



THE CITY OF
NOVATO
CALIFORNIA

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

City Manager
Regan M. Candelario

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

MINUTES

March 9, 2017
7:00 p.m.

Margaret Todd Senior Center*
Meeting Room 3
1560 Hill Road

A. ROLL CALL

Chair Caye called the meeting to order at 7:01 p.m.

Commissioners present: Caye, Crow, Neese, Bartling, Styx (7:02)

Commissioners absent: Weber

Also present: Director Pam Shinault, Recording Secretary Lori Simpkins

B. APPROVAL OF AGENDA

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

MOTION CARRIED 4-0.

C. APPROVAL OF MINUTES

1. January 19, 2017.

MOTION/SECOND, COMMISSIONERS CROW/BARTLING, TO APPROVE THE MINUTES.

MOTION CARRIED 4-0

D. PUBLIC COMMENT

There was no Public Comments.

E. READER BOARD INFORMATION

1. Various Program Fliers.

F. PRESENTATIONS

1. Mayor Presentation – Denise Athas. The Parks, Recreation and Community Services has so many different areas of what they touch on, such as Healthy Eating, Active Living, Blue Ribbon Coalition, facility projects, all the special events, as well as many programs for all ages. She would like to see more interaction between the commissions and council, possibly have the chair come to a council meeting and give a presentation. The Commission discussed several items, such as the role of the Commission, pickleball and bocce ball courts at the Hill Recreation area, downtown parking spaces, the Super Ball event, dog park renovation project, to renovate the Hill Recreation Area in one phase, creating a Parks Master Plan, and thanked council for the maintenance extra manpower and additional equipment.
2. Hamilton Pool Annual Report, Debbie Younkin, San Rafael Community Services. Ms. Younkin gave a brief history of the partnership between the city of San Rafael Community Services and Novato Parks, Recreation and Community Services in managing the Hamilton Pool. Last summer attendance was down due to the weather not being as hot as past years. This year a check for \$45,000 from the total revenue of last year will be given to Novato Parks, Recreation and Community Services. They are trying to be creative in attracting people to work at the pool.

G. OLD BUSINESS

There were no Old Business items.

H. NEW BUSINESS

1. Operating and Capital Improvement Budget Overview. Ms. Shinault gave a brief description of the budget process, including offering three town hall budget educational workshops. Council will give staff direction on May 9th. As part of the budget development, she met with Public Works staff and discussed wish list items, in addition look at the facility assessment report regarding maintenance and replacement needs. There are always more needs than funding. Staff will continue to look at partnerships, grants, measures, etc. She listed the Capital Improvement Budget active projects.

Commission requests:

- After the Pickleball and Bocce Ball courts are built at the Hill Recreation Area, there should be times where people can drop in at no charge.
- Change the two unmetered parking spaces on Grant and Machin Avenues to metered.
- Complete the Hill Master Plan renovation project in one phase.
- Create a Parks Master Plan, which will require a consultant, which will come with a cost. Purpose for a Parks Master Plan would be to identify green spaces, trails and opportunities to connect them, create a 20 year vision.
- Priority Conservation Areas – put funds aside for acquisitions and continue to pursue.

I. REPORTS/INFORMATION

1. Director's Report. Council meeting will begin at 6pm starting in April. Commissions are being asked to do a work plan. Staff is ready to send our application in to be accepted for the Age Friendly Communities program. The new Recreation Services Manager position will be the liaison for the HEAL cities campaign, Age Friendly program, public arts program, oversee the Margaret Todd Senior Center and staff, and develop new partnerships. Staff hopes to get someone on board by mid-April.
2. Upcoming City Council Items
 - 3/7 - Age-Friendly Communities Participation Presentation
 - 4/11 - Operating Budget #1 presentations/review (PRCS, PD, CDD)
 - 4/18 - Operating Budget #2 presentations/review (PW, CA, ASD)
 - 4/25 - CIP presentation (overview of projects/ priorities)
 - 5/9 - Final FY 17/18 budget direction
 - 6/13 - Public hearing, deliberation, and adoption of FY 17/18 budget
3. Media Articles – Comments from the Director/Commission.

There were no Media Articles comments.

J. COMMISSION REPORTS/COMMENTS.

1. Commission Comments/Reports.

There were no Commission comments.
2. Upcoming Community Events.
 - 3/10 – 3/12 – Novato Classic Gymnastics Meet
 - 3/11 – Novato Live at City Hall Concert – Flamenco Night
 - 3/25 – Spring “Trash to Treasures” Flea Market
 - 4/8 – Novato Live at City Hall Concert – Pedal Steel Summit
 - 4/29 – Fishing in the City at Scottsdale Pond

K. SCHEDULE NEXT MEETING

July 13, 2017

L. ADJOURNMENT

Meeting was adjourned at 8:20 pm.