



EL DORADO TRANSIT

EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING

AGENDA

Thursday, October 3, 2024; 1:00 PM

Regular Meeting

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

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

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

Executive Director: Brian James

In-Person

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

Teleconference

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

Remotely

By Computer:

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

By Phone:

669-219-2599

Meeting ID:

861 3456 7267

Members of the public may call in during the meeting and are encouraged to submit public comment via email to mwilcher@eldoradotransit.com up until 2 hours before the start of the meeting. Written comments will be entered into the meeting’s minutes and the Board will consider all comments at the appropriate time. Members of the public may address any item on the agenda prior to board action, comments will be limited to no more than three (3) minutes.

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

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

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

CEREMONIAL ITEMS

PAGE

- A. Presentation Acknowledging Employees of the El Dorado County Transit Authority 25 Years of Service

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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

- A. Approve Conformed Minutes of Regular Meeting September 5, 2024 (*Wilcher*) 5
- B. Receive and File August 2024 Check Registers (*Petersen*) 9
- C. Receive and File August 2024 Ridership Report (*Bergren*) 14
- D. Approve Vehicle Replacement Plan for Fiscal Years 2024/25 through 2029/30 (*Bergren*) 17
- E. Adopt Resolution No. 24-22 Authorizing the Executive Director to claim Transportation Development Act claim for Fiscal Year 2023/24 State of Good Repair funds (*Petersen*) 22
- F. Workers Compensation Trending report (*Harris*) 24
- G. 1. Accept Actuarial Valuation of Other Post-Employee Benefit Program for fiscal year ending June 30, 2023 (*Petersen*) 38
2. Adopt Resolution No. 24-23 approving the pre-fund amount in the California Employer’s Retiree Benefit Trust Program (CERBT)
3. Authorize Executive Director to execute all documents necessary for continued participation

1. <u>CONSENT CALENDAR CONTINUED</u>	<u>PAGE</u>
H. Approve Revised Purchase Order B30177 issued to Southern Tire Mart in the amount of \$85,000 for Fleet Vehicle Tires (<i>Petersen</i>)	48
2. <u>ACTION ITEMS</u>	
A. 1. Authorize Professional Services Agreement between the El Dorado County Transit Authority and Regional Government Services (<i>Petersen</i>)	50
2. Approve Purchase Order 30185 issued to Regional Government Services in the amount of \$33,000	
3. After Legal Review, Authorize the El Dorado County Transit Authority and the Executive Director to execute said agreement	
3. <u>INFORMATION ITEMS</u>	
A. Receive final Capital Improvement Plan Project 17-03 Bus Stop Improvements with New Shelter and Amenities on Upper Broadway, Placerville (<i>Petersen</i>)	52
B. Newsletter October – December 2024 (<i>Bergren</i>)	

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

ADJOURNMENT

* Verbal Report

NEXT REGULARLY SCHEDULED
 EL DORADO COUNTY TRANSIT AUTHORITY BOARD MEETING
 Thursday, November 7, 2024 1:00 P.M.
 County of El Dorado
 Board of Supervisors Meeting Room
 330 Fair Lane, Bldg A, Placerville, CA 95667

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

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

AGENDA ITEM
Ceremonial Item

DATE: October 3, 2024
TO: El Dorado County Transit Authority
FROM: Brian James, Executive Director
SUBJECT: Presentation Acknowledging Employees of the El Dorado County Transit Authority 25 Years of Service

REQUESTED ACTION:

BY MOTION,

Presentation Acknowledging Employees of the El Dorado County Transit Authority 25 Years of Service

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) is proud to recognize and acknowledge employees for long-term consecutive years of dedicated service to El Dorado Transit.

Years of service programs are a common and effective way for agencies to foster job satisfaction, increase productivity and reduce turnover. El Dorado Transit seeks to reintroduce the years of service recognition as part of our broader employee engagement and retention strategy. The initiative will not only enhance employee morale but also positively impact overall organizational performance.

DISCUSSION

The program is designed to acknowledge the commitment and contributions of long-serving employees, starting with two employees who have reached a significant milestone of 25 years of service. El Dorado Transit management is honored to recognize the following employees for their dedicated service:

- Jayson Ravens
- Jean Staples



EL DORADO TRANSIT

EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING CONFORMED MINUTES

Thursday, September 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
John Hidahl, County of El Dorado Supervisor, District I
Brooke Laine, County of El Dorado Supervisor, District V
Jackie Neau, City of Placerville Councilmember

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

Executive Director: Brian James

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

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CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

ROLL CALL

Directors Present: John Clerici, John Hidahl, Brooke Laine, Jackie Neau, George Turnboo

A quorum was present.

ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR

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

Adoption of the Agenda and Approval of Consent Calendar

M/S: Neau/Clerici
Ayes: Clerici, Laine, Hidahl, Neau, Turnboo

OPEN FORUM

None

1. CONSENT CALENDAR

- A. Approve Conformed Minutes of Regular Meeting August 1, 2024 (*Wilcher*)
- B. Receive and File July 2024 Check Registers (*Petersen*)
- C. Receive and File July 2024 Ridership Reports (*Bergren*)
- D. Adopt Resolution No. 24-21 defining the El Dorado County Transit Authority's health insurance premium contribution rates provided to unrepresented regular and management employees beginning January 1, 2025 (*Harris*)
- E. Approve Funding of Operating Reserve Fund for Fiscal Year 2023/24 (*Petersen*)
- F. Authorize the El Dorado County Transit Authority and the Executive Director to execute a subrecipient agreement with the Sacramento Area Council of Governments for the California Integrated Travel Project (*James*)

2. ACTION ITEMS

- A. Receive and File the Final Amended Operating Budget for Fiscal Year 2023/24 as Proposed (*Petersen*)**

The Board approved this item as requested by staff.

M/S: Hidahl/Clerici
Ayes: Clerici, Hidahl, Laine, Neau, Turnboo

- B. Form an Ad Hoc Financial Audit Review Committee and Appoint Chair and Vice-Chair as members (*Petersen*)**

The Board approved this unanimously and appointed Chair Turnboo and Vice-Chair Yarbrough to the Ad Hoc Financial Audit Review Committee

M/S: Hidahl/Neau
Ayes: Clerici, Hidahl, Laine, Neau, Turnboo

- C. Adopt Capital Improvement Plan Project 25-04 for Placerville Station Improvements (*Bergren*)**

The Board approved this item as requested by staff.

M/S: Clerici/Laine
Ayes: Clerici, Hidahl, Laine, Neau, Turnboo

- D. Award Contract and Approve Purchase Order No. 30182 to Sub Zero HVAC Services for the performance of Maintenance Facility Swamp Cooler Replacement per RFP #20-04 (*Bergren*)**

The Board approved this item as requested by staff.

M/S: Hidahl/Clerici
Ayes: Clerici, Hidahl, Laine, Neau, Turnboo

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

RECESS TO CLOSED SESSION

Pursuant to Government Code Section 54956.8 – Conference with Real Property Negotiator

Property: APN 121-300-005, El Dorado Hills, CA

Transit Negotiators: Brian James, Executive Director or designee

Negotiating Parties: Town Center East LP / Town Center Management Group, Inc. or designee

Under Negotiation: Price and terms of payment for sale

Recessed to Closed Session at 1:25 PM

RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

Reconvene to Open Session at 1:48 PM

ADJOURNMENT

Chair Turnboo adjourned the meeting at 1:38 PM. The next regularly scheduled meeting is Thursday, October 3, 2024.

Respectfully Submitted,

**Megan Wilcher
Secretary to the Board
* Verbal Report**

AGENDA ITEM 1 B
Consent Item

MEMORANDUM

DATE: October 3, 2024
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Receive and File August 2024 Check Register

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

BACKGROUND

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

DISCUSSION

Eleven (11) item merits further detail:

Check #39753 – Alliant Insurance Services, Inc.....\$9,851.84
This check pays the obligation for Property Insurance coverage for FY 2024/25 using Local Transportation Funds (LTF).

Check #39754 – Custom Embroidery Concepts.....\$6,013.24
This check pays the obligation for annual staff uniform order.

Check #39756 – Dell Marketing LP.....\$15,941.96
This check pays the obligation for Workstation Replacement Laptops for fourteen (14) stations using Local Transportation Funds (LTF); CIP# 25-01.

Check #39776 – Dokken Engineering.....\$14,070.00
This check pays the obligation for the Bus Parking Lot Improvement Project using Local Transportation Funds (LTF): CIP #23-02.

Check #39878 – Elk Grove Auto Group.....\$45,616.66
This check pays the obligation for a 2024 Dodge Durango staff car replacement using Local Transportation Funds (LTF): CIP #24-05.

Check #39880 – Employment Development Department (EDD).....\$5,947.13
This check pays the obligation for Unemployment Insurance benefit for the 2nd Quarter 2024 using Local Transportation Funds (LTF).

Check #39882 – MacLoed Watts Inc.....\$6,500.00
This check pays the obligation for an Actuarial Valuation of OPEB fiscal year ending June 30, 2023, using Local Transportation Funds (LTF).

Check #39883 – Pattison & Associates, Inc.....\$2,500.00
This check pays the obligation for a property appraisal for Ray Lawyer park and ride land value using Transportation Development Act (TDA) funds. CIP# 22-02

Check #39884 – RouteMatch Software Inc.....\$18,071.87
This check pays the obligation for quarterly support, housing, IVR, data fees associated with the scheduling and statistical software for FY 2024/25 using Local Transportation Funds (LTF).

Check #39887 – Squarerigger Software.....\$2,250.00
This check pays the obligation for Annual Maintenance Software Agreement using Local Transportation Funds (LTF).

Check #39628 – El Dorado County Community Development Services.....\$351.00
This check pays the obligation for the Annual Hazardous Material fees using Local Transportation Funds (LTF).

EL DORADO COUNTY TRANSIT AUTHORITY

Check Register

August 2024

Date	Num	Name	Memo	Amount
08/01/2024	39750	ALLIANT INSURANCE SERVICES, INC	VOID: ELDORAD-40	0.00
08/01/2024	39751	CUSTOM EMBROIDERY CONCEPTS	VOID: Annual Uniform Order for All Staff	0.00
08/01/2024	39752	CUSTOM EMBROIDERY CONCEPTS	VOID: Annual Uniform Order for All Staff	0.00
08/01/2024	39753	ALLIANT INSURANCE SERVICES, INC	Property Insurance Program FY 2024/25	9,851.84
08/01/2024	39754	CUSTOM EMBROIDERY CONCEPTS	Annual Uniform Order for All Staff	6,013.24
08/01/2024	39755	DAWSON OIL	Fuel Purchases -July 2024	54,194.95
08/01/2024	39756	DELL MARKETING LP	Workstation Replacement Laptops QTY 14	15,941.96
08/01/2024	39757	EL DOB ENTERPRISES LLC	315/80R22.5/L GDY (12)	6,782.56
08/01/2024	39758	GILLIG LLC	Parts and Supplies	10,388.32
08/01/2024	39759	GWP HOLDINGS LLC	Parts and Supplies	9,564.63
08/01/2024	39760	PETTY CASH	Reconciled Petty Cash	101.46
08/01/2024	39761	RTS IT INC	ITCare Gold Service Plan August 2024	8,012.50
08/01/2024	39762	SOUTHERN TIRE MART LLC	12R22.5/16 Ecopia Tires (14) #1701	10,773.74
08/01/2024	39763	THE AFTERMARKET PARTS CO LLC	Parts and Supplies	5,074.64
08/02/2024	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE AUG. 2, 2024	3,968.41
08/02/2024	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #16 PEPRA	14,698.65
08/02/2024	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #16 CLASSIC	7,937.02
08/09/2024	39764	ACCESS SYSTEMS INC	Provide And Install Mx8 Control Panel	5,705.21
08/09/2024	39765	ARNOLDS FOR AWARDS INC	August EOM Award Name Engraving	20.22
08/09/2024	39766	AT&T	Bill For 6-24-24 to 7-23-24	84.25
08/09/2024	39767	AT&T MOBILITY	Wireless Service for Surveillance Cameras	187.92
08/09/2024	39768	AUTOZONE INC	Parts and Supplies	470.41
08/09/2024	39769	BUS & EQUIPMENT REPAIR OF CA	Parts and Supplies	1,256.04
08/09/2024	39770	C & H MOTOR PARTS	Parts and Supplies	583.75
08/09/2024	39771	CAL.NET	CCTV Camera Service August 2024	176.92
08/09/2024	39772	CALIFORNIA DEPT OF TAX & FEE ADMIN	Diesel Fuel Exempt Bus Tax 2nd Quarter 2024	391.00
08/09/2024	39773	CAPITOL CLUTCH & BRAKE INC	R-14, Duesicant Cart., Valve, AD and Purge Kit #1701	1,033.32
08/09/2024	39774	CDW GOVERNMENT	USB Cables (Maint & TO Supervisors)	30.87
08/09/2024	39775	D&K AUTO GLASS	Fleet Vehicle Glass	495.00
08/09/2024	39776	DOKKEN ENGINEERING	Bus Parking Lot Improvement Plan	14,070.00
08/09/2024	39777	EDC HHS-PUBLIC HEALTH DIVISION	TB Evaluation	36.00
08/09/2024	39778	EL DORADO DISPOSAL SERVICE	VOID:	0.00
08/09/2024	39779	EL DORADO IRRIGATION DISTRICT	Water Service 07/24	2,332.53
08/09/2024	39780	EL DORADO DISPOSAL SERVICE	Disposal Service 07/24	447.56
08/09/2024	39781	EMP. MISC. REIMBURSEMENT	Connect Card Refund	164.75
08/09/2024	39782	EMP. MISC. REIMBURSEMENT	Steel Toe Shoes Reimbursement	42.89
08/09/2024	39783	EMP. MISC. REIMBURSEMENT	Cooling towels, Seatbelt extenders and covers	303.56
08/09/2024	39784	EMP. MISC. REIMBURSEMENT	Pants Reimbursement	50.00
08/09/2024	39785	EMP. MISC. REIMBURSEMENT	DMV License Renewal and VTT	68.21
08/09/2024	39786	FASTENAL	Towelettes 100 ct. (6) - Lens cleaner	96.35
08/09/2024	39787	FLEMING DISTRIBUTING CO.	Heavy Duty Fuel System Restoration #1805	435.00
08/09/2024	39788	FRANCOTYP POSTALIA INC.	Postbase Meter Rental	111.78
08/09/2024	39789	GLOBAL DATA VAULT LLC	Monthly Recovery Back Up Service August 2024	330.00
08/09/2024	39790	GRAINGER	Hot and Cold Levers For Janitorial Sink	129.77
08/09/2024	39791	HUNT & SONS INC	Fuel Purchases for 07/15/24-07/31/24	13.29
08/09/2024	39792	J.C. NELSON SUPPLY CO	Hand Towels for Admin and Bathroom	828.29
08/09/2024	39793	KIMBALL MIDWEST	Shrink Tubing and Engine Oil Dye -Shop	71.86
08/09/2024	39794	LUMINATOR TECHNOLOGY GROUP GLOBAL, LLC	Apollo RoadRunner HD Hard Drive 4TB	3,019.30
08/09/2024	39795	MAG LANDSCAPING INC	Landscaping Maintenance - July 2024	1,290.00
08/09/2024	39796	MARIGOLD CLEAN SACRAMENTO	Janitorial Service - August 2024	1,292.00
08/09/2024	39797	MISSION UNIFORM SERVICE	Matts, Uniforms and Towels	992.45
08/09/2024	39798	MOTIVE ENERGY LLC	Fleet Vehicle Batteries	626.82
08/09/2024	39799	MOUNTAIN DEMOCRAT INC	Public Notice: RFQ Swamp Cooler Replacement	157.50
08/09/2024	39800	NAPA AUTO PARTS	Idler Pulley #1903	16.66
08/09/2024	39801	O'REILLY AUTO PARTS	Parts and Supplies	897.11
08/09/2024	39802	OPERATING ENGINEERS LOCAL UNION #3	Union Dues August 2024	1,160.00
08/09/2024	39803	PACIFIC GAS & ELECTRIC	Bus Parking Improvement Project	3,500.00
08/09/2024	39804	PACIFIC GAS & ELECTRIC	Electric Service 07/24	5,101.91
08/09/2024	39805	PEST CONTROL CENTER INC	Pest Control Service -Admin Building	65.00
08/09/2024	39806	PROTELESIS	Phone System Elevate Subscription August 2024	680.00
08/09/2024	39807	QUILL LLC	Misc. Office Supplies	312.86
08/09/2024	39808	ROBERTS & COMPANY INC	CPA Services - July 2024	320.00
08/09/2024	39809	RON DUPRATT FORD	Oil Filter #1609	38.94
08/09/2024	39810	RTS IT INC	Setup and Install 14 Replacement Desktops	4,900.00
08/09/2024	39811	SAFETY-KLEEN SYSTEMS INC	Pick Up Oily Solids and Used Crushed Filters	1,520.41
08/09/2024	39812	SUN LIFE FINANCIAL	Supplemental Life Benefit August 2024	356.49
08/09/2024	39813	TRUE VALUE HARDWARE	Parts and Supplies	196.15
08/09/2024	39814	TURBO IMAGES INC	Production and Installation of Repair Graphics	2,010.50
08/09/2024	39815	VERIZON WIRELESS	Cellular Service -July 2024	2,032.28
08/09/2024	39816	WASTE CONNECTIONS OF CA INC	Clean Yard Waste	85.80
08/09/2024	39817	WESTERN SUPPLY INC	Wheel Weights for Cutaways & Stock	54.55

