



PARKS, ARTS, RECREATION & CULTURAL COMMISSION REGULAR MEETING AGENDA

**October 21, 2025 - 6:30 PM
Los Altos Community Center - Sequoia Room
97 Hillview Ave, Los Altos, CA 94022**

PARTICIPATION: Members of the public may participate by being present at the Los Altos Community Center, Sequoia Room, 97 Hillview Ave, Los Altos, CA 94022. Public comment is accepted in person at the physical meeting location, or via email to PARCPublicComment@losaltosca.gov.

RULES FOR CONDUCT: Pursuant to Los Altos Municipal Code, Section 2.05.010 "Interruptions and rules for conduct": Understanding that the purpose of the city council meetings is to conduct the people's business for the benefit of all the people, in the event that any meeting of the city council is willfully interrupted by a person or group of persons so as to render the orderly conduct of the meeting impossible, the mayor, mayor pro tem, or any other member of the city council acting as the chair may order the removal of the person or persons responsible for the disruption and bar them from further attendance at the council meeting, or otherwise proceed pursuant to Government Code Section 54957.0 or any applicable penal statute or city ordinance.

REMOTE MEETING OBSERVATION: Members of the public may view the meeting via the link below, but will not be permitted to provide public comment via Zoom or telephone. Public comment will be taken in-person, and members of the public may provide written public comment by following the instructions below.

<https://losaltosca-gov.zoom.us/j/97637083971?pwd=od8V9zAfFYt2lpCw1yz3c2fkwudU3U.1>

Telephone: 1-669-444-9171 / Webinar ID: 976 3708 3971 / Passcode: 013319

SUBMIT WRITTEN COMMENTS: Prior to the meeting, comments on matters listed on the agenda may be emailed to PARCpubliccomment@losaltosca.gov.

Please note: Personal information, such as e-mail addresses, telephone numbers, home addresses, and other contact information are not required to be included with your comments. If this information is included in your written comments, they will become part of the public record. Redactions and/or edits will not be made to public comments, and the comments will be posted as they are submitted. Please do not include any information in your communication that you do not want to be made public.

The Chair will open public comment and will announce the length of time provided for comments during each item.

AGENDA

ESTABLISH QUORUM

CALL MEETING TO ORDER

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. **Minutes:** Approve Minutes of September 16, 2025 meeting
2. **Commission Chair & Vice Chair Election:** Make motions to select 2025/2026 Chair and Vice Chair
3. **Review and Provide Input on Outdoor Fitness Equipment:** Review and propose design of new outdoor fitness equipment planned for Hillview Park and provide input
4. **Preparation for Work Plan Discussion and Joint Meeting:** Review ideas for the Work Plan discussion and approval in November
5. **Date Selection for November Meeting:** Discuss a date for the November commission meeting and receive commission meeting schedule

INFORMATIONAL ITEMS

COMMISSION/SUB-COMMITTEE REPORTS

REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

SPECIAL NOTICES TO THE 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.



PARKS, ARTS, RECREATION, & CULTURAL COMMISSION MEETING MINUTES

6:30 PM - Tuesday, September 16, 2025

***Los Altos Community Center - Sequoia Room,
97 Hillview Ave, Los Altos, CA 94022***

ESTABLISH QUORUM

PRESENT: Chair Corrigan, Vice Chair Couture, Commissioners orris and Valadez

ABSENT: Commissioner Young

CALL MEETING TO ORDER

Chair Corrigan called the meeting to order at 6:32pm

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None

ITEMS FOR CONSIDERATION/ACTION

1. **Minutes:** Approve minutes of the August 19, 2025, meeting.

Public Comment: None

Action: Based on a motion by Vice Chair Couture, with a second by Commissioner Morris, the Commission elected to accept the Minutes as written.

Approve: Corrigan, Couture, Morris, Valadez

Oppose: None

Abstain: None

Motion passed, unanimously: 4-0-0

2. **Pickleball Feedback Update:** Receive update from Pickleball working pair.

Public Comment: None

Action: Vice Chair Couture moved to receive the report regarding an upcoming survey from the Pickleball working pair. Commission Valadez seconded the motion.

Approve: Corrigan, Couture, Valadez

Oppose: Morris

Abstain: None

Motion failed: 3-1-0

3. **Farmer's Market:** Finalize coverage schedule and objective for tabling at the Farmers' Market on September 18.

Public Comment: None

Action: None

INFORMATIONAL ITEMS

4. **Outdoor Fitness Equipment:** City Council on September 30
5. **Halloween Fling/Collaboration with Senior Commission and Club 55:** October 17 at LACC
6. **Halloween Movie:** October 18 at Grant

ADJOURNMENT

Chair Corrigan adjourned the meeting at 6:53pm



TO: Parks, Arts, Recreation and Culture Commission

FROM: Manny A. Hernandez, Staff Liaison

SUBJECT: Commission Chair & Vice Chair Election

RECOMMENDATION:

- 1) Motion to select 2025/26 Chair
 - 2) Motion to select 2025/26 Vice Chair
-

BACKGROUND

The election of a Commission Chair and Vice Chair are governed by the Commission and Committee Handbook:

To facilitate meetings and the work of the Commission, each Commission appoints a Chair and Vice Chair from the members of the Commission. The positions of Chair and Vice Chair shall rotate annually. Selection of Chair and Vice Chair occurs at the first meeting in October. In the event of either's resignation or removal, the Commission shall elect another member to fill the remainder of the year. No member of a commission may serve consecutive terms as the chair, meaning that the chair must change annually.

