

PARKS & RECREATION COMMISSION MEETING

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

Community Meeting Chambers, Los Altos City Hall
1 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.

SPECIAL PRESENTATION

1. 2013 Teen Egg Launch
Award certificates to Jackson Aldrich and Dharma Stuart for participation
2. Acterra
Update on activities at Redwood Grove over past year

ITEMS FOR CONSIDERATION/ACTION

3. Commission Minutes
Approve minutes of the regular meeting of March 13, 2013
4. FY 2013/14 – 2017/2018 Capital Improvement Program
 - a. Discuss any proposed new projects
 - b. Discuss and approve prioritization for new & existing projects
5. 2013 Goals
 - a. Approve 2013-2014 work plan goals for Joint Meeting with Council
 - b. Receive new sample template for Commission work plans
6. California Association of Park & Recreation Commissioners
Receive update on new City of Los Altos membership

7. Annual Recreation Events
Receive schedule of annual Recreation sponsored events

8. 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,
FEBRUARY 13, 2013 AT 7:00 P.M. AT COUNCIL CHAMBERS,
ONE NORTH SAN ANTONIO ROAD, LOS ALTOS, CALIFORNIA**

ESTABLISH QUORUM

PRESENT: Baron, Beggs (served as interim Chair), James, Lucia Parmar and Tooley,

ABSENT: Lee Eng

PUBLIC COMMENTS

None

SPECIAL PRESENTATION

1. Introduction of new commissioners: Bill James, Jamie Lucia and Jack Tooley

ITEMS FOR DISCUSSION/ CONSIDERATION

2. Commission Minutes
MOTION Parmar; SECOND Baron APPROVED minutes of the February 13, 2012 regular meeting
3. Chair and Vice Chair Election
APPOINTED UNANIMOUSLY (6-0), Lee Eng Chairperson and Lucia Vice Chairperson
4. FY 2013-14 2017-2018 Capital Improvement Program
 - a. Assistant City Manager & Community Development Director, James Walgren presented an overview of the Capital Improvement Program, projects and five year scheduled project list.
 - b. Walgren presented new proposed project concept design for updated Community Plaza (attached) Public speaker: Ron Labetich – in favor of an updated Community Plaza
Creating a new project of undirected play-natural landscaping suggested by Tooley
5. Recreation Survey Comprehensive Findings Report
Baron and Parmar presented comprehensive findings of the online Recreation program community survey
6. 2013 Goals
Revised workplan for 2013 in advance of joint meeting with City Council
7. 2013 City Council Meeting Assignments
Reviewed assignments
8. April Regular Meeting Date
Determined that a quorum will be present for regular meeting April 10, 2013. Parmar will be absent

INFORMATIONAL ITEMS

9. CPRS Conference Expo
Beggs provided recap of attendance at Conference and distributed information sheet on the California Association of Park and Recreation Commissioners and Board Members and Spohn Ranch skate-able art
10. Monthly Staff Report
 - a. Save the Date Volunteer Recognition Event on April 25
 - b. Joint Meeting with City Council April 30, 2013
 - c. Egg Hunt on March 30
 - d. Stride & Ride Festival on June 1
 - e. State St closure events in planning for mid-July

COMMISSIONERS' REPORTS AND COMMENTS

None

POTENTIAL FUTURE AGENDA ITEMS

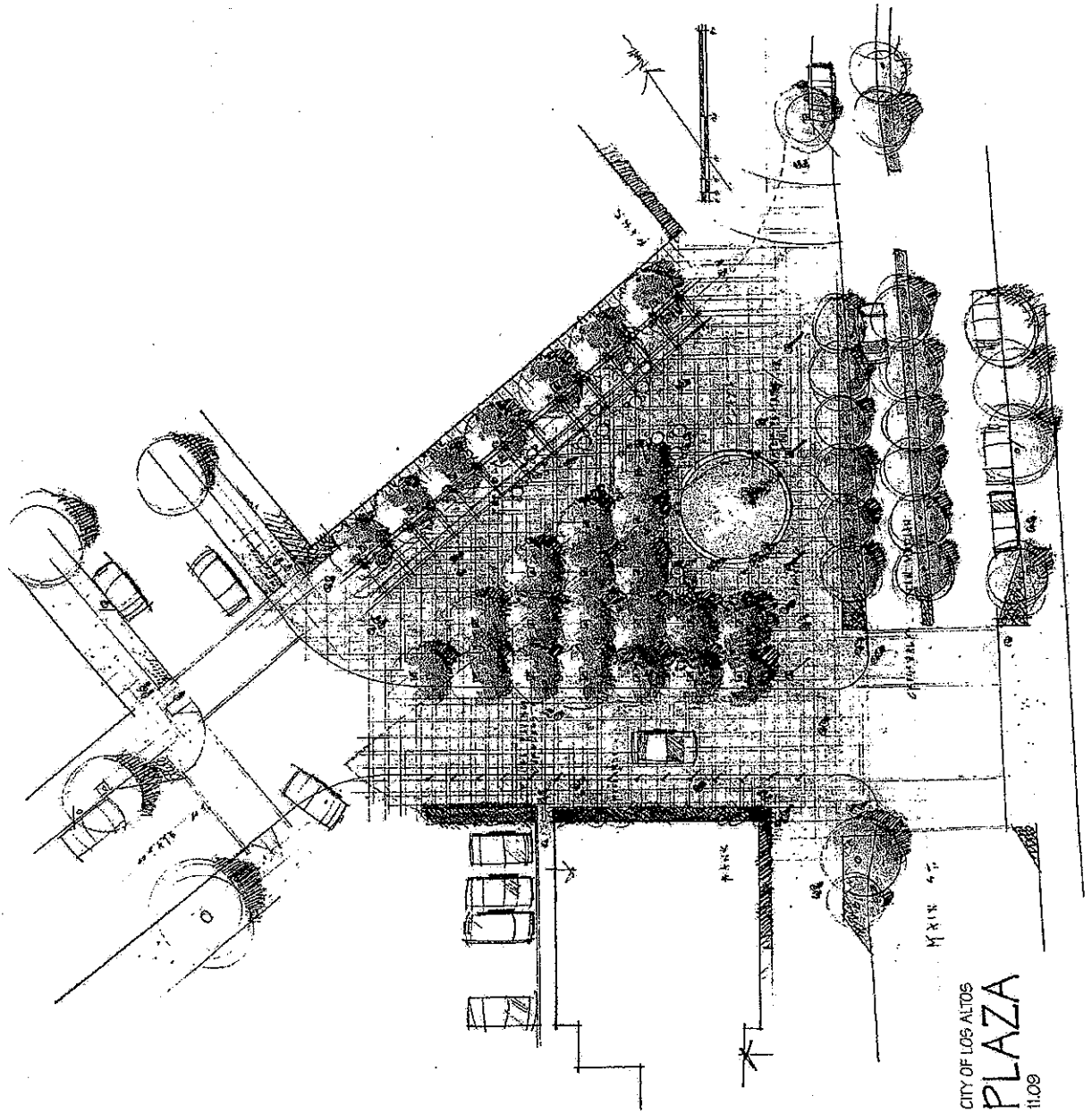
- Update from Acterra on Redwood Grove
- Recreation event matrix
- Park Tours
- Work Plan
- Spohn Ranch and/or American Ramp skate-able art options

