

PARKS, ARTS, RECREATION, & CULTURAL COMMISSION MEETING AGENDA

6:30 PM - Tuesday, September 19, 2023

Los Altos Community Center, Sequoia Room, 97 Hillvue Ave, Los Altos, CA 94022

Please Note: Per California Executive Order N-29-20, the Parks and Recreation Commission will meet via Telephone/Video Conference only.

Members of the Public may join and participate in the Commission meeting at

<https://losaltosca-gov.zoom.us/j/84271574963?pwd=2p5dcX8VnRjNjL3UykzblRvtHCHUvjh.1>

Telephone: 669-444-9171, Webinar ID: 842 7157 4963, Passcode: 656792

PLEASE NOTE: Chair Morris will participate in the meeting via videoconference from the site listed below. The meeting agenda will be posted on the videoconference site, which is accessible to the public. Anyone wishing to address the Council from the videoconference site will be provided with an opportunity to do so.

Location for Chair Morris:

1768 Colfax Ave. #3
Minneapolis, MN 55403

CALL MEETING TO ORDER

ESTABLISH QUORUM

PLEDGE OF ALLEGIANCE

1. Special Presentation: Orchard Commons Committee

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Members of the audience may bring to the Commission's attention any item that is not on the agenda. Please complete a "Request to Speak" form and submit it to the Staff Liaison. Speakers are generally given two or three minutes, at the discretion of the Chair. Please be advised that, by law, the Commission is unable to discuss or take action on issues presented during the Public Comment Period. According to State Law (also known as "the Brown Act") items must first be noticed on the agenda before any discussion or action.

ITEMS FOR CONSIDERATION/ACTION

2. Minutes: Approve the Minutes of Regular meeting of August 15, 2023

3. **Mid-Autumn Festival:** Receive update from Chinese Community Association and Staff and discuss how Commission can be involved
4. **Fall Movie Night:** Provide staff with input on movie to be shown and discuss Commission role
5. **Pop-Up Activities:** Discuss plan for Pop-Up activities
6. **Gateway Art:** Direction from City Council on Heart Sculptures

INFORMATIONAL ITEMS

7. **Call for Art:** Council Chamber Steps/Community Center
8. **Commissioner Handbook/Commission Updates**
9. **Art Installation Updates:** New installs and relocations
10. **Park in-Lieu and Art Funds:** Current amounts available/allocated
11. **Pickleball Update:** Outdoor (McKenzie Park)
12. **Council Assignment Schedule:** Schedule and explanation of duty

COMMISSION/SUB-COMMITTEE/STAFF ORAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

SPECIAL NOTICES TO PUBLIC

In compliance with the Americans with Disabilities Act and California Law, it is the policy of the City of Los Altos to offer its programs, services and meetings in a manner that is readily accessible to everyone, including individuals with disabilities. If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation, please contact department staff. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility. The City ADA Coordinator can be reached at (650) 947-2607 or by email: ada@losaltosca.gov.

Agendas, Staff Reports and some associated documents for Parks and Recreation Commission items may be viewed on the Internet at <https://www.losaltosca.gov/parksreccommission>.

If you wish to provide written materials, please provide the Commission Staff Liaison with 10 copies of any document that you would like to submit to the Commissioners in order for it to become part of the public record.

For other questions regarding the meeting proceedings, please contact the City Clerk at (650) 947-2720.



**PARKS, ARTS, RECREATION, AND
CULTURAL COMMISSION
REGULAR MEETING MINUTES
6:30 PM - Tuesday, August 15, 2023
*Los Altos Community Center, Sequoia Room
797 1 Hillview Road, Los Altos, CA***

Please Note: The Parks, Arts, Recreation, & Cultural Commission will meet in person at the Los Altos Community Center Sequoia Room as well as via Telephone/Video Conference

CALL MEETING TO ORDER

Chair Waldman called the meeting to order at 6:36pm

ESTABLISH QUORUM

PRESENT: Waldman, Morris, Couture, Moore, Tasic, Corrigan, Wang, Janjigian

ABSENT: Yeh, Valadez,

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

ITEMS FOR CONSIDERATION/ACTION

1. **Minutes:** Approve the minutes of the Special Meeting of July 13, 2023

Public Comment: None.

Action: Based on a motion by Commissioner Couture, which was seconded by Chair Waldman, the Parks, Arts, Recreation, & Cultural Commission passed the minutes of the Special Meeting of July 13, 2023, with minor corrections.

Approve: Waldman, Morris, Couture, Tasic, Corrigan, Wang, Janjigian

Oppose: None

Abstain: Moore

Motion passes: 7-0-1.

- 2. Moon Festival:** Discuss the Parks & Recreation Department's plans for the new Moon Festival and possible PARC involvement

Public Comment: None.

Action: None.

