



THE CITY OF
NOVATO
CALIFORNIA

922 Machin Avenue
Novato, CA 94945
415/899-8900
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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**

**NOVATO CITY HALL
COUNCIL CHAMBERS
901 SHERMAN AVE.**

March 14, 2019

7:00 p.m.

AGENDA

A. ROLL CALL

Chair Nancy Weber

Commissioner Dennis Bentley

Commissioner Patrick Giambalvo

Commissioner Ryan Bartling

Commissioner Suzanne Brown-Crow

Commissioner Betsy Ricketts

Commissioner Rene Pouteau

B. APPROVAL OF AGENDA

C. APPROVAL OF MINUTES

1. February 28, 2018.

D. PUBLIC COMMENT

E. READER BOARD INFORMATION

1. Various Program Fliers.

F. PRESENTATIONS

There are no Presentations.

G. OLD BUSINESS

There are no Old Business items.

**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.*

H. NEW BUSINESS

1. Chair and Vice Chair Nominations.
2. 2019 Special Events Calendar Presentation by Recreation Supervisor Katie Gauntlett and Recreation Coordinator Kendric Baccei.
3. CIP Project Updates on Community Garden and Dogbone Meadow.

I. REPORTS/INFORMATION

1. Department Report
2. Upcoming City Council Items

J. COMMISSION REPORTS/COMMENTS

1. Commission Comments/Reports
2. Upcoming Community Events:
 - 03/23 – Novato Live Indoor Concert featuring The Theory 6PM at City Hall
 - 04/13 – Spring “Trash to Treasures” Flea Market from 9AM-2PM at Margaret Todd Senior Center
 - 04/27 – Fishing in the City at Scotsdale Pond
 - 04/27 – Novato Live Indoor Concert featuring Chris Ayer 6PM at City Hall

K. SCHEDULE NEXT MEETING

7PM on May 9, 2019 at Novato City Council Chambers.

L. ADJOURNMENT



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

February 28, 2019
7:00 p.m.

Hill Community Room
1560 Hill Road

A. ROLL CALL

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

Commissioners present: Weber, Bentley, Brown-Crow,
Giambalvo, Ricketts, Pouteau.

Commissioners absent: Bartling

Also present: Recreation Services Manager Kevin
Conklin, Recording Secretary Amanda
Estrada.

Welcome new members Patrick Giambalvo and Betsy Ricketts.

B. APPROVAL OF AGENDA

**MOTION/SECOND, COMMISSIONERS CROW/BENTLY,
TO APPROVE THE AGENDA.**

MOTION CARRIED 6-0.

C. APPROVAL OF MINUTES

1. November 8, 2018.

**MOTION/SECOND, COMMISSIONERS CROW/BENTLY,
TO APPROVE THE MINUTES.**

MOTION CARRIED 6-0.

D. PUBLIC COMMENT

There was no public comment.

E. READER BOARD INFORMATION

1. Various Program Fliers.

F. PRESENTATIONS

Hill Central Hub Design Update – Public Works Staff

Chris Blunk, Deputy Director of the Public Works department presented a design update of the Hill Central Hub Project. In the last week, the project has reached two milestones. Staff received 65% Plans for “Central Hub” project on February 21, 2019 and City Council adopted CEQA Environmental Document for Master Plan and Central Hub Project on February 26, 2019. Areas of the project that were highlighted by the slideshow include the Margaret Todd parking expansion, new bocce, pickleball and Hill Rd. parking, and the synthetic turf field with cork infill. Wind screening and lighting examples were shared, as well as the tree planting and landscaping groundcover plans. Next steps were identified as finalizing construction plans, specifications and estimate in April 2019, advertising for construction bids in May 2019, awarding the construction contract in July 2019, beginning construction in August 2019 and completing construction in October 2020.

Several members of the public provided feedback summarized below.

Concerns about speed limits on Hill Road and increased traffic due to additional park users. Mr. Blunk replied that part of the environmental document was a trip generation study to look at those potential impacts. There are projects planned to improve the streets around the area including a four-way stop at Indian Valley Road and Hill Road. Also, on the northwest side of Hill Road, there will be a continuous center line and an edge line striped as part of a separate project.

One person shared that they did not support the use of artificial turf.

Questions were asked regarding the lighting. Mr. Blunk and Mr. Conklin answered that the Bocce ball lights will be off by 10pm. No lights will be added to the oval track. Bollard lights will be added by the parking lot and entrances to senior center. Courtyard lighting will be added between the senior center and gym. The new parking areas will have the same lighting as the existing parking lots do. There will be no lights on or around the synthetic field.

Pedestrian access was requested at Plaza Linda. Concerns about park users parking on Plaza Linda were also shared. Mr. Blunk replied that staff will talk to neighbors before making a decision.

Concerns about lack of areas for dogs to run free and concerns about loose dogs and their waste were shared. Mr. Blunk replied that internal conversation will follow to look at how to handle the conflicting opinions.

Concerns about the noise of pickleball were shared. Mr. Blunk responded that staff is looking at planting a type of tree along each end of the pickleball courts that grows tall and thick to help dampen the noise from the pickleball play.

Commissioner Bently asked if there will be pick up and drop off area along Hill. Mr. Blunk answered affirmatively that there will be areas for pick up and drop off in the new parking

lot on Hill Road, directly outside the side entrance of the Margaret Todd Senior Center on Hill Road, around the turn around circle between the Hill Gym and Hill Gymnasium.

Commissioner Bently asked what is planned for the area between the bocce ball courts, pickleball courts and turn field. Mr. Blunk answered that right now it is drawn as grass with picnic tables. Commissioner Bently asked if a play structure is still an option. Mr. Blunk answered that they will have a play area as an “add alternate”. If there is not enough funding in phase one, the play structure may be part of phase two of the project.

