

STAFF REPORT

SUBJECT: LAVTA's Operating & Capital Budget for FY 2022

FROM: Tamara Edwards, Director of Finance

DATE: June 7, 2021

Discussion

Attached for your approval is the draft LAVTA Operating Budget for FY 2022 (July 1, 2021 through June 30, 2022). The operating budget includes revenues and expenses required to operate Fixed Route, Dial-a-Ride, and other projects such as Go Dublin, Go Tri-Valley and the shared autonomous vehicle. The total operating budget of \$21,201,502 reflects an overall increase of 1.83% from the FY 2021 budget, a breakdown of this increase is below. A large portion of these projects are covered by dedicated grants and allocations. Due to the decrease in revenues, particularly taxes-based revenues and fares the operating budget was balanced with drawdown from the LAVTA reserve funds. However, LAVTA has ample funds in reserve, and even with this drawdown the authority maintains more than the board approved goal of 3-6 months of operating funds. Additionally, the FY2022 Capital Budget has been enclosed for your review.

Fund	\$ Increase over prior year	% Increase over prior year	% Share of the overall budget increase
Fixed Route	-9,193	-.05	-2%
Paratransit	40,376	2%	11%
Go Tri-Valley	12,000	20%	3%
SAV	337,591	62%	89%

Planning for the FY 2022 budget again utilized a system wide approach to clearly align the budget with the mission, vision and goals established in the Strategic Plan.

Operating Budget Provisions

The largest budget line items for LAVTA are purchased transportation and fuel. This year's budget reflects the contracted increase in Paratransit and Fixed Route purchased transportation. For FY21 LAVTA budgeted \$2.80 per gallon for fuel, however the average price per gallon that LAVTA paid in FY 21 (to date) is \$1.81. With the current volatility of fuel prices and the current economic uncertainty the amount per gallon for FY 22 was budgeted at \$2.80 per gallon.

Additionally, this budget includes the addition of a new Senior Capital Projects Specialist position to help accomplish the numerous capital projects the agency is facing in FY 22 and beyond.

The budget does not reflect any grant awards not currently in hand. The reason behind this involves the timing of grant applications and awards. Many awards will be announced after

the beginning of the fiscal year, rather than budget based on an assumption of receiving the awards and then backfilling if awards are not received, LAVTA budgets based on what is in hand and then adds additional funds to our reserve account at the end of the year from the grants received. Once grants have been applied for and received staff will update the Board in regard to the additional revenues. This budget also does not include any funds from the American Rescue Plan Act (ARPA), although MTC staff is working on a plan to distribute funds from this to the transit operators, LAVTA has not yet been notified as to the amount we will receive. However, LAVTA does expect to receive funds that will then allow the agency to replace funds drawn down from reserves.

At the meeting, staff will review with the committee the line item budgets for revenues and expenses, highlighting changes from the prior year budget and areas of particular importance.

Recommendation

The Finance and Administration Committee recommends that the Board of Directors approve the Operating and Capital Budget for FY 2022.

Attachments:

1. Operating and Capital Budget FY 2022
2. Resolution 19-2020 Operating and Capital Budget FY2022

Approved: _____

WHEELS
Livermore Amador Valley Transit Authority
Fiscal Year 2022
Budget Message

Summary Outlook for FY2022

LAVTA's FY2022 Budget is \$21,201,502 which is 1.83% higher than the adopted FY2021 budget. The draft budget assumes LAVTA will provide 141,262 fixed route service hours and 31,511 service hours for paratransit. The Budget for FY2022 continues to comply with the Board's policy to maintain reserves equivalent to 3-6 months of operating costs.

FY2022's major highlight will be recovery from COVID-19, with ridership expected to be significantly lower than the previous year as communities and the economy recover from the devastating pandemic. The focus will be on growing ridership in a safe manner as social distancing and other factors continue to be explored and debated. Staff has maintained a consistent number of revenue hours in the budget to both be conservative and to recognize that while some service may be reduced due to demand, other service may increase to accommodate a return of ridership amongst continuing social distancing mandates.

All operators in FY2022 will continue to improve their customer skills with the MV Platinum Customer Connection course and will participate in monthly safety meetings where the concepts will be reinforced. Additionally, the agency will adopt a new Safety Plan and Safety Management System to ensure that safety continues as the agency's top priority.

In FY2022 the Marketing Department will consider a return to SmartTrips individualized marketing on the Rapid routes, will upgrade the agency's website and will promote the new Go Tri-Valley program. Continued focus will be on Las Positas College and the middle and high school students to promote the pass programs and safety.

The Planning Department will continue several studies, including a zero emissions plan for buses, and updates to the agency's short- and long-range plans. Finally, LAVTA staff will continue to provide administrative support for the Tri-Valley – San Joaquin Valley Regional Rail Authority and manage partnerships participating in the shared autonomous vehicle project.

During FY2022, LAVTA will conclude its demonstration project with County Connection. This project features the usage of the same paratransit contractor for a better customer experience and cost savings. It is expected that the outcome would be to either make the partnership permanent or re-bid the LAVTA paratransit contract.

LAVTA's capital program in FY2022 will focus on several high priority projects, including upgrades at the Livermore Transit Center, continued bus stop improvements to Rapid stops, continued planning and design work on the future LAVTA Operations and Maintenance

facilities (nicknamed the “Atlantis” project), and bus purchases. Additional miscellaneous work includes continued development of the Shared Autonomous Vehicle project that will include the construction of micro Mobility Hubs, the upgrade of traffic-signal technologies and the procurement of new, faster shared autonomous vehicles for Phase II. Finally, the agency will continue to work with the County of Alameda on the development and construction of the Dublin Parking Garage.

FY21 Perspective

FY2021 Adopted Budget was \$20,820,728 million, which was 1.1% higher than FY20. However, in June 2020 Staff brought to the board updated revenue projections in light of the COVID pandemic along with a variety of possible service scenarios based on evolving conditions. LAVTA was also able to comply with the Board’s policy to maintain reserves equivalent to 3-6 months of operating costs.

For the first nine months of FY2020, the major highlight was a double digit ridership growth within the fixed route system. Additionally, the Go Dublin pilot and parataxi program were experiencing moderate growth. However, in the current COVID-19 environment that began in mid-March ridership dropped approximately 90% and the focus since has been on basic service levels and maintaining social distancing while facilitating the recovery from the pandemic.

Additionally, the shared autonomous vehicle project in Dublin initiated Phase 1 testing in Dublin and was able to log more than 500 miles without an incident. Phase 1 is expected to end in early FY 2022, with Phase 2 currently in the planning stages.

The capital program had several areas of focus in regard to major capital projects, including the advancement of the Rapid bus stop project on Santa Rita in Pleasanton, the continued work to upgrade the transit signal priority system at 66 intersections, the planning of the Dublin Parking Garage, and the planning work for Valley Link.

Accomplishments in FY21

In addition to the on-going workload of the agency, staff was busy this year on the following issues and projects.

Policy Related Matters

- Adopted FY 2021 Legislative Program and monitored key legislation
- Provide administrative support for the Tri-Valley – San Joaquin Valley Regional Rail Authority, including the completion of the CEQA environmental work and 15% design.

Fixed Route Service

- Monitored ridership on fixed route system during pandemic
- Completed a survey to assess customer needs during the pandemic
- Managed safety efforts on fixed route buses during pandemic, including the installation of hand sanitizers on all buses and at all facilities, installation of safety

barriers on all buses between riders and operators, purchase and usage of disinfecting devices for fixed route buses, etc.

Paratransit Service

Initiated the paratransit demonstration project with County Connection, saving the agency approximately \$200,000 over the next best alternative.

Capital Projects

Completed the Rapid bus stop project on Santa Rita Rd in Pleasanton

Completed the transit signal priority project on Rapid routes

Worked with Kimley Horn on continue design work for Atlantis

Marketing

Provided for an extensive campaign on how LAVTA/Wheels is providing a safe environment on buses during the pandemic.

Audits/Reviews

Completed the annual Financial Audit (CAFR)

Financial Management

Continued grants status reports to the Board

Received GFOA's Award of Excellence for Financial Reporting for FY21 CAFR

Leased portion of Atlantis to Google for bus storage

Entered into an additional revenue generating contract for with ATT Mobile

Major Features of FY2022's Operating Revenues

Looking forward to next year's budget, this section outlines what staff sees forthcoming on the revenue side. LAVTA's primary revenue source is TDA, which is projected by Alameda County's forecasters to increase slightly over FY21 actuals. Another critical revenue source is STA funding, which is also estimated to increase slightly, however, both are still less than the amounts prior to the pandemic.

Major Features of FY22's Operating Expenditures

The expenditure budget for FY2022 is \$21,201,502 which is \$380,774 more (1.83%) than the budget for FY21. The Fixed Route contract had a slight increase this year, based on the escalators in the contract. A new Paratransit contract began in April featuring a demonstration project with County Connection. The costs associated with the County Connection contract are higher than the previous one with MV, although approximately \$200,000 lower than the next best alternative after re-bidding the contract in FY 2021. Similar to the revenue side, LAVTA's expenditure side is also driven by a handful of sources. For example, the O&M contracts, diesel fuel, taxes, utilities, and insurance make up about 80% of LAVTA's expenditures. Major matters regarding expenditures are described below.

O&M Services: FY2022 marks the fourth year of the multi-year contract for fixed route O&M services to MV Transportation, and the first year for the demonstration project where LAVTA shares the same paratransit contractor with CCCTA.

Fuel Prices: For FY2022, fuel is assumed to be \$2.80 per gallon, which is higher than the average that LAVTA has seen in the current fiscal year. However, fuel prices can be extremely volatile, so the budget reflects the trends from the last three years. Total fuel costs and taxes on fuel are approximately \$1.48 million.

Personnel Costs: The FY2022 budget assumes one additional FTE (a capital projects specialist to help expedite LAVTA's many capital projects) added to the 15 FTEs currently at the agency. As in prior years, although not FY21, LAVTA will continue to implement merit-based increases based on staff's performance evaluations.

Administrative Costs: Staff is proposing a FY2022 Budget that keeps most budgeted line items, which staff has some control over, similar to the amounts in the FY2021 Budget.

Major Features of the Capital Budget

The Capital Budget is expected to increase by \$16,734,600 over last year, primarily due to the addition of a bus purchase to replace 16 fixed route buses. Last year, themes that dominated the Capital Budget will continue through FY22. They are (1) a continued emphasis on a State of Good Repair (SGR), and (2) continued improvements that improve speed and reliability to the Rapid corridors, as well as upgraded and attractive Rapid stops.

Strategic Plan Guidance and Projects for FY2022

The agency's Strategic Plan establishes an overall vision and mission, and contains a series of goals and strategies to guide the future development of services and projects. Although the goals of agency strategies will be updated through the short- and long-range planning in 2022, the following are the current strategies of the agency:

Goal: Service Development

Strategies:

- (1) Provide routes and services to meet current and future demand for timely/reliable transit service.
- (2) Increase accessibility to community, services, senior centers, medical facilities and jobs.
- (3) Optimize existing routes/services to increase productivity and response to MTC projects and studies.
- (4) Improve connectivity with regional transit systems
- (5) Explore innovative fare policies and pricing options
- (6) Provide routes and services to promote mode shift from personal car to public transit.

