



EL DORADO TRANSIT

EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING AGENDA

Thursday, October 7, 2021; 1:00 PM

Chairperson: Kara Taylor, City of Placerville Councilmember
Vice Chairperson: Lori Parlin, County of El Dorado Supervisor, District IV
John Hidahl, County of El Dorado Supervisor, District I
Jackie Neau, City of Placerville Councilmember
George Turnboo, County of El Dorado Supervisor, District II

- Patty Borelli, Alternate for City Councilmembers
- Wendy Thomas, Alternate for Board of Supervisors, District III

Executive Director: Matthew Mauk

These meetings will be conducted pursuant to the provisions of Assembly Bill 361 which suspends certain requirements of the Ralph M. Brown Act to allow for greater flexibility in conducting public meetings via teleconferencing and allowing public participation telephonically. These measures are in effect when a state of emergency is issued or remains active.

Members of the public may call in during the meeting and are encouraged to submit public comment via email to mwilcher@eldoradotransit.com up until the start of the meeting. Written comments will be entered into the meeting's minutes and the Board will consider all comments at the appropriate time. Members of the public may address any item on the agenda prior to board action, comments will be limited to no more than three (3) minutes.

If you are joining the meeting via computer and wish to make a comment on an item, press the "raise a hand" button. If you are joining the meeting by phone, press *9 to indicate a desire to make a comment. The board secretary will call you by the last three digits of your phone number when it is your turn to comment.

Participate by Computer:

<https://us02web.zoom.us/j/833772503?pwd=N0RYRGkxMnkzNUtQemsrRjVQdm5BZz09>

Participate by Phone:

1-669-900-6833

Meeting ID: 833-772-503

Passcode: 2021

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

RECESS TO CLOSED SESSION

Claim of Celia Yandel against the El Dorado County Transit Authority

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL RELEASE (California Government Code section 54957)

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: 1 Potential Case

RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

ROLL CALL

ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR

The Board may make any necessary additions, deletions or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda with one single vote. A Board member may request an item to be removed from the Consent Calendar for discussion and possible action, and the item will be moved from Consent and heard as a separate item. Any member of the public may ask to address an item on the Consent Calendar prior to Board action.

OPEN FORUM

At this time, any person may comment on any item that is not on the agenda. Please state your name and address for the records. Action will not be taken on any item that is not on the agenda. Please limit your comments to no more than three (3) minutes. Please give any written material presented at the meeting to the clerk for public record.

1.	<u>CONSENT CALENDAR</u>	<u>PAGE</u>
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D.	1. Receive and file Quarterly Investment Report for the Quarter Ending 06/30/2021	15
	2. Review Annual Interest Reports for all Operating Restricted Capital Funds	
E.	Adopt Resolution No. 21-22 Authorizing the Executive Director to Claim Transportation Development Act Claim for Fiscal Year 2020/21 State of Good Repair funds	19

2.	<u>ACTION ITEMS</u>	<u>PAGE</u>
	A. Adopt Resolution No. 21-23 regarding the Remote Public Meeting Provisions of Assembly Bill 361	21
3.	<u>INFORMATION ITEMS</u>	
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EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

ADJOURNMENT

* Verbal Report

NEXT REGULARLY SCHEDULED BOARD MEETING
OF THE EL DORADO COUNTY TRANSIT AUTHORITY
Thursday, November 4, 2021 1:00 P.M.

Zoom Meeting Teleconference

<https://us02web.zoom.us/j/833772503?pwd=VXptSUJYaEd6ZkRCUFExbU15Vk4vQT09>

1-669-900-6833

Meeting ID: 833-772-503

Password: 2021



EL DORADO TRANSIT

EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING CONFORMED MINUTES Thursday, September 2, 2021; 1:00 PM

Chairperson: Kara Taylor, City of Placerville Councilmember
Vice Chairperson: Lori Parlin, County of El Dorado Supervisor, District IV
John Hidahl, County of El Dorado Supervisor, District I
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George Turnboo, County of El Dorado Supervisor, District II

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- Wendy Thomas, Alternate for Board of Supervisors, District III

Executive Director: Matthew Mauk

These meetings will be conducted pursuant to the provisions of California Executive Order N-29-20, which suspends certain requirements of the Ralph M. Brown Act to allow for greater flexibility in conducting public meetings via teleconferencing and allowing public participation telephonically. These measures will only apply during the period in which state or local public health officials have imposed or recommended social distancing measures.

Members of the public may call in during the meeting and are encouraged to submit public comment via email to mwilcher@eldoradotransit.com up until the start of the meeting. Written comments will be entered into the meeting's minutes and the Board will consider all comments at the appropriate time. Members of the public may address any item on the agenda prior to board action, comments will be limited to no more than three (3) minutes.

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Participate by Phone:

1-669-900-6833

Meeting ID: 833-772-503

Passcode: 2021

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Taylor called the meeting to order at 1:00 PM and the pledge of allegiance was recited.

ROLL CALL

Directors Present: John Hidahl, Jackie Neau, Lori Parlin, Kara Taylor, George Turnboo

A quorum was present.

ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR

The Board may make any necessary additions, deletions or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda with one single vote. A Board member may request an item to be removed from the Consent Calendar for discussion and possible action, and the item will be moved from Consent and heard as a separate item. Any member of the public may ask to address an item on the Consent Calendar prior to Board action.

Adoption of the Agenda and Approval of Consent Calendar

M/S: Hidahl/Parlin

Ayes: Hidahl, Neau, Parlin, Taylor, Turnboo

Supporting documentation for Item 1F which included Resolution No. 21-21 had missing information in the third paragraph. Revised wording is below with the correction bolded.

