



MINUTES

REGULAR MEETING OF THE PARK AND RECREATION COMMISSION

Wednesday, December 2, 2020 at 7:00 p.m.

VIA TELECONFERENCE

<https://elcerrito.webex.com/elcerrito/onstage/g.php?MTID=e12a4805606e49a719a3c3986058ccc20>

Event ID: 146 039 1644

Event Password: hpKK3D9hmC6

or

Join by Phone: 1-408-418-9388

Access code: 146 039 1644

Pursuant to Executive Orders N-25-20 and N-29-20, and in Response to the COVID-19 Pandemic Teleconference Restrictions of the Brown Act Have Been Suspended, as well as the requirement to provide a physical location for members of the public to participate in the meeting.

Members of the public can watch or listen to Park and Recreation meeting via WebEx using the meeting information listed above.

Public comments may be submitted one of two ways:

1. Via WebEx using the meeting instructions included above. Each period for public comment will be announced, and attendees may use the ["Raise Hand"](#) feature to request to speak.

****Please note** - If a member of the public can join via phone only, a request to speak must be submitted via email to cjones@ci.elcerrito.ca.us. The request must contain in the subject line **Request to speak – Agenda Item #** and must include a name and the full phone number that will be used to call in.

2. Via email to cjones@ci.elcerrito.ca.us. Email must contain in the subject line **public comments – not on the agenda or public comments – agenda item #**.

To ensure that the Park and Recreation Commission receives your written comments prior to taking action, they must be received by 4:00 p.m. the day of the meeting. All written comments received by this deadline will be provided to the Park and Recreation Commission and posted online in advance of the meeting.

Written comments received after the deadline will be provided to the Park and Recreation Commission and included with supplemental materials after the meeting. No written comments will be read into the record.

7:00 p.m. CONVENE REGULAR MEETING

1. **ROLL CALL – Present:** Chair Tara McIntire; Vice-Chair Ben Chuaqui; Members, Avis Codron, Norman La Force, Art Machado, David Zuckermann
Absent- Commissioner Shawn Purcell
2. **COMMISSION/STAFF COMMUNICATIONS AND ANNOUCEMENTS**
Vice-Chair Chuaqui and Member Codron reported the Joint Ad Hoc Committee

on Public Art in the Parks has not made much progress. There has been some communication but the next meeting date has not been determined.

Recreation Director Chris Jones reported that Contra Costa and most of California has moved back into the purple tier for COVID-19. As of this moment none of the City's operations have changed. The Governor has indicated that there may be a more strict shelter-in-place order coming soon however, Contra Costa County has more hospital beds than other County's and thus the order may not be as strict here but we do not have more information than that at this time.

Chair McIntire asked a follow-up question about what programs could potentially be impacted and Department Director Chris Jones responded providing different scenarios. Member Machado commented on the removal of basketball hoops at parks to help enforce COVID-19 safety protocols.

3. ORAL COMMUNICATIONS FROM THE PUBLIC

None.

4. COUNCIL/STAFF LIAISON ANNOUNCEMENTS AND REPORTS

Recreation Director Chris Jones announced that the December 15, 2020 City Council Meeting is when the election will be certified and the new Councilmembers will take their seats.

Member Zuckermann asked clarification on when the terms end for the Park and Recreation Commission. Recreation Director provided clarification – announcing the dates for each Commission member and will provide members with the updated roster.

5. APPROVAL OF MINUTES

Moved/Seconded: Member Zuckermann/Member Machado. Pass a motion to approve the minutes of the Park and Recreation Commission meeting on October 28, 2020.

Ayes: Chair Tara McIntire; Vice-Chair Ben Chuaqui; Members, Avis Codron, Normal La Force, Art Machado, David Zuckermann

Noes: None

Abstain: None

6. REVIEW AND DISCUSSION OF RECREATION DEPARTMENT'S FISCAL YEAR 2020-21 AMENDED BUDGET

Recreation Director Chris Jones reviewed and discussed the impacts to parks and recreation in the City's FY21 Amended Budget. Director Jones reported what programs (due to COVID-19) and operations are open with modifications and which are closed. Director Jones gave a presentation that included details of the Recreation Department General Fund including a timeline from 2017 to date. Director Jones presented budgets and staffing for different divisions of the Recreation Department including: Recreation Administration, Childcare, Swim

Center, Senior Center, Adult Programs & Facility Rentals, Youth Programs & Sports and Custodial Services.

