

PARKS & RECREATION COMMISSION MEETING AGENDA

7:00 PM - Wednesday, October 12, 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.

Members of the Public may join and participate in the Commission meeting at

<https://losaltosca.gov.zoom.us/j/89709137905?pwd=VnluZElRXNBUEEYm0FwUFY4UG11QT09>

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 minutes of the Regular Meeting of September 14, 2022.
2. **Dog Park Evaluation:** Discuss draft evaluation sheet for McKenzie and discuss use of Market Research system for Hillview.
3. **December Meeting:** Discuss need for PARC meeting and if so, what format.

INFORMATIONAL ITEMS

4. **Naturescape Progress:** 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)

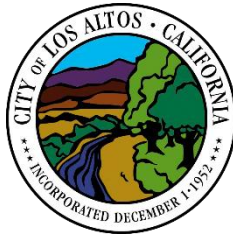
ADJOURNMENT**SPECIAL NOTICES TO PUBLIC**

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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, September 14, 2022**

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 Dailey

Absent: Commissioner Yeh

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

None.

ITEMS FOR CONSIDERATION/ACTION

- 1. Approve minutes of the regular meeting of July 13, 2022**

Public Comments: None.

Action: Upon a motion by Commissioner Valadez and a second by Commissioner Wang, the Commission approved the minutes of the regular meeting of July 13, 2022, with one minor correction.

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

Oppose: None.

Abstain: None.

Motion passes, unanimously: 5-0-0.

- 2. Receive oral staff report and discuss public evaluation process on usage and impact of dog parks located at Hillview and McKenzie Parks**

Public Comment: Community member Larry Allen spoke in favor of the dog parks and asked a question about grass maintenance.

Action: None.

3. Receive presentation by Market Research Subcommittee on market research tool and discuss

Public Comment: None.

Action: Vice Chair Corrigan moved to approve a pilot of the market research methodology and tool presented by the Market Research Subcommittee. Commissioner Dailey offered a friendly amendment to change “approve” to “recommend.” Chair Morris wanted to add “work with staff.”

Commissioner Corrigan approved those friendly amendments and added the word “neighborhood” in front of “pilot.”

The new motion read: Vice Chair Corrigan moved that the Parks & Recreation Commission recommend to staff to put forward a neighborhood pilot of the market research methodology and tools presented by the Market Research Subcommittee. Commissioner Wang seconded the amended motion.

Approve: Morris, Corrigan, Valadez, and Wang.

Oppose: Dailey.

Abstain: None.

Motion passes: 4-1-0.

INFORMATIONAL ITEMS

4. Receive Racquet Sports Update

Public Comment: Community member Dorit Perry spoke regarding the sound-proofing process at McKenzie Park.

5. Movie Night Volunteers (4 Commissioners needed)

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

6. Commissioner/Subcommittee Oral Reports

- a. **Pop-up Subcommittee:** Commissioner Valadez reported about a first pop-up (October 15th), pending staff approval. The pop-up will have children and adults (5 year and above) to paint compression sleeves.

7. Staff Oral Reports

- a. Teen Center Opening
- b. Family Fun Days
- c. Parks & Recreation Job Openings

8. Future Agenda Items

- New Hillview Dog Park Conceptual Design Process (Oct)
- Playground Music Features (Jan 2023)
- Park in Lieu Funds (tbd)
- Dog Park Evaluation (Oct)
- Market research pilot update (tbd)

ADJOURNMENT

Chair Morris adjourned the meeting at 9:02pm



DATE: October 12, 2022
AGENDA ITEM #__

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

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.

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

Park:

Name of Evaluator(s):

NOVEMBER

DAY:	Mon	Tue	Wed	Thu	Fri	Sat	Sun
DATE:							
TIME:							
Available Parking Spaces							
Dogs/People							
DATE:							
TIME:							
Available Parking Spaces							
Dogs/People							

NOVEMBER Comments/Notes:

1) Dogs of-leash in unauthorized areas:
2) Barking /noise:

3) Unattended dog waste:
4) Surface condition:
5) Weather conditions:
6) Other:

Park:

Name of Evaluator(s):

FEBRUARY

DAY:	Mon	Tue	Wed	Thu	Fri	Sat	Sun
DATE:							
TIME:							
Available Parking Spaces							
Dogs/People							
DATE:							
TIME:							
Available Parking Spaces							
Dogs/People							

FEBRUARY Comments/Notes:

1) Dogs of-leash in unauthorized areas:
2) Barking /noise:

3) Unattended dog waste:
4) Surface condition:
5) Weather conditions:
6) Other:

Park:

Name of Evaluator(s):

MAY

DAY:	Mon	Tue	Wed	Thu	Fri	Sat	Sun
DATE:							
TIME:							
Available Parking Spaces							
Dogs/People							
DATE:							
TIME:							
Available Parking Spaces							
Dogs/People							

MAY Comments/Notes:

1) Dogs of-leash in unauthorized areas:
2) Barking /noise:

3) Unattended dog waste:
4) Surface condition:
5) Weather conditions:
6) Other:

Park:

Name of Evaluator(s):

AUGUST

DAY:	Mon	Tue	Wed	Thu	Fri	Sat	Sun
DATE:							
TIME:							
Available Parking Spaces							
Dogs/People							
DATE:							
TIME:							
Available Parking Spaces							
Dogs/People							

AUGUST Comments/Notes:

1) Dogs of-leash in unauthorized areas:
2) Barking /noise:

3) Unattended dog waste:
4) Surface condition:
5) Weather conditions:
6) Other: