

Parks and Recreation Committee
February 22, 2021 Meeting Minutes
Monday 4:30-6:00 PM

Meeting Time: Monday February 22, 2021 from 4:30 – 6:30 PM
Meeting Place: Teleconference Meeting Per the Governor’s Executive Order No. N-25-200

1. Call to order/Roll Call (Quorum = 4)

- a. Chairperson: Yibin Tang Vice Chair: Scott Vanderlip
- b. Members: Ying Liu, Kathy Evans Secretary: Boxia (Jessica) Schmidt
- c. Staff: Sarah Robustelli
- d. Council Liaison: Lisa Schmidt
- e. Associate Members: Patty Radlo, Rebecca Hickman, Helene Karlsson, Kjell Karlsson, Val Metcalfe, Jim Basiji, Craig Murray, Elisa Bredo
- f. **Present: Scott Vanderlip, Lisa Schmidt, Boxia Schmidt, Sara Robustelli, Kathy Evans, Jasmeen Pombra, Kjell Karlsson, Ying Liu, Craig Murray**

2. Review of DRAFT Minutes - October 19, 2020, Jan. 25, 2021

The Oct and Jan minutes are passed unanimously.

3. Public Comment: list members of the public

No public comments.

4. New Business

- a. Westwind Community Barn Status Update by Barn Manager Torie Dye

i: Horse-back riding courses:

Horse-back riding is very popular during the pandemic. Horse-back riding is one of the few outdoor activities available during the Covid time. Westwind Barn has quite a long waitlist for people who want to take horse-back riding classes. Torie said it’s still very challenging to meet the guidelines during pandemic. Kathy mentioned that Torie can open up another class in two locations: the town ring and Westwind barn.

ii: The project:

The arena is functioning well. Torie mentioned that they are working on putting up some fencing – it’s a long-term project. According to Torie, the bathrooms are the main issue for the events. They need more bathrooms to accommodate more people during the events. Now they have porta-potties with water to wash hands outside. However, having another bathroom is better for them and has a higher priority.

According to Torie, it's quite dangerous to have a cooking unit—since the kids might get in there. Sarah asked about the lights on top of the barn, in the entrance area and in the parking area. Torie said the motion sensor lights up and down the hill are working fine. There are 2 big lights at the entrance. Kathy suggested to put some candy cane lights in the barn like the candy cane lights in Mendez barn.

iii: Final report

Since Foothills park was open to the public, it got popular during the pandemic. It has been hard to get people away from horses. Most of the new visitors were not aware that horses can be dangerous. The horse pen was built last year. Donations came from is donors secured by Torie and the public.

b. Spring-Summer Activity Guide

i: Deadline for the new activity guidebook

It's available online. Sarah said the printout copies should be mailed this week and the residents would be able to get it this weekend. The new activity guide (Fall-Winter) is 20 pages and has the same format as last community guide.

Kathy asked about the deadline for the next activity guide. The deadline for submitting any activity proposals/courses proposals is 1st July. The new activity guide (September-December) will be mailed in late august. The committee members will read through text and Sarah will contact the editor for any changes. Pombra volunteered to do the reviewing and editing for the new activity guidebook.

ii: The shred event, senior care info and new young kids' programs

The event is driven by residents and has been around for 2 years now. The committee needs the essential documents of senior care information. Sarah had worked with a law firm who can provide this info for free. The town is happy to hear any suggestions from the public as well.

Kathy proposed to have new interesting programs for preschool parents to network/socialize. Boxia volunteered to look for the new young kids activities for the Fall-Winter activity guidebook.

c. Leadership Conference by Youth Committee will be on Mar. 7, 2021. Topic: Emergency Preparedness for Los Altos Hills. (Kathy)

Kathy mentioned that we need junior high school kids to promote this event. Boxia and Yibin will help spread the word. Sarah will send out the flyer to the committee members this week.

d. Inspirational banner project, scavenger hunts, seed packets (Kathy/Sarah)

The submission deadline is March 8th, so that the banners would need to be ready before next meeting. There is a one page flyer to promote this event in the activity guide. Sarah has reached out to the previous participants. Some of them are interested in participating in this year's event as well. Kathy will promote this event in the youth committee meeting in March.

Sarah would send out the link and the flyer this week. There are 2 scavenger hunts listed in the new activity guidebook. Poppy seed packets will be handed out during the town 65th anniversary celebration. (see below)

e. Town 65th Anniversary Celebration update (Kathy/Sarah)

We have the graphic design for our Town 65th Anniversary Celebration- It's a drawing of a poppy together with the town logo on the activity guide. Residents can come by the city hall to get some California poppy seeds during the week of celebration. The next town pop-up photo frames would also be seasonally decorated with poppy flowers.

f. Update on Town construction project – timeline, how it will affect P&R (Kathy)

There is no newly updated info about the timeline. Scott suggested since it's a small project, we should not need to go out to get a bid. He suggested we should commercialize for local builders. (Put the words out for local builders.) Builder list should be large.

