



**TOWN OF LOS GATOS  
SPECIAL MEETING OF THE TOWN COUNCIL AGENDA  
JUNE 08, 2020  
110 EAST MAIN STREET  
LOS GATOS, CA**

*Marcia Jensen, Mayor  
Barbara Spector, Vice Mayor  
Rob Rennie, Council Member  
Marico Sayoc, Council Member  
Vacant, Council Member*

**PARTICIPATION IN THE PUBLIC PROCESS**

**How to participate:** The Town of Los Gatos strongly encourages your active participation in the public process, which is the cornerstone of democracy. If you wish to speak to an item on the agenda, please complete a “speaker’s card” located on the back of the chamber benches and return it to the Town Council. If you wish to speak to an item NOT on the agenda, you may do so during the “Verbal Communications” period. The time allocated to speakers may change to better facilitate the Town Council meeting.

**Effective Proceedings:** The purpose of the Town Council meeting is to conduct the business of the community in an effective and efficient manner. For the benefit of the community, the Town of Los Gatos asks that you follow the Town’s meeting guidelines while attending Town Council meetings and treat everyone with respect and dignity. This is done by following meeting guidelines set forth in State law and in the Town Code. Disruptive conduct is not tolerated, including but not limited to: addressing the Town Council without first being recognized; interrupting speakers, Town Council or Town staff; continuing to speak after the allotted time has expired; failing to relinquish the podium when directed to do so; and repetitiously addressing the same subject.

**Deadlines for Public Comment and Presentations are as follows:**

- Persons wishing to make an audio/visual presentation on any agenda item must submit the presentation electronically, either in person or via email, to the Clerk’s Office no later than 3:00 p.m. on the day of the Council meeting.
- Persons wishing to submit written comments to be included in the materials provided to Town Council must provide the comments as follows:
  - For inclusion in the regular packet: by 11:00 a.m. the Thursday before the Council meeting
  - For inclusion in any Addendum: by 11:00 a.m. the Monday before the Council meeting
  - For inclusion in any Desk Item: by 11:00 a.m. on the day of the Council Meeting

***Town Council Meetings Broadcast Live on KCAT, Channel 15 (on Comcast) on the 1st and 3rd Tuesdays at 7:00 p.m.  
Rebroadcast of Town Council Meetings on the 2<sup>nd</sup> and 4<sup>th</sup> Mondays at 7:00 p.m.  
Live & Archived Council Meetings can be viewed by going to:  
[www.losgatosca.gov/Councilvideos](http://www.losgatosca.gov/Councilvideos)***

***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  
SPECIAL MEETING OF THE TOWN COUNCIL AGENDA  
JUNE 08, 2020  
7:00 PM**

**IMPORTANT NOTICE REGARDING THE JUNE 8, 2020 SPECIAL COUNCIL MEETING**

This meeting is being conducted utilizing teleconferencing and electronic means consistent with State of California Executive Order N-29- 20 dated March 17, 2020, regarding the COVID- 19 pandemic. The live stream of the meeting may be viewed on television and/or online at <https://meetings.municode.com/PublishPage/index?cid=LOSGATOS&ppid=4bc370fb-3064-458e-a11a-78e0c0e5d161&p=0>. **In accordance with Executive Order N-29- 20, the public may only view the meeting on television and/or online and not in the Council Chamber.**

**PARTICIPATION**

If you are not interested in providing oral comments real-time during the meeting, you can view the live stream of the meeting on television (Comcast Channel 15) and/or online at <https://www.youtube.com/channel/UCFh35XRBWer1DPx-F7vvhcg>.

If you are interested in providing oral comments real-time during the meeting, you must join the Zoom webinar at <https://zoom.us/j/92477811327>. Password: 138091.

During the meeting:

- When the Mayor announces the item for which you wish to speak, click the “raise hand” feature in Zoom. If you are participating by phone on the Zoom app, press \*9 on your telephone keypad to raise your hand. If you are participating by calling in, press #2 on your telephone keypad to raise your hand.
- When called to speak, please limit your comments to three (3) minutes, or such other time as the Mayor may decide, consistent with the time limit for speakers at a Council meeting.

If you are unable to participate in real-time, you may email to [PublicComment@losgatosca.gov](mailto:PublicComment@losgatosca.gov) with the subject line “Public Comment Item #\_\_” (insert the item number relevant to your comment) or “Verbal Communications – Non Agenda Item.” Comments will be reviewed and distributed before the meeting if received by 5:00 p.m. on the day of the meeting. All comments received will become part of the record. The Mayor has the option to modify this action on items based on comments received.

**REMOTE LOCATION PARTICIPANTS**

*The following Council Members are listed to permit them to appear electronically or telephonically at the Town Council meeting: MAYOR MARCIA JENSEN, VICE MAYOR BARBARA SPECTOR, COUNCIL MEMBER ROB RENNIE, COUNCIL MEMBER MARICO SAYOC. All votes during the teleconferencing session will be conducted by roll call vote.*

## MEETING CALLED TO ORDER

### ROLL CALL

**VERBAL COMMUNICATIONS** *(Members of the public are welcome to address the Town Council on any matter that is not listed on the agenda consistent with the Participation instructions contained on page 2 of this agenda. To ensure all agenda items are heard and unless additional time is authorized by the Mayor, this portion of the agenda is limited to 30 minutes and no more than three (3) minutes per comment. In the event additional comments 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 for each comment on any of the following items consistent with the Participation Instructions contained on page 2 of this agenda)*

1. Los Gatos Community Vitality and Economic Recovery Initiative
  - a. Provide Direction to Staff on Parklet Barrier Options for the Town's Community Vitality and Economic Recovery Initiative.
  - b. Authorize the Town Manager to purchase the necessary resources to implement the program up to \$750,000.

