



EL DORADO TRANSIT

EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING AGENDA

Thursday, March 4, 2021; 1:00 PM

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

- Patty Borelli, Alternate for City Councilmembers
- Wendy Thomas, Alternate for Board of Supervisors, District III

Executive Director: Matthew Mauk

These meetings will be conducted pursuant to the provisions of California Executive Order N-29-20, which suspends certain requirements of the Ralph M. Brown Act to allow for greater flexibility in conducting public meetings via teleconferencing and allowing public participation telephonically. These measures will only apply during the period in which state or local public health officials have imposed or recommended social distancing measures.

Members of the public may call in during the meeting and are encouraged to submit public comment via email to mwilcher@eldoradotransit.com up until 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.

Participate by Computer:

<https://us02web.zoom.us/j/833772503?pwd=N0RYRGkxMnkzNUtQemsrRjVQdm5BZz09>

Participate by Phone:

1-669-900-6833

Meeting ID: 833-772-503

Passcode: 2021

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR

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

OPEN FORUM

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

1.	<u>CONSENT CALENDAR</u>	<u>PAGE</u>
	A. Approve Conformed Minutes of Regular Meeting February 4, 2021	4
	B. Receive and File January 2021 Check Register	8
	C. Receive and File January 2021 Ridership Report	11
	D. Adopt Resolution No. 21-04 Authorizing Financial Transactions by Elected Officers and Executive Director	14
	E. Adopt Resolution No. 21-05 Authorizing the Executive Director to file a Transportation Development Act (TDA) Claim for Fiscal Year 2021/22	17
	F. Approve the Donation of one (1) Surplus Vehicle to a Local Non-Profit Organization	22
2.	<u>ACTION ITEMS</u>	
	A. 1. Receive and File the proposed Fiscal Year 2021/22 Preliminary Operating and Capital Budgets	24
	2. Form an Ad Hoc Committee to review the proposed Fiscal Year 2021/22 Operating and Capital Budgets	
	3. Appoint the Chair and Vice-Chair to the Ad Hoc Budget Review Committee	

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

RECESS TO CLOSED SESSION

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

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

RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

ADJOURNMENT

* Verbal Report

NEXT REGULARLY SCHEDULED BOARD MEETING
OF THE EL DORADO COUNTY TRANSIT AUTHORITY
Thursday, April 1, 2021 1:00 P.M.

Zoom Meeting Teleconference

<https://us02web.zoom.us/j/833772503?pwd=VXptSUJYaEd6ZkRCUFExbU15Vk4vQT09>
1-669-900-6833

Meeting ID: 833-772-503

Password: 2021



EL DORADO TRANSIT

EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING CONFORMED MINUTES Thursday, February 4, 2021; 1:00 PM

Chairperson: Kara Taylor, City of Placerville Councilmember
Vice Chairperson: Lori Parlin, County of El Dorado Supervisor, District IV
John Hidahl, County of El Dorado Supervisor, District I
Jackie Neau, City of Placerville Councilmember
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Executive Director: Matthew Mauk

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Participate by Phone:

1-669-900-6833

Meeting ID: 833-772-503

Passcode: 2021

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Hidahl called the meeting to order at 1:04 PM and the pledge of allegiance was recited.

ELECTION OF OFFICERS

A. Election of Chairperson and Vice-Chairperson for Calendar Year 2021

It was moved by Director Hidahl and seconded by Director Neau to elect Director Taylor as Chairperson. It was moved by Director Hidahl and seconded by Director Turnboo to elect Director Parlin as Vice-Chairperson.

Both elections were approved unanimously.

B. Oath of Office

The Oath of Office was completed and signed by each of the following Board Members.

John Hidahl, Jackie Neau, Lori Parlin, Kara Taylor, George Turnboo

CEREMONIAL ITEMS

A. Newly elected Chairperson plaque presentation to outgoing Chairperson John Hidahl

Director Taylor presented outgoing Chairperson Hidahl with a plaque

ROLL CALL

Directors Present: John Hidahl, Jackie Neau, Lori Parlin, Kara Taylor, George Turnboo

A quorum was present.

ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR

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M/S: Hidahl/Parlin

Ayes: Hidahl, Neau, Parlin, Taylor, Turnboo

OPEN FORUM

None

1. **CONSENT CALENDAR**

- A. Approve Conformed Minutes of Regular Meeting December 3, 2020
- B. Receive and File November and December 2020 Check Registers
- C. Receive and File November and December 2020 Ridership Report
- D. Receive and file Quarterly Investment Reports for the periods ending 09/30/2020 and 12/31/2020
- E. 1. Adopt Resolution No. 21-01 Authorizing the Executive Director to File Applications for Federal Transit Administration Funding Programs

2. Adopt Resolution No. 21-02 Authorizing the Executive Director to File Application specific to the Federal Transit Administration Section 5311 Grant Program
- F. Approve the Donation of two (2) Surplus Vehicles to Local Non-Profit Organizations
- G. Approve funding Operating Reserve utilizing Advertising and Miscellaneous revenue accounts for fiscal year 2020/21
- H. Adopt Resolution No. 21-03 Authorizing the Executive Director to Claim Revised Transportation Development Act (TDA) Funds for Fiscal Year 2020/21
- I. Approve Revised Blanket Purchase Orders above \$25,000 for Fiscal Year 2020/21

2. **ACTION ITEMS**

- A. Adopt Proposed Fiscal Year 2020/21 Mid-Year Operating Budget Adjustments

Action: Board adopted Proposed Fiscal Year 2020/21 Mid-Year Operating Budget Adjustments by the following vote

M/S: Parlin/Turnboo

Ayes: Hidahl, Neau, Parlin, Taylor, Turnboo

3. **INFORMATION ITEMS**

- A. Sacramento Area Council of Governments Connect Card 2.0 Support Letter
- B. Newsletter

No action. Information items only.

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

* Verbal Report

RECESS TO CLOSED SESSION

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

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

Closed Session Pursuant to Government Code Section 54957.6 – Conference with Labor
Negotiators concerning discussions with Unrepresented Regular Employees and Unrepresented
Regular Management Employees of the El Dorado County Transit Authority. The designated
representatives for the El Dorado County Transit Authority are Executive Director Matthew
Mauk and Legal Counsel Michael Tucker

Recessed to Closed Session at 1:39 PM

RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

**Reconvened to Open Session at 2:00 PM with the following report out by Michael Tucker,
Legal Counsel:**

**Chair Taylor, Directors Hidahl and Turnboo agreed to review a survey instrument for
purposes of reviewing the Executive Directors performance**

ADJOURNMENT

**Chair Taylor adjourned the meeting at 2:02 PM. The next regularly scheduled meeting
Thursday, March 4, 2021.**

Respectfully Submitted,

**Megan Wilcher
Secretary to the Board**

AGENDA ITEM 1 B
Consent Item

MEMORANDUM

DATE: March 4, 2021
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Receive and File January 2021 Check Register

REQUESTED ACTION:

BY MOTION,
Receive and File January 2021 Check Register

BACKGROUND

The following check register includes routine transactions for the month of January 2021. These expenditures fall within budgets adopted by the El Dorado County Transit Authority Board of Directors.