Goal: Marketing and Public Awareness

Strategies:

- (1) Continue to build the Wheels brand image identity and value for customers
- (2) Improve the public image and awareness of Wheels
- (3) Increase communication between Wheels and its customers
- (4) Increase ridership, particularly on the Rapid to fully attain benefits achieved through optimum utilization of our transit system
- (5) Promote Wheels to new businesses and residents

Goal: Community and Economic Development

Strategies:

- (1) Integrate transit into local economic development plans
- (2) Advocate for increased TOD from member agencies and MTC
- (3) Partner with employers in the use of transit to meet TDM goals and requirements

Goal: Regional Leadership

Strategies:

- (1) Advocate for local regional, state, and federal policies that support mission of Wheels
- (2) Support staff involvement in leadership roles representing regional, state and federal forums
- (3) Promote transit priority initiatives with member agencies
- (4) Support regional initiatives that support mobility convenience

Goal: Organizational Effectiveness

Strategies:

- (1) Promote system wide continuous quality improvement
- (2) Continue to expand the partnership with contract staff
- (3) HR development with focus on employee quality of life and strengthening of technical resources
- (4) Enhance and improve organizational structures, processes and procedures
- (5) Develop policies that hold Board and staff accountable, providing clear direction through sound policy making decisions.

Goal: Financial Management

Strategies:

- (1) Develop budget in accordance with strategic plan
- (2) Explore and develop revenue generating opportunities
- (3) Maintain fiscally responsible long-range capital and operating plans

Summary

To summarize, this FY2022 Budget supports 141,262 hours of fixed route service and 31,511 service hours for paratransit for next year. The Budget assumes that fares are not raised.

At the end of FY22, the forecast is to have \$19.49 million in reserves of which \$7 million is committed to the Atlantis Facility project. In January 2009, the Board adopted a policy to gradually build up reserves, targeting a range of 3 to 6 months of operating expenses, and attaining this goal by the end of FY2012. The FY2012 Budget achieved that goal and the Budgets since then continue to maintain it.

OPERATING REVENUES

LAVTA services are supported by two primary types of operating revenues:

- Revenues generated by the agency either through the provision of transit service (farebox and contract fares) or through supplementary activities such as advertising and ticket concessions.
- Federal, State and Local transportation funding assistance programs including Transportation Development Act (TDA), State Transit Assistance (STA), Federal Transit Administration grants, Bridge Toll Revenues (RM2), Motor Vehicle Registration Surcharge (TFCA), and Measure B/BB sales tax revenue.

A brief description of each budget line item follows:

Passenger Fares

Revenues derived from the farebox are forecast to be slightly higher for fixed route based on some anticipated recovery from the COVID-19 Pandemic. Revenue is also generated from an agreement with Hacienda Business Park.

Contract Services

LAVTA receives revenues from the San Joaquin Regional Rail Commission (SJRRRC) to subsidize the ACE shuttle service (ACE passengers then ride free). Revenue from an agreement with BART to supply paratransit services to the BART station for connections with East Bay Paratransit are also included. Additionally, there are contracted Fare Revenues from Las Positas college student body based on the student pass, and fares from the Alameda County Transportation Commission (ACTC) for their student pass pilot program. These are budgeted based on school going back in session in the fall but with a decrease in ridership over the pre-pandemic numbers.

Concessions, Advertising, Interest and T-Mobile, AT&T and Google Agreements

LAVTA currently contracts with Lamar Outdoor Advertising for use of exterior bus advertising space. LAVTA also receives revenues from an agreement with ACE to sell train tickets at the transit center. Interest is generated on unspent revenue in our LAIF account. The agreement with T-Mobile, and AT&T for the lease of space for a cell tower and the agreement with Google to park at the Atlantis Facility are included.

Transportation Development Act Funds (TDA)

These funds are derived from a ¼ cent sales tax and distributed by the Metropolitan Transportation Commission (MTC) to Alameda County and all of its incorporated cities. LAVTA is eligible for two different programs within this funding source: TDA 4.0 which provides general transit assistance and can be used for capital and operating expenses for both fixed route and paratransit and TDA 4.5 which is exclusively for paratransit services.

The total amount requested in TDA 4.0 funds for operations for FY2 is \$11,282,017 additionally the amount requested in TDA 4.5 funds is \$159,119.

LAVTA also receives a portion of BART's TDA 4.0 apportionment to help support feeder service to the Dublin/Pleasanton station. These funds help subsidize routes that run between Livermore and the BART stations. This year LAVTA will receive \$104,953 from this source.

State Transit Assistance Funds (STA)

STA is distributed to jurisdictions for fixed route service in two ways – as a revenue-based and a population-based subsidy for transit capital and operating needs.

The amount of population-based STA requested by LAVTA for 2022 is \$1,177,548 and LAVTA has requested revenue based STA funding of \$712,236.

Additional STA comes to LAVTA in the form of a paratransit allocation and as part of the feeder bus agreement with BART. LAVTA's apportionment of STA paratransit for FY 22 is \$87,852, and through BART LAVTA will receive \$661,131.

LAVTA will also receive some STA this year from SB1, for the Student Pass program (budgeted under special contract fares) of \$135,259.

Regional Measure and 2 (RM2)

Regional Measure 2 increased the toll on Bay Area bridges by \$1. Funds from these increases were designated to fund projects to improve transit in the Bay Area. LAVTA has received \$409,489 in RM2 funding for the Rapid service.

Federal Transit Administration (FTA) Section 5307

FTA Section 5307 funds are distributed by MTC to transit operators in the region. These funds are available to LAVTA to fund bus replacement projects, and ADA paratransit. A provision of FTA legislation allows regional capital funds to be used for ADA paratransit operating purposes. This year's allocation for LAVTA's paratransit service is estimated at \$422,316. The amount LAVTA expects to receive for bus purchases is \$11,575,437.

Additionally, funding through the CRSSA Act is available to many Bay Area Transit Operators. LAVTA did not qualify, however, thanks to MTC other federal funding was made available and LAVTA will receive an additional \$1,636,697 in FTA funds for operating.

Measure B

Voters in Alameda County re-authorized a one-half cent sales tax dedicated to funding transportation projects. This measure was originally passed in 1992. A portion of the revenues from this measure are dedicated to supporting paratransit services throughout the County. Funds are distributed to eligible recipients based on a population formula that includes the number of elderly and disabled persons in the jurisdiction, as well as the number of low-income persons. This year LAVTA's Measure B allocation for paratransit is \$139,703. Another portion of these revenues helps support fixed route service; LAVTA is

expected to receive \$764,547 in fixed route revenues for FY 2022.

