



EL DORADO TRANSIT

County of El Dorado
Board of Supervisors Meeting Room
330 Fair Lane, Bldg. A
Thursday, September 5, 2019; 1:00 PM

EL DORADO COUNTY TRANSIT AUTHORITY Regular Meeting

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

- Patty Borelli, Alternate for City Councilmembers
- Lori Parlin, Alternate for Board of Supervisors, District IV

Executive Director: Matthew Mauk

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 August 1, 2019	4
B.	Receive and File July 2019 Check Register	7
C.	Receive and File July 2019 Ridership Reports	11

1.	<u>CONSENT CALENDAR CONTINUED</u>	<u>PAGE</u>
	D. Receive and File Quarterly Investment and Annual Investment Reports for Operating and Restricted Capital Funds for Quarter Ending 06/30/2019	14
	E. Adopt Resolution No. 19-25 defining the agency contributions for the 2020 calendar year health premium benefits for unrepresented regular and management employees	17
	F. Receive and File the final <u>County Line Multi-Modal Transit Center Study</u>	22
2.	<u>ACTION ITEMS</u>	
	A. 1. Form an ad hoc Audit Review Committee to receive and review Fiscal Year 2018/19 independent fiscal and compliance audit reports	24
	2. Appoint Chairperson and Vice-Chairperson as members to the Audit Review Committee	
	B. 1. Receive and File Final Proposed Amended Operating Budget Fiscal Year 2018/19	26
	2. Authorize the transfer of \$272,673 from Contingency to offset the transfer of State Transit Assistance funds into the Capital program	

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

RECESS TO CLOSED SESSION

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
EL DORADO COUNTY TRANSIT AUTHORITY BOARD MEETING
Thursday, October 3, 2019 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.

To listen to open session portions of the meeting in real time, dial (530) 621-7603. This specialized dial in number is programmed for listening only and is operable when the audio system inside the meeting room is activated. Please be advised that callers will experience silence anytime the Board is not actively meeting, such as during Closed Session or break periods.

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



EL DORADO TRANSIT

**County of El Dorado
Board of Supervisors Meeting Room
330 Fair Lane, Bldg. A
Thursday, August 1, 2019; 1:00 PM**

EL DORADO COUNTY TRANSIT AUTHORITY CONFORMED MINUTES Regular Meeting

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

- Patty Borelli, Alternate for City Councilmembers
- Lori Parlin, Alternate for Board of Supervisors, District IV

Executive Director: Matthew Mauk

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Acuna called the meeting to order at 1:00 PM and the pledge of allegiance was recited.

ROLL CALL

Directors Present: Mark Acuna, Shiva Frentzen, John Hidahl, Kara Taylor
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.

M/S: Hidahl/Frentzen
Ayes: Acuna, Frentzen, Hidahl, Taylor
Absent: Veerkamp

OPEN FORUM

None

1. CONSENT CALENDAR

- A.** Approve Conformed Minutes of Regular Meeting June 6, 2019
- B.** Receive and File May and June 2019 Check Registers
- C.** Receive and File May and June 2019 Ridership Reports
- D.**
 - 1.** Adopt Resolution No. 19-22 Authorizing the Executive Director to Execute All Documents for the California State of Good Repair Program
 - 2.** Adopt Resolution No. 19-23 Authorizing the California State of Good Repair Project List
- E.** Approve funding Operating Reserve utilizing Bike Locker, Advertising and Miscellaneous revenue accounts for fiscal year 2018/19
- F.** Adopt Resolution No. 19-24 acknowledging the El Dorado County Transit Authority approval of the amended joint powers agreement establishing the California Transit Systems Joint Powers Insurance Authority and authorizing the Executive Director to execute the amended agreement
- G.** Adopt Capital Improvement Plan Project 20-05 for Vehicle Replacement
- H.**
 - 1.** Award construction contract for Capital Improvement Plan Project #19-02 Pollock Pines Safeway Bus Stop Improvements to lowest responsive, responsible bidder, consistent with the bid documents and basis of award.
 - 2.** Approve Purchase Order No. 25210 issued to B&M Builders in the amount of \$92,430 for the construction of the Pollock Pines Safeway Bus Stop Improvements project
 - 3.** Authorize the Executive Director to execute the construction contract and related documents, including change order authority, necessary to complete the Capital Improvement Plan Project #19-02 provided that the contract costs do not exceed the approved Capital Improvement Plan project budget
- I.**
 - 1.** Approve the revised Capital Improvement Plan Project #19-04 Budget to include the installation of Connect Card equipment
 - 2.** Approve Purchase Order No. 25209 in the amount of \$91,880 issued to Init for purchase and installation of Connect Card equipment on eleven (11) demand response buses and vans

3. Authorize the Executive Director to execute all documents including change order authority, necessary to complete the revised Capital Improvement Plan Project #19-04 provided that the project does not exceed the revised Capital Improvement Plan project budget

2. **ACTION ITEMS**

A. Receive and File El Dorado County Transit Authority Workers Compensation Trending Report

Receive and File only. No action taken.

3. **INFORMATION ITEMS**

A. 2019 Fair Shuttle Ridership

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

* Verbal Report

RECESS TO CLOSED SESSION

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

Recessed to Closed Session at 1:44 PM.

RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

Reconvene to Open Session at 2:09 PM. No report out.

ADJOURNMENT

Chairperson Acuna adjourned the meeting at 2:09 PM. The next regularly scheduled meeting is Thursday, September 5, 2019.

Respectfully Submitted,

**Megan Wilcher
Secretary to the Board**

AGENDA ITEM 1 B
Consent Item

MEMORANDUM

DATE: September 5, 2019
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Receive and File July 2019 Check Register

REQUESTED ACTION:
BY MOTION,

Receive and File July 2019 Check Register

BACKGROUND

The following check register includes routine transactions for the month of July 2019. These expenditures fall within budgets adopted by the El Dorado County Transit Authority Board of Directors.

DISCUSSION

Thirteen (13) items merit further detail;

Check #33336 – CalTIP – California Transit Indemnity Pool.....\$584,075.00
This check pays an obligation for Liability, Physical Damage and Employment Practices and Liability insurances for fiscal year (FY) 2019/20 using Local Transportation Funds (LTF).

Check #33340 – City National Bank.....\$65,415.53
This check pays an obligation for Payment #4 of the Capital Purchase of five (5) MCI Commuter Coaches using Local Transportation Funds (LTF).

Check #33345 – El Dorado County Department of Transportation.....\$1.00
This check pays the obligation for the Annual lease Payment for the El Dorado Hills Multi-modal Park & Ride lot using Local Transportation Funds (LTF).

Check #33363 – RouteMatch Software Inc.....\$55,606.34
This check pays the obligation for annual support, housing, IVR, data fee's associated with the scheduling and statistical software for FY 2019/20 using Local Transportation Funds (LTF).

Check #33365 – SDRMA – Special Districts Risk Management Authority.....\$194,846.90
This check pays an obligation for Workers Compensation insurance for FY 2019/20 using Local Transportation Funds (LTF).

Check #108 – PIPO Communications, Inc.....\$28,604.63
This check pays the obligation for Radio System equipment radios using California Transit Security Grant Program-California Transit Assistance Funds (CTSGP-CTAF) funds; CIP Project #18-06.

Check #33377 – CTA Engineering & Surveying.....\$7,845.00
This warrant pays the obligation for work associated with the Pollock Pines Safeway Bus Stop Improvements using State Transit Assistant (STA) funds; CIP #19-02.

