



# EL DORADO TRANSIT

## EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING AGENDA

**Thursday, February 6, 2025; 1:00 PM**  
Regular Meeting

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

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

Executive Director: Brian James

<p><b>In-Person</b></p> <p>County of El Dorado Board of Supervisors Meeting Room 330 Fair Lane, Bldg. A Placerville, CA 95667</p>	<p><b>Remotely</b></p> <p><b>By Computer:</b> <a href="https://edcgov-us.zoom.us/j/86134567267">https://edcgov-us.zoom.us/j/86134567267</a></p> <p><b>By Phone:</b> 669-219-2599</p> <p><b>Meeting ID:</b> 861 3456 7267</p>
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Members of the public may call in during the meeting and are encouraged to submit public comment via email to [mwilcher@eldoradotransit.com](mailto: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 2025

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B. Oath of Office

**CEREMONIAL ITEMS**

A. Newly elected Chairperson plaque presentation to outgoing Chairperson George Turnboo

**ROLL CALL**

**ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR**

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

**OPEN FORUM**

At this time, any person may comment on any item that is not on the agenda. Please state your name for the record. Action will not be taken on any item that is not on the agenda. Please limit your comments to no more than three (3) minutes. Please give any written material presented at the meeting to the clerk for public record.

**1. CONSENT CALENDAR**

**PAGE**

A. Approve Conformed Minutes of Regular Meeting December 5, 2024 (*Wilcher*)

5

B. Receive and File November and December 2024 Check Registers (*Petersen/Hewett*)

9

C. Receive and File November and December 2024 Ridership Reports (*Bergren*)

16

D. Authorizing the Adoption of Resolution Numbers 25-01, 25-02 and 25-03 for Federal Transit Administration Funding Programs (*Bergren*)

20

E. Approve Revised Blanket Purchase Orders above \$25,000 for Fiscal Year 2024/25 (*Hewett/Petersen*)

27

F. Approve Funding Operating Reserve Utilizing the Advertising Revenue Account for Fiscal Year 2024/25 (*Hewett/Petersen*)

33

<b>1. <u>CONSENT CALENDAR CONTINUED</u></b>	<b><u>PAGE</u></b>
G. Receive and File Quarterly Investment Report for Quarter Ending 12/31/24 <i>(Hewett/Petersen)</i>	35
H. Approve Revised Purchase Order 29222 Issued to Dokken Engineering in the Amount of \$271,550 for Bus Parking Lot Rehabilitation <i>(Bergren)</i>	37
I. Adopt Resolution No. 25-04 Authorizing the Executive Director to File a Revised Transportation Development Act (TDA) Claim for Fiscal Year 2024/25 <i>(Hewett/Petersen)</i>	38
J. Adopt Capital Improvement Plan Project 25-05 for Payment Acceptance Hardware and Processor Services <i>(James)</i>	42
 <b>2. <u>ACTION ITEMS</u></b>	
A. 1. Adopt Proposed Fiscal Year 2024/25 Mid-Year Operating Budget Adjustment 2. Approve Line-item Decrease of \$191,138 to Contingency <i>(Hewett/Petersen)</i>	45
B. Final Ratification of the Executive Director Employment Contract as Amended and Salary Adjustment <i>(Harris)</i>	49
 <b>3. <u>INFORMATION ITEMS</u></b>	
A. Newsletter January – March 2025 <i>(Bergren)</i>	52
B. 50 <sup>th</sup> Anniversary Celebration <i>(Bergren)</i>	54

**EXECUTIVE DIRECTOR REPORT** \*

**BOARD MEMBER COMMENTS** \*

**ADJOURNMENT**

\* Verbal Report

NEXT REGULARLY SCHEDULED  
EL DORADO COUNTY TRANSIT AUTHORITY BOARD MEETING  
Thursday, March 6, 2025 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*

ACTION ITEM  
Election of Officers

**MEMORANDUM**

**DATE:** February 6, 2025  
**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 2025**

**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 5, 2024; 1:00 PM  
Regular Meeting

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

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

Executive Director: Brian James

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

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## **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Chair Turnboo called the meeting to order at 1:04 PM and the Pledge of Allegiance was recited.

## **ROLL CALL**

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

A quorum was present.

## **ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR**

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### **Adoption of the Agenda and Approval of Consent Calendar**

M/S: Neau/Yarbrough  
Ayes: Laine, Neau, Turnboo, Yarbrough

## **OPEN FORUM**

None

### **1. CONSENT CALENDAR**

- A. Approve Conformed Minutes of Regular Meeting November 7, 2024 (*Wilcher*)
- B. Receive and File October 2024 Check Registers (*Petersen/Hewett*)
- C. Receive and File October 2024 Ridership Report (*Bergren*)
- D. Approve the El Dorado County Transit Authority Board of Directors Meeting Schedule for 2025 (*Wilcher*)
- E. Receive and File Independent Financial Audit, Single Audit and Compliance Reports for Fiscal Year 2023/24 for the El Dorado County Transit Authority (*Petersen/Hewett*)
- F. Adopt Resolution No. 24-24 approving the El Dorado County Transit Authority Agency Safety Plan revisions and edits (*Parker*)

G. Adopt Resolution No. 24-25 revising the El Dorado County Transit Authority Personnel Policies and Procedures Manual regarding policy revisions and updates (*Harris*)

H. Adopt Resolution No. 24-26 Authorizing the El Dorado County Transit Authority to execute the Restrictive Covenant document allowing an exception to setback requirements for Bass Lake Road Park and Ride (*Bergren*)

2. **ACTION ITEMS**

- A. 1. Adopt revised Capital Improvement Plan (*Halverson*)  
2. Award Contract to Applied Video Solutions in response to Request for Proposals #24-03 – Security Video System Upgrade  
3. Authorize the Executive Director to execute all documents up to the project budget amount of \$451,000

**Action: Board unanimously approved this item as requested by staff**

**M/S: Neau/Laine**

**Ayes: Laine, Neau, Turnboo, Yarbrough**

3. **INFORMATION ITEMS**

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

**Information item. No vote taken.**

**EXECUTIVE DIRECTOR REPORT \***

**BOARD MEMBER COMMENTS \***

**RECESS TO CLOSED SESSION**

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

Closed Personnel Session Pursuant to Government Code Section 54954.5 –  
PUBLIC EMPLOYMENT Title: Executive Director

**CONFERENCE WITH LABOR NEGOTIATORS**

Unrepresented employee: Executive Director

**CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: 1 Potential Case

**Recessed to closed session at 1:16 PM**

**RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS**

**Reconvene to Open Session at 1:55 PM.**

**Closed session reports:**

**After a negotiation, the parties have agreed to an amendment to the Executive Directors contract moving the Executive Director to Step 2 on the previously agreed to salary schedule, copies of the draft agreement are available at the Transit Office at the address listed on the agenda and the finalized agreement will be available, attached to the agenda for the next board meeting on February 6, 2025 for ratification.**

**Ayes: Laine, Neau, Turnboo, Yarbrough**

**ADJOURNMENT**

**Chair Turnboo adjourned the meeting at 1:56 PM. The next regularly scheduled meeting is Thursday, February 6, 2025.**

**Respectfully Submitted,**

**Megan Wilcher  
Secretary to the Board**

**\* Verbal Report**

AGENDA ITEM 1 B  
Consent Item

**MEMORANDUM**

**DATE:** February 6, 2024

**TO:** El Dorado County Transit Authority

**FROM:** Kate Hewett, Finance Manager  
Julie Petersen, Finance Manager

**SUBJECT:** Receive and File November & December 2024 Check Registers

**REQUESTED ACTION:**  
**BY MOTION,**  
Receive and File November & December 2024 Check Registers

**BACKGROUND**

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

**DISCUSSION**

Six (6) items merit further detail:

Check #40176 – Dokken Engineering.....\$23,800.00  
This check pays the obligation for Consulting Work, performed in September 2024, to Improve the Bus Parking Lot using Local Transportation Funds (LTF); CIP # 25-02.

Check #40203 – Rosco Collison Avoidance.....\$194,980.50  
This check pays the obligation for the products and materials needed to Upgrade the Collison Avoidance System using Local Transportation Funds (LTF); CIP # 24-04.

Check #40207 – Sub Zero HVAC Services.....\$26,198.00  
This check pays the obligation for installation to Replace the Maintenance Facility Swamp Coolers using Local Transportation Funds (LTF); CIP # 20-04.

Check #40219 – Feild and Associates.....\$845.41  
This check pays the obligation for the Bass Lake Road Park & Ride Plan Printing using Local Transportation Funds (LTF); CIP # 22-04.

Check #40283 – Dokken Engineering.....\$32,570.00  
This check pays the obligation for Consulting Work, performed in October 2024, to Improve the Bus Parking Lot using Local Transportation Funds (LTF); CIP # 25-02.

Check #40294 – Rosco Collison Avoidance.....\$38,000.00  
This check pays the obligation for the installation needed to Upgrade the Collison Avoidance System using Local Transportation Funds (LTF); CIP # 24-04.

