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Telephone: (669) 900-9128
Meeting ID: 883 4004 9460#

CALL TO ORDER

Chair Emerson called the meeting to order at 6:01 p.m.

ROLL CALL

Present: Commissioner Cabrales
Chair Emerson
Commissioner Gutierrez
Commissioner Laumann
Commissioner Machado
Commissioner Sandoval

Absent: Commissioner Reisinger

Also Present: Susan Andrade-Wax, Library & Recreation Director
Catherine Quffa, Assistant Library & Recreation Director
Becky Ordin, Senior Administrative Assistant
Steve Mason, Senior Recreation Supervisor
Damian Sandholm, Recreation Supervisor

AGENDA AMENDMENTS

None.

MINUTES

1. Approve regular meeting minutes of February 17, 2022

Commissioner Machado moved, and Commissioner Gutierrez seconded, to approve the meetings minutes of February 17, 2022.

AYES: Commissioners: Cabrales, Emerson, Gutierrez, Laumann, Machado,
Sandoval
NOES: Commissioners: None
ABSENT: Commissioners: Reisinger
ABSTAINED: Commissioners: None

Minutes approved as submitted.

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

If necessary, to assure completion of the following items, the Chairperson may establish time limits for the presentations by individual speakers.

4. Discuss Sun Valley Park Prohibited Activities

Susan Andrade-Wax, Library & Recreation Director presented the Sun Valley Park Prohibited Activities report.

Staff responded to questions from the Commission.

Public Comments regarding the Sun Valley Prohibited Activities.

- David addressed the Commission

The Commission discussed their motions and actions of the item.

Commissioner Machado moved, and Commissioner Sandoval seconded to remove the gazebo at the Sun Valley Park.

AYES: Commissioners: Gutierrez, Machado, Sandoval
NOES: Commissioners: Cabrales, Emerson, Laumann
ABSENT: Commissioners: Reisinger
ABSTAINED: Commissioners: None

Motion does not pass.

The Commission discussed their motions and actions of the item.

Commissioner Cabrales moved, and Commissioner Emerson seconded to wait for the recommendation from the Parks & Recreation Master Plan and revisit the topic.

AYES: Commissioners: Cabrales, Emerson, Laumann
NOES: Commissioners: Gutierrez, Machado, Sandoval
ABSENT: Commissioners: Reisinger
ABSTAINED: Commissioners: None

Motion does not pass.

The Commission discussed their motions and actions of the item.

Commissioner Laumann moved, and Commissioner Cabrales seconded to ask staff to solicit feedback from the neighborhood in an in-person forum and bring it back to the Commission for a decision.

AYES: Commissioners: Cabrales, Emerson, Gutierrez, Laumann, Machado, Sandoval
NOES: Commissioners: None
ABSENT: Commissioners: Reisinger
ABSTAINED: Commissioners: None

Motion passes.

5. Marin Bocce Federation Annual Report

Susan Andrade-Wax, Library & Recreation Director, introduced Steve Mason, Senior Recreation Supervisor, who introduced Damian Sandholm, Recreation Supervisor, who introduced the Marin Bocce Federation Jessica Libien, General Manager, and Brian Johnson, Board President, who delivered their report.

Staff responded to questions from the Commission.

Public Comments: None

Commissioner Laumann moved, and Commissioner Machado seconded to accept the Marin Bocce Federation Annual Report.

AYES: Commissioners: Cabrales, Emerson, Gutierrez, Laumann, Machado, Sandoval
NOES: Commissioners:
ABSENT: Commissioners: Reisinger
ABSTAINED: Commissioners: None

Motion passes.

COMMISSION REPORTS AND COMMENTS

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

Commissioner Gutierrez shared that San Rafael Little League started last week and gave the Parks team a shout out for how good Albert Field looked.

Commissioner Emerson asked that staff to look into mixed-use agreements at the schools. The school campuses have been closed after school since the beginning of COVID. Commissioner Gutierrez commented that the Principal of Sun Valley let her know that the school district has been fencing and closing the schools for liability reasons.

Ms. Andrade-Wax said they will reach out to the San Rafael City Schools. There is a representative on the Parks & Recreation Master Plan Steering Committee who oversees their facilities and might have information regarding the schools being closed after school hours.

Commissioner Cabrales reported that the Steering Committee for the Parks & Recreation Master Plan had their first meeting. The survey will be coming out soon to the public. She asked the Commission to spread the word to friends, family, and social media. March 30th will be the first community meeting at 6pm at the San Rafael Community Center.

Ms. Quffa added there will be a second meeting April 2nd at the Albert Boro Community Center. It will be presented in Spanish, and they are working with the Canal Alliance to build strong relationships and help get people out and feel comfortable participating. Two more follow up meetings will be held. One at the Terra Linda Community Center on June 2nd and the final community meeting will be virtual.

Ms. Andrade-Wax noted there are two types of methods that are being used to gather the public's feedback: a random statically valid survey that has already been completed and a questionnaire that has everyone can take.

Ms. Quffa noted the questionnaire will be available from March 30 to May 20 and hope to get a lot of feedback. The focus is reaching out to the community to get the word out. Staff will be at the Heads-Up Carnival, the Sunday Farmers Market and Dining Under the Lights. Staff has been working on the Parks and Recreation Master Plan webpage and information regarding the Master Plan process and how to participate will be posted.

Commissioner Sandoval added that he was impressed with the diversity of the Steering Committee Members.

Commissioner Emerson asked that we put the status update on the Parks & Recreation Master Plan. Ms. Andrade-Wax answered that it is in the work plan, and that it will part of the agenda each month.

Public Comment: None

STAFF COMMENTS

7. Schedule of Upcoming Meetings and Events of Interest

Ms. Andrade-Wax gave an update on the library planning process. They received the initial feedback from the survey that was conducted to find out how much community support there is for a tax measure to provide funding for the City's infrastructure needs (potholes, storm drainage, parks and public facilities/libraries). The community feedback showed support for fixing and repairing existing amenities and facilities rather than construct new amenities/facilities.

Next steps include engaging consultants to assist with communication and marketing efforts to inform the community as to what the measure would do in detail. Then, another survey would be done to see if the communication efforts were effective in gathering more community support for the potential tax measure.

Ms. Quffa reported that the heater at the Terra Linda Pool has been repaired and the pool is now open. The Terra Linda Ceramic Artists are showing their art at Falkirk and it will run March 11th through April 15th. Camp registration opened on March 1st. As mentioned before staff will be attending the San Rafael City School's Heads-Up event, and in addition to promoting the Parks & Recreation Master Plan questionnaire they will also be promoting our programs. The scholarship program has been promoted more, however the numbers of applicants are still low.

Ms. Andrade-Wax announced the recruitment for the Assistant Director has concluded and we are moving forward in the process. We are hoping the candidate will start in May. She also announced that her last day will be May 13th.

Commissioner Emerson asked when can we anticipate an in-person option for the meeting? Ms. Andrade- Wax answered that Council will be meeting April 18th in person. Most likely the other boards and commissions will be meeting in-person shortly thereafter.

Public Comment: None

ADJOURNMENT

Chair Emerson adjourned the meeting at 7:39 p.m.

BECKY ORDIN, Senior Administrative Assistant

APPROVED THIS ____ DAY OF _____, 2022

SUSAN ANDRADE-WAX, Library & Recreation Director