



PARKS & RECREATION COMMISSION MEETING

WEDNESDAY, JULY 10, 2013 - 7:00 P.M.

City Hall – Council Chamber
One North San Antonio Road, Los Altos, California

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. Commission Minutes
Approve minutes of the regular meeting of June 12, 2013
2. Summer Concert Series
Review schedule and amend as necessary
3. Work Plan Update
Receive updated work plan

INFORMATIONAL ITEMS

4. Farmer's Market Outreach
Receive subcommittee report
5. Monthly staff report
Receive information and announcements from City staff

COMMISSIONERS' REPORTS AND COMMENTS

POTENTIAL FUTURE AGENDA ITEMS

ADJOURNMENT

SPECIAL NOTICES TO PUBLIC

In compliance with the Americans with Disabilities Act, the City of Los Altos will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the City Clerk at least 48 hours prior to the meeting at (650) 947-2720.

Agendas, Staff Reports and some associated documents for the Parks & Recreation Commission items may be viewed on the Internet at <http://losaltosca.gov/committees-commissions/parc/index.html>

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.

**MINUTES OF A REGULAR MEETING OF THE PARKS AND RECREATION
COMMISSION MEETING OF THE CITY OF LOS ALTOS, HELD ON WEDNESDAY,
JUNE 12, 2013 AT 7:00 P.M. AT ROOM 2, GRANT PARK
1575 HOLT AVENUE, LOS ALTOS, CALIFORNIA**

ESTABLISH QUORUM

PRESENT: Baron, Beggs, James, Lee Eng, Lucia and Parmar

ABSENT: Tooley

PUBLIC COMMENTS

Sybil Cramer spoke on the Hetch Hetchy Right of Way- questions on clarifying proposed landscaping project, advocated to include neighbors if a subcommittee is formed, SFWD & SCCWD information, have public meetings early in project and "We like it the way it is- don't make any changes!"

SPECIAL PRESENTATION

1. Los Altos Forward
Presented overview of the Sit & Share Program
Robin Abrams, Kim Cranston and Robin Katsaros, Los Altos Forward [handout attached]

ITEMS FOR DISCUSSION/ CONSIDERATION

2. Commission Minutes
MOTION Baron; SECOND James APPROVED minutes of the May 8, 2013 regular meeting (6-0)
3. Farmer's Market Outreach
Received subcommittee report
4. Parks Plan Priorities
Reviewed priorities for inclusion in the FY2103/14 Work Plan and identified two items: North Los Altos Park and the Halsey House
MOTION Beggs; SECOND James APPROVED (6-0) Commissioner Beggs to speak on behalf of PARC in support of the Halsey House CIP at the June 24 City Council meeting
5. Work Plan Update
Amended work plan to include Park Plan priorities and established subcommittees

INFORMATIONAL ITEMS

6. Sculpture Installation
Received informational report from the Public Arts Commission
7. Monthly Staff Report
Received information and announcements from City staff

COMMISSIONERS' REPORTS AND COMMENTS

None

POTENTIAL FUTURE AGENDA ITEMS

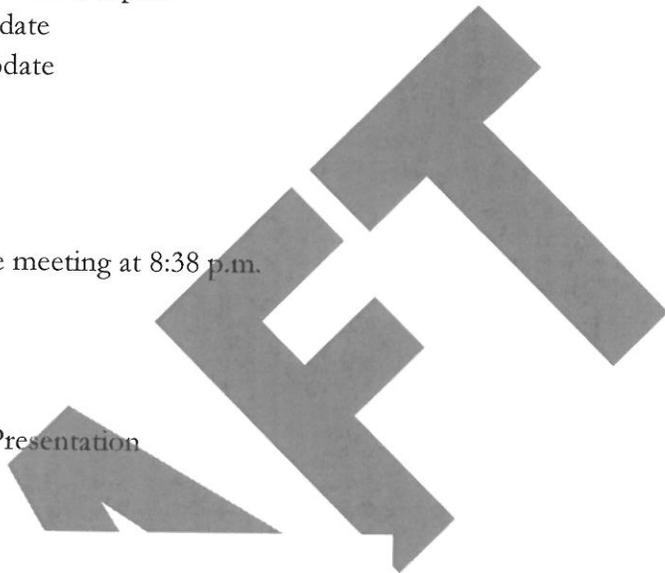
- Park drinking fountain overview report
- Outreach Committee Update
- Halsey House Project Update
- Updated Work Plan

ADJOURNMENT

Chairperson Lee Eng adjourned the meeting at 8:38 p.m.

