



EL DORADO TRANSIT

EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING AGENDA

Thursday, February 4, 2021; 1:00 PM

Chairperson: John Hidahl, County of El Dorado Supervisor, District I
Vice Chairperson: Kara Taylor, City of Placerville Councilmember
Jackie Neau, City of Placerville Councilmember
Lori Parlin, County of El Dorado Supervisor, District IV
George Turnboo, County of El Dorado Supervisor, District II

- Patty Borelli, Alternate for City Councilmembers
- Wendy Thomas, Alternate for Board of Supervisors, District III

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?pwd=N0RYRGkxMnkzNUtQemsrRjVQdm5BZz09>

Participate by Phone:

1-669-900-6833

Meeting ID: 833-772-503

Passcode: 2021

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

ELECTION OF OFFICERS

PAGE

A. Election of Chairperson and Vice-Chairperson for Calendar Year 2021

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B. Oath of Office

CEREMONIAL ITEMS

A. Newly elected Chairperson plaque presentation to outgoing Chairperson John Hidahl

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. CONSENT CALENDAR

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A. Approve Conformed Minutes of Regular Meeting December 3, 2020

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B. Receive and File November and December 2020 Check Registers

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C. Receive and File November and December 2020 Ridership Report

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D. Receive and file Quarterly Investment Reports for the periods ending 09/30/2020 and 12/31/2020

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E. 1. Adopt Resolution No. 21-01 Authorizing the Executive Director to File Applications for Federal Transit Administration Funding Programs

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2. Adopt Resolution No. 21-02 Authorizing the Executive Director to File Application specific to the Federal Transit Administration Section 5311 Grant Program

F. Approve Vehicle Donation to Local Non-Profit Organization(s)

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1.	<u>CONSENT CALENDAR CONTINUED</u>	<u>PAGE</u>
	G. Approve funding Operating Reserve utilizing Advertising and Miscellaneous revenue accounts for fiscal year 2020/21	29
	H. Adopt Resolution No. 21-03 Authorizing the Executive Director to Claim Revised Transportation Development Act (TDA) Funds for Fiscal Year 2020/21	31
	I. Approve Revised Blanket Purchase Orders above \$25,000 for Fiscal Year 2020/21	35
2.	<u>ACTION ITEMS</u>	
	A. Adopt Proposed Fiscal Year 2020/21 Mid-Year Operating Budget Adjustments	39
3.	<u>INFORMATION ITEMS</u>	
	A. Sacramento Area Council of Governments Connect Card 2.0 Support Letter	43
	B. Newsletter	44

EXECUTIVE DIRECTOR REPORT *

BOARD MEMBER COMMENTS *

RECESS TO CLOSED SESSION

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

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

RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

ADJOURNMENT

* Verbal Report

NEXT REGULARLY SCHEDULED BOARD MEETING
OF THE EL DORADO COUNTY TRANSIT AUTHORITY
Thursday, March 4, 2021 1:00 P.M.

Zoom Meeting Teleconference

<https://us02web.zoom.us/j/833772503?pwd=VXptSUJYaEd6ZkRCUFExbU15Vk4vQT09>

1-669-900-6833

Meeting ID: 833-772-503

Password: 2021

AGENDA ITEM
Election of Officers

MEMORANDUM

DATE: February 4, 2021

TO: El Dorado County Transit Authority

FROM: Megan Wilcher, Secretary to the Board/Administrative Coordinator

SUBJECT: Election of Chairperson and Vice-Chairperson

REQUESTED ACTION:

BY MOTION,

Elect Chairperson and Vice-Chairperson for Calendar Year 2021

BACKGROUND

In accordance with Section 4.5 of the El Dorado County Transit Authority (El Dorado Transit) Bylaws: "The Board shall elect a Chairperson and Vice-Chairperson at the first meeting of each calendar year."

Chairperson Duties

The Chairperson shall preside and preserve order at all regular and special meetings of El Dorado Transit. The Chairperson shall state every question coming before El Dorado Transit, announce the decision on all subjects and decide all questions of order without debate, subject to an appeal to El Dorado Transit on which a member shall speak but once, the Chairperson having precedence in speaking on question of order. In addition, the Chairperson shall make all Committee appointments with the concurrence of the El Dorado Transit Board.