- 3. PARC Plans for Upcoming Pop-Up Events:** Review and coordinate the plans for upcoming Pop-Up events planned for 2023

Public Comment: None.

Action: None.

- 4. Art in the Park Tour:** Discuss plans for Art in the Park self-tour program for the public

Public Comment: None.

Action: None.

- 5. Community Center Call for Art:** Explain the process and schedule for the next call for art at the Community Center gallery

Public Comment: None.

Action: Commissioner Couture moved to select a theme of “What Winter Means to Me” for the next call for art. Chair Morris seconded the motion.

Approve: Waldman, Morris, Couture, Janjigian, Moore, Wang, Corrigan, and Tasic.

Oppose: None.

Abstain: None.

Motion passed, unanimously: 8-0-0.

- 6. Green Oaks Lane and Bendigo Drive:** Begin discussion and answer questions on the City-owned property at the corner of Green Oaks and Bendigo

Public Comment: Resident Susan Cummings spoke regarding her residence near the property and some history of the property.

Resident ___ expressed a desire to be involved in the decision-making process.

Action: None.

INFORMATIONAL ITEMS

- 7. Art installations of plaque update
- 8. Recreation programs update
- 9. Parks projects update

SUB-COMMITTEE UPDATES

FUTURE AGENDA ITEMS

Moon Festival
Park In-Lieu/Art Fund Update/Presentation
Permanent Dog Park Update
Green Oaks Lane and Bendigo Drive Property
Art Tour

ADJOURNMENT

Chair Waldman and Chair Morris adjourned the meeting at 8:09pm



**PARKS, ARTS, RECREATION AND CULTURAL COMMISSION
AGENDA REPORT**

Meeting Date: September 19, 2023
Subject: Mid-Autumn Festival
Prepared by: Manny A. Hernandez, Parks & Recreation Director
Initiated by: Staff
Attachment(s): A. Mid-Autumn Festival Event

Staff Recommendation

Receive update from Chinese Community Association and Staff and discuss Commission involvement.

Environmental Review:

Not applicable

Summary/Project Description:

The Mid-Autumn Festival, also known as the Moon Festival or Mooncake Festival, is a traditional festival celebrated in Chinese culture and it is also celebrated by many other Asian countries, such as Singapore, Malaysia, and the Philippines.

The history of the Mid-Autumn Festival dates back over 3,000 years. The festival is held on the 15th day of the 8th month of the Chinese lunisolar calendar with a full moon at night. Therefore, it symbolizes the family reunion and on this day all families will appreciate the Moon in the evening.

On this day, the Chinese believe that the Moon is at its brightest and fullest size, coinciding with harvest time in the middle of Autumn. Lanterns of all sizes and shapes are carried and displayed – symbolic beacons that light people's path to prosperity and good fortune. Mooncakes, a rich pastry typically filled with sweet-bean, egg yolk, meat or lotus-seed paste, are traditionally eaten during this festival.

Fiscal Impact:

None

Discussion/Analysis

Staff and the Chinese Community Association will provide an update on the program and the PARC Commission will have an opportunity to discuss involvement in the event.

