

Public Services - Permit Center



Danville
Town Offices



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The 2023/24 Operating Budget & Capital Improvement Program

For the Town of Danville and the Successor Agency to the former CDA



OPERATING BUDGET

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OPERATING BUDGET



Budget & CIP Message



TO: Mayor and Town Council

June 6, 2023

SUBJECT: Resolution No. 39-2023: approving the 2023/24 Operating Budget and setting the 2023/24 Appropriation Limit; Resolution No. 40-2023: approving the 2023/24 through 2027/28 Capital Improvement Program and appropriating funds for 2023/24 capital projects; Resolution No. 41-2023SA: approving the 2023/24 Operating Budget for the Successor Agency to the former Community Development Agency of the Town of Danville; and Resolution No. 42-2023, approving the 2023/24 Master Fee Schedule for User and Cost Recovery Fees

SUMMARY

The 2023/24 Operating Budget and Capital Improvement Program (“Budget and CIP”) continues to reflect careful financial planning. All planned services address the Town’s highest priorities. The Budget is balanced, prudent reserves continue to be maintained, and ten-year forecasts show that Danville is holding to a course that is fiscally sustainable.

For 2023/24, total revenues of \$42,505,962 are forecast, including \$40,224,337 for the Town and \$2,281,625 for the Town Successor Agency. Total operating expenditures of \$38,810,476 are recommended, including \$37,628,851 for the Town and \$1,181,625 for the Successor Agency. Recommended capital appropriations for 2023/24 total \$10,147,270.

BACKGROUND

On February 21, 2023, the Town ended the local State of Emergency that was declared at the outset of the Coronavirus pandemic in March 2020. Through a series of actions and outcomes spanning three fiscal years, the Town has successfully navigated the economic impacts of the pandemic upon Town operations.

In November 2022, the Danville Town Offices and Police Department were relocated to new facilities at 500 La Gonda Way. The newer, larger facilities provide a permanent solution to housing these Town operations while providing additional public use space.

Though Town operations have recovered following the pandemic, 2022/23 has posed some additional challenges as the result of an unusually severe winter. On December 31, 2022 and in the weeks that followed, the Town was struck by a series of atmospheric rivers that brought unseasonably heavy rainfall and high winds, causing significant flooding and damage to public and private property. On January 3, 2023, the Town declared a local State of Emergency.

Storm recovery has included clearing flood-related mud and debris, removing numerous fallen or hazardous trees, and extensive roadway repair work. Emergency repair efforts were undertaken to replace a collapsing culvert on Diablo Road and repair a slope failure which is undermining a segment of Front Street. Total recovery and repair costs are currently estimated at \$4.3 million, and the Town is working with FEMA and the California Office of Emergency Services to maximize recovery of these costs.

Looking ahead, new fiscal challenges continue to be presented. Inflation remains above the Federal Reserve price stability goal, further risking a recession in the near future. A potential slowdown in the economy should have less impact on Danville due to a greater proportion of “in person sectors” including hospitality, food service, personal and service industries and smaller-scale, independently owned businesses. Inflationary pressure is driving up costs for personnel, contracted services, materials and supplies. Coupled with skyrocketing utility and insurance costs, this trend is causing expenses to increase at a rate that has begun to outpace revenue growth, potentially affecting the ten-year forecasts which will continue to be monitored and checked.

Ten-year forecasts for 2023/24 through 2032/33 see the Town continuing to chart a fiscally sustainable course, while facing minimally reduced service levels in some areas.

Service Priorities

The Town Government’s mission is to deliver superior municipal services that make people’s lives better. In order to achieve this mission, we:

- keep residents, businesses and property safe
- provide well-maintained public facilities
- protect our environment, preserve our history and retain our special character
- celebrate diversity, dignity and equality for all members of our community
- provide opportunities that support residents’ growth and enrichment
- promote and support economic vitality and growth
- represent and promote Danville’s best interests
- celebrate community through family oriented special events; and
- effectively engage and communicate with residents and businesses

Service Delivery Approach

Fiscal sustainability begins at the policy level and translates into careful management practices and cost-effective service delivery. Municipal services address the highest priority needs through effectively combining Town personnel, contracted or privatized services, and partnerships with other service providers. Technology plays a key role in providing community access to Town services. These approaches have allowed the Town to achieve and maintain:

- balanced annual budgets with positive year-end fund balances
- annual General Fund transfers to fund high priority capital needs
- appropriate operating and capital reserves
- zero unfunded pension or OPEB liabilities; and
- sustainable ongoing ten-year forecasts

Revenue and Expenditure Trends

Property tax continues to be the Town’s largest source of revenue. Economic recovery has been aided by growth in property valuation which has yielded increased property tax revenue. Although the Town receives less than eight percent of total property taxes paid by Danville property owners, increased property valuation has kept pace with inflation and CPI.

Sales tax data shows that businesses have continued with their recovery. Taxable sales for calendar year 2022 increased by 3.4% over 2021 to an all-time high level, with general retail, food products, transportation and business to business sectors performing particularly well. The Town has also benefitted from growth in sales tax from online commerce and federal assistance received in the form of the American Rescue Plan Act (ARPA) of 2021.

Table 1 illustrates the recent history for Danville’s major sources of General Fund and Special Purpose revenues.

Table 1
Revenue History
(In \$ millions)

	<i>2019/20</i>	<i>2020/21</i>	<i>2021/22</i>	<i>2022/23</i>	<i>2023/24</i>
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
Total General Fund	\$31.29	\$29.80	\$26.21	\$28.67	\$30.27
Property Tax	\$15.49	\$16.10	\$15.20	\$16.20	\$17.00
Sales Tax	\$5.60	\$6.60	\$5.25	\$6.00	\$6.50
Franchise Fees	\$2.21	\$2.25	\$2.22	\$2.24	\$2.24
Recreation Fees	\$1.73	\$0.85	\$1.50	\$2.03	\$2.49
All Other	\$6.26	\$4.00	\$2.00	\$2.19	\$2.04
Total Special Revenue	\$9.99	\$10.54	\$9.56	\$9.82	\$9.95
Lighting & Landscape	\$3.21	\$3.19	\$3.13	\$3.13	\$3.13
Building & Planning	\$2.15	\$2.74	\$2.15	\$2.15	\$2.14
Gas Tax	\$1.90	\$1.79	\$1.66	\$1.80	\$1.85
All Other	\$2.73	\$2.82	\$2.62	\$2.74	\$2.84
Total Revenue	\$41.28	\$40.34	\$35.77	\$38.49	\$40.22
CDA/Successor Agency	\$2.30	\$2.30	\$2.27	2.27	\$2.28
Total Town & CDA Revenue:	\$38.62	\$34.35	\$38.05	\$46.01	\$42.50
Operating Expenditures	\$30.02	\$29.01	\$33.25	\$35.75	\$37.63

2023/24 Highlights

A number of significant programs and projects planned for 2023/24 are expected to contribute significantly to the overall quality of life enjoyed by Danville residents.

Economic Development

Supporting a vibrant local economy is a top priority. Town actions are focused on assisting and supporting local businesses, especially “in person sectors” including hospitality, food service, personal and service industries and smaller-scale independently owned businesses. The “Business Boost” grant program approved in May 2023, allocated \$200,000 to support small businesses with one time grants of up to \$3,000.

Partnership for Public Safety

The Danville Police Department continues to partner with the community to protect people, property and rights for all. Community outreach, crime prevention and enforcement efforts resulted in continuing to keep property and violent crimes at near all-time low levels in 2022. Danville received the distinction of “Safest City in California” with a population of 50,000 by Safewise, an independent review website.

Downtown

Design work is proceeding for the first phase of improvements identified in the new Downtown Master Plan that was approved in September, 2022. The Master Plan is aimed at making improvements and taking steps that will more fully activate the Old Town core area. The initial phase of work referred to as the “Catalyst Projects” are focused on beautification improvements along Hartz Avenue and the Church Street corridor. Construction is targeted to begin in fall 2023.

An Age-Friendly Danville

The Senior Advisory Commission continues with efforts to implement recommendations contained in the adopted “Age-Friendly Roadmap”, geared toward improving the quality of life for active adult and senior populations. Specific action steps will implement strategies related to Transportation, Housing, Social Connections and Community Support, Facilities, Activities and Programs in ways that are responsive to community needs and aligned with age-friendly best practices.

Housing

The Town adopted a new General Plan Housing Element in compliance with statutorily mandated state deadlines. The Town is in the process of evaluating comments received back from the State Department of Housing and Community Development to identify how to address these comments in order to receive HCD certification. Town staff continue to work on updating various zoning standards to implement changes needed to accommodate the development of new higher density housing within the Town.

Transportation and Mobility

Diablo Road Trail - Design work continues to construct a new multi-purpose asphalt trail along the south side of Diablo Road. This new 0.9 mile trail segment will connect to the new 0.7 mile trail segment constructed by Davidon Homes as part of the new Magee Preserve project. Once complete, the new trail will connect Blackhawk Road, just east of Jillian Way, through the new Magee Preserve project then west along the south side of Diablo Road, crossing the road to connect to the existing bike path that runs along the north side of Diablo Road to Green Valley Road. The 0.9 mile Town funded segment is fully funded in the CIP at a cost of \$5.7 million and is planned for completion by 2024.

Street and Pavement Maintenance - Public street maintenance is a high priority, with \$8.8 million in expenditures planned to re-surface various residential streets. Camino Ramon, San Ramon Valley Boulevard and El Pintado Loop will undergo significant pavement rehabilitation work, and the annual Pavement Management program will focus on residential streets most in need of treatment. The Town's goal is to maintain a minimum Pavement Condition Index (PCI) of 70. The Town's current PCI is 81.

Facilities

Town-wide Storm Drain Improvements - While completing work on a new Town-wide Storm Drain Master Plan, improvements will be constructed to address deficiencies in areas including Westridge Avenue, Loch Lomond Way, Starview Drive and Pulido Road. This work will be completed by summer 2023. El Pintado Loop is scheduled to receive new drainage improvements as part of a planned pavement rehabilitation project.

2023/24 Operating Budget Summary

The 2023/24 Operating Budget continues to focus on the Town's highest priorities. The budget is balanced, reserves funding for capital projects, and maintains strong reserves. Revenues and expenditures include both Town and Successor Agency components. Revenues are classified as either General Fund or Special Revenue.

Revenues

Total revenues of \$42,505,962 are forecast, including \$40,224,337 for the Town and \$2,281,625 for the Successor Agency. Town revenues include \$30,269,143 for the General Fund and \$9,955,194 in Special Purpose revenues.

General Fund

General Fund revenues are forecast to total \$30,269,143, up 5.6% from 2022/23. Property Tax, Sales Tax, Recreation Fees and Franchise Fees account for 93.2% of General Fund revenues. For 2023/24, the General Fund is forecast to account for 75.3% of Town revenues.

- Property Tax is forecast to total \$17,000,000 (56.2% of total G.F. revenues), up 4.9% from 2022/23. Although the Town receives only 7.6% of total property taxes paid by Danville property owners, strong growth in property valuation continues to increase Property Tax revenues.
- Sales Tax is forecast to total \$6,500,000 (21.5% of total G.F. revenues), up 8.3% from 2022/23. Overall, local businesses have experienced a strong economic recovery pushing sales tax revenues to all time highs. Sales Tax includes the 1% local business (Bradley Burns) share plus the Town's share of the County Pool.
- Recreation Fees and Charges are forecast to total \$2,485,491, up 22.2% from 2022/23. Though revenue recovery continues, the forecast remains 5-10% below pre-pandemic levels, with full recovery expected to take one additional year.
- Franchise Fees are forecast to total \$2,238,788, level with 2022/23.
- All Other General Fund Revenues are forecast to total \$2,044,864, down 6.7% from 2022/23.

Special Purpose (Restricted) Revenue

Special Purpose revenues are forecast to total \$9,955,194, up 1.3% from 2022/23. Lighting and Landscape assessments, Building and Planning fees, Gas Tax, Solid Waste Vehicle Impact Fees, Measure J Return to Source funds and Clean Water assessments, account for 94.7% of Special Purpose revenues. For 2023/24, Special Purpose revenues are forecast to account for 24.8% of Town revenues.

- Lighting and Landscape Assessment District revenues are forecast to total \$3,129,750. Revenue growth is flat due to negligible new development and fixed assessments.
- Building and Planning revenues are forecast to total \$2,139,950, a 0.6% decrease from 2022/23. Building permit and construction activity has remained strong over the past five years.
- Gas Tax (Highway Users Tax) revenues are forecast to total \$1,850,000, a 2.8% increase from 2022/23. Gas Tax funds continue to be critical to the Town's ability to perform ongoing public street maintenance.
- Solid Waste Vehicle Impact Fees are forecast to total \$898,424, up 3.0% from 2022/23. These revenues help to offset the impacts upon Town streets attributable to solid waste and recycling collection vehicles.
- Measure J Return to Source revenues are forecast to total \$836,146, up 8.3% from 2022/23. Gas Tax revenues fund the Town's Street and Traffic Signal Maintenance programs.

- Clean Water Assessment revenues are forecast to total \$572,700, level with 2022/23. Revenue growth is flat due to negligible new development and fixed assessments.

Successor Agency

Redevelopment Property Tax Trust Fund revenues are received to pay Successor Agency Recognized Obligations. Revenues are forecast to total \$2,281,645, up 0.4% from 2022/23.

Expenditures

For 2023/24, total operating expenditures of \$38,810,476 are recommended, including \$37,628,851 for the Town and \$1,181,625 for the Successor Agency.

Town Operating Expenditures

Recommended operating expenditures total \$37,628,851 up 5.2% from 2022/23. Operating expenditures are funded with \$26,804,216 from the General Fund, and \$10,824,635 from Special Purpose revenue.

- General Government expenditures total \$3,082,129, up 11.3% from 2022/23. The increase is attributable to new staffing in the Community Outreach program, increased consultant costs for Community Events and increased personnel costs.
- Police Services expenditures total \$11,323,619, up 1.4%, from 2022/23. Police contract costs increase by 3.7%, offset by reduced costs for temporary salaries, equipment and program activities. Staffing increases by 2.0 Community Services Officers.
- Administrative Services expenditures total \$4,950,754, up 14.9% from 2022/23. The increase is driven by a 52.1% increase in insurance costs resulting from claims against the Town. Animal Control and Library Services contract costs increase by 12.9% and 30.1% respectively, and department personnel costs are increased.
- Development Services expenditures total \$5,374,995, up 3.8% from 2022/23. The increase is largely attributable to increased personnel costs. Development Services is 74.8% funded through Special Purpose Revenue.
- Maintenance Services expenditures total \$8,917,276, up 4.7% from 2022/23. The increase is attributable to increased utility and contract costs in Building, Parks and Roadside Maintenance, and increased personnel costs. Maintenance Services is 69.6% funded through Special Purpose Revenue.
- Recreation, Arts and Community Services expenditures total \$3,980,078, up 4.0% from 2022/23 as service levels and programs continue to transition back to pre-pandemic levels in all areas. The forecast cost recovery rate for the Sports and Fitness, Facilities Management, Cultural Arts, Youth, Teens, Adults and Seniors programs is estimated to be 69.2% for the year, increased from 60.0% in 2022/23.

Total operating expenditures are allocated 38.4% for Employee Expenses, 38.0% for Contracted Services, 12.5% for Program Activities, 4.1% for Materials and Supplies and 7.0% for Temporary Salaries, Administration, Materials and Equipment.

Successor Agency

Successor Agency expenditures total \$1,181,625 to cover debt service payments approved as part of the Town’s Recognized Obligation Payment Schedule (ROPS), and allowable administrative costs.

Lighting and Landscape Assessment District (LLAD) 1983-1

The Townwide LLAD partially funds maintenance of street lighting, roadside landscaping, public parks and buildings. Annual assessments set pursuant to Proposition 218 are combined with transfers from the General Fund to fund LLAD operations. Last increased in 2003, assessments are set at fixed rates with no escalator.

Table 2
2023/24 LLAD Fund Activity

<u>LLAD Zone</u>	<u>Operating & OH Expenses</u>	<u>Assessment Revenue*</u>	<u>Assessment Revenue %</u>	<u>Difference</u>	<u>Transfer In/ G.F. Subsidy</u>	<u>Net Change in Fund Balance</u>
A	\$1,178,130	\$ 583,858	49.6%	(\$ 594,272)	\$ 400,000	(\$ 194,272)
B	\$1,154,975	\$ 746,968	64.7%	(\$ 408,007)	\$ 250,000	(\$ 158,007)
C	\$ 843,462	\$ 664,183	78.7%	(\$ 179,279)	\$ 100,000	(\$ 79,279)
D	<u>\$1,981,586</u>	<u>\$1,134,741</u>	<u>57.3%</u>	<u>(\$ 846,845)</u>	<u>\$ 600,000</u>	<u>(\$ 246,845)</u>
	\$5,158,153	\$3,129,750	60.7%	(\$2,028,403)	\$1,350,000	(\$ 678,403)

* includes interest income on assessment revenue

Revenues of \$4,479,750, include \$3,129,750 from assessments and a \$1,350,000 transfer from the General Fund. Expenditures total \$5,158,153, up 3.6% from 2022/23. For 2023/24, the available LLAD fund balance totals \$2,732,953 down 19.9% from 2022/23.

General Fund Transfers and Designations

Transfers In

Community Development Agency (CDA) Loan Re-Payment – Debt re-payment of \$1,100,000 is included, reducing the balance owed to the Town under the Cooperative Loan agreement between the Town and the former CDA. This loan will be retired in 2025/26.

Transfers Out

Recommended transfers and designations from the General Fund total \$4,862,480, including \$2,200,000 into the Operating Reserve to fund disaster recovery necessitated by the December 31, 2022 and subsequent storms (pending reimbursement from FEMA),

\$1,350,000 to subsidize LLAD operations, \$850,000 for Pavement Management, \$340,000 for Park Facilities, \$72,480 for Civic Facilities and \$50,000 for Asset Replacement. Total General Fund transfers are increased by 2.9% from 2022/23.

Operating Reserve Policy

Resolution No. 35-98 established a minimum Operating Reserve level equivalent to 20% of the annual Operating Budget. The current Operating Reserve of \$13,809,768 will increase to \$16,009,768, inclusive of 2023/24 transfers. This equals 42.5% of the total operating budget, and 59.7% of the General Fund budget.

Staffing and Employee Costs

The Town workforce includes regular employees, contract employees (sworn police officers) from the Contra Costa County Sheriff’s Office, and temporary part-time employees. Table 4 illustrates budgeted staffing for fiscal years 2020/21 through 2023/24.

Table 3
Town Staffing - Total FTEs

	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>
Regular Employees	95.25	92.25	93.25	95.25
Contract Employees (Police)	30.00	30.00	30.00	30.00
Temporary Employees	<u>36.00</u>	<u>35.75</u>	<u>35.75</u>	<u>34.25</u>
	161.25	158.00	159.00	159.50

Employee expenses total \$14,444,303. This includes filling remaining vacant positions, increasing regular staffing by 2.0 positions, adjusting employee salary ranges, and a merit-based salary increase. Town employees receive a 401k defined contribution pension and no Town-funded retirement medical benefits. The Town has no unfunded pension or other post-employment benefit liabilities.

Master Fee Schedule

The Town Council annually reviews all Town fees and charges and adopts a Master Fee Schedule. For 2023/24, Recreation, Arts and Community Services Fees are increased by 2.0% and all other fees and charges remain unchanged from 2022/23.

Ten-Year Forecasts

Ten-year forecasts cover fiscal years 2023/24 through 2032/33. These forecasts are updated annually to assist with planning and to ensure on-going sustainability of service delivery based upon availability of revenues.

Revenues

Forecasts project a 9.3% increase in total revenues, from \$42.5 million in 2023/24 to \$46.5 million in 2032/33. General Fund revenues increase by 14.1%, from \$30.3 million to \$34.5 million; Special Purpose revenues increase by 16.1% from \$9.96 million to \$11.6 million. Successor Agency revenues decline by 84.1% from \$2.3 million to \$361,912 as outstanding debt obligations are retired.

Real Property Tax Trust Fund (RPTTF) revenues received by the Successor Agency continue to fund the recognized obligations of the Agency, but are reduced as Agency debts are retired. Projections assume no increases in current LLAD assessments, Police funds (SLESF, Abandoned Vehicle Abatement or Asset Seizure), Clean Water revenues or Donations.

Operating Expenditures

Operating expenditures increase 21.8%, from \$37.6 million in 2023/24 to \$45.8 million in 2032/33, equivalent to 2.18% annually. Successor Agency expenditures decrease by 84.1% from \$1.18 million to \$361,912, as the 2001 Certificates of Participation and 2001 Taxable Revenue Bonds are retired in 2026/27 and 2028/29, leaving only the 2005 Certificates of Participation to be retired by 2035.

Transfers and Designations

Forecasts project average annual General Fund transfers of \$1,442,361 for Capital, including Pavement Management, CIP General Purpose and Asset Replacement; and \$1,525,000 for LLAD operations. Revenues of \$1,100,000 annually through 2024/25, and \$659,401 in 2025/26 are included for repayment of the outstanding loan to the Town by the former Community Development Agency. This loan is fully repaid in 2025/26.

The ten-year forecast shows that current Town operations are sustainable. With rising contract and utility costs, the Town will need to evaluate LLAD operations and ask property owners for an increase in assessments within the next 2-3 years. LLAD assessments have been set at a fixed rate with no escalator since 2003.

2023/24 Appropriation Limit

The Town is required to adopt an annual limit which fixes the amount of general tax revenue that can be appropriated in the upcoming fiscal year (i.e. the "Appropriation Limit"). The limit is adjusted annually based upon factors provided by the State Department of Finance, and any excess revenue must be returned to the taxpayers.

For 2023/24, population growth in Danville combined with growth in California per capita income are used to arrive at a growth factor of 1.041%. Increasing the 2022/23

appropriation limit by 1.041% results in a 2023/24 appropriation limit of \$51,850,346. FY 2023/24 General Fund revenues are forecast to total \$30,269,143 of which \$25,270,077 is subject to the appropriation limit. This is well below the appropriation limit and no exceedances are projected in the ten-year financial forecast.

2023/24 - 2027/28 Capital Improvement Program

The Town's Five-Year Capital Improvement Program (CIP) identifies current and future capital needs and sources of funding to be appropriated in order to meet those needs. Review and approval of the CIP includes appropriating funding for all 2023/24 projects. Future years 2024/25 through 2027/28 are included for planning purposes.

A total of 29 projects are recommended for 2023/24, with total appropriations of \$10,147,270. Unexpended appropriations of \$22,580,585 remain for prior year projects that are in the planning, design or construction phase. Current plus prior year appropriations total \$32,727,855 for projects that are funded and awaiting completion.

Pavement Management Program

A major component of the CIP is the Pavement Management Program which allows the Town to perform major pavement maintenance on public streets including slurry seals and pavement overlays. The goal of the Program is to maintain a minimum average "Pavement Condition Index" (PCI) of 70+ Town-wide. The Town's current average Town-wide PCI is 81. For 2023/24, \$3 million will be appropriated for Pavement Management, underscoring the high priority assigned to this program by the Town.

SUMMARY

The Town has recovered from the economic and fiscal impacts wrought by the Coronavirus pandemic. Moving forward, the overall fiscal condition remains positive.

The 2023/24 Budget is balanced, restores remaining service levels that were negatively affected by the pandemic and provides for the delivery of quality municipal services that address the highest priority community needs. Recommended capital projects are funded with no debt, and appropriate operating and capital reserves are maintained.

The Town has no unfunded future liabilities related to employee pension or medical costs, and ten-year forecasts for 2023/24 through 2032/33 illustrate that the Town is continuing on a course that continues to be fiscally sustainable.

PUBLIC CONTACT

Posting of the meeting agenda serves as notice to the general public. Notice of the public hearing was published in a newspaper of general circulation. A draft of the Budget and CIP was posted on the Town's website for public review on April 29, 2022.

FISCAL IMPACT

Sufficient revenues are available to fund all 2023/24 recommended operating and capital expenditures while maintaining adequate operating and capital reserves.

RECOMMENDATION

Adopt Resolution No. 39-2023, approving the 2023/24 Operating Budget and setting the 2023/24 Appropriation Limit; Resolution No. 40-2023, approving the 2023/24 through 2027/28 Capital Improvement Program and appropriating funds for 2023/24 capital projects; Resolution No. 41-2023SA, approving the 2023/24 Operating Budget for the Successor Agency to the former Community Development Agency of the Town of Danville; and, Resolution No. 42-2023, approving the 2023/24 Master Fee Schedule for User and Cost Recovery Fees.

Prepared by:


Joseph A. Calabrigo
Town Manager


Lani Ha
Finance Director/Treasurer


Steven Jones
City Engineer

Attachments: A - Resolution No. 39-2023
B - Resolution No. 40-2023
C - Resolution No. 41-2023 SA
D - Resolution No. 42-2023

RESOLUTION NO. 39-2023

**APPROVING THE 2023/24 OPERATING BUDGET
AND SETTING THE 2023/24 APPROPRIATION LIMIT**

WHEREAS, an Operating Budget for FY 2023/24 was submitted to the Town Council on April 28, 2023; and

WHEREAS, the Town Council held three public study sessions on May 2, May 9 and May 16, 2023 to review the draft FY 2023/24 Operating Budget; and

WHEREAS, the Town Council accepted public testimony and studied the proposed Operating Budget; and

WHEREAS, the emphasis in the Operating Budget is focused upon the Town's Mission, which is to deliver superior municipal services that make people's lives better, through:

- keeping residents, businesses and property safe
- providing well-maintained public facilities
- protecting our environment, preserving our history and retaining the special character
- celebrating diversity, dignity and equality for all members of our community
- providing opportunities that support residents' growth and enrichment
- promoting and supporting economic vitality and growth
- representing and promoting Danville's best interests
- celebrating community through family oriented special events
- effectively engaging and communicating with residents and businesses; and

WHEREAS, the Operating Budget proposes programmatic service levels which are within the Town's financial means, while reserving funds for capital projects and maintaining adequate reserve and contingency levels; and

WHEREAS, sufficient revenues are available to fund all 2023/24 expenditures; and

WHEREAS, the Town Council is required to adopt an appropriation limit for proceeds of taxes pursuant to Proposition 111 passed by the voters in June 1990; and

WHEREAS, this limit fixes the amount of general tax revenue that can be appropriated in a given fiscal year; and

WHEREAS, any excess revenue must be returned to the taxpayers; and

WHEREAS, pursuant to Proposition 111, the Town Council has selected population growth within the Town of Danville and growth in California per capita income as the adjustment factors for FY 2023/24; now therefore, be it

RESOLVED that the Danville Town Council hereby:

1. Adopts the FY 2023/24 Operating Budget as recommended.
2. Appropriates General Fund Balances and Special (Restricted) Revenues totaling \$37,628,851 to fund 2023/24 Operating Expenditures.
3. Sets the FY 2023/24 Appropriation Limit at \$51,850,346.
4. Authorizes the Town Manager to execute contracts necessary to provide services, including:
 - \$224,525 with the Contra Costa County Library; and
 - \$394,936 with Contra Costa County Animal Services
5. Adjusts FY 2023/24 Employee Salary Ranges as shown on Exhibit 1; and be it

FURTHER RESOLVED that the Danville Town Council hereby directs the Town staff to publish the FY 2023/24 Operating Budget and directs the Town Manager to implement the FY 2023/24 Operating Budget.

APPROVED by the Danville Town Council at a regular meeting on June 6, 2023, by the following vote:

AYES:
NOES:
ABSTAINED:
ABSENT:

MAYOR

APPROVED AS TO FORM:

ATTEST:

DocuSigned by:
Robert B. Ewing
 895C6C40ADB4BF...

CITY ATTORNEY

CITY CLERK

EMPLOYEE SALARY RANGES

Employee Salary Ranges, effective July 1, 2023, are set as follows:

<u>Office</u>	<u>Minimum</u>	<u>Maximum</u>
Administrative Assistant	\$ 4,782	\$ 6,550
Secretary II	\$ 4,347	\$ 5,955
Secretary I	\$ 3,835	\$ 5,255
 <u>General Government</u>		
Economic Development Director	\$ 11,610	\$ 15,907
City Clerk	\$ 9,244	\$ 12,663
Deputy Town Manager	\$ 9,244	\$ 12,663
Public Information Officer	\$ 8,293	\$ 11,293
Assistant to the Town Manager	\$ 6,785	\$ 9,296
Management Analyst	\$ 6,785	\$ 9,296
Economic Development Specialist	\$ 6,327	\$ 9,015
Graphic Designer	\$ 5,551	\$ 7,607
 <u>Police Services</u>		
Emergency Services Manager	\$ 7,935	\$ 10,872
Community Services & Crime Prevention Specialist	\$ 5,288	\$ 7,243
Community Services Officer	\$ 4,388	\$ 6,306
 <u>Administrative Services</u>		
Finance Director/Treasurer	\$ 11,610	\$ 15,907
Human Resources Manager	\$ 9,244	\$ 12,663
Chief Technology Officer	\$ 9,244	\$ 12,663
Accounting Analyst	\$ 6,785	\$ 9,296
Human Resources Analyst	\$ 6,785	\$ 9,296
Information Technology Analyst	\$ 6,785	\$ 9,296
Information Technology Technician	\$ 5,551	\$ 7,607
Accounting Technician	\$ 4,782	\$ 6,550
Human Resources Technician	\$ 4,782	\$ 6,550
Administrative Services Coordinator	\$ 4,604	\$ 6,306
Account Clerk II	\$ 4,604	\$ 6,306
Account Clerk I	\$ 3,835	\$ 5,255
 <u>Development Services</u>		
Assistant Town Manager/Director	\$ 12,801	\$ 17,537
Deputy Development Services Director	\$ 10,050	\$ 13,715
City Engineer	\$ 10,050	\$ 13,715
Chief Building Official	\$ 9,611	\$ 13,167
Chief of Planning	\$ 9,611	\$ 13,167
Transportation Manager	\$ 9,611	\$ 13,167
Senior Civil Engineer	\$ 8,677	\$ 11,886

	<u>Minimum</u>	<u>Maximum</u>
Senior Planner	\$ 7,935	\$ 10,872
Landscape Architect	\$ 7,935	\$ 10,872
Civil Engineering Associate	\$ 7,935	\$ 10,872
Permit Center Supervisor	\$ 7,420	\$ 10,165
Plans Examiner	\$ 7,420	\$ 10,165
Development Coordinator	\$ 7,420	\$ 10,165
Associate Planner	\$ 6,785	\$ 9,296
Traffic Engineering Associate	\$ 6,785	\$ 9,296
Civil Engineering Assistant	\$ 6,785	\$ 9,296
Program Analyst	\$ 6,580	\$ 9,015
Building Inspector	\$ 6,162	\$ 8,443
Public Works Inspector	\$ 6,162	\$ 8,443
Assistant Planner	\$ 6,162	\$ 8,443
Code Enforcement Officer	\$ 5,749	\$ 7,878
Development Services Technician	\$ 5,006	\$ 6,859
<u>Maintenance Services</u>		
Maintenance Services Director	\$ 11,610	\$ 15,907
Maintenance Superintendent	\$ 8,293	\$ 11,293
Maintenance Supervisor	\$ 6,580	\$ 9,015
Maintenance Specialist	\$ 5,288	\$ 7,243
Maintenance Coordinator	\$ 5,288	\$ 7,243
Maintenance Worker II	\$ 4,604	\$ 6,306
Maintenance Worker I	\$ 4,147	\$ 5,681
<u>Recreation, Arts & Community Services</u>		
Recreation, Arts & C. S. Director	\$ 11,610	\$ 15,907
Recreation Superintendent	\$ 8,293	\$ 11,293
Program Supervisor	\$ 6,580	\$ 9,015
Program Coordinator	\$ 5,288	\$ 7,243
Facilities Attendant	\$ 4,147	\$ 5,681
<u>Temporary Positions (hourly)</u>		
Technical Specialist	\$ 30.22	\$ 41.90
Clerical Assistant	\$ 19.85	\$ 30.87
Program Specialist	\$ 19.85	\$ 30.87
Parking Enforcement Officer	\$ 17.64	\$ 29.22
Parks/Field Prep Worker	\$ 17.64	\$ 29.22
Program Assistant	\$ 17.64	\$ 29.22
Building Attendant	\$ 16.54	\$ 27.57
Police Aide	\$ 16.54	\$ 27.57
Program Leader	\$ 16.54	\$ 22.05

RESOLUTION NO. 40-2023

APPROVING THE 2023/24 THROUGH 2027/28 CAPITAL IMPROVEMENT PROGRAM AND APPROPRIATING FUNDS FOR 2023/24 CAPITAL PROJECTS

WHEREAS, Government Code Section 65401 requires the Town of Danville to make a determination that the 2023/24 through 2027/28 Capital Improvement Program is in conformance with the Town of Danville General Plan; and

WHEREAS, Government Code Sections 65302 et seq. require that the Town of Danville must take into consideration future capital facilities when planning for the development of the community; and

WHEREAS, the Contra Costa Transportation Authority Growth Management Program requires that the Town develop a five-year capital improvement program; and

WHEREAS, the Town of Danville staff has prepared the 2023/24 through 2027/28 Capital Improvement Program; and

WHEREAS, the Danville Planning Commission will review the 2023/24 through 2027/28 Capital Improvement Program after adoption, as needed, and consider findings in conformance with the Town of Danville General Plan; and

WHEREAS, the public notice of this action was given in all respects as required by law; and

WHEREAS, the Town Council did hear and consider all reports, recommendations, and testimony submitted and presented at the hearing; and

WHEREAS, the Town Council has determined that the additional funding requested is available from funding sources as shown within the 2023/24 through 2027/28 Capital Improvement Program; now, therefore, be it

RESOLVED, that the Danville Town Council hereby:

1. Adopts the 2023/24 through 2027/28 Capital Improvement Program as recommended, including new projects, subject to the findings of conformance to the General Plan as determined by the Danville Planning Commission;
2. Appropriates \$10,147,270 for 2023/24 capital improvement projects as shown on Table A in the 2023/24 Capital Improvement Program;

3. Directs the Town staff to publish the 2023/24 through 2027/28 Capital Improvement Program; and
4. Directs the Town Manager to implement the 2023/24 through 2027/28 Capital Improvement Program.

APPROVED by the Danville Town Council at a regular meeting on June 6, 2023 by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

MAYOR

APPROVED AS TO FORM:

ATTEST:

DocuSigned by:
Robert B. Ewing
895C6C40ADB4BF

CITY ATTORNEY

CITY CLERK

RESOLUTION NO. 41-2023 SA

APPROVING THE 2023/24 OPERATING BUDGET FOR THE SUCCESSOR AGENCY TO THE FORMER COMMUNITY DEVELOPMENT AGENCY OF THE TOWN OF DANVILLE

WHEREAS, a 2023/24 Operating Budget for the Successor Agency to the former Community Development Agency was submitted to the Town Council on April 28, 2023; and

WHEREAS, the Town Council held three public study sessions on May 2, May 9 and May 16, 2023 to discuss the proposed Successor Agency Budget; and

WHEREAS, sufficient revenues are available to meet all FY 2023/24 Successor Agency debt service obligations and fund all FY 2023/24 Successor Agency expenditures; now therefore, be it

RESOLVED that the Town Council, acting in their capacity as Successor Agency to the former Community Development Agency of the Town of Danville, hereby appropriates \$1,181,625 and adopts the Successor Agency Budget for FY 2023/24.

APPROVED by the Danville Town Council at a regular meeting on June 6, 2023, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

CHAIR

APPROVED AS TO FORM:

ATTEST:

DocuSigned by:
Robert B. Ewing
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AGENCY ATTORNEY

AGENCY SECRETARY

RESOLUTION NO. 42-2023

**APPROVING THE 2023/24 MASTER FEE SCHEDULE
FOR USER AND COST RECOVERY FEES**

WHEREAS, the Town of Danville charges facility use fees for the rental and use of Town-owned and/or maintained facilities; and

WHEREAS, the Town charges City Clerk, Finance and Police processing fees for the purpose of recovering the reasonable costs of providing these services; and

WHEREAS, the Town charges Development Services processing fees for Planning, Building, Engineering and Transportation for the purpose of recovering the reasonable costs of providing these services; and

WHEREAS, pursuant to Government Code Section 66014(b), cities are authorized to charge and collect fees on development in order to pay for the reasonable costs of preparing and revising planning documents including, but not limited to, the General Plan, Housing Element, special plans and zoning ordinance; and

WHEREAS, the Town Council has determined that pursuant to this statutory authority, it is appropriate to charge and collect a Comprehensive Planning Fee in an amount reasonably necessary to prepare and revise these planning documents, which fee shall be accounted for in a restricted account; and

WHEREAS, the Town Council has previously established such fees as part of the Danville Municipal Code and the annual Master Fee Schedule through resolution; and

WHEREAS, the Town Council conducted a public hearing to receive testimony regarding the proposed increase in user and cost recovery fees, notice of which hearing was provided as required by law; now, therefore, be it

RESOLVED, by the Danville Town Council that the Master Fee Schedule for User and Cost Recovery Fees, as set forth in Exhibit 1 attached hereto, is hereby adopted.

APPROVED by the Danville Town Council at a regular meeting on June 6, 2023, by the following vote:

AYES:
NOES:
ABSTAINED:
ABSENT:

MAYOR

APPROVED AS TO FORM:

ATTEST:

DocuSigned by:
Robert B. Ewing
895C6C40ADB4BF...

CITY ATTORNEY

CITY CLERK

Town of Danville



Master Fee Schedule

For User and Cost Recovery Fees

Fiscal Year 2023/24

Ordinance No. 98-06

Resolution 42-2023

Adopted by the Danville Town Council June 6, 2023

Effective July 1, 2023

Development Services and Community Development Fees

Effective

August 7, 2023

Master Fee Schedule 2023/24

MISCELLANEOUS

	Fee For Service
Photo Copies	\$0.20 per sheet
Records Search	\$50 per hour
Plan Size Copies	\$2 per sheet
Off-Site Document Retrieval Fee	\$90 per document
Administrative Citation Late Fee	\$25
Hartz Avenue Banner Permit	\$250
Street Light Pole Banner Permit	\$100
Electric Vehicle (EV) Charging Station Fee Level 2 stations	\$0.45 per kwh plus \$1 Access Fee
Electric Vehicle (EV) Charging Station Fee Level 3 stations	\$0.55 per kwh plus \$1 Access Fee

CITY CLERK

City Clerk Certification	\$15/document
Certified Copy	\$5 first page, \$3 each additional page
Records on Flash Drive	\$1
Agenda Subscription - Mail	\$30
Recording Fee - Rescind of Notice of Non-Compliance	\$48
Civil Marriage Ceremony Fee	\$200

FINANCE

Town Financial Plan ¹	\$25
Town Comprehensive Annual Financial Report ¹	\$25
Business License Name Listing	\$25
Business License Verification Letter	\$25
Returned Payment Item	\$25
Returned Payment Item (second time)	\$35
Other Business License Fees	Per Ordinance 93-3
Credit Card Processing Fee	2.99%, \$2.00 Minimum

¹The Town Financial Plan, the Town Comprehensive Annual Financial Report and the Town's Municipal Code are available on the Town's web site at www.danville.ca.gov

Master Fee Schedule 2023/24

POLICE

	Fee For Service
Accident Reports	\$5 each
Alarm Response Fee	No Fee – first offense \$50 – second offense \$150 – third offense \$300 – thereafter
A.B.C. Letter for One Day Sale Permit	\$35
Booking Fee Reimbursement	County Charge
Disturbance Call-back	\$60 per hour/officer for second or more calls
Failure to Obey Sign/Marking	\$45
Fingerprinting (Livescan)	\$30 plus agency fee as required
Fingerprinting (ink and card)	\$10 per card
Oversized Vehicle	\$60
Restricted Parking	\$45
Towed Vehicle Release	\$110
Trespass on Public Grounds	\$25
Non-Resident Child Seat Inspection	No Charge
Fix-It Ticket Non-Resident Fee	\$10

Downtown Employee Parking Permits

Zone 1	No Fee
Zone 2 & 3	\$50/year
DUI Emergency Response Reimbursement	Personnel Cost Officer: \$156.44/hr.; \$102.64 Overtime Sergeant: \$177.96/hr.; \$118.72 Overtime

Fees Assessed by Outside Agencies	<u>Actual cost to include but not limited to the following:</u> Lab Costs to include: Urine Test Breath Test Blood Test Blood Withdrawal Services Toxicology Analysis to include: Acid/Neutral Drug Screen Basic Drug Screen Comprehensive Drug Screen Specialty Drug Screens Rush Analysis
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Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

RECREATION, ARTS AND COMMUNITY SERVICES

ALL FEES ARE HOURLY RATE INCLUDES SETUP & CLEANUP	Resident Fee for Service			
	Group III	Group IV	Group V	Group VI
Community Facilities (Resident)	Nonprofit	Private	Commercial	Government*
Danville Community Center				
Valley Oak & Las Trampas w/Kitchen	\$192	\$259	\$362	\$148
Valley Oak w/Kitchen	\$173	\$235	\$327	\$134
Las Trampas Room	\$43	\$58	\$81	\$33
Arts & Crafts Room	\$26	\$35	\$49	\$20
Lounge	\$26	\$35	\$49	\$20
Town Green Hourly w/Bandstand	\$81	\$109	\$152	\$62
Library				
Mt. Diablo Room	\$47	\$63	\$89	\$37
Town Meeting Hall				
Auditorium	\$63	\$86	\$119	\$49
Village Theatre				
Art Gallery	\$45	\$61	\$85	\$35
Hourly Rate/2 hour min.	\$70	\$96	\$134	\$54
Pre-Production/Load-in Rate	\$52	\$70	\$99	\$41
Ticket Surcharge	Actual	Actual	Actual	Actual
Veterans Memorial Building				
Community Hall ABC w/Kitchen	\$173	\$235	\$327	\$134
Community Hall AB w/ Kitchen	\$120	\$163	\$228	\$93
Community Hall BC	\$98	\$133	\$186	\$75
Community Hall A w/Kitchen	\$75	\$102	\$143	\$58
Community Hall B or C	\$61	\$83	\$115	\$47
Meeting Room - Senior Wing	\$64	\$87	\$121	\$49
Arts & Crafts - Senior Wing	\$26	\$35	\$49	\$20
Conference Room	\$21	\$28	\$39	\$16
Oak Hill Park Community				
Banquet Room w/Kitchen	\$173	\$235	\$327	\$134
Meeting Room ABC	\$63	\$86	\$119	\$49
Meeting Rooms AB or BC	\$44	\$59	\$83	\$34
Meeting Rooms A, B or C	\$26	\$35	\$49	\$20
Large Grass Area	\$59	\$80	\$111	\$45
Hap Magee Ranch Park				
Swain House	\$77	\$103	\$144	\$58
Cottage	\$77	\$103	\$144	\$58
Magee House	\$97	\$131	\$184	\$74
Meadow w/Gazebo	\$81	\$109	\$152	\$62

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

*Applicable to government agencies.

Master Fee Schedule 2023/24

RECREATION, ARTS AND COMMUNITY SERVICES

ALL FEES ARE HOURLY RATE INCLUDES SETUP & CLEANUP	Non-Resident Fee for Service			
	Group III Nonprofit	Group IV Private	Group V Commercial	Group VI Government*
Community Facilities (Non-Resident)				
Danville Community Center				
Valley Oak & Las Trampas w/Kitchen	\$230	\$310	\$435	\$148
Valley Oak w/Kitchen	\$208	\$281	\$394	\$134
Las Trampas Room	\$51	\$69	\$97	\$33
Arts & Crafts Room	\$31	\$42	\$58	\$20
Lounge	\$31	\$42	\$58	\$20
Town Green w/Bandstand	\$97	\$131	\$183	\$62
Library				
Mt. Diablo Room	\$56	\$77	\$107	\$37
Town Meeting Hall				
Auditorium	\$75	\$102	\$144	\$49
Village Theatre				
Art Gallery	\$54	\$72	\$102	\$35
Hourly Rate/2 hour min.	\$85	\$114	\$160	\$54
Pre-Production/Load-in Rate	\$63	\$85	\$119	\$41
Ticket Surcharge	Actual	Actual	Actual	Actual
Veterans Memorial Building				
Community Hall ABC w/Kitchen	\$208	\$281	\$394	\$134
Community Hall AB w/Kitchen	\$145	\$196	\$273	\$93
Community Hall BC	\$117	\$159	\$222	\$75
Community Hall A w/Kitchen	\$91	\$122	\$171	\$58
Community Hall B or C	\$73	\$99	\$139	\$47
Meeting Room - Senior Wing	\$78	\$104	\$146	\$49
Arts & Crafts - Senior Wing	\$31	\$42	\$58	\$20
Conference Room	\$25	\$33	\$46	\$16
Oak Hill Park Community				
Banquet Room w/Kitchen	\$208	\$281	\$394	\$134
Meeting Room ABC	\$75	\$102	\$144	\$49
Meeting Rooms AB or BC	\$53	\$71	\$100	\$34
Meeting Rooms A, B or C	\$31	\$42	\$58	\$20
Large Grass Area	\$70	\$96	\$134	\$45
Hap Magee Ranch Park				
Swain House	\$91	\$123	\$172	\$58
Cottage	\$91	\$123	\$172	\$58
Magee House	\$116	\$157	\$219	\$74
Meadow w/ Gazebo	\$97	\$131	\$183	\$62

*Applicable to government agencies.

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

RECREATION, ARTS AND COMMUNITY FACILITIES

ALL FEES ARE HOURLY RATE INCLUDES SETUP & CLEANUP Community Facilities (Resident)	Resident Fee for Service			
	Group III Nonprofit	Group IV Private	Group V Commercial	Group VI Government*

Town-Managed SRVUSD Facilities

<u>Baldwin Elementary School</u>				
Multi-Use Room	SRVUSD	SRVUSD†	NA	SRVUSD†
<u>Diablo Vista Middle School</u>				
Community Gym	SRVUSD	SRVUSD†	NA	SRVUSD†
<u>Los Cerros Middle School</u>				
Community Gym	SRVUSD	SRVUSD†	NA	SRVUSD†
<u>Monte Vista High School</u>				
Community Pool	SRVUSD	SRVUSD†	NA	SRVUSD†
Lifeguard	\$22/hour	\$22/hour	\$22/hour	\$22/hour
Tennis Courts A, B, C & D	\$7/hour	\$10/hour	\$13/hour	\$6/hour
Tennis Courts E, F, G & H	SRVUSD	SRVUSD†	NA	SRVUSD†
<u>San Ramon Valley High School</u>				
Tennis Courts	SRVUSD	SRVUSD†	SRVUSD†	SRVUSD†

†Rate based on the San Ramon Valley Unified School District Fee

Park Facilities

Group Picnics				
Diablo Vista, Hap Magee Ranch, Oak Hill, Osage Station & Sycamore Valley				
Half Day per Table	\$12	\$16	\$22	\$10
<u>Sports Fields/Courts (hourly)</u>				
Tennis Courts	\$10	\$13	\$18	\$8
Bocce Ball Courts	\$16	\$21	\$29	\$12
Sand Volleyball/Outdoor Basketball				
Courts	\$16	\$21	\$29	\$12
Baseball/Softball/Soccer Fields- Natural				
Turf	\$16	\$21	\$29	\$12
Baseball/Softball/Soccer Fields - Artificial				
Turf	\$22	\$29	\$41	\$17
<u>Other (hourly)</u>				
Lighting	\$27	\$36	\$50	\$20
Litter and Special Maintenance	\$49	\$49	\$49	\$49

*Applicable to government agencies.

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

RECREATION, ARTS AND COMMUNITY FACILITIES

ALL FEES ARE HOURLY RATE INCLUDES SETUP & CLEANUP	Non-Resident Fee for Service			
	Group III	Group IV	Group V	Group VI
Community Facilities (Non-Resident)	Nonprofit	Private	Commercial	Government*
Town-Managed SRVUSD Facilities				
<u>Baldwin Elementary School</u>				
Multi-Use Room	SRVUSD	SRVUSD†	NA	SRVUSD†
<u>Diablo Vista Middle School</u>				
Community Gym	SRVUSD	SRVUSD†	NA	SRVUSD†
<u>Los Cerros Middle School</u>				
Community Gym	SRVUSD	SRVUSD†	NA	SRVUSD†
<u>Monte Vista High School</u>				
Community Pool	SRVUSD	SRVUSD†	NA	SRVUSD†
Lifeguard	\$22/hour	\$22/hour	\$22/hour	\$22/hour
Tennis Courts A, B, C & D	\$9/hour	\$11/hour	\$15/hour	\$6/hour
Tennis Courts E, F, G & H	SRVUSD	SRVUSD†	SRVUSD†	SRVUSD†
<u>San Ramon Valley High School</u>				
Tennis Courts	NA	SRVUSD†	SRVUSD†	SRVUSD†

†Rate based on the San Ramon Valley Unified School District Fee

Park Facilities

Group Picnics				
Diablo Vista, Hap Magee Ranch, Oak Hill, Osage Station & Sycamore Valley				
Half Day per Table	\$14	\$19	\$26	\$10
<u>Sports Fields/Courts (hourly)</u>				
Tennis Courts	\$12	\$16	\$22	\$8
Bocce Ball Courts	\$18	\$25	\$34	\$12
<u>Sand Volleyball/Outdoor Basketball Courts</u>				
Courts	\$18	\$25	\$34	\$12
<u>Baseball/Softball/Soccer Fields - Natural Turf</u>				
Turf	\$18	\$25	\$34	\$12
<u>Baseball/Softball/Soccer Fields - Artificial Turf</u>				
Turf	\$26	\$35	\$49	\$17
<u>Other (hourly)</u>				
Lighting	\$32	\$43	\$60	\$20
Litter and Special Maintenance	\$49	\$49	\$49	\$49

*Applicable to government agencies.

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

RECREATION, ARTS AND COMMUNITY FACILITIES

Miscellaneous Fees

All Uses/Groups

Security/Cleaning/Damage Deposit (refundable)

Community Facilities (including meadow and grass area)	Varies per facility
Group Picnics of 100 or more	\$100/ea.

Facility Attendants

Attendant Overtime	\$50/hour
Box Office Attendant	\$25/hour
Theatre Technician	\$25/hour
Theatre Technician Overtime	\$50/hour

Equipment

Portable Projector & Screen	\$131/use
Cocktail Tables	\$11/use
White Ceremony Chairs	\$3/each
Podium	\$34/use

Theatre Equipment

Box Office Set up Fee	\$100/show
Marquee Billing	\$100/show
Follow Spot (including operator)	\$37/ea.
Lighting Design Fee	\$500/use

Facility Reservations/Permits

Photography/Filming Permit	\$383
Change Request	\$18/each
Unscheduled Rental Use	Two times hourly rate
<u>Cancellation Charge</u>	
91 days or more	\$75
61-90 days	Forfeit Deposit
31-60 days	Forfeit Deposit + 50% of rental fees
30 days or less	Deposit + 100% of rental fees

Sports Alliance

Lighting	\$26.61/hour*
Diablo Vista Park - 60 foot lighting	\$17.74/hour*
Soccer/Lacrosse/Rugby Fields	\$6.89/hour*
Baseball/Softball Fields	\$4.24/hour*
Equipment Removal	\$146.36/hour*

* Rates will be adjusted to match SRVUSD rates upon approval.

All fees subject to an annual increase based on the CPI (SF-Oakland)

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

DEVELOPMENT SERVICES - Planning

Environmental Assessment	Fee	Additional Fees
Initial Study leading to standard Declaration of Environmental Significance (ND)	\$1,500	
Environmental Impact Report (EIR)		Consultant fee to prepare EIR plus 33%
Initial Study leading to Mitigated Negative Declaration of Environmental Significance (MND)	\$2,210.00	\$130 hourly after 17 hours of staff work
Consultant prepared Mitigated Negative Declaration of Environmental Significance		Consultant fee to prepare MND plus 33%
Notice of Exemption Projects	\$50	\$50 to County Clerk with Notice of Determination
Notice of Determination		
Department of Fish & Wildlife Notice of Determination Fee for ND or MND	\$2,280.75	Fee is subject to change every calendar year. Please check their web site at www.wildlife.ca.gov
Department of Fish & Wildlife Notice of Determination Fee for EIR	\$3,168.00	
Notice of Determination for County Clerk and remainder to F&W	\$50	

Development Plan

Conceptual or Pre-submittal	\$300-\$600-\$900	\$130/hr after 7 hours of staff work
Preliminary Residential Development Application Administrative - to include minor Scenic Hillside Administrative – Single Family	\$3,120 \$600-\$1,200 \$2,400	\$130/hr after 23 hours of staff work
Public Hearing		
Residential – Minor Projects	\$5,100	\$130/hr after 40 hours of staff work
Residential – Larger or More Complex Projects	\$7,650	\$130/hr after 60 hours of staff work
Non-residential Minor Projects	\$5,100	\$130/hr after 60 hours of staff work
Non-residential –Larger and/or More Complex Projects	\$7,650	\$130/hr after 60 hours of staff work
Scenic Hillside or Major Ridgeline – Minor Projects	\$5,100	\$130/hr after 60 hours of staff work
Scenic Hillside or Major Ridgeline – Larger and/or More Complex Projects	\$7,650	\$130/hr after 60 hours of staff work
Final Development Plan Processed with PUD Application	\$1,350	\$130/hr after 60 hours of staff work
Final Development Plan Processed with PUD Application or as an amendment	\$5,100	\$130/hr after 40 hours of staff work
Traffic Study Review	\$675	Per Review

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

DEVELOPMENT SERVICES - Planning

Land Use Permit	Fee	Additional Fees
Temporary/Seasonal Use – Recurring Request/Event	\$150-\$450	
Large Family Child Care Facility (8-14 children)	\$1,800	
Temporary Mobile Home	\$1,200	
Minor Project without Public Hearing	\$260-\$900	
Minor Item with Public Hearing	\$2,250	\$130/hr after 17 hours of staff work
Child Care Facility (>14 children)	\$5,100	\$130/hr after 40 hours of staff work
Congregate Care Facility	\$5,100	\$130/hr after 40 hours of staff work
Major Item with Public Hearing	\$9,900	\$130/hr after 76 hours of staff work
Telecommunication Permit requiring No Public Hearing	\$3,300	\$130/hr after 25 hours of staff work
Telecommunication Permit requiring Public Hearing	\$5,100	\$130/hr after 25 hours of staff work
Telecommunication – Permit Extension	\$900	
Traffic Study Review	Included	\$350 per review after 2nd review
LUP combination with other permit	\$600	
Old Town Parking in Lieu Fee		Per Resolution No. 24-2017
Per Space for Retail*	\$4,058	
Per Space for other uses*	\$17,680	
* Subject to Annual CPI Adjustments		

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

DEVELOPMENT SERVICES - Planning

Subdivision	Fee	Additional Fees
Major Subdivision – Five lots or more	\$7,650	\$130/hr after 60 hours of staff work
Traffic Study Review	\$975	Per Review
Minor Subdivision – Four lots or less	\$5,100	\$130/hr after 40 hours of staff work
Time Extension for Major or Minor Subdivision	\$750	

Rezoning

PUD – Rezoning – for Smaller and/or Less Complex Projects	\$6,600	\$130/hr after 51 hours of staff work
PUD – Rezoning – for Larger and/or More Complex Projects	\$9,900	\$130/hr after 76 hours of staff work
Traffic Study Review	\$975	Per Review
Rezoning - Commercial, Residential, Office & Industrial	\$9,900	\$130/hr after 76 hours of staff work
Commercial Zoning Designation – More Complex Project	\$9,900	\$130/hr after 76 hours of staff work

Variance

Commercial or submitted in conjunction with other application	\$450- \$900	For projects appealed to/or referred to Planning Commission for action - \$130/hr after 11 hours of staff work
Single Family Residence Processed as Administrative Permit - Complex - Moderate - Simple	\$1500 - \$1150 - \$800	
Public Hearing	\$2,250	

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

DEVELOPMENT SERVICES - Planning

Sign	Fee	Additional Fees
Freestanding sign without Design Review Board	\$325.00	
Freestanding sign with Design Review Board	\$520	
Wall sign or freestanding sign copy change without Design Review Board	\$100.00	
Sign Requiring Design Review Board Review	\$450-\$950	
Master Sign Program less than five tenant spaces	\$1,200	
Master Sign Program five tenant spaces or more	\$1,500	
Temporary Promotional Sign Permit	No charge	
General Plan Amendment		
GPA's – Land Use Designation Change Submitted with PUD Rezoning	\$7,650	\$130/hr after 60 hours of staff work
GPA's – Land Use Designation Change Submitted as Stand-alone Application	\$12,000	\$130/hr after 92 hours of staff work
Traffic Study Review	\$975	Per Review
GPA's – Text Amendment	\$5,100	\$130/hr after 40 hours of staff work
Design Review Board		
Conceptual or Pre-submittal	\$250-\$500-\$750	
Administrative - Residential	\$400-\$800-\$1200	
Administrative - Commercial	\$400-\$800-\$1200	
New SFR Hillside (Scenic Hillside or Major Ridgeline)	\$3,000	\$130/hr after 23 hours of staff work
New MFR < 5 units	\$2,700	\$130/hr after 21 hours of staff work
New MFR > 5 units	\$3,600	\$130/hr after 28 hours of staff work
Office, Commercial or Industrial	\$3,300	\$130/hr after 25 hours of staff work
Special Planning Studies		Consultant fee plus 33% administrative fee
Storm Water Control Plan Review		Consultant fee plus 33% administrative fee
Property Recordings		
Parcel Merger	\$596/lot	
Lot Line Adjustment	\$596/lot	

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

DEVELOPMENT SERVICES - Planning

Miscellaneous	Fee	Additional Fees
Time Extension – Administrative Action - no site check required	\$450	
Time Extension – Non-Administrative Action	\$1,200	
Appeals	\$300	
Requests for Reconsideration	\$1,200	
Archaeological Review (Sonoma State Clearinghouse)	\$56	Pass-through fee to Sonoma State
Zoning Certificate Letter		
Residential	\$750	
Commercial	\$1,200	
Zoning Review of Building Permit	\$130/hr after 2.5 hours of staff work	
File Research	\$130/hr after 2.5 hours of staff work	
LaserFiche Files	No charge	
Newspaper Advertising	\$130 plus newspaper publishing cost	
Public Notice by Staff	\$0.83 per-piece plus \$130 per mail-out	

Tree Removal Permit

Residential	\$225
Commercial	\$600

Documents

Capital Improvement Program Document	\$22
Town of Danville Landscape and Irrigation Project Procedures and Standards	\$22
Town-wide Trails Master Plan	\$52
General Plan	\$30
General Plan Map, Beautification Guidelines, Base Map, Specific Plan	\$7
Parks, Recreation and Arts Strategic Plan	\$45
Zoning Map, Downtown Master Plan, Standard Plan	\$15
Traffic and Engineering Survey	\$5
Aerial Photo	
Hard copy, up to 42-in x 60-in	\$15
Computer file on CD or E-mail	\$3

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

DEVELOPMENT SERVICES - Engineering

Service	Fee
Map Check	2-10 lots - \$2,598 + \$246/lot >10 lots - \$4,853 + \$35/lot
<u>Improvement Plan</u>	
Review of improvement plans - street, drainage and landscaping work	<=\$50,000 = 3.5% of project cost >\$50,000 & <\$100,000 = 3.25% of project cost >\$100,000 = 3.0% of project cost
<u>Engineering</u>	
Inspection of installation of street, drainage and landscaping improvements	<=\$50,000 = 5.5% of project cost >\$50,000 & <\$100,000 = 5.25% of project cost >\$100,000 = 5.0% of project cost
<u>Street Lighting</u>	
Operation of public street lighting system	One year operational cost + 10%
<u>Encroachment Permit</u>	
For Public Utility Companies	\$126 per hour, 2 hour minimum
All Others	\$206 per hour, 1 hour minimum
Valet Permit	\$206
Oversize/Wide Load Permit	\$31
<u>Drainage Permit</u>	
Projects <= \$2000	\$206 for projects <=\$2,000;
Projects >\$2000	5.5% of construction cost for projects >\$2,000
<u>Grading Plan Check</u>	
Less than 50 cy:	\$213
Greater than 50 cy:	\$213 + % of Construction Cost ¹ + Volume Fee ²
Construction Cost ¹ :	Less than \$10,000 use 0.5% \$10,000 to \$100,000 use 1.0% More than \$100,000 use 1.5%
Volume Fee ² :	50 cy to 1,000 cy use \$1.06 per 100 cy 1,001 cy to 10,000 cy \$0.22 per 100 cy + \$202.00* 10,001 cy or more use \$0.70 per 100 cy + \$1162.00*
	* For Soils Report Review
<u>Grading Permit</u>	
Under 50 cy:	\$41.80
50 cy to 100 cy:	\$65
101 cy to 1,000 cy:	\$65 for first 100 cy + \$32 for each additional 100 cy
1,001 cy to 10,000 cy:	\$342 for first 1000 cy + \$26 for each additional 1000 cy
10,001 cy to 100,000 cy:	\$572 for first 10,000 cy + \$116 for each additional 10,000 cy
100,001 cy or greater:	\$1,619 for first 100 cy + \$65 for each additional 10,000 cy

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

DEVELOPMENT SERVICES - Engineering

SERVICE	Fee
Grading Inspection	Less than 50 cy: \$213 Greater than 50 cy: \$213 + % of Construction Cost ¹ + Volume Fee ² Construction Cost ¹ : Less than \$10,000 use 2.0% \$10,000 to \$100,000 use 1.5% More than \$100,000 use 1.0% Volume Fee ² : 50 cy to 1,000 cy use \$9 per 100 cy 1,001 cy to 10,000 cy \$107 + \$4 per add'l 100 cy 10,001 cy or more use \$547 + \$2 per add'l 100 cy
Finish Grading Inspection	
Single family residential lot	\$90
Commercial Project, per building	\$222
Debris/Clean-up Deposit	\$364
A deposit shall be paid at permit issuance to assure the clean-up of the site and/or public right-of-way. This deposit shall be returned to the applicant if it can be determined at certification of occupancy that the site and surrounding areas have been restored.	
NPDES (National Pollutant Discharge Elimination System) Prevention of Drainage Runoff	
Residential	\$56
Multi-residential	\$228
Commercial	\$464
Storm Water Control Plan Review	Consultant Fee plus 33%
Underground Service Alert Location Fee	Actual Cost (California Government Code 4216.5)
Base Map Revision for Town Computerized Base Map	\$102 for each new or revised lot or parcel
Photography/Filming Permit	\$383
Certificate of Correction or Amended Map	\$220 per document
Revise a recorded document	
Easements	
Vacation of Right-of-Way	\$2,405
Abandon a Public Right-of-Way	\$2,405

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

DEVELOPMENT SERVICES - Building

Building Permits	Fee
Building Permit Fee (includes Inspection)	As permitted by the California Building Code - shown in table below
Electrical Sub-Permit	20% of building permit fee
Plumbing Sub-Permit	17% of building permit fee
Mechanical Sub-Permit	18% of building permit fee
Swimming Pool, Spa or Hot Tub Permits	Equivalent to building permit plus any required electrical or plumbing permits
Plan Review	
Structural and Architectural Plan Review*	65% of building fee
Plumbing Plan Review*	20% of structural and architectural plan review
Electrical Plan Review*	17% of structural and architectural plan review
Mechanical Plan Review*	18% of structural and architectural plan review
Master Plan Verification Review (subdivisions)	75% of structural/architectural plan review ²
Planning Division – Plan Check	\$75 - \$150. Over \$100,000 valuation, \$300
Planning Division - Wireless Cell Site	750/per site
Engineering Division – Plan Check	\$50 - \$100. Over \$300,000 valuation, \$300
MWELO – Plan Check (Model Water Efficiency Landscape Ordinance)	\$800
Investigations	
As determined by Chief Building Official	Not to exceed \$1,000, Minimum \$229
Fees Assessed by other Agencies	Actual Cost

Building Permit Fee Table

Total Valuation	Fee
\$1.00 to \$500	\$23.50
\$501 to \$2,000	\$23.50 for the first \$500 plus \$3.05 for each additional \$100, or fraction thereof, to and including \$2,000
\$2001 to \$25,000	\$69.25 for the first \$2,000 plus \$14.00 for each additional \$1,000, or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000, or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$643.75 for the first \$50,000 plus \$7.00 for each additional \$1,000, or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000, or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000, or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$5,608.75 for the first \$1,000,000 plus \$3.15 for each additional \$1,000 or fraction thereof.

* The plan review fees calculated shall be associated with one round of plan review (first round comments plus a back check) Additional rounds of plan review shall be assessed additional plan review fees based upon an hourly rate of \$148 per hour.

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

DEVELOPMENT SERVICES - Building

Established Fees	Fee
Minimum Building Permit (inspection) fee for any permit	\$115
Kitchen Remodel/Alteration - Non Structural	\$747
Bathroom Remodel/Alteration - Non Structural	\$547
Powder Room Remodel/Alteration	\$347
Residential Window Replacement Permit	\$115 each (1-2 windows) \$237 (3-13 windows) \$342 (14 – 26 windows) \$452 (27 or more)
Residential Patio Door Replacement Permit	\$115 each (1 or 2 doors) \$189 (3 or more)
Residential Home Demolition Permit	\$505
Pool and/or Spa Remodel	\$547
Pool Demolition Permit	\$310
Detached Storage Shed - with no trades	\$289 (not to exceed 250 square feet)
Standard Residential Re-roof Permit	\$310
Furnace and A/C Replacement Permit	\$196
Water Heater, Furnace, A/C Replacement	\$115/ea.
Photovoltaic (Residential and Non-Residential)	Fee = A+Bv Where: A = fixed fee component = \$188.83 B = variable fee component based upon kWp rating of system = 6.625 \$/kWp v = rating of photovoltaic system in kWp

Administrative Fees That Apply to All Permits

Strong Motion Instrumentation Program	
Residential	0.013% of valuation (minimum \$0.50)
Commercial	0.028% of valuation (minimum \$0.50)
California Building Standards Fee	\$1 per \$25,000 of total valuation
Comprehensive Planning Fee	0.1% of valuation (maximum \$2,000)
Documentation Fee	\$10 plus \$1 per page

Additional Fees That May Apply

Inspections outside of normal business hours	\$155 per hour ¹ (4 hour minimum)
Reinspection/Administration Fee	\$115 minimum ¹
Inspections for which no fee is specifically indicated (<i>including but not limited to MWEL0</i>)	\$115 minimum ¹
Additional plan review required by changes, additions or revisions to plans	\$148 per hour ¹
Permit Reactivation	\$115 (minimum fee) ²
Request for Duplicate Plans	\$42 plus cost of copies
Temporary Certificate of Occupancy	\$263 (commercial/industrial only)
Investigation fee for work without requisite permit or unauthorized occupancy	Determined by Chief Building Official not to exceed \$1,000, Minimum \$229
Fine for not complying with Construction and Debris Ordinance	1% of valuation not to exceed \$1,000

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

¹ Or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

² Only applies to eligible permits as determined by the Chief Building Official.

Master Fee Schedule 2023/24

DEVELOPMENT SERVICES - Building

Building Permit Valuation Table

The building permit fee is based on valuation and computed from the table below, approved on June 18, 2002 and increased by applying the Engineering News Record (ENR) San Francisco Area Building Cost Index History (1915-2011) index. The valuation table below has been increased by 5.2% per the 2021-2022 Consumers Price Index (CPI)

Average Cost per Square Foot by Occupancy & Type								
Occupancy & Type	New	Remodel		New	Remodel		New	Remodel
APARTMENT HOUSES:			CONV. HOSPITALS			HOTELS/MOTELS:		
Type 1 or II F.R. ¹	\$197.11	\$96.47	Type 1 or II F.R. ¹	\$309.36	\$150.54	Type I or II F.R. ¹	\$224.46	\$106.52
(Good)	\$242.68	\$112.10	Type II: 1-Hour	\$214.68	\$108.37	Type III: 1-Hour	\$194.46	\$98.82
Type V – Masonry			Type III: 1-Hour	\$220.03	\$107.76	Type III-N	\$185.34	\$84.37
(or Type III)	\$160.89	\$85.13	Type V: 1-Hour	\$207.37	\$99.94	Type V: 1-Hour	\$169.34	\$95.11
(Good)	\$197.11	\$94.77				Type V: N	\$166.01	\$79.06
Type V			DWELLINGS:			INDUSTRIAL PLANTS		
Wood Frame	\$141.79	\$84.96	Type V – Masonry	\$168.22	\$100.51	Type 1 or II F.R. ¹	\$126.45	\$72.43
(Good)	\$182.23	\$90.88	(Good)	\$215.34	\$99.23	Type II: 1-Hour	\$88.03	\$66.80
Type I Basmt/Garage	\$83.11	\$43.05	Type V–Wood Frame	\$149.56	\$90.08	Type II: N	\$80.88	\$64.60
			(Good)	\$205.34	\$96.55	Type III: 1-Hour	\$96.92	\$66.91
AUDITORIUMS:			(Major Remodel)	\$132.56		Type III-N	\$91.34	\$64.84
Type 1 or II F.R.	\$232.92	\$110.09	Kitchen no structure	\$162.84		Tilt-up	\$66.67	\$60.40
Type II: 1-Hour	\$168.68	\$96.18	With structure	\$168.14		Type V: 1-Hour	\$91.34	\$66.48
Type II: N	\$159.55	\$92.14	Bathrooms	\$162.84		Type V: N	\$83.58	\$61.32
Type III: 1-Hour	\$177.36	\$92.72	BASEMENTS:			JAILS:		
Type III-N	\$168.22	\$89.72	Semi-Finished	\$44.69	\$42.43	Type 1 or II F.R.	\$353.58	\$176.22
Type V: 1-Hour	\$169.59	\$92.42	(Good)	\$51.56	\$45.17	Type III: 1-Hour	\$323.37	\$168.05
Type V: N	\$158.24	\$89.44	Unfinished	\$32.44	\$26.77	Type V: 1-Hour	\$242.48	\$137.35
BANKS:			(Good)	\$39.33	\$32.16	LIBRARIES:		
Type 1 or II F.R.	\$329.14	\$148.77	FIRE STATIONS:			Type 1 or II F.R.	\$258.69	\$131.20
Type II: 1-Hour	\$242.48	\$138.71	Type 1 or II F.R.	\$254.24	\$129.71	Type II: 1-Hour	\$189.33	\$100.78
Type II: N	\$234.69	\$134.12	Type II: 1-Hour	\$167.33	\$93.07	Type II: N	\$180.01	\$94.69
Type III: 1-Hour	\$267.57	\$138.28	Type II: N	\$157.79	\$90.55	Type III: 1-Hour	\$200.02	\$101.18
Type III-N	\$258.04	\$135.53	Type III: 1-Hour	\$183.13	\$93.37	Type III-N	\$190.01	\$92.73
Type V: 1-Hour	\$242.48	\$138.69	Type III-N	\$175.33	\$89.47	Type V: 1-Hour	\$187.78	\$99.85
Type V: N	\$232.23	\$126.75	Type V: 1-Hour	\$171.78	\$91.60	Type V: N	\$180.01	\$86.47
BOWLING ALLEYS:			Type V: N	\$162.90	\$89.51	MEDICAL OFFICES:		
Type II: 1-Hour	\$113.35	\$71.68	HOMES FOR THE ELDERLY:			Type 1 or II F.R. ¹	\$265.56	\$144.55
Type II: N	\$105.79	\$66.63	Type 1 or II F.R.	\$230.46	\$118.86	Type II: 1-Hour	\$204.90	\$107.81
Type III: 1-Hour	\$123.33	\$72.34	Type II: 1-Hour	\$187.12	\$92.79	Type II: N	\$194.71	\$103.68
Type III-N	\$115.33	\$68.70	Type II: N	\$179.13	\$88.07	Type III: 1-Hour	\$222.24	\$112.43
Type V: 1-Hour	\$83.11	\$71.35	Type III: 1-Hour	\$194.91	\$93.10	Type III-N	\$206.91	\$104.84
CHURCHES:			Type III-N	\$175.33	\$82.73	Type V: 1-Hour	\$200.45	\$108.19
Type 1 or II F.R.	\$220.45	\$110.29	Type V: 1-Hour	\$188.23	\$90.27	Type V: N	\$193.35	\$102.74
Type II: 1-Hour	\$165.57	\$82.73	Type V: N	\$181.82	\$86.85	1 Add 0.5% to total cost for each story over three.		
Type II: N	\$157.34	\$76.67	HOSPITALS:			2 Deduct 20% for shell-only permits.		
Type III: 1-Hour	\$180.01	\$83.09	Type 1 or II F.R. ¹	\$362.68	\$174.75			
Type III-N	\$172.00	\$76.84	Type III: 1-Hour	\$300.26	\$147.73			
Type V: 1-Hour	\$168.22	\$82.67	Type V: 1-Hour	\$286.45	\$142.20			
Type V: N	\$158.24	\$71.61						

Master Fee Schedule 2023/24

DEVELOPMENT SERVICES - Building

Building Permit Valuation Table

Average Cost per Square Foot by Occupancy & Type								
Occupancy & Type	New	Remodel		New	Remodel		New	Remodel
OFFICES²:			RESTAURANTS:			THEATERS:		
Type 1 or II F.R.	\$237.36	\$124.69	Type III: 1-Hour	\$216.47	\$150.31	Type 1 or II F.R.	\$244.02	\$132.24
Type II: 1-Hour	\$158.90	\$106.40	Type III-N	\$198.24	\$145.46	Type III: 1-Hour	\$177.79	\$104.31
Type II: N	\$151.37	\$99.33	Type V: 1-Hour	\$198.24	\$148.11	Type III-N	\$169.34	\$96.60
Type III: 1-Hour	\$171.56	\$104.35	Type V: N	\$190.45	\$142.90	Type V: 1-Hour	\$167.33	\$102.28
Type III-N	\$164.03	\$99.49	SCHOOLS:			Type V:N	\$158.24	\$86.65
Type V: 1-Hour	\$160.70	\$103.12	Type 1 or II F.R.	\$247.13	\$148.13	WAREHOUSES¹		
PRIVATE GARAGES:			Type II: 1-Hour	\$168.68	\$117.00	Type 1 or II F.R.	\$109.79	\$71.60
Wood Frame	\$132.56	\$37.93	Type III: 1-Hour	\$180.45	\$117.01	Type II or V: 1-Hr	\$65.10	\$42.91
Masonry	\$60.88	\$38.29	Type III-N	\$173.57	\$102.46	Type II or V: N	\$61.11	\$41.77
Open Carports	\$36.91	\$25.13	Type V: 1-Hour	\$169.14	\$112.73	Type III: 1-Hour	\$73.77	\$42.89
PUBLIC BUILDINGS:			Type V: N	\$161.37	\$99.97	Type III-N	\$70.24	\$39.99
Type 1 or II F.R. ¹	\$274.22	\$145.74	SERVICE STATIONS:			AIR CONDITIONING:		
Type II: 1-Hour	\$222.24	\$111.14	Type II:N	\$149.33	\$75.03	Commercial	\$9.33	
Type II: N	\$212.47	\$107.03	Type III:1-Hour	\$155.81	\$78.57	Residential	\$7.77	
Type III: 1-Hour	\$230.68	\$114.17	Type V: 1-Hour	\$132.67	\$74.91	Sprinkler System	\$5.77	
Type III-N	\$222.66	\$106.66	Canopies	\$62.23	\$41.40	MISCELLANY²		
Type V: 1-Hour	\$211.12	\$110.72	STORES:			Deck/covered porches	\$82.48	
Type V: N	\$203.59	\$102.94	Type 1 or II F.R. ¹	\$183.13	\$99.49	Retaining Wall		
PUBLIC GARAGES:			Type II: 1-Hour	\$112.00	\$86.24	less than 4'	\$82.48	
Type I or II F.R. ¹	\$108.65	\$62.05	Type II: N	\$109.56	\$84.11	4' and more	\$154.63	
Type I or II open p	\$81.56	\$57.84	Type III: 1-Hour	\$136.23	\$85.80	Balcony	\$57.48	
Type II: N	\$62.23	\$55.07	Type III-N	\$127.79	\$99.66	Trellis/Arbor	\$28.73	
Type III: 1-Hour	\$82.22	\$59.31	Type V: 1-Hour	\$114.69	\$85.20			
Type III-N	\$73.11	\$55.38	Type V: N	\$106.00	\$82.10			
Type V: 1-Hour	\$74.89	\$58.59						

1 Add 0.5% to total cost for each story over three.

2 Deduct 20% for shell-only permits.

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum



TOWN COUNCIL

Robert Storer	Mayor
Karen Stepper	Vice Mayor
Newell Arnerich	Councilmember
David Fong	Councilmember
Renee Morgan	Councilmember

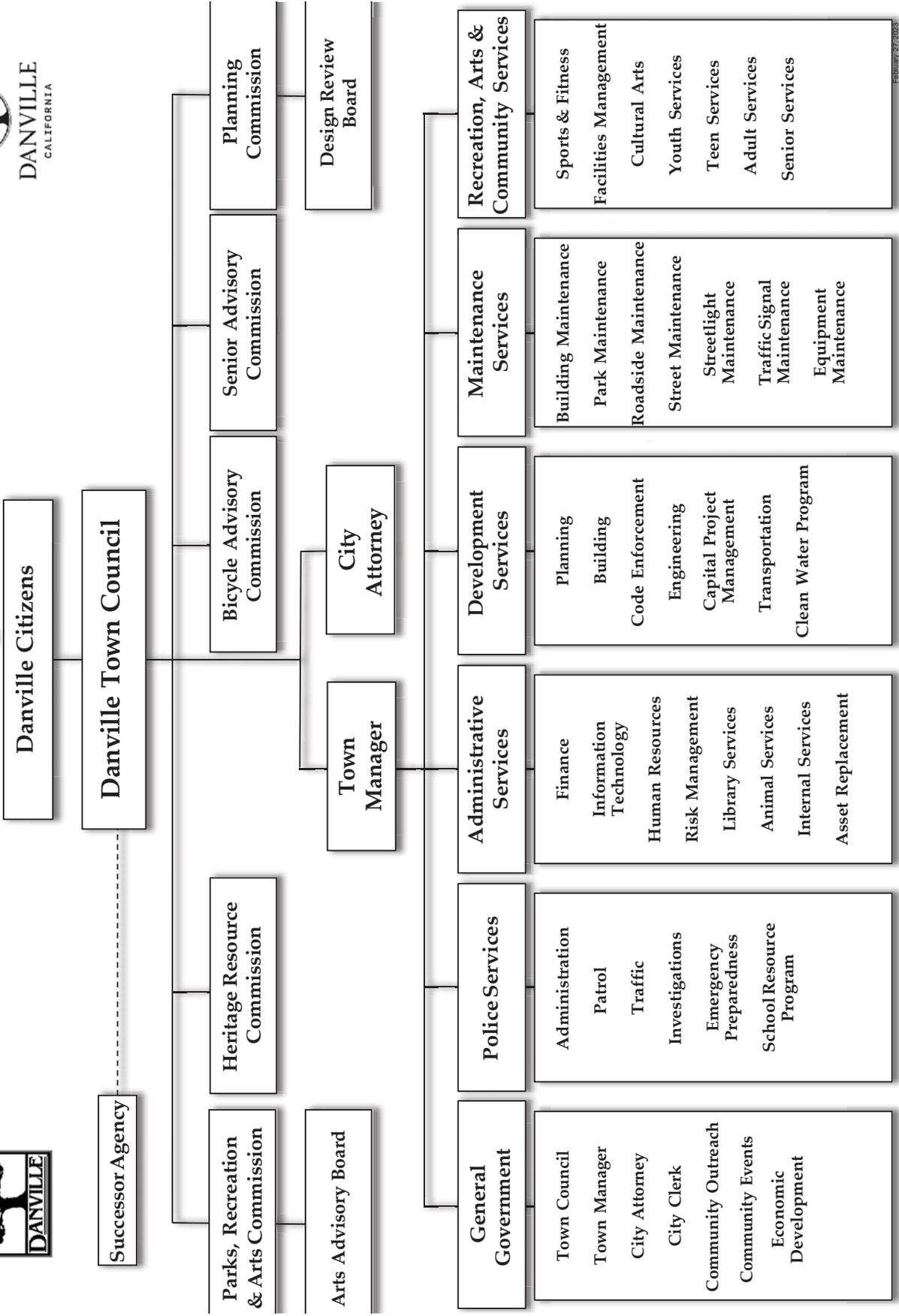
TOWN STAFF

Joseph A. Calabrigo	Town Manager
Robert Ewing	City Attorney
Marie Sunseri	City Clerk
Tai Williams	Assistant Town Manager
Allan Shields	Chief of Police
Lani Ha	Finance Director/Treasurer
Dave Casteel	Maintenance Services Director
Henry Perezalonso	Recreation, Arts & Community Services Director
Steven Jones	City Engineer

Service Delivery Structure



Town of Danville Organizational Chart



February 21, 2023





Our Vision



*"Small town atmosphere,
outstanding quality of life."*



Deliver superior municipal services that make people's lives better. We:

Our Mission

- *Keep residents, businesses and property safe*
- *Provide well-maintained public facilities*
- *Protect our environment, preserve our history and retain the special character*
- *Celebrate diversity, dignity and equality for all members of our community*
- *Provide opportunities that support residents' growth and enrichment*
- *Promote and support economic vitality and growth*
- *Represent and promote Danville's best interests*
- *Celebrate community through family oriented special events*
- *Engage and communicate with residents and businesses effectively*



Implementation

IMPLEMENTATION

Town Council

- *Annual Planning & Goal Setting*
- *Identify and meet Service Delivery needs (Budget)*
- *Identify and meet Facility needs (CIP)*
- *Maintain Fiscal Sustainability (Budget)*

Administration

- *Set Performance Indicators (by department/ work group)*
- *Offer work that is challenging, engaging and meaningful*

Individual

- *Set Performance Objectives and standards*
- *Do meaningful work that makes a difference to other people*
- *Keep key questions in focus*

**** Vision** *Idealized description of desired outcome that inspires, energizes and helps you create a mental picture of your target.*

**** Mission** *Talks about HOW you will get to where you want to be (achieve your target)*



Danville was first established in 1858. The Town was settled by two young gold miners, Andrew and Daniel Inman, who bought 400 acres in what is today known as the Old Town area of the downtown. The Town was named after the Inmans' hometown of Danville, Kentucky.

With the construction of the Bay Bridge in 1936 and the Caldecott Tunnel in 1937, central Contra Costa County became accessible to the growing employment centers in San Francisco and Oakland. Located in the center of the San Ramon Valley, the 1950s and 1960s saw Danville evolve into a pleasant and desirable residential community. Completion of Interstate 680 in 1968 improved access to the San Ramon Valley area and further contributed to increased residential growth in Danville.

The decades of the 1970s and 1980s saw significant residential growth on the east side of I-680 with the development of the Sycamore, Greenbrook, Sycamore Valley and Crow Canyon Corridor areas. Incorporated in 1982 with a population of 26,900, Town population increased to 41,715 by the year 2000. With a current population of 44,396, the Town has retained its suburban and semi-rural character, with a mixture of older, well maintained neighborhoods, and newer subdivisions and homes.

