



## **Parks and Recreation Commission**

**PARKS & RECREATION COMMISSION**  
**2013/14 Work Plan**  
(as of February 12, 2013)

<b>Goal</b>	<b>Projects</b>	<b>Assignments</b>	<b>Target Date</b>	<b>Status</b>
Recreational planning and programming	Resident survey	<ul style="list-style-type: none"> <li>Conduct online resident survey</li> <li>Final stage: present report to City Council (Parmar, Baron)</li> </ul>	2012	Completed
			Presented to Council 9.10.2013	Completed
Community feedback on parks and recreation	“Friends of Parks”	<ul style="list-style-type: none"> <li>Visit parks and be response to the public-advise staff accordingly (all Commissioners)</li> </ul>	Ongoing	
	Joint Commission meeting	<ul style="list-style-type: none"> <li>Form a Joint Committee with the Senior commission to explore interest and topics for joint meeting (Beggs/Lee Eng)</li> <li>Develop agenda topics</li> <li>Identify date</li> <li>Hold a joint meeting with the Senior Commission (Beggs/Lee Eng)</li> </ul>	July 2013  September 2013 Winter 2014	Completed - Senior Commission appointed a representative to work with PARC on items of mutual interest
	Community outreach	<ul style="list-style-type: none"> <li>Attend two Recreation Special Events per year (each Commissioner)</li> <li>Strive for PARC representation at all special events (all Commissioners)</li> <li>Park Events highlighting two neighborhood parks (Tooley/James/Lucia)</li> </ul>	Ongoing	Completed
			Ongoing  Summer 2014	Completed  In progress
Community feedback	<ul style="list-style-type: none"> <li>Define new mechanisms that would improve the ability of citizens to provide comments and concerns (James/Parmar/Lee Eng)</li> <li>Utilize Downtown Farmer’s Market non-profit booth for outreach (James/Tooley/Baron)</li> </ul>	Summer 2014  July-August 2013	In progress  Completed	

		<ul style="list-style-type: none"> <li>Attend Summer Concert Series and man information booth; Commissioners sign-up for dates (Baron)</li> </ul>	June-August 2013	Completed
Quality parks and facilities	Capital Improvement Program	<ul style="list-style-type: none"> <li>Suggestions to City Council on prioritization of the five-year CIP</li> </ul>	April 2013	Completed
	Community Plaza	<ul style="list-style-type: none"> <li>Provide input on the Community Plaza as directed by Council</li> </ul>	CIP Process	Completed
	Naturescape	<ul style="list-style-type: none"> <li>Learn more about what a Naturescape play area entails, scope, materials &amp; cost (Tooley/Baron)</li> </ul>	April 2014	In progress
	Redwood Grove developments	<ul style="list-style-type: none"> <li>Respond as directed by City Council to developments in the Redwood Grove Plan</li> <li>Obtain update from Acterra regarding ongoing work at Redwood Grove</li> </ul>	When needed April 2013	Completed
	Comprehensive Drinking Fountain Replacement Project	<ul style="list-style-type: none"> <li>Develop CIP project for replacing all park drinking fountains (Lee Eng/James)</li> </ul>	Spring 2014	
Park plan priorities	Long Term Goal #1	<ul style="list-style-type: none"> <li>Research and write a memo to the City Council outlining plan to achieve (Parmar/Beggs/Lucia) <ul style="list-style-type: none"> <li>Initial outline September 2013</li> <li>Final draft November 2013</li> <li>Present to City Council</li> </ul> </li> <li>Joint Meeting with the City Council</li> <li>Identify two to three projects to address from the Parks Plan for FY 2013/2014</li> <li>Form subcommittees to work on projects</li> </ul>	February 2013  March 2014 March 2014 May 2013  May 2013	Completed Completed In progress  On going

## PARKS & RECREATION COMMISSION

### **DRAFT** 2014 Work Plan

Goal	Projects	Assignments	Target Date	Status
Community feedback on parks and recreation	“Friends of Parks”	<ul style="list-style-type: none"> <li>Visit parks and be response to the public-advise staff accordingly (all Commissioners)</li> </ul>	Ongoing	
	Explore ways to collaborate with Senior Commission	<ul style="list-style-type: none"> <li>Continue collaboration with Senior Commission representative (Beggs/Lee Eng)</li> </ul>	Ongoing	
	Community outreach	<ul style="list-style-type: none"> <li>Attend two Recreation Special Events per year (each Commissioner)</li> <li>Strive for PARC representation at all special events (all Commissioners)</li> <li>Park Events highlighting two neighborhood parks (Tooley/James/Lucia)</li> </ul>	Ongoing  Summer 2014	In progress
	Community feedback	<ul style="list-style-type: none"> <li>Define new mechanisms that would improve the ability of citizens to provide comments and concerns (James/Parmar/Lee Eng)</li> <li>Utilize Downtown Farmer’s Market non-profit booth for outreach (James/Tooley/Baron)</li> <li>Attend Summer Concert Series and man information booth; Commissioners sign-up for dates (Baron)</li> </ul>	Summer 2014  Summer/Fall 2014  June-August 2014	
Quality parks and facilities	Capital Improvement Program	<ul style="list-style-type: none"> <li>Suggestions to City Council on prioritization of the five-year CIP</li> </ul>	April 2014	
	Naturescape	<ul style="list-style-type: none"> <li>Learn more about what a Naturescape play area entails, scope, materials &amp; cost (Tooley/Baron)</li> </ul>	April 2014	In progress
	Comprehensive Drinking Fountain	<ul style="list-style-type: none"> <li>Develop CIP project for replacing all park</li> </ul>	Spring 2014	

