



TOWN OF LOS GATOS

C A L I F O R N I A



Capital Improvement Program Budget
Fiscal Years 2020/21 — 2024/25

Cover Photos: Constantino, Evie Julian

TOWN OF LOS GATOS



CALIFORNIA

Capital Improvement Program

for

Fiscal Years July 1, 2020 to June 30, 2025

Town Council

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

Prepared under the direction of:

Laurel Prevetti	Town Manager
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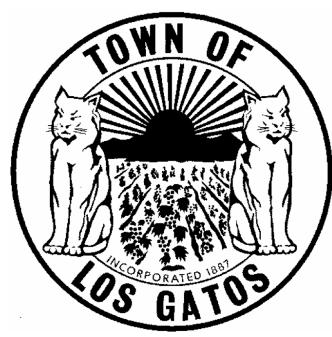


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Introduction

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TOWN OF LOS GATOS

CIVIC CENTER
110 E. MAIN STREET
LOS GATOS, CA 95030

May 6, 2020

Honorable Mayor and Town Council:

I am pleased to submit to you the Proposed Fiscal Year (FY) 2020/21 – 2024/25 Five-Year Capital Improvement Program (CIP) for the Town of Los Gatos. The CIP is a comprehensive five-year capital improvement plan designed to identify projects to develop and maintain the Town's infrastructure, consistent with the Town Council Core Goals of high quality infrastructure, community character, public safety, fiscal stability, good governance, and civic enrichment.

This CIP budget message contains:

- Town's Core Goals and Strategic Priorities
- CIP Financial Summary - Funding Sources
- Proposed FY 2020/21 – 2024/25 CIP Overview
- Proposed FY 2020/21 CIP Overview
- FY 2019/20 Completed or Withdrawn Projects
- Budget Process Overview

Guidance for determining capital improvement projects is also derived from key plans, including the General Plan, Bicycle and Pedestrian Master Plan, and the Council's Strategic Priorities. Specifically, in January 2020, the Town Council established the 2020-22 Strategic Priorities (see page A-2). The Core Goals and Strategic Priorities guide the preparation of both the Capital and Operating Budgets. In terms of capital projects, the Town Council stated its priorities to begin to implement the Comprehensive Parking Study, continue mobility improvements for all transportation modes, manage the vegetation on Town lands to protect against wildfire, and advance other needed improvements. All of these efforts support improving and enhancing traffic/transportation, public safety, and quality of life within the context of prudent fiscal management.

In addition to the aforementioned guidance, on December 9, 2019, the Town's Sales Tax Oversight Committee convened its first meeting. Per the Measure G Sales Tax Ordinance, the Committee's role is to review the revenues and potential expenditures and advise the Town Council on whether such expenditures meet the Town Council's objectives as stated in the Ordinance. After reviewing example expenditures from the FY 2019/20 CIP, the Committee's recommendation to Council was to expend Measure G funds on capital projects associated with road repair and maintenance.

All proposed capital projects are described in this document. The reserves and operating expenditures are discussed in more detail in the Proposed FY 2020/21 Operating Budget.

STRATEGIC PRIORITIES FY 2020-2022



**CORE GOALS: COMMUNITY CHARACTER • GOOD GOVERNANCE • FISCAL STABILITY •
QUALITY PUBLIC INFRASTRUCTURE • CIVIC ENRICHMENT • PUBLIC SAFETY**

ONGOING PRIORITIES

SAFETY

Emergency Preparedness

- CERT Recruitment and Training
- Community communication

Fire Protection

- Vegetation management on Town properties
- Enhanced community education

QUALITY OF LIFE

Community Vitality

- Events and Other Efforts Town-wide
- Community Engagement

Economic Vitality

- Policies and Ordinances

Land Use Planning

- *Housing Element*
- *Potential Area Plans and rezoning to implement General Plan*

TRAFFIC/TRANSPORTATION

Comprehensive Parking Study

- Short, Medium, and Long Term Actions

Transportation Demand Management

- Summer/Rush Hour/School Traffic
- Develop Measure B Transportation Projects
- Install Bicycle and Pedestrian Improvements
- Community Shuttle

PRUDENT FINANCIAL MANAGEMENT

Address Pension and OPEB Obligations

- Additional Discretionary Payments (ADPs)
- Reduced Amortization Strategies
- Pension Contribution Management Strategies

Sell or Lease Certain Town Properties

NEW

Regional Housing Needs Allocation Process

Updating Town Ordinances in Alignment with New State Housing Legislation

Regional Transportation

IN PROGRESS

General Plan 2040

- Objective Standards
- Environmental Sustainability/ Climate Resiliency

Vehicle Miles Travelled Policy

Streamline regulations to enhance Town businesses

School Bus Pilot

EOC Upgrades

RECENTLY COMPLETED

Almond Grove Streets

Measure G (Sales Tax) Implementation

\$8.9 M CalPERS Pension Payment

Short Term Rentals

Complete Streets Policy

One-Way Downtown Street Pilot

Annexation of Small County Pockets

SMALL TOWN SERVICE, COMMUNITY STEWARDSHIP, FUTURE FOCUS

CAPITAL IMPROVEMENT PROGRAM

Introduction Section

CIP FINANCIAL SUMMARY – FUNDING SOURCES

As in the past, the Town continues to be challenged in its attempts to secure a reliable ongoing source of revenue for the Capital Improvements Program. The proposed five-year CIP reflects \$6.0 million in ongoing Gas Tax dedicated sources to help fund the proposed \$38 million of planned capital improvements. The balance of CIP funding of \$32 million is funded by one-time appropriations from the General Fund Appropriated Reserve (GFAR), Utility Undergrounding Funds, Traffic Mitigation Funds, Grant Funds, and Storm Drain Funds as follows:

Funding Sources for the FY 2020/21 - 2024/25 CIP		
Ongoing	Gas Tax	\$ 6,050,270
One-Time	GFAR	16,067,108
	Utility Undeground Funds	4,436,000
	Traffic Mitigation Funds	415,027
	Grant Funds	11,114,483
	Storm Drain Funds	240,000
Total Funding Available		\$ 38,322,888

GAS TAX

State Gasoline Tax revenue is distributed to the Town from the State of California and recorded in the Gas Tax Fund. This tax is also known as the “Highway Users Tax” or the “Motor Vehicle Fuel License Tax.” The gasoline tax is an 18-cent per gallon tax on fuel used to propel a motor vehicle or aircraft. Gas Tax revenue is allocated to the Town based on a per gallon of gas purchased within the Town limits and based on population. The estimated Gas Tax revenue totals approximately \$1.2 million for FY 2019/20 due to the Road Recovery and Repair Act of 2017 (SB1). These funds can only be used for new construction and reconstruction of Town streets.

LOCAL 2010 AND 2016 MEASURE B

As part of a voter-approved measure from 2010, the Santa Clara Valley Transportation Agency (VTA) assesses a \$10 per vehicle registration surcharge to repair and rehabilitate streets. This funding source is expected to generate approximately \$180,000 annually for Los Gatos, which will be used for street rehabilitation Town-wide.

In 2016, Santa Clara County voters approved Measure B, a transportation focused sales tax measure. After several years of legal challenges, the funding from Measure B has begun to flow. The most important element of this measure is ongoing road maintenance funding to the Town of \$580,663. Additional funds may be distributed to local projects on a competitive basis.

GFAR

The primary source of funding for the Town’s capital program is the Town’s General Fund Appropriated Reserve (GFAR). By Council direction, this fund receives transfers from the General Fund’s designated Reserve for Future and Special Projects, which receives most of the Town’s annual revenues above operating expenditures after funding all legally restricted reserves at their required levels, including receipt of one-time funds from grants, property sales, and other reserves. Because of the availability of

CAPITAL IMPROVEMENT PROGRAM

Introduction Section

General Fund “one-time” funding sources in recent years, the Council approved a General Fund transfer to the GFAR fund in the amount of \$2.7 million for FY 2013/14, an additional “one-time” source allocation of \$6.6 million for FY 2014/15, and additional funding of \$6.9 million for the Almond Grove Street Rehabilitation project in FY 2016/17, \$2.8 million funding in FY 2017/18, \$2.4 million transfer in FY 2018/19, and \$5.8 million transfer in FY 2019/20. For FY 2020/21, the transfer to GFAR is proposed to be \$3.4 million.

After these allocations, the Reserve for Future Capital and Special Projects forecasted June 30, 2020 balance is \$3.3 million. Sufficient balances are anticipated for the following four years of the Plan to allocate approximately \$550,000 from the General Fund Reserve for Capital and Special Projects for FY 2021/22 through FY 2024/25.

The other revenue source for GFAR is the Construction Impact Fee and a Refuse Vehicle Road Impact Fee. This Construction impact fee is assessed on construction projects based on the square foot size of the project at a rate of \$1.14 per square foot. These fees are intended to recover the damage caused to Town streets by construction traffic. Construction Impact fees generate at least \$110,000 annually. Refuse Vehicle Road impact Fee estimated to generate \$610,000 for FY 2020/21.

The funding from GFAR greatly enhances the Town’s ability to implement the CIP; however, it is not enough to support future annual infrastructure maintenance or construct new facilities. Establishing a reliable, dedicated source of funding for basic capital improvements beyond the use of accumulated reserves remains a long-term need and important goal for the Town.

UTILITY UNDERGROUND FUNDS

The Utility Undergrounding Fund serves as a funding source for activities generally undertaken in conjunction with street improvement projects. The Town receives approximately \$30,000 annually in Utility Undergrounding funding which is derived from a Town construction tax of 18 cents charged for each square foot of building addition or alteration within the Town. Total cash balances currently on hand from the utility undergrounding construction tax are approximately \$3.1 million at FY 2019/20 year-end. In addition, the Town may have access to over \$3.8 million in Rule 20A funds allocated from a percentage of electric bills. PG&E retains and tracks these monies. The Town has identified a project to underground utilities along Los Gatos Boulevard south of Lark Avenue. These projects rely on PG&E for scheduling and have long lead times. Staff expects a six year project design timeline, and is expecting project construction in FY 2020/21.

TRAFFIC MITIGATION FUNDS

The traffic impact mitigation fee assures that each new development or expansion of use pays its fair share of the transportation improvements needed to accommodate the cumulative traffic impacts. The fee is paid in full prior to issuance of the building permit for new development or expansion of use. This fee continues to play an important role in the Town’s ability to fund roadway improvements. Traffic Mitigation Funds must be used solely for construction of identified traffic and transportation improvement projects.

GRANT FUNDS

The Town receives grant funds from various sources that help address some of the maintenance and improvement costs associated with Town infrastructure. Grants include federally funded Surface Transportation Program (STP) funds which pay for general roadway capital improvements, and a combination of Federal Innovative Deployment to Enhance Arterials (IDEA) grant funds and State

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Introduction Section

Vehicle Registration Fee (VRF) grant funds are contributing to the Traffic Signal Modernization project. In addition, the Town utilizes Community Development Block Grant funds for specific qualifying projects, usually focused on accessibility. Total grant funding for FY 2020/21 is estimated at \$1,479,200.

STORM DRAIN FUNDS

The Town also receives funding from its Storm Drain Fund, which relies on an established charge of \$0.75 per square foot of impervious surface created by new development. Depending on development activity, this fee produces approximately \$100,000 in revenue annually. This fee has not been adjusted for several years and should be evaluated in the future as part of the NPDES storm water permit process and as part of a continuous review of development related fees.

The remaining sources are primarily one-time funds from State or Federal government or from special revenue funds that have often fluctuated in tandem with the economy and the state budget. Examples of one-time funds include Valley Transportation Authority/Transportation Fund for Clean Air (VTA/TFCA) funds and State Proposition 42 Gas Tax funds.

PROPOSED FY 2020/21 – 2024/25 CIP OVERVIEW

The Capital Improvement Program is broadly grouped into the following categories:

- Streets Program, which maintains and ensures functional streets, pedestrian, and bike systems.
- Parks Program, which repairs or improves parks, park buildings, trails, and urban forestry.
- Public Facilities Program, which constructs and repairs public buildings, and purchases equipment.

The proposed CIP projects include both new and carry-forward projects from the prior year as part of the multi-year programming of \$33.5 million. Approximately \$28.7 million (85.8%) is allocated to the streets, retaining walls, sidewalks, and curbs category; \$1.6 million (4.7%) is allocated to parks and trails projects; and \$3.2 million (9.5%) is allocated to public facility projects. Allocations are summarized below by type of major improvements within the program categories.

FY 2020/21 - 2024/25 CIP by Program													
Five Year CIP Summary	Carry-forward from 2019/20		Carry-forward and New FY 2020/21		2021/22		2022/23		2023/24		2024/25	Total By Category	Total By Program
	2019/20	2020/21	2020/21	2021/22	2022/23	2023/24	2024/25						
Streets													
Reconstruct/Resurfacing	\$ 3,305,576	\$ 2,211,715	5,517,291	\$ 2,836,393	\$ 2,962,517	\$ 2,962,517	\$ 2,962,517	\$ 17,241,235					
Maintenance & Safety	3,413,980	2,435,000	5,848,980	435,000	435,000	435,000	435,000	7,588,980					
Street Improvements	8,870,133	8,195,786	17,065,919	1,546,250	1,162,390	-	65,000	19,839,559					
Bridges	235,087	50,000	285,087	5,430,303	-	-	-	5,715,390				\$ 50,385,165	
Parks													
Park Improvements	850,247	25,000	875,247	-	25,000	-	25,000	\$ 925,247					
Trail Improvements	683,812	-	683,812	3,262,500	-	-	-	3,946,312				\$ 4,871,560	
Public Facilities													
Infrastructure Projects	1,975,285	285,000	2,260,285	35,000	35,000	35,000	35,000	\$ 2,400,285					
Equipment Projects	921,291	-	921,291	-	-	-	-	921,291				\$ 3,321,576	
TOTALS	\$ 20,255,412	\$ 13,202,501	\$ 33,457,913	\$ 13,545,446	\$ 4,619,907	\$ 3,432,517	\$ 3,522,517					\$ 58,578,300	

Total funding for street reconstruction and resurfacing for the next five years is planned at \$17.2 million with approximately \$5.5 million allocated in FY 2020/21 including carryovers. Over the five-year period, the CIP proposes \$33.1 million for various other street-related infrastructure improvements including street maintenance and resurfacing; curb, gutter and sidewalk maintenance; street intersection improvements; retaining wall reconstruction; crosswalk ramps and safety devices; and storm drain improvements.

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Introduction Section

Total funding for parks and trail improvements for the next five years is planned at \$4.8 million with approximately \$1.5 million allocated in FY 2020/21 including carryovers.

Total funding for public facilities infrastructure improvements and equipment projects for the next five years is planned at \$3.2 million with approximately \$3.8 million allocated in FY 2020/21 including carryovers.

Although the Proposed FY 2020/21-2024/25 CIP is a five-year plan, only the first year of the plan is formally adopted with funds appropriated by the Town Council as part of the budget process. Future year projects are funded with designated cash reserves on hand, supplemented by estimated annual revenues for capital funding purposes such as Gas Tax funds and state transportation funds. The scope and funding estimates may change based on the Town's fiscal situation and evolving priorities.

PROPOSED FY 2020/21 OVERVIEW

\$33.4 million is being proposed in the first year of the CIP and is comprised of approximately \$20.2 million in carryover funds from FY 2019/20 and approximately \$13.2 million in new funding.

The first year of the five year plan (FY 2020/21) continues funding for the Town Council Strategic Priorities, including basic infrastructure needs. Street maintenance remains high Council priority as the Town is making progress to improve its Pavement Condition Index (PCI), a standard rating of street conditions. The PCI reached a recent high rating of 74 in 2008 due to concentrated investments and is now at the level of 70 (2019 survey data). With the new County and State Transportation Funds, the investment in street maintenance of \$2,962,517 per year will allow the Town's PCI to increase to 72 within the next five years. This investment continues to leave a deferred maintenance backlog in excess of \$10M.

The complete list of the proposed FY 2020/21 carry-forward and proposed projects (categorized by funds and programs) can be found on page A-7. Projects are listed in the Financial Summary section and further described in the project detail pages by category. Below is a summary by category. The total FY 2020/21 CIP is \$33.5 million.

Carry-forward & New FY 2020/21 CIP Projects					
	GFAR	Grant and Awards	Gas Tax	Other *	Total Estimated
Street Projects	\$ 14,349,805	\$ 4,228,718	\$ 1,210,054	\$ 8,928,701	\$ 28,717,278
Park Projects	1,483,841	75,218	-	-	1,559,060
Public Facilities Projects	3,114,576	67,000	-	-	3,181,576
TOTAL OF CARRY-FORWARD & NEW PROJECTS	\$ 18,948,222	\$ 4,370,936	\$ 1,210,054	\$ 8,928,701	\$ 33,457,913

* Other Funds include Storm Drain Fund, Traffic Mitigation Funds, Utility Underground Funds

CAPITAL IMPROVEMENT PROGRAM

Introduction Section

Carry-forward & FY 2020/21 CIP Projects						
CARRY-FORWARD PROJECTS		GFAR	Grants and Awards	Gas Tax	Other	Total
Streets	* Street Repair & Resurfacing	\$ 4,307,237	\$ -	\$ 1,210,054	\$ -	\$ 5,517,291
	* Annual Street Restriping	169,772	-	-	-	169,772
	* Traffic Calming Projects	19,250	-	-	-	19,250
	* Curb, Gutter & Sidewalk Maintenance	1,667,395	-	-	-	1,667,395
	* Retaining Wall Repairs	536,486	-	-	-	536,486
	* Quito Road - Bridge Replacement	285,087	-	-	-	285,087
	Guardrail Replacement Projects	92,809	980,100	-	-	1,072,909
	Downtown Parking Lots Seal Coat & Restriping	52,585	-	-	-	52,585
	Hernandez Avenue Storm Drain Improvements	-	-	-	-	-
	* Shannon Road Class 1 Multi-use Path	109,896	940,100	-	70,204	1,120,200
	Sidewalk Improvements - Multiple Locations	60,000	-	-	-	60,000
	Hwy 17 Bicycle & Pedestrian Bridge-Design	-	-	-	-	-
	Pilot School Busing Program	355,056	87,000	-	-	442,056
	* Utility Undergrounding Improvements	-	-	-	6,766,000	6,766,000
	* Traffic Signal Modernization	-	1,769,418	-	978,289	2,747,707
	Bicycle & Pedestrian Improvements	272,095	-	-	33,650	305,745
	* Bicknell Road Storm Drain Improvements	-	-	-	60,258	60,258
	Stormwater Master Plan	180,000	-	-	-	180,000
	* Annual Storm Drain Improvement Prj	-	-	-	420,300	420,300
	Stormwater System - Pollution Prevention Compliance	298,578	-	-	-	298,578
	* Public Art Gateway	25,004	-	-	-	25,004
	Downtown Streetscape Revitalization	1,972,384	-	-	-	1,972,384
	Massol Intersection Improvements	383,167	-	-	-	383,167
Parks	ADA Transition Plan	110,000	-	-	-	110,000
	Highway 17/9 Interchange and Capacity Improvements	-	-	-	600,000	600,000
	Winchester Boulevard Complete Streets (Final Design)	79,948	-	-	-	79,948
	Open Space Trail Upgrades	152,000	-	-	-	152,000
	* Parks Playground Fibar Project	61,540	-	-	-	61,540
	Charter Oaks Trail Repair Project	364,891	75,218	-	-	440,109
	Forbes Mill Footbridge Improvements	61,224	-	-	-	61,224
	Town Plaza Turf Repairs	28,000	-	-	-	28,000
	Creek Trail & Parks Path & Parking Lot Seal & Striping	225,000	-	-	-	225,000
	Outdoor Fitness Equipment	60,000	-	-	-	60,000
Public Facilities	Trailhead Connector	30,479	-	-	-	30,479
	Vegetation Management - Town-wide	500,707	-	-	-	500,707
	Audio/Video System Upgrade	42,552	-	-	-	42,552
	Information System Upgrade	77,026	-	-	-	77,026
	Town-wide Document Imaging Project	16,990	-	-	-	16,990
	* Building Replacement at Corporation Yard	977,613	-	-	-	977,613
	Police Headquarters Roof Repair	2,248	-	-	-	2,248
	Library Carpet Replacement	56,500	-	-	-	56,500
	Engineering Document Archiving	11,716	-	-	-	11,716
	Facilities Assessment	80,000	-	-	-	80,000
	* Town Beautification	16,924	-	-	-	16,924
	Silicon Valley Regional Interoperability Project (SVRIP) Service	62,967	-	-	-	62,967
	IT Disaster Recovery Improvements	169,845	-	-	-	169,845
	EOC Communications Upgrade	29,382	-	-	-	29,382
	ADA Upgrade Public Restrooms - Adult Recreation Bldg.	183,000	67,000	-	-	250,000
Public Facilities	Fire Suppression (Halon) for Server Rooms	200,000	-	-	-	200,000
	Plaza Level Railings - Code Upgrade	30,000	-	-	-	30,000
	Waterproofing Town-wide	75,000	-	-	-	75,000
	ADA Restrooms and HR Offices	450,000	-	-	-	450,000
	Sound Mitigation Library Lobby	22,000	-	-	-	22,000
	Computer-Aided Dispatch and Records Management System	510,814	-	-	-	510,814
TOTAL OF CARRY-FORWARD PROJECTS (INCLUDES NEW ALLOCATIONS)		\$ 15,475,167	\$ 3,918,836	\$ 1,210,054	\$ 8,928,701	\$ 29,532,758
* These carry-forward projects include new money for FY 2019/20 in the amount of \$20,255,412.						
NEW PROJECTS						
Streets	Roadside Fire Fuel Reduction	\$ 250,000	\$ -	\$ -	\$ -	\$ 250,000
	Parking Lot 4 Repair/Waterproofing	250,000	-	-	-	250,000
	Shannon Road Repair	1,500,000	-	-	-	1,500,000
	Blossom Hill Road Traffic Study	125,000	-	-	-	125,000
	E. Main St. Speed Table/Raised Crosswalk	83,000	86,200	-	-	169,200
	Local Road Safety Plan	28,000	72,000	-	-	100,000
	Winchester Class IV Bikeway	688,555	293,900	-	-	982,455
	VMT Mitigation Program	250,000	-	-	-	250,000
	Parking Program Implementation	198,500	-	-	-	198,500
	Adult Recreation - Floor Repair	100,000	-	-	-	100,000
TOTAL OF NEW PROJECTS		\$ 3,473,055	\$ 452,100	\$ -	\$ -	\$ 3,925,155
TOTAL OF CARRY-FORWARD & NEW PROJECTS		\$ 18,948,222	\$ 4,370,936	\$ 1,210,054	\$ 8,928,701	\$ 33,457,913

CAPITAL IMPROVEMENT PROGRAM

Introduction Section

FY 2019/20

COMPLETED, CONSOLIDATED, OR WITHDRAWN PROJECTS

Several projects are expected to be completed by the end of FY 2019/20. The table below outlines the projects, funding sources, and total expenses of the completed projects, which is estimated to be \$0.6 million. More details about the completed projects can be found beginning on page A-9.

Projects Completed or Withdrawn in FY 2019/20									
		GFAR	Grant & Awards	Traffic Mitigation	Other *	Total Estimated			
Street Program									
Cut-Through Traffic/Wood Road Roundabout	Not Proceeding	\$ 222,284	\$ -	\$ 211,772	\$ -	\$ 434,056			
Downtown Parking Study	Completed	158,892	-	-	-	158,892			
One-Way Downtown Street Pilot	Completed	216,368	-	-	-	216,368			
224 W. Main Street Property Acquisition (Parking Lot 6)	Withdrawn	7,813	-	-	-	7,813			
Almond Grove Street Rehabilitation	Completed	12,328,275	-	-	-	12,328,275			
Park Program									
Fence Replacement - Shire Court	Completed	996	-	-	-	996			
Public Facilities Program									
Neighborhood Emergency Preparedness (CERT)	Completed	49,928	-	-	-	49,928			
Energy Efficiency Upgrade - Town-wide	Completed	1,699,247	-	-	-	1,699,247			
TOTAL OF COMPLETED PROJECTS		\$ 14,683,803	\$ -	\$ 211,772	\$ -	\$ 14,895,575			

* Other Funds include Storm Drain Fund, Gas Tax Funds, Utility Underground Funds

CONCLUSION

The challenge of finding a reliable ongoing revenue stream available for capital projects continues to be a Town priority. Recognizing the realities of funding challenges and uncertain local economic trends, the Town's FY 2020/21 – 2024/25 Capital Improvement Plan continues a strategy of funding the Town's most urgent capital needs.

I wish to thank all of the Departments, in particular Department Directors and members of their management and support staff, for their many hours of work and tireless efforts to present this Capital Improvement Program to the Town Council, as well as the following staff members:

Stephen Conway, Finance Director
Gitta Ungvari, Finance and Budget Manager
Matt Morley, Parks and Public Works Director
Lisa Petersen, Assistant Parks and Public Works Director/Town Engineer
Mark Gaeta, Accountant
Maurice de Castro, Accountant
Bobby Gonzalez, Senior Administrative Analyst
Melissa Ynegas, Administrative Analyst
Dorrie Romeo, Administrative Technician
Kinjal Buch, Senior Engineering Technician

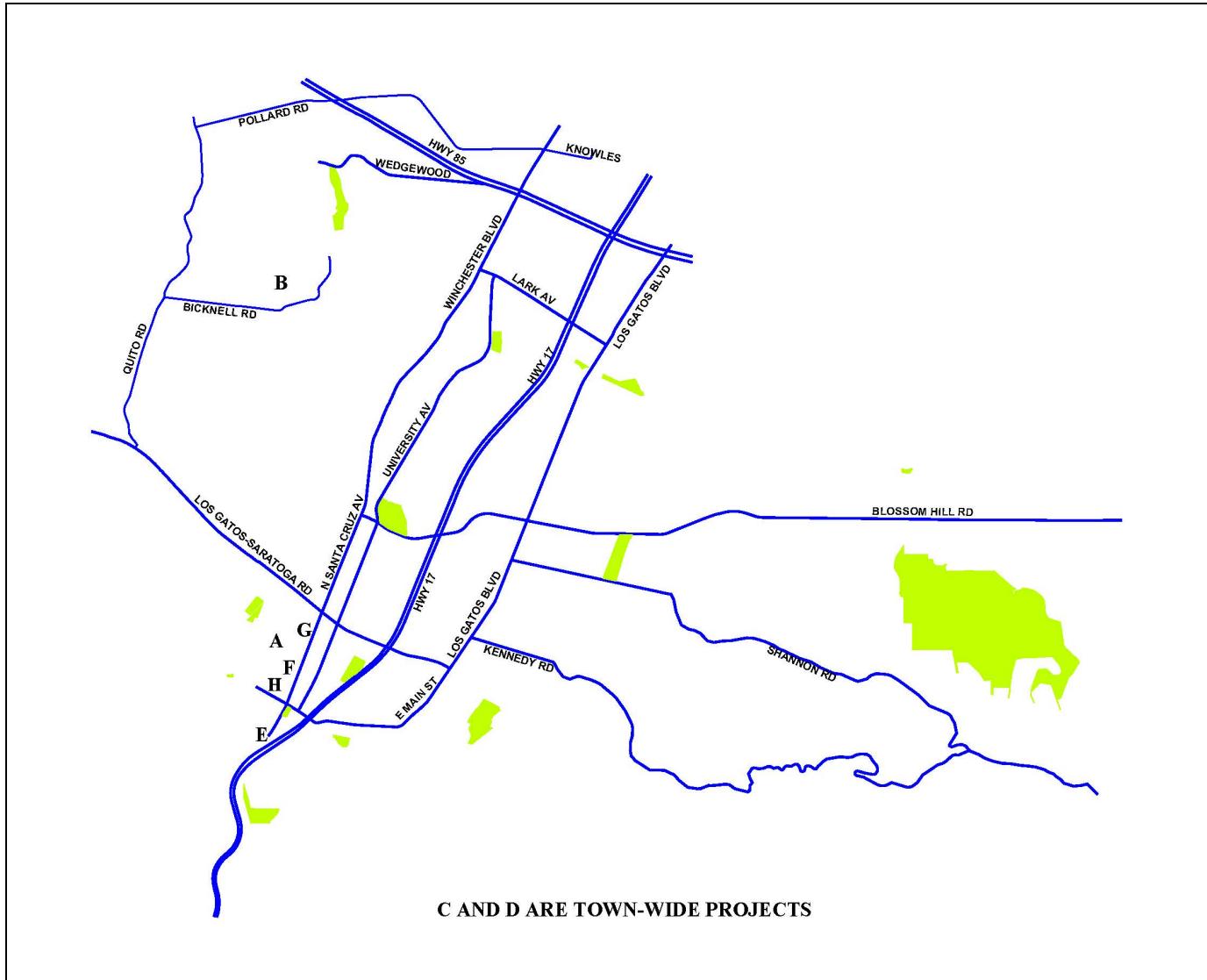
Respectfully submitted,



Laurel Prevetti
Town Manager

COMPLETED OR WITHDRAWN CIP PROJECTS

FY 2019/20



A	Almond Grove Rehabilitation	E	Cut-Through Traffic/Wood Road Roundabout – Not Proceeding
B	Fence Replacement – Shire Court	F	Downtown Parking Study
C	Energy Efficiency Upgrade – Town-wide	G	One-Way Downtown Street Pilot
D	Neighborhood Emergency Preparedness – Town-wide	H	224 West Main Property Acquisition (Parking Lot 6) – Withdrawn

COMPLETED OR WITHDRAWN CIP PROJECTS

FY 2019/20



A Almond Grove Street Rehabilitation Project

Almond Grove Street Rehabilitation Project

This project rehabilitated ten streets, providing safe and functional streets and sidewalks. Given the magnitude of this project, the street rehabilitations were phased over several years to minimize construction impacts to the community. Phase 1 completed two streets in 2017 and Phase 2 completed eight streets over three years with construction completion in early 2020.

The total project cost was approximately \$13,000,000.



B Fence Replacement – Shire Court

Fence Replacement – Shire Court

This project replaced the existing 2x4 wood fence on Shire Court due to rotting. It is an essential safety barrier as it sits above a retaining wall and borders open space.

The total project cost was approximately \$55,000.



C Energy Efficiency Upgrade – Town-wide

Energy Efficiency Upgrade – Town-wide

This project completed various improvements in Town-owned facilities, which improves energy efficiency and provides cost savings over the long term. Many of the previous fixtures and equipment throughout Town-owned facilities were outdated. While these items were functional, they were not the most energy efficient option. The budget for this project included the energy audit that was completed in FY 18/19 and the installation of energy-saving devices in Town facilities. This project also absorbed past capital projects, including HVAC Chiller Repair (2115), Mechanic Bay Heater (2307), Youth Recreation Center HVAC Replacement (2205), Civic Center Building Energy Efficiency Measures (2110), and Civic Center Exterior Light Replacement (2112).

The total project cost was approximately \$1,664,000.

COMPLETED OR WITHDRAWN CIP PROJECTS

FY 2019/20



D Neighborhood Emergency Preparedness

Neighborhood Emergency Preparedness

This project added new Neighborhood Incident Command Posts (NICPs) and enhanced existing Posts throughout the Town's Community Emergency Response Team (CERT) neighborhoods. The NICPs were upgraded with critical medical, safety, communication and other necessary equipment for use in the event of an emergency.

The total project cost was approximately \$50,000.



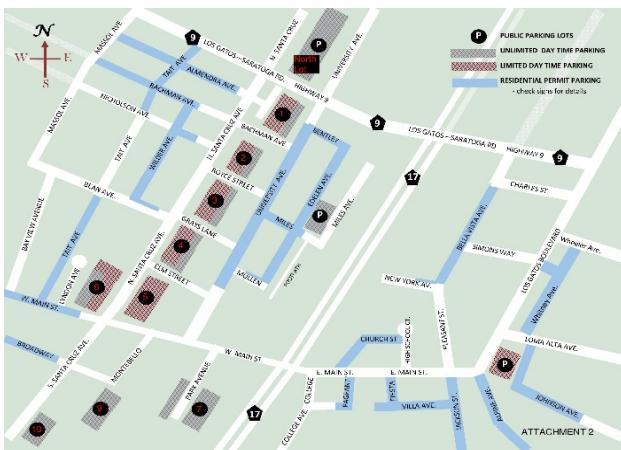
E Cut-Through Traffic/Wood Road Roundabout

Cut-Through Traffic/Wood Road Roundabout

This project implemented various measures such as the deployment of portable message signs, messages on Caltrans changeable message signs, signal modifications, and temporary street closures to reduce cut-through traffic among other measures.

Staff explored advancing the design of a permanent traffic circle at Santa Cruz Avenue at Wood Road, but it was ultimately decided to not proceed with this project.

The total project cost was approximately \$970,000.



F Downtown Parking Study

Downtown Parking Study

This project funded a consultant to examine parking holistically in the downtown and high school areas.

The project scope included analyzing existing parking capacity, providing a recommendation for residential parking around Los Gatos High School, providing recommendations for parking management for time limited parking, analyzing paid parking, and more. The findings will be implemented in the new Parking Program Implementation project.

The total project cost was approximately \$110,000.

COMPLETED OR WITHDRAWN CIP PROJECTS

FY 2019/20



G One-Way Downtown Street Pilot

One-Way Downtown Street Pilot

This project funded the implementation of a one-way streets pilot for North Santa Cruz and University Avenue between Highway 9 and Main Street.

The total project cost was approximately \$233,000.



H 224 West Main Property Acquisition

224 West Main Property Acquisition (Parking Lot 6)

In 2009, the Town purchased a property next to Parking Lot 6 to expand the existing parking lot. This property was purchased by Town Housing/Redevelopment Agency (RDA) funds. Because the State dissolved redevelopment agencies, it is necessary that the Town use an alternative funding source for this purchase if affordable housing is not constructed at this site. This acquisition is withdrawn and reserve funds in the amount of \$1,460,210.00 for GFAR are available for future consideration.

BUDGET PROCESS OVERVIEW

The Town of Los Gatos adopts an annual Operating and Capital Budget and an annual budget update of the five year Capital Improvement Program (CIP) for the Town of Los Gatos. The budgets contain summary level information for revenue and expenditure appropriations for the fiscal year beginning July 1st and ending June 30th. The budget documents are prepared in accordance with generally accepted accounting principles (GAAP).

Budget Purpose

The Operating and Capital Summary Budget and the Capital Improvement Program serve as the Town's financial plan, as well as a policy document, a communications tool, and an operations guide. Developed with an emphasis on long range planning, service delivery, and program management, a fundamental purpose of these documents is to provide a linkage between the services and projects the Town intends to accomplish, and the resources committed to get the work done.

The format of the budget facilitates this linkage by clearly identifying the program purpose, key projects, and work plan goals in relation to revenue and expenditures appropriations.

CIP Purpose

In particular, the CIP is designed to identify projects and funds required to adequately develop and maintain the Town's infrastructure, which is consistent with the Town Council strategic goal of maintaining the condition and availability of public facilities. The following plans provide additional guidance in developing priorities for capital improvement projects:

- General Plan
- Street Improvement Program
- Bicycle and Pedestrian Master Plan

In addition, project prioritization criteria such as health and safety issues, infrastructure or system condition, short term versus long term impacts, and availability of external funding sources are assessed as part of the process that staff uses to rank projects from high to low in preparing the proposed CIP. As it develops and matures in its application, the Town's Infrastructure Assessment Program will further support the Town's long-range Capital Improvement Program, focusing attention on the current and future infrastructure needs of the community and balancing the community's needs with funding requirements and financial resources. Other technology tools used in CIP development include the use of the geographic information system, the traffic monitoring system, electronic files for tracking unfunded projects and replacement schedules, and an asset management program to track work requests.

The Town's capital projects are categorized as follows:

The Streets Program provides funding for maintaining a functional street and pedestrian system. Proposed projects are consistent with the General Plan, provide for a safe and efficient traffic flow through intersections while minimizing unnecessary traffic movement and noise through residential neighborhoods, and provide street lighting for traffic safety at intersections and on public streets. Also included are sidewalk and bicycle lane improvements.

The Public Facilities Program includes projects for constructing and repairing public buildings and purchasing equipment. Town buildings include the Civic Center, the Library, Adult Recreation Center, Tait

CAPITAL IMPROVEMENT PROGRAM

Introduction Section

Avenue and Forbes Mill properties, and other assets. Although the Town owns the three fire stations within Town limits, the Santa Clara County Fire District maintains them under contract.

The Parks Program includes projects for parks, park buildings, urban forestry, trails, and urban beautification.

Basis of Budgeting and Accounting

Developed on a program basis with fund level authority, the Operating and Capital Budgets represent services and functions provided by the Town in alignment with the resources allocated during the fiscal year.

The Town's Governmental Funds consist of the General Fund, Special Revenue Funds, Debt Service Funds, and Capital Project Funds for both the Town and the Successor Agency of the Town of Los Gatos Redevelopment Agency (RDA). RDA debt is continuing to be paid for the Certificate of Participation (COPs) used to finance the Library. Basis of Accounting and Budget refers to the timing factor concept in recognizing transactions. This basis is a key component of the overall financial system because the budget determines the accounting system. For example, if the budget anticipates revenues on a cash basis, the accounting system must record only cash revenues as receipts. If the budget uses an accrual basis, accounting must do likewise. The Town's budgeting and accounting systems both use a combination of modified accrual and full accrual basis in the accounting and budget systems.

Governmental Fund and Successor Agency Fund budgets are developed using the modified accrual basis of accounting. Under this basis, revenues are estimated for the period if they are susceptible to accrual, e.g. amounts can be determined and will be collected within the current period. Principal and interest on general long-term debt are budgeted as expenditures when due, whereas other expenditures are budgeted for liabilities expected to be incurred during the current period.

Proprietary Fund budgets are adopted using the full accrual basis of accounting whereby revenue budget projections are developed recognizing revenues expected to be earned during the period, and expenditures are developed for expenses anticipated to be incurred in the fiscal year. The Town maintains one type of proprietary fund: Internal Service Funds.

The Town's Fiduciary Funds are also budgeted under the modified accrual basis. The Town administers five trust funds. Trust funds are subject to trust agreement guidelines.

Summary of Budget Development

The Town develops its budgets with a team-based approach. Town Management and the Finance Department guide the process through budget development; however, program budgets and workplans are developed with each Department's Director, Analyst, and Program Manager's oversight and expertise. This approach allows for hands-on planning and creates a clearer understanding for both management and staff of a program's goals and functions to be accomplished in the next budget year.

The Development Process

Typically, both the Operating and Capital Budget and Capital Improvement Program processes begin early in the calendar year with the Town Council and Town Manager's collaborative development and refinement of initiatives and directives for the upcoming budget year as reflected in the Council adopted strategic priorities.

CAPITAL IMPROVEMENT PROGRAM

Introduction Section

In January, the budget preparation process begins officially for staff with a budget kickoff meeting. Budget assumptions, directives, and initiatives developed by Town Council and management are provided to set the Town's overall objectives and goals. Department staff identifies and analyzes program revenue and expenditure projections in coordination with Finance/Budget staff and Town Management. Town staff also consults with Town Commissions for their input on specific investments. Capital improvement projects are assessed and refined, and CIP funding and appropriation requirements are finalized.

Through rounds of budget briefings and revisions, final proposed program budget and work plans are developed by the end of April. Operational and capital workplans are finalized and the Finance/Budget staff prepares financial summary information. Per the Town Code, the Town Manager submits the entire proposed budget package to the Town Council for its consideration, including Departmental budgets and work plans.

CIP Development Process

The long term Capital Improvement Program includes projects that have a value of \$25,000 or more with a minimum useful life of 5 years at a fixed location. Equipment, operating, and maintenance costs associated with the CIP projects are identified where feasible, and will be included in future operating budgets. Cost estimates for new projects are based on 2017 dollars; however, engineering estimates for carryover projects from the prior year are updated to reflect current industry costs.

Under direction from the Town Manager's Office, the Parks and Public Works Department took the lead in the preparation of the proposed projects for consideration in the FY 2020/21 – 2024/25 Capital Improvement Program. In coordination with other Town Departments, projects were reviewed to ensure that the Town's priorities are addressed within available resources. In some cases, previously approved projects have been deferred due to reallocation of funding to other priorities and thus have been noted as unfunded projects in each program section of the CIP.

The Town Manager's Office reviews the prioritized list of proposed capital improvement projects and funding sources in conjunction with the preparation of the FY 2018/19 Operating Budget. The Proposed CIP is then presented by the Town Manager to the Town Council. The Proposed CIP is also submitted to the Planning Commission for review to ensure that the proposed projects are consistent with the Town's General Plan as required by State law (Government Code Section 65401). The Planning Commission will review the CIP to make sure it consistent with the General Plan on May 13, 2020.

The CIP is reviewed during this time to determine funding capabilities and project priorities, and to refine project work plans. Although the CIP budget document is prepared separately from the Operating and Capital Budget, CIP program information is incorporated into the Operating and Capital Summary Budget document through the resulting financial appropriations and service level requirements.

Budget Adoption

During the month of May, the Town Council reviews the proposed Operating and Capital Summary Budget, and the Capital Improvement Program for the five-year period at a public hearing. Notice of the hearing is published in a local newspaper at least ten days prior to the Council's public hearing date. The public is invited to participate and copies of the proposed budgets are available for review in the Clerk Department, on the Town website, and at the budget hearing.

Final Council-directed revisions to the proposed budget are made and the budget documents are resubmitted to the Town Council for final adoption consistent with Los Gatos Town Code Section

CAPITAL IMPROVEMENT PROGRAM

Introduction Section

2.30.295(b), which requires the Town Manager to annually prepare and submit a budget to the Town Council. This is accomplished in June at a noticed public hearing.

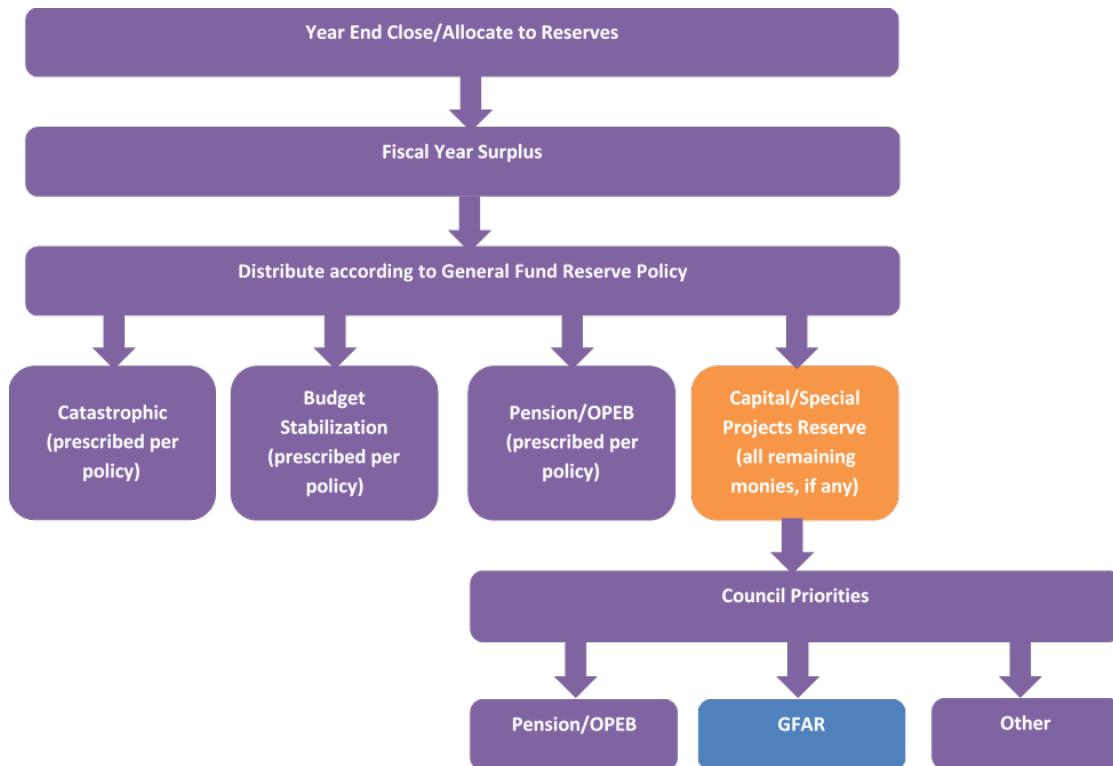
Budget Amendments

During the course of the fiscal year, workplan changes and unanticipated needs necessitate adjustments to the adopted budgets. The Town Manager is authorized to transfer appropriations between categories, departments, projects, and programs within a fund in the adopted budget, whereas the Town Council holds the authority for budget increases and decreases, and transfers between funds that may be approved at any Town Council meeting.

