



THE CITY OF
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CALIFORNIA

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

MINUTES

August 10, 2017
7:00 p.m.

Novato City Hall*
Council Chambers
901 Sherman Avenue

A. ROLL CALL

Chair Caye called the meeting to order at 7:09 p.m.

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

Commissioners absent: None

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

B. APPROVAL OF AGENDA

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

MOTION CARRIED 6-0.

C. APPROVAL OF MINUTES

1. May 25, 2017. Commissioner Weber, under H. New Business,
1. Hamilton Art Project, requested to replace the last sentence
in the first paragraph with “They are requesting \$15,000 from
the City to complete a new phase for an adjacent area.”

Also, page 4, fifth paragraph, correct a spelling error, and
change the last sentence of that paragraph to read “She is
hopeful that the planning and process of the community garden
project on the Lieb property will move quickly.”

**MOTION/SECOND, COMMISSIONERS WEBER/CROW, TO
APPROVE THE MINUTES WITH CHANGES.**

MOTION CARRIED 6-0.

D. PUBLIC COMMENT

There was no Public Comments.

E. READER BOARD INFORMTION

1. Various Program Fliers.

F. PRESENTIONS

1. Novato Gymnastics Center Update - Recreation Supervisor Perry Siu. Mr. Siu gave a PowerPoint presentation highlighting preschool, boys and girls, advance gymnastics and team programs. They are seeing participants that have gone through the program come back to become instructors. They also host gymnastics competitions with brings over 1,000 gymnasts to Novato.

The commissioners congratulated Mr. Siu and staff on a wonderful facility and program.

G. OLD BUSINESS

There were no Old Business items.

H. NEW BUSINESS

1. Public Art Proposal for Redwood and Grant Transit Improvement Project. Mr. Russ Thompson, City Public Works Director, gave a brief description of the project. He passed a sample of the etched glass to the commissioners. Marin Transit is asking to approve this art project in lieu of the Public Art requirement. He introduced Adrienne Taylor, with Marin Transit, and Ron Kappe, architect of the project.

Ms. Taylor gave a PowerPoint presentation on the etched glass panels for the Transit hub. She then answered commissioners' questions. The in lieu fee is estimated to be \$14,200. Commissioner Weber suggested installing a small plaque explaining the design of the panels, hopefully with little added cost.

MOTION/SECOND, COMMISSIONERS CROW/NEESE, TO RECOMMEND TO CITY COUNCIL THAT THEY ACCEPT THIS PROJECT AS IN LIEU OF THE PUBLIC ART FEE.

MOTION CARRIED 6-0.

2. Permanent Outdoor Chess Table Installation in Downtown Novato. Mr. Thompson gave a PowerPoint presentation on the details of the project. The Rotary of Ignacio have donated \$2,500 for an outdoor chess table for public use at the corner of Grant and Sherman Avenues. The complete cost of the higher end table and seats would be

\$3,870. He would like to request that the Public Art fund cover the difference of \$1,370, or they could ask Rotary to cover the full cost.

The Commission suggested going back to Rotary later to request a second table and seats, to be placed on the west side of Grant Avenue.

MOTION/SECOND, COMMISSIONERS WEBER/NEESE, TO RECOMMEND TO CITY COUNCIL TO INSTALL THE OUTDOOR CHESS TABLE AND STOOLS AT THE CORNER OF GRANT AND SHERMAN AVENUES, AND PURCHASING THE DARK KNIGHT PEDESTAL USING THE PUBLIC ART FUNDS.

MOTION CARRIED 6-0.

I. REPORTS/INFORMATION

1. CIP Project Updates. Mr. Thompson gave a CIP Projects Update. City Council approved \$125,000 towards park improvements.
 - Bahia Mini Park: had an issue with the contractor and had to hire a new contractor who is completing the project.
 - Parks Projects at Amphitheater, Hoog, Pioneer parks spruce ups.
 - Hill Recreation Area Project: staff is working on the EIR document and getting into final design. Council wants to build the project in one phase. Staff is looking into the costs of doing that. They hope to go out to bid early next year. The final amount approved is \$6 - \$7 million.
 - Dogbone Meadow Park: He stated they are almost ready to go to bid. The project is more expensive than estimated. On issue the amount of turf, which is very expensive. When they get the final cost estimates, staff will be going back to Council for direction.

Commissioner Crow stated that it was important to the Commission to include turf not only for the dogs, but for their owners.

Mr. Conklin said that Ms. Tran and Mr. Waite, the Maintenance Superintendent met with the park users to create a list of improvements.

Ms. Tran reported that City Council approved the location of the Lieb property for the Community Garden project. Staff continues to meet with the Novato Live Well group to plan a site visit as soon as the City officially owns the property.

Mr. Conklin said that he and Ms. Tran plan on visiting other community gardens to see how they are managed. He will invite the Commission to also attend.

Mr. Conklin stated the Gymnastics Center flooring at the entrance was changed. Last year the roof was replaced, and will look to replace the spring floor next year.

2. Director's Report. Mr. Conklin said the department had a great summer. Camp Ton-of-Fun was full with 100 kids each week. They plan to expand the program next year. The new Middle School drop in program had 91 kids 6th – 8th grade participate. The department contracts to North Bay Basketball Academy for basketball camps and leagues. They had 531 kids participate this summer in camps, which is a 53% increase.

Ms. Tran stated the department's social media followers have increased.

Mr. Conklin updated the Commission on staffing:

- City Clerk position has been filled
- Assistance City Manager who would oversee the Parks, Recreation and Community Services has been hired.
- Finance Director – an applicant has been made an offer.

2. 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

3. Media Articles – Comments from the Director/Commission.

There were no Media Articles comments.

J. COMMISSION REPORTS/COMMENTS.

1. Commission Comments/Reports. Commissioner Crow attended the Hot Amphitheater Nights Concert and wanted Mr. Thompson to know that the public works crew did a wonderful job on the improvements. It was a wonderful event.

Commissioner Neese reported that she and Commissioner Crow helped serve ice cream at the Margaret Todd Senior Center Ice Cream Social, which was well attended. She made several suggestions to improve the event for next year. She also suggested the Commission get business cards.

Mr. Conklin stated that there is \$125,000 to \$175,000 in the Public Art fund. He asked the Commission for ideas for public art.

2. Upcoming Community Events.

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

K. SCHEDULE NEXT MEETING

September 14, 2017

L. ADJOURNMENT

Meeting was adjourned at 9:00 pm.