**ADJOURNMENT** *(Council policy is to adjourn no later than midnight unless a majority of Council votes for an extension of time)*

*Writings related to any item on the Town Council meeting agenda are available on the official Town of Los Gatos website.*

*Note: The Town of Los Gatos has adopted the provisions of Code of Civil Procedure §1094.6; litigation challenging a decision of the Town Council must be brought within 90 days after the decision is announced unless a shorter time is required by State or Federal law.*



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 06/08/2020

ITEM NO: 1

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DATE: June 5, 2020  
TO: Mayor and Town Council  
FROM: Laurel Prevetti, Town Manager  
SUBJECT: Los Gatos Community Vitality and Economic Recovery Initiative  
a. Provide Direction to Staff on Parklet Barrier Options for the Town's Community Vitality and Economic Recovery Initiative.  
b. Authorize the Town Manager to purchase the necessary resources to implement the program up to \$750,000.

**RECOMMENDATION:**

Los Gatos Community Vitality and Economic Recovery Initiative  
a. Provide Direction to Staff on Parklet Barrier Options for the Town's Community Vitality and Economic Recovery Initiative.  
b. Authorize the Town Manager to purchase the necessary resources to implement the program up to \$750,000.

**BACKGROUND:**

On May 26, 2020, the Town Council held a special meeting to discuss options for a Community Vitality and Economic Recovery program for Los Gatos. Direction was provided to staff to remove parking from N. Santa Cruz Avenue and provide parklets and curbside/quick turn parking options to assist the businesses and community with access to the one another during the COVID-19 pandemic. Additionally, the Council provided direction for the staff to return with a resolution that streamlines business processes and modifies current provisions to allow business expansion and innovation opportunities during this time as well, which was adopted at the June 2, 2020 Town Council meeting.

**DISCUSSION:**

During the discussion on May 26, 2020, the Council provided staff with direction regarding the barriers that should be used to create the parklets in downtown. This included the use of

**PREPARED BY:** Monica Renn  
Economic Vitality Manager

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Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, and Finance Director

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DISCUSSION (continued):

planters or other similar type materials rather than temporary construction materials such as k-rail as was used in 2019 during the one-way pilot on N. Santa Cruz Ave.

On June 1, 2020, an updated Public Health Order was issued by Santa Clara County Public Health allowing outdoor dining to commence on June 5, 2020, provided businesses follow the guidelines. In concert with this, staff has been working to identify a vendor and get a cost and delivery schedule for the parklet planter barriers. Planters will cost \$375,000 plus soil and plant material and ongoing maintenance costs. The quickest delivery for planters is 8 to 10 weeks.

Given that the businesses will need the outdoor dining space much sooner, staff is recommending that the Town takes the following phased approach:

1. Provide k-rail as soon as possible throughout downtown, on N. Santa Cruz Ave, Main Street, University Avenue, and Village Lane along blocks that are primarily restaurants, with minimal sidewalk space. Staff has been working with the business community to identify the areas that need outdoor seating and are in the process of working on agreements with the businesses. This plan will blend with the Council direction to use all of the parking for parklets with the business needs for both parklets and parking.
2. As planters are ready for delivery, replace the k-rail with planters for a more visually appealing and inviting look. Staff will provide a map on Monday as a desk item that will demonstrate locations for k-rail in the first phase and planters in the future phase.
3. Then expand on the amount of parklet space based on the need for parking vs parklets and the current environment for shopping and dining guidelines, reserving clusters of curbside pickup/quick turn parking spaces.

This phased approach allows for significant amount of parklet space while meeting the Council direction to remain flexible to the needs of business. Another benefit of this approach is the flexibility that is built in as the parklets are formed now and adjusted in time. As the planters come in, if areas and spaces need to be adjusted, this can be incorporated in the work already being done and could provide additional support to the businesses as their models continue to evolve. Phasing adds an additional \$100,000 for the cost of k-rail. If this phased approach works for the Council, the total estimated cost for both k-rail and planters, plus maintenance would be \$600,000. Staff recommends Town Manager authority for additional funds up to \$750,000 to allow for staff to be flexible to changing needs at the speed of business.

Alternatively, the Town Council could opt for just the installation of k-rail only and forego the planters.

DISCUSSION (continued):

If keeping k-rail for the duration of the Community Vitality and Economic Recovery Initiative is desired, staff could address the aesthetics of the k-rail in a few different ways, as the Town Council directs:

1. The k-rail could either be painted in solid or multiple colors.
2. Businesses could be allowed to paint or decorate the k-rail outside their business, and any unassigned k-rail could be managed by the Town
3. Town staff could order wraps similar to those used previously with any range of designs printed on them.

CONCLUSION:

Discuss the options provided in the staff report and provide direction to staff on parklet barrier options for the Town's Community Vitality and Economic Recovery Initiative.

COORDINATION:

This report has been written in coordination between the Town Manager's and Town Attorney's Offices, and the Parks and Public Works, Police, and Community Development Departments.

FISCAL IMPACT:

Funding for this project has been allocated by the Council through the Capital Improvement Program Downtown Streetscape Project.

ENVIRONMENTAL ASSESSMENT:

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



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 06/08/2020

ITEM NO: 1

DESK ITEM

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DATE: June 8, 2020  
TO: Mayor and Town Council  
FROM: Laurel Prevetti, Town Manager  
SUBJECT: Los Gatos Community Vitality and Economic Recovery Initiative  
a. Provide Direction to Staff on Parklet Barrier Options for the Town's Community Vitality and Economic Recovery Initiative.  
b. Authorize the Town Manager to purchase the necessary resources to implement the program up to \$750,000.

Remarks:

Attachment 1 contains the proposed parklet layout for the interim using k-rail. Should the Town Council move forward with planters or extended use of k-rail, it is Staff intent to expand the parklet areas and cluster curbside/quick turn parking spaces as directed by the Town Council at their May 26, 2020 Meeting.

Attachment 2 contains public comment received between 11:01 a.m. Thursday, May 21, 2020 and 11:01 a.m. Tuesday, May 26, 2020.

Attachment distributed with this Desk Item:

1. Proposed parklet layout with k-rail
2. Public Comments received between 11:01 a.m. Friday, June 5, 2020 and 11:01 a.m. Monday, June 8, 2020.

