



**Staff Liaison**  
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## AGENDA

### REGULAR MEETING OF THE PARK AND RECREATION COMMISSION

Wednesday, April 22, 2026 at 7:00 p.m.

Council Chambers  
10980 San Pablo Ave, El Cerrito

#### 7:00 P.M. CONVENE REGULAR MEETING

- 1. ROLL CALL** – Chair Jennifer Kaczor; Vice Chair Carinne Brody; Members Lauren Dodge, Stephanie Ferrara, Hari Lamba, Anne Perkins and Julia Salinis
- 2. COMMISSION/STAFF COMMUNICATIONS AND ANNOUCEMENTS**  
Informal reports on matters of general interest which are announced by the Park and Recreation Commissioners and City Staff.
- 3. ORAL COMMUNICATIONS FROM THE PUBLIC**  
*Remarks are typically limited to three minutes per person and may be on anything within the subject matter jurisdiction of the body. Remarks on non-agenda items will be heard first. Remarks on agenda items will be heard at the time the item is discussed.*
- 4. COUNCIL/STAFF LIAISON ANNOUCEMENTS AND REPORTS**  
Staff and/or Councilmember Carolyn Wysinger may report on matters of general interest to the Park and Recreation Commission, Council policies, priorities and significant actions taken by the City Council.
- 5. APPROVAL OF MINUTES**  
Consider a motion adopting the minutes of the Park and Recreation Commission meeting on **March 25, 2026.**
- 6. PARK AND RECREATION COMMISSION WORK PLAN**  
Commission discussion on Work Plan goals and progress including possible updates from Work Plan Groups and Community Group Liaisons. Review of 2025-26 accomplishments and development of 2026-27 & 2027-28 Park and Recreation Commission Work Plan with possible action to approve.

- 7. REVIEW AND DISCUSSION OF PARKS AND RECREATION RELATED PROJECTS**  
Review Parks Projects Status Sheet of funded and unfunded capital improvement program projects related to Parks and Recreation.
- 8. FOURTH OF JULY PARTICIPTION**  
Discussion of potential Park and Recreation Commissioner participation and community outreach at the City of El Cerrito/worldOne 4<sup>th</sup> of July Festival
- 9. REORGANIZATION OF THE PARK AND RECREATION COMMISSION**  
Per City ordinance, select Chair and Vice Chair of the Park and Recreation Commission for 2026-2027.
- 10. RECREATION DEPARTMENT UPDATE**  
Update on items of interest in the Recreation Department.
- 11. ITEMS FOR FUTURE AGENDAS**
  - Next Regular Meeting: Wednesday, May 27, 2026 at 7pm
  - Fiscal Years 2026-27 & 2027-28 Capital Improvement Plan - May
  - Parks and Recreation Facilities Projects Update – Ongoing
  - Park Restrooms Access - TBD
  - WCCUSD 7-11 Committee Update - TBD
- 12. ADJOURN PARK AND RECREATION COMMISSION MEETING**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Staff Liaison, (510) 559-7005. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title I).

Any writings or documents provided to a majority of the members regarding any item on this agenda will be made available for public inspection at the El Cerrito Community Center, 7007 Moeser Lane, El Cerrito, CA 94530 during normal business hours.

