



EL DORADO TRANSIT

EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING

AGENDA

Thursday, February 5, 2026; 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 County of El Dorado Board of Supervisors Meeting Room 330 Fair Lane, Bldg. A Placerville, CA 95667	Remotely By Computer: https://edcgov-us.zoom.us/j/86134567267 By Phone: 669-219-2599 Meeting ID: 861 3456 7267
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Members of the public may call in during the meeting and are encouraged to submit public comment via email to mwilcher@eldoradotransit.com up until 2 hours before the start of the meeting. Written comments will be entered into the meeting’s minutes and the Board will consider all comments at the appropriate time. Members of the public may address any item on the agenda prior to board action, comments will be limited to no more than three (3) minutes.

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

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

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.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

ELECTION OF OFFICES

PAGE

- A. Election of Chairperson and Vice-Chairperson for Calendar Year 2026 5
- B. Oath of Office

CEREMONIAL ITEMS

- A. Newly elected Chairperson plaque presentation to outgoing Chairperson David Yarbrough

ROLL CALL

RECESS TO CLOSED SESSION

Closed Personnel Session Pursuant to Government Code Section 54954.5 –
CONFERENCE WITH LABOR NEGOTIATORS
Unrepresented employee: Executive Director

RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

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. CONSENT CALENDAR

PAGE

- A. Approve Conformed Minutes of Regular Meeting December 4, 2025 (*Wilcher*) 6
- B. Receive and File November and December 2025 Check Registers (*Hewett*) 10
- C. Receive and File November and December 2025 Ridership Reports (*Bergren*) 16

1.	<u>CONSENT CALENDAR CONTINUED</u>	<u>PAGE</u>
	D. Authorizing the Adoption of Resolution Numbers 26-01, 26-02 and 26-03 for Federal Transit Administration Funding Programs (<i>Bergren</i>)	20
	E. Approve Revised Blanket Purchase Orders and Purchase Orders above \$25,000 for Fiscal Year 2025/26 (<i>Hewett</i>)	27
	F. Receive and File Quarterly Investment Report for Quarter Ending 12/31/2025 (<i>Hewett</i>)	38
	G. Adopt Resolution No. 26-04 Replacing the Existing Drug and Alcohol Policy with the New Proposed Version (<i>Robinson</i>)	40
	H. Adopt Resolution No. 26-05 Authorizing the Use of Teleconferencing for Board of Directors and Transit Advisory Committee Meetings (<i>Wilcher</i>)	54
2.	<u>ACTION ITEMS</u>	
	A. 1. Approve the Increased Allocation of Equipment Technician I/II from 3 FTE to 4 FTE Effective February 7, 2026	58
	2. Approve the Proposed Revised Allocation Table and Organizational Chart Effective February 7, 2026	
	3. Adopt Resolution No. 26-06 Revising the Personnel Allocation Table for Fiscal Year (FY) 2025/26 (<i>Hewett</i>)	
	B. 1. Adopt Proposed Fiscal Year 2025/26 Mid-Year Operating Budget Adjustments	63
	2. Approve Line-item Increase of \$134,666 to Contingency (<i>Hewett</i>)	
	C. Ratification of the Executive Director Employment Contract (<i>Hewett</i>)	67
3.	<u>INFORMATION ITEMS</u>	
	A. Receive Final Capital Improvement Plan Project #26-03 Cradlepoint Mobile Router Replacements (<i>Hewett</i>)	74
	B. Newsletter January – March 2026 (<i>Bergren</i>)	75

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

ADJOURNMENT

* Verbal Report

NEXT REGULARLY SCHEDULED
EL DORADO COUNTY TRANSIT AUTHORITY BOARD MEETING
Thursday, March 5, 2026 1:00 P.M.
County of El Dorado
Board of Supervisors Meeting Room
330 Fair Lane, Bldg A, Placerville, CA 95667

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

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

ACTION ITEM
Election of Officers

MEMORANDUM

DATE: February 5, 2026
TO: El Dorado County Transit Authority
FROM: Megan Wilcher, Secretary to the Board/Administrative Coordinator
SUBJECT: Election of Chairperson and Vice-Chairperson

REQUESTED ACTION:

BY MOTION,

Elect Chairperson and Vice-Chairperson for Calendar Year 2026

BACKGROUND

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

Chairperson Duties

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

Vice-Chairperson Duties

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

DISCUSSION

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



EL DORADO TRANSIT

**EL DORADO COUNTY TRANSIT AUTHORITY
BOARD OF DIRECTORS MEETING
CONFORMED MINUTES
Thursday, December 4, 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
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CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairperson Yarbrough called the meeting to order at 1:00 PM.

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.

Item 1H was pulled for discussion.

M/S: Neau/Veerkamp

Ayes: Neau, Parlin, Turnboo, Veerkamp, Yarbrough

OPEN FORUM

None

1. CONSENT CALENDAR

A. Approve Conformed Minutes of Regular Meeting November 6, 2025 (*Wilcher*)

B. Receive and File October 2025 Check Registers (*Hewett*)

C. Receive and File October 2025 Ridership Reports (*Bergren*)

D. Approve the El Dorado County Transit Authority Board of Directors Meeting Schedule for 2026 (*Wilcher*)

E. Receive and File Fiscal Year 2024/25 Independent Financial Audit, Single Audit and Compliance Reports (*Hewett*)

F. Adopt Resolution No. 25-28 Authorizing the Executive Director to Submit an Application to the El Dorado County Air Quality Management District AB2766 Motor Vehicle Emission Reduction Grant Program (*Bergren*)

G. 1. Adopt Resolution No. 25-29 Approving the Update of the El Dorado County Transit Authority Title VI Program

2. Authorize Executive Director to Execute All Documents Necessary for Implementation of the Title VI Program (*Bergren*)

H. 1. Approve Purchase Order No. 31184 Issued to Gillig in the Amount of \$1,471,147.20 for the Purchase of one (1) 35' Gillig Battery Electric Bus (BEB)

2. Authorize the Executive Director to Execute the Purchase Contract and Related Documents Necessary to Complete Capital Improvement Plan Project #22-03, provided that Contract Costs Do Not Exceed the Approved Project Budget (*Bergren*)

This item was pulled for discussion and voted on separately.

M/S: Parlin/Veerkamp

Ayes: Neau, Parlin, Turnboo, Veerkamp, Yarbrough

2. ACTION ITEMS

None

3. INFORMATIONAL ITEMS

A. Status of Unfunded Liabilities for Pension and Other Post-Employment Benefit (OPEB) Programs (*Hewett*)

Information item. No vote taken.

B. Draft of Updated Drug and Alcohol Policy (*Robinson*)

Information item. No vote taken.

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

RECESS TO CLOSED SESSION

The board recessed to closed session at 1:16 PM

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

RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

The board reconvened to open session at 1:38 PM. No report out.

ADJOURNMENT

Chair Yarbrough adjourned the meeting at 1:39 PM. The next regularly scheduled meeting is Thursday, February 5, 2026.

Respectfully Submitted,

**Megan Wilcher
Secretary to the Board**

* Verbal Report

AGENDA ITEM 1 B
Consent Item

MEMORANDUM

DATE: February 5, 2026
TO: El Dorado County Transit Authority
FROM: Kate Hewett, Finance Manager
SUBJECT: Receive and File November & December 2025 Check Registers

REQUESTED ACTION:
BY MOTION,

Receive and File November & December 2025 Check Registers

BACKGROUND

The following check register includes routine transactions for the months of November & December 2025. These expenditures fall within budgets adopted by the El Dorado County Transit Authority Board of Directors.

DISCUSSION

Ten (10) items merit further detail:

- Check #41842 – Kuba Inc.....\$27,000.00
This check pays the obligation for the equipment installation to add Kub (Tap 2 Pay) in each of the transit revenue vehicles using Transit and Intercity Rail Capital Program (TIRCP) and Local Transportation Funds (LTF); CIP # 25-05.
- Check #41857 – Dokken Engineering.....\$2,903.00
This check pays the obligation for Consulting Work, performed in August and September 2025, to Improve the Bus Parking Lot using Local Transportation Funds (LTF); CIP # 25-02.
- Check #41888 – Regional Government Services.....\$161.40
This check pays the obligation for the services related to updating the DBE and Procurement Manual using Local Transportation Funds (LTF); No CIP.
- Check #41907 – Trackit, LLC.....\$19,000.00
This check pays the obligation for the Trackit Manager Software & Set Up Fee (Safety Sensitive Information), using Local Transportation Funds (LTF); No CIP.

Check #41977 – American Water Works Inc.....\$18,347.13
This check pays the obligation for the purchase of a pressure washer trailer and the corresponding registration using Local Transportation Funds (LTF); No CIP.

Check #41987 – LSC Transportation Consultants, Inc.....\$1,233.50
This check pays the obligation for consulting work regarding the collection and review of compliance documents using Local Transportation Funds (LTF); No CIP.

Check #42002 – Applied Video Solutions, Inc.....\$7,726.59
This check pays the obligation for the Security Systems Upgrade Project using Local Transportation Funds (LTF): CIP #24-02.

Check #42015 – Dokken Engineering.....\$2,110.00
This check pays the obligation for Consulting Work, performed in October 2025, to Improve the Bus Parking Lot using Local Transportation Funds (LTF); CIP # 25-02.

Check #42127 – Michael Saenz (Saenz Landscaping).....\$213,630.91
This check pays the obligation for landscape installation (second installment) at the Bass Lake Road Park & Ride using Local Transportation Funds (LTF): CIP #22-04.

Check # 42136 – Special District Risk Management Authority.....\$19,746.09
This check pays the obligation for the FY24/25 Annual Workers’ Compensation Reconciliation using Local Transportation Funds (LTF): No CIP.

EL DORADO COUNTY TRANSIT AUTHORITY
Check Register
November through December 2025

Date	Check #	Name	Description	Amount
11/06/2025	41837	DAWSON OIL	OCTOBER 2025 - FUEL PURCHASES	\$61,194.90
11/06/2025	41838	GILLIG LLC	GILLIG PARTS FOR MULTIPLE BUS REPAIRS	\$7,472.22
11/06/2025	41839	GWP HOLDINGS LLC	COOLANT LEVEL SWITCHES, GASKETS, SENSORS, TURBOACTUATOR KITS, & VALVES	\$11,048.08
11/06/2025	41840	RON DUPRATT FORD	AIRBAG LIGHT DIAGNOSIS, ELEMENTS, & SCREEN	\$452.02
11/06/2025	41841	RTS IT INC	NOVEMBER 2025 - EMAIL ENCRYPTION & IT CARE GOLD SERVICE PLAN	\$8,312.50
11/06/2025	41842	KUBA INC	EQUIPMENT INSTALLATION FOR TAP 2 PAY IN VEHICLES	\$27,000.00
11/06/2025	41844	49ER LIVE SCAN	LIVE SCAN FINGERPRINTING (1)	\$25.00
11/06/2025	41845	AC TOWING AND TRANSPORT LLC	TOW - BREAKDOWN ON VEHICLE #1704	\$716.24
11/06/2025	41846	AT&T	CENTRAL BILLING 9-24-25 TO 10-23-25 (BAN)	\$91.12
11/06/2025	41847	AT&T MOBILITY	OCTOBER 2025 - WIRELESS SERVICE FOR SURVEILLANCE CAMERAS AT PARK & RIDES	\$188.12
11/06/2025	41848	AT&T MOBILITY LLC	VEHICLE CARD READER SIM CARDS 9/5/25 - 10/4/25	\$1,530.00
11/06/2025	41849	AUTOZONE INC	BRAKE PADS, DRAIN PLUGS, FILTERS, FLUIDS, JUMP STARTER, WIPER BLADES, & STP	\$1,145.14
11/06/2025	41850	C & H MOTOR PARTS	HEADLIGHT BULBS & MUD FLAP	\$61.23
11/06/2025	41851	CAL.NET	NOVEMBER 2025 - CCTV CAMERA SERVICE	\$176.92
11/06/2025	41852	CALIFORNIA SPECIAL DISTRICTS ASSOCIATION	VOIDED CHECK - VENDOR NEVER RECEIVED MAILED CHECK	\$0.00
11/06/2025	41853	CALIFORNIA STEAM INC	WATERMAZE REPAIR	\$635.32
11/06/2025	41854	CANTER BUYER PARENT LP	12R22.5H 150L ENDURANCE, LT225/75R16 115R WORKHORSE, & 225-65R17 ASSURANCE	\$3,653.27
11/06/2025	41855	CAPITOL CLUTCH & BRAKE INC	CARTRIDGE, PURGE, & VALVE KITS	\$1,734.75
11/06/2025	41856	CUSTOM EMBROIDERY CONCEPTS	SHIRTS & JACKETS (3 EMPLOYEES)	\$278.85
11/06/2025	41857	DOKKEN ENGINEERING	AUG & SEPT 2025 - BUS PARKING LOT IMPROVEMENT PROJECT - PROGRESS REPORT	\$2,930.00
11/06/2025	41858	EL DORADO DISPOSAL SERVICE	OCTOBER 2025 - DISPOSAL SERVICE (2)	\$474.02
11/06/2025	41859	EMP. MISC. REIMBURSEMENT	PANTS REIMBURSEMENT	\$75.00
11/06/2025	41860	EMP. MISC. REIMBURSEMENT	DMV PERMIT	\$98.00
11/06/2025	41861	EMP. MISC. REIMBURSEMENT	DMV PERMIT	\$98.00
11/06/2025	41862	EMP. MISC. REIMBURSEMENT	DMV PERMIT	\$98.00
11/06/2025	41863	EMP. MISC. REIMBURSEMENT	DMV PERMIT	\$98.00
11/06/2025	41864	EMP. MISC. REIMBURSEMENT	DMV PERMIT	\$98.00
11/06/2025	41865	EMP. MISC. REIMBURSEMENT	DMV PERMIT & SERVICE FEE	\$100.17
11/06/2025	41866	EMP. MISC. REIMBURSEMENT	DMV PERMIT	\$98.00
11/06/2025	41867	EMP. MISC. REIMBURSEMENT	CONNECT CARD REFUND	\$60.00
11/06/2025	41868	EMP. MISC. REIMBURSEMENT	DMV PERMIT	\$98.00
11/06/2025	41869	EMP. MISC. REIMBURSEMENT	MILEAGE REIMBURSEMENTS	\$25.41
11/06/2025	41870	EMP. MISC. REIMBURSEMENT	CONNECT CARD REFUND	\$50.00
11/06/2025	41871	FEDEX	OVERNIGHT POSTAGE	\$157.00
11/06/2025	41872	FLEMING DISTRIBUTING CO.	44K, ATC, HEAVY DUTY FUEL RESTORE, LSII, & MOA	\$697.93
11/06/2025	41873	FOLSOM LAKE DODGE	ADAPTER, EXTENDERS, GASKETS, MANIFOLD, SWITCH, SEATBELTS, & TURN SIGNAL LAMP	\$2,663.03
11/06/2025	41874	GRAINGER	DISINFECTANTS, DRY Wipe ROLLS, HAND TOWELS, PAPER TOWELS, & TRASH BAGS	\$604.49
11/06/2025	41875	HUNT & SONS INC	OCT 16 - 31, 2025 - FUEL PURCHASES	\$616.22
11/06/2025	41876	KIMBALL MIDWEST	HAND CLEANER, MARKERS, TRASH BAGS, & WIPES	\$282.58
11/06/2025	41877	MAG LANDSCAPING INC	OCTOBER 2025 - LANDSCAPING MAINTENANCE (6)	\$1,390.00
11/06/2025	41878	MARIGOLD CLEAN SACRAMENTO	NOVEMBER 2025 - JANITORIAL SERVICE	\$1,249.00
11/06/2025	41879	MARLIN LEASING CORPORATION	OCTOBER 2025 - XEROX MACHINE LEASE PAYMENT	\$509.44
11/06/2025	41880	MISSION UNIFORM SERVICE	MATS, TOWELS, & UNIFORM SERVICE	\$932.61
11/06/2025	41881	MOTIVE ENERGY LLC	880 CCA 140RC BATTERY (2)	\$1,108.29
11/06/2025	41882	NAPA AUTO PARTS	AIR DRYER, MARKER LIGHTS, & RELAY	\$301.71
11/06/2025	41883	O'REILLY AUTO PARTS	BELTS, COMPRESS, FILTERS, SEALED BEAMS, & STARTING SOLENOIDS	\$1,155.90
11/06/2025	41884	PACIFIC GAS & ELECTRIC	OCTOBER 2025 - ELECTRIC SERVICE (6)	\$4,190.75
11/06/2025	41885	PLACERVILLE GLASS INC	DISPATCH TELLER WINDOW INSTALLATION	\$550.32
11/06/2025	41886	PROTELESIS	OCTOBER 2025 - PHONE SYSTEM ELEVATE SUBSCRIPTION	\$765.22
11/06/2025	41887	QUILL LLC	CORK BOARD, DRAWER BINS, ENVELOPES, & INK	\$308.74
11/06/2025	41888	REGIONAL GOVERNMENT SERVICES	DBE & PROCUREMENT MANUAL SERVICES & BOARD MEETING ATTENDANCE	\$161.40
11/06/2025	41889	ROBERTS & COMPANY INC	OCTOBER 2025 - CPA SERVICES	\$2,850.00
11/06/2025	41890	RUBIS AUTO GLASS	WINDSHIELD W/INSTALLATION (#1908) & WINDSHIELD REPAIRS (12)	\$1,210.28
11/06/2025	41891	SAFETY-KLEEN SYSTEMS INC	USED OIL PICK UP AND RECYCLE	\$293.00
11/06/2025	41892	SOUTHERN TIRE MART LLC	12R22.5/16 R268 ECOPIA & CHAINS	\$3,479.65
11/06/2025	41893	SUN LIFE FINANCIAL	NOVEMBER 2025 - GROUP LIFE & LTD BENEFITS	\$2,486.69
11/06/2025	41894	SUN LIFE FINANCIAL	NOVEMBER 2025 - SUPPLEMENTAL LIFE BENEFIT	\$457.44
11/06/2025	41895	THE AFTERMARKET PARTS CO LLC	AIR DRIVE SPRING, BELT, & RACK DOOR SPRING	\$520.37
11/06/2025	41896	TRANSPORTATION SERVICES INC	LOCKING LATCHES ON FRONT BUMPER #1007	\$1,485.67
11/06/2025	41897	TRAPEZE SOFTWARE GROUP INC	APRIL TO SEPTEMBER 2025 - VOICE MINUTES & SMS SEGMENTS	\$339.95
11/06/2025	41898	TRUE VALUE HARDWARE	FITTINGS & TRASH GRABBER	\$80.39
11/06/2025	41899	VISUAL EDGE IT INC	CONTRACT BASE RATE: 10/22/25-11/21/25	\$574.10
11/06/2025	41900	WESTERN SUPPLY INC	ADAPTERS, CARBIDE CUTTERS, STEMS, & WEIGHT TAPE FOR SHOP SUPPLIES	\$263.50
11/06/2025	41901	WILKINSON PORTABLES INC	OCTOBER 2025 - PORTABLE TOILET & WASH STATION RENTAL FOR CAMBRIDGE P&R	\$172.00
11/06/2025	41902	ZONAR SYSTEMS INC	GPS KIT, GSM ACTIVATION, POWER CABLE, & ZONAR ESSENTIALS	\$830.04
11/07/2025	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY PERIOD OCT. 18 - OCT. 31, 2025; PAY DATE NOV. 07, 2025	\$3,134.02
11/07/2025	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #23 CLASSIC	\$4,782.50
11/07/2025	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #23 PEPR	\$18,211.43
11/07/2025	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	ADJUSTMENTS - RETRO	\$17.68
11/07/2025	EFT TRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	NOVEMBER 2025 - HEALTH PREMIUMS	\$55,163.39
11/10/2025	41903	AFLAC	OCTOBER 2025 - INSURANCE PREMIUMS	\$399.60
11/10/2025	41904	LANGUAGE LINE SERVICES INC	JULY TO OCTOBER 2025 - OVER-THE-PHONE INTERPRETATION	\$25.00
11/10/2025	41905	SPECIAL DISTRICT RISK MANAGEMENT AUTH	NOV & DEC 2025 - EMPLOYEE ASSISTANCE PROGRAM BENEFITS	\$358.56
11/10/2025	41906	STATE OF CA - DEPT OF JUSTICE	STATE & FBI CRIMINAL BACKGROUND CHECK	\$599.00
11/10/2025	41907	TRACKIT LLC	TRACKIT MANAGER & TRACKIT MANAGER SET UP FEE	\$19,000.00
11/20/2025	41908	.ALLEN, CYNTHIA A	OCTOBER 2025 - MY RIDE	\$11.76
11/20/2025	41909	.BEAUDION, LORENA LYNN	OCTOBER 2025 - MY RIDE	\$245.00
11/20/2025	41910	.BRIGHT, MARY J	OCTOBER 2025 - MY RIDE	\$245.00
11/20/2025	41911	.CAMP, BETTY J	OCTOBER 2025 - MY RIDE	\$245.00
11/20/2025	41912	.CHANDLER, REBECCA C	OCTOBER 2025 - MY RIDE	\$72.86
11/20/2025	41913	.CHRONISTER, RODNEY E	OCTOBER 2025 - MY RIDE	\$490.00
11/20/2025	41914	.COOK, VAUGHAN	SEPTEMBER 2025 - MY RIDE	\$245.00
11/20/2025	41915	.COOK, VERONICA	OCTOBER 2025 - MY RIDE	\$245.00
11/20/2025	41916	.COOPER, DEBBIE	OCTOBER 2025 - MY RIDE	\$150.57
11/20/2025	41917	.CROZIER, EILEEN JEAN	OCTOBER 2025 - MY RIDE	\$245.00

