



EL DORADO TRANSIT

EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING

AGENDA

Thursday, February 1, 2024; 1:00 PM

Regular Meeting

Chairperson: Jackie Neau, City of Placerville Councilmember
 Vice Chairperson: George Turnboo, County of El Dorado Supervisor, District II
 John Hidahl, County of El Dorado Supervisor, District I
 Brooke Laine, County of El Dorado Supervisor, District V
 David Yarbrough, City of Placerville Councilmember

- John Clerici, Alternate for City Councilmembers
- Lori Parlin, County of El Dorado Supervisor, District IV

Executive Director: Brian James

<p>In-Person</p> <p>County of El Dorado Board of Supervisors Meeting Room 330 Fair Lane, Bldg. A Placerville, CA 95667</p>	<p>Remotely</p> <p>By Computer: https://edcgov-us.zoom.us/j/86134567267</p> <p>By Phone: 669-219-2599</p> <p>Meeting ID: 861 3456 7267</p>
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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 2 hours before 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.

By participating in this meeting, you acknowledge that you are being recorded.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

ELECTION OF OFFICES

PAGE

- A. Election of Chairperson and Vice-Chairperson for Calendar Year 2024 5
- B. Oath of Office

CEREMONIAL ITEMS

- A. Newly elected Chairperson plaque presentation to outgoing Chairperson Jackie Neau

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 for the record. 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 December 7, 2023	6
	B. Receive and File November and December 2023 Check Registers	10
	C. Receive and File November and December 2023 Ridership Reports	18
	D. Authorizing the Adoption of Resolution Numbers 24-01, 24-02 and 24-03 for Federal Transit Administration Funding Programs	22
	E. Approve Revised Blanket Purchase Orders above \$25,000 for Fiscal Year 2023/24	29
	F. Approve funding Operating Reserve utilizing Advertising and Miscellaneous revenue accounts for Fiscal Year 2023/24	38
	G. Receive and file Quarterly Investment Report for Quarter Ending 12/31/2023	40

1. <u>CONSENT CALENDAR CONTINUED</u>	<u>PAGE</u>
H. Receive and file the final <u>El Dorado Transit Short Range Transit Plan Update</u>	42
I. Approve Purchase Order No. 29213 issued to Turbo Images for vehicle graphics	43
2. <u>ACTION ITEMS</u>	
A. 1. Adopt Proposed Fiscal Year 2023/24 Mid-Year Operating Budget Adjustment 2. Approve line-item decrease of \$70,612 to Contingency	46
B. Approve the Certificate of Acceptance for the transfer of ownership from the City of Placerville to the El Dorado County Transit Authority for the Ray Lawyer Drive Park and Ride	50
C. Receive and file the final El Dorado Transit Park-and-Ride Master Plan	58
D. Approve the My Ride Mileage Reimbursement Program Budget as Proposed	60
3. <u>INFORMATION ITEMS</u>	
A. Receive Final Capital Improvement Plan Project 17-02 Vehicle Replacement-Commuter Lease Funding Completion	64
B. Receive Final Closing Budget for Capital Improvement Plan Project 20-06 Vehicle Replacement – Demand Response	65
C. Newsletter	66

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

ADJOURNMENT

* Verbal Report

NEXT REGULARLY SCHEDULED
 EL DORADO COUNTY TRANSIT AUTHORITY BOARD MEETING
 Thursday, March 7, 2024 1:00 P.M.
 County of El Dorado
 Board of Supervisors Meeting Room
 330 Fair Lane, Bldg A, Placerville, CA 95667

The El Dorado County Board of Supervisors Meeting Room is accessible for persons with disabilities. In compliance with the Americans with Disabilities Act, if you require modification or accommodation to participate in this meeting, please contact El Dorado County Transit Authority by telephone at (530) 642-5383 or by fax at (530) 622-2877. Requests must be made as early as possible and at least one full business day before the start of the meeting.

The Agenda is also available on the website www.eldoradotransit.com

ACTION ITEM
Election of Officers

MEMORANDUM

DATE: February 1, 2024
TO: El Dorado County Transit Authority
FROM: Megan Wilcher, Secretary to the Board/Administrative Coordinator
SUBJECT: Election of Chairperson and Vice-Chairperson

REQUESTED ACTION:

BY MOTION,

Elect Chairperson and Vice-Chairperson for Calendar Year 2024

BACKGROUND

In accordance with Section 4.5 of the El Dorado County Transit Authority (El Dorado Transit) Bylaws: “The Board shall elect a Chairperson and Vice-Chairperson at the first meeting of each calendar year.”

Chairperson Duties

The Chairperson shall preside and preserve order at all regular and special meetings of El Dorado Transit. The Chairperson shall state every question coming before El Dorado Transit, announce the decision on all subjects and decide all questions of order without debate, subject to an appeal to El Dorado Transit on which a member shall speak but once, the Chairperson having precedence in speaking on question of order. In addition, the Chairperson shall make all Committee appointments with the concurrence of the El Dorado Transit Board.

Vice-Chairperson Duties

In the absence of the Chairperson, the Vice-Chairperson may perform duties and obligations of the office of Chairperson.

DISCUSSION

The El Dorado Transit Bylaws do not identify a specific rotation for Chairperson and Vice-Chairperson. Customarily, the former Vice-Chairperson ascends to Chairperson and the new Vice-Chairperson represents the alternate jurisdiction from the Chairperson’s.



EL DORADO TRANSIT

**EL DORADO COUNTY TRANSIT AUTHORITY
BOARD OF DIRECTORS MEETING
CONFORMED MINUTES
Thursday, December 7, 2023; 1:00 PM
Regular Meeting**

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

- John Clerici, Alternate for City Councilmembers
- Wendy Thomas, Alternate for Board of Supervisors, District III

Executive Director: Brian James

<p style="text-align: center;">In-Person</p> <p style="text-align: center;">County of El Dorado Board of Supervisors Meeting Room 330 Fair Lane, Bldg. A Placerville, CA 95667</p>	<p style="text-align: center;">Remotely</p> <p style="text-align: center;">By Computer: https://edcgov-us.zoom.us/j/86134567267</p> <p style="text-align: center;">By Phone: 669-219-2599</p> <p style="text-align: center;">Meeting ID: 861 3456 7267</p>
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CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Neau called the meeting to order at 1:01 PM and the Pledge of Allegiance was recited.

CEREMONIAL ITEMS

- A. Adopt Proclamation in recognition of retiring Operations Manager Scott Ousley for thirty (30) years of public service

ROLL CALL

Directors Present: John Hidahl, Jackie Neau, George Turnboo, David Yarbrough

Directors Absent: Lori Parlin

A quorum was present.

ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR

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

Adoption of the Agenda and Approval of Consent Calendar

M/S: Turnboo/Hidahl
Ayes: Hidahl, Neau, Turnboo, Yarbrough
Absent: Parlin

OPEN FORUM

None

1. CONSENT CALENDAR

- A. Approve Conformed Minutes of Regular Meeting November 2, 2023
- B. Receive and File October 2023 Check Register
- C. Receive and File October 2023 Ridership Report
- D. Approve the El Dorado County Transit Authority Board of Directors Meeting Schedule for 2024

- E. Receive and File Independent Financial Audit, Single Audit and Compliance Reports for Fiscal Year 2022/23 for the El Dorado County Transit Authority
- F. Adopt Resolution No. 23-27 revising the **El Dorado County Transit Authority Personnel Policies and Procedures Manual** regarding policy revisions and updates
- G.
 - 1. Adopt Capital Improvement Plan (CIP) #24-05: Supervisor and Administrative Staff Vehicle Replacement
 - 2. Approve Purchase Order No. 29202 issued to Freeway Toyota for the acquisition of one (1) Replacement Staff Vehicle
 - 3. Approve Purchase Order No. 29203 issued to Elk Grove Auto for the acquisition of one (1) Replacement Supervisor Vehicle
 - 4. Authorize the exemption from competitive bidding as State Contracts will be utilized
 - 5. Authorize Executive Director to execute all documents related to these purchases within the Capital Improvement Plan Project #24-05
- H.
 - 1. Approve Purchase Order #29204 for Consulting work for Security Camera Upgrade
 - 2. Authorize the Executive Director to execute all contracts and documents related to Security Camera Consulting Services for System Design

2. **ACTION ITEMS**

None

3. **INFORMATION ITEMS**

- A. Draft El Dorado Transit Short Range Transit Plan Update
- B. Receive Final Closing Budget for Capital Improvement Plan Project #21-02 Vehicle Replacement – Maintenance Truck

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

RECESS TO CLOSED SESSION

Closed Personnel Session Pursuant to Government Code Section 54954.5 –
PUBLIC EMPLOYEE PERFORMANCE EVALUATION Title: Executive Director

RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

Due to space limitations, Closed Session was not held.

ADJOURNMENT

Chair Neau adjourned the meeting at 1:47 PM. The next regularly scheduled meeting is Thursday, February 1, 2024.

Respectfully Submitted,

**Megan Wilcher
Secretary to the Board**

* Verbal Report

AGENDA ITEM 1 B
Consent Item

MEMORANDUM

DATE: February 1, 2024
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Receive and File November and December 2023 Check Registers

REQUESTED ACTION:
BY MOTION, Receive and File November and December 2023 Check Registers

BACKGROUND

The following check registers include routine transactions for the months of November and December 2023. These expenditures fall within budgets adopted by the El Dorado County Transit Authority Board of Directors.

DISCUSSION

Seven (7) item merits further detail:

Check #38488 – A-Z Bus Sales, Inc.....\$95,336.45
This check pays the obligation for acquisition of one (1) Ford 350EL Transit Van using Federal Transit Administration (FTA) Section 5310 funds, restricted FTA section 5310 funds held by El Dorado Transit funds and Local Transportation Funds (LTF); CIP 20-06.

Check #38510 – Field and Associates.....\$1,148.95
This check pays the obligation for building permit fees at Bass Lake Park & Ride using Local Transportation Funds (LTF); CIP 22-04.

Check #38542 – Dantec Associates.....\$4,145.00
This check pays the obligation for progress on the Short-Range Transit Plan (SRTP) update for local routes using Local Transportation Funds (LTF).

Check #38549 – Elk Grove Auto Group.....\$42,812.23
This check pays the obligation for acquisition of one (1) Dodge Ram 1500 using Local Transportation Funds (LTF); CIP 21-02.

Check #38582 – El Dorado County.....\$909.50
This check pays the obligation for building permit fees at Bass Lake Park & Ride using Local Transportation Funds (LTF); CIP 22-04.

Check #38659 – Dantec Associates.....\$28,620.00
This check pays the obligation for progress on the Short-Range Transit Plan (SRTP) update for local routes using Local Transportation Funds (LTF).

Check #38756 – LSC Transportation Consultants, Inc.....\$6,040.00
This check pays the obligation for progress on the Short-Range Transit Plan (SRTP) update for local routes using Local Transportation Funds (LTF).

EL DORADO COUNTY TRANSIT AUTHORITY
Check Register
December 2023

Date	Num	Name	Memo	Amount
11/01/2023	EFT TRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	Medical Premium - November 2023	46,880.63
11/02/2023	38488	A-Z BUS SALES INC	Transit 350 EL VIN#54440	95,336.45
11/02/2023	38489	ACC BUSINESS	Fibernet Service - October 2023	85.87
11/02/2023	38490	ACCO ENGINEERED SYSTEMS INC	HVAC Maintenance	594.00
11/02/2023	38491	ADVANCED GASES AND EQUIPMENT INC	Nitrogen & Argon - Shop	178.95
11/02/2023	38492	AMERICAN HERITAGE LIFE INSURANCE CO	Employee Paid Premium - November 2023	29.10
11/02/2023	38493	ARNOLDS FOR AWARDS INC	EOM November 2023	34.00
11/02/2023	38494	AT&T	Monthly Utilities	524.94
11/02/2023	38495	BUS & EQUIPMENT REPAIR OF CA	Sportworks Deploy Magnet #1801	65.39
11/02/2023	38496	CAL.NET	CCTV Camera Service November 2023	176.92
11/02/2023	38497	D&K AUTO GLASS	Chip Repairs	450.00
11/02/2023	38498	DAWSON OIL	Fuel Purchases October 2023	64,041.29
11/02/2023	38499	DIAMOND SPRINGS PRINTING & GRAPHICS	Business Cards	259.55
11/02/2023	38500	EL DOB ENTERPRISES LLC	Fleet Vehicle Tires	13,974.79
11/02/2023	38501	EMP. MISC. REIMBURSEMENT	Connect Card Balance Reimbursement	63.00
11/02/2023	38502	EMP. MISC. REIMBURSEMENT	Work Pants Reimbursement	50.00
11/02/2023	38503	EMP. MISC. REIMBURSEMENT	Mileage Reimbursement	22.53
11/02/2023	38504	EMP. MISC. REIMBURSEMENT	DMV Reimbursement	89.00
11/02/2023	38505	EMP. MISC. REIMBURSEMENT	DMV & VTT Reimbursement	64.33
11/02/2023	38506	EMP. MISC. REIMBURSEMENT	DMV Permit Reimbursement	89.00
11/02/2023	38507	EMP. MISC. REIMBURSEMENT	DMV Permit Reimbursement	89.00
11/02/2023	38508	EMP. MISC. REIMBURSEMENT	CC Funds Reimbursement	105.00
11/02/2023	38509	FASTENAL	Trash Bags - Shop	265.70
11/02/2023	38510	FEILD AND ASSOCIATES	Building Permit Fees Bass Lake Hills P&R	1,148.95
11/02/2023	38511	GLOBAL DATA VAULT LLC	Monthly Recovery Back Up Service October 2023	330.00
11/02/2023	38512	GWP HOLDINGS LLC	Parts and Supplies	9,412.69
11/02/2023	38513	HUNT & SONS INC	Fuel Purchases 09/08/23 - 09/31/23	182.56
11/02/2023	38514	J.C. NELSON SUPPLY CO	TP & Paper Towels	429.32
11/02/2023	38515	KIMBALL MIDWEST	Brass Sleeves - Shop	27.35
11/02/2023	38516	KINETICO WATER OF PLACERVILLE	Drinking Water Service October 2023	42.90
11/02/2023	38517	MISSION UNIFORM SERVICE	Uniforms, Towels, & Mats Service	888.71
11/02/2023	38518	NORCAL SPIT SHINE LLC	Vehicle Interior Sanitation (32 Vehicles)	4,390.00
11/02/2023	38519	OPERATING ENGINEERS PUBLIC & MISC	Nov. 2023 Medical Coverage	41,009.00
11/02/2023	38520	PACIFIC GAS & ELECTRIC	Electric Service 10/23	767.14
11/02/2023	38521	PACIFIC MATERIAL HANDLING SOLUTIONS	PM Service on Yale Fork Lift, Scrubber	591.04
11/02/2023	38522	PROTELESIS	Phone System Elevate Subscription October 2023	713.26
11/02/2023	38523	QUILL LLC	Misc. Office Supplies	539.92
11/02/2023	38524	ROBERTS & COMPANY INC	CPA Services October 2023	365.00
11/02/2023	38525	RON DUPRATT FORD	Parts and Supplies	478.64
11/02/2023	38526	RTS IT INC	ITCare Gold Service Plan October 2023	5,070.00
11/02/2023	38527	SAFETY-KLEEN SYSTEMS INC	Disposal of Oil Products	716.11
11/02/2023	38528	SIERRA AUTO GLASS LLC	Windshield Installation #1801	150.00
11/02/2023	38529	STRATUS BUILDING SOLUTIONS	Janitorial Services November 2023	795.00
11/02/2023	38530	SUN LIFE FINANCIAL	Life/LTD Benefits November 2023	2,309.34
11/02/2023	38531	VISUAL EDGE IT, INC.	Monthly Copy Charges 09/22/23 - 10/21/23	684.98
11/02/2023	38532	WESTERN SUPPLY INC	Wheel Weights - MCI & Gilligs	101.20
11/02/2023	38533	XEROX FINANCIAL SERVICES	Copier Lease October 2023	509.44
11/02/2023	38534	ZEP MANUFACTURING CO.	Odorstroyer - Bus Cleaning Supplies	203.76
11/02/2023	38535	ZONAR SYSTEMS INC	New Activations & Inspection Service	1,051.44
11/02/2023	38536	VERIZON WIRELESS	Cellular Service - 07/29/23-09/28/23	3,740.99
11/09/2023	38537	4IMPRINT INC	Marketing Swag	3,506.94
11/09/2023	38538	AT&T MOBILITY	Wireless Camera Service October 2023	184.92
11/09/2023	38539	AUTOZONE INC	Parts and Supplies	295.00
11/09/2023	38540	C & H MOTOR PARTS	Parts and Supplies	536.72

