



City of Saratoga Parks and Recreation Commission Regular Meeting

Minutes

DATE: Tuesday, March 10, 2015

TIME: 6:30 p.m. – 9:00 p.m.

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

Call to Order

Roll Call

Present: Renee Paquier, Rick Pearce, Pallavi Sharma, Terry Ward

Absent: Ping Li

Staff: Mainini Cabute

Report on Posting of the Agenda: Pursuant to Government Code Section 54954.2, this meeting was properly posted on March 5, 2015.

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 communications from the public

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

January 13, 2015

-PEARCE MOTIONED TO APPROVE

-WARD GAVE SECOND MOTION

Old Business:

1. Nesting Box

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. In 2013, the City worked with West Valley Parks Management Department to clean out the nesting boxes. At the September 11, 2014 meeting, Commissioners stated that they would reach out to West Valley Parks Management Department to discuss nesting boxes.

Action: Discuss any development since January 13, 2015 meeting discussion.

- *Commissioner Li was absent. The topic was tabled for the next meeting regular meeting on May 12, 2015.*

2. Volunteer Work at Quarry

Issue: At the September 11, 2014 PRC meeting, Commissioners expressed an interest in developing a volunteer program for residents to help with the development of the Saratoga Quarry. City staff contacted our contractor to ask if they can develop a list of tasks volunteers can do in 2015.

Action: Discuss any development since November 12, 2014 meeting discussion.

-Commissioners discussed the development of the volunteer program. Commissioner Paquier requested to find out if there was a way to determine savings if West Valley College students performed specific projects and used their tools at Quarry Park.

3. Outdoor Summer Movie Nights

Issue: In past years prior to 2013, the PRC hosted one outdoor movie per year that took place in September at Wildwood Park. In 2013, as a result of Council direction, the PRC piloted a 3-outdoor movie series at El Quito Park. The movie series attracted approximately 150 attendees at each event and Commissioner Paquier obtained donations from Gene's Market, Starbucks, and Action Day Care. At its November 12, 2013 meeting, Commissioners Paquier, Pearce, and Ward volunteered to coordinate the Summer Movie Night series for 2014. The Summer Movie Night series in 2014 included more public outreach, including median banners at the 7 designated sections in Saratoga. The movie series was also sponsored by Roku. The 2014 summer movies included, Frozen, Avengers and Despicable Me. Frozen attracted approximately 350 attendees and the average number of attendees for the other two movies was 250. City staff has provided a list of movies from the movie company and the PRC commissioners will select the first movie. The PRC will forward the list to the Youth Commission to select the two remaining movies.

Action: Review list of movies, select first movie and discuss details of first outdoor movie event.

-Commissioners reviewed list of movies and selected the Lego movie for June and Big Hero 6 for the August movies. The following commissioners committed to the following movies that they would be available to attend and work:

- *Pearce- June 19*
- *Ward- June 19 and July 17*
- *Paquier- August 21*

*Commissioners discussed the following items to put on the following items for the events:
Hot chocolate cups are always running out. Bring sharpie pens to label cups. One cup per person.
Make announcement when food is ready and to reuse cups throughout event.*

Thank dignitaries and sponsors

Ask attendees to clean up after themselves and keep the park clean

Announce next movie night dates and movies

Play movie themed music during pre-movie time.

4. Community Feedback/ survey

Issue: At the September 11, 2014 PRC meeting, Commissioners expressed an interest in obtaining community feedback about what past PRC events residents have enjoyed and what type of events they would like offered in the future. The community feedback/ survey will help the development of the future City Parks Welcome Packets/Brochures.

Action: Discuss any development since January 13, 2015.

- *Commissioners discussed the contents survey:*
 - o *Assess satisfaction of PRC activities*
 - *What events did they attend? How did they find out about it?*
 - *How can we communicate with them better?*
 - o *Collect information on how the PRC can better serve community*
 - *Citywide parks question*
 - *What parks do you use?*

5. Event Updates:

Action: Discuss upcoming events such as the 2015 Blossom Festival and America in Bloom.

- *Commissioners discussed America in Bloom. Commissioner Paquier informed the group about West Valley College tree dedication for victims of September 11, 2001 event.*

New Business

None.

Forward Commission previous work plan.

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

<u>Commissioner</u>	<u>Park</u>
Li	Wildwood, Foothill
Paquier	El Quito, Gardner
Pearce	Bell Grove, Congress Springs, Ravenwood
Sharma	Beauchamp (Turf Reduction Project), Brookglen
Ward	Azule, Kevin Moran

Agenda Items for Next Meeting

Adjournment

-PEARCE- MOTIONED TO ADJOURN

-PALLAVI- GAVE SECOND MOTION