



EL DORADO TRANSIT

EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING AGENDA

Thursday, March 3, 2022; 1:00 PM

Chairperson: John Hidahl, County of El Dorado Supervisor, District I
Vice Chairperson: Jackie Neau, City of Placerville Councilmember
Lori Parlin, County of El Dorado Supervisor, District IV
Kara Taylor, 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=bTB0QjVBMjI0QnBOaU0xczFUbmlUQT09>

Participate by Phone:

1-669-900-6833

Meeting ID: 833-772-503

Passcode: 2022

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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>
	A. Approve Conformed Minutes of Regular Meeting February 3, 2022	4
	B. Receive and File January 2022 Check Registers	8
	C. Receive and File January 2022 Ridership Report	11
	D. Adopt Resolution No. 22-05 Authorizing Financial Transactions by Elected Officers and Executive Director	14
	E. Adopt Resolution No. 22-08 regarding the Remote Public Meeting Provisions of Assembly Bill 361	17
	F. Adopt Resolution No. 22-06 authorizing the El Dorado County Transit Authority and the Executive Director to execute all documents for the Caltrans Division of Rail and Mass Transportation Low Carbon Transit Operations Program, Fiscal Year 2021/22	21
	G. Adopt Resolution No. 22-07 Authorizing the Executive Director to file a Transportation Development Act Claim for Fiscal Year 2022/23	25
	H. Receive and File the Fiscal Year 2021/22 6-Month Administrative Operations Report	30
2.	<u>ACTION ITEMS</u>	
	A. Receive and File the proposed Fiscal Year 2022/23 Preliminary Operating Budget	47
	B. Receive and File the proposed Fiscal Year 2022/23 Preliminary Capital Budget	53

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

RECESS TO CLOSED SESSION

Closed Personnel Session Pursuant to Government Code Section 54957.6 – Concerning Labor Negotiations with the Transit Operator’s Bargaining Unit. The designated representatives for the El Dorado County Transit Authority are Executive Director Matthew Mauk and Legal Counsel Michael Tucker

RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

ADJOURNMENT

* Verbal Report

NEXT REGULARLY SCHEDULED BOARD MEETING
OF THE EL DORADO COUNTY TRANSIT AUTHORITY
Thursday, April 7, 2022 1:00 P.M.

Zoom Meeting Teleconference

<https://us02web.zoom.us/j/833772503?pwd=bTB0QjVBMjl0QnBOaU0xczFUbnlUQT09>

1-669-900-6833

Meeting ID: 833-772-503

Password: 2022



EL DORADO TRANSIT

EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING CONFORMED MINUTES Thursday, February 3, 2022; 1:00 PM

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

- Patty Borelli, Alternate for City Councilmembers
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Executive Director: Matthew Mauk

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Participate by Phone:

1-669-900-6833

Meeting ID: 833-772-503

Passcode: 2022

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Taylor called the meeting to order at 1:02 PM and the pledge of allegiance was recited.

ELECTION OF OFFICERS

A. Election of Chairperson and Vice-Chairperson for Calendar Year 2022

It was moved by Director Parlin and seconded by Director Neau to elect Director Hidahl as Chairperson. It was moved by Director Taylor and seconded by Director Hidahl to elect Director Neau as Vice-Chairperson.

Both elections were approved unanimously

B. Oath of Office

The Oath of Office was completed and signed by each of the following Board Members.

John Hidahl, Jackie Neau, Lori Parlin, Kara Taylor, George Turnboo

CEREMONIAL ITEMS

A. Newly elected Chairperson plaque presentation to outgoing Chairperson Kara Taylor

Director Hidahl presented outgoing Chairperson Taylor with a plaque

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.

M/S: Parlin/Turnboo

Ayes: Hidahl, Neau, Parlin, Taylor, Turnboo

OPEN FORUM

None

1. **CONSENT CALENDAR**

- A. Adopt Resolution No. 22-01 regarding the Remote Public Meeting Provisions of Assembly Bill 361
- B. Approve Conformed Minutes of Regular Meeting December 2, 2021
- C. Receive and File November and December 2021 Check Registers
- D. Receive and File November and December 2021 Ridership Report
- E. Receive and File Quarterly Investment Report for Quarter Ending 12/31/2021
- F. Adopt Resolutions 22-02, 22-03 and 22-04 to File and Execute Documents for Federal Transit Administration Funding Programs
- G. Approve Revised Blanket Purchase Orders above \$25,000 for Fiscal Year 2021/22
- H. Approve an increase to the New Hire Incentive Program from \$1000 to \$2000
- I. Approve funding Operating Reserve utilizing Advertising and Miscellaneous revenue accounts for fiscal year 2021/22
- J. Adopt Capital Improvement Plan Project 22-05 and Authorize the Executive Director to apply for the Fiscal Year 2020-21 Federal Transit Administration Section 5310 grants for replacement of the current demand response scheduling and dispatching software
- K. 1. Approve Purchase Order No. 27194 issued to A-Z Bus Sales in the amount of \$85,911 for the purchase of one (1) Ford Transit van.

2. Authorize the Executive Director to execute the purchase contract and related documents necessary to complete the Capital Improvement Plan Project #20-06 provided that the contract costs do not exceed the approved Capital Improvement Plan project budget.

2. **ACTION ITEMS**

- A. 1. Adopt Proposed Fiscal Year 2021/22 Mid-Year Operating Budget Adjustments
2. Approve line-item increase of \$190,833 to Contingency

Action: Board adopted Proposed Fiscal Year 2021/22 Mid-Year Operating Budget Adjustments and approved line-item increase to Contingency by the following vote

M/S: Parlin/Turnboo

Ayes: Hidahl, Neau, Parlin, Taylor, Turnboo

- B. Establish and appoint two (2) Board members to an ad hoc Committee to review data from the Compensation and Benefits Study as needed with consultant and staff

**Directors Kara Taylor and Lori Parlin were appointed to the ad hoc committee to review the Compensation and Benefits Study data.
No vote was taken.**

- C. Review and comment on draft Strategic Planning scope of work, and provide direction to staff regarding development of a Request for Proposals and project timeline

Board discussed possible future transit opportunities and provided direction to staff regarding the development of a Request for Proposals and project timeline.

3. INFORMATION ITEMS

- A. Newsletter

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

RECESS TO CLOSED SESSION

Closed Personnel Session Pursuant to Government Code Section 54957.6 – Concerning Labor Negotiations with the Transit Operator’s Bargaining Unit. The designated representatives for the El Dorado County Transit Authority are Executive Director Matthew Mauk and Legal Counsel Michael Tucker

Recessed to Closed Session at 1:53 PM

RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

Reconvened to Open Session at 2:12 PM. No report out.

ADJOURNMENT

Chair Hidahl adjourned the meeting at 2:14 PM. The next regularly scheduled meeting Thursday, March 3, 2022.

Respectfully Submitted,

**Megan Wilcher
Secretary to the Board**

* Verbal Report

AGENDA ITEM 1B
Consent Item

MEMORANDUM

DATE: March 3, 2022
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Receive and File January 2022 Check Register

REQUESTED ACTION:

BY MOTION,
Receive and File January 2022 Check Register

BACKGROUND

The following check register includes routine transactions for the month of January 2022. These expenditures fall within budgets adopted by the El Dorado County Transit Authority Board of Directors.

DISCUSSION

Two (2) items merit further detail:

Check #36258 – City National Bank.....\$65,415.53
This check pays an obligation for Payment #14 of the Capital Purchase of five (5) MCI
Commuter Coaches using Local Transportation Funds (LTF).

Check #36283 – Nationwide Mutual Insurance Co.....\$12,212.00
This check pays the obligation for the Commercial Property Insurance Package for 2022 using
Local Transportation Funds (LTF).

EL DORADO COUNTY TRANSIT AUTHORITY

Check Register

January 2022

Date	Num	Name	Memo	Amount
01/03/2022	EFTTRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	Health Premium - January 2022	40,799.93
01/06/2022	36247	ABSOLUTE GLASS INC	Remove & Replace Windshield #1805 & #1401	367.06
01/06/2022	36248	ADM SCREENING	Consortium Services November 2021	580.00
01/06/2022	36249	AMERICAN HERITAGE LIFE INSURANCE CO	Employee Paid Premiums - January 2022	29.10
01/06/2022	36250	ARNOLDS FOR AWARDS INC	EOM Engraving & Blank Plates	49.18
01/06/2022	36251	AT&T	Monthly Utilities	512.33
01/06/2022	36252	AT&T MOBILITY	Wireless Camera Service December 2021	187.32
01/06/2022	36253	AUTOZONE INC	Parts and Supplies	101.16
01/06/2022	36254	C & H MOTOR PARTS	Parts and Supplies	152.66
01/06/2022	36255	CAL SAFETY TRAINING CENTER	Automated External Defibrillator Units w/Training	2,990.00
01/06/2022	36256	CAL.NET	CCTV Camera Service January 2022	176.92
01/06/2022	36257	CAPITOL CLUTCH & BRAKE INC	Parts and Supplies	1,708.13
01/06/2022	36258	CITY NATIONAL BANK	Lease Agreement MCI Buses #14	65,415.53
01/06/2022	36259	CITY OF PLACERVILLE	Bus Shelter Maintenance	330.00
01/06/2022	36260	COMCAST	High-Speed Internet December 2021	244.69
01/06/2022	36261	D&K AUTO GLASS	Rt Windshield Install #1801	120.00
01/06/2022	36262	DAWSON OIL	Fuel Purchases December 2021	38,442.96
01/06/2022	36263	EL DORADO DISPOSAL SERVICE	Monthly Utilities	381.19
01/06/2022	36264	EL DORADO IRRIGATION DISTRICT	Monthly Utilities	259.70
01/06/2022	36265	EMP. MISC. REIMBURSEMENT	Mileage Reimbursement	30.36
01/06/2022	36266	FASTENAL	Parts and Supplies	703.86
01/06/2022	36267	FOLSOM CHEVROLET	Parts and Supplies	9.29
01/06/2022	36268	FOLSOM LAKE DODGE	Parts and Supplies	48.03
01/06/2022	36269	GCR TIRES & SERVICE	12R22.5/16 Tires #s 1703, 1705, 2004	12,748.96
01/06/2022	36270	GILLIG LLC	Parts and Supplies	2,671.30
01/06/2022	36271	GIRARD, EDWARDS, STEVENS & TUCKER LLP	General Legal Services December 2021	867.00
01/06/2022	36272	GLOBAL DATA VAULT LLC	Monthly Back Up Service December 2021	300.00
01/06/2022	36273	GWP HOLDINGS LLC	Parts and Supplies	2,918.97
01/06/2022	36274	HUNT & SONS INC	Fuel Purchases 12/01/21 - 12/31/21	527.59
01/06/2022	36275	IMAGE SOURCE	Monthly Copy Charges 12/22/21 - 01/21/22	417.54
01/06/2022	36276	J.C. NELSON SUPPLY CO	TP Dispensers for Maint.	130.63
01/06/2022	36277	JACKSON LEWIS P.C.	Claim CALTIP	124.00
01/06/2022	36278	JANI-KING OF CALIFORNIA INC - SACRAMENTO	Janitorial Services - January 2022	1,011.54
01/06/2022	36279	KINETICO WATER OF PLACERVILLE	Drinking Water Service January 2022	42.90
01/06/2022	36280	MAG LANDSCAPING INC	Landscaping Maintenance - December 2021	1,175.00
01/06/2022	36281	MISSION UNIFORM SERVICE	Uniforms, Towels, & Mats Service	446.57
01/06/2022	36282	MOTIVE ENERGY LLC	8D Batteries #1003	407.41
01/06/2022	36283	NATIONWIDE	Inland Marine, Commercial, Crime - 2022	12,212.00
01/06/2022	36284	O'REILLY AUTO PARTS	Parts and Supplies	379.51
01/06/2022	36285	PACIFIC GAS & ELECTRIC	Monthly Utilities	780.31
01/06/2022	36286	PACIFIC GAS & ELECTRIC	Monthly Utilities	3,365.15
01/06/2022	36287	PACIFIC GAS & ELECTRIC	Monthly Utilities	2,500.00
01/06/2022	36288	QUILL LLC	Misc. Office Supplies	198.58
01/06/2022	36289	NAPA AUTO PARTS	Parts and Supplies	106.65
01/06/2022	36290	ROBERTS & COMPANY INC	CPA Services December 2021	570.00
01/06/2022	36291	RON DUPRATT FORD	Parts and Supplies	412.18
01/06/2022	36292	RTS IT INC	ITCare Gold Service Plan January 2022	4,985.00
01/06/2022	36293	SAFETY-KLEEN SYSTEMS INC	Bulk Oil	3,371.76
01/06/2022	36294	EL DOB ENTERPRISES LLC	225/70R19.5/14 Tires #1601	996.02
01/06/2022	36295	SUN LIFE FINANCIAL	January 2022 Group Life & LTD Benefits	2,955.72
01/06/2022	36296	THE AFTERMARKET PARTS CO LLC	Parts and Supplies	1,899.08
01/06/2022	36297	TOWN CENTER EAST LP	Lease Payment for January 2022 P&R	700.00
01/06/2022	36298	TRUE VALUE HARDWARE	Parts and Supplies	370.27
01/06/2022	36299	UNIVERSAL SECURITY & FIRE INC	Burglar Alarm Monitoring 01/01/22 - 03/31/22	135.00
01/06/2022	36300	UPS	Freight Charges	65.33
01/06/2022	36301	VAN DE POL ENTERPRISES INC	Tote DEF & ATF Drum	1,193.42
01/06/2022	36302	VERIZON WIRELESS	Cellular Service December 2021	1,871.09
01/06/2022	36303	XEROX FINANCIAL SERVICES	Lease Payment on Copiers	509.44
01/07/2022	EFTTRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE JAN. 7, 2022	5,443.73
01/07/2022	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #1 CLASSIC	8,895.92
01/07/2022	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #1 PEPRA	8,047.00
01/19/2022	36306	ADM SCREENING	Consortium Services December 2021	485.00
01/19/2022	36307	AFLAC	Employee Premiums - January 2022	908.36
01/19/2022	36308	AT&T	Monthly Utilities	445.25
01/19/2022	36309	CALIFORNIA DEPT OF TAX & FEE ADMIN	QTR 04, 2021 Diesel Fuel Exempt Return	299.00
01/19/2022	36310	DIAMOND SPRINGS PRINTING & GRAPHICS	"Free Ride" Card Printing, Qty 5000	171.60

