

AGENDA ITEM 2B  
Action Item

**TIMED ITEM**

**1:06 PM**

**PUBLIC HEARING**

**MEMORANDUM**

**DATE:** June 2, 2022

**TO:** El Dorado County Transit Authority

**FROM:** Julie Petersen, Finance Manager

**SUBJECT:** Fiscal Year 2022/23 Final Capital Improvement Plan and Capital Budget

**REQUESTED ACTION:**

**BY MOTION,**

- 1. Open Public Hearing**
- 2. Accept Public Comment**
- 3. Close Public Comment**
- 4. Adopt Resolution No. 22-17 Finalizing the Fiscal Year 2022/23 Capital Improvement Plan and Capital Budget**

**BACKGROUND**

The Bylaws of the El Dorado County Transit Authority (El Dorado Transit) state: *“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.”*

Board actions to date related to the Fiscal Year (FY) 2022/23 Capital Improvement Plan (CIP) and Capital Budget:

March 3, 2022, Presentation of the preliminary Capital Budget for FY 2022/23

April 7, 2022, Adoption of the preliminary CIP and Budget for FY 2022/23 and appointment of an Ad Hoc Budget Review Committee

The El Dorado Transit, Transit Advisory Committee (TAC) met on April 27, 2022, and approved the presentation of the FY 2022/23 proposed Capital Improvement Plan and Budget to the Board.

The Ad Hoc Budget Review Committee met via Zoom on May 18, 2022, for a complete review and discussion covering the proposed Capital Improvement Plan and Budget. This included Chair John Hidahl, Vice-Chair Jackie Neau, Executive Director Matthew Mauk

and Finance Manager Julie Petersen.

### **DISCUSSION**

The El Dorado County Transit Authority Capital Improvement Plan, Fiscal Year 2022/23 recommends capital projects and identifies funding for maintenance facility projects, vehicle purchase, software and hardware upgrades, safety and security, and park and ride improvements. Staff recommends adoption of Resolution 22-17 finalizing the FY 2022/23 CIP and corresponding Capital Budget as presented.

As noted in the attached CIP one (1) change has been made, highlighted in bold.

- Project 22-04, Bass Lake Park & Ride – Phase I, budget has been updated to include the Section 5307 FY 2022 grant funding.

The Ad Hoc Committee discussed the need for an updated Park and Ride Master Plan.

### **FISCAL IMPACT**

The proposed Final FY 2022/23 Capital Budget as presented today reflects an overall budget of \$9,954,330.

**EL DORADO COUNTY TRANSIT AUTHORITY  
RESOLUTION NO. 22-17**

RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY  
TRANSIT AUTHORITY ADOPTING THE FINAL CAPITAL  
BUDGET FOR FISCAL YEAR 2022/23

**WHEREAS**, Section 11.1 of the Joint Powers Agreement (JPA) establishing the El Dorado County Transit Authority states, *“For each fiscal year, the Board shall adopt capital and operating budgets which are consistent with the requirements of the Regional Transportation Planning Agency, the California Transportation Development Act, the Federal Highway Act of 1973, and the Federal Transit Administration Act as amended from time to time, and all other funding and regulatory agencies involved in the execution of the purpose of EDCTA.”*; and

**WHEREAS**, Section 7.2 of the Bylaws further require, *“Final capital budget shall be adopted by the Board on or before July 15 of each year.”*; and

**WHEREAS**, the preliminary Fiscal Year 2022/23 capital budget was presented at public meeting on March 3, 2022: and

**WHEREAS**, the preliminary Fiscal Year 2022/23 capital budget was adopted at public meeting on April 7, 2022: and

**WHEREAS**, the proposed capital budget for Fiscal Year 2022/23 ending June 30, 2023, is based upon the current level of service; and

**WHEREAS**, the proposed Fiscal Year 2022/23 capital budget projected revenue is based on known levels of anticipated funding.

**NOW THEREFORE, BE IT RESOLVED**, the El Dorado County Transit Authority hereby adopts the final capital budget for Fiscal Year 2022/23 ending June 30, 2023, considered at the June 2, 2022, Board meeting.

**PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY** at a regular meeting of said Board held on the 2nd day of June 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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John Hidahl, Chairperson

ATTEST:

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Megan Wilcher, Secretary to the Board

EL DORADO COUNTY TRANSIT AUTHORITY

PROPOSED FINAL

CAPITAL IMPROVEMENT PLAN

FISCAL YEAR 2022/2023

# EL DORADO COUNTY TRANSIT AUTHORITY

## CAPITAL IMPROVEMENT PLAN

The El Dorado County Transit Authority (El Dorado Transit) maintains a fleet of large, medium, and small buses, minivans, and sedans. Fleet vehicles are utilized in the delivery of public transportation; for administrative support travel; staff development training; on-going public outreach travel and maintenance of transit facilities such as bus stops and park-and-ride lots. The Capital Improvement Plan is designed to address the financial investment required to maintain the fleet and facilities owned or leased by El Dorado Transit. Continuing the current level of service and managing the potential expansion of service will succeed only if adequate consideration is given to capital needs.

The Capital Improvement Plan is a planning document setting goals with realistic revenue projections. Vehicle replacement is a component of the Capital Improvement Plan. This annual planning process maximizes available funding for capital investments necessary to provide public transportation at the current level of service and efficient management of the expansion of public services.

As a financial management tool, the Capital Improvement Plan is prepared to take full advantage of capital funding programs, avoid large annual claims against local transportation funds for capital expenditures and to assure capital reserves are available in case annual capital revenue sources diminish or are not consistent. Capital Improvement Plan funding is available for full replacement cost and provides local match funding required for capital grant programs.

California public transit operators have several sources of capital funding available. Each funding source has differing criteria for eligible projects. Bus replacement funding is the most challenging capital funding for public transit operators.

The Capital Improvement Plan and Capital Budget for 2022/23 identify transit capital funded with Transportation Development Act (TDA) funds, Federal Transit Administration (FTA) Section 5307 funds, Federal Transit Administration (FTA) Section 5310 funds, and a proposed Low Carbon Transit Operations Program (LCTOP) grant from the State.

The Capital Improvement Plan includes a summary of projects and funding sources, the budget and project descriptions.

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## **Bus Shelters Amenities – 5 Year Plan**

Project No. 18-02

El Dorado Transit staff is looking towards improving the amenities for current and future bus stop locations. In order to meet the needs in a timely manner, this project would allow for the purchase and planning of amenities such as shelters, benches, waste receptacles and solar energy panels etc.

### *COST SUMMARY (ESTIMATE)*

	<u>Adopted Budget</u>
Bus Shelter Amenities	\$150,000
10% Contingency	<u>\$ 15,000</u>
<i>Total Project Cost</i>	<i>\$165,000</i>

### *FUNDING SOURCE*

Transportation Development Act (TDA)	<u>\$165,000</u>
<i>Total Revenue</i>	<i>\$165,000</i>

<b>Adopted into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2017 / 2018	Active	FY 2022 / 2023

**Maintenance Facility Swamp Cooler and Steam Cleaner Modifications**

Project No. 20-04 (2)

In 2001, two (2) industrial swamp coolers were installed on the exterior of the maintenance facility to provide environmental control for maintenance staff performing maintenance in the three (3) bays. Over time, these large units are inefficient and do not provide the necessary cooling needed for personnel and require extensive maintenance.

This project would remove the existing units, patch the metal siding, installing new racking and two (2) more efficient swap coolers and proper ducting inside the bays.

In 2013, an engine steam cleaning system was constructed behind the maintenance facility for keeping the bus engines free of excessive oil and grease as required by California Highway Patrol Transit Operator Compliance requirement. The facility included a steel carport area with a contained drain system to prevent leakage into the storm water drain system. When not used for steam cleaning engines, the custodian uses this area to perform bus cleaning. Because the area has no siding it is not a conducive environment during adverse weather. It is not a large enough area to house a 45-foot bus.

This project would install pre-engineered metal siding to close off three (3) sides of the facility, install additional columns to extend the length of the facility by 10 – 15 and a rollup door to fit the larger buses to enable closing off the work area during adverse weather conditions.