EL DORADO COUNTY TRANSIT AUTHORITY

Check Register

August 2024

Date	Num	Name	Memo	Amount
08/09/2024	39818	XEROX FINANCIAL SERVICES	Copier Lease Payment and Property Tax July 2024	509.44
08/19/2024	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE AUG. 16, 2024	3,966.63
08/19/2024	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	GASB 68 FEES	700.00
08/19/2024	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #17 CLASSIC	7,639.59
08/19/2024	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #17 PEPRA	14,682.83
08/19/2024	39819	.ALLEN, CYNTHIA	MY RIDE - JULY 2024	23.32
08/19/2024	39820	.BRACKETT, MICHELLE	MY RIDE - JULY 2024	234.50
08/19/2024	39821	.BURNS, ROBERTA	MY RIDE - JULY 2024	230.28
08/19/2024	39822	.CALDWELL, TISA	MY RIDE - JULY 2024	49.71
08/19/2024	39823	.CAMP, BETTY J	MY RIDE - JULY 2024	234.50
08/19/2024	39824	.CHRONISTER, RODNEY E	MY RIDE - JULY 2024	234.50
08/19/2024	39825	.CONLEY-WIDING, SEAN	MY RIDE - JUNE & JULY 2024	458.32
08/19/2024	39826	.COOK, VAUGHAN	MY RIDE - JULY 2024	234.50
08/19/2024	39827	.COOK, VERONICA	MY RIDE - JULY 2024	469.00
08/19/2024	39828	.COOPER, DEBBIE	MY RIDE - JULY 2024	150.01
08/19/2024	39829	.CROZIER, EILEEN JEAN	MY RIDE - JULY 2024	234.50
08/19/2024	39830	.DA COSTA, MONICA	MY RIDE - JULY 2024	234.50
08/19/2024	39831	.DAVIS, JANET	MY RIDE - JULY 2024	234.50
08/19/2024	39832	.DUPONT, MARTHA	MY RIDE - JUNE & JULY 2024	253.93
08/19/2024	39833	.EPPS, JOHNNA	MY RIDE - JULY 2024	687.69
08/19/2024	39834	.FICKLIN, LINDA	MY RIDE - JULY 2024	46.83
08/19/2024	39835	.FILIPPELLI, JEREMY	MY RIDE - JULY 2024	60.97
08/19/2024	39836	.GALVAN, ELAINE M	MY RIDE - JULY 2024	234.50
08/19/2024	39837	.GOODRICH, ROBERT	MY RIDE - JULY 2024	154.10
08/19/2024	39838	.GOODSPEED, DIANE CAROL	MY RIDE - JULY 2024	234.50
08/19/2024	39839	.GULARTE, LARA L	MY RIDE - JULY 2024	234.50
08/19/2024	39840	.HAYNIE, DIANA	MY RIDE - JULY 2024	58.96
08/19/2024	39841	.HEDGE, SAMANTHA	MY RIDE - JULY 2024	234.50
08/19/2024	39842	.HENDRIX, SUSAN L.	MY RIDE - JULY 2024	216.28
08/19/2024	39843	.KAMENA, DENISE	MY RIDE - JULY 2024	328.30
08/19/2024	39844	.KURTZ, STORM	MY RIDE - JULY 2024	234.50
08/19/2024	39845	.LEONARD, DONALD CHRISTOPHER	MY RIDE - JULY 2024	110.89
08/19/2024	39846	.LUO, LONGBAO	MY RIDE - JULY 2024	57.35
08/19/2024	39847	.MARTIN, LINA	MY RIDE - JUNE & JULY 2024	365.82
08/19/2024	39848	.MATZINGER, LINDA IOLEEN	MY RIDE - JULY 2024	154.03
08/19/2024	39849	.MILLER, DOREENE ELIZABETH	MY RIDE - JULY 2024	234.50
08/19/2024	39850	.MURRY, ALISHA	MY RIDE - JULY 2024	234.50
08/19/2024	39851	.NUNEZ, FERNANDO	MY RIDE - JULY 2024	234.50
08/19/2024	39852	.PARKER, KAREN	MY RIDE - JULY 2024	83.42
08/19/2024	39853	.ROGERS, TIMOTHY ALTON	MY RIDE - JULY 2024	58.94
08/19/2024	39854	.SHAWHAN, CHARLES	MY RIDE - JULY 2024	128.64
08/19/2024	39855	.SMITH, REBECCA	MY RIDE - JULY 2024	16.75
08/19/2024	39856	.SORACCO, MEGAN	MY RIDE - JULY 2024	41.54
08/19/2024	39857	.STOCKEL, ROBERT	MY RIDE - JULY 2024	234.50
08/19/2024	39858	.TODD, JANET C	MY RIDE - JULY 2024	469.80
08/19/2024	39859	.TVERETINOV, ARKADY	MY RIDE - JULY 2024	234.50
08/19/2024	39860	.VALENCIA, ROCHELLE	MY RIDE - JULY 2024	80.53
08/19/2024	39861	.VAN CLEAVE, MICHA	MY RIDE - JULY 2024	234.37
08/19/2024	39862	.WAHLGREN, ANNETTE	MY RIDE - JULY 2024	172.19
08/19/2024	39863	.WANG, YING	MY RIDE - JULY 2024	58.36
08/19/2024	39864	.WARMAN, SHIELA	MY RIDE - JULY 2024	181.03
08/19/2024	39865	.WOJAN, CYNTHIA J	MY RIDE - JULY 2024	74.17
08/19/2024	39866	.WOJAN, RONALD	MY RIDE - JULY 2024	11.06
08/19/2024	39867	.WOODS, ELIZABETH	MY RIDE - JULY 2024	234.50
08/19/2024	39868	.WORTHEN, DALE	MY RIDE - JULY 2024	223.11
08/19/2024	39869	49ER LIVE SCAN	Live Scan Fingerprinting	21.00
08/19/2024	39870	ACC BUSINESS	Fiber Internet -August 2024	85.87
08/19/2024	39871	ADM SCREENING	DOT Random Drug Screen	730.00
08/19/2024	39872	AFLAC	Employee Paid Premiums - August 2024	965.64
08/19/2024	39873	AMERICAN HERITAGE LIFE INSURANCE CO	Insurance Premiums - August 2024	29.10
08/19/2024	39874	EDC COMMUNITY DEVELOPMENT SERVICES	VOID:	0.00
08/19/2024	39875	EDC HHS-PUBLIC HEALTH DIVISION	TB Evaluations	72.00
08/19/2024	39876	EDWARDS, STEVENS & TUCKER LLP	General Legal Service	855.00
08/19/2024	39877	EL DORADO IRRIGATION DISTRICT	Water Service EDH P&R 6/01/23-8/05/24	128.80
08/19/2024	39878	ELK GROVE AUTO GROUP	2024 DODGE DURAGO VIN#54791	45,616.66
08/19/2024	39879	EMP. MISC. REIMBURSEMENT	Mileage Reimbursement	73.03
08/19/2024	39880	EMPLOYMENT DEVELOPMENT DEPARTMENT	UI Benefit Charges for 2nd QTR. 2024	5,947.13
08/19/2024	39881	KINETICO WATER OF PLACERVILLE	Drinking Water Service August 2024	42.90
08/19/2024	39882	MACLEOD WATTS INC	Actuarial Valuation of OPEB FY ending 06/30/23	6,500.00
08/19/2024	39883	PATTISON & ASSOCIATES, INC.	Appraisal of Ray Lawyer Park and Ride Lot	2,500.00
08/19/2024	39884	ROUTEMATCH SOFTWARE LLC	Quarterly Service Fees for RM Software	18,071.87
08/19/2024	39885	SMALL BUSINESS BENEFIT PLAN TRUST	Dental & Vision Premiums September 2024	3,045.00
08/19/2024	39886	SPECIAL DISTRICT RISK MANAGEMENT AUTH	Employee Assistance Program Benefits September 2024	169.32
08/19/2024	39887	SQUARERIGGER SOFTWARE	Annual Maintenance Agreement	2,250.00
08/19/2024	39888	SUN LIFE FINANCIAL	August 2024 Group Life & LTD Benefits	2,412.14

EL DORADO COUNTY TRANSIT AUTHORITY

Check Register

August 2024

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
08/19/2024	39889	UMPQUA BANK COMMERCIAL CARD OPS	Reconciled Visa Charges	8,392.43
08/19/2024	39890	WILKINSON PORTABLES INC	Portable Toilet - Cambridge P&R August 2024	170.00
08/19/2024	39891	EDC COMMUNITY DEVELOPMENT SERVICES	Hazardous Materials-Environ Mgmt Fees 24/25	351.00
				<u>359,755.48</u>
			Total	<u>359,755.48</u>

AGENDA ITEM 1 C
Consent Item

MEMORANDUM

DATE: October 3, 2024
TO: El Dorado County Transit Authority
FROM: Erik Bergren, Planning and Marketing Manager
SUBJECT: August 2024 Ridership Report

REQUESTED ACTION:

BY MOTION,

Receive and file the August 2024 Ridership Report

BACKGROUND

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

DISCUSSION

For the month of August 2024, ridership on local fixed routes and commuter routes continued to trend up while Demand Response had a slight decrease in ridership. Fiscal Year-to-date ridership was up 29% overall.

The attached August 2024 Ridership Report compares systemwide monthly passenger trips to the same period in the previous fiscal year. Overall ridership increased by 21.7% compared to the previous year. Demand Response ridership decreased by 3.3%, Local Fixed Route ridership increased by 14.1%, and Commuter ridership increased by 72.4%. This is the second month in a row commuter ridership increased over 70% compared to the previous year. Staff continues to closely monitor commuter ridership trends as State of California employees return to the office.

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.

