

THE CITY OF NOVATO CALIFORNIA

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

Mayor Denise Athas Mayor Pro Tem Josh Fryday Councilmembers Pam Drew Pat Eklund Eric Lucan

City Manager Regan M. Candelario

#### RECREATION, CULTURAL AND COMMUNITY SERVICES ADVISORY COMMISSION

#### SPECIAL MEETING

#### NOVATO CITY HALL COUNCIL ROOM 901 SHERMAN AVENUE

January 19, 2017

7:00 p.m.

# AGENDA

# ROLL CALL

A.

**B**.

Chair John CayeVice Chair Nancy WeberCommissioner Paula NeeseCommissioner Suzanne CrowCommissioner Tricia SolorzanoCommissioner Ryan BartlingCommissioner Gerald Styx

## APPROVAL OF AGENDA

## C. APPROVAL OF MINUTES

1. November 10, 2016.

## **D. PUBLIC COMMENT**

#### E. READER BOARD INFORMATION

1. Various Program Fliers

## F. PRESENTATIONS

There are no Presentations.

## G. OLD BUSINESS

There are no Old Business items.

\*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Lori Simpkins at 899-8975. Notification at least 72 hours prior to the meeting will enable the City to make reasonable arrangements to help ensure accessibility to this meeting.

#### H. NEW BUSINESS

1. Hill Recreation Area/Margaret Todd Senior Center Master Plan Capital Improvement Project Presentation.

Receive presentation and make recommendations.

2. California Park and Recreation Society Community Service Award Nominee

Receive information accept staff recommendation.

## I. REPORTS/INFORMATION

- 1. <u>Director's Report</u>
- 2. <u>Upcoming City Council Items</u>

1/24 - Proclamation: Kathy Kormos Retirement

3. <u>Media Articles</u> - Comments from the Director/Commission.

#### J. COMMISSION REPORTS/COMMENTS

- 1. <u>Commission Comments/Reports</u>.
- 2. <u>Upcoming Community Events</u>:
  - 2/11 Novato Live at City Hall Concert, *featuring a "Songwriter Circle" with* Marin's own Tracy Blackman and Danny Click, along with Kyle M. Terrizzi

## K. SCHEDULE NEXT MEETING

March 9, 2017.

L. ADJOURNMENT



#### THE CITY OF NOVATO CALIFORNIA

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## NOVATO RECREATION, CULTURAL AND COMMUNITY SERVICES COMMISSION

## MINUTES

November 10, 2016 7:00 p.m.

A.

B.

**C**.

Novato City Hall \* Council Chambers 901 Sherman Avenue

## ROLL CALL

Chair Caye called the meeting to order at 7:07 p.m.

Commissioners present: Caye, Weber, Crow, Neese and Styx

Bartling and Solorzano

Commissioners absent:

Also present:

Director Pam Shinault, Recording Secretary Kendric Baccei.

# APPROVAL OF AGENDA

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

## **MOTION CARRIED 5-0.**

## APPROVAL OF MINUTES

1. September 8, 2016

# MOTION/SECOND, COMMISSIONERS CROW/NEESE, TO APPROVE THE MINUTES.

## **MOTION CARRIED 5-0**

2. October 20, 2016

# MOTION/SECOND, COMMISSIONERS Weber/Crow, TO APPROVE THE MINUTES.

## **MOTION CARRIED 5-0**

## **D. PUBLIC COMMENT**

There was no public comment.

#### E. READER BOARD INFORMTION

None.

#### F. **PRESENTIONS**

- 1. Novato Streetscape Committee Role, Projects, and similarities to the Recreation, Cultural and Community Service Commission Susan Stompe.
- 2. Katie Gauntlett, Recreation Supervisor, Child Care and Enrichment Introduction and program highlights.

#### G. OLD BUSINESS

1. <u>Draft General Plan 2035</u>. Ms. Shinault asked for Commissioners to provide feedback on the Draft General Plan 2035.