The community enjoys a wonderful location, climate, and environment. Preservation of open space, major ridgelines, scenic hillsides, and other natural and scenic features are a high priority for the community. Natural creeks, hiking and biking trails, and dedicated open space encircle the Town. Mt. Diablo, at 3,849 ft. elevation, rises to the east, and the Las Trampas Regional Wilderness, elevation 2,049 ft., creates the Town's western boundary.

Downtown Danville is the historical center of Town. It offers boutique shopping, many resident-serving businesses, and fine dining. Downtown features a combination of well-preserved historic buildings, community buildings such as the Veterans Memorial Building, Village Theatre, the Library, and a mixture of commercial, office and residential uses. The area is a source of pride to residents, and is the location for many holiday and special events which attract visitors throughout the year from around the Bay Area.

Danville's location in close proximity to technology, employment centers, and higher education, coupled with a high level of public safety and excellent schools, continue to make it a popular and sought after community, and a unique location within the dynamic and changing Tri-Valley. The 2030 General Plan adopted in 2013, continues to chart a course of careful and limited growth and change for Danville, envisioning a build out population of 45,000 for the Town.

Danville's citizens and the Town government are committed to preserving the best of the past while planning for the future. Aggressive long-range planning efforts are needed to ensure that future growth is accommodated with minimal impact on the quality of life desired by residents. Achieving this goal requires the Town Council and Staff to continue to work cooperatively with the County, utility districts, school district, fire district, other cities in the area, and the community-at-large.



Population (January 1, 2022)	43,352
Date of Incorporation	July 1, 1982
Form of Government	Council-Manager
Area	18.1 Square Miles
Miles of Streets	145
Street Lights	3,449
Signalized Intersections	54
Building Permits Finalized (Average), March 31, 2023	160 per Month
Facilities	Town Meeting Hall Danville Library Danville Community Center Village Theatre & Art Gallery Veterans Memorial Building & Senior Center Oak Hill Park Community Center Hap Magee Ranch Park Buildings Town Offices Town Service Center Teen Centers (Charlotte Wood, Diablo Vista and Los Cerros)
Parks/Schools/Trails	5 Community Parks - 158.9 Acres 2 Neighborhood Parks - 2.4 Acres 4 Mini Parks - 1.4 Acres 5 School Parks - 18.4 Acres Trails - 18.8 Acres
Fire Stations	2
Public Schools	11
Bus Service	County Connection





Summaries

General Fund Revenue & Exp. Proj.



	FY 22/23 Adopted Budget	FY 22/23 Adjusted Budget	FY 22/23 Projected	FY 23/24 Adopted Budget
BEGINNING UNRESERVED FUND BALANCE				
Operating Revenues	28,665,329	28,728,235	28,728,235	30,269,143
Operating Transfers In	297,553	297,553	297,553	297,553
Carry forward	0	1,034,577	0	0
Less Operating Expenses	-25,336,288	-26,433,771	-25,399,194	-26,804,216
CDA Loan repayment	1,100,000	1,100,000	1,100,000	1,100,000
Gross Funds Available	4,726,594	4,726,594	4,726,594	4,862,480
LESS TRANSFERS TO OTHER FUNDS				
L L A D operations	1,300,000	1,300,000	1,300,000	1,350,000
Pavement Management	900,000	900,000	900,000	850,000
Asset Replacement	75,000	75,000	75,000	50,000
Capital Improvement	2,451,594	2,451,594	2,451,594	0
Operating Reserve	0	0	0	2,200,000
Civic Facilities	0	0	0	72,480
Park Facilities	0	0	0	340,000
Total Transfer to Other Funds	4,726,594	4,726,594	4,726,594	4,862,480
Designated for Contingency	0	0	0	0
ENDING FUND BALANCE	0	0	0	0



Summary of Appropriations



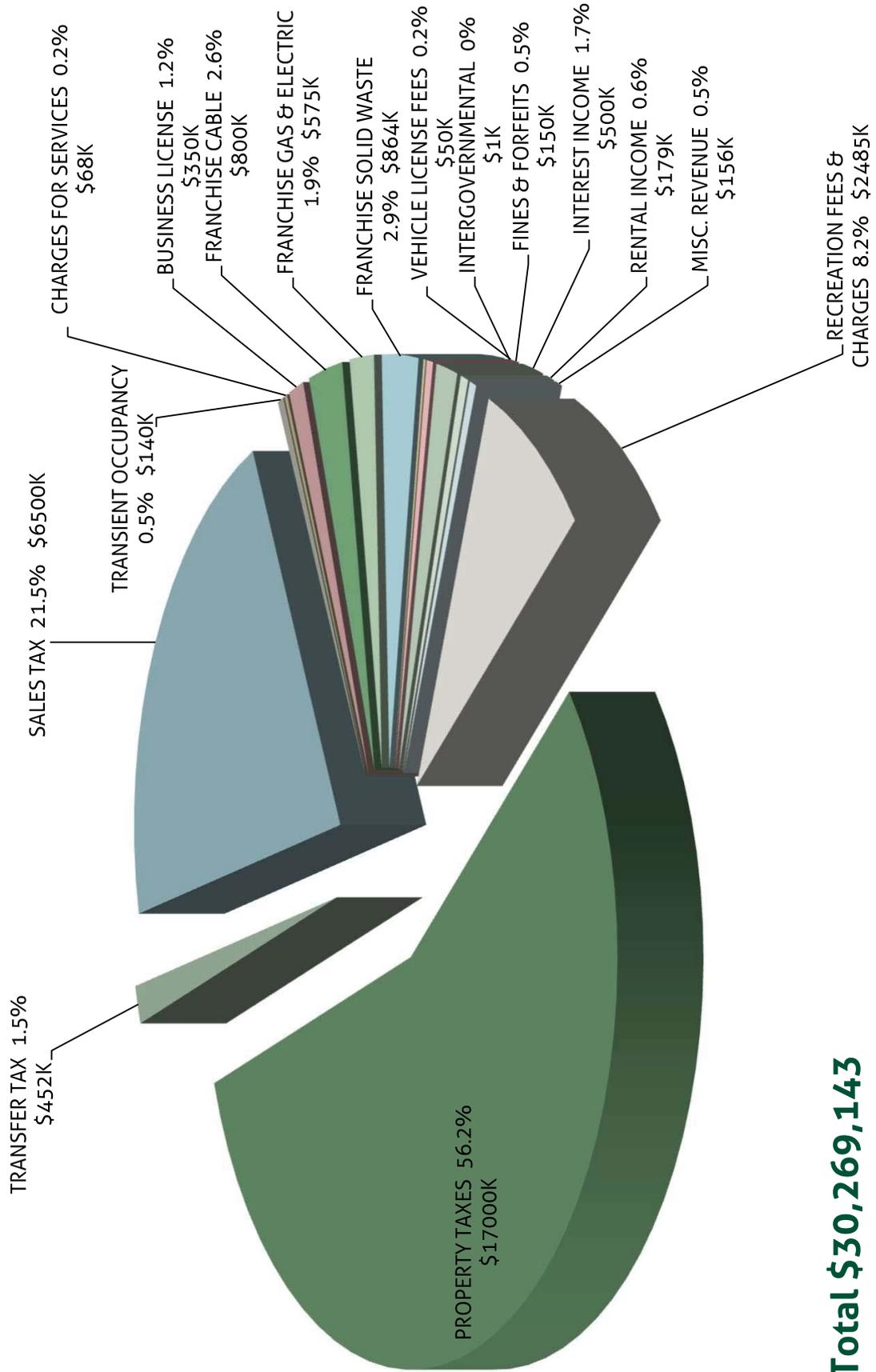
FUNDING SOURCE	Salaries & Benefits	Contractual Services & Operations	Asset Replacement	Debt Service	Total
General Fund	8,988,440	17,815,776			26,804,216
Peg Fees	0	33,463			33,463
Police - SLESF	0	100,047			100,047
Police - Abandoned Vehicle	0	40,238			40,238
Police - Asset Seizure	0	13			13
Building & Planning	1,821,877	608,245			2,430,122
Engineering	258,353	174,083			432,436
Child Care Impact Fee	0	223			223
Gas Tax	919,541	469,908			1,389,449
Measure J	253,148	48,020			301,168
Clean Water	322,346	402,608			724,954
L L A D - Zone A	523,898	599,790			1,123,688
L L A D - Zone B	361,703	722,554			1,084,257
L L A D - Zone C	201,034	593,997			795,031
L L A D - Zone D	697,393	1,165,745			1,863,138
Donations/Contributions	0	5,797			5,797
Asset Replacement- General	0	3,243	303,126		306,369
Asset Replacement- Lib/CC	0	45,501			45,501
Civic Facilities	0	5,377			5,377
Park Facilities	0	5,300			5,300
Capital Improvement	96,570	21,480			118,050
Park Dedication Impact Fee	0	1,915			1,915
C T I P	0	857			857
R T I P	0	309			309
Tassajara Area Transportation	0	330			330
Old Town Parking In Lieu	0	563			563
NERIAD Assessment District	0	1,504			1,504
Misc Development Fees	0	255			255
SVAD Benefit District	0	44			44
Tri-Valley Trans & Dev - Res	0	92			92
Tri-Valley Trans & Dev - Com	0	94			94
SCC Regional	0	8,381			8,381
SCC Sub Regional	0	2,409			2,409
Dougherty Valley Fee	0	461			461
Low Moderate Income Housing	0	2,800			2,800
Successor Agency RPTTF	0	23,900		1,157,725	1,181,625
TOTALS	14,444,303	22,905,322	303,126	1,157,725	38,810,476

General Fund Revenue Sources



SUMMARY OF GENERAL FUND REVENUE SOURCES

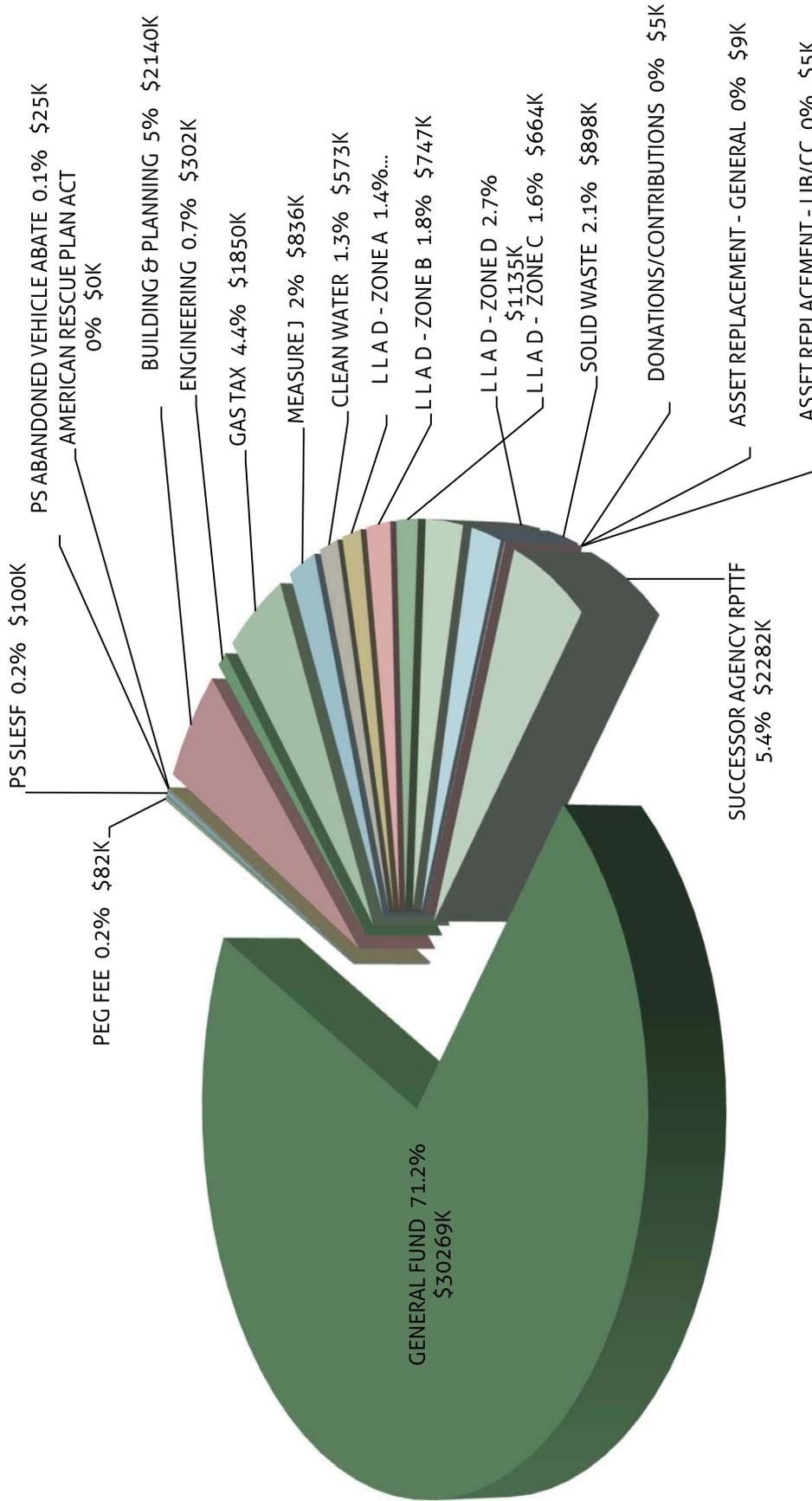
FISCAL YEAR 2023/24



Total \$30,269,143



SUMMARY OF TOTAL REVENUE SOURCES FISCAL YEAR 2023/24



Total \$42,505,962

Summary of Revenue



% Change
From
FY 22/23

	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Amended	FY 22/23 Projected	FY 23/24 Adopted	% Change From FY 22/23
GENERAL PURPOSE REVENUE						
GENERAL FUND						
Property Tax	17,805,336	16,200,000	16,200,000	16,200,000	17,000,000	4.9
Transfer Tax	1,013,688	650,000	650,000	650,000	452,000	-30.5
Sales Tax	7,316,554	6,000,000	6,000,000	6,000,000	6,500,000	8.3
Transient Occupancy Tax	126,896	125,000	125,000	125,000	140,000	12.0
Charges for Services	56,869	45,349	45,349	45,349	67,553	49.0
Business License Tax	334,337	350,000	350,000	350,000	350,000	0.0
Franchise Cable	826,026	800,000	800,000	800,000	800,000	0.0
Franchise Gas & Electric	644,149	575,000	575,000	575,000	575,000	0.0
Franchise Solid Waste	854,168	863,788	863,788	863,788	863,788	0.0
Intergovernmental	65,598	1,010	63,916	63,916	1,010	0.0
Vehicle License Fees	50,723	32,180	32,180	32,180	50,000	55.4
Fines & Forfeits	76,848	150,000	150,000	150,000	150,000	0.0
Interest Income	-338,501	500,000	500,000	500,000	500,000	0.0
Rental Income	-268,864	178,521	178,521	178,521	178,521	0.0
Lease Revenue	468,581	0	0	0	0	0.0
Misc. Revenue	613,229	160,414	160,414	160,414	155,780	-2.9
Total	29,645,637	26,631,262	26,694,168	26,694,168	27,783,652	4.3

RECREATION FEES & CHARGES

Charges For Services	1,256,725	1,587,841	1,587,841	1,587,841	1,974,015	24.3
Sports Alliance Fees	114,307	124,943	124,943	124,943	124,943	0.0
Facility Rentals	279,487	306,783	306,783	306,783	381,783	24.4
Misc. Revenue	16,832	14,500	14,500	14,500	4,750	-67.2
Donations-Recreation	0	0	0	0	0	0.0
Total	1,667,351	2,034,067	2,034,067	2,034,067	2,485,491	22.2

General Purpose Subtotal	31,312,988	28,665,329	28,728,235	28,728,235	30,269,143	5.6
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SPECIAL PURPOSE REVENUE

PEG FEE						
Franchise Cable	73,500	82,000	82,000	82,000	82,000	0.0
Interest Income	2,727	0	0	0	0	0.0

Summary of Revenue



	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Amended	FY 22/23 Projected	FY 23/24 Adopted	% Change From FY 22/23
POLICE - SLESF						
Intergovernmental	156,726	100,000	100,000	100,000	100,000	0.0
Interest Income	4,151	0	0	0	0	0.0
Misc. Revenue	0	0	0	0	0	0.0
Total	160,877	100,000	100,000	100,000	100,000	0.0
POLICE - ABANDONED VEHICLE & AS						
Intergovernmental	5,232	24,000	24,000	24,000	24,000	0.0
Interest Income	3,305	1,246	1,246	1,246	1,246	0.0
Total	8,537	25,246	25,246	25,246	25,246	0.0
BUILDING & PLANNING						
Charges For Services-Planning	409,056	226,000	226,000	226,000	389,750	72.5
Charges For Services-Building	2,516,263	1,927,000	1,927,000	1,927,000	1,750,000	-9.2
Intergovernmental	5,907	0	0	0	0	-100.0
Misc. Revenue	0.0	200	200	200	200	0.0
Total	2,931,226	2,153,200	2,153,200	2,153,200	2,139,950	-0.6
ENGINEERING						
Charges For Services-Engineering	889,176	301,705	301,705	301,705	301,705	0.0
Development Fees	8,730	500	500	500	500	0.0
Total	897,906	302,205	302,205	302,205	302,205	0.0
GAS TAX						
Gas Tax	1,920,631	1,785,172	1,785,172	1,785,172	1,835,172	2.8
Interest Income	48,336	14,828	14,828	14,828	14,828	0.0
Misc. Revenue	366	0	0	0	0	0.0
Total	1,969,333	1,800,000	1,800,000	1,800,000	1,850,000	2.8
MEASURE J						
Intergovernmental	1,094,886	761,642	761,642	761,642	826,007	8.5
Interest Income	36,828	10,139	10,139	10,139	10,139	0.0
Misc. Revenue	0	0	0	0	0	0.0
Total	1,131,714	771,781	771,781	771,781	836,146	8.3

Summary of Revenue



	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Amended	FY 22/23 Projected	FY 23/24 Adopted	% Change From FY 22/23
CLEAN WATER						
Assessments	571,886	562,154	562,154	562,154	562,154	0.0
Charges For Services	6,090	1,010	1,010	1,010	1,010	0.0
Misc. Revenue	0	0	0	0	0	0.0
Interest Income	27,391	9,536	9,536	9,536	9,536	0.0
Total	605,367	572,700	572,700	572,700	572,700	0.0
LLAD - ZONE A						
Assessments	583,913	582,667	582,667	582,667	582,667	0.0
Interest Income	13,954	1,191	1,191	1,191	1,191	0.0
Misc. Revenue	12,674	0	0	0	0	0.0
Total	610,541	583,858	583,858	583,858	583,858	0.0
LLAD - ZONE B						
Assessments	745,283	743,692	743,692	743,692	743,692	0.0
Interest Income	9,444	3,276	3,276	3,276	3,276	0.0
Misc. Revenue	0	0	0	0	0	0.0
Total	754,727	746,968	746,968	746,968	746,968	0.0
LLAD - ZONE C						
Assessments	663,029	661,614	661,614	661,614	661,614	0.0
Interest Income	16,024	2,569	2,569	2,569	2,569	0.0
Misc. Revenue	5,994	0	0	0	0	0.0
Total	685,047	664,183	664,183	664,183	664,183	0.0
LLAD - ZONE D						
Assessments	1,046,112	1,043,880	1,043,880	1,043,880	1,043,880	0.0
Interest Income	17,951	1,963	1,963	1,963	1,963	0.0
Misc. Revenue	101,576	88,898	88,898	88,898	88,898	0.0
Total	1,165,639	1,134,741	1,134,741	1,134,741	1,134,741	0.0
SOLID WASTE VIF						
Franchise Solid Waste	854,168	872,257	872,257	872,257	898,424	3.0
Interest Income	0	0	0	0	0	0
Total	854,168	872,257	872,257	872,257	898,424	3.0

Summary of Revenue

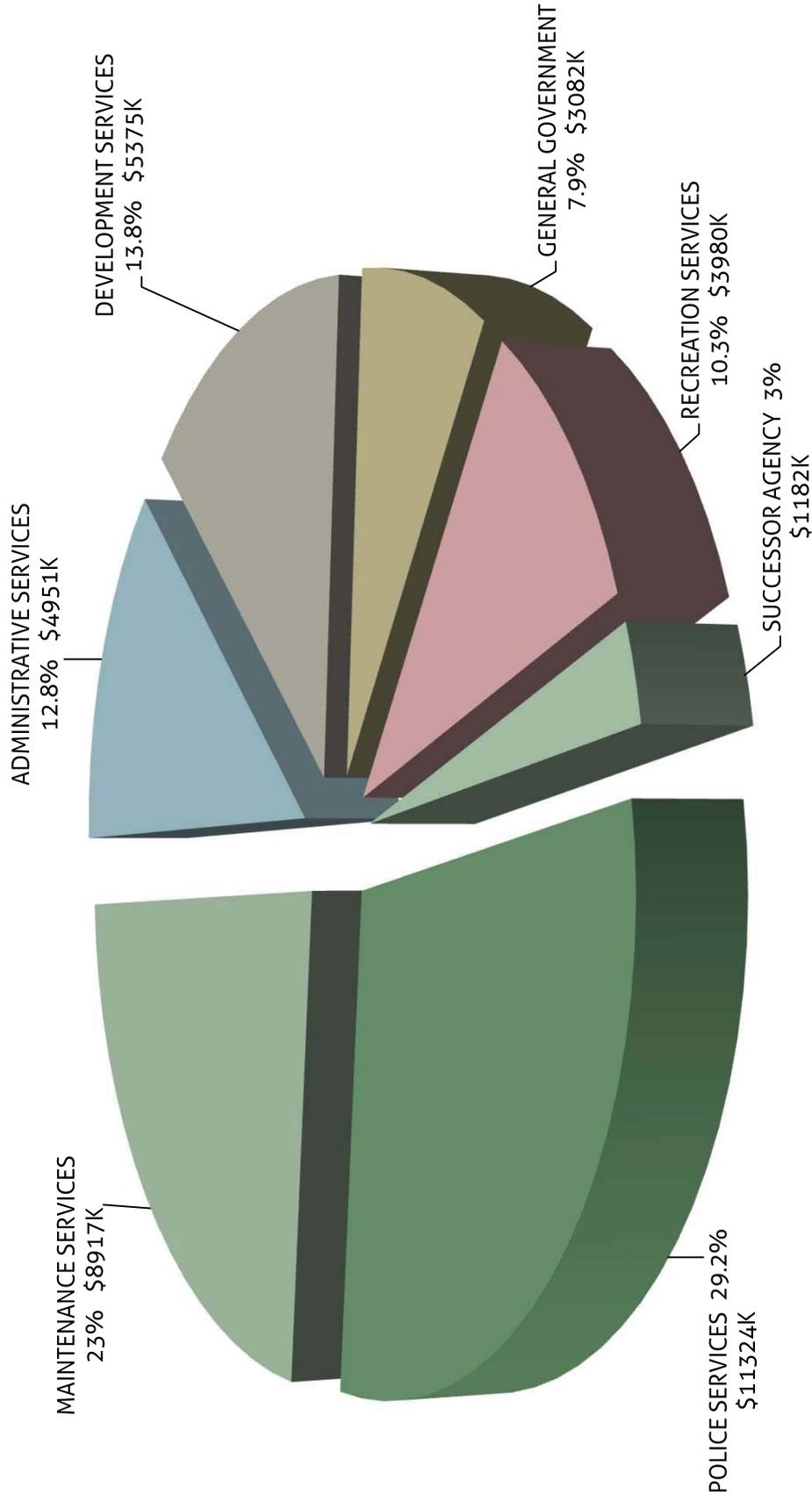


	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Amended	FY 22/23 Projected	FY 23/24 Adopted	% Change From FY 22/23
DONATIONS/CONTRIBUTIONS						
Interest Income	3,566	974	974	974	974	0.0
Donation	14,203	3,760	3,760	3,760	3,760	0.0
Total	17,769	4,734	4,734	4,734	4,734	0.0
ASSET REPLACEMENT - GENERAL						
Interest Income	9,339	9,387	9,387	9,387	9,387	0.0
Misc. Revenue	31,686	0	0	0	0	0.0
Total	41,025	9,387	9,387	9,387	9,387	0.0
ASSET REPLACEMENT - LIB/CC						
Interest Income	32,131	4,652	4,652	4,652	4,652	0.0
Total	32,131	4,652	4,652	4,652	4,652	0.0
Special Purpose Subtotal	11,942,234	9,827,912	9,827,912	9,827,912	9,955,194	1.3
TOTAL OPERATING REVENUE						
	43,255,222	38,493,241	38,556,147	38,556,147	40,224,337	4.5
AMERICAN RESCUE PLAN ACT						
Grant	1,346,493	5,323,869	5,323,869	5,323,869	0	-100.0
Total	1,346,493	5,323,869	5,323,869	5,323,869	0	-100.0
TOTAL ALL OPERATING REVENUE						
	44,601,715	43,817,110	43,880,016	43,880,016	40,224,337	-8.2
SUCCESSOR AGENCY						
Property Tax - RPTTF	1,183,988	2,272,250	2,272,250	2,272,250	2,281,625	0.4
Interest Income	96	0	0	0	0	0.0
Rental Income	0	0	0	0	0	0.0
Misc. Revenue	0	0	0	0	0	0.0
Total	1,184,084	2,272,250	2,272,250	2,272,250	2,281,625	0.0
Successor Agency Total	1,184,084	2,272,250	2,272,250	2,272,250	2,281,625	0.4
TOTAL - ALL REVENUE						
	45,785,799	46,089,360	46,152,266	46,152,266	42,505,962	-7.8



SUMMARY OF EXPENDITURES

FISCAL YEAR 2023/24



Total \$38,810,476

Summary of Program Expenditures



	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted	% Change From FY 22/23
GENERAL GOVERNMENT					
Town Council	187,323	233,846	301,752	254,151	8.7
Town Manager	523,974	775,871	901,871	845,683	9.0
City Attorney	597,519	429,750	536,313	458,257	6.6
City Clerk	239,668	360,932	360,932	315,931	-12.5
Economic Development	513,682	450,513	668,074	468,501	4.0
Community Outreach	212,360	261,684	270,929	401,021	53.2
Community Events	209,860	257,748	275,342	338,585	31.4
Total	2,484,386	2,770,344	3,315,213	3,082,129	11.3
POLICE SERVICES					
Police Services Management	1,495,204	1,738,492	1,864,889	1,845,765	6.2
Patrol	5,628,219	6,278,863	6,358,538	6,303,841	0.4
Traffic	1,017,929	1,353,314	1,353,438	1,313,741	-2.9
Investigation	971,141	1,006,615	1,006,615	1,051,156	4.4
Emergency Preparedness	103,336	135,378	213,634	137,189	1.3
School Resource Program	430,517	651,432	651,432	671,927	3.1
Total	9,646,346	11,164,094	11,448,546	11,323,619	1.4
ADMINISTRATIVE SERVICES					
Administrative Services Management	161,280	208,132	208,132	364,110	74.9
Finance	815,855	956,443	1,072,533	835,546	-12.6
Information Technology	648,144	790,332	816,996	879,639	11.3
Human Resources	238,202	489,706	558,126	471,708	-3.7
Risk Management	790,635	779,200	779,200	1,185,152	52.1
Animal Control	297,918	349,930	349,930	394,936	12.9
Library Services	145,578	177,620	177,620	224,525	20.1

Summary of Program Expenditures



	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted	% Change From FY 22/23
Internal Services	248,620	275,012	347,593	292,012	6.2
Asset Replacement	231,025	289,126	650,239	303,126	4.8
Total	3,577,257	4,310,501	4,955,369	4,950,754	14.9
DEVELOPMENT SERVICES					
Development Services Management	554,013	701,058	701,058	772,133	10.1
Planning	640,876	798,646	1,283,359	754,718	-5.5
Building	1,315,044	1,478,001	1,598,001	1,486,804	0.6
Code Enforcement	86,725	114,329	114,329	136,350	19.3
Engineering	240,548	367,698	392,871	388,760	5.7
Capital Project Management	817,806	948,533	948,533	1,013,152	6.8
Transportation	398,215	553,668	595,064	605,078	9.3
Clean Water Program	226,193	218,000	221,021	218,000	0.0
Total	4,279,420	5,179,933	5,854,236	5,374,995	3.8
MAINTENANCE SERVICES					
Maintenance Services Management	352,254	408,809	408,809	450,516	10.2
Building Maintenance	918,574	959,670	986,320	980,145	2.1
Park Maintenance	2,278,169	2,587,841	3,208,956	2,748,022	6.2
Roadside Maintenance	1,722,295	2,123,757	2,192,035	2,206,601	3.9
Street Maintenance	825,379	1,030,951	1,046,984	1,110,058	7.7
Street Light Maintenance	594,617	787,430	817,018	794,034	0.8
Traffic Signal Maintenance	214,370	233,500	265,361	234,000	0.2
Equipment Maintenance	344,499	384,500	427,714	393,900	2.4
Total	7,250,157	8,516,458	9,353,197	8,917,276	4.7
RECREATION, ARTS & COMMUNITY SERVICES					
Recreation Management	376,779	429,873	440,981	389,231	-9.5
Sports & Fitness	331,210	716,325	727,958	704,441	-1.7
Facilities Management	485,605	556,440	556,440	580,947	4.4
Cultural Arts	475,547	692,642	692,642	764,591	10.4

Summary of Program Expenditures



	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted	% Change From FY 22/23
Teens	325,526	422,461	422,461	421,069	-0.3
Adults	88,665	132,805	132,805	173,776	30.9
Seniors	249,104	359,598	361,631	398,231	10.7
Total	2,785,831	3,826,260	3,851,034	3,980,078	4.0
TOTAL OPERATING EXPENDITURES	30,023,397	35,767,590	38,777,595	37,628,851	5.2
SUCCESSOR AGENCY					
Successor Agency	1,176,375	1,172,250	1,172,250	1,181,625	0.8
Total	1,176,375	1,172,250	1,172,250	1,181,625	0.8
TOTAL - ALL EXPENDITURES	31,199,772	36,939,840	39,949,845	38,810,476	5.1
CAPITAL APPROPRIATIONS	10,936,430	18,047,209	20,146,209	10,147,270	-43.8
TOTAL OPERATING & CAPITAL	42,136,202	54,987,049	60,096,054	48,957,746	-11.0

Summary of Program Expenditures



OPERATING EXPENSES BY CATEGORY FISCAL YEAR 2023/2024

	Employee Expenses	Temporary Salaries	Administration	Materials & Supplies	Contracted Services	Equipment	Program Activities	Total
GENERAL GOVERNMENT	2,270,431	0	149,635	148,824	248,199	0	265,040	3,082,129
POLICE SERVICES	492,293	120,000	145,875	55,700	9,697,171	324,000	488,580	11,323,619
ADMINISTRATIVE SERVICES	1,852,210	0	85,984	321,816	739,035	479,947	1,471,762	4,950,754
DEVELOPMENT SERVICES	4,348,034	43,200	121,901	201,060	645,000	9,000	6,800	5,374,995
MAINTENANCE SERVICES	3,528,856	100,000	78,500	529,250	2,045,290	230,550	2,404,830	8,917,276
RECREATION, ARTS & COMMUNITY SERVICES	1,952,479	642,920	53,680	297,159	933,390	33,400	67,050	3,980,078
TOTAL	14,444,303	906,120	635,575	1,553,809	14,308,085	1,076,897	4,704,062	37,628,851

Summary of Program Expenditures



	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted	% Change From FY 22/23
APPROPRIATIONS BY FUND					
General Fund	21,300,500	25,336,288	27,005,462	26,804,216	5.8
Peg Fees	4,351	32,935	32,935	33,463	1.6
Police - SLESF	100,246	100,043	100,043	100,047	0.0
Police - Abandoned Vehicle	22,344	40,220	40,220	40,238	0.0
Police - Asset Seizure	9	12	12	13	8.3
Building & Planning	2,320,982	2,403,306	3,008,019	2,430,122	1.1
Engineering	240,030	460,698	485,571	432,436	-6.1
Child Care Impact Fee	192	207	207	223	7.7
Gas Tax	1,067,379	1,305,940	1,366,371	1,389,449	6.4
Measure J	191,200	293,656	293,656	301,168	2.6
Clean Water	514,125	677,295	685,174	724,954	7.0
L L A D - Zone A	837,348	1,090,561	1,113,539	1,123,688	3.0
L L A D - Zone B	886,171	1,034,442	1,079,742	1,084,257	4.8
L L A D - Zone C	595,502	788,355	817,943	795,031	0.8
L L A D - Zone D	1,600,384	1,772,546	1,846,429	1,863,138	5.1
Donations/Contributions	3,259	5,775	32,488	5,797	0.4
Asset Replacement- General	232,666	292,132	731,160	306,369	4.9
Asset Replacement- Lib/CC	955	1,094	1,094	45,501	4,059.1
Civic Facilities	298	4,985	4,986	5,377	7.9
Park Facilities	2,804	4,914	4,914	5,300	7.9
Capital Improvement	94,978	103,697	103,694	118,050	13.8
Park Dedication Impact Fee	1,434	1,776	1,776	1,915	7.8
C T I P	78	781	781	857	9.7
R T I P	469	282	282	309	9.6
Tassajara Area Transportation	7	300	300	330	10.0
Old Town Parking In Lieu	392	512	512	563	10.0
NERIAD Assessment District	800	1,368	1,367	1,504	9.9
Misc Development Fees	111	232	232	255	9.9

Summary of Program Expenditures



	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted	% Change From FY 22/23
TRAD Assessment District	4	0	0	0	0.0
SVAD Benefit District	6	40	40	44	10.0
Tri-Valley Trans & Dev - Res	243	84	84	92	9.5
Tri-Valley Trans & Dev - Com	85	86	86	94	9.3
SCC Regional	1,162	7,619	7,619	8,381	10.0
SCC Sub Regional	631	2,190	2,190	2,409	10.0
Dougherty Valley Fee	25	419	419	461	10.0
Low Moderate Income Housing	2,227	2,800	3,708	2,800	0.0
Successor Agency RPTTF	1,176,375	1,172,250	1,176,790	1,181,625	0.8
TOTALS	31,199,772	36,939,840	39,949,845	38,810,476	5.1



STAFFING ALLOCATION BY SERVICE PROGRAM

Service Program	Regular Staff	Contract Staff	Temporary*	Total
General Government	9.50	0.00	0.00	9.50
Police Services	4.75	30.00	4.00	38.75
Administrative Services	12.00	0.00	0.00	12.00
Development Services	26.00	0.00	0.50	26.50
Maintenance Services	28.00	0.00	3.75	31.75
Recreation, Arts & Community Services	15.00	0.00	26.00	41.00
TOTAL	95.25	30.00	34.25	159.50

* Based upon converting total part-time temporary hours budgeted to full-time equivalents (1,950 hours equal 1.0 FTE)

RECOMMENDED STAFFING CHANGES:

Service Program

General Government

Community Outreach Add 1.0 Graphic Designer

Police Services

Management Add 1.0 Community Services Officer

Traffic Add 1.0 Community Services Officer

Administrative Services

Management Shift 1.0 Finance Director/Treasurer to Management from Finance
Eliminate 1.0 Administrative Coordinator

Finance Shift 1.0 Finance Director/Treasurer from Finance to Management

Personnel Allocation Detail



Service Program	Position	Total Personnel
GENERAL GOVERNMENT		
Town Manager		
	Town Manager	1.00
	Management Analyst	1.00
	Administrative Assistant	1.50
City Attorney		
	City Attorney	1.00
City Clerk		
	City Clerk	1.00
Community Outreach		
	Public Information Officer	1.00
	Graphic Designer	1.00
Community Events		
	Program Specialist	0.50
Economic Development		
	Business and Economic Development Director	1.00
	Program Specialist	0.50
GENERAL GOVERNMENT TOTAL		9.50

POLICE SERVICES

Police Services Management		
	Chief of Police	1.00
	Administrative Lieutenant	1.00
	Administrative Assistant	1.00
	Community Services Officer	1.00
	Temporary	1.00
Patrol		
	Sergeant	4.00
	Officer	16.00
Traffic		
	Sergeant	1.00
	Officer	3.00
	Community Services Officer	1.00
	Temporary	1.00

Personnel Allocation Detail



Service Program	Position	Total Personnel
Investigations		
	Sergeant	1.00
	Investigator	1.00
	Temporary	2.00
Emergency Preparedness		
	Emergency Services Manager	0.75
School Resource Program		
	School Resource Officer	2.00
	Community Outreach Coordinator	1.00
POLICE SERVICES TOTAL		38.75

ADMINISTRATIVE SERVICES

Administrative Services Management

	Finance Director/Treasurer	1.00
	Administrative Assistant	1.00

Finance

	Accounting Analyst	2.00
	Accounting Technician	2.00

Information Technology

	Chief Technology Officer	1.00
	Information Technology Analyst	2.00
	Information Technology Technician	1.00

Human Resources

	Human Resources Manager	1.00
	Human Resources Analyst	1.00

ADMINISTRATIVE SERVICES TOTAL 12.00

DEVELOPMENT SERVICES

Development Services Management

	Assistant Town Manager	1.00
	Deputy Town Manager/Development Serv Director	1.00
	Administrative Assistant	2.00

Planning

	Chief of Planning	1.00
	Development Coordinator	1.00
	Associate Planner	1.00

Personnel Allocation Detail



Service Program	Position	Total Personnel
	Assistant Planner	1.00
Building		
	Chief Building Official	1.00
	Permit Center Supervisor	1.00
	Plans Examiner	1.00
	Building Inspector	2.00
	Development Services Technician	2.00
	Temporary	0.50
Code Enforcement		
	Ass't Planner/Code Enforcement Officer	1.00
Engineering		
	Civil Engineering Associate	1.00
	Public Works Inspector	1.00
Capital Project Management		
	City Engineer	1.00
	Senior Civil Engineer	1.00
	Landscape Architect	1.00
	Civil Engineering Associate	1.00
	Public Works Inspector	1.00
Transportation		
	Transportation Manager	1.00
	Traffic Engineering Associate	1.00
	Transportation Program Analyst	1.00
DEVELOPMENT SERVICES TOTAL		26.50

MAINTENANCE SERVICES

Maintenance Services Management

Maintenance Services Director	1.00
Maintenance Services Coordinator	1.00

Building Maintenance

Maintenance Supervisor	1.00
Maintenance Worker	2.00
Temporary	1.75

Park Maintenance

Maintenance Supervisor	1.00
Maintenance Specialist	3.00



Personnel Allocation Detail



Service Program	Position	Total Personnel
	Maintenance Worker	5.00
	Temporary	1.50
Roadside Maintenance		
	Maintenance Superintendent	1.00
	Maintenance Supervisor	1.00
	Maintenance Specialist	1.00
	Maintenance Worker	4.00
	Temporary	0.50
Street Maintenance		
	Maintenance Supervisor	1.00
	Maintenance Specialist	1.00
	Maintenance Worker	3.00
Street Light Maintenance		
	Maintenance Worker	2.00
MAINTENANCE SERVICES TOTAL		31.75

RECREATION, ARTS & COMMUNITY SERVICES

Recreation, Arts & Community Services Management

	Recreation, Arts & Community Services Director	1.00
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Sports and Fitness

	Program Supervisor	0.50
	Program Coordinator	1.00
	Temporary	7.50

Facilities Management

	Program Supervisor	0.50
	Program Coordinator	1.00
	Administrative Assistant	1.00
	Facility Attendant	2.00
	Temporary	2.50

Cultural Arts

	Program Superintendent	1.00
	Program Coordinator	2.00
	Temporary	2.50

Youth Services

	Program Supervisor	0.50
	Program Coordinator	1.00
	Temporary	6.00

Personnel Allocation Detail



Service Program	Position	Total Personnel
Teen Services		
	Program Supervisor	0.50
	Program Coordinator	1.00
	Temporary	5.00
Adult Services		
	Program Supervisor	0.50
	Temporary	0.50
Senior Services		
	Program Supervisor	0.50
	Administrative Assistant	1.00
	Temporary	2.00
RECREATION, ARTS & COMMUNITY SERVICES TOTAL		41.00
PERSONNEL TOTAL		159.50



General Government



PROGRAMS	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Town Council	\$ 187,323	\$ 233,846	\$ 301,752	\$ 254,151
Town Manager	\$ 523,974	\$ 775,871	\$ 901,871	\$ 845,683
City Attorney	\$ 597,519	\$ 429,750	\$ 536,313	\$ 458,257
City Clerk	\$ 239,668	\$ 360,932	\$ 360,932	\$ 315,931
Economic Development	\$ 513,682	\$ 450,513	\$ 688,074	\$ 468,501
Community Outreach	\$ 212,360	\$ 261,684	\$ 270,929	\$ 401,021
Community Events	\$ 209,860	\$ 257,748	\$ 275,342	\$ 338,585
TOTAL	\$ 2,484,386	\$ 2,770,344	\$ 3,335,213	\$ 3,082,129

FUNDING

General Fund	\$ 2,479,450	\$ 2,737,423	\$ 3,302,292	\$ 3,049,208
Donations/Contributions	\$ 500	\$ 500	\$ 500	\$ 500
PEG Fee	\$ 4,436	\$ 32,421	\$ 32,421	\$ 32,421
TOTAL	\$ 2,484,386	\$ 2,770,344	\$ 3,335,213	\$ 3,082,129

PERSONNEL

	FTE
REGULAR	9.50



PROGRAM DESCRIPTION

The Town Council is elected to represent the citizens of Danville and are charged with setting policy for all areas of municipal affairs. The Town Council serves as the Successor Agency to the former Community Development Agency, the Danville Financing Authority and the Danville Disaster Council. The Council annually reviews and sets goals and priorities for the Town government; adopts a balanced budget that identifies services to be provided and a five-year Capital Improvement Program that prioritizes capital needs and spending. The Town Council appoints commission, committee and board members, who advise the Council in various areas.

Council members serve in various capacities through participation in local, regional and state organizations, including: League of California Cities, Association of Bay Area Governments, Contra Costa Mayors' Conference, Contra Costa Transportation Authority, County Connection, RecycleSmart, Marin Clean Energy, Tri-Valley Transportation Council, East Bay Economic Development Alliance, East Bay Regional Communications System Authority, Tri-Valley Regional Rail Authority and the San Ramon Valley Citizen Corps Council.

GOALS

- ❖ Promote open government and encourage civic engagement.
- ❖ Adopt a balanced operating budget and ensure that the Town remains on a fiscally sustainable course long term.
- ❖ Work towards enhancing the economic vitality of the downtown.
- ❖ Represent the Town's best interests by exercising leadership at the regional, state and federal level.

HIGHLIGHTS

- ❖ In 2022/23, the Town Council:
 - Adopted the Downtown Master Plan Update.
 - Adopted a new General Plan Housing Element.
 - Engaged with state and federal legislators to advocate for Danville's best interests.
 - Continued to expand Council outreach programs.
 - Authorized the emergency storm drain culvert replacement on Diablo Road.
 - Worked through two separate declarations of local emergency for the ongoing Coronavirus pandemic and the December 31, 2022 storm and aftermath.
 - Terminated the declaration of a local emergency related to the Coronavirus pandemic, effective February 21, 2023.
- ❖ In 2023/24, the Town Council will:
 - Continue to set direction and policy for the betterment of, and in the interest of, the Danville community.
 - Adopt updated Emergency Operations Plan.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 85,164	\$ 90,065	\$ 90,065	\$ 97,739
Administration	\$ 48,821	\$ 80,782	\$ 80,782	\$ 86,413
Materials & Supplies	\$ 27,560	\$ 21,100	\$ 35,537	\$ 22,100
Contracted Services	\$ 25,778	\$ 41,899	\$ 95,368	\$ 47,899
TOTAL	\$ 187,323	\$ 233,846	\$ 301,752	\$ 254,151

EXPENDITURE DETAIL

Employee Expenses: Councilmember costs each month include: \$1,147 salary; \$208 health care reimbursement; \$43 deferred compensation; and \$103 workers' compensation and FICA.

Administration: \$42,638 for dues/memberships and \$43,775 for meetings, travel, and conference registration.

Materials and Supplies: \$8,800 for community awards; \$5,000 for Mayor's discretionary supply fund; and \$8,300 for Town-hosted activities, proclamation supplies, and postage.

Contracted Services: \$31,000 for federal advocacy services; \$15,000 for grant writing consultant services; and \$1,899 for televising of the annual Community Awards event.

FUNDING

General Fund	\$ 186,823	\$ 233,346	\$ 301,252	\$ 253,651
Donations/Contributions	\$ 500	\$ 500	\$ 500	\$ 500
TOTAL	\$ 187,323	\$ 233,846	\$ 301,752	\$ 254,151



PROGRAM DESCRIPTION

Town Manager is appointed by the Town Council to serve as the Town's chief administrator, Executive Director of the Danville Financing Authority and Director of Emergency Services. The Town Manager also serves as a Board Member on the East Bay Regional Communications System Joint Powers Authority and the East Bay Regional Communications System Authority Finance Committee.

The Town Manager provides overall administration and direction for all areas of the Town government. The Town Manager ensures that all goals established by the Town Council are met, supports the Town Council by presenting information and recommendations that facilitate informed policy making, facilitates communication among the Town Council, commissioners, Town staff and the community, and coordinates working relationships with external agencies and organizations.

GOALS

- ❖ Assist the Town Council in establishing annual and long-term goals that support the vision and mission of the Town government.
- ❖ Ensure provision of effective, high quality public services to Town residents and customers.
- ❖ Carefully manage Town finances to balance the need to deliver service in areas of highest priority, while ensuring long-term fiscal sustainability.
- ❖ Create and maintain a workplace characterized by leadership, innovation, enthusiasm and high standards of accomplishment.
- ❖ Effectively partner with other government agencies and service providers.

HIGHLIGHTS

- ❖ In 2022/23, the Town Manager's Office:
 - Completed the relocation of the Town Offices and Police Department into new facilities located at 500 La Gonda Way.
 - Worked with the Town's lobbyists and the Tri-Valley coalition to monitor state legislation and advocate positions that support Danville's best interests.
 - Secured \$605,000 in grant and state funding.
- ❖ In 2023/24, the Town Manager's Office will:
 - Continue to advocate for local control at the federal, state, and regional level.
 - Ensure that high priority capital projects including American Rescue Plan Act (ARPA) funded projects continue to move forward on schedule.
 - Continue to pursue reimbursement from FEMA for all recoverable costs related to damage from winter 2022/2023 storms.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 520,753	\$ 766,324	\$ 792,324	\$ 835,034
Administration	\$ 2,596	\$ 8,202	\$ 8,202	\$ 9,304
Materials & Supplies	\$ 625	\$ 1,345	\$ 1,345	\$ 1,345
Contracted Services	\$ 0	\$ 0	\$ 100,000	\$ 0
TOTAL	\$ 523,974	\$ 775,871	\$ 901,871	\$ 845,683

EXPENDITURE DETAIL

Administration: \$1,907 for professional dues; \$7,047 for meeting, travel and conference registration; \$350 for training.

Materials and Supplies: \$1,345 for miscellaneous supplies and subscriptions.

FUNDING

General Fund	\$ 523,974	\$ 775,871	\$ 901,871	\$ 845,683
TOTAL	\$ 523,974	\$ 775,871	\$ 901,871	\$ 845,683

PERSONNEL

REGULAR	FTE
Town Manager	1.00
Management Analyst	1.00
Administrative Assistant	<u>1.50</u>
TOTAL REGULAR FTE:	3.50



PROGRAM DESCRIPTION

The City Attorney is appointed by the Town Council and serves as the principal legal advisor to the Town, including the Town Council, advisory boards and commissions and Town staff. The City Attorney's Office also oversees the risk management function. The City Attorney keeps Town officials aware of changes in the law, providing legal analysis at the earliest stage of policy development, and working to develop a range of alternatives to achieve the desired policy goals.

The City Attorney serves on the Board of Directors for the Municipal Pooling Authority, a risk management and insurance pool for cities in the region.

GOALS

- ❖ Advise the Town Council, commissions and staff on a broad range of legal issues, including land use, public safety, personnel, code enforcement, public records, ethics and the Ralph M. Brown Act.
- ❖ Minimize the Town's exposure to litigation and associated costs.
- ❖ Draft and review all Town ordinances, resolutions, contracts, leases and other legal documents.
- ❖ Manage litigation involving the Town and manage other dispute resolution processes.

HIGHLIGHTS

- ❖ In 2022/23, the City Attorney's Office:
 - Assisted with preparation and approval of the 2023-2031 Housing Element as well as implementation of and compliance with new state laws regarding housing and development.
 - Assisted with measures transitioning the Town from the COVID-19 pandemic.
- ❖ In 2023/24, the City Attorney's Office will:
 - Work on implementation of the 2023-2031 Housing Element.
 - Work on updates to the Town's Noise Ordinance.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 330,958	\$ 382,700	\$ 382,700	\$ 391,007
Administration	\$ 2,609	\$ 2,500	\$ 2,500	\$ 2,700
Materials & Supplies	\$ 3,727	\$ 4,550	\$ 4,550	\$ 4,550
Program Activities	\$ 260,225	\$ 40,000	\$ 146,563	\$ 60,000
TOTAL	\$ 597,519	\$ 429,750	\$ 536,313	\$ 458,257

EXPENDITURE DETAIL

Administration: \$2,700 for professional dues and mandatory continuing education.

Materials and Supplies: \$4,550 for library and legal reference materials.

Program Activities: \$60,000 for outside counsel to provide legal assistance on specialized matters such as tax and pension matters, land use and CEQA, and litigation not covered by the Municipal Pooling Authority.

FUNDING

General Fund	\$ 597,519	\$ 429,750	\$ 536,313	\$ 458,257
TOTAL	\$ 597,519	\$ 429,750	\$ 536,313	\$ 458,257

PERSONNEL

REGULAR	FTE
City Attorney	<u>1.00</u>
TOTAL REGULAR FTE:	1.00



PROGRAM DESCRIPTION

The City Clerk is an appointed officer of the Town and serves as the Town's elections official, administers the Town Council agenda and meeting process, maintains all legislative history, coordinates the recruitment of Town advisory body members, ensures that required legal notices are appropriately published, maintains the Municipal Code and performs other statutory duties as required. The City Clerk complies with all federal and state laws including the California Government Code, California Election Law, FPPC, Ralph M. Brown Act, and Public Records Act. The City Clerk assists other departments by overseeing maintenance of Town contracts and surety bonds, and conducts the public bidding process.

GOALS

- ❖ Maintain the legislative history of the Town Council, Commissions, Boards and Committees.
- ❖ Provide public access to information and respond to requests for public records.
- ❖ Serve as the Town's elections official; conduct biennial Town Council elections and special elections as necessary.
- ❖ Maintain the Town's Municipal Code and perform biannual Code updates.
- ❖ Conduct biannual recruitments for Town commissions, boards and committees.

HIGHLIGHTS

- ❖ In 2022/23, the City Clerk's Office:
 - Began officiating Civil Marriage Ceremonies at the new Danville Town Offices.
 - Implemented a coalition of City and Board Clerks in Contra Costa County to collaborate on issues and serve as a collective resource.
 - Transitioned to the return of in-person public meetings.
 - Conducted the nomination process for two seats on the Danville Town Council.
 - Replaced Permanent Ballot Drop Off Box at the Sycamore Park and Ride with larger container in response to need of voters.
 - Assisted in relocation of Town Offices and Council Chambers to 500 La Gonda Way.
 - Promoted transparency and public access to Town information.
 - Continued to encourage community engagement and public service.
- ❖ In 2023/24, the City Clerk's Office will:
 - Oversee the Town Design Awards process.
 - Promote Danville as a destination for Civil Marriage Ceremonies.
 - Serve as the Chair and host monthly meetings of Agency Clerks in Contra Costa County to foster collaboration and sharing of information.
 - Coordinate the recruitment and appointment of Danville residents to serve on Town advisory bodies.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 187,721	\$ 216,345	\$ 216,345	\$ 235,729
Administration	\$ 8,480	\$ 17,863	\$ 17,863	\$ 17,863
Materials & Supplies	\$ 42,697	\$ 54,350	\$ 54,350	\$ 54,839
Contracted Services	\$ 770	\$ 72,374	\$ 72,374	\$ 7,500
TOTAL	\$ 239,668	\$ 360,932	\$ 360,932	\$ 315,931

EXPENDITURE DETAIL

Administration: \$13,783 for advertising; and \$4,080 for dues and travel.

Materials and Supplies: \$12,480 for software maintenance and licensing; \$3,450 for records management supplies; \$21,173 for video streaming public meetings on the Town's website; \$11,736 for Zoom user subscriptions; and \$6,000 for miscellaneous supplies and printing.

Contract Services: \$7,500 for scanning services, Municipal Code updating, and web hosting.

FUNDING

General Fund	\$ 235,232	\$ 328,511	\$ 328,511	\$ 283,510
PEG Fee	\$ 4,436	\$ 32,421	\$ 32,421	\$ 32,421
TOTAL	\$ 239,668	\$ 360,932	\$ 360,932	\$ 315,931

PERSONNEL

REGULAR	FTE
City Clerk	<u>1.00</u>
TOTAL REGULAR FTE:	1.00



PROGRAM DESCRIPTION

Community Outreach promotes government transparency, communication, and civic engagement through marketing, media relations, social media, and in-person efforts.

Community Outreach maintains a current Town website which provides information about the Town Government and services; offers a printed quarterly newsletter; prepares and distributes press releases that address current news and information; serves as a point of contact for the community and media; and uses several social media platforms to provide timely and relevant information on Town programs, events, and projects.

GOALS

- ❖ Share accurate and timely information on Town activities, programs and services with residents through printed publications, digital media, and in-person efforts.
- ❖ Create opportunities for citizen involvement and engagement through the Town's website, community workshops, outreach activities and special events.
- ❖ Provide a consistent voice in emergency communication.

HIGHLIGHTS

- ❖ In 2022/23, Community Outreach:
 - Launched website refresh to make the Town home page easier to navigate.
 - Town social media accounts and digital alerts reached over 8,000 followers on Instagram, 9,000 followers on Facebook, 32,000 followers on Nextdoor, 32,000 followers on Nixle, and 8,000 followers on Twitter.
 - Conducted community outreach audit and drafted outreach strategy.
 - Supported Town storm response with 48 social media posts over 2 weeks.
 - Created campaigns for Housing Element and Diablo Road Culvert Project.
- ❖ In 2023/24, Community Outreach will:
 - Engage the community and more efficiently share information by creating a consistent, convenient source of information across multiple online platforms and social media channels.
 - Expand communication efforts to include a full-time graphic designer position by centralizing all graphic services in-house, eliminating the need for contracted services or a temporary position.
 - Streamline internal communication processes and expand engagement efforts across Town platforms, including email newsletters, websites, social media, and www.danilletowntalks.org.
 - Continue to share Town stories in the *Live Locally* quarterly newsletter.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 127,607	\$ 143,859	\$ 143,859	\$ 307,006
Administration	\$ 1,565	\$ 4,875	\$ 4,875	\$ 5,275
Materials & Supplies	\$ 1,776	\$ 35,450	\$ 41,252	\$ 19,240
Contracted Services	\$ 12,350	\$ 2,000	\$ 2,000	\$ 2,000
Program Activities	\$ 69,062	\$ 75,500	\$ 78,943	\$ 67,500
TOTAL	\$ 212,360	\$ 261,684	\$ 270,929	\$ 401,021

EXPENDITURE DETAIL

Administration: \$1,500 for outreach needs related to promotion of Town projects through online platforms; and \$3,775 for professional development (training, conferences, and memberships).

Materials and Supplies: \$3,000 for printed marketing collateral; \$15,000 for software licenses (\$7,000 for DanvilleTownTalks.org site, \$7,000 for CivicPlus site, and \$1,000 for various outreach software licenses less than \$200 annually); \$740 for supplies and postage; and \$500 for reference materials.

Contracted Services: \$2,000 for project-based outreach consultant services.

Program Activities: \$67,500 for printing and mailing of the quarterly Town newsletter.

FUNDING

General Fund	\$ 212,360	\$ 261,684	\$ 270,929	\$ 401,021
TOTAL	\$ 212,360	\$ 261,684	\$ 270,929	\$ 401,021

PERSONNEL

REGULAR	FTE
Graphic Designer	1.00
Public Information Officer	<u>1.00</u>
TOTAL REGULAR FTE:	2.00



PROGRAM DESCRIPTION

Community Events manages the Town resources required to support annual celebrations and activities that enrich the quality of life for residents, promote the community and enhance the local economy. This includes events that are staged and organized entirely by the Town (Town-sponsored) or staged and organized by various community groups with some level of Town assistance (Town co-sponsored). Town support for co-sponsored events is typically in the form of partial funding, street closures, encroachment permits, or staffing assistance.

GOALS

- ❖ Bring the community together to celebrate the community and Danville’s heritage.
- ❖ Facilitate family-friendly events that are safe and accessible to everyone, while managing the events’ impact on traffic, circulation and access to private property.
- ❖ Promote and foster economic vitality with a focus in downtown Danville.
- ❖ Cultivate partnerships with community organizations, businesses and residents through co-sponsored events.

HIGHLIGHTS

- ❖ In 2022/23, Community Events:
 - Co-sponsored the Fourth of July Parade, two Hot Summer Sundays Car Shows, Devil Mountain Run, Flavors of Fall, and Lighting of the Old Oak Tree.
 - Utilized social media to expand awareness of events and activities.
 - Continued to implement additional safety measures where necessary or appropriate, including new measures to strengthen road closures.
 - Undertook past event evaluations to review overall performance and identify opportunities to improve future events.
- ❖ In 2023/24, Community Events will:
 - Work with event organizers to provide safe events for the community that are engaging and welcoming to all potential attendees and promote economic vitality for the local business community.
 - Continue to evaluate event logistics as they relate to road closure safety for the public.
 - Continue to evaluate event safety and consider actions to promote events that are safe and enjoyable.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 67,828	\$ 87,936	\$ 87,936	\$ 86,895
Administration	\$ 0	\$ 1,850	\$ 1,850	\$ 3,100
Materials & Supplies	\$ 26,088	\$ 29,800	\$ 33,960	\$ 31,250
Contracted Services	\$ 95,105	\$ 110,800	\$ 124,234	\$ 185,800
Program Activities	\$ 20,839	\$ 27,362	\$ 27,362	\$ 31,540
TOTAL	\$ 209,860	\$ 257,748	\$ 275,342	\$ 338,585

EXPENDITURE DETAIL

Administration: \$1,100 for professional development and training; and \$2,000 for meals for event staff.

Materials and Supplies: \$15,000 for downtown banner rotation (five times per year); \$14,750 for road closure event and miscellaneous program supplies; and \$1,500 for community event marketing material.

Contracted Services: \$150,000 for event overtime and safety; \$15,000 for Oak Tree lighting; \$2,800 for portable restroom rentals for Music In The Park; \$3,000 for July 4th Parade street sweeping; and \$15,000 for deployment of Meridian Safety Barricades.

Program Activities: \$19,540 for Town co-sponsorship of the July 4th Parade and \$12,000 for Town co-sponsorship of the Lighting of the Old Oak Tree event.

FUNDING

General Fund	\$ 209,860	\$ 257,748	\$ 275,342	\$ 338,585
TOTAL	\$ 209,860	\$ 257,748	\$ 275,342	\$ 338,585

PERSONNEL

REGULAR	FTE
Program Specialist	<u>0.50</u>
TOTAL REGULAR FTE:	0.50



PROGRAM DESCRIPTION

Economic Development facilitates the retention and expansion of businesses in Danville, while meeting the needs of the Danville community and greater Tri-Valley region. The Business and Economic Development Director acts as a concierge to Danville-based businesses and assists in guiding prospective new businesses through the entitlement and permitting process.

Efforts continue to focus on rebuilding the business community and marketing emerging from the pandemic, the Comprehensive Economic Development Plan (CEDP), partnerships with local and regional business organizations, promoting the Business Promotion Grant Funding Program, and strengthening the “Business Concierge” operational process.

GOALS

- ❖ Support economic development activities across the community that have a positive impact on the Town’s fiscal health.
- ❖ Foster supportive conditions and offer valuable resources to help small businesses and proprietors prosper.
- ❖ Deliver effective economic development programs by working with local and regional partners.
- ❖ Continue to enhance the character and functionality of the Town to attract visitors and support the quality of life for residents and businesses.

HIGHLIGHTS

- ❖ In 2022/23 Economic Development:
 - Adopted the Downtown Master Plan and began implementation of catalyst projects.
 - Awarded 10 collaborative Business Promotion Grants that promoted exposure to over 75 local small businesses.
 - Implemented large-scale Holiday Marketing Campaign “*Joy And Bliss You Won’t Want to Miss*” to support businesses during 4th quarter shopping season.
 - Developed a grant program to support new and existing businesses.
- ❖ In 2023/24, Economic Development will:
 - Implement the business support grant program and continue to monitor economic health and adapt programs to support local businesses.
 - Develop a 4th quarter marketing campaign to promote local businesses.
 - Administer the new “Business Boost” grant program to support small brick and mortar businesses.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 250,559	\$ 292,083	\$ 292,083	\$ 317,021
Administration	\$ 35,347	\$ 25,180	\$ 25,180	\$ 24,980
Materials & Supplies	\$ 38,122	\$ 12,250	\$ 16,158	\$ 15,500
Contracted Services	\$ 25,000	\$ 5,000	\$ 5,000	\$ 5,000
Program Activities	\$ 164,654	\$ 116,000	\$ 349,653	\$ 106,000
Other	\$ 0	\$ 0	\$ 0	\$ 0
TOTAL	\$ 513,682	\$ 450,513	\$ 688,074	\$ 468,501

EXPENDITURE DETAIL

Administration: \$5,000 for advertising; \$16,480 for dues/membership (Danville Area Chamber of Commerce, CALED, EBEDA, iGate, Visit Tri-Valley, etc.); and \$3,500 for regional meetings, conference registration and travel expenses.

Materials and Supplies: \$6,000 for software subscriptions; \$9,500 for Live Locally printed material and promotional marketing and supplies.

Contracted Services: \$5,000 for consultant services for Comprehensive Economic Development Plan (CEDP) implementation efforts and Community Branding.

Program Activities: \$50,000 for business promotion; \$49,000 in pass-through costs for the Visit Tri-Valley TBID; and \$7,000 for Danville Information Center at the Museum of the San Ramon Valley.

FUNDING

General Fund	\$ 513,682	\$ 450,513	\$ 688,074	\$ 468,501
TOTAL	\$ 513,682	\$ 450,513	\$ 688,074	\$ 468,501

PERSONNEL

REGULAR	FTE
Business and Economic Development Director	1.00
Program Specialist	<u>0.50</u>
TOTAL REGULAR FTE:	1.50





Police Services



PROGRAMS	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Police Services Management	\$ 1,495,204	\$ 1,738,492	\$ 1,864,889	\$ 1,845,765
Patrol	\$ 5,628,219	\$ 6,278,863	\$ 6,358,538	\$ 6,303,841
Traffic	\$ 1,017,929	\$ 1,353,314	\$ 1,353,438	\$ 1,313,741
Investigation	\$ 971,141	\$ 1,006,615	\$ 1,006,615	\$ 1,051,156
Emergency Preparedness	\$ 103,336	\$ 135,378	\$ 213,634	\$ 137,189
School Resource Program	\$ 430,517	\$ 651,432	\$ 651,432	\$ 671,927
TOTAL	\$ 9,646,346	\$ 11,164,094	\$ 11,448,546	\$ 11,323,619

FUNDING

Donations/Contributions	\$ 1,776	\$ 0	\$ 26,713	\$ 0
General Fund	\$ 9,522,398	\$ 11,024,094	\$ 11,281,833	\$ 11,183,619
Police - Abandoned Vehicle	\$ 22,172	\$ 40,000	\$ 40,000	\$ 40,000
Police - SLESF	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
TOTAL	\$ 9,646,346	\$ 11,164,094	\$ 11,448,546	\$ 11,323,619

PERSONNEL

	FTE
CONTRACT	30.00
REGULAR	4.75
TEMPORARY*	4.00
	<u>38.75</u>

* part-time temporary hours converted to full time equivalents (FTE)



PROGRAM DESCRIPTION

The Police Department works in partnership with the community to protect people, property, rights, and enhance the quality of life in Danville. Police protection is delivered through a combination of contract services provided through the Contra Costa County Sheriff's Office, and Town personnel and resources.

The Police Department maintains partnerships with the Sheriff's Office and local, state and federal agencies, including the City of San Ramon, San Ramon Valley Fire Protection District, and San Ramon Valley Unified School District. Police services are augmented through the service of six Reserve Officers and trained Volunteers in Police Services (VIPs).

GOALS

- ❖ Recruit and maintain a highly skilled and trained team of sworn police personnel, police reserves and volunteers.
- ❖ Effectively manage police resources and personnel to meet all community, regional, state and federal requirements.
- ❖ Coordinate community outreach efforts including participation in neighborhood and business crime prevention meetings, citizens academy and special events.

HIGHLIGHTS

Police staffing ratios (0.69 officers per 1,000 population) and per capita costs (\$262) are significantly less than the averages for law enforcement agencies in Contra Costa County of 1.09 officers per 1,000 population and \$404 per capita.

- ❖ In 2022/23, Police Services Management:
 - Closed 2022 with a near record low in reported Part 1 Violent crime; 10 total, tying the lowest year ever.
 - Increased the level of in-person engagement with community groups and businesses.
 - Implemented portions of the strategic plan aimed at officer and employee wellness.
 - Continued to meet with businesses and residents, engaging the community in education and adaptive problem solving.
 - Continued the weekly live podcast "10-8 In-Service" designed to provide information to, and engage with, the community.
 - Relocated Police Services to 500 La Gonda Way.
- ❖ In 2023/24, Police Services Management will:
 - Continue to engage the community in problem-solving and crime reduction strategies.
 - Implement the strategic plan designed to improve officer capabilities and wellness, prevent and solve crime, build trust and partnerships with the community, and create and advance effective solutions to enhance public safety.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 99,135	\$ 106,463	\$ 106,463	\$ 191,990
Temporary Salaries	\$ 130,467	\$ 110,000	\$ 110,000	\$ 50,000
Administration	\$ 10,447	\$ 27,000	\$ 37,632	\$ 57,500
Materials & Supplies	\$ 80,348	\$ 85,500	\$ 120,510	\$ 25,000
Contracted Services	\$ 1,077,083	\$ 1,064,029	\$ 1,067,784	\$ 1,123,695
Equipment	\$ 6,637	\$ 232,000	\$ 309,000	\$ 199,000
Program Activities	\$ 91,087	\$ 113,500	\$ 113,500	\$ 198,580
TOTAL	\$ 1,495,204	\$ 1,738,492	\$ 1,864,889	\$ 1,845,765

EXPENDITURE DETAIL

Temporary Salaries: \$50,000 for part time temporary Police Assistant and Fleet Manager.

Administration: \$22,500 for training and dues; \$15,000 for community outreach; \$12,000 for VIP Program; and \$8,000 for Livescan.

Materials & Supplies: Active threat trauma kits, Naloxone and miscellaneous supplies.

Contracted Services: \$813,695 for sworn personnel; \$265,000 dispatch service, \$45,000 for general contracted services through the Sheriff's Office.

Equipment: \$100,000 for ALPR camera licensing and operations; \$74,000 for body worn and in-car cameras; \$25,000 for general equipment purchase and maintenance.

Program Activities: \$131,580 for liability insurance (\$4,386 per sworn officer); \$33,000 for EBRCSA subscriber fees; and \$34,000 for cellular communications.

FUNDING

General Fund	\$ 1,495,204	\$ 1,738,492	\$ 1,844,889	\$ 1,845,765
Donations/Contributions	\$ 0	\$ 0	\$ 20,000	\$ 0
TOTAL	\$ 1,495,204	\$ 1,738,492	\$ 1,864,889	\$ 1,845,765

PERSONNEL

CONTRACT	FTE
Chief of Police	1.00
Administrative Lieutenant	<u>1.00</u>
TOTAL CONTRACT FTE:	2.00
REGULAR	FTE
Administrative Assistant	1.00
Community Services Officer	<u>1.00</u>
TOTAL REGULAR FTE:	2.00
TEMPORARY FTE:*	1.00

*part-time temporary hours converted to full time equivalents (FTE)



PROGRAM DESCRIPTION

Patrol activities provide a proactive and visible law enforcement presence, 24 hours per day, 7 days per week. Danville is divided into three geographic patrol beats to provide patrol coverage and allow patrol officers to respond to emergencies and protect life and property. Emphasis is placed on providing effective and timely law enforcement services while maintaining positive and proactive customer contacts. Patrol includes the Police Reserve, and Volunteers in Police Services.

Patrol officers respond to crimes, calls for service, traffic accidents and emergencies. Patrol staffing operates with a minimum of three officers per shift and strives to respond to Priority I details within five minutes and Priority II details within 15 minutes. Patrol staff is supplemented by five trained Police Reserves, who contribute an average of 1,000 hours of service annually, and 25 citizen Volunteers in Police Services (VIPS), who contribute an average of 4,000 hours of service annually.

GOALS

- ❖ Provide a safe and secure environment for all Town residents and businesses.
- ❖ Augment patrol activities using Police Reserves, Volunteers in Police Services, bicycle patrols and walking beats.
- ❖ Assist the Investigations Unit on criminal cases and prosecution with the District Attorney's Office.

HIGHLIGHTS

- ❖ In 2022/23, Patrol:
 - Conducted two Citizen Academies for adults and one for teens.
 - Maintained a bait bike and package program aimed at targeting thieves committing crimes in Town.
 - Worked with the Investigations Unit to solve high profile violent crimes, solving four of the five robberies for the year.
- ❖ In 2023/24, Patrol will:
 - Continue to focus on reducing average response times to Priority I calls for service to less than five minutes.
 - Continue outreach efforts in the community like Recess with the Cops and Cop Cars to the Community.
 - Continue to use a problem-focused policing model that uses data to drive enforcement.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Administration	\$ 52,312	\$ 11,000	\$ 15,000	\$ 65,000
Materials & Supplies	\$ 27,340	\$ 14,000	\$ 23,553	\$ 9,500
Contracted Services	\$ 5,421,635	\$ 6,173,863	\$ 6,174,908	\$ 6,149,341
Equipment	\$ 126,932	\$ 80,000	\$ 145,077	\$ 80,000
TOTAL	\$ 5,628,219	\$ 6,278,863	\$ 6,358,538	\$ 6,303,841

EXPENDITURE DETAIL

Administration: \$50,000 for the Crossing Guard program; \$10,000 for the Reserve Program; \$5,000 for training and associations.

Materials and Supplies: \$9,500 for uniforms and miscellaneous supplies.

Contracted Services: \$6,138,841 for sworn personnel and overtime; and \$10,500 for Starchase Pursuit Mitigation Program.

Equipment: \$25,000 to fund the Automated Regional Information Exchange System (ARIES); \$10,000 for Small Unmanned Aerial System (sUAS) Program; \$20,000 for software licenses and database searches (FirstTwo, TLO, GPS Bait Devices, Crossroads E-Cite); and \$25,000 for miscellaneous equipment.

FUNDING

General Fund	\$ 5,626,443	\$ 6,278,863	\$ 6,351,825	\$ 6,303,841
Donations/Contributions	\$ 1,776	\$ 0	\$ 6,713	\$ 0
TOTAL	\$ 5,628,219	\$ 6,278,863	\$ 6,358,538	\$ 6,303,841

PERSONNEL

CONTRACT	FTE
Sergeant	4.00
Patrol Officer	<u>16.00</u>
TOTAL CONTRACT FTE:	20.00



PROGRAM DESCRIPTION

The Police Traffic Unit works with the Town’s Transportation Division to improve traffic safety through education, engineering and enforcement. The Traffic Unit provides for orderly and safe traffic flow, and investigates and develops strategies to reduce traffic accidents, traffic related injuries and fatalities, and property damage. The Traffic Unit provides parking enforcement activities with a heavy downtown emphasis, and vehicle abatement services.

Identifying and removing abandoned vehicles is a high priority. The Abandoned Vehicle Program provides funding to assist in this effort.

GOALS

- ❖ Utilize motorcycle officers to enforce red light violations, traffic safety in school zones and speed enforcement on arterial roadways.
- ❖ Support traffic safety education efforts through participation in the “Every 15 Minutes” DUI and Street Smarts traffic safety education programs.
- ❖ Provide parking enforcement to maintain availability of parking in commercial and residential areas.

HIGHLIGHTS

- ❖ In 2022/23, Traffic:
 - Enabled the number of reported traffic collisions to drop by 18% from the 10-year average of 281 to a total of 230 in 2022.
 - Continued to use a data-driven approach to strategically enforce the areas where collisions were occurring, addressing the primary factors for those collisions.
- ❖ In 2023/24, Traffic will:
 - Continue to focus enforcement efforts in areas where collisions are occurring, addressing the primary factors for those collisions.
 - Work to improve traffic safety in residential areas and the downtown through educating students and businesses in and near the downtown area.
 - Participate in regional training efforts as a lead agency on the county-wide Injury and Major Protocol Accident Call Out (IMPACT) team.
 - Coordinate large scale enforcement efforts involving regional partners to reduce the overall collision rate.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 0	\$ 0	\$ 0	\$ 97,237
Temporary Salaries	\$ 0	\$ 120,000	\$ 120,000	\$ 20,000
Administration	\$ 130	\$ 4,000	\$ 4,000	\$ 4,000
Materials & Supplies	\$ 2,172	\$ 5,000	\$ 5,124	\$ 5,000
Contracted Services	\$ 999,223	\$ 1,204,314	\$ 1,204,314	\$ 1,167,504
Equipment	\$ 16,404	\$ 20,000	\$ 20,000	\$ 20,000
TOTAL	\$ 1,017,929	\$ 1,353,314	\$ 1,353,438	\$ 1,313,741

EXPENDITURE DETAIL

Temporary Salaries: \$20,000 for one part-time and temporary Parking Enforcement Officer whose efforts are focused within business districts and enforcement of red zones around school sites.

Administration: \$4,000 in dues, travel and conference expenses.

Materials and Supplies: \$5,000 in specialized supplies for traffic enforcement officers.

Contracted Services: \$1,167,504 for sworn personnel and overtime.

Equipment: \$20,000 for purchase and maintenance of specialized equipment for the reconstruction and documentation of accident scenes, speed enforcement, and other general equipment.

FUNDING

General Fund	\$ 995,757	\$ 1,313,314	\$ 1,313,438	\$ 1,273,741
Police-Abandoned Vehicle	\$ 22,172	\$ 40,000	\$ 40,000	\$ 40,000
TOTAL	\$ 1,017,929	\$ 1,353,314	\$ 1,353,438	\$ 1,313,741

PERSONNEL

CONTRACT	FTE
Sergeant	1.00
Traffic Officer	3.00
TOTAL CONTRACT FTE:	4.00
REGULAR	
Community Services Officer	1.00
TOTAL REGULAR FTE:	1.00
TEMPORARY FTE:*	1.00

*part-time temporary hours converted to full time equivalents (FTE)



PROGRAM DESCRIPTION

The Investigations Unit coordinates and provides timely and comprehensive investigations on all felony and selected misdemeanor crimes. Investigations works with the District Attorney's Office to obtain criminal complaints and bring successful closure to cases. The Investigations Unit also coordinates investigative information with other county, state and federal law enforcement agencies, prepares crime trend reports and assists in planning responses to those trends, partners with, and provides support to other drug enforcement agencies.

GOALS

- ❖ Provide follow-up investigations on all felonies and selected misdemeanor crimes, obtain criminal complaints on cases and bring closure to cases, including recovery of property.
- ❖ Work proactively to prevent and solve crimes by establishing trends and developing suppression and undercover operations to locate criminals and gather intelligence information.
- ❖ Educate residents and businesses about crime prevention strategies.
- ❖ Train and develop investigative skills for Police Department staff.

HIGHLIGHTS

- ❖ In 2022/23 Investigations:
 - Maintained a Problem-Oriented Policing strategy to keep total Part 1 reported crime 21% lower than the 10-year average and a Part 1 violent crime total of only 10 reported violent crimes, tying the lowest year on record.
 - Solved and prevented crime using innovative real time strategies.
 - Used ALPR Technology and DNA to follow up and solve many cases.
 - Successfully maintained a case closure rate of 34% for residential and commercial burglaries, well above the national average.
- ❖ In 2023/24, Investigations will:
 - Work to reduce crime targeting businesses and vehicles.
 - Work with neighboring agencies and partner on Task Forces aimed at reducing instances of crime in Danville.
 - Continue community outreach to increase the awareness of crime trends.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 361	\$ 0	\$ 0	\$ 0
Temporary Salaries	\$ 6,933	\$ 50,000	\$ 50,000	\$ 50,000
Administration	\$ 5,024	\$ 5,000	\$ 5,000	\$ 0
Materials & Supplies	\$ 1,609	\$ 0	\$ 0	\$ 0
Contracted Services	\$ 775,690	\$ 693,615	\$ 693,615	\$ 696,156
Equipment	\$ 2,682	\$ 10,000	\$ 10,000	\$ 15,000
Program Activities	\$ 178,842	\$ 248,000	\$ 248,000	\$ 290,000
TOTAL	\$ 971,141	\$ 1,006,615	\$ 1,006,615	\$ 1,051,156

EXPENDITURE DETAIL

Temporary Salaries: \$50,000 for two part-time Crime Prevention Specialists.

Contract Services: \$696,156 for sworn personnel and overtime.

Equipment: \$15,000 for specialized equipment

Program Activities: \$180,000 for Crime Lab services to provide drug, alcohol and toxicology screening; \$18,000 for property and evidence storage; \$67,000 for Cal ID which provides for fingerprint processing and identification; and \$25,000 to cover Jail Access Fees at the County Detention facility.

FUNDING

General Fund	\$ 971,141	\$ 1,006,615	\$ 1,006,615	\$ 1,051,156
TOTAL	\$ 971,141	\$ 1,006,615	\$ 1,006,615	\$ 1,051,156

PERSONNEL

CONTRACT	FTE
Sergeant	1.00
Investigator	<u>1.00</u>
TOTAL CONTRACT FTE:	2.00
TEMPORARY FTE:*	2.00

*part-time temporary hours converted to full time equivalents (FTE)



PROGRAM DESCRIPTION

Emergency Preparedness develops and maintains disaster response plans and coordinates local efforts to maintain the Town in a state of readiness by means of strong community outreach and emergency exercise participation. The Emergency Preparedness Program reflects the high priority assigned to planning for, and managing of, any technological, human caused or natural disasters.

All Town employees function as disaster service workers in the event of a declared emergency and receive basic disaster preparedness training. San Ramon Valley agencies work collaboratively to recruit and train disaster volunteers through the CERT program from the San Ramon Valley Emergency Preparedness Citizen Corps Council (SRVEPCCC). Working together with the members of the SRVEPCCC ensures the Town, and the entire San Ramon Valley, is better able to plan for, respond to, and recover from a disaster.

GOALS

- ❖ Coordinate planning and response efforts with the San Ramon Valley Fire Protection District, City of San Ramon, San Ramon Valley Unified School District, Contra Costa County Office of Emergency Services, and community-based organizations such as the American Red Cross.
- ❖ Ensure the Town has resources and relationships to save lives, protect property, and preserve the environment before and during a disaster, and restore services after a disaster.

HIGHLIGHTS

- ❖ In 2022/23, Emergency Preparedness:
 - Coordinated the EOC transition to 500 La Gonda Way.
 - Recruited new partners for EOC response and daily emergency planning.
 - Sought reimbursement from FEMA/CalOES for severe storm damages.
- ❖ In 2023/24, Emergency Preparedness will:
 - Continue to provide Town EOC staff with the proper education and comfort with each of their roles and responsibilities.
 - Renew stand by contracts for debris management and general emergency services.
 - Participate in the Local Hazard Mitigation Plan update with County OES.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 84,302	\$ 97,803	\$ 97,803	\$ 105,014
Administration	\$ 12,019	\$ 15,375	\$ 15,375	\$ 15,375
Materials & Supplies	\$ 7,015	\$ 6,200	\$ 84,456	\$ 6,200
Contracted Services	\$ 0	\$ 6,000	\$ 6,000	\$ 600
Equipment	\$ 0	\$ 10,000	\$ 10,000	\$ 10,000
TOTAL	\$ 103,336	\$ 135,378	\$ 213,634	\$ 137,189

EXPENDITURE DETAIL

Administration: \$10,000 for participation in the San Ramon Valley Emergency Preparedness Citizen Corps Council. Annual California Emergency Services Association (CESA) dues are \$75; and \$5,300 for other trainings.

Materials and Supplies: \$3,000 for printing; \$200 for reference materials; \$2,000 for Nixle ; and \$1,000 for supplies.

Contracted Services: \$600 for planning services.

Equipment: \$10,000 for EOC equipment and upgrades.

FUNDING

General Fund	\$ 103,336	\$ 135,378	\$ 213,634	\$ 137,189
TOTAL	\$ 103,336	\$ 135,378	\$ 213,634	\$ 137,189

PERSONNEL

REGULAR	FTE
Emergency Services Manager	<u>0.75</u>
TOTAL REGULAR FTE:	0.75



PROGRAM DESCRIPTION

The School Resource Program works closely with the San Ramon Valley Unified School District (SRVUSD) and the community to enhance student safety at public school sites throughout the Town and provide programs that promote responsible decision-making and development of life skills. The School Resource Program provides education, processes juvenile citations and administers the juvenile diversion program.

The School Resource Program provides full-time sworn School Resource Officers (SRO) at San Ramon Valley and Monte Vista High Schools, and one non-sworn Family and Community Services Specialist who serves middle and elementary schools. A \$100,000 COPS-SLESF grant helps fund the cost for the San Ramon Valley High School Resource Officer, while SRVUSD annually contributes \$50,000 to help fund the Monte Vista High School Resource Officer.

GOALS

- ❖ Provide security at high school campuses.
- ❖ Engage and educate school communities, including students, parents, teachers and administrators to foster youth development.
- ❖ Provide a juvenile diversion education program as an alternative to prosecuting juvenile offenders.

HIGHLIGHTS

- ❖ In 2022/23, the School Resource Program:
 - Continued the juvenile diversion program with no re-offenders for the year.
 - Worked with local agencies to educate youth, parents, and faculty on teen stress, emerging trends with youth, and drug trends.
 - Provided site threat analysis to school locations upon request.
- ❖ In 2023/24, the School Resource Program will:
 - Continue to educate youth, school faculty and parents on the dangers and trends facing youth in our community.
 - Continue to run a successful diversion program aimed at reducing the number of juveniles that re-offend.
 - Continue to offer and provide “Run, Hide, Fight” training to school staff.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 78,204	\$ 91,744	\$ 91,744	\$ 98,052
Administration	\$ 2,098.00	\$ 4,000	\$ 4,000	\$ 4,000
Materials & Supplies	\$ 35	\$ 10,000	\$ 10,000	\$ 10,000
Contracted Services	\$ 350,180	\$ 545,688	\$ 545,688	\$ 559,875
TOTAL	\$ 430,517	\$ 651,432	\$ 651,432	\$ 671,927

EXPENDITURE DETAIL

Employee Expenses: The Community Outreach Coordinator is fully funded through the Police Department budget.

Administration: \$4,000 for training expenses.

Materials and Supplies: \$10,000 for supplies to support elementary, middle and high school programs.

Contracted Services: \$559,875 for sworn personnel and overtime.

