



**TOWN OF LOS GATOS
ARTS AND CULTURE COMMISSION MEETING
NOVEMBER 15, 2023
AT NEW MUSEUM LOS GATOS (NUMU)
106 EAST MAIN STREET, LOS GATOS, CA 95030
4:00 P.M.**

Maureen Cappon-Javey, Chair

Dornaz Memarzia, Vice Chair

Anne Lamborn, Commissioner

Bent Jensen, Commissioner

Cristiano Colantoni, Commissioner

Thomas Spilsbury, Commissioner

Gwyneth Pang, Youth Commissioner

Pravin Blalasingham, Alt Youth Commissioner

This meeting will be held in-person at a special meeting location at the New Museum Los Gatos (NUMU), 106 East Main St, Los Gatos 95030.

PARTICIPATION IN THE PUBLIC PROCESS

The Town of Los Gatos strongly encourages your active participation in the public process, which is the cornerstone of democracy. If you are interested in providing oral comments during the meeting, you must attend in-person and complete a "speaker's card" and return it to the staff. If you wish to speak to an item on the agenda, please list the item number. The time allocated to speakers may change to better facilitate the meeting. You are welcome to submit written comments via email to rbaker@losgatosca.gov.

Public Comment During the Meeting:

- 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 Town meeting.
- Speakers at public meetings will be asked to provide their full name and to state whether they are a resident of the Town of Los Gatos. This information is optional and not required.

Deadlines for Public Comment and Presentations are as follows:

- If you are unable to participate in person, you may email rbaker@losgatosca.gov with the subject line "Public Comment Item #_" (insert the item number relevant to your comment). Persons wishing to submit written comments to be included in the materials provided to Board must provide the comments as follows:
 - For inclusion in the regular packet: by 11:00 a.m. the Friday before the Commission meeting
 - For inclusion in an Addendum: by 11:00 a.m. the Monday or Tuesday before the Commission meeting
 - For inclusion in a Desk Item: by 11:00 a.m. on the day of the Commission Meeting
- Persons wishing to make an audio/visual presentation on any agenda item must submit the presentation electronically, either in person or via email to rbaker@losgatosca.gov, to the by 3:00 p.m. the day of the meeting.

MEETING CALLED TO ORDER

ROLL CALL

COMMISSIONER AND PUBLIC TOUR OF NEW MUSEUM LOS GATOS (NUMU)

STAFF LIASION REPORT

COMMISSIONER REPORTS

CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION)

1. Adopt the minutes of the September 20, 2023 Meeting.
2. Adopt the minutes of the October 18, 2023 Joint Meeting.

VERBAL COMMUNICATIONS *(Members of the public are welcome to address the Commission on any matter that is not listed on the 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 speaker. In the event additional speakers 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.)*

3. Discuss Rescheduling or Canceling the December ACC Meeting Due to Holiday Season
4. Debrief Discussion of the October ACC and Parks Commission Joint Meeting
5. Presentation of Public Arts Master Plan Process and Timeline
6. Reports from Subcommittees

ADJOURNMENT

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE CLERK DEPARTMENT AT (408) 354-6834. 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
ARTS AND CULTURE
COMMISSION MEETING**

MEETING DATE: 11/15/2023

ITEM NO: 1

**DRAFT
Minutes of the Arts and Culture Commission Meeting
September 20, 2023**

The Arts and Culture Commission conducted a regular meeting in person on September 20, 2023 at 4:00 p.m.

MEETING CALLED TO ORDER at 4:03 p.m.

ROLL CALL

Present: Chair Cappon-Javey, Vice Chair Memarzia, Commissioner Jensen, and Commissioner Colantoni

Absent: Commissioner Lamborn, Commissioner Spilsbury, and Youth Commissioner Pang

Also Present: Staff Liaison Baker

STAFF LIASON REPORT

Staff Liaison Baker gave an update on the Gateway project.

COMMISSIONER REPORTS

Chair Cappon-Javey congratulated a former youth commissioner on a scholarship he received.

CONSENT ITEMS

1. Adopt the minutes of the August 17, 2023 regular meeting.

MOTION: Motion by Commissioner Colantoni to approve the Consent Items. **Seconded** by Vice Chair Memarzia.

VOTE: Motion passed, all in favor

VERBAL COMMUNICATIONS

No one spoke.