Recommendations and comments from the Commission:

- Overall, the Commission was very complimentary regarding the readability and organization of the Draft General Plan and the focus on Healthy Eating and Active Living and the needs of older adults. They also complimented the quality of photos and maps, which contribute to the readability of the document.
- The Commission believes their five priority areas are well represented in the Draft Plan, including:
  - Enhance and protect qualify of life
  - Preserve parks and open space
  - Support and enhance active, healthy living
  - Mobility (instead of transportation)
  - Safety, particularly for bicyclists and pedestrians
- Discussion began with two additional comments from Chair Caye. First comment: Chair Caye pointed out in the section 1.6, he would like to propose adding "Civic Engagements" as one of the General Plan themes also with Healthy Eating/Active Living and Sustainability.
- Second comment: Chair Caye questioned in section 4.4, the section on Healthy Eating Active Living, if Novato's commitment to "obesity prevention" is the right phrase to use. After some discussion, the Commission agreed "healthy eating and active living" is a more positive statement.
- They suggest changing the language from "elders" to "older adults." After some discussion, a recommendation was made to stay consistent with the County's terminology and use the term "older adults." Mr. Brown said he would look at that.
- The importance of having pocket parks within walking distance: Commissioner Crow suggested the consensus was that every area needs to be within walking distance of a park, especially in higher density areas. Mr. Brown suggested this

be a new policy emphasizing the importance of pocket parks particularly in high density areas such as the Northwest Quadrant. Staff will look at that.

Mr. Brown explained that after all comments received, they will list them and prepare a staff response, if there are any edits to the document that they are recommending or policy language they will have that.

• Community gardens in high density areas and school grounds in addition to other areas in town.

Mr. Brown said they will look at LW 10 Access to Healthy Foods, and see about adding a program that encourages locating community gardens in higher density areas and working collaboratively with the school district.

The Commission asked if Council can extend the urban growth boundaries? Mr. Brown stated that they can.

• Adding trail maps that are in Novato. Ms. Crow states that as part of "Healthy Eating Active Living", the City should emphasize all the trails in Novato and make the information more available.

Mr. Brown explained the idea of considering the feasibility of having an interactive cell phone application of accessible trail maps. This is referenced in Program LW 5c Promote Trail Use.

• Bus stop at Margaret Todd Senior Center is a need. Mr. Brown stated suggesting where bus stops are specifically located is a little too detailed for the General Plan.

Commissioner Crow asked if it is within the General Plan to emphasize a need to ensure easy access for older adults. Commissioner Neese stated the importance of this. After a brief discussion, Mr. Brown will consider it.

Mr. Brown referred to Program MO 21d Paratransit. After discussing, it was agreed that Program MO 21d Paratransit should be broadened to promote convenient bus service for seniors to service locations, such as the Margaret Todd Senior Center.

• Lack of parking in the downtown area and fixing cracked sidewalks.

Mr. Brown stated staff is working on a plan that will deal with downtown parking, and will be covered in the General Plan. Mr. Brown stated there is no direct reference to sidewalks in the General Plan.

Commissioner Crow referred to the "Complete Streets" section. With discussion, Commissioner Neese said that with the lack of parking, people get left out of special events. She also brought up the need for more handicap parking for the older adults.

Mr. Brown stated that the issue is being addressed. The concern of cracked sidewalks was discussed further, with Mr. Brown pointing out that the sidewalk is the responsibility of the adjacent property owner.

After discussion, the Commission agreed on recommending a phrase or statement about sidewalks be added.

Mr. Brown suggested there can be a reference to sidewalk condition in Policy MO 19 safe and Convenient Pedestrian Facilities.

• Support for youth and older adult in intergenerational programing. Mr. Brown says this is something not addressed in the General Plan.

The Commission asked Ms. Shinault if intergenerational programing is something that can be added into the programing and Ms. Shinault said it could be added. Commission agreed this comment was too specific for the general Plan.

• Include information about County Trails in Novato and where accessible trails are located. Mr. Brown referred to the idea of including trail maps and indicated accessibility and a cell phone application.

Additional comments were made:

- Commission suggested that the document does a good job of focusing on eating well and living healthy.
- Strong support for the eating healthy initiative.
- The need for volunteer opportunities. Add a new program calling for community volunteerism and a more coordinated City effort.
- Suggestion on having a paper to give to new City residents kind of like a "Welcome Wagon."

Implementation:

• Redwood Blvd. Median idea for walkability, having a path and park going all the way to Atherton was supported.

Mr. Brown stated improvements to Redwood Blvd. is in the Capital Improvement Program budget and there is funding but public works department has lost many engineers.

• Discussion about some of the neighborhood parks being identified as short term rather than long term in the General Plan 2035.

Ms. Shinault explained that creating a Parks and Recreation Master Plan would raise expectations when sufficient funding to implement the plan is increasingly difficult.

Commissioner Styx asked Ms. Shinault if anything in the long term could be considered for the short term.