ADJOURNMENT

Commissioner Beggs adjourned the meeting at 9:15 p.m.

NEW HANDOUTS

Item 4B Walgren handout



SPEAKER CARDS

Speaker Card Item 4B



COMMISSIONER BEGGS HANDOUT

California Association Of Park And Recreation Commissioners And Board Members

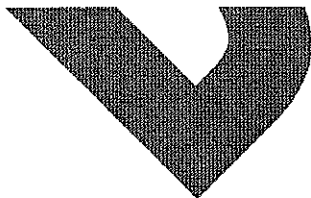
<http://www.caprpbm.org>

Mission:

To be the premier resource for information on issues and ideas supporting the role and responsibilities of Commissioners and Board Members. Enhance the abilities of commissioners and board members through educational and networking opportunities to be more effective.

Goals:

- To promote the advancement of the park, recreation and conservation movement throughout the state, through the development of strong individual and group citizen involvement and participation;
- To strengthen and expand the status, role, and effectiveness of all recreation-parks, boards and commissions for the accomplishment of greater public service;
- To promote the education of citizens and citizen's groups as to the needs, opportunities and potentials of recreation, park and conservation services throughout the state;
- To encourage the most efficient and effective organization and administration of park, recreation and conservation services at all levels and to provide a continuous channel of communication at district, city, county, state and national levels;
- To work for the proper recognition and financial support of park, recreation, and conservation services at all levels;
- To establish policies as general guidelines for the direction of government in matters affecting recreation, parks and conservation;
- To implement and accomplish such programs or proposals consistent with the purpose of this organization.





MEMORANDUM

DATE: February 22, 2013
TO: City of Los Altos Advisory Commissions
FROM: James Walgren, Assistant City Manager
SUBJECT: FY 2013/14 – 2017/2018 CAPITAL IMPROVEMENT PROGRAM

BACKGROUND

The City of Los Altos implements a five-year Capital Improvement Program (CIP), which is reviewed and updated each fiscal year. The City Council supports use of a systematic process to gather input from City Commissions regarding potential new CIP projects before staff presents a draft FY 2013/14 – 2017/18 CIP document to the City Council for adoption.

In addition, state law requires that the Planning and Transportation Commission review the CIP to find that it is consistent with the City's General Plan.

DISCUSSION

Commission review of the five-year CIP will be done in a two-step process. In March 2013, the Commissions will receive and review the current status of active CIP projects. Also at the March meetings, Commissions will discuss potential new projects that relate to their areas of responsibility. Staff will conduct preliminary review of the project ideas and provide related feedback at follow-up April meetings, when the Commissions can have focused discussions on identifying and prioritizing their CIP recommendations to the Council.

Staff will then evaluate the financial and resource needs, as well as feasibility, related to the Commissions' CIP recommendations. All recommendations will be evaluated in the budget development process which staff undertakes to develop its recommendations regarding new, deferred, modified or deleted CIP projects. It is planned that this information will be presented to the Council at a study session in late May.

Given the City's conservative fiscal policies, capital project priorities have traditionally been focused on health and safety issues as well as core responsibilities such as street, utilities and infrastructure maintenance and repair. There may be, however, other improvements that would contribute towards enhancing the overall quality of life that go beyond these more routine activities.

When the Commissions deliberate on this matter, it is suggested that the following be done as part of the discussions:

- Review existing CIP projects in the Commission's area of responsibilities and recommend which ones could/should be re-prioritized to different years
- Identify projects that may no longer meet a community need and could be eliminated either from the scheduled or unscheduled list of projects
- Identify unscheduled projects that may be placed in the new five-year schedule
- Recommend new projects

A list of current projects and the list of unscheduled projects are attached for your information and reference. At this point, the only planned fifth year projects are those related to annual infrastructure maintenance.

The complete five-year Capital Improvement Program, with project descriptions, can be viewed at www.ci.los-altos.ca.us/finance/cip. Please feel free to contact me at (650) 947-2635 or at jwalgren@losaltosca.gov if you have any questions.

