



City of Saratoga Parks and Recreation Commission

MINUTES

DATE: Tuesday, November 9, 2010

TIME: 6:30 p.m. – 8:30 p.m.

LOCATION: Saratoga City Hall
Warner Hutton House
13777 Fruitvale Avenue
Saratoga, CA 95070

Call to Order – 6:34 p.m.

Roll Call

Present: Bruno, Johnson, Soukup, Wilson

Late: Goldberg

Staff: Henig, Taylor, Morrow

Guests: Kia Fariba, Aditya Dev

Report on Posting of the Agenda: Pursuant to Government Code Section 54954.2, this meeting was properly posted on November 2, 2010.

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

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 communications from the public

Approval of Draft Minutes: Draft Parks and Recreation Commission (PRC) Minutes for the September 14, 2010 meeting.

- Johnson requested an amendment to Item 5 in the minutes to note that the Commission requested status updates at every PRC meeting from Public Works on tree planting recommendations.
- BRUNO: MOVED TO APPROVE MINUTES FOR THE SEPTEMBER 14, 2010 WITH THE CHANGE SUGGESTED BY JOHNSON.
- SOUKUP: SECOND
- APPROVED: 4-0-1 WITH GOLDBERG ABSENT

Old Business:

1. Youth Commission Collaboration Opportunities

Issue: Over the past year, the PRC has met several times to discuss and coordinate collaborative projects with the Youth Commission. Earlier this year, the two groups worked together to plan an activity for Arbor Day.

Action: Discuss and plan opportunities for collaboration between the Youth Commission and PRC.

- Youth Commissioners Kia Fariba and Aditya Dev proposed continuing the partnership between the PRC and Youth Commission by working together on Arbor Day and Wildwood Cinema Movie Night.
- The PRC agreed to partner with the Youth Commission on Arbor Day activities.
 - o The two groups discussed Arbor Day ideas, including a series of small events culminating in a City Arbor Day ceremony. The two groups discussed the possibility of partnering with Saratoga schools.
 - o A subcommittee, including Commissioners Bruno and Wilson, will meet with the Youth Commission in December to develop plans for Arbor Day and present event developments at the January PRC meeting.
- The PRC indicated that Wildwood Cinema Movie Night would be coordinated by another organization in future years. The PRC suggested that the Youth Commission offer to support the future event organizers.
- The PRC also asked the Youth Commission representatives if they would be interested in working with the PRC on the nesting box project. Fariba and Dev agreed to discuss the idea with the rest of the Commission.

2. Distribution of Saratoga Park Advertorials

Issue: Commissioner Wilson has been working with Saratoga High School Media Arts Program students to produce advertorials of Saratoga Parks. The short videos are intended to inform residents about City parks and their amenities. At the September meeting, the Commission watched one of the advertorials and engaged in discussion on distribution of the videos.

Action: Develop a distribution plan for the advertorials.

- Wilson reported that the videos are up on the Saratoga Recreation & Facilities Facebook page and shared that he hopes the videos can be created on an annual basis, so that videos of all the parks and other recreational areas can be produced.
- The Commission agreed to try to have videos produced annually, decided to send the videos to KSAR to air 1 video per week, and asked to have the videos added to the PRC webpage.

3. Nesting Box Project

Issue: At the July 28, 2010 meeting, the Parks and Recreation Commission met with a representative of the Audubon Society to identify nesting box locations in the Saratoga Heights Open Space and San Marcos Open Space. The group agreed to place a total of 11 boxes (including 1 owl box) in the Saratoga Heights Open Space and 5 boxes in the San Marcos Open Space. Since then, the Nesting Box subcommittee has been considering alternative locations.

Action: Continue developing a plan for the project, including volunteer recruitment and placement of the nesting boxes at approved locations.

- Johnson shared his interest in including the Youth Commission in the nesting box project. He indicated that he will be working with the Audubon Society to identify alternative nesting box locations to the Saratoga Heights Open Space, now that it is clear that permission from the Homeowners Association is required to install and monitor nesting boxes. The site may be considered in the future, once the project is more established. Johnson noted he would be speaking with the Audubon Society to finalize project timelines and outreach plans.

4. Wildwood Cinema Movie Night Guide

Issue: During the June 2010 PRC meeting, the Commission agreed to move forward with plans to hold a movie night in Wildwood Park. At the July 7, 2010 City Council Meeting, the City Council allocated money to the event and authorized the Commission to seek funding and organizational support from outside organizations. The Council indicated that the Commission

should establish a framework for the event so that it can be coordinated by a different organization in the future. Commissioner Wilson volunteered to put together a guide on the event, including notes and documents produced during the planning process.

Action: Finalize guide for Wildwood Cinema Movie Night.

- Wilson indicated he would be putting together a one page summary describing pertinent event details, including vendors used, vendor contact info, event requirements (such as an event permit), and a list of things that worked or didn't work. The summary will act as a template that can be used by future event organizers. Wilson will send the template to Morrow in the next couple of weeks.
- The Commission discussed community organizations that might be interested in holding the event in future years.
- Johnson noted that Wildwood Park is the only park in the City that would be appropriate for this event.

