



WEDNESDAY, OCTOBER 12, 2011

5:00 P.M. – SPECIAL PARKS, ARTS & RECREATION COMMISSION MEETING

Rosita Park

401 Rosita Avenue, Los Altos, California

ROLL CALL

DISCUSSION ITEMS

1. Tour at Rosita Park- Commissioners Meet at Rosita Park
Review of three options recommended by staff for playground equipment

ADJOURNMENT

7:00 P.M. – REGULAR PARKS, ARTS & RECREATION COMMISSION MEETING

Council Chamber, Los Altos City Hall

One North San Antonio Road, Los Altos, California

ROLL CALL

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.

1. Commission Minutes
Recommendation to approve the minutes of the September 14, 2011 Regular meeting.

DISCUSSION ITEMS

2. Review of 2011 Looking Forward Goals and Development of 2011-2012
Discussion and development of work plan to be presented for Council approval on Oct. 25, 2011
3. Items for Information
 - A. Opening of Tiny Tots San Antonio Center

COMMISSION REPORTS AND DIRECTIONS ON 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 Recreation Department 72 hours prior to the meeting at (650) 947-2790.

Agendas for Parks, Arts & Recreation Commission items may be viewed on the Internet at <http://www.ci.los-altos.ca.us/committees-commissions/parc/meetings.html>

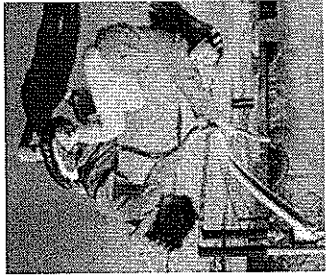
On occasion the Parks, Arts and Recreation Commission may consider agenda items out of order.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, and that are distributed to a majority of the legislative body, will be available for public inspection at the Recreation Department Main Office, Hillview Community Center, 97 Hillview Avenue, Los Altos, California at the same time that the public records are distributed or made available to the legislative body. Any draft contracts, ordinances and resolutions posted on the Internet site or distributed in advance of the Parks, Arts and Recreation Commission meeting may not be the final documents approved by the City Council. Contact the Recreation Department at (650) 947-2790 for the final document.

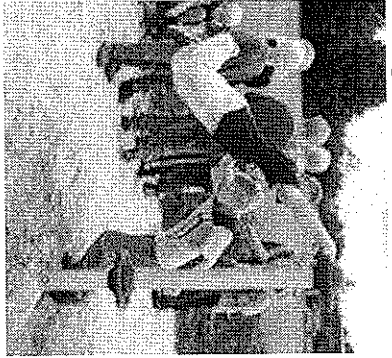
If you wish to provide written materials, please provide the Commission Liaison with **10 copies** of any document that you would like to submit to the Parks, Arts & Recreation Commission for the public record.

For other questions regarding the meeting proceedings, please contact the Recreation Department at (650) 947-2790.