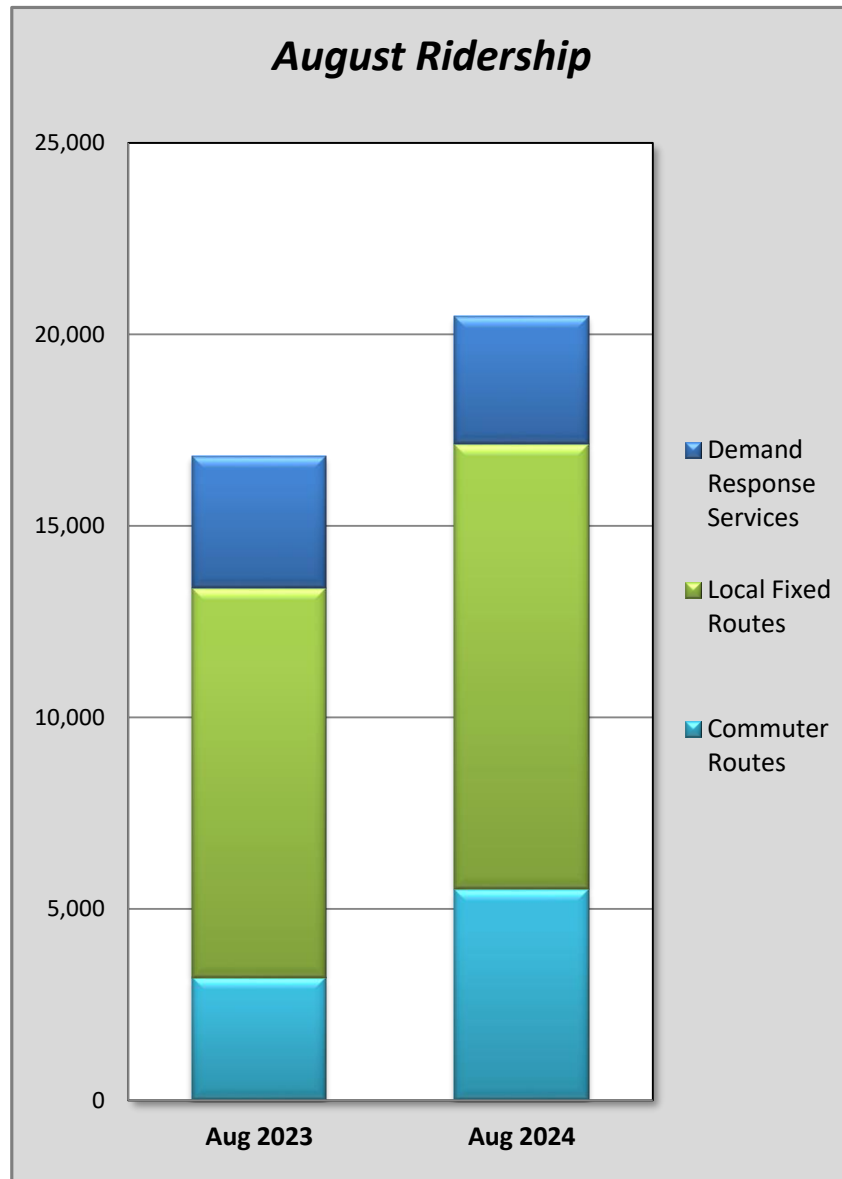
August 2024 Ridership Report

Demand Response Services	Aug 2023	Aug 2024	% Change
Dial-a-Ride	1,213	1,062	-12.4%
Sac-Med	40	40	0.0%
ADA Paratransit	286	237	-17.1%
M.O.R.E.*	799	773	-3.3%
Senior Day Care*	0	0	0.0%
My Ride	1,117	1,230	10.1%
Total Demand Response	3,455	3,342	-3.3%

Local Fixed Routes	Aug 2023	Aug 2024	% Change
20 - Placerville	1,529	1,434	-6.2%
25 - Saturday Express	0	436	0.0%
30 - Diamond Springs	1,217	1,466	20.5%
35 - Diamond Springs Saturday	0	142	0.0%
40 - Cameron Park	1,160	1,147	-1.1%
50x - 50 Express	4,764	5,352	12.3%
60 - Pollock Pines	1,498	1,627	8.6%
Total Local Fixed Routes	10,168	11,604	14.1%

Commuter Routes	Aug 2023	Aug 2024	% Change
Sacramento Commuter	2,357	4,512	91.4%
Reverse Commuter	33	39	18.2%
Sacramento/Tahoe Connector	813	972	19.6%
Total Commuter Routes	3,203	5,523	72.4%

	Aug 2023	Aug 2024	% Change
Systemwide	16,826	20,469	21.7%
Passengers per Revenue Hour	4.2	5.0	18.8%



*Contracted Services - Ridership Determined by Client Enrollment

Fiscal Year-to-Date Ridership Report

July - August

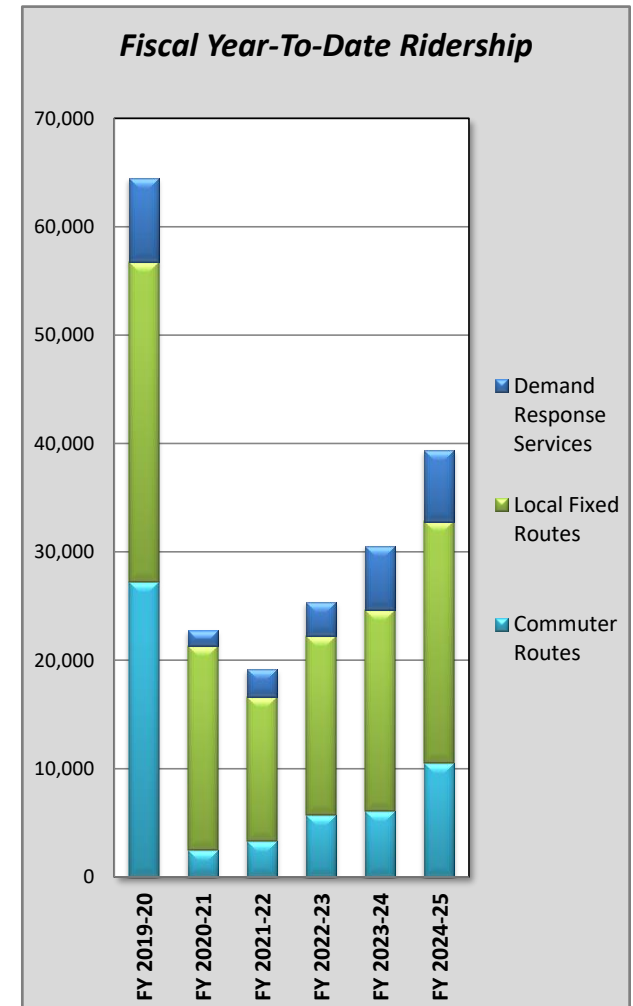


Demand Response Services	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	% Year Change
Dial-a-Ride	2,723	1,019	1,116	1,445	2,198	2,041	-7.1%
Sac-Med	53	26	44	34	69	89	29.0%
ADA Paratransit	134	204	458	450	474	509	7.4%
M.O.R.E.*	3,919	190	1,025	1,145	1,359	1,517	11.6%
Senior Day Care*	934	0	0	0	0	0	0.0%
My Ride	0	0	0	127	1,849	2,466	33.4%
Total Demand Response	7,763	1,439	2,643	3,201	5,949	6,622	11.3%

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	7,638	3,172	2,011	2,626	2,752	2,998	8.9%
25 - Saturday Express	895	603	551	0	0	725	100.0%
30 - Diamond Springs	4,375	1,905	1,394	1,860	2,136	2,653	24.2%
35 - Diamond Springs Saturday	271	144	162	0	0	236	100.0%
40 - Cameron Park	2,604	2,148	1,542	2,019	2,093	2,339	11.8%
50x - 50 Express	6,707	6,937	5,598	6,833	8,545	10,203	19.4%
60 - Pollock Pines	6,960	3,926	2,026	3,120	3,006	3,116	3.7%
Total Local Fixed Routes	29,450	18,835	13,284	16,458	18,532	22,270	20.2%

Commuter Routes	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	% Year Change
Sacramento Commuter	27,030	2,480	2,392	3,809	4,305	8,496	97.4%
Reverse Commuter	224	22	9	37	50	65	30.0%
Sacramento/Tahoe Connector	0	0	892	1,908	1,716	1,961	14.3%
Total Commuter Routes	27,254	2,502	3,293	5,754	6,071	10,522	73.3%

	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	% Year Change
Systemwide	64,467	22,776	19,220	25,413	30,552	39,414	29.0%
Passengers per Revenue Hour	7.3	4.0	3.3	4.5	4.1	4.6	12.9%



*Contracted Services - Ridership Determined by Client Enrollment

AGENDA ITEM 1 D
Consent Item

MEMORANDUM

DATE: October 3, 2024
TO: El Dorado County Transit Authority
FROM: Erik Bergren, Planning and Marketing Manager
SUBJECT: Vehicle Replacement Plan for Fiscal Years 2024/25 Through 2029/30

REQUESTED ACTION:

BY MOTION,

Approve Vehicle Replacement Plan for Fiscal Years 2024/25 through 2029/30

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) adopted the attached Vehicle Replacement Policy on August 7, 2014 based on Caltrans and Federal Transit Administration (FTA) guidelines. El Dorado Transit is required to utilize FTA guidelines for replacement vehicles purchased through FTA capital assistance grant programs. A copy of the Vehicle Replacement Policy is included for reference. This policy is critical for budget forecasting, vehicle inventory management and developing capital assistance grants.

DISCUSSION

The Replacement Plan for Fiscal Year (FY) 2024/25 through FY 2029/30 represents a plan for replacement of current fleet vehicles contingent upon available capital revenues and grant opportunities. The inclusion of Zero Emission Bus (ZEB) requirements will increase the estimated replacement costs for Local Fixed Route and Commuter buses. Zero emission cutaway buses and vans are still in development, and costs will be updated once available.

FISCAL IMPACT

The approximate replacement cost for anticipated vehicle purchases FY 2024/25 through FY 2029/30 is \$9,737,000 including a 3% annual cost escalator. Individual replacement projects are added to the CIP on an annual basis and brought before the Board for review and approval as needed.

PROPOSED VEHICLE REPLACEMENT PLAN
October 2024



Vehicle #	Vehicle Type	Vehicle Description	Vehicle		FY 2024/25	FY 2025/26	FY 2026/27	FY 2027/28	FY 2028/29	FY 2029/30
			Replacement Cost	Mileage as of 9/6/24						
Staff Vehicles										
0702	Dodge Dakota	Maint Vehicle	\$45,000	86,442						
M-7055	Ford Box Van	Maint Vehicle	\$50,000	31,914						
1608	Ford Cmax	5 psgr staff car	\$25,000	57,614						
1609	Ford Cmax	5 psgr staff car	\$25,000	62,906						
1610	Ford Cmax	5 psgr staff car	\$25,000	67,516						
1611	Ford Cmax	5 psgr staff car	\$25,000	60,131						
1707	Chevy Traverse	7 psgr staff car	\$35,000	27,987						
2301	Dodge Ram Truck	Maint Vehicle	\$45,000	1,304						
2401	Toyota Corolla	5 psgr staff car	\$25,000	824						
2402	Dodge Durango	5 psgr staff car	\$35,000	55						
Demand Response Vans										
1501	Dodge Caravan	3 psgr minivan	\$95,000	239,461	X					
1502	Dodge Caravan	3 psgr minivan	\$95,000	145,083	X					
1503	Dodge Caravan	3 psgr minivan	\$95,000	105,895	X					
1504	Dodge Caravan	3 psgr minivan	\$95,000	106,659	X					
1907	Dodge Caravan	3 psgr minivan	\$95,000	115,397				X		
1908	Dodge Caravan	3 psgr minivan	\$95,000	130,255				X		
1909	Dodge Caravan	3 psgr minivan	\$95,000	125,960				X		
1910	Dodge Caravan	3 psgr minivan	\$95,000	48,982				X		
1911	Dodge Caravan	3 psgr minivan	\$95,000	41,954				X		
2201	Ford Transit Van	8 psgr van	\$95,000	12,846						
Demand Response Buses										
1601	Ford Cutaway	26 psgr bus	\$140,000	95,306			X			
1602	Ford Cutaway	26 psgr bus	\$140,000	145,065			X			
1603	Ford Cutaway	26 psgr bus	\$140,000	196,612			X			
1604	Ford Cutaway	26 psgr bus	\$140,000	112,730			X			
1605	Ford Cutaway	26 psgr bus	\$140,000	120,549			X			
1607	Ford Cutaway	26 psgr bus	\$140,000	85,147			X			
1901	Ford Cutaway	20 psgr bus	\$140,000	8,294						
1902	Ford Cutaway	20 psgr bus	\$140,000	8,095						
1903	Ford Cutaway	20 psgr bus	\$140,000	6,915						
1904	Ford Cutaway	20 psgr bus	\$140,000	6,846						
1905	Ford Cutaway	20 psgr bus	\$140,000	6,874						
1906	Ford Cutaway	26 psgr bus	\$140,000	10,670						
Motor Buses - Local Fixed Route										
0606	Blue Bird Xcel 37	37 psgr bus	\$900,000	257,781	X					
0607	Blue Bird Xcel 37	37 psgr bus	\$900,000	357,372	X					
1701	Gillig 35' Low Floor	31 psgr bus	\$900,000	355,184						
1702	Gillig 35' Low Floor	31 psgr bus	\$900,000	357,858						
1703	Gillig 35' Low Floor	31 psgr bus	\$900,000	181,458						
1704	Gillig 35' Low Floor	31 psgr bus	\$900,000	348,581						
1705	Gillig 35' Low Floor	31 psgr bus	\$900,000	375,263						
1706	Gillig 35' Low Floor	31 psgr bus	\$900,000	363,738						
2001	Gillig 35' Low Floor	31 psgr bus	\$900,000	197,547						
2002	Gillig 35' Low Floor	31 psgr bus	\$900,000	178,985						
2003	Gillig 35' Low Floor	31 psgr bus	\$900,000	196,819						
2004	Gillig 35' Low Floor	31 psgr bus	\$900,000	182,866						
Commuter Buses										
1001	MCI D4500	57 psgr bus	\$1,000,000	398,194			X			
1002	MCI D4500	57 psgr bus	\$1,000,000	396,557			X			
1003	MCI D4500	57 psgr bus	\$1,000,000	402,105			X			
1004	MCI D4500	57 psgr bus	\$1,000,000	347,572			X			
1005	MCI D4500	57 psgr bus	\$1,000,000	380,492			X			
1006	MCI D4500	57 psgr bus	\$1,000,000	448,037			X			
1007	MCI D4500	57 psgr bus	\$1,000,000	417,990			X			
1008	MCI D4500	57 psgr bus	\$1,000,000	387,116			X			
1009	MCI D4500	57 psgr bus	\$1,000,000	454,550			X			
1202	MCI D4500	57 psgr bus	\$1,000,000	293,059					X	
1401	MCI D4500	57 psgr bus	\$1,000,000	251,590						
1801	MCI D4500	57 psgr bus	\$1,000,000	248,341						
1802	MCI D4500	57 psgr bus	\$1,000,000	222,003						
1803	MCI D4500	57 psgr bus	\$1,000,000	150,159						
1804	MCI D4500	57 psgr bus	\$1,000,000	142,764						
1805	MCI D4500	57 psgr bus	\$1,000,000	205,793						

EL DORADO COUNTY TRANSIT AUTHORITY

Subject	Policy Number	Date Adopted
Vehicle Replacement Policy	B-3	Revised August 7, 2014 Initial February 6, 1997

VEHICLE REPLACEMENT POLICY

1.0 INTRODUCTION

Designation and disposition of vehicles past Useful Life are regulated by both the Federal Transit Administration (FTA) and the El Dorado County Transit Authority (El Dorado Transit) when either has contributed a portion to the cost of a vehicle. FTA Grant Management Guidelines C5010.1C contains federal rules for determining the eligibility and disposition of vehicles. Useful Life is defined by the FTA based on mileage or period of time federally purchased assets are expected to remain in public transportation service. Public transit vehicles past Useful Life are eligible for replacement under federal regulations.

