

PARKS, ARTS, RECREATION, & CULTURAL COMMISSION AGENDA

6:30 PM - Tuesday, February 18, 2025

*Los Altos Community Center, Sequoia Room
97 Hillview Ave, Los Altos, CA 94022*

PARTICIPATION: Members of the public may participate by being present at the Los Altos Community Center, Sequoia Room, 97 Hillview Ave, Los Altos, CA 94022. Public comment is accepted in person at the physical meeting location, or via email to PARCPublicComment@losaltosca.gov.

RULES FOR CONDUCT: Pursuant to Los Altos Municipal Code, Section 2.05.010 "Interruptions and rules for conduct" Understanding that the purpose of the city council meetings is to conduct the people's business for the benefit of all the people, in the event that any meeting of the city council is willfully interrupted by a person or group of persons so as to render the orderly conduct of the meeting impossible, the mayor, mayor pro tem, or any other member of the city council acting as the chair may order the removal of the person or persons responsible for the disruption and bar them from further attendance at the council meeting, or otherwise proceed pursuant to Government Code Section 54957.0 or any applicable penal statute or city ordinance.

REMOTE MEETING OBSERVATION: Members of the public may view the meeting via the link below, but will not be permitted to provide public comment via Zoom or telephone. Public comment will be taken in-person, and members of the public may provide written public comment by following the instructions below.

<https://losaltosca-gov.zoom.us/j/82000985727?pwd=EzRspYzMSjC55sGOIQk1eXYGxWuN4W.1>

Telephone: 1-669-444-9171 / Webinar ID: 820 0098 5727 / Passcode: 655983

SUBMIT WRITTEN COMMENTS: Prior to the meeting, comments on matters listed on the agenda may be emailed to PARCpubliccomment@losaltosca.gov.

Please note: Personal information, such as e-mail addresses, telephone numbers, home addresses, and other contact information are not required to be included with your comments. If this information is included in your written comments, they will become part of the public record. Redactions and/or edits will not be made to public comments, and the comments will be posted as they are submitted. Please do not include any information in your communication that you do not want to be made public.

The Chair will open public comment and will announce the length of time provided for comments during each item.

AGENDA

ESTABLISH QUORUM

CALL MEETING TO ORDER

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. The Chair will announce the time speakers will be granted before comments begin. 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 noted on the agenda before any discussion or action occurs.

ITEMS FOR CONSIDERATION/ACTION

1. **Minutes**: Approve minutes of the November 18, 2024, meeting
2. **Revisit and Update 2025 Workplan**: Update the 2025 Workplan and prepare to address City Council's concerns that were brought up at the January 28, 2025, City Council meeting
3. **Endorse the MALA Iftar Cultural Event**: Action to endorse the Iftar Dinner that is scheduled for March 15, 2025 as part of the PARC Commission's efforts to increase cultural programming in Los Altos

INFORMATIONAL ITEMS

Staff Updates

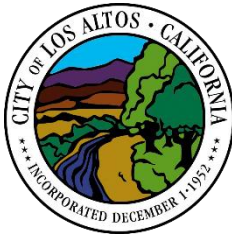
- P & R Volunteer Opportunities - Process handled by Bridget Matheson (bmatheson@losaltosca.gov)
- Upcoming Events
 - Family Fun Day: February 22
 - Iftar Dinner: March 15
- Council / PARC Commission joint meeting: March 11 (tentative)

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

ADJOURNMENT

SPECIAL NOTICES TO THE 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.



**PARKS, ARTS, RECREATION, &
CULTURAL COMMISSION
REGULAR MEETING MINUTES**
6:30 PM - Tuesday, November 19, 2024
*Los Altos Community Center, Sequoia Room, 97
Hillview Ave, Los Altos, 94022*

ESTABLISH QUORUM

Present: Chair Valadez, Vice Chair Corrigan, Commissioners Moore, Morris, Young, & Couture

Absent: Commissioner Yeh

CALL MEETING TO ORDER

Chair Valadez called the meeting to order at 6:33pm

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None

ITEMS FOR CONSIDERATION/ACTION

1. **Minutes:** Approve meeting minutes for PARC meeting of October 14, 2024

Public Comment: None

Action: Based on a motion by Commissioner Couture, seconded by Vice Chair Corrigan, the Parks, Arts, Recreation, & Cultural Commission (PARC) approved the minutes of the October 14, 2024, meeting as written.

Approve: Corrigan, Couture, Moore, Morris, Young, Valadez

Opposed: None

Abstain: None

Motion passed, unanimously: 6-0-0

2. **Commission Chair & Vice Chair Election:** Make motions to select 2025 Chair and Vice Chair

Public Comment: None

Action: Commissioner Couture nominated Vice Chair Corrigan to serve as Chair for the 2025 calendar year. There were no other nominations.

Approve: Corrigan, Couture, Moore, Morris, Young, Valadez

Opposed: None

Abstain: None

Motion passed, unanimously: 6-0-0

Commissioner Morris nominated Commissioner Couture to serve as Vice Chair for the 2025 calendar year. There were no other nominations.

Approve: Corrigan, Couture, Moore, Morris, Young, Valadez

Opposed: None

Abstain: None

Motion passed, unanimously: 6-0-0

3. **Artist Proposal Discussion for Council Chambers:** Discussion and review of Adrian Litman proposal for Council Chambers project

Public Comment: None

Action: Vice Chair Couture moved that PARC recommend to City Council the following elements of the Adrian Litman proposal for the City Council Chambers project: design 1 (the main entry stairs with corten plates with a design attached to the risers), design 2 (the porcelain mosaic design above the main entry doors), and design 4 (side ramp porcelain tile instillation on the concrete curbs and the porcelain tiles installed on top of the concrete handrails at the end of the entry stairs). Commissioner Valadez seconded the motion.