EL DORADO COUNTY TRANSIT AUTHORITY

Check Register

January 2022

Date	Num	Name	Memo	Amount
01/19/2022	36311	EL DORADO IRRIGATION DISTRICT	Monthly Utilities	1,304.59
01/19/2022	36312	EMP. MISC. REIMBURSEMENT	Bike Locker Key Deposit Return	20.00
01/19/2022	36313	EMP. MISC. REIMBURSEMENT	DMV License Renewal	51.15
01/19/2022	36314	FEILD AND ASSOCIATES	General Planning - Admin	1,575.00
01/19/2022	36315	HANGTOWN FIRE CONTROL INC	Annual Fire Sprinkler Test	250.00
01/19/2022	36316	JAY A RESENDEZ	Legal Services Investigation	3,075.00
01/19/2022	36317	LSC TRANSPORTATION CONSULTANTS INC	Professional Services for 12/21	1,650.00
01/19/2022	36318	MOTIVE ENERGY LLC	8D Batteries #1803	407.41
01/19/2022	36319	OPERATING ENGINEERS LOCAL UNION #3	Union Dues January 2022	1,350.00
01/19/2022	36320	PACIFIC MATERIAL HANDLING INC	Forklift PM Service	132.97
01/19/2022	36321	QUILL LLC	Misc. Office Supplies	361.48
01/19/2022	36322	SMALL BUSINESS BENEFIT PLAN TRUST	Dental & Vision Premiums February 2022	3,748.80
01/19/2022	36323	UMPQUA BANK	Visa - Reconciled Charges	695.28
01/21/2022	EFTTRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE JAN. 21, 2022	4,396.49
01/21/2022	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #2 CLASSIC	9,040.16
01/21/2022	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #2 PEPRA	7,922.81
01/25/2022	36324	ARNOLDS FOR AWARDS INC	EOM Plate Engraving February 2022	17.00
01/25/2022	36325	CAL SAFETY TRAINING CENTER	CPR, AED, & First Aid Training	1,540.00
01/25/2022	36326	CAL.NET	CCTV Camera Service February 2022	176.92
01/25/2022	36327	EMP. MISC. REIMBURSEMENT	Work Pants Reimbursement	49.29
01/25/2022	36328	FRANCOTYP POSTALIA INC.	Postbase Meter Rental 01/13/22 - 04/12/22	93.15
01/25/2022	36329	GLOBAL DATA VAULT LLC	Monthly Recovery Back Up Service January 2022	300.00
01/25/2022	36330	MOUNTAIN DEMOCRAT INC	2-Year Newspaper Subscription 02/14/22 - 02/14/24	205.92
01/25/2022	36331	OPERATING ENGINEERS PUBLIC & MISC	Represented Medical February 2022	43,042.00
01/25/2022	36332	OPERATING ENGINEERS PUBLIC & MISC	Represented Medical March 2022	41,256.00
				<u>364,362.60</u>
Total				<u>364,362.60</u>

AGENDA ITEM 1C
Consent Item

MEMORANDUM

DATE: March 3, 2022

TO: El Dorado County Transit Authority

FROM: Brian James, Planning and Marketing Manager

SUBJECT: January 2022 Ridership Report

REQUESTED ACTION:

BY MOTION,

Receive and file the January 2022 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 ridership deficits compared to pre-pandemic levels, but ridership has leveled out or started to increase on some services. Systemwide passenger trips in January were up 39.0% compared to the previous year.

The County's Adult Day Services 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 30.1% in January compared to the previous year. ADA Paratransit demand jumped 68.3% in January.

Local Fixed Route ridership was up 18.6% in January, and Sacramento Commuter service ridership increased by 199.8% in January. The new Sacramento/Tahoe Connector route carried 710 passengers.

The January 2022 ridership report summary is attached, comparing the current fiscal year to the previous fiscal year.

January 2022 Ridership Report

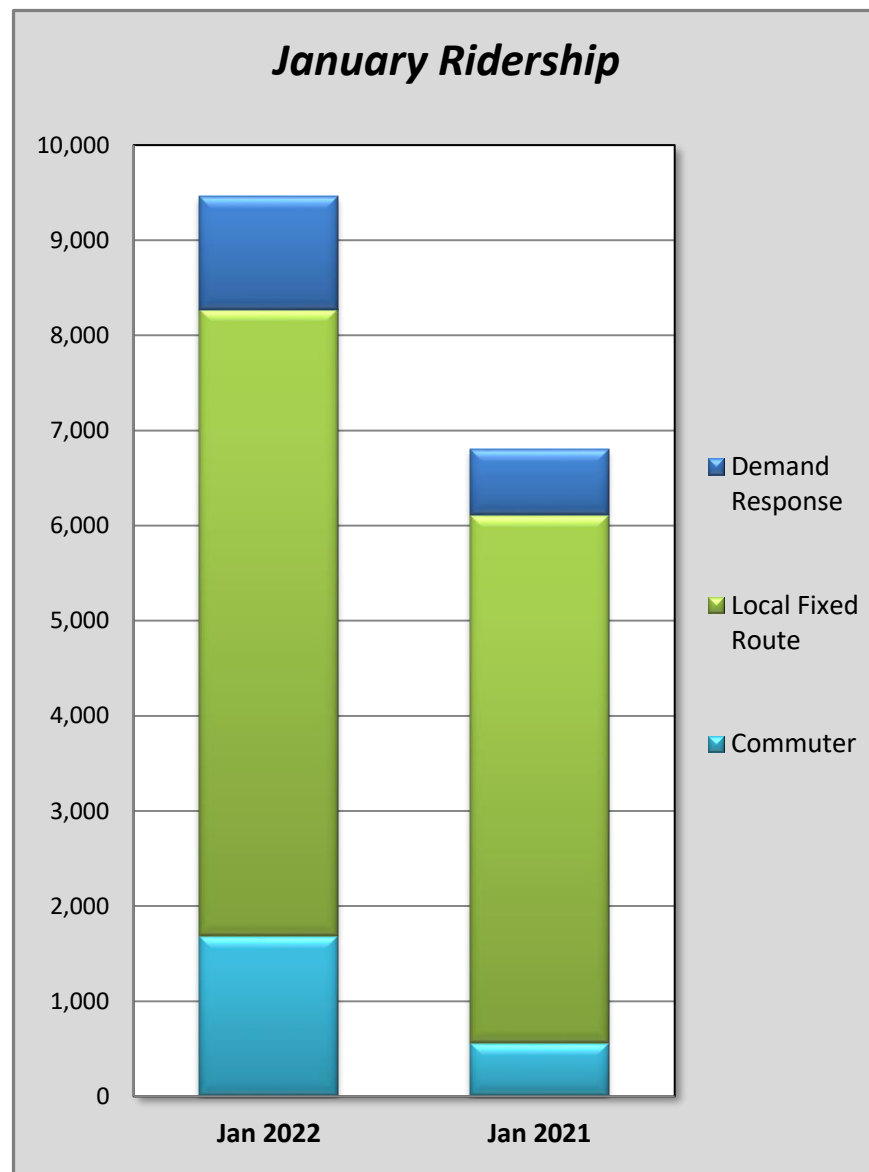


Demand Response	Jan 2022	Jan 2021	% Change
Dial-a-Ride	549	422	30.1%
Sac-Med	36	22	63.6%
ADA Paratransit	207	123	68.3%
M.O.R.E.*	397	124	220.2%
Senior Day Care*	0	0	0.0%
Total Demand Response	1,189	691	72.1%

Local Fixed Route	Jan 2022	Jan 2021	% Change
20 - Placerville	974	698	39.5%
25 - Saturday Express	243	318	-23.6%
30 - Diamond Springs	698	525	33.0%
35 - Diamond Springs Saturday	51	83	-38.6%
40 - Cameron Park	829	743	11.6%
50x - 50 Express	2,513	2,241	12.1%
60 - Pollock Pines	1,277	945	35.1%
Total Local Fixed Route	6,585	5,553	18.6%

Commuter	Jan 2022	Jan 2021	% Change
Sacramento Commuter	947	553	71.2%
Reverse Commuter	28	9	211.1%
Sacramento/Tahoe Connector	710	0	100.0%
Total Commuter	1,685	562	199.8%

	Jan 2022	Jan 2021	% Change
Systemwide	9,459	6,806	39.0%
Passengers per Revenue Hour	3.6	3.0	18.3%