Attachments:

1. Active CIP project status dated February 22, 2013
2. Current five-year planned CIP projects
3. Unscheduled CIP projects

City of Los Altos
Capital Improvement Program Project Status
December 31, 2012

CIP #	PROJECT TITLE	Project Lead	Target Completion Date	Actual Completion Date	STATUS			
					Complete	In Construction	In Bid Process	In Design or Study
ACTIVE PROJECTS								
Community Development - Infrastructure								
01209	Special Projects and Studies	J. Walgren	Completed Nov-13	12/31/2012	X			
01308	Special Projects and Studies	J. Walgren	Nov-13				X	
00816	First Street Streetscape Design	D. Brees	Completed	11/13/2012	X			
00817	Loyola Corners Streetscape Design	D. Brees	Completed	On Hold	X			
00922	First Street Utility Undergrounding - Phase I	D. Brees	Nov-13			X		
00930	Demolition of 400 Main Street	M. Bocalan	Completed	10/26/2010	X			
01008	San Antonio Road Streetscape Construction	V. Chen	May-13			X		
01023	First Street Utility Undergrounding - Phase II	D. Brees	May-14				X	
01027	First Street Streetscape Construction	J. Walgren	Nov-13			X		
01211	Climate Action Plan	Z. Dahl	May-13				X	
01313	Parking Management Plan	K. Kleinbaum	May-13				X	
01314	ADA Transition Plan	D. Brees	Nov-13				X	
Technology								
00316	Financial System Upgrade	R. Morreale	Aug-14			X		
00921	Public Works/Finance Document Archiving	Gustf/Morreale	TBD			X		
00923	Police Records Mgmt & Dispatch System	T. Younis	May-14			X		
01218	Document Management Systems	Morreale/Maginot	Aug-15				X	
01317	IT Initiatives	R. Morreale	May-14				X	
01318	KMVT Increased Public Broadcasting Capital	R. Morreale	Feb-13			X		
01319	KMVT & LASD Broadcasting Capital Pilot	R. Morreale	Feb-13			X		
Civic Facilities - Parks and Trails								
01214	Shoup Redwood Grove	TBA	TBD					X
01311	Skate Park (Skatable Art Work)	TBA	TBD					X
Buildings - Parking Lots								
Transportation - Streets and Roadways								
01201	Street Resurfacing	A. Fairman	Completed	9/11/2012	X			
01202	Street Striping	K. Small	Completed	9/25/2012	X			
01301	Street Resurfacing	K. Small	Aug-13				X	
01302	Street Striping	K. Small	TBD					X
01309	Street Slurry Seal	K. Small	Aug-13				X	
00220	Fremont Avenue Bridge Replacement	V. Chen	Aug-14				X	
00325	Rehabilitate Portland Avenue Bridge	V. Chen	Aug-15				X	
Pedestrian and Bicycle Safety								
01107	ADA Accessibility	K. Small	Aug-13				X	
01203	Concrete Repair	A. Fairman	Completed	8/28/2012	X			
01207	ADA Accessibility	M. Bocalan	Nov-13				X	
01208	NTMP Projects	C. Novenario	Completed	6/30/2012	X			
01303	Concrete Repair	M. Bocalan	Aug-13				X	

City of Los Altos
Capital Improvement Program Project Status
December 31, 2012

CIP #	PROJECT TITLE	Project Lead	Target Completion Date	Actual Completion Date	STATUS				
					Complete	In Construction	In Bid Process	In Design or Study	Not Started
ACTIVE PROJECTS									
01306	ADA Accessibility	M. Bocalan	Nov-13					X	
01307	NTMP	C. Novenario	TBD					X	
01122	Traffic Signs Replacement	K. Small	Completed	9/1/2012	X				
01212	Traffic Sign Replacement	K. Small	Nov-13		X				
00933	Miramonte Ave & Covington Road Traffic Signal	C. Novenario	TBD					X	
01012	Collector Street Traffic Calming	C. Novenario	TBD					X	
01118	Pedestrian Master Plan	C. Novenario	TBD					X	
01119	Portola Ave Sidewalk	K. Small	TBD					X	
01120	Grant Rd Pathway Bryant to Altamead	K. Small	Feb-14					X	
01216	In Pavement Crosswalk Lighting Systems	K. Small	Completed	10/23/2012	X				
01219	Homestead Road Safety Improvements	K. Small	Nov-13			X			
01315	Speed Zone Survey	C. Novenario	May-13					X	
01316	Main Library Parking Lot	M. Bocalan	Feb-14						X
01320	Intersection Bicycle Loops	K. Small	Feb-14						X
01321	University Milverton Ped Improvements	K. Small	Aug-13					X	
Wastewater Systems - Sewer									
01104	Sewer Main Repairs	A. Fairman	Nov-13					X	
01204	Sewer Main Repairs	A. Fairman	Completed	12/11/2012	X				
01205	Sewer Main Video	M. Bocalan	Completed	7/24/2012	X				
01206	Sewer Root Foaming	M. Bocalan	Completed	7/24/2012	X				
01304	Sewer Main Repairs	A. Fairman	Feb-14					X	
01305	Sewer Root Foaming	M. Bocalan	Aug-13			X			
00612	Sewer Metering Stations	L. Lind	Aug-13			X			
01014	South Sewer Main Replacement - Phase I	A. Fairman	May-13			X			
01114	Sewer Main Replacement - Phase II	A. Fairman	Nov-13					X	
01115	Fallen Leaf Lane Sewer Main Replacement	A. Fairman	Nov-13					X	
01117	Sewer Master Plan Update	L. Lind	May-13					X	
01210	Sewer Collection System Upgrade	A. Fairman	Completed	12/11/2012	X				
01310	Sewer Collection System Upgrade	A. Fairman	Feb-14					X	
Storm									
00717	Storm Drain System Master Plan	V. Chen	Nov-13					X	
01116	NPDES Compliance Design	M. Bocalan	Completed	12/11/2012	X				
01312	NPDES Compliance	M. Bocalan	Completed	12/11/2012	X				
# of Projects					16	11	3	28	6
					64				