Ms. Shinault explained the process of prioritizing facility projects through studies completed in the last few years, such as the facility existing conditions report, American with Disability Act Transition Plan update, and staff's continuous assessment of needs to support programs and level of use of facilities.

Mr. Brown took note of the Commissions' request for Appendix A Implementation Plan Program LW 2b new Neighborhood Parks to be changed from Long Term to Short Term.

- Commission recommended identifying a commitment to rehabilitating and maintain parks and recreation facilities. Looking at LW2 in the document and purpose, to change the phrase from "reducing maintenance cost" to "commitment to maintain parks at a high quality level." Final agreement in Program LW 2f, to eliminate the three words "reduce maintenance cost" to make the sentence more proactive.
- The Commission was happy to see the community garden was listed as short term rather than long term.
- In summary, Chair Caye refers to the two comments he started with, changing the phrase "obesity prevention" to "Healthy eating, active living" and consider adding "Civic Engagements" paragraphs in to the Themes.

#### E. NEW BUSINESS

There were no New Business items.

#### F. REPORTS/INFORMATION

1. Director's Report

Ms. Shinault reminded and encouraged Commissioners to attend the ground breaking celebration for Bahia Parks on Saturday, November 12th.

2. Upcoming City Council Items

11/29 – Lieb Environmental Updates 12/13 – Lieb Settlement Agreement

3. <u>Media Articles</u> – Comments from the Director/Commission.

No Media article comments.

## G. COMMISSION REPORTS/COMMENTS.

1. Commission Comments/Reports.

Vice Chair Weber suggested that the Commission adopt a median. Commission agreed to do so.

2. <u>Upcoming Community Events</u>.

# H. SCHEDULE NEXT MEETING

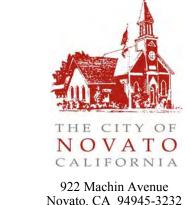
January 19, 2017

# I. ADJOURNMENT

Meeting was adjourned at 8:51pm.

## **STAFF REPORT**

**MEETING** 



3

SUBJECT:	Hill Recreation Area and Margaret Todd Senior Center Proposed Master Plan	
FROM:	Pam Shinault, Director	FAX (415) 899-821 www.novato.org
TO:	Recreation, Cultural and Community Services Commission	922 Machin Avenu Novato, CA 94945-3 (415) 899-8900
DATE:	January 19, 2017	CALIFORNI

## **REQUEST**

Receive Presentation and make a Recommendation to City Council on Hill Recreation Area and Margaret Todd Senior Center Proposed Master Plan Capital Improvement Project, CIP # 01-005.

## **RECOMMENDATION**

Recommend to the City Council that they Approve:

- a. Proposed Master Plan
- b. Construction Phasing Strategy and,
- c. New Funding to Implement Plan and Complete Construction

## BACKGROUND

The Hill Recreation Area/Margaret Todd Senior Center Master Plan Capital Improvement Project # 01-005, was approved and funding authorized in FY 14/15 for the creation of a master plan. This 12 acre city-owned site currently has multipurpose fields for sports and free play, a gymnasium with community room and restrooms, and the Margaret Todd Senior Center. The gym and the fields are shared with the Novato Unified School District is support of educational needs of the Hill Education Center adjacent to the site. A synthetic turf feasibility study was also conducted prior to developing the preliminary conceptual design for Hill Recreation Area Master Plan CIP project (CIP Project # 14-009), the results and recommendations of which were presented to the City Council in November 2015. Some brief excerpts from the previous Council staff report are included below. The Final Synthetic Turf Feasibility Study can be found on the project's information web page at:

The City began exploring synthetic turf for sports field use back in 2009, when the idea surfaced during budget planning discussions, and there was interest in analyzing the feasibility and costs of installing and managing a synthetic turf field. Cost savings and new revenue to help improve the City's budget challenges at the time was a key goal of evaluating its use. In November 2009, the Recreation, Cultural and Community Services Commission received information after a preliminary investigation into the feasibility and costs of installation and maintenance was completed by staff. At the time, the Commission expressed interest in considering only City-owned property and did not support installation at IVC, where

the City built, manages and maintains lighted sports fields, and the property is owned by the Marin Community College District. The Commission took action recommending that staff conduct additional research and look at other organizations who already had synthetic turf installed. This research was completed and an update given to the Commission in April of 2010.