“WHEREAS, on **February 6, 2020** the El Dorado County Transit Authority Board of Directors adopted Resolution No. **20-28**, approving the Personnel Policies and Procedures Manual, Article 5.2, which defines the allowable usage of sick leave, and has adopted similar provisions in the Memorandum of Understanding (MOU) with the represented Transit Operator’s bargaining unit; and”

OPEN FORUM

None

1. CONSENT CALENDAR

- A. 1. Approve Conformed Minutes of Regular Meeting June 3, 2021**
 - 2. Approve Conformed Minutes of Regular Meeting August 5, 2021**
- B. Receive and File July 2021 Check Register**
- C. Receive and File July 2021 Ridership Report**

- D. Adopt Resolution No. 21-20 defining the El Dorado County Transit Authority's health insurance premium contribution rates provided to unrepresented regular and management employees beginning January 1, 2022
- E. Approve Funding of Operating Reserve utilizing Bike Locker, Advertising and Miscellaneous revenue accounts for Fiscal Year 2020/21
- F. Adopt Resolution No. 21-21 Authorizing the Executive Director to Administer a Temporary Sick Leave Usage Policy for Represented and Unrepresented Regular Employees Subject to Mandatory Evacuation Orders Associated with the Caldor Fire

2. ACTION ITEMS

- A.
 - 1. Receive and file the Final Amended Operating Budget for Fiscal Year 2020/21 as Proposed
 - 2. Acknowledge the budget amount of \$1,308,646 in Deferred Local Transportation Funds (LTF) from Contingency
 - 3. Authorize the use of Deferred LTF for Fiscal Year 2020/21 Capital Expenses

Action: Approved as requested by staff

M/S: Neau/Parlin

Ayes: Hidahl, Neau, Parlin, Taylor, Turnboo

- B.
 - 1. Form an ad hoc Audit Review Committee to receive and review fiscal year 2020/21 independent fiscal and compliance audit reports
 - 2. Appoint Chair and Vice-Chair as members to the Audit Review Committee

Action: Approve formation of ad hoc Audit Review Committee and appoint Chair and Vice-Chair as members

M/S: Hidahl/Turnboo

Ayes: Hidahl, Neau, Parlin, Taylor, Turnboo

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

ADJOURNMENT

Chairperson Taylor adjourned the meeting at 1:26 PM. The next meeting will be a regular meeting scheduled for Thursday, October 7, 2021.

Respectfully Submitted,

**Megan Wilcher
Secretary to the Board**

* Verbal Report

AGENDA ITEM 1B
Consent Item

MEMORANDUM

DATE: October 7, 2021
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Receive and File August 2021 Check Register

REQUESTED ACTION:

BY MOTION,
Receive and File August 2021 Check Register

BACKGROUND

The following check register includes routine transactions for the month of August 2021. These expenditures fall within budgets adopted by the El Dorado County Transit Authority Board of Directors.

DISCUSSION

Three (3) items merit further detail:

Check #35484 – Brower Mechanical Inc.....\$7,670.00

This check pays an obligation for the installation of replacement of an A/C Unit in the maintenance department using Local Transportation Funds (LTF); CIP #22-01.

Check #35503 – Luminator Technology Group Inc.....\$25,284.19

This check pays an obligation for HD Power Supply Upgrades for On-Board Cameras using Local Transportation Funds (LTF); CIP #21-01.

Check #35549 – NS Corporation.....\$62,932.94

This check pays the obligation for 40% of the Bus Washer Retrofit using Local Transportation Funds (LTF); CIP #20-02.

EL DORADO COUNTY TRANSIT AUTHORITY
Check Register
August 2021

Date	Num	Name	Memo	Amount
08/03/2021	EFTTRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	Premium - August 2021	35,814.52
08/05/2021	35475	4 IMPRINT, INC.	Recruitment Event Hand-Outs	617.92
08/05/2021	35476	ABSOLUTE GLASS INC	Windshield Primer	172.89
08/05/2021	35477	AFLAC	Employee Paid Premiums - July 2021	1,206.46
08/05/2021	35478	AFTERMARKET PARTS CO LLC	Parts and Supplies	2,346.00
08/05/2021	35479	AMERICAN HERITAGE LIFE INSURANCE COMPANY	Employee Paid Premiums - August 2021	29.10
08/05/2021	35480	ARNOLDS FOR AWARDS	EOM Plate Graving	23.58
08/05/2021	35481	AT&T / CALNET	Monthly Utilities	523.54
08/05/2021	35482	AT&T MOBILITY	Wireless Camera Service July 2021	190.32
08/05/2021	35483	AUTOZONE	Parts and Supplies	656.93
08/05/2021	35484	BROWER MECHANICAL INC	Provide & Install A/C Unit in Maintenance	7,670.00
08/05/2021	35485	BUS & EQUIPMENT REPAIR OF CA	Cylinder Rollstop #1602	793.10
08/05/2021	35486	C & H MOTOR PARTS	Filters #1703	56.47
08/05/2021	35487	CAPITOL CLUTCH & BRAKE	VOID: 657	0.00
08/05/2021	35488	COMCAST	High-Speed Internet July 2021	244.69
08/05/2021	35489	D&K AUTO GLASS	Remove & Replace Left Windshield #2001	120.00
08/05/2021	35490	DAWSON OIL	Fuel Purchases July 2021	38,953.07
08/05/2021	35491	EL DORADO DISPOSAL	Disposal Service	380.38
08/05/2021	35492	EMP. MISC. REIMBURSEMENT	Calact Board Meeting - Mileage	388.64
08/05/2021	35493	FACTORY MOTOR PARTS	Parts and Supplies	416.92
08/05/2021	35494	FASTENAL	Bus Cleaning Supplies	370.60
08/05/2021	35495	FLEMING DISTRIBUTING CO.	Additives PM Services	351.57
08/05/2021	35496	FOLSOM LAKE DODGE	Parts and Supplies	1,636.06
08/05/2021	35497	GCR TIRES & SERVICE	315/80R22.5/20 Tires #'s 1803 & 1805	4,043.43
08/05/2021	35498	GILLIG LLC	Parts and Supplies	6,471.04
08/05/2021	35499	GIRARD & EDWARDS	General Legal Services July 2021	612.00
08/05/2021	35500	HUNT & SONS INC	Fuel Purchases 07/16/21 - 07/31/21	561.10
08/05/2021	35501	IMAGE SOURCE	Monthly Copy Charges 07/22/21 - 08/21/21	493.11
08/05/2021	35502	J.C. NELSON SUPPLY CO	Disinfectant Spray - Covid Supplies	299.74
08/05/2021	35503	LUMINATOR TECHNOLOGY GROUP INC	HD Power Supply Upgrade for On-Board Cameras	25,284.19
08/05/2021	35504	MACLEOD WATTS INC	Preparation of GASB 75 Actuarial Report FY 20/21	1,950.00
08/05/2021	35505	MAG LANDSCAPING INC	Landscaping Maintenance - July 2021	1,175.00
08/05/2021	35506	MISSION UNIFORM SERVICE	Uniforms, Towels, & Mats Service	453.31
08/05/2021	35507	O'REILLY AUTO PARTS	Parts and Supplies	820.05
08/05/2021	35508	OPERATING ENGINEERS - MEDICAL	Represented Medical Premiums 0921	42,834.00
08/05/2021	35509	PACIFIC GAS & ELECTRIC	Monthly Utilities	3,802.91
08/05/2021	35510	PACIFIC LIFT AND EQUIPMENT CO INC	Annual Lift Inspections & Certification	1,494.87
08/05/2021	35511	PEST CONTROL CENTER, INC.	Bi-Monthly Pest Control	65.00
08/05/2021	35512	QUILL	Misc. Office Supplies	471.07
08/05/2021	35513	RIEBES AUTO PARTS	Parts and Supplies	80.13
08/05/2021	35514	ROSCO COLLISION AVOIDANCE	Camera Kit #1005	1,408.89
08/05/2021	35515	RTS IT INC	IT Support August 2021	5,632.50
08/05/2021	35516	SIERRA NEVADA TIRE & WHEEL	225/70R19.5/14 Tires #'s 1907 & 1603	1,134.61
08/05/2021	35517	SUN LIFE FINANCIAL	Group Life & LTD Benefits August 2021	3,944.96
08/05/2021	35518	TOWN CENTER EAST LP	Lease Payment for August 2021 P&R	700.00
08/05/2021	35519	TRILLIUM SOLUTIONS INC	Map Edits on Website	590.00
08/05/2021	35520	TRUE VALUE HARDWARE	Air Compressor Cage Hardware	74.69
08/05/2021	35521	VAN DE POL ENTERPRISES INC	DEF, ATF, Gear Oil	1,152.70
08/05/2021	35522	WESTERN TRUCK PARTS LLC	Parts and Supplies	2,476.10