City of Los Altos

Five-Year Capital Improvement Program FY 2012-2013 to 2016-2017

Capital Projects Fund	Prior Year	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	Total
Prior Year Active Projects	14,838,664						14,838,664
Annual ADA Accessibility		115,000	115,000	115,000	115,000	115,000	575,000
Annual Concrete Repair		200,000	200,000	200,000	200,000	200,000	1,000,000
Annual NTMP		75,000	75,000	75,000	75,000	75,000	375,000
Annual Sewer Main Repair		369,000	369,000	369,000	369,000	369,000	1,845,000
Annual Sewer Main Video		379,000	379,000	379,000	379,000	379,000	1,516,000
Annual Sewer Root Foaming		332,000	332,000	332,000	332,000	332,000	1,328,000
Annual Special Projects and Studies		50,000	50,000	50,000	50,000	50,000	250,000
Annual Street Resurfacing		775,000	775,000	475,000	475,000	475,000	2,975,000
Annual Street Striping		75,000	75,000	75,000	75,000	75,000	375,000
ADA Transitional Plan (New)		88,000					88,000
Biennial Street Slurry Seal		125,000					125,000
City Center Facilities (New)							
Intersection Bicycle Stops (Renovated) (2015)		115,000					115,000
IT Initiatives (FY 11-12 Roll Forward)		102,000					102,000
OSW Infrastructure Public Broadbanding Capital (New) (PBC)		65,000					65,000
OSW Infrastructure Public Broadbanding Capital (New) (PBC)		13,200					13,200
OSW Infrastructure Public Broadbanding Capital (New) (PBC)		84,000					84,000
Municipality Parking Lot (New)		36,000					36,000
General Maintenance Road Improvements (Item Unscheduled)		190,000					190,000
NPDES Compliance (Construction)		165,000					165,000
Parking Management Plan (New)		943,000	1,000,000			1,000,000	2,943,000
Sewer Collection System Upgrade		382,000					382,000
Skate Park		66,000					66,000
Special Zone Survey (New)							
Covington Road Class I Pathway-Design			75,000				75,000
First Street Design-Phase II			268,000				268,000
Redwood Grove Park Rehabilitation (New)			372,000				372,000
Traffic Sign Replacement			25,000				25,000
City Alley Resurfacing			195,000		25,000		220,000
Covington Class I Pathway-Construction			201,000				201,000
Grant Road Bicycle Lane			65,000				65,000
Marycnade Park Renovation			269,400				269,400
McKenzie Park Renovation			390,360				390,360
Mitamento Avenue Path			1,656,000				1,656,000
Sewer Main Corrosion Rehabilitation (Split over 2 years)			603,000		603,000		1,206,000
Carmel Terrace Class I Pathway Construction			280,000				280,000
Carmel Terrace Class I Pathway Design			85,000				85,000
San Antonio Road Left Turn Lane					236,000		236,000
Total Dollars	14,838,664	4,365,200	4,110,000	5,095,760	3,299,000	2,716,000	34,424,624
Total Project Count	47	22	14	16	14	10	123

City of Los Altos

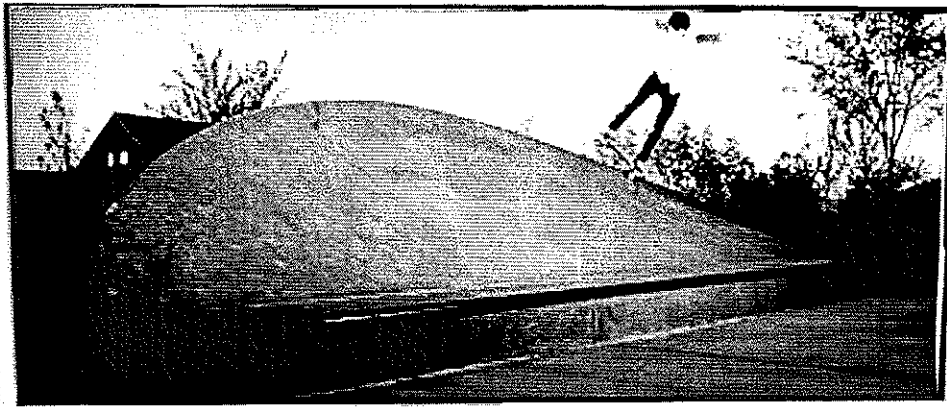
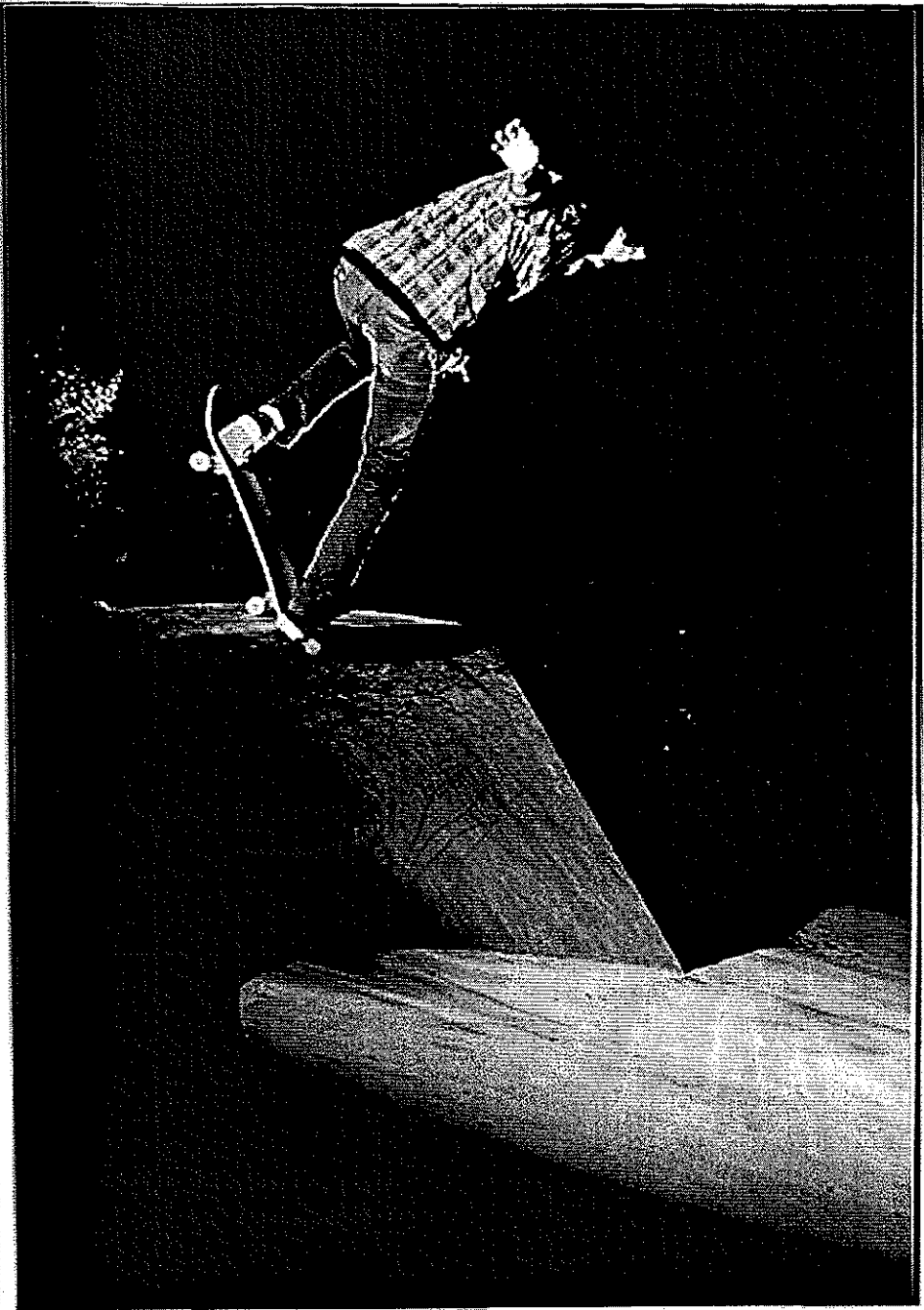
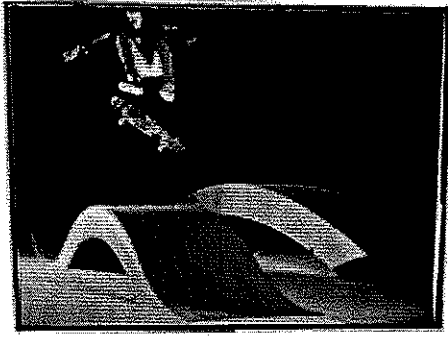
Unscheduled - No Priority Assigned