EL DORADO COUNTY TRANSIT AUTHORITY
Check Register
December 2023

Date	Num	Name	Memo	Amount
11/09/2023	38541	CAPITOL CLUTCH & BRAKE INC	Parts and Supplies	2,208.42
11/09/2023	38542	DANTEC ASSOCIATES	Short-Range Transit Plan Update	4,145.00
11/09/2023	38543	DIAMOND SPRINGS PRINTING & GRAPHICS	Business Cards	72.93
11/09/2023	38544	EDC HHSA-PUBLIC HEALTH DIVISION	TB Evaluation	36.00
11/09/2023	38545	EDC RISK MANAGEMENT	Health Insurance November 2023	8,646.61
11/09/2023	38546	EL DOB ENTERPRISES LLC	Junk Tire Disposal	6,794.10
11/09/2023	38547	EL DORADO DISPOSAL SERVICE	Disposal Service 10/23	418.27
11/09/2023	38548	EL DORADO IRRIGATION DISTRICT	Water Service 10/23	134.23
11/09/2023	38549	ELK GROVE AUTO GROUP	2023 DODGE RAM 1500 VIN#92605	42,812.23
11/09/2023	38550	EMP. MISC. REIMBURSEMENT	Travel Expense Reimbursement	429.76
11/09/2023	38551	EMP. MISC. REIMBURSEMENT	Mileage Reimbursement	23.58
11/09/2023	38552	FLEMING DISTRIBUTING CO.	Limited Slip Axle Additive - Stock	43.33
11/09/2023	38553	FRANCOTYP POSTALIA INC.	Postbase Meter Rental	93.15
11/09/2023	38554	GILLIG LLC	Parts and Supplies	3,006.82
11/09/2023	38555	HUNT & SONS INC	Fuel Purchases 10/15/23 - 10/31/23	332.91
11/09/2023	38556	LANGUAGE LINE SERVICES INC	Over the Phone Interpretation	8.75
11/09/2023	38557	MAG LANDSCAPING INC	Landscaping Maintenance - October 2023.	1,290.00
11/09/2023	38558	O'REILLY AUTO PARTS	Parts and Supplies	399.96
11/09/2023	38559	OPERATING ENGINEERS LOCAL UNION #3	Union Dues November 2023	1,083.00
11/09/2023	38560	PACIFIC GAS & ELECTRIC	Electric Service 10/23	2,641.49
11/09/2023	38561	RON DUPRATT FORD	Refrigeration Lubricant - Stock	825.77
11/09/2023	38562	RTS IT INC	Microsoft Office Software for QuickBooks	2,952.00
11/09/2023	38563	SPECIAL DISTRICT RISK MANAGEMENT AUTH	EAP Benefits December 2023	159.36
11/09/2023	38564	THE AFTERMARKET PARTS CO LLC	Parts and Supplies	3,901.09
11/09/2023	38565	TRUE VALUE HARDWARE	Parts and Supplies	462.05
11/09/2023	38566	VERIZON WIRELESS	Cellular Service October 2023	1,861.84
11/09/2023	38567	ZEP MANUFACTURING CO.	Bus Cleaning Supplies	433.61
11/09/2023	38568	CRASH CHAMPIONS, LLC	VOID:	0.00
11/09/2023	38569	CRASH CHAMPIONS, LLC	Incident Repairs #2001	1,462.50
11/13/2023	EFT TRANS	CaIPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE NOV. 10, 2023	4,068.22
11/13/2023	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #23 CLASSIC	8,245.42
11/13/2023	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #23 PEPRA	11,497.73
11/14/2023	38570	ACC BUSINESS	Fiber Internet November 2023	85.87
11/14/2023	38571	CDW GOVERNMENT	Malwarebytes Business License	2,221.44
11/14/2023	38572	CRUSADER FENCE CO INC	Temporary Fence - Bass Lake Park & Ride	1,350.00
11/14/2023	38573	CUMMINS INC	Insite Annual Software Renewal	720.00
11/14/2023	38574	FEDEX	Overnight Mailing	28.72
11/14/2023	38575	KINETICO WATER OF PLACERVILLE	Drinking Water Service November 2023	42.90
11/14/2023	38576	MOTIVE ENERGY LLC	8D-1300 Batteries - Stock	851.24
11/14/2023	38577	ROUTEMATCH SOFTWARE LLC	Quarterly Support & Maintenance 10/01/23 - 12/31/23	17,248.80
11/14/2023	38578	SAFETY-KLEEN SYSTEMS INC	Disposal of Oily Solids	2,066.23
11/14/2023	38579	SMALL BUSINESS BENEFIT PLAN TRUST	Dental & Vision Premiums December 2023	3,541.60
11/14/2023	38580	STATE OF CA - DEPT OF JUSTICE	State & FBI Background Checks - October 2023	98.00
11/14/2023	38581	UMPQUA BANK	Reconciled Visa Charges	2,903.99
11/17/2023	38582	EDC COMMUNITY DEVELOPMENT SERVICES	PERMIT #0370438	909.50
11/27/2023	EFT TRANS	CaIPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE NOV. 22, 2023	4,063.61
11/27/2023	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #24 CLASSIC	8,112.25
11/27/2023	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #24 PEPRA	11,894.81
11/27/2023	38583	.ALLEN, CYNTHIA	MY RIDE - OCTOBER 2023	41.20
11/27/2023	38584	.BRACKETT, MICHELLE	MY RIDE - OCTOBER 2023	197.68
11/27/2023	38585	.BURNS, ROBERTA	MY RIDE - OCTOBER 2023	229.25
11/27/2023	38586	.CALDWELL, TISA	MY RIDE - OCTOBER 2023	188.51
11/27/2023	38587	.CAMP, BETTY J	MY RIDE - OCTOBER 2023	179.99
11/27/2023	38588	.CARPENTER, VICTORIA	MY RIDE - OCTOBER 2023	64.06

EL DORADO COUNTY TRANSIT AUTHORITY

Check Register

December 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
11/27/2023	38589	.CHRONISTER, RODNEY E	MY RIDE - OCTOBER 2023	229.25
11/27/2023	38590	.COOK, VAUGHAN	MY RIDE - OCTOBER 2023	229.25
11/27/2023	38591	.COOK, VERONICA	MY RIDE - OCTOBER 2023	458.50
11/27/2023	38592	.COOK, VICKI	MY RIDE - OCTOBER 2023	30.79
11/27/2023	38593	.COOPER, DEBBIE	MY RIDE - OCTOBER 2023	145.67
11/27/2023	38594	.CROZIER, EILEEN JEAN	MY RIDE - OCTOBER 2023	229.25
11/27/2023	38595	.DA COSTA, MONICA	MY RIDE - OCTOBER 2023	229.25
11/27/2023	38596	.DAVIS, JANET	MY RIDE - OCTOBER 2023	209.60
11/27/2023	38597	.DUPONT, MARTHA	MY RIDE - OCTOBER 2023	75.98
11/27/2023	38598	.EPPS, JOHNNA	MY RIDE - OCTOBER 2023	646.88
11/27/2023	38599	.FICKLIN, LINDA	MY RIDE - OCTOBER 2023	209.21
11/27/2023	38600	.FILIPPELLI, JEREMY	MY RIDE - OCTOBER 2023	19.65
11/27/2023	38601	.GOODRICH, ROBERT	MY RIDE - OCTOBER 2023	113.97
11/27/2023	38602	.GULARTE, LARA L	MY RIDE - OCTOBER 2023	229.25
11/27/2023	38603	.HEDGE, SAMANTHA	MY RIDE - OCTOBER 2023	229.25
11/27/2023	38604	.HENDRIX, SUSAN L.	MY RIDE - OCTOBER 2023	229.25
11/27/2023	38605	.HITCHCOCK, SANDRA	VOID: MY RIDE	0.00
11/27/2023	38606	.HUBBARD, DAWN E	MY RIDE - SEPT. & OCT. 2023	458.50
11/27/2023	38607	.KAMENA, DENISE	MY RIDE - OCTOBER 2023	329.99
11/27/2023	38608	.KURTZ, STORM	MY RIDE - OCTOBER 2023	217.46
11/27/2023	38609	.LAWSON, CATHERINE	MY RIDE - OCTOBER 2023	181.44
11/27/2023	38610	.LAWSON, GLENN	MY RIDE - OCTOBER 2023	47.16
11/27/2023	38611	.LUO, LONGBAO	MY RIDE - OCTOBER 2023	121.50
11/27/2023	38612	.MARTIN, LINA	MY RIDE - OCTOBER 2023	214.19
11/27/2023	38613	.MATZINGER, LINDA IOLEEN	MY RIDE - OCTOBER 2023	229.25
11/27/2023	38614	.MILLER, DOREENE ELIZABETH	MY RIDE - OCTOBER 2023	229.25
11/27/2023	38615	.NUNEZ, FERNANDO	MY RIDE - OCTOBER 2023	229.25
11/27/2023	38616	.RASLEAR, BARBARA	MY RIDE - OCTOBER 2023	98.25
11/27/2023	38617	.ROGERS, TIMOTHY ALTON	MY RIDE - OCTOBER 2023	22.66
11/27/2023	38618	.SAN VICENTE LAZO, GUILLERMO	MY RIDE - OCTOBER 2023	176.52
11/27/2023	38619	.SHANNON, SIOBHAN	MY RIDE - OCTOBER 2023	24.96
11/27/2023	38620	.SHAWHAN, CHARLES	MY RIDE - OCTOBER 2023	133.62
11/27/2023	38621	.SMITH, KAREN	MY RIDE - OCTOBER 2023	227.29
11/27/2023	38622	.THOMPSON, JULIE	MY RIDE - OCTOBER 2023	53.71
11/27/2023	38623	.TODD, JANET C	MY RIDE - OCTOBER 2023	528.85
11/27/2023	38624	.WAHLGREN, ANNETTE	MY RIDE - OCTOBER 2023	113.32
11/27/2023	38625	.WANG, YING	MY RIDE - OCTOBER 2023	110.96
11/27/2023	38626	.WARMAN, SHIELA	MY RIDE - OCTOBER 2023	160.80
11/27/2023	38627	.WEST, JASON	MY RIDE - OCTOBER 2023	197.81
11/27/2023	38628	.WOJAN, CYNTHIA	MY RIDE - OCTOBER 2023	185.10
11/27/2023	38629	.WOJAN, RONALD	MY RIDE - OCTOBER 2023	61.83
11/27/2023	38630	.WOODS, ELIZABETH	MY RIDE - OCTOBER 2023	229.25
11/27/2023	38631	.WORTHEN, DALE	MY RIDE - OCTOBER 2023	229.25
11/27/2023	38632	.LEONARD, DONALD CHRISTOPHER	VOID: MY RIDE	0.00
11/27/2023	38633	3D DATACOM	Troubleshoot EDH Park & Ride Camera	875.00
11/27/2023	38634	49ER LIVE SCAN	Live Scan Fingerprinting	21.00
11/27/2023	38635	ADM SCREENING	Consortium Services October 2023	775.00
11/27/2023	38636	AFLAC	Employee Paid Premiums - November 2023	879.64
11/27/2023	38637	CAL.NET	CCTV Camera Service December 2023	176.92
11/27/2023	38638	EDWARDS, STEVENS & TUCKER LLP	General Legal Services - October 2023	12,104.50
11/27/2023	38639	EMP. MISC. REIMBURSEMENT	Connect Card Funds Reimbursement	56.00
11/27/2023	38640	.LEONARD, DONALD CHRISTOPHER	MY RIDE - OCTOBER 2023	163.16
11/27/2023	38641	EMP. MISC. REIMBURSEMENT	Meal Reimbursement	26.00
11/27/2023	38642	MOUNTAIN DEMOCRAT INC	Recruitment Advertising for Fiscal Tech.	400.00