Proposal for 2023 Great Los Altos Chinese Community Moon Festival

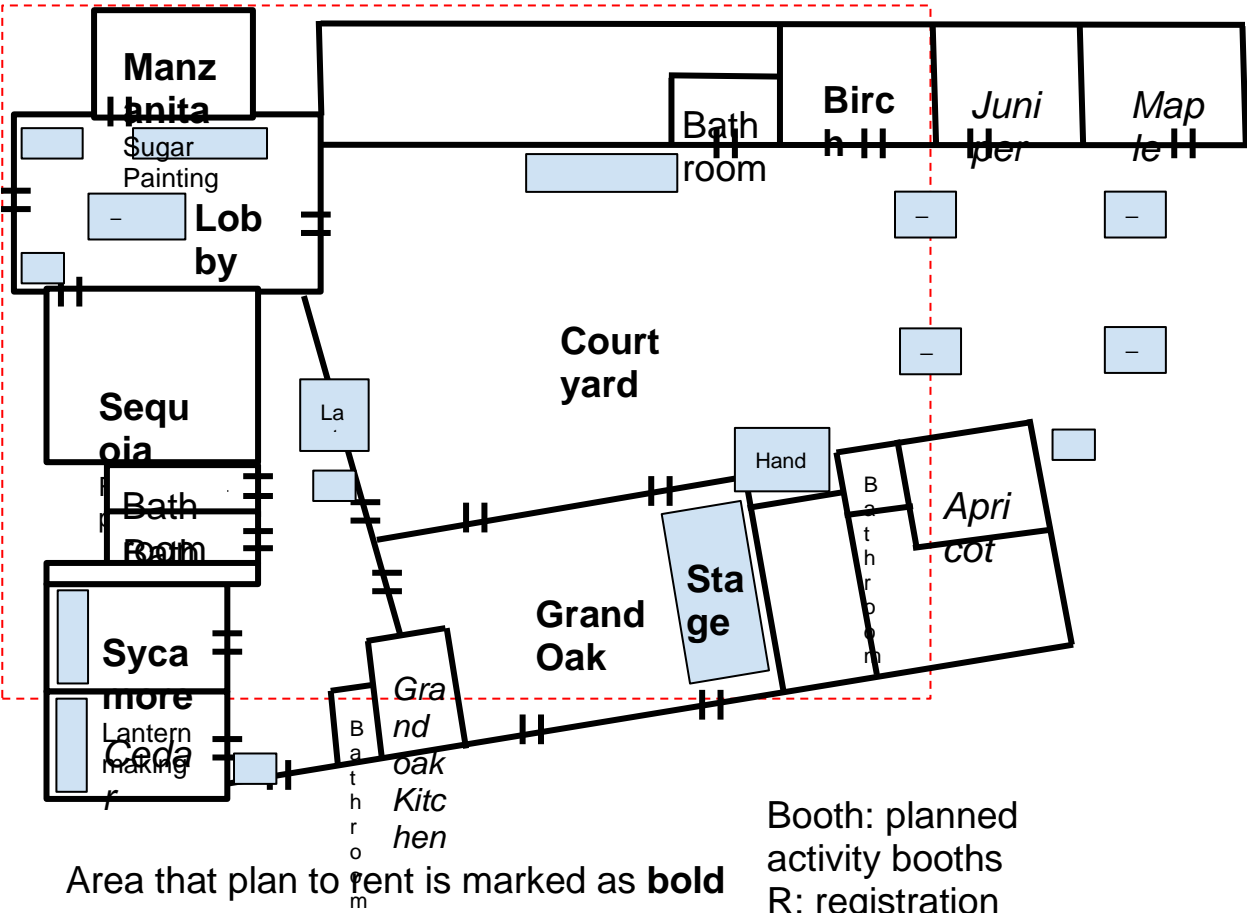
Date and Time

Date: October 15th, 2023 (Reserved, 29th is the official Moon Festival)

Time: 1-4:30pm (12-1pm setup, 4:30pm-6pm cleanup)

Capacity: 2k

Venue (Los Altos Community Center)



Booth: planned activity booths
 R: registration desk
 S: sponsor desk

Proposed area to rent

- Lobby (\$50)
- Sequoia (\$50)

- Sycamore (\$40)
- Birch (\$40)
- Grand Oak (\$125)
- Courtyard (\$25)
- Manzanita (\$40)

The total would be \$370 per hour, propose to rent from 12pm-6pm

* 1.5X if we use extra hour

Detailed Planning

Planning sheet: [2023 Great Los Altos Chinese Community Moon Festival Planning sheet](#)

Registration desk X 3

Marked as R on the map, at the 3 main entrances of the community center

Function

- Setup pre-registration plan
- Pre-registration form distribution
- During the event: distribute brochures (with Activity Map, Stage Performance Program, and Sponsor pages, liability waiver), distribute wristbands & count the number of participants, and provide small gifts like balloons for kids or for paid registrants.

Sponsors' desk up to 4

Marked as S on the map

Sponsor level and benefit

[2023 Great Los Altos Moon Festival Sponsorship & Benefits](#)

Potential sponsors sign up sheet

Please help with connecting potential sponsors and fill the spreadsheet here [2023 Great Los Altos Moon Festival Sponsorship Signup](#)

Booth

Proposed activities together with estimated cost (purchase + shipping) and memo

Category	Name	Cost for 1.5k	Note
Crafts	Sugar painting (Manz)	\$600	9 tables 27 chairs most (1 desk 2 chairs for sponsor, 4 chairs for volunteers, capacity 20 players), 25 sets of painting kits + 1500 sugar

			canes
	Fan Painting (Sequo)	\$1200	10 tables and 48 chairs most (1 table 2 chairs for sponsor, 4 chairs for volunteers, capacity 8 table with 42 chairs), 500 fan with paint +1000 painted fans for distribution
	Lantern make (Syca)	\$1800	Square shaped desks 10 and 32 chairs (1 desk 2 chairs for sponsor, 2 chairs for v, capacity 28),
Game (courtyard)	Shuttlecock Jianzi kicking	\$20	Middle of the courtyard, 1 desk combines both activities, 2 volunteers
	Basketball game	0	From Neighbour
	Throw pot 投壶	\$150	2 volunteers
Special guest	Face painting (Lob)	\$200	For student volunteers
Display	Handmade hair pin	0	Silicon Valley Hanfu Club
Functional	Drink and Mooncake stand (Lob), milktea		Prepare limited types of drink and food for sale , such as water, coke, diet coke, and mooncakes
	Decoration	\$200	Lantern wall
	Registration	\$200	Price is for balloons and wristbands for distribute