Check #33382 – Feild and Associates.....\$8,202.67
This check pays an obligation for Management of multiple transit projects for the period from April 1 thru June 30, 2019 using both local and grant funding as directed under individual capital plan budgets.

Check #33405 – Zonar Systems Inc.....\$18,232.44
This check pays the obligation for annual support, housing and data fee's associated with the maintenance and pre/post trip inspection software for FY 2019/20 using Local Transportation Funds (LTF).

EFT TRANS; 07/15/2019 – Public Employers' Retirement System.....\$239,059.00
This transfer pays an obligation for Annual Unfunded Liability for Classic Employees for fiscal year (FY) 2019/20 using Local Transportation Funds (LTF).

EFT TRANS; 07/15/2019 – Public Employers' Retirement System.....\$1,413.00
This transfer pays an obligation for Annual Unfunded Liability for PEPRA Employees for fiscal year (FY) 2019/20 using Local Transportation Funds (LTF).

Check #109 – El Dorado County Sheriff's Office.....\$2,813.20
This check pays the obligation for Radio System equipment and Repeater set-up using California Transit Security Grant Program-California Transit Assistance Funds (CTSGP-CTAF) funds; CIP Project #18-06.

Check #33412 – CTA Engineering & Surveying.....\$2,415.00
This warrant pays the obligation for work associated with the Pollock Pines Safeway Bus Stop Improvements using State Transit Assistant (STA) funds; CIP #19-02.

EL DORADO COUNTY TRANSIT AUTHORITY
Check Register
July 2019

Date	Num	Name	Memo	Amount
07/01/2019	33326	EMP. MISC. REIMBURSEMENT	Final Check - SL	1,130.65
07/02/2019	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE JUNE 28, 2019	3,906.05
07/02/2019	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #13	11,144.07
07/02/2019	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #13 SUPP.	8,402.98
07/09/2019	EFT TRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	Health Premium - July 2019	40,093.74
07/09/2019	33327	A-Z BUS SALES	Parts And Supplies	4,234.07
07/09/2019	33328	ABSOLUTE GLASS INC	Windshield Repairs	455.00
07/09/2019	33329	AFTERMARKET PARTS CO LLC	Parts And Supplies	1,033.81
07/09/2019	33330	AMERICAN HERITAGE LIFE INSURANCE COMPANY	Employee Paid Premium - July 2019	110.46
07/09/2019	33331	APOLLO VIDEO TECHNOLOGY	Cloud Mngmt 1 Year	990.99
07/09/2019	33332	AUTOZONE	Parts And Supplies	276.49
07/09/2019	33333	BUS & EQUIPMENT REPAIR OF CA	Parts And Supplies	418.24
07/09/2019	33334	C & H MOTOR PARTS	Parts And Supplies	53.10
07/09/2019	33335	CAL.NET	June 2019 CAMERA SERVICE	176.92
07/09/2019	33336	CalTIP - CAL TRANSIT INDEMNITY POOL	Annual Liability, Physical Damage and EPLI Premiums	584,075.00
07/09/2019	33337	CAPITOL CLUTCH & BRAKE	Parts And Supplies	235.94
07/09/2019	33338	CDW GOVERNMENT	Griffin Tablet Cases - 5	378.97
07/09/2019	33339	CELL ENERGY	Battery #1605	262.48
07/09/2019	33340	CITY NATIONAL BANK	MCI Lease Agreement #4	65,415.53
07/09/2019	33341	COMCAST	High Speed Cable Internet-June 2019	243.08
07/09/2019	33342	CUMMINS PACIFIC LLC	Parts And Supplies	3,475.06
07/09/2019	33343	DENTONIS	Pressure Switch #1007	144.68
07/09/2019	33344	DIAMOND SPRINGS PRINTING & GRAPHICS	Business Cards - KT	64.30
07/09/2019	33345	EDC DEPARTMENT OF TRANSPORTATION	ANNUAL LEASE - El Dorado Hills - MMTF	1.00
07/09/2019	33346	EMP. MISC. REIMBURSEMENT	VOID: DMV Testing	0.00
07/09/2019	33347	FACTORY MOTOR PARTS	Parts And Supplies	950.81
07/09/2019	33348	FASTENAL	Parts And Supplies	112.53
07/09/2019	33349	FLEMING DISTRIBUTING CO.	Parts And Supplies	202.70
07/09/2019	33350	GCR TIRES & SERVICE	Parts And Supplies	3,403.46
07/09/2019	33351	GILLIG LLC	Parts And Supplies	8,188.11
07/09/2019	33352	J. C. NELSON SUPPLY CO.	Janitorial Supplies	179.93
07/09/2019	33353	MISSION UNIFORM SERVICE	Mats., Towels, Uniforms	248.31
07/09/2019	33354	OREILLY AUTO PARTS	Parts And Supplies	786.78
07/09/2019	33355	OPERATING ENGINEERS - MEDICAL	Medical Premium - July 2019	54,021.00
07/09/2019	33356	PACIFIC MATERIAL HANDLING SOL INC	Repair Genie, Minuteman, Yale	843.75
07/09/2019	33357	PATRIDGE TIRES AND SERVICE	Fleet Vehicle Alignments	2,340.00
07/09/2019	33358	PLACERVILLE GLASS, INC	Front Window Replacement	976.14
07/09/2019	33359	RESCO PRINTING	Commuter Scrip - Qty. 3000	1,384.60
07/09/2019	33360	RIEBES AUTO PARTS	Parts And Supplies	229.01
07/09/2019	33361	ROMAINE ELECTRIC	50DN Seal #1005	75.95
07/09/2019	33362	RON DUPRATT FORD	Parts And Supplies	1,917.46
07/09/2019	33363	ROUTEMATCH SOFTWARE INC	Annual Maintenance Plans - FY 2019/20	55,606.34
07/09/2019	33364	RTS IT INC	Gold Service Plan - July 2019	4,592.50
07/09/2019	33365	SDRMA	Annual Workers' Comp Premium FY 2019/20	194,846.90
07/09/2019	33366	SIERRA NEVADA TIRE & WHEEL	Parts And Supplies	1,613.20
07/09/2019	33367	TK SERVICES INC	Parts And Supplies	1,447.49
07/09/2019	33368	TRUE VALUE HARDWARE	Parts And Supplies	138.39
07/09/2019	33369	UNIVERSAL SECURITY & FIRE INC	Alarm Monitoring 07/01/19-09/30/19	135.00
07/09/2019	33370	VALLEY POWER SYSTEMS	Parts And Supplies	53.05
07/09/2019	33371	WESTERN TRUCK PARTS LLC	Parts And Supplies	921.43
07/09/2019	33372	ZEP MANUFACTURING CO.	Bus Cleaning Supplies	503.67
07/09/2019	33373	3D DATACOM	Service Repairs CTC	475.00
07/10/2019	108	PIPO COMMUNICATIONS	Radio System CIP #18-06	28,604.63
07/10/2019	33374	AT&T / CALNET 3	Monthly Utilities	417.62
07/10/2019	33375	AT&T MOBILITY	Monthly Utilities	186.32
07/10/2019	33376	CITY OF PLACERVILLE	Bus Stop Maintenance-July-Sept. 2019	330.00
07/10/2019	33377	CTA ENGINEERING & SURVEYING	Pollock Pines Bus Stop Thru; May 31, 2019	7,845.00
07/10/2019	33378	DAWSON OIL	Fuel - June 2019	48,460.68
07/10/2019	33379	EDC FAIR ASSOCIATION, INC.	Fair Grounds P & R Lease July 2019	150.00
07/10/2019	33380	EL DORADO DISPOSAL	Monthly Utilities	307.49
07/10/2019	33381	EMP. MISC. REIMBURSEMENT	VOID: DMV Testing	0.00
07/10/2019	33382	FEILD AND ASSOCIATES	Transit Project Mgmt for 04-06/2019	8,202.67
07/10/2019	33383	GIRARD & EDWARDS	Legal Counsel - May 2019	7,449.50
07/10/2019	33384	HUNT & SONS INC	Fuel - June 2019	5,990.57
07/10/2019	33385	KINETICO WATER OF PLACERVILLE	Filtered Water Rental for July 2019	42.90
07/10/2019	33386	MAG LANDSCAPING INC	JULY 2019 - Landscaping Service	690.00
07/10/2019	33387	MOUNTAIN DEMOCRAT INC	Public Notice - PP Bus Stop	313.55
07/10/2019	33388	PACIFIC GAS & ELECTRIC	Monthly Utilities	2,896.59
07/10/2019	33389	PRO-LINE CLEANING SERVICES INC	Janitorial Services - June 2019	900.00
07/10/2019	33390	QUILL	Misc. Office Supplies	221.81
07/10/2019	33391	SUN LIFE FINANCIAL	Life/LTD Premium - July 2019	3,067.83
07/10/2019	33392	TOWN CENTER EAST LP	Lease Pymt for July 19 P&R	700.00
07/10/2019	33393	VERIZON WIRELESS	Cellular & Wifi Service - June 2019	3,262.04
07/10/2019	33394	XEROX FINANCIAL SERVICES	Lease Payment-July 2019	774.35
07/10/2019	33395	AT&T / CALNET 3	Monthly Utilities	416.90
07/10/2019	33396	EMP. MISC. REIMBURSEMENT	DMV Permit - CC	78.00
07/10/2019	33397	PACIFIC GAS & ELECTRIC	Monthly Utilities	403.75
07/10/2019	33398	TERRIE Y. PROD'HON	CPA Services - June 2019	1,337.53
07/10/2019	33399	EMP. MISC. REIMBURSEMENT	DJ - Open House	100.00
07/10/2019	33400	EMP. MISC. REIMBURSEMENT	Travel Reimb. - MH	88.87
07/10/2019	33401	EMP. MISC. REIMBURSEMENT	DMV Licensing - JR	56.00

