

Category 1: Streets, Sidewalks, and Bikeways

Annual Roadway Rehabilitation and Preventative Maintenance Program (906)

Ongoing Program

Description: The Annual Roadway Rehabilitation and Preventative Maintenance Program includes minor repairs, such as crack sealing, and major rehabilitation, such as slurry seal and mill and fill. The goal of the program is to maintain the Town's Pavement Condition Index at 80 or above. The project includes mill and fill @ 300 Block of F Street (FY 2021-22) and slurry seal @ Hillside & Lawndale (FY 2022-23).

Status: The Notice of Completion for the mill and fill @ 300 Block of F-Street was accepted by the City Council on October 26, 2022. The slurry seal @ Hillside & Lawndale is scheduled for spring/summer of 2023. Staff will be coordinating with the City of South San Francisco to complete the Hillside slurry project.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
FY 2021/22: F-Street Roadway (mill & fill)							
Measure M	-	-	Construction (81003)	150,000	-	149,069	149,069
Measure A (22)	72,600	72,600	Planning & Design (81002)	-	-	-	-
Measure W (26)	31,950	31,950		-	-	-	-
Gas Tax & RMRA (21)	45,450	45,450		-	-	-	-
Total Funding	150,000	150,000	Total Spending to Date	150,000	-	149,069	149,069
Pending Grant/Other Reimbursements		-	Available Project Budget				931
FY 2022/23: Hillside & Lawndale - Slurry							
Measure A (22)	80,000	80,000	Construction (81003)	292,900	-	-	-
Measure W (26)	60,000	60,000	Planning & Design (81002)	-	-	-	-
Gas Tax & RMRA (21)	80,000	80,000		-	-	-	-
General Fund	72,900	72,900		-	-	-	-
Total Funding	292,900	292,900	Total Spending to Date	292,900	-	-	-
Pending Grant/Other Reimbursements		-	Available Project Budget				292,900

El Camino Real Bicycle and Pedestrian Improvement (923) - PSR

Description: The project includes a re-design of El Camino Real (ECR). It incorporates a lane reduction in each direction so that Class 4 bike lanes can be designated on the Northbound and Southbound directions. The project also includes continuous compliant sidewalks, additional bicycle and pedestrian safety features, new traffic signals, landscaping, reconfiguration of the Mission Road ("the Y") intersection, and bioretention storm drain infrastructure along ECR. The project presents a vision for residents and visitors to travel safely, comfortably, and with ease.

Status: Funding agreement was received. Staff is preparing the Request for Proposal (RFP), to be published by beginning of February 2023.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
Measure W Grant (I)	1,800,000	-	Design (81002)	2,000,000	-	-	-
General Fund	200,000	200,000	Construction (81003)	-	-	-	-
Total Funding	2,000,000	200,000		2,000,000	-	-	-
Pending Grant/Other Reimbursements		1,800,000	Available Project Budget				2,000,000

Category 1: Streets, Sidewalks, and Bikeways	Cont
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F-Street Retaining Wall (902)

Description: In 2019, the Engineering Department surveyed the retaining wall on F Street. The survey determined that the deterioration of the F-Street wall is likely due to poor drainage. The first phase of the project is design, specifications, plans, and construction estimates. The second phase includes soliciting bids for construction and construction management services.

Status: Project has been completed. Notice of Completion will be presented to the City Council for approval in March, as a consent item.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
Capital Reserve	40,000	40,000	Design (81002)	47,000	40,542	7,910	48,452
General Fund	407,000	407,000	Project Management (71010)	80,000	-	-	-
		-	Construction (81003)	320,000	-	194,608	194,608
Total Funding	447,000	447,000		447,000	40,542	202,518	243,059
Pending Grant/Other Reimbursements		-	Available Project Budget				203,941

Mission Road Bicycle and Pedestrian Improvement Project (903)	Completed
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Description: The Mission Road Bicycle and Pedestrian Improvements Project includes implementation of several safety related improvements for pedestrians, bicyclists and vehicles along Mission Road between El Camino Real and Lawndale Boulevard.

