

SAN RAFAEL CITYWIDE PARKS AND RECREATION MASTER PLAN

STEERING COMMITTEE, MEETING #2 – Meeting Minutes

May 25, 2022
(6:00pm-8:00pm)

Meeting

Purpose	Steering Committee Meeting #2
Location	Zoom

Attendance

Name	Organization	Member/Alternate
Catherine Quffa	City of San Rafael	NA
April Miller	City of San Rafael	NA
Lauren Ivey-Thomas	RHAA	NA
Kela Cabrales	San Rafael Park & Recreation Commission	Member
Robert Sandoval	San Rafael Park & Recreation Commission	Alternate
Tim Park	San Rafael ADA Access Advisory Committee	Member
Ashley Tomerlin	San Rafael ADA Access Advisory Committee	Alternate
Kate Powers	San Rafael Bicycle & Pedestrian Advisory Committee	Member
Susie Pollak	Age-Friendly Community Partnership	Member
Andrei Pasternak	Orcas Swim Team	Member
Matt Foley	Orcas Swim Team	Alternate
Meg Reilly	Marin Society of Artists	Member
Rich Storek	Canal Arts	Alternate
Paul Jensen	Marin Conservation League	Member
Dan Zaich	San Rafael City School	Member
Ian McLorg	Marin County Parks	Member
Joe McCallum	Chamber of Commerce	Member

I. INVENTORY AND ASSESSMENT

a. Document Review

- i. *General Plan 2040*
- ii. *Bicycle and Pedestrian Master Plan 2018*
- iii. *Parking and Wayfinding Study 2019*
- iv. *Downtown Precise Plan 2021*
- v. Additional planning documents/reports relevant to City parks and recreation

b. Parks Inventory

- i. Parks/Open Space – According to *General Plan 2040*
 - 1. 12 neighborhood parks, 6 pocket parks, 3 community parks, 3 special-use parks, 2 community gardens, 1 open space
- ii. Conditions
 - 1. Many parks constructed in mid-20th century (60-70yrs old), 3 parks originally built in the 19th century (close to 100yrs old), strategic park development and enhancement/renovation from the 1990s to present
 - 2. Initial needs include: updated playground amenities per code and accessibility, renovated sport courts, improved signage, infrastructure repairs and replacement

c. Facilities Inventory

- i. Recreation facilities
 - 1. Albert J. Boro Community Center, Falkirk Cultural Center, San Rafael Community Center, Terra Linda Community Center
- ii. Conditions



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1. Large range in age, construction type, and recreation provided, strategic and continuous enhancement and renovation
 2. Initial needs include: water intrusion, aging mechanical equipment, outdated electrical distribution, door and window replacement, moveable partition repairs painting and finishes, exterior wood deck replacements
- d. Certified Access Specialist (CASP) Assessment**
- i. Initial accessibility report is in progress for City parks and open space
- e. Recreation Assessment**
- i. Initial Findings:
 - a. Aging facilities with limited space, parking, sport fields, and joint-use agreements
 - b. Limited program growth and long- range program planning
 - c. Deferred maintenance impacts program opportunities - sport fields, sport courts, etc.
 - d. Limited asset management planning to track lifecycle costs
 - e. Limited staffing and funding

II. COMMUNITY OUTREACH

a. Survey Results Overview

- i. Statistically Valid Survey – 3/7/22-3/10/22, 575 responses
- ii. Parks and Recreation Questionnaire – 3/30/22-5/31/22, 1,100 responses
- iii. Emerging Themes from surveys
 1. Overall, the community is satisfied with the City’s existing supply of, and access to, parks and recreation facilities and programs, however many community members are unaware of the City’s programmatic offerings.
 2. There is a strong desire to update and improve the City’s existing park amenities, particularly in modernizing playgrounds and recreation amenities such as benches, picnic tables, etc. as well as repairing failing infrastructure.
 3. There is a strong desire for improved maintenance and cleanliness of the City’s parks.
 4. The community is interested in pedestrian access throughout the City’s recreation network – walking is a priority.
 5. The community is interested in supporting self-directed recreation activities.

b. Community Meeting #1 – held 4 times with similar format

- i. San Rafael Community Center
 1. 3/30 6pm
 2. About 35 attendees
 3. Presentation, questions, breakout exercise
- ii. Terra Linda Community Center
 1. 4/28 6pm
 2. 3 attendees
 3. Presentation, questions and discussion
- iii. Virtual
 1. About 8-10 attendees
 2. Presentation, questions and discussion
- iv. Albert J. Boro Community Center
 1. 5/11 6pm
 2. 50-60 attendees
 3. Station-oriented activities

III. QUESTIONS & DISCUSSION

- a. Committee members shared the following:

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- i. Discussion around whether additional City-owned, open space properties should be included in this Master Plan
 1. Properties will be identified with collaboration from Paul Jensen, former San Rafael Community Development Director
- ii. Accessibility of recreation programs should be assessed in the Master Plan
- iii. Repair of infrastructure should be in alignment with green initiatives of *General Plan 2040*
- iv. Distribution of parks should be considered in needs assessment to provide parks and recreation services in higher need areas
- v. The Master Plan should emphasize the City's parks as a connected network in San Rafael
- vi. The Master Plan should cross-reference previous City planning initiatives to be in alignment with previous City planning
- vii. The Master Plan should be brought to the San Rafael ADA Access Advisory Committee
- viii. The Master Plan should consider new development and how it will impact the parks and recreation network
- ix. The Master Plan should be flexible so that it is responsive to the evolving San Rafael community
- x. The Master Plan should be realistic in its recommendations and implementation, but should consider 'big ticket' items as well
- xi. The Master Plan should have equitable community involvement, particularly in the Canal community

IV. NEXT STEPS

- a. Steering Committee members will be provided:
 - i. Inventory Report
 - ii. Document Review Report
 - iii. Summary of Statistically Valid Survey and Parks and Recreation Questionnaire results
 - iv. Summary of Community Outreach – community meetings, stakeholder meetings
- b. Needs Assessment and Gap Analysis

