



EL DORADO TRANSIT

EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING

AGENDA

Thursday, April 4, 2024; 1:00 PM

Regular Meeting

Chairperson: George Turnboo, County of El Dorado Supervisor, District II

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

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

Executive Director: Brian James

In-Person

County of El Dorado
Board of Supervisors Meeting Room
330 Fair Lane, Bldg. A
Placerville, CA 95667

Teleconference

South Lake Tahoe Office
3368 Lake Tahoe Blvd #102
South Lake Tahoe, CA 96150

Remotely

By Computer:

<https://edcgov-us.zoom.us/j/86134567267>

By Phone:

669-219-2599

Meeting ID:

861 3456 7267

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

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 February 1, 2024 (<i>Wilcher</i>)	4
	B. Receive and File January 2024 Check Registers (<i>Petersen</i>)	8
	C. Receive and File January 2024 Ridership Reports (<i>Bergren</i>)	11
	D. Memorandum of Understanding Update for South Lake Tahoe Express Commuter Service (<i>Bergren</i>)	14
	E. Adopt Resolution No. 24-09 Authorizing the Executive Director to file a Transportation Development Act (TDA) Claim for Fiscal Year 2024/25 (<i>Petersen</i>)	26
2.	<u>ACTION ITEMS</u>	
	TIMED ITEM 1:00 PM	
	A. Public Hearing to Adopt Resolution No. 24-07 Approving Fare Changes (<i>Bergren</i>)	31
	B. 1. Adopt Resolution No. 24-10 Approving the Fiscal Year 2024/25 Preliminary Operating Budget including revisions (<i>Petersen</i>)	47
	2. Adopt Resolution No. 24-11 Approving the Fiscal Year 2024/25 Preliminary Capital Budget	
	3. Form an Ad Hoc Committee to review the proposed Final Fiscal Year 2024/25 Operating and Capital Budgets	
	4. Appoint the Chair and Vice-Chair to the Ad Hoc Budget Review Committee	

2.	<u>ACTION ITEMS CONTINUED</u>	<u>PAGE</u>
	C. Adopt Resolution No. 24-08 Authorizing the El Dorado County Transit Authority and the Executive Director to execute all documents for the Caltrans Division of Rail and Mass Transportation Low Carbon Transit Operations Program (LCTOP), Fiscal Year 2023/24 (<i>Bergren</i>)	53
3.	<u>INFORMATION ITEMS</u>	
	A. Newsletter (<i>Bergren</i>)	57

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

RECESS TO CLOSED SESSION

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

RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

ADJOURNMENT

* Verbal Report

NEXT REGULARLY SCHEDULED
 EL DORADO COUNTY TRANSIT AUTHORITY BOARD MEETING
 Thursday, May 2, 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



EL DORADO TRANSIT

**EL DORADO COUNTY TRANSIT AUTHORITY
BOARD OF DIRECTORS MEETING
CONFORMED MINUTES
Thursday, March 7, 2024; 1:00 PM
Regular Meeting**

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

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

Executive Director: Brian James

In-Person	
County of El Dorado Board of Supervisors Meeting Room 330 Fair Lane, Bldg. A Placerville, CA 95667	Teleconference South Lake Tahoe Office 3368 Lake Tahoe Blvd #102 South Lake Tahoe, CA 96150
Remotely	
By Computer: https://edcgov-us.zoom.us/j/86134567267	
By Phone: 669-219-2599	
Meeting ID: 861 3456 7267	

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.

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CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Turnboo called the meeting to order at 1:00 PM and the Pledge of Allegiance was recited.

ROLL CALL

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

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: Neau/Laine
Ayes: Laine, Neau, Turnboo, Yarbrough
Absent: Hidahl

OPEN FORUM

None

1. CONSENT CALENDAR

- A. Approve Conformed Minutes of Regular Meeting February 1, 2024
- B. Receive and File January 2024 Check Registers
- C. Receive and File January 2024 Ridership Reports
- D. **1.** Adopt Resolution No. 24-04 Authorizing Financial Transactions for locally held accounts by Elected Officers and Executive Director
- 2.** Adopt Resolution No. 24-05 Authorizing Financial Transactions for Local Agency Investment Fund (LAIF) by Elected Officers and Executive Director
- 3.** Authorize the Executive Director to process Electronic Funds Transfer (EFT) payments above the \$5,000 single signer threshold

- E. Approve Proposed Allocation Table and Proposed Organizational Chart Fiscal Year 2024/25
- F. Receive and File the **Fiscal Year 2023/24 6-Month Administrative Operations Report**
- G. 1. Authorize Amendment of the Professional Services Agreement between the El Dorado County Transit Authority and Feild & Associates
 - 2. Approve Purchase Order No. B29165 issued to Feild & Associates in the amount of \$50,000 for Capital Improvement Project Management
- H. Adopt Resolution No. 24-06 Authorizing the Executive Director to file a revised Transportation Development Act (TDA) Claim for Fiscal Year 2023/24

2. **ACTION ITEMS**

- A. Receive and File the proposed Fiscal Year 2024/25 Preliminary Operating Budget

Receive and File only. No action taken.
- B. Receive and File the proposed Fiscal Year 2024/25 Preliminary Capital Plan and Budget

Receive and File only. No action taken.

3. **INFORMATION ITEMS**

None

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

RECESS TO CLOSED SESSION

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

Recessed to closed session at 1:15 PM

RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

Reconvened to Open Session at 1:21 PM. No report out.

ADJOURNMENT

Chair Turnboo adjourned the meeting at 1:22 PM. The next regularly scheduled meeting is Thursday, April 4, 2024.

Respectfully Submitted,

**Megan Wilcher
Secretary to the Board**

* Verbal Report

AGENDA ITEM 1 B
Consent Item

MEMORANDUM

DATE: April 4, 2024
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Receive and File February 2024 Check Register

REQUESTED ACTION:
BY MOTION, Receive and File February 2024 Check Register

BACKGROUND

The following check register includes routine transactions for the month of February 2024. These expenditures fall within budgets adopted by the El Dorado County Transit Authority Board of Directors.

DISCUSSION

Three (3) item merits further detail:

Check #38923 – Dantec Associates.....\$1,580.00
This check pays the obligation for progress on the Short-Range Transit Plan (SRTP) update for local routes using Local Transportation Funds (LTF).

Check #38958 – Trapeze Software Group Inc.....\$8,438.00
This check pays the obligation for progress on the Scheduling and Dispatching Software Replacement project using Federal Transit Administration (FTA) Section 5310 and State Transit Assistance (STA) funds; CIP #22-05.

Check #39027 – RLS & Associates, Inc.....\$4,131.75
This check pays the obligation for progress on the Cost Allocation Procedure Review, using Local Transportation Funds (LTF).

EL DORADO COUNTY TRANSIT AUTHORITY

Check Register

February 2024

Date	Num	Name	Memo	Amount
02/01/2024	EFT TRANS	CaIPERS - HEALTH BENEFIT SERVICE DIVISION	Health Premiums - Feb 24	53,229.80
02/02/2024	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #3 CLASSIC	7,199.45
02/02/2024	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #3 PEPRA	12,223.85
02/05/2024	EFT TRANS	CaIPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE FEB. 2, 2024	4,018.99
02/07/2024	38910	3D DATACOM	EDH & Ponderosa park and Ride Cameras	2,055.00
02/07/2024	38911	ADM SCREENING	Consortium Services January 2024	1,810.00
02/07/2024	38912	ALPHA ANALYTICAL LABORATORIES INC	Stormwater Labs	440.00
02/07/2024	38913	ARNOLDS FOR AWARDS INC	Febuary EOM Award	17.00
02/07/2024	38914	AT&T MOBILITY	Wireless service for Park and Ride January 2024	184.92
02/07/2024	38915	AUTOZONE INC	Parts and Supplies	347.69
02/07/2024	38916	BUS & EQUIPMENT REPAIR OF CA	Parts and Supplies	612.61
02/07/2024	38917	C & H MOTOR PARTS	Parts and Supplies	1,042.01
02/07/2024	38918	CAPITOL CLUTCH & BRAKE INC	Parts and Supplies	919.33
02/07/2024	38919	CARNAHAN ELECTRIC LTD	Repair Bus Stop at Big 5	1,030.86
02/07/2024	38920	CRASH CHAMPIONS, LLC	Incident Repairs #2002	8,702.70
02/07/2024	38921	CUSTOM EMBROIDERY CONCEPTS	Waterproof Parka 2X1, mesh cap, twill cap	218.80
02/07/2024	38922	D&K AUTO GLASS	Windshield Repairs	345.00
02/07/2024	38923	DANTEC ASSOCIATES	Short-Range Transit Plan Update	1,580.00
02/07/2024	38924	DAWSON OIL	Fuell Purchases -January 2024	46,431.19
02/07/2024	38925	DELL MARKETING LP	Dell Server 1 year warranty extension	473.53
02/07/2024	38926	DIAMOND SPRINGS PRINTING & GRAPHICS	Business Cards: KH & NM	107.25
02/07/2024	38927	EDWARDS, STEVENS & TUCKER LLP	General Legal Services January 2024	912.00
02/07/2024	38928	EL DOB ENTERPRISES LLC	Used Tire Pick up	170.00
02/07/2024	38931	EMP. MISC. REIMBURSEMENT	Mileage Reimbursement	40.61
02/07/2024	38932	EMPLOYMENT DEVELOPMENT DEPARTMENT	UI Benefit Charges for 4th Qtr. 2023	163.00
02/07/2024	38933	FASTENAL	Bus Disinfectant	465.55
02/07/2024	38934	FLEMING DISTRIBUTING CO.	Advanced Formula MOA, 44K	395.21
02/07/2024	38935	FOLSOM LAKE DODGE	Front Seat Cushion #1909	706.78
02/07/2024	38936	GILLIG LLC	Parts and Supplies	7,256.27
02/07/2024	38937	GWP HOLDINGS LLC	Parts and Supplies	5,435.11
02/07/2024	38938	HUNT & SONS INC	Fuel Purchase January 2024	19.43
02/07/2024	38939	J.C. NELSON SUPPLY CO	Hand Soap	425.30
02/07/2024	38940	KIMBALL MIDWEST	Hardware	48.25
02/07/2024	38941	MAG LANDSCAPING INC	Landscaping Maintenance - January 2024	1,290.00
02/07/2024	38942	MISSION UNIFORM SERVICE	Uniform, Towel, and Mat service	1,177.56
02/07/2024	38943	MOTIVE ENERGY LLC	Batteries and Core -Stock	851.24
02/07/2024	38944	NAPA AUTO PARTS	End Hook #2002	165.17
02/07/2024	38945	NORCAL SPIT SHINE LLC	Vehicle Interior Sanitation (13 Vehicles)	2,145.00
02/07/2024	38946	O'REILLY AUTO PARTS	Parts and Supplies	320.28
02/07/2024	38947	OPERATING ENGINEERS LOCAL UNION #3	Union Dues February 2024	928.00
02/07/2024	38948	PACIFIC GAS & ELECTRIC	Monthly Utilities	1,300.04
02/07/2024	38949	PEST CONTROL CENTER INC	Pest Control Service -Admin Building	65.00
02/07/2024	38950	QUILL LLC	Misc. Office Supplies	787.32
02/07/2024	38951	ROBERTS & COMPANY INC	CPA Services -January 2024	2,594.02
02/07/2024	38952	RON DUPRATT FORD	Parts and Supplies	58.29
02/07/2024	38953	RTS IT INC	ITCare Gold Service Plan February 2024	5,070.00
02/07/2024	38954	SAFETY-KLEEN SYSTEMS INC	Oil Service/Used oil recycle	50.00
02/07/2024	38955	SPOT-ON SIGNS & GRAPHICS	Contest bus wrap window perf.	4,972.12
02/07/2024	38956	STRATUS BUILDING SOLUTIONS	Janitorial Services Febuary 2024	795.00
02/07/2024	38957	THE AFTERMARKET PARTS CO LLC	Parts and Supplies	7,858.01
02/07/2024	38958	TRAPEZE SOFTWARE GROUP INC	New Software Maitenance Activation Fee	8,438.00
02/07/2024	38959	TRUE VALUE HARDWARE	Parts and Supplies	106.95
02/07/2024	38960	WASTE CONNECTIONS OF CA INC	Mixed Loose Waste	84.17
02/07/2024	38961	WAYNE'S LOCKSMITH SERVICE	Driver Entry Door Latch	204.13
02/07/2024	38962	XEROX FINANCIAL SERVICES	Lease Payment, Property Tax	509.44
02/07/2024	38963	ZONAR SYSTEMS INC	Environmental CSA Inspection Service	61.46
02/07/2024	38964	EL DORADO DISPOSAL SERVICE	Disposal Service 01/24	418.27
02/07/2024	38965	EMP. MISC. REIMBURSEMENT	Tarp for bus wrap reveal	32.61
02/16/2024	EFT TRANS	CaIPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE FEB. 16, 2024	4,067.96
02/16/2024	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #4 CLASSIC	7,190.45
02/16/2024	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #4 PEPRA	12,372.62
02/21/2024	38966	CYNTHIA ALLEN	MY RIDE - JANUARY 2024	22.51
02/21/2024	38967	ROBERTA BURNS	MY RIDE - JANUARY 2024	159.46
02/21/2024	38968	BETTY J CAMP	MY RIDE - JANUARY 2024	234.47
02/21/2024	38969	VICTORIA CARPENTER	MY RIDE - JANUARY 2024	178.42
02/21/2024	38970	RODNEY E CHRONISTER	MY RIDE - JANUARY 2024	234.50
02/21/2024	38971	VAUGHAN COOK	MY RIDE - JANUARY 2024	458.50
02/21/2024	38972	VERONICA COOK	MY RIDE - JANUARY 2024	917.00
02/21/2024	38973	VICKI COOK	MY RIDE - JANUARY 2024	56.58
02/21/2024	38974	DEBBIE COOPER	MY RIDE - JANUARY 2024	130.65
02/21/2024	38975	EILEEN JEAN CROZIER	MY RIDE - JANUARY 2024	234.50
02/21/2024	38976	MONICA DA COSTA	MY RIDE - JANUARY 2024	214.40
02/21/2024	38977	VIRGINIA DIEHL	MY RIDE - JANUARY 2024	216.81
02/21/2024	38978	JENNIFER DRACHMAN	MY RIDE - JANUARY 2024	50.79
02/21/2024	38979	MARTHA DUPONT	MY RIDE - JANUARY 2024	13.40
02/21/2024	38980	JOHNNA EPPS	MY RIDE - JANUARY 2024	668.39