**AGENDA MATERIALS**  
**SUPPLEMENTAL MATERIALS**

**PARK & RECREATION COMMISSION MEETING**  
**April 22, 2026**

**AGENDA ITEM 5 - APPROVAL OF MINUTES**

1. **DRAFT** Meeting Minutes, March 25, 2026

**AGENDA ITEM 6 - PARK AND RECREATION COMMISSION WORK PLAN**

1. For Reference: [Fiscal Years 2024/2025 – 2025/2026 Work Plan](#)
2. **DRAFT** Fiscal Year 2025-2026 Accomplishments

**AGENDA ITEM 7 – REVIEW AND DISCUSSION OF PARKS AND RECREATION RELATED PROJECTS**

1. Project Status Sheet
2. **Community Wildfire Resilience Workshops Flyer (received before 4/22/26 at 4pm)**



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## **DRAFT MINUTES**

### **SPECIAL MEETING OF THE PARK AND RECREATION COMMISSION**

**Wednesday, March 25, 2026 at 7:00 p.m.**

Council Chambers  
10980 San Pablo Ave, El Cerrito

**7:00 P.M. CONVENE REGULAR MEETING** - Chair Kaczor called the meeting to order at 7:05pm

- 1. ROLL CALL – Present:** Chair Jennifer Kaczor; Vice Chair Carinne Brody; Members Lauren Dodge, Stephanie Ferrara, Hari Lamba, Anne Perkins and Julia Salinis
- 2. COMMISSION/STAFF COMMUNICATIONS AND ANNOUCEMENTS**  
Informal reports on matters of general interest and introduction of new commissioners which are announced by the Park and Recreation Commissioners and City Staff.

Commissioners and staff introduced themselves to each other and welcomed new members Anne Perkins and Julia Salinis.

- 3. ORAL COMMUNICATIONS FROM THE PUBLIC**  
*Remarks are typically limited to three minutes per person and may be on anything within the subject matter jurisdiction of the body. Remarks on non-agenda items will be heard first. Remarks on agenda items will be heard at the time the item is discussed.*

**Public Comments:** None

- 4. COUNCIL/STAFF LIAISON ANNOUCEMENTS AND REPORTS**  
Staff and/or Councilmember Carolyn Wysinger may report on matters of general interest to the Park and Recreation Commission, Council policies, priorities and significant actions taken by the City Council.

Staff summarized recent City Council items from the February 3 and February 17, 2026 and March 3 and March 17, 2026 City Council Meetings including City Auditor report; recognition of Mario Ubalde; Swim Center ADA Parking Lot Improvements construction award; Fiscal Year 2025-26 Mid-Year budget adjustments; recognition of: Arbor Week, Women's History

Month, Red Cross Month, and Transgender Day of Visibility; presentation from Senator Arreguin; Library Task Force processes, Outdoor dining and retail ordinance; and Budget Study Session.

**5. APPROVAL OF MINUTES**

Consider a motion adopting the minutes of the Park and Recreation Commission meeting on **January 28, 2026**.

**Moved/Seconded:** Members Dodge/Ferrara. **Action:** Passed a motion to approve the minutes of the Park and Recreation Commission meeting on January 28, 2026. **Ayes:** Chair Kaczor; Vice Chair Brody; Members Dodge, Lamba, Perkins and Salinis. **Absent:** None

**6. EL CERRITO PARKS AND RECREATION FACILITIES MAINTENANCE PRESENTATION**

Discussion on increased maintenance activities and deferred maintenance in El Cerrito's parks and recreation facilities.

**Presentation and Discussion:** Staff discussed and answered questions regarding the current state of parks and recreation facilities and recent maintenance issues including the growing backlog of deferred maintenance and the increasing frequency and cost of repairs as well as decreasing funds available to address these issues. Most recent park enhancements have been accomplished using one-time funds including grant funding, use of general fund reserves, and community fundraising efforts. A discussion of the benefits and challenges of community funded projects occurred, and it was reported that the City is pausing new community-funded projects until the new Capital Improvements Program and a prioritization framework is developed.

Further Commission discussion included strategies to address these issues including getting better data, strategic planning, and funding solutions.

**Action:** Receive and file

**7. PARK AND RECREATION COMMISSION WORK PLAN**

Commission discussion on Work Plan goals and progress including possible updates from Work Plan Groups and Community Group Liaisons.

**Presentation and Discussion:** Commissioners and staff discussed the current work plan, work plan groups and liaisons, accomplishments and development of the next work plan. Additional discussion included the Veteran's Building renovations and other Contra Costa County initiatives and grants and the library measure (Measure C).

Commissioner Dodge explained that the Work Plan Group she is focused on how community groups can best interact with the City, report progress to the City Council every six months, continue community engagement, and explore public-private partnerships and sponsorships.