Status: Completed. Received extra grant funding to offset project cost in the amount of \$43,772. Available project funding will be released and recorded as Capital Fund Reserve.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
General Fund	590,000	590,000	Prof Consult (71010)	238,608	246,804	-	246,804
OBAG-TLC (35005)	525,000	558,740	Plng&Design (81002)	401,668	403,403		403,403
OBAG-LSR (35006)	100,000	100,000	Construction (81003)	2,219,724	2,209,793		2,209,793
Measure A (22)	350,000	350,000					
Safe Route to School (35007)	200,000	220,000					
Gas Tax/RMRA (21)	117,000	117,000					
Measure M (35131)	330,000	320,032					
PLAN JPA	10,000	10,000					
Proj Realloc	638,000	638,000					
		-					
Total Funding	2,860,000	2,903,772		2,860,000	2,860,000	-	2,860,000
Pending Grant/Other Reimbursements		(43,772)	Available Project Budget				-

Category 1: Streets, Sidewalks, and Bikeways

Cont

Mission Road Crosswalk (909)

Description: Design and construct a high visibility crosswalk on Mission Road at the back entrance to the Treasure Island mobile home park. The high visibility crosswalk will be delineated with pre-emptive signage, viable pavement markings and pedestrian activated solar powered Rectangular Rapid Flashing Beacons (RRFB's). Part of the design portion of the project is to design speed humps for the roadway. This will be introduced into the bid documents as a bid alternative.

Status: Project is delayed due to weather and supply chain issues. Tentatively scheduled to start in February 2023.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
Capital Reserve	11,000	11,000	Design (81002)	11,000	-	-	-
General Fund	119,000	119,000	Project Management (71010)	16,758	-	-	-
		-	Construction (81003)	102,252	-	-	-
Total Funding	130,000	130,000		130,009	-	-	-
Pending Grant/Other Reimbursements		-	Available Project Budget				130,009

Mission Road Landscaping (908)

Description: After completion of the Mission Road Bicycle and Pedestrian Improvement Project in FY 2020-21, a second phase of the project was added to landscape the open area between Holy Cross's Historic Rock Wall and the back of sidewalk that fronts Holy Cross Cemetery on Mission Road. The landscape design will be to emphasize drought resistance low maintenance plants and shrubs. The tree pallet will be a species of trees that thrive in Colma's microclimate along with providing color to enhance the roadway frontage and shade for those who walk through the Mission Road Residential and Business District. The landscape area will have rest stops that will be constructed to meet accessibility requirements, park benches, trash receptacles, and a dog mitt station.

Status: Project is delayed due to weather. Tentatively scheduled to start in February 2023.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
Capital Reserve	29,000	29,000	Design (81002)	29,000	15,109	1,466	16,575
General Fund	343,200	343,200	Project Management (71010)	57,200	6,311	-	6,311
		-	Construction (81003)	286,000	-	-	-
Total Funding	372,200	372,200		372,200	21,420	1,466	22,887
Pending Grant/Other Reimbursements		-	Available Project Budget				349,313

Category 1: Streets, Sidewalks, and Bikeways **Cont**

Town-Wide Bicycle and Pedestrian Master Plan (910)

Description: Colma was awarded funding through the Transportation Development Act Article 3 (TDA3) Pedestrian and Bicycle Program for a Bicycle and Pedestrian Master Plan. The Colma Bicycle and Pedestrian Master Plan will envision a safer, more connected active transportation system in the Town of Colma. This project will build on the El Camino Real Bike and Pedestrian Plan, the Serramonte Collins Master Plan, the Hillside Boulevard complete streets improvement project, the Mission Road improvement project, and Systemic Safety Analysis Report (SSAR) performed by the Town of Colma.

Status: Received grant funding agreement in October. Staff has begun working on the master plan and the study session is tentatively scheduled for May 2023.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
TDA Art 3 Grant (32-35003)	90,000	-	Design (81002)	100,000	-	-	-
General Fund	10,000	10,000					
Total	100,000	10,000		100,000	-	-	-
Total Eligible for Grant Reimbursement		90,000	Available Project Budget				100,000

Category 2: Sewer and Storm Drain

Storm Drain System Assessment and Mapping (972)

Description: The project will review and analyze the Town's 11 miles of the Storm Drain System. The process will begin with starting to assess the current Storm Drainage system by way of internally videotaping the system in its current state. The video will provide several insights; it will unveil any needed repairs and unrecorded blind or illegal connections. The videotaping equipment used to view the interior of the storm drain lines will also have the capabilities of recording the data and allowing the data to be mapped in the Town's Geographical Information System (GIS). The findings that come through the videotaping process will allow staff to budget for repairs or enhancements to the storm drain system. Only portions of the system will be addressed each year. The project is expected to be a 3-year effort; funding will be requested on an annual basis for the specific scope of work for each year.