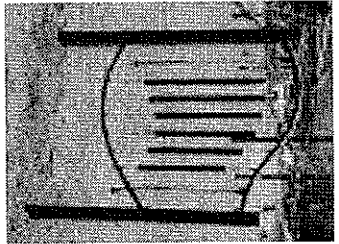
Additional Play Elements



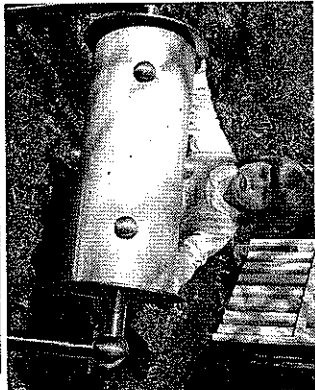
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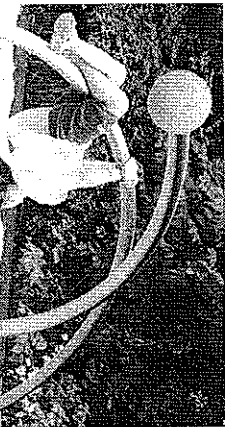
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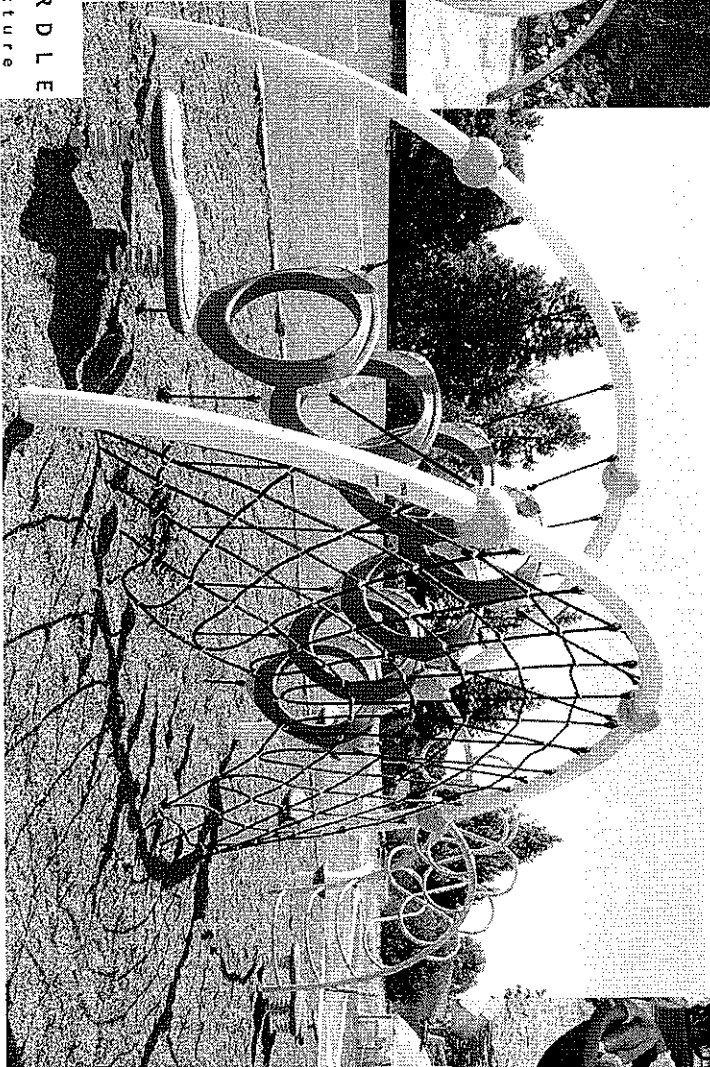
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RAIN MAKER



