



City of Saratoga Parks and Recreation Commission

MEETING MINUTES

DATE: Tuesday, January 10, 2012

TIME: 6:30 p.m. – 8:30 p.m.

LOCATION: Saratoga Community Center
Arts and Crafts Room
19655 Allendale Avenue
Saratoga, CA 95070

Call to Order – 6:36 p.m.

Roll Call

Present: Bruno, Johnson, Soukup, Ward, Zak

Absent: None

Staff: Morrow

Report on Posting of the Agenda: Morrow reported that pursuant to Government Code Section 54954.2, the meeting was properly posted January 4, 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.*

- No oral or written communications

Approval of Draft Parks and Recreation Commission (PRC) Minutes:

- November 8, 2011
- JOHNSON/BRUNO MOVED TO ACCEPT THE NOVEMBER 8, 2011 MINUTES. MOTION PASSED 4-0-1 WITH WARD ABSENT.

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.

- Bruno introduced the item and provided an update on the Let's Walk Saratoga subcommittee's progress. The subcommittee plans to coordinate 4 walks per year starting in May 2012, to highlight walking routes in the City, educate residents about the benefits of walking, and working Saratoga High School Media Arts Program students to prepare videos on walking routes and health benefits of walking.
- Bruno and Zak sought feedback from the Commission on locations of guided walks. The Commission agreed upon Joe's Trail at Saratoga DeAnza, the Tank Trail, and Villa Montalvo. The fourth walk will take place at Sanborn or Fremont Older Space, depending on the season of the walk.
- Bruno and Zak indicated an interest in presenting information on Let's Walk Saratoga at an upcoming Council meeting.

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. Training for volunteers is scheduled for January 2012.

Action: Share an update on the project and continue coordination for the next nesting season.

- Johnson updated the Commission on the status of the Nesting Box Project and said an update following volunteer training would be provided at the March meeting.

3. 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. The project was further discussed at the September and November meetings. At the November meeting, a subcommittee was formed to lead the daffodil planting.

Action: Hear update from daffodil planting subcommittee and continue coordination of project.

- Zak provided an update on the progress of the subcommittee and suggested that the Commission wait until the fall to conduct the planting.
- The Commission agreed to postpone planting until fall and scheduled an update on the project for the May meeting.

4. Saratoga Monte Sereno Community Foundation and City of Monte Sereno Recognition

Issue: At the September 2011 and November 2011 PRC meetings, the Commission agreed to schedule discussion on how to recognize the Saratoga Monte Sereno Community Foundation and the City of Monte Sereno. During the November meeting, the PRC authorized Vice Chair Johnson to draft letters of recognition for both organizations and present the letters to the Mayor for signing.

Action: Hear status of Saratoga Monte Sereno Community Foundation and the City of Monte Sereno recognition letters.

- Johnson presented a letter to the Mayor requesting recognition of the Saratoga Monte Sereno Community Foundation and City of Monte Sereno.
- Commissioners signed the letter and directed Morrow to give the letter to the Mayor.

New Business

5. PRC Work Plan

Issue: At the November 2011 meeting, the Commission scheduled discussion on the PRC's work plan.

Action: Review and update PRC work plan.

- Morrow introduced the item and asked for Commission updates to the work plan.
- Soukup suggested that Let's Walk Saratoga and the daffodil planting project be added.
- Johnson requested that planning for the Village Creek Trail and Quarry property be added to the work plan.
- Johnson also recommended that the PRC add a project to place distance markers on trails and park pathways.

- ZAK/WARD MOVED TO FORM WORK PLAN SUBCOMMITTEE, COMPRISED WARD AND SOUKUP, TO UPDATE AND FINALIZE THE 2012 PRC WORK PLAN. MOTION PASSED 5-0-0.

6. City Budget Input

Issue: Every year, the City Council adopts the annual budget in June. In the past, the PRC has indicated an interest in providing budget recommendations to the Council. Consequently, this item has been added to the agenda to provide the PRC with the opportunity to formulate recommendations.

Action: Discuss budget recommendations.

- Morrow introduced the item.
- The Commission discussed recommended additions to the capital budget, including
 - o Resurfacing Beauchamps Park tennis/basketball court
 - o Addition of distance markers on City trails and along park pathways
 - o Addition of signage of trail and park maps with distance information to trails and parks
 - o Installation of kiosks in parks where City information can be displayed
- Soukup asked Commissioners to visit their assigned parks to identify potential capital improvements and to send Morrow proposed projects before the March meeting.

7. Commissioner Training

Issue: At the November 2011 meeting, the Commission scheduled a presentation for the January 2012 meeting on the Brown Act, Fair Political Practices Commission, and other topics relevant to Commissioners.

Action: Informational only, no action required.

- Morrow provided a brief presentation on the Brown Act, Fair Political Practices Commission, and Commission obligations.

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

- Johnson reported that Bellgrove is in excellent shape, as is Congress Springs and El Quito Parks. Johnson noted that it appears that there was some sort of vine in place on the wall at Congress Springs Park that runs along Highway 85 and suggested that the area be replanted with another vine. Some of the planting beds at El Quito have not survived recent freezes in past few months at El Quito Park. Additionally, some of the bender boards in the park have popped up.
- Bruno reported that construction near the Calabazas Picnic Area is almost complete. Blaney Plaza looks really good, as does the Heritage Orchard.
- Zak shared that Kevin Moran Park looks beautiful and observed that there were some dogs off leash in the park. Foothill Park looks good, but it appears that someone drove a vehicle over the turf. The electronic gates on 4th Street at Wildwood Park are in, but not active.
- Ward reported that Brookglen Park is in excellent shape, but water was collecting on the basketball court. Azure Park is in good shape.
- Soukup shared that Beauchamps is in good shape, aside from the court. Ravenwood Park is in good condition, as is Gardner Park.

Agenda Items for Next Meeting

- March 13, 2012
 - o Let's Walk Saratoga
 - o Nesting Box Project Update
 - o Work Plan
 - o Budget Recommendations
 - o City Council Joint Meeting Agenda

- Movie in the Park
- Arbor Day
- Selection of New Chair and Vice Chair
- Community Outreach

Adjournment – 8:39 p.m.

Minutes submitted by:
Crystal Morrow, City Clerk