Vice-Chairperson Duties

In the absence of the Chairperson, the Vice-Chairperson may perform duties and obligations of the office of Chairperson.

DISCUSSION

The El Dorado Transit Bylaws do not identify a specific rotation for Chairperson and Vice-Chairperson. Customarily, the former Vice-Chairperson ascends to Chairperson and the new Vice-Chairperson represents the alternate jurisdiction from the Chairperson's.



EL DORADO TRANSIT

EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING CONFORMED MINUTES Thursday, December 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

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Participate by Phone:

1-669-900-6833

Meeting ID: 833-772-503

Passcode: 2020

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

CEREMONIAL ITEMS

- A. Adopt the attached Proclamations in Recognition of Outgoing Board Members

Ceremonial item only.

M/S: Hidahl/Taylor

Ayes: Acuna, Hidahl, Frentzen, Taylor, Veerkamp

ROLL CALL

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

ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR

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M/S: Frentzen/Acuna

Ayes: Acuna, Hidahl, Frentzen, Taylor, Veerkamp

OPEN FORUM

None

1. CONSENT CALENDAR

- A. Approve Conformed Minutes of Regular Meeting November 5, 2020
- B. Receive and File October 2020 Check Registers
- C. Receive and File October 2020 Ridership Report
- D. Approve the El Dorado County Transit Authority Board of Directors Proposed Meeting Schedule for 2021
- E. Adopt Resolution No. 20-28 revising the El Dorado County Transit Authority Personnel Policies and Procedures Manual to comply with new State employment law

- F. Receive and File Independent Financial Audit, Single Audit and Compliance Reports for Fiscal Year 2019/20 for the El Dorado County Transit Authority

2. ACTION ITEMS

- A. Adopt Resolution No. 20-29 Revising the Personnel Allocation Plan for Fiscal Year 2020/21

Action: Adopted Resolution No. 20-29 Revising the Personnel Allocation Plan for Fiscal Year 2020/21

M/S: Acuna/Veerkamp

Ayes: Acuna, Hidahl, Frentzen, Taylor, Veerkamp

3. INFORMATION ITEMS

- A. California Public Employers' Retirement System (CalPERS) contract amendment to include Section 20903 final report

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

Recessed to Closed Session at 1:35 PM.

RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS

Reconvened to Open Session at 1:45 PM. No report out.

ADJOURNMENT

Chairperson Hidahl adjourned the meeting at 1:45 PM. The next regularly scheduled meeting is February 4, 2021.

Respectfully Submitted,

**Megan Wilcher
Secretary to the Board**

AGENDA ITEM 1 B
Consent Item

MEMORANDUM

DATE: February 4, 2021

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Receive and File November and December 2020 Check Registers

REQUESTED ACTION:

BY MOTION,

Receive and File November and December 2020 Check Registers

BACKGROUND

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

DISCUSSION

Five (5) items merit further detail:

Check #34799 – Gillig LLC.....\$1,519,912.05
This check pays an obligation for the replacement of three (3) Local Route Bus using Federal Transit Administration (FTA) Section 5307, FTA Section 5339 and State Transit Assistance (STA) funds; CIP Project # 18-04.

Check #111 – Talley, Inc.....\$1,744.41
This check pays the obligation for Radio System equipment radios using California Transit Security Grant Program-California Transit Assistance Funds (CTSGP-CTAF) funds; CIP Project #18-06.

Check #34830 – Employment Development Department.....\$33,745.50
This warrant pays the obligation for 3rd quarter unemployment insurance – reimbursable account using Local Transportation Funds (LTF).

Check #34859 – Imperial Printing-HKR.....\$7,729.60
This check pays an obligation for decal installation on four (4) new buses for Local Route service using State Transit Assistance (STA) funds; CIP Project # 18-04.

Check #34860 – LSC Transportation Consultants, Inc.....\$600.00
This check pays an obligation for the Amtrak Thruway Service Discussion using Local
Transportation Funds (LTF).