1.01 Purpose

- (a) Update the El Dorado County Transit Authority (Board) policy of Useful Life standards; and
- (b) Develop local Useful Life standards that align with FTA Useful Life standards; and
- (c) Ensure mandatory compliance for asset/vehicle replacement with regard to capital assets purchased with federal funds.

2.00 Useful Life Policy

Adopt the following Federal Transit Administration (FTA) Rules for Useful Life Cycle (Source: www.fta.com Grant Management Guidelines C 5010.1C) as the Local Vehicle Replacement Policy.

Vehicle Replacement Policy for El Dorado County Transit Authority

Category	Length	Approx. GWW*	Seats	Average Cost	Years	Miles
Heavy-Duty Large Bus	35 to 48 ft	33,000 to 40,000	27 +	\$325,000 to over \$600,000	12	500,000
Heavy-Duty Small Bus	30 ft	26,000 to 33,000	26 to 35	\$200,000 to \$325,000	10	350,000
Med-Duty and Purpose-Built Bus	30 ft	16,000 to 26,000	22 to 30	\$75,000 to \$175,000	7	200,000
Light-Duty Small Bus	25 to 35 ft	10,000 to 16,000	16 to 25	\$50,000 to \$65,000	5	150,000
Light-Duty Small Bus, Cutaways and Modified Van	16 to 28 ft	6,000 to 14,000	10 to 22	\$30,000 to \$40,000	4	100,000

*Gross Vehicle Weight

2.01 Responsibilities

2.01.1 Board of Directors

The El Dorado County Transit Authority Board of Directors shall:

- (a) Adopt Useful Life policy that complies with the federally mandated Useful Life policy for disposition of capital assets acquired by or with contributions from federal funds; and
- (b) Adopt a local Useful Life policy that aligns with federal Useful Life policy; and
- (c) Adopt rules and procedures for disposing of federally-funded capital assets beyond their Useful Life (“surplus”) in an open public process that meets local, state and federal laws, rules and requirements.

2.01.2 Executive Director

The Executive Director or his/her designee is responsible for managing the Useful Life policy, as follows.

- (a) Plan for vehicle replacement to maintain active inventory and a back-up or spare ratio to support continuation of on-going delivery of public transportation; and
- (b) Submit appropriate vehicles that meet criteria of beyond Useful Life to Board for surplus designation; and
- (c) Exempt certain surplus vehicles from donation if necessary for ongoing maintenance to support active fleet vehicles; and

- (d) Develop procedures for submitting multiple year replacement plans for Board approval; and
- (e) Develop procedures for surplus vehicle disposition under Board policy; and
- (e) Execute and maintain documentation related to Useful Life vehicle maintenance; disposition; transfer, etc..

2.01.3 Employees

All employees should review and understand this Policy.

4.00 EFFECTIVE DATE

This Policy shall be effective upon its adoption and shall supersede all prior policies, amendments, letters of intent, or positions of El Dorado Transit on this subject.

4.01 Board Resolutions

Resolution Number	Date Board Approved
Resolution No. 14-16	August 7, 2014

AGENDA ITEM 1 E
Consent Item

MEMORANDUM

DATE: October 3, 2024
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Transportation Development Act Claim for Fiscal Year
2023/24 State of Good Repair Allocation

REQUESTED ACTION:
BY MOTION,

**Adopt Resolution No. 24-22 Authorizing the Executive Director to
claim Transportation Development Act claim for Fiscal Year 2023/24
State of Good Repair funds**

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) operates in part with funding from the Transportation Development Act (TDA) which includes the Local Transportation Fund (LTF) and State Transit Assistance (STA) and the recently enacted State of Good Repair (SGR) funds. The SGR funds are from a portion of the Transportation Improvement Fee created from State Bill (SB) 1, the Road Repair and Accountability Act of 2017.

DISCUSSION

El Dorado Transit has prepared a claim for \$315,003.80 for Fiscal Year (FY) 2023/24 Transportation Development Act State of Good Repair funds based on the allocation and interest earned as provided by the El Dorado County Transportation Commission (EDCTC). The complete SGR claim packet is available for review during regular business hours at the El Dorado Transit office – 6565 Commerce Way, Diamond Springs, CA.

FISCAL IMPACT

The requested \$309,544 in principal and \$5,459.80 interest has been adjusted for the financial and compliance audit being held October 7th through the 11th, 2024.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 24-22**

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) STATE OF GOOD
REPAIR (SGR) FUNDS

WHEREAS, the El Dorado County Transit Authority intends to use its TDA SGR 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 SGR per Sections 99313 and 99314 funding for transit services for fiscal year 2023/24 as follows:

Bus Parking Lot Rehabilitation	\$309,544.00
Interest Earned	\$ 5,459.80

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board, held on the 3rd day of October, 2024 by the following vote of said Board:

AYES: NOES: ABSTAIN: ABSENT:

George Turnboo, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

AGENDA ITEM 1 F
Consent Item

MEMORANDUM

DATE: **October 3, 2024**

TO: **El Dorado County Transit Authority**

FROM: **Maria Harris, Human Resources Manager**

SUBJECT: **Workers Compensation Trending Report**

REQUESTED ACTION:
BY MOTION,
 Receive and File Only

BACKGROUND

Through its membership in the Special Districts Risk Management Authority (SDRMA) Workers' Compensation Insurance Pool (Self-Insurance Program), El Dorado County Transit Authority (Transit) partners with SDRMA, to administer all claims management which are now managed in-house by their highly experienced claims specialists. Previously administered by Sedgwick and later Intercare, SDRMA's direct management aims to ensure efficient and streamlined handling of all workers' compensation claims.

Beginning in 2017, Transit began reviewing workers compensation trends for the previous years to develop strategies in maintaining a safe workplace and improving risk management. SDRMA prepares the annual report that provides an assessment of all claims from the previous five (5) fiscal years.

DISCUSSION

The Workers' Compensation Trending Report (Report) for Transit provides a comprehensive analysis of workers' compensation claims over the past five fiscal years. It identifies key trends and patterns, offering valuable insights into claim frequency, severity, causes, department impacts, and outcomes. The Report is designed to give Transit a clear understanding of its workers' compensation landscape while highlighting opportunities to enhance workplace safety, risk mitigation, and employee well-being.

The Report reveals a sustained downward trend in claims filed over the past four fiscal years. Importantly, it indicates no significant areas of concern for potential hazards. Consistent claims management efforts, including an effective return-to-work program, have successfully reduced the amount paid out in claims by minimizing lost workdays. As a standard procedure, staff

evaluates any work restrictions after an industrial injury and accommodates the employee's return to work as quickly as possible.

By proactively addressing these trends and implementing strategic actions, Transit can continue to cultivate a safer, more productive work environment, reinforcing its commitment to the well-being and success of its workforce. El Dorado Transit remains dedicated to educating staff on industry trends and maintaining a responsive approach to claims, further reducing costs.

FISCAL IMPACT

None



El Dorado County Transit Authority Workers' Compensation Trending Report

Fiscal Years 2020 - 2024

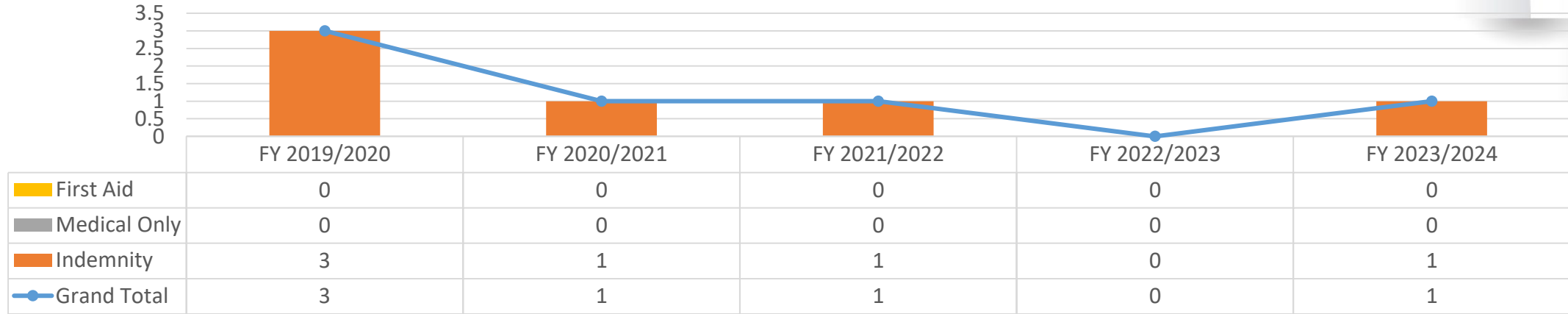
Presented by:

²⁶ Danielle Buri-Beaton, SVP Client Services Division

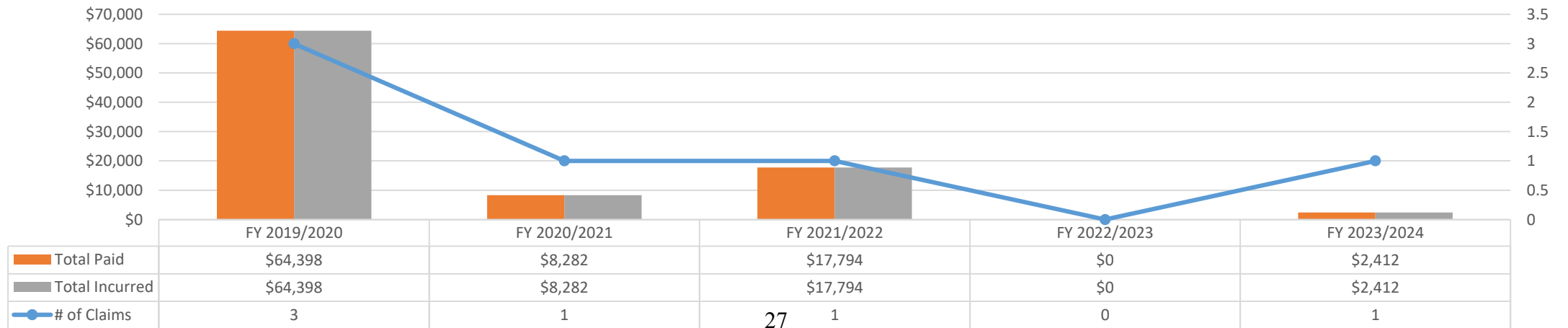
El Dorado County Transit Authority - Workers' Compensation Trending Report

Fiscal Years 2020 - 2024

Claim Type By Fiscal Year of Injury valued as of 6/30/24



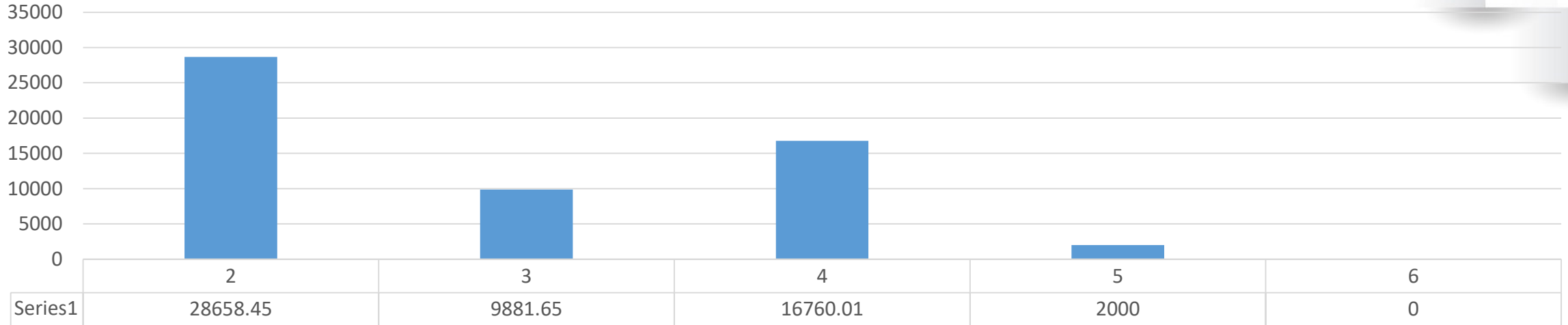
Total Paid and Incurred by Fiscal Year of Injury valued as of 6/30/24