	Replacement Project	drinking fountains City-wide (Lee Eng/James)		
Park plan priorities	Long Term Goal #1	<ul style="list-style-type: none"> <li>• Identify additional projects to address from the Parks Plan for FY 2014/2015</li> <li>• Form subcommittees to work on projects</li> </ul>	Spring 2014	



DATE: 4 March 2014

AGENDA ITEM #

**TO:** City Council  
**FROM:** Parks & Recreation Commission  
**SUBJECT:** Goal Four: Park Plan Priorities

**RECOMMENDATION:**

Make acquiring new parkland in Los Altos a top City Council priority

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**BACKGROUND**

The number one priority listed in the 2012 City of Los Altos Park Plan is to increase the amount of total parkland. The Plan recommends the City strive to “fill the gaps” in areas within the City that are not in close proximity to parks.

The 2013/2014 Parks & Recreation Commission (PARC) Work Plan listed goal four as “Park Plan Priorities” with a sub project and assignment of Long Term Goal #1; research and write a memo to the City Council outlining a plan to achieve additional park land in north Los Altos.

The Plan Priority Subcommittee (Parmar/Baron) was created to complete this goal and brought a draft memo back to the PARC in September 2013. The Commission reviewed the draft memo and the consensus was to present it to the City Council during a joint meeting.

**DISCUSSION**

There are three reasons PARC advocates this recommendation:

- 1. Los Altos has the lowest park acreage per 1,000 residents among nine cities in the region.**

City of Los Altos adopted a new Park Plan in 2012. The plan identifies the short- and long-term priorities based on inputs from City residents, City Council, PARC Commissioners, and City Staff. The plan also compares total park acreage per 1,000 residents in Los Altos to neighboring cities. Los Altos has the lowest developed park acreage among 9 cities in the area.

City	Population <sup>1</sup>	Developed Parks Acreage	Park Acreage per 1,000 Residents
San Carlos	28,406	143	5.03
Campbell <sup>2</sup>	39,349	132	3.35

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<sup>1</sup> Based on 2010 Census

<b>Burlingame</b>	28,806	94	3.26
<b>Cupertino<sup>2</sup></b>	58,302	162	2.78
<b>Mountain View<sup>2</sup></b>	74,066	187	2.52
<b>Palo Alto</b>	64,403	162	2.52
<b>Saratoga</b>	29,926	63	2.11
<b>Menlo Park</b>	32,026	54	1.69
<b>Los Altos</b>	<b>28,976</b>	<b>45.45</b>	<b>1.57</b>

Therefore, the 2012 Park Plan recommends increasing the available parkland in Los Altos from 45.45 acres to 60 acres<sup>3</sup> over time. It is unlikely that the entire 14.55 acres deficit will be addressed by adding one new park. Therefore, it is important to either add to existing parks, or find smaller land parcels that can be developed into new neighborhood parks.

**2. The Los Altos Park Plan recommends providing a park in north Los Altos as a number 1 long-term priority.**

The number 1 long-term recommendation of the Park Plan is: “Provide a park in north Los Altos.”<sup>4</sup>

But it is difficult to locate and acquire available open spaces that can become parks. Therefore, it is important to search for new parkland not only in north Los Altos, but also in other parts of Los Altos. The Park Plan supports this: “The City should strive to “fill in the gaps” of the City’s park system (i.e., those areas which are not close to parks). Areas that are currently lacking in parks include all of north Los Altos (identified as north of Almond Avenue), south Los Altos (specifically south of Foothill Expressway), and central Los Altos (between Rosita Park and McKenzie Park).<sup>5</sup>”

**3. The process to identify and acquire new land for parks is time consuming.**

It takes time and resources to identify and acquire land that could be developed into a park. Therefore, it is important to start now; else, this goal will keep getting pushed out to a future date. Prime land opportunity may be lost if action is delayed. Additionally, many short-term and one-time recommendations in the 2012 Park Plan have already been implemented, or are being implemented. It is now time to address the number 1 long-term recommendation.

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<sup>2</sup> Includes school sites under joint-use agreements

<sup>3</sup> Los Altos Parks Plan, May 8, 2012, page 24

<sup>4</sup> Due to the need to identify a location for a park in north Los Altos, projects which receive a lower priority should be considered first until a location can be identified and acquired (as stated in Park Plan)

<sup>5</sup> Los Altos Parks Plan, May 8, 2012, page 23