



**DATE:** December 8, 2020

**CATEGORY:** Unfinished Business

**DEPT.:** Public Works

**TITLE:** **Oversized Vehicle Parking on Narrow Streets**

### **RECOMMENDATION**

1. Adopt a Resolution of the City Council of the City of Mountain View Designating Streets, or Portions Thereof, Where Oversized Vehicle Parking on Narrow Streets is Prohibited Pursuant to Mountain View City Code Section 19.79.4, to be read in title only, further reading waived (Attachment 1 to the Council report).
2. Approve a midyear Capital Improvement Project, Narrow Streets Sign Installation, and transfer and appropriate \$485,000 from the Construction/Conveyance Tax Fund and \$485,000 from the General Fund-Transportation Reserve to the new project. (Five votes required)
3. Acting in its capacity as Board of Directors of the Shoreline Regional Park Community, transfer and appropriate \$10,000 from the Shoreline Regional Park Community Fund to the new Narrow Streets Sign Installation project.
4. Approve the plans and specifications for Narrow Streets Sign Installation and authorize staff to advertise the project for bids.
5. Authorize the City Manager to award the construction contract to the lowest responsible bidder if the low bid is within the project budget.

### **BACKGROUND**

On [September 24, 2019](#), the City Council introduced an ordinance restricting parking of oversized vehicles on narrow streets (less than or equal to 40' wide) Citywide, 24 hours per day, seven days per week, to address traffic safety concerns, with an effective date of June 30, 2020. On [October 22, 2019](#), Council adopted Ordinance 15.19, Amending Articles I and VIII of Chapter 19 of the Mountain View City Code Related to Oversized Vehicle Parking on Narrow Streets (Attachment 2).

On October 23, 2019, the City Clerk attested to the adopted ordinance. On November 22, 2019, within 30 days of the City Clerk's attestation of the adopted ordinance, a timely referendum petition against the ordinance was submitted to the City Clerk's Office. The petition was found sufficient and the effective date for the ordinance was suspended by operation of law. In addition, pursuant to State law, the City Council was required to either repeal the ordinance or submit the ordinance to the voters.

On [January 14, 2020](#), the City Council adopted a resolution to submit the ordinance to the voters in a General Municipal Election to be held on November 3, 2020. Designated as Measure C, the ordinance was approved by a majority of the voters (56.6 percent) in the November 3, 2020 election. On December 8, 2020, the City Council is requested to declare the results of the election, upon which time the ordinance will be adopted and will go into effect 10 days thereafter.

### **ANALYSIS**

In order to enforce the ordinance, the City Council must adopt a resolution prohibiting parking of oversized vehicles on specified streets, or portion thereof, less than or equal to 40' wide, and the City must install signs giving adequate notice of the restriction on the streets listed in the resolution.

### **List of Narrow Streets**

At the September 24, 2019 City Council meeting, staff provided a preliminary map of estimated narrow streets based on the City's Geographic Information System (GIS) data. This map identified up to 521 City streets totaling 110 miles as potential narrow streets. Staff also noted that prior to the City Council adopting a resolution listing the narrow streets, each segment of these streets would need to be evaluated to confirm the widths.

In staff's initial evaluation of the 521 City streets, 46 street segments were removed from the list because they had existing No Parking or No Standing parking restrictions, or they had bicycle lanes and are subject to a different ordinance that restricts oversized vehicle parking on streets with bicycle lanes. After further evaluation and field measurements by staff, 183 street segments were determined to be clearly less than 40' wide, qualifying as narrow streets. The remaining 292 street segments needed to be measured with more accuracy because they were believed to be very close to 40' wide.

In October 2020, the City entered into an agreement with Mott MacDonald Group, Inc. (Consultant), to measure the width of the 292 street segments, approximately 72 miles of street. The Consultant's team measured the streets using a Mobile Laser Scanning

System. Mobile Laser Scanning is a land surveying method that uses laser systems mounted on moving vehicles to efficiently collect data. The precision of the data acquired by this system is specified to be within 5 millimeters (0.2").

There were street segments that did not have sidewalks or existing vertical curbs on one or both sides of the street. In those instances, measurements were taken to allow for a 5' pedestrian pathway outside of the vehicle travel way consistent with standard sidewalk widths. Nonasphalt areas were not included in the roadway width as these areas are not considered suitable for parking or travel and, in some cases, these areas may be private property outside of the public right-of-way.