On October 16th, 2012, during one of many Council public work sessions regarding fiscal sustainability, the use of synthetic turf for athletic fields was presented to Council as a revenue enhancement measure. Staff presented that the installation of one synthetic turf field would save substantial water, would reduce maintenance, and would expand use and increase revenue. Revenue would cover the cost of operations and maintenance and generate new revenue for the City, at a time when stabilizing our budget for the long term was a critical need".

Subsequently, the Fiscal Sustainability Plan was approved by the City Council, including the installation of a synthetic turf field. Following the adoption of the Fiscal Sustainability Plan, the first step in the pursuit of synthetic turf was to perform a Synthetic Turf Feasibility Study (CIP # 14-009).

As part of the Hill Recreation Area/Margaret Todd Senior Center Master Plan project work, the study evaluated four sites, including the feasibility of placing a synthetic turf field at Hill Recreation Area. Funding for the research and construction of a synthetic turf field was approved in the FY 15/16 Capital Improvement Program budget. The Council took action to accept the Feasibility Study and its recommendations, which included Hill Recreation area as the preferred location for a synthetic turf field.

Subsequently, we began the design development stage for the Master Plan for Hill Recreation area. With initial public and athletic group support, a synthetic turf field was incorporated into the preliminary design drawings created after the first public workshop. Resident, neighborhood and user feedback was secured on the preliminary design and will be shared during the presentation at the meeting.

#### Goals of Hill Recreation Area/MTSC Master Plan Project

Healthy, livable, thriving communities provide many opportunities to lead an active lifestyle and connect with neighbors and other community members. Residents can live a happy, healthy life, free from chronic disease, social isolation, and negative environmental concerns, if a community plans its recreation amenities well. To achieve this ideal healthy community, Novato is committed to looking for ways to improve the health of residents, reduce high rates of obesity among both adults and youth, and create an environment where the healthy choice is the easy choice.

The goals and principles influencing the development of the Hill Recreation Area and Margaret Todd Senior Center Master Plan support this desire that Novato residents can be healthy and thrive.

The Master Plan's goals and principles include:

- Provide a variety of recreation amenities and program opportunities at the site that meet the changing recreational needs and desires of the City and its residents
- Develop an excellent park and recreation system that demonstrates our commitment to offering a high quality of life for our residents
- Create a great park and recreation area that improves the physical form and image of the City

- Engage citizens, current site users, and neighbors to help shape the needs and amenities of a highly valued Novato park and recreation site
- Create an updated, inviting public recreation site that meets many needs, supports youth sports activities, and provides both active and passive recreation opportunities that all of the community can access and enjoy.

The top priorities for the Hill Recreation Area/MTSC Master Plan project include:

- 1. Retaining athletic field uses and improving field conditions;
- 2. Improving accessibility to and within the 12 acre site;
- 3. Increasing parking at the site to better support existing and new uses proposed for the site, while improving traffic circulation throughout the site;
- 4. Providing a wide variety of park and recreation amenities that meet unmet needs, neighborhood interests, and support the City's commitment to creating spaces that support healthy, active living and community connection.

## DISCUSSION

The Hill Recreation Area is well used by the City and the community for structured and drop in play. Non-profit sports programs and leagues rent the site in support of youth sports activities, the City holds camps and other programs at the site, and the gym and senior center are prized amenities serving thousands of users each year. Currently, the Hill Recreation Area provides nearly 4,800 hours of scheduled field use, plus many more hours of drop in enjoyment for walking, jogging and dog walking. The Margaret Todd Senior Center serves over 62,000 seniors through its many programs and services annually, and the Hill gymnasium is programmed for over 3,400 hours each year. The Novato Unified School District schedules over 1,200 hours per year at this site, using both the fields and the gymnasium, helping to keep their students active, healthy and ready to learn.

The Hill Recreation Area has not had any significant renovation since the City purchased the site from the Novato Unified School District prior to 1990. The former middle school site has heavy use as many programs and services are conducted in the gym and senior center, in addition to the multipurpose fields. The field area is showing wear and tear, and needs to be renovated to significantly improve conditions and meet unmet community needs. The 12 – acre site, has heavy use by youth and seniors. Therefore, attention has been given to meeting the needs of these two cohorts during the planning and design phase.

