

## **PARKS, ARTS, RECREATION, & CULTURAL COMMISSION AGENDA**

**6:30 PM - Tuesday, March 18, 2025**

***Los Altos Community Center, Sequoia Room,  
97 Hillview Ave, Los Altos, 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](mailto: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/81820459119?pwd=CtRadhj2SeGGWXRqKVmULRLok3KZuT.1>**

**Telephone: 1-669-444-9171 / Webinar ID: 818 2045 9119 / Passcode: 493060**

**SUBMIT WRITTEN COMMENTS:** Prior to the meeting, comments on matters listed on the agenda may be emailed to [PARCpubliccomment@losaltosca.gov](mailto: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 February 18, 2025 meeting
2. **Art Inventory and Brochure**: Former Committee will present information on updated to the City public art inventory and the PARC Commission will discuss the plan for the art brochure
3. **Selection of 2025 Community Center Gallery Themes**: Discuss and select the two 2025 themes for the Community Center Art Gallery calls for art
4. **Review Proposed Art Installation (Replacement)**: Review and discuss potential art installation at Edith Avenue and Los Altos Avenue

### INFORMATIONAL ITEMS

5. **Commission Meeting Schedule for Remaining 2025 Council Meetings**
6. **Upcoming Parks & Recreation Department Events**
  - Spring Egg Hunt

### COMMISSION/SUB-COMMITTEE/STAFF ORAL REPORTS

- **Farmers' Market**

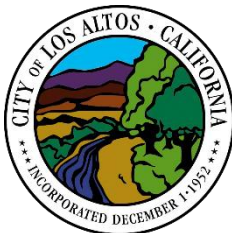
### FUTURE AGENDA ITEMS

- **Redwood Grove pathway**
- **Art Tours**
- **Park in-Lieu/Art Fund Presentation: Finance/ PW**

### 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](mailto:ada@losaltosca.gov).



## **PARKS, ARTS, RECREATION, & CULTURAL COMMISSION MINUTES**

**6:30 PM - Tuesday, February 18, 2025**

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

### **ESTABLISH QUORUM**

**Present:** Chair Corrigan, Vice Chair Couture, Commissioners Morris, Valadez, and Young  
**Absent:** None

### **CALL MEETING TO ORDER**

Chair Morris called the meeting to order at 6:30pm

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

Tom Gschneidner

**Vice Chair Couture joined the meeting late at 6:36pm**

### **ITEMS FOR CONSIDERATION/ACTION**

1. **Minutes:** Approve minutes of the November 18, 2024 meeting

**Public Comment:** None

Action: Based on a motion by Vice Chair Couture, with a second by Commissioner Morris, the Parks, Arts, Recreation, and Cultural Commission (PARC) approved the minutes of the November 18, 2024 meeting as written.

**Approve:** Corrigan, Couture, Mooris, Valadez, Young

**Oppose:** None

**Abstain:** None

**Motion passed, unanimously: 5-0-0**

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

**Public Comment:** Roberta Phillips

**Action:** Commissioner Valadez moved that PARC approve the 2025 Workplan as amended (attached) with updated commissioner assignments. Vice Chair Couture seconded the motion.

**Approve:** Corrigan, Couture, Mooris, Valadez, Young

**Oppose:** None

**Abstain:** None

**Motion passed, unanimously:** 5-0-0

- 3. Endorse the MALA Iftar Cultural Event:** 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

**Public Comment:** Roberta Phillips

Moazzaim Chaudry

**Action:** Vice Chair Couture moved that PARC endorse the Iftar event on March 15<sup>th</sup>. Commissioner Valadez seconded the motion.

**Approve:** Corrigan, Couture, Mooris, Valadez, Young

**Oppose:** None

**Abstain:** None

**Motion passed, unanimously:** 5-0-0

## INFORMATIONAL ITEMS

### 4. Staff Updates

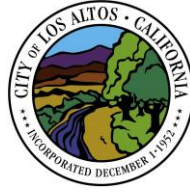
- P & R Volunteer Opportunities - Process handled by Bridget Matheson (bmatheson@losaltosca.gov)
- Upcoming Events
  - Family Fun Day: February 22
  - Open House: March 1
  - Iftar Dinner: March 15
- Council / PARC Commission joint meeting: March 11 (tentative)

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

- Theme for LACC Call for Art
- Public Arts Brochure / Artwork status update
- Dog Park report
- Egg Hunt: April 19

## ADJOURNMENT

Chair Corrigan adjourned the meeting at 8:18pm



**TO:** Parks, Arts, Recreation, & Cultural Commission

**FROM:** Manny A. Hernandez, Parks & Recreation Director

**SUBJECT:** **Art Inventory and Brochure**

**RECOMMENDATION:**

Former Committee will present information on updates to the City public art inventory and the PARC Commission will discuss the plan for the art brochure

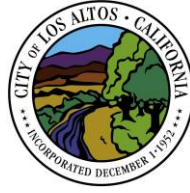
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**BACKGROUND**

The Public Art Brochure has not been updated in several years. With the change-out and conclusion of public art ending, there are several updates that need to be made to the art inventory list and the Art Brochure. An update to the inventory list will make it possible to properly update the brochure, which is a product that is directly used by the public. The update to the art inventory will also make it possible to assess what art spaces are vacant and can be considered for the next Art Without Walls call for art.

Commission Chair Janet Corrigan has made updates to the art inventory and will review with the commission. The Commission will also discuss the next steps for updating the Public Art Brochure.