FUNDING

General Fund	\$ 330,517	\$ 551,432	\$ 551,432	\$ 571,927
Police - SLESF	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
TOTAL	\$ 430,517	\$ 651,432	\$ 651,432	\$ 671,927

PERSONNEL

CONTRACT	FTE
School Resource Officer	<u>2.00</u>
TOTAL CONTRACT FTE:	2.00
REGULAR	FTE
Community Outreach Coordinator	<u>1.00</u>
TOTAL REGULAR FTE:	1.00





Administrative
Services



Administrative Services

Administrative Services



PROGRAMS	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Administrative Services Mgmt	\$ 161,280	\$ 208,132	\$ 208,132	\$ 364,110
Finance	\$ 815,855	\$ 956,443	\$ 1,072,533	\$ 835,546
Information Technology	\$ 648,144	\$ 790,332	\$ 816,996	\$ 879,639
Human Resources	\$ 238,202	\$ 489,706	\$ 558,126	\$ 471,708
Risk Management	\$ 790,635	\$ 779,200	\$ 779,200	\$ 1,185,152
Animal Control	\$ 297,918	\$ 349,930	\$ 349,930	\$ 394,936
Library Services	\$ 145,578	\$ 172,620	\$ 172,620	\$ 224,525
Internal Services	\$ 248,620	\$ 275,012	\$ 347,593	\$ 292,012
Asset Replacement	\$ 231,025	\$ 289,126	\$ 650,239	\$ 303,126
TOTAL	\$ 3,577,257	\$ 4,310,501	\$ 4,955,369	\$ 4,950,754

FUNDING

General Fund	\$ 3,306,564	\$ 3,957,468	\$ 4,166,108	\$ 4,537,072
Various Funds	\$ 39,668	\$ 63,907	\$ 139,022	\$ 66,235
Asset Replacement-General	\$ 231,025	\$ 289,126	\$ 650,239	\$ 303,126
Asset Replacement-Library	\$ 0	\$ 0	\$ 0	\$ 44,321
TOTAL	\$ 3,577,257	\$ 4,310,501	\$ 4,955,369	\$ 4,950,754

PERSONNEL

	FTE
REGULAR	12.00



PROGRAM DESCRIPTION

The Administrative Services Department encompasses various functions that support internal and external Town operations. The Department includes: Finance, Information Technology, Human Resources, Risk Management, Animal Control Services, Library, Internal Services and Asset Replacement.

The Administrative Services Department maintains current knowledge of all laws, requirements, procedures, and practices related to financial oversight and management, and personnel. The Finance Director serves as the Town's Treasurer and oversees Department operations.

GOALS

- ❖ Ensure prudent safekeeping of the Town's financial assets.
- ❖ Maintain policies and processes to manage and operate Information Technology infrastructure that supports all Town programs and staff.
- ❖ Maintain a workplace that is fair, equitable and consistent with adopted personnel policies and employment law.
- ❖ Manage contracts for Animal Services and Library Services.
- ❖ Anticipate and control risk through loss prevention strategies.
- ❖ Manage Town assets, including vehicles, equipment, furnishings and supplies.

HIGHLIGHTS

- ❖ In 2022/23, Administrative Services Management:
 - Continued to manage contract services for internal services and expenditures.
 - Assisted with the relocation of the Town Offices from 510 La Gonda Way to 500 La Gonda Way.
- ❖ In 2023/24, Administrative Services Management will:
 - Continue to manage various contracts for internal services and expenditures.
 - Continue to implement new technology (phone, audio, video) for the new Town Offices.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 161,280	\$ 204,442	\$ 204,442	\$ 360,420
Administration	\$ 0	\$ 3,410	\$ 3,410	\$ 3,410
Materials & Supplies	\$ 0	\$ 280	\$ 280	\$ 280
TOTAL	\$ 161,280	\$ 208,132	\$ 208,132	\$ 364,110

EXPENDITURE DETAIL

Administration: \$3,410 includes expenses for dues, meetings, travel, and employee development costs.

Materials and Supplies: \$280 includes expenses for supplies and reference materials.

FUNDING

General Fund	\$ 161,280	\$ 208,132	\$ 208,132	\$ 364,110
TOTAL	\$ 161,280	\$ 208,132	\$ 208,132	\$ 364,110

PERSONNEL

REGULAR	FTE
Finance Director/Treasurer	1.00
Administrative Assistant	<u>1.00</u>
TOTAL REGULAR FTE:	2.00



PROGRAM DESCRIPTION

The Finance Division is responsible for safekeeping, management, and accounting of the Town's financial assets, to ensure that all assets are effectively managed to serve Danville's taxpayers.

Finance functions include accounting (accounts receivable, accounts payable, vendor payments and payroll), budgeting (budget preparation, including long-term forecasting and analysis), audits, asset management, purchasing and contracts, business license processing, investment management and debt management.

The Finance Director serves as the appointed Town Treasurer responsible for investing and managing all Town funds in accordance with the Town's adopted Investment Policy.

GOALS

- ❖ Protect the Town's fiscal resources, investments and assets by following the Town's policies on purchasing and investments, consistent with state and federal regulations.
- ❖ Carefully track the revenue and expenditures set forth in the budget (accounts payable, accounts receivable, payroll and business licenses) by following Governmental Accounting Standard Board (GASB) standards.
- ❖ Work with the Town Manager and staff to prepare the Annual Operating Budget and Capital Improvement Program, including long-term forecasting and analysis.
- ❖ Prepare the Annual Comprehensive Financial Report (ACFR) in accordance with GASB standards and facilitate an independent audit to ensure integrity of the Town's financial reports.

HIGHLIGHTS

- ❖ For the past 18 years, The Town has been recognized by the Government Finance Officers Association (GFOA) for outstanding financial reporting in the Annual Comprehensive Financial Report.
- ❖ In 2022/23, the Finance Division:
 - Implemented the American Rescue Plan Act (ARPA), following the Department of Treasury guidelines to report and implement expenditures from the Coronavirus Local Fiscal Recovery Funds and received the first tranche of \$5,323,869 each, in July 2021 and July 2022.
- ❖ In 2023/24, the Finance Division will continue to implement the ARPA, reporting and implementing approved expenditures for the total of \$10,647,738.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 567,299	\$ 670,488	\$ 670,488	\$ 533,327
Temporary Salaries	\$ 5,016	\$ 0	\$ 0	\$ 0
Administration	\$ 10,827	\$ 12,150	\$ 12,150	\$ 17,290
Materials & Supplies	\$ 60,462	\$ 78,330	\$ 78,330	\$ 79,930
Contracted Services	\$ 172,251	\$ 194,975	\$ 311,065	\$ 204,499
Equipment	\$ 0	\$ 500	\$ 500	\$ 500
TOTAL	\$ 815,855	\$ 956,443	\$ 1,072,533	\$ 835,546

EXPENDITURE DETAIL

Administration: \$7,500 for bank charges; \$5,000 for temporary help and \$4,790 for training, travel, and dues.

Materials and Supplies: \$73,500 for enterprise-wide accounting and software maintenance; and \$6,430 for reference materials and printing costs for the Annual Operating Budget and ACFR.

Contracted Services: \$115,209 for independent investment management services and banking fees; \$56,000 for auditing services; and \$33,290 for consulting services related to Property Tax, Sales Tax and State mandates.

Equipment: \$500 for miscellaneous equipment costs.

FUNDING

General Fund	\$ 776,187	\$ 892,536	\$ 933,511	\$ 769,311
Various Funds	\$ 39,668	\$ 63,907	\$ 139,022	\$ 66,235
TOTAL	\$ 815,855	\$ 956,443	\$ 1,072,533	\$ 835,546

PERSONNEL

REGULAR	FTE
Accounting Analyst	2.00
Accounting Technician	<u>2.00</u>
TOTAL REGULAR FTE:	4.00



PROGRAM DESCRIPTION

Information Technology (IT) continuously ensures the efficiency and effectiveness of the Town's technology services and support. IT provides customer-driven services in areas utilizing networks, desktops, applications, remote computing and telephones, including related program and project management. These services are of the highest quality possible and are consistent with customers' needs, schedules, and budgets.

GOALS

- ❖ Implement the next generation of technology throughout the enterprise to ensure the Town has reliable and secure systems.
- ❖ Assist departments with implementation of systems and applications to support Town service priorities. Provide responsive, results and solutions-oriented service to internal and external customers.
- ❖ Develop information systems and structures that promote community outreach, engagement, and transparency.
- ❖ Maintain, upgrade, and replace critical systems and infrastructure.
- ❖ Provide proven, state-of-the-art, information technologies in the most strategic, cost effective, and efficient way possible to support internal Town operations and business activities.

HIGHLIGHTS

- ❖ In 2022/23, the IT Division:
 - Implemented new technologies and successfully transitioned network infrastructure to the new Town Offices. Improved bandwidth to the various Town sites and the Internet. Updated audio/video systems at various sites.
 - In partnership with the Transportation Division, implementation of the fiber optic network to interconnect Town business locations.
- ❖ In 2023/24, the IT Division will:
 - Find areas where economies and efficiencies can be realized through technology improvements.
 - Continue to expand online services available to businesses and residents.
 - Continue improving technology security as threats evolve. Continue managing CIP and asset replacement projects.
 - Upgrade and modernize Town Meeting Hall technology. Continue to improve and refine technology in the Town Offices and throughout the organization.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 543,515	\$ 622,261	\$ 622,261	\$ 646,489
Administration	\$ 1,691	\$ 7,150	\$ 7,150	\$ 7,150
Materials & Supplies	\$ 67,577	\$ 95,921	\$ 119,921	\$ 111,000
Contracted Services	\$ 3,973	\$ 50,000	\$ 52,664	\$ 100,000
Equipment	\$ 31,388	\$ 15,000	\$ 15,000	\$ 15,000
TOTAL	\$ 648,144	\$ 790,332	\$ 816,996	\$ 879,639

EXPENDITURE DETAIL

Administration: \$7,150 for travel, dues, conferences, and training.

Materials and Supplies: \$78,000 for software licensing; \$20,000 for application software maintenance; and \$13,000 for miscellaneous supplies.

Contracted Services: \$20,000 for Geographic Information Systems (GIS); \$25,000 for cybersecurity; \$15,000 for network, email and website security; \$30,000 for enterprise systems and audio-video configurations; and \$10,000 for on-call consulting services.

Equipment: \$15,000 for security and miscellaneous new and replacement technology equipment.

FUNDING

General Fund	\$ 648,144	\$ 790,332	\$ 816,996	\$ 879,639
TOTAL	\$ 648,144	\$ 790,332	\$ 816,996	\$ 879,639

PERSONNEL

REGULAR	FTE
Chief Technology Officer	1.00
Information Technology Analyst	2.00
Information Technology Technician	<u>1.00</u>
TOTAL REGULAR FTE:	4.00



PROGRAM DESCRIPTION

Human Resources (HR) is responsible for maintaining a workplace that is fair, equitable, and consistent with the Town's Personnel Policies and employment law. HR oversees the Town's employment process, including recruitment and selection, employee development and training, benefits administration, and safety for its workforce. HR also facilitates the Town's employee engagement efforts.

GOALS

- ❖ Recruit qualified, competent, well-suited applicants and retain an exceptional workforce through employee engagement.
- ❖ Provide the tools necessary to enhance employee development through technical, soft skill, and leadership training opportunities.
- ❖ Ensure compliance with applicable laws that regulate the workplace in safety, benefits, and fair labor standards.
- ❖ Educate employees on organizational policies and procedures.
- ❖ Stay abreast of employment laws and ensure all employees are adhering to them.

HIGHLIGHTS

- ❖ In 2022/23 Human Resources:
 - Conducted several recruitments, including hiring a Traffic Engineering Associate, Community Services and Crime Prevention Coordinator, Public Information Officer, Human Resources Technician, Code Enforcement Officer, and Emergency Services Manager.
 - Implemented custom training on Diversity, Equity, and Implicit (DEI) Bias to support the Town's efforts to maintain and improve organizational effectiveness.
 - Maintained and updated personnel records, personnel policies, and personnel procedures.
 - Successfully facilitated the Open Enrollment process for all employees.
- ❖ In 2023/24 Human Resources will:
 - Provide ongoing program administration in recruitment and selection, employee engagement, employee relations, and benefits in compliance with new and existing state and federal laws and regulations.
 - Review the Town's employee attraction and retention program, including the efforts used to establish the Town as an employer of choice.
 - Continue to provide Town-wide professional development opportunities for staff to hone/learn skills and provide outstanding customer service.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 157,837	\$ 336,572	\$ 336,572	\$ 311,974
Administration	\$ 39,452	\$ 56,534	\$ 61,859	\$ 58,134
Materials & Supplies	\$ 18,142	\$ 43,000	\$ 46,095	\$ 48,000
Contracted Services	\$ 21,167	\$ 39,600	\$ 99,600	\$ 39,600
Equipment	\$ 1,604	\$ 14,000	\$ 14,000	\$ 14,000
TOTAL	\$ 238,202	\$ 489,706	\$ 558,126	\$ 471,708

EXPENDITURE DETAIL

Administration: \$19,000 for employee development/training; \$9,000 for claims prevention; and \$30,134 for meals, advertising and recruitment.

Materials and Supplies: \$14,500 for ergonomic furniture; \$15,000 for employee recognition; \$6,000 for application software; and \$12,500 for training supplies and reference materials.

Contracted Services: \$20,500 for training; \$7,500 for human resources specialty consultants; and \$11,600 for safety consultants, OSHA compliance services and pre-employment physicals.

Equipment: \$14,000 for miscellaneous equipment.

FUNDING

General Fund	\$ 238,202	\$ 489,706	\$ 558,126	\$ 471,708
TOTAL	\$ 238,202	\$ 489,706	\$ 558,126	\$ 471,708

PERSONNEL

REGULAR	FTE
Human Resources Manager	1.00
Human Resources Technician	<u>1.00</u>
TOTAL REGULAR FTE:	2.00



PROGRAM DESCRIPTION

The Town's Risk Management Program seeks to anticipate and control risk through use of loss prevention strategies and established risk management principles and procedures. The Town is a member of the Municipal Pooling Authority (MPA), a JPA including 17 of the 19 cities in Contra Costa County. The City Attorney operates as the Town's risk manager and serves on the Board of Directors for the MPA.

Through the MPA, the Town participates in pooled insurance for general liability, employment liability, vehicle damage and workers' compensation. These programs effectively combine self-insurance with commercial excess insurance, resulting in the most comprehensive coverage for the Town. The Town also purchases property insurance for all Town facilities and earthquake coverage for critical Town facilities.

Examples of efforts aimed at avoiding major risk exposures include sidewalk and playground inspection programs and employee training on workplace exposures and liabilities.

GOALS

- ❖ Proactively reduce the Town's exposure to potential liability and provide adequate insurance and/or risk transference for liabilities that do arise.
- ❖ Work with the Municipal Pooling Authority to reduce the Town's major risk exposures.
- ❖ Evaluate all contracts to ensure appropriate insurance and indemnification is provided to protect the Town.
- ❖ Work closely with the MPA's claims adjusters to quickly evaluate and handle all liability claims received by the Town.
- ❖ Partner with the Human Resources Division to maintain a safe work environment, provide appropriate safety training and reduce employee injuries and workers' compensation claims.

HIGHLIGHTS

- ❖ In 2022/23, the Risk Management Program updated insurance requirements and risk transfer provisions in Town contracts.
- ❖ In 2023/24, the Risk Management Program will continue to work on analyzing areas to further reduce liability exposures.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Program Activities	\$ 790,635	\$ 779,200	\$ 779,200	\$ 1,185,152
TOTAL	\$ 790,635	\$ 779,200	\$ 779,200	\$ 1,185,152

EXPENDITURE DETAIL

Program Activities:

- \$826,838 for general liability and active shooter insurance
- \$10,514 for cyber security insurance
- \$19,648 for vehicle insurance
- \$109,582 for property insurance
- \$196,000 for earthquake insurance (including the Veterans Memorial Building, Library, Town Offices and two Community Centers)
- \$2,570 for employee bonds
- \$20,000 reserved for claims settlements

Property and earthquake insurance premiums are increased due to industry losses leading to rate increases and the completion of the 500 La Gonda Way building improvements.

FUNDING

General Fund	\$ 790,635	\$ 779,200	\$ 779,200	\$ 1,185,152
TOTAL	\$ 790,635	\$ 779,200	\$ 779,200	\$ 1,185,152



PROGRAM DESCRIPTION

Animal Control services for the Town are provided through a contract with Contra Costa County Animal Services. Animal services are provided in order to protect the public and animals in the Town and to prevent cruelty, abuse, and neglect of animals by enforcing all state and local laws.

The contract covers mandated programs and enforcement of all animal related laws. This includes rabies control, responding to and/or sheltering injured or stray animals, enforcement of leash laws, investigating complaints regarding dangerous/potentially dangerous animals or animal cruelty, animal licensing, lost and found, impounding dead animals located on public property, providing spaying and neutering services, a vaccination clinic and citizen requests for service.

18 of the 19 cities in Contra Costa County currently contract with the Contra Costa County Animal Services Department to provide animal control services.

GOALS

- ❖ Provide timely and effective animal control services to the residents of Danville in accordance with Division 416 of the Contra Costa County Ordinance Code and California Government Code Section 51301.
- ❖ Shelter homeless, abandoned, and lost animals.
- ❖ Provide information and resources to the public that enhance the quality of life of animals in our community.

HIGHLIGHTS

- ❖ In 2022/23, Animal Services:
 - Conducted 380 activities, including:
 - Conducted 130 investigations involving animal bites, inhumane animal treatment, noise, ordinance violations and rabies.
 - Collected 112 deceased animals and responded to 108 calls for stray animals.
 - Continued a pet retention program and enrichment programs aimed at keeping animals in their homes and not in the care of the County. Provided monthly performance metrics to measure customer service and performance.
- ❖ In 2023/24, Animal Services will:
 - Continue to provide timely and effective animal services to Town residents.
 - Respond to calls for service within the Town in priority order, based upon the following response goals:
 - Priority 1 (emergency) calls within 2 hours.
 - Priority 2 (serious need for attention but no immediate threat) calls within 12 hours
 - Priority 3 (no threat to both the animal and the public) within 24 hours
 - All other calls and follow-up within 72-120 hours



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Contracted Services	\$ 297,918	\$ 349,930	\$ 349,930	\$ 394,936
TOTAL	\$ 297,918	\$ 349,930	\$ 349,930	\$ 394,936

EXPENDITURE DETAIL

Contracted Services: Contract cost for service with Contra Costa County Animal Services. For 2023/24, the per capita cost for Animal Services increased from \$7.97 to \$9.11. This is an increase of 14.3% compared to the previous year.

FUNDING

General Fund	\$ 297,918	\$ 349,930	\$ 349,930	\$ 394,936
TOTAL	\$ 297,918	\$ 349,930	\$ 349,930	\$ 394,936



PROGRAM DESCRIPTION

The Danville Library receives over 280,000 visits annually. The library serves as a community resource for information, literature, music, video, Internet access, reference material and enrichment for children. Opened in August 1996, the Danville Library was built by the Town and operates as one of 26 branches in the Contra Costa County Library system. The Danville Library also benefits from outstanding community support provided by the Friends of the Danville Library and the Danville Library Foundation.

A portion of the property taxes paid by all property owners is allocated to fund a base level of 40 hours of service for the countywide library system.

In order to maintain a higher level of service for Danville residents, the Town augments this dedicated library funding by: funding all building maintenance, capital replacement and technology costs associated with operation of the Danville Library; and by funding an additional 16 hours of operations per week. As a result, the Danville Library is open for service Monday through Saturday, 56 hours per week (the maximum number of hours provided through any of the 26 branch libraries in Contra Costa County).

GOALS

- ❖ Offer a robust collection of lending materials in print, video, audio and electronic formats, as well as in multiple languages.
- ❖ Deliver varied educational and enrichment programs for the community in collaboration with community organizations and the Town.
- ❖ Offer complimentary high-speed Internet access for the public.
- ❖ Provide a safe, accessible, and commerce-free environment for children, youth, teens, adults and seniors to read, study, and work.

HIGHLIGHTS

- ❖ In 2022/23, the Danville Library:
 - Maintained the fourth highest circulation in Contra Costa County. Hosted 27 virtual library events with 2,800 participants since January 2022.
 - Conducted 41 community outreach activities, including class visits, community presentations and fairs with over 2,400 participants.
- ❖ In 2023/24, the Danville Library will:
 - Complete a refresh of the Children's reading room with new furniture and interactive children's activities to welcome back young readers and families.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Equipment	\$ 0	\$ 0	\$ 0	\$ 44,321
Program Activities	\$ 145,578	\$ 172,620	\$ 172,620	\$ 180,204
TOTAL	\$ 145,578	\$ 172,620	\$ 172,620	\$ 224,525

EXPENDITURE DETAIL

Equipment: Technology cost: \$17,724 for three self checks, \$2,000 for one server, \$12,000 for one switch, \$4,500 for three wireless access points, \$2,100 for one battery backup, plus maintenance for \$5,997.

Program Activities: \$180,204 to fund an additional 16 hours of library services per week. The County will be contributing \$937,796 towards 40 base hours at the Danville Library.

FUNDING

General Fund	\$ 145,578	\$ 172,620	\$ 172,620	\$ 180,204
Asset Replacement-Library	\$ 0	\$ 0	\$ 0	\$ 44,321
TOTAL	\$ 145,578	\$ 172,620	\$ 172,620	\$ 224,525



PROGRAM DESCRIPTION

Internal Services includes services and expenditures required to support all areas of Town service delivery at all service delivery locations. This includes telecommunications (telephone, cellular and facsimile), general office supplies, mail metering and postage and maintenance associated with photocopiers in all locations housing Town staff.

GOALS

- ❖ Procure all standard supplies in the most cost effective and efficient manner possible, utilizing Danville-based vendors whenever possible.
- ❖ Provide a reliable telecommunications network for Town employees, including voice calls, voice mail and facsimile access.
- ❖ Provide reliable cellular and data support services that allow employees to access electronic data and mail before, during and after the standard workday.
- ❖ Maintain postal mail metering equipment and services that support the Town's needs.
- ❖ Manage cost-effective and reliable copy machines under a contract services agreement.

HIGHLIGHTS

- ❖ In 2022/23, Internal Services:
 - Continued to operate the Town's copy machines and other printing equipment and upgraded equipment as needed.
 - Continued to procure quality supplies, equipment and services at the best value and price for Danville taxpayers.
 - Continued to explore opportunities to implement "green" efforts – Town facilities have been enrolled in the MCE Deep Green 100% renewable energy service.
 - Continued to upgrade the Town voice mail system to allow further integration into the Town's data network.
 - Continued to provide upgrades to the Town's cellular and data systems.
 - Continued to implement SB 1383, statewide requirements to purchase products made with 30% recycle.
- ❖ In 2023/24, Internal Services will:
 - Continue to operate Town's copy machines and other office equipment.
 - Continue to procure quality supplies, equipment, and services at the best value and price for Danville taxpayers.
 - Continue improving technology economies and efficiencies.
 - Continued to implement SB 1383, statewide requirements to purchase products made with 30% recycle.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Administration	\$ 663	\$ 0	\$ 5,204	\$ 0
Materials & Supplies	\$ 66,668	\$ 65,606	\$ 70,979	\$ 82,606
Contracted Services	\$ (6,889)	\$ 0	\$ 0	\$ 0
Equipment	\$ 45,750	\$ 103,000	\$ 148,908	\$ 103,000
Program Activities	\$ 142,428	\$ 106,406	\$ 122,502	\$ 106,406
TOTAL	\$ 248,620	\$ 275,012	\$ 347,593	\$ 292,012

EXPENDITURE DETAIL

Materials & Supplies: \$25,700 for Town-wide supplies; \$28,600 for postage; \$4,906 for printing; \$22,400 for phone-related materials; and \$1,000 for miscellaneous supplies.

Equipment: \$86,000 for photocopy maintenance; \$16,000 for telephone maintenance; and \$1,000 for miscellaneous equipment.

Program Activities: \$79,640 for landline phone services; \$25,338 for mobile telephone services; and \$1,428 for cable television services.

FUNDING

General Fund	\$ 248,620	\$ 275,012	\$ 347,593	\$ 292,012
TOTAL	\$ 248,620	\$ 275,012	\$ 347,593	\$ 292,012



PROGRAM DESCRIPTION

The Asset Replacement Program provides for the ongoing replacement of Town-owned capital assets, including motor vehicles, specialized vehicles and equipment, office furnishings and equipment, information technology equipment, building furnishings and other materials. Assets are replaced per an established schedule with strict replacement criteria including public and employee safety, equipment age, maintenance costs and resale value.

The Town's vehicle inventory currently includes 10 hybrid vehicles and eight electric vehicles, comprising approximately 24 percent of the total vehicle fleet.

GOALS

- ❖ Replace capital assets based upon the need to maintain safety standards and promote efficiency in all areas of the Town government.
- ❖ Replace Town vehicles in accordance with an established Vehicle Replacement Policy.
- ❖ Migrate the Town vehicle fleet toward reducing GHG emissions and reducing fuel consumption wherever possible and practical.

HIGHLIGHTS

- ❖ In 2022/23, the Asset Replacement Program:
 - Replaced IT equipment, including 20 computers and 30 monitors.
- ❖ In 2023/24, the Asset Replacement Program will:
 - Continue to replace IT equipment, including 20 computers and 30 monitors.
 - Purchase one Ford Interceptor Utility or Chevrolet Tahoe PPV for Police Patrol in the Police Department.
 - Purchase one Hybrid Ford Ranger and one EV Ford Focus for the Development Services Department.
 - Purchase one Ford F250 XL Super Duty with Knapheide Service Body and Tommy Lift Gate and one WANCO Message Board for the Maintenance Services Department.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Contracted Services	\$ (300)	\$ 0	\$ 4,200	\$ 0
Equipment	\$ 60,839	\$ 64,126	\$ 165,421	\$ 64,126
Vehicles	\$ 170,486	\$ 225,000	\$ 480,618	\$ 239,000
TOTAL	\$ 231,025	\$ 289,126	\$ 650,239	\$ 303,126

EXPENDITURE DETAIL

Equipment: \$38,000 for computers and monitors; and \$26,126 for network equipment replacement.

Vehicles: \$80,000 to purchase one Ford Interceptor Utility for Patrol for Police; \$74,000 to purchase one Hybrid Ford Ranger and one EV Ford Focus for Development Services; \$70,000 to purchase one Ford F250 XL Super Duty with Knapheide Service Body and Tommy Lift Gate; and \$15,000 to purchase one WANCO Message Board for Maintenance.

FUNDING

Asset Replacement-General	\$ 231,025	\$ 289,126	\$ 650,239	\$ 303,126
TOTAL	\$ 231,025	\$ 289,126	\$ 650,239	\$ 303,126



*"Small Town Atmosphere
Outstanding Quality of Life"*

Administrative Policy

VEHICLE MAINTENANCE & REPLACEMENT

The Town of Danville owns, operates and maintains vehicles that are essential to various areas of the Town's service delivery. In order to maximize the life and usefulness of all Town-owned vehicles, the Town has established this Vehicle Maintenance and Replacement Policy. The policy includes the following sections:

- Maintenance Responsibility
- Vehicle Categories
- Replacement Criteria
- Vehicle Inventory
- New Vehicles

1. MAINTENANCE RESPONSIBILITY

The Town assigns all vehicles to specific personnel in order to increase accountability and enhance vehicle care and longevity. The staff assigned to a vehicle is responsible for sharing maintenance responsibility for the vehicle with the designated Fleet Maintenance Manager. Maintenance for all Town vehicles occurs through a combination of *centralized and de-centralized vehicle maintenance services*.

Centralized vehicle maintenance services are coordinated through the designated Fleet Maintenance Manager. These services are provided to the Town through contracts with private vendors and include all routine and specialized services required to keep vehicles in proper mechanical working order. Examples of centralized vehicle maintenance services provided through the Fleet Maintenance Manager include regular services such as oil changes, tune-ups, brake service and replacement, tire replacement etc., and emergency or extraordinary repairs necessitated by a vehicle breakdown or malfunction or vehicle involvement in a collision.

The Fleet Maintenance Manager keeps records on all vehicles and works with appropriate assigned personnel to assure that a proper routine maintenance schedule is maintained at proper intervals.

De-centralized vehicle maintenance services include keeping all vehicles fueled and clean. The appearance of each vehicle is the responsibility of the employee assigned to that vehicle. All Town vehicles are expected to be maintained in clean condition both inside and out. In order to assure proper levels of emergency preparedness, all vehicles are to be operated and maintained with a minimum of ½ tank of fuel at all times.



Administrative Policy: Vehicle Maintenance and Replacement

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2. VEHICLE CATEGORIES

Following is a description of the various types of vehicles owned by the Town.

Category A-1: Police Patrol/Emergency Response Vehicles

These vehicles are assigned the highest priority. They are typically operated 16 hours per day, 7 days per week, and accumulate, on average, 21,000 miles of annual usage. They are subject to frequent starts and stops, high-speed operation and emergency response usage. They are used to transport police officers, occasional civilians, and suspects who are placed under arrest and must be transported. Given the type of usage, wear and tear on the vehicles is considerable and the need for consistent reliability and dependability is extremely high.

Category A-2: Non-Patrol Police Vehicles

These vehicles provide secondary police response and are used to provide pro-active and community based policing. They are driven on a daily basis, typically 5 days per week. Investigations vehicles accumulate, on average, 17,000 miles of annual usage. They are driven at moderate to low speeds and used to transport people and light equipment. Given the type of usage, wear and tear is moderate, and the need for consistent reliability is moderate to high.

Category B-1: Maintenance Vehicles

These vehicles are operated by Community Services personnel assigned to Maintenance or Facilities. They are typically driven on a daily basis, 5-7 days per week, and accumulate, on average, 9,000 miles of annual usage. They are operated at moderate to low speeds and are used to transport people, materials, tools and supplies to various job sites throughout town. These vehicles also respond to emergency call out situations. Given the type of usage, wear and tear is moderate and the need for consistent reliability is moderate to high.

Category B-2: Heavy Duty/Specialty Maintenance Vehicles

These vehicles are operated intermittently, typically several times per week. Given the nature of their usage, these vehicles are not assigned to specific personnel, but rather are deployed on a job-by-job basis. The vehicles are used to transport special equipment or to move or transport heavy loads. Wear and tear is moderate, increasing with vehicle age. The need for consistent reliability is moderate.

Category C-1: Inspection and Pool Vehicles*

These vehicles are typically driven on a daily basis, 5 days per week and accumulate, on average, 5-7,000 miles of annual usage. They are driven at moderate to low speeds and are used to transport people and light equipment to job sites throughout town. Certain types of inspection vehicles are intermittently operated in "off road" conditions. Inspector's vehicles are assigned to specific



Administrative Policy: Vehicle Maintenance and Replacement

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personnel, while pool vehicles are shared by staff members in various departments. Given the type of usage, wear and tear is moderate and the need for consistent reliability is moderate.

Category C-2: Other Assigned Vehicles*

These vehicles are assigned to specific individuals, who because of their position with the Town, may be called upon to respond to emergency callouts on a 24 hour basis. These vehicles are driven on a daily basis, 5 days per week and are home garaged during non-work hours. Given the type of usage, wear and tear is moderate and the need for consistent reliability is moderate to high.

Category M-1: Police Motorcycles

The Police Traffic Division deploys a motorcycle unit to perform certain aspects of traffic enforcement. Motorcycles are typically operated 8 hours per day, 4 days per week, and accumulate, on average, 6,000 miles of annual usage. They are subject to frequent starts and stops, high-speed operation and emergency response usage. Given the type of vehicle and usage, the need for officer safety, reliability and dependability is extremely high.

* *For Categories C-1 and C-2, the Town is promoting fuel efficiency and conservation through the purchase of hybrid and electric vehicles to perform these functions.*

3. REPLACEMENT CRITERIA

A request to replace a vehicle must originate within the department that utilizes that vehicle. The request should specify the category of vehicle, as well as the replacement criteria being met. It is anticipated that routine vehicle replacement will occur through the Town's annual operating budget and asset replacement process.

The following criteria will be utilized to determine appropriate vehicle replacement intervals. In order to warrant replacement, a minimum of three of the following criteria must be met.

Category A-1: Police Patrol/Emergency Response Vehicles

1. Vehicle mileage exceeds 100,000 miles.
2. Annual maintenance costs exceed \$4,000.
3. Overall condition of the vehicle is poor: peeling paint, torn seats, systems inoperable (A/C, seat hardware, radio etc.), poor suspension.
4. Vehicle engine or transmission/drive train requires replacement.
5. Vehicle has sustained major body damage valued at over \$6,000 to repair.
6. Vehicle age exceeds 4 years.

Category A-2: Non-Patrol Police Vehicles

Category B-1: Maintenance Vehicles

Category C-1: Inspection, Pool & Other Vehicles*



Administrative Policy: Vehicle Maintenance and Replacement

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Category C-2: Other Assigned Vehicles*

1. Vehicle mileage exceeds 100,000 miles.
2. Annual maintenance costs exceed \$4,000.
3. Overall condition of the vehicle is poor: peeling paint, torn seats, systems inoperable (A/C, seat hardware, radio etc.), poor suspension.
4. Vehicle engine or transmission/drive train requires replacement.
5. Vehicle has sustained body damage valued at:
 - a. over \$6,000 to repair if the vehicle is less than 5 years of age; or
 - b. over \$4,000 to repair if the vehicle is greater than 5 years of age.
6. Vehicle age exceeds 10 years.

* Replacement of hybrid vehicles may also factor in extraordinary battery replacement costs once the vehicle exceeds 5-7 years of age

Category B-2: Heavy Duty/Specialty Maintenance Vehicles

1. Vehicle mileage exceeds 80,000 miles.
2. Annual maintenance costs exceed \$6,000
3. Overall condition of the vehicle is poor: peeling paint, torn seats, systems inoperable (A/C, seat hardware, radio etc.), poor suspension.
4. Vehicle engine or transmission/drive train requires replacement.
5. Vehicle has sustained body damage valued at:
 - a. over \$6,000 to repair if the vehicle is less than 5 years of age; or
 - b. over \$4,000 to repair if the vehicle is greater than 5 years of age.
6. Vehicle age exceeds 15 years.

Category M-1: Police Motorcycles

1. Vehicle mileage exceeds 60,000 miles.
2. Annual maintenance costs exceed \$3,000
3. Overall condition of the vehicle is poor: peeling paint, systems inoperable, poor suspension or handling.
4. Vehicle engine or transmission/drive train requires replacement.
5. Vehicle has sustained body damage valued at:
 - a. over \$4,000 to repair if the vehicle is less than 5 years of age; or
 - b. over \$2,500 to repair if the vehicle is greater than 5 years of age.
6. Vehicle has sustained damage to the frame.
7. Vehicle age exceeds 5 years.

4. VEHICLE INVENTORY

A current Vehicle Inventory which includes all vehicles that have been authorized by the Town Council, through the Town's financial planning process, is included as Attachment A to this policy.



Administrative Policy: Vehicle Maintenance and Replacement

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5. NEW VEHICLES

No new vehicles (an additional vehicle that has not been previously authorized) may be purchased or added without the recommendation of the Town Manager and approval by the Town Council. Any request to increase the vehicle inventory by adding a new vehicle, shall originate within the department that will utilize the vehicle, and shall follow the following process:

- 1) A request from Department Head will be submitted to the Town Manager describing the need and justification for the vehicle;
- 2) The Town Manager will review and approve requests for inclusion in the draft annual operating budget and asset replacement program. The vehicle request will then be presented to the Town Council for consideration. Once approved by the Town Council, the vehicle will be added to the Comprehensive Vehicle Inventory, and may be purchased.
- 3) Consideration of whether or not to add new vehicles to the Town Vehicle Inventory will only occur through the annual operating budget process.

Attachment A: Town Vehicle Inventory

Updated April 25, 2014



Development Services

Development Services



PROGRAMS	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Development Services Mgmt	\$ 554,013	\$ 701,058	\$ 701,058	\$ 772,133
Planning	\$ 640,876	\$ 798,646	\$ 1,283,359	\$ 754,718
Building	\$ 1,315,044	\$ 1,478,001	\$ 1,598,001	\$ 1,486,804
Code Enforcement	\$ 86,725	\$ 114,329	\$ 114,329	\$ 136,350
Engineering	\$ 240,548	\$ 367,698	\$ 392,871	\$ 388,760
Capital Project Management	\$ 817,806	\$ 948,533	\$ 948,533	\$ 1,013,152
Transportation	\$ 398,215	\$ 553,668	\$ 595,064	\$ 605,078
Clean Water Program	\$ 226,193	\$ 218,000	\$ 221,021	\$ 218,000
TOTAL	\$ 4,279,420	\$ 5,179,933	\$ 5,854,236	\$ 5,374,995

FUNDING

Building & Planning	\$ 2,320,982	\$ 2,403,306	\$ 3,008,019	\$ 2,430,122
Capital Improvement	\$ 78,595	\$ 83,779	\$ 83,779	\$ 96,570
Clean Water	\$ 226,193	\$ 311,000	\$ 314,021	\$ 311,000
Engineering	\$ 240,030	\$ 460,698	\$ 485,571	\$ 505,927
Gas Tax	\$ 309,474	\$ 401,498	\$ 418,894	\$ 452,529
General Fund	\$ 914,979	\$ 1,227,514	\$ 1,251,814	\$ 1,352,807
Measure J	\$ 189,167	\$ 292,138	\$ 292,138	\$ 226,040
TOTAL	\$ 4,279,420	\$ 5,179,933	\$ 5,854,236	\$ 5,374,995

PERSONNEL

	FTE
REGULAR	26.00
TEMPORARY*	0.50
	26.50

* part-time temporary hours converted to full time equivalents (FTE)



PROGRAM DESCRIPTION

The Development Services Department protects public health, safety and welfare; preserves Danville’s history; and retains the community’s special character. The Planning Division ensures that all development applications are reviewed for consistency with the General Plan, Town ordinances and development standards. The Building Division reviews permits, conducts plan checks and performs inspection services to ensure the safety of new and remodeled structures. Code Enforcement activities focus on neighborhood appearance and “quality of life.” Through the Town’s Five-Year Capital Improvement Program, the Engineering, Transportation and Capital Project Management team ensures that the community’s infrastructure (roadways, storm drains, parks, playgrounds, etc.) are safe and meet community standards. Through the local Clean Water Program, the Department ensures ongoing compliance with the federally mandated Clean Water Act. In collaboration with others, the Department secures grant funding, monitors state and federal legislation that affects Danville, and advocates consistent with Town Council direction.

GOALS

- ❖ Ensure a seamless, consistent and responsive development review process that invites and incorporates customer feedback.
- ❖ Ensure compliance with all applicable state and federal laws and regulations related to planning, building codes, transportation, engineering standards, clean water and environmental protection. Work with state and federal legislators to represent and advocate on behalf of Danville.

HIGHLIGHTS

- ❖ In 2022/23 Development Services Management:
 - Completed and adopted the 2023-2031 Housing Element.
 - Completed and adopted the Downtown Master Plan.
 - Completed emergency replacement of the Diablo Road Culvert
 - Transitioned Temporary Land Use Permits for outdoor restaurant seating to a permanent program.
 - Continued to grow outreach efforts using the Danville Town Talks platform.
- ❖ In 2023/24 Development Services Management will:
 - Provide project management oversight of the 2023-2031 Housing Element effort, updating the element to secure State HCD compliance.
 - Continue to monitor state housing legislation and advocate consistent with Town Council direction and the Tri-Valley legislative platform.
 - Develop public education materials and videos for the online Danville 101 Program.
 - Complete design of the Diablo Road Trail.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 548,861	\$ 691,707	\$ 691,707	\$ 762,282
Administration	\$ 2,516	\$ 6,101	\$ 6,101	\$ 4,701
Materials & Supplies	\$ 2,636	\$ 3,250	\$ 3,250	\$ 5,150
TOTAL	\$ 554,013	\$ 701,058	\$ 701,058	\$ 772,133

EXPENDITURE DETAIL

Administration: \$3,701 for professional dues, training, and meeting expenses; \$1,000 for assistance with outreach programs.

Materials & Supplies: \$5,150 for community outreach materials and supplies.

FUNDING

General Fund	\$ 159,507	\$ 309,166	\$ 309,166	\$ 333,307
Building & Planning	\$ 278,337	\$ 251,924	\$ 251,924	\$ 291,844
Gas Tax	\$ 60,885	\$ 69,984	\$ 69,984	\$ 73,491
Measure J	\$ 55,284	\$ 69,984	\$ 69,984	\$ 73,491
TOTAL	\$ 554,013	\$ 701,058	\$ 701,058	\$ 772,133

PERSONNEL

REGULAR	FTE
Assistant Town Manager	1.00
Deputy Town Manager/Development Services Director	1.00
Administrative Assistant	<u>2.00</u>
TOTAL REGULAR FTE:	4.00



PROGRAM DESCRIPTION

The Planning Division provides current and advanced planning services to ensure development is consistent with the General Plan, specific plans, planning and land use sections of the Municipal Code, as well as design guidelines and standards.

Advanced planning efforts include maintaining an up-to-date General Plan as well as preparing other long-range plans, studies and ordinance updates that may be needed to implement federal and state legislation.

GOALS

- ❖ Review and analyze planning applications to ensure consistency with the 2030 General Plan, zoning ordinances and all other planning and design standards to ensure new projects meet community standards.
- ❖ Ensure environmental protection and mitigation pursuant to the California Environmental Quality Act (CEQA).
- ❖ Provide staff support and make recommendations on all planning matters that are presented to the Town Council, Planning Commission, Heritage Resource Commission, Design Review Board and Historic Design Review Committee.

HIGHLIGHTS

- ❖ In 2022/23, Planning:
 - Completed design review of key downtown buildings, including 600 Hartz Avenue (FAZ), 212 Front Street, and 344 Diablo Road.
 - Submitted the adopted 2023-2031 Housing Element to HCD.
 - Created design guidelines related to Temporary Land Use Permits for outdoor restaurant seating.
 - Approved the dedication of one new Danville Heritage Resource and created and installed two new heritage resource plaques.
- ❖ In 2023/24, Planning will:
 - Complete work related to State certification of the adopted 2023-2031 Housing Element.
 - Commence work related to Housing Element implementation commitments.
 - Collaborate with the Transportation and Engineering Divisions on the environmental assessment and design of the Diablo Road Trail.
 - Monitor emerging state housing legislation and advocate consistent with Town Council direction.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 337,027	\$ 660,321	\$ 660,321	\$ 661,168
Temporary Salaries	\$ 0	\$ 0	\$ 0	\$ 3,200
Administration	\$ 1,595	\$ 16,725	\$ 16,725	\$ 14,750
Materials & Supplies	\$ 5,855	\$ 19,600	\$ 54,600	\$ 20,100
Contracted Services	\$ 296,399	\$ 102,000	\$ 551,713	\$ 54,500
Equipment	\$ 0	\$ 0	\$ 0	\$ 1,000
TOTAL	\$ 640,876	\$ 798,646	\$ 1,283,359	\$ 754,718

EXPENDITURE DETAIL

Administration: \$7,125 for Planning Commission and Heritage Resource Commission training and associated travel; \$7,625 for professional dues and training.

Materials and Supplies: \$13,300 for general supplies such as printing, postage and reference materials and outreach; \$3,000 for software maintenance and GIS mapping; \$3,800 for HRC commemorative plaques.

Contracted Services: \$54,500 for consulting services associated with Housing Legislation including Housing Element, Environmental Overview of Development and GIS mapping.

FUNDING

General Fund	\$ 0	\$ 239,594	\$ 239,594	\$ 239,594
Building & Planning	\$ 640,876	\$ 559,052	\$ 1,043,765	\$ 515,124
TOTAL	\$ 640,876	\$ 798,646	\$ 1,283,359	\$ 754,718

PERSONNEL

REGULAR	FTE
Chief of Planning	1.00
Development Coordinator	1.00
Associate Planner	1.00
Assistant Planner	<u>1.00</u>
TOTAL REGULAR FTE:	4.00



PROGRAM DESCRIPTION

Building is responsible for ensuring public safety by providing responsive and timely permitting, plan review, inspection, and building code enforcement services. These services ensure that all building construction meets minimum safety requirements and is fully compliant with applicable codes and standards.

Building reviews building permit applications and assists customers through the permit process. Plan review involves checking construction drawings to verify code compliance related to building safety, accessibility and energy efficiency. Inspection services are provided on a timely basis to ensure that all construction complies with approved plans and permits. Where appropriate, building code enforcement addresses construction that has occurred without permits and/or inspections.

GOALS

- ❖ Serve as the welcoming and customer-centric coordination hub of the Town's Permit and Reception Center.
- ❖ Seek balance in the permitting process between enforcement and conformance with intent of the applicable codes, standards and regulations being applied.

HIGHLIGHTS

- ❖ In 2022/23, Building:
 - Continued to increase online permit submittals, with over 60% of applications received online.
 - Promoted Permit Supervisor to Chief Building Official.
 - Achieved on-time plan check performance objective of over 95% of applications.
- ❖ In 2023/24, Building will:
 - Implement Solar+ automated solar permitting application.
 - Meet the on-time plan check performance objective of 90% or greater.
 - Complete plan review and issue building permits for Borel and 375 West El Pintado Developments.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 921,984	\$ 988,141	\$ 988,141	\$ 979,444
Temporary Salaries	\$ 15,704	\$ 40,000	\$ 40,000	\$ 40,000
Administration	\$ 19,215	\$ 60,700	\$ 60,700	\$ 60,700
Materials & Supplies	\$ 126,205	\$ 122,860	\$ 122,860	\$ 140,360
Contracted Services	\$ 229,245	\$ 260,500	\$ 380,500	\$ 260,500
Equipment	\$ 667	\$ 4,000	\$ 4,000	\$ 4,000
Program Activities	\$ 2,024	\$ 1,800	\$ 1,800	\$ 1,800
TOTAL	\$ 1,315,044	\$ 1,478,001	\$ 1,598,001	\$ 1,486,804

EXPENDITURE DETAIL

Temporary Salaries: \$40,000 for two part-time temporary employees to assist with front counter coverage.

Administration: \$35,700 for credit card transaction fees and bank-related charges; and \$25,000 for professional dues, certifications, and mandatory annual trainings (including certified accessibility training).

Materials and Supplies: \$103,460 for permitting and GIS software maintenance and cloud storage; \$5,000 for reference materials and supplies; \$31,900 for document scanning and PPE/uniforms.

Contracted Services: \$207,000 for contract plan check services and when project scope/size exceeds the expertise of in-house staff; \$45,000 for inspection coverage for scheduled and unscheduled absences and training; and \$8,500 for non-plan check consultant services.

FUNDING

Building & Planning	\$ 1,315,044	\$ 1,478,001	\$ 1,598,001	\$ 1,486,804
TOTAL	\$ 1,315,044	\$ 1,478,001	\$ 1,598,001	\$ 1,486,804

PERSONNEL

REGULAR	FTE
Chief Building Official	1.00
Permit Center Supervisor	1.00
Plans Examiner	1.00
Building Inspector	2.00
Development Services Technician	<u>2.00</u>
TOTAL REGULAR FTE:	7.00
TEMPORARY FTE:*	0.50

*part-time temporary hours converted to full time equivalents (FTE)



PROGRAM DESCRIPTION

Danville is made up of over 16,000 privately owned properties that exist within 75 different residential neighborhoods and a number of commercial and office centers. Property maintenance and the condition of private property has the potential to affect the quality of life for neighbors and all Danville residents and businesses.

The Code Enforcement Officer manages the Town's Code Enforcement Program by working closely with residents, business owners, outside agencies, and other Town Departments and Divisions to eliminate health, safety, and public nuisance violations that adversely affect the quality of life in Danville.

The Code Enforcement Officer also assists Town residents with referrals to other agencies, including Contra Costa Animal Services, Contra Costa Environmental Health and the Contra Costa Mosquito and Vector Control District.

GOALS

- ❖ Provide responsive Code Enforcement to support residents' quality of life.
- ❖ Encourage non-enforcement solutions to Code complaints wherever possible.
- ❖ Refer residents to external resources for handling non-Town related concerns.

HIGHLIGHTS

- ❖ In 2022/23, Code Enforcement:
 - Responded to contacts from community members, resulting in over 350 Code Enforcement cases.
 - Maintained a 97% closure rate of Code Enforcement cases.
- ❖ In 2023/24, Code Enforcement will:
 - Continue to integrate Code Enforcement activity between the EnerGov and Danville Connect software systems.
 - Participate in Code Enforcement Safety Training.
 - Increase outreach of the Code Enforcement Program through public information channels.
 - Maintain a Code Enforcement case closure rate of 90%.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 86,029	\$ 108,629	\$ 108,629	\$ 129,750
Administration	\$ 99	\$ 1,300	\$ 1,300	\$ 800
Materials & Supplies	\$ 310	\$ 400	\$ 400	\$ 800
Program Activities	\$ 287	\$ 4,000	\$ 4,000	\$ 5,000
TOTAL	\$ 86,725	\$ 114,329	\$ 114,329	\$ 136,350

EXPENDITURE DETAIL

Administration: \$800 for professional development and training.

Materials & Supplies: \$800 for supplies, reference materials and uniform.

Program Activities: \$5,000 for Code Enforcement and abatement costs.

FUNDING

Building & Planning	\$ 86,725	\$ 114,329	\$ 114,329	\$ 136,350
TOTAL	\$ 86,725	\$ 114,329	\$ 114,329	\$ 136,350

PERSONNEL

REGULAR	FTE
Assistant Planner/Code Enforcement Officer	<u>1.00</u>
TOTAL REGULAR FTE:	1.00



PROGRAM DESCRIPTION

Engineering provides plan checking and construction inspection for street and public works improvements, including the processing of drainage and utility design, subdivision and development applications, right-of-way acquisition requests and all encroachment and grading permits.

Engineering is responsible for ensuring that subdivision and permitted improvements on private property and within the public right-of-way are designed and constructed safely and consistent with conditions of approval and all applicable Town standards.

GOALS

- ❖ Offer quality services that combine a strong foundation of engineering principles to meet the needs of Town businesses and residents.
- ❖ Design/plan, advise, administer, oversee and inspect all public works improvements and subdivision developments and provide these services within budget and on time.
- ❖ Ensure projects are compliant with state and federal regulations and Town policies and procedures to enhance quality of life and protect the public health, safety and well-being of those who live, work and play in the Town of Danville.

HIGHLIGHTS

- ❖ In 2022/23, Engineering:
 - Completed plan check for the Magee Preserve subdivision.
 - Completed phase 1 of the Town-wide inventory and condition assessment of the Storm Drainage facilities for the Storm Drain Master Plan.
 - Supported CIP Management on various Town-wide capital projects.
- ❖ In 2023/24, Engineering will:
 - Complete plan check for 600 Hartz Avenue and Borel Property development.
 - Support CIP Management on various Town-wide capital projects.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 134,942	\$ 306,598	\$ 306,598	\$ 303,660
Administration	\$ 3,486	\$ 6,950	\$ 6,950	\$ 6,950
Materials & Supplies	\$ 16,593	\$ 12,650	\$ 12,950	\$ 16,650
Contracted Services	\$ 85,527	\$ 40,000	\$ 64,873	\$ 60,000
Equipment	\$ 0	\$ 1,500	\$ 1,500	\$ 1,500
TOTAL	\$ 240,548	\$ 367,698	\$ 392,871	\$ 388,760

EXPENDITURE DETAIL

Administration: \$6,950 for professional dues, ongoing training and associated travel.

Materials and Supplies: \$14,500 for software maintenance and licensing costs; and \$2,150 for safety clothing, reference materials, and supplies.

Contracted Services: \$60,000 for engineering consulting services and subdivision plan checks.

Equipment: \$1,500 for engineering field equipment and supplies.

FUNDING

General Fund	\$ 518	\$ 0	\$ 300	\$ 146,207
Engineering	\$ 240,030	\$ 367,698	\$ 392,571	\$ 242,553
TOTAL	\$ 240,548	\$ 367,698	\$ 392,871	\$ 388,760

PERSONNEL

REGULAR	FTE
Civil Engineering Associate	1.00
Public Works Inspector	<u>1.00</u>
TOTAL REGULAR FTE:	2.00



PROGRAM DESCRIPTION

Capital Project Management is responsible for the planning, design and construction of projects in the Five-Year Capital Improvement Program (CIP). Capital Project Management coordinates preparation of the CIP, including developing project cost estimates, identifying funding sources and pursuing state and federal grants.

Major activities include: 1) project design, rights-of-way acquisition, environmental review, agency permitting, specification preparation and bid processing; 2) construction management, evaluating bids on construction contracts, qualifying contractors, inspecting construction work, progress payments, change orders and notices of completion; and 3) preparing and maintaining record maps and documentation of streets, infrastructure, CIP project construction, legal descriptions for property transactions and grant administration.

GOALS

- ❖ Facilitate cost effective and timely design and construction of various public works and facilities to meet present and projected community needs.
- ❖ Communicate the pendency and status of all projects to affected users, residents and property owners to minimize construction-related impacts.
- ❖ Manage a Pavement Management Program that maintains the Town's Pavement Condition Index (PCI) through preventative maintenance and overlay projects.
- ❖ Solicit and secure grant funding from various sources to support the CIP.

HIGHLIGHTS

- ❖ In 2022/23, Capital Project Management:
 - Completed the construction of the tenant improvements at 500 La Gonda Way.
 - Continued the in-house design of the Diablo Road Trail.
 - Began the design phase for Downtown Improvements and Diablo Vista Park playground equipment replacement and multi-sport skate park.
- ❖ In 2023/24, Capital Project Management will:
 - Oversee the construction of the Camino Ramon and San Ramon Valley Boulevard improvements and annual Pavement Management projects.
 - Oversee the construction of storm drainage improvements and trash rack modifications at Loch Lomond Way, Starview Drive and Westridge Avenue.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 811,710	\$ 936,283	\$ 936,283	\$ 999,602
Administration	\$ 1,419	\$ 1,500	\$ 1,500	\$ 1,500
Materials & Supplies	\$ 4,677	\$ 8,750	\$ 8,750	\$ 10,050
Contracted Services	\$ 0	\$ 2,000	\$ 2,000	\$ 2,000
TOTAL	\$ 817,806	\$ 948,533	\$ 948,533	\$ 1,013,152

EXPENDITURE DETAIL

Administration: \$1,500 for professional training and development expenses.

Materials and Supplies: \$8,500 for software maintenance and licensing; and \$1,550 for printing, reference materials and supplies.

Contracted Services: \$2,000 for consultant services.

FUNDING

General Fund	\$ 739,211	\$ 678,754	\$ 678,754	\$ 633,699
Engineering	\$ 0	\$ 93,000	\$ 93,000	\$ 189,883
Clean Water	\$ 0	\$ 93,000	\$ 93,000	\$ 93,000
Capital Improvement	\$ 78,595	\$ 83,779	\$ 83,779	\$ 96,570
TOTAL	\$ 817,806	\$ 948,533	\$ 948,533	\$ 1,013,152

PERSONNEL

REGULAR	FTE
City Engineer	1.00
Senior Civil Engineer	1.00
Landscape Architect	1.00
Civil Engineering Associate	1.00
Public Works Inspector	<u>1.00</u>
TOTAL REGULAR FTE:	5.00



PROGRAM DESCRIPTION

Transportation provides programs and services that ensure safe and efficient multi-modal travel throughout the Town. Impacts of traffic congestion upon the Town's residents are addressed by operating local traffic management programs, reviewing local development projects, engaging in regional coordination and advocacy, and pursuing regional and local transportation improvements and funding.

Transportation manages a network of traffic signals, flashing beacons, radar display signs, lighted crosswalks, signage, pavement markings, and bicycle and pedestrian facilities, and oversees the Neighborhood Traffic Management Program (NTMP).

GOALS

- ❖ Ensure safe, reliable and efficient transportation systems for all modes including motorists, pedestrians and bicyclists.
- ❖ Support education, engineering and enforcement efforts by delivering effective traffic safety education initiatives, traffic calming programs, and capital projects that reinforce community quality of life.
- ❖ Implement parking management strategies that support the Town's economic development efforts.
- ❖ Provide staff support and make recommendations on all Bicycle matters that are presented to the Town Council.

HIGHLIGHTS

- ❖ In 2022/23, Transportation:
 - Completed Phase I of Traffic Signal Modernization (CIP C-634) with upgrades of signal heads and ADA-compliant accessible pedestrian signals. Completed a Town-wide Local Roadway Safety Plan.
 - Continued implementation of the Traffic Management Program including installation of eight radar speed display signs. Began design of the Diablo Road Trail Crossing Improvements (CIP C-055).
- ❖ In 2023/24, Transportation will:
 - Collaborate with the Engineering Division to complete final design of the Diablo Road Trail (CIP C-055). Begin Design-Construction phase of the Fiber Optic Interconnect (CIP A-620)
 - Complete design and begin construction of Phase II of Town-wide Traffic Signal Modernization (C-634).
 - Continue implementation of project and program recommendations in the Town-wide Bicycle Master Plan and provide staff support to the Bicycle Advisory Commission.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 328,641	\$ 476,618	\$ 476,618	\$ 512,128
Administration	\$ 2,599	\$ 5,800	\$ 5,800	\$ 6,000
Materials & Supplies	\$ 460	\$ 4,450	\$ 4,450	\$ 4,950
Contracted Services	\$ 66,466	\$ 63,100	\$ 104,496	\$ 80,000
Equipment	\$ 49	\$ 3,700	\$ 3,700	\$ 2,000
TOTAL	\$ 398,215	\$ 553,668	\$ 595,064	\$ 605,078

EXPENDITURE DETAIL

Administration: \$6,000 for professional dues, training, conferences, and travel.

Materials and Supplies: \$2,450 for transportation planning/traffic engineering software and licensing; \$2,500 for printing, postage, reference materials, safety clothing and uniforms.

Contracted Services: \$20,000 for the Street Smarts Program; \$35,000 for consultants/studies; \$5,000 for Congestion Management Agency (CMA); \$6,000 for subregional transportation planning (SWAT); \$3,000 for traffic signs/striping, \$11,000 for EV Charging Station Services.

Equipment: \$2,000 for traffic data collection/monitoring equipment, maintenance, and cloud services subscriptions.

FUNDING

General Fund	\$ 15,743	\$ 0	\$ 24,000	\$ 0
Gas Tax	\$ 248,589	\$ 331,514	\$ 348,910	\$ 379,038
Measure J	\$ 133,883	\$ 222,154	\$ 222,154	\$ 226,040
TOTAL	\$ 398,215	\$ 553,668	\$ 595,064	\$ 605,078

PERSONNEL

REGULAR	FTE
Transportation Manager	1.00
Traffic Engineering Associate	1.00
Transportation Program Analyst	<u>1.00</u>
TOTAL REGULAR FTE:	3.00



PROGRAM DESCRIPTION

The Clean Water Program was established to comply with the Federal Clean Water Act and California's Porter-Cologne Water Quality Control Act, which require local agencies to eliminate or reduce polluted urban runoff. Danville is part of the Contra Costa Clean Water Program which includes Contra Costa County and 18 other cities. The Program is regulated by a Municipal Regional Permit (MRP) which is issued by the San Francisco Regional Water Quality Control Board (RWQCB).

GOALS

- ❖ Reduce pesticides, trash, PCBs, mercury, and other pollutants.
- ❖ Implement MRP development regulations for private and public projects.
- ❖ Conduct construction, business and illicit inspections and code enforcement.
- ❖ Complete maintenance activities per the MRP.
- ❖ Perform outreach and education on storm water pollution prevention.
- ❖ Implement Green Infrastructure Plan per MRP requirements.

HIGHLIGHTS

- ❖ In 2022/23, the Clean Water Program:
 - Implemented and reported on MRP 2.0 requirements.
 - Ensured MRP 2.0 compliance for all CIP and private development projects.
 - Mapped and managed trash on private lands greater than 10,000 ft².
 - Continued to implement the Town's Green Infrastructure Plan.
- ❖ In 2023/24, the Clean Water Program will:
 - Be managed by Capital Project Management staff.
 - Implement Town-wide measures to achieve a mandated 100% trash reduction goal by 2024 (have currently achieved a 98% reduction).
 - Ensure MRP 3.0 compliance for all CIP and private development projects.
 - Implement and report on MRP 3.0 requirements.
 - Continue to implement the Town's Green Infrastructure Plan.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Administration	\$ 18,266	\$ 26,500	\$ 26,500	\$ 26,500
Materials & Supplies	\$ 85.00	\$ 3,000	\$ 3,000	\$ 3,000
Contracted Services	\$ 206,863	\$ 188,000	\$ 191,021	\$ 188,000
Equipment	\$ 0	\$ 500	\$ 500	\$ 500
Program Activities	\$ 979	\$ 0	\$ 0	\$ 0
TOTAL	\$ 226,193	\$ 218,000	\$ 221,021	\$ 218,000

EXPENDITURE DETAIL

Administration: \$25,000 for State Water Resources Board and Green Business Program fees/permits and \$1,500 for professional dues and training for new staff.

Materials and Supplies: \$3,000 for supplies.

Contracted Services: \$130,000 for CCCWP group permit costs; \$34,000 for business inspections; \$13,000 for environmental consulting; \$10,000 for GIS mapping and Green Infrastructure Plan; and \$1,000 for water testing.

Equipment: \$500 for MRP 3.0 implementation tools/devices.

FUNDING

Clean Water	\$ 226,193	\$ 218,000	\$ 221,021	\$ 218,000
TOTAL	\$ 226,193	\$ 218,000	\$ 221,021	\$ 218,000





Maintenance Services

Maintenance Services



PROGRAMS	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Maintenance Services Mgmt	\$ 352,254	\$ 408,809	\$ 408,809	\$ 450,516
Building Maintenance	\$ 918,574	\$ 959,670	\$ 986,320	\$ 980,145
Park Maintenance	\$ 2,278,169	\$ 2,587,841	\$ 3,208,956	\$ 2,748,022
Roadside Maintenance	\$ 1,722,295	\$ 2,123,757	\$ 2,192,035	\$ 2,206,601
Street Maintenance	\$ 825,379	\$ 1,030,951	\$ 1,046,984	\$ 1,110,058
Street Light Maintenance	\$ 594,617	\$ 787,430	\$ 817,018	\$ 794,034
Traffic Signal Maintenance	\$ 214,370	\$ 233,500	\$ 265,361	\$ 234,000
Equipment Maintenance	\$ 344,499	\$ 384,500	\$ 427,714	\$ 393,900
TOTAL	\$ 7,250,157	\$ 8,516,458	\$ 9,353,197	\$ 8,917,276

FUNDING

Clean Water	\$ 286,410	\$ 364,912	\$ 369,771	\$ 412,463
Donations/Contributions	\$ 783	\$ 3,000	\$ 3,000	\$ 3,000
Gas Tax	\$ 753,339	\$ 899,539	\$ 942,574	\$ 931,595
General Fund	\$ 2,293,258	\$ 2,565,529	\$ 3,182,626	\$ 2,706,720
L L A D - Zone A	\$ 836,604	\$ 1,090,385	\$ 1,113,363	\$ 1,123,498
L L A D - Zone B	\$ 885,691	\$ 1,033,372	\$ 1,078,672	\$ 1,083,103
L L A D - Zone C	\$ 594,617	\$ 787,430	\$ 817,018	\$ 794,034
L L A D - Zone D	\$ 1,599,455	\$ 1,772,291	\$ 1,846,173	\$ 1,862,863
TOTAL	\$ 7,250,157	\$ 8,516,458	\$ 9,353,197	\$ 8,917,276

PERSONNEL

	FTE
REGULAR	28.00
TEMPORARY*	3.75
	<u>31.75</u>

* part-time temporary hours converted to full time equivalents (FTE)



PROGRAM DESCRIPTION

Maintenance Services Management oversees the Maintenance Services Department to ensure that Town-owned facilities retain a positive appearance, maximize functionality, and enhance the quality of life for Danville residents.

Staff support is provided to the Parks, Recreation and Arts Commission and Sports Alliance. Maintenance Services Management works closely with the San Ramon Valley Unified School District on collaborative maintenance efforts, including Town-School District school parks, tennis courts, and swimming pools.

GOALS

- ❖ Provide leadership, oversight, and support to Maintenance Services staff to ensure outstanding customer service and maximize performance and productivity.
- ❖ Manage the Town-wide Lighting & Landscape Assessment District (LLAD) and the Department's fiscal resources to ensure cost-effective service delivery.
- ❖ Manage contracts for parks and roadside landscaping, equipment maintenance, water feature maintenance, street sweeping, street light repairs, custodial services, security systems and communication equipment.
- ❖ Respond promptly to service requests from residents, Sports Alliance members and Town staff.

HIGHLIGHTS

- ❖ In 2022/23, Maintenance Services Management:
 - Coordinated the response to the major New Year's Eve storm and subsequent storm response efforts.
 - Awarded a new building and park restroom custodial contract.
 - Awarded a new street light maintenance contract.
 - Assisted with fulfilling the requirements of SB 1383, the statewide effort to reduce organic waste disposal.
- ❖ In 2023/24, Maintenance Services Management will:
 - Complete the transition to exclusive use of the new text and email alert system that has replaced the Sports Field Hotline.
 - Evaluate potential expansion sites for the UgMO underground sensor irrigation management system.
 - Assist with management of Capital improvement Projects, such as the Sycamore Valley Park synthetic turf replacement.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 306,494	\$ 358,159	\$ 358,159	\$ 398,116
Administration	\$ 9,496	\$ 12,250	\$ 12,250	\$ 14,500
Materials & Supplies	\$ 35,364	\$ 37,500	\$ 37,500	\$ 37,000
Equipment	\$ 900	\$ 900	\$ 900	\$ 900
TOTAL	\$ 352,254	\$ 408,809	\$ 408,809	\$ 450,516

EXPENDITURE DETAIL

Administration: \$6,500 for taxes and fees; and \$8,000 for training, professional dues and travel.

Materials and Supplies: \$15,000 for uniform services; \$6,000 for protective and safety clothing; \$9,000 for application software; \$6,000 for office supplies, postage, and printing at the Town Service Center; and \$1,000 for furniture.

Equipment: \$900 for lease costs.

FUNDING

General Fund	\$ 352,254	\$ 408,809	\$ 408,809	\$ 450,516
TOTAL	\$ 352,254	\$ 408,809	\$ 408,809	\$ 450,516

PERSONNEL

REGULAR	FTE
Maintenance Services Director	1.00
Maintenance Services Coordinator	<u>1.00</u>
TOTAL REGULAR FTE:	2.00



PROGRAM DESCRIPTION

Building Maintenance is provided through a combination of Town staff and service contracts to maintain 105,000 square feet of heavily utilized public buildings in a safe and aesthetically pleasing condition.

Building Maintenance tracks maintenance performed at each individual Town building and maintains a ten-year building asset replacement plan. Buildings are continuously improved to meet user needs and regulatory requirements. Capital improvement projects are identified and scheduled as needed.

Facilities include:

- ❖ Danville Library
- ❖ Veterans Memorial Bldg. & Senior Center
- ❖ Town Meeting Hall
- ❖ Village Theatre and Art Gallery
- ❖ Danville Community Center
- ❖ Oak Hill Park Community Center
- ❖ Hap Magee Ranch Park houses (3)
- ❖ Park restrooms (16)
- ❖ Teen Centers at Charlotte Wood, Diablo Vista and Los Cerros Middle Schools
- ❖ Danville Town Offices
- ❖ Town Service Center

GOALS

- ❖ Respond in a timely manner to requests for service in all Town-owned and managed buildings.
- ❖ Administer contracts for a variety of custodial, plumbing, HVAC, electrical and pest management services.
- ❖ Perform regular facility inspections and immediately address safety and/or maintenance issues required to be performed.

HIGHLIGHTS

- ❖ In 2022/23, Building Maintenance:
 - Provided considerable assistance with the Town Offices relocation from 510 to 500 La Gonda Way.
 - Replaced an HVAC unit at the Town Meeting Hall and replaced a compressor at the Veterans Memorial Building.
 - Installed two water bottle filling stations at the new Town Offices.
- ❖ In 2023/24, Building Maintenance will:
 - Complete improvements to the exterior of teen center buildings at Charlotte Wood, Diablo Vista and Los Cerros middle schools.
 - Complete annual San Ramon Valley Fire Protection District inspections and ensure compliance in all Town-owned buildings.
 - Replace higher-efficacy HEPA filters in all facilities quarterly.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 355,903	\$ 336,970	\$ 336,970	\$ 356,645
Temporary Salaries	\$ 36,327	\$ 41,300	\$ 41,300	\$ 44,000
Administration	\$ 0	\$ 2,500	\$ 2,500	\$ 3,000
Materials & Supplies	\$ 37,220	\$ 47,900	\$ 49,853	\$ 47,900
Contracted Services	\$ 172,276	\$ 170,390	\$ 171,902	\$ 168,590
Equipment	\$ 39,776	\$ 52,650	\$ 75,835	\$ 52,650
Program Activities	\$ 277,072	\$ 307,960	\$ 307,960	\$ 307,360
TOTAL	\$ 918,574	\$ 959,670	\$ 986,320	\$ 980,145

EXPENDITURE DETAIL

Temporary Salaries: \$44,000 for two part-time, temporary custodial workers.

Administration: \$2,000 for taxes and fees and \$1,000 for training.

Materials & Supplies: \$26,000 for custodial/paper supplies and \$21,900 for other supplies.

Contracted Services: \$96,000 for custodial services; and \$72,590 for alarm services, floor refinishing, carpet cleaning, gutter and window cleaning, and painting.

Equipment: \$52,650 for repair costs associated with equipment at the Town Offices, Library, Community Centers, Village Theatre, Service Center, and various park buildings.

Program Activities: \$257,560 for gas and electricity, \$27,600 for sewer and \$22,200 for water.

FUNDING

General Fund	\$ 459,287	\$ 480,084	\$ 493,409	\$ 490,073
LLAD - Zone D	\$ 459,287	\$ 479,586	\$ 492,911	\$ 490,072
TOTAL	\$ 918,574	\$ 959,670	\$ 986,320	\$ 980,145

PERSONNEL

REGULAR	FTE
Maintenance Supervisor	1.00
Maintenance Worker	<u>2.00</u>
TOTAL REGULAR FTE:	3.00
TEMPORARY FTE:*	1.75

*part-time temporary hours converted to full time equivalents (FTE)



PROGRAM DESCRIPTION

Park Maintenance is responsible for 198 acres of Town-owned and/or managed parks and community facilities that enhance residents' quality of life and support recreational and enrichment activities offered through the Town and community organizations. Park Maintenance responds to public requests and supports Town-sponsored programs such as the Music in the Park concert series, adult softball at Sycamore Valley and Diablo Vista Parks and bocce ball at Sycamore Valley Park. Water usage is continually monitored to meet East Bay Municipal Utility District (EBMUD) water use and consumption restrictions.

GOALS

- ❖ Provide for safe, attractive and well-maintained parks, trails and open space.
- ❖ Provide daily litter control, landscape maintenance, irrigation system, play area and hardscape inspections/repairs to keep Town-maintained parks safe for public use.
- ❖ Maintain and inspect Town-maintained fields to meet sports league standards and allow for recreational use.
- ❖ Utilize integrated pest management practices to eradicate pests and weeds.

HIGHLIGHTS

- ❖ In 2022/23, Park Maintenance:
 - Assisted with the Oak Hill Park playground replacement project.
 - Continued to utilize organic fertilizers for all Town-maintained sports fields.
 - Installed breakaway bases at all baseball/softball fields to enhance player safety.
- ❖ In 2023/24, Park Maintenance will:
 - Prepare for the Diablo Vista Park renovation project.
 - Continue to identify areas that can reduce water usage and leverage technology to irrigate more efficiently to offset continually rising water costs.
 - Renovate the Canine Corral at Hap Magee Ranch Park, including installing new sod, refinishing benches, and completing fencing repairs.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 869,367	\$ 958,921	\$ 958,921	\$ 1,038,152
Temporary Salaries	\$ 38,055	\$ 38,000	\$ 38,000	\$ 38,000
Administration	\$ 26,951	\$ 29,000	\$ 29,000	\$ 29,000
Materials & Supplies	\$ 98,006	\$ 121,500	\$ 123,946	\$ 127,500
Contracted Services	\$ 496,939	\$ 594,000	\$ 712,669	\$ 596,200
Equipment	\$ 5,335	\$ 11,000	\$ 11,000	\$ 11,000
Program Activities	\$ 743,516	\$ 835,420	\$ 1,335,420	\$ 908,170
TOTAL	\$ 2,278,169	\$ 2,587,841	\$ 3,208,956	\$ 2,748,022

EXPENDITURE DETAIL

Temporary Salaries: \$38,000 for two temporary, seasonal Park Maintenance Workers.

Administration: \$26,000 for LLAD reimbursement costs and \$3,000 for training costs.

Materials and Supplies: \$38,000 for litter; \$43,000 for irrigation; \$14,000 for hardscape; \$28,500 for plants and other supplies; \$4,000 for protective clothing.

Contracted Services: \$476,200 for landscape maintenance; \$6,000 for consulting services; \$6,000 for trails and hardscape repairs; \$2,000 for irrigation maintenance; \$56,000 for pond maintenance; \$38,000 for custodial services; and \$12,000 for tree maintenance.

Equipment: \$11,000 for equipment purchases, leases and warranties.

Program Activities: \$885,000 for water; \$13,000 for electricity; \$4,170 for sewer; and \$6,000 for sports field lighting.

FUNDING

General Fund	\$ 1,137,218	\$ 1,292,136	\$ 1,852,694	\$ 1,372,231
LLAD - Zone D	\$ 1,140,168	\$ 1,292,705	\$ 1,353,262	\$ 1,372,791
Donations/Contributions	\$ 783	\$ 3,000	\$ 3,000	\$ 3,000
TOTAL	\$ 2,278,169	\$ 2,587,841	\$ 3,208,956	\$ 2,748,022

PERSONNEL

REGULAR	FTE
Maintenance Supervisor	1.00
Maintenance Specialist	3.00
Maintenance Worker	<u>5.00</u>
TOTAL REGULAR FTE:	9.00
TEMPORARY FTE:*	1.50

*part-time temporary hours converted to full time equivalents (FTE)



PROGRAM DESCRIPTION

Roadside Maintenance is responsible for over 60 acres of roadside landscaping, medians and community areas, striving to provide safe, aesthetically pleasing streetscape areas, including clean and safe pedestrian pathways. Water usage is continually monitored to meet EBMUD water usage restrictions.

GOALS

- ❖ Provide for safe, attractive and well-maintained roadsides and medians.
- ❖ Conduct regular irrigation system inspections and repairs.
- ❖ Perform daily litter control.
- ❖ Prune trees, control weeds and replace plant material as needed.
- ❖ Identify and evaluate long-term maintenance needs on an annual basis.

HIGHLIGHTS

- ❖ In 2022/23, Roadside Maintenance:
 - Managed the new maintenance contract for the landscaping along Camino Ramon and San Ramon Valley Boulevard that the Town took over following the recent I-680 auxiliary lane project.
 - Managed the expanded UgMO underground moisture sensor irrigation system.
 - Removed several large eucalyptus trees along Camino Tassajara to eliminate any potential hazards from failure.
- ❖ In 2023/24, Roadside Maintenance will:
 - Continue with landscape replacement projects on roadsides and medians where needed to promote efficient water usage and aesthetically pleasing landscapes.
 - Complete projects in the Downtown, such as tree pruning and landscape improvements, prior to the July 4th Parade and Lighting of the Old Oak Tree event.
 - Proactively complete tree pruning projects to minimize any potential negative impacts on the public right-of-way and private properties.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 791,588	\$ 874,757	\$ 874,757	\$ 885,601
Temporary Salaries	\$ 5,270	\$ 18,000	\$ 18,000	\$ 18,000
Administration	\$ 12,394	\$ 17,000	\$ 17,000	\$ 17,000
Materials & Supplies	\$ 47,611	\$ 59,100	\$ 61,047	\$ 65,100
Contracted Services	\$ 445,785	\$ 619,500	\$ 685,831	\$ 635,500
Equipment	\$ 1,732	\$ 3,500	\$ 3,500	\$ 3,500
Program Activities	\$ 417,915	\$ 531,900	\$ 531,900	\$ 581,900
TOTAL	\$ 1,722,295	\$ 2,123,757	\$ 2,192,035	\$ 2,206,601

EXPENDITURE DETAIL

Temporary Salaries: \$18,000 for a part-time, temporary worker to assist with various activities.

Administration: \$17,000 for LLAD reimbursement costs.

Materials and Supplies: Irrigation, litter, hardscape and planting supplies; \$29,600 for Zone A and \$35,500 for Zone B.

Contracted Services: \$235,000 for Zone A and \$282,000 for Zone B; \$38,000 for tree services; \$11,000 for LLAD consultant; \$9,500 for irrigation/hardscape repairs; \$60,000 for taking over maintenance of Camino Ramon landscaping along I-680.

Equipment: \$3,500 for equipment purchases, leases and warranties.

Program Activities: \$205,000 for Zone A water and \$350,000 for Zone B water; \$23,000 for Zone A electricity and \$3,900 for Zone B electricity.

FUNDING

LLAD - Zone A	\$ 836,604	\$ 1,090,385	\$ 1,113,363	\$ 1,123,498
LLAD - Zone B	\$ 885,691	\$ 1,033,372	\$ 1,078,672	\$ 1,083,103
TOTAL	\$ 1,722,295	\$ 2,123,757	\$ 2,192,035	\$ 2,206,601

PERSONNEL

REGULAR	FTE
Maintenance Superintendent	1.00
Maintenance Supervisor	1.00
Maintenance Specialist	1.00
Maintenance Worker	<u>4.00</u>
TOTAL REGULAR FTE:	7.00
TEMPORARY FTE:*	0.50

*part-time temporary hours converted to full time equivalents (FTE)



PROGRAM DESCRIPTION

Street Maintenance is provided through a combination of Town staff and contract services to maintain approximately 145 miles of streets and roadways, 4,700 storm drain inlets, 6.1 miles of roadside ditches and 4.6 miles of creeks and channels.

Street Maintenance performs a number of activities to comply with the Federal Clean Water Act and reduce the flow of pollutants and trash into storm drains and waterways. Street sweeping is performed on a monthly basis for all residential streets and weekly for commercial streets; a minimum of 500 catch basins and Town-maintained drainage channels are inspected and/or cleaned annually.

GOALS

- ❖ Repaint pavement legends, striping and curb markings to enhance safety.
- ❖ Maintain safe streets and sidewalks by performing inspections and repairing potholes, curbs and gutters.
- ❖ Conduct cleaning, repair, replacement and installation of traffic signs to ensure they are legible and functional for motorists and pedestrians.
- ❖ Maintain creeks and channels to reduce potential for flooding and property damage.

HIGHLIGHTS

- ❖ In 2022/23, Street Maintenance:
 - Swept over 6,000 curb miles of streets, maintaining the streets in a clean and safe condition while also reducing the amount of pollutants that enter storm drains.
 - Reinstalled thermoplastic crosswalks as needed throughout the Town.
 - Filled over 350 potholes following the major New Year's Eve storm and subsequent storm events.
 - Completed asphalt replacement projects on Brooktree Drive and Mia Court.
- ❖ In 2023/24, Street Maintenance will:
 - Complete long line striping (e.g., bike lanes, center lines) on major arterials.
 - Replace damaged sections of sidewalks, curbs and gutters in high traffic areas.
 - Inspect and clean all Town drainage facilities in advance of the winter, which will help prevent damage during storm events.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 464,242	\$ 612,701	\$ 612,701	\$ 649,308
Materials & Supplies	\$ 41,508	\$ 52,250	\$ 61,160	\$ 49,750
Contracted Services	\$ 264,401	\$ 304,000	\$ 311,123	\$ 344,000
Equipment	\$ 866	\$ 2,000	\$ 2,000	\$ 2,000
Program Activities	\$ 54,362	\$ 60,000	\$ 60,000	\$ 65,000
TOTAL	\$ 825,379	\$ 1,030,951	\$ 1,046,984	\$ 1,110,058

EXPENDITURE DETAIL

Materials and Supplies: \$17,000 for signs, markings, paint and supplies; \$12,000 for asphalt supplies; \$19,000 for concrete, drainage and hardscape supplies; and \$1,750 for protective clothing.

Contracted Services: \$280,000 for street sweeping and catch basin cleaning; \$8,000 for drainage, sidewalk and asphalt repairs; and \$56,000 for work on street signs and markings.

Equipment: \$2,000 for equipment purchases, leasing or maintenance of equipment.

Program Activities: \$65,000 for electricity costs.

FUNDING

Gas Tax	\$ 538,969	\$ 666,039	\$ 677,213	\$ 697,595
Clean Water	\$ 286,410	\$ 364,912	\$ 369,771	\$ 412,463
TOTAL	\$ 825,379	\$ 1,030,951	\$ 1,046,984	\$ 1,110,058

PERSONNEL

REGULAR	FTE
Maintenance Supervisor	1.00
Maintenance Specialist	1.00
Maintenance Worker	<u>3.00</u>
TOTAL REGULAR FTE:	5.00



PROGRAM DESCRIPTION

Street Light Maintenance provides for safe, well-lighted streets by funding utility costs, performing monthly street light inspections and undertaking necessary repairs on approximately 644 Town-owned street lights; and funding utility costs for an additional 2,839 Pacific Gas & Electric (PG&E) owned street lights.

Repair requests to PG&E and the Town's street light maintenance contractor are sent electronically, which allows the Town to monitor the status of requests through the PG&E website and the contractor's database.

GOALS

- ❖ Conduct proactive, regular inspections within three street lighting zones, including Downtown Danville, main arterial streets and residential areas.
- ❖ Respond to requests for street light repairs from the public in a timely manner.
- ❖ Determine the responsible agency for reported street light maintenance issues and notify of necessary repairs.

HIGHLIGHTS

Street light maintenance includes electricity costs associated with all PG&E and Town-owned lights, and maintenance and repairs associated with Town-owned lights. Electricity rates continue to increase significantly and account for the majority of the program costs.

LED street lights have been installed on Sycamore Valley Road, Camino Tassajara and in the Downtown area, increasing the effectiveness of lighting while reducing costs in these areas. Further opportunities to utilize LED technology and other energy saving measures continue to be pursued.

- ❖ In 2022/23, Street Light Maintenance:
 - Coordinated a seamless transition with the street light maintenance contractor following award of the new contract.
 - Facilitated approximately 100 street light repairs.
- ❖ In 2023/24, Street Light Maintenance will:
 - Proactively inspect Downtown, arterial and residential street lights.
 - Continue to facilitate timely repairs to street lights.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 85,411	\$ 194,430	\$ 194,430	\$ 201,034
Administration	\$ 2,340	\$ 10,000	\$ 10,000	\$ 10,000
Materials & Supplies	\$ 2,380	\$ 6,000	\$ 6,000	\$ 6,000
Contracted Services	\$ 29,487	\$ 37,000	\$ 66,588	\$ 37,000
Program Activities	\$ 474,999	\$ 540,000	\$ 540,000	\$ 540,000
TOTAL	\$ 594,617	\$ 787,430	\$ 817,018	\$ 794,034

EXPENDITURE DETAIL

Administration: \$10,000 for LLAD reimbursement costs.

