



## **PARKS & RECREATION COMMISSION MEETING**

**Council Chambers  
200 H Street  
Antioch, CA 94509**

**Thursday  
January 15, 2015  
7:00 p.m.**

### **AGENDA**

#### **I. CALL TO ORDER**

#### **II. PLEDGE OF ALLEGIANCE**

#### **III. ROLL CALL**

#### **IV. PUBLIC COMMENTS**

Residents are given the opportunity to address the Commission on Park and Recreation issues not on the regular agenda.

#### **V. APPROVAL OF MINUTES**

Recommended Action:

Motion to approve minutes of the Parks and Recreation Commission meeting of November 20, 2014.

#### **VI. BUSINESS**

1. Appointment of Commission Chair for 2015
2. Appointment of Commission Vice-Chair for 2015
3. Adopt a 2015 Meeting Schedule
4. Discussion of Parks and Recreation Initiatives in 2015

#### **VII. COMMUNICATIONS (Announcements and Correspondence)**

1. Staff
2. Commission Communication

#### **VIII. ADJOURNMENT**

**CITY OF ANTIOCH  
PARKS AND RECREATION COMMISSION**

**1. CALL TO ORDER**

Chairperson Immekus called the meeting to order at 7:00 p.m. on Thursday November 20, 2014.

**2. PLEDGE OF ALLEGIANCE**

Chairperson Immekus led the Commission and audience in the Pledge of Allegiance.

**3. ROLL CALL**

Present: Commissioners K. Farr, J. Farr, McClelland and Chairperson Immekus

Absent: Commissioners Soliz

Staff Present: Nancy Kaiser, Parks and Recreation Director  
Lonnie Karste, Project Manager  
Kitty Eiden, Minutes Clerk

**4. PUBLIC COMMENTS**

Janet Costa, Antioch resident, representing East County Regional Group, introduced themselves as a parent advocacy group with a mission to create a healthier, safer and more family friendly community. She announced they had a meeting scheduled with Parks and Recreation Director Kaiser on November 21, 2014. She reported they had been working on a park assessment project for East County to highlight existing positive play spaces for young children ages 0-5 and to highlight parks in need of improvement. She stated they recently finalized assessment results and would like the opportunity to present them to the Commission in the near future.

In response to Chairperson Immekus, Ms. Costa clarified park assessments were based on specific surveys that addressed safety, amenities and age appropriateness. She added their report would be finalized by February.

**5. APPROVAL OF MINUTES: (May 15, 2014 and July 17, 2014)**

On motion by Commissioner J. Farr, seconded by Commissioner McClelland the Parks and Recreation members present unanimously approved the Minutes of July 17, 2014, as presented.

On motion by Commissioner McClelland, seconded by Commissioner J. Farr the Parks and Recreation members present unanimously approved the Minutes of May 15, 2014, as presented.

Chairperson Immekus requested staff provide an update regarding the parks maintenance contract and grant funding for the marina restroom facility.

In response to Chairperson Immekus, Park and Recreation Director Kaiser stated she would be meeting with Deputy Director of Public Works Bechtholdt when he returned from vacation to be briefed on park development issues. She offered to take requests for updates and respond back to the Commission at a later date.

## **6. BUSINESS**

### **1. Prewett Community Park – Project Recommendations**

Park and Recreation Director Kaiser introduced the item and Project Manager Karste to give the presentation.

Project Manager Karste presented the staff report dated November 12, 2014 and gave an overhead presentation of the “Prewett Community Park – Final Phase”.

Park and Recreation Director Kaiser recommended the Parks and Recreation Commission 1) Review and discuss potential project for the Prewett Community Park based upon the information and feedback developed by Community Stakeholder Interviews and Community Focus Groups and the Park Master Plan and, 2) Recommend to the City Council a list of project priorities to consider for development at the Prewett Community Park.

Chairperson Immekus explained these projects would be funded through CFD 89-1 (Mello Roos) and were required to be utilized for capital projects. He recognized recreation staff for being very successful at their return on dollar for fee based programming, to maintain the City’s assets.

Fredy Leon, First Five East County Regional Group (ECRG) thanked the City of Antioch and consulting team for the presentation and accepting community input. He recommended project priorities include additional shaded areas, a splash park, slide or structure for younger children and improved security at the Water Park.