Commissioner Ferrara reported on her discussions with school PTA's and the El Cerrito Historical Society and their desire to identify additional community spaces to gather.

Chair Kaczor reported on her discussions with the El Cerrito Trail Trekkers and the El Cerrito/Richmond Annex Walk and Rollers who are disappointed by the City's decision to pause community lead projects

**Action:** Receive and file

**8. REVIEW AND DISCUSSION OF PARKS AND RECREATION RELATED PROJECTS**

Review Parks Projects Status Sheet of funded and unfunded capital improvement program projects related to Parks and Recreation.

**Presentation and Discussion:** Staff discussed and answered questions about the Capital Improvements Program Projects including Hillside Natural Area Improvements and Swim Center Capital Enhancements.

**Action:** Receive and file.

**9. RECREATION DEPARTMENT UPDATE**

Update on items of interest in the Recreation Department.

**Presentation and Discussion:** Staff reported on upcoming highlights in the Recreation Department including the summer activity guide and program registration, summer staff hiring, new adult and youth programs and presentations, spring break camps, Teeter Tot and childcare registration and the April Swim Center challenge.

**10. ITEMS FOR FUTURE AGENDAS**

- Next Regular Meeting: Wednesday, April 22, 2026 at 7pm, City Council Chambers
- 2026-27 & 2027-28 Work Plan Development – April
- Park and Recreation Commission Reorganization - April
- Fiscal Years 2026-27 & 2027-28 Capital Improvement Plan - May
- Parks and Recreation Facilities Projects Update – Ongoing
- Park Restrooms Access - TBD
- WCCUSD 7-11 Committee Update - TBD

**11. ADJOURN PARK AND RECREATION COMMISSION MEETING - Chair Kaczor**  
adjourned the meeting at 9:06pm.

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Jennifer Kaczor, 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 on March 25, 2026 as approved by the Park and Recreation Commission.

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Christopher Jones, Staff Liaison



THE CITY OF  
**EL CERRITO**  
**PARK & RECREATION COMMISSION**

**Staff Liaison**

Christopher Jones | (510) 559-7005

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Recreation Department

**DRAFT ACCOMPLISHMENTS**  
**FISCAL YEAR 2025/2026**

**PARK & RECREATION COMMISSION**

Chair **Jennifer Kaczor**; Vice-Chair **Carrine Brody**; Members **Lauren Dodge, Stephanie Ferrara, Hari Lamba, Anne Perkins, and Julia Salinis**

**MISSION STATEMENT:**

There shall be a park and recreation commission. It shall have the powers and duties stated below, and such others as the council may decide:

- A. To act in an advisory capacity to the council and the city manager on all matters pertaining to public recreation, including parks, playgrounds, landscaping within the boundaries of parks, playgrounds and recreational facilities, child care, educational courses, and entertainment;
  - B. To make recommendations regarding the annual budget, within its scope of concern, to the city manager and the council;
  - C. To make recommendations to the council, annually, concerning fees for city sponsored programs;
  - D. To assist in planning recreation programs for the residents of the city, to promote public interest therein, and to solicit the cooperation of other public and private agencies;
  - E. To make recommendations to the council regarding present and future needs for park and recreation facilities.
- (Ord. 2007-12 § 1, 2007: Ord. 92-2 Div. 2 (part), 1992.)

**HISTORICAL BACKGROUND:** El Cerrito's Parks Commission was created in 1946 by the City Council. In 1949 a combined Park and Recreation Commission was created. The commission has been active ever since in all major park and recreation facility projects and plans. They regularly review the City's annual Capital Improvement Program, the Recreation Department's budget and the Recreation Department's Master Fee Schedule. The Commission was instrumental in the public process that ultimately saw the approval of Measure A in 2000 for the reconstruction of the El Cerrito Swim Center and other ADA related parks projects. Commissioners have reviewed and made recommendations on all major related planning efforts including the Ohlone Greenway Master Plan, Urban Forest Plan, Urban Greening Plan, Climate Adaptation and Action Plan, the Hillside Natural Area Fire Resilience and Forest Conservation Management Plan and others. The Commission helped develop the Parks and Recreation Facilities Master Plan in 2019 which helped with the approval of Measure H later that year to continue funding for parks and recreation facilities. Since Measure H was passed, the Commission has carefully monitored the spending from this fund as well as the implementation of the Master Plan.