Materials and Supplies: \$6,000 for repair parts, supplies, and protective clothing.

Contracted Services: \$33,000 for street light repairs and \$4,000 for consulting services.

Program Activities: \$540,000 for electricity costs.

FUNDING

LLAD - Zone C	\$ 594,617	\$ 787,430	\$ 817,018	\$ 794,034
TOTAL	\$ 594,617	\$ 787,430	\$ 817,018	\$ 794,034

PERSONNEL

REGULAR	FTE
Maintenance Worker	<u>2.00</u>
TOTAL REGULAR FTE:	2.00



PROGRAM DESCRIPTION

Traffic Signal Maintenance maintains and operates a network of 54 traffic signals, traffic control signage, radar display signs, illuminated crosswalks, and overhead flashing beacons in a manner that ensures mobility for Danville residents. Traffic signal maintenance is accomplished through a contract with the Contra Costa County Public Works Department. The program also contributes to a percentage of maintenance costs associated with the six Caltrans-owned and operated traffic signals proximate to the Interstate 680 on and off ramps within Danville.

GOALS

- ❖ Maintain and operate a roadway system consisting of 54 optimally timed and coordinated traffic signals, traffic control signage and striping.
- ❖ Continuously improve operation of the transportation network through application of available technologies, capital improvements and traffic signal timing enhancements.
- ❖ Conduct proactive, regular inspections of traffic signal apparatus, illuminated crosswalk warning systems, flashing beacons and radar display signs.
- ❖ Promptly respond to public inquiries regarding traffic signal operations.

HIGHLIGHTS

- ❖ In 2022/23, Traffic Signal Maintenance:
 - Installed eight (8) radar feedback display signs.
 - Installed three (3) electronic message signs as pedestrian safety enhancements.
 - Installed IP-based ADA pedestrian push button systems at eight (8) intersections.
 - Replaced battery back-up systems equipment at eleven (11) intersections inclusive of two (2) upgraded IP-based battery back-up systems.
 - Replaced batteries and components for four (4) illuminated crosswalk systems.
 - Converted two (2) intersections (replacement of eight (8) signals heads) to “Flashing Yellow Arrow” operations.
 - Provided 1,550 hours of traffic signal maintenance services.
- ❖ In 2023/24, Traffic Signal Maintenance will:
 - Provide 1,500 hours of traffic signal maintenance services.
 - Replace battery back-up system components at ten (10) intersections.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Contracted Services	\$ 214,370	\$ 233,500	\$ 265,361	\$ 234,000
TOTAL	\$ 214,370	\$ 233,500	\$ 265,361	\$ 234,000

EXPENDITURE DETAIL

Contracted Services: \$230,000 for traffic signal hardware maintenance and management system software maintenance and licensing; \$4,000 for Fostoria Way traffic signal maintenance.

FUNDING

Gas Tax	\$ 214,370	\$ 233,500	\$ 265,361	\$ 234,000
TOTAL	\$ 214,370	\$ 233,500	\$ 265,361	\$ 234,000



PROGRAM DESCRIPTION

Equipment Maintenance ensures that all Town vehicles and equipment are properly maintained to allow safe operation with maximum useful life. Contracted services, equipment repairs and gasoline costs support a fleet of 58 vehicles. Specific criteria have been developed and incorporated into a ten-year replacement schedule that includes each type and piece of equipment used by the Town. Once due for replacement, vehicles and equipment are evaluated further to ensure that replacement is necessary and appropriate.

GOALS

- ❖ Schedule and perform routine maintenance service and repairs on all Town vehicles.
- ❖ Replace vehicles that meet specific criteria set forth in the Town's Vehicle Replacement Policy; coordinate auction of vehicles taken out of service.
- ❖ Maintain and repair specialized equipment including a turf tractor, backhoe, forklift, message boards, and other smaller pieces of equipment and machinery.
- ❖ Conduct daily inspections of two-cycle equipment, including generators, weed eaters, blowers, chain saws and specialty equipment, such as concrete saws, boring tools and small engine turf equipment.

HIGHLIGHTS

- ❖ In 2022/23, Equipment Maintenance:
 - Proactively inspected and maintained equipment, resulting in nearly 100% equipment up time.
 - Completed repairs on the backhoe to ensure it operates effectively and maximize its useful lifespan.
 - Inspected and replaced fire extinguishers in all Town vehicles, as needed.
- ❖ In 2023/24, Equipment Maintenance will:
 - Include a greener fleet of ten hybrid and eight electric vehicles.
 - Continue to perform preventative maintenance on the fleet to keep overall costs within budget.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Administration	\$ 8,219	\$ 5,000	\$ 5,000	\$ 5,000
Materials & Supplies	\$ 169,662	\$ 196,000	\$ 196,000	\$ 196,000
Contracted Services	\$ 25,502	\$ 29,000	\$ 31,660	\$ 30,000
Equipment	\$ 139,437	\$ 152,500	\$ 193,054	\$ 160,500
Program Activities	\$ 1,679	\$ 2,000	\$ 2,000	\$ 2,400
TOTAL	\$ 344,499	\$ 384,500	\$ 427,714	\$ 393,900

EXPENDITURE DETAIL

Administration: \$5,000 for fuel fees paid to the State Board of Equalization.

Materials & Supplies: \$196,000 for gasoline and supplies for Town-owned vehicles.

Contracted Services: \$5,000 for towing expenses; and \$25,000 for tractor, forklift, backhoe, and other maintenance.

Equipment: \$90,000 for police vehicle maintenance; \$68,000 for maintenance of all other Town vehicles; and \$2,500 for miscellaneous equipment purchases.

Program Activities: \$2,400 for underground storage tank insurance.

FUNDING

General Fund	\$ 344,499	\$ 384,500	\$ 427,714	\$ 393,900
TOTAL	\$ 344,499	\$ 384,500	\$ 427,714	\$ 393,900





Recreation, Arts & Community Services

Recreation, Arts & Community Services



PROGRAMS	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Recreation, Arts & Community Services Management	\$ 376,779	\$ 429,873	\$ 440,981	\$ 389,231
Sports and Fitness	\$ 331,210	\$ 716,325	\$ 727,958	\$ 704,441
Facilities Management	\$ 485,605	\$ 556,440	\$ 556,440	\$ 580,947
Cultural Arts	\$ 475,547	\$ 692,642	\$ 692,642	\$ 764,591
Youth Services	\$ 453,395	\$ 516,116	\$ 516,116	\$ 547,792
Teen Services	\$ 325,526	\$ 422,461	\$ 422,461	\$ 421,069
Adult Services	\$ 88,665	\$ 132,805	\$ 132,805	\$ 173,776
Senior Services	\$ 249,104	\$ 359,598	\$ 361,631	\$ 398,231
TOTAL	\$ 2,785,831	\$ 3,826,260	\$ 3,851,034	\$ 3,980,078

FUNDING

General Fund	\$ 1,122,407	\$ 1,790,193	\$ 1,814,967	\$ 1,494,587
Recreation Fees & Charges	\$ 1,662,471	\$ 2,034,067	\$ 2,034,067	\$ 2,485,491
Donations & Contributions	\$ 953	\$ 2,000	\$ 2,000	\$ 0
TOTAL	\$ 2,785,831	\$ 3,826,260	\$ 3,851,034	\$ 3,980,078

PERSONNEL

	FTE
REGULAR	15.00
TEMPORARY	26.00
	<u>41.00</u>

* part-time temporary hours converted to full time equivalents (FTE)



PROGRAM DESCRIPTION

Recreation, Arts and Community Services (RACS) Management ensures that the Department's mission to provide recreational experiences, promote health and wellness, foster human development and the arts are met. Efforts include program oversight, resource management and cost recovery.

Staff support is provided to the Arts Advisory Board, Gallery Curatorial Committee, Parks, Recreation and Arts Commission, Senior Advisory Commission, Trails Sub-Committee, Sports Alliance, and Veterans Memorial Building Board of Trustees.

GOALS

- ❖ Support development of innovative, high-quality programs and services offering growth and enrichment opportunities, in collaboration with partner organizations, in order to meet the needs and interests of Danville residents.
- ❖ Effectively manage the Department's fiscal resources to ensure program and facility revenues and expenditures are within the established cost recovery plan.
- ❖ Lead and support Department staff to ensure outstanding customer service and maximize departmental performance.
- ❖ Support Town commissions, boards and committees and facilitate training and networking opportunities for commissions, board and committee members.

HIGHLIGHTS

- ❖ In 2022/23, Recreation, Arts and Community Services Management:
 - Continued to work with the Parks, Recreation and Arts Commission to implement the strategies and recommendations of the Parks, Recreation and Arts Strategic Plan.
 - Worked with Senior Advisory Commission to begin implementation of the Age Friendly Road Map.
 - Continued to provide both in-person and online programming throughout the year in all areas of the Department.
- ❖ In 2023/24, Recreation, Arts and Community Services Management will:
 - Work with the Parks, Recreation and Arts Commission and Arts Advisory Board to continue to implement and expand the strategies and recommendations of the Plan Update, focusing on the Town Green, Pickleball, Community Outreach, Transportation, Park Facilities, and Social Vision.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 229,532	\$ 263,615	\$ 263,615	\$ 284,013
Temporary Salaries	\$ 17,100	\$ 27,000	\$ 27,000	\$ 7,000
Administration	\$ 3,216	\$ 10,690	\$ 10,690	\$ 11,650
Materials & Supplies	\$ 66,257	\$ 79,068	\$ 82,726	\$ 82,068
Contracted Services	\$ 60,674	\$ 49,500	\$ 56,950	\$ 4,500
TOTAL	\$ 376,779	\$ 429,873	\$ 440,981	\$ 389,231

EXPENDITURE DETAIL

Temporary Salaries: \$7,000 for part-time temporary staff.

Administration: \$11,650 for professional dues, training, travel, and conferences.

Materials and Supplies: \$20,000 in postage for the quarterly Activity Guide; \$52,000 for Activity Guide printing; \$8,000 for marketing materials; and \$2,068 for general and Commission supplies.

Contracted Services: \$3,000 for Graphic Designer services associated with the quarterly Activity Guide; and \$1,500 for other Commission projects. Graphic design costs are reduced with adding new Graphic Designer position in Community Outreach.

FUNDING

General Fund	\$ 376,779	\$ 429,873	\$ 440,981	\$ 389,231
TOTAL	\$ 376,779	\$ 429,873	\$ 440,981	\$ 389,231

PERSONNEL

REGULAR	FTE
Recreation, Arts & Com. Svcs. Director	1.00
TOTAL REGULAR FTE:	1.00



PROGRAM DESCRIPTION

The Sports and Fitness Program promotes health and wellness by offering a variety of year-round activities, fitness classes and sports leagues for all ages. Annually, the Program offers over 150 fitness classes and aquatics programs serving over 1,500 community members. Youth and adults participate in sports leagues, including basketball, softball, and bocce ball leagues. The Junior Warriors Basketball Program provides youth in kindergarten through high school the opportunity to play organized basketball in a recreational, nurturing environment.

GOALS

- ❖ Provide active recreational opportunities for youth and adults through leagues.
- ❖ Strengthen water safety and fitness in the community by providing seasonal aquatics programs at the Monte Vista and San Ramon Valley High School Community Pools.
- ❖ Promote health and wellness by offering a variety of sports and fitness classes for all ages.

HIGHLIGHTS

- ❖ In 2022/23, Sports and Fitness:
 - Reintroduced adult sports leagues with Bocce Ball and Softball.
 - Added new contract instructors for youth sport programs.
 - Added new Danville Wave Riders Lifeguard Games that taught lifeguard skills and promoted team competitions.
- ❖ In 2023/24, Sports and Fitness will:
 - Reintroduce adult basketball to adult sports leagues.
 - Focus on summer staff retention in Aquatics for the current and following year.
 - Continue to research the addition of diverse and high-quality youth sport programs.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 87,453	\$ 198,445	\$ 198,445	\$ 182,464
Temporary Salaries	\$ 85,735	\$ 178,280	\$ 178,280	\$ 178,280
Administration	\$ 21,527	\$ 4,779	\$ 4,779	\$ 4,789
Materials & Supplies	\$ 8,065	\$ 37,967	\$ 37,967	\$ 39,779
Contracted Services	\$ 128,430	\$ 290,874	\$ 302,507	\$ 293,149
Equipment	\$ 0	\$ 5,980	\$ 5,980	\$ 5,980
TOTAL	\$ 331,210	\$ 716,325	\$ 727,958	\$ 704,441

EXPENDITURE DETAIL

Temporary Salaries: \$178,280 for seasonal part-time temporary employees to assist with classes, programs, camps and aquatics.

Administration: \$4,789 for dues, training, conference registration and marketing.

Materials and Supplies: \$29,779 for sports equipment, staff, and team uniforms; and \$10,000 for software maintenance.

Contracted Services: \$235,499 for instructor fees; \$38,650 for softball and basketball officials; \$10,000 for custodial services; and \$9,000 for bocce ball court preparation.

Equipment: \$5,980 for backboards, kick boards, swim aids, and bocce ball equipment.

FUNDING

General Fund	\$ (42,871)	\$ 274	\$ 11,907	\$ (136,610)
Sports and Fitness	\$ 374,081	\$ 716,051	\$ 716,051	\$ 841,051
TOTAL	\$ 331,210	\$ 716,325	\$ 727,958	\$ 704,441

PERSONNEL

REGULAR	FTE
Program Supervisor	0.50
Program Coordinator	<u>1.00</u>
TOTAL REGULAR FTE:	1.50
TEMPORARY FTE:*	7.50

*part-time temporary hours converted to full time equivalents (FTE)



PROGRAM DESCRIPTION

Facilities Management schedules and supports usage of all Town parks and facilities, including Town programs, classes and activities, and rental for private, non-profit, commercial or government users. Danville parks, sports fields and community facilities under management include:

- ❖ Danville Library and Community Center
- ❖ Town Meeting Hall
- ❖ Village Theatre and Art Gallery
- ❖ Veterans Memorial Building and Senior Center
- ❖ Oak Hill Park Community Center
- ❖ Diablo Vista, Hap Magee Ranch, Oak Hill, Osage Station, and Sycamore Valley Parks
- ❖ John Baldwin, Green Valley, Greenbrook, Montair and Vista Grande School Parks
- ❖ Los Cerros Middle School Gymnasiums, Monte Vista High School Community Pool and Tennis Courts, and San Ramon Valley High School Tennis Courts

GOALS

- ❖ Maintain a balanced reservation schedule of facility use to include Town programs, co-sponsored groups and private rentals.
- ❖ Provide high-quality customer service before, during and after facility use.
- ❖ Maximize community use of Town and School District facilities.
- ❖ Manage facility revenues/expenditures within the established cost recovery plan.

HIGHLIGHTS

- ❖ In 2022/23, Facilities Management:
 - Rented sports fields to Sports Alliance user groups at pre-pandemic levels.
 - Increased picnic table rentals.
- ❖ In 2023/24, Facilities Management will:
 - Continue to develop and update the Facility Use Guidelines to provide rental information to all users.
 - Continue ongoing replacement of furniture and audio-visual equipment in all of the Town's rentable facilities.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 408,294	\$ 456,425	\$ 456,425	\$ 467,922
Temporary Salaries	\$ 37,311	\$ 50,000	\$ 50,000	\$ 63,915
Administration	\$ 38,536	\$ 3,715	\$ 3,715	\$ 2,810
Materials & Supplies	\$ 1,081	\$ 35,800	\$ 35,800	\$ 35,800
Contracted Services	\$ 383	\$ 1,500	\$ 1,500	\$ 1,500
Equipment	\$ 0	\$ 9,000	\$ 9,000	\$ 9,000
TOTAL	\$ 485,605	\$ 556,440	\$ 556,440	\$ 580,947

EXPENDITURE DETAIL

Temporary Salaries: \$63,915 for four part-time temporary Facilities Attendants to assist with operation of Town-managed facilities.

Administration: \$2,810 for dues and professional development.

Materials and Supplies: \$30,000 for application software maintenance; \$2,100 for uniforms and supplies; \$3,000 for furniture replacement; and \$700 for printing and marketing materials.

Contract Services: \$1,500 for miscellaneous services.

Equipment: \$9,000 for furniture replacement at specific facilities.

FUNDING

General Fund	\$ 98,196	\$ 184,714	\$ 184,714	\$ 134,221
Facilities Management	\$ 387,409	\$ 371,726	\$ 371,726	\$ 446,726
TOTAL	\$ 485,605	\$ 556,440	\$ 556,440	\$ 580,947

PERSONNEL

REGULAR	FTE
Program Supervisor	0.50
Program Coordinator	1.00
Administrative Assistant	1.00
Facility Attendant	<u>2.00</u>
TOTAL REGULAR FTE:	4.50
TEMPORARY FTE:*	2.50

*part-time temporary hours converted to full time equivalents (FTE)



PROGRAM DESCRIPTION

Based at the Village Theatre and Art Gallery, Cultural Arts provides a variety of activities and opportunities for residents of all ages in the visual, performing and musical arts. Cultural Arts works to enhance cultural experiences, encourage participation in the arts and support Danville's small-town atmosphere.

GOALS

- ❖ Enrich experiential learning through visual arts exhibits, performances, camps, classes and workshops.
- ❖ Rotate Gallery exhibits every 6-8 weeks featuring varied types of artwork, with complementing programs that enhance the visitor experience; offer educational workshops for all ages.
- ❖ Offer co-sponsored shows by partnering with local nonprofits with an eye toward diverse content: cinema, live theatre, live music and comedy for all ages.
- ❖ Maintain a quality theatre and performing arts facility with standards for a positive patron and user experience.

HIGHLIGHTS

- ❖ In 2022/23, Cultural Arts:
 - Hosted four Music in the Park concerts.
 - Hosted five art exhibitions in the Village Theatre Art Gallery.
 - Hosted a Triva Night in the Theatre.
 - Hosted musical concert series: Linda Ronstadt and Ray Charles.
 - Showed classic movie "Rear Window" at the Village Theatre.
 - Hosted a Murder Mystery Dinner in partnership with Danville Senior Center.
 - Partnered with the Danville Library to host two Kidchella events.
 - Partnered with Tri-Valley cities and Visit Tri-Valley to implement "Picture This" public art exhibit.
 - Coordinated creation and installation of new Public Art at the Town Offices.
- ❖ In 2023/24, Cultural Arts will:
 - Continue to implement Art Integration as directed by the Parks, Recreation and Arts Strategic Plan.
 - Offer public art opportunities that will increase economic vitality in downtown Danville—implementing a new public art project: Bound for Books
 - Promote the Village Theatre as a rentable venue in order to increase revenue.
 - Host Art in the Park, an annual art making day for the community.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 315,113	\$ 359,985	\$ 359,985	\$ 388,906
Temporary Salaries	\$ 24,113	\$ 58,575	\$ 58,575	\$ 65,475
Administration	\$ 6,042	\$ 23,770	\$ 23,770	\$ 18,320
Materials & Supplies	\$ 18,855	\$ 40,990	\$ 40,990	\$ 45,240
Contracted Services	\$ 106,965	\$ 197,372	\$ 197,372	\$ 235,000
Equipment	\$ 4,454	\$ 11,800	\$ 11,800	\$ 11,500
Program Activities	\$ 5	\$ 150	\$ 150	\$ 150
TOTAL	\$ 475,547	\$ 692,642	\$ 692,642	\$ 764,591

EXPENDITURE DETAIL

Temporary Salaries: \$65,475 for part-time temporary employees to assist with program efforts.

Administration: \$1,700 for licensing; \$1,700 for advertising; \$6,250 for ticket splits for Village Theatre events; and \$8,670 for training, conference registration and dues.

Materials and Supplies: \$27,740 for public art, uniforms and event supplies to include Art Integration Projects; \$500 for postage; \$10,500 for marketing materials; \$1,000 for art sales; and \$5,500 for ActiveNet and CAFE Software.

Contracted Services: \$10,000 for AudienceView Professional ticketing software; \$60,000 for Cultural Arts Events and Gallery exhibit preparation; \$20,000 for theatre upgrade study; \$86,000 for class instructor fees and \$59,000 for camp instructor fees.

Equipment: \$5,500 for equipment rentals and purchases for Village Theatre; \$6,000 for benches and a-frames outside the Art Gallery.

Program Activities: \$150 admission fee to visit local and regional art galleries.

FUNDING

General Fund	\$ 328,128	\$ 485,242	\$ 485,242	\$ 524,341
Cultural Arts	\$ 146,466	\$ 205,400	\$ 205,400	\$ 240,250
Donations & Contributions	\$ 953	\$ 2,000	\$ 2,000	\$ 0
TOTAL	\$ 475,547	\$ 692,642	\$ 692,642	\$ 764,591

PERSONNEL

REGULAR	FTE
Program Superintendent	1.00
Program Coordinator	<u>2.00</u>
TOTAL REGULAR FTE:	3.00
TEMPORARY FTE:*	2.50

*part-time temporary hours converted to full time equivalents (FTE)



PROGRAM DESCRIPTION

Youth Services provides social, recreational and educational experiences for youth ages preschool through 10 years, by offering safe spaces to play and learn. Each year, over 7,500 youth participate in enrichment classes, day camps, exploration events and adaptive recreation activities for physically and developmentally disabled persons.

GOALS

- ❖ Deliver theme-based seasonal camps and extended day care opportunities that provide enriching experiences for youth and meet the needs of parent/guardian schedules.
- ❖ Deliver quality year-round classes that foster youth life skills, education and enrichment in a welcoming environment.
- ❖ Through partnerships with non-profit organizations, provide opportunities for community members with disabilities to participate in activities and programs.
- ❖ Host youth-centered events that encourage family participation.

HIGHLIGHTS

- ❖ In 2022/23, Youth Services:
 - Offered diverse programs, activities and family-friendly events.
 - Offered high-quality seasonal camps.
 - Provided opportunities for youth to volunteer within their community.
- ❖ In 2023/24, Youth Services will:
 - Offer traditional and contract camps during the summer.
 - Offer family-friendly annual events.
 - Offer Mobile Recreation at parks and events throughout the Town and increase the annual summer and annual offerings.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 148,860	\$ 161,602	\$ 161,602	\$ 172,218
Temporary Salaries	\$ 106,585	\$ 144,750	\$ 144,750	\$ 144,750
Administration	\$ 4,844	\$ 5,420	\$ 5,420	\$ 5,980
Materials & Supplies	\$ 25,860	\$ 31,724	\$ 31,724	\$ 33,224
Contracted Services	\$ 162,039	\$ 156,200	\$ 156,200	\$ 172,200
Equipment	\$ 150.00	\$ 1,420	\$ 1,420	\$ 1,420
Program Activities	\$ 5,057	\$ 15,000	\$ 15,000	\$ 18,000
TOTAL	\$ 453,395	\$ 516,116	\$ 516,116	\$ 547,792

EXPENDITURE DETAIL

Temporary Salaries: \$144,750 for part-time temporary employees to assist with classes, programs, and activities.

Administration: \$5,480 for dues, travel, and professional development; and \$500 for advertising.

Materials and Supplies: \$24,519 for class, camp, mobile recreation and event supplies; \$6,000 for software maintenance; and \$2,705 for staff uniforms, marketing materials, and postage.

Contracted Services: \$12,400 for transportation; and \$159,800 for instructors and speakers.

Equipment: \$1,420 for Summer Camps and Art & Rec on the Go equipment.

Program Activities: \$18,000 for admission charges for Youth Summer Camps.

FUNDING

General Fund	\$ (21,962)	\$ 136,891	\$ 136,891	\$ 41,234
Youth Services	\$ 475,357	\$ 379,225	\$ 379,225	\$ 506,558
TOTAL	\$ 453,395	\$ 516,116	\$ 516,116	\$ 547,792

PERSONNEL

REGULAR	FTE
Program Supervisor	0.50
Program Coordinator	<u>1.00</u>
TOTAL REGULAR FTE:	1.50
TEMPORARY FTE:*	6.00

*part-time temporary hours converted to full time equivalents (FTE)



PROGRAM DESCRIPTION

Teen Services provides recreational, social and educational experiences for youth ages 11 to 18. The Division's programs offer positive alternatives for youth during the hours of 3:00 p.m. to 6:00 p.m. when youth are more vulnerable to crime. After school teen programs offered at all Danville middle schools provide a safe place to hang out, learn new skills, develop friendships and receive adult support. Programs are designed to promote youth development.

The Danville Youth Council fosters leadership development, planning and decision-making skills, responsibility and service to others.

GOALS

- ❖ Offer complimentary after school Teen Centers located at Charlotte Wood, Diablo Vista and Los Cerros Middle Schools that provide a fun, enriching and safe space for youth.
- ❖ Provide teens with activities and experiences for social, leadership and decision-making skill development, including classes, day camps, workshops, special events and excursions.
- ❖ Advise the Danville Youth Council, which teaches youth leadership and independence and develops teens into mentors for the younger generation.
- ❖ Hire teens and offer volunteer opportunities as a means to teach life skills, responsibility and leadership development.

HIGHLIGHTS

- ❖ In 2022/23, Teen Services:
 - Increased the number of participants at the Teen Centers.
 - Increased the number of participants for special events.
 - Created a manual for the Counselor-In-Training (CIT) program for both the CITs and staff.
 - Hosted Teen Nights at the local middle schools.
- ❖ In 2023/24, Teen Services will:
 - Continue to offer new and varied enrichment programs and special events for teens.
 - Focus on new programs that could be housed at the Teen Center facilities for teens.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 171,936	\$ 194,843	\$ 194,843	\$ 190,824
Temporary Salaries	\$ 69,097	\$ 126,500	\$ 126,500	\$ 119,500
Administration	\$ 2,597	\$ 5,290	\$ 5,290	\$ 5,710
Materials & Supplies	\$ 12,147	\$ 25,598	\$ 25,598	\$ 25,998
Contracted Services	\$ 55,438	\$ 41,730	\$ 41,730	\$ 49,637
Equipment	\$ 285.00	\$ 500	\$ 500	\$ 500
Program Activities	\$ 14,026	\$ 28,000	\$ 28,000	\$ 28,900
TOTAL	\$ 325,526	\$ 422,461	\$ 422,461	\$ 421,069

EXPENDITURE DETAIL

Temporary Salaries: \$119,500 for part-time temporary employees to assist with classes, programs, and activities.

Administration: \$5,210 for professional development, dues, and travel; and \$500 for advertising.

Materials and Supplies: \$13,698 for afterschool program and summer camp supplies; \$1,000 for teen snacks; and \$11,300 for application software and staff uniforms.

Contracted Services: \$28,637 for teen instructor fees; and \$21,000 for transportation for summer camps field trips.

Equipment: \$500 for replacement of chairs and tables at Teen Centers.

Program Activities: \$28,900 for admission/teen camp charges.

FUNDING

General Fund	\$ 194,613	\$ 291,229	\$ 291,229	\$ 242,487
Teen Services	\$ 130,913	\$ 131,232	\$ 131,232	\$ 178,582
TOTAL	\$ 325,526	\$ 422,461	\$ 422,461	\$ 421,069

PERSONNEL

REGULAR	FTE
Program Supervisor	0.50
Program Coordinator	<u>1.00</u>
TOTAL REGULAR FTE:	1.50
TEMPORARY FTE:*	5.00

*part-time temporary hours converted to full time equivalents (FTE)



PROGRAM DESCRIPTION

Adult Services provides year-round opportunities for adults to participate in recreational, social and educational activities, classes and programs. In addition, the program manages volunteer efforts Town-wide.

GOALS

- ❖ Offer quality enrichment and lifelong learning programs for the community's adults.
- ❖ Provide activities that offer opportunities for social, recreational and healthy experiences for adults including classes, workshops, special events and excursions.
- ❖ Foster opportunities for the community to give back through volunteering.

HIGHLIGHTS

- ❖ In 2022/23, Adult Services:
 - Provided opportunities for adults to volunteer and serve their community for modified special events and programs for youth, families, and seniors.
 - Provided online and in-person enrichment class opportunities including foreign language, dance and fitness.
 - Provided a new special event for families and their dogs, titled Howl-o-Ween.
- ❖ In 2023/24, Adult Services will:
 - Continue to expand and diversify enrichment class offerings to meet the needs of the adult community.
 - Work with the Community Outreach Team to promote adult offerings and increase participation through social media marketing.
 - Provide high-quality volunteer opportunity experiences for special events and regularly scheduled programs.
 - Begin implementation of programming strategies, informed by the Age Friendly Road Map to ensure Danville is friendly for all ages.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 61,953	\$ 70,905	\$ 70,905	\$ 76,676
Temporary Salaries	\$ 0	\$ 4,500.00	\$ 4,500.00	\$ 15,000
Administration	\$ 0	\$ 300	\$ 300	\$ 300
Materials & Supplies	\$ 1,670	\$ 8,700	\$ 8,700	\$ 9,800
Contracted Services	\$ 25,042	\$ 48,400	\$ 48,400	\$ 72,000
TOTAL	\$ 88,665	\$ 132,805	\$ 132,805	\$ 173,776

EXPENDITURE DETAIL

Temporary Salaries: \$15,000 for part-time temporary staff.

Administration: \$300 for training.

Materials and Supplies: \$7,000 for software maintenance; \$2,100 for volunteer recognition; and \$700 for marketing materials, uniforms and miscellaneous expenses.

Contracted Services: \$72,000 for instructor fees and new programs.

FUNDING

General Fund	\$ 24,650	\$ 31,972	\$ 31,972	\$ 53,776
Adult Services	\$ 64,015	\$ 100,833	\$ 100,833	\$ 120,000
TOTAL	\$ 88,665	\$ 132,805	\$ 132,805	\$ 173,776

PERSONNEL

REGULAR	FTE
Program Supervisor	<u>0.50</u>
TOTAL REGULAR FTE:	0.50
TEMPORARY FTE:*	0.50

*part-time temporary hours converted to full time equivalents (FTE)



PROGRAM DESCRIPTION

Senior Services provides year-round opportunities for participation in recreational, social and educational activities, classes, and programs. Over 5,000 active adults over the age of 55 participate in social, recreational and educational programs provided by the Town each year. Several low-cost and free programs and services are provided, including drop-in programs. Senior Services also provides staff support for the Senior Advisory Commission.

GOALS

- ❖ Provide activities that offer opportunities for social, recreational, fitness and healthy experiences for seniors including classes, workshops, community events and excursions.
- ❖ Offer affordable programs for seniors.
- ❖ Offer quality enrichment, lifelong learning programs and referral services for seniors in collaboration with nonprofit and private sector service providers.
- ❖ Promote senior programming through the quarterly Activity Guide that is mailed to all residents.

HIGHLIGHTS

- ❖ In 2022/23, Senior Services:
 - Provided a low-cost Friday Senior Lunch - Frozen Meal program in partnership with Contra Costa County's Café Costa.
 - Provided a wide array of online and in-person enrichment classes to seniors.
 - Offered in-person Buzz Sessions and special events including pop-up seasonal craft events, the Senior Variety show and day trips.
 - Offered a new five-week long Retirement Bootcamp for seniors.
- ❖ In 2023/24, Senior Services will:
 - Continue to offer affordable, diverse programming to meet the needs of the Danville Senior community.
 - Begin implementation of programming strategies, informed by the Age Friendly Road Map to ensure Danville is friendly for all ages.
 - Continue to partner with local businesses, studios and theaters to produce special event opportunities inside and outside of the Senior Center.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Employee Expenses	\$ 164,328	\$ 180,184	\$ 180,184	\$ 189,456
Temporary Salaries	\$ 34,714	\$ 49,000	\$ 49,000	\$ 49,000
Administration	\$ 2,236	\$ 2,411	\$ 2,411	\$ 4,121
Materials & Supplies	\$ 9,559	\$ 24,250	\$ 24,250	\$ 25,250
Contracted Services	\$ 37,767	\$ 78,753	\$ 80,786	\$ 105,404
Equipment	\$ 0	\$ 5,000	\$ 5,000	\$ 5,000
Program Activities	\$ 500	\$ 20,000	\$ 20,000	\$ 20,000
TOTAL	\$ 249,104	\$ 359,598	\$ 361,631	\$ 398,231

EXPENDITURE DETAIL

Temporary Salaries: \$49,000 for three part-time temporary employees.

Administration: \$4,121 for professional dues, travel, training, permits and conferences.

Materials and Supplies: \$4,000 for software maintenance; \$14,250 for event supplies and marketing materials for Lend a Hand Day, special events and trips; \$3,000 for senior sports; \$4,000 for additional programs.

Contracted Services: \$24,000 for transportation costs; \$2,500 for events; \$4,250 for bocce ball court preparation; and \$74,654 for instructor fees.

Equipment: \$5,000 for furniture replacement.

Program Activities: \$20,000 for admission charges associated with Senior Sneaker trips.

FUNDING

General Fund	\$ 164,874	\$ 229,998	\$ 232,031	\$ 245,907
Senior Services	\$ 84,230	\$ 129,600	\$ 129,600	\$ 152,324
TOTAL	\$ 249,104	\$ 359,598	\$ 361,631	\$ 398,231

PERSONNEL

REGULAR	FTE
Program Supervisor	0.50
Administrative Assistant	<u>1.00</u>
TOTAL REGULAR FTE:	1.50
TEMPORARY FTE:*	2.00

*part-time temporary hours converted to full time equivalents (FTE)





Successor Agency



PROGRAMS	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Successor Agency	\$ 1,176,375	\$ 1,174,714	\$ 1,175,020	\$ 1,181,625
TOTAL	\$ 1,176,375	\$ 1,172,250	\$ 1,172,250	\$ 1,181,625

FUNDING

Successor Agency RPTTF	\$ 1,176,375	\$ 1,172,250	\$ 1,172,250	\$ 1,181,625
TOTAL	\$ 1,176,375	\$ 1,172,250	\$ 1,172,250	\$ 1,181,625



The Danville Community Development (Redevelopment) Agency (CDA) was established in 1986, in accordance with state-enacted Redevelopment Law, and was responsible for carrying out the goals of the 1986 Redevelopment Plan. Implementation of those goals assisted private property owners and businesses, spurred private re-investment in the project area and reduced or eliminated blighted conditions that existed when the Agency was established.

In 2011, the State enacted ABx1 26, which eliminated redevelopment. Effective February 1, 2012, the CDA was dissolved and all assets were transferred to the Town, acting as the Successor Agency for the former CDA. The role of the Successor Agency is to wind down the affairs of the former CDA. This wind down process initially required the biannual preparation of a Recognized Obligation Payment Schedule (ROPS), listing all of the ongoing obligations of the former CDA. Each ROPS had to be submitted to, and approved by, the Successor Agency's Oversight Board, the County Auditor-Controller and the State Department of Finance. Approval of each ROPS allowed the Successor Agency to receive Redevelopment Property Tax Trust Fund (RPTTF) funds in an amount equal to the obligations contained on the approved ROPS. The law also required the Successor Agency to identify and dispose of all assets.

In April 2017, the State Department of Finance approved the Last and Final ROPS for the Successor Agency. This approval established the precise amount of each RPTTF payment due to the Successor Agency until all of its obligations are retired in 2035. The Successor Agency also completed disposition of all assets in 2017. Taken together, these steps eliminated the need for the Oversight Board and the preparation of any further ROPS.

HIGHLIGHTS

RPTTF revenues are projected to fully fund all 2023/24 Enforceable Obligations included on the Last and Final ROPs filed with the State. This includes:

- ❖ Debt service payments associated with the 2001 and 2005 Certificates of Participation (to be retired in 2026 and 2035).
- ❖ Debt service payments associated with the 2001 Taxable Revenue Bonds (to be retired in 2028).
- ❖ Repayment of the outstanding \$2.86 million debt to the Town under the 2011 Re-entered Cooperation Agreement between the former CDA and the Town (to be retired in 2026).
- ❖ Allowable administrative costs.



EXPENDITURES

Category	FY 21/22 Actual	FY 22/23 Adopted	FY 22/23 Adjusted	FY 23/24 Adopted
Administration	\$ 0	\$ 4,000	\$ 4,000	\$ 4,000
Contracted Services	\$ 25,563	\$ 19,900	\$ 19,900	\$ 19,900
Debt Service	\$ 1,150,812	\$ 1,148,350	\$ 1,148,350	\$ 1,157,725
TOTAL	\$ 1,176,375	\$ 1,172,250	\$ 1,172,250	\$ 1,181,625

FUNDING

Successor Agency RPTTF	\$ 1,176,375	\$ 1,172,250	\$ 1,172,250	\$ 1,181,625
TOTAL	\$ 1,176,375	\$ 1,172,250	\$ 1,172,250	\$ 1,181,625





Ten Year Projections



Ten Year Projections



The Town prepares ten-year forecasts to evaluate how future conditions could affect long term fiscal sustainability, and to identify if and when course corrections may be warranted. Future revenues and sources are subject to fluctuations in the economy, state actions or local changes; while changing priorities or demands can affect future service delivery and costs.

Forecasts continue to rely upon the current General Plan (which plans for only minimal future growth) as the development and economic impacts of the recently adopted 2023-30 Housing Element have yet to be quantified. The new Housing Element and state mandated growth will generate additional development driven revenue growth. Until a new Housing Element is certified by the State, the forecast assumes that future revenue growth will be largely driven by property valuation and locally taxable sales, coupled with the need to consider increasing certain revenues through legislative action, property owner or voter approval. Forecasts are largely based upon current revenues, taxes and assessments absent future increases, with the sole exception of the Solid Waste Vehicle Impact fee which can be increased through legislative action.

The forecast helps identify when specific measures may be required to increase revenues. Absent future increases or some other additional revenue sources, funding for capital projects may fall below what is needed to maintain Town facilities, meet residents' expectations, and avoid adversely impacting the General Fund or the need to reduce service levels.

Because the Town does not participate in CalPERS, in favor of a defined contribution pension plan for its employees, Danville is not faced with the unfunded pension and retirement medical liabilities that are of major concern to many public agencies throughout the state.

All revenues and expenditures presented in the ten-year forecasts are comparing 2023/24 (current year) with 2032/33, unless otherwise stated.

REVENUES

Total revenues, including General Fund, Special Revenue and Successor Agency, are forecast to increase by 9.28%, from \$42,505,962 to \$46,451,701. General Fund revenues are forecast to increase by 14.08%, from \$30,269,143 to \$34,531,923; Special Revenues are forecast to increase by 16.10% from \$9,955,194 to \$11,557,872 and Successor Agency Revenues are forecast to decline by 84.14% from \$2,281,850 to \$361,912, as outstanding debt obligations are defeased.

General Fund

Property Tax revenues are forecast to increase by 1.4% annually, from \$17,000,000 to \$19,437,630; *Property Transfer Tax* is similarly projected to increase by 1.4% annually, from \$452,000 to \$516,812.

Sales Tax revenues are forecast to increase by .9% annually, from \$6,500,000 to \$7,108,954.

Transient Occupancy Tax and Cable Franchise are forecast to increase 1.5% annually. *Fines and Forfeitures, and Rental Income* increase 1% annually. *Miscellaneous* revenues are forecast to increase 3% annually through 2033. *Solid Waste Franchise Fees* increase by 2.5% annually. *Gas*



and *Electric Franchise* increase by 2.0% annually, *Interest Income* are forecast to remain at 2023/24 levels over the course of the ten-year forecast. Business License Tax remain at the same level of 2023/24 over the course of the ten-year forecast. *Charges for Services* are forecast to increase 2% annually.

Under the Loan Agreement between the Town and the Successor Agency, the Town will be repaid a total of \$2.86 million between 2023 and 2026; an average of \$1.1 million per year through 2025, with a final payment of \$659,401 in 2026.

Special Revenue Funds

Except as noted, sufficient Special Revenue funds and fund balances are forecast to cover expenditures through 2032/33.

Planning and Building revenues increase by 1.88% while averaging \$2,331,215 annually. Gas Tax revenues increase by 2.49%, while averaging \$2,072,626 annually. Measure J revenues increase by 2.49% while averaging \$936,766 annually. Solid Waste Vehicle Impact Fees (VIF) increase by 3.05% from \$898,424 to \$1,172,240.

Engineering Revenues increase by 1.95% while averaging \$330,905 annually.

Clean Water Program - MRP 3.0 continues to increase costs for the Countywide group permit and local program activities. Assessment plus fund balance revenues should be sufficient to fund the program through 2032/33, at which point fund balance is depleted and increased revenues will be needed to continue the program.

Town-wide Lighting and Landscape Assessment District (LLAD) 1983-1 – LLAD revenues currently cover 60.68% of annual LLAD expenditures. By 2032/33, this drops to 57.79%, with expenditures exceeding annual assessment revenues in all four benefit zones. The 2023/24 General Fund subsidy of \$1.35 million, increases to \$1.40 million in 2024/25 and to 1.45 million 2025/26, increases to \$1.45 million by 2025/26, increases to \$1.5 million in 2026/27, increases to \$1.55 in 2027/28, increases to 1.6 million from 2029/30 through 2032/33, and is no longer sustainable. A rate increase (the first since 2003) will be necessary by 2026/27 in order to avoid significant service level reductions in Building, Park and Street Light maintenance.

EXPENDITURES

Forecasts maintain services at 2023/24 levels. Operating expenses are forecast to increase by 21.82% from \$37,628,851 to \$45,838,852 equivalent to 2.18% annually. Successor Agency expenditures cover the approved, outstanding debt of the Successor Agency including repayment of the outstanding Town/CDA loan, plus allowable administrative costs.

Expenses by department are forecast to increase by 19.85% for General Government, 33.86% for Police Services, 15.11% for Administrative Services, 16.42% for Development Services, 16.39% for Maintenance Services, 16.88% for Recreation Services. General Government, Administrative Services, Development Services, Maintenance Services and Recreation Services increase by an average of less than 2% annually, and Police Services averages 3.4% annually.



In the General Fund, personnel costs increase by 2.0% annually, contract police costs increase by 3.5% annually, and all other expenditures increase by 1-1.5% annually.

In the Special Revenue funds, personnel costs were increased 2.0% and all other costs were increased 1-1.5% annually.

TRANSFERS AND DESIGNATIONS

Annual General Fund transfers average \$300,000 for CIP Pavement Management, \$1,105,874 for CIP General Purpose, \$1,525,000 for LLAD operating, and \$50,000 for Asset Replacement. A one time transfer to The Operating Reserve is recommended in FY 23-14 for \$2,200,000 to cover 2022/23 disaster recovery costs. Fund transfers are significantly impacted by the Loan Agreement between the Town and the Successor Agency, with the Town to be repaid a total of \$2.86 million between 2024 and 2026. After 2026 this temporary revenue source will cease.

Funding for future Pavement Management will come from a combination of General Fund, Gas Tax, Measure J Return-to-Source and Solid Waste VIF funds, and will average \$2,615,000 annually. Asset Replacement revenues average \$90,000 annually, including \$30,000 from the General Fund, \$5,000 from the Building and Planning Fund, and \$55,000 from the PEG fund.

Future Challenges

Despite being on solid financial footing, the Town can expect to face economic and service delivery challenges over the next decade, related to a number of areas:

Capital Expenditures – The Town maintains over \$200 million in infrastructure, including streets, parks and buildings. Over the past fifteen years, the Town has expended an average of \$8.6 million annually for capital projects, inclusive of Pavement Management. While the Town has accumulated capital reserves, capital project funding is projected to decline, necessitating use of the accumulated reserves. As noted under “Transfers and Designations,” repayment of the outstanding loan balance to the Town by the Successor Agency will end in 2026, significantly reducing available capital revenues. During the second half of the upcoming decade, it will be necessary to identify and secure new or additional sources of revenue, in order to fund capital expenditures at current levels and meet community expectations.

Streets and Roads Maintenance - In order to maintain a PCI rating of 70-75, the Town should invest \$2.5-\$3 million annually in its Pavement Management Program. The ten year forecast shows that the Town will allocate an average of \$2.62 million annually, with an average of \$300,000 of that amount coming from the General Fund. However, upon repayment of the Loan Agreement between the Town and the Successor Agency in 2025/26, the General Fund will be unable to fund this program as much as in prior years, and funding will rely solely on Special revenues. As General Fund revenues available for this purpose decline, the Town will be unable to sustain funding Pavement Management at this level, absent new revenue sources.

Public Safety - Public safety is, and will remain, the Town’s highest priority. Police Services are delivered through a combination of contracted services through the Contra Costa County Sheriff’s



Office, Town staff, police reserves and volunteers, and strong community partnerships. This has served the Town well - staffing levels are among the lowest in the county, property crimes are low, and the Town continues to achieve the goal of maintaining a safe community. Police expenditures are expected to outpace overall revenue and expenditure growth over the next ten years. Lack of grant funding available to continue providing two School Resource Officers may necessitate eliminating these positions.

Maintenance Services – Maintenance responsibilities and costs will continue to increase as facilities age, and costs are expected to outpace overall Town expenses and revenue growth over the next ten years. Aggressive water conservation strategies, implementation of solar photovoltaic arrays at five different Town facilities and ongoing conversion of the vehicle fleet to hybrid and electric vehicles has slowed increases in water, electricity and fuel costs. Contract services costs will continue to increase with the cost of living and additional responsibilities associated with implementation of MRP 2.0.

Lighting and Landscape - Absent additional assessment revenues, increasing maintenance costs will require increased General Fund transfers as described above, to cover operating and capital costs, and maintain positive LLAD fund balances. A rate increase (the first since 2003) will be necessary by 2026/27 in order to avoid significant service level reductions in Building, Park and Street Light maintenance.

Clean Water Program - The Town continues to comply with the federally mandated Clean Water Act and requirements imposed by the State Regional Water Quality Control Board (RWQCB). Assessment plus fund balance revenues should be sufficient to fund the program through 2032/33, at which point fund balance is depleted and increased revenues will be needed to continue the program.

State Budget Impacts – The ten-year forecasts assume no new revenue losses to the State resulting from future legislative action.

SUMMARY

Despite modest future revenue growth, ten-year forecasts show that the Town is fiscally sound for the next several years. The Town's ability to receive re-payment of the outstanding loan by the former CDA is a significant fiscal consideration, contributing \$2.86 million (outstanding loan balance plus interest) in one-time revenue over the ten-year forecast. The 2017 passage of SB 1 has significantly helped the Town investment in street and road maintenance, and will be critical in future years as General Fund dollars available for capital purposes become scarce. Over the second five years of the forecast period, the Town will be required to identify and raise additional revenues or adjust (reduce) service levels in order to continue to fully fund Operating and Capital expenditures at 2023/24 levels.

The Town's overall financial picture is helped considerably by the lack of any unfunded pension and retirement medical liabilities that are of major concern to many public agencies throughout the state.



Fund Activity



	Ammended 2023	Adopted 2024	Forecast 2025	Forecast 2026
GENERAL FUND				
<u>BEGINNING FUND BALANCE</u>	0	0	0	0
Operating Revenues	28,665,329	30,269,143	30,795,114	31,237,226
Transfers In/Carry Forward				
Transfer In Loan Repayment	1,100,000	1,100,000	1,100,000	659,401
Encumbrances				
Transfer In Overhead	297,553	297,553	297,553	297,553
Less Operating Expenses	-25,336,288	-26,804,216	-27,360,050	-27,968,483
Less Transfers Out				
Transfer Out To LLAD	-1,300,000	-1,350,000	-1,400,000	-1,450,000
Transfer Out To CIP-Pavement	-900,000	-850,000	-850,000	-800,000
Transfer Out To CIP	-2,451,594	0	-2,532,617	-1,925,696
Transfer Out To Civic & Park Facilities	0	-412,480	0	0
Transfer Out To Operating Reserve	0	-2,200,000	0	0
Transfer Out To Asset Repl	-75,000	-50,000	-50,000	-50,000
Net Annual Change				
<u>ENDING FUND BALANCE</u>	0	0	0	0
<u>LESS DESIGNATIONS</u>				
Designated For Contingency	0	0	0	0
<u>ENDING FUND BALANCE</u>	0	0	0	0
PEG FEES				
<u>BEGINNING FUND BALANCE</u>	13,028	62,093	35,630	9,486
Operating Revenues	82,000	82,000	82,820	83,648
Less Operating Expenses	-32,935	-33,463	-33,965	-34,474
Less Transfers Out				
Transfer Out To Asset Repl	0	-75,000	-75,000	-75,000
Transfer For Capital Projects	0	0	0	0
Net Annual Change	49,065	-26,463	-26,145	-25,826
<u>ENDING FUND BALANCE</u>	62,093	35,630	9,486	-16,341
POLICE - SLESF				
<u>BEGINNING FUND BALANCE</u>	336,420	336,377	336,330	332,781
Operating Revenues	100,000	100,000	100,000	100,000
Less Operating Expenses	-100,043	-100,047	-103,549	-107,173
Less Transfers Out				
Net Annual Change	-43	-47	-3,549	-7,173
<u>ENDING FUND BALANCE</u>	336,377	336,330	332,781	325,609
POLICE - ABANDONED VEHICLE & AS				
<u>BEGINNING FUND BALANCE</u>	272,287	257,313	242,321	227,320
Operating Revenues	25,246	25,246	25,246	25,246
Less Operating Expenses	-40,220	-40,238	-40,246	-40,255
Less Transfers Out				
Transfer Out To Asset Repl	0	0	0	0
Net Annual Change	-14,974	-14,992	-15,000	-15,009
<u>ENDING FUND BALANCE</u>	257,313	242,321	227,320	212,311



Forecast 2027	Forecast 2028	Forecast 2029	Forecast 2030	Forecast 2031	Forecast 2032	Forecast 2033
0	0	0	0	0	0	0
31,686,241	32,142,279	32,605,456	33,075,885	33,553,691	34,038,995	34,531,923
0	0	0	0	0	0	0
297,553	297,553	297,553	297,553	297,553	297,553	297,553
-28,668,543	-29,319,559	-30,069,796	-30,758,020	-31,550,891	-32,277,867	-33,119,851
-1,500,000	-1,550,000	-1,600,000	-1,600,000	-1,600,000	-1,600,000	-1,600,000
-500,000	0	0	0	0	0	0
-1,265,251	-1,520,274	-1,183,213	-965,418	-650,353	-408,681	-59,624
0	0	0	0	0	0	0
0	0	0	0	0	0	0
-50,000	-50,000	-50,000	-50,000	-50,000	-50,000	-50,000
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
-16,341	-41,848	-67,034	-41,901	-66,446	-40,670	-14,571
84,485	85,330	86,183	87,045	87,915	88,794	89,682
-34,992	-35,516	-36,049	-36,590	-37,139	-37,696	-38,261
-75,000	-75,000	-25,000	-75,000	-25,000	-25,000	-25,000
0	0	0	0	0	0	0
-25,507	-25,187	25,134	-24,545	25,776	26,098	26,421
-41,848	-67,034	-41,901	-66,446	-40,670	-14,571	11,850
325,609	314,685	299,878	281,054	258,071	230,783	199,040
100,000	100,000	100,000	100,000	100,000	100,000	100,000
-110,924	-114,806	-118,824	-122,983	-127,288	-131,743	-136,354
-10,924	-14,806	-18,824	-22,983	-27,288	-31,743	-36,354
314,685	299,878	281,054	258,071	230,783	199,040	162,686
212,311	197,294	182,266	167,230	152,183	137,126	122,059
25,246	25,246	25,246	25,246	25,246	25,246	25,246
-40,264	-40,273	-40,283	-40,293	-40,303	-40,313	-40,324
0	0	0	0	0	0	0
-15,018	-15,027	-15,037	-15,047	-15,057	-15,067	-15,078
197,294	182,266	167,230	152,183	137,126	122,059	106,981



Fund Activity



	Ammended 2023	Adopted 2024	Forecast 2025	Forecast 2026
BUILDING & PLANNING				
BEGINNING FUND BALANCE	4,477,390	4,130,266	3,742,136	3,360,741
Operating Revenues *	2,153,200	2,139,950	2,185,247	2,205,519
Less Operating Expenses *	-2,403,306	-2,430,122	-2,517,723	-2,565,224
Less Transfers Out				
Transfer Out To Asset Repl	-50,000	-50,000	0	0
Transfer For Capital Projects	0	0	0	0
Net Annual Change	-300,106	-340,172	-332,477	-359,705
Less Reserved-Restricted SB 1379	-47,018	-47,958	-48,918	-49,896
ENDING FUND BALANCE	4,130,266	3,742,136	3,360,741	2,951,141
ENGINEERING				
BEGINNING FUND BALANCE	2,430,531	2,272,038	2,141,807	2,004,105
Operating Revenues	302,205	302,205	308,249	314,414
Less Operating Expenses	-460,698	-432,436	-445,951	-457,172
Less Transfers Out				
Net Annual Change	-158,493	-130,231	-137,702	-142,758
ENDING FUND BALANCE	2,272,038	2,141,807	2,004,105	1,861,348
GAS TAX				
BEGINNING FUND BALANCE	2,530,700	2,244,760	1,925,311	1,626,673
Operating Revenues	1,800,000	1,850,000	1,896,250	1,943,656
Less Operating Expenses	-1,305,940	-1,389,449	-1,414,888	-1,440,801
Less Transfers Out				
Transfer Out To Pavement	-750,000	-750,000	-750,000	-750,000
Transfer For Capital Projects	-30,000	-30,000	-30,000	-30,000
Net Annual Change	-285,940	-319,449	-298,638	-277,145
ENDING FUND BALANCE	2,244,760	1,925,311	1,626,673	1,349,528
MEASURE J				
BEGINNING FUND BALANCE	1,181,589	1,029,281	932,617	799,841
Operating Revenues	771,781	836,146	857,050	878,476
Less Operating Expenses	-293,656	-301,168	-306,951	-312,847
Less Transfers Out				
Transfer Out To Pavement	-500,000	-500,000	-550,000	-550,000
Transfer For Capital Projects	-70,000	-70,000	-70,000	-70,000
Net Annual Change	-91,875	-35,022	-69,902	-54,371
Less Reserved-Restricted MJ 28c	-60,433	-61,642	-62,874	-64,132
ENDING FUND BALANCE	1,029,281	932,617	799,841	681,338



Forecast 2027	Forecast 2028	Forecast 2029	Forecast 2030	Forecast 2031	Forecast 2032	Forecast 2033
2,951,141	2,538,789	2,123,644	1,705,667	1,284,818	861,057	429,568
2,252,163	2,299,698	2,348,143	2,397,516	2,447,836	2,494,344	2,541,737
-2,613,621	-2,662,931	-2,713,170	-2,764,356	-2,816,508	-2,869,643	-2,922,613
0	0	0	0	0	0	0
0	0	0	0	0	0	0
-361,458	-363,233	-365,027	-366,840	-368,672	-375,298	-380,876
-50,894	-51,912	-52,950	-54,009	-55,089	-56,191	-57,315
2,538,789	2,123,644	1,705,667	1,284,818	861,057	429,568	-8,623
1,861,348	1,713,374	1,560,021	1,401,115	1,236,485	1,065,951	889,327
320,702	327,115	333,658	340,331	347,138	354,080	361,161
-468,676	-480,469	-492,564	-504,961	-517,673	-530,704	-540,333
-147,973	-153,353	-158,906	-164,630	-170,534	-176,624	-179,172
1,713,374	1,560,021	1,401,115	1,236,485	1,065,951	889,327	710,156
1,349,528	1,094,578	842,548	614,181	410,244	231,524	78,833
1,992,248	2,042,054	2,093,105	2,145,433	2,199,069	2,254,045	2,310,396
-1,467,197	-1,494,084	-1,521,472	-1,549,370	-1,577,789	-1,606,737	-1,636,225
-750,000	-750,000	-750,000	-750,000	-750,000	-750,000	-700,000
-30,000	-50,000	-50,000	-50,000	-50,000	-50,000	-50,000
-254,949	-252,030	-228,367	-203,937	-178,720	-152,691	-75,828
1,094,578	842,548	614,181	410,244	231,524	78,833	3,004
681,338	577,505	458,749	355,487	268,149	197,174	143,017
900,438	922,949	946,022	969,673	993,915	1,018,763	1,044,232
-318,856	-324,982	-331,227	-337,593	-344,082	-350,697	-357,441
-550,000	-550,000	-550,000	-550,000	-550,000	-550,000	-550,000
-70,000	-100,000	-100,000	-100,000	-100,000	-100,000	-100,000
-38,418	-52,033	-35,205	-17,920	-167	18,065	36,791
-65,415	-66,723	-68,057	-69,419	-70,807	-72,223	-73,667
577,505	458,749	355,487	268,149	197,174	143,017	106,140

Fund Activity



	Ammended 2023	Adopted 2024	Forecast 2025	Forecast 2026
CLEAN WATER				
<u>BEGINNING FUND BALANCE</u>	2,187,177	2,077,582	1,920,328	1,756,704
Operating Revenues	572,700	572,700	578,332	584,020
Less Operating Expenses	-677,295	-724,954	-736,956	-749,160
Less Transfers Out				
Transfer For Capital Projects	-5,000	-5,000	-5,000	-5,000
Net Annual Change	-109,595	-157,254	-163,624	-170,140
<u>ENDING FUND BALANCE</u>	2,077,582	1,920,328	1,756,704	1,586,563

LLAD - ZONE A				
<u>BEGINNING FUND BALANCE</u>	1,036,640	825,495	631,223	420,390
Operating Revenues	583,858	583,858	586,771	589,699
Transfers In/Carry Forward				
Transfer In From Asset Repl.	0	0	0	0
General Fund Subsidy	350,000	400,000	400,000	450,000
Less Operating Expenses	-1,090,561	-1,123,688	-1,143,163	-1,162,982
Less Transfers Out				
Transfer Overhead To Gen Fund	-54,442	-54,442	-54,442	-54,442
Net Annual Change	-211,145	-194,272	-210,833	-177,725
<u>ENDING FUND BALANCE</u>	825,495	631,223	420,390	242,665

LLAD - ZONE B				
<u>BEGINNING FUND BALANCE</u>	849,401	741,209	583,202	460,841
Operating Revenues	746,968	746,968	750,686	754,424
Transfers In/Carry Forward				
Transfer In From Asset Repl.	0	0	0	0
General Fund Subsidy	250,000	250,000	300,000	300,000
Less Operating Expenses	-1,034,442	-1,084,257	-1,102,329	-1,120,709
Less Transfers Out				
Transfer For Capital Projects	0	0	0	0
Transfer Overhead To Gen Fund	-70,718	-70,718	-70,718	-70,718
Net Annual Change	-108,192	-158,007	-122,361	-137,003
<u>ENDING FUND BALANCE</u>	741,209	583,202	460,841	323,838

LLAD - ZONE C				
<u>BEGINNING FUND BALANCE</u>	984,633	812,030	732,751	643,849
Operating Revenues	664,183	664,183	667,491	670,816
Transfers In/Carry Forward				
General Fund Subsidy	0	100,000	100,000	100,000
Less Operating Expenses	-788,355	-795,031	-807,962	-821,106
Less Transfers Out				
Transfer For Capital Projects	0	0	0	0
Transfer Overhead To Gen Fund	-48,431	-48,431	-48,431	-48,431
Net Annual Change	-172,603	-79,279	-88,902	-98,722
<u>ENDING FUND BALANCE</u>	812,030	732,751	643,849	545,128



Forecast 2027	Forecast 2028	Forecast 2029	Forecast 2030	Forecast 2031	Forecast 2032	Forecast 2033
1,586,563	1,409,758	1,226,135	1,035,539	837,811	632,792	420,315
589,764	595,567	601,427	607,346	613,324	619,362	625,460
-761,570	-774,190	-787,023	-800,073	-813,344	-826,839	-840,562
-5,000	-5,000	-5,000	-5,000	-5,000	-5,000	-5,000
-176,806	-183,623	-190,596	-197,727	-205,020	-212,477	-220,102
1,409,758	1,226,135	1,035,539	837,811	632,792	420,315	200,213
242,665	47,712	-114,810	-245,251	-393,965	-561,316	-747,670
592,642	595,599	598,571	601,558	604,560	607,577	610,609
0	0	0	0	0	0	0
450,000	500,000	550,000	550,000	550,000	550,000	550,000
-1,183,152	-1,203,679	-1,224,570	-1,245,831	-1,267,468	-1,289,489	-1,311,900
-54,442	-54,442	-54,442	-54,442	-54,442	-54,442	-54,442
-194,952	-162,522	-130,441	-148,715	-167,350	-186,354	-205,734
47,712	-114,810	-245,251	-393,965	-561,316	-747,670	-953,404
323,838	221,898	4,722	-227,994	-476,561	-741,294	-1,022,515
758,179	761,954	765,747	769,560	773,391	777,242	781,111
0	0	0	0	0	0	0
350,000	250,000	250,000	250,000	250,000	250,000	250,000
-1,139,401	-1,158,411	-1,177,745	-1,197,408	-1,217,406	-1,237,744	-1,258,430
0	0	0	0	0	0	0
-70,718	-70,718	-70,718	-70,718	-70,718	-70,718	-70,728
-101,940	-217,176	-232,716	-248,567	-264,733	-281,221	-298,046
221,898	4,722	-227,994	-476,561	-741,294	-1,022,515	-1,320,561
545,128	436,385	317,416	188,014	47,965	-102,946	-264,938
674,157	677,515	680,890	684,281	687,690	691,115	694,558
100,000	100,000	100,000	100,000	100,000	100,000	100,000
-834,469	-848,052	-861,861	-875,899	-890,169	-904,677	-919,424
0	0	0	0	0	0	0
-48,431	-48,431	-48,431	-48,431	-48,431	-48,431	-48,431
-108,743	-118,969	-129,403	-140,049	-150,911	-161,992	-173,297
436,385	317,416	188,014	47,965	-102,946	-264,938	-438,235



Fund Activity



	Ammended 2023	Adopted 2024	Forecast 2025	Forecast 2026
LLAD - ZONE D				
<u>BEGINNING FUND BALANCE</u>	1,088,875	1,032,622	785,777	512,717
Operating Revenues	1,134,741	1,134,741	1,139,960	1,145,206
Transfers In/Carry Forward				
General Fund Subsidy	700,000	600,000	600,000	600,000
Less Operating Expenses	-1,772,546	-1,863,138	-1,894,572	-1,926,547
Less Transfers Out				
Transfer Overhead To Gen Fund	-118,448	-118,448	-118,448	-118,448
Net Annual Change	-56,253	-246,845	-273,060	-299,789
<u>ENDING FUND BALANCE</u>	1,032,622	785,777	512,717	212,928
SOLID WASTE VIF				
<u>BEGINNING FUND BALANCE</u>	267,291	289,548	287,972	313,349
Operating Revenues	872,257	898,424	925,376	953,138
Less Operating Expenses	0	0	0	0
Less Transfers Out				
Transfer Out To Pavement	-850,000	-900,000	-900,000	-950,000
Net Annual Change	22,257	-1,576	25,376	3,138
<u>ENDING FUND BALANCE</u>	289,548	287,972	313,349	316,486
DONATIONS/CONTRIBUTIONS				
<u>BEGINNING FUND BALANCE</u>	70,388	69,347	68,284	67,134
Operating Revenues	4,734	4,734	4,734	4,734
Less Operating Expenses	-5,775	-5,797	-5,884	-5,972
Less Transfers Out				
Net Annual Change	-1,041	-1,063	-1,150	-1,238
<u>ENDING FUND BALANCE</u>	69,347	68,284	67,134	65,896
ASSET REPLACEMENT - GENERAL				
<u>BEGINNING FUND BALANCE</u>	3,335,455	3,177,710	3,055,728	2,879,150
Operating Revenues	9,387	9,387	9,387	9,387
Transfers In/Carry Forward				
Transfer In From General Fund	75,000	50,000	50,000	50,000
Transfer In From Building & Planning	50,000	50,000	0	0
Transfer In From PEG Fee	0	75,000	75,000	75,000
Transfer In From Abandoned Vehicle	0	0	0	0
Less Operating Expenses	-292,132	-306,369	-310,965	-315,629
Less Transfers Out				
Transfer For Capital Projects	0	0	0	0
Net Annual Change	-157,745	-121,982	-176,578	-181,242
<u>ENDING FUND BALANCE</u>	3,177,710	3,055,728	2,879,150	2,697,908



Forecast 2027	Forecast 2028	Forecast 2029	Forecast 2030	Forecast 2031	Forecast 2032	Forecast 2033
212,928	-114,116	-368,948	-652,112	-964,163	-1,305,663	-1,677,187
1,150,478	1,155,776	1,161,100	1,166,451	1,171,829	1,177,234	1,182,666
600,000	700,000	700,000	700,000	700,000	700,000	700,000
-1,959,073	-1,992,160	-2,025,817	-2,060,054	-2,094,882	-2,130,310	-2,166,350
-118,448	-118,448	-118,448	-118,448	-118,448	-118,448	-118,448
-327,044	-254,832	-283,164	-312,050	-341,500	-371,524	-402,132
-114,116	-368,948	-652,112	-964,163	-1,305,663	-1,677,187	-2,079,319
316,486	298,217	259,401	250,921	223,687	228,636	266,734
981,732	1,011,184	1,041,520	1,072,766	1,104,949	1,138,097	1,172,240
0	0	0	0	0	0	0
-1,000,000	-1,050,000	-1,050,000	-1,100,000	-1,100,000	-1,100,000	-1,100,000
-18,268	-38,816	-8,480	-27,234	4,949	38,097	72,240
298,217	259,401	250,921	223,687	228,636	266,734	338,974
65,896	64,568	63,149	61,638	60,034	58,334	56,538
4,734	4,734	4,734	4,734	4,734	4,734	4,734
-6,062	-6,153	-6,245	-6,339	-6,434	-6,530	-6,628
-1,328	-1,419	-1,511	-1,605	-1,700	-1,796	-1,894
64,568	63,149	61,638	60,034	58,334	56,538	54,643
2,697,908	2,511,932	2,321,150	2,075,491	1,824,880	1,519,245	1,208,510
9,387	9,387	9,387	9,387	9,387	9,387	9,387
50,000	50,000	50,000	0	0	0	0
0	0	0	0	0	0	0
75,000	75,000	25,000	75,000	25,000	25,000	25,000
0	0	0	0	0	0	0
-320,363	-325,169	-330,046	-334,997	-340,022	-345,122	-350,299
0	0	0	0	0	0	0
-185,976	-190,782	-245,659	-250,610	-305,635	-310,735	-315,912
2,511,932	2,321,150	2,075,491	1,824,880	1,519,245	1,208,510	892,598

Fund Activity



	Ammended 2023	Adopted 2024	Forecast 2025	Forecast 2026
ASSET REPLACEMENT - LIB/CC				
<u>BEGINNING FUND BALANCE</u>	553,371	526,929	456,080	429,534
Operating Revenues	4,652	4,652	4,652	4,652
Less Operating Expenses	-1,094	-45,501	-1,198	-1,216
Less Transfers Out				
Transfer For Capital Projects	-30,000	-30,000	-30,000	-30,000
Net Annual Change	-26,442	-70,849	-26,546	-26,564
<u>ENDING FUND BALANCE</u>	526,929	456,080	429,534	402,971

AMERICAN RESCUE PLAN ACT				
<u>BEGINNING FUND BALANCE</u>	0	0	0	0
Operating Revenues	5,323,869	0	0	0
Less Operating Expenses	0	0	0	0
Less Transfers Out				
Transfer For Capital Projects	-5,323,869	0	0	0
Net Annual Change	0	0	0	0
<u>ENDING FUND BALANCE</u>	0	0	0	0

SUCCESSOR AGENCY RPTTF				
<u>BEGINNING FUND BALANCE</u>	0	0	0	0
Operating Revenues	2,272,250	2,281,625	2,272,850	1,830,677
Additional Loan received	0	0	0	0
Less Operating Expenses	-1,172,250	-1,181,625	-1,172,850	-1,171,276
Less Transfers Out				
Transfer Loan Repayment	-1,100,000	-1,100,000	-1,100,000	-659,401
Net Annual Change	0	0	0	0
<u>ENDING FUND BALANCE</u>	0	0	0	0



Forecast 2027	Forecast 2028	Forecast 2029	Forecast 2030	Forecast 2031	Forecast 2032	Forecast 2033
402,971	376,389	349,788	323,169	296,531	269,873	243,196
4,652	4,652	4,652	4,652	4,652	4,652	4,652
-1,234	-1,252	-1,271	-1,290	-1,310	-1,329	-1,349
-30,000	-30,000	-30,000	-30,000	-30,000	-30,000	-30,000
-26,582	-26,600	-26,619	-26,638	-26,658	-26,677	-26,697
376,389	349,788	323,169	296,531	269,873	243,196	216,499
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
1,166,282	719,289	720,369	362,350	359,862	364,484	361,912
0	0	0	0	0	0	0
-1,166,282	-719,289	-720,369	-362,350	-359,862	-364,484	-361,912
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0



Ammended Adopted Forecast Forecast
2023 2024 2025 2026

GENERAL PURPOSE REVENUE

GENERAL FUND

Property Tax	16,200,000	17,000,000	17,255,000	17,513,825
Transfer Tax	650,000	452,000	458,780	465,662
Sales Tax	6,000,000	6,500,000	6,565,000	6,630,650
Transient Occupancy Tax	125,000	140,000	142,100	144,232
Charges for Services	45,349	67,553	68,904	70,282
Business License Tax	350,000	350,000	350,000	350,000
Franchise Cable	800,000	800,000	812,000	824,180
Franchise Gas & Electric	575,000	575,000	586,500	598,230
Franchise Solid Waste	863,788	863,788	885,383	907,517
Intergovernmental	1,010	1,010	1,020	1,030
Vehicle License Fees	32,180	50,000	50,500	51,005
Fines & Forfeits	150,000	150,000	151,500	153,015
Interest Income	500,000	500,000	500,000	500,000
Rental Income	178,521	178,521	180,306	182,109
Misc. Revenue	160,414	155,780	160,453	165,267
Total	26,631,262	27,783,652	28,167,446	28,557,004

RECREATION FEES & CHARGES

Charges For Services	1,587,841	1,974,015	2,100,181	2,142,185
Sports Alliance Fees	124,943	124,943	107,487	109,637
Facility Rentals	306,783	381,783	417,450	425,799
Misc. Revenue	14,500	4,750	1,020	1,040
Donation	0	0	1,530	1,561
Total	2,034,067	2,485,491	2,627,668	2,680,221

GENERAL PURPOSE SUBTOTAL	28,665,329	30,269,143	30,795,114	31,237,226
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SPECIAL PURPOSE REVENUE

PEG FEES

Franchise Cable	82,000	82,000	82,820	83,648
Interest Income	0	0	0	0
Total	82,000	82,000	82,820	83,648

POLICE - SLESF

Intergovernmental	100,000	100,000	100,000	100,000
Total	100,000	100,000	100,000	100,000



Forecast 2027	Forecast 2028	Forecast 2029	Forecast 2030	Forecast 2031	Forecast 2032	Forecast 2033
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17,776,532	18,043,180	18,313,828	18,588,535	18,867,364	19,150,374	19,437,630
472,647	479,736	486,932	494,236	501,650	509,175	516,812
6,696,957	6,763,926	6,831,565	6,899,881	6,968,880	7,038,569	7,108,954
146,395	148,591	150,820	153,082	155,378	157,709	160,075
71,688	73,122	74,584	76,076	77,597	79,149	80,732
350,000	350,000	350,000	350,000	350,000	350,000	350,000
836,543	849,091	861,827	874,755	887,876	901,194	914,712
610,195	622,398	634,846	647,543	660,494	673,704	687,178
930,205	953,460	977,297	1,001,729	1,026,772	1,052,442	1,078,753
1,041	1,051	1,062	1,072	1,083	1,094	1,105
51,515	52,030	52,551	53,076	53,607	54,143	54,684
154,545	156,091	157,652	159,228	160,820	162,429	164,053
500,000	500,000	500,000	500,000	500,000	500,000	500,000
183,930	185,770	187,627	189,504	191,399	193,313	195,246
170,225	175,332	180,592	186,009	191,590	197,337	203,258
28,952,417	29,353,778	29,761,183	30,174,727	30,594,510	31,020,630	31,453,191

2,185,028	2,228,729	2,273,303	2,318,770	2,365,145	2,412,448	2,460,697
111,829	114,066	116,347	118,674	121,048	123,469	125,938
434,315	443,001	451,861	460,899	470,117	479,519	489,109
1,061	1,082	1,104	1,126	1,149	1,172	1,195
1,592	1,624	1,656	1,689	1,723	1,757	1,793
2,733,826	2,788,502	2,844,272	2,901,158	2,959,181	3,018,365	3,078,732

31,686,243	32,142,280	32,605,455	33,075,885	33,553,691	34,038,995	34,531,923
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84,485	85,330	86,183	87,045	87,915	88,794	89,682
0	0	0	0	0	0	0
84,485	85,330	86,183	87,045	87,915	88,794	89,682

100,000	100,000	100,000	100,000	100,000	100,000	100,000
100,000						





	Ammended 2023	Adopted 2024	Forecast 2025	Forecast 2026
POLICE - ABANDONED VEH & AS				
Intergovernmental	24,000	24,000	24,000	24,000
Interest Income	1,246	1,246	1,246	1,246
Total	25,246	25,246	25,246	25,246
BUILDING & PLANNING				
Charges For Services-Planning	226,000	389,750	393,648	401,520
Charges For Services-Building	1,927,000	1,750,000	1,791,397	1,803,793
Others	200	200	202	206
Total *	2,153,200	2,139,950	2,185,247	2,205,519
ENGINEERING				
Charges For Services-Engineering	301,705	301,705	307,739	313,894
Development Fees	500	500	510	520
Total	302,205	302,205	308,249	314,414
GAS TAX				
Gas Tax	1,785,172	1,835,172	1,881,051	1,928,078
Interest Income	14,828	14,828	15,199	15,579
Total	1,800,000	1,850,000	1,896,250	1,943,656
MEASURE J				
Intergovernmental	761,642	826,007	846,657	867,824
Interest Income	10,139	10,139	10,392	10,652
Total	771,781	836,146	857,050	878,476
CLEAN WATER				
Assessments	562,154	562,154	567,776	573,453
Charges For Services	1,010	1,010	1,020	1,030
Interest Income	9,536	9,536	9,536	9,536
Total	572,700	572,700	578,332	584,020
LLAD - ZONE A				
Assessments	582,667	582,667	585,580	588,508
Interest Income	1,191	1,191	1,191	1,191
Total	583,858	583,858	586,771	589,699



Forecast 2027	Forecast 2028	Forecast 2029	Forecast 2030	Forecast 2031	Forecast 2032	Forecast 2033
24,000	24,000	24,000	24,000	24,000	24,000	24,000
1,246	1,246	1,246	1,246	1,246	1,246	1,246
25,246						
405,536	409,591	413,687	417,824	422,002	430,020	438,190
1,846,419	1,889,897	1,934,244	1,979,478	2,025,617	2,064,104	2,103,322
208	210	212	214	217	221	225
2,252,163	2,299,698	2,348,143	2,397,516	2,447,836	2,494,344	2,541,737
320,172	326,575	333,107	339,769	346,564	353,495	360,565
531	540	551	562	574	585	595
320,702	327,115	333,658	340,331	347,138	354,080	361,161
1,976,280	2,025,687	2,076,329	2,128,237	2,181,443	2,235,979	2,291,878
15,968	16,367	16,777	17,196	17,626	18,066	18,518
1,992,248	2,042,054	2,093,105	2,145,433	2,199,069	2,254,045	2,310,396
889,519	911,757	934,551	957,915	981,863	1,006,409	1,031,570
10,919	11,192	11,471	11,758	12,052	12,353	12,662
900,438	922,949	946,022	969,673	993,915	1,018,763	1,044,232
579,188	584,980	590,830	596,738	602,705	608,732	614,820
1,041	1,051	1,062	1,072	1,083	1,094	1,105
9,536	9,536	9,536	9,536	9,536	9,536	9,536
589,764	595,567	601,427	607,346	613,324	619,362	625,460
591,451	594,408	597,380	600,367	603,369	606,386	609,418
1,191	1,191	1,191	1,191	1,191	1,191	1,191
592,642	595,599	598,571	601,558	604,560	607,577	610,609

Revenue



	Ammended 2023	Adopted 2024	Forecast 2025	Forecast 2026
LLAD - ZONE B				
Assessments	743,692	743,692	747,410	751,148
Interest Income	3,276	3,276	3,276	3,276
Total	746,968	746,968	750,686	754,424
LLAD - ZONE C				
Assessments	661,614	661,614	664,922	668,247
Interest Income	2,569	2,569	2,569	2,569
Total	664,183	664,183	667,491	670,816
LLAD - ZONE D				
Assessments	1,043,880	1,043,880	1,049,099	1,054,345
Interest Income	1,963	1,963	1,963	1,963
Misc. Revenue	88,898	88,898	88,898	88,898
Total	1,134,741	1,134,741	1,139,960	1,145,206
SOLID WASTE VIF				
Franchise Solid Waste	872,257	898,424	925,376	953,138
Interest Income	0	0	0	0
Total	872,257	898,424	925,376	953,138
DONATIONS/CONTRIBUTIONS				
Interest Income	974	974	974	974
Donation	3,760	3,760	3,760	3,760
Total	4,734	4,734	4,734	4,734
ASSET REPLACEMENT - GENERAL				
Interest Income	9,387	9,387	9,387	9,387
Total	9,387	9,387	9,387	9,387
ASSET REPLACEMENT - LIB/CC				
Interest Income	4,652	4,652	4,652	4,652
Total	4,652	4,652	4,652	4,652
SPECIAL PURPOSE SUBTOTAL	9,827,912	9,955,194	10,122,252	10,267,034
TOTAL OPERATING REVENUE	38,493,241	40,224,337	40,917,366	41,504,260
AMERICAN RESCUE PLAN ACT				
Grant	5,323,869	0	0	0
Total	5,323,869	0	0	0
TOTAL ALL OPERATING REVENUE	43,817,110	40,224,337	40,917,366	41,504,260



Forecast 2027	Forecast 2028	Forecast 2029	Forecast 2030	Forecast 2031	Forecast 2032	Forecast 2033
754,903	758,678	762,471	766,284	770,115	773,966	777,835
3,276	3,276	3,276	3,276	3,276	3,276	3,276
758,179	761,954	765,747	769,560	773,391	777,242	781,111
671,588	674,946	678,321	681,712	685,121	688,546	691,989
2,569	2,569	2,569	2,569	2,569	2,569	2,569
674,157	677,515	680,890	684,281	687,690	691,115	694,558
1,059,617	1,064,915	1,070,239	1,075,590	1,080,968	1,086,373	1,091,805
1,963	1,963	1,963	1,963	1,963	1,963	1,963
88,898	88,898	88,898	88,898	88,898	88,898	88,898
1,150,478	1,155,776	1,161,100	1,166,451	1,171,829	1,177,234	1,182,666
981,732	1,011,184	1,041,520	1,072,766	1,104,949	1,138,097	1,172,240
0	0	0	0	0	0	0
981,732	1,011,184	1,041,520	1,072,766	1,104,949	1,138,097	1,172,240
974	974	974	974	974	974	974
3,760	3,760	3,760	3,760	3,760	3,760	3,760
4,734						
9,387	9,387	9,387	9,387	9,387	9,387	9,387
9,387						
4,652	4,652	4,652	4,652	4,652	4,652	4,652
4,652						
10,441,006	10,618,759	10,800,386	10,985,979	11,175,634	11,364,673	11,557,872
42,127,249	42,761,039	43,405,841	44,061,863	44,729,325	45,403,668	46,089,795
0	0	0	0	0	0	0
0						
42,127,249	42,761,039	43,405,841	44,061,863	44,729,325	45,403,668	46,089,795



Revenue



	Ammended 2023	Adopted 2024	Forecast 2025	Forecast 2026
SUCCESSOR AGENCY				
Property Tax - RPTTF	1,148,350	1,157,725	1,148,950	1,147,376
Other charges	23,900	23,900	23,900	23,900
Cooperative Loan Repayment	1,100,000	1,100,000	1,100,000	659,401
Total	2,272,250	2,281,625	2,272,850	1,830,677
SUCCESSOR AGENCY TOTAL	2,272,250	2,281,625	2,272,850	1,830,677
TOTAL - ALL REVENUE	46,089,360	42,505,962	43,190,216	43,334,937



Forecast 2027	Forecast 2028	Forecast 2029	Forecast 2030	Forecast 2031	Forecast 2032	Forecast 2033
1,142,382	695,389	696,469	338,450	335,962	340,584	338,012
23,900	23,900	23,900	23,900	23,900	23,900	23,900
0	0	0	0	0	0	0
1,166,282	719,289	720,369	362,350	359,862	364,484	361,912
1,166,282	719,289	720,369	362,350	359,862	364,484	361,912
43,293,531	43,480,328	44,126,210	44,424,213	45,089,187	45,768,152	46,451,707

Expenditure



	Ammended 2023	Adopted 2024	Forecast 2025	Forecast 2026
GENERAL GOVERNMENT				
Town Council	233,846	254,151	256,497	258,879
Town Manager	775,871	845,683	862,543	879,740
City Attorney	429,750	458,257	467,086	476,086
City Clerk	360,932	315,931	382,482	349,422
Economic Development	450,513	468,501	477,114	485,887
Community Outreach	261,684	401,021	408,571	416,266
Community Events	257,748	338,585	344,098	349,703
Total	2,770,344	3,082,129	3,198,392	3,215,983
POLICE SERVICES				
Police Services Management	1,738,492	1,845,765	1,902,907	1,961,949
Patrol	6,278,863	6,303,841	6,521,385	6,746,498
Traffic	1,353,314	1,313,741	1,356,983	1,401,701
Investigation	1,006,615	1,051,156	1,080,096	1,109,958
Emergency Preparedness	135,378	137,189	139,772	142,404
School Resource Program	651,432	671,927	693,694	716,189
Total	11,164,094	11,323,619	11,694,838	12,078,699
ADMINISTRATIVE SERVICES				
Administrative Services Management	208,132	364,110	371,374	378,782
Finance	956,443	835,546	850,746	866,227
Information Technology	790,332	879,639	896,066	909,254
Human Resources	489,706	471,708	480,343	486,708
Risk Management	779,200	1,185,152	1,202,929	1,220,973
Animal Control	349,930	394,936	400,860	406,873
Library Services	172,620	224,525	182,907	185,651
Internal Services	275,012	292,012	296,392	300,838
Asset Replacement	289,126	303,126	307,673	312,288
Total	4,310,501	4,950,754	4,989,291	5,067,595
DEVELOPMENT SERVICES				
Development Services Management	701,058	772,133	787,379	803,077
Planning	798,646	754,718	769,345	784,257
Building	1,478,001	1,486,804	1,414,003	1,440,208
Code Enforcement	114,329	136,350	139,044	141,791
Engineering	367,698	388,760	396,110	403,600
Capital Project Management	948,533	1,013,152	1,033,347	1,053,945
Transportation	553,668	605,078	616,715	628,577
Clean Water Program	218,000	218,000	221,270	224,589
Total	5,179,933	5,374,995	5,377,212	5,480,045



