

AGENDA ITEM 3 B  
Consent Item

**MEMORANDUM**

**DATE:** October 24, 2018

**TO:** El Dorado County Transit Authority  
Transit Advisory Committee

**FROM:** Julie Petersen, Finance Manager

**SUBJECT:** Fiscal Year 2018/19 Final Capital Improvement Plan and  
2018/19 Capital Budget

**REQUESTED ACTION:**  
**BY MOTION,**

**Final Capital Improvement Plan and Final Capital Budget  
Fiscal Year 2018/19**

**BACKGROUND**

The Bylaws of the El Dorado County Transit Authority (El Dorado Transit) state;

*“The Executive Director shall propose... a preliminary capital budget to the Board on or before the March meeting of each year. After considering the proposals from the Executive Director, the Board shall adopt a preliminary operating budget by April 15 of each year.”*

*“The Executive Director shall propose... a final capital budget 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.”*

**DISCUSSION**

Board Action related to fiscal year (FY) 2018/19 Capital Improvement Plan and Budget:

March 1, 2018	Board approved preliminary capital improvement plan and budget for FY 2018/19
June 7, 2018	Board Adopted Final Capital Improvement Plan and Resolution No. 18-25 for Final Capital Budget fiscal year 2018/19

As noted in the attached report there are three (3) changes, highlighted in bold, between the preliminary capital budget adopted on March 1, 2018 and the final proposed budget for FY 2018/19. These changes include;

- 18-04 Vehicle Replacement; El Dorado Transit applied for and did not receive a grant award. Staff will continue to pursue other funding sources. At this time the project will remain.
- 19-02 Pollock Pines Safeway Bus Stop Improvements; a revised estimate for the project has been received and verified by both staff and consultant.
- 19-04 Vehicle Replacement – Demand Response; draft quotes have been received for the procurement. Actuals coming in higher than estimates.

The El Dorado County Transit Authority Capital Improvement Plan Fiscal Year 2018/19 (CIP 2018/19) includes capital projects and identifies funding for maintenance facility projects, vehicle purchase, software and hardware upgrades, safety and security, administration building improvements, and park and ride improvements.

### **FISCAL IMPACT**

Adoption of the CIP 2018/19 and budget allow transit staff to proceed with projects to ensure timely completion. Individual projects will be presented to the Board for final approval.