EL DORADO COUNTY TRANSIT AUTHORITY
Check Register
November through December 2020

Date	Num	Name	Memo	Amount
11/02/2020	EFT TRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	Health Premium - November 2020	37,287.02
11/02/2020	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE OCT. 30, 2020	4,028.83
11/02/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #22 CLASSIC	9,255.66
11/02/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #22 PEPRA	7,371.32
11/03/2020	34784	3D DATACOM	Reset Internet Service at EDH & Placerville Station	370.00
11/03/2020	34785	ADM SCREENING	DMV Physicals & Random Screenings 0920	900.00
11/03/2020	34786	AT&T / CALNET	Monthly Utility	494.99
11/03/2020	34787	AT&T MOBILITY	Surveillance Cameras at P&R's October 2020	186.32
11/03/2020	34788	CAL.NET	CCTV Service at Missouri Flat Bus Stop October 2020	176.92
11/03/2020	34789	CALIFORNIA SPECIAL DISTRICTS ASSOCIATION	Annual Membership Dues	1,707.00
11/03/2020	34790	CDW GOVERNMENT	Malwarebytes Business License 1-Year	1,882.65
11/03/2020	34791	CELL ENERGY	VOID: ELTRA	0.00
11/03/2020	34792	COMCAST	High Speed Internet Service - October 2020	244.69
11/03/2020	34793	DAWSON OIL	Fuel Purchases - October 2020	22,720.28
11/03/2020	34794	ECO SIGNS	Replace Lights at EDH P&R	730.85
11/03/2020	34795	EDC RISK MANAGEMENT	Medical Insurance October 2020	826.22
11/03/2020	34796	EL DORADO DISPOSAL	Disposal Service Commerce Way - October 2020	401.47
11/03/2020	34797	FEDERAL EXPRESS	Express Shipping	128.78
11/03/2020	34798	FLEMING DISTRIBUTING CO.	Additives for PM Services	447.13
11/03/2020	34799	GILLIG LLC	3 - Gillig "Low Floor" Buses	1,519,912.05
11/03/2020	34800	GILLIG LLC	Parts And Supplies	2,849.49
11/03/2020	34801	GLOBAL DATA VAULT LLC	Monthly Recovery Back-Up Service October 2020	300.00
11/03/2020	34802	IMAGE SOURCE	ED10	219.15
11/03/2020	34803	IMPERIAL PRINTING-HKR	Graphics Repairs - multiple vehicles	550.61
11/03/2020	34804	NELSON'S BUILDING MAINTENANCE, INT.	Janitorial / COVID Supplies	744.53
11/03/2020	34805	KINETICO WATER OF PLACERVILLE	Drinking Water - November 2020	42.90
11/03/2020	34806	MISSION UNIFORM SERVICE	Uniforms, Towels, & Mats Service	240.90
11/03/2020	34807	OPERATING ENGINEERS - MEDICAL	Represented Medical December 2020	37,124.00
11/03/2020	34808	PACIFIC GAS & ELECTRIC	Monthly Utility	651.07
11/03/2020	34809	PACIFIC GAS & ELECTRIC	Monthly Utility	3,072.91
11/03/2020	34810	QUILL	Misc. Office Supplies	173.58
11/03/2020	34811	RON DUPRATT FORD	Parts And Supplies	117.50
11/03/2020	34812	RTS IT INC	ITCare Gold Service Plan November 2020	5,247.50
11/03/2020	34813	SQUEAKY CLEAN	Fogging & Disinfecting Buses	1,560.00
11/03/2020	34814	TOWN CENTER EAST LP	Lease Payment for November 2020 P&R	700.00
11/03/2020	34815	TRUE VALUE HARDWARE	Parts And Supplies	18.22
11/03/2020	34816	UNITED TEXTILE	Oil Socks for Storm Drains	268.31
11/03/2020	34817	WESTERN SUPPLY INC	Wheel Weights, Valve Stems	639.13
11/03/2020	34818	ZEP MANUFACTURING CO.	Soap for Bus Wash	233.41
11/03/2020	34819	CELL ENERGY	94RPG Battery #1503	129.74
11/05/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	Monthly Unfunded Liability FY 2020/21 - Classic	23,227.69
11/10/2020	111	TALLEY INC	Antenna Tester	1,744.41
11/10/2020	34820	ABSOLUTE GLASS, INC.	Windshield Replacement #1801	404.12
11/10/2020	34821	AFLAC	Employee Paid Premiums - November 2020	1,206.46
11/10/2020	34822	AFTERMARKET PARTS CO LLC	Passenger Windshield #1801	604.30
11/10/2020	34823	BLUE RIBBON PERSONNEL SERVICES	Dispatcher Testing	40.00
11/10/2020	34824	BUS & EQUIPMENT REPAIR OF CA	Parts And Supplies	1,558.24
11/10/2020	34825	C & H MOTOR PARTS	Parts And Supplies	20.09
11/10/2020	34826	CAPITOL CLUTCH & BRAKE	Parts And Supplies	309.95
11/10/2020	34827	CELL ENERGY	8D Batteries #1704	427.12
11/10/2020	34828	EL DORADO DISPOSAL-HAZARDOUS WASTE & DUMP	Clean YW-Self Haul	142.08
11/10/2020	34829	EL DORADO IRRIGATION DISTRICT	Water Service FORNI/RL 08/22/20 - 10/23/20	179.33
11/10/2020	34830	EMPLOYMENT DEVELOPMENT DEPARTMENT	UI Benefit Charges for 3rd Quarter 2020	33,745.50
11/10/2020	34831	FACTORY MOTOR PARTS	Parts And Supplies	590.52
11/10/2020	34832	FASTENAL	Disinfectant Wipes - Covid Supplies	743.72
11/10/2020	34833	FOLSOM CHEVROLET	Parts And Supplies	115.73

