



THE CITY OF  
**NOVATO**  
CALIFORNIA

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

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

August 10, 2017

7:00 p.m.

**AGENDA**

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

**A. ROLL CALL**

Chair John Caye  
Commissioner Paula Neese  
Commissioner Ryan Bartling

Vice Chair Nancy Weber  
Commissioner Suzanne Crow  
Commissioner Gerald Styx

Vacancy

**B. APPROVAL OF AGENDA**

**C. APPROVAL OF MINUTES**

1. May 25, 2017.

**D. PUBLIC COMMENT**

**E. READER BOARD INFORMATION**

1. Various Program Fliers

**F. PRESENTATIONS**

1. Novato Gymnastics Center Update – Recreation Supervisor Perry Siu

**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. The Novato City Hall Council Chambers offers a loop system for the hearing impaired.*

**H. NEW BUSINESS**

1. **PUBLIC ART PROPOSAL FOR REDWOOD AND GRANT TRANSIT IMPROVEMENT PROJECT.**

Consider recommending approval of Marin Transit public art proposal for the Redwood and Grant Transit Improvement Project.

2. **PERMANENT OUTDOOR CHESS TABLE INSTALLATION IN DOWNTOWN NOVATO.**

Approve chess table and stools for installation.

**I. REPORTS/INFORMATION**

1. Director's Report

2. CIP Project Updates

3. Upcoming City Council Items

8/21 & 8/22 – Commissions, Committees and Boards Candidate Interviews

8/29 - RGTIP Public Art- Etched Glass

8/29 - Commissions, Committees and Boards Appointments

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

**J. COMMISSION REPORTS/COMMENTS**

1. Commission Comments/Reports.

2. Upcoming Community Events:

8/19 – Concert on the Green featuring La Mixta Criolla

**K. SCHEDULE NEXT MEETING**

September 14, 2017.

**L. ADJOURNMENT**



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**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 INFORMTION**

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 \$25,000 from the City to complete this stage.

**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 was concerned that the garden on the Lieb property may take a year or more.

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 of playground replacements.

The Bahia Park is completed. There will be a ribbon cutting ceremony planned. Neighbors want to discuss some type of public art to 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.



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## STAFF REPORT

MEETING

DATE: August 10, 2017

TO: Recreation, Cultural & Community Services Commission

FROM: Russell Thompson, Public Works Director  
Heather Hafer, Senior Management Analyst

PRESENTER: Russell Thompson, Public Works Director

SUBJECT: **PUBLIC ART PROPOSAL FOR REDWOOD AND GRANT TRANSIT  
IMPROVEMENT PROJECT**

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### REQUEST

Consider recommending approval of Marin Transit public art proposal for the Redwood and Grant Transit Improvement Project.

### RECOMMENDATION

Approve proposed etched glass partitions as meeting the standard for the public art requirement, allowing Marin Transit to receive credit towards all of their required Art In-Lieu fee.

### DISCUSSION

The Redwood and Grant Transit Improvement Project (RGTIP) is a transit safety and operations improvement project to the Downtown Novato bus facility that has been in various stages of planning and development since 2013. It is located on Redwood Blvd, between Grant Ave and De Long Ave. The primary goals for this project include improving transit and roadway operations, improving safety and security for passengers, improving pedestrian access to the transit center and improving accessibility. The total estimated construction cost for this project is \$2,837,781.

One requirement for this project is to adhere to the Art Program Ordinance (Division 19.21), which stipulates that art must be incorporated into non-residential construction projects. This requirement can be met with incorporating art into the project's design or paying an Art In-Lieu fee.

Marin Transit has incorporated art into the design of the transit shelter. This art consists of custom-made etched glass that serves as the back wall of the covered shelter structure (see Attachment A for image). These glass panels could have been installed with either no etching, or with a uniform opaque appearance.

Marin Transit is requesting the Recreation, Cultural & Community Services Commission's recommendation for approving this feature as their public art requirement. This recommendation

would be presented to the Novato City Council at a regularly scheduled meeting for consideration and approval.

**FISCAL IMPACT**

There is no direct fiscal impact to the City in approving this project to meet Marin Transit’s public art requirement. By accepting this project the City would not receive the Art in Public Places Miscellaneous Fee. The public art fee for nonresidential development is assessed as one-half of one percent of the total construction cost – *or* the difference between the cost of the art installed and one-half of one percent of the development’s construction cost.

The Public Art In-Lieu fee for this project is calculated below:

Total Construction Cost: \$2,837,781  
1% of Construction Cost: \$28,378  
½ of 1% of Construction Cost: \$14,189

The estimated construction cost of the etched glass partitions are far in excess of \$14,189.

**ALTERNATIVES**

1. Not accept the proposal, finding the etched glass does not meet the intent of public art, requiring Marin Transit to pay the full Art In-Lieu fee.

**ATTACHMENTS**

- A. Proposed Public Art



## Attachment A:

### Marin Transit Redwood and Grant Transit Improvement Project Public Art Proposal







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## STAFF REPORT

### MEETING

DATE: August 10, 2017

TO: Recreation, Cultural & Community Services Advisory Commission

FROM: Russell Thompson, Public Works Director  
Heather Hafer, Senior Management Analyst

PRESENTER: Russell Thompson, Public Works Director

SUBJECT: **PERMANENT OUTDOOR CHESS TABLE INSTALLATION IN  
DOWNTOWN NOVATO**

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### REQUEST

Consider approving the installation of a donated (Rotary Club of Ignacio) outdoor chess table in Downtown Novato.

### RECOMMENDATION

Approve chess table and stools for installation.

