

Antioch City Hall  
Regular Meeting  
May 13, 2010

**CITY OF ANITCOH  
PARKS AND RECREATION COMMISSION**

Vice Chairperson Bonwell called the meeting to order at 7:04 p.m. on Thursday May 13, 2010.

**PLEDGE OF ALLEGIENCE**

Present: Vice Chairperson Bonwell, Flores, Robertson, Scoble and Simmons

Absent: Commissioners Immekus, and Davis

Staff Present: Lonnie Karste, Interim Director Recreation Department  
Ryan Graham, Deputy Director of Community Development/Recreation Department  
Kitty Eiden, Minutes Clerk

**PUBLIC COMMENTS** - None

**APPROVAL OF MINUTES:** (February 18, 2010, April 8, 2010)

There being no quorum of members present this evening that attended the February 18 and April 8, 2010 meetings, this item was tabled.

Lonnie Karste introduced new Commissioner Lynn Simmons and newly appointed Deputy Director of Community Development/Recreation Department Ryan Graham.

Vice Chairperson Bonwell welcomed Commissioner Simmons.

Commissioner Simmons congratulated Ryan Graham. She gave a brief personal history and reviewed her involvement in volunteer positions throughout the city.

Deputy Director of Community Development/Recreation Department Graham gave a history of his employment in the city and stated he looks forward to working with the Commission in the future.

Vice Chairpersons Bonwell welcomed Ryan Graham to the Recreation Department.

**BUSINESS**

**A. PARKS AND RECREATION COMMISSION MEETING PROTOCOL**

Interim Director Recreation Department Karste reviewed the history of the Municipal Code Ordinance and gave a brief power point presentation of Meetings Management tips. Additionally, he discussed Roberts Rules of Orders and recommended the Parks and Recreation Commission receive and file the report.

**B. WEBSITE REVIEW**

Interim Director Recreation Department Karste led the Commission in a website review and recommended the Parks and Recreation Commission review and discuss the item.

Vice Chairperson Bonwell reported the subcommittee has not met yet, however he has conducted some research.

The Parks and Recreation Commission reviewed the Parks and Recreation Department websites for the cities of Walnut Creek, Berkeley, San Francisco and San Ramon. They provided the following input during their review for items to consider implementing:

- Easy mouse over flying out navigation along the top and left hand side of the webpage
- Consistent navigation/theme/font throughout the city's website
- Minimize scrolling/banners/artwork
- Latest news by date
- Eliminate navigation on the bottom of the page
- Appropriate grouping of information
- Dedicated home page for Parks and Recreation Department
- Antioch Parks and Recreation webpage linked directly from search engines
- Improved search function from home page
- Clear link to park facilities and map with icons showing amenities
- Effective site map
- Grouping of common topics
- PDF documents opening into a new browser window

Vice Chairperson Bonwell and Commissioner Scoble agreed to work within the subcommittee to discuss information from this evening and bring recommendations forward for the IT Department/web designer to review.

Deputy Director of Community Development/ Recreation Department Graham gave a brief history of the development of the city's website.

Commissioner Robertson suggested requesting soliciting public input for the city's website through advertising on the Comcast public access channel.

### **C. RECREATION SUMMER PROGRAM KICK-OFF**

Interim Director Recreation Department Karste gave a brief overview of the Recreation Summer Program guide and Aloha Summer pamphlet recommending the Parks and Recreation Commission receive and file the report. He reported staff has booked approximately 12k visits to the Water Park from the Contra Costa Child Cares program, which will result in approximately \$50k in revenue for the city.

Commissioner Robertson suggested the Parks and Recreation Department web address be put on the guide.

Vice Chairperson Bonwell suggested the Recreation Department acquire their own URL for ease of use.

Interim Director of Recreation Karste reminded the Parks and Recreation Commission of the sneak peek tour of Prewett Water Park on May 19, 2010.

### **D. NEW COMMUNITY CENTER UPDATE**

Interim Director Recreation Department Karste gave a brief oral presentation and photo tour of the new community center recommending the Parks and Recreation Department receive and file the report. He cautioned the Commission that the Community Center is in jeopardy of opening due to the current budget crisis in the city. Deputy Director of Community Development/ Recreation Department Graham added there is incorrect information regarding the budget circulating in the community and if anyone wants accurate information they are encouraged to contact staff directly.

Interim Director Recreation Department Karste announced the Recreation Department budget will be discussed at a budget study session scheduled for May 18, 2010 from 6:30 – 9:30 PM at the Maintenance Services Center and encouraged the Commissioners to attend.

## **E. 5 YEAR CAPITAL IMPROVEMENT PROGRAM**

Interim Director Recreation Department Karste provided the Parks and Recreation Commission with a copy of the Capital Improvement Program. He noted it appears the city will receive all the funding for the WW projects this year provided he can provide details they have requested.

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

#### Staff

Interim Director Recreation Department Karste reminded the Parks and Recreation Commission a tour of the facility will be held at Prewett Park on May 19, 2009 at 6:30 PM. He noted agendas will be mailed out prior to the tour. He announced the Mayor's Cup Golf Tournament fundraiser will be held June 6, 2010.

Deputy Director of Community Development/ Recreation Department Graham apologized for not being able to attend the tour as he will be at the Planning Commission meeting on May 19, 2010. He encouraged the Commissioners to attend the budget study session on May 18, 2010.

#### Commission

Commissioner Flores commended Interim Director Recreation Department Lonnie Karste for his hard work and dedication to the Community Center project and expressed concern that it is at risk of being opened.

Commission Scoble reported he took his grandchildren to City Park, which he noted is getting a lot of use. He expressed concern of a homeless man living on the play structure in the park.

Commissioner Simmons thanked the Commission for welcoming her and stated she is enjoying working with staff and the Commission.

### **ADJOURNMENT**

There being no further business before the Commission, stand adjourned at 8:50 p.m. until June 10, 2010 at Council Chambers.

Respectfully Submitted,  
Kitty Eiden

***Minutes Approved 08/12/10***