

City of Scotts Valley CITY COUNCIL STAFF REPORT

DATE: June 20, 2018
TO: Honorable Mayor and City Council
FROM: Jessica Kahn, Civil Engineer
APPROVED: Jenny D. Haruyama, City Manager
SUBJECT: **APPROVAL OF MEASURE D 5-YEAR PROGRAM OF PROJECTS**

SUMMARY OF ISSUE

Measure D, the transportation ballot measure passed by Santa Cruz County voters on November 8, 2016, provides funding for efforts related to maintaining and improving local roads, including pavement, bicycle, and pedestrian infrastructure for a period of ten years. The Regional Transportation Commission (RTC) is responsible for implementation and administration of the measure.

As established in the Measure D Ordinance, all entities receiving Measure D funds are required to develop a five-year program of projects, identifying how each agency plans to use Measure D funds in the upcoming 5 years. The 5-year project list will be updated annually and must be approved following a public hearing.

Projects eligible to be funded by Measure D were reviewed by the Council in consideration of the Five-Year Capital Improvement Plan on April 18, and again as part of the preliminary Annual Budget review on May 16. The City identified four projects to be funded using Measure D funds:

CIP #	Description	Fiscal Year	Amount Funded by Measure D
18	Sidewalk Improvements on Kings Village Road	2018/19	35,000
17	Rehabilitation of Glenwood Drive	2018/19-20	470,000
20	Pavement Rehabilitation – Bean Creek Road	2020/21	500,000
37	Glenwood Open Space Preserve East Trails	2018/19-20	130,000
Total			\$1,135,000

FISCAL IMPACT

Approximately four capital projects totaling \$1.135 million will be funded with Measure D

funds. It is anticipated that in FY 2018/19, the City will receive approximately \$266,000 in Measure D funds.

STAFF RECOMMENDATION

It is recommended that the City Council approve Resolution No. 1923.3 approving the FY 2018/19 to FY 2022/23 five-year program of projects to be funded with Measure D revenues and the Measure D: 5-Year Program of Projects (FY18/19 – FY22/23) for the City of Scotts Valley.

<u>TABLE OF CONTENTS</u>	<u>PAGE</u>
Resolution No. 1923.3 approving Measure D Five Year Program of Projects.....	3
Measure D Five Year Program of Projects	5

RESOLUTION NO. 1923.3

**RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF SCOTTS VALLEY
APPROVING THE FY 2018/19 TO FY 2022/23 FIVE-YEAR PROGRAM OF
PROJECTS TO BE FUNDED WITH MEASURE D REVENUES**

WHEREAS, on November 8, 2016, the voters of Santa Cruz County adopted an ordinance approving the Santa Cruz County Transportation Improvement Plan Measure (“Measure D”), authorizing the Santa Cruz County Regional Transportation Commission (“RTC”) to administer the proceeds from a retail transaction and use tax of one-half of one percent (0.5%); and,

WHEREAS, sales tax proceeds from Measure D will be collected for 30 years beginning April 1, 2017, which are to be used to pay for the programs and projects outlined in the Measure D Expenditure Plan and Ordinance; and,

WHEREAS, the Master Funding Agreement between RTC and the City of Scotts Valley articulates the terms and conditions of RTC’s administration and direct allocation of proceeds to the City as authorized in the Measure D Expenditure Plan; and,

WHEREAS, the Master Funding Agreement requires that the City Council annual adopt an annual report that includes a five-year program of projects including information about each of the projects to be funded with Measure D revenues after holding a public hearing; and,

WHEREAS, the five-year program of projects is considered part of the City’s Five-Year Capital Improvement and Purchase Plan, which was published for public review on the City’s website on April 18, 2018 and reviewed during a public hearing of the proposed FY 2018/19 Annual Budget at the City Council’s regular meeting on May 16, 2018; and,

WHEREAS, the five-year program of projects, attached hereto and incorporated herein, lists the projects proposed by the City that are consistent with the Measure D Expenditure Plan.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the FY 2018/19 to FY 2022/23 Five-Year Program of Projects to be funded with Measure D revenues, attached hereto and incorporated herein, is approved.

