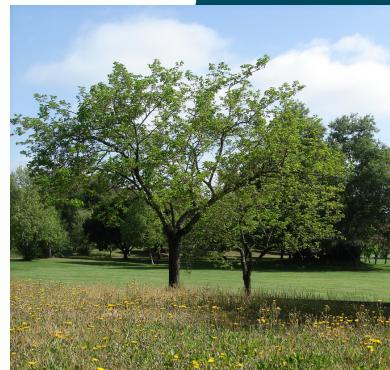




TOWN OF LOS GATOS CALIFORNIA



CAPITAL IMPROVEMENT PROGRAM BUDGET

FISCAL YEAR 2024/25 - 2028/29

Cover Photos: Ken Benjamin, Scott Anderson, and Evie Julian

TOWN OF LOS GATOS



CALIFORNIA

Capital Improvement Program

for

Fiscal Years July 1, 2024 to June 30, 2029

Town Council

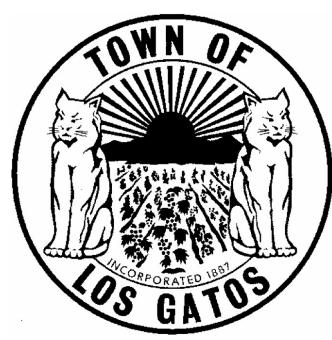
Mary Badame	Mayor
Matthew Hudes	Vice Mayor
Rob Moore	Council Member
Rob Rennie	Council Member
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Prepared under the direction of:

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110 E. Main Street, Los Gatos, CA 95030

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INTRODUCTION

Town Manager's Message	A – 1
Summary of Changes.....	A – 13
FY 2023/24 Completed, Consolidated, or Withdrawn CIP Projects.....	A – 15
Budget Process Overview	A – 21

FINANCIAL SUMMARIES*Program Summaries*

Streets Program.....	B – 5
Parks Program.....	B – 5
Public Facilities Program.....	B – 6

Fund Summaries

Total CIP Fund Summary.....	B – 9
Fund 411 - GFAR Fund	B – 10
Fund 471 – Traffic Mitigation Fund	B – 13
Fund 421 – Grants Fund.....	B – 15
Fund 461/462/463 – Storm Basin Funds	B – 17
Fund 472 – Utility Underground Fund.....	B – 19
Fund 481 – Gas Tax Fund	B – 21

STREETS PROGRAM*Street Reconstruction & Resurfacing Projects*

Street Repair & Resurfacing.....	C – 6
----------------------------------	-------

Street Repairs, Maintenance & Safety Projects

Annual Street Restriping.....	C – 12
Unanticipated Repairs - Annual	C – 14
Retaining Wall & Guardrail Repairs	C – 16
Shannon Road Repair	C – 18
Blossom Hill Road – Union to Camden	C – 20
Roadside Fire Fuel Reduction	C – 22
East Main Street Crosswalk Improvements.....	C – 24
VMT Mitigation Program	C – 26
Measure B Education & Encouragement.....	C – 28
Town-Wide Speed Studies.....	C – 30

Street Improvement Projects

Curb, Gutter, & Sidewalk Maintenance.....	C – 38
---	--------

Shannon Road Pedestrian and Bikeway Improvements.....	C – 40
Utility Undergrounding Improvements	C – 42
Traffic Signal Modernization.....	C – 44
Downtown Streetscape Revitalization/Economic Recovery Efforts.....	C – 46
State Route 17 Corridor Congestion Relief Project	C – 48
Winchester Class IV Bikeway	C – 50
Kennedy Sidewalk & Bike Lanes – LBG to Englewood	C – 52
Parking Program Implementation	C – 54
Overlook Road Trees.....	C – 56
Stormwater System – Pollution Prevention Compliance	C – 58
Annual Storm Drain Improvement Project.....	C – 60
Loma Street Drainage	C – 62
Harwood/Belridge Drainage Study.....	C – 64
709 University Avenue Drainage System Replacement	C – 66
333 University Avenue Inlet Capacity Improvements	C – 68
Storm Drainage Mapping.....	C – 70
Downtown Parking Lots Seal Coat & Restriping	C – 72
Parking Lot 4 Repair & Waterproofing	C – 74

Bridge Projects

Quito Road - Bridge Replacement	C – 80
Highway 17 Bicycle & Pedestrian Bridge – Design	C – 82
Timber Bridge Inspection.....	C – 84

PARKS AND TRAILS PROGRAM

Park Improvement Projects

Oak Meadow Bandstand Area Improvements	D – 6
Oak Meadow Park Plane Recoating.....	D – 8
Town Plaza Turf Repairs.....	D – 10
Creekside Turf Replacement.....	D – 12
Parks Playground Fibar Project.....	D – 14
Pinehurst Community Garden	D – 16
Sport Court Resurfacing.....	D – 18

Trail Improvement Projects

Charter Oaks Trail Improvements	D – 24
Open Space Trail Upgrades.....	D – 26
Los Gatos Creek Trail to Highway 9 Trailhead Connector Project	D – 28
Vegetation Management – Town-wide	D – 30

Lynne Ave Pedestrian Path Design	D – 32
PUBLIC FACILITIES PROGRAM	
<i>Infrastructure Projects</i>	
Town Beautification.....	E – 6
Public Art Gateway Project.....	E – 8
Emergency Preparedness	E – 10
Annual ADA Compliance Work	E – 12
ADA Restrooms and HR Offices	E – 14
Civic Center Plumbing and HVAC Repairs.....	E – 16
Town Manager Roof Repairs	E – 18
Adult Recreation Center Interim Community Center.....	E – 20
Building Replacement at Corporation Yard	E – 22
Engineering Counter Modifications.....	E – 24
Fleet Service Outdoor Work Area (Design Phase)	E – 26
POB Space Study.....	E – 28
Library Improvements	E – 30
Battery Power Supply - Library	E – 32
ADA Upgrade Public Restrooms – Adult Recreation Building	E – 34
<i>Equipment Projects</i>	
Town-Wide Document Imaging Project	E – 40
Enterprise Resource Planning (ERP) Upgrade.....	E – 42
EOC Communication Upgrades	E – 44
IT Disaster Recovery Improvements	E – 46
REFERENCE	
Glossary.....	F – 1
Index.....	F – 7



Introduction

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TOWN OF LOS GATOS

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

April 22, 2024

Honorable Mayor and Town Council:

I am pleased to submit to you the Proposed Fiscal Year (FY) 2024/25 – 2028/29 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 Quality Public 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 2024/25 – 2028/29 CIP Overview
- Proposed FY 2024/25 CIP Overview
- FY 2023/24 Completed or Withdrawn Projects
- Budget Process Overview

Guidance for determining and prioritizing capital improvement projects is derived from key plans, such as the General Plan, the Bicycle and Pedestrian Master Plan, the Stormwater Needs Assessment, the Facilities Condition Assessment, the Americans with Disabilities Act (ADA) Transition Plan, the Local Road Safety Plan, and the Council's Strategic Priorities, plus consideration of public health, safety, equity, and financial resources. Specifically, in February 2024, the Town Council established the 2024-26 Strategic Priorities (see page A-3). The Council's Core Goals (mentioned above) together with its Strategic Priorities guide the preparation of both the Capital and Operating Budgets.

The Town Council Priorities inform the Capital Budget to focus on continued implementation of the Downtown Parking Roadmap; transportation improvements (enhancing bicycle and pedestrian access and connection, evaluating shuttle services, and managing traffic); vegetation management of Town lands and roadways to protect against wildfire; and other needed improvements. All these efforts enhance the Town's transportation options, public safety, and quality of life within the context of prudent fiscal management, including leveraging grant funds.

In 2021, the Town Council considered a recommendation from the Town's Finance Commission on the use of the Measure G dedicated sales tax for Los Gatos. The Council voted to allocate 50% to the capital program and 50% to the operating budget when it adopted the FY 2021/22 Operating and Capital Budgets. This direction is ongoing and the Proposed CIP reflects 50% of future Measure G revenues in each fiscal year.

Consistent with last year, the Proposed 2024/25 Capital Budget concentrates on funding key ongoing

Introduction Section

maintenance commitments (e.g., street paving), stormwater management in critical locations where street flooding occurs, and completing projects that are already in progress and/or have grant funding. As a result, the CIP documents several unfunded projects within the respective programs.

In evaluating funding for the Fiscal Year 2024/25 through 2028/29 CIP, staff considered projects in four categories:

- 1) Ongoing and Annual Projects;
- 2) Underfunded Existing One-Time Projects;
- 3) Infrastructure Backlog Items; and
- 4) Other Project Types for Consideration

Ongoing and annual projects this year are consistent with the Fiscal Year 2023/24 budget with one exception: Annual Street Restriping. This was a stand-alone project existed in previous fiscal years and was combined with the Annual Paving project in 2023/24. The efficiency of the combination did not materialize and is, therefore, returning as a stand-alone project to ensure that the striping of travel lanes and crosswalks are effectively funded.

Funding for Underfunded One-Time Projects is being enhanced where possible with additional funding proposed for the Shannon Road Repair. A limited number of new projects are proposed, including the replacement of trees on Overlook Road and resurfacing the sport courts at Blossom Hill Park and LaRinconada Park to add one new pickleball court by reallocating funds from the Lynn Avenue Path and Pinehurst Community Garden projects.

All proposed capital projects are described in this document. The reserves and operating expenditures are discussed in more detail in the Proposed FY 2024/25 Operating Budget.



Ongoing Strategic Priorities 2024-2026

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



CIP FINANCIAL SUMMARY – FUNDING SOURCES

The Town continues to be challenged in its attempts to secure a reliable, ongoing source of revenue for its Capital Improvements Program. This year, the challenge is increasingly evident as the five-year CIP shows very little fund balance remaining in year five. The proposed five-year CIP reflects \$10.1 million in ongoing Gas Tax dedicated sources to help fund the proposed \$53.7 million of planned capital improvements. The balance of CIP funding of \$43.6 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 2024/25 - 2028/29 CIP				
		Carryforward	New Funding	Total
Ongoing	Gas Tax	\$ 1,681,514	\$ 8,392,925	\$ 10,074,439
One-Time	GFAR	17,774,401	17,905,562	35,679,963
	Utility Undeground Funds	347,576	-	347,576
	Traffic Mitigation Funds	308,238	-	308,238
	Grant Funds	4,733,019	640,000	5,373,019
	Storm Drain Funds	902,219	1,006,301	1,908,520
Total Funding Available		\$ 25,746,967	\$ 27,944,788	\$ 53,691,755

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 \$1.8 million for FY 2024/25 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. Based on performance in years past, this funding source is expected to generate approximately \$180,000 annually for Los Gatos, which is 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 be allocated. The most important element of this measure is ongoing road maintenance funding to the Town, currently at \$800,000 per year. Additional funds may be distributed to local projects on a competitive basis, and Los Gatos has been fortunate to receive project specific Measure B support in past years.

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 Capital and Special Projects, which receives most of the Town’s annual revenues above

Introduction Section

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. The amount of available General Fund “one-time” sources varies by year. From FY 2018/19 through FY 2021/22, the Council approved General Fund transfers ranging from a low of \$2.4 million (FY 2018/19) to a high of \$5.8 million (FY 2019/20).

In FY 2022/23, the transfer to GFAR totaled to \$6.6 million, including \$2.9 million from the American Rescue Plan Act (ARPA) fund, \$3.0 million from the General Fund, and \$700,000 from the IT Replacement Fund. In FY 2023/24, the transfer to the GFAR included \$1.6 million from the General Fund and \$638,273 from the Measure G District Sales Tax revenues as described above.

For FY 2024/25, a transfer of \$1.1 million is proposed from the General Fund and an estimated \$0.6 from Measure G to GFAR. The actual Measure G proceeds are verified with the year-end closing.

Staff is recommending that the residual and current year Measure G proceeds dedicated for capital should be programmed toward the Shannon Road Repair Project. Future year Measure G proceeds dedicated for Capital Improvement Projects should be programmed toward the State Route 17 Corridor Congestion Relief Project. At the time of the budget adoption, a resolution would memorialize the project(s) that are funded by the Measure G proceeds dedicated to the Capital Improvement Program.

After these allocations, the projected Reserve for Capital and Special Projects as of June 30, 2024 has a forecasted balance of \$7.2 million. Sufficient balances are anticipated for the following five years of the Plan to allocate approximately \$1.1 million annually from the General Fund Reserve for Capital and Special Projects for FY 2024/25 through FY 2028/29.

The other revenue sources for GFAR are the Construction Activities Mitigation Fee and a Refuse Vehicle Road Impact Fee. The Construction impact fee is assessed on construction projects based on the square foot size of the project at a rate of \$1.43 per square foot. These fees are intended to recover the damage caused to Town streets by construction traffic. Construction Impact fees generate at least \$120,000 annually. Refuse Vehicle Road impact Fee estimated to generate \$878,381 for FY 2024/25.

The funding from GFAR provides limited funds 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 \$3.5 million at FY 2023/24 year-end.

The Town’s allocation of Rule 20A credits was applied to the Utility Undergrounding Improvements Project completed by PG&E along Los Gatos Boulevard between Lark Avenue and Chirco Drive. Legislative changes have ended the Rule 20A portion of the undergrounding program, making the Lark Avenue/Chirco Drive project the last PG&E-funded undergrounding project in Town for the foreseeable future. However, the Town still receives revenue from undergrounding fees collected on development projects and so the Undergrounding project remains open.

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. Federal grants include Surface Transportation Program (STP), Transportation Development Act (TDA), Transportation Fund for Clean Air (TFCA) and Congestion Mitigation and Air Quality (CMAQ) funds distributed through Valley Transportation Authority. Additional transportation related grant resources include the One Bay Area Grant (OBAG) administered by the Metropolitan Transportation Commission (MTC), which provided \$6,536,000 for the Los Gatos Creek Connector Project. The Town also has two grants from the Federal Emergency Management Agency through its Hazard Mitigation Grant Program, and one grant from the USDA Forest Service, all for wildfire mitigation. Total grant funding for FY 2024/25 is estimated at \$5.4M which is comprised of approximately \$4.7M in carryover funds from FY 2023/24 and approximately \$0.7M in new funding.

STORM DRAIN FUNDS

The Town also receives funding from its Storm Drain Fund, which relies on an established charge of \$2.00 per square foot of impervious surface created by new development. Depending on development activity, this fee produces approximately \$100,000 in revenue annually. After many years of charging only \$1.00 per square foot, this fee was adjusted with the updated FY 2023/24 Fees and Charges.

The remaining CIP revenue 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 2024/25 – 2028/29 CIP OVERVIEW

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

- Streets Program, which maintains and ensures functional streets for pedestrians, bicycles, wheelchairs, and vehicles.
- 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 consists of primarily carry-forward projects from the prior year (\$25.7 million) as part of the multi-year programming of \$53.7 million. Approximately \$46.2 million (86.0%) is allocated to the streets, retaining walls, sidewalks, and curbs category; \$3.8 million (7.1%) is allocated to parks and trails projects; and \$3.7 million (6.9%) is allocated to public facility projects. Allocations are summarized below by type of major improvements within the program categories.

FY 2024/25 - 2028/29 CIP by Program										
Five Year CIP Summary	Carry-forward		Carry-forward and FY 2024/25					Total By Category	Total By Program	
	2023/24	2024/25	Totals	2025/26	2026/27	2027/28	2028/29			
Streets										
Reconstruct/Resurfacing	\$ 4,224,465	\$ 3,714,839	\$ 7,939,304	\$ 3,714,839	\$ 3,714,839	\$ 3,714,839	\$ 3,714,839	\$ 22,798,660		
Maintenance & Safety	6,574,428	1,565,000	8,139,428	270,000	280,000	290,000	300,000	9,279,428		
Street Improvements	7,921,333	900,001	8,821,334	1,396,300	910,000	900,000	910,000	12,937,634		
Bridges	1,106,319	-	1,106,319	25,000	25,000	-	-	1,156,319		\$ 46,172,042
Parks										
Park Improvements	988,433	190,000	1,178,433	-	65,000	-	25,000	\$ 1,268,433		
Trail Improvements	1,681,853	482,959	2,164,813	100,000	100,000	100,000	100,000	2,564,813		\$ 3,833,246
Public Facilities										
Infrastructure Projects	2,622,248	218,833	2,841,081	112,500	35,000	35,000	35,000	\$ 3,058,581		
Equipment Projects	627,886	-	627,886	-	-	-	-	627,886		\$ 3,686,467
TOTALS	\$ 25,746,967	\$ 7,071,632	\$ 32,818,599	\$ 5,618,639	\$ 5,129,839	\$ 5,039,839	\$ 5,084,839			\$ 53,691,755

Total funding for street reconstruction and resurfacing for the next five years is planned at \$22.8 million with approximately \$7.9 million allocated in FY 2024/25 including carryovers. Over the five-year period, the CIP proposes \$23.4 million for various other street-related infrastructure improvements including curb, gutter and sidewalk maintenance; street intersection improvements; retaining wall reconstruction; and storm drain improvements.

Total funding for parks and trail improvements for the next five years is planned at \$3.8 million with approximately \$3.3 million allocated in FY 2024/25 including carryovers.

Total funding for public facilities infrastructure improvements and equipment projects for the next five years is planned at \$3.7 million with approximately \$3.5 million allocated in FY 2024/25 including carryovers.

Although the Proposed FY 2024/25 - 2028/29 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 2024/25 CIP OVERVIEW

The proposed \$32.8 million in the first year of the CIP and is comprised of approximately \$25.7 million in carryover funds from FY 2023/24 and approximately \$7.1 million in new funding. The \$7.1 million of new funding is comprised of \$4.2 million in General Fund Appropriated Reserve (GFAR), \$0.7 million in Grants and \$2.2 million from other sources.

The first year of the five-year plan (FY 2024/25) continues funding for the Town Council Strategic Priorities, including basic infrastructure needs. Street maintenance remains a Council priority as the Town is making efforts to improve its Pavement Condition Index (PCI), a standard rating of street conditions. The PCI reached a high rating of 74 in 2008 due to concentrated investments and is now at the level of 75 (2023 survey data). With the new County and State Transportation Funds, the investment in street maintenance of \$3.7 million per year will allow the Town's PCI to maintain a PCI of 75 for the next five years.

Introduction Section

The complete list of the proposed FY 2024/25 carry-forward and seven proposed projects (categorized by funds and programs) can be found on page A-9. 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 2024/25 CIP is \$32.8 million.

Carry-forward & New FY 2024/25 CIP Projects						
	GFAR	Grant and Awards	Gas Tax	Other *	Total	Estimated
Street Projects	\$ 15,682,650	\$ 4,895,602	\$ 3,360,099	\$ 2,068,034	\$ 26,006,385	
Park Projects	3,019,937	323,309	-	-	-	3,343,246
Public Facilities Projects	3,314,860	154,108	-	-	-	3,468,968
TOTAL OF CARRY-FORWARD & NEW PROJECTS	\$ 22,017,447	\$ 5,373,019	\$ 3,360,099	\$ 2,068,034	\$ 32,818,599	

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

Introduction Section

Carry-forward & FY 2024/25 CIP Projects							
CARRY-FORWARD PROJECTS		GFAR	Grants and Awards	Gas Tax	Other	Total	
Streets	*	Street Repair & Resurfacing	\$ 4,219,205	\$ -	\$ 3,360,099	\$ -	\$ 7,579,304
	*	Pavement Rehab-Crack Seal	360,000	-	-	-	360,000
	*	Annual Street Restriping	15,000	-	-	-	15,000
	*	Unanticipated Repairs - Annual	110,788	-	-	-	110,788
	*	Retaining Wall Repairs	585,300	-	-	-	585,300
	*	Shannon Road Repair	4,674,167	-	-	-	4,674,167
	*	Roadside Fire Fuel Reduction - Annual	735,551	750,000	-	-	1,485,551
		East Main Street Crosswalk Improvements	253,300	-	-	-	253,300
		VMT Mitigation Program	66,665	-	-	-	66,665
		Measure B Education & Encouragement	-	68,657	-	-	68,657
		Town-wide Speed Studies	-	-	80,000	-	80,000
	*	Curb, Gutter & Sidewalk Maintenance	621,147	-	-	-	621,147
		Shannon Road Ped & Bikeway Improvements	442,076	1,114,350	-	381,383	1,937,809
		Utility Undergrounding Improvements	-	-	-	299,573	299,573
		Traffic Signal Modernization	-	-	-	94,858	94,858
		Downtown Streetscape Revitalization/Economic Recovery Efforts	552,633	-	-	-	552,633
		State Route 17 Corridor Congestion Relief Project	867,000	-	-	-	867,000
		Winchester Class IV Bikeway	-	-	-	-	-
		Kennedy Sidewalk & Bike Lanes - LGB to Englewood	492,386	1,872,990	-	-	2,365,376
		Parking Program Implementation	488,826	-	-	-	488,826
		Stormwater System - Pollution Prevention Compliance	36,531	-	-	-	36,531
		Annual Storm Drain Improvements	-	-	252,219	-	252,219
	*	Loma Street Drainage	-	-	350,000	-	350,000
		Harwood/Belridge Drainage Study	-	-	100,000	-	100,000
		709 University Avenue Drainage System Replacement	-	-	200,000	-	200,000
		333 University Inlet Capacity Improvements	-	-	50,000	-	50,000
	*	Downtown Parking Lots Seal Coat & Restriping	65,161	-	-	-	65,161
		Parking Lot 4 Repair/Waterproofing	50,200	-	-	-	50,200
		Quito Road - Bridge Replacement	50,000	-	-	-	50,000
		Highway 17 Bicycle & Pedestrian Bridge - Design	606,714	449,605	-	-	1,056,319
		Timber Bridge Inspection	-	-	-	-	-
Parks		Oak Meadow Bandstand Area Improvements	44,495	196,730	-	-	241,225
	*	Town Plaza Turf Repairs	42,000	-	-	-	42,000
		Creekside Turf Replacement	500,000	-	-	-	500,000
	*	Parks Playground Fibar Project	45,149	-	-	-	45,149
	*	Pinehurst Community Garden	250,059	-	-	-	250,059
		Charter Oaks Trail Improvement	474,891	-	-	-	474,891
		Open Space Trail Upgrades	152,000	-	-	-	152,000
		Trailhead Connector	696,374	126,579	-	-	822,953
	*	Vegetation Management - Town-wide	530,417	-	-	-	530,417
	*	Lynn Ave Pedestrian Path Design	184,552	-	-	-	184,552
Public Facilities	*	Town Beautification	22,517	-	-	-	22,517
	*	Public Art Gateway Project	37,500	-	-	-	37,500
		Emergency Preparedness	96,780	-	-	-	96,780
	*	Annual ADA Compliance Work	80,000	-	-	-	80,000
		Civic Center ADA Restrooms and HR Offices	809,000	-	-	-	809,000
	*	Civic Center Plumbing Repair	80,000	-	-	-	80,000
	*	ARC - Interim Community Center	877,614	-	-	-	877,614
		Building Replacement at Corporation Yard	267,414	-	-	-	267,414
		Engineering Counter Modification	40,000	-	-	-	40,000
		POB Space Study	75,000	-	-	-	75,000
		Library Improvements	22,000	-	-	-	22,000
		Battery Power Supply - Library	2,818	-	-	-	2,818
		ADA Upgrade for Public Restrooms - Adult Recreation Building	151,691	154,108	-	-	305,799
		Town-wide Document Imaging Project	16,989	-	-	-	16,989
		Enterprise Resource Planning Upgrade	576,817	-	-	-	576,817
		EOC Communications Upgrade	6,000	-	-	-	6,000
		IT Disaster Recovery Improvements	28,080	-	-	-	28,080
TOTAL OF CARRY-FORWARD PROJECTS (INCLUDES NEW ALLOCATIONS)		\$ 21,402,807	\$ 4,733,019	\$ 3,360,099	\$ 1,808,033	\$ 31,303,958	
*These carry-forward projects include new money for FY 2024/25 in the amount of \$5,826,631.							
NEW PROJECTS							
Streets		Blossom Hill Rd - Union to Camden Improvements	160,000	640,000	-	-	800,000
		Overlook Road Tree Replacement	40,000	-	-	-	40,000
		Storm Drainage Mapping	190,000	-	-	260,001	450,001
Parks		Oak Meadow Park Plane Recoating	-	-	-	-	-
		Sport Court Resurfacing	100,000	-	-	-	100,000
Public Facilities		TMO Roof Repairs	79,640	-	-	-	79,640
		Fleet Service Outdoor Work Area (Design Phase)	45,000	-	-	-	45,000
TOTAL OF NEW PROJECTS		\$ 614,640	\$ 640,000	\$ -	\$ 260,001	\$ 1,514,641	
TOTAL OF CARRY-FORWARD & NEW PROJECTS							
\$ 22,017,447 \$ 5,373,019 \$ 3,360,099 \$ 2,068,034 \$ 32,818,599							

FY 2023/24**COMPLETED, CONSOLIDATED, OR WITHDRAWN PROJECTS**

Several projects are expected to be completed by the end of FY 2023/24. The table below outlines the projects, funding sources, and total expenses of the completed projects, which is estimated to be \$0.8 million. More details about the completed projects can be found beginning on page A-13.

Projects Completed, Consolidated or Withdrawn in FY 2023/24									
		GFAR	Grant & Awards	Traffic Mitigation	Other *	Total Estimated			
		Exp	Exp	Exp	Exp	Exp	Exp	Exp	Exp
Street Program									
North 40 Traffic Mitigation	<i>Completed</i>	\$ -	\$ -	\$ 47,977	\$ -	\$ -	\$ -	\$ -	\$ 47,977
ADA Transition Plan	<i>Consolidated</i>	135,150	35,000	-	-	-	-	-	170,150
Local Road Safety Plan	<i>Completed</i>	56,307	72,000	-	-	-	-	-	128,307
Winchester Boulevard Complete Streets (Final Design)	<i>Withdrawn</i>	141,324	-	-	-	-	-	-	141,324
Storm Related Repairs	<i>Completed</i>	44,300	-	-	-	-	-	-	44,300
Park Program									
Public Facilities Program									
Downtown Restroom Feasibility Study	<i>Completed</i>	25,000	-	-	-	-	-	-	25,000
Adult Recreation Center HVAC	<i>Completed</i>	195,404	-	-	-	-	-	-	195,404
Termite Abatement @ Water Tower	<i>Completed</i>	24,500	-	-	-	-	-	-	24,500
HVAC Improvement - POB Building	<i>Completed</i>	25,000	-	-	-	-	-	-	25,000
TOTAL OF COMPLETED PROJECTS		\$ 646,985	\$ 107,000	\$ 47,977	\$ -	\$ -	\$ -	\$ -	\$ 801,962

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 2024/25 – 2028/29 Capital Improvement Plan continues a strategy of funding the Town's most urgent capital needs.

I wish to thank all 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:

Gitta Ungvari, Finance Director
Nicolle Burnham, Parks and Public Works Director
Eagled'Or Am, Accountant / Finance Analyst
Melissa Ynegas, Finance Administrative Analyst
Jim Harbin, Parks and Public Works Superintendent
Dan Keller, Facilities and Environmental Programs Manager
Stefanie Hockemeyer, Senior Administrative Analyst
Kinjal Buch, Senior Engineering Technician

Respectfully submitted,



Laurel Prevetti
Town Manager

ADOPTED

CAPITAL IMPROVEMENT PROGRAM

Introduction Section



SUMMARY OF CHANGES

FROM PROPOSED TO ADOPTED BUDGET

Per Measure A, the Finance Commission received the Proposed FY 2024/25 Operating and Capital Budgets 21 business days before May 16, 2023, which was the first meeting that the Town Council considered the Proposed Budgets. The Finance Commission held three public meetings at which Commissioners discussed the Proposed Budgets and provided recommendations to the Town Council per Measures A and G. On May 21, 2024, the Town Council conducted a public hearing to discuss the proposed FY 2024/25 Operating and Capital Summary Budget and Proposed FY 2024/25 – 2028/29 Capital Improvement Program. The Town Council considered public testimony, discussed both documents, considered the Finance Commission recommendations, and directed staff to bring back the documents for final approval incorporating the Council recommendations.

The Town Council adopted a balanced budget on June 4, 2024. The Adopted Budget also reallocated \$550,000 from the Downtown Revitalizations Streetscape Project and the Sport Park Resurfacing Project for the following purposes.

\$450,000 transfer from the Downtown Revitalization Streetscape Project

- \$100,000 - To Community Grant Program (General Fund)
- \$25,000 - To Nutrition Program Community Grants (General Fund)
- \$25,000 - To Rental Assistance Community Grants (General Fund)
- \$100,000 - To NUMU History Collection (General Fund)
- \$100,000 - To Sport Court Resurfacing (411-831-4611)
- \$50,000 - To Town Campus Signage (411-813-0242)
- \$50,000 - To Montebello Bollards (remains in 411-813-0235)

\$100,000 - Transfer from Sport Court Resurfacing Project (411-831-4611)

- \$50,000 to Pinehurst Community Garden Project (411-831-4610)
- \$50,000 to Lynn Ave Pedestrian Path Design Project (411-832-4510)

While the Adopted Budget document reflects all of the approved changes, the Town Manager's Transmittal Letter dated April 22, 2024, discusses the Proposed FY 2024/25 Operating and Capital Budgets as it was submitted on April 22, 2024. The Financial Summaries and the affected individual project pages were updated accordingly.

SUMMARY OF CHANGES

The following table represent the changes from the proposed budget to the adopted budget.

	2024/25 Proposed Budget	Estimated Budget Revision	2024/25 Recommended Budget
REVENUES			
General Fund	\$56,428,459	\$ 250,000 (1)	\$ 56,678,459
Special Revenue Funds	337,280	-	\$ 337,280
Internal Service Funds	6,846,909	-	\$ 6,846,909
Capital Project Funds (does not include carryforwards)	6,627,998	-	\$ 6,627,998
Successor Agency Funds	3,828,264	-	\$ 3,828,264
TOTAL REVENUES	\$74,068,910	\$ 250,000	\$ 74,318,910
OTHER FUNDING SOURCES			
Designated One-Time Use of General Fund Reserves	1,689,384	\$ 33,000	1,722,384 (2)
TOTAL TOWN REVENUES & OTHER FUNDING SOURCES	\$75,758,294	\$ 283,000	\$ 76,041,294
TOTAL TOWN EXPENDITURES, TRANSFERS OUT & CARRYFORWARD APPROPRIATION			
General Fund	\$56,942,743	\$ 283,000	\$ 57,225,743
Special Revenue Funds	546,971		546,971
Internal Service Funds	7,566,991	-	7,566,991
Capital Project Funds (does not include carryforwards)	7,629,123	-	7,629,123
Successor Agency Funds	3,816,107		3,816,107
TOTAL TOWN EXPENDITURE & OTHER FUNDING USES	\$76,501,935	\$ 283,000	\$ 76,784,935
OTHER FUNDING USES			
Designated One-Time Use of General Fund Reserves	1,175,100		1,175,100 (4)
TOTAL TOWN EXPENDITURES & OTHER FUNDING SOURCES	\$77,677,035	\$ 283,000	\$ 77,960,035
GENERAL FUND SOURCE(USE) OF FUND BALANCES	\$ -	\$ -	\$ -
OTHER FUNDS SOURCE(USE) OF FUND BALANCES	(1,918,741)		(1,918,741) (5)
TOTAL SOURCE(USE) OF FUND BALANCES	\$ (743,641)	\$ -	\$ (743,641)

(1) Additional General Fund Revenues

\$250,000 - Increase - From Downtown Streetscape Revitalization Project

(2) Designated One-Time Use of the General Fund Reserves during FY 2023/24

\$1,110,000 - Transfer to Capital Projects (GFAR)

\$568,051 - One-Time Reserve Use for One-Time Expenditures

\$11,333 - ARPA Revenue Replacement Tracking

\$33,000 - One-Time Reserve Use for Chamber Agreement

(3) General Fund Expenditures

\$100,000 - Increase - General Grant Program from Downtown Streetscape Revitalization Project

\$25,000 - Increase - Nutrition Program from Downtown Streetscape Revitalization Project

\$25,000 - Increase - Rental Assistance from Downtown Streetscape Revitalization Project

\$100,000 - Increase - NUMU History Project from Downtown Streetscape Revitalization Project

\$33,000 - Increase Chamber Agreement

(4) Other Funding Uses

\$390,000 - To Restricted 115 Pension Trust

\$785,000 - To ERAF Risk Reserve

(4) Capital Project Funds Expenditures

No Change in Total Expenditures

Transfer from Downtown Streetscape Revitalization Project (411-813-0235)

\$100,000 - To Community Grant Program (General Fund)

\$25,000 - To Nutrition Program (General Fund)

\$25,000 - To Rental Assistance (General Fund)

\$100,000 - To NUMU History Collection (General Fund)

\$100,000 - To Sport Court Resurfacing (411-831-4611)

\$50,000 - To Town Campus Signage (411-813-0242)

\$50,000 - To Montebello Bollards (remains in 411-813-0235)

Transfer from Sport Court Resurfacing Project (411-831-4611)

\$50,000 to Pinehurst Community Garden Project (411-831-4610)

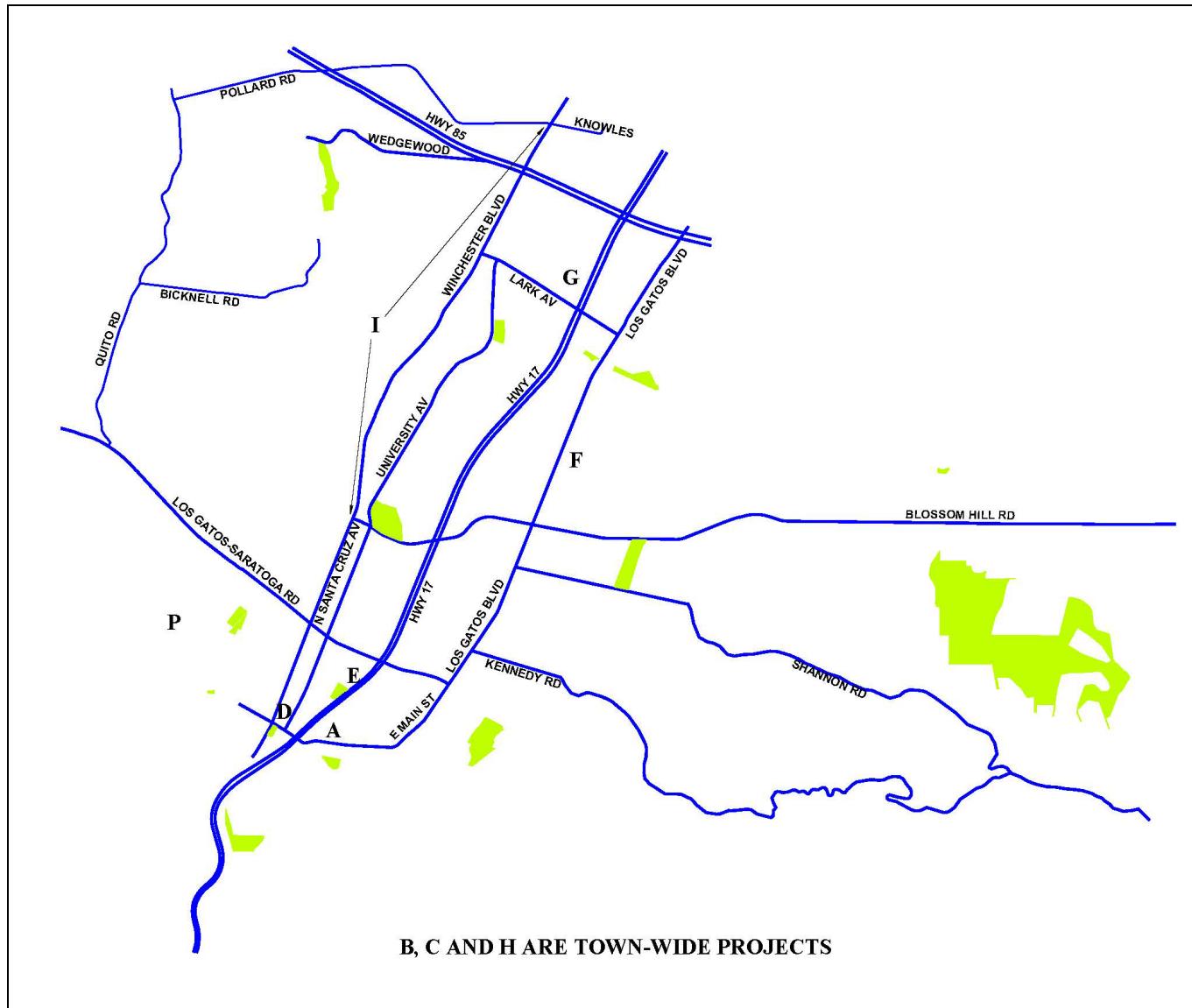
\$50,000 to Lynn Ave Pedestrian Path Design Project (411-832-4510)

(5) Other Funds Source (Use) represents planned one-time uses of Internal Service Funds, Special Revenue Funds, Trust Funds, and Capital Project Funds primary for infrastructure and equipment investment.

Numbers may differ between exhibits due to rounding.

Completed or Withdrawn Projects

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A	Adult Recreation Center – HVAC Unit Replacement (821-2207)	F	HVAC Improvements – POB (821-2403)
B	Americans with Disabilities Act (ADA) Transition Plan (812-0129)	G	North 40 Traffic Mitigation (811-0009)
C	Local Road Safety Plan (812-0132)	H	Storm Related Repairs (813-0243)
D	Downtown Restroom Feasibility Study (821-2011)	I	Winchester Boulevard Complete Streets Final Design (813-0238)
E	Termite Abatement at Water Tower (821-2309)		



A - Adult Recreation Center – HVAC Unit Replacement

Adult Recreation Center – HVAC Unit Replacement (821-2207)

This project replaced 18 fan coil pump units to maintain the HVAC system in the building located at 208 Main Street.

The total project cost was approximately \$195,404.



B – American with Disabilities Act (ADA) Transition Plan

Americans with Disabilities Act (ADA) Transition Plan (812-0129)

The Transition Plan evaluated Town-owned assets (buildings, roadways, sidewalks, etc.) for compliance with the Americans with Disabilities Act. The result is a list of improvements that can be scheduled as funding allows. The Transition Plan project is replaced with project 821-2013 – Annual ADA Compliance Work. The total cost of the Plan was \$170,150.



C - Local Road Safety Plan

Local Road Safety Plan (812-0132)

The Local Road Safety Plan identifies unique local road safety needs and recommends improvements. Having an LRSP is required to qualify for certain grant programs.

The project was funded with a \$72,000 grant from the Highway Safety Improvement Program, with matching funds from the Town.

 <p>D - Downtown Restroom Feasibility Study</p>	<p>Downtown Restroom Feasibility Study (821-2011)</p> <p>This project evaluated potential locations for a permanent public restroom in the Downtown area, recommending Town Plaza as the preferred location.</p> <p>The project cost was \$25,000.</p>
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 <p>E – Termite Abatement at Water Tower</p>	<p>Termite Abatement at Water Tower (821-2309)</p> <p>This project funded abatement activities for the historic water tower located at the Parks and Public Works Yard at 41 Miles Avenue. Work included tenting the structure and painting to provide future protection.</p> <p>The project cost was approximately \$24,500.</p>
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 <p>F – HVAC Improvements – POB</p>	<p>HVAC Improvements - POB (821-2403)</p> <p>This project provided improvements to the HVAC system at the Police Operations Building at 15900 Los Gatos Boulevard. The improvements improved efficiency and functionality of the system.</p> <p>The project was \$25,000.</p>
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	<p>North 40 Traffic Mitigation (811-0009)</p> <p>This project was created to facilitate the reimbursement of the original North 40 developer for transportation-related improvements made as part of the development. The original developer funded all off-site improvements. The subsequent commercial developer paid a traffic impact mitigation fee to the Town at time building permit applications were submitted. That payment was then owed to the original developer in accordance with their agreements with the Town.</p> <p>The total cost submitted to the developer was \$47,977.</p>
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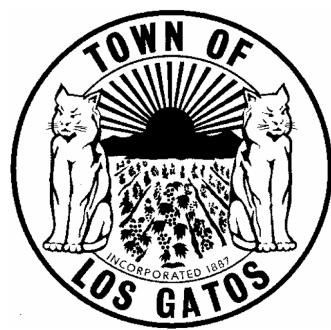
	<p>Storm Related Repairs (813-0243)</p> <p>This project was created using the unanticipated repairs fund to fix fencing and sidewalks that were damaged in the March 2023 storm events.</p> <p>The project cost was approximately \$44,300.</p>
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 <p>J- Winchester Blvd Complete Streets</p>	<p>Winchester Boulevard Complete Streets Final Design (813-0238)</p> <p>This project supported the design of permanent complete streets-related improvements on Winchester Boulevard from Blossom Hill Road to Knowles Drive. The project would have enhanced bike lanes, pedestrian crossings, filled sidewalk gaps, and provided intersection improvements. The construction estimate for this project was approximately \$72 million. As such, the project has been cancelled and will be re-evaluated in the future.</p> <p>Grant funds of \$1,734,250 received from the VTA through its Measure B program were re-allocated from this project to the Kennedy Road Sidewalk and Bike Lane Project (813-0241). This change was recommended by Town Council in June 2023 and approved by the VTA Board of Directors in Fall 2023. Town Council approved the transfer of funds on April 16, 2024.</p>
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ADOPTED

COMPLETED, CONSOLIDATED, OR WITHDRAWN CIP PROJECTS

FY 2023/24



BUDGET PROCESS OVERVIEW

The Town Council 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

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 core 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
- Pavement Maintenance Program
- Bicycle and Pedestrian Master Plan
- Stormwater Needs Assessment
- Facilities Condition Assessment
- Americans with Disabilities Act (ADA) Transition Plan
- Local Road Safety 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, equity considerations, and balancing these 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 system for all modes of travel, including bicycles, pedestrians, wheelchairs, strollers, scooters, and vehicles. Proposed projects are consistent with the General Plan, provide connectivity across Los Gatos, facilitate safe and efficient

Introduction Section

movement through intersections for all modes, minimizing unnecessary traffic movement and noise through residential neighborhoods, and providing street lighting for safety.

