

REGULAR MEETING OF THE PARK AND RECREATION COMMISSION MEETING AGENDA

Wednesday, January 22, 2014 7:00 pm

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

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- 1. **Roll Call**: Chair Manish Doshi, Gary Hill, Seth Kaplan, Steve Lipson, Absent Leslie Goldstein, Robin Mitchell.
- 2. Commission / Staff Communications / Announcements (Informal reports on matters of general interest which are announced by the Park and Recreation Commissioners and City Staff)

Hill: Provided an update on fundraising for Madera Hillside which is approaching \$30,000 total. Single Track High movie showing raised \$500. Rebels with a Cause movie also generated support. Cold calls will also be made to businesses to raise money. Efforts are going well.

Doshi: Baseball tryouts started. Baseball season is going to be in full swing. Commissioner Doshi will be a liaison to the City and the Fields. High school soccer seasons are also under way.

- 3. Oral Communications From The Public None.
- 4. **Council Liaison Report** (Report on council meetings that have occurred since the last Park and Recreation Commission Meeting and other items of general interest.)
 - Director Jones reported to the Commission of recent actions taken by the City Council at their meetings on December 17, 2013, January 7, 2014, and January 21, 2014.
- 5. **Approval of Minutes**: Exhibit 1: Meeting Minutes from December 11, 2013 Approve the December 11, 2013 Park and Recreation Commission meeting minutes.

Amendment proposed by Hill to item 7: change language to "designed, constructed, and maintained with community input."

Moved as amended, seconded (Kaplin/Hill; Ayes- Commissioners Doshi, Kaplan; Absent- Commissioners Goldstein & Mitchell; Abstain- Commissioner Lipson was absent for 12/11/13 meeting)

6. Discussion and Update on Parks and Facility Maintenance Progress by the Operations + Environmental Services Division: Garth Schultz, Operations + Environmental Services Division Manager

Discussion topics to include play field maintenance progress and related items. Schultz:

- Trails process: There has been a request that the Public Works Department as a
 whole will configure a formal process of how to approve trail work. The
 Department is working to formalize the process. Director Ortiz is reviewing what
 the City's plan of action will be regarding Hillside Natural Areas.
- Fields Work: Lack of rain has helped to complete some of Public Works projects including play field renovations at Harding, Castro and Canyon Trail Parks. The renovations in December were largely thanks to ECYB and a large donation from a private contractor to ECYB. Irrigation renovations were also performed at Cerrito Vista- replaced 12 existing valve with 24 valves all with electronic timers (will be a reduction in failures). At Cerrito Vista Park, the base set areas have been grated out and relayed with suede. Tassajara Park's play field will also be redone in the same manner.
- The severe drought this season and will require water conservation. Staff has been in communication with East Bay MUD.
- Commissioner Doshi commented on the remarkable changes in the El Cerrito parks and play fields.
- There was conversation about recycled water usage in El Cerrito.

7. Mid-Year Budget Update, Recreation Department: Exhibit 2: Christopher Jones, Recreation Director

The commission was provided an overview of the Recreation Department's Budget from July 1 through December 31, 2013.

- Overall the Recreation Department utilizes four funds in the City; the majority of which comes from the General Fund. The Lighting Landscape District generally covers some custodial costs and building supplies. Measure C, which is called Measure J now, is a portion of the County Sales Tax earmarked for Transportation. It is operated by the Senior Services Division and is primarily used for the Easy Ride Transportation Service. Finally, the Integrated Waste Management Fund is dedicated for custodial staff at the Recycling Center.
- The adopted budget projects \$3.6 million in revenue and \$4.2 million in expenses- with a difference of \$621,000 which is essentially made up by the General Fund.
- No budget amendments have been made.
- Revenue is up 4% from the previous year.

- There are 7 divisions in the Recreation Department: Recreation Administration, Childcare Administration, Swim Center, Senior Services, Adult & Community Services, Youth Services, and Custodial Maintenance Division.
- The Department did not overspend last year and does not appear to be on a course of overspending this year.

8. Park and Recreation Commission 2014 Goal Setting and Work Plan Formulation

Commission brainstorming and discussion on topics of interest and goals to accomplish in 2014.

- Doshi commented on the importance of offsite meetings and walkthroughs at creeks, trails, parks and project sites. There was agreement amongst Commissioners.
- Doshi suggested one Park & Recreation Commission meeting could be to go to City Council Meeting to see the process. Jones recommended going to City Council as individuals and that commissioners should identify themselves as being on the Park and Recreation Commission.
- Hill would like to have an active dialog regarding a bike park and bike trails in El Cerrito. Hill would like to give a presentation of his concept.
- Doshi commented that El Cerrito Futbol Club would like to work with staff and this commission to get a long term agreement with WCCUSD and El Cerrito High School for field usage. Expressed a strong need for a long-term field use agreement.
- Kaplan is interested in the Recreation Department organizing different kinds of athletic events such as runs, triathlons, Moeser Pro-Climb, marathon, halfmarathon etc. There was a discussion amongst Commissioners supporting this idea.
- Jones commented on a "Fun Run" being organized and the idea of having a
 foundation comprised of members of the community volunteering their time to
 help support parks and recreation in El Cerrito. The possibility of another large
 event staffed by Recreation may not be possible, but the Department would be
 able to facilitate such an event with support from community groups or a
 foundation.
- Doshi suggested the Commission support the Recreation Department on such events.
- 9. **Recreation Department Update**: Christopher Jones, Recreation Director (*Update on items of interest in the Recreation Department*)
 - The City was closed Christmas Eve through the first week of January.
 - The Recreation Department will be having Family Sweetheart Dance February 7th with a photo booth and refreshments. Tickets are \$4.00 a piece or \$12 for a family of four.
 - Field reconstruction at El Cerrito High School has been delayed until March.
 - There has been no change or update in regards to the Portola Middle School site.

10. Items For Next Agenda

Goal setting

• Hill may have an update following a meeting with Melanie Mintz to present to the Commission

11. **Meeting Adjournment** at 8:36PM

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