



**Watch on Zoom:**  
<https://tinyurl.com/PRC-05-19-2022>

**Telephone: (669) 900-9128**  
**Meeting ID: 841 0672 5048**

**CALL TO ORDER**

Chair Emerson called the meeting to order at 6:02 p.m.

**ROLL CALL**

**Present:** Commissioner Cabrales  
Chair Emerson  
Commissioner Laumann  
Commissioner Machado (arrived at 6:06)  
Commissioner Sandoval (left at 6:24)

**Absent:** Commissioner Gutierrez  
Commissioner Reisinger

**Also Present:** Catherine Quffa, Library & Recreation Director  
Becky Ordin, Senior Administrative Assistant  
Debbie Younkin, Senior Recreation Supervisor  
Darcie Chellew, Program Coordinator

**AGENDA AMENDMENTS**

None.

**MINUTES**

**1. Approve regular meeting minutes of April 21, 2022**

Commissioner Laumann moved, and Commissioner Sandoval seconded, to approve the meetings minutes of April 21, 2022.

**AYES:** Commissioners: Cabrales, Emerson, Laumann, Sandoval  
**NOES:** Commissioners: None

ABSENT: Commissioners: Gutierrez, Machado, Reisinger  
ABSTAINED: Commissioners: None

*Minutes approved as submitted.*

## **MEETING OPEN TO THE PUBLIC**

### **2. Introductions/Awards/Recognitions/Presentations**

Catherine Quffa announced that Commissioner Laumann's term was up in May, however she has been asked to stay on for a few more months while the City Clerk makes some adjustments to the Commission bylaws.

Chair Emerson reminded the Commission that Commissioner Reisinger's term was up and she did resign at the last meeting. She on behalf of the Park & Recreation Commission thanked her for her service.

### **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. Falkirk Cultural Center Annual Report**

Catherine Quffa introduced Debbie Younkin, Senior Recreation Supervisor. Ms. Younkin introduced Darcie Chellew who presented the Falkirk Cultural Center Annual Report. Ms. Chellew introduced Peter Norton, Marin Master Gardener, who presented information about the Marin Master Gardeners and the garden at Falkirk.

Public Comment: None

Commissioner Laumann moved, and Commissioner Machado seconded, to approve the Falkirk Cultural Center Annual Report.

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

*Motion passes.*

## **COMMISSION REPORTS AND COMMENTS**

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

None

Public Comment: None

**STAFF COMMENTS**

**6. Schedule of Upcoming Meetings and Events of Interest**

Ms. Quffa gave an update on the Parks & Recreation Master Plan. The consultant will be doing a presentation at the June Commission meeting. Ms. Quffa asked the Commission if they would like to do a hybrid meeting for the June meeting. Chair Emerson and Commissioners Machado and Sandoval replied that they would like to meet in person. Commissioner Cabrales was unsure if she would be attending the June meeting. Ms. Quffa said she would check with the Commissioners that were not at the meeting.

Ms. Quffa let the Commission know that at the next meeting they will be asked to nominate a liaison to the Public Art Review Board. The group will meet quarterly, and the term will be a two-year appointment. The purview is to review applications for public art on public property.

Ms. Quffa shared that the City of San Rafael is looking for opportunities to finance their infrastructure needs. One of the options is placing a measure on the November 2022 ballot to increase the property transfer tax by 1%. If the measure is approved the City is proposing a nine-year term. It is estimated that it would provide an additional \$8 million annually to support repairs.

Commissioner Machado commented that he is a Realtor and traditionally this transfer tax is paid by the seller and is not negotiable. It is a lot of money for the sellers and he is not supportive of this type of tax.

Chair Emerson asked about the Farmers Market and if it would be coming back. Ms. Quffa replied that the Farmers Market was organized through our Economic Development Department and financially it wasn't working out for the City. Ms. Quffa said she would follow up with the Economic Dept Director to see if there are any updates.

Ms. Quffa reached out to the San Rafael City School District in regard to closing campuses for community use. She reported back that there are no immediate plans to fence in campuses, and there are no plans to prevent community usages.

Other updates from Ms. Quffa included the dining under the lights program will be continuing. The Hamilton pool is opening Memorial weekend. Pool hours will be

increasing for both the Terra Linda and Hamilton pools once the college staff returns. The Pickleweed field opened a month early. Commissioner Machado asked for an update on the artificial turf. Ms. Quffa said we should have an update on the grant they submitted in June.

Public Comment: None

**ADJOURNMENT**

Chair Emerson adjourned the meeting at 6:54 p.m.

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BECKY ORDIN, Senior Administrative Assistant

APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2022

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CATHERINE QUFFA, Library & Recreation Director