OTHER BUSINESS

2. Presentation of Outside the Box Artist Submissions

Director Baker presented the artist submissions. The commissioners discussed their top choices.

3. Reports from subcommittees

The Community Relations subcommittee presented ideas and next steps.

The Grants subcommittee presented ideas and next steps.

4. Discussion of Commission Input for the Town's Justice, Equity, Diversity, and Inclusion Plan

The Commission discussed moving the item to the next meeting.

ADJOURNMENT

The meeting adjourned at 5:25 p.m.

This is to certify that the foregoing is a true
and correct copy of the minutes of the
September 20, 2023 meeting as approved by the
Arts and Culture Commission.

Ryan Baker, Library Director



**TOWN OF LOS GATOS
ARTS AND CULTURE COMMISSION
AND PARKS COMMISSION REPORT**

MEETING DATE: 11/15/2023

ITEM NO: 2

**DRAFT MINUTES OF THE
JOINT SPECIAL MEETING OF THE ARTS AND CULTURE COMMISSION
AND PARKS COMMISSION
October 18, 2023**

The Town of Los Gatos Arts and Culture Commission and Parks Commission conducted a Joint Special Meeting on October 18, 2023, at 4:00 p.m.

MEETING CALLED TO ORDER AT 4:00 p.m.

ARTS AND CULTURE COMMISSION ROLL CALL

Present: Chair Cappon, Vice-Chair Memarzia (arrived 4:15 p.m.), Commissioners, Lamborn, Jensen, Colantoni, Spilsbury, and Youth Commissioner Pang.

PARKS COMMISSION ROLL CALL

Present: Chair Stephenson, Vice-Chair Gleason, Commissioners, Buncic (absent), Corenson (arrived 4:02 p.m.), Mapara, Ober, and Youth Commissioner Balasingham.

COMMISSIONER REPORTS

Commissioner Jensen commented on September 27th attended the Gilroy Art roundtable, on October 2nd attended the SVC creates on Parks and Arts access for project grants, and on October 8th planned on going to the Los Gatos Arts Association meeting.

VERBAL COMMUNICATIONS

No one spoke.

OTHER BUSINESS

1. Discuss Incorporation of Public Art in Town Parks

Chair- Stephenson introduced the item on how to incorporate more art in the parks. We have several parks across the Town, we have trails and open spaces all of which could be enhanced by art or whatever medium that may be. Received some community feedback on how we could incorporate some type of sculpture or structure large and robust for children to play on, or native landscaping within the parks.

The Arts and Parks Commission discussed and asked questions on this item.

SUBJECT: ARTS AND CULTURE COMMISSION AND PARKS COMMISSION MEETING
MINUTES

DATE: November 6, 2023

Nicolle Burnham, PPW Director, and Ryan Baker, Library Director, responded to the questions.

2. Receive a Report on the Pinehurst Community Garden and Lynn Avenue Pedestrian Path

Marina Chislett, Environmental Specialist, introduced the item and Dillingham Associates presented a PowerPoint presentation.

Marina Chislett, Environment Specialist, commented on the next steps for the project.

The Arts and Parks Commission discussed and asked questions on this item.

Dillingham Associates, Nicolle Burnham, PPW Director, and Marina Chislett, Environmental Specialist, responded to the questions.

Chair Stephenson opened public comment.

Kay Van Kirk

- Commented on concerns with loss of privacy, the impact on traffic and parking, caring for the garden, who the garden benefits, the quality of life, and the view.

Robert Bergthold

- Commented on concerns with the opening of the gates anyone or anything can run through, safety issues, and parking.

Hamidah Sadler

- Commented on concerns with a walkway and a bikeway but making them separate, parking, traffic, lighting, water cost and usage, accidents, and would like to see a traffic signal added on Union Avenue.

Tevis Ignacio

- Commented on concerns with parking and flooding.

Roy Knox

- Commented on concerns with wildlife, pathways, unhoused people, security, patrol, lighting, trees, the view, and not benefiting anyone.

Dee Stoddard

- Commented on concerns with lighting, teenagers hanging out at night, parking, the view, noise at night, privacy, people around the border should have priority for a plot, and to put pathway lights, not overhead lights.

SUBJECT: ARTS AND CULTURE COMMISSION AND PARKS COMMISSION MEETING
MINUTES

DATE: November 6, 2023

Public comment (continued):

Dick Konrad

- Commented in favor of the community garden, a great place to bring people together, meets the needs of the senior road map, raised beds for seniors for accessibility, cluster seeding, and pollinators.