EL DORADO COUNTY TRANSIT AUTHORITY
Check Register
July 2019

Date	Num	Name	Memo	Amount
07/10/2019	33402	EMP. MISC. REIMBURSEMENT	DMV Permit - RH	78.00
07/10/2019	33403	EMP. MISC. REIMBURSEMENT	Uniform Pants - CG	50.00
07/11/2019	33404	EMP. MISC. REIMBURSEMENT	DMV Testing RM	78.00
07/11/2019	33405	ZONAR SYSTEMS INC	Maintenance Agreement 07/01/2019 - 06/30/2020	18,232.44
07/15/2019	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	Annual Unfunded Liability FY 2019/20 - Classic	239,059.00
07/15/2019	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	Annual Unfunded Liability FY 2019/20 - PEPRA	1,413.00
07/16/2019	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	Service Period: 06/22/19 - 07/05/19; PR#14	11,635.14
07/16/2019	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	Service Period: 06/22/19 - 07/05/19; PR#14 Supp.	8,676.72
07/16/2019	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE July 12, 2019	3,956.89
07/25/2019	109	EDC SHERIFF'S OFFICE - 2-Way Radio	FCC License Set-up; Radio System CIP #18-06	2,813.20
07/25/2019	33406	ADM SCREENING	Random & Pre-Employ Screening June 2019	310.00
07/25/2019	33407	AFLAC	Employee Paid Premiums - July 2019	1,358.36
07/25/2019	33408	ARNOLDS FOR AWARDS	EOM Engraving - July 2019	12.50
07/25/2019	33409	CAL.NET	July 2019 CAMERA SERVICE	176.92
07/25/2019	33410	COMCAST	High Speed Cable Internet-July 2019	243.08
07/25/2019	33411	CREATIVE BUS SALES	2018 Ford Lease VIN#75727	4,504.50
07/25/2019	33412	CTA ENGINEERING & SURVEYING	Pollock Pines Bus Stop; CIP #19-02	2,415.00
07/25/2019	33413	EDC HHSA-PUBLIC HEALTH DIVISION	Pre-Employment PPD Testing & Eval-1 Emp	36.00
07/25/2019	33414	EL DORADO IRRIGATION DISTRICT	Monthly Utilities	706.22
07/25/2019	33415	EMP. MISC. REIMBURSEMENT	DMV Renewal - AK	56.00
07/25/2019	33416	GLOBAL DATA VAULT LLC	Monthly Cloud Service	600.00
07/25/2019	33417	QUILL	Misc. Office Supplies	452.76
07/25/2019	33418	SUBURBAN PROPANE-1612	Forklift Tank Fill	132.86
07/25/2019	33419	VIPER PEST CONTROL INC	Bi-Monthly Pest Control	60.00
07/25/2019	33420	VISA	Monthly Audited Charges	2,247.81
07/25/2019	33421	WOLFPACK INSURANCE SERVICES, INC.	Dental & Vision Premiums August 2019	5,018.60
07/25/2019	33422	EMP. MISC. REIMBURSEMENT	DMV Renewal - GS	56.00
07/29/2019	33423	CA DEPT OF TAX & FEE ADMIN	2nd QTR Exempt Bus Operator Diesel Fuel Tax 2019	406.92
07/30/2019	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE JULY 26, 2019	4,007.88
07/31/2019	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #15 CLASSIC	12,070.77
07/31/2019	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #15 PEPRA	8,651.32
				<u>1,515,726.61</u>
Total				<u>1,515,726.61</u>

AGENDA ITEM 1 C
Consent Item

MEMORANDUM

DATE: September 5, 2019

TO: El Dorado County Transit Authority

FROM: Brian James, Planning and Marketing Manager

SUBJECT: July 2019 Ridership Report

REQUESTED ACTION:

BY MOTION,

Receive and File the July 2019 Ridership Report

BACKGROUND

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

DISCUSSION

Following is the July 2019 monthly ridership table comparing the current fiscal year to the previous fiscal year.

July Ridership

July 2019	July 2018	Increase	% Increase
31,403	27,519	3,884	14.1%

In July, Demand Response ridership increased by 10.7%, Local Fixed Route ridership increased by 16.5%, and Commuter ridership increased by 12.8%.

Following is the July 2019 ridership report comparing the current fiscal year to the previous fiscal year.

Connect Card ridership is recorded each time a Connect Card is tapped onto the equipment in one of the vehicles. The number of riders is tracked to evaluate system usage. El Dorado Transit recorded 14,091 taps or 44.9% of all ridership in July 2019. Following is the Connect Card ridership report with a graph showing the percent of total ridership using Connect Card per month.

