



City of Saratoga Parks and Recreation Commission

MINUTES

DATE: Tuesday, September 13, 2011

TIME: 6:30 p.m. – 8:30 p.m.

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

Call to Order – 6:35 p.m.

Roll Call

Present: Bruno, Johnson, Soukup

Absent: None

Public: Terrence Ward, David Ng, Frank Lin, Christine Zak, William Grimes, Murray Hartmann

Staff: Morrow

Report on Posting of the Agenda: Pursuant to Government Code Section 54954.2, this meeting was properly posted September 7, 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.*

- No oral communications

Approval of Draft Parks and Recreation Commission (PRC) Minutes: Draft PRC minutes for May 10, 2011 and June 23, 2011.

- JOHNSON MOVED TO APPROVE MINUTES FROM THE MAY 10, 2011 AND JUNE 23, 2011 MEETINGS.
- VITA SECONDED THE MOTION
- APPROVED 3-0-0

Old Business:

1. Wildwood Cinema Movie Night Review

Issue: On September 10, 2011, the City, PRC, and Saratoga Monte Sereno Community Foundation hosted Wildwood Cinema Movie Night. During the event, the movie *Up* was shown for free.

Action: Review Wildwood Cinema Movie Night.

- Soukup reported on the second annual Wildwood Cinema Movie Night on September 10, 2011. The movie *Up* was shown during the event and approximately 150 people attended. The Chamber provided free popcorn and the Saratoga Monte Sereno Community Foundation sold Chinese lanterns. Overall, the event went well.
- Johnson agreed the event went well and it was a lot of fun.
- Morrow reported on the cost of the event.
- The Commission and audience discussed potential changes to the event in the future, such as holding the movie events more often during the summer and working with local restaurants to provide food samples for event participants.
- Soukup thanked staff for helping to coordinate some of the event activities.
- The Commission agreed to discuss future movie night events at an upcoming meeting.

2. Let's Move Cities/Move It Saratoga

Issue: In February 2011, the City Council approved a resolution to become a Let's Move City. In July, the Let's Move City Ad Hoc prepared a draft Let's Move City plan that was approved by the Council at the August 17, 2011 City Council meeting. The draft plan includes the PRC's Move It Saratoga program.

Action: Discuss plans for the next Move It Saratoga program.

- Soukup introduced the item.
- Morrow explained that the City Council made a commitment to become a Let's Move City, which is a nationwide effort to engage local governments in reducing childhood obesity. Morrow indicated that potential Let's Move Cities are required to submit a 1 year plan outlining activities that will be carried out to meet the objectives of the Let's Move initiative. The City submitted its plan in October. The plan included the Move It Saratoga program coordinated by the PRC in 2010.
- The Commission discussed ideas for Move It Saratoga. Ideas included:
 - o Conducting public education element to inform people why walking/biking is beneficial
 - o Developing mobile trail app
 - o Encouraging children/parents to walk to and from school
 - o Encouraging elderly community to take advantage of recreational resources – host trail walks, conduct public education
 - o Encouraging use of park paths/trails, such as the one in El Quito Park
 - o Holding a “Bike Rodeo” (bicycle safety demonstration/information) or bike maintenance event in partnership with local bike shop
 - o Holding a competition for children
 - o Holding a competition with neighboring cities
 - o Holding bicycling event at Joe's Trail for youth, including bicycle safety information/demonstrations
 - o Holding bike riding event on a closed street
 - o Hosting trail, nature, or Heritage Orchard walks
 - o Partnering with Neighborhood groups
 - o Partnering with schools to hold guided walks/hikes through Saratoga parks, open space areas, trails
 - o Partnering with West Valley College
 - o Researching what other cities are doing
 - o Using social media to spark interest
- Soukup asked Morrow to send notes from discussion on Move It Saratoga to the Commission.
- The Commission agreed to discuss Move It Saratoga at the next meeting.

3. Nesting Box Project

Issue: In early 2011, the PRC and Audubon Society worked together to place nesting boxes in the City's parks and open spaces for Saratoga cavity nesting birds and train volunteers to monitor the boxes.

