



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 09/01/2026

ITEM NO: 7

DATE: September 01, 2026
TO: Mayor and Town Council
FROM: Chris Constantin, Town Manager
SUBJECT: **Adopt a Resolution Establishing Preferential Permit Parking and Time Limited Parking on Portions of High School Court and Brooklyn Avenue, and Authorize the Town Manager to Accept Reimbursement Funds from the Los Gatos-Saratoga Union High School District Associated with the Brooklyn Avenue Parking Improvements**

RECOMMENDATION: Staff recommend that Town Council:

- a. Adopt a resolution establishing preferential permit parking from 7:00 AM–4:00 PM on school days for 20 spaces on High School Court and 26 spaces on Brooklyn Avenue, and establishing 90-minute public parking on weekdays when LGHS is not in session, with spaces available for public use at all other times;
- b. Approve revenue budget adjustments of \$10,953 for a one-time reimbursement from the District for striping, signage, and labor on Brooklyn Avenue and \$6,500 annually for the two-year use of the 26 spaces on Brooklyn Avenue, and authorize the Town Manager to accept the funds;
- c. Make the finding that establishment of a preferential parking permit program for Brooklyn Avenue does not adversely affect parking conditions for residents and merchants in the area;
- d. Authorize the Town Manager to negotiate and execute an agreement with the Los Gatos-Saratoga Union High School District, in a form approved by the Town Attorney, establishing the District's two-year use of the 26 designated parking spaces on Brooklyn Avenue, including the effective date, the \$6,500 annual payment, the \$10,953 reimbursement, invoicing and payment terms, and other terms necessary to implement the Council's action.

PREPARED BY: Prahallad Badami
Senior Transportation Planner

Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, and Administrative Services Director

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FISCAL IMPACT:

Approving this action will result in an annual revenue increase of \$6,500 from Los Gatos-Saratoga Union High School District (the District) for the two-year use of 26 preferential parking spaces on Brooklyn Avenue (Attachment 5). The existing \$5,000 annual payment under the 2019 Memorandum of Understanding (Attachment 1) for the 20 preferential parking spaces on High School Court will remain in effect, resulting in total annual parking revenue of \$11,500 during FY 2026–27 and FY 2027–28. All parking revenue from the District will be allocated to 1115201-45919.

The Town will incur one-time costs of \$10,953 for striping, signage, and installation labor on Brooklyn Avenue. Sufficient appropriation is available in the Adopted FY 2026-27 Operating and Capital Improvement Program Budgets for the expenditure. The costs are as follows and will be charged to the programs listed:

- \$6,651 – Annual Street Repair Project for roadway striping (4118101-82405; Legacy CIP No. 811-9901)
- \$1,927 – Streets and Signals Operating Program for regulatory signage (1115401-61212)
- \$2,375 – Streets and Signals Operating Program for installation labor (1115401-51111)

The District will reimburse the Town for the full \$10,953, resulting in no net fiscal impact. The recommended FY 2026-27 revenue budget increases for this funding are as follows:

- \$6,651 – Annual Street Repair Project (4118101-45974; Legacy CIP No. 811-9901)
- \$4,302 – Streets and Signals Operating Program (1115401-44619)

Future fiscal year funding is subject to budget appropriations approved by Town Council during the Town’s annual budget process.

STRATEGIC PRIORITY:

This item advances the Town’s Strategic Priority to manage downtown parking and aligns with the Town’s Strategic Priorities’ Core Goal of Quality Public Infrastructure by clearly designating parking areas in Downtown and in the Olive Zone.

BACKGROUND:

Downtown Parking Management Plan

On December 17, 2001, the Town Council adopted Resolution No. 2001-145 (Attachment 2), which formally approved the Downtown Parking Management Plan (Plan). The Plan provided recommendations regarding parking time limits, exemptions, and the days and hours of

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enforcement for various public parking locations in Downtown and near Los Gatos High School (LGHS).

LGHS Permit Parking

The Plan recommended preferential permit parking along portions of East Main Street and High School Court to accommodate LGHS staff parking needs. Currently, passenger loading and unloading restrictions are in place along portions of East Main Street to facilitate LGHS student pick-up and drop-off. These restrictions were recently updated by Resolution No. 2025-061 (Attachment 3), adopted December 2, 2025, to more closely align the hours of enforcement of passenger loading restrictions with the LGHS bell schedule.

Restated Parking Regulations Downtown and in the Olive Zone

On March 4, 2025, Town Council adopted Resolution No. 2025-007 (Attachment 4), which restated current regulations in parking areas in Downtown and the area around LGHS and the Civic Center, currently known as the Olive Zone. The Resolution included time-limited parking regulations in many public parking areas near LGHS. However, preferential parking restrictions on High School Court and Brooklyn Avenue for LGHS teachers, staff, and volunteer parking were not included.