The Public Facilities Program includes projects for constructing and repairing public buildings and purchasing equipment. Town buildings include the Civic Center, the Library, Police Operations Building, the Corporation Yard, Adult Recreation Center, Los Gatos Theatre, and other assets. Although the Town owns the three fire stations within Town limits, the Santa Clara County Fire District maintains them under contract. In addition, although the Town owns the Tait Avenue and Forbes Mill properties their maintenance has been contracted to the master tenant management.

The Parks Program includes projects for parks, park buildings, open spaces, 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 and other assets. 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 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 the RDA Successor Agency Private Purpose Trust Fund.

Summary of Budget Development

Consistent with Los Gatos Town Code Section 2.30.295(b), the Town Manager is required to annually prepare and submit a budget to the Town Council. The Town develops its Operating and Capital 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

Introduction Section

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.

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 line-item 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 work plans 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. Beginning in 2021, per a recent voter initiative, the draft Budget documents are provided to the Town Finance Commission for its review and comment at least 20 days before the Council's first consideration of the Budgets.

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, except in the case of certain annual ongoing funds that are funded in smaller amounts due to project need. 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 2023 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 takes the lead in the preparation of the proposed projects for consideration in the FY 2024/25 – 2028/29 Capital Improvement Program. In coordination with other Town Departments, projects are 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 the program sections of the CIP.

The Town Manager's Office reviews the prioritized list of proposed capital improvement projects, funding sources, and work plans in conjunction with the preparation of the FY 2024/25 Operating Budget. 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.

The Proposed CIP is then presented by the Town Manager to the Town Council. Both Budgets are provided to the Finance Commission for its review and comment at least 20 business days before the first Council

Introduction Section

consideration. The Commission is advisory to the Town Council. At the time the Budgets are available to the Finance Commission, the documents are also provided to the Town Council and the public.

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).

Budget Adoption

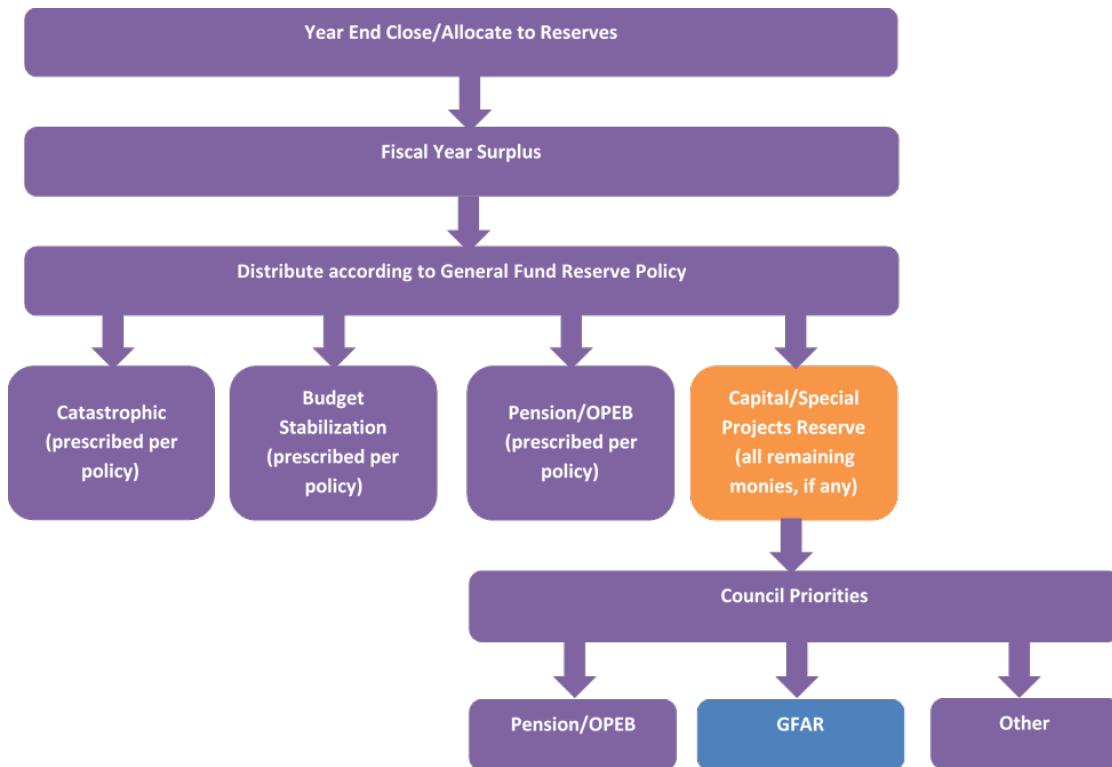
During the month of May, the Town Council reviews the proposed Operating and Capital Summary Budget, and the Capital Improvement Program for the five-year period at a public hearing. Notice of the hearing is published in a local newspaper at least ten days prior to the Council's public hearing date.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

After hearing public testimony, the Town Council directs revisions to the proposed budget and the updated budget documents are resubmitted to the Town Council for final adoption in June along with the required resolutions.

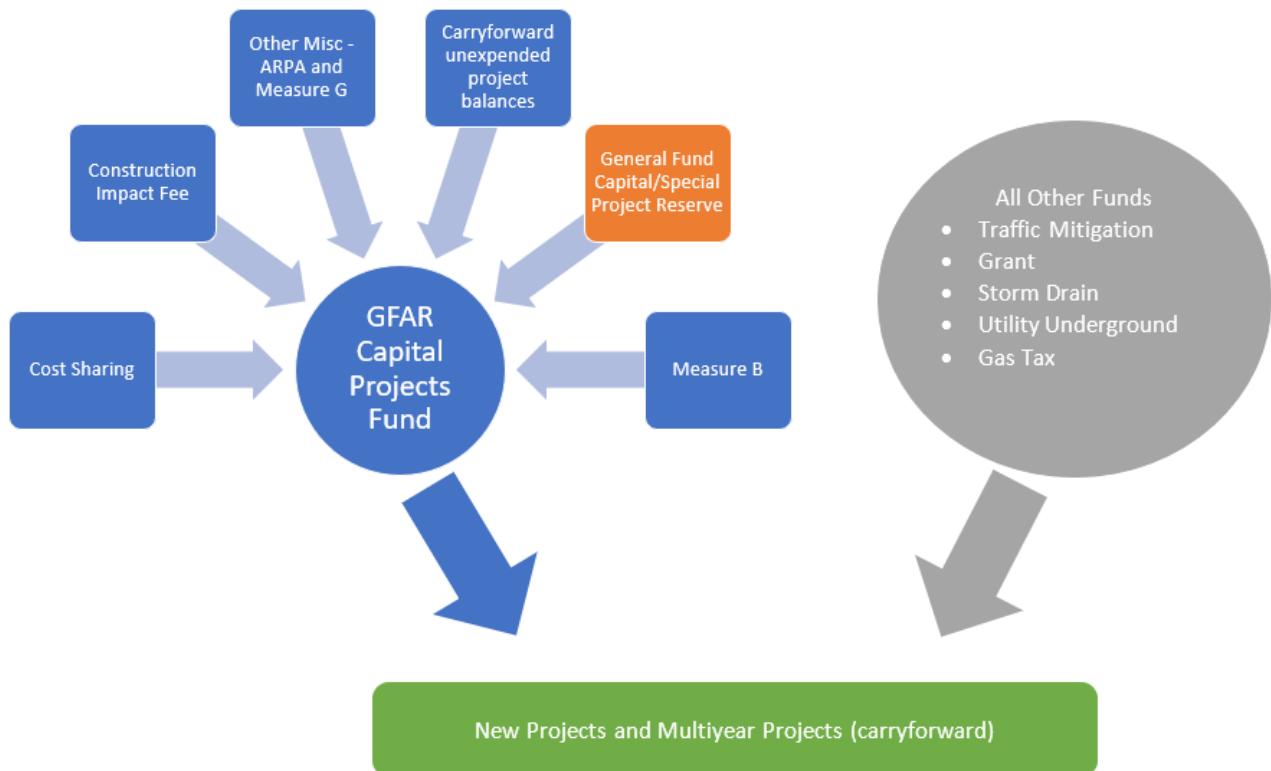
Budget Amendments

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.

FISCAL YEAR SURPLUS FLOW OF FUNDS

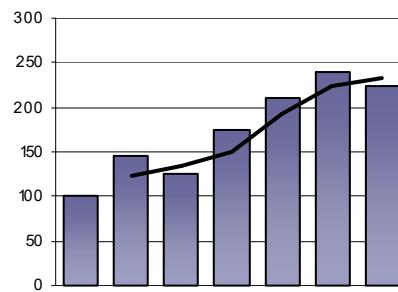


CAPITAL IMPROVEMENT PROGRAM



Financial Summaries

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FINANCIAL SUMMARIES

PROGRAM SUMMARIES

Streets Program.....	B - 5
Parks Program	B - 5
Public Facilities Program.....	B - 6

FUND SUMMARIES

Total CIP Fund Summary	B - 9
GFAR Fund	B - 10
Traffic Mitigation Fund	B - 13
Grants and Awards Project Fund.....	B - 15
Storm Basin Funds.....	B - 17
Utility Underground Fund.....	B - 19
Gas Tax Fund	B - 21

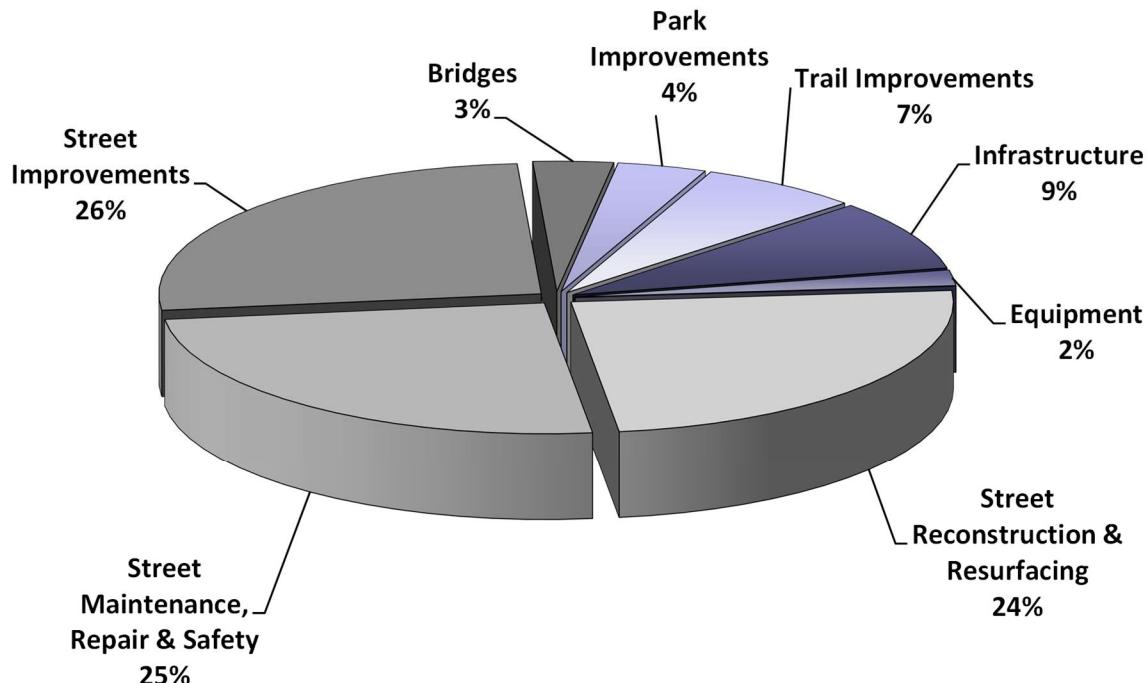


**FINANCIAL SUMMARIES
BY PROGRAM**

FY 2024/25

BUDGET BY PROGRAM CATEGORY

(Includes Carryforward and FY 2024/25 Budget)



Budget by Program Category	Carryforward & FY 2024/25	Category %
<i>Streets Program</i>		
Street Reconstruction	\$ 7,939,304	24%
Maintenance, Repair & Safety Projects	8,139,428	25%
Street Improvements	8,471,334	26%
Bridges	1,106,319	3%
<i>Streets Program</i>	\$ 25,656,386	79%
<i>Parks and Trails Program</i>		
Park Improvements	\$ 1,228,433	4%
Trail Improvements	2,214,813	7%
<i>Parks Program</i>	\$ 3,443,246	11%
<i>Public Facilities Program</i>		
Infrastructure	\$ 2,841,081	9%
Equipment	627,886	2%
<i>Public Facilities</i>	\$ 3,468,967	11%
<i>TOTAL PROJECT FUNDING</i>	\$ 32,568,599	100%

ADOPTED

CAPITAL IMPROVEMENT PROGRAM

Financial Summaries

STREETS PROGRAM SUMMARY									
	Expended Through 2022/23	2023/24 Estimated Actuals	Estimated Carryfwd to 2024/25	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget	Total Budgeted
Reconstruction									
9901 Street Repair & Resurfacing	24,851,825	3,723,736	4,044,465	3,534,839	3,534,839	3,534,839	3,534,839	3,534,839	50,294,221
9903 Pavement Rehab-Crack Seal	1,616,628	180,000	180,000	180,000	180,000	180,000	180,000	180,000	2,876,628
Maintenance-Safety									
9902 Annual Street Restriping	180,228	-	-	15,000	20,000	30,000	40,000	50,000	335,228
9904 Unanticipated Repairs - Annual	-	9,572	10,788	100,000	100,000	100,000	100,000	100,000	520,360
9930 Retaining Wall Repairs	1,595,978	31,499	535,300	50,000	50,000	50,000	50,000	50,000	2,412,777
0008 Shannon Road Repair	433,152	268,745	4,174,167	500,000	-	-	-	-	5,376,064
0010 Blossom Hill Rd - Union to Camden Improvements	-	-	-	800,000	-	-	-	-	800,000
0130 Roadside Fire Fuel Reduction - Annual	999,809	186,640	1,385,551	100,000	100,000	100,000	100,000	100,000	3,072,000
0131 East Main Street Crosswalk Improvements	43,700	18,000	253,300	-	-	-	-	-	315,000
0133 VMT Mitigation Program	134,767	48,568	66,665	-	-	-	-	-	250,000
0134 Measure B Education & Encouragement	18,671	52,017	68,657	-	-	-	-	-	139,345
0135 Town-wide Speed Studies	-	-	80,000	-	-	-	-	-	80,000
Street Improvements									
9921 Curb, Gutter & Sidewalk Maintenance	5,108,300	89,535	321,147	300,000	300,000	300,000	300,000	300,000	7,018,982
0218 Shannon Road Ped & Bikeway Improvements	263,407	106,014	1,937,809	-	-	-	-	-	2,307,230
0225 Utility Undergrounding Improvements	2,852	-	299,573	-	-	-	-	-	302,425
0227 Traffic Signal Modernization	2,001,927	540,474	94,858	-	-	-	-	-	2,637,259
0235 Downtown Streetscape Revitalization/Economic Recovery Efforts	1,929,140	359,867	152,633	-	-	-	-	-	2,441,640
0237 State Route 17 Corridor Congestion Relief Project	600,000	-	867,000	-	600,000	600,000	600,000	600,000	3,867,000
0240 Winchester Class IV Bikeway	942,062	-	-	-	-	-	-	-	942,062
0241 Kennedy Sidewalk & Bike Lanes - LGB to Englewood	-	-	2,365,376	-	-	-	-	-	2,365,376
0242 Parking Program Implementation	153,110	125,519	538,826	-	-	-	-	-	817,455
0244 Overlook Road Tree Replacement	-	-	-	40,000	-	-	-	-	40,000
0414 Stormwater System - Pollution Prevention Compliance	22,722	38,747	36,531	-	-	-	-	-	98,000
0420 Annual Storm Drain Improvements	291,181	-	252,219	-	-	-	-	-	543,400
0421 Loma Street Drainage	-	-	100,000	250,000	496,300	-	-	-	846,300
0422 Harwood/Belridge Drainage Study	-	-	100,000	-	-	-	-	-	100,000
0423 709 University Avenue Drainage System Replacement	-	-	200,000	-	-	-	-	-	200,000
0424 333 University Inlet Capacity Improvements	-	-	50,000	-	-	-	-	-	50,000
0425 Storm Drainage Mapping	-	-	190,000	260,001	-	-	-	-	450,001
0705 Downtown Parking Lots Seal Coat & Restriping	84,839	-	15,161	50,000	-	10,000	-	10,000	170,000
0708 Parking Lot 4 Repair/Waterproofing	199,800	-	50,200	-	-	-	-	-	250,000
Total Streets Projects	\$ 42,621,929	\$ 8,331,766	\$ 19,476,546	\$ 6,179,840	\$ 5,406,139	\$ 4,929,839	\$ 4,904,839	\$ 4,924,839	\$ 96,775,736

PARK & TRAILS PROGRAM SUMMARY									
	Expended Through 2022/23	2023/24 Estimated Actuals	Estimated Carryfwd to 2024/25	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget	Total Budgeted
Parks									
4007 Oak Meadow Bandstand Area Improvements	22,282	23,223	241,225	-	-	-	-	-	286,730
4008 Oak Meadow Park Plane Recoating	-	-	-	-	40,000	-	-	-	40,000
4202 Town Plaza Turf Repairs	9,116	-	27,000	15,000	-	-	-	-	51,116
4404 Creekside Turf Replacement	-	-	500,000	-	-	-	-	-	500,000
4605 Parks Playground Fibar Project	92,531	36,820	20,149	25,000	-	25,000	-	25,000	224,500
4610 Pinehurst Community Garden	14,314	70,627	250,059	50,000	-	-	-	-	385,000
4611 Sport Court Resurfacing	-	-	-	100,000	-	-	-	-	100,000
Trails									
4503 Charter Oaks Trail Improvement	72,942	-	474,891	-	-	-	-	-	547,833
4504 Open Space Trail Upgrades	-	-	152,000	-	-	-	-	-	152,000
4505 Trailhead Connector	692,000	8,006,899	822,953	-	-	-	-	-	9,521,851
4508 Vegetation Management - Town-wide	244,826	5,423	97,458	432,959	100,000	100,000	100,000	100,000	1,180,666
4510 Lynn Ave Pedestrian Path Design	-	55,448	184,552	50,000	-	-	-	-	290,000
Total Parks Projects	\$ 1,148,011	\$ 8,198,439	\$ 2,770,287	\$ 672,959	\$ 100,000	\$ 165,000	\$ 100,000	\$ 125,000	\$ 13,279,696

ADOPTED
CAPITAL IMPROVEMENT PROGRAM
Financial Summaries

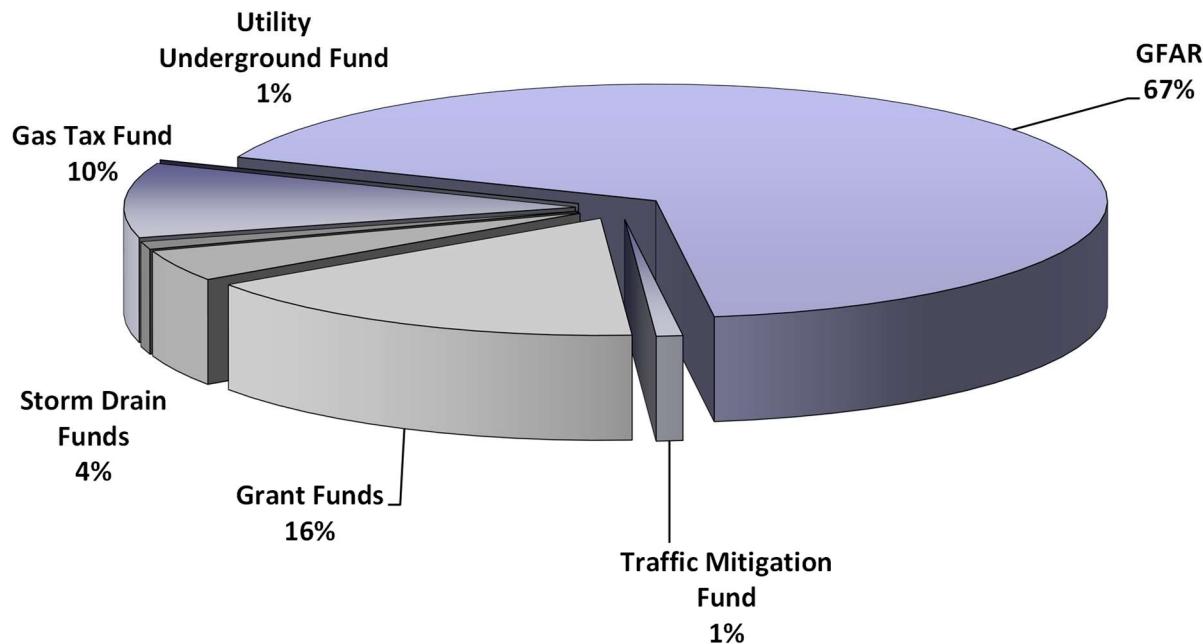
PUBLIC FACILITIES PROGRAM SUMMARY									
	Expended Through 2022/23	2023/24 Estimated Actuals	Estimated Carryfwd to 2024/25	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget	Total Budgeted
Infrastructure									
2002 Town Beautification	129,422	17,687	7,517	15,000	15,000	15,000	15,000	15,000	229,625
2009 Public Art Gateway Project	50,000	105,611	-	37,500	37,500	-	-	-	230,611
2012 Emergency Preparedness	-	-	96,780	-	-	-	-	-	96,780
2013 Annual ADA Compliance Work	-	-	10,000	70,000	20,000	20,000	20,000	20,000	160,000
2117 Civic Center ADA Restrooms and HR Offices	74,924	96,076	809,000	-	-	-	-	-	980,000
2120 Civic Center Plumbing Repair	-	-	40,000	40,000	40,000	-	-	-	120,000
2121 TMO Roof Repairs	-	-	79,640	-	-	-	-	-	79,640
2208 ARC – Interim Community Center	-	-	866,281	11,333	-	-	-	-	877,614
2302 Building Replacement at Corporation Yard	2,156,661	239,619	267,414	-	-	-	-	-	2,663,694
2310 Engineering Counter Modification	-	-	40,000	-	-	-	-	-	40,000
2311 Fleet Service Outdoor Work Area (Design Phase)	-	-	-	45,000	-	-	-	-	45,000
2404 POB Space Study	-	-	75,000	-	-	-	-	-	75,000
2504 Library Improvements	-	-	22,000	-	-	-	-	-	22,000
2505 Battery Power Supply - Library	439,466	100,716	2,818	-	-	-	-	-	543,000
2601 ADA Upgrade for Public Restrooms - Adult Recreation Building	103,964	294,099	305,799	-	-	-	-	-	703,861
Equipment									
6003 Town-wide Document Imaging Project	198,011	-	16,989	-	-	-	-	-	215,000
6101 Enterprise Resource Planning Upgrade	470,129	555,607	576,817	-	-	-	-	-	1,602,554
6103 EOC Communications Upgrade	24,717	1,000	6,000	-	-	-	-	-	31,717
6104 IT Disaster Recovery Improvements	171,163	757	28,080	-	-	-	-	-	200,000
Total Facilities Projects	3,818,457	1,411,173	3,250,134	218,833	112,500	35,000	35,000	35,000	8,916,097
Total Street, Parks and Trails, and Public Facilities Projects	\$ 47,588,397	\$ 17,941,378	\$ 25,496,967	\$ 7,071,632	\$ 5,618,639	\$ 5,129,839	\$ 5,039,839	\$ 5,084,839	\$ 118,971,530

**FINANCIAL SUMMARIES
BY FUND**

FY 2024/25

PROJECT SUMMARY BY FUND

(Includes Carryforward and FY 2024/25 Budget)



Budget by Fund	Carryforward &	
	FY 2024/25	Fund %
GFAR	\$ 21,767,447	67%
Traffic Mitigation Fund	308,238	1%
Grant Funds	5,373,019	16%
Storm Drain Funds	1,412,220	4%
Utility Underground Fund	347,576	1%
Gas Tax Fund	3,360,099	10%
Total Budget by Fund	\$ 32,568,599	100%

Source and Use Summary Schedule
All Capital Improvement Program Funds

SOURCE of FUNDS	Adjusted Budget FY 2023/24	Estimated FY 2023/24	Carryfwd & FY 2024/25	FY 2025/26	FY 2026/27	FY 2027/28	FY 2028/29
Beginning Fund Balance							
411 GFAR	\$ 18,573,398	\$ 18,573,398	\$ 15,134,425	\$ 711,730	\$ 782,739	\$ 693,748	\$ 647,257
411 Restricted - VTA Vehicle Registration Fees	494,826	494,826	494,826	494,826	494,826	494,826	494,826
411 Assigned - Open Space Trail	152,000	152,000	152,000	152,000	152,000	152,000	152,000
411 Assigned - Comcast PEG	50,000	50,000	50,000	50,000	50,000	50,000	50,000
411 Assigned - Measure G District Tax	1,769,057	1,769,057	2,391,243	128,911	191,915	273,815	373,875
411 Assigned - Downtown Parking (Tesla Charging Stations)	100,000	100,000	196,000	242,000	338,000	424,000	520,000
411 Assigned - ARPA \$2.9M	-	-	1,158,000	237,500	37,500	-	-
471 Traffic Mitigation	332,159	332,159	332,159	332,159	332,159	332,159	332,159
471 Reserved for Capital Improvements	228,542	228,542	228,542	228,542	228,542	228,542	228,542
421 Grant Fund	(406,890)	(406,890)	(9,161,855)	(377,530)	(377,530)	(377,530)	(377,530)
461 Storm Basin #1	1,279,350	1,279,350	1,396,148	710,361	264,429	313,503	363,783
462 Storm Basin #2	2,089,860	2,089,860	2,121,680	1,757,944	1,813,552	1,870,376	1,928,436
463 Storm Basin #3	(150,879)	(150,879)	(118,810)	(374,677)	(373,946)	(373,163)	(372,327)
472 Underground Utilities	3,438,996	3,438,996	3,474,992	3,173,056	3,218,926	3,265,016	3,311,346
481 Gas Tax	1,671,245	1,671,245	1,815,021	133,507	133,507	133,507	133,507
Total Beginning Fund Balance	\$ 29,621,664	\$ 29,621,664	\$ 19,664,371	\$ 7,600,329	\$ 7,286,619	\$ 7,480,800	\$ 7,785,874
Revenues							
411 GFAR	\$ 5,942,775	\$ 5,291,998	\$ 4,899,411	\$ 3,915,258	\$ 3,934,153	\$ 3,952,314	\$ 3,969,741
471 Traffic Mitigation	911,228	155,334	318,238	10,000	10,000	10,000	10,000
421 Grant Fund	16,563,851	1,380,023	14,157,344	-	-	-	-
461 Storm Basin #1	49,990	116,798	50,880	50,368	49,074	50,279	51,504
462 Storm Basin #2	54,790	31,820	54,850	55,608	56,824	58,059	59,324
463 Storm Basin #3	890	32,069	1,100	731	783	836	900
472 Underground Utilities	45,190	35,996	45,640	45,870	46,090	46,330	46,560
481 Gas Tax	1,714,376	1,714,376	1,784,585	1,784,585	1,784,585	1,784,585	1,784,585
Total Revenues	\$ 25,283,089	\$ 8,758,415	\$ 21,312,048	\$ 5,862,420	\$ 5,881,510	\$ 5,902,404	\$ 5,922,614
TOTAL SOURCE OF FUNDS	\$ 54,904,753	\$ 38,380,079	\$ 40,976,419	\$ 13,462,749	\$ 13,168,130	\$ 13,383,204	\$ 13,708,488
USE of FUNDS	Adjusted Budget FY 2023/24	Estimated FY 2023/24	Carryfwd & FY 2024/25	FY 2025/26	FY 2026/27	FY 2027/28	FY 2028/29
Capital Program Expenditures							
411 GFAR	\$ 24,325,700	\$ 6,413,294	\$ 22,017,446	\$ 3,443,754	\$ 3,451,254	\$ 3,361,254	\$ 3,406,254
471 Traffic Mitigation	403,097	142,835	308,238	-	-	-	-
421 Grant Fund	15,561,567	10,134,988	5,373,019	-	-	-	-
461 Storm Basin #1	400,000	-	736,667	496,300	-	-	-
462 Storm Basin #2	331,919	-	418,586	-	-	-	-
463 Storm Basin #3	170,300	-	256,967	-	-	-	-
472 Underground Utilities	347,576	-	347,576	-	-	-	-
481 Gas Tax	3,084,633	1,464,600	3,360,099	1,678,585	1,678,585	1,678,585	1,678,585
Total Capital Program Expenditures	\$ 44,624,792	\$ 18,155,718	\$ 32,818,599	\$ 5,618,639	\$ 5,129,839	\$ 5,039,839	\$ 5,084,839
Transfers Out & Other Sources							
411 GFAR	\$ 441,491	\$ 441,491	\$ 441,491	\$ 441,491	\$ 441,491	\$ 441,491	\$ 441,491
471 Traffic Mitigation	10,000	12,499	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	\$ 557,491	\$ 559,990	\$ 557,491	\$ 557,491	\$ 557,491	\$ 557,491	\$ 557,491
Unrestricted	\$ 9,722,470	\$ 19,664,371	\$ 7,600,329	\$ 7,286,619	\$ 7,480,800	\$ 7,785,874	\$ 8,066,158
TOTAL USE OF FUNDS	\$ 54,904,753	\$ 38,380,079	\$ 40,976,419	\$ 13,462,749	\$ 13,168,130	\$ 13,383,204	\$ 13,708,488

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

SOURCE OF FUNDS	Adjusted Budget 2023/24	Estimated 2023/24	Budget & 2024/25	Proposed 2025/26	Proposed 2026/27	Proposed 2027/28	Proposed 2028/2029
Beginning Fund Balance							
Restricted - VTA Vehicle Registration Fees	\$ 494,826	\$ 494,826	\$ 494,826	\$ 494,826	\$ 494,826	\$ 494,826	\$ 494,826
Assigned - Open Space Trail	152,000	152,000	152,000	152,000	152,000	152,000	152,000
Assigned - Comcast PEG	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Assigned - Measure G District Tax	1,769,057	1,769,057	2,391,243	128,911	191,915	273,815	373,875
Assigned - Downtown Parking (Tesla Charging Stations)	100,000	100,000	196,000	242,000	338,000	424,000	520,000
Assigned - ARPA \$2.9M	-	-	1,158,000	237,500	37,500	-	-
Unrestricted	18,573,398	18,573,398	15,134,425	711,730	782,739	693,748	647,257
Total Beginning Fund Balance	\$ 21,139,281	\$ 21,139,281	\$ 19,576,494	\$ 2,016,968	\$ 2,046,981	\$ 2,088,389	\$ 2,237,959
Revenues							
Construction Impact Fees	\$ 110,000	\$ 150,175	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000
Refuse Vehicle Road Impact Fee	871,800	871,800	878,381	878,381	878,381	878,381	878,381
Tesla Charging Stations	96,000	96,000	96,000	96,000	96,000	96,000	96,000
Street Repair & Resurfacing - 2016 Measure B Funding	1,069,433	683,680	1,243,626	857,873	857,873	857,873	857,873
Street Repair & Resurfacing - Slurry Seal	-	6,666	-	-	-	-	-
Street Repair & Resurfacing - San Jose Water Company	-	51,560	-	-	-	-	-
Street Repair & Resurfacing - West Valley Sanitation District	-	70,485	-	-	-	-	-
Pavement Rehab Crack & Seal - Measure B Funding	180,000	245,285	180,000	180,000	180,000	180,000	180,000
Curb, Gutter, & Sidewalk - Developer Contributions	10,000	12,880	10,000	10,000	10,000	10,000	10,000
Library Lobby Sound Mitigation	20,755	-	20,755	-	-	-	-
VMT Mitigation Program	115,233	-	115,233	-	-	-	-
Charter Oaks Trail Improvement	350,000	-	350,000	-	-	-	-
ARC – Interim Community Center (COVID19 Income Replacement)	866,281	866,281	11,333	-	-	-	-
Blossom Hill Rd - Union to Camden Improvements - City of San Jose	-	-	80,000	-	-	-	-
Overlook Road Tree Replacement	-	-	40,000	-	-	-	-
Operating Transfers In							
From General Fund	\$ 1,615,000	\$ 1,615,000	\$ 1,110,000	\$ 1,110,000	\$ 1,110,000	\$ 1,110,000	\$ 1,110,000
From Measure G District Sale Tax	638,273	622,187	644,083	663,004	681,900	700,061	717,488
Total Revenues	\$ 5,942,775	\$ 5,291,998	\$ 4,899,411	\$ 3,915,258	\$ 3,934,153	\$ 3,952,314	\$ 3,969,741
TOTAL SOURCE OF FUNDS	\$ 27,082,056	\$ 26,431,279	\$ 24,475,905	\$ 5,932,226	\$ 5,981,134	\$ 6,040,704	\$ 6,207,700

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

USE OF FUNDS	Adjusted Budget 2023/24	Estimated 2023/24	Budget & 2024/25	Proposed 2025/26	Proposed 2026/27	Proposed 2027/28	Proposed 2028/2029
	\$ 311,196	\$ 166,362	\$ -	\$ -	\$ -	\$ -	\$ -
Total Completed Projects							
Carryforward Projects							
Street Repair & Resurfacing	4,622,087	2,259,136	4,219,205	1,856,254	1,856,254	1,856,254	1,856,254
Annual Street Restriping	-	-	15,000	20,000	30,000	40,000	50,000
Pavement Rehab-Crack Seal	360,000	180,000	360,000	180,000	180,000	180,000	180,000
Curb, Gutter & Sidewalk Maintenance	410,682	89,535	621,147	300,000	300,000	300,000	300,000
Retaining Wall Repairs	566,799	31,499	585,300	50,000	50,000	50,000	50,000
Unanticipated Repairs - Annual	20,360	9,572	110,788	100,000	100,000	100,000	100,000
Shannon Road Repair	4,442,912	268,745	4,674,167	-	-	-	-
Roadside Fire Fuel Reduction - Annual	822,191	186,640	735,551	100,000	100,000	100,000	100,000
East Main Street Crosswalk Improvements	271,300	18,000	253,300	-	-	-	-
VMT Mitigation Program	115,233	48,568	66,665	-	-	-	-
Measure B Education & Encouragement	-	1,000	-	-	-	-	-
Shannon Road Ped & Bikeway Improvements	548,090	106,014	442,076	-	-	-	-
Downtown Streetscape Revitalization/Economic Recovery	912,500	359,867	152,633	-	-	-	-
State Route 17 Corridor Congestion Relief Project	867,000	-	867,000	600,000	600,000	600,000	600,000
Kennedy Sidewalk & Bike Lanes - LGB to Englewood	492,386	-	492,386	-	-	-	-
Parking Program Implementation	614,345	125,519	538,826	-	-	-	-
Stormwater System - Pollution Prevention Compliance	265,278	38,747	36,531	-	-	-	-
Downtown Parking Lots Seal Coat & Restriping	15,161	-	65,161	-	10,000	-	10,000
Parking Lot 4 Repair/Waterproofing	50,200	-	50,200	-	-	-	-
Quite Road - Bridge Replacement	285,087	235,087	50,000	-	-	-	-
Highway 17 Bicycle & Pedestrian Bridge - Design	1,235,635	628,921	606,714	-	-	-	-
Timber Bridge Inspection	-	-	-	25,000	25,000	-	-
Oak Meadow Bandstand Area Improvements	67,718	23,223	44,495	-	-	-	-
Town Plaza Turf Repairs	27,000	-	42,000	-	-	-	-
Parks Playground Fibar Project	56,969	36,820	45,149	-	25,000	-	25,000
Pinehurst Community Garden	270,686	70,627	300,059	-	-	-	-
Charter Oaks Trail Improvement	474,891	-	474,891	-	-	-	-
Open Space Trail Upgrades	152,000	-	152,000	-	-	-	-
Trailhead Connector	1,118,967	422,594	696,374	-	-	-	-
Vegetation Management - Town-wide	102,881	5,423	530,417	100,000	100,000	100,000	100,000
Lynn Ave Pedestrian Path Design	190,000	55,448	234,552	-	-	-	-
Creekside Turf Replacement	500,000	-	500,000	-	-	-	-
Annual ADA Compliance Work	10,000	-	80,000	20,000	20,000	20,000	20,000
Town Beautification	25,203	17,687	22,517	15,000	15,000	15,000	15,000
Public Art Gateway Project	81,500	105,611	37,500	37,500	-	-	-
Civic Center ADA Restrooms and HR Offices	905,076	96,076	809,000	-	-	-	-
Civic Center Plumbing Repair	40,000	-	80,000	40,000	-	-	-
ARC – Interim Community Center	866,281	-	877,614	-	-	-	-
Building Replacement at Corporation Yard	507,033	239,619	267,414	-	-	-	-
Engineering Counter Modification	40,000	-	40,000	-	-	-	-
Library Improvements	22,000	-	22,000	-	-	-	-
Battery Power Supply - Library	2,818	-	2,818	-	-	-	-
ADA Upgrade for Public Restrooms - Adult Recreation	181,280	29,589	151,691	-	-	-	-
Town-wide Document Imaging Project	16,990	-	16,989	-	-	-	-
Enterprise Resource Planning Upgrade	1,132,425	555,607	576,817	-	-	-	-
EOC Communications Upgrade	25,283	1,000	6,000	-	-	-	-
IT Disaster Recovery Improvements	28,837	757	28,080	-	-	-	-
Emergency Preparedness	96,780	-	96,780	-	-	-	-
POB Space Study	75,000	-	75,000	-	-	-	-
New Projects							
Blossom Hill Rd - Union to Camden Improvements	-	-	160,000	-	-	-	-
Overlook Road Tree Replacement	-	-	40,000	-	-	-	-
Storm Drainage Mapping	-	-	190,000	-	-	-	-
Sport Court Resurfacing	-	-	100,000	-	-	-	-
Oak Meadow Park Plane Recoating	-	-	-	-	40,000	-	-
TMO Roof Repairs	79,640	-	79,640	-	-	-	-
Fleet Service Outdoor Work Area (Design Phase)	-	-	45,000	-	-	-	-
Total Project Expenditures	\$ 24,325,700	\$ 6,413,294	\$ 21,767,446	\$ 3,443,754	\$ 3,451,254	\$ 3,361,254	\$ 3,406,254
Operating Transfers Out							
Transfer to GF	\$ 441,491	\$ 441,491	\$ 691,491	\$ 441,491	\$ 441,491	\$ 441,491	\$ 441,491
Transfer to BMP	-	-	-	-	-	-	-
Transfer to Projects (ARPA)	-	-	-	-	-	-	-
Total Operating Transfers Out	\$ 441,491	\$ 441,491	\$ 691,491	\$ 441,491	\$ 441,491	\$ 441,491	\$ 441,491
Ending Fund Balance							
Restricted - VTA Vehicle Registration Fees	\$ 494,826	\$ 494,826	\$ 494,826	\$ 494,826	\$ 494,826	\$ 494,826	\$ 494,826
Assigned - Open Space Trail	152,000	152,000	152,000	152,000	152,000	152,000	152,000
Assigned - Comcast PEG	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Assigned - Measure G District Tax	1,769,057	2,391,243	128,911	191,915	273,815	373,875	491,363
Assigned - Downtown Parking (Tesla Charging Stations)	196,000	196,000	242,000	338,000	424,000	520,000	606,000
Assigned - ARPA \$2.9M	1,157,500	1,158,000	237,500	37,500	-	-	-
Unrestricted	(1,504,518)	15,134,425	711,730	782,739	693,748	647,257	565,766
Total Ending Fund Balance	\$ 2,314,865	\$ 19,576,494	\$ 2,016,968	\$ 2,046,981	\$ 2,088,389	\$ 2,237,959	\$ 2,359,955
TOTAL USE OF FUNDS	\$ 27,082,056	\$ 26,431,279	\$ 24,475,905	\$ 5,932,226	\$ 5,981,134	\$ 6,040,704	\$ 6,207,700