The above and foregoing resolution was duly and regularly adopted by the City Council of the City of Scotts Valley at a regular meeting held on the 20th day of June, 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Approved: _____
Jim Reed, Mayor

Attest: _____
Tracy A. Ferrara, City Clerk



**Measure D
5 - Year Program of Projects
Fiscal Year 2018/2019**



Prepared by:
City of Scotts Valley Public Works
701 Lundy Lane
Scotts Valley, CA 95066

Table of Contents

1	5-year Project List.....	3
2	Major Projects.....	4
2.1	Glenwood Drive	5
2.2	Bean Creek Road.....	6
3	Public Process	7
3.1	5- Year Plan.....	7
3.2	Project List.....	8
3.2.1	Glenwood Drive	8
3.2.2	Kings Village Road Sidewalk.....	8
3.2.3	Bean Creek Road	8
3.2.4	Glenwood Open Space Preserve East Trails.....	8
4	Maintenance of Effort.....	9
4.1	Baseline Maintenance of Effort.....	9
4.2	FY 2015/16 - 2018/19 Expenditures	10
	Attachments	10
	Complete Street Project Review Checklist for Major Projects	10

1 5-year Project List

Measure D: 5-Year Program of Projects (FY17/18-FY22/23)

Agency: City of Scotts Valley

Expenditure Plan Category: Neighborhood Projects

Measure D Revenues

	FY18/19	FY19/20	FY20/21	FY21/22	FY22/23
Estimated Annual Measure D Allocations	\$245,351	\$270,174	\$274,011	\$277,898	\$281,836

Amount of Measure funds to be used

Name/Road/ limits	Description, complete streets components	Total Measure D	FY18/19	FY19/20	FY20/21	FY21/22	FY22/23	Total cost estimate	Other Funds \$	Other fund sources	Est. Construction start date	Major project? * (yes/no)
Kings Village Road (Mt. Hermon Road to Bluebonnet Lane)	Improve sidewalks on both sides of the street on Kings Village Road from Mt. Hermon Road to Bluebonnet Lane.	\$ 35,000	\$ 35,000					\$ 306,000	\$ 271,000	RTC RTIP Grant	Summer 2018	No
Glenwood Drive (Casa Way and the City limit)	Widen Glenwood Drive to accommodate bike lanes between Casa Way and the City limits. Construction would include reworking the subgrade, asphalt overlaying, drainage improvements, and restriping to include bike lanes and/or sharrows.	\$ 470,000	\$ 100,000	\$ 370,000				\$ 1,445,000	\$ 975,000	CTC LPP Grant RTC RTIP Grant	Summer 2019	Yes
Bean Creek Road (Monteville to the City limit)	Rework subgrade, asphalt overlaying, drainage improvements, and restriping	\$ 500,000			\$ 500,000			\$ 500,000	\$ -		Summer 2020	Yes
Glenwood Open Space Preserve East Trails	Construction of the east side trail system of the Glenwood Open Space Preserve inclusive of parking facilities and a fully accessible path of travel from the Siltanen Park parking lot to the main trailhead.	\$ 130,000	\$ 130,000					\$ 640,000	\$ -	CTC LPP Grant City CIP Funds Private donations	Fall 2018	No
Estimated Annual Measure D Expenditures			\$ 265,000	\$ 370,000	\$ 500,000	\$ -	\$ -					
Carry over to next fiscal year			(\$19,649)	(\$119,475)	(\$345,513)	(\$67,914)	\$213,058	Note 1				
Annual Interest Earnings on Measure D Revenues				(\$49)	(\$299)	(\$864)	(\$170)					

*For Major Projects (e.g. require CEQA, over \$1M, and/or lots of public interest), provide separate one-page summary with longer description, describe consistency with the Complete Streets Act; Cost/Funding/schedule by phase)

Footnotes

Note 1 - The City of Scotts Valley will provide temporary cash flow as necessary to ensure the projects are completed on a timely basis and in anticipation of annual Measure D revenues to be remitted to the City

2 Major Projects

2.1 Glenwood Drive

2.2 Bean Creek Road

2.1 Glenwood Drive

MEASURE D: MAJOR PROJECT INVESTMENTS
Category: Neighborhood Projects

Rehabilitation on Glenwood Drive

Implementing Agency: City of Scotts Valley

Description/Scope:

This project would widen Glenwood Drive to accommodate bike lanes between Casa Way and the City limits. Construction would include reworking the subgrade, asphalt overlaying, drainage improvements, and restriping to include bike lanes and/or sharrows.