DISCUSSION

Three (3) items merit further detail:

Check #34953 – City National Bank.....\$65,415.53
This check pays an obligation for Payment #10 of the Capital Purchase of five (5) MCI Commuter Coaches using Local Transportation Funds (LTF).

Check #34980 – CalTIP – California Transit Indemnity Pool.....\$155,529.38
This check pays an obligation for the Quarterly Public Liability Insurance coverage for fiscal year (FY) 2020/21 using Local Transportation Funds (LTF). This item is typically paid on an annual basis. Due to COVID-19 this obligation will be paid quarterly for cash flow purposes.

Check #35007 – Nationwide Mutual Insurance Co.....\$11,860.00
This check pays the obligation for the Commercial Property Insurance Package for 2021 using Local Transportation Funds (LTF).

EL DORADO COUNTY TRANSIT AUTHORITY

Check Register

January 2021

Date	Num	Name	Memo	Amount
01/04/2021	EFTRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	Premium - January 2021	38,492.90
01/08/2021	EFTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	Monthly Unfunded Liability FY 2020/21 - Classic	23,227.69
01/08/2021	EFTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	PR #1 CLASSIC	9,533.06
01/08/2021	EFTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	PR #1 PEPRA	7,714.36
01/08/2021	34946	ABSOLUTE GLASS INC	Side Windshield Replacement #1706	257.06
01/08/2021	34947	AFTERMARKET PARTS CO LLC	Parts and Supplies	1,430.66
01/08/2021	34948	AT&T / CALNET	Monthly Utility	484.28
01/08/2021	34949	AT&T MOBILITY	Wireless Service for P&R Cameras December 2020	81.96
01/08/2021	34950	AUTOZONE	Parts and Supplies	246.24
01/08/2021	34951	C & H MOTOR PARTS	Parts and Supplies	113.17
01/08/2021	34952	CAPITOL CLUTCH & BRAKE	Parts and Supplies	327.18
01/08/2021	34953	CITY NATIONAL BANK	Capital Lease -5 MCI Coaches	65,415.53
01/08/2021	34954	CREATIVE BUS SALES	Covid Barrier #1501	463.28
01/08/2021	34955	D&K AUTO GLASS	Replaced Right Windshield #2002	240.00
01/08/2021	34956	DAWSON OIL	Fuel Purchases December 2020	11,472.64
01/08/2021	34957	EL DORADO BATTERY CO.	694 RMF Battery #1501	221.83
01/08/2021	34958	EL DORADO DISPOSAL	Monthly Utility	362.34
01/08/2021	34959	EL DORADO IRRIGATION DISTRICT	Water Service	171.99
01/08/2021	34960	FACTORY MOTOR PARTS	Parts and Supplies	272.27
01/08/2021	34961	FASTENAL	Parts and Supplies	566.12
01/08/2021	34962	FEDERAL EXPRESS	Express Shipping December 2020	112.12
01/08/2021	34963	FEILD AND ASSOCIATES	Admin Site Improvements 10-12/20	1,822.50
01/08/2021	34964	FLEMING DISTRIBUTING CO.	Additives PM Services	196.37
01/08/2021	34965	GILLIG LLC	Parts and Supplies	3,151.84
01/08/2021	34966	HANGTOWN FIRE CONTROL INC	Annual Sprinkler Test & Certification	250.00
01/08/2021	34967	J.C. NELSON SUPPLY CO	Parts and Supplies	1,017.91
01/08/2021	34968	KINETICO WATER OF PLACERVILLE	Monthly Water Service	42.90
01/08/2021	34969	MAG LANDSCAPING INC	Landscaping Maintenance - December 2020	1,060.00
01/08/2021	34970	MISSION UNIFORM SERVICE	Uniforms, Towels, & Mats Service	384.46
01/08/2021	34971	O'REILLY AUTO PARTS	Parts and Supplies	745.33
01/08/2021	34972	PACIFIC GAS & ELECTRIC	Monthly Utility	2,874.64
01/08/2021	34973	RIEBES AUTO PARTS	Parts and Supplies	104.01
01/08/2021	34974	ROBERTS & COMPANY INC	CPA Services December 2020	2,355.00
01/08/2021	34975	RTS IT INC	ITCare Gold Service Plan - January 2021	5,282.50
01/08/2021	34976	TOWN CENTER EAST LP	Lease Payment for January 2021 P&R	700.00
01/08/2021	34977	TRUE VALUE HARDWARE	Parts and Supplies	110.62
01/08/2021	34978	VAN DE POL ENTERPRISES INC	DEF & 80W90	483.07
01/08/2021	34979	WESTERN TRUCK PARTS LLC	Parts and Supplies	801.09
01/11/2021	EFTRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE JAN. 8, 2021	5,296.55
01/11/2021	34980	CalTIP - CAL TRANSIT INDEMNITY POOL	Quarterly Liability Program Premium	155,529.38
01/15/2021	34981	ALPHA ANALYTICAL LABORATORIES INC	Laboratory Results for Storm Water Testing	336.00
01/15/2021	34982	AMERICAN HERITAGE LIFE INSURANCE COMPANY	Employee Paid Premium - January 2021	29.10
01/15/2021	34983	ARNOLDS FOR AWARDS	Employee of the Month Perpetual	15.00
01/15/2021	34984	AT&T / CALNET	Monthly Utility	439.75
01/15/2021	34985	CA DEPT OF TAX & FEE ADMIN	QTR 04, 2020 Exempt Bus Operator Return	262.00
01/15/2021	34986	CITY OF PLACERVILLE	Bus Shelter Maintenance 01/21 - 03/21	330.00
01/15/2021	34987	CREATIVE BUS SALES	Parts and Supplies	227.32
01/15/2021	34988	EDC RISK MANAGEMENT	Health Insurance January 2021	876.66
01/15/2021	34989	FEDERAL EXPRESS	Express Shipping	83.27
01/15/2021	34990	GIRARD & EDWARDS	Legal Services December 2020	3,625.00
01/15/2021	34991	HUNT & SONS INC	Fuel Purchases 09/01/20 - 12/31/20	6,169.52
01/15/2021	34992	MOUNTAIN DEMOCRAT INC	Surplus Vehicle Donation Program Public Notice	64.50
01/15/2021	34993	OPERATING ENGINEERS - MEDICAL	February 2021 Medical Premiums	47,885.00
01/15/2021	34994	PRO-LINE CLEANING SERVICES INC	Janitorial Services December 2020	1,010.00

