



PARKS, ARTS, RECREATION & CULTURAL COMMISSION MEETING AGENDA

March 17, 2026 - 6:00 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/92775301269?pwd=HbbyawRNKDydHsPHeVCZedQNkFn7PK.1>

Telephone: 1-669-444-9171 / Webinar ID: 927 7530 1269 / Passcode: 134499

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 from the February 17, 2026 meeting
2. **Playground Design Working Group:** Create working pair or Ad-Hoc committee
3. **Work Plan Updates:** Working pairs will be updated on timelines
4. **Meeting Procedure:** Review of meeting procedure and public process expectations
5. **Parks Tour:** Plan Commissioner tour of parks with staff

INFORMATIONAL ITEMS

6. **Staff**
 - **Spring Egg Hunt — April 4**
 - **Family Fun Day — April 18**
 - **Background checks to volunteer through Recreation Supervisor, Bridget Matheson**

COMMISSION/SUB-COMMITTEE REPORTS

REQUESTS FOR FUTURE AGENDA ITEMS

- Review updated playground design (Grant & Shoup)

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 AGENDA

**February 17, 2026 - 6:30 PM
Los Altos Community Center - Sequoia Room
97 Hillview Ave, Los Altos, CA 94022**

CALL MEETING TO ORDER

Chair Morris called the meeting to order at 6:42pm, quorum not met

ATTEMPT TO ESTABLISH QUORUM

Present: Chair Morris, Commissioners MacDonald and Dolich_

Absent: Vice Chair Nguyen, Commissioners Sangani and Stout

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Pierre Bedard

Maria Bautista

SPECIAL PRESENTATION BY ARTS LOS ALTOS

COMMISSIONER STOUT ARRIVED AT 6:54PM

ESTABLISH QUORUM

Present: Chair Morris, Commissioners MacDonald, Dolich, and Stout

Absent: Vice Chair Nguyen and Commissioners Sangani

ITEMS FOR CONSIDERATION/ACTION

1. **Minutes:** Approve minutes from the January 20, 2026 regular meeting

Public Comment: None

Action: Based on a motion by Commissioner Stout, seconded by Commissioner Dolich, PARC approved the minutes from January 20, 2026 with one correction.

Approve: Morris, MacDonald, Dolich, and Stout

Oppose: None

Abstain: None

Motion passed, unanimously: 4-0-0

2. **Playground Replacement (Shoup & Grant Parks):** Receive staff report and give feedback

Public Comment: Andrea Wald

Susan Hinton

Cindy Andrews

Barbara Loebner

Maria Bautista

Action: None

3. **Work Plan Projects:** Discuss process for managing

Public Comment: None

Action: None

INFORMATIONAL ITEMS

4. **Staff Reports**

- **Downtown Park Study Session — February 24, 2026, 5pm**
- **Council/Commission Joint Meeting — February 24, 2026, 6pm**

REQUESTS FOR FUTURE AGENDA ITEMS

- Tour of Los Altos Parks for Commission

ADJOURNMENT

Chair Morris adjourned the meet at 8:09pm



TO: Parks, Arts, Recreation and Culture Commission

FROM: Manny A. Hernandez, Parks & Recreation Director

SUBJECT: Playground Design Working Group

RECOMMENDATION:

The PARC Commission will recommend the creation of an Ad-Hoc Committee to work with staff and the playground consultant/vendor on the final design of the playground replacement at Shoup and Grant Parks.

BACKGROUND

Staff solicited proposals through a request for proposals (RFP). Seven proposals were received and reviewed by staff and a non-staff member of the public (Parks & Recreation Commissioner) with knowledge and interest in the replacement project. Through this process Playcore Wisconsin Inc. (DBA GameTime) was selected as the best proposal. GameTime's proposal included playground equipment layouts and components that evaluators felt satisfied current usage while incorporating modern play elements. The proposed playground designs at Grant Park and Shoup Park increase overall play value by expanding opportunities for music and sound play, dramatic play, climbing, and interactive activity panels, while maintaining a comparable number of core play elements such as slides and swings. Both designs also enhance accessibility and inclusivity through the addition of poured-in-place safety surfacing and a broader range of ADA-accessible and adaptive/universal play elements.

As part of the process to finalize a design for these playground replacements, the PARC Commission will designate a working group comprised of commissioners to assist staff and the consultant/vendor in finalizing the design for installation.

The PARC Commission will recommend two commissioners as an Ad-Hoc subcommittee to work on this.

Attachments:

A. None



TO: Parks, Arts, Recreation and Culture Commission

FROM: Manny A. Hernandez, Parks & Recreation Director

SUBJECT: Workplan Updates

RECOMMENDATION:

Provide Commissioners with workplan update to the anticipated completion dates column. The PARC Commission will review and provide input on any recommended adjustments to those dates.

BACKGROUND

Annually, the PARC creates their Work Plan with commissioners listed as assigned to the projects. Depending on the project, the Commission's involvement may vary so the commissioner assigned to the project is responsible for organizing whatever needs to be done. This includes planning ahead to meet anticipated completion dates listed on the workplan document.

The attached 2026 Workplan has been updated to reflect anticipated completion dates. The PARC Commission will review and provide input on adjustments if needed.

Attachments:

- A. 2026 Workplan (Approved)



TO: Parks, Arts, Recreation and Culture Commission

FROM: Manny A. Hernandez, Parks & Recreation Director/Teresa Morris, Chair

SUBJECT: Standard Meeting Procedures

RECOMMENDATION:

Provide Commissioners information on standard meeting procedures to expect in a commission meeting

BACKGROUND

The commission Staff Liaison and Chair will provide information on what to expect in a commission meeting. Items to be discussed:

- Quorum
- Special Presentations
- Public Comment
- Discussion Items
 - Reports
 - Clarifying questions
 - Discussion
 - Motions

Attachments:

A. None



TO: Parks, Arts, Recreation and Culture Commission

FROM: Manny A. Hernandez, Parks & Recreation Director

SUBJECT: Commissioner's Tour of City Parks

RECOMMENDATION:

Commission to provide input to staff on when to schedule a tour of City park facilities

BACKGROUND

To help all PARC Commissioners become more familiar with Los Altos parks, City staff provides a tour of all park locations via City vehicle. The driving tour takes about two hours depending on how many facilities the Commissioners decide to walk around at.

The Commission will provide input to staff on when the best time would be to have the tour. Recommendations could be prior to a regular meeting or on a non-meeting day.

Attachments:

A. None