Presented in Alphabetical Order	CIP	Sewer	Impact Fee	Park-In-Lieu	Gas Tax	SR2S	TDA	CDBG	PARKING	TOTAL
Community Plaza Renovation	3,350,000									3,350,000
Covington Road Bicycle Path	414,000									414,000
Dog Park (Added to unscheduled from 12-15)				227,000						227,000
Downtown Parking Lots Slurry Seal	304,000									304,000
El Monte Avenue Traffic Calming	1,000,000									1,000,000
El Monte Avenue/Cuesta Drive Signal	100,000									100,000
City Facility Repairs	95,000									\$95,000
First Street Construction Phase II	3,300,000									3,300,000
Foothill Expressway Landscaping	590,000									590,000
Fremont Avenue Traffic Calming			2,650,000							2,650,000
Grant Park Renovation				194,000						194,000
Grant Road Traffic Calming	64,000									64,000
Herrings Oaks Park Renovation			2,035,000							2,035,000
Loyola Corners Streetscape	\$1,265,525									\$1,265,525
Miramonte Avenue Sidewalk Design	40,000									40,000
Montclair Park Renovation	157,000									157,000
Montclair Tennis Court Lights	98,400									98,400
MSC Living Wall and Storage Sheds	190,000									190,000
Neighborhood Pathways	222,000									222,000
Portland Avenue Pathway	346,000									346,000
Recreation Plan (newly proposed)	60,000									60,000
Redwood Grove Bridge Replacement	252,000									252,000
San Antonio City Park (Added 12-15)	928,000									928,000
San Antonio Road/W. Edith Intersection	1,500,000									1,500,000
Springer Road Path -- Berry Avenue	576,000									576,000
Springer Road Sidewalk	164,000									164,000
Springer Road Traffic Calming	100,000					450,000				550,000
St. Joseph Avenue Traffic Calming	35,000					311,000				346,000
Traffic Signal Battery Backup	132,000									132,000
Windmer Drainage Channel	71,000									71,000
SVU city Wide Wireless	750,000									750,000
TOTAL	\$15,503,925	\$0	\$4,685,000	\$421,000	\$0	\$761,000	\$0	\$0	\$0	\$21,370,925