*Contracted Services - Ridership Determined by Client Enrollment

Fiscal Year-to-Date Ridership Report

July 2021 - December 2021

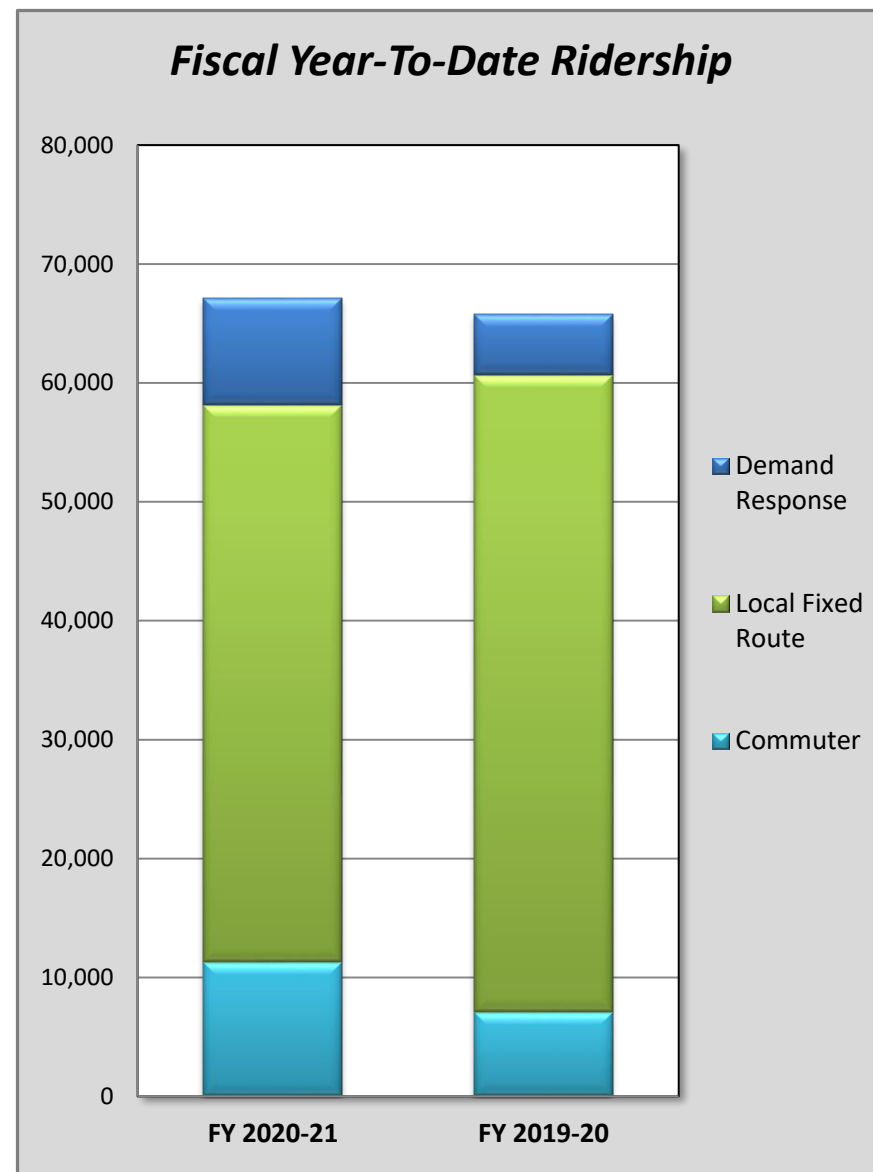


Demand Response	FY 2020-21	FY 2019-20	% Change
Dial-a-Ride	3,964	3,376	17.4%
Sac-Med	220	126	74.6%
ADA Paratransit	1,555	954	63.0%
M.O.R.E.*	3,294	696	373.3%
Senior Day Care*	0	0	0.0%
Total Demand Response	9,033	5,152	75.3%

Local Fixed Route	FY 2020-21	FY 2019-20	% Change
20 - Placerville	6,893	7,573	-9.0%
25 - Saturday Express	1,875	2,052	-8.6%
30 - Diamond Springs	5,158	5,776	-10.7%
35 - Diamond Springs Saturday	547	599	-8.7%
40 - Cameron Park	5,760	6,250	-7.8%
50x - 50 Express	19,126	21,234	-9.9%
60 - Pollock Pines	7,493	10,096	-25.8%
Total Local Fixed Route	46,852	53,580	-12.6%

Commuter	FY 2020-21	FY 2019-20	% Change
Sacramento Commuter	7,797	6,997	11.4%
Reverse Commuter	96	51	88.2%
Sacramento/Tahoe Connector	3,371	0	100.0%
Total Commuter	11,264	7,048	59.8%

	FY 2020-21	FY 2019-20	% Change
Systemwide	67,149	65,780	2.1%
Passengers per Revenue Hour	3.4	3.5	-4.8%



*Contracted Services - Ridership Determined by Client Enrollment

AGENDA ITEM 1D
Consent Item

MEMORANDUM

DATE: March 3, 2022

TO: El Dorado County Transit Authority

FROM: Megan Wilcher, Secretary to the Board/Administrative Coordinator

SUBJECT: Authorizing Financial Transactions by Elected Officers and Executive Director

REQUESTED ACTION:

BY MOTION,

**Adopt Resolution No. 22-05 Authorizing Financial Transactions by
Elected Officers and Executive Director**

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) banks with Umpqua Bank and Bank of America. The recent election of Board officers for 2022 requires a new authorization for signature approval on accounts at these financial institutions.

DISCUSSION

Resolution No. 22-05 authorizes El Dorado Transit Chairperson John Hidahl; Vice-Chairperson Jackie Neau, and Executive Director Matthew Mauk to perform financial transactions required to complete normal banking business.

FISCAL IMPACT

None.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 22-05**

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE EL DORADO COUNTY TRANSIT AUTHORITY
REGARDING FINANCIAL TRANSACTIONS**

A. I, Megan Wilcher, certify that I am the Secretary to the Board for the above named organization (referred to as the “association”) organized under the laws of the State of California, Federal Employer I.D. Number 68-0316621, and that the following is a correct copy of resolution adopted at a meeting of the association duly and properly called and held on this 3rd day of March 2022. This resolution appears in the minutes of this meeting and has not been rescinded or modified.

B. BE IT HEREBY RESOLVED AND ORDERED THAT,

- 1.** The Financial Institution Umpqua Bank is designated as a depository for the funds of this association.
- 2.** This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by this Financial Institution.
- 3.** All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowing by or on behalf of this association with this Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed.
- 4.** Any of the persons named below, so long as they act in a representative capacity as agents of this association, are authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated below, from time to time with this Financial Institution, concerning funds deposited in this Financial Institution, moneys borrowed from this Financial Institution or any other business transacted by and between this association and this Financial Institution subject to any restrictions stated below.
- 5.** Any and all prior resolutions adopted by this association and certified to this Financial Institution as governing the operation of this association’s account(s), are in full force and effect, unless supplemented or modified by this authorization.
- 6.** This association agrees to the terms and conditions of any account agreement, properly opened by an authorized representative(s) of this association, and authorizes the Financial Institution named above, at any time, to charge this association for all checks, drafts, or other orders, for the payment of money, that are drawn on this Financial Institution, regardless of by whom or by what means the facsimile signature(s) may have been affixed so long as they resemble the facsimile signature specimens in Section C. (or the facsimile signature specimens that this association files with this Financial Institution from time to time) and contain the required number of signatures for this purpose.
- 7.** Any checks or drafts shall have two (2) signatures for amounts over \$5,000.00.

C. If indicated, any person listed below (subject to any expressed restrictions) is authorized to:

- (A) John Hidahl - Chairperson
- (B) Jackie Neau - Vice-Chairperson
- (C) Matthew Mauk - Executive Director

Please see signature approval below.

- | | | |
|-----------------------|-----|--|
| A,B,C | (1) | Exercise all of the powers listed in (2) through (6). |
| C | (2) | Open any deposit or checking account(s) in the name of this association. |
| A,B,C | (3) | Endorse checks and orders for the payment of money and withdraw funds on deposit with this Financial Institution. |
| A,B,C | (4) | Borrow money on behalf and in the name of this association, sign, execute and deliver promissory notes or other evidence of indebtedness. |
| A,B,C | (5) | Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts or bills of lading. |
| Requires Board Action | (6) | Endorse, assign, transfer stocks, bonds, real estate or other property now owned or hereafter owned or acquired by this association as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment. |
| A,B,C | (7) | Enter into written lease for the purpose of renting and maintaining a Safe Deposit Box in this Financial Institution. |
| A,B,C | (8) | Deposit and withdrawal of monies in the Local Agency Investment Fund (LAIF) in the State Treasury in accordance with Section 16429.1 of Government Code. |

D. I further certify that this association has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the foregoing resolutions and to confer the powers granted to the persons named who have full power and lawful authority to exercise the same.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board, held on the 3rd Day of March 2022, by the following vote of said Board:

AYES: **NOES:** **ABSTAIN:** **ABSENT:**

John Hidahl, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

AGENDA ITEM 1E
Consent Item

MEMORANDUM

DATE: March 3, 2022

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. 22-08 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. AB 361 also requires legislative bodies to approve by resolution the decision to meet remotely every 30 days.

Given that the Governor's state of emergency presently remains in effect, staff and El Dorado Transit Legal Counsel recommend adoption of the attached Resolution No. 22-08, 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 and allowing virtual public meetings. Unless directed otherwise, staff plans to continue to present an updated version of this resolution to the El Dorado Transit Board of Directors for consideration at each upcoming scheduled monthly meeting while a state of emergency exists.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 22-08**

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE EL DORADO COUNTY TRANSIT AUTHORITY
REGARDING THE RALPH M. BROWN ACT AND PROVISIONS PROVIDED UNDER AB
361 TO CONTINUE MEETING VIRTUALLY DURING THE ONGOING 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 permits a legislative body subject to the Brown Act to continue to meet under abbreviated teleconference procedures; and

WHEREAS, on September 30, 2021 the El Dorado County Public Health Officer released “Recommendations for Safe Board and Commission Meetings During COVID-19 Pandemic” recommending offering a remote option for public meeting attendance to the extent possible and physical distancing, among other recommendations; and

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

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

1. The Board has reconsidered the state of emergency proclaimed by the Governor of California in response to the COVID-19 pandemic.
2. State and local public health officials continue to recommend measures to promote social distancing.
3. 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.

4. 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 for the Board of Directors to consider making the findings required by AB 361 in order to continue meeting under its provisions.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board, held on the 3rd day of March 2022 by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

John Hidahl, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

AGENDA ITEM 1F
Consent Item

MEMORANDUM

DATE: March 3, 2022

TO: El Dorado County Transit Authority

FROM: Brian James, Planning and Marketing Manager

SUBJECT: Caltrans Division of Rail and Mass Transportation Low Carbon Transit Operations Program (LCTOP) Grant

REQUESTED ACTION:

BY MOTION,

Adopt Resolution No. 22-06 authorizing the El Dorado County Transit Authority and the Executive Director to execute all documents for the Caltrans Division of Rail and Mass Transportation Low Carbon Transit Operations Program (LCTOP), Fiscal Year 2021/22

BACKGROUND

The Low Carbon Transit Operations Program (LCTOP) is administered by the Caltrans Division of Rail and Mass Transportation as a component of the Transit, Affordable Housing and Sustainable Communities Program established by the California Legislature in 2014 under Senate Bill 862. The purpose of this program is to provide operating and capital assistance to transit operators to reduce greenhouse gas emissions and improve mobility, with a focus on environmentally disadvantaged communities. LCTOP funding is allocated to eligible project sponsors under the Public Utilities Commission (PUC) 99313, and 99314 funding formula for projects that meet certain emissions reduction specifications.