EL DORADO COUNTY TRANSIT AUTHORITY

Check Register

January 2021

Date	Num	Name	Memo	Amount
01/15/2021	34995	QUILL	Misc. Office Supplies	236.92
01/15/2021	34996	SUN LIFE FINANCIAL	January 2021 Group Life & LTD Benefits	2,118.80
01/15/2021	34997	VIPER PEST CONTROL INC	Bi-Monthly Pest Control	65.00
01/15/2021	34998	VISA	Reconciled Charges	1,006.06
01/15/2021	34999	WOLFPACK INSURANCE SERVICES, INC.	Dental & Vision Premiums February 2021	3,753.00
01/22/2021	EFTTRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE JAN. 22, 2021	4,398.78
01/22/2021	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #2 CLASSIC	9,180.19
01/22/2021	EFTTRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #2 PEPRA	7,549.08
01/22/2021	35000	AFLAC	Employee Paid Premium - January 2021	1,206.46
01/22/2021	35001	CAL.NET	Internet Service for CCTV - January 2021	176.92
01/22/2021	35002	CALIFORNIA CUSTOM TEE'S	Uniforms	209.78
01/22/2021	35003	CDW GOVERNMENT	Tripp Surge Protector	27.42
01/22/2021	35004	EMP. MISC. REIMBURSEMENT	DMV Reimbursement - RM	60.36
01/22/2021	35005	FEDERAL EXPRESS	Express Shipping	39.04
01/22/2021	35006	FLEET MAINT SPECIALISTS INC	Pilot Bus Inspection & Travel Expenses	1,351.91
01/22/2021	35007	NATIONWIDE	2021 Commercial Insurance Policy	11,860.00
01/22/2021	35008	PETTY CASH	Replenishment	84.79
01/22/2021	35009	STATE OF CA - DEPT OF JUSTICE	DOJ Livescan - December 2020	49.00
01/22/2021	35010	VERIZON WIRELESS	Cellular Phone Service - December 2020	1,823.55
01/29/2021	35011	ABSOLUTE GLASS INC	Upper Sign Glass #1703	150.00
01/29/2021	35012	AT&T / CALNET	Monthly Utilities	516.92
01/29/2021	35013	AT&T MOBILITY	Wireless Service for P&R Cameras January 2021	136.52
01/29/2021	35014	COMCAST	High Speed Internet January 2021	244.69
01/29/2021	35015	EL DORADO IRRIGATION DISTRICT	Monthly Utilities	1,113.13
01/29/2021	35016	GLOBAL DATA VAULT LLC	Monthly Recovery Back-Up Service January 2021	300.00
01/29/2021	35017	IMAGE SOURCE	Monthly Copy Charges 01/22/21 - 02/21/21	219.12
01/29/2021	35018	MISSION UNIFORM SERVICE	Uniforms, Towels, & Mats Service	350.30
01/29/2021	35019	PACIFIC GAS & ELECTRIC	Monthly Utilities	774.87
01/29/2021	35020	QUILL	Envelopes, Cartridges, Batteries, Copy Paper	168.67
01/29/2021	35021	SAFETY-KLEEN SYSTEMS INC	Oily Water Disposal	180.75
01/29/2021	35022	VAN DE POL ENTERPRISES INC	80W90 & DEF	606.83
01/29/2021	35023	XEROX FINANCIAL SERVICES	Lease Payment for Copiers January 2021	244.53
01/29/2021	35024	ZEP MANUFACTURING CO.	Parts and Supplies	512.22
01/29/2021	35025	RTS IT INC	Router for Backup Internet/PSPS Events	749.68
				456,233.26

AGENDA ITEM 1 C
Consent Item

MEMORANDUM

DATE: March 4, 2021

TO: El Dorado County Transit Authority

FROM: Brian James, Planning and Marketing Manager

SUBJECT: January 2021 Ridership Report

REQUESTED ACTION:
BY MOTION,

Receive and File the January 2021 Ridership Report

BACKGROUND

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

Due to the Statewide COVID-19 restrictions, the Senior Day Care services closed on March 13, 2020 and the Mother Lode Rehabilitation Enterprises (M.O.R.E.) facility closed on March 16, 2020. Commuter services were decreased to four (4) buses in the morning and afternoon on March 23, 2020 and Local Fixed Route services were modified in July 2020. Also, in response to the impacts of the pandemic El Dorado Transit suspended collection of fares between April 6, 2020 and August 1, 2020. As a result, El Dorado Transit recorded no fare revenue in May, June, and July 2020.

DISCUSSION

Due to program closures, stay-at-home restrictions and the economic impacts of the pandemic, transit ridership has reduced in all areas of service. Following is the January 2021 report and the fiscal year-to-date ridership report, comparing the current fiscal year to the previous fiscal year.

January 2021 Ridership Report

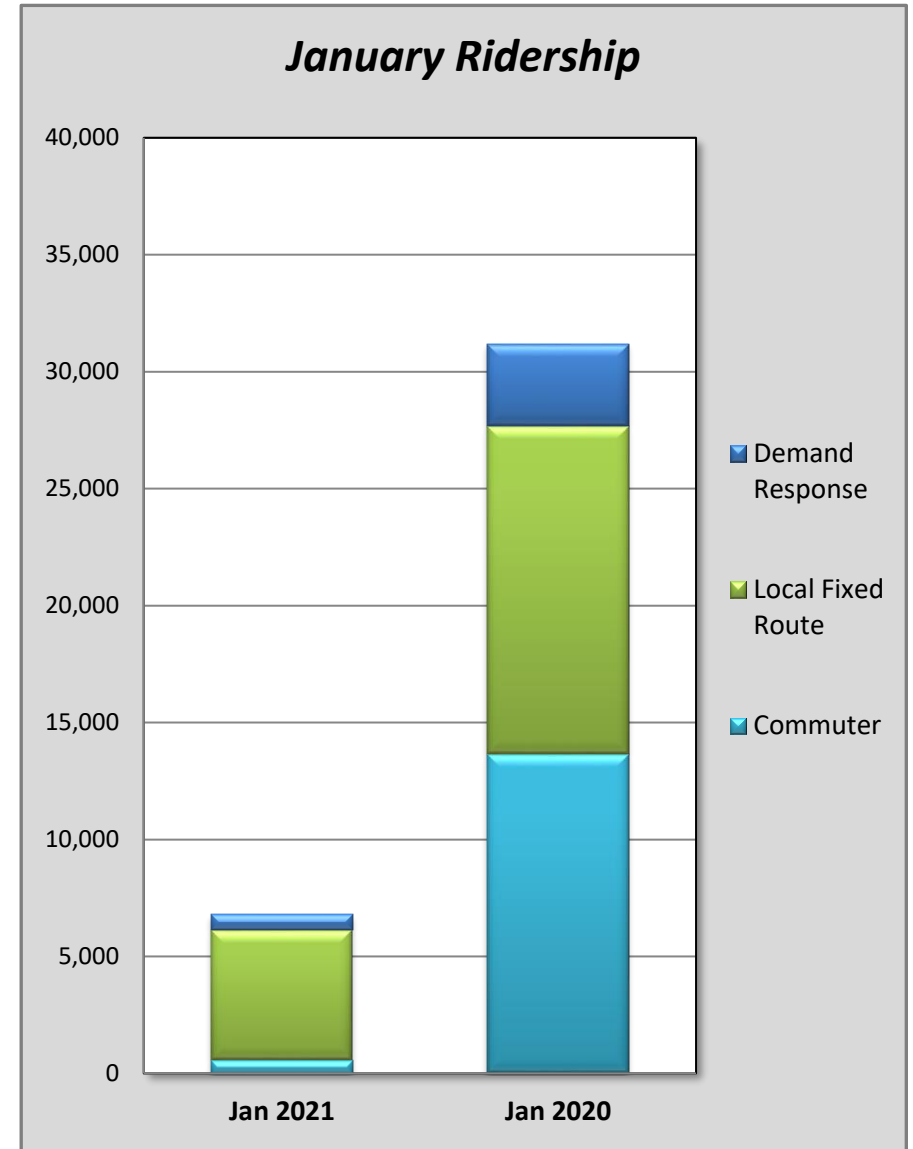


Demand Response	Jan 2021	Jan 2020	% Change
Dial-a-Ride	422	1,254	-66.3%
Sac-Med	22	27	-18.5%
ADA Paratransit	123	62	98.4%
M.O.R.E.*	124	1,842	-93.3%
Senior Day Care*	0	346	-100.0%
Total Demand Response	691	3,531	-80.4%