EL DORADO COUNTY TRANSIT AUTHORITY
Check Register
August 2021

08/05/2021	35523	XEROX FINANCIAL SERVICES	Lease Payment on Copiers	509.44
08/05/2021	35524	ZONAR SYSTEMS INC	GSM Activation #1003	324.88
08/05/2021	35525	CAPITOL CLUTCH & BRAKE	Parts and Suppkluies	1,277.02
08/05/2021	35526	ROBERTS & COMPANY INC	CPA Services - July 2021	160.00
08/05/2021	35527	INIT INC	Parts & Installation for New Buses	4,335.00
08/09/2021	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #16 CLASSIC	9,582.94
08/09/2021	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #16 PEPRA	8,313.32
08/10/2021	EFTTRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE AUG. 6, 2021	4,512.96
08/23/2021	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #17 CLASSIC	9,400.60
08/23/2021	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #17 PEPRA	7,941.36
08/23/2021	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	GASB 68 AUDIT COMPLIANCE	700.00
08/24/2021	EFTTRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE AUG. 20, 2021	4,514.55
08/24/2021	35528	ARNOLDS FOR AWARDS	Name Plates - Board Members	31.39
08/24/2021	35529	AT&T / CALNET	Monthly Utilities	452.68
08/24/2021	35530	CAL.NET	CCTV Camera Service September 2021	176.92
08/24/2021	35531	COMCAST	High-Speed Internet August 2021	244.69
08/24/2021	35532	DELUXE	Check & Deposit Slip Printing	972.84
08/24/2021	35533	EDC COMMUNITY DEVELOPMENT SERVICES	Annual Environmental Mgmt. Fees FY 21/22	341.00
08/24/2021	35534	EDC RISK MANAGEMENT	Health Insurance August 2021	2,603.60
08/24/2021	35535	EL DORADO HILLS CHAMBER OF COMMERCE	Annual Membership	225.00
08/24/2021	35536	EL DORADO IRRIGATION DISTRICT	Water Service 06 - 08/21 EDH	108.89
08/24/2021	35537	EMP. MISC. REIMBURSEMENT	Process Server 08/06/21	40.00
08/24/2021	35538	EMP. MISC. REIMBURSEMENT	Raffle Gift Cards for Hiring Event	50.00
08/24/2021	35539	EMP. MISC. REIMBURSEMENT	DMV & VTT - RN	59.00
08/24/2021	35540	EMPLOYMENT DEVELOPMENT DEPARTMENT	UI Benefit Charges for 2nd Qtr. 2021	922.01
08/24/2021	35541	GLOBAL DATA VAULT LLC	Monthly Recovery Back-Up Service August 2021	300.00
08/24/2021	35542	HUNT & SONS INC	Fuel Purchases 08/01/21 - 08/15/21	60.98
08/24/2021	35543	IMAGE SOURCE	Monthly Copy Charges 08/22/21 - 09/21/21	248.46
08/24/2021	35544	JACKSON LEWIS P.C.	Claim Number E-CALTIP-2020-041, E-CALTIP-2019-070	796.50
08/24/2021	35545	JANI-KING OF CALIFORNIA INC	Janitorial Services August 2021	1,011.54
08/24/2021	35546	KINETICO WATER OF PLACERVILLE	Drinking Water August 2021	42.90
08/24/2021	35547	LSC TRANSPORTATION CONSULTANTS, INC.	Consulting Services July 2021	660.00
08/24/2021	35548	MOUNTAIN DEMOCRAT INC	Hiring Event Advertising	300.00
08/24/2021	35549	NS CORPORATION	Bus Washer Retrofit (40%)	62,932.94
08/24/2021	35550	OPERATING ENGINEERS LOCAL UNION #3	Union Dues August 2021	1,378.00
08/24/2021	35551	QUILL	Misc. Office Supplies	197.90
08/24/2021	35552	VERIZON WIRELESS	Cellular Service July 2021	1,881.34
08/24/2021	35553	VISA	Reconciled Charges	12,896.38
08/24/2021	35554	WOLFPACK INSURANCE SERVICES, INC.	Dental & Vision Premiums September 2021	3,784.70