Implementation of the proposed Hill Recreation Area/Margaret Todd Senior Center Master Plan will bring many benefits to the community. There will be more active recreation amenities for all ages to enjoy – bocce, walking paths, open lawn, pickleball, and more. There will be more sports activities available year-round, helping to keep kids and adults active during the winter months. Accessibility and parking improvements throughout the site will make use of the site easier, and provide more ADA parking closer to facilities. There will be more opportunities for community gathering, social interaction, and family connection time.

A number of unmet needs will be fulfilled when the Master Plan is implemented. Improved field conditions, a priority, will be done. A renovated facility with one or more synthetic turf fields will allow increased use to better meet sports demands, allowing use year-round (12 months instead of 9 months) and will increase our ability to accommodate multiple sports. More parking

and better accessibility throughout the site has been an unmet need for more than a decade, and now can be addressed. A new and swiftly increasing demand (locally and nationally) for pickleball, can be addressed through adding courts at this site. Pickleball can be played by all ages, and is particularly popular with seniors across the nation. The City of Novato currently has two outdoor lighted pickleball courts at the Thigpen Sports Courts at Hamilton, and indoor courts at both Hill Gymnasium (3 courts) and the Downtown Recreation Center (1 court).

Current funding allocated to the project for planning, design and limited implementation, includes a Priority Conservation Area Grant or \$264,000 for accessibility improvements, and funding from Measure F (\$1.5M) in support of Hill Recreation Area improvements, especially bocce, parking improvements, and a synthetic turf field. Additional project funding has been allocated from residential development fees the City collects, both Quimby (\$356,000+) and Development Impact Fees for Recreation and Cultural purposes (\$471,000). Additional funding is being sought to implement the Master Plan and construct the improvements.

Additional implementation assistance to construct the improvements may include partners, like the Novato Rotary Club, other service clubs and/or athletic groups, who can make a financial donation or convene work parties. As with any CIP project, opportunities to partner and seek grants will be monitored throughout the project.

## Public Outreach and Input Opportunities

Extensive input has been sought and outreach done to gather the needs, interests, and desires of current site users, neighbors adjacent to the site, and to collect the desires of the broader community. The Novato Senior Citizen's Club, Novato Youth Soccer, park users with dogs, Novato Unified School District staff and Board of Trustee members, and neighbors all attended and participated in the public workshops. Additional meetings with athletic groups, Novato Youth Soccer, and Hill Education Center Principal and Physical Education teacher, were held to determine their needs and interests.

In addition to public workshops where participants rolled up their sleeves and created design schemes, an online survey to gather more design ideas, a project webpage was created at the beginning of the project, and contains robust information about the project, the process, meetings, public input opportunities, and links to studies and other information that has influenced the design development phase of this exciting project, as well as sending notices to nearby residents prior to each workshop and public input session.

#### Implementation of Master Plan and Construction Phasing

After nearly two years of input gathering, a proposed Master Plan, along with a construction phasing recommendation, was shared at a public workshop and feedback gathered. This will be presented at the meeting for your review and comment.

#### **Construction Phasing Option**:

Currently, there is insufficient funding to implement the full Master Plan and construct all of the amenities. Therefore, the project team, identified a phasing approach, that recommends construction of the highest priorities, that have existed since the project was initiated. The Phase

1 approach received support at the last public workshop.

Phase 1 Implementation of the Master Plan would construct one multi-sport synthetic turf field that is fenced and provides spectator seating, plus accessible pathways, and expanded and improved parking, by adding a new parking lot along Hill Road, and renovating and expanding the existing parking areas, providing more ADA spaces next to the building and creating a shared parking lot off of Diablo on Novato Unified School District's property immediately adjacent to the City's site. Signage and wayfinding signs would be included in Phase 1 and low-level pathway lighting. No sports field lighting is proposed in the Master Plan for night-time use of fields. Grading and other drainage improvements would be part of Phase 1. The remaining turf area would be improved to continue sports use and drop in play on natural grass, until future amenities can be funded and built.

An updated construction cost estimate is recommended once the final Master Plan is approved and the amenities and any phasing strategy finalized.

The Master Plan CIP project has a total of \$2,326,905 already allocated for design, Master Plan creation, and limited construction. To implement Phase 1 construction, total costs are projected to be \$4.5M. To build the entire Master Plan, total costs are projected to be \$6.5M. Today's bidding environment has shown signs of rapidly escalating construction costs, therefore, the project design staff and the consultants will update these figures, and modify the scope of work as necessary.

The bocce courts, one new parking lot, and the playgrounds, picnic areas, and pickleball courts, are identified as part of the second construction phase, unless full construction funding is appropriated now and the total Master Plan is constructed.