EVOS



SPINNER BOWL

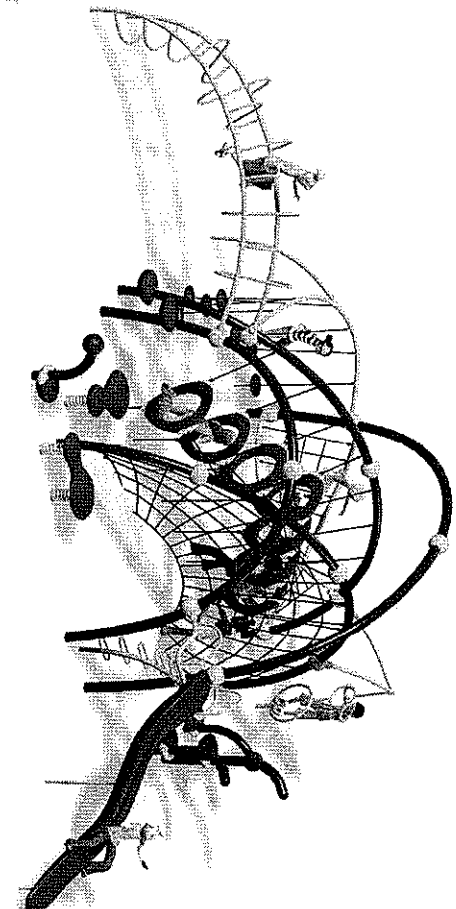
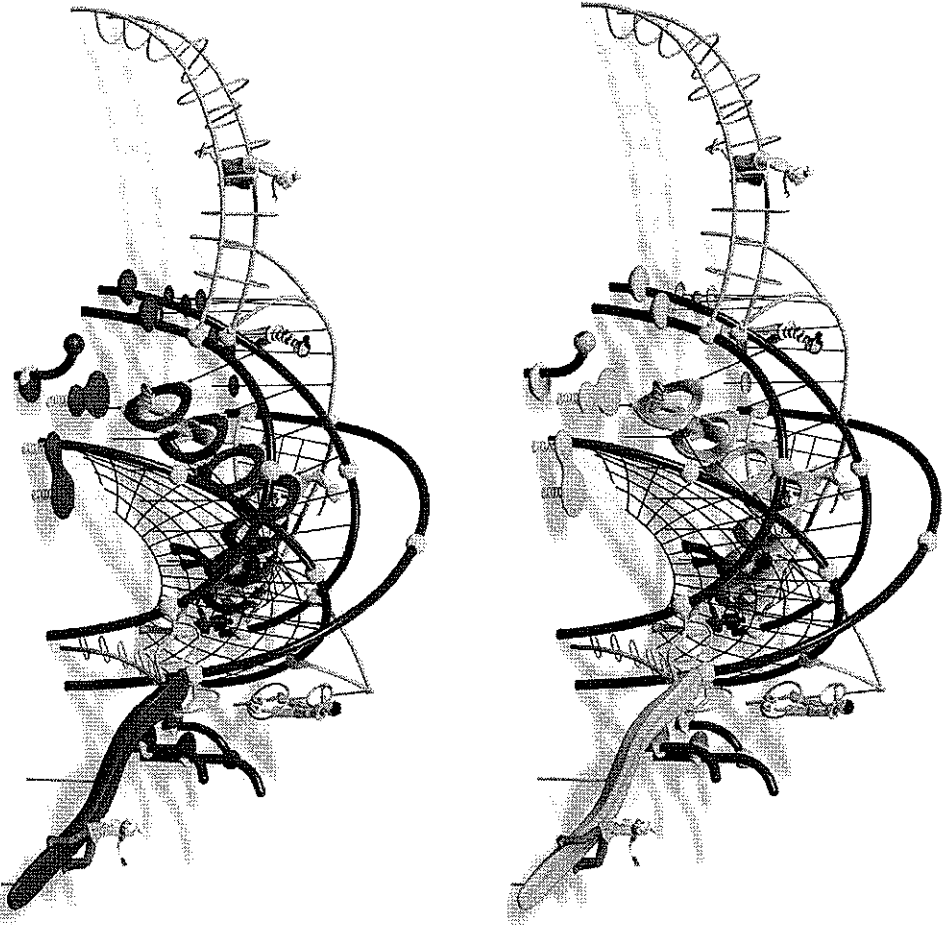


VOYAGER

Rosita Park Play Area

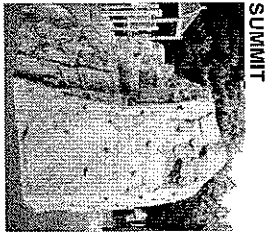
Landscape Structures EVOS

COLOR OPTIONS

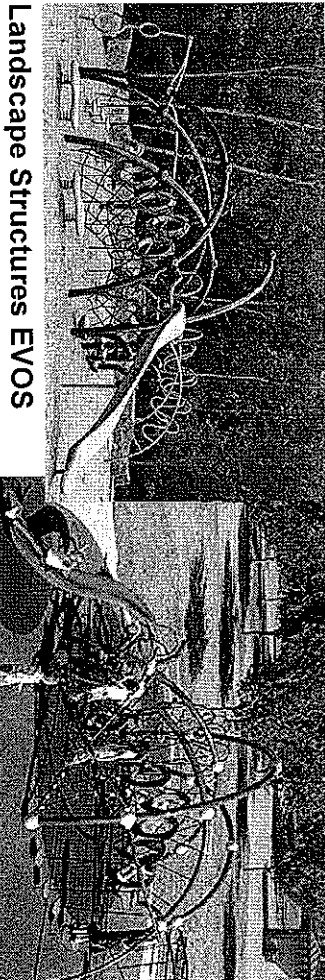
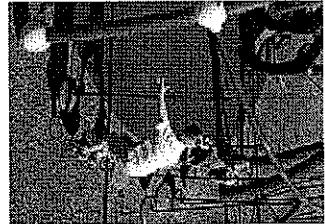
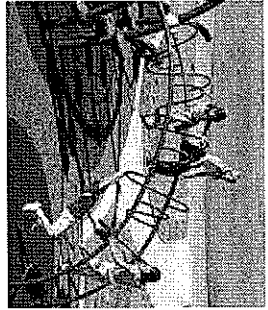