*COST SUMMARY (ESTIMATE)*

	<u>Adopted Budget</u>
Shop Swamp Cooler Modifications	\$53,975
10% Contingency	<u>\$ 5,397</u>
	\$59,372
Steam Cleaner Modifications	\$83,603
10% Contingency	<u>\$ 8,360</u>
	\$91,963
<i>Total Project Cost</i>	<i>\$151,335</i>

*FUNDING SOURCES*

Transportation Development Act (TDA)	<u>\$151,335</u>
<i>Total Revenue</i>	<i>\$151,335</i>

<b>Adopted into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2019 / 2020	Active	FY 2024 / 2025



## Vehicle Replacement – Demand Response

Project No. 20-06

This project will replace one (1) Dodge Caravan with one (1) Ford Transit type van. Cost estimates include wiring, paint, graphics, AVL, radios, Connect Card equipment and cameras.

This project replaces:

EDCTA #	Vehicle Type	Mileage <u>05/20/2022</u>
1304	2013 Dodge Caravan	193,915

### *COST SUMMARY (ESTIMATE)*

	<u>Adopted Budget</u>
One (1) Ford Transit Van	\$79,000
10% Contingency	<u>\$ 7,900</u>
<i>Total Project Cost</i>	<i>\$86,900</i>

### *FUNDING SOURCE*

Federal Transit Administration (FTA)	
Section 5310 Grant	\$56,000
Restricted Revenue (5310)	\$12,200
Transportation Development Act (TDA)	<u>\$18,700</u>
<i>Total Revenue</i>	<i>\$86,900</i>

<b>Adopted into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2019 / 2020	Active	FY 2023 / 2024

## Vehicle Replacement – Maintenance Truck

Project No. 21-02 (2)

This project will replace one (1) current 2007 Dodge Dakota truck with one (1) Ford F250 truck. This vehicle will be used by maintenance for various duties such as responding to vehicle breakdowns, transporting vehicle parts to and from vendors, transporting equipment for servicing and maintenance of bus stops and hauling waste for disposal. This vehicle will also be used by operations road supervisors for evaluating road conditions during adverse weather conditions. The replacement vehicle will be purchased off the State Contract.

This project replaces:

EDCTA #	Vehicle Type	Mileage
0702	Dodge Dakota Truck	79,287

### *COST SUMMARY (ESTIMATE)*

	Adopted Budget
One (1) Ford	\$28,269.00
Contingency 10%	\$ 2,826.00
<i>Total Project Cost</i>	<i>\$31,095.00</i>

### *FUNDING SOURCES*

Transportation Development Act (TDA)	<u>\$31,095.00</u>
<i>Total Revenue</i>	<i>\$31,095.00</i>

Adopted into CIP	Status	Estimated Completion Date
FY 2020 / 2021	Active	FY 2022 / 2023

## **Park and Ride Parking Lot Resurfacing**

Project No. 22-02

The El Dorado County Transit Authority (El Dorado Transit) maintains several park and ride locations within El Dorado County. These surface parking lots are primarily located adjacent to the Highway 50 corridor. On an annual basis El Dorado Transit maintains these lots for items such as lighting replacement, landscaping, and items of this nature.

This project will support evaluation of existing surface lot facilities and resurface or repairs within the approved budget.

### *COST SUMMARY (ESTIMATE)*

	<u>Adopted Budget</u>
Park and Ride Parking Lot Resurfacing	<u>\$250,000</u>
<i>Total Project Estimate</i>	<i>\$250,000</i>

### *FUNDING SOURCES*

Transportation Development Act (TDA)	<u>\$250,000</u>
<i>Total Revenue</i>	<i>\$250,000</i>

<b>Adopted into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2021 / 2022	Active	FY 2025 / 2026

## Zero Emission Vehicles and Infrastructure

Project No. 22-03

El Dorado Transit (EDT), like all transit agencies in the state of California, are required to transition to zero-emission buses (ZEBs) by 2040. In 2018, the California Air Resources Board (CARB) adopted the Innovative Clean Transit ICT regulation that requires this gradual transition to ameliorate the air quality for all communities across California. While public transportation already replaces car trips, by transitioning away from diesel (which currently powers EDT’s fleet) and other fossil fuels, transit agencies will further contribute to the sustainability of our natural environment.