New Funding Request for Phase 1 Construction: Measure F: \$ 1,592,000 Development Impact Fees Recreation/ Cultural: \$423,000 Quimby: \$400,000 New Funding Request Total: \$2.5 to \$3M

Full Master Plan Implementation, No Phasing:

New funding listed above, plus additional funding from: Measure F: \$200,000 Development Impact Fees Recreation/Cultural: \$295,000 Buck Trust Development Agreement – future funds, not received: \$1,000,000. New Funding Request to Construct Full Master Plan: \$1.5M to \$2M plus Phase I funding of \$2.5 - \$3M = \$4M to \$5M in new funding is needed.

#### Next Steps

The proposed Master Plan is before the RCCS Commission tonight to collect your feedback, answer questions you may have, and to gather more input from the public on the proposed Master Plan, to help shape your recommendation to Council. Additionally, a construction phasing strategy, and an additional project funding request is also before you for input and a recommendation to City Council. The Novato Citizen's Finance Advisory/Oversight Committee

will also consider this additional funding request and take formal action and make a recommendation to City Council.

After the RCCS Commission review, the City will likely begin the California Environmental Quality Act (CEQA) analysis on the proposed Master Plan. Once this is complete, it will be taken, with the proposed Master Plan, funding request and construction recommendation, and the RCCS Commission's and Finance Committee's recommendation, to the City Council for consideration and action.

## FISCAL IMPACT

Hill Recreation Area/Margaret Todd Senior Center Master Plan CIP Project current funding is \$2,326,905. To fund Phase 1 construction, an additional \$2.5 - \$3M is identified as described above.

Staff is recommending that Phase 1 be funded, using the funds identified. However, if the future funding from the Buck Development Agreement is received and construction of Phase 1 has not commenced, staff would return to Council for direction and to request allocation of the \$1M from the Buck Development Agreement to proceed with constructing the second phase of improvements.

## **ALTERNATIVES**

- 1. Do not recommend approval of the proposed Master Plan, construction phasing, and new funding request.
- 2. Recommend the proposed Master Plan, with modifications.

## **ATTACHMENTS**

- 1. Council Staff Report and Minutes regarding Synthetic Turf Feasibility Analysis Report November 17, 2015
- 2. Proposed Hill Recreation Area/Margaret Todd Senior Center Master Plan design rendering
- 3. Proposed Hill Recreation Area/Margaret Todd Senior Center Proposed Phase I design rendering

#### **STAFF REPORT**

THE CITY OF NOVATO CALIFORNIA

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

MEETING

DATE: November 17, 2015

TO: City Council

FROM: Russell Thompson, Public Works Director Pam Shinault, Parks and Recreation Director

PRESENTER: Julian Skinner, Engineering Manager

# SUBJECT: SYNTHETIC TURF FEASIBILITY STUDY

#### **REQUEST**

Consider accepting the Synthetic Turf Feasibility Study report and recommendations.

#### **RECOMMENDATION**

Accept report and recommendations.

## BACKGROUND

The City began exploring synthetic turf for sports field use back in 2009, when the idea surfaced during budget planning discussions, and there was interest in analyzing the feasibility and costs of installing and managing a synthetic turf field. Cost savings and new revenue to help improve the City's budget challenges at the time was a key goal of evaluating its use.

In November 2009, the Recreation, Cultural and Community Services Commission received information after a preliminary investigation into the feasibility and costs of installation and maintenance was completed by staff. At the time, the Commission expressed interest in considering only City-owned property and did not support installation at IVC, where the City built, manages and maintains lighted sports fields, and the property is owned by the Marin Community College District. The Commission took action recommending that staff conduct additional research and look at other organizations who already had synthetic turf installed. This research was completed and an update given to the Commission in April of 2010.

On October 16<sup>th</sup>, 2012, during one of many Council public work sessions regarding fiscal sustainability, the use of synthetic turf for athletic fields was presented to Council as a revenue enhancement measure. Staff presented that the installation of one synthetic turf field would save substantial water, would reduce maintenance, and would expand use and increase revenue. Revenue would cover the cost of operations and maintenance and generate new revenue for the City, at a time when stabilizing our budget for the long term was a critical need. Subsequently,



the Fiscal Sustainability Plan, including the installation of a synthetic turf field, was adopted by Council.