ADOPTED
CAPITAL IMPROVEMENT PROGRAM
Financial Summaries

GFAR FUND PROJECT SUMMARY								
	Expended Through 2023/24	Estimated Carryfwd to 2024/25	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget	Total Budgeted
<i>Annual Projects</i>								
9901 Street Repair & Resurfacing	\$ 14,693,094	\$ 2,362,951	\$ 1,856,254	\$ 1,856,254	\$ 1,856,254	\$ 1,856,254	\$ 1,856,254	\$ 26,337,315
9902 Annual Street Restriping	180,228	-	15,000	20,000	30,000	40,000	50,000	335,228
9903 Pavement Rehab-Crack Seal	1,796,628	180,000	180,000	180,000	180,000	180,000	180,000	2,876,628
9904 Unanticipated Repairs - Annual	9,572	10,788	100,000	100,000	100,000	100,000	100,000	520,360
9921 Curb, Gutter & Sidewalk Maintenance	5,134,951	321,147	300,000	300,000	300,000	300,000	300,000	6,956,098
9930 Retaining Wall Repairs	1,627,477	535,300	50,000	50,000	50,000	50,000	50,000	2,412,777
0130 Roadside Fire Fuel Reduction - Annual	1,186,449	635,551	100,000	100,000	100,000	100,000	100,000	2,322,000
2013 Annual ADA Compliance Work	-	10,000	70,000	20,000	20,000	20,000	20,000	160,000
<i>Carryforward Projects</i>								
0008 Shannon Road Repair	701,897	4,174,167	500,000	-	-	-	-	5,376,064
0131 East Main Street Crosswalk Improvements	61,700	253,300	-	-	-	-	-	315,000
0133 VMT Mitigation Program	183,335	66,665	-	-	-	-	-	250,000
0134 Measure B Education & Encouragement	12,700	-	-	-	-	-	-	12,700
0218 Shannon Road Ped & Bikeway Improvements	298,220	442,076	-	-	-	-	-	740,296
0227 Traffic Signal Modernization	14,308	-	-	-	-	-	-	14,308
0235 Downtown Streetscape Revitalization/Economic Recovery Efforts	2,289,007	152,633	-	-	-	-	-	2,441,640
0237 State Route 17 Corridor Congestion Relief Project	-	867,000	-	600,000	600,000	600,000	600,000	3,267,000
0240 Winchester Class IV Bikeway	648,162	-	-	-	-	-	-	648,162
0241 Kennedy Sidewalk & Bike Lanes - LGB to Englewood	-	492,386	-	-	-	-	-	492,386
0242 Parking Program Implementation	278,629	538,826	-	-	-	-	-	817,455
0414 Stormwater System - Pollution Prevention Compliance	61,469	36,531	-	-	-	-	-	98,000
0705 Downtown Parking Lots Seal Coat & Restriping	84,839	15,161	50,000	-	10,000	-	10,000	170,000
0708 Parking Lot 4 Repair/Waterproofing	199,800	50,200	-	-	-	-	-	250,000
0801 Quito Road - Bridge Replacement	299,681	50,000	-	-	-	-	-	349,681
0803 Highway 17 Bicycle & Pedestrian Bridge - Design	861,810	606,714	-	-	-	-	-	1,468,524
0804 Timber Bridge Inspection	-	-	-	25,000	25,000	-	-	50,000
4007 Oak Meadow Bandstand Area Improvements	45,505	44,495	-	-	-	-	-	90,000
4202 Town Plaza Turf Repairs	9,116	27,000	15,000	-	-	-	-	51,116
4404 Creekside Turf Replacement	-	500,000	-	-	-	-	-	500,000
4605 Parks Playground Fibar Project	129,351	20,149	25,000	-	25,000	-	25,000	224,500
4610 Pinehurst Community Garden	84,941	250,059	50,000	-	-	-	-	385,000
4503 Charter Oaks Trail Improvement	109	474,891	-	-	-	-	-	475,000
4504 Open Space Trail Upgrades	-	152,000	-	-	-	-	-	152,000
4505 Trailhead Connector	771,594	696,374	-	-	-	-	-	1,467,968
4508 Vegetation Management - Town-wide	250,249	97,458	432,959	100,000	100,000	100,000	100,000	1,180,666
4510 Lynn Ave Pedestrian Path Design	55,448	184,552	50,000	-	-	-	-	290,000
2002 Town Beautification	147,109	7,517	15,000	15,000	15,000	15,000	15,000	229,626
2009 Public Art Gateway Project	155,611	-	37,500	37,500	-	-	-	230,611
2012 Emergency Preparedness	-	96,780	-	-	-	-	-	96,780
2117 Civic Center ADA Restrooms and HR Offices	171,000	809,000	-	-	-	-	-	980,000
2120 Civic Center Plumbing Repair	-	40,000	40,000	40,000	-	-	-	120,000
2208 ARC – Interim Community Center	-	866,281	11,333	-	-	-	-	877,614
2302 Building Replacement at Corporation Yard	2,396,280	267,414	-	-	-	-	-	2,663,694
2310 Engineering Counter Modification	-	40,000	-	-	-	-	-	40,000
2404 POB Space Study	-	75,000	-	-	-	-	-	75,000
2504 Library Improvements	-	22,000	-	-	-	-	-	22,000
2505 Battery Power Supply - Library	27,182	2,818	-	-	-	-	-	30,000
2601 ADA Upgrade for Public Restrooms - Adult Recreation Building	31,309	151,691	-	-	-	-	-	183,000
6003 Town-wide Document Imaging Project	198,011	16,989	-	-	-	-	-	215,000
6101 Enterprise Resource Planning Upgrade	1,025,736	576,817	-	-	-	-	-	1,602,553
6103 EOC Communications Upgrade	-	25,717	6,000	-	-	-	-	31,717
6104 IT Disaster Recovery Improvements	171,920	28,080	-	-	-	-	-	200,000
<i>New Projects</i>								
0010 Blossom Hill Rd - Union to Camden Improvements	-	-	160,000	-	-	-	-	160,000
0244 Overlook Road Tree Replacement	-	-	40,000	-	-	-	-	40,000
0425 Storm Drainage Mapping	-	190,000	-	-	-	-	-	190,000
4008 Oak Meadow Park Plane Recoating	-	-	-	-	40,000	-	-	40,000
4611 Sport Court Resurfacing	-	-	100,000	-	-	-	-	100,000
2121 TMO Roof Repairs	-	79,640	-	-	-	-	-	79,640
2311 Fleet Service Outdoor Work Area (Design Phase)	-	-	45,000	-	-	-	-	45,000
Total GFAR Projects	\$ 36,320,145	\$ 17,524,401	\$ 4,243,046	\$ 3,443,754	\$ 3,451,254	\$ 3,361,254	\$ 3,406,254	\$ 71,750,108

TRAFFIC MITIGATION FUND
STATEMENT OF SOURCE AND USE OF FUNDS

	Adjusted Budget 2023/24		Estimated 2023/24	Budget & Carryfwd 2024/25	Proposed 2025/26	Proposed 2026/27	Proposed 2027/2028	Proposed 2028/2029
SOURCE OF FUNDS								
Beginning Fund Balance								
Unrestricted	\$ 332,159	\$ 332,159		\$ 332,159	\$ 332,159	\$ 332,159	\$ 332,159	\$ 332,159
Reserved for Capital Improvements	228,542	228,542		228,542	228,542	228,542	228,542	228,542
Deferred Traffic Mitigation								
Total Beginning Fund Balance	\$ 560,701	\$ 560,701		\$ 560,701	\$ 560,701	\$ 560,701	\$ 560,701	\$ 560,701
Revenues								
Deferred Revenue	\$ 795,101	\$ 155,334		\$ 318,238	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
In-Lieu Fees	116,126	-		-	-	-	-	-
Total Revenues	\$ 911,228	\$ 155,334		\$ 318,238	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
TOTAL SOURCE OF FUNDS	\$ 1,471,929	\$ 716,035		\$ 878,939	\$ 570,701	\$ 570,701	\$ 570,701	\$ 570,701
USE OF FUNDS								
Completed Projects								
North 40 Traffic Mitigation	\$ -	\$ 47,977		\$ -	\$ -	\$ -	\$ -	\$ -
Carryforward Projects								
Traffic Signal Modernization	189,717	94,858		94,858	-	-	-	-
State Route 17 Corridor Congestion Relief Project	-	-		-	-	-	-	-
Highway 17 Bicycle & Pedestrian Bridge - Design	-	-		-	-	-	-	-
Shannon Road Ped & Bikeway Improvements	133,380	-		133,380	-	-	-	-
Town-wide Speed Studies	80,000	-		80,000	-	-	-	-
Proposed Projects								
Total Project Expenditures	\$ 403,097	\$ 142,835		\$ 308,238	\$ -	\$ -	\$ -	\$ -
Transfer to General Fund	\$ 10,000	\$ 12,499		\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Total Operating Transfers	\$ 10,000	\$ 12,499		\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Ending Fund Balance								
Reserved for Capital Improvements	\$ 228,542	\$ 228,542		\$ 228,542	\$ 228,542	\$ 228,542	\$ 228,542	\$ 228,542
Unrestricted	830,290	332,159		332,159	332,159	332,159	332,159	332,159
Total Ending Fund Balance	\$ 1,058,832	\$ 560,701		\$ 560,701	\$ 560,701	\$ 560,701	\$ 560,701	\$ 560,701
TOTAL USE OF FUNDS	\$ 1,471,929	\$ 716,035		\$ 878,939	\$ 570,701	\$ 570,701	\$ 570,701	\$ 570,701

Financial Summaries

TRAFFIC MITIGATION FUND PROJECTS									
	Expended Through 2023/24	Estimated Carryfwd to 2024/25	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget	Total Budgeted	
<i>Carryforward Projects</i>									
0135 Town-wide Speed Studies	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000	
0218 Shannon Road Ped & Bikeway Improvements	-	133,380	-	-	-	-	-	133,380	
0227 Traffic Signal Modernization	1,008,430	94,858	-	-	-	-	-	1,103,288	
0237 State Route 17 Corridor Congestion Relief Project	600,000	-	-	-	-	-	-	600,000	
0803 Highway 17 Bicycle & Pedestrian Bridge - Design	147,249	-	-	-	-	-	-	147,249	
<i>New Projects</i>									
Total Traffic Mitigation Projects	\$ 1,755,679	\$ 308,238	\$ -	\$ 2,063,917					

GRANT FUND

STATEMENT OF SOURCE AND USE OF FUNDS

	Adjusted Budget 2023/24	Estimated 2023/24	Budget & Carryfwd 2024/25	Proposed 2025/26	Proposed 2026/27	Proposed 2027/2028	Proposed 2028/2029
SOURCE OF FUNDS							
Beginning Fund Balance							
Unrestricted	\$ (406,890)	\$ (406,890)	\$ (9,161,855)	\$ (377,530)	\$ (377,530)	\$ (377,530)	\$ (377,530)
Total Beginning Fund Balance	\$ (406,890)	\$ (406,890)	\$ (9,161,855)	\$ (377,530)	\$ (377,530)	\$ (377,530)	\$ (377,530)
Revenues							
Street Repair & Resurfacing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Guardrail Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
School Bus Pilot Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ADA Transition Plan	35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Roadside Fire Fuel Reduction	750,000	\$ -	750,000	\$ -	\$ -	\$ -	\$ -
E. Main St. Speed Table/ Raised Crosswalk	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Road Safety Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Measure B Education & Encouragement	23,323	\$ -	46,646	\$ -	\$ -	\$ -	\$ -
Hwy 9/University Intersection	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Shannon Road Pedestrian & Bikeway Improvements	1,114,350	\$ -	1,114,350	\$ -	\$ -	\$ -	\$ -
Traffic Signal Modernization	103,316	114,954	\$ -	\$ -	\$ -	\$ -	\$ -
Bike & Ped Improvements (BHR East & West)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Winchester Blvd. Complete Streets (Final Design)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Winchester Class IV Bikeway	293,000	\$ -	293,000	\$ -	\$ -	\$ -	\$ -
Kennedy Sidewalk between LGB and Englewood	1,861,816	\$ -	1,861,816	\$ -	\$ -	\$ -	\$ -
Curb, Gutter & Sidewalk Maintenance	62,884	62,884	\$ -	\$ -	\$ -	\$ -	\$ -
Highway 17 Bicycle & Pedestrian Bridge - Design	2,232,682	340,720	1,891,962	\$ -	\$ -	\$ -	\$ -
Battery Power Supply - Library	513,000	300,000	213,000	\$ -	\$ -	\$ -	\$ -
ADA Upgrade Public Restrooms - Adult Recreation Bldg.	218,979	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Oak Meadow Bandstand Area Improvements	196,730	\$ -	196,730	\$ -	\$ -	\$ -	\$ -
Trailhead Connector	9,158,771	561,465	7,149,840	\$ -	\$ -	\$ -	\$ -
Blossom Hill Rd - Union to Camden Improvements	\$ -	\$ -	640,000	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 16,563,851	\$ 1,380,023	\$ 14,157,344	\$ -	\$ -	\$ -	\$ -
TOTAL SOURCE OF FUNDS	\$ 16,156,961	\$ 973,133	\$ 4,995,489	\$ (377,530)	\$ (377,530)	\$ (377,530)	\$ (377,530)
USE OF FUNDS							
Completed Projects							
ADA Transition Plan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Winchester Boulevard Complete Streets (Final Design)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Road Safety Plan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Carryforward Projects							
Street Repair & Resurfacing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Roadside Fire Fuel Reduction - Annual	750,000	\$ -	750,000	\$ -	\$ -	\$ -	\$ -
East Main Street Crosswalk Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Measure B Education & Encouragement	119,674	51,017	68,657	\$ -	\$ -	\$ -	\$ -
Shannon Road Ped & Bikeway Improvements	1,114,350	\$ -	1,114,350	\$ -	\$ -	\$ -	\$ -
Traffic Signal Modernization	445,616	445,616	\$ -	\$ -	\$ -	\$ -	\$ -
Winchester Class IV Bikeway	693,560	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Kennedy Sidewalk & Bike Lanes - LGB to Englewood	1,872,990	\$ -	1,872,990	\$ -	\$ -	\$ -	\$ -
Curb, Gutter & Sidewalk Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Highway 17 Bicycle & Pedestrian Bridge - Design	2,138,429	1,688,824	449,605	\$ -	\$ -	\$ -	\$ -
Oak Meadow Bandstand Area Improvements	196,730	\$ -	196,730	\$ -	\$ -	\$ -	\$ -
Charter Oaks Trail Improvement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trailhead Connector	7,710,884	7,584,305	126,579	\$ -	\$ -	\$ -	\$ -
Vegetation Management - Town-wide	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Battery Power Supply - Library	100,716	100,716	\$ -	\$ -	\$ -	\$ -	\$ -
ADA Upgrade for Public Restrooms - Adult Recreation Building	418,618	264,510	154,108	\$ -	\$ -	\$ -	\$ -
Proposed Projects							
Blossom Hill Rd - Union to Camden Improvements	\$ -	\$ -	640,000	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 15,561,567	\$ 10,134,988	\$ 5,373,019	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance							
Unrestricted	\$ 595,394	\$ (9,161,855)	\$ (377,530)	\$ (377,530)	\$ (377,530)	\$ (377,530)	\$ (377,530)
Total Ending Fund Balance	\$ 595,394	\$ (9,161,855)	\$ (377,530)	\$ (377,530)	\$ (377,530)	\$ (377,530)	\$ (377,530)
TOTAL USE OF FUNDS	\$ 16,156,961	\$ 973,133	\$ 4,995,489	\$ (377,530)	\$ (377,530)	\$ (377,530)	\$ (377,530)

Note: The grants function primarily on a reimbursement basis.

ADOPTED
CAPITAL IMPROVEMENT PROGRAM
Financial Summaries

GRANT FUNDED PROJECTS								
	Expended Through 2023/24	Estimated Carryfwd to 2024/25	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget	Total Budgeted
<i>Carryforward Projects</i>								
0130 Roadside Fire Fuel Reduction - Annual	\$ -	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000
0131 East Main Street Crosswalk Improvements	-	-	-	-	-	-	-	-
0134 Measure B Education & Encouragement	57,988	68,657	-	-	-	-	-	126,645
0218 Shannon Road Ped & Bikeway Improvements	-	1,114,350	-	-	-	-	-	1,114,350
0227 Traffic Signal Modernization	1,519,662	-	-	-	-	-	-	1,519,662
0240 Winchester Class IV Bikeway	293,900	-	-	-	-	-	-	293,900
0241 Kennedy Sidewalk & Bike Lanes - LGB to Englewood	-	1,872,990	-	-	-	-	-	1,872,990
0803 Highway 17 Bicycle & Pedestrian Bridge - Design	2,391,924	449,605	-	-	-	-	-	2,841,529
2505 Battery Power Supply - Library	513,000	-	-	-	-	-	-	513,000
2601 ADA Upgrade for Public Restrooms - Adult Recreation Building	366,754	154,108	-	-	-	-	-	520,862
4007 Oak Meadow Bandstand Area Improvements	-	196,730	-	-	-	-	-	196,730
4503 Charter Oaks Trail Improvement	72,833	-	-	-	-	-	-	72,833
4505 Trailhead Connector	7,927,305	126,579	-	-	-	-	-	8,053,884
9901 Street Repair & Resurfacing	230,000	-	-	-	-	-	-	230,000
9921 Curb, Gutter & Sidewalk Maintenance	62,884	-	-	-	-	-	-	62,884
<i>New Projects</i>								
0010 Blossom Hill Rd - Union to Camden Improvements	-	-	640,000	-	-	-	-	640,000
Total Grant Funded Projects	\$ 13,436,249	\$ 4,733,019	\$ 640,000	\$ -	\$ -	\$ -	\$ -	\$ 18,809,268

STORM BASIN FUNDS
STATEMENT OF SOURCE AND USE OF FUNDS

	Adjusted Budget 2023/24	Estimated 2023/24	Budget & Carryfwd 2024/25	Proposed 2025/26	Proposed 2026/27	Proposed 2027/2028	Proposed 2028/2029
SOURCE OF FUNDS							
Beginning Fund Balance							
Unrestricted	\$ 3,218,331	\$ 3,218,331	\$ 3,399,018	\$ 2,093,628	\$ 1,704,035	\$ 1,810,716	\$ 1,919,891
Total Beginning Fund Balance	\$ 3,218,331	\$ 3,218,331	\$ 3,399,018	\$ 2,093,628	\$ 1,704,035	\$ 1,810,716	\$ 1,919,891
Revenues							
Drainage Fees	92,500	167,517	94,350	96,237	98,162	100,125	102,127
Interest	13,170	13,170	12,480	10,470	8,520	9,050	9,600
Total Revenues	\$ 105,670	\$ 180,687	\$ 106,830	\$ 106,707	\$ 106,682	\$ 109,175	\$ 111,727
TOTAL SOURCE OF FUNDS	\$ 3,324,001	\$ 3,399,018	\$ 3,505,848	\$ 2,200,335	\$ 1,810,716	\$ 1,919,891	\$ 2,031,619
USE OF FUNDS							
Completed Projects							
Carryforward Projects							
Annual Storm Drain Improvements	\$ 252,219	\$ -	\$ 252,219	\$ -	\$ -	\$ -	\$ -
Shannon Road Ped & Bikeway Improvements	200,000	-	200,000	-	-	-	-
Loma Street Drainage	100,000	-	350,000	496,300	-	-	-
Harwood/Belridge Drainage Study	100,000	-	100,000	-	-	-	-
709 University Avenue Drainage System Replacement	200,000	-	200,000	-	-	-	-
333 University Inlet Capacity Improvements	50,000	-	50,000	-	-	-	-
Proposed Projects							
Storm Drainage System Mapping	-	-	260,001	-	-	-	-
Total Expenditures	\$ 902,219	\$ -	\$ 1,412,220	\$ 496,300	\$ -	\$ -	\$ -
Ending Fund Balance							
Unrestricted	\$ 2,421,782	\$ 3,399,018	\$ 2,093,628	\$ 1,704,035	\$ 1,810,716	\$ 1,919,891	\$ 2,031,619
Total Ending Fund Balance	\$ 2,421,782	\$ 3,399,018	\$ 2,093,628	\$ 1,704,035	\$ 1,810,716	\$ 1,919,891	\$ 2,031,619
TOTAL USE OF FUNDS	\$ 3,324,001	\$ 3,399,018	\$ 3,505,848	\$ 2,200,335	\$ 1,810,716	\$ 1,919,891	\$ 2,031,619

Financial Summaries

STORM BASIN FUNDS PROJECTS									
	Expended Through 2023/24	Estimated Carryfwd to 2024/25	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget	Total Budgeted	
<i>Carryforward Projects</i>									
0420 Annual Storm Drain Improvements	\$ 291,181	\$ 252,219	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 543,400	
0218 Shannon Road Ped & Bikeway Improvements	-	200,000	-	-	-	-	-	200,000	
0421 Loma Street Drainage	-	100,000	250,000	496,300	-	-	-	846,300	
0422 Harwood/Belridge Drainage Study	-	100,000	-	-	-	-	-	100,000	
0423 709 University Avenue Drainage System Replacement	-	200,000	-	-	-	-	-	200,000	
0424 333 University Inlet Capacity Improvements	-	50,000	-	-	-	-	-	50,000	
<i>New Projects</i>									
0425 Storm Drainage System Mapping	-	-	260,001	-	-	-	-	260,001	
Total Storm Basin Funds Projects	\$ 291,181	\$ 902,219	\$ 510,001	\$ 496,300	\$ -	\$ -	\$ -	\$ 2,199,701	

UTILITY UNDERGROUND FUND
STATEMENT OF SOURCE AND USE OF FUNDS

	Adjusted Budget 2023/24	Estimated 2023/24	Budget & Carryfwd 2024/25	Proposed 2025/26	Proposed 2026/27	Proposed 2027/2028	Proposed 2028/2029
SOURCE OF FUNDS							
Beginning Fund Balance							
Unrestricted	\$ 3,438,996	\$ 3,438,996	\$ 3,474,992	\$ 3,173,056	\$ 3,218,926	\$ 3,265,016	\$ 3,311,346
Total Beginning Fund Balance	\$ 3,438,996	\$ 3,438,996	\$ 3,474,992	\$ 3,173,056	\$ 3,218,926	\$ 3,265,016	\$ 3,311,346
Revenues							
Construction Tax	\$ 30,000	\$ 20,806	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Interest	15,190	15,190	15,640	15,870	16,090	16,330	16,560
Misc CIP refund	-	-	-	-	-	-	-
Balance from PG&E	-	-	-	-	-	-	-
Total Revenues	\$ 45,190	\$ 35,996	\$ 45,640	\$ 45,870	\$ 46,090	\$ 46,330	\$ 46,560
TOTAL SOURCE OF FUNDS	\$ 3,484,186	\$ 3,474,992	\$ 3,520,632	\$ 3,218,926	\$ 3,265,016	\$ 3,311,346	\$ 3,357,906
USE OF FUNDS							
Completed Projects							
Carryforward Projects							
Shannon Road Ped & Bikeway Improvements	\$ 48,003	\$ -	\$ 48,003	\$ -	\$ -	\$ -	\$ -
Utility Undergrounding Improvements	299,573	-	299,573	-	-	-	-
New Projects							
Total Expenditures	\$ 347,576	\$ -	\$ 347,576	\$ -	\$ -	\$ -	\$ -
Operating Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance							
Unrestricted	\$ 3,136,610	\$ 3,474,992	\$ 3,173,056	\$ 3,218,926	\$ 3,265,016	\$ 3,311,346	\$ 3,357,906
Total Ending Fund Balance	\$ 3,136,610	\$ 3,474,992	\$ 3,173,056	\$ 3,218,926	\$ 3,265,016	\$ 3,311,346	\$ 3,357,906
TOTAL USE OF FUNDS	\$ 3,484,186	\$ 3,474,992	\$ 3,520,632	\$ 3,218,926	\$ 3,265,016	\$ 3,311,346	\$ 3,357,906

UTILITY UNDERGROUND FUND PROJECTS									
	Expended Through 2023/24	Estimated Carryfwd to 2024/25	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget	Total Budgeted	
<i>Carryforward Projects</i>									
0218 Shannon Road Class 1 Multi-use Path	\$ 71,201	\$ 48,003	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 119,204	
0225 Utility Undergrounding Improvements	2,852	299,573	-	-	-	-	-	302,425	
<i>New Projects</i>									
Total Utility Undergrounding Projects	\$ 74,053	\$ 347,576	\$ -	\$ 421,629					

GAS TAX FUND
STATEMENT OF SOURCE AND USE OF FUNDS

	Adjusted Budget	Estimated	Budget &	Proposed	Proposed	Proposed	Proposed
	2023/24	2023/24	Carryfwd 2024/25	2025/26	2026/27	2027/2028	2028/2029
SOURCE OF FUNDS							
Beginning Fund Balance							
Unrestricted	\$ 1,671,245	\$ 1,671,245	\$ 1,815,021	\$ 133,507	\$ 133,507	\$ 133,507	\$ 133,507
Total Beginning Fund Balance	\$ 1,671,245	\$ 1,671,245	\$ 1,815,021	\$ 133,507	\$ 133,507	\$ 133,507	\$ 133,507
Revenues							
Gas Tax	\$ 613,848	\$ 613,848	\$ 626,014	\$ 626,014	\$ 626,014	\$ 626,014	\$ 626,014
Gas Tas - Traffic Congestion	295,500	295,500	298,066	298,066	298,066	298,066	298,066
Road Maintenance Rehabilitation	803,626	803,626	859,033	859,033	859,033	859,033	859,033
Interest	1,402	1,402	1,472	1,472	1,472	1,472	1,472
Total Revenues	\$ 1,714,376	\$ 1,714,376	\$ 1,784,585				
TOTAL SOURCE OF FUNDS	\$ 3,385,621	\$ 3,385,621	\$ 3,599,606	\$ 1,918,092	\$ 1,918,092	\$ 1,918,092	\$ 1,918,092
USE OF FUNDS							
Completed Projects							
Total Completed Projects	-	-	-	-	-	-	-
Carryforward Projects							
St Repair & Resurfacing	\$ 3,084,633	\$ 1,464,600	\$ 3,360,099	\$ 1,678,585	\$ 1,678,585	\$ 1,678,585	\$ 1,678,585
Proposed Projects							
Total Expenditures	\$ 3,084,633	\$ 1,464,600	\$ 3,360,099	\$ 1,678,585	\$ 1,678,585	\$ 1,678,585	\$ 1,678,585
Operating Transfers	\$ 106,000	\$ 106,000	106,000	\$ 106,000	\$ 106,000	\$ 106,000	\$ 106,000
Total Operating Transfers	\$ 106,000						
Ending Fund Balance							
Unrestricted	\$ 194,988	\$ 1,815,021	\$ 133,507	\$ 133,507	\$ 133,507	\$ 133,507	\$ 133,507
Total Ending Fund Balance	\$ 194,988	\$ 1,815,021	\$ 133,507				
TOTAL USE OF FUNDS	\$ 3,385,621	\$ 3,385,621	\$ 3,599,606	\$ 1,918,092	\$ 1,918,092	\$ 1,918,092	\$ 1,918,092

ADOPTED**CAPITAL IMPROVEMENT PROGRAM****Financial Summaries**

GAS TAX FUND PROJECTS								
	Expended Through 2023/24	Estimated Carryfwd to 2024/25	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget	Total Budgeted
<i>Carryforward Projects</i> 9901 Street Repair & Resurfacing	\$ 13,652,467	\$ 1,681,514	\$ 1,678,585	\$ 1,678,585	\$ 1,678,585	\$ 1,678,585	\$ 1,678,585	\$ 23,726,906
<i>New Projects</i>								
Total Gas Tax Fund Projects	\$ 13,652,467	\$ 1,681,514	\$ 1,678,585	\$ 23,726,906				

Streets Program

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STREETS PROGRAM DIRECTORY

ADOPTED

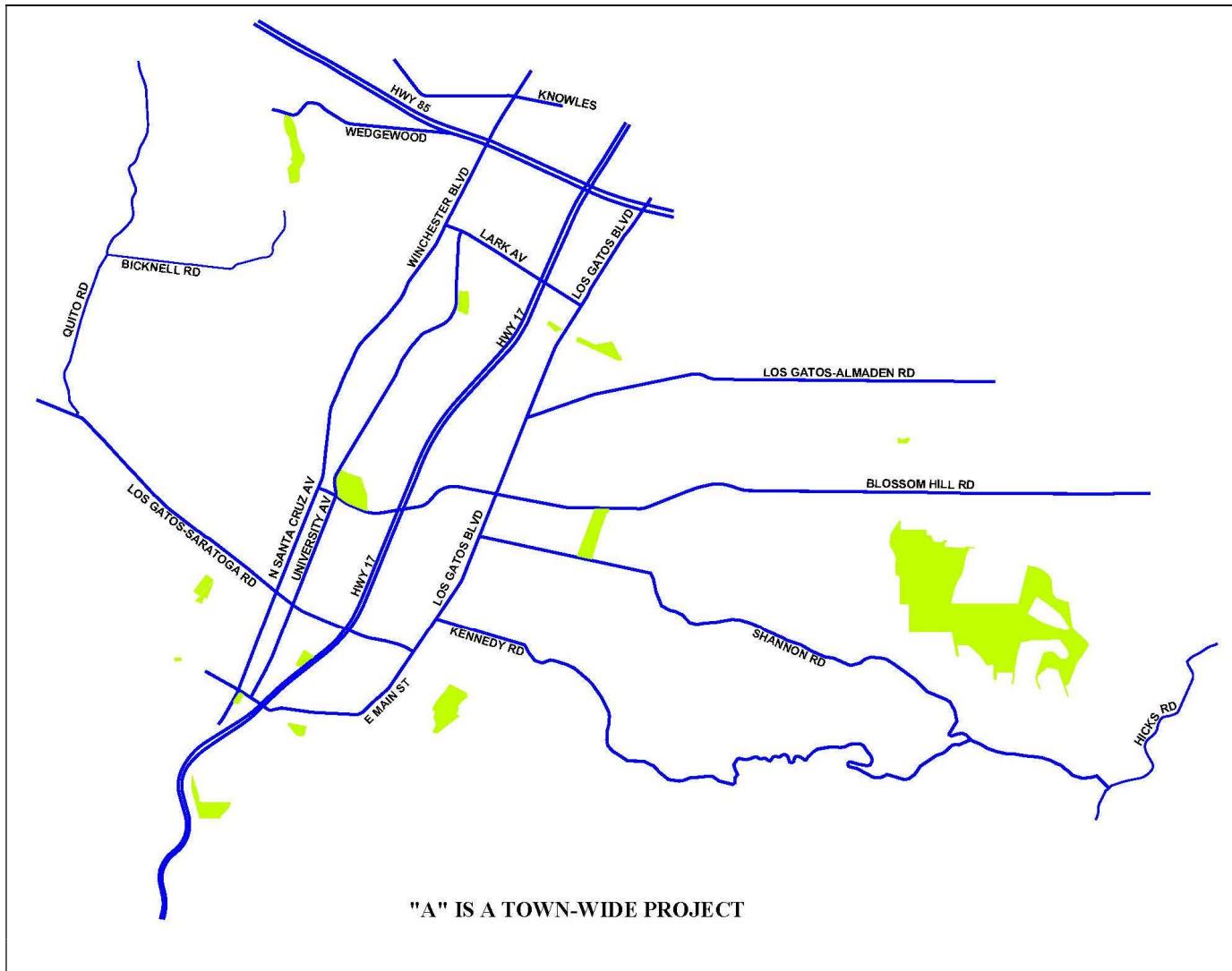
STREET RECONSTRUCTION AND RESURFACING PROJECTS		PAGE
9901	Street Repair & Resurfacing	C – 6
STREET SAFETY & MAINTENANCE PROJECTS		
9902	Annual Street Restriping	C – 12
9904	Unanticipated Repairs – Annual	C – 14
9930	Retaining Wall & Guardrail Repairs	C – 16
0008	Shannon Road Repair	C – 18
0010	Blossom Hill Road – Union to Camden	C – 20
0130	Roadside Fire Fuel Reduction	C – 22
0131	East Main Street Crosswalk Improvements	C – 24
0133	VMT Mitigation Program	C – 26
0134	Measure B Education & Encouragement	C – 28
0135	Town-wide Speed Studies	C – 30
STREET IMPROVEMENT PROJECTS		
9921	Curb, Gutter & Sidewalk Maintenance	C – 38
0218	Shannon Road Pedestrian and Bikeway Improvements	C – 40
0225	Utility Undergrounding Improvements	C – 42
0227	Traffic Signal Modernization	C – 44
0235	Downtown Streetscape Revitalization/Economic Recovery Efforts	C – 46
0237	State Route 17 Corridor Congestion Relief Project	C – 48
0240	Winchester Class IV Bikeway	C – 50
0241	Kennedy Sidewalk & Bike Lanes – LGB to Englewood	C – 52
0242	Parking Program Implementation	C – 54
0244	Overlook Road Trees	C – 56
0414	Stormwater System – Pollution Prevention Compliance	C – 58
0420	Annual Storm Drain Improvement Project	C – 60
0421	Loma Street Drainage	C – 62
0422	Harwood/Belridge Drainage Study	C – 64
0423	709 University Avenue Drainage System Replacement	C – 66
0424	333 University Avenue Inlet Capacity Improvements	C – 68
0425	Storm Drainage Mapping	C – 70
0705	Downtown Parking Lots Seal Coat & Restriping	C – 72
0708	Parking Lot 4 Repair & Waterproofing	C – 74
BRIDGE PROJECTS		
0801	Quito Road – Bridge Replacement	C – 80
0803	Highway 17 Bicycle & Pedestrian Bridge – Design	C – 82
0804	Timber Bridge Inspection	C – 84

ADOPTED

STREETS PROGRAM

Street Reconstruction & Resurfacing





PROJECT LOCATIONS	
A	Street Repair & Resurfacing

PROGRAM SECTION DIRECTORY**PAGE****9901 Street Repair & Resurfacing****C - 6**

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.

Street Reconstruction and Resurfacing is an annual ongoing project, and the scope of work is adapted each year to match the available funding. The dedicated ongoing funding sources for street repair are the Gas Tax, which was increased by SB 1, and Proposition 42. In addition, Countywide Measure B (Nov 2016) 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. Additional sources for annual paving include grant funding, if secured, such as State programs that focus on specific street categories or the rehabilitation of arterial or collector streets.

In addition to the funding sources noted above, Los Gatos has two additional designated sources for roadway maintenance: the Construction Impact Fee (approximately \$120,000 annually) and a Refuse Vehicle Road Impact Fee (approximately \$871,800 annually). These are impact fees that offset the use of Town roads by construction and trash collection.

STREET RECONSTRUCTION & RESURFACING PROJECTS SUMMARY

FY 2024/25 - 2028/29 CAPITAL IMPROVEMENT PROGRAM STREET RECONSTRUCTION PROJECTS							
	Expended Through 2023/24	2024/25 Budget & Carryfwd*	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget	Total Budgeted
<i>Carryforward Projects</i>							
9901 Street Repair & Resurfacing	\$ 30,372,189	\$ 7,939,304	\$ 3,714,839	\$ 3,714,839	\$ 3,714,839	\$ 3,714,839	\$ 53,170,849
<i>New Projects</i>							
Total Street Reconstruction Projects	\$ 30,372,189	\$ 7,939,304	\$ 3,714,839	\$ 3,714,839	\$ 3,714,839	\$ 3,714,839	\$ 53,170,849

* Total FY 2023/24 Carryforward \$4,224,465

Note that this project carries over from year to year and the construction work occurs over two fiscal years each year, making it challenging to clearly define the annual spending. In this 2024-2029 CIP, new project numbers are being proposed for each year to provide a clearer assessment of spending on each project year.



TOWN-WIDE

Project Name	Street Repair & Resurfacing	Project Number	811-9901
Department	Parks & Public Works	Project Manager	Town Engineer

Description This is an ongoing annual project for street rehabilitation throughout the Town to enhance safety for all travel modes and to maintain the Town's roadway infrastructure. This annual project improves the Town's roadways and prevents street pavements from deteriorating to more extensive and costly repair conditions.

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. Jurisdictions in the Bay Area use the same program and methodology.

With the PCI information in the StreetSaver database, the program can produce a list of priority project street segments with types of recommended rehabilitations based on street conditions and budget available. As with many computer-generated reports, the output requires validation and adjustment. Staff conducts this validation 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.

Ongoing preventive maintenance of streets that are in good condition (PCI's above 70) with cost effective treatments such as crack sealing and slurry seal is an important practice to prevent streets from reaching lower PCI levels that require more extensive and proportionally more expensive rehabilitation. Streets in worse condition can often be treated with a rubber cape seal. For arterial streets with a lower PCI, asphalt overlay or rubber cape seal are often considered as the best return on investment over time. Streets in the poor condition category may need to be reconstructed. Reconstruction is the highest cost solution for fixing streets, and the goal is to maintain and rehabilitate

Street Reconstruction & Resurfacing

street segments to avoid reconstruction. The Town has annually focused its resources on arterials and collector streets using asphalt overlays and rubber cape seal. Residential streets are typically treated with rubber cape seal or slurry seal.

The dedicated ongoing funding sources for street repair are the Gas Tax, which was increased by SB 1, and Proposition 42.

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 varies and has been approximately \$800,000 in recent years.

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.

The Town has a Construction Impact Fee (approximately \$120,000 annually) and a Refuse Vehicle Road Impact Fee (approximately \$871,800 annually). Both 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.

The project now also includes the annual street restriping and traffic calming projects to improve efficiency in project delivery.

**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 and staff time spent on routine road maintenance. Engineering staff time for project design and oversight associated with the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Street Reconstruction & Resurfacing

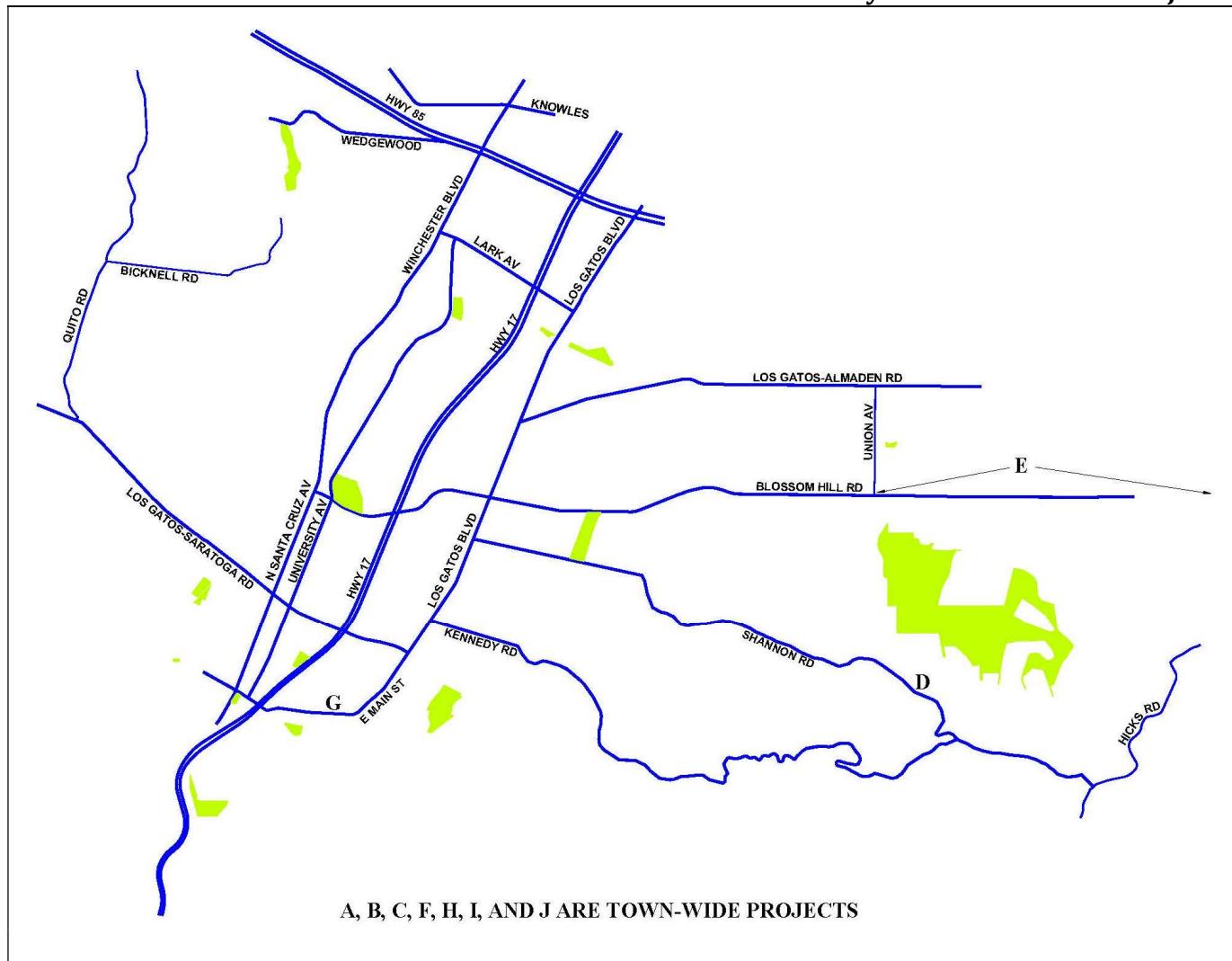
Project Components & Estimated Timeline	Fall 2024	Design	Prepare plans and specifications
	Winter 2024/25	Bid Process	Project bidding & contract award
	Spring 2025	Construction	Begin construction
	Fall 2025	Completion	Project completed

STREET REPAIR & RESURFACING										Project 811-9901
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR										
Vehicle License Fee - 2010 Measure B	\$ 1,616,628	\$ 180,000	\$ 180,000	\$ 180,000	\$ 360,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 2,876,628
VTA Allocation - Measure B	-	683,680	385,753	857,873	1,243,626	857,873	857,873	857,873	857,873	5,358,797
Other GFAR	\$ 12,433,958	1,575,457	1,977,198	998,381	2,975,579	998,381	998,381	998,381	998,381	20,978,518
TOTAL GFAR FUND	14,050,586	2,439,136	2,542,951	2,036,254	4,579,205	2,036,254	2,036,254	2,036,254	2,036,254	29,213,943
GRANTS & AWARDS	230,000	-	-	-	-	-	-	-	-	230,000
GAS TAX										
Road Maintenance and Rehab Account (RMRA)	-	803,626	-	859,033	859,033	859,033	859,033	859,033	859,033	5,098,791
Other Gas Tax & Prop 42	12,187,867	660,974	1,681,514	819,552	2,501,066	819,552	819,552	819,552	819,552	18,628,116
TOTAL GAS TAX FUND	12,187,867	1,464,600	1,681,514	1,678,585	3,360,099	1,678,585	1,678,585	1,678,585	1,678,585	23,726,907
TOTAL SOURCE OF FUNDS	\$ 26,468,453	\$ 3,903,736	\$ 4,224,465	\$ 3,714,839	\$ 7,939,304	\$ 3,714,839	\$ 3,714,839	\$ 3,714,839	\$ 3,714,839	\$ 53,170,849
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	14,050,586	2,439,136	2,542,951	2,036,254	4,579,205	2,036,254	2,036,254	2,036,254	2,036,254	29,213,943
TOTAL GFAR	\$ 14,050,586	\$ 2,439,136	\$ 2,542,951	\$ 2,036,254	\$ 4,579,205	\$ 2,036,254	\$ 2,036,254	\$ 2,036,254	\$ 2,036,254	\$ 29,213,943
GRANTS & AWARDS										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	230,000	-	-	-	-	-	-	-	-	230,000
TOTAL GRANTS & AWARDS	\$ 230,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 230,000
GAS TAX & PROP 42										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	12,187,867	1,464,600	1,681,514	1,678,585	3,360,099	1,678,585	1,678,585	1,678,585	1,678,585	23,726,907
TOTAL GAS TAX & PROP 42	\$ 12,187,867	\$ 1,464,600	\$ 1,681,514	\$ 1,678,585	\$ 3,360,099	\$ 1,678,585	\$ 1,678,585	\$ 1,678,585	\$ 1,678,585	\$ 23,726,907
TOTAL USE OF FUNDS	\$ 26,468,453	\$ 3,903,736	\$ 4,224,465	\$ 3,714,839	\$ 7,939,304	\$ 3,714,839	\$ 3,714,839	\$ 3,714,839	\$ 3,714,839	\$ 53,170,849

*Project 9903 – Pavement Rehab-Crack Seal is included as a part of this presentation.