El Dorado County Transit Authority
September 5, 2019 Agenda

July 2019 Ridership Report

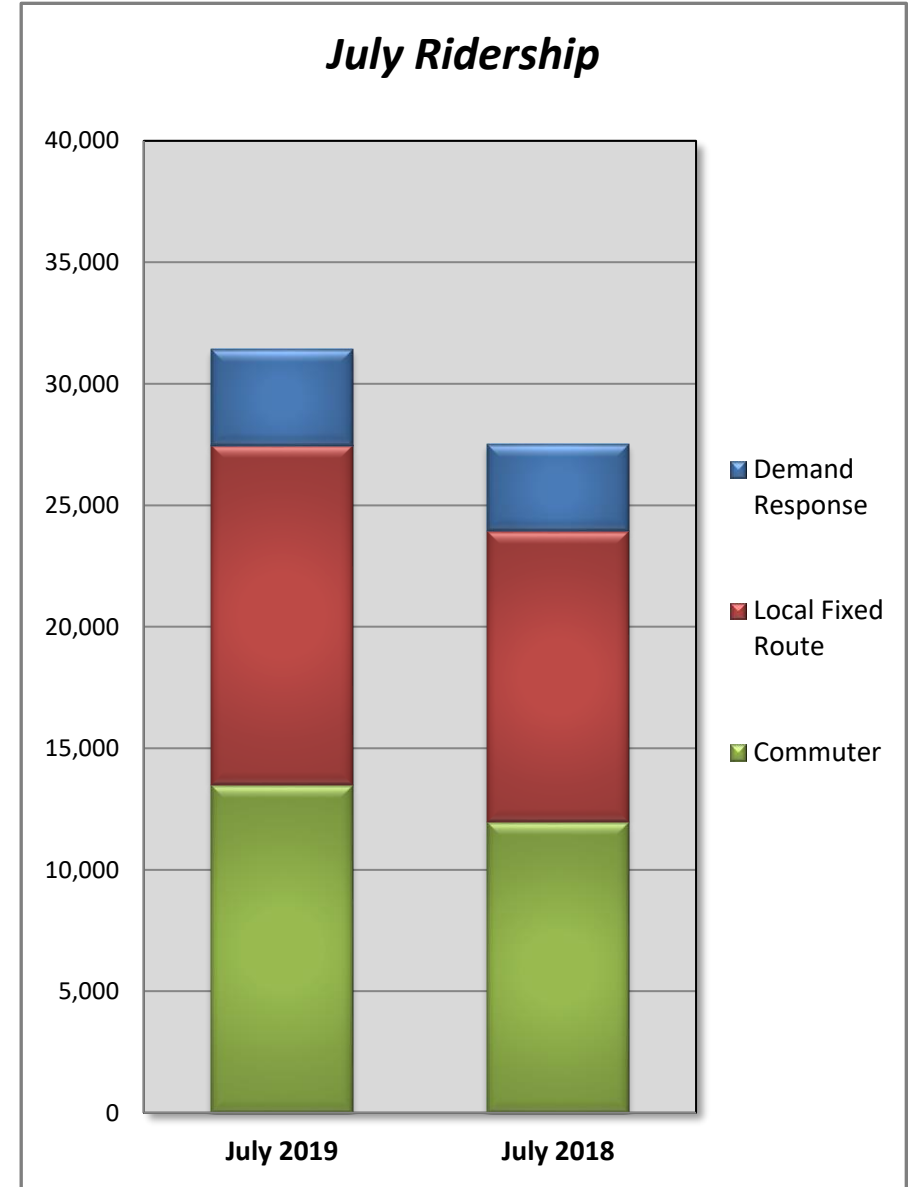


Demand Response	July 2019	July 2018	% Change
Dial-a-Ride	1,372	1,363	0.7%
Sac-Med	28	22	27.3%
ADA Paratransit	74	68	8.8%
M.O.R.E.*	1,996	1,554	28.4%
Senior Day Care*	485	566	-14.3%
Total Demand Response	3,955	3,573	10.7%

Local Fixed Route	July 2019	July 2018	% Change
20 - Placerville	3,725	3,262	14.2%
25 - Saturday Express	429	346	24.0%
30 - Diamond Springs	1,932	1,489	29.8%
35 - Diamond Springs Saturday	119	97	22.7%
40 - Cameron Park	1,302	1,021	27.5%
50x - 50 Express	3,104	2,541	22.2%
60 - Pollock Pines	3,341	2,851	17.2%
70 - El Dorado Hills	0	373	-100.0%
Total Local Fixed Route	13,952	11,980	16.5%

Commuter	July 2019	July 2018	% Change
Sacramento Commuter	13,377	11,916	12.3%
Reverse Commuter	119	50	138.0%
Total Commuter	13,496	11,966	12.8%

	July 2019	July 2018	% Change
Systemwide	31,403	27,519	14.1%
Passengers per Revenue Hour	7.1	6.1	



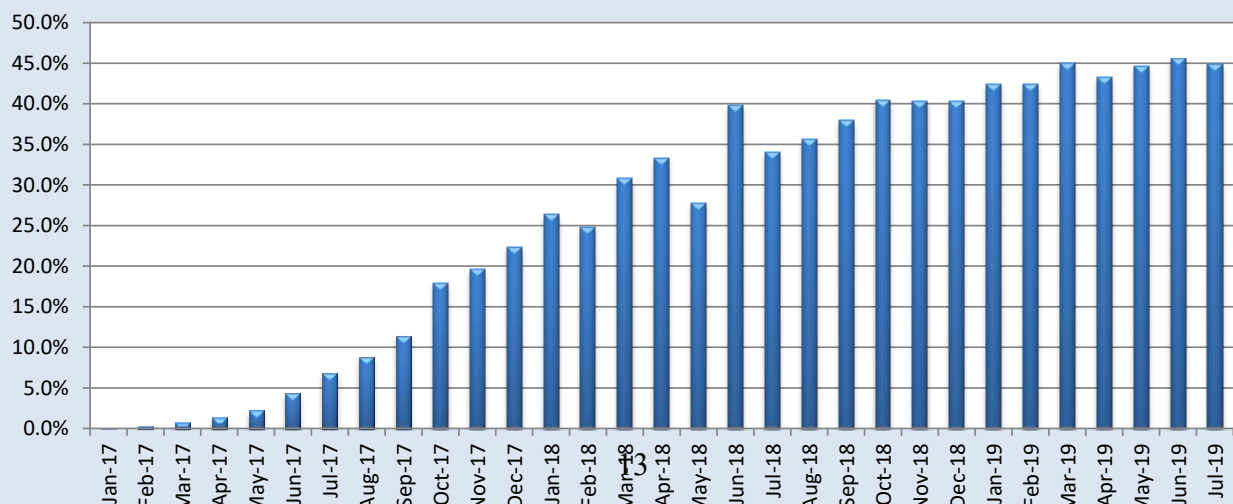
*Contracted Services - Ridership Determined by Client Enrollment

Connect Card Ridership Report



Month	Number of Taps	Total Ridership	% of Total Ridership
Jan-17	11	30,023	0.0%
Feb-17	87	29,139	0.3%
Mar-17	257	35,487	0.7%
Apr-17	394	29,448	1.3%
May-17	715	32,170	2.2%
Jun-17	1,313	29,790	4.4%
Jul-17	1,815	26,713	6.8%
Aug-17	2,947	33,442	8.8%
Sep-17	3,397	29,882	11.4%
Oct-17	5,905	33,007	17.9%
Nov-17	5,519	28,104	19.6%
Dec-17	6,065	27,148	22.3%
Jan-18	8,171	31,005	26.4%
Feb-18	7,175	28,913	24.8%
Mar-18	9,492	30,835	30.8%
Apr-18	10,361	31,137	33.3%
May-18	9,009	32,406	27.8%
Jun-18	11,353	28,485	39.9%
Jul-18	9,381	27,519	34.1%
Aug-18	12,048	33,760	35.7%
Sep-18	11,171	29,408	38.0%
Oct-18	14,614	36,127	40.5%
Nov-18	11,378	28,213	40.3%
Dec-18	10,699	26,580	40.3%
Jan-19	13,300	31,340	42.4%
Feb-19	11,299	26,645	42.4%
Mar-19	14,468	32,158	45.0%
Apr-19	13,885	32,111	43.2%
May-19	14,704	32,934	44.6%
Jun-19	12,719	27,915	45.6%
Jul-19	14,091	31,403	44.9%

Connect Card Percent of Total Ridership



AGENDA ITEM 1 D
Consent Item

MEMORANDUM

DATE: September 5, 2019
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Quarterly Investment and Annual Investment Reports for Operating and Restricted Capital Funds

REQUESTED ACTION:
BY MOTION,

Receive and file Quarterly Investment and Annual Investment Reports for Operating and Restricted Capital Funds for Quarter Ending 06/30/2019

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) adopted an investment policy on November 7, 1999 allowing investments in the State of California Local Agency Investment Fund (LAIF) and money market accounts.