PREPARED BY: Monica Renn  
Economic Vitality Manager

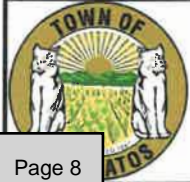
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Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, and Finance Director

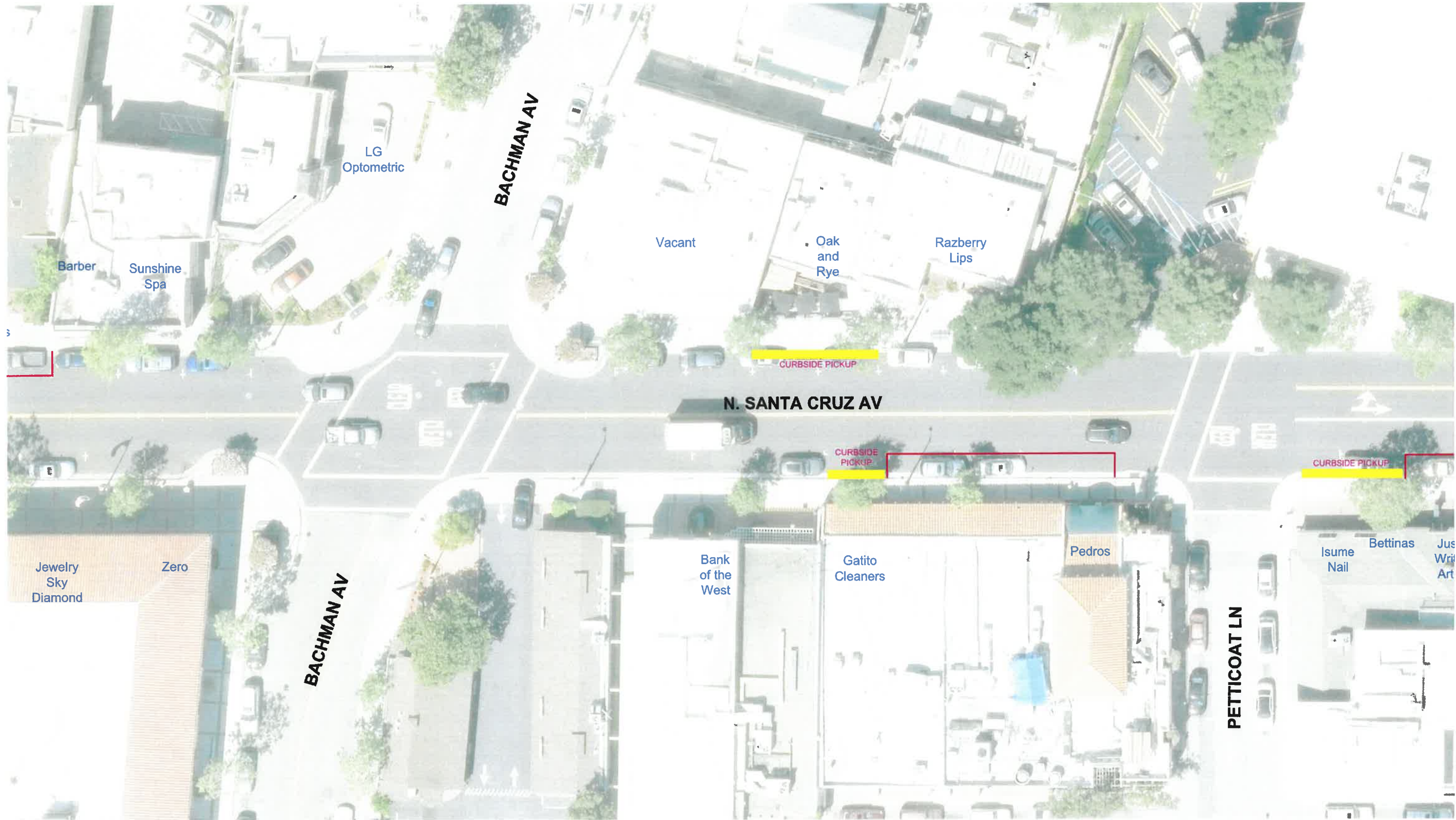
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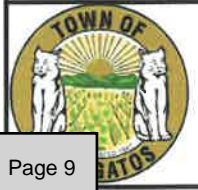
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N. SANTA CRUZ AVENUE AT HWY 9**

