



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

6:30 PM - Tuesday, January 16, 2024

*Sequoia Room, Los Altos Community Center 97
Hillview Avenue, Los Altos, CA*

Please Note: The Parks, Arts, Recreation, and Cultural Commission will meet in person as well as via Telephone/Video Conference

Members of the Public may observe the Parks, Arts, Recreation, and Cultural Commission meeting at

[https://losaltosca-
gov.zoom.us/j/89325369542?pwd=eOFk2afuYqchHkCn5gPX2g9uNUg7yw.o9lvCPA1T6oN0kdA](https://losaltosca.gov.zoom.us/j/89325369542?pwd=eOFk2afuYqchHkCn5gPX2g9uNUg7yw.o9lvCPA1T6oN0kdA)

Webinar ID: 893 2536 9542 / Passcode: 886120

TO PARTICIPATE IN THE MEETING - Members of the public **MUST BE IN ATTENDANCE AT THE MEETING TO PARTICIPATE.**

Public testimony will be taken at the direction of the Chair and members of the public may only comment during times allotted for public comments. Once called to speak, speakers will be asked to state their name and place of residence. Providing this information is optional.

TO SUBMIT WRITTEN COMMENTS, prior to the meeting, on matters listed on the agenda email parcpubliccomment@losaltosca.gov with the subject line in the following format:

PUBLIC COMMENT AGENDA ITEM ## - MEETING DATE.

Emails sent to the above email address are sent to/received immediately by the Parks, Arts, Recreation, and Cultural Commission. Correspondence submitted in hard copy/paper must be received by 2:00 p.m. on the day of the meeting to ensure it can be distributed prior to the meeting. Correspondence received prior to the meeting will be included in the public record.

CALL MEETING TO ORDER

ESTABLISH QUORUM

PLEDGE OF ALLEGIANCE

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

- 1. Call for Art Review:** Review and select submitted art pieces for the Community Center Art Gallery
- 2. Work Plan:** Review previous Parks & Recreation and Public Art Commission's work plans and create Parks, Arts, Recreation, and Cultural Commission work plan for 2024
- 3. Commission Joint Meeting Preparation:** Topics for discussion with Council, including past year accomplishments, for joint meeting scheduled for February 13

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

- 4. Future Agenda Items**
 - a. Redwood Grove pathway
 - b. Museum oak tree replacement
 - c. Art Tours
 - d. Bendigo & Green Oaks city property
 - e. Park in Lieu/Art Fund presentation with Finance/Public Works

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
AGENDA REPORT**

Meeting Date: January 16, 2024

Subject: Call for Art Review – Community Center Gallery

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

Initiated by: Staff

Attachment(s): Call for Art – Community Center Gallery

Staff Recommendation

Provide input and select art to be hung in the Los Altos Community Center Gallery

Environmental Review:

Not applicable

Summary/Project Description:

The City of Los Altos has an art gallery in the hall of the Community Center that public art is displayed at. The PARC has requested a Call for Art for the Art Gallery. Through the online “Café” art submission system, 61 submissions for the theme “What Winter Means to Me” have been narrowed down to what will be presented to the commission tonight for discussion and selection. The final number of selections depends on the size of the pieces.

Fiscal Impact:

None

Discussion/Analysis

Discuss the Call for Art submissions and select the pieces that will be hung at the Community Center Gallery.



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

Meeting Date: January 16, 2024

Subject: 2024 PARC Work Plan Preparation

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

Initiated by: Staff

Attachment(s): None

Staff Recommendation

Review and discuss ideas for the 2024 Commission Work Plan. Approve Work Plan for discussion with City Council at the February 13 meeting.

Environmental Review:

Not applicable

Summary/Project Description:

The Parks, Arts, Recreation and Culture Commission is charged with creating an annual Work Plan that guides the work of the Commission for the term year. This is shared with the City Council at the annual joint Council/Commission meeting.

Workplan Discussion Topics:

- Call for Art (3)
- Art maintenance schedule and inventory
- Art engagement events
- Recreation Pop-ups
- Art brochure
- Parks inclusivity
- Community education – webinar
- Community garden
- Dog park activation
- Public process
- Lincoln Park activation
- Rooftop public park
- Parks Master Plan
- Cultural Art and Programming



Subject: Title

Fiscal Impact:

None

Discussion/Analysis

Review and discuss ideas for the 2024 Commission Work Plan. Approve Work Plan for discussion with City Council at the February 13 meeting.

Attachments:

- A. Parks and Recreation 2023 Work Plan
- B. Public Arts 2022 Work Plan.

DRAFT

PARKS AND RECREATION COMMISSION
FY 2022-23 (May 2022 to May 2023) WORK PLAN

March 16, 2022

GOAL	PROJECTS	ASSIGNMENTS	TARGET DATE	CITY PRIORITY RELATED TO	STATUS
Increase Park, Facilities and Recreation Program Participation	Community Outreach	PARC representation at City and community special events (Farmers Market, etc.) (All)	Ongoing	Community Engagement	
	Community Events	Work with staff and partners to plan new multicultural events Subcommittee:	Ongoing	Community Engagement	
	Performing Arts	Work with staff to schedule performing arts in various parks and facilities Subcommittee:	Ongoing	Community Engagement	
	Naturescape Ribbon Cutting	Attend Ribbon-Cutting Ceremony (All)	Fall 2022	Asset Mgt, Community Engagement	Design/ Construction Phase
	Scholarship Program	Work with staff to recommend a Scholarship Program for Residents Subcommittee:	April 2023	Community Engagement	
	JEDI Initiatives	Work with staff to recommend JEDI Principles for Recreation Programs and Services Subcommittee:	April 2023	Community Engagement	
	Sponsorship Program	Work with staff to recommend a Sponsorship Program for Summer Concerts/events Subcommittee:	April 2023	Community Engagement	