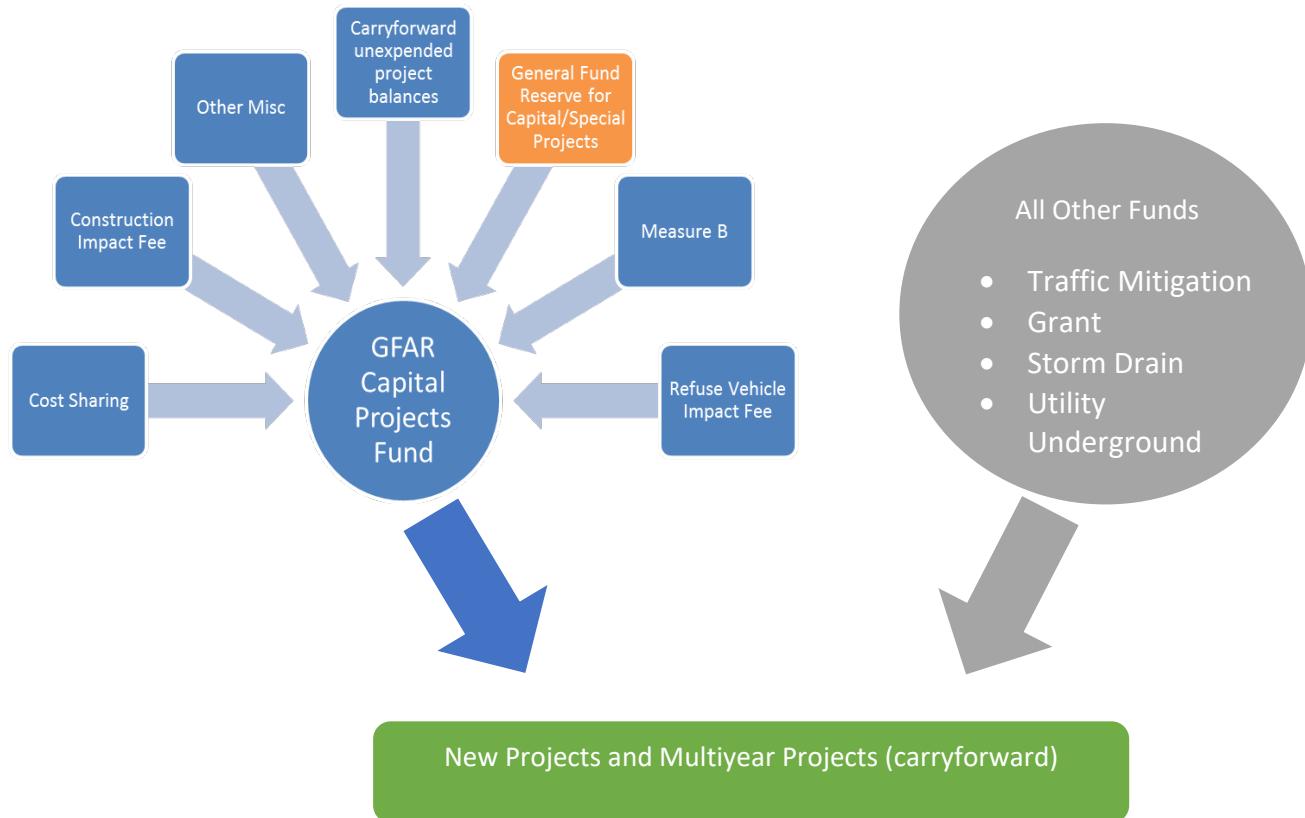
CAPITAL IMPROVEMENT PROGRAM

Introduction Section

FISCAL YEAR SURPLUS FLOW OF FUNDS



CAPITAL IMPROVEMENT PROGRAM

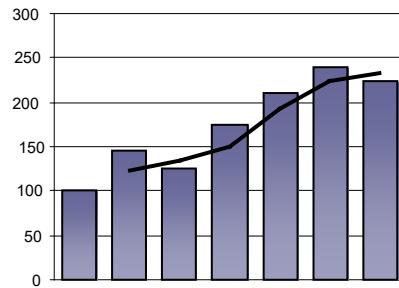


Financial Summaries

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CAPITAL IMPROVEMENT PROGRAM

Financial Summaries



FINANCIAL SUMMARIES

PROGRAM SUMMARIES

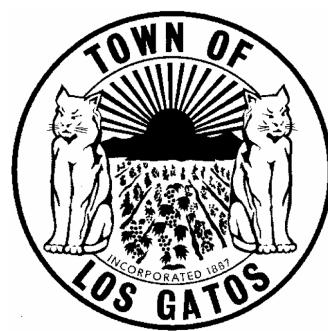
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CAPITAL IMPROVEMENT PROGRAM

Financial Summaries

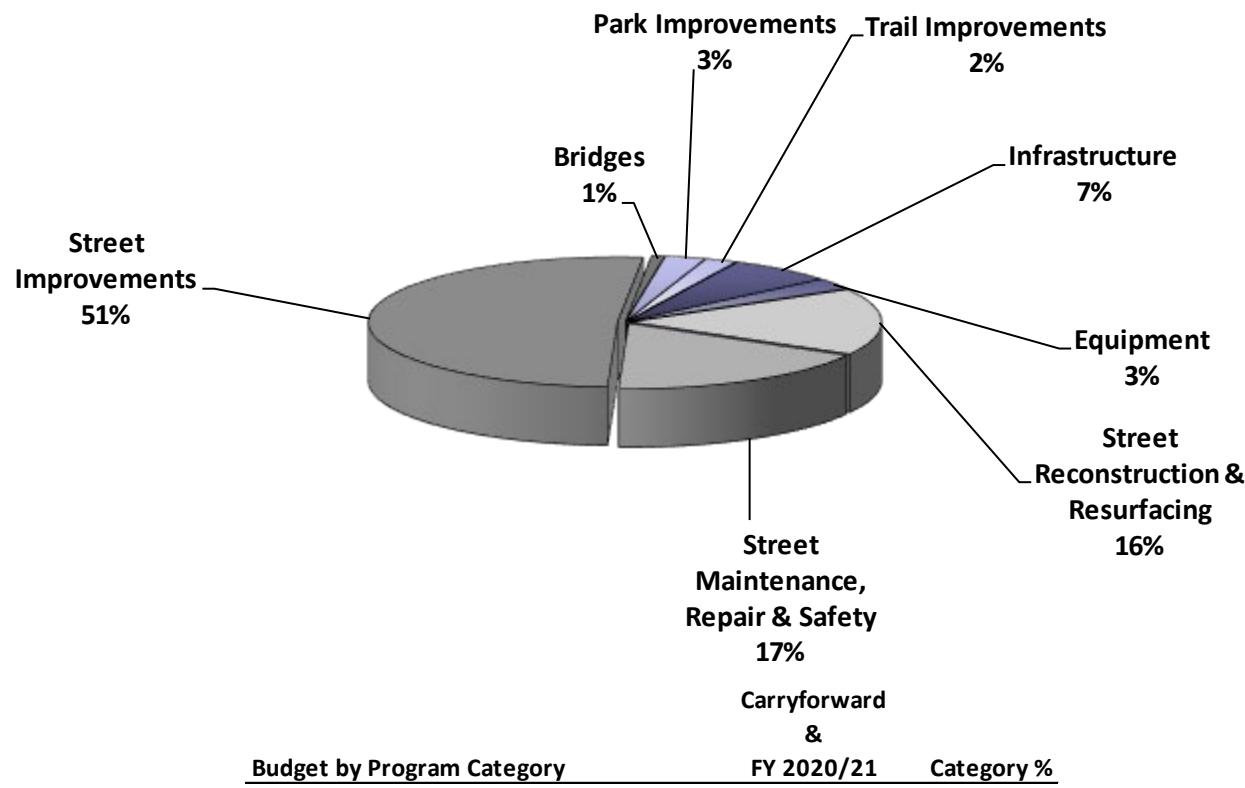


**FINANCIAL SUMMARIES
BY PROGRAM**

CAPITAL IMPROVEMENT PROGRAM

Financial Summaries

FY 2020/21
BUDGET BY PROGRAM CATEGORY
 (Includes Carryforward and FY 2020/21 Budget)



Streets Program

Street Reconstruction	\$ 5,517,291	16%
Maintenance, Repair & Safety Projects	5,848,980	17%
Street Improvements	17,065,919	51%
Bridges	285,087	1%
<i>Streets Program</i>	\$ 28,717,278	86%

Parks and Trails Program

Park Improvements	\$ 875,247	3%
Trail Improvements	683,812	2%
<i>Parks Program</i>	\$ 1,559,060	5%

Public Facilities Program

Infrastructure	\$ 2,260,285	7%
Equipment	921,291	3%
<i>Public Facilities</i>	\$ 3,181,576	10%

TOTAL PROJECT FUNDING	\$ 33,457,913	100%
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CAPITAL IMPROVEMENT PROGRAM

Financial Summaries

STREETS PROGRAM SUMMARY									
	Expended Through 2018/19	2019/20 Estimated Actuals	Estimated Carryfwd to 2020/21	2020/21 Budget	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget	Total Budgeted
<i>Street Reconstruction & Resurfacing</i>									
9901 Street Repair & Resurfacing	\$ 16,008,551	\$ 2,302,980	\$ 3,305,576	\$ 2,211,715	\$ 2,836,393	\$ 2,962,517	\$ 2,962,517	\$ 2,962,517	\$ 35,552,766
<i>Street Maintenance, Repair & Safety</i>									
9910 Traffic Calming Projects	195,301	20,449	9,250	10,000	10,000	10,000	10,000	10,000	275,000
9921 Curb, Gutter & Sidewalk Maintenance	2,856,864	6,539	1,367,395	300,000	300,000	300,000	300,000	300,000	5,730,798
9930 Retaining Wall Repairs	1,422,178	4,113	436,486	100,000	100,000	100,000	100,000	100,000	2,362,777
9902 Annual Street Restriping	180,228	-	144,772	25,000	25,000	25,000	25,000	25,000	450,000
0120 Guardrail Replacement Projects	136,986	205	1,072,909	-	-	-	-	-	1,210,100
0236 Massol Intersection Improvements	31,250	35,583	383,167	-	-	-	-	-	450,000
0008 Shannon Road Repair	-	-	-	1,500,000	-	-	-	-	1,500,000
0130 Roadside Fire Fuel Reduction	-	-	-	250,000	-	-	-	-	250,000
0708 Parking Lot 4 Repair/Waterproofing	-	-	-	250,000	-	-	-	-	250,000
<i>Street Improvements</i>									
0705 Downtown Parking Lots Seal Coat & Restriping	24,915	22,500	52,585	-	-	-	-	-	100,000
0409 Hernandez Avenue Storm Drain Improvements	17,180	-	-	-	-	-	-	-	65,000
0218 Shannon Road Class 1 Multi-use Path	104	69,000	180,100	940,100	-	-	-	-	1,189,304
0221 Sidewalk Improvements - Multiple Locations	-	-	60,000	-	-	-	-	-	60,000
0225 Utility Undergrounding Improvements	-	-	2,330,000	4,436,000	-	-	-	-	6,766,000
0227 Traffic Signal Modernization	63,975	118,007	2,332,680	415,027	-	-	-	-	2,929,689
0410 Bicknell Avenue Storm Drain Improvements	145,432	15,500	35,258	25,000	-	-	-	-	221,190
0231 Bicycle & Pedestrian Improvements	249,293	291,489	305,745	-	-	-	-	-	846,527
0413 Stormwater Master Plan	3,060	16,940	180,000	-	-	-	-	-	200,000
2009 Public Art Gateway	-	4,500	20,500	4,504	-	-	-	-	29,504
0414 Stormwater System - Pollution Prevention Compliance	1,422	-	298,578	-	-	-	-	-	300,000
0420 Annual Storm Drain Improvements	29,700	-	270,300	150,000	-	-	-	-	450,000
0128 Pilot School Busing Program	148,683	224,035	42,056	400,000	87,000	-	-	-	901,774
0129 ADA Transition Plan	-	-	110,000	-	-	-	-	-	110,000
0237 Highway 17/9 Interchange and Capacity Improvements	-	-	600,000	-	-	-	-	-	600,000
0235 Downtown Streetscape Revitalization	-	-	1,972,384	-	-	-	-	-	1,972,384
0238 Winchester Boulevard Completer Streets (Final Design)	-	200,053	79,948	-	1,459,250	-	-	-	1,739,250
0131 E. Main St. Speed Table/Raised Crosswalk	-	-	-	169,200	-	-	-	-	169,200
0132 Local Road Safety Plan	-	-	-	100,000	-	-	-	-	100,000
0239 Blossom Hill Road Traffic Study	-	-	-	125,000	-	-	-	-	125,000
0240 Winchester Class IV Bikeway	-	-	-	982,455	-	-	-	-	982,455
0133 VMT Mitigation Program	-	-	-	250,000	-	-	-	-	250,000
0241 Kennedy Sidewalk - LGB to Englewood	-	-	-	-	-	1,162,390	-	-	1,162,390
0242 Parking Program Implementation	-	-	-	198,500	-	-	-	-	198,500
<i>Bridges</i>									
0801 Quito Road - Bridge Replacement	64,594	-	235,087	50,000	-	-	-	-	349,681
0803 Hwy 17 Bicycle & Pedestrian Bridge-Design	-	234,000	-	-	5,430,303	-	-	-	5,664,303
Total Streets Projects	\$ 21,579,715	\$ 3,565,894	\$ 15,824,777	\$ 12,892,501	\$ 10,247,946	\$ 4,559,907	\$ 3,397,517	\$ 3,462,517	\$ 75,530,773

PARKS AND TRAILS PROGRAM SUMMARY									
	Expended Through 2018/19	2019/20 Estimated Actuals	Estimated Carryfwd to 2020/21	2020/21 Budget	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget	Total Budgeted
<i>Park Improvements</i>									
4605 Parks Playground Fibar Project	\$ 63,460	\$ -	\$ 36,540	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 175,000
4609 Creek Trail & Parks Path & Parking Lot Seal & Striping	-	-	225,000	-	-	-	-	-	225,000
4202 Town Plaza Turf Repairs	8,116	-	28,000	-	-	-	-	-	36,116
4006 Outdoor Fitness Equipment	-	-	60,000	-	-	-	-	-	60,000
4508 Vegetation Management - Town-wide	-	-	500,707	-	-	-	-	-	500,707
<i>Trail Improvements</i>									
4504 Open Space Trail Upgrades	-	-	152,000	-	-	-	-	-	152,000
4503 Charter Oaks Trail Repair Project	72,942	-	440,109	-	-	-	-	-	513,051
4507 Forbes Mill Footbridge Improvements	27,397	3,207	61,224	-	-	-	-	-	91,828
4505 Trailhead Connector	214	486,747	30,479	-	3,262,500	-	-	-	3,779,940
Total Parks Projects	\$ 172,128	\$ 489,954	\$ 1,534,060	\$ 25,000	\$ 3,262,500	\$ 25,000	\$ -	\$ 25,000	\$ 5,533,641

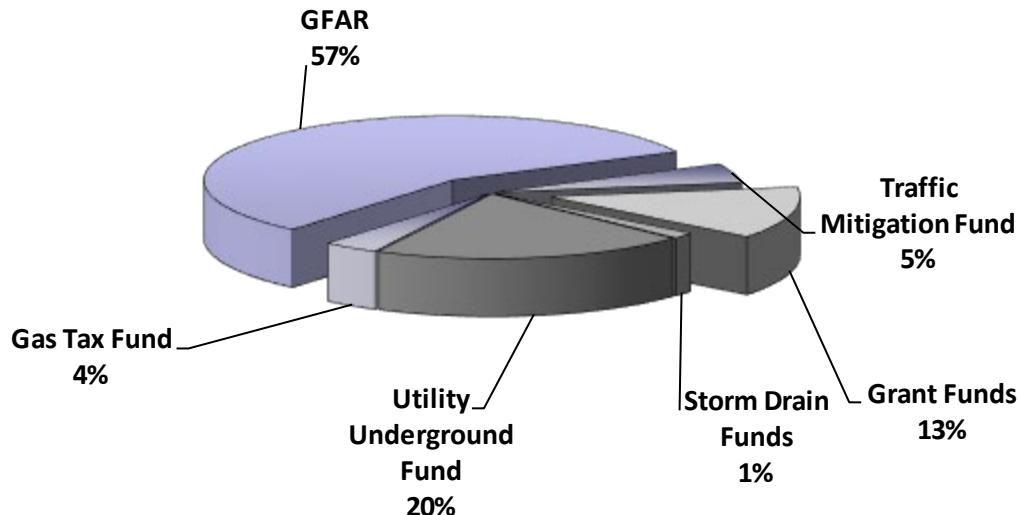
CAPITAL IMPROVEMENT PROGRAM

Financial Summaries

PUBLIC FACILITIES PROGRAM									
	Expended Through 2018/19	2019/20 Estimated Actuals	Estimated Carryfwd to 2020/21	2020/21 Budget	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget	Total Budgeted
<i>Infrastructure</i>									
2302 Building Replacement at Corporation Yard	75,942	112,245	952,613	25,000	25,000	25,000	25,000	25,000	1,265,800
2001 Facilities Assessment	24,142	-	80,000	-	-	-	-	-	104,142
2503 Library Carpet Replacement	-	-	56,500	-	-	-	-	-	56,500
2002 Town Beautification	94,240	8,462	6,924	10,000	10,000	10,000	10,000	10,000	159,625
2117 ADA Restrooms and HR Offices	-	-	300,000	150,000	-	-	-	-	450,000
2116 Plaza Level Railings - Code Upgrade	-	-	30,000	-	-	-	-	-	30,000
2010 Waterproofing Town-wide	-	-	75,000	-	-	-	-	-	75,000
2504 Sound Mitigation in Library Lobby	-	-	22,000	-	-	-	-	-	22,000
6004 Fire Suppression (Halon) for Server Rooms	-	-	200,000	-	-	-	-	-	200,000
2601 ADA Upgrade Public Restrooms - Adult Recreation Bldg.	51,882	-	250,000	-	-	-	-	-	301,882
2118 Police Headquarters Roof Repair	-	47,752	2,248	-	-	-	-	-	50,000
2206 Adult Recreation - Floor Repair	-	-	-	100,000	-	-	-	-	100,000
<i>Equipment</i>									
6101 Information System Upgrade	188,975	103,553	77,026	-	-	-	-	-	369,554
6001 Audio/Video System Upgrade	68,048	-	42,552	-	-	-	-	-	110,600
6003 Town-wide Document Imaging Project	198,011	-	16,990	-	-	-	-	-	215,000
2305 Engineering Document Archiving	8,284	40,000	11,716	-	-	-	-	-	60,000
6305 Silicon Valley Regional Interoperability Project (SVRIP) Service	395,176	486	62,967	-	-	-	-	-	458,628
6103 EOC Communications Upgrade	19,618	1,000	29,382	-	-	-	-	-	50,000
6104 IT Disaster Recovery Improvements	7,942	22,213	169,845	-	-	-	-	-	200,000
6301 Computer-Aided Dispatch and Records Management System	10,290	14,186	510,814	-	-	-	-	-	535,290
Total Facilities Projects	\$ 1,142,549	\$ 349,897	\$ 2,896,576	\$ 285,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 4,814,022
Total Streets, Parks and Trails, and Public Facilities Projects	\$ 22,894,392	\$ 4,405,745	\$ 20,255,412	\$ 13,202,501	\$ 13,545,446	\$ 4,619,907	\$ 3,432,517	\$ 3,522,517	\$ 85,878,436

**FINANCIAL SUMMARIES
BY FUND**

FY 2020/21
PROJECT SUMMARY BY FUND
(Includes Carryforward and FY 2020/21 Budget)



Budget by Fund	Carryforward &	FY 2020/21	Fund %
GFAR		\$ 18,948,222	57%
Traffic Mitigation Fund		1,611,939	5%
Grant Funds		4,370,936	13%
Storm Drain Funds		480,558	1%
Utility Underground Fund		6,836,204	20%
Gas Tax Fund		1,210,054	4%
Total Budget by Fund		\$ 33,457,913	100.0%

CAPITAL IMPROVEMENT PROGRAM

Financial Summaries

Source and Use Summary Schedule All Capital Improvement Program Funds

SOURCE of FUNDS	Adjusted Budget FY 2019/20	Estimated FY 2019/20	Carryfwd & FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25
Beginning Fund Balance							
411 GFAR	\$ 4,295,606	\$ 8,518,983	\$ 13,417,762	\$ 2,789,898	\$ 1,130,822	\$ 499,506	\$ 249,890
411 Reserved for Parking	1,460,210	-	2,920,420	1,460,210	1,460,210	1,460,210	1,460,210
411 Reserved for Comcast PEG	50,000	-	100,000	50,000	50,000	50,000	50,000
411 Reserved for Almond Grove	2,579,997	-	-	-	-	-	-
411 VTA Vehicle Registration Fees	133,169	-	-	-	-	-	-
471 Traffic Mitigation	304,648	304,648	304,648	304,648	304,648	304,648	304,648
421 Grant Fund	124,615	124,615	(415,876)	(210,038)	(297,038)	(297,038)	(297,038)
461 Storm Basin #1	932,416	932,416	993,373	892,843	943,203	994,741	1,047,465
462 Storm Basin #2	1,800,548	1,800,548	1,820,150	1,749,278	1,803,928	1,859,766	1,916,821
463 Storm Basin #3	(104,407)	(104,407)	(119,883)	(297,465)	(296,405)	(295,284)	(294,111)
472 Underground Utilities	3,079,685	3,079,685	3,062,696	110,019	140,569	171,269	202,129
481 Gas Tax	853,821	853,821	311,158	228,422	282,586	336,750	390,914
Total Beginning Fund Balance	\$ 15,510,308	\$ 15,510,308	\$ 22,394,449	\$ 7,077,815	\$ 5,522,523	\$ 5,084,568	\$ 5,030,928
Revenues							
411 GFAR	\$ 13,177,383	\$ 11,285,571	\$ 7,227,765	\$ 2,264,339	\$ 2,390,463	\$ 2,390,463	\$ 2,390,463
471 Traffic Mitigation	2,246,440	293,234	1,621,939	10,000	10,000	10,000	10,000
421 Grant Fund	3,211,080	74,006	4,576,774	8,742,593	805,690	-	-
461 Storm Basin #1	49,150	60,957	49,470	50,360	51,538	52,724	53,949
462 Storm Basin #2	53,770	19,602	79,128	54,650	55,838	57,054	58,289
463 Storm Basin #3	1,620	24	2,976	1,060	1,121	1,173	1,236
472 Underground Utilities	52,490	32,011	3,883,527	30,550	30,700	30,860	31,010
481 Gas Tax	1,364,620	1,364,620	1,233,317	1,370,218	1,370,218	1,370,218	1,370,218
Total Revenues	\$ 20,156,552	\$ 13,130,025	\$ 18,674,895	\$ 12,523,770	\$ 4,715,568	\$ 3,912,493	\$ 3,915,166
TOTAL SOURCE OF FUNDS	\$ 35,666,861	\$ 28,640,334	\$ 41,069,344	\$ 19,601,585	\$ 10,238,091	\$ 8,997,061	\$ 8,946,094
USE of FUNDS	Adjusted Budget FY 2019/20	Estimated FY 2019/20	Carryfwd & FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25
Capital Program Expenditures							
411 GFAR	\$ 19,744,392	\$ 2,948,755	\$ 18,948,222	\$ 3,505,799	\$ 2,604,163	\$ 2,222,463	\$ 2,247,463
471 Traffic Mitigation	2,228,282	283,234	1,611,939	-	-	-	-
421 Grant Fund	3,472,206	614,496	4,370,936	8,829,593	805,690	-	-
461 Storm Basin #1	100,000	-	150,000	-	-	-	-
462 Storm Basin #2	100,000	-	150,000	-	-	-	-
463 Storm Basin #3	121,058	15,500	180,558	-	-	-	65,000
472 Underground Utilities	2,449,204	49,000	6,836,204	-	-	-	-
481 Gas Tax	1,801,282	1,801,282	1,210,054	1,210,054	1,210,054	1,210,054	1,210,054
Total Capital Program Expenditures	\$ 30,016,424	\$ 5,712,269	\$ 33,457,913	\$ 13,545,446	\$ 4,619,907	\$ 3,432,517	\$ 3,522,517
Transfers Out & Other Sources							
411 GFAR	417,616	417,616	417,616	417,616	417,616	417,616	417,616
411 GFAR Designated for Parking	\$ 1,460,210	\$ -	\$ 2,920,420	\$ 1,460,210	\$ 1,460,210	\$ 1,460,210	\$ 1,460,210
411 Reserved for Comcast PEG	50,000	-	100,000	50,000	50,000	50,000	50,000
471 Traffic Mitigation	10,000	10,000	10,000	10,000	10,000	10,000	10,000
481 Gas Tax	106,000	106,000	106,000	106,000	106,000	106,000	106,000
Total Transfers Out & Designated	\$ 2,043,826	\$ 533,616	\$ 3,554,036	\$ 2,043,826	\$ 2,043,826	\$ 2,043,826	\$ 2,043,826
Unrestricted	\$ 3,606,611	\$ 22,394,449	\$ 4,057,395	\$ 4,012,313	\$ 3,574,358	\$ 3,520,718	\$ 3,379,751
TOTAL USE OF FUNDS	\$ 35,666,861	\$ 28,640,334	\$ 41,069,344	\$ 19,601,585	\$ 10,238,091	\$ 8,997,061	\$ 8,946,094

CAPITAL IMPROVEMENT PROGRAM

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GENERAL FUND APPROPRIATED RESERVES (GFAR) STATEMENT OF SOURCE AND USE OF FUNDS

	Adjusted Budget 2019/20	Estimated 2019/20	Budget & Carryfwd 2020/21	Proposed 2021/22	Proposed 2022/23	Proposed 2023/24	Proposed 2024/25
SOURCE OF FUNDS							
Beginning Fund Balance							
Designated for Parking	\$ 1,460,210	\$ -	\$ 2,920,420	\$ 1,460,210	\$ 1,460,210	\$ 1,460,210	\$ 1,460,210
Reserved for Comcast PEG	50,000	-	100,000	50,000	50,000	50,000	50,000
Reserved for Almond Grove	2,579,997	-	-	-	-	-	-
VTA Vehicle Registration Fees	133,169	-	-	-	-	-	-
Unrestricted	4,295,606	8,518,983	13,417,762	2,789,898	1,130,822	499,506	249,890
Total Beginning Fund Balance	\$ 8,518,983	\$ 8,518,983	\$ 16,438,182	\$ 4,300,108	\$ 2,641,032	\$ 2,009,716	\$ 1,760,100
Revenues							
Use of Reserves - Parking	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction Impact Fees	110,000	86,915	110,000	110,000	110,000	110,000	110,000
Refuse Vehicle Road Impact Fee	619,553	619,553	619,553	745,676	871,800	871,800	871,800
School Busing Fare Revenue	46,500	16,935	46,500	-	-	-	-
Developers Contributions	428,000	350,000	78,000	78,000	78,000	78,000	78,000
Cost Sharing - Curbs & Gutters	10,000	58,188	10,000	10,000	10,000	10,000	10,000
Cost Sharing - Traffic Calming	10,000	-	10,000	10,000	10,000	10,000	10,000
Slurry Seal	-	49,075	-	-	-	-	-
Pavement Rehab-Crack & Seal - Measure B Funding	180,000	-	360,000	180,000	180,000	180,000	180,000
Other Contributions	-	27,370	-	-	-	-	-
One-way Downtown Street	-	910	-	-	-	-	-
Other Contributions - City of San Jose	275,000	208,831	66,169	-	-	-	-
Misc CIP refund	-	64,865	-	-	-	-	-
2016 Measure B Funding	1,741,989	1,507,338	815,314	580,663	580,663	580,663	580,663
PG&E Financing for Energy Efficiency Upgrades (2008)	1,439,995	-	1,439,995	-	-	-	-
Library Lobby Sound Mit	20,755	-	20,755	-	-	-	-
Operating Transfers In							
From General Fund	5,858,207	5,858,207	3,401,479	550,000	550,000	550,000	550,000
From Open Space Reserve	152,000	152,000	-	-	-	-	-
From General Plan Update	-	-	250,000	-	-	-	-
From Stores and Vehicle Maintenance Funds	972,384	972,384	-	-	-	-	-
From Equipment Replacement	525,000	525,000	-	-	-	-	-
From Facility Maintenance	788,000	788,000	-	-	-	-	-
Total Revenues	\$ 13,177,383	\$ 11,285,571	\$ 7,227,765	\$ 2,264,339	\$ 2,390,463	\$ 2,390,463	\$ 2,390,463
TOTAL SOURCE OF FUNDS	\$ 21,696,366	\$ 19,804,553	\$ 23,665,947	\$ 6,564,447	\$ 5,031,495	\$ 4,400,179	\$ 4,150,563
USE OF FUNDS							
Total Completed Projects	\$ 4,607,713	\$ 1,273,078	\$ -	\$ -	\$ -	\$ -	\$ -
Carryforward Projects							
Open Space Trail Upgrades	152,000	-	152,000	-	-	-	-
Parks Playground Fibar Project	36,540	-	61,540	-	25,000	-	25,000
Forbes Mill Footbridge Improvements	64,431	3,207	61,224	-	-	-	-
Charter Oaks Trail Repair Project	364,891	-	364,891	-	-	-	-
Creek Trail & Parks Path & Parking Lot Seal & Striping	225,000	-	225,000	-	-	-	-
Town Plaza Turf Repairs	28,000	-	28,000	-	-	-	-
Outdoor Fitness Equipment	60,000	-	60,000	-	-	-	-
Trailhead Connector	174,226	143,747	30,479	-	-	-	-
Vegetation Management - Town-wide	500,707	-	500,707	-	-	-	-
Building Replacement at Corporation Yard	1,064,858	112,245	977,613	25,000	25,000	25,000	25,000
Library Carpet Replacement	56,500	-	56,500	-	-	-	-
Facilities Assessment	80,000	-	80,000	-	-	-	-
Information System Upgrade	180,579	103,553	77,026	-	-	-	-
Audio/Video System Upgrade	42,552	-	42,552	-	-	-	-
Town-wide Document Imaging Project	16,990	-	16,990	-	-	-	-
Engineering Document Archiving	51,716	40,000	11,716	-	-	-	-
Police Headquarters Roof Repair	50,000	47,752	2,248	-	-	-	-
Town Beautification	15,386	8,462	16,924	10,000	10,000	10,000	10,000
Silicon Valley Regional Interoperability Project (SVRIP) Service	63,452	486	62,967	-	-	-	-
EOC Communications Upgrade	30,382	1,000	29,382	-	-	-	-
IT Disaster Recovery Improvements	192,058	22,213	169,845	-	-	-	-
ADA Upgrade for Public Restrooms - Rec Building	183,000	-	183,000	-	-	-	-
Fire Suppression (Halon) for Server Rooms	200,000	-	200,000	-	-	-	-
Plaza Level Railings - Code Upgrade	30,000	-	30,000	-	-	-	-
Waterproofing Town-wide	75,000	-	75,000	-	-	-	-
ADA Restrooms and HR Offices	300,000	-	450,000	-	-	-	-
Sound Mitigation in Library Lobby	22,000	-	22,000	-	-	-	-
Computer-Aided Dispatch and Records Management System	525,000	14,186	510,814	-	-	-	-
Street Repair & Resurfacing	3,807,274	501,698	4,307,237	1,626,339	1,752,463	1,752,463	1,752,463
Annual Street Retriping	144,772	-	169,772	25,000	25,000	25,000	25,000
Traffic Calming Projects	29,699	20,449	19,250	10,000	10,000	10,000	10,000
Curb, Gutter & Sidewalk Maintenance	1,373,934	6,539	1,667,395	300,000	300,000	300,000	300,000
Retaining Wall Repairs	440,599	4,113	536,486	100,000	100,000	100,000	100,000
Quito Road - Bridge Replacement	235,087	-	285,087	-	-	-	-
Guardrail Replacement Projects	93,015	205	92,809	-	-	-	-
Downtown Parking Lots Seal Coat & Restriping	75,085	22,500	52,585	-	-	-	-
Shannon Road Class 1 Multi-use Path	129,896	20,000	109,896	-	-	-	-
Sidewalk Improvements - Multiple Locations	60,000	-	60,000	-	-	-	-
Pilot School Busing Program	266,091	224,035	355,056	-	-	-	-
Bicycle & Pedestrian Improvements	394,306	122,211	272,095	-	-	-	-
Stormwater Master Plan	196,940	16,940	180,000	-	-	-	-
Stormwater System - Pollution Prevention Compliance	298,578	-	298,578	-	-	-	-
Public Art Gateway	25,000	4,500	25,004	-	-	-	-
Winchester Boulevard Complete Streets (Final Design)	280,000	200,053	79,948	463,250	-	-	-
Downtown Streetscape Revitalization	1,972,384	-	1,972,384	-	-	-	-
Massol Intersection Improvements	418,750	35,583	383,167	-	-	-	-
ADA Transition Plan	110,000	-	110,000	-	-	-	-
New Projects							
Adult Recreation - Floor Repair	-	-	100,000	-	-	-	-
Kennedy Sidewalk - LGB to Englewood	-	-	-	-	356,700	-	-
Roadside Fire Fuel Reduction	-	-	250,000	-	-	-	-
Parking Lot 4 Repair/Waterproofing	-	-	250,000	-	-	-	-
Shannon Road Repair	-	-	1,500,000	-	-	-	-
Blossom Hill Road Traffic Study	-	-	125,000	-	-	-	-
E. Main St. Speed Table/Raised Crosswalk	-	-	83,000	-	-	-	-
Local Road Safety Plan	-	-	28,000	-	-	-	-
Winchester Class IV Bikeway	-	-	688,555	-	-	-	-
BPOC over Highway 17 (final design)	-	-	-	946,210	-	-	-
VMT Mitigation Program	-	-	250,000	-	-	-	-
Parking Program Implementation	-	-	198,500	-	-	-	-
Total Project Expenditures	\$ 19,744,392	\$ 2,948,755	\$ 18,948,222	\$ 3,505,799	\$ 2,604,163	\$ 2,222,463	\$ 2,247,463
Operating Transfers Out							
Transfer to Equipment Replacement			\$ -	\$ -	\$ -	\$ -	\$ -
Transfer to GF	417,616	417,616	417,616	417,616	417,616	417,616	417,616
Total Operating Transfers Out	\$ 417,616	\$ 417,616	\$ 417,616	\$ 417,616	\$ 417,616	\$ 417,616	\$ 417,616
Designated for Parking	\$ 1,460,210	\$ -	\$ 2,920,420	\$ 1,460,210	\$ 1,460,210	\$ 1,460,210	\$ 1,460,210
Reserved for Comcast PEG	50,000	-	100,000	50,000	50,000	50,000	50,000
Reserved for VTA Vehicle Registration Fees	133,169	-	-	-	-	-	-
Unrestricted	24,148	16,438,182	1,279,688	1,130,822	499,506	249,890	(24,726)
Total Ending Fund Balance	\$ 1,534,358	\$ 16,438,182	\$ 4,300,108	\$ 2,641,032	\$ 2,009,716	\$ 1,760,100	\$ 1,485,484
TOTAL USE OF FUNDS	\$ 21,696,366	\$ 19,804,553	\$ 23,665,947	\$ 6,564,447	\$ 5,031,495	\$ 4,400,179	\$ 4,150,563

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GFAR FUND PROJECT SUMMARY									
	Expended Through 2019/20	Estimated Carryfwd to 2020/21	2020/21 Budget	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget	Total Budgeted	
<i>Carryforward Projects</i>									
4504 Open Space Trail Upgrades	\$ -	\$ 152,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 152,000	
1605 Parks Playground Fibar Project	63,460	36,540	25,000	-	25,000	-	25,000	175,000	
3104 Charter Oaks Trail Repair Project	109	364,891	-	-	-	-	-	365,000	
4507 Forbes Mill Footbridge Improvements	30,603	61,224	-	-	-	-	-	91,828	
4202 Town Plaza Turf Repairs	8,116	28,000	-	-	-	-	-	36,116	
4609 Creek Trail & Parks Path & Parking Lot Seal & Striping	-	225,000	-	-	-	-	-	225,000	
4006 Outdoor Fitness Equipment	-	60,000	-	-	-	-	-	60,000	
4505 Trailhead Connector	143,961	30,479	-	-	-	-	-	174,440	
4508 Vegetation Management - Town-wide	-	500,707	-	-	-	-	-	500,707	
6001 Audio/Video System Upgrade	68,048	42,552	-	-	-	-	-	110,600	
6101 Information System Upgrade	292,528	77,026	-	-	-	-	-	369,554	
6003 Town-wide Document Imaging Project	198,011	16,990	-	-	-	-	-	215,000	
2302 Building Replacement at Corporation Yard	188,187	952,613	25,000	25,000	25,000	25,000	25,000	1,265,800	
2118 Police Headquarters Roof Repair	47,752	2,248	-	-	-	-	-	50,000	
2503 Library Carpet Replacement	-	56,500	-	-	-	-	-	56,500	
2305 Engineering Document Archiving	48,284	11,716	-	-	-	-	-	60,000	
2001 Facilities Assessment	24,142	80,000	-	-	-	-	-	104,142	
2002 Town Beautification	102,702	6,924	10,000	10,000	10,000	10,000	10,000	159,625	
6305 Silicon Valley Regional Interoperability Project (SVRIP) Servi	395,661	62,967	-	-	-	-	-	458,628	
6104 IT Disaster Recovery Improvements	30,155	169,845	-	-	-	-	-	200,000	
6103 EOC Communications Upgrade	20,618	29,382	-	-	-	-	-	50,000	
2601 ADA Upgrade Public Restrooms - Adult Recreation Bldg.	-	183,000	-	-	-	-	-	183,000	
6004 Fire Suppression (Halon) for Server Rooms	-	200,000	-	-	-	-	-	200,000	
2116 Plaza Level Railings - Code Upgrade	-	30,000	-	-	-	-	-	30,000	
2010 Waterproofing Town-wide	-	75,000	-	-	-	-	-	75,000	
2117 ADA Restrooms and HR Offices	-	300,000	150,000	-	-	-	-	450,000	
2504 Sound Mitigation in Library Lobby	-	22,000	-	-	-	-	-	22,000	
6301 Computer-Aided Dispatch and Records Management System	24,476	510,814	-	-	-	-	-	535,290	
9901 Street Repair & Resurfacing	8,629,582	3,305,576	1,001,661	1,626,339	1,752,463	1,752,463	1,752,463	19,820,547	
9902 Annual Street Restriping	180,228	144,772	25,000	25,000	25,000	25,000	25,000	450,000	
9910 Traffic Calming Projects	215,750	9,250	10,000	10,000	10,000	10,000	10,000	275,000	
9921 Curb, Gutter & Sidewalk Maintenance	2,863,403	1,367,395	300,000	300,000	300,000	300,000	300,000	5,730,798	
9930 Retaining Wall Repairs	1,426,291	436,486	100,000	100,000	100,000	100,000	100,000	2,362,777	
0801 Quito Road - Bridge Replacement	64,594	235,087	50,000	-	-	-	-	349,681	
0120 Guardrail Replacement Projects	137,191	92,809	-	-	-	-	-	230,000	
0705 Downtown Parking Lots Seal Coat & Restriping	47,415	52,585	-	-	-	-	-	100,000	
0218 Shannon Road Class 1 Multi-use Path	20,104	109,896	-	-	-	-	-	130,000	
0221 Sidewalk Improvements - Multiple Locations	-	60,000	-	-	-	-	-	60,000	
0803 Hwy 17 Bicycle & Pedestrian Bridge-Design	-	-	-	946,210	-	-	-	946,210	
0128 Pilot School Busing Program	372,718	42,056	313,000	-	-	-	-	727,774	
0231 Bicycle & Pedestrian Improvements	217,906	272,095	-	-	-	-	-	490,000	
0413 Stormwater Master Plan	20,000	180,000	-	-	-	-	-	200,000	
0414 Stormwater System - Pollution Prevention Compliance	1,422	298,578	-	-	-	-	-	300,000	
2009 Public Art Gateway	4,500	20,500	4,504	-	-	-	-	29,504	
0235 Downtown Streetscape Revitalization	-	1,972,384	-	-	-	-	-	1,972,384	
0236 Massol Intersection Improvements	66,833	383,167	-	-	-	-	-	450,000	
0129 ADA Transition Plan	-	110,000	-	-	-	-	-	110,000	
0238 Winchester Boulevard Complete Streets (Final Design)	200,053	79,948	-	463,250	-	-	-	743,250	
<i>New Projects</i>									
2206 Adult Recreation - Floor Repair	-	-	100,000	-	-	-	-	100,000	
4509 Kennedy Sidewalk - LGB to Englewood	-	-	-	-	356,700	-	-	356,700	
0130 Roadside Fire Fuel Reduction	-	-	250,000	-	-	-	-	250,000	
6004 Parking Lot 4 Repair/Waterproofing	-	-	250,000	-	-	-	-	250,000	
2116 Shannon Road Repair	-	-	1,500,000	-	-	-	-	1,500,000	
2010 Blossom Hill Road Traffic Study	-	-	125,000	-	-	-	-	125,000	
2117 E. Main St. Speed Table/Raised Crosswalk	-	-	83,000	-	-	-	-	83,000	
2504 Local Road Safety Plan	-	-	28,000	-	-	-	-	28,000	
6301 Winchester Class IV Bikeway	-	-	688,555	-	-	-	-	688,555	
0235 VMT Mitigation Program	-	-	250,000	-	-	-	-	250,000	
0236 Parking Program Implementation	-	-	198,500	-	-	-	-	198,500	
Total GFAR Projects	\$ 16,154,801	\$ 13,461,002	\$ 5,487,220	\$ 3,505,799	\$ 2,604,163	\$ 2,222,463	\$ 2,247,463	\$ 45,682,911	

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TRAFFIC MITIGATION FUND STATEMENT OF SOURCE AND USE OF FUNDS

	Adjusted Budget 2019/20	Estimated 2019/20	Budget & Carryfwd 2020/21	Proposed 2021/22	Proposed 2022/23	Proposed 2023/24	Proposed 2024/25
SOURCE OF FUNDS							
Beginning Fund Balance							
Unrestricted	\$ 304,648	\$ 304,648	\$ 304,648	\$ 304,648	\$ 304,648	\$ 304,648	\$ 304,648
Deferred Traffic Mitigation							
Total Beginning Fund Balance	\$ 304,648	\$ 304,648	\$ 304,648	\$ 304,648	\$ 304,648	\$ 304,648	\$ 304,648
Revenues							
Deferred Revenue	\$ 2,130,313	\$ 293,234	\$ 1,621,939	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
In-Lieu Fees	116,126	-	-	-	-	-	-
Total Revenues	\$ 2,246,440	\$ 293,234	\$ 1,621,939	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
TOTAL SOURCE OF FUNDS	\$ 2,551,087	\$ 597,882	\$ 1,926,587	\$ 314,648	\$ 314,648	\$ 314,648	\$ 314,648
USE OF FUNDS							
Completed Projects							
TLG / Shannon Imrpovement	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cut-Through Traffic/Wood Road Roundabout	261,581	33,446	-	-	-	-	-
Blossom Hill/Cherry Blossom Intersection Improve	500,000	-	-	-	-	-	-
Carryforward Projects							
Hwy 17 Bicycle & Pedestrian Bridge-Design	\$ 147,005	\$ 147,005	\$ -	\$ -	\$ -	\$ -	\$ -
Bike & Pedestrian Improvements	34,028	378	33,650	-	-	-	-
Traffic Signal Modernization	665,668	102,406	978,289	-	-	-	-
Highway 17/9 Interchange and Capacity Improve	600,000	-	600,000	-	-	-	-
Proposed Projects							
Total Project Expenditures	\$ 2,228,282	\$ 283,234	\$ 1,611,939	\$ -	\$ -	\$ -	\$ -
	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Total Operating Transfers	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Ending Fund Balance							
Unrestricted	\$ 312,805	\$ 304,648	\$ 304,648	\$ 304,648	\$ 304,648	\$ 304,648	\$ 304,648
Total Ending Fund Balance	\$ 312,805	\$ 304,648	\$ 304,648	\$ 304,648	\$ 304,648	\$ 304,648	\$ 304,648
TOTAL USE OF FUNDS	\$ 2,551,087	\$ 597,882	\$ 1,926,587	\$ 314,648	\$ 314,648	\$ 314,648	\$ 314,648

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TRAFFIC MITIGATION FUND PROJECTS								
	Expended Through 2019/20	Estimated Carryfwd to 2020/21	2020/21 Budget	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget	Total Budgeted
<i>Carryforward Projects</i>								
0803 Hwy 17 Bicycle & Pedestrian Bridge-Design	147,005	-	-	-	-	-	-	147,005
0227 Traffic Signal Modernization	125,000	563,262	415,027	-	-	-	-	1,103,289
0231 Bicycle & Pedestrian Improvements	41,350	33,650	-	-	-	-	-	75,000
0237 Highway 17/9 Interchange and Capacity Improvements	-	600,000	-	-	-	-	-	600,000
<i>New Projects</i>								
Total Traffic Mitigation Projects	\$ 313,355	\$ 1,196,912	\$ 415,027	\$ -	\$ -	\$ -	\$ -	\$ 1,925,294

CAPITAL IMPROVEMENT PROGRAM

Financial Summaries

GRANT FUND STATEMENT OF SOURCE AND USE OF FUNDS

	Adjusted Budget 2019/20	Estimated 2019/20	Budget & Carryfwd 2020/21	Proposed 2021/22	Proposed 2022/23	Proposed 2023/24	Proposed 2024/25
SOURCE OF FUNDS							
Beginning Fund Balance							
Unrestricted	\$ 124,615	\$ 124,615	\$ (415,876)	\$ (210,038)	\$ (297,038)	\$ (297,038)	\$ (318,413)
Total Beginning Fund Balance	\$ 124,615	\$ 124,615	\$ (415,876)	\$ (210,038)	\$ (297,038)	\$ (297,038)	\$ (297,038)
Revenues							
Traffic Signal Modernization	1,387,596	60,258	1,327,339	-	-	-	-
Charter Oaks Trail Repair Project	98,889	12,290	86,599	-	-	-	-
Trailhead Connector	343,000	1,458	341,542	3,262,500	-	-	-
Hwy 17 Bicycle & Pedestrian Bridge-Design	52,995	-	52,995	4,484,093	-	-	-
Bike & Ped Improvements (BHR East & West)	281,500	-	242,000	-	-	-	-
Guardrail Replacement Projects	980,100	-	980,100	-	-	-	-
ADA Upgrade Public Restrooms - Adult Recreation Bldg	67,000	-	67,000	-	-	-	-
Sidewalk Improvements Shannon/LGB/Cherry Blossom	-	-	940,100	-	-	-	-
E. Main St. Speed Table/ Raised Crosswalk	-	-	86,200	-	-	-	-
Winchester Class IV Bikeway	-	-	293,900	-	-	-	-
Local Road Safety Program	-	-	72,000	-	-	-	-
Kennedy Sidewalk between LGB and Engelwood	-	-	-	-	805,690	-	-
Winchester Blvd. Complete Streets (Final Design)	-	-	-	996,000	-	-	-
School Bus Pilot Program	-	-	87,000	-	-	-	-
Total Revenues	\$ 3,211,080	\$ 74,006	\$ 4,576,774	\$ 8,742,593	\$ 805,690	\$ -	\$ -
TOTAL SOURCE OF FUNDS	\$ 3,335,695	\$ 198,621	\$ 4,160,898	\$ 8,532,555	\$ 508,652	\$ (297,038)	\$ (297,038)
USE OF FUNDS							
Completed Projects							
Carryforward Projects							
Charter Oaks Trail Repair Project	\$ 75,218	\$ -	\$ 75,218	\$ -	\$ -	\$ -	\$ -
Trailhead Connector	343,000	343,000	-	3,262,500	-	-	-
ADA Upgrade Public Restrooms - Adult Recreation Bldg	67,000	-	67,000	-	-	-	-
School Bus Pilot Program	-	-	87,000	87,000	-	-	-
Traffic Signal Modernization	1,785,019	15,601	1,769,418	-	-	-	-
Hwy 17 Bicycle & Pedestrian Bridge-Design	52,995	86,995	-	4,484,093	-	-	-
Bike & Ped Improvements	168,873	168,900	-	-	-	-	-
Winchester Blvd. Complete Streets (Final Design)	-	-	-	996,000	-	-	-
Guardrail Replacement Projects	980,100	-	980,100	-	-	-	-
Sidewalk Improvements Shannon/LGB/Cherry Blossom	-	-	940,100	-	-	-	-
Proposed Projects							
E. Main St. Speed Table/ Raised Crosswalk	-	-	86,200	-	-	-	-
Winchester Class IV Bikeway	-	-	293,900	-	-	-	-
Local Road Safety Program	-	-	72,000	-	-	-	-
Kennedy Sidewalk between LGB and Engelwood	-	-	-	-	805,690	-	-
Total Expenditures	\$ 3,472,206	\$ 614,496	\$ 4,370,936	\$ 8,829,593	\$ 805,690	\$ -	\$ -
Ending Fund Balance							
Unrestricted	\$ (136,511)	\$ (415,876)	\$ (210,038)	\$ (297,038)	\$ (297,038)	\$ (297,038)	\$ (297,038)
Total Ending Fund Balance	\$ (136,511)	\$ (415,876)	\$ (210,038)	\$ (297,038)	\$ (297,038)	\$ (297,038)	\$ (297,038)
TOTAL USE OF FUNDS	\$ 3,335,695	\$ 198,621	\$ 4,160,898	\$ 8,532,555	\$ 508,652	\$ (297,038)	\$ (297,038)

Note: The grants function primarily on a reimbursement basis.