Senate Bill 1 (2017, Beall and Frazier) Road Repair and Accountability Act project list is in preparation for the fiscal year 24/25 paving. The list will be considered by Town Council in May 2024 and included in the published Adopted Budget document.

Street Safety and Maintenance Projects



PROJECT LOCATIONS

A Annual Street Restriping (811-9902)	F Roadside Fire Fuel Reduction (812-0130)
B Unanticipated Repairs – Annual (811-9904)	G East Main Street Crosswalk Improvements (812-0131)
C Retaining Wall & Guardrail Repairs (815-9930)	H VMT Mitigation Program (812-0133)
D Shannon Road Repair (811-0008)	I Measure B Education & Encouragement (812-0134)
E Blossom Hill Road – Union to Camden (811-0010)	J Town-wide Speed Studies (812-0135)

Street Safety and Maintenance Projects

PROGRAM SECTION DIRECTORY	PAGE
9902 Annual Street Restriping	C – 12
9904 Unanticipated Repairs - Annual	C – 14
9930 Retaining Wall & Guardrail Repairs	C – 16
0008 Shannon Road Repair	C – 18
0010 Blossom Hill Road - Union to Camden	C – 20
0130 Roadside Fire Fuel Reduction	C – 22
0131 East Main Street Crosswalk Improvements	C – 24
0133 VMT Mitigation Program	C – 26
0134 Measure B Education & Encouragement	C – 28
0135 Town-wide Speed Studies	C – 30

Street Safety and Maintenance Projects

The Streets Program's *Street Safety and Maintenance Projects* section contains Capital Improvement Program projects that, 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 maintenance, or safety enhancements must be the project's main purpose. Public safety, equity, quality of life, regulatory mandates and effective management of town assets 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 is the primary funding source of projects in this category. GFAR funds may also be utilized to fund a portion of grant driven projects as a grant's local "match requirement." While annual appropriations are planned for these ongoing projects, funding adjustments may occur from year to year to align with changing priorities and schedules.

FY 2024/25 - 2028/29 CAPITAL IMPROVEMENT PROGRAM STREET REPAIRS, MAINTENANCE & SAFETY PROJECTS							
	Expended Through 2023/24	2024/25 Budget & Carryfwd*	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget	Total Budgeted
<i>Carryforward Projects</i>							
9902 Annual Street Restriping	\$ 180,228	\$ 15,000	\$ 20,000	\$ 30,000	\$ 40,000	\$ 50,000	\$ 335,228
9904 Unanticipated Repairs - Annual	9,572	110,788	100,000	100,000	100,000	100,000	520,360
9930 Retaining Wall Repairs	1,627,477	585,300	50,000	50,000	50,000	50,000	2,412,777
0008 Shannon Road Repair	701,897	4,674,167	-	-	-	-	5,376,064
0130 Roadside Fire Fuel Reduction - Annual	1,186,449	1,485,551	100,000	100,000	100,000	100,000	3,072,000
0131 East Main Street Crosswalk Improvements	61,700	253,300	-	-	-	-	315,000
0133 VMT Mitigation Program	183,335	66,665	-	-	-	-	250,000
0134 Measure B Education & Encouragement	70,688	68,657	-	-	-	-	139,345
0135 Town-wide Speed Studies	-	80,000	-	-	-	-	80,000
<i>New Projects</i>							
0010 Blossom Hill Rd - Union to Camden Improvements	-	800,000	-	-	-	-	800,000
Total Maintenance & Safety Projects	\$ 4,021,346	\$ 8,139,428	\$ 270,000	\$ 280,000	\$ 290,000	\$ 300,000	\$ 13,300,774

* Total FY 2023/24 Carryforward \$6,574,428

Unfunded Projects

- Town-wide Traffic Signal Safety Upgrades
- Town-wide Traffic Signal Replacement



TOWN-WIDE

Project Name	Annual Street Restriping	Project Number	811-9902			
Department	Parks & Public Works	Project Manager	Town Engineer			
Description	This project is an annual program that focuses on striping 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	The Town initiated the annual Town-wide striping program in FY 2006/07 to restripe or install new striping and marking of 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.					
This project can also provide funding for other projects that improve existing striping, such as the annual Street Repair and Maintenance Project and other pedestrian and bikeway improvement projects.						
Since FY 2007/08, the ongoing annual GFAR appropriation has been \$25,000, except in FY 2023/24 when the project was put on hold.						
Operating Budget Impacts	Engineering staff time associated with these projects is tracked, which allows for accountability in the costs of the project and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for any temporary staff would be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.					

Street Safety and Maintenance Projects

Projects Components and Timeline

Project Phase	Original Date	Revised Date
Construction	Ongoing / As Needed	N/A

ANNUAL STREET RESTRIPIING											Project 811-9902	
SOURCE OF FUNDS	Prior Year	2023/24	Estimated	2024/25 Carryfwd to 2024/25	2024/25 New Funding	2024/25	(w/ Carryforward)	2025/26	2026/27	2027/28	2028/29	Total Project
	Actuals	Estimated				Budget		Proposed	Proposed	Proposed	Proposed	
GFAR	\$ 180,228	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ -	\$ 20,000	\$ 30,000	\$ 40,000	\$ 50,000	\$ 335,228
GRANTS & AWARDS												
TOTAL SOURCE OF FUNDS	\$ 180,228	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ -	\$ 20,000	\$ 30,000	\$ 40,000	\$ 50,000	\$ 335,228
USE OF FUNDS	Prior Year	2023/24	Estimated	2024/25 Carryfwd to 2024/25	2024/25 New Funding	2024/25	(w/ Carryforward)	2025/26	2026/27	2027/28	2028/29	Total Project
	Actuals	Estimated				Budget		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>	180,228	-	-	-	15,000	15,000	20,000	30,000	40,000	50,000		335,228
TOTAL GFAR	\$ 180,228	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ -	\$ 20,000	\$ 30,000	\$ 40,000	\$ 50,000	\$ 335,228
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>	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ 180,228	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ -	\$ 20,000	\$ 30,000	\$ 40,000	\$ 50,000	\$ 335,228



TOWN-WIDE

Project Name	Unanticipated Repairs – Annual	Project Number	811-9904
Department	Parks & Public Works	Project Manager	Parks and Public Works Director
Description	This project funds the repair and replacement of assets damaged due to storms, failure due to age of infrastructure, or other unforeseen repairs that are needed to maintain public health and safety.		
Location	Town-wide		
Project Background	This project is intended for emergency repairs that must be completed quickly; or that are the result of unforeseen circumstances such as natural disasters, storms, or other incidents (e.g., traffic collisions, etc.). Use of this CIP project is intended for projects relatively small in scope. Following Town Manager approval of the use of these funds consistent with this intent, a specific project is created to clearly document the specific use. Large projects, such as those requiring detailed design, would be proposed as separate one-time projects, rather than through this source of funding.		
Operating Budget Impacts	Staff time associated with these projects is tracked, which allows for accountability in the costs of the project and identification of future staffing needs. This project may utilize a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for any temporary staff may be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.		

Street Safety and Maintenance Projects

Projects Components and Timeline

Project Phase	Original Date	Revised Date
Construction	N/A	Ongoing/As Needed

UNANTICIPATED REPAIRS - ANNUAL											Project 811-9904
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project	
GFAR GRANTS & AWARDS	\$ -	\$ 9,572	\$ 10,788	\$ 100,000	\$ 110,788	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 520,360	
TOTAL SOURCE OF FUNDS	\$ -	\$ 9,572	\$ 10,788	\$ 100,000	\$ 110,788	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 520,360	
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	-	9,572	10,788	100,000	110,788	100,000	100,000	100,000	100,000	520,360	
TOTAL GFAR	\$ -	\$ 9,572	\$ 10,788	\$ 100,000	\$ 110,788	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 520,360	
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>	-	-	-	-	-	-	-	-	-	-	
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL USE OF FUNDS	\$ -	\$ 9,572	\$ 10,788	\$ 100,000	\$ 110,788	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 520,360	

Street Safety and Maintenance Projects



TOWN-WIDE

Project Name Retaining Wall & Guardrail Repairs
Department Parks & Public Works

Project Number 815-9930
Project Manager Town Engineer

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

Location Retaining wall and guardrail repair projects are identified throughout the Town and are prioritized in order of repair based on safety issues, roadway impacts, damages, 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 could subsequently fail; 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.

Guardrails are often located on narrow stretches of roadway and protect vehicles and pedestrians from steep hillside embankments. As a result of hillside erosion and years of deferred maintenance, the guardrails have worn out and need repair or replacement.

Town staff continues to monitor, prioritize, and schedule retaining wall and guardrail repairs and installations as needed and budget permitting. Due to limited yearly funding for this work, projects are typically bid every two or three years or as staff resources allow.

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 is tracked, which allows for accountability in the costs of the project, recovery of costs from grants (if any), and identification of future staffing needs. This project may utilize a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

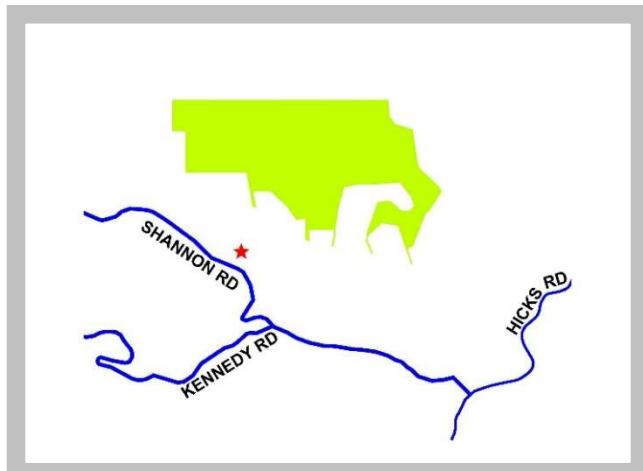
Street Safety and Maintenance Projects

Projects Components and Timeline

Project Phase	Original Date	Revised Date
Construction	N/A	Ongoing/As Needed

RETAINING WALL REPAIRS										Project 815-9930
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR	\$ 1,595,978	\$ 31,499	\$ 535,300	\$ 50,000	\$ 585,300	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 2,412,777
GRANTS & AWARDS	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCE OF FUNDS	\$ 1,595,978	\$ 31,499	\$ 535,300	\$ 50,000	\$ 585,300	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 2,412,777
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	1,595,978	31,499	535,300	50,000	585,300	50,000	50,000	50,000	50,000	2,412,777
TOTAL GFAR	\$ 1,595,978	\$ 31,499	\$ 535,300	\$ 50,000	\$ 585,300	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 2,412,777
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ 1,595,978	\$ 31,499	\$ 535,300	\$ 50,000	\$ 585,300	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 2,412,777

Street Safety and Maintenance Projects



Project Name	Shannon Road Repair	Project Number	811-0008
Department	Parks & Public Works	Project Manager	Town Engineer

Description This project will repair the roadway on Shannon Road annexed from the County in 2018.

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. The section of the road was annexed into the Town of Los Gatos from unincorporated Santa Clara County in 2018. 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 several feet of asphalt along the outer edge of the road in some locations.

Before the street was annexed, 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.

A geotechnical study was conducted in 2020, and the consultant recommended retaining walls and reconstruction of the westbound lane to stabilize the embankment. In 2021, a design consultant was hired for the final design of the retaining walls. Final design was completed in 2023 and property owner coordination is ongoing. Construction is expected in FY 2024/25.

The funding appropriated for this project provides for the design of permanent solutions to the roadway failure. The construction cost for a permanent repair is estimated to be approximately \$4.4M and in 2022 the Town received \$1.565 million as part of a settlement agreement with the County and other parties. Additional funding is proposed from Measure G to fully fund construction. Funding added in FY 2024/25 provides for property acquisition and associated services, and construction management support.

Street Safety and Maintenance Projects

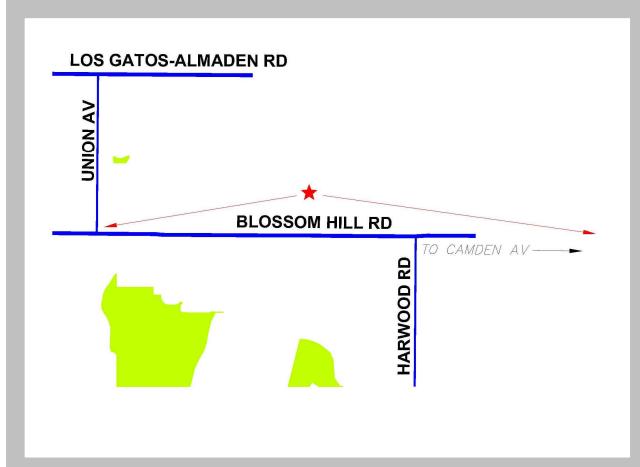
Operating Budget Impacts	Engineering staff time associated with the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.
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Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date
Preliminary Design	Spring 2021	Spring 2021 (Complete)
Design and Bid	Spring / Summer 2023	Fall 2023 (Complete)
Construction	Fall 2023	Fall 2024
Completion	Winter 2024	Winter 2025

SHANNON ROAD REPAIR										Project 811-0008
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR	\$ 433,152	\$ 268,745	\$ 4,174,167	\$ 500,000	\$ 4,674,167	\$ -	\$ -	\$ -	\$ -	\$ 5,376,064
GRANTS & AWARDS	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCE OF FUNDS	\$ 433,152	\$ 268,745	\$ 4,174,167	\$ 500,000	\$ 4,674,167	\$ -	\$ -	\$ -	\$ -	\$ 5,376,064
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	433,152	268,745	4,174,167	500,000	4,674,167	-	-	-	-	5,376,064
TOTAL GFAR	\$ 433,152	\$ 268,745	\$ 4,174,167	\$ 500,000	\$ 4,674,167	\$ -	\$ -	\$ -	\$ -	\$ 5,376,064
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ 433,152	\$ 268,745	\$ 4,174,167	\$ 500,000	\$ 4,674,167	\$ -	\$ -	\$ -	\$ -	\$ 5,376,064

Street Safety and Maintenance Projects

**Project Name** Blossom Hill Road – Union to Camden**Project Number** 811-0010**Department** Parks & Public Works**Project Manager** Town Engineer**Description** This project will update the Town's Local Road Safety Plan and evaluate safety enhancements on Blossom Hill Road.**Location** This project is located on Blossom Hill Road between Union Avenue and Camden and will be completed in coordination with the City of San José.**Project Background** The subject portion of Blossom Hill Road had two fatal vehicle crashes in 2023. The current design of the road supports high speeds. The Town coordinated with the City of San José to consider improvements to the area. While some modest improvements were made (e.g., extending red curb zones), additional improvements are needed.

This project will include updating the Town's Local Road Safety Plan to meet federal standards and evaluating and testing improvements to reduce traffic speeds in this area. Work will be coordinated with the City of San José with cost sharing between jurisdictions. The Town was awarded \$640,000 through the United States Department of Transportation's Safe Streets for All Program (SS4A) program to support this work. The local match is \$160,000 to be split between the Town of Los Gatos and City of San José. The grant agreement and cost share agreement will be finalized in Summer 2024.

Operating Budget Impacts Staff time associated with the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Street Safety and Maintenance Projects

Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date
Contract Execution	Summer 2024	
Study Phase	Fall 2024 – Summer 2025	
Implementation	Fall 2025	

BLOSSOM HILL RD - UNION TO CAMDEN IMPROVEMENTS										Project 811-0010
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GFAR	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	
GRANTS & AWARDS	-	-	-	\$ 640,000	\$ 640,000	-	-	-	-	\$ 640,000
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ -	\$ 800,000	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ 800,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GFAR	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	-	-	-	160,000	160,000	-	-	-	-	160,000
TOTAL GFAR	\$ -	\$ -	\$ -	\$ 160,000	\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ 160,000
GRANTS & AWARDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	Salaries and Benefits	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	-	-	-	640,000	640,000	-	-	-	-	640,000
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ 640,000	\$ 640,000	\$ -	\$ -	\$ -	\$ -	\$ 640,000
TOTAL USE OF FUNDS	\$ -	\$ -	\$ -	\$ 800,000	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ 800,000

Street Safety and Maintenance Projects



TOWN-WIDE

Project Name	Roadside Fire Fuel Reduction	Project Number	812-0130
Department	Parks & Public Works	Project Manager	Parks and Public Works Director
Description	This project results in brush/vegetation management work along hillside roadways. Starting with the 2023/24 fiscal year, this project became an annual ongoing effort.		
Location	This project takes place on hillside roadways in Town that were identified in the Town's Roadside Vegetation Management Plan.		
Project Background	This project provides brush/vegetation management work along roadways to reduce fire risks in the Wildland Urban Interface (WUI) areas including Town routes critical to ingress and egress of both resident evacuations and emergency first responders.		
<p>The first year of this project in FY 2020/21 completed roadside fire fuel reduction on seven miles of the high priority roadway in WUI areas. In FY 2021/22, Council authorized additional funds and seven additional miles of roadway in the WUI areas were completed.</p> <p>In 2021 the Town applied for funding through the Federal Emergency Management Agency's Hazard Mitigation Grant Program and was awarded \$1,467,388 for roadside work. The remaining Town required match for these funds is \$489,130 and these funds will be requested in FY 2025/26 after other federal grants are spent.</p> <p>In FY 2022/23, staff applied for a \$750,000 Federal Earmark grant (administered by the US Forest Service for the project which was approved in the adoption of the Federal Budget). Matching funds for the federal grant were authorized by Town Council in 2022/23 using General Fund Council Priorities – Economic Recovery Reserve funding.</p> <p>Another vegetation management project for Town open spaces can be found in this document in the Parks section.</p>			
Operating Budget Impacts	Staff time associated with these projects is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.		

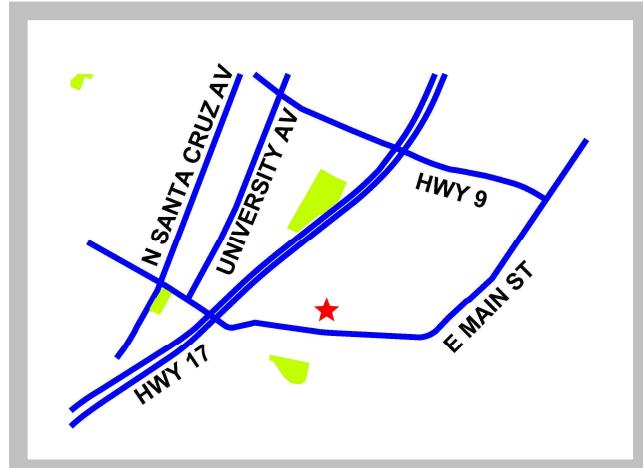
Street Safety and Maintenance Projects

Project Components & Estimated Timeline	Annually – Winter / Spring	Design	Develop workplan
	Annually - Spring	Bid process	Project bidding & contract award
	Annually - Summer	Construction	Project construction
	Annually - Fall	Completion	Project completion

ROADSIDE FIRE FUEL REDUCTION - ANNUAL										Project 812-0130
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR GRANTS & AWARDS	\$ 999,809	\$ 186,640	\$ 635,551	\$ 100,000	\$ 735,551	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 2,322,000
			750,000		750,000					750,000
TOTAL SOURCE OF FUNDS	\$ 999,809	\$ 186,640	\$ 1,385,551	\$ 100,000	\$ 1,485,551	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 3,072,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	999,809	186,640	635,551	100,000	735,551	100,000	100,000	100,000	100,000	2,322,000
TOTAL GFAR	\$ 999,809	\$ 186,640	\$ 635,551	\$ 100,000	\$ 735,551	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 2,322,000
GRANTS & AWARDS										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	-	-	750,000	-	750,000	-	-	-	-	750,000
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ 750,000	\$ -	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ 750,000
TOTAL USE OF FUNDS	\$ 999,809	\$ 186,640	\$ 1,385,551	\$ 100,000	\$ 1,485,551	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 3,072,000

*\$1,467,388 is not included in this presentation it will be recognized in future years.

Street Safety and Maintenance Projects



Project Name East Main Street
Crosswalk Improvements

Project Number 812-0131

Department Parks & Public Works

Project Manager Town Engineer

Description The project will investigate constructing speed tables, raised crosswalks, and/or bulb outs and other measures on East Main Street in front of Los Gatos High School to enhance pedestrian safety.

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

Project Background Pedestrian crossing safety enhancement measures such as speed tables, raised crosswalks, and/or bulb outs will be considered for East Main Street in front of Los Gatos High School. Once designed, construction of the improvements will be incorporated into the annual street repair and resurfacing project.

Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Street Safety and Maintenance Projects

Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date (FY24/25)
Preliminary Design	Fall 2023	Fall 2024
Bid Process	Spring 2024	Winter 24/25
Construction	Summer 2024	Summer 2025
Completion	Fall 2024	Fall 2025

EAST MAIN STREET CROSSWALK IMPROVEMENTS										Project 812-0131
Source of Funds	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR	\$ 43,700	\$ 18,000	\$ 253,300	\$ -	\$ 253,300	\$ -	\$ -	\$ -	\$ -	\$ 315,000
GRANTS & AWARDS	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCE OF FUNDS	\$ 43,700	\$ 18,000	\$ 253,300	\$ -	\$ 253,300	\$ -	\$ -	\$ -	\$ -	\$ 315,000
Use of Funds	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	43,700	18,000	253,300	-	253,300	-	-	-	-	315,000
TOTAL GFAR	\$ 43,700	\$ 18,000	\$ 253,300	\$ -	\$ 253,300	\$ -	\$ -	\$ -	\$ -	\$ 315,000
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ 43,700	\$ 18,000	\$ 253,300	\$ -	\$ 253,300	\$ -	\$ -	\$ -	\$ -	\$ 315,000



TOWN-WIDE

Project Name	VMT Mitigation Program	Project Number	812-0133
Department	Parks & Public Works	Project Manager	Parks and Public Works Director
Description	This project funds a required nexus study to support an update to the Town's transportation impact fee program.		
Location	This project is located Town-wide.		
Project Background	The current Traffic Impact Mitigation Fee was created in 2014. A nexus study is required to update the Town's mitigation fee program.		
<p>The Town's impact fee program must comply with the Mitigation Fee Act. The study evaluates different approaches to calculating the fee, develops a list of capital improvement projects, estimates project costs, and prepares the five statutory findings required for adoption of the fee program. The new fee program is designed to help achieve the goals of reducing vehicle trips and vehicle miles of travel within the Town by avoiding or minimizing the need to expand existing roadway capacity. The study was completed in fall 2023, leading to a recommended fee program for the Town Council's consideration in January 2024, with additional analysis being completed in spring 2024. If adopted, the Transportation Impact Fee Program would replace the Town's current Traffic Impact Mitigation Fees.</p>			
Operating Budget Impacts	Staff time for project management is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. Full-time staff is accounted for in the FY 2024/25 Operating Budget.		

Street Safety and Maintenance Projects

Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date (FY24/25)
RFP and Selection Process	Winter 2021	Winter 2021
Study	Spring 2022	Spring 2022 – Winter 2024
Completion	Spring 2023	Summer 2024

VMT MITIGATION PROGRAM										Project 812-0133
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR	\$ 134,767	\$ 48,568	\$ 66,665	\$ -	\$ 66,665	\$ -	\$ -	\$ -	\$ -	\$ 250,000
GRANTS & AWARDS	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCE OF FUNDS	\$ 134,767	\$ 48,568	\$ 66,665	\$ -	\$ 66,665	\$ -	\$ -	\$ -	\$ -	\$ 250,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	134,767	48,568	66,665	-	66,665	-	-	-	-	250,000
TOTAL GFAR	\$ 134,767	\$ 48,568	\$ 66,665	\$ -	\$ 66,665	\$ -	\$ -	\$ -	\$ -	\$ 250,000
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ 134,767	\$ 48,568	\$ 66,665	\$ -	\$ 66,665	\$ -	\$ -	\$ -	\$ -	\$ 250,000

Street Safety and Maintenance Projects



TOWN-WIDE

Project Name	Measure B Education & Encouragement	Project Number	812-0134
Department	Parks & Public Works	Project Manager	Parks and Public Works Director
Description	This project provides education and encouragement programs to promote bicycle and pedestrian safety.		
Location	This project is located Town-wide.		
Project Background	For more than a decade, the Los Gatos-Monte Sereno Safe Routes to School (SR2S) has successfully partnered with the Town of Los Gatos to support students in the Los Gatos community by advancing bicycle and pedestrian safety initiatives.		
<p>With the passing of the 2016 Santa Clara County Measure B Sale Tax Measure, all jurisdictions in Santa Clara County have been receiving Measure B revenue in the Bicycle & Pedestrian Education and Encouragement Program based on a formula. The Town entered a funding agreement with VTA in 2019 to receive the Measure B funds and implement the Education and Encouragement Program.</p> <p>The Education and Encouragement Program is now largely funded by the Measure B funds and is executed by SR2S staff under the leadership of the Town and the Los Gatos Union School District (LGUSD). The Town, in coordination with SR2S, submits an annual program of projects to VTA for approval and follows the program requirements. The program of projects outlines activities structured around education, encouragement, and communication. In addition to the well-established activities at the schools at LGUSD and LGHS, staff has expanded education and encouragement activities to the community in general and continued to explore new programs to be implemented at the school sites. The major activities include Back-to-School Events, student travel counts and survey, bike rodeo, Walk & Bike to School Week, Farmers Market pop-up, Bike to Breakfast, Kinder Pedestrian Training, helmet education and distribution, safety events at Spring into Green, and school community outreach meetings. This project serves as a pass through for the Measure B funds.</p>			
Operating Budget Impacts	Staff time associated with this project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.		

Street Safety and Maintenance Projects

Project Components & Estimated Timeline	Annual Program			Program Development and Activities					

MEASURE B EDUCATION & ENCOURAGEMENT									Project 812-0134			
SOURCE OF FUNDS	Prior Year Actuals		2023/24 Estimated		Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GFAR	\$ 11,700	\$ 1,000	\$ -								
GRANTS & AWARDS		\$ 6,971	\$ 51,017	\$ 68,657			\$ 68,657					\$ 126,645
TOTAL SOURCE OF FUNDS		\$ 18,671	\$ 52,017	\$ 68,657			\$ 68,657					\$ 139,345
USE OF FUNDS	Prior Year Actuals		2023/24 Estimated		Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	11,700	1,000	-	-								12,700
TOTAL GFAR	\$ 11,700	\$ 1,000	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,700
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>	6,971	51,017	68,657	-			68,657	-	-	-	-	126,645
TOTAL GRANTS & AWARDS	\$ 6,971	\$ 51,017	\$ 68,657				\$ 68,657	\$ -	\$ -	\$ -	\$ -	\$ 126,645
TOTAL USE OF FUNDS	\$ 18,671	\$ 52,017	\$ 68,657				\$ 68,657	\$ -	\$ -	\$ -	\$ -	\$ 139,345

**TOWN-WIDE**

Project Name	Town-Wide Speed Studies	Project Number	812-0135
Department	Parks & Public Works	Project Manager	Town Engineer
Description	Conduct surveys on select roadways throughout Town to determine current speeds of travel.		
Location	This project is located Town-wide.		
Project Background	This project involves data collection on the speeds with which vehicles travel on certain major Town roads. The data are used to inform the setting of speed limits.		
Operating Budget Impacts	The project was created in Fiscal Year 2023/24. The Town is not required by law to update its speed studies until 2027. In Fiscal Year 2024/25, the project schedule is adjusted to reflect this.		
Operating Budget Impacts	Staff time associated with this project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.		

Street Safety and Maintenance Projects

Projects Components and Timeline

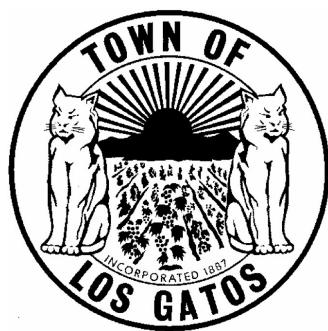
Project Phase	Original Date	Revised Date
Study	Fall 2023	Fall 2026
Project design & development	NA	

TOWN-WIDE SPEED STUDIES										Project 812-0135
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2023/24	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
TRAFFIC MITIGATION	\$ -	\$ -	\$ 80,000	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 80,000	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2023/24	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	-	-	80,000	-	80,000	-	-	-	-	80,000
TOTAL TRAFFIC MITIGATION	\$ -	\$ -	\$ 80,000	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 80,000	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000

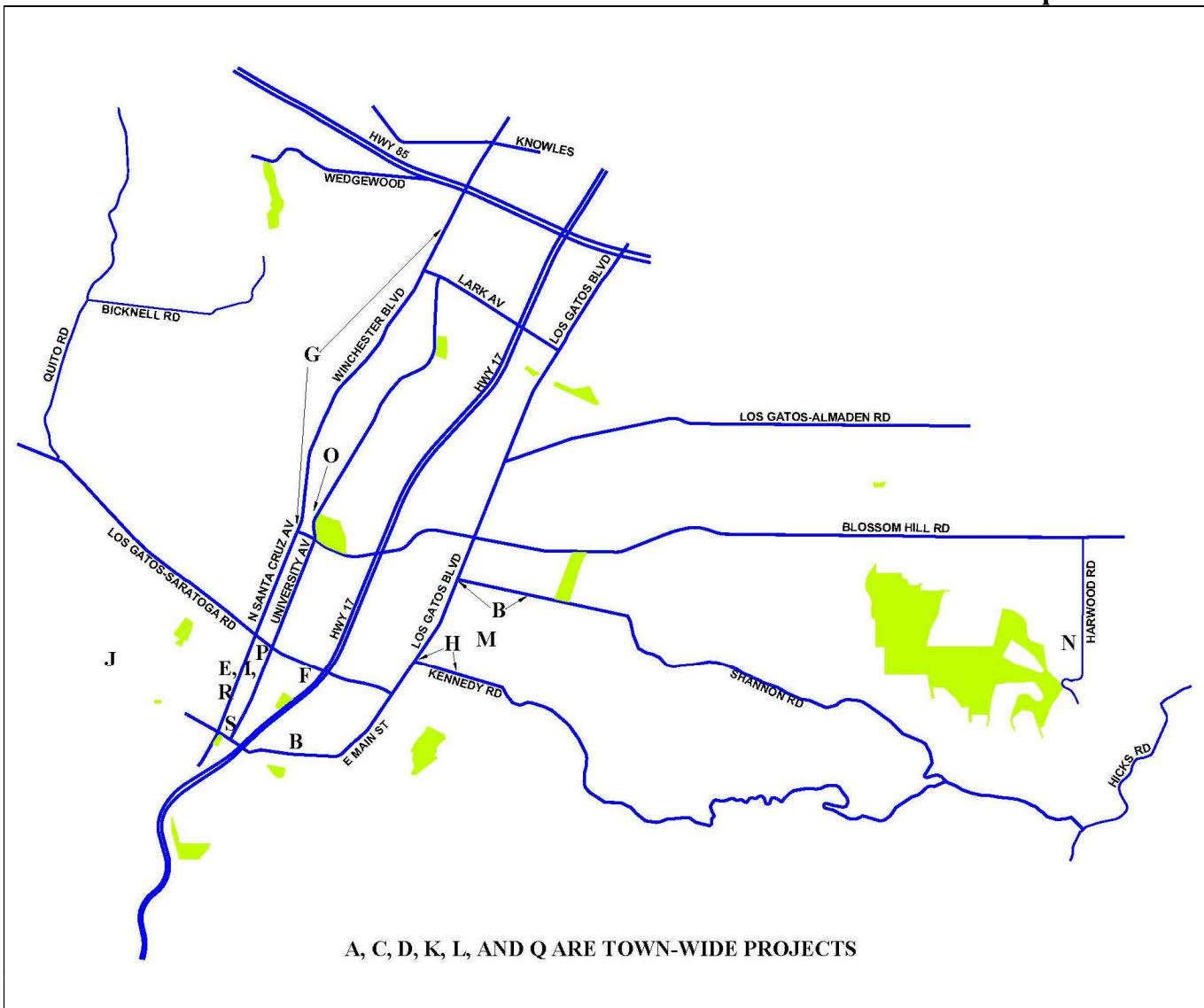
ADOPTED

STREETS PROGRAM

Street Safety and Maintenance Projects



Street Improvements



PROJECT LOCATIONS	
A Curb, Gutter & Sidewalk Maintenance (813-9921)	K Stormwater System – Pollution Prevention Compliance (816-0414)
B Shannon Road Pedestrian and Bikeway Improvements (813-0218)	L Annual Storm Drain Improvement Project (816-0420)
C Utility Undergrounding Improvements (813-0225)	M Loma Street Drainage (816-0421)
D Traffic Signal Modernization (813-0227)	N Harwood/Belridge Drainage Study (816-0422)
E Downtown Streetscape Revitalization/Economic Recovery Efforts (813-0235)	O 709 University Avenue Drainage System Replacement (816-0423)
F State Route 17 Corridor Congestion Relief Project (813-0237)	P 333 University Avenue Inlet Capacity Improvements (816-0424)
G Winchester Class IV Bikeway (813-0240)	Q Storm Drainage Mapping (816-0425)
H Kennedy Sidewalk – LGB to Englewood (813-0241)	R Downtown Parking Lots Seal Coat & Restriping (817-0705)
I Parking Program Implementation (813-0242)	S Parking Lot 4 Repair/Waterproofing (817-0708)
J Overlook Road Trees (813-0244)	

PROGRAM SECTION DIRECTORY		PAGE
9921	Curb, Gutter & Sidewalk Maintenance	C – 38
0218	Shannon Road Pedestrian and Bikeway Improvements	C – 40
0225	Utility Undergrounding Improvements	C – 42
0227	Traffic Signal Modernization	C – 44
0235	Downtown Streetscape Revitalization/Economic Recovery Efforts	C – 46
0237	State Route 17 Corridor Congestion Relief Project	C – 48
0240	Winchester Class IV Bikeway	C – 50
0241	Kennedy Sidewalk & Bike Lanes – LGB to Englewood	C – 52
0242	Parking Program Implementation	C – 54
0244	Overlook Road Trees	C – 56
0414	Stormwater System – Pollution Prevention Compliance	C – 58
0420	Annual Storm Drain Improvement Project	C – 60
0421	Loma Street Drainage	C – 62
0422	Harwood/Belridge Drainage Study	C – 64
0423	709 University Avenue Drainage System Replacement	C – 66
0424	333 University Avenue Inlet Capacity Improvements	C – 68
0425	Storm Drainage Mapping	C – 70
0705	Downtown Parking Lots Seal Coat & Restriping	C – 72
0708	Parking Lot 4 Repair & Waterproofing	C – 74

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, and street lighting.

In this CIP, the Street Improvements section contains one-time and ongoing projects. Projects are prioritized based on safety needs, traffic levels, available funding sources, project costs, equity considerations, and community impacts.

Traffic Mitigation Funds, Storm Drain Funds, Tree Fund 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, and community benefit funds are utilized when available.

FY 2024/25 - 2028/29 CAPITAL IMPROVEMENT PROGRAM STREET IMPROVEMENT PROJECTS							
	Expended Through 2023/24	2024/25 Budget & Carryfwd*	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget	Total Budgeted
<i>Carryforward Projects</i>							
9921 Curb, Gutter & Sidewalk Maintenance	\$ 5,197,835	\$ 621,147	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 7,018,982
0218 Shannon Road Ped & Bikeway Improvements	369,421	1,937,809	-	-	-	-	2,307,230
0225 Utility Undergrounding Improvements	2,852	299,573	-	-	-	-	302,425
0227 Traffic Signal Modernization	2,542,401	94,858	-	-	-	-	2,637,259
0235 Downtown Streetscape Revitalization/Economic Recovery Efforts	2,289,007	152,633	-	-	-	-	2,441,640
0237 State Route 17 Corridor Congestion Relief Project	600,000	867,000	600,000	600,000	600,000	600,000	3,867,000
0240 Winchester Class IV Bikeway	942,062	-	-	-	-	-	942,062
0241 Kennedy Sidewalk & Bike Lanes - LGB to Englewood	-	2,365,376	-	-	-	-	2,365,376
0242 Parking Program Implementation	278,629	538,826	-	-	-	-	817,455
0414 Stormwater System - Pollution Prevention Compliance	61,469	36,531	-	-	-	-	98,000
0420 Annual Storm Drain Improvements	291,181	252,219	-	-	-	-	543,400
0421 Loma Street Drainage	-	350,000	496,300	-	-	-	846,300
0422 Harwood/Belridge Drainage Study	-	100,000	-	-	-	-	100,000
0423 709 University Avenue Drainage System Replacement	-	200,000	-	-	-	-	200,000
0424 333 University Inlet Capacity Improvements	-	50,000	-	-	-	-	50,000
0705 Downtown Parking Lots Seal Coat & Restriping	84,839	65,161	-	10,000	-	10,000	170,000
0708 Parking Lot 4 Repair/Waterproofing	199,800	50,200	-	-	-	-	250,000
<i>New Projects</i>							
0244 Overlook Road Tree Replacement	-	40,000	-	-	-	-	40,000
0425 Storm Drainage Mapping	-	450,001	-	-	-	-	450,001
Total Street Improvement Projects	\$ 12,859,495	\$ 8,471,334	\$ 1,396,300	\$ 910,000	\$ 900,000	\$ 910,000	\$ 24,997,129

* Total FY 2023/24 Carryforward \$7,571,333

Unfunded / Underfunded Projects for future consideration

- Sidewalk Infill across from Fisher Middle School
- Blossom Hill Road Intersection Safety Improvements at Cherry Blossom
- Highway 17 Bicycle and Pedestrian Overcrossing Construction Phase
- Kennedy Road Sidewalks Construction Phase
- North Santa Cruz Streetscape, Paving and Drainage – Blossom Hill Road to Broadway - Design and Construction
- Union Avenue Widening and Sidewalks
- Los Gatos-Almaden Road Complete Streets Improvements
- North Santa Cruz Avenue Curb and Gutter Improvements North of Highway 9
- State Route 17 Corridor Congestion Relief Project Final Design and Construction Phase
- Traffic Signal Head Modernization / Upgrades
- Traffic Signal Safety Improvements
- Bicycle and Pedestrian Improvements (Various Locations)
- Storm Drainage Improvements at Various Location
- Blossom Hill Road sidewalk Gap Closure – Union to Meadowbrook

ADOPTED

STREETS PROGRAM

Street Improvements





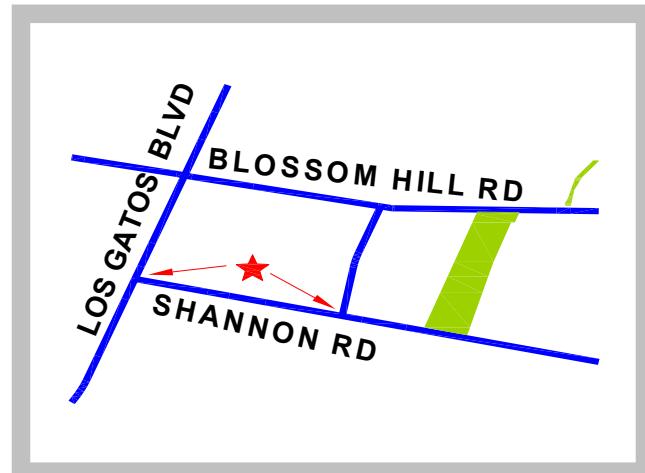
TOWN-WIDE

Project Name	Curb, Gutter, & Sidewalk Maintenance	Project Number	813-9921			
Department	Parks & Public Works	Project Manager	Town Engineer			
Description	This is an ongoing annual project for the repair and replacement of hazardous and non-compliant curbs, gutters, and sidewalks throughout Town to enhance pedestrian and bicyclist accessibility and to improve storm 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 safety, accessibility requirements, and street resurfacing locations.					
<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) compliant accessible curb ramps on Town streets as required by federal law in conjunction with 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	Engineering staff time associated with these projects is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.					

Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date
Preliminary Design	Fall 2024	NA – Annual Project
Design and Bid	Winter 24/25	
Construction	Summer 2025	

CURB, GUTTER & SIDEWALK MAINTENANCE										Project 813-9921
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR	\$ 5,045,416	\$ 89,535	\$ 321,147	\$ 300,000	\$ 621,147	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 6,956,098
GRANTS & AWARDS	62,884	-	-	-	-	-	-	-	-	62,884
TOTAL SOURCE OF FUNDS	\$ 5,108,300	\$ 89,535	\$ 321,147	\$ 300,000	\$ 621,147	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 7,018,982
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	5,045,416	89,535	321,147	300,000	621,147	300,000	300,000	300,000	300,000	6,956,098
TOTAL GFAR	\$ 5,045,416	\$ 89,535	\$ 321,147	\$ 300,000	\$ 621,147	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 6,956,098
GRANTS & AWARDS										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	62,884	-	-	-	-	-	-	-	-	62,884
TOTAL GRANTS & AWARDS	\$ 62,884	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 62,884
TOTAL USE OF FUNDS	\$ 5,108,300	\$ 89,535	\$ 321,147	\$ 300,000	\$ 621,147	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 7,018,982



Project Name Shannon Road Pedestrian and Bikeway Improvements

Project Number 813-0218

Department Parks & Public Works

Project Manager Town Engineer

Description This project improves pedestrian and bikeway travel along Shannon Road between Los Gatos Blvd. and Cherry Blossom Lane. Currently, there are approximately 1,000 feet of existing sidewalk and 2,000 feet of sidewalk gap.

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

Project Background Shannon Road is a two-lane neighborhood collector roadway, heavily traveled 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. This is a popular route for students to bike and walk to schools. Shannon Road currently has intermittent sections of sidewalk between Los Gatos Boulevard and Cherry Blossom Lane.

