



**PARKS AND RECREATION COMMISSION
REGULAR MEETING – TELEPHONE/VIDEO CONFERENCE
Wednesday, May 12, 2021 - 7:00 P.M.**

Please Note: Per California Executive Order N-29-20, the City of Los Altos Parks and Recreation Commission will meet Telephone/Video Conference only.

Members of the public may join and participate using the following link:
<https://webinar.ringcentral.com/j/1476531531>

TO LISTEN to the Commission Meeting, members of the public may call (623) 404-9000 (Meeting ID: 147 653 1531). Please note that members of the public who call in using the telephone number will NOT be able to provide public comments.

TO COMMENT DURING MEETING members of the public are asked to text their name and which item they wish to speak on to (650)947-2726. An opportunity will be provided to those who cannot/do not text. Members of the public are also encouraged to submit written testimony prior to the meeting to crichardson@losaltosca.gov. Public testimony will be taken at the direction of the Chair. Members of the public may only comment during times allotted for public comments.

TO SUBMIT WRITTEN COMMENTS prior to the meeting, on matters listed on the agenda email crichardson@losaltosca.gov with the subject line in the following format: PUBLIC COMMENT AGENDA ITEM ## - MEETING DATE. Correspondence must be received by 2:00 p.m. on the day of the meeting to ensure it can be distributed to the Commission prior to the meeting and included in the first Correspondence Packet. A second Correspondence Packet will include any late written comments.

ESTABLISH QUORUM

PLEDGE OF ALLEGIANCE

SPECIAL PRESENTATION

1. Parks Make Life Better Presentation

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. 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

2. Minutes
Approve minutes of the Regular Meetings on April 14, 2021
3. Recreation Contract Instructor Program
Receive informational presentation by staff regarding the Recreation Contract Instructor Program
4. Fiscal Year 2021-22 Work Plan
Discuss outcome of Special Joint Meeting with City Council on May 4, 2021, and adjust FY 2021-22 Work Plan accordingly
5. Commission Subcommittee Guidelines
Review Subcommittee guidelines, discuss and recommend further guidelines for the Parks and Recreation Commission

INFORMATIONAL ITEMS

6. Navigation of Parks and Recreation Commission Webpage
7. Receive information and announcements from City staff

COMMISSIONERS' REPORTS AND COMMENTS

- A. Highlights of California Park and Recreation Society Conference
- B. Work Plan Subcommittee Updates

POTENTIAL FUTURE AGENDA ITEMS

- A. Grant Park Kitchen – June 9
- B. Status of FY 2021-23 Budget – June 9

ADJOURNMENT

SPECIAL NOTICES TO 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.

Agendas, Staff Reports, and some associated documents for Parks and Recreation Commission items may be viewed on the Internet at https://www.losaltosca.gov/meetings?field_microsite_tid_1=2321.

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.