Stage Performance @Grand Oak

Stage rental \$2000, stage background printing \$2000

Stage performance time 1:30-4:30pm

We can prepare a 1-1.5 hour (~12 programs) traditional Chinese culture show and performs two times

If we have enough funding, invite 5 guest performances with high quality to level up (1-2k) including 2 professional instruments, 2 high quality dance or performing groups, 1 kungfu show

Proposed programs (**Feel free to recommend more**):

- Hanfu show (Silicon Valley Hanfu Club: <https://www.bilibili.com/video/BV1K8411u7Ey/>)
- Chinese dance (Googirl: [2022 Googirl Dance Showcase - 梦回江宁](#), [2022 Googirl Dance Showcase - 亚丽古娜](#), [2022 Googirl Dance Showcase - 桃花影落](#))

- Traditional instrument Pipa (Zhuxi Wang: [【竹夕琵琶】《天行九歌·十面埋伏》Pipa cover 『Ambushed from All Sides』 by 王竹夕 Zhuxi Wang](#))

Lantern Decoration Wall

Decorate the wall right of Sequoia with lanterns, so that the audiences could take photos. Only use **blue paint tape** to stick to the wall. Sample effect pictures from Google:



Room Birch

This area will be used as our storage room for food, beverage, and all extra materials. Can also serve as a lounge for volunteers and performers to take some rest.

Income and Cost Estimation

Rough income estimation

Source	Income
From Cash Sponsors	10k
From drink and mooncake stand sale	1k
From fast pass ticket sale	3k
From Los Altos City if willing to Co-sponsor the event	2.5k as the venue rental free of charge
From Santa Clara County	3k-4k (not confirmed yet)
Total	16-19k

Rough cost estimation

See [2023 Great Los Altos Chinese Community Moon Festival Planning sheet](#) for detailed cost estimation

Item	Cost
Community center rental	\$2500
Everything for all the activities including shipping	\$5500
Lantern wall	\$500
Water and food for volunteers and performers, and for sale	\$2000-4000
Brochures printing	\$1000
Stage backset printing	
Invite guest performance	\$2000
Stage rental	\$2000-3000
Total	15-18k

Advertising

Moon festival intro

The Mid-Autumn Festival, also known as the Moon Festival or Mooncake Festival, is a traditional festival celebrated in Chinese culture and it is also celebrated by many other Asian countries, such as Singapore, Malaysia, and the Philippines.

The history of the Mid-Autumn Festival dates back over 3,000 years. The festival is held on the 15th day of the 8th month of the Chinese lunisolar calendar with a full moon at night. Therefore, it symbolizes the family reunion and on this day, all families will appreciate the Moon in the evening.

On this day, the Chinese believe that the Moon is at its brightest and fullest size, coinciding with harvest time in the middle of Autumn. Lanterns of all sizes and shapes are carried and displayed – symbolic beacons that light people's path to prosperity and good fortune. Mooncakes, a rich pastry typically filled with sweet-bean, egg yolk, meat or lotus-seed paste, are traditionally eaten during this festival.