**EL DORADO COUNTY TRANSIT AUTHORITY**  
**Check Register**  
November through December 2024

Date	Num	Name	Memo	Amount
11/04/2024	EFTTRANS	OPERATING ENGINEERS PUBLIC & MISC	NOVEMBER 2024 - MEDICAL PREMIUMS	48,272.00
11/04/2024	EFTTRANS	CaIPERS - HEALTH BENEFIT SERVICE DIVISION	NOVEMBER 2024 - HEALTH BENEFIT PREMIUMS	53,954.85
11/06/2024	40163	49ER LIVE SCAN	LIVE SCAN FINGERPRINTING (QTY: 2)	42.00
11/06/2024	40164	ACCO ENGINEERED SYSTEMS INC	HVAC SERVICE ADMINISTRATION BUILDING	624.00
11/06/2024	40165	ARNOLDS FOR AWARDS INC	EXECUTIVE NAME TAG/OCTOBER EOM AWARD	50.25
11/06/2024	40166	AUTOZONE INC	DRAIN PLUG, WIPER BLADES, COOLANT, & FLUID	405.50
11/06/2024	40167	C & H MOTOR PARTS	WINDSHIELD WIPERS, STARTER SOLENOID, & FOG LAMP	619.60
11/06/2024	40168	CAL.NET	NOVEMBER 2024 - CCTV CAMERA SERVICE	176.92
11/06/2024	40169	CALIFORNIA SPECIAL DISTRICTS ASSOCIATION	2025 AMS ASSOCIATE MEMBER MEMBERSHIP DUES	1,809.00
11/06/2024	40170	CAPITOL CLUTCH & BRAKE INC	DESSICANT CARTRIDGE, REGEN, PURGE & CHECK VALVE KIT	824.80
11/06/2024	40171	COMMERCE WAY SMOG & SERVICE	VEHICLE SMOGS (QTY: 5)	369.75
11/06/2024	40172	CUSTOM EMBROIDERY CONCEPTS	LADIES RAPID DRY SHIRT (QTY: 2) AND LADIES CARDIGAN	79.74
11/06/2024	40173	D&K AUTO GLASS	WINDSHIELD REPAIRS (QTY: 3)	255.00
11/06/2024	40174	DAWSON OIL	OCTOBER 2024 - FUEL PURCHASES	54,346.71
11/06/2024	40175	DIAMOND SPRINGS PRINTING & GRAPHICS	BUSINESS CARDS (QTY: 500)	53.57
11/06/2024	40176	DOKKEN ENGINEERING	SEPTEMBER 2024 - BUS PARKING LOT IMPROVEMENT PROJECT - PROGRESS REPORT	23,800.00
11/06/2024	40177	EDC HHSA-PUBLIC HEALTH DIVISION	TB EVALUATIONS (QTY: 2)	72.00
11/06/2024	40178	EL DOB ENTERPRISES LLC	TIRES (QTY: 14)	7,652.78
11/06/2024	40179	EL DORADO DISPOSAL SERVICE	OCTOBER 2024 - DISPOSAL SERVICE	447.56
11/06/2024	40180	EL DORADO IRRIGATION DISTRICT	OCTOBER 2024 - WATER SERVICE	229.28
11/06/2024	40181	EMP. MISC. REIMBURSEMENT	MEAL REIMBURSEMENT	89.36
11/06/2024	40182	EMP. MISC. REIMBURSEMENT	MILEAGE REIMBURSEMENT	57.29
11/06/2024	40183	EMP. MISC. REIMBURSEMENT	MISC. REIMBURSEMENT - AUDIT SNACKS	89.55
11/06/2024	40184	FASTENAL	SHOP SUPPLIES	545.27
11/06/2024	40185	FLEMING DISTRIBUTING CO.	HEAVY DUTY FUEL SYSTEM RESTORATION (QTY: 6)	593.41
11/06/2024	40186	GILLIG LLC	BELT TENSIONER & FIRE ALARM SIMULATION MODULE	5,591.89
11/06/2024	40187	GLOBAL DATA VAULT LLC	NOVEMBER 2024 - MONTHLY RECOVERY BACK UP SERVICE	330.00
11/06/2024	40188	GRAINGER	HI VIS. PANTS FOR OPERATORS	149.89
11/06/2024	40189	GWP HOLDINGS LLC	AIR, WATER & FUEL FILTERS, NITROGEN SENSORS, FUEL SEPERATORS	4,014.41
11/06/2024	40190	HUNT & SONS INC	OCTOBER 2024 - FUEL PURCHASES	54.44
11/06/2024	40191	J.C. NELSON SUPPLY CO	ADMIN AND SHOP SUPPLIES	502.79
11/06/2024	40192	MAG LANDSCAPING INC	OCTOBER 2024 - LANDSCAPING MAINTENANCE	1,290.00
11/06/2024	40193	MARIGOLD CLEAN SACRAMENTO	NOVEMBER 2024 - JANITORIAL SERVICE	1,159.00
11/06/2024	40194	MISSION UNIFORM SERVICE	MATS, TOWELS, & UNIFORM SERVICES	1,073.60
11/06/2024	40195	MOTIVE ENERGY LLC	1300 CCA 300 RC (QTY: 2)	409.41
11/06/2024	40196	NAPA AUTO PARTS	ORANGE POWER BUS WASH (QTY: 2)	47.14
11/06/2024	40197	O'REILLY AUTO PARTS	DISC PAD SETS (QTY: 4) & FILTERS (QTY: 9)	1,356.24
11/06/2024	40198	PACIFIC GAS & ELECTRIC	OCTOBER 2024 - ELECTRIC SERVICE	803.28
11/06/2024	40199	PETTY CASH	DMV - VTT (QTY: 5), PARKING, OVERNIGHT POSTAGE	101.40
11/06/2024	40200	QUILL LLC	OFFICE SUPPLIES	265.10
11/06/2024	40201	RESCO PRINTING	DIAL-A-RIDE BROCHURES QTY 1500 (SECOND ORDER)	480.48
11/06/2024	40202	RON DUPRATT FORD	REAR WIPER ARM ASSEMBLY & SEAT BELTS (QTY: 2)	511.69
11/06/2024	40203	ROSCO COLLISION AVOIDANCE	VQS3905 (QTY: 14) & VQS3911 (QTY: 10)	194,980.50
11/06/2024	40204	RTS IT INC	NOVEMBER 2024 - ITCARE GOLD SERVICE PLAN	5,321.50
11/06/2024	40205	SAFETY-KLEEN SYSTEMS INC	PICK UP OF USED OIL FILTERS AND OILY SOLIDS	446.31
11/06/2024	40206	STATE OF CA - DEPT OF JUSTICE	STATE AND FBI CRIMINAL BACKGROUND CHECK	49.00
11/06/2024	40207	SUB ZERO HVAC SERVICES	MAINTENANCE FACILITY SWAMP COOLER REPLACEMENT	26,198.00
11/06/2024	40208	SUN LIFE FINANCIAL	NOVEMBER 2024 - SUPPLEMENTAL LIFE BENEFIT	356.49
11/06/2024	40209	THE AFTERMARKET PARTS CO LLC	DOOR ASM, PANEL, EQUALIZER AND BATTERY DISCONNECT	10,924.64
11/06/2024	40210	TRANSIT MARKETING LLC	BUSINESS CARD & MONTHLY PASS UPDATE	152.50
11/06/2024	40211	TRUE VALUE HARDWARE	SHOP SUPPLIES	229.26
11/06/2024	40212	TURBO IMAGES INC	PRODUCTION OF REPAIR PART FRONT GRAPHIC	477.26
11/06/2024	40213	VERIZON WIRELESS	OCTOBER 2024 - CELLULAR SERVICE	2,019.20
11/06/2024	40214	VISUAL EDGE IT, INC.	NOVEMBER 2024 - CONTRACT BASE RATE	546.48
11/06/2024	40215	WILKINSON PORTABLES INC	NOVEMBER 2024 - PORTABLE TOILET & WASH STATION RENTAL FOR CAMBRIDGE P&R	170.00
11/06/2024	40216	XEROX FINANCIAL SERVICES	OCTOBER 2024- COPIER LEASE PAYMENT & PROPERTY TAX	509.44
11/06/2024	40217	ZEP MANUFACTURING CO.	INDUSTRIAL CITRUS AND GLASS CLEANER FOR BUSES	434.71
11/06/2024	40218	ZONAR SYSTEMS INC	NFC TAG, ADHESIVE (QTY: 24), S&H	67.09
11/08/2024	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #23 PEPRA	15,416.47
11/08/2024	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #23 CLASSIC	8,186.12
11/12/2024	EFTTRANS	CaIPERS 457 DEFERRED COMPENSATION PROGRAM	PAY PERIOD OCT. 19 - NOV. 1, 2024; PAY DATE NOV. 8, 2024	4,435.42
11/15/2024	40219	FEILD AND ASSOCIATES	BLH P&R LANDSCAPE PLAN PRINTING	845.41
11/20/2024	40220	.ALLEN, CYNTHIA A	MY RIDE - SEPTEMBER & OCTOBER 2024	54.14
11/20/2024	40221	.BURNS, ROBERTA	MY RIDE - OCTOBER 2024	234.50
11/20/2024	40222	.CAMP, BETTY J	MY RIDE - OCTOBER 2024	234.50
11/20/2024	40223	.CHRONISTER, RODNEY E	MY RIDE - OCTOBER 2024	234.50
11/20/2024	40224	.COOK, VAUGHAN	MY RIDE - AUGUST, SEPTEMBER & OCTOBER 2024	703.50
11/20/2024	40225	.COOK, VERONICA	MY RIDE - AUGUST, SEPTEMBER & OCTOBER 2024	1,407.00
11/20/2024	40226	.COOPER, DEBBIE	MY RIDE - OCTOBER 2024	47.77

**EL DORADO COUNTY TRANSIT AUTHORITY**  
**Check Register**  
November through December 2024

11/20/2024	40227	.CROZIER, EILEEN JEAN	MY RIDE - OCTOBER 2024	234.50
11/20/2024	40228	.DA COSTA, MONICA	MY RIDE - OCTOBER 2024	234.50
11/20/2024	40229	.DAVIS, JANET	MY RIDE - OCTOBER 2024	187.60
11/20/2024	40230	.DUPONT, MARTHA D	MY RIDE - SEPTEMBER & OCTOBER 2024	173.53
11/20/2024	40231	.FICKLIN, LINDA R	MY RIDE - OCTOBER 2024	55.81
11/20/2024	40232	.GAGNE, SUSAN D	MY RIDE - OCTOBER 2024	31.49
11/20/2024	40233	.GALVAN, ELAINE M	MY RIDE - OCTOBER 2024	234.50
11/20/2024	40234	.GOODRICH, DIANA BARBARA	MY RIDE - OCTOBER 2024	46.90
11/20/2024	40235	.GOODSPEED, DIANE C	MY RIDE - OCTOBER 2024	234.50
11/20/2024	40236	.GRIFFIN, INDIA	MY RIDE - OCTOBER 2024	56.15
11/20/2024	40237	.GROY, DAVID	MY RIDE - SEPTEMBER & OCTOBER 2024	304.72
11/20/2024	40238	.GULARTE, LARA L	MY RIDE - OCTOBER 2024	234.50
11/20/2024	40239	.HAYNIE, DIANA	MY RIDE - OCTOBER 2024	160.80
11/20/2024	40240	.HEDGE, SAMANTHA	MY RIDE - OCTOBER 2024	234.50
11/20/2024	40241	.HEIDEN, DEBRA	MY RIDE - OCTOBER 2024	8.71
11/20/2024	40242	.HENDRIX, SUSAN L.	MY RIDE - OCTOBER 2024	234.50
11/20/2024	40243	.KAMENA, DAWN	MY RIDE - JULY & OCTOBER 2024	146.80
11/20/2024	40244	.KAMENA, DENISE C	MY RIDE - OCTOBER 2024	274.23
11/20/2024	40245	.KURTZ, STORM	MY RIDE - OCTOBER 2024	234.50
11/20/2024	40246	.LAWSON, CATHERINE A	MY RIDE - OCTOBER 2024	149.68
11/20/2024	40247	.LAWSON, GLENN V	MY RIDE - OCTOBER 2024	84.83
11/20/2024	40248	.LEONARD, DONALD CHRISTOPHER	MY RIDE - OCTOBER 2024	234.50
11/20/2024	40249	.LUO, LONGBAO	MY RIDE - SEPTEMBER & OCTOBER 2024	224.45
11/20/2024	40250	.MARTIN, LINA	MY RIDE - OCTOBER 2024	214.40
11/20/2024	40251	.MATZINGER, LINDA IOLEEN	MY RIDE - OCTOBER 2024	130.11
11/20/2024	40252	.MEADOWS, KARLEN	MY RIDE - OCTOBER 2024	131.32
11/20/2024	40253	.MILLER, DOREENE ELIZABETH	MY RIDE - OCTOBER 2024	234.50
11/20/2024	40254	.NUNEZ, FERNANDO	MY RIDE - OCTOBER 2024	234.50
11/20/2024	40255	.PNUMECHCHU, SRINIVAS	MY RIDE - OCTOBER 2024	234.50
11/20/2024	40256	.POLANSKI, MARIOLA	MY RIDE - OCTOBER 2024	233.43
11/20/2024	40257	.RAI, PRAVIND	MY RIDE - OCTOBER 2024	179.56
11/20/2024	40258	.ROGERS, TIMOTHY ALTON	MY RIDE - OCTOBER 2024	74.24
11/20/2024	40259	.SALVATORI, ANNE	MY RIDE - OCTOBER 2024	231.82
11/20/2024	40260	.SHAWHAN, CHARLES	MY RIDE - OCTOBER 2024	128.64
11/20/2024	40261	.SMITH, REBECCA	MY RIDE - OCTOBER 2024	23.45
11/20/2024	40262	.SMITH, WENDELL	MY RIDE - OCTOBER 2024	452.92
11/20/2024	40263	.STOCKEL, GARY	MY RIDE - OCTOBER 2024	238.32
11/20/2024	40264	.STOCKEL, JAMES	MY RIDE - OCTOBER 2024	80.27
11/20/2024	40265	.TODD, JANET C	MY RIDE - OCTOBER 2024	532.05
11/20/2024	40266	.VALENCIA, ROCHELLE	MY RIDE - OCTOBER 2024	77.99
11/20/2024	40267	.VAN CLEAVE, MICHA	MY RIDE - OCTOBER 2024	361.80
11/20/2024	40268	.WAHLGREN, ANNETTE	MY RIDE - OCTOBER 2024	166.83
11/20/2024	40269	.WANG, YING	MY RIDE - SEPTEMBER & OCTOBER 2024	201.13
11/20/2024	40270	.WARMAN, SHIELA	MY RIDE - OCTOBER 2024	234.50
11/20/2024	40271	.WEST, JASON	MY RIDE - OCTOBER 2024	168.84
11/20/2024	40272	.WOJAN, CYNTHIA J	MY RIDE - OCTOBER 2024	206.29
11/20/2024	40273	.WOJAN, RONALD	MY RIDE - OCTOBER 2024	55.01
11/20/2024	40274	.WOODS, ELIZABETH	MY RIDE - OCTOBER 2024	234.50
11/20/2024	40275	.WORTHEN, DALE	MY RIDE - OCTOBER 2024	234.50
11/20/2024	40276	49ER LIVE SCAN	LIVE SCAN FINGERPRINTING (QTY: 1)	21.00
11/20/2024	40277	ACC BUSINESS	NOVEMBER 2024 - FIBER INTERNET	85.87
11/20/2024	40278	AFLAC	NOVEMBER 2024 - INSURANCE PREMIUMS	833.78
11/20/2024	40279	AMERICAN HERITAGE LIFE INSURANCE CO	NOVEMBER 2024 - INSURANCE PREMIUMS	29.10
11/20/2024	40280	AT&T	BILL FOR 9-24-24 TO 10-23-24	88.84
11/20/2024	40281	AT&T MOBILITY	OCTOBER 2024 - WIRELESS SERVICE FOR SURVEILLANCE CAMERAS AT PARK & RIDES	188.12
11/20/2024	40282	CDW GOVERNMENT	MALWARE BUSINESS LICENSE 1 YEAR (QTY: 39)	2,357.94
11/20/2024	40283	DOKKEN ENGINEERING	OCTOBER 2024 - BUS PARKING LOT IMPROVEMENT PROJECT - PROGRESS REPORT	32,570.00
11/20/2024	40284	EDWARDS, STEVENS & TUCKER LLP	GENERAL LEGAL SERVICE	3,391.50
11/20/2024	40285	EMP. MISC. REIMBURSEMENT	TRAVEL REIMBURSEMENT	441.34
11/20/2024	40286	EMP. MISC. REIMBURSEMENT	3 GALLON STORAGE CONTAINERS (QTY: 10)	122.24
11/20/2024	40287	EMPLOYMENT DEVELOPMENT DEPARTMENT	UI BENEFIT CHARGES FOR 3RD QTR. 2024	1,314.00
11/20/2024	40288	KINETICO WATER OF PLACERVILLE	NOVEMBER 2024 - DRINKING WATER SERVICE	42.90
11/20/2024	40289	LANGUAGE LINE SERVICES INC	OCTOBER 2024 - OVER-THE-PHONE INTERPTETATION	10.00
11/20/2024	40290	OPERATING ENGINEERS LOCAL UNION #3	NOVEMBER 2024 - UNION DUES	1,102.00
11/20/2024	40291	PACIFIC GAS & ELECTRIC	OCTOBER 2024 - ELECTRIC SERVICE	3,443.91
11/20/2024	40292	PROTELESIS	NOVEMBER 2024 - PHONE SYSTEM ELEVATE SUBSCRIPTION	680.89
11/20/2024	40293	QUILL LLC	OFFICE SUPPLIES	631.74
11/20/2024	40294	ROSCO COLLISION AVOIDANCE	INSTALLATION @ \$2000.00 EACH (QTY: 19)	38,000.00
11/20/2024	40295	SMALL BUSINESS BENEFIT PLAN TRUST	DECEMBER 2024 - DENTAL & VISION PREMIUMS	4,112.70
11/20/2024	40296	SPECIAL DISTRICT RISK MANAGEMENT AUTH	DECEMBER 2024 - EMPLOYEE ASSISTANCE PROGRAM BENEFITS	202.52