DISCUSSION

With approval, El Dorado Transit staff anticipates applying for the full Fiscal Year (FY) 2021/22 allocation of \$453,215 in LCTOP funds to potentially deliver two (2) projects meeting program requirements. Building on the recommendations in the adopted Western El Dorado County 2019 Short- and Long- Range Transit Plan, staff proposes to apply LCTOP funding to a reduced and/or free fare program, and to fund future purchases of zero emission vehicles.

FISCAL IMPACT

The Fiscal Year (FY) 2021/22 LCTOP allocation represents a total of \$453,215 in grant revenue. \$75,000 will supplement discounted monthly pass fares and/or free fares, and \$378,215 will be capital funds to apply toward the future purchase of zero emission vehicles and charging infrastructure.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 22-06**

AUTHORIZATION FOR THE EXECUTION OF THE
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)
FOR THE FOLLOWING PROJECTS:
REDUCED AND/OR FREE FARES AND ZERO EMISSION VEHICLES
\$453,215 IN LOW CARBON TRANSIT OPERATIONS PROGRAM FUNDS

WHEREAS, the El Dorado County Transit Authority (El Dorado Transit) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the California Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, El Dorado Transit wishes to delegate authorization to execute these documents and any amendments thereto to Matthew Mauk, Executive Director.

WHEREAS, El Dorado Transit wishes to implement the following LCTOP projects listed above,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of El Dorado Transit that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW, THEREFORE, BE IT FURTHER RESOLVED that Matthew Mauk, Executive Director be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of El Dorado Transit that it hereby authorizes the submittal of the following project nominations and allocation requests to the Department in FY 2021-22 LCTOP funds:

Project Names: Reduced and/or Free Fares and Zero Emission Vehicles

Amount of LCTOP Funds Requested: \$453,215

Description of Project: Reduced and/or free fares, and the purchase of Zero Emission Vehicles with required charging equipment.

Contributing Sponsors: No contributing sponsors

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board, held on this 3rd day of March, 2022, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

John Hidahl, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

AGENDA ITEM 1G
Consent Item

MEMORANDUM

DATE: March 3, 2022

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Transportation Development Act Claim for Fiscal Year
2022/2023

REQUESTED ACTION:
BY MOTION,

**Adopt Resolution No. 22-07 Authorizing the Executive Director to file
a Transportation Development Act (TDA) Claim for Fiscal Year
2022/23**

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) operates with funding support from Federal, State, and local sources. The primary State funding source is derived from the Transportation Development Act (TDA) which includes the Local Transportation Fund (LTF) and State Transit Assistance (STA) programs.

The TDA statute establishes the Local Transportation Fund (LTF) by designating that ¼ cent of the state sales tax revenue collected within each region be used primarily for public transportation. TDA statute establishes STA from a statewide excise tax on gasoline and diesel fuel.

As a recipient of TDA, El Dorado Transit files annual claims for these funds with the El Dorado County Transportation Commission (EDCTC). Annual fiscal and compliance audits of TDA recipients include a compliance report to verify that allocations are made according to the California Code of Regulations.

DISCUSSION

The LTF claim amount is based on the February 15, 2022, Memorandum from the EDCTC listing the preliminary apportionment available for Public Transportation – Transit – Article 4 as \$6,030,361.97 (see attachment).

The STA claim amount is based on the January 31, 2022, State Controller's Office STA Fund Allocation Estimate for Fiscal Year 2022/23.

Elsewhere on this agenda, staff is requesting the Board adopt the Preliminary Operating Budget for FY 2022/23. The requested \$6,060,361.97 in LTF funds represent approximately Seventy-two percent (72%) of the projected FY 2022/23 Operating Budget revenue. The FY 2022/23 claim will support maintaining the current level of service with some restoration of services toward pre-pandemic levels over the course of the fiscal period.

The complete TDA claim packet is available for review during regular business hours at the El Dorado Transit office – 6565 Commerce Way, Diamond Springs, CA.

FISCAL IMPACT

		Proposed <u>Budget</u>
4000.00	Transportation Development Act (TDA/LFT)	\$6,030,361.97
4270.00	State Transit Assistance (STA)	\$1,732,142.00

<p style="text-align: center;">TDA – 1 TRANSPORTATION DEVELOPMENT ACT CLAIM</p>

To: El Dorado County Transportation Commission
2828 Easy Street, Suite 1
Placerville, California 95667-3907
Attn: Administrative Services Officer

From: Claimant: El Dorado County Transit Authority

Address: 6565 Commerce Way

Diamond Springs, CA 95619-9454

Contact: Julie Petersen, Finance Manager

Phone: (530) 642-5383 extension 206

The above claimant hereby requests, in accordance with authority granted under the Transportation Development Act and applicable rules and regulations adopted by the El Dorado County Transportation Commission, that its request for funding be approved as follows:

Local Transportation Fund/State Transit Assistance Fund:

LTF or STA	Amount	Fiscal Year
LTF	\$ 6,030,361.97	2022/23
STA	\$ 1,732,142.00	2022/23

Submitted by: Matthew C. Mauk

Title: Executive Director

Date: March 3, 2022

EDCTC Date of Approval: _____

EDCTC Resolution #: _____

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 22-07**

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

WHEREAS, the El Dorado County Transit Authority intends to use its TDA Article 4 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 Article 4 funding for transit services for fiscal year 2022/23 as follows:

Article 4	Operating Expenses	\$6,030,361.97
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BE IT FURTHER RESOLVED, that the Executive Director or the designated representative shall be authorized to file a claim for the STA Article 6.5, Section 99314.6 (c) projects as follows:

Total 2022/2023 Claim	\$1,732,142.00
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PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board, held on the 3rd day of March, 2022 by the following vote of said Board:

AYES:	NOES:	ABSTAIN:	ABSENT:
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John Hidahl, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board



2828 Easy Street Suite 1, Placerville, CA 95667 530.642.5260 www.edctc.org

February 15, 2022

Matthew Mauk
Executive Director
El Dorado County Transit Authority
6565 Commerce Way
Diamond Springs, CA 95619

Dear Mr. Mauk,

According to the Transportation Development Act (TDA) Statutes and California Code of Regulations, Section 99230 and 6644, the El Dorado County Transportation Commission (EDCTC) as the Regional Transportation Planning Agency for the west slope of El Dorado County advises the TDA Local Transportation Fund (LTF) claimants of the anticipated apportionments within the county by March 1st of each year.

Below is the Preliminary Apportionment and Allocation based on the 2022/2023 TDA LTF estimates from the El Dorado County Auditor-Controller.

Preliminary FY 2022/2023 Apportionments		
Claimant	Purpose	Amount
El Dorado County Auditor	TDA Administration	\$ 10,000.00
El Dorado County Transportation Commission	TDA Administration	\$ 269,420.43
El Dorado County Transportation Commission	Planning & Programming	\$ 210,579.57
SACOG (EDCTC Contribution)	Planning & Programming	\$ 128,170.65
City of Placerville or El Dorado County	Pedestrian & Bicycle Facilities – Article 3	\$ 130,786.38
El Dorado County Transit Authority	Public Transportation - Transit - Article 4	\$ 6,030,361.97
EDCTA Contingency	Increase Transit Contingency	\$250,000.00
City of Placerville	Other Transportation – Article 8	\$ 0.00
El Dorado County	Other Transportation – Article 8	\$ 0.00

The Final TDA LTF Apportionment and Allocation will be presented to the Commission in May 2022.

If you have any questions regarding these estimates, please contact me at (530) 642-5264 or kthompson@edctc.org.

Sincerely,

A handwritten signature in blue ink that reads 'Karen Thompson'.

Karen Thompson
Administrative Services Officer

AGENDA ITEM 1H
Consent Item

MEMORANDUM

DATE: March 3, 2022

TO: El Dorado County Transit Authority

FROM: Brian James, Planning and Marketing Manager

SUBJECT: Fiscal Year 2021/22 6-Month Administrative Operations Report

REQUESTED ACTION:

BY MOTION,

Receive and File the Fiscal Year 2021/22 6-Month Administrative
Operations Report

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) provides public transportation under authority of a Joint Powers Agreement (JPA) with the County of El Dorado and the City of Placerville.

As a recipient of Transportation Development Act (TDA) funds, El Dorado Transit is required to report performance measures as defined in the Public Utilities Code Chapter 4, Article 1, Section 99247. The Administrative Operations Report includes required statistical analysis and other Board approved performance measures on a route, mode and system wide basis.

El Dorado Transit management provides performance measure reporting by service and mode (type of service) which is above and beyond the mandated reporting format. This reporting format provides the public, policy makers and management a detailed comparison by individual service. For comparison purposes, the Administrative Operations Report also includes data from the prior fiscal year.

DISCUSSION

The Fiscal Year 2021/22 6-Month Administrative Operations Report (Administrative Operations Report) provides an overview of El Dorado Transit operations for the reporting period July 1, 2021 through December 31, 2021.

As noted in the Administrative Operations Report, El Dorado Transit provides three (3) distinct types of public transportation: Demand Response, Motor Bus (Local Fixed Routes) and Commuter Bus (Commuter Services). The purpose of each service varies, therefore, goals and objectives for performance are considered separately.

The report provides operational statistics, revenues, expenses and performance measures by route, mode, and system. To effectively review performance, it is necessary to separate the three (3) modes and compare services within each mode.

It should be noted that continuing pandemic related factors, and service interruptions from both the Caldor Fire and severe winter weather events, all had an impact on transit ridership during the reporting period. As a result, overall ridership and fare revenue numbers were far below normal for the reporting period.

The following sections discuss the general performance of the various service modes during the July 2021 to December 2021 reporting period.

- Demand Response services ridership increased by 3,366 one-way passenger trips or 75.2% during the period. The goal for on-time performance for Demand Response services is 90%, and El Dorado Transit achieved 97.5%.
- Motor Bus (Local Fixed Route) ridership decreased by 7,760 one-way passenger trips or 16.2% during the period. The goal for on-time performance for Motor Bus services is 85%, and El Dorado Transit achieved 87.5%.
- Commuter Bus (Commuter Services) ridership increased by 3,093 one-way passenger trips or 47.7% during the period. The goal for on-time performance for Commuter Bus services is 90%, and El Dorado Transit achieved 93.9%.
- System wide ridership decreased by 1,301 one-way passenger trips or 2.2%. Systemwide passenger trips per revenue hour decreased from 3.6 to 3.3 or 8.3%.

Additional performance measures discussed in the report include fares, operating expenses, and monthly ridership trends.

FISCAL IMPACT

None



EL DORADO TRANSIT



Fiscal Year 2021/22

6-Month Administrative Operations Report

March 3, 2022

Prepared by: El Dorado County Transit Authority
6565 Commerce Way
Diamond Springs, CA 95619
(530) 642-5383
www.eldoradotransit.com

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Fiscal Year 2021/22

6-Month Administrative Operations Report

El Dorado County Transit Authority

2022 Board of Directors

Chair:	John Hidahl, El Dorado County Board of Supervisors, District 1
Vice Chair:	Jackie Neau, Placerville City Council
Directors:	George Turnboo, El Dorado County Board of Supervisors, District 2
	Kara Taylor, Placerville City Council
	Lori Parlin, El Dorado County Board of Supervisors, District 4
Alternate Directors:	Patty Borelli, Placerville City Council
	Wendy Thomas, El Dorado County Board of Supervisors, District 3
Executive Director:	Matthew Mauk, El Dorado County Transit Authority

Mission Statement *To provide safe, reliable, courteous, attractive, effective, and comfortable public transit, coordinate transit services, reduce vehicle miles traveled on the Western Slope of El Dorado County and actively support reducing emissions to improve air quality.*

Introduction

The El Dorado County Transit Authority (El Dorado Transit) provides public transportation on the western slope of El Dorado County under authority of a Joint Powers Agreement (JPA) with the County of El Dorado and the City of Placerville.