Action: Share an update on the project and begin any necessary project coordination for the next nesting season.

- Johnson provided a summary of the nesting box project. He reported that 60-70% of the nesting boxes installed in the 3 locations selected by the PRC, including the San Marcos Trail, Wildcat Creek, Kevin Moran Park, and Azule Park, were used by cavity nesting birds. Johnson suggested adding 10-15 more boxes for the next nesting season and recommended that the PRC begin recruiting volunteers to monitor the boxes in the fall.
- Johnson indicated that he would oversee coordination with the Audubon Society to install more nesting boxes and train volunteers.
- Soukup asked that the topic be discussed again at the November meeting to establish specific dates for advertising, installation of nesting boxes, and volunteer training.

New Business

4. Daffodil Planting Project

Issue: At the May 2011 meeting, the PRC discussed a daffodil bulb planting project that took place in Kevin Moran Park and decided to discuss the possibility of coordinating a daffodil bulb planting at a future meeting.

Action: Discuss organizing a daffodil bulb planting project.

- Soukup introduced item.
- Morrow shared examples of daffodil planting projects done by other cities, non-profit organizations, and neighborhood groups.
- The Commission discussed the logistics of where and when to plant daffodils. The Commission agreed to visit their "assigned" parks to identify potential planting locations and share the locations at the November meeting with the hopes of being able to plant before the end of the year.
- Zak shared information about the American Cancer Society's Daffodil Days.
- The Commission indicated an interest in holding a volunteer daffodil planting.
- Johnson asked Morrow to determine the cost of 1000 bulbs and identify potential funding sources.

5. Public Works Update

Issue: At the May 2011 meeting, the PRC requested an update on Public Works projects and tree planting efforts at the August meeting.

Action: Informational only.

- Morrow shared an update on Joe's Trail and Saratoga DeAnza and grants from the Santa Clara Water District for the Village Creek Trail design.

6. Congress Springs Property Acquisition Update

Issue: At the June 2011 meeting, the PRC requested an update on the Congress Springs Property Acquisition at the August meeting.

Action: Informational only.

- Morrow shared an update on the Congress Springs Property Acquisition.
- The Commission asked to hold a site visit at the Congress Springs Property once the acquisition is finalized.

7. Ravenwood Park Playground Improvement Project Update

Issue: At the June 2011 meeting, the PRC requested an update on the Ravenwood Park Playground Improvement Project at the August meeting.

Action: Informational only.

- Morrow provided an update on the Ravenwood Park Playground Improvement Project.

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

- Vita reported on Foothill Park, Blaney Plaza, and Kevin Moran Park. She had no major issues to report.
- Johnson reported that Wildwood Park is in great shape. Public Works has planted a number of new trees in El Quito. New asphalt may be needed for El Quito though. Johnson added that Bellgrove Park looks really good. All lampposts in the park were repainted.
- Soukup reported on his parks, indicating that it would be nice to add a few more trees to perimeter of Beauchamps Park and the tennis/basketball court needs to be resurfaced.
- Soukup also shared the Azure Park is in good shape, but the pathway needs to be resurfaced and there are rabbits living in the park.
- Morrow reported on Saratoga Monte Sereno Community Foundation donation for tree dedication program.
- Johnson suggested that the PRC recognize the Saratoga Monte Sereno Community Foundation for its contributions to the movie night and tree dedication program. The Commission agreed and Johnson volunteered to bring a proposal for recognizing the Foundation to the next meeting.
- Soukup reminded the Commission that the Commissioner Recognition Dinner is on October 6, 2011.

Agenda Items for Next Meeting

- November 8, 2011 (New Meeting Location – City Hall Administrative Conference Room)
 - o Move It Saratoga
 - o Daffodil Planting Project
 - o Nesting Box Project
 - o Public Works Update

- New Commissioner Education
- Park Assignments
- West Valley College/Gardiner Park Landscape Design Project
- Saratoga Monte Sereno Community Foundation and City of Monte Sereno Recognition

Adjournment – 8:20 p.m.

Minutes submitted by:

Crystal Morrow, Administrative Analyst II

City of Saratoga – City Manager’s Office