Flyers and brochure from city

City commission: might be interested in volunteering

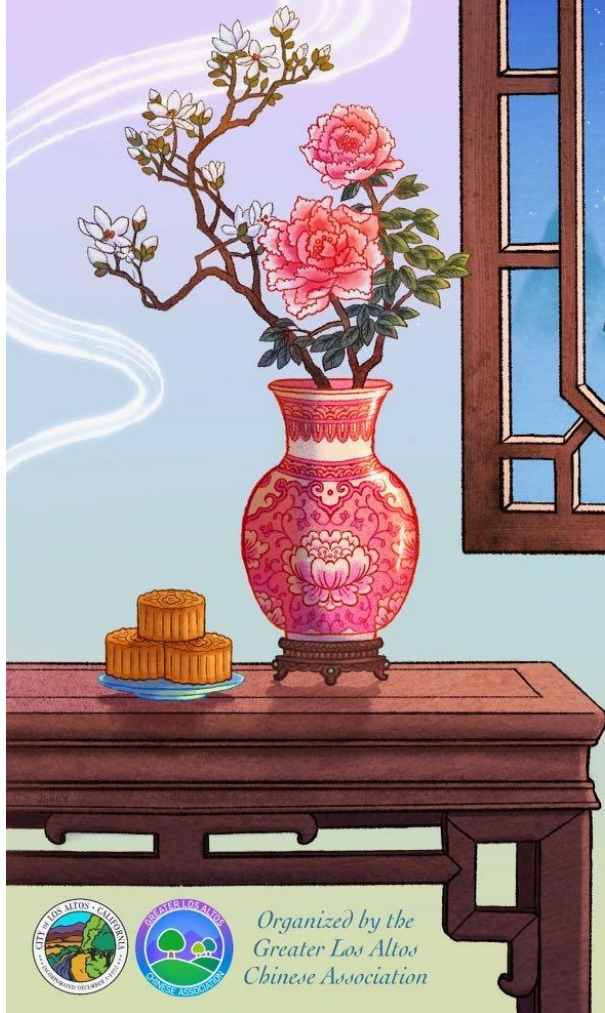
Performing group

Sponsorship

Los Altos Mid-Autumn Festival



Free Entry



October 15
Sunday, 1-4 PM

Los Altos Community Center
97 Hillview Avenue
Los Altos, CA 94022



Organized by the
Greater Los Altos
Chinese Association



**PARKS, ARTS, RECREATION AND CULTURAL COMMISSION
AGENDA REPORT**

Meeting Date: September 19, 2023

Subject: Halloween Movie Night

Prepared by: Manny A. Hernandez, Parks & Recreation Director

Initiated by: Staff

Attachment(s): A. Halloween Movie Night Draft Flyer

Staff Recommendation

Staff recommends the Commission make the final decision what movie to play at the Halloween Movie Night by choosing from the list provided.

Environmental Review:

Not applicable

Summary/Project Description:

The Los Altos Parks and Recreation Department, with assistance from the PARC Commission, will be hosting the annual Halloween Movie Night on Saturday, October 21st at the Grant Park Soccer Field (1575 Holt Avenue, Los Altos, CA 94024). The movie will begin at 7pm. Past Halloween movie nights have been successful with as many as 120 people attending. In the past the PARC has taken the opportunity to participate or assist in some way with the event, including choosing the movie. The public is advised to bring their own chairs and blankets for the event, and we encourage walking, biking, or carpooling due to the limited parking that’s available. Popcorn and small goodies will be provided to those who attend. Please feel free to reach out to Will Hanel (whanel@losaltosca.gov), Chris Knopf (cknopf@losaltosca.gov) or Bridget Matheson (bmatheson@losaltosca.gov) with any questions or concerns regarding the event.

Fiscal Impact:

None

Discussion/Analysis

The Commission will discuss details of the 2023 event in order to provide staff with the selection of the movie, chosen from the list below.

Hocus Pocus – PG (95 minutes)

Ghostbusters (original) – PG (105 minutes)



Subject: Title

Hotel Transylvania – PG (91 minutes)

Scooby Doo – PG (87 minutes)

Maleficent – PG (97 minutes)

City of Los Altos

Agenda Item 4.

Parks & Recreation Department

HALLOWEEN MOVIE NIGHT

CO-SPONSORED BY THE FRIENDS OF THE LIBRARY

FEATURING

Saturday, October 21 • 7PM

Grant Park Soccer Field

1575 Holt Avenue

FREE ADMISSION

Please Bring Your Own Chairs and Blankets

Parking is Limited:
Consider Walking, Biking, or Carpooling

Questions?

Call (650) 947-2790

or email rec-info@losaltosca.gov





**PARKS, ARTS, RECREATION AND CULTURAL COMMISSION
AGENDA REPORT**

Meeting Date: September 19, 2023

Subject: Pop-Up Activities

Prepared by: Manny A. Hernandez, Parks & Recreation Director

Initiated by: Staff

Attachment(s): None

Staff Recommendation

Discuss PARC Commissioner coordinated pop-up activities and how they will be scheduled and administered.

Environmental Review:

Not applicable

Summary/Project Description:

The former Parks & Recreation and Public Arts Commissions coordinated pop-up events independently. For the Parks & Recreation Commission pop-up events focused on the following.

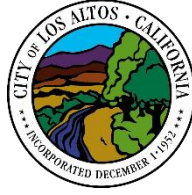
- Serve all age groups with age-targeted activities
- One-session events
- Utilization of Commissioner skills and bandwidth
- Access outside bandwidth or expertise when needed
- Manage budgetary impact (seek sponsorships)
- Simplify participant registration requirements

Fiscal Impact:

None

Discussion/Analysis

Now that the two commissions have come together, the new PARC commission will discuss future plans for pop-up events in the coming year and how they will be managed with the requirement of staying under 50% of the number of commissioners appointed to the PARC.



AGENDA REPORT SUMMARY

Meeting Date: September 12, 2023
Subject Potential Gateway Sculptures
Prepared by: Jon Maginot, Assistant City Manager
Approved by: Gabriel Engeland, City Manager

Attachment(s):
 1. Proposed gateway sculptures by Matthew Duffy
 2. Proposed locations for sculptures

Initiated by:
 Public Arts Commission

Previous Council Consideration:
 None

Fiscal Impact:
 Each of the proposed sculptures costs approximately \$20k - \$25k. There are sufficient funds in the Annual Public Arts Project CIP (CD-01003). These funds are Public Art Funds.

