



REGULAR MEETING OF THE
PARK AND RECREATION COMMISSION
APPROVED MEETING MINUTES

Wednesday, April 25, 2018
7:00 pm

**El Cerrito City Hall
Council Chambers
10890 San Pablo Ave., El Cerrito**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Recreation Department at (510) 559-7000. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFT 35.102-35.104 ADA Title II).

1. **Roll Call Present:** Vice Chair Ben Chuaqui, Norman La Force, Art Machado, Robin Mitchell, Jun Sunseri, and David Zuckermann.
Absent: Tara McIntire

2. **Commission / Staff Communications / Announcements**

Action: New Commission members Art Machado and Jun Sunseri gave introductions and were welcomed by the Commission.

3. **Oral Communications from The Public**

Action: None.

4. **Council/Staff Liaison Announcements and Reports**

Recreation Department Director, Christopher Jones, reported on matters of general interest to the Park and Recreation Commission, Council policies, priorities and significant actions taken by the City Council on April 3 and April 17, 2018.

Action: Received report.

5. **Approval of Minutes:** Exhibit 1: Meeting Minutes from March 28, 2018
Approval of the March 28, 2018 Regular Meeting of the Park and Recreation Commission Meeting Minutes.

Action: Moved, seconded (La Force/Zuckermann) and carried unanimously.

6. **Review and Discussion of Parks Related Projects for Capital Improvement Program (CIP) in City Budget:** Yvetteh Ortiz, Public Works Director

Review Parks Projects Status Sheet of funded and unfunded capital improvement program projects related to Parks and Recreation. Discussion of Parks related CIP section of proposed FY 2018-19 City Budget.

Action: Received presentation.

7. **Discussion of the El Cerrito Parks and Recreation Facilities Master Plan Study Session:** Christopher Jones, Recreation Director

Determine meeting format for the Parks and Recreation Facilities Master Plan on May 23 Study Session/Fourth Public Meeting. Presented options to the Commission to select from:

#1 – Traditional Study Session

- a. Staff and Consultant present draft Master Plan in Study Session Format
- b. Commissioners ask clarifying questions
- c. Members of public can make comments for 3 minutes each
- d. Commissioners make comments

#1A Variation – No or Longer Time Limit, Allow Interaction

- a. Same as above except speakers do not have a time limit (unless Chair decides to move on) or have a longer time limit and can ask questions and get responses of staff, consultants and Commissioners.

#2 – Study Session with Second Round of Public Comments

- a. Staff and Consultant present draft Master Plan in Study Session Format
- b. Commissioners ask clarifying questions
- c. Members of public can make comments for 3 minutes each
- d. Commissioners make comments
- e. Members of public can have an additional 1 minute for comments

#3 – Study Session/Workshop Hybrid

- a. Staff and Consultant present draft Master Plan in Study Session Format
- b. Member of public are invited to sit at a table with 1 or 2 Commissioners to discuss specific questions about Draft Plan and then report out after a set amount of time to the larger group.
- c. Commissioners ask questions and make comments

Action: Agreed to Format #2 – Study Session with Second Round of Public Comments

8. **Re-Organization of the El Cerrito Park and Recreation Commission**

Per City Ordinance, select Chair and Vice Chair of the Park and Recreation Commission for 2018-19.

Vice Chair Chuaqui: Call for reorganization of the Park and Recreation Commission.
Remarks: highlight year in office

Christopher Jones: I declare offices of Chair and Vice-Chair vacant.

Christopher Jones: Call for nominations for the office of Chair.

Commissioner Mitchell: I nominate Commissioner Zuckerman for the office of Chair.

Christopher Jones: Call for further nominations.

Commissioner La Force: If no further nominations, I move that nominations be closed.

Commissioner Mitchell: Second.

Christopher Jones: All in favor of closing nominations indicate by saying "AYE" (pause), opposed "NO". Motion carries.

Christopher Jones: All in favor of electing Commissioner Zuckermann as chair indicate by saying "AYE" (pause), opposed "NO".

Commissioner Zuckermann has been selected as Chair of the El Cerrito Park and Recreation Commission.

Chair Zuckermann: Call for nominations for the office of Vice-Chair.

Commissioner Mitchell: I nominate Commissioner McIntire for the office of Vice-Chair. (No second required)

Chair Zuckermann: Call for further nominations.

Commissioner LaForce: If no further nominations, I move that nominations be closed.

Commissioner Mitchell: Second.

Chair Zuckermann: All in favor of closing nominations indicate by saying "AYE" (pause), opposed "NO". (If AYE'S carry) Motion carries.

Chair Zuckermann: All in favor of electing Commissioner McIntire as Vice-Chair indicate by saying "AYE" (pause), opposed "NO".

Commissioner McIntire has been selected Vice-Chair of the El Cerrito Park and Recreation Commission.

Action: Re-Organization Completed

9. **Recreation Department Update**

Update on items of interest in the Recreation Department

Recreation Analyst, Sarah DiBenedetto gave presentation on Department highlights including the upcoming El Cerrito Parks & Recreation Facilities Master Plan public meetings, Marrow Donor Registry Drive (June 30, 2018), Pickleball Relish Tournament, annual Spring Egg Hunt successes and acknowledgment of sponsors, afterschool childcare programs, and future expansion of hours at Teeter Tots and Casa Cerrito preschool programs.

Action: Received Department update

10. **Items for Future Agendas**

- a. Parks and Recreation Facilities Master Plan/Public Meeting #4 (May)
- b. Parks and Recreation Facilities Master Plan (June)
- c. Centennial Park (Formally Fairmont Park) Renovation Progress Report
- d. Drone Policy Presentation by Commissioner McIntire (TBD)

11. **Meeting Adjournment** 8:30pm