Approve: Corrigan, Couture, Moore, Valadez, Young

Oppose: Morris

Abstain: None

Motion passed: 5-1-0

4. **Commission Updates:** Presentation on Commission Updates for 2025

Public Comment: None

Action: None

5. **Commission Work Plan:** 2025 PARC Work Plan Preparation and Approval

Public Comment: None

Action: Vice Chair Couture moved that PARC approve the 2025 PARC Work plan as amended during the November 19, 2024 PARC meeting Commissioner Morris seconded the motion.

Approve: Corrigan, Couture, Moore, Morris, Young, Valadez

Opposed: None

Abstain: None

Motion passed, unanimously: 6-0-0

INFORMATIONAL ITEMS

6. **Council/Commission Joint Meeting:** February 2025

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

- Signage
- Brochure/spreadsheet of current (confirmed) art

ADJOURNMENT

Chair Corrigan adjourned the meeting at 8:38pm



TO: Parks, Arts, Recreation and Culture Commission

FROM: Manny A. Hernandez, Parks & Recreation Director

SUBJECT: Revisit and Update 2025 Workplan

RECOMMENDATION:

Update the 2025 Work Plan and prepare to address City Council’s concerns that were brought up at the January 28 Council meeting.

BACKGROUND

Annually, each commission shall discuss and prepare its annual work plan based upon the City Council annual priorities, budget and direction. The work plan shall be submitted and approved by the City Council and discussed at the annual joint meeting. The work plan is a list of the anticipated topics, assignments and goals that the Commission will focus on over a 12-month period. From time to time the City Council may amend the approved commission work plan in order to achieve the goals of the city.

At its January 28, 2025 meeting, the City Council voiced concerns with the fidelity of the PARC Commission to their previous work plan. At that meeting City Council provided direction to the commission to be prepared to address those concerns at the joint meeting.

The commission is to review and discuss the Draft work Plan attached to this report (Attachment A) and motion to approve a final version for submission to City Council. The Commission will also prepare to address City Council’s concerns at that same joint meeting. A summary of those concerns is also attached (Attachment B).

Attachments:

- A. 2025 Workplan (Draft 3)
- B. Council Comments Summary

Parks Arts Recreation & Culture Commission 2025 Work Plan

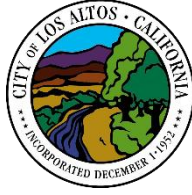
Goal	Objective	Projects	Anticipated Completion	Priority Source	Assignment	Done?
INCREASE COMMUNITY OUTREACH	Identify ways to gather public feedback outside of regular commission meetings that will help support commission recommendations	Table at Farmers Market for public input on upcoming projects	September			
		Gather public input, on-site, regarding facility improvements as it relates to pickleball at McKenzie Park	July			
EXPANSION OF PUBLIC ART	Utilize resources to expand public art programs and displays	Create partnership with Arts Los Altos for programming and displays	April			
COMMUNITY EVENT PARTICIPATION	Attend all community programs as a commission	Table at Summer Concert	July/August			
		Host a project room at Family Fun Day	November			
		Host the Halloween Movie night at Grant Park	October			
		Assist P&R staff with Spring Egg Hunt	April			
INCREASE CULTURAL PROGRAMMING	Partner with cultural groups and participate in events as a commission	Partner with Greater Los Altos Chinese Association at the Moon Festival	September			
		Endorse the 2025 MALA Iftar event and work with them on ways the commission can support the 2026 event	February & June			
		Support the Justice Vanguard Juneteenth event	June			
ONGOING PARKS AND ARTS INPUT AND PARTICIPATION	Complete the regular support of programs and functions within the purview of the commission	Select the theme and hang selected art in the Community Center Gallery art twice per year	August & February			
		Update the public art listing and brochure annually	January			
		Select the movie for the Halloween Movie Night	August			
		Select call for art and artists for Art Without Walls program	As necessary			

Items of City Council Concern:

- 1) Commissioner attendance
- 2) Reception of outside requests for partnerships
- 3) Prioritization of Work Plan items
- 4) Negative culture of the commission
- 5) Expected accomplishments for the commission
- 6) More productive community engagement toward the cultural aspects

Commission Regular meeting: February 18, 2025 @ 6:30pm

PARC/Council Joint Meeting: TBD



TO: Parks, Arts, Recreation and Culture Commission
FROM: Manny A. Hernandez, Staff Liaison
SUBJECT: Endorse the MALA Iftar Cultural Event

RECOMMENDATION:

Action to endorse the Iftar Dinner that is scheduled for Mach 15, 2025 as part of the PARC Commission’s efforts to increase cultural programming in Los Altos.

BACKGROUND

The Parks, Arts, Recreation and Cultural Commission, and the Parks & Recreation Department is committed to help expand cultural programs and events in Los Altos. This can be done through City programming and partnerships with cultural experts and organizations. The Muslims Around Los Altos group (MALA) is holding their 2025 Iftar event at the Community Center on March 15.

Ramadan is the ninth month of the Islamic lunar calendar and is observed by Muslims worldwide. During Ramadan, Muslims fast from dawn until sunset, abstaining from food, drink, smoking, and other physical needs. The fast is broken each evening with a meal called iftar. It is considered a time for spiritual growth, self-discipline, and empathy for those less fortunate. The end of Ramadan is marked by the celebration of Eid al-Fitr, a festive holiday.

As part of the PARC Commission’s effort to promote increased cultural events in the Los Altos Community, the Commission has the opportunity to endorse this cultural event that was very successful in 2024. The Commission will entertain a motion to endorse the 2025 Iftar cultural event and discuss at a later meeting possible ways to support the 2026 event.

Attachments:

A. None