



EL DORADO TRANSIT

Trisha Wilkins,
Councilmember
City of Placerville

John Hidahl
Board of Supervisors,
District I

Patty Borelli,
Chairperson
Councilmember
City of Placerville

Mindy Jackson,
Executive Director

Shiva Frentzen,
Vice Chairperson
Board of Supervisors
District II

Brian Veerkamp
Board of Supervisors
District III

County of El Dorado
Planning Commission Hearing Room
2850 Fairlane Court, Bldg. C
Thursday, March 2, 2017 1:00 PM

EL DORADO COUNTY TRANSIT AUTHORITY AGENDA Regular Meeting

Chairperson: Patty Borelli, City of Placerville Councilmember
Vice Chairperson: Shiva Frentzen, County of El Dorado Supervisor, District II
Directors: John Hidahl, County of El Dorado Supervisor, District I
Trisha Wilkins, City of Placerville Councilmember
Brian Veerkamp, County of El Dorado Supervisor, District III

- Wendy Thomas, Alternate for City Councilmembers
- Michael Ranalli, Alternate for Board of Supervisors, District IV

Executive Director: Mindy Jackson

CALL TO ORDER AND CEREMONIAL ITEMS

A. Proclamation of Retiring Transit Driver Gladys Neeley

Proclamation of Retiring Transit Driver Gladys Neeley was approved by unanimous vote

B. Oath of Office

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

John Hidahl, Wendy Thomas

PLEDGE OF ALLEGIANCE TO THE FLAG

The Pledge of Allegiance was recited

ROLL CALL

Directors Present: Patty Borelli, Shiva Frentzen, Brian Veerkamp, John Hidahl, Wendy Thomas

Directors Absent: Trisha Wilkins

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.

It was moved and seconded to adopt the agenda.

**M/S: Frentzen/Veerkamp
Ayes: Frentzen, Veerkamp, Borelli, Hidahl, Thomas
Noes: None
Abstain: None
Absent: Wilkins**

It was moved and seconded to adopt the agenda.

**M/S: Frentzen/Veerkamp
Ayes: Frentzen, Veerkamp, Borelli, Hidahl, Thomas
Noes: None
Abstain: None
Absent: Wilkins**

PUBLIC COMMENT

There was no public comment.

1. CONSENT CALENDAR

- A. Approve Conformed Minutes of Regular Meeting February 2, 2017
- B. Receive and File January 2017 Check Register
- C. Adopt Revised Resolution No. 17-05 Authorizing El Dorado County Transit Authority to execute the Caltrans Division of Rail and Mass Transportation Low Carbon Transit Operations Program (LCTOP), Fiscal Year 2015/16
- D. Receive and File Regional Fare Comparison
- E. Adopt Resolution No. 17-09 Authorizing Financial Transactions by Newly Elected Officers and the Executive Director

- F. Adopt Resolution No. 17-12 Approve the Memorandum of Understanding Regarding Governance of the Regional Connect Transit Card System On-Going Operations and Authorize the Executive Director as signatory
- G. Approve Addendum No. 1 to Professional Services Agreement for RTS Computer Services to increase Blanket Purchase Order B22022 for Fiscal Year 2016/17
- H. Adopt Resolution No. 17-14 Authorizing the Executive Director to Claim Transportation Development Act (TDA) Funds for Fiscal Year 2017/18
- I. Approve Revised Blanket Purchase Order B22168 issued Visa to the amount of \$34,000 for Fiscal Year 2016/17

2. **ACTION ITEMS**

- A. Receive and File staff report for Preservation of a Parcel for a Larger El Dorado Hills Transit Facility

Action: The board universally agreed to receive and file

- B. Adopt Resolution No. 17-10 Approving Two (2) Maintenance Agreements Between the State of California and the El Dorado County Transit Authority and Authorizing the Executive Director to execute all documents necessary to acquire, install and maintain bus shelter and surveillance equipment on the Ponderosa Park and Ride lot owned by the State of California

Action: Board Adopted Resolution No. 17-10 Approving two (2) Maintenance Agreements and Authorizing the Executive Director to execute all documents

- C. Appoint Members of the El Dorado County Transit Authority Transit Advisory Committee (TAC)

Action: Board unanimously agreed to appoint Members of the El Dorado County Transit Authority TAC Members

- D. 1. Adopt Resolution No. 17-11 to Adopt Preliminary Operating Budget for Fiscal Year 2017/18

2. Approve Proposed Allocation Plan and Draft Organizational Chart Fiscal Year 2017/18

Action: Board Adopted Resolution No. 17-11 to Adopt Preliminary Operating Budget and Approve Proposed Allocation Plan and Draft Organizational Chart

- E. 1. Adopt Preliminary Capital Improvement Plan for Fiscal Year 2017/18

2. Adopt Resolution No. 17-13 Adopting the Preliminary Capital Improvement Budget for Fiscal Year 2017/18

Action: Adopted Preliminary Capital Improvement Plan and Adopted Resolution No. 17-13

- F. 1. Approve HR Services Procurement Sub-Agreement between the El Dorado County Transit Authority and Koff & Associates for a Classification and Compensation Study
2. Authorize the Executive Director or his/her designee to approve and sign all documents necessary to complete a Classification and Compensation Study
3. Approve Purchase Order No. 22276 to Koff & Associates for \$33,600

Action:

1. Board approved HR Services Procurement Sub-Agreement
2. Board authorized the Executive Director to approve and sign all documents necessary
3. Board approved Purchase Order No. 22276

- G. Receive and File the El Dorado County Transit Authority **Fiscal Year 2016/17 Six-Month Administrative Operations Report** for the period July 1, 2016 through December 31, 2016

Action: Board voted unanimously to Receive and File Six-Month Administrative Operations Report

3. **INFORMATION ITEMS**

- A. January 2017 Ridership Report

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

ADJOURNMENT

* Verbal Report

Respectfully Submitted,

Megan Wilcher
Secretary to the Board