



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 04/15/2025

ITEM NO: 7

DATE: April 10, 2025
TO: Mayor and Town Council
FROM: Chris Constantin, Town Manager
SUBJECT: Approve Actions Related to the 2016 Measure B Education & Encouragement Grant (CIP Project No. 812-0134), Authorize the Town Manager to Execute an Amended and Restated Funding Agreement with Santa Clara Valley Transportation Authority (VTA) for the Bicycle and Pedestrian Education and Encouragement Program, and Authorize Expenditure Budget Adjustments of \$1,013 for Non-Reimbursable Expenses and \$45,380 for Grant Allocations

RECOMMENDATION:

Approve the following actions related to the 2016 Measure B Education & Encouragement Grant (CIP Project No. 812-0134):

- a. Authorize the Town Manager to execute the Amended and Restated Funding Agreement between the Town of Los Gatos and the Santa Clara Valley Transportation Authority (VTA) for the 2016 Measure B Bicycle and Pedestrian Education and Encouragement Program (Attachment 1);
- b. Authorize expenditure budget adjustment in the amount of \$1,013 to recognize the Town's contribution to spending for items ineligible for reimbursement; and
- c. Authorize an expenditure budget adjustment in the amount of \$45,380 to recognize the spending of the 2016 Measure B Education and Encouragement allocations.

BACKGROUND:

In 2016 the VTA Board proposed, and the voters of Santa Clara County enacted, the 2016 Measure B program to fund transportation projects in nine categories. One of the categories is Bicycle and Pedestrian programs. That Bicycle and Pedestrian program funding is divided into three categories, one of which is Education and Encouragement programs.

PREPARED BY: Nicolle Burnham
Parks and Public Works Director

Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, and Finance Director

In 2019 the Town of Los Gatos entered into an agreement with VTA to receive Education and Encouragement funding through the 2016 Measure B Program. The initial agreement included two option periods, providing funding to the Town through June 30, 2025. Through the 2016 Measure B Education and Encouragement program the Town has received funding to support programs that promote bicycle and pedestrian safety throughout Town. A portion of these funds support the operation of the Los Gatos Monte Sereno Safe Routes to School Program.

DISCUSSION:

Due to the past success of the 2016 Measure B Education and Encouragement programs, the VTA has proposed to amend and restate the funding agreement that was executed in 2019. This proposed agreement (Attachment 1) is being used for all VTA jurisdictions that receive this funding. The agreement will be valid through March 31, 2047, or until there is no funding remaining in the program.

In preparing this staff report the financial information regarding this grant was reviewed and reconciled. The budget adjustment included herein reconcile the Town's and VTA's records regarding funding received and used to date.

CONCLUSION:

Authorization of this agreement will allow the Town to continue receiving Education and Encouragement funding through the 2016 Measure B Bicycle and Pedestrian Program.

Authorization of expenditure budget adjustment in the amount of \$1,013 will allow recognition of the Town's contribution to the project for expenses ineligible for grant reimbursement.

Authorization of expenditure budget adjustment in the amount of \$45,380 will recognize current VTA allocations to the project and enable project spending.

COORDINATION:

This staff report was coordinated with the Town Attorney's Office and the Finance Department.

SUBJECT: Actions Related to Measure B Education and Encouragement Grant Agreement

DATE: April 10, 2025

FISCAL IMPACT:

The maximum funding allocation for each fiscal year is based upon the VTA Board of Directors adopted biennial budget for the Bicycle and Pedestrian Education and Encouragement program and the VTA annual fund distribution formula as described in the award agreement. Since inception in 2018, the Town of Los Gatos has received a total of \$221,781 in allocations from the VTA. This is an average annual allocation of \$36,963.53. With the proposed funding potentially running through year 2047, there is an estimated \$813,197.70 in funding potential that may be received over the next 22 years.

The fiscal table below reflects the current budget and the proposed expenditure budget adjustments to authorize the spending up to the total allocation amount of \$221,781 and adjustment needed for non-reimbursable expenditure spent. Future allocations from the VTA will be recognized during the annual budget process.

Measure B Education & Encouragement Project		
CIP Project 812-0134 and General Fund 5101 Program		
	Budget	Costs
Total Allocations to Date - 2016 Measure B - Education and Encouragement		
2016 Measure B - Education & Encouragement Grant	\$ 126,645	
2016 Measure B - Education & Encouragement (General Fund Staffing)	\$ 49,765	
GFAR - Non-Reimbursable Expenditure (requested with this staff report)	\$ 1,013	
2016 Measure B - Education & Encouragement (requested with this staff report)	\$ 45,380	
Total Budget	\$ 222,803	
Staff Labor		\$ 66,310
Consultation Services		\$ 30,981
Other Project Expenses		\$ 10,545
Expenses ineligible for grant reimbursement (budget requested with this staff report)		\$ 1,013
Total Expenditures		\$ 108,850
Remaining Project Budget		\$ 113,953

*The amounts above are rounded to the nearest dollar.

ENVIRONMENTAL ASSESSMENT:

This current action is not a project and CEQA is not required.

Attachments:

1. Amended and Restated Funding Agreement