



EL DORADO TRANSIT

EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING AGENDA

Thursday, September 3, 2020; 1:00 PM

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

These meetings will be conducted pursuant to the provisions of California Executive Order N-29-20, which suspends certain requirements of the Ralph M. Brown Act to allow for greater flexibility in conducting public meetings via teleconferencing and allowing public participation telephonically. These measures will only apply during the period in which state or local public health officials have imposed or recommended social distancing measures.

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 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.

Participate by Computer:

<https://us02web.zoom.us/j/833772503>

Participate by Phone:

1-669-900-6833

Meeting ID: 833-772-503

Passcode: 2020

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

CEREMONIAL ITEMS

- A. Certificate of appreciation presentation to outgoing El Dorado County Transportation Commission Executive Assistant Joni Rice

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 July 9, 2020	4
B. Receive and File June and July 2020 Check Registers	8
C. Receive and File May, June and July 2020 Ridership Reports	14
D. 1. Receive and File Quarterly Investment Report for Quarter Ending 6/30/2020	21
2. Review Annual Interest Reports for all Operating and Restricted Capital Funds	
E. Adopt Resolution No. 20-24 defining agency contributions for health premium benefits for unrepresented regular and management employees for Calendar Year 2021	25
F. Approve Designation of Surplus Property as Per Itemized Property Inventory List	30
G. Adopt Resolution No. 20-23 Authorizing the Executive Director to Claim Revised Transportation Development Act (TDA) Funds for Fiscal Year 2020/21	32
H. Approve the Biennial Conflict of Interest Code Review and direct staff to provide a written statement to the code reviewing body	37

	<u>PAGE</u>
I. Approve Funding of Operating Reserve utilizing Bike Locker, Advertising and Miscellaneous revenue accounts for Fiscal Year 2019/20	41
2. <u>ACTION ITEMS</u>	
A. Receive and File the El Dorado County Transit Authority Workers Compensation Trending Report	43
B. 1. Form an ad hoc Audit Review Committee to receive and review Fiscal Year 2019/20 independent fiscal and compliance audit reports	50
2. Appoint Chair and Vice-Chair as members to the Audit Review Committee	
C. 1. Receive and File the Final Proposed Amended Operating Budget for Fiscal Year 2019/20	52
2. Authorize the transfer of \$943,000 in State Transit Assistance funds from the Operating Budget into the Capital program	
3. Acknowledge the budget amount of \$1,409,540 in deferred Local Transportation Funds	

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 BOARD MEETING
OF THE EL DORADO COUNTY TRANSIT AUTHORITY

Thursday, October 1, 2020 1:00 P.M.

Zoom Meeting Teleconference

<https://us02web.zoom.us/j/833772503>

1-669-900-6833

Meeting ID: 833-772-503

Password: 2020



EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING AGENDA CONFORMED MINUTES

Thursday, July 9, 2020; 1:00 PM

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

These meetings will be conducted pursuant to the provisions of California Executive Order N-29-20, which suspends certain requirements of the Ralph M. Brown Act to allow for greater flexibility in conducting public meetings via teleconferencing and allowing public participation telephonically. These measures will only apply during the period in which state or local public health officials have imposed or recommended social distancing measures.

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 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.

Participate by Computer:

<https://us02web.zoom.us/j/833772503>

Participate by Phone:

1-669-900-6833

Meeting ID: 833-772-503

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Hidahl called the meeting to order at 1:03 PM and the pledge of allegiance was recited.

ROLL CALL

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

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, Hidahl, Taylor, Veerkamp
Absent: Frentzen

OPEN FORUM

None

1. CONSENT CALENDAR

- A. Approve Conformed Minutes of Regular Meeting June 4, 2020
- B. Receive and File May 2020 Check Registers
- C. Receive and File the County Line Multi-Modal Transit Center Preliminary Design & Engineering Services report
- D. 1. Adopt Resolution No. 20-21 Authorizing the Executive Director to Execute All Documents for the California State of Good Repair Program

2. Adopt Resolution No. 20-22 Authorizing the California State of Good Repair Project List
- E. Approve Purchase Order 26167 issued to the Employment Development Department in the amount of \$175,000 for Unemployment Insurance

2. ACTION ITEMS

- A. 1. Adopt Resolution No. 20-18 Authorizing an Amendment to the CalPERS Contract to include Section 20903

2. Approve the Amendment to the Contract to include Section 20903
3. Authorize the Verification of Final Action of the El Dorado County Transit Authority Governing Board

Action: The Board unanimously approved this item.

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

TIMED ITEM 1:05 PM

- B. Public Hearing to Adopt Resolution No. 20-19 Finalizing the Fiscal Year 2020/21 Operating Budget**

Action: Chair Hidahl opened the Public Hearing at 1:10 PM to accept public comment on the proposed final Operating Budget for Fiscal Year 2020/21. There was no public comment on this item.

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

TIMED ITEM 1:06 PM

- C. Public Hearing to Adopt Resolution No. 20-20 Finalizing the Fiscal Year 2020/21 Capital Improvement Plan and Capital Budget**

Action: Chair Hidahl opened the Public Hearing at 1:12 PM to accept public comment on the proposed final Capital Improvement Plan and Capital Budget budget for Fiscal Year 2020/21. There was no public comment on this item.

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

- D. Final ratification of the Executive Director Employment Contract approved June 4, 2020**

Action: The Board unanimously approved the final ratification of the Executive Director Employment Contract.

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

3. INFORMATION ITEMS

A. Newsletter

Information item only. No action taken.

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 Session Pursuant to Government Code Section 54957.6 – Conference with Labor Negotiators concerning discussions with Unrepresented Regular Employees and Unrepresented Regular Management Employees of the El Dorado County Transit Authority. The designated representatives for the El Dorado County Transit Authority are Executive Director Matthew Mauk and Legal Counsel Michael Tucker

Recessed to Closed Session at 1:27 PM.

RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

Reconvened to Open Session at 1:53 PM. No report out.

ADJOURNMENT

Chairperson Hidahl adjourned the meeting at 1:55 PM. The next meeting will be a regular meeting scheduled for Thursday August 6, 2020.

* Verbal Report

Respectfully Submitted,

**Megan Wilcher
Secretary to the Board**

AGENDA ITEM 1 B
Consent Item

MEMORANDUM

DATE: September 3, 2020
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Receive and File June and July 2020 Check Registers

REQUESTED ACTION:

BY MOTION,

Receive and File June and July 2020 Check Registers

BACKGROUND

The following check registers include routine transactions for the months of June and July 2020. These expenditures fall within budgets adopted by the El Dorado County Transit Authority Board of Directors.

DISCUSSION

Seventeen (17) items merit further detail:

Check #34352 – City of Placerville.....\$56,785.74

This warrant pays the partial obligation for Progress Payment #14 for costs associated with the Western Placerville Interchange (WPI) project using State Transit Assistance (STA) funds; CIP Project #12-06.

Check #34354 – Creative Bus Sales.....\$334,340.45

This check pays an obligation for the replacement of five (5) Demand Response Minivans using Federal Transit Administration (FTA) Section 5310 and State Transit Assistance (STA) funds; CIP Project # 19-04.

Check #34355 CTA Engineering & Surveying.....\$10,476.25

This check pays an obligation for engineering and design for the proposed multi-model park & ride facility in El Dorado Hills using Local Transportation Funds (LTF).

Check #34357 – EDC Dept. of Transportation.....\$2,330.56

This warrant pays the obligation for a utility encroachment associated with the Pollock Pines Bus Stop Improvements using State Transit Assistance Funds (STA); CIP Project #19-02.

Check #34368 – Talley, Inc.....\$947.29
This check pays the obligation for Radio System equipment using California Transit Security Grant Program-California Transit Assistance Funds (CTSGP-CTAF) funds; CIP Project #18-06.

Check #34435 – City National Bank.....\$65,415.53
This check pays an obligation for Payment #8 of the Capital Purchase of five (5) MCI Commuter Coaches using Local Transportation Funds (LTF).

Check #34444 – RouteMatch Software Inc.....\$48,790.45
This check pays the obligation for annual support, housing, IVR, data fees associated with the scheduling and statistical software for FY 2020/21 using Local Transportation Funds (LTF).

Check #34446 – SDRMA – Special Districts Risk Management Authority.....\$388,492.73
This check pays an obligation for Workers Compensation insurance for FY 2020/21 using Local Transportation Funds (LTF).

Check #34452 – El Dorado County Department of Transportation.....\$1.00
This check pays the obligation for the Annual lease Payment for the El Dorado Hills Park & Ride lot using Local Transportation Funds (LTF).

Check #34503 – Zonar Systems Inc.....\$17,632.68
This check pays the obligation for annual support, housing and data fees associated with the maintenance and pre/post trip inspection software for FY 2020/21 using Local Transportation Funds (LTF).

EFT TRANS; 07/15/2020 – Public Employers’ Retirement System.....\$23,227.69
This transfer pays an obligation for the Monthly Unfunded Liability for Classic Employees for fiscal year (FY) 2020/21 using Local Transportation Funds (LTF). This item is typically paid on an annual basis. Due to COVID-19 this obligation will be paid monthly for cash flow purposes.

EFT TRANS; 07/15/2020 – Public Employers’ Retirement System.....\$8,679.00
This transfer pays an obligation for Annual Unfunded Liability for PEPRA Employees for fiscal year (FY) 2020/21 using Local Transportation Funds (LTF).

Check #34508 – CalTIP – California Transit Indemnity Pool.....\$154,989.75
This check pays an obligation for the Quarterly Public Liability Insurance coverage for fiscal year (FY) 2020/21 using Local Transportation Funds (LTF). This item is typically paid on an annual basis. Due to COVID-19 this obligation will be paid quarterly for cash flow purposes.

Check #34509 – CalTIP – California Transit Indemnity Pool.....\$24,995.00
This check pays the obligation for Annual Physical Damage Insurance coverage for fiscal year (FY) 2020/21 using Local Transportation Funds (LTF).

Check #34510 – CalTIP – California Transit Indemnity Pool.....\$19,384.00
This check pays the obligation for Annual Employment Practices Liability Insurance coverage for fiscal year (FY) 2020/21 using Local Transportation Funds (LTF).

Check #34511 – El Dorado County Sheriff’s Office.....\$7,351.60
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 #34539 – Simme LLC.....\$8,929.00
This check pays an obligation for the Seats and Poles for Bus Stop improvements including Upper Broadway, using State Transit Assistance Funds (STA); CIP Projects #17-03 and 18-02.

EL DORADO COUNTY TRANSIT AUTHORITY

Check Register

June - July 2020

Date	Num	Name	Memo	Amount
06/01/2020	EFT TRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	Medical Premium - June 2020	39,633.88
06/02/2020	34347	ADM SCREENING	Physicals & Randoms - April 2020	410.00
06/02/2020	34348	AT&T / CALNET	Monthly Utilities	474.13
06/02/2020	34349	AT&T MOBILITY	Wireless Service for Surveillance Cameras at P&R March 2020	557.96
06/02/2020	34350	CAL.NET	Camera Service June 2020	65.10
06/02/2020	34351	CDW GOVERNMENT	4TB Hard Drive	276.32
06/02/2020	34352	CITY OF PLACERVILLE	WPI - Progress Payment #14	56,785.74
06/02/2020	34353	COMCAST	Internet Service May 2020	244.69
06/02/2020	34354	CREATIVE BUS SALES	5 - 2019 Eldorado Amerivans	334,340.45
06/02/2020	34355	CTA ENGINEERING & SURVEYING	Finalize Conceptual Site Plans & Estimates	10,476.25
06/02/2020	34356	DAWSON OIL	Fuel May 2020	16,588.81
06/02/2020	34357	EDC DEPARTMENT OF TRANSPORTATION	Pollock Pines Bus Stop Utility Encroachment	2,330.56
06/02/2020	34358	EL DORADO DISPOSAL	Disposal Service - May 2020	337.04
06/02/2020	34359	GLOBAL DATA VAULT LLC	Cloud Back-Up Service May 2020	300.00
06/02/2020	34360	HUNT & SONS INC	Fuel 05/01/20 - 05/15/20	1,554.03
06/02/2020	34361	IMPERIAL PRINTING-HKR	Vehicle Graphics #1906	1,984.13
06/02/2020	34362	KINETICO WATER OF PLACERVILLE	Drinking Water Service June 2020	42.90
06/02/2020	34363	MAG LANDSCAPING INC	May 2020 - Landscape Service	940.00
06/02/2020	34364	PACIFIC GAS & ELECTRIC	Monthly Utilities	480.45
06/02/2020	34365	QUILL	Misc. Office Supplies	42.89
06/02/2020	34366	RTS IT INC	ITCare Gold Service Plan - June 2020	4,687.50
06/02/2020	34367	SQUEAKY CLEAN	Bus Interior Sanitation & Missouri Flat Bus Station Cleaning	3,440.00
06/02/2020	34368	TALLEY INC	Radio Speakers, Base, and Antenna	947.29
06/02/2020	34369	TOWN CENTER EAST LP	Lease Pymt for June 2020 P&R	700.00
06/02/2020	34370	TRUE VALUE HARDWARE	Parts and Supplies	59.47
06/02/2020	34371	UNIVERSAL SECURITY & FIRE INC	Service and Trip Charge	200.00
06/03/2020	34372	GIRARD & EDWARDS	Legal Service Mar., Apr., May., - 2020	19,675.00
06/03/2020	34373	OPERATING ENGINEERS - MEDICAL	Medical Premium - June 2020	49,398.00
06/09/2020	34374	3D DATACOM	Camera Fix at Cambridge P&R	60.00
06/09/2020	34375	ABSOLUTE GLASS INC	Fleet Vehicle Window Repairs	392.07
06/09/2020	34376	AFLAC	Employee Paid Premiums - June 2020	1,442.46
06/09/2020	34377	AFTERMARKET PARTS CO LLC	VOID: P95613	0.00
06/09/2020	34378	ALPHA ANALYTICAL LABORATORIES INC	Storm Water Testing	331.00
06/09/2020	34379	AMERICAN HERITAGE LIFE INSURANCE COMPANY	Employee Paid Premiums - June 2020	110.46
06/09/2020	34380	AT&T / CALNET	Monthly Utilities	419.11
06/09/2020	34381	AUTOZONE	Parts and Supplies	935.37
06/09/2020	34382	BUS & EQUIPMENT REPAIR OF CA	Parts and Supplies	1,268.16
06/09/2020	34383	C & H MOTOR PARTS	Parts and Supplies	481.87
06/09/2020	34384	CALIFORNIA STEAM INC	Periodic Maint. Service & Repair Parts	475.21
06/09/2020	34385	CAPITOL CLUTCH & BRAKE	Parts and Supplies	858.03
06/09/2020	34386	CELL ENERGY	Fleet Vehicle Batteries	137.21
06/09/2020	34387	FACTORY MOTOR PARTS	Parts and Supplies	501.88
06/09/2020	34388	FASTENAL	Parts and Supplies	282.50
06/09/2020	34389	GCR TIRES & SERVICE	Fleet Vehicle Tires	1,084.23
06/09/2020	34390	GILLIG LLC	Parts and Supplies	98.96
06/09/2020	34391	HOLT OF CALIFORNIA	Software Renewal	1,662.38
06/09/2020	34392	HUNT & SONS INC	Fuel May 2020	1,317.01
06/09/2020	34393	J. C. NELSON SUPPLY CO.	Disinfectant - Covid Supplies	611.54
06/09/2020	34394	LANGUAGE LINE SERVICES INC	Phone Interpretation May 2020	37.65
06/09/2020	34395	MISSION UNIFORM SERVICE	Uniforms, Towels, & Mats Service	249.23
06/09/2020	34396	MOUNTAIN DEMOCRAT INC	Public Notice, Final Budgets FY 20/21	39.00
06/09/2020	34397	O'REILLY AUTO PARTS	Parts and Supplies	475.64
06/09/2020	34398	PACIFIC GAS & ELECTRIC	Monthly Utilities	2,608.18
06/09/2020	34399	RIEBES AUTO PARTS	Parts and Supplies	101.08
06/09/2020	34400	ROBERTS & COMPANY INC	CPA Services May 2020	50.00
06/09/2020	34401	RON DUPRATT FORD	Parts and Supplies	176.49
06/09/2020	34402	SIERRA NEVADA TIRE & WHEEL	Fleet Vehicle Tires	284.76
06/09/2020	34403	SQUEAKY CLEAN	Missouri Flat Shelter Fogging & Disinfecting	2,968.00
06/09/2020	34404	SUN LIFE FINANCIAL	June 2020 Group Life & LTD Benefits	2,626.84
06/09/2020	34405	VERIZON WIRELESS	Cell Phone Service May 2020	1,402.74
06/09/2020	34406	VISA	Reconciled Charges	837.14
06/09/2020	34407	WESTERN TRUCK PARTS LLC	VOID: 100513	0.00
06/09/2020	34408	ZEP MANUFACTURING CO.	Covid Cleaning Supplies	245.77
06/09/2020	34409	ZONAR SYSTEMS INC	GPS Cable Kits #'s 1907-1911	275.38
06/09/2020	34410	EMP. MISC. REIMBURSEMENT	DMV Exam	75.00
06/09/2020	34411	EMP. MISC. REIMBURSEMENT	DMV Renewal Reimbursement	58.00
06/09/2020	34412	EMP. MISC. REIMBURSEMENT	Postage	34.50
06/09/2020	34413	AFTERMARKET PARTS CO LLC	Parts and Supplies	643.16
06/09/2020	34414	WESTERN TRUCK PARTS LLC	Parts and Supplies	1,684.47
06/15/2020	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE JUNE 12, 2020	4,634.54
06/15/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #12 CLASSIC	11,421.41
06/15/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #12 PEPPA	8,173.76
06/22/2020	34415	3D DATACOM	Camera ExacqVision 2-Year Subscription FY 20/21	2,891.89
06/22/2020	34416	ADM SCREENING	DMV Physical and Random Screening May 2020	375.00
06/22/2020	34417	CAL.NET	Bus Stop Camera Service June 2020	111.82
06/22/2020	34418	CalACT	Shipping for Masks & Sanitizer	65.10
06/22/2020	34419	EDC HHSA-PUBLIC HEALTH DIVISION	TB Evaluations	72.00
06/22/2020	34420	EL DORADO IRRIGATION DISTRICT	Water Service MMTF 04/04/19-06/04/20	116.15