Upon completion of data collection and analysis, the Consultant's measurements confirmed that 261 of the street segments qualified as narrow streets. Added to the 183 street segments determined by staff to be less than 40' wide, a total of 444 street segments Citywide qualify as narrow streets. These street segments are listed in Table 19.74.4, included in the resolution (Attachment 1), which designates these streets, or portions thereof, where oversized vehicle parking is prohibited pursuant to and consistent with City Code Section 19.79.4. A map of the designated street segments is provided in Figure 1 and Attachment 3.

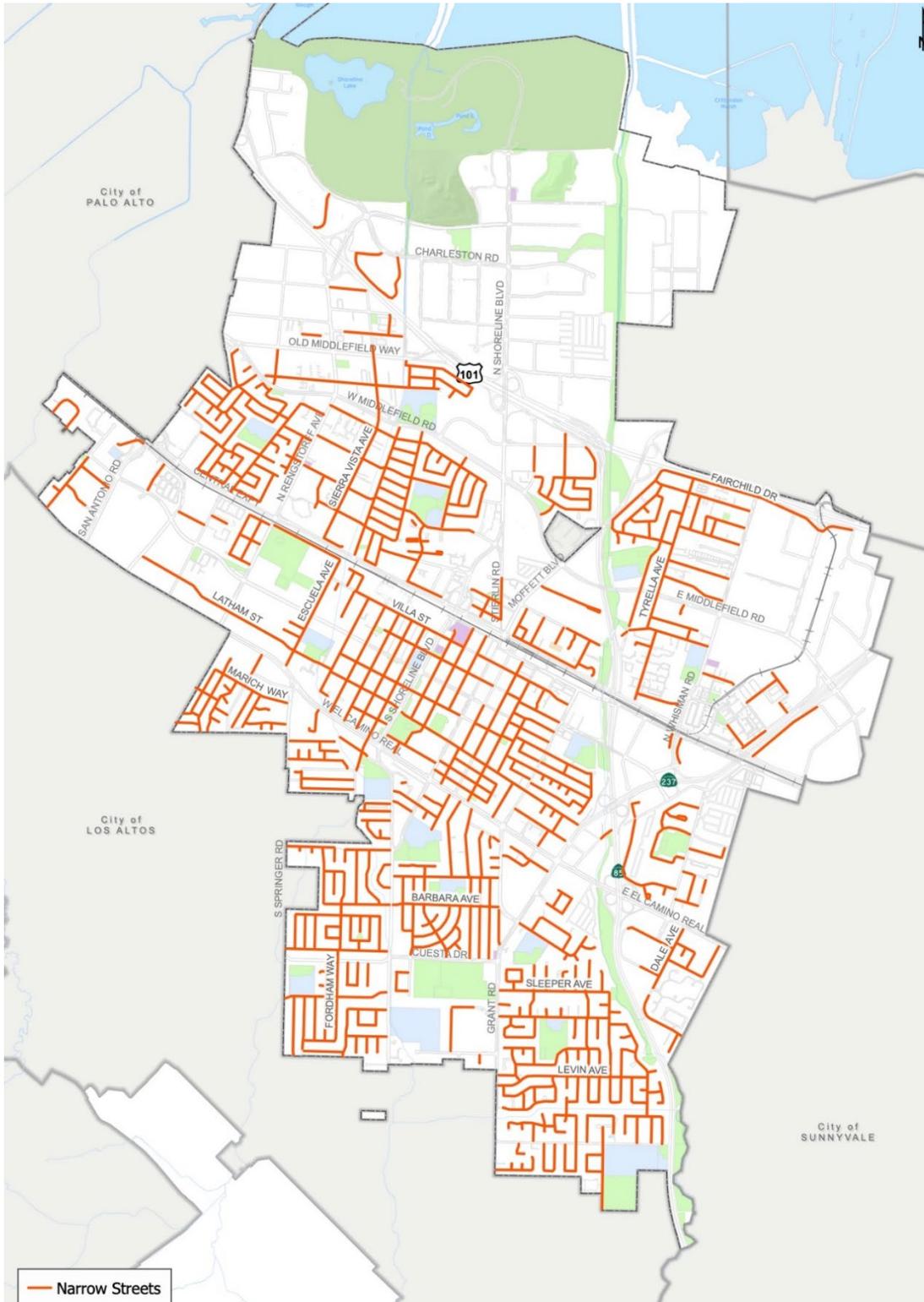


Figure 1: Narrow Streets Map (November 2020)