SPOHN RANCH SKATEPARKS

2009 Skateable Art Work Catalog

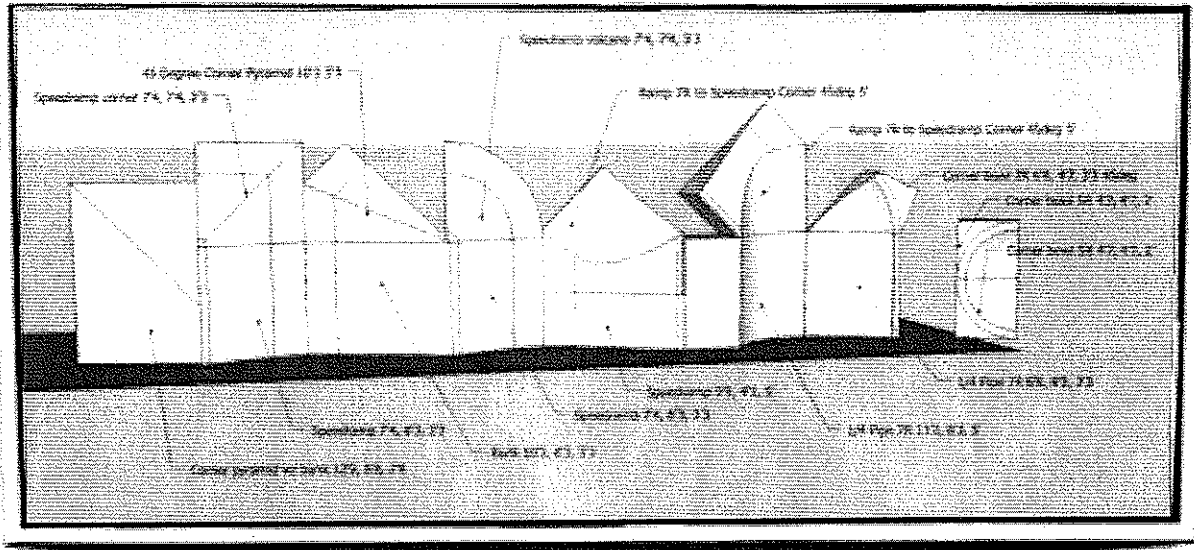
COMBINING THE BEST OF SKATE
SPOTS AND PUBLIC SCULPTURES



WHAT IS SKATEABLE ART?

TURNING SKATE INTO ART

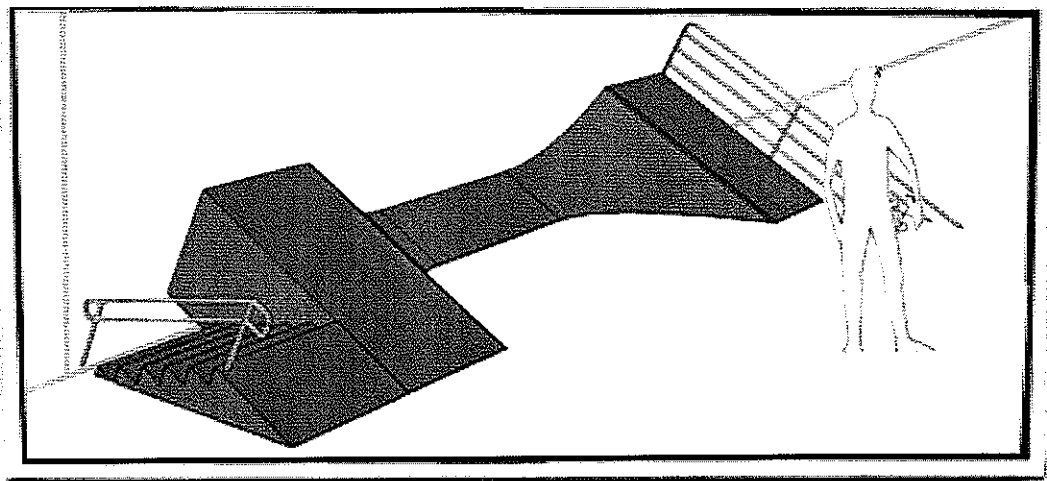
NYC-based visual artist Christopher Green was inspired to use Spohn Ranch's pre-cast skate element to create a unique concrete sculpture for a new public art installation. By repurposing typical skatepark elements and reorienting their traditional alignments, he's created a stunning visual piece.



TURNING ART INTO SKATE

By rotating a half-pipe by 45 degrees and sinking it into the ground, a traditional skatepark element is transformed into a new piece of skateable sculpture.

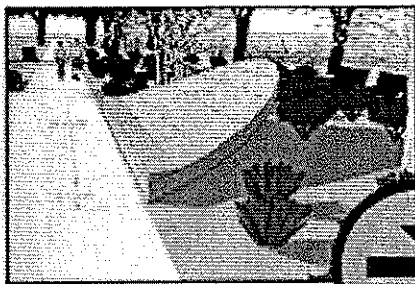
This transcends the previous incarnations of skateable art (skate elements painted or graffitied) and converts the skate elements into a more abstract work which encourages new lines, tricks and modes of skating.



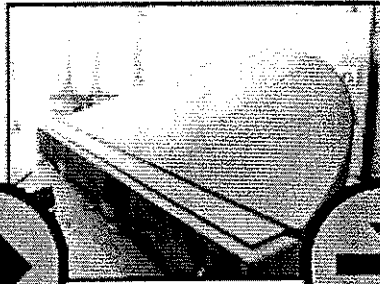
CREATING SKATEABLE ART

FROM INITIAL CONCEPT TO FINISHED ARTWORK

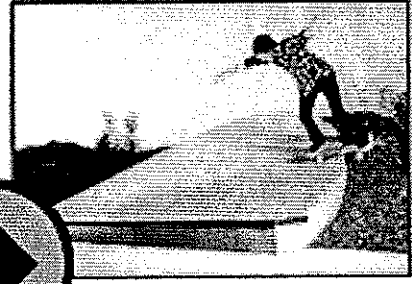
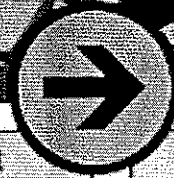
Spohn Ranch combines the capabilities of a full design staff, custom pre-cast concrete factory and 50,000-sq. ft. fabrication shop to offer the widest range of skateable art services and products in the industry. Whether working with a landscape architect to realize their vision, or enhancing a municipal skatepark with art pieces, Spohn Ranch will tailor a scope of work to integrate with any client's existing capabilities.



