

AGENDA ITEM 2 B
Action Item

MEMORANDUM

DATE: April 26, 2017

TO: El Dorado County Transit Authority
Transit Advisory Committee

FROM: Julie Petersen, Fiscal Administration Manager

SUBJECT: Fiscal Year 2017/18 Preliminary Capital Improvement Plan
and 2017/18 Preliminary Capital Budget

REQUESTED ACTION:
BY MOTION,

- 1. Review Preliminary Capital Improvement Plan for Fiscal Year 2017/18**
- 2. Review Preliminary Capital Improvement Budget for Fiscal Year 2017/18**

BACKGROUND

The Bylaws of the El Dorado County Transit Authority (El Dorado Transit) require submission of a preliminary capital budget on or before the March meeting of each year. The Board shall adopt a preliminary capital budget by April 15 of each year. Final budgets are to be submitted to the Board on or before June 15 of each year. Final capital budget shall be adopted by the Board on or before July 15 of each year.

This agenda item was adopted by the Board at the regularly scheduled Board meeting on March 2, 2017.

DISCUSSION

The Preliminary El Dorado County Transit Authority Capital Improvement Plan Fiscal Year 2017/18 (CIP) recommends capital projects and identifies funding. Projects include, but are not limited to: facility improvements; equipment purchase and replacement, vehicle purchase and replacement, software and hardware upgrades and replacement, safety and security systems and bus stop/park and ride improvements.

New fiscal year projects proposed in the CIP are numbered as 18-xx (e.g. 18-01; 18-02 etc.)

Recommended changes to prior year projects are designated with strikethrough and bold fonts. Staff is recommending for inclusion in the FY 2017/18 CIP;

- 12-09 Connect Card – Phase 2

- 16-01 Passenger Security Surveillance & Lighting – Bus Stops

Projects completed during the first six months of FY 2016/17 include;

- 11-06 Vehicle Replacement – Staff Car
- 12-02 Maintenance Facility – Exhaust Extraction System
- 13-01 Vehicle Replacement – Local Route and Dial-A-Ride
- 14-10 Information Technology Strategic Plan
- 15-01 Vehicle Replacement – Local Route and Dial-A-Ride
- 15-02 Internal Combustion Cushion Tire Lift Truck (Fork Lift - Replacement)
- 15-03 Mobile Data Computer Replacement
- 15-09 Branding Update
- 16-04 Vehicle Replacement – Local Route
- 16-05 Bus Stop Improvements with new Shelter and Amenities on Broadway-Placerville
- 16-06 Vehicle Replacement – Urban Dial-A-Ride
- 16-08 Vehicle Replacement - Staff Cars

Projects projected to be completed at end of FY 2016/17 include;

- 16-07 Administration / Maintenance Facility Equipment
- 17-06 Wi-Fi on Commuter Buses

As of February 20, 2017; there are several additional projects that staff is working on for preliminary costs. These plans are conceptual in nature and involve park & ride, bus stop planning and maintenance/facility needs. It is anticipated these items will be presented as a part of the final CIP FY 2017/18 on or before the June meeting.

FISCAL IMPACT

For an overall view of the CIP, a summary with budget figures is included as the final page of the document.

Adoption of the preliminary CIP and budget allow transit staff to proceed with projects to ensure timely completion. Individual projects are submitted for final Board approval/adoption.

**El Dorado County Transit Authority
Preliminary Capital Improvement Plan Budget**

Approved Capital Projects				Beginning Balance as of 12/31/2016								
Status	Priority	CIP Project Number	Project Description	Budget	Deferred STA* \$3,458,546	FTA Section 5307 \$571,391	FTA Section 5339 \$800,000	PTMISEA 8/9 \$248,554	PTMISEA 10/11 \$1,430,620	CTSGP-CTAF \$603,416	DEVELOPER \$50,000	CMAQ \$1,100,000
ACTIVE	1A	09-03	Connect Card (UTFC) Program	\$248,554				\$248,554				
ACTIVE	2A	12-04	Passenger Security Surveillance & Lighting - Bus Stops	\$124,854						\$124,854		
ACTIVE	2B	16-01	Passenger Security Surveillance & Lighting - Bus Stops	\$293,539	\$116,685					\$176,854		
ACTIVE	2C	17-07	Administration / Maintenance Facility Equipment	\$40,000	\$40,000							
ACTIVE	3A	15-08	Park-and-Ride Parking Lot Maintenance	\$250,000	\$250,000							
ACTIVE	3B	17-01	Bus Parking Lot Improvements	\$132,396	\$7,542					\$124,854		
PLANNED	3C	17-04	Cameron Park Drive Bus Stop Improvements	\$300,000	\$123,146					\$176,854	\$50,000	
ACTIVE	4A	17-02	Vehicle Replacement 5 Year Plan - Commuter	\$3,000,000	\$656,145	\$1,543,855	\$800,000					
PLANNED	5A	13-05	Maintenance Facility Equipment	\$23,625	\$23,625							
PLANNED	5B	14-03	Metal Fabrication Tools	\$11,942	\$11,942							
PLANNED	5C	16-03	Exterior Paint of Administration Building	\$22,598	\$22,598							
PLANNED	5D	17-05	Maintenance Facility - Safety and Equipment	\$52,000	\$52,000							
ACTIVE	6A	12-06	Western Placerville Interchange (WPD) Park and Ride	\$2,700,620	\$330,000				\$1,270,620			\$1,100,000
PLANNED	6B	17-03	Bus Stop Improvements - Upper Broadway	\$166,014	\$166,014							
ACTIVE	7A	12-09	Connect Card - Phase 2	\$160,000				\$160,000				
PLANNED	8A	18-01	Moderate Improvements to Administration Building	\$165,000	\$165,000							
PLANNED	8B	18-02	Bus Shelter Amenities	\$165,000	\$165,000							
PLANNED	8C	18-03	Administration / Maintenance Facility Equipment	\$40,000	\$40,000							
			Project Totals	\$7,896,142	\$2,169,697	\$1,543,855	\$800,000	\$248,554	\$1,430,620	\$603,416	\$50,000	\$1,100,000
			Remaining Funds Available		\$1,288,849	-\$972,464	\$0	\$0	\$0	\$0	\$0	\$0

Priority - Key Code

- 1 = Active project, Work In Progress, projected completion undetermined
- 2 = Active project, Work In Progress, projected completion in FY 2016/17
- 3 = Active project, Work In Progress, projected completion during Fiscal Year 2017/18
- 4 = Funding in place, pending Specifications and Purchase Order
- 5 = Funding in place, pending staff management availability
- 6 = Funding received, Project ongoing
- 7 = Pending completion of Phase I
- 8 = Pending Funding

*Per FY 2015/16 Audited Financials minus first six month expenses FY 2016/17