



## Legislation Details (With Text)

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**File created:** 10/4/2019      **In control:** Board of Supervisors

**On agenda:** 10/22/2019      **Final action:** 10/22/2019

**Title:** Department of Transportation recommending the Board consider the following:  
 1) Make findings that it is more feasible and economical to engage an outside consultant to provide staff assistance in developing the Major Update to the Traffic Impact Mitigation (TIM) Fee Program and the Capital Improvement Program (CIP);  
 2) Authorize the Chair to sign Agreement 4324 with DKS Associates, Inc. for a three (3) year term in an amount not to exceed \$300,000. The agreement will provide staff assistance in developing the Major Update to the TIM Fee Program and CIP as directed by the Board on September 17, 2019; and  
 3) Approve and authorize the Chair to sign a budget transfer adjusting the budget for Fiscal Year 2019-20 to allow for the transfer of TIM funds to Transportation Engineering to fund the consultant contract. (4/5 vote required)

**FUNDING:** Traffic Impact Mitigation Fees.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - Approved CRS, 2. B - DKS Agreement 4324, 3. C - Budget Transfer, 4. Executed Agreement 4324, 5. Executed Budget Transfer

Date	Ver.	Action By	Action	Result
10/22/2019	1	Board of Supervisors	Approved	Pass

Department of Transportation recommending the Board consider the following:  
 1) Make findings that it is more feasible and economical to engage an outside consultant to provide staff assistance in developing the Major Update to the Traffic Impact Mitigation (TIM) Fee Program and the Capital Improvement Program (CIP);  
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**FUNDING:** Traffic Impact Mitigation Fees.

### DISCUSSION / BACKGROUND

On September 17, 2019 (Item 32), the Board directed the Department of Transportation (Transportation) to accelerate the Major Update to the Traffic Impact Mitigation (TIM) Fee Program and Capital Improvement Program (CIP).

General Plan Policy TC-Xb and Implementation Measures TC-A and TC-B ensure that potential development in the county does not exceed available roadway capacity. It requires the County to prepare a CIP annually that specifies expenditures for roadway improvements within the next ten

years (the annual CIP Update). It also requires the County to prepare a CIP at least every five years specifying expenditures for roadway improvements within the next twenty years (the Major Five-Year Update).

The CIP provides a strategic direction for capital projects over a current year, five-, ten- and twenty-year horizon. It is used as a planning tool and updated annually by the Board as required by General Plan Policy TC-Xb. The annual update includes adjustments to revenue estimates, project scopes, costs, schedules, and priorities.

The TIM Fee Program is a fee program used to fund roadway improvements needed to accommodate growth anticipated over the next twenty years. Improvements funded by the TIM Fee Program include new roadways, roadway widenings, roadway intersection improvements and transit. A TIM Fee Program is legally required to meet guidelines as established by Assembly Bill 1600 (California Government Code Sections 66000-66008). The updated TIM Fee Program is a critical funding component of the CIP.

The County has built a strong team to assist in the major updates. DKS Associates, Inc. (DKS) and their subconsultants, Quincy Engineering and Urban Economics have demonstrated expertise in their field with local knowledge and historic perspective on the County programs as well as experience in the update of the TIM Fee Programs in other jurisdictions.

- DKS - Needs analysis, fee calculation, nexus study
- Quincy Engineering - Transportation improvement cost estimates
- Urban Economics - Advisory on the nexus study

The development of the Major Update to the TIM Fee Program and CIP will result in a minimum of five primary documents for the use of County staff and the public. These documents include:

1. 2020 West Slope Transportation CIP
2. Existing Deficiencies report
3. 2004 El Dorado County General Plan TIM Fee 2020 Update
4. Nexus Study
5. Environmental Document(s)

The Major Updates to the TIM Fee Program and CIP are required by the County's General Plan. Development of the CIP and TIM Fee Program requires the unique financial, engineering, and planning expertise of specialists who routinely work in these areas. The County does not currently have existing qualified staff available to perform the work within the time frame required, and it is not economically viable to obtain staff with the required skill sets.

Pursuant to County Charter, Section 210(b) and County Ordinance, Section 3.13.030, Staff is recommending the Board make findings that DKS can more economically and feasibly provide the expertise and assistance necessary to develop the Major Update to the TIM Fee Program and CIP as required by the adopted General Plan.

The El Dorado County Employee's Association, Local #1, has been informed of the proposed Agreement.

In order to accommodate this request, the FY 2019-20 Budget will need to be adjusted as follows:

Budgeted appropriations in the TIM Zones 1-7 Special Revenue Fund need to be increased in Operating Transfers Out by \$157,400, offset by a decrease to Appropriations for Contingency in the amount of \$157,400.

Budgeted appropriations in the TIM Zone 8 Special Revenue Fund need to be increased in Operating Transfers Out by \$142,600, offset by a decrease to Appropriations for Contingency in the amount of \$142,600.

Budgeted revenues in the Transportation Engineering budget need to be increased in Operating Transfers In - County TIM by \$157,400 and Operating Transfers In - EDH TIM by \$142,600. This is offset by an increase in Professional and Specialized Services in the amount of \$300,000 in the Transportation Engineering budget.

### **ALTERNATIVES**

The Board could direct Transportation to make changes to the proposed Agreement and return to the Board at a later date. However, this could significantly impact Transportation's ability to meet the Board's directive regarding the 2020 Major TIM Fee Program update.

### **PRIOR BOARD ACTION**

On May 14, 2019 (Item 41) the Board directed Transportation staff to move forward with the Major Update to the TIM Fee Program. On September 17, 2019 (Item 32) the Board directed Transportation staff to expedite the 2020 Major TIM Fee Program update and provide public outreach by holding workshops at the Board.

### **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Planning and Building Department  
CAO  
Auditor Controller  
County Counsel

### **CAO RECOMMENDATION / COMMENTS**

It is recommended that the Board approve this item.

### **FINANCIAL IMPACT**

Approval of this item would result in the expenditure of approximately \$300,000 from TIM Fee funds. Transportation did not receive formal direction from the Board to proceed until after the current budget year submission deadlines had passed. A budget transfer is required in order to allocate funding for this purpose.

### **CLERK OF THE BOARD FOLLOW UP ACTIONS**

- 1) The Clerk of the Board will obtain the Chair's signature on two (2) originals of the Agreement.
- 2) The Clerk of the Board will forward one (1) original Agreement to the Chief Administrative Office, Procurement and Contracts Division for further processing.
- 3) The Clerk of the Board will obtain the Chair's signature on the original budget transfer and will forward the budget transfer to the Auditor/Controller for processing.

### **STRATEGIC PLAN COMPONENT**

TIM Fee Program funding is a major funding source for the CIP, which is a vital part of the Infrastructure component of the County Strategic Plan. Adequate infrastructure is necessary for the

Economic Development component and is a requirement of the County General Plan. Safe roads are a crucial factor in the Public Safety component of the County Strategic Plan.

**CONTACT**

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