Designed to your
Environment



Precision-cast
in our Factory

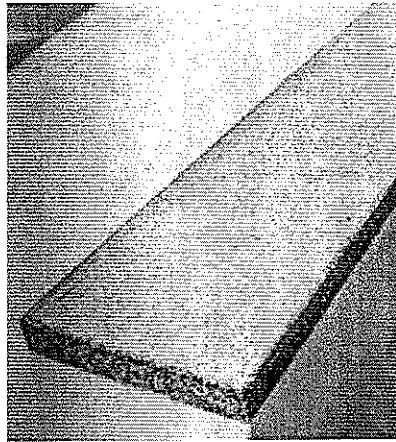


Installed & Ready
for Skating

THE BEST CONSTRUCTION MATERIALS AND METHODS

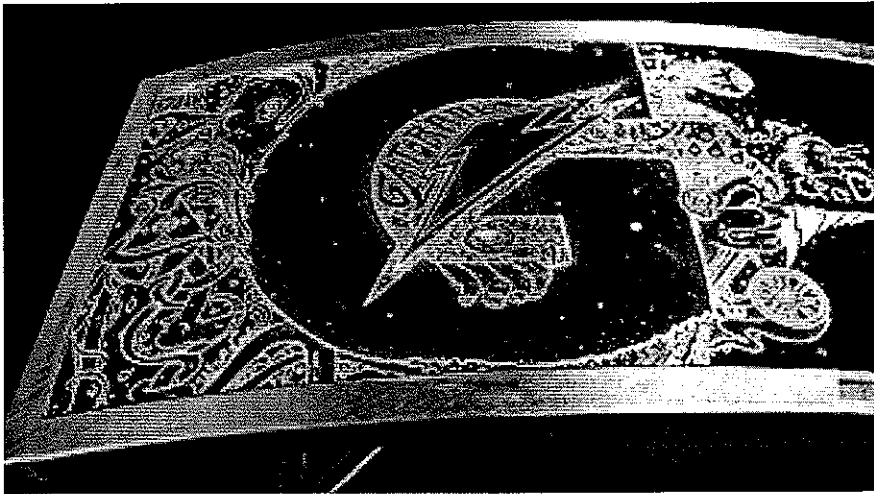
Working with the complicated forms of skateable art requires skill and experience. That's why Spohn Ranch partners with a pre-cast concrete factory backed by 50 years of experience. That's why the average Spohn Ranch shop crew member has eight years of custom fabrication experience. Whether working in concrete, stainless steel or advanced tech materials, Spohn Ranch uses the R&D and field testing to insure success.





AESTHETIC ENHANCEMENTS CUSTOM COLORS, TEXTURES AND FINISHES

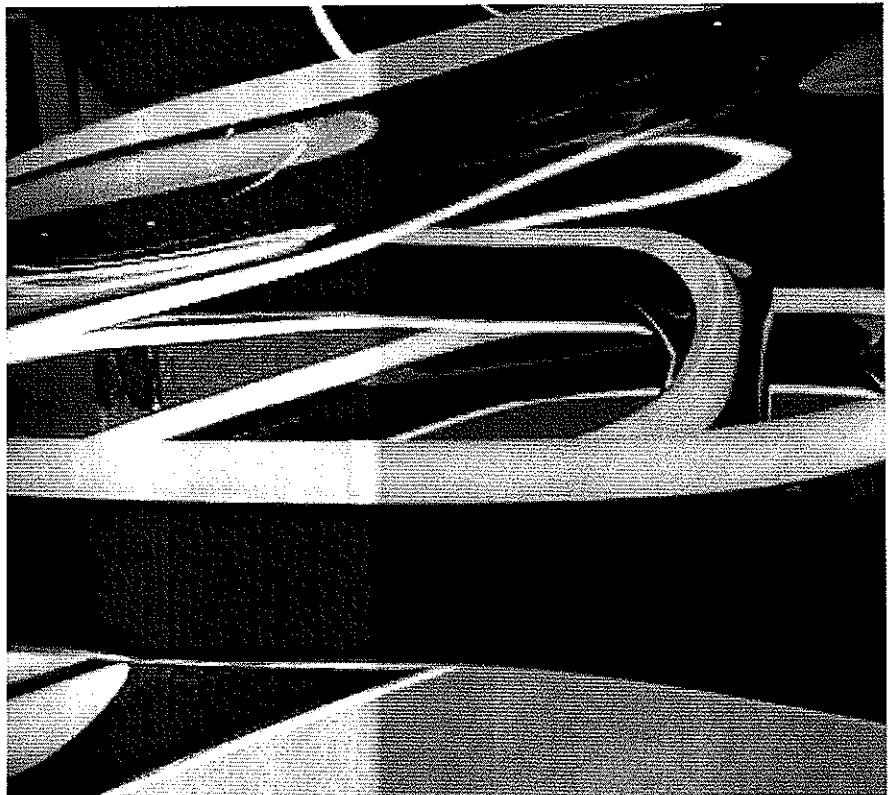
Tinted concrete, granite ledges and brick textures elevate skate elements to the level of public sculpture.