El Dorado Transit investment policy requires quarterly investment reports to the Board of Directors.

DISCUSSION

Interest earnings for the second calendar quarter of 2019 equal \$22,603.77, total interest earned for fiscal year (FY) 2018/19 equals \$62,893.47; this reflects an amount of \$17,893.47 over adopted budget. These funds are budgeted and used as operating income.

Additional information is provided on interest earned on restricted capital funds. This interest is reported to the corresponding program and is used towards project specific expenses.

Investment report for quarter ending 06/30/19 is submitted for review and file.

FISCAL IMPACT

Account 4970.00-Interest Income has been adjusted in the FY 2018/19 Final Amended Budget Adjustment process, as presented in today's September 5, 2019 agenda.

El Dorado County Transit Authority
September 5, 2019 Agenda

EL DORADO COUNTY TRANSIT AUTHORITY

QUARTERLY INVESTMENT REPORT

PERIOD 04/01/2019 – 06/30/2019

LOCAL AGENCY INVESTMENT FUND (L A I F)

Account Summary

03/31/2019	Balance Forward	\$ 1,239,006.43
	Total Transfers to General Checking Account	\$ -000,000.00
	Total Transfers from General Checking Account	\$ 000,000.00
	Interest Earned @ 2.57%	\$ <u>7,917.36</u>
06/30/2019	Ending Balance 2nd Qtr., 2019	\$ 1,246,923.79

UMPQUA BANK (Money Market Account)

Account Summary

03/31/2019	Balance Forward	\$ 2,681,769.37
	Total Transfers to General Checking Account	\$ -500,000.00
	Total Transfer from General Checking Account	\$ 600,000.00
	Interest Earned @ 1.51%	\$ <u>10,531.39</u>
06/30/2019	Ending Balance 2nd Qtr., 2019	\$ 2,792,300.76

EL DORADO COUNTY TRANSIT AUTHORITY

ANNUAL INVESTMENT REPORT

PERIOD 07/01/2018 – 06/30/2019

UMPQUA BANK (Operating Reserve Account)

Interest Earned FY 2018/19	\$	1,766.61
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UMPQUA BANK (Merchant Services Account)

Interest Earned FY 2018/19	\$	620.39
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EL DORADO COUNTY TRANSIT AUTHORITY

ANNUAL INVESTMENT REPORT

RESTRICTED CAPITAL FUNDS

PERIOD 07/01/2018 – 06/30/2019

Public Transportation Modernization Improvement and Service Enhancement Account (PTMISEA)

Interest Earned FY 2018/19	\$	14,608.91
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California Transit Security Grant Program – California Transit Assistance Funds (CTSGP-CTAF)

Interest Earned FY 2018/19	\$	1,322.45
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Low Carbon Transit Operations Program (LCTOP)

Interest Earned FY 2018/19	\$	2,987.02
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AGENDA ITEM 1 E
Consent Item

MEMORANDUM

DATE: September 5, 2019

TO: El Dorado County Transit Authority

FROM: Maria Harris, Human Resources Manager

SUBJECT: Calendar year 2020 agency contributions for health premiums for unrepresented regular and management employee groups

REQUESTED ACTION:

BY MOTION,

Adopt Resolution No. 19-25 defining the agency contributions for the 2020 calendar year health premium benefits for unrepresented regular and management employees

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) agency's portion of health care insurance premium contribution is established annually by resolution. El Dorado Transit contracts with the California Public Employees' Retirement System (CalPERS) to provide health care benefits for unrepresented regular and management employees.

DISCUSSION

Unrepresented Employees

Resolution No. 19-25 defines agency contributions towards health premium benefits for unrepresented regular and management employees for the 2020 calendar year.

Rates reflect medical, dental and vision coverages. Dental and vision rates will not increase for the 2020 plan year. Health rates on average increased 4.65 percent across all plans including CalPERS Basic Health Maintenance Organization (HMO) plans and Basic Preferred Provider Organization (PPO) plans. The rising cost are due in part to a number of factors that include an increase in hospital admissions, outpatient surgical procedures and pharmacy costs within the CalPERS Pool. There are no changes to the plans offered within El Dorado County.

Open enrollment period begins September 9, 2019 and ends on October 4, 2019.

FISCAL IMPACT

The adopted budget for Fiscal Year 2019/20 line item - Health Insurance is \$1,574,483 for unrepresented and represented employees. The budgeted amount for unrepresented health insurance is \$568,770 of that amount.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 19-25**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
EL DORADO COUNTY TRANSIT AUTHORITY DEFINING AGENCY
CONTRIBUTIONS FOR THE 2020 CALENDAR YEAR
HEALTH PREMIUM BENEFITS
FOR UNREPRESENTED REGULAR AND MANAGEMENT EMPLOYEES**

WHEREAS, the El Dorado County Transit Authority (El Dorado Transit) has unrepresented regular employees and management employees; and

WHEREAS, the El Dorado County Transit Authority Personnel Policies and Procedures Manual Article 6.2 – Employee Benefits/Insurance Plans allows El Dorado Transit to adjust contributions based upon budgetary constraints and fluctuating health care costs; and

WHEREAS, El Dorado Transit contracts with the California Public Employees' Retirement system (CalPERS) to provide health care benefits for its employees; and

WHEREAS, El Dorado Transit currently has twenty-eight (28) eligible allocated full – time positions and five (5) eligible retirees; and

WHEREAS, El Dorado Transit provides dental and vision insurance through separate carriers; and

NOW, THEREFORE BE IT RESOLVED, that El Dorado Transit shall provide the following contribution levels over twenty-six (26) pay periods toward health plan premiums of unrepresented regular and management employees, provided sufficient funds are available effective January 1, 2020:

Employee Only	\$391.13
Employee + One	\$792.92
Employee + Two or More	\$1,049.49

BE IT FURTHER RESOLVED, that El Dorado Transit shall provide current contribution and 80% of any adjustment of the 2020 calendar year premium for health care benefits benchmarked at the 2019 PERS Choice Plan (or equivalent) for the unrepresented regular and management employees.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board held on the 5th day of September 2019 by the following vote.

