



City of Saratoga Parks and Recreation Commission

AGENDA

DATE: Tuesday, March 13, 2012

TIME: 6:30 p.m. – 8:30 p.m.

LOCATION: Saratoga Community Center
Patio Room
19655 Allendale 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 9, 2012.

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 Parks and Recreation Commission (PRC) Minutes:

- January 12, 2012

Old Business:

1. Let's Walk 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 direction to the PRC to organize a program or activity that encourages physical activity. The Commission discussed this Council directive at the September 2011 and November 2011 meetings. During the November meeting, the PRC voted to move forward with Let's Walk Saratoga and formed a subcommittee to work on the project.

Action: Hear progress report from Let's Walk Saratoga subcommittee and continue coordination of Let's Walk Saratoga.

2. 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. Volunteers were scheduled to receive training on January 2012.

Action: Share an update on the project, hear report on the January volunteer training, and continue coordination for the next nesting season.

3. PRC Work Plan

Issue: At the January 2012 meeting, the Commission discussed the PRC's 2012 work plan and suggested to include the following projects into the work plan: Let's Walk Saratoga, the Daffodil Planting, the planning for the Village Creek Trail and Quarry property, and placing distance markers on trails and park pathways.

Action: Discuss 2012 PRC work plan.

4. City Council Joint Meeting Agenda

Issue: The PRC and PEPTAC are scheduled to hold a joint meeting with the Saratoga City Council on September 05, 2012 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.

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

5. Wildwood Cinema Movie Night

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. The PRC would like to host more movie events in the summer months of 2012.

Action: Organize next event.

6. 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. Arbor Day 2012 is scheduled for April 20 beginning at 3 p.m. at Wildwood Park.

Action: Continue Arbor Day coordination.

New Business

7. Election of Chair and Vice Chair

Issue: The terms of the current Chair and Vice Chair expire at the May 2012 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 2012 PRC meeting.

8. Establishing a Heritage Tree Inventory

Issue: The Heritage Preservation Commission (HPC) requests assistance from the Parks and Recreation Commission (PRC) in helping to establish a Heritage Tree Inventory. The City Council has already granted permission to the HPC to start the process, but the HPC would like to include the PRC in developing recommendations about certain trees located within City Parks. Michael Fossati, City Planner, will briefly give verbal presentation about this opportunity

Action: Hear presentation and discuss opportunity.

9. Developing Saratoga to the Sea Quarry Trail

Issue: City staff requests assistance from the PRC in taking the lead to make recommendations regarding the development of the Saratoga to the Sea Quarry Trail. John Cherbone, City's Director of Public Works will briefly give verbal presentation about this opportunity.

Action: Hear presentation and discuss opportunity.

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 8, 2012

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, 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, Mainini Cabute, 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 9, 2012 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.