Environmental Review:
 Not applicable

Policy Question(s) for Council Consideration:

- Does the Council wish to approve the purchase and placement of sculptures by artist Matthew Duffy at three locations within the City?

Summary:

- The Public Arts Commission has recommended the purchase and installation of three sculptures for placement at gateway locations within the City
- The three proposed locations do not have the City’s standard granite entry markers

Staff Recommendation:
 Consider the Public Arts Commission recommendation to purchase and place three sculptures by artist Matthew Duffy at locations within the City

City Manager	Reviewed By:	City Attorney	Finance Director
<u>GE</u>		<u>JH</u>	<u>JD</u>



Subject: Potential Gateway Sculptures

Purpose

To consider a proposal by the Public Arts Commission for the purchase and placement of three gateway sculptures

Background

Currently, the City has a number of granite markers at various entry points or gateways to the City. These markers are standard in size and have the words “Los Altos” written on them. Many of the markers have a tree planted in them.

One of the roles of the former Public Arts Commission (PAC) was to act in an advisory capacity to the City Council on matters pertaining to public arts programs sponsored by the City. One item on the former PAC’s work plan was to explore the possibility of gateway art sculptures.

On June 22, 2023, the PAC discussed an item regarding potential gateway art in the City. The Commission voted 5-1 to recommend that the City Council approve the purchase and placement of three sculptures by artist Matthew Duffy. The installation of these sculptures would be a deviation from the City’s standard granite markers that are located at various entrances to the City.

Discussion/Analysis

The sculptures “Low-Poly Open Heart (REDI)” (Attachment 1) measure 5’ x 5’ x 2.5’ and are proposed for three locations: Arboretum Drive/Grant Road, Main Street/First Street and Covington Road/Riverside Drive. The PAC recommends the use of Public Art Funds for the purchase of these sculptures. The cost of each sculpture would be approximately \$20k - \$25k plus any costs for transportation and installation, including construction of concrete pillars to support the sculptures.

The proposed locations do not have the City’s standard granite entry marker.

Recommendation

The staff recommends Council consider the proposal by the Public Arts Commission to purchase three sculptures for placement at entrances to the City.



**PARKS, ARTS, RECREATION AND CULTURAL COMMISSION
AGENDA REPORT**

Meeting Date: September 19, 2023

Subject: Gateway Art

Prepared by: Manny A. Hernandez, Parks & Recreation Director

Initiated by: Staff

Attachment(s): None

Staff Recommendation

Direction from City Council on Gateway Art recommendation

Environmental Review:

Not applicable

Summary/Project Description:

On September 12, 2023, City Council was presented with a recommendation from the previous Public Art Commission to consider the purchase of three sculptures for placement at entrances to the City.

The sculptures “Low-Poly Open Heart (REDI)” measure 5’ x 5’ x 2.5’ and were proposed for three locations: Arboretum Drive/Grant Road, Main Street/First Street and Covington Road/Riverside Drive. The PAC recommended the use of Public Art Funds for the purchase of these sculptures. The cost of each sculpture would be approximately \$20k - \$25k plus any costs for transportation and installation, including construction of concrete pillars to support the sculptures. The proposed locations do not have the City’s standard granite entry marker.

Fiscal Impact:

\$20k - \$25k plus any costs for transportation and installation from the Public Art Fund.

Discussion/Analysis

City Council did not approve the purchase as proposed but provided direction to the PARC to recommend a location to place one Low-Poly Open Heart sculpture. This recommended location should be in an “art deficient” area of the City.



"Low-Poly Open Heart (RED)" 2016. Hydro-Cut Aluminum Diamond Plate,
Tractor Paint. (AP) 5ft x 5ft x 2.5 ft.

Los Altos Parks, Arts, Recreation, and Cultural Commission presents a Call for Art!

We want your artwork that answers the question

*What Does Winter Mean
To Me?*

Deadline:
October 12, 2023

Artwork will be displayed at the Los Altos Community
Center

For more information go to: <https://>
<get a link and add it>





**PARKS, ARTS, RECREATION AND CULTURAL COMMISSION
AGENDA REPORT**

Meeting Date: September 19, 2023

Subject: Call for Art

Prepared by: Manny A. Hernandez, Parks & Recreation Director

Initiated by: PARC Commission

Attachment(s): A. Draft Call for Art – Council Chamber Stairs

Staff Recommendation

Staff recommends the PARC discuss draft Council Chamber stairs call for art and create a schedule for the Community Center call for art.

Environmental Review:

Not applicable

Summary/Project Description:

The PARC is recommending a call for art for the Council Chamber steps at City Hall and needs to create a schedule and process for the next call for art at the Community Center.

