



**CONSENT CALENDAR**

**Agenda Item # 2**

**AGENDA REPORT SUMMARY**

**Meeting Date:** May 26, 2020

**Subject:** Community Development Block Grant FY 2020/21 Capital Improvement Program Funding

**Prepared by:** Dave Brees, Special Projects Manager

**Reviewed by:** Jim Sandoval, Engineering Services Director

**Approved by:** Chris Jordan, City Manager

**Attachment:**

1. Proposed San Antonio Road and West Portola Avenue Improvements TS-01037 project description

**Initiated by:**

City Council

**Previous Council Consideration:**

June 11, 2019

**Fiscal Impact:**

The FY 2020/21 Community Development Block Grant (CDBG) Capital Improvement Program (CIP) contract will allow the City to proceed with the construction portion of the proposed San Antonio Road and West Portola Avenue Improvements TS-01037 project utilizing up to \$366,577 CDBG CIP funds and additional City CIP funds.

The current Engineer's Estimate for the project is \$837,125 for both design and construction of the improvements. Council approved \$837,125 for the project. Staff will return to Council for approval of the additional funds required when actual construction costs are determined, and the construction contract is awarded.

**Environmental Review:**

Categorically Exempt pursuant to CEQA Section 15301 (c) Improvement of Existing Facilities

**Policy Question(s) for Council Consideration:**

- Does Council desire to utilize up to \$366,577 of CDBG CIP funds on the proposed San Antonio Road and West Portola Avenue Improvements TS-01037 project

---

**Reviewed By:**

City Manager

*CJ*

City Attorney

*JH*

Finance Director

*SE*

---



**Subject:** Community Development Block Grant FY 2020/21 Capital Improvement Program Funding

---

**Summary:**

- Utilizes up to \$366,577 of CDBG CIP funds on the proposed San Antonio Road and West Portola Avenue Improvements TS-01037 project
- Allows for Council to consider use of up to \$366,577 CIP funds for other identified City CIP Projects

**Staff Recommendation:**

1. Authorize the City Manager to execute the FY 2020/21 Community Block Grant Contract;
2. Appropriate up to \$366,577 of eligible Community Block Grant funds to the San Antonio Road and West Portola Avenue Improvements TS-01037 project



**Subject:** Community Development Block Grant FY 2020/21 Capital Improvement Program Funding

---

**Purpose**

To complete the proposed San Antonio Road and West Portola Avenue Improvements TS-01037 project utilizing an external funding source to address pedestrian safety and access barrier removal.

**Background**

Community Development Block Grant (CDBG) Capital Improvement Program (CIP) funds are provided by the U.S. Department of Housing and Urban Development (HUD), through the County of Santa Clara, to small cities within the County. The program funds capital projects that benefit low and very-low income households or otherwise disadvantaged persons. Applicable capital projects include new low-income housing construction or rehabilitation and access improvements that remove existing barriers for the disabled.

The City of Los Altos has traditionally used CDBG funds to assist those considered a “Presumed Benefit”; a category of people who are presumed to be low-income, such as seniors, severely disabled adults, victims of domestic abuse, etc. by installing curb cuts, widening sidewalks, etc. which will remove a barrier impeding disabled access. On June 27, 2017, Council approved a Joint Powers Agreement with the County of Santa Clara that allows the City to continue receiving allocations from the CDBG program through September 2020.

Recently completed Capital Improvement Program projects funded by CDBG CIP grant funds include the sidewalk improvement projects on West Portola Avenue, San Antonio Road, Fremont Avenue, Downtown Parking Plaza Driveway Approaches, and the University Avenue Crosswalk Improvement Project.

**Discussion/Analysis**

CDBG CIP project recommendations are typically presented to Council in the Spring in anticipation of a July 1 contract start date with Santa Clara County (County). Previous annual allocations have ranged from \$60,000 to \$303,000. On May 5, 2020 County staff notified the City of up to a total of \$366,577 of available CDBG CIP funding for Capital Projects within the Joint Powers Authority. The actual dollar amount available to the City will be determined after all agencies have the opportunity to apply for use of the funds. Los Altos’ prorata share of the funds is a minimum of \$64,000 and a maximum of \$366,577 should no other agency apply for the funds.