EL DORADO COUNTY TRANSIT AUTHORITY
Check Register
February 2024

Date	Num	Name	Memo	Amount
02/21/2024	38981	LINDA FICKLIN	MY RIDE - JANUARY 2024	185.12
02/21/2024	38982	JEREMY FILIPPELLI	MY RIDE - JANUARY 2024	20.10
02/21/2024	38983	ELAINE M GALVAN	MY RIDE - JANUARY 2024	234.50
02/21/2024	38984	ROBERT GOODRICH	MY RIDE - JANUARY 2024	234.50
02/21/2024	38985	LARA L GULARTE	MY RIDE - JANUARY 2024	234.50
02/21/2024	38986	SAMANTHA HEDGE	MY RIDE - JANUARY 2024	234.50
02/21/2024	38987	SUSAN L HENDRIX	MY RIDE - JANUARY 2024	234.50
02/21/2024	38988	DENISE KAMENA	MY RIDE - JANUARY 2024	242.07
02/21/2024	38989	STORM KURTZ	MY RIDE - JANUARY 2024	234.47
02/21/2024	38990	DONALD CHRISTOPHER LEONARD	VOID:	0.00
02/21/2024	38991	DEBRA SUE LUSK	MY RIDE - JANUARY 2024	117.25
02/21/2024	38992	LESLIE MAHONEY	MY RIDE - JANUARY 2024	74.93
02/21/2024	38993	LINA MARTIN	MY RIDE - JANUARY 2024	183.58
02/21/2024	38994	DOREENE ELIZABETH MILLER	MY RIDE - JANUARY 2024	203.68
02/21/2024	38995	ERIN MILLER	VOID:	0.00
02/21/2024	38996	FERNANDO NUNEZ	MY RIDE - JANUARY 2024	234.50
02/21/2024	38997	NANCY OLSON	VOID:	0.00
02/21/2024	38998	KAREN PARKER	MY RIDE - JANUARY 2024	99.43
02/21/2024	38999	SHONNA PREMOCK	MY RIDE - JANUARY 2024	127.70
02/21/2024	39000	BARBARA RASLEAR	MY RIDE - JANUARY 2024	51.32
02/21/2024	39001	TIMOTHY ALTON ROGERS	MY RIDE - JANUARY 2024	43.55
02/21/2024	39002	GUILLERMO SAN VICENTE LAZO	MY RIDE - JANUARY 2024	177.68
02/21/2024	39003	CHARLES SHAWHAN	MY RIDE - JANUARY 2024	85.76
02/21/2024	39004	KAREN SMITH	MY RIDE - JANUARY 2024	232.49
02/21/2024	39005	ROBERT STOCKEL	MY RIDE - JANUARY 2024	117.25
02/21/2024	39006	JANET C TODD	MY RIDE - JANUARY 2024	703.50
02/21/2024	39007	ROCHELLE VALENCIA	MY RIDE - JANUARY 2024	18.22
02/21/2024	39008	SHIELA WARMAN	MY RIDE - JANUARY 2024	234.50
02/21/2024	39009	JASON WEST	MY RIDE - JANUARY 2024	140.70
02/21/2024	39010	CYNTHIA WOJAN	MY RIDE - JANUARY 2024	171.86
02/21/2024	39011	ELIZABETH WOODS	MY RIDE - JANUARY 2024	234.50
02/21/2024	39012	DALE WORTHEN	MY RIDE - JANUARY 2024	133.64
02/21/2024	39013	ACC BUSINESS	Fiber Internet -February 2024	85.87
02/21/2024	39014	ACCO ENGINEERED SYSTEMS INC	HVAC Maintenance	594.00
02/21/2024	39015	AFLAC	Employee Paid Premiums -February 2024	643.76
02/21/2024	39016	AMERICAN HERITAGE LIFE INSURANCE CO	Employee Paid Premiums - February 2024	29.10
02/21/2024	39017	AT&T	Monthly Utilities	84.82
02/21/2024	39018	EDC RISK MANAGEMENT	Health Insurance Febuary 2024	9,807.67
02/21/2024	39019	EL DORADO IRRIGATION DISTRICT	VOID:	0.00
02/21/2024	39020	FRANCOTYP POSTALIA INC.	Postbase Meter Rental	93.15
02/21/2024	39021	FRANKS BODY SHOP INC	Body Repair #1610	1,469.06
02/21/2024	39022	KINETICO WATER OF PLACERVILLE	Drinking Water Service February 2024	42.90
02/21/2024	39023	OPERATING ENGINEERS PUBLIC & MISC	March 2024 Medical Premiums	37,535.00
02/21/2024	39024	PACIFIC GAS & ELECTRIC	VOID:	0.00
02/21/2024	39025	PROTELESIS	Phone System Elevate Subscription Febuary 2024	711.29
02/21/2024	39026	QUILL LLC	Misc. Office Supplies	353.28
02/21/2024	39027	RLS & ASSOCIATES, INC	Cost Allocation & Assistance Project - October 2023	4,131.75
02/21/2024	39028	SMALL BUSINESS BENEFIT PLAN TRUST	Dental & Vision Premiums March 2024	3,864.60
02/21/2024	39029	SPECIAL DISTRICT RISK MANAGEMENT AUTH	Employee Assistance Program Benefits March 2024	156.04
02/21/2024	39030	STATE OF CA - DEPT OF JUSTICE	State And FBI Criminal Background Check	98.00
02/21/2024	39031	SUN LIFE FINANCIAL	February 2024 Group Life & LTD Benefits	2,444.15
02/21/2024	39032	UMPQUA BANK COMMERCIAL CARD OPS	Reconciled Visa Charges	11,262.77
02/21/2024	39033	VERIZON WIRELESS	Cellular Phone Service January 2024	2,010.98
02/21/2024	39034	EL DORADO IRRIGATION DISTRICT	Water Service EDH P&R 12/02/23-2/05/24	124.52
02/21/2024	39035	PACIFIC GAS & ELECTRIC	MY RIDE - JANUARY 2024	4,214.61
02/21/2024	39036	ERIN MILLER	MY RIDE - JANUARY 2024	234.50
02/21/2024	39037	NANCY OLSON	MY RIDE - JANUARY 2024	150.48
02/23/2024	39038	DONALD CHRISTOPHER LEONARD	MY RIDE - JANUARY 2024	147.87
				<u>312,261.45</u>
Total				<u>312,261.45</u>

AGENDA ITEM 1 C
Consent Item

MEMORANDUM

DATE: April 4, 2024
TO: El Dorado County Transit Authority
FROM: Erik Bergren, Planning and Marketing Manager
SUBJECT: February 2024 Ridership Report

REQUESTED ACTION:

BY MOTION,

Receive and file the February 2024 Ridership Report

BACKGROUND

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

DISCUSSION

For the month of February 2024, ridership across all three (3) modes of service continued to trend up. Fiscal Year-to-date ridership was up 22.7% overall.

The attached February 2024 Ridership Report compares systemwide monthly passenger trips to the same period in the previous fiscal year. Overall ridership increased by 33.7% compared to the previous year. Demand Response ridership increased by 74.8%, Local Fixed Route ridership increased by 24.5%, and Commuter ridership increased by 29.4%.

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.

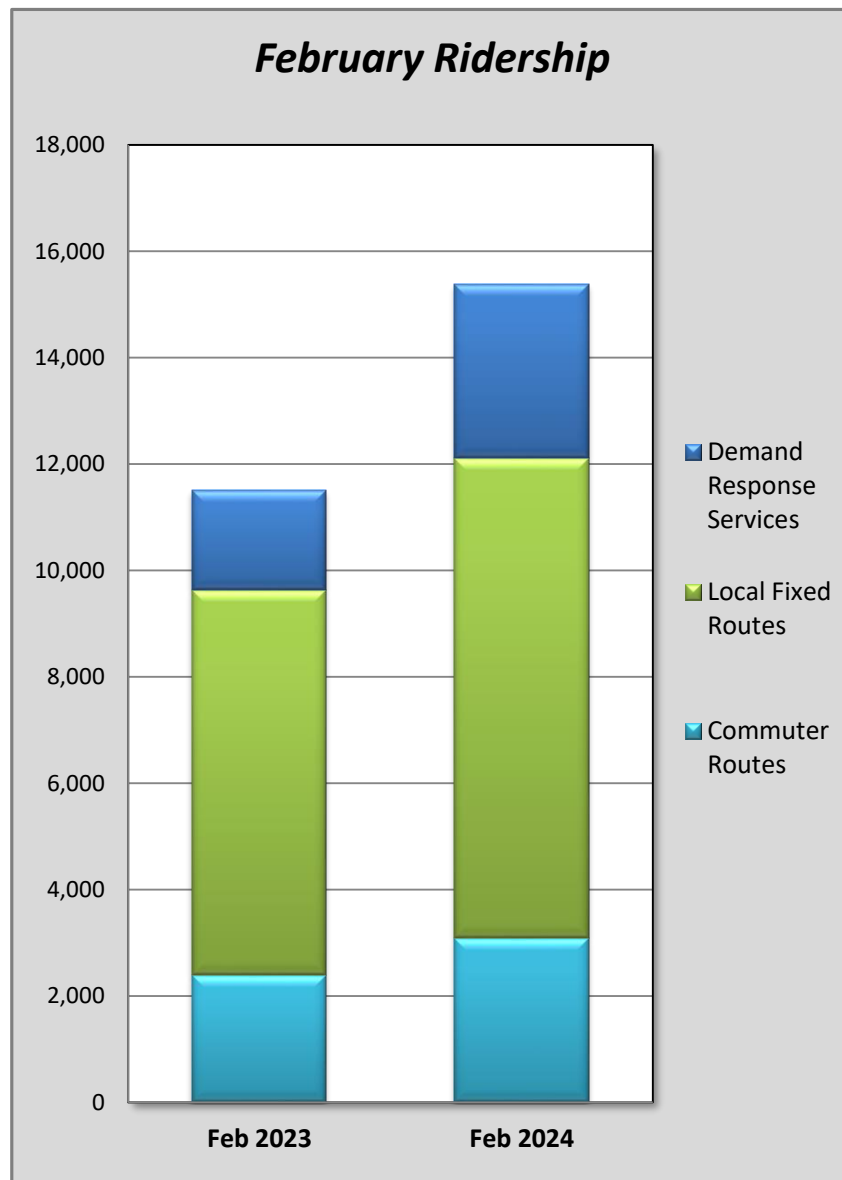
February 2024 Ridership Report

Demand Response Services	Feb 2023	Feb 2024	% Change
Dial-a-Ride	620	1,033	66.6%
Sac-Med	28	48	71.4%
ADA Paratransit	216	217	0.5%
M.O.R.E.*	522	783	50.0%
Senior Day Care*	0	0	0.0%
My Ride	487	1,193	145.0%
Total Demand Response	1,873	3,274	74.8%