In June 2018, the Town applied for and was later 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. In March 2022, Council accepted an additional \$174,250 in Transportation Fund for Clean Air (TFCA) grant funds from the Bay Area Air Quality Management District and Santa Clara Valley Transportation Authority.

The Class 1 multi-use path initially considered was deemed not feasible and not practical along the project area. After an extensive community engagement process and as approved by Council, sidewalks with buffered Class II bike lanes on both sides of Shannon Road are being designed to improve pedestrian and bicycle safety.

Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date
Preliminary Design	Fall 2021	Fall 2022
Design and Bid	Summer 2023	Winter 2024
Construction	Fall 2024	Summer 2024

SHANNON ROAD PED & BIKEWAY IMPROVEMENTS							Project 813-0218			
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR	\$ 192,206	\$ 106,014	\$ 442,076	\$ -	\$ 442,076	\$ -	\$ -	\$ -	\$ -	\$ 740,296
GRANTS & AWARDS	-	-	1,114,350	-	1,114,350	-	-	-	-	1,114,350
TRAFFIC MITIGATION	-	-	133,380	-	133,380	-	-	-	-	133,380
STORM BASIN #1	-	-	200,000	-	200,000	-	-	-	-	200,000
UTILITY UNDERGROUND	71,201	-	48,003	-	48,003	-	-	-	-	119,204
TOTAL SOURCE OF FUNDS	\$ 263,407	\$ 106,014	\$ 1,937,809	\$ -	\$ 1,937,809	\$ -	\$ -	\$ -	\$ -	\$ 2,307,230
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	192,206	106,014	442,076	-	442,076	-	-	-	-	740,296
TOTAL GFAR	\$ 192,206	\$ 106,014	\$ 442,076	\$ -	\$ 442,076	\$ -	\$ -	\$ -	\$ -	\$ 740,296
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>	-	-	1,114,350	-	1,114,350	-	-	-	-	1,114,350
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ 1,114,350	\$ -	\$ 1,114,350	\$ -	\$ -	\$ -	\$ -	\$ 1,114,350
TRAFFIC MITIGATION										
<i>Project Construction Expenses</i>	-	-	133,380	-	133,380	-	-	-	-	133,380
TOTAL TRAFFIC MITIGATION	\$ -	\$ -	\$ 133,380	\$ -	\$ 133,380	\$ -	\$ -	\$ -	\$ -	\$ 133,380
STORM BASIN #1										
<i>Project Construction Expenses</i>	-	-	200,000	-	200,000	-	-	-	-	200,000
TOTAL STORM BASIN #1	\$ -	\$ -	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
UTILITY UNDERGROUND										
<i>Project Construction Expenses</i>	71,201	-	48,003	-	48,003	-	-	-	-	119,204
TOTAL UTILITY UNDERGROUND	\$ 71,201	\$ -	\$ 48,003	\$ -	\$ 48,003	\$ -	\$ -	\$ -	\$ -	\$ 119,204
TOTAL USE OF FUNDS	\$ 263,407	\$ 106,014	\$ 1,937,809	\$ -	\$ 1,937,809	\$ -	\$ -	\$ -	\$ -	\$ 2,307,230



TOWN-WIDE

Project Name	Utility Undergrounding Improvements	Project Number	813-0225
Department	Parks & Public Works	Project Manager	Town Engineer
Description	This project relocates utilities from above ground poles to underground facilities.		
Location	Town-wide		
Project Background	<p>This project was initiated through Rule 20A and was initially funded and delivered by Pacific Gas & Electric (PG&E) in coordination with cities and counties. Rule 20A funds were collected from PG&E ratepayers.</p> <p>The Town's allocation of Rule 20A credits grew to approximately \$4.6M and PG&E completed the design and construction for a Rule 20A utility undergrounding project on Los Gatos Boulevard between Lark Avenue and Chirco Drive with those funds.</p> <p>Current funding in this project is added when the Town collects developer fees for utility undergrounding. These funds are held by the Town for future undergrounding projects. At this time, the bulk of funding in this project is from developer fees. Future projects will be identified once funding accumulates to a level that allows for completion of an undergrounding project.</p>		
Operating Budget Impacts	Staff time for overseeing the utility undergrounding project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.		

Street Improvements

Project Components & Estimated Timeline	TBD as future, specific projects are Identified	Design	Project design & development
		Construction	Project construction begins
		Completion	Project completion

UTILITY UNDERGROUND IMPROVEMENTS								Project 813-0225		
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
UTILITY UNDERGROUND	2,852	-	299,573		299,573	-	-	-	-	302,425
TOTAL SOURCE OF FUNDS	\$ 2,852	\$ -	\$ 299,573	\$ -	\$ 299,573	\$ -	\$ -	\$ -	\$ -	\$ 302,425
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
UTILITY UNDERGROUND										
<i>Salaries and Benefits</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services/Supplies/Equipment</i>	-	-	-	-	-	-	-	-	-	-
<i>Site Acquisition & Preparation</i>	-	-	-	-	-	-	-	-	-	-
<i>Consultant Services</i>	-	-	-	-	-	-	-	-	-	-
<i>Project Construction Expenses</i>	2,852	-	299,573	-	299,573	-	-	-	-	302,425
TOTAL UTILITY UNDERGROUND	\$ 2,852	\$ -	\$ 299,573	\$ -	\$ 299,573	\$ -	\$ -	\$ -	\$ -	\$ 302,425
TOTAL USE OF FUNDS	\$ 2,852	\$ -	\$ 299,573	\$ -	\$ 299,573	\$ -	\$ -	\$ -	\$ -	\$ 302,425



TOWN-WIDE

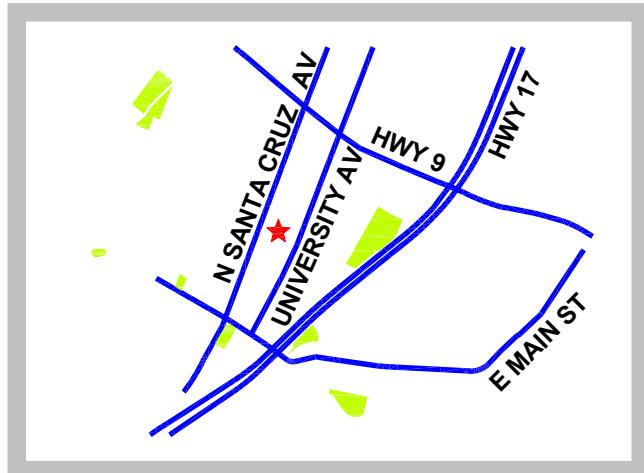
Project Name	Traffic Signal Modernization	Project Number	813-0227
Department	Parks & Public Works	Project Manager	Town Engineer

Description	Known as the Smart Signals Project, this work modernizes and upgrades the Town's traffic signals/communications equipment to provide real-time data for the advanced traffic management and adaptive traffic control systems.
Location	This project is located Town-wide at 31 signalized intersections and the communications network connecting the traffic signals to the new Traffic Management Center (TMC) in the Engineering Building.
Project Background	This project is modernizing and enhancing the Town's traffic signal controllers throughout the Town and providing adaptive timing capability along the Los Gatos Boulevard corridor to allow for greater control and adaptation depending on real-time traffic conditions. It also ensures that all 31 signaled intersections meet current standards and are upgraded to the advanced traffic management system for robust monitoring and control of signals from the Town's new TMC. The project includes approximately one year of support services from the TMC vendor to assist with implementation and training. 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	There is still a need to replace and upgrade the aging traffic signal cabinets (housing of the controllers) and other related traffic signal infrastructure as part of a future project. Infrastructure and equipment related to the Traffic Signal Moderation project will be upgraded or replaced as funding permits.

Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date
Design	Summer 2020	Complete
Bid Process	Spring 2021	Complete
Construction	Summer 2022	Summer 2024
Implementation	Fall 2022-Summer 2023	Summer 2024

TRAFFIC SIGNAL MODERNIZATION										Project 813-0227
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR	\$ 14,308	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,308
GRANTS & AWARDS	1,074,046	445,616	-	-	-	-	-	-	-	1,519,662
TRAFFIC MITIGATION	913,572	94,858	94,858	-	94,858	-	-	-	-	1,103,288
TOTAL SOURCE OF FUNDS	\$ 2,001,927	\$ 540,474	\$ 94,858	\$ -	\$ 94,858	\$ -	\$ -	\$ -	\$ -	\$ 2,637,259
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	14,308	-	-	-	-	-	-	-	-	14,308
TOTAL GFAR	\$ 14,308	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,308
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>	1,074,046	445,616	-	-	-	-	-	-	-	1,519,662
TOTAL GRANTS & AWARDS	\$ 1,074,046	\$ 445,616	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,519,662
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>	913,572	94,858	94,858	-	94,858	-	-	-	-	1,103,288
TOTAL TRAFFIC MITIGATION	\$ 913,572	\$ 94,858	\$ 94,858	\$ -	\$ 94,858	\$ -	\$ -	\$ -	\$ -	\$ 1,103,288
TOTAL USE OF FUNDS	\$ 2,001,927	\$ 540,474	\$ 94,858	\$ -	\$ 94,858	\$ -	\$ -	\$ -	\$ -	\$ 2,637,259



Project Name Downtown Streetscape Revitalization/Economic Recovery Efforts

Project Number 813-0235

Department Parks & Public Works

Project Manager Economic Vitality Manager

Description These funds are being used to support economic recovery from the COVID-19 pandemic by installing semi-permanent parklets.

Location This project is located downtown.

Project Background The Downtown Streetscape infrastructure has aged and needs updating to continue to attract visitors and facilitate maintenance. Initial funding was set aside for a future project to reinvent the downtown streetscape. Past efforts that inform the longer-term effort include a one-way street pilot on North Santa Cruz Avenue and a Comprehensive Downtown Parking Study.

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. In October 2020, the Council voted to create a grant program to assist with ADA compliance in the temporary K-rail parklets. January 2021, the Town Council establishing a grant program to incentivize the construction of semi-permanent parklets. In April 2021, the Council voted to apply the Town's American Rescue Plan Act (ARPA) funds towards enhanced semi-permanent parklet grants, continue subsidizing half of the costs of Conditional Use Permits, and put unallocated funds into this CIP project for future Council decisions related to economic recovery. Since the Town is expected to receive the federal funding in phases, these dollars are not included in the financial accounting for this project. The FY 2024/25 adopted budget includes \$250,000 transfer from the Downtown Streetscape Revitalization Project to the General Fund for providing general community grants and nutrition and housing assistance community grants. In addition, \$100,000 is reprogrammed to the Sport Court Resurfacing project and \$50,000 transferred to the Town Campus Signage project. Of the remaining funds, \$50,000 was dedicated to installing bollards on Montebello Way.

At this time, the remaining funds in this project are allocated to construction of semi-permanent parklets to support downtown businesses. At a future date, Council may identify new funding for a streetscape study.

Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Project Components & Estimated Timeline	Ongoing	Business Recovery	Support deployment of semi-permanent parklets, business license reductions, planning fee waivers, and other efforts.

DOWNTOWN STREETSCAPE REVITALIZATION/ECONOMIC RECOVERY EFFORTS										Project 813-0235
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR GRANTS & AWARDS	\$ 1,929,140	\$ 359,867	\$ 152,633	\$ -	\$ 152,633	\$ -	\$ -	\$ -	\$ -	\$ 2,441,640
TOTAL SOURCE OF FUNDS	\$ 1,929,140	\$ 359,867	\$ 152,633	\$ -	\$ 152,633	\$ -	\$ -	\$ -	\$ -	\$ 2,441,640
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	1,929,140	359,867	152,633	-	152,633	-	-	-	-	2,441,640
TOTAL GFAR	\$ 1,929,140	\$ 359,867	\$ 152,633	\$ -	\$ 152,633	\$ -	\$ -	\$ -	\$ -	\$ 2,441,640
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ 1,929,140	\$ 359,867	\$ 152,633	\$ -	\$ 152,633	\$ -	\$ -	\$ -	\$ -	\$ 2,441,640



Project Name	State Route 17 Corridor Congestion Relief Project	Project Number	813-0237
Department	Parks & Public Works	Project Manager	Town Engineer

Description This project is needed as a necessary local match to complete the studies and design for improvements at Highway 9 and Highway 17.

Location This project is located at the Highway 9 and Highway 17 interchange and on Highway 17 from Route 9 to the Lark Avenue Exit.

Project Background 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. A portion of the Measure B funding is allocated to Highway Interchange projects and Town requested this project be implemented through the funding source.

This project is in the design phase with VTA as the project lead and Caltrans. The Town is a stakeholder and permitting authority. There are two components to this project. The first includes mainline 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 component includes reconstruction of the interchange at Highway 9. 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.

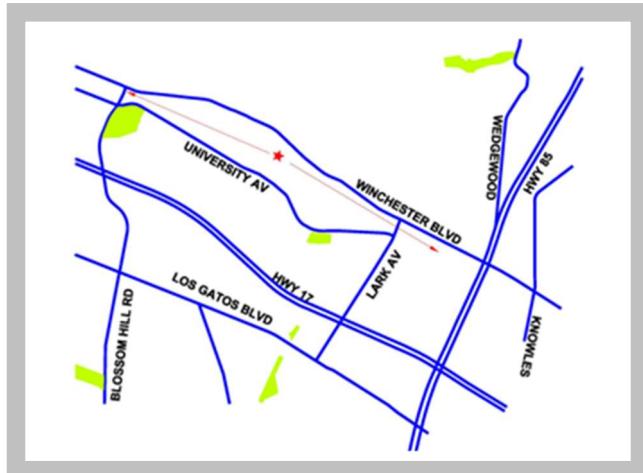
Past Town funding allocations have provided the 10% match for the study and design phase. Future funding will be needed to support bidding and construction phase work. This five-year CIP allocates future funding to begin building the required match.

Operating Budget Impacts VTA is the project sponsor and manager. Town staff time for the project coordination is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date
Project Approval / Environmental Document	2020-21	Complete
Environmental Studies and Design	2021-25	2021-2027
Construction	TBD	
Completion	TBD	

STATE ROUTE 17 CORRIDOR CONGESTION RELIEF PROJECT										Project 813-0237
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR	\$ -	\$ -	\$ 867,000	\$ -	\$ 867,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 3,267,000
GRANTS & AWARDS										
TRAFFIC MITIGATION	600,000	-	-	-	-	-	-	-	-	600,000
TOTAL SOURCE OF FUNDS	\$ 600,000	\$ -	\$ 867,000	\$ -	\$ 867,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 3,867,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	-	-	867,000	-	867,000	600,000	600,000	600,000	600,000	3,267,000
TOTAL GFAR	\$ -	\$ -	\$ 867,000	\$ -	\$ 867,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 3,267,000
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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
TOTAL TRAFFIC MITIGATION	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000
TOTAL USE OF FUNDS	\$ 600,000	\$ -	\$ 867,000	\$ -	\$ 867,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 3,867,000



Project Name Winchester Class IV Bikeway

Project Number 813-0240

Department Parks & Public Works

Project Manager Town Engineer

Description The project installed 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 the Transportation Fund for Clean Air (TFCA) Regional Fund grant of \$293,900 from the Bay Area Air Quality Management District (BAAQMD) for the Winchester Boulevard Class IV Protected Bike Lanes Project. The TFCA funds were applied to the construction phase.

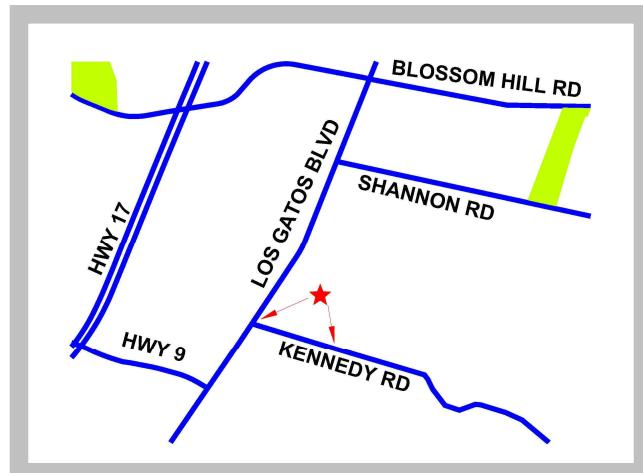
Winchester Class IV Bikeway was installed as part of the annual Street Repair and Resurfacing Project in fall 2021. Remaining items for the project include the 10-year reporting and monitoring per grant requirements and reimbursement invoicing. This project will remain open until reporting is complete.

Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date
Preliminary Design	Summer 2020	NA
Design and Bid	Summer 2023	NA
Construction	Fall 2024	NA

WINCHESTER CLASS IV BIKEWAY										Project 813-0240
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR	\$ 648,162	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 648,162
GRANTS & AWARDS	293,900	-	-	-	-	-	-	-	-	293,900
TOTAL SOURCE OF FUNDS	\$ 942,062	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 942,062
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	648,162	-	-	-	-	-	-	-	-	648,162
TOTAL GFAR	\$ 648,162	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 648,162
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
TOTAL GRANTS & AWARDS	\$ 293,900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 293,900
TOTAL USE OF FUNDS	\$ 942,062	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 942,062

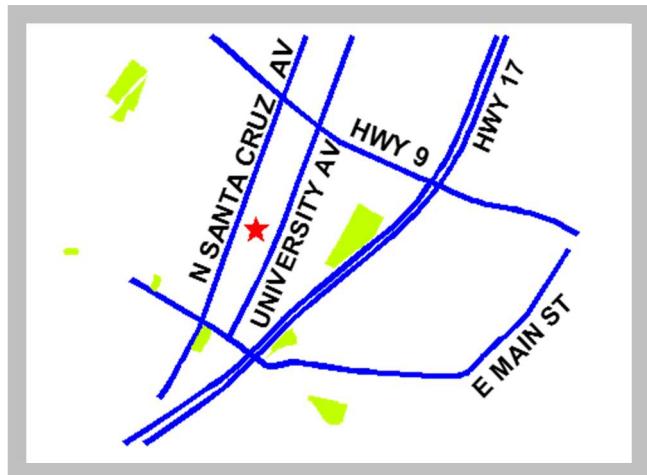
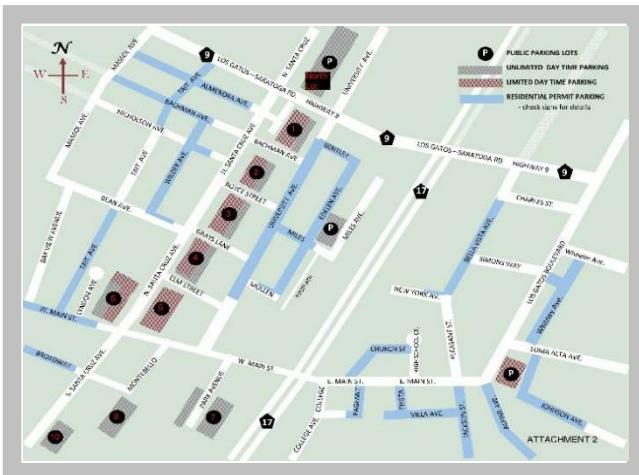


Project Name	Kennedy Sidewalk & Bike Lanes – LGB to Englewood		
Department	Parks & Public Works	Project Number	813-0241
Project Manager	Town Engineer		
Description	The project seeks to install sidewalks and Class II bike lanes on Kennedy Road.		
Location	This project location is Kennedy Road Between Los Gatos Boulevard and Englewood Avenue.		
Project Background	The Kennedy Road Sidewalk improvement project would provide safe connections to Los Gatos Boulevard with its businesses and access 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 VTA Bus Route 27 stop at Los Gatos Boulevard, serving additional destinations within the Town.		
<p>In June 2020, the Town was awarded a Measure B grant in the amount of \$832,300 for final design and construction of this project, and a portion of that funding was reallocated to the Los Gatos Creek Trail Connector Project. Future funding will be needed to support development of construction documents and construction of improvements. The project may require land acquisitions to widen the public right-of-way for the necessary improvements.</p> <p>In 2023, VTA authorized the re-appropriation of \$1,743,250 from the Winchester Boulevard Complete Streets Project to the Kennedy Road Project.</p>			
Operating Budget Impacts	Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.		

Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date
Preliminary Design	Fall 2023	Spring 2025
Design Development and Bidding	TBD	
Construction	TBD	
Completion	TBD	

KENNEDY SIDEWALK & BIKE LANES - LGB TO ENGLEWOOD										Project 813-0241
Source of Funds	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GFAR	\$ -	\$ -		\$ 492,386	\$ -	\$ -	\$ -	\$ -	\$ 492,386
GRANTS & AWARDS					\$ 1,872,990					\$ 1,872,990
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 2,365,376	\$ -	\$ 2,365,376	\$ -	\$ -	\$ -	\$ -	\$ 2,365,376
Use of Funds	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GFAR	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	-	-	-	\$ 492,386	\$ 492,386	\$ -	\$ -	\$ -	\$ -	\$ 492,386
TOTAL GFAR	\$ -	\$ -	\$ 492,386	\$ -	\$ 492,386	\$ -	\$ -	\$ -	\$ -	\$ 492,386
GRANTS & AWARDS										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	-	-	-	\$ 1,872,990	\$ 1,872,990	\$ -	\$ -	\$ -	\$ -	\$ 1,872,990
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ 1,872,990	\$ -	\$ 1,872,990	\$ -	\$ -	\$ -	\$ -	\$ 1,872,990
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 2,365,376	\$ -	\$ 2,365,376	\$ -	\$ -	\$ -	\$ -	\$ 2,365,376



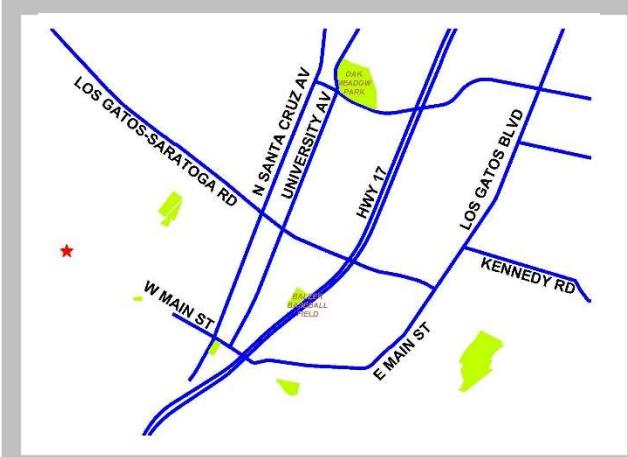
Project Name	Parking Program Implementation	Project Number	813-0242
Department	Parks and Public Works/Police Department	Project Manager	Town Engineer
Description	This project consists of the phased implementation of the recommendations found in the Comprehensive Parking Study that concluded in early 2020. The first phase includes an employee permit program and enhanced wayfinding 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, implementation of paid parking, 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 parking capacity enhancements based on ongoing analysis.		
	The first phase of work will be implementation of a Wayfinding and Signage Program. In 2024, the Town contracted the services of a contract parking manager to guide further implementation of the parking recommendations.		
Operating Budget Impacts	Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.		

Project Components and Estimated Timeline (Wayfinding and Signage)

Project Phase	Original Date	Revised Date
Design	Spring 2022	Fall 2023
Bid	Summer 2023	Spring 2024
Construction	Fall 2023	Summer 2024
Completion	Winter 2024	Fall 2024

PARKING PROGRAM IMPLEMENTATION										Project 813-0242
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GFAR	\$ 153,110	\$ 125,519	\$ 538,826	\$ -	\$ 538,826	\$ -	\$ -	\$ -	\$ 817,455
TOTAL SOURCE OF FUNDS	\$ 153,110	\$ 125,519	\$ 538,826	\$ -	\$ 538,826	\$ -	\$ -	\$ -	\$ -	\$ 817,455
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	153,110	125,519	538,826	-	538,826	-	-	-	-	817,455
TOTAL GFAR	\$ 153,110	\$ 125,519	\$ 538,826	\$ -	\$ 538,826	\$ -	\$ -	\$ -	\$ -	\$ 817,455
GRANTS & AWARDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	<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 GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ 538,826	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ 153,110	\$ 125,519	\$ 538,826	\$ -	\$ 538,826	\$ -	\$ -	\$ -	\$ -	\$ 817,455

Street Improvements

**Project Name** Overlook Road Trees**Project Number** 813-0244**Department** Parks & Public Works**Project Manager** Superintendent**Description** This project will provide new street trees on Overlook Road.**Location** This project is located on Overlook Road between Wissahickon Avenue and Chestnut Avenue.**Project Background** Eighteen eucalyptus trees were removed from the project area in Fall 2023. This project will provide new street trees in this location.**Operating Budget Impacts** Staff time associated with these projects is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Projects Components and Timeline

Project Phase	Original Date	Revised Date
Construction	Fall 2024	
Completion	Fall 2024	

OVERLOOK ROAD TREE REPLACEMENT										Project 813-0244
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
GRANTS & AWARDS	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	-	-	-	-	40,000	40,000	-	-	-	40,000
TOTAL GFAR	\$ -	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ -	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000

**TOWN-WIDE**

Project Name Stormwater System – Pollution Prevention
Compliance **Project Number** 816-0414

Department Parks & Public Works **Project Manager**

Description This project will install improvements, such as trash capture devices, to reduce pollution in the storm water system and provide funding for other work required to meet the requirements of the Town's NPDES Stormwater Permit.

Location This project is located Town-wide.

Project Background This project supports the Town's ongoing compliance with the Municipal Stormwater Discharge Permit. Compliance requirements include a number of design-related items like installing trash capture devices in storm inlets, as well as policy and program requirements such as identifying all storm drainage outfalls and monitoring them for illicit discharges. Available funding will not ensure full compliance with the Permit, but the available funding will be used to support ongoing compliance efforts.

In the Fiscal Year 2024/2025 budget, a portion of funding for this project was re-allocated to Project 816-0425, Storm Drainage Mapping. Storm drainage mapping is also a requirement of the Town's Municipal Stormwater Permit.

Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Project Components and Estimated Timeline

Project Phase
Permit compliance work is ongoing

STORMWATER SYSTEM - POLLUTION PREVENTION COMPLIANCE								Project 816-0414			
SOURCE OF FUNDS	Prior Year	2023/24	Estimated	2024/25 New Funding	2024/25	2025/26 Budget (w/ Carryforward)	2025/26	2026/27	2027/28	2028/29	Total Project
	Actuals	Estimated	Carryfwd to 2024/25		Proposed		Proposed	Proposed	Proposed	Proposed	
GFAR	\$ 22,722	\$ 38,747	\$ 36,531	\$ -	\$ 36,531	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 98,000
GRANTS & AWARDS	-	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCE OF FUNDS	\$ 22,722	\$ 38,747	\$ 36,531	\$ -	\$ 36,531	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 98,000
USE OF FUNDS	Prior Year	2023/24	Estimated	2024/25 New Funding	2024/25	2025/26 Budget (w/ Carryforward)	2025/26	2026/27	2027/28	2028/29	Total Project
	Actuals	Estimated	Carryfwd to 2024/25		Proposed		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>	22,722	38,747	36,531	-	36,531	-	-	-	-	-	98,000
TOTAL GFAR	\$ 22,722	\$ 38,747	\$ 36,531	\$ -	\$ 36,531	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 98,000
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>	-	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ 22,722	\$ 38,747	\$ 36,531	\$ -	\$ 36,531	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 98,000

**TOWN-WIDE**

Project Name Annual Storm Drain Improvement Project **Project Number** 816-0420

Department Parks & Public Works **Project Manager** Town Engineer

Description This project provides funding to improve existing storm drain infrastructure and install new systems where required to address stormwater runoff and drainage issues and enhance safety.

Location This project is located Town-wide.

Project Background The Town is responsible for keeping Town roads clear of excessive water and maintaining and improving stormwater infrastructure. 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.

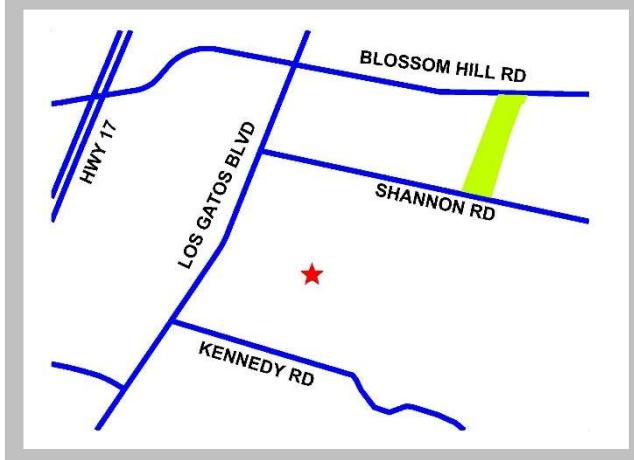
Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Project Components and Estimated Timeline

Project Phase	
Scope and schedule depend on deficiencies identified	

ANNUAL STORM DRAIN IMPROVEMENTS										Project 816-0420
SOURCE OF FUNDS	Prior Year	2023/24	Estimated	2024/25 New Funding	2024/25	2025/26	2026/27	2027/28	2028/29	Total Project
	Actuals	Estimated	Carryfwd to 2024/25		Budget (w/ Carryforward)	Proposed	Proposed	Proposed	Proposed	
STORM BASIN #1	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
STORM BASIN #2	241,481	-	81,919	-	81,919	-	-	-	-	323,400
STORM BASIN #3	39,700	-	170,300	-	170,300	-	-	-	-	210,000
TOTAL SOURCE OF FUNDS	\$ 291,181	\$ -	\$ 252,219	\$ -	\$ 252,219	\$ -	\$ -	\$ -	\$ -	\$ 543,400
USE OF FUNDS	Prior Year	2023/24	Estimated	2024/25 New Funding	2024/25	2025/26	2026/27	2027/28	2028/29	Total Project
	Actuals	Estimated	Carryfwd to 2024/25		Budget (w/ Carryforward)	Proposed	Proposed	Proposed	Proposed	
STORM BASIN #1										
Project Construction Expenses	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
TOTAL STORM BASIN #1	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
STORM BASIN #2										
Project Construction Expenses	\$ 241,481	\$ -	\$ 81,919	\$ -	\$ 81,919	\$ -	\$ -	\$ -	\$ -	\$ 323,400
TOTAL STORM BASIN #2	\$ 241,481	\$ -	\$ 81,919	\$ -	\$ 81,919	\$ -	\$ -	\$ -	\$ -	\$ 323,400
STORM BASIN #3										
Project Construction Expenses	\$ 39,700	\$ -	\$ 170,300	\$ -	\$ 170,300	\$ -	\$ -	\$ -	\$ -	\$ 210,000
TOTAL STORM BASIN #3	\$ 39,700	\$ -	\$ 170,300	\$ -	\$ 170,300	\$ -	\$ -	\$ -	\$ -	\$ 210,000
TOTAL USE OF FUNDS	\$ 291,181	\$ -	\$ 252,219	\$ -	\$ 252,219	\$ -	\$ -	\$ -	\$ -	\$ 543,400

Street Improvements



Project Name Loma Street Drainage

Project Number 816-0421

Department Parks & Public Works

Project Manager Town Engineer

Description This project will evaluate the existing drainage system on Loma Street including the outfall at Ross Creek, evaluate alternatives for reducing flooding and recommend improvements; Future year funding will be used for design and construction of recommended improvements.

Location Loma Street from Ferris Ave to Englewood Ave; Topping Way from Englewood Ave to Ross Creek.

Project Background Loma Street has experienced street flooding during rain events for many years. The existing drainage system has very few inlets, and the discharge at Ross Creek is susceptible to clogging.

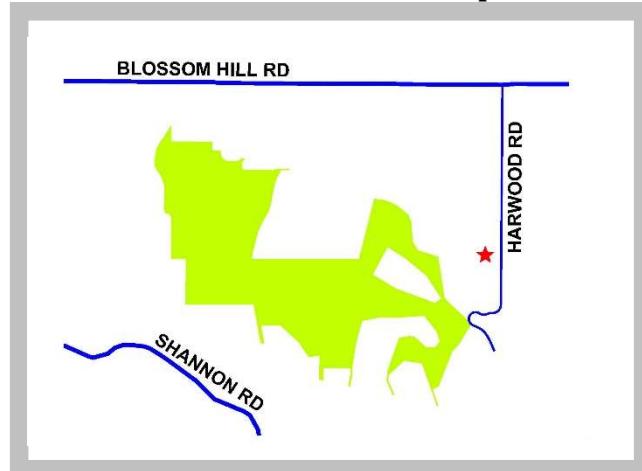
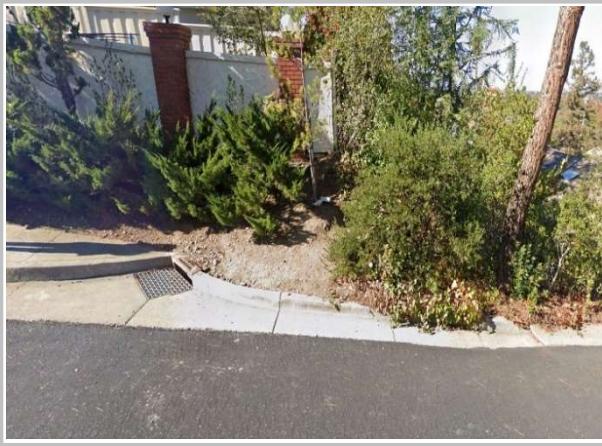
Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Projects Components and Timeline

Project Phase	Original Date	Revised Date
Study / Engineering Evaluation	Winter 2024	Fall 2024
Design	TBD	
Bidding	TBD	
Construction	TBD	
Completion / Project Close out	TBD	

LOMA STREET DRAINAGE										Project 816-0421
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
STORM BASIN #1	\$ -	\$ -	\$ 100,000	\$ 250,000	\$ 350,000	\$ 496,300	\$ -	\$ -	\$ -	\$ 846,300
STORM BASIN #2	-	-	-	-	-	-	-	-	-	-
STORM BASIN #3	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 100,000	\$ 250,000	\$ 350,000	\$ 496,300	\$ -	\$ -	\$ -	\$ 846,300
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
STORM BASIN #1 <i>Project Construction Expenses</i>	\$ -	\$ -	\$ 100,000	\$ 250,000	\$ 350,000	\$ 496,300	\$ -	\$ -	\$ -	\$ 846,300
TOTAL STORM BASIN #1	\$ -	\$ -	\$ 100,000	\$ 250,000	\$ 350,000	\$ 496,300	\$ -	\$ -	\$ -	\$ 846,300
STORM BASIN #2 <i>Project Construction Expenses</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL STORM BASIN #2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
STORM BASIN #3 <i>Project Construction Expenses</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL STORM BASIN #3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 100,000	\$ 250,000	\$ 350,000	\$ 496,300	\$ -	\$ -	\$ -	\$ 846,300

Street Improvements



Project Name Harwood/Belridge Drainage Study

Project Number 816-0422

Department Parks & Public Works

Project Manager Town Engineer

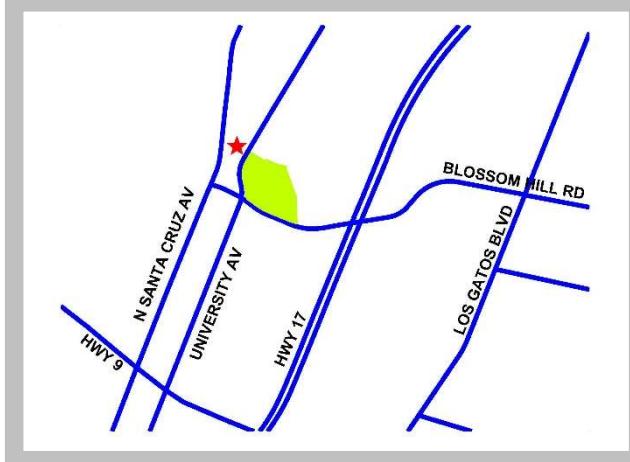
Description	This project will evaluate drainage system piping within a five-foot-wide easement between Belridge and Belcrest Drives. The project will assess the condition of the existing piping, assess alternative routing, and recommend improvements. Future year funding will be used for design and construction of recommended improvements.
Location	Between Belridge Drive and Belcrest Drive.
Project Background	An existing pipe is located within a narrow drainage easement. Residents of the area regularly express concern about the pipe clogging and the easement collecting debris. This project will evaluate alternatives to potentially address concerns of the residents in this area.
Operating Budget Impacts	Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Projects Components and Timeline

Project Phase	Original Date	Revised Date
Study / Engineering Evaluation	Winter 2024	Fall 2024
Design	TBD	
Bidding	TBD	
Construction	TBD	
Completion / Project Close out	TBD	

HARWOOD/BELRIDGE DRAINAGE STUDY										Project 816-0422
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	\$ -	\$ -	\$ 100,000		\$ -					
STORM BASIN #1	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
STORM BASIN #2	-	-	-	-	-	-	-	-	-	-
STORM BASIN #3	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	\$ -	\$ -	\$ 100,000		\$ -					
STORM BASIN #1										
Project Construction Expenses	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
TOTAL STORM BASIN #1	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
STORM BASIN #2										
Project Construction Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL STORM BASIN #2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
STORM BASIN #3										
Project Construction Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL STORM BASIN #3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000

Street Improvements



Project Name 709 University Avenue Drainage System Replacement

Project Number 816-0423

Department Parks & Public Works

Project Manager Town Engineer

Description This project will provide for the development of construction documents and construction contracting to replace an existing failing drainage pipe.

Location Between University Avenue and Winchester Boulevard, west of Oak Meadow Park.

Project Background An existing corrugated metal drainage pipe runs between private properties at 709 University and 2 Winchester Boulevard. Sink holes are forming along the alignment of the drainage pipe and a replacement is likely required.

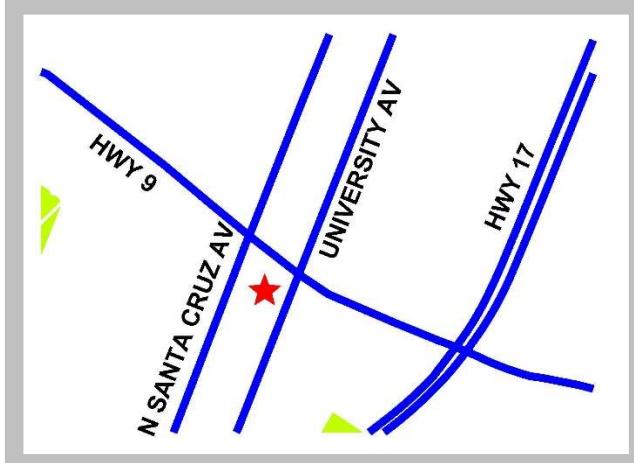
Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Projects Components and Timeline

Project Phase	Original Date	Revised Date
Study	NA	
Design	Summer 2023	Spring 2025
Bidding	Winter 2024	Summer 2025
Construction	Spring 2024	Fall 2025
Completion / Project Close out	Summer 2024	Winter 2026

709 UNIVERSITY AVENUE DRAINAGE SYSTEM REPLACEMENT										Project 816-0423
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	\$ -	\$ -	\$ -		\$ -					
STORM BASIN #1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
STORM BASIN #2	-	-	200,000	-	200,000	-	-	-	-	200,000
STORM BASIN #3	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	\$ -	\$ -	\$ -		\$ -					
STORM BASIN #1										
Project Construction Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL STORM BASIN #1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
STORM BASIN #2										
Project Construction Expenses	\$ -	\$ -	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
TOTAL STORM BASIN #2	\$ -	\$ -	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
STORM BASIN #3										
Project Construction Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL STORM BASIN #3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000

Street Improvements



Project Name 333 University Avenue Inlet Capacity Improvements

Project Number 816-0424

Department Parks & Public Works

Project Manager Town Engineer

Description This project will provide funding to install addition catch basins in University Avenue near 333 University Avenue.

Location University Avenue near 333 University Avenue.

Project Background This location is a low point on University Avenue where stormwater overtops the curbing during rain events. The addition of inlets will allow more water to flow into the drainage system and reduce roadway and property flooding.

Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Projects Components and Timeline

Project Phase	Original Date	Revised Date
Study	NA	
Design	Summer 2023	Spring 2025
Bidding	Spring 2024	Summer 2025
Construction	Summer 2024	Fall 2025
Completion / Project Close out	Summer 2024	Winter 2026

333 UNIVERSITY INLET CAPACITY IMPROVEMENTS								Project 816-0424		
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
STORM BASIN #1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
STORM BASIN #2	-	-	50,000	-	50,000	-	-	-	-	50,000
STORM BASIN #3	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
STORM BASIN #1										
Project Construction Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL STORM BASIN #1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
STORM BASIN #2										
Project Construction Expenses	\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
TOTAL STORM BASIN #2	\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
STORM BASIN #3										
Project Construction Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL STORM BASIN #3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

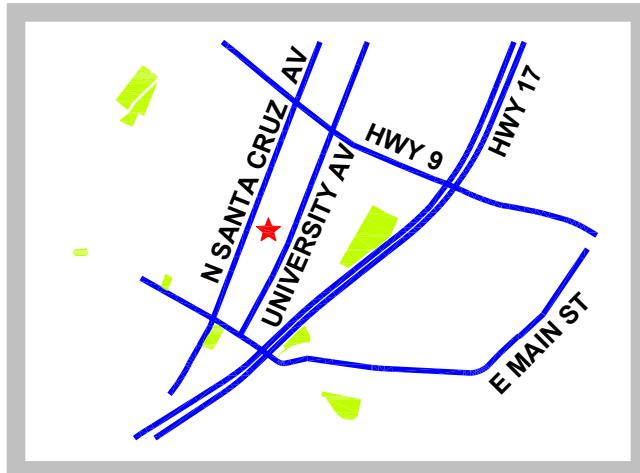
**TOWN-WIDE**

Project Name	Storm Drainage Mapping	Project Number	816-0425
Department	Parks & Public Works	Project Manager	Town Engineer
Description	This project will provide funding to map all storm drainage infrastructure in the Town.		
Location	Town-wide		
Project Background	Mapping of storm drainage systems is a requirement of the Town's Municipal Storm Water Permit and is critically important for management of this asset. This project will fund consultant services to develop mapping of the system and incorporate that information into the Town's Geographic Information System (GIS). Mapping will include the location of inlets and covered holes, the size and type of piping, flow direction and outfalls.		
Operating Budget Impacts	Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.		

