



# City of Saratoga Parks and Recreation Commission

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## ***ACTION MINUTES***

**DATE:** Tuesday, March 11, 2008  
**TIME:** 6:30 p.m. – 8:30 p.m.  
**LOCATION:** North Campus Conference Room  
19848 Prospect Road  
Saratoga, CA 95070

**Call to Order** 6:30 p.m.

**Roll Call:** Commissioners Vita Bruno, Katherine Forte, Denise Goldberg, Thomas Soukup, Lerry Wilson

**Absent:** None

**Staff:** City Manager Dave Anderson, Public Works Director John Cherbone, Recreation Director Michael Taylor, Administrative Analyst Crystal Morrow

**Report on Posting of the Agenda:** Pursuant to Government Code Section 54954.2, this meeting was properly posted on March 6, 2008.

**Oral & Written Communication:**

Any member of the public may address the Commission about any matter not on the agenda for this meeting for up three minutes. *Commissioners may not comment on the matter, but may choose to place the topic on a future agenda.*

~ No oral or written communications ~

**Old Business:**

~ No old business ~

**New Business:**

~ No new business ~

**Reports:** *(This section is informational only; no actions will be taken.)*

- 1. Denise Goldberg, Pedestrian, Equestrian, and Bicycle Trails Advisory Committee**
  - Pedestrian, Equestrian, and Bicycle Trails Advisory Committee (PEBTAC) is working on restoring the Parker Ranch trail and has been coordinating volunteer work in the area on 1<sup>st</sup> and 3<sup>rd</sup> Saturdays.
  - PEBTAC formerly part of PRC, but since suspension of PRC the PEBTAC has been working with Public Works to monitor trails—including bike riding, horse riding, and hiking trails.

- PEBTAC has 3 members now and an opening for 1 more Commissioner from the PRC.

## **2. Dave Anderson, City Manager**

- Commissioners were asked to introduce themselves and interests in PRC.

## **3. John Cherbone, Director of Public Works**

- Review of Public Works Department: Public Works responsible for keeping parks maintained. Commissioners can report maintenance problems to Public Works. Public Works is the largest department in the City. All of the small park playgrounds have been redone and most major park projects are either in the works or complete.

## **4. Michael Taylor, Director of Recreation & Facilities**

- Spring Activity Guide announced.
- Draft of Strategic Plan and Mission of the Recreation Department was shared with Commissioners.
- Recreation strives to be proactive in program development by providing recreational opportunities that reflect population and changing trends, including cultural changes and shift in age of population.

## **5. Crystal Morrow, Staff Liaison**

- Review of Commission obligations: review of Brown Act, City requirements, and Robert's Rules of Order.
- Review of upcoming PRC work items:
  - o selection of Chair/Vice Chair at next meeting.
  - o PRC informed that new policy for facility naming requires some commissions to review applications and make recommendations to the City Council. The PRC can expect naming applications for recreation facilities and parks.
  - o PRC has been asked to lead public process to rename the North Campus
- Reminder: PRC Workshop on April 12<sup>th</sup> at Hakone Gardens from 9:00 a.m. – 1:00 p.m.

### **Agenda Items for Next Meeting—Tuesday, May 13, 2008**

- Preparation for Joint Meeting with City Council
- Preparation of Work Plan
- Selection of Chair and Vice Chair

### **Adjournment**

8:30 p.m.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at 408.868.1269 or [ctclerk@saratoga.ca.us](mailto:ctclerk@saratoga.ca.us) Requests must be made as early as possible and at least one full business day before the start of the meeting.

Certificate of Posting of Agenda:

I, Crystal Morrow, Administrative Analyst II for the City of Saratoga, declare that the foregoing agenda for the meeting of the Parks and Recreation Commission of the City of Saratoga was posted on March 6, 2008 at the

office of the City of Saratoga, 13777 Fruitvale Ave., Saratoga, CA 95070 and was available for public review at that location. The agenda is also available on the City's website at [www.saratoga.ca.us](http://www.saratoga.ca.us).