HANSEN & MARDLE
landscape architecture

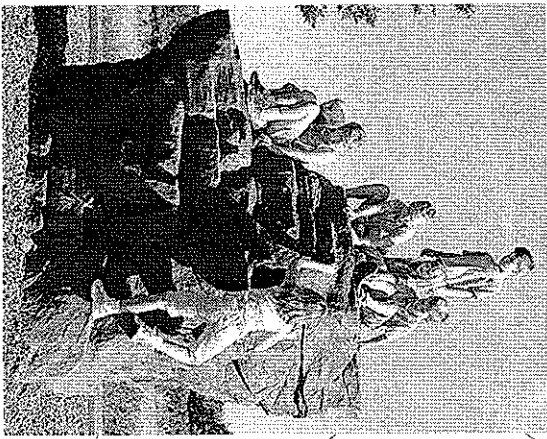
Rosita Park Play Area



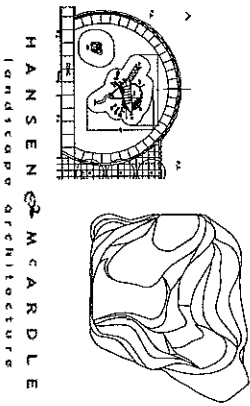
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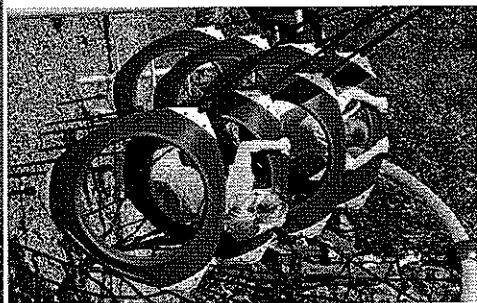
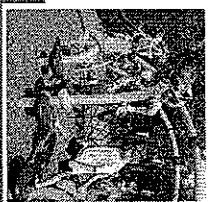
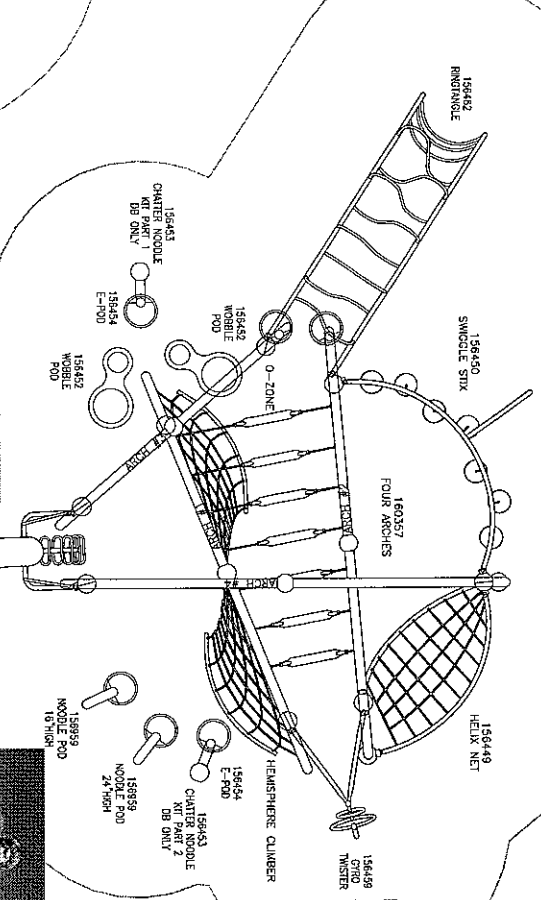
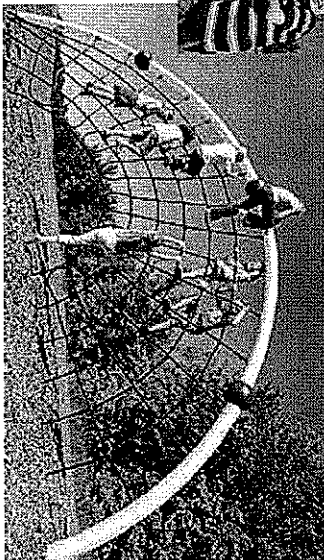
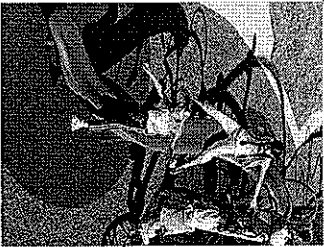
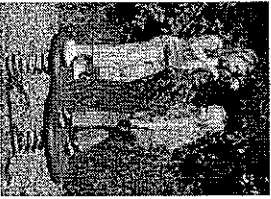
Landscape Structures EVOS