Kevin Arroyo

- Commented in favor of the community garden. When the project started, knocked on doors within a two-block radius to have people sign the petition. Three major concerns from the residents were privacy, traffic, and vagrancy. For privacy, the fences are in disrepair, put in privacy hedges, or a fence extension or structures if PG&E allows it. For vagrancy a fence that could be locked nightly, foot patrol by garden stewards or the board of directors, boots on the ground monitoring, and no toilet facilities. For traffic met with five separate community gardens and submitted a traffic study of evidence of how many plots they had and what foot traffic was based on. The results are for every 10 plots you would have one person.

Chair Stephenson closed public comment.

Chair Stephenson opened the discussion with questions on the report.

The Arts and Parks Commission discussed and asked questions on this item.

Kevin Arroyo, resident, and Marina Chislett, Environmental Specialist, responded to the questions.

ADJOURNMENT

The meeting adjourned at 5:45 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the October 18, 2023 meeting as approved by the Arts and Culture Commission.

Ryan Baker, Library Director



TOWN OF LOS GATOS
ARTS AND CULTURE COMMISSION
REPORT

MEETING DATE: 11/15/2023

ITEM NO: 3

DATE: November 15, 2023
TO: Arts and Culture Commission
FROM: Ryan Baker, Library Director
SUBJECT: Discuss Rescheduling or Canceling the December ACC Meeting Due to Holiday Season

REMARKS:

The December meeting of the ACC is scheduled for December 20, 2023. Due to the proximity of this date relative to the holiday season, the Commission may decide to cancel the meeting or reschedule the meeting for the week prior (the week of December 11th) to mitigate attendance conflicts.

PREPARED BY: Ryan Baker
Library Director



TOWN OF LOS GATOS
ARTS AND CULTURE COMMISSION
REPORT

MEETING DATE: 11/15/2023

ITEM NO: 4

DATE: November 15, 2023
TO: Arts and Culture Commission
FROM: Ryan Baker, Library Director
SUBJECT: Debrief Discussion of the October ACC and Parks Commission Joint Meeting

REMARKS:

The design consultants for the Community Garden and Pinehurst Walkway projects have taken the ideas suggested at the October joint meeting of the ACC and Parks Commission to create their construction plans. The draft plans will be available for viewing at a public meeting tentatively slated for December 23 or January 2024.

Chair Cappon-Javey has requested that the ACC debrief regarding the meeting.

PREPARED BY: Ryan Baker
Library Director



**TOWN OF LOS GATOS
ARTS AND CULTURE COMMISSION
REPORT**

MEETING DATE: 11/15/2023

ITEM NO: 5

DATE: November 15, 2023
TO: Arts and Culture Commission
FROM: Ryan Baker, Library Director
SUBJECT: Presentation of Public Arts Master Plan Process and Timeline

REMARKS:

Based on input given at the October 18 joint meeting of the ACC and the Parks Commission, as well as internal staff discussions, it has been identified that the lack of a comprehensive Master Plan or Strategic Plan for Public Arts with large public input and participation is hindrance that may be impacting the opportunity for public arts incorporation as projects arise.

It is recommended in the highest interest for moving arts forward in Town to begin a Master Plan or Strategic Plan process comparable to what other “art-forward” jurisdictions have in place.

Director Baker will give an introductory overview of the timeline and process and present example plans adopted in other jurisdictions.

PREPARED BY: Ryan Baker
Library Director



TOWN OF LOS GATOS
ARTS AND CULTURE COMMISSION
REPORT

MEETING DATE: 11/15/2023

ITEM NO: 6

DATE: November 15, 2023
TO: Arts and Culture Commission
FROM: Ryan Baker, Library Director
SUBJECT: Reports from Subcommittees

REMARKS:

Subcommittee may report out on work progress.

Subcommittee assignments:

- Gateway Project: Spilsbury
- Review of Percent for Arts Ordinance: Spilsbury
- Murals on Creek Trail: Lamborn
- Murals in other locations: Colantoni and Spilsbury
- Spacemaking and Native Garden: Colantoni and Spilsbury
- Grants: Jensen and Cappon-Javey
- Visibility and Community Relations: Memarzia and Jensen
- Fundraising: Cappon-Javey and Memarzia

PREPARED BY: Ryan Baker
Library Director