Local Fixed Routes	Feb 2023	Feb 2024	% Change
20 - Placerville	1,107	1,170	5.7%
25 - Saturday Express	0	280	100.0%
30 - Diamond Springs	1,001	1,074	7.3%
35 - Diamond Springs Saturday	0	66	100.0%
40 - Cameron Park	953	975	2.3%
50x - 50 Express	3,177	4,211	32.5%
60 - Pollock Pines	1,009	1,250	23.9%
Total Local Fixed Routes	7,247	9,026	24.5%

Commuter Routes	Feb 2023	Feb 2024	% Change
Sacramento Commuter	1,818	2,268	24.8%
Reverse Commuter	12	98	716.7%
Sacramento/Tahoe Connector	555	719	29.5%
Total Commuter Routes	2,385	3,085	29.4%

	Feb 2023	Feb 2024	% Change
Systemwide	11,505	15,385	33.7%
Passengers per Revenue Hour	4.4	4.2	-4.9%



*Contracted Services - Ridership Determined by Client Enrollment

Fiscal Year-to-Date Ridership Report

July - February

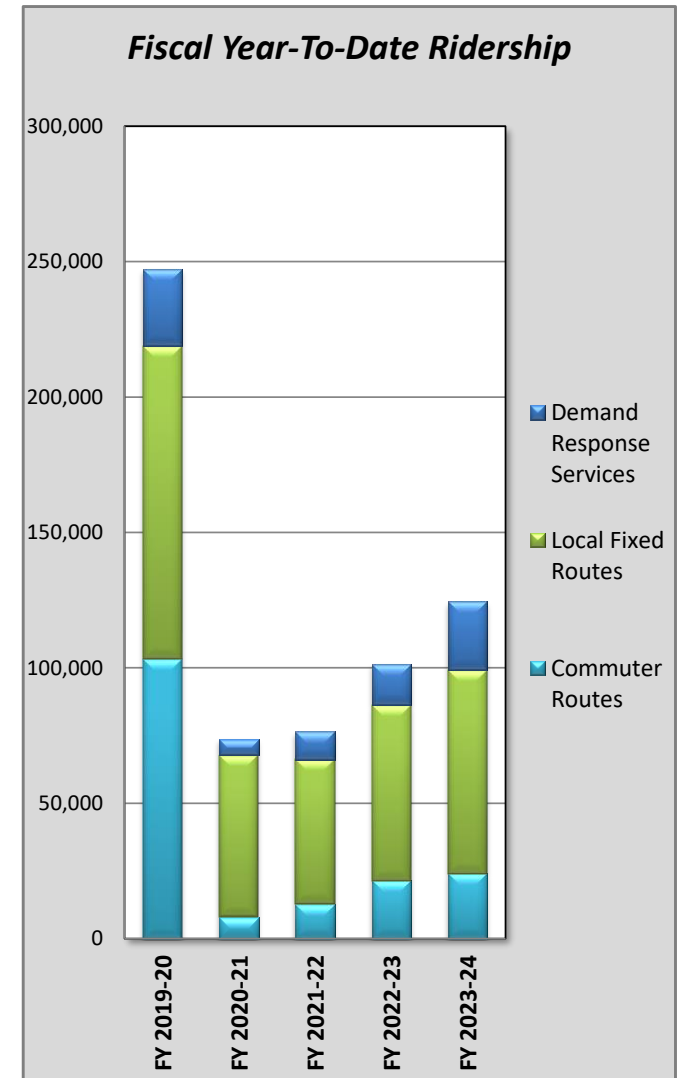


Demand Response Services	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	% Year Change
Dial-a-Ride	10,350	3,842	1,772	5,751	8,417	46.4%
Sac-Med	211	148	256	180	296	64.4%
ADA Paratransit	452	1,083	4,442	1,823	1,846	1.3%
M.O.R.E.*	14,371	805	3,794	4,567	5,771	26.4%
Senior Day Care*	3,123	0	0	0	0	0.0%
My Ride	0	0	0	3,018	8,818	192.2%
Total Demand Response	28,507	5,878	10,264	15,339	25,148	63.9%

Local Fixed Routes	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	% Year Change
20 - Placerville	28,082	8,453	7,795	10,594	10,381	-2.0%
25 - Saturday Express	3,419	2,333	2,021	0	1,428	100.0%
30 - Diamond Springs	18,325	6,469	6,015	8,515	8,744	2.7%
35 - Diamond Springs Saturday	1,025	668	615	0	449	100.0%
40 - Cameron Park	10,512	7,023	6,534	8,097	8,271	2.1%
50x - 50 Express	28,893	23,802	21,685	26,991	34,945	29.5%
60 - Pollock Pines	25,201	11,203	8,750	10,475	11,101	6.0%
Total Local Fixed Routes	115,457	59,951	53,415	64,672	75,319	16.5%

Commuter Routes	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	% Year Change
Sacramento Commuter	102,645	7,709	8,771	14,764	16,589	12.4%
Reverse Commuter	576	62	125	154	449	191.6%
Sacramento/Tahoe Connector	0	0	3,829	6,511	6,943	6.6%
Total Commuter Routes	103,221	7,771	12,725	21,429	23,981	11.9%

	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	% Year Change
Systemwide	247,185	73,600	76,404	101,440	124,448	22.7%
Passengers per Revenue Hour	7.3	3.5	3.4	4.4	4.2	-4.2%



*Contracted Services - Ridership Determined by Client Enrollment

AGENDA ITEM 1 D
Action Item

MEMORANDUM

DATE: April 4, 2024

TO: El Dorado County Transit Authority

FROM: Erik Bergren, Planning and Marketing Manager

SUBJECT: Memorandum of Understanding Update for South Lake Tahoe Express Commuter Service

REQUESTED ACTION:
BY MOTION,

- 1. Review and Approve the Updated Memorandum of Understanding (MOU) with the Capitol Corridor Joint Powers Authority (CCJPA) for Operation of the South Lake Tahoe Express Commuter Service.**
- 2. Authorize the Executive Director to Execute a Final updated MOU with the CCJPA.**
- 3. Authorize the Executive Director to Finalize and Execute Other Third-Party Agreements Necessary for Reservations/Ticketing, Vehicle Staging and Passenger Facilities Utilized in the Operation of the Tahoe Express Service.**

BACKGROUND

California Senate Bill 742 was passed in 2019 and amended SEC. 2. Section 14035.55 of the Government Code authorizing the State's three (3) State-supported intercity passenger rail lines to sell stand-alone tickets for connecting motor coach services. As enacted, the law requires the intercity rail authorities that operate feeder bus service to collaborate with public transit operators that can provide these services and to avoid conflicts with existing public transit service.

The adopted Western El Dorado County 2024 Short-Range Transit Plan (SRTP) recommends partnerships with other regional transit agencies for these types of services to reinforce customer benefits and help transit agencies recover from decreased ridership due to the pandemic.

The El Dorado County Transit Authority (El Dorado Transit) currently operates one (1) round trip bus per day between the Sacramento Valley Station and the City of South Lake Tahoe, connecting Capitol Corridor passenger trains to El Dorado Transit's intercity, thruway bus service.

DISCUSSION

The attached updated MOU is the result of work by El Dorado Transit staff and the Capitol Corridor Joint Powers Authority (CCJPA) staff to continue the partnership agreement between El Dorado Transit and CCJPA that allows El Dorado Transit to operate the daily Sacramento to South Lake Tahoe bus service. Updates to the MOU are minor, and include set cost obligations, a change in the frequency of payment and fare reporting, and an update to the holidays serviced by the El Dorado Transit staff to include the Juneteenth holiday.

Now in its fourth year, the South Lake Tahoe Express Commuter Service has been well-received. Ridership has increased steadily from an average of 17.1 riders per day in 2021, to 31.4 in 2024, an 84% increase. Despite occasional cancellations due to fires and extreme weather in winter months, riders are very pleased with the service.

The CCJPA Board of Directors approved the updated MOU on February 21, 2024. Staff recommends that the Board approve the updated MOU between El Dorado Transit and CCJPA and authorize the Executive Director to execute the final updated MOU. Staff also recommends that the Board authorize the Executive Director to finalize and execute other third-party agreements with Amtrak for reservations and ticketing, the City of Sacramento for vehicle staging, and the Tahoe Transportation District for passenger facilities utilized in the operation of the Tahoe Express Service.

FISCAL IMPACT

The proposed MOU update maintains a 50/50 net operating cost sharing agreement between El Dorado Transit and the CCJPA for the Tahoe Express Service. Under this arrangement, El Dorado Transit will continue to retain the fare revenues collected on the service and the remaining operating costs will continue to be split between the two (2) parties. During Fiscal Year 2022/23 the average fare revenue was \$24.43 per one-way passenger. The obligation of El Dorado Transit will not exceed \$205,000 each year and \$615,000 for the full three (3) year term of the MOU.

**EL DORADO COUNTY TRANSIT AUTHORITY
AND
CAPITOL CORRIDOR JOINT POWERS AUTHORITY
MEMORANDUM OF UNDERSTANDING
FOR THRUWAY BUS SERVICE BETWEEN SACRAMENTO AND
SOUTH LAKE TAHOE**

This Memorandum of Understanding, is made and entered into this 1st day of July ~~2021~~2024 by and between the El Dorado County Transit Authority (“El Dorado Transit”) and Capitol Corridor Joint Powers Authority (“CCJPA”) collectively “parties” or individually as “party.”

I. Recitals

- 1.01 El Dorado Transit is a joint powers authority whose primary objective is providing public transportation on the Western Slope of El Dorado County with its principal office located at 6565 Commerce Way, Diamond Springs, CA 95619.
- 1.02 CCJPA is a joint powers authority whose primary responsibility is the operation of train and bus service on the Capitol Corridor (San Jose/Oakland/Sacramento/Auburn) Route. CCJPA receives funds from Caltrans and uses these funds to contract with Amtrak, pursuant to the Caltrans/Amtrak Contract, for rail and bus service along the Capitol Corridor Route. CCJPA’s principal office is located at 2150 Webster Street, 3rd Floor, Oakland, CA 94612.

II. Responsibilities of the Parties

2.01 South Lake Tahoe Commuter Service

Commencing July 1, 2024, El Dorado Transit will expand their existing Sacramento Commuter service to include service to South Lake Tahoe using its own coach operators and equipment (the “South Lake Tahoe Commuter Service” or the “Service”). The South Lake Tahoe Commuter Service will operate between the Sacramento Valley Station and South Lake Tahoe in accordance with the schedule and route information that is attached hereto and incorporated herein by reference as Exhibit A: South Lake Tahoe Commuter Schedule, Routing, and Fare Rate.

2.02 Service Levels

The South Lake Tahoe Commuter Service shall be provided by El Dorado Transit as follows:

- 1. One (1) daily weekday (Monday – Friday) roundtrip service between Sacramento Valley Station and South Lake Tahoe;
- 2. One (1) Saturday roundtrip and one (1) Sunday roundtrip service between Sacramento Valley Station and South Lake Tahoe; and

3. One (1) daily roundtrip service between Sacramento Valley Station and South Lake Tahoe on the following (~~H~~I12) holidays, as observed by El Dorado Transit:
 - a. New Year's Day
 - b. Martin Luther King Jr.'s Birthday
 - c. President's Day
 - d. Memorial Day
 - e. Juneteenth
 - ~~e~~.f. Independence Day
 - ~~f~~.g. Labor Day
 - ~~g~~.h. Veteran's Day
 - ~~h~~.i. Thanksgiving Day
 - ~~i~~.j. Friday After Thanksgiving
 - ~~j~~.k. Christmas Eve
 - ~~k~~.l. Christmas Day

2.03 Schedule Deviation

El Dorado Transit will operate the South Lake Tahoe Commuter Service to the best of its ability to adhere to agreed upon schedules, but the parties recognize that the Service may be off schedule due to traffic, weather, detours, accidents, strikes, nationally declared disasters and other situations and circumstances beyond El Dorado Transit's control. El Dorado Transit will not be held liable for such off schedule trips or missed trips.

2.04 Additional Services

The parties may request from time to time additional bus service(s), which includes, but may not be limited to, services in addition to those provided in Exhibit A or described in Section 2.02. El Dorado Transit will review its operational ability to provide such additional services. El Dorado Transit has sole discretion in approving any additional bus services.