Forecast 2027	Forecast 2028	Forecast 2029	Forecast 2030	Forecast 2031	Forecast 2032	Forecast 2033
261,296	263,749	266,239	268,767	271,332	273,936	276,579
897,280	915,170	933,417	952,028	971,010	990,371	1,010,119
485,262	494,615	504,151	513,871	523,781	533,884	544,183
395,450	363,057	411,318	377,235	427,837	391,976	445,033
494,825	503,929	513,204	522,652	532,277	542,082	552,070
424,107	432,097	440,240	448,539	456,995	465,614	474,396
355,400	361,193	367,081	373,067	379,152	385,338	391,627
3,313,620	3,333,811	3,435,650	3,456,158	3,562,384	3,583,201	3,694,008
2,022,955	2,085,993	2,151,132	2,218,443	2,288,001	2,359,883	2,434,166
6,979,442	7,220,491	7,469,928	7,728,047	7,995,150	8,271,551	8,557,574
1,447,946	1,495,770	1,545,227	1,596,375	1,649,271	1,703,977	1,760,554
1,140,773	1,172,571	1,205,387	1,239,254	1,274,208	1,310,285	1,347,523
145,086	147,820	150,606	153,444	156,337	159,286	162,290
739,436	763,463	788,295	813,960	840,486	867,903	896,241
12,475,638	12,886,108	13,310,575	13,749,524	14,203,454	14,672,883	15,158,348
386,282	393,932	401,791	409,808	417,984	426,324	434,831
881,995	898,055	914,412	931,072	948,041	965,325	982,929
926,256	943,580	960,967	978,950	997,275	1,015,947	1,034,974
495,631	504,721	513,980	523,412	533,020	542,807	552,777
1,239,288	1,257,877	1,276,745	1,295,896	1,315,335	1,335,065	1,355,091
412,976	419,171	425,458	431,840	438,318	444,892	451,566
188,434	191,262	194,131	197,042	199,996	202,995	206,039
305,351	309,931	314,580	319,299	324,088	328,949	333,884
316,972	321,727	326,553	331,451	336,423	341,469	346,591
5,153,186	5,240,255	5,328,618	5,418,771	5,510,481	5,603,775	5,698,681
819,089	835,420	852,076	869,066	886,394	904,068	922,095
799,460	814,960	830,763	846,874	863,300	880,047	897,121
1,466,907	1,494,107	1,521,820	1,550,054	1,578,820	1,608,128	1,637,987
144,594	147,452	150,367	153,339	156,371	159,463	162,616
411,234	419,013	426,942	435,023	443,258	451,651	460,204
1,074,955	1,096,383	1,118,239	1,140,530	1,163,267	1,186,457	1,210,110
640,670	652,998	665,564	678,375	691,434	704,747	718,318
227,958	231,377	234,848	238,371	241,946	245,575	249,259
5,584,866	5,691,709	5,800,618	5,911,632	6,024,790	6,140,136	6,257,711



Expenditure



	Ammended 2023	Adopted 2024	Forecast 2025	Forecast 2026
MAINTENANCE SERVICES				
Maintenance Services Management	408,809	450,516	459,264	468,184
Building Maintenance	959,670	980,145	996,630	1,013,399
Park Maintenance	2,587,841	2,748,022	2,794,433	2,841,644
Roadside Maintenance	2,123,757	2,206,601	2,244,128	2,282,307
Street Maintenance	1,030,951	1,110,058	1,129,955	1,150,216
Street Light Maintenance	787,430	794,034	806,950	820,079
Traffic Signal Maintenance	233,500	234,000	237,510	241,073
Equipment Maintenance	384,500	393,900	399,809	405,806
Total	8,516,458	8,917,276	9,068,679	9,222,707
RECREATION, ARTS & COMMUNITY SERVICES				
Recreation Management	429,873	389,231	396,490	403,885
Sports & Fitness	716,325	704,441	715,920	727,589
Facilities Management	556,440	580,947	592,001	603,267
Cultural Arts	692,642	764,591	778,004	791,658
Youth	516,116	547,792	556,870	566,101
Teens	422,461	421,069	428,339	435,737
Adults	132,805	173,776	176,766	179,809
Seniors	359,598	398,231	405,152	412,195
Total	3,826,260	3,980,078	4,049,542	4,120,242
TOTAL OPERATING EXPENDITURES	35,767,590	37,628,851	38,377,953	39,185,270
SUCCESSOR AGENCY				
Successor Agency	1,172,250	1,181,625	1,172,850	1,171,276
Total	1,172,250	1,181,625	1,172,850	1,171,276
TOTAL - ALL EXPENDITURES	36,939,840	38,810,476	39,550,803	40,356,546



Forecast 2027	Forecast 2028	Forecast 2029	Forecast 2030	Forecast 2031	Forecast 2032	Forecast 2033
477,277	486,549	496,002	505,640	515,466	525,485	535,699
1,030,455	1,047,804	1,065,451	1,083,402	1,101,661	1,120,235	1,139,127
2,889,669	2,938,523	2,988,219	3,038,774	3,090,201	3,142,516	3,195,736
2,321,148	2,360,664	2,400,867	2,441,769	2,483,382	2,525,719	2,568,793
1,170,847	1,191,855	1,213,247	1,235,030	1,257,212	1,279,799	1,302,800
833,426	846,994	860,787	874,809	889,063	903,553	918,284
244,689	248,359	252,084	255,866	259,704	263,599	267,553
411,893	418,071	424,342	430,707	437,168	443,725	450,381
9,379,404	9,538,820	9,701,001	9,865,997	10,033,857	10,204,632	10,378,375
411,421	419,099	426,923	434,895	443,017	451,294	459,727
739,452	751,512	763,772	776,236	788,907	801,789	814,885
614,750	626,454	638,384	650,543	662,936	675,567	688,442
805,556	819,703	834,103	848,762	863,683	878,872	894,333
575,489	585,035	594,742	604,614	614,653	624,862	635,244
443,266	450,928	458,724	466,659	474,733	482,950	491,312
182,905	186,055	189,261	192,523	195,843	199,221	202,658
419,364	426,659	434,085	441,642	449,333	457,161	465,129
4,192,203	4,265,446	4,339,995	4,415,873	4,493,105	4,571,716	4,651,730
40,098,916	40,956,149	41,916,456	42,817,954	43,828,071	44,776,343	45,838,852
1,166,282	719,289	720,369	362,350	359,862	364,484	361,912
1,166,282	719,289	720,369	362,350	359,862	364,484	361,912
41,265,198	41,675,438	42,636,825	43,180,304	44,187,933	45,140,827	46,200,764

Expenditure



	Ammended 2023	Adopted 2024	Forecast 2025	Forecast 2026
APPROPRIATION BY FUND				
General Fund	25,336,288	26,804,216	27,360,050	27,968,483
PEG Fees	32,935	33,463	33,965	34,474
Police - SLESF	100,043	100,047	103,549	107,173
Police - Abandoned Vehicle & AS	40,232	40,251	40,260	40,269
Building & Planning	2,403,306	2,430,122	2,517,723	2,565,224
Engineering	460,698	432,436	445,951	457,172
Child Care Impact Fee	207	223	226	230
Gas Tax	1,305,940	1,389,449	1,414,888	1,440,801
Measure J	293,656	301,168	306,951	312,847
Clean Water	677,295	724,954	736,956	749,160
L L A D - Zone A	1,090,561	1,123,688	1,143,163	1,162,982
L L A D - Zone B	1,034,442	1,084,257	1,102,329	1,120,709
L L A D - Zone C	788,355	795,031	807,962	821,106
L L A D - Zone D	1,772,546	1,863,138	1,894,572	1,926,547
Solid Waste VIF	0	0	0	0
Donations/Contributions	5,775	5,797	5,884	5,972
Asset Replacement - General	292,132	306,369	310,965	315,629
Asset Replacement - Lib/CC	1,094	45,501	1,198	1,216
American Rescue Plan Act	0	0	0	0
Civic Facilities	4,985	5,377	5,458	5,540
Park Facilities	4,914	5,300	5,380	5,460
Capital Improvement	103,697	118,050	120,211	123,658
Park Dedication Impact Fee	1,776	1,915	1,944	1,973
C T I P	781	857	870	883
R T I P	282	309	314	318
Tassajara Area Transportation	300	330	335	340
Old Town Parking In Lieu	512	563	571	580
NERIAD Assessment District	1,368	1,504	1,527	1,549
Misc Development Fees	232	255	259	263
SVAD Benefit District	40	44	45	45
Tri-Valley Trans & Dev - Res	84	92	93	95
Tri-Valley Trans & Dev - Com	86	94	95	97
SCC Regional	7,619	8,381	8,507	8,634
SCC Sub Regional	2,190	2,409	2,445	2,482
Dougherty Valley Fee	419	461	468	475
Low Moderate Income Housing	2,800	2,800	2,842	2,885
Successor Agency FPTTF	1,172,250	1,181,625	1,172,850	1,171,276
TOTALS	36,939,840	38,810,476	39,550,803	40,356,546

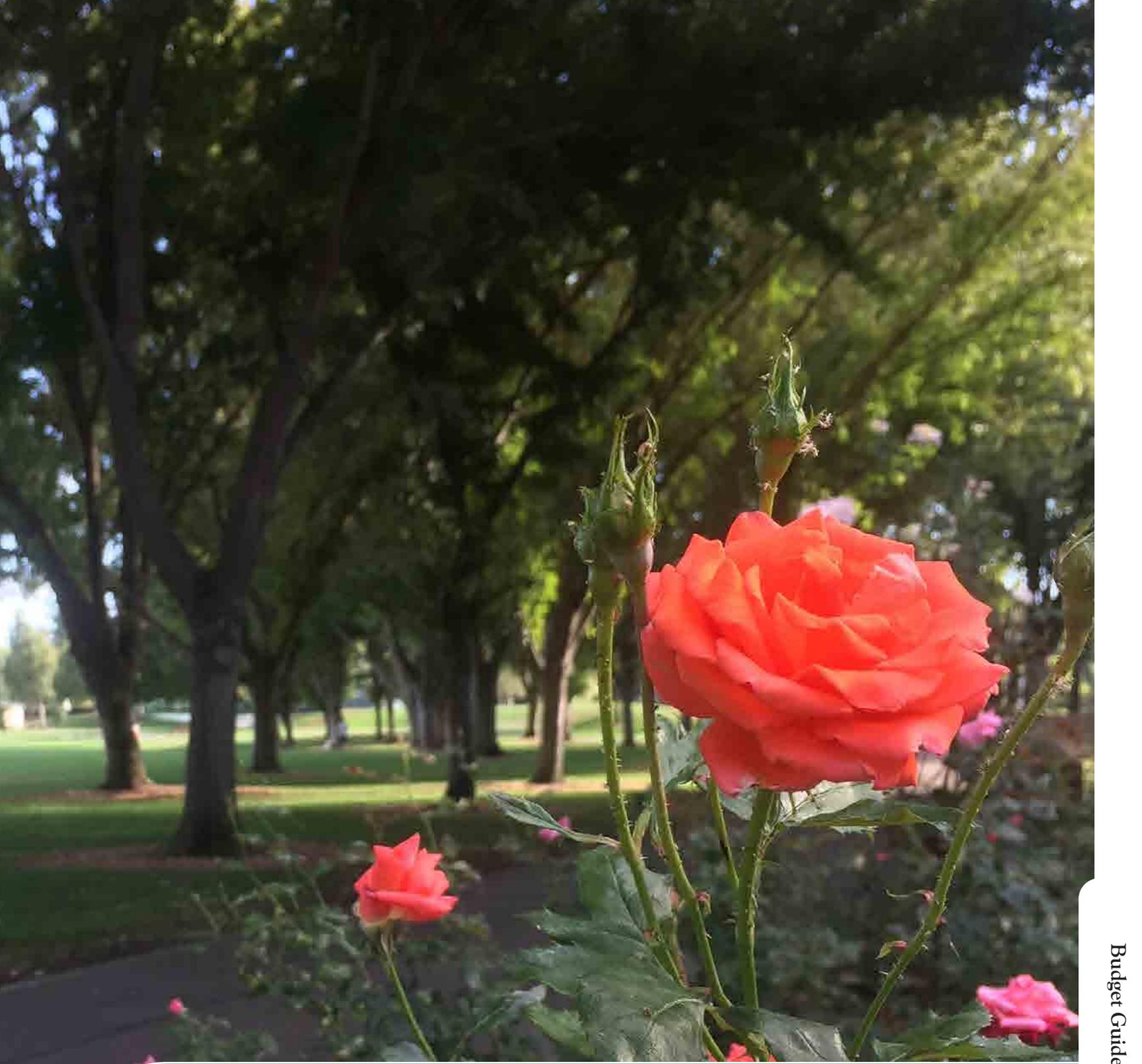




Forecast 2027	Forecast 2028	Forecast 2029	Forecast 2030	Forecast 2031	Forecast 2032	Forecast 2033
28,668,543	29,319,559	30,069,796	30,758,020	31,550,891	32,277,867	33,119,851
34,992	35,516	36,049	36,590	37,139	37,696	38,261
110,924	114,806	118,824	122,983	127,288	131,743	136,354
40,278	40,288	40,298	40,309	40,319	40,331	40,342
2,613,621	2,662,931	2,713,170	2,764,356	2,816,508	2,869,643	2,922,613
468,676	480,469	492,564	504,961	517,673	530,704	540,333
233	237	240	244	247	251	255
1,467,197	1,494,084	1,521,472	1,549,370	1,577,789	1,606,737	1,636,225
318,856	324,982	331,227	337,593	344,082	350,697	357,441
761,570	774,190	787,023	800,073	813,344	826,839	840,562
1,183,152	1,203,679	1,224,570	1,245,831	1,267,468	1,289,489	1,311,900
1,139,401	1,158,411	1,177,745	1,197,408	1,217,406	1,237,744	1,258,430
834,469	848,052	861,861	875,899	890,169	904,677	919,424
1,959,073	1,992,160	2,025,817	2,060,054	2,094,882	2,130,310	2,166,350
0	0	0	0	0	0	0
6,062	6,153	6,245	6,339	6,434	6,530	6,628
320,363	325,169	330,046	334,997	340,022	345,122	350,299
1,234	1,252	1,271	1,290	1,310	1,329	1,349
0	0	0	0	0	0	0
5,623	5,707	5,793	5,879	5,968	6,057	6,148
5,542	5,625	5,710	5,795	5,882	5,970	6,060
138,180	141,634	145,175	148,079	151,040	154,061	157,142
2,002	2,033	2,063	2,094	2,125	2,157	2,190
896	910	923	937	951	965	980
323	328	333	338	343	348	353
345	350	356	361	366	372	377
589	598	607	616	625	634	644
1,573	1,596	1,620	1,645	1,669	1,694	1,720
267	271	275	279	283	287	292
46	47	47	48	49	50	50
96	98	99	101	102	104	105
98	100	101	103	104	106	107
8,764	8,895	9,029	9,164	9,302	9,441	9,583
2,519	2,557	2,595	2,634	2,674	2,714	2,754
482	489	497	504	512	519	527
2,928	2,972	3,016	3,062	3,108	3,154	3,201
1,166,282	719,289	720,369	362,350	359,862	364,484	361,912
41,265,198	41,675,438	42,636,826	43,180,303	44,187,933	45,140,827	46,200,764







Budget Guide



ASSUMPTIONS RELATING TO TEN YEAR REVENUE

Assessed Value:	Actual as reported by the County for 2022/23 for the Town increased 1.5% in FY 2023/24 and increased by 1.5% annually thereafter.
Property Tax:	Property Tax includes the Motor Vehicle License Fee Swap (MVLFF) from the State. Based upon actual receipts through March 2023 plus estimated payments due through June 30, 2023, projections were increased by 4.9% from FY 22/23 budget in FY 23/24 and increased an average of 1.50% annually thereafter.
Property Tax Rate:	Used property tax rate of 7.6%.
Prop. Transfer Tax:	Based upon actual receipts through March 2023 plus estimated payments due through June 30, 2023, projections for FY 23/24 were decreased by 3.0% from FY 2022/23 and increased by an average of 1.5% annually thereafter.
Sales Tax:	Based upon actual receipts through March 2023 plus estimated payments due through June 30, 2023; FY 2023/24 budget projections were increased by 8.3% and increased an average of 1.0% annually thereafter.
Transient Occupancy Tax:	Based upon actual receipts through March 2023 plus estimated payments due through June 30, 2023, projections decreased by 12% from in FY 2022/23 and increase average of 1.5% annually thereafter.
Cable Franchise:	Based upon actual receipts through March 2023 plus estimated payments due through June 30, 2023, budget projections remained the same in FY 2023/24 and increase average of 1.5% annually thereafter.
Gas & Electric Franchise:	Based upon actual receipts from FY 22/23 plus estimated payments due through June 30, 2023, budget projections remained the same as FY 2022/23 and increased 2% annually thereafter.
Solid Waste Franchise:	Based upon actual receipts from FY 2022/23 plus estimated payments due through June 30, 2023, budget projections remained the same as FY 2022/23, and increase by 2.5% annually thereafter.
Motor Vehicle In Lieu:	Based upon actual receipts through March 2023 plus estimated payments due through June 30, 2023, budget projections increased by 5.5% in FY 2023/24 and increase average of 1.0% annually thereafter.
Interest Income:	Based upon actual receipts through March 2023 plus estimated payments due through June 30, 2023; projections remained the same as FY 2022/23. Future year projections were held flat annually thereafter.
Rental Income:	Rental income estimated at \$178,521 same as FY 2022/23, based upon leases associated with the Sycamore Day School and various cellular sites; budget projections were increased by 1.0% annually thereafter.
Recreation Fees & Charges:	Based upon actual receipts through March 2023 plus estimated payments due through June 30, 2023, projections were increased by



	22.2% in FY 2023/24, increased by 6% in 24/25, and increased 2% annually thereafter.
Business Licenses:	Based upon actual receipts through March 2023 plus estimated payments due through June 30, 2023, projections remained the same as FY 2022/23, and future year projections were held flat annually thereafter.
Fines and Forfeitures:	Based upon actual receipts through March 2023 plus estimated payments due through June 30, 2023, projections remain the same in FY 2023/24, and increase 1.0% annually thereafter.
PEG (Public, Educational & Government) Fee:	Set at \$0.60 per subscriber, this fee remains the same in FY 2023/24 and increased by 1% annually thereafter.
Fines / Abandoned Vehicles:	Based upon population.
Asset Seizure:	Based upon average historic receipts.
Police Services:	Based upon actual receipts through March 2023 plus estimated payments due through June 30, 2023, as well as assessments on Alamo Springs homes which began in FY 2011.
Building/Planning:	Based upon actual receipts through March 2023 plus estimated payments due through June 30, 2023. FYs 2023/24 through FY 2032/33 are projected based upon projected building activity.
Engineering:	Based upon actual receipts through March 2022 plus estimated receipts through June 30, 2022. FYs 2022/23 through FY 2031/32 are projected based upon projected development activity.
Gas Tax:	Based upon actual receipts through March 2023 plus estimated payments due through June 30, 2023. Amounts for FY 2023/24 are estimated based on the source from the State Controllers projections, budget projections were increased 2.8% in FY 2023/24, increased 8% in FY 2023/24, and increased annually on an average of 2.5% thereafter.
Measure J:	Based upon actual receipts plus estimated amounts due through June 30, 2023, from Contra Costa Transportation Authority (CCTA), projections were increased by 8.5% for FY 2023/24, and increased average of 2.5% annually thereafter.
Clean Water (SPCP):	Based upon actual receipts through March 2023 plus estimated payments due through June 30, 2023, projections are held flat in FY 2023/24 and 1% annually thereafter.
LLAD:	Based upon actual receipts through April 2023, projections are held flat for Zone A, B, C and D for FY 2023/24 and increased by .5% annually to reflect addition of new properties.
Successor Agency RPTTF:	Passage of ABx1 26 resulted in the dissolution of the CDA. Future revenues will match debt service through 2027.



GENERAL FUND

The General Fund is the general operating fund of the Town. It is used to account for all financial resources except those required to be accounted for in another fund. The major revenue sources for this Fund are property taxes, sales taxes, franchise fees, unrestricted revenues from the State, fines and forfeitures and interest income. Expenditures are made for all operating departments, designations, and capital appropriations.

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are restricted by law to expenditures for specific purposes. Major Special Revenue funds for the Town include:

- ❖ **Lighting and Landscape Assessment District (LLAD) (Zones A - D)** - Assessments paid by property owners who receive street lighting services, and by all residents for landscape and park maintenance services, are received into this Fund. The assessments are used to pay for the energy cost of the street lighting system, as well as community roadside, median and park landscape expenditures.
- ❖ **Building/Planning Fund** - This Fund receives building inspection, plan review and planning fees collected during the building permit process.
- ❖ **PEG Fund** - Contract negotiations with the Town's cable service providers include a \$0.60 per subscriber PEG fee for Public, Government and Educational programming. These fees are restricted to capital expenditures for the provision of these programming services.
- ❖ **Police Special Revenue Funds: SLESF, Abandoned Vehicle and Asset Seizure** - The Supplemental Law Enforcement Services Fund (SLESF) is established by Government Code Sections 30061-30065. The Abandoned Vehicle and Asset Seizure Funds are established by the State and distributed to participating agencies. The Canine Fund was established to account for the donations received by the Town for the funding of the police canine program and has been combined with the Donations Fund starting in FY 2008-09. These funds are restricted to the provision or enhancement of police services.
- ❖ **Engineering Fund** - This Fund receives engineering and subdivision development fees collected during the building permit process.
- ❖ **Gas Tax Fund** - This Fund is used to account for the portion of the taxes paid on the purchase of gasoline which the Town receives and are restricted to street and related improvements and maintenance costs. This includes funds received from SB1-The Road Repair and Accountability Act of 2017.
- ❖ **Clean Water (formerly known as SPCP or NPDES)** - This Fund is used to account for assessments paid by property owners for administration, inspection and maintenance of the storm drain system and for street sweeping.



- ❖ **Measure J Return To Source** - In 1988, Contra Costa voters approved a one-half cent sales tax for transportation purposes. Eighteen percent of the funds collected throughout the County are distributed back to each local jurisdiction on the basis of population and road miles. The Town utilizes a portion of these funds for pavement management and transportation planning. Receipt of these funds is tied to compliance with the Town's General Plan Growth Management Element. In 2004 voters approved Measure J which continues the one-half cent sales tax for an additional 25 years.
- ❖ **Solid Waste Vehicle Impact Fee** – This fund receives impact fees collected through the solid waste franchise to partially offset the impacts associated with solid waste, recycling and yard waste refuse vehicles using Town streets.
- ❖ **Donations/Contributions** - This Fund receives miscellaneous donations for various programs in the Town.

CAPITAL PROJECTS FUNDS

Capital Projects Funds are used to account for the financial resources to be used for the acquisition and construction of major capital facilities.

- ❖ **Capital Improvement Program General Purpose Revenue Fund** - This Fund receives appropriations from the General Fund, based upon the policy discretion of the Town Council, and is used to fund any high priority capital project.
- ❖ **Civic Facilities Capital Projects Fund** - This Fund receives appropriations from the General Fund, based upon the policy discretion of the Town Council, and is used to fund new civic facilities such as the Danville Library, Community Center, Village Theatre improvements and the Veterans' Memorial Hall.
- ❖ **Development Impact Fees** - Fees and charges collected through AB 1600 to mitigate impacts associated with new development. Examples include SCC Regional and Sub-Regional fees, Park in-lieu fees, Child Care fees, Transportation Impact Fees, Commercial Transportation Impact Fees and Downtown Parking in-lieu fees. All development impact fees are collected and tracked in their own respective segregated accounts.
- ❖ **Park Capital Projects Fund** - Park in-lieu fees paid by new development and outside grants for park development are deposited into this Fund for park capital improvements.
- ❖ **Asset Replacement Funds - General** - Contributions are made into this Fund from the General Fund and selected Special Revenue funds for the eventual replacement and refurbishment of vehicles, technology infrastructure, heavy equipment, and office equipment.
- ❖ **Asset Replacement Fund - Library/Community Center** - Contributions are made into this Fund from the General Fund for the eventual replacement and refurbishment of the Library/Community Center and related assets.



- ❖ **Special Assessment District Capital Projects Funds** - During the period from 1985 to 1990, the Sycamore Valley Assessment District (SVAD), Tassajara Ranch Assessment District (TRAD) and the Northeast Roadway Improvement Assessment District (NERIAD) were formed within the Town of Danville to construct improvements in these areas. These three capital projects funds are used to account for the funds allocated for capital improvements of the assessment districts. Construction is complete in the SVAD and TRAD, with the remaining funds being used for ongoing capital improvements and maintenance. Certain capital projects have yet to be completed in NERIAD.

DEBT SERVICE FUNDS

Debt Service Funds are used to account for financial resources to be used for, and the payment of, principal and interest on general long-term debt.

- ❖ **Former Community Development Debt Service/Successor Agency Fund** – In 2011, the former Community Development Agency was dissolved, and the Successor Agency was created. Future revenues to the Successor Agency are limited to the amounts that are on the approved biannual Recognized Obligation Payment Schedule submitted to and approved by the California Department of Finance. These funds will continue to pay for outstanding debt obligations associated with the 2001 and 2005 COPs, the 2001 TRBs and the 2011 Re-entered Cooperation Agreement.

TRUST AND AGENCY FUNDS

Trust and Agency Funds are used to account for assets held by the Town in a trustee or agent capacity for individuals, private organizations, other governments and/or other funds. The monies deposited into these funds are not available for municipal use.

- ❖ **Employee Deferred Compensation Plan** - This Fund is used to account for assets held for employees in accordance with Internal Revenue Code Section 457. This program allows employees to defer a portion of their salary until future years. The deferred compensation plan is voluntary, and the proceeds are not available to employees until termination, retirement, death or unforeseeable emergency. This Plan is administered by Lincoln National Life Insurance Company and is self-directed by each employee.
- ❖ **Employee Defined Contribution Pension Plan** - This Fund is used to account for assets held for employees in accordance with Internal Revenue Code Section 401(a). The pension plan, which is entirely employer funded, covers all eligible employees. This Plan is administered by Lincoln National Life Insurance Company and is self-directed by each employee.
- ❖ **Deposits Fund** - This Fund is composed of money temporarily deposited with the Town. Examples of deposits include cash improvement bonds posted by developers, performance bonds posted by contractors, and rental deposits.



TAXES

Property Tax - A tax based on the assessed value of real and personal property. Danville receives about 7.6% of the 1% real property tax, which homeowners pay. The 1% property tax limit is set by Proposition 13. Since FY 2004-05, the State enacted revenue swap for 67% of the Motor Vehicle License Fees is considered property tax.

Redevelopment Property Tax Trust Fund (RPTTF) – RPTTF revenues are received by the Successor Agency in amounts that meet annual debt obligations plus administrative costs as approved by the State.

Property Transfer Tax - A tax imposed upon the transfer of real property, charged at a rate of \$0.55 per \$1,000 of property value.

Homeowner Tax Relief - The State grants homeowners up to a \$7,000 exemption against the assessed valuation when computing the real property tax if the owner occupies the dwelling. The State then reimburses cities and other local governments for their tax loss.

Sales and Use Tax - A tax levied on goods and services at the point of sale. Sales tax in Danville is 8.25%, of which one percent (1%) is returned to Danville.

Transient Occupancy Tax (TOT) - A tax levied on hotel room rental income, to compensate local governments for additional services to tourists. Danville's TOT is charged at a rate of 6.5%.

Franchise Tax on Utilities - A tax levied on gross receipts generated by PG&E and TV cable companies doing business in Danville for their use of Town's streets (right-of-way). The tax is 1% on PG&E and 5% on cable companies. Telephone companies are exempt by state law.

Franchise Fee on Solid Waste - A fee levied on gross receipts generated by solid waste disposal companies doing business in Danville for their use of the Town's streets, currently set at 10% of the gross receipts.

Motor Vehicle In-Lieu Fee (MVLf) – The Town portion of the total motor vehicle license fees collected throughout the State are distributed to cities on the basis of population. During FY 2004/05 the State permanently reduced the MVLf by 67%, and swapped the portion of revenues due to local agencies for property tax. As of FY 2011/12, "VLF in Excess" fees, allocated under R&T 11005(b), are allocated to local government by the State. All other VLF fees were traded for Gas Tax.

Gas Tax - Each city and county in California receives a portion of the gasoline tax collected throughout the State, based upon a complex formula using population and street miles.

Business License Tax - An annual tax imposed on businesses operating within Danville, generating gross receipts of \$10,000 or more per year. The fee is generally \$100, plus \$10 per full time employee.



FEES AND CHARGES

Development Impact Fees - Fees imposed upon builders/developers under AB 1600, for the privilege of developing a parcel of land and thus realizing a profit. These fees are generally collected during the building permit process and are used to defray the cost of operating the Town's development services functions, as well as improve the Town's infrastructure that will be used by new and current residents. The Fee Schedule that sets the rates is reviewed annually by the Town Council. Development impact fees include fees for development planning, development engineering, building permit processing, building plan checking, park dedication, child care, and storm water pollution control.

Recreation Rentals - Charges for the rental of Town-owned facilities, such as the Town Meeting Hall, the Village Theatre, park facilities, sports fields and tennis courts. These rates are set by the Town Council and are reviewed regularly.

Recreation Program Fees - Fees charged to participants of recreation and enrichment programs to fund the cost of the program. These include fees for youth, cultural, and senior service programs. These rates are set by the Town Council and are reviewed regularly.

Solid Waste Vehicle Impact Fees – An impact fee levied on the solid waste and recycling franchisee to partially offset the impacts generated by solid waste, recycling and yard waste refuse vehicles using Town streets.

Parking and Traffic Fines – The Town portion of fines collected for moving and parking violations under the California Vehicle Code and the Danville Municipal Code.

Other Fines - Include DUI, abandoned vehicle and asset seizure fines. Danville uses Contra Costa County as the collection agent. The County retains an administrative fee and remits the balance to Danville.

Other Service Charges - Fees charged for miscellaneous services such as police services and financial documents. These rates are set by the Town Council and are reviewed regularly.

MISCELLANEOUS REVENUES

Grants - Federal or state government funds distributed for specific purposes, most typically on a reimbursement or competitive basis. Examples include FEMA (disasters), ISTEAs (roads), and Measure J (transportation).

Interest Income - Income earned on invested cash. Danville is limited in the types of securities which it may invest in, regulated primarily by state law and local policy.

Rental Income - Rent on property other than those used for recreational purposes. Examples include revenue from cellular leases and rental of real property for commercial use.

Contributions - Contributions from individuals or businesses, generally for a specific purpose.



ASSESSMENT DISTRICTS

Lighting and Landscaping Assessment District - An assessment levied on homeowners to be used only for operation, maintenance and improvements to the Town's street lighting and roadside and park landscaping. The assessment varies, depending upon the benefit received, and is collected on the property tax roll. Assessment rates are approved by the property owners through a balloting procedure specified by Proposition 218, and are levied annually by the Town Council.

Stormwater Pollution Control Program Assessment - An assessment levied on homeowners to be used only for operation, maintenance and improvements of the Town's Stormwater Pollution Control Program. The assessment is collected on the property tax roll. These rates are set by the Town Council and are reviewed annually.



Appropriation - An authorization by the Town Council to make expenditures and incur obligations for a specific purpose. An appropriation is usually limited in amount as to the time it may be expended.

Assessed Valuation - A dollar value placed on real estate or other property by Contra Costa County as a basis for levying property taxes.

Assessment Bonds - Debt issued by an Assessment District to finance local infrastructure improvements. Property owners are assessed for the benefit to their properties and make periodic installment payments to pay the debt service on these bonds.

Assessment District - A group of property owners organized to finance the construction of infrastructure such as water, sewer or street improvements, or maintenance of local improvements such as landscaping, community facilities and street lighting. Typically, assessment bonds are sold to finance the capital costs of infrastructure construction projects. Annual assessments on the property owners are used to pay debt service on assessment bonds, or maintenance costs for operating expenditures.

Asset - Resources owned or held by a government, which have monetary value.

Asset Replacement - A budget category which budgets all equipment having a unit cost of more than \$5,000 and an estimated useful life of over one year. Capital Outlay is budgeted in the operating budget.

Audit - A review of the Town's financial and accounting records and supporting documents by an independent auditing firm to substantiate revenues, expenditures, year-end funds, reserves, and cash on hand.

Beginning/Ending Fund Balance - Resources available in a fund from the prior/current year after payment of the prior/current year's expenses. This is not necessarily cash on hand.

Bond - A city may raise capital by issuing a written promise to pay a specific sum of money, called the face value or principal amount, at a specified date or dates in the future, together with periodic interest at specified rates.

Bond Refinancing - The payoff and re-issuance of bonds to obtain better interest rates and/or bond conditions.

Budget - A financial plan listing an estimate of proposed appropriations or expenses and the proposed means of financing them for a particular time period. The budget is recommended until it has been approved by the Town Council.

Budget Message - A general discussion of the recommended budget as presented in writing by the Town Manager to the Town Council.



Capital Asset - Assets such as buildings, machinery, furniture and other equipment that are of significant value and that have a useful life of more than one year. Capital assets are also called fixed assets.

Capital Improvement - A permanent addition to the City's assets, including the design, construction or purchase of land, buildings, facilities or major renovations to these.

Capital Improvement Program (CIP) - A multi-year capital improvement plan including project prioritization, identified funding sources and recommended expenditures. The Town's CIP plans for five years and is updated annually.

Capital Projects – Physical/infrastructure improvements generally with a cost of \$10,000 or more and a useful life of one year or more. Examples include a new park, building, streets and roads.

Consumer Price Index (CPI) - A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living.

Contingency - A budgetary reserve set aside for emergencies and unforeseen expenditures not otherwise budgeted.

Contracted Services - Services rendered by private firms, individuals, or other governmental agencies. Examples include maintenance, plan check, and professional consulting services.

Debt Service - Payment of the principal and interest on an obligation resulting from the issuance of bonds or notes.

Debt Service Requirements - The amount of money required to pay interest on outstanding debt and required contributions to accumulate monies for future retirement of term bonds.

Deficit - An excess of expenditures or expenses over resources or revenues.

Designation - A budgetary reserve set aside for a specific project to be undertaken at a future time.

Employee Benefits - Contributions made by the Town to meet commitments or obligations for the Town's share of costs for the 401(a) Defined Contribution Retirement Plan and medical insurance while employed.

Encumbrances - An obligation to pay funds, the expenditure of which has not yet occurred. They cease to be encumbrances when the obligations are paid or otherwise terminated.

Expenditure - The payment of cash on the transfer of property or services for the purpose of acquiring an asset, service or settling a loss.

Fiscal Policy - A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Fiscal



policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

Fiscal Year (FY) - A twelve-month period of time that runs from July 1 through June 30.

Fixed Asset - Assets of significant value and having a useful life of more than one year, such as buildings, machinery, furniture, and other equipment (also called capital assets).

Full-Time Equivalent Position (FTE) - The number of regular full- and part-time positions employed by the Town, converted to the decimal equivalent of full-time positions based on 1950 hours per year.

Fund - An independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created.

Fund Balance - As used in the budget, the amount of financial resources available for use. Generally, this represents the cumulative balance of all the annual operating surpluses and deficits since the fund's inception.

GASB - Governmental Accounting Standards Board. A private, non-governmental organization that is the source of generally accepted accounting principles used by State and Local governments.

General Fund - The general operating fund of the Town, used to account for all financial resources except those required to be accounted for in another fund. The major revenue sources for this Fund are property taxes, sales taxes, franchise fees, unrestricted revenues from the State, fines and forfeitures and interest income.

Goals - The expected result or achievements of a budget program.

Grant - Contribution or gifts of cash or other assets from another governmental entity to be used or expended for a specific purpose, activity or facility.

Interfund Transfers - Monies appropriated from one fund to another to finance the operations of another fund or to reimburse the fund for expenses and overhead.

Municipal Code - A code containing all Town Council-approved ordinances currently in effect; and defining Town standards for areas such as planning, zoning, building, etc.

Operating Budget - Annual appropriation of funds for on-going service delivery costs, including salaries and benefits, services and supplies, debt service, and capital outlay.

Operating Expenses - Expenditures for materials, supplies and services which are ordinarily consumed within a fiscal year and which are not included in program inventories.

Operating Reserve - A reserve against the General Fund balance which could be used in the case of a financial emergency. The Town's policy is to reserve 20% of the fiscal year's General Fund operating expenses.



Operating Revenues - Funds received as income to pay for ongoing operations, including sources such as taxes, assessments, fees for services, interest income, and operating grant revenues.

Ordinance - A formal legislative enactment by the Town Council, and included in the Municipal Code. It is the full force and effect of law within Town boundaries unless preempted by a higher form of law. An ordinance has a higher legal standing than a resolution.

Overhead Allocations - A cost necessary for the functioning of the organization as a whole, but which cannot be directly assigned to one program. Examples include the allocation of legal, financial and personnel services.

Pavement Management Program - An ongoing program to repair and resurface Town-maintained public streets.

Personnel - Full-time, part-time and temporary employees of the Town, including overtime, and all employee benefits such as health insurance and retirement.

Program - A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the Town is responsible.

Redevelopment Property Tax Trust Fund (RPTTF) - With the passage of ABx1 26 in FY 2011-12, property tax increment was eliminated and replaced with Redevelopment Property Tax Trust Fund revenues, which are received by the Successor Agency in amounts that meet approved annual debt obligations.

Propositions 4 and 111 – Laws that create a restriction on the amount of revenue which can be appropriated in any fiscal year. The limit is based on actual appropriations during the 1978-79 fiscal years and is increased each year using the growth of population and inflation. Not all revenues are restricted by the limit, only those which are referred to as “proceeds of taxes”.

Reimbursement - Payment of remittance on behalf of another party, department or fund.

Reserve - An account used to legally segregate a portion of the fund balance for a specific use.

Resolution - A special order of the Town Council which has a lower legal standing than an ordinance.

Revenues - Amounts received for taxes, assessments, fees, permits, licenses, interest, intergovernmental and other sources during the fiscal year.

Service Level Indicators - Services or products which comprise actual or expected output of a given program. Focus is on results, not measures of workload.

Study Session - A meeting of the Town Council to review the draft Operating Budget and Capital Improvement Program in detail, prior to the budget hearing and final adoption.



PHOTOGRAPHY CREDITS

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ACKNOWLEDGEMENT

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Jessica Willwerth

Community Outreach: Jenn Starnes

City Clerk: Marie Sunseri

Development Services: Fred Korbmacher

Maintenance Services: Dave Casteel





Master Fee Schedule

Town of Danville



Master Fee Schedule

For User and Cost Recovery Fees

Fiscal Year 2023/24

Ordinance No. 98-06

Resolution 42-2023

Adopted by the Danville Town Council June 6, 2023

Effective July 1, 2023

Development Services and Community Development Fees

Effective

August 7, 2023

Master Fee Schedule 2023/24

MISCELLANEOUS

	Fee For Service
Photo Copies	\$0.20 per sheet
Records Search	\$50 per hour
Plan Size Copies	\$2 per sheet
Off-Site Document Retrieval Fee	\$90 per document
Administrative Citation Late Fee	\$25
Hartz Avenue Banner Permit	\$250
Street Light Pole Banner Permit	\$100
Electric Vehicle (EV) Charging Station Fee Level 2 stations	\$0.45 per kwh plus \$1 Access Fee
Electric Vehicle (EV) Charging Station Fee Level 3 stations	\$0.55 per kwh plus \$1 Access Fee

CITY CLERK

City Clerk Certification	\$15/document
Certified Copy	\$5 first page, \$3 each additional page
Records on Flash Drive	\$1
Agenda Subscription - Mail	\$30
Recording Fee - Rescind of Notice of Non-Compliance	\$48
Civil Marriage Ceremony Fee	\$200

FINANCE

Town Financial Plan ¹	\$25
Town Comprehensive Annual Financial Report ¹	\$25
Business License Name Listing	\$25
Business License Verification Letter	\$25
Returned Payment Item	\$25
Returned Payment Item (second time)	\$35
Other Business License Fees	Per Ordinance 93-3
Credit Card Processing Fee	2.99%, \$2.00 Minimum

¹The Town Financial Plan, the Town Comprehensive Annual Financial Report and the Town's Municipal Code are available on the Town's web site at www.danville.ca.gov

Master Fee Schedule 2023/24

POLICE

	Fee For Service
Accident Reports	\$5 each
Alarm Response Fee	No Fee – first offense \$50 – second offense \$150 – third offense \$300 – thereafter
A.B.C. Letter for One Day Sale Permit	\$35
Booking Fee Reimbursement	County Charge
Disturbance Call-back	\$60 per hour/officer for second or more calls
Failure to Obey Sign/Marking	\$45
Fingerprinting (Livescan)	\$30 plus agency fee as required
Fingerprinting (ink and card)	\$10 per card
Oversized Vehicle	\$60
Restricted Parking	\$45
Towed Vehicle Release	\$110
Trespass on Public Grounds	\$25
Non-Resident Child Seat Inspection	No Charge
Fix-It Ticket Non-Resident Fee	\$10

Downtown Employee Parking Permits

Zone 1	No Fee
Zone 2 & 3	\$50/year
DUI Emergency Response Reimbursement	Personnel Cost Officer: \$156.44/hr.; \$102.64 Overtime Sergeant: \$177.96/hr.; \$118.72 Overtime

Fees Assessed by Outside Agencies	<u>Actual cost to include but not limited to the following:</u> Lab Costs to include: Urine Test Breath Test Blood Test Blood Withdrawal Services Toxicology Analysis to include: Acid/Neutral Drug Screen Basic Drug Screen Comprehensive Drug Screen Specialty Drug Screens Rush Analysis
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Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

RECREATION, ARTS AND COMMUNITY SERVICES

ALL FEES ARE HOURLY RATE INCLUDES SETUP & CLEANUP	Resident Fee for Service			
	Group III	Group IV	Group V	Group VI
Community Facilities (Resident)	Nonprofit	Private	Commercial	Government*
Danville Community Center				
Valley Oak & Las Trampas w/Kitchen	\$192	\$259	\$362	\$148
Valley Oak w/Kitchen	\$173	\$235	\$327	\$134
Las Trampas Room	\$43	\$58	\$81	\$33
Arts & Crafts Room	\$26	\$35	\$49	\$20
Lounge	\$26	\$35	\$49	\$20
Town Green Hourly w/Bandstand	\$81	\$109	\$152	\$62
Library				
Mt. Diablo Room	\$47	\$63	\$89	\$37
Town Meeting Hall				
Auditorium	\$63	\$86	\$119	\$49
Village Theatre				
Art Gallery	\$45	\$61	\$85	\$35
Hourly Rate/2 hour min.	\$70	\$96	\$134	\$54
Pre-Production/Load-in Rate	\$52	\$70	\$99	\$41
Ticket Surcharge	Actual	Actual	Actual	Actual
Veterans Memorial Building				
Community Hall ABC w/Kitchen	\$173	\$235	\$327	\$134
Community Hall AB w/ Kitchen	\$120	\$163	\$228	\$93
Community Hall BC	\$98	\$133	\$186	\$75
Community Hall A w/Kitchen	\$75	\$102	\$143	\$58
Community Hall B or C	\$61	\$83	\$115	\$47
Meeting Room - Senior Wing	\$64	\$87	\$121	\$49
Arts & Crafts - Senior Wing	\$26	\$35	\$49	\$20
Conference Room	\$21	\$28	\$39	\$16
Oak Hill Park Community				
Banquet Room w/Kitchen	\$173	\$235	\$327	\$134
Meeting Room ABC	\$63	\$86	\$119	\$49
Meeting Rooms AB or BC	\$44	\$59	\$83	\$34
Meeting Rooms A, B or C	\$26	\$35	\$49	\$20
Large Grass Area	\$59	\$80	\$111	\$45
Hap Magee Ranch Park				
Swain House	\$77	\$103	\$144	\$58
Cottage	\$77	\$103	\$144	\$58
Magee House	\$97	\$131	\$184	\$74
Meadow w/Gazebo	\$81	\$109	\$152	\$62

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

*Applicable to government agencies.

Master Fee Schedule 2023/24

RECREATION, ARTS AND COMMUNITY SERVICES

ALL FEES ARE HOURLY RATE INCLUDES SETUP & CLEANUP	Non-Resident Fee for Service			
	Group III Nonprofit	Group IV Private	Group V Commercial	Group VI Government*
Community Facilities (Non-Resident)				
Danville Community Center				
Valley Oak & Las Trampas w/Kitchen	\$230	\$310	\$435	\$148
Valley Oak w/Kitchen	\$208	\$281	\$394	\$134
Las Trampas Room	\$51	\$69	\$97	\$33
Arts & Crafts Room	\$31	\$42	\$58	\$20
Lounge	\$31	\$42	\$58	\$20
Town Green w/Bandstand	\$97	\$131	\$183	\$62
Library				
Mt. Diablo Room	\$56	\$77	\$107	\$37
Town Meeting Hall				
Auditorium	\$75	\$102	\$144	\$49
Village Theatre				
Art Gallery	\$54	\$72	\$102	\$35
Hourly Rate/2 hour min.	\$85	\$114	\$160	\$54
Pre-Production/Load-in Rate	\$63	\$85	\$119	\$41
Ticket Surcharge	Actual	Actual	Actual	Actual
Veterans Memorial Building				
Community Hall ABC w/Kitchen	\$208	\$281	\$394	\$134
Community Hall AB w/Kitchen	\$145	\$196	\$273	\$93
Community Hall BC	\$117	\$159	\$222	\$75
Community Hall A w/Kitchen	\$91	\$122	\$171	\$58
Community Hall B or C	\$73	\$99	\$139	\$47
Meeting Room - Senior Wing	\$78	\$104	\$146	\$49
Arts & Crafts - Senior Wing	\$31	\$42	\$58	\$20
Conference Room	\$25	\$33	\$46	\$16
Oak Hill Park Community				
Banquet Room w/Kitchen	\$208	\$281	\$394	\$134
Meeting Room ABC	\$75	\$102	\$144	\$49
Meeting Rooms AB or BC	\$53	\$71	\$100	\$34
Meeting Rooms A, B or C	\$31	\$42	\$58	\$20
Large Grass Area	\$70	\$96	\$134	\$45
Hap Magee Ranch Park				
Swain House	\$91	\$123	\$172	\$58
Cottage	\$91	\$123	\$172	\$58
Magee House	\$116	\$157	\$219	\$74
Meadow w/ Gazebo	\$97	\$131	\$183	\$62

*Applicable to government agencies.

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

RECREATION, ARTS AND COMMUNITY FACILITIES

ALL FEES ARE HOURLY RATE INCLUDES SETUP & CLEANUP Community Facilities (Resident)	Resident Fee for Service			
	Group III Nonprofit	Group IV Private	Group V Commercial	Group VI Government*

Town-Managed SRVUSD Facilities

<u>Baldwin Elementary School</u>				
Multi-Use Room	SRVUSD	SRVUSD†	NA	SRVUSD†
<u>Diablo Vista Middle School</u>				
Community Gym	SRVUSD	SRVUSD†	NA	SRVUSD†
<u>Los Cerros Middle School</u>				
Community Gym	SRVUSD	SRVUSD†	NA	SRVUSD†
<u>Monte Vista High School</u>				
Community Pool	SRVUSD	SRVUSD†	NA	SRVUSD†
Lifeguard	\$22/hour	\$22/hour	\$22/hour	\$22/hour
Tennis Courts A, B, C & D	\$7/hour	\$10/hour	\$13/hour	\$6/hour
Tennis Courts E, F, G & H	SRVUSD	SRVUSD†	NA	SRVUSD†
<u>San Ramon Valley High School</u>				
Tennis Courts	SRVUSD	SRVUSD†	SRVUSD†	SRVUSD†

†Rate based on the San Ramon Valley Unified School District Fee

Park Facilities

Group Picnics				
Diablo Vista, Hap Magee Ranch, Oak Hill, Osage Station & Sycamore Valley				
Half Day per Table	\$12	\$16	\$22	\$10
<u>Sports Fields/Courts (hourly)</u>				
Tennis Courts	\$10	\$13	\$18	\$8
Bocce Ball Courts	\$16	\$21	\$29	\$12
Sand Volleyball/Outdoor Basketball				
Courts	\$16	\$21	\$29	\$12
Baseball/Softball/Soccer Fields- Natural				
Turf	\$16	\$21	\$29	\$12
Baseball/Softball/Soccer Fields - Artificial				
Turf	\$22	\$29	\$41	\$17
<u>Other (hourly)</u>				
Lighting	\$27	\$36	\$50	\$20
Litter and Special Maintenance	\$49	\$49	\$49	\$49

*Applicable to government agencies.

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

RECREATION, ARTS AND COMMUNITY FACILITIES

ALL FEES ARE HOURLY RATE INCLUDES SETUP & CLEANUP	Non-Resident Fee for Service			
	Group III	Group IV	Group V	Group VI
Community Facilities (Non-Resident)	Nonprofit	Private	Commercial	Government*

Town-Managed SRVUSD Facilities

<u>Baldwin Elementary School</u>				
Multi-Use Room	SRVUSD	SRVUSD†	NA	SRVUSD†
<u>Diablo Vista Middle School</u>				
Community Gym	SRVUSD	SRVUSD†	NA	SRVUSD†
<u>Los Cerros Middle School</u>				
Community Gym	SRVUSD	SRVUSD†	NA	SRVUSD†
<u>Monte Vista High School</u>				
Community Pool	SRVUSD	SRVUSD†	NA	SRVUSD†
Lifeguard	\$22/hour	\$22/hour	\$22/hour	\$22/hour
Tennis Courts A, B, C & D	\$9/hour	\$11/hour	\$15/hour	\$6/hour
Tennis Courts E, F, G & H	SRVUSD	SRVUSD†	SRVUSD†	SRVUSD†
<u>San Ramon Valley High School</u>				
Tennis Courts	NA	SRVUSD†	SRVUSD†	SRVUSD†

†Rate based on the San Ramon Valley Unified School District Fee

Park Facilities

Group Picnics				
Diablo Vista, Hap Magee Ranch, Oak Hill, Osage Station & Sycamore Valley				
Half Day per Table	\$14	\$19	\$26	\$10
<u>Sports Fields/Courts (hourly)</u>				
Tennis Courts	\$12	\$16	\$22	\$8
Bocce Ball Courts	\$18	\$25	\$34	\$12
<u>Sand Volleyball/Outdoor Basketball Courts</u>				
Courts	\$18	\$25	\$34	\$12
<u>Baseball/Softball/Soccer Fields - Natural Turf</u>				
Turf	\$18	\$25	\$34	\$12
<u>Baseball/Softball/Soccer Fields - Artificial Turf</u>				
Turf	\$26	\$35	\$49	\$17
<u>Other (hourly)</u>				
Lighting	\$32	\$43	\$60	\$20
Litter and Special Maintenance	\$49	\$49	\$49	\$49

*Applicable to government agencies.

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

RECREATION, ARTS AND COMMUNITY FACILITIES

Miscellaneous Fees All Uses/Groups

Security/Cleaning/Damage Deposit (refundable)

Community Facilities (including meadow and grass area)	Varies per facility
Group Picnics of 100 or more	\$100/ea.

Facility Attendants

Attendant Overtime	\$50/hour
Box Office Attendant	\$25/hour
Theatre Technician	\$25/hour
Theatre Technician Overtime	\$50/hour

Equipment

Portable Projector & Screen	\$131/use
Cocktail Tables	\$11/use
White Ceremony Chairs	\$3/each
Podium	\$34/use

Theatre Equipment

Box Office Set up Fee	\$100/show
Marquee Billing	\$100/show
Follow Spot (including operator)	\$37/ea.
Lighting Design Fee	\$500/use

Facility Reservations/Permits

Photography/Filming Permit	\$383
Change Request	\$18/each
Unscheduled Rental Use	Two times hourly rate
<u>Cancellation Charge</u>	
91 days or more	\$75
61-90 days	Forfeit Deposit
31-60 days	Forfeit Deposit + 50% of rental fees
30 days or less	Deposit + 100% of rental fees

Sports Alliance

Lighting	\$26.61/hour*
Diablo Vista Park - 60 foot lighting	\$17.74/hour*
Soccer/Lacrosse/Rugby Fields	\$6.89/hour*
Baseball/Softball Fields	\$4.24/hour*
Equipment Removal	\$146.36/hour*

* Rates will be adjusted to match SRVUSD rates upon approval.

All fees subject to an annual increase based on the CPI (SF-Oakland)

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

DEVELOPMENT SERVICES - Planning

Environmental Assessment	Fee	Additional Fees
Initial Study leading to standard Declaration of Environmental Significance (ND)	\$1,500	
Environmental Impact Report (EIR)		Consultant fee to prepare EIR plus 33%
Initial Study leading to Mitigated Negative Declaration of Environmental Significance (MND)	\$2,210.00	\$130 hourly after 17 hours of staff work
Consultant prepared Mitigated Negative Declaration of Environmental Significance		Consultant fee to prepare MND plus 33%
Notice of Exemption Projects	\$50	\$50 to County Clerk with Notice of Determination
Notice of Determination		
Department of Fish & Wildlife Notice of Determination Fee for ND or MND	\$2,280.75	Fee is subject to change every calendar year. Please check their web site at www.wildlife.ca.gov
Department of Fish & Wildlife Notice of Determination Fee for EIR	\$3,168.00	
Notice of Determination for County Clerk and remainder to F&W	\$50	

Development Plan

Conceptual or Pre-submittal	\$300-\$600-\$900	\$130/hr after 7 hours of staff work
Preliminary Residential Development Application	\$3,120	
Administrative - to include minor Scenic Hillside	\$600-\$1,200	
Administrative – Single Family	\$2,400	\$130/hr after 23 hours of staff work
Public Hearing		
Residential – Minor Projects	\$5,100	\$130/hr after 40 hours of staff work
Residential – Larger or More Complex Projects	\$7,650	\$130/hr after 60 hours of staff work
Non-residential Minor Projects	\$5,100	\$130/hr after 60 hours of staff work
Non-residential –Larger and/or More Complex Projects	\$7,650	\$130/hr after 60 hours of staff work
Scenic Hillside or Major Ridgeline – Minor Projects	\$5,100	\$130/hr after 60 hours of staff work
Scenic Hillside or Major Ridgeline – Larger and/or More Complex Projects	\$7,650	\$130/hr after 60 hours of staff work
Final Development Plan Processed with PUD Application	\$1,350	\$130/hr after 60 hours of staff work
Final Development Plan Processed with PUD Application or as an amendment	\$5,100	\$130/hr after 40 hours of staff work
Traffic Study Review	\$675	Per Review

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

DEVELOPMENT SERVICES - Planning

Land Use Permit	Fee	Additional Fees
Temporary/Seasonal Use – Recurring Request/Event	\$150-\$450	
Large Family Child Care Facility (8-14 children)	\$1,800	
Temporary Mobile Home	\$1,200	
Minor Project without Public Hearing	\$260-\$900	
Minor Item with Public Hearing	\$2,250	\$130/hr after 17 hours of staff work
Child Care Facility (>14 children)	\$5,100	\$130/hr after 40 hours of staff work
Congregate Care Facility	\$5,100	\$130/hr after 40 hours of staff work
Major Item with Public Hearing	\$9,900	\$130/hr after 76 hours of staff work
Telecommunication Permit requiring No Public Hearing	\$3,300	\$130/hr after 25 hours of staff work
Telecommunication Permit requiring Public Hearing	\$5,100	\$130/hr after 25 hours of staff work
Telecommunication – Permit Extension	\$900	
Traffic Study Review	Included	\$350 per review after 2nd review
LUP combination with other permit	\$600	
Old Town Parking in Lieu Fee		Per Resolution No. 24-2017
Per Space for Retail*	\$4,058	
Per Space for other uses*	\$17,680	

* Subject to Annual CPI Adjustments

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

DEVELOPMENT SERVICES - Planning

Subdivision	Fee	Additional Fees
Major Subdivision – Five lots or more	\$7,650	\$130/hr after 60 hours of staff work
Traffic Study Review	\$975	Per Review
Minor Subdivision – Four lots or less	\$5,100	\$130/hr after 40 hours of staff work
Time Extension for Major or Minor Subdivision	\$750	

Rezoning

PUD – Rezoning – for Smaller and/or Less Complex Projects	\$6,600	\$130/hr after 51 hours of staff work
PUD – Rezoning – for Larger and/or More Complex Projects	\$9,900	\$130/hr after 76 hours of staff work
Traffic Study Review	\$975	Per Review
Rezoning - Commercial, Residential, Office & Industrial	\$9,900	\$130/hr after 76 hours of staff work
Commercial Zoning Designation – More Complex Project	\$9,900	\$130/hr after 76 hours of staff work

Variance

Commercial or submitted in conjunction with other application	\$450- \$900	For projects appealed to/or referred to Planning Commission for action - \$130/hr after 11 hours of staff work
Single Family Residence Processed as Administrative Permit - Complex - Moderate - Simple	\$1500 - \$1150 - \$800	
Public Hearing	\$2,250	

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

DEVELOPMENT SERVICES - Planning

Sign	Fee	Additional Fees
Freestanding sign without Design Review Board	\$325.00	
Freestanding sign with Design Review Board	\$520	
Wall sign or freestanding sign copy change without Design Review Board	\$100.00	
Sign Requiring Design Review Board Review	\$450-\$950	
Master Sign Program less than five tenant spaces	\$1,200	
Master Sign Program five tenant spaces or more	\$1,500	
Temporary Promotional Sign Permit	No charge	
General Plan Amendment		
GPA's – Land Use Designation Change Submitted with PUD Rezoning	\$7,650	\$130/hr after 60 hours of staff work
GPA's – Land Use Designation Change Submitted as Stand-alone Application	\$12,000	\$130/hr after 92 hours of staff work
Traffic Study Review	\$975	Per Review
GPA's – Text Amendment	\$5,100	\$130/hr after 40 hours of staff work
Design Review Board		
Conceptual or Pre-submittal	\$250-\$500-\$750	
Administrative - Residential	\$400-\$800-\$1200	
Administrative - Commercial	\$400-\$800-\$1200	
New SFR Hillside (Scenic Hillside or Major Ridgeline)	\$3,000	\$130/hr after 23 hours of staff work
New MFR < 5 units	\$2,700	\$130/hr after 21 hours of staff work
New MFR > 5 units	\$3,600	\$130/hr after 28 hours of staff work
Office, Commercial or Industrial	\$3,300	\$130/hr after 25 hours of staff work
Special Planning Studies		Consultant fee plus 33% administrative fee
Storm Water Control Plan Review		Consultant fee plus 33% administrative fee
Property Recordings		
Parcel Merger	\$596/lot	
Lot Line Adjustment	\$596/lot	

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

DEVELOPMENT SERVICES - Planning

Miscellaneous	Fee	Additional Fees
Time Extension – Administrative Action - no site check required	\$450	
Time Extension – Non-Administrative Action	\$1,200	
Appeals	\$300	
Requests for Reconsideration	\$1,200	
Archaeological Review (Sonoma State Clearinghouse)	\$56	Pass-through fee to Sonoma State
Zoning Certificate Letter		
Residential	\$750	
Commercial	\$1,200	
Zoning Review of Building Permit	\$130/hr after 2.5 hours of staff work	
File Research	\$130/hr after 2.5 hours of staff work	
LaserFiche Files	No charge	
Newspaper Advertising	\$130 plus newspaper publishing cost	
Public Notice by Staff	\$0.83 per-piece plus \$130 per mail-out	

Tree Removal Permit

Residential	\$225
Commercial	\$600

Documents

Capital Improvement Program Document	\$22
Town of Danville Landscape and Irrigation Project Procedures and Standards	\$22
Town-wide Trails Master Plan	\$52
General Plan	\$30
General Plan Map, Beautification Guidelines, Base Map, Specific Plan	\$7
Parks, Recreation and Arts Strategic Plan	\$45
Zoning Map, Downtown Master Plan, Standard Plan	\$15
Traffic and Engineering Survey	\$5
Aerial Photo	
Hard copy, up to 42-in x 60-in	\$15
Computer file on CD or E-mail	\$3

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

DEVELOPMENT SERVICES - Engineering

Service	Fee
Map Check	2-10 lots - \$2,598 + \$246/lot >10 lots - \$4,853 + \$35/lot
<u>Improvement Plan</u>	
Review of improvement plans - street, drainage and landscaping work	<=\$50,000 = 3.5% of project cost >\$50,000 & <\$100,000 = 3.25% of project cost >\$100,000 = 3.0% of project cost
<u>Engineering</u>	
Inspection of installation of street, drainage and landscaping improvements	<=\$50,000 = 5.5% of project cost >\$50,000 & <\$100,000 = 5.25% of project cost >\$100,000 = 5.0% of project cost
<u>Street Lighting</u>	
Operation of public street lighting system	One year operational cost + 10%
<u>Encroachment Permit</u>	
For Public Utility Companies	\$126 per hour, 2 hour minimum
All Others	\$206 per hour, 1 hour minimum
Valet Permit	\$206
Oversize/Wide Load Permit	\$31
<u>Drainage Permit</u>	
Projects <= \$2000	\$206 for projects <=\$2,000;
Projects >\$2000	5.5% of construction cost for projects >\$2,000
<u>Grading Plan Check</u>	
Less than 50 cy:	\$213
Greater than 50 cy:	\$213 + % of Construction Cost ¹ + Volume Fee ²
Construction Cost ¹ :	Less than \$10,000 use 0.5% \$10,000 to \$100,000 use 1.0% More than \$100,000 use 1.5%
Volume Fee ² :	50 cy to 1,000 cy use \$1.06 per 100 cy 1,001 cy to 10,000 cy \$0.22 per 100 cy + \$202.00* 10,001 cy or more use \$0.70 per 100 cy + \$1162.00*
	* For Soils Report Review
<u>Grading Permit</u>	
Under 50 cy:	\$41.80
50 cy to 100 cy:	\$65
101 cy to 1,000 cy:	\$65 for first 100 cy + \$32 for each additional 100 cy
1,001 cy to 10,000 cy:	\$342 for first 1000 cy + \$26 for each additional 1000 cy
10,001 cy to 100,000 cy:	\$572 for first 10,000 cy + \$116 for each additional 10,000 cy
100,001 cy or greater:	\$1,619 for first 100 cy + \$65 for each additional 10,000 cy

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

DEVELOPMENT SERVICES - Engineering

SERVICE	Fee
Grading Inspection	Less than 50 cy: \$213 Greater than 50 cy: \$213 + % of Construction Cost ¹ + Volume Fee ² Construction Cost ¹ : Less than \$10,000 use 2.0% \$10,000 to \$100,000 use 1.5% More than \$100,000 use 1.0% Volume Fee ² : 50 cy to 1,000 cy use \$9 per 100 cy 1,001 cy to 10,000 cy \$107 + \$4 per add'l 100 cy 10,001 cy or more use \$547 + \$2 per add'l 100 cy
Finish Grading Inspection	
Single family residential lot	\$90
Commercial Project, per building	\$222
Debris/Clean-up Deposit	\$364
A deposit shall be paid at permit issuance to assure the clean-up of the site and/or public right-of-way. This deposit shall be returned to the applicant if it can be determined at certification of occupancy that the site and surrounding areas have been restored.	
NPDES (National Pollutant Discharge Elimination System) Prevention of Drainage Runoff	
Residential	\$56
Multi-residential	\$228
Commercial	\$464
Storm Water Control Plan Review	Consultant Fee plus 33%
Underground Service Alert Location Fee	Actual Cost (California Government Code 4216.5)
Base Map Revision for Town Computerized Base Map	\$102 for each new or revised lot or parcel
Photography/Filming Permit	\$383
Certificate of Correction or Amended Map	\$220 per document
Revise a recorded document	
Easements	
Vacation of Right-of-Way	\$2,405
Abandon a Public Right-of-Way	\$2,405

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

DEVELOPMENT SERVICES - Building

Building Permits	Fee
Building Permit Fee (includes Inspection)	As permitted by the California Building Code - shown in table below
Electrical Sub-Permit	20% of building permit fee
Plumbing Sub-Permit	17% of building permit fee
Mechanical Sub-Permit	18% of building permit fee
Swimming Pool, Spa or Hot Tub Permits	Equivalent to building permit plus any required electrical or plumbing permits

Plan Review

Structural and Architectural Plan Review*	65% of building fee
Plumbing Plan Review*	20% of structural and architectural plan review
Electrical Plan Review*	17% of structural and architectural plan review
Mechanical Plan Review*	18% of structural and architectural plan review
Master Plan Verification Review (subdivisions)	75% of structural/architectural plan review ²
Planning Division – Plan Check	\$75 - \$150. Over \$100,000 valuation, \$300
Planning Division - Wireless Cell Site	750/per site
Engineering Division – Plan Check	\$50 - \$100. Over \$300,000 valuation, \$300
MWELO – Plan Check (Model Water Efficiency Landscape Ordinance)	\$800

Investigations

As determined by Chief Building Official	Not to exceed \$1,000, Minimum \$229
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Fees Assessed by other Agencies Actual Cost

Building Permit Fee Table

Total Valuation	Fee
\$1.00 to \$500	\$23.50
\$501 to \$2,000	\$23.50 for the first \$500 plus \$3.05 for each additional \$100, or fraction thereof, to and including \$2,000
\$2001 to \$25,000	\$69.25 for the first \$2,000 plus \$14.00 for each additional \$1,000, or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000, or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$643.75 for the first \$50,000 plus \$7.00 for each additional \$1,000, or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000, or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000, or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$5,608.75 for the first \$1,000,000 plus \$3.15 for each additional \$1,000 or fraction thereof.

* The plan review fees calculated shall be associated with one round of plan review (first round comments plus a back check) Additional rounds of plan review shall be assessed additional plan review fees based upon an hourly rate of \$148 per hour.

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

Master Fee Schedule 2023/24

DEVELOPMENT SERVICES - Building

Established Fees	Fee
Minimum Building Permit (inspection) fee for any permit	\$115
Kitchen Remodel/Alteration - Non Structural	\$747
Bathroom Remodel/Alteration - Non Structural	\$547
Powder Room Remodel/Alteration	\$347
Residential Window Replacement Permit	\$115 each (1-2 windows) \$237 (3-13 windows) \$342 (14 – 26 windows) \$452 (27 or more)
Residential Patio Door Replacement Permit	\$115 each (1 or 2 doors) \$189 (3 or more)
Residential Home Demolition Permit	\$505
Pool and/or Spa Remodel	\$547
Pool Demolition Permit	\$310
Detached Storage Shed - with no trades	\$289 (not to exceed 250 square feet)
Standard Residential Re-roof Permit	\$310
Furnace and A/C Replacement Permit	\$196
Water Heater, Furnace, A/C Replacement	\$115/ea.
Photovoltaic (Residential and Non-Residential)	Fee = A+Bv Where: A = fixed fee component = \$188.83 B = variable fee component based upon kWp rating of system = 6.625 \$/kWp v = rating of photovoltaic system in kWp

Administrative Fees That Apply to All Permits

Strong Motion Instrumentation Program	
Residential	0.013% of valuation (minimum \$0.50)
Commercial	0.028% of valuation (minimum \$0.50)
California Building Standards Fee	\$1 per \$25,000 of total valuation
Comprehensive Planning Fee	0.1% of valuation (maximum \$2,000)
Documentation Fee	\$10 plus \$1 per page

Additional Fees That May Apply

Inspections outside of normal business hours	\$155 per hour ¹ (4 hour minimum)
Reinspection/Administration Fee	\$115 minimum ¹
Inspections for which no fee is specifically indicated (<i>including but not limited to MWEL0</i>)	\$115 minimum ¹
Additional plan review required by changes, additions or revisions to plans	\$148 per hour ¹
Permit Reactivation	\$115 (minimum fee) ²
Request for Duplicate Plans	\$42 plus cost of copies
Temporary Certificate of Occupancy	\$263 (commercial/industrial only)
Investigation fee for work without requisite permit or unauthorized occupancy	Determined by Chief Building Official not to exceed \$1,000, Minimum \$229
Fine for not complying with Construction and Debris Ordinance	1% of valuation not to exceed \$1,000

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum

¹ Or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

² Only applies to eligible permits as determined by the Chief Building Official.

Master Fee Schedule 2023/24

DEVELOPMENT SERVICES - Building

Building Permit Valuation Table

The building permit fee is based on valuation and computed from the table below, approved on June 18, 2002 and increased by applying the Engineering News Record (ENR) San Francisco Area Building Cost Index History (1915-2011) index. The valuation table below has been increased by 5.2% per the 2021-2022 Consumers Price Index (CPI)

Average Cost per Square Foot by Occupancy & Type								
Occupancy & Type	New	Remodel		New	Remodel		New	Remodel
APARTMENT HOUSES:			CONV. HOSPITALS			HOTELS/MOTELS:		
Type 1 or II F.R. ¹	\$197.11	\$96.47	Type 1 or II F.R. ¹	\$309.36	\$150.54	Type I or II F.R. ¹	\$224.46	\$106.52
(Good)	\$242.68	\$112.10	Type II: 1-Hour	\$214.68	\$108.37	Type III: 1-Hour	\$194.46	\$98.82
Type V – Masonry			Type III: 1-Hour	\$220.03	\$107.76	Type III-N	\$185.34	\$84.37
(or Type III)	\$160.89	\$85.13	Type V: 1-Hour	\$207.37	\$99.94	Type V: 1-Hour	\$169.34	\$95.11
(Good)	\$197.11	\$94.77				Type V: N	\$166.01	\$79.06
Type V			DWELLINGS:			INDUSTRIAL PLANTS		
Wood Frame	\$141.79	\$84.96	Type V – Masonry	\$168.22	\$100.51	Type 1 or II F.R. ¹	\$126.45	\$72.43
(Good)	\$182.23	\$90.88	(Good)	\$215.34	\$99.23	Type II: 1-Hour	\$88.03	\$66.80
Type I Basmt/Garage	\$83.11	\$43.05	Type V–Wood Frame	\$149.56	\$90.08	Type II: N	\$80.88	\$64.60
			(Good)	\$205.34	\$96.55	Type III: 1-Hour	\$96.92	\$66.91
			(Major Remodel)	\$132.56		Type III-N	\$91.34	\$64.84
			Kitchen no structure	\$162.84		Tilt-up	\$66.67	\$60.40
			With structure	\$168.14		Type V: 1-Hour	\$91.34	\$66.48
			Bathrooms	\$162.84		Type V: N	\$83.58	\$61.32
AUDITORIUMS:			BASEMENTS:			JAILS:		
Type 1 or II F.R.	\$232.92	\$110.09	Semi-Finished	\$44.69	\$42.43	Type 1 or II F.R.	\$353.58	\$176.22
Type II: 1-Hour	\$168.68	\$96.18	(Good)	\$51.56	\$45.17	Type III: 1-Hour	\$323.37	\$168.05
Type II: N	\$159.55	\$92.14	Unfinished	\$32.44	\$26.77	Type V: 1-Hour	\$242.48	\$137.35
Type III: 1-Hour	\$177.36	\$92.72	(Good)	\$39.33	\$32.16			
Type III-N	\$168.22	\$89.72				LIBRARIES:		
Type V: 1-Hour	\$169.59	\$92.42				Type 1 or II F.R.	\$258.69	\$131.20
Type V: N	\$158.24	\$89.44				Type II: 1-Hour	\$189.33	\$100.78
						Type II: N	\$180.01	\$94.69
						Type III: 1-Hour	\$200.02	\$101.18
						Type III-N	\$190.01	\$92.73
						Type V: 1-Hour	\$187.78	\$99.85
						Type V: N	\$180.01	\$86.47
BANKS:			FIRE STATIONS:			MEDICAL OFFICES:		
Type 1 or II F.R.	\$329.14	\$148.77	Type 1 or II F.R.	\$254.24	\$129.71	Type 1 or II F.R. ¹	\$265.56	\$144.55
Type II: 1-Hour	\$242.48	\$138.71	Type II: 1-Hour	\$167.33	\$93.07	Type II: 1-Hour	\$204.90	\$107.81
Type II: N	\$234.69	\$134.12	Type II: N	\$157.79	\$90.55	Type II: N	\$194.71	\$103.68
Type III: 1-Hour	\$267.57	\$138.28	Type III: 1-Hour	\$183.13	\$93.37	Type III: 1-Hour	\$222.24	\$112.43
Type III-N	\$258.04	\$135.53	Type III-N	\$175.33	\$89.47	Type III-N	\$206.91	\$104.84
Type V: 1-Hour	\$242.48	\$138.69	Type V: 1-Hour	\$171.78	\$91.60	Type V: 1-Hour	\$200.45	\$108.19
Type V: N	\$232.23	\$126.75	Type V: N	\$162.90	\$89.51	Type V: N	\$193.35	\$102.74
BOWLING ALLEYS:			HOMES FOR THE ELDERLY:					
Type II: 1-Hour	\$113.35	\$71.68	Type 1 or II F.R.	\$230.46	\$118.86			
Type II: N	\$105.79	\$66.63	Type II: 1-Hour	\$187.12	\$92.79			
Type III: 1-Hour	\$123.33	\$72.34	Type II: N	\$179.13	\$88.07			
Type III-N	\$115.33	\$68.70	Type III: 1-Hour	\$194.91	\$93.10			
Type V: 1-Hour	\$83.11	\$71.35	Type III-N	\$175.33	\$82.73			
			Type V: 1-Hour	\$188.23	\$90.27			
			Type V: N	\$181.82	\$86.85			
CHURCHES:			HOSPITALS:					
Type 1 or II F.R.	\$220.45	\$110.29	Type 1 or II F.R. ¹	\$362.68	\$174.75			
Type II: 1-Hour	\$165.57	\$82.73	Type III: 1-Hour	\$300.26	\$147.73			
Type II: N	\$157.34	\$76.67	Type V: 1-Hour	\$286.45	\$142.20			
Type III: 1-Hour	\$180.01	\$83.09						
Type III-N	\$172.00	\$76.84						
Type V: 1-Hour	\$168.22	\$82.67						
Type V: N	\$158.24	\$71.61						

1 Add 0.5% to total cost for each story over three.

2 Deduct 20% for shell-only permits.

Master Fee Schedule 2023/24

DEVELOPMENT SERVICES - Building

Building Permit Valuation Table

Average Cost per Square Foot by Occupancy & Type								
Occupancy & Type	New	Remodel		New	Remodel		New	Remodel
OFFICES²:			RESTAURANTS:			THEATERS:		
Type 1 or II F.R.	\$237.36	\$124.69	Type III: 1-Hour	\$216.47	\$150.31	Type 1 or II F.R.	\$244.02	\$132.24
Type II: 1-Hour	\$158.90	\$106.40	Type III-N	\$198.24	\$145.46	Type III: 1-Hour	\$177.79	\$104.31
Type II: N	\$151.37	\$99.33	Type V: 1-Hour	\$198.24	\$148.11	Type III-N	\$169.34	\$96.60
Type III: 1-Hour	\$171.56	\$104.35	Type V: N	\$190.45	\$142.90	Type V: 1-Hour	\$167.33	\$102.28
Type III-N	\$164.03	\$99.49	SCHOOLS:			Type V:N	\$158.24	\$86.65
Type V: 1-Hour	\$160.70	\$103.12	Type 1 or II F.R.	\$247.13	\$148.13	WAREHOUSES¹		
PRIVATE GARAGES:			Type II: 1-Hour	\$168.68	\$117.00	Type 1 or II F.R.	\$109.79	\$71.60
Wood Frame	\$132.56	\$37.93	Type III: 1-Hour	\$180.45	\$117.01	Type II or V: 1-Hr	\$65.10	\$42.91
Masonry	\$60.88	\$38.29	Type III-N	\$173.57	\$102.46	Type II or V: N	\$61.11	\$41.77
Open Carports	\$36.91	\$25.13	Type V: 1-Hour	\$169.14	\$112.73	Type III: 1-Hour	\$73.77	\$42.89
PUBLIC BUILDINGS:			Type V: N	\$161.37	\$99.97	Type III-N	\$70.24	\$39.99
Type 1 or II F.R. ¹	\$274.22	\$145.74	SERVICE STATIONS:			AIR CONDITIONING:		
Type II: 1-Hour	\$222.24	\$111.14	Type II:N	\$149.33	\$75.03	Commercial	\$9.33	
Type II: N	\$212.47	\$107.03	Type III:1-Hour	\$155.81	\$78.57	Residential	\$7.77	
Type III: 1-Hour	\$230.68	\$114.17	Type V: 1-Hour	\$132.67	\$74.91	Sprinkler System	\$5.77	
Type III-N	\$222.66	\$106.66	Canopies	\$62.23	\$41.40	MISCELLANY²		
Type V: 1-Hour	\$211.12	\$110.72	STORES:			Deck/covered porches	\$82.48	
Type V: N	\$203.59	\$102.94	Type 1 or II F.R. ¹	\$183.13	\$99.49	Retaining Wall		
PUBLIC GARAGES:			Type II: 1-Hour	\$112.00	\$86.24	less than 4'	\$82.48	
Type I or II F.R. ¹	\$108.65	\$62.05	Type II: N	\$109.56	\$84.11	4' and more	\$154.63	
Type I or II open p	\$81.56	\$57.84	Type III: 1-Hour	\$136.23	\$85.80	Balcony	\$57.48	
Type II: N	\$62.23	\$55.07	Type III-N	\$127.79	\$99.66	Trellis/Arbor	\$28.73	
Type III: 1-Hour	\$82.22	\$59.31	Type V: 1-Hour	\$114.69	\$85.20			
Type III-N	\$73.11	\$55.38	Type V: N	\$106.00	\$82.10			
Type V: 1-Hour	\$74.89	\$58.59						

1 Add 0.5% to total cost for each story over three.

2 Deduct 20% for shell-only permits.

Note: Any fees paid by credit card subject to processing fee of 2.99%, \$2.00 minimum



Introduction

The Capital Improvement Program (CIP) is a capital investment plan that supports the quality of life in Danville by providing for the design, construction and renovation of major capital projects that benefit a broad segment of the community.

The CIP is presented as a revolving five-year program that acts as a guide for identifying current and future fiscal requirements. The current year acts as the Town's annual capital budget.

Projects in the CIP typically include:

- Acquisition of land;
- Construction of new buildings, parks, improvements or facilities including engineering, design, and other pre-construction costs; whose estimated cost exceeds \$15,000;
- Major equipment or furnishings required for new buildings.

Preparation of the CIP is a coordinated process that includes working with Town staff and commissions to compile and prioritize a list of discretionary projects, develop associated cost estimates and identify potential funding sources.

The Town Council reviews and approves the draft five-year CIP following a series of public study sessions and a public hearing. Approval of the CIP includes appropriating funding for the current fiscal year.

A number of criteria and/or considerations are applied in determining the appropriateness of each CIP project, including:

- Consistency with the Town's General Plan, and/or applicable adopted and established Town plans or priorities;
- Benefit to the broader public good and positive benefit to cost ratio;
- Potential impact upon Town operating expenditures;
- The need to meet State, Federal or other legal mandates and requirements;
- The need to mitigate an identified health or safety problem;
- Consideration of geographic equity in providing improvements and facilities throughout the Town; and
- The need to balance project design, management, and inspection with available CIP staffing.



Summary Tables

A five-year summary of all projects, funding sources and expenditures is presented within the following tables:

Project Activity	Currently active next-in-line projects
New Projects	New projects - 2023/24
Table A	Summary of Planned Appropriations - 2023/24
Table B	Summary of Recommended General Purpose Revenue Appropriations -2023/24
Table C	Summary of Appropriations by Funding Source - 2023/24 – 2027/28
Table D	Summary of Completed Projects from the prior fiscal year
Table E	Summary of Estimated Fund Activity
Table F	Projects funded prior to 2023/24
Table G	Project Status and Priority - <i>Prioritized ranking</i> (Priority 1 through Priority 5) <i>of all projects included in the CIP</i>
Table H	Project Cost Summary by Park Site
Table I	Project Cost Summary by Building Site
Table J	Project Cost Summary for Downtown Projects
Table K	Proposed Green Infrastructure Projects
Table L	Projects contributing to the Pavement Condition Index

Pavement Management Program

The Pavement Management Program includes a listing of all pavement projects completed in the prior year, pavement projects recommended for the current year and a table (Table L) listing other individual CIP projects that contribute to the Pavement Management Program by providing improvements to existing paved streets.

CIP Projects

Potential CIP projects are classified into one of three categories: General Improvements, Parks and Facilities or Transportation.

Each project is presented on a dedicated project page that summarizes:

- Project name and number
- Description, rationale and location
- Estimated cost, funding sources and prior expenditures
- Initiating department
- Project manager
- Project status (“new”, “in progress” or “complete”)
- Changes from prior year



Project costs are escalated (where appropriate) to indicate the impact of inflation on construction costs in future years, based upon a five percent annual rate of inflation (unless more specific information was available). Cost escalation ensures that adequate funding is identified at the time the project is approved.

Project Appropriations reflect funding amounts and sources allocated through formal Town Council action; Project Cost Estimates summarize prior, current and future year expenditures.

Funding Sources

CIP projects are funded and financed through a variety of revenue sources that are set aside, or received by the Town. These include:

General Purpose

The Town Council annually sets aside a portion of the total General Fund revenues received, and transfers these revenues into one of four funds that are used for CIP purposes. These include the:

- **CIP General Purpose** – typically appropriated and expended for any project or improvement with no restrictions;
- **Civic Facilities Fund** – typically appropriated and expended for construction, expansion or improvement of buildings;
- **Park Facilities** – typically appropriated and expended for park or park facility construction, improvement or expansion; and
- **Pavement Management** – appropriated and expended in combination with other special revenue funds received by the Town to maintain and upgrade the condition of the pavement associated with public streets.

Special Purpose and Mitigation Funds

Special Purpose and Mitigation revenues are restricted to certain uses and are tracked and accounted for in separate funds. Special Purpose revenues are collected either directly by the Town, or through one of several Joint Powers Agreements (JPAs) that have been established to mitigate specific sub-regional or regional impacts.

Special Purpose - Town and Mitigation –

- **Child Care** – These fees are paid by new developments. Expenditures are for the development or promotion of child care facilities within Danville.
- **Commercial TIP** - Commercial Transportation Impact Fees that are collected and utilized to finance the installation of new streets, traffic signals, traffic signal interconnect and parking facilities.
- **Lighting and Landscape Assessment District (LLAD)** – Assessments paid by



- property owners for street lighting, landscape and park maintenance.
- **Measure J Return to Source** - The 18% "return to source" share of the one-half cent sales tax for transportation purposes approved by Contra Costa voters in 1988 (Measure C) and 2004 (Measure J). The Town utilizes these funds for pavement management and other purposes tied directly to transportation. Receipt of these funds is tied to compliance with the Town's General Plan Growth Management Element.
 - **Measure J Expenditure Plan** - Another component of the one-half cent sales tax program is the Measure J Expenditure Plan (including Major Streets and Contra Costa – Transportation for Livable Communities or CC-TLC). This 20-year plan represents the Contra Costa Transportation Authority's plan for capital spending on major projects throughout the County.
 - **Downtown Parking In Lieu** – A development fee providing off-site parking for downtown businesses, by building and maintaining public parking facilities.
 - **Park Dedication (Quimby Act)** – Also known as Park Land In Lieu fees, are paid by new development, including outside grants and transfers in.
 - **Residential TIP** - Residential transportation impact fees collected in the Town (apart from assessment or benefit districts) are used for projects that mitigate the additional burden added to the street system by new development.
 - **Town-wide Lighting and Landscape Assessment District (LLAD)** – Includes Transfers In and property owner assessments from Zones A and B (roadside landscaping), Zone C (street lighting), and Zone D (parks and buildings) to be utilized for eligible capital maintenance projects.
 - **Other** - Other sources include donations, funds provided by the CSA R-7A (Contra Costa County), developer fees, NERIAD (North East Roadway Improvement Assessment District), SVAD (Sycamore Valley Assessment District, including Density Increase, and Benefit District), Solid Waste Vehicle Impact Fee (VIF), American Rescue Plan Act (ARPA), and grants. These funding sources represent a significant portion of CIP funding on a cumulative basis.
 - **Gas Tax (Including Highway Users Tax Account, and Road Maintenance and Rehabilitation Account)** - State provided funding generated from excise and sales tax on fuel and vehicle license fees, to be used for transportation, street, and road maintenance purposes.