Following the adoption of the Fiscal Sustainability Plan, the first step in the pursuit of synthetic turf was to perform a Synthetic Turf Feasibility Study. As part of the Hill Recreation Area/Margaret Todd Senior Center Master Plan project work (CIP # 01-005), the study would evaluate four sites, including the feasibility of placing a synthetic turf field at Hill Recreation Area. Funding for the research and construction of a synthetic turf field was approved in the FY 15/16 Capital Improvement Program budget (CIP #14-009).

#### DISCUSSION

The Hill Recreation Area/ Margaret Todd Senior Center Master Plan project has a number of key objectives that will allow the City to meet the sports needs for youth and adults, and other recreation needs in Novato. These key objectives were components of the Request for Proposal for Services that was advertised to the public in September of 2014. Carducci Landscape Architects was selected for this project and has been working on the project since March 17, 2015. As part of their work they have conducted a Synthetic Turf Feasibility Study.

The City, as part of a strategy to provide greater access to safe, playable fields, and provide more opportunities for youth and adults to be active, and also improve our fiscal health, considered synthetic turf as a possible solution. As part of our capital improvement project efforts, the Synthetic Turf Feasibility Study included Hill Recreation Area as one of four sites to analyze.

In addition to Hill Recreation Area, three other sites were evaluated, including, an area adjacent to the Hamilton Skate Park, the Indian Valley Campus lighted ballfields, and Lynwood Hill Park. The report includes an analysis of a range of synthetic turf products, speaks to past and recent concerns with health impacts, analyzes each site, evaluates the need and demand for synthetic turf, and finally, identifies a number of recommendations based on the findings. The City provides multiuse sports fields, so that use may address the needs of many sports, ie. soccer, football, lacrosse, and rugby for example, thereby maximizing the use of Novato's limited open areas available for active recreation uses.

The report went through several review cycles. Notification of the neighbors surrounding each of the four sites under review was done by mailing a courtesy postcard to all residences within 600 feet of each site prior to beginning the study. Additionally, information about the purpose and focus of the study, along with the sites under review, was shared at two public workshops held earlier this year, where athletic groups, seniors, and other community members attended.

The final draft Study Report, and its recommendations, are supported by staff, with Hill Recreation Area as the preferred location for installing a multiuse synthetic turf field for sports use. Staff supports the Study's recommendations as detailed in Section 8: Summary and Recommendations.

In addition to the fiscal benefits of synthetic turf, the City has a key role in providing quality sports facilities for youth and adults that benefit both the participant and the community as a whole. Youth who participate in sports build self-confidence and self-esteem, perform better academically, improve problem solving skills, can develop strong social skills, and are less likely

2

to engage in risky behavior or do drugs and alcohol. Adults who play sports can keep active and socially engaged and connected to their community. Increasing sports field opportunities by installing a synthetic turf field for multiuse sports purposes and year-round play, helps keep our youth and adults active and can provide other benefits to the community, including less crime and vandalism, better students, and more resilient youth.

## FISCAL IMPACT

None to receive and approve the Study Report.

# **ALTERNATIVES**

1. Do not accept the Synthetic Turf Feasibility Study Report and provide direction to staff.

## **ATTACHMENTS**

1. Synthetic Turf Feasibility Study report

## G. UNFINISHED AND OTHER BUSINESS

No items were listed for this section.

## H. PUBLIC HEARINGS

No items were listed for this section.

#### I. GENERAL BUSINESS

## 6. SYNTHETIC TURF FEASIBILITY STUDY

Consider accepting the Synthetic Turf Feasibility Study report and recommendations.

Engineering Manager Skinner opened the presentation before turning it over to Bill Fee, Principal from Carducci Associates, who gave the staff report and responded to Council questions.

#### PUBLIC COMMENT

- 5. Eleanor Sluis
- 6. David McLaughlin
- 7. Greg Oyen
- 8. Joan Goode
- 9. Hutch Turner

The Consultant responded to questions raised during Public Comment. Director Shinault provided additional explanatory comments.

Councilmember Lucan moved, Seconded by Councilmember Kellner, to Accept the Synthetic Turf Feasibility Study report and recommendations. **The motion was carried 4-1-0-0**, with Mayor MacLeamy voting No.

#### 7. APPROVAL OF INTERIM CITY MANAGER EMPLOYMENT AGREEMENT

Consider approving an employment agreement for Interim City Manager with Cathy Capriola.

Assistant City Attorney Nebb gave the staff report and responded to questions from the Council.