2.05 Emergency Services

El Dorado Transit shall have the sole discretion to provide emergency services for reasons including, but not limited to, passenger overflow, mechanical breakdown, traffic events, act(s) of God, and/or accidents, without approval of CCJPA. El Dorado Transit shall provide electronic notification to CCJPA within 24 hours of initiating emergency service. The cost for any emergency services shall be shared equally between the parties.

2.06 Schedule and Route Changes

In the event a party desires to change the schedule or route for the South Lake Tahoe Commuter Service to provide connections at Sacramento Valley Station between the Sacramento Commuter Service, the Capitol Corridor Rail Service, and affected services, the requesting party shall notify the other party of the request. The party receiving the request shall respond within five (5) business

days. In the event of a dispute, El Dorado Transit shall have final authority to accept or deny the request. El Dorado Transit shall be responsible for producing schedules for the South Lake Tahoe Commuter Service.

2.07 Bus Features

El Dorado Transit will provide an identified location on the bus for storage of traveler's personal items such as bicycles, luggage, and snow sports equipment. El Dorado Transit will provide limitations on the amount and size of luggage and other personal items, as mutually agreed by the parties. CCJPA and El Dorado Transit will mutually agree upon bus features for current and any future buses procured by El Dorado Transit for the South Lake Tahoe Commuter Service. In the event of a dispute, El Dorado Transit shall have final authority for approval over any bus features. El Dorado Transit may use a bus without the agreed upon features when providing emergency services as described in Section 2.05.

2.08 Decals

El Dorado Transit shall affix Capitol Corridor decals, no larger than 20 inches in diameter to the sides of buses designated for the South Lake Tahoe Commuter Service. A rail safety message decal that is provided through the partnership between CCJPA and California Operation Lifesaver and is approved by the parties shall be affixed to the rear of each bus designated for the South Lake Tahoe Commuter Service.

2.09 Quarterly Meetings

Representatives of the parties shall meet quarterly or as needed to discuss the Service, marketing, connections, fares, actual service costs, any necessary adjustments based on the actual services costs, and other issues related to the Service. El Dorado Transit will coordinate the scheduling of such meetings and will convene the meetings at a location as convenient as possible for the parties. The representatives of the parties may agree to modify the Service's routing and schedule at such time or as otherwise described herein.

III. Cost Calculations, Payment, and Revenue Credits

3.01 Operating Costs and Payments

The cost to provide the South Lake Tahoe Commuter Service shall be calculated by El Dorado Transit and shared equally between the parties after farebox revenue is calculated and applied. Farebox revenue shall be collected by a Third-Party ticketing vendor. El Dorado Transit shall invoice CCJPA on a quarterly basis for CCJPA's portion of the cost **and provide monthly reports as agreed to by both parties**. The Sacramento-South Lake Tahoe Service Cost Summary incorporated herein by reference as Exhibit B, shall accompany all invoices to identify services rendered during the invoiced quarter. Revenue credits, which are available funds after all operating costs have been paid, will be shared equally between the parties. Parties agree to expend grants and/or State/Federal funding received by

either party specifically for the South Lake Tahoe Service on the Service. Revenue credits may be reinvested by the parties into the service, for capital improvements, new equipment, additional service frequencies, or other improvements for the betterment of the Service, as agreed upon by the parties. Under no circumstances will the obligation of the parties exceed **\$205,000 each, per year**. Furthermore, under no circumstances will the obligation of the parties exceed **\$615,000** each for the full three (3) year term of this MOU. Parties may mutually agree to adjust the obligation of CCJPA and/or El Dorado Transit by an amendment to this MOU.

3.02 Service Increments Fare Revenue

The fare revenue that is attributable to passengers purchasing a fare for the South Lake Tahoe Commuter Service as a portion of a fare for other public transportation shall be collected by CCJPA. The fare attributable to the South Lake Tahoe Commuter Service shall be segregated by CCJPA and paid to El Dorado Transit as part of El Dorado Transit's cost calculation as described in Section 3.01.

3.03 Wi-Fi Costs

El Dorado Transit and CCJPA will share equally in the cost of Wi-Fi service for the South Lake Tahoe Commuter Service. El Dorado Transit shall include this cost in the quarterly invoice to CCJPA described in Section 3.01.

IV. Fares

4.01 One-Way Cash Fare

The parties agree to apply a one-way cash fare for the South Lake Tahoe Commuter Service. Fare rates, which shall be adhered to by the parties, are set forth in the South Lake Tahoe Commuter Schedule, Routing, and Fare Rate attached as Exhibit A. Any subsequent changes to the fares for the Service are within the sole jurisdiction of El Dorado Transit. However, El Dorado Transit shall solicit input from CCJPA prior to the implementation of any fare adjustment.

4.02 Both parties shall recognize and apply any and all fare discounts recognized by either party to the Service's fare. CCJPA must notify El Dorado Transit thirty (30) days in advance of any fare discount or promotional fare or the elimination of such fares and promotional discounts not in place at the time of execution of this Memorandum of Understanding.

V. Mutual Aid/Roadside Assistance Reimbursement

5.01 The parties agree that all costs for emergency repairs or mutual aid from another transit agency or roadside assistance from a third party shall be ~~a~~-shared equally between the parties.

VI. Term and Termination

- 6.01 The term of this Memorandum of Understanding is from July 1, 2024, through June 30, 2027.
- 6.02 This Memorandum of Understanding may be extended for additional periods of time as agreed upon by the parties.
- 6.03 Any party may give notice of its intent to terminate participation in this Memorandum of Understanding without cause by giving at least six (6) months advance written notice to the other party. The termination shall be effective as to all parties on the first day of the month following the six (6) month notice period. Prior to termination, all compensation and revenues due from one party to the other under this Memorandum of Understanding shall be paid and any loaned equipment and materials shall be returned to their respective owners.

VII. General Provisions

7.01 Independent Contractor

No relationship of employer and employee is intended or created by this Memorandum of Understanding. In the performance of its work and duties, El Dorado Transit is at all times acting and performing as a public entity providing public transportation services. CCJPA shall neither have nor exercise control or direction over the methods by which El Dorado Transit performs the Service pursuant to this Memorandum of Understanding; provided, however, that El Dorado Transit agrees that all work performed pursuant to this Memorandum of Understanding shall be in strict accordance with currently approved and generally accepted professional methods and practices. The sole interest of the parties is to ensure that such Service is performed and rendered in a competent and cost-effective manner and in accordance with this Memorandum of Understanding.

7.02 Federal, State and Local Laws

The parties warrant that in the performance of this Memorandum of Understanding, each party shall comply with all applicable Federal, State, and local laws, regulations, and ordinances.

7.03 No Conflict of Interest

Each party represents that it currently has no interest, and shall not have any interest, direct or indirect, that would conflict in any manner with the performance required under this Memorandum of Understanding.

7.04 Time of the Essence

Time is of the essence in this Memorandum of Understanding.

7.05 Cross Promotional/Marketing/Ridership

- a) Parties agree to promote the South Lake Tahoe Commuter Service and to cooperate to develop marketing campaigns that promote this Service. Each party shall be responsible for funding and disseminating marketing/information through their respective marketing channels. Each party shall maintain their best efforts in providing such marketing/information dissemination focused on areas with the highest likelihood of increasing ridership.
- b) Each party agrees to submit to the other parties any and all advertising, sales promotion, and other publicity materials relating to the South Lake Tahoe Commuter Service in which any party's name is mentioned, inferred, or implied. Each party further agrees not to publish or use any such advertising, sales promotion, or publicity materials relating to the South Lake Tahoe Commuter Service without the prior written consent of the other parties.

7.06 Consent to Breach Not Waiver

No term or provision hereof shall be deemed waived and no breach excused, unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented. Any consent by any party to, or waiver of, a breach by the other, whether express or implied, shall not constitute a consent to, waiver of, or excuse for any other different or subsequent breach.

7.07 Addition of Transit Agencies to the Memorandum of Understanding

The parties may include additional transit agencies to this Memorandum of Understanding upon mutual approval of the parties and incorporated into the Memorandum of Understanding by amendment. Additional transit agencies will be required to financially participate in funding the Service by the amount approved by the parties.

7.08 Non-Assignment

No party shall encumber, assign, or otherwise transfer any right or interest in this Memorandum of Understanding without prior express written consent of each of the parties. A consent to one assignment shall not be deemed to be a consent to any subsequent assignment. Any encumbrance, assignment, transfer, or assignment of interest in this Memorandum of Understanding without prior written permission or consent of the parties, whether it be voluntary or involuntary by operation of law or otherwise, is void and shall be just cause at the option of the other party to terminate this Memorandum of Understanding.

7.09 Notices

All notices under this Memorandum of Understanding shall be deemed duly given upon delivery, if delivered by hand; or three days after posting, if sent by registered mail, return receipt requested; to a party hereto at the address set forth herein or to such other address as a party may designate by notice pursuant hereto:

El Dorado County Transit Authority:

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

Capitol Corridor Joint Powers Authority:

Managing Director
Capitol Corridor Joint Powers Authority
1000 Broadway, Suite 604
Oakland, CA 94607

7.10 Mutual Indemnification

Each party will indemnify, hold harmless, and defend the other party, its directors, board members, officers, employees, and agents against any and all liability, claims, suits, actions, injuries, costs, or expenses arising from loss of or damage to property, and injuries to or death of any person (including but not limited to employee property or employees of each party) when arising out of or resulting from any act or omission by the indemnifying party, its agents, employees, contractors, or subcontractors in connection with any aspect of the Services provided or activities performed pursuant to this Memorandum of Understanding.

This indemnification will survive termination or expiration of this Memorandum of Understanding.

7.11 Insurance

El Dorado Transit will provide insurance and will maintain a minimum insurance coverage as follows:

- a. General Liability Insurance coverage for property damage and bodily injury in the amount of ten million dollars (\$10,000,000), with a deductible not to exceed \$250,000 per occurrence covering the Services to be performed by El Dorado Transit. The policy shall contain the coverages and exclusions contained in the policy.
- b. Excess Liability Insurance coverage for property damage and personal injury in excess of the insurance provided for in subdivision (i) above, in the amount of fifteen million dollars (\$15,000,000), generally covering the services to be performed by El Dorado Transit. The policy shall contain the coverages and exclusions contained in the policy.

7.12 Amendment

This Memorandum of Understanding may be amended at any time by mutual agreement of the parties, but any such amendment must be in writing, dated, signed by an authorized representatives of each party and attached hereto.

7.13 Governing Law

This Memorandum of Understanding is governed by and construed in accordance with the laws of California.

7.14 Entire Memorandum of Understanding

This Memorandum of Understanding, together with all attachments, subordinate, and other documents incorporated by reference herein, constitutes the entire Memorandum of Understanding between the parties with respect to the subject matter contained herein and may only be modified by an amendment executed in writing by both parties hereto. All prior agreements, representations, statements, negotiations, understandings, and undertakings are superseded.

7.15 Authority

Each party has full power and authority to enter into and perform this Memorandum of Understanding, and the person signing this Memorandum of Understanding on behalf of each has been authorized and empowered to enter into this Memorandum of Understanding. Each party further acknowledges that it has read this Memorandum of Understanding, understands it, and agrees to be bound by it.

7.16 Severability

Should any term or provision of this Memorandum of Understanding be determined to be illegal or in conflict with any law of the State of California, the validity of the remaining portions or provisions shall not be affected thereby, and each term or provision of this Memorandum of Understanding shall be valid and be enforced as written to the full extent permitted by law.

7.17 Dispute Resolution

All disputes, actions, or proceedings arising in connection with this Memorandum of Understanding shall be Litigated only in Alameda County or, if acceptable to both parties, another mutually agreeable location.

7.18 Right to Audit

During the term of this Memorandum of Understanding, upon reasonable notice not less than three working days, and no more than once per year, parties shall permit auditors or any other duly authorized party agents to inspect all books, records, and accounts relating to amounts invoiced that relate to the South Lake Tahoe Commuter Service, including supporting documentation provided to El

Dorado Transit by vendors in connection therewith. All such books, records, accounts, and documents shall be maintained by El Dorado Transit in accordance with generally accepted accounting principles and be accessible to parties for a period of three (3) years following the expiration of each contract period. Any such inspection shall be performed at the location where the particular book, record or account is normally maintained by the parties.

IN WITNESS THEREOF, this Memorandum of Understanding is executed by the El Dorado County Transit Authority and the Capitol Corridor Joint Powers Authority and is effective on the day and year first hereinabove written.

