



# City of Saratoga Parks and Recreation Commission Regular Meeting

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## *Minutes*

**DATE:** Tuesday, January 14, 2020  
**TIME:** 6:30 p.m.  
**LOCATION:** Planning Conference Room – New Location  
13777 Fruitvale Avenue  
Saratoga, CA 95070

### **Call to Order at 6:33 p.m.**

**Present:** Commissioners Sandy Muju, Rick Pearce, Renee Paquier and Terry Ward, Public Works Director John Cherbone and Analyst Kristin Borel

**Commissioners Absent:** Commissioner Ping Li

**Report on Posting of the Agenda:** Pursuant to Government Code Section 54954.2, this meeting was properly posted on January 8, 2020. *Kristin Borel reports*

**Accept Agenda Items:** No additional items may be added pursuant to Government Code Section 54954.2. *Accepted and approved 4-0*

**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 written or oral communications

### **Approval of Parks and Recreation Commission Draft Minutes:**

- November 12, 2019. *Approved 4-0*

### **Agenda:**

#### **1. Youth Commission Fundraising Update**

*The treasurer of the Youth Commission announced the fundraising goal of \$2020 for this year and listed the events where they plan to fundraise for donations to purchase inclusive playground equipment.*

#### **2. Commission Handbook Review - City Clerk**

*Debbie Bretschneider reviewed the Commission Handbook, Brown Act and Public Records Act and answered questions.*

#### **3. Wildwood Park Improvements Plan Update**

*John Cherbone reported that the Capital Improvement Project (CIP) process has just begun and a new CIP project has been initiated to create a masterplan for the development of Wildwood Park. Commissioners will be notified when the City Council meets to discuss new CIP projects, so that they may attend.*

**4. Historic Plaque Program Update**

*Commissioner Paquier stated that she would like the Commission to prioritize the order of the park plaques and that two could be completed and funded each year.*

**5. Review topics and workplan for Joint Meeting with the City Council**

*Commissioners reviewed the existing workplan and added a Park Survey and the Historic Plaque Program to the list to discuss with the City Council at the joint meeting on March 9, 2020.*

**Commissioner and 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, Quarry
Muju	El Quito, Gardiner
Pearce	Bell Grove, Congress Springs, Ravenwood
Paquier	Beauchamp, Brookglen
Ward	Azule, Kevin Moran, Friendship Park

*Requests were made for a bollard to be installed at Friendship Park and to replace or clean the notice board at Ravenwood Park*

**Location for next meeting** – to be held in the Planning Conference Room

**Agenda Items for Next Meeting March 10, 2019**

- Movie Night
- City Parks brochure
- CIP Process Update
- Historic Plaque Park Prioritization

**Adjournment at 8:15 p.m.**

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, contact Kristin Borel at 408.868.1296 or kborel@saratoga.ca.us. Requests must be made as early as possible and at least one full business day before the start of the meeting.

**Parks and Recreation Commission Agenda Note:**

In accordance with the Ralph M. Brown Act, copies of the staff reports and other materials provided to the Parks and Recreation Commission by City staff in connection with this agenda are available at the office of the City Manager at 13777 Fruitvale Avenue, Saratoga, California 95070. Any materials distributed by staff after the posting of the agenda are made available for public review at the office of the City Manager at the time they are distributed to the Parks and Recreation Commission.

**Certificate of Posting of Agenda:**

I, Kristin Borel, Public Works Analyst for the City of Saratoga, declare that the foregoing agenda for the meeting of the Parks and Recreation Commission of the City of Saratoga was posted on January 8, 2020 at the office of the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, CA 95070 and was available for public review at that location. The agenda is also available on the City’s website at [www.saratoga.ca.us](http://www.saratoga.ca.us).