**EL DORADO COUNTY TRANSIT AUTHORITY**

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11/20/2024	40297	STATE OF CA - DEPT OF JUSTICE	SATE AND FBI CRIMINAL BACKGROUND CHECK	147.00
11/20/2024	40298	SUN LIFE FINANCIAL	DECEMBER 2024 - SUPPLEMENTAL LIFE BENEFIT	435.09
11/20/2024	40299	SUN LIFE FINANCIAL	NOVEMBER 2024 - GROUP LIFE & LTD BENEFITS	2,459.42
11/20/2024	40300	UMPQUA BANK COMMERCIAL CARD OPS	RECONCILED VISA CHARGES	6,063.56
11/20/2024	40301	VISUAL EDGE IT, INC.	NOVEMBER 2024 - CONTRACT BASE RATE	566.21
11/22/2024	EFT TRANS	CalPERS - OPEB	FY 24/25 CERBT CONTRIBUTION	35,130.00
11/22/2024	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY PERIOD NOV. 2 - NOV. 15, 2024; PAY DATE NOV. 22, 2024	5,723.11
11/22/2024	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #24 CLASSIC	8,128.68
11/22/2024	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #24 PEPPA	15,077.22
12/02/2024	EFT TRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	DECEMBER 2024 HEALTH BENEFIT PREMIUMS	49,975.38
12/04/2024	40302	ADM SCREENING	DOT MEDICAL (QTY: 5), PRE EMP. DRUG SCREEN (QTY: 3), & RANDOM DOT	1,215.00
12/04/2024	40303	AUTOZONE INC	WIPER BLADES, PLUGS, BRAKE PADS, FILTERS, BULBS	634.80
12/04/2024	40304	C & H MOTOR PARTS	WIPER BLADES (QTY: 4) & STARTER SOLENOIDS (QTY: 2)	827.40
12/04/2024	40305	CAL.NET	CCTV CAMERA SERVICE DECEMBER 2024	176.92
12/04/2024	40306	CAPITOL CLUTCH & BRAKE INC	WINDOW KIT	31.43
12/04/2024	40307	CDW GOVERNMENT	USB CABLES 3FT	27.24
12/04/2024	40308	CITY OF PLACERVILLE	OCTOBER, NOVEMBER & DEEMBER. 2024 - BUS SHELTER MAINTENANCE	330.00
12/04/2024	40309	COMMERCE WAY SMOG & SERVICE	VEHICLE SMOGS (QTY: 3)	229.85
12/04/2024	40310	D&K AUTO GLASS	WINDSHIELD REPAIR (QTY: 10)	645.00
12/04/2024	40311	DAWSON OIL	NOVEMBER 2024 - FUEL PURCHASE	40,407.24
12/04/2024	40312	EL DOB ENTERPRISES LLC	12R22.5/H 150L ENDURANCE (QTY: 8)	4,789.29
12/04/2024	40313	EL DORADO DISPOSAL SERVICE	NOVEMBER 2024 - DISPOSAL SERVICE	447.56
12/04/2024	40314	EL DORADO IRRIGATION DISTRICT	NOVEMBER 2024 - WATER SERVICE	2,693.72
12/04/2024	40315	EMP. MISC. REIMBURSEMENT	MILEAGE REIMBURSEMENT	308.20
12/04/2024	40316	EMP. MISC. REIMBURSEMENT	MISC. REIMBURSEMENT - AED BOXES	193.02
12/04/2024	40317	EMP. MISC. REIMBURSEMENT	DMV RENEWAL AND VTT	68.00
12/04/2024	40318	FASTENAL	FIRE EXTINGUISHER SIGN	31.49
12/04/2024	40319	FLEMING DISTRIBUTING CO.	MOA, 44K, & ATC PLUS	207.74
12/04/2024	40320	FOLSOM LAKE DODGE	TRANSMISSION, VALVES, BUMPER, & GASKET	5,612.48
12/04/2024	40321	GILLIG LLC	FILTER, V-BELT, DEF HOSE ASM., DIPSTICK & VOLTAGE REGULATOR	1,848.41
12/04/2024	40322	GLOBAL DATA VAULT LLC	DECEMBER 2024 - MONTHLY RECOVERY BACK UP SERVICE	330.00
12/04/2024	40323	GWP HOLDINGS LLC	EXH. RCN VALVE AND CORE, FILTERS, THERMOSTAT, & GASKETS	3,757.47
12/04/2024	40324	HUNT & SONS INC	NOVEMBER 2024 - FUEL PURCHASE	180.40
12/04/2024	40325	MISSION UNIFORM SERVICE	MATS, TOWELS, & UNIFORM SERVICES	793.96
12/04/2024	40326	MOTIVE ENERGY LLC	CCA 300RC BATTERIES (QTY: 6)	1,276.86
12/04/2024	40327	O'REILLY AUTO PARTS	GASKETS, WIPER BLADES, FILTERS, & BATTERY CHARGER	792.86
12/04/2024	40328	PACIFIC GAS & ELECTRIC	NOVEMBER 2024 - ELECTRIC SERVICE	1,112.24
12/04/2024	40329	PEST CONTROL CENTER INC	PEST CONTROL ADMIN. BUILDING	65.00
12/04/2024	40330	ROBERTS & COMPANY INC	NOVEMBER 2024 - CPA SERVICES	1,360.00
12/04/2024	40331	RON DUPRATT FORD	FILTERS, SEALS, & BRACKETS	81.19
12/04/2024	40332	ROUTEMATCH SOFTWARE LLC	QUARTERLY SERVICE FEES FOR RM SOFTWARE	18,071.87
12/04/2024	40333	RTS IT INC	DECEMBER 2024 - ITCARE GOLD SERVICE PLAN	5,321.50
12/04/2024	40334	SOUTHERN TIRE MART LLC	TIRES	3,228.00
12/04/2024	40335	THE AFTERMARKET PARTS CO LLC	BATTERY TRAY BASE ASM, RAILS, & SPRINGS	5,144.64
12/04/2024	40336	TRUE VALUE HARDWARE	SHOP SUPPLIES	193.97
12/04/2024	40337	WESTERN SUPPLY INC	1 OZ. STEEL WEIGHT (QTY: 2) -SHOP	85.37
12/04/2024	40338	WILKINSON PORTABLES INC	DECEMBER 2024 - PORTABLE TOILET & WASH STATION RENTAL FOR CAMBRIDGE P&R	170.00
12/04/2024	40339	XEROX FINANCIAL SERVICES	NOVEMBER 2024 - COPIER LEASE PAYMENT & PROPERTY TAX	509.44
12/05/2024	EFT TRANS	OPERATING ENGINEERS PUBLIC & MISC	DECEMBER 2024 - MEDICAL PREMIUMS	51,656.00
12/06/2024	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #25 CLASSIC	7,556.65
12/06/2024	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #25 PEPPA	15,355.92
12/09/2024	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY PERIOD: NOV. 16 - NOV. 29, 2024; PAY DATE: DEC. 6, 2024	5,431.07
12/19/2024	40340	.BRACKETT, MICHELLE	MY RIDE - SEPTEMBER & OCTOBER 2024	391.95
12/19/2024	40341	.CAMP, BETTY J	MY RIDE - NOVEMBER 2024	234.50
12/19/2024	40342	.COOPER, DEBBIE	MY RIDE - NOVEMBER 2024	157.65
12/19/2024	40343	.CROZIER, EILEEN JEAN	MY RIDE - NOVEMBER 2024	234.50
12/19/2024	40344	.DA COSTA, MONICA	MY RIDE - NOVEMBER 2024	203.68
12/19/2024	40345	.DAVIS, JANET	MY RIDE - NOVEMBER 2024	234.50
12/19/2024	40346	.DUPONT, MARTHA D	MY RIDE - NOVEMBER 2024	39.53
12/19/2024	40347	.FICKLIN, LINDA R	MY RIDE - NOVEMBER 2024	75.84
12/19/2024	40348	.GAGNE, SUSAN D	MY RIDE - NOVEMBER 2024	31.49
12/19/2024	40349	.GALVAN, ELAINE M	MY RIDE - NOVEMBER 2024	234.50
12/19/2024	40350	.GOODRICH, ROBERT	MY RIDE - NOVEMBER 2024	234.50
12/19/2024	40351	.GOODSPEED, DIANE C	MY RIDE - NOVEMBER 2024	234.50
12/19/2024	40352	.GRIFFIN, INDIA	MY RIDE - NOVEMBER 2024	88.31
12/19/2024	40353	.GROY, DAVID	MY RIDE - AUGUST & NOVEMBER 2024	239.59
12/19/2024	40354	.GULARTE, LARA L	MY RIDE - NOVEMBER 2024	234.50
12/19/2024	40355	.HAYNIE, DIANA	MY RIDE - NOVEMBER 2024	101.84
12/19/2024	40356	.HEDGE, SAMANTHA	MY RIDE - NOVEMBER 2024	234.50
12/19/2024	40357	.HEIDEN, DEBRA	MY RIDE - NOVEMBER 2024	21.57