**EL DORADO COUNTY TRANSIT AUTHORITY
Check Register
November through December 2025**

11/20/2025	41918	.CURRAN, KIMBERLY	SEPTEMBER 2025 - MY RIDE	\$245.00
11/20/2025	41919	.DA COSTA, MONICA	OCTOBER 2025 - MY RIDE	\$81.20
11/20/2025	41920	.DAVIS, JANET	OCTOBER 2025 - MY RIDE	\$245.00
11/20/2025	41921	.ECKHARDT, PATIENCE	OCTOBER 2025 - MY RIDE	\$152.25
11/20/2025	41922	.EVANS, CASEY	OCTOBER 2025 - MY RIDE	\$245.00
11/20/2025	41923	.FERREL, LAUREL KAY	OCTOBER 2025 - MY RIDE	\$245.00
11/20/2025	41924	.FICKLIN, LINDA R	OCTOBER 2025 - MY RIDE	\$78.40
11/20/2025	41925	.FRANK, BRIAN	OCTOBER 2025 - MY RIDE	\$89.67
11/20/2025	41926	.GAGNE, SUSAN D	OCTOBER 2025 - MY RIDE	\$14.70
11/20/2025	41927	.GALVAN, ELAINE M	OCTOBER 2025 - MY RIDE	\$245.00
11/20/2025	41928	.GOODSPEED, DIANE C	OCTOBER 2025 - MY RIDE	\$245.00
11/20/2025	41929	.GRIFFIN, INDIA	OCTOBER 2025 - MY RIDE	\$46.38
11/20/2025	41930	.GULARTE, LARA L	OCTOBER 2025 - MY RIDE	\$245.00
11/20/2025	41931	.HAYDEN, CYNTHIA	OCTOBER 2025 - MY RIDE	\$39.20
11/20/2025	41932	.HEDGE, SAMANTHA	OCTOBER 2025 - MY RIDE	\$245.00
11/20/2025	41933	.HENDRIX, SUSAN L.	OCTOBER 2025 - MY RIDE	\$224.98
11/20/2025	41934	.HINDMARSH, LISA	OCTOBER 2025 - MY RIDE	\$50.12
11/20/2025	41935	.HUTTON, ELIZABETH	OCTOBER 2025 - MY RIDE	\$207.90
11/20/2025	41936	.JOHNSON, CYNTHIA	OCTOBER 2025 - MY RIDE	\$147.14
11/20/2025	41937	.KAMENA, DENISE C	OCTOBER 2025 - MY RIDE	\$371.00
11/20/2025	41938	.KINZEL, CATHERINE	OCTOBER 2025 - MY RIDE	\$124.04
11/20/2025	41939	.LAFRANCIS II, GARY	OCTOBER 2025 - MY RIDE	\$87.71
11/20/2025	41940	.LAWSON, CATHERINE A	OCTOBER 2025 - MY RIDE	\$93.80
11/20/2025	41941	.LAWSON, GLENN V	OCTOBER 2025 - MY RIDE	\$151.20
11/20/2025	41942	.LEONARD, DONALD CHRISTOPHER	OCTOBER 2025 - MY RIDE	\$134.89
11/20/2025	41943	.LUSK, DEBRA SUE	OCTOBER 2025 - MY RIDE	\$78.12
11/20/2025	41944	.LYNCH, WILLIAM	OCTOBER 2025 - MY RIDE	\$245.00
11/20/2025	41945	.MARTIN, LINA	OCTOBER 2025 - MY RIDE	\$205.80
11/20/2025	41946	.MATZINGER, LINDA IOLEEN	OCTOBER 2025 - MY RIDE	\$64.26
11/20/2025	41947	.MINOR, ZOE	OCTOBER 2025 - MY RIDE	\$145.60
11/20/2025	41948	.MONTGOMERY, TONI P	OCTOBER 2025 - MY RIDE	\$181.16
11/20/2025	41949	.NUNEZ, FERNANDO	OCTOBER 2025 - MY RIDE	\$189.00
11/20/2025	41950	.PERKINS, NANCY	OCTOBER 2025 - MY RIDE	\$54.25
11/20/2025	41951	.PETERSEN, RICHARD	OCTOBER 2025 - MY RIDE	\$121.10
11/20/2025	41952	.RAI, PRAVIND	OCTOBER 2025 - MY RIDE	\$245.00
11/20/2025	41953	.ROGERS, TIMOTHY ALTON	OCTOBER 2025 - MY RIDE	\$101.57
11/20/2025	41954	.SHANNON, SIOBHAN	OCTOBER 2025 - MY RIDE	\$280.77
11/20/2025	41955	.SHAWHAN, CHARLES	OCTOBER 2025 - MY RIDE	\$113.40
11/20/2025	41956	.SHEFFIELD, CHRISTOPHER	SEPT & OCT 2025 - MY RIDE	\$349.30
11/20/2025	41957	.SMITH, JEFFREY R	OCTOBER 2025 - MY RIDE	\$129.50
11/20/2025	41958	.SMITH, LAURA	OCTOBER 2025 - MY RIDE	\$115.50
11/20/2025	41959	.SORACCO, MEGAN	OCTOBER 2025 - MY RIDE	\$229.60
11/20/2025	41960	.STOCKEL, GARY	OCTOBER 2025 - MY RIDE	\$76.23
11/20/2025	41961	.STOCKEL, JAMES	OCTOBER 2025 - MY RIDE	\$75.95
11/20/2025	41962	.THOMAS, JULIE R	OCTOBER 2025 - MY RIDE	\$245.00
11/20/2025	41963	.TODD, JANET C	OCTOBER 2025 - MY RIDE	\$490.00
11/20/2025	41964	.TUCKER, SUZI	OCTOBER 2025 - MY RIDE	\$210.70
11/20/2025	41965	.TVERETINOV, ARKADY	SEPT & OCT 2025 - MY RIDE	\$490.00
11/20/2025	41966	.VALENCIA, ROCHELLE	SEPT & OCT 2025 - MY RIDE	\$186.83
11/20/2025	41967	.VAN CLEAVE, MICHA	OCTOBER 2025 - MY RIDE	\$200.20
11/20/2025	41968	.WARMAN, SHELIA	OCTOBER 2025 - MY RIDE	\$30.80
11/20/2025	41969	.WEST, JASON	OCTOBER 2025 - MY RIDE	\$205.80
11/20/2025	41970	.WIDING, SCOTT V	SEPT & OCT 2025 - MY RIDE	\$245.00
11/20/2025	41971	.WOJAN, CYNTHIA J	OCTOBER 2025 - MY RIDE	\$64.40
11/20/2025	41972	.WOLLESEN, ERIK V	OCTOBER 2025 - MY RIDE	\$245.00
11/20/2025	41973	.WORTHEN, DALE	OCTOBER 2025 - MY RIDE	\$245.00
11/20/2025	41974	ACC BUSINESS	NOVEMBER 2025 - FIBER INTERNET	\$80.00
11/20/2025	41975	ADM SCREENING	DOT MED EXAM, DOT DRUG SCREEN, DOT RANDOM, & DOT DRUG SCREEN FOLLOW UP	\$960.00
11/20/2025	41976	ALPHA ANALYTICAL LABORATORIES INC	STORMWATER LABS	\$379.00
11/20/2025	41977	AMERICAN WATER WORKS INC	PRESSURE WASHER TRAILER PURCHASE & REGISTRATION	\$18,347.13
11/20/2025	41978	ARNOLDS FOR AWARDS INC	AUGUST 2025 - EOM NAME ENGRAVING	\$20.00
11/20/2025	41979	AT&T MOBILITY LLC	VEHICLE CARD READER SIM CARDS 10/5/25 - 10/4/25	\$1,632.00
11/20/2025	41980	CUMMINS INC	INSITE ANNUAL LICENSE RENEWAL	\$785.00
11/20/2025	41981	EDWARDS, STEVENS & TUCKER LLP	AUG TO OCT 2025 - GENERAL LEGAL SERVICE	\$14,846.50
11/20/2025	41982	EL DORADO IRRIGATION DISTRICT	NOVEMBER 2025 - WATER SERVICE (3)	\$2,065.59
11/20/2025	41983	EMP. MISC. REIMBURSEMENT	MILEAGE REIMBURSEMENT	\$104.44
11/20/2025	41984	GLOBAL DATA VAULT LLC	OCTOBER 2025 - MONTHLY RECOVERY BACK UP SERVICE	\$330.00
11/20/2025	41985	HUNT & SONS INC	FUEL PURCHASES 11/01/25 - 11/14/25	\$1,420.25
11/20/2025	41986	IMAGE FACTORY	OCTOBER 2025 LOCAL ROUTE BROCHURE UPDATE	\$191.25
11/20/2025	41987	LSC TRANSPORTATION CONSULTANTS INC	REVIEW OF REQUIRED DOCUMENTS	\$1,233.50
11/20/2025	41988	NORCAL WATER SYSTEMS INC	NOVEMBER 2025 - DRINKING WATER SERVICE	\$42.90
11/20/2025	41989	OPERATING ENGINEERS LOCAL UNION #3	NOVEMBER 2025 - UNION DUES	\$1,134.00
11/20/2025	41990	QUILL LLC	OFFICE SUPPLIES	\$828.79
11/20/2025	41991	SUN LIFE FINANCIAL	DECEMBER 2025 - SUPPLEMENTAL LIFE BENEFIT	\$228.72
11/20/2025	41992	TURBO IMAGES INC	PRODUCTION AND INSTALLATION OF "MOUNTIAN GRAPHICS" ON VEHICLE #1702	\$2,504.29
11/20/2025	41993	COLUMBIA BANK	RECONCILED VISA CHARGES	\$11,252.13
11/20/2025	41994	VISUAL EDGE IT INC	CONTRACT BASE RATE: 11/22/25-12/21/25	\$765.56
11/20/2025	41995	STATE OF CA - DEPT OF JUSTICE	STATE & FBI CRIMINAL BACKGROUND CHECK	\$98.00
11/21/2025	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY PERIOD NOV. 1 - NOV. 14, 2025; PAY DATE NOV. 21, 2025	\$3,105.39
11/21/2025	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #24 CLASSIC	\$4,781.87
11/21/2025	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #24 PEPRA	\$18,606.07
11/25/2025	41996	OPERATING ENGINEERS PUBLIC & MISC	VOIDED CHECK	\$0.00
11/25/2025	41997	OPERATING ENGINEERS PUBLIC & MISC	DECEMBER 2025 - MEDICAL PREMIUMS (NEW HIRES)	\$11,359.00
11/28/2025	EFT TRANS	OPERATING ENGINEERS PUBLIC & MISC	DECEMBER 2025 - MEDICAL PREMIUMS	\$45,741.00
12/03/2025	EFT TRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	DECEMBER 2025 - HEALTH PREMIUMS	\$48,867.46
12/04/2025	41998	49ER LIVE SCAN	LIVE SCAN FINGERPRINTING (4)	\$100.00