**Updated annually by July 1 and provided to City Council on Consent**

Goal/Objective	Activities Supporting Goal	Status
<b>Parks and Recreation Projects</b>	<ol style="list-style-type: none"> <li>1. Received a presentation on the 2019 Parks and Recreation Facilities Master Plan and project prioritization.</li> <li>2. Received regular updates on Parks and Recreation related Capital Improvement Program projects.</li> <li>3. Received a presentation on Parks Restroom Access.</li> </ol>	<ol style="list-style-type: none"> <li>1. Receive and file</li> <li>2. Ongoing</li> <li>3. Receive and file, will revisit topic</li> </ol>
<b>Open Space &amp; Urban Trails</b>	<ol style="list-style-type: none"> <li>1. Received a presentation from the El Cerrito Trail Trekkers about their goals and accomplishments related to El Cerrito's Open Space and Trails. Discussed challenges of trying to build new trails.</li> </ol>	<ol style="list-style-type: none"> <li>1. Receive and file, will revisit topic</li> </ol>
<b>Ongoing Objectives</b>	<ol style="list-style-type: none"> <li>1. Received regular updates on Recreation Department programs, services and community engagement activities and provided feedback.</li> <li>2. Received Parks Projects Funding Options Work Plan Group Presentation on 4<sup>th</sup> of July survey results. Formed Communications Work Plan Group to create community engagement resources.</li> <li>3. Adopted the 2025 Park and Recreation Commission Year End Report detailing survey and community engagement findings. Presented report to the City Council.</li> <li>4. Received and reviewed a recommendation from the El Cerrito</li> </ol>	<ol style="list-style-type: none"> <li>1. Ongoing</li> <li>2. Ongoing</li> <li>3. Ongoing, plan to return to the City Council every 6 months with updates.</li> <li>4. Receive and file</li> <li>5. Ongoing</li> <li>6. Ongoing</li> </ol>

	<p>Committee on Aging regarding their <i>2025 Age-Friendly Parks Assessment</i>.</p> <p>5. <b>Upcoming:</b> Reviewed the proposed Parks &amp; Recreation CIP Projects for Fiscal Year 2025-26, provided feedback and made recommendations.</p> <p>6. <b>Upcoming:</b> Reviewed the proposed Recreation Department Budget for Fiscal Year 2025-26, provided feedback and made recommendation.</p>	
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Accomplishments adopted on Month DD, YYYY by the following vote:

**Moved/Second:** Member Last/Last  
**Ayes:** Members Last, Last, Last, Last  
**Noes:** Member Last **Absent:** Member Last

**Park Recreation Capital Improvement Program (CIP) Projects, FY 2025-26  
City of El Cerrito Park and Recreation Commission - 4/22/26**