Local Fixed Route	Jan 2021	Jan 2020	% Change
20 - Placerville	698	3,607	-80.6%
25 - Saturday Express	318	349	-8.9%
30 - Diamond Springs	525	2,234	-76.5%
35 - Diamond Springs Saturday	83	147	-43.5%
40 - Cameron Park	743	1,275	-41.7%
50x - 50 Express	2,241	3,554	-36.9%
60 - Pollock Pines	945	2,858	-66.9%
Total Local Fixed Route	5,553	14,024	-60.4%

Commuter	Jan 2021	Jan 2020	% Change
Sacramento Commuter	553	13,575	-95.9%
Reverse Commuter	9	56	-83.9%
Total Commuter	562	13,631	-95.9%

	Jan 2021	Jan 2020	% Change
Systemwide	6,806	31,186	-78.2%
Passengers per Revenue Hour	3.0	7.4	-59.1%



*Contracted Services - Ridership Determined by Client Enrollment

Fiscal Year-to-Date Ridership Report

July 2020 - January 2021

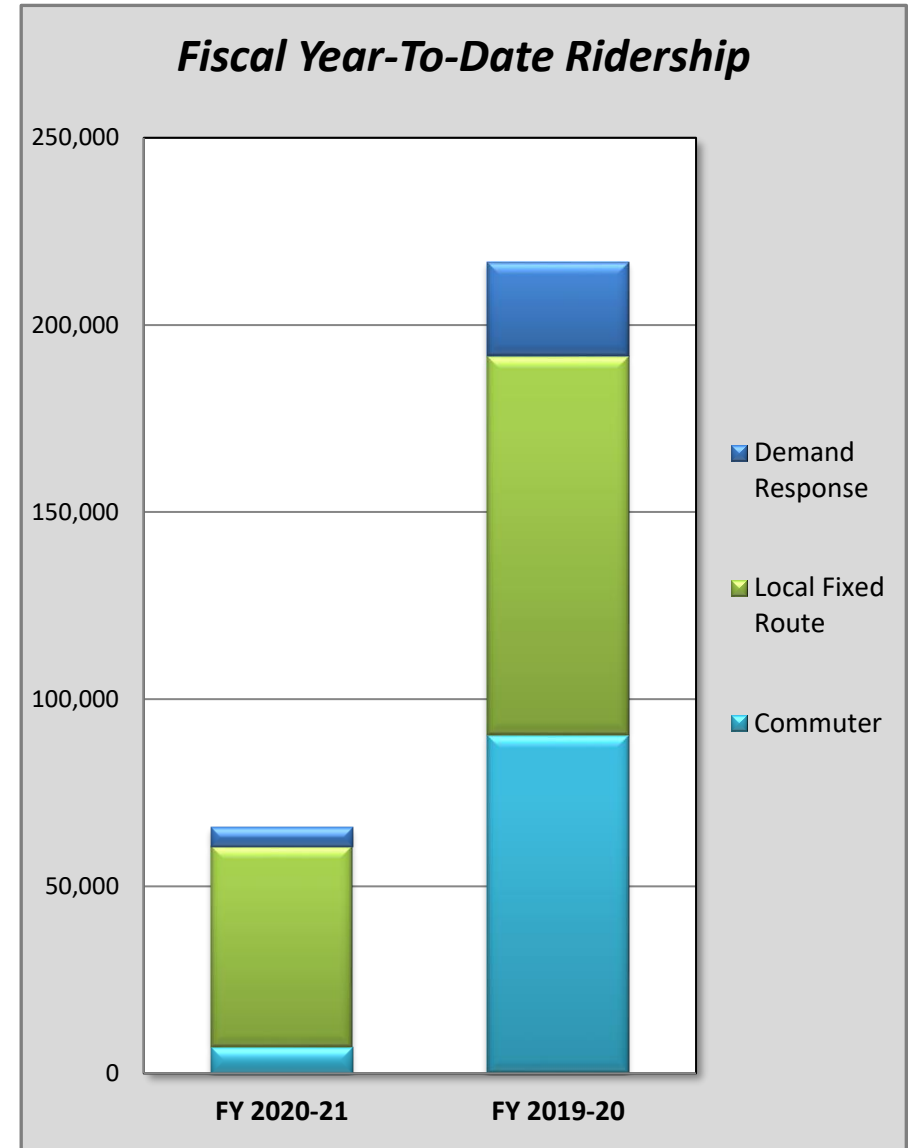


Demand Response	FY 2020-21	FY 2019-20	% Change
Dial-a-Ride	3,376	9,105	-62.9%
Sac-Med	126	190	-33.7%
ADA Paratransit	954	375	154.4%
M.O.R.E.*	696	12,789	-94.6%
Senior Day Care*	0	2,790	-100.0%
Total Demand Response	5,152	25,249	-79.6%

Local Fixed Route	FY 2020-21	FY 2019-20	% Change
20 - Placerville	7,573	24,744	-69.4%
25 - Saturday Express	2,052	2,878	-28.7%
30 - Diamond Springs	5,776	16,047	-64.0%
35 - Diamond Springs Saturday	599	894	-33.0%
40 - Cameron Park	6,250	9,186	-32.0%
50x - 50 Express	21,234	25,115	-15.5%
60 - Pollock Pines	10,096	22,331	-54.8%
Total Local Fixed Route	53,580	101,195	-47.1%

Commuter	FY 2020-21	FY 2019-20	% Change
Sacramento Commuter	6,997	89,888	-92.2%
Reverse Commuter	51	512	-90.0%
Total Commuter	7,048	90,400	-92.2%

	FY 2020-21	FY 2019-20	% Change
Systemwide	65,780	216,844	-69.7%
Passengers per Revenue Hour	4.1	8.5	-52.0%



*Contracted Services - Ridership Determined by Client Enrollment

AGENDA ITEM 1 D
Consent Item

MEMORANDUM

DATE: March 4, 2021

TO: El Dorado County Transit Authority

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

SUBJECT: Authorizing Financial Transactions by Elected Officers and Executive Director

REQUESTED ACTION:
BY MOTION,

**Adopt Resolution No. 21-04 Authorizing Financial Transactions by
Elected Officers and Executive Director**

BACKGROUND

El Dorado Transit banks with Umpqua Bank and Bank of America. The recent election of officers requires a new authorization for signature approval on accounts at financial institutions.