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12/04/2025	41999	A-Z BUS SALES INC	6 INCH, 2 SPEED AUXILIARY FANS	\$444.73
12/04/2025	42000	ACCO ENGINEERED SYSTEMS INC	HVAC SERVICE ADMIN BUILDING QUARTERLY	\$649.00
12/04/2025	42001	AFLAC	NOVEMBER 2025 - INSURANCE PREMIUMS	\$399.60
12/04/2025	42002	APPLIED VIDEO SOLUTIONS INC	SECURITY VIDEO SYSTEMS UPGRADE PROJECT - PROGRESS BILLING #3	\$7,726.59
12/04/2025	42003	ARNOLDS FOR AWARDS INC	SEPTEMBER 2025 - EOM NAME ENGRAVING	\$20.00
12/04/2025	42004	AT&T	CENTRAL BILLING 10-24-25 TO 11-23-25 (BAN)	\$93.13
12/04/2025	42005	AT&T MOBILITY	NOVEMBER 2025 - WIRELESS SERVICE FOR SURVEILLANCE CAMERAS AT PARK & RIDES	\$188.12
12/04/2025	42006	AUTOZONE INC	20" WIPER BLADES, 26" WIPER BLADES, BRAKE PADS, & CARB CLEANER,	\$149.35
12/04/2025	42007	CAL.NET	DECEMBER 2025 - CCTV CAMERA SERVICE	\$176.92
12/04/2025	42008	CANTER BUYER PARENT LP	LT225/75R16 115R WORKHORSE & 225/70R 19.5G 129L GOODYEAR	\$1,934.52
12/04/2025	42009	CAPITOL CLUTCH & BRAKE INC	CALIPERS, CHAMBER, CARTRIDGES, DISC ROTORS, GASKETS, SEALS, & WINDOW KIT	\$7,674.46
12/04/2025	42010	CARNAHAN ELECTRIC LTD	CHECK RESTORED POWER AT BASS LAKE P&R	\$330.00
12/04/2025	42011	CDW GOVERNMENT	MALWAREBYTE THREATDOWN SUBSCRIPTION	\$2,551.65
12/04/2025	42012	CITY OF PLACERVILLE	OCTOBER TO DECEMBER 2025 - BUS SHELTER MAINTENANCE	\$330.00
12/04/2025	42013	COMPLIANCE SOLUTIONS GROUP	40 HAZCAL 40 HOUR HAZWOPER SEMINAR CAL-OSHA (4)	\$3,900.00
12/04/2025	42014	DAWSON OIL	NOVEMBER 2025 - FUEL PURCHASES	\$45,587.91
12/04/2025	42015	DOKKEN ENGINEERING	OCTOBER 2025 - BUS PARKING LOT IMPROVEMENT PROJECT - PROGRESS REPORT	\$2,110.00
12/04/2025	42016	EDWARDS, STEVENS & TUCKER LLP	NOVEMBER 2025 - GENERAL LEGAL SERVICE	\$3,074.00
12/04/2025	42017	EL DORADO DISPOSAL SERVICE	NOVEMBER 2025 - DISPOSAL SERVICE (2)	\$474.02
12/04/2025	42018	EMP. MISC. REIMBURSEMENT	MEAL REIMBURSEMENT	\$377.10
12/04/2025	42019	EMP. MISC. REIMBURSEMENT	MISC. REIMBURSEMENT	\$82.55
12/04/2025	42020	EMP. MISC. REIMBURSEMENT	MEAL & PARKING REIMBURSEMENT	\$409.08
12/04/2025	42021	FLEMING DISTRIBUTING CO.	44K, HEAVY DUTY FUEL RESTORE, LSII, & MOA	\$819.92
12/04/2025	42022	FOLSOM LAKE DODGE	HEADLAMP, SEAT BELTS, & SENSORS	\$1,815.05
12/04/2025	42023	GILLIG LLC	MULTIPLE GILLIG BUS PARTS FOR REPAIRS	\$3,458.72
12/04/2025	42024	GRAINGER	DISINFECTANT, DRY WIPE ROLLS, HAND TOWELS, LED CONNECTORS, RTV, & TRASH BAGS	\$446.65
12/04/2025	42025	GWP HOLDINGS LLC	AIR COMPRESSOR KIT, CONNECTOR REPAIR, FILTERS, GASKETS, & SPEED SENSOR KIT	\$6,980.14
12/04/2025	42026	HUNT & SONS INC	FUEL PURCHASES 11/15/25 - 11/13/25	\$464.30
12/04/2025	42027	KIMBALL MIDWEST	SHOP SUPPLIES	\$527.85
12/04/2025	42028	MAG LANDSCAPING INC	NOVEMBER 2025 - LANDSCAPING MAINTENANCE (6)	\$1,390.00
12/04/2025	42029	MARIGOLD CLEAN SACRAMENTO	DECEMBER 2025 - JANITORIAL SERVICE	\$1,249.00
12/04/2025	42030	MARLIN LEASING CORPORATION	NOVEMBER 2025 - XEROX MACHINE LEASE PAYMENT	\$509.44
12/04/2025	42031	MISSION UNIFORM SERVICE	MATS, TOWELS, & UNIFORM SERVICE	\$913.94
12/04/2025	42032	NAPA AUTO PARTS	DRYER CART VALVES	\$557.07
12/04/2025	42033	O'REILLY AUTO PARTS	CLAMPS, CLEARANCE LIGHT, CONNECTORS, DISC PAD SET, EXHAUST HANGER, & FLUSH	\$890.46
12/04/2025	42034	PACIFIC GAS & ELECTRIC	NOVEMBER 2025 - ELECTRIC SERVICE (3)	\$939.42
12/04/2025	42035	PROTELESIS	NOVEMBER 2025 - PHONE SYSTEM ELEVATE SUBSCRIPTION	\$766.91
12/04/2025	42036	QUILL LLC	OFFICE SUPPLIES	\$188.35
12/04/2025	42037	ROBERTS & COMPANY INC	NOVEMBER 2025 - CPA SERVICES	\$75.00
12/04/2025	42038	RON DUPRATT FORD	COOLER, JET KIT, NUTS, STUDS, & TRANSMISSION	\$5,918.91
12/04/2025	42039	RTS IT INC	DECEMBER 2025 - EMAIL ENCRYPTION & IT CARE GOLD SERVICE PLAN	\$5,972.50
12/04/2025	42040	RUBIS AUTO GLASS	WINDSHIELD REPAIRS (13)	\$765.00
12/04/2025	42041	SAFETY-KLEEN SYSTEMS INC	USED OIL PICK UP AND RECYCLE	\$245.00
12/04/2025	42042	SMALL BUSINESS BENEFIT PLAN TRUST	DECEMBER 2025 - DENTAL & VISION PREMIUMS	\$4,455.70
12/04/2025	42043	SUN LIFE FINANCIAL	DECEMBER 2025 - GROUP LIFE & LTD BENEFITS	\$2,644.35
12/04/2025	42044	THE AFTERMARKET PARTS CO LLC	SHOP PARTS	\$2,362.41
12/04/2025	42045	TRANSPORTATION SERVICES INC	BODYWORK ON PASS. SIDE UPPER PANEL #1006	\$5,213.88
12/04/2025	42046	TRUE VALUE HARDWARE	POSTEYE LGT CONTROL & STRETCH WRAP	\$71.84
12/04/2025	42047	WASTE CONNECTIONS OF CA INC	DUMP RUN	\$32.06
12/04/2025	42048	ZEP MANUFACTURING CO.	ZEP GL AIR FAIR BLUE SKY (CLEANING SUPPLIES FOR BUSES)	\$185.77
12/04/2025	42049	ZONAR SYSTEMS INC	GPS KIT, GSM ACTIVATION, POWER CABLE, & ZONAR ESSENTIALS	\$412.83
12/05/2025	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #25 CLASSIC	\$4,775.81
12/05/2025	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #25 PEPPA	\$18,614.79
12/08/2025	EFT TRANS	OPERATING ENGINEERS PUBLIC & MISC	JANUARY 2026 - MEDICAL PREMIUMS	\$60,587.00
12/08/2025	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY PERIOD NOV. 15 - NOV. 28, 2025; PAY DATE DEC. 5, 2025	\$1,969.79
12/18/2025	42050	.ALLEN, CYNTHIA A	NOVEMBER 2025 - MY RIDE	\$21.00
12/18/2025	42051	.BEAUDION, LORENA LYNN	NOVEMBER 2025 - MY RIDE	\$245.00
12/18/2025	42052	.BRIGHT, MARY J	NOVEMBER 2025 - MY RIDE	\$245.00
12/18/2025	42053	.CAMP, BETTY J	NOVEMBER 2025 - MY RIDE	\$245.00
12/18/2025	42054	.CHANDLER, REBECCA C	NOVEMBER 2025 - MY RIDE	\$91.00
12/18/2025	42055	.CHRONISTER, RODNEY E	NOVEMBER 2025 - MY RIDE	\$490.00
12/18/2025	42056	.COOK, VAUGHAN	NOVEMBER 2025 - MY RIDE	\$245.00
12/18/2025	42057	.COOK, VERONICA	NOVEMBER 2025 - MY RIDE	\$184.80
12/18/2025	42058	.COOK, VICKI L	NOVEMBER 2025 - MY RIDE	\$63.00
12/18/2025	42059	.COOPER, DEBBIE	NOVEMBER 2025 - MY RIDE	\$67.48
12/18/2025	42060	.CROZIER, EILEEN JEAN	NOVEMBER 2025 - MY RIDE	\$245.00
12/18/2025	42061	.CURRAN, KIMBERLY	NOVEMBER 2025 - MY RIDE	\$245.00
12/18/2025	42062	.DA COSTA, MONICA	NOVEMBER 2025 - MY RIDE	\$245.00
12/18/2025	42063	.ECKHARDT, PATIENCE	NOVEMBER 2025 - MY RIDE	\$65.10
12/18/2025	42064	.FERREL, LAUREL KAY	NOVEMBER 2025 - MY RIDE	\$242.20
12/18/2025	42065	.FICKLIN, LINDA R	NOVEMBER 2025 - MY RIDE	\$67.62
12/18/2025	42066	.GAGNE, SUSAN D	NOVEMBER 2025 - MY RIDE	\$12.74
12/18/2025	42067	.GOODSPEED, DIANE C	NOVEMBER 2025 - MY RIDE	\$184.80
12/18/2025	42068	.GRIFFIN, INDIA	NOVEMBER 2025 - MY RIDE	\$5.67
12/18/2025	42069	.GROY, DAVID	OCT & NOV 2025 - MY RIDE	\$169.06
12/18/2025	42070	.GULARTE, LARA L	NOVEMBER 2025 - MY RIDE	\$245.00
12/18/2025	42071	.HEDGE, SAMANTHA	NOVEMBER 2025 - MY RIDE	\$245.00
12/18/2025	42072	.HENDRIX, SUSAN L.	NOVEMBER 2025 - MY RIDE	\$245.00
12/18/2025	42073	.HUTTON, ELIZABETH	NOVEMBER 2025 - MY RIDE	\$238.91
12/18/2025	42074	.JOHNSON, CYNTHIA	NOVEMBER 2025 - MY RIDE	\$245.00
12/18/2025	42075	.KAMENA, DENISE C	NOVEMBER 2025 - MY RIDE	\$254.31
12/18/2025	42076	.KINZEL, CATHERINE	NOVEMBER 2025 - MY RIDE	\$79.66
12/18/2025	42077	.LAFRANCIS II, GARY	NOVEMBER 2025 - MY RIDE	\$57.19
12/18/2025	42078	.LAWSON, CATHERINE A	NOVEMBER 2025 - MY RIDE	\$81.90
12/18/2025	42079	.LAWSON, GLENN V	NOVEMBER 2025 - MY RIDE	\$107.10
12/18/2025	42080	.LEONARD, DONALD CHRISTOPHER	NOVEMBER 2025 - MY RIDE	\$245.00

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12/18/2025	42081	.LUSK, DEBRA SUE	NOVEMBER 2025 - MY RIDE	\$50.40
12/18/2025	42082	.LYNCH, WILLIAM	NOVEMBER 2025 - MY RIDE	\$105.00
12/18/2025	42083	.MARTIN, LINA	NOVEMBER 2025 - MY RIDE	\$200.90
12/18/2025	42084	.MINOR, ZOE	NOVEMBER 2025 - MY RIDE	\$187.60
12/18/2025	42085	.MONTGOMERY, TONI P	NOVEMBER 2025 - MY RIDE	\$235.69
12/18/2025	42086	.NUNEZ, FERNANDO	NOVEMBER 2025 - MY RIDE	\$245.00
12/18/2025	42087	.PENUMECHCHU, SRINIVAS	NOVEMBER 2025 - MY RIDE	\$221.20
12/18/2025	42088	.POGANSKI, JANAYE L	OCT & NOV 2025 - MY RIDE	\$383.31
12/18/2025	42089	.RAI, PRAVIND	NOVEMBER 2025 - MY RIDE	\$245.00
12/18/2025	42090	.ROGERS, TIMOTHY ALTON	NOVEMBER 2025 - MY RIDE	\$79.31
12/18/2025	42091	.SHANNON, SIOBHAN	NOVEMBER 2025 - MY RIDE	\$362.25
12/18/2025	42092	.SHAWHAN, CHARLES	NOVEMBER 2025 - MY RIDE	\$112.00
12/18/2025	42093	.SHEFFIELD, CHRISTOPHER	NOVEMBER 2025 - MY RIDE	\$194.60
12/18/2025	42094	.SMITH, JEFFREY R	NOVEMBER 2025 - MY RIDE	\$45.50
12/18/2025	42095	.SMITH, LAURA	NOVEMBER 2025 - MY RIDE	\$119.70
12/18/2025	42096	.SMITH, WENDELL	OCT & NOV 2025 - MY RIDE	\$911.40
12/18/2025	42097	.SORACCO, MEGAN	NOVEMBER 2025 - MY RIDE	\$196.00
12/18/2025	42098	.STOCKEL, GARY	NOVEMBER 2025 - MY RIDE	\$87.22
12/18/2025	42099	.STOCKEL, JAMES	NOVEMBER 2025 - MY RIDE	\$58.94
12/18/2025	42100	.THOMAS, JULIE R	NOVEMBER 2025 - MY RIDE	\$245.00
12/18/2025	42101	.TODD, JANET C	NOVEMBER 2025 - MY RIDE	\$357.21
12/18/2025	42102	.TVERETINOV, ARKADY	NOVEMBER 2025 - MY RIDE	\$245.00
12/18/2025	42103	.VALENCIA, ROCHELLE	NOVEMBER 2025 - MY RIDE	\$59.01
12/18/2025	42104	.VAN CLEAVE, MICHA	NOVEMBER 2025 - MY RIDE	\$310.80
12/18/2025	42105	.WANG, YING	OCT & NOV 2025 - MY RIDE	\$73.71
12/18/2025	42106	.WARMAN, SHIELA	NOVEMBER 2025 - MY RIDE	\$245.00
12/18/2025	42107	.WELLS, BELINDA	OCT & NOV 2025 - MY RIDE	\$773.64
12/18/2025	42108	.WIDING, SCOTT V	NOVEMBER 2025 - MY RIDE	\$46.20
12/18/2025	42109	.WOJAN, CYNTHIA J	NOVEMBER 2025 - MY RIDE	\$200.62
12/18/2025	42110	.WOJAN, RONALD	NOVEMBER 2025 - MY RIDE	\$56.49
12/18/2025	42111	.WOLLESEN, ERIK V	NOVEMBER 2025 - MY RIDE	\$245.00
12/18/2025	42112	.WORTHEN, DALE	NOVEMBER 2025 - MY RIDE	\$245.00
12/18/2025	42113	4IMPRINT INC	THERMAL KNIT BEANIE WITH CUFF	\$1,298.42
12/18/2025	42114	ACC BUSINESS	DECEMBER 2025 - FIBER INTERNET	\$80.00
12/18/2025	42115	ACCESS SYSTEMS INC	PROVIDED & INSTALLED IDENTIV SSA SUPPORT RENEWAL	\$860.00
12/18/2025	42116	ADM SCREENING	DOT MED EXAM, DOT DRUG SCREEN PRE-EMPLOYMENT, & DOT RANDOM DRUG SCREEN	\$1,355.00
12/18/2025	42117	AFLAC	DECEMBER 2025 - INSURANCE PREMIUMS	\$311.16
12/18/2025	42118	AT&T MOBILITY LLC	VEHICLE CARD READER SIM CARDS 11/5/25 - 12/4/25	\$1,632.00
12/18/2025	42119	CC PURCHASE	VOIDED CHECK	\$0.00
12/18/2025	42120	CUSTOM EMBROIDERY CONCEPTS	FULL ZIP HOODED SWEATER NAVY	\$36.47
12/18/2025	42121	DIAMOND SPRINGS PRINTING & GRAPHICS	BUSINESS CARDS: 3 NEW EMPLOYEES (750)	\$128.54
12/18/2025	42122	EMP. MISC. REIMBURSEMENT	DMV PERMIT	\$98.00
12/18/2025	42123	COLUMBIA BANK	RECONCILED VISA CHARGES	\$6,592.34
12/18/2025	42124	EMP. MISC. REIMBURSEMENT	DMV PERMIT	\$98.00
12/18/2025	42125	GLOBAL DATA VAULT LLC	NOVEMBER 2025 - MONTHLY RECOVERY BACK UP SERVICE	\$330.00
12/18/2025	42126	HUNT & SONS INC	FUEL PURCHASES 12/01/25 - 12/15/25	\$1,465.37
12/18/2025	42127	MICHAEL SAENZ	APPLICATION #2 - BASS LAKE RD P&R PROJECT	\$213,630.91
12/18/2025	42128	MOUNTAIN DEMOCRAT INC	LOCAL PAPER SUBSCRIPTION 01/14/26 - 01/14/28	\$214.50
12/18/2025	42129	NORCAL WATER SYSTEMS INC	DECEMBER 2025 - DRINKING WATER SERVICE	\$42.90
12/18/2025	42130	OPERATING ENGINEERS LOCAL UNION #3	DECEMBER 2025 - UNION DUES	\$1,134.00
12/18/2025	42131	OVERTON SAFETY TRAINING INC	FORKLIFT & MOBILE ELEVATED WORK PLATFORM - TRAIN THE TRAINER	\$2,990.00
12/18/2025	42132	PACIFIC GAS & ELECTRIC	NOVEMBER 2025 - ELECTRIC SERVICE (3)	\$3,338.11
12/18/2025	42133	PROTELESIS	DECEMBER 2025 - PHONE SYSTEM ELEVATE SUBSCRIPTION	\$764.55
12/18/2025	42134	QUADIENT FINANCE USA INC	POSTAGE FOR POSTAGE METER & EQUIPMENT RENTAL	\$1,086.84
12/18/2025	42135	QUILL LLC	OFFICE SUPPLIES	\$1,257.80
12/18/2025	42136	SPECIAL DISTRICT RISK MANAGEMENT AUTH	FY 24/25 ANNUAL WORKERS' COMPENSATION RECONCILIATION	\$19,746.09
12/18/2025	42137	SPOT-ON SIGNS & GRAPHICS	LARGER SIZE PARK AND RIDE MONUMENT - BASS LAKE	\$2,287.08
12/18/2025	42138	TRANSIT MARKETING LLC	BUSINESS CARDS, PROJECT MANAGEMENT, SCHEDULE REVISIONS, & SHELTER MAPS	\$575.00
12/18/2025	42139	TURBO IMAGES INC	PRODUCTION AND INSTALLATION OF "MOUNTIAN GRAPHICS"	\$1,365.59
12/18/2025	42140	WILKINSON PORTABLES INC	NOVEMBER 2025 - PORTABLE TOILET & WASH STATION RENTAL FOR CAMBRIDGE P&R	\$172.00
12/18/2025	42141	YOUNGDAHL CONSULTING GROUP INC	SPECIAL INSPECTION FOR BASS LAKE P&R	\$366.00
12/19/2025	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #26 CLASSIC	\$4,865.27
12/19/2025	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #26 PEPPA	\$19,073.42
12/22/2025	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY PERIOD NOV. 29 - DEC. 12, 2025; PAY DATE DEC. 19, 2025	\$1,967.97
				\$959,141.12