EL DORADO COUNTY TRANSIT AUTHORITY (EL DORADO TRANSIT):

BY: _____
Brian James, Executive Director

DATE: _____

CAPITOL CORRIDOR JOINT POWERS AUTHORITY (CCJPA)

BY: _____ DATE: _____
Robert Padgette
Managing Director

DATE: _____

Exhibit A: South Lake Tahoe Commuter Schedule, Routing, and Fare Rate.

Exhibit A South Lake Tahoe Commuter Schedule, Routing, and Fare Rate											
Westbound Schedule					Fare Rate	Eastbound Schedule					Fare Rate
Bus Schedule Number			3647	3697		Bus Schedule Number			3624		
Connecting Train Number			547	747		Connecting Train Number			524/720		
Train Station	Sacramento Valley Station (SAC)	DP	4:45pm	5:55pm		Bus Stop	Stateline Transit Center (SLH)	DP	10:00am		
Bus Stop	Cameron Park-N-Ride (PCV)	DP	3:15pm	4:25pm	\$20.00	Bus Stop	South Y Transit Center (SLT)	DP	10:40am		
Bus Stop	Placerville Station Transfer Center (CPC)	DP	3:00pm	4:10pm	\$20.00	Bus Stop	Placerville Station Transfer Center (PCV)	DP	11:00am	\$20.00	
Bus Stop	South Y Transit Center (SLT)	DP	1:40pm	2:50pm	\$34.00	Bus Stop	Cameron Park-N-Ride (CPC)	DP	12:20pm	\$20.00	
Bus Stop	Stateline Transit Center (SLH)	ARR	1:25pm	2:35pm	\$34.00	Train Station	Sacramento Valley Station (SAC)	ARR	12:30pm	\$34.00	

Note: Buses departing and arriving in Sacramento will be connecting to the Capitol Corridor service.

Exhibit B: South Lake Tahoe Commuter Service Cost Summary.

Exhibit B South Lake Tahoe Commuter Service Cost Summary				
Cost	Operating	Third-Party Ticket Vendor	Wifi	Mutual Aid/Roadside Assistance
Total Service Cost:		\$00,000.00		

Notes:

AGENDA ITEM 1 E
Consent Item

MEMORANDUM

DATE: April 4, 2024
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Transportation Development Act Claim for Fiscal Year
2024/2025

REQUESTED ACTION:
BY MOTION,

**Adopt Resolution No. 24-09 Authorizing the Executive Director to file
a Transportation Development Act (TDA) Claim for Fiscal Year
2024/25**

BACKGROUND

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

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

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

DISCUSSION

The LTF claim amount is based on the February 12, 2024, Memorandum from the EDCTC listing the preliminary apportionment available for Public Transportation – Transit – Article 4 as \$4,130,858.66 (see attachment).

The STA claim amount is based on the January 31, 2024, State Controller’s Office STA Fund Allocation Estimate for Fiscal Year 2024/25.

Elsewhere on this agenda, staff is requesting the Board adopt the Preliminary Operating Budget for FY 2024/25. The requested \$4,130,858.66 in LTF funds and Deferred LTF funds of \$3,267,081 represent approximately seventy-six percent (76%) of the projected FY 2023/24 Operating Budget revenue and \$2,219,773 in STA funds for Capital. The FY 2024/25 claim will support maintaining the current level of service with some restoration and/or expansion of services toward pre-pandemic levels over the course of the fiscal period.

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

FISCAL IMPACT

		Proposed <u>Budget</u>
4000.00	Transportation Development Act (TDA/LFT)	\$4,130,858.66
4270.00	State Transit Assistance (STA)	\$2,219,773.00

TDA – 1 TRANSPORTATION DEVELOPMENT ACT CLAIM

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

From: Claimant: El Dorado County Transit Authority

 Address: 6565 Commerce Way

 Diamond Springs, CA 95619-9454

 Contact: Julie Petersen, Finance Manager

 Phone: (530) 642-5383 extension 206

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

Local Transportation Fund/State Transit Assistance Fund:

LTF or STA	Amount	Fiscal Year
LTF	\$ 4,130,858.66	2024/25
STA	\$ 2,219,773.00	2024/25

Submitted by: Brian James

Title: Executive Director

Date: April 4, 2024

EDCTC Date of Approval: _____

EDCTC Resolution #: _____

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 24-09**

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

WHEREAS, the El Dorado County Transit Authority intends to use its TDA Article 4 funding to finance transit services for the Western Slope of El Dorado County;

NOW, THEREFORE, BE IT RESOLVED, that the Executive Director or the designated representative shall be authorized to file a claim for the TDA Article 4 funding for transit services for fiscal year 2024/25 as follows:

Article 4	Operating Expenses	\$4,130,858.66
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BE IT FURTHER RESOLVED, that the Executive Director or the designated representative shall be authorized to file a claim for the STA Article 6.5, Section 99314.6 (c) projects as follows:

Total 2024/2025 Claim	\$2,219,773.00
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PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board, held on the 4th day of April 2024 by the following vote of said Board:

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

George Turnboo, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board



February 12, 2024

Brian James
 Executive Director
 El Dorado County Transit Authority
 6565 Commerce Way
 Diamond Springs, CA 95619

Dear Mr. James,

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

Below is the Preliminary Apportionment and Allocation based on the 2024/25 TDA LTF estimates from the El Dorado County Auditor-Controller.

Preliminary FY 2024/25 Apportionments		
Claimant	Purpose	Amount
El Dorado County Auditor	TDA Administration	\$ 12,000.00
El Dorado County Transportation Commission	TDA Administration	\$ 413,012.49
El Dorado County Transportation Commission Contingency	Create EDCTC Contingency	\$ 240,000.00
El Dorado County Transportation Commission	Planning & Programming	\$ 216,987.51
SACOG (EDCTC Contribution)	Planning & Programming	\$ 100,000.00
City of Placerville or El Dorado County	Pedestrian & Bicycle Facilities – Article 3	\$ 132,058.34
El Dorado County Transit Authority	Public Transportation - Transit - Article 4	\$ 4,130,858.66
EDCTA Contingency	Increase Transit Contingency	\$ 2,000,000.00
City of Placerville	Other Transportation – Article 8	\$ 0.00
El Dorado County	Other Transportation – Article 8	\$ 0.00

The Final TDA LTF Apportionment and Allocation will be presented to the Commission by June 2024.

If you have any questions regarding these estimates, please contact me at (530) 642-5260 or dkeffer@edctc.org.

Sincerely,

Dana Keffer

Dana Keffer
 Administrative Analyst

AGENDA ITEM 2 A
Action Item

TIMED ITEM

1:00 PM

PUBLIC HEARING

MEMORANDUM

DATE: April 4, 2024
TO: El Dorado County Transit Authority
FROM: Erik Bergren, Planning and Marketing Manager
SUBJECT: Public Hearing on Proposed Fare Change

REQUESTED ACTION:

BY MOTION,

- 1. Open Public Hearing**
- 2. Accept Public Comment**
- 3. Close Public Hearing**
- 4. Approve Fare Change, As Provided in Resolution No. 24-07**

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) Title VI Program, adopted December 5, 2019, Section D, states the following: “It is the intent of El Dorado Transit to comply with the Federal Public Comment on Fare Change policy cited in Federal Transit Administration (FTA) Section C. 9030.1C. For the purpose of FTA Section C. 9030.1C comment requirement, El Dorado Transit’s definition of a fare change is a change of any amount compared to existing fare.”

For many years, El Dorado Transit’s Dial-A-Ride (DAR) service has provided an important lifeline transportation link to the residents of El Dorado County, especially in the transit dependent senior and disabled community who reside in areas where there are no local fixed route services. DAR is used for a variety of purposes such as trips to medical appointments, pharmacies, and grocery stores to name a few. Fares are currently calculated on a distance basis with trips of up to four miles at \$2.00 and \$0.50 for each mile thereafter.

In February 2024, a Dial-A-Ride focus group was created consisting of stakeholders and El Dorado Transit staff. This group was asked to evaluate and make recommendations on service improvements and review current customer service policies. During the focus group meeting, one of their recommendations was to eliminate mileage-based fares for DAR and Senior Day Care (Adult Day Services), and a single flat rate be applied across the recommended service area. This will simplify the service, aiding passenger’s ability to use the system as well as making it easier for dispatchers, operators, and management staff to market, explain, and monitor the service. The recommended flat rate fare is \$3.00 per one-way trip.

El Dorado County Transit Authority
April 4, 2024

In the adopted 2024 Short Range Transit Plan (SRTP), simplifying the fare structure for DAR & Senior Day Care (Adult Day Services) from a per-mile, length of trip structure to a fixed rate was recommended to make the service more efficient.

In addition, El Dorado Transit has committed to participating in the California Integrated Travel Project (Cal-ITP) to make riding transit simpler and more cost-effective by allowing riders across California to tap their credit card, Google Wallet, Apply Pay or other digital payment upon boarding. Eliminating the complexity of mileage-based fares is one step towards implementation of the Cal-ITP equipment in the revenue vehicles, and will help with transitioning to a modern and consistent transportation experience.

In accordance with the Title VI public notice requirements, staff is bringing forth the proposed fare change for public review and comment, per the following schedule:

- March 4, 2024 El Dorado Transit posted advanced notice of the public hearing on the website
- March 6, 2024 El Dorado Transit posted advanced notice of the public hearing in the Mountain Democrat, and information regarding the fare changes was posted in the buses
- March 4-April 4, 2024 Public Comment Period
- April 4, 2024 Public Hearing at El Dorado Transit regularly scheduled Board meeting

DISCUSSION

In keeping with the 2024 SRTP and DAR focus group recommendations, and to simplify the fare structure for a more consistent transportation experience, El Dorado Transit staff is proposing to make the following fare structure changes from Resolution No. 24-07:

Service	Current Fares	Proposed Fares
Dial-A-Ride & Senior Day Care (Adult Day Services)	Up to four (4) miles \$2.00 One-way fare More than four (4) miles additional \$0.50 fare per mile	\$3.00 One-way fare

In addition, language was updated throughout the document to add the ability to pay with credit card, Google Wallet, Apple Pay or other digital payment.

As of March 26, 2024, El Dorado Transit has not received any public responses regarding the fare changes. All responses received before the Board Meeting on April 4, 2024 will be reported at the Board Meeting.

FISCAL IMPACT

The average fare per passenger was \$3.56 over the past five years. With a new flat rate fare of \$3.00 for DAR and Senior Day Care (Adult Day Services), the estimated reduction in revenues for Fiscal Year (FY) 2024/25 is \$7,280.

EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. ~~21-17~~24-07

RESOLUTION OF THE BOARD OF DIRECTORS OF
THE EL DORADO COUNTY TRANSIT AUTHORITY
STATING THE FARE STRUCTURE

WHEREAS, the El Dorado County Transit Authority (El Dorado Transit) Board desires to revise the Basic and Discount Fares to generate revenues to fund operating costs.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY TRANSIT AUTHORITY (EL DORADO TRANSIT) AS FOLLOWS:

THAT, this Resolution shall become effective on ~~August 6, 2021~~ April 5, 2024 and as of such date, the El Dorado Transit Fare Structure shall be as hereinafter set forth.

I. PURPOSE, SCOPE AND AUTHORITY OF ADOPTED FARE RESOLUTION

A. Authority to Fix Rates and Charges

The Governing Board of El Dorado Transit is authorized to fix the rates and charges for all transit services. (PUC § 102285 and PUC § 99268)

B. Passenger Service Covered By Fare Structure

El Dorado Transit may provide transit service for the transportation of passengers and their baggage by any means, both within and outside the El Dorado Transit boundaries. (PUC § 102280) This Fare Structure pertains to all El Dorado Transit services.

C. Fare Evasion

Evasion of the payment of any fares; or, the misuse of passes, or tickets, with the intent to evade the payment of fares is an infraction punishable by a fine not to exceed the maximum punishment allowed by law. (Penal Code § 640)

II. FARE STRUCTURE DEFINITIONS

A. Authorized Employee

“Authorized Employee” means those persons authorized by Executive Director to issue temporary passes.

B. Business Day

“Business Day” means a weekday which is not a national or state holiday observed by either the United States, the State of California, El Dorado County, County of Sacramento, or the City of Sacramento.

C. Child

“Child” means a person who has not yet reached his or her sixth (6th) birthday.

D. Complementary Paratransit

Method allowed by the Americans with Disabilities Act (ADA) for the transit operator to provide Demand Response (Dial-a-Ride) during fixed route service hours upon request.

E. Daily Pass

“Daily Pass” means either an El Dorado Transit issued card or ticket or other approved card to which a specified service date or stamp is affixed on the card by El Dorado Transit.