Measure BB

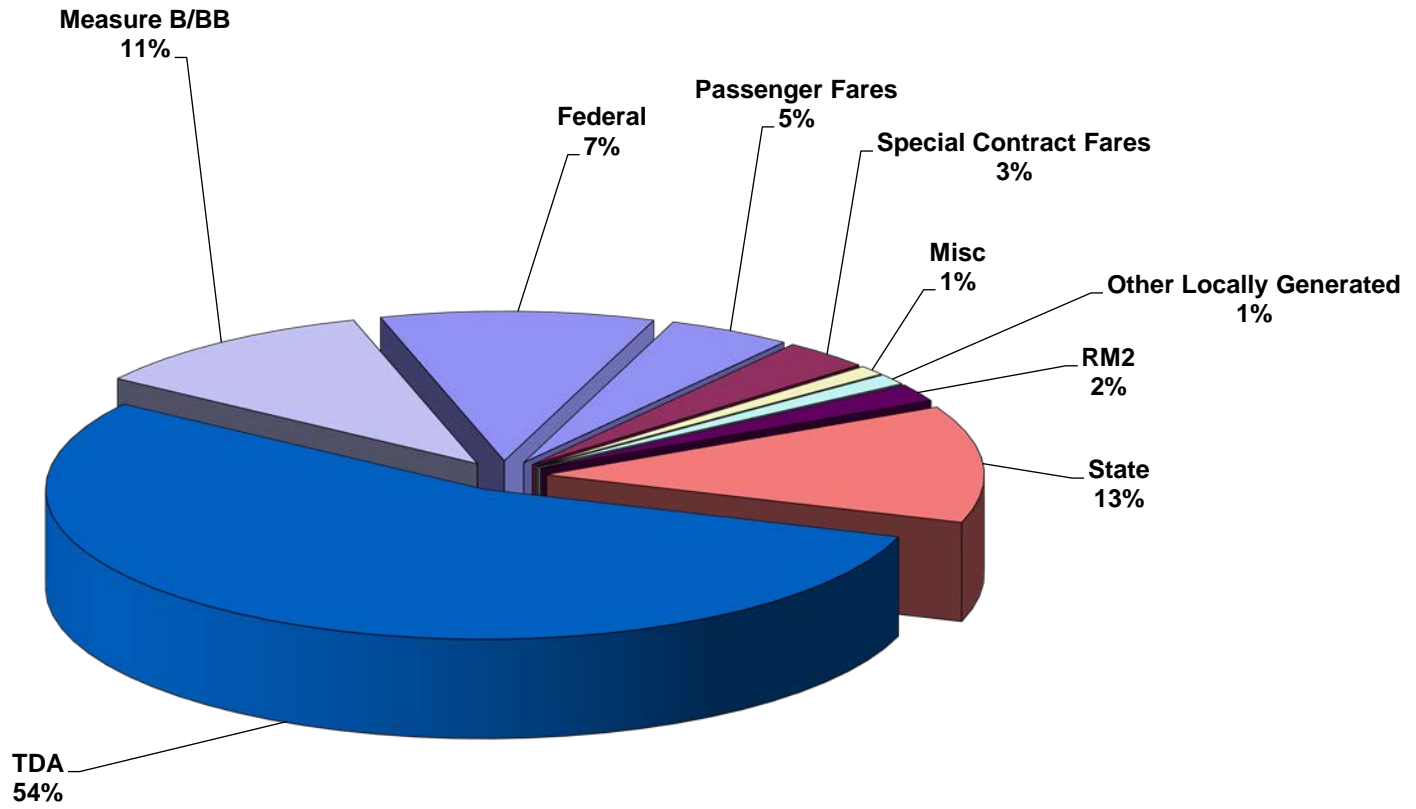
Additionally, voters in Alameda County voted for an addition sales tax increase for transit projects. This measure BB is anticipated to provide an additional \$926,640 in funds for Fixed Route service and \$460,317 for Paratransit service.

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**LAVTA
FY2022 BUDGET
OPERATING REVENUES**

	FIXED ROUTE FUND	PARATRANS. FUND	WOD	TOTAL FY2022	BUDGET FY2021	% CHANGE
401 Passenger Fares:	\$786,428	\$187,500		\$973,928	\$1,140,773	-15%
402 Business Park Revenue	\$200,376			\$200,376	\$246,067	-19%
402 05 Special Contract Fares:	\$462,065	\$30,000		\$492,065	\$652,548	-25%
406 01 Concessions	\$105,967		\$0	\$105,967	\$57,984	83%
406 03 Advertising	\$42,000	\$	-	\$42,000	\$95,000	-56%
407 04 Interest	\$25,000			\$25,000	\$25,000	0%
407 03 Google Lease	\$48,000		\$0	\$48,000	\$48,000	0%
407 99 Clipper Fees and cards	\$0			\$0	\$0	0%
409 Transit Development Act (TDA)						
91 Article 4.0	\$9,745,608	\$934,628	\$601,781	\$11,282,018	\$9,941,237	13%
92 Article 4.5		\$159,119		\$159,119	\$123,996	28%
95 BART 4.0	\$104,953			\$104,953	\$82,398	27%
96 RM2	\$409,489			\$409,489	\$580,836	-30%
01 TFCA BRT	\$245,000			\$245,000	\$238,500	3%
01 BAAQMD	\$0		\$0	\$0	\$300,006	-100%
411 State Transit Assistance (STA)						
01 Operating-Population Based	\$0			\$0	\$1,124,122	-100%
01 Block Small Operator	\$1,177,548			\$1,177,548	\$1,259,035	-6%
01 Operating-Revenue Based	\$715,023			\$715,023	\$295,448	142%
01 Regional Paratransit	\$87,852	\$0		\$87,852	\$93,932	-6%
01 STA Lifeline	\$33,815			\$33,815	\$54,232	-38%
05 Regional BART	\$661,131			\$661,131	\$588,554	12%
01 CalTrans	\$0			\$0	\$250,000	-100%
413 Federal Transit Administration Section 5307	\$1,724,697	\$422,316		\$2,147,013	\$1,500,325	43%
464 01 Measure B and BB	\$1,691,187	\$600,020	\$0	\$2,291,207	\$2,122,736	8%
TOTAL REVENUE	\$18,266,138	\$2,333,583	\$601,781	\$21,201,502	\$20,820,729	1.83%