AGENDA ITEM 1 C
Consent Item

MEMORANDUM

DATE: February 5, 2026
TO: El Dorado County Transit Authority
FROM: Erik Bergren, Planning and Marketing Manager
SUBJECT: November & December 2025 Ridership Reports

REQUESTED ACTION:

BY MOTION,

Receive and File the November and December 2025 Ridership Reports

BACKGROUND

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

DISCUSSION

For the months of November and December 2025, ridership for Demand Response and Local Fixed Routes was flat and Commuter Routes trended up. Fiscal year-to-date ridership was up 6% overall.

The attached November 2025 Ridership Report compares systemwide monthly passenger trips to the same period in the previous fiscal year. Overall ridership stayed flat, decreasing 0.3% compared to the previous year. Demand Response ridership decreased by 2.2%, Local Fixed Route ridership increased by 6.2%, and Commuter ridership increased by 15.6%.

The attached December 2025 Ridership Report compares systemwide monthly passenger trips to the same period in the previous fiscal year. Overall ridership increased by 4.5% compared to the previous year. Demand Response ridership increased by 10.7%, Local Fixed Route ridership stayed flat, decreasing by 0.2%, and Commuter ridership increased by 11.4%.

The attached Fiscal year-to-date Ridership Report compares the current fiscal year to the same period in the previous six (6) fiscal years to analyze pre-COVID and current ridership trends.

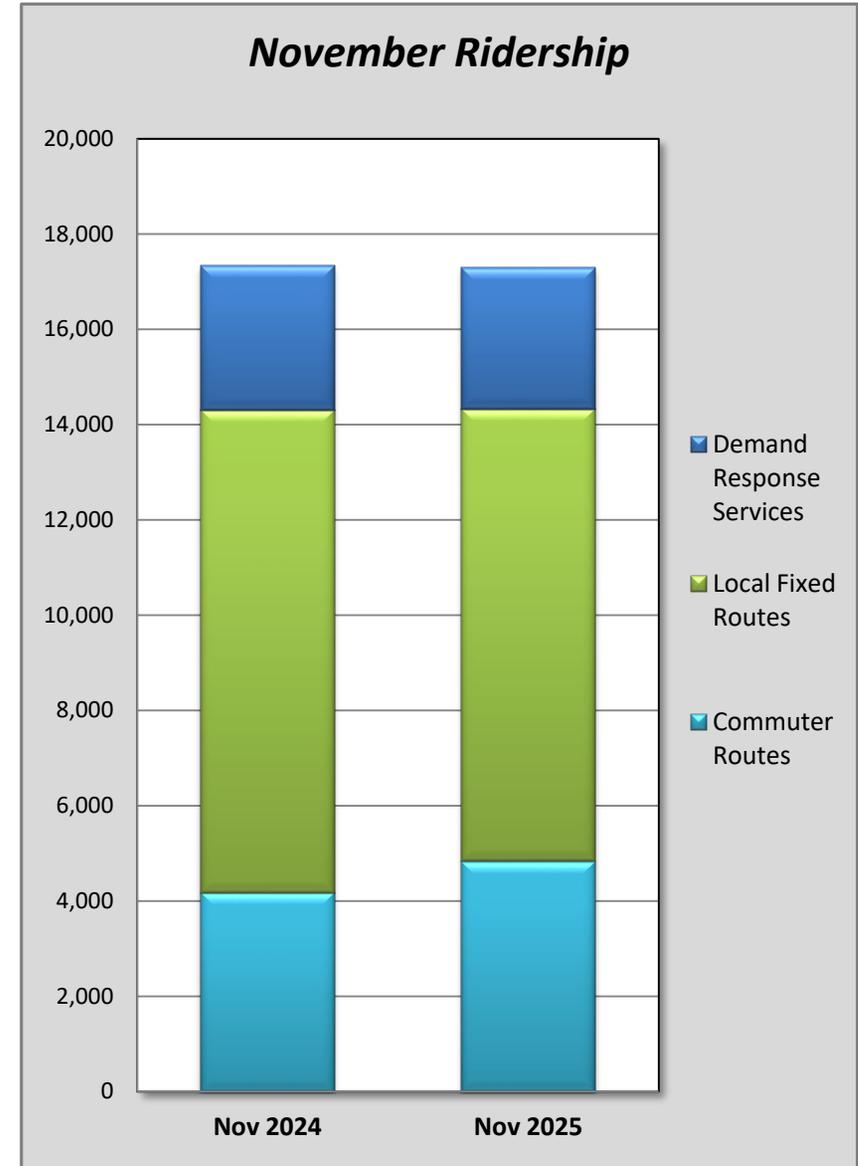
November 2025 Ridership Report

Demand Response Services	Nov 2024	Nov 2025	% Change
Dial-a-Ride	959	862	-10.1%
Sac-Med	14	28	100.0%
ADA Paratransit	222	284	27.9%
M.O.R.E.*	616	588	-4.5%
Senior Day Care*	0	0	0.0%
My Ride	1,220	1,203	-1.4%
Total Demand Response	3,031	2,965	-2.2%

Local Fixed Routes	Nov 2024	Nov 2025	% Change
20 - Placerville	1,335	1,191	-10.8%
25 - Saturday Express	432	572	32.4%
30 - Diamond Springs	1,249	1,106	-11.4%
35 - Diamond Springs Saturday	126	204	61.9%
40 - Cameron Park	932	872	-6.4%
50x - 50 Express	4,842	4,278	-11.6%
60 - Pollock Pines	1,217	1,278	5.0%
Total Local Fixed Routes	10,133	9,501	-6.2%

Commuter Routes	Nov 2024	Nov 2025	% Change
Sacramento Commuter	3,333	4,074	22.2%
Reverse Commuter	36	40	11.1%
Sacramento/Tahoe Connector	808	714	-11.6%
Total Commuter Routes	4,177	4,828	15.6%

	Nov 2024	Nov 2025	% Change
Systemwide	17,341	17,294	-0.3%
Passengers per Revenue Hour	5.0	4.8	-4.1%



*Contracted Services - Ridership Determined by Client Enrollment

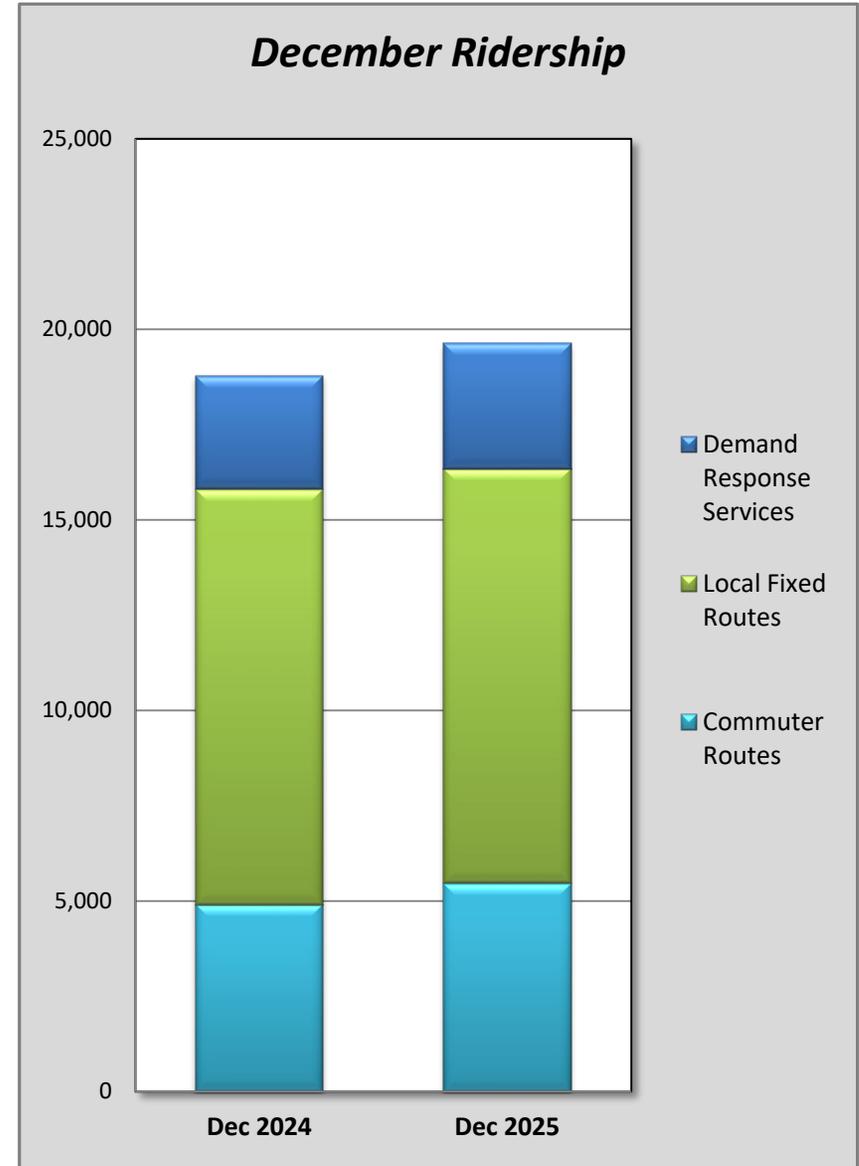
December 2025 Ridership Report

Demand Response Services	Dec 2024	Dec 2025	% Change
Dial-a-Ride	919	952	3.6%
Sac-Med	31	50	61.3%
ADA Paratransit	229	353	54.1%
M.O.R.E.*	652	656	0.6%
Senior Day Care*	0	0	0.0%
My Ride	1,153	1,291	12.0%
Total Demand Response	2,984	3,302	10.7%

Local Fixed Routes	Dec 2024	Dec 2025	% Change
20 - Placerville	1,574	1,565	-0.6%
25 - Saturday Express	301	357	18.6%
30 - Diamond Springs	1,347	1,348	0.1%
35 - Diamond Springs Saturday	100	119	19.0%
40 - Cameron Park	1,080	1,035	-4.2%
50x - 50 Express	5,124	5,090	-0.7%
60 - Pollock Pines	1,377	1,364	-0.9%
Total Local Fixed Routes	10,903	10,878	-0.2%

Commuter Routes	Dec 2024	Dec 2025	% Change
Sacramento Commuter	3,486	4,195	20.3%
Reverse Commuter	36	52	44.4%
Sacramento/Tahoe Connector	1,379	1,215	-11.9%
Total Commuter Routes	4,901	5,462	11.4%

	Dec 2024	Dec 2025	% Change
Systemwide	18,788	19,642	4.5%
Passengers per Revenue Hour	5.0	4.7	-7.0%



*Contracted Services - Ridership Determined by Client Enrollment

Fiscal Year-to-Date Ridership Report

July - December

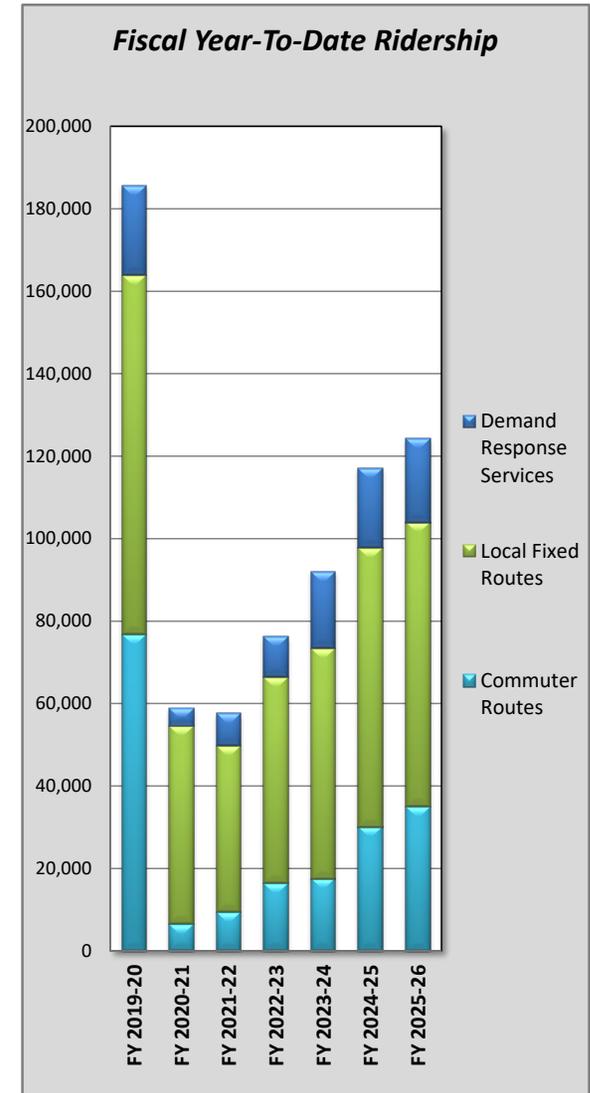


Demand Response Services	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	% Year Change
Dial-a-Ride	7,851	2,954	3,415	4,441	6,307	5,931	5,972	0.7%
Sac-Med	163	104	184	118	214	224	315	40.6%
ADA Paratransit	313	831	1,348	1,364	1,415	1,452	2,024	39.4%
M.O.R.E.*	10,947	572	2,897	3,430	4,202	4,395	4,166	-5.2%
Senior Day Care*	2,444	0	0	0	0	0	0	0.0%
My Ride	0	0	0	551	6,453	7,352	7,879	7.2%
Total Demand Response	21,718	4,461	7,844	9,904	18,591	19,354	20,356	5.2%

Local Fixed Routes	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	% Year Change
20 - Placerville	21,137	6,875	5,919	8,275	7,949	8,925	10,248	14.8%
25 - Saturday Express	2,529	1,734	1,632	0	0	2,186	2,583	18.2%
30 - Diamond Springs	13,813	5,251	4,460	6,493	6,576	8,480	7,626	-10.1%
35 - Diamond Springs Saturday	747	516	496	0	0	706	876	24.1%
40 - Cameron Park	7,911	5,507	4,931	6,156	6,265	6,616	6,808	2.9%
50x - 50 Express	21,561	18,993	16,613	20,693	26,552	32,021	31,620	-1.3%
60 - Pollock Pines	19,473	9,151	6,216	8,286	8,565	8,833	9,169	3.8%
Total Local Fixed Routes	87,171	48,027	40,267	49,903	55,907	67,767	68,930	1.7%

Commuter Routes	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	% Year Change
Sacramento Commuter	76,313	6,444	6,850	11,097	11,928	24,337	29,949	23.1%
Reverse Commuter	456	42	68	105	266	255	325	27.5%
Sacramento/Tahoe Connector	0	0	2,554	5,208	5,288	5,457	4,667	-14.5%
Total Commuter Routes	76,769	6,486	9,472	16,410	17,482	30,049	34,941	16.3%

	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	% Year Change
Systemwide	185,658	58,974	57,583	76,217	91,980	117,170	124,227	6.0%
Passengers per Revenue Hour	7.3	3.7	3.3	4.4	4.2	4.9	5.0	18.3%



*Contracted Services - Ridership Determined by Client Enrollment

AGENDA ITEM 1 D
Consent Item

MEMORANDUM

DATE: February 5, 2026

TO: El Dorado County Transit Authority

FROM: Erik Bergren, Planning and Marketing Manager

SUBJECT: Authorizing Resolutions for Federal Transit Administration Funding Programs

REQUESTED ACTION:
BY MOTION,

- 1. Adopt Resolution No. 26-01 Authorizing the Executive Director to File Applications for Federal Transit Administration Sections 3005, 3006, 3019, 5307, 5309, 5312, 5314, 5329, 5337 and 5339 Funding Programs**
- 2. Adopt Resolution No. 26-02 Authorizing the Executive Director to File Application Specific to the Federal Transit Administration Section 5311 Grant Program**
- 3. Adopt Resolution No. 26-03 Authorizing the Executive Director to File Application Specific to the Federal Transit Administration Section 5310 Grant Program**

BACKGROUND

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

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

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

FTA Section 5311 provides Federal grants, made through states, for public transportation projects in non-urbanized areas. There are two (2) types of programming in Section 5311; 1) County/Regional apportionment by formula and 2) competitive discretionary for intercity connection projects. El Dorado Transit typically receives funds under the formula program for operating assistance and/or capital projects.