EL DORADO COUNTY TRANSIT AUTHORITY

Check Register

June - July 2020

Date	Num	Name	Memo	Amount
06/22/2020	34421	GLOBAL DATA VAULT LLC	Monthly Cloud Back-Up Service June 2020	300.00
06/22/2020	34422	IMAGE SOURCE	Billing Period 06/14/20 - 07/13/20	413.08
06/22/2020	34423	OPERATING ENGINEERS LOCAL UNION #3	Union Dues June 2020	1,820.00
06/22/2020	34424	PRO-LINE CLEANING SERVICES INC	Cleaning Services May 2020	900.00
06/22/2020	34425	QUILL	Misc. Office Supplies	371.98
06/22/2020	34426	RTS IT INC	ITCARE Email Encryption 06/03/20 / 06/30/20	31.50
06/22/2020	34427	SQUEAKY CLEAN	Bus Interior Fogging, and Missouri Flat Fogging - Covid	3,089.00
06/22/2020	34428	UNIVERSAL SECURITY & FIRE INC	Fire Alarm Control Panel Battery Replacements	253.63
06/22/2020	34429	WOLFPACK INSURANCE SERVICES, INC.	Dental & Vision Premiums July 2020	4,430.70
06/22/2020	34430	XEROX FINANCIAL SERVICES	Lease Payment - June 2020	774.35
06/22/2020	34431	VISA	Reconciled Charges	254.88
06/29/2020	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE JUNE 26, 2020	4,331.34
06/29/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #13 CLASSIC	11,299.47
06/29/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #13 PEPRA	7,885.30
07/01/2020	EFT TRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	Medical Premium - June 2020	39,633.88
07/01/2020	34432	AT&T / CALNET	Monthly Utilities	459.68
07/01/2020	34433	AT&T MOBILITY	Surveillance Cameras at P&R's - June 2020	186.52
07/01/2020	34434	CDW GOVERNMENT	VOID: 10627815	0.00
07/01/2020	34435	CITY NATIONAL BANK	MCI Capital Lease Payment #8	65,415.53
07/01/2020	34436	COMCAST	High-Speed Internet June 2020	244.69
07/01/2020	34437	DAWSON OIL	Fuel - June 2020	22,415.74
07/01/2020	34438	FEDERAL EXPRESS	Overnight Shipping	67.75
07/01/2020	34439	HUNT & SONS INC	Fuel 06/01/20 - 06/15/20	1,647.75
07/01/2020	34440	IMAGE FACTORY	Updates to Local Route Schedules	656.25
07/01/2020	34441	PACIFIC GAS & ELECTRIC	Monthly Utilities	490.81
07/01/2020	34442	PROTELESIS	Cordless Headset & Module Bundle	625.58
07/01/2020	34443	QUILL	Misc. Office Supplies	191.53
07/01/2020	34444	ROUTEMATCH SOFTWARE INC	Annual Technical Support FY 2020/2021	48,790.45
07/01/2020	34445	RTS IT INC	ITCare Gold Service July 2020	4,722.50
07/01/2020	34446	SDRMA	Annual FY 2021 Workers' Comp Premium	388,492.73
07/01/2020	34447	SHRED CITY	Distruction of Floppy, Tape, and Hard Drive Disks	500.00
07/01/2020	34448	SQUEAKY CLEAN	Bus Interior Fogging and Disinfecting - Covid	2,617.00
07/01/2020	34449	STEVE STYMEIST COLLISION CNTRS	Auto Body & Paint Repairs #1705	9,554.48
07/01/2020	34450	TOWN CENTER EAST LP	Lease Pymt for July 2020 P&R	700.00
07/01/2020	34451	CDW GOVERNMENT	27" Monitor	14.93
07/01/2020	34452	EDC DEPARTMENT OF TRANSPORTATION	Annual Lease for El Dorado Hills Park & Ride FY 2020/2021	1.00
07/08/2020	34453	A-Z BUS SALES	Dual Shaft Blower Assy. #0607	145.62
07/08/2020	34454	ABSOLUTE GLASS INC	Fleet Vehicle Window Repairs	342.06
07/08/2020	34455	AFTERMARKET PARTS CO LLC	Parts and Supplies	356.40
07/08/2020	34456	AMERICAN HERITAGE LIFE INSURANCE COMPANY	Employee Paid Premiums July 2020	110.46
07/08/2020	34457	AUTOZONE	Parts and Supplies	246.95
07/08/2020	34458	BUS & EQUIPMENT REPAIR OF CA	Parts and Supplies	1,544.24
07/08/2020	34459	CAPITOL CLUTCH & BRAKE	Parts and Supplies	334.58
07/08/2020	34460	CELL ENERGY	Fleet Vehicle Batteries	675.38
07/08/2020	34461	CITY OF PLACERVILLE	Bus Shelter Maintenance Jul., Aug., Sept. - 2020	330.00
07/08/2020	34462	CUMMINS PACIFIC LLC	Dipstick #1002	88.93
07/08/2020	34463	EDC RISK MANAGEMENT	Health Insurance June 2020	2,452.30
07/08/2020	34464	EDC SHERIFF'S OFFICE - 2-Way Radio	Repeater System & Power Sac Hill Repairs	649.20
07/08/2020	34465	EL DORADO DISPOSAL	Monthly Utilities	337.04
07/08/2020	34466	EL DORADO DISPOSAL-HAZARDOUS WASTE & DUMP	Clean YW-Self Haul 2-Loads 06/01/20	41.48
07/08/2020	34467	EL DORADO IRRIGATION DISTRICT	Water Service Forni/Ray Lawyer P&R	166.48
07/08/2020	34468	FACTORY MOTOR PARTS	Parts and Supplies	897.48
07/08/2020	34469	FASTENAL	Safety Glasses - Covid	227.03
07/08/2020	34470	FEILD AND ASSOCIATES	General Planning - Admin. & Bass Lake	2,295.00
07/08/2020	34471	FLEMING DISTRIBUTING CO.	Additives for PM Services	270.81
07/08/2020	34472	FOLSOM LAKE DODGE	Support #1501	66.37
07/08/2020	34473	GCR TIRES & SERVICE	Fleet Vehicle Tires	746.91
07/08/2020	34474	GILLIG LLC	Parts and Supplies	14,604.98
07/08/2020	34475	GIRARD & EDWARDS	Legal Services June 2020	6,500.00
07/08/2020	34476	EDC RISK MANAGEMENT	Health Insurance July 2020	2,452.30
07/08/2020	34477	J. C. NELSON SUPPLY CO.	Sanitizer/Disinfecting Supplies - Covid	659.21
07/08/2020	34478	KIMBALL MIDWEST	Clamps & Rings - Shop Supplies	144.46
07/08/2020	34479	KINETICO WATER OF PLACERVILLE	Drinking Water Service - July 2020	42.90
07/08/2020	34480	LANGUAGE LINE SERVICES INC	Interpretation Service June 2020	40.16
07/08/2020	34481	MAG LANDSCAPING INC	Landscaping Services - June 2020	940.00
07/08/2020	34482	MISSION UNIFORM SERVICE	Uniforms, Towels, & Mats Services	310.09
07/08/2020	34483	O'REILLY AUTO PARTS	Parts and Supplies	427.71
07/08/2020	34484	OPERATING ENGINEERS - MEDICAL	Medical Premium - July 2020	49,398.00
07/08/2020	34485	PACIFIC GAS & ELECTRIC	Monthly Utilities	2,958.28
07/08/2020	34486	PLATT ELECTRIC SUPPLY INC	Bulbs & Shop Lights	49.40
07/08/2020	34487	PRO-LINE CLEANING SERVICES INC	Cleaning Services - June 2020	900.00
07/08/2020	34488	RAMOS ENVIRONMENTAL SERVICES	Hazardous Waste Pick Up & Disposal	206.00
07/08/2020	34489	RIEBES AUTO PARTS	Idler Pulley #0703	34.11
07/08/2020	34490	ROBERTS & COMPANY INC	CPA Services June 2020	1,140.00
07/08/2020	34491	RON DUPRATT FORD	Parts and Supplies	875.57
07/08/2020	34492	SIERRA NEVADA TIRE & WHEEL	Fleet Vehicle Tires	2,911.58
07/08/2020	34493	SQUEAKY CLEAN	Bus & Missouri Flat Shelter Fogging & Disinfecting	1,993.00
07/08/2020	34494	SUN LIFE FINANCIAL	Group Life & LTD Benefits July 2020	2,626.84
07/08/2020	34495	TRANSIT MARKETING LLC	Shelter Poster Redesign & Map Updates	880.00

EL DORADO COUNTY TRANSIT AUTHORITY

Check Register

June - July 2020

Date	Num	Name	Memo	Amount
07/08/2020	34496	TRUE VALUE HARDWARE	Parts and Supplies	137.28
07/08/2020	34497	UNIVERSAL SECURITY & FIRE INC	Burglar Alarm Monitoring 07/01/20 - 09/30/20	135.00
07/08/2020	34498	VAN DE POL ENTERPRISES INC	ATF, DEF, Gear Oil Bulk	1,619.11
07/08/2020	34499	VERIZON WIRELESS	Cellular Service - June 2020	1,595.72
07/08/2020	34500	WESTERN SUPPLY INC	Brass Valve Stems	69.76
07/08/2020	34501	WESTERN TRUCK PARTS LLC	Parts and Supplies	2,083.25
07/08/2020	34502	WOLFPACK INSURANCE SERVICES, INC.	Dental & Vision Coverage August 2020	4,430.70
07/08/2020	34503	ZONAR SYSTEMS INC	Annual Contract Service FY 2020/2021	17,632.68
07/08/2020	34504	PACIFIC GAS & ELECTRIC	Deposit - Abandonment Processing on Bass Lake Hills P&R Property	750.00
07/13/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	PR #14 CLASSIC	11,893.64
07/13/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	PR #14 PEPRA	8,455.32
07/14/2020	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE JULY 10, 2020	8,682.32
07/15/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	Annual Unfunded Liability Jun 2020 - Classic	23,227.69
07/15/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	Annual Unfunded Liability FY 2020/21 - Pepra	8,679.00
07/17/2020	34505	AFLAC	Employee Paid Premium July 2020	1,442.46
07/17/2020	34506	AFTERMARKET PARTS CO LLC	Driver's Barriers - Covid Shields #'s 1001-1009, 1202, 1401, 1801-1804	12,021.23
07/17/2020	34507	AT&T / CALNET	Monthly Utilities	419.11
07/17/2020	34508	CalTIP - CAL TRANSIT INDEMNITY POOL	Liability Program Premium 1st Quarter FY 2020/21	154,989.75
07/17/2020	34509	CalTIP - CAL TRANSIT INDEMNITY POOL	Physical Damage Program Premium FY 2020/21	24,995.00
07/17/2020	34510	CalTIP - CAL TRANSIT INDEMNITY POOL	ERMA Program Premium FY 2020/21	19,384.00
07/17/2020	34511	EDC SHERIFF'S OFFICE - 2-Way Radio	Installation of Three Repeaters for Radio System	7,351.60
07/17/2020	34512	HUNT & SONS INC	Fuel Purchases 06/16/20 - 06/30/20	2,193.22
07/17/2020	34513	IMAGE SOURCE	Contract Period 07/14/20 - 08/13/20	430.60
07/17/2020	34514	IMPERIAL PRINTING-HKR	Graphics on Mini-Vans #'s 1907-1911	3,351.56
07/17/2020	34515	LSC TRANSPORTATION CONSULTANTS, INC.	Dial-a-Ride Map Revisions	1,560.00
07/17/2020	34516	OPERATING ENGINEERS LOCAL UNION #3	Employee Paid Union Dues July 2020	1,820.00
07/17/2020	34517	PERFECTO LABEL CO INC	Fare Box Labels	76.15
07/17/2020	34518	QUILL	Misc. Office Supplies	416.43
07/17/2020	34519	RESCO PRINTING	Local Service Guides	2,484.98
07/17/2020	34520	RTS IT INC	Laptops & Windows Upgrades	2,957.50
07/17/2020	34521	SQUEAKY CLEAN	Sanitize & Fogg Bus Interiors & Missouri Flat Bus Stop	2,777.00
07/17/2020	34522	TRANSIT INFORMATION PRODUCTS	Transit Maps for Bus Shelters	849.97
07/17/2020	34523	VIPER PEST CONTROL INC	Bi-Monthly Pest Control	65.00
07/17/2020	34524	VISA	Reconciled Charges	291.74
07/17/2020	34525	XEROX FINANCIAL SERVICES	Lease Billing Period 07/14/20 - 08/13/20	774.35
07/28/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	PR #15 CLASSIC	11,421.73
07/28/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	PR #15 PEPRA	7,774.98
07/29/2020	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE JULY 24, 2020	4,044.78
07/29/2020	34526	ADM SCREENING	DMV Physicals & DOT Drug Screens - June 2020	495.00
07/29/2020	34527	AT&T / CALNET	Central Billing	492.41
07/29/2020	34528	AT&T MOBILITY	Wireless Service for Park & Ride Surveillance Cameras - July 2020	186.12
07/29/2020	34529	CA DEPT OF TAX & FEE ADMIN	Diesel Exempt Bus Operator Fuel Tax QTR. 02, 2020	240.00
07/29/2020	34530	COMCAST	High Speed Internet - July 2020	244.69
07/29/2020	34531	EDCTC	Quarterly Reimbursement for the Federal Advocacy Contract	1,625.00
07/29/2020	34532	EL DORADO HILLS CHAMBER OF COMMERCE	Annual Membership 09/01/20 - 08/31/21	225.00
07/29/2020	34533	EL DORADO IRRIGATION DISTRICT	Water Service 0720COMM	654.00
07/29/2020	34534	FEDERAL EXPRESS	Overnight Shipping	195.05
07/29/2020	34535	GLOBAL DATA VAULT LLC	Recovery Cloud Back-Up Service - July 2020	300.00
07/29/2020	34536	HUNT & SONS INC	Fuel Purchases 07/01/20 - 07/15/20	1,532.30
07/29/2020	34537	PACIFIC GAS & ELECTRIC	Monthly Utilities	478.78
07/29/2020	34538	QUILL	Misc. Office Supplies	130.51
07/29/2020	34539	SIMME LLC	Simme Seats & Poles for Bus Stops	8,929.00
07/29/2020	34540	SQUEAKY CLEAN	Interior Sanitizing & Fogging of Busses and Missouri Flat Bus Stop - Covid	2,578.00
07/29/2020	34541	TRILLIUM SOLUTIONS INC	Annual GTFS Manager, Interactive Map, and Web Hosting for FY 20/21	3,700.00
				<u>1,703,470.55</u>
TOTAL				<u>1,703,470.55</u>