Special Purpose – JPA

- **Southern Contra Costa (SCC) and Dougherty Valley** – Regional and sub-regional transportation impact fees collected and shared by joint agreement between the Town of Danville, City of San Ramon and Contra Costa County.
- **Tri Valley Transportation Development (TVDT)** – Regional transportation impact fees collected and shared by joint agreement between the Town of Danville, City of San Ramon, and Contra Costa County.



Summary Tables

Summary Tables



Project Activity

Pr#	Project Name	CIP Funding Estimate ^a :	Obligated as of 03-30-23	Status	Priority
A-492	CENTRAL IRRIGATION SYSTEM CAPITAL MAINTENANCE	\$1,120,750	\$693,886	Under Const.	1/2
A-533	TOWN-WIDE LANDSCAPE REPLACEMENT	\$607,049	\$193,851	Under Const. Maintenance	1/2 Ongoing
A-540	TOWN FACILITY SECURITY MONITORING SYSTEM	\$80,000	\$54,487	In Plan/Design	2
A-608	STARVIEW DRIVE STORM DRAIN TRASH RACK	\$144,000	\$27,660	In Plan/Design	1/2
A-613	LOCH LOMOND WAY TRASH RACK	\$364,790	\$34,249	In Plan/Design	1
A-614	WESTRIDGE TRASH RACK MODIFICATION	\$455,000	\$27,586	In Plan/Design	1/2
B-216	TOWN SERVICE CENTER CAPITAL MAINTENANCE	\$360,443	\$174,567	Under Const. Maintenance	2 Ongoing
B-400	HAP MAGEE RANCH PARK CAPITAL MAINTENANCE	\$1,952,940	\$1,305,579	Under Const. Maintenance	2 Ongoing
B-415	CIVIC FACILITIES CAPITAL MAINTENANCE PROJECTS	\$556,016	\$365,348	Under Const. Maintenance	2 Ongoing
B-491	LIBRARY AND COMMUNITY CENTER CAPITAL MAINTENANCE	\$1,108,602	\$741,443	Under Const. Maintenance	2 Ongoing
C-017	TOWN-WIDE SIDEWALK REPAIRS	\$654,327	\$419,416	Under Const. Maintenance	3 Ongoing
C-545	TRAFFIC SIGNAL CONTROLLER UPGRADE	\$1,133,321	\$887,485	Under Const.	1/2
C-552	INTERNALLY ILLUMINATED STREET NAME SIGN LED RETROFIT	\$229,720	\$113,496	Under Const. Maintenance	1 Ongoing
C-566	TOWN-WIDE BICYCLE PARKING PROJECT	\$37,000	\$26,854	Under Const.	3
C-601	CAMINO RAMON IMPROVEMENTS	\$2,684,885	\$2,468,456	In Plan/Design	1
C-610	PAVEMENT MANAGEMENT	\$30,322,316	\$9,477,450	In Plan/Design	1

^aCIP Funding Estimate includes prior year appropriations plus current year appropriations, and for multiphased or on-going projects, it includes future year proposed appropriations.

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Summary Tables



New Projects

Pr#	Project Name	Proposed Appropriations						Total	Priority
		2023/24	2024/25	2025/26	2026/27	2027/28			
B-639	TOWN OFFICE PARKING LOT EXPANSION AND SOLAR RELOCATION-----	\$0	\$0	\$0	\$0	\$0	\$0	\$0	2
B-641	TOWN MEETING HALL TECHNOLOGY UPGRADE-----	\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000	2
TOTALS		\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000	

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Table A - Summary of Planned Appropriations and Priority

Pr#	Project Name	2023/24 Planned Appropriations	Priority
A-064	LOCAL GENERAL IMPROVEMENTS - DISABLED ACCESS-----	\$50,000 Meas J Rtrn to Src, Residential TIP	1/2 Ongoing
A-330	TOWN-WIDE STORM DRAIN SYSTEM MANAGEMENT-----	\$30,000 CIP Gen Purpose Rev, Cleanwater Program	1/2 Ongoing
A-362	DOWNTOWN IMPROVEMENT PROJECT-----	\$2,107,910 CIP Gen Purpose Rev, HSIP Grant	1
A-513	CAMINO TASSAJARA PKWY/SYCAMORE VALLEY RD SOUND WALL MAINT.----	\$50,000 CIP Gen Purpose Rev	2/3 Ongoing
A-533	TOWN-WIDE LANDSCAPE REPLACEMENT-----	\$40,000 CIP Gen Purpose Rev	1/2 Ongoing
A-558	PARKING LOT MAINTENANCE-----	\$50,000 CIP Gen Purpose Rev	2 Ongoing
A-579	TOWN-WIDE ROADWAY DAMAGE REPAIR-----	\$25,000 CIP Gen Purpose Rev	3/4 Ongoing
B-101	PARK AND RECREATION FACILITIES CAPITAL MAINTENANCE-----	\$25,000 Park Dedication Impact	2 Ongoing
B-120	TOWN-WIDE TRAILS-----	\$40,000 Park Dedication Impact	2/3 Ongoing
B-216	TOWN SERVICE CENTER CAPITAL MAINTENANCE-----	\$15,000 CIP Gen Purpose Rev	2 Ongoing
B-280	SPORTS FIELD RENOVATION-----	\$40,000 Park Dedication Impact	2 Ongoing
B-400	HAP MAGEE RANCH PARK CAPITAL MAINTENANCE-----	\$45,000 Park Dedication Impact, R-7A	2 Ongoing
B-452	SYCAMORE DAY SCHOOL BUILDING REPAIRS-----	\$5,000 CIP Gen Purpose Rev	2/3 Ongoing
B-491	LIBRARY AND COMMUNITY CENTER CAPITAL MAINTENANCE-----	\$30,000 Asset Replcmnt Library	2 Ongoing
B-493	SYNTHETIC TURF REPLACEMENT-----	\$300,000 Park Facilities	2 Ongoing
B-556	DANVILLE SOUTH PARK CAPITAL MAINTENANCE-----	\$126,000 Park Dedication Impact	1/2 Ongoing
B-560	DIABLO VISTA PARK CAPITAL MAINTENANCE-----	\$500,000 CIP Gen Purpose Rev	2/3 Ongoing
B-582	VETERANS MEMORIAL BUILDING CAPITAL MAINTENANCE-----	\$95,000 CIP Gen Purpose Rev	3/4 Ongoing
B-627	TINY FLOURISHES-----	\$10,000 CIP Gen Purpose Rev	5
B-641	TOWN MEETING HALL TECHNOLOGY UPGRADE-----	\$200,000 CIP Gen Purpose Rev	2
C-017	TOWN-WIDE SIDEWALK REPAIRS-----	\$7,000 Commercial TIP	3 Ongoing
C-305	TRAFFIC MANAGEMENT PROGRAM-----	\$50,000 CIP Gen Purpose Rev, Meas J Sub Trans 28c	2 Ongoing
C-402	EL PINTADO OVERLAY - EL CERRO BLVD. TO I-680-----	\$500,000 CIP Gen Purpose Rev	2/3
C-545	TRAFFIC SIGNAL CONTROLLER UPGRADE-----	\$30,000 Meas J Rtrn to Src	1/2
C-588	BATTERY BACKUP REPLACEMENT FOR TRAFFIC SIGNALS-----	\$25,000 Meas J Sub Trans 28c	2
C-607	IRON HORSE TRAIL CROSSING IMPROVEMENTS-----	\$350,000 Federal Earmark	1/2
C-610	PAVEMENT MANAGEMENT-----	\$3,000,000 Meas J Rtrn to Src, CIP Gen Purpose Rev, Gas Tax, Solid Waste VIF	1
C-621	TOWN-WIDE BICYCLE FACILITIES IMPROVEMENTS-----	\$50,000 Gas Tax, Meas J Sub Trans 28c	1/2
C-634	TOWN-WIDE TRAFFIC SIGNAL MODERNIZATION-----	\$2,351,360 Federal Earmark, OBAG III, Meas J Rtrn to Src, HSIP Grant	2/3
TOTAL		\$10,147,270	

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Table B - Summary of Recommended General Purpose Revenue Appropriations

Pr#	Project Name	Proposed Appropriations					Proposed Future Appropriations			TOTAL
		2023/24	2024/25	2025/26	2026/27	2027/28	2025/26	2026/27	2027/28	
A-330	TOWN-WIDE STORM DRAIN SYSTEM MANAGEMENT	\$25,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$205,000
A-362	DOWNTOWN IMPROVEMENT PROJECT	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000,000
A-513	CAMINO TASSAJARA PKWY/SYCAMORE VALLEY RD SOUND WALL MAINT.	\$50,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$450,000
A-533	TOWN-WIDE LANDSCAPE REPLACEMENT	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$200,000
A-558	PARKING LOT MAINTENANCE	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000
A-579	TOWN-WIDE ROADWAY DAMAGE REPAIR	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
B-216	TOWN SERVICE CENTER CAPITAL MAINTENANCE	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$75,000
B-452	SYCAMORE DAY SCHOOL BUILDING REPAIRS	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
B-560	DIABLO VISTA PARK CAPITAL MAINTENANCE	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000
B-582	VETERANS MEMORIAL BUILDING CAPITAL MAINTENANCE	\$95,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$95,000
B-627	TINY FLOURISHES	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
B-641	TOWN MEETING HALL TECHNOLOGY UPGRADE	\$200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$200,000
C-305	TRAFFIC MANAGEMENT PROGRAM	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
C-402	EL PINTADO OVERLAY - EL CERRO BLVD. TO I-680	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000
C-610	PAVEMENT MANAGEMENT	\$930,000	\$550,000	\$550,000	\$550,000	\$550,000	\$550,000	\$500,000	\$3,080,000	
TOTALS		\$4,470,000	\$815,000	\$815,000	\$815,000	\$815,000	\$815,000	\$765,000	\$7,680,000	

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Table C - Summary of Appropriations by Funding Source

Funding Sources	Prior Years	Proposed Appropriations					Total
		2023/24	2024/25	2025/26	2026/27	2027/28	
Asset Replcmnt Library	\$890,460	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$150,000
CIP Gen Purpose Rev	\$91,211,359	\$4,470,000	\$815,000	\$815,000	\$1,346,750	\$765,000	\$8,211,750
Civic Facilities Fund	\$25,968,222	\$0	\$27,000	\$27,000	\$27,000	\$27,000	\$108,000
Cleanwater Program	\$929,913	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
Commercial TIP	\$1,635,191	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$35,000
Federal Earmark	\$0	\$1,350,000	\$0	\$0	\$0	\$0	\$1,350,000
Gas Tax	\$4,974,029	\$780,000	\$780,000	\$780,000	\$780,000	\$780,000	\$3,900,000
Grant	\$2,995,263	\$0	\$0	\$0	\$4,104,250	\$0	\$4,104,250
HSIP Grant	\$282,000	\$639,270	\$0	\$0	\$0	\$0	\$639,270
Meas J Rtrn to Src	\$12,925,517	\$630,000	\$620,000	\$620,000	\$620,000	\$620,000	\$3,110,000
Meas J Sub Trans 28c	\$455,000	\$70,000	\$20,000	\$20,000	\$20,000	\$20,000	\$150,000
OBAG III	\$0	\$760,000	\$0	\$0	\$0	\$0	\$760,000
Park Dedication Impact	\$6,428,970	\$253,500	\$117,500	\$117,500	\$117,500	\$117,500	\$723,500
Park Facilities	\$15,710,109	\$300,000	\$1,227,124	\$633,500	\$633,500	\$633,500	\$3,427,624
R-7A	\$1,840,676	\$22,500	\$12,500	\$12,500	\$12,500	\$12,500	\$72,500
Residential TIP	\$2,030,417	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
Solid Waste VIF	\$3,013,401	\$820,000	\$900,000	\$950,000	\$1,000,000	\$1,050,000	\$4,720,000
TOTALS		\$10,147,270	\$4,571,124	\$4,027,500	\$8,713,500	\$4,077,500	\$31,536,894

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Table D - Summary of Completed Projects from the Prior Fiscal Year

Pr#	Project Name	Budgeted	Expended
B-626	TOWN OFFICE RELOCATION	\$27,009,468	\$26,116,210
TOTALS		\$27,009,468	\$26,116,210

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Summary Tables



Table E - Summary of Estimated CIP Fund Activity

CIP Funding Sources	Estimated Available June 30, 2023	2023/24	2023/24	2023/24	2027/28	Proposed Commitments in 2024/25 through 2027/28			2027/28
		Budgeted Transfers In	Recommended CIP Project	Estimated Year-end Available	2024/25	2025/26	2026/27	2027/28	Estimated Available
General Purpose									
Asset Replcmnt Library-----	\$484,148	\$0	\$30,000	\$454,148	\$30,000	\$30,000	\$30,000	\$30,000	\$334,148
CIP Gen Purpose Rev-----	\$12,236,479	\$0	\$4,470,000	\$7,766,479	\$815,000	\$1,346,750	\$765,000	\$4,024,729	
Civic Facilities Fund-----	(\$64,448)	\$72,450	\$0	\$8,002	\$27,000	\$27,000	\$27,000	(\$99,998)	
Park Facilities-----	\$6,376	\$350,000	\$300,000	\$56,376	\$1,227,124	\$633,500	\$633,500	(\$3,071,248)	
Special Purpose - Town									
ARPA-----	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Child Care Fund-----	\$301,321	\$0	\$0	\$301,321	\$0	\$0	\$0	\$301,321	
Gas Tax-----	\$2,374,297	\$780,000	\$780,000	\$2,374,297	\$780,000	\$780,000	\$780,000	(\$745,703)	
Grant-----	\$1,250,000	\$0	\$0	\$1,250,000	\$0	\$4,104,250	\$0	(\$2,854,250)	
Meas J Rtrtn to Src-----	\$120,255	\$570,000	\$630,000	\$60,255	\$620,000	\$620,000	\$620,000	(\$2,419,745)	
Meas J Major St 24C-----	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Meas J Sub Trans 28C-----	\$413,638	\$0	\$70,000	\$343,638	\$20,000	\$20,000	\$20,000	\$263,638	
Downtown Pkg In Lieu-----	\$619,478	\$0	\$0	\$619,478	\$0	\$0	\$0	\$619,478	
Park Dedication Impact-----	\$1,108,135	\$0	\$253,500	\$854,635	\$117,500	\$117,500	\$117,500	\$384,635	
Cleanwater Program-----	\$25,000	\$0	\$5,000	\$20,000	\$5,000	\$5,000	\$5,000	\$0	
Mitigation Fees									
Commercial TIP-----	\$44,569	\$0	\$7,000	\$37,569	\$7,000	\$7,000	\$7,000	\$9,569	
Misc. Development Fees-----	\$179,028	\$0	\$0	\$179,028	\$0	\$0	\$0	\$179,028	
P.E.G.-----	\$48,999	\$0	\$0	\$48,999	\$0	\$0	\$0	\$48,999	
Residential TIP-----	\$419,766	\$0	\$10,000	\$409,766	\$10,000	\$10,000	\$10,000	\$369,766	
Solid Waste VIF-----	\$71,704	\$900,000	\$820,000	\$151,704	\$900,000	\$950,000	\$1,050,000	(\$3,748,296)	
Special Purpose - JPA									
Dougherty Valley-----	\$65,598	\$0	\$0	\$65,598	\$0	\$0	\$0	\$65,598	
R-7A-----	\$250,000	\$0	\$22,500	\$227,500	\$12,500	\$12,500	\$12,500	\$177,500	
SCC Regional-----	\$2,777,762	\$0	\$0	\$2,777,762	\$0	\$0	\$0	\$2,777,762	
SCC Sub-Regional-----	\$1,038,153	\$0	\$0	\$1,038,153	\$0	\$0	\$0	\$1,038,153	
TVTD Commercial-----	\$9,184	\$0	\$0	\$9,184	\$0	\$0	\$0	\$9,184	
TVTD Residential-----	\$210,481	\$0	\$0	\$210,481	\$0	\$0	\$0	\$210,481	
TOTALS	\$23,489,923	\$2,672,450	\$7,398,000	\$18,764,373					

Note: The Estimated Year-end Available amount does not include appropriations proposed for future years. Cleanwater and P.E.G funding show capital expenditures only. 5/22/2023





Table F - Projects Funded Prior to 2023/24

Pr#	Project Name	Prior		Project Priority	Project Status	Project Estimated Start
		Appropriations	Expenditures			
A-362	DOWNTOWN IMPROVEMENT PROJECT	\$3,881,420	\$1,254,093	3,073,756	1	In Design
A-443	DIABLO ROAD (EAST) DRAINAGE IMPROVEMENTS	\$143,275	\$0	\$143,275	5	Adopted
A-530	HAP MAGEE RANCH PARK SLIDE MITIGATION	\$150,000	\$0	\$150,000	4/5	Adopted
A-558	PARKING LOT MAINTENANCE	\$139,669	\$22,735	\$116,934	2 Ongoing	In Design
A-620	FIBER OPTIC CABLE INTERCONNECT	\$1,257,297	\$84,848	1,172,449	2	In Design
B-560	DIABLO VISTA PARK CAPITAL MAINTENANCE	\$962,283	\$318,849	\$643,434	1	In Design
B-616	MULTI-SPORT SKATE PARK	\$2,506,500	\$178,020	2,328,481	1/2	In Design
B-619	GREEN VALLEY TRAIL FROM HIGHBRIDGE LANE TO DIABLO ROAD	\$10,200	\$9,800	\$400	2/3	Adopted
B-628	TOWN GREEN AND ARTS DISTRICT	\$4,133,012	\$0	4,133,012	1/2	In Design
B-629	282 FRONT STREET - ARTS DISTRICT MAKER SPACE	\$620,000	\$20,000	\$600,000	4	In Design
B-637	PICKLEBALL COURTS	\$450,000	\$0	\$450,000	1/2	Adopted
C-055	DIABLO ROAD TRAIL FROM ALAMEDA DIABLO TO TANK ACCESS ROAD	\$5,515,058	\$347,415	5,167,643	1	In Design
C-057	BLACKHAWK RD./HIDDEN OAK DR./MAGEE RANCH RD. TRAFFIC SIGNAL	\$193,370	\$0	\$193,370	5	Adopted
C-392	BRIDGE MAINTENANCE	\$1,261,305	\$164,961	1,096,344	2	In Design
C-402	EL PINTADO OVERLAY - EL CERRO BLVD. TO I-680	\$973,457	\$284,714	\$688,742	2/3	In Design
C-521	WEST EL PINTADO SIDEWALK IMPROVEMENT	\$480,197	\$5,200	\$474,997	3	In Design
C-600	SAN RAMON VALLEY BOULEVARD IMPROVEMENTS	\$2,118,005	\$6,995	2,111,010	1/2	In Design
C-634	TOWN-WIDE TRAFFIC SIGNAL MODERNIZATION	\$46,738	\$10,000	\$36,738	2/3	Adopted
TOTALS		\$24,841,786	\$2,707,630	\$22,580,585		



Table G - Project Status and Priority

Pr#	Project Name	CIP Funding Spent as of			PM/Status	Grant	Priority
		Estimate*	03-30-2023	Remainder			
C-055	DIABLO ROAD TRAIL FROM ALAMEDA DIABLO TO TANK ACCESS ROAD	\$5,699,227	\$3,471,415	\$5,351,812	AD/In Plan/Design	No	1
C-552	INTERNALLY ILLUMINATED STREET NAME SIGN LED RETROFIT	\$229,720	\$113,496	\$116,224	AD/Under Const.	Maintenance	No 1 Ongoing
C-610	PAVEMENT MANAGEMENT	\$30,322,316	\$9,477,450	\$20,844,866	NNS/In Plan/Design	No	1
A-362	DOWNTOWN IMPROVEMENT PROJECT	\$6,989,330	\$1,254,093	\$5,735,237	DF/In Plan/Design	No	1
A-613	LOCH LOMOND WAY TRASH RACK	\$364,790	\$34,249	\$330,541	NNS/In Plan/Design	No	1
C-601	CAMINO RAMON IMPROVEMENTS	\$2,684,885	\$2,468,456	\$216,429	SI/In Plan/Design	No	1
B-637	PICKLEBALL COURTS	\$450,000	\$0	\$450,000	DC/Not Started	No	1/2
C-545	TRAFFIC SIGNAL CONTROLLER UPGRADE	\$1,133,321	\$887,485	\$245,836	AD/Under Const.	Yes	1/2
A-608	STARVIEW DRIVE STORM DRAIN TRASH RACK	\$144,000	\$77,660	\$116,340	NNS/In Plan/Design	No	1/2
C-599	LA GONDA WAY BRIDGE IMPROVEMENTS	\$6,036,157	\$1,244,712	\$4,791,445	SI/In Plan/Design	No	1/2
A-614	WESTRIDGE TRASH RACK MODIFICATION	\$455,000	\$27,586	\$427,414	SI/In Plan/Design	No	1/2
B-556	DANVILLE SOUTH PARK CAPITAL MAINTENANCE	\$977,600	\$122,784	\$854,816	DC/ Maintenance	No	1/2 Ongoing
A-330	TOWN-WIDE STORM DRAIN SYSTEM MANAGEMENT	\$2,503,435	\$3,329,511	(\$826,076)	SI/In Plan/Design	Maintenance	No 1/2 Ongoing
A-492	CENTRAL IRRIGATION SYSTEM CAPITAL MAINTENANCE	\$1,120,750	\$693,886	\$426,864	AR/Under Const.	No	1/2
C-600	SAN RAMON VALLEY BOULEVARD IMPROVEMENTS	\$2,080,000	\$6,995	\$2,073,005	NNS/In Plan/Design	No	1/2
B-628	TOWN GREEN AND ARTS DISTRICT	\$4,133,012	\$0	\$4,133,012	HRP/Not Started	No	1/2
C-607	IRON HORSE TRAIL CROSSING IMPROVEMENTS	\$420,000	\$65,523	\$354,477	AD/In Plan/Design	Yes	1/2
A-533	TOWN-WIDE LANDSCAPE REPLACEMENT	\$607,049	\$193,851	\$413,198	AR/Under Const.	Maintenance	No 1/2 Ongoing
C-621	TOWN-WIDE BICYCLE FACILITIES IMPROVEMENTS	\$1,660,000	\$120,701	\$1,539,299	AD/In Plan/Design	No	1/2
A-064	LOCAL GENERAL IMPROVEMENTS - DISABLED ACCESS	\$1,585,455	\$1,019,575	\$565,880	NNS/ Maintenance	No	1/2 Ongoing
B-616	MULTI-SPORT SKATE PARK	\$2,520,000	\$178,020	\$2,341,981	HRP/On Hold	No	1/2
B-641	TOWN MEETING HALL TECHNOLOGY UPGRADE	\$200,000	\$0	\$200,000	CP/	No	2
Subtotal		\$72,316,047	\$21,613,448	\$50,702,599			
C-392	BRIDGE MAINTENANCE	\$1,405,229	\$164,961	\$1,240,268	SI/In Plan/Design	Maintenance	No 2
C-588	BATTERY BACKUP REPLACEMENT FOR TRAFFIC SIGNALS	\$135,000	\$71,137	\$63,863	AD/In Plan/Design	No	2
A-540	TOWN FACILITY SECURITY MONITORING SYSTEM	\$80,000	\$54,487	\$25,513	CP/In Plan/Design	No	2
A-558	PARKING LOT MAINTENANCE	\$199,304	\$22,735	\$176,569	NNS/ Maintenance	No	2 Ongoing
B-495	SYCAMORE VALLEY PARK CAPITAL MAINTENANCE	\$777,490	\$520,336	\$257,154	DC/ Maintenance	No	2 Ongoing
B-559	SCHOOL PARK FACILITIES CAPITAL MAINTENANCE	\$346,171	\$65,290	\$280,881	DC/ Maintenance	No	2 Ongoing
B-490	OSAGE STATION PARK IMPROVEMENTS	\$2,469,750	\$2,371,011	\$98,739	DC/ Maintenance	No	2
C-585	ELECTRIC VEHICLE CHARGING STATIONS AT TOWN-OWNED FACILITIES	\$108,084	\$103,060	\$5,024	CB/ Maintenance	No	2 Ongoing
C-418	TRAFFIC SIGNAL AND STREET LIGHT MAINTENANCE PROGRAM	\$947,018	\$675,428	\$271,590	AD/ Maintenance	Yes	2 Ongoing
C-305	TRAFFIC MANAGEMENT PROGRAM	\$1,230,807	\$732,620	\$498,187	AD/ Maintenance	No	2 Ongoing

*CIP Funding Estimate includes prior year appropriations plus current year appropriations, and for multiphased or on-going projects, it includes future year proposed appropriations. **Continued on next page**
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Summary Tables



Pr#	Project Name	CIP Funding Estimate*	Spent as of 03-30-2023	Remainder	PM/Status	Grant	Priority
B-618	TOWN-WIDE WAYFINDING AND DIRECTIONAL SIGNAGE	\$64,500	\$64,473	\$27	BR/In Plan/Design	No	2
B-493	SYNTHETIC TURF REPLACEMENT	\$7,223,326	\$4,609,702	\$2,613,624	DC/ Maintenance	No	2 Ongoing
A-620	FIBER OPTIC CABLE INTERCONNECT	\$1,780,000	\$84,848	\$1,695,152	AD/In Plan/Design	No	2
B-415	CIVIC FACILITIES CAPITAL MAINTENANCE PROJECTS	\$556,016	\$365,348	\$190,668	NT/Under Const. Maintenance	No	2 Ongoing
B-400	HAP MAGEE RANCH PARK CAPITAL MAINTENANCE	\$1,932,940	\$1,305,579	\$647,361	DC/Under Const. Maintenance	No	2 Ongoing
B-491	LIBRARY AND COMMUNITY CENTER CAPITAL MAINTENANCE	\$1,108,602	\$741,443	\$367,159	DC/Under Const. Maintenance	No	2 Ongoing
B-101	PARK AND RECREATION FACILITIES CAPITAL MAINTENANCE	\$1,820,764	\$1,584,639	\$236,125	DC/ Maintenance	No	2 Ongoing
B-280	SPORTS FIELD RENOVATION	\$1,451,458	\$1,224,773	\$226,685	DC/ Maintenance	No	2 Ongoing
B-216	TOWN SERVICE CENTER CAPITAL MAINTENANCE	\$360,443	\$174,567	\$185,875	NT/Under Const. Maintenance	No	2 Ongoing
B-120	TOWN-WIDE TRAILS	\$1,161,270	\$653,718	\$507,552	BR/In Plan/Design Maintenance	Yes	2/3 Ongoing
A-513	CAMINO TASSAJARA PKWY/SYCAMORE VALLEY RD SOUND WALL MAINT.	\$1,332,725	\$576,982	\$755,743	NNS/ Maintenance	No	2/3 Ongoing
A-514	PUBLIC PLACES FOR ART	\$236,012	\$145,870	\$90,143	HRP/In Plan/Design Maintenance	No	2/3 Ongoing
B-560	DIABLO VISTA PARK CAPITAL MAINTENANCE	\$2,062,283	\$318,849	\$1,743,434	DC/ Maintenance	No	2/3 Ongoing
B-544	OAK HILL PARK CAPITAL MAINTENANCE	\$1,367,545	\$1,174,728	\$192,817	JT/ Maintenance	No	2/3 Ongoing
C-402	EL PINTADO OVERLAY - EL CERRO BLVD. TO I-680	\$1,630,376	\$284,714	\$1,345,662	NNS/Not Started On Hold	No	2/3
B-494	OSAGE STATION PARK CAPITAL MAINTENANCE	\$430,804	\$253,752	\$177,052	JT/ Maintenance	No	2/3 Ongoing
B-553	VILLAGE THEATRE CAPITAL MAINTENANCE	\$316,813	\$194,632	\$122,181	HRP/ Maintenance	No	2/3 Ongoing
C-634	TOWN-WIDE TRAFFIC SIGNAL MODERNIZATION	\$2,401,360	\$10,000	\$2,391,360	AD/Not Started	No	2/3
B-452	SYCAMORE DAY SCHOOL BUILDING REPAIRS	\$182,139	\$74,843	\$107,296	NT/ Maintenance	No	2/3 Ongoing
B-619	GREEN VALLEY TRAIL FROM HIGHBRIDGE LANE TO DIABLO ROAD	\$20,000	\$9,800	\$10,200	BR/	No	2/3
C-598	PARK AND RIDE EXPANSION PROJECT	\$1,547,500	\$965,264	\$582,236	NNS/On Hold	No	2/3
Subtotal		\$36,705,728	\$19,599,586	\$17,106,142			
C-566	TOWN-WIDE BICYCLE PARKING PROJECT	\$37,000	\$26,854	\$10,146	AD/Under Const.	Yes	3
C-521	WEST EL PINTADO SIDEWALK IMPROVEMENT	\$485,397	\$5,200	\$480,197	SJ/On Hold	No	3
C-017	TOWN-WIDE SIDEWALK REPAIRS	\$654,327	\$419,416	\$234,912	JP/Under Const. Maintenance	No	3 Ongoing
B-328	TOWN OFFICES CAPITAL MAINTENANCE	\$390,933	\$242,916	\$148,017	NT/ Maintenance	No	3 Ongoing
C-562	TRAFFIC SIGNAL INTERCONNECT SYSTEM	\$146,804	\$132,479	\$14,325	AD/ Maintenance	No	3 Ongoing
A-482	STREET LIGHT MAINTENANCE	\$534,037	\$350,436	\$183,600	FK/ Maintenance	No	3/4 Ongoing
A-579	TOWN-WIDE ROADWAY DAMAGE REPAIR	\$300,000	\$144,621	\$155,379	DC/ Maintenance	No	3/4 Ongoing
B-582	VETERANS MEMORIAL BUILDING CAPITAL MAINTENANCE	\$389,259	\$170,760	\$218,499	NT/ Maintenance	No	3/4 Ongoing
A-561	I-680 INTERCHANGE LANDSCAPING AT SYCAMORE AND DIABLO ROADS	\$650,800	\$0	\$650,800	DC/On Hold	No	3/4
Subtotal		\$3,588,588	\$1,492,682	\$2,095,876			
B-515	SECURITY ACCESS CONTROL FOR TOWN BUILDINGS	\$247,500	\$232,029	\$15,471	CP/ Maintenance	No	4
B-629	282 FRONT STREET - ARTS DISTRICT MAKER SPACE	\$600,000	\$20,000	\$580,000	HRP/In Plan/Design	No	4
C-602	DANVILLE BOULEVARD IMPROVEMENTS	\$0	\$0	\$0	NNS/In Plan/Design	No	4/5

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Summary Tables



Pr#	Project Name	CIP Funding Spent as of Estimate*	03-30-2023 Remainder	PM/Status	Grant	Priority
Subtotal		\$847,500	\$252,029	\$595,471		
A-443	DIABLO ROAD (EAST) DRAINAGE IMPROVEMENTS-----	\$143,275	\$0	\$143,275 SJ/Not Started	No	5
B-627	TINY FLOURISHES-----	\$120,000	\$10,500	\$109,500 HRP/In Plan/Design	No	5
C-057	BLACKHAWK RD./HIDDEN OAK DR./MAGEE RANCH RD. TRAFFIC SIGNAL-----	\$193,370	\$0	\$193,370 AD/Not Started	No	5
Subtotal		\$456,645	\$10,500	\$446,145		
B-489	BOCCE COURT SHADE STRUCTURES AND GROUP PICNIC AREA-----	\$351,360	\$296,551	\$54,809 JJ/Complete 2008	No	1
B-449	SYCAMORE VALLEY AND DIABLO VISTA PARKS PLAY AREA RENOVATION-----	\$1,100,543	\$843,234	\$257,309 MLS/Complete 2008	No	1
B-451	HAP MAGEE PARKING AND STAGING AREA-----	\$800,000	\$700,441	\$99,559 ML/Complete 2008	Yes	1
C-518	FRONT STREET PEDESTRIAN IMPROVEMENTS-----	\$88,000	\$85,120	\$2,880 NS/Complete 2008	No	1
B-428	VISTA GRANDE SCHOOL/PARK PLAYFIELD RENOVATION-----	\$834,150	\$627,700	\$206,450 MLS/Complete 2008	Yes	1/2
C-455	BATTERY BACK-UP SYSTEMS FOR TRAFFIC SIGNALS-----	\$355,250	\$239,177	\$116,073 NS/Complete 2008	No	1/2
C-483	INSTALLATION OF AUDIBLE PEDESTRIAN SIGNALS AT FIVE INTERSECTIONS-----	\$66,000	\$46,483	\$19,517 NS/Complete 2008	No	1/2
Subtotal		\$3,595,303	\$2,838,705	\$756,598		
B-276	HAP MAGEE RANCH PARK PLANNING - PHASE 2-----	\$35,000	\$9,551	\$25,449 JJ/Complete 2008	No	2
B-496	DIABLO VISTA MIDDLE SCHOOL GYMNASIUM AND TEEN CENTER-----	\$800,000	\$774,191	\$25,809 ML/Complete 2008	No	2/3
A-464	EL CERRO BOULEVARD MEDIAN RENOVATION-----	\$246,580	\$164,884	\$81,696 MH/Complete 2008	No	2/3
Subtotal		\$1,081,580	\$948,627	\$132,953		
C-503	PAVEMENT MANAGEMENT PROGRAM-----	\$4,200,000	\$4,202,878	(\$2,878)SCL/Complete 2009	No	1
A-271	PARKING LOT MAINTENANCE AT EAST BAY FELLOWSHIP CHURCH-----	\$1,284,553	\$1,274,083	\$10,470 JAC/Complete 2009	No	1/2
C-486	SYCAMORE VALLEY ROAD IMPROVEMENTS EAST OF CAMINO RAMON-----	\$752,122	\$442,059	\$310,063 NS/Complete 2009	No	1/2
Subtotal		\$6,236,675	\$5,919,020	\$317,655		
B-543	MONTE VISTA COMMUNITY POOL SHADE STRUCTURE-----	\$74,000	\$76,758	(\$2,758)ML/Complete 2009	No	3/4
Subtotal		\$74,000	\$76,758	(\$2,758)		
C-517	IRON HORSE TRAIL CORRIDOR CONCEPT PLAN-----	\$66,000	\$33,000	\$33,000 TJW/Complete 2009	Yes	5
Subtotal		\$66,000	\$33,000	\$33,000		
B-286	VILLAGE THEATRE RENOVATIONS AND IMPROVEMENTS-----	\$1,597,160	\$1,593,288	\$3,872 MLS/Complete 2010	No	1
C-511	DIABLO AND GREEN VALLEY ROAD IMPROVEMENTS (ARRA)-----	\$1,008,063	\$1,008,063	\$0 RJA/Complete 2010	Yes	1
C-365	GREEN VALLEY ROAD STREET REPAIR-----	\$20,202	\$0	\$20,202 MAS/Complete 2010	Yes	1
A-462	CLYDESDALE DRIVE MEDIAN IMPROVEMENTS-----	\$23,100	\$15,128	\$7,972 SCL/Complete 2010	No	1/2
Subtotal		\$2,648,525	\$2,616,478	\$32,047		
B-520	HAP MAGEE RANCH PARK GROUP PICNIC AREA SHADE STRUCTURE-----	\$165,000	\$127,567	\$37,433 JT/Complete 2010	No	2
B-423	VILLAGE THEATRE SECURITY IMPROVEMENT-----	\$98,500	\$97,610	\$890 RC/Complete 2010	No	2
A-316	DOWNTOWN DIRECTIONAL SIGNAGE-----	\$13,700	\$13,700	\$0 JB/Complete 2010	No	2/3
Subtotal		\$277,200	\$238,877	\$38,323		
B-507	RAILROAD PLAZA-----	\$250,464	\$241,892	\$8,572 BR/Complete 2010	No	3

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Summary Tables



Pr#	Project Name	CIP Funding Spent as of Estimate*	03-30-2023	Remainder	PM/Status	Grant	Priority
B-512	WOODBINE BRIDGE REPLACEMENT AND PEDESTRIAN WALKWAY	\$505,965	\$354,484	\$151,481	MAS/Complete 2010	Yes	3/4
Subtotal		\$756,429	\$596,376	\$160,053			
B-471	SPORTS FIELD LIGHTING UPGRADE	\$45,000	\$36,396	\$8,604	JJ/Complete 2010	No	4
C-046	TOWN-WIDE TRAFFIC SIGNAL INTERCONNECT	\$690,584	\$524,489	\$166,095	NS/Complete 2010	No	4
Subtotal		\$735,584	\$560,885	\$174,699			
C-457	DIABLO ROAD BRIDGE SLOPE REPAIR	\$657,419	\$657,805	(\$386)	SCL/Complete 2011	No	1
C-430	WEST EL PINTADO SIDEWALK STRUCTURAL REPAIR	\$732,284	\$615,868	\$116,416	SCL/Complete 2011	No	1
B-510	VETERANS MEMORIAL BUILDING	\$8,428,654	\$8,412,408	\$16,246	MLS/Complete 2011	No	1
C-487	SYCAMORE VALLEY ROAD AND I-680 ON-RAMP IMPROVEMENTS	\$1,095,321	\$533,501	\$561,820	NS/Complete 2011	No	1
C-239	MAJOR ARTERIAL OVERLAYS	\$301,405	\$275,309	\$26,096	SCL/Complete 2011	No	1
C-546	HARTZ AND PROSPECT AVENUES INTERSECTION IMPROVEMENTS	\$127,720	\$128,220	(\$500)	JJW/Complete 2011	No	1
B-466	OSAGE PARKING LOTS PAVEMENT REPAIR AND EXPANSION	\$603,282	\$507,510	\$95,772	MAS/Complete 2011	No	1/2
B-565	SWIMMING POOL AT SAN RAMON VALLEY HIGH SCHOOL	\$500,000	\$500,000	\$0	MLS/Complete 2011	No	1/2
B-548	OAK HILL PARK COMMUNITY CENTER DOORS	\$204,000	\$165,901	\$38,099	AM/Complete 2011	No	1/2
C-547	PAVEMENT MANAGEMENT PROGRAM	\$4,000,000	\$4,064,296	(\$64,296)	JJA/Complete 2011	No	1/2
Subtotal		\$16,650,085	\$15,860,818	\$789,267			
C-554	TASSAJARA RANCH RD AND ZENITH RIDGE STREET LIGHT IMPROVEMENT	\$50,000	\$0	\$50,000	JJ/Complete 2011	No	3
Subtotal		\$50,000	\$0	\$50,000			
A-530	HAP MAGEE RANCH PARK SLIDE MITIGATION	\$150,000	\$0	\$150,000	RE/Not Started Complete 2011	No	4/5
Subtotal		\$150,000	\$0	\$150,000			
C-240	TASSAJARA RANCH DRIVE MEDIAN AND BICYCLE LANES	\$850,546	\$823,725	\$26,821	MAS/Complete 2012	No	1
A-563	DOWNTOWN TRASH RECEPTACLE REPLACEMENT	\$207,788	\$205,519	\$2,269	JB/Complete 2012	Yes	1
A-606	AUTOMATED LICENSE PLATE READER & SITUATIONAL AWARENESS CAMERAS	\$1,167,360	\$801,855	\$365,505	AS/Complete 2012	Maintenanc	No 1/2 Ongoing
Subtotal		\$2,225,694	\$1,831,099	\$394,595			
A-549	HIGHWAY ADVISORY RADIO (HAR) SYSTEM	\$120,000	\$111,582	\$8,418	GG/Complete 2012	No	2
Subtotal		\$120,000	\$111,582	\$8,418			
A-531	SOLAR PHOTOVOLTAIC SYSTEM	\$1,339,579	\$1,233,660	\$105,919	SCL/Complete 2013	No	1
B-539	TOWN MEETING HALL AUDIO AND VISUAL PROJECTION SYSTEM	\$266,043	\$266,043	\$0	SCL/Complete 2013	No	1/2
A-458	SAN RAMON CREEK REALIGNMENT AT EL CAPITAN BRIDGE	\$607,048	\$602,739	\$4,309	MAS/Complete 2013	Maintena	Yes 1/2
B-557	SAN RAMON VALLEY H. S. TENNIS COURT REPLACEMENT LIGHTING	\$82,500	\$51,309	\$31,191	MH/Complete 2013	No	1/2
A-504	FRONT STREET REPAIR (FEMA)	\$880,402	\$874,576	\$5,826	SCL/Complete 2013	Maintenan	Yes 1/2
C-523	DOWNTOWN CROSSWALK ENHANCEMENTS	\$182,625	\$142,996	\$39,629	AD/Complete 2013	No	1/2
Subtotal		\$3,358,197	\$3,171,324	\$186,874			
A-583	UTILITY VAULT ACCESS SECURITY	\$10,000	\$10,000	\$0	DC/Complete 2013	No	2/3
Subtotal		\$10,000	\$10,000	\$0			

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Summary Tables



Pr#	Project Name	CIP Funding Spent as of		PM/Status	Grant	Priority
		Estimate*	03-30-2023 Remainder			
A-505	EL PINTO ROAD REPAIR (FEMA)	\$341,575	\$341,575	\$0 SCL/Complete 2013	Yes	3
B-550	MUNICIPAL SERVICE CENTER WASTE TRANSFER AREA	\$145,000	\$0	\$145,000 BR/Complete 2013 On Hold	No	4
Subtotal		\$486,575	\$341,575	\$145,000		
C-587	SAN RAMON VALLEY BOULEVARD GAP CLOSURE SOUND WALL	\$7,420,000	\$7,120,000	\$300,000 TJW/Complete 2014	No	1
C-570	PAVEMENT MANAGEMENT PROGRAM	\$2,000,000	\$1,995,233	\$4,767 RJA/Complete 2014	No	1/2
Subtotal		\$9,420,000	\$9,115,233	\$304,767		
A-241	CROW CANYON ROAD SOUND WALLS	\$1,134,825	\$1,126,373	\$8,452 RJA/Complete 2014	No	2
A-266	TOWN-WIDE WAYFINDING AND DIRECTIONAL SIGNAGE	\$221,800	\$186,636	\$35,164 JB/Complete 2014	Yes	2/3
Subtotal		\$1,356,625	\$1,313,009	\$43,616		
C-577	PAVEMENT MANAGEMENT PROGRAM	\$6,000,000	\$5,076,934	\$923,066 SCL/Complete 2015	No	1
C-319	HARTZ AVENUE BEAUTIFICATION - LINDA MESA TO RAILROAD	\$8,717,211	\$8,714,874	\$2,337 MAS/Complete 2015	Yes	1
C-391	HARTZ AVENUE BEAUTIFICATION - LINDA MESA TO DIABLO RD	\$385,326	\$355,442	\$29,884 MAS/Complete 2015	No	1
C-405	RAILROAD AVENUE IMPROVEMENTS PROSPECT TO SCHOOL	\$2,350,296	\$2,263,757	\$86,539 MAS/Complete 2015	Yes	1
B-591	BOCCE BALL COURT EXPANSION AT SYCAMORE VALLEY PARK	\$1,473,414	\$1,411,777	\$61,637 BR/Complete 2015	No	1/2
C-586	SAN RAMON VALLEY BOULEVARD WIDENING	\$759,898	\$758,741	\$1,157 SCL/Complete 2015	No	1/2
Subtotal		\$19,686,145	\$18,581,525	\$1,104,620		
B-450	PARK SYSTEM SIGNAGE	\$228,000	\$224,314	\$3,686 BR/Complete 2015	No	2
C-589	LAWRENCE ROAD TRAFFIC SAFETY IMPROVEMENTS	\$75,000	\$57,208	\$17,792 AD/Complete 2015	No	2
C-527	SAN RAMON VALLEY BLVD. & IRON HORSE TRAIL SIGNAL ENHANCEMENT	\$10,000	\$6,726	\$3,274 AD/Complete 2015	No	2/3
Subtotal		\$313,000	\$288,247	\$24,753		
C-605	RAILROAD AVENUE DECORATIVE CROSSWALKS AND PAVEMENT OVERLAY	\$479,400	\$446,742	\$32,658 NNS/Complete 2016	No	1
C-603	DANVILLE AND EL CERRO BOULEVARD PARKING IMPROVEMENTS	\$34,000	\$15,383	\$18,617 AD/Complete 2016	No	1/2
Subtotal		\$513,400	\$462,125	\$51,275		
C-592	ROSE STREET PARKING FACILITY	\$6,125,906	\$5,733,679	\$392,227 SJ/Complete 2017	No	1
C-508	CAMINO TASSAJARA/CROW CANYON SAFETEA-LU IMPROVEMENTS	\$7,882,745	\$7,421,697	\$461,048 SJ/Complete 2017	Yes	1
C-595	PAVEMENT MANAGEMENT PROGRAM	\$6,104,838	\$5,033,989	\$1,070,849 NNS/Complete 2017	No	1
A-612	TOWN SERVICE CENTER SLIDE DRAINAGE REPAIR	\$28,000	\$18,945	\$9,055 BR/Complete 2017	No	1/2
A-615	CAMINO ENCANTO AT DEL AMIGO STORM DRAIN REPLACEMENT	\$0	\$0	\$0 NNS/Complete 2017	No	1/2
Subtotal		\$20,141,489	\$18,208,310	\$1,933,179		
C-584	DANVILLE VARIOUS STREETS AND ROADS PRESERVATION	\$2,164,763	\$2,452,339	(\$287,576) SJ/Complete 2018	Yes	1/2
Subtotal		\$2,164,763	\$2,452,339	(\$287,576)		
B-597	VILLAGE THEATRE PARKING LOT IMPROVEMENTS	\$9,208,700	\$8,967,757	\$240,943 SJ/Complete 2019	No	1
A-580	TOWN OFFICE IMPROVEMENTS	\$4,241,800	\$90,094	\$4,151,706 SJ/Complete 2019	No	1/2
C-593	FRONT STREET CREEK BANK STABILIZATION	\$922,400	\$900,224	\$22,176 SJ/Complete 2019	No	1/2
B-617	TOWN GREEN AND ARTS DISTRICT MASTER PLAN	\$21,000	\$20,590	\$410 BR/Not Started	No	1/2

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*CIP Funding Estimate includes prior year appropriations plus current year appropriations, and for multiphased or on-going projects, it includes future year proposed appropriations.





**CIP Funding Spent as of
Estimate* 03-30-2023 Remainder PM/Status Grant Priority**

Pr#	Project Name	Estimate*	03-30-2023	Remainder	PM/Status	Grant	Priority
Subtotal		\$14,393,900	\$9,978,664	\$4,415,236			
B-611	SYCAMORE VALLEY PARK DRAINAGE IMPROVEMENTS-----	\$172,500	\$88,264	\$84,236	BR/Complete 2020	No	1
C-594	STUDENT PARKING AT SAN RAMON VALLEY HIGH SCHOOL-----	\$1,450,000	\$1,450,000	\$0	JAC/Complete 2020	No	1/2
Subtotal		\$1,622,500	\$1,538,264	\$84,236			
C-596	SAN RAMON VALLEY CREEK FOOTBRIDGE AT DANVILLE GREEN-----	\$900,000	\$655,602	\$244,398	BR/Complete 2020	No	2
Subtotal		\$900,000	\$655,602	\$244,398			
C-578	SAN RAMON VALLEY BOULEVARD SLURRY SEAL AND STRIPING (SOUTH)-----	\$0	\$0	\$0	NNS/In Plan/Design Complete 2	No	1/2
Subtotal		\$0	\$0	\$0			
C-609	TOWN-WIDE BICYCLE MASTER PLAN-----	\$100,000	\$99,955	\$45	AD/In Plan/Design Complete 20	No	2
B-574	VISTA GRANDE STREET/BRET HARTE PARK PEDESTRIAN IMPROVEMENTS-----	\$249,524	\$225,928	\$23,596	BR/In Plan/Design Complete 20	Yes	2/3
Subtotal		\$349,524	\$325,882	\$23,642			
B-626	TOWN OFFICE RELOCATION-----	\$27,009,468	\$26,116,210	\$893,258	JAC/Complete 2023	No	1
Subtotal		\$27,009,468	\$26,116,210	\$893,258			
Total		\$250,307,138	\$167,158,780	\$83,148,358			

*CIP Funding Estimate includes prior year appropriations plus current year appropriations, and for multiphased or on-going projects, it includes future year proposed appropriations.

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Table H - Project Cost Summary by Park Site

Pr#	Project Name	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Status	Priority
Danville South									
B-556	DANVILLE SOUTH PARK CAPITAL MAINTENANCE	\$411,600	\$126,000	\$170,000	\$90,000	\$90,000	\$90,000	Ongoing Maintenance	1/2 Ongoing
TOTALS		\$411,600	\$126,000	\$170,000	\$90,000	\$90,000	\$90,000		
Diablo Road Trail									
C-055	DIABLO ROAD TRAIL FROM ALAMEDA DIABLO TO TANK ACCESS ROAD	\$5,699,227	\$0	\$0	\$0	\$0	\$0	In Plan/Design	1
TOTALS		\$5,699,227	\$0	\$0	\$0	\$0	\$0		
Diablo Vista									
B-560	DIABLO VISTA PARK CAPITAL MAINTENANCE	\$962,283	\$500,000	\$150,000	\$150,000	\$150,000	\$150,000	Ongoing Maintenance	2/3 Ongoing
TOTALS		\$962,283	\$500,000	\$150,000	\$150,000	\$150,000	\$150,000		
Green Valley Trail									
B-619	GREEN VALLEY TRAIL FROM HIGHBRIDGE LANE TO DIABLO ROAD	\$20,000	\$0	\$0	\$0	\$0	\$0		2/3
TOTALS		\$20,000	\$0	\$0	\$0	\$0	\$0		
Hap Magee Ranch									
B-400	HAP MAGEE RANCH PARK CAPITAL MAINTENANCE	\$1,807,940	\$45,000	\$25,000	\$25,000	\$25,000	\$25,000	Under Construction Ongoing Maintenance	2 Ongoing
TOTALS		\$1,807,940	\$45,000	\$25,000	\$25,000	\$25,000	\$25,000		
Iron Horse Trail									
C-607	IRON HORSE TRAIL CROSSING IMPROVEMENTS	\$70,000	\$350,000	\$0	\$0	\$0	\$0	In Plan/Design	1/2
TOTALS		\$70,000	\$350,000	\$0	\$0	\$0	\$0		
Multiple Parks									
B-101	PARK AND RECREATION FACILITIES CAPITAL MAINTENANCE	\$1,695,764	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	Ongoing Maintenance	2 Ongoing
B-120	TOWN-WIDE TRAILS	\$961,270	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	In Plan/Design Ongoing Maintenance	2/3 Ongoing
B-280	SPORTS FIELD RENOVATION	\$1,251,458	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	Ongoing Maintenance	2 Ongoing
B-493	SYNTHETIC TURF REPLACEMENT	\$4,534,702	\$300,000	\$888,624	\$300,000	\$300,000	\$300,000	Ongoing Maintenance	2 Ongoing
B-559	SCHOOL PARK FACILITIES CAPITAL MAINTENANCE	\$286,171	\$0	\$15,000	\$15,000	\$15,000	\$15,000	Ongoing Maintenance	2 Ongoing
TOTALS		\$8,729,364	\$405,000	\$1,008,624	\$420,000	\$420,000	\$420,000		

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Summary Tables



Pr#	Project Name	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Status	Priority
Oak Hill									
B-427	OAK HILL MASTER PLAN - PHASE 2	\$0	\$0	\$0	\$0	\$0	\$0	On Hold Unfunded	5
B-544	OAK HILL PARK CAPITAL MAINTENANCE	\$1,223,545	\$0	\$36,000	\$36,000	\$36,000	\$36,000	Ongoing Maintenance	2/3 Ongoing
	TOTALS	\$1,223,545	\$0	\$36,000	\$36,000	\$36,000	\$36,000		
Osage Station									
B-490	OSAGE STATION PARK IMPROVEMENTS	\$2,469,750	\$0	\$0	\$0	\$0	\$0		2
B-494	OSAGE STATION PARK CAPITAL MAINTENANCE	\$380,804	\$0	\$12,500	\$12,500	\$12,500	\$12,500	Ongoing Maintenance	2/3 Ongoing
	TOTALS	\$2,850,554	\$0	\$12,500	\$12,500	\$12,500	\$12,500		
Sycamore Valley									
B-495	SYCAMORE VALLEY PARK CAPITAL MAINTENANCE	\$657,490	\$0	\$30,000	\$30,000	\$30,000	\$30,000	Ongoing Maintenance	2 Ongoing
B-522	SYCAMORE VALLEY PARK PICNIC AREA RESTROOMS	\$0	\$0	\$689,000	\$0	\$0	\$0	On Hold Unfunded	5
	TOTALS	\$657,490	\$0	\$719,000	\$30,000	\$30,000	\$30,000		
	GRAND TOTALS	\$22,432,001	\$2,121,124	\$763,500	\$763,500	\$763,500	\$763,500		
	TOTALS	\$1,426,000	\$763,500	\$763,500	\$763,500	\$763,500	\$763,500		

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Summary Tables



Table I - Project Cost Summary by Building Site

Pr#	Project Name	2023/24	2024/25	2025/26	2026/27	2027/28	Status	Priority
Day School								
B-452	SYCAMORE DAY SCHOOL BUILDING REPAIRS	\$157,139	\$5,000	\$5,000	\$5,000	\$5,000	Maintenance	2/3 Ongoing
TOTAL		\$157,139	\$5,000	\$5,000	\$5,000	\$5,000		
Library								
B-491	LIBRARY AND COMMUNITY CENTER CAPITAL MAINTENANCE	\$958,602	\$30,000	\$30,000	\$30,000	\$30,000	Under Construction	2 Ongoing
TOTAL		\$958,602	\$30,000	\$30,000	\$30,000	\$30,000		
Multiple Buildings								
B-415	CIVIC FACILITIES CAPITAL MAINTENANCE PROJECTS	\$556,016	\$0	\$0	\$0	\$0	Under Construction	2 Ongoing
B-515	SECURITY ACCESS CONTROL FOR TOWN BUILDINGS	\$247,500	\$0	\$0	\$0	\$0		4
B-559	SCHOOL PARK FACILITIES CAPITAL MAINTENANCE	\$286,171	\$0	\$15,000	\$15,000	\$15,000	Maintenance	2 Ongoing
C-585	ELECTRIC VEHICLE CHARGING STATIONS AT TOWN-OWNED FACILITIES	\$108,084	\$0	\$0	\$0	\$0		2 Ongoing
TOTAL		\$1,197,770	\$0	\$15,000	\$15,000	\$15,000		
Oak Hill Community Center								
B-544	OAK HILL PARK CAPITAL MAINTENANCE	\$1,223,545	\$0	\$36,000	\$36,000	\$36,000	Maintenance	2/3 Ongoing
TOTAL		\$1,223,545	\$0	\$36,000	\$36,000	\$36,000		
Service Center								
B-216	TOWN SERVICE CENTER CAPITAL MAINTENANCE	\$285,443	\$15,000	\$15,000	\$15,000	\$15,000	Under Construction	2 Ongoing
TOTAL		\$285,443	\$15,000	\$15,000	\$15,000	\$15,000		
Town Office								
B-328	TOWN OFFICES CAPITAL MAINTENANCE	\$390,933	\$0	\$0	\$0	\$0	Maintenance	3 Ongoing
TOTAL		\$390,933	\$0	\$0	\$0	\$0		
Veterans Building								
B-582	VETERANS MEMORIAL BUILDING CAPITAL MAINTENANCE	\$234,259	\$95,000	\$15,000	\$15,000	\$15,000	Maintenance	3/4 Ongoing
TOTAL		\$234,259	\$95,000	\$15,000	\$15,000	\$15,000		
Village Theatre								
B-553	VILLAGE THEATRE CAPITAL MAINTENANCE	\$268,813	\$0	\$12,000	\$12,000	\$12,000	Maintenance	2/3 Ongoing
TOTAL		\$268,813	\$0	\$12,000	\$12,000	\$12,000		
GRAND TOTALS		\$4,716,503	\$145,000	\$128,000	\$128,000	\$128,000		

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Table J - Downtown Projects Cost Summary

Pr#	Project Name	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Status	Priority
A-362	DOWNTOWN IMPROVEMENT PROJECT	\$3,881,420	\$2,107,910	\$0	\$0	\$0	\$0	In Plan/Design	1
B-618	TOWN-WIDE WAYFINDING AND DIRECTIONAL SIGNAGE	\$64,500	\$0	\$0	\$0	\$0	\$0	In Plan/Design	2
C-566	TOWN-WIDE BICYCLE PARKING PROJECT	\$37,000	\$0	\$0	\$0	\$0	\$0	Under Construction	3
C-585	ELECTRIC VEHICLE CHARGING STATIONS AT TOWN-OWNED FACILITIES--	\$108,084	\$0	\$0	\$0	\$0	\$0	Ongoing	2
C-599	LA GONDA WAY BRIDGE IMPROVEMENTS	\$1,400,157	\$0	\$0	\$0	\$4,636,000	\$0	In Plan/Design	1/2
C-600	SAN RAMON VALLEY BOULEVARD IMPROVEMENTS	\$2,080,000	\$0	\$0	\$0	\$0	\$0	In Plan/Design	1/2
GRAND TOTAL		\$7,571,161	\$2,107,910	\$0	\$0	\$4,636,000	\$0		

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Table K - Proposed Green Infrastructure Projects

Pr#	Project Name	Proposed Appropriations (including Green Infrastructure)					Proposed Future Appropriations (including Green Infrastructure)		
		2023/24	2024/25	2025/26	2026/27	2027/28	2025/26	2026/27	2027/28
A-064	LOCAL GENERAL IMPROVEMENTS - DISABLED ACCESS-----	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$0
A-330	TOWN-WIDE STORM DRAIN SYSTEM MANAGEMENT-----	\$30,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$0
A-362	DOWNTOWN IMPROVEMENT PROJECT-----	\$2,107,910	\$0	\$0	\$0	\$0	\$0	\$0	\$0
A-443	DIABLO ROAD (EAST) DRAINAGE IMPROVEMENTS-----	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
A-492	CENTRAL IRRIGATION SYSTEM CAPITAL MAINTENANCE-----	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
A-533	TOWN-WIDE LANDSCAPE REPLACEMENT-----	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$0
A-558	PARKING LOT MAINTENANCE-----	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
A-561	I-680 INTERCHANGE LANDSCAPING AT SYCAMORE AND DIABLO ROADS-----	\$0	\$360,000	\$215,800	\$0	\$0	\$0	\$0	\$0
B-120	TOWN-WIDE TRAILS-----	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$0
B-216	TOWN SERVICE CENTER CAPITAL MAINTENANCE-----	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$0
B-280	SPORTS FIELD RENOVATION-----	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$0
B-400	HAP MAGREE RANCH PARK CAPITAL MAINTENANCE-----	\$45,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$0
B-415	CIVIC FACILITIES CAPITAL MAINTENANCE PROJECTS-----	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
B-452	SYCAMORE DAY SCHOOL BUILDING REPAIRS-----	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$0
B-490	OSAGE STATION PARK IMPROVEMENTS-----	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
B-491	LIBRARY AND COMMUNITY CENTER CAPITAL MAINTENANCE-----	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$0
B-493	SYNTHETIC TURF REPLACEMENT-----	\$300,000	\$813,624	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$0
B-494	OSAGE STATION PARK CAPITAL MAINTENANCE-----	\$0	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$0
B-495	SYCAMORE VALLEY PARK CAPITAL MAINTENANCE-----	\$0	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$0
B-544	OAK HILL PARK CAPITAL MAINTENANCE-----	\$0	\$36,000	\$36,000	\$36,000	\$36,000	\$36,000	\$36,000	\$0
B-550	MUNICIPAL SERVICE CENTER WASTE TRANSFER AREA-----	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
B-553	VILLAGE THEATRE CAPITAL MAINTENANCE-----	\$0	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$0
B-556	DANVILLE SOUTH PARK CAPITAL MAINTENANCE-----	\$126,000	\$170,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$0
B-559	SCHOOL PARK FACILITIES CAPITAL MAINTENANCE-----	\$0	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$0
B-560	DIABLO VISTA PARK CAPITAL MAINTENANCE-----	\$500,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$0

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Summary Tables



Pr#	Project Name	2023/24	2024/25	2025/26	2026/27	2027/28
B-582	VETERANS MEMORIAL BUILDING CAPITAL MAINTENANCE-----	\$95,000	\$15,000	\$15,000	\$15,000	\$15,000
B-619	GREEN VALLEY TRAIL FROM HIGHBRIDGE LANE TO DIABLO ROAD-----	\$0	\$0	\$0	\$0	\$0
B-637	PICKLEBALL COURTS-----	\$0	\$0	\$0	\$0	\$0
C-017	TOWN-WIDE SIDEWALK REPAIRS-----	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000
C-055	DIABLO ROAD TRAIL FROM ALAMEDA DIABLO TO TANK ACCESS ROAD-----	\$0	\$0	\$0	\$0	\$0
C-392	BRIDGE MAINTENANCE-----	\$0	\$0	\$0	\$0	\$0
C-521	WEST EL PINTADO SIDEWALK IMPROVEMENT-----	\$0	\$0	\$0	\$0	\$0
C-552	INTERNALLY ILLUMINATED STREET NAME SIGN LED RETROFIT-----	\$0	\$0	\$0	\$0	\$0
C-566	TOWN-WIDE BICYCLE PARKING PROJECT-----	\$0	\$0	\$0	\$0	\$0
C-578	SAN RAMON VALLEY BOULEVARD SLURRY SEAL AND STRIPING (SOUTH)-----	\$0	\$0	\$0	\$0	\$0
C-585	ELECTRIC VEHICLE CHARGING STATIONS AT TOWN-OWNED FACILITIES-----	\$0	\$0	\$0	\$0	\$0
C-588	BATTERY BACKUP REPLACEMENT FOR TRAFFIC SIGNALS-----	\$25,000	\$0	\$0	\$0	\$0
C-598	PARK AND RIDE EXPANSION PROJECT-----	\$0	\$0	\$0	\$0	\$0
C-600	SAN RAMON VALLEY BOULEVARD IMPROVEMENTS-----	\$0	\$0	\$0	\$0	\$0
C-601	CAMINO RAMON IMPROVEMENTS-----	\$0	\$0	\$0	\$0	\$0
TOTALS		\$3,505,910	\$1,916,124	\$1,178,300	\$962,500	\$962,500

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Pavement Management Program



Pavement Management Program

The Town of Danville Pavement Management Program provides maintenance history and a pavement condition index (PCI) for all public streets in Danville using software provided by the Metropolitan Transportation Commission (MTC). The MTC software is used within the Bay Area region.

The Town annually performs pavement maintenance on public streets to the extent that funds are available. Streets are selected based on PCI, location, and type of maintenance application. Maintenance applications are slurry seals, rubberized cape seal and pavement overlays. Slurry seals are thin applications of liquid asphalt mixed with sand or rock chips. Rubberized cape seal is a two-step process which starts with an application of a rubberized asphalt chip base followed by a slurry seal coat. Asphalt overlays are 1 to 4-inch thick layers of hot asphalt applied to the road surface.

Streets with the same type of maintenance application are grouped together to help to reduce the cost of the project. Streets are also selected based on the PCI. The PCI is determined by field inspection of the actual pavement condition. New streets start at 100 and as streets age the rating drops. The Town Council's goal is an average PCI of 70 and an average annual expenditure of \$3,000,000.

Completed Pavement Maintenance Projects for Fiscal Year 2022/23:

Ashland Court	Creighton Way	Headland Court	Stanton Court
Ashland Way	Crestridge Court	Heartland Court	Stratford Court
Auburn Court	Crestridge Drive	Hidden Crest Court	Summerfield Court
Barrenger Drive	Crown Valley Court	Horizon Court	Summerfield Street
Carlyle Court	Dana Highlands Ct	Julie Court	Weatherly Court
Carole Meadows Ct	Devonshire Court	Kingston Drive	Westwich Street
Chadborne Court	Diablo View Court	Liverpool Street	Windchime Drive
Chadborne Drive	Donald Court	Manchester Street	Windsor Court
Chatsworth Court	Dover Court	Northview Court	Wood Ranch Circle
Cimarron Court	Fairview Street	Panorama Court	Wood Ranch Rd (NB)
Country Hills Court	Foothill Court	Scenic Court	Wood Ranch Rd (SB)
Countryside Court	Grandview Court	Shady Oak Court	

Proposed Pavement Maintenance Projects for Fiscal Year 2023/24

The following streets are candidates for a pavement maintenance treatment:

Adobe Drive	Benjamin Lane	Casablanca St (West)	Culet Ranch Road
Alta Vista Way	Blackstone Hollow	Casolyn Ranch Court	Cumberland Court
Ambience Way	Bobbie Drive	Castille Court	Dolphin Drive
Antelope Court	Brookside Drive	Cerro Court	Discovery Court
Antelope Ridge	Brookside Place	Cloverbrook Drive	Dove Creek Lane
Barrons Place	Carole Meadows Court	Cross Bridge Dr	Dubost Court
Belleterre Drive	Casablanca St (East)	Cross Bridge Place	Dunhill Court

Pavement Management Program



El Capitan Drive	Jasmine Court	Mission Drive	Sage Hill Court
El Pintado Road	Jasmine Way	Mission Place	San Rey Place
El Portal Road	Junewood Court	Mockingbird Place	Sarah Court
Enterprise Drive	La Pera Circle	Monte Carlo Way	Serene Place
Everett Court	La Pera Court	Mountain Ridge Drive	Shelterwood Court
Everett Drive	Laurelwood Drive	Murcia Court	Shelterwood Drive
Everett Place	Lawrence Road	Narcissus Court	Shelterwood Lane
Fairwood Court	Leonard Court	Nerine Court	Shelterwood Place
Farragut Place	Liberta Court	New Boston Court	Siena Place
Fieldcrest Court	Liberta Place	North Forest Hills Place	Squirrel Ridge Way
Fieldstone Drive	Lily Court	North Oak Court	Tassajara Lane
Fontaine Court	Lodgehill Court	Nugget Court	Timberline Court
Fontaine Drive	MacGregor Place	Ogawa Court	Timberview Court
Franciscan Court	MacKenzie Place	Old Blackhawk Road	Trish Court
Franciscan Drive	Macpherson Place	Orange Blossom Way	Tunbridge Road
Fulton Court	Maison Drive	Padilla Court	Turrini Circle
Fulton Way	Mapleglen Court	Paraiso Court	Turrini Court
Gerbera Court	Marigold Court	Paraiso Drive	Turrini Drive
Goldstone Court	Marques Court	Parkhaven Drive	Tuscany Way
Green Gables Court	Marques Place	Peters Ranch Road	Verde Mesa Drive
Greenlawn Drive	Matadera Court	Plumeria Court	Verona Court
Hideaway Court	Mccauley Road	Provence Road	Viewpoint Drive
Homestead Court	Meadow Blossom Court	Pulido Court	Waingarth Way
Hope Lane	Melsenna Court	Pulido Road	Wildwood Court
Hornet Court	Merrimac Court	Rassani Drive	Winterwood Court
Hornet Drive	Merrimac Place	Richard Lane	Zenith Ridge Drive
Indian Home Road	Messian Place	Rockport Court	

See Project C-610 for more information about expenditures and funding.





Table L - Projects Contributing to Overall Town Pavement Condition Index

Pr#	Project Name	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	Status
A-362	DOWNTOWN IMPROVEMENT PROJECT	\$3,881,420	\$2,107,910	\$0	\$0	\$0	\$0	In Plan/Design
B-560	DIABLO VISTA PARK CAPITAL MAINTENANCE	\$962,283	\$500,000	\$150,000	\$150,000	\$150,000	\$150,000	In Plan/Design
C-402	EL PINTADO OVERLAY - EL CERRO BLVD. TO I-680	\$1,130,376	\$500,000	\$0	\$0	\$0	\$0	Not Started
C-600	SAN RAMON VALLEY BOULEVARD IMPROVEMENTS	\$2,080,000	\$0	\$0	\$0	\$0	\$0	In Plan/Design
C-601	CAMINO RAMON IMPROVEMENTS	\$2,684,885	\$0	\$0	\$0	\$0	\$0	In Plan/Design
C-602	DANVILLE BOULEVARD IMPROVEMENTS	\$0	\$0	\$0	\$0	\$0	\$0	In Plan/Design
C-610	PAVEMENT MANAGEMENT	\$16,072,316	\$3,000,000	\$2,750,000	\$2,800,000	\$2,850,000	\$2,850,000	In Plan/Design
C-315	FRONT, ROSE, AND LINDA MESA STREET IMPROVEMENTS	\$547,272	\$0	\$0	\$0	\$0	\$0	Construction Complete 1999
A-331	SAN RAMON VALLEY BLVD. STREET REPAIR	\$747,583	\$0	\$0	\$0	\$0	\$0	Construction Complete 2000
A-360	DANVILLE BLVD. STREET REPAIR	\$548,861	\$0	\$0	\$0	\$0	\$0	Construction Complete 2000
A-383	CAMINO RAMON OVERLAY (NORTH)	\$333,220	\$0	\$0	\$0	\$0	\$0	Construction Complete 2000
A-361	EL CERRO SUBDRAIN	\$115,830	\$0	\$0	\$0	\$0	\$0	Construction Complete 2001
A-367	CAMINO RAMON (SOUTH) STREET REPAIR	\$89,589	\$0	\$0	\$0	\$0	\$0	Construction Complete 2001
A-366	DIABLO ROAD STREET REPAIR WEST	\$334,467	\$0	\$0	\$0	\$0	\$0	Construction Complete 2002
A-369	SYCAMORE VALLEY ROAD STREET REPAIR	\$778,000	\$0	\$0	\$0	\$0	\$0	Construction Complete 2002
A-370	CAMINO TASSAJARA STREET REPAIR	\$711,000	\$0	\$0	\$0	\$0	\$0	Construction Complete 2002
A-386	CAMINO TASSAJARA STREET REPAIR - OLD ORCHARD TO SYCAMORE VALLEY	\$372,826	\$0	\$0	\$0	\$0	\$0	Construction Complete 2002
C-306	PAVEMENT MANAGEMENT PROGRAM	\$7,091,901	\$0	\$0	\$0	\$0	\$0	Construction Complete 2003
A-411	HARTZ AVENUE PAVEMENT REPAIR	\$267,598	\$0	\$0	\$0	\$0	\$0	Construction Complete 2005
A-431	CAMARITAS WAY AND CAMARITAS COURT RECONSTRUCTION	\$363,384	\$0	\$0	\$0	\$0	\$0	Construction Complete 2005
A-441	LA GONDA WAY STREET IMPROVEMENTS	\$34,550	\$0	\$0	\$0	\$0	\$0	Construction Complete 2005
C-475	CENTURY CIRCLE AND WAY PAVEMENT RECONSTRUCTION	\$364,000	\$0	\$0	\$0	\$0	\$0	Construction Complete 2005
A-364	DIABLO ROAD STREET REPAIR EAST PHASE 2	\$822,288	\$0	\$0	\$0	\$0	\$0	Construction Complete 2006
C-473	PAVEMENT MANAGEMENT PROGRAM	\$1,050,000	\$0	\$0	\$0	\$0	\$0	Construction Complete 2006
C-503	PAVEMENT MANAGEMENT PROGRAM	\$4,200,000	\$0	\$0	\$0	\$0	\$0	Construction Complete 2009
C-365	GREEN VALLEY ROAD STREET REPAIR	\$20,202	\$0	\$0	\$0	\$0	\$0	Construction Complete 2010
C-511	DIABLO AND GREEN VALLEY ROAD IMPROVEMENTS (ARRA)	\$1,008,063	\$0	\$0	\$0	\$0	\$0	Construction Complete 2010
C-239	MAJOR ARTERIAL OVERLAYS	\$301,405	\$0	\$0	\$0	\$0	\$0	Construction Complete 2011
C-547	PAVEMENT MANAGEMENT PROGRAM	\$4,000,000	\$0	\$0	\$0	\$0	\$0	Construction Complete 2011
C-240	TASSAJARA RANCH DRIVE MEDIAN AND BICYCLE LANES	\$850,546	\$0	\$0	\$0	\$0	\$0	Construction Complete 2012
C-570	PAVEMENT MANAGEMENT PROGRAM	\$2,000,000	\$0	\$0	\$0	\$0	\$0	Construction Complete 2014
C-319	HARTZ AVENUE BEAUTIFICATION - LINDA MESA TO RAILROAD	\$8,717,211	\$0	\$0	\$0	\$0	\$0	Construction Complete 2015
C-391	HARTZ AVENUE BEAUTIFICATION - LINDA MESA TO DIABLO RD	\$385,326	\$0	\$0	\$0	\$0	\$0	Construction Complete 2015
C-577	PAVEMENT MANAGEMENT PROGRAM	\$6,000,000	\$0	\$0	\$0	\$0	\$0	Construction Complete 2015

5/22/2023

Continued on next page

Pavement Management Program



Pr#	Project Name	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	Status
C-586	SAN RAMON VALLEY BOULEVARD WIDENING-----	\$759,898	\$0	\$0	\$0	\$0	\$0	Construction Complete 2015
C-605	RAILROAD AVENUE DECORATIVE CROSSWALKS AND PAVEMENT OVERLAY----	\$479,400	\$0	\$0	\$0	\$0	\$0	Construction Complete 2016
C-508	CAMINO TASSAJARA/CROW CANYON SAFETEA-LU IMPROVEMENTS-----	\$7,882,745	\$0	\$0	\$0	\$0	\$0	Construction Complete 2017
C-595	PAVEMENT MANAGEMENT PROGRAM-----	\$6,104,838	\$0	\$0	\$0	\$0	\$0	Construction Complete 2017
C-584	DANVILLE VARIOUS STREETS AND ROADS PRESERVATION-----	\$2,164,763	\$0	\$0	\$0	\$0	\$0	Construction Complete 2018
C-578	SAN RAMON VALLEY BOULEVARD SLURRY SEAL AND STRIPING (SOUTH)-----	\$0	\$0	\$0	\$0	\$0	\$0	In Plan/Design Construction Complete 2021
TOTALS		\$86,258,045	\$6,107,910	\$2,900,000	\$2,950,000	\$3,000,000	\$3,000,000	





Projects

General Improvements



Index of General Improvements by Project Number

Pr#	Project Name	Page	Status
A-064	LOCAL GENERAL IMPROVEMENTS - DISABLED ACCESS-----	CIP31	Design, Modified
A-330	TOWN-WIDE STORM DRAIN SYSTEM MANAGEMENT-----	CIP32	Design, Modified
A-362	DOWNTOWN IMPROVEMENT PROJECT-----	CIP33	Design, Modified
A-443	DIABLO ROAD (EAST) DRAINAGE IMPROVEMENTS-----	CIP34	Adopted
A-482	STREET LIGHT MAINTENANCE-----	CIP35	Design
A-492	CENTRAL IRRIGATION SYSTEM CAPITAL MAINTENANCE-----	CIP36	Construction
A-513	CAMINO TASSAJARA PKWY/SYCAMORE VALLEY RD SOUND WALL MAINT.-----	CIP37	Construction, Modified
A-514	PUBLIC PLACES FOR ART-----	CIP38	Design
A-529	DIABLO RD RETAINING WALL REPLACEMENT GREEN VLY TO CLYDESDALE-----	CIP39	Adopted, Unfunded
A-533	TOWN-WIDE LANDSCAPE REPLACEMENT-----	CIP40	Construction, Modified
A-540	TOWN FACILITY SECURITY MONITORING SYSTEM-----	CIP41	Design
A-558	PARKING LOT MAINTENANCE-----	CIP42	Design
A-561	I-680 INTERCHANGE LANDSCAPING AT SYCAMORE AND DIABLO ROADS-----	CIP43	Adopted, Unfunded
A-579	TOWN-WIDE ROADWAY DAMAGE REPAIR-----	CIP44	Construction, Modified
A-608	STARVIEW DRIVE STORM DRAIN TRASH RACK-----	CIP45	Adopted, Modified
A-613	LOCH LOMOND WAY TRASH RACK-----	CIP46	Adopted, Modified
A-614	WESTRIDGE TRASH RACK MODIFICATION-----	CIP47	Adopted, Modified
A-620	FIBER OPTIC CABLE INTERCONNECT-----	CIP48	Adopted, Modified



Index of General Improvements by Project Name

Pr#	Project Name	Page	Status
A-513	CAMINO TASSAJARA PKWY/SYCAMORE VALLEY RD SOUND WALL MAINT.	CIP37	Construction, Modified
A-492	CENTRAL IRRIGATION SYSTEM CAPITAL MAINTENANCE	CIP36	Construction
A-529	DIABLO RD RETAINING WALL REPLACEMENT GREEN VLY TO CLYDESDALE	CIP39	Adopted, Unfunded
A-443	DIABLO ROAD (EAST) DRAINAGE IMPROVEMENTS	CIP34	Adopted
A-362	DOWNTOWN IMPROVEMENT PROJECT	CIP33	Design, Modified
A-620	FIBER OPTIC CABLE INTERCONNECT	CIP48	Adopted, Modified
A-561	I-680 INTERCHANGE LANDSCAPING AT SYCAMORE AND DIABLO ROADS	CIP43	Adopted, Unfunded
A-064	LOCAL GENERAL IMPROVEMENTS - DISABLED ACCESS	CIP31	Design, Modified
A-613	LOCH LOMOND WAY TRASH RACK	CIP46	Adopted, Modified
A-558	PARKING LOT MAINTENANCE	CIP42	Design
A-514	PUBLIC PLACES FOR ART	CIP38	Design
A-608	STARVIEW DRIVE STORM DRAIN TRASH RACK	CIP45	Adopted, Modified
A-482	STREET LIGHT MAINTENANCE	CIP35	Design
A-540	TOWN FACILITY SECURITY MONITORING SYSTEM	CIP41	Design
A-533	TOWN-WIDE LANDSCAPE REPLACEMENT	CIP40	Construction, Modified
A-579	TOWN-WIDE ROADWAY DAMAGE REPAIR	CIP44	Construction, Modified
A-330	TOWN-WIDE STORM DRAIN SYSTEM MANAGEMENT	CIP32	Design, Modified
A-614	WESTRIDGE TRASH RACK MODIFICATION	CIP47	Adopted, Modified

6/6/2023





LOCAL GENERAL IMPROVEMENTS - DISABLED ACCESS

CIP No: A-064 | STATUS: In Design | GREEN PROJECT: Yes | PRIORITY: 1/2 Ongoing | PROJECT MANAGER: NNS



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

This project includes annual construction of handicap ramps, sidewalks, traffic signal modifications, and public park access on an as-needed basis during the upcoming five-year period. Improvements will be selected on the basis of pedestrian traffic volume and where handicap accessibility is needed.

Improvements will be installed in locations not affected by new development that would otherwise build the improvement.

The Town's ADA Transition Plan will be used to prioritize projects.

2020/21: Brookside Drive ADA Improvements (Complete)

Future Project: Cameo Drive ADA Improvements

DESCRIPTION OF MODIFICATIONS:

Updated description and added funding for 2027/28.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$108,369	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$128,369
Construction	\$1,202,132	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$1,427,132
Inspection & Admin.	\$24,955	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$29,955
Total Cost Estimate:	\$1,335,455	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$1,585,455
Total Expenditure:	\$1,019,575	Unexpended: \$315,880 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Meas J Rtrn to Src	\$205,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$405,000
Residential TIP	\$1,130,455	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$1,180,455
Total Funding:	\$1,335,455	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$1,585,455

RATIONALE FOR PROPOSED PROJECT:

This project provides funding for smaller projects that are typically not part of a major CIP project yet require capital investment.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
Additional Town direct operating costs per year: \$0



TOWN-WIDE STORM DRAIN SYSTEM MANAGEMENT

CIP No: A-330 | STATUS: In Design

GREEN PROJECT: Yes

PRIORITY: 1/2 Ongoing

PROJECT MANAGER: SJ



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

This project provides for ongoing capital replacement and maintenance of the Town-wide drainage system. Project includes drainage improvements and maintenance for areas identified in the Storm Drainage Master Plan.

2020/21 Perform a condition assessment and develop a Storm Drainage Master Plan

2022/23 Elsie Drive Storm Drain Replacement (Complete)
Greenbrook Drive Storm Drain Repair (Complete)

2023/24 Diablo Road Culvert Replacement (Complete)

Future Projects: Vista Grande Drainage Improvements
Lomitas Drive Storm Drain Replacement
Van Patten Drainage Improvements
Stetson Drive Drainage Improvements

DESCRIPTION OF MODIFICATIONS:

Updated description.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$236,742	\$0	\$0	\$0	\$0	\$0	\$236,742
Construction	\$3,690,714	\$30,000	\$50,000	\$50,000	\$50,000	\$50,000	\$3,920,714
Inspection & Admin.	\$34,979	\$0	\$0	\$0	\$0	\$0	\$34,979
Transfer	(\$165,000)	\$0	\$0	\$0	\$0	\$0	(\$165,000)
Total Cost Estimate:	\$3,797,435	\$30,000	\$50,000	\$50,000	\$50,000	\$50,000	\$4,027,435
Total Expenditure:	\$3,329,511	Unexpended: \$632,924 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$3,061,305	\$25,000	\$45,000	\$45,000	\$45,000	\$45,000	\$3,266,305
Cleanwater Program	\$653,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$678,000
Developer Contribution	\$83,130	\$0	\$0	\$0	\$0	\$0	\$83,130
Total Funding:	\$3,797,435	\$30,000	\$50,000	\$50,000	\$50,000	\$50,000	\$4,027,435

RATIONALE FOR PROPOSED PROJECT:

Maintenance of the existing storm drain system is needed on an ongoing basis.

EXPECTED IMPACT ON OPERATING BUDGET:

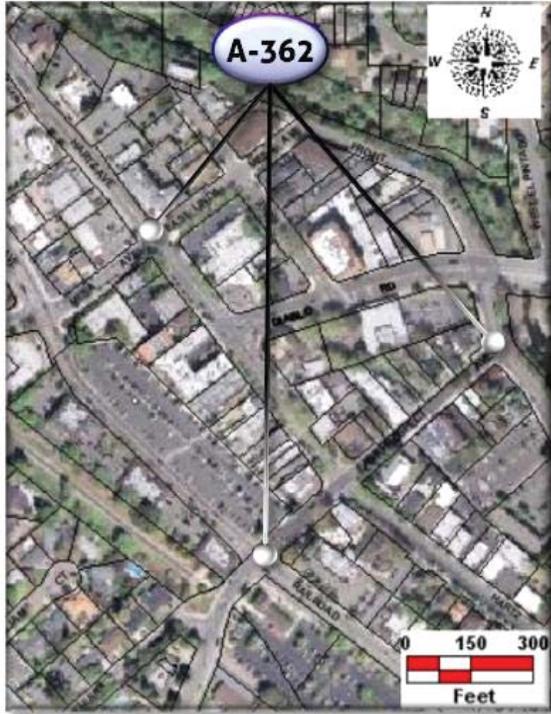
Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



DOWNTOWN IMPROVEMENT PROJECT

CIP No: A-362 | STATUS: In Design | GREEN PROJECT: Yes | PRIORITY: 1 | PROJECT MANAGER: DF



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

The intent of the Danville Downtown Master Plan Update is to carry the vision of the original Downtown Master Plan (adopted in 1986) forward while adapting to community needs including a desire for more gathering spaces, stronger connections to and through the downtown, enhanced pedestrian safety and opportunities to play, recreate, celebrate and appreciate art and culture. The Downtown Master Plan was adopted by Town Council on September 6, 2022.