Projects Components and Timeline

Project Phase	Original Date	Revised Date
Field Data Collection and Mapping	Summer / Fall 2024	

STORM DRAINAGE MAPPING										Project 816-0425	
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated		Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	\$ -	\$ -	\$ 190,000	\$ -	\$ 86,667	\$ 190,000	\$ -	\$ -	\$ -	\$ -	\$ 190,000
GFAR	\$ -	\$ -	\$ 190,000	\$ -	\$ 86,667	\$ 190,000	\$ -	\$ -	\$ -	\$ -	\$ 190,000
STORM BASIN #1	-	-	-	-	86,667	86,667	-	-	-	-	86,667
STORM BASIN #2	-	-	-	-	86,667	86,667	-	-	-	-	86,667
STORM BASIN #3	-	-	-	-	86,667	86,667	-	-	-	-	86,667
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 190,000	\$ -	\$ 260,001	\$ 450,001	\$ -	\$ -	\$ -	\$ -	\$ 450,001
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated		Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	-	-	-	-	190,000	190,000	-	-	-	-	190,000
TOTAL GFAR	\$ -	\$ -	\$ 190,000	\$ -	\$ 260,001	\$ 450,001	\$ -	\$ -	\$ -	\$ -	\$ 450,001
STORM BASIN #1											
<i>Project Construction Expenses</i>	\$ -	\$ -	\$ -	\$ -	\$ 86,667	\$ 86,667	\$ -	\$ -	\$ -	\$ -	\$ 86,667
TOTAL STORM BASIN #1	\$ -	\$ -	\$ -	\$ -	\$ 86,667	\$ 86,667	\$ -	\$ -	\$ -	\$ -	\$ 86,667
STORM BASIN #2											
<i>Project Construction Expenses</i>	\$ -	\$ -	\$ -	\$ -	\$ 86,667	\$ 86,667	\$ -	\$ -	\$ -	\$ -	\$ 86,667
TOTAL STORM BASIN #2	\$ -	\$ -	\$ -	\$ -	\$ 86,667	\$ 86,667	\$ -	\$ -	\$ -	\$ -	\$ 86,667
STORM BASIN #3											
<i>Project Construction Expenses</i>	\$ -	\$ -	\$ -	\$ -	\$ 86,667	\$ 86,667	\$ -	\$ -	\$ -	\$ -	\$ 86,667
TOTAL STORM BASIN #3	\$ -	\$ -	\$ -	\$ -	\$ 86,667	\$ 86,667	\$ -	\$ -	\$ -	\$ -	\$ 86,667
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 190,000	\$ -	\$ 260,001	\$ 450,001	\$ -	\$ -	\$ -	\$ -	\$ 450,001



Project Name Downtown Parking Lots Seal Coat & Restriping

Project Number 817-0705

Department Parks & Public Works

Project Manager Superintendent

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.

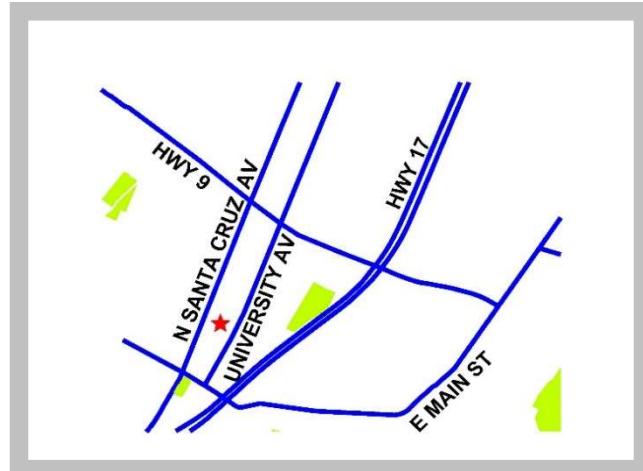
Project Background The public parking lots in downtown Los Gatos are heavily used. In order to keep their surfaces in good condition and prevent long term wear and damage, the parking lots need to be resurfaced and restriped on a routine basis. This project is necessary to prevent possible drainage or broken pavement problems in the future. To maintain these parking lots funding of this project is recommended bi-annually to provide funds for the required ongoing work.

Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Projects Components and Timeline

Project Phase	Original Date	Revised Date
This project provides for bi-annual upgrades	2026, 2028, 2030	

DOWNTOWN PARKING LOTS SEAL COAT & RESTRIPIING										Project 817-0705
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GFAR	\$ 84,839	\$ -		\$ 15,161	\$ 50,000	\$ 65,161	\$ -	\$ 10,000	\$ 170,000
TOTAL SOURCE OF FUNDS										
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GFAR	\$ 84,839	\$ -		\$ 15,161	\$ 50,000	\$ 65,161	\$ -	\$ 10,000	\$ 170,000
TOTAL GFAR										
GRANTS & AWARDS	Salaries and Benefits	\$ -	\$ -	\$ 50,000	\$ -	\$ 65,161	\$ -	\$ 10,000	\$ -	\$ 170,000
	Services/Supplies/Equipment	-	-		-					
TOTAL GRANTS & AWARDS										
TOTAL USE OF FUNDS										



Project Name Parking Lot 4 Repair & Waterproofing

Project Number 817-0708

Department Parks & Public Works

Project Manager Superintendent

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. Replacement of sections of concrete, and waterproofing the upper deck was completed in 2022. Remaining work is limited to rehabilitating the planting areas.

Operating Budget Impacts Staff time associated with these projects is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Projects Components and Timeline

Project Phase	Original Date	Revised Date
Construction	Summer 2023	Summer 2024
Completion	Fall 2023	Fall 2024

PARKING LOT 4 REPAIR/WATERPROOFING										Project 817-0708
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR GRANTS & AWARDS	\$ 199,800	\$ -	\$ 50,200		\$ -	\$ 50,200	\$ -	\$ -	\$ -	\$ 250,000
TOTAL SOURCE OF FUNDS	\$ 199,800	\$ -	\$ 50,200	\$ -	\$ 50,200	\$ -	\$ -	\$ -	\$ -	\$ 250,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	199,800	-	50,200	-	50,200	-	-	-	-	250,000
TOTAL GFAR	\$ 199,800	\$ -	\$ 50,200	\$ -	\$ 50,200	\$ -	\$ -	\$ -	\$ -	\$ 250,000
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ 199,800	\$ -	\$ 50,200	\$ -	\$ 50,200	\$ -	\$ -	\$ -	\$ -	\$ 250,000

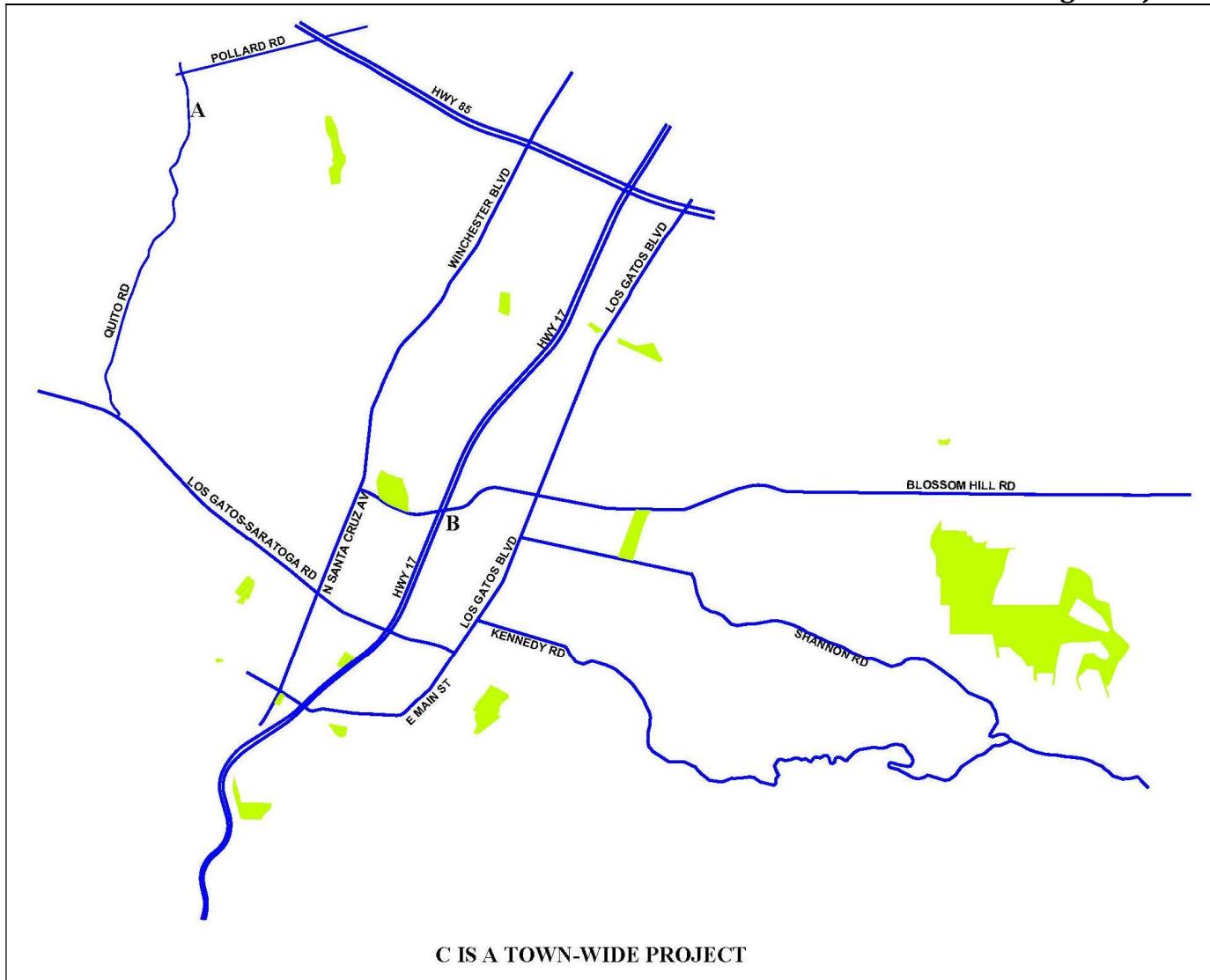
ADOPTED

STREETS PROGRAM

Street Improvements



Bridge Projects



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

ADOPTED**STREETS PROGRAM****Bridge Projects**

PROGRAM SECTION DIRECTORY	Bridge Projects	PAGE
0801 Quito Road - Bridge Replacement		C - 80
0803 Highway 17 Bicycle & Pedestrian Bridge - Design		C - 82
0804 Timber Bridge Inspection		C - 84

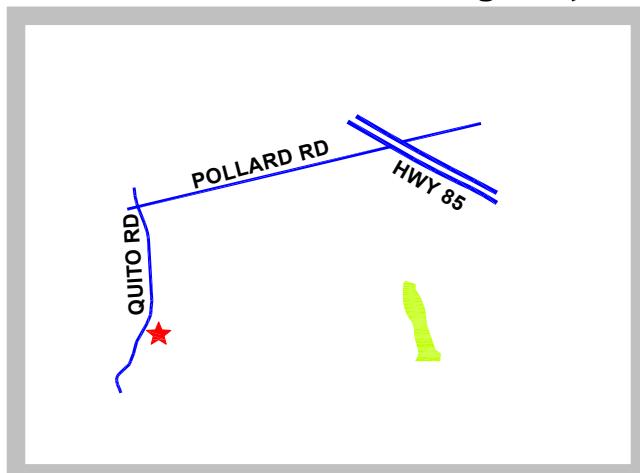
Bridge Projects

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.

FY 2024/25 - 2028/29 CAPITAL IMPROVEMENT PROGRAM BRIDGE PROJECTS							
	Expended Through 2023/24	2024/25 Budget & Carryfwd*	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget	Total Budgeted
<i>Carryforward Projects</i>							
0801 Quito Road - Bridge Replacement	\$ 299,681	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 349,681
0803 Highway 17 Bicycle & Pedestrian Bridge - Design	3,400,983	1,056,319	-	-	-	-	4,457,302
0804 Timber Bridge Inspection	-	-	25,000	25,000	-	-	50,000
<i>New Projects</i>							
Total Bridge Projects	\$ 3,700,664	\$ 1,106,319	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 4,856,983

* Total FY 2023/24 Carryforward \$1,106,319

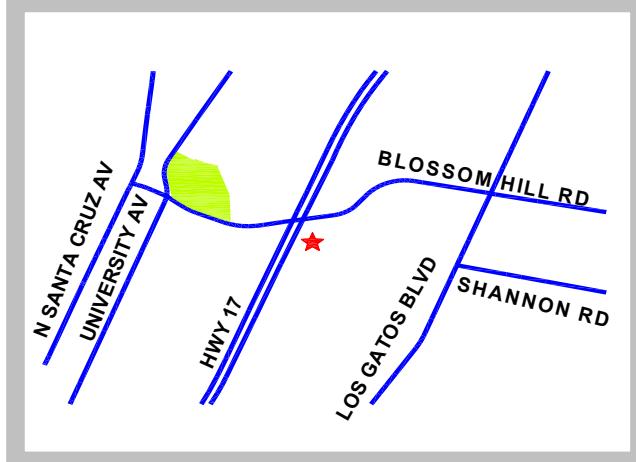
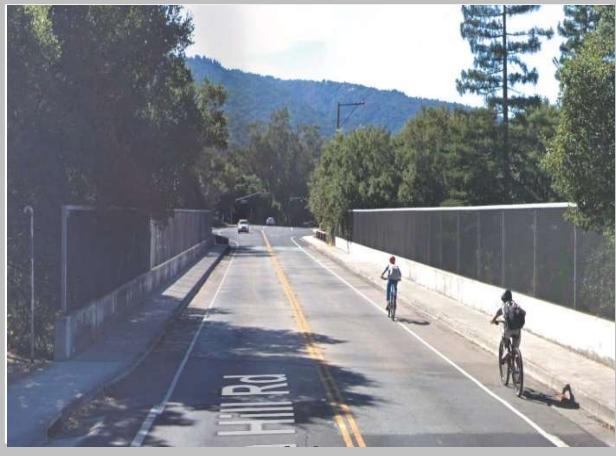


Project Name	Quito Road - Bridge Replacement	Project Number	818-0801
Department	Parks & Public Works	Project Manager	Town Engineer
Description	This project funds the Town's portion of the replacement cost for two bridges on Quito Road led by the City of Saratoga to improve roadway safety and provide 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.		
<p>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.</p> <p>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. Construction of this project has been delayed due to environmental mitigation requirements.</p>			
Operating Budget Impacts	Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.		

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.
	TBD	Final Design	Complete design and project bidding by the City of Saratoga.
	TBD	Construction Start	Begin reconstruction of bridge.
	TBD	Completion	Anticipated construction completion.

QUITO ROAD - BRIDGE REPLACEMENT										Project 818-0801
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR	\$ 64,594	\$ 235,087	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 349,681
GRANTS & AWARDS	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCE OF FUNDS	\$ 64,594	\$ 235,087	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 349,681
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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	-	50,000	-	-	-	-	349,681
TOTAL GFAR	\$ 64,594	\$ 235,087	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 349,681
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ 64,594	\$ 235,087	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 349,681



Project Name	Highway 17 Bicycle & Pedestrian Bridge – Design	Project Number	818-0803
Department	Parks & Public Works	Project Manager	Town Engineer

Description This project will fund the preliminary design, environmental clearance, and final design for the bicycle and pedestrian bridge over Highway 17 at Blossom Hill Road.

Location This project is located at Blossom Hill Road crossing 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.

In September 2019, the Town selected BKF Engineers as the consultant to prepare a feasibility analysis and officially kicked off the project. 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. The feasibility analysis was completed in September 2020 and the Town Council approved the study and directed staff to proceed with the final design of a separate bicycle and pedestrian structure crossing over Highway 17 south of Blossom Hill Road.

In June 2020, the Town was awarded a grant of \$2,754,990 for final design of the project as part of VTA's Measure B Bicycle and Pedestrian Competitive Grant Program. The grant required a local match of \$946,200 which was approved by Council on December 1, 2020. A request for proposals for the final design was released on December 4, 2020. Through the consultant procurement process, the Town selected BKF Engineers to continue with the final design and initiated work for the phase in May 2021.

The design phases will include coordination with Caltrans, preliminary engineering, environmental reviews, final design, and construction cost estimating.

In future years, funds will be needed for the construction phase. The construction cost is currently estimated to be in the range of \$20 to \$30 million. On February 20, 2024, Council authorized staff to prepare two grant applications for construction: Safe Streets for All and Active Transportation Program. Both programs would require local funds as match. Construction is anticipated to take 18 months to complete following the bidding and award of a construction contract.

Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date
Environmental Clearances	Winter 2023	Fall 2024
Final Design	Spring 2024	Spring 2025
Construction	TBD	TBD

HIGHWAY 17 BICYCLE & PEDESTRIAN BRIDGE - DESIGN								Project 818-0803		
Source of Funds	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR	\$ 232,889	\$ 628,921	\$ 606,714	\$ -	\$ 606,714	\$ -	\$ -	\$ -	\$ -	\$ 1,468,524
GRANTS & AWARDS	703,100	1,688,824	449,605	-	449,605	-	-	-	-	2,841,529
TRAFFIC MITIGATION	147,249	-	-	-	-	-	-	-	-	147,249
TOTAL SOURCE OF FUNDS	\$ 1,083,238	\$ 2,317,745	\$ 1,056,319	\$ -	\$ 1,056,319	\$ -	\$ -	\$ -	\$ -	\$ 4,457,302
Use of Funds	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	232,889	628,921	606,714	-	606,714	-	-	-	-	1,468,524
TOTAL GFAR	\$ 232,889	\$ 628,921	\$ 606,714	\$ -	\$ 606,714	\$ -	\$ -	\$ -	\$ -	\$ 1,468,524
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>	703,100	1,688,824	449,605	-	449,605	-	-	-	-	2,841,529
TOTAL GRANTS & AWARDS	\$ 703,100	\$ 1,688,824	\$ 449,605	\$ -	\$ 449,605	\$ -	\$ -	\$ -	\$ -	\$ 2,841,529
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>	147,249	-	-	-	-	-	-	-	-	147,249
TOTAL TRAFFIC MITIGATION	\$ 147,249	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 147,249
TOTAL USE OF FUNDS	\$ 1,083,238	\$ 2,317,745	\$ 1,056,319	\$ -	\$ 1,056,319	\$ -	\$ -	\$ -	\$ -	\$ 4,457,302

**TOWN-WIDE**

Project Name	Timber Bridge Inspection	Project Number	818-0804
Department	Parks & Public Works	Project Manager	Town Engineer
Description	The project will provide for structural inspection of timber bridges and boardwalks in the Town's trail system.		
Location	Town-wide		
Project Background	The Town owns three bridges / boardwalks: Los Gatos Creek Trail south of Miles Avenue; Los Gatos Creek Trail north of Lark Avenue; and Camino del Cerro over Ross Creek.		
Operating Budget Impacts	Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.		

Bridge Projects

Projects Components and Timeline

Project Phase	Original Date	Revised Date
Study	Summer 2026	
Design	NA	
Bidding	NA	
Construction	NA	
Completion / Project Close out	NA	

TIMBER BRIDGE INSPECTION										Project 818-0804
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR	\$ -	\$ -	\$ -			\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 50,000
GRANTS & AWARDS	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 50,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	-	-	-	-	-	25,000	25,000	-	-	50,000
TOTAL GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 50,000
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 50,000

ADOPTED

STREETS PROGRAM

Bridge Projects



Parks Program

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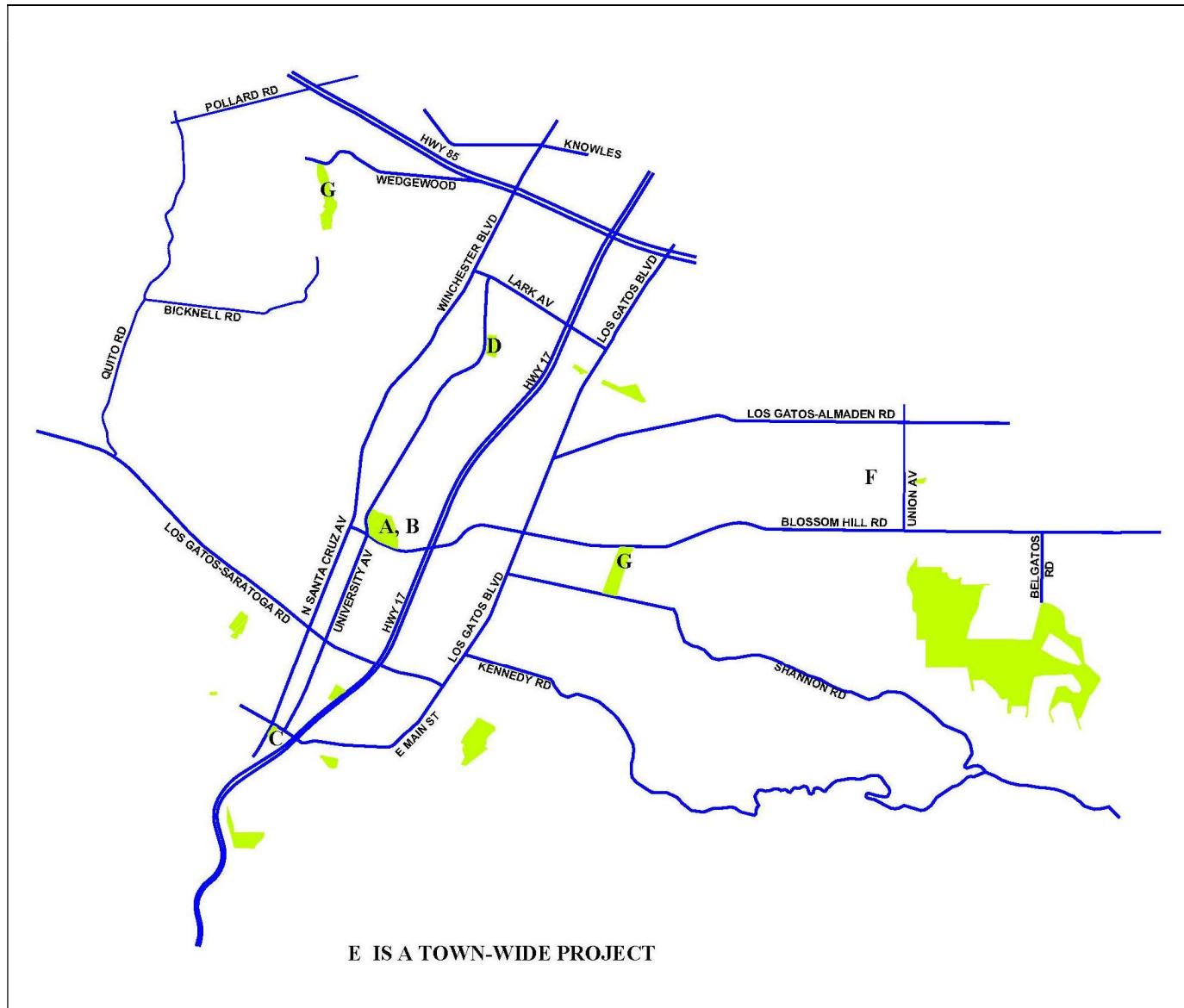
PARK PROJECT DIRECTORY

4007	Oak Meadow Bandstand Area Improvements	D – 6
4008	Oak Meadow Park Plane Recoating	D – 8
4202	Town Plaza Turf Repairs	D – 10
4404	Creekside Turf Replacement	D – 12
4605	Parks Playground Fibar Project	D – 14
4610	Pinehurst Community Garden	D – 16
4611	Sport Court Resurfacing	D – 18

TRAIL PROJECT DIRECTORY

4503	Charter Oaks Trail Improvements	D – 24
4504	Open Space Trail Upgrades	D – 26
4505	Los Gatos Creek Trail to Highway 9 Trailhead Connector Project	D – 28
4508	Vegetation Management – Town-wide	D – 30
4510	Lynn Ave Pedestrian Path Design	D – 32





PROJECT LOCATIONS	
A	Oak Meadow Bandstand Area Improvements (831-4007)
B	Oak Meadow Park Plane Recoating (831-4008)
C	Town Plaza Turf Repairs (831-4202)
D	Creekside Turf Replacement (831-4404)
E	Parks Playground Fibar Project (831-4605)
F	Pinehurst Community Garden (831-4610)
G	Sport Court Resurfacing (831-4611)

Park Improvement Projects

PROGRAM SECTION DIRECTORY		PAGE
4007	Oak Meadow Bandstand Area Improvements	D – 6
4008	Oak Meadow Park Plane Recoating	D – 8
4202	Town Plaza Turf Repairs	D – 10
4404	Creekside Turf Replacement	D – 12
4605	Parks Playground Fibar Project	D – 14
4610	Pinehurst Community Garden	D – 16
4611	Sport Court Resurfacing	D – 18

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. The one-time park improvement projects are prioritized based on health and safety issues, available funding sources, infrastructure impacts, project costs, equity considerations, 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.

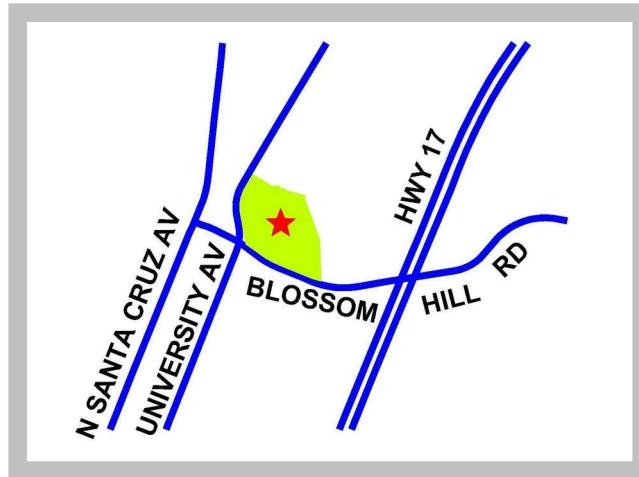
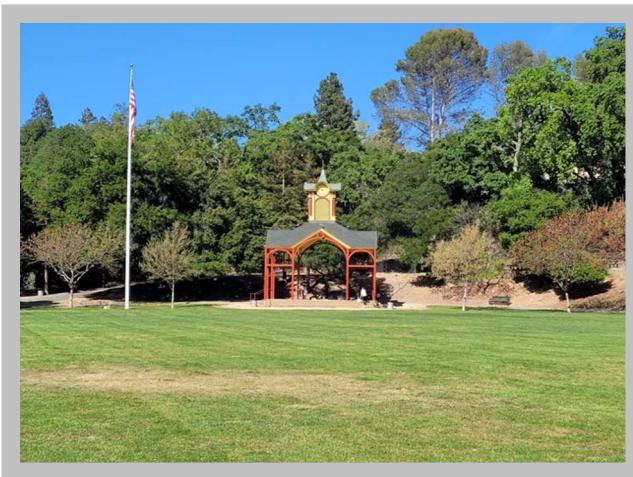
PARK & TRAIL PROJECT SUMMARY BY PROGRAM							
FY 2024/25 - 2028/29 CAPITAL IMPROVEMENT PROGRAM							
PARK IMPROVEMENT PROJECTS							
	Expended Through 2023/24	2024/25 Budget & Carryfwd*	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget	Total Budgeted
<i>Carryforward Projects</i>							
4007 Oak Meadow Bandstand Area Improvements	\$ 45,505	\$ 241,225	\$ -	\$ -	\$ -	\$ -	\$ 286,730
4202 Town Plaza Turf Repairs	9,116	42,000	-	-	-	-	51,116
4404 Creekside Turf Replacement	-	500,000	-	-	-	-	500,000
4605 Parks Playground Fibar Project	129,351	45,149	-	25,000	-	25,000	224,500
4610 Pinehurst Community Garden	84,941	300,059	-	-	-	-	385,000
<i>New Projects</i>							
4008 Oak Meadow Park Plane Recoating	-	-	-	40,000	-	-	40,000
4611 Sport Court Resurfacing	-	100,000	-	-	-	-	100,000
Total Park Improvement Projects	\$ 268,913	\$ 1,228,433	\$ -	\$ 65,000	\$ -	\$ 25,000	\$ 1,587,346

* Total FY 2023/24 Carryforward \$1,038,433

Unfunded Projects

- Blossom Hill Park Turf Rehabilitation / Park Rehabilitation
- Civic Center Irrigation System Replacement
- Live Oak Manor Park Turf Rehabilitation / Park Rehabilitation
- Oak Hill Play Lot and Hardscape
- La Rinconada Park Turf Renovation / Park Rehabilitation
- La Rinconada Play Structure Replacement
- Oak Meadow Parking Kiosk
- Oak Meadow Fencing Replacement
- Oak Meadow Restroom Expansion
- Plaza Park Improvements
- Roberts Road West Trail Connector
- Town-wide drinking fountains to hydration stations
- Oak Hill Play Lot and Hardscape
- Roberts Road West Trail Connector
- Oak Meadow Fencing Replacement
- Civic Center Irrigation System Replacement
- La Rinconada Park Turf Renovation
- Oak Meadow Restroom Expansion

Park Improvement Projects



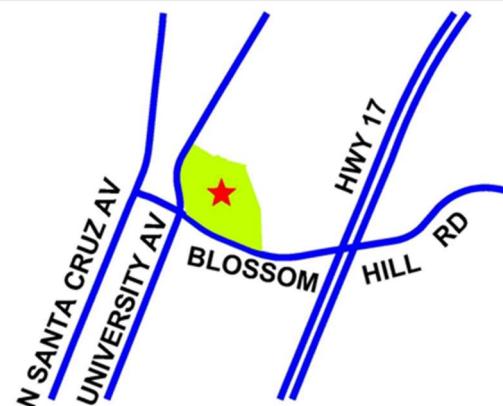
Project Name	Oak Meadow Bandstand Area Improvements		
Project Number	831-4007		
Department	Parks & Public Works		
Project Manager	Town Engineer		
Description	This project will renovate the area around the Lyndon Bandstand at Oak Meadow Park.		
Location	The project is located at Oak Meadow Park, at the corner of Blossom Hill Road and University Ave.		
Project Background	Oak Meadow Park is a popular park and hosts a variety of community events, as well as many small private gatherings through the reservation process. Because of the increased demand for event space in the Town, the Lyndon Bandstand has become a popular destination for larger events and activities. To accommodate the increased need for programmable and reservable space, the area around the bandstand needs some improvements and modifications. This project will make improvements to the area around the bandstand and modify any irrigation, electrical, or other infrastructure to help make the space more programmable for weddings, musical events, and other community gatherings.		
	This project is largely supplemented by the Per Capita Program grant funds provided by State Proposition 68.		
Operating Budget Impacts	Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.		

ADOPTED
PARKS & TRAILS PROGRAM
Park Improvement Projects
Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date
Design	Fall 2022	Fall 2024
Bid Process	Summer 2023	Winter 2023/24
Construction	Summer 2023	Summer 2025
Completion	Winter 2023/24	Fall 2025

OAK MEADOW BANDSTAND AREA IMPROVEMENTS										Project 831-4007
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GFAR	\$ 22,282	\$ 23,223		\$ 44,495					
GRANTS & AWARDS					196,730					
TOTAL SOURCE OF FUNDS	\$ 22,282	\$ 23,223	\$ 241,225	\$ -	\$ 241,225	\$ -	\$ -	\$ -	\$ -	\$ 286,730
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	22,282	23,223	44,495	-	44,495	-	-	-	-	90,000
TOTAL GFAR	\$ 22,282	\$ 23,223	\$ 44,495	\$ -	\$ 44,495	\$ -	\$ -	\$ -	\$ -	\$ 90,000
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>	-	-	196,730	-	196,730	-	-	-	-	196,730
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ 196,730	\$ -	\$ 196,730	\$ -	\$ -	\$ -	\$ -	\$ 196,730
TOTAL USE OF FUNDS	\$ 22,282	\$ 23,223	\$ 241,225	\$ -	\$ 241,225	\$ -	\$ -	\$ -	\$ -	\$ 286,730

Park Improvement Projects



Project Name Oak Meadow Park Plane Recoating

Project Number 831-4008

Department Parks & Public Works

Project Manager Superintendent

Description This project will protect and preserve the Oak Meadow Park airplane.

Location Oak Meadow Park

Project Background The Oak Meadow Park airplane is on loan to the Town from the National Museum of United States Air Force (NMUSAF). The Town's agreement with the USAF requires the Town to maintain and protect this historic asset. This project is one way the Town will meet its obligations.

Operating Budget Impacts This project will be completed in a future budget year. No operating budget impacts are projected during 2024/25 for this project.

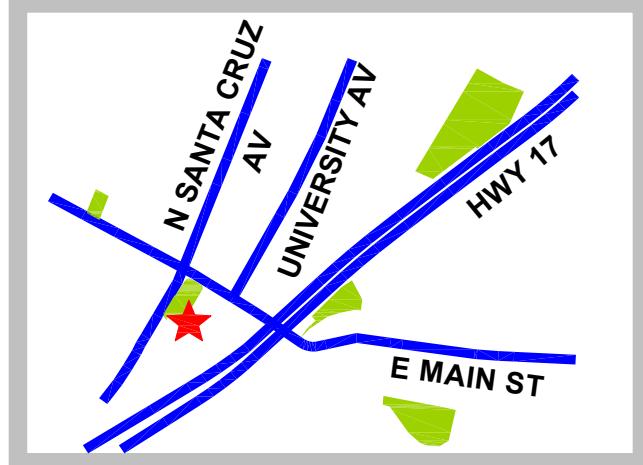
Park Improvement Projects

Projects Components and Timeline

Project Phase	Original Date	Revised Date
Bidding	Fall 2024	
Construction	Spring 2025	
Completion / Project Close out	Summer 2025	

OAK MEADOW PARK PLANE RECOATING										Project 831-4008
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GFAR	\$ -	\$ -			\$ -	\$ -	\$ 40,000	\$ -	\$ 40,000
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 40,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GFAR	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	-	-	-	-	-	-	-	-	-	-
TOTAL GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 40,000
GRANTS & AWARDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	Salaries and Benefits	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 40,000

Park Improvement Projects



Project Name	Town Plaza Turf Repairs	Project Number	831-4202
Department	Parks & Public Works	Project Manager	Superintendent
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	<p>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 Plaza and the Farmers' 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.</p> <p>The project will be completed during a period when there is the least impact on scheduled downtown events.</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 2024/25 Operating Budget.		

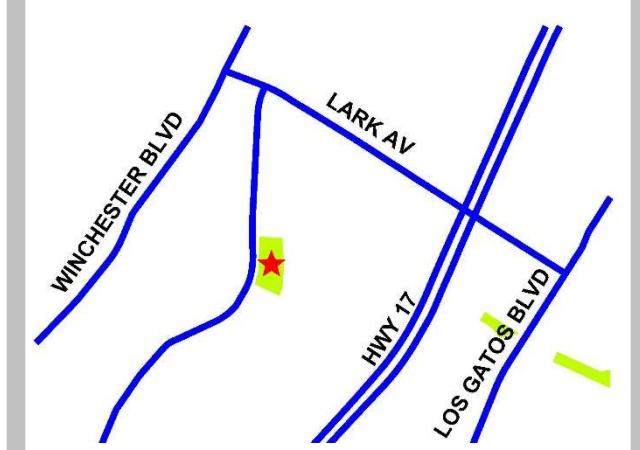
Park Improvement Projects

Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date
Design	Summer 2024	
Bid Process	Fall 2024	
Construction	Fall 2024	
Completion	Winter 2025	

TOWN PLAZA TURF REPAIRS										Project 831-4202
Source of Funds	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR GRANTS & AWARDS	\$ 9,116	\$ -	\$ 27,000	\$ 15,000	\$ 42,000	\$ -	\$ -	\$ -	\$ -	\$ 51,116
TOTAL SOURCE OF FUNDS	\$ 9,116	\$ -	\$ 27,000	\$ 15,000	\$ 42,000	\$ -	\$ -	\$ -	\$ -	\$ 51,116
Use of Funds	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	9,116	-	27,000	15,000	42,000	-	-	-	-	51,116
TOTAL GFAR	\$ 9,116	\$ -	\$ 27,000	\$ 15,000	\$ 42,000	\$ -	\$ -	\$ -	\$ -	\$ 51,116
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ 9,116	\$ -	\$ 27,000	\$ 15,000	\$ 42,000	\$ -	\$ -	\$ -	\$ -	\$ 51,116

Park Improvement Projects



Project Name	Creekside Turf Replacement	Project Number	831-4404
Department	Parks & Public Works	Project Manager	Superintendent
Description	This project will replace artificial turf replacement at Creekside Park.		
Location	This project is located at 930 University Avenue.		
Project Background	<p>The artificial turf at Creekside Park was installed in 2013 with a useful life expectancy of 8-10 years. New artificial turf and infill, along with drainage issues will be addressed.</p> <p>The total project cost for turf replacement exceeds \$1 million. This project is not currently fully funded. In February 2024 Council directed staff to evaluate converting this field to natural grass rather than replacing the artificial turf.</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 2024/25 Operating Budget.		

Park Improvement Projects

Projects Components and Timeline

Project Phase	Original Date	Revised Date
Design	TBD – contingent on future funding	
Bidding	TBD	
Construction	TBD	
Completion / Project Close Out	TBD	

CREEKSIDE TURF REPLACEMENT										Project 831-4404
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GFAR	\$ -	\$ -	\$ 500,000	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000
TOTAL SOURCE OF FUNDS		\$ -	\$ -	\$ 500,000	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GFAR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	-	-	500,000	-	500,000	-	-	-	-	500,000
TOTAL GFAR	\$ -	\$ -	\$ 500,000	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
GRANTS & AWARDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 500,000	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000

**TOWN-WIDE****Project Name** Parks Playground Fibar Project**Project Number** 831-4605**Department** Parks & Public Works**Project Manager** Superintendent**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.

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.

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 FY2024/25 Operating Budget.

Park Improvement Projects

Project Components and Estimated Timeline (2024 Cycle)

Project Phase	Original Date	Revised Date
Preliminary Design	Fall 2023	
Design and Bid	Winter 2024	
Construction	Spring 2024	
Completion	Spring 2024	

Project Components and Estimated Timeline (2026 Cycle)

Project Phase	Original Date	Revised Date
Bid	Winter 2026	
Construction	Spring 2026	
Completion	Spring 2026	

PARKS PLAYGROUND FIBAR PROJECT										Project 831-4605
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR	\$ 92,531	\$ 36,820	\$ 20,149	\$ 25,000	\$ 45,149	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 224,500
GRANTS & AWARDS	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCE OF FUNDS	\$ 92,531	\$ 36,820	\$ 20,149	\$ 25,000	\$ 45,149	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 224,500
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	92,531	36,820	20,149	25,000	45,149	-	25,000	-	25,000	224,500
TOTAL GFAR	\$ 92,531	\$ 36,820	\$ 20,149	\$ 25,000	\$ 45,149	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 224,500
GRANTS & AWARDS										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ 92,531	\$ 36,820	\$ 20,149	\$ 25,000	\$ 45,149	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 224,500

Park Improvement Projects

**Project Name**

Pinehurst Community Garden

Project Number

831-4610

Department

Parks & Public Works

Project Manager

Superintendent

Description

This project studies options to install a community garden within a Town lot near Pinehurst Avenue. There are currently PG&E and Valley Water utility easements through this lot.

Location

The project is located near Pinehurst Avenue between Lynn Avenue and Blossom Valley Drive.

Project Background

Community members advocated for a community garden in this specific Town location (APN: 523-43-007), west of Pinehurst Avenue between Lynn Avenue and Blossom Valley Drive. This open Town lot mainly consists of PG&E and Valley Water utility easements. Through this project, staff is working with the community members, PG&E, and Valley Water to investigate options and design to construct a community garden that meets the needs of parties involved. Staff is also coordinating with the California Department of Toxic Substance Control to ensure any public health concerns related to the condition of soils is addressed.

Funding in future years would allow for development of design documents and some portion of the construction.

Additional funds are likely required for the construction of the Pinehurst Community Garden. Construction costs will be estimated as the project design advances.

