

**EL DORADO COUNTY TRANSIT AUTHORITY
BOARD OF DIRECTORS MEETING
CONFORMED MINUTES
Thursday, May 1, 2025; 1:00 PM
Regular Meeting**

Chairperson: David Yarbrough, City of Placerville Councilmember
Vice Chairperson: Brian Veerkamp, County of El Dorado Supervisor, District III
Jackie Neau, City of Placerville Councilmember
Lori Parlin, County of El Dorado Supervisor, District IV
George Turnboo, County of El Dorado Supervisor, District II

- John Clerici, Alternate for City Councilmembers
- Greg Ferrero, Alternate for County of El Dorado Supervisor, District I

Executive Director: Brian James

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

PLEASE NOTE: If all board members are present in person, public participation by Zoom is for convenience only and is not required by law. If the Zoom feed is lost for any reason, the meeting may be paused while a fix is attempted but the meeting may continue at the discretion of the Chairperson.

The meeting recessed after closed session at 2:10 PM
The meeting reconvened to open session at 2:57 PM
The meeting adjourned at 3:23 PM

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

ROLL CALL

Directors Present: Jackie Neau, Lori Parlin, George Turnboo, Brian Veerkamp, David Yarbrough

A quorum was present.

ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR

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

M/S: Turnboo/Neau

Ayes: Neau, Parlin, Turnboo, Veerkamp, Yarbrough

RECESS TO CLOSED SESSION

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

Closed Personnel Session Pursuant to Government Code Section 54954.5 –
PUBLIC EMPLOYMENT Title: Human Resources Manager

Recessed to closed session at 1:05 PM

RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

Reconvened to open session at 2:10 PM. No report out.

The meeting then recessed until 2:57 PM

OPEN FORUM

N. Speal

1. **CONSENT CALENDAR**

- A. Approve Conformed Minutes of Regular Meeting April 3, 2025 (*Wilcher*)
- B. Receive and file March 2025 Check Registers (*Hewett*)
- C. Receive and file March 2025 Ridership Reports (*Bergren*)
- D. Receive and file Quarterly Investment Report for quarter ending 03/31/2025 (*Hewett*)
- E. 1. Adopt Resolution No. 25-11 identifying fuel as exempt from competitive bidding and authorize the Executive Director to procure fuel from outside vendors (*Hewett*)

2. Approve Blanket Purchase Order No. B31007 issued to Dawson Oil Company in the amount of \$800,000 for fiscal year 2025/26

3. Approve Blanket Purchase Order No. B31057 issued to Hunt & Sons, Inc in the amount of \$25,000 for fiscal year 2025/26
- F. Approval of Purchase Orders above \$25,000 for Fiscal Year 2025/26 (*Hewett*)
- G. Adopt Resolution No. 25-12 authorizing the Executive Director to file a Transportation Development Act (TDA) claim for Fiscal Year 2025/26 (*Hewett*)

2. **ACTION ITEMS**

TIMED ITEM 1:00 PM

- A. Public Hearing to review and acknowledge job vacancy status and recruitment efforts (*Harris*)

Action: Chair Yarbrough opened the Public Hearing to accept public comment on the status of the job vacancies and recruitment efforts. There was no public comment on this item.

M/S: Parlin/Turnboo

Ayes: Neau, Parlin, Turnboo, Veerkamp, Yarbrough

- B. 1. Adopt Resolution No. 25-14 approving the appointment of Julie Petersen as extra help and waive the 180-day waiting period (*Harris*)

2. Authorize the Chair to sign the draft, limited duration employment agreement with Julie Petersen to provide guidance on special issues for the incoming Finance Manager

Action: After board discussions, Vice-Chair Veerkamp made a motion to take no action on item 2B and Director Turnboo seconded the motion with all board members in favor.

M/S: Veerkamp/Turnboo

Ayes: Neau, Parlin, Turnboo, Veerkamp, Yarbrough

- C.** Adopt the updates to the Petty Cash Policy (Policy No. B-4) to adopt Resolution No. 25-13 authorizing the El Dorado County Transit Authority to maintain a maximum amount in the petty cash fund of five hundred dollars (\$500.00) *(Hewett)*

Action: Item was approved unanimously as requested by staff thereby authorizing the maximum amount in the petty cash fund of five hundred dollars (\$500.00)

M/S: Parlin/Veerkamp

Ayes: Neau, Parlin, Turnboo, Veerkamp, Yarbrough

- D. 1.** Approve Contract Amendment No. 1 between the City of Placerville and El Dorado County Transit Authority for mitigation related costs *(Hewett)*

2. Approve Purchase Order No. 30199 issued to City of Placerville in the amount of \$116,892.21

3. Authorize the Executive Director to execute the contract and all related documents necessary to complete the project+

Action: Item approved unanimously as requested by staff.

M/S: Veerkamp/Turnboo

Ayes: Neau, Parlin, Turnboo, Veerkamp, Yarbrough

- E. 1.** Approve increase to overall Capital Improvement Plan (CIP) budget for Project No. 22-04 to the total amount of \$800,000.00 *(Hewett)*

2. Award contract for Bass Lake Road Park & Ride Landscaping to the lowest responsible bidder, consistent with the bid documents upon legal review and approval

3. Approve Purchase Order No. 30200 to Saenz Landscape Company in the amount of \$408,886.79

4. Authorize the Executive Director to execute the contract (including change orders but not to exceed CIP budget), and all related documents necessary to complete the project

Action: Item approved unanimously as requested by staff.

M/S: Turnboo/Neau
Ayes: Neau, Parlin, Turnboo, Veerkamp, Yarbrough

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

ADJOURNMENT

Chair Yarbrough adjourned the meeting at 3:23 PM. The next regularly scheduled meeting is Thursday, June 5, 2025.

Respectfully Submitted,

Megan Wilcher
Secretary to the Board

* Verbal Report