OPERATING REVENUE FY2022



OPERATING EXPENDITURES

Salaries and Wages

This category includes salaries for all staff members, including 11.5% towards PERS 457 Retirement Plan (for Executive Director only). In addition, employee salary increases are included in this line item however increases for employees are based on performance/merit only.

One new position was added to the budget. This position is to help with completing our Capital Projects.

Personnel Benefits

This category includes contributions to California Public Employees Retirement System (CalPERS), premiums for Medical, Dental, Vision, Disability and Life Insurance programs, Workers Compensation Insurance, Unemployment expense and Automobile Allowance (for the Executive Director only). Also included is the health annuity for retirees, and the amount necessary to prefund LAVTA's annual OPEB obligation.

Professional Services

Compensation for Board Members per Bylaws of LAVTA for attendance at meetings of the Board of Directors, Committees of the Board of Directors and other LAVTA business is included here. Additionally, on an on-going basis LAVTA contracts out for a variety of professional services including: legal counsel, financial services (for the annual audit), and graphic design. This category also includes the expenses associated with the testing of the SAV.

Non-Vehicle Maintenance

This line item includes the expenses to cover the cost of hiring professional maintenance vendors to assist in the cleaning of the Maintenance, Operations and Administration building (MOA), Transit Center facility and grounds, and cleaning of bus stops. In addition, this line item includes the cost of preventative maintenance for the facilities, office equipment such as the accounting system, copy machines, and phones. Costs also include computer support, including the annual contracts for the AVL system and a map platform update, and the cost of the bus shelter maintenance program.

Communications

Postage, Federal Express, and courier charges are in this category of expenses.

Fuel and Lubricants

Costs for all diesel and unleaded gas for buses and vans are budgeted here. This line item is budgeted for FY 2022 at \$2.80 per gallon; fuel for non-revenue vehicles is budgeted at \$4.20 per gallon. This line item also contains a \$100,000 contingency to account for unstable and volatile gas prices.

Office/Operating Supplies

This category includes copy machine paper, consumable office supplies, letterhead, envelopes and any other miscellaneous office supplies needed.

Printing

The line item for printing covers the cost for printing public information materials, i.e. Wheels map and schedules, fare media, brochures and the production of exterior route and schedule displays are in this line item.

Utilities

Utilities include expenses to cover electricity, gas, water, sewer, garbage, and telephone bills. .

Insurance

This line item includes insurance on facility contents, employee dishonesty bonds, and property insurance on the MOA, Transit Center and Atlantis facilities. It also includes premiums for casualty, general liability and physical damage insurance. LAVTA has a \$25,000 self-insured retention which has been assumed by our fixed route contractor. Due to LAVTA's "experience modification factor" LAVTA is seeing a decrease in insurance expenses for FY 22.

Taxes and Fees

Fees for fuel taxes and underground storage tank fees are budgeted here.

Purchased Transportation Service

Purchased transportation service is the largest of the budgeted line items. This line item includes the total operating costs and fixed monthly management fee based on the agreements between LAVTA and MV, and LAVTA and CCCTA, which includes all materials, supplies, lubricants, vehicle parts and labor for provision of operation and maintenance services. This line item increased from last year's budget due to the increase in contract costs for the fixed route contract with MV Transportation and an increase in contract costs for the new Paratransit services contract with CCCTA. It should be noted that the demonstration project with CCCTA provided a \$200,000 savings from the next best alternative in the request for proposal process for paratransit services.

Additionally, expenses have been budgeted for the "Go Tri-Valley" services and shared autonomous vehicle operations, which may occur in FY 23 through a public-private partnership.

Miscellaneous

This line item includes membership dues for the American Public Transit Association, California Transit Association, CALACT, and the Dublin, Pleasanton, and Livermore Chambers of Commerce. Also included are promotional items related to special events, and any miscellaneous items not included elsewhere are budgeted here.

Professional Development

Professional development covers the expenses for transportation, meals, conference registration fees and lodging for attendance at transit conferences, training seminars, workshops and other required business meetings are included here. This category also includes expenses associated with job specific development classes.

