



DATE: August 4, 2022

AGENDA ITEM # __

TO: Library Commission

FROM: Manny A. Hernandez, Parks & Recreation Director

SUBJECT: Los Altos Main Library Timed Parking

RECOMMENDATION:

Receive update from City staff on the installation of time parking in the main library parking lot and discuss with Library staff

BACKGROUND & DISCUSSION

After the April 7 Library Commission meeting, an official request was submitted to the City Manager on looking into the possibility of having timed parking outside the City's main library. This request was made due to the concern about the loss of parking spaces with the installation of the eventual permanent dog park and the increase of parking lot usage with the temporary dog park installed at Hillview Park soccer field. The thought was to be able to turn over a certain number of spaces for library patron usage.

Work between the Police Chief and the Maintenance Services Director began to decide what would be the best way to install and enforce this limited timed parking. Considerations that were made included the following.

- Length of time
- Location of the parking spaces
- Number of timed parking spaces
- Installation of signs
- Ability to enforce

Taking library programming and downtown parking enforcement into account, PD came to the conclusion that 2-hour parking would work best. This would be consistent with the downtown street parking limits. Allowing parking for 2-hours would also provide ample time for certain library programs while still turning over the spaces within a time that would discourage longer events on the campus to park there. The hours of timed parking will be consistent with the downtown signs as well (9am-6pm).

The location and number of spaces that would be timed was based on proximity to the library entrance. Being close to the main entrance was the factor that determined the location. The number of spaces was determined based on the location. There are exactly 14 spaces in the row across from the main entrance that run from the space nearest San Antonio Road to the drive entrance to the small lot. City staff found that to be a good number of spaces and easy to identify for signage and driver recognition.

Staff found that installing the signs along the curb of the spaces would be easy and out of the way of pedestrians. This made the selected location good for sign installation, while it's proximity to downtown and "one area" seemed to make it easier for PD enforcement.

Regarding enforcement: Library and City staff would be expected to park outside of the timed parking spaces, as there will not be permit or employee parking allowed. PD has indicated there will be an education/social media outreach period before any enforcement, but tire marking will commence after that period and citations will eventually be issued.

Work by the Public Works Department on pole installation had begun and signs have been ordered. We do not currently have a timeline on delivery of the signs. City staff will meet with PD to discuss enforcement timelines once the signs come in.

Attachments:

A – Library Parking Google Map