CAPITAL IMPROVEMENT PROGRAM

Financial Summaries

GRANT FUNDED PROJECTS								
	Expended Through 2019/20	Estimated Carryfwd to 2020/21	2020/21 Budget	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget	Total Budgeted
<i>Carryforward Projects</i>								
4503 Charter Oaks Trail Repair Project	72,833	75,218	-	-	-	-	-	148,051
4505 Trailhead Connector	343,000	-	-	3,262,500	-	-	-	3,605,500
2601 ADA Upgrade Public Restrooms - Adult Recreation Bldg.	51,882	67,000	-	-	-	-	-	118,882
0120 Guardrail Replacement Projects	-	980,100	-	-	-	-	-	980,100
0218 Shannon Road Class 1 Multi-use Path	-	-	940,100	-	-	-	-	940,100
0803 Hwy 17 Bicycle & Pedestrian Bridge-Design	86,995	-	-	4,484,093	-	-	-	4,571,088
0128 Pilot School Busing Program	-	-	87,000	87,000	-	-	-	174,000
0227 Traffic Signal Modernization	56,982	1,769,418	-	-	-	-	-	1,826,400
0231 Bicycle & Pedestrian Improvements	281,527	-	-	-	-	-	-	281,527
0238 Winchester Boulevard Complete Streets (Final Design)	-	-	-	996,000	-	-	-	996,000
<i>New Projects</i>								
0241 Kennedy Sidewalk - LGB to Englewood	-	-	-	-	805,690	-	-	805,690
0131 E. Main St. Speed Table/Raised Crosswalk	-	-	86,200	-	-	-	-	86,200
0132 Local Road Safety Plan	-	-	72,000	-	-	-	-	72,000
0240 Winchester Class IV Bikeway	-	-	293,900	-	-	-	-	293,900
Total Grant Funded Projects	\$ 893,219	\$ 2,891,736	\$ 1,479,200	\$ 8,829,593	\$ 805,690	\$ -	\$ -	\$ 14,899,438

CAPITAL IMPROVEMENT PROGRAM

Financial Summaries

STORM BASIN FUNDS STATEMENT OF SOURCE AND USE OF FUNDS

	Adjusted Budget 2019/20	Estimated 2019/20	Budget & Carryfwd 2020/21	Proposed 2021/22	Proposed 2022/23	Proposed 2023/24	Proposed 2024/25
SOURCE OF FUNDS							
Beginning Fund Balance							
Unrestricted	\$ 2,628,557	\$ 2,628,557	\$ 2,693,640	\$ 2,344,656	\$ 2,450,726	\$ 2,559,223	\$ 2,670,175
Total Beginning Fund Balance	\$ 2,628,557	\$ 2,628,557	\$ 2,693,640	\$ 2,344,656	\$ 2,450,726	\$ 2,559,223	\$ 2,670,175
Revenues							
Drainage Fees	\$ 92,500	\$ 80,583	\$ 120,374	\$ 94,350	\$ 96,237	\$ 98,162	\$ 100,125
Interest	12,040	-	11,200	11,720	12,260	12,790	13,350
Total Revenues	\$ 104,540	\$ 80,583	\$ 131,574	\$ 106,070	\$ 108,497	\$ 110,952	\$ 113,475
TOTAL SOURCE OF FUNDS	\$ 2,733,097	\$ 2,709,140	\$ 2,825,214	\$ 2,450,726	\$ 2,559,223	\$ 2,670,175	\$ 2,783,650
USE OF FUNDS							
Completed Projects							
Carryforward Projects							
Hernandez Ave Storm Drain Improvements	-	-	-	-	-	-	65,000
Bicknall Avenue Storm Drain Improvements	50,758	15,500	60,258	-	-	-	-
Annual Storm Drain Improvement Prj	270,300	-	420,300	-	-	-	-
Proposed Projects							
Total Expenditures	\$ 321,058	\$ 15,500	\$ 480,558	\$ -	\$ -	\$ -	\$ 65,000
Ending Fund Balance							
Unrestricted	\$ 2,412,039	\$ 2,693,640	\$ 2,344,656	\$ 2,450,726	\$ 2,559,223	\$ 2,670,175	\$ 2,718,650
Total Ending Fund Balance	\$ 2,412,039	\$ 2,693,640	\$ 2,344,656	\$ 2,450,726	\$ 2,559,223	\$ 2,670,175	\$ 2,718,650
TOTAL USE OF FUNDS	\$ 2,733,097	\$ 2,709,140	\$ 2,825,214	\$ 2,450,726	\$ 2,559,223	\$ 2,670,175	\$ 2,783,650

CAPITAL IMPROVEMENT PROGRAM

Financial Summaries

STORM BASIN FUNDS PROJECTS								
	Expended Through 2019/20	Estimated Carryfwd to 2020/21	2020/21 Budget	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget	Total Budgeted
<i>Carryforward Projects</i>								
0409 Hernandez Avenue Storm Drain Improvements	\$ 17,180	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000	\$ 82,180
0410 Bicknell Road Storm Drain Improvements	160,932	35,258	25,000	-	-	-	-	221,190
0420 Annual Storm Drain Improvement Prj	29,700	270,300	150,000	-	-	-	-	450,000
<i>New Projects</i>								
Total Storm Basin Funds Projects	\$ 207,812	\$ 305,558	\$ 175,000	\$ -	\$ -	\$ -	\$ 65,000	\$ 753,370

CAPITAL IMPROVEMENT PROGRAM

Financial Summaries

UTILITY UNDERGROUND FUND STATEMENT OF SOURCE AND USE OF FUNDS

	Adjusted Budget 2019/20	Estimated 2019/20	Budget & Carryfwd 2020/21	Proposed 2021/22	Proposed 2022/23	Proposed 2023/24	Proposed 2024/25
SOURCE OF FUNDS							
Beginning Fund Balance							
Unrestricted	\$ 3,079,685	\$ 3,079,685	\$ 3,062,696	\$ 110,019	\$ 140,569	\$ 171,269	\$ 202,129
Total Beginning Fund Balance	\$ 3,079,685	\$ 3,079,685	\$ 3,062,696	\$ 110,019	\$ 140,569	\$ 171,269	\$ 202,129
Revenues							
Construction Tax	\$ 30,000	\$ 9,521	\$ 50,479	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Interest	22,490	22,490	22,490	550	700	860	1,010
Balamce from PG&E	-	-	3,810,558	-	-	-	-
Total Revenues	\$ 52,490	\$ 32,011	\$ 3,883,527	\$ 30,550	\$ 30,700	\$ 30,860	\$ 31,010
TOTAL SOURCE OF FUNDS	\$ 3,132,175	\$ 3,111,696	\$ 6,946,223	\$ 140,569	\$ 171,269	\$ 202,129	\$ 233,139
USE OF FUNDS							
Completed Projects							
Carryforward Projects							
PG&E Undergrounding	\$ 2,330,000	\$ -	\$ 6,766,000	\$ -	\$ -	\$ -	\$ -
Sidewalk Improve Shannon/LGB/Cherry Bl	119,204	49,000	70,204	-	-	-	-
New Projects							
Total Expenditures	\$ 2,449,204	\$ 49,000	\$ 6,836,204	\$ -	\$ -	\$ -	\$ -
Operating Transfers							
Total Operating Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance							
Unrestricted	682,971	3,062,696	110,019	140,569	171,269	202,129	233,139
Total Ending Fund Balance	\$ 682,971	\$ 3,062,696	\$ 110,019	\$ 140,569	\$ 171,269	\$ 202,129	\$ 233,139
TOTAL USE OF FUNDS	\$ 3,132,175	\$ 3,111,696	\$ 6,946,223	\$ 140,569	\$ 171,269	\$ 202,129	\$ 233,139

CAPITAL IMPROVEMENT PROGRAM

Financial Summaries

UTILITY UNDERGROUND FUND PROJECTS								
	Expended Through 2019/20	Estimated Carryfwd to 2020/21	2020/21 Budget	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget	Total Budgeted
<i>Carryforward Projects</i>								
0225 Utility Undergrounding Improvements	\$ -	\$ 2,330,000	\$ 4,436,000	\$ -	\$ -	\$ -	\$ -	\$ 6,766,000
0218 Shannon Road Class 1 Multi-use Path	49,000	70,204	-	-	-	-	-	\$ 119,204
<i>New Projects</i>								
Total Utility Undergrounding Projects	\$ 49,000	\$ 2,400,204	\$ 4,436,000	\$ -	\$ -	\$ -	\$ -	\$ 6,885,204

CAPITAL IMPROVEMENT PROGRAM

Financial Summaries

GAS TAX FUND STATEMENT OF SOURCE AND USE OF FUNDS

	Adjusted Budget 2019/20	Estimated 2019/20	Budget & Carryfwd 2020/21	Proposed 2021/22	Proposed 2022/23	Proposed 2023/24	Proposed 2024/25
SOURCE OF FUNDS							
Beginning Fund Balance							
Unrestricted	\$ 853,821	\$ 853,821	\$ 311,158	\$ 228,422	\$ 282,586	\$ 336,750	\$ 390,914
Total Beginning Fund Balance	\$ 853,821	\$ 853,821	\$ 311,158	\$ 228,422	\$ 282,586	\$ 336,750	\$ 390,914
Revenues							
Gas Tax	\$ 500,722	\$ 500,722	\$ 458,122	\$ 509,024	\$ 509,024	\$ 509,024	\$ 509,024
Gas Tas - Traffic Congestion	257,284	257,284	247,247	274,719	274,719	274,719	274,719
Loan Repayment	34,509	34,509	-	-	-	-	-
Road Maintenance Rehabilitation	570,895	570,895	526,739	585,265	585,265	585,265	585,265
Interest	1,210	1,210	1,210	1,210	1,210	1,210	1,210
Total Revenues	\$ 1,364,620	\$ 1,364,620	\$ 1,233,317	\$ 1,370,218	\$ 1,370,218	\$ 1,370,218	\$ 1,370,218
TOTAL SOURCE OF FUNDS	\$ 2,218,441	\$ 2,218,441	\$ 1,544,476	\$ 1,598,640	\$ 1,652,804	\$ 1,706,968	\$ 1,761,132
USE OF FUNDS							
Carryforward Projects							
St Repair & Resurfacing	1,801,282	1,801,282	1,210,054	1,210,054	1,210,054	1,210,054	1,210,054
Proposed Projects							
Total Expenditures	\$ 1,801,282	\$ 1,801,282	\$ 1,210,054	\$ 1,210,054	\$ 1,210,054	\$ 1,210,054	\$ 1,210,054
Operating Transfers	\$ 106,000	\$ 106,000	\$ 106,000	\$ 106,000	\$ 106,000	\$ 106,000	\$ 106,000
Total Operating Transfers	\$ 106,000	\$ 106,000	\$ 106,000	\$ 106,000	\$ 106,000	\$ 106,000	\$ 106,000
Ending Fund Balance							
Unrestricted	\$ 311,158	\$ 311,158	\$ 228,422	\$ 282,586	\$ 336,750	\$ 390,914	\$ 445,078
Total Ending Fund Balance	\$ 311,158	\$ 311,158	\$ 228,422	\$ 282,586	\$ 336,750	\$ 390,914	\$ 445,078
TOTAL USE OF FUNDS	\$ 2,218,441	\$ 2,218,441	\$ 1,544,476	\$ 1,598,640	\$ 1,652,804	\$ 1,706,968	\$ 1,761,132

CAPITAL IMPROVEMENT PROGRAM

Financial Summaries

GAS TAX FUND PROJECTS								
	Expended Through 2019/20	Estimated Carryfwd to 2020/21	2020/21 Budget	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget	Total Budgeted
<i>Carryforward Projects</i>								
9901 Street Repair & Resurfacing	\$ 9,681,949	\$ -	\$ 1,210,054	\$ 1,210,054	\$ 1,210,054	\$ 1,210,054	\$ 1,210,054	\$ 15,732,219
<i>New Projects</i>								
Total Gas Tax Fund Projects	\$ 9,681,949	\$ -	\$ 1,210,054	\$ 15,732,219				

CAPITAL IMPROVEMENT PROGRAM

Financial Summaries



Streets Program

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STREET IMPROVEMENT PROJECTS

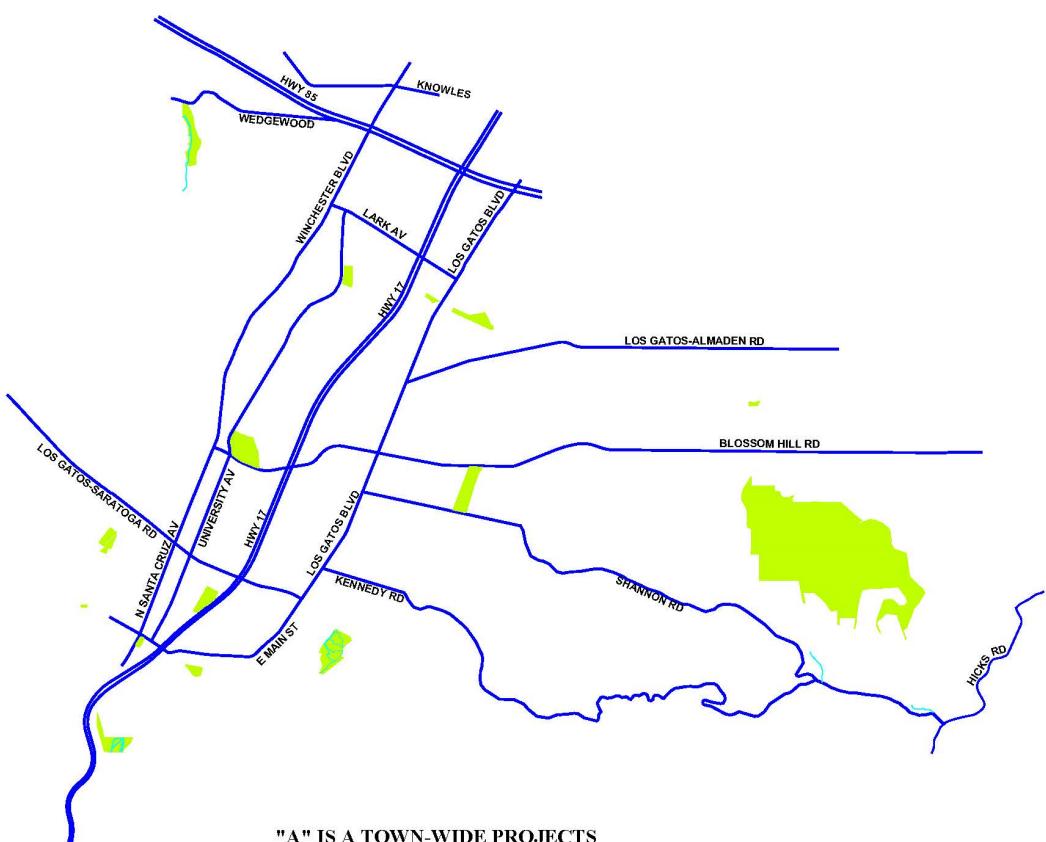
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STREETS PROGRAM
Street Reconstruction & Resurfacing



PROJECT LOCATIONS	
A	Street Repair & Resurfacing

STREETS PROGRAM
Street Reconstruction & Resurfacing

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STREETS PROGRAM

Street Reconstruction & Resurfacing

The Streets Program's *Street Reconstruction & Resurfacing* section contains Capital Improvement Program projects that resurface or repave the Town's streets as the primary scope of work. Projects may also encompass minor components of streetscape or street improvements; however, to be categorized in the Street Reconstruction & Resurfacing section, projects must have pavement rehabilitation as their main purpose. Safety issues, traffic levels, the Pavement Condition Index, available funding sources, project costs, and community impacts are all considerations in prioritizing Street Reconstruction & Resurfacing projects in the five-year Capital Improvement Program.

This section contains an annual ongoing street rehabilitation project. The dedicated ongoing funding sources for street repair are the Gas Tax, which was increased by SB 1, and Proposition 42, which total approximately \$1.2 million for FY 2020/21. In addition, Countywide Measure B (Nov 2016) increased the sales tax by ½ cent for 30 years to fund transportation related projects. One part of 2016 Measure B is a formulaic distribution of funds for roadway maintenance. The Los Gatos annual allocation will be \$580,633. Additional sources include grant funding, if secured, such as state programs that focus on funding specific street categories or that funds rehabilitation of specific arterial or collector streets.

Other than the funds mentioned above, Los Gatos has limited designated funding sources for maintaining the Town's roadway system. The Town has a Construction Impact Fee (approximately \$110,000 annually) and a Refuse Vehicle Road Impact Fee (approximately \$610,000 annually). Both of these sources recover costs for additional street and roadway repairs due to the disproportionate amount of wear and tear caused by construction and other heavy vehicles.

STREET RECONSTRUCTION & RESURFACING PROJECTS SUMMARY

FY 2020/21 - 2024/25 CAPITAL IMPROVEMENT PROGRAM STREET RECONSTRUCTION PROJECTS							
	Expended Through 2019/20	2020/21 Budget & Carryfwd*	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget	Total Budgeted
<i>Carryforward Projects</i> 9901 Street Repair & Resurfacing	\$ 18,311,531	\$ 5,517,291	\$ 2,836,393	\$ 2,962,517	\$ 2,962,517	\$ 2,962,517	\$ 35,552,766
<i>New Projects</i>							
Total Street Reconstruction Projects	\$ 18,311,531	\$ 5,517,291	\$ 2,836,393	\$ 2,962,517	\$ 2,962,517	\$ 2,962,517	\$ 35,552,766

* Total FY 2019/20 Carryforward \$3,305,576

STREETS PROGRAM

Street Reconstruction & Resurfacing



TOWN-WIDE

Project Name	Street Repair & Resurfacing	Project Number	811-9901
Department	Parks & Public Works	Project Manager	Assistant Director/Town Engineer: Lisa Petersen

Description This is an ongoing annual project for street rehabilitation throughout Town to enhance vehicle safety and to maintain the Town's roadway infrastructure.

Location This project occurs in various locations including Town-wide arterials, collectors, and neighborhood streets. To meet the SB1 requirements, every year the Council adopts a resolution identifying the streets needing repair. The final streets for the current construction season are identified at the time the specifications are brought forward for Council approval, which generally occurs in the spring.

Project Background Street rehabilitation projects are identified and prioritized according to pavement quality reflected by the Pavement Condition Index (PCI), field inspection, traffic level, and safety issues. Every three years, the Town conducts a full assessment on the condition of the streets through a consultant who specializes in the field. This assessment is funded through a grant from the Metropolitan Transportation Commission. The PCI information that results from the survey feeds into a street maintenance software program called StreetSaver. Every jurisdiction in the Bay Area uses the same program and methodology, making it the best practice in the industry.

With the PCI information in the StreetSaver database, the program can provide future high-level maintenance programs for the Town. The program emphasizes maintaining streets that have a good (above 70) PCI at that level as ongoing preventive maintenance is more cost efficient than allowing streets to reach lower PCI levels. As with many computer-generated reports, the output requires some validation and adjustment. Staff conducts this element of the work through field observations and consideration of project proximity, all with an eye towards maximizing the value to the Town. The resulting list, sized to the available budget, creates the annual list of streets for this project.

Streets in good condition should be maintained with slurry seals. Streets in worse condition can often be treated with a rubber cape seal, which is a cost effective solution for these streets, and is especially suited for residential streets and lower speed collector streets. For arterial streets with a lower PCI, an asphalt overlay is often the preferred solution with the best return on investment over time. Costs are much higher for this approach. Streets in the poor condition category often need to be reconstructed. Reconstruction is the highest cost solution for fixing streets. The Town has focused its resources on

STREETS PROGRAM

Street Reconstruction & Resurfacing

arterials and collector streets and has used asphalt overlays, rubber cape seal and slurry seal. Residential streets are typically treated with rubber cape seal and slurry seal.

The dedicated ongoing funding sources for street repair are the Gas Tax, which was increased by SB 1, and Proposition 42, which total approximately \$1,200,000 for FY 2020/21.

In November 2016, voters passed Countywide Measure B. This Measure increased the sales tax by $\frac{1}{2}$ cent for 30 years to fund transportation related projects. One part of 2016 Measure B is a formulaic distribution of funds for roadway maintenance. The Los Gatos annual allocation is \$580,633.

As part of a voter-approved measure from 2010, the Santa Clara Valley Transportation Agency (VTA) assesses a \$10 per vehicle registration surcharge to repair and rehabilitate streets. Eighty percent of the revenues collected by the VTA are returned to the local municipality in which they were generated. The remaining twenty percent is used for regional and County-wide projects. This funding source is expected to generate approximately \$180,000 annually for Los Gatos, which will be used for street rehabilitation Town-wide.

Other than the annual revenues mentioned above, Los Gatos has limited designated funding sources for maintaining the Town's roadway system. The Town has a Construction Impact Fee (approximately \$110,000 annually) and a Refuse Vehicle Road Impact Fee (approximately \$610,000 annually). Both of these sources recover costs for additional street and roadway repairs due to the disproportionate amount of wear and tear caused by construction and other heavy vehicles.

Operating Budget Impacts

Conducting preventive maintenance on the Town's roadways extends the life of the streets and reduces the need for extensive reconstruction in the future, reducing staff time spent on road maintenance. Engineering staff time for project design and oversight is addressed in the FY 2020/21 Operating Budget.

STREETS PROGRAM

Street Reconstruction & Resurfacing

Project Components & Estimated Timeline	Fall 2020	Design	Prepare plans and specifications
	Winter 2021	Bid Process	Council approves plans and authorizes bidding the project
	Summer 2021	Construction	Council awards the contract and construction process begins
	Fall 2021	Completion	Project completed

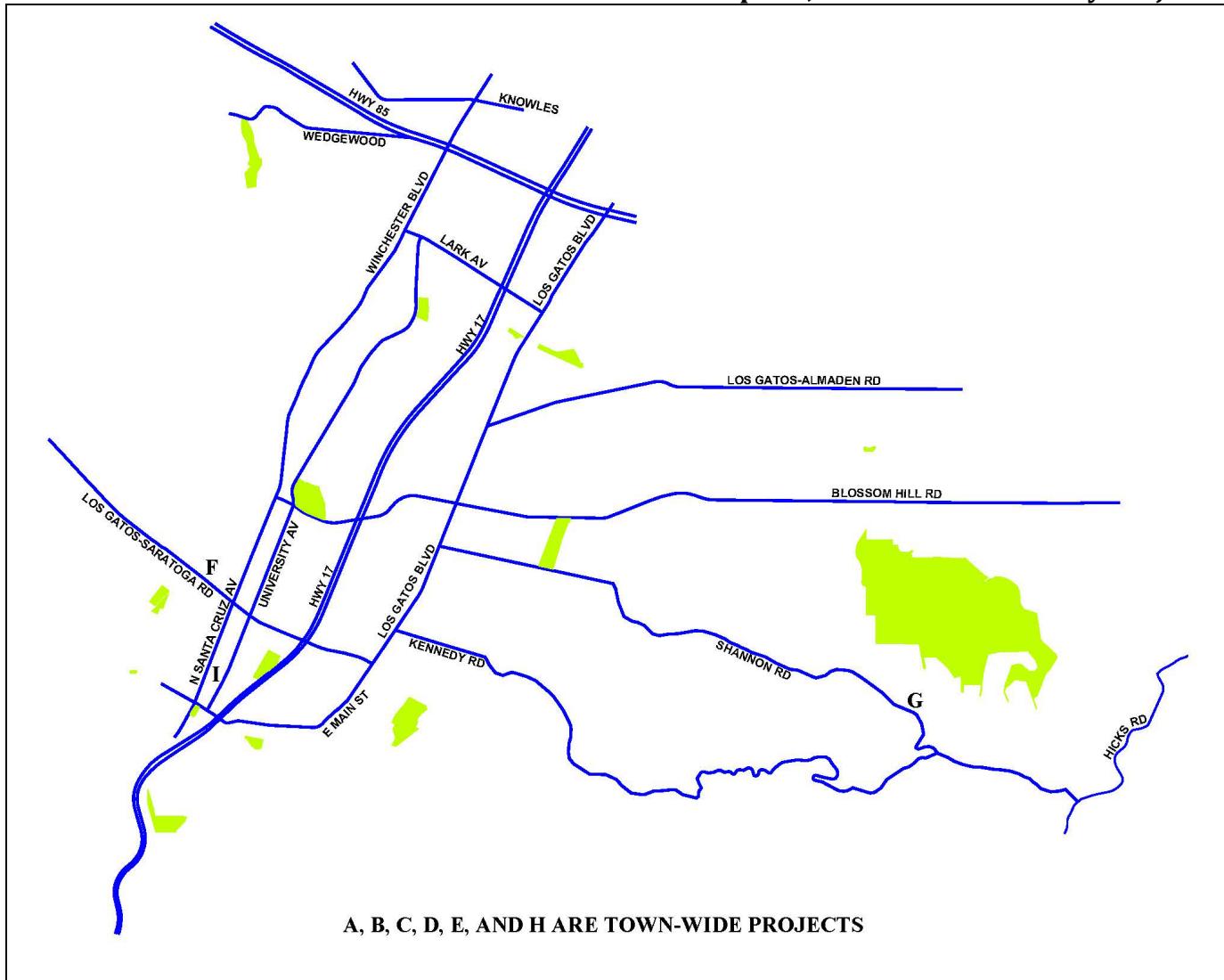
STREET REPAIR & RESURFACING										Project 811-9901
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
Vehicle License Fee - 2010 Measure B	\$ 1,173,355	\$ 8,185	\$ 255,088	\$ 180,000	\$ 435,088	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 2,336,628
VTA Allocation - 2016 Measure B	-	1,507,338	234,651	580,663	815,314	580,663	580,663	580,663	580,663	4,645,304
Other GFAR	6,954,529	(1,013,825)	2,815,837	240,998	3,056,835	865,676	991,800	991,800	991,800	12,838,615
Total GFAR	\$ 8,127,884	\$ 501,698	\$ 3,305,576	\$ 1,001,661	\$ 4,307,237	\$ 1,626,339	\$ 1,752,463	\$ 1,752,463	\$ 1,752,463	\$ 19,820,547
GAS TAX & PROP 42										
Road Maintenance and Rehabilitation Account (RMRA)	\$ -	\$ 570,895	\$ -	\$ 585,265	\$ 585,265	\$ 585,265	\$ 585,265	\$ 585,265	\$ 585,265	\$ 3,497,220
Other Gas Tax & Prop 42	7,880,666	1,230,387	-	624,789	624,789	624,789	624,789	624,789	624,789	12,234,999
TOTAL GAS TAX & PROP 42	\$ 7,880,666	\$ 1,801,282	\$ -	\$ 1,210,054	\$ 1,210,054	\$ 1,210,054	\$ 1,210,054	\$ 1,210,054	\$ 1,210,054	\$ 15,732,219
TOTAL SOURCE OF FUNDS	\$ 16,008,551	\$ 2,302,980	\$ 3,305,576	\$ 2,211,715	\$ 5,517,291	\$ 2,836,393	\$ 2,962,517	\$ 2,962,517	\$ 2,962,517	\$ 35,552,766
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	8,127,884	501,698	3,305,576	1,001,661	4,307,237	1,626,339	1,752,463	1,752,463	1,752,463	19,820,547
TOTAL GFAR	\$ 8,127,884	\$ 501,698	\$ 3,305,576	\$ 1,001,661	\$ 4,307,237	\$ 1,626,339	\$ 1,752,463	\$ 1,752,463	\$ 1,752,463	\$ 19,820,547
GAS TAX & PROP 42										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	7,880,666	1,801,282	-	1,210,054	1,210,054	1,210,054	1,210,054	1,210,054	1,210,054	15,732,219
TOTAL GAS TAX & PROP 42	\$ 7,880,666	\$ 1,801,282	\$ -	\$ 1,210,054	\$ 1,210,054	\$ 1,210,054	\$ 1,210,054	\$ 1,210,054	\$ 1,210,054	\$ 15,732,219
TOTAL USE OF FUNDS	\$ 16,008,551	\$ 2,302,980	\$ 3,305,576	\$ 2,211,715	\$ 5,517,291	\$ 2,836,393	\$ 2,962,517	\$ 2,962,517	\$ 2,962,517	\$ 35,552,766

Senate Bill 1 (2017-2018, Beall) Road Repair and Accountability Act project list:

Location	Description	Scheduled Completion	Estimated Useful Life
Winchester from Lark to Santa Cruz	Placement of rubber cape seal or overlay to maintain pavement surface. These are arterial roads and are critical for transit needs in the Town.	Fall 2021	10 - 25 years
Union Avenue from Blossom Hill Road to Los Gatos-Almaden Road	Placement of rubber cape seal or overlay to maintain pavement surface. This is an arterial road and is critical for transit needs in the Town.	Fall 2022	10 - 25 years
Quito Road from Bicknell to Woodbank	Placement of rubber cape seal or overlay to maintain pavement surface. This is an arterial road and is critical for transit needs in the Town.	Fall 2023	10 - 25 years
Santa Cruz Avenue from Blossom Hill Road to Highway 9	Placement of rubber cape seal or overlay to maintain pavement surface. This is a collector road and is critical for transit needs in the Town.	Fall 2024	10 - 25 years

STREETS PROGRAM

Street Repairs, Maintenance & Safety Projects



PROJECT LOCATIONS	
A Traffic Calming Projects	F Massol Intersection Improvements
B Curb, Gutter, & Sidewalk Maintenance	G Shannon Road Repair
C Retaining Wall Repairs	H Roadside Fire Fuel Reduction
D Annual Street Restriping	I Parking Lot 4 Repair & Waterproofing
E Guardrail Replacement Project	

STREETS PROGRAM

Street Repairs, Maintenance & Safety Projects

PROGRAM SECTION DIRECTORY	PAGE
9910 Traffic Calming Projects	C – 12
9921 Curb, Gutter, & Sidewalk Maintenance	C – 14
9930 Retaining Wall Repairs	C – 16
9902 Annual Street Restriping	C – 18
0120 Guardrail Replacement Project	C – 20
0236 Massol Intersection Improvements	C – 22
0008 Shannon Road Repair	C – 24
0130 Roadside Fire Fuel Reduction	C - 26
0708 Parking Lot 4 Repair & Waterproofing	C – 28

STREETS PROGRAM

Street Repairs, Maintenance & Safety Projects

The Streets Program's *Street Repair, Maintenance & Safety Projects* section contains Capital Improvement Program projects that repair, maintain, or enhance safety features of the Town's streets and parking lots as the primary scope of work. Projects may also encompass minor components of streetscape or street improvements; however, to be categorized in this section, street repair, maintenance, or safety enhancements must be the project's main purpose. Safety issues, available funding sources, project costs, and community impacts are all considerations in prioritizing Street Repair, Maintenance & Safety projects in the five-year Capital Improvement Program.

This section contains annual ongoing projects as well as one-time projects. GFAR funding is utilized for the Traffic Calming Projects, which are funded at \$10,000 annually. The Annual Street Restriping Project is funded at \$25,000 per year. The Curb, Gutter, and Sidewalk Maintenance Project is funded at \$300,000 per year. The Retaining Wall Repairs Project is typically funded with an ongoing GFAR stream of \$100,000 per year. While annual appropriations are planned for these ongoing projects, funding adjustments may occur from year to year to align with changing priorities and schedules.

One-time projects are prioritized by safety factors, community impacts, and the availability of grant funding. GFAR funds may also be utilized to fund a portion of grant driven projects as a grant's local "match requirement."

Los Gatos does not have an ongoing designated funding source for projects in this section.

STREET REPAIRS, MAINTENANCE & SAFETY PROJECTS SUMMARY

	Expended Through 2019/20	2020/21 Budget & Carryfwd*	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget	Total Budgeted
<i>Carryforward Projects</i>							
9910 Traffic Calming Projects	\$ 215,750	\$ 19,250	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 275,000
9921 Curb, Gutter & Sidewalk Maintenance	2,863,403	1,667,395	300,000	300,000	300,000	300,000	5,730,798
9930 Retaining Wall Repairs	1,426,291	536,486	100,000	100,000	100,000	100,000	2,362,777
9902 Annual Street Restriping	180,228	169,772	25,000	25,000	25,000	25,000	450,000
0120 Guardrail Replacement Projects	137,191	1,072,909	-	-	-	-	1,210,100
0125 Massol Intersection Improvements	66,833	383,167	-	-	-	-	450,000
<i>New Projects</i>							
0008 Shannon Road Repair	-	1,500,000	-	-	-	-	1,500,000
0130 Roadside Fire Fuel Reduction	-	250,000	-	-	-	-	250,000
0708 Parking Lot 4 Repair/Waterproofing	-	250,000	-	-	-	-	250,000
Total Maintenance & Safety Projects	\$ 4,889,696	\$ 5,848,980	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 12,478,676

* Total FY 2019/20 Carryforward \$3,413,980

STREETS PROGRAM

Street Repairs, Maintenance & Safety Projects



TOWN-WIDE

Project Name	Traffic Calming Projects	Project Number	812-9910
Department	Parks & Public Works	Project Manager	Assistant Director/Town Engineer: Lisa Petersen
Description	In accordance with the Town's Traffic Calming Policy, this project involves conducting minor traffic studies, developing and implementing traffic improvements, and installing roadway devices to further enhance school pedestrian and roadway safety near high-use crosswalks.		
Location	In FY 2020/21, funds will be used to develop a traffic calming project for Shannon Road between Los Gatos Boulevard and Short Road. The process begins with neighborhood meetings for staff to work with residents to develop a temporary traffic calming plan (TTCP). Staff will then poll the residents to determine if the devices should be installed as temporary devices. If a super majority supports the TTCP, staff will have the proposed devices installed. Four to six months after installation, staff will conduct another traffic study in the area to determine the effectiveness of these devices. Upon the completion of this study, staff will poll the residents to determine if the devices should be made permanent. If necessary, funds will be used to remove these devices.		
Project Background	In 2002, the Town implemented a Traffic Calming Policy to address and mitigate neighborhood traffic and pedestrian safety issues, such as speeding and cut-through traffic. This program relies on residents to bring projects forward at the neighborhood level. At the time the Policy was adopted, twelve project areas were under review for traffic calming improvements. To date, 14 projects have been processed, completed, or closed. Traffic calming improvements such as speed bumps, traffic circles, center medians, and bulb-outs were installed where appropriate to slow vehicles or enhance pedestrian safety.		
Operating Budget Impacts	Engineering staff time associated with these projects will be charged to the project as they are identified and delivered.		

STREETS PROGRAM

Street Repairs, Maintenance & Safety Projects

Project Components & Estimated Timeline	Summer 2020	Construct the speed hump for Massol Avenue removed by the Almond Grove Roadway Project. Schedule, notify residents and hold Neighborhood Traffic Calming meetings for Shannon Road.
	Fall 2020	Hold Neighborhood Traffic Calming meeting(s) for Shannon Road
	Winter 2020	Poll Shannon Road residents
	Spring 2021	Install temporary traffic calming devices for Shannon Road

TRAFFIC CALMING PROJECTS										Project 812-9910
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ 195,301	\$ 20,449	\$ 9,250	\$ 10,000	\$ 19,250	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 275,000
TOTAL SOURCE OF FUNDS	\$ 195,301	\$ 20,449	\$ 9,250	\$ 10,000	\$ 19,250	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 275,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	195,301	20,449	9,250	10,000	19,250	10,000	10,000	10,000	10,000	275,000
TOTAL GFAR	\$ 195,301	\$ 20,449	\$ 9,250	\$ 10,000	\$ 19,250	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 275,000
TOTAL USE OF FUNDS	\$ 195,301	\$ 20,449	\$ 9,250	\$ 10,000	\$ 19,250	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 275,000

STREETS PROGRAM

Street Repairs, Maintenance & Safety Projects



TOWN-WIDE

Project Name	Curb, Gutter, & Sidewalk Maintenance	Project Number	813-9921			
Department	Parks & Public Works	Project Manager	Assistant Director/Town Engineer: Lisa Petersen			
Description	This is an ongoing annual project for the repair and replacement of hazardous curbs, gutters, and sidewalks throughout Town to enhance pedestrian and bicyclist safety and to improve water runoff infrastructure.					
Location	Curb, gutter, and sidewalk repair projects occur throughout the Town based on priority needs.					
Project Background	Curb, gutter, and sidewalk improvements in public parking lots and rights-of-way have historically been funded by the Town. The intent of this project is to keep pace with the deterioration of sidewalks and curbs. Specific project locations are identified and prioritized based on the level of damage and accompanying potential safety issues.					
<p>The primary source of damage to sidewalks, curbs and gutters is tree root intrusion. Most of the streets in Town have mature trees in the planter areas between the sidewalks and curbs. These trees were planted many years ago without consideration of root growth and its impacts to the sidewalk, curb, and street. Over time, the tree roots cause cracks and raised concrete, leading to uneven surfaces. Staff develops an annual plan for sidewalk repair based on the level of damage as observed and reported by staff and residents, confirmed by staff inspection. The level of repair and maintenance performed in any given year has been limited by available annual funding. Funds are utilized predominantly to address locations where paving projects create a requirement for curb ramps and curb and gutter repair.</p>						
<p>In addition to sidewalk, curb and gutter maintenance, this project is used for installing Americans with Disabilities Act (ADA) accessible curb ramps on Town streets as required by federal law following Town street maintenance projects. Title II of the ADA obligates a jurisdiction to provide compliant curb ramps whenever streets are resurfaced from one intersection to another. ADA compliance has required a substantial portion of the annual funding allocation.</p>						
Operating Budget Impacts	Potential trip and fall injuries and lawsuits against the Town should be reduced by eliminating hazardous curb, gutter, and sidewalk conditions. Engineering staff time associated with these projects will be charged to the project as it is delivered.					

STREETS PROGRAM

Street Repairs, Maintenance & Safety Projects

Project Components & Estimated Timeline	Fall 2020	Design	Project design & development
	Winter 2021	Bid Process	Project bidding & contract award
	Spring 2021	Construction	Project construction
	Summer 2021	Completion	Project completion

CURB, GUTTER & SIDEWALK MAINTENANCE											Project 813-9921
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project	
	GFAR	\$ 2,856,864	\$ 6,539	\$ 1,367,395	\$ 300,000	\$ 1,667,395	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 5,730,798
TOTAL SOURCE OF FUNDS	\$ 2,856,864	\$ 6,539	\$ 1,367,395	\$ 300,000	\$ 1,667,395	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 5,730,798
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project	
GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	2,856,864	6,539	1,367,395	300,000	1,667,395	300,000	300,000	300,000	300,000	300,000	5,730,798
TOTAL GFAR	\$ 2,856,864	\$ 6,539	\$ 1,367,395	\$ 300,000	\$ 1,667,395	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 5,730,798
TOTAL USE OF FUNDS	\$ 2,856,864	\$ 6,539	\$ 1,367,395	\$ 300,000	\$ 1,667,395	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 5,730,798



TOWN-WIDE

Project Name Retaining Wall Repairs

Department Parks & Public Works

Project Number 815-9930

Project Manager Assistant Director/Town
Engineer: Lisa Petersen

Description The Retaining Wall Repair and Replacement Program focuses on the repair and/or replacement of retaining walls that have become structurally deficient.

Location Retaining wall repair projects are identified throughout the Town and are prioritized in order of repair based on safety issues, roadway impacts, retaining wall damage, and project costs.

Project Background Retaining walls are installed to hold a hillside from sliding and are placed alongside a street at strategic locations where hillside erosion is anticipated. If the retaining wall fails, the street subsequently fails; therefore, it is important to maintain the retaining walls as they are an integral part of the hillside roadway system. Some existing retaining walls have reached the end of their serviceable life and require replacement. Hillside locations are prioritized over smaller roadside embankments in accordance with the potential impacts from failures.

Retaining walls are visually inspected annually; however, unanticipated weather events can quickly erode a wall's integrity and cause failure. Town staff continues to monitor and schedule retaining wall installation and replacement as needed. Due to limited yearly funding for this project, projects are typically bid every two or three years.

Operating Budget Impacts Once repaired, improved retaining walls reduce ongoing operating costs associated with maintenance and emergency response. Engineering staff time associated with these projects will be charged to the project as it is delivered.

STREETS PROGRAM

Street Repairs, Maintenance & Safety Projects

Project Components & Estimated Timeline	Fall 2021	Design	Project design & development
	Winter 2022	Bid Process	Project bidding & contract award
	Summer 2022	Construction	Project construction
	Fall 2022	Completion	Project completion

RETAINING WALL REPAIRS										Project 815-9930
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ 1,422,178	\$ 4,113	\$ 436,486	\$ 100,000	\$ 536,486	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 2,362,777
TOTAL SOURCE OF FUNDS	\$ 1,422,178	\$ 4,113	\$ 436,486	\$ 100,000	\$ 536,486	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 2,362,777
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	1,422,178	4,113	436,486	100,000	536,486	100,000	100,000	100,000	100,000	2,362,777
TOTAL GFAR	\$ 1,422,178	\$ 4,113	\$ 436,486	\$ 100,000	\$ 536,486	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 2,362,777
TOTAL USE OF FUNDS	\$ 1,422,178	\$ 4,113	\$ 436,486	\$ 100,000	\$ 536,486	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 2,362,777

STREETS PROGRAM

Street Repairs, Maintenance & Safety Projects



TOWN-WIDE

Project Name	Annual Street Restriping	Project Number	811-9902
Department	Parks & Public Works	Project Manager	Assistant Director/Town Engineer: Lisa Petersen
Description	This project is an annual program that restripes a portion of the Town's streets, ensuring the safety of vehicles and pedestrians.		
Location	Roadway restriping work is done at various locations throughout the Town based on conditions and available funds.		
Project Background	<p>The Town initiated Town-wide striping in FY 2006/07. Due to deferred striping and marking of the Town's public streets, any striping that had been accomplished previously was done in conjunction with the resurfacing of specific streets in the Town's annual street paving project.</p> <p>This annual street restriping program installs new striping and marking for center lanes, bicycle lanes, crosswalks, stop sign and signal light markings, and other roadway signage as needed. Roadway stripes wear out due to traffic and weather which creates a safety concern. The goal is to have Town streets that are properly striped for safe operation and use by the public.</p> <p>Under this project, locations that are not scheduled for street repaving will be prioritized for restriping. The restriping of repaved streets will continue to occur in conjunction with paving contracts.</p> <p>Since FY 2007/08, the ongoing annual GFAR appropriation has been \$25,000.</p>		
Operating Budget Impacts	Engineering staff time associated with these projects will be charged to the project as the project is delivered.		