AGENDA ITEM 1 C
Consent Item

MEMORANDUM

DATE: September 3, 2020

TO: El Dorado County Transit Authority

FROM: Brian James, Planning and Marketing Manager

SUBJECT: May, June and July 2020 Ridership Reports

REQUESTED ACTION:

BY MOTION,

Receive and File the May, June and July 2020 Ridership Reports

BACKGROUND

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

DISCUSSION

Following are the May, June and July 2020 monthly ridership tables comparing the current fiscal year to the previous fiscal year. Due to the COVID-19 virus and physical distancing regulations, Senior Day Care services closed on March 13, 2020 and the Mother Lode Rehabilitation Enterprises (M.O.R.E.) closed on March 16, 2020. Commuter services were decreased to four (4) buses in the morning and afternoon on March 23, 2020. Transit ridership has reduced in all areas of service.

May Ridership

2020	2019	Decrease	% Decrease
9,351	32,934	-23,583	-71.6%

Comparing May 2020 to 2019, Demand Response ridership decreased by 86.7%, Local Fixed Route ridership decreased by 49.5% and Commuter ridership decreased by 92.8%. Productivity decreased by 50.7% in passengers per revenue hour.

June Ridership

2020	2019	Decrease	% Decrease
12,778	28,085	-15,307	-54.5%

Comparing June 2020 to 2019, Demand Response ridership decreased by 76.5%, Local Fixed Route ridership decreased by 12.5% and Commuter ridership decreased by 90.6%. Productivity decreased by 39.1% in passengers per revenue hour.

July Ridership

2020	2019	Decrease	% Decrease
13,263	31,403	-18,140	-57.8%

Comparing July 2020 to 2019, Demand Response ridership decreased by 80.3%, Local Fixed Route ridership decreased by 20.3% and Commuter ridership decreased by 89.9%. Productivity decreased by 36.8% in passengers per revenue hour.

Following are the May, June and July 2020 and fiscal year-to-date ridership reports, comparing the current fiscal year to the previous fiscal year.

On April 6, 2020 El Dorado Transit suspended collection of fares in response to the COVID-19 pandemic. As a result, El Dorado Transit recorded no taps in May, June and July 2020. Fares were reinstated on August 1, 2020 resulting in sales of monthly passes and cash purse loading in July. Following is the Connect Card Ridership Report for the past twelve (12) months with a graph showing the percent of total Connect Card ridership per month and a graph showing the fare revenues per month.

Ridership has gradually increased since the lowest month in April 2020 which had 8,317 passenger boardings. Most of the growth is attributed to increases in Local Fixed Route boardings.

May 2020 Ridership Report

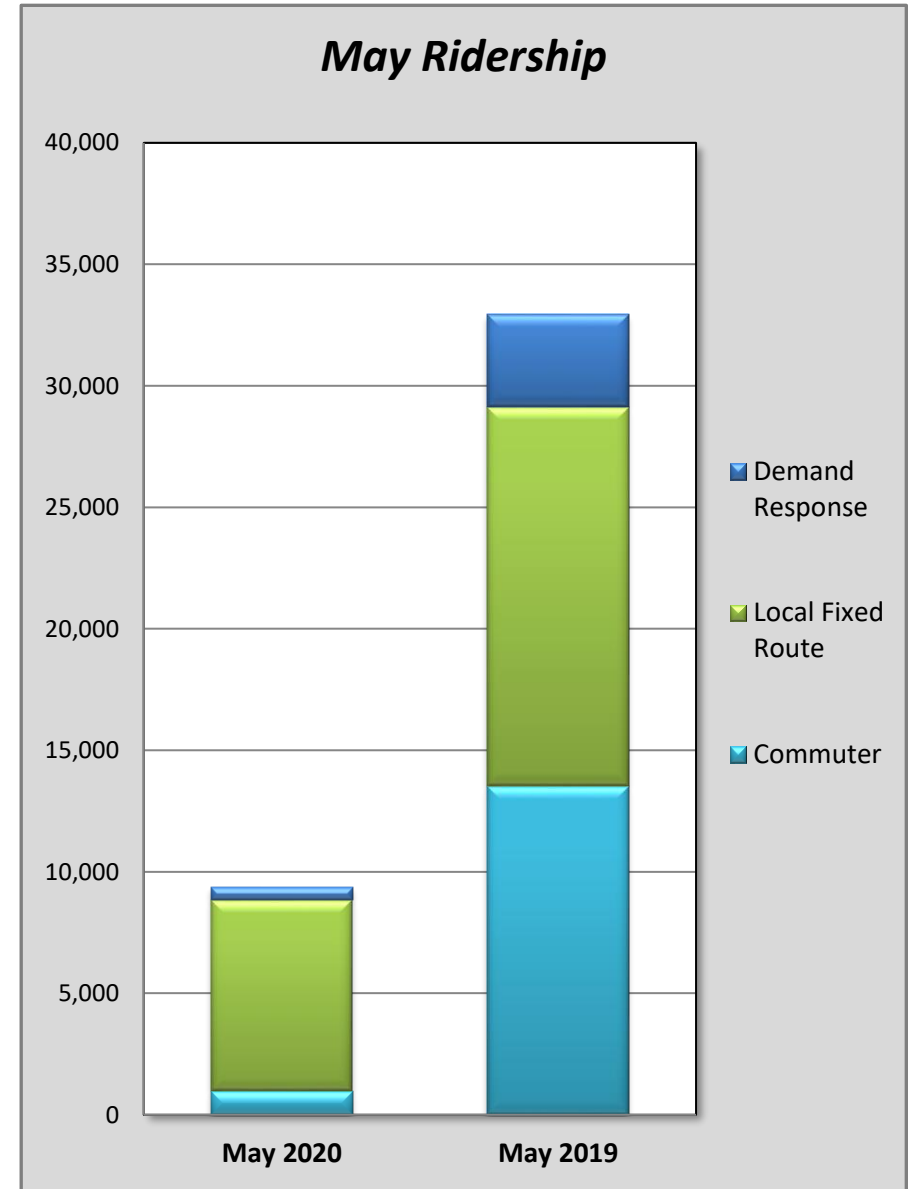


Demand Response	May 2020	May 2019	% Change
Dial-a-Ride	439	1,557	-71.8%
Sac-Med	2	28	-92.9%
ADA Paratransit	50	77	-35.1%
M.O.R.E.*	18	1,657	-98.9%
Senior Day Care*	0	496	-100.0%
Total Demand Response	509	3,815	-86.7%

Local Fixed Route	May 2020	May 2019	% Change
20 - Placerville	2,172	3,630	-40.2%
25 - Saturday Express	493	362	36.2%
30 - Diamond Springs	745	2,728	-72.7%
35 - Diamond Springs Saturday	86	114	-24.6%
40 - Cameron Park	853	1,279	-33.3%
50x - 50 Express	1,187	3,694	-67.9%
60 - Pollock Pines	2,338	3,585	-34.8%
70 - El Dorado Hills	0	211	-100.0%
Total Local Fixed Route	7,874	15,603	-49.5%

Commuter	May 2020	May 2019	% Change
Sacramento Commuter	960	13,440	-92.9%
Reverse Commuter	8	76	-89.5%
Total Commuter	968	13,516	-92.8%

	May 2020	May 2019	% Change
Systemwide	9,351	32,934	-71.6%
Passengers per Revenue Hour	3.4	6.8	-50.7%



*Contracted Services - Ridership Determined by Client Enrollment

June 2020 Ridership Report

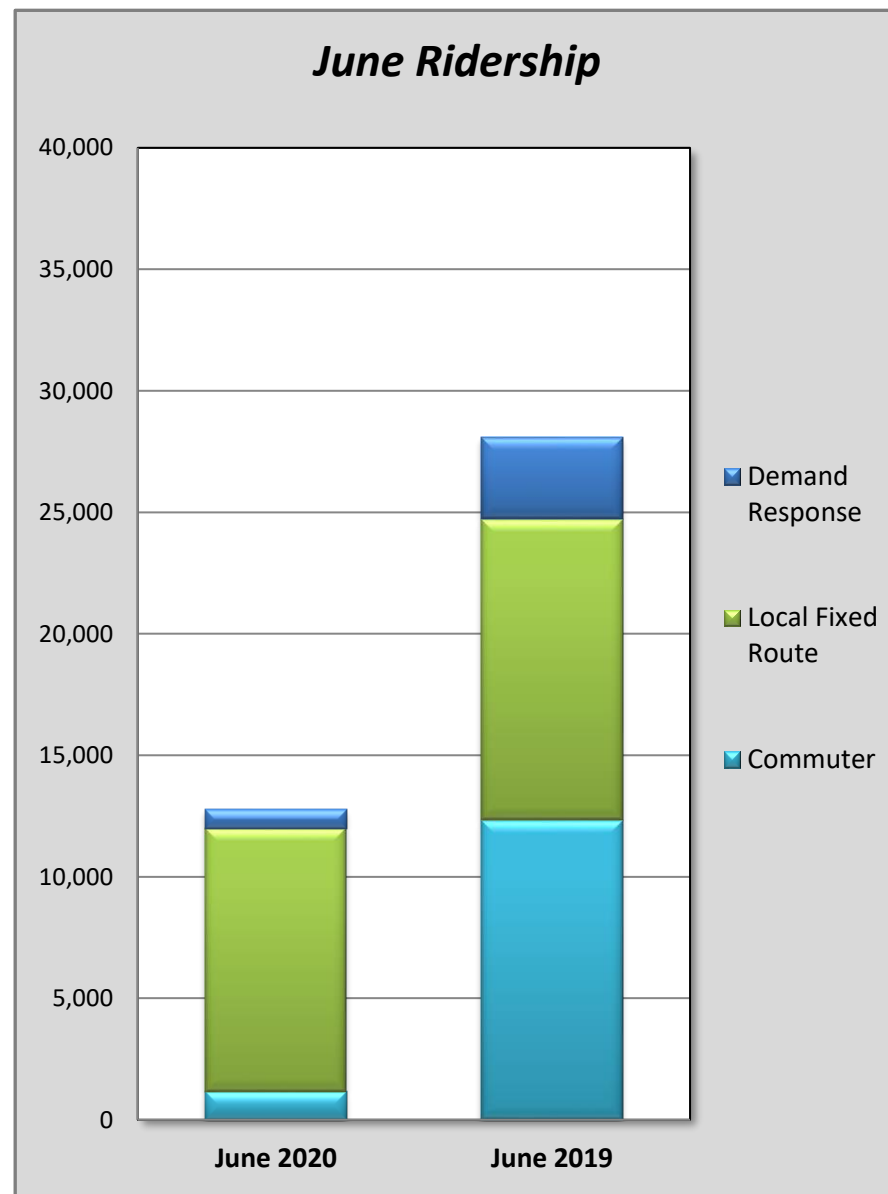


Demand Response	June 2020	June 2019	% Change
Dial-a-Ride	648	1,378	-53.0%
Sac-Med	9	22	-59.1%
ADA Paratransit	61	86	-29.1%
M.O.R.E.*	74	1,428	-94.8%
Senior Day Care*	0	460	-100.0%
Total Demand Response	792	3,374	-76.5%

Local Fixed Route	June 2020	June 2019	% Change
20 - Placerville	3,030	3,189	-5.0%
25 - Saturday Express	450	430	4.7%
30 - Diamond Springs	1,184	1,701	-30.4%
35 - Diamond Springs Saturday	159	115	38.3%
40 - Cameron Park	1,146	1,113	3.0%
50x - 50 Express	1,882	2,791	-32.6%
60 - Pollock Pines	2,980	3,040	-2.0%
70 - El Dorado Hills	0	0	0.0%
Total Local Fixed Route	10,831	12,379	-12.5%

Commuter	June 2020	June 2019	% Change
Sacramento Commuter	1,146	12,245	-90.6%
Reverse Commuter	9	87	-89.7%
Total Commuter	1,155	12,332	-90.6%

	June 2020	June 2019	% Change
Systemwide	12,778	28,085	-54.5%
Passengers per Revenue Hour	4.2	6.8	-39.1%