EL DORADO COUNTY TRANSIT AUTHORITY
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Date	Num	Name	Memo	Amount
11/27/2023	38643	PROTELESIS	Phone System Elevate Subscription November 2023	707.26
11/27/2023	38644	QUILL LLC	Filing Folders, Binder Clips, Stapler, Pens, Toner	225.60
11/27/2023	38645	SUN LIFE FINANCIAL	December 2023 Group Life & LTD Benefits	2,262.06
11/27/2023	38646	VISUAL EDGE IT, INC.	Monthly Copy Charges 10/22/23 - 11/21/23	355.36
11/27/2023	38647	WESTERN CONTRACT FURNISHERS OF SAC	Bookshelves & Laterals	2,527.84
11/27/2023	38648	SUN LIFE FINANCIAL	Supplemental Life Benefit Nov. - Dec.2023	704.20
12/04/2023	EDT TRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	Health Premium - December 2023	43,772.24
12/06/2023	38649	4IMPRINT INC	Thermal Knit Beanies	636.65
12/06/2023	38650	ACCESS SYSTEMS INC	Velocity Software Support Agreement Renewal	899.00
12/06/2023	38651	ARNOLDS FOR AWARDS INC	Acrylic Plaque, EOM Name Plates	273.61
12/06/2023	38652	AT&T	Monthly Utilities	548.69
12/06/2023	38653	AUTOZONE INC	Parts and Supplies	252.43
12/06/2023	38654	BUS & EQUIPMENT REPAIR OF CA	Parts and Supplies	893.44
12/06/2023	38655	C & H MOTOR PARTS	Parts and Supplies	589.51
12/06/2023	38656	CAPITOL CLUTCH & BRAKE INC	Parts and Supplies	881.54
12/06/2023	38657	COMMERCE WAY SMOG & SERVICE	Smog Checks	279.80
12/06/2023	38658	D&K AUTO GLASS	Chip Repairs	855.00
12/06/2023	38659	DANTEC ASSOCIATES	Short-Range Transit Plan Update	28,620.00
12/06/2023	38660	DAWSON OIL	Fuel Purchases - November 2023	49,200.78
12/06/2023	38661	EDC HHSA-PUBLIC HEALTH DIVISION	TB Evaluations (3)	108.00
12/06/2023	38662	EL DOB ENTERPRISES LLC	Fleet Vehicle Tires	5,520.59
12/06/2023	38663	EL DORADO DISPOSAL SERVICE	Disposal Service 11/23	418.27
12/06/2023	38664	EL DORADO IRRIGATION DISTRICT	Water Service 10/23	2,025.57
12/06/2023	38665	EMP. MISC. REIMBURSEMENT	Pants Reimbursement	40.71
12/06/2023	38666	FASTENAL	Parts and Supplies	1,416.43
12/06/2023	38667	FEDEX	Overnight Priority Mailing	22.57
12/06/2023	38668	FLEMING DISTRIBUTING CO.	Fuel Cleaner & Slip Axle Additive	299.87
12/06/2023	38669	FOLSOM LAKE DODGE	Parts and Supplies	1,741.91
12/06/2023	38670	GILLIG LLC	Parts and Supplies	3,311.73
12/06/2023	38671	GLOBAL DATA VAULT LLC	Monthly Recovery Back Up Service November 2023	330.00
12/06/2023	38672	GWP HOLDINGS LLC	Parts and Supplies	5,971.42
12/06/2023	38673	KIMBALL MIDWEST	Parts and Supplies	284.64
12/06/2023	38674	MAG LANDSCAPING INC	Landscaping Maintenance - November 2023	1,290.00
12/06/2023	38675	MISSION UNIFORM SERVICE	Uniforms, Towels, & Mats Service	666.80
12/06/2023	38676	NAPA AUTO PARTS	Parts and Supplies	46.26
12/06/2023	38677	NORCAL SPIT SHINE LLC	Vehicle Interior Sanitation (30 Vehicles)	4,250.00
12/06/2023	38678	O'REILLY AUTO PARTS	Parts and Supplies	136.48
12/06/2023	38679	OPERATING ENGINEERS PUBLIC & MISC	January 2024 Medical Premiums	38,602.00
12/06/2023	38680	PACIFIC GAS & ELECTRIC	Electric Service 11/23	933.52
12/06/2023	38681	PEST CONTROL CENTER INC	Pest Control Service - Admin. Building	65.00
12/06/2023	38682	QUILL LLC	Misc. Office Supplies	766.76
12/06/2023	38683	ROBERTS & COMPANY INC	CPA Services - November 2023	870.00
12/06/2023	38684	RON DUPRATT FORD	Parts and Supplies	185.90
12/06/2023	38685	RTS IT INC	ITCare Gold Service Plan - December 2023	5,070.00
12/06/2023	38686	SAFETY-KLEEN SYSTEMS INC	Disposal of Oily Solids	81.25
12/06/2023	38687	STRATUS BUILDING SOLUTIONS	Janitorial Services - December 2023	795.00
12/06/2023	38688	THE AFTERMARKET PARTS CO LLC	Parts and Supplies	3,182.42
12/06/2023	38689	TRUE VALUE HARDWARE	Parts and Supplies	102.86
12/06/2023	38690	VERIZON WIRELESS	Cellular Service November 2023	1,913.58
12/06/2023	38691	WASTE CONNECTIONS OF CA INC	Recycled Metal Disposal	21.00
12/06/2023	38692	WESTERN CONTRACT FURNISHERS OF SAC	Zody Replacement Seat	227.52
12/06/2023	38693	XEROX FINANCIAL SERVICES	Copier Lease & Property Tax	719.35
12/07/2023	38694	EDC RISK MANAGEMENT	Health Insurance December 2023	8,646.61
12/08/2023	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE DEC. 8, 2023	3,664.69
12/08/2023	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #25 CLASSIC	8,259.25
12/08/2023	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #25 PEPRA	12,523.88
12/20/2023	38695	.CAMP, BETTY J	MY RIDE - NOVEMBER 2023	229.25
12/20/2023	38696	.CARPENTER, VICTORIA	MY RIDE - NOVEMBER 2023	117.11
12/20/2023	38697	.CHRONISTER, RODNEY E	MY RIDE - NOVEMBER 2023	229.25
12/20/2023	38698	.COOK, VICKI	MY RIDE - NOVEMBER 2023	10.94
12/20/2023	38699	.COOPER, DEBBIE	MY RIDE - NOVEMBER 2023	46.77
12/20/2023	38700	.CROZIER, EILEEN JEAN	MY RIDE - NOVEMBER 2023	229.25
12/20/2023	38701	.DA COSTA, MONICA	MY RIDE - NOVEMBER 2023	229.25
12/20/2023	38702	.DAVIS, JANET	MY RIDE - NOVEMBER 2023	229.25
12/20/2023	38703	.DRACHMAN, JENNIFER	MY RIDE - NOVEMBER 2023	2.42

EL DORADO COUNTY TRANSIT AUTHORITY

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Date	Num	Name	Memo	Amount
12/20/2023	38704	.EPFS, JOHNNA	MY RIDE - NOVEMBER 2023	653.43
12/20/2023	38705	.FICKLIN, LINDA	MY RIDE - NOVEMBER 2023	195.78
12/20/2023	38706	.FILIPPELLI, JEREMY	MY RIDE - NOVEMBER 2023	85.61
12/20/2023	38707	.GALVAN, ELAINE M	MY RIDE - NOVEMBER 2023	70.74
12/20/2023	38708	.GOODRICH, ROBERT	MY RIDE - NOVEMBER 2023	161.13
12/20/2023	38709	.GULARTE, LARA L	MY RIDE - NOVEMBER 2023	229.25
12/20/2023	38710	.HEDGE, SAMANTHA	MY RIDE - NOVEMBER 2023	229.25
12/20/2023	38711	.HENDRIX, SUSAN L.	MY RIDE - NOVEMBER 2023	85.28
12/20/2023	38712	.HITCHCOCK, SANDRA	MY RIDE - OCT. & NOV. 2023	75.65
12/20/2023	38713	.KAMENA, DENISE	MY RIDE - NOVEMBER 2023	243.40
12/20/2023	38714	.KURTZ, STORM	MY RIDE - NOVEMBER 2023	229.25
12/20/2023	38715	.LAWSON, CATHERINE	MY RIDE - NOVEMBER 2023	184.06
12/20/2023	38716	.LAWSON, GLENN	MY RIDE - NOVEMBER 2023	64.85
12/20/2023	38717	.LEONARD, DONALD CHRISTOPHER	MY RIDE - NOVEMBER 2023	115.02
12/20/2023	38718	.LUO, LONGBAO	MY RIDE - NOVEMBER 2023	48.80
12/20/2023	38719	.LUSK, DEBRA SUE	MY RIDE - NOVEMBER 2023	144.10
12/20/2023	38720	.MARTIN, LINA	MY RIDE - NOVEMBER 2023	226.63
12/20/2023	38721	.MATZINGER, LINDA IOLEEN	MY RIDE - NOVEMBER 2023	149.01
12/20/2023	38722	.MILLER, DOREENE ELIZABETH	MY RIDE - NOVEMBER 2023	212.22
12/20/2023	38723	.NUNEZ, FERNANDO	MY RIDE - NOVEMBER 2023	229.25
12/20/2023	38724	.RASLEAR, BARBARA	MY RIDE - NOVEMBER 2023	67.47
12/20/2023	38725	.ROGERS, TIMOTHY ALTON	MY RIDE - NOVEMBER 2023	23.45
12/20/2023	38726	.SAN VICENTE LAZO, GUILLERMO	MY RIDE - NOVEMBER 2023	71.20
12/20/2023	38727	.SHAWHAN, CHARLES	MY RIDE - NOVEMBER 2023	192.57
12/20/2023	38728	.SMITH, KAREN	MY RIDE - NOVEMBER 2023	227.29
12/20/2023	38729	.THOMPSON, JULIE	MY RIDE - NOVEMBER 2023	45.20
12/20/2023	38730	.TODD, JANET C	MY RIDE - NOVEMBER 2023	466.75
12/20/2023	38731	.VALENCIA, ROCHELLE	MY RIDE - NOVEMBER 2023	54.37
12/20/2023	38732	.WAHLGREN, ANNETTE	MY RIDE - NOVEMBER 2023	45.85
12/20/2023	38733	.WARMAN, SHIELA	MY RIDE - NOVEMBER 2023	229.25
12/20/2023	38734	.WEST, JASON	MY RIDE - NOVEMBER 2023	100.87
12/20/2023	38735	.WOJAN, CYNTHIA	MY RIDE - NOVEMBER 2023	128.64
12/20/2023	38736	.WOJAN, RONALD	MY RIDE - NOVEMBER 2023	37.73
12/20/2023	38737	.WOODS, ELIZABETH	MY RIDE - NOVEMBER 2023	229.25
12/20/2023	38738	.WORTHEN, DALE	MY RIDE - NOVEMBER 2023	229.25
12/20/2023	38739	ACC BUSINESS	Fiber Internet - December 2023	85.87
12/20/2023	38740	ADM SCREENING	Consortium Services November 2023	485.00
12/20/2023	38741	AFLAC	Employee Paid Premiums - December 2023	879.64
12/20/2023	38742	AMERICAN HERITAGE LIFE INSURANCE CO	Employee Paid Premiums - November 2023	29.10
12/20/2023	38743	AT&T MOBILITY	Wireless Camera Service November 2023	184.92
12/20/2023	38744	CaIACT	2024 CaIACT Membership	1,120.00
12/20/2023	38745	CALIFORNIA SPECIAL DISTRICTS ASSOCIATION	2024 AMS Associate Member Membership Dues	1,715.00
12/20/2023	38746	CRASH CHAMPIONS, LLC	Incident Repairs #2002	5,950.57
12/20/2023	38747	EDWARDS, STEVENS & TUCKER LLP	General Legal Services - November 2023	2,508.00
12/20/2023	38748	EL DORADO IRRIGATION DISTRICT	Water Service 1123EDH	121.71
12/20/2023	38749	EMP. MISC. REIMBURSEMENT	Mileage & Parking Reimbursement	93.40
12/20/2023	38750	EMP. MISC. REIMBURSEMENT	Pants Reimbursement	50.00
12/20/2023	38751	EMP. MISC. REIMBURSEMENT	Connect Card Cash Purse Reimbursement	9.50
12/20/2023	38752	FEDEX	FedEx Priority Overnight	35.15
12/20/2023	38753	INIT INNOVATIONS IN TRANSPORTATION INC	Connect Card Equipment - Ford Transit Van	4,628.00
12/20/2023	38754	KINETICO WATER OF PLACERVILLE	Drinking Water Service December 2023	42.90
12/20/2023	38755	LANGUAGE LINE SERVICES INC	Over the Phone Interpretation November 2023	22.50
12/20/2023	38756	LSC TRANSPORTATION CONSULTANTS INC	EDH Park & Ride Master Plan	6,040.00
12/20/2023	38757	MOUNTAIN DEMOCRAT INC	Recruitment Ads	880.00
12/20/2023	38758	OPERATING ENGINEERS LOCAL UNION #3	Union Dues December 2023	1,083.00
12/20/2023	38759	PACIFIC GAS & ELECTRIC	Electric Service 11/23	2,942.98
12/20/2023	38760	PROTELESIS	Phone System Elevate Subscription December 2023	711.27
12/20/2023	38761	SMALL BUSINESS BENEFIT PLAN TRUST	Dental & Vision Premiums January 2024	4,026.30
12/20/2023	38762	SPECIAL DISTRICT RISK MANAGEMENT AUTH	EAP January 2023	162.68
12/20/2023	38763	STATE OF CA - DEPT OF JUSTICE	Background Checks November 2023	49.00
12/20/2023	38764	SUN LIFE FINANCIAL	January 2024 Group Life & LTD Benefits	1,717.66
12/20/2023	38765	UMPQUA BANK	Reconciled Visa Charges	3,775.85
12/20/2023	38766	WESTERN CONTRACT FURNISHERS OF SAC	Furniture for Maintenance	10,643.17
12/20/2023	38767	.ALLEN, CYNTHIA	MY RIDE - NOVEMBER 2023	31.70
12/20/2023	38768	.BRACKETT, MICHELLE	MY RIDE - NOVEMBER 2023	229.25
12/20/2023	38769	.BURNS, ROBERTA	MY RIDE - NOVEMBER 2023	229.25
12/20/2023	38770	.CALDWELL, TISA	MY RIDE - NOVEMBER 2023	166.70

EL DORADO COUNTY TRANSIT AUTHORITY

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December 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
12/21/2023	38771	OPERATING ENGINEERS PUBLIC & MISC	January 2023 Medical Premiums	37,535.00
12/22/2023	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE DEC. 22, 2023	3,815.71
12/22/2023	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #26 CLASSIC	8,261.37
12/22/2023	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #26 PEPRA	12,047.73
12/22/2023	38772	OPERATING ENGINEERS PUBLIC & MISC	January 2024 Coverage	3,124.00
				<u>867,512.00</u>
			Total	<u>867,512.00</u>

AGENDA ITEM 1 C
Consent Item

MEMORANDUM

DATE: February 1, 2024
TO: El Dorado County Transit Authority
FROM: Erik Bergren, Planning and Marketing Manager
SUBJECT: November and December 2023 Ridership Reports

REQUESTED ACTION:

BY MOTION,

Receive and file the November and December 2023 Ridership Reports

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

For the months of November and December 2023, ridership across all three (3) modes of service continued to trend up. Fiscal Year-to-date ridership was up 20.0% overall.

The attached November 2023 Ridership Report compares systemwide monthly passenger trips to the same period in the previous fiscal year. Overall ridership increased by 26.5% compared to the previous year. Demand Response ridership increased by 61.0%, Local Fixed Route ridership increased by 24.9%, and Commuter ridership increased by 6.1%.

The attached December 2023 Ridership Report compares systemwide monthly passenger trips to the same period in the previous fiscal year. Overall ridership increased by 15.8% compared to the previous year. Demand Response ridership increased by 50.5%, Local Fixed Route ridership increased by 10.1%, and Commuter ridership increased by 5.1%.

The attached Fiscal Year-to-Date Ridership Report compares the current fiscal year to the same period in the previous four (4) fiscal years to analyze pre-Covid and current ridership trends.