The role of the Chair is to preside at Commission meetings and to run a timely and orderly meeting. The Vice Chair is to preside in the absence of the Chair. If both the Chair and Vice Chair are absent, the Commission may elect a Chair Pro Tem to conduct the meeting. It is incumbent upon the Chair to limit discussion and recommendations to those items on the agenda.

Any member of the Commission may serve as Chair and Vice Chair. The current Chair/Staff will ask for nominations for one position at a time. Any member may nominate a commissioner to serve. Nominations do not require a second. Once nominations for the position are closed, the Commission will vote. If a majority of members approve, that member will serve as Chair or Vice Chair for the year.

Attachments:

A. None



TO: Parks, Arts, Recreation and Culture Commission

FROM: Manny A. Hernandez, Staff Liaison

SUBJECT: Review and Provide Input on Outdoor Fitness

RECOMMENDATION:

Review the proposed design of the new outdoor fitness equipment planned for Hillview Park and provide input

BACKGROUND

Hillview Park currently has an outdoor fitness area on the west side of the youth baseball field. This area has commercial rated outdoor fitness equipment that was installed sometime in the late 1990s. The current equipment is outdated but with no moving parts has been able to last an estimated 25+ years.

Staff solicited proposals through a request for proposals (RFP). Three proposals were received and reviewed by staff and a non-staff member of the public (former Parks & Recreation Commissioner) with knowledge and interest in the replacement project. Through this process Greenfields Outdoor Fitness Equipment Inc. was selected as the best proposal. Greenfields proposal included an equipment listing that evaluators felt satisfied current usage as well as incorporating exciting modern outdoor equipment. Their proposal also included an option for surfacing upgrade that is within the project budget.

Staff is presenting this initial proposal from Greenfields to the Parks, Arts, Recreation and Culture Commission to receive additional input before finalizing the design and equipment.

Attachments:

A. Proposal slides

PROPOSED FITNESS ZONE

Hillview Park

Los Altos, CA

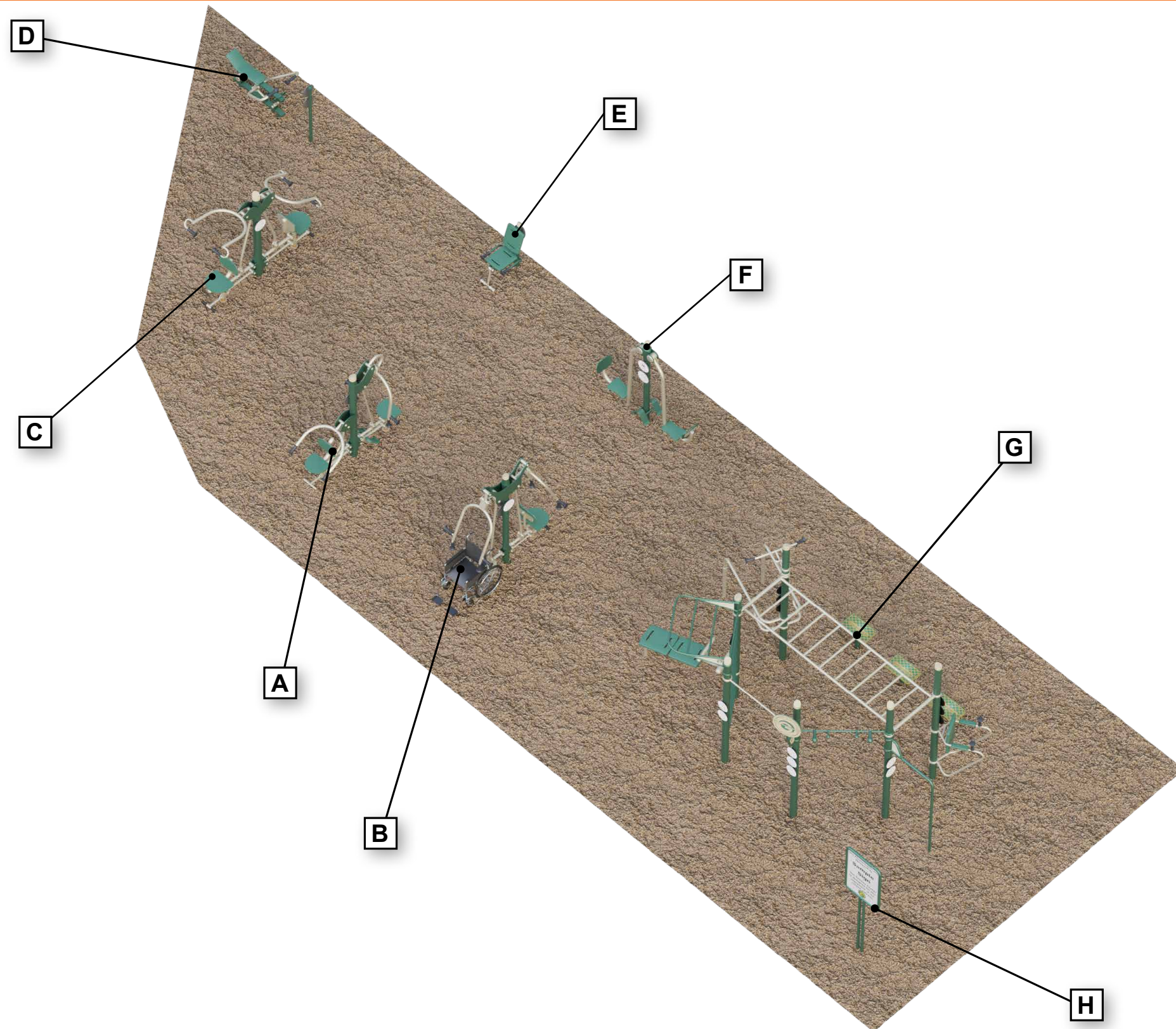
VERSION1 REV1 2025-06-16









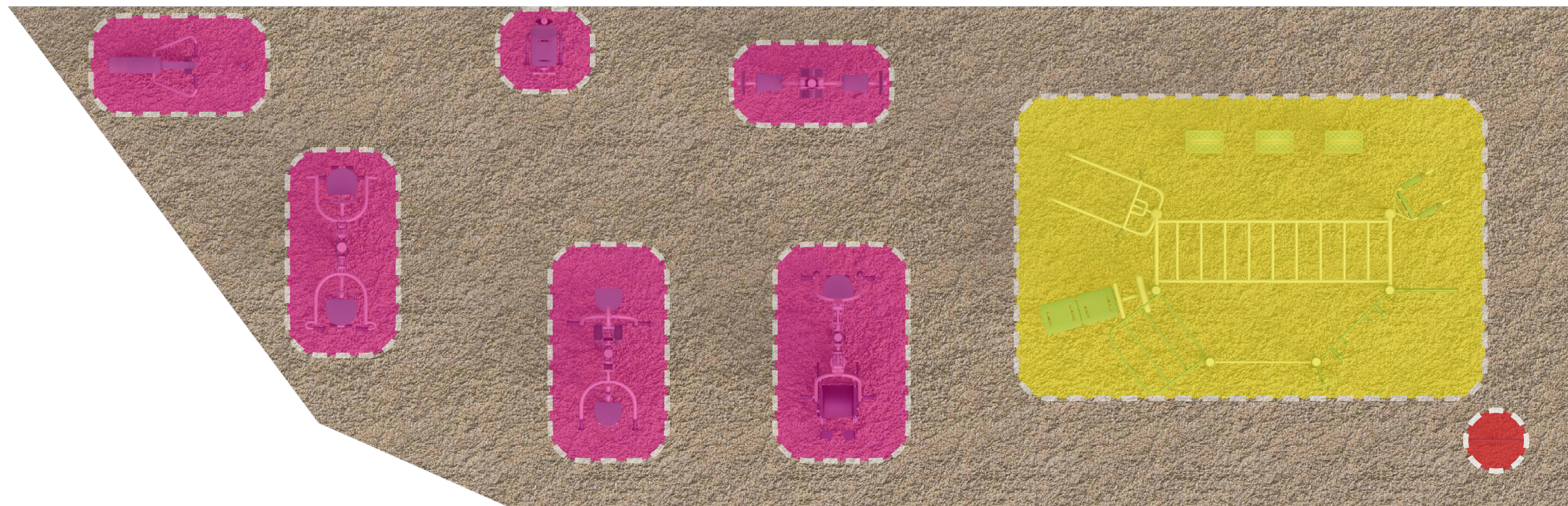


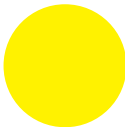
UNITS

A	SGR042	2-Person Back & Arms Combo
B	SGR048AW	2-Person Accessible Chest Press
C	SGR048C	2-Person Combo Lat Pull & Vertical Press
D	SGR091	Rowing Machine
E	SGR098	Leg Extension
F	SGR102	2-Person Leg Press
G	SHP520	12-Person Challenge Fitness Rig
H	SGR105	Customized Announcement Sign

These 7 units may serve up to 22 people at a time.

In order to honor our commitment to quality and safety, Greenfields Outdoor Fitness reserves the right to make changes and revise the design specifications without notice. The equipment shown in this document is a representation only; exact product ordered and shipped may differ from designs shown. Should there be a discrepancy between items listed or depicted in this document and items listed or depicted in Greenfields' estimates and order confirmations, the information listed in estimates and order confirmations will prevail.



-  < 24" CFH
-  96" CFH
-  N/A

Maximum critical fall height (CFH) is defined as the distance between the designated use surface and the surface beneath it.