345,279.89

Total 345,279.89

AGENDA ITEM 1C
Consent Item

MEMORANDUM

DATE: October 7, 2021
TO: El Dorado County Transit Authority
FROM: Brian James, Planning and Marketing Manager
SUBJECT: August 2021 Ridership Report

REQUESTED ACTION:

BY MOTION,

Receive and File the August 2021 Ridership Report

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) staff typically reports monthly and fiscal year-to-date ridership at each Board meeting.

DISCUSSION

El Dorado Transit continues to experience significant ridership deficits compared to pre-pandemic levels but ridership has leveled out or even started to increase on some services over last year. Systemwide passenger trips in August were down approximately seventy-two percent (72%) compared to 2019, but down only four and a half percent (4.5%) versus August of last year.

Sacramento Commuter service ridership drastically reduced when stay-at-home restrictions were put into effect in March 2020 and service was cut from eleven (11) daily round trips down to four (4) round trips. Although work from home continues to be the pattern in the region and traditional commuter route ridership remains down significantly from pre-pandemic, monthly ridership increased slightly when compared to August 2020. The Sacramento/Tahoe Connector route was suspended from August 18, 2021, until September 24, 2021 due to the closing of US50 for the Caldor Fire.

Local Fixed Route ridership remained the most resilient of all the services through the peak of the pandemic but still lost around 20% due in part to school and business closures, high unemployment, and the increased availability of home delivery and telehealth services. August 2021 ridership was lower than expected due to the Caldor Fire evacuations in Pollock Pines and Camino.

The County's Senior Day program remains closed and the Mother Lode Rehabilitation Enterprises (M.O.R.E.) program is continuing to significantly limit in-person attendance. Although still down from pre-pandemic, day-to-day ridership on the Dial-A-Ride service was up 19.9% and ADA Paratransit demand jumped 119.2% compared to August 2020.

Following is the August 2021 ridership report, comparing the current fiscal year to the previous fiscal year.

August 2021 Ridership Report

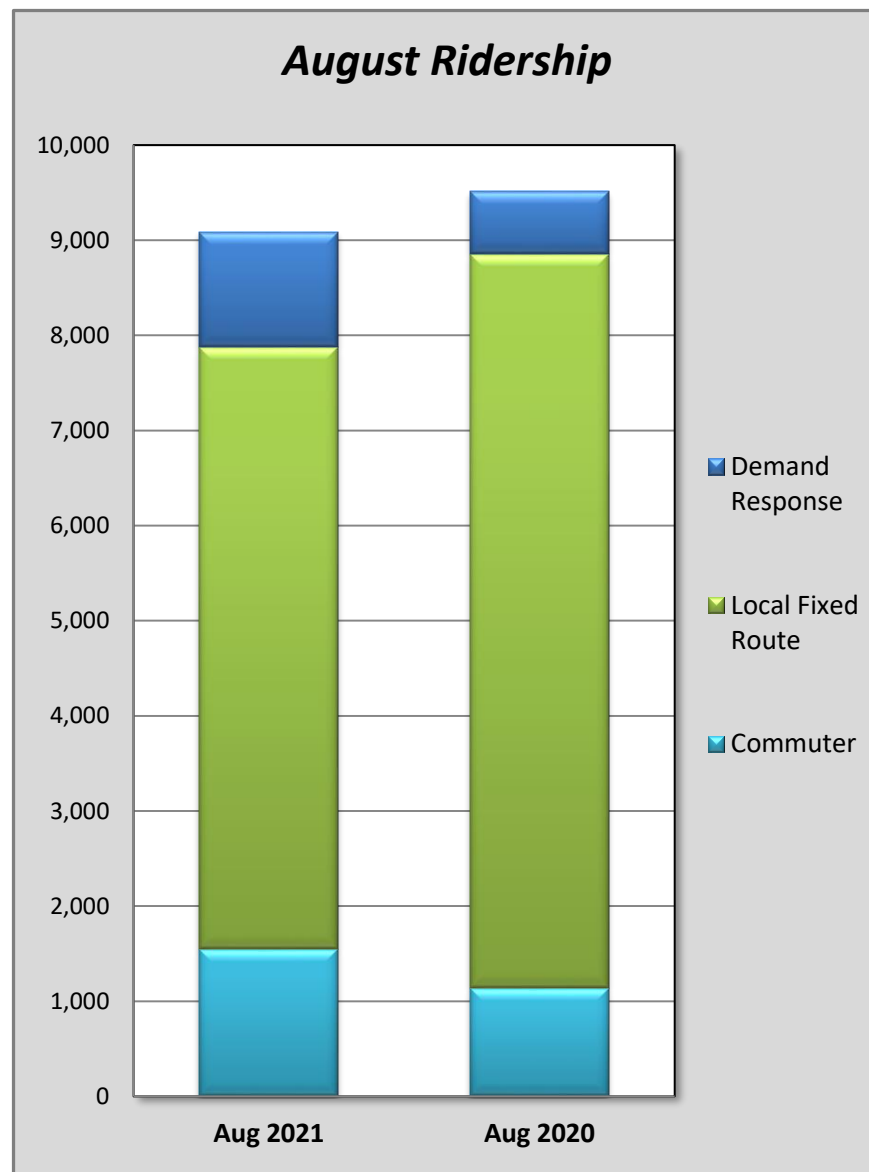


Demand Response	Aug 2021	Aug 2020	% Change
Dial-a-Ride	555	463	19.9%
Sac-Med	18	8	125.0%
ADA Paratransit	217	99	119.2%
M.O.R.E.*	423	88	380.7%
Senior Day Care*	0	0	-100.0%
Total Demand Response	1,213	658	84.3%