Advertising

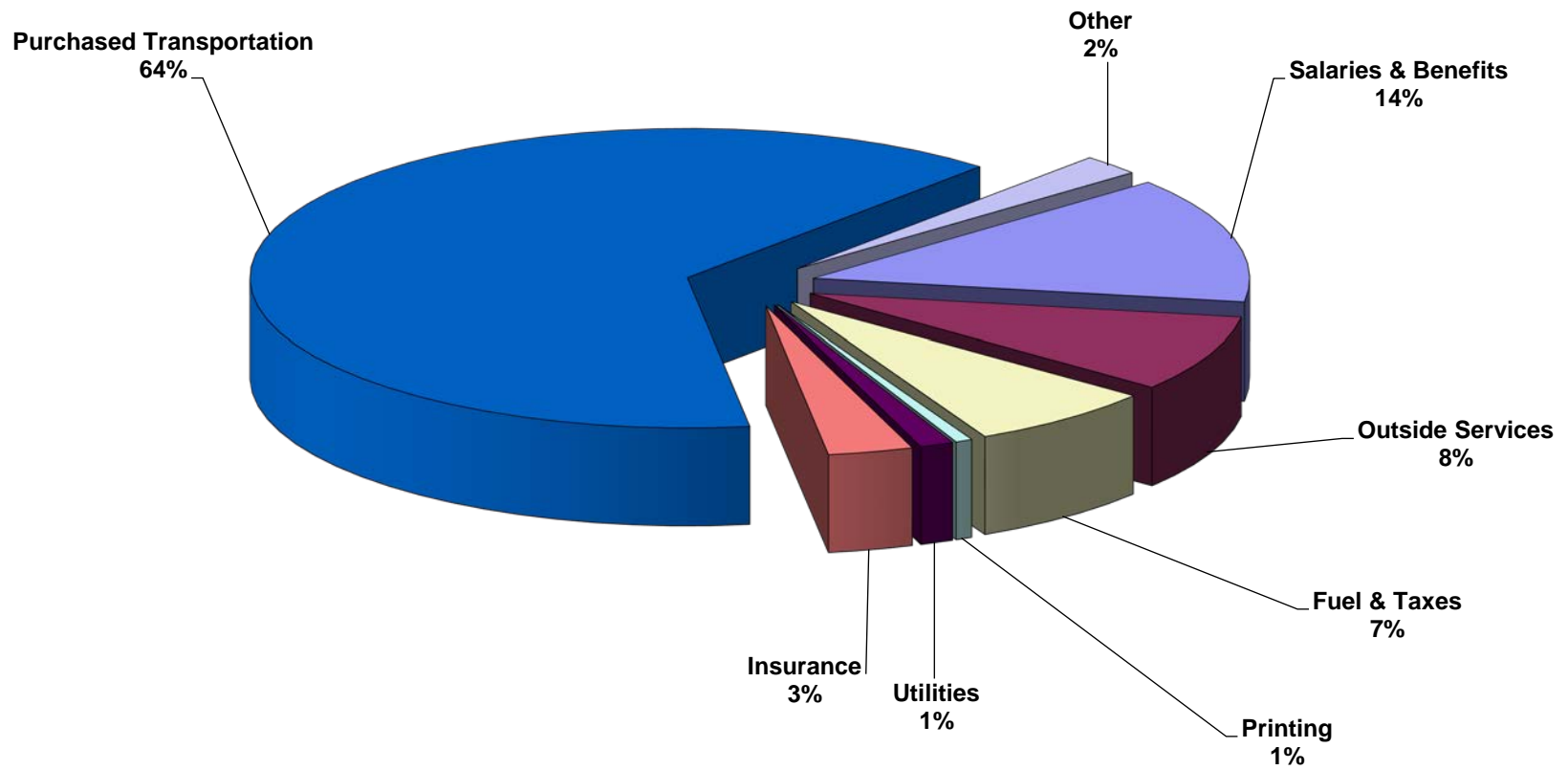
The advertising budget includes any advertising done for LAVTA including radio, newspaper, flyers etc.

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**LAVTA
FY2022 BUDGET
OPERATING EXPENDITURES**

		GENERAL FUND	PARATRANSIT FUND	Wheels On Demand	TOTAL FY 22	BUDGET FY21	% CHANGE
501 02	Salaries and Wages	\$1,597,725	\$172,262	\$74,045	\$1,844,031	\$1,724,066	7%
502 00	Personnel Benefits	\$983,765	\$58,371	\$7,736	\$1,049,871	\$944,210	11%
503 00	Professional Services	\$610,725	\$48,825	\$158,000	\$817,550	\$1,108,380	-26%
503 05	Non-Vehicle Maintenance	\$897,664	\$14,468	\$0	\$912,131	\$864,315	6%
503 99	Communications	\$7,500	\$2,000	\$0	\$9,500	\$9,500	0%
504 01	Parts, Fuel and Lubricants	\$1,386,600	\$0	\$0	\$1,386,600	\$1,386,600	0%
504 03	Non Contracted Vehicle Maintenance	\$3,000	\$0	\$0	\$3,000	\$3,000	0%
504 99	Office/Operating Supplies	\$61,600	\$6,680	\$0	\$68,280	\$64,917	5%
504 99	Printing	\$115,320	\$17,000	\$0	\$132,320	\$85,614	55%
505 00	Utilities	\$259,128	\$3,958	\$0	\$263,086	\$351,235	-25%
506 00	Insurance	\$659,434	\$6,661	\$0	\$666,095	\$682,703	-2%
507 99	Taxes and Fees	\$91,440	\$0	\$0	\$91,440	\$302,000	-70%
508 01	Purchased Transportation	\$11,207,472	\$1,990,623	\$360,000	\$13,558,095	\$12,971,210	5%
509 00	Miscellaneous	\$182,266	\$10,236	\$0	\$192,502	\$133,479	44%
509 02	Professional Development	\$84,500	\$2,500	\$0	\$87,000	\$69,500	25%
509 08	Advertising	\$118,000	\$0	\$2,000	\$120,000	\$120,000	0%
TOTAL TRANSIT OPERATIONS AND MAINTENANCE		\$18,266,138	\$2,333,583	\$601,781	\$21,201,502	\$20,820,728	1.8%

OPERATING EXPENDITURES FY 2022



CAPITAL IMPROVEMENT PROGRAM

Facilities Rehab and Repair

Office and Facility Equipment

This budget item will be used to upgrade and replace existing office and/or facility equipment as needed.

Shop Repairs and Replacements

The current MOA facility was built in 1991 and on-going repairs have been required in the past. Some of the equipment is now in need of total replacement, this line item reflects minor replacements, and larger repairs for FY22.

Transit Center Upgrades and Improvements

Now that the Historic Railroad Depot has been moved and is being refurbished LAVTA needs to do some upgrades and repairs to the rest of the transit center.

Bus Shelter and Stops

Funds for this project will be used to rehabilitate or improve selected bus stop locations, and move bus stops to new locations. Additionally, bus stop branding will need to be updated as the rebranding project commences. This year LAVTA is receiving funds to improve the BRT stops.

