

**TOWN OF LOS GATOS  
REGULAR MEETING OF THE PARKS COMMISSION AGENDA  
FEBRUARY 1, 2021  
6:00 PM**

**IMPORTANT NOTICE REGARDING THE FEBRUARY 1, 2021 PARKS COMMISSION MEETING**

This meeting is being conducted utilizing teleconferencing and electronic means consistent with State of California Executive Order N-29- 20 dated March 17, 2020, regarding the COVID- 19 pandemic. **In accordance with Executive Order N-29- 20, the public may only view the meeting online and not in the RJ Bryant Service Center.**

**PARTICIPATION**

If you are interested in providing oral comments real-time during the meeting, you must join the Zoom webinar:

- Join from a PC, Mac, iPad, iPhone or Android device:  
<https://losgatosca-gov.zoom.us/j/82168381250>
- Join by telephone: Dial: USA 215 446 3657 US Toll USA 888 363 4735 US Toll-free.  
Conference code: 160548

During the meeting:

- When the Chair announces the item for which you wish to speak, click the “raise hand” feature in Zoom. If you are participating by phone on the Zoom app, press \*9 on your telephone keypad to raise your hand. If you are participating by calling in, press #2 on your telephone keypad to raise your hand.
- When called to speak, please limit your comments to three (3) minutes, or such other time as the Chair may decide, consistent with the time limit for speakers at a Council meeting.

If you are unable to participate in real-time, you may email [PPWComment@losgatosca.gov](mailto:PPWComment@losgatosca.gov) with the subject line “Public Comment Item #\_\_” (insert the item number relevant to your comment) or “Verbal Communications – Non Agenda Item.” Comments will be reviewed and distributed before the meeting if received by 5:00 p.m. on the day of the meeting. All comments received will become part of the record.

**REMOTE LOCATION PARTICIPANTS**

*The following Commission Members are listed to permit them to appear electronically or telephonically at the Parks Commission meeting: VICE-CHAIR ROB STEPHENSON, COMMISSIONERS MIKE BUNCIC, BRANT CORENSEN, SANDY GORDON, MATT OBER, ADRIANA ALVES, AND YOUTH COMMISSIONER KAMRON EMAMI. All votes during the teleconferencing session will be conducted by roll call vote.*

## **MEETING CALLED TO ORDER**

### **ROLL CALL & INTRODUCTIONS**

**CONSENT ITEMS** *(Items appearing on the Consent Items are considered routine and may be approved by one motion. Any member of the Commission or public may request to have an item removed from the Consent Items for comment and action. A member of the public may request to pull an item from Consent by following the Participation instructions contained on page 1 of this agenda. If an item is pulled, the Chair has the sole discretion to determine when the item will be heard. Unless there are separate discussions and/or actions requested by the Commission, staff, or a member of the public, it is requested that items under the Consent Items be acted on simultaneously.)*

1. Approve Minutes of the Parks Commission Regular Meeting of December 7, 2020.

**VERBAL COMMUNICATIONS** *(Members of the public are welcome to address the Commission on any matter that is not listed on the agenda consistent with the Participation instructions contained on page 1 of this agenda. To ensure all agenda items are heard and unless additional time is authorized by the Chair, this portion of the agenda is limited to 30 minutes and no more than three (3) minutes per comment. In the event additional comments were not able to be heard during the initial Verbal Communications portion of the agenda, an additional Verbal Communications will be opened prior to adjournment.)*

**OTHER BUSINESS** *(Up to three minutes may be allotted to each speaker on any of the following items.)*

2. Nominations/Appointment of Parks Commission Chair and Vice-Chair (Verbal Report)
3. Nominations/Appointment of Beautification Committee Member (Verbal Report)
4. Park Stewardship Program (Verbal Report)
5. Union Ave Community Garden Concept (Verbal Report)
6. Los Gatos in Lights (Verbal Report)

PARKS COMMISSION MEETING  
FEBRUARY 1, 2021

7. PPW Director's Report (Verbal Reports)
  - A. General Plan Update – Review of the 2020 General Plan Document
  - B. Review Prop 68 - [https://www.parks.ca.gov/?page\\_id=30095](https://www.parks.ca.gov/?page_id=30095)
  - C. Park Operations – Open/Closure Status due to Covid-19
  - D. Vegetation Management – Roadside, Open Space, and Kennedy Meadows
  - E. Capital Improvement Projects – FY 20/21 – Projects
  - F. Events
8. Youth Commission Report (Verbal Report)
9. Beautification Committee Liaison Report (Verbal Report)

