

# **PARKS & RECREATION COMMISSION MEETING**

# NOTE THE MEETING CHANGE

Thursday November 19, 2020 7:00 p.m.

# AGENDA

PURSUANT TO GOVERNOR GAVIN NEWSOM'S EXECUTIVE ORDER N-29-20 AND THE ORDER OF THE HEALTH OFFICER OF CONTRA COSTA COUNTY CONCERNING THE NOVEL CORONAVIRUS DISEASE THIS MEETING WILL BE HELD AS A TELECONFERENCE/VIRTUAL MEETING. OBSERVERS MAY VIEW THE MEETING LIVESTREAMED VIA THE RECREATION DEPARTMENT'S WEBSITE AT: https://antiochca.gov/parksandrecreationmeeting

## Notice of Opportunity to Address the Parks and Recreation Commission

There are two ways to submit public comments to the Commission: Prior to 7:00pm the day of the meeting written comments may be submitted electronically to the Director of Parks and Recreation at the following email address: nkaiser@ci.antioch.ca.us. Include your comments in the email communication.

All comments received before 7:00 pm the day of the meeting will be provided to the Parks and Recreation Commissioners at the meeting. **Please indicate the agenda item and title in your email subject line.** 

After 7:00 the day of the meeting and during the meeting all comments may be submitted verbally by dialing (925)779-7078. Call-in comments will be heard by Commissioners during the virtual meeting.

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: <u>www.ci.antioch.ca.us</u>



# PARKS & RECREATION COMMISSION MEETING

November 19, 2020

# 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 August 20, 2020.

# VI. BUSINESS

- 1. Deer Valley Estates Subdivision Determination of the Dedication of Land or Payment of Park-In-Lieu Fees
- 2. Resolution of Support for a Transportation Development Act Grant for the Pedestrian Safety Improvements, Phase II (P.W. 124-2)
- 3. Ratify Ban on Bounce Houses and Inflatables in Parks and Picnic Areas

# VII. COMMUNICATIONS (Announcements and Correspondence)

- 1. Staff Communication
- 2. Commission Communication

# VIII. ADJOURNMENT

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# PARKS & RECREATION COMMISSION MEETING

NOTE THE MEETING LOCATION CHANGE

Antioch Community Center 4703 Lone Tree Way Antioch, CA 94531

> Thursday August 20, 2020 7:00 p.m.

# ANNOTTATED AGENDA

I. CALL TO ORDER

Call to Order by Chair Arce at 7:00 pm

II. PLEDGE OF ALLEGIANCE

Chair Arce led the Pledge of Allegiance

III. ROLL CALL Commissioners Present: Arce, Eubanks, Knight, McClelland, Peckenham Commissioners Absent: Belche, Foster, Staff Present: Nancy Kaiser, Parks and Recreation Director John Samuelson, Public Works

Scott Buenting, Public Works

# 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 July 16, 2020.

Motion to Approve Minutes for Meeting of May 21, 2020 5 Yes / 0 No

2 Absent

# VI. BUSINESS

1. Park Ridge "Park" Approval and Recommendation to Planning Commission and City Council

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Public Works staff introduced the project. The applicant representing the Park Ridge Subdivision made a presentation to Commission about the park and open space and answered questions. The park will be completed by the 271<sup>st</sup> building permit, and the subdivision includes 525 homes. The project is anticipated to begin spring 2021. The Commission requested more benches along the open space and park trails.

Motion to approve the "Park Ridge Park" Conceptual Landscape Plans and Recommend approval to the Planning Commission and City Council subject to the conditions outlined in the project Conditions of Approval. 5 Yes / 0 No 2 Absent

# VII. COMMUNICATIONS (Announcements and Correspondence)

#### 1. Staff Communication

COVID-19 continues to impact city services and facilities however, some fall programs have adapted and are able to meet the rules and health requirements in place. City facilities remain closed to general public entry until further notice. Playgrounds remain closed; opening may take place later in the fall. Large gatherings and recreational team sports are still not allowed and the City is not approving any special event permit applications.

# 2. Commission Communication

Members of the Commission thanked staff for their work re-opening park restrooms and requested soap dispensers where practical. The Commission inquired about the status of alternative work programs; staff informed Commission that alternative work programs were discontinued during COVID. Commissioners encouraged people to still participate in the Coastal Clean-Up by picking up litter in their neighborhood or local park. Additionally, Commissioners inquired about the ability to provide Therapeutic Recreation programs especially during COVID.