Doolan Tower Upgrade

The Doolan Tower houses LAVTA's radio equipment and is a key component of LAVTA's AVL system. Many upgrades were completed in FY21, however, LAVTA has discovered a need to add a generator to the location to assist during power outages.

Atlantis

In FY 2021, with new funding opportunities for the project finally on the horizon, LAVTA engaged Kimley-Horn & Associates to update the site planning and concept design documents and complete 30% schematic designs for the Atlantis Operations & Maintenance Facility, including sufficient detail of site improvements to provide information on the recommended location and sizes of offices, hallways, shops, employee facilities, storage rooms, vehicle bays, vehicle parking structure, wash facility, building risers, and utility areas (including communications). Final schematic designs were delivered in March 2021. The project included in FY 2022 would deliver 100% bridging documents for the Atlantis facility, ready to advertise and award for a design-build construction contract should funding become available to construct the facility, and/or to facilitate securing such funding via future funding opportunities. The bridging documents would constitute 60% plans, specifications & estimates (PS&E) for the construction of new administration/operations and maintenance buildings, plus site improvements necessary to complete the facility.

Vehicle Rehab and Repair and Replacement

Vehicle Repairs

Funds associated with this project will be used for the replacement of engines and transmissions, battery packs on the Hybrid buses and other major components that have reached the end of their useful lives.

Bus Purchases

With LAVTA's 2007, and 2009 buses reaching the end of their useful lives LAVTA will be replacing 16 buses.

Miscellaneous

Transit Capital

The funds associated with this line item will be used to cover miscellaneous projects that come up throughout the year.

Shared Autonomous Vehicle (SAV) and Mobility Hubs

LAVTA, the City of Dublin, and the Metropolitan Transportation Commission have been partnering on deploying an SAV in the City of Dublin, with Phase 1 testing anticipated to conclude in June of 2021. For Phase 2 of the project, the goal is to expand the current route and serve more passengers traveling between East Dublin/Pleasanton BART and the businesses near the Ross Headquarters/Zeiss Innovation Center business park. The next phase includes:

- Acquisition of three (3) upgraded SAVs with more passenger and speed capacity.
- Design and construction of a passenger mobility hub at the business park.
- Implementing key stops along the route.
- Upgrades to local infrastructure, such as advanced traffic-signal technologies and additional streetside signage.

Dublin Parking Garage

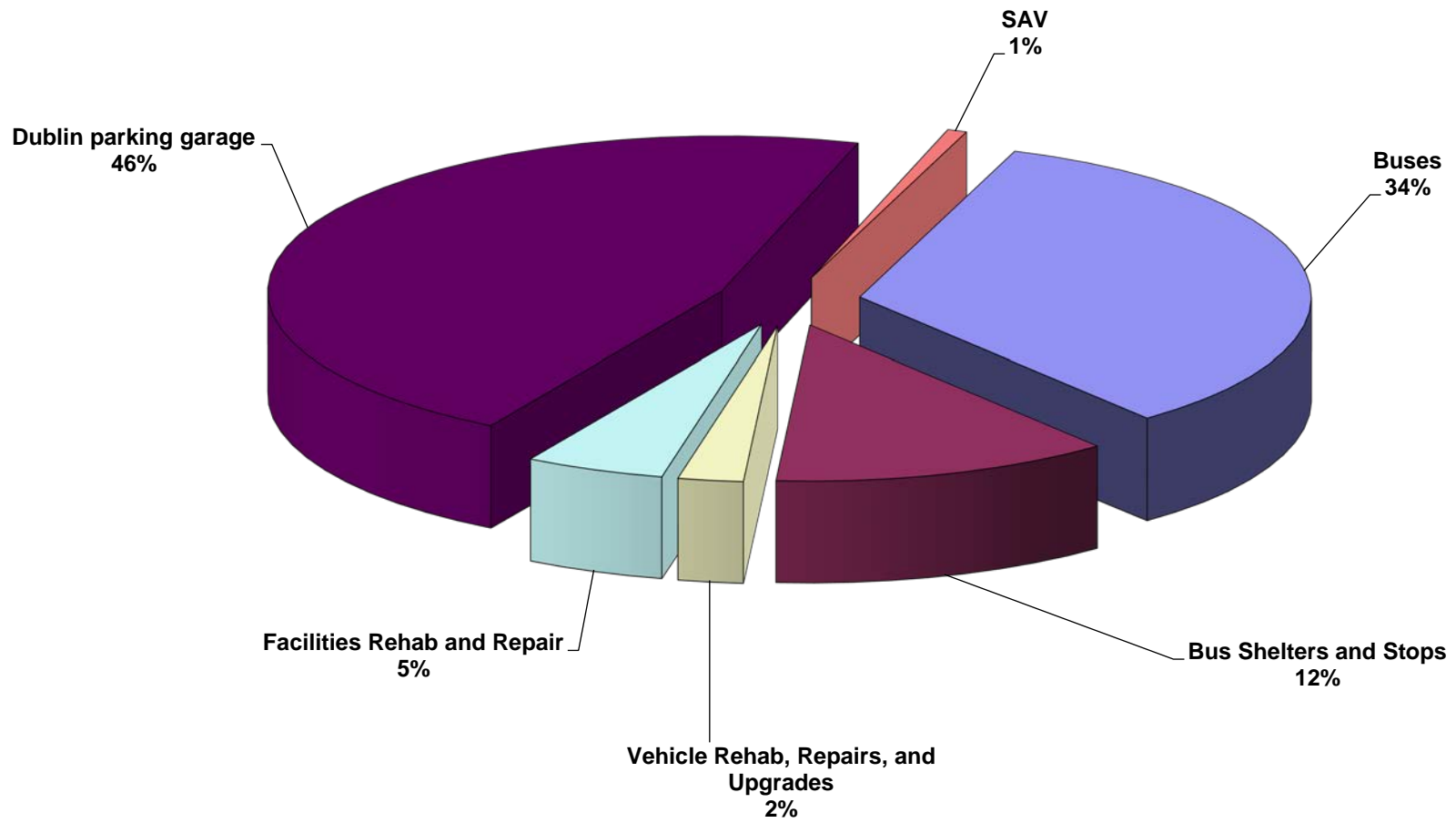
LAVTA is the project sponsor for the Dublin/Pleasanton Capacity Improvement and Congestion Reduction Program, which includes \$20,000,000 in state funding toward final design and construction of a 500+-space parking garage in Dublin near the Dublin/Pleasanton BART station on land owned by Alameda County. State funds are being provided by the Transit and Intercity Rail Capital Program (TIRCP) and passed through LAVTA to the Alameda County General Services Agency, who serves as lead agency on implementation of the project.