#### PUBLIC COMMENT

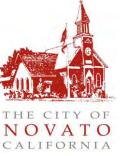
10. Mike Arnold 11. Tina McMillan





## **STAFF REPORT**

MEETING



DATE:	January 19, 2017	CALIFORNIA
TO:	Recreation, Cultural and Community Services Commission	922 Machin Avenue Novato, CA 94945-3232 (415) 899-8900
FROM:	Pam Shinault, Director Teresa Ehteshami, Recreation Supervisor Senior Programs	FAX (415) 899-8213 www.novato.org
SUBJECT:	CALIFORNIA PARKS AND RECREATION SOCIETY DISTRICT ONE ANNUAL COMMUNITY SERVICE AWARD NOMINATION	

#### **REQUEST**

Receive staff recommendation of the Novato Senior Citizens Club as Novato's nominee for the 2016 California Park and Recreation Society (CPRS) District 1 Community Service Award.

#### **RECOMMENDATION**

Accept staff recommendation of the Novato Senior Citizens Club as award recipient.

#### **DISCUSSION**

The CPRS District 1 Annual Community Service Awards recognize outstanding contributions by an individual or group to a CPRS District 1 agency. The District hosts an awards banquet and dinner each year to showcase the work and dedication of exceptional volunteers. CPRS District 1 is our local chapter of a statewide professional organization, and each member agency is eligible to select a nominee to receive the award in honor of their "Community Service". These awards recognize outstanding volunteer efforts, or other actions, that assist locally in "Creating Community Through People, Parks and Programs."

Each year, Novato Parks, Recreation and Community Services (PRCS) Department works with hundreds of volunteers. Their commitment to serving the community, and working with PRCS increases our capacity to provide a wide range of programs for the community. This year we recommend that the Novato Senior Citizens Club receive a 2016 CPRS District 1 Community Service Award in recognition of their 50 years of providing social and recreational programs for Novato seniors, and for their volunteer work as PRCS partners to provide those programs.

Novato Parks, Recreation and Community Services sponsors the Club, and the programs and services of the Club, at the Margaret Todd Senior Center. The City benefits from the Club's volunteer resources, the structured leadership of an incorporated non-profit organization, and the community benefits from the Club's ability to offer a wide variety of programs for Novato seniors that broadens the Centers capacity to serve seniors.

The Club was incorporated in 1966, and in 2016, they celebrated their 50 Year Golden Anniversary. Special Club programming, recognitions and celebrations to honor the 50<sup>th</sup> Anniversary were planned and offered throughout the year. The Club also used the 50<sup>th</sup> Anniversary as a unique opportunity to increase outreach efforts to Novato seniors about the Center and Club programs. Outreach was intended to attract new members, and to share the immense benefits that social connections and community involvement provide for everyone. Recognizing that older adults are especially vulnerable to isolation, the Club focuses on programs that emphasize fun, peer friendships, and volunteer opportunities to keep members involved and active in their community. The Club offers monthly catered lunches, special dinners throughout the year, Sunday Bingo, Game groups, trips and travel programs and numerous opportunities to get involved.

In 2016, they promoted special "50<sup>th</sup>" programs each month of the year to build excitement and participation during the year. They instituted a "50 cents for 50 years" year-long fundraising effort, offered champagne and gin fizz drinks for 50 cents at their April Brunch, made Valentines for all members aged 90+, raffled special Easter baskets for lucky Club members, and offered a free luncheon for their 90+ members in September. The highlight of the year was a wonderful evening celebration in April with appetizers and music, and recognitions from County Supervisor Judy Arnold and Novato City Council members. Volunteers invested countless hours making special decorations for each event, and promoting the Club in new ways. Club members reached out to local senior residences on Friendship Day by inviting residents to a catered lunch. They worked with a local service club to offer a Country Western Event together in order to reach out to their members. The 50<sup>th</sup> Anniversary celebrations included a 1950's *Hot August Nights* event, with a rock and roll band, and a classic 1950's diner menu for dinner. The Club is to be commended for their work in 2016, and for their efforts over the last 50 years.

We feel that the Novato Senior Citizens Club is a very deserving organization to receive a CPRS Community Service Award. This group exemplifies what volunteers with passion and commitment can achieve. The Club has a long standing, and successful partnership with PRCS in "Creating Community Through People, Parks and Programs." Their hard work, and dedication to the wellbeing of Novato seniors, contributes to making Novato a great place to live for seniors.