**EL DORADO COUNTY TRANSIT AUTHORITY**  
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12/19/2024	40358	.HENDRIX, SUSAN L.	MY RIDE - NOVEMBER 2024	177.28
12/19/2024	40359	.HINDMARSH, LISA	MY RIDE - NOVEMBER 2024	41.88
12/19/2024	40360	.KAMENA, DENISE C	MY RIDE - NOVEMBER 2024	158.52
12/19/2024	40361	.KINZEL, CATHERINE	MY RIDE - NOVEMBER 2024	22.78
12/19/2024	40362	.KURTZ, STORM	MY RIDE - NOVEMBER 2024	234.50
12/19/2024	40363	.LAWSON, CATHERINE A	MY RIDE - NOVEMBER 2024	72.36
12/19/2024	40364	.LAWSON, GLENN V	MY RIDE - NOVEMBER 2024	162.14
12/19/2024	40365	.LEONARD, DONALD CHRISTOPHER	MY RIDE - NOVEMBER 2024	234.50
12/19/2024	40366	.LUO, LONGBAO	MY RIDE - NOVEMBER 2024	108.81
12/19/2024	40367	.LUSK, DEBRA SUE	MY RIDE - NOVEMBER 2024	60.97
12/19/2024	40368	.MARTIN, LINA	MY RIDE - NOVEMBER 2024	193.63
12/19/2024	40369	.MATZINGER, LINDA IOLEEN	MY RIDE - NOVEMBER 2024	193.23
12/19/2024	40370	.MEADOWS, KARLEN	MY RIDE - NOVEMBER 2024	234.50
12/19/2024	40371	.MILLER, DOREENE ELIZABETH	MY RIDE - NOVEMBER 2024	234.50
12/19/2024	40372	.MILLER, ERIN	MY RIDE - OCTOBER & NOVEMBER 2024	469.00
12/19/2024	40373	.NUNEZ, FERNANDO	MY RIDE - NOVEMBER 2024	234.50
12/19/2024	40374	.PENUMECHCHU, SRINIVAS	MY RIDE - NOVEMBER 2024	233.36
12/19/2024	40375	.RAI, PRAVIND	MY RIDE - NOVEMBER 2024	223.51
12/19/2024	40376	.ROGERS, TIMOTHY ALTON	MY RIDE - NOVEMBER 2024	66.60
12/19/2024	40377	.SALVATORI, ANNE	MY RIDE - NOVEMBER 2024	233.76
12/19/2024	40378	.SHAWHAN, CHARLES	MY RIDE - NOVEMBER 2024	125.96
12/19/2024	40379	.SMITH, REBECCA	MY RIDE - NOVEMBER 2024	46.23
12/19/2024	40380	.SMITH, WENDELL	MY RIDE - NOVEMBER 2024	469.00
12/19/2024	40381	.SRINIVASAN, SWAMINATHAN	MY RIDE - NOVEMBER 2024	179.56
12/19/2024	40382	.STOCKEL, GARY	MY RIDE - NOVEMBER 2024	207.50
12/19/2024	40383	.STOCKEL, JAMES	MY RIDE - NOVEMBER 2024	169.04
12/19/2024	40384	.TODD, JANET C	MY RIDE - NOVEMBER 2024	507.46
12/19/2024	40385	.TVERETINOV, ARKADY	MY RIDE - NOVEMBER 2024	234.50
12/19/2024	40386	.VALENCIA, ROCHELLE	MY RIDE - NOVEMBER 2024	53.53
12/19/2024	40387	.VAN CLEAVE, MICHA	MY RIDE - NOVEMBER 2024	194.57
12/19/2024	40388	.WARMAN, SHIELA	MY RIDE - NOVEMBER 2024	234.50
12/19/2024	40389	.WEST, JASON	VOID: MY RIDE - NOVEMBER 2024	0.00
12/19/2024	40390	.WHIGHAM, KAREN	MY RIDE - OCTOBER & NOVEMBER 2024	269.41
12/19/2024	40391	.WOJAN, CYNTHIA J	MY RIDE - NOVEMBER 2024	78.06
12/19/2024	40392	.WOJAN, RONALD	MY RIDE - NOVEMBER 2024	79.80
12/19/2024	40393	.WOODS, ELIZABETH	MY RIDE - NOVEMBER 2024	234.50
12/19/2024	40394	.WORTHEN, DALE	MY RIDE - NOVEMBER 2024	213.73
12/19/2024	40395	4IMPRINT INC	SIGHT SEEING 20 CAN EVENT COOLERS	1,206.53
12/19/2024	40396	ACCESS SYSTEMS INC	PROVIDED AND INSTALLED IDENTIV SSA SUPPORT RENEWAL	959.00
12/19/2024	40397	ADM SCREENING	DOT MEDICAL (QTY: 2) & DOT RANDOM DRUG & ALCOHOL BREATH TEST (QTY: 2)	460.00
12/19/2024	40398	AFLAC	DECEMBER 2024 - INSURANCE PREMIUMS	801.50
12/19/2024	40399	ALPHA ANALYTICAL LABORATORIES INC	STORMWATER LABS	371.00
12/19/2024	40400	AMERICAN HERITAGE LIFE INSURANCE CO	DECEMBER 2024 - INSURANCE PREMIUMS	29.10
12/19/2024	40401	ARNOLDS FOR AWARDS INC	OCTOBER EOM AWARD	17.00
12/19/2024	40402	AT&T	CENTRAL BILLING 10-24-24 TO 11-23-24	88.84
12/19/2024	40403	AT&T MOBILITY	NOVEMBER 2024 - WIRELESS SERVICE FOR SURVEILLANCE CAMERAS AT PARK & RIDES	190.32
12/19/2024	40404	CITY OF PLACERVILLE	LIVE SCAN FINGERPRINTING	20.00
12/19/2024	40405	EDC HHS-PUBLIC HEALTH DIVISION	TB EVALUATIONS (QTY: 3)	102.00
12/19/2024	40406	EDWARDS, STEVENS & TUCKER LLP	GENERAL LEGAL SERVICE	4,018.50
12/19/2024	40407	EL DORADO IRRIGATION DISTRICT	OCTOBER & NOVEMBER 2024 - WATER SERICES	138.80
12/19/2024	40408	EMP. MISC. REIMBURSEMENT	AFLAC REIMBURSEMENT	55.24
12/19/2024	40409	EMP. MISC. REIMBURSEMENT	CONNECT CARD #169700662 REFUND	39.00
12/19/2024	40410	EMP. MISC. REIMBURSEMENT	TRAVEL REIMBURSEMENT	217.63
12/19/2024	40411	EMP. MISC. REIMBURSEMENT	MILEAGE REIMBURSEMENT	47.24
12/19/2024	40412	EMP. MISC. REIMBURSEMENT	CONECT CARD #167988560 REFUND	69.00
12/19/2024	40413	KINETICO WATER OF PLACERVILLE	DECEMBER 2024 - DRINKING WATER SERVICE	42.90
12/19/2024	40414	LANGUAGE LINE SERVICES INC	NOVEMBER 2024 - OVER-THE-PHONE INTERPTETATION	6.25
12/19/2024	40415	MAG LANDSCAPING INC	NOVEMBER 2024 - LANDSCAPING MAINTENANCE	1,290.00
12/19/2024	40416	MARIGOLD CLEAN SACRAMENTO	DECEMBER 2024 - JANITORIAL SERVICE	1,159.00
12/19/2024	40417	OPERATING ENGINEERS LOCAL UNION #3	DECEMBER 2024 - UNION DUES	1,102.00
12/19/2024	40418	PACIFIC GAS & ELECTRIC	NOVEMBER 2024 - ELECTRIC SERVICE	3,589.70
12/19/2024	40419	PROTELESIS	DECEMBER 2024 - PHONE SYSTEM ELEVATE SUBSCRIPTION	680.36
12/19/2024	40420	QUILL LLC	OFFICE SUPPLIES	911.47
12/19/2024	40421	RESCO PRINTING	FEBUARY 2025 TO JUNE 2026 - MONTHLY PASSES	1,608.75
12/19/2024	40422	SMALL BUSINESS BENEFIT PLAN TRUST	JANUARY 2025 - DENTAL & VISION PREMIUMS	3,951.00
12/19/2024	40423	SPECIAL DISTRICT RISK MANAGEMENT AUTH	JANUARY 2025 - EMPLOYEE ASSISTANCE PROGRAM BENEFITS	179.28
12/19/2024	40424	SPOT-ON SIGNS & GRAPHICS	DESIGN LOGO FOR 50TH ANNIVERSARY	135.00
12/19/2024	40425	SUN LIFE FINANCIAL	JANUARY 2025 - SUPPLEMENTAL LIFE BENEFIT	274.80
12/19/2024	40426	SUN LIFE FINANCIAL	DECEMBER 2024 - GROUP LIFE & LTD BENEFITS	2,459.42
12/19/2024	40427	UMPQUA BANK COMMERCIAL CARD OPS	RECONCILED VISA CHARGES	16,007.66

**EL DORADO COUNTY TRANSIT AUTHORITY**  
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12/19/2024	40428	VERIZON WIRELESS	NOVEMBER 2024 - CELLULAR SERVICE	2,044.77
12/19/2024	40429	WAYNE'S LOCKSMITH SERVICE	KEYS FOR SUPERVISORS DESK AND BATHROOMS	34.64
12/20/2024	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #26 PEPRA	15,395.87
12/20/2024	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #26 CLASSIC	7,595.29
12/20/2024	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY PERIOD NOV. 30 - DEC. 13, 2024; PAY DATE DEC. 20, 2024	5,395.06
<b>TOTAL:</b>				<b>976,978.59</b>

AGENDA ITEM 1 C  
Consent Item

**MEMORANDUM**

**DATE:** February 6, 2025  
**TO:** El Dorado County Transit Authority  
**FROM:** Erik Bergren, Planning and Marketing Manager  
**SUBJECT:** November & December 2024 Ridership Reports

**REQUESTED ACTION:**

**BY MOTION,**

**Receive and File the November and December 2024 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 2024, ridership for Local Fixed Routes and Commuter Routes trended up and Demand Response was down slightly. Fiscal year-to-date ridership was up 25.7% overall.

The attached November 2024 Ridership Report compares systemwide monthly passenger trips to the same period in the previous fiscal year. Overall ridership increased by 9.5% compared to the previous year. Demand Response ridership decreased by 2.5%, Local Fixed Route ridership increased by 2.0%, and Commuter ridership increased by 49.6%.

