



**NOVATO RECREATION, CULTURAL AND COMMUNITY SERVICES
COMMISSION**

MINUTES

January 8, 2015
7:00 p.m.

Novato City Hall*
Council Chambers
901 Sherman Avenue

THE CITY OF
NOVATO
CALIFORNIA

A. ROLL CALL

922 Machin Avenue
Novato, CA 94945
415/899-8900
FAX 415/899-8213
www.novato.org

Chair Shilvock called the meeting to order at 7:03 p.m.

Commissioners present: Neese, Crow, Weber, Shilvock, Caye

Commissioners absent: None

Mayor
Jeanne MacLeamy
Mayor Pro Tem
Pat Eklund
Councilmembers
Denise Athas
Madeline Kellner
Eric Lucan

Also present: Director Pam Shinault, Secretary Lori Simpkins

B. APPROVAL OF AGENDA

**MOTION/SECOND, COMMISSIONERS CROW/WEBER, TO
APPROVE THE AGENDA.**

MOTION CARRIED WITH CHANGES 5-0.

City Manager
Michael S. Frank

C. APPROVAL OF MINUTES

1. November 13, 2014.

**MOTION/SECOND, COMMISSIONERS CAYE/WEBER, TO
APPROVE THE MINUTES.**

MOTION CARRIED 5-0.

D. PUBLIC COMMENT

There was no Public Comment.

E. READER BOARD INFORMATION

1. [How Cities Use Parks for Economic Development – American Planning Association article](#)
2. Novato Community Snapshot – City of Novato General Plan 2035
3. Various PRCS Fliers.

F. PRESENTATIONS

1. Heart Month and National Wear Red Day – Stacey Gibbons, American Heart Association. Ms. Gibbons stated that 1 in 3 women will have heart disease, which is preventable if they take care of themselves. They urge to get your numbers: blood pressure, heart rate, cholesterol, and sugar level. It is important to educate yourself and family, and make good choices. On February 7th, they are asking everyone to wear red in support of Heart Month.

Chris McCartney, with Sutter Hospital in Novato, said that Sutter hospital has a primary care stroke center. She stressed how important it is to recognize when someone is having a stroke. It is important that a stroke victim get treatment within a certain amount of time. They average about 45 stroke alerts a year.

2. Margaret Todd Senior Center – Teresa Ehteshami, Recreation Supervisor. Ms. Ehteshami gave a PowerPoint presentation with some interesting senior trivia. She gave an overview of what the Margaret Todd Senior Center offers. They are also a one stop shop, where the front counter staff register for all programs offered in the department.

Commissioner Caye asked when a master plan for the Margaret Todd Senior Center will be completed and if any needs have been assessed.

Ms. Ehteshami said that at this time their needs are storage and parking.

Ms. Shinault said that staff is actively working with the Novato Unified School District to get temporary use of the basketball courts for weekend parking. They are hoping for school board approve in February. Staff will be interviewing consultants this month to develop a master plan.

The Commission discussed their concern for seniors having to walk such a long way from the basketball courts to the Center. They suggested adding more ADA parking spaces close to the Center.

G. OLD BUSINESS

There was no Old Business items.

H. NEW BUSINESS

1. Dogbone Meadow Use Rules for New Dog Sanctuary Area. Ms. Shinault said that in December maintenance installed the fence and gate for the new dog sanctuary area. They added water and benches. When the original dog park opened, there were no rules and regulations. It quickly became known that they were needed. The current rules and regulations will continue to prevail for this area in addition to the use rules the Commission is now asked to consider. This area use is focused on weight size – 30lbs or less, senior and recovering dogs. The Marin Humane Society and Police Department will have input to determine when there is a problem. These rules and regulations will be posted at the dog park.

MOTION/SECOND, COMMISSIONERS NEESE/CAYE, TO RECOMMEND APPROVAL OF THE USE RULES FOR THE NEW DOG SANCTUARY AREA.

MOTION CARRIED 5-0.

I. STAFF REPORTS

1. Projects and Programs and Issues Report – verbal
 - New Special Event Concert Series. Staff is working on a pilot program that will close a street and offer activities for all ages, possibly yoga, arts & crafts, healthy foods, etc. Staff hopes to offer this program this summer.
 - Parks, Recreation and Community Services Marketing Committee. At a staff retreat in 2013, a priority emerged to create a marketing plan that would include social media, outreach to community groups, etc. This committee meets monthly to discuss current marketing and future ideas for the department.
 - Measure F Information. Ms. Shinault referred to the annual report handout. The report addresses some of the language on the ballot measure and some of the success stories around the Police and Maintenance departments and what the Parks, Recreation and Community Services has done for youth and seniors using Measure F. Staff hopes this will be a helpful information piece as the City moves into the budget process this spring.
 - Green Team in City. City staff is looking to win an award by conserving water, conserving energy and being more “green”.

Ms. Shinault announced that Commissioner Bryan Garbutt has resigned from the Commission. There are currently two vacancies.

2. City Council Action Updates – verbal

3. Upcoming City Council Items

No items scheduled.

4. Media Articles - Comments from the Director/Commission.

J. COMMISSION REPORTS/COMMENTS.

1. Commission Comments/Reports. Commissioner Caye stated that he has been volunteering for the Habitat for Humanity organization that is building a house in Novato. He suggested the Commission volunteer as a group and work a day or weekend.

Commissioner Crow commended the Public Works crews for a tremendous job they performed during the December rains.

Ms. Shinault stated that the Emergency Operations Command Center was activated with two 12 hour shifts. Atria Tamalpais Creek Senior Living donated all meals for workers.

Commissioner Weber said there was good communication coming from the City in emails to the community.

2. Upcoming Community Events

K. SCHEDULE NEXT MEETING

March 19, 2015.

L. ADJOURNMENT

The meeting was adjourned at 8:03 p.m.