The El Dorado Transit Fiscal Year 2021/22 6-Month Administrative Operations Report is prepared to apprise the board and public on transit operations over the first six months of fiscal year (FY) 2021/22 (July 1, 2021 to December 31, 2021). In addition, this report presents a comparison of performance measures for the prior fiscal year.

Due to the COVID-19 virus and physical distancing regulations, Older Adult Day Services closed on March 13, 2020 and the Mother Lode Rehabilitation Enterprises (M.O.R.E.) facility closed on March 16, 2020. Commuter services were decreased to four (4) buses in the morning and afternoon on March 23, 2020. M.O.R.E. has partially reopened, but other closures and reductions are still in effect.

Service Description

Public transportation services provided by El Dorado Transit include Demand Response, Motor Bus (Local Fixed Routes), Commuter Bus (Commuter Routes) and Special Event Services which include annual services funded through local air quality management grants for vehicle emissions reduction.

Demand Response

Demand Response services include Dial-A-Ride and subscription Dial-A-Ride, Americans with Disabilities Act (ADA) Paratransit, SAC-MED, Mother Lode Rehabilitation Enterprises (M.O.R.E.) and the Older Adult Day Services program transportation.

Dial-A-Ride is a reservation service that operates seven (7) days a week providing curb-to-curb transportation for seniors and persons with disabilities. El Dorado Transit provided 3,415 one-way passenger trips during the reporting period.

ADA Paratransit service is a reservation-based service providing origin to destination transportation to eligible persons with disabilities. ADA Paratransit service is provided the same days and hours as the local fixed route bus services, within $\frac{3}{4}$ mile of the route service area. El Dorado Transit provided 1,348 one-way passenger trips during the reporting period.

SAC-MED is a non-emergency medical transportation service for the public traveling to medical appointments in Sacramento and Placer Counties. The service operates on Tuesday and Thursday each week. El Dorado Transit provided 184 one-way passenger trips during the reporting period.

M.O.R.E. client transportation is a contracted service. ALTA California Regional Center (ALTA) provides funding for the M.O.R.E client transportation through an agreement with El Dorado Transit. Clients are transported from home or an agreed pickup location to the M.O.R.E. program facility in Placerville, as well as to workplace sites. El Dorado Transit provided 2,897 one-way passenger trips during the reporting period.

Older Adult Day Services program clients are transported from home to the facilities in Placerville and El Dorado Hills on an individual subscription basis, Monday through Friday. The program has been closed due to COVID-19 restrictions, and no trips were provided for the service.

The following table provides a year-to-year comparison of demand response services, noting a substantial increase in trips, hours, and miles due to the return of some services for M.O.R.E. and increased demand for ADA Paratransit and Dial-a-Ride services.

DEMAND RESPONSE COMPARISON				
Reporting Period: July 1, 2021 – December 31, 2021				
	FY 2021/22 (current)	FY 2020/21 (prior)	Difference	Percentage +/-
TRIPS	7,844	4,478	+3,366	+75.2%
HOURS	4,024	3,079	+945	+30.7%
MILES	76,672	62,875	+13,797	+22.0%

Motor Bus (Local Fixed Routes)

El Dorado Transit provides connecting bus service within the communities of Pollock Pines, Camino, Placerville, Diamond Springs, El Dorado, Shingle Springs, and Cameron Park with connections to El Dorado Hills and Folsom. The Caldor fire had a direct impact on services in the Pollock Pines and Camino area and caused staffing reductions. In addition, free fares were offered in July 2020 which increased ridership. The following table provides a year-to-year comparison of Motor Bus services, noting a decrease in trips, hours, and miles.

MOTOR BUS COMPARISON				
Reporting Period: July 1, 2021 – December 31, 2021				
	FY 2021/22 (current)	FY 2020/21 (prior)	Difference	Percentage +/-
TRIPS	40,267	48,027	-7,760	-16.2%
HOURS	11,066	11,492	-426	-3.7%
MILES	209,086	217,067	-7,981	-3.7%

Commuter Bus

Commuter Bus services provide transportation between El Dorado County and downtown Sacramento during peak commute times, Monday through Friday. Four (4) one-way routes operate both in the morning and afternoon between park-and-ride facilities in El Dorado County and several downtown stops. In addition, two (2) Reverse Commute routes are available for passengers traveling from Sacramento to El Dorado County in the morning and from El Dorado County to Sacramento in the afternoon. The Reverse Commute services are offered on buses that would otherwise be empty while returning from or traveling to Sacramento to perform regular commuter routes. El Dorado Transit provided 6,918 one-way passenger trips during the reporting period.

In addition, a new intercity service between the Sacramento Valley Station and South Lake Tahoe with stops in Cameron Park and Placerville was implemented on July 5, 2021. The service is operated by El Dorado Transit in partnership with the Capitol Corridor and Amtrak. The Caldor Fire prevented the service from operating for thirty-seven (37) days in August and September 2021. El Dorado Transit provided 2,661 one-way passenger trips during the reporting period.

The following table provides a year-to-year comparison of Commuter Bus services, noting a significant increase in trips, hours, and miles due in part to the addition of the Tahoe service.

COMMUTER BUS COMPARISON				
Reporting Period: July 1, 2021 – December 31, 2021				
	FY 2021/22 (current)	FY 2020/21 (prior)	Difference	Percentage +/-
TRIPS	9,579	6,486	+3,093	+47.7%
HOURS	2,235	1,657	+578	+34.9%
MILES	76,139	50,095	+26,044	+51.2%

Special Event Services

El Dorado Transit occasionally operates special event services which include grant funded annual public shuttle services. There were no special event services provided during the reporting period.

Performance Measures

Mandated Performance Reporting

The Transportation Development Act (TDA) guidelines require that public transit agencies report certain annual performance measures to their governing bodies, the regional transportation planning agency and to the office of the California State Controller. However, the California TDA Relief Trailer Bill was enacted via SB 149, Chapter 81, Statutes of 2021 aimed at providing transit operators relief from the TDA performance and farebox requirements until July 1, 2026.

The following tables summarize and compare the systemwide performance measures for the reporting period:

SYSTEM WIDE COMPARISON				
Reporting Period: July 1, 2021 – December 31, 2021				
	FY 2021/22 (current)	FY 2020/21 (prior)	Difference	Percentage +/-
TRIPS	57,690	58,991	-1,301	-2.2%
HOURS	17,324	16,227	+1,097	+6.8%
MILES	361,897	330,037	+31,860	+9.7%

The following tables (Figures 1 and 2) summarize system wide performance measures for FY 2021/22 and FY 2020/21 as defined in the TDA guidelines:

Figure 1 Comparative Report for All Services as per TDA guidelines

FISCAL YEAR KEY PERFORMANCE MEASURES FOR ALL SERVICES	2021/22	2020/21	Difference	Percentage Change +/-
Farebox Recovery Ratio (FBR)	6.44%	2.70%	+3.74	+138.6%
Passenger Fares	\$227,112	\$91,567	+\$135,545	+148.0%
Average Fare/Passenger	\$3.94	\$1.55	+\$2.39	+154.2%
Operating Expenses	\$3,525,055	\$3,392,206	+\$132,849	+3.9%
Operating Cost/Passenger	\$61.10	\$57.50	+\$3.60	+6.3%
Operating Cost/Revenue Hour	\$203.47	\$209.05	-\$5.58	-2.7%
Operating Cost/Revenue Mile	\$9.74	\$10.28	-\$0.54	-5.3%
Road Calls	37	29	+8	+27.6%
Employees per TDA Guidelines (FTE)	50	68	-18	-26.5%

The Fare-Box Recovery Ratio (FBR) percentage represents the ratio of fare revenue collected to operating expenses. Before the pandemic, the TDA guidelines required that the overall FBR for the agency be at least 12.2%. El Dorado Transit recovered 6.44% in FBR during the reporting period. However, TDA farebox recovery requirements are currently on hold.

Passenger fares increased due to the addition of the Tahoe service and increased Demand Response service. This in turn increased the Farebox Recovery Ratio and the Average Fare per Passenger. Road Calls increased due to the growth in vehicle miles. We averaged 9,781 miles between road calls, which is 22.3% better than the national average of 8,000 miles between road calls.

Figure 2 Passenger Trips per Revenue Hour Report for All Services as per TDA guidelines

PASSENGER TRIPS PER REVENUE HOUR	2021/22	2020/21	Difference	Percentage Change +/-
Demand Response	1.9	1.5	+0.4	+26.7%
Motor Bus (Local Fixed Routes)	3.6	4.2	-0.6	-14.3%
Commuter Bus	4.3	3.9	+0.4	+10.3%
Systemwide Passenger Trips per Revenue Hour	3.3	3.6	-0.3	-8.3%

Passenger Trips per Revenue Hour represents the average number of passenger boardings per hour in all vehicle types. Systemwide passenger trips per revenue hour decreased from 3.6 to 3.3 due to the reduction of trips on the Motor Bus (Local Fixed) routes.

Additional Performance Measures

Although not required by the TDA, El Dorado Transit prepares mid-year and annual reports of performance measures by mode and route. Mid-year statistical data summarized by service and mode are included for review as Attachment A (FY 2021/22) and Attachment B (FY 2020/21).

El Dorado Transit compares actual performance with performance standards for FBR and operating subsidy per passenger. The Short- and Long-Range Transit Plan includes goals for Service Efficiency, Farebox Return Ratio and Operating Subsidy per Passenger.

The following table (Figure 3) shows the performance standards and the actual performance numbers for comparison:

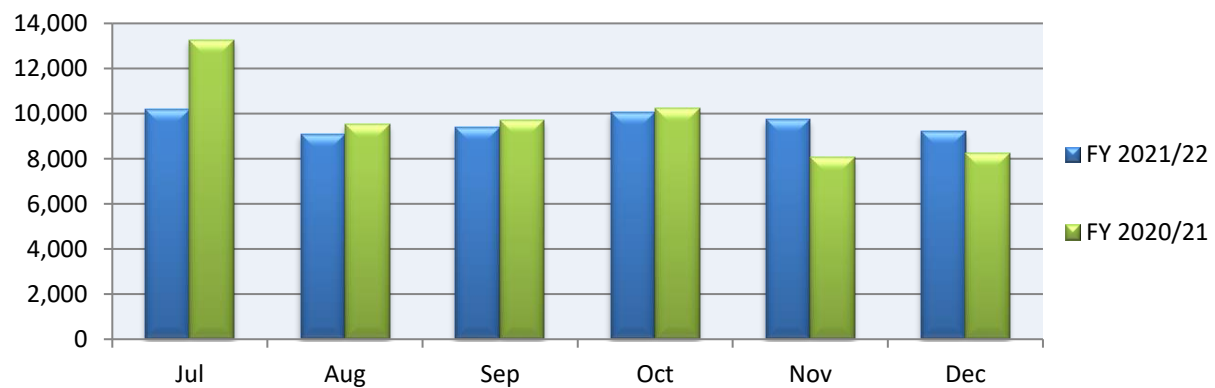
Figure 3 Comparative Report between Actual 2021/22 and Performance Standards

COMPARISON OF ACTUAL PERFORMANCE AND PERFORMANCE STANDARDS	Farebox Recovery Ratio	Operating Subsidy per Passenger	Passenger Trips per Revenue Hour
Motor Bus Routes Standard/Goal	>10.0%	<\$15.00	>5.0
Route 20 - Placerville	1.80%	\$43.37	3.9
Route 25 – Saturday Express	2.55%	\$46.16	4.2
Route 30 – Diamond Springs/El Dorado	1.52%	\$58.74	3.1
Route 35 – Diamond Springs Saturday	1.40%	\$72.29	2.5
Route 40 – Cameron Park/Shingle Springs	2.13%	\$56.29	3.2
Route 50X – 50 Express	1.80%	\$57.39	3.5
Route 60 – Pollock Pines	2.87%	\$44.88	4.8
Total Motor Bus Routes – Average	1.97%	\$53.14	3.6
Demand Response Standard/Goal	N/A	<\$35.00	>2.0
Total Demand Response - Average	8.41%	\$93.35	1.9
Commuter Bus Standard/Goal	>50.0%	<\$5.00	>10.0
Total Commuter Bus – Average	21.53%	\$44.47	4.3

Monthly Ridership Trends

The following graph (Figure 4) compares monthly passenger boardings for the first six months of FY 2021/22 and FY 2020/21 for all services:

Figure 4 Fiscal Year Monthly Boardings



On-Time Performance Standards

El Dorado Transit service on-time performance is regularly measured to evaluate actual performance compared to adopted targets. Figure 5 shows the percentage of on-time arrivals by mode compared to adopted targets.

