



CITY OF NOVATO
PARKS & RECREATION

Recreation, Cultural and Community Services Advisory Commission

MEETING

Meeting Minutes

Thursday, March 10, 2022 - 7:00 PM

Teleconference Only

A. CALL TO ORDER AND ROLL CALL

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

Commissioners Present: Dennis Bentley, Suzanne Crow, Jessica Fernandes-Miller, René Pouteau, Nancy Weber, Vice Chair Erin Lacey, Chair Betsy Ricketts

Commissioners Absent: Ericka Erickson

Staff Present: Deputy Director of Parks Recreation and Community Services Katie Gauntlett, Senior Office Assistant Jean Holzgang de Buren

B. APPROVAL OF FINAL AGENDA

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

Ayes: Bentley, Crow, Giambalvo, Fernandes-Miller, Pouteau, Weber, Lacey, Ricketts

Noes: None

Abstain: None

Absent: Erickson

Motion Carried

C. PUBLIC COMMENT

None

D. CONSENT ITEMS

D.1. Approve the Meeting Minutes from January 13, 2022

Commission Action: Upon motion by Commissioner Giambalvo and seconded by Commissioner Crow, the Commission voted 8-0-0-1 to approve the minutes.

Ayes: Bentley, Crow, Fernandes-Miller, Giambalvo, Pouteau, Weber, Lacey, Ricketts

Noes: None

Abstain: None

Absent: Erickson

Motion Carried

E. UNFINISHED AND OTHER BUSINESS

None

F. GENERAL BUSINESS

F.1. Receive an update on the Community Garden from Public Works Associate Engineer Petr Skala and PRCS Deputy Director Katie Gauntlett

Deputy Director Gauntlett provided an overview and history of the Community Garden project.

Deputy Director Gauntlett shared that the City is committed to providing the base infrastructure, which included perimeter fencing, entrance & parking, pathways, and surfacing.

Deputy Director Gauntlett provided examples of constraints the project is facing. Estimated cost of the base infrastructure totals \$250,000 and this does not include any cost associated with developing the garden beds, on-going maintenance expenditures, utilities, or staff related costs. North Marin Water District is continuing its water restrictions due to the ongoing drought and not permitting water access to the garden at this time.

Deputy Director Gauntlett informed the Commission the existing well on-site is a viable option for water, but would need to be upgraded to be permittable for County standards and will cost an additional \$200,000. Making the total cost for base infrastructure \$450,000.

Deputy Director Gauntlett shared that staff will be bringing this project to the City Council at the April 26th meeting for them to provide staff direction.

Commissioner Bentley asked how Livewell is coming along with the fundraising. Deputy Director Gauntlett shared with the Commissioner that to her knowledge fundraising has not been completed.

Commission Crow asked if Novato Rotary has discussed helping with the garden beds. Deputy Director Gauntlett confirmed there have been preliminary talks about this but noting officially confirmed.

Commissioner Weber asked a question about the diagram and the native American food garden. Deputy Director Gauntlett shared this addition could be a contribution and recognition for the coast Miwok land but currently is not budgeted.

Deputy Director Gauntlett shared that the Council has approved \$150,000 for the Community Garden project but upgrading the well (\$200K) and estimates for the base infrastructure (\$250K) leaves a funding gap of \$300,000.

Public Comment:

None.

F.2. Receive a presentation and update on summer 2022 programming and new registration system from Deputy Director Katie Gauntlett

Deputy Director Gauntlett provided an overview on summer programs and the new registration system, ActiveNet, coming in April 2022. The new system has an online donation button, park reservations for online permits, and staff will run a marketing campaign to promote the new system.

Deputy Director Gauntlett shared the new Summer 2022 Activity Guide will be released at the end of March. The activity guide will continue to be digital and registration will open on April 4th.

Deputy Director Gauntlett provided an update on the summer programming. Camp Ton-of-Fun, gymnastics, specialty camps, senior classes, and special events will all be back. Similar to pre-pandemic programming.

Public Comment:

None.

F.3. Discuss Commissioner Survey results and provide direction on Recreation Cultural, and Community Services Commission meeting start time

Deputy Director Gauntlett shared the results from the poll for the start time of RCCS meetings. Majority of votes were for the 6:00 PM start time.

Public Comment:

None.

Commission Action:

Upon motion by Commissioner Crow and seconded by Commissioner Bentley the Commission voted 8-0-0-1 for Recreation, Cultural, and Community Services Advisory Commission to change the meeting start time to 6:00 PM.

Ayes: Bentley, Crow, Giambalvo, Fernandes-Miller, Pouteau, Weber, Lacey, Ricketts

Noes: None

Abstain: None

Absent: Erickson

Motion Carried

G. COMMITTEE AND LIAISON REPORTS

G.1. Staff Updates

Deputy Director Gauntlett shared the new mask mandates. Masks are strongly recommended but no longer required for youth participants beginning March 12th.

Deputy Director Gauntlett provided an update on Pioneer Park Playground Improvement Project. City Council approved and secured the funding gap. Installation is planned for 2022. More information to come at a future meeting.

Deputy Director Gauntlett announced the Novato Classic Gymnastics Meet returned.

Deputy Director Gauntlett provide an update on Miwok Museum Murals. Painting is underway and the unveiling & Diversity Discussion will be held on April 30th.

Deputy Director Gauntlett shared that the bench naming policy will return at the May 12th RCCS meeting.

Deputy Director Gauntlett shared that the City Council will be returning to in person meetings starting on April 12th. RCCS will meet in person at their next meeting on May 12th.

Public comment:

None.

G.2. Commissioner Reports

Vice Chair Lacey would like a discussion on the revitalization of Marion Park and the softball field as a future agenda item.

Commissioner Bentley proposed Commissioners survey parks in the future to assist in assessing the parks and their individual needs.

H. ADJOURNMENT

The meeting was adjourned at 8:27 PM.

The next RCCS meeting is on May 12, 2022.

I HEREBY CERTIFY that the foregoing minutes were duly adopted at the RCCS Commission meeting of _____.

/ Drew Bendickson /
Drew Bendickson, Senior Management Analyst