



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

**NOVATO CITY HALL  
COUNCIL CHAMBERS  
901 SHERMAN AVE.**

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

September 19, 2019

7:00 p.m.

Mayor  
Eric Lucan  
Mayor Pro Tem  
Denise Athas  
Councilmembers  
Pam Drew  
Pat Eklund  
  
Acting City Manager  
Adam McGill

**AGENDA**

**A. ROLL CALL**

Chair Dennis Bentley	Vice Chair Ryan Bartling
Commissioner Suzanne Brown Crow	Commissioner Patrick Giambalvo
Commissioner Rene Pouteau	Commissioner Betsy Ricketts
Commissioner Nancy Weber	

**B. APPROVAL OF AGENDA**

**C. APPROVAL OF MINUTES**

1. May 9, 2019

**D. PUBLIC COMMENT**

**E. READER BOARD INFORMATION**

1. Various Program Fliers

**F. PRESENTATIONS**

Recreation Supervisor, Teresa Ehteshami to present on the Margaret Todd Senior Center

**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 Amanda Estrada at (415) 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**

**I. REPORTS/INFORMATION**

1. Department Report
2. CIP Project Update
3. Upcoming City Council Items

**J. COMMISSION REPORTS/COMMENTS**

1. Commission Comments/Reports
2. Upcoming Community Events:
  - 9/21 & 9/22 – Fall Classic Gymnastic Meet
  - 9/24 – ‘People of Note’ Big Band Dance, 7:30pm at MTSC
  - 10/2 – Oktoberfest Dinner, 5pm at MTSC
  - 10/11 – Rec Party 3<sup>rd</sup>-5<sup>th</sup> grade at 4:30pm, 6<sup>th</sup>-7<sup>th</sup> grade at 7pm at the DRC
  - 10/12 – Movie at Pocket Park at dusk, *Monsters Inc.*
  - 10/19 – 20<sup>th</sup> Anniversary Celebration of the Novato Gymnastics Center, 3:30pm
  - 10/19 – Fall “Trash to Treasures” Flea Market, 9am at MTSC
  - 10/19 – Not So Scary Halloween Magic Show, 6pm at City Hall
  - 10/22 – ‘People of Note’ Big Band Dance, 7:30pm at MTSC
  - 11/1 – Holiday Recreation Party 3-5<sup>th</sup> Grades, 9am at the DRC
  - 11/13 – Hungry for Knowledge Trivia Event, 5pm at MTSC

**K. SCHEDULE NEXT MEETING**

7PM on November 14, 2019 at Novato City Hall Council Chambers.

**L. ADJOURNMENT**



THE CITY OF  
**NOVATO**  
CALIFORNIA

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[www.novato.org](http://www.novato.org)

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

City Manager  
Regan M. Candelario

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

May 9, 2019  
7:00 p.m.

Novato City Hall  
901 Sherman Ave.

**A. ROLL CALL**

Chair Bentley called the meeting to order at 7:00 p.m.

Commissioners present: Chair Bentley, Vice Chair Bartling,  
Commissioners Brown Crow,  
Giambalvo and Weber

Commissioners absent: Ricketts and Pouteau

Also present: Assistant City Manager Michael  
Antwine, Deputy Director Kevin  
Conklin, Recording Secretary Amanda  
Estrada

**B. APPROVAL OF AGENDA**

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

**MOTION CARRIED 5-0**

**C. APPROVAL OF MINUTES**

1. March 14, 2019

**MOTION/SECOND, COMMISSIONERS BROWN  
CROW/BARTLING, TO APPROVE THE MINUTES**

**MOTION CARRIED 5-0**

**D. PUBLIC COMMENT**

There was no public comment

**E. READER BOARD INFORMATION**

1. Various Program Fliers

**F. PRESENTATIONS**

Recreation Supervisor, Alexandra Kambur presented an update on the Novato Gymnastics Center. Highlights of her presentation included that the Gymnastics Center is home to 10 permanent and approximately 20 part-time staff. They offer preschool, recreational and competitive opportunities to children from 12 months through 18 years, along with several day camps throughout the year. The Gymnastics Center serves 800 participants per week, with more than 85% girls. They host two large Competitive Meets per year in addition to a Summer and Holiday Show.

Results from their annual program survey were shared. 94% of respondents believe the facility is clean and well-maintained. 99% of respondents would recommend Novato Gymnastics to a friend or family member. 96% of respondents believe customer service provided by front office staff is responsive. 94% of children enjoy coming to the Novato Gymnastics Center. 93% of respondents believe that their child’s instructor is knowledgeable about gymnastics and qualified to teach at the respective level.

Awards won recently include the 2019 Pacific Sun Best Indoor Children’s Facility in Marin County and the Downtown Novato Business Association’s ‘Most Locally Inspired’ Window Decorating Contest.

Ms. Kambur handed out invitations to each Commissioner inviting them to the 20<sup>th</sup> Anniversary Celebration on October 19.

**G. OLD BUSINESS**

There were no Old Business items.

**H. NEW BUSINESS**

There were no New Business items.

**I. REPORTS/INFORMATION**

1. Department Report

Mr. Conklin shared the new Explore Novato park map, announced that the the Hamilton Pool will open May 13, shared that we started a kickball league and cornhole league. Other updates included a new adaptive needs camp and a summer staff training that were upcoming. Mr. Conklin also shared that our department, along with the rest of the City, are presenting a flat budget this year.

2. CIP Project Update

Hill Master Plan – Mr. Conklin shared that on June 25, the completed construction plans will go to the City Council for approval so that it can go to out to bid

Community Garden – The environmental review contract is open for bids.  
Dogbone Meadow – The rain has caused some park closures in order to preserve the turf.

3. Upcoming City Council Items

- a. Proclamation July 23<sup>rd</sup> ‘July is Parks and Recreation Month’

**J. COMMISSION REPORTS/COMMENTS.**

1. Commission Comments/Reports

Commissioner Crow Brown shared her enjoyment of the concert series.

Commissioner Weber plans to complete the paperwork to be a part of the Adopt an Island program as a commission.

2. Upcoming Community Events:

5/1 – Recreation Party 3<sup>rd</sup>-5<sup>th</sup> grade at 6:30pm, 6<sup>th</sup>-7<sup>th</sup> grade at 9:30pm at the Downtown Recreation Center

5/18 – Camp Day from 10am to 1pm at the Downtown Recreation Center

6/1, 6/15, 7/6, 7/20, 8/3, 8/17 – Concerts on the Green from 5-7pm at the Civic Green

6/29, 7/27, 8/31 – Hot Amphitheater Nights from 5-7pm at Amphitheater Park

7/10 – July Jazz Night Dinner and Live Music at 5pm at the Margaret Todd Senior Center

7/14 – Sundays on Sherman from 11am-3pm on Sherman Ave.

8/10 – Movie on the Green at dusk (approx. 8:15pm) at the Civic Green

**K. SCHEDULE NEXT MEETING**

The next meeting is scheduled for 7PM on September 19, 2019 at Novato City Hall Council Chambers.

**L. ADJOURNMENT**

Meeting was adjourned at 7:42 p.m.