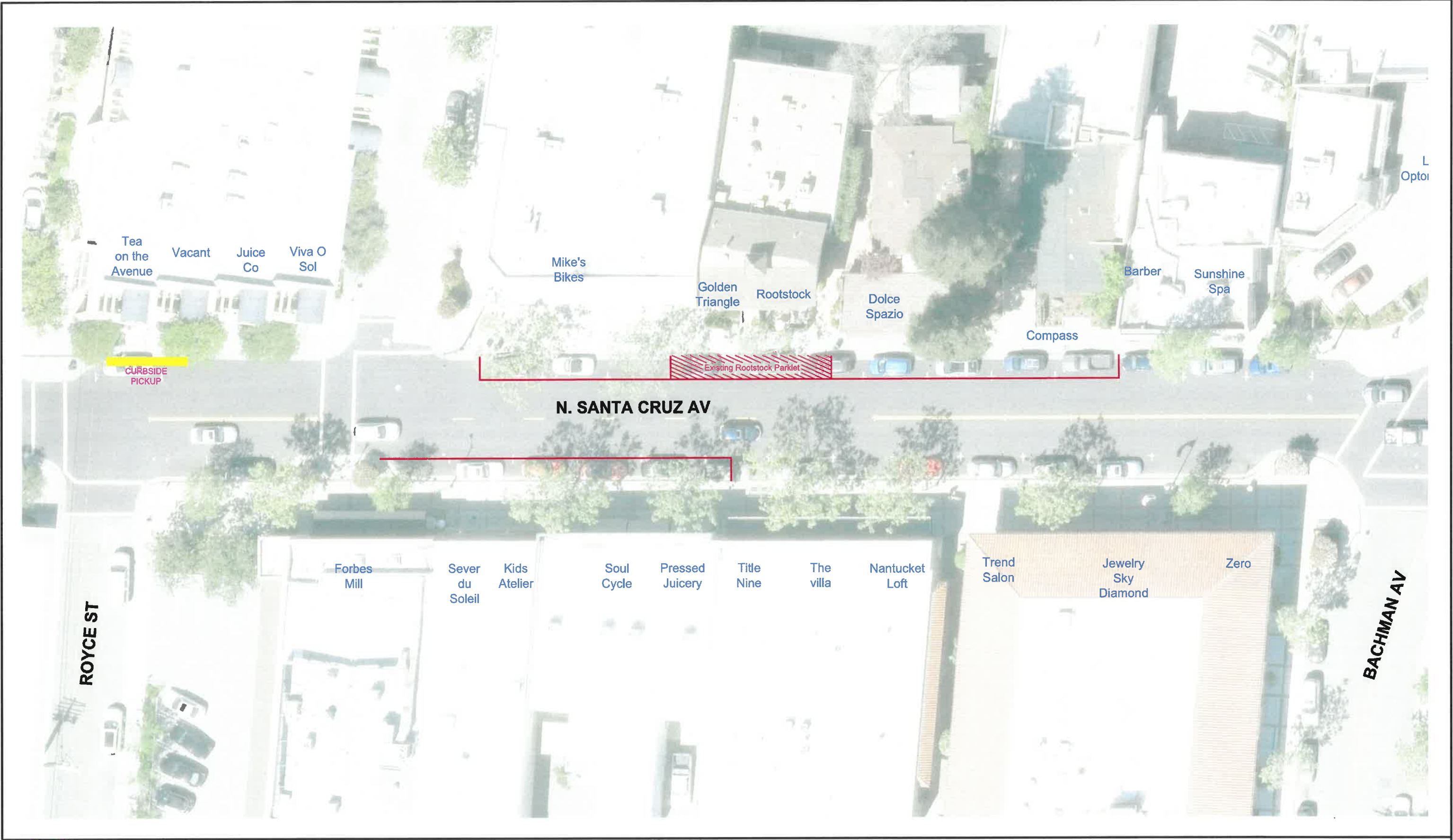




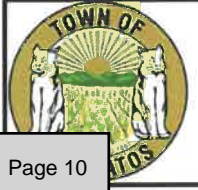


**PROPOSED DOWNTOWN PARKLETS  
N. SANTA CRUZ AVENUE AT BACHMAN AVE-PETTICOAT LN**



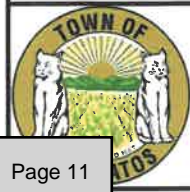


**PROPOSED DOWNTOWN PARKLETS  
N. SANTA CRUZ AVENUE AT ROYCE ST-BACHMAN AV**



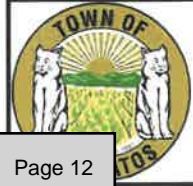


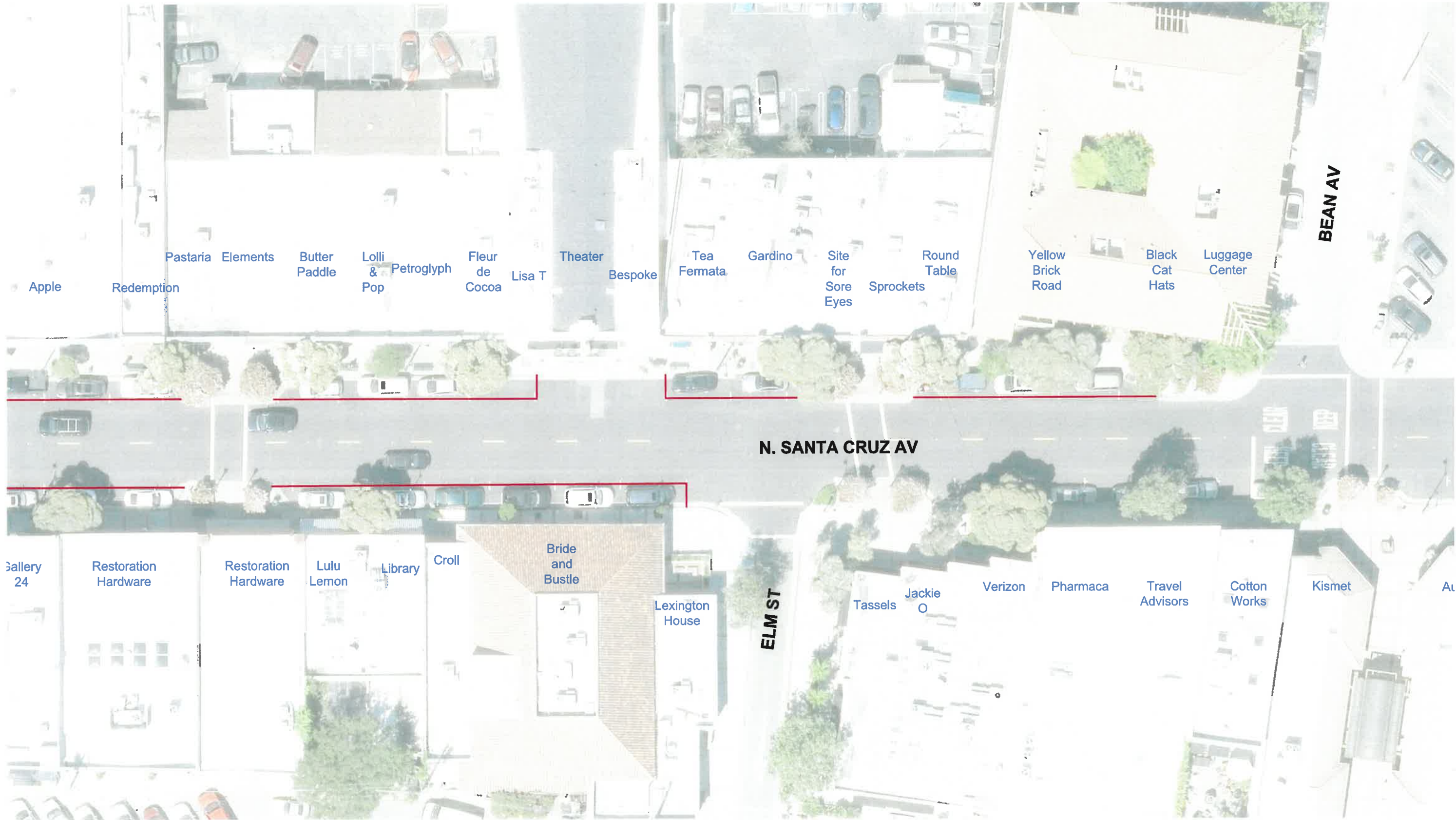
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N. SANTA CRUZ AVENUE AT ROYCE ST**