Operating Budget Impacts

Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

ADOPTED
PARKS & TRAILS PROGRAM
Park Improvement Projects
Projects Components and Timeline

Project Phase	Original Date	Revised Date
Study / Concept Development	Fall 2023	Fall 2024
Design	Summer 2024	Spring 2025
Bidding	Contingent on Funding	
Construction	Contingent on Funding	
Completion / Project Close out	Contingent on Funding	

PINEHURST COMMUNITY GARDEN										Project 831-4610		
SOURCE OF FUNDS	Prior Year	2023/24	Estimated	Estimated	2024/25 New Funding	2024/25	2025/26 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	Actuals	Estimated		Carryfwd to 2024/25		New Funding						
GFAR	\$ 14,314	\$ 70,627	\$ 250,059	\$ 50,000	\$ 300,059	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 385,000
GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL SOURCE OF FUNDS	\$ 14,314	\$ 70,627	\$ 250,059	\$ 50,000	\$ 300,059	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 385,000
USE OF FUNDS	Prior Year	2023/24	Estimated	Estimated	2024/25 New Funding	2024/25	2025/26 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	Actuals	Estimated		Carryfwd to 2024/25		New Funding						
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>	14,314	70,627	250,059	50,000	300,059	-	-	-	-	-	-	385,000
TOTAL GFAR	\$ 14,314	\$ 70,627	\$ 250,059	\$ 50,000	\$ 300,059	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 385,000
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>	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ 14,314	\$ 70,627	\$ 250,059	\$ 50,000	\$ 300,059	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 385,000

Park Improvement Projects



Project Name	Sport Court Resurfacing	Project Number	831-4611
Department	Parks & Public Works	Project Manager	Superintendent
Description	This project will provide for resurfacing of the sport courts at two Town-owned parks.		
Location	LaRinconada Park and Blossom Hill Park		
Project Background	<p>LaRinconada Park's tennis court is striped for tennis and pickleball. The surface of the court is cracking. This project will resurface the court and replace the striping for both courts.</p> <p>Blossom Hill Park has six tennis courts. This project will provide for repair of the surface of these courts and for restriping one of these courts for pickleball as a pilot project.</p>		
Operating Budget Impacts	<p>Funding for this project for Fiscal Year 2024/25 was derived by reallocating \$100,000 from the Downtown Streetscape Revitalization project.</p> <p>Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.</p>		

Park Improvement Projects

Projects Components and Timeline

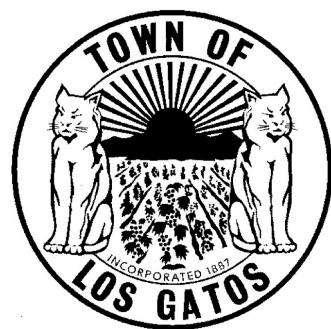
Project Phase	Original Date	Revised Date
Bidding	Fall 2024	
Construction	Spring 2025	
Completion / Project Close out	Summer 2025	

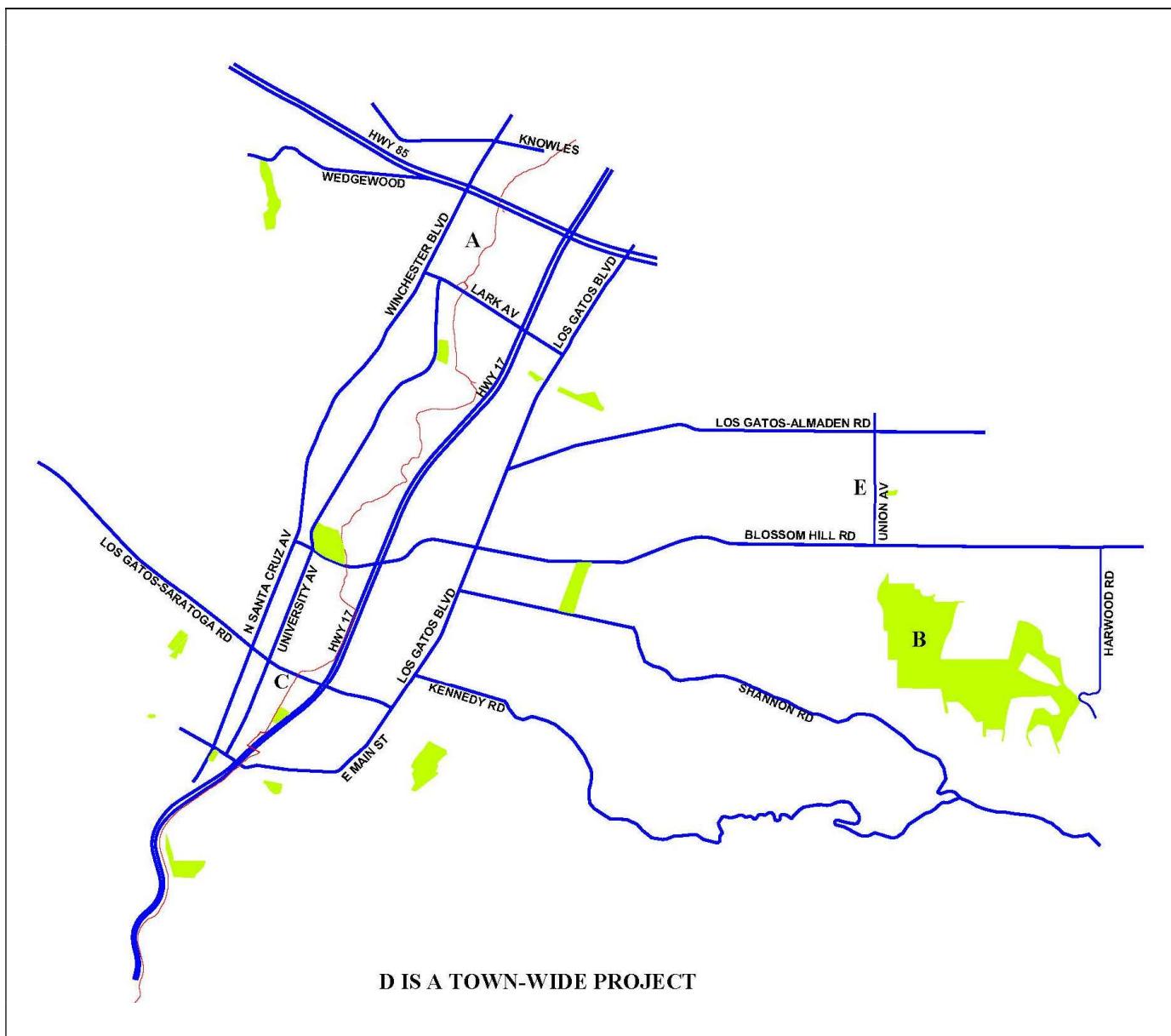
SPORT COURT RESURFACING										Project 831-4611
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GFAR	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	
GRANTS & AWARDS										
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GFAR	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	-	-	-	-	100,000	100,000	-	-	-	100,000
TOTAL GFAR	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
GRANTS & AWARDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	Salaries and Benefits	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000

ADOPTED

PARKS & TRAILS PROGRAM

Park Improvement Projects





PROJECT LOCATIONS	
A	Charter Oaks Trail Repair
B	Open Space Trail Upgrades
C	Los Gatos Creek Trail to Highway 9 Trailhead Connector Project
D	Vegetation Management – Town-Wide
E	Lynn Ave Pedestrian Path Design

Trail Improvement Projects

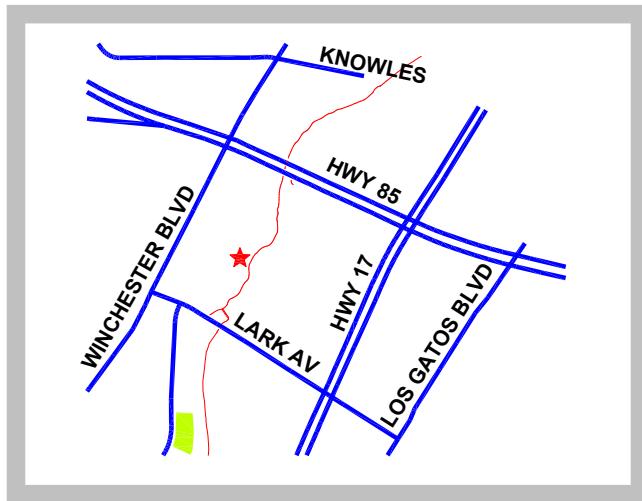
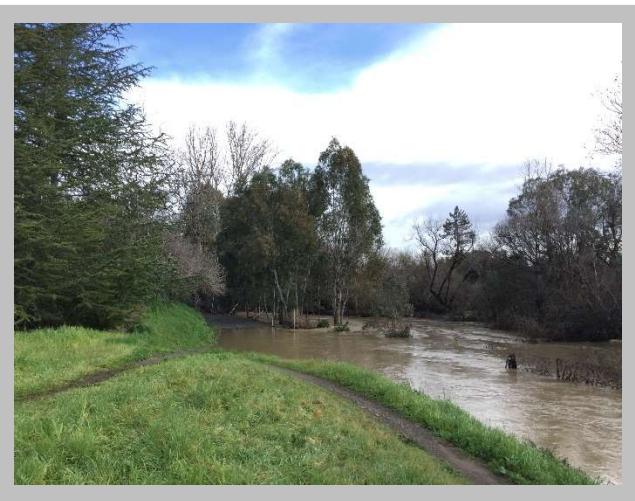
PROGRAM SECTION DIRECTORY		PAGE
4503	Charter Oaks Trail Repair	D – 24
4504	Open Space Trail Upgrades	D – 26
4505	Los Gatos Creek Trail to Highway 9 Trailhead Connector Project	D – 28
4508	Vegetation Management – Town-wide	D – 30
4510	Lynn Ave Pedestrian Path Design	D – 32

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.

FY 2024/25 - 2028/29 CAPITAL IMPROVEMENT PROGRAM							
TRAIL IMPROVEMENT PROJECTS							
	Expended Through 2023/24	2024/25 Budget & Carryfwd*	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget	Total Budgeted
<i>Carryforward Projects</i>							
4503 Charter Oaks Trail Improvement	\$ 72,942	\$ 474,891	\$ -	\$ -	\$ -	\$ -	\$ 547,833
4504 Open Space Trail Upgrades	-	152,000	-	-	-	-	152,000
4505 Trailhead Connector	8,698,899	822,953	-	-	-	-	9,521,851
4508 Vegetation Management - Town-wide	250,249	530,417	100,000	100,000	100,000	100,000	1,180,666
4510 Lynn Ave Pedestrian Path Design	55,448	234,552	-	-	-	-	290,000
<i>New Projects</i>							
Total Trail Improvement Projects	\$ 9,077,538	\$ 2,214,813	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 11,692,350

* Total FY 2023/24 Carryforward \$1,731,853



Project Name Charter Oaks Trail Improvements

Department Parks & Public Works

Project Number 832-4503

Project Manager Town Engineer

Description This project will evaluate improvements along the Los Gatos Creek Trail from Lark Avenue towards Highway 85 near Charter Oaks.

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 and 2023. The impacts of the storm included damage to the fencing and to the asphalt pathway. The last trail repair work was completed in 2018 with funding provided by the Federal Emergency Management Agency (FEMA).

Subsequent to the trail repair work, the Town 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. In addition to evaluating long-term and feasible solutions to prepare the trail to be flood-ready, this project will also aim to address other concerns raised by the community, including congestion, user conflicts, and natural landscape. The scope will be determined through community outreach efforts. Staff submitted grant applications in the past seeking grant funds for comprehensive feasibility study and conceptual design.

Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Trail Improvement Projects

Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date
Preliminary Design	Spring 2024	Spring 2025
Design and Bid	TBD	
Construction	TBD	

CHARTER OAKS TRAIL IMPROVEMENT										Project 832-4503
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR GRANTS & AWARDS	\$ 109 72,833	\$ -	\$ 474,891	\$ -	\$ 474,891	\$ -	\$ -	\$ -	\$ -	\$ 475,000 72,833
TOTAL SOURCE OF FUNDS	\$ 72,942	\$ -	\$ 474,891	\$ -	\$ 474,891	\$ -	\$ -	\$ -	\$ -	\$ 547,833
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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	-	474,891	-	474,891	-	-	-	-	475,000
TOTAL GFAR	\$ 109	\$ -	\$ 474,891	\$ -	\$ 474,891	\$ -	\$ -	\$ -	\$ -	\$ 475,000
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	-	-	-	-	-	-	-	-	72,833
TOTAL GRANTS & AWARDS	\$ 72,833	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,833
TOTAL USE OF FUNDS	\$ 72,942	\$ -	\$ 474,891	\$ -	\$ 474,891	\$ -	\$ -	\$ -	\$ -	\$ 547,833

Trail Improvement Projects



Project Name Open Space Trail Upgrades
Department Parks & Public Works

Project Number 832-4504
Project Manager Superintendent

Description This project will repair and replace old and damaged retaining walls, fences, and embankments along the trails in the Town's open spaces.

Location This project is located in Santa Rosa Open Space, Heintz Open Space, and Belgatos Park.

Project Background The Town has two 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.

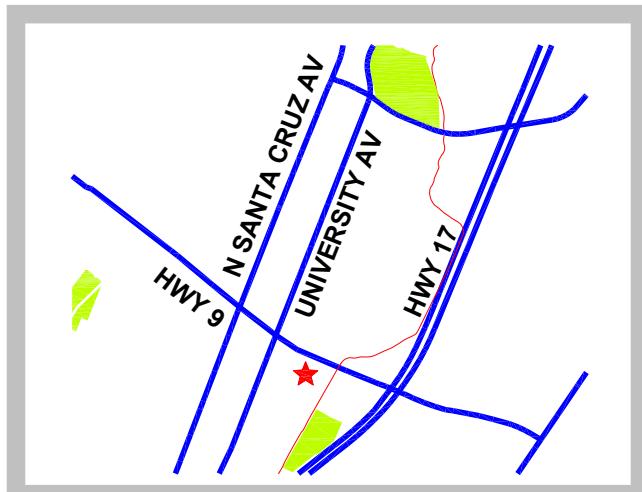
Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Trail Improvement Projects

Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date
Design	Summer 2023	TBD
Bid	Fall 2023	TBD
Construction	Winter 2024	TBD
Completion	Fall 2024	TBD

OPEN SPACE TRAIL UPGRADES										Project 832-4504
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GFAR	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ 152,000
GRANTS & AWARDS	-	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 152,000	\$ -	\$ 152,000	\$ -	\$ -	\$ -	\$ -	\$ 152,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GFAR	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	-	-	152,000	-	152,000	-	-	-	-	152,000
TOTAL GFAR	\$ -	\$ -	\$ 152,000	\$ -	\$ 152,000	\$ -	\$ -	\$ -	\$ -	\$ 152,000
GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 152,000	\$ -	\$ 152,000	\$ -	\$ -	\$ -	\$ -	\$ 152,000



Project Name Los Gatos Creek Trail to Highway 9 Trailhead Connector Project **Project Number** 832-4505

Department Parks & Public Works **Project Manager** Town Engineer

Description This project funds the design and construction of trailhead connections 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 funds the design and construction of trailhead connections for Los Gatos Creek Trail to Highway 9. The project is an identified priority within Measure B and the Town's Bicycle and Pedestrian Master 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 design and environmental services, and the consultant firm of Mott MacDonald Group was awarded the contract to complete the final design for the project.

On March 3, 2020, Council approved the preliminary layout of Los Gatos Creek Trail connections on both north and south sides of Highway 9.

The project construction started in Summer 2023 with completion anticipated in Spring 2025.

Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Trail Improvement Projects

Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date
Environmental Clearance	Winter 2023	
Final Design	Winter 2023	
Construction	Summer 2024	
Completion	Winter 2025	

TRAILHEAD CONNECTOR										Project 832-4505
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR	\$ 349,000	\$ 422,594	\$ 696,374	\$ -	\$ 696,374	\$ -	\$ -	\$ -	\$ -	\$ 1,467,968
GRANTS & AWARDS										
<i>MTC OBAG</i>	343,000	311,809	5,881,191	-	5,881,191	-	-	-	-	6,536,000
<i>TFCA</i>	-	-	755,921	-	755,921	-	-	-	-	755,921
<i>Measure B - 2016</i>	-	249,656	443,844	-	443,844	-	-	-	-	693,500
<i>TDA Article 3</i>	-	-	68,884	-	68,884	-	-	-	-	68,884
TOTAL SOURCE OF FUNDS	\$ 692,000	\$ 984,059	\$ 7,846,214	\$ -	\$ 7,846,214	\$ -	\$ -	\$ -	\$ -	\$ 9,522,273
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	349,000	422,594	696,374	-	696,374	-	-	-	-	1,467,968
TOTAL GFAR	\$ 349,000	\$ 422,594	\$ 696,374	\$ -	\$ 696,374	\$ -	\$ -	\$ -	\$ -	\$ 1,467,968
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	7,584,305	126,579	-	126,579	-	-	-	-	8,053,884
TOTAL GRANTS & AWARDS	\$ 343,000	\$ 7,584,305	\$ 126,579	\$ -	\$ 126,579	\$ -	\$ -	\$ -	\$ -	\$ 8,053,884
TOTAL USE OF FUNDS	\$ 692,000	\$ 8,006,899	\$ 822,953	\$ -	\$ 822,953	\$ -	\$ -	\$ -	\$ -	\$ 9,521,852



TOWN-WIDE

Project Name	Vegetation Management – Town-wide	Project Number	832-4508
Department	Parks & Public Works	Project Manager	Parks and Public Works Director

Description This project funds vegetation management and fuel removal in Town open spaces and rights-of-way.

Location The project location is Town open spaces and rights-of-way.

Project Background The Town adopted a Vegetation Management Plan for Roads and Open Spaces to guide wildfire mitigation projects.

The Town was awarded a FEMA grant through the Hazard Mitigation Grant Program for vegetation management work. The grant funded development of the Vegetation Management Plan as well as Open Space vegetation management. The federal share is \$1,591,344 and a Town match requirement of \$530,448. Phase 1, development of the VMP, is complete and funds for Phase 2 (open space vegetation management) were obligated in late Fall 2023. Expenditure of grant funds cannot begin until the local match has been allocated. The matching funds are proposed in the FY 24/25 CIP budget.

Operating Budget Impacts Staff time for the coordination and management of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Trail Improvement Projects

Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date
Scoping	Fall 2023	Fall 2023
RFP Process	Annual	Pending Town Match Funds
Implementation	Annual	Pending Town Match Funds
Completion	Ongoing	Pending Town Match Funds

VEGETATION MANAGEMENT - TOWN-WIDE										Project 832-4508
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR GRANTS & AWARDS	\$ 244,826	\$ 5,423	\$ 97,458		\$ 432,959	\$ 530,417	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
TOTAL SOURCE OF FUNDS	\$ 244,826	\$ 5,423	\$ 97,458	\$ 432,959	\$ 530,417	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,180,666
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	244,826	5,423	97,458	432,959	530,417	100,000	100,000	100,000	100,000	1,180,666
TOTAL GFAR	\$ 244,826	\$ 5,423	\$ 97,458	\$ 432,959	\$ 530,417	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,180,666
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ 244,826	\$ 5,423	\$ 97,458	\$ 432,959	\$ 530,417	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,180,666

Trail Improvement Projects



Project Name Lynn Ave Pedestrian Path Design

Department Parks & Public Works

Project Number 832-4510

Project Manager Town Engineer

Description This project is to design a pedestrian pathway through an open lot near Lynn Avenue between Pinehurst Avenue and Union Avenue.

Location This project is located at an open lot near Lynn Avenue between Pinehurst Avenue and Union Avenue.

Project Background Community members advocated for a new pedestrian path through an open lot near Lynn Avenue between Pinehurst Avenue and Union Avenue. Currently, there are no sidewalks on Lynn Avenue and the pathway through the open lot would improve connectivity in the neighborhood. This open lot is located on PG&E and Town parcels. This project provides funding for the design work for the path. Additional funding would be required for construction.

Concept design and community engagement is ongoing as of Spring 2024. Staff is also coordinating with the California Department of Toxic Substance Control to ensure any public health concerns related to the condition of soils is addressed.

Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes a combination of full-time budgeted staff and temporary staff to support fluctuating workloads. The costs for temporary staff will be funded through the project. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Trail Improvement Projects

Projects Components and Timeline

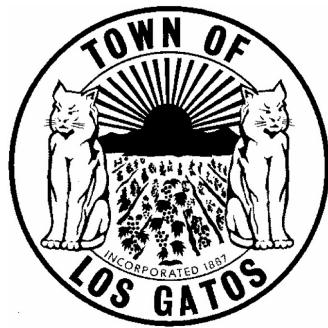
Project Phase	Original Date	Revised Date
Study / Concept Development	Fall 2023	Fall 2024
Design	Summer 2024	Fall 2024
Bidding	Contingent on Funding	
Construction	Contingent on Funding	
Completion / Project Close out	Contingent on Funding	

LYNN AVE PEDESTRIAN PATH DESIGN										Project 832-4510
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR	\$ -	\$ 55,448	\$ 184,552	\$ 50,000	\$ 234,552	\$ -	\$ -	\$ -	\$ -	\$ 290,000
GRANTS & AWARDS	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCE OF FUNDS	\$ -	\$ 55,448	\$ 184,552	\$ 50,000	\$ 234,552	\$ -	\$ -	\$ -	\$ -	\$ 290,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	-	\$ 55,448	\$ 184,552	\$ 50,000	\$ 234,552	-	-	-	-	\$ 290,000
TOTAL GFAR	\$ -	\$ 55,448	\$ 184,552	\$ 50,000	\$ 234,552	\$ -	\$ -	\$ -	\$ -	\$ 290,000
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ -	\$ 55,448	\$ 184,552	\$ 50,000	\$ 234,552	\$ -	\$ -	\$ -	\$ -	\$ 290,000

ADOPTED

PARKS & TRAILS PROGRAM

Trail Improvement Projects





Public Facilities Program

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PUBLIC FACILITIES DIRECTORY

ADOPTED

TOWN INFRASTRUCTURE PROJECT DIRECTORY

2002	Town Beautification	E – 6
2009	Public Art Gateway Project	E – 8
2012	Emergency Preparedness	E – 10
2013	Annual ADA Compliance Work	E – 12
2117	ADA Restrooms and HR Offices	E – 14
2120	Civic Center Plumbing Repair and HVAC Repairs	E – 16
2121	Town Manager Roof Repairs	E – 18
2208	Adult Recreation Center Interim Community Center	E – 20
2302	Building Replacement at Corporation Yard	E – 22
2310	Engineering Counter Modifications	E – 24
2311	Fleet Service Outdoor Work Area (Design Phase)	E – 26
2404	POB Space Study	E – 28
2504	Library Improvements	E – 30
2505	Battery Power Supply - Library	E – 32
2601	ADA Upgrade Public Restrooms – Adult Recreation Building	E – 34

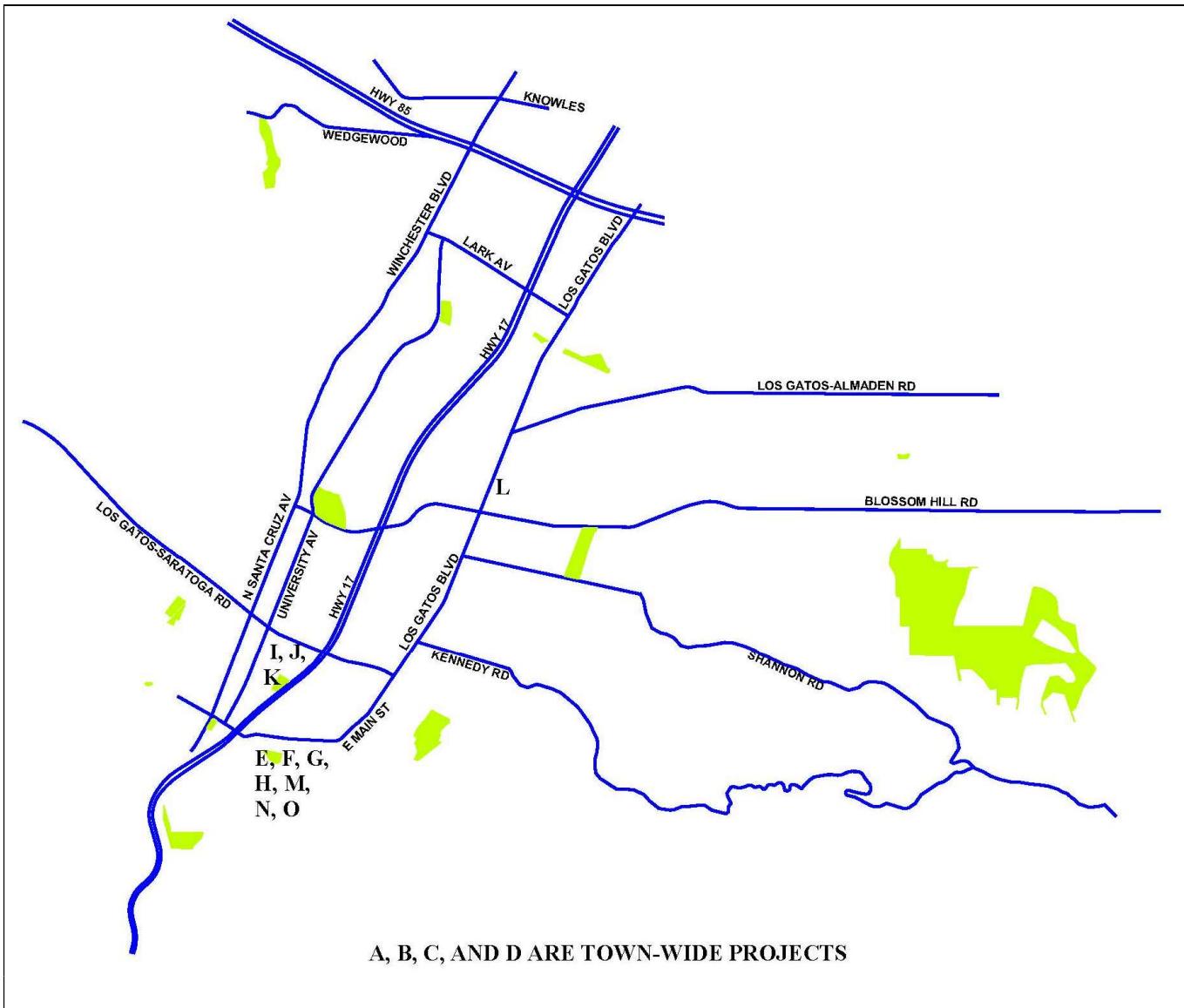
EQUIPMENT PROJECT DIRECTORY

6003	Town-wide Document Imaging Project	E – 40
6101	Enterprise Resource Planning (ERP) Upgrade	E – 42
6103	EOC Communication Upgrade	E – 44
6104	IT Disaster Recovery Improvements	E – 46

ADOPTED

PUBLIC FACILITIES PROGRAM
Town Infrastructure & Facilities Projects





PROJECT LOCATIONS	
A	Town Beautification (821-2002)
B	Public Art Gateway Project (821-2009)
C	Emergency Preparedness (821-2012)
D	Annual ADA Compliance Work (821-2013)
E	ADA Restrooms and HR Offices (821-2117)
F	Civic Center Plumbing Repair (821-2120)
G	Town Manager's Office (TMO) Roof Repair (821-2121)
H	Adult Recreation Center Interim Community Center (821-2208)
I	Building Replacement at Corporation Yard (821-2302)
J	Engineering Counter Modifications (821-2310)
K	Fleet Service Outdoor Work Area (Design Phase) (821-2311)
L	POB Space Study (821-2404)
M	Library Improvements (821-2504)
N	Battery Power Supply – Library (821-2505)
O	ADA Upgrade Public Restrooms – Adult Recreation Building (821-2601)

Town Infrastructure & Facilities Projects

PROGRAM SECTION DIRECTORY		PAGE
2002	Town Beautification	E – 6
2009	Public Art Gateway Project	E – 8
2012	Emergency Preparedness	E – 10
2013	Annual ADA Compliance Work	E – 12
2117	ADA Restrooms and HR Offices	E – 14
2120	Civic Center Plumbing Repair	E – 16
2121	Town Manager's Office (TMO) Roof Repair	E – 18
2208	Adult Recreation Center Interim Community Center	E – 20
2302	Building Replacement at Corporation Yard	E – 22
2310	Engineering Counter Modifications	E – 24
2311	Fleet Service Outdoor Work Area (Design Phase)	E – 26
2404	POB Space Study	E – 28
2504	Library Improvements	E – 30
2505	Battery Power Supply - Library	E – 32
2601	ADA Upgrade Public Restrooms – Adult Recreation Building	E – 34

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, accessible, and functional condition. Projects in this section are Town Infrastructure Projects or Equipment Projects.

Town-owned buildings include the Civic Center, Library, Police Operations Center, Parks & Public Works Building and Corporation Yard, Los Gatos Theatre, and associated structures. The following buildings are leased to other agencies or entities: 208 East Main Street and 123 East Main Street, 4 Tait Avenue and Forbes Mill, but are maintained and managed by the Town.

Town Infrastructure and Facilities Projects are prioritized in consideration of the user needs, federal and state mandates, federal and state grant opportunities and 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 for proposed projects. 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. The infrastructure and facilities projects are prioritized based on health and safety issues, infrastructure impacts, regulatory compliance, 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.

FACILITY PROJECT SUMMARY BY PROGRAM								
FY 2024/25 - 2028/29 CAPITAL IMPROVEMENT PROGRAM TOWN INFRASTRUCTURE & FACILITIES PROJECTS								
	Expended Through 2023/24	2024/25 Budget & Carryfwd*	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget	Total Budgeted	
<i>Carryforward Projects</i>								
2002 Town Beautification	\$ 147,109	\$ 22,517	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 229,625	
2009 Public Art Gateway Project	155,611	37,500	37,500	-	-	-	230,611	
2012 Emergency Preparedness	-	96,780	-	-	-	-	96,780	
2013 Annual ADA Compliance Work	-	80,000	20,000	20,000	20,000	20,000	160,000	
2117 Civic Center ADA Restrooms and HR Offices	171,000	809,000	-	-	-	-	980,000	
2120 Civic Center Plumbing Repair	-	80,000	40,000	-	-	-	120,000	
2208 ARC – Interim Community Center	-	877,614	-	-	-	-	877,614	
2302 Building Replacement at Corporation Yard	2,396,281	267,414	-	-	-	-	2,663,694	
2310 Engineering Counter Modification	-	40,000	-	-	-	-	40,000	
2404 POB Space Study	-	75,000	-	-	-	-	75,000	
2504 Library Improvements	-	22,000	-	-	-	-	22,000	
2505 Battery Power Supply - Library	540,182	2,818	-	-	-	-	543,000	
2601 ADA Upgrade for Public Restrooms - Adult Recreatio	398,063	305,799	-	-	-	-	703,861	
<i>New Projects</i>								
2121 TMO Roof Repairs	-	79,640	-	-	-	-	79,640	
2311 Fleet Service Outdoor Work Area (Design Phase)	-	45,000	-	-	-	-	45,000	
Total Infrastructure / Facility Projects	\$ 3,808,245	\$ 2,841,081	\$ 112,500	\$ 35,000	\$ 35,000	\$ 35,000	\$ 6,866,826	

*Total FY 2023/24 Carryforward \$2,622,248

Unfunded Projects

- Civic Center Improvements
- CNG Station Decommissioning
- Deferred maintenance at certain Town-owned properties
- Deferred improvements to Town-owned properties
- ADA Improvements at Town-owned and leased properties

Town Infrastructure & Facilities Projects



TOWN-WIDE

Project Name Town Beautification**Project Number** 821-2002**Department** Parks & Public Works**Project Manager** Environmental Specialist**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.

Projects funded with this source include 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. An interactive map of all utility box locations can be found on the Town's website.

Other projects include updating and replacing the Forbes Mill Pedestrian Bridge art panels, which prior to FY 2023/24 was funded as a separate project.

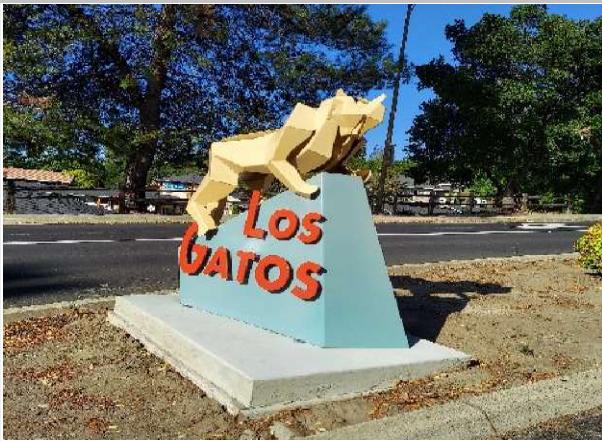
Operating Budget Impacts The project will use staff time for program management and inspection. The staff time for this project will be included in the Parks and Public Works Department's FY 2024/25 Operating Budget.

ADOPTED
PUBLIC FACILITIES PROGRAM
Town Infrastructure & Facilities Projects

Project Components & Estimated Timeline	Ongoing		
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TOWN BEAUTIFICATION										Project 821-2002
Source of Funds	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR GRANTS & AWARDS	\$ 129,422	\$ 17,687	\$ 7,517	\$ 15,000	\$ 22,517	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 229,626
TOTAL SOURCE OF FUNDS	\$ 129,422	\$ 17,687	\$ 7,517	\$ 15,000	\$ 22,517	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 229,626
Use of Funds	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	129,422	17,687	7,517	15,000	22,517	15,000	15,000	15,000	15,000	229,626
TOTAL GFAR	\$ 129,422	\$ 17,687	\$ 7,517	\$ 15,000	\$ 22,517	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 229,626
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ 129,422	\$ 17,687	\$ 7,517	\$ 15,000	\$ 22,517	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 229,626

Town Infrastructure & Facilities Projects



TOWN-WIDE

Project Name

Public Art Gateway Project

Department

Parks & Public Works

Project Number

821-2009

Project Manager

Library Director

Description

This project funds the procurement and installation of Town gateway public art.

Location

Town-wide

Project Background

In December 2022, the Town Council approved allocation of funds to procure and install three additional gateway public art pieces as recommended by the Arts and Cultural Commission. The installation timing depends on the procurement of the art pieces, with a goal of installing one per year for the next three years. The first gateway public art ("The Cat") was installed at Los Gatos-Saratoga Road near Alberto Way and the second was installed on Lark Avenue near the Highway 17 interchange.

Operating Budget Impacts

The project will use Parks and Public Works staff time for installation of the required concrete pads, construction management and inspection. Material costs for the installation of each piece is included in the capital budget. The staff time for this project will be included in the Parks and Public Works Department's FY 2024/25 Operating Budget, and additional funding has been added to support ongoing maintenance of these art pieces.

Town Infrastructure & Facilities Projects

Projects Components and Timeline

Project Phase	Original Date	Revised Date
Cat 3 Design	Fall 2023	
Cat 3 Bidding	Spring 2024	
Cat 3 Construction	Spring 2024	
Cat 4 Design	Fall 2024	
Cat 4 Bidding	Spring 2025	
Cat 4 Construction	Spring 2025	
Cat 5 Design	Fall 2025	
Cat 5 Bidding	Spring 2026	
Cat 5 Construction	Spring 2026	
Completion / Project Close Out	Summer 2026	

PUBLIC ART GATEWAY PROJECT										Project 821-2009
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR	\$ 50,000	\$ 105,611	\$ -	\$ 37,500	\$ 37,500	\$ 37,500	\$ -	\$ -	\$ -	\$ 230,611
GRANTS & AWARDS	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCE OF FUNDS	\$ 50,000	\$ 105,611	\$ -	\$ 37,500	\$ 37,500	\$ 37,500	\$ -	\$ -	\$ -	\$ 230,611
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	50,000	105,611	-	37,500	37,500	37,500	-	-	-	230,611
TOTAL GFAR	\$ 50,000	\$ 105,611	\$ -	\$ 37,500	\$ 37,500	\$ 37,500	\$ -	\$ -	\$ -	\$ 230,611
GRANTS & AWARDS										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ 50,000	\$ 105,611	\$ -	\$ 37,500	\$ 37,500	\$ 37,500	\$ -	\$ -	\$ -	\$ 230,611

Town Infrastructure & Facilities Projects



TOWN-WIDE

Project Name Emergency Preparedness**Project Number** 821-2012**Department** Emergency Manager**Project Manager** Community Outreach Coordinator (PD)

Description This project will fund improvements to emergency communication systems to enhance emergency preparedness and response, and to upgrade Community Emergency Response Team (CERT) Incident Command Post (ICP) equipment and supplies.

Location Town-wide

Project Background During local, state and/or national emergencies, communication is a critical component to protect public health and safety. Five areas of improvements have been identified to support emergency communications: Civilian Emergency Radio System, neighborhood incident command posts (ICP), the Town's Emergency Operations Center (EOC), the CERT trailer, and messaging between the ICP's, CERT trailer, and the EOC. For each of these five elements communication enhancements are needed to respond to disaster events effectively.

Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project. This project utilizes full-time budgeted staff. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Town Infrastructure & Facilities Projects

Projects Components and Timeline

Project Phase	Original Date	Revised Date
Design	TBD – Contingent on Funding	
Bidding	TBD – Contingent on Funding	
Construction	TBD – Contingent on Funding	
Completion / Project Close Out	TBD – Contingent on Funding	

EMERGENCY PREPAREDNESS										Project 821-2012
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR GRANTS & AWARDS	\$ -	\$ -	\$ 96,780	\$ -	\$ 96,780	\$ -	\$ -	\$ -	\$ -	\$ 96,780
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 96,780	\$ -	\$ 96,780	\$ -	\$ -	\$ -	\$ -	\$ 96,780
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	-	-	-	96,780	-	96,780	-	-	-	96,780
TOTAL GFAR	\$ -	\$ -	\$ 96,780	\$ -	\$ 96,780	\$ -	\$ -	\$ -	\$ -	\$ 96,780
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 96,780	\$ -	\$ 96,780	\$ -	\$ -	\$ -	\$ -	\$ 96,780



TOWN-WIDE

Project Name Annual ADA Compliance Work**Project Number** 821-2013**Department** Parks & Public Works**Project Manager** Town Engineer / Building Official**Description** Annual ongoing source for minor upgrades or improvements needed to support ADA compliance for Town facilities (buildings, parks, sidewalks, etc.)**Location** Town-wide**Project Background** The Town has a number of facilities and amenities that are not compliant with the Americans with Disabilities Act requirements. In executing capital projects staff incorporate compliance upgrades, but this source will allow the updating of minor facilities during the course of routine maintenance.

In FY 2024/25 ADA Transition Plan (Project 812-0129) was closed and the remaining funds transferred to this project.

Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project. This project utilizes full-time budgeted staff. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

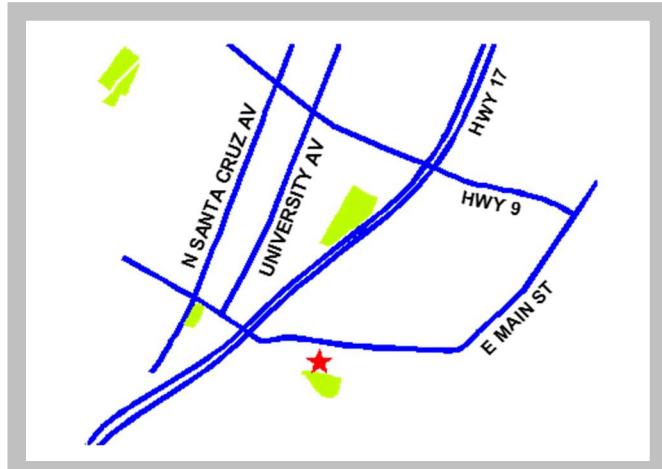
Town Infrastructure & Facilities Projects

Projects Components and Timeline

Project Phase	Original Date	Revised Date
Design	Ongoing	
Bidding	Ongoing	
Construction	Ongoing	

ANNUAL ADA COMPLIANCE WORK											Project 821-2013
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project	
GFAR	\$ -	\$ -	\$ 10,000	\$ 70,000	\$ 80,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 160,000	
GRANTS & AWARDS	-	-	-	-	-	-	-	-	-	-	
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 10,000	\$ 70,000	\$ 80,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 160,000	
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	-	-	10,000	70,000	80,000	20,000	20,000	20,000	20,000	160,000	
TOTAL GFAR	\$ -	\$ -	\$ 10,000	\$ 70,000	\$ 80,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 160,000	
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>	-	-	-	-	-	-	-	-	-	-	
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 10,000	\$ 70,000	\$ 80,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 160,000	

Town Infrastructure & Facilities Projects

**Project Name** ADA Restrooms and HR Offices**Project Number** 821-2117**Department** Parks & Public Works**Project Manager** Facilities Manager**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** This project will upgrade restrooms in the lower level of the Civic Center to make them compliant with the Americans with Disabilities Act. In addition, this project will remodel the HR offices in the Civic Center. Additional funding was added in the 2023/24 budget to replace the handicap ramp to the lower level of Civic Center as required to comply with ADA.

Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project, recovery of costs from grants, and identification of future staffing needs. This project utilizes full-time budgeted staff to support fluctuating workloads. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Town Infrastructure & Facilities Projects

Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date
Design	Summer 2023	Spring 2024
Bid Process	Fall 2023	Fall 2024
Construction	Spring 2024	Winter 2025
Completion	Summer 2024	Spring 2026

CIVIC CENTER ADA RESTROOMS AND HR OFFICES										Project 821-2117	
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated		Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	\$ 74,924	\$ 96,076	\$ 809,000	\$ -		\$ 809,000					
GFAR	\$ 74,924	\$ 96,076	\$ 809,000	\$ -	\$ -	\$ 809,000	\$ -	\$ -	\$ -	\$ -	\$ 980,000
GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL SOURCE OF FUNDS	\$ 74,924	\$ 96,076	\$ 809,000	\$ -	\$ 809,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 980,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated		Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	\$ 74,924	\$ 96,076	\$ 809,000	\$ -		\$ 809,000					
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>	\$ 74,924	\$ 96,076	\$ 809,000	\$ -	\$ -	\$ 809,000	\$ -	\$ -	\$ -	\$ -	\$ 980,000
TOTAL GFAR	\$ 74,924	\$ 96,076	\$ 809,000	\$ -	\$ 809,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 980,000
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>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 809,000	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ 74,924	\$ 96,076	\$ 809,000	\$ -	\$ 809,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 980,000

Town Infrastructure & Facilities Projects



Project Name	Civic Center Plumbing and HVAC Repairs	Project Number	821-2120
Department	Parks & Public Works	Project Manager	Facilities Manager

Description	This project will address leaking plumbing in various locations in the Civic Center.
Location	Civic Center, 110 E Main Street
Project Background	The Civic Center plumbing, including the Heating, Ventilation and Air Conditioning (HVAC) system have had numerous problems over the years due to age of equipment. Plumbing leaks in the ceilings from joints and pinholes occur in locations where piping is wrapped in insulation containing asbestos. Repairing these requires asbestos abatement in addition to piping repairs. The HVAC system in the Civic Center is primarily dependent on hot and cold-water distribution through piping for heating and cooling the facility. Any number of failures can happen and cause the system to fail in providing proper heat or cooling. Facilities has been addressing these on-going and sometimes costly repairs both in-house and through contracted services. These measures are necessary and will prolong the life of these building systems.
Operating Budget Impacts	Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project. This project utilizes full-time budgeted staff. Full-time staff is accounted for in the FY 2024/25 Operating Budget

Town Infrastructure & Facilities Projects

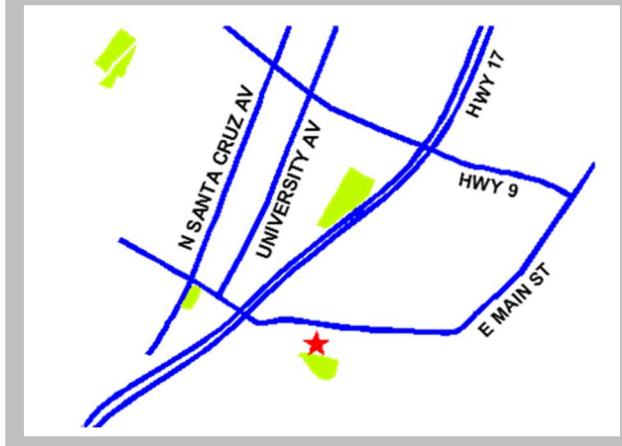
Projects Components and Timeline

Project Phase	Original Date	Revised Date
Design	Fall 2022	
Bidding	Spring 2023	
Construction	Summer / Fall 2023	
Completion / Project Close Out	Winter 2024	

Work on this project is being completed as issue arise rather than as a discrete project.