DISCUSSION

Resolution No. 21-04 authorizes the El Dorado County Transit Authority (El Dorado Transit) Chairperson Kara Taylor; Vice-Chairperson Lori Parlin and Executive Director Matthew Mauk to perform financial transactions required to complete normal banking business practices.

FISCAL IMPACT

None

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 21-04**

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE EL DORADO COUNTY TRANSIT AUTHORITY
REGARDING FINANCIAL TRANSACTIONS**

A. I, Megan Wilcher, certify that I am the Secretary to the Board for the above named organization (referred to as the “association”) organized under the laws of the State of California, Federal Employer I.D. Number 68-0316621, and that the following is a correct copy of resolution adopted at a meeting of the association duly and properly called and held on this 4th day of March 2021. This resolution appears in the minutes of this meeting and has not been rescinded or modified.

B. BE IT HEREBY RESOLVED AND ORDERED THAT,

- 1.** The Financial Institution Umpqua Bank is designated as a depository for the funds of this association.
- 2.** This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by this Financial Institution.
- 3.** All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowing by or on behalf of this association with this Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed.
- 4.** Any of the persons named below, so long as they act in a representative capacity as agents of this association, are authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated below, from time to time with this Financial Institution, concerning funds deposited in this Financial Institution, moneys borrowed from this Financial Institution or any other business transacted by and between this association and this Financial Institution subject to any restrictions stated below.
- 5.** Any and all prior resolutions adopted by this association and certified to this Financial Institution as governing the operation of this association’s account(s), are in full force and effect, unless supplemented or modified by this authorization.
- 6.** This association agrees to the terms and conditions of any account agreement, properly opened by an authorized representative(s) of this association, and authorizes the Financial Institution named above, at any time, to charge this association for all checks, drafts, or other orders, for the payment of money, that are drawn on this Financial Institution, regardless of by whom or by what means the facsimile signature(s) may have been affixed so long as they resemble the facsimile signature specimens in Section C. (or the facsimile signature specimens that this association files with this Financial Institution from time to time) and contain the required number of signatures for this purpose.
- 7.** Any checks or drafts shall have two (2) signatures for amounts over \$5,000.00.

C. If indicated, any person listed below (subject to any expressed restrictions) is authorized to:

- (A) Kara Taylor - Chairperson
- (B) Lori Parlin - Vice-Chairperson
- (C) Matthew Mauk - Executive Director

Please see signature approval below.

- | | | |
|-----------------------|-----|--|
| A,B,C | (1) | Exercise all of the powers listed in (2) through (6). |
| C | (2) | Open any deposit or checking account(s) in the name of this association. |
| A,B,C | (3) | Endorse checks and orders for the payment of money and withdraw funds on deposit with this Financial Institution. |
| A,B,C | (4) | Borrow money on behalf and in the name of this association, sign, execute and deliver promissory notes or other evidence of indebtedness. |
| A,B,C | (5) | Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts or bills of lading. |
| Requires Board Action | (6) | Endorse, assign, transfer stocks, bonds, real estate or other property now owned or hereafter owned or acquired by this association as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment. |
| A,B,C | (7) | Enter into written lease for the purpose of renting and maintaining a Safe Deposit Box in this Financial Institution. |
| A,B,C | (8) | Deposit and withdrawal of monies in the Local Agency Investment Fund (LAIF) in the State Treasury in accordance with Section 16429.1 of Government Code. |

D. I further certify that this association has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the foregoing resolutions and to confer the powers granted to the persons named who have full power and lawful authority to exercise the same.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board, held on the 4th Day of March 2021, by the following vote of said Board:

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

Kara Taylor, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

AGENDA ITEM 1 E
Consent Item

MEMORANDUM

DATE: March 4, 2021

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Transportation Development Act Claim for Fiscal Year
2021/2022

REQUESTED ACTION:
BY MOTION,

**Adopt Resolution No. 21-05 Authorizing the Executive Director to file
a Transportation Development Act (TDA) Claim for Fiscal Year
2021/22**

BACKGROUND

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

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

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

DISCUSSION

The LTF claim amount is based on the February 19, 2021 Memorandum from the EDCTC listing the preliminary apportionment available for Public Transportation – Transit – Article 4 as \$5,566,463.03 (see attachment).

The STA claim amount is based on the January 28, 2021 State Controller's Office STA Fund Allocation Estimate for Fiscal Year 2021/22.

Elsewhere on this agenda, staff is requesting the Board adopt the Preliminary Operating Budget for FY 2021/22. The requested \$5,566,463.30 in LTF funds and \$1,278,616.00 in STA funds represent approximately eighty-one percent (81%) of the projected FY 2020/21 Operating Budget revenue. The FY 2021/22 claim will support maintaining the current level of service with some restoration and/or expansion of services toward pre-pandemic levels over the course of the fiscal period.

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

FISCAL IMPACT

		Proposed <u>Budget</u>
4000.00	Transportation Development Act (TDA/LFT)	\$5,566,463.03
4270.00	State Transit Assistance (STA)	\$1,278,616.00

<p style="text-align: center;">TDA – 1 TRANSPORTATION DEVELOPMENT ACT CLAIM</p>

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

From: Claimant: El Dorado County Transit Authority

Address: 6565 Commerce Way

Diamond Springs, CA 95619-9454

Contact: Julie Petersen, Finance Manager

Phone: (530) 642-5383 extension 206

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

Local Transportation Fund/State Transit Assistance Fund:

LTF or STA	Amount	Fiscal Year
LTF	\$5,566,463.03	2021/22
STA	\$1,278,616.00	2021/22

Submitted by: Matthew C. Mauk

Title: Executive Director

Date: March 4, 2021

EDCTC Date of Approval: _____

EDCTC Resolution #: _____

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 21-05**

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Executive Director or the designated representative shall be authorized to file a claim for the TDA Article 4 funding for transit services for fiscal year 2021/22 as follows:

Article 4	Operating Expenses	\$5,566,463.03
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BE IT FURTHER RESOLVED, that the Executive Director or the designated representative shall be authorized to file a revised claim for the STA Article 6.5, Section 99314.6 (c) projects as follows:

Total 2021/2022 Claim	\$1,278,616.00
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PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board, held on the 4th day of March, 2021 by the following vote of said Board:

AYES:	NOES:	ABSTAIN:	ABSENT:
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Kara Taylor, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board



2828 Easy Street Suite 1, Placerville, CA 95667 | 530.642.5260 | www.edctc.org

February 19, 2021

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

Dear Mr. Mauk,

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

Below is the Preliminary Apportionment and Allocation based on the 2021/2022 TDA LTF estimates from the El Dorado County Auditor-Controller.

Preliminary FY 2021/2022 Apportionments		
Claimant	Purpose	Amount
El Dorado County Auditor	TDA Administration	\$ 10,000.00
El Dorado County Transportation Commission	TDA Administration	\$ 194,720.48
El Dorado County Transportation Commission	Planning & Programming	\$ 185,279.52
SACOG (EDCTC Contribution)	Planning & Programming	\$ 113,601.29
City of Placerville or El Dorado County	Pedestrian & Bicycle Facilities – Article 3	\$ 115,919.68
El Dorado County Transit Authority	Public Transportation - Transit - Article 4	\$ 5,566,463.30
City of Placerville	Other Transportation – Article 8	\$ 0.00
El Dorado County	Other Transportation – Article 8	\$ 0.00

The Final TDA LTF Apportionment and Allocation will be presented to the Commission in May 2021.