The attached December 2024 Ridership Report compares systemwide monthly passenger trips to the same period in the previous fiscal year. Overall ridership increased by 31.0% compared to the previous year. Demand Response ridership decreased by 5.1%, Local Fixed Route ridership increased by 32.6%, and Commuter ridership increased by 64.9%.

The attached Fiscal year-to-date Ridership Report compares the current fiscal year to the same period in the previous five (5) fiscal years to analyze pre-COVID and current ridership trends.

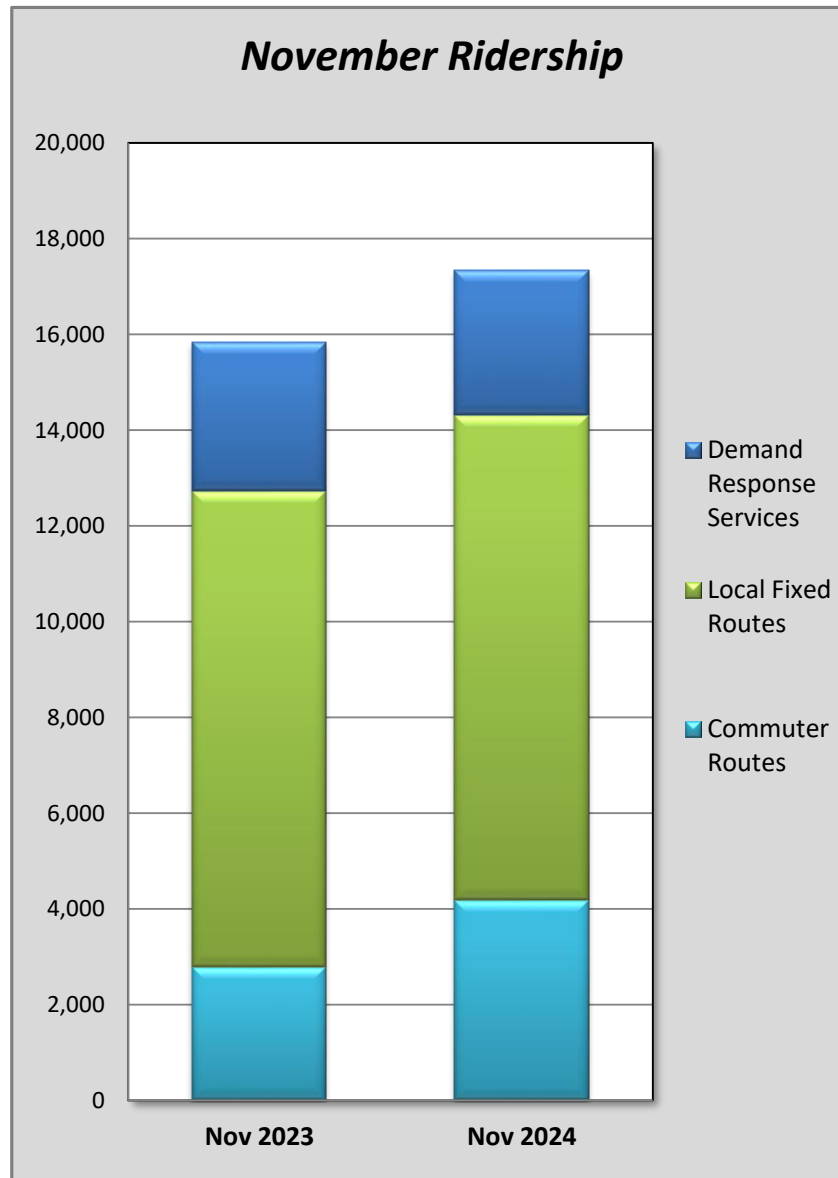
# November 2024 Ridership Report

Demand Response Services	Nov 2023	Nov 2024	% Change
Dial-a-Ride	965	959	-0.6%
Sac-Med	35	14	-60.0%
ADA Paratransit	261	222	-14.9%
M.O.R.E.*	710	616	-13.2%
Senior Day Care*	0	0	0.0%
My Ride	1,137	1,220	7.3%
<b>Total Demand Response</b>	<b>3,108</b>	<b>3,031</b>	<b>-2.5%</b>

Local Fixed Routes	Nov 2023	Nov 2024	% Change
20 - Placerville	1,274	1,335	4.8%
25 - Saturday Express	166	432	160.2%
30 - Diamond Springs	1,185	1,249	5.4%
35 - Diamond Springs Saturday	63	126	100.0%
40 - Cameron Park	1,150	932	-19.0%
50x - 50 Express	4,586	4,842	5.6%
60 - Pollock Pines	1,507	1,217	-19.2%
<b>Total Local Fixed Routes</b>	<b>9,931</b>	<b>10,133</b>	<b>2.0%</b>

Commuter Routes	Nov 2023	Nov 2024	% Change
Sacramento Commuter	1,969	3,333	69.3%
Reverse Commuter	48	36	-25.0%
Sacramento/Tahoe Connector	776	808	4.1%
<b>Total Commuter Routes</b>	<b>2,793</b>	<b>4,177</b>	<b>49.6%</b>

	Nov 2023	Nov 2024	% Change
<b>Systemwide</b>	<b>15,832</b>	<b>17,341</b>	<b>9.5%</b>
Passengers per Revenue Hour	4.5	5.0	11.1%



\*Contracted Services - Ridership Determined by Client Enrollment

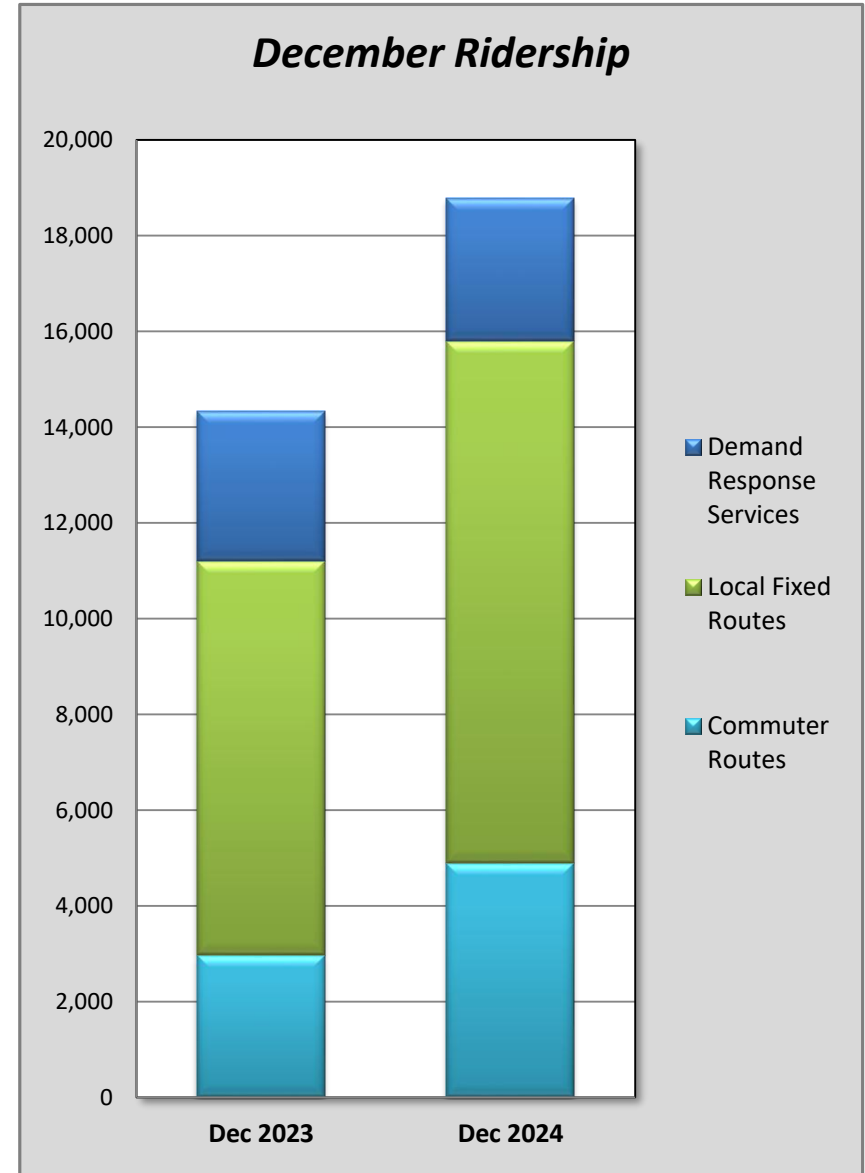
# December 2024 Ridership Report

Demand Response Services	Dec 2023	Dec 2024	% Change
Dial-a-Ride	960	919	-4.3%
Sac-Med	34	31	-8.8%
ADA Paratransit	205	229	11.7%
M.O.R.E.*	709	652	-8.0%
Senior Day Care*	0	0	0.0%
My Ride	1,235	1,153	-6.6%
<b>Total Demand Response</b>	<b>3,143</b>	<b>2,984</b>	<b>-5.1%</b>

Local Fixed Routes	Dec 2023	Dec 2024	% Change
20 - Placerville	1,155	1,574	36.3%
25 - Saturday Express	301	301	0.0%
30 - Diamond Springs	926	1,347	45.5%
35 - Diamond Springs Saturday	88	100	13.6%
40 - Cameron Park	907	1,080	19.1%
50x - 50 Express	3,724	5,124	37.6%
60 - Pollock Pines	1,122	1,377	22.7%
<b>Total Local Fixed Routes</b>	<b>8,223</b>	<b>10,903</b>	<b>32.6%</b>

Commuter Routes	Dec 2023	Dec 2024	% Change
Sacramento Commuter	1,554	3,486	124.3%
Reverse Commuter	75	36	-52.0%
Sacramento/Tahoe Connector	1,344	1,379	2.6%
<b>Total Commuter Routes</b>	<b>2,973</b>	<b>4,901</b>	<b>64.9%</b>

	Dec 2023	Dec 2024	% Change
<b>Systemwide</b>	<b>14,339</b>	<b>18,788</b>	<b>31.0%</b>
Passengers per Revenue Hour	4.1	5.0	21.7%



\*Contracted Services - Ridership Determined by Client Enrollment

# Fiscal Year-to-Date Ridership Report

## July - December

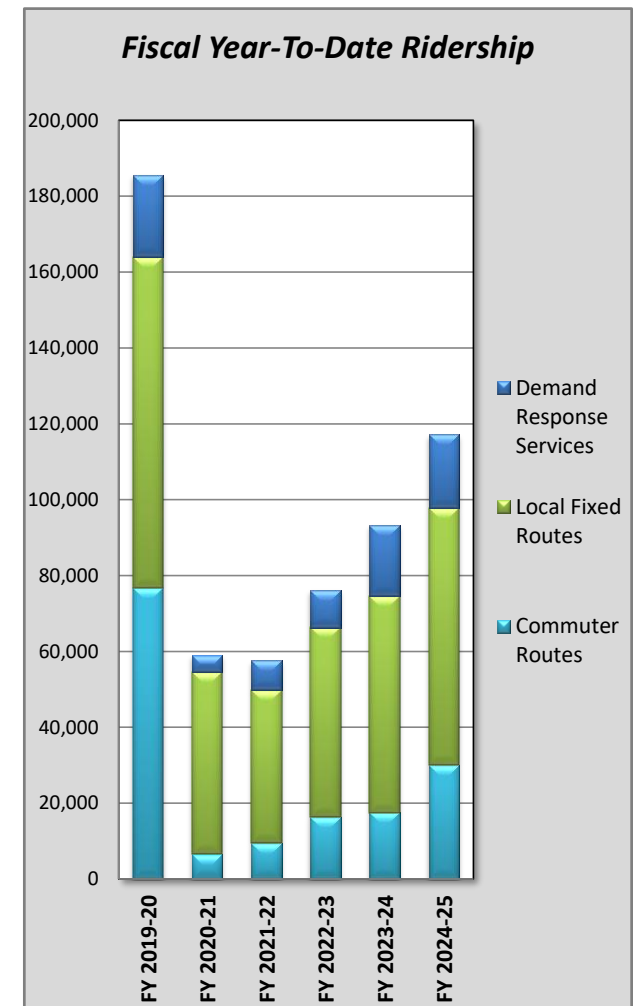


Demand Response Services	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	% Year Change
Dial-a-Ride	7,851	2,954	3,415	4,441	6,307	5,931	-6.0%
Sac-Med	163	104	184	118	214	224	4.7%
ADA Paratransit	313	831	1,348	1,364	1,415	1,452	2.6%
M.O.R.E.*	10,947	572	2,897	3,430	4,202	4,395	4.6%
Senior Day Care*	2,444	0	0	0	0	0	0.0%
My Ride	0	0	0	551	6,453	7,352	13.9%
<b>Total Demand Response</b>	<b>21,718</b>	<b>4,461</b>	<b>7,844</b>	<b>9,904</b>	<b>18,591</b>	<b>19,354</b>	<b>4.1%</b>