### DISCUSSION

The Parks, Recreation & Community Services Department (PRCS) has been exploring the idea of installing a permanent outdoor chess table in a public place for a few years. In addition to providing a fun, outdoor activity for all ages, the documented benefits of playing chess include: critical thinking skills, better decision making ability, increased attention and concentration, greater resilience, better problem-solving skills and increased self-esteem. These benefits directly support PRCS goals, as well as the goals of some Novato community members.

At the April 5, 2016 City Council meeting the Rotary Club of Ignacio said they would be interested in helping purchase a chess table for the City because they wanted to support increased social interactions in our community, support local chess clubs and draw people to Downtown Novato. The club has donated \$2,500 to be used towards purchasing of an outdoor chess table for the downtown.

Two different chess table styles are being considered for this project: Bravado Outdoor Products' "Genius FS" and "Knight FS" (please see Attachments A and B). Staff is requesting a recommendation from RCCS about which style table to purchase and install.

After assessing several different location options, staff recommends the table be installed on the southwest corner of the Sherman Ave and Grant Ave intersection (please see Attachment D).

Once staff receives a recommendation from RCCS they will meet with surrounding business owners to ensure there are no objections to the permanent installation of a chess table near their business. If surrounding businesses are agreeable to the installation, staff will move forward in purchasing the chess table.

The estimated delivery date is 8 weeks from the date of purchase. Installation will be performed by Public Works maintenance staff, and is expected to take one day to complete.

### **FISCAL IMPACT**

As mentioned, the Rotary Club of Ignacio has donated \$2,500 for this project. The chess tables that staff recommends range in price from \$2,790 to \$3,870. Public Works can cover the nominal difference of \$290 for the lower priced “Genius FS” model. However, if the RCCS prefers the “Knight FS” model, staff recommend requesting the use of public art funds to cover the additional \$1,370 needed to purchase this table.

Installation will be completed by city staff, so no additional funding is needed for installation.

Staff also recommends purchasing one set of chess pieces that can be checked out, free of charge, from the front reception desk at 922 Machin Ave during regular business hours. PRCS and Public Works will work together to purchase one set of public chess pieces.

### **ALTERNATIVES**

Not approve a proposed chess table for installation, and return donated funds to the Rotary Club of Ignacio.

### **ATTACHMENTS**

- A. Quote for “Genius FS” Chess Table and Stools
- B. Quote for “Knight FS” Chess Table and Stools
- C. Photos of Chess Tables
- D. Map of Proposed Location

# STONE AGE



CONCRETE TABLE TENNIS  
BRAVADO OUTDOOR | EVERYONE PLAYS

BRAVADO OUTDOOR PRODUCTS - 541-671-6318



1196 ECHO DRIVE  
ROSEBURG, OR 97470

City of Novato  
08/03/17

Russ Thompson

Quote# 3517A

Project:

Model	Details	Amount	Price	Total
Genius FS	 <p>Black concret and marble chess table with freestanding base. Polished to a glass smooth surface and sealed with a quality concrete sealant. <b>Comes with Steel powder-coated "L" brackets and hardware to bolt down to existing concrete or asphalt.</b></p>	1	\$2,158.00	<b>\$2,158.00</b>
Stools	 <p>Concrete Chess Stools to match above priced tables. Black concrete with a quality concrete sealant. <b>Comes with Steel powder-coated "L" brackets and hardware to bolt down to existing concrete or asphalt. (Price is for a pair of 2 stools)</b></p>	1	\$400.00	<b>\$400.00</b>
			Section Total	<b>\$2,558.00</b>
Add-ons, specials, or discounts			Quote Subtotal	<b>\$2,558.00</b>

Total	Total	<b>\$2,558.00</b>
Shipping to Novato, CA	94945	\$232.00
		<b>\$2,790.00</b>

*This quote does not include installation or taxes. It does include a lift gate!*

Quote valid for 90 days

**Payment due upon order**

Visa and Mastercard accepted

**3 Year Limited Warranty**

8 week lead time on all orders at this time

# STONE AGE



CONCRETE TABLE TENNIS  
BRAVADO OUTDOOR | EVERYONE PLAYS

BRAVADO OUTDOOR PRODUCTS - 541-671-6318  
1196 ECHO DRIVE  
ROSEBURG, OR 97470



City of Novato

Russ Thompson

08/03/17

Quote# 3517B

Project:

Model	Details	Amount	Price	Total
Knight FS	 <p>Black concret and marble chess table with freestanding base. Polished to a glass smooth surface and sealed with a quality concrete sealant. <b>Comes with Steel powder-coated "L" brackets and hardware to bolt down to existing concrete or asphalt.</b></p>	1	\$3,238.00	<b>\$3,238.00</b>
Stools	 <p>Concrete Chess Stools to match above priced tables. Black concrete with a quality concrete sealant. <b>Comes with Steel powder-coated "L" brackets and hardware to bolt down to existing concrete or asphalt.</b> (Price is for a pair of 2 stools)</p>	1	\$400.00	<b>\$400.00</b>
			Section Total	<b>\$3,638.00</b>

Add-ons, specials, or discounts

Quote Subtotal **\$3,638.00**

Total

Total

**\$3,638.00**

Shipping to Novato, CA

94945

\$232.00

**\$3,870.00**

*This quote does not include installation or taxes. It does include a Lift Gate*

Quote valid for 90 days

**Payment due upon order**

Visa and Mastercard accepted

**3 Year Limited Warranty**

8 week lead time on all orders at this time

**ATTACHMENT C**



Photo of "Knight FS" Chess Table and Stools



Photo of "Genius FS" Chess Table and Stools

ATTACHMENT D