Kathy suggested that we can build the meeting room in Purisima field first, so that the new meeting room can handle the overflow during the new construction project in the town hall area. Kjell mentioned that the big builders are pretty busy with commercial jobs, but if it's 1 year from now, the project should be cheaper. Lisa will find out more info about the project.

g. Budget Requests for FY21-22 (Kathy)

Council needs to approve the new budget in May. Sarah - the paddock project is not moving forward. Engineering and public work – need 5 years plan.

Transfer it to different project so it's more feasible. There is a hedge in West Wind area between the parking lot and the Byrne preserve main gate. More planting would need to be done. This is counted as a part of the West Wind budget. Kathy suggested that we should put the tarp and plant some trees there. Sarah mentioned that the canopy there now works well. The shower could be turned into a restroom. And some more lights could be installed at each entrance of the barn. Kathy also thought a washer and a dryer could be handy when washing horse blankets. For the public event held in West wind barn, more motion sensor lights would be needed. But this can be on the back burner, if other projects have higher priority.

h. New roster for P&R from Deborah Padovan (Kathy)

i. Define tasks or projects of each P&R committee members will work on: preschool programming, senior programming, community building program (events), make flyer to advertise our events, attend the city council meeting; liaison with the LAHHA, etc. (Kathy) Sarah mentioned that we are not anticipating hosting any events due to the pandemic.

Other tasks:

Preschool program (new activity guidebook) - Boxia Schmidt and potential associate member candidates volunteered to find out more interesting programs.

Celebration of 4th of July- County is relaxing on youth and sport, so there might be a camp-out in August and 4th of July. We will carry out the caravan parade. Last year the caravan was successful.

Town picnic - it's not happening this year.

Hoedown - not sure we can do it in September. Kathy said we should prepare for it since everyone should be vaccinated by then.

5. Old Business

a. Important Contacts Booklet

It was sent out with the Spring-Summer activity guide. Sarah pointed out when you scan the QR code, it would go to the website with hyperlinks for all the contacts.

Kathy asked whether community relations committee put the important contacts booklet in the new resident welcome package.

b. LAH Outdoor Changes – Scott

Trails details are on the websites --larecreationtrails.org. Gardner Bullis School parking lot can be a good option for biking and scootering.

c. Prop 68

The plan that committee members received is not the final copy, it's a draft. Sarah mentioned that they hadn't gone through the process yet and the copy should not be sent out. Scott asked where we are now in terms of the state budgeting and proposal, and whether we are on track in the program. Sarah said we are on track. She was at the goal setting meeting, but it didn't have a discussion about this. Nothing is changed, money is budgeted for this year. Staff is focusing on the planning and building and some public work for the town hall project.

Staff has the budget retreat. Kathy asked whether we, as committee members, need to talk to the council about why it is important for this to happen quickly. Kathy mentioned that multi-purpose building is not expensive, maybe we can do self-funding then get paid back later. However, we should be clear about the guideline so we can for sure get paid back after the project is done. Sarah did the rough calculation: so far, we have \$40,000 from the little league, \$190,000 to \$200,000 from the state and \$260,000 that the town will spend with the grant. The building cost is roughly \$500,000. We can break even. Kathy suggested that we should do the multi-purpose room before breaking down the town hall. Yibin pointed out that the design is not so good- it does not seem to have enough windows. Sarah pointed out that is not the final proposal.

d. Events

i: [Drive Thru Shred Event](#) 3/20 8-11 am

Kathy mentioned the event is very helpful during the tax season. Sarah said all the papers will be collected until the truck fills up. In fact, based on the experience from last couple of years, the truck never fills up.

ii. [Hoppin' Hounds at Home](#) 3/19- 4/3

Event participants are encouraged to donate 10 dollars or more. Participants can pick up biscuits at the town hall anytime during the event week.

iii. [Make Everyday Earth Day](#) 4/1-4/25

The theme for this year is "how do you make everyday the Earth Day". Kathy mentioned we could ask the EIC for demonstrations.

iv. [Pathways Run/Walk Self Challenge](#)

Sarah and Scott have been doing the website-Lahpathwaysrun.org. Kathy suggested that we should get some photos and post them on the website. Yibin suggested that we should also put the photo frame at the finishing line. Participants can take photos at the finishing line and submit the photos on the website or on social media. Participants can buy t-shirts after the event but there is a 144 minimum order we would have to place with the factory.

v. [Independence Day Caravan](#)

vi. Summer Family Camping (next meeting)

vii. Hoedown (next meeting)

viii. Barn Lighting (next meeting)

e. Subcommittee Reports

a. Legacy Giving: Scott and Ying

b. Garden Update: Craig starts planting pumpkin seeds now – Kathy suggested we should film it for school kids.

Future Meetings: March 15, April 12, May 10, June 14, No July meeting, August 16, September 12

Adjourned Time: 7:30 pm

Respectfully submitted by: Boxia Schmidt