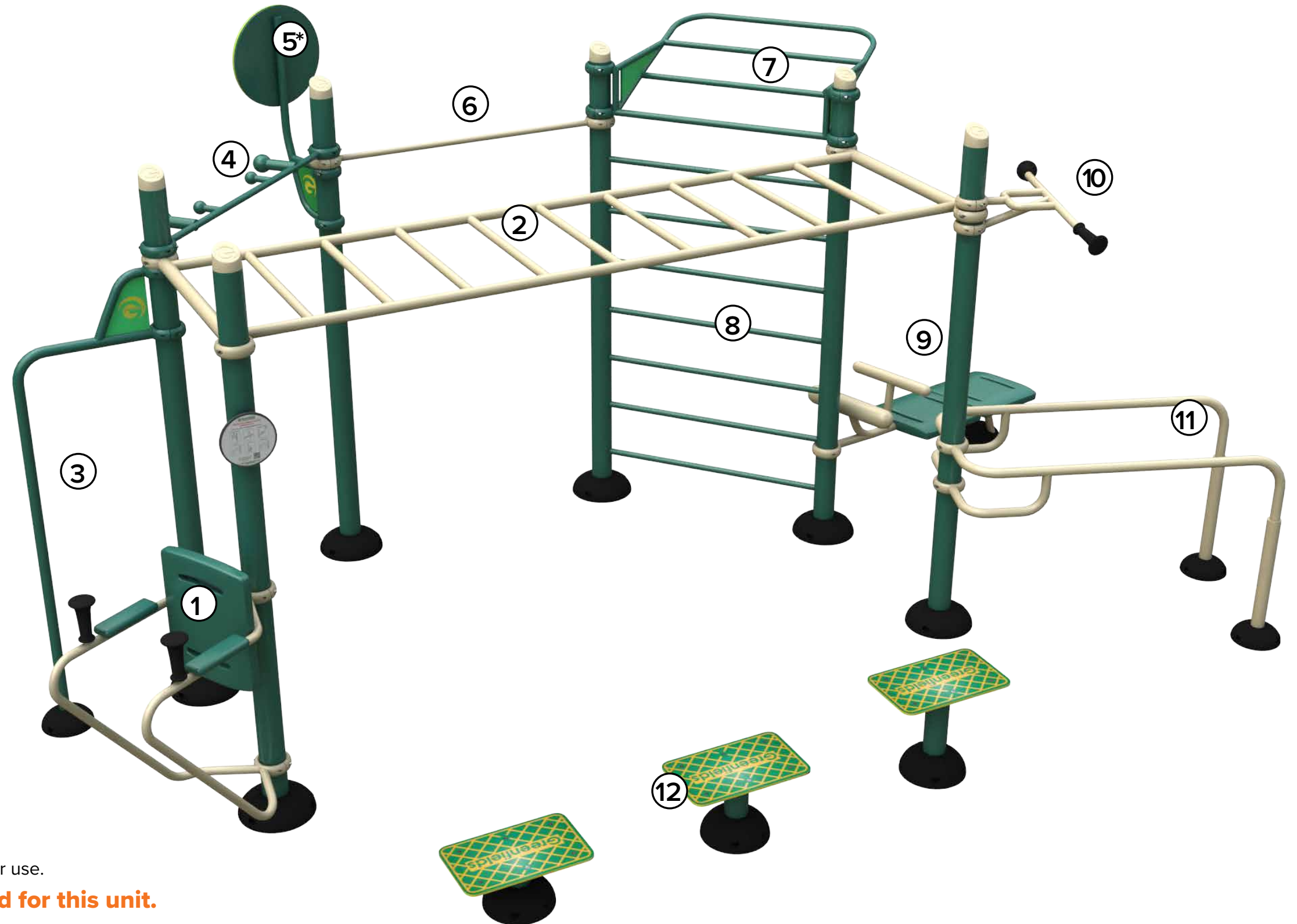


12-PERSON Challenge Fitness Rig

SHP520

This unit offers the following:

1. Captain's Chair
2. Horizontal Ladder
3. Flag Pole
4. Cannonball Pull-Ups
5. Ball Target*
6. Pull-Ups
7. Incline Ladder
8. Swedish Ladder
9. Sit-Up Bench
10. Lat Pull-Ups
11. Parallel Bars
12. Plyometric Steps



*This feature requires an optional add-on accessory for use.

A Fall-Attenuating Surfacing is required for this unit.



