



CITY OF NOVATO
PARKS & RECREATION

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

REGULAR MEETING

Thursday, January 12, 2023 - 6:00 PM

**Novato City Hall
Council Chambers, 901 Sherman Ave**

Chair

Betsy Ricketts

Vice Chair

Erin Lacey

Members

**Dennis Bentley, Suzanne Crow, Ericka Erickson, Emily Larsen, Mavi Pilloton, Nancy Weber,
Beverly Winsor**

Staff Liaison

Katie Gauntlett

The Recreation, Cultural and Community Services Advisory Commission welcomes you to attend its meetings which are regularly scheduled the second Thursday of odd months. Your interest is encouraged and appreciated.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (415) 899-8986. Notification at least 48 hours prior to the meeting will enable the City to make reasonable accommodation to help ensure accessibility to this meeting. The Recreation, Cultural and Community Services Advisory Commission may discuss and/or take action on any or all of the items listed on the agenda irrespective of how the agenda items are described.

Public Participation/Comment Instructions

Members of the Public may participate and provide public comments to teleconference meetings as follows:

- **Written public comments** may be submitted by email to prcs@novato.org. Written public comments received more than 3 hours before the start of the meeting will be distributed to the Commission. Written public comment received after the three-hour cut-off, including during and after the meeting, will be collected and placed in the public record. Written public comments will not be read during the meeting.

A. CALL TO ORDER AND ROLL CALL

B. APPROVAL OF FINAL AGENDA

C. PUBLIC COMMENT

There is a three-minute time limit to speak although the Chair may shorten the time based on the number of speakers or other factors. A speaker may not yield his or her time to another speaker.

For issues raised during Public Comment that are not on the published agenda, except as otherwise provided under the Ralph M. Brown Act, no action can legally be taken. The Board, Committee, Commission may direct that the item be referred to the Staff Liaison for action or may schedule the item on a subsequent agenda.

D. CONSENT ITEM

All matters listed on the Consent Calendar are considered to be routine and will be enacted by a single vote of the Commission. There will be no separate discussion unless specific items are removed from the Consent Calendar for separate discussion and action. Any Commissioner may remove an item from the Consent Calendar and place it under General Business for discussion.

D.1. Approve the Meeting Minutes from July 14, 2022 Meeting

E. UNFINISHED AND OTHER BUSINESS

F. GENERAL BUSINESS

These items include significant and administrative actions of special interest and will usually include a presentation and discussion by the Recreation, Cultural and Community Services Commission. They will be enacted upon by a separate vote.

F.1. Receive a presentation from Rotary Club of Novato on potential Pianos on Grant program and provide recommendation

F.2. Receive a presentation on Balloon Policies from Sustainability Coordinator, Gretchen Schubeck

F.3. Receive an update and provide direction on the proposed Commemorative Bench Program from Senior Management Analyst Drew Bendickson

F.4. Elections of Chair and Vice Chair

F.5. Review the 2023 Recreation, Cultural, and Community Services Commission meeting calendar

Attachment 1: 2023 RCCS Meeting Calendar

G. COMMITTEE AND LIAISON REPORTS

This section is used for Commissioners and the Staff Liaison to orally report on topics that can be considered for discussion at a future meeting.

G.1. Staff Updates

G.2. Commissioner Reports

H. ADJOURNMENT

Materials that are submitted to members of Commission after the distribution of the agenda packet will be made available to the public at the time it is provided to the Commission.

AFFIDAVIT OF POSTING

I, Drew Bendickson, certify that on the Thursday before the Recreation, Cultural and Community Services Advisory Commission meeting of January 12, 2023 the agenda was posted on the City Community Service Board at 922 Machin and on the City's website at novato.org in Novato, California.

/ Drew Bendickson /

Drew Bendickson, Senior Management Analyst



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Recreation, Cultural & Community Services Advisory Commission 2023 Meeting Calendar

January

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
14	16	17	18	19	20	21
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29	30	31				

February

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March

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April

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May

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June

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July

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30	31					

August

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November

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December

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24	25	26	27	28	29	30

31

 Regularly scheduled RCCS meeting. All regularly scheduled meetings begin at 6:00pm at Novato City Hall.



CITY OF NOVATO
PARKS & RECREATION

Recreation, Cultural and Community Services Advisory Commission

MEETING

DRAFT Minutes

Thursday, September 8, 2022 - 6:00 PM

A. CALL TO ORDER AND ROLL CALL

The meeting was called to order by Vice Chair Lacey at 6:05 P.M.

Commissioners Present: Dennis Bentley, Suzanne Crow, Nancy Weber, Vice Chair Erin Lacey

Commissioners Absent: Ericka Erickson, Chair Betsy Ricketts

Staff Present: Director of Parks Recreation and Community Services Katie Gauntlett, Senior Management Analyst Drew Bendickson

B. APPROVAL OF FINAL AGENDA

Commission Action: Upon motion by Commissioner Crow and seconded by Commissioner Weber the Commission voted 4-0-0-2 to approve the final agenda.

Ayes: Bentley, Crow, Weber, Lacey

Noes: None

Abstain: None

Absent: Erickson, Ricketts

Motion Carried

C. PUBLIC COMMENT

None.

D. CONSENT ITEMS

D.1. Approve the Special Meeting Minutes from July 14, 2022

Commission Action: Upon motion by Commissioner Bentley and seconded by Commissioner Crow, the Commission voted 4-0-0-2 to approve the minutes.