AYES:

NOES:

ABSTAIN:

ABSENT:

Mark Acuna, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

EDCTA SPONSORED PLAN UNREPRESENTED EMPLOYEES

PROPOSED RATES EFFECTIVE 01/01/2020

UPDATED 08/12/2019

		EDCTA MONTHLY *	EMPLOYEE MONTHLY	TOTAL MONTHLY	EMPLOYEE DEDUCTION
		CONTRIBUTION	CONTRIBUTION	PREMIUM	PER PAY PERIOD
Anthem Traditional HMO					
FULL-TIME EMPLOYEES					
	Single	\$847.44	\$423.60	\$1,271.04	\$195.51
	2-Party	\$1,718.00	\$813.58	\$2,531.58	\$375.50
	Family	\$2,273.90	\$1,054.18	\$3,328.08	\$486.54
Anthem Select HMO					
FULL-TIME EMPLOYEES					
	Single	\$847.44	\$107.74	\$955.18	\$49.73
	2-Party	\$1,718.00	\$181.86	\$1,899.86	\$83.94
	Family	\$2,273.90	\$232.95	\$2,506.85	\$107.52
Blue Shield Access+					
FULL-TIME EMPLOYEES					
	Single	\$847.44	\$366.53	\$1,213.97	\$169.17
	2-Party	\$1,718.00	\$699.44	\$2,417.44	\$322.82
	Family	\$2,273.90	\$905.80	\$3,179.70	\$418.06
Kaiser CA					
FULL-TIME EMPLOYEES					
	Single	\$847.44	\$7.25	\$854.69	\$3.35
	2-Party	\$1,718.00	\$0.00	\$1,698.88	\$0.00
	Family	\$2,273.90	\$0.00	\$2,245.57	\$0.00
PERS Choice					
FULL-TIME EMPLOYEES					
	Single	\$847.44	\$99.94	\$947.38	\$46.13
	2-Party	\$1,718.00	\$166.26	\$1,884.26	\$76.74
	Family	\$2,273.90	\$212.67	\$2,486.57	\$98.16
PERS Select					
FULL-TIME EMPLOYEES					
	Single	\$847.44	\$0.00	\$606.49	\$0.00
	2-Party	\$1,718.00	\$0.00	\$1,202.48	\$0.00
	Family	\$2,273.90	\$0.00	\$1,600.25	\$0.00
PERS Care					
FULL-TIME EMPLOYEES					
	Single	\$847.44	\$371.90	\$1,219.34	\$171.65
	2-Party	\$1,718.00	\$710.18	\$2,428.18	\$327.78
	Family	\$2,273.90	\$919.76	\$3,193.66	\$424.50
Western Health Advantage					
FULL-TIME EMPLOYEES					
	Single	\$847.44	\$0.00	\$818.16	\$0.00
	2-Party	\$1,718.00	\$0.00	\$1,625.52	\$0.00
	Family	\$2,273.90	\$0.00	\$2,150.60	\$0.00

Coverage premiums include Medical, VSP Vision and Delta Dental

* EDCTA contribution includes 2019 contribution plus, 80% of premium change using PERS Choice 2020

AGENDA ITEM 1 F
Consent Item

MEMORANDUM

DATE: September 5, 2019

TO: El Dorado County Transit Authority

FROM: Brian James, Planning and Marketing Manager

SUBJECT: Final County Line Multi-Modal Transit Center Study

REQUESTED ACTION:

BY MOTION,

Receive and File the final County Line Multi-Modal Transit Center Study

BACKGROUND

The existing El Dorado Hills Park-and-Ride facility, with approximately 120 parking spaces, does not have enough capacity to meet demand. Temporary overflow parking has been utilized in Town Center to accommodate additional capacity needs. Preserving property for a new replacement Park-and-Ride facility in El Dorado Hills has become a critical issue as the inventory of suitable properties has shrunk in recent years.

DISCUSSION

In November 2017, the El Dorado County Transportation Commission (EDCTC) Board authorized the Executive Director to enter into a professional services agreement between EDCTC and Fehr & Peers to develop the County Line Multi-Modal Transit Center Study using a Caltrans grant.

The Stakeholder Advisory Committee meetings were held on April 5, 2018 and May 30, 2019. The public workshops were held on May 17, 2018 and November 27, 2018. These meetings and workshops provided the stakeholders and the public an opportunity to offer input on potential sites and amenities.

Multiple locations in El Dorado Hills were evaluated and narrowed down to six (6) sites based on several criteria. Upon further analysis and input, two (2) sites were recommended for further acquisition efforts. On December 6, 2018, the El Dorado County Transit Authority (El Dorado Transit) Board authorized the Executive Director to start the real estate acquisition process by authorizing preliminary discussions with property owners. That process has been initiated.

El Dorado County Transit Authority
September 5, 2019 Agenda

The County Line Multi-Modal Transit Center Study is available online at <http://eldoradotransit.com/board-meeting/september-5-2019/>. The information contained therein was presented by Fehr and Peers at the EDCTC Board meeting on August 1, 2019.

Staff is requesting that the Board receive and file the final County Line Multi-Modal Transit Center Study.

AGENDA ITEM 2 A
Action Item

MEMORANDUM

DATE: September 5, 2019

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Appointment of Chair and Vice-Chair as members of an ad hoc Audit Review Committee

REQUESTED ACTION:
BY MOTION,

1. Form an ad hoc Audit Review Committee to receive and review fiscal year (FY) 2018/19 independent fiscal and compliance audit reports
2. Appoint Chair and Vice-Chair as members to the Audit Review Committee

BACKGROUND

The Mills-Alquist-Deddeh Act (SB 325) was enacted by the California Legislature to improve public transportation services and encourage regional transportation coordination. Known as the Transportation Development Act (TDA) of 1971, this law provides funding to be allocated for transit and non-transit related purposes.

The TDA provides two (2) funding sources:

1. Local Transportation Fund (LTF), which is derived from a ¼ cent of the general sales tax collected statewide.
2. State Transit Assistance (STA), which is derived from the statewide sales tax on diesel fuel.

The California Department of Tax and Fee Administration, based on sales tax collected in each county, returns the general sales tax revenues in each county's LTF. The STA funds are appropriated by the Legislature to the State Controller's Office (SCO). The SCO then allocates the tax revenues, by formula, to planning and other selected agencies.

To ensure program compliance, fiscal audits are conducted annually. TDA Section 6664 requires independent fiscal and TDA compliance audits to be completed within 180 days following the end of each fiscal year. The El Dorado County Transportation Commission (EDCTC) is responsible for ensuring that each TDA claimant under its jurisdiction receiving an allocation submits to EDCTC and the State Controller an annual certified fiscal audit report.

DISCUSSION

Richardson and Company auditors will perform the fiscal year 2018/19 on-site audit field work at the El Dorado County Transit Authority during the week of September 30, 2019. Final audit reports will be completed in late October 2019 or early November 2019.

The Audit Review Committee would convene to receive an oral and written presentation of audit reports by Richardson & Company. The audit reports would then be included in the December 5, 2019 Board agenda packet as a Consent Item for consideration by the full Board.

Annually, the El Dorado County Transit Authority appoints a two (2) person sub-committee of the Board to receive the auditors' presentation of the audit prior to submission to the full Board. Staff is recommending the establishment of an ad hoc Audit Review Committee with the Chair and Vice-Chair as permanent members.

Audit Review Committee responsibilities include:

1. Review of fiscal and compliance audits
2. One (1) meeting to receive a presentation of agency fiscal and compliance reports from the independent auditors

FISCAL IMPACT

None

AGENDA ITEM 2 B
Action Item

MEMORANDUM

DATE: September 5, 2019
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Final Amended Operating Budget Fiscal Year 2018/19

REQUESTED ACTION:
BY MOTION,

1. Receive and File Final Proposed Amended Operating Budget Fiscal Year 2018/19
2. Authorize the transfer of \$272,673 from Contingency to offset the transfer of State Transit Assistance funds into the Capital program

BACKGROUND

As of August 31, 2019 most work related to posting was accomplished to close fiscal year (FY) 2018/19.