If you have any questions regarding these estimates, please contact me at (530) 642-5264 or kthompson@edctc.org.

Sincerely,

Karen Thompson

Karen Thompson
Administrative Services Officer

AGENDA ITEM 1 F
Consent Item

MEMORANDUM

DATE: March 4, 2021

TO: El Dorado County Transit Authority

FROM: Matthew Mauk, Executive Director

SUBJECT: Surplus Vehicle Donation

REQUESTED ACTION:
BY MOTION,

Approve the Donation of one (1) Surplus Vehicle to a Local Non-Profit Organization

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) replaces transit vehicles on a regular basis according to an adopted Vehicle Replacement Schedule. Those vehicles designated as surplus are typically sold at a public venue, parted out, or donated to local non-profit organizations or governmental agencies per Board adopted policy.

Following the receipt of several replacement vehicles in 2019 and 2020, El Dorado Transit staff identified a number of demand-response vehicles available for donation, including five (5) 6-passenger wheelchair accessible Dodge Caravan minivans. At the regular meeting on October 1, 2020, the El Dorado Transit Board directed staff to open a competitive application process for donation of surplus demand-response vehicles to local non-profit organizations or government entities that provide transportation to El Dorado County residents.

DISCUSSION

El Dorado Transit published a public notice and contacted local non-profits directly soliciting applications for the donation of one (1) of either five (5) wheelchair accessible minivans or three (3) cut-a-away's. The application period ran from December 17, 2020 to January 19, 2021 and a public notice was published in the Mountain Democrat.

El Dorado Transit received two (2) applications prior to the original deadline and the Board approved donation of those vehicles at their regular February 2, 2021 meeting. Since the February meeting, staff received one (1) additional eligible application from Housing El Dorado. Due to the availability of vehicles, El Dorado Transit staff is recommending the Board award the donation of one (1) additional surplus Vehicle #1302 to Housing El Dorado.

FISCAL IMPACT

Vehicle #1302 has been depreciated to zero value. Upon approval, insurance coverage will be terminated, and title and ownership will be transferred to the recipient.

AGENDA ITEM 2 A
Action Item

MEMORANDUM

DATE: March 4, 2021

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Fiscal Year 2021/22 Preliminary Operating and Capital Budgets

REQUESTED ACTION:
BY MOTION,

1. Receive and File the proposed Fiscal Year 2021/22 Preliminary Operating and Capital Budgets
2. Form an Ad Hoc Committee to review the proposed Fiscal Year 2021/22 Operating and Capital Budgets
3. Appoint the Chair and Vice-Chair to the Ad Hoc Budget Review Committee

BACKGROUND

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

DISCUSSION

El Dorado Transit is required to operate within a balanced budget. The Fiscal Year (FY) 2021/22 Preliminary Operating Budget presented is based on maintaining the current service levels with the potential for restoration and/or expansion of services by up to fifteen percent (15%) above current levels by the end of the fiscal period.

The El Dorado Transit management team reports that Transportation Development Act (TDA) funding is stable as projected by the State Controllers' Office (SCO) and the El Dorado County Auditors' office. This funding is based on sales tax revenue generated within the County of El Dorado and allocated through the El Dorado County Transportation Commission (EDCTC) for the provision of public transit services on the western slope.

PRELIMINARY FISCAL YEAR 2020/21 OPERATING BUDGET

The Fiscal Year (FY) 2021/22 Preliminary Operating Budget assumes full employment of the current allocated regular full-time and part-time positions including management, administrative staff, operations, and maintenance. The agency currently employs seven (7) Full-time Transit Operators and twenty (20) Part-time Transit Operators. In addition to regular staff, El Dorado Transit employs temporary (i.e., Extra-Help) Transit Operators, Dispatchers, and support staff. The final operating budget and allocation plan may include additional staffing adjustments based on operational need.

The preliminary operating budget report presented includes a comparison of the current fiscal year adjusted mid-year budget utilizing the following factors:

- Projected expenses using an analysis of the first six (6) months of current fiscal year's actual expenses and liabilities.
- Preliminary budget assumes current level of service with some restoration and/or expansion of services over the course of the fiscal period.
- Costs for insurance premiums are not available in March. Renewals go into effect on May 1, July 1, and January 1.

Revenue Accounts

Transportation Development Act (TDA)

- Following the apportionment and allocation of TDA funds by the El Dorado County Transportation Commission (EDCTC), the projected amount available to transit for operations is \$5,566,463. This amount is an increase from the prior years' allocation in the amount of \$1,309,008 due in part to an LTF fund balance from the prior fiscal year as projected by the El Dorado County Auditors office.

State Transit Assistance (STA)

- STA funds for FY 2021/22 are allocated by the State Controllers' Office. This number is subject to change because the program does not rely on a budget-line item at the State but rather on sales tax receipts associated with the consumption of diesel fuel. The budget strategy at El Dorado Transit is to use these funds for capital planning due to the variability of the funding. Typically, El Dorado Transit includes STA in the preliminary operating budget then with Board approval, transfers these funds to the Capital Budget at the mid-year point.
- STA/State of Good Repair (SGR) is funding under Senate Bill 1 (SB 1).

Federal Transit Administration (FTA) Section 5311 Grant

The FTA Section 5311 program provides funding, through the California Department of Transportation (Caltrans), 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. Historically, El Dorado Transit receives funds under the formula program for operating assistance or capital projects.

This years' allocation has not been received so a placeholder of last years' amount has been provided.

Contract Services

Contract Services revenue is based on an agreement with ALTA Regional California (ALTA) to transport ALTA clients to Motherlode Rehabilitation Enterprises, Inc. (M.O.R.E.). El Dorado Transit currently receives approximately 70% of the cost of this service from ALTA. The current agreement with ALTA is up for renewal at the end of the current fiscal year and M.O.R.E. is providing reduced services due to the pandemic. Preliminary revenue projections assume the current level of demand and extension of the ALTA contract under the current terms.

Passenger Fares

This includes the following line items: Cash Fares, Contract Services, Charter Services, Commuter Route Fare Media, Local Route fare Media and Paper Scrip. Estimates based on first six (6) month actual receipts. Management is predicting a slight increase to this revenue.

Advertising Revenue

El Dorado Transit has a third-party contract for bus shelter advertising.

Fair Shuttle AB2766 Grant

El Dorado Transit anticipates submitting a grant application to the El Dorado County Air Quality Management District (EDCAQMD) for shuttle service to the 2022 County Fair.

Low Carbon Transit Operations Program (LCTOP) Grant

These funds are allocated by the State Controllers' Office to provide operating and capital assistance for transit agencies to reduce greenhouse emissions. These grant funds are planned to subsidize additional service and continuation of a discount fare program.

Offset Reserve Fund – CalTIP (restricted)

These funds are held by El Dorado Transit's liability and vehicle physical damage insurance pool. Each year revised amounts are provided to pool members in April or May. If available, these funds can be used to offset the current year's premiums or held for future premiums.