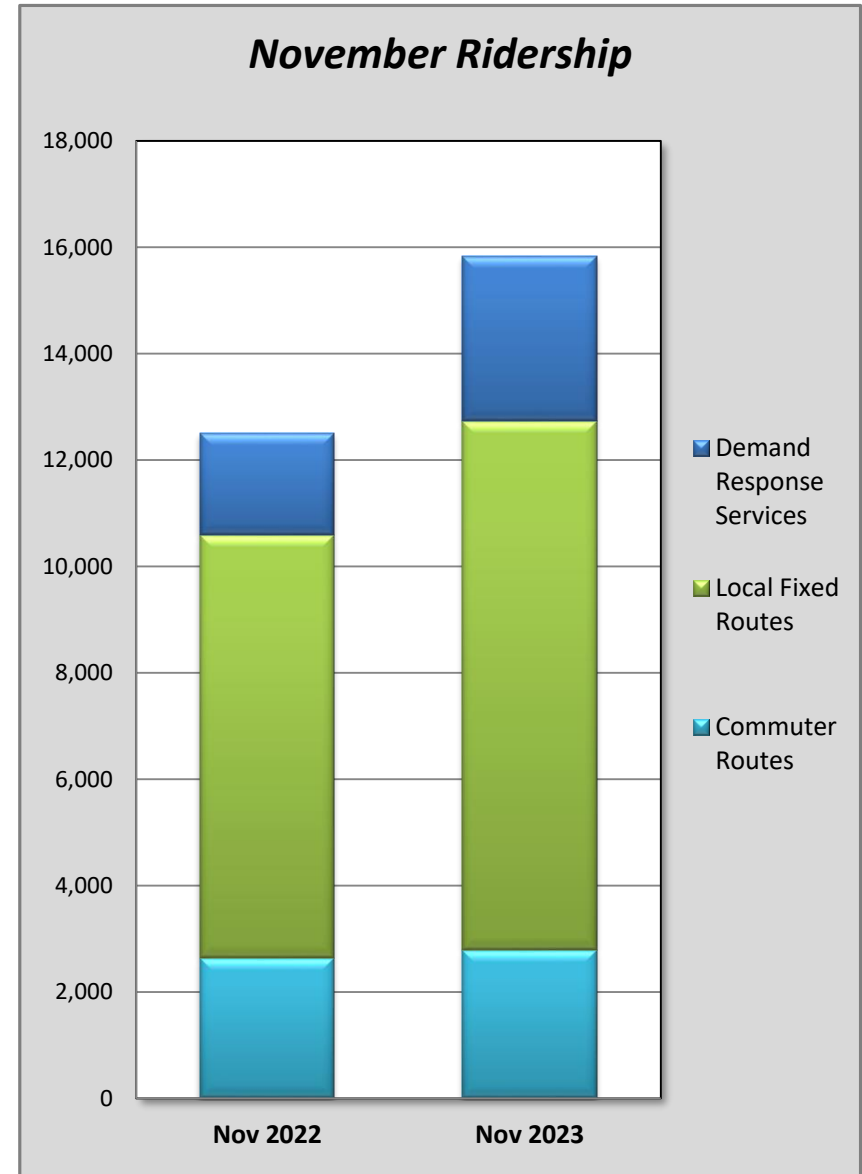
November 2023 Ridership Report

Demand Response Services	Nov 2022	Nov 2023	% Change
Dial-a-Ride	652	965	48.0%
Sac-Med	27	35	29.6%
ADA Paratransit	209	261	24.9%
M.O.R.E.*	537	710	32.2%
Senior Day Care*	0	0	0.0%
My Ride	505	1,137	125.1%
Total Demand Response	1,930	3,108	61.0%

Local Fixed Routes	Nov 2022	Nov 2023	% Change
20 - Placerville	1,632	1,274	-21.9%
25 - Saturday Express	0	166	100.0%
30 - Diamond Springs	1,090	1,185	8.7%
35 - Diamond Springs Saturday	0	63	100.0%
40 - Cameron Park	947	1,150	21.4%
50x - 50 Express	3,176	4,586	44.4%
60 - Pollock Pines	1,104	1,507	36.5%
Total Local Fixed Routes	7,949	9,931	24.9%

Commuter Routes	Nov 2022	Nov 2023	% Change
Sacramento Commuter	1,772	1,969	11.1%
Reverse Commuter	12	48	300.0%
Sacramento/Tahoe Connector	849	776	-8.6%
Total Commuter Routes	2,633	2,793	6.1%

	Nov 2022	Nov 2023	% Change
Systemwide	12,512	15,832	26.5%
Passengers per Revenue Hour	4.6	4.5	-3.0%



*Contracted Services - Ridership Determined by Client Enrollment

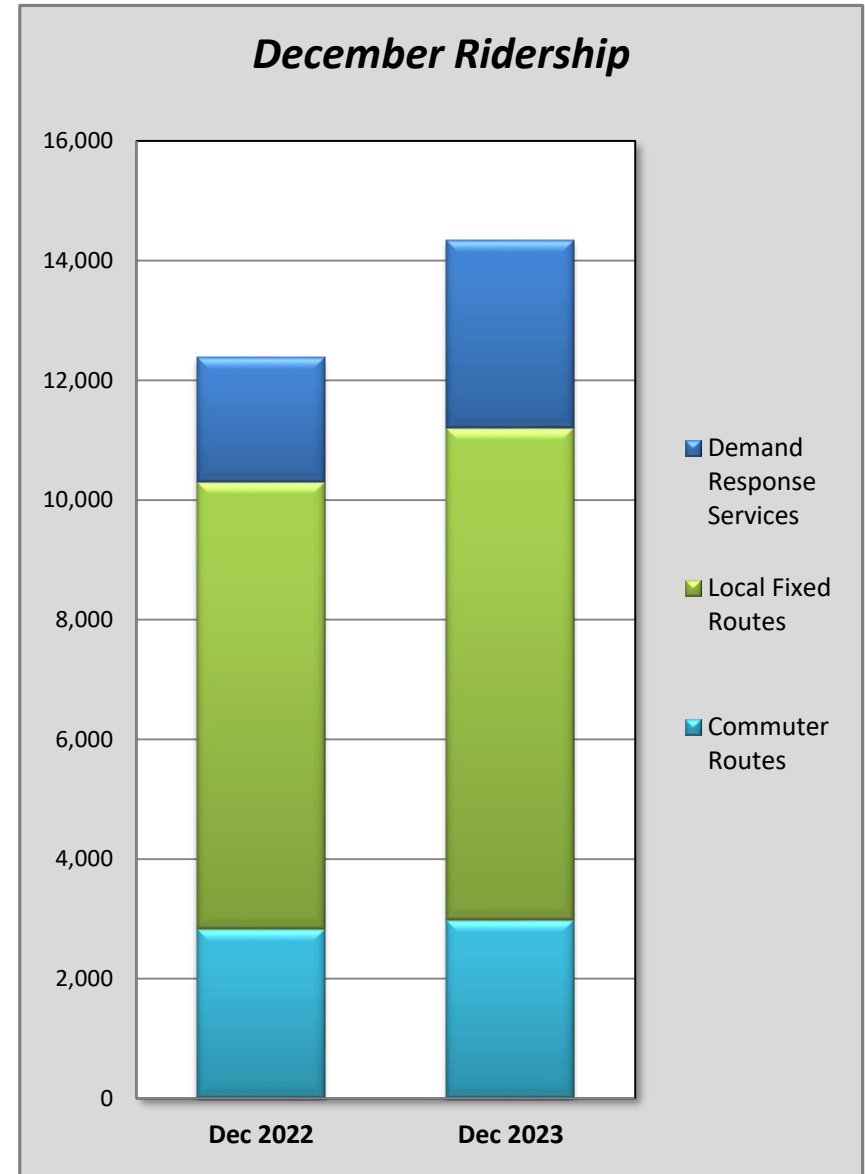
December 2023 Ridership Report

Demand Response Services	Dec 2022	Dec 2023	% Change
Dial-a-Ride	696	960	37.9%
Sac-Med	26	34	30.8%
ADA Paratransit	248	205	-17.3%
M.O.R.E.*	567	709	25.0%
Senior Day Care*	0	0	0.0%
My Ride	551	1,235	124.1%
Total Demand Response	2,088	3,143	50.5%

Local Fixed Routes	Dec 2022	Dec 2023	% Change
20 - Placerville	1,188	1,155	-2.8%
25 - Saturday Express	0	301	100.0%
30 - Diamond Springs	939	926	-1.4%
35 - Diamond Springs Saturday	0	88	100.0%
40 - Cameron Park	1,049	907	-13.5%
50x - 50 Express	3,206	3,724	16.2%
60 - Pollock Pines	1,084	1,122	3.5%
Total Local Fixed Routes	7,466	8,223	10.1%

Commuter Routes	Dec 2022	Dec 2023	% Change
Sacramento Commuter	1,709	1,554	-9.1%
Reverse Commuter	19	75	294.7%
Sacramento/Tahoe Connector	1,102	1,344	22.0%
Total Commuter Routes	2,830	2,973	5.1%

	Dec 2022	Dec 2023	% Change
Systemwide	12,384	14,339	15.8%
Passengers per Revenue Hour	4.1	4.1	2.4%



*Contracted Services - Ridership Determined by Client Enrollment

Fiscal Year-to-Date Ridership Report

July - December

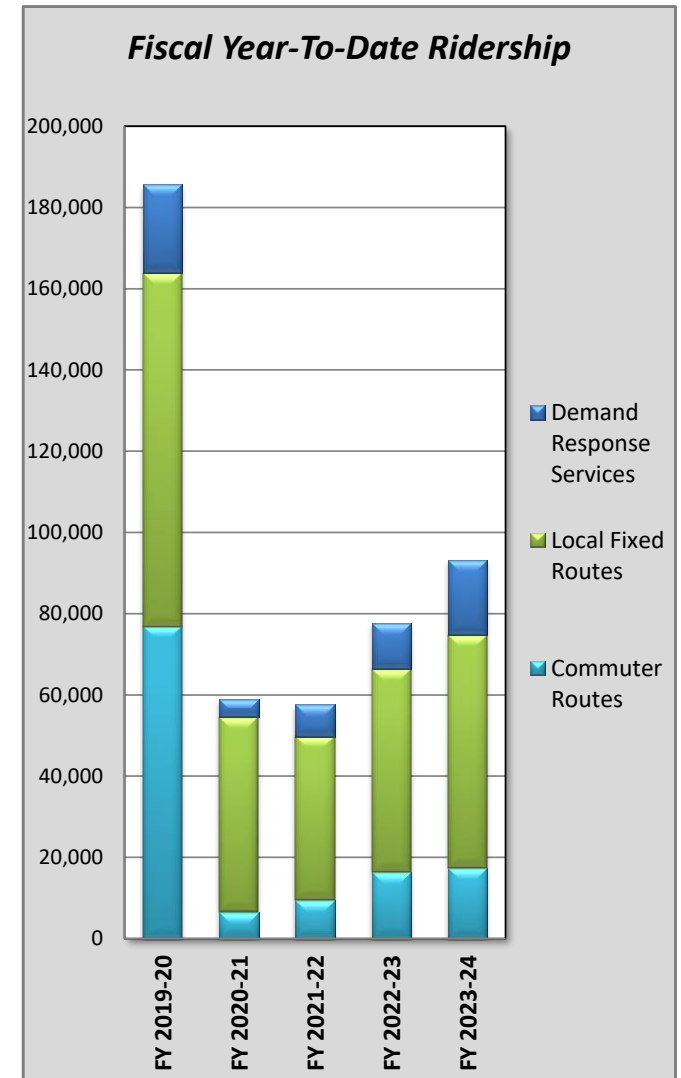


Demand Response Services	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	% Year Change
Dial-a-Ride	7,851	2,954	1,348	4,441	6,307	42.0%
Sac-Med	163	104	184	118	214	81.4%
ADA Paratransit	313	831	3,415	1,364	1,415	3.7%
M.O.R.E.*	10,947	572	2,897	3,430	4,202	22.5%
Senior Day Care*	2,444	0	0	0	0	0.0%
My Ride	0	0	0	2,001	6,453	222.5%
Total Demand Response	21,718	4,461	7,844	11,354	18,591	63.7%

Local Fixed Routes	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	% Year Change
20 - Placerville	21,137	6,875	5,919	8,275	7,949	-3.9%
25 - Saturday Express	2,529	1,734	1,632	0	923	100.0%
30 - Diamond Springs	13,813	5,251	4,460	6,493	6,576	1.3%
35 - Diamond Springs Saturday	747	516	496	0	335	100.0%
40 - Cameron Park	7,911	5,507	4,931	6,156	6,265	1.8%
50x - 50 Express	21,561	18,993	16,613	20,693	26,552	28.3%
60 - Pollock Pines	19,473	9,151	6,216	8,286	8,565	3.4%
Total Local Fixed Routes	87,171	48,027	40,267	49,903	57,165	14.6%

Commuter Routes	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	% Year Change
Sacramento Commuter	76,313	6,444	6,850	11,097	11,928	7.5%
Reverse Commuter	456	42	68	105	266	153.3%
Sacramento/Tahoe Connector	0	0	2,554	5,208	5,288	1.5%
Total Commuter Routes	76,769	6,486	9,472	16,410	17,482	6.5%

	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	% Year Change
Systemwide	185,658	58,974	57,583	77,667	93,238	20.0%
Passengers per Revenue Hour	7.3	3.7	3.3	4.5	4.2	-4.9%



*Contracted Services - Ridership Determined by Client Enrollment

AGENDA ITEM 1 D
Consent Item

MEMORANDUM

DATE: February 1, 2024

TO: El Dorado County Transit Authority

FROM: Erik Bergren, Planning and Marketing Manager

SUBJECT: Authorizing Resolutions for Federal Transit Administration Funding Programs

REQUESTED ACTION:
BY MOTION,

- 1. Adopt Resolution No. 24-01 Authorizing the Executive Director to File Applications for Federal Transit Administration Sections 3005, 3006, 3019, 5307, 5309, 5312, 5314, 5329, 5337 and 5339 Funding Programs**
- 2. Adopt Resolution No. 24-02 Authorizing the Executive Director to File Application specific to the Federal Transit Administration Section 5311 Grant Program**
- 3. Adopt Resolution No. 24-03 Authorizing the Executive Director to File Application specific to the Federal Transit Administration Section 5310 Grant Program**

BACKGROUND

Competitive and formulaic grant funding is available for transit operations and capital assistance through the Federal Transit Administration (FTA). FTA grant applications require a Board adopted resolution authorizing an agency representative to file the grant applications and to execute all documents/contracts resulting from the applications.

FTA Section 5307 funds are available to the El Dorado County Transit Authority (El Dorado Transit) to support services in designated urban areas of the county. This funding program is competitive within the Sacramento Area Council of Governments (SACOG) region and fund use is restricted to capital purchases, preventive maintenance, and Americans with Disabilities Act (ADA) related services in limited circumstances.