Local Fixed Route	Aug 2021	Aug 2020	% Change
20 - Placerville	1,008	1,012	-0.4%
25 - Saturday Express	216	326	-33.7%
30 - Diamond Springs	776	800	-3.0%
35 - Diamond Springs Saturday	78	97	-19.6%
40 - Cameron Park	777	911	-14.7%
50x - 50 Express	2,768	3,140	-11.8%
60 - Pollock Pines	699	1,430	-51.1%
Total Local Fixed Route	6,322	7,716	-18.1%

Commuter	Aug 2021	Aug 2020	% Change
Sacramento Commuter	1,200	1,128	6.4%
Reverse Commuter	4	11	-63.6%
Sacramento/Tahoe Connector	349	0	100.0%
Total Commuter	1,553	1,139	36.3%

	Aug 2021	Aug 2020	% Change
Systemwide	9,088	9,513	-4.5%
Passengers per Revenue Hour	3.2	3.5	-9.5%



*Contracted Services - Ridership Determined by Client Enrollment

Fiscal Year-to-Date Ridership Report

July 2021 - August 2021

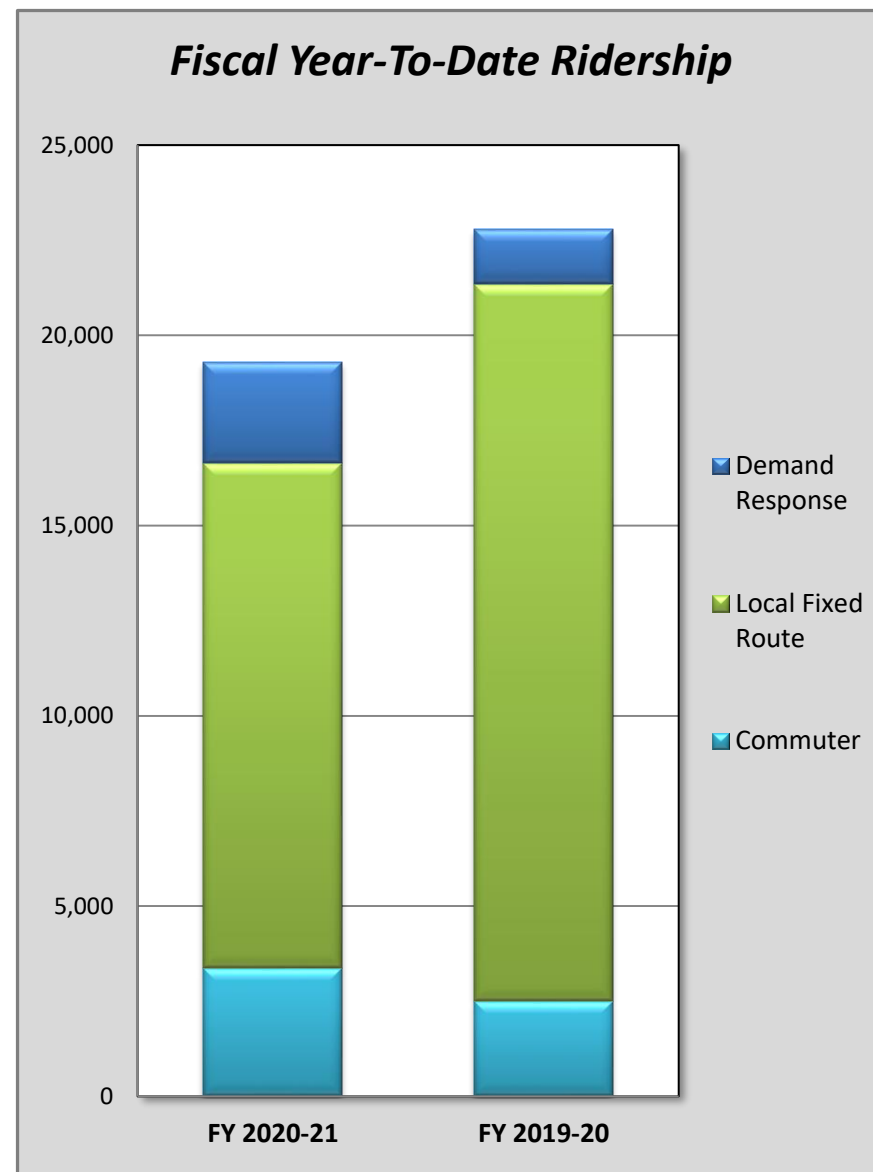


Demand Response	FY 2020-21	FY 2019-20	% Change
Dial-a-Ride	1,116	1,019	9.5%
Sac-Med	44	26	69.2%
ADA Paratransit	458	204	124.5%
M.O.R.E.*	1,025	190	439.5%
Senior Day Care*	0	0	-100.0%
Total Demand Response	2,643	1,439	83.7%

Local Fixed Route	FY 2020-21	FY 2019-20	% Change
20 - Placerville	2,011	3,172	-36.6%
25 - Saturday Express	551	603	-8.6%
30 - Diamond Springs	1,394	1,905	-26.8%
35 - Diamond Springs Saturday	162	144	12.5%
40 - Cameron Park	1,542	2,148	-28.2%
50x - 50 Express	5,598	6,937	-19.3%
60 - Pollock Pines	2,026	3,926	-48.4%
Total Local Fixed Route	13,284	18,835	-29.5%

Commuter	FY 2020-21	FY 2019-20	% Change
Sacramento Commuter	2,392	2,480	-3.5%
Reverse Commuter	9	22	-59.1%
Sacramento/Tahoe Connector	955	0	100.0%
Total Commuter	3,356	2,502	34.1%

	FY 2020-21	FY 2019-20	% Change
Systemwide	19,283	22,776	-15.3%
Passengers per Revenue Hour	3.3	4.0	-18.3%



*Contracted Services - Ridership Determined by Client Enrollment

AGENDA ITEM 1D
Consent Item

MEMORANDUM

DATE: October 7, 2021

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Quarterly Investment and Annual Interest Reports for Operating and Restricted Capital Funds

REQUESTED ACTION:
BY MOTION,

1. Receive and file Quarterly Investment Report for the Quarter Ending 06/30/2021
2. Review Annual Interest Reports for all Operating and Restricted Capital Funds

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) adopted an investment policy on November 7, 1999 allowing investments in the State of California Local Agency Investment Fund (LAIF) and money market accounts.