Figure 5 On-Time Performance FY 2021/22

Service Type	Adopted Target	Actual Performance
Demand Response	90%	97.5%
Motor Bus Routes	85%	87.5%
Commuter Bus Routes	90%	93.9%

Marketing and Outreach

The following were developed and/or conducted by El Dorado Transit staff, as appropriate, to heighten public awareness and promote transit services:

COVID-19 Pandemic

El Dorado Transit has continually strived to help our community through the pandemic. We offered free rides for vaccinations, a free pharmacy and grocery delivery program, Senior nutrition food delivery, and reduced monthly pass rates. We have also made our services safer by increasing cleaning efforts and keeping the public informed about mask and social distancing requirements.

Passenger Materials

El Dorado Transit provides complete route and schedule information in printed brochures, and on the agency website which is available in more than one hundred languages. Schedules and route maps are updated regularly and made available on transit vehicles, bus stops and distributed through a network of outlets within the service area.

The agency website is maintained in-house and provides easy access to the most popular types of information including:

- Trip Planner
- Connect Card information
- Transit fares, passes and scrip ticket information and ordering
- Schedule and route information
- Americans with Disabilities Act (ADA) services

- Press Releases
- Legal Notices
- Service Alerts
- Employment information

Print Advertising and Local Media

El Dorado Transit staff develops and distributes timely Press Releases to local news outlets to identify noteworthy activities and events. These commonly include:

- New, expanded, or modified services
- Opening of new facilities
- Delivery of new vehicles
- Special services
- Ridership growth
- Introduction of targeted promotional activities

In addition to news releases, the staff works with local news reporters to develop feature articles about the benefits of using transit.

Digital Outreach

El Dorado Transit staff distribute information to the public through social media tools such as Facebook and Twitter. Passengers can sign up for rider alert emails that are sent whenever there is a disruption or change in services. Route information and real-time bus arrival information is available to passengers through the free RouteShout app and the El Dorado Transit website.

Direct Outreach

An ongoing public speaking program and mobility training is conducted to build a positive image within the community, build awareness of the services El Dorado Transit offers, and instruct both potential riders and gatekeepers on how to use the transit system. El Dorado Transit staff makes personal on-site presentations to business and community leaders, gatekeepers, potential rider groups, partner organizations, and human services providers. When necessary, presentations are targeted and timed to coincide with implementation of new, expanded, or modified services.

One-on-one transit training (mobility training) is a valuable tool that is available to potential riders to assist them in maintaining their independence and to access life-line services or employment opportunities. Passengers may schedule special training sessions, in-home appointments, or escorted transit rides with staff depending on individual needs. Mobility training is particularly effective in helping potential or first-time passengers become familiar with the available services and overcome any anxiety about using transit.

Glossary of Terms/Definitions

Americans with Disabilities Act (ADA)	a wide-ranging civil rights law enacted by the U.S. Congress in 1990 that prohibits, under certain circumstances, discrimination based on disability
Average Fare per Passenger	calculation of actual fare revenue divided by the passenger trips
Charter	Transportation provided at the request of a third party for the exclusive use of a bus or van for a negotiated price (excludes public, demand response services)
Demand Response	Shared ride service or services, generally origin-to-destination (curb-to-curb), performed upon request or by advance reservation; as in Dial-A-Ride or SAC-MED
Employee Full-Time Equivalent (FTE)	number of total hours worked divided by the maximum number of compensable hours in a full-time schedule as defined by law
Farebox Recovery Ratio (FBR)	the ratio of fares collected to operating expenses on a given service or services, represented as a percentage
Hours (revenue)	represents the time during which a vehicle was either transporting passengers or available for public boarding (excludes vehicle travel time to and from base before or after passenger service)
Miles (revenue)	represents the miles recorded on a vehicle while either transporting passengers or available for public boarding (excludes distance travelled to and from base before or after passenger service)
Operating Cost	All costs in the operating expense object classes exclusive of depreciation and costs associated with providing charter service
Operating Cost per Passenger	calculation of operating cost divided by the trips recorded
Operating Cost per Hour	calculation of operating cost divided by the revenue hours
Operating Cost per Mile	calculation of operating cost divided by the revenue miles
Passenger Trips per Revenue Hour	calculation of total passenger trips divided by the revenue hours

Road Calls	cumulative total of mobile responses to a disabled transit vehicle, while in passenger service
Ridership	cumulative total of trips recorded on a service or services during a given timeframe
Transportation Development Act (TDA)	provides two major sources of funding for public transportation: the Local Transportation Fund (LTF) and the State Transit Assistance fund (STA). These funds are for the development and support of public transportation needs that exist in California and are allocated to areas of each county based on population, taxable sales and transit performance
Trip	represents the boarding of a single transit passenger for the purposes of travel in one direction (one-way)

El Dorado County Transit Authority

6-Month Administrative Operations Report

Fiscal Year 2021 / 2022

Reporting Period July 1, 2021 through December 31, 2021

Demand Response						Motor Bus												Commuter Bus				Special Services		SYSTEMWIDE
DIAL A RIDE	SAC-MED	M.O.R.E.	OLDER ADULT DAY SERVICES	COMP PARA-TRANSIT	Subtotal	#40 CP/SHINGLE SPRINGS	#30 DIAMOND SPRINGS	#25 SATURDAY EXPRESS	#60 POLLOCK PINES	#20 PLACERVILLE	# 35 DIAMOND SPRINGS SATURDAY	50 EXPRESS	Subtotal	COMMUTER	REVERSE COMMUTE	SLT	Subtotal	ED COUNTY FAIR	Subtotal	TOTALS				
3,415	184	2,897	0	1,348	7,844	4,931	4,460	1,632	6,216	5,919	496	16,613	40,267	6,850	68	2,661	9,579	0	0	57,690				
6%	0%	5%	0%	2%	14%	9%	8%	3%	11%	10%	1%	29%	70%	12%	0%	5%	17%	#DIV/0!	#DIV/0!	0%				
2,489	181	402	0	953	4,024	1,518	1,429	387	1,298	1,525	202	4,709	11,066	1,426	52	757	2,235	0	0	17,324				
14%	1%	2%	0%	5%	23%	9%	8%	2%	7%	9%	1%	27%	64%	8%	0%	4%	13%	#DIV/0!	#DIV/0!	0%				
43,438	4,036	12,508	0	16,690	76,672	23,654	21,795	7,144	34,160	15,556	2,529	104,248	209,086	45,546	1,904	28,689	76,139	0	0	361,897				
12%	1%	3%	0%	5%	21%	7%	6%	2%	9%	4%	1%	29%	58%	13%	1%	8%	21%	#DIV/0!	#DIV/0!	0%				
\$ 274,437.67	\$ 21,874.39	\$ 11,497.99	\$ -	\$ 107,374.85	\$ 415,184.90	\$ 212,725.92	\$ 201,008.47	\$ 58,852.76	\$ 223,627.55	\$ 191,587.17	\$ 27,261.16	\$ 752,405.03	\$ 1,667,468.06	\$ 192,488.94	\$ 8,341.02	\$ 90,840.18	\$ 291,670.14	\$ -	\$ -	\$ 2,374,323.10				
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
\$ 172,892.08	\$ 12,666.75	\$ 27,847.01	\$ -	\$ 66,194.18	\$ 279,600.02	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 279,600.00				
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,686.77	\$ 47,692.46	\$ 12,898.21	\$ 43,300.10	\$ 50,908.59	\$ 6,722.91	\$ 157,149.46	\$ 369,358.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 369,358.49				
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,171.33	\$ 508.26	\$ 7,080.48	\$ 21,760.07	\$ -	\$ -	\$ 21,760.07				
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 59,755.63	\$ 2,143.16	\$ 29,855.92	\$ 91,754.71	\$ -	\$ -	\$ 91,754.71				
\$ 19,570.94	\$ 1,421.00	\$ 3,158.73	\$ -	\$ 7,482.17	\$ 31,632.84	\$ 11,938.24	\$ 11,233.41	\$ 3,028.55	\$ 10,176.38	\$ 11,989.98	\$ 1,579.51	\$ 37,023.40	\$ 86,969.47	\$ 11,209.22	\$ 411.66	\$ 5,919.77	\$ 17,540.65	\$ -	\$ -	\$ 136,142.96				
\$ 3,595.30	\$ 260.97	\$ 580.27	\$ -	\$ 1,373.89	\$ 5,810.43	\$ 2,191.97	\$ 2,062.63	\$ 556.67	\$ 1,869.69	\$ 2,201.60	\$ 290.25	\$ 6,798.06	\$ 15,970.87	\$ 2,058.20	\$ 75.39	\$ 1,088.68	\$ 3,222.27	\$ -	\$ -	\$ 25,003.57				
\$ 12,179.74	\$ 1,043.00	\$ 52,249.50	\$ -	\$ 1,757.00	\$ 67,229.24	\$ 6,045.52	\$ 4,038.09	\$ 1,971.54	\$ 8,247.89	\$ 4,698.42	\$ 509.56	\$ 17,495.04	\$ 43,006.06	\$ 55,920.53	\$ 10.00	\$ 60,945.86	\$ 116,876.39	\$ -	\$ -	\$ 227,111.69				
\$ 482,675.73	\$ 37,266.11	\$ 95,333.50	\$ -	\$ 184,182.09	\$ 799,457.43	\$ 283,588.42	\$ 266,035.06	\$ 77,307.73	\$ 287,221.61	\$ 261,385.76	\$ 36,363.39	\$ 970,870.99	\$ 2,182,772.96	\$ 335,603.85	\$ 11,489.49	\$ 195,730.89	\$ 542,824.23	\$ -	\$ -	\$ 3,525,054.62				
387	46	0	0	459	892	9	15	10	127	116	1	93	371	0	0	4	4	0	0	1,267				
\$ 214,504.19	\$ 15,633.20	\$ 34,646.98	\$ -	\$ 82,260.95	\$ 347,045.32	\$ 131,186.36	\$ 123,420.45	\$ 33,177.37	\$ 112,028.38	\$ 131,764.92	\$ 17,299.23	\$ 406,767.85	\$ 955,644.56	\$ 123,151.56	\$ 4,606.88	\$ 64,443.70	\$ 192,202.14	\$ -	\$ -	\$ 1,494,892.01				
\$ 136,870.68	\$ 9,945.87	\$ 22,105.95	\$ -	\$ 52,226.77	\$ 221,149.27	\$ 83,256.40	\$ 78,342.96	\$ 21,306.16	\$ 71,764.51	\$ 83,672.15	\$ 11,081.81	\$ 258,097.20	\$ 607,521.19	\$ 78,184.57	\$ 2,856.07	\$ 41,968.52	\$ 123,009.16	\$ -	\$ -	\$ 951,679.64				
\$ 48,774.23	\$ 4,553.74	\$ 14,090.68	\$ -	\$ 18,816.39	\$ 86,235.04	\$ 26,688.94	\$ 24,611.14	\$ 7,944.81	\$ 38,113.13	\$ 17,549.81	\$ 2,827.13	\$ 117,652.91	\$ 235,387.87	\$ 51,413.96	\$ 2,155.18	\$ 31,605.86	\$ 85,175.00	\$ -	\$ -	\$ 406,797.92				
\$ 82,526.63	\$ 7,133.30	\$ 24,489.89	\$ -	\$ 30,877.98	\$ 145,027.80	\$ 42,456.72	\$ 39,660.51	\$ 14,879.39	\$ 65,315.59	\$ 28,398.88	\$ 5,155.22	\$ 188,353.03	\$ 384,219.34	\$ 82,853.76	\$ 1,871.36	\$ 57,712.81	\$ 142,437.93	\$ -	\$ -	\$ 671,685.04				
\$ 482,675.73	\$ 37,266.11	\$ 95,333.50	\$ -	\$ 184,182.09	\$ 799,457.43	\$ 283,588.42	\$ 266,035.06	\$ 77,307.73	\$ 287,221.61	\$ 261,385.76	\$ 36,363.39	\$ 970,870.99	\$ 2,182,772.96	\$ 335,603.85	\$ 11,489.49	\$ 195,730.89	\$ 542,824.23	\$ -	\$ -	\$ 3,525,054.61				
2.52%	2.80%	54.81%	#DIV/0!	0.95%	8.41%	2.13%	1.52%	2.55%	2.87%	1.80%	1.40%	1.80%	1.97%	16.66%	0.09%	31.14%	21.53%	#DIV/0!	#DIV/0!	6.44%				
\$141.34	\$202.53	\$32.91	#DIV/0!	\$136.63	\$101.92	\$57.51	\$59.65	\$47.37	\$46.21	\$44.16	\$73.31	\$58.44	\$54.21	\$48.99	\$168.96	\$73.56	\$56.67	#DIV/0!	#DIV/0!	\$61.10				
\$193.96	\$205.84	\$237.32	#DIV/0!	\$193.31	\$198.67	\$186.88	\$186.23	\$200.02	\$221.32	\$171.43	\$180.46	\$206.17	\$197.26	\$235.42	\$220.95	\$258.48	\$242.90	#DIV/0!	#DIV/0!	\$203.47				
\$11.11	\$9.23	\$7.62	#DIV/0!	\$11.04	\$10.43	\$11.99	\$12.21	\$10.82	\$8.41	\$16.80	\$14.38	\$9.31	\$10.44	\$7.37	\$6.03	\$6.82	\$7.13	#DIV/0!	#DIV/0!	\$9.74				
1.4	1.0	7.2	#DIV/0!	1.4	1.9	3.2	3.1	4.2	4.8	3.9	2.5	3.5	3.6	4.8	1.3	3.5	4.3	#DIV/0!	#DIV/0!	3.3				
\$3.57	\$5.67	\$18.04	#DIV/0!	\$1.30	\$8.57	\$1.23	\$0.91	\$1.21	\$1.33	\$0.79	\$1.03	\$1.05	\$1.07	\$8.16	\$0.15	\$22.90	\$12.20	#DIV/0!	#DIV/0!	\$3.94				
\$137.77	\$196.86	\$14.87	#DIV/0!	\$135.33	\$93.35	\$56.29	\$58.74	\$46.16	\$44.88	\$43.37	\$72.29	\$57.39	\$53.14	\$40.83	\$168.82	\$50.65	\$44.47	#DIV/0!	#DIV/0!	\$57.17				
0	0	0	0	0	0	1	3	0	4	2	0	16	26	7	0	4	11	0	0	37				
50																								