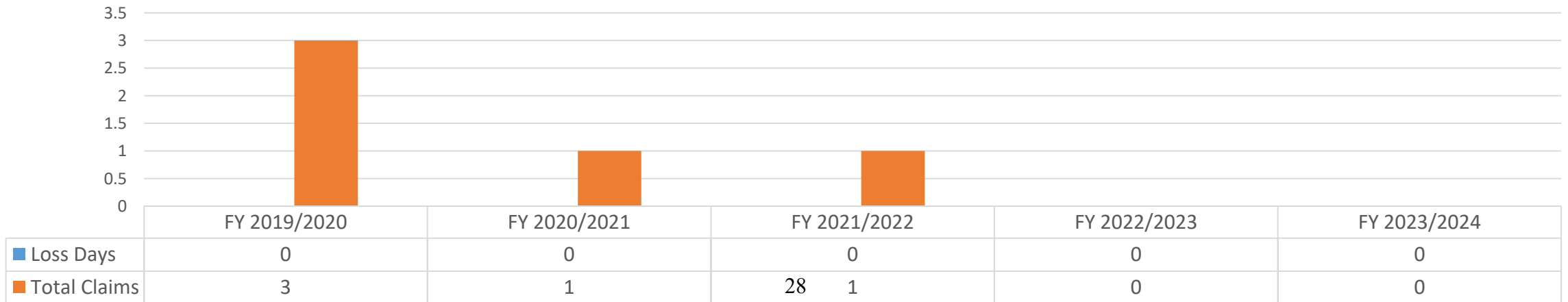
El Dorado County Transit Authority - Workers' Compensation Trending Report

Fiscal Years 2020 - 2024

Total Temporary Indemnity Paid During Fiscal Year Regardless of Injury Date

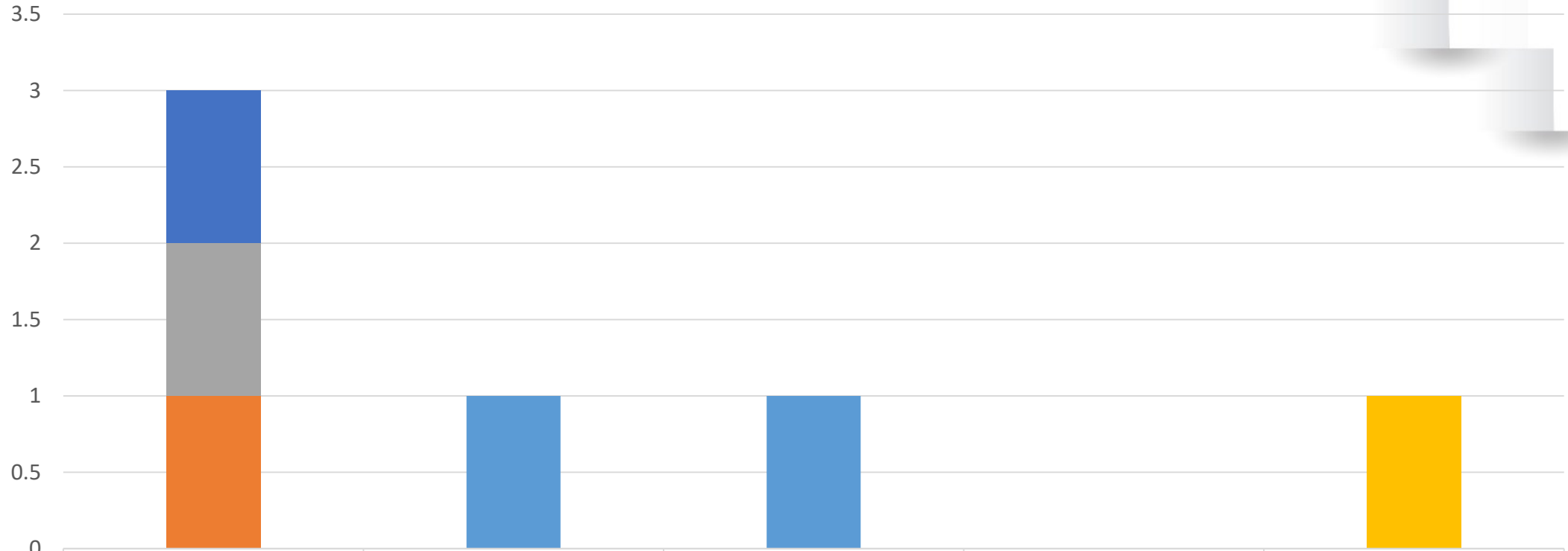


Loss Days for Injuries within Fiscal Year



El Dorado County Transit Authority – Frequency by Body Part

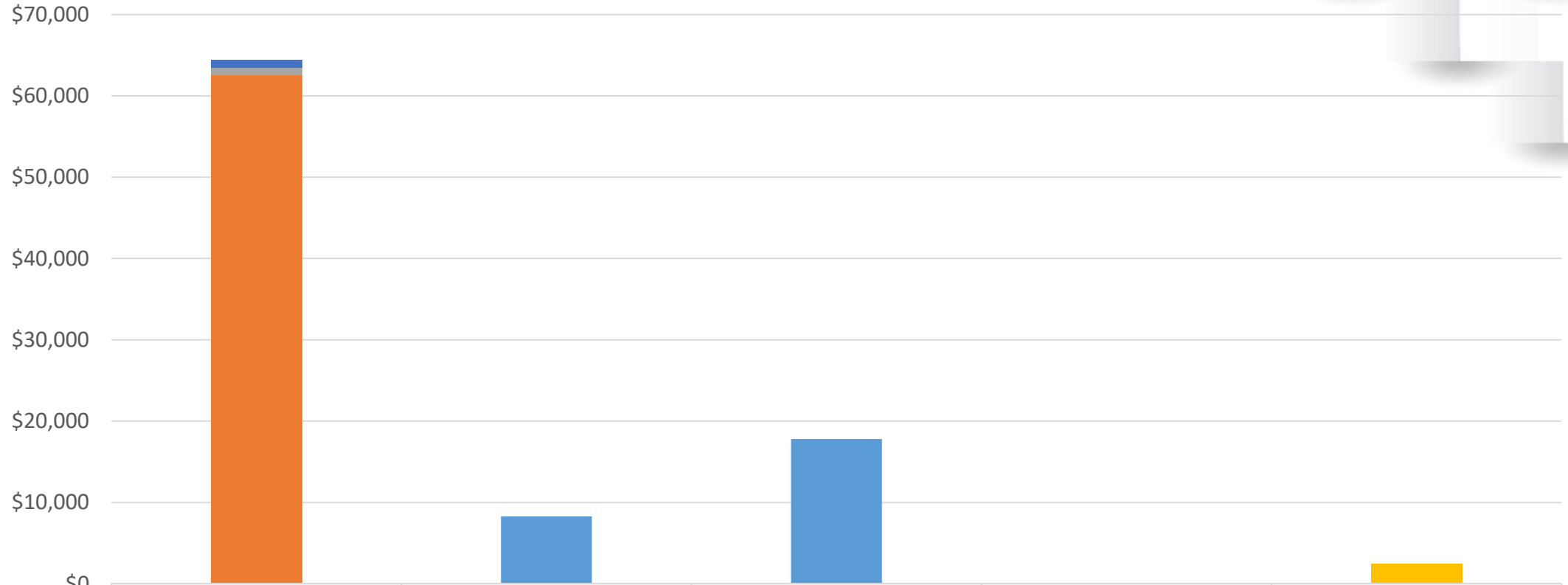
Fiscal Years 2020 - 2024



	FY 2019/2020	FY 2020/2021	FY 2021/2022	FY 2022/2023	FY 2023/2024
■ Buttocks	1	0	0	0	0
■ Foot	0	0	0	0	1
■ Heart	1	0	0	0	0
■ Multiple Body Parts	1	0	0	0	0
■ Shoulders	0	1	1	0	0

El Dorado County Transit Authority – Severity by Body Part

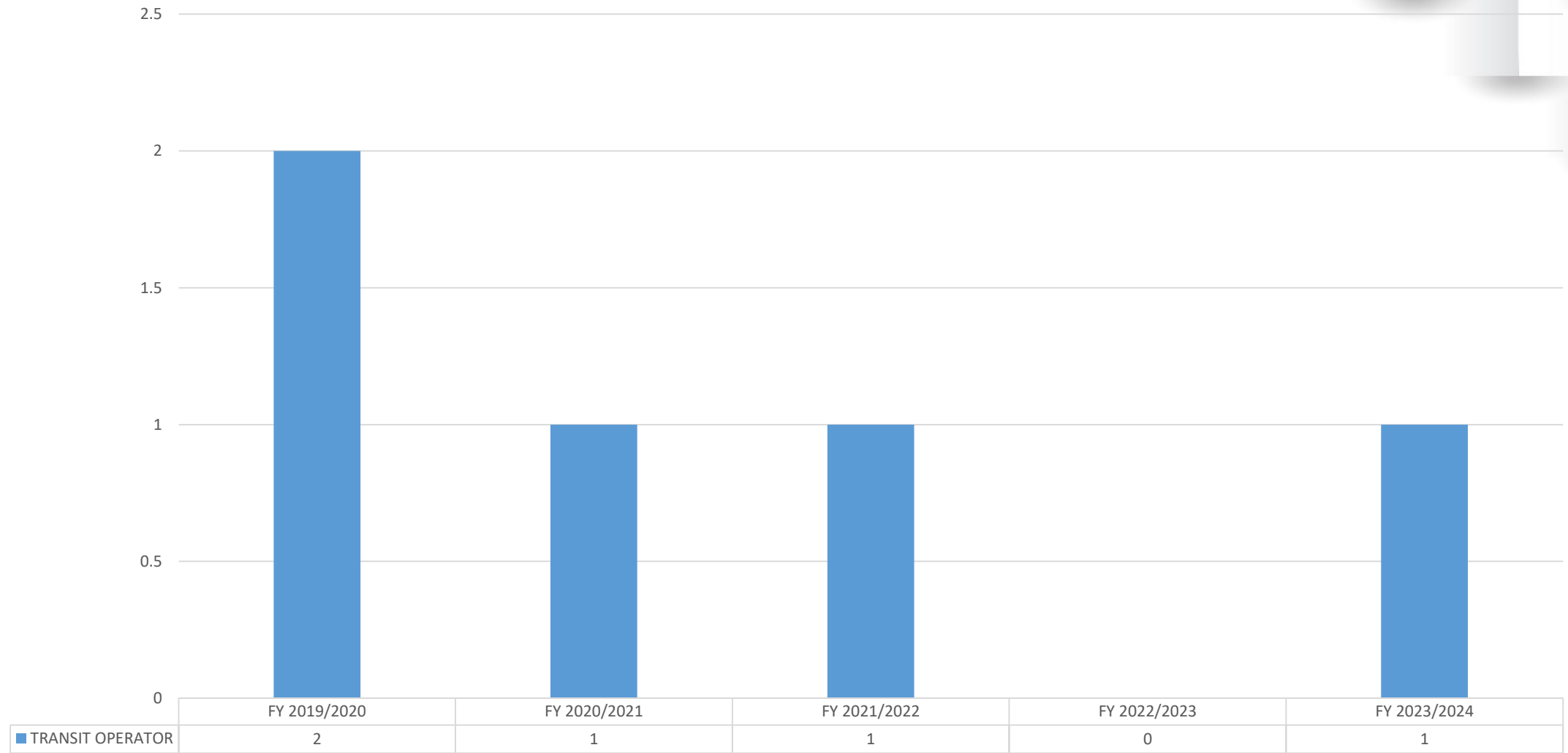
Fiscal Years 2020 - 2024



	FY 2019/2020	FY 2020/2021	FY 2021/2022	FY 2022/2023	FY 2023/2024
■ Buttocks	\$926	\$0	\$0	\$0	\$0
■ Foot	\$0	\$0	\$0	\$0	\$2,412
■ Heart	\$954	\$0	\$0	\$0	\$0
■ Multiple Body Parts	\$62,518	\$0	\$0	\$0	\$0
■ Shoulders	\$0	\$8,282	30 \$17,794	\$0	\$0