Captain's Chair



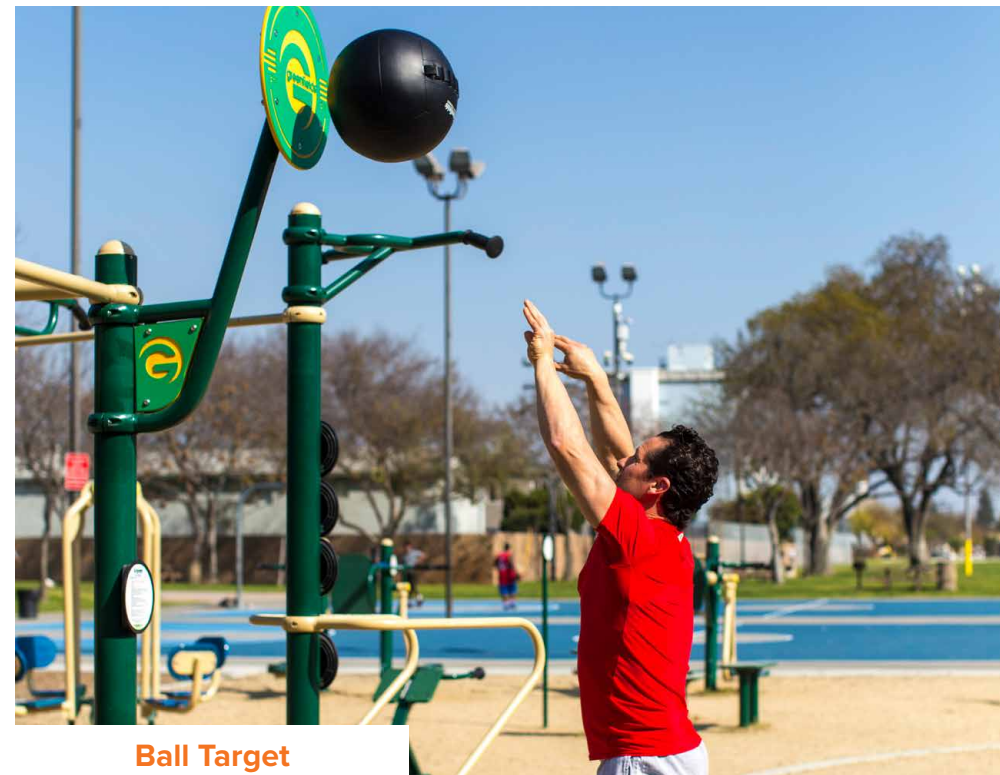
Horizontal Ladder



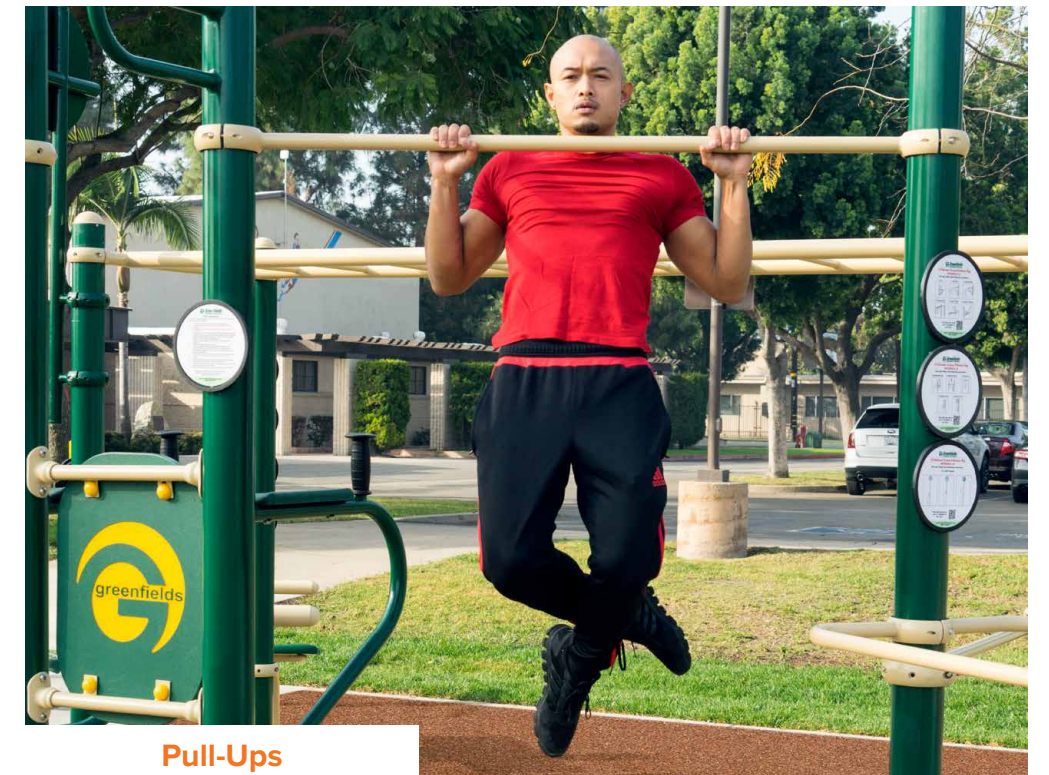
Flag Pole



