



PARKS & RECREATION COMMISSION MEETING AGENDA

7:00 PM - Wednesday, November 09, 2022

***Community Meeting Chambers, Los Altos City Hall
1 North San Antonio Road, Los Altos, CA***

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

<https://losaltosca-gov.zoom.us/j/84377744586?pwd=SXZhZENreEE5eStQU1dtV3ZCWVArz09>

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 crichardson@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 the minutes of the Regular Meeting of October 12, 2022
2. **Dog Park Evaluation:** Discuss draft evaluation for McKenzie and Hillview Dog Parks
3. **Initial Timeline for Permanent Hillview Dog Park:** Staff will discuss the proposed timeline for the permanent dog park at Hillview and Commission work for the planning phase

INFORMATIONAL ITEMS

4. **In-Person Commission/ Council Meetings:** Staff will update the Commission on In-Person Commission/ Council Meetings

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

5. Commissioner/ Subcommittee Oral Reports

Community Events

Performing Arts

Scholarship

JEDI

Sponsorship

Dog Park Evaluation

Market Research

6. Staff Oral Reports

Recreation Programs

Playground shade structures

7. Requests for Future Agenda Items

Park In-Lieu Funds Update

Playground Music Feature (January 2023)

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 MEETING MINUTES**
7:00 PM - Wednesday, October 12, 2022
via teleconference, Zoom

CALL MEETING TO ORDER

Chair Morris called the meeting to order at 7:00pm

ESTABLISH QUORUM

Present: Chair Morris, Vice Chair Corrigan, Commissioners Valadez, Wang, and Yeh

Absent: Commissioner Dailey

PLEDGE OF ALLEGIANCE

COMMISSIONER YEH JOINED AT 7:02PM

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Community member Dorit Perry spoke to support continued pickleball implementation efforts.

ITEMS FOR CONSIDERATION/ACTION

1. Approve minutes of the Regular Meeting of September 14, 2022.

Public Comment: None.

Action: Upon a motion by Vice Chair Corrigan, which was seconded by Commissioner Wang, the Parks & Recreation Commission approved the Minutes of the September 14, 2022 meeting as written.

Approve: Morris, Corrigan, Valadez, and Wang.

Oppose: None.

Abstain: Yeh.

Motion approved: 4-0-1.

2. Discuss draft evaluation sheet for McKenzie and discuss use of Market Research system for Hillview.

Public Comment: None.

Action: Commissioner Valadez moved that the Parks & Recreation Commission form a Dog Park Evaluation Subcommittee. Vice Chair Corrigan seconded the motion.

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

Opposed: None.

Abstain: None.

Motion passed, unanimously: 5-0-0.

3. Discuss need for PARC meeting and if so, what format.

Public Comment: None.

Action: None.

INFORMATIONAL ITEMS

4. Receive oral report regarding progress of Naturescape installation at Redwood Grove.

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

- Park in Lieu Funds Update
- Playground Music Features (January 2023)

ADJOURNMENT

Chair Morris adjourned the meeting at 8:20pm



DATE: November 9, 2022
AGENDA ITEM #2

TO: Parks & Recreation Commission
FROM: Manny A. Hernandez, Parks & Recreation Director/Staff Liaison
SUBJECT: Dog Park Pilot Evaluation Implementation Plan

RECOMMENDATION:

The Commission will discuss the plan to evaluate the two dog parks at Hillview and McKenzie Parks and review the updated evaluation form draft

BACKGROUND & DISCUSSION

The week of June 27, 2022, the City of Los Altos opened two new fenced off-leash dog parks. As part of the approval of opening the dog parks at Hillview and McKenzie, the Parks & Recreation Department will evaluate the impacts of their installations and usage. In previous discussions, the Parks & Recreation Commission committed to assisting in these evaluations.

The Hillview Dog Park, currently located on the east end of the soccer field, is considered a temporary site that will eventually be relocated to the northwest end of the soccer field. The McKenzie Dog Park is located adjacent to the tennis courts and is currently considered a pilot. Evaluations of these new park amenities will be evaluated for decisions in the permanent site (Hillview) and viability within the park (McKenzie).

Parks & Recreation staff has put together a draft evaluation form to use in evaluating the dog park at McKenzie. This form is being proposed to be used in measuring important aspects of the affects of the installation of the Dog Park at that location. The initial draft was reviewed by the Commission at it's October meeting and updates were made from the input provided.

For the evaluation of needs at the Hillview dog park location, it is proposed that the Market Research team utilize the research software tool that was proposed by the sub-committee to the City. The sub-committee is currently in talks with City staff to finalize the purchase of that system for use.

Using the draft evaluation form, the Parks & Recreation Commission will discuss the evaluation points contained in it, as well as the format. There will also be discussion on the proposed evaluation schedule and the support schedule of the Commission.

