



City of Saratoga Parks and Recreation Commission

ACTION MINUTES

DATE: Tuesday, July 8, 2008

TIME: 6:30 p.m. – 8:30 p.m.

LOCATION: Saratoga City Hall
Planning Conference Room
13777 Fruitvale Avenue
Saratoga, CA 95070

Call to Order—call to order 6:35pm

Roll Call: Chair Thomas Soukup, Vice Chair Vita Bruno, Commissioner Katherine Forte

Absent: Commissioners Denise Goldberg, Lerry Wilson

Staff: Public Works Director John Cherbone, Recreation & Facilities 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 July 1, 2008.

Accept Agenda Items: No additional items may be added pursuant to Government Code Section 54954.2.

- BRUNO: MOVED TO ACCEPT
- FORTE: SECOND
- APPROVED: 3-0

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

Approval of Draft Minutes: Draft Parks and Recreation Commission Minutes for May 13, 2008.

- FORTE: MOVED TO APPROVE PARKS AND RECREATION COMMISSION MINUTES FOR MAY 13, 2008
- BRUNO: SECOND
- APPROVED: 3-0

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

1. John Cherbone, Director of Public Works

- Cherbone said that there were no additional items to report.
- Forte asked about a tree that was hit by a car near Wildwood Park.
- Cherbone answered that the tree had been hit by a car speeding out of a nearby parking lot.

2. Michael Taylor, Director of Recreation & Facilities

- Taylor reported that the new recreation coordinator started last Monday and has been here 1 week. The Recreation Department is almost fully staffed.
- Summer camps started last month and are ongoing.

3. Denise Goldberg, Pedestrian, Equestrian, and Bicycle Trails Advisory Committee

- No reports

4. Crystal Morrow, Staff Liaison

- Morrow thanked Chair Soukup for accepting the Parks and Recreation Month proclamation during the July 2, 2008 Council Meeting.
- Morrow added that the Heritage Orchard Trail opening is planned for the end of August and asked Commissioners to save the date for the Commissioner Appreciation Dinner on September 23, 2008. Morrow said she would provide more information on both events when details are finalized.

Old Business:

5. FY 2008/09 Park & Trail Capital Improvement Plan

Issue: Council has directed the Parks and Recreation Commission to provide a recommendation on the prioritization of FY 2008/09 park and trail capital improvement projects. Projects have been added since the last Parks and Recreation Commission meeting.

Action: Parks and Recreation Commission will prioritize the list of FY 2008/09 park and trail projects and share recommendation with the City Council.

- Cherbone reported on item and reviewed projects.
- Member of the public Kathleen Casey commented that she disliked the water fountain and stage at Wildwood Park. She asked if the Wildwood Park Pedestrian Bridge Rehabilitation project on the CIP list was a staff or Council initiated project.
- Cherbone explained that the project was initiated by staff, as the bridge requires maintenance work
- Members of the PRC ranked projects and staff calculated project rankings.

RECOMMENDED PRIORITIZATION:

- 1) Park Restroom Improvement Work
- 2) Lower Tank Trail (Parker Ranch) Repair Project
- 3) Petanque Court at Azule Park
- 4) De Anza Trail Phase II
- 5) Wildwood Park Pedestrian Bridge Rehabilitation
- 6) Village Creek Trail
- 7) Calabazas Creek Trail

- 8) Odd Fellows Trail Development
- 9) Heritage Orchard Monument Sign
- BRUNO: MOVED TO RECOMMEND THE PRIORITIZED LIST BASED ON COMMISSIONER RANKINGS
- FORTE: SECOND
- APPROVED: 3-0

New Business:

6. Ravenwood Park Playground Equipment

Issue: The playground equipment at Ravenwood Park is scheduled to be replaced in the next year; the Parks and Recreation Commission has requested a review of the various designs and public comment on the design options.

Action: Parks and Recreation Commission will review playground equipment designs and make a recommendation to staff on design selection.

- Staff presented the different design options, which were:
 - 1) Miracle Recreation Equipment Company
 - i. Design 1
 - ii. Design 2
 - 2) Playworld
 - i. Design 1
 - ii. Design 2
 - iii. Design 3
 - 3) Ross Recreation Equipment
 - i. Design 1
 - ii. Design 2
 - 4) Recreation Wonderscapes
- Member of the Public Anthony Bortolo commented that he liked the Ross Recreation Equipment Design 2, as it is similar to the current equipment and allows easy rotation through the play area. Bortolo said the sand area is a key element of the park and indicated that the public appears to really enjoy the current equipment.
- Cherbone added that all plans will include a sand box and work is expected to take place in the winter when use of the park is limited by weather.
- BRUNO: MOVED TO RECOMMEND ROSS RECREATION EQUIPMENT DESIGN 2 WITH MONKEY BARS AND MIRACLE DESIGN 2 WITHOUT SHADE PANEL AND TO BRING FINAL DESIGNS BACK TO PARKS AND RECREATION COMMISSION FOR FINAL RECOMMENDATION
- FORTE: AMMEND MOTION TO INCLUDE PRICE FOR FINAL DESIGNS WHEN THE ITEM COMES BACK TO THE COMMISSION
- APPROVED: 3-0

7. Report on Recreation Strategic Plan

Issue: During the May 2008 Parks and Recreation Commission meeting, the group requested more information regarding the Recreation Strategic Plan.

Action: No action necessary.

- Taylor reported on Recreation Strategic plan.
- No action taken.

8. Report on Quito Park Picnic Area

Issue: During the May 2008 Parks and Recreation Commission meeting, the group requested more information regarding planned improvements to the Quito Park Picnic Area.

Action: No action necessary.

- Staff reported on the project.
- Soukup asked staff to give regular updates on progress at future meetings.
- No formal action taken.

9. North Campus Naming Process

Issue: The Council has directed the Parks and Recreation Commission to lead a public process to name the North Campus.

Action: Parks and Recreation Commission to begin planning the public process to name the North Campus.

- Staff reported on item, explaining Council direction and the City's policy on naming City-owned facilities and lands.
- Member of the public Kathleen Casey commented on the naming of the Joan Pisani Community Center and said she did not like naming buildings after one person.
- Soukup suggested the process begin with educating the public about the North Campus, hold an open house at the North Campus when work at Fellowship Hall is complete, seek naming suggestions (possibly in conjunction with the opening event of Fellowship Hall), review all recommended names at a Parks and Recreation Commission meeting and select the top five, then at the following PRC meeting select a final name to recommend to the Council
- FORTE: MOVED TO ADD DISCUSSION OF THIS ITEM TO THE SEPTEMBER AGENDA TO FINALIZE SOUKUP'S SUGGESTED PROCESS, CREATE A TIMEINE FOR THE PROCESS, AND ASSIGN ACTION ITEMS
- BRUNO: SECOND
- APPROVED: 3-0

Agenda Items for Next Meeting—Tuesday, September 9, 2008

- Review 2005 Recreation Survey
- Discuss Community Gardens & Opportunities for New Gardens
- Final Ravenwood Playground Equipment Designs
- North Campus Naming Process
- Begin Discussion on Saratoga Parks Preservation and Field Use Initiative
- Discussion on Encouraging Musical Performances in Parks

Adjournment

- FORTE: MOVED TO ADJOURN MEETING
- BRUNO: SECOND

- APPROVED: 3-0
- Meeting adjourned at 8:55 p.m.

Minutes submitted by:

Crystal Morrow, Administrative Analyst II
City Manager's Office, City of Saratoga