Fiscal Impact:

None

Discussion/Analysis

The PARC Commission has decided on the call for art project at the Council Chambers steps and should discuss creation of the call for art that is to put in the Café system. The PARC should also discuss the plan and schedule for the next Community Center call for art (Theme: What Does Winter Mean To Me?)

1. Compass Turtle – Grant Park Lane/Holt Avenue – existing concrete pad – 72” x 72”x 18” – weight unknown **INSTALLED**.
 - a. Schedule Installation
 - b. W-9
 - c. Loan Agreement
 - d. Send Stipend
 - e. Plaque

2. Seasonal Rotation – Los Altos Ave/Edith Ave – existing concrete pad – 72” x 60” x 60” – weight unknown **INSTALLED**
 - a. Schedule Installation
 - b. W-9
 - c. Loan Agreement
 - d. Send Stipend
 - e. Plaque

3. Bubbles – 127 First Street – existing concrete pad – 48” x 40” x 40” – weight unknown **NOT TO BE INSTALLED**
 - a. Schedule Installation
 - b. W-9
 - c. Loan Agreement
 - d. Send Stipend
 - e. Plaque

4. Vortex – 197 First Street – existing concrete pad – 88” x 66” x 38” – 300 pounds **INSTALLED**
 - a. Schedule Installation
 - b. W-9
 - c. Loan Agreement
 - d. Send Stipend
 - e. Plaque

5. Joyful Rhythms – Rosita Park – existing concrete pad – 72” x 72” x 36” – weight unknown **INSTALLED**
 - a. Schedule Installation
 - b. W-9
 - c. Loan Agreement
 - d. Send Stipend
 - e. Plaque

6. Sea Turtle – Heritage Oaks Park - ??? – 14” x 48” x 48” – weight unknown **INSTALLED**
 - a. Confirm exact location with subcommittee
 - b. Concrete pad needed?
 - c. Schedule Installation
 - d. W-9
 - e. Loan Agreement
 - f. Send Stipend
 - g. Plaque

7. Dancing Birds – Lincoln Park (where Bird is located) – existing concrete pad – 72” x 48” x 36” – weight unknown **WAITING FOR ARTIST TO MOVE** (ALTERNATE LOCATION)
 - a. Deinstallation of Bird – Awaiting artist
 - b. Schedule Installation
 - c. W-9
 - d. Loan Agreement
 - e. Send Stipend
 - f. Plaque

8. Capital ART – Third Street??? – existing concrete pad – 120” x 75” x 65” – weight unknown
 - a. Meet with staff to confirm final location ok **UNKNOWN**

9. Tolling of the Bell – Loyola Fire Station – existing concrete pad – 76” x 13” x 26” – weight unknown **UNKNOWN**
 - a. Confirm with Fire Chief
 - b. Waiting on Commission for final location

10. Butterflies in the Park - ?????
 - a. Waiting on Commission for final location **LAYC???**

11. Magnify (Seese) – Grant Park – **need concrete pad** – 84”H x 36”W x 2”D – weight unknown
 - a. Waiting on Commission for final location
 - b. Schedule Installation
 - c. W-9
 - d. Loan Agreement
 - e. Send Stipend
 - f. Plaque

Cash as of 9/11/2023

	FUND 00021	Project #
	Public Art Fund	
Cash	512,626.58	
AP	(1,500.00)	
Transfer Out (FY23 Exp)	(67,495.54)	CD01003
Transfer Out (FY23 Exp)	(10,000.00)	CD01009
Transfer Out (FY24 Exp)	(13,510.00)	CD01003
FY24 Ending Cash Balance	420,121.04	

Account Balance Inquiry

Ledger: Fiscal Year: Level:

Transaction Filter

Start Date: End Date: Low Amount:

Results

<input checked="" type="checkbox"/>	Org Key	Object	Description	Budget	Fiscal Year Actual	Encumbrance	Available
	00021	1000	Public Art Fund / Claim On Cash	0.00	512,626.58	0.00	-512,626.58
	00021	2000	Public Art Fund / Accounts Payabl	0.00	1,500.00	0.00	-1,500.00
	00021	3000	Public Art Fund / Fund Balance	0.00	498,290.45	0.00	-498,290.45
	00021	4772	Public Art Fund / Public Art Fee	100,000.00	14,390.00	0.00	85,610.00
	00021	5722	Public Art Fund / Misc-Decoration	130,000.00	1,553.87	0.00	128,446.13
	00021	9062	Public Art Fund / TF Out - CIP	50,000.00	0.00	0.00	50,000.00

	FUND 00027	Project #
	In-Lieu Park Funds	
Cash	8,262,487.69	
AP	-	
Transfer Out (FY23 Exp)	(986.00)	CF01017
Transfer Out (FY23 Exp)	(3,599.69)	CF01025
Transfer Out (FY23 Exp)	(38,092.14)	CF01031
Transfer Out (FY23)	(171,875.00)	GO Bond
Transfer Out (FY23)	(622,090.00)	LACC
Transfer Out (FY24)	(6,738.00)	
FY24 Ending Cash Balance	7,419,106.86	

