



## **PARKS & RECREATION COMMISSION MEETING**

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

**Thursday  
January 17, 2019  
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:

1. Motion to approve annotated agenda minutes of the Parks and Recreation Commission meeting of December 20, 2018.

#### **VI. BUSINESS**

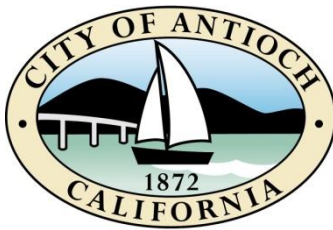
1. Appointment of Commission Chair for 2019
2. Appointment of Commission Vice-Chair for 2019
3. Adopt a 2019 Meeting Schedule
4. Discussion Regarding Placement of No Smoking Signs in Parks

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

1. Staff Communication
2. Commission Communication

#### **VIII. ADJOURNMENT**

*The meetings are accessible to those with disabilities. Auxiliary aides will be made available for persons with hearing or vision disabilities upon request in advance at (925) 779-7078 or TDD (925) 779-7081. Agenda and related writings provided to Commission members are available for viewing by the public during normal office hours at the Antioch Community Center, located at 4703 Lone Tree Way, Antioch, CA 94531, as well as at the Committee meeting. Individuals may view the agenda and related writings on the City of Antioch website: [www.ci.antioch.ca.us](http://www.ci.antioch.ca.us)*



## **PARKS & RECREATION COMMISSION MEETING**

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

**Thursday  
December 20, 2018  
7:00 p.m.**

### **ANNOTATED AGENDA**

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

*Call to Order by Chair McClelland at 7:05 pm*

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

*Chair McClelland led the Pledge of Allegiance*

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

*Commissioners Present: Eubanks, Foster, Knight, Othman, McClelland  
Staff Present: Nancy Kaiser, Parks and Recreation Director*

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

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

*There were no public comments*

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

Recommended Action:

1. Motion to approve annotated agenda minutes of the Parks and Recreation Commission meeting of November 15, 2018.

*Motion to Approve Minutes for Meeting of November 15, 2018 5 Yes / 0 No*

#### **VI. BUSINESS**

1. Presentation: The Antioch Council of Teens (ACT) Will Announce the Teen Friendly Business Award for 2018

*El Caporal Taqueria was recognized as the Teen Friendly Business of 2018; Recreation Program Coordinator Aaron Bowers introduced the Antioch Council of Teens (ACT) leadership team and they announced the recipient.*

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2. Cost Allocation Fee Study: Approve and Recommend Draft Policy to City Council

*Motion to approve Draft Policy and Recommend to City Council for Final Approval  
5 Yes / 0 No*

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

1. Staff Communication

*The Recreation Guide was mailed and registration for winter programs is open. There are several new classes and events. New this year is a Martin Luther King Jr. Day of Service on January 21, 2019.*

2. Commission Communication

*Commissioners provided positive comments about holiday events around the community; expressed interest in enhancing a relationship with the Antioch Historical Society. They are looking forward to the new appointments.*

## **VIII. ADJOURNMENT**

*The meeting adjourned at 8:30pm*

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

**DATE:** Regular Meeting of January 17, 2019

**TO:** Parks and Recreation Commission

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

**SUBJECT:** **ADOPT A 2019 MEETING SCHEDULE**

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**RECOMMENDED ACTION**

It is recommended that the Parks and Recreation Commission adopt a meeting schedule for 2019; the third Thursday of each month in the Council Chambers at 7:00pm.

**DISCUSSION**

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 2019.

Last year, the Commission held a joint meeting with the Crime Prevention Commission in ChiChiBu Park. The May meeting was at the Antioch Water Park prior to the season opening. The Commission may wish to continue having meetings in parks to meet with residents in the community and neighborhoods.

In 2018, The Parks and Recreation Commission held ten regular meetings. The Commission did not take a summer meeting break nor a year-end holiday break. The February and March meetings were cancelled.

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.



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

**DATE:** Regular Meeting of January 17, 2019

**TO:** Parks and Recreation Commission

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

**SUBJECT:** **APPOINTMENT OF COMMISSION CHAIR FOR 2019**

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**RECOMMENDED ACTION**

It is recommended that the Parks and Recreation Commission appoint a Chairperson for 2019.

**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 17, 2019  
**TO:** Parks and Recreation Commission  
**SUBMITTED BY:** Nancy Kaiser, Parks and Recreation Director *Nancy Kaiser*  
**SUBJECT:** **APPOINTMENT OF COMMISSION VICE-CHAIR FOR 2019**

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**RECOMMENDED ACTION**

It is recommended that the Parks and Recreation Commission appoint a Vice-Chairperson for 2019.

**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 17, 2019  
**TO:** Parks and Recreation Commission  
**SUBMITTED BY:** Nancy Kaiser, Parks and Recreation Director *Nancy Kaiser*  
**SUBJECT:** **DISCUSSION REGARDING PLACEMENT OF NO SMOKING  
SIGNS IN ANTIOCH PARKS**

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**RECOMMENDED ACTION**

It is recommended that the Parks and Recreation Commission discuss locations for the placement of “No Smoking” signs in Antioch Parks.

**DISCUSSION**

The Parks and Recreation Commission recommended that Antioch parks become smoke free and requested that staff explore the possibility of implementing a program. Currently, the Antioch Municipal Code, Chapter 6-8.04, regulates smoking in areas. Additionally, Chapter 10-2.04 authorizes the Parks and Recreation Director to implement temporary rules in the interest of public health.

Smoking is banned completely inside public buildings including community centers. The Antioch Water Park prohibits smoking due to the proximity of pool chemicals. Waldie Plaza and Antioch Community Park also prohibit smoking.

Additional suggestions for smoking bans will assist staff with sign installation prior to the summer season. The Public Works Department has an inventory of signs to utilize; a sample is provided.