Ayes: Bentley, Crow, Weber, Lacey

Noes: None

Abstain: None

Absent: Erickson, Ricketts

Motion Carried

E. UNFINISHED AND OTHER BUSINESS

E.1. Review, discuss, and consider making a recommendation to Novato City Council on proposed sculpture donation from Rotary Club of Novato

Michael Morrissey gave a presentation detailing a sculpture donation to the City of Novato from the Rotary Club of Novato.

Michael Morrissey explained the sculpture would be a gift to the City of Novato and that the metal sculpture titled, "On the Rise" is inspired by the recovery events following the attack on the World Trade Center.

Michael Morrissey shared the Rotary Club of Novato would like for the sculptures site location to be at Redwood Blvd and Grant Ave.

Commissioners discussed concerns regarding safety, location, and style of sculpture.

Public Comment:

1. Jim Spillman

Commission Action:

Upon motion by Commissioner Crow and seconded by Commissioner Bentley the Commission voted 4-0-0-2 against accepting the donated sculpture from Rotary Club of Novato.

Ayes: Bentley, Crow, Weber, Lacey

Noes: None

Abstain: None

Absent: Erickson, Ricketts

Motion Carried

F. GENERAL BUSINESS

F.1. Receive a presentation and update on the Pickleball Pilot Rotational Play Program; consider, discuss and take action to authorizing staff to revise Rec Policy 8, Tennis and Pickleball Court Use Policy, to include Rotational Play at the Hill Recreation Area Pickleball Courts

Deputy Director Gauntlett provided an overview of this item reminding the public that this topic of rotational play was originally brought to RCCS on May 26, 2022. A pilot rotational play has been instituted at the Hill Recreation Area Pickleball Courts since June 8, 2022.

Recreation Supervisor Baccei presented an analysis of the pilot rotational play program at the Hill Recreation Area Pickleball Courts. The pilot program lasted from June through September 2022.

Recreation Supervisor Baccei shared that on July 14, 2022, staff launched an online survey to 250 individuals from the PRCS pickleball interest list. 60 responses were collected and 73% of the participants were Novato residents. Following the survey staff visited the courts 15 times and heard overwhelmingly that players were in favor of rotational play. Based on this feedback, staff recommended the proposed revisions to the existing Tennis and Pickleball Court Use Policy be updated to include Rotational Play at the Hill Recreation Area Pickleball Courts.

Commissioners discussed the positive feedback received from the pilot program.

Public Comment:

1. Frank Rebelo
2. Russ Wilson
3. Dan Phillips
4. Jon Greber
5. Don Schepplon
6. Kelly Calabrese

Commission Action:

Upon motion by Commissioner Crow and seconded by Commissioner Bentley the Commission voted 4-0-0-2 to authorizing staff to revise Rec Policy 8, Tennis and Pickleball Court Use Policy, to include Rotational Play at the Hill Recreation Area Pickleball Courts

Ayes: Bentley, Crow, Weber, Lacey
Noes: None
Abstain: None
Absent: Erickson, Ricketts

Motion Carried

F.2. Consider appointment of RCCS Commissioners to Parks Master Plan Ad-Hoc Committee

Director Gauntlett shared that PRCS will be releasing a request for proposal (RFP) for a consultant to complete a parks master plan for the City of Novato.

Commissioners Crow and Weber volunteered to join the Parks Master Plan Ad-Hoc Committee.

Public Comment:

None.

Commission Action:

Upon motion by Vice Chair Lacy and seconded by Commissioner Bentley the Commission voted 4-0-0-2 to appoint Commissioner Crow and Weber to the Parks Master Plan Ad-Hoc Committee.

Ayes: Bentley, Crow, Weber, Lacey
Noes: None
Abstain: None
Absent: Erickson, Ricketts

Motion Carried

F.3. Receive an update on the Pioneer Park construction project timeline from Director Katie Gauntlett

Director Gauntlett shared that the Pioneer Park construction project is currently slated to begin on September 19, 2022.

Director Gauntlett shared that this project will focus solely on the smaller side of the playground at Pioneer Park. The project will remove the wood chips and be

replaced with pour in play for additional accessibility. Additional shade structures were requested by the community and will be added to the project.

Director Gauntlett mentioned the playground will have accessory play features such as an accessible whirl and expression swings with an adaptive seat to accommodate children or adults with mobility limitations.

Director Gauntlett shared the timelines for completion is 6 to 8 weeks. More information can be found on the City website at novato.org/pioneerpark.

G. COMMITTEE AND LIAISON REPORTS

G.1. Staff Updates

Director Gauntlett shared that enrollment for summer activities in PRCS increased greatly from last summer.

Director Gauntlett reported that the summer concert series: Concerts on the Green and Hot Amphitheater nights were successful with lots of citizens in attendance.

Director Gauntlett shared that the PRCS Fall Activity Guide has been released and brochures will be mailed to Novato homes.

Director Gauntlett shared that the Gymnastics Fall session currently has over 700 participants. Seeing a 40% increase since Fall 2021.

Director Gauntlett announced upcoming special events for the fall that include, Movie in the Park at Pocket Park, the Trash to Treasures Flea Market at the Margaret Todd Senior Center, and the Not-So-Scary Magic show at the Margaret Todd Senior Center.

G.2. Public comment:

None.

H. Commissioner Reports

None.

ADJOURNMENT

The meeting was adjourned at 7:52 PM.

The next RCCS meeting is on November 11, 2022.

DRAFT

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

/ Drew Bendickson /
Drew Bendickson, Senior Management Analyst