## **Sign Installation**

In order to enforce the oversized vehicle parking restrictions, signage must be installed on each block of narrow streets (see Figure 2). Staff has worked to minimize the number of signs necessary while still ensuring the ordinance can be enforced for each street segment. In general, at least two signs will be needed per block (one on each side of the street), and in cases with extra-long blocks or partial blocks, three to four signs will be required. The 444 narrow street segments include 1,035 blocks to be signed. Staff has conducted a preliminary review of the blocks and determined that approximately 2,600 signs will be required.



**Figure 2: Oversized Vehicle Restricted Parking Sign**

### *Implementation Approach*

Implementation of the signage will require the following three work efforts: manufacturing the signs; engineering to determine sign placements; and installing the signs. Staff's recommended approach to each of these work efforts is described below:

1. **Sign Manufacturing:** The City must contract with a vendor to supply the signs. The City's own sign shop is used only for a limited number of signs each year and does not have the staffing to support a large-scale sign manufacturing effort. It took the City's sign shop over four weeks to produce 100 of the 454 signs needed to restrict oversized vehicle parking on the 24 street segments with bike lanes. Streets staff had to work this in as part of their overall routine responsibilities, and, even then,

overtime was required to complete the signs. The remaining signs had to be procured from an outside vendor.

2. Engineering: Traffic Engineering will be required to determine the proper placement of each sign in the field. The signs must be placed in the City right-of-way in a visible, unobstructed location, at the appropriate location to be enforceable. Where possible, existing sign posts will be used, but it is estimated that around 65 percent of the signs will require new posts to be installed.

Staff considered contracting with an engineering consultant for these services but determined it would take a significant amount of Traffic Engineering staff time to train the consultant, field-verify their work, and manage the contract. Therefore, staff recommends that Traffic Engineering staff perform this work directly.

3. Sign Installation: Staff recommends that the City enter into a contract for the installation of the signs in order to complete the work within the next year and not overload Streets staff. After subtracting time delays due to the COVID-19 pandemic, the 454 signs for the bike lane signs took over six months for Streets staff to install, including overtime and weekend work, in addition to performing their ongoing responsibilities.

The most time-efficient and cost-effective approach will be to install the signs systematically, working from one end of the City to the other. Staff recommends using the six major neighborhoods used for the Council Neighborhoods Committee meetings to define implementation areas (see Figure 3). This will enable staff to contact the same communication outreach groups used for the CNC meetings to keep the community informed of when signs will be installed in their areas.

Staff proposes to start with the Monta Loma/Farley/Rock neighborhood area and move clockwise around the map, ending with the San Antonio/Rengstorff/Del Medio neighborhood area. However, staff is flexible on which neighborhood area to start with as the efficiency is based on a systematic approach in moving through the City, not on where the installation starts. As discussed further below, it will take six to seven months to finish installing signs in all neighborhood areas once the first set of signs are installed.