Section 8.9 of the Joint Exercise of Powers Agreement of the El Dorado County Transit Authority states that the Executive Director has the power “*to execute transfers within major budget units, as long as the total expenditures of each major budget unit remain unchanged*”.

Final Amended Operating Budget adjustments are based on actual revenue and expenses; producing decreases to revenue, salary and benefit and general expenses.

DISCUSSION

Outlined below are the recommended adjustments with comments and attached is a copy of the Proposed Final Amended Operating Budget with the mid-year budget for comparison showing net changes made.

The represented overall budget reflects decreases to revenue, salary and benefits and general expense units. The Final Proposed Amended Operating Budget decreases the annual budget by \$1,154,825.

El Dorado Transit Management and staff worked well within the mid-year budget adjustment projections. No major service changes were implemented that would reflect the need for more drastic final adjustments.

The transfer of \$272,673 in Contingency Funds to balance the Final Amended Budget will require Board action.

REVENUE ACCOUNTS

El Dorado Transit saw an overall decrease of approximately \$17,338 in fare revenue accounts.

Total revenue decreased by \$1,154,825.

- 1 State Transit Assistance was reduced to reflect anticipated transfer to capital budget. Actual amounts will be presented in the annual financial audit results.
- 2 Interest Income increased to accurately reflect receipts.
- 3 Farebox increased to accurately reflect receipts.
- 4 Contract Services increased to accurately reflect receipts.
- 5 Farebox – Charter decreased to accurately reflect receipts.
- 6 Sacramento Commuter Route Passes decreased to accurately reflect receipts.
- 7 Bus passes decreased to accurately reflect receipts.
- 8 Scrip increased to accurately reflect receipts.
- 9 Apple Farms Shuttle included to reflect actual receipts.
- 10 Fair Shuttle AB2766 income decreased to actual receipts.

SALARY & BENEFITS ACCOUNTS

Overall, the Salary and Benefits accounts were managed below mid-year budget adjustment projections. There have been no significant service changes that would drive a major change in budget preparation methodology.

Total Salary and Benefits accounts decreased by \$680,600.

- 11 Regular Employees decreased to reflect current actuals; several positions continue to be vacant in the operations department.
- 12 Temporary Employees decreased to reflect actual usage of the extra help; this item directly correlates to the increase in overtime for regular employees.
- 13 Overtime increased to accurately reflect costs; lack of extra help employees for leave coverage increases the need for overtime.
- 14 On Call Pay decreased to accurately reflect usage.
- 15 Skill and Shift Pay decreased to reflect actual costs.
- 16 Employee Retirement reduced to reflect actual costs.
- 17 Social Security (FICA) Payroll Tax reduced to accurately reflect actual costs; this item is driven by extra help.

- 18 Medicare Payroll Tax reduced to accurately reflect actual costs.
- 19 Health Insurance decreased to reflect actual expenses.
- 20 Unemployment Insurance decreased to reflect actual costs; this is a reimburse only account.
- 21 Long Term Disability/Life insurance decreased to reflect actual.
- 22 Workers' Compensation reduced to reflect actual Premiums paid and an estimated reconciliation adjustment.

SERVICE & SUPPLY ACCOUNTS

The Contingency line item has been zeroed out to balance the Final Amended Budget.

Total Services and Supplies accounts decreased by \$474,225.

- 23 Clothing & Supplies decreased closer to actual expenses.
- 24 Uniforms – Other increased closer to actual expenses.
- 25 Communications – Phone decreased closer to actual expenses.
- 26 Communications – Radio zeroed to actual.
- 27 Household Expenses decreased closer to actual expenses.
- 28 Insurance Premiums/Physical Damage decreased to reflect the two (2) month pre-paid allocation of current FY 2017/18 premiums into FY 2018/19.
- 29 Insurance Premiums/Commercial increased to reflect Actual.
- 30 Insurance Premiums/Employee Practices Liability Insurance decreased to reflect the two (2) month pre-paid allocation of current FY 2017/18 premiums into FY 2018/19.
- 31 Service Contracts/Equipment decreased closer to actual expenses.
- 32 Park & Ride Maintenance decreased closer to actual expenses.
- 33 Maintenance/Buildings increased closer to actual expenses.
- 34 Maintenance/Grounds decreased closer to actual expenses.
- 35 Maintenance/Bus Stops decreased closer to actual expenses.
- 36 Maintenance/other decreased closer to actual expenses.
- 37 Vehicle Maintenance (In-House) decreased closer to actual expenses.
- 38 Vehicle Maintenance/Tires & Tubes decreased closer to actual expenses.
- 39 Vehicle Maintenance/ Lubricants increased closer to actual expenses.
- 40 Vehicle Maintenance/ Small Tools - Shop increased closer to actual expenses.
- 41 Vehicle Maintenance/Sales Tax/Fuel & Lubricants - decreased closer to actual expenses.
- 42 Memberships decreased closer to actual expenses.
- 43 Office Expense decreases closer to actual expenses.
- 44 Postage decreased closer to actual expenses.
- 45 Professional Services decreased closer to actual expenses.
- 46 Employee Exams increase closer to actual expenses.
- 47 Publications/Legal Notices increased closer to actual expenses.
- 48 Printing decreased closer to actual expenses.
- 49 Rents/Leases – Equipment decreased closer to actual expenses.
- 50 Marketing decreased closer to actual expenses.

- 51 Staff Development/Travel increased closer to actual expenses.
- 52 Fuel Purchase decreased closer to actual expenses.
- 53 Bank Charges decreased closer to actual expenses.
- 54 Credit Card Fees decreased closer to actual expenses.
- 55 Connect Card administration Fees decreased closer to actual expenses.
- 56 Utilities decreased closer to actual expenses.
- 57 Utilities/Park & Ride decreased closer to actual expenses.
- 58 AB2766 Apple Farms line item added to reflect actual expenses.
- 59 AB2766 Fair Shuttle actual expenses.
- 60 Contingency line adjusted to zero to balance the FY 2018/19 operating budget.

FISCAL IMPACT

Staff is presenting a balanced Final Amended Operating Budget for FY 2018/19.

Final adjustments and financial position of the El Dorado County Transit Authority will be presented during the December 2019 regularly scheduled Board meeting.