#### VIII. ADJOURNMENT

The meeting adjourned at 8:15pm

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# CITY OF ANTIOCH CALIFORNIA

# STAFF REPORT TO THE PARKS AND RECREATION COMMISSION

DATE:	Regular Meeting of November 19, 2020
TO:	Parks and Recreation Commission
SUBMITTED BY:	Vicky Lau, Junior Engineer
APPROVED BY:	John Samuelson, Public Works Director/City Engineer $\mathcal{I}^{\mathcal{S}}$
SUBJECT:	Deer Valley Estates Subdivision Determination of the Dedication of Land or Payment of Park-In-Lieu Fees

#### **RECOMMENDED ACTION**

It is recommended that the Parks and Recreation Commission forward to the Planning Commission a determination that the Deer Valley Estates Subdivision is subject to a payment of \$181,500 of park land dedication park-in-lieu fees and condition the "Private Park" to meet all the City's park design standards.

#### BACKGROUND

The applicant proposes a new residential subdivision (Deer Valley Estates) that would create 121 new single-family residential lots on an existing undeveloped parcel on the north side of the existing Kaiser Hospital and east of Deer Valley Road.

The Subdivision Ordinance (Section 9-4.1002) requires the dedication of land for the development of parks or the payment of park-in-lieu fees or both for all new subdivisions creating five or more lots. The Code requires that the Parks and Recreation Commission forward a determination of the needed land dedication or fees to the Planning Commission for consideration with the proposed subdivision map.

The Code includes a formula for determining the required land dedication and the corresponding park-in-lieu fees. The City strives to provide 5.0 acres of land for each 1,000 persons. The number of persons per dwelling unit is determined by the code and is shown in the following table along with corresponding land dedication and park-in-lieu fee requirements.

Unit Category	Average Persons/Unit	Land Dedication/Unit	In-Lieu Fees/Unit
Single-Family, Detached	3.0	0.015 acres	\$ 1,500
Single-Family, Attached	2.2	0.011 acres	\$1,100
Duplexes	1.9	0.0095 acres	\$950
Multi-Family	1.9	0.0095 acres	\$950
Mobile Homes	1.9	0.0095 acres	\$950

Unit Category	Average	Land	In-Lieu
	Persons/Unit	Dedication/Unit	Fees/Unit
Senior Housing	1.5	0.0075 acres	\$750

This project would ordinarily require a dedication of 1.815 acres (79,061 square feet) of land. However, Section 9-4.1005(B) states that subdivisions creating 50 dwelling units or more must dedicate land at the option of the City or pay the park-in-lieu fees. The project dedication and payment requirements are described in the following table:

	Persons	Land Dedication	In-lieu Fees
Per Unit	3 persons	0.015 acres	\$ 1,500
Project Total	363 persons	1.815 acres	\$181,500

In general when determining whether land should be dedicated, the Parks and Recreation Commission is directed to consider the General Plan; any applicable adopted Specific Plan; the topography, geography, access, and location of land in the subdivision available for dedication; the size and shape of the subdivision and the land available for dedication; the feasibility of dedication with the General Plan and/or Specific Plan; and the availability of previously acquired park property.

Based on the Tentative Vesting Map, Deer Valley Estates, Subdivision 9518 submitted, there is only 1.12 acres (48,787 square feet) dedicated as a park which falls short of the 1.815 acres required. Moreover, the park is deemed as a "Private Park" and will be maintained by the Home Owners Association (HOA) formed by this subdivision. As such there is zero dedication of park land and hence this subdivision will be required to pay the full park-in-lieu fees. Per Section 9-4.10.10(D)(6), this private park does not qualify for any fee credits as it is less than 2 acres.

Staff recommends that the Parks and Recreation Commission condition the "Private Park" to meet all the City's park design standards current at the time of construction of the park such as irrigation, benches, tables, play equipment, BBQs, garbage cans, dog park, etc. in the event that the HOA is dissolved and City has to take over the maintenance of the "Private Park".

# SUMMARY

Staff recommends that the Parks and Recreation Commission forward to the Planning Commission a determination that the project is subject to a payment of \$181,500 of park land dedication park-in-lieu fees and condition the "Private Park" to meet all the City's park design standards.