El Dorado Transit investment policy requires quarterly investment reports to the Board of Directors.

DISCUSSION

Interest earnings for the fourth quarter from LAIF and Money Market accounts equal \$1,201.42. The Investment report for quarter ending 06/30/21 is submitted for review and file.

FISCAL IMPACT

Line item 4970.00 - Interest Income, has been adjusted in the FY 2020/21 Final Operating Budget as approved by Board action on September 2, 2021.

EL DORADO COUNTY TRANSIT AUTHORITY

QUARTERLY INVESTMENT REPORT

PERIOD 04/01/2021 – 06/30/2021

LOCAL AGENCY INVESTMENT FUND (L A I F)

Account Summary

03/31/2021	Balance Forward	\$ 1,278,904.69
	Total Transfers to General Checking Account	\$ -000,000.00
	Total Transfers from General Checking Account	\$ 000,000.00
	Interest Earned @ 0.33%	\$ <u>1,044.19</u>
06/30/2021	Ending Balance 2 nd Qtr., 2021	\$ 1,279,948.88

UMPQUA BANK (Money Market Account)

Account Summary

03/31/2021	Balance Forward	\$ 961,198.97
	Total Transfers to General Checking Account	\$ 000,000.00
	Total Transfer from General Checking Account	\$ 1,200,000.00
	Interest Earned @ 0.05%	\$ <u>157.23</u>
06/30/2021	Ending Balance 2 nd Qtr., 2021	\$ 1,161,356.20

The following information is provided on the total annual interest amounts earned during FY 2020/21 on operating and restricted capital funds. Capital interest is reported to the corresponding program and is used towards project specific expenses.

EL DORADO COUNTY TRANSIT AUTHORITY

ANNUAL INTEREST REPORT

PERIOD 07/01/2020 – 06/30/2021

UMPQUA BANK (Money Market Account)

Interest Earned FY 2020/21	\$ 791.68
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LOCAL AGENCY INVESTMENT FUND (L A I F)

Interest Earned FY 2020/21	\$ 7,507.68
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UMPQUA BANK (Operating Reserve Account)

Interest Earned FY 2020/21	\$ 86.20
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UMPQUA BANK (Merchant Services Account)

Interest Earned FY 2020/21	\$ 15.69
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UMPQUA BANK (Low Carbon Transit Operations Program (LCTOP))

Interest Earned FY 2020/21	\$ 114.01
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UMPQUA BANK (State of Good Repair (SGR))

Interest Earned FY 2020/21	\$ 71.09
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These funds are budgeted and used as operating income.

EL DORADO COUNTY TRANSIT AUTHORITY

ANNUAL INTEREST REPORT

RESTRICTED CAPITAL FUNDS

PERIOD 07/01/2020 – 06/30/2021

California Transit Security Grant Program – California Transit Assistance Funds (CTSGP-CTAF)

Interest Earned FY 2020/21	\$	5.66
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AGENDA ITEM 1E
Consent Item

MEMORANDUM

DATE: October 7, 2021

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Transportation Development Act Claim for Fiscal Year
2020/21 State of Good Repair Allocation

REQUESTED ACTION:
BY MOTION,

**Adopt Resolution No. 21-22 Authorizing the Executive Director to
Claim Transportation Development Act Claim for Fiscal Year
2020/21 State of Good Repair funds**

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) operates in part with funding from the Transportation Development Act (TDA) which includes the Local Transportation Fund (LTF) and State Transit Assistance (STA) and the recently enacted State of Good Repair (SGR) funds. The SGR funds are from a portion of the Transportation Improvement Fee created from State Bill (SB) 1, the Road Repair and Accountability Act of 2017.

DISCUSSION

El Dorado Transit has prepared a revised claim for \$266,380.45 for Fiscal Year (FY) 2020/21 Transportation Development Act State of Good Repair funds based on the actual allocation and interest earned as provided by the El Dorado County Transportation Commission (EDCTC). The complete SGR claim packet is available for review during regular business hours at the El Dorado Transit office – 6565 Commerce Way, Diamond Springs, CA.

FISCAL IMPACT

The requested \$266,380.45 in principal and interest will be adjusted to actual during the financial and compliance audit being held October 4th through the 8th, 2021.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 21-22**

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE EL DORADO COUNTY TRANSIT AUTHORITY
AUTHORIZING THE EXECUTIVE DIRECTOR TO SUBMIT A REVISED
CLAIM FOR TRANSPORTATION DEVELOPMENT ACT (TDA) STATE OF GOOD
REPAIR (SGR) FUNDS**

WHEREAS, the El Dorado County Transit Authority intends to use its TDA SGR funding to finance transit services for the Western Slope of El Dorado County;

NOW, THEREFORE, BE IT RESOLVED, that the Executive Director or the designated representative shall be authorized to file a claim for the TDA SGR per Sections 99313 and 99314 funding for transit services for fiscal year 2020/21 as follows:

Repair and Rehabilitation	\$266,380.45
Interest Earned	\$ 875.81

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board, held on the 7th day of October 2021 by the following vote of said Board:

AYES: NOES: ABSTAIN: ABSENT:

Kara Taylor, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

AGENDA ITEM 2A
Action Item

MEMORANDUM

DATE: October 7, 2021

TO: El Dorado County Transit Authority

FROM: Matthew Mauk, Executive Director

SUBJECT: Adoption of the Remote Public Meeting Provisions of Assembly Bill (AB) 361

REQUESTED ACTION:
BY MOTION,

Adoption of Resolution No. 21-23 regarding the Ralph M. Brown Act and the finding of risk to health and safety of in-person meetings because of the continuing COVID-19 pandemic State of Emergency declared by Governor Newsom

BACKGROUND

The Ralph M. Brown Act (“the Brown Act”) provides guidance and requirements for public agencies and local governments in California to hold and conduct business at open and public meetings. The Brown Act ensures the public is involved, informed, and active in the decisions and discussions of local, regional, and state governance. The El Dorado County Transit Authority (El Dorado Transit) Board of Director and advisory committee meetings are held to the standards within the Brown Act and are conducted consistent with the requirements therein.

