



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 04/07/2020

ITEM NO: 7

DATE: April 2, 2020
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Transportation Fund for Clean Air (TFCA) Grants for the School Bus Pilot Program and East Main Street Raised Crosswalk/Speed Table Project

- a. Accept a Transportation Fund for Clean Air (TFCA) grant in the amount of \$174,000 from the Santa Clara Valley Transportation Authority (VTA) for the School Bus Pilot Program;
- b. Accept a TFCA grant in the amount of \$86,200 from the VTA for the East Main Street Raised Crosswalk/Speed Table project;
- c. Authorize the Town Manager to negotiate and execute all grant agreements with VTA (Attachment 1); and
- d. Authorize a revenue budget adjustment in the amount of \$87,000 in the Fiscal Year 2019/20 Capital Improvement Program (CIP) Budget for the School Bus Pilot Program to recognize receipt of grant funds. The second year of the grant proceed will be incorporated in the FY 2020/21 capital project budget.

RECOMMENDATION:

Staff recommends that the Town Council:

- a. Accept a Transportation Fund for Clean Air (TFCA) grant in the amount of \$174,000 from the Santa Clara Valley Transportation Authority (VTA) for the School Bus Pilot Program;
- b. Accept a TFCA grant in the amount of \$86,200 from the VTA for the East Main Street Raised Crosswalk/Speed Table project;
- c. Authorize the Town Manager to negotiate and execute all grant agreements with VTA (Attachment 1); and
- d. Authorize a revenue budget adjustment in the amount of \$87,000 in the Fiscal Year 2019/20 Capital Improvement Program (CIP) Budget for the School Bus Pilot Program to recognize receipt of grant funds. The second year of the grant proceed will be incorporated in the FY 2020/21 capital project budget.

PREPARED BY: Ying Smith
Transportation and Mobility Manager

Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, Finance Director, and Parks and Public Works Director

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BACKGROUND:

The Town began a two-route pilot school bus service on January 7, 2019. Currently the Town is providing the service in its second year, serving three schools, including Los Gatos High School, Fisher Middle School, and Blossom Hill Elementary School. The initial 18-month pilot is included in the Fiscal Year 2019/20 Capital Improvement Program (CIP) Budget. At its March 3, 2020 meeting, Town Council directed staff to continue the School Bus Pilot Program for one additional year and to return to Council with options to transition the service to a different model.

The East Main Street Raised Crosswalk/Speed Table project was identified in the Bicycle and Pedestrian Master Plan. Town staff completed a conceptual design and cost estimate in 2018.

DISCUSSION:

In March of 2019, staff submitted two grant applications to VTA seeking funding for these two projects in the TFCA County Program Manager Fund. At the October 3, 2019 meeting, the VTA Board approved the award of grant funds for these two projects. This was the second time the Town applied for grant funds for both projects. The acceptance of these applications demonstrated that these projects would provide a significant reduction in automobile trips and air quality benefits.

The funding agreements for all award projects were delayed due to a request by other agencies to modify the agreement language. However, the funds became available on July 1, 2019 and all eligible expenses are reimbursable retroactively from that date.

The School Bus Pilot Program received an award in the TFCA program's new pilot trip reduction category, which funds emerging mobility projects to reduce single occupancy commute-hour vehicle trips. The TFCA grant fund will be applied to the School Bus Pilot Program in Fiscal Years 2019/20 and 2020/21. At this time, the pilot trip reduction category only allows projects up to two years of funding with no extension.

The design for the East Main Street Raised Crosswalk/ Speed Tables is nearly complete. Prior to bringing this project back to the Town Council for approval of the plans and specifications, staff plans on hosting a public outreach meeting to fully introduce the public to the project and discuss the benefits as well as the impacts. Staff will present the final design to the Town Council prior to bidding, with construction tentatively scheduled for summer of 2021 during the school recess.

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CONCLUSION:

The recommended actions will advance funding for both projects.

COORDINATION:

This project has been coordinated with Finance Department and VTA staff.

FISCAL IMPACT:

If Council approves this item, the Town will receive grant revenue of \$174,000 for two years of service of the School Bus Pilot Program and \$86,200 for the construction of the East Main Street project. Even with these grants, the proposed Capital Improvement Program for next year includes additional requests to complete the required funding for one more year of school busing (\$165,124) and complete the raised sidewalk project (\$86,200). Both grants are awarded on a reimbursement basis and the Town will be eligible for reimbursement once the service has been provided or the infrastructure has been installed.

ENVIRONMENTAL ASSESSMENT:

The recommended actions are not a project as defined under CEQA, and no further action is required. The construction of the East Main Street project is a project as defined under CEQA and is Categorically Exempt, Section 15064.3 (2).

Attachment:

1. TFCA Funding Agreement between the Santa Clara Valley Transportation Authority and Town of Los Gatos FY 2019/20