

**PARKS, ARTS, RECREATION, &
CULTURAL COMMISSION
REGULAR MEETING AGENDA**

6:30 PM - Tuesday, October 15, 2024

*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/89928857489?pwd=t4gylEXy9qieT8aG5BBQVV5pi6yR78.1>

Telephone: 1-669-444-9171 / Webinar ID: 899 2885 7489 / Passcode: 902007

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 regular meeting of September 17, 2024
2. **Artist Proposal Discussion for Council Chambers**: Discussion and review of Adrian Litman proposals for Council Chambers project
3. **Receive Presentation on Community Garden**: receive presentation and discuss possibility of location and future funding for demonstrational/educational garden
4. **Commission Work Plan**: 2025 PARC Work Plan preparation

INFORMATIONAL ITEMS

5. **Summer Concert Series recap**
6. **Call for Art - Community Center Gallery**
7. **Sculpture Maintenance**

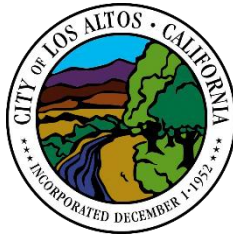
COMMISSION/AD HOC COMMITTEE ORAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS

- Activity book production
- Redwood Grove pathway
- Art Tours/ Public Art Brochure
- Park in Lieu / Art Fund Presentation (Finance/PW)
- Progress of City Council art by Adrian Litman

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, September 17, 2024
*Los Altos Community Center, Sequoia Room,
97 Hillview Ave, Los Altos 94022***

ESTABLISH QUORUM

PRESENT: Chair Valadez, Commissioners Yeh, Morris, and Couture

ABSENT: Vice Chair Corrigan and Commissioner Moore

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

Quinley McCarroll

ITEMS FOR CONSIDERATION/ACTION

1. **Minutes:** Approve minutes of August 20, 2024, regular meeting

Public Comment: None

Action: Commissioner Couture moved that PARC approve the minutes of the regular meeting of August 20, 2024, with minor corrections. Commissioner Morris seconded the motion.

Approve: Yeh, Morris, Valadez, Couture

Oppose: None

Abstain: None

Motion passed, unanimously: 4-0-0

2. **Artist Return Interview:** Interview Adrian Litman to discuss Council Chambers steps project and review artist progress

Public Comment: None

Action: After his presentation, Artist Adrian Litman was asked to to present new mock-up proposals for continued discussion at the next meeting.

- 3. Commission Involvement in Halloween Movie Night:** PARC will discuss who will attend Halloween Movie event in October and what role the Commission will play.

Public Comment: None

Action: None

- 4. Call for Art – Community Center Gallery:** Provide input and select art to be hung in the Los Altos Community Center Gallery

Public Comment: None

Action: Chair Valadez moved PARC accept all submitted pieces of art for display at the Los Altos Community Center. Commissioner Couture seconded the motion.

Approve: Yeh, Morris, Valadez, Couture

Oppose: None

Abstain: None

Motion passed, unanimously: 4-0-0

INFORMATIONAL ITEMS

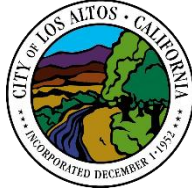
- 5. Staff Report - Cosmic Vortex Removal**

COMMISSION/AD HOC COMMITTEE ORAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS

- Activity book productions
- Redwood Grove pathway
- Art Tours/ Public Art brochure
- City-wide sculpture maintenance plan
- Park in Lieu / Art Fund Presentation (Finance/PW)
- Work Plan preparation
- Community Garden Presentation
- Progress of City Council art by Adrian Litman

ADJOURNMENT

Chair Valadez adjourned the meeting at 7:32pm



TO: Parks, Arts, Recreation and Culture Commission
FROM: Manny A. Hernandez, Staff Liaison
SUBJECT: Artist Proposal Discussion for Council Chambers

RECOMMENDATION:

Commission discussion with Adrian Litman to discuss Council Chambers steps project and review artist proposals

BACKGROUND

The Los Altos Parks, Arts, Recreation and Culture Commission selected Adrian Litman as the artist to propose a scope of work, art and price to fulfill the work requested for the Council Chamber steps and planter curbs.

In this discussion with Mr. Litman, the Commission will listen to ideas from him for the scope of work. Once a full concept has been approved by the Commission, Mr. Litman will submit a full proposal to staff for the project.

Attachments:

- A. Design #1
- B. Design #2
- C. Design #3
- D. Design #4



Estimated cost for Design, manufacturing and installation - \$ 14,000.
Estimated project completion - 45 days.

Los Altos City Council Chambers Entrance

DESIGN OPTION # 1

Laser cut CorTen design for the stairs risers and the side, front and top of the concrete end blocks at left and right handrails. The nature inspired design CorTen plates are attached to the concrete structure with industrial grade epoxy and concrete stainless steel anchor bolts.