*Contracted Services - Ridership Determined by Client Enrollment

Fiscal Year-to-Date Ridership Report

July 2019 - June 2020

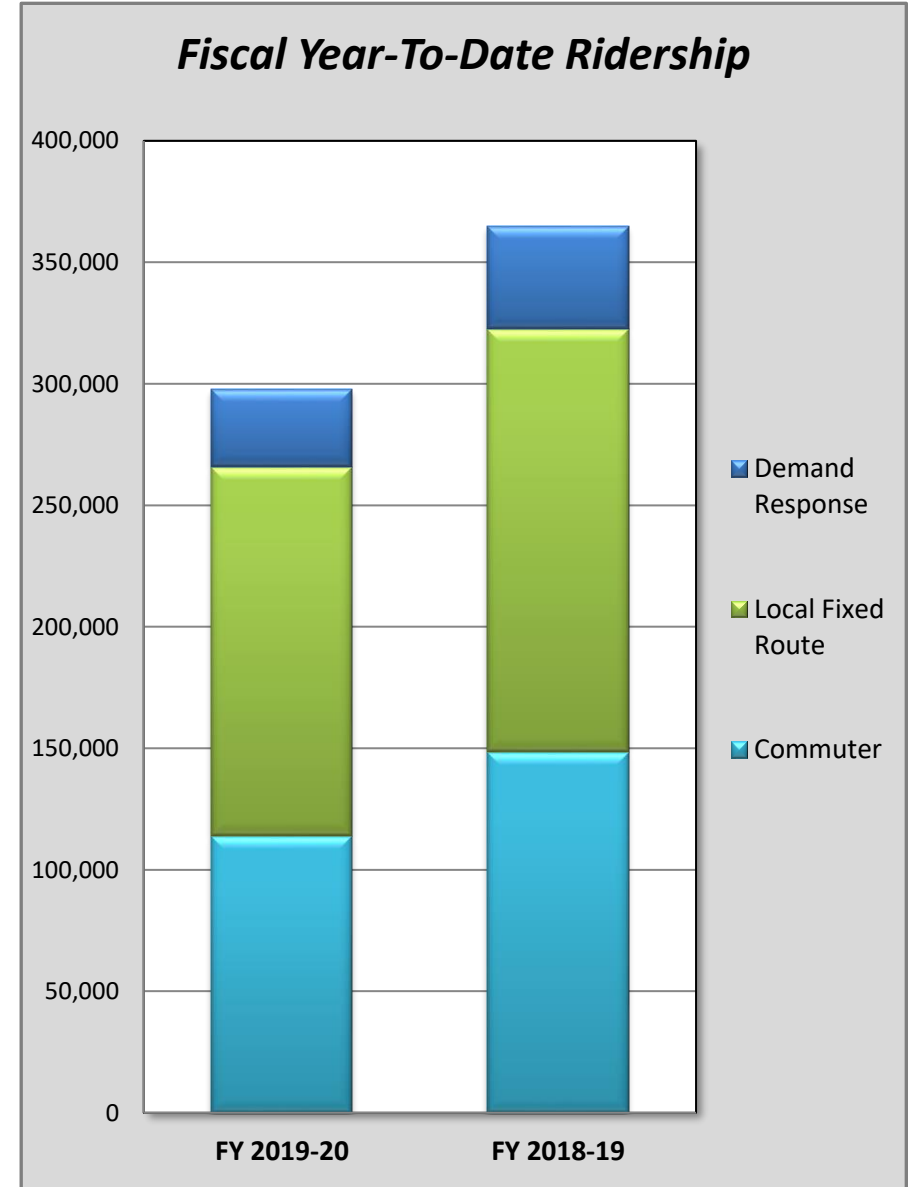


Demand Response	FY 2019-20	FY 2018-19	% Change
Dial-a-Ride	12,685	16,817	-24.6%
Sac-Med	248	344	-27.9%
ADA Paratransit	647	786	-17.7%
M.O.R.E.*	15,336	18,702	-18.0%
Senior Day Care*	3,291	5,906	-44.3%
Total Demand Response	32,207	42,555	-24.3%

Local Fixed Route	FY 2019-20	FY 2018-19	% Change
20 - Placerville	38,192	43,373	-11.9%
25 - Saturday Express	4,941	4,565	8.2%
30 - Diamond Springs	22,573	28,931	-22.0%
35 - Diamond Springs Saturday	1,423	1,319	7.9%
40 - Cameron Park	14,336	13,400	7.0%
50x - 50 Express	35,338	41,865	-15.6%
60 - Pollock Pines	35,014	37,379	-6.3%
70 - El Dorado Hills	0	3,046	-100.0%
Total Local Fixed Route	151,817	173,878	-12.7%

Commuter	FY 2019-20	FY 2018-19	% Change
Sacramento Commuter	113,139	147,658	-23.4%
Reverse Commuter	657	789	-16.7%
Total Commuter	113,796	148,447	-23.3%

	FY 2019-20	FY 2018-19	% Change
Systemwide	297,820	364,880	-18.4%
Passengers per Revenue Hour	6.4	7.3	-12.2%



*Contracted Services - Ridership Determined by Client Enrollment

July 2020 Ridership Report

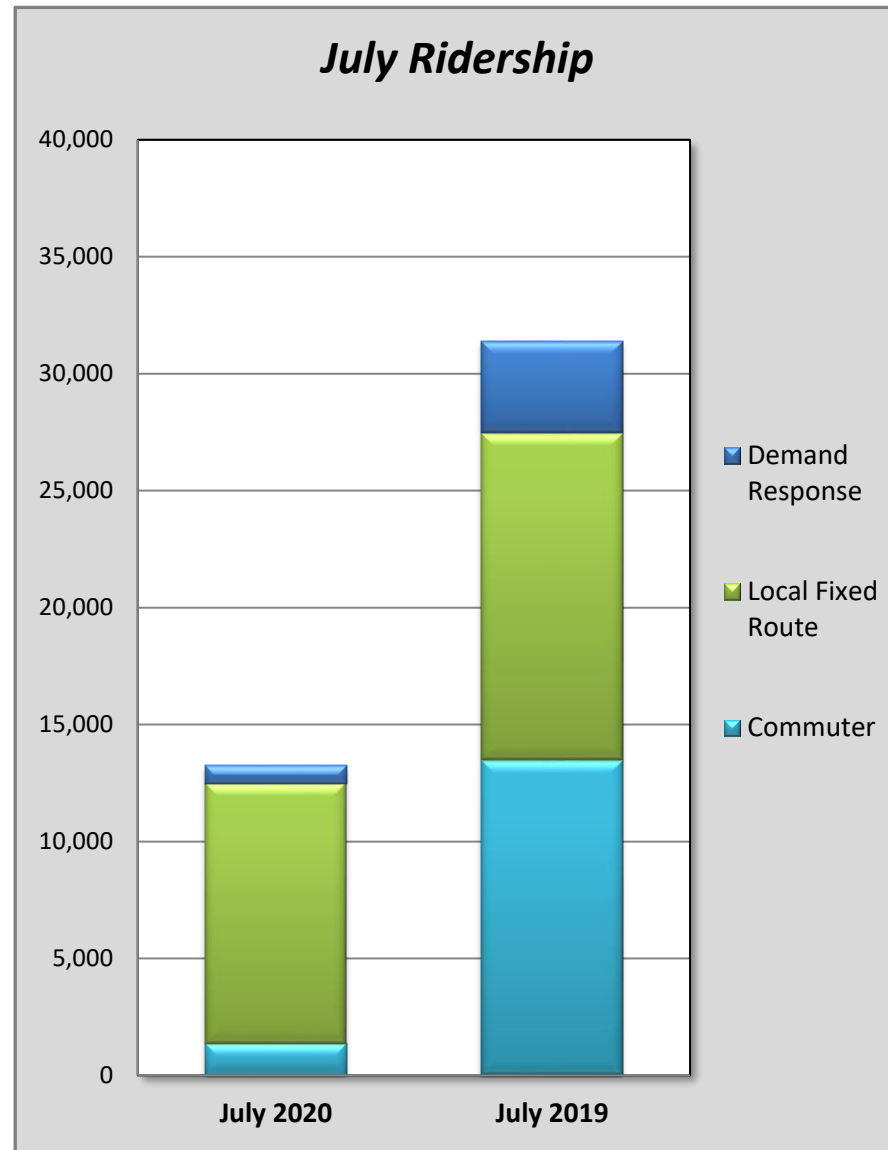


Demand Response	July 2020	July 2019	% Change
Dial-a-Ride	556	1,372	-59.5%
Sac-Med	18	28	-35.7%
ADA Paratransit	105	74	41.9%
M.O.R.E.*	102	1,996	-94.9%
Senior Day Care*	0	485	-100.0%
Total Demand Response	781	3,955	-80.3%

Local Fixed Route	July 2020	July 2019	% Change
20 - Placerville	2,160	3,725	-42.0%
25 - Saturday Express	277	429	-35.4%
30 - Diamond Springs	1,105	1,932	-42.8%
35 - Diamond Springs Saturday	47	119	-60.5%
40 - Cameron Park	1,237	1,302	-5.0%
50x - 50 Express	3,797	3,104	22.3%
60 - Pollock Pines	2,496	3,341	-25.3%
Total Local Fixed Route	11,119	13,952	-20.3%

Commuter	July 2020	July 2019	% Change
Sacramento Commuter	1,352	13,377	-89.9%
Reverse Commuter	11	119	-90.8%
Total Commuter	1,363	13,496	-89.9%

	July 2020	July 2019	% Change
Systemwide	13,263	31,403	-57.8%
Passengers per Revenue Hour	4.4	7.0	-36.8%



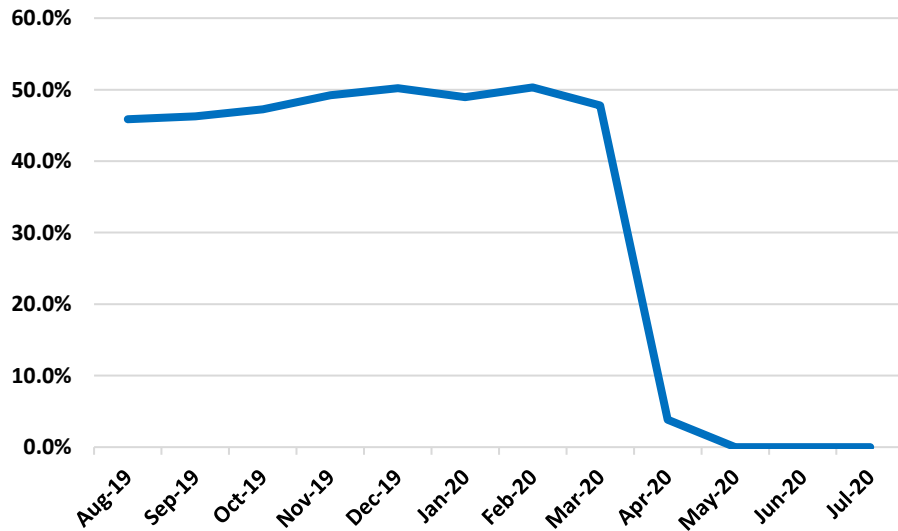
*Contracted Services - Ridership Determined by Client Enrollment

Connect Card Ridership Report

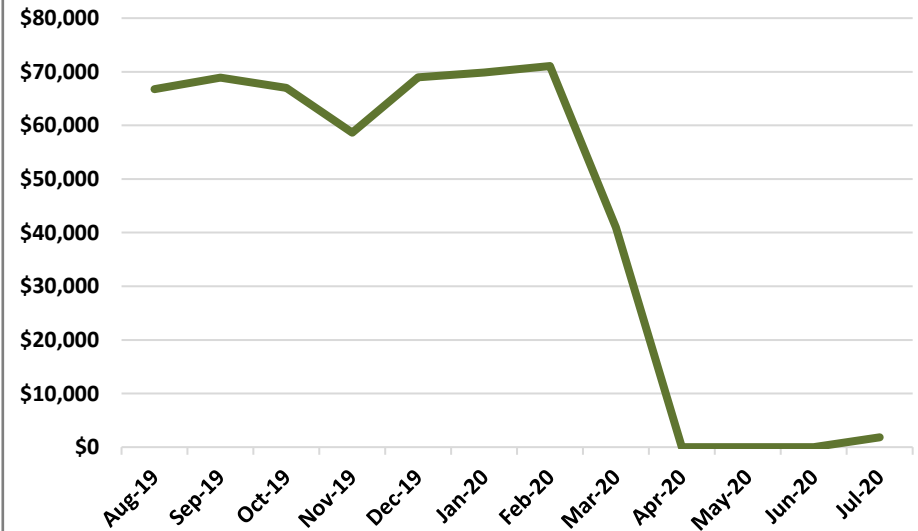


Month	Number of Taps	Total Ridership	% of Total Ridership	Fare Revenue
Aug-19	15,167	33,064	45.9%	\$66,729
Sep-19	14,505	31,356	46.3%	\$68,913
Oct-19	16,236	34,375	47.2%	\$66,978
Nov-19	13,430	27,285	49.2%	\$58,647
Dec-19	14,140	28,175	50.2%	\$68,969
Jan-20	15,266	31,186	49.0%	\$69,832
Feb-20	15,265	30,341	50.3%	\$71,067
Mar-20	9,645	20,189	47.8%	\$40,997
Apr-20	318	8,317	3.8%	\$0
May-20	0	9,351	0.0%	\$0
Jun-20	0	12,778	0.0%	\$0
Jul-20	0	13,263	0.0%	\$1,849

Connect Card Percent of Total Ridership



Connect Card Fare Revenue



AGENDA ITEM 1 D
Consent Item

MEMORANDUM

DATE: September 3, 2020

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Quarterly Investment and Annual Interest Reports for Operating and Restricted Capital Funds

REQUESTED ACTION:
BY MOTION,

1. Receive and file Quarterly Investment Report for Quarter Ending 06/30/2020
2. Review Annual Interest Reports for all Operating and Restricted Capital Funds

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 fourth quarter from LAIF and Money Market accounts equal \$4,579.26. The Investment report for quarter ending 06/30/20 is submitted for review and file.

The total interest earned for fiscal year (FY) 2019/20 from all accounts was \$44,313.73. This amount is \$11,764.23 under the adopted mid-year budget.

FISCAL IMPACT

Line item 4970.00 - Interest Income, has been adjusted to a rounded \$44,300 in the FY 2019/20 Final Budget Adjustment process and is presented for adoption in this agenda.