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

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

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

DISCUSSION

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

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

FISCAL IMPACT

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

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 26-01**

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

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

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

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board held on the 5th day of February 2026, by the following vote of said Board:

AYES: NOES: ABSTAIN: ABSENT:

El Dorado County Transit Authority Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 26-02**

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

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

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

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

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

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

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

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

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

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

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board held on the 5th day of February 2026, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

El Dorado County Transit Authority Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 26-03**

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

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

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

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

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

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

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

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

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

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board held on the 5th day of February 2026, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

El Dorado County Transit Authority Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

AGENDA ITEM 1 E
Consent Item

MEMORANDUM

DATE: February 5, 2026
TO: El Dorado County Transit Authority
FROM: Kate Hewett, Finance Manager
SUBJECT: Blanket Purchase Order & Purchase Order Revisions for Fiscal Year 2025/26

REQUESTED ACTION:
BY MOTION,

Approve Revised Blanket Purchase Orders & Purchase Orders above \$25,000 for Fiscal Year 2025/26

BACKGROUND

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

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

DISCUSSION

The following nine (9) BPO's are for Capital Improvement Projects, Commuter Bus Collision Repair, Employee Retirement Benefits, Fleet Parts & Supplies, Fuel Purchases, Mileage Reimbursement (My Ride), Technology Services, and VISA purchases/services. The requested action will provide for these products for the remainder of the fiscal year.

<i>Purchase Order B31038 – Capital Clutch & Brake Inc.</i>			
5040.00	Maintenance – Vehicle/Equip.	\$ 25,000	\$ 60,000
<i>Purchase Order B31008 – El Dorado Transit – My Ride</i>			
5008.01	My Ride - Mileage Expense	\$140,000	\$175,000
<i>Purchase Order B31012 – GWP Holdings, LLC.</i>			
5040.00	Maintenance – Vehicle/Equip.	\$100,000	\$125,000

El Dorado County Transit Authority
February 5, 2026

<i>Purchase Order B31057 – Hunt & Sons Inc.</i>			
VARIOUS*	Multiple Maintenance Accounts	\$ 24,000	\$40,000
<i>Purchase Order B31015 – Public Employees Retirement System</i>			
5020.01	Multiple Maintenance Accounts	\$800,000	\$1,050,000
<i>Purchase Order B30200 – Saenz Landscape</i>			
9910.32	Bass Lake Road Park & Ride	\$408,886.79	\$440,448.19
<i>Purchase Order B31160 – RTS IT Inc.</i>			
VARIOUS*	Multiple Operating Expenses	\$ 20,000	\$ 30,000
<i>Purchase Order B31025 – Transportation Services Inc.</i>			
5040.06	Incident Repairs	\$ 50,000	\$65,000
<i>Purchase Order B31027 – Columbia Bank (Formerly: Umpqua Bank)</i>			
VARIOUS*	Misc. VISA Purchases	\$100,000	\$150,000

** Charges are posted to the appropriate GL accounts.*

FISCAL IMPACT

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

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

REVISED 02/05/26

PURCHASE ORDER NO. B31038

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

DATE: 07/01/25

ACCOUNT: 5040

CLASS: 110

TO: CAPITOL CLUTCH & BRAKE INC
 3100 DULUTH STREET
 WEST SACRAMENTO, CA 95691

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

Contact:

Vendor Phone No: (916) 371-5970

Fax No: (916) 371-6853

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PARTS AND SUPPLIES FOR FLEET VEHICLE MAINTENANCE ON AN AS NEEDED BASIS FOR FISCAL YEAR 07/01/25 THROUGH 06/30/26		NOT TO EXCEED \$60,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$60,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE \$60,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

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

REVISED 02/05/26

PURCHASE ORDER NO. B31008

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

DATE: 07/01/25

ACCOUNT: 5008.01

CLASS: 125

TO:

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

SHIP & INVOICE TO:

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

Contact: Brian James

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

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		MY RIDE REIMBURSEMENT PROGRAM FOR EL DORADO COUNTY SENIOR, VETERNS, AND DISABLED RESIDENTS. PROGRAM BOARD APPROVED IN MAY, 2022. REIMBURSEMENT FOR FISCAL YEAR 2025/2026.		NOT TO EXCEED \$175,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$175,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE \$175,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

Circle Distributing: Vendor - Accounting - Requestor - Purchasing

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

REVISED 02/05/26

PURCHASE ORDER NO. B31012

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

DATE: 07/01/25

ACCOUNT: 5040

CLASS: 110

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

SHIP & INVOICE TO:

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

Contact: John Blazevic

Vendor Phone No: (916) 441-6151

Fax No: (916) 444-9932

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PARTS AND SUPPLIES FOR FLEET VEHICLE MAINTENANCE ON AN AS NEEDED BASIS FOR 07/01/25 THROUGH 06/30/26		NOT TO EXCEED \$125,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$125,000.00
			SHIPPING	
			SALES TAX	
			PURCHASING AGENT	TOTAL

PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

REVISED 02/05/26

PURCHASE ORDER NO. B31057

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

DATE: 07/01/25

ACCOUNT: 5040.01 CLASS: 110

ACCOUNT: 5040.80 CLASS: 100

ACCOUNT: VARIOUS CLASS: VARIOUS

SHIP & INVOICE TO:

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

TO: HUNT & SONS INC
 PO BOX 101630
 PASADENA, CA 91189-1630

Contact:

Vendor Phone No: (530) 642-2681

Fax No:

PROMISED DELIVERY DATE	TERMS: NET 10
	F.O.B. DESTINATION

QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		FUEL PURCHASES AND BULK OIL AND ADDITIVES FOR TRANSIT FLEET VEHICLES FOR FISCAL YEAR 07/01/25 THROUGH 06/30/26		NOT TO EXCEED \$40,000.00

I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.	SUBTOTAL	\$40,000.00
	SHIPPING	
	SALES TAX	
	TOTAL	NTE \$40,000.00

PURCHASING AGENT

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

REVISED 02/05/26

PURCHASE ORDER NO. B31015

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

DATE: 07/01/25

ACCOUNT: 5020.01 CLASS: 125

TO: PUBLIC EMPLOYEES RETIREMENT
 SYSTEM
 400 P STREET
 PO BOX 1982
 SACRAMENTO, CA 95809-1982

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

Contact:

Vendor Phone No:

Fax No:

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

QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		EMPLOYER PAID RETIREMENT BENEFITS: CLASSIC: EMPLOYEE PORTION 7% EMPLOYER PORTION 11.61% NEW HIRES HIRED AFTER 12/31/12 PEPPRA: EMPLOYEE PORTION 8.25% EMPLOYER PORTION 7.76% OF ELIGIBLE GROSS PAYROLL FOR FISCAL YEAR 07/01/25 THROUGH 06/30/26 CalPERS RETIREMENT BENEFITS ARE PAID THROUGH AN ELECTRONIC FUNDS TRANSFER TRANSACTION		NOT TO EXCEED: \$1,050,000.00

I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.	SUBTOTAL	\$1,050,000.00
	SHIPPING	
	SALES TAX	
	TOTAL	NTE: \$1,050,000.00

PURCHASING AGENT

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

REVISED 02/05/26

PURCHASE ORDER NO. B31160

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

DATE: 07/01/25

ACCOUNT: 5090.06 CLASS: 125
 ACCOUNT: VARIOUS CLASS: VARIOUS

SHIP & INVOICE TO:

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

TO: RTS IT INC
 1037 SUNCAST LANE SUITE 102
 EL DORADO HILLS, CA 95762

Contact: Tony Snider

Vendor Phone No: (530) 676-2020

Fax No:

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		SPECIAL PROJECT OUTSIDE OF CONTRACT (ON-BOARD CAMERA SYSTEM & ROUTEMATCH) FOR PERIOD 07/01/25 THROUGH 06/30/26		NOT TO EXCEED: \$30,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$30,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$30,000.00
PURCHASING AGENT				

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

REVISED 02/05/26

PURCHASE ORDER NO. B30200

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

DATE: 05/01/25

ACCOUNT: 9910.32 CLASS: 125

TO: SAENZ LANDSCAPE
CONSTRUCTION COMPANY
12167 FOLSOM BLVD, SUITE D
RANCHO CORDOVA, CA 95742

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

Contact: MICHAEL SAENZ

Vendor Phone No: (916) 294-0555

Email Address: MICHAELSAENZ08@ATT.NET

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		Landscape and construction portion of Phase I of the Bass Lake Road Park & Ride project		
		Refer to Bass Lake Park & Ride Improvements Project # 22-04 Bid Schedule (Attached)		\$389,415.99
		Contingency (5%)		\$19,470.80
		Change order for additional work and landscape improvements		\$31,561.40
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$440,448.19
			SHIPPING	\$0.00
			SALES TAX	\$0.00
			TOTAL	NTE: \$440,448.19
PURCHASING AGENT				

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

REVISED 02/05/26

PURCHASE ORDER NO. B31025

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

DATE: 07/01/25

ACCOUNT: 5040.06 CLASS: 110

ACCOUNT: 5040 CLASS: 110

SHIP & INVOICE TO:

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

TO: TRANSPORTATION SERVICES INC
 P.O. Box 279620
 SACRAMENTO, CA 95827-9620

Contact: Shawn Pruett

Vendor Phone No: (916) 737-5720

Fax No: (916) 737-5755

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		COLLISION REPAIR FOR COMMUTER BUSES FOR FISCAL YEAR 07/01/25 THROUGH 06/30/26		NOT TO EXCEED: \$65,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$65,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$65,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

REVISED 02/05/26

PURCHASE ORDER NO. B31027

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

DATE: 07/01/25

ACCOUNT: TO BE DESIGNATED

TO: UMPQUA BANK (COLUMBIA BANK)
 PO BOX 2310
 SPOKANE, WA 99210-2310

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

Contact:

Vendor Phone No: (530) 622-4242

Fax No:

PROMISED DELIVERY DATE		TERMS: NET DUE		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		AGENCY CREDIT CARDS FOR: EXECUTIVE DIRECTOR OPERATIONS MANAGER HUMAN RESOURCES MANAGER PLANNING AND MARKETING MANAGER ADMINISTRATIVE COORDINATOR FINANCE MANAGER SAFETY PROGRAM MANAGER MISC. VISA PURCHASES FOR FISCAL YEAR 07/01/25 THROUGH 06/30/26		NOT TO EXCEED \$150,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$150,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$150,000.00
PURCHASING AGENT				

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AGENDA ITEM 1 F
Consent Item

MEMORANDUM

DATE: February 5, 2026
TO: El Dorado County Transit Authority
FROM: Kate Hewett, Finance Manager
SUBJECT: Quarterly Investment and Annual Interest Reports for Operating Funds

REQUESTED ACTION:
BY MOTION,

Receive and File Quarterly Investment Report for Quarter Ending 12/31/2025

BACKGROUND

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

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

DISCUSSION

Interest earnings for the fourth quarter from LAIF and Money Market accounts equal \$99,648.81. The investment report for the second fiscal quarter ending 12/31/25 is submitted for review and file.

FISCAL IMPACT

Line item 4970.00 - Interest Income has been increased as represented in the Mid-Year Budget Adjustment (also discussed on this agenda).

EL DORADO COUNTY TRANSIT AUTHORITY

QUARTERLY INVESTMENT REPORT

PERIOD 10/01/2025 – 12/31/2025

LOCAL AGENCY INVESTMENT FUND (L A I F)

Account Summary

09/30/2025	Balance Forward	\$ 9,216,584.08
	Total Transfers to General Checking Account	\$ 0.00
	Total Transfers from General Checking Account	\$ 0.00
	Interest Earned @ 4.20%	\$ <u>97,452.79</u>
12/31/2025	Ending Balance 4th Qtr., 2025	\$ 9,314,036.87

COLUMBIA BANK – FORMERLY UMPQUA BANK (Money Market Account)

Account Summary

09/30/2025	Balance Forward	\$ 646,724.14
	Total Transfers to LAIF Account	\$ 0.00
	Total Transfer from General Checking Account	\$ 0.00
	Interest Earned @ 1.41% (October 2025)	\$ 768.98
	Interest Earned @ 1.34% (November 2025)	\$ 711.36
	Interest Earned @ 1.31% (December 2025)	\$ <u>715.68</u>
12/31/2025	Ending Balance 4th Qtr., 2025	\$ 648,920.16

AGENDA ITEM 1 G
Consent Item

MEMORANDUM

DATE: February 5, 2026
TO: El Dorado County Transit Authority
FROM: Ryan Robinson, Safety Program Manager
SUBJECT: Updated Drug & Alcohol Policy

REQUESTED ACTION:
BY MOTION,

Adopt Resolution No. 26-04 Replacing the Existing Drug and Alcohol Policy with the New Proposed Version

BACKGROUND

The Federal Transit Administration (FTA) requires all public transit agencies receiving federal funding to establish, implement, and maintain a Drug and Alcohol Testing Program in compliance with 49 CFR Parts 40 and 655, as well as the Drug-Free Workplace Act of 1988. These regulations mandate drug and alcohol testing for employees who perform safety-sensitive functions to ensure public safety and regulatory compliance. El Dorado County Transit Authority (El Dorado Transit) previously maintained a Drug and Alcohol Policy; however, it had become outdated and no longer fully aligned with current FTA regulatory requirements. To address this, staff conducted a comprehensive review and rebuilt the policy using the FTA's official Drug and Alcohol Policy Builder and current federal guidance to ensure full compliance with all applicable regulations.

DISCUSSION

The updated Drug and Alcohol Policy was presented to the El Dorado Transit Board of Directors in the December 4, 2025 meeting. The policy modernizes El Dorado Transit's Drug and Alcohol Program and fully aligns the agency with current FTA regulations (49 CFR Parts 40 and 655). The policy clearly defines covered employees, prohibited substances, testing circumstances, testing procedures, and consequences for violations. It establishes required testing categories, including pre-employment, random, reasonable suspicion, post-accident, return-to-duty, and follow-up testing, and reinforces the agency's zero-tolerance standard for positive or refused tests. The updated policy also clarifies expectations related to prescription medication use, voluntary self-referral, and program administration, while formally designating the Safety Program Manager as the Drug and Alcohol Program contact. Due to the complete recreation of the policy to meet current federal standards, a redline comparison is not included. Adoption of the updated policy ensures continued regulatory compliance and reinforces El Dorado Transit's

commitment to a safe, drug-free workplace. Staff recommends that the Board adopt the updated Drug and Alcohol Policy to replace the existing version.



EL DORADO TRANSIT



Drug and Alcohol Policy

Draft

Prepared by:

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

DRAFT

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DRAFT

1. Purpose of Policy

This policy complies with 49 CFR Part 655, as amended and 49 CFR Part 40, as amended. Copies of Parts 655 and 40 are available in the drug and alcohol program manager's office and can be found on the internet at the Federal Transit Administration (FTA) Drug and Alcohol Program website <http://transit-safety.fta.dot.gov/DrugAndAlcohol/>.