Salary and Benefits Accounts

Regular Employees and Overtime

The regular employee and overtime line items include funding for eligible merit step increases and longevity.

Temporary Employees

The preliminary budget includes \$100,000 for Extra-Help employees to provide relief driving and fill-in Transit Dispatch assignments on an intermittent basis. These employees fill in when regular Operators and Dispatchers are off work.

Employee Retirement

Employee Retirement is based on a CalPERS formula. El Dorado Transit has a “Classic” and a “PEPRA” plan for regular employees. The employer contribution is approximately \$340,890 or an 11.6 % of base wages (based on actuarial reports); the employee contribution is \$205,709. The Employer portion of the Unfunded Liability is \$303,625 and will be paid as a lump sum in July 2021.

Health Insurance

- The Health Insurance line item includes the El Dorado Transit contribution towards health, vision, and dental coverage for enrolled employees. Plan coverage is calendar year; therefore, premium increases will occur in January 2022.
- The Human Resources Department administers agreements and/or insurance policies for services and insurance coverage’s that automatically renew each year. The following are perpetual contracts and agreements for employee insurance coverage and benefits:
- Health Insurances
 - **Regular Full/Part-Time Unrepresented Employees**
 - ❖ CalPERS Health Plan with OptumRX Pharmaceutical
 - ❖ Delta Dental
 - ❖ Vision Service Plan (VSP)
 - **Regular Full/Part-Time Represented Transit Drivers**
 - ❖ Operating Engineers Plan – Health, Pharmaceutical, Dental, Vision
or
 - ❖ El Dorado County Plan – Health, Pharmaceutical, Dental, Vision
- Sun Life Financial - Long Term Disability
Coverage provides wage loss protection for regular full/part-time employees in the event of prolonged disability.
- Sun Life Financial – Life Insurance
\$10,000 policy coverage for regular full-time represented transit operators
\$20,000 policy coverage for regular full-time unrepresented employees
- Paychex
Flexible Benefits Plan (Cafeteria Plan) allows regular full/part-time employees to pay the employee portion of premiums and certain benefits offered under the plan with pre-tax dollars.

Workers Compensation

Workers Compensation premiums are a percentage of payroll (regular hours). Management and staff are completing the necessary steps to take advantage of credit incentives that could reduce premiums by up to 15%.

Service and Supply Accounts

Service and supply account budgets are based on the first six (6) months actual expenses plus a projection for the upcoming fiscal year needs. Minor adjustments have been made to several accounts with the largest changes addressed below:

Insurance Premiums/Public Liability

For the preliminary budget, assumptions are made based on a combination of experience levels and prior year performance. A budget increase of five percent (5%) has been projected.

Service Contracts/Equipment

This account includes support and service contracts for telephone, computer support, maintenance software and facility alarm systems. Staff anticipates an increase of these costs for FY 2021/22.

Vehicle Maintenance/Tires & Tubes

This account includes tires and supplies for all fleet vehicles. Staff is anticipating an increase of costs for this account.

Professional Services

This line item includes costs associated with professional services such as legal counsel, outside CPA consulting, project management, engineering and planning studies.

Fuel Purchase

Fuel budget assumptions are calculated based on prior fuel expenditures, planned service mileage and recent market volatility. Staff anticipates an increase of these costs for FY 2021/22 based on cost fluctuation and projected service increases.

Contingency

Contingency is projected at \$322,756 representing 3.9% of the overall budget. This line item may be adjusted based on AD HOC committee review.

PRELIMINARY FISCAL YEAR 2020/21 CAPITAL BUDGET

The FY 2021/22 Preliminary Capital Improvement Plan (CIP) Budget recommends capital projects and identifies funding sources. Projects may carry over multiple fiscal years and include but are not limited to facility improvements, equipment purchases and replacement, vehicle purchases and replacements, software and hardware upgrades and replacements, safety and security systems and bus stop/park and ride improvements. New fiscal year projects proposed in the CIP are numbered as 22-XX (e.g., 22-01; 22-02, etc.).

In addition to ongoing projects, staff is recommending the following for inclusion in the FY 2021/22 CIP:

- 22-01 Administration / Maintenance Facility Equipment
- 22-02 Cambridge Road and EDH Park & Ride Lot Resurfacing

SUMMARY

Management's opinion is that the financial position of El Dorado Transit is stable. The proposed preliminary budget for fiscal year 2021/22 reflects a \$8,477,906 in total operating expenditures balanced to projected available Federal, State and project specific revenues.

Staff is requesting that the Board receive and file the proposed Fiscal Year 2021/22 Preliminary Operating and Capital Budgets, as presented, and appoint the Chair and Vice-Chair to form an Ad Hoc Committee to review the proposed budgets. Following at least one meeting and direction from the Budget Review Committee, staff anticipates submission of the Fiscal Year 2021/22 Preliminary Operating and Capital Budgets for Board adoption at the regular April 1, 2021 meeting.