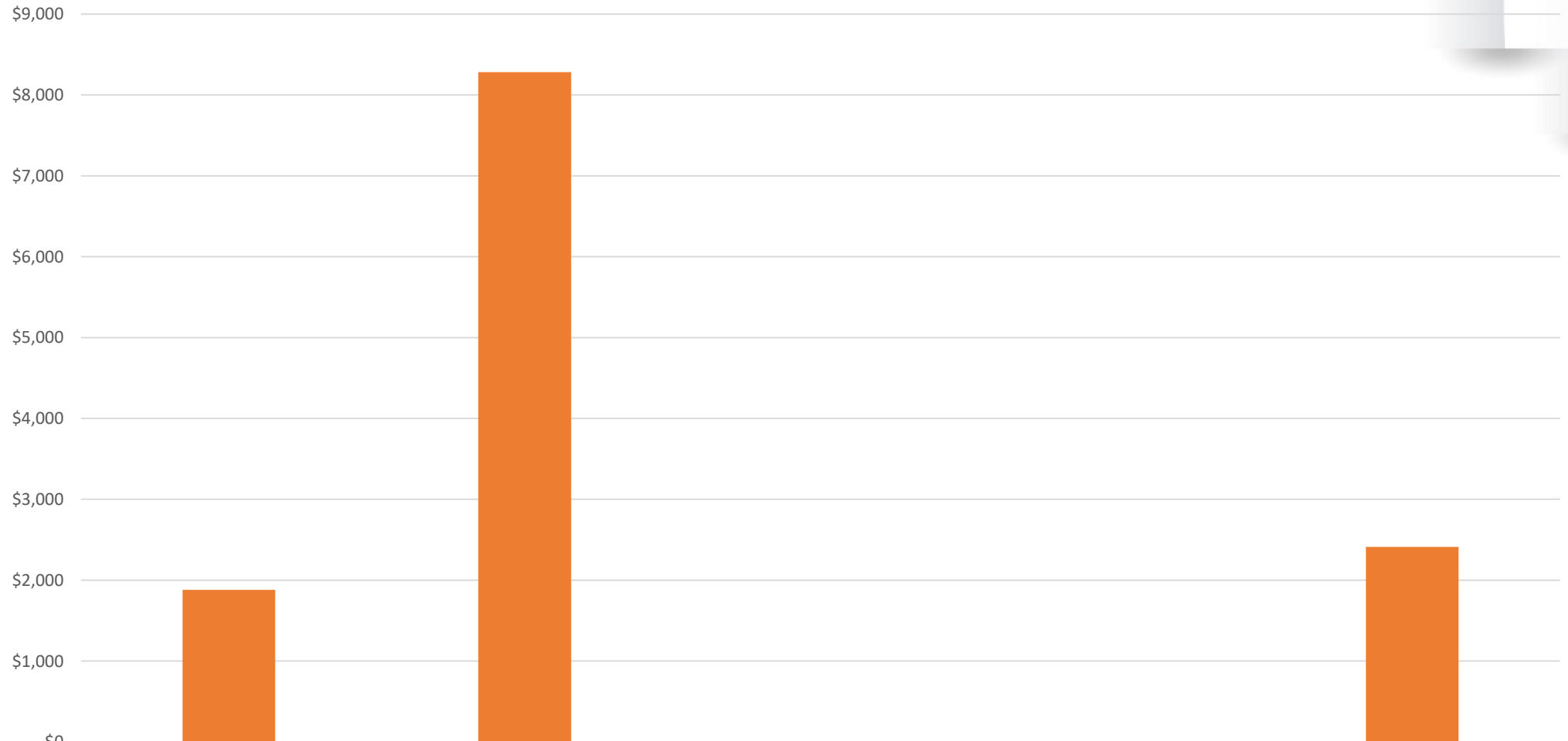
El Dorado County Transit Authority – Frequency by Occupation

Fiscal Years 2020 - 2024



El Dorado County Transit Authority – Severity by Occupation

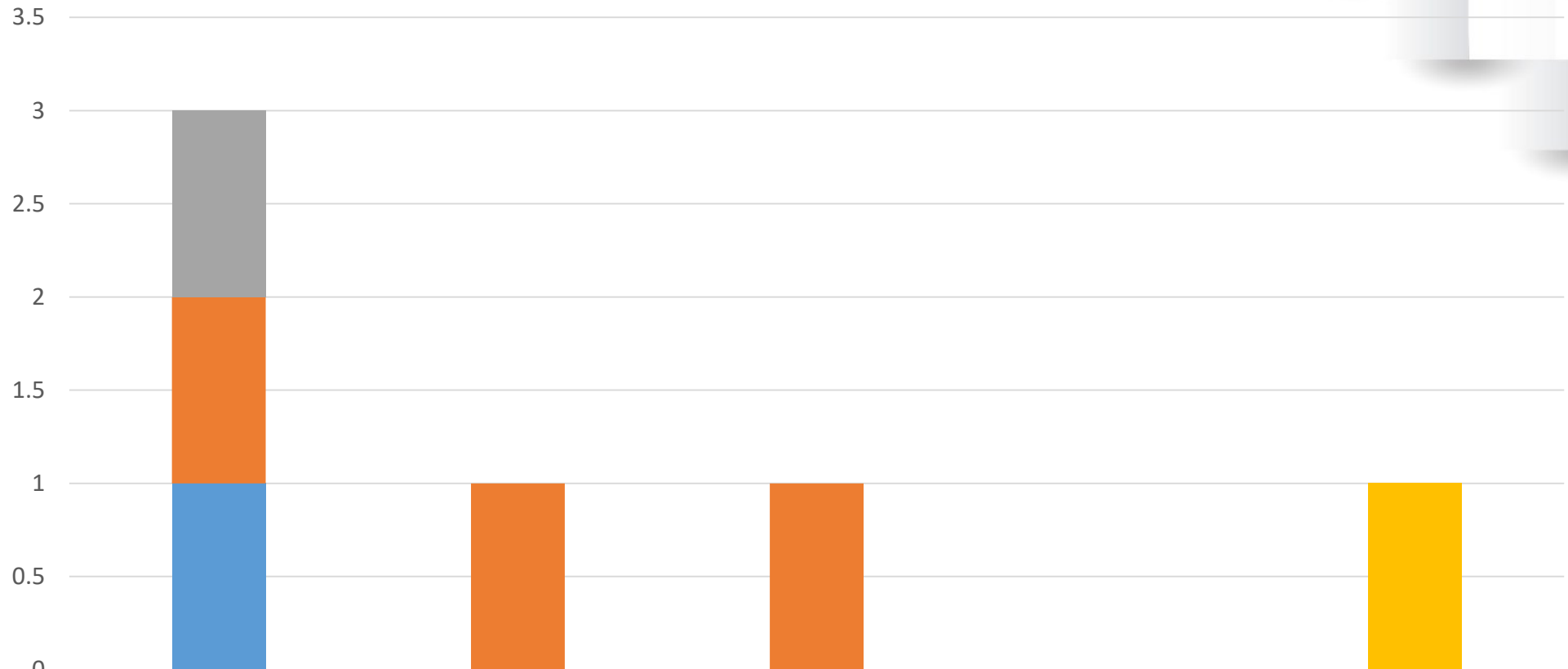
Fiscal Years 2020 - 2024



	FY 2019/2020	FY 2020/2021	FY 2021/2022	FY 2022/2023	FY 2023/2024
TRANSIT OPERATOR	\$1,880	\$8,282	\$0	\$0	\$2,412

El Dorado County Transit Authority – Frequency by Nature

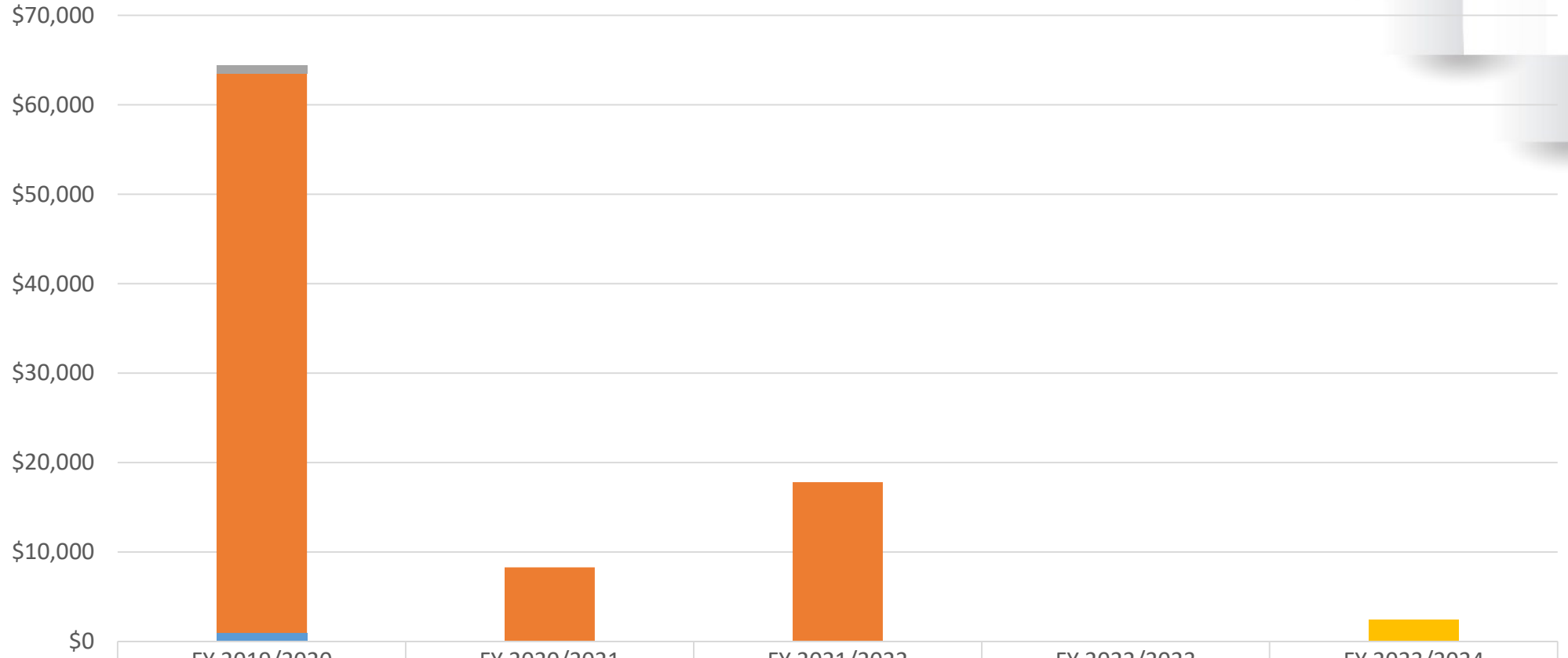
Fiscal Years 2020 - 2024



	FY 2019/2020	FY 2020/2021	FY 2021/2022	FY 2022/2023	FY 2023/2024
All Other Specific Injuries, NOC	0	0	0	0	1
Inflammation	1	0	0	0	0
Strain	1	1	1	0	0
Vascular	1	0	0	0	0

El Dorado County Transit Authority – Severity by Nature

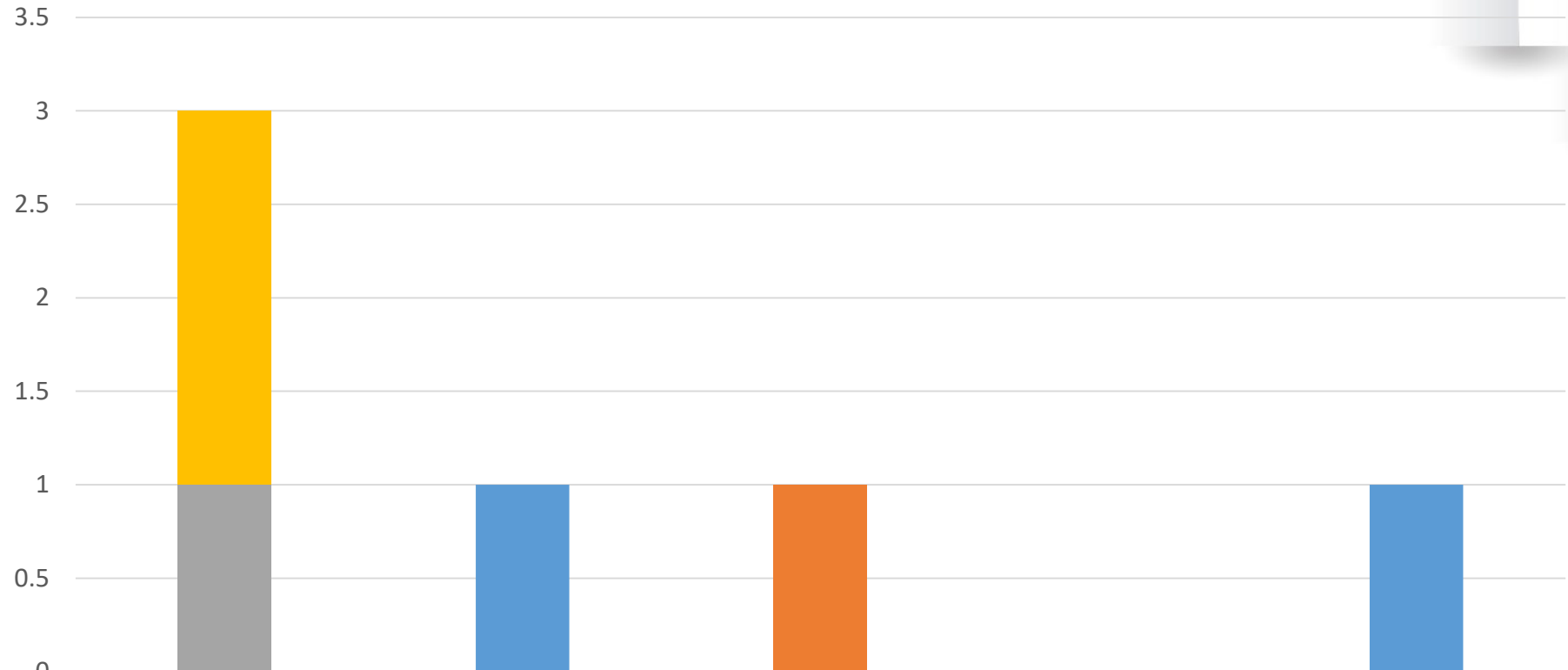
Fiscal Years 2020 - 2024



	FY 2019/2020	FY 2020/2021	FY 2021/2022	FY 2022/2023	FY 2023/2024
All Other Specific Injuries, NOC	\$0	\$0	\$0	\$0	\$2,412
Inflammation	\$926	\$0	\$0	\$0	\$0
Strain	\$62,518	\$8,282	\$17,794	\$0	\$0
Vascular	\$954	\$0	\$0	\$0	\$0