Local Fixed Routes	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	% Year Change
20 - Placerville	21,137	6,875	5,919	8,275	7,949	8,925	12.3%
25 - Saturday Express	2,529	1,734	1,632	0	923	2,186	136.8%
30 - Diamond Springs	13,813	5,251	4,460	6,493	6,576	8,480	29.0%
35 - Diamond Springs Saturday	747	516	496	0	335	706	110.7%
40 - Cameron Park	7,911	5,507	4,931	6,156	6,265	6,616	5.6%
50x - 50 Express	21,561	18,993	16,613	20,693	26,552	32,021	20.6%
60 - Pollock Pines	19,473	9,151	6,216	8,286	8,565	8,833	3.1%
<b>Total Local Fixed Routes</b>	<b>87,171</b>	<b>48,027</b>	<b>40,267</b>	<b>49,903</b>	<b>57,165</b>	<b>67,767</b>	<b>18.5%</b>

Commuter Routes	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	% Year Change
Sacramento Commuter	76,313	6,444	6,850	11,097	11,928	24,337	104.0%
Reverse Commuter	456	42	68	105	266	255	-4.1%
Sacramento/Tahoe Connector	0	0	2,554	5,208	5,288	5,457	3.2%
<b>Total Commuter Routes</b>	<b>76,769</b>	<b>6,486</b>	<b>9,472</b>	<b>16,410</b>	<b>17,482</b>	<b>30,049</b>	<b>71.9%</b>

	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	% Year Change
<b>Systemwide</b>	<b>185,658</b>	<b>58,974</b>	<b>57,583</b>	<b>76,217</b>	<b>93,238</b>	<b>117,170</b>	<b>25.7%</b>
Passengers per Revenue Hour	7.3	3.7	3.3	4.4	4.2	4.9	15.8%



\*Contracted Services - Ridership Determined by Client Enrollment

AGENDA ITEM 1 D  
Consent Item

**MEMORANDUM**

**DATE:** February 6, 2025

**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. 25-01 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. 25-02 Authorizing the Executive Director to File Application Specific to the Federal Transit Administration Section 5311 Grant Program**
3. **Adopt Resolution No. 25-03 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. 25-01**

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 6<sup>th</sup> day of February 2025, 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. 25-02**

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 6<sup>th</sup> day of February 2025, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

El Dorado County Transit Authority Chairperson

ATTEST:

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Megan Wilcher, Secretary to the Board

**EL DORADO COUNTY TRANSIT AUTHORITY  
RESOLUTION NO. 25-03**

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 6<sup>th</sup> day of February 2025, 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 6, 2025  
**TO:** El Dorado County Transit Authority  
**FROM:** Kate Hewett, Finance Manager  
Julie Petersen, Finance Manager  
**SUBJECT:** Blanket Purchase Order Revisions for Fiscal Year 2024/25

**REQUESTED ACTION:**

**BY MOTION,**

**Approve Revised Blanket Purchase Orders above \$25,000 for  
Fiscal Year 2024/25**

**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 four (4) BPO's are for Technology, Uniform and VISA purchases/services. The requested action will provide for these products for the remainder of the fiscal year.

<i>Purchase Order B30131 – Custom Embroidery</i>			
5090.05	Uniforms – Other	\$ 10,000	\$ 30,000
<i>Purchase Order B30152 – Dell Marketing L.P.</i>			
5140.01	Data Processing	\$ 20,000	\$ 30,000
5140.05	Office Equipment		

<i>Purchase Order B30031 – Umpqua Bank</i>			
Various*	Misc. VISA Purchases	<del>\$ 60,000</del>	\$ 100,000

<i>Purchase Order B30168 – Verizon Wireless</i>			
5050.01	Communications – Telephone	<del>\$ 24,000</del>	\$ 28,000

*\* 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 2/6/2025**

**PURCHASE ORDER NO. B30131**

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

**DATE: 07/01/24**

ACCOUNT: 5090.05

CLASS: 125

TO: CUSTOM EMBROIDERY CONCEPTS  
5714 PLEASANT VALLEY ROAD  
EL DORADO, CA 95623

SHIP & INVOICE TO:

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

Contact: Nancy Bandy

Vendor Phone No: (530) 642-9968

Fax No:

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		DRIVER AND ADMINISTRATION UNIFORMS FOR FISCAL YEAR 07/01/24 THROUGH 06/30/25		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	
			<b>TOTAL</b>	NTE \$30,000.00
<b>PURCHASING AGENT:</b>				

**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 2/6/25**

**PURCHASE ORDER NO. B30152**

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

**DATE: 07/01/24**

ACCOUNT: 5140.01      CLASS: 125  
 ACCOUNT: 5140.05      CLASS: 125

TO: DELL MARKETING L.P.  
 C/O DELL USA L.P.  
 P.O. BOX 910916  
 PASADENA, CA 91110-0916

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

Contact: Zach Salin  
 Vendor Phone No: (512) 725-1280

Fax No:

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PARTS AND SUPPLIES FOR COMPUTER NETWORK AND ANY OTHER MISCELLANEOUS COMPUTER PARTS AS NEEDED FOR FISCAL YEAR 07/01/24 THROUGH 06/30/25  CUSTOMER #530007684345		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.  <b>PURCHASING AGENT</b>			SUBTOTAL	\$30,000.00
			SHIPPING	
			SALES TAX	
			<b>TOTAL</b>	<b>NTE \$30,000.00</b>

**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 2/6/2025**

**PURCHASE ORDER NO. B30031**

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

**DATE: 07/01/24**

ACCOUNT: TO BE DESIGNATED

TO: UMPQUA 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  MISC. VISA PURCHASES  FOR FISCAL YEAR 07/01/24 THROUGH 06/30/25		NOT TO EXCEED \$100,000.00

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.  <b>PURCHASING AGENT</b>	SUBTOTAL	\$100,000.00
	SHIPPING	
	SALES TAX	
	<b>TOTAL</b>	<b>NTE: \$100,000.00</b>

**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 2/6/25**

**PURCHASE ORDER NO. B30168**

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

**DATE: 07/01/24**

ACCOUNT: 5050.01

CLASS: 125

TO: VERIZON WIRELESS  
 PO BOX 660108  
 DALLAS, TX 75266-0108

SHIP & INVOICE TO:

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

Contact:

Vendor Phone No: (800) 922-0204

Fax No:

PROMISED DELIVERY DATE		TERMS: NET 15		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		PROVIDE CELLULAR SERVICE FOR PHONES AND TABLETS FOR FISCAL YEAR 07/01/24 THROUGH 06/30/25		NOT TO EXCEED: \$28,000.00
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.  <b>PURCHASING AGENT</b>			SUBTOTAL	\$28,000.00
			SHIPPING	
			SALES TAX	
			<b>TOTAL</b>	NTE: \$28,000.00

**PLEASE NOTE CONDITIONS ON REVERSE SIDE**

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

AGENDA ITEM 1 F  
Consent Item

**MEMORANDUM**

**DATE:** February 6, 2025  
**TO:** El Dorado County Transit Authority  
**FROM:** Kate Hewett, Finance Manager  
Julie Petersen, Finance Manager  
**SUBJECT:** Funding Recommendation for Operating Reserve Fund

**REQUESTED ACTION:**  
**BY MOTION,**

**Approve Funding Operating Reserve Utilizing the Advertising Revenue Account for Fiscal Year 2024/25**

**BACKGROUND**

On August 4, 2011, the El Dorado County Transit Authority (El Dorado Transit) adopted Resolution No. 11-26 establishing a Board-Designated Operating Reserve Policy and resolution 11-27 establishing a designated target level for funding the operating reserve fund.

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

On April 6, 2023, the Board approved Resolution No. 23-13 designating an Operating Reserve Fund target of \$250,000 for El Dorado Transit; funded annually with available non-operating income. Combined with increases made to the reserve amount now held by EDCTC of \$2,000,000, a total target of \$2,250,000 has been established. As of this agenda, the combined reserve amount held equals \$2,246,003.23. A total of \$3,996.77 is needed to fully fund the Operating Reserve.

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

**DISCUSSION**

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

With the requested action, staff recommend allocating revenues from account number 4400.00- Advertising Income to the reserve as sources of non-tax operating funds. As stated previously, this action will fully fund the Operating Reserve to the \$250,000 target amount.

**FISCAL IMPACT**

Actual receipts for these accounts to-date total \$11,463.00. Final closing amounts will be transferred into the operating reserve interest bearing account.

	<u>Approved Budget</u>	<u>Proposed Budget Adjustment</u>
4400.00 – Advertising Revenue	\$36,000.00	\$14,500.00

Since the Operating Reserve will be fully funded, any further interest earned will be reallocated to the main checking account for use of operating expenses.

AGENDA ITEM 1 G  
Consent Item

**MEMORANDUM**

**DATE:** February 6, 2025

**TO:** El Dorado County Transit Authority

**FROM:** Kate Hewett, Finance Manager  
Julie Petersen, 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 12/31/2024**

**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 \$79,700.77. The investment report for the second fiscal quarter ending 12/31/24 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 10/01/2024 – 12/31/2024**

**LOCAL AGENCY INVESTMENT FUND (L A I F)**

Account Summary

09/30/2024	Balance Forward	\$ 1,385,994.63
	Total Transfers to General Checking Account	\$ 000,000.00
	Total Transfers from General Checking Account	\$ 4,000,000.00
	Interest Earned @ 4.62%	\$ <u>59,684.30</u>
12/31/2024	Ending Balance 4th Qtr., 2024	\$ 5,445,678.93

**UMPQUA BANK (Money Market Account)**

Account Summary

09/30/2024	Balance Forward	\$ 8,582,415.43
	Total Transfers to LAIF Account	(\$ 3,000,000.00)
	Total Transfer from General Checking Account	(\$ 700,000.00)
	Interest Earned @ 1.51%	\$ <u>20,016.47</u>
12/31/2024	Ending Balance 4th Qtr., 2024	\$ 4,902,431.90

AGENDA ITEM 1 H  
Consent Item

**MEMORANDUM**

**DATE:** February 6, 2025  
**TO:** El Dorado County Transit Authority  
**FROM:** Erik Bergren, Planning and Marketing Manager  
**SUBJECT:** Purchase Order Increase for Dokken Engineering – Bus Parking Lot

**REQUESTED ACTION:**  
**BY MOTION,**

**Approve Revised Purchase Order 29222 Issued to Dokken  
Engineering in the amount of \$271,550 for Bus Parking Lot  
Rehabilitation**

**BACKGROUND**

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

June 6, 2024, Board adopted the Fiscal Year 2024/25 Capital Improvement Plan and Capital Budget

**DISCUSSION**

During the course of the general engineering for Bus Parking Lot Rehabilitation (CIP Project 23-02), it was determined that comprehensive electrical engineering was needed in order to meet Pacific Gas and Electric’s (PG&E) project timeline and benchmarks.

