



City of Saratoga Parks and Recreation Commission

MINUTES

DATE: Tuesday, May 8, 2012

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

Roll Call

Present: Thomas Soukup, Mark Johnson, Vita Bruno, Terence Ward, Christine Zak

Absent: None

Staff & Liaisons: Mainini Cabute

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

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

- March 13, 2012
- Johnson moved to accept, Thomas seconded. Minutes accepted.

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.

- Commission agreed to change the event day to Saturday June 16th at 9:30 a.m. and discussed outreach to include KSAR, Facebook pages, the Saratoga News, and website news, and fliers.

Commission suggested that there should be a PR plan for all events which follow a routine distribution.

2. 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.

-Commissioners discussed that the following items should be included in its 2012 Work Plan:

- Marketing strategy: PRC would like to focus on finding ways to successfully advertise its events.

-Daffodil project: Zak will lead.

-Let's Walk Saratoga: Bruno and Zak

-Audubon activities: Johnson will lead

-Movie Night: Soukup and Ward

-Quarry Master Plan- All Commissioners requested clear direction about their role in making a recommendation to Council about the Master Plan. Specifically, what is PRC expected to do and what are the timelines.

-Distance Marker Project- All Commissioners requested that Public Works staff take ownership of this task.

3. City Council Joint Meeting Agenda

Issue: The PRC and PEBTAC 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.

-Commissioners prioritized their projects in preparation for their meeting with the Council in September. Refer to item #2 for list of projects. Commissioners plan to create two lists: one that contains all of the projects that the Commission would like to do and another that has just the projects that will be focused on in 2012. No item #4

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 a movie night event in the summer of 2012.

Action: Organize next event.

-Commissioners voted to present Wall- E at the September 8th Movie Night event and if it is not available, next two choices are Finding Nemo, and Toy Story.

Soukup and Ward will be the lead event coordinators and will work with City liaison to impellent the action plans. Commissioners plan to advertise that families should bring their own picnic and the Commissioners will request for a permit to consume alcohol.

New Business

9. VTA BPAC Committee recruitment

Issue: Each city in Santa Clara County has a representative on the VTA Bicycle & Pedestrian Advisory Committee (BPAC). Each city is responsible for appointing its own representative. Ray Cosyn, Saratoga's current representative, ends his term on June 30, 2012 and does not want to renew his term on the committee. The City is recruiting for a new representative. The City is looking to its various commissions with hopes to find someone who may be interested.

Action: Discuss recruitment possibilities.

-Commissioners requested that the VTA BPAC description be emailed to them.

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

Committee Updates:

-Commissioners gave brief updates about their assigned parks.

Agenda Items for Next Meeting

- July 10th, 2012

-Commissioners would like to discuss the Quarry Master Plan and complete the Work Plan one page summary.

-Finalize Movie Night planning

-Let's Walk Update

Soukup moved to adjourn, Ward seconded.

End time 8:22 p.m.