



PARKS, ARTS, RECREATION, & CULTURAL COMMISSION SPECIAL MEETING AGENDA

November 17, 2025 - 6:30 PM
Los Altos Community Center - Manzanita Room
97 Hillview Ave, Los Altos, CA 94022

PARTICIPATION: Members of the public may participate by being present at the Los Altos Community Center, Manzanita 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/96729903206?pwd=FZidDu3TpO7iphaZtAyjy5uAl5okgm.1>

Telephone: 1-669-444-9171 / **Webinar ID:** 967 2990 3206 / **Passcode:** 714867

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:** Review and approve minutes from the October 21, 2025 meeting
2. **Work Plan Preparation:** Create a Commission Work Plan for calendar year 2026

INFORMATIONAL ITEMS

3. **Call for Art**

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.



**CITY OF LOS ALTOS
PARKS, ARTS, RECREATION & CULTURAL
COMMISSION REGULAR MEETING MINUTES
October 21, 2025
6:30 PM
Los Altos Community Center - Sequoia Room
97 Hillview Ave, Los Altos, CA 94022**

ESTABLISH QUORUM

Present: Commissioners MacDonald, Morris, Nguyen, Sangani, and Stout
Absent: Commissioner Dolich

CALL MEETING TO ORDER

Staff Liaison Hernandez called the meeting to order at 6:33pm

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Tom Gschneider

ITEMS FOR CONSIDERATION/ACTION

1. **Minutes:** Approve Minutes of September 16, 2025 meeting

Public Comment: None

Action: Based on a motion by Commissioner Morris, seconded by Commissioner MacDonald, the PARC Commission elected to approve the minutes of the September 16, 2025 meeting as written.

Approve: MacDonald, Morris, Nguyen, Sangani, Stout

Oppose: None

Abstain: None

Motion passed unanimously: 5-0-0

2. **Commission Chair & Vice Chair Election:** Make motions to select 2025/2026 Chair and Vice Chair

Public Comment: None

Action: Commission Sangani moved to elect Commissioner Morris as Chair. Commission Nguyen seconded the motion.

Approve: MacDonald, Morris, Nguyen, Sangani, Stout

Oppose: None

Abstain: None

Motion passed unanimously: 5-0-0

Commissioner MacDonald moved to elect Commissioner Nguyen as Vice Chair.
Commissioner Stout seconded the motion.

Approve: MacDonald, Morris, Nguyen, Sangani, Stout

Oppose: None

Abstain: None

Motion passed unanimously: 5-0-0

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

Public Comment: Maria D Bautista
Nathan Godderis

Action: None

4. **Preparation for Work Plan Discussion and Joint Meeting:** Review ideas for the Work Plan discussion and approval in November

Public Comment: Roberta Phillips

Action: None

5. **Date Selection for November Meeting:** Discuss a date for the November commission meeting and receive commission meeting schedule

Public Comment: None

Action: Based on discussion and unanimous agreement, the PARC Commission decided to cancel the regularly scheduled November 18, 2025 PARC meeting and reschedule a Special Meeting for Monday, November 17, 2025 at 6:30pm.

INFORMATIONAL ITEMS

COMMISSION/SUB-COMMITTEE REPORTS

REQUESTS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

Chair Morris adjourned the meeting at 7:55pm



TO: Parks, Arts, Recreation and Culture Commission

FROM: Manny A. Hernandez, Parks & Recreation Director

SUBJECT: Work Plan Review and Approval

RECOMMENDATION:

Create a Commission work plan for 2026

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 will create a work plan that will guide the PARC Commission priorities and actions across the calendar year 2026. The workplan should consider ongoing functions related to public art and recreation/cultural programming as well as public park and recreation facilities.

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	

CALL FOR ART

AROUND THE WORLD IN LOS ALTOS: MY CULTURAL HERITAGE

Create a piece of art that depicts your cultural heritage and celebrates the traditions, stories, or symbols that make it unique!

SUBMISSION INFORMATION

Submit a completed entry form and photo of your work to lapac@losaltosca.gov by Friday, January 2. Selected are pieces will be displayed at the Los Altos Community Center.

Find the entry form at LosAltosRecreation.org.

QUESTIONS?

(650) 947-2790

Rec-Info@losaltosca.gov