In response to the COVID-19 pandemic, on March 12, 2020, the Governor issued Executive Order No. N-25-20 that waived certain requirements of the Brown Act including:

- the requirement that the notice of each meeting location be provided for those members of the legislative body (board or committee) participating in the meeting
- the requirement that each meeting location be accessible to members of the public
- the requirement that members of the public be able to address the legislative body (board and committee) at each meeting location
- the requirement that agencies post agendas at all meeting locations, and
- the requirement that at least a quorum of the legislative body (board and committee) participate from locations within the boundaries of the territory over which they exercise jurisdiction.

In accordance with these modifications to the Brown Act, El Dorado Transit has been holding meetings virtually over the Zoom meeting platform since the beginning of the pandemic. These modifications to the Brown Act expired on September 30, 2021.

DISCUSSION

To continue the allowance of the Brown Act modifications and to continue allowing virtual meetings to protect health and safety, Governor Newsom signed Assembly Bill (AB) 361 on September 16th. AB 361 extended these modifications through June of 2024, for any State or Local government agency which is under a declared State of Emergency. Assembly Bill 361 permits remote meetings but requires the following:

- agencies may not close public comment periods for written comments in advance of a meeting, but instead only close the comment period at the same time it is closed during a meeting
- that agencies must clearly advertise the means by which the public can observe the meeting and offer comments during the meeting via either a call or internet-based option
- the public must be given an opportunity to comment directly, and
- that in the event of a disruption in the broadcasting of the meeting the legislative body (board or committee) would take no further action until meeting access would be restored to the public.

The provisions of AB 361 regarding remote meetings can only be used in the event there is an active, Governor issued state of emergency under the California Emergency Services Act and a legislative body decides by resolution that there is a need to meet remotely. The Governor's state of emergency presently remains in effect. Staff and El Dorado Transit Legal Counsel recommend adoption of the attached Resolution No. 21-23, formally stating that in person meetings of the El Dorado Transit governing and advisory bodies subject to the Ralph M. Brown Act would present imminent risks to the health or safety of attendees, thus invoking the provisions of AB 361 allowing virtual public meetings.

AB 361 also requires legislative bodies to approve by resolution the decision to meet remotely every 30 days. As such, staff will present this resolution to the El Dorado Transit Board of Directors for consideration at upcoming scheduled monthly meetings while a state of emergency exists.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 21-23**

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE EL DORADO COUNTY TRANSIT AUTHORITY
REGARDING THE RALPH M. BROWN ACT AND THE FINDING OF IMMINENT RISK
TO HEALTH AND SAFETY OF IN-PERSON MEETINGS AS A RESULT OF THE
CONTINUING COVID-19 PANDEMIC STATE OF EMERGENCY DECLARED BY
GOVERNOR NEWSOM**

WHEREAS, On March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic which remains in effect; and

WHEREAS, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 that suspended the teleconferencing rules set forth in the California Open Meeting law, Government Code section 54950 et seq. (the “Brown Act”), provided certain requirements were met and followed; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-08-21 that clarified the suspension of the teleconferencing rules set forth in the Brown Act, and further provided that those provisions would remain suspended through September 30, 2021; and

WHEREAS, on September 16, 2021, Governor Newsom signed AB 361 that provides that a legislative body subject to the Brown Act may continue to meet without fully complying with the teleconferencing rules in the Brown Act provided the legislative body determines that meeting in person would present imminent risks to the health or safety of attendees, and further requires that certain findings be made by the legislative body every thirty (30) days; and

WHEREAS, California Department of Public Health (CDPH) and the federal Centers for Disease Control and Prevention (CDC) caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<http://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>); and

WHEREAS, El Dorado County currently has a Community Transmission metric of “high” which is the most serious of the tiers, reflecting the community’s current COVID-19 case rate and positivity percent; and

WHEREAS, EDCTA has an important governmental interest in protecting the health, safety, and welfare of those who participate in meetings of the El Dorado County Transit Authority’s governing and advisory bodies subject to the Brown Act; and

WHEREAS, in the interest of public health and safety, as affected by the emergency caused by the spread of COVID-19, the El Dorado County Transit Authority deems it necessary to find that

in person meetings of all governing and advisory bodies subject to the Ralph M. Brown Act would present imminent risks to the health or safety of attendees, and thus intends to invoke the provisions of AB 361 related to teleconferencing.

NOW THEREFORE, BE IT RESOLVED, by the El Dorado County Transit Authority Board of Directors as follows:

1. The El Dorado County Transit Authority finds that in person meetings of all the El Dorado County Transit Authority's governing and advisory bodies subject to the Ralph M. Brown Act would present imminent risks to the health or safety of attendees.
2. This finding applies to all the El Dorado County Transit Authority governing and advisory bodies subject to the Brown Act, including but not limited to, the El Dorado County Transit Authority Board of Directors, Transit Advisory Committee, and any other standing committees.
3. Staff is directed to return to the Board of Directors no later than thirty (30) days after the adoption of this resolution, or by the next regular meeting (whichever comes first), with an item for the Board of Directors to consider making the findings required by AB 361 in order to continue meeting under its provisions.
4. The El Dorado County Transit Authority Executive Director and Legal Counsel are directed to take such other necessary or appropriate actions to implement the intent and purposes of this resolution.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board, held on the 7th day of October 2021 by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

Kara Taylor, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

AGENDA ITEM 3A
Information Item

MEMORANDUM

DATE: October 7, 2021

TO: El Dorado County Transit Authority

FROM: Brian James, Planning and Marketing Manager

SUBJECT: Draft Zero Emission Bus Fleet Conversion Plan

REQUESTED ACTION:

BY MOTION,

No action. Information item.