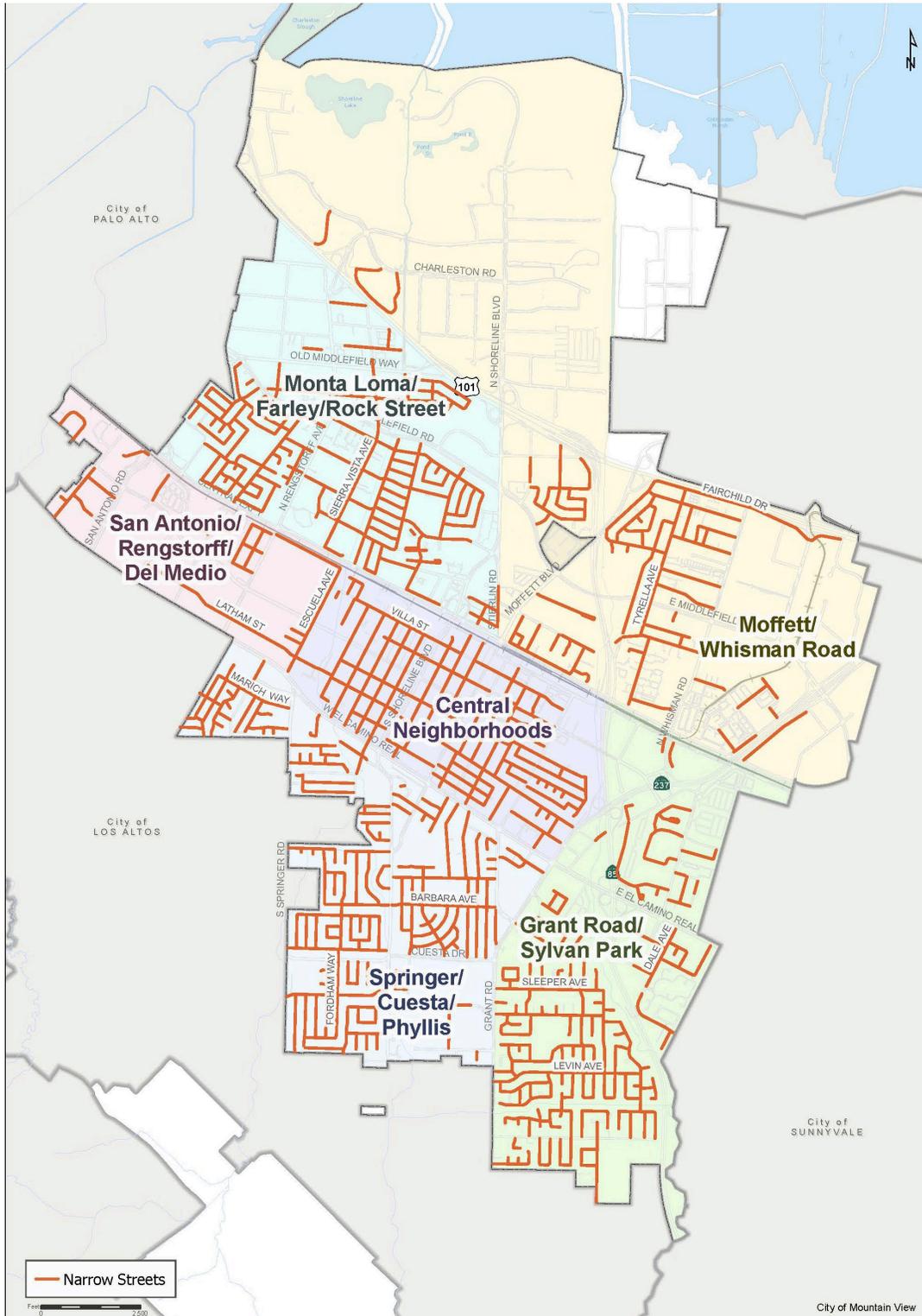
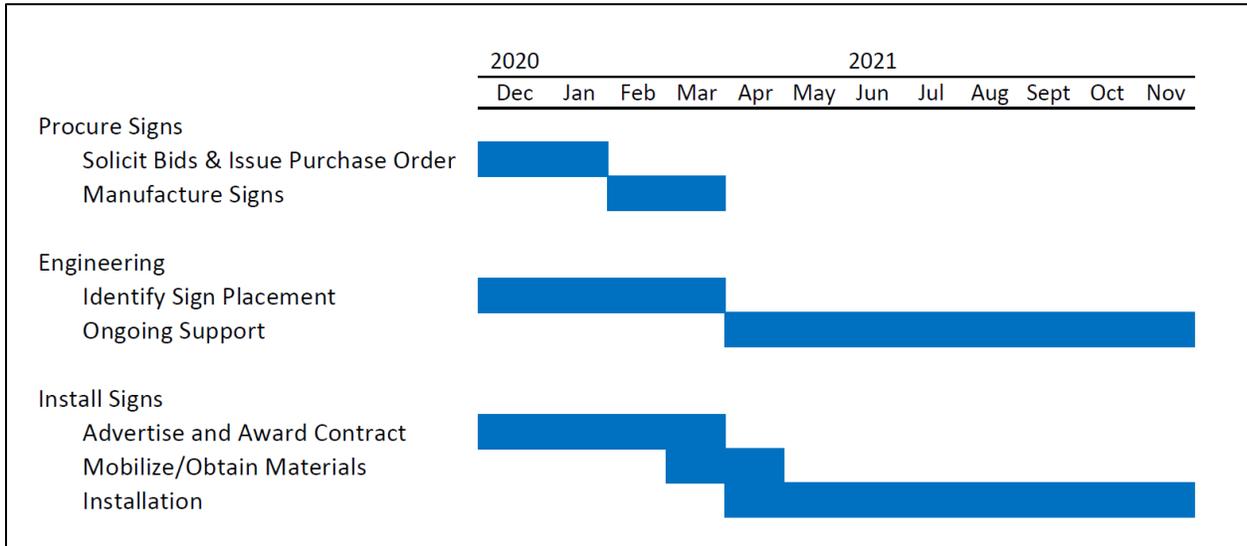


