



CITY OF NOVATO
PARKS & RECREATION

Recreation, Cultural and Community Services Advisory Commission

MEETING

Minutes

Thursday, July 13, 2023 - 6:00 PM

A. CALL TO ORDER AND ROLL CALL

The meeting was called to order by Vice Chair Weber at 6:00 P.M.

Commissioners Present: Vice Chair Nancy Weber, Emily Larsen, Suzanne Crow, Mavi Pilloton, Beverly Winsor

Commissioners Absent: Chair Erin Lacey, Dennis Bentley, Betsy Ricketts

Staff Present: Director of Parks, Recreation, and Community Services Katie Gauntlett, Community Services Division Manager Drew Bendickson, Recreation Coordinator Sarah Bailey, Recreation Coordinator Nick Malliaras

B. APPROVAL OF FINAL AGENDA

Commission Action: Upon motion by Commissioner Crow and seconded by Commissioner Winsor, the Commission voted 5-0-0-3 to approve the final agenda.

Ayes: Crow, Larsen, Pilloton, Winsor, Weber

Noes: None

Abstain: None

Absent: Bentley, Lacey, Ricketts

Motion Carried

C. PUBLIC COMMENT

1. Judie Shaw

D. CONSENT ITEMS

D.1. Approval of the Meeting Minutes

Commission Action: Upon motion by Crow and seconded by Commissioner Pilloton, the Commission voted 5-0-0-3 to approve the minutes from the Recreation, Cultural, and Community Services Advisory Commission Meeting of May 11, 2023.

Ayes: Crow, Larsen, Pilloton, Winsor, Weber

Noes: None

Abstain: None

Absent: Bentley, Lacey, Ricketts

Motion Carried

E. UNFINISHED AND OTHER BUSINESS

None

F. GENERAL BUSINESS

F.1. Receive a Presentation and Request Feedback and Approval of the Scottsdale Pond Wayside Signage Draft Signs by Scientific Illustrator Emma Oyle, for the Approved Public Art Installation at Scottsdale Pond in Partnership with The Rotary Club Of Novato from Recreation Division Manager, Drew Bendickson.

Recreation Division Manager Drew Bendickson presented draft signage designs for Scottsdale Pond created by scientific illustrator Emma Oyle. Emma was unable to attend the meeting, so Drew presented on her behalf.

There were 8 draft sign designs presented, with topics including welcoming visitors, not feeding birds, what birds eat, birds and animals that live at the pond, and yearly visitors.

The designs featured a combination of spot illustrations and full-scene illustrations. Staff requested feedback and recommendations from the Commission on the background color options for the signs. Options included white, tan, light green, light blue, dark green, and dark blue.

After reviewing the 8 signage designs, the Commission debated the different background color options. They settled on recommending light blue as the background color for the signs.

The Commission also recommended removing the white background behind the City of Novato and Rotary Club logos, so that the logos would be directly on the light blue background.

Additionally, they recommended softening the edges of the white text boxes that appear behind some of the informational text on the signs, rather than having harsh straight edges on the boxes.

Commission Action: Upon motion by Commissioner Crow and seconded by Commissioner Winsor, the Commission voted 5-0-0-3 to approve the draft signs with the following modifications: Signs will have a light blue background, no white boxes behind logos, and soften the text box edges.

Ayes: Crow, Larsen, Pilloton, Winsor, Weber

Noes: None

Abstain: None

Absent: Bentley, Lacey, Ricketts

Motion Carried

F.2. Receive a Presentation on 2023 Youth Athletics, and Adult Athletics Programming by Recreation Coordinators, Sarah Bailey and Nick Malliaras.

Recreation Coordinators Sarah Bailey and Nick Malliaras presented in detail the many programs offered by Youth Enrichment, and Youth and Adult Athletics. Those included both in-house and contracted programs.

For youth enrichment, Sarah highlighted contract programs including theater productions with Katia & Company, STEM camps with Play-Well, chess and comic book camps with Chess Wizards, and dance with Splitz Dance Academy.