# **ATTACHMENTS**

- A. Resolution 2020/\*\*
- B. Vicinity Map
- C. Preliminary Park Plan

# ATTACHMENT "A"

#### **RESOLUTION NO. 2020/\*\***

### RESOLUTION OF THE CITY PARKS AND RECREATION COMMISSION OF THE CITY OF ANTIOCH RECOMMENDING ACCEPTANCE OF PARK-IN-LIEU FEES TO MEET THE PARK LAND OBLIGATION OF THE DESERT VALLEY ESTATES SUBDIVISION

**WHEREAS**, the City of Antioch has received an application for the Deer Valley Estates project, a subdivision that includes 121 single-family dwelling units;

**WHEREAS**, the City requires that subdivisions that include residential development shall dedicate land or pay park-in-lieu fees or both;

**WHEREAS**, the total calculated park land obligation for the Project is 1.815 acres as established by the City of Antioch Municipal Code for purposes of park land dedication;

WHEREAS, the park-in-lieu fees for the Deer Valley Estates project has been calculated at \$181,500 based on the requirements of the City of Antioch Municipal Code;

**WHEREAS**, the Subdivision Ordinance states that subdivisions creating 50 dwelling units or more must dedicate land at the option of the City of Antioch or pay the park-in-lieu fees or both; and

**WHEREAS**, the "Private Park" is conditioned to meet all the City's park design standards current at the time of park construction;

**NOW, THEREFORE, BE IT RESOLVED**, that the Park and Recreation Commission does recommend that the Deer Valley Estates project meet its park land dedication requirements through the payment of park-in-lieu fees; and

**BE IT FURTHER RESOLVED** that the Park and Recreation Commission does recommend that park-in-lieu fees in the amount of \$181,500 be paid to the City of Antioch to meet the Project's park land dedication obligation.

\* \* \* \* \* \* \*

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the Parks and Recreation Commission of the City of Antioch at a regular meeting thereof held on the 19<sup>th</sup> day of November 2020 by the following vote:

AYES:

NOES:

**ABSTAINS:** 

ABSENT:

NANCY KAISER CLERK TO THE PARKS AND RECREATION COMMISSION

# **ATTACHMENT "B"**

# **Deer Valley Estates** By Blue Mountain Communities

# Vicinity Map



# **Park Location**





"O" TNAMHOATTA

Engle Sammit



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# CITY OF ANTIOCH CALIFORNIA

# STAFF REPORT TO THE PARKS AND RECREATION COMMISSION

DATE:	Regular Meeting of November 19, 2020
TO:	Parks and Recreation Commission
SUBMITTED BY:	Tracy Shearer, Assistant Engineer
REVIEWED BY:	Scott Buenting, Project Manager
APPROVED BY:	John Samuelson, Public Works Director/City Engineer
SUBJECT:	Resolution of Support for a Transportation Development Act Grant for the Antioch School Pedestrian Safety Improvements (P.W. 124-2)

#### **RECOMMENDED ACTION**

It is recommended that the Parks and Recreation Commission, acting as the Pedestrian and Bicycle Advisory Committee (PBAC) for the City of Antioch, adopt the attached Resolution of Support for Antioch School Pedestrian Safety Improvements Project Transportation Development Act ("TDA") Article 3 grant application for safety improvements near Turner Elementary School and Fremont Elementary School.

#### DISCUSSION

Staff is recommending the City submit an application requesting an allocation of the TDA Article 3 Pedestrian/Bicycle project funds for pedestrian safety improvements. This work will include installing safety improvements, such as Rectangular Rapid Flashing Beacons ("RRFBs") or other enhanced crossing facilities, speed radar and pedestrian warning devices near Turner Elementary and Fremont Elementary. In addition, concrete curb ramps will be installed, and school crossing signage and legends will be upgraded. City staff plan to prepare and submit an application to request grant funding prior to the grant deadline of January 31, 2021.

#### **ATTACHMENTS**

A: Resolution

#### **ATTACHMENT "A"**

#### **RESOLUTION NO. 2020/\*\***

## RESOLUTION OF THE PARKS AND RECREATION COMMISSION OF THE CITY OF ANTIOCH, ACTING AS THE CITY OF ANTIOCH PEDESTRIAN AND BICYCLE ADVISORY COMMITTEE, RESOLUTION OF SUPPORT FOR THE ANTIOCH SCHOOL PEDESTRIAN SAFETY IMPROVEMENTS PROJECT TRANSPORTATION DEVELOPMENT ACT ARTICLE 3 GRANT APPLICATION P.W. 124-2

**WHEREAS,** on August 11, 2015, the Antioch City Council appointed the Parks and Recreation Commission as the Pedestrian and Bicycle Advisory Committee (PBAC) for the City of Antioch;

**WHEREAS,** on May 19, 2016, the Parks and Recreation Commission acting as the PBAC for the City of Antioch recommended safety projects as one of the priorities for bicycle and pedestrian improvements in the City; and

**WHEREAS**, the City of Antioch desires to submit a request to MTC for the allocation of TDA Article 3 funds to support the projects described in Exhibit A to this resolution, which are for the exclusive benefit and/or use of pedestrians and/or bicyclists.

