



WEDNESDAY, January 11, 2012

**7:00 P.M. – REGULAR PARKS & RECREATION COMMISSION MEETING**  
**Council Chamber, Los Altos City Hall**  
**One North San Antonio Road, Los Altos, California**

**ROLL CALL**

**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.

1. Commission Minutes  
Recommendation to approve the regular meeting minutes of December 14, 2011.
2. PARC Commission Representative to Council Meeting  
Receive report.

**DISCUSSION ITEMS**

3. Joint Meeting with Los Altos Hills Parks & Recreation Committee
  - a. January 25, 2012 is tentative date
  - b. Report Los Altos Hills Committee discussion items from its 9:00 am, January 11 meeting
  - c. Discuss and select one of two options:
    - i. Confirm date and send report to Council in advance on joint meeting
    - ii. Defer joint meeting to later in the year
4. Recreation Survey
  - a. Recommend an online recreation survey of all Los Altos households distributed through direct mail postcards with hard copies available for those requesting.
  - b. Recommend that \$5,190 be allocated in FY2012/2013 to conduct the survey.
5. Best Practices Scorecard  
Discuss attached Best Practices Scorecard

6. Redwood Grove Committee  
Update on next steps
7. 2011 Looking Forward Goals and 2011-2012 Work Plan  
Goal 1 – Continue Redwood Grove assessment.  
Goal 2 – Survey Recreation programs with staff and community for report to Council.  
Goal 3 – Explore mechanisms to assertively encourage on-going community feedback.  
Goal 4 – Tour Rosita park and select playground configuration.  
Goal 5 – Assist, review and give recommendation to Council regarding the updated Parks, Arts and Recreation Commission Charter and new ordinance.  
Goal 6 – Advance the quality of parks and facilities as well as recreational planning and programming.  
Goal 7 – Continue to implement Commission Best Practices.
  - a. Review and continue development of Work Plan.
  - b. Report of activities on Work Plan and recommendations to achieve Work Plan Goals.
8. Mayor's Quarterly Commission/Committee Chair Meeting  
Discuss key points for inclusion in Chairperson Parmar's brief update on PARC 2011 Accomplishments and 2012 PARC Goals

## COMMISSION REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

## ADJOURNMENT

### **SPECIAL NOTICES TO PUBLIC**

In compliance with the Americans with Disabilities Act, the City of Los Altos will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the Recreation Department 72 hours prior to the meeting at (650) 947-2790.

Agendas for Parks, Arts & Recreation Commission items may be viewed on the Internet at <http://www.ci.los-altos.ca.us/committees-commissions/parc/meetings.html>

On occasion the Parks, Arts and Recreation Commission may consider agenda items out of order.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, and that are distributed to a majority of the legislative body, will be available for public inspection at the Recreation Department Main Office, Hillview Community Center, 97 Hillview Avenue, Los Altos, California at the same time that the public records are distributed or made available to the legislative body. Any draft contracts, ordinances and resolutions posted on the Internet site or distributed in advance of the Parks, Arts and Recreation Commission meeting may not be the final documents approved by the City Council. Contact the Recreation Department at (650) 947-2790 for the final document.

If you wish to provide written materials, please provide the Commission Liaison with **10 copies** of any document that you would like to submit to the Parks, Arts & Recreation Commission for the public record.

For other questions regarding the meeting proceedings, please contact the Recreation Department at (650) 947-2790.