



THE CITY OF
NOVATO
CALIFORNIA

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

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

May 25, 2017
7:00 p.m.

Novato City Hall*
Council Chambers
901 Sherman Avenue

A. ROLL CALL

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

Commissioners present: Weber, Crow, Bartling, Styx

Commissioners absent: Caye, Neese

Also present: Interim Director Kevin Conklin,
Recreation Manager Liz Tran, Recording
Secretary Lori Simpkins

B. APPROVAL OF AGENDA

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

MOTION CARRIED 4-0.

C. APPROVAL OF MINUTES

1. March 9, 2017.

**MOTION/SECOND, COMMISSIONERS CROW/STYX, 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. City Special Events Update. Recreation Supervisor Katie Gauntlett and Special Events Coordinator Kendric Baccei gave a PowerPoint presentation of all the upcoming events for this year.

Commissioner Crow asked how they were advertising these events because she didn't think word was reaching enough people. She also asked staff to be sensitive to other non-denominational groups when planning the Winter Sundays on Sherman event.

Ms. Baccei said that they use many social media outlets, fliers, street signs placed around town, banners, news media, eblasts, Facebook groups, the City website, and they had a table at the Farmer's Market.

Vice Chair Weber said these events add to Novato being a "playful city". She was also glad to see events at the Amphitheater Park.

The Commission loved the planned special events and commended staff on their hard work.

G. OLD BUSINESS

There were no Old Business items.

H. NEW BUSINESS

1. Hamilton Art Project. Ms. Dana Cilmi, Sausalito Art Festival Foundation, gave a brief history of the project and that they are in the final stage of the first phase. They are requesting \$15,000 from the City to complete a new phase for an adjacent area.

MOTION/SECOND, COMMISSIONERS CROW/BARTLING, TO RECOMMEND TO CITY COUNCIL TO STRONGLY ENDORSE THIS PROJECT AND PROVIDE THEM WITH THE \$25,000 REQUEST.

MOTION CARRIED 4-0.

2. Operating Budget Presentation. Mr. Conklin gave a brief overview of the current draft operating budget for the department. There were no changes from the March meeting's budget presentation presented by Ms. Shinault.

The Commission made no additional comments.

I. REPORTS/INFORMATION

1. Director's Report. Ms. Tran stated that with the Public Works staff new hires, she is excited to start working with them on the CIP projects. She gave an update on the following projects: Hill Recreation Area – in talks with NUSD regarding additional parking. Public Works has initiated a traffic study. Dogbone Meadow Park: staff will

meet with the Friends of Dogbone to discuss the proposed plan A, which was approved with a turf area. Staff want to look at other less costly options, such as engineered wood. She is working with Public Works to find out why the project cost jumped from \$300,000 to \$600,000.

Commissioner Crow was not happy about looking at alternative options for the turf. They were never informed that the cost doubled. Staff may have underestimated the cost of putting in the turf.

Mr. Conklin said that of the \$300,000 budgeted, about \$160,000 has been spent on consultant work.

Ms. Tran met with Veronica Valero, Diet Stroeh and the City Manager to look at the Lieb property as the site for the Community Garden, which they now agree is the best site.

Vice Chair Weber stated that the Commission had made a recommendation that the Community Garden was a priority 1 and that it should happen quickly. She is hopeful that the planning and process of the community garden project on the Lieb property will move quickly.

Mr. Conklin said that the City will need to have several public workshops to figure out what to do with the property.

Ms. Tran said that she recently attended a symposium on designing playgrounds which included ADA requirements. Hoog and Pioneer Park are in need to playground replacements.

The Bahia Park is completed. There will be a ribbon cutting ceremony planned. Neighbors want to discuss some type of public art be included, such as stepping stones created by children.

Ms. Tran also updated the Commission on the participation of this spring and summer programs.

The Commission discussed several items: department staffing, ADA study, the grant for the Carmel property, the long term plan for the Northwest Quad.

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.

Commissioner Styx said that at the Clean and Green event, he talked with the new Assistant City Manager Peggy Flynn about a portal for listing services available for volunteers. She said the City launched it in April of this year.

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 8:30 pm.