**NOW, THEREFORE, BE IT RESOLVED**, that the project was reviewed on November 19, 2020 by the Parks and Recreation Commission, the designated PBAC for the City of Antioch and the designated representative; and furthermore, be it

**RESOLVED**, that the Antioch School Pedestrian Safety Improvements Project will provide improved safety for bicyclists and pedestrians; and furthermore, be it

**RESOLVED**, that a certified copy of this resolution and its attachments, and any accompanying supporting materials shall be forwarded to the congestion management agency, countywide transportation planning agency, or county association of governments, as the case may be, of Contra Costa County for submission to MTC as part of the countywide coordinated TDA Article 3 claim.

\* \* \* \* \*

**I HEREBY CERTIFY** that the foregoing resolution was passed and adopted by the Parks and Recreation Commission of the City of Antioch, acting as the City's PBAC, at a regular meeting thereof held on the 19<sup>th</sup> day of November, 2020 by the following vote:

AYES:

NOES:

ABSENT:

# EXHIBIT "A"

Re: <u>Request to the Metropolitan Transportation Commission for the Allocation of Fiscal</u> <u>Year 2021 Transportation Development Act Article 3 Pedestrian/Bicycle Project</u> <u>Funding</u>

Findings

- 1. That the City of Antioch is not legally impeded from submitting a request to the Metropolitan Transportation Commission for the allocation of Transportation Development Act (TDA) Article 3 funds, nor is the City of Antioch legally impeded from undertaking the project(s) described in Exhibit A of this resolution.
- 2. That the City of Antioch has committed adequate staffing resources to complete the project(s) described in Exhibit A.
- 3. A review of the project(s) described in Exhibit A has resulted in the consideration of all pertinent matters, including those related to environmental and right-of-way permits and clearances, attendant to the successful completion of the project(s).
- 4. Issues attendant to securing environmental and right-of-way permits and clearances for the projects described in Exhibit A have been reviewed and will be concluded in a manner and on a schedule that will not jeopardize the deadline for the use of the TDA funds being requested.
- 5. That the project(s) described in Exhibit A comply with the requirements of the California Environmental Quality Act (CEQA, Public Resources Code Sections 21000 et seq.).
- 6. That as portrayed in the budgetary description(s) of the project(s) in Exhibit A, the sources of funding other than TDA are assured and adequate for completion of the project(s).
- 7. That the project(s) described in Exhibit A are for capital construction and/or design engineering; and/or for the maintenance of a Class I bikeway which is closed to motorized traffic; and/or for the purposes of restriping Class II bicycle lanes; and/or for the development or support of a bicycle safety education program; and/or for the development of a comprehensive bicycle and/or pedestrian facilities plan, and an allocation of TDA Article 3 funding for such a plan has not been received by the City of Antioch within the prior five fiscal years.
- 8. That the project(s) described in Exhibit A is included in a locally approved bicycle, pedestrian, transit, multimodal, complete streets, or other relevant plan.
- 9. That any project described in Exhibit A that is a bikeway meets the mandatory minimum safety design criteria published in Chapter 1000 of the California Highway Design Manual.
- 10. That the project(s) described in Exhibit A will be completed before the funds expire.
- 11. That City of Antioch agrees to maintain, or provide for the maintenance of, the project(s) and facilities described in Exhibit A, for the benefit of and use by the public.

# **TDA Article 3 Project Application Form**

Fiscal Year of this Claim: FY 21/22	Applicant: City of Antioch		
Contact person: Tracy Shearer			
Mailing Address: 200 H St, Antioch 94509			
E-Mail Address: tshearer@ci.antioch.ca.us	Telephone: 925-779-6130		
Secondary Contact (in event primary not availabl	e) Scott Buenting		
E-Mail Address: Sbuenting@ci.antioch.ca.us	Telephone: 925-779-6129		
Short Title Description of Project: Antioch School Pedestrian Safety Improvements			
Amount of claim: \$90,000			
Functional Description of Project: <u>Install RRFBs or other enhanced crossings at the main crossings in front of Turner and Fremont Elementary in Antioch. Install flashing</u> <u>radar lights on Delta Fair Boulevard ahead of Turner Elementary. Also update curb ramps and school signage and freshen up pavement</u> markings in front of both schools.			