- Project 1 - DMP Catalyst Project Design Concept Phase (COMPLETE)
- Project 2 - DMP Catalyst Project Construction Design
- Project 3 - Construction Phase

HSIP grant has been secured to partially fund the project.

ARPA funds transferred from Project B-626. (\$500k)

DESCRIPTION OF MODIFICATIONS:

Updated project funding and description.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$546,000	\$350,000	\$0	\$0	\$0	\$0	\$896,000
Construction	\$3,228,070	\$1,757,910	\$0	\$0	\$0	\$0	\$4,985,980
Inspection & Admin.	\$107,350	\$0	\$0	\$0	\$0	\$0	\$107,350
Total Cost Estimate:	\$3,881,420	\$2,107,910	\$0	\$0	\$0	\$0	\$5,989,330
Total Expenditure:	\$1,254,093	Unexpended: \$3,627,328 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
ARPA	\$3,250,000	\$500,000	\$0	\$0	\$0	\$0	\$3,750,000
CIP Gen Purpose Rev	\$481,420	\$1,500,000	\$0	\$0	\$0	\$0	\$1,981,420
HSIP Grant	\$0	\$107,910	\$0	\$0	\$0	\$0	\$107,910
LLAD Zone C	\$150,000	\$0	\$0	\$0	\$0	\$0	\$150,000
Total Funding:	\$3,881,420	\$2,107,910	\$0	\$0	\$0	\$0	\$5,989,330

RATIONALE FOR PROPOSED PROJECT:

Enhance the Downtown experience.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0





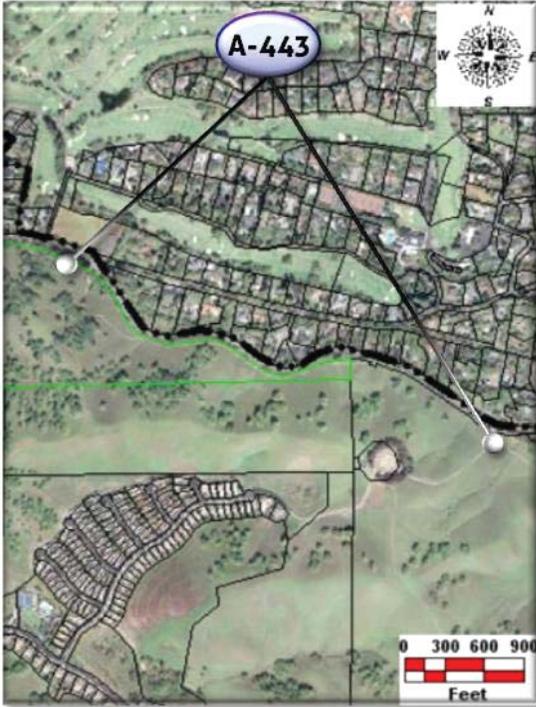
DIABLO ROAD (EAST) DRAINAGE IMPROVEMENTS

CIP No: A-443 | STATUS: Adopted

GREEN PROJECT: Yes

PRIORITY: 5

PROJECT MANAGER: SJ



PROJECT DESCRIPTION AND LOCATION:

In storm situations Diablo Road, across from the Diablo Country Club, has extensive silt runoff from the uphill side of the road causing roadside ditches to overflow. This has necessitated street closures and significant inconvenience to residents.

This project will modify the existing retaining wall, expand and improve the roadside ditches and install headwalls adjacent to existing storm drain crossings.

Connect existing storm drain line. \$11,000.
 Modify retaining wall. \$44,000.
 Install 1000 L.F. of concrete lined ditch behind the retaining wall. \$43,175.

Repair existing metal guard rail. \$22,000

DESCRIPTION OF MODIFICATIONS:

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$98,175	\$0	\$0	\$0	\$0	\$0	\$98,175
Construction	\$40,900	\$0	\$0	\$0	\$0	\$0	\$40,900
Inspection & Admin.	\$4,200	\$0	\$0	\$0	\$0	\$0	\$4,200
Total Cost Estimate:	\$143,275	\$0	\$0	\$0	\$0	\$0	\$143,275
Total Expenditure:	\$0	Unexpended: \$143,275 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$22,000	\$0	\$0	\$0	\$0	\$0	\$22,000
NERIAD	\$121,275	\$0	\$0	\$0	\$0	\$0	\$121,275
Total Funding:	\$143,275	\$0	\$0	\$0	\$0	\$0	\$143,275

RATIONALE FOR PROPOSED PROJECT:

Improvements to the roadside drainage will reduce emergency callouts and will reduce silt runoff into the storm drain system.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0



STREET LIGHT MAINTENANCE

CIP No: A-482 | STATUS: In Design | GREEN PROJECT: No | PRIORITY: 3/4 Ongoing | PROJECT MANAGER: FK



PROJECT DESCRIPTION AND LOCATION:

The Town's deteriorating wood pole street lights will need to be replaced on an ongoing basis.

In addition, this project may be used for maintenance and repair of the Town's street lights system.

Replace remaining Town-owned street lights, parking lot lights, pathway lights, and park facilities lights with LED fixtures as appropriate at:

Village Theatre, Clock Tower Parking Lot, Town Library, Sycamore Valley Park, Hap Magee Ranch Park, Diablo Vista Park, Oak Hill Park, Town Offices, and Town Service Center. (COMPLETE)

Remove and replace existing "shoe box" HPS parking lot lights with motion sensing LED lights. (COMPLETE)

DESCRIPTION OF MODIFICATIONS:

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$534,037	\$0	\$0	\$0	\$0	\$0	\$534,037
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost Estimate:	\$534,037	\$0	\$0	\$0	\$0	\$0	\$534,037
Total Expenditure:	\$350,436	Unexpended: \$183,600 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$276,282	\$0	\$0	\$0	\$0	\$0	\$276,282
LLAD Zone C	\$257,754	\$0	\$0	\$0	\$0	\$0	\$257,754
Total Funding:	\$534,037	\$0	\$0	\$0	\$0	\$0	\$534,037

RATIONALE FOR PROPOSED PROJECT:

Some wood pole streetlights are in need of replacement. Other street light maintenance is ongoing.

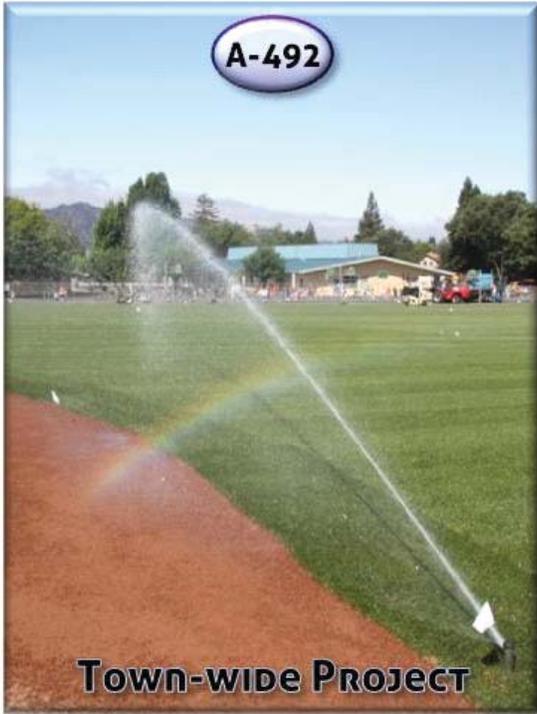
EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0



CENTRAL IRRIGATION SYSTEM CAPITAL MAINTENANCE

CIP No: A-492 | STATUS: In Construction | GREEN PROJECT: Yes | PRIORITY: 1/2 | PROJECT MANAGER: AR



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Replacement of existing antiquated central irrigation system. Provides for access to all units from a central location, computer to support necessary software and hardware, and replacement of field units to enable programming from a central location.

System includes built-in capabilities for programming water features and lighting amenities at all park sites and is expandable to include addition of possible rain gauges and weather stations.

Phase 1: Diablo Vista, Sycamore Valley, Osage Station, Oak Hill, and Hap Magee Parks (COMPLETE)

Phase 2: Roadside Zones A and B (COMPLETE)

Phase 3: Research and implement other water savings measures to reduce water costs. Continue to implement UgMO system.

DESCRIPTION OF MODIFICATIONS:

Revised funding.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
Construction	\$1,090,750	\$0	\$0	\$0	\$0	\$0	\$1,090,750
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost Estimate:	\$1,120,750	\$0	\$0	\$0	\$0	\$0	\$1,120,750
Total Expenditure:	\$693,886	Unexpended: \$426,864 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
ARPA	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CIP Gen Purpose Rev	\$423,612	\$0	\$0	\$0	\$0	\$0	\$423,612
Park Facilities	\$697,138	\$0	\$0	\$0	\$0	\$0	\$697,138
Total Funding:	\$1,120,750	\$0	\$0	\$0	\$0	\$0	\$1,120,750

RATIONALE FOR PROPOSED PROJECT:

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



CAMINO TASSAJARA PKWY/SYCAMORE VALLEY RD SOUND WALL MAINT.

CIP No: A-513 | STATUS: In Design | GREEN PROJECT: No | PRIORITY: 2/3 Ongoing | PROJECT MANAGER: NNS



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Establish an ongoing maintenance program for the sound walls maintained by the Town, generally along Camino Tassajara Parkway and Sycamore Valley Road.

Estimates of future wall maintenance costs based on last year indicated additional funding is needed to maintain current quality standards and repair failures.

DESCRIPTION OF MODIFICATIONS:

Increased funding for FY 24-27.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$865,420	\$50,000	\$100,000	\$100,000	\$100,000	\$100,000	\$1,315,420
Inspection & Admin.	\$17,305	\$0	\$0	\$0	\$0	\$0	\$17,305
Total Cost Estimate:	\$882,725	\$50,000	\$100,000	\$100,000	\$100,000	\$100,000	\$1,332,725
Total Expenditure:	\$576,982	Unexpended: \$305,743 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$757,725	\$50,000	\$100,000	\$100,000	\$100,000	\$100,000	\$1,207,725
LLAD Zone B	\$125,000	\$0	\$0	\$0	\$0	\$0	\$125,000
Total Funding:	\$882,725	\$50,000	\$100,000	\$100,000	\$100,000	\$100,000	\$1,332,725

RATIONALE FOR PROPOSED PROJECT:

Ongoing maintenance is needed for the 25 year old infrastructure.

EXPECTED IMPACT ON OPERATING BUDGET:

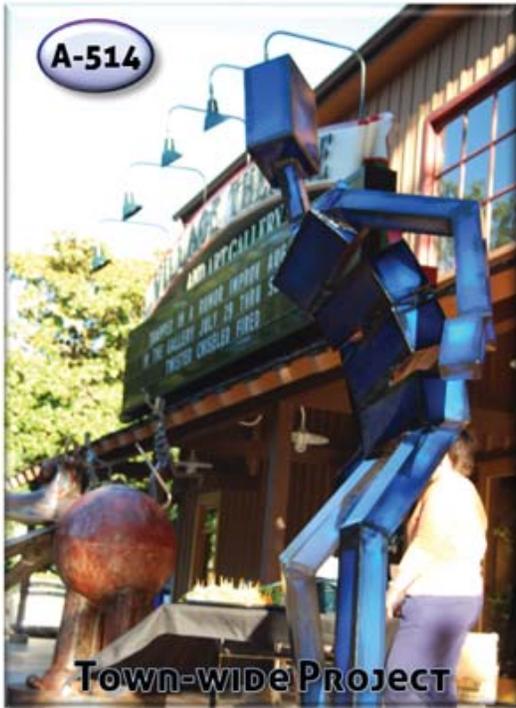
Additional worker hours required to maintain per year: 150

Additional Town direct operating costs per year: \$0



PUBLIC PLACES FOR ART

CIP No: A-514 | STATUS: In Design | GREEN PROJECT: No | PRIORITY: 2/3 Ongoing | PROJECT MANAGER: HRP



PROJECT DESCRIPTION AND LOCATION:

This project has been recommended by the Arts Commission and the Parks, Recreation, and Arts Strategic Plan.

This project will help develop a plan to integrate public art into parks and facilities which will include identifying potential places to exhibit both permanent and temporary art in public places. Methods may include:

- Commissioning artwork
- Integrating art into play areas
- Artist designed or embellished site furnishings (benches, bollards, bike racks, etc.)
- Embellishing utility infrastructure
- Temporary and Permanent Art Displays

DESCRIPTION OF MODIFICATIONS:

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$236,012	\$0	\$0	\$0	\$0	\$0	\$236,012
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost Estimate:	\$236,012	\$0	\$0	\$0	\$0	\$0	\$236,012
Total Expenditure:	\$145,870	Unexpended: \$90,142 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$120,000	\$0	\$0	\$0	\$0	\$0	\$120,000
Donation	\$116,012	\$0	\$0	\$0	\$0	\$0	\$116,012
Total Funding:	\$236,012	\$0	\$0	\$0	\$0	\$0	\$236,012

RATIONALE FOR PROPOSED PROJECT:

Will provide the Town with a plan to deal with requests for displaying art in public spaces in a comprehensive fashion.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0

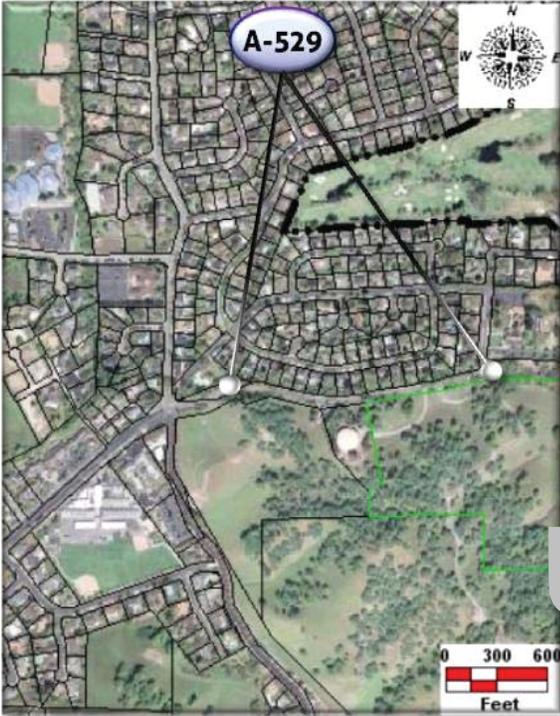


DIABLO RD RETAINING WALL REPLACEMENT GREEN VLY TO CLYDESDALE

CIP No: A-529 | STATUS: Adopted

GREEN PROJECT: Yes | PRIORITY: 1/2

PROJECT MANAGER: SJ



This project is currently unfunded.

PROJECT DESCRIPTION AND LOCATION:

Replace 1300 LF of 7 foot maximum height retaining wall along north side of Diablo Road between Green Valley Road and Clydesdale Drive. The existing wall provides structural support for the roadway and adjacent multi-use path.

This project requires state and federal resource agency permits.

UNFUNDED

DESCRIPTION OF MODIFICATIONS:

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$75,246	\$0	\$0	\$0	\$0	\$0	\$75,246
Construction	\$451,473	\$0	\$0	\$0	\$0	\$0	\$451,473
Inspection & Admin.	\$30,500	\$0	\$0	\$0	\$0	\$0	\$30,500
Total Cost Estimate:	\$557,219	\$0	\$0	\$0	\$0	\$0	\$557,219
Total Expenditure:	\$0	Unexpended: \$0 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Unfunded-87	\$557,219	\$0	\$0	\$0	\$0	\$0	\$557,219
Total Funding:	\$557,219	\$0	\$0	\$0	\$0	\$0	\$557,219

RATIONALE FOR PROPOSED PROJECT:

Existing retaining wall is failing leading to loss of trail and additional road maintenance.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 38
 Additional Town direct operating costs per year: \$2,500





TOWN-WIDE LANDSCAPE REPLACEMENT

CIP No: A-533 | STATUS: In Construction | GREEN PROJECT: Yes | PRIORITY: 1/2 Ongoing | PROJECT MANAGER: AR



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Re-landscaping and irrigation upgrades of roadside and turf areas to increase productivity and efficient use of water resources.

Sites include:

- Camino Tassajara @ Gate Tree Drive.
- Camino Tassajara @ Tassajara Lane. (COMPLETE)
- W. Prospect Ave. @ Iron Horse Trail.
- Front Street Mini-Park.
- San Ramon Valley Road @ Iron Horse Trail. (COMPLETE)
- Crow Canyon Road (both sides).
- Anderson East and West shrubs.
- Cameo Crest shrubs.
- North Ridge shrubs.
- Messiah Lutheran Church shrubs and turf
- Danville Boulevard shrubs

DESCRIPTION OF MODIFICATIONS:

Updated description and added funding for 2027/28.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$16,551	\$0	\$0	\$0	\$0	\$0	\$16,551
Construction	\$390,498	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$590,498
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost Estimate:	\$407,049	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$607,049
Total Expenditure:	\$193,851	Unexpended: \$213,198 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$386,013	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$586,013
LLAD Zone A	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LLAD Zone B	\$21,036	\$0	\$0	\$0	\$0	\$0	\$21,036
Park Facilities	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Funding:	\$407,049	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$607,049

RATIONALE FOR PROPOSED PROJECT:

Better use of the water resource and use of plant material native to this area.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0



TOWN FACILITY SECURITY MONITORING SYSTEM

CIP No: A-540 | STATUS: In Construction | GREEN PROJECT: No | PRIORITY: 2 | PROJECT MANAGER: CP



PROJECT DESCRIPTION AND LOCATION:

Development of a comprehensive and integrated plan to monitor activities at town facilities that require additional security.

Phase 1: Plan and development; installation of system infrastructure and surveillance equipment at Village Theatre. (COMPLETE)

Phase 2: Installation of system infrastructure and surveillance equipment at Oak Hill Park Community Center. (COMPLETE)

Phase 3: Installation of system infrastructure and surveillance equipment at:

- Town Offices (500 La Gonda)
- Danville Community Center
- Library and Community Center
- Veterans Hall
- Village Theatre/Town Meeting Hall
- Maintenance Service Center

DESCRIPTION OF MODIFICATIONS:

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Construction	\$70,000	\$0	\$0	\$0	\$0	\$0	\$70,000
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost Estimate:	\$80,000	\$0	\$0	\$0	\$0	\$0	\$80,000
Total Expenditure:	\$54,487	Unexpended: \$25,513 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$80,000	\$0	\$0	\$0	\$0	\$0	\$80,000
Total Funding:	\$80,000	\$0	\$0	\$0	\$0	\$0	\$80,000

RATIONALE FOR PROPOSED PROJECT:

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0



PARKING LOT MAINTENANCE

CIP No: A-558 | STATUS: In Design | GREEN PROJECT: Yes | PRIORITY: 2 Ongoing | PROJECT MANAGER: NNS



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Maintain the following town-owned facilities:

- Front Street Parking Lot
- Clocktower Parking Lot
- Railroad Depot Parking Lot
- Library and Community Center Parking Lot
- Village Theatre and Town Meeting Hall Parking Lot
- Municipal Service Center Parking Lot (including Church)
- Town Office Parking Lot

Parking lots located in parks will be maintained with each park maintenance project.

Ongoing maintenance includes landscaping, striping, surface repair, lighting, and irrigation. Maintenance and repair will be on an as-needed basis.

FY 23/24: Develop priority list and design phase

DESCRIPTION OF MODIFICATIONS:

Updated description and added funding.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000
Capital Maintenance	\$149,304	\$0	\$0	\$0	\$0	\$0	\$149,304
Total Cost Estimate:	\$149,304	\$50,000	\$0	\$0	\$0	\$0	\$199,304
Total Expenditure:	\$22,735	Unexpended: \$126,569 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000
Meas J Rtrn to Src	\$149,304	\$0	\$0	\$0	\$0	\$0	\$149,304
Total Funding:	\$149,304	\$50,000	\$0	\$0	\$0	\$0	\$199,304

RATIONALE FOR PROPOSED PROJECT:

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0



I-680 INTERCHANGE LANDSCAPING AT SYCAMORE AND DIABLO ROADS

CIP No: A-561 | STATUS: Adopted

GREEN PROJECT: Yes | PRIORITY: 3/4

PROJECT MANAGER: DC



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Renovation and re-landscaping in the freeway interchanges at Sycamore Valley and Diablo Roads. Project includes new landscaping and irrigation system, repairs and upgrades.

Project provides funds for low maintenance effort.

This project requires adoption from the local California Garden Club and also needs Caltrans approval.

2023/24: Continue to explore landscaping options and feasibility with Caltrans.

DESCRIPTION OF MODIFICATIONS:

Updated project description.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$75,000	\$0	\$350,000	\$207,000	\$0	\$0	\$632,000
Inspection & Admin.	\$0	\$0	\$10,000	\$8,800	\$0	\$0	\$18,800
Total Cost Estimate:	\$75,000	\$0	\$360,000	\$215,800	\$0	\$0	\$650,800
Total Expenditure:	\$0	Unexpended: \$75,000 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$75,000	\$0	\$0	\$0	\$0	\$0	\$75,000
Unfunded-87	\$0	\$0	\$360,000	\$215,800	\$0	\$0	\$575,800
Total Funding:	\$75,000	\$0	\$360,000	\$215,800	\$0	\$0	\$650,800

RATIONALE FOR PROPOSED PROJECT:

Beautification of Danville's freeway interchanges.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 210
 Additional Town direct operating costs per year: \$25,000



TOWN-WIDE ROADWAY DAMAGE REPAIR

CIP No: A-579 | STATUS: In Construction | GREEN PROJECT: No | PRIORITY: 3/4 Ongoing | PROJECT MANAGER: DC



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Repair damage to guardrails, retaining walls, asphalt berms, street signs, town-owned street light poles, roadside irrigation controllers, traffic signals poles, landscaping, trash cans, and other roadside street infrastructure.

Funds from this capital project may be used when cost recovery has failed.

Completed projects:

2019/20: Windstorm damage repairs
Soundwall repair following traffic accident

2021/22: Repaired damages caused by tree failure

2022/23: Replaced knocked down street light and repaired damaged soundwall on Sycamore Valley Road

DESCRIPTION OF MODIFICATIONS:

Updated description and added funding for 2027/28.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Capital Maintenance	\$175,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$300,000
Total Cost Estimate:	\$175,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$300,000
Total Expenditure:	\$144,621	Unexpended: \$30,379 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$175,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$300,000
Total Funding:	\$175,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$300,000

RATIONALE FOR PROPOSED PROJECT:

Funding for damage repair caused by vehicular accidents, acts of nature, and vandalism when not covered by the operating budget.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
Additional Town direct operating costs per year: \$0



STARVIEW DRIVE STORM DRAIN TRASH RACK

CIP No: A-608 | STATUS: In Construction | GREEN PROJECT: No | PRIORITY: 1/2 | PROJECT MANAGER: NNS



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

The existing drainage system receives forest debris during major storm events that cause the system to clog at the trash rack entrance causing flooding downstream.

To prevent clogging a larger and more extensive trash rack is needed to replace the existing trash rack.

The proposed trash rack will be approximately 6' wide by 20' long by 6' tall and will consist of large galvanized iron bars with approximately 10" gaps.

Large debris, logs, and rocks will be filtered from the stream flow. The increased trash rack area will minimize clogging and allow for easier cleaning, both during and after the storm event.

A grant for this project has been secured for Hazard Mitigation Grant Program (HMGP) funding.

Construction phase anticipated summer 2023.

DESCRIPTION OF MODIFICATIONS:

Updated description.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Construction	\$131,000	\$0	\$0	\$0	\$0	\$0	\$131,000
Inspection & Admin.	\$3,000	\$0	\$0	\$0	\$0	\$0	\$3,000
Total Cost Estimate:	\$144,000	\$0	\$0	\$0	\$0	\$0	\$144,000
Total Expenditure:	\$27,660	Unexpended: \$116,340 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$83,000	\$0	\$0	\$0	\$0	\$0	\$83,000
Grant	\$61,000	\$0	\$0	\$0	\$0	\$0	\$61,000
Total Funding:	\$144,000	\$0	\$0	\$0	\$0	\$0	\$144,000

RATIONALE FOR PROPOSED PROJECT:

Excessive debris and silt contribute to flooding on Danville streets.

EXPECTED IMPACT ON OPERATING BUDGET:

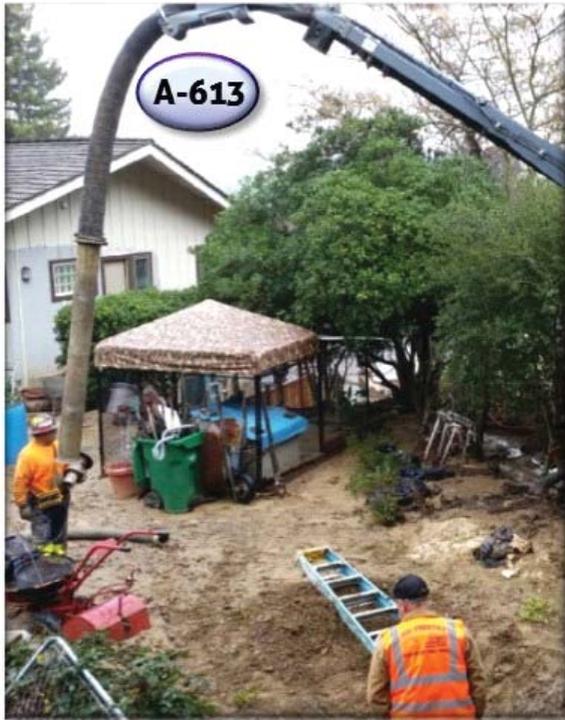
Additional worker hours required to maintain per year: 25

Additional Town direct operating costs per year: \$1,500



LOCH LOMOND WAY TRASH RACK

CIP No: A-613 | STATUS: In Construction | GREEN PROJECT: No | PRIORITY: 1 | PROJECT MANAGER: NNS



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Excessive silt and debris from major storm events clog and overflow the storm drain inlet at the end of Loch Lomond Way.

Modification and replacement of the existing inlet and pipe is needed to mitigate the debris collection and subsequent overflow of the drainage system.

A grant for this project has been secured for Hazard Mitigation Grant Program (HMGP) funding.

Construction phase anticipated summer 2023.

DESCRIPTION OF MODIFICATIONS:

Updated description and increased funding to include full amount awarded by FEMA.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Construction	\$354,790	\$0	\$0	\$0	\$0	\$0	\$354,790
Total Cost Estimate:	\$364,790	\$0	\$0	\$0	\$0	\$0	\$364,790
Total Expenditure:	\$34,249	Unexpended: \$330,541 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$104,000	\$0	\$0	\$0	\$0	\$0	\$104,000
Grant	\$260,790	\$0	\$0	\$0	\$0	\$0	\$260,790
Total Funding:	\$364,790	\$0	\$0	\$0	\$0	\$0	\$364,790

RATIONALE FOR PROPOSED PROJECT:

Excessive silt and debris cause downstream damage.

EXPECTED IMPACT ON OPERATING BUDGET:

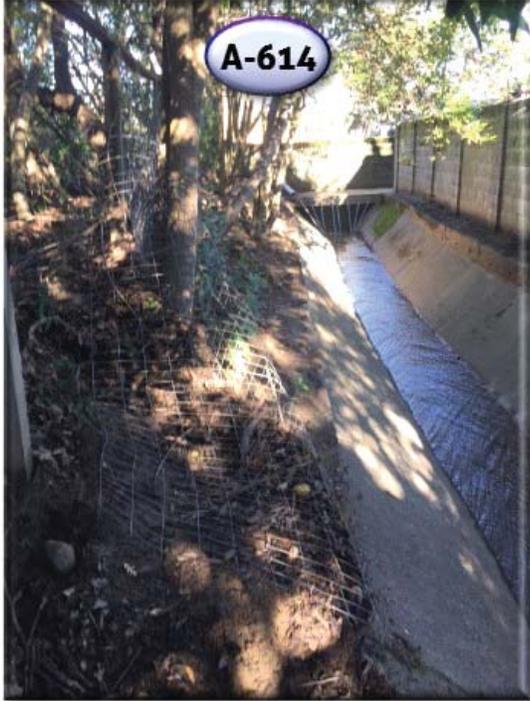
Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



WESTRIDGE TRASH RACK MODIFICATION

CIP No: A-614 | STATUS: In Construction | GREEN PROJECT: No | PRIORITY: 1/2 | PROJECT MANAGER: SJ



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

The storm water from the Las Trampas area has been a significant maintenance issue for 30 years. Every 8 to 10 years there is a major storm event that floods the residential area.

The major cause of the flooding is the inability of the storm drain system to manage the tremendous amount of debris that accumulates within the trash rack system installed by the Town.

This project provides a final safety measure to capture storm water that bypasses the trash rack system during major storm events.

Installation of additional catch basins on Westridge Avenue, and an additional flood control wall and inlet system can prevent future flooding.

A grant for this project has been secured for Hazard Mitigation Grant Program (HMGP) funding.

Construction phase anticipated summer 2023.

DESCRIPTION OF MODIFICATIONS:

Updated description and funding.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000
Construction	\$440,000	\$0	\$0	\$0	\$0	\$0	\$440,000
Inspection & Admin.	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000
Total Cost Estimate:	\$455,000	\$0	\$0	\$0	\$0	\$0	\$455,000
Total Expenditure:	\$27,586	Unexpended: \$262,414 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$207,800	\$0	\$0	\$0	\$0	\$0	\$207,800
Grant	\$82,200	\$0	\$0	\$0	\$0	\$0	\$82,200
Transfer from A-330	\$165,000	\$0	\$0	\$0	\$0	\$0	\$165,000
Total Funding:	\$455,000	\$0	\$0	\$0	\$0	\$0	\$455,000

RATIONALE FOR PROPOSED PROJECT:

Prevent future flooding of the residential area during major storm events.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0

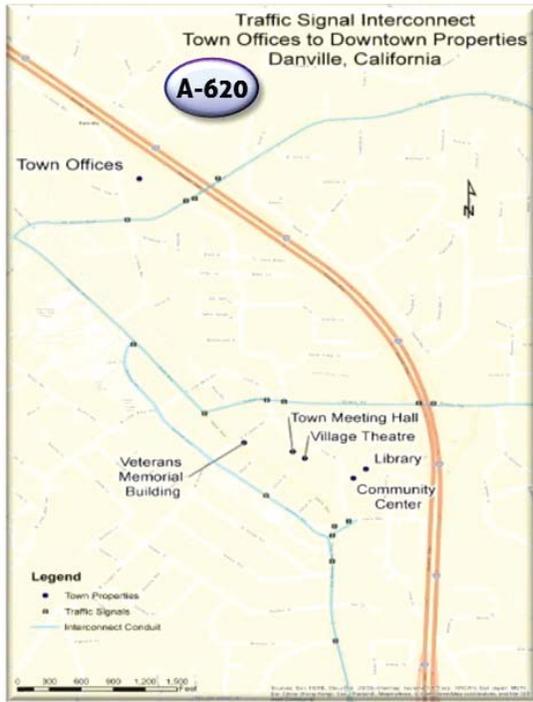


FIBER OPTIC CABLE INTERCONNECT

CIP No: A-620 | STATUS: In Design

GREEN PROJECT: No | PRIORITY: 2

PROJECT MANAGER: AD



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

This project will provide a fiber optic interconnect network for the various Town facilities. It will facilitate the transfer of data, video, audio, and internet connectivity to give the town facilities the capability to provide Public - Educational - Governmental (PEG) services to the community at large.

The use of existing traffic signal conduit as well as the construction of new conduit is included in the project.

Existing traffic signal communications (interconnect - twisted pair copper) will also be replaced and converted to fiber optic transmission as part of this project.

Grant funding is being pursued to complete funding plan.

2021/22: Fiber Optic Master Plan (Complete)

2022/23: Funding Plan (Complete)

2023/24: Begin Design-Build Phase

DESCRIPTION OF MODIFICATIONS:

Updated funding and description.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
Construction	\$1,700,000	\$0	\$0	\$0	\$0	\$0	\$1,700,000
Inspection & Admin.	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
Total Cost Estimate:	\$1,780,000	\$0	\$0	\$0	\$0	\$0	\$1,780,000
Total Expenditure:	\$84,848	Unexpended: \$1,195,152 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
ARPA	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CIP Gen Purpose Rev	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$1,000,000
P.E.G.	\$280,000	\$0	\$0	\$0	\$0	\$0	\$280,000
State Community Grant	\$500,000	\$0	\$0	\$0	\$0	\$0	\$500,000
Total Funding:	\$1,780,000	\$0	\$0	\$0	\$0	\$0	\$1,780,000

RATIONALE FOR PROPOSED PROJECT:

Provide PEG services at Town facilities.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0



Index of Parks and Facilities by Project Number

Pr#	Project Name	Page	Status
B-101	PARK AND RECREATION FACILITIES CAPITAL MAINTENANCE-----	CIP51	Construction
B-120	TOWN-WIDE TRAILS-----	CIP52	Design
B-216	TOWN SERVICE CENTER CAPITAL MAINTENANCE-----	CIP53	Construction, Modified
B-280	SPORTS FIELD RENOVATION-----	CIP54	Design, Modified
B-328	TOWN OFFICES CAPITAL MAINTENANCE-----	CIP55	Design, Modified
B-400	HAP MAGEE RANCH PARK CAPITAL MAINTENANCE-----	CIP56	Construction, Modified
B-415	CIVIC FACILITIES CAPITAL MAINTENANCE PROJECTS-----	CIP57	Construction, Modified
B-427	OAK HILL MASTER PLAN - PHASE 2-----	CIP58	Adopted, Unfunded
B-452	SYCAMORE DAY SCHOOL BUILDING REPAIRS-----	CIP59	Construction, Modified
B-490	OSAGE STATION PARK IMPROVEMENTS-----	CIP60	Construction, Modified
B-491	LIBRARY AND COMMUNITY CENTER CAPITAL MAINTENANCE-----	CIP61	Construction, Modified
B-493	SYNTHETIC TURF REPLACEMENT-----	CIP62	Design
B-494	OSAGE STATION PARK CAPITAL MAINTENANCE-----	CIP63	Construction
B-495	SYCAMORE VALLEY PARK CAPITAL MAINTENANCE-----	CIP64	Construction, Modified
B-515	SECURITY ACCESS CONTROL FOR TOWN BUILDINGS-----	CIP65	Design
B-522	SYCAMORE VALLEY PARK PICNIC AREA RESTROOMS-----	CIP66	Adopted, Unfunded
B-544	OAK HILL PARK CAPITAL MAINTENANCE-----	CIP67	Construction
B-553	VILLAGE THEATRE CAPITAL MAINTENANCE-----	CIP68	Construction, Modified
B-556	DANVILLE SOUTH PARK CAPITAL MAINTENANCE-----	CIP69	Construction, Modified
B-559	SCHOOL PARK FACILITIES CAPITAL MAINTENANCE-----	CIP70	Construction
B-560	DIABLO VISTA PARK CAPITAL MAINTENANCE-----	CIP71	Construction, Modified
B-582	VETERANS MEMORIAL BUILDING CAPITAL MAINTENANCE-----	CIP72	Construction, Modified
B-616	MULTI-SPORT SKATE PARK-----	CIP73	Adopted
B-618	TOWN-WIDE WAYFINDING AND DIRECTIONAL SIGNAGE-----	CIP74	Adopted, Modified
B-619	GREEN VALLEY TRAIL FROM HIGHBRIDGE LANE TO DIABLO ROAD-----	CIP75	Adopted
B-626	TOWN OFFICE RELOCATION-----	CIP76	Design
B-627	TINY FLOURISHES-----	CIP77	Adopted
B-628	TOWN GREEN AND ARTS DISTRICT-----	CIP78	Adopted
B-629	282 FRONT STREET - ARTS DISTRICT MAKER SPACE-----	CIP79	Adopted
B-637	PICKLEBALL COURTS-----	CIP80	Adopted
B-639	TOWN OFFICE PARKING LOT EXPANSION AND SOLAR RELOCATION-----	CIP81	New
B-641	TOWN MEETING HALL TECHNOLOGY UPGRADE-----	CIP82	New



Index of Parks and Facilities by Project Name

Pr#	Project Name	Page	Status
B-629	282 FRONT STREET - ARTS DISTRICT MAKER SPACE	CIP79	Adopted
B-415	CIVIC FACILITIES CAPITAL MAINTENANCE PROJECTS	CIP57	Construction, Modified
B-556	DANVILLE SOUTH PARK CAPITAL MAINTENANCE	CIP69	Construction, Modified
B-560	DIABLO VISTA PARK CAPITAL MAINTENANCE	CIP71	Construction, Modified
B-619	GREEN VALLEY TRAIL FROM HIGHBRIDGE LANE TO DIABLO ROAD	CIP75	Adopted
B-400	HAP MAGEE RANCH PARK CAPITAL MAINTENANCE	CIP56	Construction, Modified
B-491	LIBRARY AND COMMUNITY CENTER CAPITAL MAINTENANCE	CIP61	Construction, Modified
B-616	MULTI-SPORT SKATE PARK	CIP73	Adopted
B-427	OAK HILL MASTER PLAN - PHASE 2	CIP58	Adopted, Unfunded
B-544	OAK HILL PARK CAPITAL MAINTENANCE	CIP67	Construction
B-494	OSAGE STATION PARK CAPITAL MAINTENANCE	CIP63	Construction
B-490	OSAGE STATION PARK IMPROVEMENTS	CIP60	Construction, Modified
B-101	PARK AND RECREATION FACILITIES CAPITAL MAINTENANCE	CIP51	Construction
B-637	PICKLEBALL COURTS	CIP80	Adopted
B-559	SCHOOL PARK FACILITIES CAPITAL MAINTENANCE	CIP70	Construction
B-515	SECURITY ACCESS CONTROL FOR TOWN BUILDINGS	CIP65	Design
B-280	SPORTS FIELD RENOVATION	CIP54	Design, Modified
B-452	SYCAMORE DAY SCHOOL BUILDING REPAIRS	CIP59	Construction, Modified
B-495	SYCAMORE VALLEY PARK CAPITAL MAINTENANCE	CIP64	Construction, Modified
B-522	SYCAMORE VALLEY PARK PICNIC AREA RESTROOMS	CIP66	Adopted, Unfunded
B-493	SYNTHETIC TURF REPLACEMENT	CIP62	Design
B-627	TINY FLOURISHES	CIP77	Adopted
B-628	TOWN GREEN AND ARTS DISTRICT	CIP78	Adopted
B-641	TOWN MEETING HALL TECHNOLOGY UPGRADE	CIP82	New
B-639	TOWN OFFICE PARKING LOT EXPANSION AND SOLAR RELOCATION	CIP81	New
B-626	TOWN OFFICE RELOCATION	CIP76	Design
B-328	TOWN OFFICES CAPITAL MAINTENANCE	CIP55	Design, Modified
B-216	TOWN SERVICE CENTER CAPITAL MAINTENANCE	CIP53	Construction, Modified
B-120	TOWN-WIDE TRAILS	CIP52	Design
B-618	TOWN-WIDE WAYFINDING AND DIRECTIONAL SIGNAGE	CIP74	Adopted, Modified
B-582	VETERANS MEMORIAL BUILDING CAPITAL MAINTENANCE	CIP72	Construction, Modified
B-553	VILLAGE THEATRE CAPITAL MAINTENANCE	CIP68	Construction, Modified



PARK AND RECREATION FACILITIES CAPITAL MAINTENANCE

CIP No: B-101 | STATUS: In Construction | GREEN PROJECT: No | PRIORITY: 2 Ongoing | PROJECT MANAGER: DC



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

This is an ongoing Town-wide effort to address capital maintenance, repair and preventative maintenance of parks and community facilities.

Ongoing repairs:

- Sidewalk and pathway repairs. Ongoing tree work
- BBQ replacement and picnic table replacement
- Repairs to play area equipment. Repair and repaint restrooms
- Drinking fountain repairs/replacement (including animal troughs)
- Repairs to cyclone fencing and metal rail fencing
- Repair and seal wooden shade structures
- Repaint metal rail fence
- Repairs and resurfacing of basketball and tennis courts (annually)
- Grub treatments and broadleaf spray on non-sports turf

Playground safety surfacing repairs (annually) at Sycamore Valley, Diablo Vista, Hap Magee Ranch, Osage Station, Danville South and Montair Elementary.

DESCRIPTION OF MODIFICATIONS:

Added funding for 2027/28.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$59,951	\$0	\$0	\$0	\$0	\$0	\$59,951
Construction	\$1,635,813	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$1,760,813
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost Estimate:	\$1,695,764	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$1,820,764
Total Expenditure:	\$1,584,639	Unexpended: \$111,125 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$605,318	\$0	\$0	\$0	\$0	\$0	\$605,318
City County Pmt Pgm	\$22,000	\$0	\$0	\$0	\$0	\$0	\$22,000
Cleanwater Program	\$12,771	\$0	\$0	\$0	\$0	\$0	\$12,771
LLAD Zone D	\$31,500	\$0	\$0	\$0	\$0	\$0	\$31,500
Park Dedication Impact	\$640,303	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$765,303
Park Facilities	\$383,872	\$0	\$0	\$0	\$0	\$0	\$383,872
Total Funding:	\$1,695,764	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$1,820,764

RATIONALE FOR PROPOSED PROJECT:

This project allows timely response to specific repairs and renovation needs as they occur.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0



TOWN-WIDE TRAILS

CIP No: B-120 | STATUS: In Design

GREEN PROJECT: Yes | PRIORITY: 2/3 Ongoing

PROJECT MANAGER: BR



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

The Parks, Recreation and Arts Commission identified short-term trail priorities on Green Valley Creek Trail and Sycamore Creek Trail.

Cost estimates range from \$75 to \$150 per foot for an eight-foot wide paved trail. Other costs include environmental studies, acquisition of ROW, license or easement agreements, trail markers, and mapping information (all sites).

Trail maintenance:

- Westside trail renovation
- Sycamore Elementary School to Trish Lane rehabilitation
- Hill Road to Blemer Road school path
- Quinterra Lane school path between Entrada Mesa and Esther Lane
- Trail gap closures per the Town wide Trails Master Plan
- Pack Trail (Tassajara Ranch Drive to Park Haven Drive)
- Trail sections not listed above that require immediate attention

Additional trail receptacles and doggie bag dispensers

Wayfinding signs at trailheads (using standard distance measurements)

DESCRIPTION OF MODIFICATIONS:

Added funding for 2027/28.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total	
Design/Plan Review	\$58,050	\$0	\$0	\$0	\$0	\$0	\$58,050	
Construction	\$900,630	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$1,100,630	
Inspection & Admin.	\$2,590	\$0	\$0	\$0	\$0	\$0	\$2,590	
Total Cost Estimate:	\$961,270	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$1,161,270	
Total Expenditure:	\$653,718	Unexpended: \$307,552 on 03-30-2023						

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$37,826	\$0	\$0	\$0	\$0	\$0	\$37,826
Park Dedication Impact	\$520,444	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$720,444
Park Facilities	\$403,000	\$0	\$0	\$0	\$0	\$0	\$403,000
Total Funding:	\$961,270	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$1,161,270

RATIONALE FOR PROPOSED PROJECT:

Implementation of the Town-wide Trails Master Plan.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



TOWN SERVICE CENTER CAPITAL MAINTENANCE

CIP No: B-216 | STATUS: In Construction | GREEN PROJECT: Yes | PRIORITY: 2 Ongoing | PROJECT MANAGER: NT



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Periodic repairs, renovation, and preventative maintenance activities for the Town Service Center.

- 2017/18 Replace 1 HVAC unit (COMPLETE)
- 2018/19 Building exterior repairs and painting
Replace 1 HVAC unit
Chair and furniture replacement
- 2019/20 Replace 1 HVAC unit
- 2020/21 Replace 1 HVAC unit

Future Projects: Relocate dumpsters per storm water requirements
Replace cabinetry and sinks

This is an ongoing project.

DESCRIPTION OF MODIFICATIONS:

Updated description and added funding for 2027/28.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total	
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Construction	\$285,443	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$360,443	
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total Cost Estimate:	\$285,443	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$360,443	
Total Expenditure:	\$174,567	Unexpended: \$110,876 on 03-30-2023						

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$276,058	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$351,058
LLAD Zone A	\$9,385	\$0	\$0	\$0	\$0	\$0	\$9,385
Total Funding:	\$285,443	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$360,443

RATIONALE FOR PROPOSED PROJECT:

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
Additional Town direct operating costs per year: \$0

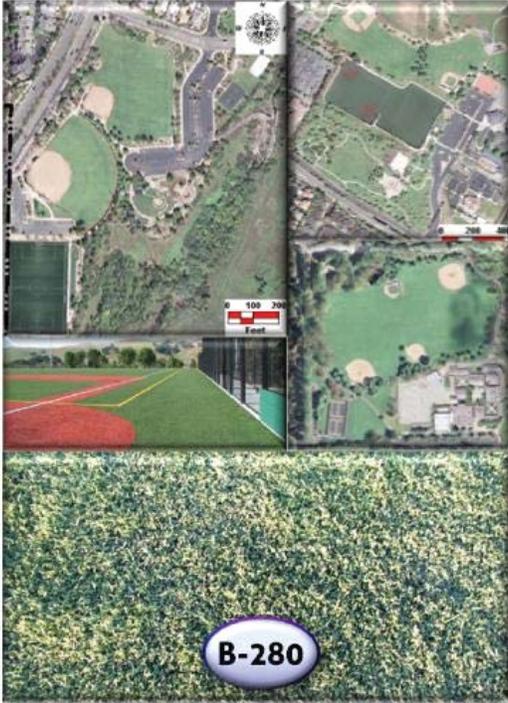


SPORTS FIELD RENOVATION

CIP No: B-280 | STATUS: In Design

GREEN PROJECT: Yes | PRIORITY: 2 Ongoing

PROJECT MANAGER: DC



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Maintain sports fields and related amenities in a condition which provides a safe environment for user groups. Project may include over-seeding, top-dressing and leveling of 12 Town-maintained baseball/softball natural turf fields and 15 Town-maintained soccer/lacrosse fields each spring. Major maintenance activities related to field lighting, fencing, and grooming of synthetic turf will also be completed as needed, including purchase of equipment to complete this work.

Annual Projects:

- Organic fertilizer program
- Grub treatments and broadleaf spray
- Repair/replace sports field fencing

2019/20: Repairs to scoreboard at Diablo Vista Park (COMPLETE)

2021/22: Install LED sports field lights at Diablo Vista Park (COMPLETE)

Future Projects: Replace sports field electrical lighting panel at Sycamore Valley Park
Explore LED lighting for sports fields.

DESCRIPTION OF MODIFICATIONS:

Updated description and added funding for 2027/28.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
Construction	\$1,202,765	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$1,402,765
Inspection & Admin.	\$18,693	\$0	\$0	\$0	\$0	\$0	\$18,693
Total Cost Estimate:	\$1,251,458	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$1,451,458
Total Expenditure:	\$1,224,773	Unexpended: \$26,685 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$320,472	\$0	\$0	\$0	\$0	\$0	\$320,472
LLAD Zone D	\$59,686	\$0	\$0	\$0	\$0	\$0	\$59,686
Park Dedication Impact	\$421,300	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$621,300
Park Facilities	\$450,000	\$0	\$0	\$0	\$0	\$0	\$450,000
Total Funding:	\$1,251,458	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$1,451,458

RATIONALE FOR PROPOSED PROJECT:

Coordination with Sports Alliance field users to identify priorities on an annual basis.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
Additional Town direct operating costs per year: \$0



TOWN OFFICES CAPITAL MAINTENANCE

CIP No: B-328 | STATUS: In Construction | GREEN PROJECT: No | PRIORITY: 3 Ongoing | PROJECT MANAGER: NT



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Routine preventative maintenance for general upkeep and preservation of the Town Offices located at 500 La Gonda Way.

DESCRIPTION OF MODIFICATIONS:

Updated description.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$35,700	\$0	\$0	\$0	\$0	\$0	\$35,700
Construction	\$354,633	\$0	\$0	\$0	\$0	\$0	\$354,633
Inspection & Admin.	\$600	\$0	\$0	\$0	\$0	\$0	\$600
Total Cost Estimate:	\$390,933	\$0	\$0	\$0	\$0	\$0	\$390,933
Total Expenditure:	\$242,916	Unexpended: \$148,017 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$79,000	\$0	\$0	\$0	\$0	\$0	\$79,000
Civic Facilities Fund	\$311,933	\$0	\$0	\$0	\$0	\$0	\$311,933
Total Funding:	\$390,933	\$0	\$0	\$0	\$0	\$0	\$390,933

RATIONALE FOR PROPOSED PROJECT:

Building maintenance and accommodation for changes in staff.

EXPECTED IMPACT ON OPERATING BUDGET:

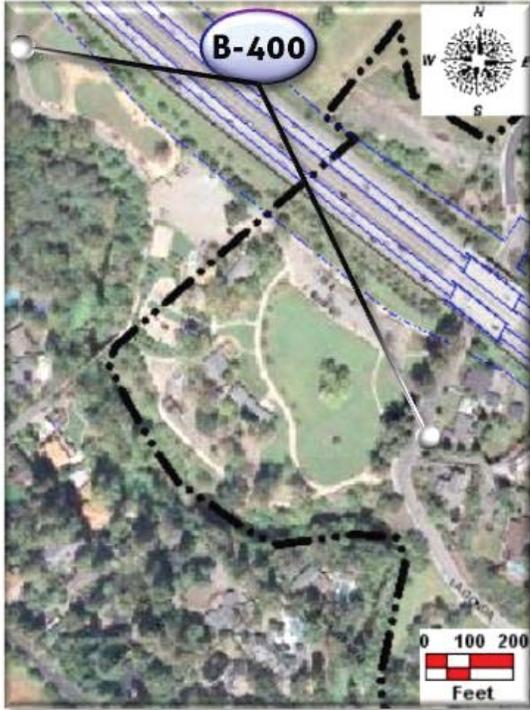
Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



HAP MAGEE RANCH PARK CAPITAL MAINTENANCE

CIP No: B-400 | STATUS: In Construction | GREEN PROJECT: Yes | PRIORITY: 2 Ongoing | PROJECT MANAGER: DC



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Routine preventative maintenance activities for the general upkeep and preservation of the site and non-routine repair and replacement. Also includes annual sod replacement in dog park.

2020/21 Gazebo Renovation (Complete)
Decomposed granite pathway maintenance

2021/22 Dog Park Renovations
Tree maintenance
Demolition of existing barn

2022/23 Dog Park Renovations
Cottage HVAC replacement

2023/24 Research feasibility of pavilion structure proposed by Alamo MAC
Dog park renovations
Roof repairs

DESCRIPTION OF MODIFICATIONS:

Updated description added funding for 2027/28.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Capital Maintenance	\$1,807,940	\$45,000	\$25,000	\$25,000	\$25,000	\$25,000	\$1,952,940
Total Cost Estimate:	\$1,807,940	\$45,000	\$25,000	\$25,000	\$25,000	\$25,000	\$1,952,940
Total Expenditure:	\$1,305,579	Unexpended: \$502,361 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$127,500	\$0	\$0	\$0	\$0	\$0	\$127,500
Park Dedication Impact	\$422,440	\$22,500	\$12,500	\$12,500	\$12,500	\$12,500	\$494,940
Park Facilities	\$380,500	\$0	\$0	\$0	\$0	\$0	\$380,500
R-7A	\$877,500	\$22,500	\$12,500	\$12,500	\$12,500	\$12,500	\$950,000
Total Funding:	\$1,807,940	\$45,000	\$25,000	\$25,000	\$25,000	\$25,000	\$1,952,940

RATIONALE FOR PROPOSED PROJECT:

Major activity is needed for the site and buildings; non-routine repairs and replacement are completed as needed.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 50
Additional Town direct operating costs per year: \$5,000



CIVIC FACILITIES CAPITAL MAINTENANCE PROJECTS

CIP No: B-415 | STATUS: In Construction | GREEN PROJECT: Yes | PRIORITY: 2 Ongoing | PROJECT MANAGER: NT



PROJECT DESCRIPTION AND LOCATION:

This is an ongoing Town-wide effort to address capital maintenance, repair and preventative maintenance of aging civic facilities.

Projects include such items as HVAC systems, roof replacements, lighting and alarm systems, major exterior and interior painting, door and equipment replacements.

2020/21: Repair roof at Town Meeting Hall (COMPLETE)
Installation of new monitors at Town Meeting Hall (COMPLETE)

2021/22: Replace 1 HVAC unit at Town Meeting Hall

Future Projects: Replace Town Meeting Hall Roof
Replace Town Meeting Hall windows (as needed)

DESCRIPTION OF MODIFICATIONS:

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$556,016	\$0	\$0	\$0	\$0	\$0	\$556,016
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost Estimate:	\$556,016	\$0	\$0	\$0	\$0	\$0	\$556,016
Total Expenditure:	\$365,348	Unexpended: \$190,668 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Asset Replcmnt Gen.	\$247,496	\$0	\$0	\$0	\$0	\$0	\$247,496
CIP Gen Pur Reallocate	(\$14,471)	\$0	\$0	\$0	\$0	\$0	(\$14,471)
CIP Gen Purpose Rev	\$189,544	\$0	\$0	\$0	\$0	\$0	\$189,544
Civic Facilities Fund	\$105,194	\$0	\$0	\$0	\$0	\$0	\$105,194
LLAD Zone D	\$28,253	\$0	\$0	\$0	\$0	\$0	\$28,253
Total Funding:	\$556,016	\$0	\$0	\$0	\$0	\$0	\$556,016

RATIONALE FOR PROPOSED PROJECT:

Maintenance of existing facilities.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



OAK HILL MASTER PLAN - PHASE 2

CIP No: B-427 | STATUS: Adopted

GREEN PROJECT: Yes | PRIORITY: 5

PROJECT MANAGER: HRP



This project is unfunded and has been modified.

PROJECT DESCRIPTION AND LOCATION:

Evaluate the development potential of the undeveloped (southern) portion of Oak Hill Park to meet unmet community needs.

Development of the adjacent Weber property provides additional access to the property.

Project includes demolition of the existing Weber House (located on the Town-owned 3.66 acre parcel adjacent to the park) that was dedicated to the Town as part of the Weber/Davidon development in order to improve ingress to the south end of the park. (Complete)

Based upon other planning/design/construction priorities for Town parks and community facilities, this project has been deferred.

UNFUNDED

DESCRIPTION OF MODIFICATIONS:

Updated description.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$70,000	\$0	\$0	\$0	\$0	\$0	\$70,000
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost Estimate:	\$70,000	\$0	\$0	\$0	\$0	\$0	\$70,000
Total Expenditure:	\$70,000	Unexpended: \$0 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Park Facilities	\$70,000	\$0	\$0	\$0	\$0	\$0	\$70,000
Total Funding:	\$70,000	\$0	\$0	\$0	\$0	\$0	\$70,000

RATIONALE FOR PROPOSED PROJECT:

Help meet growing community needs for active recreational facilities.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0



SYCAMORE DAY SCHOOL BUILDING REPAIRS

CIP No: B-452 | STATUS: In Construction | GREEN PROJECT: Yes | PRIORITY: 2/3 Ongoing | PROJECT MANAGER: NT



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Conduct routine preventative maintenance for general upkeep and preservation of the Town-owned building at this site.

Items such as exterior painting, HVAC, window, floor, door and roof repair and/or replacement are included in this project.

2024/25: Roof replacement (\$15,000)

Future Projects: Replace HVAC unit
Sidewalk/drainage repairs

All costs are offset by rent revenue collected from the building tenant.

DESCRIPTION OF MODIFICATIONS:

Added funding for 2027/28.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total	
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Construction	\$157,139	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$182,139	
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total Cost Estimate:	\$157,139	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$182,139	
Total Expenditure:	\$74,843	Unexpended: \$82,296 on 03-30-2023						

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$157,139	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$182,139
Total Funding:	\$157,139	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$182,139

RATIONALE FOR PROPOSED PROJECT:

Routine preventative maintenance is required to keep the building in good condition.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
Additional Town direct operating costs per year: \$0



OSAGE STATION PARK IMPROVEMENTS

CIP No: B-490 | STATUS: In Construction | GREEN PROJECT: Yes | PRIORITY: 2 | PROJECT MANAGER: DC



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

This is a seven year six phase project to update and improve facilities.

Phase 1 - Play area, water features, group picnic area, benches, drinking/dog fountain, memorial rose boxes, restroom, and pump house renovation. (COMPLETE)

Phase 2 - Pathway improvements. \$150,000 (COMPLETE)

Phase 3 - South parking lot overlay and Orange Blossom sidewalk connection. \$300,000 (COMPLETE)

Future Projects: Creek bank stabilization/erosion protection

DESCRIPTION OF MODIFICATIONS:

Updated description.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$329,750	\$0	\$0	\$0	\$0	\$0	\$329,750
Construction	\$2,140,000	\$0	\$0	\$0	\$0	\$0	\$2,140,000
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost Estimate:	\$2,469,750	\$0	\$0	\$0	\$0	\$0	\$2,469,750
Total Expenditure:	\$2,371,011	Unexpended: \$98,739 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Park Dedication Impact	\$699,750	\$0	\$0	\$0	\$0	\$0	\$699,750
Park Facilities	\$1,770,000	\$0	\$0	\$0	\$0	\$0	\$1,770,000
Total Funding:	\$2,469,750	\$0	\$0	\$0	\$0	\$0	\$2,469,750

RATIONALE FOR PROPOSED PROJECT:

Needed improvements to an existing town facility.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



LIBRARY AND COMMUNITY CENTER CAPITAL MAINTENANCE

CIP No: B-491 | STATUS: In Construction | GREEN PROJECT: Yes | PRIORITY: 2 Ongoing | PROJECT MANAGER: DC



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

This is an ongoing project that addresses renovation and repairs in these heavily used community facilities.

2020/21 Replace 2 HVAC Units at Community Center
Refinish floors at Community Center
Replace all tables and chairs at Community Center

2022/23 Repaint Library exterior trim
Minor Upgrades: New exterior book drop panels, furniture for the children's reading room, replace window tinting on Library window, covers for front door handles

Future Projects: Replace HVAC units at Community Center
Improvements to Library restroom exhaust fans
Refinish wood floors at Community Center

DESCRIPTION OF MODIFICATIONS:

Updated description and added funding for 2027/28.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
Construction	\$938,602	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$1,088,602
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost Estimate:	\$958,602	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$1,108,602
Total Expenditure:	\$741,443	Unexpended: \$217,159 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Asset Replcmnt Library	\$890,460	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$1,040,460
Grant	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
P.E.G.	\$8,142	\$0	\$0	\$0	\$0	\$0	\$8,142
Park Facilities	\$30,000	\$0	\$0	\$0	\$0	\$0	\$30,000
Total Funding:	\$958,602	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$1,108,602

RATIONALE FOR PROPOSED PROJECT:

Ongoing preventative maintenance.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0

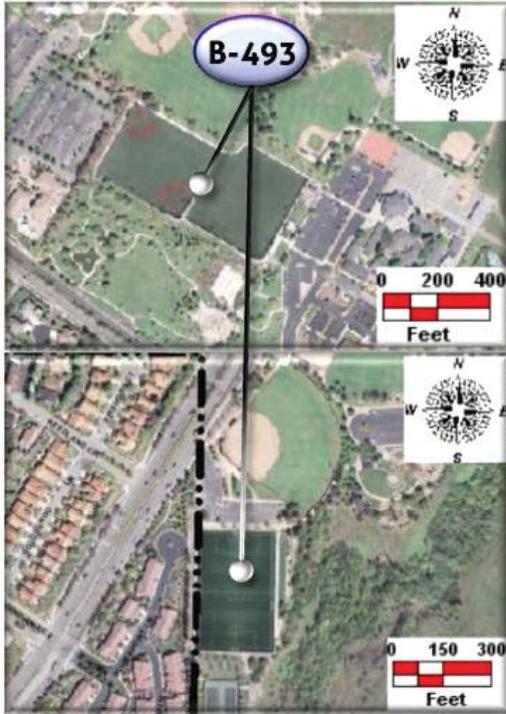


SYNTHETIC TURF REPLACEMENT

CIP No: B-493 | STATUS: In Design

GREEN PROJECT: Yes | PRIORITY: 2 Ongoing

PROJECT MANAGER: DC



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

The useful life of the synthetic turf sports fields at Diablo Vista and Sycamore Valley Parks is projected to be 9 years.

Diablo Vista renovation (86,700 s.f.) is anticipated in 2028/29.
Next renovation scheduled for 2036/37.

Sycamore Valley renovation (225,000 s.f.) is anticipated in 2023/24.
Next renovation scheduled for 2029/30.

Using today's replacement costs and a 9-year cycle the costs are:

23/24	28/29	33/34
\$2,018,638	\$780,300	\$2,025,000

Using 2.5% inflation the future expenses are:

23/24	28/29	33/34
\$2,018,638	\$882,838	\$2,521,001

DESCRIPTION OF MODIFICATIONS:

Updated funding.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$72,675	\$0	\$15,164	\$0	\$0	\$0	\$87,839
Construction	\$3,286,713	\$300,000	\$551,404	\$0	\$0	\$0	\$4,138,117
Construction Encumb.	\$1,125,000	\$0	\$300,000	\$300,000	\$300,000	\$300,000	\$2,325,000
Inspection & Admin.	\$50,314	\$0	\$22,056	\$0	\$0	\$0	\$72,370
Total Cost Estimate:	\$4,534,702	\$300,000	\$888,624	\$300,000	\$300,000	\$300,000	\$6,623,326
Total Expenditure:	\$4,609,702	Unexpended: \$0 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Asset Replcmnt Gen.	\$875,000	\$0	\$0	\$0	\$0	\$0	\$875,000
LLAD Zone D	\$87,500	\$0	\$0	\$0	\$0	\$0	\$87,500
Park Dedication Impact	\$612,500	\$0	\$0	\$0	\$0	\$0	\$612,500
Park Facilities	\$2,795,669	\$300,000	\$813,624	\$300,000	\$300,000	\$300,000	\$4,809,293
State Park Bond	\$205,620	\$0	\$0	\$0	\$0	\$0	\$205,620
TRAD	\$33,413	\$0	\$0	\$0	\$0	\$0	\$33,413
Total Funding:	\$4,609,702	\$300,000	\$813,624	\$300,000	\$300,000	\$300,000	\$6,623,326

RATIONALE FOR PROPOSED PROJECT:

Replacement of synthetic turf is needed as a part of routine maintenance.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
Additional Town direct operating costs per year: \$0





OSAGE STATION PARK CAPITAL MAINTENANCE

CIP No: B-494 | STATUS: In Construction | GREEN PROJECT: Yes | PRIORITY: 2/3 Ongoing | PROJECT MANAGER: JT



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

This is an ongoing project to provide repair and preventative maintenance for the preservation of Osage Station Park facilities.

Ongoing Project includes:

- Memorial rose box repairs and rose replacement
- Pathway repairs
- Tree maintenance
- Replace windscreen on ball diamonds and tennis courts
- Repair/repairs to restroom building
- Maintenance of tennis and pickleball courts
- Sports field cyclone fencing repairs

2018/19 Installation of garage for golf cart (COMPLETE)

Future Project: Potable water system repair.

Completed Projects: Bio swale replanting in North parking lot
Tennis court windscreen replacement

DESCRIPTION OF MODIFICATIONS:

Added funding for 2027/28.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$380,804	\$0	\$12,500	\$12,500	\$12,500	\$12,500	\$430,804
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost Estimate:	\$380,804	\$0	\$12,500	\$12,500	\$12,500	\$12,500	\$430,804
Total Expenditure:	\$253,752	Unexpended: \$127,052 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$59,000	\$0	\$0	\$0	\$0	\$0	\$59,000
Park Facilities	\$321,804	\$0	\$12,500	\$12,500	\$12,500	\$12,500	\$371,804
Total Funding:	\$380,804	\$0	\$12,500	\$12,500	\$12,500	\$12,500	\$430,804

RATIONALE FOR PROPOSED PROJECT:

Ongoing maintenance and safety related to access to confined spaces.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
Additional Town direct operating costs per year: \$0



SYCAMORE VALLEY PARK CAPITAL MAINTENANCE

CIP No: B-495 | STATUS: In Construction | GREEN PROJECT: Yes | PRIORITY: 2 Ongoing | PROJECT MANAGER: DC



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

This is an ongoing project to address major repair and preventative maintenance issues for the upkeep and preservation of Sycamore Valley Park facilities.

Ongoing: Sidewalk and other concrete repair
 Repaint metal rail fencing
 Tree work
 Sports field fence and lighting repair

2018/19 Sports field lighting ballasts replacement (COMPLETE)
 Parking lot repairs/resurfacing (COMPLETE)

Future projects:
 Major pond repairs
 Water feature repairs/upgrades
 Safety surface repairs
 Drinking fountain replacement
 Synthetic turf maintenance and repair

DESCRIPTION OF MODIFICATIONS:

Updated description and added funding for 2027/28.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$657,490	\$0	\$30,000	\$30,000	\$30,000	\$30,000	\$777,490
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost Estimate:	\$657,490	\$0	\$30,000	\$30,000	\$30,000	\$30,000	\$777,490
Total Expenditure:	\$520,336	Unexpended: \$125,518 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Pur Reallocate	(\$100,000)	\$0	\$0	\$0	\$0	\$0	(\$100,000)
CIP Gen Purpose Rev	\$130,000	\$0	\$0	\$0	\$0	\$0	\$130,000
LLAD Zone D	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Park Facilities	\$627,490	\$0	\$30,000	\$30,000	\$30,000	\$30,000	\$747,490
Total Funding:	\$657,490	\$0	\$30,000	\$30,000	\$30,000	\$30,000	\$777,490

RATIONALE FOR PROPOSED PROJECT:
 Preventative maintenance.

EXPECTED IMPACT ON OPERATING BUDGET:
 Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0





SECURITY ACCESS CONTROL FOR TOWN BUILDINGS

CIP No: B-515 | STATUS: In Design

GREEN PROJECT: No

PRIORITY: 4

PROJECT MANAGER: CP



PROJECT DESCRIPTION AND LOCATION:

Project includes development of a written security program and installation of new hardware for key-card control systems, door hardware, conduits, service panels, and electrical supplies, as needed.

Key-card control systems for main entry and certain internal doors eliminate the cost of re-keying due to lost or stolen keys, improve security by allowing access during specific time periods, and allow different levels of security for individual key-cards.

2019/20: Upgrade access and security at the Danville Community Center, Town Library and the Veterans Hall. Upgrade security hardware town-wide, including all card readers. Installation of ADA compliant doors at Danville Community Center and Veterans Hall (COMPLETE)

Future Projects:

- Town Service Center burglar alarm
- Village Theatre burglar alarm
- Town Meeting Hall burglar alarm
- 500 La Gonda security access

DESCRIPTION OF MODIFICATIONS:

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$247,500	\$0	\$0	\$0	\$0	\$0	\$247,500
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost Estimate:	\$247,500	\$0	\$0	\$0	\$0	\$0	\$247,500
Total Expenditure:	\$232,029	Unexpended: \$15,471 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Civic Facilities Fund	\$247,500	\$0	\$0	\$0	\$0	\$0	\$247,500
Total Funding:	\$247,500	\$0	\$0	\$0	\$0	\$0	\$247,500

RATIONALE FOR PROPOSED PROJECT:

New service opportunities.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0



SYCAMORE VALLEY PARK PICNIC AREA RESTROOMS

CIP No: B-522 | STATUS: Adopted

GREEN PROJECT: Yes | PRIORITY: 5

PROJECT MANAGER: BR



This project is currently unfunded.

PROJECT DESCRIPTION AND LOCATION:

Install a third set of restrooms at the entrance to the Picnic Area at the west end of Sycamore Valley Park. Restrooms will serve the picnic area, baseball field, and EBRPD equestrian trail users.

The restroom facility will include men's and women's dual stall restrooms, sinks, and exterior water fountain.

Sewer and water line extensions included.

UNFUNDED

DESCRIPTION OF MODIFICATIONS:

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$0	\$0	\$76,000	\$0	\$0	\$0	\$76,000
Construction	\$0	\$0	\$562,000	\$0	\$0	\$0	\$562,000
Inspection & Admin.	\$0	\$0	\$51,000	\$0	\$0	\$0	\$51,000
Total Cost Estimate:	\$0	\$0	\$689,000	\$0	\$0	\$0	\$689,000
Total Expenditure:	\$0	Unexpended: \$0 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Unfunded-87	\$0	\$0	\$689,000	\$0	\$0	\$0	\$689,000
Total Funding:	\$0	\$0	\$689,000	\$0	\$0	\$0	\$689,000

RATIONALE FOR PROPOSED PROJECT:

Provide restroom services for park and trail users.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



OAK HILL PARK CAPITAL MAINTENANCE

CIP No: B-544 | STATUS: In Construction | GREEN PROJECT: Yes | PRIORITY: 2/3 Ongoing | PROJECT MANAGER: JT



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

This is an ongoing project to address major repair and preventative maintenance for the preservation of Oak Hill Park amenities.

- Eliminate colored concrete decoration at front porch area and replace with new concrete
- Pathway repairs
- Tree maintenance
- Playground and water feature maintenance
- Pond and pond related repairs
- Barbeque and hardscape repairs and replacement
- Pathway lighting repairs and replacement
- Tennis court repairs and resurfacing

2022/23 Playground replacement design and construction

Future Projects: Repair/replace audio-visual equipment, Pond repairs, Vita course exercise equipment replacement, pond bank and overflow stream repairs, refinish wood floors, install bottle filler drinking fountain

DESCRIPTION OF MODIFICATIONS:

Updated description and added funding for 2027/28.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total	
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Construction	\$1,223,545	\$0	\$36,000	\$36,000	\$36,000	\$36,000	\$1,367,545	
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total Cost Estimate:	\$1,223,545	\$0	\$36,000	\$36,000	\$36,000	\$36,000	\$1,367,545	
Total Expenditure:	\$1,174,728	Unexpended: \$48,817 on 03-30-2023						

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Civic Facilities Fund	\$97,129	\$0	\$0	\$0	\$0	\$0	\$97,129
P.E.G.	\$28,916	\$0	\$0	\$0	\$0	\$0	\$28,916
Park Facilities	\$1,097,500	\$0	\$36,000	\$36,000	\$36,000	\$36,000	\$1,241,500
Total Funding:	\$1,223,545	\$0	\$36,000	\$36,000	\$36,000	\$36,000	\$1,367,545

RATIONALE FOR PROPOSED PROJECT:

Ongoing preventative maintenance and timely response to specific repairs and renovation needs as they occur.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0



VILLAGE THEATRE CAPITAL MAINTENANCE

CIP No: B-553 | STATUS: In Construction | GREEN PROJECT: Yes | PRIORITY: 2/3 Ongoing | PROJECT MANAGER: HRP



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Future Projects:

Replace inefficient and deteriorating lighting truss over the stage in the Village Theatre. The existing lighting truss is not rated or manufactured for the current uses.

Modifications will utilize available space above up-stage right and up-stage left wing.

Add new movie screen in front of stage.

Replace theatre carpet

Paint building exterior

Install bottle filling drinking fountain

DESCRIPTION OF MODIFICATIONS:

Updated description and added funding for 2027/28.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total	
Construction	\$268,813	\$0	\$12,000	\$12,000	\$12,000	\$12,000	\$316,813	
Total Cost Estimate:	\$268,813	\$0	\$12,000	\$12,000	\$12,000	\$12,000	\$316,813	
Total Expenditure:	\$194,632	Unexpended: \$74,181 on 03-30-2023						

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$24,000	\$0	\$0	\$0	\$0	\$0	\$24,000
Civic Facilities Fund	\$239,300	\$0	\$12,000	\$12,000	\$12,000	\$12,000	\$287,300
LLAD Zone D	\$5,513	\$0	\$0	\$0	\$0	\$0	\$5,513
Total Funding:	\$268,813	\$0	\$12,000	\$12,000	\$12,000	\$12,000	\$316,813

RATIONALE FOR PROPOSED PROJECT:

Ongoing maintenance. Addresses safety, code requirements, and increases efficiency, quality, and variety of performances.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
Additional Town direct operating costs per year: \$0



DANVILLE SOUTH PARK CAPITAL MAINTENANCE

CIP No: B-556 | STATUS: In Construction | GREEN PROJECT: Yes | PRIORITY: 1/2 Ongoing | PROJECT MANAGER: DC



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

- 2016/17 Tree work
- 2019/20 Evaluate striping basketball court for pickle ball.
- 2023/24 Concrete walkway repairs
Play equipment repairs
Play equipment replacement design
- 2024/25 Play equipment replacement
- Future Projects: Replace portable restrooms with permanent restrooms
Resurface basketball courts

DESCRIPTION OF MODIFICATIONS:

Added funding for 2027/28.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Construction	\$411,600	\$126,000	\$170,000	\$90,000	\$90,000	\$90,000	\$977,600
Total Cost Estimate:	\$411,600	\$126,000	\$170,000	\$90,000	\$90,000	\$90,000	\$977,600
Total Expenditure:	\$122,784	Unexpended: \$288,816 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$97,837	\$0	\$0	\$0	\$0	\$0	\$97,837
LLAD Zone D	\$61,763	\$0	\$0	\$0	\$0	\$0	\$61,763
Park Dedication Impact	\$0	\$126,000	\$0	\$0	\$0	\$0	\$126,000
Park Facilities	\$252,000	\$0	\$170,000	\$90,000	\$90,000	\$90,000	\$692,000
Total Funding:	\$411,600	\$126,000	\$170,000	\$90,000	\$90,000	\$90,000	\$977,600

RATIONALE FOR PROPOSED PROJECT:

Ongoing maintenance.

EXPECTED IMPACT ON OPERATING BUDGET:

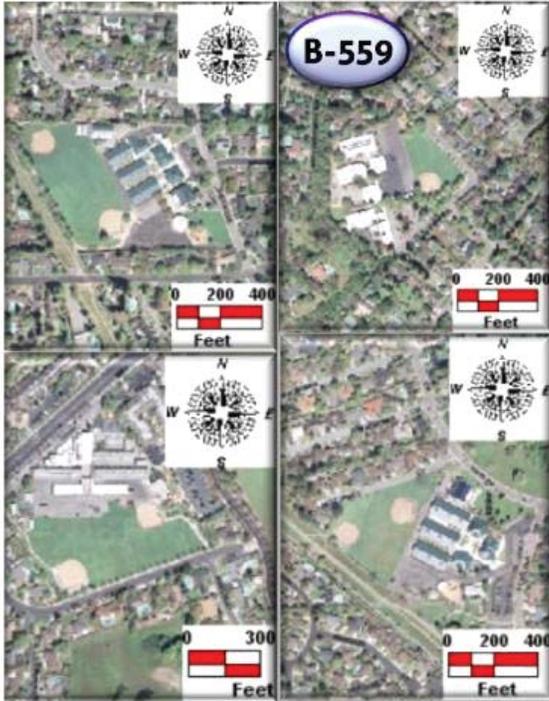
Additional worker hours required to maintain per year: 0
Additional Town direct operating costs per year: \$0





SCHOOL PARK FACILITIES CAPITAL MAINTENANCE

CIP No: B-559 | STATUS: In Construction | GREEN PROJECT: Yes | PRIORITY: 2 Ongoing | PROJECT MANAGER: DC



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Ongoing maintenance needed to maintain School Park facilities and sites Town-wide. Sites include: Baldwin, Green Valley, Montair, and Greenbrook Schools.

Maintenance includes:

2016/17 - 2019/20 - \$125,000

- Facilities related maintenance
- Repairs to Teen Centers at Diablo Vista, Los Cerros and Charlotte Wood Schools
- Janitorial services for summer at Teen Centers
- Irrigation pump maintenance
- Fence and backstop repairs (Annually)

Future Projects: Replace HVAC units at Teen Centers
Complete exterior improvements/repairs at all 3 sites

DESCRIPTION OF MODIFICATIONS:

Updated description and added funding for 2027/28.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Capital Maintenance	\$286,171	\$0	\$15,000	\$15,000	\$15,000	\$15,000	\$346,171
Total Cost Estimate:	\$286,171	\$0	\$15,000	\$15,000	\$15,000	\$15,000	\$346,171
Total Expenditure:	\$65,290	Unexpended: \$220,881 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
LLAD Zone D	\$26,907	\$0	\$0	\$0	\$0	\$0	\$26,907
Park Dedication Impact	\$87,500	\$0	\$0	\$0	\$0	\$0	\$87,500
Park Facilities	\$171,763	\$0	\$15,000	\$15,000	\$15,000	\$15,000	\$231,763
Total Funding:	\$286,171	\$0	\$15,000	\$15,000	\$15,000	\$15,000	\$346,171

RATIONALE FOR PROPOSED PROJECT:

Ongoing and one-time needs for Town maintained facilities.

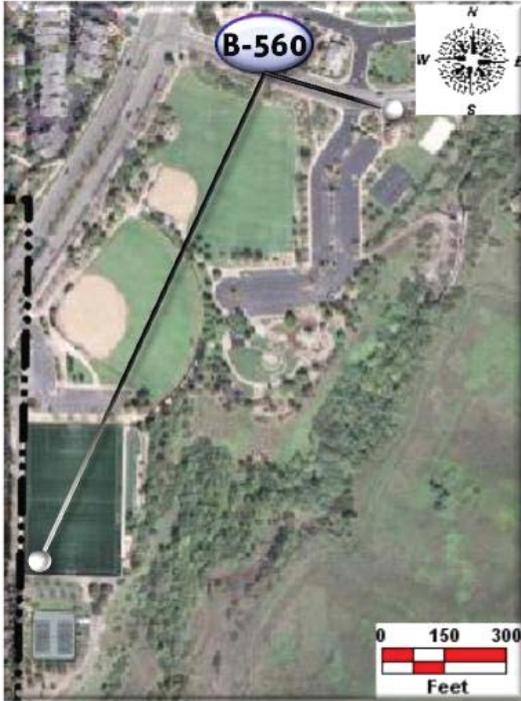
EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
Additional Town direct operating costs per year: \$0



DIABLO VISTA PARK CAPITAL MAINTENANCE

CIP No: B-560 | STATUS: In Design | GREEN PROJECT: Yes | PRIORITY: 2/3 | PROJECT MANAGER: DC



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

This project provides ongoing maintenance of Diablo Vista Park facilities including:

- Ongoing: Major tree pruning
- Sports field and pathway lighting repairs
- Restroom maintenance - painting and repairs
- Cyclone fence and backstop repairs
- Fence painting and repairs
- Safety surface repairs
- Tennis/basketball court repairs
- Windscreen repairs/replacement

2022/23 Playground equipment replacement design

2023/24 Playground equipment replacement
Construct Skate Park (B-616)

Future Projects: Replace Field Lighting with LED (\$700,000)
Parking lot repairs and resurfacing

DESCRIPTION OF MODIFICATIONS:

Moved playground replacement design and construction out a year.
Added funding for 2027/28.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Capital Maintenance	\$937,283	\$500,000	\$150,000	\$150,000	\$150,000	\$150,000	\$2,037,283
Construction	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000
Total Cost Estimate:	\$962,283	\$500,000	\$150,000	\$150,000	\$150,000	\$150,000	\$2,062,283
Total Expenditure:	\$318,849	Unexpended: \$643,434 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$0	\$500,000	\$0	\$0	\$0	\$0	\$500,000
LLAD Zone D	\$26,907	\$0	\$0	\$0	\$0	\$0	\$26,907
Park Facilities	\$935,376	\$0	\$150,000	\$150,000	\$150,000	\$150,000	\$1,535,376
Total Funding:	\$962,283	\$500,000	\$150,000	\$150,000	\$150,000	\$150,000	\$2,062,283

RATIONALE FOR PROPOSED PROJECT:

Provide for ongoing repair.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



VETERANS MEMORIAL BUILDING CAPITAL MAINTENANCE

CIP No: B-582 | STATUS: In Construction | GREEN PROJECT: Yes | PRIORITY: 3/4 Ongoing | PROJECT MANAGER: NT



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Provide repair and preventative maintenance for the preservation of the Veterans Memorial Hall facilities.

Ongoing: HVAC repair
 Door repair
 Annual elevator maintenance and permits
 Painting and other hardscape related repairs

2019/20 Refinish floors in main room (COMPLETE)

2021/22 Retractable awning installation (COMPLETE)

2023/24 Replace HVAC unit
 Refinish wood floors

DESCRIPTION OF MODIFICATIONS:

Added funding for 2027/28.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Capital Maintenance	\$234,259	\$95,000	\$15,000	\$15,000	\$15,000	\$15,000	\$389,259
Total Cost Estimate:	\$234,259	\$95,000	\$15,000	\$15,000	\$15,000	\$15,000	\$389,259
Total Expenditure:	\$170,760	Unexpended: \$63,499 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$22,000	\$95,000	\$0	\$0	\$0	\$0	\$117,000
Civic Facilities Fund	\$184,500	\$0	\$15,000	\$15,000	\$15,000	\$15,000	\$244,500
P.E.G.	\$27,759	\$0	\$0	\$0	\$0	\$0	\$27,759
Total Funding:	\$234,259	\$95,000	\$15,000	\$15,000	\$15,000	\$15,000	\$389,259

RATIONALE FOR PROPOSED PROJECT:

Ongoing preventative maintenance and timely response to specific repairs and renovation needs as they occur.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0



MULTI-SPORT SKATE PARK

CIP No: B-616 | STATUS: In Design | GREEN PROJECT: No | PRIORITY: 1/2 | PROJECT MANAGER: HRP



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

The Parks, Recreation and Arts Commission recommends this as a high priority parks project. The project is identified in the Parks, Recreation, and Arts Strategic Plan as an important enhancement to the Parks, Recreation, and Arts system.