All covered employees are required to submit to drug and alcohol tests as a condition of employment in accordance with 49 CFR Part 655.

Certain portions of this policy are not FTA-mandated but reflect El Dorado County Transit Authority's policy. These additional provisions are identified by **bold text**.

In addition, DOT has published 49 CFR Part 32, implementing the Drug-Free Workplace Act of 1988, which requires the establishment of drug-free workplace policies and the reporting of certain drug-related offenses to the FTA.

All El Dorado County Transit Authority employees are subject to the provisions of the Drug-Free Workplace Act of 1988.

The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in the covered workplace. An employee who is convicted of any criminal drug statute for a violation occurring in the workplace shall notify the Safety Program Manager in writing no later than five days after such conviction.

Employees must abide by the terms of this policy as a condition of employment.

2. Covered Employees

This policy applies to every person, including an applicant or transferee, who performs or will perform a "safety-sensitive function" as defined in Part 655, Section 655.4.

You are a covered employee if you perform any of the following:

- Operating a revenue service vehicle, in or out of revenue service
- Operating a non-revenue vehicle requiring a commercial driver's license
- Controlling movement or dispatch of a revenue service vehicle
- Maintaining (including repairs, overhaul and rebuilding) of a revenue service vehicle or equipment used in revenue service
- Carrying a firearm for security purposes

See Attachment A for a list of covered positions by job title.

3. Prohibited Behavior

Use of illegal drugs is prohibited at all times. Prohibited drugs include:

- Marijuana
- Cocaine
- Phencyclidine (PCP)
- Opioids
- Amphetamines
- Fentanyl

All covered employees are prohibited from performing or continuing to perform safety-sensitive functions while having an alcohol concentration of 0.04 or greater.

All covered employees are prohibited from consuming alcohol while performing safety-sensitive job functions or while on-call to perform safety-sensitive job functions. If an on-call employee has consumed alcohol, they must acknowledge the use of alcohol at the time that they are called to report for duty. If the on-call employee claims the ability to perform his or her safety-sensitive function, he or she must take an alcohol test with a result of less than 0.02 prior to performance.

All covered employees are prohibited from consuming alcohol within four (4) hours prior to the performance of safety-sensitive job functions.

All covered employees required to take a post-accident test are prohibited from consuming alcohol for eight (8) hours following involvement in an accident or until he or she submits to the post-accident drug and alcohol test, whichever occurs first.

4. Consequences for Violations

Following a positive drug or alcohol (BAC at or above 0.04) test result or test refusal, the employee will be immediately removed from safety-sensitive duty and provided with contact information for Substance Abuse Professionals (SAPs).

Following a BAC of 0.02 or greater, but less than 0.04, the employee will be immediately removed from safety-sensitive duties until the start of their next regularly scheduled duty period (but for not less than eight hours) unless a retest results in the employee's alcohol concentration being less than 0.02.

Zero Tolerance

Per El Dorado County Transit Authority policy, any employee who tests positive for drugs or alcohol (BAC at or above 0.04) or refuses to test will be terminated from employment.

5. Circumstances for Testing

Pre-Employment Testing

A negative pre-employment drug test result is required before an employee can first perform safety-sensitive functions. If a pre-employment test is cancelled, the individual will be required to undergo another test and successfully pass with a verified negative result before performing safety-sensitive functions.

If a covered employee has not performed a safety-sensitive function for 90 or more consecutive calendar days, and has not been in the random testing pool during that time, the employee must take and pass a pre-employment test before he or she can return to a safety-sensitive function.

A covered employee or applicant who has previously failed or refused a DOT drug and/or alcohol test must provide proof of having successfully completed a referral, evaluation, and treatment plan meeting DOT requirements. All El Dorado County Transit Authority employees are subject to this category of testing as part of the agency's Drug and Alcohol Program.

Reasonable Suspicion Testing

All covered employees shall be subject to a drug and/or alcohol test when El Dorado County Transit Authority has reasonable suspicion to believe that the covered employee has used a prohibited drug and/or engaged in alcohol misuse. A reasonable suspicion referral for testing will be made by a trained supervisor or other trained company official on the basis of specific, contemporaneous, articulable observations concerning the appearance, behavior, speech, or body odors of the covered employee.

Covered employees may be subject to reasonable suspicion drug testing any time while on duty. Covered employees may be subject to reasonable suspicion alcohol testing while the employee is performing safety-sensitive functions, just before the employee is to perform safety-sensitive functions, or just after the employee has ceased performing such functions. All El Dorado County Transit Authority employees are subject to this category of testing as part of the agency's Drug and Alcohol Program.

Post-Accident Testing

Covered employees shall be subject to post-accident drug and alcohol testing under the following circumstances:

Fatal Accidents

As soon as practicable following an accident involving the loss of a human life, drug and alcohol tests will be conducted on each surviving covered employee operating the public transportation vehicle at the time of the accident. In addition, any other covered employee whose performance could have contributed to the accident, as determined by El Dorado County Transit Authority using the best information available at the time of the decision, will be tested.

Non-fatal Accidents

As soon as practicable following an accident not involving the loss of a human life, drug and alcohol tests will be conducted on each covered employee operating the public transportation vehicle at the time of the accident if at least one of the following conditions is met:

- (1) The accident results in injuries requiring immediate medical treatment away from the scene, unless the covered employee can be completely discounted as a contributing factor to the accident
- (2) One or more vehicles incurs disabling damage and must be towed away from the scene, unless the covered employee can be completely discounted as a contributing factor to the accident

In addition, any other covered employee whose performance could have contributed to the accident, as determined by El Dorado County Transit Authority using the best information available at the time of the decision, will be tested.

A covered employee subject to post-accident testing must remain readily available, or it is considered a refusal to test. Nothing in this section shall be construed to require the delay of necessary medical attention for the injured following an accident or to prohibit a covered employee from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident or to obtain necessary emergency medical care. All El Dorado County Transit Authority employees are subject to this category of testing as part of the agency's Drug and Alcohol Program.

Random Testing

Random drug and alcohol tests are unannounced and unpredictable, and the dates for administering random tests are spread reasonably throughout the calendar year. Random testing will be conducted at all times of the day when safety-sensitive functions are performed.

Testing rates will meet or exceed the minimum annual percentage rate set each year by the FTA administrator. The current year testing rates can be viewed online at www.transportation.gov/odapc/random-testing-rates.

The selection of employees for random drug and alcohol testing will be made by a scientifically valid method, such as a random number table or a computer-based random number generator. Under the selection process used, each covered employee will have an equal chance of being tested each time selections are made.

A covered employee may only be randomly tested for alcohol misuse while the employee is performing safety-sensitive functions, just before the employee is to perform safety-sensitive functions, or just after the employee has ceased performing such functions. A covered employee may be randomly tested for prohibited drug use anytime while on duty.

Each covered employee who is notified of selection for random drug or random alcohol testing must immediately proceed to the designated testing site.

6. Testing Procedures

All FTA drug and alcohol testing will be conducted in accordance with 49 CFR Part 40, as amended.

Dilute Urine Specimen

If there is a negative dilute test result, El Dorado County Transit Authority will conduct one additional retest. The result of the second test will be the test of record.

Dilute negative results with a creatinine level greater than or equal to 2 mg/dL but less than or equal to 5 mg/dL require an immediate recollection under direct observation (see 49 CFR Part 40, section 40.67).

Split Specimen Test

In the event of a verified positive test result, or a verified adulterated or substituted result, the employee can request that the split specimen be tested at a second laboratory. El Dorado County Transit Authority guarantees that the split specimen test will be conducted in a timely fashion.

7. Test Refusals

As a covered employee, you have refused to test if you:

- (1) Fail to appear for any test (except a pre-employment test) within a reasonable time, as determined by El Dorado County Transit Authority.
- (2) Fail to remain at the testing site until the testing process is complete. An employee who leaves the testing site before the testing process commences for a pre-employment test has not refused to test.
- (3) Fail to provide a specimen for a drug or alcohol test. An employee who does not provide a specimen because he or she has left the testing site before the testing process commenced for a pre-employment test has not refused to test.
- (4) In the case of a directly-observed or monitored urine drug collection, fail to permit monitoring or observation of your provision of a specimen.
- (5) Fail to provide a sufficient specimen for a drug or alcohol test without a valid medical explanation.
- (6) Fail or decline to take a second drug test as directed by the collector or El Dorado County Transit Authority.
- (7) Fail to undergo a medical evaluation as required by the Medical Review Officer (MRO) or El Dorado County Transit Authority's Designated Employer Representative (DER).
- (8) Fail to cooperate with any part of the testing process.
- (9) Fail to follow an observer's instructions to raise and lower clothing and turn around during a directly-observed urine drug test.
- (10) Possess or wear a prosthetic or other device used to tamper with the collection process.
- (11) Admit to the adulteration or substitution of a specimen to the collector or MRO.
- (12) Refuse to sign the certification at Step 2 of the Alcohol Testing Form (ATF).
- (13) Fail to remain readily available following an accident.

As a covered employee, if the MRO reports that you have a verified adulterated or substituted test result, you have refused to take a drug test.

As a covered employee, if you refuse to take a drug and/or alcohol test, you incur the same consequences as testing positive and will be immediately removed from performing safety-sensitive functions, and provided with contact information for SAPs.

8. Voluntary Self-Referral

Any employee who has a drug and/or alcohol abuse problem and has not been notified of the requirement to submit to reasonable suspicion, random or post-accident testing or has not refused a drug or alcohol test may voluntarily refer her or himself to the Safety

Program Manager who will refer the individual to a substance abuse counselor for evaluation and treatment.

The substance abuse counselor will evaluate the employee and make a specific recommendation regarding the appropriate treatment. Employees are encouraged to voluntarily seek professional substance abuse assistance before any substance use or dependence affects job performance.

Any safety-sensitive employee who admits to a drug and/or alcohol problem will immediately be removed from his/her safety-sensitive function and will not be allowed to perform such function until successful completion of a prescribed rehabilitation program.

9. Prescription Drug Use

The appropriate use of legally prescribed drugs and non-prescription medications is not prohibited. However, the use of any substance which carries a warning label that indicates that mental functioning, motor skills, or judgment may be adversely affected must be reported to the Safety Program Manager. Medical advice should be sought, as appropriate, while taking such medication and before performing safety-sensitive duties.

10. Contact Person

For questions about El Dorado County Transit Authority’s anti-drug and alcohol misuse program, contact the Safety Program Manager.

Attachment A: Covered Positions

- **Operations Manager**
- **Safety Program Manager**
- **Planning & Marketing Manager**
- **Maintenance & Facilities Supervisor**
- **Equipment Technician I**
- **Equipment Technician II**
- **Maintenance Technician**
- **Custodian**
- **Transit Operations Supervisor**
- **Transit Dispatcher**
- **Transit Operator (Bus Operator)**

DRAFT

AGENDA ITEM 1 H
Consent Item

MEMORANDUM

DATE: February 5, 2026

TO: El Dorado County Transit Authority

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

SUBJECT: Teleconferencing in Accordance With the 2026 Brown Act Changes Under Senate Bill 707

REQUESTED ACTION:

BY MOTION,

Adopt Resolution No. 26-05 Authorizing the Use of Teleconferencing for Board of Directors and Transit Advisory Committee Meetings

BACKGROUND

Senate Bill 707 (SB 707) was signed into law by the Governor of California on October 25, 2025 and went into effect on January 1, 2026, making numerous changes to the Brown Act, some of which impact the El Dorado County Transit Authority (El Dorado Transit) and some of which do not. Many of the new provisions apply only to “eligible legislative bodies” and “eligible multijurisdictional bodies,” which are not subject to the same requirements despite the use of the term “eligible”. An “eligible multijurisdictional body” is defined to include a joint powers authority in Government Code Section 54953.8.7(b)(2)(B). The impact of SB 707 on El Dorado Transit is further discussed below. All section references are to the Government Code.

DISCUSSION

Teleconferencing. Sections 54953 and 54953.8, subject all teleconferencing flexibility to the same set of basic rules, most of which are procedural and technical requirements that staff is responsible for handling. Among other helpful revisions, the new law:

- Expands the teleconferencing flexibility during state-declared emergencies to include local emergencies (Section 54953.8.20); and
- Extends the sunset on teleconferencing flexibility provisions for just cause and emergency circumstances through December 31, 2029 (Section 54953.8.3).

SB 707 now includes a definition for an “eligible multijurisdictional body”, which includes a joint powers entity as noted above. Going forward, to conduct a teleconferenced meeting, in addition to complying with the requirements set forth in Sections 54953 and 54953.8, the following requirements are set forth in Section 54953.8.7:

- (1) The eligible multijurisdictional body has adopted a resolution that authorizes the eligible multijurisdictional body to use teleconferencing pursuant to this section at a regular meeting in open session.
- (2) At least a quorum of the members of the eligible multijurisdictional body shall participate from one or more physical locations that are open to the public and within the boundaries of the territory over which the local agency exercises jurisdiction.

Further and importantly for each Board member, Section 54953.8.7 imposes requirements on the individual member, as follows:

- (1) A member of the eligible multijurisdictional body may participate from a remote location provided that:
 - The eligible multijurisdictional body identifies each member of the eligible multijurisdictional body who plans to participate remotely in the agenda.
 - The member shall participate through both audio and visual technology.
- (2) A member of the eligible multijurisdictional body shall not participate in a meeting remotely pursuant to this section, unless the location from which the member participates is more than 20 miles each way from any physical location of the meeting described in paragraph (2).

These new requirements are effective January 1, 2026 through December 31, 2029 unless revised.

In addition, SB 707 requires Americans with Disabilities Act (ADA) access by authorizing remote participation of a Board member as a reasonable accommodation (and treats it as in-person attendance for quorum purposes) if both of the following are met:

- (1) Member participates through audio and video – except any member with a disability may participate only through audio (no video) if “a physical condition related to their disability results in a need to participate off camera.”
- (2) At the meeting, and before any action is taken, member discloses (a) whether any individuals 18 or older are in the room at the remote location; and (b) the “general nature” of their relationship with the individuals.

With regard to just cause and emergency circumstances, now in Section 54953.8.3, SB 707 makes the following changes:

- (1) Removes the requirement for the legislative body to approve each instance a member of the legislative body wants to use teleconferencing flexibility for emergency circumstances, and applies the same rules for just cause and emergency circumstances;
- (2) Adds language that provides just cause flexibility should not limit the ability of a legislative body to use another teleconferencing flexibility provision; and
- (3) Requires that the minutes for the meeting identify the specific provision that each member relied upon to participate remotely.

The number of meetings in which a Board member may rely on either just cause or emergency circumstances remains unchanged. For both the Board of Directors and the Transit Advisory Committee, this limit is two meetings, as each body meets once per month or less. (Section 54953.8.3)

Miscellaneous

Social Media. Existing law allows board members to engage in separate conversations or communications outside of a meeting using social media for specified purposes, provided, among other things, that a majority of the members do not use the platform to discuss business of a specific nature within the subject matter jurisdiction of the legislative body. This bill in Section 54952.2 makes this exception indefinite.

Disruptive Public. Clarifies that the existing authority of a legislative body or its presiding officer to remove or limit participation by individuals or groups of persons who engage in behavior that actually disrupts, disturbs, impedes, or renders infeasible the orderly conduct of the meeting, including existing limitations upon that authority, applies to members of the public participating in a meeting via a two-way telephonic service or a two-way audiovisual platform, as specified. Sections 54957.95 and 54957.96

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 26-05**

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE EL DORADO COUNTY TRANSIT AUTHORITY
AUTHORIZING THE USE OF TELECONFERENCING FOR MEETINGS**

WHEREAS, the Ralph M. Brown Act, California’s open meeting law, governs the conduct of public meetings by governmental bodies and Senate Bill 707, enacted by the legislature and signed into law by Governor Newsom made certain changes to the Brown Act effective January 1, 2026; and

WHEREAS, for many years the law has allowed virtual attendance at meetings through teleconferencing in specified instances and with adherence to detailed procedures; and

WHEREAS, among recent revisions to the law is a requirement in Government Code section 54953.8.7 that the board of a multijurisdictional body such as the El Dorado County Transit Authority adopt a resolution authorizing the use of teleconferencing for meetings.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors adopts this resolution to specifically authorize members of the Board of Directors and Transit Advisory Committee to use teleconferencing.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board held on the 5th day of February 2026, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

El Dorado County Transit Authority Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

AGENDA ITEM 2 A
Action Item

MEMORANDUM

DATE: February 5, 2026

TO: El Dorado County Transit Authority

FROM: Kate Hewett, Finance Manager

SUBJECT: Increase allocation of Equipment Technician I/II from 3 Full-Time Equivalents to 4 Full-Time Equivalents.