#### **Financial Plan:**

List the project elements for which TDA funding is being requested (e.g., planning, engineering, construction, contingency). Use the table below to show the project budget for the phase being funded or total project. Include prior and proposed future funding of the project. Planning funds may only be used for comprehensive bicycle and pedestrian plans. Project level planning is not an eligible use of TDA Article 3.

# <u>Project Elements: RRFBs or other crossing enhancements, Flashing Radar, curb ramps, school crosswalk signage and legends</u>

Funding Source	All Prior FYs	Application FY	Next FY	Following FYs	Totals
TDA Article 3		90,000			90,000
list all other sources:				No. 12 Address of	
1.					
2.					
3.					
4.				n	
Totals					

Project Eligibility:	YES?/NO?
A. Has the project been approved by the claimant's governing body? (If "NO," provide th anticipated). November 24, 2020	e approximate date approval is Yes
B. Has this project previously received TDA Article 3 funding? If "YES," provide an expla	nation on a separate page. No
C. For "bikeways," does the project meet Caltrans minimum safety design criteria pursua Highway Design Manual? (Available on the internet via: <u>http://www.dot.ca.gov</u> ).	nt to Chapter 1000 of the California N/A
D. Has the project been reviewed by a Bicycle Advisory Committee (BAC)? (If "NO," prov project was reviewed by the BAC: January 16, 2020	ride an explanation). Enter date the Yes
E. Has the public availability of the environmental compliance documentation for the projection evidenced by the dated stamping of the document by the county clerk or county record include construction).	ect (pursuant to CEQA) been N/A der? (required only for projects that
F. Will the project be completed before the allocation expires? Enter the anticipated com year)	pletion date of project (month and Yes
G. Have provisions been made by the claimant to maintain the project or facility, or has th maintenance by another agency? (If an agency other than the Claimant is to maintain <u>Concrete, striping and signage to be maintained by Antioch, Enhanced crossing to be</u> <u>the City of Antioch</u>	the facility provide its name:



# STAFF REPORT TO THE PARKS AND RECREATION COMMISSION

SUBJECT:	Ratify Ban on Bounce Houses and Inflatables in Parks and Picnic Areas
SUBMITTED BY:	Nancy Kaiser, Parks and Recreation Directorhany kaiser
TO:	Parks and Recreation Commission
DATE:	Regular Meeting of November 19, 2020

# **RECOMMENDED ACTION**

It is recommended that the Parks and Recreation Commission ratify the ban on bounce houses and inflatables in parks and picnic areas due to COVID State and County Health Orders for public health and safety.

# **DISCUSSION**

When the COVID pandemic began in March 2020 State and County Health Orders were issued to protect public health and safety, and during the last seven months the health orders have fluctuated based on health reports and data. The primary criteria for all health orders has focused on social distancing and wearing face masks in public, along with socializing in a recognized small group such as a family or household unit.

Currently, recreational team sports and large gatherings are still prohibited. Parks, playgrounds and restrooms have been part of multiple directives for opening and closing periods in all Bay Area counties.

Inflatables and bounce houses by their very nature, promote heavy cardio activity within close proximity and on many occasions include numerous people at one time inside a bounce house or inflatable. In order to meet health and safety guidelines bounce houses and inflatables have been disallowed from parks and picnic areas until further notice. Per the Antioch Municipal Code (AMC), the Parks and Recreation Director is authorized to implement policy directives for emergency purposes.

The purpose and intent of AMC Title 10, Parks and Recreation, is to provide rules and regulations regarding the use of city parks and recreation facilities, for protection of the public health and safety, for general welfare of the residents of the city and users of parks, open space, public rights-of-way and recreation facilities. Title 10, Chapter 2.04 Authority in Special Circumstances, Section (B) states The Director may establish temporary rules and regulations from time to time as necessary for the proper administration and regulation of conduct in the city's park and recreation areas. Such temporary regulations shall be made when emergencies or other circumstances require immediate action.

VI-3 Agenda Item #