**COMMISSIONER REPORTS**

**ADJOURNMENT**

Next meeting scheduled – **April 5, 2021**

*IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE PARKS AND PUBLIC WORKS DEPARTMENT AT (408) 399-5770. NOTIFICATION 48 HOURS BEFORE THE MEETING WILL ENABLE THE TOWN TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING [28 CFR §35.102-35.104]*



**TOWN OF LOS GATOS  
PARKS COMMISSION REPORT**

MEETING DATE: 02/01/2021

ITEM NO: 1

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**DRAFT MINUTES OF THE PARKS COMMISSION REGULAR MEETING  
DECEMBER 7, 2020**

The Parks Commission of the Town of Los Gatos conducted a Regular Meeting on December 7, 2020, at 6:00 p.m. via videoconferencing.

**MEETING CALLED TO ORDER AT 6:03 p.m.**

**ROLL CALL**

Present: Chair Mullen, Vice-Chair Stephenson, Commissioners Buncic, Corenson, Gordon, Ober, and Youth Commissioner Emami.

**CONSENT ITEMS**

1. Approve Minutes of the Parks Commission Regular Meeting of December 7, 2020.

**MOTION:** Motion by Commissioner Gordon to approve Consent Item 1.  
**Seconded** by Commissioner Ober.

**VOTE:** Motion passed unanimously.

**VERBAL COMMUNICATIONS**

None reported.

**OTHER BUSINESS**

2. Park Stewardship Program
  - A) On Hold Due to Coronavirus

No report given.

3. Union Ave Community Garden Concept

Commissioner Gordon introduced the item.

Kevin Arroyo, resident, presented a PowerPoint presentation on the proposal of a community garden on Pinehurst Avenue. The proposed greenway is between Pinehurst Avenue and Union Avenue. The Commission discussed the item and provided feedback to assist Mr. Arroyo in moving forward with the next steps. The Commission was in support of

discussing the item at a future meeting and considering making it a priority item for next year.

4. Los Gatos in Lights

Matt Morley, Director of PPW, verbally reported on the item.

5. PPW Director's Report

A. General Plan Update – Review of the 2020 General Plan Document

Matt Morley, PPW Director, verbally reported on the item. The Mobility Element is up next and the timeline for the work on the plan is the end of summer, to be completed by fall.

B. Review Prop 68 - [https://www.parks.ca.gov/?page\\_id=30095](https://www.parks.ca.gov/?page_id=30095)

Matt Morley, PPW Director, verbally reported on the item. Funding for use at Oak Meadow Park for the bandstand went to the Policy Committee and Town Council, both in support of the project. Staff will continue to update the Parks Commission on a meeting-by-meeting basis.

C. Park Operations – Open/Closure Status due to Covid-19

Jim Harbin, Superintendent, and Jerett Blaskey, Park Service Officer, reported on the item.

D. Creek Trail Pavement Project

Jim Harbin, Superintendent, provided an update that the project is almost complete.

E. Vegetation Management – Roadside, Open Space, and Kennedy Meadows

Matt Morley, PPW Director, provided an update on the current work being done, which is on the hillside roadsides, not parks related at this point. The Town received confirmation from the California Office of Emergency Services that through FEMA the Town has been approved for the first part of the grant for vegetation management in the open space. More information will continue to be provided to the Commission as it evolves.

F. Capital Improvement Projects – FY 20/21 – Projects

Matt Morley, PPW Director, verbally reported on the item and suggested that ideas for the FY 20/21 be forwarded to him so that the list can be finalized at the February meeting.

G. Events

No report given.

H. Commission Recruitment

Matt Morley, PPW Director, thanked Chair Mullen for his time volunteered on the Commission and for leading the commission as Chair the past year. A new commissioner, Adriana Alves, will join the Commission in February.

6. Youth Commission Report

Commissioner Emami provided an update on the item.

7. Beautification Committee Liaison Report

Commissioner Corenson provided an update on the item.

**COMMISSIONER REPORTS**

None reported.

**ADJOURNMENT**

The meeting adjourned at 6:46 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the December 7, 2020 meeting as approved by the Parks Commission.

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/s/Matt Morley, Director of Parks and Public Works