STREETS PROGRAM

Street Repairs, Maintenance & Safety Projects

Project Components & Estimated Timeline	Winter 2021	Design	Project Design & development
	Spring 2021	Bid Process	Project bidding & contract award
	Summer 2021	Construction	Project construction
	Fall 2021	Completion	Project completion

ANNUAL STREET RESTRIPIING										Project 811-9902
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ 180,228	\$ -	\$ 144,772	\$ 25,000	\$ 169,772	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 450,000
TOTAL SOURCE OF FUNDS	\$ 180,228	\$ -	\$ 144,772	\$ 25,000	\$ 169,772	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 450,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	180,228	-	144,772	25,000	169,772	25,000	25,000	25,000	25,000	450,000
TOTAL GFAR	\$ 180,228	\$ -	\$ 144,772	\$ 25,000	\$ 169,772	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 450,000
TOTAL USE OF FUNDS	\$ 180,228	\$ -	\$ 144,772	\$ 25,000	\$ 169,772	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 450,000



TOWN-WIDE

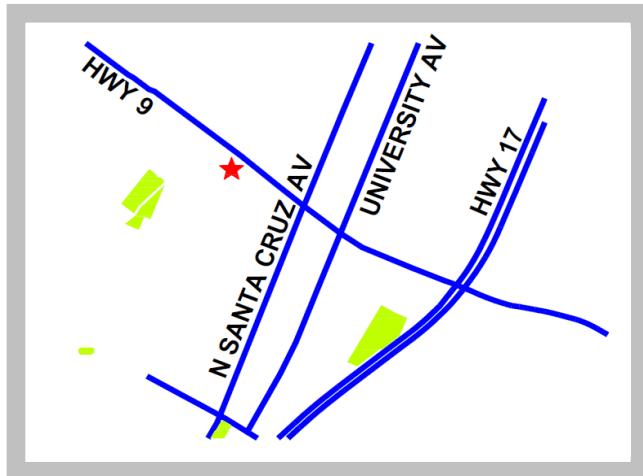
Project Name	Guardrail Replacement Project	Project Number	812-0120
Department	Parks & Public Works	Project Manager	Assistant Director/Town Engineer: Lisa Petersen
Description	The project will construct a new metal beam guardrail and replace old and damaged guardrails along sections of Town roadways.		
Location	This project will take place in various locations where guardrails are present and are in need of repair. The list of guardrails will be identified and will be brought forward to Council for approval.		
Project Background	There are many roadways throughout Town that are located near hillside areas where guardrails are present. Guardrails are often located on narrow stretches of roadway and protect vehicles and pedestrians from steep hillside embankments. Over the years, due to hillside erosion and years of deferred maintenance, the guardrails have worn out and are in need of repair or replacement. Staff will assess guardrails and determine which ones are in the most need of repair, budget permitting.		
In FY 2018/19, the Town was awarded \$980,100 in grant funds for additional guardrail work throughout the Town, which is being carried forward to FY 2020/21.			
Operating Budget Impacts	Engineering staff time associated with these projects will be charged to the project as they are identified and delivered.		

STREETS PROGRAM

Street Repairs, Maintenance & Safety Projects

Project Components & Estimated Timeline	Winter 2020	Design	Project design & development
	Fall 2020	Bid Process	Project bidding & contract award
	Winter 2021	Construction	Project construction
	Spring 2021	Completion	Project completion

GUARDRAIL REPLACEMENT PROJECTS										Project 812-0120
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ 136,986	\$ 205	\$ 92,809	\$ -	\$ 92,809	\$ -	\$ -	\$ -	\$ -	\$ 230,000
GRANTS & AWARDS	-	-	980,100	-	980,100	-	-	-	-	980,100
TOTAL SOURCE OF FUNDS	\$ 136,986	\$ 205	\$ 1,072,909	\$ -	\$ 1,072,909	\$ -	\$ -	\$ -	\$ -	\$ 1,210,100
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	136,986	205	92,809	-	92,809	-	-	-	-	230,000
TOTAL GFAR	\$ 136,986	\$ 205	\$ 92,809	\$ -	\$ 92,809	\$ -	\$ -	\$ -	\$ -	\$ 230,000
GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	980,100	-	980,100	-	-	-	-	980,100
TOTAL GFAR	\$ -	\$ -	\$ 980,100	\$ -	\$ 980,100	\$ -	\$ -	\$ -	\$ -	\$ 980,100
TOTAL USE OF FUNDS	\$ 136,986	\$ 205	\$ 1,072,909	\$ -	\$ 1,072,909	\$ -	\$ -	\$ -	\$ -	\$ 1,210,100



Project Name Massol Intersection Improvements

Project Number 813-0236

Department Parks & Public Works

Project Manager Assistant Director/Town
Engineer: Lisa Petersen

Description This project will add intersection safety improvements.

Location This project will take place at the intersection of Massol Avenue and Highway 9.

Project Background The intersection at Massol Avenue currently has no traffic control but does have a pedestrian activated flashing beacon that is intended to alert drivers when a pedestrian is crossing. Looking at accident history, this intersection experiences collisions at a higher level than other uncontrolled intersections, including a pedestrian fatality on September 1, 2017.

This project will provide green bike lanes approaching the crosswalk from both directions to alert drivers of the changing conditions and help to reduce speeds. In addition, the project will upgrade the existing flashing beacon to a LED rectangular rapidly flashing beacon (RRFB), which are utilized at many of the Town's other crosswalks. These beacons are much more intense than the existing beacon and would greatly improve the visibility of the crosswalk for drivers. This improvement has the advantage of improving safety while not impacting the flow of traffic.

Operating Budget Impacts There will be no Operating Budget impact as a result of this project. Project delivery costs for this project are included in the CIP project's total cost, which is approximately 12%.

STREETS PROGRAM

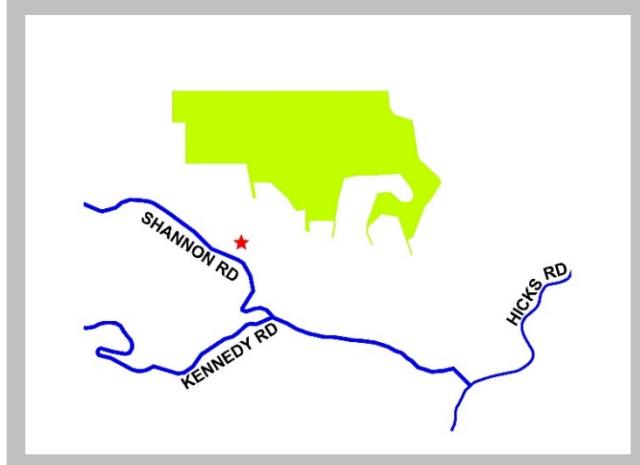
Street Repairs, Maintenance & Safety Projects

Project Components & Estimated Timeline	Fall 2019	Design	Project design & development
	Spring 2020	Bid process	Project bidding & contract award
	Summer 2020	Construction	Project construction
	Winter 2021	Completion	Project completion

MASSOL INTERSECTION IMPROVEMENTS										Project 813-0236
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ 31,250	\$ 35,583	\$ 383,167	\$ -	\$ 383,167	\$ -	\$ -	\$ -	\$ -	\$ 450,000
TOTAL SOURCE OF FUNDS	\$ 31,250	\$ 35,583	\$ 383,167	\$ -	\$ 383,167	\$ -	\$ -	\$ -	\$ -	\$ 450,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	31,250	35,583	383,167	-	383,167	-	-	-	-	450,000
TOTAL GFAR	\$ 31,250	\$ 35,583	\$ 383,167	\$ -	\$ 383,167	\$ -	\$ -	\$ -	\$ -	\$ 450,000
TOTAL USE OF FUNDS	\$ 31,250	\$ 35,583	\$ 383,167	\$ -	\$ 383,167	\$ -	\$ -	\$ -	\$ -	\$ 450,000

STREETS PROGRAM

Street Repairs, Maintenance & Safety Projects



Project Name	Shannon Road Repair	Project Number	811-0008
Department	Parks & Public Works	Project Manager	Assistant Director/Town Engineer: Lisa Petersen

Description	This project will repair the roadway on Shannon Road.
Location	This project will take place on Shannon Road between Santa Rosa Drive and Diduca Way.
Project Background	This portion of Shannon road has experienced long-term pavement cracking and settlement issues related to the downslope portion of approximately 1,300 linear feet of the paved road along Shannon Road between Santa Rosa Drive and Diduca Way. The section of the road was recently annexed into the Town of Los Gatos from unincorporated Santa Clara County. Routine maintenance undertaken by the County had typically consisted of sealing of asphalt pavement cracks and placement of additional asphalt concrete along the settling portions of the roadway to relevel the driving surface. There is reportedly up to 12 feet of asphalt along the outer edge of the road in some locations. Approximately two years ago, measures were undertaken by the County to stabilize the problematic areas of the roadway by injecting polyurethane foam below the outer half of the road embankment within the areas of historic settlement and cracking. The road was annexed to the Town from the County shortly after the completion of this repair. Despite the foam injection work, the road embankment has continued to move downslope and significant pavement distress has re-developed. The settlement has caused some of the injection pipes that were left following injection to protrude up through the pavement surface.
Operating Budget Impacts	Engineering staff time associated with this project will be charged to the project as they are identified and delivered.

STREETS PROGRAM

Street Repairs, Maintenance & Safety Projects

Project Components & Estimated Timeline	Fall 2020	Design	Project design & development
	Fall 2020	Bid process	Project bidding & contract award
	Spring 2021	Construction	Project construction
	Summer 2021	Completion	Project completion

SHANNON ROAD REPAIR										Project 811-0008
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ -	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	-	1,500,000	1,500,000	-	-	-	-	-
TOTAL GFAR	\$ -	\$ -	\$ -	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
TOTAL USE OF FUNDS	\$ -	\$ -	\$ -	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000

STREETS PROGRAM

Street Repairs, Maintenance & Safety Projects



TOWN-WIDE

Project Name	Roadside Fire Fuel Reduction	Project Number	812-0130
Department	Parks & Public Works	Project Manager	PPW Superintendent: Jim Harbin
Description	This project will perform brush/vegetation management work along hillside roadways.		
Location	This project will take place on hillside roadways in Town.		
Project Background	The Town will award a contract to perform brush/vegetation management work along hillside roadways to reduce the fuel risk in Town. These roadways are critical as ingress and egress routes in the Town, essential for both resident evacuation and emergency first responders. Fuel reduction will provide enhanced safety on these routes this project will benefit approximately 1,300 structures and will involve 11 miles of roadside clearing.		
Operating Budget Impacts	Staff time associated with this project will be charged to the project as they are identified and delivered.		

STREETS PROGRAM

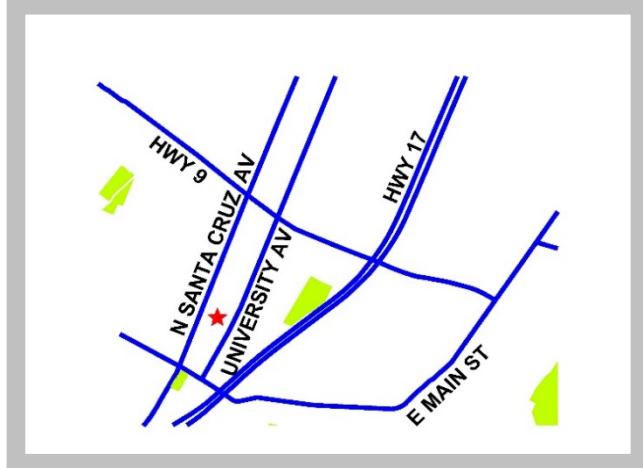
Street Repairs, Maintenance & Safety Projects

Project Components & Estimated Timeline	Fall 2020	Design	Project design & development
	Fall 2020	Bid process	Project bidding & contract award
	Spring 2021	Construction	Project construction
	Spring 2021	Completion	Project completion

ROADSIDE FIRE FUEL REDUCTION										Project 812-0130
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	-	250,000	250,000	-	-	-	-	250,000
TOTAL GFAR	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
TOTAL USE OF FUNDS	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000

STREETS PROGRAM

Street Repairs, Maintenance & Safety Projects



Project Name	Parking Lot 4 Repair & Waterproofing	Project Number	817-0708
Department	Parks & Public Works	Project Manager	PPW Superintendent: Jim Harbin
Description	This project will remove and replace sections of concrete, waterproof the upper deck, and rework the planters of Parking Lot 4.		
Location	This project is located at Parking Lot 4 which is located on Railroad Way between Elm Street and Gray's Lane		
Project Background	Parking Lot 4, which includes an underground parking garage, was constructed nearly 25 years ago and there have not been any major infrastructure improvements to this facility since then. The concrete deck has deteriorated to the point that has caused water leaking from the upper section to the underground garage below. This project will replace sections of concrete, waterproof the upper deck, and rehabilitate the planting areas.		
Operating Budget Impacts	Staff time associated with this project will be charged to the project as they are identified and delivered.		

STREETS PROGRAM

Street Repairs, Maintenance & Safety Projects

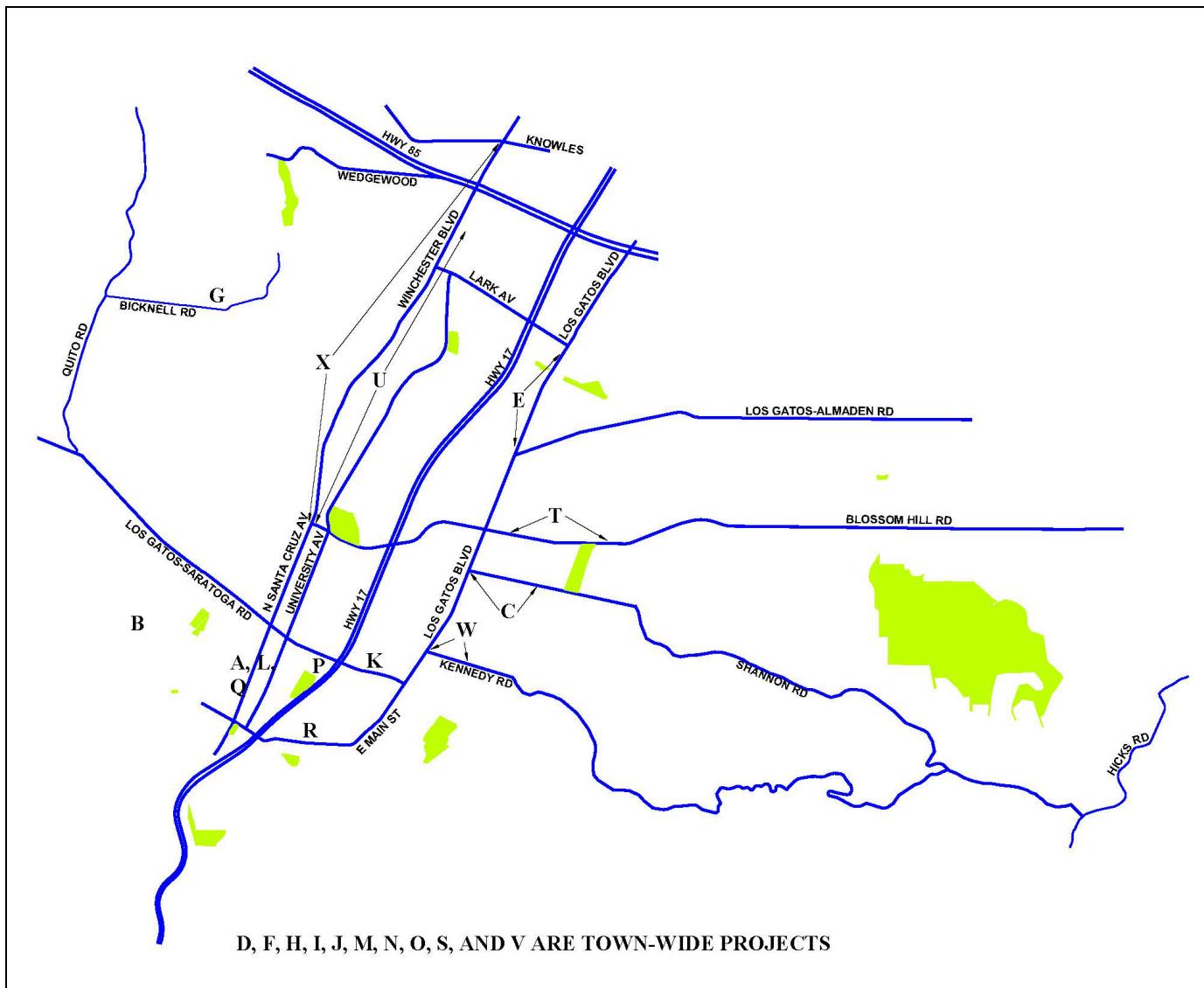
Project Components & Estimated Timeline	Summer 2019	Design	Project design & development
	Spring 2020	Bid process	Project bidding & contract award
	Summer 2020	Construction	Project construction
	Fall 2020	Completion	Project completion

PARKING LOT 4 REPAIR & WATERPROOFING										Project 817-0708
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	-	250,000	250,000	-	-	-	-	250,000
TOTAL GFAR	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
TOTAL USE OF FUNDS	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000

STREETS PROGRAM

Street Repairs, Maintenance & Safety Projects





PROJECT LOCATIONS			
A	Downtown Parking Lots Seal Coat & Restriping	M	Annual Storm Drain Improvements
B	Hernandez Avenue Storm Drain Improvements	N	Pilot School Busing Program
C	Shannon Road Class 1 Multi-use Path	O	ADA Transition Plan Update
D	Sidewalk Improvements – Multiple Locations	P	Highway 17/9 Interchange and Capacity Improvements
E	Utility Undergrounding Improvements	Q	Downtown Streetscape Revitalization
F	Traffic Signal Modernization	R	E. Main Street Speed Table/Raised Crosswalk
G	Bicknell Road Storm Drain Improvements	S	Local Road Safety Plan
H	Bicycle & Pedestrian Improvements	T	Blossom Hill Road Traffic Study
I	Stormwater Master Plan	U	Winchester Class IV Bikeway
J	Stormwater System – Pollution Prevention Compliance	V	VMT Mitigation Program
K	Public Arts Gateway	W	Kennedy Sidewalk – LGB to Englewood
L	Parking Program Implementation	X	Winchester Boulevard Complete Streets Final Design

STREETS PROGRAM

Street Improvements

PROGRAM SECTION DIRECTORY	PAGE
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0409 Hernandez Avenue Storm Drain Improvements	C - 36
0218 Shannon Road Class 1 Multi-Use Path	C - 38
0221 Sidewalk Improvements – Multiple Locations	C - 40
0225 Utility Undergrounding Improvements	C - 42
0227 Traffic Signal Modernization	C - 44
0410 Bicknell Road Storm Drain Improvements	C - 46
0231 Bicycle & Pedestrian Improvements	C - 48
0413 Stormwater Master Plan	C - 50
0414 Stormwater System – Pollution Prevention Compliance	C - 52
2009 Public Arts Gateway	C - 54
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0128 Pilot School Busing	C - 60
0129 ADA Transition Plan	C - 62
0237 Highway 17/9 Interchange and Capacity Improvements	C - 64
0235 Downtown Streetscape Revitalization	C - 66
0131 E. Main Street Speed Table/Raised Crosswalk	C - 68
0132 Local Road Safety Plan	C - 70
0239 Blossom Hill Road Traffic Study	C - 72
0240 Winchester Class IV Bikeway	C - 74
0133 VMT Mitigation Program	C - 76
0241 Kennedy Sidewalk – LGB to Englewood	C - 78
0238 Winchester Boulevard Complete Streets Final Design	C - 80

STREETS PROGRAM

Street Improvements

The Streets Program's *Street Improvements* section contains Capital Improvement Program projects that improve a roadway's function or structure, other than paving, as the primary scope of work. Typical Street Improvements projects include sidewalk, curb, and gutter improvements, storm drain improvements, the undergrounding of utilities, intersection improvements, sidewalk and median ramps, crosswalk improvements, street lighting, and retaining walls.

In this CIP, the Street Improvements section contains one-time projects and no ongoing projects. One-time Street Improvements projects are prioritized based on safety needs, traffic levels, available funding sources, project costs, and community impacts.

Traffic Mitigation Funds, Storm Drain Funds, and the Utility Underground Fund all provide designated funding revenue through development fee charges for their related project categories. Los Gatos does not have a designated funding source for other street improvements which do not fall into these categories; however, grants, in-lieu fees, CDBG funds, and community benefit funds are utilized when available.

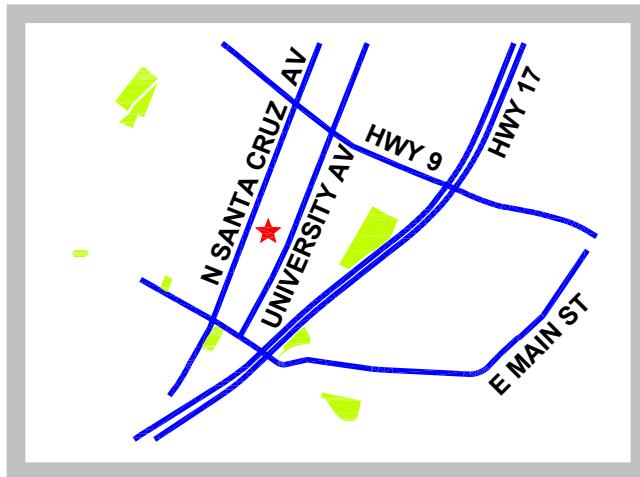
STREET IMPROVEMENT PROJECTS SUMMARY

FY 2020/21 - 2024/25 CAPITAL IMPROVEMENT PROGRAM STREET IMPROVEMENT PROJECTS							
	Expended Through 2019/20	2020/21 Budget & Carryfwd*	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget	Total Budgeted
<i>Carryforward Projects</i>							
0705 Downtown Parking Lots Seal Coat & Restriping	\$ 47,415	\$ 52,585	\$ -	\$ -	\$ -	\$ -	\$ 100,000
0409 Hernandez Avenue Storm Drain Improvements	17,180	-	-	-	-	65,000	82,180
0218 Shannon Road Class 1 Multi-use Path	69,104	1,120,200	-	-	-	-	1,189,304
0221 Sidewalk Improvements - Multiple Locations	-	60,000	-	-	-	-	60,000
0225 Utility Undergrounding Improvements	-	6,766,000	-	-	-	-	6,766,000
0227 Traffic Signal Modernization	181,982	2,747,707	-	-	-	-	2,929,689
0410 Bicknell Avenue Storm Drain Improvements	160,932	60,258	-	-	-	-	221,190
0420 Annual Storm Drain Improvements	29,700	420,300	-	-	-	-	450,000
0231 Bicycle & Pedestrian Improvements	540,783	305,745	-	-	-	-	846,527
0413 Stormwater Master Plan	20,000	180,000	-	-	-	-	200,000
0414 Stormwater System - Pollution Prevention Compliance	1,422	298,578	-	-	-	-	300,000
2009 Public Art Gateway	4,500	25,004	-	-	-	-	29,504
0128 Pilot School Busing Program	372,718	442,056	87,000	-	-	-	901,774
0129 ADA Transition Plan	-	110,000	-	-	-	-	110,000
0237 Highway 17/9 Interchange and Capacity Improvements	-	600,000	-	-	-	-	600,000
0235 Downtown Streetscape Revitalization	-	1,972,384	-	-	-	-	1,972,384
0238 Winchester Boulevard Complete Streets (Final Design)	200,053	79,948	1,459,250	-	-	-	1,739,250
<i>New Projects</i>							
0131 E. Main St. Speed Table/Raised Crosswalk	-	169,200	-	-	-	-	169,200
0132 Local Road Safety Plan	-	100,000	-	-	-	-	100,000
0239 Blossom Hill Road Traffic Study	-	125,000	-	-	-	-	125,000
0240 Winchester Class IV Bikeway	-	982,455	-	-	-	-	982,455
0133 VMT Mitigation Program	-	250,000	-	-	-	-	250,000
0241 Kennedy Sidewalk - LGB to Englewood	-	-	-	1,162,390	-	-	1,162,390
0242 Parking Program Implementation	-	198,500	-	-	-	-	198,500
Total Street Improvement Projects	\$ 1,645,788	\$ 17,065,919	\$ 1,546,250	\$ 1,162,390	\$ -	\$ 65,000	\$ 21,485,347

* Total FY 2019/20 Carryforward \$8,870,133

Unfunded Projects for future consideration

- Montebello Way Island Removal
- Blossom Hill Road & Union Avenue Improvements
- Los Gatos-Almaden Road Improvements
- Union Avenue Widening and Sidewalks
- North Santa Cruz Avenue Curb and Gutter Improvements north of Highway 9
- Sidewalk infill across from Fisher Middle School
- Downtown Parking Sign Enhancements



Project Name Downtown Parking Lots Seal Coat & Restriping

Project Number 817-0705

Department Parks & Public Works

Project Manager Assistant Director/Town Engineer: Lisa Petersen

Description This project will resurface downtown parking lots by applying a seal coat and then restriping.

Location This project is located at various Town-owned parking lots in downtown Los Gatos.

Project Background The public parking lots in downtown Los Gatos are heavily used on a daily basis. In order to keep their surfaces in good condition and prevent long term wear and damage, the parking lots need to be resurfaced and restriped. This project is necessary to prevent possible drainage or broken pavement problems in the future.

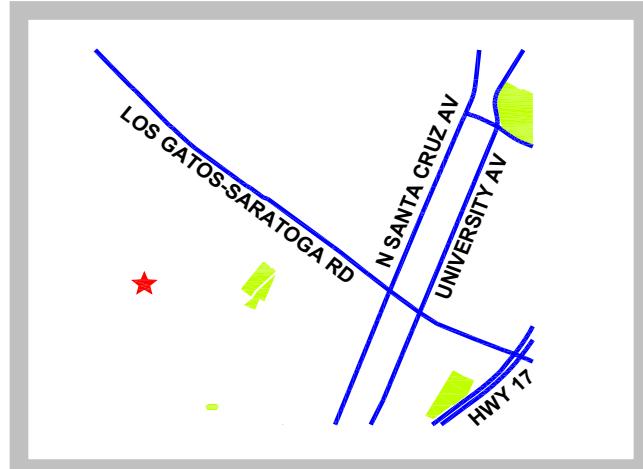
Operating Budget Impacts This project will use staff time for construction inspection and management. Engineering staff time associated with these projects will be charged to the project as it is delivered.

STREETS PROGRAM

Street Improvements

Project Components & Estimated Timeline	Winter 2020	Preliminary Design	Project design & development.
	Spring 2020	Final Design	Project bidding & contract award.
	Summer 2020	Completion	Project completion.

DOWNTOWN PARKING LOTS SEAL COAT & RESTRIPIING										Project 817-0705
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ 24,915	\$ 22,500	\$ 52,585	\$ -	\$ 52,585	\$ -	\$ -	\$ -	\$ -	\$ 100,000
TOTAL SOURCE OF FUNDS	\$ 24,915	\$ 22,500	\$ 52,585	\$ -	\$ 52,585	\$ -	\$ -	\$ -	\$ -	\$ 100,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	24,915	22,500	52,585	-	52,585	-	-	-	-	100,000
TOTAL GFAR	\$ 24,915	\$ 22,500	\$ 52,585	\$ -	\$ 52,585	\$ -	\$ -	\$ -	\$ -	\$ 100,000
TOTAL USE OF FUNDS	\$ 24,915	\$ 22,500	\$ 52,585	\$ -	\$ 52,585	\$ -	\$ -	\$ -	\$ -	\$ 100,000



Project Name	Hernandez Avenue Storm Drain Improvements	Project Number	816-0409
Department	Parks & Public Works	Project Manager	Assistant Director/Town Engineer: Lisa Petersen

Description This project will improve the Hernandez Avenue storm drain system with the installation of an underground storm drain pipe and sidewalk above.

Location The storm drain project is located on the south side of Hernandez Avenue, between Walnut Avenue and Wissahickon Avenue.

Project Background Hernandez Avenue is a hillside collector street with an incomplete sidewalk network and storm drain systems alongside the roadway. This street averages over 1,000 vehicles per day, a normal amount for a collector street. At previous neighborhood meetings, residents indicated an interest in having continuous sidewalks, particularly in the area where an open storm drain exists.

This project proposes to install an underground storm drain pipe into the existing ditch and put a concrete sidewalk, curb, and gutter system along the roadway to feed runoff water into the storm drain pipe. This street improvement addresses several neighborhood needs, including an improved drainage system, a safer pedestrian area, and an improved appearance of the neighborhood.

This project will be funded by the Storm Basin Fund. This project is scheduled for construction in FY 2022/23.

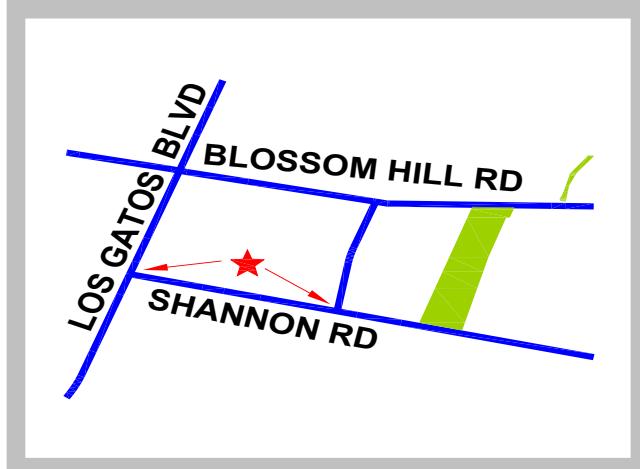
Operating Budget Impacts Ongoing operating costs would be significantly reduced as this project would eliminate the need to clean or repair the existing open ditch. Engineering staff time associated with these projects will be charged to the project as it is delivered in FY 2022/23.

STREETS PROGRAM

Street Improvements

Project Components & Estimated Timeline	Fall 2021	Design	Design project, include alternative methods and estimated costs, and determine best outcome.
	Winter 2022	Bid Process	Obtain bids from licensed contractors and submit to Council for approval.
	Summer 2023	Construction	Construction of storm drains and related street improvements.
	Fall 2023	Completion	Project completed.

HERNANDEZ AVENUE STORM DRAIN IMPROVEMENTS										Project 816-0409	
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project	
	STORM BASIN #3	\$ 17,180	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000	\$ 82,180
TOTAL SOURCE OF FUNDS		\$ 17,180	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000	\$ 82,180
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project	
STORM BASIN #3											
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-	
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-	
Consultant Services	-	-	-	-	-	-	-	-	-	-	
Project Construction Expenses	17,180	-	-	-	-	-	-	-	65,000	82,180	
TOTAL STORM BASIN		\$ 17,180	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000	\$ 82,180	
TOTAL USE OF FUNDS		\$ 17,180	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,000	\$ 82,180	



Project Name Shannon Road Class 1 Multi-Use Path

Department Parks & Public Works

Project Number 813-0218

Project Manager Assistant Director/Town Engineer: Lisa Petersen

Description This project will construct a Class I multi-use path on one side of Shannon Road between Los Gatos Blvd. and Cherry Blossom Lane. The project will demolish approximately 500 feet of existing sidewalk, fill in approximately 860 feet of sidewalk gap, construct a Class I multi-use path approximately 1360' length x 10' width with a 3' buffer between the path and the travel lane, install new ADA curb ramps, and complete sharrows on Shannon Road within the project limits. The work scope also includes new curb and gutter and utility underground work. These are necessary items to upgrade the street.

Location The project is located on Shannon Road between Los Gatos Boulevard and Cherry Blossom Lane.

Project Background Shannon Road is a heavily traveled two-lane roadway, especially when the schools are in session. Shannon Road is used by residents dropping off students at various schools, such as Blossom Hill Elementary, Van Meter Elementary, and Fisher Middle Schools. In addition, many parents walk their children to school along this segment of roadway.

Shannon Road currently has intermittent sections of sidewalk on the south side of the roadway between Los Gatos Boulevard and Cherry Blossom Lane. Most pedestrians cross Shannon Road to walk along the south side, while some walk along the unimproved shoulder on the north side. This project will complete the sidewalk segment on the north side of the roadway and reduce congestion at Shannon Road and Cherry Blossom Lane, where a 3-way stop is inundated by crossing students, crossing guards, and vehicle traffic during peak school hours.

In June 2018 the Town was awarded federal funding of \$940,100 by the Santa Clara Valley Transportation Authority (VTA) in the Vehicle Emissions Reductions Based at Schools (VERBS) Grant Program to support this project. Grants are awarded on a reimbursement basis. Although the Town was informed of the award in 2018, the funding will be recognized in the year it is received and will be shifted to the current year as the project progresses.

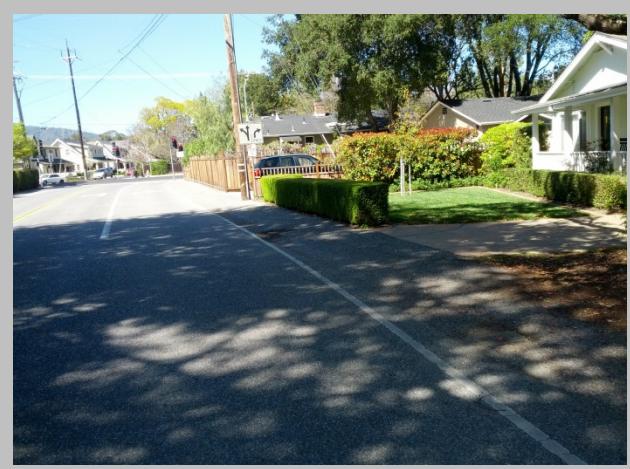
Operating Budget Impacts Engineering staff time for design and construction of this project will be addressed in the FY 2020/21 Operating Budget.

STREETS PROGRAM

Street Improvements

Project Components & Estimated Timeline	Fall 2021	Design	Project design & development					
	Winter 2022	Bid process	Project bidding & contract award					
	Summer 2022	Construction	Project construction					
	Fall 2022	Completion	Project completion					

SHANNON ROAD CLASS 1 MULTI-USE PATH										Project 813-0218
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
	GFAR	104	20,000	109,896	-	109,896	-	-	-	\$ 130,000
GRANTS & AWARDS	-	-	-	940,100	940,100	-	-	-	-	\$ 940,100
UTILITY UNDERGROUNDING	-	49,000	70,204	-	70,204	-	-	-	-	\$ 119,204
TOTAL SOURCE OF FUNDS	\$ 104	\$ 69,000	\$ 180,100	\$ 940,100	\$ 1,120,200	\$ -	\$ -	\$ -	\$ -	\$ 1,189,304
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	\$ -
GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	104	20,000	109,896	-	109,896	-	-	-	-	130,000
TOTAL GFAR	\$ 104	\$ 20,000	\$ 109,896	\$ -	\$ 109,896	\$ -	\$ -	\$ -	\$ -	\$ 130,000
GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	-	-	-	-	940,100	940,100	-	-	-	940,100
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ 940,100	\$ 940,100	\$ -	\$ -	\$ -	\$ 940,100
UNDERGROUND UTILITIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Salaries and Benfts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	-	49,000	70,204	-	70,204	-	-	-	-	\$ 119,204
TOTAL UNDERGROUND UTILITIES	\$ -	\$ 49,000	\$ 70,204	\$ -	\$ 70,204	\$ -	\$ -	\$ -	\$ -	\$ 119,204
TOTAL USE OF FUNDS	\$ 104	\$ 69,000	\$ 180,100	\$ 940,100	\$ 1,120,200	\$ -	\$ -	\$ -	\$ -	\$ 1,189,304

**TOWN-WIDE**

Project Name	Sidewalk Improvements – Multiple Locations	Project Number	813-0221
Department	Parks & Public Works	Project Manager	Assistant Director/Town Engineer: Lisa Petersen
Description	This project will construct sidewalk, curb, and gutter on the north side of Kennedy Road from Ferris Avenue to Los Gatos Boulevard and on the south side of Mitchell Avenue from George Street to Fisher Avenue.		
Location	This project is located in the following areas: Kennedy Road from Ferris Avenue to Los Gatos Boulevard; Mitchell Avenue from George Street to Fisher Avenue; and Los Gatos Boulevard/Shannon Road.		
Project Background	Kennedy Road from Ferris Avenue to Los Gatos Boulevard currently has a shoulder that is heavily utilized by parents and students walking and biking to school in the morning and afternoons. The sidewalk improvements will complete the connection in this residential block.		
<p>In 2009, the Town completed the sidewalk installation on the north side of Mitchell Avenue from George Street to Fisher Avenue. Then in 2012, sidewalk was constructed on north and south side of Mitchell Avenue between Los Gatos Boulevard and George Street as part of the redevelopment of the former Honda site. This project will complete the last component of the sidewalks in this heavily utilized pedestrian area between Van Meter Elementary and Fisher Middle Schools.</p>			
Operating Budget Impacts	Engineering staff time for design and construction of this project will be addressed in the FY 2019/20 Operating Budget.		

STREETS PROGRAM

Street Improvements

Project Components & Estimated Timeline	Fall 2019	Design	Project design & development
	Winter 2019	Bid process	Project bidding & contact award
	Spring 2020	Construction	Project construction
	Summer 2020	Completion	Project completion

SIDEWALK IMPROVEMENTS - MULTIPLE LOCATIONS										Project 813-0221
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	60,000	-	60,000	-	-	-	-	-
TOTAL GFAR	\$ -	\$ -	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000



Project Name	Utility Undergrounding Improvements	Project Number	813-0225
Department	Parks & Public Works	Project Manager	Assistant Director/Town Engineer: Lisa Petersen

Description	This project will remove utilities from above ground poles and install them underground.
Location	This project is located on Los Gatos Boulevard between Lark Avenue and Chirco Drive.
Project Background	Through the State of California's Public Utilities Commission, Pacific Gas & Electric (PG&E) collects funds from ratepayers to provide for the undergrounding of utilities. These funds grow in reserve called Rule 20A funds, until such time that local jurisdictions identify an area for this project and begin working with PG&E. The funds are limited to use on roadways where traffic is heavy, making Los Gatos Boulevard a viable location.
	The Town's allocation of Rule 20A funds has grown to the point where there is now approximately \$3.8M available for programming. These funds will never actually come to the Town, but rather PG&E will deliver the project with coordination from Town staff.
	In addition to the Rule 20A funds, the Town collects developer fees for utility undergrounding. These funds are held by the Town for future projects. Staff has asked PG&E to look at an expanded project scope utilizing some or all of the Town funds as well. This will take full advantage of economies of scale through design and construction.
	The timeframe for PG&E to deliver Rule 20A projects has been between seven and ten years; however, indications are that this project may begin sooner, depending upon other PG&E priorities, such as fire safety make identifying firm dates difficult.
Operating Budget Impacts	There will be no Operating Budget impact as a result of this project. Project delivery costs for this project are included in the CIP project's total cost. Project delivery costs are estimated at \$266,000 over the five-year term of the project or 4% of the total project cost. Project costs are significantly lower on this project due to the efficiencies in the project size and a larger proportion of work that will be coordinated by PG&E.

STREETS PROGRAM

Street Improvements

Project Components & Estimated Timeline	Winter 2020	Design	Project design & development
	Fall 2020	Construction	Project construction begins
	Spring 2021	Completion	Project completion

UTILITY UNDERGROUNDING IMPROVEMENTS										Project 813-0225
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
UTILITY UNDERGROUNDING	\$ -	\$ -	\$2,330,000	\$ 4,436,000	\$ 6,766,000	\$ -	\$ -	\$ -	\$ -	\$6,766,000
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$2,330,000	\$ 4,436,000	\$ 6,766,000	\$ -	\$ -	\$ -	\$ -	\$6,766,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
UTILITY UNDERGROUNDING										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	2,330,000	4,436,000	6,766,000	-	-	-	-	6,766,000
TOTAL GFAR	\$ -	\$ -	\$2,330,000	\$ 4,436,000	\$ 6,766,000	\$ -	\$ -	\$ -	\$ -	\$6,766,000
TOTAL USE OF FUNDS	\$ -	\$ -	\$2,330,000	\$ 4,436,000	\$ 6,766,000	\$ -	\$ -	\$ -	\$ -	\$6,766,000

**TOWN-WIDE**

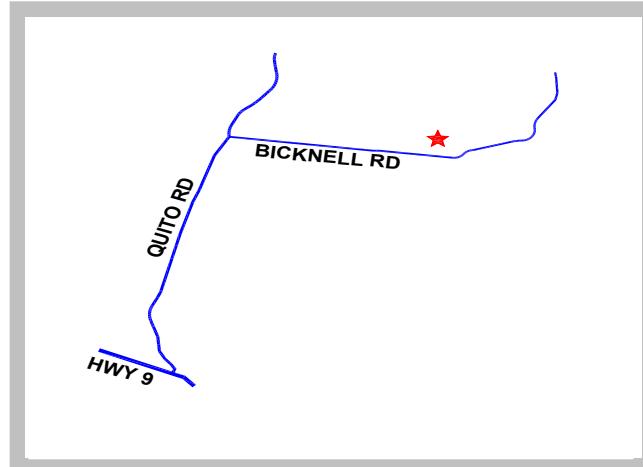
Project Name	Traffic Signal Modernization	Project Number	813-0227
Department	Parks & Public Works	Project Manager	Transportation and Mobility Manager: Ying Smith
Description	This project will modernize the Town's traffic signal controllers.		
Location	This project is located Town-wide.		
Project Background	This project will modernize the Town's traffic signal controllers to allow for greater control depending on traffic conditions, ensure that the current system meets current safety standards, and increase the traffic flow. The Town was awarded several grants through the VTA and the MTC to complement the Town's investment of Traffic Impact Mitigation Funds.		
Operating Budget Impacts	This project will use staff time for construction inspection and management. Engineering staff time associated with these projects will be charged to the project as it is delivered.		

STREETS PROGRAM

Street Improvements

Project Components & Estimated Timeline	Summer 2018	Design	Project design & development
	Fall 2019	Bid Process	Project bidding & contract award
	Fall 2020	Construction	Project construction
	Spring 2021	Completion	Project completion

TRAFFIC SIGNAL MODERNIZATION										Project 813-0227
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
TRAFFIC MITIGATION	\$ 22,594	\$ 102,406	\$ 563,262	\$ 415,027	\$ 978,289	\$ -	\$ -	\$ -	\$ -	\$ 1,103,289
GRANTS & AWARDS	41,381	15,601	1,769,418	-	\$ 1,769,418	-	-	-	-	1,826,400
TOTAL SOURCE OF FUNDS	\$ 63,975	\$ 118,007	\$ 2,332,680	\$ 415,027	\$ 2,747,707	\$ -	\$ -	\$ -	\$ -	\$ 2,929,689
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
TRAFFIC MITIGATIONS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	22,594	102,406	563,262	415,027	978,289	-	-	-	-	1,103,289
TOTAL TRAFFIC MITIGATIONS	\$ 22,594	\$ 102,406	\$ 563,262	\$ 415,027	\$ 978,289	\$ -	\$ -	\$ -	\$ -	\$ 1,103,289
GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	41,380.58	15,601	1,769,418	-	1,769,418	-	-	-	-	1,826,400
TOTAL GRANTS & AWARDS	\$ 41,381	\$ 15,601	\$ 1,769,418	\$ -	\$ 1,769,418	\$ -	\$ -	\$ -	\$ -	\$ 1,826,400
TOTAL USE OF FUNDS	\$ 63,975	\$ 118,007	\$ 2,332,680	\$ 415,027	\$ 2,747,707	\$ -	\$ -	\$ -	\$ -	\$ 2,929,689



Project Name	Bicknell Road Storm Drain Improvements	Project Number	816-0410
Department	Parks & Public Works	Project Manager	Assistant Director/Town Engineer: Lisa Petersen
Description	This project will reroute a Town storm drain line.		
Location	This project is located on Bicknell Road near Montclair.		
Project Background	This project will provide design services for the rerouting of an existing Town storm drain line from private property, after it was determined that the Town does not have a storm drain easement.		
	This project has provided challenges due to right-of-way constraints and connection to the adjacent creek. Over this fiscal year, staff will monitor the project for performance and identify any additional adjustments necessary.		
Operating Budget Impacts	This project will use staff time for construction inspection and management. The staff time for this project is included in the Department's FY 2020/21 Operating Budget.		

STREETS PROGRAM

Street Improvements

Project Components & Estimated Timeline	Fall 2019	Design	Project design & development					
	Fall 2019	Construction	Project construction					
	Winter 2020	Monitoring	Monitoring and adjustment					

BICKNELL ROAD STORM DRAIN IMPROVEMENTS									Project 816-0410	
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
	STORM BASIN #3	\$ 145,432	\$ 15,500	\$ 35,258	\$ 25,000	\$ 60,258	\$ -	\$ -	\$ -	\$ -
TOTAL SOURCE OF FUNDS	\$ 145,432	\$ 15,500	\$ 35,258	\$ 25,000	\$ 60,258	\$ -	\$ -	\$ -	\$ -	\$ 221,190
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
STORM BASIN #2										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	145,432	15,500	35,258	25,000	60,258	-	-	-	-	221,190
TOTAL STORM BASIN	\$ 145,432	\$ 15,500	\$ 35,258	\$ 25,000	\$ 60,258	\$ -	\$ -	\$ -	\$ -	\$ 221,190
TOTAL USE OF FUNDS	\$ 145,432	\$ 15,500	\$ 35,258	\$ 25,000	\$ 60,258	\$ -	\$ -	\$ -	\$ -	\$ 221,190

**TOWN-WIDE****Project Name** Bicycle & Pedestrian Improvements**Project Number** 813-0231**Department** Parks & Public Works**Project Manager** Assistant Director/Town
Engineer: Lisa Petersen**Description** This project will enhance bicycle and pedestrian safety and mobility throughout the Town.**Location** This project is located Town-wide.**Project Background** This project will enhance bicycle and pedestrian safety and mobility Town-wide in the form of multiple projects. As has been done in the previous years, staff will continue to work with Safe Routes to School, Town Commissions, the Town Council, and the general public on prioritizing projects that have been recommended in the Council adopted Bicycle and Pedestrian Master Plan. In addition, this money will be used as matching funds for available grants related to Town bicycle and pedestrian projects.

In the past the Town received Transportation Fund for Clean Air Grants for bicycle and pedestrian improvements.

Operating Budget Impacts This project will use staff time for construction inspection and management. Engineering staff time associated with these projects will be charged to the project as it is delivered.