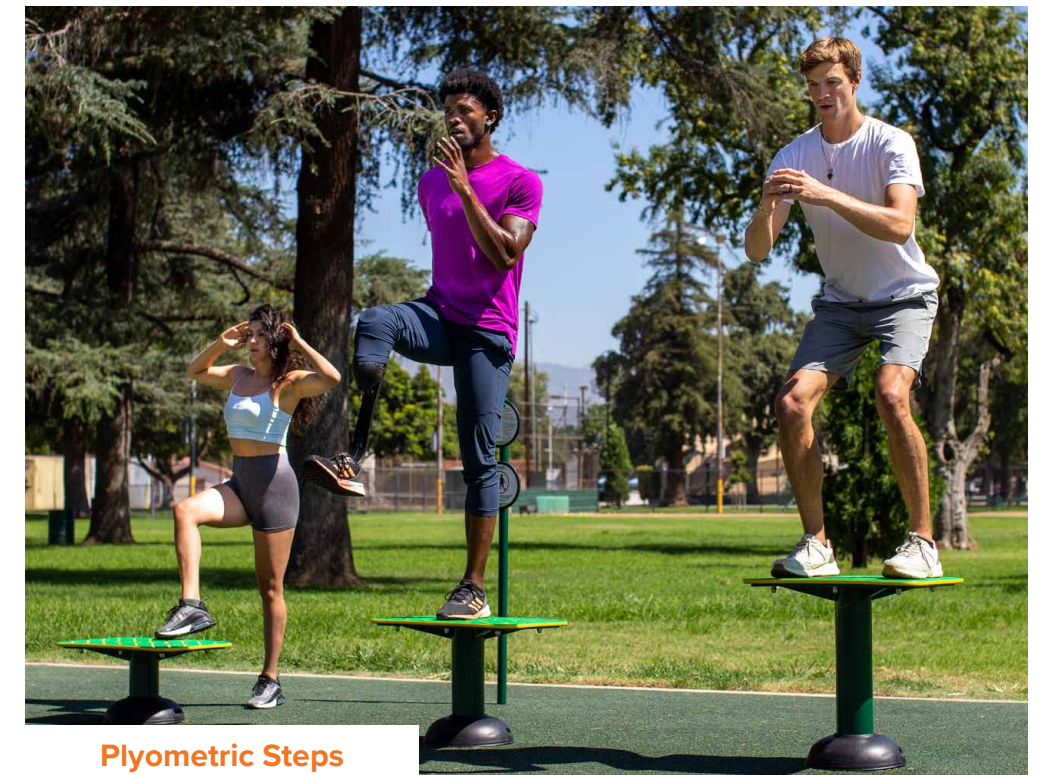
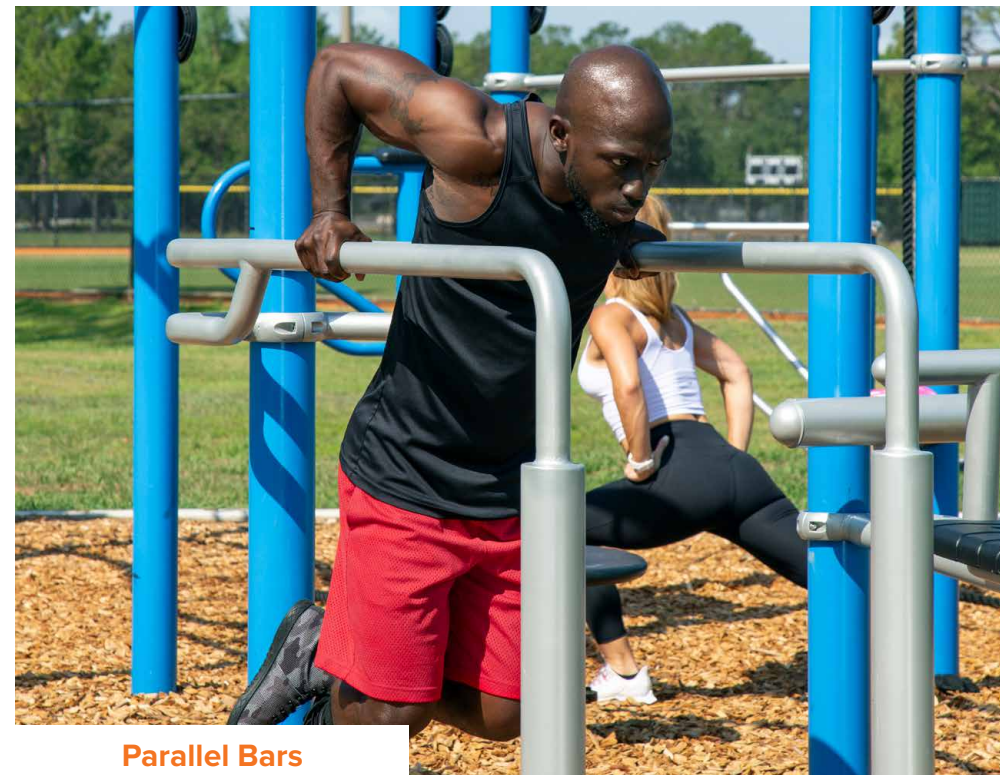
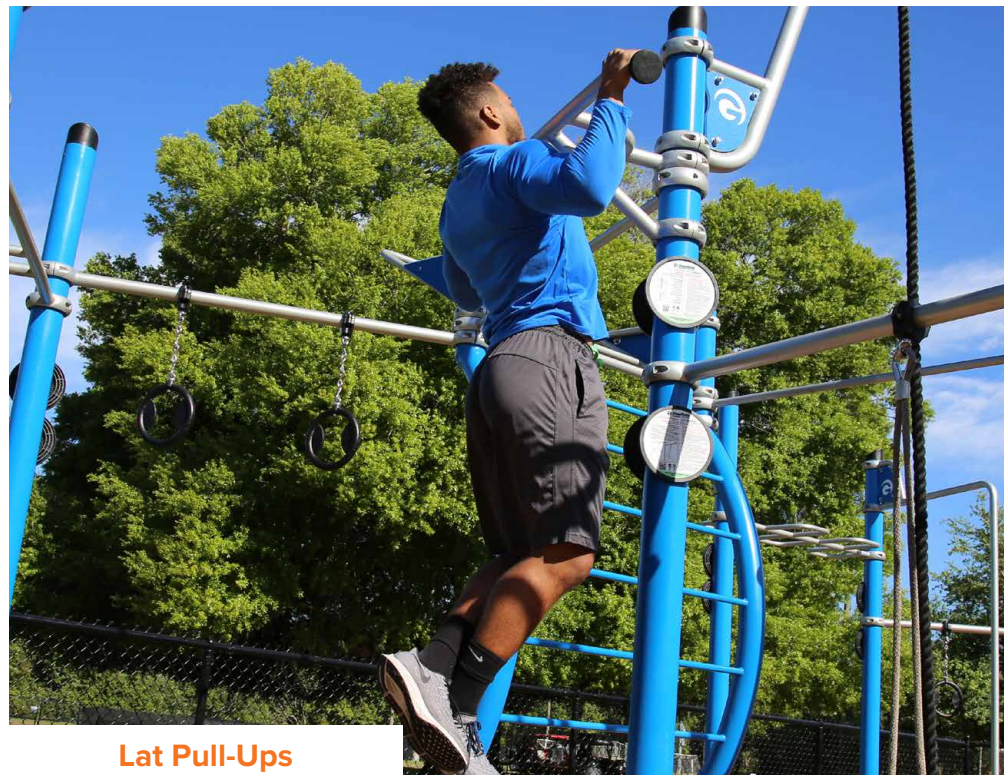
Cannonball Pull-Ups