EL DORADO COUNTY TRANSIT AUTHORITY

QUARTERLY INVESTMENT REPORT

PERIOD 04/01/2020 – 06/30/2020

LOCAL AGENCY INVESTMENT FUND (L A I F)

Account Summary

03/31/2020	Balance Forward	\$ 1,268,162.29
	Total Transfers to General Checking Account	\$ -000,000.00
	Total Transfers from General Checking Account	\$ 000,000.00
	Interest Earned @ 1.36%	\$ <u>4,278.91</u>
06/30/2020	Ending Balance 2nd Qtr., 2020	\$ 1,272,441.20

UMPQUA BANK (Money Market Account)

Account Summary

03/31/2020	Balance Forward	\$ 2,409,264.17
	Total Transfers to General Checking Account	\$ -000,000.00
	Total Transfer from General Checking Account	\$ 000,000.00
	Interest Earned @ 0.83%	\$ <u>300.35</u>
06/30/2020	Ending Balance 2nd Qtr., 2020	\$ 2,409,564.52

The following information is provided on the total annual interest amounts earned during FY 2019/20 on operating and restricted capital funds. Capital interest is reported to the corresponding program and is used towards project specific expenses.

EL DORADO COUNTY TRANSIT AUTHORITY

ANNUAL INTEREST REPORT

PERIOD 07/01/2019 – 06/30/2020

UMPQUA BANK (Money Market Account)

Interest Earned FY 2019/20	\$	17,263.76
----------------------------	----	-----------

LOCAL AGENCY INVESTMENT FUND (L A I F)

Interest Earned FY 2019/20	\$	25,517.41
----------------------------	----	-----------

UMPQUA BANK (Operating Reserve Account)

Interest Earned FY 2019/20	\$	1,042.29
----------------------------	----	----------

UMPQUA BANK (Merchant Services Account)

Interest Earned FY 2019/20	\$	490.27
----------------------------	----	--------

These funds are budgeted and used as operating income.

EL DORADO COUNTY TRANSIT AUTHORITY

ANNUAL INTEREST REPORT

RESTRICTED CAPITAL FUNDS

PERIOD 07/01/2019 – 06/30/2020

Public Transportation Modernization Improvement and Service Enhancement Account
(PTMISEA)

Interest Earned FY 2019/20	\$	2,512.87
----------------------------	----	----------

California Transit Security Grant Program – California Transit Assistance Funds (CTSGP-
CTAF)

Interest Earned FY 2019/20	\$	207,85
----------------------------	----	--------

Low Carbon Transit Operations Program (LCTOP)

Interest Earned FY 2019/20	\$	1,429.43
----------------------------	----	----------

AGENDA ITEM 1 E
Consent Item

MEMORANDUM

DATE: September 3, 2020

TO: El Dorado County Transit Authority

FROM: Maria Harris, Human Resources Manager

SUBJECT: Calendar Year 2021 agency contributions for health premiums for unrepresented regular and management employee groups

REQUESTED ACTION:

BY MOTION,

Adopt Resolution No. 20-24 defining agency contributions for health premium benefits for unrepresented regular and management employees for Calendar Year 2021

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

Resolution No. 20-24 defines agency contributions towards health premium benefits for unrepresented regular and management employees for Calendar Year 2021. Rates reflect medical, dental and vision coverages. Dental and vision rates will not increase for the 2021 plan year. Health rates on average increased 4.44 percent across the CalPERS Basic Health Maintenance Organization (HMO) plans and rates for the Basic Preferred Provider Organization (PPO) plans will see an overall average increase of 8.54 percent. There are no copay or coinsurance changes for 2021. There are also no changes to the plans offered within El Dorado County.

Open enrollment period begins September 21, 2020 and ends on October 16, 2020.

FISCAL IMPACT

The adopted Operating Budget for Fiscal Year 2020/21 includes the Health Insurance line item projected at a total of \$1,052,200 for unrepresented and represented employees. The portion of that amount budgeted for the unrepresented and management employee group is projected at \$563,458.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 20-24**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
EL DORADO COUNTY TRANSIT AUTHORITY DEFINING AGENCY
CONTRIBUTIONS FOR THE 2021 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-five (25) eligible allocated full –time equivalent 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, 2021:

<u>Full-Time Employees:</u>		<u>Part-Time Employees:</u>	
Employee Only	\$418.69	Employee Only	\$293.34
Employee + One	\$792.92	Employee + One	\$594.69
Employee + Two or More	\$1,049.49	Employee + Two or More	\$787.12

BE IT FURTHER RESOLVED, that El Dorado Transit shall provide current contribution and 80% of any adjustment of the 2021 calendar year premium for health care benefits benchmarked at the 2020 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 3rd day of September 2020 by the following vote.

AYES:

NOES:

ABSTAIN:

ABSENT:

John Hidahl, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

EDCTA SPONSORED PLAN UNREPRESENTED EMPLOYEES

RATES EFFECTIVE 01/01/2021

UPDATED 08/05/2020

		EDCTA MONTHLY * CONTRIBUTION	EMPLOYEE MONTHLY CONTRIBUTION	TOTAL MONTHLY PREMIUM	EMPLOYEE DEDUCTION PER PAY PERIOD
Anthem Traditional HMO					
FULL-TIME EMPLOYEES					
	Single	\$907.17	\$486.89	\$1,394.06	\$224.72
	2-Party	\$1,837.46	\$940.16	\$2,777.62	\$433.92
	Family	\$2,429.19	\$1,218.75	\$3,647.94	\$562.50
PART-TIME EMPLOYEES					
	Single	\$680.38	\$713.68	\$1,394.06	\$329.39
	2-Party	\$1,378.10	\$1,399.53	\$2,777.62	\$645.93
	Family	\$1,821.89	\$1,826.05	\$3,647.94	\$842.79
Anthem Select HMO					
FULL-TIME EMPLOYEES					
	Single	\$907.17	\$104.63	\$1,011.80	\$48.29
	2-Party	\$1,837.46	\$175.64	\$2,013.10	\$81.06
	Family	\$2,429.19	\$224.87	\$2,654.06	\$103.79
PART-TIME EMPLOYEES					
	Single	\$680.38	\$331.42	\$1,011.80	\$152.96
	2-Party	\$1,378.10	\$635.01	\$2,013.10	\$293.08
	Family	\$1,821.89	\$832.17	\$2,654.06	\$384.08
Blue Shield Access+					
FULL-TIME EMPLOYEES					
	Single	\$907.17	\$349.11	\$1,256.28	\$161.13
	2-Party	\$1,837.46	\$664.60	\$2,502.06	\$306.74
	Family	\$2,429.19	\$860.52	\$3,289.71	\$397.16
PART-TIME EMPLOYEES					
	Single	\$680.38	\$575.90	\$1,256.28	\$265.80
	2-Party	\$1,378.10	\$1,123.97	\$2,502.06	\$518.75
	Family	\$1,821.89	\$1,467.82	\$3,289.71	\$677.45
Kaiser CA					
FULL-TIME EMPLOYEES					
	Single	\$907.17	\$0.00	\$899.84	\$0.00
	2-Party	\$1,837.46	\$0.00	\$1,789.18	\$0.00
	Family	\$2,429.19	\$0.00	\$2,362.96	\$0.00
PART-TIME EMPLOYEES					
	Single	\$680.38	\$219.46	\$899.84	\$101.29
	2-Party	\$1,378.10	\$411.09	\$1,789.18	\$189.73
	Family	\$1,821.89	\$541.07	\$2,362.96	\$249.72
PERS Choice					
FULL-TIME EMPLOYEES					
	Single	\$907.17	\$114.87	\$1,022.04	\$53.02
	2-Party	\$1,837.46	\$196.12	\$2,033.58	\$90.52
	Family	\$2,429.19	\$251.49	\$2,680.68	\$116.07
PART-TIME EMPLOYEES					
	Single	\$680.38	\$341.66	\$1,022.04	\$157.69
	2-Party	\$1,378.10	\$655.49	\$2,033.58	\$302.53
	Family	\$1,821.89	\$858.79	\$2,680.68	\$396.36

PERS Select

FULL-TIME EMPLOYEES

Single	\$907.17	\$0.00	\$652.87	\$0.00
2-Party	\$1,837.46	\$0.00	\$1,295.24	\$0.00
Family	\$2,429.19	\$0.00	\$1,720.84	\$0.00

PART-TIME EMPLOYEES

Single	\$680.38	\$0.00	\$652.87	\$0.00
2-Party	\$1,378.10	\$0.00	\$1,295.24	\$0.00
Family	\$1,821.89	\$0.00	\$1,720.84	\$0.00

PERS Care

FULL-TIME EMPLOYEES

Single	\$907.17	\$473.72	\$1,380.89	\$218.64
2-Party	\$1,837.46	\$913.82	\$2,751.28	\$421.76
Family	\$2,429.19	\$1,184.50	\$3,613.69	\$546.69

PART-TIME EMPLOYEES

Single	\$680.38	\$700.51	\$1,380.89	\$323.31
2-Party	\$1,378.10	\$1,373.19	\$2,751.28	\$633.78
Family	\$1,821.89	\$1,791.80	\$3,613.69	\$826.98

Western Health Advantage

FULL-TIME EMPLOYEES

Single	\$907.17	\$0.00	\$843.22	\$0.00
2-Party	\$1,837.46	\$0.00	\$1,675.94	\$0.00
Family	\$2,429.19	\$0.00	\$2,215.75	\$0.00

PART-TIME EMPLOYEES

Single	\$680.38	\$162.84	\$843.22	\$75.16
2-Party	\$1,378.10	\$297.85	\$1,675.94	\$137.47
Family	\$1,821.89	\$393.86	\$2,215.75	\$181.78

Blue Shield Trio

FULL-TIME EMPLOYEES

Single	\$907.17	\$59.53	\$966.70	\$27.48
2-Party	\$1,837.46	\$85.44	\$1,922.90	\$39.43
Family	\$2,429.19	\$107.61	\$2,536.80	\$49.67

PART-TIME EMPLOYEES

Single	\$680.38	\$286.32	\$966.70	\$132.15
2-Party	\$1,378.10	\$544.81	\$1,922.90	\$251.45
Family	\$1,821.89	\$714.91	\$2,536.80	\$329.96

Coverage premiums include Medical, VSP Vision and Delta Dental

* EDCTA contribution includes 2020 contribution plus, 80% of premium change using PERS Choice 2021

AGENDA ITEM 1 F
Consent Item

MEMORANDUM

DATE: September 3, 2020
TO: El Dorado County Transit Authority
FROM: Scott A. Ousley, Operations Manager
SUBJECT: Surplus Property Designation

REQUESTED ACTION:

BY MOTION,

**Approve Designation of Surplus Property as Per Itemized Property
Inventory List**

BACKGROUND

Property identified as surplus requires approved designation by the El Dorado County Transit Authority (El Dorado Transit) Board of Directors per El Dorado Transit Purchasing Procedures Section 3.12.150. Upon approval of designation, the sale of surplus property will be published and posted as detailed in section 3.12.150.

DISCUSSION

The Executive Director has determined that El Dorado Transit owns personal property that is no longer required for public use. All items have been fully depreciated.

The list of proposed surplus property is included on the following page.

EL DORADO COUNTY TRANSIT AUTHORITY
ITEMIZED SURPLUS PROPERTY INVENTORY
September 3, 2020

<u>Quantity</u>	<u>Description</u>	<u>EDCTA Inventory Number</u>
1	2013 Dodge Caravan VIN # 2C7WDGBG9DR651059 Miles: 176,448 License #: 1396978	1301
1	2013 Dodge Caravan VIN # 2C7WDGBG5DR651060 Miles: 191,626 License #: 1396979	1302
1	2013 Dodge Caravan VIN # 2C7WDGBG7DR651061 Miles: 202,159 License #: 1397028	1303
1	NAS Battery Backup Model #: DLZ100	
1	Acer Monitor Model #: G206HL	
1	Lenovo ThinkStation S/N: MJ02K8V7	
1	Dell PowerEdge R310 Server S/N: B85Y9R1	
2	Dell Latitude E5440 Laptops S/N: 9TCRN12 S/N: 1SCRN12	

AGENDA ITEM 1 G
Consent Item

MEMORANDUM

DATE: September 3, 2020

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Transportation Development Act Revised Claim for Fiscal Year 2020/2021

REQUESTED ACTION:
BY MOTION,

Adopt Resolution No. 20-23 Authorizing the Executive Director to Claim Revised Transportation Development Act (TDA) Funds for Fiscal Year 2020/21

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) operates with funding from the Transportation Development Act (TDA) which includes the Local Transportation Fund (LTF) and State Transit Assistance (STA), Federal Transit Administration (FTA) funds, passenger fares and grant monies.

The TDA statute establishes the Local Transportation Fund (LTF) by designating that ¼ cent of the State sales tax revenue collected within each region be used for transportation purposes, primarily for public transit. TDA statute establishes STA from a statewide excise tax on gasoline and diesel fuel.

DISCUSSION

On March 5, 2020 El Dorado Transit approved a \$7,014,181.66 claim for Fiscal Year (FY) 2020/21 TDA funds including \$5,430,342.66 in LTF funds and \$1,583,839.00 in STA funds.

With the COVID-19 pandemic having a direct effect on sales taxes collected, it is necessary to revise the current claim to agree with amended estimates from State and Local entities.

The revised LTF claim amount is based on the August 4, 2020 Memorandum from the El Dorado County Transportation Commission (EDCTC) listing the preliminary apportionment available for Public Transportation – Transit – Article 4 as \$4,257,454.16 (see attachment).

The STA claim amount is based on the revised August 1, 2020 State Controller's Office STA Fund Allocation Estimate Fiscal Year 2020/21 Summary.

The Final Operating Budget for FY 2020/21 was adopted by the Board on July 9, 2020. That budget reflected staff estimates of available TDA funds at a lower level than those of the revised estimate on the proposed claim. The increased amounts will be adjusted on or before the Mid-Year Budget Adjustment process.

The complete TDA claim packet is available for review during regular business hours at the El Dorado Transit office – 6565 Commerce Way, Diamond Springs, CA.