STREETS PROGRAM

Street Improvements

Project Components & Estimated Timeline	Summer 2019	Design	Project design & development
	Fall 2019	Bid Process	Project bidding & contract award
	Winter 2019	Construction	Project construction
	Spring 2020	Completion	Project completion

BICYCLE & PEDESTRIAN IMPROVEMENTS										Project 813-0231
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
	GFAR	\$ 95,694	\$ 122,211	\$ 272,095	\$ -	\$ 272,095	\$ -	\$ -	\$ -	\$ 490,000
GRANTS & AWARDS	112,627	168,900	-							281,527
TRAFFIC MITIGATION	40,972	378	33,650							75,000
TOTAL SOURCE OF FUNDS	\$ 249,293	\$ 291,489	\$ 305,745	\$ -	\$ 305,745	\$ -	\$ -	\$ -	\$ -	\$ 846,527
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
	GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	95,694	122,211	272,095		272,095	-	-	-	-	490,000
TOTAL GFAR	\$ 95,694	\$ 122,211	\$ 272,095	\$ -	\$ 272,095	\$ -	\$ -	\$ -	\$ -	\$ 490,000
GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	112,627	168,900	-							281,527
TOTAL GRANTS & AWARDS	\$ 112,627	\$ 168,900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 281,527
TRAFFIC MITIGATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	40,972	378	33,650		33,650	-	-	-	-	75,000
TOTAL TRAFFIC MITIGATION	\$ 40,972	\$ 378	\$ 33,650	\$ -	\$ 33,650	\$ -	\$ -	\$ -	\$ -	\$ 75,000
TOTAL USE OF FUNDS	\$ 249,293	\$ 291,489	\$ 305,745	\$ -	\$ 305,745	\$ -	\$ -	\$ -	\$ -	\$ 846,527



TOWN-WIDE

Project Name	Stormwater Master Plan	Project Number	816-0413
Department	Parks & Public Works	Project Manager	PPW Director: Matt Morley
Description	This project will develop a Stormwater Master Plan.		
Location	This project is located Town-wide.		
Project Background	<p>The Town of Los Gatos does not currently have an adopted Stormwater Master Plan. This project will develop a Stormwater Collection System Master Plan and provides the Town of Los Gatos with the necessary planning tools and capital improvement projects to address flood management and water quality within the collector portion of the storm drainage system.</p> <p>The Plan will be developed to help the Town meet its overarching environmental and economic goals. The goal of the Stormwater Master Plan is to manage stormwater runoff proactively to protect water quality and to minimize impacts of localized and downstream flooding by identifying infrastructure improvements for the collection, conveyance, and treatment of stormwater runoff within the Town. The Stormwater Master Plan will prioritize storm drain and water quality improvements within the Town and provides an implementation plan for the construction of conveyance and water quality improvements.</p>		
Operating Budget Impacts	This project will use staff time for construction inspection and management. Engineering staff time associated with these projects will be charged to the project as it is delivered.		

STREETS PROGRAM

Street Improvements

Project Components & Estimated Timeline	Summer 2019	Design	Develop request for proposals
	Fall 2019	Bid Process	Award consultant agreement
	Spring 2020	Report	Conduct study
	Fall 2020	Completion	Finalize report

STORMWATER MASTER PLAN										Project 816-0413
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
	GFAR	\$ 3,060	\$ 16,940	\$ 180,000	\$ -	\$ 180,000	\$ -	\$ -	\$ -	\$ 200,000
TOTAL SOURCE OF FUNDS		\$ 3,060	\$ 16,940	\$ 180,000	\$ -	\$ 180,000	\$ -	\$ -	\$ -	\$ 200,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	3,060	16,940	180,000	-	180,000	-	-	-	-	\$ 200,000
TOTAL GFAR	\$ 3,060	\$ 16,940	\$ 180,000	\$ -	\$ 180,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
TOTAL USE OF FUNDS	\$ 3,060	\$ 16,940	\$ 180,000	\$ -	\$ 180,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000

**TOWN-WIDE**

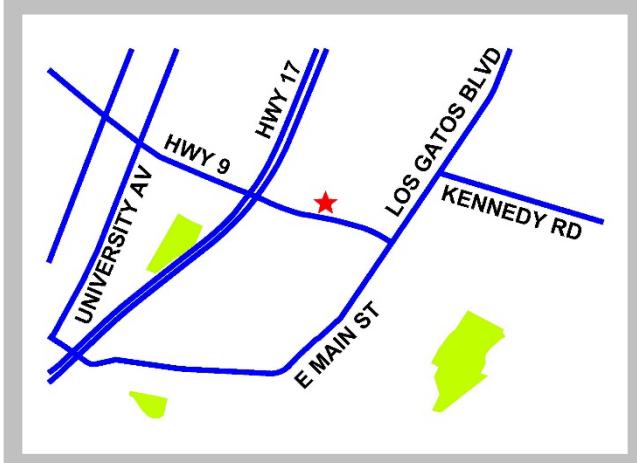
Project Name	Stormwater System – Pollution Prevention Compliance	Project Number	816-0414
Department	Parks & Public Works	Project Manager	PPW Director: Matt Morley
Description	This project will install improvements, such as trash capture devices, to reduce pollution in the storm water system.		
Location	This project is located Town-wide.		
Project Background	This project will install solutions, such as multiple trash capture devices in storm inlets, throughout the Town to meet the Municipal Regional Permit Provision C.10 trash reduction requirements. The Town has submitted a plan to meet the requirement to reduce trashload impacts to creeks which are 70% by 2017 and 100% by 2022.		
Operating Budget Impacts	This project will use staff time for construction inspection and management. Engineering staff time associated with these projects will be charged to the project as it is delivered.		

STREETS PROGRAM

Street Improvements

Project Components & Estimated Timeline	Fall 2020	Design	Project design & development
	Winter 2021	Bid Process	Project bidding & contact award
	Spring 2021	Construction	Project construction
	Summer 2021	Completion	Project completion

STORMWATER SYSTEM - POLLUTION PREVENTION COMPLIANCE										Project 816-0414
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ 1,422	\$ -	\$ 298,578	\$ -	\$ 298,578	\$ -	\$ -	\$ -	\$ -	\$ 300,000
TOTAL SOURCE OF FUNDS	\$ 1,422	\$ -	\$ 298,578	\$ -	\$ 298,578	\$ -	\$ -	\$ -	\$ -	\$ 300,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	1,422	-	298,578	-	298,578	-	-	-	-	300,000
TOTAL GFAR	\$ 1,422	\$ -	\$ 298,578	\$ -	\$ 298,578	\$ -	\$ -	\$ -	\$ -	\$ 300,000
TOTAL USE OF FUNDS	\$ 1,422	\$ -	\$ 298,578	\$ -	\$ 298,578	\$ -	\$ -	\$ -	\$ -	\$ 300,000



Project Name Public Arts Gateway

Project Number 821-2009

Department Library

Project Manager Library Director: Ryan Baker

Description This project will install a public art at a gateway location.

Location This project is located on Highway 9 near Alberto Way.

Project Background The Arts and Culture Commission identified this project as a way to enhance the appearance of the entrances into Los Gatos. At the January 31, 2017 Priority Setting, Council identified \$25,000 for public art and on April 18, 2017 the Arts and Culture Commission proposed the gateway project as the best use of the funds, which Council approved. This project will install the first phase of artwork at Town entrances based on the Town's Public Art Selection Policy and Procedures.

Operating Budget Impacts This project will use staff time for construction inspection and management. The staff time for this project is included in the Department's FY 2020/21 Operating Budget.

STREETS PROGRAM

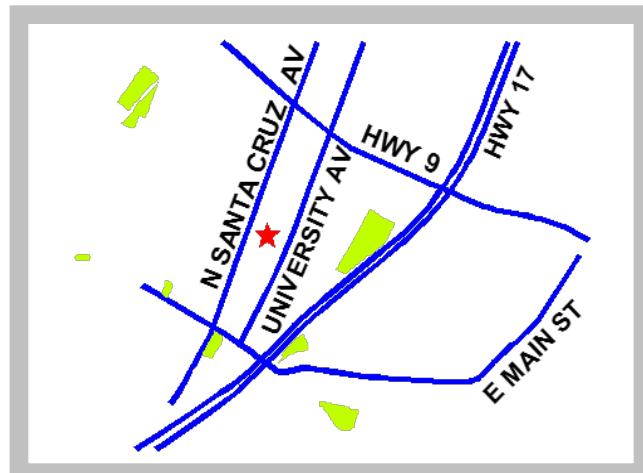
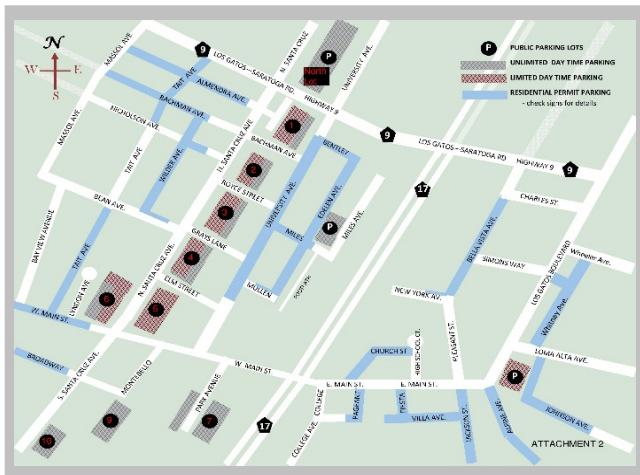
Street Improvements

Project Components & Estimated Timeline	Winter 2018	Call for artist	Project design & award
	Fall 2019	Award	Select final design & award
	Summer 2020	Construction	Project construction
	Fall 2020	Completion	Project completion

PUBLIC ARTS GATEWAY PROJECT										Project 821-2009
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ 4,500	\$ 20,500	\$ 4,504	\$ 25,004	\$ -	\$ -	\$ -	\$ -	\$ 29,504
TOTAL SOURCE OF FUNDS	\$ -	\$ 4,500	\$ 20,500	\$ 4,504	\$ 25,004	\$ -	\$ -	\$ -	\$ -	\$ 29,504
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	4,500	20,500	4,504	25,004	-	-	-	-	29,504
TOTAL GFAR	\$ -	\$ 4,500	\$ 20,500	\$ 4,504	\$ 25,004	\$ -	\$ -	\$ -	\$ -	\$ 29,504
TOTAL USE OF FUNDS	\$ -	\$ 4,500	\$ 20,500	\$ 4,504	\$ 25,004	\$ -	\$ -	\$ -	\$ -	\$ 29,504

STREETS PROGRAM

Street Improvements



Project Name Parking Program Implementation

Project Number 813-0242

Department Parks & Public Works

Project Manager PPW Director: Matt Morley

Description This project consists of the phased implementation of the recommendations found in the Comprehensive Parking Study that concluded in early 2020. First phases may include an employee permit program and a design for enhanced signage.

Location This project is located downtown and nearby neighborhoods.

Project Background In 2019 the Town conducted a Parking Study to identify the needs for parking in Los Gatos. The Parking Study provided a series of recommendations that should be implemented over time. The recommendations include adjustments to time limits, permitting programs, wayfinding or signage enhancements, and other ideas that ensure the existing inventory is utilized effectively. Later stages of the program may look at supply enhancements based on ongoing analysis.

Operating Budget Impacts This project will use staff time for project management. Engineering staff time associated with these projects will be charged to the project as it is delivered.

STREETS PROGRAM

Street Improvements

Project Components & Estimated Timeline	Fall 2020	Employee Permit Program	Implement employee permit program
	Spring 2021	Signage design	Design signage

PARKING PROGRAM IMPLEMENTATION										Project 813-0242
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ 198,500	\$ 198,500	\$ -	\$ -	\$ -	\$ -	\$ 198,500
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ -	\$ 198,500	\$ 198,500	\$ -	\$ -	\$ -	\$ -	\$ 198,500
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	-	198,500	198,500	-	-	-	-	198,500
TOTAL GFAR	\$ -	\$ -	\$ -	\$ 198,500	\$ 198,500	\$ -	\$ -	\$ -	\$ -	\$ 198,500
TOTAL USE OF FUNDS	\$ -	\$ -	\$ -	\$ 198,500	\$ 198,500	\$ -	\$ -	\$ -	\$ -	\$ 198,500

**TOWN-WIDE**

Project Name	Annual Storm Drain Improvement Project	Project Number	816-0420
Department	Parks & Public Works	Project Manager	Assistant Director/Town Engineer: Lisa Petersen
Description	This project will install infill storm drain systems that are required to enhance safety and improve infrastructure to accept water runoff.		
Location	This project is located Town-wide.		
Project Background	The Town is responsible for keeping Town roads clear of excessive water and managing storm water running down Town streets. Storm drain improvements in the Town right of ways and parking lots are necessary to manage water drainage issues within these Town locations. The intent of this project is to keep pace with the needs of the Town's storm drain system to prevent flooding in the Town right of ways.		
Operating Budget Impacts	This project will use staff time for construction inspection and management. Engineering staff time associated with these projects will be charged to the project as it is delivered.		

STREETS PROGRAM

Street Improvements

Project Components & Estimated Timeline	Summer 2020	Design	Project design & development
	Winter 2020	Bid Process	Project bidding & contract award
	Spring 2021	Construction	Project construction
	Summer 2021	Completion	Project completion

ANNUAL STORM DRAIN IMPROVEMENT PROJECT										Project 816-0420
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
STORM BASIN #1	\$ -	\$ -	\$ 100,000	\$ 50,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
STORM BASIN #2	\$ -	\$ -	\$ 100,000	\$ 50,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
STORM BASIN #3	\$ 29,700	\$ -	\$ 70,300	\$ 50,000	\$ 120,300	\$ -	\$ -	\$ -	\$ -	\$ 150,000
TOTAL SOURCE OF FUNDS	\$ 29,700	\$ -	\$ 270,300	\$ 150,000	\$ 420,300	\$ -	\$ -	\$ -	\$ -	\$ 450,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
STORM BASIN #1 <i>Project Construction Expenses</i>	-	-	100,000	50,000	150,000	-	-	-	-	\$ 150,000
TOTAL STORM BASIN #1	\$ -	\$ -	\$ 100,000	\$ 50,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
STORM BASIN #2 <i>Project Construction Expenses</i>	\$ -	\$ -	\$ 100,000	\$ 50,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
TOTAL STORM BASIN #2	\$ -	\$ -	\$ 100,000	\$ 50,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
STORM BASIN #3 <i>Project Construction Expenses</i>	\$ 29,700	\$ -	\$ 70,300	\$ 50,000	\$ 120,300	\$ -	\$ -	\$ -	\$ -	\$ 150,000
TOTAL STORM BASIN #3	\$ 29,700	\$ -	\$ 70,300	\$ 50,000	\$ 120,300	\$ -	\$ -	\$ -	\$ -	\$ 150,000
TOTAL USE OF FUNDS	\$ 29,700	\$ -	\$ 270,300	\$ 150,000	\$ 420,300	\$ -	\$ -	\$ -	\$ -	\$ 450,000



TOWN-WIDE

Project Name	Pilot School Busing	Project Number	812-0128
Department	Parks & Public Works	Project Manager	Transportation & Mobility Manager: Ying Smith
Description	<p>This project explores congestion relief through piloting school bus service. The pilot school bus service provides morning and afternoon routes to and from school with neighborhood-based stops.</p> <p>The Town is contracting with a qualified school bus transportation provider through a RFP process. The service schedule and designated pick up and drop off locations are published. Interested families may purchase an annual pass to reserve a seat. The pilot program would provide two routes for a total of 2 ½ years from January 2019 to June 2021.</p>		
Location	This project is located Town-wide.		
Project Background	<p>The Town of Los Gatos and the school community have been exploring new transit services customized to meet the needs of students traveling to and from schools. The primary areas of interest are corridors with the highest level of traffic congestion. Town staff and a consulting team completed a Congestion Relief School Bus Feasibility Study in 2018. The Town Council, at its June 5, 2018 meeting, authorized staff to proceed with a school bus pilot program. At its September 18, 2018 meeting, the Town Council authorized funding to provide a pilot service consisting of two routes for 18 months of service. At its March 3, 2020 meeting, Town Council directed staff to continue the School Bus Pilot Program for an additional year and to return to Council with options to transition the service to a different model.</p> <p>At its meeting on June 16, 2020 and after careful consideration, the Town Council directed staff to cancel the school bus program effective immediately given the uncertain environment for the 2020/21 academic year due to the COVID-19 pandemic. The pilot is completed and the 2020/21 GFAR funding may be reallocated by the Town Council for other purposes.</p>		
Operating Budget Impacts	<p>The pilot program is funded by the Town as well as fare revenue. This project will use staff time for service design. PPW staff time associated with these projects will be charged to the project as it is delivered.</p>		

STREETS PROGRAM

Street Improvements

Project Components & Estimated Timeline	Summer 2018	Design	Service plan design, marketing, customer sign up
	Fall 2018	Bid Process	RFP & service contract award, finalize service plan
	Winter 2019	Service Launch	Provide Pilot Service
	Spring 2020	Completion	Completion of pilot service

PILOT SCHOOL BUSING										Project 812-0128
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ 148,683	\$ 224,035	\$ 42,056	\$ 313,000	\$ 355,056	\$ -	\$ -	\$ -	\$ -	\$ 727,774
GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ 87,000	\$ 87,000	\$ 87,000	\$ -	\$ -	\$ -	\$ 174,000
TOTAL SOURCE OF FUNDS	\$ 148,683	\$ 224,035	\$ 42,056	\$ 400,000	\$ 442,056	\$ 87,000	\$ -	\$ -	\$ -	\$ 901,774
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	148,683	224,035	42,056	313,000	355,056	-	-	-	-	727,774
TOTAL GFAR	\$ 148,683	\$ 224,035	\$ 42,056	\$ 313,000	\$ 355,056	\$ -	\$ -	\$ -	\$ -	\$ 727,774
GRANTS & AWARDS										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	-	87,000	87,000	87,000	-	-	-	174,000
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ 87,000	\$ 87,000	\$ 87,000	\$ -	\$ -	\$ -	\$ 174,000
TOTAL USE OF FUNDS	\$ 148,683	\$ 224,035	\$ 42,056	\$ 400,000	\$ 442,056	\$ 87,000	\$ -	\$ -	\$ -	\$ 901,774

**TOWN-WIDE**

Project Name	ADA Transition Plan	Project Number	812-0129
Department	Parks & Public Works	Project Manager	Assistant Director/Town Engineer: Lisa Petersen
Description	This project will update the Town's ADA Transition Plan as required.		
Location	This project is located Town-wide.		
Project Background	The Americans with Disabilities Act (ADA), enacted on July 26, 1990, provides comprehensive rights to persons with disabilities in different areas including access to public accommodations and transportation. The ADA requires that all public agencies develop a transition plan for eliminating barriers for persons with disabilities. The Town's ADA Transition Plan has not been updated since 1994, and it is necessary to develop programs that comply with the new standards		
Operating Budget Impacts	This project will use staff time for management. Engineering staff time associated with these projects will be charged to the project as it is delivered.		

STREETS PROGRAM

Street Improvements

Project Components & Estimated Timeline	Summer 2020	Design	Develop request for proposals
	Fall 2020	Bid Process	Award consultant agreement
	Winter 2021	Report	Conduct study
	Spring 2021	Completion	Finalize report

ADA TRANSITION PLAN										Project 812-0129
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ 110,000	\$ -	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 110,000	\$ -	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	-	110,000	-	110,000	-	-	-	110,000
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ 110,000	\$ -	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 110,000	\$ -	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000



Project Name	Highway 17/9 Interchange and Capacity Improvements	Project Number	813-0237
Department	Parks & Public Works	Project Manager	Assistant Director/Town Engineer: Lisa Petersen
Description	These funds will be used as a local match necessary to begin a conceptual study for improvements at Highway 9 and Highway 17.		
Location	This project is located on Highway 9 and Highway 17.		
Project Background	<p>The Countywide 2016 Measure B sales tax measure includes investments in the regional transportation infrastructure across nine program areas. The Santa Clara Valley Transportation Authority (VTA) manages the 2016 Measure B program and the VTA Board approves project prioritization and funding. The VTA approved the first set of projects on a two-year budget cycle with a ten-year look ahead at potential projects.</p> <p>Through the process to establish the structure of and projects included in the 2016 Measure B, the Town proposed upgrades to the interchange at Highway 9 and Highway 17 as its major project in the Highway category. In reviewing the project with VTA, an opportunity exists to include two options for modifications to Highway 17 through Los Gatos. The first includes efficiency improvements such as adding auxiliary lanes and realigning existing lanes. Auxiliary lanes might include continuing the on-ramp from Lark Avenue south to the Highway 9 off-ramp, facilitating a smoother transition of traffic. The second is an expanded version that could include the addition of travel lanes on Highway 17 within the existing right of way. VTA approved 2016 Measure B funds to bring the project through preliminary design and environmental review. The allocation of 2016 Measure B funds requires at least a 10 percent contribution from non-2016 Measure B sources. While the Town is pursuing outside funds for the match, this project would set aside Town funds if needed.</p>		
Operating Budget Impacts	This project will use staff time for project management. Engineering staff time associated with these projects will be charged to the project as it is delivered.		

STREETS PROGRAM

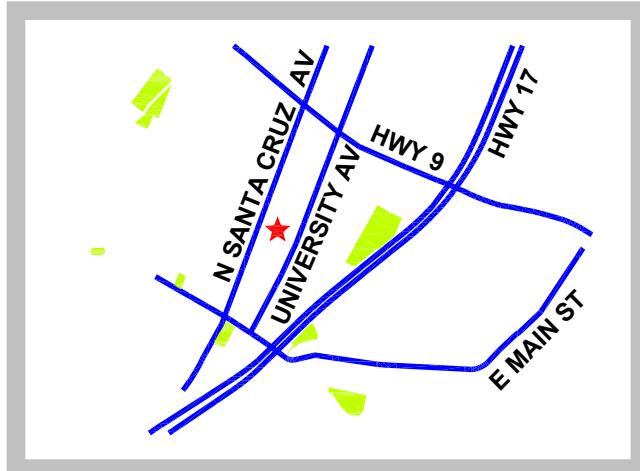
Street Improvements

Project Components & Estimated Timeline	Summer 2020	Design	Project design & development
	Summer 2021	Design Review	Review of Design

HIGHWAY 17/9 INTERCHANGE & CAPACITY IMPROVEMENTS										Project 813-0237
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
TRAFFIC MITIGATION	\$ -	\$ -	\$ 600,000	\$ -	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 600,000	\$ -	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
TRAFFIC MITIGATION										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	600,000	-	600,000	-	-	-	-	600,000
TOTAL TRAFFIC MITIGATION	\$ -	\$ -	\$ 600,000	\$ -	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 600,000	\$ -	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000

STREETS PROGRAM

Street Improvements



Project Name Downtown Streetscape Revitalization

Project Number 813-0235

Department Parks & Public Works

Project Manager PPW Director: Matt Morley

Description These funds will be used as initial funding for a larger Downtown Streetscape Revitalization project.

Location This project is located downtown.

Project Background The Downtown Streetscape infrastructure has aged and needs updating to continue to attract customers and facilitate maintenance. This initial funding set aside is in preparation for a future project to reinvent the Downtown. Past efforts that inform this project include a one-way street pilot on North Santa Cruz Avenue and a Comprehensive Downtown Parking Study. In addition, the Town's Operating Budget provides for increased attention to the maintenance of landscape and hardscape. Progress and expenditures on this project will occur only following ongoing discussion and direction from the Town Council.

On May 26, 2020, the Town Council unanimously voted to utilize the Downtown Streetscape Revitalization project to assist businesses in the economic recovery due to the COVID-19 pandemic, including the installation of temporary parklets, curbside pickup locations, and other modifications to the downtown. On June 8, 2020, Council allocated \$150,000 from the Downtown Streetscape Revitalization project for these improvements.

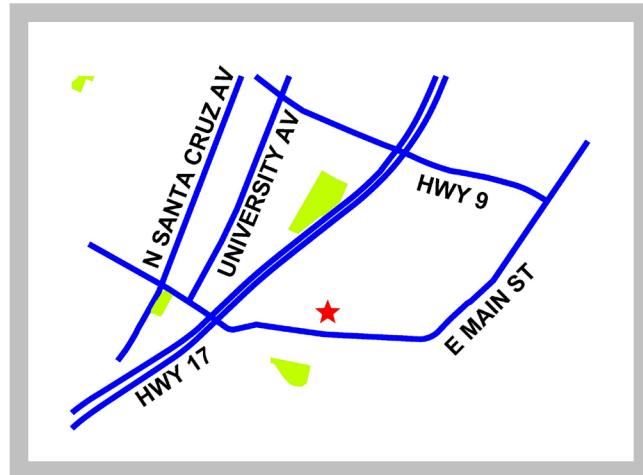
Operating Budget Impacts This project will use staff time for project management. Engineering staff time associated with these projects will be charged to the project as it is delivered.

STREETS PROGRAM

Street Improvements

Project Components & Estimated Timeline	Summer 2020	Design	Project design & development					
	TBD		Future project milestones					

DOWNTOWN STREETSCAPE REVITALIZATION										Project 813-0235
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$1,972,384	\$ -	\$ 1,972,384	\$ -	\$ -	\$ -	\$ -	\$1,972,384
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$1,972,384	\$ -	\$ 1,972,384	\$ -	\$ -	\$ -	\$ -	\$1,972,384
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Salaries and Benefits</i>										
<i>Services/Supplies/Equipment</i>										
<i>Site Acquisition & Preparation</i>										
<i>Consultant Services</i>										
<i>Project Construction Expenses</i>										
TOTAL GFAR	\$ -	\$ -	\$1,972,384	\$ -	\$ 1,972,384	\$ -	\$ -	\$ -	\$ -	\$1,972,384
TOTAL USE OF FUNDS	\$ -	\$ -	\$1,972,384	\$ -	\$ 1,972,384	\$ -	\$ -	\$ -	\$ -	\$1,972,384



Project Name E. Main Street Speed Table/Raised Crosswalk

Project Number 812-0131

Department Parks & Public Works

Project Manager PPW Assistant Director/Town Engineer: Lisa Petersen

Description The project will install two speed tables, raised crosswalks, and bulb outs on East Main Street in front of Los Gatos High School.

Location East Main Street in front of Los Gatos High School, between High School Court and Chicago Avenue.

Project Background The East Main Street Speed Table/Raised Crosswalk project includes installing two speed tables on East Main Street in front of Los Gatos High School, combined with raised crosswalks and the construction of bulb outs at all three crosswalks.

The Town received a Transportation Fund for Clean Air (TFCA) grant in the amount of \$86,200 from the Santa Clara Valley Transportation Authority (VTA) for the construction of this project.

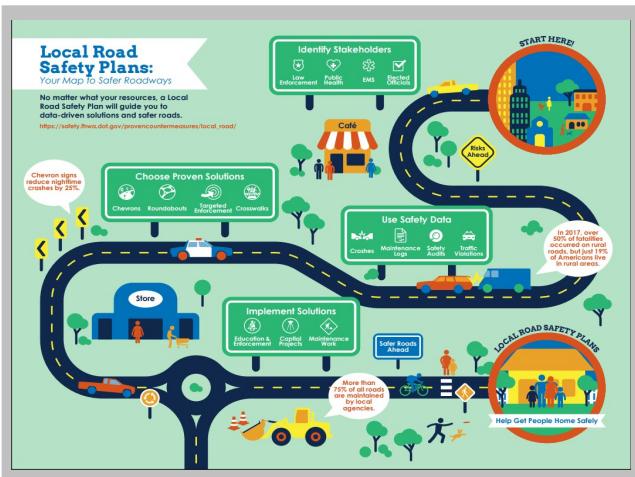
Operating Budget Impacts Engineering staff time for design and construction of this project will be addressed in the FY 2020/21 Operating Budget.

STREETS PROGRAM

Street Improvements

Project Components & Estimated Timeline	Summer 2020	Design	Project plans & specifications
	Winter 2021	Bid Process	Council approves plans & authorizes bidding the project
	Summer 2021	Construction	Council awards the contract & construction process begins
	Fall 2021	Completion	Project completed

E. MAIN ST. SPEED TABLE/RAISED CROSSWALK										Project 812-0131
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
	GFAR	\$ -	\$ -	\$ -	\$ 83,000	\$ 83,000	\$ -	\$ -	\$ -	\$ 83,000
GRANTS & AWARDS	-	-	-	86,200	86,200	-	-	-	-	86,200
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ -	\$ 169,200	\$ 169,200	\$ -	\$ -	\$ -	\$ -	\$ 169,200
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
	GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	-	83,000	83,000	-	-	-	-	83,000
TOTAL GFAR	\$ -	\$ -	\$ -	\$ 83,000	\$ 83,000	\$ -	\$ -	\$ -	\$ -	\$ 83,000
GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	-	86,200	86,200	-	-	-	-	86,200
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ 86,200	\$ 86,200	\$ -	\$ -	\$ -	\$ -	\$ 86,200
TOTAL USE OF FUNDS	\$ -	\$ -	\$ -	\$ 169,200	\$ 169,200	\$ -	\$ -	\$ -	\$ -	\$ 169,200



TOWN-WIDE

Project Name Local Road Safety Plan

Project Number 812-0132

Department Parks & Public Works

Project Manager PPW Assistant Director/Town Engineer: Lisa Petersen

Description This project will prepare a Local Road Safety Plan for the Town.

Location This project is located Town-wide.

Project Background A Local Road Safety Plan (LRSP) is a new initiative in the State's Highway Safety Improvement Program (HSIP). Preparing a LRSP is an opportunity for jurisdictions to address unique local roadway safety needs while contributing to the success of the Strategic Highway Safety Plan. The process of preparing an LRSP creates a framework to systematically identify and analyze safety problems and recommend safety improvements. Preparing an LRSP facilitates the development of local agency partnerships and collaboration, resulting in a prioritized list of improvements and actions that can demonstrate a defined need and contribute to the statewide plan. The LRSP offers a proactive approach to addressing safety needs and demonstrates agency responsiveness to safety challenges. In the future Highway Safety Improvement Program (HSIP) Calls-for-Projects, an LRSP (or its equivalent) will be preferred or required for an agency to be eligible to apply for federal HSIP funds. The Town has received HSIP grants in the past for this Plan. Completing a LRSP will ensure the Town's eligibility to apply and receive future HSIP funds.

The Town was awarded a HSIP grant for completing the LRSP in an amount of \$72,000, the maximum grant amount allowed per agency. A minimum of 10% local match is required. Staff is recommending a higher match amount of \$28,000 to have sufficient funds to prepare a high-quality product with extensive community engagement.

Operating Budget Impacts This project will use staff time for project management. Engineering staff time associated with these projects will be charged to the project as it is delivered.

STREETS PROGRAM

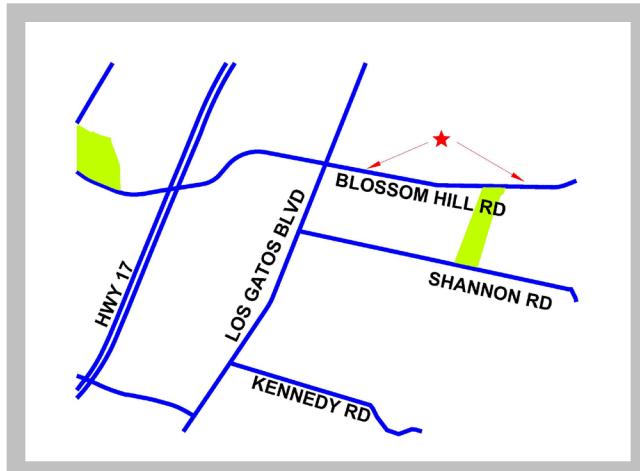
Street Improvements

Project Components & Estimated Timeline	Summer 2020	Design	Project design & development
	Fall 2020	RFP & Selection Process	Council authorizes issuing RFP Proposal evaluation and vendor selection. Council awards the contract and study begins.
	Winter 2020	Study	Study, analysis and community engagement.
	Summer 2021	Completion	Project completed.

LOCAL ROAD SAFETY PLAN										Project 812-0132
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ 28,000	\$ 28,000	\$ -	\$ -	\$ -	\$ -	\$ 28,000
GRANTS & AWARDS	-	-	-	72,000	72,000	-	-	-	-	72,000
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	-	28,000	28,000	-	-	-	-	28,000
TOTAL GFAR	\$ -	\$ -	\$ -	\$ 28,000	\$ 28,000	\$ -	\$ -	\$ -	\$ -	\$ 28,000
GRANTS & AWARDS										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	-	72,000	72,000	-	-	-	-	72,000
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ 72,000	\$ 72,000	\$ -	\$ -	\$ -	\$ -	\$ 72,000
TOTAL USE OF FUNDS	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000

STREETS PROGRAM

Street Improvements



Project Name Blossom Hill Road Traffic Study

Project Number 813-0239

Department Parks & Public Works

Project Manager PPW Assistant Director/Town Engineer: Lisa Petersen

Description These funds will be used to conduct a safety study on Blossom Hill Road.

Location This project is located on Blossom Hill Road from Camelia Terrace to Hillbrook Drive.

Project Background This project would conduct a safety study on Blossom Hill Road focusing on the areas from Camelia Terrace to Hillbrook Drive. The study would identify opportunities for improvements to the corridor to benefit multi-modal transportation, provide traffic calming, and increase safety. The study would include information on potential impacts to surrounding streets, especially residential streets, that may occur as a result of changes to Blossom Hill Road.

Operating Budget Impacts This project will use staff time for project management. Engineering staff time associated with these projects will be charged to the project as it is delivered.

STREETS PROGRAM

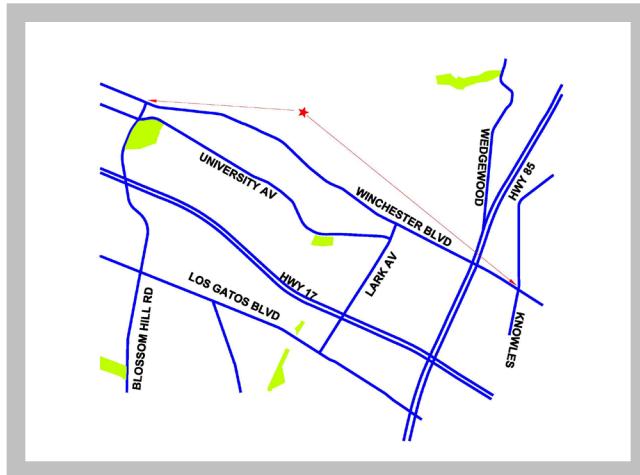
Street Improvements

Project Components & Estimated Timeline	Summer 2020	RFP Process	Conduct Request for Proposals process.
	Fall 2020	Study	Study and analysis.
	Fall 2020	Completion	Study result brought to Council for consideration.

BLOSSOM HILL ROAD TRAFFIC STUDY										Project 813-0239
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ 125,000	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ 125,000
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ -	\$ 125,000	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ 125,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	-	-	125,000	125,000	-	-	-	125,000
TOTAL GFAR	\$ -	\$ -	\$ -	\$ -	\$ 125,000	\$ 125,000	\$ -	\$ -	\$ -	\$ 125,000
TOTAL USE OF FUNDS	\$ -	\$ -	\$ -	\$ -	\$ 125,000	\$ 125,000	\$ -	\$ -	\$ -	\$ 125,000

STREETS PROGRAM

Street Improvements



Project Name Winchester Class IV Bikeway

Project Number 813-0240

Department Parks & Public Works

Project Manager PPW Assistant Director/Town Engineer: Lisa Petersen

Description The project will install Class IV protected bike lines on Winchester Boulevard.

Location This project is located on Winchester Boulevard between Blossom Hill Road and Albright Way.

Project Background Winchester Boulevard is a major arterial street parallel to Highway 17, which borders both the Town of Los Gatos and the City of Monte Sereno. The Los Gatos Bicycle and Pedestrian Master Plan (BPMP) identifies the construction of Class IV bike lanes along Winchester Boulevard as an important improvement project for the Town. On January 29, 2020, the Town was awarded a grant award of \$293,900 from the Transportation Fund for Clean Air (TFCA) Regional Fund for the Winchester Boulevard Class IV Protected Bike Lanes Project. The TFCA funds will be applied to the construction phase.

Operating Budget Impacts This project will use staff time for design and construction of this project. Engineering staff time associated with this project will be charged to the project as delivered.

STREETS PROGRAM

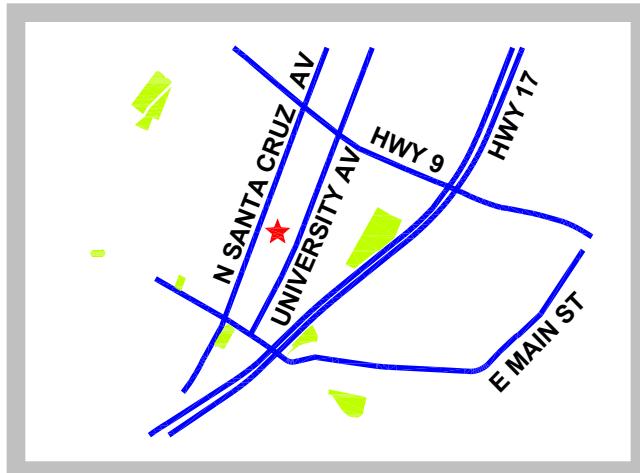
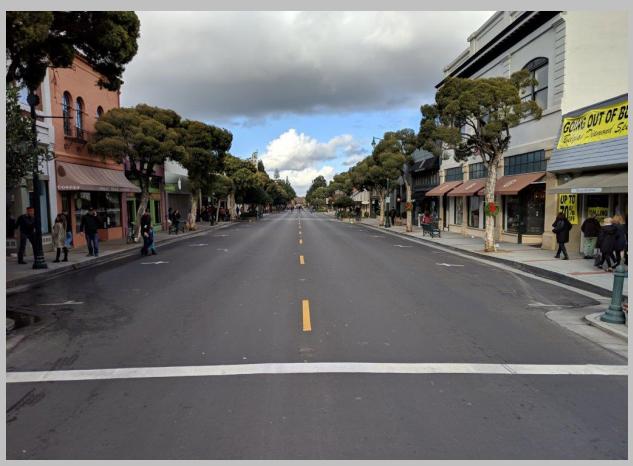
Street Improvements

Project Components & Estimated Timeline	Summer 2020	Design and Bid	Prepare plans & specifications. Council approves plans & authorizes bidding the project. Council awards the project.
	Summer 2021	Construction	Construction process begins.
	Fall 2021	Completion	Project completed.

WINCHESTER CLASS IV BIKEWAY										Project 813-0240
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ 688,555	\$ 688,555	\$ -	\$ -	\$ -	\$ -	\$ 688,555
GRANTS & AWARDS	-	-	-	293,900	293,900	-	-	-	-	293,900
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ -	\$ 982,455	\$ 982,455	\$ -	\$ -	\$ -	\$ -	\$ 982,455
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	-	688,555	688,555	-	-	-	-	688,555
TOTAL GFAR	\$ -	\$ -	\$ -	\$ 688,555	\$ 688,555	\$ -	\$ -	\$ -	\$ -	\$ 688,555
GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	-	293,900	293,900	-	-	-	-	293,900
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ 293,900	\$ 293,900	\$ -	\$ -	\$ -	\$ -	\$ 293,900
TOTAL USE OF FUNDS	\$ -	\$ -	\$ -	\$ 982,455	\$ 982,455	\$ -	\$ -	\$ -	\$ -	\$ 982,455

STREETS PROGRAM

Street Improvements



Project Name	VMT Mitigation Program	Project Number	812-0133
Department	Parks & Public Works	Project Manager	PPW Assistant Director/Town Engineer: Lisa Petersen

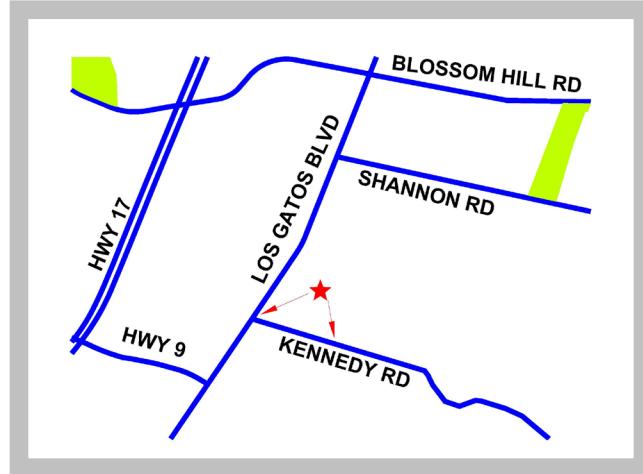
Description	This project will fund a required nexus study to establish a Vehicle Miles Travelled fee program.
Location	This project is located Town-wide.
Project Background	Staff is working a Transportation Analysis Policy and Guidelines in compliance with state law and the CEQA Guidelines. The Town will need to establish a robust VMT reduction program to lower VMT Town-wide. Based on other jurisdictions' experience and considering the local setting, the most effective and feasible actions will likely include bike and pedestrian improvements, Transportation Demand Management actions, parking and policy changes, shuttles, and financial incentives. The final policy and guidelines are expected to be adopted by the Town Council in June 2020, with follow up work on local policies through the 2020 calendar year.
	It is anticipated that the new Transportation Analysis Policy and Guidelines will make it necessary for the Town to establish a new VMT Mitigation program. The current Traffic Impact Mitigation Fee is based on roadway capacity analysis. The transition to VMT as a metric will necessitate different mitigation measures to address impacts from driving. A nexus study will be required to establish a mitigation fee program.
Operating Budget Impacts	This project will use staff time for management of this project. Engineering staff time associated with this project will be charged to the project as delivered.

STREETS PROGRAM

Street Improvements

Project Components & Estimated Timeline	Summer 2020	Design	Develop scope and RFP.
	Winter 2020	RFP & Selection Process	Council authorizes issuing RFP. Proposal evaluation and vendor selection. Council awards the contract and study begins.
	Spring 2021	Study	Study, analysis, and community engagement.
	Fall 2021	Completion	Study and recommendations completed. Council adopts the VMT Mitigation Program and Fee.

VMT MITIGATION PROGRAM AND FEE NEXUS STUDY										Project 812-0133
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	-	250,000	250,000	-	-	-	-	250,000
TOTAL GFAR	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
TOTAL USE OF FUNDS	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000



Project Name Kennedy Sidewalk – LGB to Englewood

Project Number 813-0241

Department Parks & Public Works

Project Manager PPW Assistant Director/Town Engineer: Lisa Petersen

Description The project will install sidewalks and Class II bike lanes on Kennedy Road.

Location This project location is Kennedy Road Between Los Gatos Boulevard and Englewood Avenue.

Project Background The Kennedy Road Sidewalk improvement project will provide safe connections to Los Gatos Boulevard, a destination point in Town for employment. The project is in a residential neighborhood that will provide benefits to Louise Van Meter Elementary School, R.J. Fisher Middle School, and Los Gatos High School. The project location is in close proximity to the Los Gatos and Fillmer stop on the VTA Route 27 providing access to further destinations within the Town and Blossom Hill Road.

Staff submitted a Measure B grant application to seek funding for the final design and construction of this project. The local match amount is included in this project budget. The project schedule is contingent upon Measure B award.

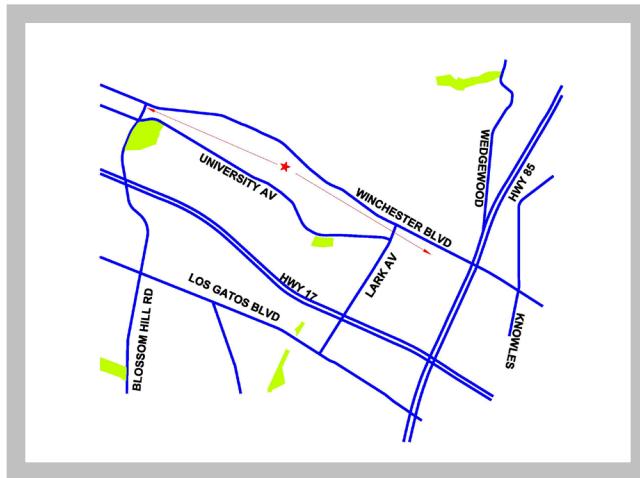
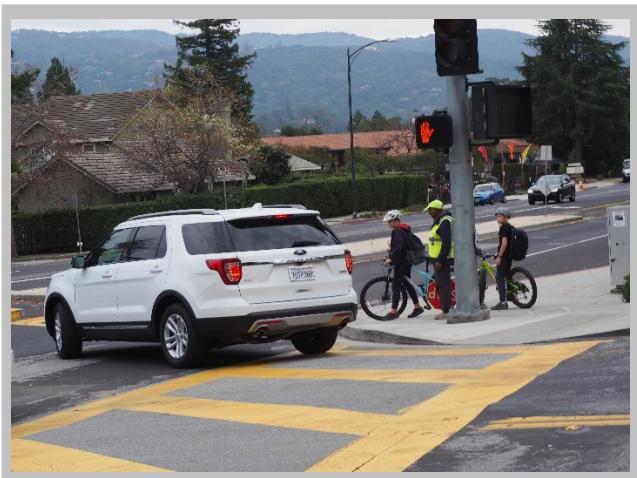
Operating Budget Impacts This project will use staff time for design and management. Engineering staff time associated with this project will be charged to the project as delivered.

STREETS PROGRAM

Street Improvements

Project Components & Estimated Timeline	Fall 2020	Design	Prepare plans & specifications.
	Spring 2021	Bid Process	Council approves plans authorizes bidding the project.
	Summer 2021	Construction	Council awards the contract and construction process begins.
	Fall 2021	Completion	Project completed.

KENNEDY SIDEWALK BETWEEN LGB AND ENGELWOOD										Project 813-0241
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 356,700	\$ -	\$ -	\$ 356,700
GRANTS & AWARDS	-	-	-	-	-	-	805,690	-	-	805,690
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,162,390	\$ -	\$ -	\$ 1,162,390
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	-	-	-	-	356,700	-	-	356,700
TOTAL GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 356,700	\$ -	\$ -	\$ 356,700
GRANTS & AWARDS										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	-	-	-	-	805,690	-	-	805,690
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 805,690	\$ -	\$ -	\$ 805,690
TOTAL USE OF FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,162,390	\$ -	\$ -	\$ 1,162,390



Project Name Winchester Boulevard Complete Streets Final Design

Project Number 813-0238

Department Parks & Public Works

Project Manager Transportation & Mobility Manager: Ying Smith

Description This project will fund the conceptual engineering and final design for Complete Streets improvements on Winchester Boulevard.