5. Tree Planting Recommendations

Issue: During the June 14, 2010 meeting, the PRC finalized its tree planting recommendations. At that time, the Commission also decided to include the tree planting recommendations as a recurring item on the agenda. At the September 2010 meeting, the Parks and Recreation Commission asked staff to provide the Commission with recommendations for submitting tree planting suggestions.

Action: Determine how the PRC will make planting recommendations to the City.

- Goldberg shared that she presented the map of recommended tree planting locations developed by the PRC to the Council ad hoc committee on trees. The ad hoc suggested creating a more detailed list of planting locations. The ad hoc asked that details, such as exact location, number of trees, desired tree type or effect (shade, flowering, etc.), and watering requirements be noted on the list.
- The Commission discussed some of the proposed tree planting locations and developed additional details for the list of recommended locations. Goldberg asked each Commissioner to collect additional details for the list. Additional details are needed for the parks, Fruitvale Avenue, and Saratoga Avenue.
- Johnson asked that Public Works provide a status report on the recommended tree plantings at every PRC meeting.

New Business:

6. Community Events Calendar

Issue: At the September 2010 meeting, the PRC decided to agendize discussion on regular community events and begin identifying ways for the Commission to become involved in or support these events.

Action: Discuss annual events held in the City.

- The Commission discussed annual reoccurring events that take place in the City and identified events that the PRC could take a role in. The Commission agreed to focus on Arbor Day during the first half of the year and focus on Wildwood Cinema Movie Night the second half of the year, assuming that another organization takes ownership of the event and it becomes an annual event.
- The Commission agreed to discuss participation in community events again at the January meeting to develop plans for the second half of the year.

7. Wildwood Park Creek Habitat Restoration

Issue: During the last PRC meeting, the Commission agreed to talk about opportunities to restore the natural habitat of Saratoga Creek in Wildwood Park.

Action: Review information collected by staff and discuss available opportunities.

- Johnson noted that he proposed this item be added to the agenda, because he feels that the PRC can take a role in improving the condition of Saratoga Creek in Wildwood Park. West Valley College recently

received a Santa Clara Valley Water District grant to restore the creek that runs through the college campus and the PRC may be able to do something similar for Saratoga Creek.

- Goldberg shared that the Pedestrian, Equestrian, and Bicycle Trails Advisory Committee (PEBTAC) applied for the same Santa Clara Valley Water District grant to develop plans for the Village creek trail, which would run along Saratoga Creek behind the Village. The grant was rejected. The PEBTAC is mapping out other trail opportunities, including a trail that runs from Saratoga-Sunnyvale Road to Walnut. The General Plan includes plans for a trail that will run from 6th Street to Walnut.
- Johnson suggested that the concrete slabs in the creek be removed, if that's possible. The Commission asked Morrow to speak with Public Works about this possibility.
- The Commission scheduled further discussion on this item for January.

Commissioner & Staff Reports *(This includes committee updates and park reports. This section is informational only; no actions will be taken.)*

- Johnson reported that there are still some soccer net issues at El Quito. Bellgrove Park is in good condition, but some additional bark is needed in the par course area and one of the security lights is blocked by a tree. At Wildwood Park, there is some rusted sheet metal in the bank of the creek that may present a hazard and some additional trees are needed in the back of the park.
- Bruno reported that Foothill Park and Blaney Plaza both look good. Bruno asked that the Commission agendaize discussion on conducting a public relations campaign on efforts being made to make Saratoga a healthy city.
- Soukup noted that Beauchamps is in good condition, though the tennis court and basketball court need to be resurfaced. Ravenwood and Gardiner are also in good condition.
- Wilson shared that Congress Springs is in good condition and encouraged the Commissioners to attend the Annual Tree Lighting.
- Morrow announced
 - o Work on the Ravenwood playground equipment will start after the beginning of the new year
 - o The ban on tobacco products in City parks and recreation areas is in effect
 - o Planting for Susie's Garden took place on October 23, 2010
 - o A ribbon cutting for Parker Ranch Trail will be held on November 19, 2010 at 3:00 p.m.
 - o The Annual Tree Lighting is on November 26, 2010 at 5:30 p.m. in Blaney Plaza
 - o Planning and development for Saratoga Heritage Garden and Farm project is still in progress
 - o The Council Reorganization Meeting will be on November 30, 2010 at 7:00 p.m. in the Civic Theater
 - o The Council Retreat is on January 28, 2010 at Saratoga Prospect Center
- The Commission requested a status report on the Azule Park petanque court.

Agenda Items for Next Meeting

- January 11, 2011
 - o Move IT Saratoga
 - o 2011 Recreation Department Report
 - o Arbor Day

Adjournment – 8:39 p.m.

Minutes submitted by:

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