Attachments: A -Draft Evaluation Form (2)

Park:

Name of Evaluator(s):

DECEMBER/JANUARY

DAY:	Mon	Tue	Wed	Thu	Fri	Sat	Sun
DATE:							
TIME:							
Available Parking Spaces							
Dogs/People							
Unattended Dog Waste (Y/N)							
DATE:							
TIME:							
Available Parking Spaces							
Dogs/People							
Unattended Dog Waste (Y/N)							

Unauthorized Off-Leash Use	Date/Day/Time	Dogs Off-Leash (Y/N)	Number of Dogs
McKenzie Park East			
Hillview Soccer/Baseball			
Shoup Park			
Rosita Park			
Lincoln Park			
Grant Park			
Heritage Oaks			

Park:

DECEMBER/JANUARY Comments/Notes:

Date:

Time:

Weather conditions (Circle all that apply)										
Clear	Cloudy	Rain	Windy	Temp: _____						
Surface condition (Grass and artificial turf)										
Dry										Wet
1	2	3	4	5	6	7	8	9	10	
Original										Degraded
1	2	3	4	5	6	7	8	9	10	
Clean										Dirty
1	2	3	4	5	6	7	8	9	10	
Barking /noise										
Quiet										Loud
0	1	2	3	4	5	6	7	8	9	10
Other (Notes of human behaviors such as following posted rules, etc.):										

Park:

Name of Evaluator(s):

MARCH/APRIL

DAY:	Mon	Tue	Wed	Thu	Fri	Sat	Sun
DATE:							
TIME:							
Available Parking Spaces							
Dogs/People							
Unattended Dog Waste (Y/N)							
DATE:							
TIME:							
Available Parking Spaces							
Dogs/People							
Unattended Dog Waste (Y/N)							

Unauthorized Off-Leash Use	Date/Day/Time	Dogs Off-Leash (Y/N)	Number of Dogs
McKenzie Park East			
Hillview Soccer/Baseball			
Shoup Park			
Rosita Park			
Lincoln Park			
Grant Park			
Heritage Oaks			

Park:

MARCH/APRIL Comments/Notes:

Date:

Time:

Weather conditions (Circle all that apply)										
Clear	Cloudy	Rain	Windy	Temp: _____						
Surface condition (Grass and artificial turf)										
Dry										Wet
1	2	3	4	5	6	7	8	9	10	
Original										Degraded
1	2	3	4	5	6	7	8	9	10	
Clean										Dirty
1	2	3	4	5	6	7	8	9	10	
Barking /noise										
Quiet										Loud
0	1	2	3	4	5	6	7	8	9	10
Other (Notes of human behaviors such as following posted rules, etc.):										

Park:

Name of Evaluator(s):

JUNE/JULY

DAY:	Mon	Tue	Wed	Thu	Fri	Sat	Sun
DATE:							
TIME:							
Available Parking Spaces							
Dogs/People							
Unattended Dog Waste (Y/N)							
DATE:							
TIME:							
Available Parking Spaces							
Dogs/People							
Unattended Dog Waste (Y/N)							

Unauthorized Off-Leash Use	Date/Day/Time	Dogs Off-Leash (Y/N)	Number of Dogs
McKenzie Park East			
Hillview Soccer/Baseball			
Shoup Park			
Rosita Park			
Lincoln Park			
Grant Park			
Heritage Oaks			

Park:

JUNE/JULY Comments/Notes:

Date:

Time:

Weather conditions (Circle all that apply)										
Clear	Cloudy	Rain	Windy	Temp: _____						
Surface condition (Grass and artificial turf)										
Dry										Wet
1	2	3	4	5	6	7	8	9	10	
Original										Degraded
1	2	3	4	5	6	7	8	9	10	
Clean										Dirty
1	2	3	4	5	6	7	8	9	10	
Barking /noise										
Quiet										Loud
0	1	2	3	4	5	6	7	8	9	10
Other (Notes of human behaviors such as following posted rules, etc.):										

Park:

Name of Evaluator(s):

SEPTEMBER/OCTOBER

DAY:	Mon	Tue	Wed	Thu	Fri	Sat	Sun
DATE:							
TIME:							
Available Parking Spaces							
Dogs/People							
Unattended Dog Waste (Y/N)							
DATE:							
TIME:							
Available Parking Spaces							
Dogs/People							
Unattended Dog Waste (Y/N)							

Unauthorized Off-Leash Use	Date/Day/Time	Dogs Off-Leash (Y/N)	Number of Dogs
McKenzie Park East			
Hillview Soccer/Baseball			
Shoup Park			
Rosita Park			
Lincoln Park			
Grant Park			
Heritage Oaks			

Park:

SEPTEMBER/OCTOBER Comments/Notes:

Date:

Time:

Weather conditions (Circle all that apply)										
Clear	Cloudy	Rain	Windy	Temp: _____						
Surface condition (Grass and artificial turf)										
Dry										Wet
1	2	3	4	5	6	7	8	9	10	
Original										Degraded
1	2	3	4	5	6	7	8	9	10	
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Barking /noise										
Quiet										Loud
0	1	2	3	4	5	6	7	8	9	10
Other (Notes of human behaviors such as following posted rules, etc.):										