BACKGROUND

On June 18, 2020, The El Dorado County Transportation Commission (EDCTC) received a Sustainable Transportation Planning Grant with an award of \$180,000 to fund the El Dorado County Transit Authority (El Dorado Transit) Zero Emission Bus Fleet Conversion Plan. EDCTC committed \$25,000 of Local Transportation Funds and El Dorado Transit committed \$20,000 of State Transit Assistance Funds as a match for the grant.

On November 5, 2020, the EDCTC Board authorized the Executive Director to enter into a professional services agreement between EDCTC and Stantec Consulting Services, Inc. (Stantec) to develop the plan for a not-to-exceed amount of \$195,000.

DISCUSSION

On November 23, 2020, the project kickoff meeting was held virtually with staff from El Dorado Transit, Caltrans, EDCTC, and the Stantec consulting team. The planning effort built on the work done in the Western El Dorado County 2019 Short- and Long-Range Transit Plan and the 2040 El Dorado County Regional Transportation Plan.

To facilitate public participation in the project, two virtual community workshops were held. The first included a short video providing background information on zero emission buses and the California Air Resources 2018 Innovation Clean Transit regulation that mandates that all California transit providers transition to a 100% zero emission bus fleet by 2040. The workshop also included an online questionnaire, which received 135 responses. The second virtual community workshop presented highlights of the draft plan to the public.

Two virtual Stakeholder Advisory Committee (SAC) meetings were held to work directly with interested stakeholders and partner agencies on development of the plan, and to review proposed Zero Emission Bus fleet recommendations, utility coordination, the results of route modeling and performance in El Dorado Transit's service area.

A Project Development Team (PDT) meeting was also held to ensure ongoing agency coordination during the planning effort. The PDT members included El Dorado Transit, Caltrans, California Highway Patrol, El Dorado County Air Quality Management, El Dorado County Community Development Agency, El Dorado County Department of Transportation, El Dorado County Office of Emergency Services, Pacific Gas & Electric, Sacramento Area Council of Governments, Sacramento Regional Transit, Sacramento Municipal Utility District, Tahoe Transportation District, and EDCTC.

Based on comments received during the community workshops, SAC meetings, and the PDT meeting, the Draft Zero Emission Bus Fleet Conversion Plan was prepared and subsequently released for agency and public comment on September 21, 2021 by the EDCTC. Comments will be accepted until 5:00 pm on Friday, October 15, 2021.

Stantec Project Manager David Verbich will provide an overview of the Draft Zero Emission Bus Fleet Conversion Plan. The Draft Zero Emission Bus Fleet Conversion Plan can be viewed at www.eldoradotransit.com/board-meeting/october-7-2021



Newsletter

October - December 2021

Volume 5 – Number 4



Free Rides for California Clean Air Day!

In celebration of California Clean Air Day, El Dorado Transit has teamed up with other Sacramento area transit agencies to offer free rides on Wednesday, October 6, 2021.

El Dorado Transit will offer free rides on the following services:

- Local Fixed Routes
- Sacramento Commuter Routes
- Dial-A-Ride
- ADA Paratransit

On Clean Air Day, help clear the air by trying an alternative form of transportation. Leave the car at home and try transit for free.

Please visit www.eldoradotransit.com/news to see all participating transit agencies

El Dorado Transit is Hiring!

El Dorado Transit is currently hiring for the following positions:

- Equipment Technician I/II
- Full-Time Custodian
- Transit Operator, Part Time
- Extra Help Dispatcher
- Extra Help Transit Operator

El Dorado Transit offers a hiring incentive bonus to eligible newly hired Regular and Extra-Help employees. New Hires may be awarded a new hire incentive bonus of up to \$1,000

Applications, job descriptions, and information can be found at <https://eldoradotransit.com/careers/> or in the main office located at 6565 Commerce Way in Diamond Springs.





Re-Connecting Our Community

El Dorado Transit is re-connecting our community by safely welcoming everyone back to transit when they are ready. As part of that safety, El Dorado Transit will continue to require that passengers and staff wear masks onboard transit vehicles and at the El Dorado Transit office to comply with the federal mask mandate for public transportation.

El Dorado Transit has been safely providing vital transportation during the COVID-19 pandemic for thousands of passengers. In addition, El Dorado Transit has offered services including free rides to get to and from scheduled COVID-19 vaccine appointments and free grocery deliveries.

As vaccines become more readily available and the economy reopens, the staff at El Dorado Transit is excited to reconnect our community.



Holiday Schedule

October – December Holiday Schedule

The Sacramento/ South Lake Tahoe Connecting bus will be the only operating service on the following Holidays:

Thursday, November 11th Veterans Day

Thursday, November 25th Thanksgiving

Friday, November 26th Day After Thanksgiving

Friday, December 24th Christmas Eve

Saturday, December 25th Christmas Day

Saturday, January 1st New Year's Day

Local Route Updates Beginning November 1st

El Dorado Transit Local route updates will begin on Monday, November 1, 2021. The following updates will be made:

- Routes 20 Placerville and 60 Pollock Pines/Camino have time changes to better reflect the actual departure times.
- The 25 Saturday Express will now service the bus stops along Forni Road and Fair Lane by request only.

PDF schedules and maps can be found online at www.eldoradotransit.com/news.



**Keep up with all the latest news
and information from
El Dorado Transit...**

[SIGN UP FOR RIDER ALERTS](#)



Routeshout 2.0