REQUESTED ACTION:

BY MOTION,

- 1. Approve the Increased Allocation of Equipment Technician I/II from 3 FTE to 4 FTE Effective February 7, 2026**
- 2. Approve the Proposed Revised Allocation Table and Organizational Chart Effective February 7, 2026**
- 3. Adopt Resolution No. 26-06 Revising the Personnel Allocation Table for Fiscal Year (FY) 2025/26**

BACKGROUND

El Dorado County Transit Authority (El Dorado Transit) periodically reviews job classification and staffing needs for updates and/or revisions necessary to maintain standard operations.

The Executive Director has determined that staffing change is necessary to support the current level of responsibilities within the transit maintenance department. This reclassification will provide additional support and improve workflow efficiency within the Maintenance Department.

DISCUSSION

In 2020 at the beginning of the COVID pandemic, El Dorado Transit reduced the number of Equipment Technician Full-Time Equivalents (FTE) from four (4) to three (3) due to a decrease in the number of revenue vehicles on the road each day. El Dorado Transit has recently increased the number of revenue vehicles on the road and is experiencing a higher rate of service with our fleet vehicles, especially the MCI and Gillig Buses. This increased service rate can be attributed to the age of most of our fleet, the higher mileage, and the restoration of services which are currently providing more transportation options to our community. To maintain company standards and avoid route cancellation, as well continue in our efforts to restore and expand services, El Dorado Transit is recommending the addition of one (1) Full-Time Equivalent (FTE) allocation to the Equipment Technician I/II classification.

El Dorado Transit Staff has proposed a revised Allocation Table and Organizational Chart to reflect the proposed increase of the Equipment Technician I/II classification, which will result in an overall FTE increase from 62 to 63.

FISCAL IMPACT

There will be no further fiscal impact for this proposed FTE allocation. Due to understaffing the first six (6) months of this fiscal year, no adjustments were needed. The operating budget's mid-year review is also being discussed later in this agenda.

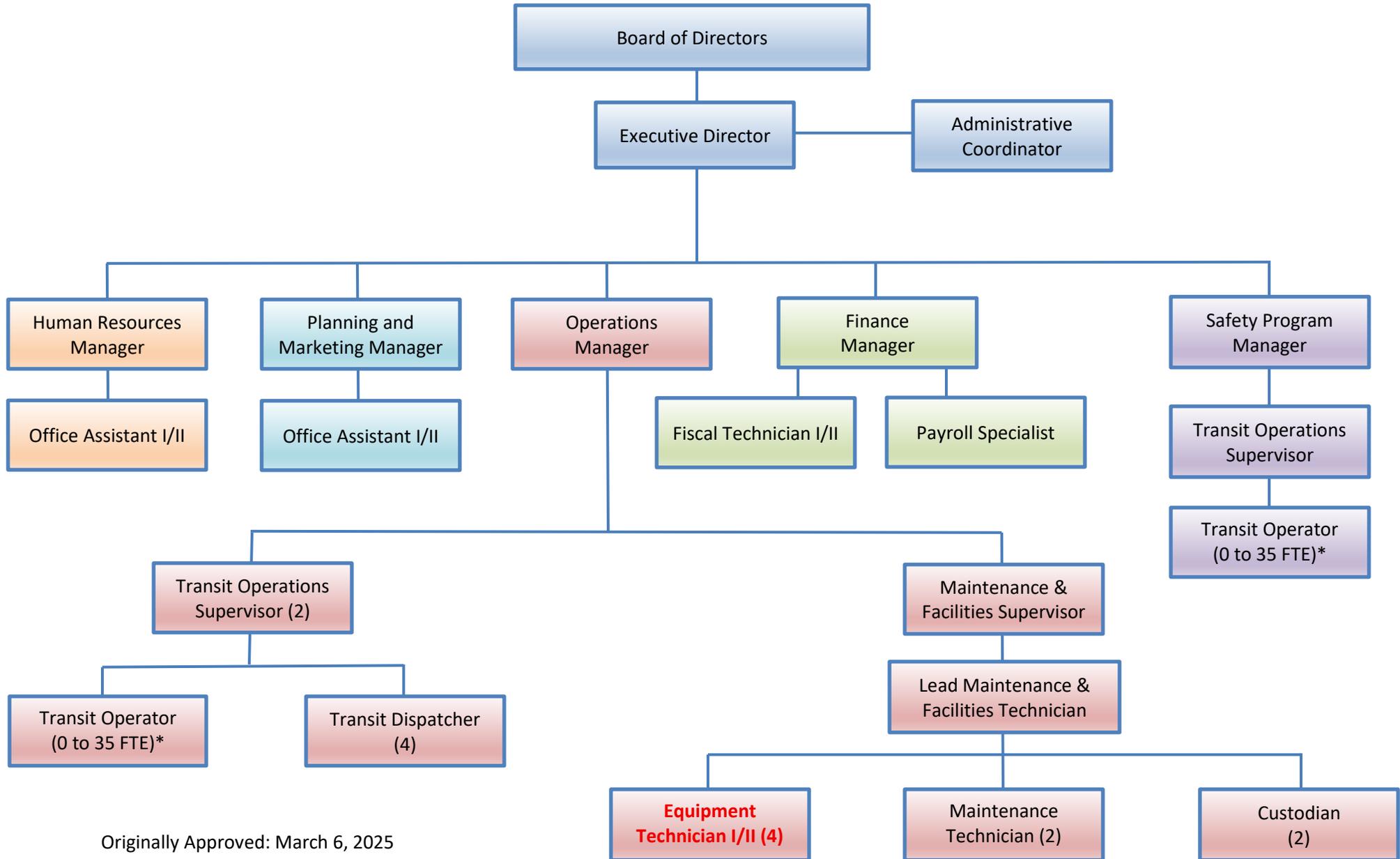
EL DORADO COUNTY TRANSIT AUTHORITY
 APPROVED PERSONNEL ALLOCATION TABLE
 Fiscal Year (FY) 2025/26

Classification	Adopted FY 2025/26 (FTE*)	Proposed FY 2025/26 (FTE*)
Administrative Coordinator	1	1
Custodian	2	2
Equipment Technician I/II	3	4
Executive Director	1	1
Finance Manager	1	1
Fiscal Technician I/II	1	1
Human Resources Manager	1	1
Lead Maintenance and Facilities Technician	1	1
Maintenance and Facilities Supervisor	1	1
Maintenance Technician	2	2
Office Assistant I/II	2	2
Operations Manager	1	1
Payroll Specialist	1	1
Planning and Marketing Manager	1	1
Transit Operations Supervisor	3	3
Safety Program Manager	1	1
Transit Dispatcher	4	4
Transit Operator	35	35
<i>TOTAL ALLOCATED POSITIONS</i>	<i>62</i>	<i>63</i>

*Effective 02/07/2026

* FTE = Full Time Equivalent

**EL DORADO COUNTY TRANSIT AUTHORITY
PROPOSED REVISED ORGANIZATIONAL CHART
FISCAL YEAR 2025/2026**



Originally Approved: March 6, 2025
 Revised & Re-Approved: November 6, 2025
 Revised & Proposed: February 5, 2026

** Total Transit Operator FTE Not to Exceed 35 FTE.
 Probationary, Training, and Trainer Operators will be assigned under the Safety Program Manager.
 Non-Probationary Operators will be assigned under the Operations Manager.*

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 26-06**

RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY
TRANSIT AUTHORITY ADOPTING THE REVISED PERSONNEL ALLOCATION PLAN
FOR FISCAL YEAR 2025/26

WHEREAS, the Governing Board of El Dorado County Transit Authority is authorized to adopt an annual fiscal year personnel allocation plan; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of El Dorado Transit:

1. The Board adopts the attached Personnel Allocation Table as a maximum allocation of personnel for the fiscal year 2025/26.
2. The Board authorizes the Executive Director to utilize extra-help employees as necessary to meet the service needs of the public.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board held on the 5th day of February, 2026, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

El Dorado County Transit Authority Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

AGENDA ITEM 2 B
Action Item

MEMORANDUM

DATE: February 5, 2026
TO: El Dorado County Transit Authority
FROM: Kate Hewett, Finance Manager
SUBJECT: Proposed Fiscal Year 2025/26 Mid-Year Operating Budget Adjustments

REQUESTED ACTION:
BY MOTION,

- 1. Adopt Proposed Fiscal Year 2025/26 Mid-Year Operating Budget Adjustments**
- 2. Approve Line-item Increase of \$134,666 to Contingency**

BACKGROUND

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

The proposed El Dorado County Transit Authority (El Dorado Transit) Fiscal Year (FY) 2024/25 Mid-Year Operating Budget adjustments include overall increases in Revenues and Services and Supply accounts. The overall Salary and Benefit account section also reflects an increase. These adjustments to actual revenues and expenses trigger a decrease to the available Contingency line item, requiring Board approval.

DISCUSSION

The following mid-year adjustments to the El Dorado Transit FY 2025/26 Operating Budget are presented for Board review and approval. Proposed account adjustments are noted in bold on the attached budget report per corresponding line-item.

Revenue Accounts **Net change is an increase of \$203,666 in revenue**

1. Account 4100.05 Section 5311(f) Grant: Awarded a total of \$150,000 adding \$75,000 in revenue to the budget.

25. Account 5090.70 Office Expenses: Increased by \$8,000.
26. Account 5090.80 Postage: Increased by \$1,000.
27. Account 5140.01 Equipment Purchase – Data Processing: Increased by \$1,000.
28. Account 5150.01 Marketing: Decreased by \$7,500.
29. Account 5160.01 Maintenance/Buildings: Decreased by \$5,000.
30. Account 5160.03 Maintenance/Equipment: Decreased by \$5,000.
31. Account 5160.05 Maintenance/Grounds: Decreased by \$3,000.
32. Account 5160.07 Park & Ride Maintenance: Decreased by \$5,000.
33. Account 4108.03 Fair Shuttle AB2766 Grant: Increased by \$25,000.
34. Account 5008.01 My Ride – Mileage Expenses: Increased by \$35,000.
35. Account 6270.00 Contingency: Increased by \$134,666. The increase in contingency funds is facilitated by a combination of revenue account adjustments.

FISCAL IMPACT

The overall fiscal outlook for El Dorado Transit remains positive. The proposed Fiscal Year (FY) 2025/26 Mid-Year Operating Budget reflects an additional balancing of \$203,666 in expenses to revenues and maintains the current level of public transportation provided to the residents of the County of El Dorado.

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

**EL DORADO COUNTY TRANSIT AUTHORITY
PROPOSED MID-YEAR OPERATING BUDGET 2025/2026**

OPERATING BUDGET		FY2025/26	FY2025/26
		Final Operating	Mid-Year Operating
REVENUE ACCOUNTS		Adopted on 06/05/2025	Proposed on 02/05/2025
4000.00	Transportation Development Act (TDA/LTF)	\$6,116,668	\$6,116,668
4100.00	Federal Transit Administration (FTA) Section 5311 Grant	\$777,840	\$777,840
4100.05	Federal Transit Administration (FTA) Section 5311(f) Grant	\$75,000	\$150,000
4100.06	Federal Transit Administration (FTA) ARPA Act Section 5311 Grant	\$277,750	\$277,750
4107.03	Fair Shuttle AB2766 Grant	\$32,000	\$25,000
4112.00	Federal Transit Administration (FTA) ARPA Act Section 5307 Grant	\$567,661	\$567,661
4270.00	State Transit Assistance (STA)	\$1,893,660	\$1,893,660
4300.00	Cash Fares	\$112,000	\$115,000
4310.00	Contract Services	\$184,000	\$170,000
4330.00	Commuter Route Fare Media	\$675,000	\$675,000
4350.00	Local Route Fare Media	\$100,000	\$104,000
4360.00	Paper Scrip	\$13,000	\$11,000
4370.00	CCJPA	\$132,249	\$145,000
4400.00	Advertising Revenue	\$23,000	\$27,000
4970.00	Interest Income	\$170,000	\$300,000
4990.00	Misc. Revenue	\$400	\$400
5060.00	Offset Reserve Fund - CalTIP (restricted)	\$139,290	\$137,205
TOTAL REVENUES		\$11,289,518	\$11,493,184
SALARY & BENEFIT ACCOUNTS			
5010.00	Regular Employees	\$4,406,718	\$4,406,718
5010.02	Temporary Employees	\$150,000	\$150,000
5010.07	Overtime	\$120,000	\$200,000
5010.08	On Call Pay	\$7,000	\$7,000
5010.09	ARBRK and Shift Pay	\$60,000	\$60,000
5020.01	Employee Retirement	\$750,000	\$750,000
5020.02	Health Insurance	\$1,770,000	\$1,570,000
5020.03	Unemployment Insurance	\$15,000	\$15,000
5020.04	LT Disability/Life Ins	\$46,000	\$46,000
5020.05	Worker's Comp	\$190,000	\$245,000
5070.01	OASDI - Payroll Tax - FICA	\$8,500	\$8,500
5070.02	MEDICARE - Payroll Tax	\$60,000	\$60,000
TOTAL SALARY & BENEFITS		\$7,583,218	\$7,518,218
SERVICE & SUPPLY ACCOUNTS			
5030.00	Professional Services	\$250,000	\$250,000
5030.10	Employee Medical Exams	\$15,000	\$15,000
5030.30	Background Checks	\$2,000	\$5,000
5040.00	Vehicle Maintenance (In-House)	\$460,000	\$500,000
5040.01	Fuel Purchase	\$868,000	\$800,000
5040.02	Vehicle Maintenance/Tires & Tubes	\$125,000	\$125,000
5040.03	Vehicle Maintenance/Lubricants	\$37,000	\$50,000
5040.04	Vehicle Maintenance/Small Tools - Shop	\$5,000	\$7,000
5040.80	Vehicle Maintenance/Sales Tax/ Fuel & Lub.	\$45,000	\$45,000
5050.01	Communications - Phone	\$30,000	\$50,000
5050.02	Utilities	\$61,000	\$61,000
5050.03	Utilities/ Park & Rides	\$30,000	\$30,000
5060.01	Insurance Premiums/Public Liability	\$500,000	\$500,000
5060.02	Insurance Premiums/Physical Damage	\$40,000	\$40,000
5060.03	Insurance Premiums/Commercial	\$15,000	\$15,000
5060.04	Insurance Premium EPLI Package	\$28,000	\$28,000
5090.00	Operating Expense - Other	\$3,500	\$3,500
5090.01	Household Expenses	\$23,000	\$23,000
5090.02	Shop Clothing & Supplies	\$10,000	\$15,000
5090.05	Uniforms - Other	\$20,000	\$20,000
5090.06	Service Contracts/Equipment	\$200,000	\$225,000
5090.08	Pubs/Legal Notices	\$2,500	\$2,500
5090.20	Communications - Radio	\$500	\$500
5090.30	Staff Development/Travel	\$60,000	\$80,000
5090.40	Memberships	\$6,000	\$8,000
5090.50	Safety Equipment/Training	\$2,500	\$30,000
5090.70	Office Expense	\$22,000	\$30,000
5090.72	Bank Charges	\$1,500	\$1,500
5090.73	Credit Card Charge Fees	\$6,000	\$6,000
5090.74	Connect Card Administration Expenses	\$11,000	\$11,000
5090.75	Printing	\$10,000	\$10,000
5090.80	Postage	\$4,000	\$5,000
5120.00	Rents/Leases	\$16,000	\$16,000
5140.01	Equipment Purchase - Data Processing	\$1,000	\$2,000
5140.05	Equipment Purchase - Office	\$1,800	\$1,800
5150.00	Special Department Expense	\$1,500	\$1,500
5150.01	Marketing	\$15,000	\$7,500
5160.00	Maintenance/Other	\$2,000	\$2,000
5160.01	Maintenance/Buildings	\$25,000	\$20,000
5160.03	Maintenance/Equipment	\$10,000	\$5,000
5160.05	Maintenance/Grounds	\$6,500	\$3,500
5160.07	Park and Ride Maintenance	\$20,000	\$15,000
5160.09	Maintenance/Bus Stop	\$4,000	\$4,000
4108.03	Fair Shuttle AB2766 Grant	\$0	\$25,000
5008.01	MY RIDE - Mileage Expenses	\$140,000	\$175,000
6270.00	Contingency	\$570,000	\$704,666
TOTAL SERVICES AND SUPPLIES		\$3,706,300	\$3,974,966
TOTAL OPERATING EXPENSES		\$11,289,518	\$11,493,184

AGENDA ITEM 2 C
Action Item

MEMORANDUM

DATE: February 5, 2026
TO: El Dorado County Transit Authority
FROM: Kate Hewett, Finance Manager
SUBJECT: Ratification of the Executive Director Employment Contract

REQUESTED ACTION:

BY MOTION,
Ratification of the Executive Director Employment Contract

BACKGROUND

February 5, 2026 The El Dorado County Transit Authority Board (Board) negotiated and approved the new terms of an employment contract with current Executive Director, Brian James, in a closed session meeting. The term of the employment contract shall end on June 30, 2027.