PINNACLE



HANSEN MCGARDLE
Landscape Architecture



Rosita Park Play Area

MINUTES OF A REGULAR MEETING OF THE PARKS, ARTS AND RECREATION
COMMISSION MEETING OF THE CITY OF LOS ALTOS, HELD ON WEDNESDAY,
SEPTEMBER 14, 2011 AT 7:00 P.M. AT NEUTRA HOUSE,
183 HILLVIE W AVENUE, LOS ALTOS, CALIFORNIA

ROLL CALL

PRESENT: Parmar, Baron, Bautista, Beggs, Kilgore,

ABSENT: Greguras, Lee Eng

PLEDGE OF ALLEGIANCE

Chair Parmar led the Pledge of Allegiance.

PUBLIC COMMENTS

Linda Gass gave a presentation on Los Altos History Museum exhibit "Shaped by Water" held from October 8, 2011 – April 22, 2012.

Junko Bryant, Acterra Representative, gave presentation on Redwood Grove installation of creek bank art and rain barrel workshop.

1. Commission Minutes
MOTION BY COMMISSIONER BARON, SECONDED BY COMMISSIONER KILGORE to approve the minutes of the regular meeting of August 10, 2011. THE MOTION CARRIED UNANIMOUSLY.

DISCUSSION ITEMS

2. Park Plan
Commissioners Baron, Kilgore and Chair Parmar reported on presentation of the Park Plan Memo with Amendments to Council on September 13, 2011. Council action was to refer Park Plan to staff for revisions with report back to Council. No time-lines were specified.
3. Public Sculpture Committee
Commissioner Baron Reported on Council action on August 23, 2011 for Committee to report to Council and to determine if role will be expanded to include art.
4. PARC 2011-2012 Work Plan; 2011 Looking Forward Goals and Commission Best Practices
 - a. Review and revisions of 2011 Looking Forward Goals, and
 - b. Assign Goals to Commissioners for purpose of developing sections of the 2011-2012 Work Plan to incorporate 2011 Looking Forward Goals.
 - Park Plan and park-in-lieu fees were deleted,
 - Park Inspection responsibilities changed to Park Liaisons Friends of the Park role.
 - Remove Public Sculpture Subcommittee Goals

- Add Park Charter Goal
 - c. Commission Best Practices was added as a 2011 Looking Forward Goal.
5. Items for Information
- a. Reported on attendance by PARC Commissioners at Council meetings when needed for a park agenda topic– see attached schedule. Please arrange for a substitute PARC Commissioner to attend Council meetings if you are unable to attend your assigned meeting.
 - b. “Fall Recreation Guide” – were distributed
 - c. 2011-2012 PARC Commission Assignments - updated

COMMISSION REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

ADJOURNMENT

Chairperson Parmar adjourned the meeting at 8:55 pm



PARKS, ARTS AND RECREATION COMMISSION

2011 Looking Forward Goals

Revised September 14, 2011

Approved by Council ___

Special Projects

- | | Work Plan |
|---|------------------|
| 1. Redwood Grove – activities completed and sent to Council. Get direction from Council. | MARIA |
| 2. Survey recreation programs with staff and community for report to Council.
Subcommittee of Larry and Pradeep | LARRY |
| 3. Explore mechanisms to assertively encourage on-going community feedback. | DAVID |
| 4. Tour Rosita Park and select playground configuration based on various design recommendations by staff. | SHANNON |
| 5. Assist, review and give recommendation to Council regarding the updated Parks, Arts and Recreation Commission Charter and new ordinance. | KAREN |

Annual Activities

- | | |
|--|----------------|
| 6. Make annual recommendations on Capital Improvement Projects and PARC related items. | MARIA |
| 7. Serve as Friends of Park Liaisons to local parks with activities as assigned by Council. | DAVID |
| 8. To foster Community and City outreach, hold joint meetings with: <ul style="list-style-type: none"> a. Youth Commission, b. Senior Committee, and c. Los Altos Hills Recreation Committee. | ALL |
| 9. Support and attend City events and activities such as Summer Concert Series, Halloween, Fun Run, Community Picnic, Park Openings. | ALL |
| 10. Continue to implement Commission Best Practices. | LYNETTE |