GOAL	PROJECTS	ASSIGNMENTS	TARGET DATE	CITY PRIORITY RELATED TO	STATUS
Facilitate Public Process for Capital Improvement Projects	Hillview Dog Park Public Process	Work with staff to get public input on design by consultant Subcommittee:	April 2023	Asset Management	
	Shoup Park Playground	Work with staff to get public input on design by consultant (ADA features, surface & shade) Subcommittee:	April 2023	Asset Management	

Los Altos Public Arts Commission

Work Plan 2021 to 2022

Key Objective	Impact	Deliverables	Status	Leadership
Community Outreach	Continue increasing community involvement in the arts through educational programs and art events	<ul style="list-style-type: none"> • Continuing search for opportunities for community involvement programs <ul style="list-style-type: none"> ○ Everyone is an Artist ○ Hometown Haiku 	Everyone is an Artist; Hometown Haiku; Kindness Rock Painting event; Every Child is an Artist; Screen printing at Farmers’ Market	All Commission
		<ul style="list-style-type: none"> • Establish Community Arts Council 	Meetings held first part of 2022	Los Altos Arts Task Force subcommittee
		<ul style="list-style-type: none"> • Partnership Grant Program—Call for Art <ul style="list-style-type: none"> ○ Develop process/program 	Tabled to January 2023	Arts Outreach Subcommittee
		<ul style="list-style-type: none"> • PR outreach: Work with City PR support for communications outreach <ul style="list-style-type: none"> ○ Local media briefings / social media postings 	Ongoing	Arts Outreach Subcommittee
Expand existing Public Arts “footprint”	Establish Los Altos as a “Destination” for experiencing public art	<ul style="list-style-type: none"> • Walking and Bike Tour of Business District Sculpture: Planned tours, flyer, promotion <ul style="list-style-type: none"> ○ Create / update Sculpture walking tour map and brochure 	2022 – Brochure created	New Art Sub-Committee
		<ul style="list-style-type: none"> • Explore the possibility of Gateway art sculptures 	Ongoing	New Art Sub-Committee
		<ul style="list-style-type: none"> • Call for Public Art (Art Without Walls) 	Call issued; entries submitted October 2022 – under review	New Art Sub-Committee
		<ul style="list-style-type: none"> • Discuss potential relocation of artworks 	Ongoing	New Art Sub-Committee
Key Objective	Impact	Deliverables	Status	Leadership
		<ul style="list-style-type: none"> • Website updated with new sculpture 	Ongoing	Conservation /

Art Conservation and Stewardship	Key Artist Contact(s) to ensure a positive, end-to-end experience with our City's Art Programs	information		Stewardship Sub-Committee
		<ul style="list-style-type: none"> Work with Staff to manage loaned sculpture insurance and loan period extensions. <ul style="list-style-type: none"> Research, establish and document current values of City-owned sculptures 	Ongoing	Conservation / Stewardship Sub-Committee
		<ul style="list-style-type: none"> Explore restoration possibilities for various City-owned artworks 	Ongoing; Restoration of Zooscapes and Magic Fish approved	Conservation / Stewardship Sub-Committee
		<ul style="list-style-type: none"> Monitor, recommend and document actions for loaned and City-owned outdoor sculptures (including required maintenance and conservation). <ul style="list-style-type: none"> Evaluate lessons learned from placement of sculptures 	Ongoing	Conservation / Stewardship Sub-Committee
		<ul style="list-style-type: none"> Update art loan agreement: <ol style="list-style-type: none"> Report on the best practices of other Cities re loan programs. Artist needs to provide proof of insurance through the life of the art loan (<i>check with staff on this</i>). 	Ongoing	Conservation / Stewardship Sub-Committee
		<ul style="list-style-type: none"> Catalog all art in public spaces (City and private) 		
Key Objective	Impact	Deliverables	Status	Leadership
Manage Los Altos Community Center & Council Chamber Arts Programs	Implement ongoing visual Arts exhibits that enhance Community spaces	<ul style="list-style-type: none"> Community Center Art Gallery: Complete two calls for CC Art 	March 2022 & September 2022	Community Center Subcommittee
		<ul style="list-style-type: none"> Mural Video "docent" presentation 	In Progress, ETD: Feb. 2023	Community Center Subcommittee
		<ul style="list-style-type: none"> Commission Program Signage 	Banner made; Brochure created 2022	Community Center Subcommittee

		<ul style="list-style-type: none">• Art for the City Council Chamber: establish ongoing art displays that change regularly	Ongoing—starts upon completion of Council Chambers construction	Community Center Subcommittee
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**PARKS, ARTS, RECREATION AND CULTURAL COMMISSION
AGENDA REPORT**

Meeting Date: January 16, 2024

Subject: Preparation for Commission/Council Joint Meeting

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

Initiated by: Staff

Attachment(s): None

Staff Recommendation

Discuss topics and previous year accomplishments to be shared at the joint meeting with Council that is scheduled for February 13, 2024.

Environmental Review:

Not applicable

Summary/Project Description:

In preparation for the February 13 Joint Meeting with City Council, the Commission will go over items for discussion, including accomplishments in the previous year.

Fiscal Impact:

None

Discussion/Analysis

Discuss topics and previous year accomplishments to be shared at the joint meeting with Council that is scheduled for February 13, 2024.