F. Disabled

The Americans with Disabilities Act (ADA) defines a disability as a physical or mental impairment that substantially limits one or more of the major life activities of an individual. Major life activities include caring for one’s self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working. Proof of disability may be established upon boarding by displaying an El Dorado Transit issued I.D. card, an eligibility card issued by another transit agency, or a Medicare card presented along with a valid State issued photo I.D. At the time of card issuance, persons with disabilities and Medicare cardholders must provide either a Medicare card, a DMV disabled placard identification card issued pursuant to Section 22511.5 of the *Vehicle Code*, a Social Security disabled benefits award letter, an El Dorado Transit certification form completed and signed by a physician or authorized representative or any other identification as approved by local, state or federal jurisdictions along with a valid State issued photo I.D.

G. Employee Pass

“Employee Pass” means an El Dorado Transit I.D. card issued to El Dorado Transit employees.

H. Fare

“Fare” means the price charged to transport a passenger, including the passenger’s incidental baggage, for one ride on a transit vehicle operating on Local Fixed Route, Demand Response, Paratransit or Commuter service.

I. Fare Equivalent

“Fare Equivalent” means an El Dorado Transit approved substitute for U.S. currency that may be applied toward the applicable fare by depositing it in the farebox, tapping a loaded Connect Card, credit card, Google Wallet, Apple Pay or other digital payment, or showing a valid bus ticket upon boarding an El Dorado Transit bus. (i.e. El Dorado Transit issued scrip or monthly pass)

J. Fiscal Year

“Fiscal Year” means the period from July 1 of the first year stated through June 30 of the second year stated.

K. Fixed Route Service

“Fixed Route Service” means passenger service provided by El Dorado Transit vehicles in revenue service along a scheduled route, whether or not on a continuous, seasonal, experimental, or emergency basis.

L. Holiday

“Holiday” means the day of observance of a holiday as approved by El Dorado Transit.

M. Intercity Service

“Intercity Service” means an El Dorado Transit service that carries passengers significant distances between cities, towns, or other populated areas with few stops.

N. Lifetime Pass

“Lifetime Pass” means an El Dorado Transit identification card issued to persons eighty (80) years of age or older. The Lifetime Pass entitles the individual to unlimited rides on any local fixed route service.

O. Monthly Pass

“Monthly Pass” means either an El Dorado Transit issued card or other approved I.D. card to which a monthly stamp is affixed, with the month and year printed on the card by El Dorado Transit. Exception: Lifetime passes.

P. Octogenarian

“Octogenarian” means a person 80 years of age or older. Proof of age may be established upon boarding by displaying an El Dorado Transit Lifetime Pass and/or a valid Identification Card that includes a picture and identifies the person’s age.

Q. Payment

“Payment” means one of the following:

- i. The deposit of the applicable fare in U.S. currency or fare equivalents in the farebox upon boarding a transit revenue service vehicle; or
- ii. Displaying appropriate proof of payment, such as fare media provided by El Dorado Transit upon boarding an El Dorado Transit revenue service vehicle, provided that the displayed proof of payment is valid at the time of boarding; or
- iii. Tapping a Connect Card, credit card, Google Wallet, Apple Pay or other digital payment onto the tap box upon boarding an El Dorado Transit bus or van with the appropriate fare being deducted from the card or the appropriate pass already loaded on the card.

R. Peace Officer

“Peace Officer” means any person currently employed by a public agency as a peace officer as defined in California Penal Code Sections 830.1 and 830.2.

S. Personal Care Attendant (PCA)

“Personal Care Attendant (PCA)” means a person who assists a disabled person during their trip on El Dorado Transit vehicles. Disabled passengers may be required to display an El Dorado Transit issued I.D. card affixed with an assistant symbol.

T. Prepaid Fare

“Prepaid Fare” means a fare that is paid before boarding a transit vehicle and is one for which proof of payment is required by El Dorado Transit.

U. Proof of Payment

“Proof of Payment” means the evidence of a prepaid fare that must be displayed by a passenger whenever required or permitted by this Fare Structure resolution in lieu of depositing the applicable fare in U.S. currency or fare equivalents in the farebox upon boarding an El Dorado Transit revenue service vehicle.

V. Retiree

Employee retired from El Dorado Transit with a minimum of five (5) years of employment with El Dorado Transit.

W. Ride

“Ride” means a continuous one-way passenger trip between any two points served by El Dorado Transit on Local Fixed Route, Demand Response, Commuter service or Intercity service without transferring to another transit vehicle.

X. RT

“RT” means the Sacramento Regional Transit District.

Y. Scrip Ticket

“Scrip Ticket” means a single paper scrip issued by El Dorado Transit with a printed denomination appearing thereon.

Z. Senior Citizen

“Senior Citizen” means a person 60 years of age or older. Proof of age may be established upon boarding by displaying an El Dorado Transit I.D. card, an eligibility card issued by another transit agency, a State Department of Motor Vehicles Driver’s License or Identification card issued pursuant to subdivision (b) of Section 13000 of the *California Vehicle Code*, or a passport which includes a picture and identifies the person’s age.

AA. Student

“Student” is a person aged six (6) to nineteen (19), who has not completed a program resulting in a high school diploma or attainment of a General Education Diploma (G.E.D.) or California High School Proficiency Exam (CHSPE) and attends a day program of 240 minutes per day or is enrolled in a certified home school program supervised by an adult if under age sixteen (16) years of age. Also referred to as K-12. Proof of eligibility may be established upon boarding by displaying an El Dorado Transit I.D. card or an eligibility card issued by another transit agency.

- i. To be eligible for an El Dorado Transit issued student pass, El Dorado Transit requires the production of a valid student I.D. card or other similar evidence of enrollment by the person requesting such a pass.

BB. Transit Vehicle

“Transit Vehicle” means an El Dorado Transit revenue service vehicle.

CC. Validated

“Validated” means the process of fixing the date of expiration on an El Dorado Transit ticket by an El Dorado Transit driver or authorized staff member.

DD. Student Access Card

The Los Rios Community College District student access card and the California State University Sacramento student card with Commuter sleeve entitle individuals to unlimited rides on any Local Fixed Route or Commuter Route.

EE. Revenue Service

“Revenue service” includes but is not limited to: Demand Response services, Local Fixed Routes, Commuter Routes, Intercity Routes, demonstration projects and emergency transportation at the direction of the Office of Emergency Services or other authorized emergency response teams. Charter service is excluded as defined by applicable local, state and federal statutes.

III. CONSTRUCTION OF FARE STRUCTURE

A. Applicable Fare

Applicable fare means the price established as set forth in Article VI as a condition of carrying one passenger on any transit vehicle for one ride on Local Fixed Route, Commuter Route, ADA Complementary Paratransit or Dial-a-Ride service.

B. Fare Payment

The applicable fare shall be paid by all persons riding on El Dorado Transit revenue service vehicles.

Fares on El Dorado Transit bus service must be paid upon boarding by either depositing into the farebox U.S. currency or fare equivalents in the amount of the applicable fare, or the passenger shall display appropriate proof of payment valid at the time of boarding in the form of a pass, ticket or a tap of their Connect Card, credit card, Google Wallet, Apple Pay or other digital payment.

C. Appropriate Proof of Payment

Appropriate proof of payment means the evidence of fare prepayment that constitutes the applicable fare. Proof of payment may constitute any one of the following:

1. Monthly pass issued by El Dorado Transit including, when applicable, a monthly stamp affixed to the pass; or
2. El Dorado Transit scrip ticket; or
3. El Dorado Transit employee pass; or
4. Lifetime pass; or
5. Daily pass; or
6. Peace officer identification; or
7. El Dorado Transit retiree pass/id, or
8. Fare media approved by Executive Director within adopted fare structure, or
9. Connect Card, or

10. El Dorado Transit or Amtrak prepaid ticket

D. Fare Equivalent

Fare equivalent is an El Dorado Transit issued scrip ticket or free ride ticket issued by an authorized agent of El Dorado Transit.

E. Valid Proof of Payment

Proof of payment issued by El Dorado Transit is valid as provided below:

1. Monthly Pass/Stamp – An El Dorado Transit monthly pass shall be valid only for the month of the year printed by El Dorado Transit either on the pass or on the stamp to be affixed on an approved photo I.D. card. Notwithstanding the foregoing, a monthly pass shall be valid from the first day to the last day of the month.
2. Lifetime Pass – A lifetime pass issued to persons 80 years of age or older shall be valid during the life of the pass holder.
3. Student Pass – A student pass issued by El Dorado Transit shall be valid only to the student issued the pass for the term specified on the pass.
4. Peace Officer Identification – A peace officer badge or photo identification card issued by a public agency is valid for so long as the bearer of such badge or photo identification is employed by the issuing public entity as a peace officer.
5. Retiree Pass/ID – issued by El Dorado Transit to retired employees.
6. Bus Ticket – A ticket issued by El Dorado Transit, Amtrak or Capitol Corridor as proof of payment in printed or digital format.

IV. FARE STRUCTURE CLASSIFICATIONS

A. Basic Fare

The basic fare shall be in the amount set forth in Article VI. Any passenger paying the basic fare shall be entitled to one ride upon paying the fare.

B. Discount Fare

The discount rate for disabled persons, senior citizens and students K-12 shall be in the amount set forth in Article VI for Local Fixed Route services. Only disabled persons, senior citizens and students K-12 are entitled to one ride on local fixed route service upon displaying the proper disabled, senior citizens or student K-12 I.D. Card or required documentation set forth in Article II and payment of the fare set forth in Article VI.-One (1) child age zero (0) to five (5) may ride at no cost with an adult that

pays a fare or uses a valid prepaid fare media. If more than one (1) child is accompanying one passenger, the passenger shall pay the discount fare for the second and each additional child.

C. Free Fares

Free fares are available for Octogenarian passengers and retired El Dorado Transit employees.

i. Octogenarian Fare

Persons 80 years of age or older are entitled to ride all Local Fixed Route service for free upon displaying the proper identification card.

ii. El Dorado Transit Retiree Fare

Persons retired from El Dorado Transit under El Dorado Transit retirement policy are entitled to ride all Local Fixed Route Intercity and Commuter service for free upon displaying the proper pass/identification card.

D. Special Services

Special services are fixed route service provided under contract between El Dorado Transit and a third party. Special services are open to the public upon payment of the applicable fare. Unless otherwise indicated below, the fare for special services shall be in accordance with the fare structure classifications as set forth in this Article VI. Fares shall not be collected for special service if the cost of such service is paid under the terms of a contract.

V. FARE PREPAYMENT

A. Basic Monthly Pass

The basic monthly pass consists of either an El Dorado Transit issued monthly pass card or an approved card to which an El Dorado Transit monthly stamp is affixed. This pass entitles the bearer to ride on all Local Fixed Route and Commuter services, subject to the following limitations and conditions:

1. The pass may be purchased from El Dorado Transit or designated El Dorado Transit pass outlets by any person; and
2. The pass is valid only on specified services during the month of the year printed by El Dorado Transit on the pass or stamp that is affixed to the bearer's approved card. Notwithstanding the foregoing, a monthly pass shall be valid through the first day of month through the last day of the month; and

3. The monthly pass constitutes prepayment of the basic fare or any fare established in an amount lower than the basic fare of the service for which it is valid; and
4. The monthly pass card or monthly stamp shall be non-refundable and non-exchangeable and shall be sold for the amount established in Article VI. El Dorado Transit is not responsible for lost or stolen passes.

B. Discount Monthly Pass

The discount monthly pass consists of an El Dorado Transit monthly pass card. This entitles the bearer to ride all local fixed route services, subject to the following limitations and conditions:

1. This pass may be purchased only by disabled persons, senior citizens and students K-12; and
2. This pass is valid only during the month of the year printed by El Dorado Transit on the card or loaded onto the Connect Card. Notwithstanding the foregoing, a discount monthly pass shall be valid from the first day through the last day of the month; and
3. For disabled persons, senior citizens and students K-12, this pass constitutes prepayment of the discount fare or any fare established in any amount lower than the discount fare of the service for which it is valid; and
4. The discount monthly pass is non-refundable, non-exchangeable and non-transferable and shall be sold for the amount established in Article VI. El Dorado Transit is not responsible for lost or stolen passes.

C. Basic Day Pass

The Basic Day Pass consists of an El Dorado Transit daily pass card. This entitles the bearer to ride all fixed route services subject to the following limitations and conditions.