Los Altos Park, Arts and Recreation Commission (PARC) - Work Plan

2011-2012 Council Approved Goals and Projects— October 25, 2011

	Goals Approved on Oct. 25, 2011 by City Council for 2011-2012	Projects Approved on Oct. 25, 2011 by City Council for 2011-2012
1	<p>GOAL 1 Maria</p> <p>a. (Project or activity Owner:)</p>	<p>Redwood Grove – activities completed and sent to Council. Get direction from Council.</p> <p>By Dec. 2011: By Oct. 2011:</p>
	<p>b. Project or activity (Owner:)</p>	<p>By Dec. 2011: By Oct. 2011:</p>
2	<p>GOAL 2 LARRY</p> <p>a. Project or activity (Owner:)</p> <p style="padding-left: 40px;">Subcommittee of Larry and Pradeep</p> <p>b. Project or activity (Owner:)</p>	<p>Survey recreation programs with staff and community for report to Council.</p> <p>By Dec. 2011: By Oct. 2011:</p>

3	<p>GOAL 3 DAVID</p> <p>a. Project or activity (Owner:)</p>	<p>Explore mechanisms to assertively encourage on-going community feedback</p> <p>By Dec. 2011: By Oct. 2011:</p>
4	<p>GOAL 4 Shannon</p> <p>a. Project or activity (Owner:)</p>	<p>Tour Rosita Park and select playground configuration based on various design recommendations by staff.</p> <p>By Dec. 2011: By Oct. 2011:</p>
5	<p>GOAL 5 (Karen)</p> <p>a. Project or activity (Owner:)</p>	<p>Assist, review and give recommendation to Council regarding the updated Parks, Arts and Recreation Commission Charter and new ordinance.</p> <p>By Dec. 2011: By Oct. 2011:</p>
6	<p>GOAL 6 MARIA</p> <p>a. Project or activity (Owner:)</p>	<p>Make annual recommendations on Capital Improvement Projects and PARC related items.</p> <p>By Dec. 2011: By Oct. 2011:</p>

	b. Project or activity (Owner:)	By Dec. 2011: By Oct. 2011:
7.	GOAL 7. DAVID	Serve as Friends of Park Liaisons to local parks with activities as assigned by Council.
	a. Project or activity (Owner:)	By Dec. 2011: By Oct. 2011:
	b. Project or activity (Owner:)	By Dec. 2011: By Oct. 2011:
8.	GOAL 8 ALL	To foster Community and City outreach, hold joint meetings with: a. Youth Commission; b. Senior Commission; c. Los Altos Hills Recreation Commission
	a. Project or activity (Owner:)	By Dec. 2011: By Oct. 2011:
	b. Project or activity (Owner:)	By Dec. 2011: By Oct. 2011:
9.	GOAL 9 ALL	Support and attend City events and activities such as Summer Concert Series, Halloween, Fun Community Picnic, Park Openings
	a. Project or activity (Owner:)	By Dec. 2011: By Oct. 2011:

	b. Project or activity (Owner:)	By Dec. 2011: By Oct. 2011:
10.	GOAL 10 LYNETTE	Continue to implement Commission Best Practices.
	a. Project or activity (Owner:)	By Dec. 2011: By Oct. 2011:
	b. Project or activity (Owner:)	By Dec. 2011: By Oct. 2011:

Los Altos Environmental Commission - Update September 13, 2011
Approved Projects 2010-2011