CIVIC CENTER PLUMBING REPAIR										Project 821-2120
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ 80,000	\$ 40,000	\$ -	\$ -	\$ -	\$ 120,000
GRANTS & AWARDS	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ 80,000	\$ 40,000	\$ -	\$ -	\$ -	\$ 120,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	-	-	40,000	40,000	80,000	40,000	-	-	-	120,000
TOTAL GFAR	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ 80,000	\$ 40,000	\$ -	\$ -	\$ -	\$ 120,000
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ 80,000	\$ 40,000	\$ -	\$ -	\$ -	\$ 120,000

Town Infrastructure & Facilities Projects



Project Name Town Manager Roof Repairs

Project Number 821-2121

Department Parks & Public Works

Project Manager Facilities Manager

Description This project will provide protection from water intrusion and a safe and comfortable workspace for Town staff.

Location Civic Center, 110 E Main Street

Project Background The roof section of the Town Manager's Office at the Civic Center is in need of replacement. This office area houses Town staff for the Manager, IT, Attorney and Clerk. These areas leaked severely in winter 2024 which caused damage to office equipment. Extensive patching was performed but is only considered to be a temporary repair. Replacing this roof will provide approximately 30 years of protection from water intrusion, which will provide a safe and comfortable workspace for Town staff.

Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project. This project utilizes full-time budgeted staff. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Town Infrastructure & Facilities Projects

Projects Components and Timeline

Project Phase	Original Date	Revised Date
Bidding	Summer 2024	
Construction	Summer 2024	
Completion / Project Close Out	Fall 2024	

TMO ROOF REPAIRS										Project 821-2121
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GFAR	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL SOURCE OF FUNDS	GFAR	\$ -	\$ -	\$ 79,640	\$ -	\$ 79,640	\$ -	\$ -	\$ -	\$ 79,640
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	-	-	-	79,640	-	79,640	-	-	-	79,640
TOTAL GFAR	GFAR	\$ -	\$ -	\$ 79,640	\$ -	\$ 79,640	\$ -	\$ -	\$ -	\$ 79,640
GRANTS & AWARDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS		\$ -	\$ -	\$ 79,640	\$ -	\$ 79,640	\$ -	\$ -	\$ -	\$ 79,640

Town Infrastructure & Facilities Projects



Project Name Adult Recreation Center Interim Community Center **Project Number** 821-2208

Department Parks & Public Works **Project Manager** Facilities Manager

Description This project is intended to implement near-term improvements to the Adult Recreation Center to make the space more welcoming for all ages and to create space for community partners to provide services to the community. For reference, this effort is referred to as the Interim Community Center.

Location This project is located at 208 E. Main Street.

Project Background On August 15, 2023, the Town Council allocated \$866,281 for near-term improvements to the Adult Recreation Center. Town Council will continue to provide direction on the type of near-term improvements should be completed.

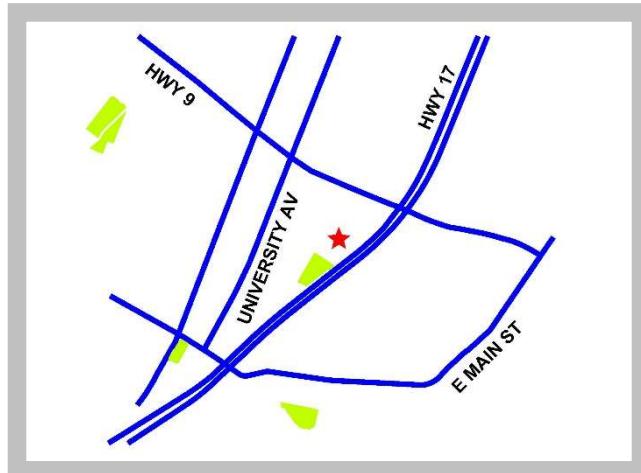
Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project. This project utilizes budgeted staff to support fluctuating workloads. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Town Infrastructure & Facilities Projects

Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date
Design	TBD – pending Town Council direction	
Bid Process	TBD – pending Town Council direction	
Construction	TBD – pending Town Council direction	
Completion	TBD – pending Town Council direction	

ARC – INTERIM COMMUNITY CENTER										Project 821-2208
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR GRANTS & AWARDS	\$ -	\$ -	\$ 866,281	\$ 11,333	\$ 877,614	\$ -	\$ -	\$ -	\$ -	\$ 877,614
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 866,281	\$ 11,333	\$ 877,614	\$ -	\$ -	\$ -	\$ -	\$ 877,614
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	-	-	866,281	11,333	877,614	-	-	-	-	877,614
TOTAL GFAR	\$ -	\$ -	\$ 866,281	\$ 11,333	\$ 877,614	\$ -	\$ -	\$ -	\$ -	\$ 877,614
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 866,281	\$ 11,333	\$ 877,614	\$ -	\$ -	\$ -	\$ -	\$ 877,614



Project Name Building Replacement at Corporation Yard **Project Number** 821-2302

Department Parks & Public Works **Project Manager** Facilities Manager

Description This project replaced an old building at the Parks and Public Works Department (PPW) Corporation Yard that was used for office space and evidence storage. The project also included improvements to the Engineering and Maintenance Building.

Location This project is located at the PPW Corporation Yard at 41 Miles Avenue.

Project Background The maintenance 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 building had several problems including leaking roof and windows, a poor heating and cooling (HVAC) system, and no restroom facility in the building. This building was 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.

The engineering and adjacent warehouse spaces have been remodeled to accommodate the maintenance staff who were displaced with the removal of the old portable building. The current phase of the project involves replacing the evidence building and preparing the space for the materials.

Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project. This project utilizes budgeted staff to support fluctuating workloads. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

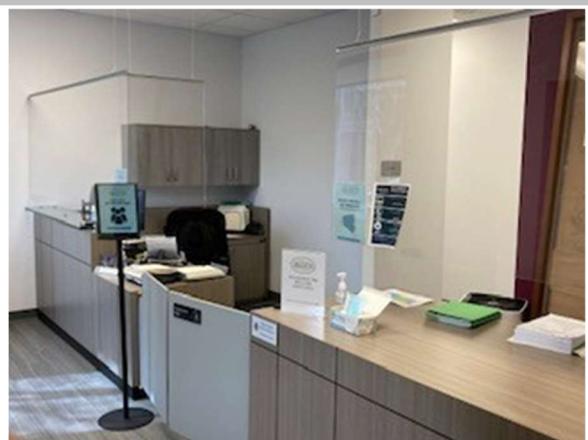
Town Infrastructure & Facilities Projects

Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date
Design	Summer 2020	
Bid Process	Fall 2022	
Construction	Spring 2023	Summer 2023
Completion	Summer 2023	Summer 2024

BUILDING REPLACEMENT AT CORPORATION YARD										Project 821-2302
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR GRANTS & AWARDS	\$ 2,156,661	\$ 239,619	\$ 267,414	\$ -	\$ 267,414	\$ -	\$ -	\$ -	\$ -	\$ 2,663,694
TOTAL SOURCE OF FUNDS	\$ 2,156,661	\$ 239,619	\$ 267,414	\$ -	\$ 267,414	\$ -	\$ -	\$ -	\$ -	\$ 2,663,694
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	2,156,661	239,619	267,414	-	267,414	-	-	-	-	2,663,694
TOTAL GFAR	\$ 2,156,661	\$ 239,619	\$ 267,414	\$ -	\$ 267,414	\$ -	\$ -	\$ -	\$ -	\$ 2,663,694
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ 2,156,661	\$ 239,619	\$ 267,414	\$ -	\$ 267,414	\$ -	\$ -	\$ -	\$ -	\$ 2,663,694

Town Infrastructure & Facilities Projects

**Project Name** Engineering Counter Modifications**Project Number** 821-2310**Department** Parks & Public Works**Project Manager** Facilities Manager**Description** This project will assess consolidation of public counters at the Parks and Public Works Offices.**Location** This project is located at the Engineering & Maintenance Building at the Parks & Public Works Corporation Yard at 41 Miles Ave.**Project Background** Public facing operations for the Parks and Public Works Department were split between two buildings creating confusion for the public when they need to visit offices for services. This project would assess further modifications to the Engineering Building counter to allow for the park reservation desk to be relocated in the same area the Engineering Permit counter, providing one location for the public to interact with PPW staff.**Operating Budget Impacts** Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project. This project utilizes full-time budgeted staff. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

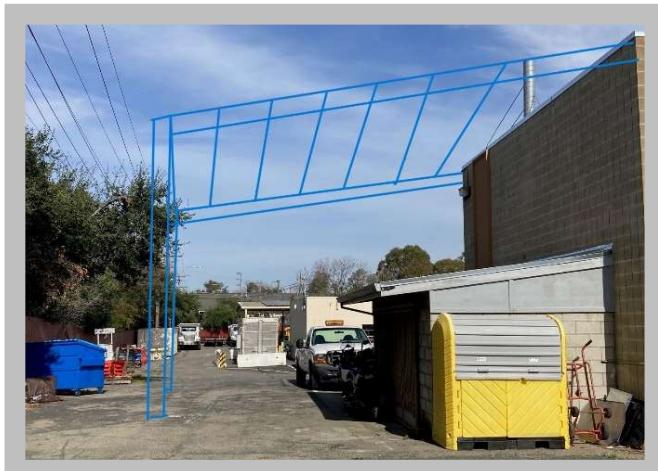
Town Infrastructure & Facilities Projects

Projects Components and Timeline

Project Phase	Original Date	Revised Date
Design	Spring 2023	Fall 2023
Bidding	Fall 2023	Fall 2023
Construction	Winter 2024	Summer 2024
Completion / Project Close Out	Spring 2024	Fall 2024

Bidding of this project was delayed due to lack of bidder interest.

ENGINEERING COUNTER MODIFICATION										Project 821-2310
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR	\$ -	\$ -	\$ 40,000	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
GRANTS & AWARDS	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCE OF FUNDS										
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	-	-	-	40,000	-	40,000	-	-	-	40,000
TOTAL GFAR	\$ -	\$ -	\$ 40,000	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 40,000	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000



Project Name Fleet Service Outdoor Work Area (Design Phase)

Project Number 821-2311

Department Parks & Public Works

Project Manager Facilities Manager

Description Provide workspace for larger vehicles.

Location Parks and Public Works Yard, 41 Miles Avenue

Project Background The vehicle maintenance area does not provide adequate space to maintain vehicles that are currently in the town fleet. The undersized garage bays mean that the mechanics cannot close the doors and secure the work area while larger vehicles are under repair. As a result, larger vehicles are reassembled each evening and moved back into the yard so the garage can be secured.

This project would result in the design of an exterior work area consisting of a concrete pad and shade cover. This will provide a space where larger vehicles can be worked on without them having to be reassembled each evening. The FY 2024/25 budget allocates funding for design so more accurate construction cost estimates can be developed for potential future funding.

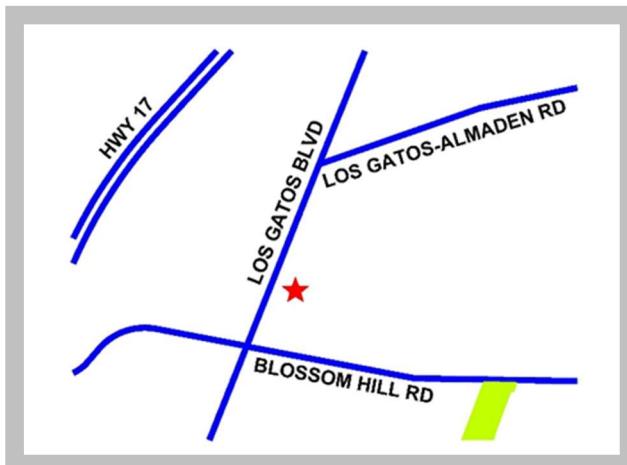
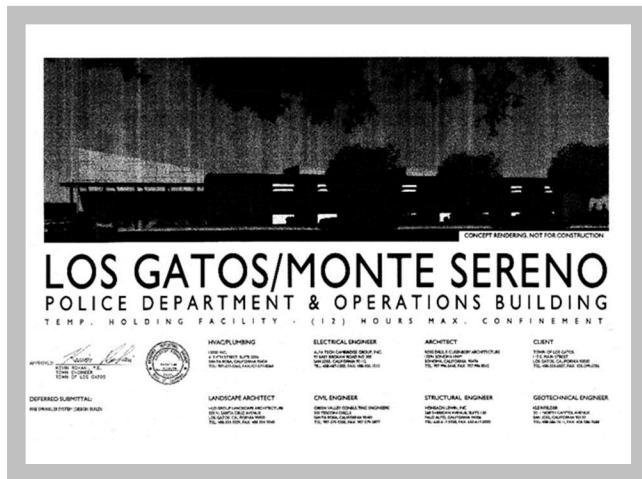
Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project. This project utilizes full-time budgeted staff. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Town Infrastructure & Facilities Projects

Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date
Request for Proposal	Spring 2025	
Design	Spring 2025	
Construction	NA	
Completion (Design Phase)	Fall 2025	

FLEET SERVICE OUTDOOR WORK AREA (DESIGN PHASE)										Project 821-2311
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ 45,000	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ -	\$ 45,000	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	-	-	-	45,000	45,000	-	-	-	-	45,000
TOTAL GFAR	\$ -	\$ -	\$ -	\$ 45,000	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ -	\$ -	\$ -	\$ 45,000	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000



Project Name POB Space Study

Project Number 821-2404

Department Parks & Public Works

Project Manager Facilities Manager

Description To evaluate the Police Operations Building and optimize use of space in an effort to provide office space for all of Police Department staff and equipment to be located in the same building.

Location Police Operations Building - 15900 Los Gatos Blvd

Project Background Police Department staffing and operations is currently split between Town Hall and the Operations Center. This split affects operational efficiency, coordination of services, and is confusing to the public. Locating all services in one facility would resolve or minimize these issues.

Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project. This project utilizes full-time budgeted staff. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Town Infrastructure & Facilities Projects

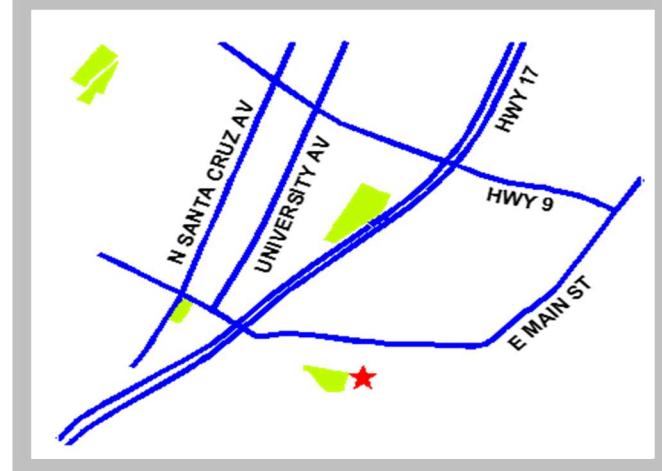
Projects Components and Timeline

Per the direction of Town Council, starting in Fiscal Year 2023/24 the schedule for new projects added this year allows for changes in project schedules to be tracked over the life of a project. This new schedule will be implemented for all projects in next year's CIP.

Project Phase	Original Date	Revised Date
Study	Fall 2024	
Design	TBD – Contingent on Study	
Bidding	TBD – Contingent on Study	
Construction	TBD – Contingent on Study	
Completion / Project Close out	TBD – Contingent on Study	

POB SPACE STUDY										Project 821-2404
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR GRANTS & AWARDS	\$ -	\$ -	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
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
GRANTS & AWARDS										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000

Town Infrastructure & Facilities Projects



Project Name Library Improvements

Project Number 821-2504

Department Parks & Public Works

Project Manager Facilities Manager

Description This project will install sound baffling to the low ceiling in the Library lobby and/or replace the lighting controllers that are at end of their service life.

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 once a viable solution is identified. Funding may be considered for other necessary improvements, such as replacement of lighting controllers or other improvements.

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 Parks and Public Works Department's FY 2024/25 Operating Budget.

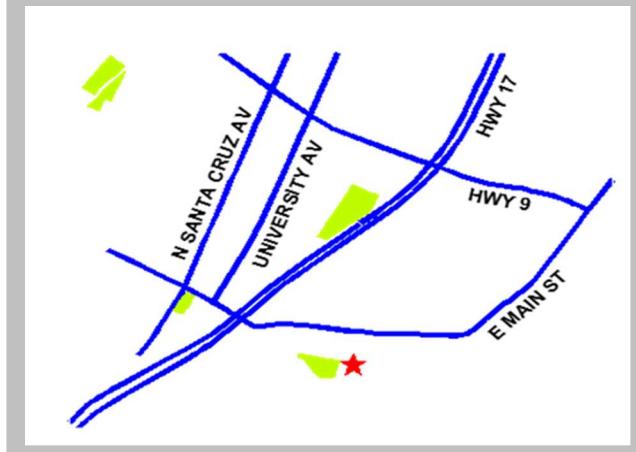
Town Infrastructure & Facilities Projects

Projects Components and Timeline

Project Phase	Original Date	Revised Date
Design	Fall 2023	
Bidding	Spring 2024	
Construction	Spring 2024	
Completion / Project Close Out	Summer 2024	

LIBRARY IMPROVEMENTS										Project 821-2504
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR	\$ -	\$ -	\$ 22,000	\$ -	\$ 22,000	\$ -	\$ -	\$ -	\$ -	\$ 22,000
GRANTS & AWARDS	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCE OF FUNDS	\$ -	\$ -	\$ 22,000	\$ -	\$ 22,000	\$ -	\$ -	\$ -	\$ -	\$ 22,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ -	\$ -	\$ 22,000	\$ -	\$ 22,000	\$ -	\$ -	\$ -	\$ -	\$ 22,000

Town Infrastructure & Facilities Projects



Project Name	Battery Power Supply - Library	Project Number	821-2505
Department	Parks & Public Works	Project Manager	Facilities Manager

Description This project includes the development of a design plan and installation of a battery energy storage tied to the solar photovoltaic (PV) system at the Library.

Location This project is located at the Los Gatos Library, 100 Villa Avenue.

Project Background In FY 2020/21, grant funding became available through Silicon Valley Clean Energy Program and California Office of Emergency Services. To qualify for the grant funding, development of a plan for a community resilience project was required. The Library was chosen as a possible Community Resource Center and became an ideal candidate site for a battery back-up storage system for electric power. The system will provide short term backup power to the Library in the event of a power outage and will be tied to the existing photovoltaic (solar) system for continual regeneration of power. Grant agreements have been put in place. The design phase of the project was completed and construction began in fall 2023. Work has been delayed due to coordination with the utility companies. Completion is expected in fall 2024.

Operating Budget Impacts The project will use staff time for construction management and inspection. The staff time for this project will be reimbursed by the grant. On-going maintenance of the battery storage system should be minimal, with large cost replacement batteries in 7+ years.

ADOPTED
PUBLIC FACILITIES PROGRAM
Town Infrastructure & Facilities Projects
Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date
Bid	Spring 2022	Summer 2023
Construction	Fall 2022	Fall 2023
Completion	Fall 2023	Fall 2024

BATTERY POWER SUPPLY - LIBRARY										Project 821-2505
Source of Funds	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GFAR	\$ 27,182	\$ -			\$ -	\$ -	\$ -	\$ -	\$ 30,000
GRANTS & AWARDS	412,284	100,716	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 513,000
TOTAL SOURCE OF FUNDS	\$ 439,466	\$ 100,716	\$ 2,818	\$ -	\$ 2,818	\$ -	\$ -	\$ -	\$ -	\$ 543,000
Use of Funds	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GFAR	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	27,182	-	2,818	-	2,818	-	-	-	-	30,000
TOTAL GFAR	\$ 27,182	\$ -	\$ 2,818	\$ -	\$ 2,818	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Grants & Awards	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GRANTS & AWARDS	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	412,284	100,716	-	-	-	-	-	-	-	513,000
TOTAL GRANTS & AWARDS	\$ 412,284	\$ 100,716	\$ -	\$ -	\$ 2,818	\$ -	\$ -	\$ -	\$ -	\$ 513,000
TOTAL USE OF FUNDS	\$ 439,466	\$ 100,716	\$ 2,818	\$ -	\$ 2,818	\$ -	\$ -	\$ -	\$ -	\$ 543,000

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

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, are very small and non-ADA compliant. The building serves seniors and having an accessible facility 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. Additional grant funding was provided by County of Santa Clara Board of Supervisors.

Operating Budget Impacts Staff time for design and construction of the project is tracked, which allows for accountability in the costs of the project. This project utilizes full-time budgeted staff. Full-time staff is accounted for in the FY 2024/25 Operating Budget.

Town Infrastructure & Facilities Projects

Project Components and Estimated Timeline

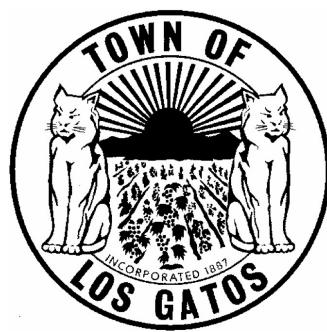
Project Phase	Original Date	Revised Date
Design	Fall 2022	Fall 2023
Bid Process	Spring 2023	Fall 2023
Construction	Spring 2023	Winter 2024
Completion	Fall 2023	Summer 2024

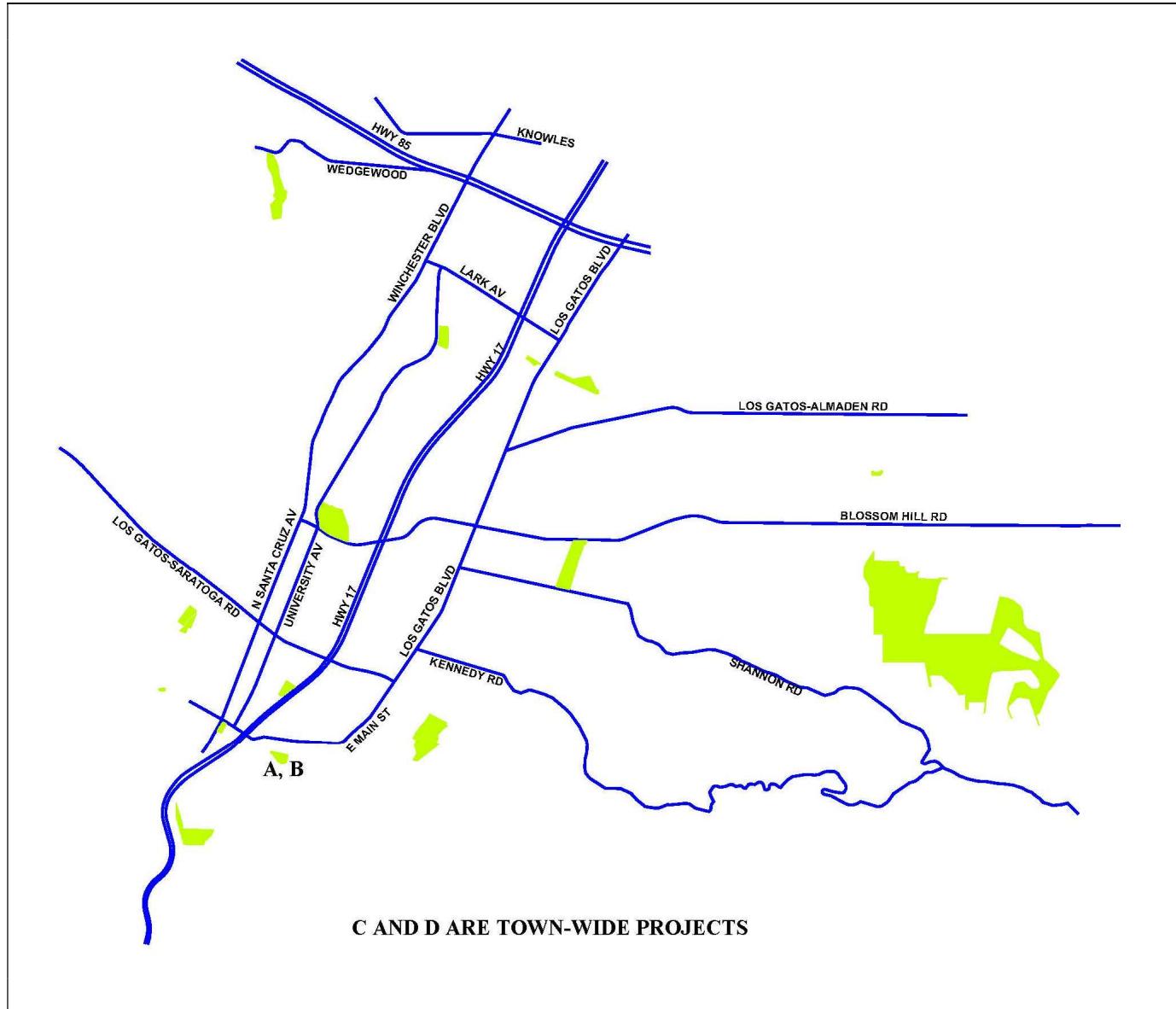
ADA UPGRADE FOR PUBLIC RESTROOMS - ADULT RECREATION BUILDING										Project 821-2601	
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated		Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR GRANTS & AWARDS	\$ 1,720 102,244	\$ 29,589 264,510	\$ 151,691 154,108	\$ -	\$ 151,691 154,108	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 183,000 520,862
TOTAL SOURCE OF FUNDS	\$ 103,964	\$ 294,099	\$ 305,799	\$ -	\$ 305,799	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 703,862
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated		Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	1,720	29,589	151,691	-	-	151,691	-	-	-	-	183,000
TOTAL GFAR	\$ 1,720	\$ 29,589	\$ 151,691	\$ -	\$ 151,691	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 183,000
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>	102,244	264,510	154,108	-	-	154,108	-	-	-	-	520,862
TOTAL GRANTS & AWARDS	\$ 102,244	\$ 264,510	\$ 154,108	\$ -	\$ 154,108	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 520,862
TOTAL USE OF FUNDS	\$ 103,964	\$ 294,099	\$ 305,799	\$ -	\$ 305,799	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 703,862

ADOPTED

PUBLIC FACILITIES PROGRAM

Town Infrastructure & Facilities Projects





PROJECT LOCATIONS	
A	Town-Wide Document Imaging Project
B	Enterprise Resource Planning (ERP) Upgrade
C	EOC Communication Upgrade
D	IT Disaster Recovery Improvements

PROGRAM SECTION DIRECTORY		PAGE
6003	Town-wide Document Imaging Project	E – 40
6101	Enterprise Resource Planning (ERP) Upgrade	E – 42
6103	EOC Communication Upgrade	E – 44
6104	IT Disaster Recovery Improvements	E – 46

Equipment Projects

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

All projects in this section are considered one-time projects, with no ongoing allocations. 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.

FY 2024/25 - 2028/29 CAPITAL IMPROVEMENT PROGRAM EQUIPMENT PROJECTS							
	Expended Through 2023/24	2024/25 Budget & Carryfwd*	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget	Total Budgeted
<i>Carryforward Projects</i>							
6003 Town-wide Document Imaging Project	198,011	16,989	-	-	-	-	215,000
6101 Enterprise Resource Planning Upgrade	1,025,737	576,817	-	-	-	-	1,602,554
6103 EOC Communications Upgrade	25,717	6,000	-	-	-	-	31,717
6104 IT Disaster Recovery Improvements	171,920	28,080	-	-	-	-	200,000
<i>New Projects</i>							
Total Equipment Projects	\$ 1,421,385	\$ 627,886	\$ -	\$ -	\$ -	\$ -	\$ 2,049,271
Total FY 2023/24 Carryforward	\$ 627,886						



Project: Town-Wide Document Imaging Project

Project Number 841-6003

Department Community Development/Police

Project Manager Community Development Director

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).

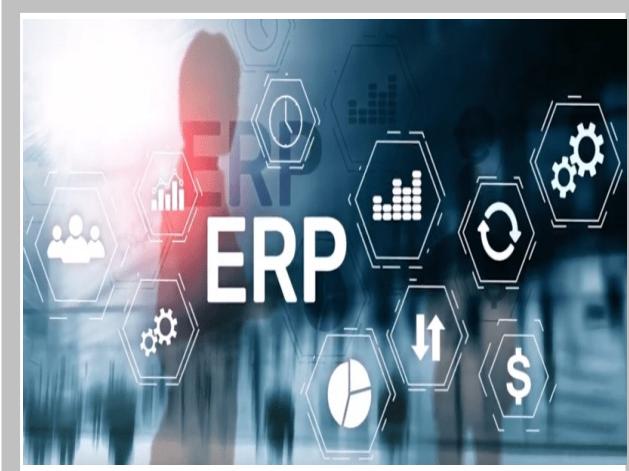
Project Background The Community Development Department has an immediate need to provide electronic storage and retrieval of many archived documents. The electronic retrieval system will allow immediate access to all building and planning files for members of the Community Development Department via 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.

Equipment Projects

Project Components & Estimated Timeline	FY 2024/25	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 Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR GRANTS & AWARDS	\$ 198,011	\$ -	\$ 16,989	\$ -	\$ 16,989	\$ -	\$ -	\$ -	\$ -	\$ 215,000
TOTAL SOURCE OF FUNDS	\$ 198,011	\$ -	\$ 16,989	\$ -	\$ 16,989	\$ -	\$ -	\$ -	\$ -	\$ 215,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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	-	16,989	-	16,989	-	-	-	-	215,000
TOTAL GFAR	\$ 198,011	\$ -	\$ 16,989	\$ -	\$ 16,989	\$ -	\$ -	\$ -	\$ -	\$ 215,000
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ 198,011	\$ -	\$ 16,989	\$ -	\$ 16,989	\$ -	\$ -	\$ -	\$ -	\$ 215,000



Project Name	Enterprise Resource Planning (ERP) Upgrade	Project Number	841-6101
Department	IT, Finance, and HR	Project Manager	IT Manager

Description This project is replacing the Town's existing financial/human resources system with a more modern ERP system. The new system will enhance the reporting capabilities, streamline process workflows, and provide self-service online services for community members and vendors.

Location The new ERP system will be SaaS based application and hosted by the vendor in Microsoft Azure's cloud infrastructure.

Project Background The current ERP system was originally implemented back in 2008 and has since become outdated. Staff determined that a more modern system was required to meet the demands for more advanced functionalities, improved efficiencies, fiscal transparency, and enhanced systems integration all in a single platform. The new ERP system will include the implementation of the following functional areas:

- Financial Management
- Advanced Scheduling
- Revenue Management
- Human Capital Management

The various modules for each functional area will be implemented through a phased approach spanning a two-year period.

Operating Budget Impacts The cost of the implementation is estimated to be \$1.3 million with an ongoing support & maintenance cost of \$158,000 annually.

Equipment Projects

Project Components & Estimated Timeline	Fall 2021	RFP Process	Selection of new ERP System based on requirements
	Summer 2022	Implementation	Begin phased implementation
	Summer 2024	Completion	All modules functional and business operations live on new system

ENTERPRISE RESOURCE PLANNING UPGRADE										Project 841-6101
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GFAR	\$ 470,129	\$ 555,607	\$ 576,817	\$ -	\$ 576,817	\$ -	\$ -	\$ -	\$ 1,602,553
TOTAL SOURCE OF FUNDS		\$ 470,129	\$ 555,607	\$ 576,817	\$ -	\$ 576,817	\$ -	\$ -	\$ -	\$ 1,602,553
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	470,129	555,607	576,817	-	576,817	-	-	-	-	1,602,553
TOTAL GFAR	\$ 470,129	\$ 555,607	\$ 576,817	\$ -	\$ 576,817	\$ -	\$ -	\$ -	\$ -	\$ 1,602,553
GRANTS & AWARDS										
Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services/Supplies/Equipment	-	-	-	-	-	-	-	-	-	-
Site Acquisition & Preparation	-	-	-	-	-	-	-	-	-	-
Consultant Services	-	-	-	-	-	-	-	-	-	-
Project Construction Expenses	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ 470,129	\$ 555,607	\$ 576,817	\$ -	\$ 576,817	\$ -	\$ -	\$ -	\$ -	\$ 1,602,553



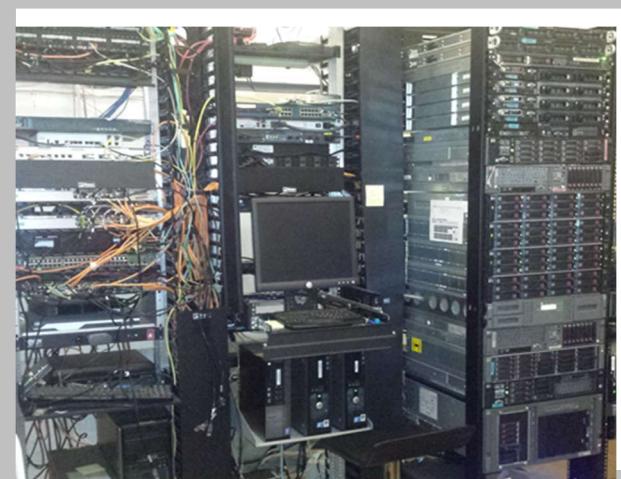
TOWN-WIDE

Project Name EOC Communications Upgrade**Department** Town Manager Office/IT/PD**Project Number** 841-6103**Project Manager** Assistant Town Manager**Description** This project upgraded the Town's Emergency Operations Center (EOC) communication and situational awareness capabilities.**Location** The project enhanced the communication and situational awareness systems within the EOC to create better interoperability and information sharing between Town staff, Public Safety, other agencies, and resident volunteers in the event of an emergency.**Project Background** The recent wildfire disasters in California and lessons learned from prior Town emergency preparedness exercises emphasized the importance of reliable communications 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 implemented this project to create additional situational awareness platforms and multiple seamless communication channels between the Town EOC, County EOC, Town Public Safety staff, Town PPW staff, Town CDD staff, and CERT volunteers. The project is remaining open to facilitate close out.**Operating Budget Impacts** This project used staff time for management.

Project Components and Estimated Timeline

Project Phase	Original Date	Revised Date
Design – Initial Project Development	Summer 2018	NA
Procurement	Fall 2018	NA
Initial Phase Completion	Fall 2020	NA
Design – Additional Project Scope	Fall 2023	Summer 2024

EOC COMMUNICATIONS UPGRADE										Project 841-6103
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
	GFAR	\$ 24,717	\$ 1,000			\$ -	\$ 6,000	\$ -	\$ -	\$ 31,717
TOTAL SOURCE OF FUNDS	GRANTS & AWARDS	\$ 24,717	\$ 1,000	\$ 6,000	\$ -	\$ 6,000	\$ -	\$ -	\$ -	\$ 31,717
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	24,717	1,000	6,000	-	6,000	-	-	-	-	31,717
TOTAL GFAR	\$ 24,717	\$ 1,000	\$ 6,000	\$ -	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ 31,717
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ 24,717	\$ 1,000	\$ 6,000	\$ -	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ 31,717



TOWN-WIDE

Project Name IT Disaster Recovery Improvements
Department Town Manager Office/IT

Project Number 841-6104
Project Manager IT Manager

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, 41 Miles Ave., 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, cloud managed network switches.
Operating Budget Impacts	This project will use staff time for management. The staff time for this project is included in the FY 2024/25 Operating Budget.

Project Components and Estimated Timeline

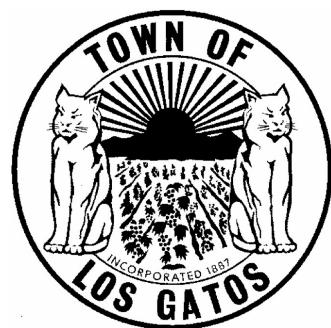
Project Phase	Original Date	Revised Date
Design	Summer 2019	Summer 2024
Procurement	Fall 2019	Summer 2024
Completion	Summer 2023	Fall 2024

IT DISASTER RECOVERY IMPROVEMENTS										Project 841-6104
SOURCE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 Proposed	Total Project
GFAR	\$ 171,163	\$ 757	\$ 28,080		\$ 28,080	\$ -	\$ -	\$ -	\$ -	\$ 200,000
GRANTS & AWARDS	-	-	-	-	-	-	-	-	-	-
TOTAL SOURCE OF FUNDS	\$ 171,163	\$ 757	\$ 28,080	\$ -	\$ 28,080	\$ -	\$ -	\$ -	\$ -	\$ 200,000
USE OF FUNDS	Prior Year Actuals	2023/24 Estimated	Estimated Carryfwd to 2024/25	2024/25 New Funding	2024/25 Budget (w/ Carryforward)	2025/26 Proposed	2026/27 Proposed	2027/28 Proposed	2028/29 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>	171,163	757	28,080	-	28,080	-	-	-	-	200,000
TOTAL GFAR	\$ 171,163	\$ 757	\$ 28,080	\$ -	\$ 28,080	\$ -	\$ -	\$ -	\$ -	\$ 200,000
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>	-	-	-	-	-	-	-	-	-	-
TOTAL GRANTS & AWARDS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL USE OF FUNDS	\$ 171,163	\$ 757	\$ 28,080	\$ -	\$ 28,080	\$ -	\$ -	\$ -	\$ -	\$ 200,000

ADOPTED

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.

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.

Glossary of Terms

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.

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

Glossary of Terms

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.

Financial Summaries – by Fund

Total CIP Fund Summary.....	B – 9
Fund 411 - GFAR Fund	B – 10
Fund 471 – Traffic Mitigation Fund	B – 13
Fund 421 – Grants Fund.....	B – 15
Fund 461/462/463 – Storm Basin Funds	B – 17
Fund 472 – Utility Underground Fund.....	B – 19
Fund 481 – Gas Tax Fund	B – 21

Financial Summaries – by Program

Streets Program.....	B – 5
Parks Program.....	B – 5
Public Facilities Program.....	B – 6

FY 2023/24 Completed, Consolidated, or Withdrawn CIP Projects.....A – 15

Glossary.....F – 1

Parks Program - Park Improvement Projects

Creekside Turf Replacement.....	D – 12
Oak Meadow Bandstand Area Improvements	D – 6
Oak Meadow Park Plane Recoating.....	D – 8
Parks Playground Fibar Project.....	D – 14
Pinehurst Community Garden	D – 16
Sports Court Resurfacing	D – 18
Town Plaza Turf Repairs.....	D – 10

Parks Program – Trail Improvement Projects

Charter Oaks Trail Improvements	D – 24
Los Gatos Creek Trail to Highway 9 Trailhead Connector Project	D – 28
Lynne Ave Pedestrian Path Design	D – 32
Open Space Trail Upgrades.....	D – 26
Vegetation Management – Town-Wide	D – 30

Public Facilities Program – Equipment Projects

Enterprise Resource Planning (ERP) Upgrade.....	E – 42
EOC Communication Upgrade	E – 44
IT Disaster Recovery Improvements.....	E – 46
Town-Wide Document Imaging Project	E – 40

Public Facilities Program – Infrastructure Projects

ADA Restrooms and HR Offices	E – 14
ADA Upgrade Public Restrooms – Adult Recreation Building	E – 34
Adult Recreation Center Interim Community Center.....	E – 20
Annual ADA Compliance Work	E – 12

Battery Power Supply - Library	E - 32
Building Replacement at Corporation Yard	E - 22
Civic Center Plumbing and HVAC Repairs	E - 16
Emergency Preparedness	E - 10
Engineering Center Modifications	E - 24
Fleet Service Outdoor Work Area (Design Phase)	E - 26
Library Improvements	E - 30
POB Space Study	E - 28
Public Art Gateway Project	E - 8
Town Beautification	E - 6
Town Manager Roof Repairs	E - 18
Streets Program - Bridge Projects	
Highway 17 Bicycle & Pedestrian Bridge – Design	C - 82
Quito Road - Bridge Replacement	C - 80
Timber Bridge Inspection	C - 84
Street Program - Street Improvement Projects	
333 University Avenue Inlet Capacity Improvements	C - 68
709 University Avenue Drainage System Replacement	C - 66
Annual Storm Drain Improvement Project	C - 60
Curb, Gutter, & Sidewalk Maintenance	C - 38
Downtown Parking Lots Seal Coat & Restriping	C - 72
Downtown Streetscape Revitalization/Economic Recovery Efforts	C - 46
Harwood/Belridge Drainage Study	C - 64
State Route 17 Corridor Congestion Relief Project	C - 48
Kennedy Sidewalk & Bike Lanes – LBG to Englewood	C - 52
Loma Street Drainage	C - 62
Overlook Road Trees	C - 56
Parking Lot 4 Repair & Waterproofing	C - 74
Parking Program Implementation	C - 54
Shannon Road Pedestrian and Bikeway Improvements	C - 40
Storm Drainage Mapping	C - 70
Stormwater System – Pollution Prevention Compliance	C - 58
Traffic Signal Modernization	C - 44
Utility Undergrounding Improvements	C - 42
Winchester Class IV Bikeway	C - 50
Streets Program - Street Reconstruction & Resurfacing Projects	
Street Repair & Resurfacing	C - 6
Streets Program - Street Repairs, Maintenance & Safety Projects	

Annual Street Restriping.....	C – 12
Blossom Hill Road – Union to Camden	C – 20
East Main Street Crosswalk Improvements.....	C – 24
Measure B Education & Encouragement.....	C – 28
Retaining Wall & Guardrail Repairs	C – 16
Roadside Fire Fuel Reduction	C – 22
Shannon Road Repair	C – 18
Town-Wide Speed Studies.....	C – 30
Unanticipated Repairs - Annual	C – 14
VMT Mitigation Program	C – 26
Town Manager's Message	A – 1
Summary of Changes	A – 13



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