FTA Section 5310 provides capital funding to assist in providing transportation services meeting the special needs of the elderly and persons with disabilities. El Dorado Transit has been successful in securing capital grant funding in fourteen (14) cycles of this program. Typically, these funds have been used to replace demand response buses and minivans that have reached or exceeded their useful life but may be used for dispatching software as well.

FTA Section 5311 provides Federal grants, made through states, 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. El Dorado Transit typically receives funds under the formula program for operating assistance and/or capital projects.

FTA Sections 5309 and 5339 provide Federal grants to replace or rehabilitate buses and related equipment and to construct bus related facilities.

FTA Section 5312 is for innovative research and reporting while FTA Section 5314 is for workforce development and technical assistance. FTA Section 5329 is to support the development of Public Transportation Safety Programs. FTA Sections 3005 and 3006 support expedited project delivery and Innovative Coordinated Access & Mobility.

Adoption of these three (3) resolutions will allow staff to pursue grant funding in a timely manner based on the various program's deadlines. The El Dorado Transit Board will be given the opportunity to consider any associated budget and/or reporting issues associated with funding the individual projects.

DISCUSSION

Per the Joint Exercise of Powers Agreement of the El Dorado County Transit Authority, April 29, 2008, Section 11.3, *“The EDCTA shall actively seek maximum utilization of Federal, State, and other available revenues which shall be applied towards such operating and capital expenditures in determining what local funding requirements shall be.”*

Adoption of these resolutions will allow agency staff to move forward and consider grant funding that supports adopted capital and operating plans.

FISCAL IMPACT

FTA grant program allocations and/or awards vary on an annual basis. All applications that require matching funds or budgetary consideration are submitted to the El Dorado Transit Board for approval either individually or through the Operating or Capital budget approval process.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 24-01**

RESOLUTION OF THE BOARD OF DIRECTORS OF
THE EL DORADO COUNTY TRANSIT AUTHORITY
AUTHORIZING THE EXECUTIVE DIRECTOR TO FILE FEDERAL TRANSIT
ADMINISTRATION (FTA) SECTIONS 3005, 3006, 3019, 5307, 5309, 5310, 5311, 5312, 5314,
5329, 5337 AND 5339 FUNDS

BE IT HEREBY RESOLVED AND ORDERED, that the Executive Director of the El Dorado County Transit Authority (El Dorado Transit) is hereby authorized and directed to file applications for funds under the Federal Transportation Administration Sections 3005, 3006, 3019, 5307, 5309, 5310, 5311, 5312, 5314, 5329, 5337 and 5339 on behalf of El Dorado Transit with the United States Department of Transportation, relative to the expenditure of funds for transit operating and capital assistance to provide transit services in El Dorado County and other jurisdictions, and to do and perform everything necessary to carry out the purpose of this resolution;

BE IT FURTHER RESOLVED, that the Executive Director or his/her designated representative shall be authorized to execute all documents resulting from these Applications.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board held on the 1st day of February 2024, by the following vote of said Board:

AYES: NOES: ABSTAIN: ABSENT:

El Dorado County Transit Authority Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 24-02**

RESOLUTION OF THE BOARD OF DIRECTORS OF
THE EL DORADO COUNTY TRANSIT AUTHORITY
AUTHORIZING THE FEDERAL FUNDING UNDER FTA SECTION 5311 (49 U.S.C.
SECTION 5311) WITH CALIFORNIA DEPARTMENT OF TRANSPORTATION

WHEREAS, the U.S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital/operating assistance projects for non-urbanized public transportation systems under Section 5311 of the Federal transit Act (FTA C 9040.1F and FTA C 9050.1); and

WHEREAS, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5311 grants for transportation projects for the general public for the rural transit and intercity bus; and

WHEREAS, the El Dorado County Transit Authority desires to apply for said financial assistance to permit operation of service/purchase of capital equipment in El Dorado County; and

WHEREAS, the El Dorado County Transit Authority has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies).

NOW, THEREFORE BE IT RESOLVED AND ORDERED that the Board of Directors does hereby authorize the Executive Director of the El Dorado County Transit Authority to file and execute applications to aid in the financing of capital/operating assistance projects pursuant to Section 5311 of the Federal Transit Act (**FTA C 9040.1F and FTA C 9050.1**) as amended.

That the Executive Director is authorized to execute and file all certification of assurances, contracts or agreements or any other document required by the Department.

That the Executive Director is authorized to provide additional information as the Department may require in connection with the application of the Section 5311 projects.

That the Executive Director is authorized to submit and approve request for reimbursement of funds from the Department for the Section 5311 project(s).

BE IT FURTHER RESOLVED, that the Executive Director or his/her designated representative shall be authorized to execute all documents resulting from these Applications.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board held on the 1st day of February 2024, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

El Dorado County Transit Authority Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 24-03**

RESOLUTION OF THE BOARD OF DIRECTORS OF
THE EL DORADO COUNTY TRANSIT AUTHORITY
AUTHORIZING THE FEDERAL FUNDING UNDER FTA SECTION 5310 (49 U.S.C.
SECTION 5310) WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION

WHEREAS, the U.S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital projects for public transportation systems under Section 5310 of the Federal Transit Act (FTA C 9070.1G); and

WHEREAS, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5310 grants for transportation projects for seniors and individuals with disabilities; and

WHEREAS, the El Dorado County Transit Authority (El Dorado Transit) desires to apply for said financial assistance to permit operation of paratransit service in the Western Slope of El Dorado County; and

WHEREAS, El Dorado Transit has, to the maximum extent feasible, coordinated with other transportation providers and users in the region.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, that El Dorado Transit does hereby authorize the Executive Director or his/her designated representative to file and execute applications on behalf of El Dorado Transit with the Department to aid in the financing of capital projects pursuant to Section 5310 of the Federal Transit Act (FTA C 9070.1G), as amended.

That the Executive Director or his/her designated representative is authorized to execute and file all certifications of assurances, contracts or agreements or any other document required by the Department.

That the Executive Director or his/her designated representative is authorized to provide additional information as the Department may require in connection with the application for Section 5310 projects.

That the Executive Director or his/her designated representative is authorized to submit and approve requests for reimbursement of funds from the Department for the Section 5310 project/s.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board held on the 1st day of February 2024, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

El Dorado County Transit Authority Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

AGENDA ITEM 1 E
Consent Item

MEMORANDUM

DATE: February 1, 2024
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Blanket Purchase Order Revisions for Fiscal Year 2023/24

REQUESTED ACTION:
BY MOTION,

**Approve Revised Blanket Purchase Orders above \$25,000 for
Fiscal Year 2023/24**

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) Purchasing Procedures and the Joint Powers Agreement establishing El Dorado Transit require Board approval for Purchase Orders over \$25,000 and Purchase Requisitions over \$5,000.

At the mid-year point of operations, staff evaluates the financial position of El Dorado Transit including a review of purchase orders needing adjustments for the remaining six (6) months of service. Typically, these purchase order adjustments are presented for consideration at the regularly scheduled Board meeting in February of each fiscal year.

DISCUSSION

The following six (6) BPO's are for fleet vehicle maintenance and Legal Counsel. The requested action will provide for these products for the remainder of the fiscal year.

Purchase Order B29043 – Crash Champion, LLC.

5040.06	Maintenance - Incident Repairs	\$ 25,000	\$ 50,000
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Purchase Order B29007 – Dawson Oil Company

5040.01	Fuel Purchases	\$ 600,000	\$ 800,000
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Purchase Order B29008 – Edwards, Stevens & Tucker, LLP

5030.00	Professional Services	\$ 60,000	\$ 120,000
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<i>Purchase Order B29009 – EL DOB Enterprises, LLC</i>			
5040.02	Tires & Tubes	\$ 95,000	\$ 125,000

<i>Purchase Order B29012 – GWP Holdings, LLC.</i>			
5040.00	Maintenance – vehicles/equipment	\$ 90,000	\$ 115,000

<i>Purchase Order B29022 – RouteMatch Software</i>			
5090.06	Service Contract/Equipment	\$ 70,000	\$ 80,000

Health Premiums and enrollment changes take effect at the beginning of each calendar year.

<i>Purchase Order B29007 – El Dorado County Risk Management</i>			
5020.02	Health Insurances	\$ 65,000	\$ 135,000

FISCAL IMPACT

The increase of these blanket purchase orders is incorporated within the proposed Mid-Year Budget Adjustments included in a separate agenda item.

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

REVISED 02/01/24

PURCHASE ORDER NO. B29043

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/23

ACCOUNT: 5040.06

CLASS: 110

TO: CRASH CHAMPIONS, LLC
 521 TRUCK STREET
 PLACERVILLE, CA 95667

SHIP & INVOICE TO:

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Don Hinshaw

Vendor Phone No: (530) 622-7588

Fax No:

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		COLLISION REPAIR FOR FLEET VEHICLES AS NEEDED FOR FISCAL YEAR 07/01/23 THROUGH 06/30/24		NOT TO EXCEED: \$50,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$50,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$50,000.0
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

REVISED 02/01/24

PURCHASE ORDER NO. B29007

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/23

ACCOUNT: 5040.01 CLASS: 110
 ACCOUNT: 5040.80 CLASS: 100
 ACCOUNT: VARIOUS CLASS: VARIOUS

TO: DAWSON OIL COMPANY
 PO BOX 360
 ROCKLIN, CA 95677

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Ashley

Vendor Phone No: (530) 642-2681

Fax No:

PROMISED DELIVERY DATE		TERMS: NET 10th OF THE MONTH		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		FUEL PURCHASES AND DIESEL EXHAUST FLUID AND ADDITIVES FOR TRANSIT FLEET VEHICLES FOR FISCAL YEAR 07/01/2023 THROUGH 06/30/2024		NOT TO EXCEED \$800,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$800,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE \$800,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY

**6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383**

REVISED 02/01/24

PURCHASE ORDER NO. B29008

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/23

ACCOUNT: 5030 CLASS: 125, 600
ACCOUNT: VARIOUS

TO: EDWARDS, STEVENS AND TUCKER, LLP
333 UNIVERSITY AVENUE, STE. 200
SACRAMENTO, CA 95825

SHIP & INVOICE TO:
**EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454**

Contact: Brooke

Vendor Phone No: (916) 565-7697

Fax No:

PROMISED DELIVERY DATE	TERMS: NET 30
	F.O.B. DESTINATION

QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PROFESSIONAL LEGAL SERVICES FOR FISCAL YEAR 07/01/23 THROUGH 06/30/24		NOT TO EXCEED \$120,000.00

I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT	SUBTOTAL	\$120,000.00
	SHIPPING	
	SALES TAX	
	TOTAL	NTE \$120,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

REVISED 02/01/24

PURCHASE ORDER NO. B29009

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/23

ACCOUNT: 5040.02 CLASS: 110

TO: EL DOB ENTERPRISES LLC
 659 MAIN STREET
 PLACERVILLE, CA 95667

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Geoff Bodle

Vendor Phone No: (530) 622-4714

Fax No: (530) 622-5345

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		TIRES FOR FLEET VEHICLES ON AN AS NEEDED BASIS FOR FISCAL YEAR 07/01/23 THROUGH 06/30/24 ALL PRICING THROUGH THE STATE OF CALIFORNIA (SEE ATTACHED)		NOT TO EXCEED: \$125,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$125,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$125,000.00
PURCHASING AGENT				

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

REVISED 02/01/24

PURCHASE ORDER NO. B29012

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/23

ACCOUNT: 5040

CLASS: 110

TO: GWP HOLDINGS LLC
 PO BOX 35144 #1022
 SEATTLE, WA 98124-5144

SHIP & INVOICE TO:

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: John Blazevic

Vendor Phone No: (916) 441-6151

Fax No: (916) 444-9932

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PARTS AND SUPPLIES FOR FLEET VEHICLE MAINTENANCE ON AN AS NEEDED BASIS FOR 07/01/23 THROUGH 06/30/24		NOT TO EXCEED \$115,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT			SUBTOTAL	\$115,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE \$115,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

REVISED 02/01/24

PURCHASE ORDER NO. B29022

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/23

ACCOUNT: VARIOUS CLASS: 125

TO: ROUTEMATCH SOFTWARE LLC
 PO BOX 743038
 LOS ANGELES, CA 90074-3038

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Teague Kirkpatrick

Vendor Phone No: (404) 876-5160

Fax No: (404) 898-1145

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		ALL ANNUAL FEES MAINTENANCE AND LICENSE FEES ASSOCIATED WITH SOFTWARE FOR DISPATCH FOR FISCAL YEAR 07/01/23 THROUGH 06/30/24		NOT TO EXCEED: \$80,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$80,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$80,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

REVISED 02/01/24

PURCHASE ORDER NO. B29007

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/23

ACCOUNT: 5020.02 CLASS: 125

TO: EL DORADO COUNTY
 RISK MANAGEMENT
 330 FAIR LANE
 PLACERVILLE, CA 95667

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact:

Vendor Phone No: (530) 621-5568

Fax No:

PROMISED DELIVERY DATE	TERMS: NET 30
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	F.O.B. DESTINATION
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QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		EL DORADO COUNTY PROVIDED HEALTH INSURANCE PLAN TO INCLUDE; MEDICAL, DENTAL, CHIROPRACTIC, AND VISION COVERAGE OPTION FOR TRANSIT DRIVERS FOR FISCAL YEAR 07/01/23 THROUGH 06/30/24 NOTE: PURCHASE ORDER REFLECTS TOTAL PREMIUM CHARGED. EDCTA ACTUAL COST IS REDUCED BY PAYROLL DEDUCTION OF EMPLOYEE PORTION.		NOT TO EXCEED \$135,000.00

I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.	SUBTOTAL	\$135,000.00
	SHIPPING	
	SALES TAX	
	TOTAL	NTE \$135,000.00

PURCHASING AGENT

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

AGENDA ITEM 1 F
Consent Item

MEMORANDUM

DATE: February 1, 2024
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Funding Recommendation for Operating Reserve Fund

REQUESTED ACTION:

BY MOTION,

**Approve funding Operating Reserve utilizing Advertising and
Miscellaneous revenue accounts for Fiscal Year 2023/24**

BACKGROUND

On August 4, 2011, the El Dorado County Transit Authority (El Dorado Transit) adopted resolution 11-26 establishing a Board-Designated Operating Reserve Policy and resolution 11-27 establishing a designated target level for funding the operating reserve fund.

On April 5, 2018, the Board adopted Resolution No. 18-16 reducing the target level of funding to \$1,000,000.00 using a blended method of \$500,000 held by the El Dorado County Transportation Commission (EDCTC) and the balance held by El Dorado Transit. EDCTC increased the funds held to \$750,000 in FY 2021/22.

On April 6, 2023, the Board approved Resolution 23-13 designating an Operating Reserve Fund target of \$250,000 for El Dorado Transit; funded annually with available non-operating income. Combined with increases made to the reserve amount now held by EDCTC of \$2,000,000, a total target of \$2,250,000 has been established. As of this agenda, the combined reserve amount held equals \$2,226,396.13.