Los Altos City Council Chambers Entrance

Design Option # 2

Porcelain mosaic design with nature's inspired elements installed on the curved stucco area above the entry door. Size - 15' L x 3' H.

Estimated cost for design, manufacturing and installation is \$ 16,000.
Estimated project completion time - 60-90 days.

Adrian Litman Art & Design - Santa Rosa, CA 95404



Los Altos City Council Chambers

Design Option #3 (as part of combined with design #1 and 2)

Six porcelain mosaic panels attached on the front walls on each side of the entrance

Estimated project cost is \$ 18,000 Estimated project completion - 60-90 days

Adrian Litman Art & Design - Santa Rosa, CA



Los Altos City Council Chambers Entrance

Design #4 - Side ramp CorTen art

Estimated project cost - \$ 3,000

Estimate project completion - 30 days

Adrian Litman Art & Design - Santa Rosa, Ca 95404



TO: Parks, Arts, Recreation and Culture Commission
FROM: Manny Hernandez, Staff Liaison
SUBJECT: Receive Presentation on Community Garden

RECOMMENDATION:

Receive presentation and discuss possibility of location and future funding for demonstration/educational garden.

BACKGROUND

A presentation by Quinley McCarroll will be received by the commission. The Commission will discuss the potential for a community garden in Los Altos.

Attachments:

A. Name



TO: October 15, 2024

FROM: Preparation for Work Plan and Joint Meeting

SUBJECT: Manny A. Hernandez, Parks & Recreation Director

RECOMMENDATION:

Review ideas for the work plan discussion and approval in November

BACKGROUND

Annually, each commission shall discuss and prepare its annual work plan based upon the City Council annual priorities and budget, which shall be submitted and approved by the City Council. 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. Any requested modifications should be in line with the goals and objectives of the commission and the city.

The commission is to discuss ideas for the PARC 2025 work plan that is to be finalized and approved by the January 2025 meeting.

Attachments:

- A. 2024 Workplan

Parks Arts Recreation & Culture Commission 2024 Work Plan

Impact	Objective	Deliverables	Leadership	Status
Community Outreach	Continue increasing community involvement in activity and the arts through programs and events	Continue search for opportunities for community involvement programs. <ul style="list-style-type: none"> • Everyone is an artist 		
		Partnership Grant Program – Call for Art <ul style="list-style-type: none"> • Develop process/program 		
		PR Outreach: Work with City PR support for communications outreach and Commission charter <ul style="list-style-type: none"> • Brochure • Commission program signage 		
		PARC representation at City and community special events <ul style="list-style-type: none"> • Farmers Market • Concerts • Family Fun Days 		
Expand existing public arts “footprint”	Establish Los Altos as a “Destination” for experiencing public art	Walking and bike tour of business district sculptures: Planned tours, flyer, promotion <ul style="list-style-type: none"> • Create/update sculpture walking tour map and brochure 		
		Call for public art (Art Without Walls)		
		Placing art within a reasonable distance to the public. (Art Near Me)		
Art Conservation and Stewardship	Ensure a positive end-to-end experience with our city’s art installations including interaction	Work with staff to enter website updated with new sculpture information.		
		Work with staff to manage and monitor: <ul style="list-style-type: none"> • Current values of city-owned sculptures 		

	with artists, staff and community	<ul style="list-style-type: none"> • Placement of sculptures • Loan sculptures insurance and extensions • Best practices of other cities regarding loan program • Proof of insurance through the life of the art loan (check with staff on this) 		
		Explore restoration possibilities for various City-owned artworks		
		Catalog all art in public spaces (City and private)		
Mange Los Altos Community Center and other public facility art programs	Implement ongoing visual art exhibits that enhance community spaces	Community Center art gallery: Complete two calls for art each year <ul style="list-style-type: none"> • Winter Call for Art • Fall Call for Art 		
		Art for the Council Chamber entry steps: Scope project and seek community input		
Increase park and facility use	Engagement events	Work with staff on: <ul style="list-style-type: none"> • Art related event(s) • Recreation related event(s) • Gather feedback on events 		
	Assess use of current dog parks	Compile report with observations that were done by commissioners		
	DEI (Diversity Equity and Inclusion)	Apply DEI principles to everything we do		
Increase participation in recreation programs	Multi-cultural	Work with staff and partners to plan new cultural events		
	Performance	Be responsive to staff as they select performance activities		
	Scholarship Program	Work with staff to explore a scholarship program		
	Sponsorship	Work with staff to recommend a sponsorship program for summer concerts and events		

Public Process	Be conduit for public input and city transparency	Park improvement projects and public art purchases		
Strategic Planning	Approach parks planning in a holistic way	Update the City's Parks Plan		