



# AGENDA

## TEMPORARY VILLAGE PARKING COMMITTEE

Tuesday, May 31, 2022  
6:00 PM – Remote Access Only

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### CALL TO ORDER AND ROLL CALL

Commissioners: Jacques Bertrand, Vicki Guinn, Anthony Guajardo, Carin Hanna, Margaux Keiser, Dennis Norton, Molly Ording, Anthony Rovai, Peter Wilk

### ORAL COMMUNICATIONS

*The Chair may announce and set time limits at the beginning of each agenda item. The Committee Members may not discuss Oral Communications to any significant degree, but may request issues raised be placed on a future agenda.*

### APPROVAL OF MINUTES – N.A.

### GENERAL BUSINESS

- A. Introductions – oral report
- B. Consider election of Chair and Vice Chair – oral report
- C. Consideration of 2022 Meeting Schedule – written report
- D. Review of Work Plan with Goals – written report
- E. Review of Meeting Plan – written report
- F. Review of Parking Meter Areas and Rates – written report

### ITEMS FOR FUTURE AGENDAS

**ADJOURNMENT** to meeting on June 28, 2022

**Notice:** The Temporary Village Parking Committee meets monthly 6:00 PM. Meetings are Remote Access Only.

**Agenda and Agenda Packet Materials:** The Temporary Village Parking Committee Agenda is available on the City's website: [www.cityofcapitola.org/](http://www.cityofcapitola.org/) a minimum of 24 hours prior to a meeting. If you need additional information, please contact the Public Works Department at (831) 475-7300.

**Americans with Disabilities Act:** Disability-related aids or services are available to enable persons with a disability to participate in this meeting consistent with the Federal Americans with Disabilities Act of 1990. Assisted listening devices are available for individuals with hearing impairments at the meeting in the City Council Chambers. Should you require special accommodations to participate in the meeting due to a disability, please contact the City Clerk's office at least 24-hours in advance of the meeting at 831-475-7300. In an effort to accommodate individuals with environmental sensitivities, attendees are requested to refrain from wearing perfumes and other scented products.

## **NOTICE OF REMOTE ACCESS ONLY**

In accordance with the current Santa Cruz County Health Order outlining social distancing requirements and Executive Order N-29-20 from the Executive Department of the State of California, the Commission on the Environment meeting is not physically open to the public and in person attendance cannot be accommodated.

### **Join Zoom Meeting**

<https://us02web.zoom.us/j/86987990410?pwd=NGNidGFwQ1JRNnZze1JHb0pTY2xJQT09>

Meeting ID: 869 8799 0410

Passcode: 939401

One tap mobile

+14086380968,,86987990410# US (San Jose)

+16699006833,,86987990410# US (San Jose)

Dial by your location

+1 408 638 0968 US (San Jose)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 646 876 9923 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

Meeting ID: 869 8799 0410

Find your local number: <https://us02web.zoom.us/u/kkXR4yYj3>

### **Comment via email:**

Comments and additional material may be sent to the Committee via [CapitolaDPW@ci.capitola.ca.us](mailto:CapitolaDPW@ci.capitola.ca.us) by 12 NOON on the day of the meeting for distribution to Commission members.

# **CITY OF CAPITOLA TEMPORARY VILLAGE PARKING COMMISSION Agenda Report**

**Meeting Date: May 31, 2022**

**Agenda Item: C**

**Subject: 2022 Meeting Schedule**

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The commission is scheduled to meet monthly until a set of recommendations to the City Council have been approved by the Commission.

Staff is recommending that the commission continue to meet on the last Tuesday of each month. The meeting schedule runs through October 2022. It is hopeful by that time the commission can finalize the recommendations. If additional meetings are needed, they will likely be scheduled in January 2023.

Proposed Schedule:

May 31, 2022  
June 28, 2022  
July 26, 2022  
August 30, 2022  
September 27, 2022  
October 25, 2022

All meetings will start at 6 pm.

At this time, it is assumed all meetings will be held virtually on zoom. If the commission would prefer to meet in person, staff will work to schedule them for the Community Room. In person meetings will be subject to all current health and safety protocols at the time of the meeting.