Location This project location is Winchester Boulevard between Blossom Hill Road and Knowles Drive (Town limits).

Project Background Winchester Boulevard is a major arterial street parallel to Highway 17, which borders both the Town of Los Gatos and the City of Monte Sereno. The Los Gatos Bicycle and Pedestrian Master Plan (BPMP) identifies the construction of Class IV bike lanes along Winchester Boulevard as an improvement project. The construction of Winchester Class IV Bikeway is included as a separate project (813-0240). Complete Streets treatments will likely include enhanced bike lanes, pedestrian crossing, sidewalk improvements, pedestrian refuse islands, landscaped medians, intersection modifications, and stormwater retention.

In December 2019, the Town selected Kimley-Horn and Associates, Inc. as the consultant to complete engineering design. The conceptual engineering work is expected to be completed by the end of 2020.

The Final Design for the Winchester Boulevard Complete Streets improvements is one of the five candidate projects submitted to the Measure B Bicycle and Pedestrian Competitive Grant Program. The local funds included in this project's budget is the estimated local match amount. In future years, additional funds will be needed for construction. Staff will continue to seek grant funding to complete this project.

Operating Budget Impacts Engineering staff time for the design, construction inspection, and management will be charged to the project as it is delivered.

STREETS PROGRAM

Street Improvements

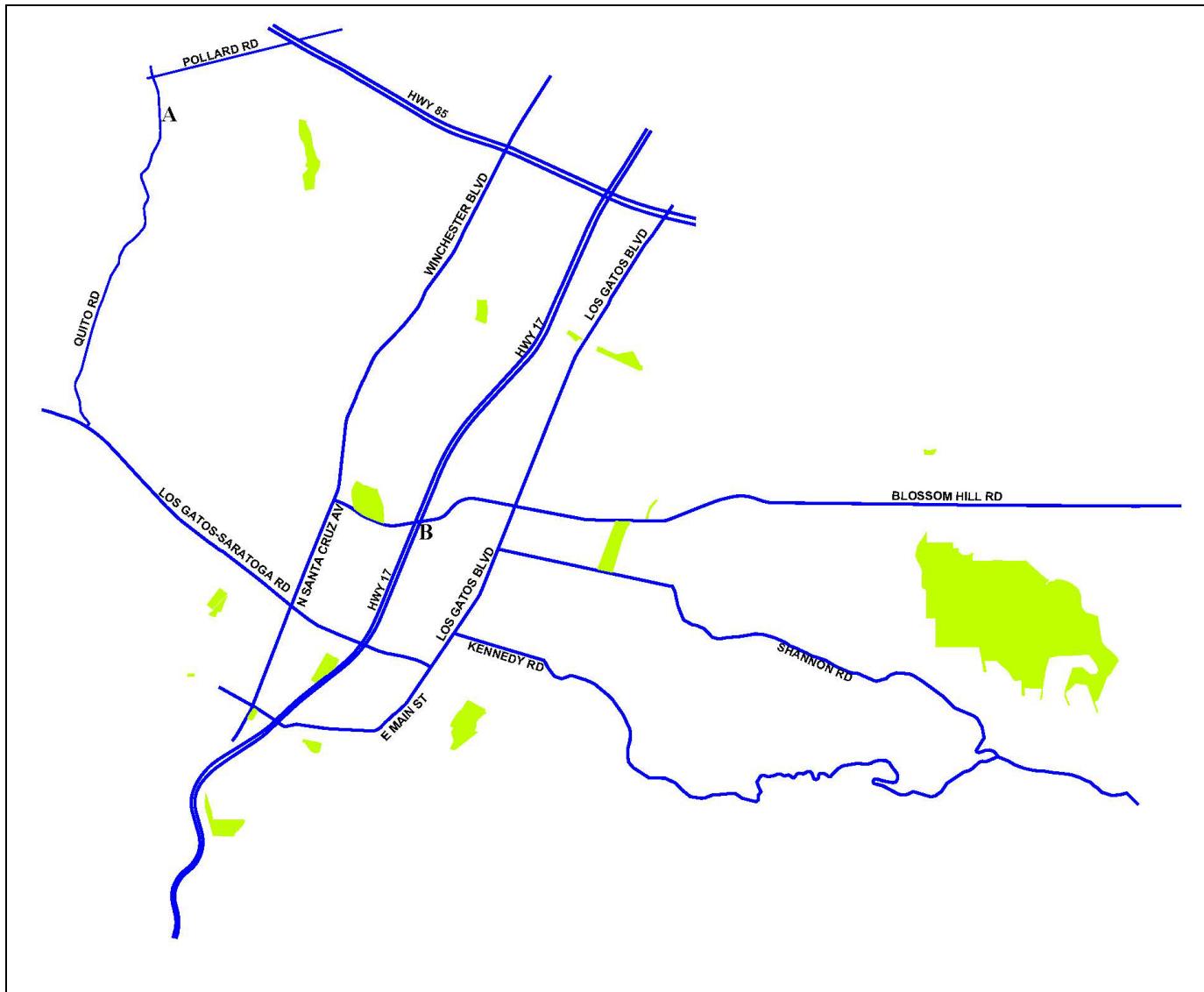
Project Components & Estimated Timeline	Fall 2020	Conceptual Design	Complete Conceptual design
	Fall 2021	Final Design	Complete right-of-way certificate and final design (pending funding)
	TBD	Construction	Begin and complete construction

WINCHESTER BOULEVARD COMPLETE STREETS										Project 813-0238
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ 200,053	\$ 79,948	\$ -	\$ 79,948	\$ 463,250	\$ -	\$ -	\$ -	\$ 743,250
GRANTS & AWARDS	-	-	-	-	-	996,000	-	-	-	996,000
TOTAL SOURCE OF FUNDS	\$ -	\$ 200,053	\$ 79,948	\$ -	\$ 79,948	\$ 1,459,250	\$ -	\$ -	\$ -	\$ 1,739,250
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	200,053	79,948	-	79,948	463,250	-	-	-	743,250
TOTAL GFAR	\$ -	\$ 200,053	\$ 79,948	\$ -	\$ 79,948	\$ 463,250	\$ -	\$ -	\$ -	\$ 743,250
GRANTS & AWARDS										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	-	-	-	996,000	-	-	-	996,000
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 996,000	\$ -	\$ -	\$ -	\$ 996,000
TOTAL USE OF FUNDS	\$ -	\$ 200,053	\$ 79,948	\$ -	\$ 79,948	\$ 1,459,250	\$ -	\$ -	\$ -	\$ 1,739,250

STREETS PROGRAM

Street Improvements





PROJECT LOCATIONS	
A	Quito Road - Bridge Replacement
B	Highway 17 Bicycle & Pedestrian Bridge – Design

STREETS PROGRAM

Bridge Projects

PROGRAM SECTION DIRECTORY	PAGE
0801 Quito Road - Bridge Replacement	C - 86
0803 Highway 17 Bicycle & Pedestrian Bridge - Design	C - 88

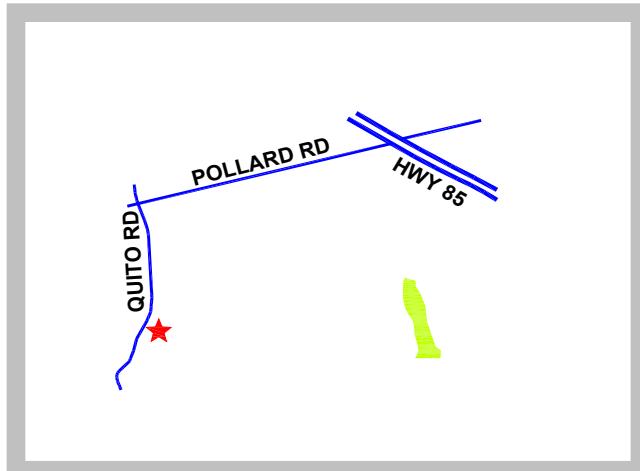
The Streets Program's *Bridge Projects* section contains Capital Improvement Program projects that repair, replace, or rehabilitate a deficient bridge structure as the primary scope of work.

Bridge structure safety falls under the guidance of state and federal regulations, and bridge projects are often driven by available funding from these jurisdictions, such as Caltrans grant programs or the federal Highway Bridge Replacement and Rehabilitation (HBRR) program. Los Gatos does not have a designated funding source for repairing, maintaining, and improving the Town's bridges, and relies upon grant programs for major bridge improvement projects.

BRIDGE PROJECTS SUMMARY

FY 2020/21 - 2024/25 CAPITAL IMPROVEMENT PROGRAM BRIDGE PROJECTS							
	Expended Through 2019/20	2020/21 Budget & Carryfwd*	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget	Total Budgeted
<i>Carryforward Projects</i>							
0801 Quito Road - Bridge Replacement	\$ 64,594	\$ 285,087	\$ -	\$ -	\$ -	\$ -	\$ 349,681
0803 Hwy 17 Bicycle & Pedestrian Bridge-Design	234,000	-	5,430,303	-	-	-	5,664,303
Total Bridge Projects	\$ 298,594	\$ 285,087	\$ 5,430,303	\$ -	\$ -	\$ -	\$ 6,013,984

* Total FY 2019/20 Carryforward \$235,087



Project Name Quito Road - Bridge Replacement

Project Number 818-0801

Department Parks & Public Works

Project Manager Assistant Director/Town
Engineer: Lisa Petersen

Description This project funds the Town's portion of the replacement cost for two bridges on Quito Road to improve roadway safety and provide adequate storm water flow capacity in the creek under the bridge.

Location The two Quito Road bridges span a tributary of San Tomas Aquino Creek. The bridges are located on Quito Road in the vicinity of Old Adobe Road, approximately 1½ miles north of Highway 9, on the common boundary line between the City of Saratoga and the Town of Los Gatos.

Project Background San Tomas Aquino Creek is under the jurisdiction of the Santa Clara Valley Water District (SCVWD), while the replacement of the bridges is the shared responsibility of the City of Saratoga and the Town of Los Gatos. Both bridges are approximately ninety years old and have been classified "structurally deficient" under Caltrans guidelines. In addition, both bridges are not adequate to receive 100-year flood flows.

In 2001, the City of Saratoga, the project sponsor, secured partial funding (80%) through the federal Highway Bridge Replacement and Rehabilitation (HBRR) program to replace both bridges with wider span structures that will allow the 100-year design flood flow to pass underneath. Saratoga is the lead agency to oversee the design, environmental, right-of-way acquisition, and construction services for the project. The City of Saratoga, the Town of Los Gatos, and SCVWD agreed to share the duties and responsibilities for the project and the remaining 20% local match funding requirement.

After further evaluation of the bridges, it was determined that Quito Road would require reconstruction at each end of the bridge, which in turn requires additional right-of-way acquisitions and environmental reviews under both the State of California (Caltrans) and federal regulations. These changes have made it necessary to redesign this project, significantly increasing the estimated costs. The City of Saratoga has applied for additional funding from Caltrans due to the redesign. As a result of the additional project costs, the local funding match from the City of Saratoga, the Town of Los Gatos, and the SCVWD has increased from \$155,000 to \$238,000 for each agency. Based on the April 2019 schedule from the City of Saratoga, the construction of these bridges is anticipated to be completed by 2021.

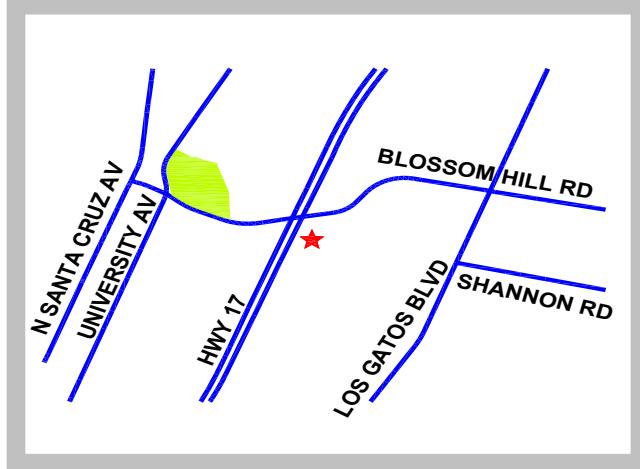
Operating Budget Impacts Engineering staff time for coordination of this project with the City of Saratoga is incorporated into the Saratoga Operating Budget.

STREETS PROGRAM

Bridge Projects

Project Components & Estimated Timeline	Jan 2001	Grant Funding	The City of Saratoga obtained grant funding from the federal HBRR program.
	Oct 2001	Cooperative Agreement	Council approved a cooperative agreement with the City of Saratoga and SCVWD for the replacement of the two bridges.
	May 2002	Preliminary Design	City of Saratoga started preliminary design.
	2013	Right of way	Right of way acquisition process is ongoing and environmental permitting is underway.
	2015	Final Design	Design completed and project bidding by the City of Saratoga.
	April 2020	Construction Start	Begin reconstruction of bridge.
	Summer 2021	Completion	Construction is anticipated to be complete in 2021.

QUITO ROAD - BRIDGE REPLACEMENT										Project 818-0801
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ 64,594	\$ -	\$ 235,087	\$ 50,000	\$ 285,087	\$ -	\$ -	\$ -	\$ -	\$ 349,681
TOTAL SOURCE OF FUNDS	\$ 64,594	\$ -	\$ 235,087	\$ 50,000	\$ 285,087	\$ -	\$ -	\$ -	\$ -	\$ 349,681
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	64,594	-	235,087	50,000	285,087	-	-	-	-	349,681
TOTAL GFAR	\$ 64,594	\$ -	\$ 235,087	\$ 50,000	\$ 285,087	\$ -	\$ -	\$ -	\$ -	\$ 349,681
TOTAL USE OF FUNDS	\$ 64,594	\$ -	\$ 235,087	\$ 50,000	\$ 285,087	\$ -	\$ -	\$ -	\$ -	\$ 349,681



Project Name	Highway 17 Bicycle & Pedestrian Bridge - Design	Project Number	818-0803			
Department	Parks & Public Works	Project Manager	Transportation & Mobility Manager: Ying Smith			
Description	This project will fund the preliminary design, environmental clearance, and final design for potential bicycle and pedestrian bridge over Highway 17.					
Location	This project is located at Blossom Hill Road or Nino Way over Highway 17.					
Project Background	Highway 17 presents a barrier for bicyclists and pedestrians wanting to cross from one side of Los Gatos to the other. Current crossings are largely vehicle focused and often uncomfortable for other transportation modes. This is a suggested path included in the Safe Routes to School Phase 1 Study.					
<p>In September 2019, the Town selected BKF Engineers as the consultant and officially kicked off the project. The feasibility analysis and conceptual engineering work is expected to be completed by the end of 2020. At its March 3, 2020 meeting, the Town Council approved the project's Purpose and Need and authorized proceeding with design alternatives for a separate bicycle and pedestrian overcrossing.</p>						
<p>The Final Design phase will include environmental clearance, right-of-way, and final design, estimated to be approximately \$3.7 million. Staff submitted a Measure B grant application to seek funding for the final design of this project. The local match amount is included in this project's budget. The project schedule is contingent upon the Measure B award.</p>						
<p>In future years, additional funds will be needed for construction. The construction cost will be in the \$20 to \$30 million range. Staff will continue to seek grant funding to complete this project.</p>						
Operating Budget Impacts	This project will use staff time for project management. Staff time associated with these projects will be charged to the project as it is delivered.					

STREETS PROGRAM

Bridge Projects

Project Components & Estimated Timeline	Spring 2020	Preliminary Design	Project design & development					
	Spring 2023	Environmental Clearance and Final Design	Complete environmental clearance and final design					
	TBD	Construction	Complete construction					

HIGHWAY 17 BICYCLE AND PEDESTRIAN BRIDGE - DESIGN										Project 818-0803
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 946,210	\$ -	\$ -	\$ -	\$ 946,210
TRAFFIC MITIGATION	-	147,005	-	-	-	-	-	-	-	147,005
GRANTS & AWARDS	-	86,995	-	-	-	4,484,093	-	-	-	4,571,088
TOTAL SOURCE OF FUNDS	\$ -	\$ 234,000	\$ -	\$ -	\$ -	\$ 5,430,303	\$ -	\$ -	\$ -	\$ 5,664,303
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	-	-	-	946,210	-	-	-	946,210
TOTAL GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 946,210	\$ -	\$ -	\$ -	\$ 946,210
TRAFFIC MITIGATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	147,005	-	-	-	-	-	-	-	147,005
TOTAL TRAFFIC MITIGATION	\$ -	\$ 147,005	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 147,005
GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	86,995	-	-	-	4,484,093	-	-	-	4,571,088
TOTAL GRANTS & AWARDS	\$ -	\$ 86,995	\$ -	\$ -	\$ -	\$ 4,484,093	\$ -	\$ -	\$ -	\$ 4,571,088
TOTAL USE OF FUNDS	\$ -	\$ 234,000	\$ -	\$ -	\$ -	\$ 5,430,303	\$ -	\$ -	\$ -	\$ 5,664,303

STREETS PROGRAM

Bridge Projects



Parks Program

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PARKS AND TRAILS PROGRAM

PARK PROJECT DIRECTORY

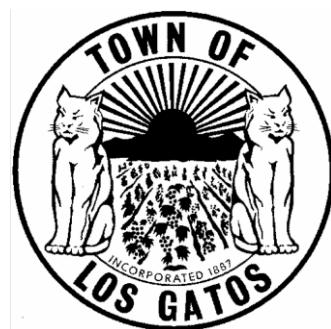
4605	Parks Playground Fibar Project	D – 6
4609	Creek Trail & Parks Pathway & Parking Lot Seal Coat and Striping	D – 8
4202	Town Plaza Turf Repairs	D – 10
4006	Outdoor Fitness Equipment	D – 12
4508	Vegetation Management – Town-wide	D – 14

TRAIL PROJECT DIRECTORY

4504	Open Space Trail Upgrades	D – 20
4507	Forbes Mill Footbridge Improvements	D – 22
4503	Charter Oaks Trail Repair	D – 24
4505	Trailhead Connector Project	D – 26

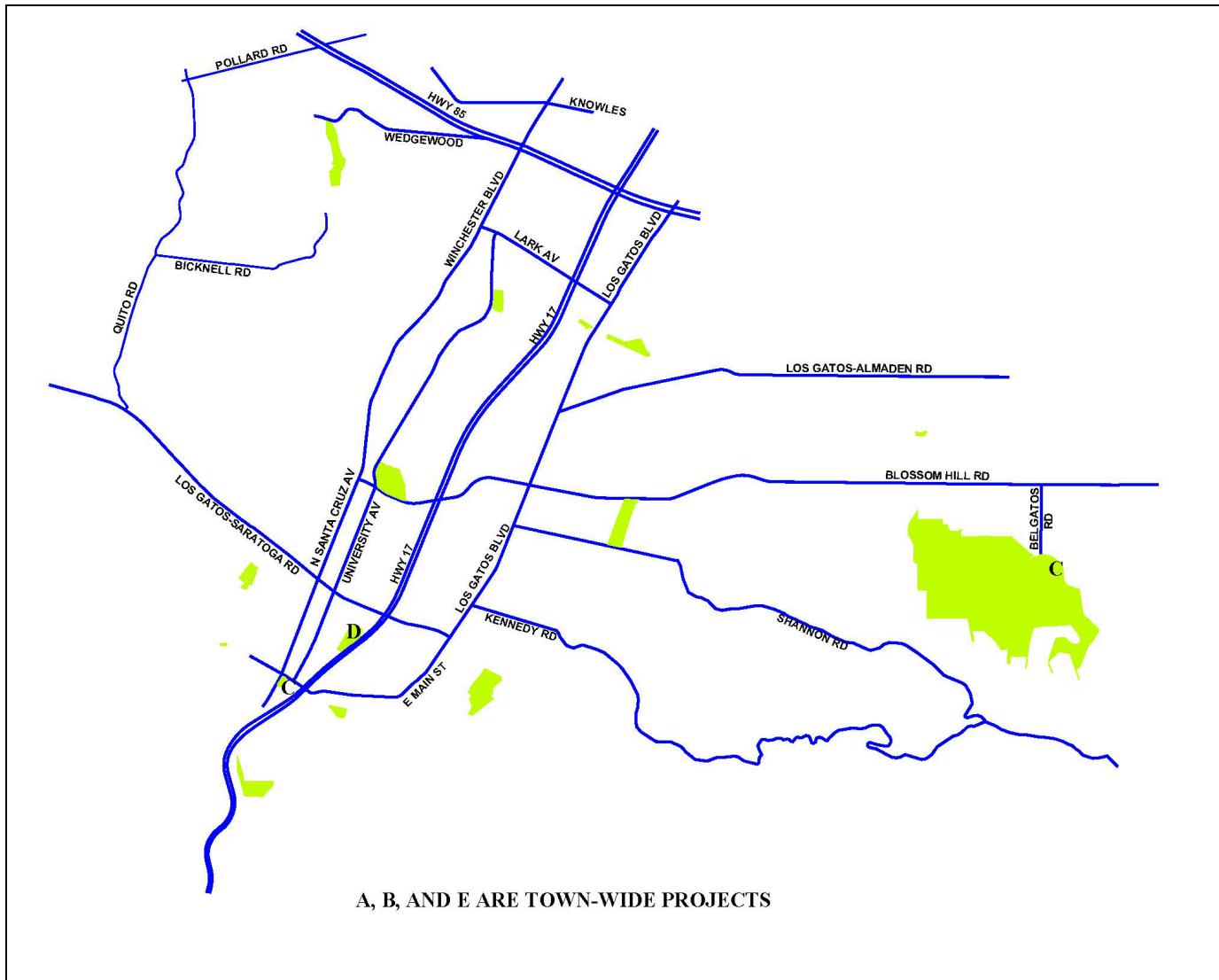
PARKS AND TRAILS PROGRAM

Park Improvement Projects



PARKS & TRAILS PROGRAM

Park Improvement Projects



PROJECT LOCATIONS	
A	Parks Playground Fibar Project
B	Creek Trail & Parks Pathway & Parking Lot Seal Coat and Striping
C	Town Plaza Turf Repairs
D	Outdoor Fitness Equipment – Balzer Field
E	Vegetation Management – Town-wide

PARKS & TRAILS PROGRAM

Park Improvement Projects

PROGRAM SECTION DIRECTORY

PAGE

4605	Parks Playground Fibar Project	D – 6
4609	Creek Trail & Parks Pathway & Parking Lot Seal Coat & Striping	D – 8
4202	Town Plaza Turf Repairs	D – 10
4006	Outdoor Fitness Equipment	D – 12
4508	Vegetation Management – Town-wide	D – 14

PARKS & TRAILS PROGRAM

Park Improvement Projects

The Parks Program's *Park Improvement Projects* section contains Capital Improvement Program projects that repair or improve a Town park as the primary scope of work. Typical park improvement projects include parking lot, walkway, and basketball or tennis court resurfacing; and park equipment or facility upgrades.

The Park Improvement Projects section does not have ongoing programs; all projects are considered one-time projects. The exception to this is the Parks Fibar replacement project. Because Fibar requires regular replacement and infill, this project is scheduled as a bi-annual project. One-time park improvement projects are prioritized based on health and safety issues, available funding sources, infrastructure impacts, project costs, and community impacts.

Los Gatos does have Park Construction Tax Revenue as a designated funding source for the Parks operating program budget; however, tax receipts are limited to approximately \$11,000 per year, and are not sufficient for a capital program. In addition to GFAR funding, grants, in-lieu fees, and CDBG funds are pursued and utilized for park improvements when available.

PARK IMPROVEMENT PROJECTS SUMMARY

FY 2020/21 - 2024/25 CAPITAL IMPROVEMENT PROGRAM								
PARK IMPROVEMENT PROJECTS								
	Expended Through 2019/20	2020/21 Budget & Carryfwd*	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget	Total Budgeted	
PARKS								
<i>Carryforward Projects</i>								
4605 Parks Playground Fibar Project	\$ 63,460	\$ 61,540	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 175,000	
4609 Creek Trail & Parks Path & Parking Lot Seal & Striping	-	225,000	-	-	-	-	225,000	
4202 Town Plaza Turf Repairs	8,116	28,000	-	-	-	-	36,116	
4006 Outdoor Fitness Equipment	-	60,000	-	-	-	-	60,000	
4508 Vegetation Management - Town-wide	-	500,707	-	-	-	-	500,707	
<i>New Projects</i>								
Total Park Improvement Projects	\$ 71,575	\$ 875,247	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 996,823	

* Total FY 2019/20 Carryforward \$850,247

Unfunded Projects

- Oak Meadow Park Upgrades
- Civic Center Irrigation System Replacement & Upgrade
- Turf Renovations - Various Parks
- Oak Meadow Park Fencing Upgrades
- Oak Meadow Park Restroom Expansion
- Park Rehabilitation – La Rinconada Park
- Park Rehabilitation – Live Oak Manor Park
- Park Rehabilitation – Blossom Hill Park
- Plaza Park Improvements

PARKS & TRAILS PROGRAM

Park Improvement Projects



TOWN-WIDE

Project Name	Parks Playground Fibar Project	Project Number	831-4605
Department	Parks & Public Works	Project Manager	Superintendent: Jim Harbin
Description	This project will replace fibar material at all Town playgrounds.		
Location	This project will be completed at various parks in Los Gatos.		
Project Background	Several Town parks have playground structures that are heavily used by children and their families. Playground safety codes require that the fibar material be spread under and around playground structures to prevent injury to children.		
<p>Fibar replacement is required when the material is below a specific depth near the playground structure. Fibar is a wood product that degrades over time based on foot traffic and weather conditions. This material should be replaced on a regular, as needed basis. This is an annual CIP project to improve the safety of the Town's playgrounds.</p>			
Operating Budget Impacts	This project will use staff time for construction inspection and management. The staff time for this project is included in the Parks and Public Works Department's FY 2020/21 Operating Budget.		

PARKS & TRAILS PROGRAM

Park Improvement Projects

Project Components & Estimated Timeline	Summer 2019	Scope	Project development
	Spring 2020	Bid Process	Project bidding & contract award
	Summer 2020	Construction	Project construction
	Fall 2020	Completion	Project completion

PARKS PLAYGROUND FIBAR PROJECT										Project 831-4605
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ 63,460	\$ -	\$ 36,540	\$ 25,000	\$ 61,540	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 175,000
TOTAL SOURCE OF FUNDS	\$ 63,460	\$ -	\$ 36,540	\$ 25,000	\$ 61,540	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 175,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	63,460	-	36,540	25,000	61,540	-	25,000	-	25,000	175,000
TOTAL GFAR	\$ 63,460	\$ -	\$ 36,540	\$ 25,000	\$ 61,540	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 175,000
TOTAL USE OF FUNDS	\$ 63,460	\$ -	\$ 36,540	\$ 25,000	\$ 61,540	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 175,000

PARKS & TRAILS PROGRAM

Park Improvement Projects



TOWN-WIDE

Project Name	Creek Trail & Park Pathway & Parking Lot Seal Coat & Striping	Project Number	831-4609
Department	Parks & Public Works	Project Manager	Superintendent: Jim Harbin
Description	The project will resurface and restripe park parking lots, pathways, and sections of the Los Gatos Creek Trail.		
Location	The project is located at Belgatos Park, Blossom Hill Park, Live Oak Manor Park, Oak Meadow Park, and the Los Gatos Creek Trail.		
Project Background	The parking lots located in parks and the Los Gatos Creek Trail are heavily used on a daily basis. In order to keep their surfaces in good condition and prevent long term wear and damage, the parking lots and trails need to be resurfaced and striped. This project is necessary to prevent future damages to existing pavement surfaces in the future.		
Operating Budget Impacts	This project will use staff time for construction inspection and management. Engineering staff time associated with these projects will be charged to the project as it is delivered.		

PARKS & TRAILS PROGRAM

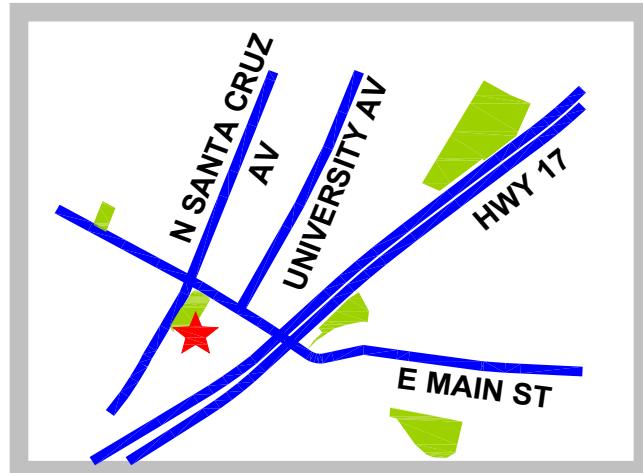
Park Improvement Projects

Project Components & Estimated Timeline	Summer 2019	Design	Project design & development
	Summer 2020	Bid Process	Project bidding & contract award
	Summer 2020	Construction	Project construction
	Fall 2020	Completion	Project completion

CREEK TRAIL, PARKS PATHS & PARKING LOTS SEAL AND STRIPING										Project 831-4609
SOURCE OF FUNDS	Prior Yrs	2019/20	Estimated	2020/21 New Funding Carryfwd to 2020/21	2020/21 Budget (with Carryfwd)	2021/22	2022/23	2023/24	2024/25	Total Project
	Actuals	Estimated	Carryfwd			Proposed	Proposed	Proposed	Proposed	
GFAR	\$ -	\$ -	\$225,000	\$ -	\$ 225,000	\$ -	\$ -	\$ -	\$ -	\$ 225,000
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$225,000	\$ -	\$ 225,000	\$ -	\$ -	\$ -	\$ -	\$ 225,000
USE OF FUNDS	Prior Yrs	2019/20	Estimated	2020/21 New Funding Carryfwd to 2020/21	2020/21 Budget (with Carryfwd)	2021/22	2022/23	2023/24	2024/25	Total Project
	Actuals	Estimated	Carryfwd			Proposed	Proposed	Proposed	Proposed	
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	225,000	-	225,000	-	-	-	-	225,000
TOTAL GFAR	\$ -	\$ -	\$225,000	\$ -	\$ 225,000	\$ -	\$ -	\$ -	\$ -	\$ 225,000
TOTAL USE OF FUNDS	\$ -	\$ -	\$225,000	\$ -	\$ 225,000	\$ -	\$ -	\$ -	\$ -	\$ 225,000

PARKS & TRAILS PROGRAM

Park Improvement Projects



Project Name	Town Plaza Turf Repairs	Project Number	831-4202
Department	Parks & Public Works	Project Manager	Superintendent: Jim Harbin

Description	This project will renovate the turf at Plaza Park.
Location	The project is located at Town Plaza Park, at the corner of West Main Street and Santa Cruz Avenue.
Project Background	Plaza Park, located in the heart of downtown Los Gatos, is a popular park and hosts a variety of community events, such as Jazz on the Plazz and the Farmer's Market. Because of the amount of high foot traffic at this location, the turf is heavily impacted. This project will remove the existing sod and soil. New soil will be added to the area to enhance root growth and to re-grade the ground to mitigate standing water issues. Additionally, along with the installation of new turf grass, minor changes to the irrigation system will be completed to maximize water coverage. The turf was last replaced around 2010.
	The project will be completed during a period when there is the least impact on scheduled downtown events.
Operating Budget Impacts	This project will use staff time for construction inspection and management. Engineering staff time associated with these projects will be charged to the project as it is delivered.

PARKS & TRAILS PROGRAM

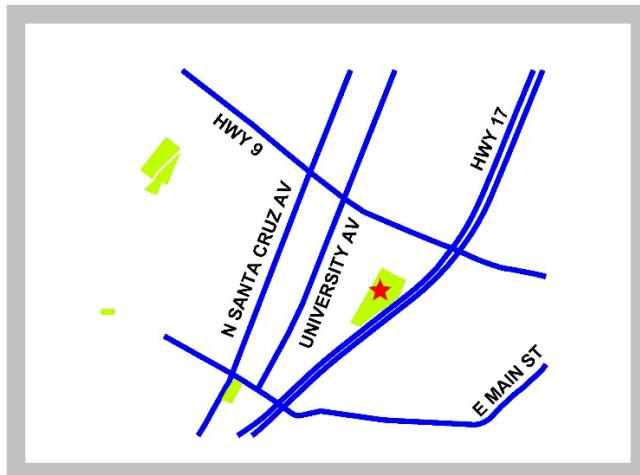
Park Improvement Projects

Project Components & Estimated Timeline	Summer 2020	Design	Project design & development
	Fall 2020	Bid Process	Project bidding & contract award
	Spring 2021	Construction	Project construction
	Spring 2021	Completion	Project completion

TOWN PLAZA TURF REPAIRS										Project 831-4202	
SOURCE OF FUNDS	Prior Yrs	2019/20	Estimated	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22	2022/23	2023/24	2024/25	Total Project	
	Actuals	Estimated	Carryfwd to 2020/21			Proposed	Proposed	Proposed	Proposed		
GFAR	\$ 8,116	\$ -	\$ 28,000	\$ -	\$ 28,000	\$ -	\$ -	\$ -	\$ -	\$ 36,116	
TOTAL SOURCE OF FUNDS	\$ 8,116	\$ -	\$ 28,000	\$ -	\$ 28,000	\$ -	\$ -	\$ -	\$ -	\$ 36,116	
USE OF FUNDS	Prior Yrs	2019/20	Estimated	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22	2022/23	2023/24	2024/25	Total Project	
	Actuals	Estimated	Carryfwd to 2020/21			Proposed	Proposed	Proposed	Proposed		
GFAR											
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-	
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-	
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-	
<i>Project Construction Expenses</i>	8,116	-	28,000	-	28,000	-	-	-	-	36,116	
TOTAL GFAR	\$ 8,116	\$ -	\$ 28,000	\$ -	\$ 28,000	\$ -	\$ -	\$ -	\$ -	\$ 36,116	
TOTAL USE OF FUNDS	\$ 8,116	\$ -	\$ 28,000	\$ -	\$ 28,000	\$ -	\$ -	\$ -	\$ -	\$ 36,116	

PARKS & TRAILS PROGRAM

Park Improvement Projects



Project Name Outdoor Fitness Equipment

Project Number 831-4006

Department Parks & Public Works

Project Manager Superintendent: Jim Harbin

Description This project will install outdoor fitness equipment.

Location This project is located at the Balzer Field parking area.

Project Background The Town was awarded an outdoor fitness rig after attending a California Parks & Recreation Society conference and participating in a competition. The Town has received equipment that is valued at \$30,000 and Town staff will install the equipment at the Balzer Field Parking Lot.

Operating Budget Impacts This project will use staff time for construction inspection and management. Engineering staff time associated with these projects will be charged to the project as it is delivered.

PARKS & TRAILS PROGRAM

Park Improvement Projects

Project Components & Estimated Timeline	Summer 2019	Scope	Project design & development
	Summer 2020	Bid Process	Project bidding & contract award
	Summer 2020	Construction	Project construction
	Summer 2020	Completion	Project completion

OUTDOOR FITNESS EQUIPMENT										Project 831-4006
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	60,000	-	60,000	-	-	-	-	60,000
TOTAL GFAR	\$ -	\$ -	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 60,000

PARKS & TRAILS PROGRAM

Park Improvement Projects



TOWN-WIDE

Project Name	Vegetation Management – Town-wide	Project Number	832-4508
Department	Parks & Public Works	Project Manager	Superintendent: Jim Harbin
Description	This project funds an ecological assessment to provide guidance for fuel removal in Town open space and right-of-way and the first year of open space fuel reduction.		
Location	The project location is Town open spaces and rights-of-way.		
Project Background	The FEMA-approved Santa Clara Operational Area Hazard Mitigation Plan lists the wildfire hazard for the Town of Los Gatos as “high.” The funding allows for an ecological assessment to provide guidance for fuel removal in Town open spaces and rights-of-way, and funding for the first year of open space fuel reduction. The Town has applied for a FEMA grant for vegetation management work and a portion of these funds may be used for as a funding match for that grant.		
Operating Budget Impacts	This project will use staff time for coordination of the assessment and fuel reduction. Parks staff time associated with this project will be charged to the project as it is delivered.		

PARKS & TRAILS PROGRAM

Park Improvement Projects

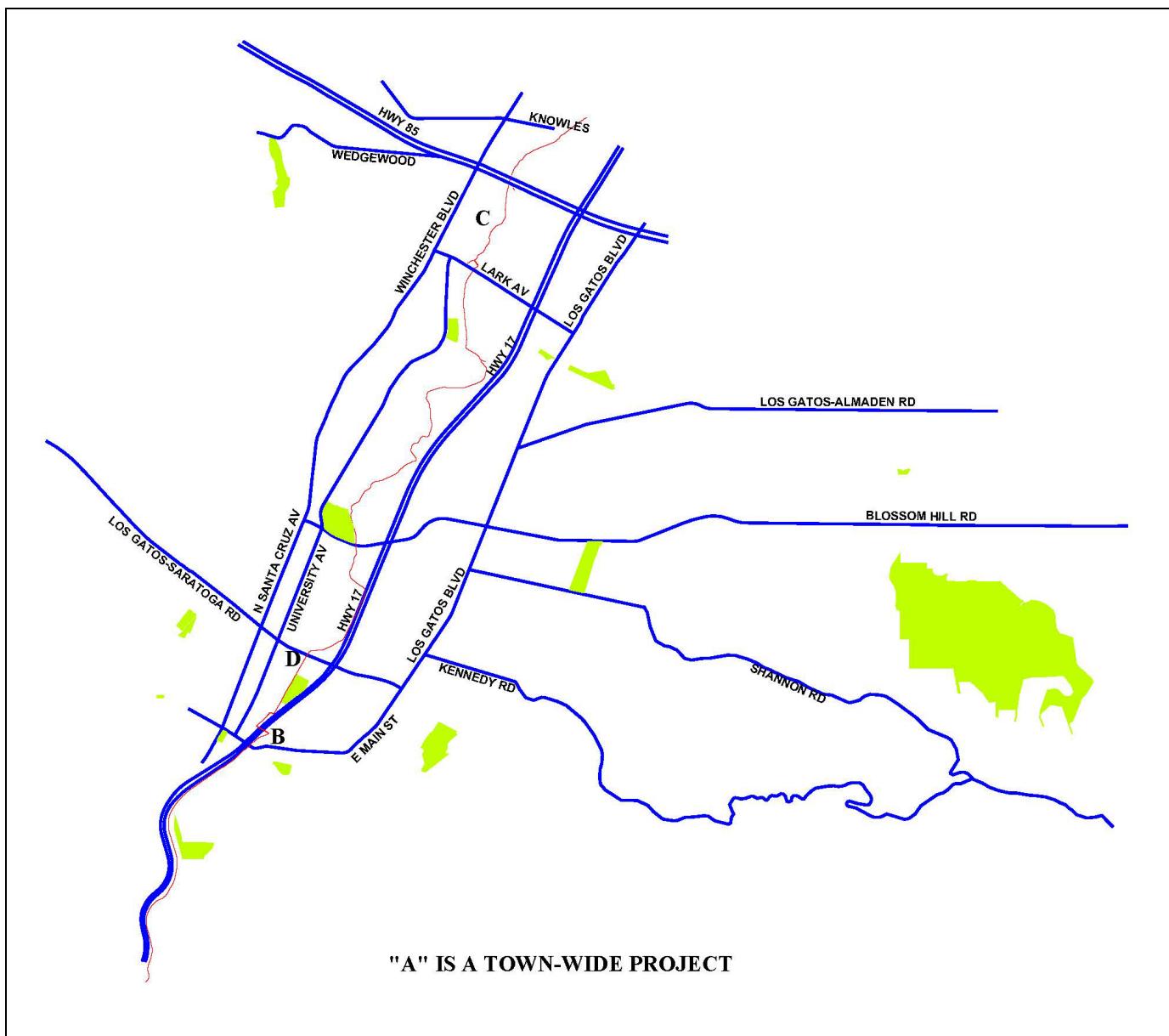
Project Components & Estimated Timeline	Fall 2019	Scope	Project scope development
	Winter 2020	RFP Process	Project RFP for ecological assessment
	Summer 2020	Bid Process	Bid to implement fuel reduction
	Fall 2020	Implementation	First season of fuel reduction

VEGETATION MANAGEMENT - TOWN-WIDE										Project 832-4508
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ 500,707	\$ -	\$ 500,707	\$ -	\$ -	\$ -	\$ -	\$ 500,707
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 500,707	\$ -	\$ 500,707	\$ -	\$ -	\$ -	\$ -	\$ 500,707
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	500,707	-	500,707	-	-	-	-	500,707
TOTAL GFAR	\$ -	\$ -	\$ 500,707	\$ -	\$ 500,707	\$ -	\$ -	\$ -	\$ -	\$ 500,707
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 500,707	\$ -	\$ 500,707	\$ -	\$ -	\$ -	\$ -	\$ 500,707

PARKS & TRAILS PROGRAM

Park Improvement Projects





"A" IS A TOWN-WIDE PROJECT

PROJECT LOCATIONS	
A	Open Space Trail Upgrades
B	Forbes Mill Footbridge Improvements
C	Charter Oaks Trail Repair
D	Trailhead Connector Project

Trail Improvement Projects

PROGRAM SECTION DIRECTORY	PAGE
4504 Open Space Trail Upgrades	D – 20
4507 Forbes Mill Footbridge Improvements	D – 22
4503 Charter Oaks Trail Repair	D – 24
4505 Trailhead Connector Project	D – 26

Trail Improvement Projects

The Parks Program's *Trail Improvement Projects* section contains Capital Improvement Program projects that construct, repair, or improve a Town trail as the primary scope of work. Typical trail improvement projects include pathway construction or resurfacing.

TRAIL IMPROVEMENT PROJECTS SUMMARY

FY 2020/21 - 2024/25 CAPITAL IMPROVEMENT PROGRAM							
TRAIL IMPROVEMENT PROJECTS							
	Expended Through 2019/20	2020/21 Budget & Carryfwd*	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget	Total Budgeted
<i>Carryforward Projects</i>							
4504 Open Space Trail Upgrades	\$ -	\$ 152,000	\$ -	\$ -	\$ -	\$ -	\$ 152,000
4507 Forbes Mill Footbridge Improvements	30,603	61,224	-	-	-	-	91,828
4503 Charter Oaks Trail Repair Project	72,942	440,109	-	-	-	-	513,051
4505 Trailhead Connector	486,961	30,479	3,262,500	-	-	-	3,779,940
<i>New Projects</i>							
Total Trail Improvement Projects	\$ 590,506	\$ 683,812	\$ 3,262,500	\$ -	\$ -	\$ -	\$ 4,536,819

* Total FY 2019/20 Carryforward \$683,812

**TOWN-WIDE**

Project Name	Open Space Trail Upgrades	Project Number	832-4504
Department	Parks & Public Works	Project Manager	Superintendent: Jim Harbin
Description	This project will repair and replace old damaged retaining walls, fences, and embankments along the trails in the Town's open spaces.		
Location	This project is located at Santa Rosa Open Space, Heintz Open Space, and Belgatos Park.		
Project Background	The Town has a number of open space preserves that are under its jurisdiction. There are several public trail networks that traverse the open space preserves in the hillsides. The aging process has deteriorated a number of retaining walls and embankments along some trail sections. Without proper repair and replacement, the possibility of failure of the trails will increase greatly. This project will repair and replace several retaining walls that are supporting the trails and their embankments. In addition, this project will improve the drainage system around the retaining walls to prevent further erosion of the trails. This project will also address two bridges at Belgatos Park.		
Operating Budget Impacts	This project will use staff time for construction inspection and management. Engineering staff time associated with these projects will be charged to the project as it is delivered.		

PROPOSED

PARKS & TRAILS PROGRAM

Trail Improvement Projects

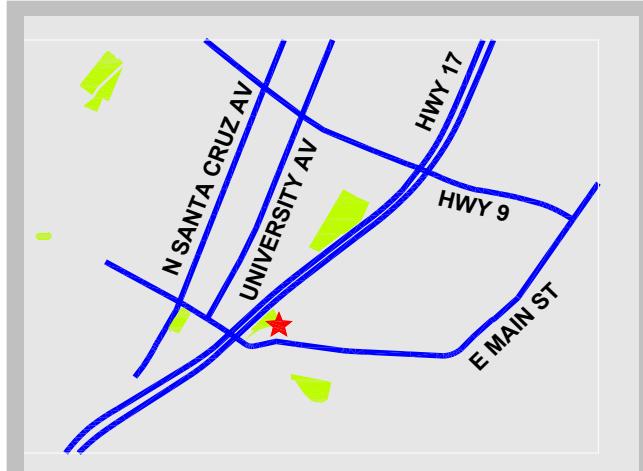
Project Components & Estimated Timeline	Summer 2020	Design	Project design & development
	Spring 2021	Bid Process	Project bidding & contract award
	Summer 2021	Construction	Project construction
	Winter 2021	Completion	Project completion

OPEN SPACE TRAIL UPGRADES										Project 832-4504
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Open Space Reserve Fund</i>	\$ -	\$ -	\$ 152,000	\$ -	\$ 152,000	\$ -	\$ -	\$ -	\$ -	\$ 152,000
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 152,000	\$ -	\$ 152,000	\$ -	\$ -	\$ -	\$ -	\$ 152,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	152,000	-	152,000	-	-	-	-	152,000
TOTAL GFAR	\$ -	\$ -	\$ 152,000	\$ -	\$ 152,000	\$ -	\$ -	\$ -	\$ -	\$ 152,000
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 152,000	\$ -	\$ 152,000	\$ -	\$ -	\$ -	\$ -	\$ 152,000

PROPOSED

PARKS & TRAILS PROGRAM

Trail Improvement Projects



Project Name Forbes Mill Footbridge Improvements

Project Number 832-4507

Department Parks & Public Works

Project Manager Superintendent: Jim Harbin

Description The project will provide pathway lighting across the 400-foot span of the pedestrian bridge and installation of additional art panels.

Location The project is located on the pedestrian bridge between Forbes Mill and Old Town across Highway 17.