Status: Project is scheduled to start in Spring of 2023. RFP will be sent out in February 2023.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
General Fund (11)	70,000	-	Design (81002)	70,000	-	-	-
Total Funding	70,000	-	Total Spending to Date	70,000	-	-	-
Pending Grant/Other Reimbursements		70,000	Available Project Budget				70,000

Category 3: Facilities and Long-Range

Colma Museum Repair & Rehab (951)

Description: The Historical Museum Facility is currently in need of painting. The work includes minor building repairs such as plaster touch up, dry rot repairs, and window and trim repairs or replacement.

Status: Due to supply shortage, the window installation was delayed to FY 2022-23. The next phase of the project includes exterior painting, tentatively scheduled for Spring/Summer of 2023.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
General Fund (11)	75,000	75,000	Construction (81003)	75,000	11,245	-	11,245
Total Funding	75,000	75,000	Total Spending to Date	75,000	11,245	-	11,245
Pending Grant/Other Reimbursements		-	Available Project Budget				63,755

Facility Parking Lot Upgrades and Repairs (953)

Description: Several of the Town owned facility parking lots are in need of reconstruction and/or resurfacing along with striping and Americans with Disabilities Act (ADA) upgrades. This project will address long term parking lot maintenance and reconstruction needs at: Creekside Villas, the Colma Community Center and Historical Museum, the Colma Police Station and the Public Works Maintenance Corporation Yard. The work will vary from facility to facility ranging from reconstruction, (Mill and fill) to minor surface treatments, such as crack sealing and slurry coats. All facilities will be restriped. Installation of additional ADA stalls will be considered if feasible for the Colma Community Center parking lot. Given the recent increase in oil prices and construction escalation costs, it is estimated that the project will increase by more than 20% over original estimates that were presented several years ago.

Status: Project is postponed to Spring of 2023 for a more competitive bid, Staff is combining all facility parking lot improvements into one bid package.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
General Fund (11)	240,000	99,025	Construction (81003)	240,000	-	-	-
Total Funding	240,000	99,025	Total Spending to Date	240,000	-	-	-
Pending Grant/Other Reimbursements		140,975	Available Project Budget				240,000

Housing Element Update (996)

Description: Pursuant to state law, the Town is required to update its General Plan Housing Element and be adopted by the City Council and certified by the State by January of 2023.

Status: The first draft was submitted to the Housing and Community Development (HCD) for review. The Town received comments from HCD, and are under final review by Staff. The comments are under review by Staff, and the City Council approved report will be submitted to HCD by Jan 31, 2023. The Town expects a few more rounds of comments and reviews between HCD and Staff.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
Capital Reserve (31)	125,000	15,000	Plng&Design (81002)	210,000	84,351	44,297	128,648
LEAP Grant (31)	65,000	-			-	-	-
REAP Grant (31)	20,000	-			-	-	-
Total Funding	210,000	15,000	Total Spending to Date	210,000	84,351	44,297	128,648
Pending Grant/Other Reimbursements		195,000	Available Project Budget				81,352

Category 3: Facilities and Long-Range **CONT**

Public Arts Program (980)

Description: The Town of Colma's Strategic Plan for 2020-2022 includes an objective of developing a public art and wayfaring program, in the interest of building upon our community identity and maintaining quality of life. On October 13, 2021 and February 23, 2022 the Planning Department presented a public art study session to the City Council in order to gauge interest in implementing public art in Colma. In FY 2022-23 staff is proposing 2-4 pieces of small public art. Once approved, staff would recommend designs that are decorative and that depict uncontroversial subjects.

- Paint or vinyl-wrap two utility cabinets
- Paint on bike rack at the Colma Community Center

Status: Staff is contacting different non-profit organizations to involve kids in the public arts program.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
General Fund	15,000	-	Construction (81003)	15,000	-	-	-
Total Funding	15,000	-	Total Spending to Date	15,000	-	-	-
Pending Grant/Other Reimbursements		15,000	Available Project Budget				15,000

Town-Wide Branding (959)

Description: The 2012 Economic Development Plan identified several strategies within the framework of the study. One of the strategies was to create Branding and Promotional Materials emphasizing Colma's commercial activities. Phase 1 of this project will be to prepare an RFP and hire a firm to develop a community branding campaign. The process will involve local outreach, surveys, interviews with business leaders, and other research, and utilizing this information to establish creative options for the community's brand. Phase 2 will be to launch an expanded image and branding campaign highlighting Colma's brand through logo, marketing brochures, letterhead, street light banners, promotional campaigns, advertisements and tag lines. Staff will look to partner with local businesses and shopping centers for funding opportunities.

