



**Watch on Zoom:**  
<https://tinyurl.com/PRC-02-16-2023>  
**Telephone: (669) 900-9128**  
**Meeting ID: 841 0672 5048**

**CALL TO ORDER**

Vice Chair Sandoval called the meeting to order at 6:00 p.m.

**ROLL CALL**

**Present:** Commissioner Cabrales  
Commissioner Emerson  
Commissioner Machado  
Commissioner Sandoval

**Absent:** Chair Gutierrez

**Also Present:** Craig Veramay, Assistant Library & Recreation Director  
Becky Ordin, Senior Administrative Assistant  
Steve Mason, Senior Recreation Supervisor  
Darcie Chellew, Recreation Supervisor

**AGENDA AMENDMENTS**

None.

**MINUTES**

**1. Approve regular meeting minutes of January 19, 2023**

Commissioner Machado moved, and Commissioner Sandoval seconded, to approve the meetings minutes of January 19, 2023.

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

*Minutes approved as submitted.*

**MEETING OPEN TO THE PUBLIC**

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

None

**3. Introductions/Awards/Recognitions/Presentations**

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. San Rafael Community Center and Albert Field Annual Report**

Craig Veramay introduced Steve Mason, Senior Recreation Supervisor and Darcie Chellew, Recreation Supervisor. Ms. Chellew presented the San Rafael Community Center and Albert Field Annual Report.

Staff responded to questions from the Commission.

Public Comment: None

Commissioner Machado moved, and Commissioner Cabrales seconded to accept the San Rafael Community Center and Albert Field Annual Report.

AYES: Commissioners: Cabrales, Emerson, Machado, Sandoval  
NOES: Commissioners: None  
ABSENT: Commissioners: Gutierrez  
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.**

Commissioner Machado attended the Pickleweed Advisory Committee meeting. The Marin YMCA presented a request for a fee reduction for Summer Camp. There was a fundraiser for the 10 families that were displaced by the fire at 400 Canal Street. Over the holiday the community center was deep cleaned by their custodian and a few

community service workers. There were a lot of leaks in the building due to the heavy rains as well. There was an Intro to Pickleball class, a dance class, open gym and a new ballet class that started in January.

Public Comment: None

## **STAFF COMMENTS**

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

Mr. Veramay noted on Tuesday, February 21<sup>st</sup> the City Council will receive an update on the Parks and Recreation Master Plan. The hope is to have a final Parks and Recreation Master Plan by the end of March or early April.

A few calendar events were mentioned. The Falkirk 2023 Winter exhibition is still going on through February 24<sup>th</sup>. On February 19<sup>th</sup> the Age Friendly San Rafael organization is having a celebration for ages 85 and older. March 10<sup>th</sup> is the 2<sup>nd</sup> Friday Art Walk.

Staff is continuing to work on the Pickleweed Park enhancement project. They are in the planning and design phases.

The Sun Valley park playground replacement project is ongoing. Once there is an official date for a grand re-opening ribbon cutting ceremony the Commission will be notified.

The Terra Linda Pool is planning to open for lap swim on February 21<sup>st</sup>. Last Fall and Winter we had a pilot program to extend the seasonal hours for the Fall. It will be continued for the Spring.

The Spring 2023 Activities guide arrived in San Rafael residents' mailboxes during the last week of January and we're excited that people are already registering for classes that will begin in March. We've also opened up Summer Camps registration as people are ready to schedule summer activities for kids.

Staff attended the CPRS banquet where Carol Jacobs-Courtz was acknowledged as well as Tiffany Haley was elected to Director at large.

On February 2, a team of California Parks and Recreation Society (CPRS) District 1 volunteers from neighboring Cities assisted the City of San Rafael at a community service day at Albert Field! More than 15 volunteers helped clear the dugouts, paint the baseball and softball dugouts, and help prepare the baseball stadium for the upcoming season.

There was some water damage to the Pickleweed Preschool. The scope was significant, and the entire building will need to be demolished. The Public Works team started to clear out the vegetation and prepped the building for demolishing, and the recreation staff went in and cleared out the inside of the building. Demo will take place next week and there will be a temporary portable module in place to get staff through the remainder of the school year.

Public Comment: None

**ADJOURNMENT**

Vice Chair Sandoval adjourned the meeting at 6:35 p.m.

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BECKY ORDIN, Senior Administrative Assistant

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023

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CATHERINE QUFFA, Library & Recreation Director