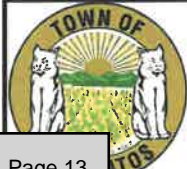


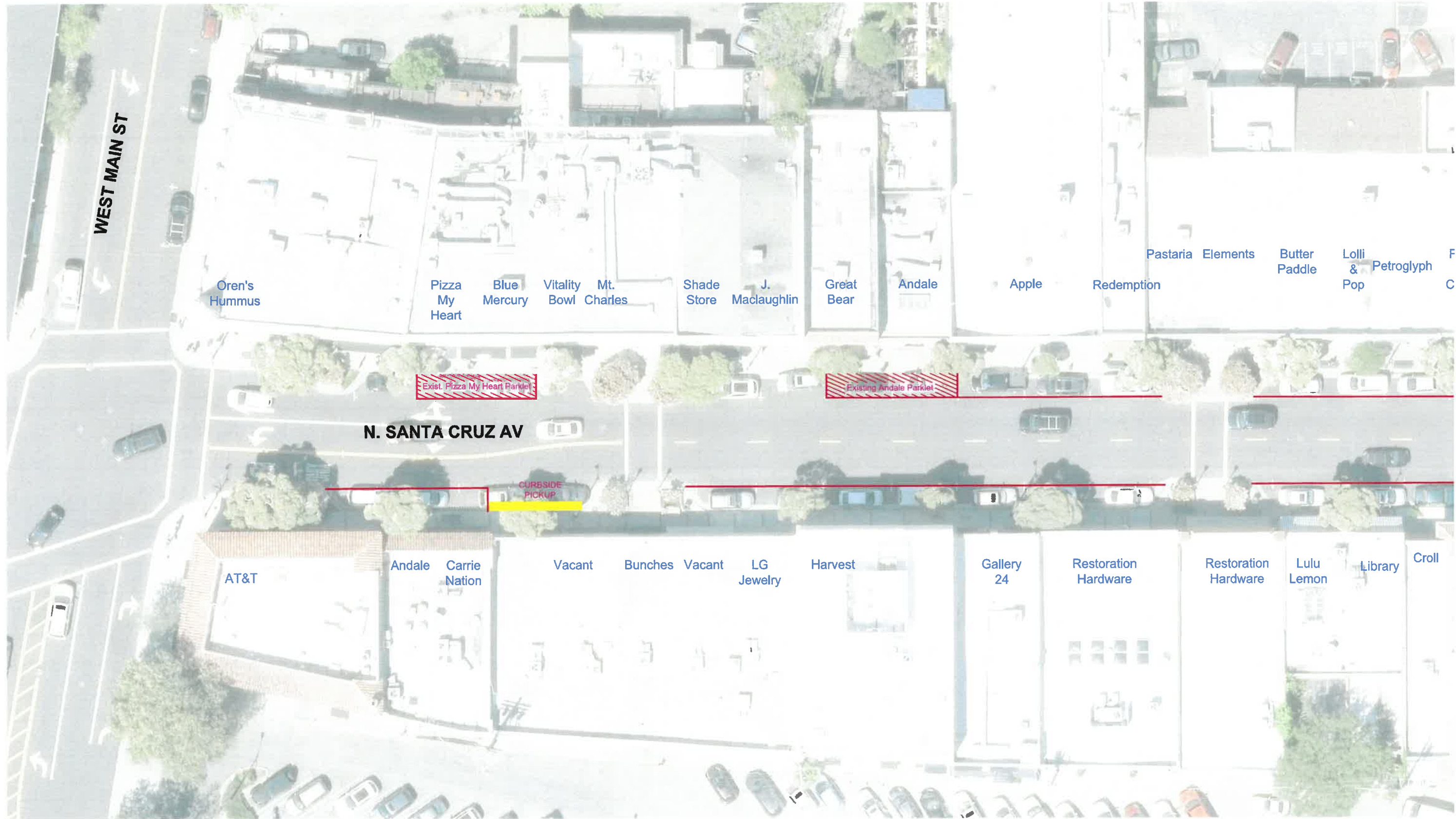
**PROPOSED DOWNTOWN PARKLETS  
N. SANTA CRUZ AVENUE AT GRAYS LN**





**PROPOSED DOWNTOWN PARKLETS  
N. SANTA CRUZ AVENUE AT ELM ST**



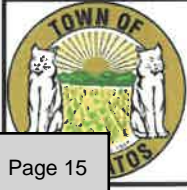


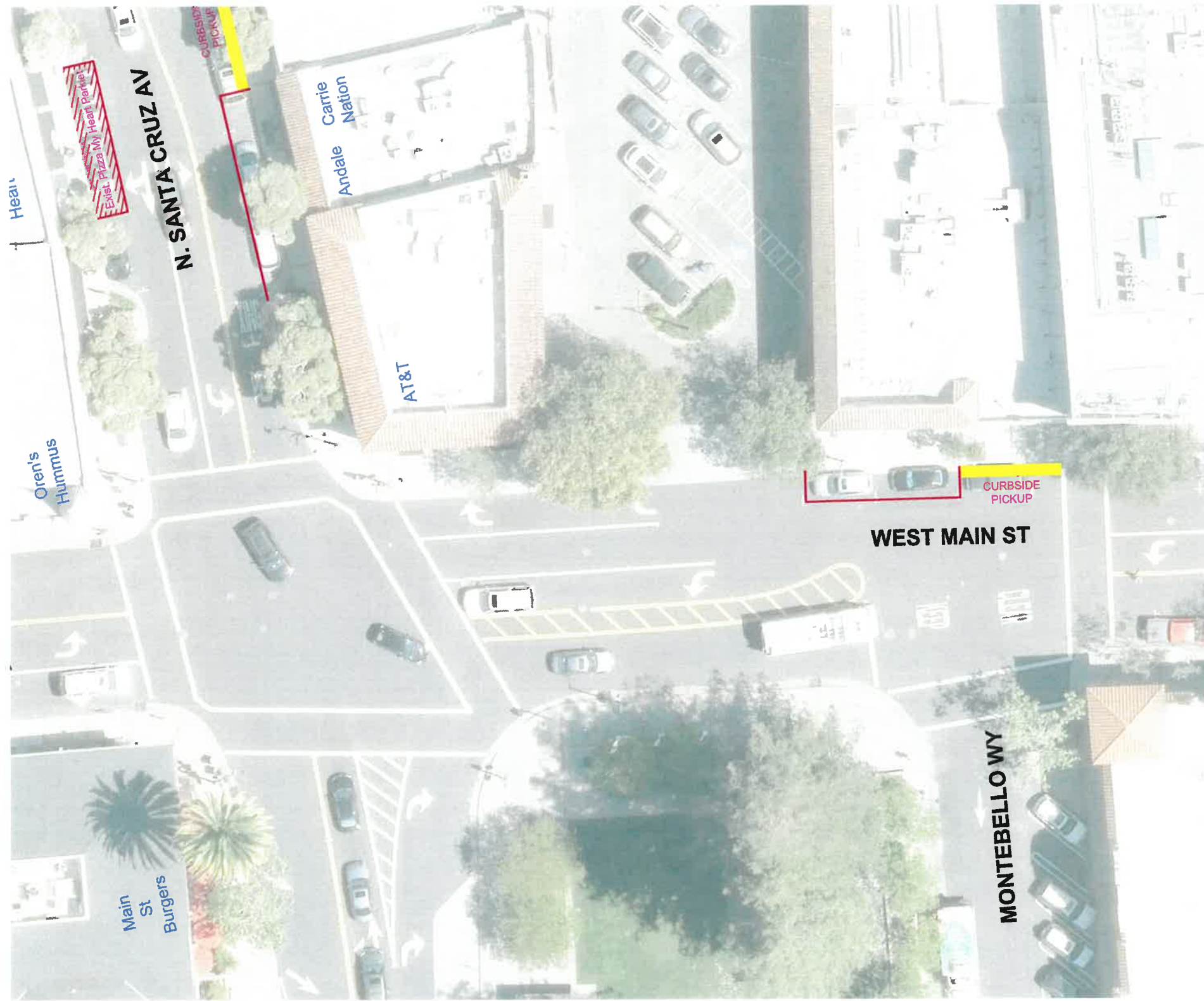
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N. SANTA CRUZ AVENUE AT MAIN ST**