1. The pass may be purchased from El Dorado Transit drivers or at the El Dorado Transit office on the day of the pass; and
2. The pass is valid only on specified services during the day of the month printed by El Dorado Transit on the pass or stamp that is affixed to the bearer's approved card or loaded onto the bearer's Connect Card. Notwithstanding the foregoing, a daily pass shall be valid from the first pick-up of the day through the last drop-off of the day on the local fixed routes; and
3. The daily pass constitutes prepayment of the basic fare or any fare established in an amount lower than the basic fare of the service for which it is valid; and

4. The daily pass card or daily stamp shall be non-refundable and non-exchangeable and shall be sold for the amount established in Article VI. El Dorado Transit is not responsible for lost or stolen passes.

D. Discount Day Pass

The Discount Day Pass consists of an El Dorado Transit daily pass card. This entitles the bearer to ride all Local Fixed Route services subject to the following limitations and conditions.

1. This pass may be purchased only by disabled persons, senior citizens and students K-12; and
2. This pass is valid only on specified services during the day of the month printed by El Dorado Transit on the pass or stamp that is affixed to the bearer's approved card or loaded onto the bearer's Connect Card. Notwithstanding the foregoing, a daily pass shall be valid from the first pick-up of the specified service day through the last drop-off of the specified service day on the local fixed routes; and
3. For disabled persons, senior citizens and students K-12, this pass constitutes prepayment of the discount fare or any fare established in any amount lower than the discount fare of the service for which it is valid; and
4. The discount daily pass card or daily stamp shall be non-refundable and non-exchangeable and shall be sold for the amount established in Article VI. El Dorado Transit is not responsible for lost or stolen passes.

E. Employee I.D.

A valid El Dorado Transit employee I.D. card entitles the lawful bearer to ride on all El Dorado Transit services at no charge.

F. Retiree Pass

A valid El Dorado Transit Retiree I.D. entitles an El Dorado Transit retiree with a minimum of five (5) years of employment with El Dorado Transit to ride all Local Fixed Route, Intercity and Commuter services at no charge.

G. Lifetime Pass

A lifetime pass consists of an El Dorado Transit I.D. card and is issued only to persons 80 years of age or older. A lifetime pass entitles the bearer and the bearer's Personal Care Attendant (PCA) to ride for free on all Local Fixed Route service and is valid during the life of the passholder. A lifetime pass is non-transferable and non-exchangeable.

H. Peace Officer Identification

A valid peace officer identification consists of a badge or photo identification card issued by a public agency to persons employed as peace officers. A peace officer identification entitles the bearer to ride on all fixed route service at no charge.

I. Scrip Ticket

All scrip tickets will be sold for the price corresponding to the denomination appearing on the ticket.

J. I.D. Cards

I.D. cards including Connect Cards may be acquired for up to Five Dollars (\$5.00).

VI. FARE AND MONTHLY PASS PRICING

Effective: August 6, 2021, the reduced fares and Daily Max are based on grant awards and may be reversed if grants for fare decreases are not available

A. Local Fixed Routes

Route **20**-Placerville, Route **25**-Saturday Express, Route **30**-Diamond Springs/El Dorado, Route **35**-Diamond Springs Saturday, Route **40**-Cameron Park/Shingle Springs, Route **50x-50** Express, Route **60**-Pollock Pines/Camino and other fixed routes as developed.

One-Way Fare:	General... \$1.50	Senior/Disabled/Student K-12...\$0.75
Daily Pass:	General... \$6.00	Senior/Disabled/Student K-12...\$3.00
Monthly Pass:	General... \$60.00	Senior/Disabled/Student K-12...\$30.00
Temporary Fares	General... \$20.00	Senior/Disabled/Student K-12...\$10.00
Combo RT Pass:	General... \$110.00	Senior/Disabled/Student K-12...\$80.00
Temporary Fares	General...\$100.00	Senior/Disabled/Student K-12...\$65.00

College Student with Valid Student Access Card: Free

Children 5 and Under: Free (limit 1 free ride per paid adult fare)

Temporary Daily Connect Card Max: General...\$4.50 Senior/Disabled/Student K-12...\$2.25

B. Sacramento Commuter Routes:

Monthly Sacramento Commuter Pass	\$180.00
Monthly Combination El Dorado Transit/RT	\$210.00

Sacramento One-way fare	\$5.00
College Student with Valid Student Access Card	Free
Temporary K-12 With Local Fixed Route Monthly Pass	Free

C. Dial-A-Ride (DAR) and Senior Day Care (Adult Day Services):

DAR and Senior Day Care (Adult Day Services): \$3.00 One-way fare
~~fares based on mileage of trip from pickup location to drop off location:~~
~~Up to four (4) miles~~ ~~\$2.00 One-way fare~~
~~More than four (4) miles~~ ~~additional \$0.50 fare per mile~~

D. Sac-Med:

Sac-Med Service \$10.00 One-way fare

E. ADA Complementary Paratransit:

ADA Complementary Paratransit \$3.00 One-way fare

F. Sacramento/South Lake Tahoe Intercity Service:

Sacramento to Tahoe Wye and Stateline Transit Center	\$34.00
Sacramento to Cameron Park	\$20.00
Sacramento to Placerville	\$20.00
Tahoe Wye and Stateline Transit Center to Sacramento	\$34.00
Tahoe Wye and Stateline Transit Center to Cameron Park	\$20.00
Tahoe Wye and Stateline Transit Center to Placerville	\$20.00
Cameron Park to Sacramento	\$20.00
Cameron Park to Tahoe Wye and Stateline Transit Center	\$20.00
Placerville to Sacramento	\$20.00
Placerville to Tahoe Wye and Stateline Transit Center	\$20.00

Children under the age of two (2) ride for free with a paying adult on the Sacramento/South Lake Tahoe Intercity Service.

VII. Fare structures for demonstration projects shall be set by the Executive Director for a period not to exceed twelve (12) months. After a twelve (12) month period, El Dorado Transit will review and consider for adoption, a fare structure for any new service developed through such demonstration project.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board, held on ~~August 5, 2024~~ April 4, 2024 by the following vote of said Board:

AYES: NOES: ABSTAIN: ABSENT:

George Turnboo, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

AGENDA ITEM 2 B
Action Item

MEMORANDUM

DATE: April 4, 2024
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Adopt Fiscal Year 2024/25 Preliminary Operating and Capital Budgets

REQUESTED ACTION:

BY MOTION,

1. **Adopt Resolution No. 24-10 Approving the Fiscal Year 2024/25 Preliminary Operating Budget including revisions**
2. **Adopt Resolution No. 24-11 Approving the Fiscal Year 2024/25 Preliminary Capital Budget**
3. **Form an Ad Hoc Committee to review the proposed Final Fiscal Year 2024/25 Operating and Capital Budgets**
4. **Appoint the Chair and Vice-Chair to the Ad Hoc Budget Review Committee**

BACKGROUND

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

On March 7, 2024, the fiscal year (FY) 2024/25 Preliminary Operating Budget was presented for full Board review. El Dorado Transit is required to operate within a balanced budget.

DISCUSSION

No changes to the Operating Budget FY 2024/25 have been made since the presentation of March 7, 2024.

Final premium amounts are still pending from the CalTIP for Public Liability, Vehicle Physical Damage, and Employment Practices Liability Insurance (EPLI) packages. Workers' Compensation rates are still an estimate as well as Connect Card Administration.

There have been no changes made to the Capital Improvement Plan (CIP) and Budget since the March 7, 2024, presentation.

Staff is requesting the Board adopt the proposed Fiscal Year 2024/25 Preliminary Operating and Capital Budgets as presented and appoint the Chair and Vice-Chair to form an Ad Hoc Committee to review the proposed budgets prior to final adoption. Following at least one meeting and direction from the Budget Review Committee, staff anticipates submission of the Fiscal Year 2024/25 Final Operating and Capital Budgets for Board adoption at the regular June 6, 2024 meeting.

FISCAL IMPACT

The Preliminary FY 2024/25 Operating Budget as presented reflects a projected \$9,730,415 in total operating expenditures balanced to anticipated Federal, State and project specific operating revenues.

The Preliminary Capital Budget reflects a total budget of \$14,227,845 in project costs with a shortfall of \$4,355,303 due to the anticipated needs of the Zero Emissions Bus (ZEB) fleet conversion.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 24-10**

RESOLUTION OF THE EL DORADO COUNTY TRANSIT AUTHORITY ADOPTING THE
PRELIMINARY OPERATING
BUDGET FOR FISCAL YEAR 2024/2025

WHEREAS, Section 11.1 of the Joint Powers Agreement (JPA) establishing the El Dorado County Transit Authority states, *“For each fiscal year, the Board shall adopt capital and operating budgets which are consistent with the requirements of the Regional Transportation Planning Agency, the California Transportation Development Act, the Federal Highway Act of 1973, and the Federal Transit Administration Act as amended from time to time, and all other funding and regulatory agencies involved in the execution of the purpose of EDCTA.”*; and

WHEREAS, Section 7.1 Preliminary Budgets of the Bylaws states, *“The Executive Director shall propose a preliminary operating budget and a preliminary capital budget to the Board on or before the March meeting of each year.”*; and

WHEREAS, the El Dorado County Transit Authority prepared the preliminary operating budget for Fiscal Year (FY) 2024/25 incorporated as an attachment to this resolution; and

WHEREAS, the preliminary operating budget for FY 2024/25 ending June 30, 2025, is based upon continuation of current public transportation services provided by the El Dorado County Transit Authority; and

WHEREAS, the preliminary FY 2024/25 operating budget projected revenue is based on known levels of anticipated funding;

NOW THEREFORE, BE IT RESOLVED, the El Dorado County Transit Authority hereby adopts the preliminary operating budget for FY 2024/25 ending June 30, 2024.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board held on the 4th day of April 2024 by the following vote:

AYES: NOES: ABSTAIN: ABSENT:

George Turnboo, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 24-11**

RESOLUTION OF THE EL DORADO COUNTY TRANSIT AUTHORITY ADOPTING THE
PRELIMINARY CAPITAL PLAN AND BUDGET FOR FISCAL YEAR 2024/25

WHEREAS, Section 11.1 of the Joint Powers Agreement (JPA) establishing the El Dorado County Transit Authority states, *“For each fiscal year, the Board shall adopt capital and operating budgets which are consistent with the requirements of the Regional Transportation Planning Agency, the California Transportation Development Act, the Federal Highway Act of 1973, and the Federal Transit Administration Act as amended from time to time, and all other funding and regulatory agencies involved in the execution of the purpose of EDCTA.”*; and

WHEREAS, Section 7.1 Preliminary Budgets of the Bylaws states, *“The Executive Director shall propose a preliminary operating budget and a preliminary capital budget to the Board on or before the March meeting of each year.”*; and

WHEREAS, the El Dorado County Transit Authority prepared the preliminary capital plan and budget for Fiscal Year (FY) 2024/25 incorporated as an attachment to this resolution; and

WHEREAS, the preliminary capital plan and budget for FY 2024/25 ending June 30, 2025 is based upon continuation of current public transportation services provided by the El Dorado County Transit Authority; and

WHEREAS, the preliminary FY 2024/25 capital plan and budget projected revenue is based on known levels of anticipated funding;

NOW THEREFORE, BE IT RESOLVED, the El Dorado County Transit Authority hereby adopts the preliminary capital plan and budget for FY 2024/25 ending June 30, 2025.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board held on the 4th day of April 2024 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