It Is RECOMMENDED that the Commission review and adopt a 2022 meeting schedule and provide direction to staff on interest of in person meetings.

**CITY OF CAPITOLA  
TRAFFIC AND PARKING COMMISSION  
Agenda Report**

**Meeting Date: May 31, 2022**

**Agenda Item: D**

**Subject: Committee Work Plan and Goals**

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The attached pages are the committee work plan and goals. The City Council has reviewed the work plan and approved the goals.

This item is for discussion only and no action is required.

Workplan for the Study of Village Parking Meter Rates and Permit Parking Programs

Date: April 28, 2022

Goal: Develop recommendations to the City Council for the following:

Goal	Actions
Examine parking meter rates to determine if there should be an inflation adjustment.	<ul style="list-style-type: none"> <li>• Review data regarding how parking costs have changed</li> <li>• Compare rates to other coastal cities</li> <li>• Evaluate change in CPI since last adjustment</li> <li>• Evaluate ratio of parking rates in Village to Beach and Village Parking Lots</li> </ul>
Evaluate equity between permit costs/utility for Village Parking	<ul style="list-style-type: none"> <li>• Review data regarding costs for various parking permit types, and rights associated with each</li> <li>• Compare costs to existing per space meter revenue</li> </ul>
Examine changes to parking programs rules and rates to encourage use of upper and lower Beach and	<ul style="list-style-type: none"> <li>• Examine if there are new permit variants that could be offered at low/no cost</li> <li>• Examine if other permit rates can be adjusted to encourage use of remote lots</li> </ul>
Evaluate opportunities to reduce parking impacts on neighborhoods, without expanding permit zones or Coastal Commission-approve permit rules	<ul style="list-style-type: none"> <li>• Evaluate parking permit rules, that are not subject to Coastal Commission review</li> </ul>
Parking Committee will not review:	
<ol style="list-style-type: none"> <li>1. Changes in parking meter zone areas</li> <li>2. Changes permit parking program boundaries</li> <li>3. Consider new parking meter areas or permit areas</li> </ol>	

Stakeholders

- Capitola community
- City Council
- BIA
- Coastal Commission staff
- Village Residents Association
- Capitola/Soquel Chamber of Commerce

City staff assignments

- Program oversight – Public Works Department
- Parking Meter and Parking Permit revenue and rate analysis – Finance Department
- Coastal Commission liaisons – Community Development
- Permit Parking Program Review – Police Department

#### Ad-hoc advisory committee appointed by Council

- 1-2 City Council members
- 3 Business owners
- 3 Residents
- 1 Finance Advisory Committee member

#### Preliminary information needed:

- Coastal Commission opinion
  - Overall support
  - Coastal Plan amendment
  - Individual CDP's (permitting)
- Review of existing parking rates for coastal California cities
- Review of the rules and boundaries of the existing permit parking programs authorized in the Village and surrounding neighborhoods
- Parking meter and Permit parking historic and projected revenue analysis
- Identify all necessary zoning and policy changes
- CEQA compliance review if necessary
- Inflation rates since last update

#### Proposed Timeline

- March
  - Advertise for ad-hoc committee member
- April
  - Council makes committee appointments
- June
  - First ad-hoc committee meeting to review
    - Coastal Commission input
    - Existing rates
    - Existing revenues
  - Develop public survey
- July and August committee meetings
- September – Presentation to the City Council
  - Receive direction
- October/November – Consider first and second reading of ordinance
- Coastal Commission approval 3-6 months
- New rates in effect Spring 2023

# **CITY OF CAPITOLA TEMPORARY VILLAGE PARKING COMMISSION Agenda Report**

**Meeting Date: May 31, 2022**

**Agenda Item: E**

**Subject: Tentative Meeting Plan**

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The following is a proposed meeting plan and schedule of topics to be discussed at various meetings and identifies key milestones to target. This meeting plan is open for discussion and revision but it does not need to be adopted by the Commission. The plan schedule is subject to change by the commission or by staff.