Figure 3: Narrow Streets by Neighborhood Groups

*Installation Timeline*

Staff estimates it will take up to 12 months to install the signage Citywide based on the approach described above and pursuing all three work efforts simultaneously. Figure 4 provides an overview of this schedule:



**Figure 4: Sign Installation Timeline**

As indicated above, it will take up to four months to complete the bidding processes and sign manufacturing. The earliest that sign installation could begin is April 2021.

The schedule also allows time to provide advanced notification of scheduled sign installations to the community and to any oversized vehicles parked on the streets. The ordinance regulates parking for all oversized vehicles, including recreational vehicles, which are sometimes used for habitation. Individual notification will be provided to such recreational vehicles in English and Spanish prior to any enforcement to make them aware of the ordinance and also provide information of how to avail of safe parking spots (if spaces are available) and other upcoming housing opportunities in the City, including Project Homekey, which will be ready for full occupancy as transitional housing by March 2021, providing approximately 300 spaces.

The City would also provide supplemental Citywide communications to keep the community informed of upcoming signage installations, including the following: a news release/advisory, webpage updates, a web news posting, an ad for the KMVT cable TV bulletin board, multiple postings to all social media channels (Facebook, Twitter, Instagram, NextDoor), and e-mails to the collaborators, partners, stakeholders, members of the faith community, mobile outreach to recreational vehicles residents, all

neighborhood associations, City advisory bodies, legislative contacts, school districts, Foothill College, the Chamber of Commerce, the Downtown Business Association, and businesses that have provided their e-mail address for the City's business license program.

Completing all sign installations in 2021 is an ambitious schedule and will require significant staff time, especially from Traffic Engineering and Construction Engineering staff. In particular, it is estimated that approximately 30 percent of Traffic's staffing resources will need to be dedicated to this project from December 2020 to March 2021. In order to fit this into their workload, only work that is urgent, presents a safety risk, or has mandated response deadlines will be performed by Traffic staff. Work that will be delayed until after March 2021 includes any new requests related to the Neighborhood Traffic Management Program, Residential Parking Permit Program, resolution of nonsafety *AskMV* inquiries, and various traffic studies, such as stop-sign warrants and radar surveys.

#### *Sign Installation Costs*

The estimated costs for sign installation are as follows:

Sign Manufacturing	\$ 82,000
Sign Installation	632,000
Construction Contingency	72,000
Engineering/Project Management	75,000
Construction Inspection	59,000
City Administration	<u>60,000</u>
TOTAL	<u>\$980,000</u>

The sign manufacturing cost was based on the bid prices the City received for the signs restricting oversized vehicle parking on streets with bike lanes. The sign installation estimate assumed 65 percent of the signs would also require post installations and was based upon some informal estimates received from contractors. Staff also estimated the labor and material costs for City staff to install the signs and found the costs were in the same range.

This total cost is also fairly consistent with the estimated costs for installing the 454 restricted parking signs on the streets with bicycle lanes. As this work was completed with City staff as time permitted, including the manufacturing of the first 100 signs, a

project budget was not created or tracked; however, the estimated staffing hours and cost of materials was \$150,000 to \$175,000.

### **Alternative Implementation Approaches**

#### *Installation by City Staff*

Staff is recommending that a midyear Capital Improvement Program (CIP) project be established at a cost of \$980,000 to pay for City staff time, procuring the signs, and hiring a contractor for installation. Should Council prefer that the sign installation costs be covered by the annual operating budget to the greatest extent feasible, the signs could be installed by Streets staff as time permits. Streets staff's highest priority would continue to be the maintenance and repair of the City's streets, sidewalks, curbs and gutters, bikeways, parking lots, traffic control signs, and streetlights. Based on the experience of installing the signs along streets with bike lanes, it will take three to five years for staff to install all the signs along narrow streets Citywide.