Status: This project has been deferred by the City Council until further notice.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
General Fund	100,000	-	Prof & Contract Srvs (71010)	100,000	-	-	-
Total Funding	100,000	-	Total Spending to Date	100,000	-	-	-
Pending Grant/Other Reimbursements		100,000	Available Project Budget				100,000

Category 3: Facilities and Long-Range CONT

Urban Tree Master Plan & Improvement (998)

Description: An Urban Tree Master Plan outlines the objectives and actions needed to sustain, protect, and enhance trees along streets, parks, and open space area. The Town's trees have been tagged and entered into a GIS database. The next step is to contract with a certified arborist to survey and assess the health of town trees and provide a tree maintenance schedule that includes pruning, fertilizing, and replacing trees. The result of the study will be incorporated into the existing GIS database, along with tree maintenance and replacement schedule. Cost for the tree survey and incorporating the results into the GIS database is estimated at \$100,000.

The project also includes tree replacement; however, an analysis of the existing tree conditions is required prior to any replacement. Staff is recommending a budget of \$200,000 for future year tree replacement.

Status: Staff is working with an arborist and preparing the RFP.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
General Fund	100,000	-	Prof & Contract Srvc (71010)	100,000	-	-	-
Total Funding	100,000	-	Total Spending to Date	100,000	-	-	-
Pending Grant/Other Reimbursements		100,000	Available Project Budget				100,000

Zoning Code Update (997)

Description: Pursuant to state law, the Town of Colma is required to amend its zoning code and zoning map after the adoption of the General Plan, anticipated by the end of calendar year 2021. The General Plan and zoning must be consistent with one another.

Status: Project is scheduled to be presented to the City Council in May/June of 2023.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
Capital Reserve (31)	100,000	100,000	Plng&Design (81002)	180,000	21,971	30,288	52,260
General Fund	80,000	-					
Total Funding	180,000	100,000	Total Spending to Date	180,000	21,971	30,288	52,260
Pending Grant/Other Reimbursements		80,000	Available Project Budget				127,741

Category 4: Major Equipment, Technology, & Fleet Projects

Equipment Purchase and Replacement (984)

Ongoing Program

Description:

This Capital Improvement Project covers the purchase of major equipment Town-wide. The projects include:

- Police Station Dispatch Center Radio and Equipment Upgrade (FY 2019-20) - Project Budget \$217,661
- Council Chamber AV System Upgrades (FY 2021-22) - Project Budget \$32,339
- Body Worn and In-Car Camera (FY 2021-22) - Project Budget \$191,000
- Lawnet Equipment Upgrade (FY 2022-23) - \$20,000
- PD Radio Encryption Upgrade (FY 2022-23) - \$120,000

Status: The PD dispatch center radio and equipment upgrade (FY 2019-20) project was completed in FY 2020-21, as scheduled. The available project budget of \$32,339 was reallocated to the Council Chamber AV System Upgrade to allow for hybrid council meetings. The Council Chamber AV System Upgrades (FY 2021-22) and Body Worn and In-Car Camera (FY 2021-22) were completed under budget. The PD Radio Encryption Upgrade will be on hold while the San Mateo County Police Chief Association research on the best system. This collaboration is important for the public safety departments to ensure smoother cross agency collaborations during emergencies. The PD Lawnet Equipment Upgrade is underway and will be completed by June 30, 2023.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
FY 2021/22: In-Car and Body-Worn Camera							
General Fund (11)	201,000	201,000	Technology System (80005)	141,000	69,608		69,608
			Technology Hardware (81005)	60,000	61,013		61,013
Total Funding	201,000	201,000	Total Spending to Date	201,000	130,621	-	130,621
Pending Grant/Other Reimbursements		-	Available Project Budget				70,379
FY 2021/22: Council Chamber AV System							
General Fund (11)	32,339	32,339	Technology System (80005)	32,339	30,099		30,099
			Technology Hardware (81005)	-	-		-
Total Funding	32,339	32,339	Total Spending to Date	32,339	30,099	-	30,099
Pending Grant/Other Reimbursements		-	Available Project Budget				2,240
FY 2022-23: PD Radio Encryption							
General Fund (11)	130,000	-	Technology System (80005)	130,000	-	-	-
			Technology Hardware (81005)	-	-	-	-
Total Funding	130,000	-	Total Spending to Date	130,000	-	-	-
Pending Grant/Other Reimbursements		130,000	Available Project Budget				130,000
FY 2022-23: PD Lawnet Upgrade							
General Fund (11)	20,000	-	Technology System (80005)	20,000	-	12,703	12,703
			Technology Hardware (81005)	-	-	-	-
Total Funding	20,000	-	Total Spending to Date	20,000	-	12,703	12,703
Pending Grant/Other Reimbursements		20,000	Available Project Budget				7,297