Fire Squirts camp provides a unique experience in partnership with the Novato Fire District for ages 9-12 and Camp Ton-Of-Fun is a large in-house program serving over 650 campers.

Youth athletics programs include all sports camp, taekwondo, toddler soccer, youth soccer and volleyball camps, and youth basketball leagues and camps.

Adult athletics leagues are offered for basketball, softball, volleyball, and cornhole. Pickleball clinics are also offered.

Nick informed the Commission their division provides employment for over 30 part-time staff and helps them develop leadership and job skills. They also manage several City facilities including gyms, fields, courts, and community centers.

F.3. Receive an Update on the Parks Master Plan from Director of Parks, Recreation, and Community Services, Katie Gauntlett

Director Gauntlett gave an overview of what the Parks Master Plan is and how it will be a detailed comprehensive study of Novato's parks, playgrounds, fields, courts, picnic areas, and amenities. It will identify unmet recreational needs in the community and create a prioritized list of future park developments.

Director Gauntlett noted that the project timeline is currently slated to run from February 2022 to November 2023.

Community engagement efforts have included several stakeholder meetings, focus groups, public meetings, tabling at events, social media, and an interactive website. Additionally, two upcoming virtual community meetings are planned for July 17 and 19. Ongoing engagement efforts include site visits, comment cards, social media, and the Social Pinpoint site.

The project is currently in the community engagement phase, with action plan development, prioritization, and final plan approval still to come.

Director Gauntlett shared that the goal is to develop an implementable roadmap to guide park investments based on community recreational needs and priorities.

G. COMMITTEE AND LIAISON REPORTS

G.1. Staff Updates

Director Gauntlett announced that Drew Bendickson and Alexandra Kambur were recently promoted to the positions of Recreation Division Manager.

Drew will be overseeing the Margaret Todd Senior Center and Aquatics Divisions. Alexandra will oversee the Gymnastics, Youth Enrichment & Athletics Divisions.

Additionally, George Gasparini has joined the Parks and Recreation team full-time this week in the Senior Office Assistant role. This will provide the staff with much-needed administrative support.

Director Gauntlett reported that the City's master fee schedule has been updated. PRCS saw a 5.6% CPI (consumer price index) increase to its fees, except for Aquatics which was excluded since its fees were recently approved by Council.

Furthermore, the City Council approved implementing a 10% surcharge fee for non-residents registering for programs and activities. This brings the non-resident fees in alignment with the surcharge that is already in place for facility rentals.

G.2. Commissioner Reports

Earlier in the meeting, Judie Shaw made a public comment requesting benches at Wallace Park. The RCCS Commissioners discussed whether to place this topic on a future agenda.

Commissioner Winsor appreciated that Judie attended and raised this issue.

Commissioner Crow believed staff should focus on the results of the forthcoming Parks Master Plan survey to guide future park projects.

The Commissioners decided not to have Wallace Park placed on a future agenda.

Commissioner Winsor requested to agenda a discussion about maintaining or renovating the bocce ball courts at Miwok Park.

Director Gauntlett noted that currently, the Parks Master Plan is guiding future park projects for the department. However, she mentioned it is up to the Commission to place this topic on a future agenda if they wish to discuss it further.

Commission Action: Upon motion by Commissioner Winsor and seconded by Commissioner Larsen, the Commission voted 5-0-0-3 to place on a future agenda, a discussion about Maintaining/Renovating the Miwok Park Bocce Ball Courts.

Ayes: Crow, Larsen, Pilloton, Winsor, Weber

Noes: None

Abstain: None

Absent: Bentley, Lacey, Ricketts

Motion Carried

H.

ADJOURNMENT

The meeting was adjourned at 8:01 PM.

The next RCCS meeting is on August 31, 2023.

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

/ Drew Bendickson /

Drew Bendickson, Community Services Division Manager