The intent of this fund is to create a transparent, stable funding source available to offset unexpected revenue shortfalls or increased expenses. As a Joint Powers Agency (JPA) between the County of El Dorado and the City of Placerville, El Dorado Transit does not receive funding from either jurisdiction's General Funds or other departments.

DISCUSSION

During each Mid-Year Budget Adjustment process, revenue and expenses are analyzed to determine the financial health of the agency based on the first six (6) month actuals, and projections for the final six (6) months of operations.

With the requested action, staff recommend allocating revenue from account numbers 4370.00-Bike Locker Rental, 4400.00-Advertising Income, and 4990.00-Misc. Revenue to the reserve as sources of non-tax operating funds.

FISCAL IMPACT

Actual receipts for these accounts to-date total \$17,654.05. Final closing amounts will be transferred into the operating reserve interest bearing account.

	<u>Approved Budget</u>	<u>Proposed Budget Adjustment</u>
4400.00 – Advertising Revenue	\$15,000.00	\$ 0
4990.00 – Misc. Revenue	\$400.00	\$ 0

Final Budget Adjustments will be made at year-end to capture this recommendation. Actual amounts will be presented after final year-end closing.

AGENDA ITEM 1 G
Consent Item

MEMORANDUM

DATE: February 1, 2024
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Quarterly Investment Interest Reports for Operating

REQUESTED ACTION:

BY MOTION,

**Receive and file Quarterly Investment Report for Quarter Ending
12/31/2023**

BACKGROUND

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

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

DISCUSSION

Interest earnings for the fourth quarter from LAIF and the Money Market accounts equal \$31,776.97. The Investment reports for quarters ending 12/31/2023 is submitted for review and file.

FISCAL IMPACT

Line item 4970.00 - Interest Income, has been adjusted in the FY 2023/24 Mid-Year Budget Adjustment process and is represented in another staff report in this agenda.

EL DORADO COUNTY TRANSIT AUTHORITY

QUARTERLY INVESTMENT REPORT

PERIOD 10/01/2023 – 12/31/2023

LOCAL AGENCY INVESTMENT FUND (L A I F)

Account Summary

09/30/2023	Balance Forward	\$ 1,326,819.81
	Total Transfers to General Checking Account	\$ -000,000.00
	Total Transfers from General Checking Account	\$ 000,000.00
	Interest Earned @ 4.00%	\$ <u>13,329.44</u>
12/31/2023	Ending Balance 4th Qtr., 2023	\$ 1,340,149.25

UMPQUA BANK (Money Market Account)

Account Summary

09/30/2023	Balance Forward	\$ 4,873,093.86
	Total Transfers to General Checking Account	\$ -000,000.00
	Total Transfer from General Checking Account	\$ 000,000.00
	Interest Earned @ 1.51%	\$ <u>18,447.53</u>
12/31/2023	Ending Balance 4th Qtr., 2023	\$ 4,891,541.39

AGENDA ITEM 1 H
Consent Item

MEMORANDUM

DATE: February 1, 2024
TO: El Dorado County Transit Authority
FROM: Brian James, Executive Director
SUBJECT: Final El Dorado Transit Short Range Transit Plan Update

REQUESTED ACTION:

BY MOTION,

Receive and file the final El Dorado Transit Short Range Transit Plan Update

BACKGROUND

At the March 2023 El Dorado County Transit Authority (El Dorado Transit) Board Meeting, following a competitive vendor selection process, the Board approved execution of a contract with DanTec Associates consultants to develop an update to the local service elements of the 2019 El Dorado Transit Short- and Long-Range Transit Plan (Plan). An update to the Plan was deemed necessary to reassess the current demand for local transit services and develop timely strategies to best address the emerging transportation needs of the community.

DISCUSSION

Transit demand and ridership patterns have changed significantly in recent years due to the COVID-19 pandemic. This study will be a valuable tool for El Dorado Transit as the organization strives to respond to the loss of ridership due to the pandemic.

To facilitate public and stakeholder participation, community workshops were held on May 3, 2023, September 11, 2023, and September 12, 2023. Stakeholder Meetings were held on May 4, 2023 and September 11, 2023. An El Dorado Transit Board Workshop was held on May 4, 2023, and an El Dorado Transit Staff Engagement Session was held on September 12, 2023. In addition, a public survey was conducted from May 20, 2023 to June 27, 2023 and a total of 2,925 responses were received.

The draft El Dorado Transit Short Range Transit Plan Update was presented to the El Dorado Transit Board on December 7, 2023 by Daniel Levy and Brian Mills with DanTec Associates. The final plan is available at <http://www.eldoradotransit.com/document-library> and will be available to the public at <http://www.eldoradotransit.com> for the duration of the short-term planning period.

AGENDA ITEM 1 I
Consent Item

MEMORANDUM

DATE: February 1, 2024
TO: El Dorado County Transit Authority
FROM: Brian James, Executive Director
SUBJECT: Purchase Order No. 29213 issued to Turbo Images for Vehicle Graphics

REQUESTED ACTION:

BY MOTION,

Approve Purchase Order No. 29213 issued to Turbo Images for vehicle graphics

BACKGROUND

The Market Assessment and Marketing Plan for El Dorado Transit June 2015 branding section noted that for a transit system the key elements of its visual brand are its name, logo, vehicle colors, vehicle graphics, bus stop signage and bus stop facilities. The vehicles and bus stops are in essence a transit system's "packaging" and its most visible marketing tools. They are seen by thousands of people each day. They can be a highly effective awareness-building tool.

DISCUSSION

The El Dorado County Transit Authority (El Dorado Transit) previously utilized a vinyl graphics supplier who, after an ownership change, no longer offered installation services. As a result, El Dorado Transit published a Request for Proposals (RFP) 23-03 for Vinyl Graphics on Transit Buses, Vans, and Staff Vehicles on October 3, 2023 and received three (3) responsive proposals that met the qualifications as outlined in the RFP. Staff reviewed and scored the proposals and chose to award the contract to Turbo Images as the lowest responsible bidder.

This purchase order represents graphics repairs, replacements, and new installations on vehicles over multiple years.

FISCAL IMPACT

COST SUMMARY (ESTIMATE)

	<u>Proposed Budget</u>
Vehicle Graphics	<u>\$180,000</u>
<i>Total Project Cost</i>	<i>\$180,000</i>

FUNDING SOURCES

Transit Development Act (TDA)	<u>\$180,000</u>
<i>Total Revenue</i>	<i>\$180,000</i>

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

PURCHASE ORDER NO. 29213

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 02/01/24

ACCOUNT: 5040

CLASS: 110

TO: TURBO IMAGES, INC.
 1225 107TH STREET
 SAINT-GEORGES, QUEBEC, CANADA
 G5Y 8C3

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Pier Veilleux

Vendor Phone No: (418) 227-8872, x1000

Fax No: (877) 327-0799

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PRODUCTION AND INSTALLATION OF VINYL GRAPHICS ON FLEET VEHICLES		\$180,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$180,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	\$180,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

AGENDA ITEM 2 A
Action Item

MEMORANDUM

DATE: February 1, 2024
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Proposed Fiscal Year 2023/24 Mid-Year Operating Budget Adjustments

REQUESTED ACTION:

BY MOTION,

- 1. Adopt Proposed Fiscal Year 2023/24 Mid-Year Operating Budget Adjustments**
- 2. Approve line-item decrease of \$70,612 to Contingency**

BACKGROUND

Following the close of the first six (6) months of the fiscal year, mid-year Operating Budget adjustments are typically recommended to address actual revenue and expenditure changes within the budget. Section 8.9 of the Joint Exercise of Powers Agreement of the El Dorado County Transit Authority states that the Executive Director has the power “to execute transfers within major budget units, as long as the total expenditures of each major budget unit remain unchanged.”

The proposed El Dorado County Transit Authority (El Dorado Transit) Fiscal Year (FY) 2023/24 Mid-Year Operating Budget adjustments include overall increases in Revenues and Services and Supply accounts. The overall Salary and Benefit account section reflects a decrease. These adjustments to actual revenues and expenses trigger an increase to the available Contingency line item, requiring Board approval.

DISCUSSION

The following mid-year adjustments to the El Dorado Transit FY 2023/24 Operating Budget are presented for Board review and approval. Proposed account adjustments are noted in bold on the attached budget report per corresponding line-item.

Revenue Accounts **Net change is an increase of \$160,688 in revenue**

1. Account 4970.00 Interest Income: Increased due to higher-than-expected rates of return.
2. Account 4310.00 Contract Services: Added based on the first six (6) months of actual reimbursements from the Alta California Regional Center for services to Mother Load

Rehabilitation Enterprises (MORE) clientele. It is now anticipated that this contract will continue on a month-to-month basis through the remainder of the fiscal year.

3. Account 4330.00 Commuter Route Fare Media: Revised downward of \$98,000 based on the first six (6) months of actual receipts.
4. Account 4350.00 Local Route Fare Media: Increased by \$70,000 based on first six months of actual receipts.
5. Account 4400.00 Advertising Revenue: Zeroed as revenue reallocated to Operating Reserves.
6. Account 4990.00 Misc. Revenue: Zeroed as revenue reallocated to Operating Reserves.
7. Account 5060.00 Offset Reserve Fund (ORF) - CalTIP (restricted): Increased to actual amount as provided by CalTIP for future premium offset.

Salary and Benefits Accounts

Net change is a decrease of \$49,000 in expenses

8. Account 5010.00 Regular Employees: Decreased by \$85,000 based on the first six (6) months of actual expenses. These funds will be redistributed to Extra Help and Overtime accounts.
9. Account 5010.02 Temporary Employees: Increased by \$40,000 based on the first six (6) months of actual expenses. These employees are used to cover regular employees for vacations, sick leave, etc.
10. Account 5010.07 Overtime: Increased by \$45,000 based on the first six (6) months of actual expenses.
11. Account 5020.03 Unemployment Insurance: Increase to \$15,000 is based on the first six (6) months' actual expenses.
12. Account 5020.04 LTD/Life Insurance: Increase of \$9,000 based on the first six months of actual payroll expenses.
13. Account 5020.05 Workers' Compensation Insurance: Increase of \$68,000 based on the first six months of actual payroll expenses.

Service and Supply Accounts

Net change is an increase of \$70,612 in expenses

The following adjustments in each line item presented are based on the actual costs experienced over the first six (6) months of the current fiscal year 2023/24:

14. Account 5090.05 Uniforms - Other: Increased \$5,000.
15. Account 5090.06 Service Contracts/Equipment: Increase of \$45,000.
16. Account 5160.01 Maintenance/Buildings: Increase of \$7,000.
17. Account 5040.02 Vehicle Maintenance/Tires & Tubes: Increase to \$125,000.
18. Account 5040.03 Vehicle Maintenance/Lubricants: Increase to \$45,000.
19. Account 5030.00 Professional Services: Increased by \$100,000 based on actual and expected project-related expenses over the remainder of the fiscal year.
20. Account 5090.80 Publications/Legal Notices: Increased by \$7,000.
21. Account 5008.01 MY RIDE Expenses: Board approved demonstration project expense line item added to the budget, if approved in separate agenda item.
22. Account 6270.00 Contingency: Decreased by \$70,612. The decrease in contingency funds is facilitated by a combination of revenue account adjustments.

FISCAL IMPACT

The overall fiscal outlook for El Dorado Transit remains positive. The proposed Fiscal Year (FY) 2023/24 Mid-Year Operating Budget reflects an additional balancing of \$160,688 in expenses to revenues and maintains the current level of public transportation provided to the residents of the County of El Dorado.

El Dorado Transit is a joint powers agency and does not draw funding from the general funds of either member jurisdiction. The annual budget includes a contingency per Board policy. If contingency funds are not used, they are typically moved to the next fiscal year as allowed per California law under the Transportation Development Act.