EL DORADO COUNTY TRANSIT AUTHORITY
PROPOSED PRELIMINARY OPERATING BUDGET 2021/2022

OPERATING BUDGET		FY 2020/2021	FY 2021/2022	Difference
		Mid-Year	Preliminary	
		Adopted 02/04/2021	Proposed 03/04/2021	
REVENUE ACCOUNTS				
4000.00	Transportation Development Act (TDA/LTF)	\$4,257,455	\$5,566,463	\$1,309,008
4000.00	Transportation Development Act (TDA/LTF) Deferred FY 2019/20	\$1,337,803	\$0	-\$1,337,803
4270.00	State Transit Assistance (TDA/STA)	\$0	\$1,278,616	\$1,278,616
4270.01	State Transit Assistance (TDA/STA)/State of Good Repair (SGR)	\$273,902	\$273,467	-\$435
4970.00	Interest Income	\$10,000	\$10,000	\$0
4100.00	Federal Transit Administration (FTA) Section 5311 Grant	\$538,231	\$538,231	\$0
4100.00	Federal Transit Administration (FTA) CARES Act Section 5311 Grant	\$1,081,553	\$0	-\$1,081,553
4300.00	Cash Fares	\$75,000	\$77,000	\$2,000
4310.00	Contract Services	\$24,000	\$24,720	\$720
4320.00	Charter Services	\$0	\$0	\$0
4330.00	Commuter Route Fare Media	\$60,000	\$61,800	\$1,800
4350.00	Local Route Fare Media	\$25,000	\$25,750	\$750
4360.00	Paper Scrip	\$7,000	\$7,210	\$210
4400.00	Advertising Revenue	\$0	\$5,000	\$5,000
4990.00	Misc. Revenue	\$0	\$400	\$400
4107.03	Fair Shuttle AB2766 Grant	\$32,000	\$0	-\$32,000
4109.04	Low Carbon Transit Operations Program (LCTOP) Grant	\$334,181	\$334,181	\$0
4112.00	FTA Section 5307 Grant Income - Preventative Maintenance (PM)	\$250,000	\$250,000	\$0
5060.00	Offset Reserve Fund - CalTIP (restricted)	\$25,068	\$25,068	\$0
TOTAL REVENUES		\$8,331,193	\$8,477,906	\$146,713
SALARY & BENEFIT ACCOUNTS				
5010.00	Regular Employees	\$2,969,000	\$3,200,000	\$231,000
5010.02	Temporary Employees	\$80,000	\$100,000	\$20,000
5010.07	Overtime	\$50,000	\$50,000	\$0
5010.08	On Call Pay	\$7,000	\$7,000	\$0
5010.09	CRDI and Shift Pay	\$15,000	\$20,000	\$5,000
5020.01	Employee Retirement	\$540,000	\$600,000	\$60,000
5070.01	(OASDI - Payroll Tax) FICA	\$3,800	\$4,000	\$200
5070.02	MEDICARE - Payroll Tax	\$44,000	\$50,000	\$6,000
5020.02	Health Insurance	\$980,000	\$1,078,000	\$98,000
5020.03	Unemployment Insurance	\$175,000	\$100,000	-\$75,000
5020.04	LT Disability/Life Ins	\$29,000	\$32,000	\$3,000
5020.05	Worker's Comp	\$388,493	\$420,000	\$31,507
TOTAL SALARY & BENEFITS		\$5,281,293	\$5,661,000	\$379,707
SERVICE & SUPPLY ACCOUNTS				
5090.02	Clothing & Supplies	\$3,240	\$3,500	\$260
5090.05	Uniforms - Other	\$10,000	\$12,000	\$2,000
5050.01	Communications - Phone	\$32,000	\$35,000	\$3,000
5090.20	Communications - Radio	\$900	\$1,000	\$100
5090.01	Household Expenses	\$16,000	\$16,500	\$500
5060.01	Insurance Premiums/Public Liability	\$620,000	\$651,000	\$31,000
5060.02	Insurance Premiums/Physical Damage	\$25,000	\$26,250	\$1,250
5060.03	Insurance Premiums/Commercial	\$14,000	\$14,700	\$700
5060.04	Insurance Premium EPLI Package	\$20,000	\$21,000	\$1,000
5090.06	Service Contracts/Equipment	\$170,000	\$190,000	\$20,000
5160.07	Park and Ride Maintenance	\$13,000	\$14,000	\$1,000
5160.01	Maintenance/Buildings	\$6,200	\$7,500	\$1,300
5160.03	Maintenance/Equipment	\$3,000	\$4,000	\$1,000
5160.05	Maintenance/Grounds	\$5,500	\$6,500	\$1,000
5160.09	Maintenance/Bus Stop	\$2,000	\$3,000	\$1,000
5160.00	Maintenance/Other	\$2,500	\$2,500	\$0
5040.00	Vehicle Maintenance (In-House)	\$342,000	\$376,000	\$34,000
5040.02	Vehicle Maintenance/Tires & Tubes	\$90,000	\$99,000	\$9,000
5040.03	Vehicle Maintenance/Lubricants	\$27,900	\$29,700	\$1,800
5040.04	Vehicle Maintenance/Small Tools - Shop	\$3,870	\$5,000	\$1,130
5040.80	Vehicle Maintenance/Sales Tax/ Fuel & Lub.	\$20,000	\$23,000	\$3,000
5090.50	Safety Equipment/Training	\$125,000	\$125,000	\$0
5090.40	Memberships	\$5,400	\$5,800	\$400
5090.70	Office Expense	\$13,500	\$15,000	\$1,500
5090.80	Postage	\$3,600	\$4,000	\$400
5090.00	Operating Expense - Other	\$1,350	\$2,000	\$650
5030.00	Professional Services	\$250,000	\$250,000	\$0
5030.10	Employee Medical Exams	\$8,100	\$8,500	\$400
5030.30	Background Checks	\$1,800	\$2,000	\$200
5090.08	Pubs/Legal Notices	\$2,000	\$2,500	\$500
5090.75	Printing	\$13,500	\$14,000	\$500
5120.02	Rents/Leases - Equipment	\$21,000	\$23,000	\$2,000
5120.03	Rents/Leases Park and Rides	\$9,000	\$9,000	\$0
5140.01	Equipment Purchase - Data Processing	\$1,000	\$1,000	\$0
5140.05	Equipment Purchase - Office	\$1,800	\$1,800	\$0
5150.00	Special Department Expense	\$1,500	\$1,500	\$0
5150.01	Marketing	\$9,000	\$12,000	\$3,000
5090.30	Staff Development/Travel	\$15,000	\$15,000	\$0
5040.01	Fuel Purchase	\$300,000	\$345,000	\$45,000
5090.72	Bank Charges	\$400	\$400	\$0
5090.73	Credit Card Charge Fees	\$3,500	\$3,500	\$0
5090.74	Connect Card Administration Expenses	\$40,000	\$34,000	-\$6,000
5050.02	Utilities	\$54,000	\$56,000	\$2,000
5050.03	Utilities/ Park & Rides	\$20,000	\$22,000	\$2,000
4108.03	Fair Shuttle AB2766 Grant	\$38,000	\$0	-\$38,000
6270.00	Contingency	\$684,340	\$322,756	-\$361,584
TOTAL SERVICES AND SUPPLIES		\$3,049,900	\$2,816,906	-\$232,994
TOTAL OPERATING EXPENSES		\$8,331,193	\$8,477,906	\$146,713

El Dorado County Transit Authority
Preliminary Capital Improvement Plan Budget FY 2021/22

Status	CIP Project Number	Project Description	Budget	Deferred STA* \$1,845,858	FTA Section 5307 \$80,503	FTA Section 5310 \$56,000
ACTIVE	14-03	Metal Fabrication Tools	\$11,942	\$11,942		
ACTIVE	15-08	Park-and-Ride Parking Lot Maintenance	\$250,000	\$250,000		
ACTIVE	17-05	Maintenance Facility - Safety and Equipment	\$52,000	\$52,000		
ACTIVE	18-02	Bus Shelter Amenities	\$165,000	\$15,000		
ACTIVE	19-01	IT Upgrade and Replacement 5 Year Plan	\$140,635	\$15,000		
ACTIVE	19-03	Administration Building Safety Improvements	\$24,150	\$24,150		
ACTIVE	20-01	Facility Surveillance Upgrade	\$16,500	\$16,500		
ACTIVE	20-02	Automatic Bus Washer Retrofit	\$110,000	\$29,497	\$80,503	
ACTIVE	20-04	Maintenance Facility Swamp Cooler and Steam Cleaner Modifications	\$151,335	\$151,335		
ACTIVE	20-06	Vehicle Replacement - Demand Response - Transit Van	\$86,900	\$30,900		\$56,000
ACTIVE	21-01	On-Board Camera System Power Supply Upgrades	\$31,441	\$31,441		
ACTIVE	21-02	Vehicle Replacement - Maintenance Truck	\$31,095	\$31,095		
PROPOSED	22-01	Administration / Maintenance Facility Equipment	\$40,000	\$40,000		
PROPOSED	22-02	Cambridge Road and EDH Park & Ride Lot Resurfacing	\$250,000	\$250,000		
Project Totals			\$1,360,998	\$948,860	\$80,503	\$56,000
Remaining Funds Available				\$896,998	\$0	\$0

*Balance Per FY 2019/20 Audited Financials

** Project Not Funded