



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 04/01/2025

ITEM NO: 5

DATE: March 27, 2025
TO: Mayor and Town Council
FROM: Chris Constantin, Town Manager
SUBJECT: Receive a Report on the Montebello Bollard Project (CIP No. 813-0235) and Provide Direction to Staff

RECOMMENDATION:

Receive a report on the Montebello Bollard Project (CIP No. 813-0235) and provide direction to staff.

BACKGROUND:

Town Plaza Park is an important space for special events in downtown Los Gatos. The space is used for two annual Town events: Spring into Green and Los Gatos in Lights. Each year it is also used for several community events, e.g., Jazz in the Plaza (10-week event series), Derby Day, and Drums in the Park. The space also hosts other community events throughout the year, including the weekly Farmers Market. Most of these events require the closure of Montebello Street at East Main Street and Broadway between South Santa Cruz Avenue and Montebello Street. The Montebello and Broadway closure is implemented approximately 67 times each year, during which time the space fills with pedestrians.

On February 7, 2023, staff presented information to the Town Council regarding the staff resources necessary to support Town and community special events. To more effectively manage the space and staff resources, staff recommended limiting the number of road closures in this area to eight per year on Montebello/Broadway and three per year on South Santa Cruz. At that time Town Council was hesitant to limit the number of events and road closures and requested that staff return to the Council if the limit is approached, before denying any special event permit. Staff agreed and committed to providing periodic updates through the Manager's Memo on the number of event permits received and processed.

PREPARED BY: Saurabh Nijhawan
Senior Civil Engineer

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

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On May 21, 2024, during the budget hearing the Town Council directed the use of \$50,000 from the Downtown Streetscape Revitalization / Economic Recovery Efforts project for the installation of bollards on Broadway and Montebello to provide consistency in how closures are implemented. Staff had recommended this project to ensure the safety of event patrons in the Plaza Park area but had not proposed a project due to a lack of available funding. With this the budget action Town Council provided seed funding for staff to begin evaluating the installation of bollards as protection against vehicle ramming during events.

Parks and Public Works staff developed design plans and posted the project for bidding on October 25, 2024. Seven bids were received and opened in November 2024, with base bids ranging from \$70,000 to \$193,000. On February 18, 2025, all bids were rejected because they came in higher than the allocated funds of \$50,000.

DISCUSSION:

The high construction bids signaled a need for further analysis of road closures. The Town Manager directed staff to develop an objective discussion of options for the Town Council to facilitate discussion. The analysis (Attachment 1) provides background, needs analysis, and evaluates potential solutions based on cost benefit analysis and risk management. The analysis does indicate that the use of bollards would be the best technical and most cost-effective solution to providing event security.

The analysis includes the proposed installation of additional bollards at the Santa Cruz end of Broadway to enhance the protection outside the limits of the street area and onto the adjacent sidewalks (Attachment 2). The updated cost analysis suggests a cost estimate of \$250,000 to \$275,000 for implementation.

In light of recent national events, and continuous cost increases, staff is requesting the Town Council discuss how the installation of the retractable bollards aligns with the Town's Strategic Priorities and provide direction to staff. If the Town Council believes this project remains a priority, staff will consider potential funding sources as part of the development of the Capital Improvement Program Budget for Fiscal Year 2025-26 and allocate funding if it is available.

CONCLUSION:

The installation of bollards within roadways near Plaza Park will require financial resources beyond what was originally envisioned. Staff is seeking direction from the Town Council on whether this project should continue to be considered for funding.

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STRATEGIC PRIORITIES:

The Town’s bollards are related to the core goals of

- **Public Safety** – Ensure public safety through proactive community policing, effective emergency response, and community-wide emergency preparedness
- **Civic Enrichment** – Foster opportunities for citizen involvement, and cultural, recreational, and individual enrichment.

The bollards would enhance public safety during events and facilitates more events with reduced cost and contribute to the following strategic priority:

- **Ensure all residents and visitors feel a sense of belonging in Los Gatos, maintaining and enhancing the Town as a welcoming, family-oriented, safe, and inclusive community.**
 - While the bollard themselves does not meet this strategic priority, the events and activities which occur if limitations to events are lifted can support the priority. Thus, there can be a tangential nexus to the priority, but the nexus requires subsequent actions which are not assured by the decision on bollards.

FISCAL IMPACT:

There are no fiscal impacts associated with this action. If the Town Council still feels this project is a priority, staff will propose additional funding through the Fiscal Year 2025-26 Capital Improvement Program budget process. Based on the current opinion of probable costs, an additional \$225,000 from the originally allocated \$50,000 may be needed to see this project through construction, for a total estimated cost of \$275,000. The table below reflects the fiscal status of Project 813-0235 Downtown Streetscape Revitalization/Economic Recovery, including the \$50,000 allocated to the Montebello Bollard effort during Fiscal Year 2024/25.

Downtown Streetscape Revitalization/Economic Recovery CIP Project 813-0235		
	Budget	Costs
GFAR - Downtown Streetscape	\$ 2,341,640	
GFAR - Montebello Bollard Project	\$ 50,000	
Total Budget	\$ 2,391,640	
General Project Expenses - Downtown Streetscape		\$ 2,289,722
General Project Expenses - Montebello Bollards		\$ -
Total Expenditures		\$ 2,289,722
Project Balance - Downtown Streetscape		\$ 51,918
Project Balance - Montebello Bollards		\$ 50,000

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CEQA:

This action does not constitute a project as defined under the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines Section 15378(b), which states that a project does not include continuing administrative or maintenance activities, general policy and procedure making, or other governmental fiscal activities which do not involve a commitment to any specific project. The recommended action involves only discussion, informational updates, administrative direction, or preliminary policy review, without committing the City to a specific activity or physical change to the environment.

ATTACHMENTS

1. Alternatives Analysis – Vehicle Ramming Prevention at Plaza Park
2. Concept Sketch of Proposed Bollard Locations