Category 4: Major Equipment, Technology, & Fleet Projects

CONT

Financial Software Replacement (965)

Description: Financial Software Replacement will begin with a need assessment of Town operations, identify most suitable ERP system for financial data, and purchase and transition data from current financial software to the new system. Project was postponed due to COVID-19 and shifting the project funding to other projects. The projected total project cost is \$530,000.

Status: The project will begin after the 2023-24 budget session.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
General Fund (11)	100,000	100,000	Prof Consulting Svc (71010)	15,000	-	-	-
Capital Reserve (31)	430,000	430,000	Technology (81005)	515,000	-	-	-
Total Funding	530,000	530,000	Total Spending to Date	530,000	-	-	-
Pending Grant/Other Reimbursements	-	-	Available Project Budget				530,000

IT Infrastructure Upgrades (986)

Ongoing Program

Description: Ongoing program for technology infrastructure upgrades.

Status: For FY 2021-22, the Town completed Office 365 migration and server upgrades. The FY 2022-23 Program will include scheduled desktop and hardware replacements.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
FY 2021/22 Technology Upgrade							
General Fund (11)	50,000	50,000	Software & Network (81005)	50,000	40,344	-	40,344
Total Funding	50,000	50,000	Total Spending to Date	50,000	40,344	-	40,344
Pending Grant/Other Reimbursements	-	-	Available Project Budget				9,656
FY 2022/23 Technology Upgrade							
General Fund (11)	50,000	50,000	Software & Network (81005)	50,000	-	16,449	16,449
Total Funding	50,000	50,000	Total Spending to Date	50,000	-	16,449	16,449
Pending Grant/Other Reimbursements	-	-	Available Project Budget				33,551

Category 4: Major Equipment, Technology, & Fleet Projects	Cont.
Vehicle Replacement (987)	Ongoing Program

Description: This Capital Improvement Project covers the purchase of vehicles and major fleet items Town-wide. In the FY 2021-22, the Police Department will replace the patrol supervisor vehicle (Flex Fuel Tahoe, \$64k) a patrol (Hybrid Explorer, \$60k) and one detective vehicle (Honda, \$40k) The cost of these three vehicles is estimated at \$164,000, including outfitting with public safety equipment. In FY 2022-23, the Public Works Supervisor's truck and 2 patrol vehicles are scheduled for replacement.

Status: The Town purchased the 2 patrol vehicles and repurposed an existing vehicle for the detective car in FY 2021-22. For FY 2022-23, Police is in the midst of securing 2 patrol vehicles and the all electric PWs vehicle was purchased early in the fiscal year.

Funding and Spending History

Funding Source	Project Funding Budget	Actual Project Funding	Spending	Total Project Budget	Project Cost Thru 6/30/22	Project Cost FY 2022-23	Total Project Spending
FY 2021/22 Vehicle Replacement							
Fleet Replacement (61)	164,000	164,000	PD Patrol - 2 Chevy Tahoe (80002)	124,000	150,244	-	150,244
			Police Non-Patrol (80002)	40,000	10,536	-	10,536
Total Funding	164,000	164,000	Total Spending to Date	164,000	160,780	-	160,780
Pending Grant/Other Reimbursements		-	Available Project Budget				3,220
FY 2022/23 Vehicle Replacement							
Fleet Replacement (61)	220,000	220,000	PD Patrol - Explorer & F-150 (80002)	150,000	-	-	-
			PWs Veh (80002)	70,000	-	63,126	63,126
Total Funding	220,000	220,000	Total Spending to Date	220,000	-	63,126	63,126
Pending Grant/Other Reimbursements		-	Available Project Budget				156,874