El Dorado County Transit Authority – Frequency by Cause

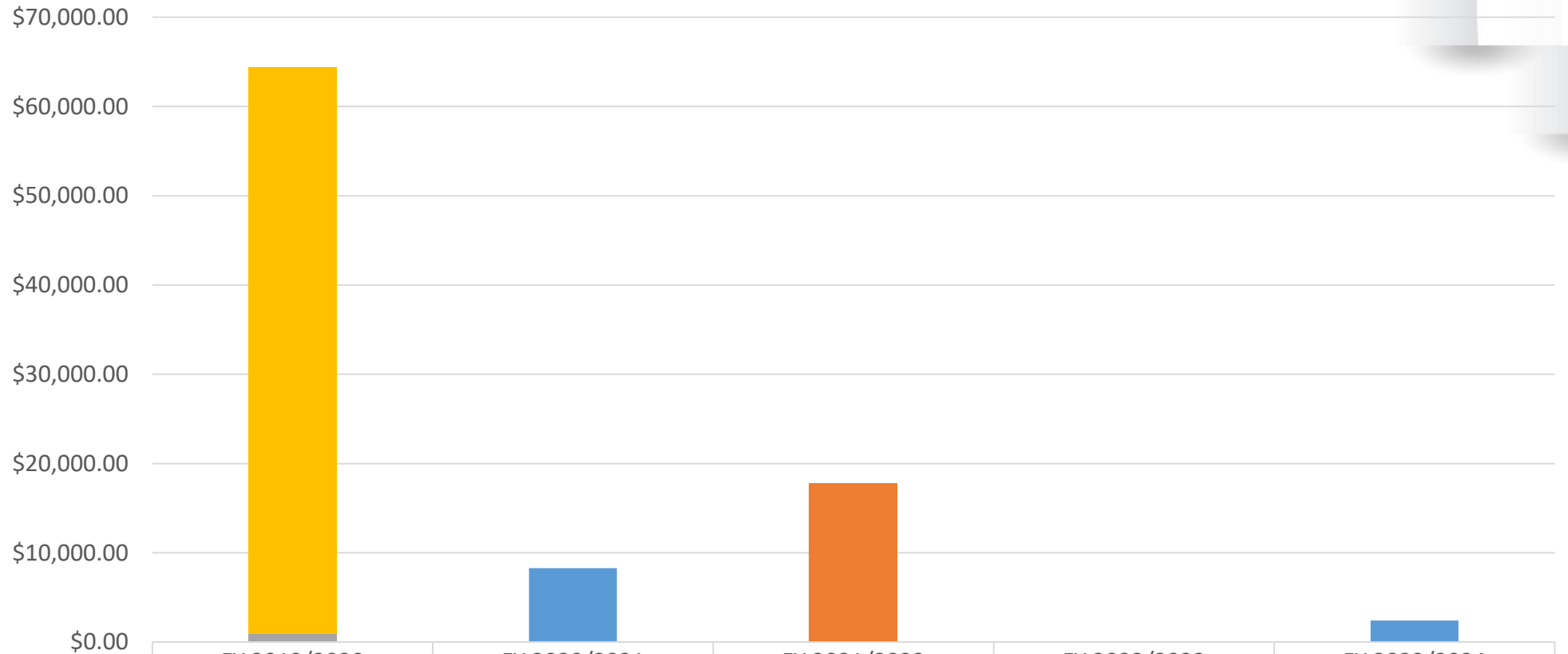
Fiscal Years 2020 - 2024



	FY 2019/2020	FY 2020/2021	FY 2021/2022	FY 2022/2023	FY 2023/2024
Cumulative, NOC	2	0	0	0	0
Other than Physical Cause of Injury	1	0	0	0	0
Pushing or Pulling	0	0	1	0	0
Strain or Injury, NOC	0	1	0	0	1

El Dorado County Transit Authority - Workers' Compensation Trending Report

Fiscal Years 2020 - 2024



	FY 2019/2020	FY 2020/2021	FY 2021/2022	FY 2022/2023	FY 2023/2024
■ Cumulative, NOC	\$63,444.24	\$0.00	\$0.00	\$0.00	\$0.00
■ Other than Physical Cause of Injury	\$953.54	\$0.00	\$0.00	\$0.00	\$0.00
■ Pushing or Pulling	\$0.00	\$0.00	\$17,793.87	\$0.00	\$0.00
■ Strain or Injury, NOC	\$0.00	\$8,281.76	\$0.00	\$0.00	\$2,411.56

El Dorado County Transit Authority - Workers' Compensation Trending Report

All Claims Reported FY 2020-2024 valued as of 6/30/24

Claim	Description	Loss Date	Status	Paid	Incurred
SDWA-561026	Employee is reporting cumulative trauma to his back	09/21/2018	Open	\$0.00	\$48,445.00
SDWA-561419	Employee was pushing a grocery cart and felt pain	10/07/2020	Closed	\$8,281.76	\$8,281.76
SDWA-600239	Employee was pulling on compartment door of engine	10/22/2021	Closed	\$17,793.87	\$17,793.87
SDWA-561221	Employee has worsened neck and low back injuries	04/15/2020	Closed	\$62,518.18	\$62,518.18
23-170543	Employee claims to have pain in right foot/ankle due to driving	10/02/2023	Closed	\$2,411.56	\$2,411.56
SDWA-561188	Employee is reporting pain in his right buttocks	08/01/2019	Closed	\$926.06	\$926.06

AGENDA ITEM 1 G
Consent Item

MEMORANDUM

DATE: October 3, 2024

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: California Employer's Retiree Benefit Trust Program (CERBT) Funding for Other Post-Employment Benefits (OPEB) Funding

REQUESTED ACTION:
BY MOTION,

- 1. Accept Actuarial Valuation of Other Post-Employee Benefit Program for fiscal year ending June 30, 2023**
- 2. Adopt Resolution No. 24-23 approving the pre-fund amount in the California Employer's Retiree Benefit Trust Program (CERBT)**
- 3. Authorize Executive Director to execute all documents necessary for continued participation**

BACKGROUND

In July 2004, the Governmental Accounting Standards Board (GASB) issued GASB Statement No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pension*. GASB 45 mandates disclosure of Other Post-Employment Benefits (OPEB) liabilities for public employees. OPEB may include retiree benefits such as medical, dental, prescription drug, vision, and life insurance plans. GASB 45 establishes a standard for measuring and reporting the liability of retirement benefits other than pensions; however, it does not require funding the liability.

In June 2015, GASB issued Statement No. 75 replacing Statements No. 45 and 57. The basis point of GASB No. 75 expands the financial statement disclosures to ten (10) years and changed the measurement dates. Currently there are three (3) years of calculations available and will be reported by El Dorado Transit.

During Fiscal Year (FY) 2007/08 El Dorado Transit contracted with California Public Employers' Retirement System (CalPERS) to provide cost effective medical insurance for the unrepresented employee group. CalPERS contractually requires El Dorado Transit to contribute an amount towards the cost of retiree medical coverage as a condition of participating in the CalPERS medical plans. The monthly cost to the agency is currently at the lowest level possible at \$133.45 per eligible retiree. This contribution is based on a formula and increases a modest amount each year.

On August 5, 2010, the Board adopted resolution 10-10 to pre-fund the OPEB future liability by placing assets in the CERBT program to allow for a manageable dollar amount to be budgeted each year for contributions to build reserves and earn interest to offset the cost of the program.

In March 2011, the CalPERS Board approved a change to the classes in which assets of the CERBT are invested in public market securities. The Executive Director approved the development of the actuarial valuation based on “Strategy 1” which is the class most similar to the strategy previously chosen by the Board and the class El Dorado Transit is currently participating in.

DISCUSSION

The El Dorado Transit continuing retiree health plan allows eligible retirees to enroll in the agency group medical plan through CalPERS at the time of their separation or at any subsequent open enrollment period. The plan includes only medical insurance coverage excluding other possible retiree benefits e.g., dental, vision, etc. Since the plan’s inception in 2007, five (5) eligible participants have elected coverage; however, seven (7) retirees remain eligible and may enroll during future enrollment period. There are twenty-three (23) current employees who are qualified, of which six (6) may retire within the next five (5) years. These employees have the option to continue their medical coverage under this plan.

Actuarial valuations are used as a method of qualifying the changing conditions of an agency’s workforce that impact the annual cost of OPEB obligations and future potential liabilities. CalPERS requires an actuarial valuation every two (2) years under the CERBT pooling program.

El Dorado Transit contracted MacLeod Watts to complete an actuarial valuation of other post-employment benefits to capture and report the current and future potential liabilities of this benefit. This report provides statistics as of July 1, 2021, for the years ending June 30, 2022, June 30, 2023, and June 30, 2024.

The El Dorado County Transit Authority GASB 75 Actuarial Report Measured as of June 30, 2022, for Fiscal Year End June 30, 2023, Financial Reporting, represents the CERBT Trust is in a surplus position as of the June 30, 2023, valuation date.

As discussed in the Actuarial Report, El Dorado Transit is currently using the “Pay-As-You-Go” method for five (5) retirees currently enrolled. The total of those expenses for FY 2023/24 equaled \$7,733.

Staff is recommending the acceptance of the Report as presented and the continued “Pay-As-You-Go” methodology, covering current retirees, for fiscal years 2024/25 and 2025/26.

A copy of the CERBT Valuation Packet has been included to verify funding recommendations.

The full actuarial document is available upon request.

FISCAL IMPACT

The projected actuarial expense for FY 2023/24 of \$24,911, FY 2024/25 of \$35,130 and FY 2025/26 of \$36,543 totaling \$96,584 to capture all years.

Costs for FY 2023/24 and FY 2024/25 are included in the adopted budget. Costs for additional fiscal years are represented. Detailed funding information can be found on page 23 of the actuarial report.

Fiscal Year 2024/25 Mid-Year Budget		<u>Estimate</u>	<u>Budgeted</u>
4000.00	Local Transportation Fund (LTF)	\$60,041	
5020.02	OPEB Pre-fund (FY 2023/24)		\$24,911
5020.02	OPEB Pre-fund (FY 2024/25)		\$35,130

Fiscal Year 2025/26 Estimated Budget

4000.00	Local Transportation Fund (LTF)	\$36,543	
5020.02	OPEB Pre-fund		\$36,543

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 24-23**

RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY
TRANSIT AUTHORITY ADOPTING PRE-FUNDING FOR OTHER POST
EMPLOYMENT BENEFITS ADMINISTERED BY THE CALIFORNIA
EMPLOYERS' RETIREE BENEFITS TRUST FOR PRE-FUNDED ACCOUNTS

WHEREAS, Governmental Standards Board Statement Number 45/75, dealing with Other Post-Employment Benefits (OPEB), requires that governments report the annual cost of OPEB and the unfunded actuarial accrued liabilities for past service costs; and

WHEREAS, the El Dorado County Transit Authority (El Dorado Transit) provides eligible regular unrepresented employees with medical benefits subsequent to their retirement from El Dorado Transit; and

WHEREAS, El Dorado Transit has deemed it to be in El Dorado Transit's best financial interest and the most financially prudent action to pre-fund post-employment health benefits past service liabilities and fund current year contributions; and

WHEREAS, the actuarially determined costs for fiscal year (FY) 2023/2024 to fund an annual contribution of \$24,911; and

WHEREAS, the actuarially determined costs for fiscal year FY 2024/2025 to pre-fund an annual contribution of \$35,130; and

WHEREAS, the actuarially determined costs for FY 2025/2026 to pre-fund an annual contribution of 36,543; and

WHEREAS, the California Employers' Retiree Benefits Trust, part of the California Public Employees Retirement System, is a trust fund that allows public employers to pre-fund the future cost of retiree benefits;

NOW, THEREFORE, BE IT RESOLVED, that El Dorado Transit hereby approves and directs staff to fund the FY 2023/2024 Annual Contribution of \$24,911 and the FY 2024/2025 Annual Contribution of \$35,130 and the FY 2025/2026 Annual Contribution of \$36,543: and

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at the regular meeting of said Board held on the 3rd day of October 2024, by the following vote:

AYES: NOES: ABSTAIN: ABSENT:

George Turnboo, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

CERBT Valuation Packet

The California Employers' Retiree Benefit Trust (CERBT) Fund is an Internal Revenue Code Section 115, multiple-employer OPEB trust fund and has a fiduciary responsibility for financial reporting in accordance to the Governmental Accounting Standards Statement No. 74. As such, we request all participating employers to submit a renewal OPEB Valuation or AMM Report at least every two years, along with this valuation packet consisting of the Certification of Funding Policy, the Summary of Actuarial Information, and the Certification of Actuarial Information. The information provided in the OPEB valuation or AMM report is essential to the accuracy of the administration and reporting of the CERBT Fund.

El Dorado County Transit Authority

Employer Name

06/30/2023

Valuation Date

Renewal Valuation Checklist

Please email a copy of your agency's final OPEB valuation or AMM report, along with this completed packet to CERBT4U@calpers.ca.gov. If you have any questions, contact us at CERBT4U@calpers.ca.gov.

- OPEB Valuation or AMM Report (Final version)
- Certification of Funding Policy (pages 2-3, completed and signed)
- Summary of Actuarial Information (pages 4-5, completed)
- Certification of Actuarial Information (page 6, completed and signed)

CERBT Valuation Packet Certification of Funding Policy (1 of 2)

El Dorado County Transit Authority

Employer Name

06/30/2023

Valuation Date

CERBT Asset Allocation Strategy Selection

As the employer, I certify that my agency chooses the following CERBT asset allocation strategy:

CERBT Asset Allocation Strategy	Long-Term Expected Rate of Return	Expected Volatility (Standard Deviation)
<input checked="" type="checkbox"/> Strategy 1	6.0%	12.1%
<input type="checkbox"/> Strategy 2	5.5%	9.9%
<input type="checkbox"/> Strategy 3	5.0%	8.4%

Funding Method

As the employer, I certify that our OPEB funding method and intent for the period covered by our current OPEB valuation or AMM report is to contribute consistently an amount that is equal to:

- ADC funding method: 100 % of the Actuarially Determined Contribution (ADC) as determined in our OPEB valuation or AMM report.
- Other funding method: We will contribute to the trust using an approach not directly related to the ADC. Please describe in the comment section below.

If applicable, please provide ADC amounts and periods covered as determined in the report:

First Fiscal Year-End : 06/30/2025 \$ 35,130
MM/DD/YYYY ADC Amount

Second Fiscal Year-End: 06/30/2026 \$ 36,543
MM/DD/YYYY ADC Amount

Comments

The ADC for FYE 2024 of \$24,911 was developed from the results of the 2021 valuation..