2018/19: Study for potential locations will include search for a location and a conceptual design. (COMPLETE)

2023/24: Multi-sport skate park design and construction at Diablo Vista Park; project will be combined with playground equipment replacement (B-560)

DESCRIPTION OF MODIFICATIONS:

Updated funding.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Study	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
Design	\$330,000	\$0	\$0	\$0	\$0	\$0	\$330,000
Construction	\$2,170,000	\$0	\$0	\$0	\$0	\$0	\$2,170,000
Total Cost Estimate:	\$2,520,000	\$0	\$0	\$0	\$0	\$0	\$2,520,000
Total Expenditure:	\$178,020	Unexpended: \$2,341,981 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
ARPA	\$2,500,000	\$0	\$0	\$0	\$0	\$0	\$2,500,000
CIP Gen Purpose Rev	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Park Facilities	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
Total Funding:	\$2,520,000	\$0	\$0	\$0	\$0	\$0	\$2,520,000

RATIONALE FOR PROPOSED PROJECT:

Provide recreation facilities for residents.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 50

Additional Town direct operating costs per year: \$5,000



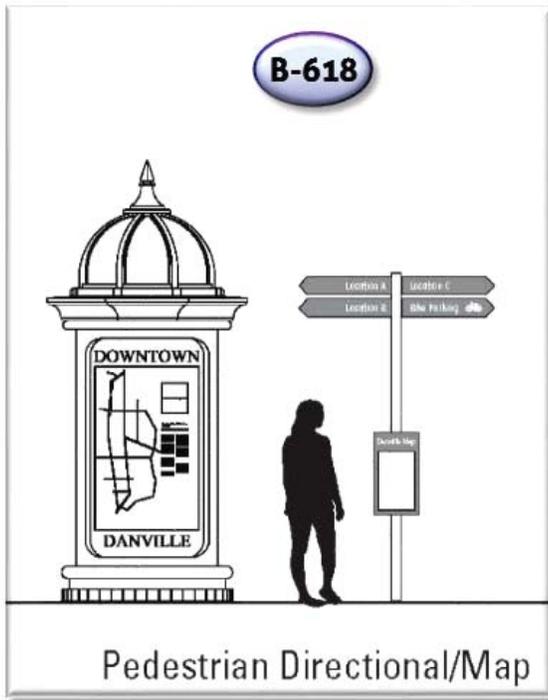
TOWN-WIDE WAYFINDING AND DIRECTIONAL SIGNAGE

CIP No: B-618 | STATUS: In Design

GREEN PROJECT: No

PRIORITY: 2

PROJECT MANAGER: BR



PROJECT DESCRIPTION AND LOCATION:

A comprehensive town-wide wayfinding and signage system for motorists, cyclists, and pedestrians. Sites include: downtown and retail centers, and points of interest. This project is a continuation of A-266 that included phases 1 and 2: Development of a Wayfinding Signage Master Plan (2010/11); and Construction of Wayfinding and Signage Elements.

This project continues with:

Phase 3: Interstate 680 signage. Installation of signage along I-680 directing motorists to downtown Danville. (COMPLETE)

Phase 4: Update three kiosk maps (2017/18). (COMPLETE)
Replaced lighting in kiosks with LED lighting (2018/19) (COMPLETE)

Phase 5: Expansion of wayfinding to new downtown parking lots and beyond downtown destinations. Estimated cost is \$12,000.
Repaint kiosk exteriors. Estimated cost is \$2,000.
Expand wayfinding signage (east of downtown)

DESCRIPTION OF MODIFICATIONS:

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$2,250	\$0	\$0	\$0	\$0	\$0	\$2,250
Construction	\$62,250	\$0	\$0	\$0	\$0	\$0	\$62,250
Total Cost Estimate:	\$64,500	\$0	\$0	\$0	\$0	\$0	\$64,500
Total Expenditure:	\$64,473	Unexpended: \$27 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Pur Reallocate	\$32,992	\$0	\$0	\$0	\$0	\$0	\$32,992
CIP Gen Purpose Rev	\$31,508	\$0	\$0	\$0	\$0	\$0	\$31,508
Total Funding:	\$64,500	\$0	\$0	\$0	\$0	\$0	\$64,500

RATIONALE FOR PROPOSED PROJECT:

Improve economic viability of the Town by providing signage for visitors, directing them to shopping areas and destinations.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
Additional Town direct operating costs per year: \$0

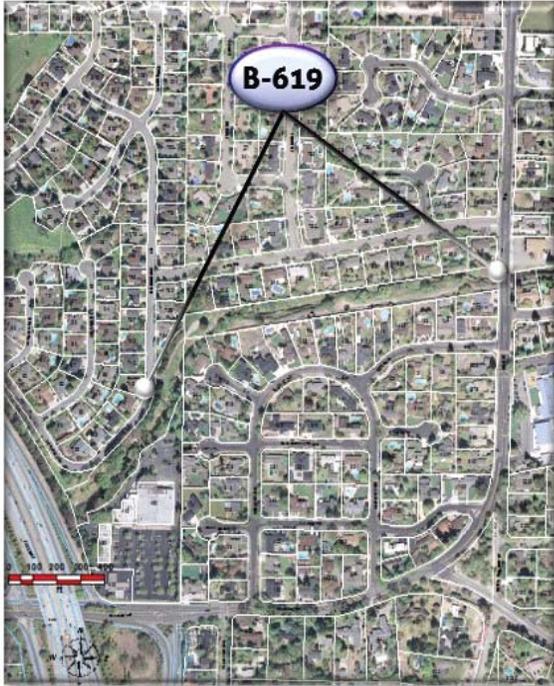


GREEN VALLEY TRAIL FROM HIGHBRIDGE LANE TO DIABLO ROAD

CIP No: B-619 | STATUS: Adopted

| GREEN PROJECT: Yes | PRIORITY: 2/3

| PROJECT MANAGER: BR



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Prepare a feasibility study for a trail from the Green Valley Shopping Center (Woodbine Bridge at Highbridge Lane) to Diablo Road via Green Valley Creek.

Trail would require a joint use/easement agreement from Contra Costa Flood Control District to develop and build this trail section. Estimated project cost \$1.2M.

DESCRIPTION OF MODIFICATIONS:

Updated description.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Study	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
Total Cost Estimate:	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
Total Expenditure:	\$9,800	Unexpended: \$10,200 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Park Facilities	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
Total Funding:	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000

RATIONALE FOR PROPOSED PROJECT:

Complete a trail gap. Provide alternate transportation mode.

EXPECTED IMPACT ON OPERATING BUDGET:

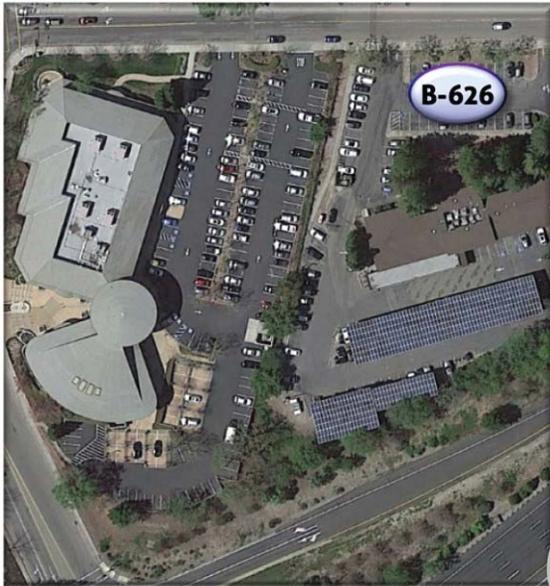
Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



TOWN OFFICE RELOCATION

CIP No: B-626 | STATUS: Completed 2023 | GREEN PROJECT: No | PRIORITY: 1 | PROJECT MANAGER: JAC



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Initially intended to serve as an interim location, the current Town Offices at 510 La Gonda Way were constructed in 1973 and are now undersized and in need of extensive renovation and upgrade to accommodate Police and General Government operations. This includes expansion of the permit center and public meeting rooms, new HVAC systems, restroom facilities, furnishings and fixtures, ADA and seismic retrofit work.

Acquisition of the property and building at 500 La Gonda Way will allow the Town to relocate into a newer, larger building that will eliminate the need for upgrades or retrofitting, and provide a long term, permanent solution to housing the Town Offices and Police Department. For these reasons, it offers a superior and financially prudent alternative to renovating the existing Offices.

Project was completed and Town operations including Police Services moved into the new building in 2022.

ARPA funds transferred to Project A-362. (\$500K)

Unexpended funds will be transferred to Project B-639 in 2024/25.

DESCRIPTION OF MODIFICATIONS:

Project is complete.

COMPLETE

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Site Acquisition	12,465,362	\$0	\$0	\$0	\$0	\$0	\$12,465,362
Design/Plan Review	\$750,000	\$0	\$0	\$0	\$0	\$0	\$750,000
Construction	13,794,106	\$0	\$0	\$0	\$0	\$0	\$13,794,106
Total Cost Estimate:	27,009,468	\$0	\$0	\$0	\$0	\$0	\$27,009,468
Total Expenditure:	\$26,116,210	Unexpended: \$1,134,087 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
ARPA	\$3,357,738	(\$500,000)	\$0	\$0	\$0	\$0	\$2,857,738
CIP Gen Purpose Rev	15,980,870	\$500,000	\$0	\$0	\$0	\$0	\$16,480,870
Sale of 125 Hartz	\$3,274,470	\$0	\$0	\$0	\$0	\$0	\$3,274,470
Transfer from A-580	\$4,396,390	\$0	\$0	\$0	\$0	\$0	\$4,396,390
Total Funding:	27,009,468	\$0	\$0	\$0	\$0	\$0	\$27,009,468

RATIONALE FOR PROPOSED PROJECT:

Relocate Town Offices into a newer, larger building.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0



TINY FLOURISHES

CIP No: B-627 | STATUS: In Design | GREEN PROJECT: No | PRIORITY: 5 | PROJECT MANAGER: HRP



PROJECT DESCRIPTION AND LOCATION:

This project has been recommended by the Parks, Recreation and Arts Commission as identified in the Parks, Recreation and Arts Strategic Plan.

This project will help to develop a plan to formalize the Tiny Flourishes idea which would allow for enhancements or amenities to be placed in the parks which would promote comfort and sociability while enhancing the use of public spaces. Items may include:

- Water fountains with bottle fillers
- Game Tables
- Nature play area
- Way finding signs for trails, nature walks
- Site furnishings (benches, tables, dog water bowls)
- Small Play Structures
- Outdoor Exercise Equipment
- Sport Amenities (Disc golf, pickleball, etc.)

DESCRIPTION OF MODIFICATIONS:

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$70,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$120,000
Total Cost Estimate:	\$70,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$120,000
Total Expenditure:	\$10,500	Unexpended: \$59,500 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$70,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$120,000
Total Funding:	\$70,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$120,000

RATIONALE FOR PROPOSED PROJECT:

Will provide Town with a plan to identify and purchase small enhancements that can be added to Town parks and facilities.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0



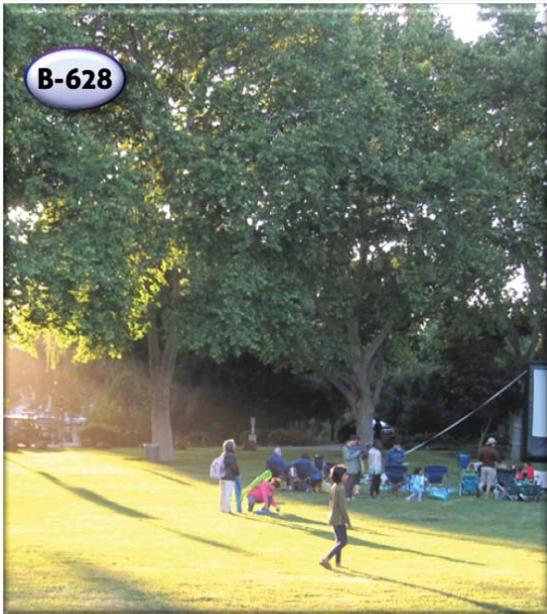
TOWN GREEN AND ARTS DISTRICT

CIP No: B-628 | STATUS: In Design

GREEN PROJECT: No

PRIORITY: 1/2

PROJECT MANAGER: HRP



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

The Parks, Recreation and Arts Commission recommends this as a high priority parks project. This project is identified in the Parks, Recreation and Arts Strategic Plan as an important to the Parks, Recreation and Arts System.

This project includes a comprehensive set of improvements, activities, and arts program strategies to activate the Town Green and Arts District on Front Street. Project includes larger stage, seating options, musical garden, climbable art, creek walk enhancements, maker space, gateway monuments and Village Theatre enhancements.

2022/23 Design Phase:

Phase 1 - Creek Walk, Musical Garden

Phase 2 - Town Green Core, Gateway Monuments, Village Theatre planting

Phase 3 - Amphitheater, Enhanced Crosswalk, Outdoor reading area

DESCRIPTION OF MODIFICATIONS:

Updated description.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
Construction	\$4,033,012	\$0	\$0	\$0	\$0	\$0	\$4,033,012
Total Cost Estimate:	\$4,133,012	\$0	\$0	\$0	\$0	\$0	\$4,133,012
Total Expenditure:	\$0	Unexpended: \$4,133,012 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
ARPA	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CIP Gen Purpose Rev	\$4,033,012	\$0	\$0	\$0	\$0	\$0	\$4,033,012
Park Facilities	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
Total Funding:	\$4,133,012	\$0	\$0	\$0	\$0	\$0	\$4,133,012

RATIONALE FOR PROPOSED PROJECT:

EXPECTED IMPACT ON OPERATING BUDGET:

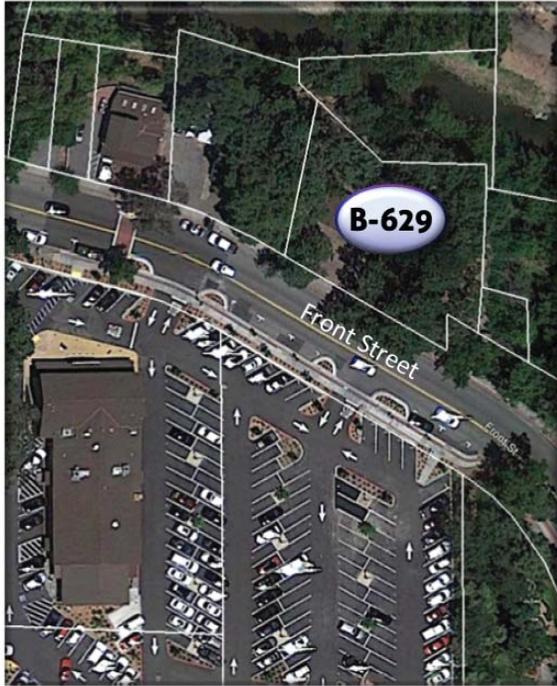
Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



282 FRONT STREET - ARTS DISTRICT MAKER SPACE

CIP No: B-629 | STATUS: In Design | GREEN PROJECT: No | PRIORITY: 4 | PROJECT MANAGER: HRP



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

The Parks, Recreation and Arts Commission recommends this as a high priority parks project. This project is identified in the Parks, Recreation and Arts Strategic Plan as an important to the Parks, Recreation and Arts System.

This project includes a comprehensive set of improvements, activities and arts program strategies to activate the Town Green and Arts District on Front Street. The Front Street property was specifically identified in the Town Green and Arts District Master Plan. The project includes a new building to become a maker space with restrooms, outdoor area including shade trellises, community tables and other seating.

Purchase of Property was completed in 2022/23.

DESCRIPTION OF MODIFICATIONS:

Updated funding.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Site Acquisition	\$600,000	\$0	\$0	\$0	\$0	\$0	\$600,000
Construction	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
Total Cost Estimate:	\$620,000	\$0	\$0	\$0	\$0	\$0	\$620,000
Total Expenditure:	\$20,000	Unexpended: \$600,000 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
ARPA	\$600,000	\$0	\$0	\$0	\$0	\$0	\$600,000
CIP Gen Purpose Rev	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Park Facilities	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
Total Funding:	\$620,000	\$0	\$0	\$0	\$0	\$0	\$620,000

RATIONALE FOR PROPOSED PROJECT:

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



PICKLEBALL COURTS

CIP No: B-637 | STATUS: Adopted

GREEN PROJECT: Yes | PRIORITY: 1/2

PROJECT MANAGER: DC



PROJECT DESCRIPTION AND LOCATION:

This project has been recommended by the Parks, Recreation & Arts Commission as identified in the Parks, Recreation & Arts Strategic Plan.

This project will expand the number of pickleball courts available at Town parks.

Potential locations: Osage Station Park

DESCRIPTION OF MODIFICATIONS:

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
Construction	\$400,000	\$0	\$0	\$0	\$0	\$0	\$400,000
Total Cost Estimate:	\$450,000	\$0	\$0	\$0	\$0	\$0	\$450,000
Total Expenditure:	\$0	Unexpended: \$450,000 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Park Facilities	\$450,000	\$0	\$0	\$0	\$0	\$0	\$450,000
Total Funding:	\$450,000	\$0	\$0	\$0	\$0	\$0	\$450,000

RATIONALE FOR PROPOSED PROJECT:

EXPECTED IMPACT ON OPERATING BUDGET:

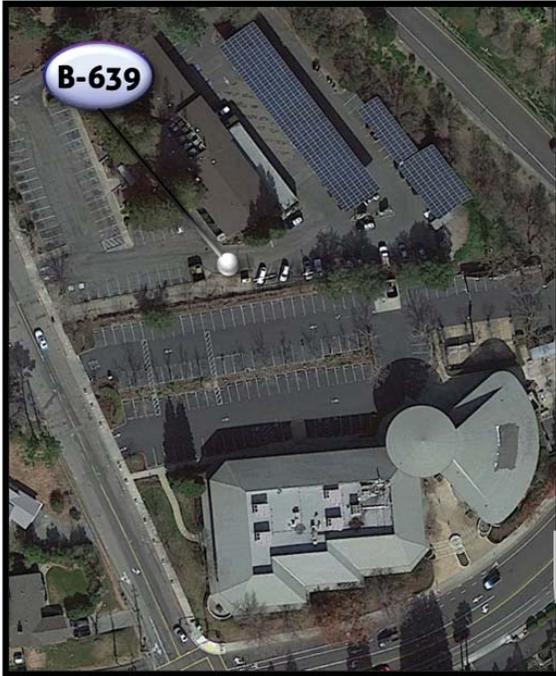
Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



TOWN OFFICE PARKING LOT EXPANSION AND SOLAR RELOCATION

CIP No: B-639 | STATUS: New | GREEN PROJECT: No | PRIORITY: 2 | PROJECT MANAGER: GS



This project is unfunded and has been modified.

PROJECT DESCRIPTION AND LOCATION:

Project will expand parking at the Town Offices and relocate the solar panels from 510 La Gonda Way. A lot line adjustment is required to utilize area of 510 La Gonda Way to expand parking. Funding will be transferred from B-626.

UNFUNDED

DESCRIPTION OF MODIFICATIONS:

New Project.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost Estimate:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenditure:		Not Available					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Transfer from B-626	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Funding:	\$0	\$0	\$0	\$0	\$0	\$0	\$0

RATIONALE FOR PROPOSED PROJECT:

Expand parking and relocate solar panels.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0



TOWN MEETING HALL TECHNOLOGY UPGRADE

CIP No: B-641 | STATUS: New

GREEN PROJECT: No | PRIORITY: 2

PROJECT MANAGER: CP



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

The project is located at the Town Meeting Hall, 201 Front Street, Danville, CA

The current technology at TMH is dated. Replacement will be necessary for the Town to reliably conduct hybrid formatted meetings in the future.

DESCRIPTION OF MODIFICATIONS:

New Project.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$0	\$5,000	\$0	\$0	\$0	\$0	\$5,000
Construction	\$0	\$190,000	\$0	\$0	\$0	\$0	\$190,000
Inspection & Admin.	\$0	\$5,000	\$0	\$0	\$0	\$0	\$5,000
Total Cost Estimate:	\$0	\$200,000	\$0	\$0	\$0	\$0	\$200,000
Total Expenditure:		Not Available					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$0	\$200,000	\$0	\$0	\$0	\$0	\$200,000
Total Funding:	\$0	\$200,000	\$0	\$0	\$0	\$0	\$200,000

RATIONALE FOR PROPOSED PROJECT:

Complete upgrade and renewal of the TMH technology which is over 10 years old.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0





Index of Transportation by Project Number

Pr#	Project Name	Page	Status
C-017	TOWN-WIDE SIDEWALK REPAIRS-----	CIP85	Construction, Modified
C-055	DIABLO ROAD TRAIL FROM ALAMEDA DIABLO TO TANK ACCESS ROAD-----	CIP86	Adopted, Modified
C-057	BLACKHAWK RD./HIDDEN OAK DR./MAGEE RANCH RD. TRAFFIC SIGNAL-----	CIP87	Adopted
C-305	TRAFFIC MANAGEMENT PROGRAM-----	CIP88	Design, Modified
C-392	BRIDGE MAINTENANCE-----	CIP89	Design, Modified
C-402	EL PINTADO OVERLAY - EL CERRO BLVD. TO I-680-----	CIP90	Design
C-418	TRAFFIC SIGNAL AND STREET LIGHT MAINTENANCE PROGRAM-----	CIP91	Construction, Modified
C-521	WEST EL PINTADO SIDEWALK IMPROVEMENT-----	CIP92	Adopted
C-545	TRAFFIC SIGNAL CONTROLLER UPGRADE-----	CIP93	Construction, Modified
C-552	INTERNALLY ILLUMINATED STREET NAME SIGN LED RETROFIT-----	CIP94	Construction, Modified
C-562	TRAFFIC SIGNAL INTERCONNECT SYSTEM-----	CIP95	Construction
C-566	TOWN-WIDE BICYCLE PARKING PROJECT-----	CIP96	Construction, Modified
C-585	ELECTRIC VEHICLE CHARGING STATIONS AT TOWN-OWNED FACILITIES-----	CIP97	Construction, Modified
C-588	BATTERY BACKUP REPLACEMENT FOR TRAFFIC SIGNALS-----	CIP98	Design
C-593	FRONT STREET CREEK BANK STABILIZATION-----	CIP99	Construction
C-598	PARK AND RIDE EXPANSION PROJECT-----	CIP100	Design
C-599	LA GONDA WAY BRIDGE IMPROVEMENTS-----	CIP101	Design, Modified
C-600	SAN RAMON VALLEY BOULEVARD IMPROVEMENTS-----	CIP102	Adopted
C-601	CAMINO RAMON IMPROVEMENTS-----	CIP103	Adopted, Modified
C-602	DANVILLE BOULEVARD IMPROVEMENTS-----	CIP104	Adopted
C-607	IRON HORSE TRAIL CROSSING IMPROVEMENTS-----	CIP105	Adopted, Modified
C-610	PAVEMENT MANAGEMENT-----	CIP106	Complete, Modified
C-621	TOWN-WIDE BICYCLE FACILITIES IMPROVEMENTS-----	CIP107	Design, Modified
C-634	TOWN-WIDE TRAFFIC SIGNAL MODERNIZATION-----	CIP108	Design
C-635	SYCAMORE VALLEY ROAD IMPROVEMENTS-----	CIP109	Adopted
C-638	LA GONDA WAY IMPROVEMENTS-----	CIP110	Adopted





Index of Transportation by Project Name

Pr#	Project Name	Page	Status
C-588	BATTERY BACKUP REPLACEMENT FOR TRAFFIC SIGNALS-----	CIP 98	Design
C-057	BLACKHAWK RD./HIDDEN OAK DR./MAGEE RANCH RD. TRAFFIC SIGNAL-----	CIP 87	Adopted
C-392	BRIDGE MAINTENANCE-----	CIP 89	Design, Modified
C-601	CAMINO RAMON IMPROVEMENTS-----	CIP 103	Adopted, Modified
C-602	DANVILLE BOULEVARD IMPROVEMENTS-----	CIP 104	Adopted
C-055	DIABLO ROAD TRAIL FROM ALAMEDA DIABLO TO TANK ACCESS ROAD-----	CIP 86	Adopted, Modified
C-402	EL PINTADO OVERLAY - EL CERRO BLVD. TO I-680-----	CIP 90	Design
C-585	ELECTRIC VEHICLE CHARGING STATIONS AT TOWN-OWNED FACILITIES-----	CIP 97	Construction, Modified
C-593	FRONT STREET CREEK BANK STABILIZATION-----	CIP 99	Construction
C-552	INTERNALLY ILLUMINATED STREET NAME SIGN LED RETROFIT-----	CIP 94	Construction, Modified
C-607	IRON HORSE TRAIL CROSSING IMPROVEMENTS-----	CIP 105	Adopted, Modified
C-599	LA GONDA WAY BRIDGE IMPROVEMENTS-----	CIP 101	Design, Modified
C-638	LA GONDA WAY IMPROVEMENTS-----	CIP 110	Adopted
C-598	PARK AND RIDE EXPANSION PROJECT-----	CIP 100	Design
C-610	PAVEMENT MANAGEMENT-----	CIP 106	Complete, Modified
C-600	SAN RAMON VALLEY BOULEVARD IMPROVEMENTS-----	CIP 102	Adopted
C-635	SYCAMORE VALLEY ROAD IMPROVEMENTS-----	CIP 109	Adopted
C-621	TOWN-WIDE BICYCLE FACILITIES IMPROVEMENTS-----	CIP 107	Design, Modified
C-566	TOWN-WIDE BICYCLE PARKING PROJECT-----	CIP 96	Construction, Modified
C-017	TOWN-WIDE SIDEWALK REPAIRS-----	CIP 85	Construction, Modified
C-634	TOWN-WIDE TRAFFIC SIGNAL MODERNIZATION-----	CIP 108	Design
C-305	TRAFFIC MANAGEMENT PROGRAM-----	CIP 88	Design, Modified
C-418	TRAFFIC SIGNAL AND STREET LIGHT MAINTENANCE PROGRAM-----	CIP 91	Construction, Modified
C-545	TRAFFIC SIGNAL CONTROLLER UPGRADE-----	CIP 93	Construction, Modified
C-562	TRAFFIC SIGNAL INTERCONNECT SYSTEM-----	CIP 95	Construction
C-521	WEST EL PINTADO SIDEWALK IMPROVEMENT-----	CIP 92	Adopted



TOWN-WIDE SIDEWALK REPAIRS

CIP No: C-017 | STATUS: In Construction | GREEN PROJECT: Yes | PRIORITY: 3 Ongoing | PROJECT MANAGER: JP



Town-wide Project

This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Design and construction of Town-wide sidewalk repair projects consistent with completed sidewalk survey and pursuant to the Municipal Code Section 12-6.3 and 6.4.

Ongoing repairs to address deficient sidewalk sections and reduce liability exposure.

Annual downtown tree well repairs.

Ongoing sidewalk repairs in downtown area.

DESCRIPTION OF MODIFICATIONS:

Added funding for 2027/28.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total	
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Construction	\$619,327	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$654,327	
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total Cost Estimate:	\$619,327	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$654,327	
Total Expenditure:	\$419,416	Unexpended: \$199,911 on 03-30-2023						

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Commercial TIP	\$298,362	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$333,362
Residential TIP	\$320,965	\$0	\$0	\$0	\$0	\$0	\$320,965
Total Funding:	\$619,327	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$654,327

RATIONALE FOR PROPOSED PROJECT:

Implementing plans for correction of deficient sidewalk sections will reduce liability exposure.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0

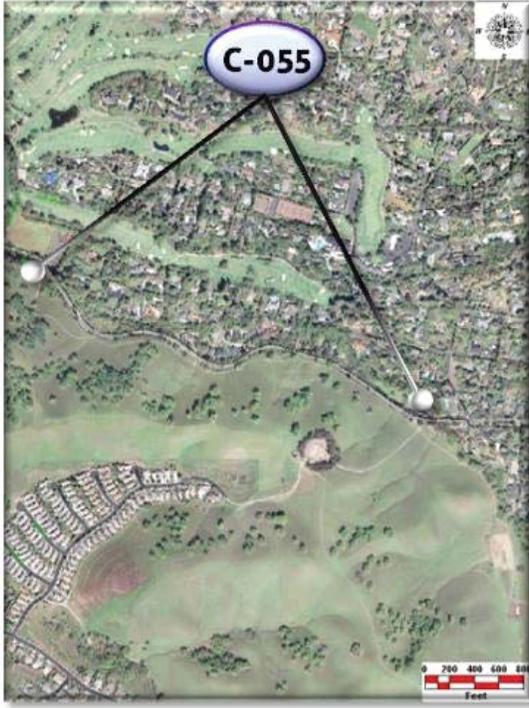


DIABLO ROAD TRAIL FROM ALAMEDA DIABLO TO TANK ACCESS ROAD

CIP No: C-055 | STATUS: In Design

GREEN PROJECT: Yes | PRIORITY: 1

PROJECT MANAGER: AD



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Project is part of the North East Roadway Improvement Assessment District (NERIAD) and consists of construction of a paved 0.9-mile Class I pedestrian/bicycle path located adjacent to the south side of Diablo Road from Fairway Drive to the west to the tank access road (1,200 feet west of Mt. Diablo Scenic/Blackhawk intersection) to the east. Path will connect to existing 0.5-mile Diablo Road (aka Barbara Haile) Trail to the west and a new 0.7-mile Class I path to the east that will be constructed as part of the Magee Preserve Development.

Funding plan is completed with reallocation of Measure J program funds from C-578, C-598, C-600 and C-602.

A TDA grant (\$150,000) was awarded for FY22 cycle for the construction of the crossing improvements (HAWK signal) at the intersection of Diablo Road/Fairway Drive.

2018 - Feasibility Study (COMPLETE)
 2022/23 Environmental MND/IS approved (COMPLETE)
 2023/24 Construction

DESCRIPTION OF MODIFICATIONS:

Updated description and funding.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Environmental Review	\$445,923	\$0	\$0	\$0	\$0	\$0	\$445,923
Design/Plan Review	\$429,000	\$0	\$0	\$0	\$0	\$0	\$429,000
Design	\$35,536	\$0	\$0	\$0	\$0	\$0	\$35,536
Construction	\$4,731,568	\$0	\$0	\$0	\$0	\$0	\$4,731,568
Inspection & Admin.	\$57,200	\$0	\$0	\$0	\$0	\$0	\$57,200
Total Cost Estimate:	\$5,699,227	\$0	\$0	\$0	\$0	\$0	\$5,699,227
Total Expenditure:	\$347,415	Unexpended: \$5,351,812 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Meas J Major St 24c	\$3,059,536	\$0	\$0	\$0	\$0	\$0	\$3,059,536
Meas J-CC-TLC (2012)	\$75,000	\$0	\$0	\$0	\$0	\$0	\$75,000
Meas J-CC-TLC (2017)	\$1,500,000	\$0	\$0	\$0	\$0	\$0	\$1,500,000
NERIAD	\$914,691	\$0	\$0	\$0	\$0	\$0	\$914,691
TDA Grant	\$150,000	\$0	\$0	\$0	\$0	\$0	\$150,000
Total Funding:	\$5,699,227	\$0	\$0	\$0	\$0	\$0	\$5,699,227

RATIONALE FOR PROPOSED PROJECT:

This project mitigates the impacts of development within the NERIAD project boundaries.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0



BLACKHAWK RD./HIDDEN OAK DR./MAGEE RANCH RD. TRAFFIC SIGNAL

CIP No: C-057 | STATUS: Adopted

GREEN PROJECT: No

PRIORITY: 5

PROJECT MANAGER: AD



PROJECT DESCRIPTION AND LOCATION:

Construction of a traffic signal and loop detectors at the main entrance to the Magee Ranch development. The project will avoid conflict with the existing trees. This signal would be operated and maintained by Contra Costa County.

Funding for this signal is to be set aside for traffic signal installation at such time as signal warrants are met.

DESCRIPTION OF MODIFICATIONS:

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$31,500	\$0	\$0	\$0	\$0	\$0	\$31,500
Construction	\$157,500	\$0	\$0	\$0	\$0	\$0	\$157,500
Inspection & Admin.	\$4,370	\$0	\$0	\$0	\$0	\$0	\$4,370
Total Cost Estimate:	\$193,370	\$0	\$0	\$0	\$0	\$0	\$193,370
Total Expenditure:	\$0	Unexpended: \$193,370 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
NERIAD	\$193,370	\$0	\$0	\$0	\$0	\$0	\$193,370
Total Funding:	\$193,370	\$0	\$0	\$0	\$0	\$0	\$193,370

RATIONALE FOR PROPOSED PROJECT:

This project would mitigate traffic impacts associated with development within the NERIAD boundaries.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$5,000



TRAFFIC MANAGEMENT PROGRAM

CIP No: C-305 | STATUS: In Design

GREEN PROJECT: No | PRIORITY: 2 Ongoing

PROJECT MANAGER: AD



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Implementation of Neighborhood Traffic Management Program (NTMP) and the Arterial Management Program through installation of traffic calming/safety devices including speed humps, signs/pavement markings, crosswalk enhancements (RRFBs), radar display signs, curb bulb-outs.

NTMP projects require neighborhood majority (70%) and Town Council approvals.

Locations identified for RRFB Systems:

2022/23 - IHT Crossings at Love Lane, Linda Mesa and Del Amigo; Stone Valley/MVHS (Design/Construction - HSIP Grant)
2023/24 - IHT/Hartford Road, Hartz Ave/Church St (Funding TBD)

Locations identified for Radar Display Signs:

2021/22 - SRVB (2), Sycamore Valley Road (2), Greenbrook Drive (1)
2022/23 - Greenbrook Dr (2), St. Christopher Dr (1), SRVB (2), Sycamore Valley Rd (2), Camino Tassajara (1) (Complete)
2023/24 - Proposed new locations include McCauley Road (1), Diablo Road (1)

DESCRIPTION OF MODIFICATIONS:

Updated description, increased funding for 2023/24 and added funding for 2027/28.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$88,062	\$0	\$0	\$0	\$0	\$0	\$88,062
Construction	\$965,436	\$50,000	\$25,000	\$25,000	\$25,000	\$25,000	\$1,115,436
Inspection & Admin.	\$27,309	\$0	\$0	\$0	\$0	\$0	\$27,309
Total Cost Estimate:	\$1,080,807	\$50,000	\$25,000	\$25,000	\$25,000	\$25,000	\$1,230,807
Total Expenditure:	\$732,620	Unexpended: \$348,187 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Pur Reallocate	(\$75,000)	\$0	\$0	\$0	\$0	\$0	(\$75,000)
CIP Gen Purpose Rev	\$873,807	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$998,807
HSIP Grant	\$282,000	\$0	\$0	\$0	\$0	\$0	\$282,000
Meas J Sub Trans 28c	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000
Total Funding:	\$1,080,807	\$50,000	\$25,000	\$25,000	\$25,000	\$25,000	\$1,230,807

RATIONALE FOR PROPOSED PROJECT:

Implements program approved by Town Council to address arterial and neighborhood traffic problems.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 400
Additional Town direct operating costs per year: \$1,500

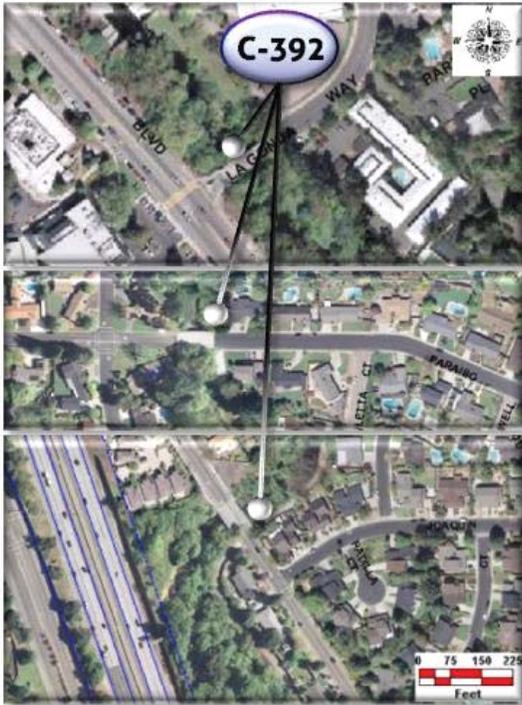


BRIDGE MAINTENANCE

CIP No: C-392 | STATUS: In Design

GREEN PROJECT: Yes | PRIORITY: 2

PROJECT MANAGER: SJ



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Caltrans performs biennial inspections for all Town bridges and provides a Bridge Inspection Report (BIR) that offers recommended preventative maintenance. Projects are prioritized based on objective procedures with the highest priority placed on projects that include scour countermeasures and the repair, restoration, and strengthening of structural elements.

2020/21: Develop a Bridge Preventative Maintenance Program to identify and prioritize maintenance needs for all Town bridges. (COMPLETE)

Projects accepted into the Caltrans Bridge Preventative Maintenance Program (BPMP) are eligible for 80% reimbursement of construction costs.

2023/24: Complete grant eligible work for seven Town Bridges including: Camino Ramon, Paraiso Drive, Greenbrook (2), El Cerro Boulevard, El Portal Avenue, El Capitan Drive

DESCRIPTION OF MODIFICATIONS:

Updated description.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$28,459	\$0	\$0	\$0	\$0	\$0	\$28,459
Construction	\$1,363,674	\$0	\$0	\$0	\$0	\$0	\$1,363,674
Inspection & Admin.	\$13,096	\$0	\$0	\$0	\$0	\$0	\$13,096
Total Cost Estimate:	\$1,405,229	\$0	\$0	\$0	\$0	\$0	\$1,405,229
Total Expenditure:	\$164,961	Unexpended: \$1,240,268 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$426,491	\$0	\$0	\$0	\$0	\$0	\$426,491
Community Dev Agency	\$36,485	\$0	\$0	\$0	\$0	\$0	\$36,485
Grant	\$848,240	\$0	\$0	\$0	\$0	\$0	\$848,240
Meas J Rtrn to Src	\$94,013	\$0	\$0	\$0	\$0	\$0	\$94,013
Total Funding:	\$1,405,229	\$0	\$0	\$0	\$0	\$0	\$1,405,229

RATIONALE FOR PROPOSED PROJECT:

Caltrans recommended repairs will reduce damage to the bridge structures.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0



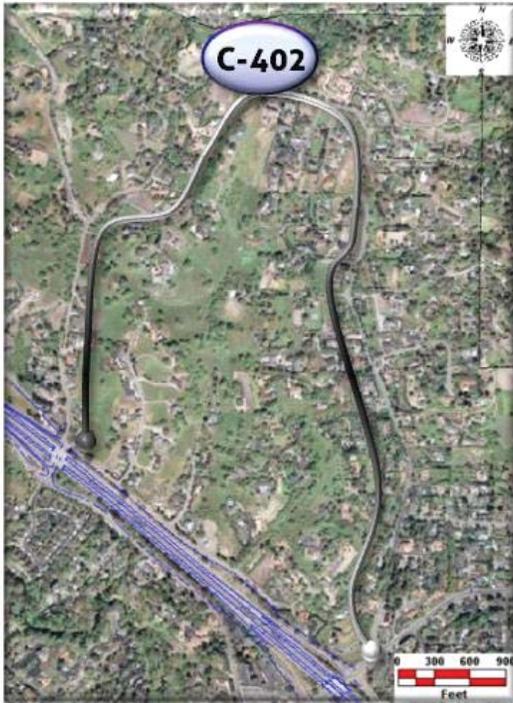
EL PINTADO OVERLAY - EL CERRO BLVD. TO I-680

CIP No: C-402 | STATUS: In Design

GREEN PROJECT: No

PRIORITY: 2/3

PROJECT MANAGER: NNS



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

This project includes asphalt dig-out and repairs, an overlay with reinforcing fabric and some shoulder backing.

Funding for a portion of this project is proposed to come from deferred improvement agreements.

The deferred improvement agreement funding has not been collected from the property owners.

A portion of this project was completed in April of 2011, spending all of the CIP General Purpose Revenue and Measure J Return to Source funds.

Construction phase to begin in summer 2023.

DESCRIPTION OF MODIFICATIONS:

Updated description.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$1,130,376	\$500,000	\$0	\$0	\$0	\$0	\$1,630,376
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost Estimate:	\$1,130,376	\$500,000	\$0	\$0	\$0	\$0	\$1,630,376
Total Expenditure:	\$284,714	Unexpended: \$845,662 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$1,080,376	\$500,000	\$0	\$0	\$0	\$0	\$1,580,376
Meas J Rtrn to Src	\$50,000	\$0	\$0	\$0	\$0	\$0	\$50,000
Total Funding:	\$1,130,376	\$500,000	\$0	\$0	\$0	\$0	\$1,630,376

RATIONALE FOR PROPOSED PROJECT:

This section of roadway is in poor condition and is in need of repair and overlay.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0



TRAFFIC SIGNAL AND STREET LIGHT MAINTENANCE PROGRAM

CIP No: C-418 | STATUS: In Construction | GREEN PROJECT: No | PRIORITY: 2 Ongoing | PROJECT MANAGER: AD



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Maintenance for 54 Town and County owned signalized intersections, repaint 241 street lights, and 2 banner poles. Work includes:

Replace aging illuminated in-ground crosswalk systems with new Rectangular Rapid Flashing Beacon systems at the following locations:

- Parkhaven Drive (COMPLETE)
- Rassani Drive (COMPLETE)
- Front Street/Community Center (COMPLETE)
- Railroad Avenue/Clock Tower Parking Lot (COMPLETE)
- Hartz Ave/Prospect Ave (COMPLETE)
- Del Amigo/Iron Horse Trail (2023/24)
- Diablo Rd/Arroyo Dr (COMPLETE)
- La Gonda Way/St. Isidore Church (COMPLETE)

Touch-up painting will continue on an annual basis as needed.

Repainting maintenance is on a 5 to 10 year cycle. Priority for the Downtown Business District. Repainting locations and schedule will be evaluated (FY 2023/24).

DESCRIPTION OF MODIFICATIONS:

Updated description.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$947,018	\$0	\$0	\$0	\$0	\$0	\$947,018
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost Estimate:	\$947,018	\$0	\$0	\$0	\$0	\$0	\$947,018
Total Expenditure:	\$675,428	Unexpended: \$271,590 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Pur Reallocate	(\$200,000)	\$0	\$0	\$0	\$0	\$0	(\$200,000)
CIP Gen Purpose Rev	\$617,304	\$0	\$0	\$0	\$0	\$0	\$617,304
LLAD Zone C	\$269,350	\$0	\$0	\$0	\$0	\$0	\$269,350
Meas J Rtrn to Src	\$91,964	\$0	\$0	\$0	\$0	\$0	\$91,964
PG&E Grant	\$168,400	\$0	\$0	\$0	\$0	\$0	\$168,400
Total Funding:	\$947,018	\$0	\$0	\$0	\$0	\$0	\$947,018

RATIONALE FOR PROPOSED PROJECT:

Ongoing maintenance required for proper function, to extend signal life and improve aesthetics.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 40
Additional Town direct operating costs per year: \$5,000



WEST EL PINTADO SIDEWALK IMPROVEMENT

CIP No: C-521 | STATUS: In Design

GREEN PROJECT: Yes | PRIORITY: 3

PROJECT MANAGER: SJ



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Completion of sidewalk improvements on West El Pintado Road between Weller Lane & El Cerro Boulevard, including minor street reconstruction in selected areas, installation of sidewalks in currently unimproved areas, new paving, curb and gutter.

Estimate does not include right-of-way acquisition costs (5,380 s.f.). All options will be explored to avoid the need for right-of-way acquisition.

FY 23/24: Begin design phase.

DESCRIPTION OF MODIFICATIONS:

Updated description.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$71,833	\$0	\$0	\$0	\$0	\$0	\$71,833
Construction	\$393,296	\$0	\$0	\$0	\$0	\$0	\$393,296
Inspection & Admin.	\$20,268	\$0	\$0	\$0	\$0	\$0	\$20,268
Total Cost Estimate:	\$485,397	\$0	\$0	\$0	\$0	\$0	\$485,397
Total Expenditure:	\$5,200	Unexpended: \$480,197 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$485,397	\$0	\$0	\$0	\$0	\$0	\$485,397
Total Funding:	\$485,397	\$0	\$0	\$0	\$0	\$0	\$485,397

RATIONALE FOR PROPOSED PROJECT:

Sidewalk is needed to complete the pedestrian connection between El Cerro Blvd. and Diablo Rd.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 5
 Additional Town direct operating costs per year: \$500



TRAFFIC SIGNAL CONTROLLER UPGRADE

CIP No: C-545 | STATUS: In Construction | GREEN PROJECT: No | PRIORITY: 1/2 | PROJECT MANAGER: AD



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

The Town's traffic signal system is aging with equipment becoming obsolete requiring major replacement of traffic signal controllers, hardware and software.

New Advanced Traffic Signal Controllers (ATC) will replace 170 traffic controllers at 54 intersections. A new traffic management software (TMS) system (Econolite - Centrac) will replace the current TMS (QuikNet).

2023/24 Phase III - Assume maintenance of Caltrans-controlled traffic signals at six (6) on/off ramps along I-680 in Danville. Replace 170 controllers with new ATC (Econolite) controllers. To be coordinated with CCTA Innovate680 CATS project. (\$50,000)

DESCRIPTION OF MODIFICATIONS:

Updated description and added funding for 2027/28.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$979,011	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$1,129,011
Inspection & Admin.	\$4,310	\$0	\$0	\$0	\$0	\$0	\$4,310
Total Cost Estimate:	\$983,321	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$1,133,321
Total Expenditure:	\$887,485	Unexpended: \$95,835 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000
Gas Tax	\$453,698	\$0	\$0	\$0	\$0	\$0	\$453,698
Meas J Rtrn to Src	\$150,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$300,000
Proposition 1B	\$179,623	\$0	\$0	\$0	\$0	\$0	\$179,623
Total Funding:	\$983,321	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$1,133,321

RATIONALE FOR PROPOSED PROJECT:

EXPECTED IMPACT ON OPERATING BUDGET:

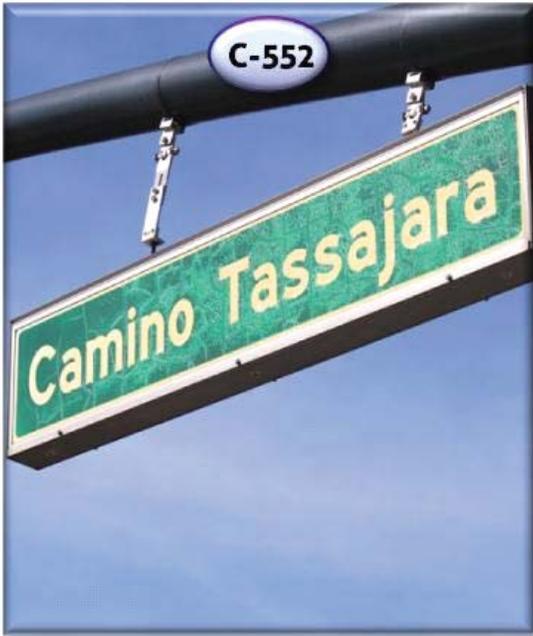
Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



INTERNALLY ILLUMINATED STREET NAME SIGN LED RETROFIT

CIP No: C-552 | STATUS: In Construction | GREEN PROJECT: Yes | PRIORITY: 1 Ongoing | PROJECT MANAGER: AD



Town-wide Project

This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Internally illuminated street name signs were initially equipped with fluorescent lamps which required intensive maintenance and not energy efficient. This project replaces the fluorescent lamps with energy efficient LED lamps.

This project will also replace street name sign panels that have reached the end of service life.

46 LED lamp retrofits and 131 illuminated street name sign panels throughout 31 intersections were completed through 2018/19.

LED retrofits and street name sign panels at the remaining eight intersections will be completed in FY23/24.

DESCRIPTION OF MODIFICATIONS:

Updated description.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$8,620	\$0	\$0	\$0	\$0	\$0	\$8,620
Construction	\$221,100	\$0	\$0	\$0	\$0	\$0	\$221,100
Total Cost Estimate:	\$229,720	\$0	\$0	\$0	\$0	\$0	\$229,720
Total Expenditure:	\$113,496	Unexpended: \$116,224 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Meas J Rtrn to Src	\$229,720	\$0	\$0	\$0	\$0	\$0	\$229,720
Total Funding:	\$229,720	\$0	\$0	\$0	\$0	\$0	\$229,720

RATIONALE FOR PROPOSED PROJECT:

Improve efficiency and reduce costs.

EXPECTED IMPACT ON OPERATING BUDGET:

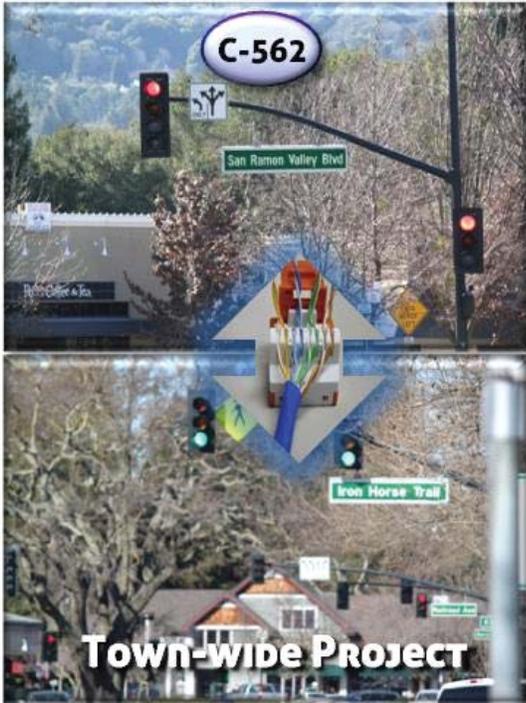
Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0





TRAFFIC SIGNAL INTERCONNECT SYSTEM

CIP No: C-562 | STATUS: In Construction | GREEN PROJECT: No | PRIORITY: 3 Ongoing | PROJECT MANAGER: AD



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Provides support for traffic signal hardware and software communications and operating system components. This project will provide support for integration and future maintenance of fiber optic network.

DESCRIPTION OF MODIFICATIONS:

Updated description.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total	
Capital Maintenance	\$146,804	\$0	\$0	\$0	\$0	\$0	\$146,804	
Total Cost Estimate:	\$146,804	\$0	\$0	\$0	\$0	\$0	\$146,804	
Total Expenditure:	\$132,479	Unexpended: \$14,325 on 03-30-2023						

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Meas J Rtrn to Src	\$146,804	\$0	\$0	\$0	\$0	\$0	\$146,804
Total Funding:	\$146,804	\$0	\$0	\$0	\$0	\$0	\$146,804

RATIONALE FOR PROPOSED PROJECT:

Ongoing maintenance and monitoring of the traffic signal system and major upgrade to monitoring software.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
Additional Town direct operating costs per year: \$0



TOWN-WIDE BICYCLE PARKING PROJECT

CIP No: C-566 | STATUS: In Construction | GREEN PROJECT: Yes | PRIORITY: 3 | PROJECT MANAGER: AD



PROJECT DESCRIPTION AND LOCATION:

Phase 1: A planning study to determine a plan for the phased installation of bicycle parking facilities. The study will generate bike parking standards with a detailed focus on the downtown. (COMPLETE)

Phase 2A: Installation of bike racks at most of the locations identified in the Bicycle Parking Assessment within the public right-of-way. (COMPLETE)

Phase 2B: Installation of bicycle parking at identified private property locations that are to be initiated by property owners.

Phase 3: Replace bicycle racks at the Library/Community Center. Identify potential locations for bicycle e-lockers in the downtown area. Proceed with replacement of existing bicycle lockers with 16 e-lockers and bicycle racks at Park & Ride using BAAQMD funding procured as part of Park & Ride project. Research/deploy new bicycle rack designs to promote bicycling to the downtown.

A Transportation Demand Management (TDM) grant will be used for replacement of existing/new bike rack locations.

DESCRIPTION OF MODIFICATIONS:

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000
Construction	\$22,000	\$0	\$0	\$0	\$0	\$0	\$22,000
Total Cost Estimate:	\$37,000	\$0	\$0	\$0	\$0	\$0	\$37,000
Total Expenditure:	\$26,854	Unexpended: \$10,146 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$21,000	\$0	\$0	\$0	\$0	\$0	\$21,000
TDM Grant	\$16,000	\$0	\$0	\$0	\$0	\$0	\$16,000
Total Funding:	\$37,000	\$0	\$0	\$0	\$0	\$0	\$37,000

RATIONALE FOR PROPOSED PROJECT:

Provide parking facilities for a multi-modal transportation network including design standards for Town-wide bicycle parking facilities.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0



ELECTRIC VEHICLE CHARGING STATIONS AT TOWN-OWNED FACILITIES

CIP No: C-585 | STATUS: In Construction | GREEN PROJECT: Yes | PRIORITY: 2 Ongoing | PROJECT MANAGER: CB



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

This project is being continued to construct additional electric vehicle charging stations.

Five (5) new electric vehicle charging units (10 stations) are proposed to be installed as part of future Park and Ride Expansion.

Electric vehicle charging station rates were increased in February 2020 and are projected to generate an annual revenue in the range of \$20,000 to \$24,000 to offset maintenance and operating costs.

2023/24 Research potential new vendors and services. Level III charger at Library/Community Center requires replacement. Pursue grant funding to cover replacement costs.

DESCRIPTION OF MODIFICATIONS:

Updated description.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Project Prep.	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000
Construction	\$93,084	\$0	\$0	\$0	\$0	\$0	\$93,084
Total Cost Estimate:	\$108,084	\$0	\$0	\$0	\$0	\$0	\$108,084
Total Expenditure:	\$103,060	Unexpended: \$5,024 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$108,084	\$0	\$0	\$0	\$0	\$0	\$108,084
Total Funding:	\$108,084	\$0	\$0	\$0	\$0	\$0	\$108,084

RATIONALE FOR PROPOSED PROJECT:

Provide electric vehicle charging stations public use.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 20
Additional Town direct operating costs per year: \$2,000



BATTERY BACKUP REPLACEMENT FOR TRAFFIC SIGNALS

CIP No: C-588 | STATUS: In Design

GREEN PROJECT: Yes | PRIORITY: 2

PROJECT MANAGER: AD



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

The Town's current battery backup systems for traffic signals, installed over 10 years ago, are in need of replacement and/or repair. All 54 signals are equipped with battery backup systems. A number of the systems have failed and have been replaced.

This project replaces battery backup systems at an average of eight intersections annually.

2021/22 Replace batteries and inverters at 8 intersections (COMPLETE)

2022/23 Replaced batteries at 15 intersections (complete) and two IP based systems with remote monitoring software at two intersections (COMPLETE)

2023/24 Install and integrate new BBU systems with remote monitoring software as part of grant-funded signal modernization project improvements (C-634). Continue with battery replacement as needed throughout system.

DESCRIPTION OF MODIFICATIONS:

Updated description and funding.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$4,000	\$0	\$0	\$0	\$0	\$0	\$4,000
Construction	\$106,000	\$25,000	\$0	\$0	\$0	\$0	\$131,000
Total Cost Estimate:	\$110,000	\$25,000	\$0	\$0	\$0	\$0	\$135,000
Total Expenditure:	\$71,137	Unexpended: \$38,863 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Meas J Rtrn to Src	\$110,000	\$0	\$0	\$0	\$0	\$0	\$110,000
Meas J Sub Trans 28c	\$0	\$25,000	\$0	\$0	\$0	\$0	\$25,000
Total Funding:	\$110,000	\$25,000	\$0	\$0	\$0	\$0	\$135,000

RATIONALE FOR PROPOSED PROJECT:

Battery backup is very important for intersection safety during power outages.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0



FRONT STREET CREEK BANK STABILIZATION

CIP No: C-593 | STATUS: In Construction | GREEN PROJECT: Yes | PRIORITY: 1/2 | PROJECT MANAGER: SJ



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Provide a feasibility study, design, and construction of a retaining wall on Front Street north of Diablo Road. Work includes retaining walls, curb, gutter, street work, and creek bank slope protection.

Construction for the slope repair was completed in 2019.

Ongoing monitoring as required for environmental permit mitigation.

DESCRIPTION OF MODIFICATIONS:

Project is complete.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$202,400	\$0	\$0	\$0	\$0	\$0	\$202,400
Construction	\$720,000	\$0	\$0	\$0	\$0	\$0	\$720,000
Total Cost Estimate:	\$922,400	\$0	\$0	\$0	\$0	\$0	\$922,400
Total Expenditure:	\$895,028	Unexpended: \$27,372 on 3-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$922,400	\$0	\$0	\$0	\$0	\$0	\$922,400
Total Funding:	\$922,400	\$0	\$0	\$0	\$0	\$0	\$922,400

RATIONALE FOR PROPOSED PROJECT:

Existing slope failure.

EXPECTED IMPACT ON OPERATING BUDGET:

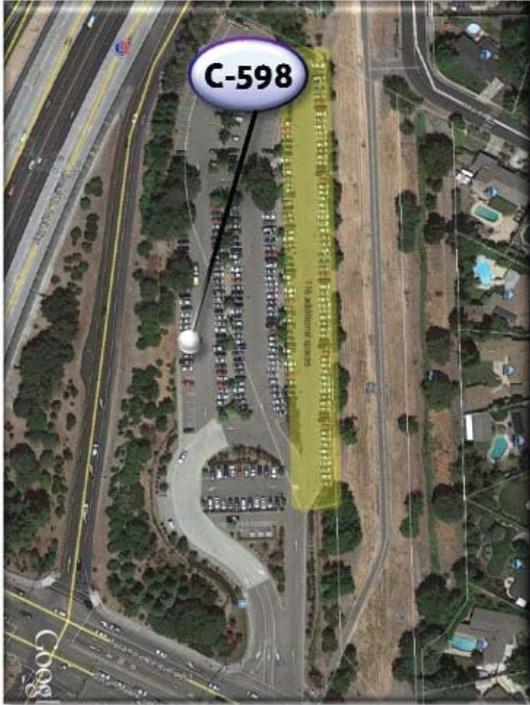
Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



PARK AND RIDE EXPANSION PROJECT

CIP No: C-598 | STATUS: In Construction | GREEN PROJECT: Yes | PRIORITY: 2/3 | PROJECT MANAGER: NNS



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

The Sycamore Park and Ride is an important element in the multi-modal transportation network that serves Danville and the San Ramon Valley. The facility helps reduce the number of vehicles and vehicle trips travelling on I-680 on weekdays and serves as a transit hub for the public and private bus services. Presently, the facility is operating at close to capacity on weekdays. This project will expand the existing Park and Ride facility to the east, adding approximately 116 parking spaces.

Existing landscape, mound, and wall will be relocated. Pedestrian access will be added at the north end of the project.

Expansion of the parking lot is placed on hold in it's current design and funds reallocated to CIP C-055 Diablo Road Trail.

2022/23: Construct C.3 bioretention basin and pedestrian connection to Iron Horse Trail. (COMPLETE)

DESCRIPTION OF MODIFICATIONS:

Updated description.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total	
Design	\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000	
Construction	\$2,837,500	\$0	\$0	\$0	\$0	\$0	\$2,837,500	
Inspection & Admin.	\$10,000	\$0	\$0	\$0	\$0	\$0	\$10,000	
Transfer	\$1,500,000)	\$0	\$0	\$0	\$0	\$0	(\$1,500,000)	
Total Cost Estimate:	\$1,547,500	\$0	\$0	\$0	\$0	\$0	\$1,547,500	
Total Expenditure:	\$965,264	Unexpended: \$576,736 on 03-30-2023						

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Grant	\$12,500	\$0	\$0	\$0	\$0	\$0	\$12,500
Meas J Sub Trans 28c	\$250,000	\$0	\$0	\$0	\$0	\$0	\$250,000
Meas J-CC-TLC (2017)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SCC Regional	\$905,000	\$0	\$0	\$0	\$0	\$0	\$905,000
TDM Grant	\$25,000	\$0	\$0	\$0	\$0	\$0	\$25,000
TFCA/TDA	\$80,000	\$0	\$0	\$0	\$0	\$0	\$80,000
TVTD Commercial	\$106,000	\$0	\$0	\$0	\$0	\$0	\$106,000
TVTD Residential	\$169,000	\$0	\$0	\$0	\$0	\$0	\$169,000
Total Funding:	\$1,547,500	\$0	\$0	\$0	\$0	\$0	\$1,547,500

RATIONALE FOR PROPOSED PROJECT:

Provide additional parking for alternate transportation modes.

EXPECTED IMPACT ON OPERATING BUDGET:

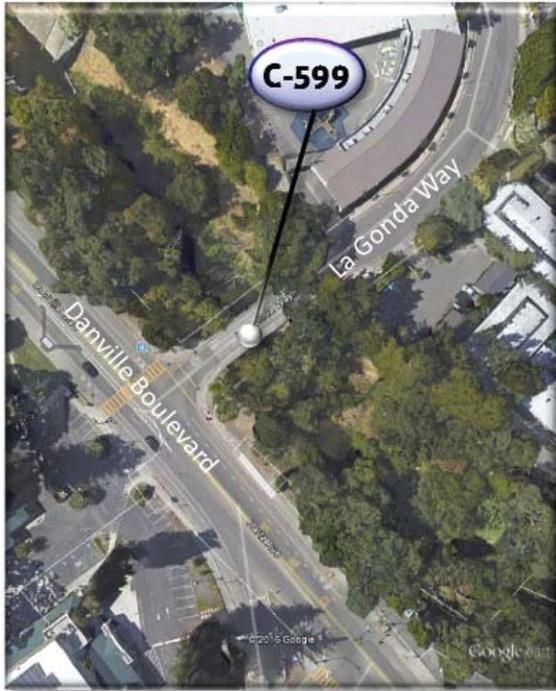
Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



LA GONDA WAY BRIDGE IMPROVEMENTS

CIP No: C-599 | STATUS: In Design | GREEN PROJECT: No | PRIORITY: 1/2 | PROJECT MANAGER: SJ



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

The existing La Gonda Way bridge, built in 1950, is a three-span steel girder structure. The latest Caltrans inspection report performed in June 2014 classified the bridge as "structurally deficient" due to its poor deck condition. The bridge is also too narrow for existing traffic and pedestrian conditions.

The bridge will be replaced as part of the Caltrans Highway Bridge Program (HBP) making it eligible for federal reimbursement of 88.53% of participating costs.

The replacement bridge will accommodate two lanes of traffic, bicycles, and pedestrians. The project will also include pedestrian improvements at La Gonda Way/Danville Boulevard intersection.

Caltrans has programmed the construction phase for FY 2026/27.

DESCRIPTION OF MODIFICATIONS:

Project moved out to FY 2026/27.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Land and ROW	\$117,600	\$0	\$0	\$0	\$0	\$0	\$117,600
Design	\$1,203,807	\$0	\$0	\$0	\$0	\$0	\$1,203,807
Testing	\$78,750	\$0	\$0	\$0	\$0	\$0	\$78,750
Construction	\$0	\$0	\$0	\$0	\$4,586,000	\$0	\$4,586,000
Inspection & Admin.	\$0	\$0	\$0	\$0	\$50,000	\$0	\$50,000
Total Cost Estimate:	\$1,400,157	\$0	\$0	\$0	\$4,636,000	\$0	\$6,036,157
Total Expenditure:	\$1,244,712	Unexpended: \$155,445 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$162,577	\$0	\$0	\$0	\$531,750	\$0	\$694,327
Grant	\$1,237,580	\$0	\$0	\$0	\$4,104,250	\$0	\$5,341,830
Total Funding:	\$1,400,157	\$0	\$0	\$0	\$4,636,000	\$0	\$6,036,157

RATIONALE FOR PROPOSED PROJECT:

EXPECTED IMPACT ON OPERATING BUDGET:

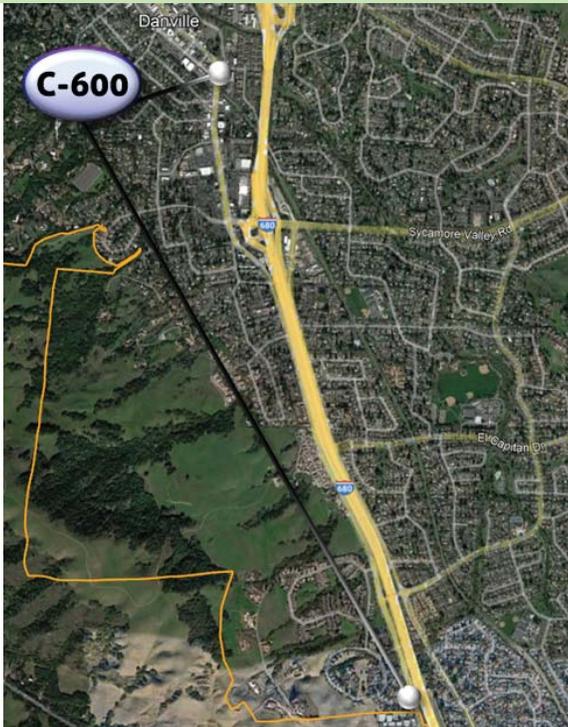
Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0





SAN RAMON VALLEY BOULEVARD IMPROVEMENTS

CIP No: C-600 | STATUS: In Design | GREEN PROJECT: Yes | PRIORITY: 1/2 | PROJECT MANAGER: NNS



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

This project scope consists of slurry seal and restriping the segment of San Ramon Valley Boulevard between the southern Town limits to Sycamore Valley Road and pavement overlay from Sycamore Valley Road to Hartz Avenue.

Lane configuration for both segments remain unchanged. The slurry seal segment retains single northbound and southbound travel lanes, a continuous center left turn lane, northbound and southbound bicycle lanes including bicycle buffer zone treatments, and residential on street parking along the west side of the roadway.

Both segments include high-visibility bike lane and crosswalk striping treatments, and traffic signal video detection and pedestrian signal upgrades.

DESCRIPTION OF MODIFICATIONS:

Updated description.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$148,968	\$0	\$0	\$0	\$0	\$0	\$148,968
Contingency	\$162,455	\$0	\$0	\$0	\$0	\$0	\$162,455
Construction	\$1,813,577	\$0	\$0	\$0	\$0	\$0	\$1,813,577
Total Cost Estimate:	\$2,125,000	\$0	\$0	\$0	\$0	\$0	\$2,125,000
Total Expenditure:	\$6,995	Unexpended: \$2,118,005 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Meas J Major St 24c	\$965,000	\$0	\$0	\$0	\$0	\$0	\$965,000
OBAG II Quick Strike	\$1,605,000	\$0	\$0	\$0	\$0	\$0	\$1,605,000
Transfer to C-055	(\$445,000)	\$0	\$0	\$0	\$0	\$0	(\$445,000)
Total Funding:	\$2,125,000	\$0	\$0	\$0	\$0	\$0	\$2,125,000

RATIONALE FOR PROPOSED PROJECT:

The pavement conditions index for this reach of San Ramon Valley Boulevard is below average at 66.

EXPECTED IMPACT ON OPERATING BUDGET:

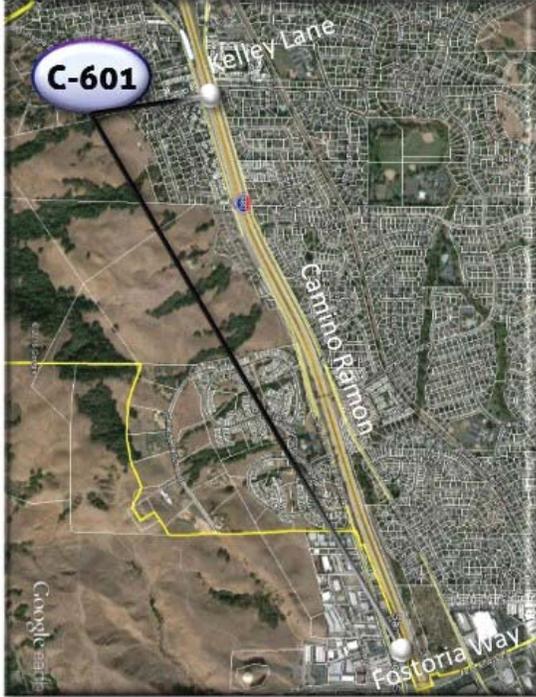
Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0





CAMINO RAMON IMPROVEMENTS

CIP No: C-601 | STATUS: In Construction | GREEN PROJECT: Yes | PRIORITY: 1 | PROJECT MANAGER: SJ



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Provide a new pavement surface on Camino Ramon from Kelley Lane to Fostoria Way.

Provide sidewalk at bus stop locations, pedestrian crossing improvements (crosswalks and RRFB system for access to bus stops), high-visibility bike lane and crosswalk striping pavement marking upgrades, and traffic signal video detection and pedestrian signal upgrades.

This project is eligible for federal grant funding: 2017 OBAG II Local streets and Roads and Measure J Program 24c.

This project is currently in construction.

DESCRIPTION OF MODIFICATIONS:

Updated description.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$149,355	\$0	\$0	\$0	\$0	\$0	\$149,355
Contingency	\$149,355	\$0	\$0	\$0	\$0	\$0	\$149,355
Construction	\$2,386,175	\$0	\$0	\$0	\$0	\$0	\$2,386,175
Total Cost Estimate:	\$2,684,885	\$0	\$0	\$0	\$0	\$0	\$2,684,885
Total Expenditure:	\$2,468,456	Unexpended: \$257,820 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Meas J Major St 24c	\$696,000	\$0	\$0	\$0	\$0	\$0	\$696,000
OBAG II LS&R (2017 gr)	\$1,357,000	\$0	\$0	\$0	\$0	\$0	\$1,357,000
SAFETEA-LU Grant	\$111,885	\$0	\$0	\$0	\$0	\$0	\$111,885
Transfer from C-610	\$520,000	\$0	\$0	\$0	\$0	\$0	\$520,000
Total Funding:	\$2,684,885	\$0	\$0	\$0	\$0	\$0	\$2,684,885

RATIONALE FOR PROPOSED PROJECT:

Camino Ramon has reached a pavement condition index of 63.

EXPECTED IMPACT ON OPERATING BUDGET:

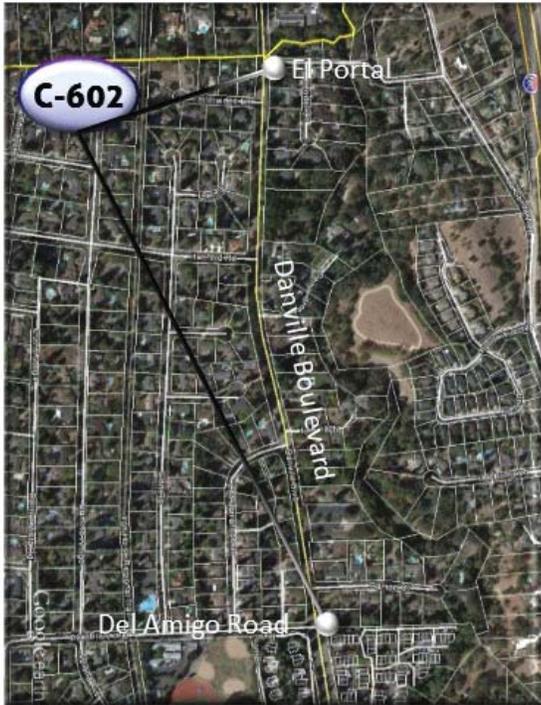
Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



DANVILLE BOULEVARD IMPROVEMENTS

CIP No: C-602 | STATUS: In Design | GREEN PROJECT: No | PRIORITY: 4/5 | PROJECT MANAGER: NNS



PROJECT DESCRIPTION AND LOCATION:

Provide a new pavement surface on Danville Boulevard from Del Amigo Road to El Portal.

Project placed on hold. This section of Danville Boulevard was slurry sealed in 2020 and has a current average PCI of 84. Measure J funding reallocated to CIP C-055 Diablo Road Trail Project.

DESCRIPTION OF MODIFICATIONS:

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$66,646	\$0	\$0	\$0	\$0	\$0	\$66,646
Contingency	\$83,307	\$0	\$0	\$0	\$0	\$0	\$83,307
Construction	\$266,583	\$0	\$0	\$0	\$0	\$0	\$266,583
Transfer	(\$416,536)	\$0	\$0	\$0	\$0	\$0	(\$416,536)
Total Cost Estimate:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenditure:	\$0	Unexpended: \$0 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Meas J Major St 24c	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Funding:	\$0	\$0	\$0	\$0	\$0	\$0	\$0

RATIONALE FOR PROPOSED PROJECT:

The average PCI of Danville Blvd is 84.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



IRON HORSE TRAIL CROSSING IMPROVEMENTS

CIP No: C-607 | STATUS: In Design | GREEN PROJECT: No | PRIORITY: 1/2 | PROJECT MANAGER: AD



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

Construct raised crosswalks at IHT crossings on Paraiso Drive, El Capitan Drive and Greenbrook Drive. Project includes pavement markings, signage and drainage improvements. Coordination with East Bay Regional Parks District will be required.

Improve the IHT/Sycamore Valley Road crossing with high-visibility crosswalk pavement markings, separated ped/bicycle crosswalks, curb/sidewalk improvements, and miscellaneous traffic signal improvements.

22/23 - \$350,000 Federal Earmark awarded.

23/24 - Design.

24/25 - Construction.

DESCRIPTION OF MODIFICATIONS:

Updated description and funding.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$22,000	\$0	\$0	\$0	\$0	\$0	\$22,000
Construction	\$22,000	\$350,000	\$0	\$0	\$0	\$0	\$372,000
Inspection & Admin.	\$26,000	\$0	\$0	\$0	\$0	\$0	\$26,000
Total Cost Estimate:	\$70,000	\$350,000	\$0	\$0	\$0	\$0	\$420,000
Total Expenditure:	\$65,523	Unexpended: \$4,477 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Federal Earmark	\$0	\$350,000	\$0	\$0	\$0	\$0	\$350,000
Meas J Rtrn to Src	\$70,000	\$0	\$0	\$0	\$0	\$0	\$70,000
Total Funding:	\$70,000	\$350,000	\$0	\$0	\$0	\$0	\$420,000

RATIONALE FOR PROPOSED PROJECT:

Provides for a safer pedestrian crossing.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



PAVEMENT MANAGEMENT

CIP No: C-610 | STATUS: In Construction | GREEN PROJECT: No | PRIORITY: 1 | PROJECT MANAGER: NNS

*Current PCI



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

The pavement management program is an annual effort approved by the Town Council to maintain the Town's street system at a high level of service. A proactive approach to pavement maintenance prevents more costly pavement repairs in the future.

The program consists of two approaches: a proactive approach that utilizes preventative maintenance methods such as Crack Seal, Slurry Seal and Rubberized Cape Seal; and rehabilitation which includes overlays and reconstruction that replace the pavement wearing surface.

The planned level of expenditures is aimed at sustaining an overall pavement condition index (PCI) of 70 for Town streets.

A CalRecycle grant (\$200,000) was awarded as part of the Rubberized Pavement Grant Program that will be used for the 2021/22 Rubberized Cape Seal Project.

DESCRIPTION OF MODIFICATIONS:

Updated description and added funding for 2027/28.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$55,000	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000	\$110,000
Construction	15,907,316	\$2,967,000	\$2,717,000	\$2,767,000	\$2,817,000	\$2,817,000	\$29,992,316
Inspection & Admin.	\$110,000	\$22,000	\$22,000	\$22,000	\$22,000	\$22,000	\$220,000
Total Cost Estimate:	16,072,316	\$3,000,000	\$2,750,000	\$2,800,000	\$2,850,000	\$2,850,000	\$30,322,316
Total Expenditure:	\$9,477,450	Unexpended: \$6,594,865 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
CIP Gen Purpose Rev	\$6,478,915	\$930,000	\$550,000	\$550,000	\$550,000	\$500,000	\$9,558,915
Gas Tax	\$3,700,000	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000	\$7,450,000
Grant	\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000
Meas J Rtrn to Src	\$3,100,000	\$500,000	\$550,000	\$550,000	\$550,000	\$550,000	\$5,800,000
Operating Reserve	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
Solid Waste VIF	\$3,013,401	\$820,000	\$900,000	\$950,000	\$1,000,000	\$1,050,000	\$7,733,401
Transfer to C-601	(\$520,000)	\$0	\$0	\$0	\$0	\$0	(\$520,000)
Total Funding:	16,072,316	\$3,000,000	\$2,750,000	\$2,800,000	\$2,850,000	\$2,850,000	\$30,322,316

RATIONALE FOR PROPOSED PROJECT:

Provide for maintaining the Town's PCI above 70.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0





TOWN-WIDE BICYCLE FACILITIES IMPROVEMENTS

CIP No: C-621 | STATUS: In Design | GREEN PROJECT: No | PRIORITY: 1/2 | PROJECT MANAGER: AD



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

This is an ongoing effort to address improvements, repair and capital maintenance of Town-wide bicycle facilities.

- 2023/24:
1. Installation of bicycle/vehicular video detection systems and high-visibility bicycle lane markings will be completed along Camino Ramon, SRVB and Diablo Road corridors as part of or in conjunction with CIP C-600, C-601 and C-634.
 2. Deploy permanent bicycle/ped counters at two locations.
 3. Launch design of Townwide Bicycle Wayfinding Signage project.
 4. Contribute to costs of installation bicycle/video detection along SRVB and Sycamore Valley Road/Camino Tassajara corridors as part of Traffic Signal Modernization and Smart Signals projects and associated grant funding match.
 5. Install bicycle detection indicators at 20 signalized intersections (TDA Grant).

DESCRIPTION OF MODIFICATIONS:

Updated description.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total	
Design/Plan Review	\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000	
Design	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000	
Construction	\$1,390,000	\$50,000	\$50,000	\$50,000	\$50,000	\$0	\$1,590,000	
Inspection & Admin.	\$5,000	\$70,000	\$0	\$0	\$0	\$0	\$75,000	
Total Cost Estimate:	\$1,410,000	\$130,000	\$50,000	\$50,000	\$50,000	\$0	\$1,690,000	
Total Expenditure:	\$120,701	Unexpended: \$1,289,299 on 03-30-2023						

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
ARPA	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CIP Gen Purpose Rev	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$1,000,000
Gas Tax	\$120,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$270,000
Meas J Rtrn to Src	\$27,500	\$0	\$0	\$0	\$0	\$0	\$27,500
Meas J Sub Trans 28c	\$180,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$280,000
TDA Grant	\$82,500	\$80,000	\$0	\$0	\$0	\$0	\$162,500
Total Funding:	\$1,410,000	\$130,000	\$50,000	\$50,000	\$50,000	\$50,000	\$1,740,000

RATIONALE FOR PROPOSED PROJECT:

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



TOWN-WIDE TRAFFIC SIGNAL MODERNIZATION

CIP No: C-634 | STATUS: Adopted

GREEN PROJECT: No

PRIORITY: 2/3

PROJECT MANAGER: AD



This project has been modified from the previous year.

PROJECT DESCRIPTION AND LOCATION:

This project includes the modernization of traffic signals in the Downtown area to bring up to current standards. Project elements include ADA accessible pedestrian signals (audible and touchless sensors), bicycle/vehicular video detection systems, traffic video monitoring hardware, and signal head upgrades.

Phase I (2021/22)

Intersections of Diablo Rd/West El Pintado, Diablo Rd/Front Street, and Diablo/Hartz Avenue - Installation of new audible touchless pedestrian signal activation, bicycle/vehicular video detection cameras, traffic video monitoring hardware, and replacement of signal heads to accommodate conversion to flashing yellow arrows for left turn phases (COMPLETE)

Phase II

Upgrades to signal cabinets, BBU and video detection systems, fiber optics, pedestrian signals, adaptive traffic coordination implementation, pedestrian signal safety improvements, and high-visibility signal head installations on Sycamore Valley Road/Camino Tassajara/Crow Canyon/SRVB corridors (Federal Earmark - \$1M, CCTA Smart Signals project/OBAG III grant - \$1.046M, and HSIP - \$531k).

DESCRIPTION OF MODIFICATIONS:

Updated project description and funding.

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Design/Plan Review	\$10,000	\$250,000	\$0	\$0	\$0	\$0	\$260,000
Construction	\$35,000	\$2,397,522	\$0	\$0	\$0	\$0	\$2,432,522
Inspection & Admin.	\$5,000	\$50,000	\$0	\$0	\$0	\$0	\$55,000
Total Cost Estimate:	\$50,000	\$2,697,522	\$0	\$0	\$0	\$0	\$2,747,522
Total Expenditure:	\$10,000	Unexpended: \$40,000 on 03-30-2023					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Federal Earmark	\$0	\$1,000,000	\$0	\$0	\$0	\$0	\$1,000,000
HSIP Grant	\$0	\$531,360	\$0	\$0	\$0	\$0	\$531,360
Meas J Rtrn to Src	\$50,000	\$120,000	\$0	\$0	\$0	\$0	\$170,000
OBAG III	\$0	\$1,046,162	\$0	\$0	\$0	\$0	\$1,046,162
Total Funding:	\$50,000	\$2,697,522	\$0	\$0	\$0	\$0	\$2,747,522

RATIONALE FOR PROPOSED PROJECT:

Bring Downtown traffic signals to current standards.

EXPECTED IMPACT ON OPERATING BUDGET:

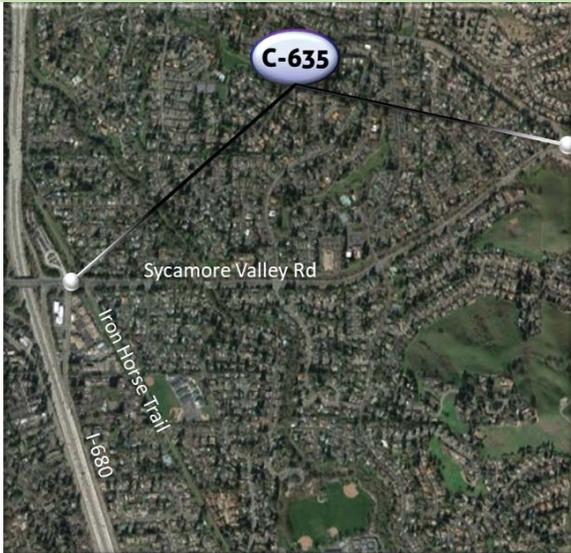
Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0



SYCAMORE VALLEY ROAD IMPROVEMENTS

CIP No: C-635 | STATUS: Adopted | GREEN PROJECT: Yes | PRIORITY: 2 | PROJECT MANAGER: NNS



This project is currently unfunded.

PROJECT DESCRIPTION AND LOCATION:

Provide a new pavement surface on Sycamore Valley Road from Camino Ramon to Camino Tassajara.

Project includes: digout repairs and overlay, replacement of green bike lane striping and ADA curb ramps.

Project is unfunded. Preliminary cost estimate is \$2.5M. Potential funding sources include:

SCC-Subregional (\$1M)

UNFUNDED

DESCRIPTION OF MODIFICATIONS:

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Inspection & Admin.	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost Estimate:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenditure:		Not Available					

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
SCC Sub-Regional	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Unfunded-87	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Funding:	\$0	\$0	\$0	\$0	\$0	\$0	\$0

RATIONALE FOR PROPOSED PROJECT:

Sycamore Valley Rd has reached an average pavement condition index of 61.

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0
 Additional Town direct operating costs per year: \$0



LA GONDA WAY IMPROVEMENTS

CIP No: C-638 | STATUS: Adopted

GREEN PROJECT: Yes | PRIORITY: 2/3

PROJECT MANAGER: NNS



This project is currently unfunded.

PROJECT DESCRIPTION AND LOCATION:

This project consist of providing a new pavement surface on La Gonda Way from El Cerro Boulevard to El Portal and on El Portal from La Gonda Way to Danville Boulevard.

Project includes: digout repairs, new sidewalk on La Gonda Way, ADA curb ramps, utility pole relocation and drainage improvements.

Project is unfunded. Preliminary cost estimate is \$2.5M. Grant programs will be pursued to fund the project.

UNFUNDED

DESCRIPTION OF MODIFICATIONS:

PROJECT COST ESTIMATE

PRINTED ON: 5/22/2023

Expenditure Category	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cost Estimate:	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenditure:	Not Available						

PROJECT APPROPRIATION AND FUNDING

Funding Source(s)	Prior Years	2023/24	2024/25	2025/26	2026/27	2027/28	Total
Unfunded-87	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Funding:	\$0	\$0	\$0	\$0	\$0	\$0	\$0

RATIONALE FOR PROPOSED PROJECT:

EXPECTED IMPACT ON OPERATING BUDGET:

Additional worker hours required to maintain per year: 0

Additional Town direct operating costs per year: \$0





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