



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 10/06/2020

ITEM NO: 8

ADDENDUM

DATE: October 5, 2020
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Discuss and Provide Direction on Pilot Parklet Program and Economic Recovery Initiatives

REMARKS:

Question received from a Council Member:

Please advise as to what processes/requirements, if any, imposed by Saratoga on its “parklets” on Big Basin Way. Specifically, what were the requirements, if any, for the Plumed Horse and Hero Ranch. If the City imposed no requirements, how did these two restaurants address the issues raised Town staff in its staff report?

Response:

Staffed talked to the City of Saratoga to learn about the process it implemented to allow parklets in their Downtown (Village). First, the street is a State Highway so the City obtained encroachment permits from the State to use the space. The City spent about \$15k per parklet to purchase the plastic water filled k-rail barriers and construct ADA ramps. Once in place, the businesses were able to occupy the spaces with their own furnishings. The City did not issue permits for the use of canopies in the Village and so far no concerns have come up. Each of the businesses were asked to sign a parklet adoption form that included rules the State stipulated for use of Big Basin. City of Saratoga Public Works and the City Manager’s Office worked together to get the program up and running. It has been very successful so far with the end date recently extended from December 2020 to the end of Summer 2021.

Los Gatos staff has not been able to connect with each restaurant directly; however, based on the information provided by the City of Saratoga, staff assumes that restaurants implemented coverings and furniture items that were within the individual business’ budget and business model. While the Town does have a few similar structures already in place in Town, it is not clear if they all meet the guidelines provided by the Fire Department or State building code to be implemented without review or permits. It appears that the City of Saratoga and Town of

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Parks and Public Works Director

Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, and Economic Vitality Manager

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Los Gatos have taken similar approaches to date by requiring the businesses to adhere to regulations and not requiring permits from the City/Town.

Downtown Lighting Program

The following provides the Town Council with an update of the holiday lighting program as discussed and approved at the September 15, 2020 Town Council meeting.

Staff has coordinated with the Chamber of Commerce to refine the lighting program, create a purchase order for the lighting, and identify electrical needs to support the displays. The Chamber also has the role of coordination with property owners where lights need to attach to their buildings. Staff will coordinate with the Town Attorney on the proper liability release to allow Town staff to do this work.

Through coordination with the lighting vendor, staff has learned more about the lighting package. The larger displays are made in Europe and will be shipped from there. The structures are reported to be well made of structural aluminum. The vendor estimates that the lighting will need substantial maintenance in four to five years when the LED lights may need to be repaired or replaced. The other fixtures will likely have a similar life expectancy. This aligns with the maintenance needs the Town experiences with the holiday tree and the other tree lights downtown.

Parks and Public Works (PPW) anticipates installing the lighting for the first year. The vendor has committed to providing adequate support along the way to ensure this can be done successfully. Based on the conversation with the lighting vendor, staff has revised the estimated hours for installation of the lighting from 200 to 300 hours. In addition, outlets will be installed at higher levels along 20 street light poles in the downtown by the Town's electrical contractor. The total project cost including lighting, contract electrical work, and equipment and supplies is estimated at \$130,000. Town staff time will be absorbed in the PPW budget.