#### Meeting 1 (June)

- Introductions
- Set meeting schedule
- Review of Goals
- Review meeting plan
- Presentation of parking meter areas and rates

#### Meeting 2 (July)

- Presentation on parking permit programs
- Presentation on role of Coastal Commission

#### Meeting 3 (August)

- Report back on commission questions on parking meter rates
- Discussion and deliberation of parking meter rates

#### Meeting 4 (September)

- Report back on commission questions on parking permits
- Discussion and deliberation of parking permit programs

#### Meeting 5 (October)

- Develop final recommendations for the City Council

#### City Council (November)

- Receive report on recommendations
- Adopt first hearing of ordinance revisions

#### City Council (December)

- Final adoption of ordinance

Coastal Commission review – 6-8 months (January – June)

New rates and rules in place summer/fall 2023

# CITY OF CAPITOLA TRAFFIC AND PARKING COMMISSION Agenda Report

**Meeting Date: May 31, 2022**

**Agenda Item: F**

**Subject: Review of Parking Meter Areas and Rates**

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The meter rates are set by the City Council and promulgated in the Capitola Municipal Code Section 10.38, Specification of Parking Meter Zones And Rates. This section of the muni code is also part of the City's Local Coastal Plan which means amendments to the code requires approval of the California Coastal Commission.

The goal of this review is:

Examine parking meter rates to determine if there should be an inflation adjustment.	<ul style="list-style-type: none"><li>• Review data regarding how parking costs have changed</li><li>• Compare rates to other coastal cities</li><li>• Evaluate change in CPI since last adjustment</li><li>• Evaluate ratio of parking rates in Village to Beach and Village Parking Lots</li></ul>
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Finance Director Jim Malberg will be presenting this item with the relevant data. CMC 10.38 is attached for your review.



**Chapter 10.38**

**SPECIFICATION OF PARKING METER ZONES AND RATES**

Sections:

10.38.010 Specification of parking meter zones and rates.

**10.38.010 Specification of parking meter zones and rates.**

A. The following Parking Meter Zones are hereby established in the city of Capitola:

1. Parking Meter Zone A(1). The area labeled as Zone A(1) on the map attached to the ordinance codified in this chapter as Exhibit "A" found on file in the office of the city clerk shall constitute Parking Meter Zone A(1).

Parking Meter Zone A(1) includes parking spaces along both sides of the following streets located in and surrounding the Capitola Village:

- a. Capitola Avenue from Monterey Avenue to Beulah Drive;
- b. Monterey Avenue from Esplanade to the Union Pacific Railway;
- c. Esplanade along its entire length from Stockton Avenue to Monterey Avenue;
- d. San Jose Avenue from Capitola Avenue to Esplanade;
- e. Stockton Avenue from Capitola Avenue to Cliff Drive; and
- f. Wharf Road from Stockton Avenue to the Capitola Municipal Wharf.

2. Parking Meter Zone A(2). The area labeled as Zone A(2) on the map attached to the ordinance codified in this chapter as Exhibit "A" found on file in the office of the city clerk shall constitute Parking Meter Zone A(2). Parking Meter Zone A(2) includes parking spaces along both sides of the following street: Cliff Drive from Stockton Avenue to the city limits.

3. Parking Meter Zone B. The city-owned parking lots adjacent to, and directly to the north and east of Capitola City Hall, comprised of APN 35-141-33 located at 426 Capitola Avenue, which encompasses the area known as the Upper and Lower Pacific Cove Parking Lots, as depicted on the map attached to the ordinance codified in this chapter as Exhibit "B" found on file in the office of the city clerk, shall constitute Parking Meter Zone B.