Yerenia (Jenny) Zarete, First Five East County Regional Group (ECRG), recommended project priorities include an all access playground for ages 0-5 available free of charge and a shaded bench area for the Skate Park. She suggested the City host a complimentary or reduced cost day at the Water Park for low income families.

Scott Bartlebaugh, Antioch resident, requested the Parks and Recreation Commission consider a disc golf course in their project priority recommendations to the City Council.

In response to Commissioner K. Farr, Mr. Bartlebaugh stated there were disc golf courses at Walden Park in Walnut Creek and Moraga Commons in Moraga.

In response to Chairperson Immekus, Project Manager Karste explained in terms of the larger options such as a wave rider or lazy river, there would most likely only be sufficient funds for one amenity and if smaller items were chosen, there could be multiple opportunities.

Commissioner J. Farr thanked the community for their input. She spoke to the importance of securing the city’s assets. She voiced her support for a water splash area outside of the current water park, an all access playground and a small slide for younger children.

Commissioner McClelland agreed security of the park should be the main focus. He voiced his support for additional shade structures at the Water Park and an outdoor basketball court.

Commissioner K. Farr suggested items for consideration include an informational kiosk and an Informational marquee sign. He voiced his support for the all access play area outside of the Water Park, security cameras and storage for the recreational department.

Chairperson Immekus voiced his support for additional shade structures and picnic tables at the Water Park noting he felt it was important to add amenities that allowed families to extend their stay at the park. Additionally, he supported increased security, an all access playground, coffee facility, outdoor basketball/all purpose play area and additional storage for recreation department.

At the request of Chairperson Immekus, each Commissioner provided a list of their top 5-6 project priorities.

On motion by Commissioner McClelland, seconded by Commissioner J. Farr the Parks and Recreation Commission recommended to the City Council the following list of project priorities to consider for development at the Prewett Community Park. (numbers in parenthesis were a tally of votes given by Commission members)

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1. Increased security (3)
2. Increased shade (3)
3. All access playground (3)
4. Picnic facilities (2)
5. Lighted basketball (2)
6. Storage (2)
7. Information kiosk (2)
8. Bleachers (1)
9. Disc golf (1)
10. Coffee (1)
11. Marquee sign (1)
12. All court field (1)
13. Splash pool (1)

Chairperson Immekus thanked the Commission for their input and staff for working on the recommendations.

## **7. COMMUNICATIONS (Announcements and Correspondence)**

### **Staff**

Parks and Recreation Director Kaiser thanked the Commission and residents for welcoming her to the City of Antioch. She reported the new playground would be installed at Mira Vista Park and proposed the City host a neighborhood reception, when it was completed.

The Parks and Recreation Commission consensus agreed to participate in the neighborhood reception for the reopening of Mira Vista Park. Chairperson Immekus recognized City staff's efforts to acquire the funds for the new play structure.

Parks and Recreation Director Kaiser reported the City Park reseeding and maintenance phase would begin on December 1, 2014. She stated they would be holding discussions with regards to additional opportunities to secure and maintain the facility. She announced she had assisted Chairperson Immekus and Mayor Harper in interviewing candidates for the Parks and Recreation Commission vacancies. She gave a brief background of her personal and professional history.

Chairperson Immekus welcomed Parks and Recreation Director Kaiser to the City of Antioch.

## **Commission**

Commissioner McClelland requested staff consider updating the automated phone message regarding field closures.

Park and Recreation Director Kaiser reported a field update and a closure hotline would be implemented.

Commissioner K. Farr reported he and Commissioner J. Farr had visited various parks throughout the City and compiled a list of safety and maintenance issues. He offered to send the list to fellow Commissioners and staff.

Chairperson Immekus reported he had participated in interviews for Commission vacancies and Mayor Harper would be making his recommendations for appointments at the November 25, 2015 City Council meeting. He stated once new Commissioners were in place, he would be assigning park visitations. He informed Park and Recreation Director Kaiser that thank you gifts were prepared for outgoing Commissioners Flores and Davis and requested those presentations be made at the January Parks and Recreation Commission meeting.

Commissioner J. Farr reported on her attendance at the study session on the opportunities and constraints for developing a Downtown Specific Plan and updating the General Plan Land Use Element and Zoning Ordinance. She stated a river walk and park were being discussed as future amenities and questioned if the Parks and Recreation Commission would be involved in the process.

