



City of Saratoga Parks and Recreation Commission Regular Meeting

MINUTES

DATE: Tuesday, January 8, 2013

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: Cheryl Bailey, Vita Bruno, Renee Paquier, Thomas Soukup, Terry Ward

Staff: Mainini Cabute

Report on Posting of the Agenda: Pursuant to Government Code Section 54954.2, this meeting was properly posted January 3, 2013.

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:

- November 13, 2012
- MOVED BY PAQUIER
- SECOND BY THOMAS
- 5-0-0

Old Business:

1. Let's Walk Saratoga- 2013

Issue: The PRC coordinated 3 Let's Walk events in 2012 as a way to meet the Federal Let's Move Cities program. The City has recommitted to the Let's Move activities for 2013 and would like the PRC to coordinate a few more events to meet the goals of the 2013 commitment. Additionally, at the September 5, 2012 Joint Meeting with the City Council and the PEBTAC Committee, the Council Members expressed their interest in having a guided walk coordinated by the PRC of the Congress Springs Quarry. Two members of the PEBTAC Committee expressed interest in participating in the coordination of the event and may attend future Commission meetings to discuss coordination.

Action: Discuss Let's Walk 2013 activities and plan guided walk at the Quarry.

- Bruno provided summary of let's walk program. The Quarry Walk is scheduled for May 18, 2013 at 9:30 a.m.
- Staff Liaison Cabute stated that Howard Miller would like to lead the walk and that parking space will be available at the entrance of the quarry.

2. PRC Work Plan

Issue: At the recent Joint Meeting with Council and PEBTAC, the PRC briefly discussed its work plan with Council. This item will be a standing item to discuss the various items on the work plan, such as the two Master Plans for Village Creek and the Quarry. This item will also include discussions regarding the Nesting Boxes, Daffodil Bulb planting projects, Movie Nights, until such time these individual items require extensive conversation.

Action: Discuss work plan items.

- Commissioners discussed who should take the lead on the nesting box project and then agreed work with Mike Azevedo to work with volunteers to continue nesting boxes.
- Bailey volunteered to take the lead on this project and commission plans to move forward with nesting boxes.

New Business

3. Guava Access

Issue: At the November 13, 2012 PRC meeting, the Commission directed staff to return to the January 8, 2013 meeting with a report on the feasibility of reopening the Guava Drive access. Review attached report.

Action: Review information.

4. Wildwood Cinema Movie Night Series

Issue: At the November 13, 2012 meeting, the Commission discussed the Summer 2013 Movie Night series, which would be held on the following 3rd Friday of every month: June 21, July 19th, and August 16th. The PRC is interested in finding out if the Saratoga Village Development Council would be interested in participating in some capacity during the events, by offering deals/specials for movie goers to visit their stores.

Action: Review details of movie night activities and approve plan to be presented to City Council on either February 6th or February 20th Council meeting.

- Paquier volunteered as project lead.
- Ward volunteered as co-lead of project.

5. Schedule Special Meeting in February for Community Garden Policy Review

Issue: The City of Saratoga Recreation Department has updated its Community Garden Rules and Regulation and will be submitting the policy to the City Council in March 2013. The City Manager has asked that the Parks and Recreation schedule a Special Meeting in February for the Commission to review the draft Rules and Regulations with a recommendation for Council.

Action: Decide date for special meeting in February.

- Commissioners agreed to hold the special meeting on February 5th, 6:30 p.m.

6. Arbor Day Activities- Friday, April 19th

Issue: In the past, the PRC has met with a Youth Commission subcommittee to discuss opportunities to support the City's annual Arbor Day event. Since then a PRC subcommittee, has been working with the Youth Commission to coordinate activities for Arbor Day. Arbor Day 2013 is scheduled for April 19 beginning at 3 p.m.

Action: Discuss Arbor Day event and PRC's level of participation.

- Bruno gave summary of event and commissioners discussed.
- Soukup stated that PG&E would be there, compost would be there.
- Paquier suggested that the outreach to schools can talk about the oldest tree in Saratoga and the biggest trees.
- Bailey talked about tree coloring ideas.

7. PRC meeting time change

Issue: At the September 2012 PRC meeting, the Commission met at 6:00 p.m. due to an error in the agenda information. At that time, Commissioners expressed an interest in possibly moving the Commission meeting time to 6:00 p.m. If the Commission would like to move their time from 6:30 p.m. to 6:00 p.m., staff will need to submit a resolution for Council to adopt with the new Commission meeting time.

Action: Approve time change and direct staff to proceed with resolution for City Council to approve.

- Commissioners did not approve time of the meeting.

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

- None.

Agenda Items for Next Meeting

- March 12, 2013
- None.

Adjournment

- SOUKUP MOTIONED TO ADJOURN.
- PAQUIER 2ND THE MOTION.
- COMMISSIONERS ADJOURNED THE MEETING.

Respectfully Submitted:

- Mainini Cabute, Administrative Analyst II