



**CITY OF NOVATO**  
**PARKS & RECREATION**

**Recreation, Cultural and Community Services Advisory  
Commission**

**MEETING**

**Minutes**

**Thursday, July 8, 2021 - 7:00 PM**

**Teleconference Only**

**A. CALL TO ORDER AND ROLL CALL**

The meeting was called to order by Chair Crow at 7:02 P.M.

Commissioners Present: Dennis Bentley, Ericka Erickson, Patrick Giambalvo, Erin Lacey, Betsy Ricketts, Nancy Weber, Vice Chair René Pouteau, Chair Suzanne Crow

**Commissioners Absent:** Jessica Fernandes-Miller

**Staff Present:** Deputy Director of Parks Recreation and Community Services Katie Gauntlett, City Clerk Laura McDowall, Recreation Supervisor Kendric Baccei, Special Events Coordinator Gage Zettelmeier, Office Assistant Jean Holzgang de Buren

**B. APPROVAL OF FINAL AGENDA**

**Commission Action:** Upon motion by Commissioner Weber and seconded by Commissioner Ricketts, the Commission voted 8-0-0-1 to approve the final agenda.

**Ayes:** Bentley, Crow, Erickson, Giambalvo, Lacey, Pouteau, Ricketts, Weber

**Noes:** None

**Abstain:** None

**Absent:** Fernandes-Miller

**Motion Carried**

**C. PUBLIC COMMENT**

None

## D. CONSENT ITEMS

### D.1. Approve the Meeting Minutes from January 14, 2021

**Commission Action:** Upon motion by Vice Chair Pouteau and seconded by Commissioner Bentley, the Commission voted 5-0-3-1 to approve the January 14, 2021 Meeting Minutes.

**Ayes:** Bentley, Crow, Lacey, Ricketts, Weber

**Noes:** None

**Abstain:** Erickson, Giambalvo, Pouteau

**Absent:** Fernandes-Miller

**Motion Carried**

### D.2. Approve the Meeting Minutes from March 11, 2021

**Commission Action:** Upon motion by Vice Chair Pouteau and seconded by Commissioner Bentley, the Commission voted 6-0-2-1 to approve the March 11, 2021 Meeting Minutes.

**Ayes:** Bentley, Crow, Lacey, Pouteau, Ricketts, Weber

**Noes:** None

**Abstain:** Erickson, Giambalvo

**Absent:** Fernandes-Miller

**Motion Carried**

## E. UNFINISHED AND OTHER BUSINESS

None

## F. GENERAL BUSINESS

### F.1. Presentation on the Brown Act from City Clerk Laura McDowall

City Clerk McDowall provided information on the Brown Act.

### F.2. Presentation from Recreation Supervisor Kendric Baccei and Special Events Coordinator Gage Zettelmeier on planned 2021 special events.

Special Events Coordinator Zettelmeier highlighted the special events to date in 2021 including the Virtual Magic Show, Letters to Leprechauns, the Easter Egg

Scavenger Hunt, and Virtual Storytime Pride Edition. Additionally, the return of Summer Concerts on the Green, Hot Amphitheater Nights, Movies on the Civic Green, the Holiday Crafts Faire, and Breakfast with Santa were announced.

### **F.3. Receive Update from the Ad Hoc Committee for Naming and Sponsorship Opportunities.**

The Commissioners delivered an update on their exploratory work to create additional funds for the City through naming and sponsorship opportunities throughout City of Novato parks and facilities; a preliminary inventory of the park facilities and buildings is underway. Additionally, the Ad Hoc Committee will continue to bring findings and plans to the Commission for their input and approval before bringing to City Council for final review.

## **G. COMMITTEE AND LIAISON REPORTS**

### **G.1. Staff Updates**

Deputy Director of Parks Recreation and Community Services Gauntlett shared information on the start of summer programs, which were expanded beyond what was offered in 2020 due to state and county guidelines shifting back to pre-pandemic ratios; specialty camps, gymnastics programming, adult sports leagues, and swimming at the Hamilton Pool have returned and opened within current State and County guidelines.

Additionally, staff are currently working on the return of adult volleyball and basketball for the fall and winter; the sponsorship of the Novato Senior Citizen's Club is being finalized and an opening date for the Margaret Todd Senior Center will be announced soon.

Deputy Director Gauntlett announced that July is National Parks and Recreation Month and the department is running a social media campaign featuring trivia and highlighted stories from our community and staff; a proclamation in honor of National Parks and Recreation Month will be going to City Council on July 13, 2021.

### **G.2. Commissioner Reports**

The Commissioners expressed their thanks to the PRCS staff for their continued work pivoting with the changes due to COVID and for providing programming and events for the community.

A Commissioner noted that several benches have been repaired at one of our small parks and are now being enjoyed by community members due to the work of the Ad Hoc Committee.

A Commissioner applauded and acknowledged the importance of Pride Month Celebrations in Novato.

A Commissioner expressed interest in the 250 million dollars that the Legislature's version of the 2021-2022 California State Budget has allocated for local park projects to celebrate California's diversity and cultural heritage; a request was made to further discuss how this might benefit Novato parks at the next meeting.

A Commissioner commented on Measure A, stating that the funds are running out in March and work needs to be done to get the renewal on the ballot.

## **H. ADJOURNMENT**

The meeting was adjourned at 8:36 PM.

The next RCCS meeting is on September 9, 2021.

**I HEREBY CERTIFY that the foregoing minutes were duly adopted at the RCCS Commission meeting of September 9, 2021.**

/ Jean Holzgang de Buren /  
Jean Holzgang de Buren, Office Assistant