A question was asked about the frequency of cleaning the artificial turf and the process. Mr. Blunk explained that a series of quick couplers are throughout the area to allow for hose use. Staff will look at best practices for recommended maintenance of the specific type of turf and implement it in our maintenance program.

A question was raised whether electrical outlets and hose bibs for cleaning on the pickleball courts as well as the artificial turf field. Staff will make a note and discuss.

Commissioner Brown-Crow shared her gratitude for the hard work on this plan.

Commissioner Ricketts asked is the police department is concerned about the additional evening and weekend use. Mr. Blunk answered that the plan has been run by Novato Police to ensure our projects are compatible with their patrols and not encouraging bad behavior. He shared that generally speaking, they have not had concerns with the project. Mr. Conklin also shared that there will be part-time staff will be present during evening bocce ball leagues.

Commissioner Ricketts also asked if the timing of the project has been scheduled with youth soccer’s season in mind. Mr. Conklin answered that staff has worked very closely with athletic groups to accommodate them. They are aware that use of the field will be difficult during construction, but the City, School District and Novato Youth Soccer will work together. Mr. Blunk added that they will try to deliver the project as soon as possible and look to expedite pieces throughout if it can help youth soccer’s schedule with a reasonable cost.

Commissioner Ricketts also asked if concessions at the field have been considered. Mr. Conklin answered that we are not looking at concessions as a way to lower the amount of trash and prevent PA systems negatively effecting the neighbors.

A question was raised about bathroom access. Mr. Blunk answered that the exteriors doors on the Hill Gym will be modified to allow access to the bathrooms in the Hill Gym. No additional Porta Potties are planned. Access to the Margaret Todd Senior Center restrooms will be available during business hours, but field users will be encouraged to use the bathrooms in the gym.

Commissioner Weber asked for the timeline of the restriping of the current senior center parking lot. Mr. Blunk explained that the restriping will be the last step of the process. In order to reduce the negative impacts of the existing lot, the plan is to first build the new lots before impacting the existing parking.

Commissioner Pouteau asked whether the sponsorship of areas of the park was still available. Mr. Blunk answered that reasonable community sponsorships of components of the project to offset the cost of the project are welcome.

A member of the public asked for increased radius of noticing. Mr. Blunk said he would look at increasing the radius and recommended signing up to be e-notified by signing up on the project website (www.novato.org/hillmasterplan).

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

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

The next meeting will be 7PM on March 14, 2019 at Novato City Council Chambers.

L. ADJOURNMENT

Meeting was adjourned at 8:44 p.m.



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STAFF REPORT

MEETING

DATE: Thursday, March 14, 2019

TO: Recreation, Cultural, and Community Services Advisory
Commission

FROM: Liz Tran, Recreation Services Manager

SUBJECT: CAPITAL IMPROVEMENT PROJECT UPDATES

REQUEST

Receive a report by the Parks, Recreation, and Community Services Department (PRCS) regarding PRCS Capital Improvement Project Updates

DISCUSSION

Dogbone Meadow Park Renovations – Dogbone Meadow Dog Park reopened on November 3rd, 2018 after completion of the capital improvement renovation project. Due to weather and wet conditions, the park has been closed intermittently during the past few months to preserve the condition of the sod and to prevent excessive wear and tear of the newly installed turf. During inclement weather, the park is closed temporarily until conditions improve. This maintenance practice mirrors existing inclement weather closure procedures of other City turf fields and wet weather closures at the Marine Humane Society dog park. In the event of park closure, a notice is posted at novato.org/dogpark. Signs are also installed onsite at the park to notify users of the closure and direct them to the park webpage for updates.

Following substantial rain events in December and January, City staff observed areas of the turf that aren't draining as quickly as other areas. This is likely due to a combination of minor settlement of new fill material, changes in drainage around the new concrete pathway, and the existing poorly draining soils in the area. Underdrain systems will be installed in the affected areas as soon as possible. However, the work to be done will require fairly dry conditions before it begins.

Hill Recreation Area – A Special Meeting of the RCCS Advisory Commission was held to provide an update on two milestones reached by the "Hill Central Hub" project. Staff received 65% construction plans providing detail to the previously approved conceptual plans and the City Council adopted the CEQA Environmental Document for the Hill Recreation Area project. The timeline of the project anticipates finalizing construction plans, specifications and estimate in April 2019, advertising for construction bids in May 2019, awarding the construction in July 2019, beginning construction in August 2019, and completing construction in October 2020.

Community Garden – Initial site planning of the community garden to be located on the Lieb property is nearing completion. As the California Environmental Quality Act (CEQA) Lead Agency, the City is responsible for determining the level of review, preparation of the

environmental document, and approval of the document. The City has committed to prepare construction drawings for the proposed garden and to complete improvements such as a driveway entrance, parking area, and water stub for future use. In light of these commitments and CEQA requirements, staff proposed to the Planning Commission that the proposed community garden project be adopted into the Capital Improvement Program (CIP) to memorialize and designate resources such as funding and staff time to the project. At the Planning Commission's regular meeting on February 25th, 2019, the Commission found the community garden project consistent with the City's general plan and adopted the project into the CIP. The next step is for the Planning Commission to report their finding and adoption to the City Council. It is anticipated that the report will go to the City Council on March 26th, 2019.

FISCAL IMPACT

There is no fiscal impact associated with this requested action.

RECOMMENDATION

Receive and file the report by the Parks, Recreation, and Community Services Department (PRCS) regarding PRCS Capital Improvement Project Updates

ATTACHMENTS

None