The requested action is to increase the purchase order by \$60,000 to allow for an electrical engineering contractor to survey and approve electrical plans related to the project.

- Dokken Engineering  
9910.09 Facilities, Grounds & Maintenance
- Purchase Order No. 29222  
in the amount of ~~\$211,550~~  
**\$271,550**

**FISCAL IMPACT**

The CIP budget will require an adjustment for the revised Purchase Order and will be presented at a later Board Meeting once the engineers have completed their project cost estimates.

AGENDA ITEM 1 I  
Consent Item

**MEMORANDUM**

**DATE:** February 6, 2025

**TO:** El Dorado County Transit Authority

**FROM:** Kate Hewett, Finance Manager  
Julie Petersen, Finance Manager

**SUBJECT:** Revised Transportation Development Act Claim for  
Fiscal Year (FY) 2024/25

**REQUESTED ACTION:**  
**BY MOTION,**

**Adopt Resolution No. 25-04 Authorizing the Executive Director to File  
a Revised Transportation Development Act (TDA) Claim for Fiscal  
Year 2024/25**

**BACKGROUND**

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

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

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

**DISCUSSION**

In December 2024, the Board was presented the Fiscal Year 2023/24 Independent Financial Audit. Discussion included the use of Federal operating funds first as directed by the bylaws. The use of one-time Federal funds triggered an excess of LTF for use in subsequent years.

In August 2024, the State Controllers' Office provided a revised allocation schedule for State Transit Assistance Funds (STA).

El Dorado Transit Resolution No. 25-04 presented for adoption authorizes the Executive Director to file a revised FY 2024/25 claim per California Code of Regulations Section 6649 reflecting the revised STA revenue.

**FISCAL IMPACT**

Resolution No. 25-04, if adopted, will result in adjustments to the Final Amended Operating Budget.

	<u>Adopted 2024/25</u>	<u>Proposed 2024/25</u>
TDA (LTF) Revenue	<del>\$ 4,130,858.00</del>	<b>\$ 7,292,470.00</b>
STA	\$ 2,219,773.00	\$ 2,219,773.00
Total Claim FY 2024/25	<del>\$ 6,350,631.00</del>	<b>\$ 9,512,243.00</b>

<b>TDA – 1</b> <b>TRANSPORTATION DEVELOPMENT ACT CLAIM</b>
---

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

From: Claimant: El Dorado County Transit Authority  
  
 Address: 6565 Commerce Way  
  
 Diamond Springs, CA 95619-9454  
  
 Contact: Kate Hewett, Finance Manager  
  
 Phone: (530) 642-5383 Extension 206

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

Local Transportation Fund/State Transit Assistance Fund:

LTF or STA	Amount	Fiscal Year
LTF	\$ 4,130,858.66	2024/25
STA	\$ 2,219,773.00	2024/25
LTF	\$ 3,161,611.00	2023/24

Submitted by: Brian James  
 Title: Executive Director  
 Date: February 6, 2025

EDCTC Date of Approval: \_\_\_\_\_  
 EDCTC Resolution #: \_\_\_\_\_

**EL DORADO COUNTY TRANSIT AUTHORITY  
RESOLUTION NO. 25-04**

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

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

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

Article 4	Operating Expenses	\$ 4,130,858.66
Article 4	Operating Expenses FY 23/24	<u>\$ 3,161,611.00</u>
Total Article 4 Allocation Available		\$ 7,292,469.66

**BE IT FURTHER RESOLVED**, that the Executive Director or the designated representative shall be authorized to file a claim for STA Article 4 Sub-Chapter 2.5, Section 6730 (b) projects as follows:

Total 2024/25 Claim	\$ 2,219,773.00
---------------------	-----------------

**PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY** at a regular meeting of said Board, held on the 6th day of February 2025 by the following vote of said Board:

AYES:                      NOES:                      ABSTAIN:                      ABSENT:

\_\_\_\_\_  
Chairperson

ATTEST:

\_\_\_\_\_  
Megan Wilcher, Secretary to the Board

AGENDA ITEM 1 J  
Consent Item

**MEMORANDUM**

**DATE:** February 6, 2025  
**TO:** El Dorado County Transit Authority  
**FROM:** Brian James, Executive Director  
**SUBJECT:** Payment Acceptance Hardware and Processor Services Capital Improvement Plan Project

**REQUESTED ACTION:**

**BY MOTION,**

**Adopt Capital Improvement Plan Project 25-05 for Payment Acceptance Hardware and Processor Services**

**BACKGROUND**

Transit demand and ridership patterns have changed significantly in recent years. In an effort to increase ridership and make it easier for community members to ride transit, expanding contactless payment options are being implemented. This project will continue the expansion of the El Dorado County Transit Authority (El Dorado Transit) fare payment options for customers, allowing them to purchase fare at the time of boarding the bus using contactless payment technologies. The convenience of paying a fare with an existing contactless enabled credit card, Google Wallet, Apple Pay, the next generation of Connect Card, or other digital payment, will simplify the fare payment process, speed up boardings, and therefore improve on-time performance.

In February 2022, El Dorado Transit applied for Transit and Intercity Rail Capital Program (TIRCP) funds in a partnership with Sacramento Regional Transit, Sacramento Area Council of Governments (SACOG), the Capitol Corridor Joint Powers Authority (CCJPA), and other local transit providers. The region was successful in its application and was awarded nearly \$2.2 million to purchase, install, and implement Cal-ITP supported contactless payment equipment and services on bus fleets throughout the region.

On May 2, 2024 the El Dorado Transit Board of Directors authorized the Executive Director to sign an agreement with Kuba Pay for the payment acceptance hardware to be mounted in each of the transit revenue vehicles.

**DISCUSSION**

If Capital Improvement Plan Project 25-05 is approved, El Dorado Transit will proceed with purchasing the Kuba Pay equipment which will be mounted in each of the transit revenue

vehicles for contactless payment, along with related processor service fees to operate the equipment. This will allow El Dorado Transit to accept contactless enabled credit cards, Google Wallet, Apple Pay, the next generation of Connect Card, or other digital payment, will simplify the fare payment process, speed up boardings, and therefore improve on-time performance.

**FISCAL IMPACT**

<i>COST SUMMARY (ESTIMATE)</i>	<u>Adopted Budget</u>
Payment Acceptance Hardware and Processor Services	\$170,153
Contingency 10%	<u>\$ 17,015</u>
<i>Total Project Cost</i>	<i>\$187,168</i>

*FUNDING SOURCES*

Transit and Intercity Rail Capital Program	\$123,000
Transportation Development Act	<u>\$ 64,168</u>
<i>Total Revenue</i>	<i>\$187,168</i>

## **Payment Acceptance Device Hardware and Processor Services**

Project No. 25-05

This project will purchase and install the Kuba Pay equipment which will be mounted in each of the transit revenue vehicles for contactless payment, along with related processor service fees to operate the equipment. This will allow El Dorado Transit to accept contactless enabled credit cards, Google Wallet, Apple Pay, the next generation of Connect Card, or other digital payment, will simplify the fare payment process, speed up boardings, and therefore improve on-time performance.

### *COST SUMMARY (ESTIMATE)*

	<u>Adopted Budget</u>
Payment Acceptance Hardware and Processor Services	\$170,153
Contingency 10%	<u>\$ 17,015</u>
<i>Total Project Cost</i>	<i>\$187,168</i>

### *FUNDING SOURCES*

Transit and Intercity Rail Capital Program	\$123,000
Transportation Development Act	<u>\$ 64,168</u>
<i>Total Revenue</i>	<i>\$187,168</i>

AGENDA ITEM 2 A  
Action Item

**MEMORANDUM**

**DATE:** February 6, 2025

**TO:** El Dorado County Transit Authority

**FROM:** Kate Hewett, Finance Manager  
Julie Petersen, Finance Manager

**SUBJECT:** Proposed Fiscal Year 2024/25 Mid-Year Operating Budget Adjustments

**REQUESTED ACTION:**  
**BY MOTION,**

1. Adopt Proposed Fiscal Year 2024/25 Mid-Year Operating Budget Adjustments
2. Approve Line-item Decrease of \$191,138 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 2024/25 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 \$170,318 in revenue**

1. Account 4000.00 TDA: Decrease of \$106,802 after true up to TDA records.
2. Account 4100.05 Section 5311(f) Grant: Awarded \$75,000 so added revenue to budget.



22. Account 5050.02 Utilities: Increased by \$6,000.
23. Account 5050.03 Utilities – Park & Rides: Increased by \$6,000.
24. Account 5090.00 Operating Expenses – Other: Increased by \$1,500.
25. Account 5090.01 Household Expenses: Increased by \$5,000.
26. Account 5090.05 Uniforms - Other: Increased by \$15,000.
27. Account 5090.08 Pubs/Legal Notices: Decreased by \$10,500.
28. Account 5090.30 Staff Development/Travel: Increased by \$30,000.
29. Account 5090.70 Office Expenses: Increased by \$7,000.
30. Account 5090.73 Credit Card Charge Fees: Increased by \$2,000.
31. Account 5090.75 Printing: Increased by \$5,000.
32. Account 5120.00 Rent/Leases: Increased by \$4,000.
33. Account 5150.01 Marketing: Increased by \$20,000.
34. Account 5160.01 Maintenance/Buildings: Increased by \$10,000.
35. Account 5160.03 Maintenance/Equipment: Increased by \$16,000.
36. Account 5160.05 Maintenance/Grounds: Decreased by \$40,000.
37. Account 5160.09 Maintenance/Bus Stops: Increased by \$5,000.
38. Account 6270.00 Contingency: Decreased by \$191,138. The decrease in contingency funds is facilitated by a combination of revenue account adjustments.