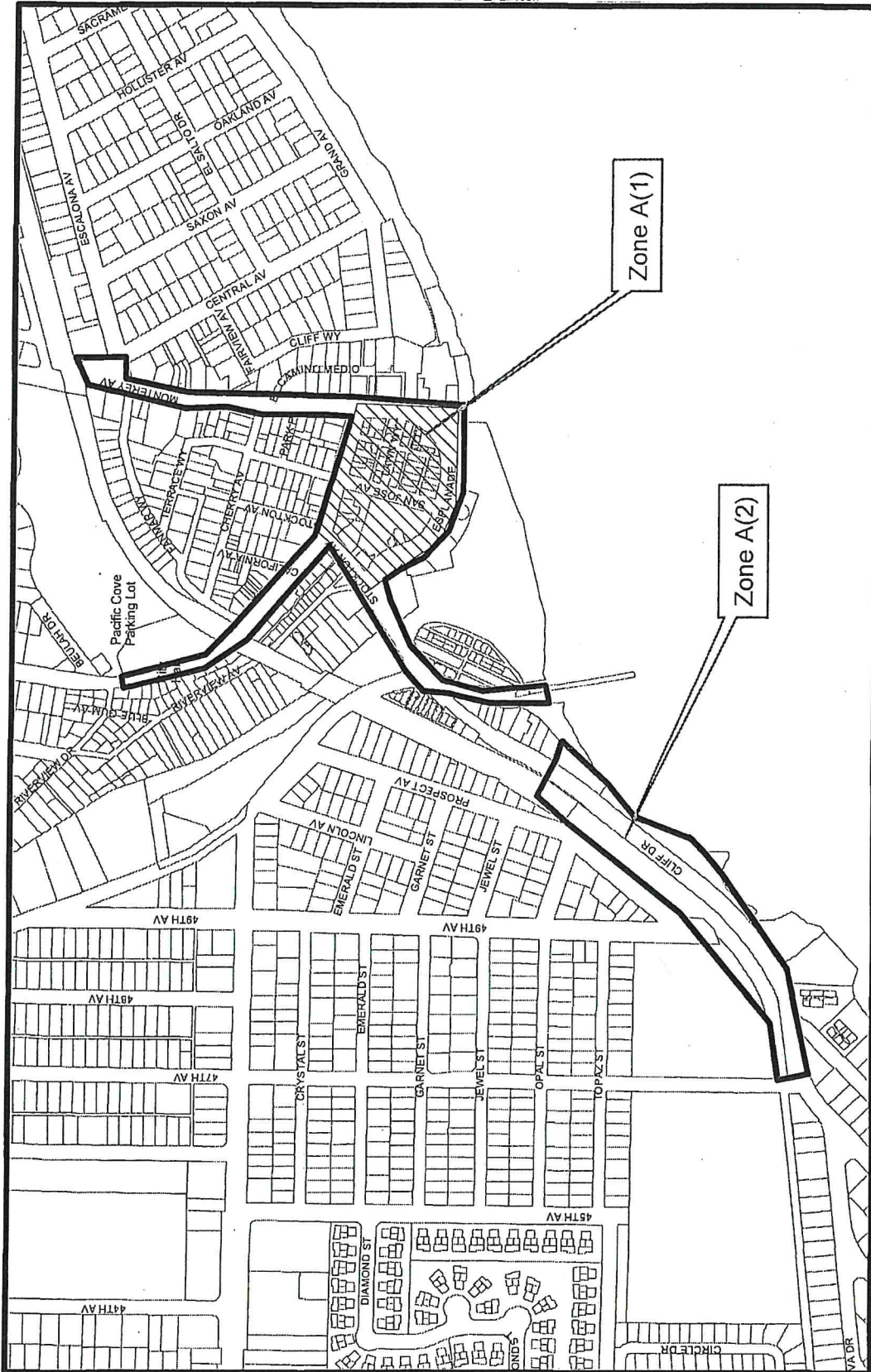
B. The city public works director, acting in the director's capacity as superintendent of streets, is hereby authorized to install parking meters in all public parking spaces located in all meter zones and to place appropriate signage relative to said metered parking. Parking meters will operate in each day of the week from the hours of eight a.m. to eight p.m. The city council, by resolution or minute order, may designate days when said parking meters will not operate in any meter zone.

C. The following parking meter rates are hereby established in the city of Capitola:

Zone A(1) (Village Area)	\$1.50 per hour
Zone A(2) (Cliff Drive Area)	\$1.00 per hour
Zone B (Pacific Cove Parking Lot)	\$0.50 per hour

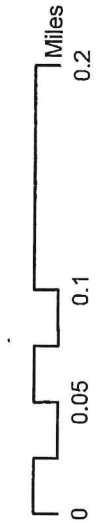
(Ord. 983 § 1, 2013)

# City of Capitola Parking Meter Zones A(1) and A(2)



June 2013

# City of Capitola Parking Meter Zone B



June 2013