Project Location/Limits:

Glenwood Drive is a local/rural from Scotts Valley Drive extending from Scotts Valley Drive to the City/County boundary and continuing to the intersection of Highway 17 in the County of Santa Cruz.

Glenwood Drive from Casa Lane to the City/County becomes rural serving several low density residential parcels to the City limit. Beyond the City limit the roadway continues rural in nature serving low density Santa Cruz County residential parcels.

Project Purpose/Need/Benefits:

The portion of Glenwood Drive from Scotts Valley Drive to Casa Way is fronted by Scotts Valley High School and medium density residential. This portion was widened to add bicycle lanes and sidewalk in 1999 and 2003.

Past this High School the roadway is deteriorating and lacks any bicycle facilities.

Complete Streets consistency:

Will be completed prior to preliminary design.

Cost/Funding/Schedule Information:

Total funding for this project is \$1,445,000. Primary source of funding would be Measure D Sales Tax revenues, grant from the Regional Transportation Commission – Regional Transportation Improvement Program (RTC-RTIP), and a grant from the California Transportation Commission 2018 Local Partnership Program.

Estimated project schedule:

Preliminary Design	Spring 2018
Final Design	Summer 2018
Develop Bid Specs	Winter 2018/2019
Issue Bids for Construction	Spring 2019
Construction	Summer/Fall 2019

Public Outreach

The following stakeholder groups will be asked to provide input in future on project scope and design: Scotts Valley School District, Santa Cruz Metro, County of Santa Cruz, RTC Bicycle and Elderly and Disabled Committees.

Project Contact:

Jessica Kahn, Civil Engineer
(831) 438-5854
jkahn@scottsvalley.org

2.2 Bean Creek Road

MEASURE D: MAJOR PROJECT INVESTMENTS

Category: Neighborhood Projects

Bean Creek Road Rehabilitation

Implementing Agency: City of Scotts Valley

Description/Scope:

This project would improve Bean Creek Road, between Monteville to the City limits, by reworking the subgrade, asphalt overlaying, drainage improvements, and restriping.

Project Location/Limits:

Bean Creek Road is a local/rural from Scotts Valley Drive extending from Scotts Valley Drive to the City/County boundary and continuing to the intersection of Glenwood Drive in the County of Santa Cruz.

Bean Creek Road from Bluebonnet Lane to the City/County limit is .6 miles of 22', 2 lane road fronting medium high density residential and the Monteville Senior Mobile Home Park. The roadway becomes rural serving several low density residential parcels to the City limit. Beyond the City limit the roadway continues rural in nature serving low density Santa Cruz County residential parcels.

Project Purpose/Need/Benefits:

The portion of Bean Creek Road from Scotts Valley Drive to Bluebonnet Lane is fronted by Scotts Valley Middle School and medium high density residential. This portion was widened to add bicycle lanes and sidewalk, and overlaid using various grant funds in 2009.

Bean Creek Road is heavily used by recreational cyclists as well as a more limited number of pedestrians again as recreation because of its rural, forested nature. Recent complaints by both communities about the poor condition of the roadway surface (poor drainage, potholes, and uneven pavement surfaces) have raised the priority by the City for rehabilitation. City Council directed staff to proceed to seek funds for rehabilitation of the roadway.

Complete Streets consistency:

See attached Complete Street Project Review Checklist.

Cost/Funding/Schedule Information:

Total funding for this project is \$500,000. Primary source of funding would be Measure D Sales Tax revenues. Alternative funding sources could include grant funding from federal and/or state resources and Gas Tax revenues.