Project Background Forbes Mill footbridge is a heavily used pathway crossing Highway 17 between the Main Street businesses, Civic Center, and high school on the east side of the freeway, and the downtown on the west. The interior walls of the walkway are decorated with murals painted by students over the past decades. The pathway structure once had a lighting system but fell into disrepair several years ago and was removed. This left the pathway dark in the evening, which has prompted concerns from residents.

The installation of footbridge improvements in 2018 included solar LED lighting for the pathway. Staff is currently monitoring this install to ensure the lights meet long-term needs.

This project will also install additional art panels to occupy the remaining space.

Operating Budget Impacts This project will use staff time for construction inspection and management. Engineering staff time associated with these projects will be charged to the project as it is delivered.

PROPOSED

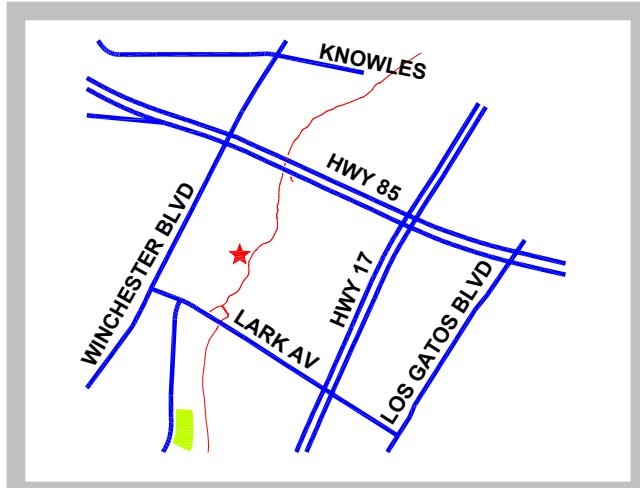
PARKS & TRAILS PROGRAM

Trail Improvement Projects

Project Components & Estimated Timeline	Fall 2018	Design	Project design & development
	Fall 2018	Bid Process	Project bidding & contract award
	Winter 2019	Construction	Project construction
	Summer 2020	Completion	Project completion and monitoring

FORBES MILL FOOTBRIDGE IMPROVEMENTS										Project 832-4507
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
	GFAR	\$ 27,397	\$ 3,207	\$ 61,224	\$ -	\$ 61,224	\$ -	\$ -	\$ -	\$ 91,828
TOTAL SOURCE OF FUNDS		\$ 27,397	\$ 3,207	\$ 61,224	\$ -	\$ 61,224	\$ -	\$ -	\$ -	\$ 91,828
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	27,397	3,207	61,224	-	61,224	-	-	-	-	91,828
TOTAL GFAR		\$ 27,397	\$ 3,207	\$ 61,224	\$ -	\$ 61,224	\$ -	\$ -	\$ -	\$ 91,828
TOTAL USE OF FUNDS		\$ 27,397	\$ 3,207	\$ 61,224	\$ -	\$ 61,224	\$ -	\$ -	\$ -	\$ 91,828

Trail Improvement Projects



Project Name	Charter Oaks Trail Repair	Project Number	832-4503
Department	Parks & Public Works	Project Manager	PPW Assistant Director/Town Engineer: Lisa Petersen
Description		This project will repair the storm damage on the Los Gatos Creek Trail near Charter Oaks, which includes damage to the fencing and asphalt pathway.	
Location		This project is located on the Los Gatos Creek Trail near Charter Oaks.	
Project Background		The existing trail is adjacent to Los Gatos Creek and was damaged by flooding during the winter storms of 2017. The impacts of the storm included damage to the fencing and to the asphalt concrete pathway. The trail is well used by the public and the damage has negatively impacted trail users by making the trail more difficult to use. Funds for this project will be provided by FEMA.	
Subsequent to the trail repair work, this project will further evaluate improvements along the trail from Lark Avenue towards Highway 85 utilizing Community Benefit funds in the amount of \$350,000 from the Albright project. This project scope will be determined through community outreach efforts for construction in FY 2020/21.			
Operating Budget Impacts		This project will use staff time for construction inspection and management. Engineering staff time associated with these projects will be charged to the project as it is delivered.	

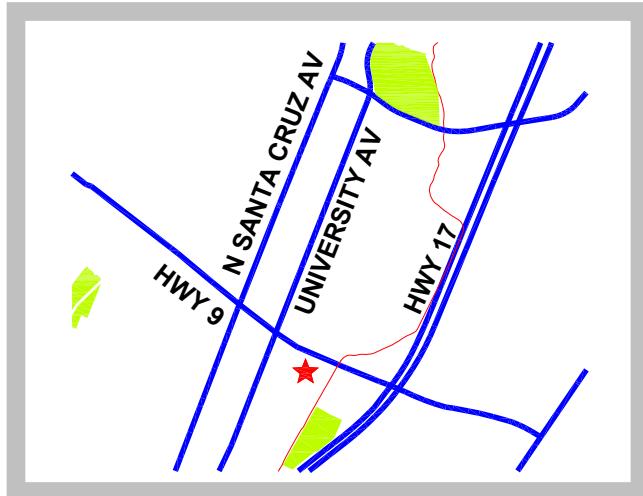
PROPOSED

PARKS & TRAILS PROGRAM

Trail Improvement Projects

Project Components & Estimated Timeline	Summer 2020	Design	Project design & development
	Spring 2020	Bid Process	Project bidding & contract award
	Summer 2021	Construction	Project construction
	Fall 2021	Completion	Project completion

CHARTER OAKS TRAIL REPAIR										Project 832-4503
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR GRANTS	\$ 109 72,833	\$ -	\$ 364,891 75,218	\$ -	\$ 364,891 75,218	\$ -	\$ -	\$ -	\$ -	\$ 365,000 \$ 148,051
TOTAL SOURCE OF FUNDS	\$ 72,942	\$ -	\$ 440,109	\$ -	\$ 440,109	\$ -	\$ -	\$ -	\$ -	\$ 513,051
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	109	-	364,891	-	364,891	-	-	-	-	365,000
TOTAL GFAR	\$ 109	\$ -	\$ 364,891	\$ -	\$ 364,891	\$ -	\$ -	\$ -	\$ -	\$ 365,000
GRANTS & AWARDS										
<i>Salaries and Benefits</i>	-	-	-	-	-	-	-	-	-	-
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	72,833	-	75,218	-	75,218	-	-	-	-	148,051
TOTAL GRANTS & AWARDS	\$ 72,833	\$ -	\$ 75,218	\$ -	\$ 75,218	\$ -	\$ -	\$ -	\$ -	\$ 148,051
TOTAL USE OF FUNDS	\$ 72,942	\$ -	\$ 440,109	\$ -	\$ 440,109	\$ -	\$ -	\$ -	\$ -	\$ 513,051



Project Name Trailhead Connector Project

Project Number 832-4505

Department Parks & Public Works

Project Manager PPW Assistant Director/Town Engineer: Lisa Petersen

Description This project will fund the design and construction of a trailhead connection for Los Gatos Creek Trail to Highway 9.

Location This project is located on the Los Gatos Creek Trail near Highway 9.

Project Background This project will fund the design and construction of a trailhead connection for Los Gatos Creek Trail to Highway 9. The project is an identified priority within Measure B and the Bicycle and Pedestrian Plan. The Council approved the staff recommendation for the next steps on this project in June 2017. Caltrans approved the Authorization to Proceed with Preliminary Engineering, also known as E-76 approval, on December 13, 2018. In February 2019 the Town issued a Request for Proposal for the preliminary engineering and environmental clearance phase, which will take approximately 12 months. If funding for construction is secured, the project would begin construction in 2020/21 at the earliest.

Operating Budget Impacts This project will use staff time for construction inspection and management. Engineering staff time associated with these projects will be charged to the project as it is delivered.

PROPOSED

PARKS & TRAILS PROGRAM

Trail Improvement Projects

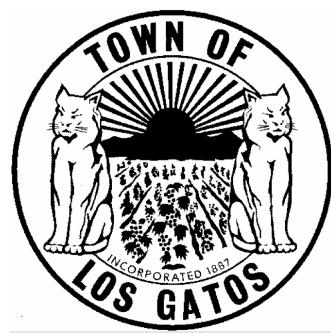
Project Components & Estimated Timeline	Fall 2020	Design	Project design & development					
	Pending	Bid Process	Project bidding & contract award					
	Pending	Construction	Project construction					
	Pending	Completion	Project completion					

TRAILHEAD CONNECTOR PROJECT										Project 832-4505		
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Adjusted	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project	
	GFAR	\$ 214	\$ 174,226	\$ 143,747	\$ 30,479	\$ -	\$ 30,479	\$ -	\$ -	\$ -	\$ -	\$ 174,440
GRANTS & AWARDS	-	343,000	343,000	-	-	-	3,262,500	-	-	-	-	\$ 3,605,500
TOTAL SOURCE OF FUNDS	\$ 214	\$ 517,226	\$ 486,747	\$ 30,479	\$ -	\$ 30,479	\$ 3,262,500	\$ -	\$ -	\$ -	\$ -	\$ 3,779,940
USE OF FUNDS	2019/20 Adjusted	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project		
GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-	-	
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-	-	
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-	-	
<i>Project Construction Expenses</i>	214	174,226	143,747	30,479	-	30,479	-	-	-	-	174,440	
TOTAL GFAR	214	174,226	143,747	30,479	-	30,479	-	-	-	-	-	
GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<i>Salaries and Benefits</i>	\$ -	-	-	-	-	-	-	-	-	-	-	
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-	-	
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-	-	
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-	-	
<i>Project Construction Expenses</i>	-	343,000	343,000	-	-	-	3,262,500	-	-	-	3,605,500	
TOTAL GRANTS & AWARDS	\$ -	\$ 343,000	\$ 343,000	\$ -	\$ -	\$ -	\$ 3,262,500	\$ -	\$ -	\$ -	\$ -	
TOTAL USE OF FUNDS	\$ 214	\$ 517,226	\$ 486,747	\$ 30,479	\$ -	\$ 30,479	\$ 3,262,500	\$ -	\$ -	\$ -	\$ -	

PROPOSED

PARKS & TRAILS PROGRAM

Trail Improvement Projects





Public Facilities Program

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PUBLIC FACILITIES DIRECTORY

TOWN INFRASTRUCTURE PROJECT DIRECTORY

2302	Building Replacement at Corporation Yard	E – 6
2001	Facilities Assessment	E – 8
2503	Library Carpet Replacement	E – 10
2002	Town Beautification	E – 12
2601	ADA Upgrade Public Restrooms – Adult Recreation Building	E – 14
2117	ADA Restrooms and HR Offices	E – 16
2116	Plaza Level Railings – Code Upgrade	E – 18
2010	Waterproofing – Town-wide	E – 20
2504	Sound Mitigation in Library Lobby	E – 22
6004	Fire Suppression (Halon) for Server Rooms	E – 24
2118	Police Headquarters Roof Repair	E – 26
2206	Adult Recreation Center – Floor Repair	E – 28

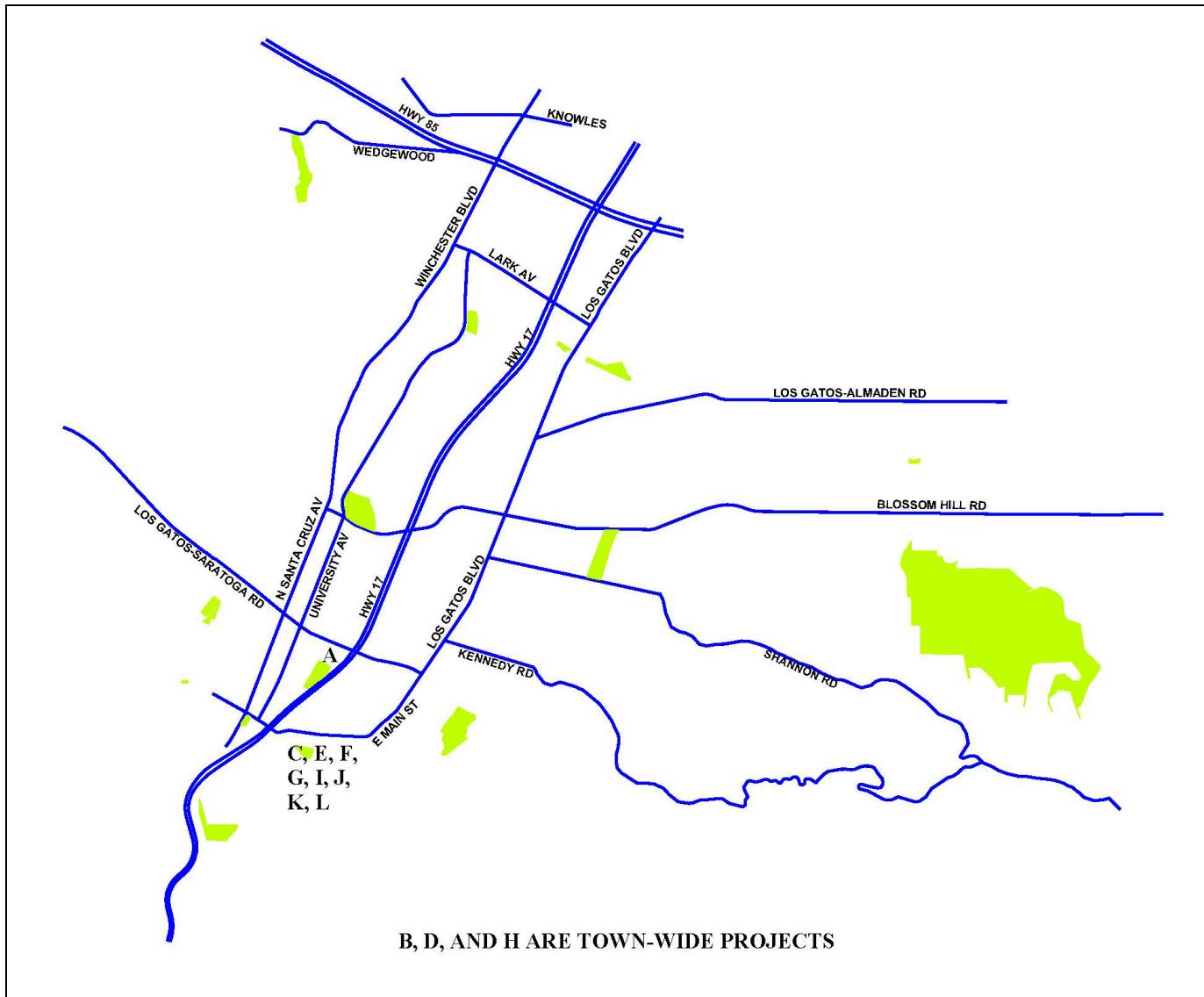
EQUIPMENT PROJECT DIRECTORY

6101	Information System Upgrade	E – 34
6001	Audio/Video System Upgrade	E – 36
6003	Town-Wide Document Imaging Project	E – 38
2305	Engineering Document Archiving	E – 40
6305	Silicon Valley Regional Interoperability Project (SVRIP) Service	E – 42
6103	EOC Communication Upgrade	E – 44
6104	IT Disaster Recovery Improvements	E – 46
6301	Computer-Aided Dispatch and Records Management System (CAD/RMS)	E – 48

PUBLIC FACILITIES PROGRAM
Town Infrastructure & Facilities Projects



PUBLIC FACILITIES PROGRAM
Town Infrastructure & Facilities Projects



PROJECT LOCATIONS			
A	Building Replacement at Corporation Yard	G	Plaza Level Railing - Code Upgrade
B	Facilities Assessment	H	Waterproofing Town-wide
C	Library Carpet Replacement	I	Sound Mitigation in Library Lobby
D	Town Beautification	J	Fire Suppression (Halon) for Server Room
E	ADA Upgrade Public Restrooms – Adult Recreation Building	K	Police Headquarters Roof Repair
F	ADA Upgrade Staff Restroom – Civic Center	L	Adult Recreation Center – Floor Repair

PUBLIC FACILITIES PROGRAM
Town Infrastructure & Facilities Projects

PROGRAM SECTION DIRECTORY	PAGE
2302 Building Replacement at Corporation Yard	E – 6
2001 Facilities Assessment	E – 8
2503 Library Carpet Replacement	E – 10
2002 Town Beautification	E – 12
2601 ADA Upgrade Public Restrooms – Adult Recreation Building	E – 14
2117 ADA Restrooms and HR Offices	E – 16
2116 Plaza Level Railing – Code Upgrade	E – 18
2010 Waterproofing – Town-wide	E – 20
2504 Sound Mitigation in Library Lobby	E – 22
6004 Fire Suppression (Halon) for Server Rooms	E – 24
2118 Police Headquarters Roof Repair	E – 26
2206 Adult Recreation Center – Floor Repair	E – 28

PUBLIC FACILITIES PROGRAM

Town Infrastructure & Facilities Projects

The *Town Infrastructure & Facilities Projects* section contains Capital Improvement Program projects that maintain or improve the Town's public buildings and structures to keep them in a clean, safe, and functional condition. Town-owned buildings include the Civic Center, Library, Police Operations Center, Parks & Public Works Building, Corporation Yard and associated structures, and the following buildings leased to other agencies: the Los Gatos-Saratoga Community Education and Recreation headquarters building and the Adult Recreation Center (formerly the Neighborhood Center). Other Town facilities include the Venue, Tait Avenue, and Forbes Mill.

Town Infrastructure and Facilities Projects are prioritized in consideration of the user needs, federal and state mandates, federal and state grant restrictions, and local community standards. The Community Development Department assumes responsibility for evaluating the overall conformance to the General Plan and the status of environmental assessment. The Parks & Public Works Department assumes responsibility for project design, planning, and construction.

This section contains annual ongoing improvement projects as well as identified one-time projects. One-time infrastructure and facilities projects are prioritized based on health and safety issues, infrastructure impacts, available funding sources, project costs, and community needs.

Los Gatos does not have a designated funding source for repairing, maintaining, and improving the Town's public facilities; however, grants, CDBG funds, and donations are pursued and utilized when available.

TOWN INFRASTRUCTURE & FACILITIES PROJECTS SUMMARY

FY 2020/21 - 2024/25 CAPITAL IMPROVEMENT PROGRAM TOWN INFRASTRUCTURE & FACILITIES PROJECTS							
	Expended Through 2019/20	2020/21 Budget & Carryfwd*	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget	Total Budgeted
<i>Carryforward Projects</i>							
2302 Building Replacement at Corporation Yard	\$ 188,187	\$ 977,613	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 1,265,800
2001 Facilities Assessment	24,142	80,000	-	-	-	-	104,142
2503 Library Carpet Replacement	-	56,500	-	-	-	-	56,500
2002 Town Beautification	102,702	16,924	10,000	10,000	10,000	10,000	159,625
2601 ADA Upgrade Public Restrooms - Adult Recreation Building	51,882	250,000	-	-	-	-	301,882
2504 Sound Mitigation in Library Lobby	-	22,000	-	-	-	-	22,000
2118 Police Headquarters Roof Repair	47,752	2,248	-	-	-	-	50,000
2117 ADA Restrooms and HR Offices	-	450,000	-	-	-	-	450,000
6004 Fire Suppression (Halon) for Server Rooms	-	200,000	-	-	-	-	200,000
2116 Plaza Level Railings - Code Upgrade	-	30,000	-	-	-	-	30,000
2010 Waterproofing Town-wide	-	75,000	-	-	-	-	75,000
<i>New Projects</i>							
2206 Adult Recreation - Floor Repair	-	100,000	-	-	-	-	100,000
Total Infrastructure / Facility Projects	\$ 414,665	\$ 2,260,285	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 2,814,950

*Total FY 2019/20 Carryforward \$1,975,285

Unfunded Projects

- Civic Center Improvements
- Deferred maintenance at Town-owned, leased properties
- Deferred improvements to Town-owned properties

PUBLIC FACILITIES PROGRAM

Town Infrastructure & Facilities Projects



Project Name	Building Replacement at Corporation Yard*	Project Number	821-2302
Department	Parks & Public Works	Project Manager	Facilities Manager: Dan Keller

**This project was presented to Council as part of the Capital Improvement Program in FY 2015/16. A portion of these funds (\$200,000) for this project was transferred to provide funding for the Almond Grove Street Reconstruction project.*

Description	This project will replace an old building at the Parks and Public Works Department (PPW) Corporation Yard that is used for office space and evidence storage.
Location	This project is located at the PPW Corporation Yard (41 Miles Avenue).
Project Background	The maintenance lead staff has been using a small portable building located at the north side of the PPW Corporation Yard for their office facility. This building has deteriorated over the years and is becoming more difficult to maintain because of its aging infrastructure. The existing building has several problems including a leaky roof and windows, a poor heating and cooling (HVAC) system, and lacks a restroom facility in the building. This building is also used partially by the Police Department as their evidence storage facility. Evidence must be stored and kept at a certain room temperature, which requires an updated HVAC system. To save costs, this project will relocate staffing to another building and reconstruct the existing building for storage only.
Operating Budget Impacts	This project will use staff time for construction inspection and management. Engineering staff time associated with these projects will be charged to the project as it is delivered.

PUBLIC FACILITIES PROGRAM

Town Infrastructure & Facilities Projects

Project Components & Estimated Timeline	Summer 2020	Design	Project design & development
	Fall 2020	Bid Process	Project bidding & contract award
	Winter 2021	Construction	Project construction
	Spring 2021	Completion	Project completion

BUILDING REPLACEMENT AT CORPORATION YARD										Project 821-2302
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ 75,942	\$ 112,245	\$ 952,613	\$ 25,000	\$ 977,613	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$1,265,800
TOTAL SOURCE OF FUNDS	\$ 75,942	\$ 112,245	\$ 952,613	\$ 25,000	\$ 977,613	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$1,265,800
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	75,942	112,245	952,613	25,000	977,613	25,000	25,000	25,000	25,000	1,265,800
TOTAL GFAR	\$ 75,942	\$ 112,245	\$ 952,613	\$ 25,000	\$ 977,613	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$1,265,800

PUBLIC FACILITIES PROGRAM

Town Infrastructure & Facilities Projects



TOWN-WIDE

Project Name	Facilities Assessment	Project Number	821-2001
Department	Parks & Public Works	Project Manager	Facilities Manager: Dan Keller

Description	This project will fund a consultant to assess the condition of Town facilities.
Location	This project location is Town-wide.
Project Background	This project will assess the condition of Town facilities to determine current condition of equipment and building systems to assess priorities for repair versus replacements and to predict capital expenditures needed year by year for life-cycle scheduled work and replacement.
Operating Budget Impacts	The project will use staff time for construction management and inspection. The staff time for this project will be included in the department's FY 2020/21 Operating Budget.

PUBLIC FACILITIES PROGRAM

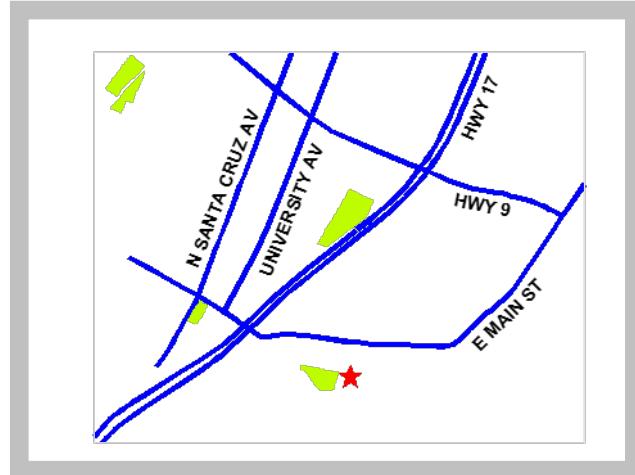
Town Infrastructure & Facilities Projects

Project Components & Estimated Timeline	Winter 2020	Design	Project design & development
	Spring 2020	RFP Process	Project RFP & contract award
	Fall 2020	Completion	Project completion

FACILITIES ASSESSMENT										Project 821-2001
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ 24,142	\$ -	\$ 80,000	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 104,142
TOTAL SOURCE OF FUNDS	\$ 24,142	\$ -	\$ 80,000	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 104,142
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	80,000	-	80,000	-	-	-	-	80,000
<i>Project Construction Expenses</i>	24,142	-	-	-	-	-	-	-	-	24,142
TOTAL GFAR	\$ 24,142	\$ -	\$ 80,000	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 104,142
TOTAL USE OF FUNDS	\$ 24,142	\$ -	\$ 80,000	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 104,142

PUBLIC FACILITIES PROGRAM

Town Infrastructure & Facilities Projects



Project Name	Library Carpet Replacement	Project Number	821-2503
Department	Parks & Public Works	Project Manager	Facilities Manager: Dan Keller
Description	This project will replace large sections of the carpet squares in the children's area that have started to fail.		
Location	This project location is inside the Library at 100 Villa Avenue.		
Project Background	The carpet in the children's area of the Library is starting to mat, lift, and stain from extensive foot traffic, spilled food, and other accidents. This area of the Library is where the young kids play, listen to stories, and congregate for different activities on the carpet. Replacements of the furniture upholstery have occurred due to stains and failure, and this project will help complete the restoration of the space back to a high service level.		
Operating Budget Impacts	The project will use staff time for construction management and inspection. The staff time for this project will be included in the department's FY 2020/21 Operating Budget.		

PUBLIC FACILITIES PROGRAM

Town Infrastructure & Facilities Projects

Project Components & Estimated Timeline	Winter 2019	Design	Project design & development
	Spring 2020	Bid Process	Project bidding & contract award
	Summer 2020	Construction	Project construction
	Summer 2020	Completion	Project completion

LIBRARY CARPET REPLACEMENT										Project 821-2503
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	-	-	56,500	-	56,500	-	-	-	-	56,500
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 56,500	\$ -	\$ 56,500	\$ -	\$ -	\$ -	\$ -	\$ 56,500
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	56,500	-	56,500	-	-	-	-	56,500
<i>Project Construction Expenses</i>	-	-	-	-	-	-	-	-	-	-
TOTAL GFAR	\$ -	\$ -	\$ 56,500	\$ -	\$ 56,500	\$ -	\$ -	\$ -	\$ -	\$ 56,500
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 56,500	\$ -	\$ 56,500	\$ -	\$ -	\$ -	\$ -	\$ 56,500

PUBLIC FACILITIES PROGRAM

Town Infrastructure & Facilities Projects



TOWN-WIDE

Project Name	Town Beautification	Project Number	821-2002
Department	Parks & Public Works	Project Manager	Environmental Specialist: Marina Chislett

Description	This project funds Town-wide beautification projects on an annual, as-needed basis.
Location	This project location is Town-wide.
Project Background	The Town Beautification Program was established to provide improvements to enhance the Town's beauty, particularly along public streets, sidewalks, and other Town property. One example is the Town's Outside the Box Program which enhances the character of the community by adding artwork to utility boxes that are often targeted by graffiti vandals. Selected artwork contains environmental sustainability messages that include: alternative transportation, clean energy, clean creeks, community sustainability, and healthy lifestyles. In FY 2019/20 four utility boxes will be added to bring the total to 25, and another four are planned in FY 2020/21.
Operating Budget Impacts	The project will use staff time for program management and inspection. The staff time for this project will be included in the department's FY 2020/21 Operating Budget.

PUBLIC FACILITIES PROGRAM

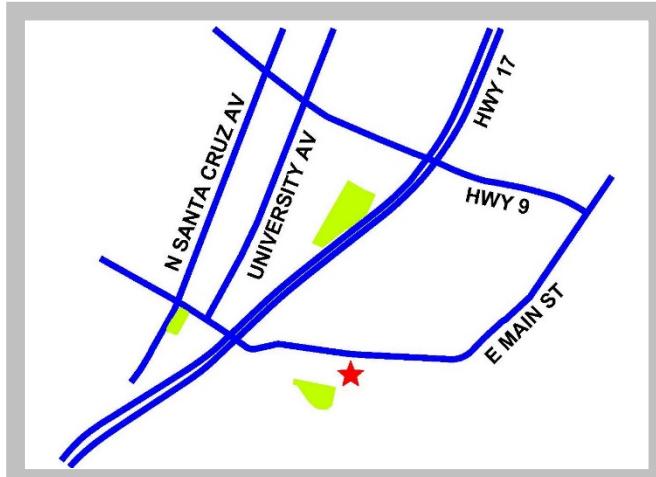
Town Infrastructure & Facilities Projects

Project Components & Estimated Timeline	Winter 2019	Artist Recruitment	Project noticing				
	Summer 2020	Design	Project submittals and development				
	Summer 2020	Installation	Project completion				

TOWN BEAUTIFICATION PROJECTS										Project 821-2002	
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project	
	USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ 94,240	\$ 8,462	\$ 6,924	\$ 10,000	\$ 16,924	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 159,625	
TOTAL SOURCE OF FUNDS	\$ 94,240	\$ 8,462	\$ 6,924	\$ 10,000	\$ 16,924	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 159,625	
GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<i>Services/Supplies/Equipment</i>	- - -	- - -	- - -	- - -	- - -	- - -	- - -	- - -	- - -	- - -	
<i>Site Acquisition & Preparation</i>	- - -	- - -	- - -	- - -	- - -	- - -	- - -	- - -	- - -	- - -	
<i>Consultant Services</i>	- - -	- - -	- - -	- - -	- - -	- - -	- - -	- - -	- - -	- - -	
<i>Project Construction Expenses</i>	94,240	8,462	6,924	10,000	16,924	10,000	10,000	10,000	10,000	159,625	
TOTAL GFAR	\$ 94,240	\$ 8,462	\$ 6,924	\$ 10,000	\$ 16,924	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 159,625	
TOTAL USE OF FUNDS	\$ 94,240	\$ 8,462	\$ 6,924	\$ 10,000	\$ 16,924	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 159,625	

PUBLIC FACILITIES PROGRAM

Town Infrastructure & Facilities Projects



Project Name	ADA Upgrade Public Restrooms – Adult Recreation Building	Project Number	821-2601
Department	Parks & Public Works	Project Manager	Facilities Manager: Dan Keller

Description	This project will make ADA-compliant upgrades to the public restrooms at the Recreation Building.
Location	This project location is at the Adult Recreation Center at 208 E. Main Street.
Project Background	The upstairs restrooms are beyond their useful life and are very small and non-ADA compliance. The building serves seniors and having an accessible building is essential.
	This project shows the use of Community Development Block Grant (CDBG) funds as a supplemental funding source. The CDBG Entitlement Program provides grants on a formula basis to develop viable urban communities by providing a suitable living environment, among other goals. The grant program has specific requirements, and this is one of the few Town projects that meets the CDBG requirements.
Operating Budget Impacts	The project will use staff time for construction management and inspection. The staff time for this project will be included in the department's FY 2020/2021 Operating Budget.

PUBLIC FACILITIES PROGRAM

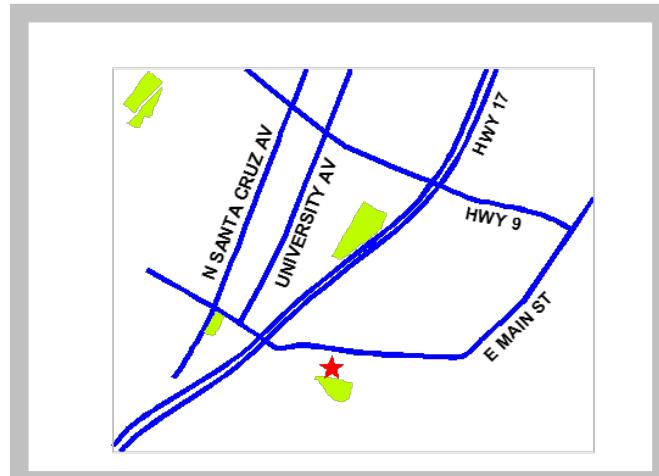
Town Infrastructure & Facilities Projects

Project Components & Estimated Timeline	Summer 2020	Design	Project design & development				
	Fall 2020	Bid Process	Project bidding & contract award				
	Spring 2021	Construction	Project construction				
	Summer 2021	Completion	Project completion				

ADA UPGRADE PUBLIC RESTROOMS - ADULT RECREATION BUILDING							PROJECT 821-2601			
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
	\$ -	\$ -	\$ 183,000	\$ -	\$ 183,000	\$ -	\$ -	\$ -	\$ -	\$ 183,000
GFAR										
Transfer from Facilities	\$ -	\$ -	\$ 183,000	\$ -	\$ 183,000	\$ -	\$ -	\$ -	\$ -	\$ 183,000
GRANTS										
GRANTS	51,882	- -	\$ 67,000	\$ -	\$ 67,000	- -	- -	- -	- -	\$ 118,882
TOTAL SOURCE OF FUNDS	\$ 51,882	\$ -	\$ 250,000	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 301,882
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GFAR										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	- -	- -	- -	- -	- -	- -	- -	- -	- -	- -
Site Acquisition & Preparation	- -	- -	- -	- -	- -	- -	- -	- -	- -	- -
Consultant Services	- -	- -	- -	- -	- -	- -	- -	- -	- -	- -
Project Construction Expenses	- -	- -	183,000	- -	183,000	- -	- -	- -	- -	183,000
TOTAL GFAR	\$ -	\$ -	\$ 183,000	\$ -	\$ 183,000	\$ -	\$ -	\$ -	\$ -	\$ 183,000
GRANTS & AWARDS										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	- -	- -	- -	- -	- -	- -	- -	- -	- -	- -
Site Acquisition & Preparation	- -	- -	- -	- -	- -	- -	- -	- -	- -	- -
Consultant Services	- -	- -	- -	- -	- -	- -	- -	- -	- -	- -
Project Construction Expenses	51,882	- -	67,000	- -	67,000	- -	- -	- -	- -	118,882
TOTAL GRANTS & AWARDS	51,882	- -	67,000	- -	67,000	- -	- -	- -	- -	118,882
TOTAL USE OF FUNDS	\$ 51,882	\$ -	\$ 250,000	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 301,882

PUBLIC FACILITIES PROGRAM

Town Infrastructure & Facilities Projects



Project Name ADA Restrooms and HR Offices

Project Number 821-2117

Department Parks & Public Works

Project Manager Facilities Manager: Dan Keller

Description This project will make ADA-compliant upgrades to the staff restrooms at the Civic Center and modify the HR offices.

Location This project is located at the Civic Center (110 E. Main Street).

Project Background The Building Inspectors have moved out of their previous space in the lower level of the Civic Center. The restrooms adjacent to this space are small non-ADA compliant restrooms. This project will upgrade the restrooms taking advantage of the available space to meet additional area requirements. In addition, this project will remodel the HR offices in the Civic Center.

Operating Budget Impacts The project will use staff time for construction management and inspection. The staff time for this project will be included in the department's FY 2020/21 Operating Budget.

PUBLIC FACILITIES PROGRAM

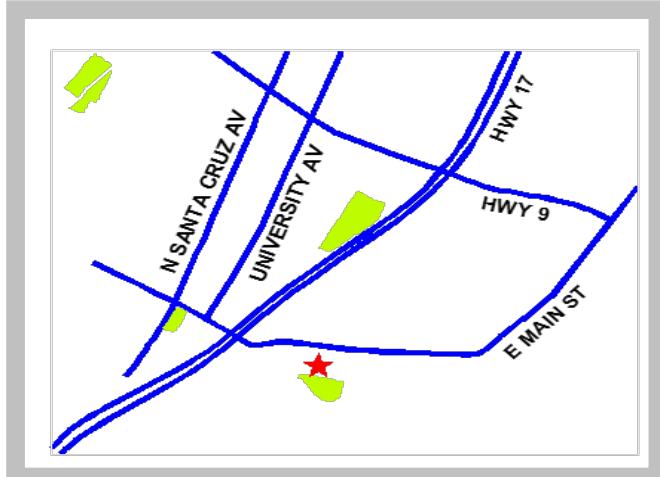
Town Infrastructure & Facilities Projects

Project Components & Estimated Timeline	Winter 2019	Design	Project design & development				
	Spring 2020	Bid Process	Project bidding & contract award				
	Summer 2020	Construction	Project construction				
	Summer 2020	Completion	Project completion				

ADA RESTROOMS AND HR OFFICES										Project 821-2117	
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project	
GFAR											-
Transfer from Facilities	\$ -	\$ -	\$ 300,000	\$ 150,000	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000	
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 300,000	\$ 150,000	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000	
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project	
GFAR											
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	-	-	300,000	150,000	450,000	-	-	-	-	-	450,000
TOTAL GFAR	\$ -	\$ -	\$ 300,000	\$ 150,000	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000	
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 300,000	\$ 150,000	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000	

PUBLIC FACILITIES PROGRAM

Town Infrastructure & Facilities Projects



Project Name Plaza Level Railings – Code Upgrade

Project Number 821-2116

Department Parks & Public Works

Project Manager Facilities Manager: Dan Keller

Description This project will adjust the railings around the upper deck of the Civic Center to be code compliant.

Location This project location is on the deck of Town Hall (110 E. Main Street).

Project Background The railings around the upper deck of the Civic Center have wide gaps that create a safety hazard with a risk of children falling through the gaps. This project will adjust the railings to be code compliant.

Operating Budget Impacts The project will use staff time for construction management and inspection. The staff time for this project will be included in the department's FY 2020/21 Operating Budget.

PUBLIC FACILITIES PROGRAM

Town Infrastructure & Facilities Projects

Project Components & Estimated Timeline	Fall 2019	Design	Project design & development
	Winter 2020	Bid Process	Project bidding & contract award
	Spring 2020	Construction	Project construction
	Summer 2020	Completion	Project completion

PLAZA LEVEL RAILINGS - CODE UPGRADE										Project 821-2116
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
	GFAR									
Transfer from Facilities	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
	GFAR									
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	-	-	30,000	-	30,000	-	-	-	-	30,000
TOTAL GFAR	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000

PUBLIC FACILITIES PROGRAM

Town Infrastructure & Facilities Projects



TOWN-WIDE

Project Name	Waterproofing -Town-wide	Project Number	821-2010
Department	Parks & Public Works	Project Manager	Facilities Manager: Dan Keller

Description	This project will waterproof a balcony and a roof at two Town facilities.
Location	The project is located at the Adult Recreation Center (208 E. Main Street) and the PPW Corporation Yard at 41 Miles Avenue.
Project Background	The roof of the engineering building at the PPW Corporation Yard is starting to show signs of age and potential leakage as it approaches its end of serviceable life. Recent HVAC improvements added new penetrations through this aging membrane, including relocation of a large HVAC unit in the center of the roof. The new roof will upgrade the membrane to a single ply cool roof which will also improve the building's energy conservation.
	At the Adult Recreation Center, the rear balcony for the two manager offices upstairs cantilevers over the activity room below. During heavy rainstorms, water leaks from under the thresholds upstairs into the middle of the room below. The membrane needs to be replaced which entails significant reconstruction of the sliding doors, siding, and balcony deck.
Operating Budget Impacts	The project will use staff time for construction management and inspection. The staff time for this project will be included in the department's FY 2020/21 Operating Budget.

PUBLIC FACILITIES PROGRAM

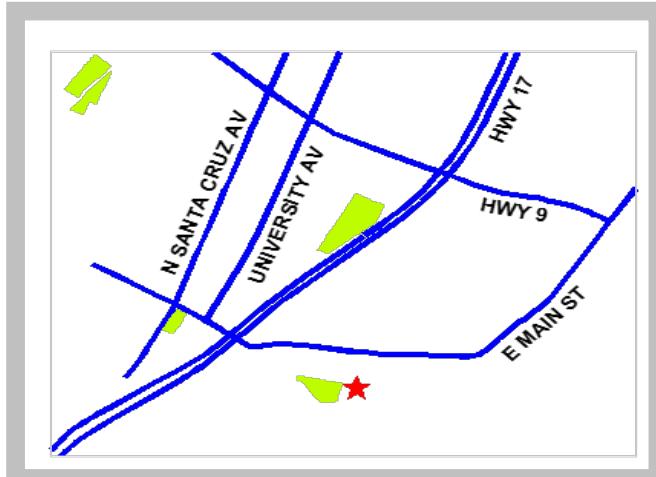
Town Infrastructure & Facilities Projects

Project Components & Estimated Timeline	Winter 2019	Design	Project design & development
	Spring 2020	Bid Process	Project bidding & contract award
	Summer 2020	Construction	Project construction
	Fall 2020	Completion	Project completion

WATERPROOFING - TOWN-WIDE										Project 821-2010	
SOURCE OF FUNDS	Prior Yrs	2019/20	Estimated	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22	2022/23	2023/24	2024/25	Total Project	
	Actuals	Estimated	Carryfwd to 2020/21			Proposed	Proposed	Proposed	Proposed		
GFAR											
Transfer from Facilities	\$ -	\$ -	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000	
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000	
USE OF FUNDS	Prior Yrs	2019/20	Estimated	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22	2022/23	2023/24	2024/25	Total Project	
	Actuals	Estimated	Carryfwd to 2020/21			Proposed	Proposed	Proposed	Proposed		
GFAR											
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-	
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-	
Consultant Services	-	-	-	-	-	-	-	-	-	-	
Project Construction Expenses	-	-	75,000	-	75,000	-	-	-	-	75,000	
TOTAL GFAR	\$ -	\$ -	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000	
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000	

PUBLIC FACILITIES PROGRAM

Town Infrastructure & Facilities Projects



Project Name Sound Mitigation in Library Lobby

Project Number 821-2504

Department Parks & Public Works

Project Manager Facilities Manager: Dan Keller

Description This project will install sound baffling to the low ceiling in the Library lobby.

Location This project location is inside the Library at 100 Villa Avenue.

Project Background This is the second phase of sound reduction in the Library following successful installation of doors to the teen area in phase one. This project will install sound baffling to the ceiling in the Library lobby to help diffuse noise.

Operating Budget Impacts The project will use staff time for construction management and inspection. The staff time for this project will be included in the department's FY 2020/21 Operating Budget.

PUBLIC FACILITIES PROGRAM

Town Infrastructure & Facilities Projects

Project Components & Estimated Timeline	Winter 2020	Design	Project design & development
	Spring 2020	Bid Process	Project bidding & contract award
	Summer 2020	Construction	Project construction
	Fall 2020	Completion	Project completion

SOUND MITIGATION IN LIBRARY LOBBY										Project 821-2504
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Transfer from Library Trust</i>	\$ -	\$ -	\$ 22,000	\$ -	\$ 22,000	\$ -	\$ -	\$ -	\$ -	\$ 22,000
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 22,000	\$ -	\$ 22,000	\$ -	\$ -	\$ -	\$ -	\$ 22,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	22,000	-	22,000	-	-	-	-	22,000
TOTAL GFAR	\$ -	\$ -	\$ 22,000	\$ -	\$ 22,000	\$ -	\$ -	\$ -	\$ -	\$ 22,000
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 22,000	\$ -	\$ 22,000	\$ -	\$ -	\$ -	\$ -	\$ 22,000

PUBLIC FACILITIES PROGRAM

Town Infrastructure & Facilities Projects



TOWN-WIDE

Project Name	Fire Suppression (Halon) for Server Rooms	Project Number	841-6004
Department	Parks & Public Works	Project Manager	Facilities Manager: Dan Keller
Description	This project will install fire suppression systems that are specific for server rooms.		
Location	This project is located at the Civic Center (110 East Main Street) and the Town of Los Gatos Police Operations Building (15900 Los Gatos Boulevard).		
Project Background	Basic fire suppression systems use water-based sprinklers to protect infrastructure. Server rooms require different fire suppression to avoid damaging equipment in case the fire suppression is triggered. This project will install non-destructive gas suppression systems at main server rooms at essential facilities.		
Operating Budget Impacts	The project will use staff time for construction management and inspection. The staff time for this project will be included in the department's FY 2020/2021 Operating Budget.		

PUBLIC FACILITIES PROGRAM

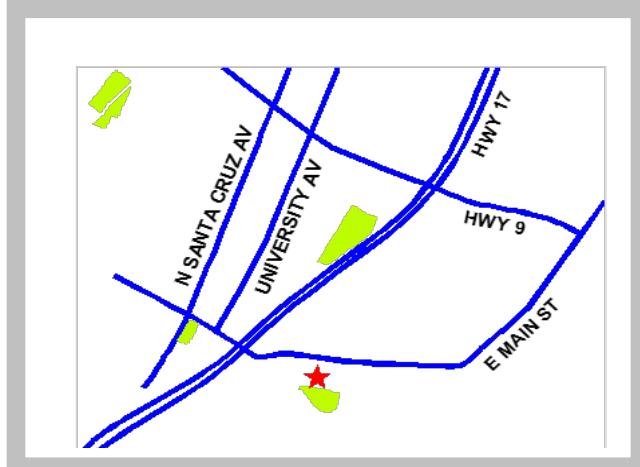
Town Infrastructure & Facilities Projects

Project Components & Estimated Timeline	Spring 2020	Bid process	Project bidding & contract award
	Summer 2020	Construction	Project Construction
	Fall 2020	Completion	Project completion

FIRE SUPPRESSION (HALON) FOR SERVER ROOMS										Project 841-6004
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										-
Transfer from Facilities	\$ -	\$ -	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	-	-	- 200,000	-	- 200,000	-	-	-	-	200,000
TOTAL GFAR	\$ -	\$ -	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000

PUBLIC FACILITIES PROGRAM

Town Infrastructure & Facilities Projects



Project Name Police Headquarters Roof Repair
Department Parks & Public Works

Project Number 821-2118
Project Manager Facilities Manager: Dan Keller

Description	This project will replace the Police Headquarters roof with a new membrane.
Location	This project is located at the Police Headquarters building (110 East Main Street).
Project Background	The roof for the Police Headquarters wing of the civic center has reached the end of its useful life. The roof has a history of water leaks and since the removal of the HVAC system over the old dispatch center, the leaks have increased. This project will replace the roof with a new roof membrane to match the museum wing roof completed in 2017.
Operating Budget Impacts	The project will use staff time for construction management and inspection. The staff time for this project will be included in the department's FY 2020/21 Operating Budget.