Goals Approved by City Council Oct 19, 2010	Goals -- Progress Updates
<p>b. Projects 2010-2011</p>	
<p>1 Continue to provide approved community education and outreach activities to achieve natural resource conservation for Los Altos. (Steve Anderson, Linda DeMichiel)</p>	
<p>a. Deliver updated web site that is visually pleasing, navigates well, has relevant, current content, and ties into city look and feel. (Owner: Linda)</p>	<p>By Oct 2011: John will review final site content and design, and run a browser check – then return to Linda for final delivery to City. New site is live.</p> <p>By Sept 2011: Content updates complete and reviewed with sub-committee.</p> <ul style="list-style-type: none"> - Mar 2011: Update on 3 out of 6 areas completed. - Feb 2011: Update on 2 out of 6 areas completed. Council members committed to complete updates in all areas by Feb 28. Linda will have as many updates as possible done by March 14 EC meeting, with all updates ready for review at Council Meeting in April. - Dec 2010: Each area assigned to an EC member to provide updates to Linda. - Nov 2010: Subcommittee established (Linda, John, Patty). Commission reviewed initial prototype from Linda. Agreed to (a) change title on home page to "Environment, City of Los Altos," (b) add "About the Environmental Commission" as a subcategory, and (c) add "What's New" page.
<p>b. Provide approved public information forums for topics of interest to the public. (e.g Packard Building, Solar) (Owner: Steve)</p>	<ul style="list-style-type: none"> - Will engage here when there are specific opportunities related to city programs or policies. One opportunity will be for review of Climate Action Plan /Sustainability Element work - August 2011: Agreed to co-sponsor with Cal Water a forum on Water Efficient Landscaping. They provide speaker, refreshments, staffing, publicity. We provide venue and publicity. Also agreed to investigate ways to publicize the protective tree ordinance in Los Altos.
<p>2 Explore enhancements to further improve waste management in Los Altos. (Don Bray, Steve Anderson, Joe Eyre)</p>	

<p>a. Monitor MTWS waste diversion rate for both regularly scheduled pickups and event waste management. Look for ways to meet and exceed contracted diversion rate. (Owner: Don)</p> <p>b. Make results available to community, along with education on how they can help improve outcomes. (Owner: Steve)</p>	<ul style="list-style-type: none"> - July 2011 – MTWS gave update on diversion rates. Residential ahead of target, commercial lagging. Efforts to work with individual vendors necessary. - May 2011 – article published in LATC re diversion rates and customer satisfaction. - April 2011 – contact made with LATC, waiting for response - March 2011: Article drafted from MTWS information from February - Feb 2011: Update from MTWS, showing diversion rate of 73.3% in December, 70.9% YTD since beginning of contract. Customer satisfaction stats very positive as well.
<p>c. Work with MTWS to provide recycling and composting services for downtown shoppers. (Owner: Joe)</p> <p>d. Help educate citizens as soon as new services are available. (Owner: Steve)</p>	<p>Implementation according to plan.</p> <p>Evaluate other opportunities for waste management downtown. Work with MTWS to identify specific projects. Explore working with LAVA and the Chamber to help educate downtown businesses on how they can increase diversion rates.</p> <ul style="list-style-type: none"> - August 2011 – EC and staff review preliminary design, recommended specific updates to “Recyclables, Organics, Garbage OK, Contents sorted offsite” label around lid of receptacles. - July 2011 – EC recommended specific language for bins to be “Recyclables, Organics, Garbage OK, Contents sorted offsite”. Prefer banding of label around receptacles, but on lid is also ok. - June 2011: EC agrees that single bin solution for downtown shoppers is good solution, requested mock-up of signage waste/recycling bins. MTWS sent out mailer re composting in hot weather and downtown waste program. - April 2011: Council verbally supportive in annual EC-CC meeting of ensuring recycling for downtown shoppers. EC sent memo to CC discussing concern with single bin solution and asking for full staff review. - Mar 2011: Commission is disappointed to learn that the new streetscape plans do not include receptacles for composting and recycling for downtown shoppers.
<p>3</p> <p>a. Use CAPPAs tool to model the impact of various behaviors (i.e. change to florescent bulbs, use energy star appliances, use cold water in washing clothes..). (Owner: John)</p>	<p>Provide modeling and analysis of ways to reduce environmental impact in the community. (Subcommittee: Don Bray, John Reed, Patty Rosewater)</p> <p>ITEM CLOSED. Moving directly to Climate Action Plan (#4 below).</p> <ul style="list-style-type: none"> - Apr 2011: Each EC member to gather information on how other cities have addressed this problem. - Mar 2011: Top 20 opportunities from CAPPAs modeled identified, however definition of those opportunities very broad. Need to continue to drill down to get to a meaningful discussion on program possibilities.