Director Jones reviewed the Revenues and Expenditures documents used by the Finance Department to update City Council as to where the budget stands including future projections.

Commissioner La Force asked question regarding the increased current costs for customers to use the Swim Center. Director Jones provided feedback and explained the cross-division costs, including substantial indirect costs that fall into the Recreation Administration Division. Commissioner La Force also expressed concerns of the Recreation Department services and programs becoming too costly and essentially operating like a private club would.

Chair McIntire made comments in relation to the impact the COVID-19 has played on the services, programs, and pricing.

7. REVIEW AND DISCUSSION OF PARKS AND RECREATION RELATED PROJECTS

Reviewed and discussed the Parks Projects Status Sheet of funded and unfunded capital improvement program projects related to Parks and Recreation. Recreation Director Chris Jones shared with the Commission that for Funded & Approved Projects, the Hillside Natural Area Improvements bid will open on January, 26, 2021 and the expected completion time is Spring 2021; the finalization of design for bidding of the Hillside Natural Area Signage Improvements is scheduled for February or March of 2021 to meet a completion deadline of December 2021. For Future and Unfunded Projects, the Arlington Park Improvements project timeline has been moved up to meet the required deadline of 2023; the Centennial Park Phase II timeline will be pushed out to focus on the Arlington project and the Ohlone Greenway Master Plan Improvements are currently postponed, with no external deadline.

After discussion and questions from Commissioners, Director Jones reviewed the Parks and Recreation Facilities Immediate Work Priority Projects that detail out the facility/park, deficiency type, deficiencies, recommendations and costs.

8. APPROVE THE 2021 REGULAR MEETING SCHEDULE FOR THE PARKS AND RECREATION COMMISSION

Moved/Seconded: Member Zuckermann/Member La Force. Pass a motion to approve the 2021 regular meeting schedule, with the provision of making the correction to move June 2021's date from the 30th to the 23rd.

Ayes: Chair Tara McIntire; Vice-Chair Ben Chuaqui; Members, Avis Codron, Norman La Force, Art Machado, David Zuckermann

Noes: None

Abstain: None

9. RECREATION DEPARTMENT UPDATE

Recreation Analyst, Sarah DiBenedetto reported on upcoming programs including Senior Zoom Workshops, the Senior Holiday Zoom Social including a 30-minute narrated Nutcracker performance, Swim Lane Registrations, Child Care and Youth Programs Session 3 Childcare and Youth Programs Session 3, and Winter Break Camp. DiBenedetto also reported that the El Cerrito Fields would be closed December 21, 2020- the first week of January 2021. Recreation Director Chris Jones clarified that the closed field period is a rest time to help prevent damage.

Chair McIntire asked a clarifying question regarding which adult programs have been brought back virtually, and why some have returned virtually and others have not. Recreation Analyst, DiBenedetto and Recreation Director Jones provided clarification.

10. ITEMS FOR FUTURE AGENDAS

- Next Regular Meeting: Wednesday, January 27, 2021 at 7 p.m.
- Parks and Recreation Facilities Capital Improvement Program (CIP) projects for Fiscal Year 2020-21 - monthly
- Overview of Operational Changes due to Pandemic: Lessons Learned, Silver Linings - TBD
- Other-Power Driven Mobility Devices (OPDMD) Policy - TBD

11. ADJOURNMENT 8:38pm



Tara McIntire, Chair

This is to certify that the foregoing is a true and correct copy of the minutes of the regular Park and Recreation Commission meeting of December 2, 2020 as approved by the Park and Recreation Commission.

Christopher Jones, Staff Liaison