Account Balance Inquiry

Ledger: Fiscal Year:

Transaction Filter

Start Date: End Date:

Results

<input checked="" type="checkbox"/>	Org Key	Object	Description
	00027	1000	In-Lieu Parklan / Claim On C
	00027	1022	In-Lieu Parklan / LAIF - City
	00027	1027	In-Lieu Parklan / Invest FMV
	00027	1270	In-Lieu Parklan / Interest Rec
	00027	2000	In-Lieu Parklan / Accounts P
	00027	3000	In-Lieu Parklan / Fund Balan
	00027	3021	In-Lieu Parklan / FB-FMV
	00027	4300	In-Lieu Parklan / Interest Inco
	00027	4305	In-Lieu Parklan / Portfolio Inc
	00027	4310	In-Lieu Parklan / Unrealized

Year: Level:

Date: Low Amount:

Account Balance Inquiry

Ledger: Fiscal Year:

Transaction Filter

Start Date: End Date:

	Budget	Fiscal Year Actual	Encumbrance	Available
Cash	0.00	8,262,487.69	0.00	-8,262,487.69
	0.00	0.00	0.00	0.00
	0.00	14,982.06	0.00	-14,982.06
Acc	0.00	0.00	0.00	0.00
Payabl	0.00	0.00	0.00	0.00
Pre	0.00	8,671,789.20	0.00	-8,671,789.20
	0.00	0.00	0.00	0.00
Income	0.00	76,874.09	0.00	-76,874.09
Com	0.00	1,271.46	0.00	-1,271.46
G/L	0.00	0.00	0.00	0.00

Results

<input checked="" type="checkbox"/>	Org Key	Object	Description
	00027	4770	In-Lieu Parklan / In Lieu Park Ln
	00027	5270	In-Lieu Parklan / Profess Service
	00027	6300	In-Lieu Parklan / Approved CIP
	00027	6318	In-Lieu Parklan / Approv CIP 17/1
	00027	6321	In-Lieu Parklan / Apprv CIP 20-21
	00027	9001	In-Lieu Parklan / TF Out - Gen Fn
	00027	9062	In-Lieu Parklan / TF Out - CIP 1
	00027	9073	In-Lieu Parklan / TF Out - GO Bon
	00027	9074	In-Lieu Parklan / TF Out - LACC

[Grey header bar]

2023 ▼ Level: OB

FUND ▼ GAFR ▼

MCAT ▼ SCAT ▼

MM/DD/YYYY [Calendar icon] Low Amount: [Input field]

[Grey header bar]

Budget	Fiscal Year Actual	Encumbrance	Availabl
927,200.00	321,500.00	0.00	605,700.00
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00
0.00	0.00	27,325.00	-27,325.00
0.00	0.00	0.00	0.00
1,050,000.00	0.00	0.00	1,050,000.00
171,875.00	171,875.00	0.00	0.00
622,090.00	622,090.00	0.00	0.00

[Progress bar]



**Los Altos Community Center
97 Hillview Avenue
Los Altos, California 94022-3087**

MEMORANDUM

DATE: September 15, 2023
TO: Parks, Arts, Recreation, & Cultural Commission
FROM: Casey Jensen-Richardson, Administrative Support to Parks, Arts, Recreation, & Cultural Commission
SUBJECT: 2023 Parks, Arts, Recreation, & Cultural Commission Meeting Schedule and City Council Meeting Assignments

2023 Parks, Arts, Recreation, & Cultural Commission - Tuesday Meeting Dates at 6:30 pm:

September 19
October 17
November 21

2023 Council Meeting Attendance Schedule

Listed below are the City Council meetings from now – December 12, 2023, adopted by Council on December 13, 2022. Commissioners are assigned to attend City Council meetings if the agenda includes an item or items that are of interest to the Parks and Recreation Commission.

If you have a known conflict with a City Council meeting you are assigned and PARC attendance is required, please either converse with the staff liaison (Manny Hernandez, Parks & Recreation Director) to confirm that he can attend the meeting or arrange a swap with another Commissioner and notify the liaison of the change.



COUNCIL MEETING DATE	COMMISSIONER
September 26, 2023	Terri Couture
October 10, 2023	Cyndie Wang
October 24, 2023	Dana Tasic
November 14, 2023	Jeanine Valadez
November 28, 2023	Janet Corrigan
December 12, 2023	Teresa Morris

There may be additional special Council meetings or study sessions which address items of interest to this Commission. Those will be scheduled subsequently as the agendas are developed and posted.

Please note: If/when the member composition of the Parks, Arts, Recreation, & Cultural commission changes, this list will be rewritten for all subsequent meetings.