PUBLIC FACILITIES PROGRAM

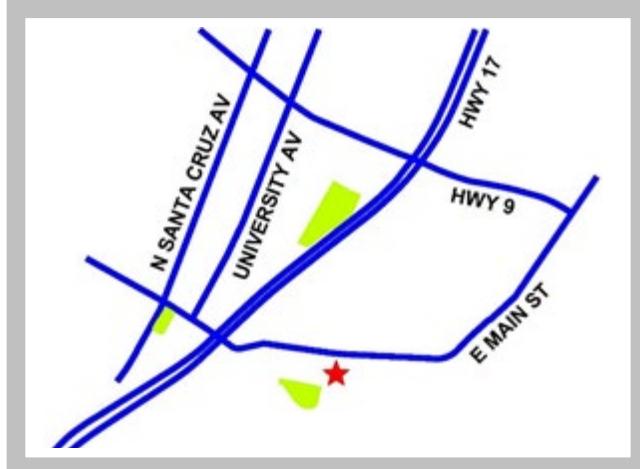
Town Infrastructure & Facilities Projects

Project Components & Estimated Timeline	Winter 2019	Bid process	Project bidding & contract award
	Spring 2020	Construction	Project Construction
	Summer 2020	Completion	Project completion

POLICE HEADQUARTERS ROOF REPAIR										821-2118
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
	GFAR	Transfer from Facilities	\$ 47,752			\$ -	\$ 2,248	\$ -	\$ -	\$ -
TOTAL SOURCE OF FUNDS	-	47,752	2,248	-	2,248	-	-	-	-	50,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
	GFAR	Salaries and Benefits	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	47,752	2,248	-	2,248	-	-	-	-	50,000
TOTAL GFAR	-	47,752	2,248	-	2,248	-	-	-	-	50,000
TOTAL USE OF FUNDS	-	47,752	2,248	-	2,248	-	-	-	-	50,000

PUBLIC FACILITIES PROGRAM

Town Infrastructure & Facilities Projects



Project Name Adult Recreation Center – Floor Repair
Department Parks & Public Works

Project Number 821-2206
Project Manager Facilities Manager: Dan Keller

Description	This project will replace the flooring in the multi-purpose room at the Adult Recreation Center.
Location	This project will take place at the Adult Recreation Center (208 East Main Street).
Project Background	The floor at the Adult Recreation Center has reached the end of its useful life. This project will replace the floor.
Operating Budget Impacts	The project will use staff time for construction management and inspection. The staff time for this project will be included in the department's FY 2020/21 Operating Budget.

PUBLIC FACILITIES PROGRAM

Town Infrastructure & Facilities Projects

Project Components & Estimated Timeline	Winter 2020	Bid process	Project bidding & contract award
	Spring 2021	Construction	Project Construction
	Summer 2021	Completion	Project completion

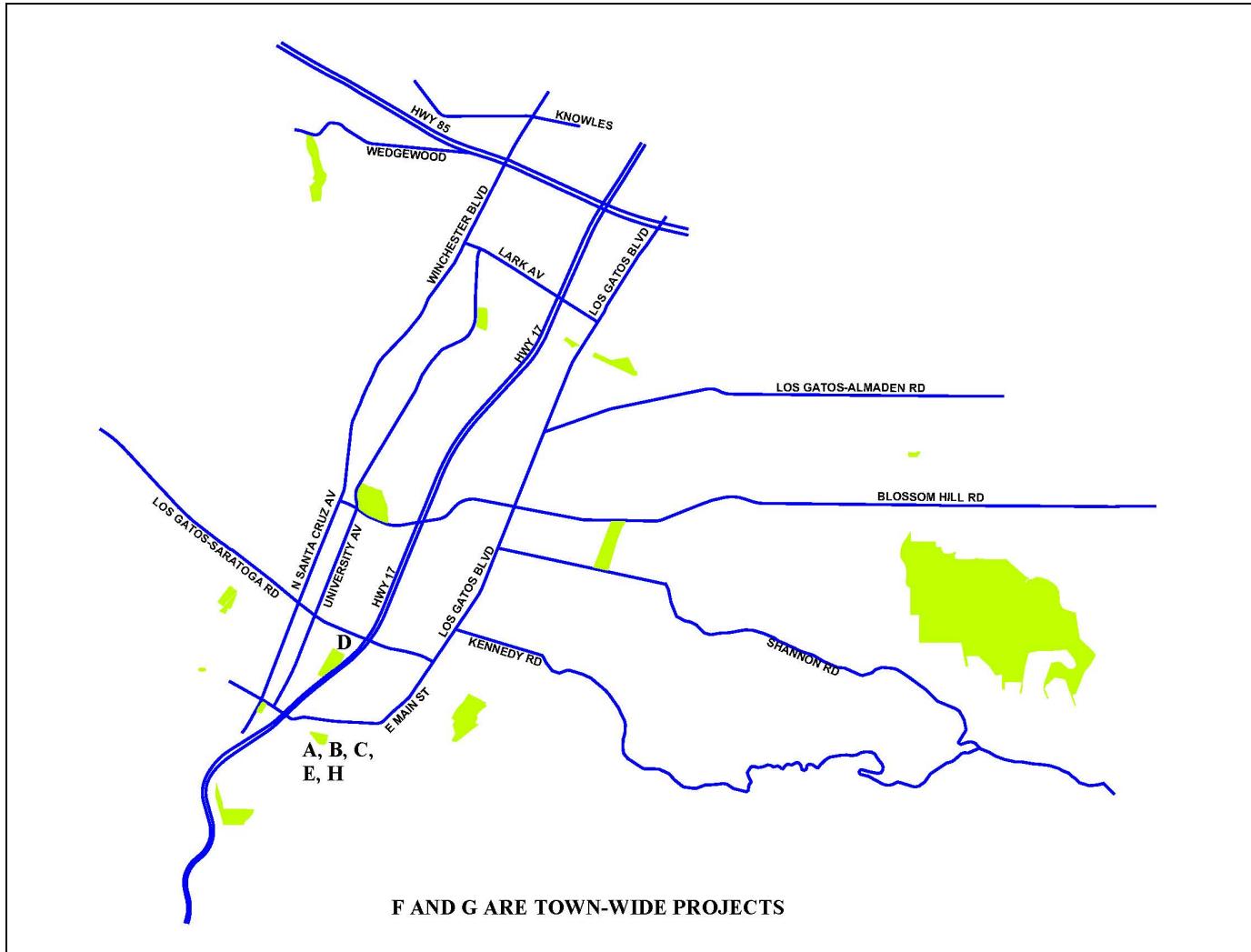
ADULT RECREATION CENTER - FLOOR REPAIR										821-2206
SOURCE OF FUNDS	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project	
	GFAR	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ 100,000				
USE OF FUNDS	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project	
	GFAR				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	100,000	100,000	-	-	-	-	-	100,000
TOTAL GFAR	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ 100,000				
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ 100,000				

PUBLIC FACILITIES PROGRAM
Town Infrastructure & Facilities Projects



PUBLIC FACILITIES PROGRAM

Equipment Projects



PROJECT LOCATIONS	
A	Information System Upgrade
B	Audio/Video System Upgrade
C	Town-Wide Document Imaging Project
D	Engineering Document Archiving Silicon Valley Regional Interoperability Project (SVRIP)
E	Service
F	EOC Communication Upgrade
G	IT Disaster Recovery Improvements Computer-Aided Dispatch and Records Management
H	System (CAD/RMS)

PUBLIC FACILITIES PROGRAM

Equipment Projects

PROGRAM SECTION DIRECTORY	PAGE
6101 Information System Upgrade	E – 34
6001 Audio/Video System Upgrade	E – 36
6003 Town-Wide Document Imaging Project	E – 38
2305 Engineering Document Archiving	E – 40
6305 Silicon Valley Regional Interoperability Project (SVRIP) Service	E – 42
6103 EOC Communication Upgrade	E – 44
6104 IT Disaster Recovery Improvements	E – 46
6301 Computer-Aided Dispatch and Records Management System (CAD/RMS)	E – 48

PUBLIC FACILITIES PROGRAM

Equipment Projects

The *Equipment Projects* section contains Capital Improvement Program projects that provide new equipment; or replace, improve, or upgrade existing Town equipment.

This section does not have ongoing equipment programs; all projects are considered one-time projects. One-time equipment capital improvement projects are prioritized based on service level considerations, available funding sources, project costs, and community impacts.

Los Gatos does not have a designated funding source for new equipment or the replacement or upgrading of existing equipment; however, grants are pursued and utilized when available.

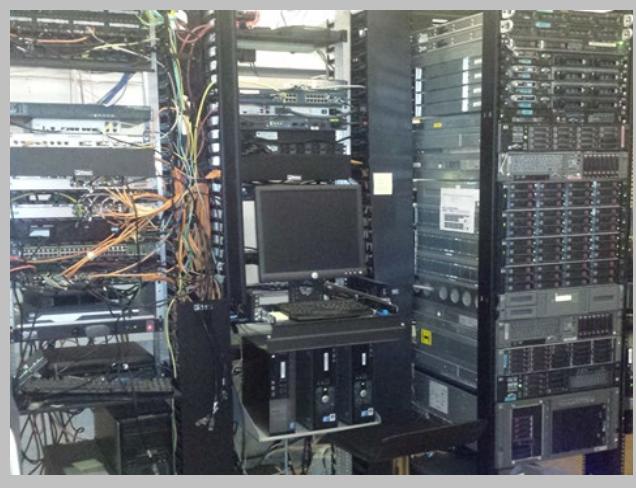
EQUIPMENT PROJECTS SUMMARY

FY 2020/21 - 2024/25 CAPITAL IMPROVEMENT PROGRAM							
EQUIPMENT PROJECT SUMMARY BY PROGRAM							
	Expended Through 2019/20	2020/21 Budget & Carryfwd*	2021/22 Budget	2022/23 Budget	2023/24 Budget	2024/25 Budget	Total Budgeted
<i>Carryforward Projects</i>							
6101 Information System Upgrade	\$ 292,528	\$ 77,026	\$ -	\$ -	\$ -	\$ -	\$ 369,554
6001 Audio/Video System Upgrade	68,048	42,552	-	-	-	-	110,600
6003 Town-wide Document Imaging Project	198,011	16,990	-	-	-	-	215,000
2305 Engineering Document Archiving	48,284	11,716	-	-	-	-	60,000
6305 Silicon Valley Regional Interoperability Project (SVRIP) Service	395,661	62,967	-	-	-	-	458,628
6103 EOC Communications Upgrade	20,618	29,382	-	-	-	-	50,000
6104 IT Disaster Recovery Improvements	30,155	169,845	-	-	-	-	200,000
6301 Computer-Aided Dispatch and Records Management System	24,476	510,814	-	-	-	-	535,290
<i>New Projects</i>							
Total Equipment Projects	\$ 1,077,781	\$ 921,291	\$ -	\$ -	\$ -	\$ -	\$ 1,999,072

Total FY 2019/20 Carryforward \$921,291

PUBLIC FACILITIES PROGRAM

Equipment Projects



Project Name Information System Upgrade

Department Finance

Project Number 841-6101

Project Manager Finance Director: Stephen Conway

Description This project upgrades the Town's existing financial/human resources information database, enhancing its reporting system and providing future web-based online services. This project will be coordinated with the upgrade of the Town's existing permit tracking system.

Location The project will enhance the information systems used by the Finance, Human Resources, and Building Departments. Purchased computer hardware will be located in the IT Department, 110 E. Main Street.

Project Background In FY 2008/09, staff completed a significant portion of a multi-year financial information system upgrade. This project involved the conversion of General Ledgers, Payroll, Budget, and Human Resources modules, followed by the implementation of the Cashiering and Business License modules. Planned for FY 2020/21 required system upgrade, cloud hosting, online-timesheet management, completion of the fixed asset module, and continuation of electronic commerce, including online permitting and business license applications.

Operating Budget Impacts The remaining project balance is estimated to be \$77,026. It is anticipated that the maintenance costs for the Finance/Human Resources information system would be approximately \$40,000 annually, which has been incorporated into the FY 2020/21 Operating Budget.

PUBLIC FACILITIES PROGRAM

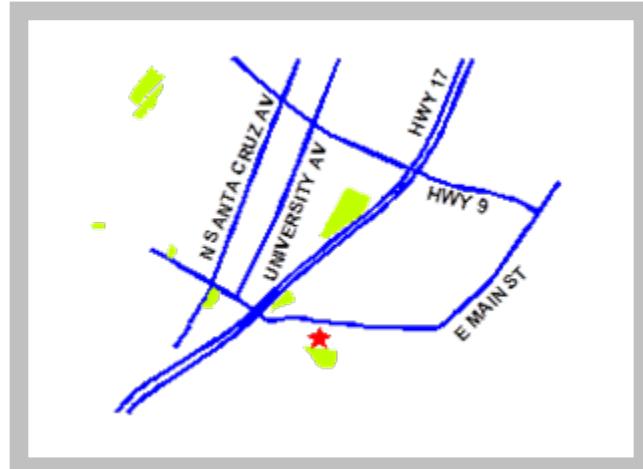
Equipment Projects

Project Components & Estimated Timeline	Summer 2020	System Implementation	Upgrade and test data migration and functionality of financial/human resources information database.
	Fall 2020	System Implementation	Develop and test fixed assets, electronic commerce and electronic timesheet functions.
	Summer 2020		Implement data migration
	Fall 2020	System Implementation	Implementation of electronic commerce and electronic timesheet functions.

INFORMATION SYSTEM UPGRADE										Project 841-6101
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
Transfer from MIS	\$ 188,975	\$ 103,553	\$ 77,026	\$ -	\$ 77,026	\$ -	\$ -	\$ -	\$ -	\$ 369,554
TOTAL SOURCE OF FUNDS	\$ 188,975	\$ 103,553	\$ 77,026	\$ -	\$ 77,026	\$ -	\$ -	\$ -	\$ -	\$ 369,554
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	188,975	103,553	77,026	-	77,026	-	-	-	-	369,554
Project Construction Expenses	-	-	-	-	-	-	-	-	-	-
TOTAL GFAR	\$ 188,975	\$ 103,553	\$ 77,026	\$ -	\$ 77,026	\$ -	\$ -	\$ -	\$ -	\$ 369,554
TOTAL USE OF FUNDS	\$ 188,975	\$ 103,553	\$ 77,026	\$ -	\$ 77,026	\$ -	\$ -	\$ -	\$ -	\$ 369,554

PUBLIC FACILITIES PROGRAM

Equipment Projects



Project Name	Audio/Video System Upgrade	Project Number	841-6001
Department	Town Manager	Project Manager	IT Manager: Chris Gjerde
Description	This project provides for the replacement and/or upgrade of Council Chamber video, audio/visual, and other applicable equipment used for televised and non-televised public meetings.		
Location	The video production system is located in the audio/video equipment room at the Civic Center, 110 E. Main Street, and involves various electronic equipment required to cablecast public meetings and make presentations.		
Project Background	In FY 2008/09, the audio/visual equipment located in the Town Council Chambers was upgraded to meet the needs at that time. The maintenance of the video production equipment is now the responsibility of KCAT, who receives Public, Educational, and Governmental (PEG) fees, provided by local cable operators for this purpose. The remaining funds in this project will be used to replace and/or upgrade the Town's A/V equipment in the Council Chambers, as needed. Staff will also explore the availability of additional audio/visual meeting management enhancements.		
Operating Budget Impacts	This Audio/Video System Upgrade project is funded in the GFAR Fund. It is unknown at this time which replacements or upgrades will be required during FY 2020/21. Staff oversight of this project will be included in the FY 2020/21 Operating Budget.		

PUBLIC FACILITIES PROGRAM

Equipment Projects

Project Components & Estimated Timeline	Fiscal Year 2020/21	Monitoring	As needed.
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AUDIO / VIDEO SYSTEM UPGRADE										Project 841-6001
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
	GFAR	\$ 68,048	\$ -	\$ 42,552	\$ -	\$ 42,552	\$ -	\$ -	\$ -	\$ 110,600
TOTAL SOURCE OF FUNDS	\$ 68,048	\$ -	\$ 42,552	\$ -	\$ 42,552	\$ -	\$ -	\$ -	\$ -	\$ 110,600
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	68,048	-	42,552	-	42,552	-	-	-	-	110,600
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	-	-	-	-	-	-	-	-	-	-
TOTAL GFAR	\$ 68,048	\$ -	\$ 42,552	\$ -	\$ 42,552	\$ -	\$ -	\$ -	\$ -	\$ 110,600
TOTAL USE OF FUNDS	\$ 68,048	\$ -	\$ 42,552	\$ -	\$ 42,552	\$ -	\$ -	\$ -	\$ -	\$ 110,600

PUBLIC FACILITIES PROGRAM

Equipment Projects



Project Name	Town-Wide Document Imaging Project	Project Number	841-6003
Department	Community Development/Police	Project Manager	Community Development Director: Joel Paulson
Description	This is the continuation of the first phase of a Town-wide project to convert existing microfiche and paper files to electronic storage and provide desktop access.		
Location	Town of Los Gatos Civic Center complex (110 E. Main Street).		
Project Background	The Community Development Department has an immediate need to provide electronic storage and retrieval of many archived documents. The electronic retrieval system will allow immediate access to all building and planning files for members of the Community Development Department via desktop access. Following implementation, priorities will be identified to expand document imaging to other departments, subject to available funding.		
Operating Budget Impacts	The Community Development Department collects permit fees, a portion of which will be used to offset some costs for document storage.		

PUBLIC FACILITIES PROGRAM

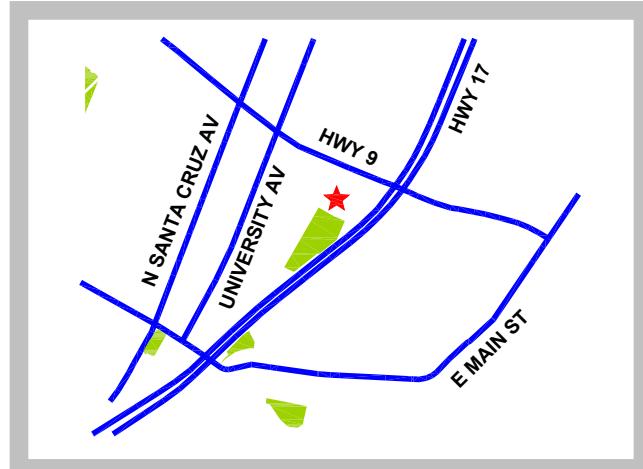
Equipment Projects

Project Components & Estimated Timeline	FY 2020/21	Production	Continue document conversion of Building and Planning Division files.
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TOWN-WIDE DOCUMENT IMAGING PROJECT										Project 841-6003
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Transfer from MIS</i>	\$ 198,011	\$ -	\$ 16,990	\$ -	\$ 16,990	\$ -	\$ -	\$ -	\$ -	\$ 215,000
TOTAL SOURCE OF FUNDS	\$ 198,011	\$ -	\$ 16,990	\$ -	\$ 16,990	\$ -	\$ -	\$ -	\$ -	\$ 215,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	- -	- -	- -	- -	- -	- -	- -	- -	- -	- -
<i>Site Acquisition & Preparation</i>	- -	- -	- -	- -	- -	- -	- -	- -	- -	- -
<i>Consultant Services</i>	- -	- -	- -	- -	- -	- -	- -	- -	- -	- -
<i>Project Construction Expenses</i>	198,011	- -	16,990	- -	16,990	- -	- -	- -	- -	215,000
TOTAL GFAR	\$ 198,011	\$ -	\$ 16,990	\$ -	\$ 16,990	\$ -	\$ -	\$ -	\$ -	\$ 215,000
TOTAL USE OF FUNDS	\$ 198,011	\$ -	\$ 16,990	\$ -	\$ 16,990	\$ -	\$ -	\$ -	\$ -	\$ 215,000

PUBLIC FACILITIES PROGRAM

Equipment Projects



Project Name Engineering Document Archiving

Department Parks & Public Works

Project Number 821-2305

Project Manager Assistant PPW Director: Lisa Petersen

Description This project will scan and archive all engineering record documents such as as-builts, federal and state funded capital improvement projects, and recorded documents, all of which are currently stored in paper format.

Location This project is located at the Engineering Services office (41 Miles Avenue).

Project Background Currently, most files are kept in a hard copy format in the Engineering Services office. These hard copies have become damaged due to age and need to be preserved through archiving to maintain pertinent records. By digitally archiving these documents, searching through records becomes much more efficient. It is anticipated that this project will be implemented over several fiscal years, starting in FY 2014/15 and completion estimated in FY 2020/21.

Operating Budget Impacts This project will use staff time for management. The staff time for this project is included in the Operating Budget.

PUBLIC FACILITIES PROGRAM

Equipment Projects

Project Components & Estimated Timeline	Summer 2015	Design	Project development
	Fall 2015	Bid process	Project bidding & contract award
	Fall 2020	Completion	Project completion

ENGINEERING DOCUMENT ARCHIVING										Project 821-2305
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ 8,284	\$ 40,000	\$ 11,716	\$ -	\$ 11,716	\$ -	\$ -	\$ -	\$ -	\$ 60,000
TOTAL SOURCE OF FUNDS	\$ 8,284	\$ 40,000	\$ 11,716	\$ -	\$ 11,716	\$ -	\$ -	\$ -	\$ -	\$ 60,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	8,284	40,000	11,716	-	11,716	-	-	-	-	60,000
TOTAL GFAR	\$ 8,284	\$ 40,000	\$ 11,716	\$ -	\$ 11,716	\$ -	\$ -	\$ -	\$ -	\$ 60,000
TOTAL USE OF FUNDS	\$ 8,284	\$ 40,000	\$ 11,716	\$ -	\$ 11,716	\$ -	\$ -	\$ -	\$ -	\$ 60,000

PUBLIC FACILITIES PROGRAM

Equipment Projects



Project Name	Silicon Valley Regional Interoperability Project (SVRIP) Service	Project Number	841-6305
Department	Police	Project Manager	Captain D'Antonio
Description	This project will update the existing police radio system infrastructure to be compatible with the regional interoperability requirements.		
Location	Town of Los Gatos Civic Center Complex (110 E Main Street) and the Town of Los Gatos Police Operations Building (15900 Los Gatos Boulevard).		
Project Background	The Silicon Valley Radio Interoperability Authority (SVRIA) in conjunction with the City Managers Association and the County Chiefs Association is moving towards a program for regional interoperability of public safety communications for police, fire services, and public works across all jurisdictions. The Police Department, in conjunction with other public safety agencies within Santa Clara County, will be contributing to radio system infrastructure for a period of three years to allow for interoperability of public safety communications regionally.		
Operating Budget Impacts	Staff oversight of this SVRIP project will be included in the Operating Budget.		

PUBLIC FACILITIES PROGRAM

Equipment Projects

Project Components & Estimated Timeline	Summer 2015	Design	Project development					
	Winter 2016	Bid process	Project bidding & contract award					
	Summer 2020	Completion	Project completion					

SILICON VALLEY REGIONAL INTEROPERABILITY PROJECT (SVRIP) SERVICE										Project 841-6305
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ 395,176	\$ 486	\$ 62,967	\$ -	\$ 62,967	\$ -	\$ -	\$ -	\$ -	\$ 458,628
TOTAL SOURCE OF FUNDS	\$ 395,176	\$ 486	\$ 62,967	\$ -	\$ 62,967	\$ -	\$ -	\$ -	\$ -	\$ 458,628
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	395,176	486	62,967	-	62,967	-	-	-	-	458,628
TOTAL GFAR	\$ 395,176	\$ 486	\$ 62,967	\$ -	\$ 62,967	\$ -	\$ -	\$ -	\$ -	\$ 458,628
TOTAL USE OF FUNDS	\$ 395,176	\$ 486	\$ 62,967	\$ -	\$ 62,967	\$ -	\$ -	\$ -	\$ -	\$ 458,628

PUBLIC FACILITIES PROGRAM

Equipment Projects



TOWN-WIDE

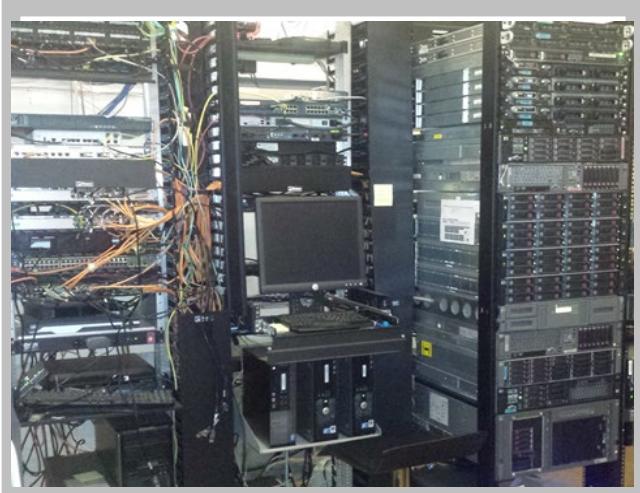
Project Name	EOC Communications Upgrade	Project Number	841-6103
Department	Town Manager Office/IT/PD	Project Manager	Assistant Town Manager, Arn Andrews
Description	This project upgrades identified deficiencies in the Town's Emergency Operations Center (EOC) communication capabilities.		
Location	The project will enhance the communication systems within the EOC to create better interoperability between Town staff, Public Safety and citizen volunteers in the event of an emergency.		
Project Background	The recent wildfire disasters in California and lessons learned from prior Town emergency preparedness exercises continue to identify a lack of adequate communications as a major flaw in emergency responses. Without robust EOC communication capabilities the situational awareness necessary to adequately assess, and respond to, an operational area in the event of an emergency is severely compromised. Staff is seeking to create multiple seamless communication channels between the Town EOC, County EOC, Town Public Safety staff, Town PPW staff, Town CDD staff, and CERT volunteers.		
Operating Budget Impacts	This project will use staff time for management. The staff time for this project is included in the FY 2020/21 Operating Budget.		

PUBLIC FACILITIES PROGRAM

Equipment Projects

Project Components & Estimated Timeline	Summer 2018	Design	Project development
	Fall 2018	Procurement	Procurement of equipment and installation
	Fall 2020	Completion	Project completion

EOC COMMUNICATION UPGRADE										Project 841-6103
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR	\$ 19,618	\$ 1,000	\$ 29,382			\$ -	\$ 29,382	\$ -	\$ -	\$ 50,000
TOTAL SOURCE OF FUNDS	\$ 19,618	\$ 1,000	\$ 29,382	\$ -	\$ 29,382	\$ -	\$ -	\$ -	\$ -	\$ 50,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	19,618	1,000	29,382	-	29,382	-	-	-	-	\$ 50,000
TOTAL GFAR	\$ 19,618	\$ 1,000	\$ 29,382	\$ -	\$ 29,382	\$ -	\$ -	\$ -	\$ -	\$ 50,000
TOTAL USE OF FUNDS	\$ 19,618	\$ 1,000	\$ 29,382	\$ -	\$ 29,382	\$ -	\$ -	\$ -	\$ -	\$ 50,000



TOWN-WIDE

Project Name IT Disaster Recovery Improvements
Department IT

Project Number 841-6104
Project Manager IT Manager: Chris Gjerde

Description	This project upgrades the Town's existing Information Technology infrastructure including windows servers, storage, and network switches.
Location	The project will enhance the IT systems used by all Town departments at all locations. Purchased computer hardware will be located at 110 E. Main Street and 15900 Los Gatos Boulevard
Project Background	Annually staff evaluates and replaces older servers and network infrastructure to ensure reliable operation. In FY 2017/18, staff began an IT disaster recovery inventory, identifying many areas to improve our disaster preparedness posture and increasing efficiencies with more modern infrastructure design. These improvements to IT infrastructure require more than a simple staggered replacement of a small percentage of servers. Improvements include Hypervisor Server Clusters and Replication, redundant Storage Area Networks, and Public Cloud DR Data Center.
Operating Budget Impacts	This project will use staff time for management. The staff time for this project is included in the FY 2020/21 Operating Budget.

PUBLIC FACILITIES PROGRAM

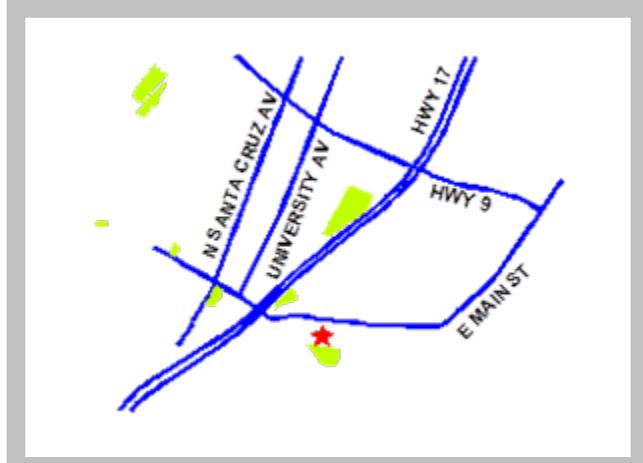
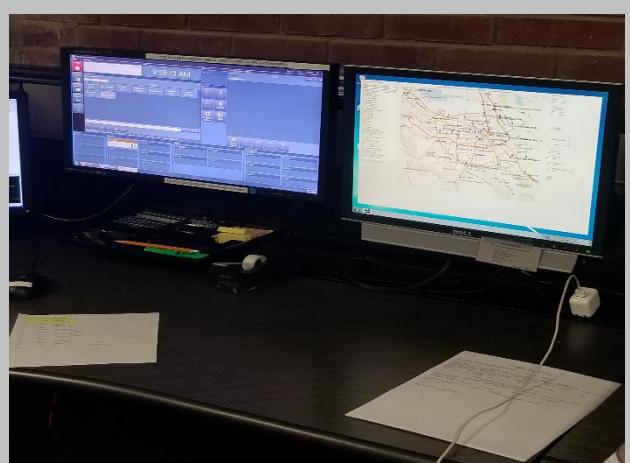
Equipment Projects

Project Components & Estimated Timeline	Summer 2019	Design	Project development
	Fall 2019	Procurement	Procurement of equipment and installation
	Fall 2020	Completion	Project completion

IT DISASTER RECOVERY IMPROVEMENTS										Project 841-6104
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
Transfer from MIS	\$ 7,942	\$ 22,213	\$ 169,845	\$ -	\$ 169,845	\$ -	\$ -	\$ -	\$ -	\$ 200,000
TOTAL SOURCE OF FUNDS	\$ 7,942	\$ 22,213	\$ 169,845	\$ -	\$ 169,845	\$ -	\$ -	\$ -	\$ -	\$ 200,000
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	7,942	22,213	169,845	-	169,845	-	-	-	-	200,000
TOTAL GFAR	\$ 7,942	\$ 22,213	\$ 169,845	\$ -	\$ 169,845	\$ -	\$ -	\$ -	\$ -	\$ 200,000
TOTAL USE OF FUNDS	\$ 7,942	\$ 22,213	\$ 169,845	\$ -	\$ 169,845	\$ -	\$ -	\$ -	\$ -	\$ 200,000

PUBLIC FACILITIES PROGRAM

Equipment Projects



Project Name Computer-Aided Dispatch and Records Management System (CAD/RMS)

Department Police

Project Number 841-6301

Project Manager Captain D'Antonio

Description This project upgrades the Police Departments current Computer Aided Dispatch and Records Management System (CAD/RMS).

Location This project is located at Police Administration Building.

Project Background The Los Gatos Monte Sereno Police Department has an immediate need to replace its Computer Aided Dispatch and Records Management System (CAD/RMS). The Los Gatos Monte Sereno Police Department and the City of Sunnyvale have been in a cost sharing agreement since October 2016, and the Town needs an independent system.

The Department seeks an integrated solution that offers the capability to comply with existing and upcoming mandates, capture ongoing statistical data, accurately measure performance, better equip first responders with relevant information, reduce report writing time, enhance internal cross-training, and be technologically progressive. Enhancements will give CAD/RMS terminal access to sworn and non-sworn support personnel, including physical access at two sites and mobile access in 14 vehicles.

Operating Budget Impacts This project will use staff time for management. The staff time for this project is included in the Operating Budget.

PUBLIC FACILITIES PROGRAM

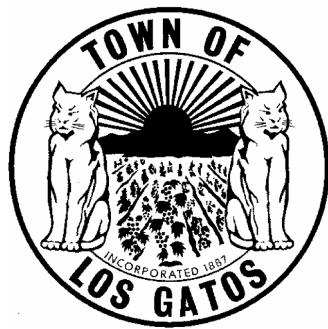
Equipment Projects

Project Components & Estimated Timeline	Spring 2019	Bid process	Project bidding & contract award					
	Fall 2019	Procurement	Procurement of equipment and installation					
	Summer 2020	Completion	Project completion					

COMPUTER-AIDED DISPATCH AND RECORDS MANAGEMENT SYSTEM									Project 841-6301	
SOURCE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
Transfer from Equipment Replacement	\$ 10,290	\$ 14,186	\$ 510,814	\$ -	\$ 510,814	\$ -	\$ -	\$ -	\$ -	\$ 535,290
TOTAL SOURCE OF FUNDS	\$ 10,290	\$ 14,186	\$ 510,814	\$ -	\$ 510,814	\$ -	\$ -	\$ -	\$ -	\$ 535,290
USE OF FUNDS	Prior Yrs Actuals	2019/20 Estimated	Estimated Carryfwd to 2020/21	2020/21 New Funding	2020/21 Budget (with Carryfwd)	2021/22 Proposed	2022/23 Proposed	2023/24 Proposed	2024/25 Proposed	Total Project
GFAR										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	10,290	14,186	510,814	-	510,814	-	-	-	-	535,290
TOTAL GFAR	\$ 10,290	\$ 14,186	\$ 510,814	\$ -	\$ 510,814	\$ -	\$ -	\$ -	\$ -	\$ 535,290
TOTAL USE OF FUNDS	\$ 10,290	\$ 14,186	\$ 510,814	\$ -	\$ 510,814	\$ -	\$ -	\$ -	\$ -	\$ 535,290

PUBLIC FACILITIES PROGRAM

Equipment Projects



Reference

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Accrual Basis Accounting - Under this accounting method, transactions are recognized when they occur, regardless of the timing of related cash receipts and disbursements.

Adoption - Formal action by the Town Council which sets the spending limits for the fiscal year. The Town's budget is adopted by Council resolution.

Appropriation - An authorization made by the Town Council that permits officials to incur obligations against and to make expenditures of government resources. Appropriations are typically granted for a one-year period.

Audit - Prepared by an independent Certified Public Accountant (CPA), the primary objective of an audit is to determine if the Town's Financial Statements present fairly the Town's financial position and results of operations in conformity with generally accepted accounting principles. In conjunction with its performance of an audit, it is customary for an independent auditor to issue a Management Letter stating the adequacy of the Town's internal controls as well as recommending improvements to the Town's financial management practices.

Bonds - A bond is a written promise to pay a specified sum of money (called the face value or principal amount) at a specified date or dates in the future (called the maturity date) together with period interest at a specified rate. Bonds are typically used to finance capital facilities.

Budget - As the Town's financial operating plan for the fiscal year, the budget displays the estimated expenditures (costs) for providing services and the estimated sources of revenue (income) to pay for them. Once the Town Council adopts the budget, the total becomes the maximum spending limit. Los Gatos' budget encompasses a single fiscal year (July 1 through June 30).

Budget Amendment - The Council has the sole responsibility for adopting the Town's budget and may amend or supplement the budget at any time after adoption. The Town Manager has the authority to approve administrative adjustments to the budget as outlined in the Financial and Administrative Policies set by Council.

Budget Document - The official financial spending and resource plan submitted by the Town Manager and adopted by the Town Council explaining the approved budget to the public and Town Council.

Budget Message - Included in the opening section of the budget, the Budget Message provides the Council and the public with a general summary of the most important aspects of the budget, comparative data from previous fiscal years, goals and objectives, and the views and recommendations of the Town Manager.

Budget Overview - This section provides an overview of the changes adopted in the budget. Additionally, the significant impacts of budgetary changes are outlined along with dollar amounts (increase/decrease).

Budget Policies - General and specific guidelines adopted by the Council that govern the financial plan's preparation and administration.

Capital or Community Improvements - Capital or community improvements are major construction, acquisition, or maintenance/repair projects. Typical examples of major construction would include new street improvements, park development, and public buildings. Acquisition includes land for parks and open space. Major maintenance/repairs may include street resurfacing or modifications to public buildings.

Capital Improvement Program (CIP) - The plan or schedule of expenditures for major construction of roads, sidewalks, Town facilities, and/or park improvements and for the purchase of equipment. The Town of Los Gatos' CIP follows a five-year schedule. Although the Town adopts the CIP budget in a process which is separate from the adoption of the budget, the budget incorporates the first year of the five-year CIP.

Capital Projects Fund - In governmental accounting, a fund that accounts for financial resources to be used for the acquisition or construction of capital facilities. The total cost of a capital project is accumulated in a single expenditures account which accumulates until the project is completed, at which time the fund ceases to exist.

Capital Outlay - Expenditures which result in the acquisition of or additions to fixed assets. Examples include land, buildings, machinery, equipment, and construction projects.

Capital Assets – See “Fixed Assets.”

Cash Basis Accounting - A basis of accounting under which transactions are recognized only when cash is received or disbursed.

CDBG (Community Development Block Grant) - Federal grant funds distributed from the U.S. Department of Housing and Urban Development that are passed through to the Town. The Town primarily uses these funds for housing rehabilitation, public improvements, and local social programs.

Construction Tax - A construction tax is imposed upon the construction of any building, portion of a building, or a mobile home lot. Construction by definition means either new construction or enlargement. The taxes imposed are based upon a set rate per square foot as follows:

- a) **Capital Improvement Tax** - \$0.18 for each square foot of building addition or alteration
- b) **Underground Utility Tax** - \$0.18 for each square foot of building addition or alteration
- c) **Park Fund Tax** - \$0.04 for each square foot of building addition or alteration

Contingency - A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Contingent Liabilities - Items which may become liabilities of the Town but are undetermined at a given date, such as pending lawsuits, unsettled disputed claims, unfilled purchase orders, and uncompleted contracts.

Contract Services - Services provided to the Town from the private sector or other public agencies.

Glossary of Terms

Contributed Capital - Resources which are extremely restricted for the acquisition or construction of capital assets. This category includes, but is not limited to, capital grants, residual equity transfers in, and contributions from developers.

Cost Allocation - A fair and equitable methodology for identifying and distributing direct and indirect cost from a service provider to the service consumer. In the Town's case, the general fund is the service provider and the external funds are the service consumer.

Deficit - The excess of liabilities over assets.

Department - A major organizational unit of the Town that has been assigned overall management responsibility for an operation or a group of related operations within a functional area.

Developer Fees and Permits - Fees that are charged for various development-related services or permits based upon actual cost to the Town for providing the service or permit.

Documentary Transfer Tax - Imposed on the transfer of real property, exclusive of any lien or encumbrance. The Town receives 50% of such revenue collected by Santa Clara County.

Encumbrance - Commitment against an approved budget for unperformed (executory) contract for goods or services. Encumbrances cease when the obligation is paid or otherwise terminated. A purchase order is a common encumbrance.

Expenditure - The outflow of funds paid or to be paid for an asset obtained or goods and services obtained. An encumbrance is not an expenditure; an encumbrance reserves funds to be expended.

Fiscal Year - A 12-month period to which the annual operating budget applies and at the end of which the Town determines its financial position and results of its operations. The Town's fiscal year runs from July 1 to June 30.

Five-Year Financial Forecast - Estimates of future revenues and expenditures to help predict the future financial condition of the community.

Fixed Assets - Assets which are intended to be held or used for a long term, such as land, buildings, improvements other than buildings, machinery and equipment.

Fund - An independent fiscal and accounting entity with a self-balancing set of accounts in which financial transactions relating to revenues, expenditures, assets, and liabilities are recorded. Funds other than the General Fund typically have a unique funding source and purpose. Establishing funds enables the Town to account for the use of restricted revenue sources and carry on specific activities or pursue specific objectives.

Fund Accounting - System used by non-profit organizations, particularly governments. Since there is no profit motive, accountability is measured instead of profitability. The main purpose is stewardship of financial resources received and expended in compliance with legal requirements.

Fund Balance - Also known as financial position, fund balance is the excess of current assets over current liabilities and represents the cumulative effect of revenues and other financing sources over expenditure and other financing uses.

GAAP - (Generally Accepted Accounting Principles) - Uniform standards for financial accounting and reporting. They govern the form and content of the basic financial statements of the Town.

Gas Tax Fund - The Gas Tax Fund is used to account for revenues and expenditures apportioned under the Streets and Highways Code of the State of California. Expenditures may be made for any street-related purpose in the Town's system of streets.

General Fund - In governmental accounting, fund used to account for all assets and liabilities of a non-profit entity, except those particularly assigned for other purposes in another more specialized fund. The General Fund is the primary operating fund of the Town.

General Government – Includes offices and departments to support the Town Council, Town Clerk, Town Manager, Town Attorney, Town Treasurer, Human Resources, Finance, Community Development, Police, Parks and Public Works, and Library functions.

General Liability Self Insurance Fund - The General Liability Self Insurance Fund is used to provide the Town with liability and property insurance. Coverage is provided through the Town's participation in a joint powers agreement through the Association of Bay Area Governments (ABAG).

Grant - External contribution, and/or gift of cash, or other asset typically from another governmental entity to be used or expended for a specific purpose, activity, or facility. An example is Community Development Block grant funding from the federal government.

Housing Set-Aside Fund – This fund is used to account for the Redevelopment Agency's 20% set-aside property tax increment revenues and the associated expenditures to be used for increasing or improving low and moderate income housing.

Improvements - Buildings, structures, or attachments to land such as sidewalks, trees, drives, tunnels, drains, and sewers.

Intergovernmental Revenue - Revenue received from other governmental agencies and municipalities, such as grants from the state or federal government.

Inter-Fund Transfers - When the Town moves money between its various funds, it makes an inter-fund transfer, referred to as "transfers in" and "transfers-out." In aggregate, transfers in and out offset each other for the fiscal year.

Levy - (Verb) To impose taxes, special assessments, or service charges for the support of governmental activities. (Noun) The total amount of taxes, special assessments, or service charges imposed by Santa Clara County levying property taxes.

Licenses and Permits - Revenues earned by the issuance of licenses or permits levied in accordance with the benefits conferred by the license or permit.

Lighting and Landscape Fund - The Town has formed six landscape and lighting district funds established by written consent of the property owners owning all of the property within the boundaries of the district.

Objective - A statement of specific direction, purpose, or intent based on the needs of the community and the goals established for a specific program or service level.

Ordinance - A formal legislative enactment by the Town Council. It has the full force and effect of law within Town boundaries unless pre-empted by a higher form of law. An Ordinance has a higher legal standing than a Resolution and is typically codified in a Town's municipal code.

Operating Budget - The operating budget is the primary means by which most of the financing of acquisition, spending, and service delivery activities of a government are controlled. The use of annual operating budgets is required by law.

Personnel - Town staff.

Program - As subdivisions of departments, programs are budgetary or organizational units of government with limited sets of work responsibilities within their respective departments. Programs also serve to increase budgetary accountability. Los Gatos' budget is compiled on a program basis.

Property Tax - A tax imposed on real property (land and permanently attached improvements). The tax is based upon the assessed value of such property. The tax rate may not exceed 1% of assessed value.

Reserve - An account used to indicate that a portion of fund equity is designated, undesignated, or legally restricted for a specific purpose.

Resolution - A special order of the Town Council, which has a lower legal standing than an ordinance.

Resources - Total amounts available for appropriation including estimated revenues, inter-fund transfers, and beginning fund balances.

Revenue - Sources of income which the Town receives during a fiscal year. Examples of revenue include taxes, intergovernmental grants, charges for services, resources forwarded from the prior year, operating transfers for other funds, and other financing sources such as the proceeds derived from the sales of fixed assets.

Revenue Estimate - A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a fiscal year.

Road Impact Fees - Pursuant to Article III of Chapter 15 of the Town Code, the Town collects road impact fees to finance road construction and maintenance projects throughout the town. Article IX of Chapter 15 authorizes the establishment of special fund accounts known as Road Impact #1, Road Impact #2, and Road Impact #3, into which all such fees are deposited. Because the road systems generally follow drainage patterns, the existing drainage basin map boundaries are used to track and expend funds for road construction and maintenance.

Glossary of Terms

The amount of each fee collected is based on an estimate of the weight of the loads to be hauled to or from the project and the weight of heavy vehicles to be used in connection with the project. The fee is collected for Building Permits, Grading and Landscape Permits, Improvement Contracts, and Encroachment Permits. Money collected from such fees is to be used solely for design, construction, and repair of Town streets and installation of sidewalk curb cut ramps when such a requirement is triggered by the level of work as provided by the Americans with Disabilities Act, within the prescribed area. Projects will be brought forward on an as-needed basis.

SA Trust Fund – Fund used to account for the proceeds of notes, and other forms of indebtedness, and the expenditure of these funds to pay the debt, administrative services and projects with the specified boundaries of the Successor Agency of the Town of Los Gatos Redevelopment Agency.

Sales Tax – 1% of taxable sales is returned to the Town by the State Board of Equalization on a monthly direct deposit basis. Under the “Triple Flip” agreement, 0.25% of the 1% is now received in association with property tax but remains sales tax in substance.

Special Revenue Fund - In governmental accounting, a fund used to account for the proceeds of a special revenue source (other than special assessments, expandable trusts, or for major capital projects) that are legally restricted to expenditure for a specified purpose.

Service Charge - Charges for specific services rendered.

Services and Supplies - Expenditures for services and supplies which are directly related to a department's primary service activities.

State Gas Tax Funds - Portions of the tax rate per gallon levied by the State of California on all gasoline purchases are allocated to cities throughout the state. These funds are restricted to expenditures for transit and street-related purposes.

Supplemental Appropriation - An appropriation approved by the Council after the initial budget is adopted.

Taxes - Compulsory charges levied by the Town, county, or state governments for the purpose of financing services performed for the community's benefit.

Town Code - A legal compilation of Town Council-approved ordinances currently in effect. The code defines Town policy with respect to areas such as planning, etc.

Transfers In/Out - Money transferred from one Town fund to another. Differs from revenues and expenses - see definition of these terms, above.

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