Parks and Recreation Director Kaiser stated if the City moved forward with park amenities for downtown, she would insure the Parks and Recreation Commission would be involved. She announced the next Parks and Recreation meeting would be held on January 15, 2015.

## **8. ADJOURNMENT**

There being no further business before the Commission, stand adjourned at 8:21 P.M. to January 15, 2014 in Council Chambers.

Respectfully Submitted,  
Kitty Eiden



**STAFF REPORT TO THE  
PARKS AND RECREATION COMMISSION**

**DATE:** Regular Meeting of January 15, 2015

**TO:** Parks and Recreation Commission

**SUBMITTED BY:** Nancy Kaiser, Parks and Recreation Director *Nancy Kaiser*

**SUBJECT:** **APPOINTMENT OF COMMISSION CHAIR FOR 2015**

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**RECOMMENDED ACTION**

It is recommended that the Parks and Recreation Commission appoint a Chairperson for 2015.

**DISCUSSION**

The Commission Chairperson oversees the meetings throughout the year, and may occasionally represent the Commission and City at official functions.



**STAFF REPORT TO THE  
PARKS AND RECREATION COMMISSION**

**DATE:** Regular Meeting of January 15, 2015  
**TO:** Parks and Recreation Commission  
**SUBMITTED BY:** Nancy Kaiser, Parks and Recreation Director *Nancy Kaiser*  
**SUBJECT:** **APPOINTMENT OF COMMISSION VICE-CHAIR FOR 2015**

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**RECOMMENDED ACTION**

It is recommended that the Parks and Recreation Commission appoint a Vice-Chairperson for 2015.

**DISCUSSION**

The Commission Vice-Chairperson acts in the absence of the Chairperson, and may occasionally represent the Commission and City at official functions.



**STAFF REPORT TO THE  
PARKS AND RECREATION COMMISSION**

**DATE:** Regular Meeting of January 15, 2015

**TO:** Parks and Recreation Commission

**SUBMITTED BY:** Nancy Kaiser, Parks and Recreation Director

**SUBJECT:** **ADOPT A 2015 MEETING SCHEDULE**

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**RECOMMENDED ACTION**

It is recommended that the Parks and Recreation Commission adopt a meeting schedule for 2015.

**DISCUSSION**

The Parks and Recreation Commission has experienced vacancies in recent years. The absence of Commissioners results in fewer meetings due to the lack of a quorum. The City Council approved new Commission appointments and beginning in 2015 the Commission is fully seated.

In 2014, The Parks and Recreation Commission held three meetings. In previous years the Commission averaged five meetings. Adopting a meeting schedule at the beginning of the calendar year will aid staff and commissioners with planning and scheduling items for discussion and approval.

The Parks and Recreation Commission meets regularly on the third Thursday of each month in the Council Chambers at 7:00pm. There may be special meetings or functions occasionally during the year. The Commission may choose to follow the example of City Council and implement a summer break, and a year-end holiday break. If the Commission follows a City Council schedule that would allow for ten regular meetings in 2015.





**STAFF REPORT TO THE  
PARKS AND RECREATION COMMISSION**

**DATE:** Regular Meeting of January 15, 2015  
**TO:** Parks and Recreation Commission  
**SUBMITTED BY:** Nancy Kaiser, Parks and Recreation Director *Nancy Kaiser*  
**SUBJECT:** **DISCUSSION OF PARKS AND RECREATION INITIATIVES  
IN 2015**

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**RECOMMENDED ACTION**

It is recommended that the Parks and Recreation Commission discuss opportunities for engaging the community in 2015 and identify initiatives that Commissioners and staff can highlight throughout the year.

Discussion only, no action taken.

**DISCUSSION**

The Parks and Recreation Commission serves as a liaison to the community on behalf of the City Council, and works with staff to carry forward the projects and initiatives of the City. The Commission does not create work plans for staff, but it is helpful to identify initiatives that benefit the community. When the opportunity arises, staff will link community initiatives with programs and projects.

The Mission of Parks and Recreation is to unify and strengthen our community by creating quality experiences that inspires lifelong learning. Recreational programs and services, parks, and trails lead Antioch in becoming the most desirable community in the region.