Estimated project schedule:

Develop Bid Specs	Spring 2020
Issue Bids for Construction	Summer 2020
Construction	Summer/Fall 2020

Public Outreach

Recent complaints by cyclist and pedestrian communities about the poor condition of the roadway surface have raised the priority by the City for rehabilitation. City Council discussed the concerns at the City Council Meeting on October 16, 2013.

The following stakeholder groups will be asked to provide input in future on project scope and design: Neighborhood Group, County of Santa Cruz, RTC Bicycle and Elderly and Disabled Committees.

Project Contact:

Jessica Kahn, Civil Engineer
(831) 438-5854
jkahn@scottsvalley.org

3 Public Process

3.1 5- Year Plan

Throughout the fiscal year, City staff members continually monitor the functional status and performance of all of the City's physical plant. Maintenance activities supporting City infrastructure are documented and analyzed to determine if rehabilitation or replacement is necessary. In addition, throughout the year, policy direction from the City Council may be received to construct, enhance or rehabilitate City facilities. Staff makes note of these projects and begins to define the scope, nature and extent of projects as may be required.

Each project is assigned a priority category based on staff's professional judgment using the factors and priority levels identified below:

- **Priority A** – project is *essential/critical* to health and safety or legal/regulatory requirements
- **Priority B** – project is *important* to maintaining health and safety or maintaining quality of life, *but not critical*.
- **Priority C** – project is *deferrable* and would only be implemented to the extent that higher priority projects are first funded.

The Measure D 5-Year plan is completed concurrently with the City's Capital Improvements Program (CIP). Prior to or concurrent with the completion of the draft CIP plan, staff will meet with representatives from various city commissions as appropriate to gain input from those bodies relative to CIP projects for which they may have input. Two commissions in particular that have discussions on the City's CIP plans are the ADA Accessibility Committee and the Parks & Recreation Commission.

Starting in FY 2017/18, once the draft plan is created, it is presented to the City Council in a Study Session held in late March or early April. Council then provides direction on each of the projects within the plan and any changes are incorporated into a revised Five Year CIP Plan. Any updates requiring further discussion are provided once again to the City Council at its May Budget Study Session. The CIP Plan is also provided to the Planning Commission in May for their review and concurrence that the proposed five-year plan is consistent with the City's General Plan.

The Council then holds a Public Hearing on the budget, which includes the Five Year CIP Plan, normally the first Wednesday in June. Subject to any public testimony and final Council direction, the final Five Year CIP Plan is prepared, and the project costs associated with any projects which are funded in the next fiscal year are appropriated by the City Council as part of the adoption of the Annual Budget. Project costs are adjusted annually based on updated project schedule and cost information, as well as information on any grants and other funds the City may secure for projects.

Additional public participation has been or will be solicited for the current 5-year program of projects as described below.

3.2 Project List

3.2.1 Glenwood Drive

The following stakeholder groups will be asked to provide input in future on project scope and design: Scotts Valley School District, Santa Cruz Metro, County of Santa Cruz, RTC Bicycle and Elderly and Disabled Committees.

3.2.2 Kings Village Road Sidewalk

The Sidewalk Master Plan prepared in 1996 has been used as the basis for implementation of various sidewalk improvements. Discussion about this length of sidewalk has been brought up repeatedly by the City's ADA committee and has been included for funding in several un-awarded grant applications. There is currently no direct assessable path from Mount Hermon Road to the US Post Office via Kings Village Road.

The following stakeholder groups will be asked to provide input in future on project scope and design: Santa Cruz Metro and Elderly and Disabled Committees.

3.2.3 Bean Creek Road

Complaints by cyclist and pedestrian communities about the poor condition of the roadway surface have raised the priority by the City for rehabilitation. City Council discussed the concerns at the City Council Meeting on October 16, 2013.

The following stakeholder groups will be asked to provide input in future on project scope and design: Neighborhood Groups, County of Santa Cruz, RTC Bicycle and Elderly and Disabled Committees.