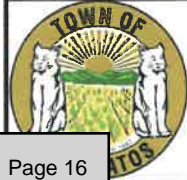


**PROPOSED DOWNTOWN PARKLETS  
S. SANTA CRUZ AVENUE AT MAIN ST**





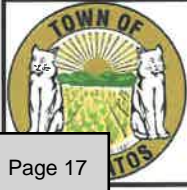
**PROPOSED DOWNTOWN PARKLETS  
MAIN STREET AT SANTA CRUZ AV**

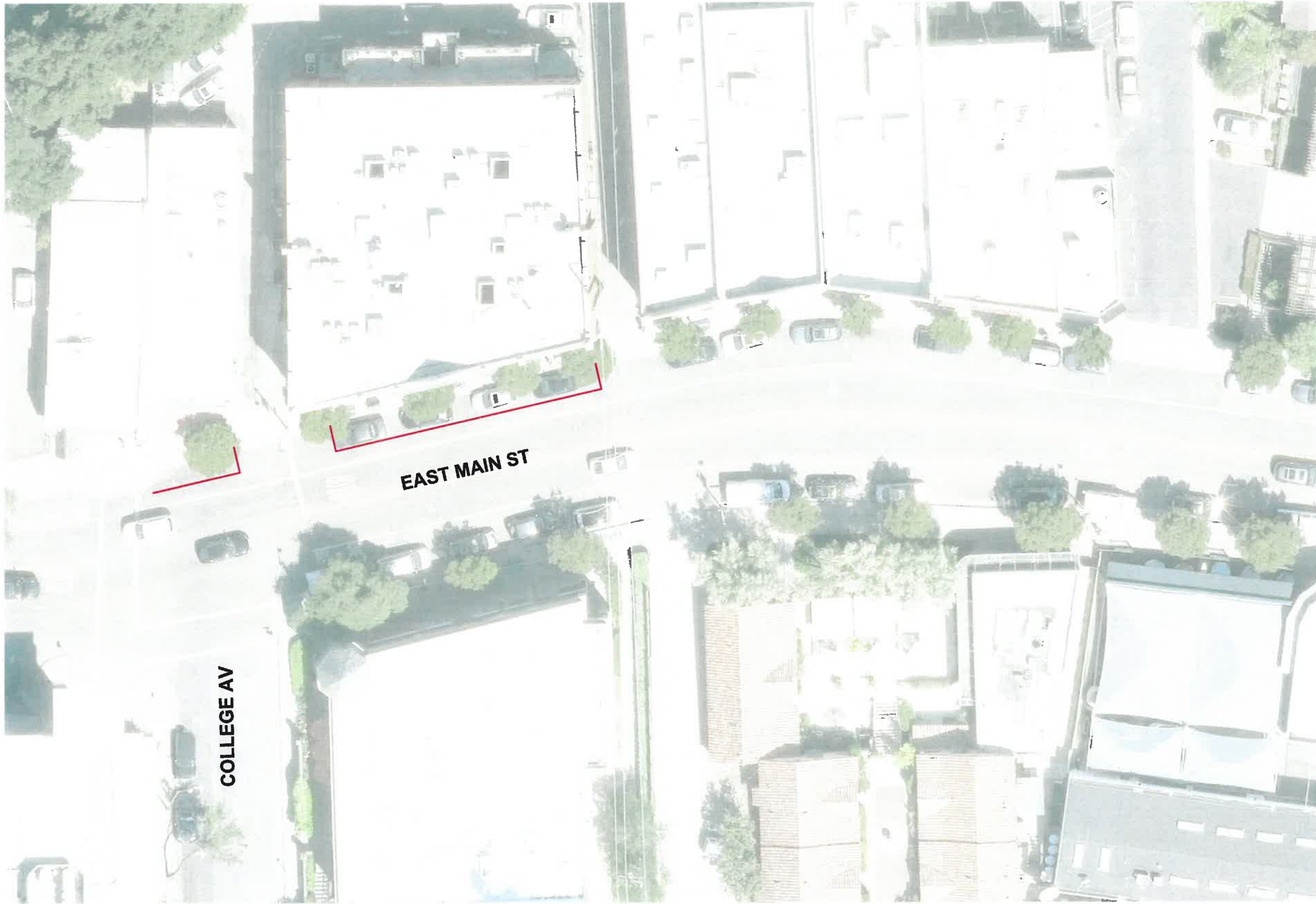




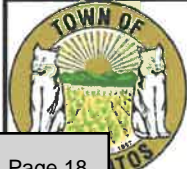


**PROPOSED DOWNTOWN PARKLETS  
MAIN STREET AT UNIVERSITY AV**





**PROPOSED DOWNTOWN PARKLETS  
MAIN STREET AT COLLEGE AV**



Lynn Kennedy  
P.O. Box 2143  
Los Gatos, CA 95031  
June 8, 2020

Los Gatos Town Council  
110 E. Main Street  
Los Gatos, CA 95030

Re: June 8 Meeting, agenda item #1, Los Gatos Community Vitality and Economic Recovery Initiative

Dear Mayor and Council Members:

Congratulations to you and staff for moving quickly to help town businesses in light of the ongoing need for social distancing, etc. While I wish very much that staff's proposed map of downtown parking, parklets, pickup spots, etc. had been part of the council packet for review, I applaud the concept of keeping street parking where desired by businesses (or where parklets don't make sense) and expanding parklets to commercial streets not mentioned in June 2 Council meeting. I ask that you consider the following when providing further guidance to staff:

- These new parklets are TEMPORARY; does it really make sense to invest in expensive planters?
  - Could the town provide more/better help to business with this money?
  - What will happen to these planters in the fall when parklets are dismantled?
  - Parklets should be dismantled before Thanksgiving to make way for parking for holiday shopping and (hopefully) indoor dining
- Could the town provide rented trees in very large pots or boxes to provide both ambience and shade in parklets?
- When reviewing the map of proposed parklets, please consider how much outdoor space is already available to a restaurant on or around its location; if there is already a significant amount of space for outdoor seating it may not need to be augmented
  - As staff notes, parklets can be expanded if needed, so if there are questionable areas on the map (especially areas not mentioned during June 2 meeting) please consider time for further review
  - The total amount of parking repurposed for parklets should not exceed the total approved at the June 2 meeting
  - If a business in Old Town wants parklets, then Old Town must open both of its parking lots during business hours (perhaps 8am-midnight)
- Please ensure that businesses do not block sidewalks, traffic lanes or bike lanes. Tables, signs and other objects should be carefully placed (and the less A-frame signs in narrow spaces the better!)
- Please continue to work with businesses to share the use of private parking lots when those businesses are closed

