



## **PARKS & RECREATION COMMISSION MEETING**

**Antioch City Hall  
200 H Street  
Antioch, CA 94509**

**Thursday  
December 21, 2023  
7:00 p.m.**

### **AGENDA**

*Parks and Recreation Commission Meetings are live-streamed 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:

Members of the public attending the meeting in person may speak during “public comments” or during an agenda item. If you wish to speak either during “public comments” or during an agenda item, please approach the podium at the appropriate time and the Chair will notify you when you may speak. Please limit your comments to the time allotted (up to 3 minutes, at the discretion of the Chair).

If you wish to provide a written public comment you may email the Director of Parks and Recreation at [bhelfenberger@antiochca.gov](mailto:bhelfenberger@antiochca.gov), by 3:00 p.m. the day of the Parks and Recreation Commission Meeting. Please note, written public comments received by 3:00 p.m. the day of the Parks and Recreation Commission Meeting will be shared with the Parks and Recreation Commission before the meeting, entered into the public record, retained on file, and available to the public upon request. Written public comments will not be read during the Parks and Recreation Commission Meeting.

*Individuals may view the agenda and related writings on the City of Antioch website: [www.antiochca.gov](http://www.antiochca.gov). In accordance with the Americans with Disabilities Act and California law, it is the policy of the City of Antioch to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including individuals with disabilities. If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation, please contact the ADA Coordinator at the number or address below at least 72 hours prior to the meeting or when you desire to receive services. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility. The City’s ADA Coordinator can be reached @ Phone: (925) 779-6950, and e-mail: [publicworks@ci.antioch.ca.us](mailto:publicworks@ci.antioch.ca.us).*



## **PARKS & RECREATION COMMISSION MEETING**

**December 21, 2023**

### **AGENDA**

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. PLEDGE OF ALLEGIANCE**

**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 November 16, 2023.

**VI. BUSINESS**

1. Antioch Senior Center and Nick Rodriguez Community Center Programs  
Update from Recreation Supervisor Jun Gandia
2. Discussion of Possible "Adopt a Trail" Program
3. Discussion of Areas in Parks Designated for Skateboarding, Roller Blading, Roller Skates, or Bicycles

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

1. Staff Communication
2. Commission Communication

**VIII. ADJOURNMENT**

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## **PARKS & RECREATION COMMISSION MEETING**

**Thursday  
November 16, 2023  
7:00 p.m.**

### **ANNOATED AGENDA**

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

*Call to Order by Chair King at 7:00 pm*

#### **II. ROLL CALL**

*Commissioners Present: Del Castillo, Ellis, Eubanks, King, Matthews, Williams*

*Commissioners Absent: Pedrotti*

*Staff Present: Brad Helfenberger, Acting Assistant City Manager/  
Parks and Recreation Director*

*Shahad Wright, Acting Recreation Services Manager*

*Carlos Zepeda, Deputy Public Works Director*

#### **III. PLEDGE OF ALLEGIANCE**

*Chair King led the Pledge of Allegiance*

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

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

*Prior to Public Comments, the two new Commissioners Daynon Matthews and Lemuel Del Castillo introduced themselves and were welcomed by the Commission.*

*Dwayne Eubanks from the Antioch Historical Society announced the opening of the "Red Caboose" Exhibit at the Antioch Historical Museum along with the ribbon cutting event scheduled for November 18.*

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

Recommended Action:

1. Motion to approve annotated agenda minutes of the Parks and Recreation Commission Meeting of August 17, 2023.

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*Motion to approve minutes of the Parks and Recreation Commission meeting  
August 17, 2023.*

*Motion: Ellis  
Second: Matthews  
5 Yes/0 No  
1 Abstain (Del Castillo)  
1 Absent*

## **VI. BUSINESS**

1. Adding an Additional Member to the Rivertown Community Space Ad-Hoc Committee

*Director Helfenberger gave background on the project and progress so far. An Ad Hoc Committee for the Rivertown Community Space was formed at the Parks and Recreation Commission Regular Meeting of August 17, 2023 and initially included Commissioners Ellis and King. At that time, the Commission requested to have the option to add a third member at this meeting.*

*Motion to add Commissioner Del Castillo to the Rivertown Community Space Ad-Hoc Committee*

*Motion: King  
Second: Eubanks  
6 Yes/0 No  
1 Absent*

2. Formation of an Ad-Hoc Committee for Purposes of Reviewing Civic Enhancement Grant Applications and Award Recommendations

*Director Helfenberger gave background on the Civic Enhancement Grant Program, which provides \$50,000 annually for non-profits for programs and infrastructure enhancements. The Ad-Hoc Committee will review applications and provide recommendations to the Commission for final funding recommendation to City Council.*

*Motion to create an Ad-Hoc Committee for the Civic Enhancement Grant Program with Commissioners King, Ellis, and Matthews to serve on the Committee with the option to add a third member of the Committee at a future meeting.*

*Motion: Matthews  
Second: Eubanks  
6 Yes/0 No  
1 Absent*

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### 3. Discussion of Possible Hygiene Stations in Parks

*Commissioner King explained her idea of placing Hygiene Stations in selected parks. The station would resemble a "lending library" that would have toiletries and other hygiene supplies intended to be available primarily for unhoused residents but also for anyone who needs them. Commissioner King's vision is to identify a non-profit organization to establish and maintain the station. She agreed to connect a non-profit interested in this work with Director Helfenberger to discuss next steps.*

*This item will return for discussion when an update is available.*

## VII. COMMUNICATIONS (Announcements and Correspondence)

### 1. Staff Communication

*Director Helfenberger introduced Acting Recreation Services Manager Shahad Wright, who will be attending Commission meetings on a regular basis moving forward. Manager Wright shared information about upcoming events and activities including the Holiday Delites Parade and Tree Lighting. Commissioners King, Ellis, and Eubanks volunteered to serve as parade judges.*