3.2.4 Glenwood Open Space Preserve East Trails

In 2003, the City Council approved the development of the 170 acre Glenwood Open Space area and an accompanying Open Space Management Plan. The Plan has recently been completed and embodies a collaborative effort between the City of Scott Valley and the Land Trust of Santa Cruz County to steward the Glenwood Open Space Preserve with concurrence from the US Fish and Wildlife Service. The City held two public meetings in addition to the regularly scheduled Council and Parks and Recreation Commission meetings to develop a Final Trail Access Plan. A variety of other methods have also been used to ensure the public has had an opportunity to submit comments on this project. In addition to the local paper, social media tools were used to engage residents and interested stakeholders. These efforts include the City's website and Facebook, Instagram, and Nextdoor accounts, private social media sites (e.g. My Scotts Valley), and other interested groups such as Scotts Valley School District and Scotts Valley High School Cross Country team

The following stakeholder groups have provided input on project scope and design: Neighborhood Groups, Scotts Valley School District, Scotts Valley Fire Protection District, Land Trust of Santa Cruz County.

4 Maintenance of Effort

The maintenance of effort calculation includes the following:

Revenues: local discretionary revenues, formula funds received for transportation purposes (e.g. gas tax, state transit assistance, FTA5311, etc.). Revenues from special, non-formula, competitive grants, and/or past revenues carried over for special projects and/or emergencies are not part of maintenance of effort calculation but are identified below.

Expenditures: breakdown by transportation purpose, such as ongoing operations, maintenance, transit service type, major projects, street sweeping, pavement, bicycle projects, walkways, as well as outside transportation programs the City has contributed funds to, and agency staffing, overhead and indirect costs.

4.1 Baseline Maintenance of Effort

The baseline “maintenance of effort” was calculated based on the average of revenues and expenditures for transportation purposes in the five fiscal years prior to the start of Measure D allocations.

	MOE Baseline FY12/13-16/17
REVENUES:	
Gas Tax	310,166
Traffic Mitigation Impact Fees	79,909
Drainage Construction Impact Fees	17,605
Investment Income	5,308
TOTAL REVENUES	412,988
EXPENDITURES:	
On-going Operations: Admin & Engineering	(275,150)
Street Maintenance	(353,427)
Street Repairs	(74,372)
Equipment Purchase	(5,000)
Street Signs & Lighting	(50,732)
Major Projects	(100,703)
TOTAL EXPENDITURES	(812,134)

4.2 FY 2015/16 - 2018/19 Expenditures

The table below summarizes revenues and expenditures for transportation purposes in past 3 years and budgeted in current/upcoming fiscal year (FY15/16, FY16/17, FY17/18, FY18/19).

	Budgeted FY 2018/19	Projected FY 2017/18	FY 2016/17	FY 2015/16
REVENUES:				
Gas Tax	300,000	281,700	237,289	261,455
Gas Tax - RMRA Act 2017	215,000	43,000	-	-
Traffic Mitigation Impact Fees	600,000	47,000	95,003	81,216
Drainage Construction Impact Fees	11,500	12,000	9,825	4,730
RSTPX Exchange Funds	100,000	462,300	-	-
Investment Income	7,300	6,500	7,319	6,351
TOTAL REVENUES	1,233,800	852,500	349,436	353,752
EXPENDITURES:				
On-going Operations: Admin & Engineering	(346,000)	(327,500)	(301,337)	(307,668)
Street Maintenance	(450,000)	(500,000)	(396,283)	(364,570)
Street Repairs	(235,000)	(475,000)	(88,510)	(78,194)
Equipment Purchase-Backhoe				(25,000)
Street Signs & Lighting	(30,000)	(35,000)	(32,845)	(87,318)
Drainage Master Plan		(75,000)		
Major Projects:				
Mt. Hermon Rd/Scotts Valley Dr Intersection	(300,000)	(650,000)	(130,165)	(58,429)
Granite Creek Overpass			(206,224)	
Mt. Hermon Road Slurry Seal			(286,032)	
Green Hills Stabilization		(40,000)	(44,151)	
Sunset Terrace Storm Drain		(55,000)		
ADA Street Improvements	(24,000)	(25,000)		
Glenwood Open Space	(190,000)	(650,000)	(130,165)	(58,429)
TOTAL EXPENDITURES	(1,361,000)	(2,062,500)	(1,485,547)	(921,179)

Attachments

Complete Street Project Review Checklist for Major Projects