**EL DORADO COUNTY TRANSIT AUTHORITY
PROPOSED MID-YEAR OPERATING BUDGET 2023/2024**

OPERATING BUDGET		FY 2023/2024 Final	FY 2023/2024 Mid-Year		
REVENUE ACCOUNTS		Adopted 06/01/23	Proposed 02/01/24	Difference	
4000.00	Transportation Development Act (TDA/LTF)	\$7,293,579	\$7,293,579	\$0	
4270.01	State of Good Repair (SGR) Program	\$0	\$0	\$0	
4100.00	Federal Transit Administration (FTA) Section 5311 Grant	\$741,022	\$741,022	\$0	
4100.05	Federal Transit Administration (FTA) Section 5311(f) Grant	\$165,000	\$165,000	\$0	
4100.06	Federal Transit Administration (FTA) ARPA Act Section 5311 Grant	\$138,875	\$138,875	\$0	
4970.00	Interest Income	\$82,000	\$130,000	\$48,000	1
4300.00	Cash Fares	\$97,000	\$97,000	\$0	
4310.00	Contract Services	\$0	\$165,000	\$165,000	2
4330.00	Commuter Route Fare Media	\$418,000	\$320,000	-\$98,000	3
4350.00	Local Route Fare Media	\$32,000	\$70,000	\$38,000	4
4360.00	Paper Scrip	\$9,000	\$9,000	\$0	
4370.00	CCJPA	\$185,000	\$185,000	\$0	
4400.00	Advertising Revenue	\$15,000	\$0	-\$15,000	5
4990.00	Misc. Revenue	\$400	\$0	-\$400	6
4107.03	Fair Shuttle AB2766 Grant	\$32,000	\$32,000	\$0	
4109.04	Low Carbon Transit Operations Program (LCTOP) Grant	\$75,000	\$75,000	\$0	
4112.00	FTA Section 5307 Grant Income - Preventative Maintenance (PM)	\$0	\$0	\$0	
4112.00	Federal Transit Administration (FTA) CRRSAA Act Section 5307 Grant	\$183,509	\$183,509	\$0	
5060.00	Offset Reserve Fund - CalTIP (restricted)	\$111,382	\$134,470	\$23,088	7
TOTAL REVENUES		\$9,578,767	\$9,739,455	\$160,688	
SALARY & BENEFIT ACCOUNTS					
5010.00	Regular Employees	\$3,551,705	\$3,466,705	-\$85,000	8
5010.02	Temporary Employees	\$50,000	\$90,000	\$40,000	9
5010.07	Overtime	\$50,000	\$95,000	\$45,000	10
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	\$1,094,000	\$1,094,000	\$0	
5070.01	(OASDI - Payroll Tax) FICA	\$8,400	\$8,400	\$0	
5070.02	MEDICARE - Payroll Tax	\$54,000	\$54,000	\$0	
5020.02	Health Insurance	\$1,585,000	\$1,585,000	\$0	
5020.03	Unemployment Insurance	\$5,000	\$15,000	\$10,000	11
5020.04	LT Disability/Life Ins	\$32,000	\$41,000	\$9,000	12
5020.05	Worker's Comp	\$190,000	\$122,000	-\$68,000	13
TOTAL SALARY & BENEFITS		\$6,647,105	\$6,598,105	-\$49,000	
SERVICE & SUPPLY ACCOUNTS					
5090.02	Shop Clothing & Supplies	\$10,000	\$10,000	\$0	
5090.05	Uniforms - Other	\$10,000	\$15,000	\$5,000	14
5050.01	Communications - Phone	\$35,000	\$35,000	\$0	
5090.20	Communications - Radio	\$1,000	\$1,000	\$0	
5090.01	Household Expenses	\$18,000	\$18,000	\$0	
5060.01	Insurance Premiums/Public Liability	\$347,000	\$347,000	\$0	
5060.02	Insurance Premiums/Physical Damage	\$24,000	\$24,000	\$0	
5060.03	Insurance Premiums/Commercial	\$20,000	\$20,000	\$0	
5060.04	Insurance Premium EPLI Package	\$28,000	\$28,000	\$0	
5090.06	Service Contracts/Equipment	\$200,000	\$245,000	\$45,000	15
5160.07	Park and Ride Maintenance	\$47,500	\$47,500	\$0	
5160.01	Maintenance/Buildings	\$8,000	\$15,000	\$7,000	16
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	\$2,000	\$2,000	\$0	
5040.00	Vehicle Maintenance (In-House)	\$417,000	\$417,000	\$0	
5040.02	Vehicle Maintenance/Tires & Tubes	\$99,000	\$125,000	\$26,000	17
5040.03	Vehicle Maintenance/Lubricants	\$29,700	\$45,000	\$15,300	18
5040.04	Vehicle Maintenance/Small Tools - Shop	\$5,000	\$5,000	\$0	
5040.80	Vehicle Maintenance/Sales Tax/ Fuel & Lub.	\$45,000	\$45,000	\$0	
5090.50	Safety Equipment/Training	\$5,000	\$5,000	\$0	
5090.40	Memberships	\$6,000	\$6,000	\$0	
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	\$350,000	\$100,000	19
5030.10	Employee Medical Exams	\$11,500	\$11,500	\$0	
5030.30	Background Checks	\$3,000	\$3,000	\$0	
5090.08	Pubs/Legal Notices	\$6,000	\$13,000	\$7,000	20
5090.75	Printing	\$10,000	\$10,000	\$0	
5120.00	Rents/Leases	\$12,000	\$12,000	\$0	
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	\$10,000	\$10,000	\$0	
5090.30	Staff Development/Travel	\$30,000	\$30,000	\$0	
5040.01	Fuel Purchase	\$750,000	\$750,000	\$0	
5090.72	Bank Charges	\$1,500	\$1,500	\$0	
5090.73	Credit Card Charge Fees	\$4,000	\$4,000	\$0	
5090.74	Connect Card Administration Expenses	\$11,000	\$11,000	\$0	
5050.02	Utilities	\$56,000	\$56,000	\$0	
5050.03	Utilities/ Park & Rides	\$22,000	\$22,000	\$0	
4108.03	Fair Shuttle AB2766 Grant	\$42,000	\$42,000	\$0	
5008.01	MY RIDE - Mileage Expenses	\$65,000	\$140,000	\$75,000	21
6270.00	Contingency	\$251,662	\$181,050	-\$70,612	22
TOTAL SERVICES AND SUPPLIES		\$2,931,662	\$3,141,350	\$209,688	
TOTAL OPERATING EXPENSES		\$9,578,767	\$9,739,455	\$160,688	

AGENDA ITEM 2 B
Action Item

MEMORANDUM

DATE: February 1, 2024

TO: El Dorado County Transit Authority

FROM: Erik Bergren, Planning and Marketing Manager

SUBJECT: Transfer of ownership from the City of Placerville to the El Dorado County Transit Authority for the Ray Lawyer Drive Park and Ride

REQUESTED ACTION:

BY MOTION,

Approval of the Certificate of Acceptance for the transfer of ownership from the City of Placerville to the El Dorado County Transit Authority for the Ray Lawyer Drive Park and Ride

BACKGROUND

On September 1, 2015, the Agreement for Construction of the Park and Ride was executed between the City of Placerville and the El Dorado County Transit Authority (El Dorado Transit) for the design and construction of the Ray Lawyer Drive Park and Ride as part of the Western Placerville Interchanges Phase 2 Project (project). The project constructed the eastbound offramp at Ray Lawyer Drive from US Highway 50, intersection improvements at Ray Layer Drive/Forni Road, improvements to and the realignment of Forni Road, and a park and ride facility. A portion of the project's local improvements were constructed within the state right-of-way and a series of right-of-way transactions and exchanges were needed. The City of Placerville and Caltrans entered into a State Highway Relinquishment Agreement (Agreement 06-0302) on May 16, 2017. Following the construction of improvements, on August 24, 2021 the Placerville City Council approved the relinquishment of right-of-way from Caltrans to the City. On August 17, 2022, the California Transportation Commission (CTC) approved the right of way relinquishment from Caltrans to the City and considered all conditions of Agreement 06-0302 to be fulfilled and the documents were recorded with the El Dorado County Office of the Recorder.

DISCUSSION

The final step to complete the series of right-of-way transactions is for the City of Placerville to convey the right-of-way in fee to El Dorado Transit for the park-and-ride to fulfill the requirements of the Agreement for Construction of the Park and Ride executed between El Dorado Transit and the City of Placerville. The area to be conveyed to El Dorado Transit for the park-and-ride is shown on Exhibit B and encompasses 116,835 square feet. Staff recommends approval of acceptance of the park-and-ride property to fulfill the Agreement for Construction of the Park and Ride.

FISCAL IMPACT

Annual costs associated with maintaining the Ray Lawyer Drive Park and Ride including power, water, landscaping, etc., are already part of the El Dorado Transit Operating Budget. Future Capital costs such as cameras and Bike Lids will be captured in separate Capital Improvement projects.

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:

CITY CLERK
CITY OF PLACERVILLE
3101 CENTER STREET
PLACERVILLE, CA 95667

Fee Exempt Gov Agency
R&T Code 11922, 11928, 11929

SPACE FOR RECORDER'S USE ONLY

GRANT DEED

The City of Placerville, a municipal corporation organized and existing under and by virtue of the laws of the State of California, hereinafter called GRANTOR, hereby grants to El Dorado County Transit Authority, hereinafter called TRANSIT, all that real property in the City of Placerville, County of El Dorado, State of California, described as follows:

See Exhibit A, attached.

The GRANTOR further understands that the present intention of TRANSIT is to maintain the park-and-ride facility on the lands hereby conveyed in fee and the GRANTOR, for itself and its successors and assigns, hereby waives any claim for any and all damages to GRANTOR's remaining property contiguous to the property hereby conveyed by reason of the location, construction, landscaping or maintenance of the local roadway.

Dated: 12/7/2023

City of Placerville, a municipal corporation

By: M. Cleve Morris
M. Cleve Morris, City Manager

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of El Dorado

On December 7, 2023 before me, Erin H. Strawn
(insert name and title of the officer)

personally appeared M. Cleve Morris,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature  (Seal)



EXHIBIT "A"

FEE ACQUISITION

All that real property situate in the City of Placerville, County of El Dorado, State of California, being a portion of the Tract of Land as described in Book 679 at Page 500, also a Portion of Parcel 030801-1 as described in Book 4846 at Page 138, also a Portion of Parcel 030795-1 and 030795-2 as described in Book 4789 at Page 335, also a Portion of Parcel 030803-1 as described in Book 4917 at Page 099, also a Portion of Parcel 030100-1 as described in Book 4157 at Page 519, all documents being Official Records of El Dorado County, more particularly described as follows:

Beginning at Point 'X', said Point being the most Northerly corner of Parcel 36919-1 as it is described in Document No. 2021-0069117, Official Records of El Dorado County, thence leaving the Easterly Boundary of said Parcel 36919-1 the following eighteen (18) courses:

- 1.) a curve to the right, from which the radius bears South $76^{\circ}08'51''$ East, 87.50 feet, through central angle of $48^{\circ}24'31''$, with an arc length of 73.93 feet
- 2.) North $62^{\circ}15'40''$ East, 49.76 feet
- 3.) a curve to the left, having a radius of 143.50 feet, through a central angle of $42^{\circ}56'08''$, with an arc length of 107.54 feet
- 4.) a curve to the right, having a radius of 126.50 feet, through a central angle of $49^{\circ}12'20''$, with an arc length of 108.64 feet
- 5.) North $68^{\circ}31'52''$ East, 434.86 feet
- 6.) South $25^{\circ}31'19''$ East, 41.07 feet
- 7.) a curve to the right from which the radius bears North $87^{\circ}08'50''$ West, 120.00 feet, through a central angle of $14^{\circ}35'28''$, with an arc length of 30.56 feet
- 8.) a compound curve to the right, having a radius of 397.00 feet, through a central angle of $43^{\circ}57'22''$, with an arc length of 304.57 feet
- 9.) North $27^{\circ}12'13''$ West, 13.35 feet
- 10.) South $62^{\circ}43'05''$ West, 36.08 feet
- 11.) South $26^{\circ}22'45''$ West, 6.91 feet
- 12.) South $69^{\circ}23'25''$ West, 123.74 feet
- 13.) South $80^{\circ}48'31''$ West, 61.19 feet

EXHIBIT "A"

14.) South 69°29'55" West, 115.79 feet

15.) South 20°30'05" East, 8.00 feet

16.) South 58°11'19" West, 58.64 feet

17.) South 63°38'24" West, 95.31 feet

18.) North 60°26'34" West, 5.28 feet to a point on the Easterly Boundary of said Parcel 36919-1;

thence along the Easterly Boundary of said Parcel 36919-1, a curve to the left, from which the radius bears North 28°59'49" West, 22.50 feet, through a central angle of 84°56'56", with an arc length of 33.36 feet; thence a curve to the right, having a radius of 87.50 feet, through a central angle of 37°47'54", with an arc length of 57.72 feet to the Point of Beginning containing 116,834 square feet more or less.

See Exhibit "B" attached hereto and made a part of this description.
End of Description

The **Basis of Bearings** for this description is identical to that of Document No. 2021-0069117, Official Records of El Dorado County. Distances are ground.

This description has been prepared by me or under my direct supervision.


Ryan L Ming PLS 8409

12/07/2023
Date



EXHIBIT 'B' - PLAT TO ACCOMPANY LEGAL DESCRIPTION

LEGEND

- DIMENSION POINT
- ▨ NO ACCESS RIGHTS
- ▤ ACQUISITION AREA = 116,834 SQ FT

LINE TABLE

L1 - N27°12'13"W	13.35'
L2 - S62°43'05"W	36.08'
L3 - S26°22'45"W	6.91'

PARCEL 030795-1
BK 4789 PG 335

PARCEL 030100-1
BK 4157 PG 519

PARCEL 030803-1
BK 4917 PG 099

PARCEL 030795-2
BK 4789 PG 335

PARCEL 030801-1
BK 4846 PG 138

679 OR 500

FORNI ROAD

CURVE TABLE

C1 - Δ=86°12'25"	R=87.50'	L=131.65'
C2 - Δ=48°24'31"	R=87.50'	L=73.93'
C3 - Δ=14°35'28"	R=120.00'	L=30.56'
C4 - Δ=84°56'56"	R=22.50'	L=33.36'
C5 - Δ=37°47'54"	R=87.50'	L=57.72'



THE BASIS OF BEARINGS IS IDENTICAL TO THAT OF DOCUMENT NO. 2021-0069117, EL DORADO COUNTY OFFICIAL RECORDS

DATE:	
SCALE: 1"=100'	FEE ACQUISITION
SHEET: 3 OF 3	JOB NO.: 4119.006

CITY OF PLACERVILLE
TO TRANSIT

CITY OF PLACERVILLE COUNTY OF EL DORADO



110 BLUE RAVINE RD SUITE 101 | FOLSOM, CA 95630
PHONE: 916.900.6623 | unicoengineering.com

CERTIFICATE OF ACCEPTANCE

THIS IS TO CERTIFY, that the interest in real property conveyed by Grant Deed from the City of Placerville, to the El Dorado County Transit Authority, a Joint Powers Authority in the County of El Dorado, the grantee herein, hereby accepts for public purposes the real property, in fee, conveyed by the attached instrument and consents to the recordation thereof.

IN WITNESS WHEREOF, I have hereunto set my hand, this _____ day of _____, 20____.

EL DORADO COUNTY TRANSIT AUTHORITY

By: _____
El Dorado County Transit Authority Chairperson

AGENDA ITEM 2 C
Action Item

MEMORANDUM

DATE: February 1, 2024
TO: El Dorado County Transit Authority
FROM: Brian James, Executive Director
SUBJECT: El Dorado Transit Park-and-Ride Master Plan

REQUESTED ACTION:
BY MOTION,

Receive and file the final El Dorado Transit Park-and-Ride Master Plan

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) currently uses park-and-ride facilities on the western slope of El Dorado County for Commuter and Local Fixed Route bus services. El Dorado Transit utilizes a Park-and-Ride Master Plan (Plan) as a reference for grant applications and as a planning tool.

The most recent Plan was completed in 2017. Since that time, the County Line Multi-Modal Transit Center report was completed in 2019 and the County Line Design Report was completed in 2020. In addition, construction has progressed on the Bass Lake Hills Park-and-Ride. On December 1, 2022, the El Dorado Transit Board of Directors authorized the Executive Director to enter into a professional service agreement between El Dorado Transit and LSC Transportation Consultants (LSC) to develop an updated Plan.

DISCUSSION

Transit demand and ridership patterns have changed significantly in recent years. This has been especially true on transit services catered towards the needs of commuters, as the COVID-19 pandemic prompted many companies to shift to more remote work models, therefore reducing the frequency workers have to commute.

A passenger survey was conducted during the development of the Plan to gather data on both current and future commuter service ridership patterns, park and ride utilization, and perceptions of both the El Dorado Transit commuter service and the park-and-ride facilities. The survey effort was conducted from January 16, 2023 to February 10, 2023. During this four-week period, physical surveys were available on both the morning and afternoon commuter service buses for passengers to self-administer. Flyers with QR codes were posted onboard for passengers to scan and access the online version of the survey if preferred. El Dorado Transit also emailed a contact

list of both previous and current commuter service passengers with information on how to take the survey online. A total of 116 previous or current EDCTA commuter service passengers participated in the survey.

The draft El Dorado Transit Park-and-Ride Master Plan was presented by Gordon Shaw, Principal with LSC Transportation Consultants on November 2, 2023. At that time, concerns regarding the loss of parking spots at Placerville Station due to potential renovations were discussed. As a result, the final plan was amended to include bus loading that would not require the removal of passenger vehicle parking at the facility. The final plan is available at <http://www.eldoradotransit.com/document-library> and will be available to the public at <http://www.eldoradotransit.com> for the duration of the planning period.

