



MEETING AGENDA

**March 16, 2026 - 7:00 PM
In Person**

IN-PERSON PARTICIPATION: Members of the public may participate in-person at the Los Altos Community Center located at 97 Hillview Ave., Los Altos, CA. Manzanita Room.

PUBLIC COMMENT: Public comments can be made verbally, or in-person during the meeting.

Public comment will not be taken via Zoom or telephone.

AGENDA

ESTABLISH QUORUM

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. **Approval of Meeting Minutes - Approve Draft Special Meeting Minutes of January 26, 2026**

COMMISSIONERS' REPORTS

2. **Final Finance Report for 2025 Event**

DISCUSSION ITEMS

3. **Confirmation of Assignments:**
 - a. **Reservations Chair: Sumita**
 - i. **Name Badges: Karen**
 - b. **Catering - Party Helpers: Laura, Lindsay, Archana**
 - i. **Party Helpers Contract - Vote.**
 - ii. **Centerpieces: Archana**
 - iii. **Wine: 100 glasses to be set near wine instead of tables. Laura to donate all red.**
 - c. **Proposed Speaker**
 - d. **Programs**
 - e. **Awardee Videos**
 - i. **Laura to contact Freestyle**
 - f. **Event Video - Volunteer**
 - g. **Ads**
 - h. **Plaques and Proclamations**
 - i. **Other**

NEW BUSINESS

UPCOMING MEETINGS

4. **Future meetings:**
April 20, 2026*
September 14, 2026*
October 19, 2026*
November 16, 2026*
***Room to be determined**

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.