<b>Funded &amp; Approved Projects</b>	<b>Project #</b>	<b>Budget FY 2025-26</b>	<b>Funding Source</b>	<b>Status</b>
<a href="#"><u>Hillside Natural Area (HNA) Improvements</u></a>	TBD	\$510,000	California Coastal Conservancy & TBD	The City is pursuing grant opportunities to implement the HNA Fire Resilience & Forest Conservation Mngt. Plan. \$510,000 grant awarded by the CA Coastal Conservancy will be used to remove invasive trees from 3.5 acres in Quarry Hill area and perform native plant restoration. Community engagement planned for Spring. RFP being developed.
<i>Following the adoption of the Hillside Natural Area Fire Resilience and Forest Conservation Management Plan on June 3, 2025, this project will implement the Plan recommendations as funding becomes available to protect critical resource areas, implement fire fuel reductions and native forest conservation, and fund maintenance activities as well as access improvements, connectivity and enhancements to the trail network that links natural features, schools and community assets. The City awaits the results on several grant applications and continues to seek out additional opportunities.</i>				
<b>Ohlone Greenway Improvements - Uptown</b>	C3069, C3084	\$227,000	Measure J, Other Secured Funding	TBD based on securing construction funding.
<i>This project will improve the Ohlone Greenway consistent with the Greenway Master Plan (2009). Improvements include path widening, landscaping, street crossing enhancements, and other amenities. The improvements to be designed begin in FY25 consist of a side path and enhanced landscaping between Hill Street and Safeway entrance, which must be coordinated with BART's substation upgrade and expanded footprint, and path widening, landscaping, lighting, and amenities north of Knott. The City is currently seeking funding for the construction phase because only the design phase has been funded to date.</i>				
<a href="#"><u>Swim Center Capital Enhancements</u></a>	C3050.9, C3050.10	\$1,645,355	General Fund, Measure H	<b>Replaster Project:</b> Project is largely complete, plaster needs to undergo a two week setting period under water. Grand Re-Opening scheduled for May 2nd at 12pm. <b>ADA Parking Lot Project:</b> Concrete has been poured on patio in front of Community Center and bioswale construction is nearly complete. Work to come includes parking lot leveling and new asphalt, bioswale landscaping, and EV charger installation. Project anticipated to be completed during or before June 2026.
<i>The project includes various capital upgrades or enhancements to the original construction of the Swim Center. After completion of the Swim Center in 2004 and warranty work in 2005, there remained some modifications and enhancements needed to bring the Swim Center up to its highest effectiveness. After almost 20 years of operation, future capital needs are anticipated to include pool plaster replacement, deck replacement and new pool components such as filters, pool lights, pool covers, etc. Current Fiscal Year Project is the Replastering of the Lap Pool, ADA Improvements, Installing EV Charging Stations and required bioorientation in the Swim &amp; Community Center Parking Lot.</i>				
<a href="#"><u>SEE DESCRIPTIONS FOR FUTURE AND UNFUNDED CIP PROJECTS IN CITY BUDGET: CAPITAL IMPROVEMENTS (LINK)</u></a>				

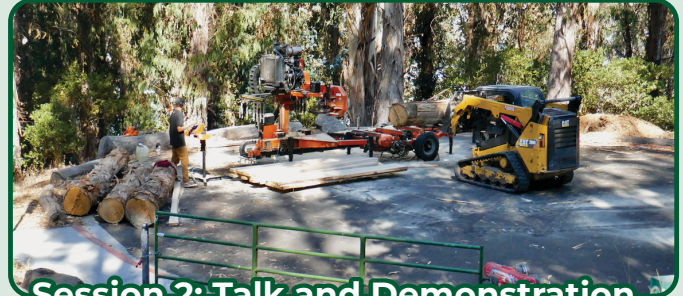
# Community Wildfire Resilience Workshops



**Session 1: Talk, Walk and Volunteering**

## Fire Resilient Habitats

Date: May 9, 2026  
Time: 10 a.m.-12:30 p.m.  
Location: Albany Hill, meet at Taft turnaround



**Session 2: Talk and Demonstration**

## Eucalyptus Reuse Workshop #1

Date: October 2026 (date TBD)  
Location: Albany Hill, Taft turnaround



**Session 3: Talk and Demonstration**

## Eucalyptus Reuse Workshop #2

Date: October 2026 (date TBD)  
Location: El Cerrito, Corporation Yard, Schmidt Lane



**Session 4: Talk and Volunteering**  
**Invasive Plants Removal and Fire Resilient Landscapes**

Date: Spring 2027 (date TBD)  
Location: El Cerrito, Hillside Natural Area



More information and updates:

[Albanyca.gov/hill-workshops](https://Albanyca.gov/hill-workshops)