George Turnboo, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

**EL DORADO COUNTY TRANSIT AUTHORITY
PRELIMINARY OPERATING BUDGET 2024/2025**

OPERATING BUDGET		FY 2024/2025 Preliminary Approved 03/07/24	FY 2024/2025 Preliminary Presented 04/04/24	Difference
REVENUE ACCOUNTS				
4000.00	Transportation Development Act (TDA/LTF)	\$4,130,858	\$4,130,858	\$0
4000.00	Transportation Development Act (TDA/LTF) Deferred	\$3,267,081	\$3,267,081	\$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	\$0	\$0	\$0
4100.06	Federal Transit Administration (FTA) ARPA Act Section 5311 Grant	\$138,875	\$138,875	\$0
4107.03	Fair Shuttle AB2766 Grant	\$32,000	\$32,000	\$0
4109.04	Low Carbon Transit Operations Program (LCTOP) Grant	\$0	\$0	\$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
4270.01	State of Good Repair (SGR) Program	\$0	\$0	\$0
4300.00	Cash Fares	\$135,000	\$135,000	\$0
4310.00	Contract Services	\$177,000	\$177,000	\$0
4330.00	Commuter Route Fare Media	\$389,000	\$389,000	\$0
4350.00	Local Route Fare Media	\$44,000	\$44,000	\$0
4360.00	Paper Scrip	\$4,200	\$4,200	\$0
4370.00	CCJPA	\$185,000	\$185,000	\$0
4400.00	Advertising Revenue	\$36,000	\$36,000	\$0
4970.00	Interest Income	\$132,000	\$132,000	\$0
4990.00	Misc. Revenue	\$400	\$400	\$0
5060.00	Offset Reserve Fund - CalTIP (restricted)	\$134,470	\$134,470	\$0
TOTAL REVENUES		\$9,730,415	\$9,730,415	\$0
SALARY & BENEFIT ACCOUNTS				
5010.00	Regular Employees	\$3,466,705	\$3,466,705	\$0
5010.02	Temporary Employees	\$90,000	\$90,000	\$0
5010.07	Overtime	\$95,000	\$95,000	\$0
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	\$938,000	\$938,000	\$0
5020.02	Health Insurance	\$1,585,000	\$1,585,000	\$0
5020.03	Unemployment Insurance	\$10,000	\$10,000	\$0
5020.04	LT Disability/Life Ins	\$43,000	\$43,000	\$0
5020.05	Worker's Comp	\$203,000	\$203,000	\$0
5070.01	OASDI - Payroll Tax - FICA	\$6,000	\$6,000	\$0
5070.02	MEDICARE - Payroll Tax	\$50,000	\$50,000	\$0
TOTAL SALARY & BENEFITS		\$6,513,705	\$6,513,705	\$0
SERVICE & SUPPLY ACCOUNTS				
5030.00	Professional Services	\$350,000	\$350,000	\$0
5030.10	Employee Medical Exams	\$10,000	\$10,000	\$0
5030.30	Background Checks	\$3,000	\$3,000	\$0
5040.00	Vehicle Maintenance (In-House)	\$440,000	\$440,000	\$0
5040.01	Fuel Purchase	\$750,000	\$750,000	\$0
5040.02	Vehicle Maintenance/Tires & Tubes	\$135,000	\$135,000	\$0
5040.03	Vehicle Maintenance/Lubricants	\$47,000	\$47,000	\$0
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
5050.01	Communications - Phone	\$35,000	\$35,000	\$0
5050.02	Utilities	\$50,000	\$50,000	\$0
5050.03	Utilities/ Park & Rides	\$24,000	\$24,000	\$0
5060.01	Insurance Premiums/Public Liability	\$381,000	\$381,000	\$0
5060.02	Insurance Premiums/Physical Damage	\$26,000	\$26,000	\$0
5060.03	Insurance Premiums/Commercial	\$15,000	\$15,000	\$0
5060.04	Insurance Premium EPLI Package	\$28,000	\$28,000	\$0
5090.00	Operating Expense - Other	\$2,000	\$2,000	\$0
5090.01	Household Expenses	\$18,000	\$18,000	\$0
5090.02	Shop Clothing & Supplies	\$10,000	\$10,000	\$0
5090.05	Uniforms - Other	\$15,000	\$15,000	\$0
5090.06	Service Contracts/Equipment	\$200,000	\$200,000	\$0
5090.08	Pubs/Legal Notices	\$13,000	\$13,000	\$0
5090.20	Communications - Radio	\$500	\$500	\$0
5090.30	Staff Development/Travel	\$30,000	\$30,000	\$0
5090.40	Memberships	\$6,000	\$6,000	\$0
5090.50	Safety Equipment/Training	\$5,000	\$5,000	\$0
5090.70	Office Expense	\$15,000	\$15,000	\$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
5090.75	Printing	\$10,000	\$10,000	\$0
5090.80	Postage	\$4,000	\$4,000	\$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
5160.00	Maintenance/Other	\$2,000	\$2,000	\$0
5160.01	Maintenance/Buildings	\$15,000	\$15,000	\$0
5160.03	Maintenance/Equipment	\$4,000	\$4,000	\$0
5160.05	Maintenance/Grounds	\$6,500	\$6,500	\$0
5160.07	Park and Ride Maintenance	\$47,500	\$47,500	\$0
5160.09	Maintenance/Bus Stop	\$3,000	\$3,000	\$0
4108.03	Fair Shuttle AB2766 Grant	\$0	\$0	\$0
5008.01	MY RIDE - Mileage Expenses	\$140,000	\$140,000	\$0
6270.00	Contingency	\$283,410	\$283,410	\$0
TOTAL SERVICES AND SUPPLIES		\$3,216,710	\$3,216,710	\$0
TOTAL OPERATING EXPENSES		\$9,730,415	\$9,730,415	\$0

El Dorado County Transit Authority
Preliminary Capital Improvement Plan Budget FY 2024/25

Status	CIP Project Number	Project Description	Completion Estimate (FY)	Project Budget	FY 2024/25 Expenditures	STA* \$8,815,543	FTA Section 5307 \$700,000	FTA Section 5310 \$236,000	LCTOP \$824,697	SB1 / SGR \$583,038	Unfunded	
ACTIVE	20-04	Maintenance Facility Swamp Cooler and Steam Cleaner Modifications	2024/25	\$168,675	\$168,675	\$168,675					\$0	
ACTIVE	22-02	El Dorado Hills Park and Ride Improvements	2026/27	\$2,800,000	\$50,000	\$2,100,000					\$700,000	
ACTIVE	22-03	Zero Emission Vehicles and Infrastructure	2026/27	\$8,280,000	\$0	\$3,800,000			\$824,697		\$3,655,303	
ACTIVE	22-04	Bass Lake Park & Ride - Phase I	2025/26	\$400,000	\$0	\$400,000					\$0	
ACTIVE	22-05	Scheduling and Dispatching Software Replacement	2024/25	\$230,000	\$0	\$50,000		\$180,000			\$0	
ACTIVE	23-02	Bus Parking Lot Rehabilitation	2025/26	\$583,038	\$134,076	\$0				\$583,038	\$0	
ACTIVE	24-02	Passenger Security Surveillance & Lighting	2025/26	\$300,000	\$300,000	\$300,000					\$0	
ACTIVE	24-04	Collision Avoidance System Upgrade	2024/25	\$358,050	\$358,040	\$358,040						
ACTIVE	24-05	Supervisor and Admin Staff Vehicle Replacement	2024/25	\$78,082	\$78,082	\$78,082						
ACTIVE	25-01	Administration/Maintenance Facility Equipment	2024/25	\$40,000	\$40,000	\$40,000						
ACTIVE	25-02	Bus Stop Improvements, Maintenance and Repairs	2024/25	\$40,000	\$40,000	\$40,000						
ACTIVE	25-03	Cambridge Road Park and Ride Improvements	2025/26	\$950,000	\$950,000	\$950,000						
Project Totals					\$14,227,845	\$2,118,873	\$8,284,797	\$0	\$180,000	\$824,697	\$583,038	\$4,355,303
Remaining Funds Available							\$530,746	\$700,000	\$56,000	\$0	\$0	-\$4,355,303

*Balance Per FY 2022/23 Audited Financials

Project Status: In Progress Funded Unfunded

AGENDA ITEM 2 C
Action Item

MEMORANDUM

DATE: April 4, 2024
TO: El Dorado County Transit Authority
FROM: Erik Bergren, Planning and Marketing Manager
SUBJECT: Caltrans Division of Rail and Mass Transportation Low Carbon Transit Operations Program (LCTOP) Grant

REQUESTED ACTION:

BY MOTION,

Adopt Resolution No. 24-08 Authorizing the El Dorado County Transit Authority and the Executive Director to execute all documents for the Caltrans Division of Rail and Mass Transportation Low Carbon Transit Operations Program (LCTOP), Fiscal Year 2023/24

BACKGROUND

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

DISCUSSION

With approval, El Dorado Transit staff anticipates applying for the full available Fiscal Year (FY) 2023/24 allocation of \$491,690 in LCTOP funds to potentially deliver one (1) project meeting program requirements. Building on the recommendations in the adopted Western El Dorado County 2019 Short- and Long- Range Transit Plan, staff proposes to apply LCTOP funding to support future purchases of zero emission vehicles.

FISCAL IMPACT

The Fiscal Year (FY) 2023/24 LCTOP allocation represents a total of \$491,690 in grant revenue. If approved, the entire amount will be designated for application toward the future purchase of zero emission vehicles and charging infrastructure.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 24-08**

AUTHORIZATION FOR THE EXECUTION OF THE
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)
FOR THE FOLLOWING PROJECT:
ZERO EMISSION VEHICLES
\$491,690 IN LOW CARBON TRANSIT OPERATIONS PROGRAM FUNDS

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

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

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

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

WHEREAS, El Dorado Transit wishes to delegate authorization to execute these documents and any amendments thereto to Brian James, Executive Director; and

WHEREAS, El Dorado Transit wishes to implement the LCTOP project listed below,

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

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of El Dorado Transit that it hereby authorizes the submittal of the following project nominations and allocation requests to the Department in FY 2023-24 LCTOP funds:

Project Name: Zero Emission Vehicles

Amount of LCTOP Funds Requested: \$491,690

Description of Projects: Purchase of Zero Emission Vehicles with required charging equipment

Contributing Sponsors: No contributing sponsors

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board, held on this 4th day of April, 2024, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

George Turnboo, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board



Newsletter

April 2024 - June 2024
Volume 8 - Number 2

El Dorado County Fair Free Parking Shuttle

El Dorado Transit will provide free shuttle service for the 2024 El Dorado County Fair from Thursday, June 13, 2024 through Sunday, June 16, 2024. Shuttle buses will operate from 11:30am to 12:30am on Thursday and Friday; 9:30am to 12:30am on Saturday and from 11:30am to 10:30pm on Sunday. Shuttles will be available from the following parking locations:

- El Dorado County Library (on Ray Lawyer Drive)
- Ray Lawyer Drive Park and Ride

The Fair shuttle is funded by a grant from the El Dorado County Air Quality Management District with support from the El Dorado County Fair Association.

Shuttle Hours

Thursday....11:30am to CLOSE
 Friday.....11:30am to CLOSE
 Saturday.....9:30am to CLOSE
 Sunday.....11:30am to CLOSE



Go to www.eldoradotransit.com
or call (530) 642-5383
for more information

No animals except service animals allowed on the shuttle



Get YOUR GO PASS and GO!
Ride all local buses June & July for only \$5!

Student Summer GO Pass

This Summer students in grades K-12 can get unlimited rides on all El Dorado Transit's Local Fixed routes for just \$5.00. The pass is valid from June 1, 2024 through July 31, 2024.

The Local routes provide service to the following locations that can be enjoyed all summer long:

- Library
- Movie Theaters
- Parks and Pools
- Recreational Centers
- Restaurants

The Summer GO Pass can be purchased and loaded onto a Connect Card online or at a Connect Card sales outlet. Connect Cards can be obtained from the El Dorado Transit Office.

For more information regarding the Summer GO Pass visit www.eldoradotransit.com/news or call El Dorado Transit at (530) 642-5383.

Turnboo Gets Behind the Wheel as Chairperson

At the February 1, 2024 Board of Directors Meeting for the El Dorado County Transit Authority, George Turnboo, El Dorado County Board of Supervisors, District 2, was appointed Chairperson for the 2024 calendar year. David Yarbrough, City of Placerville Councilmember, was appointed Vice Chairperson. Turnboo replaces Jackie Neau, current Mayor of Placerville, who received a recognition plaque for her honorable 2023 term.

Turnboo has been on the El Dorado County Transit Authority Board since 2021. Yarbrough has been on the board since 2023.



School Celebrates Bus Wrap Contest Winner

It was a normal Friday at Valley View Charter Montessori, until the big blue bus drove in and interrupted sixth period. On both sides of the bus was Nevaeh Smith's winning "Design a Bus Wrap Contest" artwork. Her parents and her school had managed to keep her winning effort a secret until this moment. With her fellow students, teachers and family in attendance, Nevaeh couldn't believe it. And after some slight encouragement and chants of "Nevaeh! Nevaeh!" she posed for pictures and talked softly about how she created her winning entry.

Nevaeh is 13 years old and is an 8th grade student at Valley View Charter Montessori School in El Dorado Hills. Look for her winning artwork on an El Dorado Transit bus today!

"This is a project that we've been working on for a long time," said Brian James, Executive Director of El Dorado Transit. "We thought this would be a fun project where we could work with the El Dorado County Office of Education and local students."

The Design a Bus Wrap Contest was open to junior high school and high school students in El Dorado County.

"We are excited to have Nevaeh's winning artwork on one of our local buses," said Erik Bergren, Planning and Marketing Manager for El Dorado Transit. "Our buses typically travel 45,000 miles annually while transporting local riders, so Nevaeh's design will be seen all over El Dorado County."



Holiday Schedule April-June Holiday Schedule

Monday, May 27th Memorial Day
Wednesday, June 19th Juneteenth

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