### **FISCAL IMPACT**

The overall fiscal outlook for El Dorado Transit remains positive. The proposed Fiscal Year (FY) 2024/25 Mid-Year Operating Budget reflects an additional balancing of \$170,318 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 2024/2025**

OPERATING BUDGET		FY 2024/2025 Final	FY 2024/2025 Mid Year	Difference	
REVENUE ACCOUNTS		Adopted 06/06/24	Proposed 02/06/25		
4000.00	Transportation Development Act (TDA/LTF)	\$4,130,858	\$7,292,470	\$3,161,612	1
4000.00	Transportation Development Act (TDA) Deferred	\$3,268,414	\$0	-\$3,268,414	
4100.00	Federal Transit Administration (FTA) Section 5311 Grant	\$761,477	\$761,477	\$0	
4100.05	Federal Transit Administration (FTA) Section 5311(f) Grant	\$0	\$75,000	\$75,000	2
4100.06	Federal Transit Administration (FTA) ARPA Act Section 5311 Grant	\$138,875	\$138,875	\$0	
4107.03	Fair Shuttle AB2766 Grant	\$32,000	\$32,000	\$0	
4112.00	Federal Transit Administration (FTA) ARPA Act Section 5307 Grant	\$189,221	\$189,221	\$0	
4300.00	Cash Fares	\$135,000	\$108,000	-\$27,000	3
4310.00	Contract Services	\$177,000	\$177,000	\$0	
4330.00	Commuter Route Fare Media	\$389,000	\$600,000	\$211,000	4
4350.00	Local Route Fare Media	\$44,000	\$90,000	\$46,000	5
4360.00	Paper Scrip	\$4,200	\$10,000	\$5,800	6
4370.00	CCJPA	\$185,000	\$130,000	-\$55,000	7
4400.00	Advertising Revenue	\$36,000	\$14,500	-\$21,500	8
4970.00	Interest Income	\$132,000	\$170,000	\$38,000	9
4990.00	Misc. Revenue	\$400	\$400	\$0	
5060.00	Offset Reserve Fund - CalTIP (restricted)	\$134,470	\$139,290	\$4,820	10
<b>TOTAL REVENUES</b>		<b>\$9,757,915</b>	<b>\$9,928,233</b>	\$170,318	
<b>SALARY &amp; BENEFIT ACCOUNTS</b>					
5010.00	Regular Employees	\$3,466,705	\$4,146,661	-\$679,956	11
5010.02	Temporary Employees	\$90,000	\$150,000	-\$60,000	12
5010.07	Overtime	\$95,000	\$120,000	-\$25,000	13
5010.08	On Call Pay	\$7,000	\$7,000	\$0	
5010.09	CRDI and Shift Pay	\$20,000	\$50,000	-\$30,000	14
5020.01	Employee Retirement	\$938,000	\$600,000	\$338,000	15
5020.02	Health Insurance	\$1,585,000	\$1,585,000	\$0	
5020.03	Unemployment Insurance	\$10,000	\$15,000	-\$5,000	16
5020.04	LT Disability/Life Ins	\$43,000	\$43,000	\$0	
5020.05	Worker's Comp	\$138,000	\$138,000	\$0	
5070.01	OASDI - Payroll Tax - FICA	\$6,000	\$8,500	-\$2,500	17
5070.02	MEDICARE - Payroll Tax	\$50,000	\$60,000	-\$10,000	18
<b>TOTAL SALARY &amp; BENEFITS</b>		<b>\$6,448,705</b>	<b>\$6,923,161</b>	-\$474,456	
<b>SERVICE &amp; SUPPLY ACCOUNTS</b>					
5030.00	Professional Services	\$350,000	\$250,000	\$100,000	19
5030.10	Employee Medical Exams	\$10,000	\$15,000	-\$5,000	20
5030.30	Background Checks	\$3,000	\$3,000	\$0	
5040.00	Vehicle Maintenance (In-House)	\$440,000	\$440,000	\$0	
5040.01	Fuel Purchase	\$750,000	\$650,000	\$100,000	21
5040.02	Vehicle Maintenance/Tires & Tubes	\$135,000	\$135,000	\$0	
5040.03	Vehicle Maintenance/Lubricants	\$47,000	\$47,000	\$0	
5040.04	Vehicle Maintenance/Small Tools - Shop	\$5,000	\$5,000	\$0	
5040.80	Vehicle Maintenance/Sales Tax/ Fuel & Lub.	\$45,000	\$45,000	\$0	
5050.01	Communications - Phone	\$35,000	\$35,000	\$0	
5050.02	Utilities	\$50,000	\$56,000	-\$6,000	22
5050.03	Utilities/ Park & Rides	\$24,000	\$30,000	-\$6,000	23
5060.01	Insurance Premiums/Public Liability	\$408,000	\$408,000	\$0	
5060.02	Insurance Premiums/Physical Damage	\$26,000	\$26,000	\$0	
5060.03	Insurance Premiums/Commercial	\$15,000	\$15,000	\$0	
5060.04	Insurance Premium EPLI Package	\$35,000	\$35,000	\$0	
5090.00	Operating Expense - Other	\$2,000	\$3,500	-\$1,500	24
5090.01	Household Expenses	\$18,000	\$23,000	-\$5,000	25
5090.02	Shop Clothing & Supplies	\$10,000	\$10,000	\$0	
5090.05	Uniforms - Other	\$15,000	\$30,000	-\$15,000	26
5090.06	Service Contracts/Equipment	\$200,000	\$200,000	\$0	
5090.08	Pubs/Legal Notices	\$13,000	\$2,500	\$10,500	27
5090.20	Communications - Radio	\$500	\$500	\$0	
5090.30	Staff Development/Travel	\$30,000	\$60,000	-\$30,000	28
5090.40	Memberships	\$6,000	\$6,000	\$0	
5090.50	Safety Equipment/Training	\$5,000	\$5,000	\$0	
5090.70	Office Expense	\$15,000	\$22,000	-\$7,000	29
5090.72	Bank Charges	\$1,500	\$1,500	\$0	
5090.73	Credit Card Charge Fees	\$4,000	\$6,000	-\$2,000	30
5090.74	Connect Card Administration Expenses	\$11,000	\$11,000	\$0	
5090.75	Printing	\$10,000	\$15,000	-\$5,000	31
5090.80	Postage	\$4,000	\$4,000	\$0	
5120.00	Rents/Leases	\$12,000	\$16,000	-\$4,000	32
5140.01	Equipment Purchase - Data Processing	\$1,000	\$1,000	\$0	
5140.05	Equipment Purchase - Office	\$1,800	\$1,800	\$0	
5150.00	Special Department Expense	\$1,500	\$1,500	\$0	
5150.01	Marketing	\$10,000	\$30,000	-\$20,000	33
5160.00	Maintenance/Other	\$2,000	\$2,000	\$0	
5160.01	Maintenance/Buildings	\$15,000	\$25,000	-\$10,000	34
5160.03	Maintenance/Equipment	\$4,000	\$20,000	-\$16,000	35
5160.05	Maintenance/Grounds	\$65,000	\$25,000	\$40,000	36
5160.07	Park and Ride Maintenance	\$47,500	\$47,500	\$0	
5160.09	Maintenance/Bus Stop	\$3,000	\$8,000	-\$5,000	37
4108.03	Fair Shuttle AB2766 Grant	\$0	\$0	\$0	
5008.01	MY RIDE - Mileage Expenses	\$140,000	\$140,000	\$0	
6270.00	Contingency	\$283,410	\$92,272	\$191,138	38
<b>TOTAL SERVICES AND SUPPLIES</b>		<b>\$3,309,210</b>	<b>\$3,005,072</b>	\$304,138	
<b>TOTAL OPERATING EXPENSES</b>		<b>\$9,757,915</b>	<b>\$9,928,233</b>	-\$170,318	

AGENDA ITEM 2 B  
Action Item

**MEMORANDUM**

**DATE:** February 6, 2025  
**TO:** El Dorado County Transit Authority  
**FROM:** Maria Harris, Human Resources Manager  
**SUBJECT:** Ratification of the Executive Director Employment Contract

**REQUESTED ACTION:**

**BY MOTION,**

**Final Ratification of the Executive Director Employment Contract as Amended and Salary Adjustment**

**BACKGROUND**

December 5, 2024 The El Dorado County Transit Authority Board (Board) negotiated and approved the terms of an employment contract with current Executive Director, Brian James in an open, public meeting. The term of the employment contract shall end on June 30, 2026.

**DISCUSSION**

The matter before the Board today is final approval of a request to place the Executive Director on Step Two (2) of the Adopted Salary Schedule effective December 5, 2024, following approval. 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

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


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

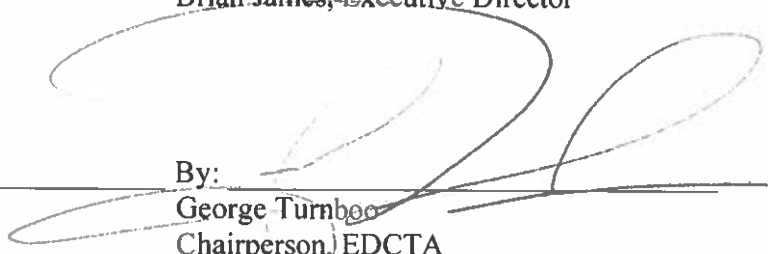
This Amendment, effective December 5, 2024, is entered into by and between the El Dorado County Transit Authority located at 6565 Commerce Way, Diamond Springs, California (hereinafter referred to as "EDCTA"), and Brian James (hereinafter referred to as the "Executive Director," collectively referred to as the "Parties") hereby amends the Employment Agreement dated November 2, 2023, as follows:

**IV. Compensation.**

Board may review Executive Director's salary and adjust at its sole discretion. The Executive Director's base pay as of the date of this Agreement 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.

DATED: 12/5/24 By:   
Brian James, Executive Director

DATED: 12/5/24 By:   
George Turnbo  
Chairperson, EDCTA

ATTACHMENT A



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

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# Newsletter

January 2025 - March 2025  
Volume 9 - Number 1

## Winter = Potential Delays

With the winter weather upon us, the potential for service delays increases. Plan ahead and take an earlier bus to make sure you arrive on time. If weather conditions are slowing traffic, they are also slowing our buses. Rest assured our drivers are always trying to stay on time while maintaining your safety.

El Dorado Transit may delay or cancel bus routes due to road or weather conditions. Sign up for our Rider Alerts to receive the latest updates. Riders can sign up on our website at [www.eldoradotransit.com](http://www.eldoradotransit.com)



## Commuter Passengers and Routes Trending Upward

As more and more Sacramento office workers return to work, our Sacramento Commuter service has been seeing a strong uptick in passengers. Annual month-to-month comparisons since June 2024 are typically 70% higher than 2023. A fifth Commuter route was added in May 2024 to accommodate ridership demand.

In addition, all Sacramento Commuter routes now extend to the May Lee State Office Complex near Richards Boulevard.

Do you commute to downtown Sacramento? Consider utilizing our Sac Commuter Service. We provide a safe, stress-free option for your commute.

Go to [www.eldoradotransit.com](http://www.eldoradotransit.com) for complete schedules and routes.

## Holiday Schedule January – March Holiday Schedule

- Monday, January 1st .....New Year’s Day
- Monday, January 20th .... Martin Luther King Jr’s Day
- Monday, February 17th .....President’s Day

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

## El Dorado Transit is Hiring!

El Dorado Transit is currently hiring. Competitive wages and benefits include; hiring bonus of up to \$2,000, paid training, CalPERS retirement, full health, dental and vision benefits, paid vacations and holidays.

Applications, job descriptions, and information can be found at the El Dorado Transit website in the Careers section or in the El Dorado Transit office located at 6565 Commerce Way in Diamond Springs.



## 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.



## Winter Sale on Local Fixed Route Monthly Passes

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

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

For pass sales information please visit [eldoradotransit.com/faresandpasses/](http://eldoradotransit.com/faresandpasses/).



## Hangtown Christmas Parade

El Dorado Transit staff, family and volunteers participated in the 46th annual Hangtown Christmas Parade on December 8. A decorated Transit bus made it's way through the parade route and was a huge hit with parade goers. This 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 50<sup>th</sup> Anniversary Celebration

### SAVE THE DATE!

**When: May 3, 2025, 4:00 p.m. – 8:00 p.m.**

**Where:** Calvary Chapel Placerville  
6575 Commerce Way  
Diamond Springs, CA 95619

Please join us in celebrating El Dorado Transit's 50<sup>th</sup> Anniversary! We will be hosting an event next door to Transit Headquarters on Saturday, May 3<sup>rd</sup>, 2025, from 4:00 p.m. to 8:00 p.m. at Calvary Chapel. Highlights include:

- Catered Taco Truck
- Playground for the kids
- Music DJ
- Face Painting
- Transit Give-A-Ways
- Vintage Transit Photos & Collectibles
- Transit Photo Booth
- Updates and more activities to come!

This will be an exciting but casual celebration. Stop by anytime between 4:00 p.m. and 8:00 p.m. for some delicious tacos and a fun-filled family event! **Please RSVP to Haley Fortin at (530) 642-5383 ext. 223 or [hfortin@eldoradotransit.com](mailto:hfortin@eldoradotransit.com).** See you there!