Attachments: None



**TO:** Parks, Arts, Recreation, & Cultural Commission

**FROM:** Manny A. Hernandez, Parks & Recreation Director

**SUBJECT:** **Selection of 2025 Community Center Gallery Themes**

**RECOMMENDATION:**

Discuss and select the two 2025 themes for the Community Center Art Gallery call for art

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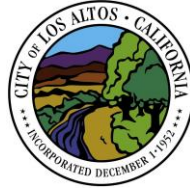
**BACKGROUND**

Twice a year the PARC Commission hosts an art display in the Los Altos Community Center Art Gallery. The Commission selects a theme for Recreation staff to include in each call for art (Spring/Summer and Fall/Winter).

Staff is ready to post the next call for art (Spring/Summer), and the Commission is charged with selecting the theme. Staff would like to request that both 2025 themes are discussed and decided so staff can schedule both at their appropriate time. Commission discussion should include outreach parameters (Local, regional, beyond) as well as target artists or style. Previous selected themes should be taken into consideration.

Once staff has the information for both displays, the Commission will be provided updates on when the selection process and art hanging will take place.

Attachments: None



**TO:** Parks, Arts, Recreation, & Cultural Commission

**FROM:** Manny A. Hernandez, Parks & Recreation Director

**SUBJECT:** **Review Proposed Art Installation (Replacement)**

**RECOMMENDATION:**

Review and discuss proposed art installation at Edith Avenue and Los Altos Avenue

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**BACKGROUND**

The current loan agreement for the art piece located at the corner of Edith and Los Altos Avenue (Seasonal Rotation) is coming to an end in April, and the artist is coordinating pick-up from out of state. The artist is proposing a replacement piece for the Commission's consideration to replace Seasonal Rotation.

The Commission will review and discuss interest in entering into a two-year art loan agreement with Jennifer Kapnek for the placement of Encircled in Cycles at the corner of Edith and Los Altos Avenue.

Attachments:

- A. Jennifer Kapnek Public Sculpture Proposal (w/photos)



# Annual Public Sculpture Search City of Los Altos, California



## Entry Form

Each entry requires a separate Entry Form. **Return by [insert date].**  
**\$1,500 Artist Stipend provided if accepted into the program.**

Please submit:

- Completed Entry Form
- Three color photos from different perspectives, either by email (preferred) or hard copy. Minimum hard copy size: 5" x 7", 8" x 10" is preferred. Each photo should include: name of sculptor, title of sculpture, brief description of the sculpture, and inspiration for the piece.
- Supplemental statement of additional installation guidelines, if any.
- Short biography of the artist

Email, mail or deliver to: City of Los Altos, Public Arts Commission  
1 N San Antonio Road, Los Altos, California 94022  
Email: [rec-info@losaltosca.gov](mailto:rec-info@losaltosca.gov)  
Phone: (650) 947-2790

Artist Name Jennifer Kapnek  
Title of Piece Encircled in Cycles Value \$7000  
Medium (including finishes) Acrylic, Wood, Tree Stump, Steel, Anti-Graffiti Coating  
Artwork Measurements (h" x w" x d") 6ft x 5ft x 5ft Total Weight 350 pounds  
Type of base recommended Concrete  
Artist Street Address 7401 N Albina Ave.  
City Portland State OR Zip 97217  
Contact Phone Number (503) 957-9683  
Email Address fineart@jenniferkapnek.com

Brief description highlighting your inspiration for the piece

5 foot diameter circle painted in deep blue fading to light blue. Both sides have the image of a tree, at different points in the season, one side with yellow leaves both attached and flying, the other side with blossoming pink flowers, and floating petals, the shared moon is draped over each side.

Where did you hear about the Los Altos Sculpture Search?

I am a past participating artist.









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

## MEMORANDUM

**DATE:** Tuesday, March 18, 2025

**TO:** Parks, Arts, Recreation, & Cultural Commission

**FROM:** Casey Jensen-Richardson, Administrative Support to Parks, Arts, Recreation, & Cultural Commission

**SUBJECT:** Remaining 2025 Parks, Arts, Recreation, & Cultural Commission Schedule and City Council Meeting Assignments

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Meetings take place on the third Tuesday of each month at 6:30pm. The remaining 2025 regular meeting dates are as follows:

April 15  
May 20  
June 17  
July – No Meeting  
August 19  
September 16  
October 21  
~~November 18~~  
November Special Meeting – to be scheduled  
December – No Meeting

### 2025 Council Meeting Schedule

Listed below are the City Council meetings from January 11 – December 13, 2022, with the Commissioners in rotation. Commissioners are assigned to attend City Council meetings if the agenda includes an item or items that are of interest to the Parks, Arts, Recreation, & Cultural Commission.

If you have a known conflict with a City Council meeting you are assigned, please either converse with the staff liaison (Manny Hernandez, Parks & Recreation Director) to confirm that his

attendance at the Council Meeting will be needed or arrange a swap with another Commissioner and notify the staff liaison of the change.

<b>COUNCIL MEETING DATE</b>	<b>PARC COMMISSIONER</b>
March 25, 2025	Valadez
April 8, 2025	Young
April 22, 2025	Morris
May 13, 2025	Corrigan
May 27, 2025	Couture
June 10, 2025	Valadez
June 24, 2025	Young
July 8, 2025	Morris
August 26, 2025	Corrigan
September 9, 2025	Couture
September 30, 2025	Valadez
October 14, 2025	Young
October 28, 2025	Morris
November 18, 2025	Corrigan
December 2, 2025	Couture
December 9, 2025	Valadez