FISCAL IMPACT

		<u>Adpoted Budget</u>	<u>Proposed Budget</u>
4000.00	Transportation Development Act (TDA/LTF)	\$5,430,342.66	\$4,257,454.16
4270.00	State Transit Assistance (STA)	\$1,583,839.00	\$ 962,914.00

<p style="text-align: center;">TDA – 1 TRANSPORTATION DEVELOPMENT ACT CLAIM</p>

To: El Dorado County Transportation Commission
2828 Easy Street, Suite 1
Placerville, California 95667-3907
Attn: Administrative Services Officer

From: Claimant: El Dorado County Transit Authority

Address: 6565 Commerce Way

Diamond Springs, CA 95619-9454

Contact: Julie Petersen, Finance Manager

Phone: (530) 642-5383 extension 206

The above claimant hereby requests, in accordance with authority granted under the Transportation Development Act and applicable rules and regulations adopted by the El Dorado County Transportation Commission, that its request for funding be approved as follows:

Local Transportation Fund/State Transit Assistance Fund:

LTF or STA	Amount	Fiscal Year
LTF	\$4,257,454.16	2020/21
STA	\$ 962,914.00	2020/21

Submitted by: Matthew C. Mauk

Title: Executive Director

Date: September 3, 2020

EDCTC Date of Approval: _____

EDCTC Resolution #: _____

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 20-23**

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE EL DORADO COUNTY TRANSIT AUTHORITY
AUTHORIZING THE EXECUTIVE DIRECTOR TO SUBMIT A
CLAIM FOR TRANSPORTATION DEVELOPMENT ACT (TDA) FUNDS**

WHEREAS, the El Dorado County Transit Authority intends to use its TDA Article 4 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 Article 4 funding for transit services for fiscal year 2020/21 as follows:

Article 4	Operating Expenses	\$4,257,454.16
-----------	--------------------	----------------

BE IT FURTHER RESOLVED, that the Executive Director or the designated representative shall be authorized to file a revised claim for the STA Article 6.5, Section 99314.6 (c) projects as follows:

Total 2020/2021 Claim	\$962,914.00
-----------------------	--------------

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 September, 2020 by the following vote of said Board:

AYES:	NOES:	ABSTAIN:	ABSENT:
-------	-------	----------	---------

John Hidahl, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board



2828 Easy Street Suite 1, Placerville, CA 95667 | 530.642.5260 | www.edctc.org

August 4, 2020

RECEIVED
AUG 07 2020

Matthew Mauk
Executive Director
El Dorado County Transit Authority
6565 Commerce Way
Diamond Springs, CA 95619

BY:

Dear Mr. Mauk,

According to the Transportation Development Act (TDA) Statutes and California Code of Regulations, Section 99230 and 6644, the El Dorado County Transportation Commission (EDCTC) as the Regional Transportation Planning Agency for the west slope of El Dorado County advises the TDA Local Transportation Fund (LTF) claimants of the anticipated apportionments within the county. The El Dorado County Auditor revised the FY 2020/2021 estimate based on a reduction in sales tax due to COVID-19.

Below is the Revised Apportionment and Allocation:

Revised FY 2020/2021 Apportionments		
Claimant	Purpose	Amount
El Dorado County Auditor	TDA Administration	\$ 10,000.00
El Dorado County Transportation Commission	TDA Administration	\$ 187,109.97
El Dorado County Transportation Commission	Planning & Programming	\$ 142,890.03
SACOG (EDCTC Contribution)	Planning & Programming	\$ 86,886.82
City of Placerville or El Dorado County	Pedestrian & Bicycle Facilities – Article 3	\$ 88,660.02
El Dorado County Transit Authority	Public Transportation - Transit - Article 4	\$ 4,257,454.16
City of Placerville	Other Transportation – Article 8	\$ 0.00
El Dorado County	Other Transportation – Article 8	\$ 0.00

The Revised TDA LTF Apportionment and Allocation will be presented to the Commission at the EDCTC meeting on September 3, 2020.

If you have any questions regarding these estimates, please contact me at (530) 642-5264 or kthompson@edctc.org.

Sincerely,

Karen Thompson
Administrative Services Officer

AGENDA ITEM 1 H
Consent Item

MEMORANDUM

DATE: September 3, 2020
TO: El Dorado County Transit Authority
FROM: Megan Wilcher, Administrative Coordinator
SUBJECT: Biennial Conflict of Interest Code Review

REQUESTED ACTION:

BY MOTION,

Approve the Biennial Conflict of Interest Code Review and direct staff to provide a written statement to the code reviewing body

BACKGROUND

Government Code 87306.5 requires that each local agency review its Conflict of Interest Code and submit a written statement to the reviewing body every even-numbered year, no later than October 1. The code reviewing body for the El Dorado County Transit Authority (El Dorado Transit) is the El Dorado County Board of Supervisors.

DISCUSSION

To comply with Government Code 87306.5 staff recommends no changes to the Conflict of Interest code previously adopted by Resolution No. 18-11 on March 1, 2018. The current adopted Conflict of Interest code is attached as Exhibit A.

FISCAL IMPACT

None

CONFLICT OF INTEREST CODE THE EL DORADO COUNTY TRANSIT AUTHORITY

The Political Reform Act, Government Code Section 81000, et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation, 2 California Code of Regulations Title 2 Section 18730, which contains the terms of a standard conflict of interest code (hereafter incorporated by reference). Appendix A and B lists designated members and employees and disclosure categories.

Pursuant to Section 18730 of Title 2 California Code of Regulations, Board Members, the Executive Director and designated employees shall file statements of economic interests with the El Dorado County Transit Authority. Upon receipt of the statements of the El Dorado County Transit Authority Board Members, Executive Director, and all other designated employees, the Clerk of the El Dorado County Transit Authority shall retain a copy of each statement. The Clerk shall make all statements of economic interests available for public inspection and reproduction.

EL DORADO COUNTY TRANSIT AUTHORITY

CONFLICT OF INTEREST CODE

APPENDIX A

Designated Employee Position

The designated employees whose duties or positions within El Dorado County Transit Authority involve the making or participation in the making of decisions which may foreseeably have a material financial effect on any financial interest are as follows:

Designated Employee	Disclosure Categories
Board Members	1 - 5
Legal Counsel	1 - 5
Executive Director	1 - 5
Treasurer	1 - 5
Operations Manager	1 - 5
Finance Manager	1 - 5

Specialized Consultant: the Special Consultants employed by the El Dorado County Transit Authority in a decision-making capacity shall make such disclosure as the Executive Director shall determine, if any, is required by any particular consultant or any particular task order of employment.

EL DORADO COUNTY TRANSIT AUTHORITY

CONFLICT OF INTEREST CODE

APPENDIX B

DISCLOSURE CATEGORIES

- CATEGORY 1: Investments, business positions in business entities, and sources of income, of the type which contract with the El Dorado County Transit Authority to supply materials, commodities, supplies, books, machinery, vehicles, or equipment utilized by the Authority.
- CATEGORY 2: Investments, business positions in business entities, and sources of income, which are contractors, subcontractors, or consultants engaged in the performance of work or services of the type utilized by the agency, including, but not limited to, insurance companies, carriers, holding companies, underwriters, agents, or accounting firms.
- CATEGORY 3: Investments, business positions in business entities, and sources of income, which have filed claims against the Authority.
- CATEGORY 4: All interest in real property located within the jurisdiction of the agency or within two miles of its boundaries.
- CATEGORY 5: All investments and business position in any business entity and income from any source which is (1) a private transit or transportation company; or (2) an entity or person engaged in real estate, or real estate development within the jurisdiction of the Authority.

AGENDA ITEM 1 I
Consent Item

MEMORANDUM

DATE: September 3, 2020

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Approve Funding of Operating Reserve Fund for Fiscal Year 2019/20

REQUESTED ACTION:
BY MOTION,

**Approve Funding of Operating Reserve utilizing Bike Locker,
Advertising and Miscellaneous revenue accounts for Fiscal Year
2019/20**

BACKGROUND

On August 4, 2011, the El Dorado County Transit Authority (El Dorado Transit) adopted Resolution 11-26 establishing an Operating Reserve Policy and Resolution No. 11-27 establishing a designated target funding level of \$1,500,000 for the operating reserve account.

On April 5, 2018, the Board adopted Resolution No. 18-16 reducing the target level of funding to \$1,000,000.00 using a blended method of \$500,000 held by the El Dorado County Transportation Commission (EDCTC) and the balance held by El Dorado Transit.

The intent of this fund is to create a stable funding source available to offset unexpected revenue shortfalls or increased expenses. El Dorado Transit, as a Joint Powers Agency (JPA) between the County of El Dorado and the City of Placerville does not have access to funds from jurisdictional General Funds or other municipal departments.

DISCUSSION

During the Mid-Year Budget process presented each February, revenue and expenses are analyzed to determine the financial “health” of the agency based on the first six (6) month’s experience and projections are adjusted for the remainder of the year if necessary. If approved, non-operating or miscellaneous income budget line items are zeroed to make certain these funds are not needed to balance the operating budget.

Staff is recommending Board approval to designate revenue accounts; 4370.00-Bike Locker Rental, 4400.00-Advertising Income, and 4990.00-Misc. Revenue as sources of non-tax revenue to be used to fund the operating reserve.

FISCAL IMPACT

Receipts for unaudited miscellaneous revenues total \$14,696.60 for FY 2019/20. If approved this amount will be transferred into the operating reserve interest bearing account. Final transfer will occur following the Financial and Compliance Audit presented at the December Board meeting.

AGENDA ITEM 2 A
Action Item

MEMORANDUM

DATE: September 3, 2020

TO: El Dorado County Transit Authority

FROM: Maria Harris, Human Resources Manager

SUBJECT: Workers Compensation Trending Report

REQUESTED ACTION:
BY MOTION,

**Receive and File the El Dorado County Transit Authority
Workers Compensation Trending Report**

BACKGROUND

On July 1, 2002 the El Dorado County Transit Authority (El Dorado Transit) moved the agency's worker compensation insurance coverage from the Association of Bay Area Governments (ABAG) Workers Compensation Insurance Pool (A Group Insurance Pool) into the Special Districts Risk Management Authority (SDRMA) Workers Compensation Insurance Pool (Self Insurance Program). The change in coverage resulted in improved claims management and cost savings.

El Dorado Transit contracts with Sedgwick formerly York Risk Services Group, Inc. (York) to administer all workers compensation claims efficiently and effectively.

DISCUSSION

Dori Zumwalt, Senior Account Manager from Sedgwick will present the Workers Compensation Trending Report for El Dorado Transit. The report has been prepared for presentation to the Board of Directors with an update on El Dorado Transit's worker's compensation claim assessment over the previous five (5) years. This report will be utilized to identify areas that require risk analysis such as the programs strengths and weaknesses.

FISCAL IMPACT

None

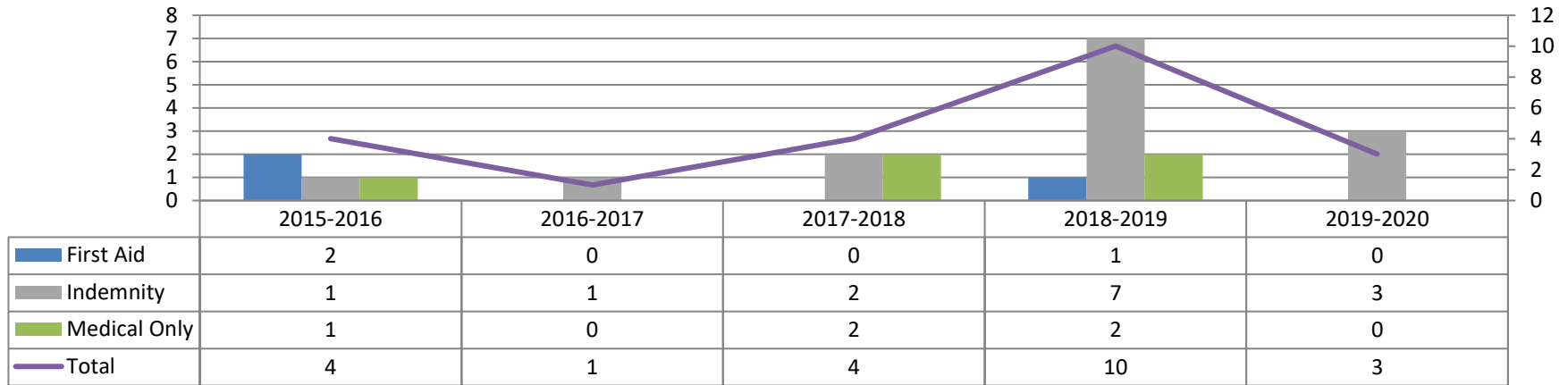
Workers' Compensation Trending Report for El Dorado County Transit Authority



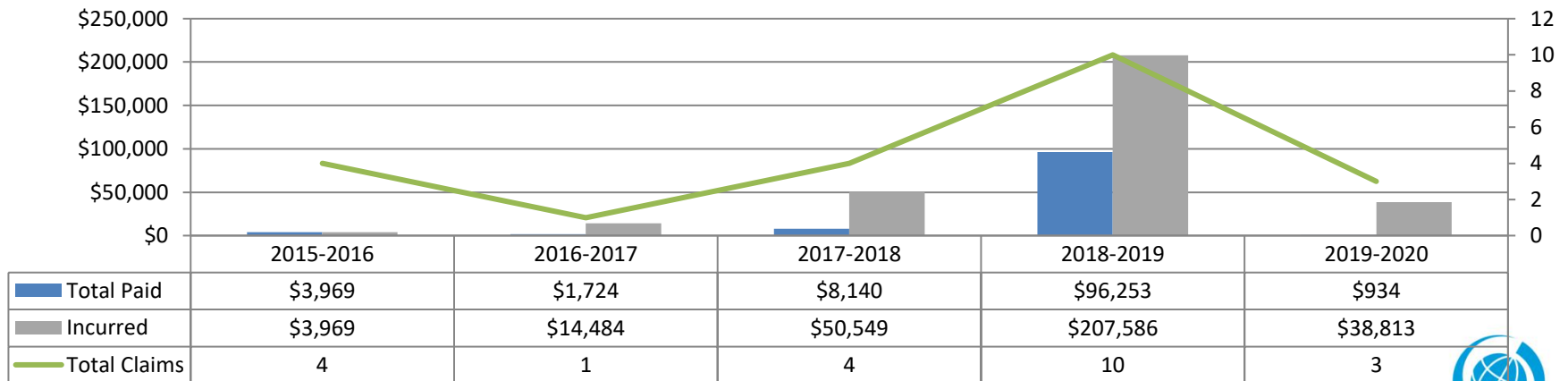
sedgwick®
caring counts

September 2020

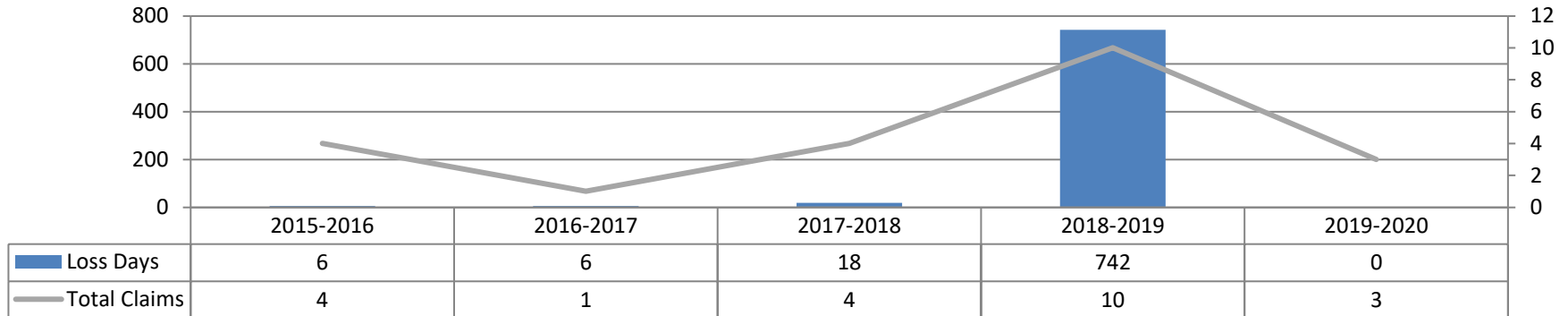
Claim Type by Fiscal Year



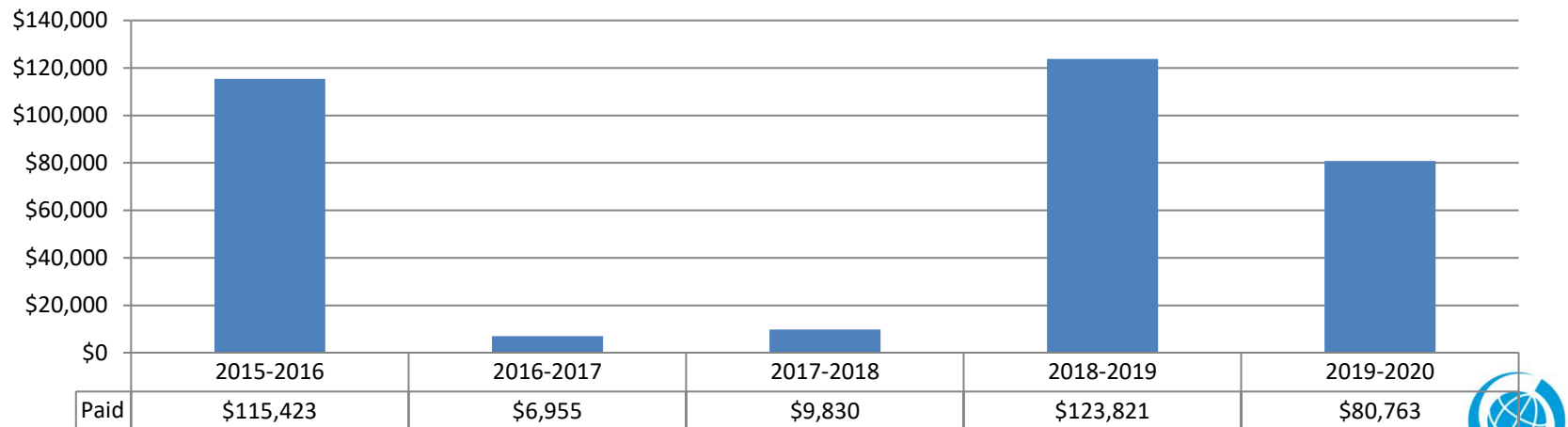
Total Paid and Incurred by Fiscal Year for Injuries within the Fiscal Year