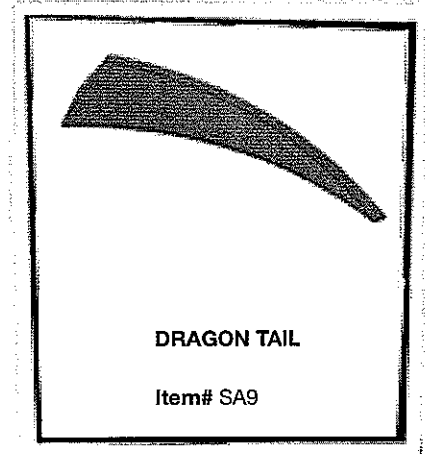
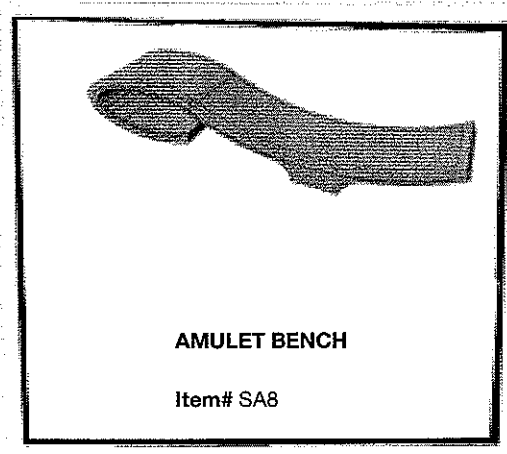
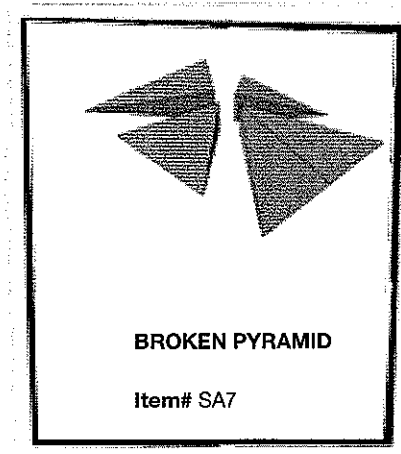
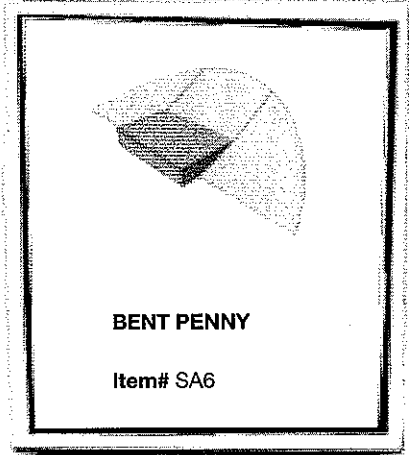
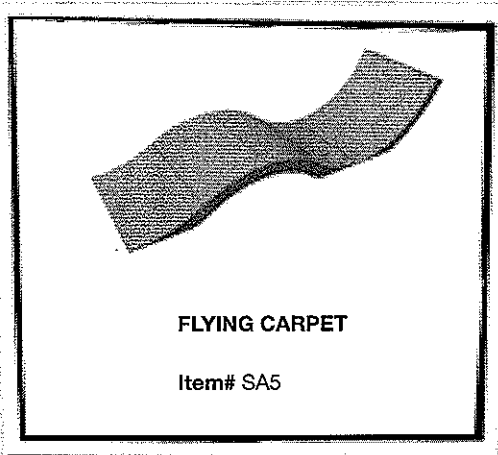
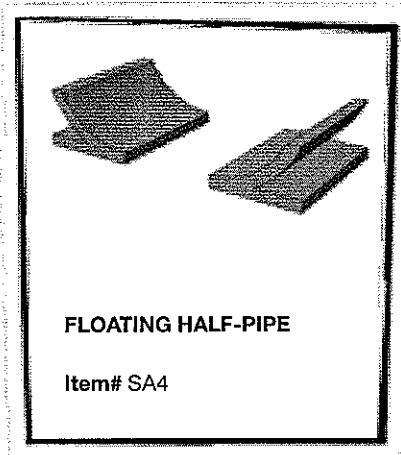
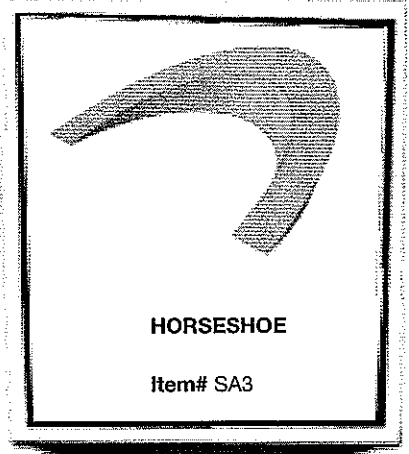
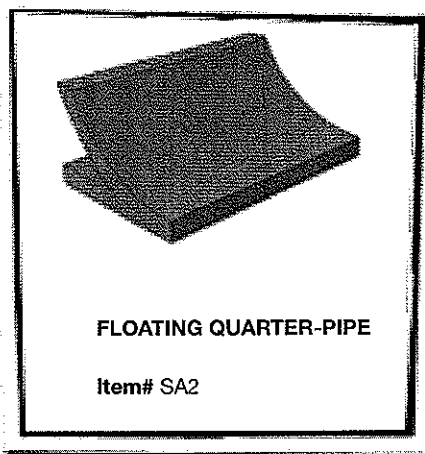
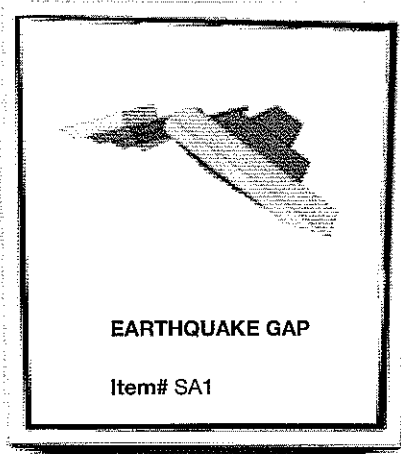
Spohn Ranch can customize any skateable art piece to match existing aesthetics or to make a bold new visual statement.

INTEGRATED LIGHTING FUNCTIONAL AND BEAUTIFUL

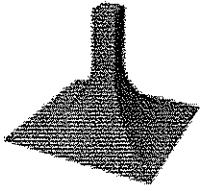
With the ability to integrating lighting fixtures and wiring into pre-cast pieces, Spohn Ranch makes dramatic night-time illumination simple and elegant.



CURRENT ART WORKS



CURRENT ART WORKS



PYRACANO

Item# SA10



CLAM SHELL

Item# SA11



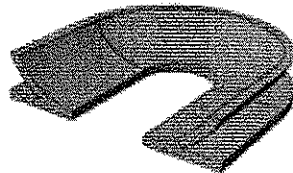
EARTHQUAKE MANUAL PAD

Item# SA12



CAT'S EYE

Item# SA13



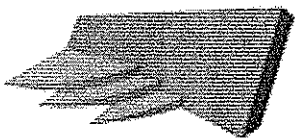
FLOATING U-BOWL

Item# SA14



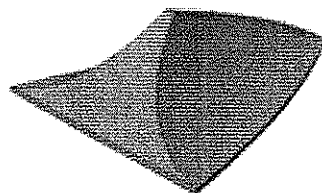
EARTHQUAKE LAUNCH

Item# SA15



EARTHQUAKE STAIR WALL

Item# SA16



SHARK FIN

Item# SA17