The total cost of this alternative approach will be approximately the same as hiring a contractor because the cost for the contractor and City inspection staff are comparable to the total staff time cost for Streets to perform the installations. Other City staff services, such as engineering/project management and administrative services, will still be required as budgeted above. In addition, the City would have to purchase the sign posts and other materials the contractor would have provided. With this alternative approach, the City would save the CIP funding for other uses; however, a \$200,000 budget appropriation for the signs, posts, and other materials would still be needed.

#### *Prioritizing Streets for Sign Installation*

An alternative approach for the order in which signs are installed is to prioritize the streets based on certain criteria related to traffic volumes, presence of oversized vehicle parking, and/or bicycle and pedestrian use. This approach would require more City staff effort to implement and likely would cost more as the sign installers will have to jump around the City and revisit the same neighborhood areas multiple times to complete installation. This approach may add one to two months to the total installation timeline.

### **Follow-Up Work**

When the City Council approved the introduction of the ordinance restricting parking of oversized vehicles on September 24, 2019, Council also provided the following direction to staff:

- Return to Council with an analysis of existing restricted parking on City streets greater than 40' wide; and
- Add a work plan item to return with recommendations to address parking, generally, adjacent to and along the frontage of parks Citywide.

Staff will begin work on these items as soon as the engineering work for the narrow streets signage has been completed.

### **FISCAL IMPACT**

The total estimated costs to install the signs to restrict oversized vehicle parking on the 444 narrow streets is \$980,000. This includes procuring the signs, hiring a contractor for installation, and City staff time. Staff recommends that a CIP project for \$980,000 be created. As this project will address traffic safety concerns, it is recommended that \$485,000 from the General Fund-Transportation Reserve and \$485,000 from the Construction/Conveyance Tax Fund be allocated to the project. The remaining \$10,000 for the project would be funded from the Shoreline Regional Park Community Fund to pay for the signs to be installed in North Bayshore. There is currently sufficient balance in all three funds for the recommended appropriations. However, the \$485,000 in the Construction/Conveyance Tax Fund was planned for allocation to a Fiscal Year 2021-22 CIP project, and it may be necessary to defer one of these CIP projects as part of the five-year CIP to be adopted in June 2021.

The City has also incurred costs in developing the list of street segments that qualify as narrow streets for the resolution to be adopted by Council. The Consultant contract to measure the streets costs \$50,000, which was funded from CIP Project 19-15, Annual Traffic Studies/NTMP Improvements/Bicycle Counts. In addition, Traffic Engineering staff has put in over 600 hours of time on streets measuring, verifying data received from the Consultant, and starting work on sign placement at an estimated staff cost of \$60,000. These staffing costs were covered by the Fiscal Year 2020-21 operating budget.

## **CONCLUSION**

On November 3, 2020, City of Mountain View voters approved Measure C, an ordinance that restricts parking of oversized vehicles on narrow streets (less than or equal to 40' wide). Based on measurements of all potential narrow streets, 444 narrow street segments have been identified. To enforce the ordinance, the City Council must adopt a resolution listing the narrow streets, and signs must be installed on the streets listed in the resolution. Approximately 2,600 signs must be installed Citywide for a total estimated cost of \$980,000. With Council's approval of the recommended actions, implementation is expected to take up to 12 months.

## **ALTERNATIVES**

1. Do not adopt the resolution.
2. Approve and fund the new Narrow Streets Sign Installation CIP project at \$980,000 with an extended or alternative timeline for sign installation and/or an alternative approach to the order in which the streets are signed.
3. Provide a budget of \$200,000 for signs and materials and direct staff to install the signage using City staff resources over the next three to five years.
4. Provide other direction.

**PUBLIC NOTICING**

All routine Council agenda notice and posting procedures were followed with a notice to be published in the *San Jose Post Record*. A copy of the report was sent to the County, Community Services Agency (CSA), MOVE Mountain View, and stakeholder group members.

Prepared by:

Lorenzo Lopez  
Traffic Engineer

Dawn S. Cameron  
Public Works Director

Approved by:

Kimbra McCarthy  
City Manager

LL-DSC/6/CAM  
904-12-08-20CR  
190503

Attachments: 1. Resolution Prohibiting Oversized Vehicle Parking on Narrow Streets  
2. Ordinance No. 15.19  
3. Narrow Streets Map

cc: CA, ACM, TE, APWD – Arango, ATCM – Thomas