



City of Saratoga Parks and Recreation Commission

REVISED AGENDA

DATE: Tuesday, March 8, 2011

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

Roll Call

Report on Posting of the Agenda: Pursuant to Government Code Section 54954.2, this meeting was properly posted March 2, 2011.

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.*

Approval of Draft Minutes: Draft Parks and Recreation Commission (PRC) Minutes for the January 11, 2011 meeting.

Old Business:

1. Arbor Day

Issue: At the November 2010 meeting, the PRC met with a Youth Commission subcommittee to discuss opportunities to support the City's annual Arbor Day event. Since then a PRC subcommittee, including Commissioners Bruno and Wilson, has been working with the Youth Commission to coordinate activities for Arbor Day.

Action: Continue Arbor Day coordination.

2. 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 Saratoga. Locations for the nesting boxes have been identified. Volunteer training was held on January 22, 2011 and placement of the nesting boxes was planned for February.

Action: Share an update on the project and continue any necessary project coordination.

3. Wildwood Cinema Movie Night

Issue: In accordance with City Council direction given at the July 7, 2010 City Council meeting, the PRC has been preparing a guide on how to organize Wildwood Cinema Movie Night and has been looking for an organization or group to coordinate the event in the future. Commissioner Wilson has been leading this effort.

Action: Finalize guide for Wildwood Cinema Movie Night and identify an organization(s) to manage Wildwood Cinema Movie Night events.

4. Wildwood Park Creek Habitat Restoration Update

Issue: During recent PRC meetings, the Commission discussed opportunities to restore the natural habitat of Saratoga Creek in Wildwood Park. The PRC indicated an interest in removing concrete slabs located in the creek. During the January 2011 meeting, staff agreed to research available grant opportunities for the project and will be presenting an update at the March meeting.

Action: Review and discuss information collected by staff.

5. Ravenwood Park Playground Equipment Design Modification

Issue: Due to budgetary and accessibility concerns, the design of the Ravenwood Park playground equipment must be slightly modified. Proposed changes will be presented at the March meeting for the PRC to review.

Action: Review and approve design modifications.

New Business:

1. Alcohol in City Parks and Facilities

Issue: At the City Council Retreat on January 28, 2011, Council asked that the PRC review the City's policies related to alcohol in City parks and facilities and return with a recommended action.

Action: Review the different City policies regulating use of alcohol in parks and facilities and prepare a recommendation for the City Council.

2. Pedestrian, Equestrian, and Bicycle Trails Advisory Committee (PEBTAC) Update

Issue: At the January 2011 meeting, the PRC requested an update on the PEBTAC.

Action: Informational only, no action required.

3. Let's Move Cities Update

Issue: In February 2011, the City Council approved a resolution to become a Let's Move City. The Let's Move Cities and Towns initiative is part of a nationwide initiative led by First Lady Michelle Obama to reduce childhood obesity and help families make healthier choices.

Action: Informational only, no action required.

4. City Council Joint Meeting Agenda

Issue: The PRC and PEBTAC are scheduled to hold a joint meeting with the Saratoga City Council on May 18, 2011 at 6:00 p.m. in the Administrative Conference Room at City Hall. The purpose of the annual meeting is to provide the Council with an update on the status of the Commission and request approval of priorities and goals for the upcoming year. Because time is limited, it is recommended that Commissions develop agendas for the Joint Meeting.

Action: Develop an agenda for the City Council Joint Meeting.

5. Form 700 Reporting Requirements

Issue: Every year, California elected officials and appointed officials are required to disclose economic interests by filing a Form 700 with the Saratoga City Clerk. The deadline to submit the Form 700 is April 1, 2011. Late filings are subject to a fine of \$10 per day up to \$100. More information, including electronic copies of the Form 700, is available on the Fair Political Practices Commission website at <http://www.fppc.ca.gov/index.php?id=500>.

Action: Informational only, no action required.

6. Election of Chair and Vice Chair

Issue: The terms of the current Chair and Vice Chair expire at the May 2011 meeting. Per the City of Saratoga Municipal Code, the Commission is required to elect a new Chair and Vice Chair.

Action: The PRC will elect a new Chair and Vice Chair, whose terms will begin at the May 2011 PRC meeting.

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

Agenda Items for Next Meeting

- May 10, 2011

Adjournment

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. Requests must be made as early as possible and at least one full business day before the start of the meeting.

Parks and Recreation Commission Agenda Note:

In accordance with the Ralph M. Brown Act, copies of the staff reports and other materials provided to the Parks and Recreation Commission by City staff in connection with this agenda are available at the office of the City Manager at 13777 Fruitvale Avenue, Saratoga, California 95070. Any materials distributed by staff after the posting of the agenda are made available for public review at the office of the City Manager at the time they are distributed to the Parks and Recreation Commission.

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 2, 2011 at the office of the City of Saratoga, 13777 Fruitvale Avenue, 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.