Sincerely,



ATTACHMENT 2

**From:** Glenn Harmatz  
**To:** PublicComment  
**Subject:** Athletic Performance at 55 W. Main St.  
**Date:** Sunday, June 7, 2020 7:32:22 PM

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I am interested in getting a Parking spot in front of my store at Athletic Performance, 55 W. Main St., Los Gatos, for the curbside Pick-up. I just want to sign-up for this program.

- 1) When will this go into affect?
- 2) How do we get a sign for our parking spot in front of our store?
- 3) How long will it be in affect?
- 4) If our neighbor is out of business, can we get two spots if we anticipate a lot of business.

On a side note and another question:

Since the Los Gatos Creek Trails are so crowded now with walkers, runners, bikers crossing each other, my question is:

Is there someway, the Town can help Los Gatos High School get the High School Track to open for jogging, so the trail will be less crowded and will be actually safer since all walkers and joggers will be going one way.

The Track is actually a community track, since community donations put in that track surface.

Thanks,  
Willie Harmatz  
Los Gatos High School

**From:** Jim Foley  
**To:** Monica Renn  
**Subject:** Thoughts for Council Meeting tonight  
**Date:** Monday, June 8, 2020 10:50 AM

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**From:** Jim Foley  
**Sent:** Monday, June 8, 2020 10:50 AM  
**To:** Monica Renn  
**Cc:** Catherine Somers; Randi Chen; David MacGregor-Scholes; Kevin Youkilis; Sue Farwell; Andrea Romano  
**Subject:** Thoughts for Council Meeting tonight

Hi Monica,

We reached out to the restaurants and merchants and the response has largely been that many of them need extra space and are fine with k-rail. We understand the k-rail last year was heavily criticized, but these are different circumstances. The Chamber can assist getting the message out through their typical outlets that these are an urgent and temporary solution. The businesses that need the space should simply coordinate with PPW, and PPW should help expedite the placement of the k-rail immediately. To the extent the businesses would be allowed to decorate or paint the k-rail, we think that would help too.

Further, we do not support spending any funds on more permanent planters at any time down the road. By that time, we are expecting to be closer to normal operations and it would be a total waste of Town funds. Anyone looking for a more permanent solution should go through the original parklet pilot program. Maybe it would be wise to make that program more permanent in nature. The emergency funds can be reallocated back to the downtown/streetscape project later in the year.