**LAVTA
FY2022 BUDGET
PROJECT DETAIL**

Capital Improvement Program

Project	Federal FUNDS	BAAQMD	State	CTC CIP	TVTC	Bridge Tolls	TDA 4.0	Prop 1B	BUDGET FY22
Transit Center Upgrades and Improvements	\$440,000						\$110,000	\$20,000	\$570,000
Bus Shelters, signs, and Stops	\$2,000,000		50,000			\$2,300,000	\$857,143		\$5,207,143
Buses	11,575,437						2,893,859		\$14,469,296
Office and Facility Equipment							\$100,000		\$100,000
Transit Capital							\$100,000		\$100,000
Shop Repairs and Replacements							\$41,900		\$41,900
Rutan Upgrades							\$200,000	\$100,962	\$300,962
Doolan tower upgrade including generator							\$124,000		\$124,000
Atlantis							\$902,000		\$902,000
SAV and mobility hubs							\$300,000		\$300,000
Dublin Parking Garage			\$20,000,000						\$20,000,000
Vehicle Repairs	\$206,000		\$37,845				\$756,420		\$1,000,265
TOTAL	\$14,221,437	\$0	\$20,087,845	\$0	\$0	\$2,300,000	\$6,385,322	\$120,962	\$43,115,566

FY 22 Capital Projects



LAVTA
RESERVES ANALYSIS

OVERVIEW OF THE ALLOCATION PROCESS

TDA

Under the State Transportation Development Act (TDA), the Metropolitan Transportation Commission (MTC) is designated as the body that distributes funds from the County Local Transportation Fund (LTF) to each transit operator in the county. Each year this distribution process begins in February when MTC passes a resolution approving each transit operator's apportionment of TDA funds for the upcoming fiscal year. This resolution defines LAVTA's share of the funds available in Alameda County. The funds are apportioned based on population. LAVTA's service area contains approximately 14% of the total population in the county.

Through its planning process LAVTA determines how much of this apportionment to request for the year and submits a claim for these funds. MTC then passes a resolution allocating the requested funds.

The difference between the apportioned amount and the allocated amount is reserved for LAVTA's future use. This amount, called "prior year funds", "carryover" or "reserves", is also shown in the apportionment resolution. These funds are retained in accordance with the California Administrative Code, in the LTF at the County of Alameda based on terms and conditions determined by MTC.

TDA RESERVES

The following analysis calculates LAVTA's expected reserves at the end of FY2022 based on currently available information about FY 2021

Projected Reserves at June 30, 2021	\$5,145,456 (Projected Carryover 2/24/21)
FY2022 Apportionment (estimated)	10,823,468 (FY22 revenue estimate 2/24/21)
FY2022 TDA Funds Available for Allocation	\$15,968,924

FY2022 Operating Request	\$11,822,017
FY2022 Capital Request	6,385,322
FY2022 TDA Request for Allocation	\$18,207,339

Projected Reserves at June 30, 2022	
Reserves at June 30, 2022	-\$2,237,863
Expiring Capital Allocations @June 30, 2021	0
FY 2021 Unexpended Funds (Due to LTF)	5,450,000 (estimate)
Prior year Due to LTF	\$16,277,964

<u>TOTAL TDA RESERVES</u>	<u>\$19,489,549</u>
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STA

A second revenue source administered by MTC is State Transportation Assistance Funds, or STA. LAVTA receives apportionments of STA funds each year: Revenue based (calculated on LAVTA's locally generated revenue as a portion of the region's locally generated revenue) and Population based (based on LAVTA's share of population compared to other small and north county operators). The population-based apportionment is administered by ACTC. As with TDA, LAVTA receives an estimated apportionment in February, requests an allocation, and the difference is maintained in the County Treasury, as reserves.

STA RESERVES

The following analysis calculates LAVTA's expected STA reserves at the end of FY2022 based on currently available information about FY 2021.

Revenue Based

Reserves at June 30, 2021	\$418,864 (Projected Carryover 2/24/2021)
FY2022 Apportionment	293,372 (FY21 revenue estimate 2/24/2021)
FY2022 Available STA Funds	\$712,236
FY2022 STA Request for Allocation	\$712,236
Reserves at June 30, 2022	\$0

TOTAL TDA and STA RESERVES **\$19,489,549**

Committed Reserves

Atlantis Project \$7,000,000

TOTAL Uncommitted Reserves **\$12,489,549**

3-6-month target **\$5,300,376 - \$10,600,751**

RESOLUTION NO. 19-2021

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE LIVERMORE
AMADOR VALLEY TRANSIT AUTHORITY ADOPTING THE OPERATING
AND CAPITAL BUDGET FOR FISCAL YEAR 2022**

WHEREAS the Board of Directors of the Livermore Amador Valley Transit Authority at their meeting of June 7, 2021 reviewed the Operating and Capital Budget for Fiscal Year 2022 for this Authority.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors that the Operating and Capital Budget for the Livermore Amador Valley Transit Authority for Fiscal Year 2022, attached hereto and incorporated herein as Attachment 1, is hereby adopted.

BE IT FURTHER RESOLVED that the Executive Director is authorized to transfer funds within and between costs centers.

APPROVED AND PASSED this 7th day of June 2021.

Bob Woerner, Chair

ATTEST:

Michael Tree, Executive Director