



# City of Saratoga Parks and Recreation Commission Regular Meeting

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## ***MINUTES***

**DATE:** Tuesday, July 14, 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: Ping Li, Renee Paquier, Pallavi Sharma, Terry Ward, Rick Pearce (Arrived 6:40 p.m.)

**Report on Posting of the Agenda:** Pursuant to Government Code Section 54954.2, this meeting was properly posted on July 9, 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:**

May 12, 2015

- Commissioner Pi moved to approve minutes
- Commissioner Ward gave second motion
- 4-0-0

### **Old Business:**

#### **1. Volunteer Work at Quarry**

**Issue:** Commissioner Ping Li worked closely with City staff to develop a volunteer program at the Quarry Park. City staff coordinated a training session for volunteer leaders early in 2015 which was attended by Commissioner Li, City staff, and West Valley College faculty member, Chris Cruz. Consultants from HV Harvey conducted the training and created a brochure of the non-native invasive plants that event volunteers will help clear out of the park. The PRC has hosted 2 events: May 9 and June 13, beginning at 9 a.m. The events attracted nearly 30 participants, which included 2 parks staff members who helped collect broom debris. City staff purchased tools for volunteers to borrow during the event and also borrowed weed wrenches from MidPen Open Space. City staff also prepared liability waiver forms for all volunteers to complete.

Action: Commissioner Li to provide report on May and June events.

- Commissioner Pi provided report of event. Approximately 20-22 attendees. 50% boyscouts and 50% church group. Would like Commission to reach out to high school via Interact in the future.

## **2. Outdoor Summer Movie Nights**

Issue: The Saratoga Outdoor Movie Nights 2015 program conducted its first movie night on Friday, June 17<sup>th</sup>, showing the Lego Movie. Roku is sponsoring the 2015 Movie Night events and sponsorship includes funds to pay for movie licenses, movie rental equipment, event banners to be displayed at seven medians in Saratoga, and a banner at the park on event day. Their sponsorship will also pay for services rendered by *Dottie the Clown*.

The first movie night event attracted over 350 attendees. City staff and PRC commissioners passed out hot chocolate drinks, Gene's market donated veggies and cheese, Rose' Donuts donated doughnut holes, and Starbucks donated coffee and hot water.

Action: Commissioners to discuss any remaining logistics regarding July and August events.

- Commissioner Paquier discussed different responsibilities for commissioners.
- Commissioner Pallavi mentioned that there may be another preschool interested in participating in the event in the future.

## **4. Community Feedback/ survey**

Issue: Commissioners Pearce and Sharma have been working on the Community Feedback Survey that will ask residents if they have attended PRC events, which ones they 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. City staff has purchased a Survey Monkey membership to help PRC distribute the survey.

Action: Discuss any recent development.

- Commissioners Pallavi and Pearce stated that they may be able to launch the survey in late September or October.

## **5. Event Updates:**

Action: Discuss upcoming events.

- Hakone Foundation Joint Meeting- August 27
- Quarry Grand Opening – October 31

## **New Business**

**None.**

**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 – None.
Paquier	El Quito (complained about water use and watering), Gardner
Pearce	Bell Grove, Congress Springs (Graffiti on signs- rail missing on fence. Tarps on
	backstop), Ravenwood
Sharma	Beauchamp, Brookglen (clogged)
Ward	Azule, Kevin Moran

**Agenda Items for Next Meeting**

**Adjournment: 7:26 p.m.**

Respectfully Submitted,

Mainini Cabute, Management Analyst II