



EL DORADO TRANSIT

County of El Dorado
Board of Supervisors Meeting Room
330 Fair Lane, Bldg. A
Thursday, February 6, 2020; 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.

ELECTION OF OFFICERS

A. Election of Chairperson and Vice-Chairperson for Calendar Year 2020

It was moved and seconded to elect Director Hidahl as Chairperson and Director Taylor as Vice-Chairperson

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

B. Oath of Office

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

Mark Acuna, Shiva Frentzen, John Hidahl, Kara Taylor, Brian Veerkamp

CEREMONIAL ITEMS

- A. Newly elected Chairperson plaque presentation to outgoing Chairperson Mark Acuna

Director Hidahl presented outgoing Chairperson Acuna with a plaque

ROLL CALL

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

Ayes: Acuna, Frentzen, Hidahl, Taylor, Veerkamp

OPEN FORUM

None

1. CONSENT CALENDAR

- A. Approve Conformed Minutes of Regular Meeting December 5, 2019
- B. Receive and File November and December 2019 Check Registers
- C. Receive and File November and December 2019 Ridership Reports
- D. Receive and file Quarterly Investment Reports for the periods ending 09/30/2019 and 12/31/2019
- E. **1.** Adopt Resolution No. 20-01 Authorizing the Executive Director to File Applications for Federal Administration Funding Programs
 - 2.** Adopt Resolution No. 20-02 Authorizing the Executive Director to File Application specific to the Federal Transit Administration Section 5311 Grant Program

- F. 1.** Award contract for preliminary design and engineering services for the County Line Multi-Modal Transit Center to the lowest responsible bidder, consistent with the bid documents
- 2.** Approve Purchase Order No. 25247 issued to CTA Engineering in an amount not to exceed \$29,580
- 3.** Authorize the Executive Director to execute the contract, including change order authority not exceeding ten percent of the contract price and to execute all related documents necessary to complete the project within the approved budget
- G. 1.** Award contract to Orion Outdoor Media for bus shelter advertising and maintenance services consistent with the scope of work in Request for Proposal No. 19-03
- 2.** Authorize the Executive Director to finalize terms, exercise future options and execute all documents related to the contract award from Request for Proposal No. 19-03
- H.** Approve Revised Blanket Purchase Orders above \$25,000 for Fiscal Year 2019/20

2. ACTION ITEMS

- A.** Approve Revisions to the El Dorado County Transit Authority Employment Background Check Policy

Action:

Approve Revisions to the El Dorado County Transit Authority Employment Background Check Policy

M/S: Frentzen/Acuna

Ayes: Acuna, Frentzen, Hidahl, Taylor, Veerkamp

- B.** Adopt Resolution No. 20-03 approving the **El Dorado County Transit Authority Personnel Policies and Procedure Manual** with revisions and additions

Action:

Adopt Resolution No. 20-03 approving the El Dorado County Transit Authority Personnel Policies and Procedure Manual with revisions and Additions

M/S: Veerkamp/Taylor

Ayes: Acuna, Frentzen, Hidahl, Taylor, Veerkamp

- C. 1. Adopt Fiscal Year 2019/20 Revised Mid-Year Operating Budget Adjustments
2. Approve the use of Contingency funds to offset reduction in revenues

Action:

1. Adopt Fiscal Year 2019/20 Revised Mid-Year Operating Budget Adjustments
2. Approve the use of Contingency funds to offset reduction in revenues

M/S: Acuna/Frentzen

Ayes: Acuna, Frentzen, Hidahl, Taylor, Veerkamp

3. **INFORMATION ITEMS**

- A. Newsletter

No action. Information only.

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

* Verbal Report

ADJOURNMENT

Chairperson Hidahl adjourned the meeting at 1:29 PM. The next regularly scheduled meeting is Thursday, March 5, 2020.

Respectfully Submitted,

**Megan Wilcher
Secretary to the Board**