CERBT Valuation Packet
Certification of Funding Policy (2 of 2)

Contribution and Reimbursement Method

As the employer, I certify that we intend to make CERBT contributions and request eligible reimbursements in the following manner:

- Contribute full ADC payments to the trust and seek reimbursements for pay-go costs.
- Contribute ADC payments to the CERBT net of pay-go costs and not seek reimbursement (ADC minus pay-go = Trust Contribution).
- Other contribution and/or reimbursement method, e.g. initial/ ad hoc lump sum contribution. Please describe in the comment section below.

Comments

Employer Certification

As the employer, we understand that we must obtain an OPEB valuation or AMM report on at least a biennial basis.

We understand that we will be asked to provide accounting information to CalPERS as required to facilitate CalPERS compliance with Governmental Accounting Standards Board (GASB) Statements for Accounting and Financial Reporting for Post-Employment Benefit Plans Other than Pension Plans (OPEB Standards) reporting requirements and we agree to make any information requested available to CalPERS on a timely basis.

We understand that CalPERS will provide us the Schedule of Changes in Fiduciary Net Position by Employer, which can be used to prepare our GASB OPEB Standards reporting. CalPERS will report information pertaining to GASB OPEB Standards for Agent OPEB Plans.

El Dorado County Transit Authority

Employer Name

06/30/2023

Valuation Date

R. Brian James

Executive Director

Name

Title

Signature

Date



8/14/24

CERBT Valuation Packet
Summary of Actuarial Information (1 of 2)

El Dorado County Transit Authority

Employer Name

06/30/2023

Valuation Date

Actuarial Firm Contact Information

Catherine L. MacLeod, FSA, FCA, EA, MAAA

MacLeod Watts Inc.

Actuary/Contact Name

Actuarial Firm

cmacleod@macleodwatts.com

5034190462

Email

Phone Number

Person Completing this Form

Benjamin Iszler

MacLeod Watts Inc.

Contact Name

Organization

biszler@macleodwatts.com

5034190467

Email

Phone Number

If using a GASB 75 accounting valuation or AMM report, complete sections I, II, IV, and V. If using a funding valuation, complete sections I, III, IV, and V. If using a blended valuation, complete all sections, as applicable.

Section I: Actuarial Data

- | | |
|--|----------------------|
| 1. Valuation type (Accounting, Funding, or both) | <u>Both</u> |
| 2. Valuation frequency (Annual or Biennial) | <u>Biennial</u> |
| 3. Total Present Value of Future Benefits (PVFB) | <u>\$ 908,481.00</u> |
| i. Date PVFB was calculated as of | <u>06/30/2023</u> |

Section II: GASB 75 Accounting Valuation or AMM (complete if using a GASB 75 accounting valuation or AMM)

- | | |
|--|---------------------------------|
| 4. Measurement Date | <u>06/30/2023</u> |
| 5. Total OPEB Liability (TOL) | <u>\$ 592,050.00</u> |
| 6. Fiduciary Net Position (FNP) at Measurement Date | <u>\$ 721,087.00</u> |
| 7. Net OPEB Liability (TOL-FNP) | <u>-\$ 129,037.00</u> |
| 8. This report provides financial reporting data for the following period: | |
| Fiscal Year-End for your GASB 75 reporting | <u>06/30/2024</u>
MM/DD/YYYY |

CERBT Valuation Packet
Summary of Actuarial Information (2 of 2)

Section III: Funding Valuation (complete if using a funding valuation)

9. Actuarial Accrued Liability (AAL)	\$ 592,050.00
10. Actuarial Value of Assets (AVA)	\$ 721,087.00
11. Unfunded Actuarial Accrued Liability (AAL-AVA)	-\$ 129,037.00

Section IV: Demographic Data (as of valuation date)

12. Number of active plan members	23
13. Number of inactive plan members currently receiving benefit payments	6
14. Number of inactive plan members entitled to but not yet receiving benefit payments	51

Section V: Benefit Payment Data

	Year ending date of projected benefit payments (MM/DD/YYYY)	Projected employer paid retiree premium payments (Do not include implicit rate subsidy)	Projected implicit rate subsidy payments
Year 1	06/30/2024	\$ 9,153.00	\$ 4,959.00
Year 2	06/30/2025	\$ 11,351.00	\$ 7,326.00
Year 3	06/30/2026	\$ 13,520.00	\$ 13,954.00
Year 4	06/30/2027	\$ 16,285.00	\$ 22,826.00

Comments

Both plan funding (ADC) and accounting (GASB 75) liabilities were determined using a 6.10% discount rate.

CERBT Valuation Packet

Certification of Actuarial Information (1 of 1)

As Actuary of the plan, I certify that the Other Post-Employment Benefits (OPEB) actuarial valuation upon which the enclosed summary of actuarial information is based meets the following criteria:

- The valuation has been prepared and signed by a Fellow or Associate of the Society of Actuaries, or an Enrolled Actuary of the Joint Board for the Enrollment of Actuaries, and a Member of the American Academy of Actuaries.¹
- The valuation has been prepared in accordance with the Actuarial Standards of Practice.
- If the valuation is an accounting valuation, then it has been prepared in accordance with the requirements set forth in Governmental Accounting Standards Board (GASB) Statements related to OPEB reporting.
- If employer assets to pre-fund other post-employment benefits are invested in an irrevocable OPEB trust other than the CERBT, the liabilities associated with those assets are not included in the summary of actuarial information.

I further certify that the discount rate is consistent with the anticipated level of funding pursuant to the relevant sections in GASB and ASOP, and the employer's certification.

El Dorado County Transit Authority

Employer Name

06/30/2023

Valuation Date

Catherine L. MacLeod, FSA, FCA, EA, MAAA

Printed Name of Actuary and Designation

Catherine L. MacLeod

Signature

08/07/2024

Date

¹ In cases where the actuary performing the work does not meet these criteria, the valuation may be acceptable if the person has equivalent qualifications that are acceptable to the CalPERS Board. Please provide the qualifications of the actuary performing the valuation.

EL DORADO COUNTY TRANSIT AUTHORITY

**6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383**

REVISED 10/03/24

PURCHASE ORDER NO. B30177

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

DATE: 07/15/24

ACCOUNT: 5040.02 CLASS: 110

TO: SOUTHERN TIRE MART
DEPT 143
PO BOX 1000
MEMPHIS, TN 38148-0143

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

Contact: Austin Shaffer

Vendor Phone No: (916) 447-4220

Fax No: (916) 447-0122

PROMISED DELIVERY DATE		TERMS: NET 10th OF THE FOLLOWING MONTH		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		TIRES FOR FLEET VEHICLES ON AN AS NEEDED BASIS FOR FISCAL YEAR 07/15/24 THROUGH 06/30/25 ALL PRICING THROUGH THE STATE OF CALIFORNIA (SEE ATTACHED)		NOT TO EXCEED \$85,000.00
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. PURCHASING AGENT			SUBTOTAL	\$85,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE \$85,000.00

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 2 A
Action Item

MEMORANDUM

DATE: October 3, 2024
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Purchase Order Regional Government Services

REQUESTED ACTION:
BY MOTION,

1. **Authorize Professional Services Agreement between the El Dorado County Transit Authority and Regional Government Services**
2. **Approve Purchase Order 30185 issued to Regional Government Services in the amount of \$33,000**
3. **After Legal Review, Authorize the El Dorado County Transit Authority and the Executive Director to execute said agreement**

BACKGROUND

The El Dorado Transit is a recipient of Federal, State and Local funding. With the use of Federal funding, certain guidelines and language must be complied with. Past practice has been to use these Federal funds for Operating Assistance and Preventative Maintenance. These functions were conducted using in-house staff and therefore not subject to certain requirements. Federal funds have also been used for the purchase of rolling stock where Federal requirements are addressed by the vehicle manufacturer.

DISCUSSION

El Dorado Transit's Capital Improvement Plan (CIP) now includes several projects where Federal funding is programmed to be used for construction. In anticipation of impending project requirements management has determined the need for outside consultants to update the current Purchasing Policies and Procedures Manual (2012) and our Disadvantaged Business Enterprise Program (2022).

Staff researched companies with the background required to develop documents of this type and determined Regional Government Services (RGS) was the most suitable.

FISCAL IMPACT

The purchase order amount is within the overall Fiscal Year 2024/25 budget and will not require a budget adjustment at this time.

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

PURCHASE ORDER NO. 30185

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

DATE: 10/3/24

ACCOUNT: 5030.00 CLASS: 125

TO:
 REGIONAL GOVERNMENT SERVICES
 PO BOX 1350
 CARMEL VALLEY, CA.
 93924

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

Contact: GLENN LAZOF
 Vendor Phone No: 650-587-7300 Fax No:

PROMISED DELIVERY DATE	TERMS: NET 30
	F.O.B. DESTINATION

QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		R.G.S. SERVICES SHALL INCLUDE: A. RECOMMEND AND PRESENT PROCUREMENT POLICIES AND PROCEDURES APPROPRIATE FOR A TRANSIT COMPANY. B. RECOMMEND AND PRESENT UPDATED DISADVANTAGED BUSINESS ENTERPRISE PROGRAM.		NOT TO EXCEED \$33,000.00

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	\$33,000.00
	SHIPPING	
	SALES TAX	
	TOTAL	NTE: \$33,000.00

PURCHASING AGENT

PLEASE NOTE CONDITIONS ON REVERSE SIDE

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

AGENDA ITEM 3 A
Information Item

MEMORANDUM

DATE: October 3, 2024
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Capital Improvement Plan Project 17-03 Bus Stop Improvements with New Shelter and Amenities on Upper Broadway, Placerville

REQUESTED ACTION:

BY MOTION,

Receive final Capital Improvement Plan Project 17-03 Bus Stop Improvements with New Shelter and Amenities on Upper Broadway, Placerville

BACKGROUND

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

DISCUSSION

Adopted into the Capital Improvement Plan (CIP) for fiscal year (FY) 2016/17 was Project 17-03 Bus Stop Improvements with new Shelter and Amenities on Upper Broadway, Placerville. The project budget was Transportation Development Act (TDA) State Transit Assistance (STA) Funds however, final Board action approved the use of Local Transportation Funds (LTF) also a part of TDA.

Staff is reporting that the final payment to the City of Placerville was submitted on September 5, 2024 to indicate project completion.

FISCAL IMPACT

The following is a summary of the final Capital Budget.

Adopted CIP #17-03 Budget	\$392,550.00
Total Project Cost	<u>-\$238,224.50</u>
Total Project Savings	\$154,325.50

The large budget variance is primarily due to the relocation of the transit Bus Stop itself and reduction of amenities provided.

El Dorado County Transit Authority
October 3, 2024



Newsletter

October 2024 - December 2024
Volume 8 - Number 4



Free Rides for California Clean Air Day

In celebration of California Clean Air Day, El Dorado Transit has teamed up with other Sacramento area transit agencies to offer free rides on Wednesday, October 2, 2024.

El Dorado Transit will offer free rides that day on the Local Fixed Routes and the Sacramento Commuter Routes.

On Clean Air Day, El Dorado County residents are asked to leave the car at home and try transit for free.

Last year, a total of 672 people boarded our local and commuter buses for free on Clean Air Day.

This free ride event is paid for by a grant from the California Low Carbon Transit Operations Program (LCTOP), which is one of several programs that are part of the Transit, Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862.



BUS WRAP CONTEST IN FULL SWING

Submissions have been received and judging is now in full swing for the 2024-25 El Dorado Transit Design a Bus Wrap Contest! This exciting art contest is open to middle and high school students (grades 6-12) who attend a physical school or reside in El Dorado County.

The winning art design will be featured on an El Dorado Transit bus as a “wrap” and will be displayed at the winning student’s school in early 2025. Their artwork will also be featured in the Placerville Christmas Parade!

Since 2025 is the 50th anniversary of El Dorado Transit, the theme for this year’s contest is “Then and now: 50 Years and Beyond for El Dorado Transit.”

Look for the winner to be announced later this year and look for the wrapped bus all over El Dorado County!



Sac State Students & Los Rios Students Ride FREE!

Sacramento State and Los Rios Community College District students: Did you know you can ride our local and commuter buses for FREE with the Sac State OneCard (with student commuter sleeve) or the Los Rios Student ZipPass? Our commuter bus runs Monday-Friday, five times in the morning and afternoon and stops at S street and 65th, a short walk from the Sac State campus.

Our local routes cover the 50 corridor from Pollock Pines down to Iron Point in Folsom for easy connections with Sacramento Regional Transit District.

Ride the bus to school! Sit back, relax, read or do homework. Let us take away the stress of getting to campus. Or, ride the bus ANYTIME, for FREE!

Go to www.eldoradotransit.com for schedules and route maps or call El Dorado Transit at (530) 642-5383 for more information.

NEW Bass Lake Road Park & Ride Opens

Sacramento Commuter stops at Cambridge Road Park and Ride have moved to the NEW Bass Lake Road Park and Ride. This will include all stops westbound and eastbound for a.m. and p.m. routes. Pickup times will remain the same as Cambridge Road Park and Ride. Local routes will still stop at Cambridge Road Park and Ride.

The Cambridge Road Park and Ride is unsafe for passenger loading for our commuter buses, especially when there is more than one bus at the stop. The new Bass Lake Road Park and Ride has been designed to be a commuter stop. It is located at the corner of Bass Lake Road and Country Club Drive, approximately .33 miles north of Highway 50.

Commuting to Sacramento? Give our Sacramento Commuter service AND the new Bass Lake Road Park and Ride a try! Go to www.eldoradotransit.com/routes/sac-commuter/ for routes and schedule information.



- Holiday Schedule**
- Saturday, November 11thVeteran’s Day
 - Thursday, November 23rdThanksgiving Day
 - Friday, November 24thDay After Thanksgiving
 - Sunday, December 24thChristmas Eve
 - Monday, December 25thChristmas Day

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