AGENDA ITEM 2A
Action Item

MEMORANDUM

DATE: March 3, 2022

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Fiscal Year 2022/23 Preliminary Operating Budget

REQUESTED ACTION:

BY MOTION,

**Receive and File the proposed Fiscal Year 2022/23 Preliminary
Operating Budget**

BACKGROUND

The Bylaws of the El Dorado County Transit Authority (El Dorado Transit) require the Executive Director to submit preliminary operating and capital budgets on or before the March meeting of each year and Board adoption of the preliminary budgets by April 15th of each year. Final operating budgets are to be proposed to the Board on or before June 15th of each year with final adoption required by July 15th.

DISCUSSION

El Dorado Transit is required to operate within a balanced budget. The Fiscal Year (FY) 2022/23 Preliminary Operating Budget presented is based on maintaining at least the current service levels with contingency for possible restoration of some pre-pandemic services.

The El Dorado Transit management team reports that Transportation Development Act (TDA) funding is stable as projected by the State Controllers' Office (SCO) and the El Dorado County Auditors' office. This funding is based on sales tax revenue generated within the County of El Dorado and allocated through the El Dorado County Transportation Commission (EDCTC) for the provision of public transit services on the western slope.

PRELIMINARY FISCAL YEAR 2022/23 OPERATING BUDGET

The Fiscal Year (FY) 2022/23 Preliminary Operating Budget assumes full employment of the current allocated regular full-time and part-time positions including management, administrative staff, operations, and maintenance. The final operating budget and allocation plan may include additional staffing adjustments based on operational need.

The preliminary operating budget report presented includes a comparison of the current fiscal year adjusted mid-year budget utilizing the following factors:

- Projected expenses using an analysis of the first six (6) months of current fiscal year's actual expenses and liabilities.
- Preliminary budget assumes current level of service with some restoration of services over the course of the fiscal period.
- Costs for insurance premiums are not available in March. Renewals go into effect on May 1, July 1, and January 1.

Revenue Accounts

Transportation Development Act (TDA)

Following the apportionment and allocation of TDA funds by the El Dorado County Transportation Commission (EDCTC), the projected amount available to transit for operations is \$6,030,361. This amount is an increase from the prior years' allocation in the amount of \$463,898.

State of Good Repair (SGR)

Funding under Senate Bill 1 (SB 1) is allocated by the State Controller's Office. Estimates for FY 2022/23 were posted on January 31, 2022, of \$285,297 an increase of \$8,308 over the prior years' revised allocation.

Federal Transit Administration (FTA) Section 5311 Grant

The FTA Section 5311 program provides funding, through the California Department of Transportation (Caltrans), for public transportation projects in non-urbanized areas. There are two (2) types of programming in Section 5311; 1) County/Regional apportionment by formula and 2) Competitive Discretionary for Intercity connection projects. Historically, El Dorado Transit receives funds under the formula program for operating assistance or capital projects. This years' allocation has not been received so a placeholder of last years' amount has been provided.

Federal Transit Administration (FTA) Section 5311 CRRSAA Grant

Allocation of Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) funds for rural services administered through the Caltrans FTA Section 5311 program.

Contract Services

Contract Services revenue is based on an agreement with ALTA Regional California (ALTA) to transport ALTA clients to Motherlode Rehabilitation Enterprises, Inc. (M.O.R.E.). El Dorado Transits' current agreement with ALTA is set to expire June 30, 2022.

Passenger Fares

This includes the following line items: Cash Fares, Contract Services, Charter Services, Commuter Route Fare Media, Local Route Fare Media and Paper Scrip. Estimates based on first six (6) month actual receipts. Management is predicting a slight decrease to this revenue.

Advertising Revenue

El Dorado Transit has a third-party contract for bus shelter advertising.

Fair Shuttle AB2766 Grant

El Dorado Transit has submitted a grant application to the El Dorado County Air Quality Management District (EDCAQMD) for shuttle service to the 2022 and 2023 County Fairs.

Low Carbon Transit Operations Program (LCTOP) Grant

These funds are allocated by the State Controllers' Office to provide operating and capital assistance for transit agencies to reduce greenhouse emissions. These grant funds are planned to subsidize Zero Emissions Bus (ZEB) Vehicles and Infrastructure (Capital Improvement Plan #22-03) and continuation of a discount fare program.

Offset Reserve Fund – CalTIP (restricted)

These funds are held by El Dorado Transit's liability and vehicle physical damage insurance pool. Each year revised amounts are provided to pool members in April or May. If available, these funds can be used to offset the current year's premiums or held for future premiums.

Salary and Benefits Accounts

Regular Employees and Overtime

The regular employee and overtime line items include funding for eligible merit step increases and longevity.

Temporary Employees

The preliminary budget includes \$100,000 for Extra-Help employees to provide relief driving and fill-in Transit Dispatch assignments on an intermittent basis. These employees fill in when regular Operators and Dispatchers are off work.

Employee Retirement

Employee Retirement is based on a CalPERS formula. El Dorado Transit has a "Classic" and a "PEPRA" plan for regular employees. The employer contribution is approximately \$341,395 or 11.61 % of base wages (based on actuarial reports); the employee contribution is estimated at \$205,837. The Employer portion of the Unfunded Liability is \$326,924 and will be paid as a lump sum in July 2022.

Health Insurance

- The Health Insurance line item includes the El Dorado Transit contribution towards health, vision, and dental coverage for enrolled employees. Plan coverage is calendar year; therefore, premium increases will occur in January 2023.
- The Human Resources Department administers agreements and/or insurance policies for services and insurance coverage's that automatically renew each year. The following are perpetual contracts and agreements for employee insurance coverage and benefits:

- Health Insurances
 - **Regular Full/Part-Time Unrepresented Employees**
 - ❖ CalPERS Health Plan with OptumRX Pharmaceutical
 - ❖ Delta Dental
 - ❖ Vision Service Plan (VSP)
 - **Regular Full/Part-Time Represented Transit Drivers**
 - ❖ Operating Engineers Plan – Health, Pharmaceutical, Dental, Vision
or
 - ❖ El Dorado County Plan – Health, Pharmaceutical, Dental, Vision
- Sun Life Financial - Long Term Disability
Coverage provides wage loss protection for regular full/part-time employees in the event of prolonged disability.
- Sun Life Financial – Life Insurance
\$10,000 policy coverage for regular full-time represented transit operators
\$20,000 policy coverage for regular full-time unrepresented employees
- Paychex
Flexible Benefits Plan (Cafeteria Plan) allows regular full/part-time employees to pay the employee portion of premiums, unreimbursed medical and dependent care expenses under the plan with pre-tax dollars.

Workers Compensation

Workers Compensation premiums are a percentage of payroll (regular hours). Management and staff are completing the necessary steps to take advantage of credit incentives that could reduce premiums by up to 15%.

Service and Supply Accounts

Service and supply account budgets are based on the first six (6) months actual expenses plus a projection for the upcoming fiscal year needs. Minor adjustments have been made to accounts with the largest changes addressed below:

Insurance Premiums/EPLI Package

The preliminary budget is based on premiums estimates only. There are no additional funds anticipated at this time.

Vehicle Maintenance/Sales Tax/Fuel & Lubricants

This account includes sales tax charged on all fuel and lubricants used to maintain the entire fleet. Staff is anticipating an increase of costs for this account.

Professional Services

This line item includes costs associated with professional services such as legal counsel, outside CPA consulting, project management, engineering and planning and strategic studies.

