

PARKS & RECREATION COMMISSION MEETING AGENDA

7:00 PM - Wednesday, May 11, 2022

Remote Meeting

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://webinar.ringcentral.com/j/1493494979>

TO PARTICIPATE VIA THE LINK ABOVE - Members of the public will need to have a working microphone on their device and **must have the latest version of RingCentral available at this link:** <http://www.ringcentral.com/download.html>. To request to speak please use the "Raise hand" feature located at the bottom of the screen.

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 and Recreation 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. **Minutes:** Approve minutes of the Regular Meeting of April 13, 2022
2. **Pop-Up Activities:** Receive information from the Public Arts Commission Community Art Engagement Subcommittee. Provide input to the Pop-Up Activity Subcommittee on work with other commissions and participation from all members of the Parks and Recreation Commission based on special interests and skill sets.
3. **In-Person Commission Meetings:** Discuss comfort level of initiating future in-person commission meetings

INFORMATIONAL ITEMS

4. **Joint Meeting Feedback:** Discuss outcome of Special Joint Meeting with City Council on May 3, 2022

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

5. **Commissioner/Subcommittee Oral Reports**
6. **Staff Oral Report**
7. **Requests for Future Agenda Items:**
 - Joint Commission Meetings (Senior, Youth, Art, Environmental)
 - Communication Outreach
 - Park-in-Lieu Fund Report from Staff

ADJOURNMENT

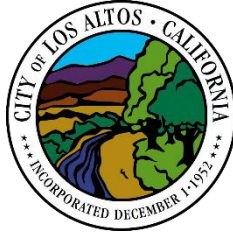
SPECIAL NOTICES TO PUBLIC

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 & RECREATION COMMISSION MINUTES

7:00 PM - Wednesday, April 13, 2022

Virtual Meeting

CALL MEETING TO ORDER

Chair Dailey called the meeting to order at 7:01pm

ESTABLISH QUORUM

PRESENT: Chair Dailey, Vice Chair Morris, Commissioners Yeh, Corrigan, Valadez, and Wang

ABSENT: None

PLEDGE OF ALLEGIANCE

1. Commission Reorganization

Submit nominations and appoint a Chair and Vice Chair for 2022/2023 term year

Public Comment: None

Action: Commissioner nominated Vice Chair Morris to serve as Chair of the Parks & Recreation Commission. Commissioner Corrigan seconded the nomination.

Approve: Dailey, Morris, Yeh, Corrigan, Valadez, and Wang.

Oppose: None.

Abstention: None.

Motion passed unanimously: 6-0-0.

Chair Morris nominated Commissioner Corrigan to serve as Vice Chair of the Parks & Recreation Commission. Commissioner Wang seconded the nomination.

Approve: Morris, Dailey, Yeh, Corrigan, Valadez, and Wang.

Oppose: None.

Abstention: None.

Motion passed unanimously: 6-0-0.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Citizen Dorit Perry spoke regarding outdoor Pickleball.

ITEMS FOR CONSIDERATION/ACTION**2. Minutes**

Approve minutes of the Special meeting of March 16, 2022

Public Comment: None

Action: Upon a motion by Commissioner Valadez, seconded by Commissioner Dailey, the Commission approved accepting the minutes of the meeting of March 16, 2022 with minor corrections.

Approve: Morris, Corrigan, Yeh, Valadez, Wang, and Dailey.

Oppose: None.

Abstention: None.

Motion passed unanimously: 6-0-0.

3. Dog Park Rules

Review proposed Dog Park Rules and forward input to staff for implementation

Public Comment: None

Action: None

4. Fiscal Year 2022/23 Work Plan

Finalize recommended FY 2022/23 Work Plan, subcommittees, and accomplishments to be presented to City Council at the annual Special Joint Meeting on May 3, 2022

Public Comment: None

Action: None

5. Subcommittee Guidelines

Review Subcommittee guidelines and recommend changes for the Parks and Recreation Commission

Public Comment: None

Action: Chair Morris moved that the Parks & Recreation Commission adjust the Subcommittee Guidelines as discussed (attached). Commissioner Valadez seconded the motion.

Approve: Morris, Corrigan, Yeh, Valadez, Wang, and Dailey.

Oppose: None.

Abstention: None.

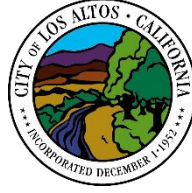
Motion passed unanimously: 6-0-0

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

- A. Commissioner Subcommittee Oral Reports
- B. Staff Oral Report
- C. Requests for Future Agenda Items
 - Special Joint Meeting with City Council (May 3, 2022)
 - Pop-Up Activities
 - Joint Commission Meetings (Senior, Youth, Art, Environmental)
 - Communication Outreach
 - Park-in-Lieu Fund Report from Staff

ADJOURNMENT

Chair Morris adjourned the meeting at 9:03pm



TO: Parks & Recreation Commission

FROM: Casey Jensen-Richardson, Commission Administrative Support

SUBJECT: Commission Subcommittee Guidelines (as updated on 4/13/2022)

1. Arrange to meet or connect monthly between regular Commission meetings.
2. Share organizational protocols and operating procedures with the full Commission during the Subcommittee Reports section of each regular Commission meeting, and
3. Formulate & share the scope and objectives of the Subcommittee in writing at the onset of the Subcommittee.
 - a. Share scope and objections with Staff and formulate a Project Plan that fits within the large Commission Work Plan.
4. Work with Staff, City Council, in accordance with the Parks & Recreation Commission work plan and staying within the charter of the Subcommittee while feeling encouraged to proactively brainstorm beyond current priorities to avoid gaps in progress.

Subcommittees (Source: Commissioner Handbook – Page 7)

A Commission may appoint special subcommittees, consisting of less than a majority of the body, to work on specific tasks. Subcommittees should be focused on one specific topic and should last no more than one year. These subcommittees are working bodies and may be responsible for generation of reports and analyses, which are reviewed by staff prior to distribution to the full Commission.



Los Altos Public Arts Commission

Proposal for Joint Community Engagement Event with Parks & Recreation Commission

Commissioners: Monica Waldman (Chair), **Hilary King** (Vice Chair),
Janet Corrigan, Jenna Moore, Terri Couture, Lucy Janjigian, Dana Tasic

Council Liaison: Mayor Anita Enander

Staff Liaison: Jon Maginot

Objective

Partner with Parks & Recreation Commission to host a community engagement event to promote public art and local parks while gathering input from residents to further the commissions' roles in advising the City Council and advancing the City's mission to "foster and maintain the City of Los Altos as a great place to live and to raise a family."



Los Altos Public Arts Commission

Background

Everyone is an Artist – March 19, 2022



Kindness Art Rocks – June 25, 2022



Rocks



in



Los Altos



Overview of Logistics

- Where: Grant Park
- When: 10 am – Noon
- Who: 25 people – 5 years old & up
- Cost: Free
- Publicity: City Manager Update
Social Media
Parks & Recreation Site?
- Reservations: TBD



“Henry” by Michael Eckerman, eckermanstudios.com

Discussion / Next Steps

- Any suggestions on how to enhance/improve this community engagement event?
- Would Parks & Recreation Commissioners like to help with set-up, facilitating event, & clean-up
- Anything else?

