



San Rafael Community Center – 618 B Street, San Rafael, CA
March 12, 2020 – 6:00 p.m.

CALL TO ORDER

Chair Jeff Jones called the meeting to order at 6:03 p.m.

Pledge of Allegiance

Roll Call

Commissioners Present: Chair Jeff Jones, Mark Machado, Ariel Gutierrez, Kathryn Reisinger and Jeren Seibel

Commissioners Absent: Vice Chair Stacey Laumann, Tom Obletz and Cicily Emerson

Staff Present: Susan Andrade-Wax, Library & Recreation Director, Becky Ordin, Senior Administrative Assistant, Catherine Quffa, Assistant Library & Recreation Director and Barry Miller, Consulting Project Manager, General Plan 2040.

AGENDA AMENDMENTS

None

MINUTES

1. **Approve regular meeting minutes of January 16, 2020**

A motion was made by Commissioner Machado, seconded by Commissioner Gutierrez, to approve the minutes of the January 16, 2020 meeting. **The motion was approved unanimously.**

MEETING OPEN TO THE PUBLIC

2. Introductions/Awards/Recognitions/Presentations

None

3. Public Comment from the audience regarding items not listed on the agenda

None

MATTERS BEFORE THE COMMISSION

4. 2040 General Plan – Parks and Recreation Element

Ms. Andrade-Wax introduced Barry Miller, Consulting Project Manager, General Plan 2040. Mr. Miller presented the information for the 2040 General Plan – Park and Recreation Element.

Commissioner Reisinger asked if the draft land use map included non-incorporated areas of San Rafael. Mr. Miller replied that it does include everything with a San Rafael address.

Ms. Andrade-Wax requested that the Commission consider the recommendation from the 2949 General Plan Steering Committee for the City to pursue the development of a city-wide, comprehensive Parks and Recreation Master Plan.

Commissioner Seibel stated that a good number of the underserved areas being build out, and there was a policy stipulation in the 2020 General Plan that reads, the consideration for parks less than 3 acres in places that are underserved or perhaps don't have the space to accommodate that much. He asked if there was policy stipulation in the new plan and wanted to know if it would be given consideration? Mr. Miller replied that it was included in the General Plan 2040 Update as the need is still a priority to provide parks in those areas.

Commissioner Seibel said this a hot issue on the state level to provide municipal services to disadvantaged and severely disadvantaged communities. He noted two areas in San Rafael that qualify as disadvantaged and severely disadvantaged. He didn't see any language in the policies and asked if it would be targeted in Park and Recreation Element or another part of the General Plan. Mr. Miller replied it is included in another part of the General Plan that focuses on equity and inclusion issues. When the General Plan is completed, it will be crossed reference in the document.

Commissioner Seibel asked Ms. Andrade-Wax if the City had funding to acquire/maintain a standard of 4.5 acres of active parkland per 1,000 residents? Ms. Andrade-Wax replied that the City can only access parkland dedication fees based on the acreage requirement that is adopted in the City's General Plan. If the City desires to have more developed parkland, then she would recommend that the City adopt the national standard which is 5 acres per 1,000 residents.

Commissioner Jones asked if the bike and walking trails would be part of the Parks and Recreation Master Plan. Ms. Andrade-Wax replied that it is often included in a City's Bike and Pedestrian Master Plan or Trails Master Plan.

Commissioner Seibel asked if there was a parallel policy that provide the Department of Public Works with guidance on park maintenance standards. Mr. Miller replied this would be included in the infrastructure element.

A motion was made by Commissioner Seibel to accept the informational report, seconded by Commissioner Reisinger. **The motion was approved unanimously.**

Commission Reports and Comments

5. Other brief reports on any meetings, conferences, and/or seminars attended by the Commission members.

Commissioner Gutierrez attended the Pickleweed Advisory Board. There were two new members. They discussed fee waivers, which were all approved that included the summer camp, which is run by the Catholic Charities group, Art Bridge and their Visually Impaired group.

Commissioner Reisinger asked if the Commission would like to represent the summer kickoff event at the Terra Linda Community Center on June 19th, and at the Movies in the Park events. Commissioner Jones agreed it was a good idea.

Staff Comments

6. Schedule of Upcoming Meetings and Events of Interest

Ms. Andrade-Wax gave an update on the on the COVID-19 virus. The situation is changing rapidly, and the City is responding accordingly. For more information, she referred the Commission to both the City of San Rafael's and Marin Health & Human Services websites,

Adjournment

The meeting was adjourned 7:41pm.

BECKY ORDIN, Senior Administrative Assistant

APPROVED THIS ____ DAY OF _____, 2020

SUSAN ANDRADE-WAX, Library & Recreation Director