High School Court Parking

Currently, there are twenty (20) spaces on the west side of High School Court, north of Church Street, with posted signage indicating “LGHS Teacher Permit Parking Only” with posted hours from 7:00 AM to 4:00 PM on school days. The use of the parking spaces and the parking restriction hours and days align with terms and provisions of the MOU, signed April 9, 2019, between the Town of Los Gatos and the District. The District is required to pay the Town \$5,000 per year (\$250 per space) for the use of these parking spaces. While the MOU defined restrictions for these spaces, it does not appear these parking restrictions were supported by a resolution of Town Council.

Brooklyn Avenue Parking

After adoption of the Plan, signs and ground markings indicating LGHS staff and volunteer parking were installed in twenty-six (26) spaces on the north side of Brooklyn Avenue, adjacent to LGHS property. LGHS currently uses these spaces for teacher, substitute teacher, and volunteer parking. Current signage and ground markings do not distinguish between school days or non-school days or provide for hours of enforcement.

DISCUSSION:

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Town staff hold regular, monthly meetings to discuss parking with District representatives. During these meetings, the District has continued to keep staff updated on the progress of the District's master planning process. One aspect of the master planning process is infrastructure and construction improvements on LGHS property, including expanding the school's parking footprint and overall parking supply on the school property to better accommodate student and faculty parking during the school year.

Brooklyn Avenue was resurfaced as part of the Town's 2026 street resurfacing capital improvement project, including the portion with signage that designated certain spaces for LGHS staff and volunteer parking. No agreement or resolution establishing LGHS parking rights to these spaces has been identified. The District expressed a desire to maintain use of the twenty-six (26) spaces on Brooklyn Avenue for a period of two years, after which adequate staff parking will be available on LGHS property. After the two-year period, preferential parking restrictions for LGHS would be removed, and the spaces would be returned for public use.

During the two-year period, the spaces will serve as time-limited parking on non-school days and outside of the hours so that the Town residents, visitors, and nearby businesses can utilize the parking spaces. Updated signage is installed to communicate the parking restrictions to users, including the permit parking and time-limited parking.

District representatives have agreed that the costs for roadway striping and regulatory signs for both preferential parking locations (High School Court and Brooklyn Avenue) will be reimbursed to the Town by the District. Reimbursement for High School Court parking was established in the 2019 MOU. With this proposed resolution, the District will pay the Town for use of the Brooklyn Avenue spaces at the same rate they pay for the spaces on High School Court (\$250 per space per year; \$6,500 annually). The District will continue to be responsible for managing parking permits for their staff in a manner that is readily enforceable by Town staff.

Per Vehicle Code Section 22507(b), the Town can adopt a resolution establishing preferential parking if: 1) there will be permits and 2) the Town Council makes the finding that the use of the permits will not adversely affect parking conditions for residents and merchants in the area.

Brooklyn Avenue has been used as LGHS staff permit parking for several years. Continuing that parking arrangement will not have any impact on the adjacent uses in the area. Therefore, staff recommends the Town Council make the finding that the establishment of a preferential parking permit program for Brooklyn Avenue does not adversely affect parking conditions for residents and merchants in the area.

Attachment 5 is a resolution establishing the parking regulations on High School Court that were implemented by the 2019 MOU, that defines the newly proposed two-year restrictions on

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Brooklyn Avenue as described above, and that require parking permits for those using these designated spaces.

CONCLUSION:

The proposed action will allow LGHS to continue using parking spaces on High School Court and Brooklyn Avenue while on-site parking is constructed on LGHS property. The action clarifies that the spaces are available for public use outside of school hours. The action will also allow the Town to be compensated \$10,953 by the District for the cost of striping and signage on Brooklyn Avenue. The action will also result in the District paying an annual fee of \$6,500 per year for the use of the preferential parking spaces on Brooklyn Avenue. The total payments from the District to the Town for use of on-street parking in High School Court and Brooklyn Avenue will be \$11,000 for Fiscal Year 2026-27 and Fiscal Year 2027-28. In FY 2026-27, the Town will also receive a one-time reimbursement of \$10,953 for Brooklyn Avenue improvements.

COORDINATION:

This report was coordinated with the Town Manager, Town Attorney, Finance Director, Parks and Public Works Director, the Los Gatos Monte Sereno Police Chief, and the Los Gatos-Saratoga Union High School District.

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under CEQA, and no further action is required.

Attachments:

1. Memorandum of Understanding between Town of Los Gatos and THE DISTRICT
2. Resolution 2001-145
3. Resolution 2025-061
4. Resolution 2025-007
5. Resolution Establishing Parking Restrictions on High School Court and Brooklyn Avenue