The proposed San Antonio Road and West Portola Avenue Improvements TS-01037 project has been identified as meeting the required conditions for the use of the CDBG CIP funds. The proposed project will make improvements to the sidewalk and pathway along San Antonio Road and West Portola Avenue. The improvements include replacement or installation of curb ramps, crosswalks,



**Subject:** Community Development Block Grant FY 2020/21 Capital Improvement Program Funding

---

and removal of access barriers. The improvements will enhance pedestrian safety and overall pedestrian access by improving usability, visibility and connectivity

### Options

1) Option #1

- A) Authorize the City Manager to execute the FY 2020/21 Community Block Grant Capital Improvement Program Contract;
- B) Appropriate up to \$366,577 San Antonio Road and West Portola Avenue Improvements TS-01037 project;
- C) Approve and authorize the proposed Intersection Pedestrian Improvement project and authorize the City Manager to execute the Community Development Block Grant contract should contingency funding become available

**Advantages:** Allows for the completion of the San Antonio Road and West Portola Avenue Improvements TS-01037 project utilizing an external funding source and free up City CIP funds for use on other projects.

**Disadvantages:** None

2) Option #2 Not utilize an external funding source for the completion of the San Antonio Road and West Portola Avenue Improvements TS-01037 and complete the project with City CIP funds

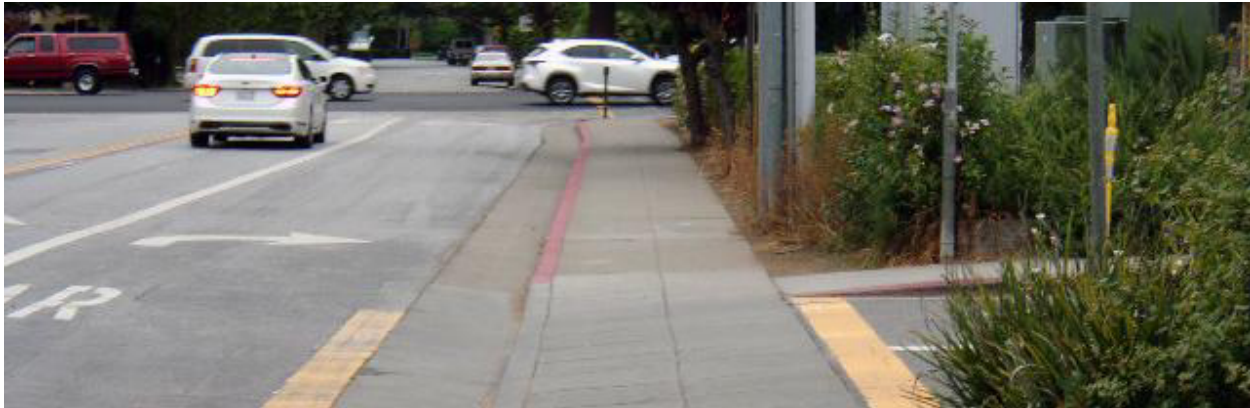
**Advantages:** Allows for the completion of the San Antonio Road and West Portola Avenue Improvements TS-01037

**Disadvantages:** Eliminates up to \$366,577 of City CIP funds for use on other identified projects

### Recommendation

The staff recommends Option 1.

## SAN ANTONIO ROAD & WEST PORTOLA AVENUE IMPROVEMENTS



The San Antonio Road & W Portola Avenue is a primary route for students at Bullis Charter School and Egan Middle School. This project will help to improve the intersection to better accommodate the large amount of student pedestrian and bicyclists traversing through the intersection. Planned intersection improvements include: sidewalk widening along the front of Bullis Charter School, installation of a new crosswalk across San Antonio Road on the north leg of the intersection, and civil improvements to tighten one or more of the intersection returns. A traffic signal modification will provide extinguishable “No Right Turn” signs and “early release pedestrian” signal timing intervals during student crossing activity.

Transportation-Pedestrian/Bicycle Safety		
<b>TS - 01037</b>	Priority: Health & Safety	Project Lead: Trans. Svcs. Mgr.
Initial Funding Year: FY2018/19	Planned Start Date: July 2019	Target Completion Date: December 2020
Project Status: In Progress	Expended as of December 31, 2018: -	Operating Budget Impact: Increased Maintenance Costs

	Prior	2019/20	2020/21	2021/22	2022/23	2023/24	Total
	Appropriations	Budget	Planned	Planned	Planned	Planned	
<b>Project Estimates</b>							
San Antonio Rd & West Portola	837,125	-	-	-	-	-	837,125
<b>Funding Source</b>							
Traffic Impact Fees	837,125	-	-	-	-	-	837,125
<b>Total</b>	<b>837,125</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>837,125</b>