ATTACHMENTS:

1. Speaker Card
2. Slide printouts from Special Presentation



**LOS ALTOS CITY COMMISSION
REQUEST TO SPEAK**

Commission Meeting Date 6-12-13

Please note that completion of this card is voluntary. Speaker cards are public records and may become available to the press and others, upon request. Please prepare one card per subject.

I wish to speak on an item that is NOT on the agenda regarding the Halsey Hatching Site of
Ward

I wish to speak on Agenda Item # _____ Section _____

Name: _____

Employment: _____

Phone: _____

Address: _____

Email: sybilcramer@
mac.com

Please have this request to the Staff Liaison prior to the item of interest.

Please see more important information on the back of this card about participating in the Commission meeting.

6/12/13



Los Altos Forward
Avecita Community Library

Sit & Share
Los Altos
Park & Recreation Commission
June 12 2013

Kim Cranston
Robin Katsaros
Robin Abrams



Los Altos Forward
Avecita Community Library

All About
Los Altos Forward

- What is Los Altos Forward?
- What are Los Altos Forward programs?
- What is the Sit and Share program?



DATE: July 10, 2013

AGENDA ITEM # 2

TO: Parks & Recreation Commission
FROM: Beverly Tucker, Recreation Director
SUBJECT: Summer Concerts

RECOMMENDATION:

Review schedule and amend as necessary

BACKGROUND

Goal two of the FY2013/1024 Parks and Recreation Commission Work Plan is: Develop and maintain mechanisms to encourage on-going community feedback on parks and recreation. One project identified under this goal is to “Support and conduct PARC outreach at City events and activities” with the correlating assignment to “Strive for PARC representation at all event”.

The Summer Concert series was selected by the Commission as one vehicle to fulfill this goal.

DISCUSSION

The remaining summer concert series dates and assignments are listed below. Due to the conflict with the Farmer’s Market Outreach, adjustments to the Commissioner reps may be needed. Please review the schedule and volunteer for open dates.

DATE	BAND	STYLE	LOCATION	COMMISSIONER
July 11	Daze on the Green	Classic Rock	Hillview	James
July 18	Sun Kings	Beatles’ Tribute	Grant	Baron
July 25	Big Bang Beat	Rock/Soul	Hillview	Tooley (tentative)
August 1	Houserockers	Classic Rock	Grant	TBD



DATE: July 10, 2013

AGENDA ITEM # 3

TO: Parks & Recreation Commission
FROM: Beverly Tucker, Recreation Director
SUBJECT: Work Plan Update

RECOMMENDATION:

Review revisions and amendments made to 2013/2014 Work Plan

The Commission Work Plan was revised and amendments on June 12, 2013.

Attachment:

2013-2014 Parks & Recreation Commission Work Plan

			June-August 2013	In progress
	Market non-profit booth for outreach (James/Tooley)			
	<ul style="list-style-type: none"> Summer Concert Series booth assignments (Baron) 			
	<ul style="list-style-type: none"> Suggestions to City Council on prioritization of the Five Year CIP Plan Identify two to three projects to address from the Parks Plan for FY 2013/2014 Form subcommittees to work on projects 		April 2013	Completed
	<ul style="list-style-type: none"> Form subcommittees to work on projects 		May 2013	Scheduled
	<ul style="list-style-type: none"> Form subcommittees to work on projects 		May 2013	Scheduled
3. Advance the quality of parks and facilities	Evaluate landscaping condition along the Hetch Hetchy Right of Way and suggest augmentation for refreshing aged/missing plants etc. (Tooley)		September 2013	
	Respond to Redwood Grove developments		When needed	
	<ul style="list-style-type: none"> Respond as directed by City Council to developments in the Redwood Grove Plan Obtain update from Acterra regarding ongoing work at Redwood Grove 		April 2013	Completed
4. Advocate Park Plan Priorities	Long Term Goal #1		February 2014	
	<ul style="list-style-type: none"> Research and write a memo to the City Council outlining plan to achieve (Parmar/Beggs/Lucia) <ul style="list-style-type: none"> + initial outline August 2013 + 1st draft November 2013 + Final draft February 2014 			