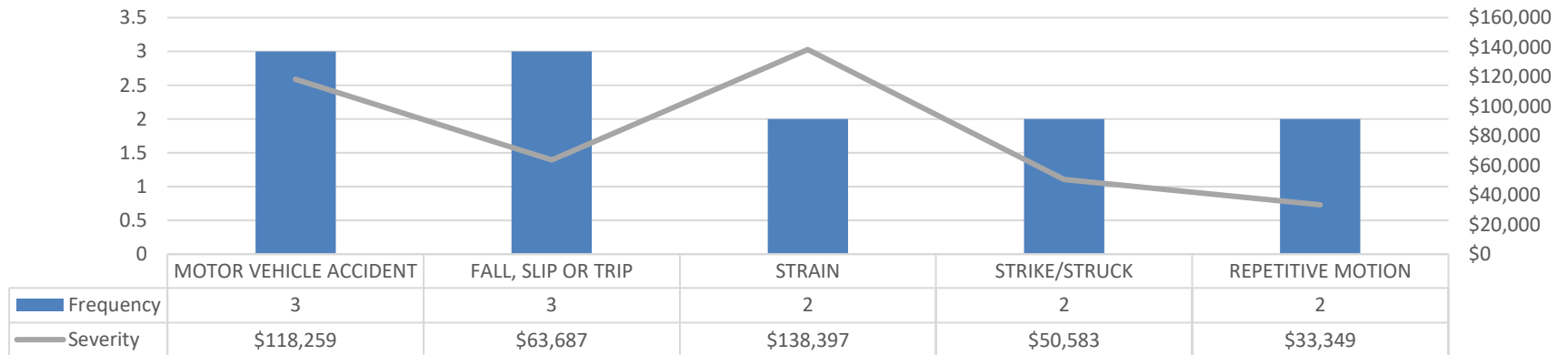
Loss Days for Injuries within Fiscal Year



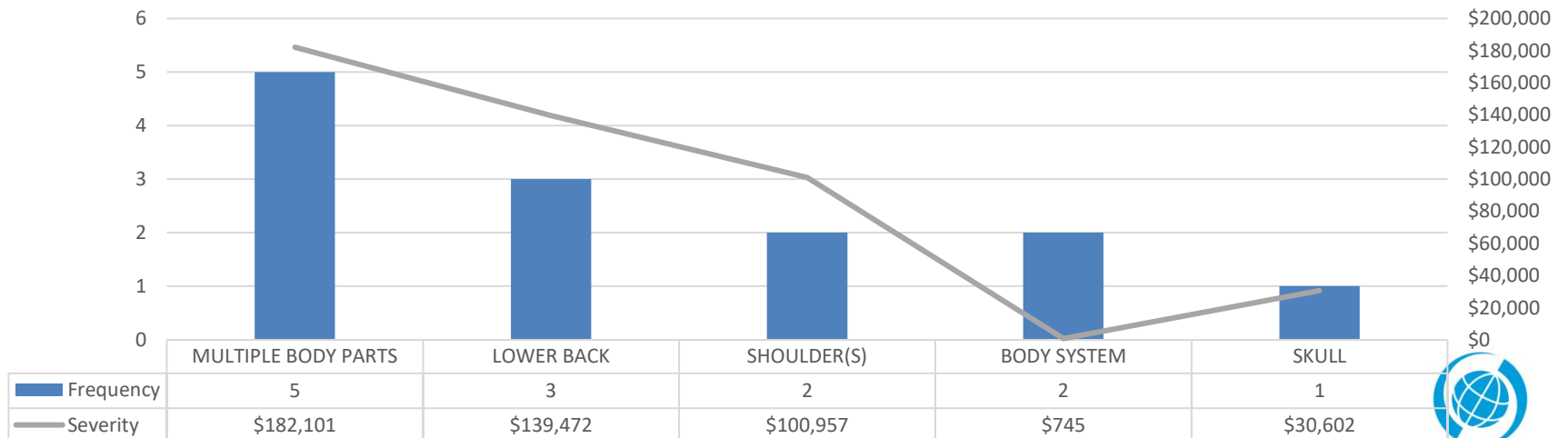
Total Paid During Fiscal Year Regardless of Injury Date



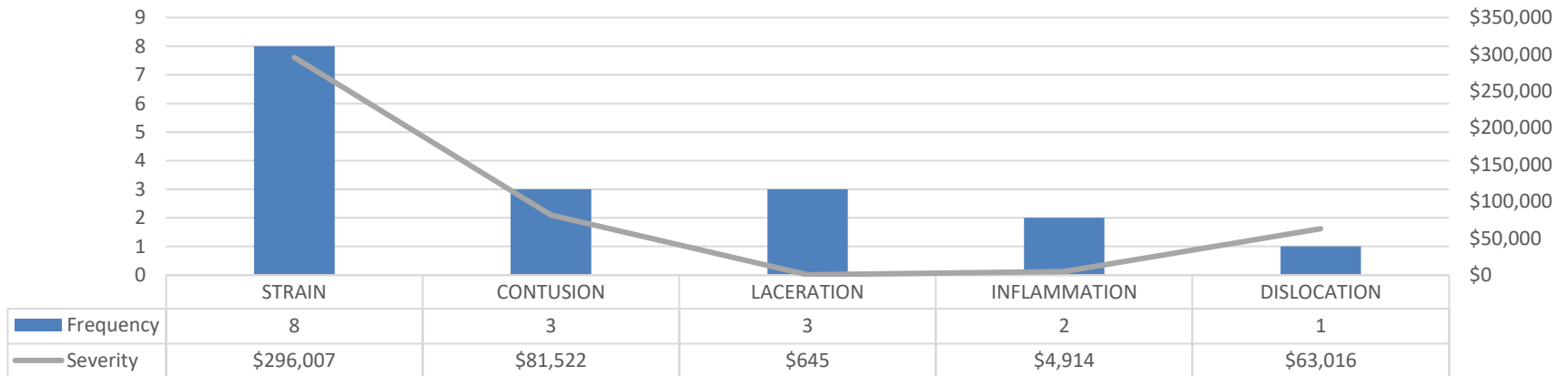
Top 5 Cause of Injury Fiscal Year 2015-2020



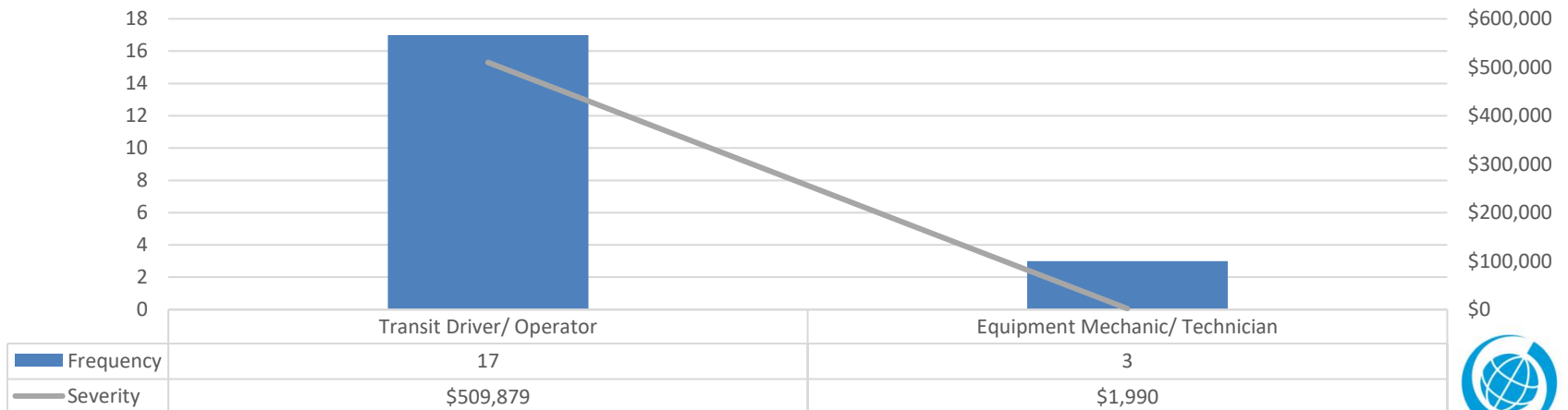
Top 5 Part of Body Injured Fiscal Year 2015-2020



Top 5 Nature of Injury Fiscal Year 2015-2020



Occupation of Injury Fiscal Year 2015-2020



El Dorado County Transit Authority WC Trending Report Fiscal Years 2015-2020

Top 10 Claims Fiscal Year 2015-2020

Claim Number	Description	Loss Date	Status	Loss Days	Paid	Incurred
SDWA-559901	Strained back while driving bus	9/21/2018	O	0	\$18,044	\$134,428
SDWA-560093	Injury to left hand, leg, and foot from motor vehicle accident	1/2/2019	O	529	\$66,139	\$111,333
SDWA-560066	Tripped and fell over a concrete parking block and dislocated shoulder	12/11/2018	O	210	\$32,327	\$63,016
SDWA-559672	Slipped on gravel while performing inspection striking knee on bumper	7/2/2018	C	469	\$50,583	\$50,583
SDWA-558611	Pain in right shoulder from shifting gears	3/31/2017	O	51	\$9,660	\$37,941
SDWA-561221	Neck and low back pain from repetitive job duties	4/15/2020	O	0	\$0	\$33,157
SDWA-559272	Hit head while having a seizure	12/11/2017	C	18	\$30,602	\$30,602
SDWA-561026	Cumulative trauma to back and bladder from job duties	9/21/2018	O	0	\$0	\$30,350
SDWA-560287	Injury to neck, right arm, and waist area from motor vehicle accident	4/16/2019	C	28	\$6,926	\$6,926
SDWA-561188	Pain in right lower back area from job duties	8/1/2019	O	0	\$0	\$4,722

AGENDA ITEM 2 B
Action Item

MEMORANDUM

DATE: September 3, 2020

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) 2019/20 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 primarily for 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, independent 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 2019/20 on-site audit field work at the El Dorado County Transit Authority during the week of October 5, 2020. Final audit reports will be completed in late October 2020 or early November 2020.

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.

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 3, 2020 Board agenda packet as a Consent Item for consideration by the full Board.

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 (this meeting may be held remotely)

FISCAL IMPACT

None

AGENDA ITEM 2 C
Action Item

MEMORANDUM

DATE: September 3, 2020

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Final Amended Operating Budget for Fiscal Year 2019/20

REQUESTED ACTION:
BY MOTION,

1. Receive and File the Final Proposed Amended Operating Budget for Fiscal Year 2019/20
2. Authorize the transfer of \$943,000 in State Transit Assistance (STA) funds from the Operating Budget into the Capital program
3. Acknowledge the budget amount of \$1,409,540 in Deferred Local Transportation Funds (LTF)

BACKGROUND

As of August 26, 2020, most work related to posting was accomplished to close the internal fiscal year (FY) 2019/20 financials.

A Final Amended Operating Budget is typically presented to the Board of Directors following the close of the fiscal year and prior to completion of an independent financial audit. The proposed Final Amended FY 2019/20 Operating Budget (attached) reflects fiscal year-end adjustments from the adopted mid-year version, based on actual revenue and expenses realized during the period.

DISCUSSION

The proposed Final Amended FY 2019/20 Operating Budget reflects overall increases to revenue accounts and decreases to salary and benefit and general expenses. Outlined below are the recommended adjustments by line item with comments. The attached Proposed Final Amended FY 2019/20 Operating Budget sheet presents the adopted mid-year budget amounts for comparison and shows the net changes made.

The Proposed Final Amended FY 2019/20 Operating Budget includes new, unanticipated revenue from emergency CARES Act funding in the amount of \$564,119 in Federal Transit Administration (FTA) Section 5311 funds and FTA Section 5307 funds in the amount of \$950,866 for a total amount of \$1,514,985.00. Per the Joint Exercise of Powers Agreement (JPA) of El Dorado County Transit Authority (El Dorado Transit) section 11.3 *“The EDCTA shall*

actively seek to maximize utilization of Federal, State, and other available revenues which shall be applied towards such operating and capital expenditures...” Use of Federal CARES Act funds in FY 2019/20 has purposely triggered a deferred amount of LTF for use in FY 2020/21 Operating Budget.

El Dorado Transit management and staff worked well within the overall mid-year budget expense projections. The effects of COVID-19 related service reductions and temporary fare policies caused fare revenue losses of approximately \$304,000. Salary and Benefit accounts were maintained under budget by the amount of \$570,036. Service and Supply accounts were under budget by the amount of \$544,288.

Due primarily to the infusion of the emergency CARES Act funding, an increase of \$1,213,002 in Contingency Funds now totaling \$1,409,540 represents the projected amount of conventional State funding offset for use in the FY 2020/21 operating budget.

REVENUE ACCOUNTS

El Dorado Transit saw an overall decrease of approximately \$304,000 in fare revenue accounts. Including the CARES Act funds, total revenue increased by \$295,216 (3.25%).