EL DORADO COUNTY TRANSIT AUTHORITY
PROPOSED FINAL AMENDED OPERATING BUDGET 2018/2019

OPERATING BUDGET

		FY 2018/2019 Mid Year Adopted 02/07/2019	FY 2018/2019 Final Amended Proposed 9/05/2019	Difference	Percentage
REVENUE ACCOUNTS					
4000.00	Transportation Development Act (TDA/LTF)	\$4,837,735	\$4,837,735	\$0	100.00%
4270.00	State Transit Assistance (STA)	\$1,496,803	\$218,627	-\$1,278,176	1 14.61%
4270.00	State Transit Assistance (STA) Deferred	\$0	\$0	\$0	0.00%
4270.01	State Transit Assistance (STA)/State of Good Repair (SGR)	\$236,877	\$236,877	\$0	100.00%
4970.00	Interest Income	\$45,000	\$62,890	\$17,890	2 139.76%
4100.00	Federal Transit Administration (FTA) Section 5311 Grant	\$509,322	\$509,322	\$0	100.00%
4300.00	Farebox	\$245,000	\$247,500	\$2,500	3 101.02%
4310.00	Contract Services	\$360,000	\$383,000	\$23,000	4 106.39%
4320.00	Farebox - Charter	\$5,000	\$1,162	-\$3,838	5 23.24%
4330.00	Sac Commute Route Passes	\$778,000	\$766,000	-\$12,000	6 98.46%
4350.00	Bus Passes	\$72,000	\$70,000	-\$2,000	7 97.22%
4360.00	Scrip	\$25,000	\$26,400	\$1,400	8 105.60%
4400.00	Advertising Revenue	\$0	\$0	\$0	0.00%
4990.00	Misc. Revenue	\$0	\$0	\$0	0.00%
4107.00	Apple Farms Shuttle AB2766 Grant	\$0	\$101,140	\$101,140	9 0.00%
4107.03	Fair Shuttle AB2766 Grant	\$41,899	\$37,158	-\$4,741	10 88.68%
4109.04	Low Carbon Transit Operations Program (LCTOP) Grant CP	\$217,678	\$217,678	\$0	100.00%
4112.00	FTA Section 5307 Grant Income - Preventative Maintenance (PM)	\$250,000	\$250,000	\$0	100.00%
5060.00	Offset Reserve Fund - CalTIP (restricted)	\$8,374	\$8,374	\$0	100.00%
TOTAL REVENUES		\$9,128,688	\$7,973,863	-\$1,154,825	87.35%
SALARY & BENEFIT ACCOUNTS					
5010.00	Regular Employees	\$3,617,065	\$3,337,065	-\$280,000	11 92.26%
5010.02	Temporary Employees	\$100,000	\$68,000	-\$32,000	12 68.00%
5010.07	Overtime	\$70,000	\$116,000	\$46,000	13 165.71%
5010.08	On Call Pay	\$9,000	\$6,400	-\$2,600	14 71.11%
5010.09	Skill and Shift Pay	\$23,000	\$5,000	-\$18,000	15 21.74%
5020.01	Employee Retirement	\$606,000	\$489,000	-\$117,000	16 80.69%
5070.01	(OASDI - Payroll Tax) FICA	\$10,000	\$3,500	-\$6,500	17 35.00%
5070.02	MEDICARE - Payroll Tax	\$54,000	\$51,000	-\$3,000	18 94.44%
5020.02	Health Insurance	\$1,538,000	\$1,292,000	-\$246,000	19 84.01%
5020.03	Unemployment Insurance	\$20,000	\$2,500	-\$17,500	20 12.50%
5020.04	LT Disability/Life Ins	\$39,000	\$37,000	-\$2,000	21 94.87%
5020.05	Worker's Comp	\$190,000	\$188,000	-\$2,000	22 98.95%
TOTAL SALARY & BENEFITS		\$6,276,065	\$5,595,465	-\$680,600	89.16%
SERVICE & SUPPLY ACCOUNTS					
5090.02	Clothing & Supplies	\$3,600	\$2,700	-\$900	23 75.00%
5090.05	Uniforms - Other	\$14,000	\$15,050	\$1,050	24 107.50%
5050.01	Communications - Phone	\$57,000	\$53,000	-\$4,000	25 92.98%
5090.20	Communications - Radio	\$1,000	\$0	-\$1,000	26 0.00%
5090.01	Household Expenses	\$15,750	\$12,700	-\$3,050	27 80.63%
5060.01	Insurance Premiums/Public Liability	\$535,000	\$535,000	\$0	100.00%
5060.02	Insurance Premiums/Physical Damage	\$25,000	\$23,300	-\$1,700	28 93.20%
5060.03	Insurance Premiums/Commercial	\$12,000	\$12,100	\$100	29 100.83%
5060.04	Insurance Premium EPLI Package	\$22,000	\$16,500	-\$5,500	30 75.00%
5090.06	Service Contracts/Equipment	\$192,000	\$143,000	-\$49,000	31 74.48%
5160.07	Park and Ride Maintenance	\$12,000	\$9,800	-\$2,200	32 81.67%
5160.01	Maintenance/Buildings	\$4,500	\$7,200	\$2,700	33 160.00%
5160.03	Maintenance/Equipment	\$8,000	\$8,000	\$0	100.00%
5160.05	Maintenance/Grounds	\$5,500	\$3,700	-\$1,800	34 67.27%
5160.09	Maintenance/Bus Stop	\$3,000	\$1,700	-\$1,300	35 56.67%
5160.00	Maintenance/Other	\$2,500	\$1,200	-\$1,300	36 48.00%
5040.00	Vehicle Maintenance (In-House)	\$380,000	\$236,000	-\$144,000	37 62.11%
5040.02	Vehicle Maintenance/Tires & Tubes	\$85,000	\$79,000	-\$6,000	38 92.94%
5040.03	Vehicle Maintenance/Lubricants	\$28,000	\$30,000	\$2,000	39 107.14%
5040.04	Vehicle Maintenance/Small Tools - Shop	\$4,300	\$6,650	\$2,350	40 154.65%
5040.80	Vehicle Maintenance/Sales Tax/ Fuel & Lub.	\$45,000	\$43,000	-\$2,000	41 95.56%
5090.40	Memberships	\$7,400	\$4,500	-\$2,900	42 60.81%
5090.70	Office Expense	\$15,000	\$12,200	-\$2,800	43 81.33%
5090.80	Postage	\$4,000	\$3,500	-\$500	44 87.50%
5090.00	Operating Expense - Other	\$600	\$600	\$0	100.00%
5030.00	Professional Services	\$170,000	\$157,000	-\$13,000	45 92.35%
5030.10	Employee Medical Exams	\$9,000	\$9,600	\$600	46 106.67%
5030.30	Background Checks	\$2,000	\$2,000	\$0	100.00%
5090.08	Pubs/Legal Notices	\$4,000	\$4,200	\$200	47 105.00%
5090.75	Printing	\$20,000	\$9,500	-\$10,500	48 47.50%
5120.02	Rents/Leases - Equipment	\$21,000	\$19,000	-\$2,000	49 90.48%
5120.03	Rents/Leases Park and Rides	\$11,000	\$11,000	\$0	100.00%
5140.01	Equipment Purchase - Data Processing	\$1,000	\$1,000	\$0	100.00%
5140.05	Equipment Purchase - Office	\$4,000	\$4,000	\$0	100.00%
5150.00	Special Department Expense	\$5,000	\$5,000	\$0	100.00%
5150.01	Marketing	\$25,000	\$7,000	-\$18,000	50 28.00%
5090.30	Staff Development/Travel	\$31,000	\$33,000	\$2,000	51 106.45%
5040.01	Fuel Purchase	\$671,000	\$640,000	-\$31,000	52 95.38%
5090.72	Bank Charges	\$800	\$600	-\$200	53 75.00%
5090.73	Credit Card Charge Fees	\$5,000	\$3,200	-\$1,800	54 64.00%
5090.74	Connect Card Administration Expenses	\$40,000	\$2,700	-\$37,300	55 6.75%
5050.02	Utilities	\$54,000	\$46,000	-\$8,000	56 85.19%
5050.03	Utilities/ Park & Rides	\$24,000	\$22,000	-\$2,000	57 91.67%
4108.01	Apple Farms Shuttle AB2766 Grant	\$0	\$101,198	\$101,198	58 0.00%
4108.03	Fair Shuttle AB2766 Grant	Pending	\$40,000	\$40,000	59 0.00%
6270.00	Contingency	\$272,673	\$0	-\$272,673	60 0.00%
TOTAL SERVICES AND SUPPLIES		\$2,852,623	\$2,378,398	-\$474,225	83.38%
TOTAL OPERATING EXPENSES		\$9,128,688	\$7,973,863	-\$1,154,825	87.35%