<p>b. Pick a limited number to pursue with Council approval, develop education and outreach activities to educate community. (Owners: Don, John, Patty)</p>	<ul style="list-style-type: none"> - Feb 2011: John still working on data. Will call meeting of subcommittee (John, Don, Patty) to identify areas of concentration. - Nov 2010: John has identified ~20 elements to examine more closely. Will meet with Don to get data to complete analysis and have specific items to review at Dec meeting. <p>Work with Planning Services Manager to develop Sustainability element to Los Altos General Plan. (Joe Eyre, Chris Keller, Linda DeMichiel)</p>
<p>a. The 2011 CIP includes funds for this project in July 2011. The EC will serve in an advisory and review role. (Owners: Joe, Don)</p>	<p>Milestones TBD, based on staff and consultant discussions.</p> <ul style="list-style-type: none"> - September 2011: Proposals submitted by consultants, to be reviewed by EC subcommittee and City Staff by October 2011 meeting. - August 2011: Gathering proposals from consultants, hope to review by September 2011 meeting. Will work on CAP first, then imbed into sustainability element later. - June 2011 – Met with James Walgren to move forward. Next step is hiring consultant, James will work on RFP. - Apr 2011: After some initial miscommunication, staff confirms that there is funding in this year's CIP for updating the General Plan to address AB32 and SB375 requirements, still planned to begin in July 2011. Staff requests EC involvement in the process, specifics TBD.
<p>5.</p>	<p>Implement approved education program regarding re-useable bags in Los Altos. (Patty Rosewater)</p> <p>a. Continue to partner with Chamber of Commerce in visits with CVS Pharmacy and Walgreens to inquire about their re-useable bag programs. (Owner: Patty)</p> <p>b. Publicize results of reusable bag survey as appropriate. (Owner: Patty)</p> <p>Ongoing: Report on any new legislation/activity regarding reusable bags</p> <ul style="list-style-type: none"> - August 2011: California Supreme Court sided with Manhattan Beach, said EIR was not required for its ban on plastic bags. - July 2011: Contacted Safeway for an update re implementation of bag ban in San Jose, law scheduled for implementation in Jan 2012. They said it took ~5 years of work to get that in place, they don't take a position either pro/con for legislation but did say that banning ALL single-use bags is much better than banning only plastic (as SFO did), because there is no incentive to reduce single use bags and all are environmentally undesirable. Recommended we take a "wait and see" approach to see how SJ does before considering anything. - Jan 2011: EC Member and ED of Los Altos Chamber of Commerce visit Drug stores in Los Altos to inquire about re-useable bags program. Report published on web site; article in LATC.
<p>6.</p>	<p>Continue to work to foster water conservation in Los Altos. (Linda DeMichiel, Chris Keller)</p>

<p>a. Continue to work with Cal Water to develop Los Altos specific baseline. (Owner: Chris)</p>	<p>TBD Cal water data + 4 months: Article re water usage in LATC. TBD Cal Water data + 2 months: Updated baseline with most current information published on web site. TBD based on Cal water data: Baseline of trends over 5 years established, and incorporated into dashboard (see Goal #3). – August 2011: Cal Water says we can apply to get information at the end of Q3 2011. – March 2011: Cal water has agreed to elements, still waiting for data. – Feb 2011: Chris to arrange for update from GTLA at next month meeting re Cal Water baseline. – Nov 2010: Cal Water agreed to provide baseline data to Los Altos. GTLA leading effort to define exact data collected and timeline.</p>
<p>b. Incorporate water resource plans into broader "Sustainability Element" above. (Owner: Linda)</p>	<p>TBD: Program presented to Council as part of Sustainability Element. TBD Cal Water data + 4 months: One program selected and documented to propose to staff and Council for water conservation.</p>
<p>7 Other Council goals as directed. a. Investigate state requirements and funding opportunities for creek-clean up. (Owner: J) b. Review recommendations by Recycling and Waste Reduction Commission of Santa Clara County (RWRC) for related to disposal and management of Expanded Polystyrene (Styrofoam) (Owner: Steve & Chris)</p>	<p>– By Mar 2011: Report from staff that annual creek cleanup is required by state in order to fulfill permits for storm drainage into creek. General Comment from Council: If any programs require funding, case must be presented in time for annual budget cycle. – By October 2011, EC subcommittee will review RWRC recommendations, and examples of steps taken by other local municipalities. MTWS is providing additional content and perspective based on their experience. Subcommittee will present initial findings and recommended next steps to the EC.</p>