Ball Target



Pull-Ups



2-Person Back & Arms Combo
SGR042



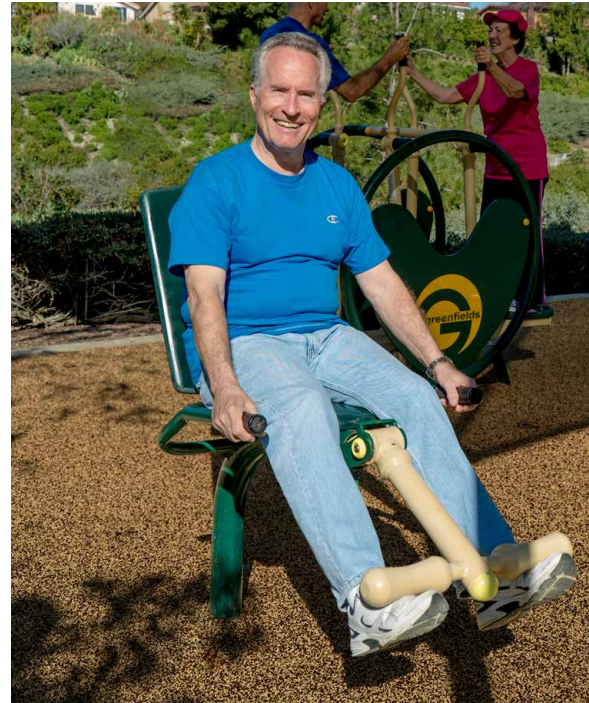
2-Person Accessible Chest Press
SGR048AW



2-Person Combo Lat Pull & Vertical Press
SGR048C



Leg Extension
SGR098



2-Person Leg Press
SGR102



Rowing Machine
SGR091





CUSTOMIZED ANNOUNCEMENT BOARD **SGR105**

This announcement board can be used to:

- State safety guidelines
- Acknowledge project donors/sponsors
- Encourage healthy lifestyle choices
- Provide sample workouts

Customization available at no charge (text, logos, etc.)

FRONT

DUNFEE ISLAND PARK FITNESS ZONE®

Get Active!
Try to be active every day. Even if you've never exercised or haven't exercised in many years, you can benefit from fitness at any age.

Before You Start:

- Start slowly. Warm up for 5 to 10 minutes with easy stretching or brisk walking.
- Take it easy. Moderate exercise can benefit you as much as intense exercise.
- Read and understand all exercise instructions.

**A Complete Exercise Program Includes
3 TYPES OF ACTIVITY:**

 AEROBIC EXERCISE (Increase 30 minutes at a time) • Raises your heart rate • Uses the large muscles of the body (arms, legs, back) • Decreases risk of chronic disease • Helps you lose weight	 STRENGTH-BUILDING (Increase 10 minutes a day) • Increases strength • Improves balance • Increases bone density	 STRETCHING (Increase 10 to 15 minutes a day) • Loosens stiff joints • Lengthens and loosens muscles
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BACK

DUNFEE ISLAND PARK ZONA DE EJERCICIOS®

¡Actívate!
Intenta estar activo todos los días. Incluso si nunca ha hecho ejercicios o no lo ha hecho en muchos años, puede beneficiarse del ejercicio físico a cualquier edad.

Antes de que empieces:

- Comience lentamente. Calentar durante 5 a 10 minutos con estiramientos fáciles o caminatas rápidas.
- Tómalo con calma. El ejercicio moderado puede beneficiarlo tanto como el ejercicio intenso.
- Lea y comprenda todas las instrucciones de ejercicio.

**Un programa completo de ejercicios incluye
3 TIPOS DE ACTIVIDAD:**

 EJERCICIO AEROBICO (Incrementa 30 minutos al día) • Aumenta la ritmo cardíaco • Utiliza los músculos grandes del cuerpo (brazos, piernas, espalda) • Disminuye el riesgo de enfermedades crónicas • Te ayuda a perder peso	 FORTALECER LOS MÚSCULOS (Incrementa 10 a 15 minutos al día) • Aumenta masa muscular • Fortalece los músculos • Aumenta la densidad ósea	 ESTIRAMIENTO (Incrementa 10 a 15 minutos al día) • Afloja las articulaciones rígidas • Alarga y afloja los músculos
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FRONT

**Welcome to Your
Fitness Zone**

The fitness equipment is designed for your enjoyment. For your safety, we ask you to comply with the following:

1. You assume all risk and responsibility for use of the exercise equipment at this facility.
2. You must be at least 14 years old to use this equipment.
3. Parents/Guardians: To avoid injuries, do not let your underage children use the equipment.
4. Consult your physician prior to starting any physical fitness training program.
5. The City does not provide any supervision for the use of the equipment.
6. Any potential users with known adverse health conditions should not use this equipment.
7. Before using the equipment, check for loose parts, breaks, cracks or other conditions needing attention. If any abnormalities are noticed, do not use the equipment. Please call 408-986-4820.
8. Perform resistance exercises according to instructions on each piece of equipment.
9. Breathe normally during physical activity.
10. Perform resistance exercises according to instructions in a slow, controlled manner over the full range of motion. Performing the movements too quickly may result in an injury.
11. During exercise, pay attention to how your body feels. If pain or discomfort occurs, STOP THE EXERCISE IMMEDIATELY.
12. Rest and recovery are important between sets and exercises. Please allow 2 minutes of rest between exercises or sessions.
13. Keep a safe distance from exercise equipment when in use by others.

BACK

THIS PROJECT WAS MADE POSSIBLE BY:

ROBERT A. BOTHMAN CONSTRUCTION
www.bothman.com

UNIT LABELS

Unit labels feature safety guidelines, exercise instructions and more!





TO: Parks, Arts, Recreation and Culture Commission

FROM: Preparation for Work Plan and Joint Meeting

SUBJECT: Manny A. Hernandez, Parks & Recreation Director

RECOMMENDATION:

Review ideas for the work plan discussion and approval in November

BACKGROUND

Annually, each commission shall discuss and prepare its annual work plan based upon the City Council annual priorities and budget, which shall be submitted and approved by the City Council. The work plan is a list of the anticipated topics, assignments and goals that the Commission will focus on over a 12-month period. From time to time the City Council may amend the approved commission work plan in order to achieve the goals of the city. Any requested modifications should be in line with the goals and objectives of the commission and the city.

The commission is to discuss ideas for the PARC 2026 work plan that is to be finalized and approved by the January 2026 meeting.

Attachments:

- A. 2025 Workplan

Parks, Arts, Recreation, & Cultural Commission

2025 Work Plan

Goal	Objective	Projects	Anticipated Completion	Priority Source	Assignment	Done?
INCREASE COMMUNITY OUTREACH	Identify ways to gather public feedback outside of regular commission meetings that will help support commission recommendations	Table at Farmers Market for public input on upcoming projects	June/September		Young	X
		Gather public input, on-site and through a survey, regarding facility improvements as it relates to pickleball at McKenzie Park and Egan Gym	September		Valadez, Morris	
EXPANSION OF PUBLIC ART	Utilize resources to expand public art programs and displays	Explore and create partnership with Arts Los Altos for programming and displays	April		Morris, Couture	X
COMMUNITY EVENT PARTICIPATION	Attend all community programs as a commission	Table at Summer Concert	July/August		Couture	x
		Host a project room at Family Fun Day	November		Morris	x
		Host the Halloween Movie night at Grant Park	October		Couture, Morris	
		Assist P&R staff with Spring Egg Hunt	April		Young	X
INCREASE CULTURAL PROGRAMMING	Partner with cultural groups and participate in events as a commission	Partner with Greater Los Altos Chinese Association at the Moon Festival	September		Valadez	
		Endorse the 2025 MALA Iftar event and work with them on ways the commission can support the 2026 event	February & June		Valadez	X
		Support the Justice Vanguard Juneteenth event	June		Valadez	X
ONGOING PARKS AND ARTS INPUT AND PARTICIPATION	Complete the regular support of programs and functions within the purview of the commission	Select the theme and hang selected art in the Community Center Gallery art twice per year	August & February		Couture	X
		Update the public art listing and brochure annually	January		Corrigan	X
		Select the movie for the Halloween Movie Night	August		ALL	X
		Select call for art and artists for Art Without Walls program	As necessary		ALL	



Los Altos Community Center
97 Hillview Avenue
Los Altos, California 94022-3087

MEMORANDUM

DATE: Thursday, October 16, 2025

TO: Parks, Arts, Recreation, & Cultural Commission

FROM: Casey Jensen-Richardson, Administrative Support to Parks, Arts, Recreation, & Cultural Commission

SUBJECT: Remaining 2025 Parks, Arts, Recreation, & Cultural Commission Schedule and City Council Meeting Assignments

Meetings take place on the third Tuesday of each month at 6:30pm. The remaining 2025 regular meeting dates are as follows:

~~November 18~~

November Special Meeting – to be scheduled

December – No Meeting

2025 Council Meeting Schedule

Listed below are the City Council meetings from January 11 – December 13, 2022, with the Commissioners in rotation. Commissioners are assigned to attend City Council meetings if the agenda includes an item or items that are of interest to the Parks, Arts, Recreation, & Cultural Commission.

If you have a known conflict with a City Council meeting you are assigned, please either converse with the staff liaison (Manny Hernandez, Parks & Recreation Director) to confirm that his attendance at the Council Meeting will be needed or arrange a swap with another Commissioner and notify the staff liaison of the change.

COUNCIL MEETING DATE	PARC COMMISSIONER
October 28, 2025	Stout
November 18, 2025	Dolich
December 2, 2025	MacDonald
December 9, 2025	Nguyen