### 2. Commission Communication

*Commissioner Eubanks welcomed the new Commissioners and asked about Big Truck Day, which was held in September. Commissioner King shared that she attended the Veterans Day event on November 11. She also asked about the City's Youth Programs. Director Helfenberger gave a brief outline on programs currently being offered. Commissioner Del Castillo shared his interest in improving cycling opportunities and creating a Bicycle Master Plan. Director Helfenberger shared that the Parks and Recreation Commission has been designated by the City Council to also serve as the Bicycle-Pedestrian Advisory Committee so this is a subject that can be discussed. Commissioner Ellis then asked about the status of the Bicycle Garden Project and Director Helfenberger provided a brief update.*

## VIII. ADJOURNMENT

Motion: King  
Second: Matthews

6 Yes /0 No

1 Absent

Meeting Adjourned at 8:10 pm


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

**DATE:** Regular Meeting of December 21, 2023

**TO:** Members of the Parks and Recreation Commission

**SUBMITTED BY:** Brad Helfenberger, Parks and Recreation Director 

**SUBJECT:** Antioch Senior Center and Nick Rodriguez Community Center Programs Update from Recreation Supervisor Jun Gandia

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### **RECOMMENDED ACTION**

It is recommended that the Parks and Recreation Commission receive the update and discuss.

### **FISCAL IMPACT**

This recommended action has no direct fiscal impact at this time.

### **DISCUSSION**

At the Parks and Recreation Commission regular meeting of February 16, 2023, the Commission expressed a desire to have the Recreation Supervisors return for updates on their programs after their initial presentations held throughout 2022. The four Recreation Supervisors will attend Commission meetings periodically to give updates on their respective program areas and answer any questions the Commission may have.

In attendance tonight is Recreation Supervisor Jun Gandia, who oversees programs and activities at the Antioch Senior Center and Nick Rodriguez Community Center.

### **ATTACHMENTS**


None



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

**DATE:** Regular Meeting of December 16, 2023

**TO:** Members of the Parks and Recreation Commission

**SUBMITTED BY:** Brad Helfenberger, Parks and Recreation Director 

**SUBJECT:** Discussion of Possible "Adopt A Trail" Program

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### **RECOMMENDED ACTION**

It is recommended that the Parks and Recreation Commission discuss and provide a recommendation to City staff.

### **FISCAL IMPACT**

This recommended action has no direct fiscal impact at this time.

### **DISCUSSION**

This item is solely for the Parks and Recreation Commission's discussion. The item was requested for discussion by Commissioner Matthews, who would like to propose an "Adopt-A-Trail" style program in which residents would volunteer to pick up trash along a segment of a City Trail for a specified period of time. This discussion will help identify possible areas of focus for future projects.

### **ATTACHMENTS**


None

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

**DATE:** Regular Meeting of December 21, 2023

**TO:** Members of the Parks and Recreation Commission

**SUBMITTED BY:** Brad Helfenberger, Parks and Recreation Director 

**SUBJECT:** Discussion of Areas in Parks Designated for Skateboarding, Roller Blading, Roller Skates, or Bicycles

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**RECOMMENDED ACTION**

It is recommended that the Parks and Recreation Commission discuss and provide a recommendation to City staff.

**FISCAL IMPACT**

This recommended action has no direct fiscal impact at this time.

**DISCUSSION**

This item is solely for the Parks and Recreation Commission's discussion. The item was requested for discussion by Commissioner King, who has shared with staff that the issue has been brought to her attention by a few residents who have expressed frustration with the existing municipal code on designated areas for skating. This discussion will help identify possible areas of focus for future projects. The existing relevant municipal code section is below:

**10-2.08 PARKS/RECREATION FACILITIES REGULATIONS** (2) No skateboards, roller blades, roller skates or bicycles are permitted on tennis courts or other areas not designed for such use. They must not be operated in an unsafe manner within all park sites.

**ATTACHMENTS**

None



### **Parks and Recreation Commission Requested Discussion Items**

[illegible]

**"Faith is taking the first step even when you don't see the whole staircase."**

—Dr. Martin Luther King, Jr.



# MLK DAY OF SERVICE



**"a day on, not a day off,"**  
encouraging all Americans to volunteer  
to improve their communities

## SAVE THE DATE

**Monday,  
January 15th, 2024**

*Let's work together building a  
stronger Antioch!*

In collaboration with Antioch  
Unified School District, choose one  
of the following ways to perform  
an act of service:

**Senior Center "Day of  
Engagement"  
#10873**

**Local school art project  
#10892**

For more details, please visit  
[antioch.gov/mlk-day](https://antioch.gov/mlk-day)

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# ANTIOCH RIVERTOWN COMMUNITY SPACE

HELP DESIGN THIS  
OUTDOOR SPACE!



## COMMUNITY DESIGN WORKSHOP

Join the discussion and share  
your thoughts on a new outdoor  
community space in historic  
Rivertown!

Open to all community  
members!

**Thursday Feb. 8, 2024**

6:00pm - 8:00pm

ANTIOCH COMMUNITY CENTER

4703 Lone Tree Wy, Antioch, CA

OR

**Sunday Feb. 18, 2024**

4:00pm - 6:00pm

NICK RODRIGUEZ CMTY CENTER

213 F Street, Antioch, CA

**Help us design  
through fun activities  
and discussions!**

\*Refreshments will be provided

**Share your  
thoughts now**



Please take  
a moment  
to fill out this  
short survey