EDT is classified under the ICT regulation as a small agency, meaning that beginning in 2026 through 2028, all new heavy-duty bus purchases must consist of at least 25% ZEBs. By 2029, all new purchases are to be 100% ZEB.

EDT is currently undertaking a ZEB study to determine the appropriate technologies for its fleet, whether battery-electric buses (BEBs), that ‘fuel’ or charge in the bus garage and/or on-route, or hydrogen fuel cell electric buses (FCEBs) that are fueled with hydrogen. BEBs and FCEBs are costly vehicles, nearly one-and-a-half to triple the cost of diesel-powered vehicles. EDT will need to replace its fleet of 35-ft buses according to the ICT schedule.

Furthermore, the ICT regulation also requires that beginning in 2026, if Altoona-test models are available, agencies must also begin replacing articulated, over-the-road, double-decker, or cutaway buses. EDT currently operates diesel-powered motor coaches on its commuter services, so these buses would need to be transitioned; moreover, gasoline-powered cutaways used for demand-response service will also need to be transitioned to ZE.

Finally, EDT will need to invest heavily in infrastructure for ZEBs, whether BEB or FCEB. For BEBs, electric utility upgrades will need to be coordinated with PG&E, and BEB chargers will need to be procured, installed, and hooked-up prior to BEB acceptance. For FCEBs, EDT may need to construct an on-site fueling yard for hydrogen or look for offsite opportunities, although currently, very few hydrogen fueling stations are available.

### *COST SUMMARY (ESTIMATE)*

	<u>Adopted Budget</u>
Zero Emission Vehicles and Infrastructure	<u>\$8,280,000</u>
<i>Total Project Estimate</i>	<u>\$8,280,000</u>

### *FUNDING SOURCES*

Low Carbon Transit Operations Program (LCTOP) FY 2020/21	\$ 140,523
Low Carbon Transit Operations Program (LCTOP) FY 2021/22	\$ 378,215
Funding Pending	<u>\$7,761,262</u>
<i>Total Revenue</i>	<u>\$8,280,000</u>

<b>Adopted into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2021 / 2022	Active	FY 2025 / 2026

## **Bass Lake Park & Ride – Phase I**

Project No. 22-04

All work related to the completion of the Bass Lake Hills Park and Ride, during or after preliminary construction of the facility.

The El Dorado County Transit Authority Park-and-Ride Facilities Master Plan (2017) identified the Bass Lake Hills Park and Ride location as the #3 Priority Site for development. The assumption was that the land for the facility would come from development activity within the Bass Lake Hill Specific Plan. In 2018, through Irrevocable Offers of Dedication provided by a developer, El Dorado Transit took title to portions of two parent parcels on the west side of Bass Lake Road at the future Country Club Drive, totaling 2.4 acres. Rough grading of the site, as part of the reconstruction of Bass Lake Road at the Country Club Drive intersection, was completed in 2020. More recently, a Condition of Approval for the Bass Lake North subdivision will require the developer to construct 100 spaces of the park and ride facility. That construction will create the basic park and ride facility, which includes drainage, finish grading and paving, and construction may begin in the 21/22 FY.

Additional improvements that will be needed to be able to place the facility in service, include signage, landscaping and lighting, bus shelters and EV charging stations.

<i>COST SUMMARY (ESTIMATE)</i>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
Bass Lake Park & Ride	\$ 380,000	\$ 780,000
10% Contingency	\$ 38,000	\$ 38,000
<i>Total Project Cost</i>	<i>\$ 418,000</i>	<i>\$ 818,000</i>

### *FUNDING SOURCE*

Federal Transit Administration (FTA)		
Section 5307 – Capital FY 2021	\$ 300,000	\$ 300,000
<b>Section 5307 – Capital FY 2022</b>		<b>\$ 400,000</b>
Transportation Development Act (TDA)	\$ 118,000	\$ 118,000
<i>Total Revenue</i>	<i>\$ 418,000</i>	<i>\$ 818,000</i>

<b>Adopted into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2021 / 2022	Active	FY 2025 / 2026

## **Scheduling and Dispatching Software Replacement**

Project No. 22-05

This project will replace the current software that is used for Demand Response scheduling and dispatching that was purchased in 2012. New software technologies can offer a more robust system that will be more customer responsive.

