



EL DORADO TRANSIT

County of El Dorado
Board of Supervisors Meeting Room
330 Fair Lane, Bldg. A
Thursday, April 5, 2018; 1:00PM

EL DORADO COUNTY TRANSIT AUTHORITY CONFORMED AGENDA MINUTES

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

- John Clerici, Alternate for City Councilmembers
- Michael Ranalli, Alternate for Board of Supervisors, District IV

Executive Director: Mindy Jackson

CALL TO ORDER AND RECESS TO CLOSED SESSION

The meeting was called to order by Chairperson Frentzen at 1:00 PM and recessed to closed session.

Closed Personnel Session Pursuant to Government Code Section 54957 to consider the Appointment, Employment and Evaluation of the Executive Director.

Closed Personnel Session Pursuant to Government Code Section 54957.6 Concerning Labor Negotiations with the Transit Driver's Bargaining Unit. The designated representatives for the El Dorado County Transit Authority are Executive Director Mindy Jackson and Michael Tucker.

RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

Nothing to report out.

PLEDGE OF ALLEGIANCE TO THE FLAG

The Pledge of Allegiance was recited.

ROLL CALL

Directors Present: Mark Acuna, Patty Borelli, Shiva Frentzen, John Hidahl, Michael Ranalli

Directors Absent: Brian Veerkamp

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.

It was moved and seconded to adopt the agenda and approve the consent calendar

M/S: Borelli/Veerkamp

Ayes: Borelli, Clerici, Frentzen, Hidahl, Veerkamp

OPEN FORUM

None

1. CONSENT CALENDAR

- A. Approve Conformed Minutes of Regular Meeting March 1, 2018
- B. Receive and File February 2018 Check Registers
- C. Receive and File February 2018 Ridership Reports
- D. 1. Approve Prefunding of Other Post-Employee Benefit Program for fiscal year ending June 30, 2018 in the amount of \$55,631
2. Authorize Executive Director to execute all documents necessary for continued participation
- E. Adopt Capital Improvement Plan Project 19-04 for Local Route Vehicle Replacement Fiscal Year 2018/19
- F. Adopt Resolution No. 18-14 Authorizing the El Dorado County Transit Authority and the Executive Director to execute all documents for the Caltrans Division of Rail and Mass Transportation Low Carbon Transit Operations Program (LCTOP), Fiscal Year 2017/18
- G. Approve Vehicle Replacement Plan for Fiscal Years 2018/19 through 2024/25
- H. Adopt Resolution No. 18-16 establishing a \$1,000,000 Target for an Operating Reserve
- I. 1. Adopt Resolution No. 18-15 Identifying a Fare Box Purchase as Exempt from Competitive Bidding

2. Approve Purchase Order 23281 for the purchase of Fare Boxes, Stands and Mounting Brackets from Diamond Manufacturing, Inc.
 3. Authorize the Executive Director to execute all contracts and documents related to purchase and implementation of up to the approved budget for Capital Improvement Plan 18-07
- J. Approval of Purchase Orders above \$25,000 for Fiscal Year 2018/19
- K. 1. Adopt Resolution No. 18-12 revising the Adopted El Dorado County Transit Authority Personnel Policies and Procedures Manual
2. Adopt and Approve Revised Office Assistant II Job Classification
- L. 1. Adopt Resolution No. 18-13 Adopting the Allocation Plan for Fiscal Year 2018/19
2. Adopt Resolution No. 18-20 Approving the Salary Schedule for Fiscal Year 2018/19
- M. Approve Designation of Surplus Property as Per Itemized Property Inventory List
- N. Adopt Resolution No. 18-18, a Resolution to Accept an Irrevocable Offer of Dedication #18-01, from Salud, et. al., which conveys fee title and a slope easement to a portion of the Bass Lake Hills Park and Ride site
- O. Adopt Resolution No. 18-19, a Resolution to Accept an Irrevocable Offer of Dedication #18-02, from Carolyn M. Uchikura, which conveys fee title to a portion of the Bass Lake Hills Park and Ride site
- P. 1. Approve Professional Services Agreement (PSA) with RTS Computer Services for Computer and Network Support Services for Fiscal Year 2018/19
2. Approve Purchase Order No. B24023 for an amount not-to-exceed \$70,000.00 for Informational Technology Support during Fiscal Year 2018/19

2. **ACTION ITEMS**

- A. 1. Approve the engagement of a five (5) year Lease Purchase option to partially fund the purchase of five (5) Motor Coach Industries, Inc. (MCI) Commuter Coaches

2. Approve Revised Vehicle Replacement Capital Improvement Project 17-02 (2) to reflect revised funding strategy
3. Authorize the Executive Director, with Legal Counsel review to execute all documents relating to the project up to the approved budget as presented in project 17-02 (2)

Action: Approve the engagement of a five (5) year Lease Purchase option to partially fund the purchase of five (5) Motor Coach Industries, Inc. Commuter Coaches, Approve Revised Vehicle Replacement Capital Improvement Plan project and Authorize Executive Director, with Legal Counsel to execute all documents

M/S: Hidahl/Borelli
Ayes: Acuna, Borelli, Frentzen, Hidahl, Ranalli
Absent: Veerkamp

- B. 1. Approve Purchase Order No. 23279 issued to Motor Coach Industries, Inc. (MCI) in the amount of \$2,820,098.95 for purchase of five (5) replacement commuter coaches
2. Approve Purchase Order No. 23283 issued to INIT Innovations in Transportation, Inc. in the amount of \$33,180.00 for wiring on five (5) MCI coaches on Purchase Order No. 23279
3. Authorize the Executive Director to execute all documents relating to the Vehicle Replacement Capital Improvement Plan project 17-02 (2)

Action: Approve Purchase Order Numbers 23279 and 23283 for the purchase and wiring of five (5) Motor Coach Industries, Inc commuter coaches and Authorize the Executive Director to execute all documents.

M/S: Hidahl/Borelli
Ayes: Acuna, Borelli, Frentzen, Hidahl, Ranalli
Absent: Veerkamp

3. INFORMATION ITEMS

- A. Pension and Other-Post Employee Retirement Benefits
- B. El Dorado Transit Newsletter
- C. El Dorado Transit Go Pass Flyer

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

ADJOURNMENT

The meeting was adjourned by Chairperson Frentzen at 1:41 PM. The next regularly scheduled meeting is May 3, 2018.

* Verbal Report

Respectfully Submitted,

Megan Wilcher
Secretary to the Board