- 1 State Transit Assistance was reduced to reflect an anticipated transfer of these revenues to the capital budget. Actual amounts will be finalized and presented in the annual independent financial audit.
- 2 Interest Income decreased to accurately reflect receipts.
- 3 Federal Transit Administration (FTA) Section 5311 increased to reflect the actual allocation.
- 4 Emergency FTA Section 5311 CARES Act funding line item added to reflect actual allocation.
- 5 Cash Fares decreased to accurately reflect receipts.
- 6 Contract Services decreased to accurately reflect receipts.
- 7 Charter Service decreased to accurately reflect receipts.
- 8 Commuter Route Fare Media decreased to accurately reflect receipts.
- 9 Local Route Fare Media decreased to accurately reflect receipts.
- 10 Paper Scrip decreased to accurately reflect receipts.
- 11 FTA Section 5307 Grant – PM increased to reflect eligible amount.
- 12 Emergency FTA Section 5307 CARES Act funding line item added to reflect actual allocation.

SALARY & BENEFITS EXPENSE ACCOUNTS

Overall, the total Salary and Benefits expenditures were managed below mid-year budget adjustment projections by \$570,036. Although services were reduced during the last quarter of the fiscal year in response to COVID-19, staffing levels were mostly maintained and staff were compensated at regular levels through the end of the fiscal year, in keeping with the intent of the emergency CARES Act funding.

- 13 Regular Employee salary expenses decreased to reflect actuals. Some positions were understaffed prior to the pandemic and some operational staff hours were reduced as a result of the pandemic related service reductions.
- 14 Temporary Employee costs decreased to reflect actual usage of the extra help employees.
- 15 Overtime decreased to accurately reflect costs.
- 16 On Call Pay decreased to accurately reflect usage.
- 17 CRDI and Shift Pay decreased to reflect actual costs.
- 18 Employee Retirement reduced to reflect actual costs.
- 19 Social Security (FICA) Payroll Tax reduced to accurately reflect actual costs; this item is driven by the use of extra help.
- 20 Medicare Payroll Tax reduced to accurately reflect actual costs.
- 21 Health Insurance decreased to reflect actual expenses.
- 22 Unemployment Insurance increased to reflect actual costs. This is a reimburse only account and reflects the provision of benefits to some employees for the initial loss of hourly wages due to the pandemic related service reductions.
- 23 Long Term Disability/Life insurance decreased to reflect actual costs.
- 24 Workers' Compensation reduced to reflect actual Premiums paid.

SERVICE & SUPPLY EXPENSE ACCOUNTS

Total Services and Supplies accounts decreased by \$544,288.

- 25 Clothing & Supplies decreased closer to actual expenses.
- 26 Uniforms – Other decreased closer to actual expenses.
- 27 Communications – Phone decreased closer to actual expenses.
- 28 Household Expenses increased closer to actual expenses.
- 29 Insurance Premiums/Public Liability decreased to reflect the estimated two (2) month pre-paid allocation of FY 2020/21 premiums in FY 2019/20.
- 30 Insurance Premiums/Physical Damage decreased to reflect the estimated two (2) month pre-paid allocation of FY 2020/21 premiums in FY 2019/20.
- 31 Insurance Premiums/Commercial decreased to reflect actual.
- 32 Service Contracts/Equipment increased closer to actual expenses.
- 33 Park & Ride Maintenance decreased closer to actual expenses.
- 34 Maintenance/Buildings increased closer to actual expenses.
- 35 Maintenance/Equipment increased closer to actual expenses.
- 36 Maintenance/Grounds decreased closer to actual expenses.
- 37 Maintenance/Bus Stops decreased closer to actual expenses.
- 38 Maintenance/Other zeroed to actual expenses.
- 39 Vehicle Maintenance (In-House) increased closer to actual expenses.
- 40 Vehicle Maintenance/Tires & Tubes decreased closer to actual expenses.
- 41 Vehicle Maintenance/ Lubricants decreased closer to actual expenses.
- 42 Vehicle Maintenance/ Small Tools - Shop increased closer to actual expenses.
- 43 Vehicle Maintenance/Sales Tax/Fuel & Lubricants - decreased closer to actual expenses.
- 44 Safety Equipment/Training increased closer to actual expenses. Additional COVID-19 related expenses associated with enhanced cleaning protocols, protective equipment and supply purchases are captured under this account.

- 45 Memberships decreased closer to actual expenses.
- 46 Office Expenses decreased closer to actual expenses.
- 47 Postage decreased closer to actual expenses.
- 48 Operating Expenses – Other increased closer to actual expenses.
- 49 Professional Services increased closer to actual expenses.
- 50 Employee Medical Exams decreased closer to actual expenses.
- 51 Background Checks decreased closer to actual expenses.
- 52 Publications/Legal Notices decreased closer to actual expenses.
- 53 Printing decreased closer to actual expenses.
- 54 Rents/Leases – Equipment decreased closer to actual expenses.
- 55 Rents/Leases – Park & Rides increased closer to actual expenses.
- 56 Equipment Purchase – Data Processing decreased closer to actual expenses.
- 57 Equipment Purchase – Office increased closer to actual expenses.
- 58 Special Department Expenses - decreased closer to actual expenses.
- 59 Marketing decreased closer to actual expenses.
- 60 Staff Development/Travel decreased closer to actual expenses.
- 61 Fuel Purchase decreased closer to actual expenses.
- 62 Bank Charges zeroed to actual expenses.
- 63 Credit Card Charge Fees decreased closer to actual expenses.
- 64 Connect Card administration Fees decreased closer to actual expenses.
- 65 Utilities decreased closer to actual expenses.
- 66 Utilities/Park & Ride decreased closer to actual expenses.
- 67 AB2766 Fair Shuttle zeroed as service was not provided due to COVID-19.
- 68 Contingency increased to reflect the estimated offset of State funding for the FY 2020/21 Operating Budget.

FISCAL IMPACT

Staff is presenting a balanced Final Amended Operating Budget for FY 2019/20 totaling \$9,389,218 which is approximately 3% over the mid-year projections. Final FY 2019/20 budget adjustments and financial position of the El Dorado County Transit Authority will be trued up in the independent financial audit process and presented during the December 2020 regularly scheduled Board meeting.

EL DORADO COUNTY TRANSIT AUTHORITY

PROPOSED FINAL AMENDED OPERATING BUDGET 2019/2020

OPERATING BUDGET		FY 2019/2020 Mid-Year Adopted 02/06/2020	FY 2019/2020 Final Amended Proposed 09/03/2020	Difference	Comment #	Percentage
REVENUE ACCOUNTS						
4000.00	Transportation Development Act (TDA/LTF)	\$5,240,291	\$5,240,291	\$0		100.00%
4270.00	State Transit Assistance (STA)	\$943,000	\$0	-\$943,000	1	0.00%
4270.00	State Transit Assistance (STA) Deferred	\$0	\$0	\$0		0.00%
4270.01	State Transit Assistance (STA)/State of Good Repair (SGR)	\$248,293	\$248,293	\$0		100.00%
4970.00	Interest Income	\$58,000	\$44,300	-\$13,700	2	76.38%
4100.00	Federal Transit Administration (FTA) Section 5311 Grant	\$509,322	\$538,231	\$28,909	3	105.68%
4100.00	Federal Transit Administration (FTA) CARES Act Section 5311	\$0	\$564,119	\$564,119	4	0.00%
4300.00	Cash Fares	\$175,000	\$174,500	-\$500	5	99.71%
4310.00	Contract Services	\$435,000	\$365,000	-\$70,000	6	83.91%
4320.00	Charter Services	\$5,000	\$0	-\$5,000	7	0.00%
4330.00	Commuter Route Fare Media	\$786,000	\$592,000	-\$194,000	8	75.32%
4350.00	Local Route Fare Media	\$76,000	\$52,500	-\$23,500	9	69.08%
4360.00	Paper Scrip	\$28,000	\$17,000	-\$11,000	10	60.71%
4400.00	Advertising Revenue	\$0	\$0	\$0		0.00%
4990.00	Misc. Revenue	\$0	\$0	\$0		0.00%
4107.03	Fair Shuttle AB2766 Grant	\$0	\$0	\$0		0.00%
4109.04	Low Carbon Transit Operations Program (LCTOP) Grant CP	\$331,722	\$331,722	\$0		100.00%
4112.00	FTA Section 5307 Grant Income - Preventative Maintenance (PM)	\$250,000	\$262,022	\$12,022	11	104.81%
4112.00	Federal Transit Administration (FTA) CARES Act Section 5307	\$0	\$950,866	\$950,866	12	0.00%
5060.00	Offset Reserve Fund - CalTIP (restricted)	\$8,374	\$8,374	\$0		100.00%
TOTAL REVENUES		\$9,094,002	\$9,389,218	\$295,216		103.25%
SALARY & BENEFIT ACCOUNTS						
5010.00	Regular Employees	\$3,786,614	\$3,450,000	-\$336,614	13	91.11%
5010.02	Temporary Employees	\$100,000	\$69,000	-\$31,000	14	69.00%
5010.07	Overtime	\$100,000	\$81,200	-\$18,800	15	81.20%
5010.08	On Call Pay	\$7,000	\$6,650	-\$350	16	95.00%
5010.09	CRDI and Shift Pay	\$20,000	\$16,000	-\$4,000	17	80.00%
5020.01	Employee Retirement	\$595,000	\$532,000	-\$63,000	18	89.41%
5070.01	(OASDI - Payroll Tax) FICA	\$7,000	\$4,700	-\$2,300	19	67.14%
5070.02	MEDICARE - Payroll Tax	\$56,000	\$50,000	-\$6,000	20	89.29%
5020.02	Health Insurance	\$1,220,000	\$1,170,000	-\$50,000	21	95.90%
5020.03	Unemployment Insurance	\$10,000	\$29,000	\$19,000	22	290.00%
5020.04	LT Disability/Life Ins	\$39,000	\$34,500	-\$4,500	23	88.46%
5020.05	Worker's Comp	\$225,000	\$152,528	-\$72,472	24	67.79%
TOTAL SALARY & BENEFITS		\$6,165,614	\$5,595,578	-\$570,036		90.75%
SERVICE & SUPPLY ACCOUNTS						
5090.02	Clothing & Supplies	\$3,600	\$2,900	-\$700	25	80.56%
5090.05	Uniforms - Other	\$16,000	\$11,500	-\$4,500	26	71.88%
5050.01	Communications - Phone	\$47,000	\$31,000	-\$16,000	27	65.96%
5090.20	Communications - Radio	\$0	\$0	\$0		0.00%
5090.01	Household Expenses	\$15,750	\$16,100	\$350	28	102.22%
5060.01	Insurance Premiums/Public Liability	\$575,000	\$558,000	-\$17,000	29	97.04%
5060.02	Insurance Premiums/Physical Damage	\$25,000	\$22,500	-\$2,500	30	90.00%
5060.03	Insurance Premiums/Commercial	\$14,000	\$13,250	-\$750	31	94.64%
5060.04	Insurance Premium EPLI Package	\$18,000	\$18,000	\$0		100.00%
5090.06	Service Contracts/Equipment	\$150,000	\$162,000	\$12,000	32	108.00%
5160.07	Park and Ride Maintenance	\$17,000	\$9,500	-\$7,500	33	55.88%
5160.01	Maintenance/Buildings	\$5,500	\$6,900	\$1,400	34	125.45%
5160.03	Maintenance/Equipment	\$3,000	\$8,300	\$5,300	35	276.67%
5160.05	Maintenance/Grounds	\$8,500	\$6,700	-\$1,800	36	78.82%
5160.09	Maintenance/Bus Stop	\$3,000	\$2,600	-\$400	37	86.67%
5160.00	Maintenance/Other	\$2,500	\$0	-\$2,500	38	0.00%
5040.00	Vehicle Maintenance (In-House)	\$380,000	\$430,000	\$50,000	39	113.16%
5040.02	Vehicle Maintenance/Tires & Tubes	\$85,000	\$79,000	-\$6,000	40	92.94%
5040.03	Vehicle Maintenance/Lubricants	\$28,000	\$26,500	-\$1,500	41	94.64%
5040.04	Vehicle Maintenance/Small Tools - Shop	\$4,300	\$5,700	\$1,400	42	132.56%
5040.80	Vehicle Maintenance/Sales Tax/ Fuel & Lub.	\$45,000	\$30,000	-\$15,000	43	66.67%
5090.50	Safety Equipment/Training	\$7,000	\$54,000	\$47,000	44	771.43%
5090.40	Memberships	\$8,400	\$4,900	-\$3,500	45	58.33%
5090.70	Office Expense	\$15,000	\$10,800	-\$4,200	46	72.00%
5090.80	Postage	\$4,500	\$4,000	-\$500	47	88.89%
5090.00	Operating Expense - Other	\$1,000	\$2,500	\$1,500	48	250.00%
5030.00	Professional Services	\$170,000	\$210,000	\$40,000	49	123.53%
5030.10	Employee Medical Exams	\$9,000	\$8,500	-\$500	50	94.44%
5030.30	Background Checks	\$2,000	\$1,100	-\$900	51	55.00%
5090.08	Pubs/Legal Notices	\$4,000	\$1,700	-\$2,300	52	42.50%
5090.75	Printing	\$15,000	\$6,700	-\$8,300	53	44.67%
5120.02	Rents/Leases - Equipment	\$21,000	\$18,600	-\$2,400	54	88.57%
5120.03	Rents/Leases Park and Rides	\$9,000	\$9,200	\$200	55	102.22%
5140.01	Equipment Purchase - Data Processing	\$1,000	\$50	-\$950	56	5.00%
5140.05	Equipment Purchase - Office	\$4,000	\$4,900	\$900	57	122.50%
5150.00	Special Department Expense	\$5,000	\$800	-\$4,200	58	16.00%
5150.01	Marketing	\$15,000	\$2,200	-\$12,800	59	14.67%
5090.30	Staff Development/Travel	\$41,000	\$11,900	-\$29,100	60	29.02%
5040.01	Fuel Purchase	\$828,000	\$500,000	-\$328,000	61	60.39%
5090.72	Bank Charges	\$800	\$0	-\$800	62	0.00%
5090.73	Credit Card Charge Fees	\$5,000	\$2,800	-\$2,200	63	56.00%
5090.74	Connect Card Administration Expenses	\$40,000	\$25,500	-\$14,500	64	63.75%
5050.02	Utilities	\$54,000	\$45,500	-\$8,500	65	84.26%
5050.03	Utilities/ Park & Rides	\$26,000	\$18,000	-\$8,000	66	69.23%
4108.03	Fair Shuttle AB2766 Grant	Pending	\$0	\$0	67	0.00%
6270.00	Contingency	\$196,538	\$1,409,540	\$1,213,002	68	717.18%
TOTAL SERVICES AND SUPPLIES		\$2,928,388	\$3,793,640	\$865,252		129.55%
TOTAL OPERATING EXPENSES		\$9,094,002	\$9,389,218	\$295,216		103.25%