### *COST SUMMARY (ESTIMATE)*

	<u>Adopted Budget</u>
Dispatching Software	\$120,000
Contingency 10%	<u>\$ 12,000</u>
<i>Total Project Cost</i>	<i>\$132,000</i>

### *FUNDING SOURCES*

Federal Transit Administration (FTA) Rural 5310 Grant	\$ 60,000
Federal Transit Administration (FTA) Urban 5310 Grant	\$ 60,000
Transportation Development Act	<u>\$ 12,000</u>
<i>Total Revenue</i>	<i>\$132,000</i>

<b>Adopted into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2021 / 2022	Active	FY 2023 / 2024

**Administration / Maintenance Facility Equipment**

Project No. 23-01

El Dorado Transit may have the need during the Fiscal Year 2022/23 to procure items considered incidental in nature but are above the \$1,000 threshold that designates an asset posted to the depreciation schedule. Examples of this would include the replacement of small office equipment/furniture and/or replacement of Maintenance equipment.

Adoption of the project and budget allows transit staff to procure small items in a timely manner with the least amount of inconvenience to the public and staff. Individual purchase orders for this project will be presented to the Board for approval if they exceed the \$25,000 per purchase limit or if a budget increase is requested.

<i>COST SUMMARY (ESTIMATE)</i>	Adopted <u>Budget</u>
Admin./Maintenance Facility Equipment	<u>\$40,000</u>
<i>Total Project Cost</i>	<u>\$40,000</u>

*FUNDING SOURCES*

Transportation Development Act (TDA)	<u>\$40,000</u>
<i>Total Revenue</i>	<u>\$40,000</u>

<b>Adopted into CIP</b>	<b>Status</b>	<b>Estimated Completion Date</b>
FY 2022 / 2023	Active	FY 2022 / 2023

**El Dorado County Transit Authority**  
**Preliminary Capital Improvement Plan Budget FY 2022/23**

Status	CIP Project Number	Project Description	Completion Estimate (FY)	Project Budget	FY 2022/23 Expenditures	STA* \$4,694,171	FTA Section 5307 \$700,000	FTA Section 5310 \$188,200	LCTOP \$518,738	Unfunded
ACTIVE	18-02	Bus Shelter Amenities (5 yr. plan)	2022/23	\$165,000	\$50,000	\$165,000				\$0
ACTIVE	20-04	Maintenance Facility Swamp Cooler and Steam Cleaner Modifications	2024/25	\$151,335	\$59,372	\$151,335				\$0
ACTIVE	20-06	Vehicle Replacement - Demand Response - Transit Van	2023/24	\$86,900	\$86,900	\$18,700		\$68,200		\$0
ACTIVE	21-02	Vehicle Replacement - Maintenance Truck	2022/23	\$31,095	\$31,095	\$31,095				\$0
ACTIVE	22-02	Park and Ride Parking Lot Resurfacing	2025/26	\$250,000	\$30,000	\$250,000				\$0
ACTIVE	22-03	Zero Emission Vehicles and Infrastructure	2025/26	\$8,280,000	\$0	\$3,800,000			\$518,738	\$3,961,262
ACTIVE	22-04	Bass Lake Park & Ride - Phase I	2025/26	\$818,000	\$0	\$118,000	\$700,000			\$0
ACTIVE	22-05	Scheduling and Dispatching Software Replacement	2023/24	\$132,000	\$0	\$12,000		\$120,000		\$0
ACTIVE	23-01	Administration / Maintenance Facility Equipment (recurring)	2022/23	\$40,000	\$40,000	\$40,000				\$0
<b>Project Totals</b>				\$9,954,330	\$297,367	\$4,586,130	\$700,000	\$188,200	\$518,738	\$3,961,262
<b>Remaining Funds Available</b>						\$108,041	\$0	\$0	\$0	-\$3,961,262

\*Balance Per FY 2020/21 Audited Financials minus FY 2021/22 expenditures to date

Project Status: In Progress Funded Unfunded