Fuel Purchase

Fuel budget assumptions are calculated based on prior fuel expenditures, planned service mileage and recent market volatility. Staff anticipates an increase of these costs for FY 2022/23 based on cost fluctuation and projected service.

Contingency

Contingency is projected at \$407,504 representing 5.1% of the overall budget.

SUMMARY

Management's opinion is that the financial position of El Dorado Transit is stable. The proposed preliminary budget for fiscal year 2022/23 reflects a \$8,284.134 in total operating expenditures balanced to projected available Federal, State and project specific revenues.

Staff is requesting that the Board receive and file the proposed Fiscal Year 2022/23 Preliminary Operating Budget as presented.

EL DORADO COUNTY TRANSIT AUTHORITY
PROPOSED PRELIMINARY OPERATING BUDGET 2022/2023

OPERATING BUDGET		FY 2021/2022	FY 2022/2023	
		Mid-Year	Preliminary	
REVENUE ACCOUNTS		Adopted 02/03/2022	Proposed 03/03/2022	Difference
4000.00	Transportation Development Act (TDA/LTF)	\$5,566,463	\$6,030,361	463,898
4270.01	State of Good Repair (SGR) Program	\$266,380	\$285,297	18,917
4970.00	Interest Income	\$3,000	\$3,000	0
4100.00	Federal Transit Administration (FTA) Section 5311 Grant	\$558,840	\$558,840	0
4100.00	Federal Transit Administration (FTA) CRRSAA Act Section 5311 Grant	\$738,717	\$738,717	0
4300.00	Cash Fares	\$77,000	\$77,000	0
4310.00	Contract Services	\$104,000	\$0	-104,000
4320.00	Charter Services	\$0	\$0	0
4330.00	Commuter Route Fare Media	\$162,000	\$162,000	0
4350.00	Local Route Fare Media	\$56,000	\$31,000	-25,000
4360.00	Paper Scrip	\$7,210	\$7,000	-210
4400.00	Advertising Revenue	\$0	\$15,000	15,000
4990.00	Misc. Revenue	\$0	\$400	400
4107.03	Fair Shuttle AB2766 Grant	\$0	\$0	0
4109.04	Low Carbon Transit Operations Program (LCTOP) Grant	\$50,000	\$75,000	25,000
4112.00	FTA Section 5307 Grant Income - Preventative Maintenance (PM)	\$43,520	\$43,520	0
4112.00	Federal Transit Administration (FTA) CRRSAA Act Section 5307 Grant	\$183,509	\$183,509	0
5060.00	Offset Reserve Fund - CalTIP (restricted)	\$73,490	\$73,490	0
TOTAL REVENUES		\$7,890,129	\$8,284,134	394,005
SALARY & BENEFIT ACCOUNTS				
5010.00	Regular Employees	\$2,919,384	\$2,940,530	21,146
5010.02	Temporary Employees	\$50,000	\$100,000	50,000
5010.07	Overtime	\$100,000	\$50,000	-50,000
5010.08	On Call Pay	\$7,000	\$7,000	0
5010.09	CRDI and Shift Pay	\$20,000	\$20,000	0
5020.01	Employee Retirement	\$560,000	\$668,000	108,000
5070.01	(OASDI - Payroll Tax) FICA	\$4,000	\$4,000	0
5070.02	MEDICARE - Payroll Tax	\$50,000	\$50,000	0
5020.02	Health Insurance	\$1,000,000	\$1,094,000	94,000
5020.03	Unemployment Insurance	\$15,000	\$15,000	0
5020.04	LT Disability/Life Ins	\$32,000	\$32,000	0
5020.05	Worker's Comp	\$350,000	\$350,000	0
TOTAL SALARY & BENEFITS		\$5,107,384	\$5,330,530	223,146
SERVICE & SUPPLY ACCOUNTS				
5090.02	Clothing & Supplies	\$5,000	\$5,000	0
5090.05	Uniforms - Other	\$12,000	\$10,000	-2,000
5050.01	Communications - Phone	\$35,000	\$35,000	0
5090.20	Communications - Radio	\$1,000	\$1,000	0
5090.01	Household Expenses	\$16,500	\$16,500	0
5060.01	Insurance Premiums/Public Liability	\$394,000	\$394,000	0
5060.02	Insurance Premiums/Physical Damage	\$27,000	\$27,000	0
5060.03	Insurance Premiums/Commercial	\$12,212	\$14,000	1,788
5060.04	Insurance Premium EPLI Package	\$72,000	\$22,000	-50,000
5090.06	Service Contracts/Equipment	\$190,000	\$190,000	0
5160.07	Park and Ride Maintenance	\$14,000	\$14,000	0
5160.01	Maintenance/Buildings	\$7,500	\$7,500	0
5160.03	Maintenance/Equipment	\$4,000	\$4,000	0
5160.05	Maintenance/Grounds	\$6,500	\$6,500	0
5160.09	Maintenance/Bus Stop	\$3,000	\$3,000	0
5160.00	Maintenance/Other	\$2,500	\$2,000	-500
5040.00	Vehicle Maintenance (In-House)	\$376,000	\$376,000	0
5040.02	Vehicle Maintenance/Tires & Tubes	\$99,000	\$99,000	0
5040.03	Vehicle Maintenance/Lubricants	\$29,700	\$29,700	0
5040.04	Vehicle Maintenance/Small Tools - Shop	\$5,000	\$5,000	0
5040.80	Vehicle Maintenance/Sales Tax/ Fuel & Lub.	\$38,000	\$45,000	7,000
5090.50	Safety Equipment/Training	\$40,000	\$40,000	0
5090.40	Memberships	\$5,800	\$6,000	200
5090.70	Office Expense	\$15,000	\$15,000	0
5090.80	Postage	\$4,000	\$4,000	0
5090.00	Operating Expense - Other	\$2,000	\$2,000	0
5030.00	Professional Services	\$250,000	\$435,000	185,000
5030.10	Employee Medical Exams	\$8,500	\$8,500	0
5030.30	Background Checks	\$2,000	\$2,000	0
5090.08	Pubs/Legal Notices	\$2,500	\$2,500	0
5090.75	Printing	\$14,000	\$14,000	0
5120.00	Rents/Leases	\$32,000	\$24,000	-8,000
5140.01	Equipment Purchase - Data Processing	\$1,000	\$1,000	0
5140.05	Equipment Purchase - Office	\$1,800	\$1,800	0
5150.00	Special Department Expense	\$1,500	\$1,500	0
5150.01	Marketing	\$12,000	\$20,000	8,000
5090.30	Staff Development/Travel	\$15,000	\$30,000	15,000
5040.01	Fuel Purchase	\$470,000	\$530,000	60,000
5090.72	Bank Charges	\$400	\$600	200
5090.73	Credit Card Charge Fees	\$3,500	\$4,000	500
5090.74	Connect Card Administration Expenses	\$34,000	\$20,000	-14,000
5050.02	Utilities	\$56,000	\$56,000	0
5050.03	Utilities/ Park & Rides	\$22,000	\$22,000	0
4108.03	Fair Shuttle AB2766 Grant	\$0	\$0	0
6270.00	Contingency	\$439,833	\$407,504	-32,329
TOTAL SERVICES AND SUPPLIES		\$2,782,745	\$2,953,604	170,859
TOTAL OPERATING EXPENSES		\$7,890,129	\$8,284,134	394,005

AGENDA ITEM 2B
Action Item

MEMORANDUM

DATE: March 3, 2022

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Fiscal Year 2022/23 Preliminary Capital Budget

REQUESTED ACTION:

BY MOTION,

**Receive and File the proposed Fiscal Year 2022/23 Preliminary
Capital Budget**

BACKGROUND

The Bylaws of the El Dorado County Transit Authority (El Dorado Transit) require the Executive Director to submit preliminary capital budgets on or before the March meeting of each year and Board adoption of the preliminary budget by April 15th of each year. Final capital budgets are to be proposed to the Board on or before June 15th of each year with final adoption required by July 15th.

DISCUSSION

The FY 2022/23 Preliminary Capital Improvement Plan (CIP) Budget recommends capital projects and identifies funding sources. Projects may carry over multiple fiscal years and include but are not limited to facility improvements, equipment purchases and replacement, vehicle purchases and replacements, software and hardware upgrades and replacements, safety and security systems and bus stop/park and ride improvements. New fiscal year projects proposed in the CIP are numbered as 23-XX (e.g., 23-01; 23-02, etc.).

In addition to ongoing projects, staff is recommending the following for inclusion in the FY 2022/23 CIP:

- 23-01 Administration / Maintenance Facility Equipment

SUMMARY

The Transportation Development Act (TDA) has two separate sources of funding available to El Dorado Transit which include Local Transportation Funds (LTF) and State Transit Assistance Funds (STA). Each of these funds can be used for either operating or capital expenditures if certain criteria are met. In order maintain flexibility of fund uses, management has retitled local

matching funds from STA specifically, to the general TDA classification. This designation has been made to all projects requiring a local match.

Staff is requesting that the Board receive and file the proposed Fiscal Year 2022/23 Preliminary Capital Budget as presented.

EL DORADO COUNTY TRANSIT AUTHORITY

PROPOSED PRELIMINARY

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

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

Adopted into CIP	Status	Estimated Completion Date
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

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

Adopted into CIP	Status	Estimated Completion Date
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 02/18/2022
1304	2013 Dodge Caravan	193,915

COST SUMMARY (ESTIMATE)

Adopted Budget

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
State Transit Assistance (STA)	<u>\$18,700</u>
<u>Transportation Development Act (TDA)</u>	
<i>Total Revenue</i>	<i>\$86,900</i>

Adopted into CIP	Status	Estimated Completion Date
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 <u>02/18/2022</u>
0702	Dodge Dakota Truck	78,553

COST SUMMARY (ESTIMATE)

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

FUNDING SOURCES

State Transit Assistance	<u>\$31,095.00</u>
<u>Transportation Development Act (TDA)</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>	\$250,000

FUNDING SOURCES

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

Adopted into CIP	Status	Estimated Completion Date
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-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>	\$8,280,000

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>	\$8,280,000

Adopted into CIP	Status	Estimated Completion Date
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.

COST SUMMARY (ESTIMATE)

	<u>Adopted Budget</u>
Bass Lake Park & Ride	\$ 380,000
10% Contingency	<u>\$ 38,000</u>
<i>Total Project Cost</i>	<i>\$ 418,000</i>

FUNDING SOURCE

Federal Transit Administration (FTA)	\$ 300,000
Section 5307 - Capital	
State Transit Assistance	<u>\$ 118,000</u>
<u>Transportation Development Act (TDA)</u>	
<i>Total Revenue</i>	<i>\$ 418,000</i>

Adopted into CIP	Status	Estimated Completion Date
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>

Adopted into CIP	Status	Estimated Completion Date
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.

COST SUMMARY (ESTIMATE)

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

FUNDING SOURCES

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

Adopted into CIP	Status	Estimated Completion Date
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 2021/22 Expenditures	STA* \$4,694,171	FTA Section 5307 \$300,000	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	2021/22	\$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	\$418,000	\$0	\$118,000	\$300,000			
ACTIVE	22-05	Scheduling and Dispatching Software Replacement	2023/24	\$132,000		\$12,000		\$120,000		
ACTIVE	23-01	Administration / Maintenance Facility Equipment (recurring)	2022/23	\$40,000	\$40,000	\$40,000				\$0
Project Totals				\$9,554,330	\$297,367	\$4,586,130	\$300,000	\$188,200	\$518,738	\$3,961,262
Remaining Funds Available						\$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