



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 09/19/2023

ITEM NO: 11

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DATE: September 5, 2023  
TO: Mayor and Town Council  
FROM: Laurel Prevetti, Town Manager  
SUBJECT: Provide Direction on the Pinehurst Community Garden (CIP No. 831-4610)  
and Lynn Avenue Pedestrian Path Design (CIP No. 832-4510)

**RECOMMENDATION:**

Provide direction on the Pinehurst Community Garden (CIP No. 831-4610) and Lynn Avenue Pedestrian Path Design (CIP No. 832-4510).

**BACKGROUND:**

In 2021, community members advocated for a community garden on a Town-owned parcel on Pinehurst Avenue and for a pedestrian path parallel to Lynn Avenue between Union Avenue and Pinehurst Avenue (see Attachment 1). The walkway would be located on two separate properties: one owned by the Town and the second owned by Pacific Gas & Electric (PG&E). All three lots (one for the garden and two for the walkway) are encumbered with PG&E infrastructure and land rights, Valley Water easements, and existing utility services. Staff is working with PG&E and Valley Water to secure the necessary permissions and any design requirements for these projects.

At its June 20, 2023 meeting, the Town Council authorized staff to enter into an agreement with Dillingham Associates to provide the necessary design services for both projects. The scope of services for this current phase of work includes project management, evaluation of existing conditions, community engagement, development of conceptual designs, and advancing a preferred design through 35% completion.

**PREPARED BY:** Marina Chislett  
Environmental Programs Specialist

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

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DISCUSSION:

At this time the project is in its early phases with the following work completed or underway:

- Project kick-off meeting held with staff and the consultant team on July 18, 2023;
- Staff and consultant team conducted site visits to observe community garden operations in adjacent communities; and
- Field survey is underway and will be completed in September 2023.

A project schedule is presented in Attachment 2.

In these early phases of concept planning and design, the projects are being developed concurrently so they can fit together and cohesively serve the neighborhood. The community garden was envisioned by the project proponents as a way to revitalize an underutilized Town property and provide a common gathering space. The walkway would enhance underutilized properties across from the community garden, enhance the aesthetics of the space, and improve safety.

For both projects, the consultant team will work with the community to identify needs for each space and will develop plans for a phased implementation, with priority on the basic infrastructure needs. For the community garden, the initial infrastructure would include fencing, handicap parking, raised garden beds, potable water service, a tool shed, and storage bins for compost and similar materials. Optional future items might include a community gathering space, shade structures and fruit trees. The pedestrian path project will focus initial improvements on a walking path and the required stormwater management. Future improvements might include benches, landscaping for shade and other amenities that are inspired via the community process.

Direction from Town Council is a critical first step in the development of concepts for both locations. The project team will hold three community meetings to discuss the projects with residents. The first of these will introduce the project goals, identify the constraints of the sites, outline what type of infrastructure can and cannot be placed on each site, and request ideas from the community. At the second meeting, concept plans for each location will be presented and the community will be invited to comment on the concepts. The third meeting will present a final concept plan and phasing based on feedback received. At each of these three meeting phases, in addition to the community meetings, the project will be placed on a Parks Commission agenda. Additional community input will be sought via these Parks Commission meetings.

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CONCLUSION AND NEXT STEPS:

Staff is seeking direction from Town Council regarding the Pinehurst Community Garden and Lynn Avenue Pedestrian Path. This direction will be used to refine the scope and presentation materials for the initial community meetings, which are expected to be held in fall 2023.

COORDINATION:

This staff report was coordinated with the Town Attorney, Town Manager and Finance Director.

FISCAL IMPACT:

The adopted Fiscal Year 2023/24-2027/28 Capital Improvement Program (CIP) Budget is sufficient for this preliminary design service phase of the Pinehurst Community Garden and the Lynn Avenue Pedestrian Path Design.

Pinehurst Community Garden CIP No. 831-4610			
	Budget through 23/24	24/25 Funding	Costs
GFAR	\$ 285,000	\$ 100,000	
<b>Total Budget</b>		<b>\$385,000</b>	
			<b>Costs</b>
Prior Consultation Services			\$ 14,314
Agreement with Dillingham Associates			\$ 68,108
<b>Total Costs</b>			<b>\$ 82,422</b>
<b>Available Balance</b>			<b>\$302,578</b>
Lynn Avenue Pedestrian Path Design CIP No. 832-4510			
	Budget through 23/24	24/25 Funding	Costs
GFAR	\$ 190,000	\$ 100,000	
<b>Total Budget</b>		<b>\$290,000</b>	
			<b>Costs</b>
Agreement with Dillingham Associates			\$ 55,448
<b>Total Costs</b>			<b>\$ 55,448</b>
<b>Available Balance</b>			<b>\$234,552</b>

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ENVIRONMENTAL ASSESSMENT:

The Council's discussion is not a project as defined under CEQA, and no further action is required. The construction phase of the Pinehurst Community Garden and Lynn Avenue Pedestrian Path are projects as defined under CEQA and environmental review will be completed in future phases.

Attachments:

1. Project Location Map
2. Project Schedule