As for marketing and outreach, as I mentioned in my last follow up email, I don't think we want to spend time/money on that effort at this time. Things are opening up quickly and we want to monitor that over the next couple of weeks before revisiting if a marketing and outreach campaign is necessary.

Please pass along to Town Staff and Council for the meeting tonight.

Thank you,

**Jim Foley**

*Owner | 408.813.7490*



**From:** Donna Novi <thepastariaandmarket@gmail.com>  
**Sent:** Monday, June 8, 2020 11:34 AM  
**To:** Laurel Prevetti <LPrevetti@losgatosca.gov>  
**Cc:** Monica Renn <mrenn@losgatosca.gov>; Arn Andrews <aandrews@losgatosca.gov>  
**Subject:** Re: This week's pickle

Thank you, Laurel! I know this in my heart and I do believe in the system. It has just really been rough this last week. 'Every man for himself' goes against my nature, so it's been a little hard contemplating each move out here in the New Wild West.

But. We will take anything that involves 2 tables or more if it helps us survive!

Thank you again, you are always kind, informative and supportive,  
Donna

On Mon, Jun 8, 2020, 11:23 AM Laurel Prevetti <[LPrevetti@losgatosca.gov](mailto:LPrevetti@losgatosca.gov)> wrote:

Good morning,

Thank you so much for reaching out. As one of our beloved businesses, we care about your success. Thank you for all that you do!

We are happy to include your email below as part of the Desk Item to Council so they can read your words. Don't worry about typos. We understand the urgency to communicate, thank you.

The meeting tonight is on Zoom and you are welcome to join us. Here is the link to the meeting: <https://zoom.us/j/92477811327> and type in the password: 138091. The Mayor will recognize everyone who wants to speak and will ask you to click the raise hand button so she knows you want to do so. Please be sure you have an updated version of Zoom for the best participation, thank you.

I understand that Monica is working with you on your outdoor dining needs. Please let us know if [there is anything more we can do for you.](#)

Take good care and our best wishes,  
Laurel

**From:** Donna Novi  
**Sent:** Monday, June 8, 2020 11:00 AM  
**To:** Laurel Prevetti ; Arn Andrews **Subject:** This week's pickle

Hello Laurel and Arn,

For some reason I cannot send an email from the Town's site using my laptop, and lucky you, I happen to have both of your e-mails, haha!

If possible, could you send to the right spot for me, for tonight's meeting? If not, I understand. I know things often get a little worse before they get better, but this weekend finally put me over the edge.

At The Pastaria, after 24 years in town, we find ourselves in a holding pattern. Under normal circumstances we would just be patient, but we just don't have that luxury right now. I am hoping that tonight's meeting will result in something solid that we can begin to plan around.

I agree, I would much rather have the same planters that are being used in the parklets. We received a bid for a parklet on March 13th. (We were not privileged enough to have a generous landowner foot the bill for one of these amazing parklets.) As we were weighing out whether or not we could afford to spend 80 thousand dollars on what we were told could be temporary (about 18 months), at which time we would possibly have to tear it out at our expense, or roll the dice and hope they would get to stay, Covid-19 SIP occurred. Spending money on a gamble was off the table.

We have managed to keep plugging up the holes in our sinking boat, managed to keep 8 employees working and have even paid our rent in full for April and May, about to pay June, late. Our set up in the new location is narrow, and does not allow 6 foot distancing across, so we need to stagger, which nets about 6 or 7 tables in the dining room. Our old location had 11 tables, plus 2 outdoor tables, for about 1/3 of the rent, so you can imagine the situation we have gotten ourselves into. I agree, K rail is not the best or prettiest way to go, but for The Pastaria and a few of us on N. Santa Cruz, specifically North, Hanna's spot, we need something to help us have a couple of outdoor tables to survive in this current climate. We will take whatever crumbs are available if it nets a few tables more.

Sorry for the typos, I am hastily typing to get this in on time.

Thank you for your ongoing support and understanding,

Donna Novi

The Pastaria

**From:** Greg van den Dries  
**To:** PublicComment  
**Subject:** Proposed N. Santa Cruz Utilization  
**Date:** Monday, June 8, 2020 2:49:05 PM

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Good evening!

I started a thread on Next Door about closing North Santa Cruz which seems to have gained some traction. The discussion can be found here.

[https://nextdoor.com/post/150466326?init\\_source=copy\\_link\\_share](https://nextdoor.com/post/150466326?init_source=copy_link_share)

In essence, the proposal is a temporary solution designed to bring visitors to downtown. The proposal is below. There have been 10 signatures on the online petition over the last 4 days supporting the exploration and further discussion of this idea.

## Proposed N. Santa Cruz Utilization



**Proposal for reopening Downtown.** Hello Neighbors! I know we're all concerned about keeping our shops and restaurants open during the SIP. The truth is that without customers, our merchants will struggle to stay in business. As we near Phase 3 of re-opening, I'd like to open a discussion on how we could re-open in a safe and viable manner that allows our restaurants and shops to regain their footing. No proposal is perfect and there are many issues in my proposal but I'd love to hear your thoughts. If enough of you view this as a viable proposal, I'll setup an online form that will allow you to register your interest ( <https://form.jotform.com/201557272039151> ) so we can present to the town council for consideration, discussion and refinement. As you can see, I'm proposing we shut N. Santa Cruz to automobile traffic and allow our restaurants and shops to setup outdoor dining and shopping. This additional space will allow for social distancing and also present a "European" approach to our main shopping and dining area. While DoorDash and other delivery services have provided a way for many businesses to remain open, the sad reality is that without real customers dining, drinking and shopping, many of our businesses will close. To accommodate both, delivery services can approach using side streets, park and then walk to restaurants for pickup. This allows N. Santa Cruz to become a huge area for shopping and dining, similar to when we close it for Fiesta de Arts and other town events. This would be a temporary setup until the SIP is fully removed and Covid is no longer a concern. Let me know what you think!