AGENDA ITEM 2 D
Action Item

MEMORANDUM

DATE: February 1, 2024
TO: El Dorado County Transit Authority
FROM: Brian James, Executive Director
SUBJECT: My Ride - Mileage Reimbursement Program Budget

REQUESTED ACTION:

BY MOTION,

Approve the My Ride Mileage Reimbursement Program Budget as Proposed

BACKGROUND

The My Ride Mileage Reimbursement Program enables seniors (60 or older), veterans, or disabled residents of El Dorado County who are registered for the My Ride program at El Dorado Transit to reimburse their friends, neighbors, or family members for providing them with transportation in their personal vehicles. Trips can be for any purpose, and there are no fees to participate in this program. The trips are free for the passenger, and the driver receives reimbursement for providing a valuable service for the passenger at the current federal rate.

Since implementation in August 2022, the My Ride program has provided reimbursement for 12,095 passenger trips, 148,467 passenger miles, and 5,223 revenue hours. The program currently has 123 registered participants, and 105 registered drivers. It has become an invaluable program for many residents of our community.

DISCUSSION

With an increase in participation in the My Ride program, especially in August through December 2023 as shown in Attachment A, staff re-evaluated program trends and budget. Staff recommends increasing the budget for Fiscal Year 2023/24 from \$65,000 to \$140,000 to account for projected increase in program participation.

FISCAL IMPACT

COST SUMMARY (ESTIMATE)

	<u>Current Budget</u>	<u>Proposed Budget</u>
My Ride	<u>\$65,000</u>	<u>\$140,000</u>
<i>Total Project Cost</i>	<i>\$65,000</i>	<i>\$140,000</i>

FUNDING SOURCES

Transit Development Act (TDA)	<u>\$65,000</u>	<u>\$140,000</u>
<i>Total Revenue</i>	<i>\$65,000</i>	<i>\$140,000</i>

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

REVISED 02/01/24

PURCHASE ORDER NO. B29137

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/23

ACCOUNT: 5008.01 CLASS: 125

TO:
 EL DORADO TRANSIT
 MY RIDE PROGRAM
 6565 COMMERCE WAY
 DIAMOND SPRINGS, CA 95619-9454

SHIP & INVOICE TO:
EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Brian James
 Vendor Phone No: (530) 642-5383, 201 Fax No:

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		MY RIDE REIMBURSEMENT PROGRAM FOR EL DORADO COUNTY SENIOR, VETERNS, AND DISABLED RESIDENTS. PROGRAM BOARD APPROVED IN MAY, 2022. REIMBURSEMENT FOR FISCAL YEAR 2023/2024.		NOT TO EXCEED \$140,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$140,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE \$140,000.00
PURCHASING AGENT				

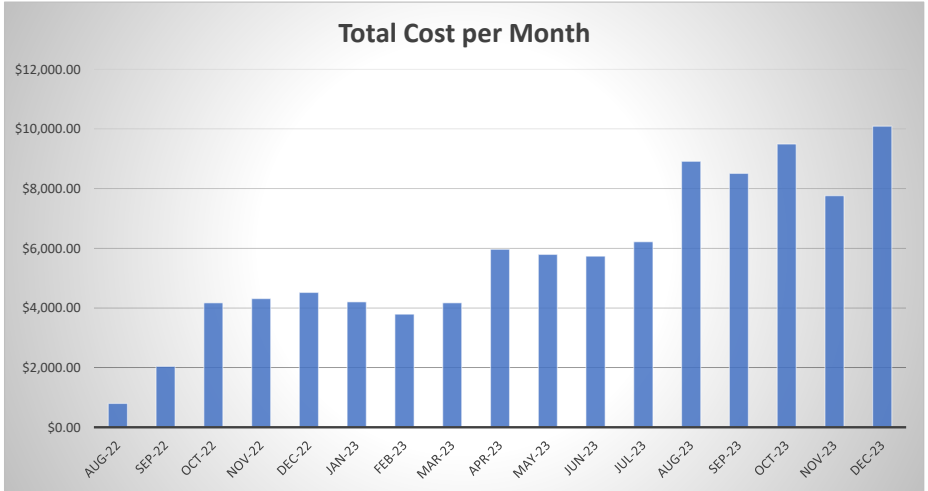
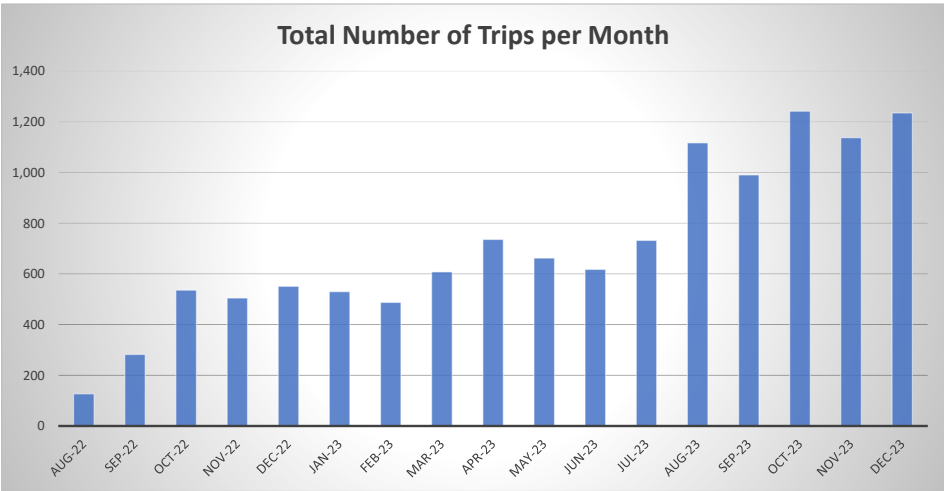
PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

Monthly Statistics



Month and Year	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Totals
Total Number of Trips	127	282	536	505	551	530	487	608	736	662	618	732	1,117	990	1,242	1,137	1,235	12,095
Total Revenue Hours	44.6	106.6	236.3	240.2	271.4	243.6	193.6	241.3	316.0	281.4	301.4	328.6	474.9	436.0	535.6	426.3	545.6	5,223
Total Revenue Miles	1,281	3,267	6,677	6,898	7,225	6,416	5,789	6,368	9,109	8,843	8,758	9,495	13,606	12,986	14,489	11,850	15,410	148,467
Total Cost	\$800.63	\$2,041.88	\$4,173.13	\$4,311.25	\$4,515.63	\$4,202.48	\$3,791.80	\$4,171.04	\$5,966.40	\$5,792.17	\$5,736.49	\$6,219.36	\$8,911.90	\$8,505.83	\$9,490.43	\$7,761.82	\$10,093.87	\$96,486
Average Cost per Passenger	\$6.30	\$7.24	\$7.79	\$8.54	\$8.20	\$7.93	\$7.79	\$6.86	\$8.11	\$8.75	\$9.28	\$8.50	\$7.98	\$8.59	\$7.64	\$6.83	\$8.17	\$7.91
Average Cost per Hour	\$17.95	\$19.15	\$17.66	\$17.95	\$16.64	\$17.25	\$19.59	\$17.29	\$18.88	\$20.58	\$19.03	\$18.93	\$18.77	\$19.51	\$17.72	\$18.21	\$18.50	\$18.45
Average Cost per Mile	\$0.625	\$0.625	\$0.625	\$0.625	\$0.625	\$0.655	\$0.655	\$0.655	\$0.655	\$0.655	\$0.655	\$0.655	\$0.655	\$0.655	\$0.655	\$0.655	\$0.655	\$0.646
Passenger Trips per Revenue Hour	2.8	2.6	2.3	2.1	2.0	2.2	2.5	2.5	2.3	2.4	2.1	2.2	2.4	2.3	2.3	2.7	2.3	2.3
Average Revenue Hours per Trip	0.35	0.38	0.44	0.48	0.49	0.46	0.40	0.40	0.43	0.43	0.49	0.45	0.43	0.44	0.43	0.37	0.44	0.43
Average Miles per Trip	10.1	11.6	12.5	13.7	13.1	12.1	11.9	10.5	12.4	13.4	14.2	13.0	12.2	13.1	11.7	10.4	12.5	12.2



AGENDA ITEM 3 A
Information Item

MEMORANDUM

DATE: February 1, 2024

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Capital Improvement Plan Project 17-02 Vehicle Replacement-
Commuter Lease Funding Completion

REQUESTED ACTION:
BY MOTION,

**Receive Final Capital Improvement Plan Project 17-02 Vehicle
Replacement-Commuter Lease Funding Completion**

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) presents a Capital Improvement Plan (CIP) and Budget for Final Board Adoption prior to July 15 of each year. This plan identifies capital projects that are anticipated to commence in the current and upcoming three years of operation. Typically, each project is brought to the Board prior to initiation, for a more detailed description, budget estimate and anticipated completion date.

DISCUSSION

Adopted into the Capital Improvement Plan (CIP) for fiscal year (FY) 2016/17 was Project 17-02 Vehicle Replacement – Commuter for five (5) MCI Motor Coaches. This project budget was comprised of a combination of funding sources including Federal Transit Administration (FTA) Section 5307, FTA Section 5339, State Transit Assistance (STA) and a Capital Lease of \$1,200,000.

Staff is reporting that the final lease payment of \$64,415.53 was issued in July 2023. All Department of Motor Vehicle (DMV) paperwork has been processed with the lienholder removed from the titles.

FISCAL IMPACT

The following is a summary of the approved lease agreement.

Lease Principle	\$1,200,000.00
Interest charged	<u>\$ 108,310.60</u>
Total Payments	\$1,308,310.60

AGENDA ITEM 3 B
Information Item

MEMORANDUM

DATE: February 1, 2024
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Capital Improvement Plan Project 20-06 Vehicle Replacement – Demand Response

REQUESTED ACTION:

BY MOTION,

Receive Final Closing Budget for Capital Improvement Plan Project 20-06 Vehicle Replacement – Demand Response

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) presents a Capital Improvement Plan (CIP) and Budget for Final Board Adoption prior to July 15 of each year. This plan identifies capital projects that are anticipated to commence in the current and upcoming three years of operation. Typically, each project is brought to the Board prior to initiation, for a more detailed description, budget estimate and anticipated completion date.

DISCUSSION

Adopted into the Capital Improvement Plan (CIP) for fiscal year (FY) 2019/20 was Project 20-06 Vehicle Replacement – Demand Response. This project was completed in December 2023.

FISCAL IMPACT

The following is a breakdown of the approved CIP budget and the actual expenses.

	<u>Adopted Budget</u>	<u>Actual Budget</u>
One (1) Transit Van	\$104,871.00	\$ 99,964.45
Funding		
Federal Transit Administration 5310	\$ 56,000.00	\$ 56,000.00
Federal Transit Administration 5310 (held)	\$ 17,400.00	\$ 17,400.00
Local Transportation Fund (LTF)	<u>\$ 36,671.00</u>	<u>\$ 26,564.45</u>
	\$104,871.00	\$ 99,964.45

Final Project costs were \$4,906.55 under the estimated budget.

El Dorado County Transit Authority
February 1, 2024



Newsletter

January 2024 - March 2024
Volume 8 - Number 1



Winter Sale on Local Fixed Route Monthly Passes

El Dorado Transit is pleased to continue to offer discounted rates on Local Fixed routes. The winter sale on monthly passes for January, February and March are as follows:

- General Monthly Local Pass - \$20.00 (originally \$60.00)
- Senior/Disabled Monthly Local Pass - \$10.00 (originally \$30.00)
- Student K-12 Monthly Local Pass - \$10.00 (originally \$30.00)

For pass sales information please visit eldoradotransit.com/faresandpasses/.



Holiday Schedule January – March Holiday Schedule

Monday, January 1stNew Year’s Day
 Monday, January 15th Martin Luther King Jr’s Day
 Monday, February 19thPresident’s Day

The Sacramento/South Lake Tahoe Connecting bus will be the only service operating on listed holidays. For more information visit eldoradotransit.com.



New Managers at El Dorado Transit

El Dorado Transit recently added two new managers to its staff. Kristin Halverson is the new Operations Manager and will replace Scott Ousley who is retiring after 30 years. Erik Bergren is the new Planning and Marketing Manager and will follow Brian James in the role after his promotion to Executive Director.

Kristin has worked effectively as a Transit Operations Supervisor since June of 2019 where she demonstrated exceptional leadership and dedication, and as a Dispatcher from 2017 to 2019. Throughout her career with Transit, Kristin has played a key role in improving efficiency and ensuring the smooth functioning of day-to-day operations. Prior to Transit, she also worked for many years for the Pioneer Union School District as a School Bus Driver and was a small business owner.

“I am honored and thrilled to take on the role of Operations Manager,” said Kristin. “I look forward to working with our dedicated team to enhance the transit experience.”

Erik comes to Transit with extensive experience in marketing and communications, having worked for over two decades at a regional nonprofit. He specialized in effective membership marketing utilizing print, online resources, social media channels and more.

Operations Manager Scott Ousley Retiring after 30-year career

After thirty years of honorable public service, El Dorado Transit Operations Manager Scott Ousley is retiring effective January 6, 2024.

Scott began his career at Transit as a Transit Operator in 1994. He was promoted to Transit Operations Supervisor in 1998, and then promoted to Operations Manager in 2003.

“It’s truly been an honor serving this community for the past three decades and I would like to thank the many people I’ve worked with over the years including community leaders, stakeholders, coworkers, and customers. I will miss each and every one of you and will enjoy watching El Dorado Transit continue to meet the challenges of the future.”

Scott has dedicated himself to decades of exemplary service and excellence within El Dorado Transit, ensuring the highest level of service to the public. He has been instrumental in keeping our public transit services running smoothly and efficiently, while effectively managing staff with confidence and integrity.

Scott’s replacement is Kristin Halverson, who started working at Transit in 2017. The two of them have been working closely together to ensure a smooth transition.



City of Placerville Vice Mayor Jackie Neau, chair of the El Dorado Transit Board of Directors presents Scott with a recognition award for his 30 years of public service.



Passenger Winter Tips

In routes that may be affected by ice and snow:

- Lighter and brighter clothing can make you visible in hours of darkness
- Dress warmly in layers and arrive at your stop on time
- Use caution when walking on wet or icy bus stops
- The entry way can be very slippery in winter weather; Please hold onto the handrails when entering and exiting the bus
- Give your driver enough notification of your desired stop
- Buses can slide on snow and ice, wait until the bus comes to a complete stop before you approach
- Buses may not be able access a bus stop due to snow and ice; do not stand in the street or upon the bank of snow. Areas like these are slippery and can be hazardous.



Hangtown Christmas Parade

El Dorado Transit staff, family and volunteers participated in the 45th annual Hangtown Christmas Parade on December 3. A decorated Transit bus made it's way through the parade route and free ride vouchers and candy were handed out along the way.

This year's parade was huge and we are glad to be able to participate and bring joy to people in our community.