



REGULAR MEETING OF THE  
PARK AND RECREATION COMMISSION  
APPROVED MINUTES

Wednesday, September 25, 2013  
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 Management Assistant at 510-559-7001. 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:** Chair - Manish Doshi, Leslie Goldstein, Seth Kaplan, Robin Mitchell, Margo Takemiya.  
Commissioners Absent: Gary Hill, Steve Lipson
2. **Commission / Staff Communications / Announcements:**  
Commissioner Mitchell invited Commissioners to an event on October 13, 2013 at the University of California property at the bottom of Marin. She is participating in a project in which plots of land are planted with food in a research project of citizens growing food.
3. **Oral Communications From The Public:** None
4. **Council Liaison Report:** Councilmember Jan Bridges (*Report on council meetings that have occurred since the last Park and Recreation Commission Meeting and other items of general interest.*)

Councilmember Bridges reported at the August 20, 2013 Council meeting that the speed limit on Lincoln Ave. has been reduced to 15 miles per hour.

At a public hearing Council rejected an appeal to the Planning Commission's granting of a conditional use permit to AT&T for the installation of cellular equipment on a PG&E pole at 851 Seaview. Council added these conditions: 1. AT&T provide gap analysis (gaps in service), 2. Provide over a 5 year period an annual report to show it is meeting its operational requirements, 3. Inspect the pole every year, 4. Provide a noise study, and 5. Return to Design Review Board for a different type of pole design.

Council also adopted an ordinance regulating the use of single use carry out plastic bags and polystyrene food containers. Council approved abatement of five properties as fire hazards, and approved a grant for the purchase of an aerial ladder for the Fire Department.

On September 9, Council watched a presentation by student interns of the El Cerrito Stars Internship Program.

- 5. Approval of Minutes:** Exhibit 1: Meeting Minutes from July 24, 2013  
Approve the July 24, 2013 Park and Recreation Commission meeting minutes. (Action: Approve)  
Commissioner Goldstein moved to approve the minutes from July 24, 2013.  
Commissioner Kaplan seconded the motion, which passed unanimously

**6. Discussion of Measure WW Future Recommendation Process and Potential Projects:** Christopher Jones, Recreation Director

Jones suggested that this Commission either wait for the results of the Urban Greening Process or agendize another process in recommending projects for Measure WW. He estimated that the balance of the fund was \$15,000 when accounting for the maximum amount that could be used for the Madera Hillside Property purchase. Commissioner Mitchell recommended Fairmont Park as a potential Measure WW project because of its need for upgrading. Extra funds could be used for the Community Garden located there. The planning process could start now and be in time for the deadline for the next round of projects in February 2016. Commissioner Takemiya reminded the Commission that a prior list of potential projects, which had been from community input, exists. Chair Doshi confirmed that this prior list existed but that it was a list of ideas. He added that the BART retrofit would include a part of Fairmont. Jones stated that Fairmont Park would probably be part of the Urban Greening Plan, which would help with a project prioritization list. Commissioner Mitchell said she would like to be more proactive with use of that money and would like Fairmont Park to be included as a WW project.

Jones stated in April 2014 we should have an idea of what the Urban Greening plan priorities are. There is a public meeting at the Community Center on October 19, 2013 on the Urban Greening Plan. Chair Doshi suggested tabling further discussion until after that meeting.

**7. Discussion and Possible Approval of Recommendation for the Umbrella Joint Use Agreement between the City of El Cerrito and the West Contra Costa Unified School District (WCCUSD):** Christopher Jones, Recreation Director

Review staff recommended City of El Cerrito/WCCUSD Joint Use Agreement. Possibly recommend the Joint Use Agreement approval. (Action: Approve)

Jones explained that this Joint Use Agreement deals with sports, and technically childcare and enrichment are not included. Basically it states that the City and School District will only charge each other for direct costs in the rental of facilities. Chair Doshi reported that the Futbol League is being charged \$6,000 for eleven Sundays for rental from 8 a.m.-5 p.m. of the El Cerrito High School turf field. Even with those high rental fees, soccer is required to provide its own field marshals to man gates. He feels that the league is held to higher standard to adhere to its rules of no food, drink etc., and he has witnessed abuse of those rules by students during day. He would like to see signage with the rules of field usage displayed and consistent enforcement of rules.

Jones stated those were valid concerns which could be addressed, not necessarily in the joint use agreement.

Discussion followed regarding the inconsistent rules of field usage on other school district property. Chair Doshi stated policies not applied across the board with different rules for public and league, and as well rules vary from field to field.

Commissioner Takemiya asked about restroom facilities for tennis players. Currently players use the restrooms in the gymnasium, not an ideal situation if there is an activity there. Explanation followed regarding reservation and tennis court usage. Councilmember Bridges recommended that the courts' surfacing be looked at to make sure it was done properly, particularly since the City will be assuming responsibility for the courts' maintenance and resurfacing.

Jones presented Commissioner Lipson's comments on the joint use agreement. In Section 2.11.2 he asked for clarification of "advance" notice. Jones stated that the district cannot release control over their property and alter the language, but there was some assurance of following reasonable guidelines.

Commissioner Kaplan noted on p. 10 there is mention of restroom facilities.

Chair Doshi referenced p. 14, "long term users." And asked if a memorandum of understanding was possible and if this would be done by going directly to the WCCUSD or to staff? Jones replied he thought the school district, and that the City could help facilitate that.

Commissioner Takemiya moved to approve the Joint Use Agreement and recommend it to the City Council. Commissioner Goldstein seconded the motion, which passed unanimously.

8. **Public Works Department Update:** Maintenance Superintendent Bill Driscoll will be at the next Park and Recreation Commission meeting to discuss Huber Park. He and part time employee, Lance Kolding have been walking all fields and making a list of issues.
9. **Recreation Department Update:** Christopher Jones, Recreation Director (*Update on items of interest in the Recreation Department*)

Jones reported that PG&E has tested the solar panels, which were installed in the Community Center parking lot. The smaller converter was approved and operating. The larger panel requires some work. We are experiencing some pool lighting problems.

1. Halloween will be the next big event. Jones extended an invitation for all to participate in the parking lot trick or treat. There will be a dog parade and costume contest.
2. The 17<sup>th</sup> Annual Dynamo Open Golf Tournament was cancelled for lack of enrollment. Other golf courses are being researched as possible venues.

3. Chair Doshi asked for an update on the status of Castro's turf. Jones reported that the WCCUSD will re-do the field.

4. Update on Portola: district ready to take down fences. It's been hydro-seeded. The Commission requested an update next meeting.

**10. Items For Next Agenda**

1. Update on Huber Park
2. Report on Urban Greening Workshop 10/13.

Meeting was adjourned at 8:05 p.m.

Submitted by Lori Teachout