



THE CITY OF  
**NOVATO**  
CALIFORNIA

922 Machin Avenue  
Novato, CA 94945  
415/899-8900  
FAX 415/899-8213  
[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

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

**\*\*HILL COMMUNITY ROOM\*\*  
1560 Hill Road**

February 28, 2019

7:00 p.m.

**AGENDA**

**A. ROLL CALL**

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

Welcome new members Patrick Giambalvo and Betsy Ricketts.

**B. APPROVAL OF AGENDA**

**C. APPROVAL OF MINUTES**

1. November 8, 2018.

**D. PUBLIC COMMENT**

**E. READER BOARD INFORMATION**

1. Various Program Fliers.

**F. PRESENTATIONS**

1. Hill Central Hub Design Update – Public Works Staff

*\*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.*

**G. OLD BUSINESS**

There are no Old Business items.

**H. NEW BUSINESS**

There are no New Business items.

**I. REPORTS/INFORMATION**

1. Department Report

**J. COMMISSION REPORTS/COMMENTS**

1. Commission Comments/Reports

2. Upcoming Community Events:

03/02 – Spring Craft Market 10AM-3PM at MTSC.

03/08-03/10 – Novato Classic Gymnastics Meet at Novato Gymnastics Center.

03/09 – Novato Live Indoor Concert featuring Jesse Brewster 6PM at City Hall.

03/23 – Novato Live Indoor Concert featuring The Theory 6PM at City Hall.

**K. SCHEDULE NEXT MEETING**

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

**L. ADJOURNMENT**



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

November 8, 2018  
7:00 p.m.

Novato City Hall  
City Council Chambers  
922 Machin Avenue

**A. ROLL CALL**

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

Commissioners present: Weber, Bartling, Bentley, Pouteau.

Commissioners absent: Crow, Styx

Also present: Assistant City Manager Michael Antwine, Recreation Services Manager Kevin Conklin, Recreation Manager Liz Tran, Recording Secretary Amanda Estrada.

**B. APPROVAL OF AGENDA**

**MOTION/SECOND, COMMISSIONERS  
POUTEAU/BENTLEY, TO APPROVE THE AGENDA.**

**MOTION CARRIED 4-0.**

**C. APPROVAL OF MINUTES**

1. October 11, 2018

**MOTION/SECOND, COMMISSIONERS  
BENTLEY/BARTLING, TO APPROVE THE MINUTES.**

**MOTION CARRIED 4-0.**

**D. PUBLIC COMMENT**

There was no public comment.

**E. READER BOARD INFORMATION**

1. Various Program Fliers.

## F. PRESENTATIONS

There were no Presentations.

## G. OLD BUSINESS

There were no Old Business items.

## H. NEW BUSINESS

There were no New Business items.

## I. REPORTS/INFORMATION

1. Manager's Report. Recreation Services Manager Kevin Conklin shared that the Dogbone Meadow Reopening Ceremony was a success. Mr. Conklin highlighted the upcoming winter events and reported about Margaret Todd Senior Center's booth at the Marin Senior Information Fair and the positive feedback they received from fairgoers. Mr. Conklin notified the Commission that the PRCS department will be doing a fee study and raising rental rates of parks, fields, gyms and facility rentals. The proposed rate increases will be brought to the Commission for approval. Recreation Services Manager Liz Tran updated the Commission on the Multicultural Advisory Commission status. As decided by Council, MAC will remain separate from RCCS, the staff liaison for MAC has changes from Police to Parks and Recreation, and the number of members on MAC is increasing from five to seven.

2. CIP Project Updates. Recreation Services Manager Liz Tran gave a CIP Projects Update.

- **Dogbone Meadows:** Ms. Tran reiterated that the Reopening Ceremony was a success and added that the park has been very busy all week.
- **Hill Master Plan:** The environmental documents are being circulated and the constructions documents are in progress.
  - i. Chair Weber asked if there will be additional restrooms built. Mr. Conklin explained that the restrooms in the Hill Gymnasium will be accessible to field and court users.
- **Community Garden:** Staff met with Novato Live Well Network and confirmed that they are ready to focus on fundraising. The license agreement between the City and Novato Live Well Network is in progress.
  - i. Chair Weber asked if the Community Garden will be brought back to the RCCS Commission and what their rates for the plots would be. Ms. Tran said that there will be presentations in the future with updates about the garden. Ms. Tran also explained that Novato Live Well Network does not have rates established yet.

3. Upcoming City Council Items.

There are no Upcoming City Council Items.

4. Media Articles

There are no Media Articles.

**J. COMMISSION REPORTS/COMMENTS.**

1. Commission Comments/Reports.

Commissioner Pouteau shared that the Chamber of Commerce is interested in helping to find corporate sponsors for the athletic courts and fields at the Hill Recreation Area. Chair Weber added that this item can be discussed further after the design is finalized.

2. Upcoming Community Events:

12/2 – Breakfast with Santa 9AM-12PM at DRC.

12/7 & 12/8 – Holiday Crafts Faire at MTSC.

12/9 – Free Throw Championship 10AM-1PM at DRC.

**K. SCHEDULE NEXT MEETING**

The next meeting is scheduled for January 10, 2019.

**L. ADJOURNMENT**

Meeting was adjourned at 7:28 p.m.



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## STAFF REPORT

MEETING

DATE: February 28, 2019

TO: Recreation, Cultural and Community Service Commission

FROM: Liz Tran, Recreation Services Manager;  
Christopher Blunk, Deputy Public Works Director/City Engineer

SUBJECT: **HILL RECREATION AREA MASTER PLAN PROJECT UPDATE**

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### REQUEST

Receive a report by the Public Works Department regarding the Hill Recreation Area, (Capital Improvement Project), CIP # 01-005

### DISCUSSION

On April 10, 2018, the Novato City Council voted unanimously to approve the general scope of the proposed “Hill Recreation Area Hub.” Key elements included in the Hub are an expanded synthetic turf area with gravel overflow parking along with a consolidated bocce ball and pickleball area that meet the needs for these community priorities. Construction of the Hill Recreation Area Hub is aligned with community desires and allows for the prioritized elements of the project to be implemented within the budget and without precluding future improvements. Gates & Associates has been hired to prepare construction plans, specifications, and detailed estimate.

A Public Hearing was held to consider and take action to adopt a Mitigated Negative Declaration and a Mitigation Monitoring Program under the requirements of the California Environmental Quality Act (CEQA).

### FISCAL IMPACT

This project is estimated to cost approximately \$7,228,000

### RECOMMENDATION

Receive a report and provide feedback on the Hill Recreation Area Project.