DISCUSSION

The matter before the Board today is approval of a new employment contract between the El Dorado County Transit Authority Board (Board) and the current Executive Director, Brian James. This employment contract will be effective February 5, 2026, following approval.

A copy of the proposed employment agreement is attached for review.

**EMPLOYMENT AGREEMENT BETWEEN THE
EL DORADO COUNTY TRANSIT AUTHORITY AND
THE EXECUTIVE DIRECTOR**

This Agreement (hereinafter referred to as the “Agreement”), effective February 5, 2026, is entered into by and between the El Dorado County Transit Authority located at 6565 Commerce Way, Diamond Springs, California (hereinafter referred to as “EDCTA”), and Brian James (hereinafter referred to as the “Executive Director,” collectively referred to as the “Parties”). In consideration of the mutual promises made herein, the parties agree to the following;

WHEREAS, the County of El Dorado and the City of Placerville have entered into a Joint Powers Agreement establishing the EDCTA;

WHEREAS, paragraph eight (8) of the Joint Powers Agreement provides that the Executive Director serves at the pleasure of the EDCTA Board of Directors (the “Board”) and further establishes the powers and duties of the Executive Director.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

I. Description of Executive Director Duties.

The Executive Director shall do and perform all services, acts, or deeds, necessary or advisable to fulfill the duties of the Executive Director including duties specified by the Board. The powers and duties of the Executive Director shall be as set forth in paragraph eight (8) of the Joint Powers Agreement. However, the Executive Director shall at all times comply with and be subject to the direction of the Board and the policies established by the Board.

II. Employment Status.

The Executive Director shall serve at the pleasure of the Board as a management and supervisory employee who is not entitled to any overtime or compensatory time off. The Executive Director shall work those hours that are necessary to perform the duties and responsibilities of the position.

III. Termination of Employment.

A. The Board may terminate this Agreement at any time after the effective date, for any reason or no reason, immediately upon written notice to the Executive Director as further specified herein. In the event of termination without cause by Board, the Executive Director shall be entitled to severance pay equal to three (3) months’ salary from the effective date of termination and continuation of health, dental, and vision insurance coverage for three (3) months from the effective date of termination. In the event the termination is for cause, the payment of severance pay and continuation of health, dental, and vision insurance coverage as described in this paragraph shall not be provided. However, in either case the Executive Director shall be entitled to compensation for all accrued vacation leave, unused sick leave pursuant to *El*

Dorado County Transit Authority Personnel Policies & Procedures Manual Section 5.2 and salary earned as of the effective date of termination.

B. Prior to terminating the Executive Director for cause, Board shall give the Executive Director thirty (30) days written notice of its intention to terminate him for cause. Any decision to terminate the Executive Director for cause shall be effective upon the date determined by Board, except that such date shall not be sooner than thirty (30) calendar days after the notice of termination is given to the Executive Director, unless otherwise agreed to by the Board and the Executive Director. In the event that the Executive Director is terminated for cause, all rights and obligations of the Parties under the Agreement shall be deemed fully satisfied on the effective date of the termination and the Executive Director shall not be entitled to any further benefit under the Agreement, unless otherwise agreed to by the Board and the Executive Director.

C. The Executive Director may terminate employment upon providing the Board with thirty (30) days written notice of termination. If the Executive Director terminates employment at any time, he shall forfeit any severance pay and shall only be entitled to compensation for all accrued vacation leave, unused sick leave pursuant to *El Dorado County Transit Authority Personnel Policies & Procedures Manual* Section 5.2 and salary earned as of the effective date of termination.

D. Notwithstanding any other provision of the Agreement, Board and Executive Director may, by mutual consent, terminate this Agreement before its expiration.

IV. Compensation.

Board may review Executive Director's salary and adjust at its sole discretion. The Executive Director's base pay shall be Step 2 of the Executive Director - Contract Salary Schedule, which is attached hereto as Attachment A. The Board may grant merit increases to the Executive Director during the term of this Agreement. The award of a merit increase shall be reflected in the minutes of the Board. The Executive Director shall be paid longevity pay for continuous service with El Dorado Transit as follows:

- A. After 10 years 5% of base salary;
- B. After 15 years 7.5% of base salary;
- C. After 20 years 10% of base salary.

V. Benefits.

A. Retirement. The Executive Director shall pay the Executive Director's contribution to the Public Employee's Retirement System.

B. Health, Dental, and Other Insurance Premiums. EDCTA shall provide the option for health, dental, and vision insurance for the Executive Director and family at levels that are at least equal to that provided to other EDCTA employees at the same contribution rate for full-time regular employees.

C. Executive Director Optional Benefit Plan. EDCTA shall provide an annual contribution to the Executive Director that may be applied to the employee portion of dental/vision, medical, or FSA (if elected) or paid out as cash, as described in *El Dorado County Transit Authority Personnel Policies & Procedures Manual* Section 6.3 and subject to the terms set forth in Board Resolution No. 24-25.

D. Vacation Leave, Sick Leave, Management Leave, and Holidays. The Executive Director shall accrue vacation leave pursuant to *El Dorado County Transit Authority Personnel Policies & Procedures Manual* Section 5.1. Twelve (12) days of sick leave shall be provided with no maximum accrual. The Executive Director shall be granted 80 hours of management leave per fiscal year as provided by the *El Dorado County Transit Authority Personnel Policies & Procedures Manual*. Holidays shall be granted as provided for other employees and approved policies.

E. Life Insurance. EDCTA shall furnish a life insurance policy in the Executive Director's name with a face value of \$50,000.00 payable to beneficiaries as designated by Executive Director during Executive Director's employment with the EDCTA.

VI. Evaluations.

The Board shall evaluate the Executive Director's performance at least annually and shall coordinate with the Executive Director to set performance goals and objectives for the ensuing fiscal year.

VII. Indemnity.

A. EDCTA shall include the Executive Director as a named insured in its liability and errors and omissions insurance policies.

B. EDCTA shall, to the fullest extent permitted by law, defend, hold harmless, and indemnify the Executive Director from any and all demands, claims, suits, actions, and legal proceedings brought against him in his personal or official capacity as an agent and/or employee of EDCTA, provided that the incident arose while the Executive Director was acting on matters related to his employment with EDCTA.

C. In no event will any individual Board member be personally liable for indemnifying the Executive Director.

VIII. Term of Agreement.

This Agreement shall be for the period beginning on February 5, 2026, and ending June 30, 2027.

IX. Entire Agreement.

This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the employment of the Executive Director by EDCTA and contains

all of the covenants and agreements between the parties with respect to that employment in any manner whatsoever. Each party to this Agreement acknowledges that no representations have been made by any party or anyone acting on behalf of any party that are not embodied herein, and that no other agreement, statement or promise not contained in this Agreement shall be valid or binding. Each party has been advised to seek the advice of legal counsel regarding any of the agreements, terms, and covenants contained in this Agreement.

X. Modification.

No changes, amendments, or alterations shall be effective unless in writing and signed by both parties.

XI. Law Governing Agreement.

This Agreement shall be governed by and construed in accordance with the laws of the State of California.

XII. Delivery of Notices.

All notices permitted or required under the Agreement shall be given to respective parties at the following address:

Executive Director:



EDCTA:
6565 Commerce Way
Diamond Springs, California

Such notices shall be deemed received when personally delivered or when deposited in the U.S. Mail. However, actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

XIII. Headings.

The headings of sections of the Agreement have been inserted for convenience of reference only and shall not affect the interpretation of any of the provisions of the Agreement.

XIV. Attorney's Fees.

In the event of any action or proceeding to enforce or construe any of the provisions of the Agreement, Executive Director and EDCTA shall each bear the cost of their own attorney's fees and costs regardless of the outcome of the action or proceeding.

XV. Severability.

If any portion of the Agreement is declared invalid or unenforceable by a court of competent jurisdiction, such declaration shall not affect the validity or enforceability of the remaining provisions of the Agreement.

XVI. No Assignment.

The Executive Director may not assign or transfer any rights granted or obligations assumed in the Agreement.

El Dorado County Transit Authority

DATED: _____

By: _____
Brian James, Executive Director

DATED: _____

By: _____
Chairperson, EDCTA

ATTACHMENT A



EL DORADO TRANSIT

JOB CLASSIFICATION	STEP	1	2	3	4	5	6	7
EXECUTIVE DIRECTOR	Hourly	\$58.81	\$61.75	\$64.83	\$68.08	\$71.48	\$75.05	\$78.81
	Monthly	\$10,193.01	\$10,702.66	\$11,237.80	\$11,799.69	\$12,389.67	\$13,009.15	\$13,659.61

AGENDA ITEM 3 A
Information Item

MEMORANDUM

DATE: February 5, 2026
TO: El Dorado County Transit Authority
FROM: Kate Hewett, Finance Manager
SUBJECT: Capital Improvement Plan Project # 26-03 Cradlepoint Mobile Router Replacements

REQUESTED ACTION:
BY MOTION,

No Action. Information Item.

BACKGROUND

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

DISCUSSION

Adopted into the Capital Improvement Plan (CIP) for Fiscal Year (FY) 2025/2026 was Project # 26-03 for Cradlepoint Mobile Router Replacements. Completion of this project was in October 2025; this project's final invoice was issued in July 2025 with the promised credit being received in September 2025.

FISCAL IMPACT

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

	Adopted Budget	Actual Costs
Cradlepoint Mobile Routers	\$19,607.00	\$19,671.54
Configuration/Documentation	\$ 5,850.00	\$ 5,850.00
Contingency (15%)	<u>\$ 3,819.00</u>	<u>\$ 0.00</u>
Total Project Budget vs. Actual	\$29,276.00	\$25,521.54
Funding Source		
Credit from Verizon Wireless	\$ 0.00	\$22,880.00
Transportation Development Act (TDA)	<u>\$29,276.00</u>	<u>\$ 2,641.54</u>
Total Revenue Budget vs. Actual	\$29,276.00	\$25,521.54

The final actual project costs were \$3,754.46 under the adopted estimated budget.



Newsletter

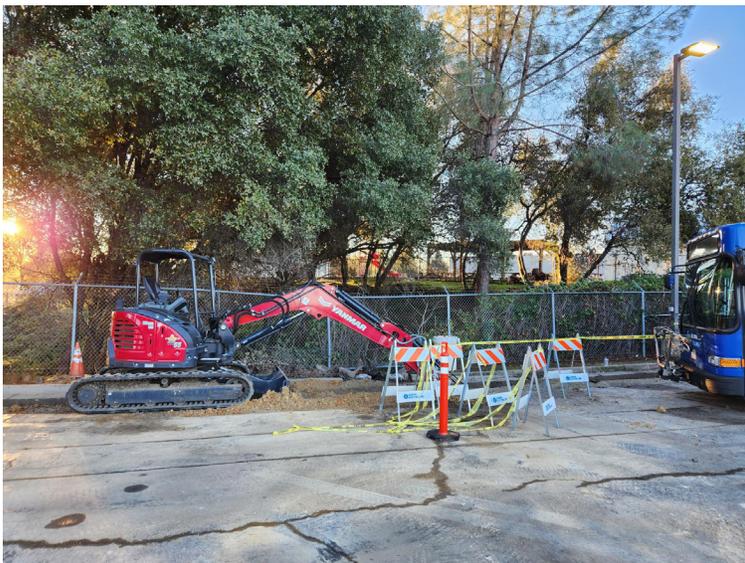
January 2026 - March 2026
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Construction Begins on Bus Parking Lot Improvement Project

As summer turned to fall, our construction efforts shifted from the Bass Lake Road Park and Ride to a location much closer to “home.” In fact, it is the home for all of our vehicles, it is the Bus Parking Lot at our headquarters in Diamond Springs.

The Bus Parking Lot Improvement Project will not only include fresh asphalt and parking stalls, but also the infrastructure for electric vehicle charging. If our services and vehicles make the switch to electrification, El Dorado Transit will be ready.

Unlike the Bass Lake Road Park and Ride project, this one is not visible to the public. But rest assured, it’s completion will help with the reliability and efficiency of our entire fleet.



Route Number	AM					PM					
	1	2	3	4	5	1	2	3	4	5	6
Central Park & Ride	5:10	5:40	6:10	6:40	—	—	—	—	—	—	—
Ray Lawyer Dr. Park & Ride	5:20	5:50	6:20	6:50	7:50	1:30	2:00	2:30	3:00	3:30	—
Bass Lake Rd. Park & Ride	5:30	6:00	6:30	7:00	8:00	R	R	R	R	R	—
El Dorado Hills Park & Ride	5:40	6:10	6:40	7:10	8:10	R	R	R	R	R	—
S Street at 65th Street (West)	5:50	6:20	6:50	7:20	8:20	R	R	R	R	R	—
P Street at 30th Street	R	R	R	R	R	R	R	R	R	R	—
P Street at 21st Street	6:20	6:50	7:20	7:50	8:50	R	R	R	R	R	—
Richards Blvd at North 7th Street	6:22	6:52	7:22	7:52	8:52	R	R	R	R	R	—
P Street at 13th Street	6:24	6:54	7:24	7:54	8:54	R	R	R	R	R	—
5th Street at P Street	6:26	6:56	7:26	7:56	8:56	R	R	R	R	R	—
5th Street at N Street	6:28	6:58	7:28	7:58	8:58	R	R	R	R	R	—
8th Street at Capitol Mall	6:30	7:00	7:30	8:00	9:00	2:50	3:20	3:50	4:20	4:50	5:40
9th Street at 11th Street	6:31	7:01	7:31	8:01	9:01	3:00	3:30	4:00	4:30	5:00	5:50
Street at 11th Street	6:34	7:04	7:34	8:04	9:04	3:02	3:32	4:02	4:32	5:02	5:50
Street at 14th Street	6:37	7:07	7:37	8:07	9:07	3:04	3:34	4:04	4:34	5:04	5:52
Street at K Street	6:39	7:09	7:39	8:09	9:09	3:05	3:35	4:05	4:35	5:05	5:54
Street at N Street	6:41	7:11	7:41	8:11	9:11	3:08	3:38	4:08	4:38	5:08	5:54
ds Blvd at North 7th Street	6:43	7:13	7:43	8:13	9:13	3:11	3:41	4:11	4:41	5:11	6:01
t at 16th Street	6:45	7:15	7:45	8:15	9:15	3:13	3:43	4:13	4:43	5:13	6:03
t at 21st Street	6:55	7:25	7:55	8:25	9:25	3:15	3:45	4:15	4:45	5:15	6:05
t at 28th Street	R	R	R	R	R	3:17	3:47	4:17	4:47	5:17	6:07
65th Street (East)	R	R	R	R	R	3:19	3:49	4:19	4:49	5:19	6:07
65th Street (East)	R	R	R	R	R	3:22	3:52	4:22	4:52	5:22	6:10

Changes to Tahoe and Commuter Schedules

In late 2025, we had some slight changes to both the Sacramento/South Lake Tahoe Connecting Bus and Commuter routes. Due to schedule adjustments from Capitol Corridor, the eastbound (SAC-SLT) run is starting approximately a half hour later. Also, the westbound run (SLT-SAC) is approximately 40 minutes later. The good news? Both the weekday and weekend schedules are now the same! No need to memorize two different schedules.

On the commuter side, we have changes to the Q Street at 29th Street stop to Q Street and 28th Street to allow a safer exit from downtown Sacramento. This change was initiated due to construction activity related to the Caltrans Fix50 Project. In addition, Commuter 6 PM is starting its run 20 minutes later.

As always, complete schedules and more information can be found on our website at www.eldoradotransit.com



Hangtown Christmas Parade

El Dorado Transit staff, family and volunteers participated in the 47th annual Hangtown Christmas Parade on December 7. A decorated Transit bus made it's way through the parade route and was a huge hit with parade goers. Last year's winner of the Design a Bus Wrap Contest was also on display.

This year's parade was very rewarding and we are glad we could participate and help bring joy to people in our community.



El Dorado Transit on Display at Probation Event

El Dorado Transit recently had a booth at the El Dorado County Community Resources Fair Probation Event. Held at the El Dorado County Fairgrounds, the event was well attended and many people were interested in the services we offer. Transit staff also passed out many give-a-ways.

Have an upcoming event you'd like to see Transit at? Please contact our offices at 530-642-5383 ext. 223.



Passenger Winter Tips

In routes that may be affected by ice and snow:

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

Holiday Schedule January - March Holiday Schedule

Thursday, January 1stNew Year's Day
Monday, January 19th Martin Luther King Jr's Day
Monday, February 16thPresident's Day

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