EL DORADO COUNTY TRANSIT AUTHORITY
Check Register
November through December 2020

Date	Num	Name	Memo	Amount
11/10/2020	34834	GCR TIRES & SERVICE	Snow Tire Chains - Kodiak, Gillig, MCI	1,662.39
11/10/2020	34835	GIRARD & EDWARDS	Legal Services - October 2020	250.00
11/10/2020	34836	LANGUAGE LINE SERVICES, INC.	Over The Phone Interpretation Service	10.00
11/10/2020	34837	MAG LANDSCAPING INC	Landscaping Maintenance - October 2020	1,010.00
11/10/2020	34838	MOUNTAIN DEMOCRAT INC	Recruitment Ads October 2020	289.93
11/10/2020	34839	O'REILLY AUTO ENEERPRISES, LLC	Parts And Supplies	1,692.00
11/10/2020	34840	PRO-LINE CLEANING SERVICES INC	Janitorial Services October 2020	1,010.00
11/10/2020	34841	RIEBES AUTO PARTS	Parts And Supplies	21.86
11/10/2020	34842	ROBERTS & COMPANY INC	CPA Services - October 2020	1,605.00
11/10/2020	34843	SUN LIFE FINANCIAL	November 2020 Group Life & LTD Benefits	2,047.54
11/10/2020	34844	WESTERN TRUCK PARTS LLC	Parts And Supplies	4,398.10
11/10/2020	34845	WOLFPACK INSURANCE SERVICES, INC.	Dental & Vision Premiums December 2020	3,763.70
11/10/2020	34846	ZONAR SYSTEMS INC	Adhesive ID Tags	595.55
11/13/2020	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE NOV. 13, 2020	4,040.00
11/13/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #23 CLASSIC	9,297.96
11/13/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #23 PEPRA	7,307.26
11/19/2020	34847	3D DATACOM	Back Up Battery Installation - Placerville Station	505.57
11/19/2020	34848	ADM SCREENING	Random Drug Screening & DMV Physicals - October 2020	290.00
11/19/2020	34849	AMERICAN HERITAGE LIFE INSURANCE COMPANY	Employee Paid Premiums - November 2020	29.10
11/19/2020	34850	ARNOLDS FOR AWARDS	EOM Plate Engraving - Nov. & Dec. 2020	30.00
11/19/2020	34851	AT&T / CALNET	Monthly Utility	439.75
11/19/2020	34852	BROWER MECHANICAL INC	Replaced Heating & Air Filters	196.00
11/19/2020	34853	CalACT	2021 Public Operators Membership	740.00
11/19/2020	34854	EDC RISK MANAGEMENT	EDC Medical Insurance - November 2020	826.22
11/19/2020	34855	EL DORADO BATTERY CO.	Fleet Batteries as Needed	868.09
11/19/2020	34856	EL DORADO IRRIGATION DISTRICT	Monthly Utility	1,363.18
11/19/2020	34857	FEDERAL EXPRESS	Express Shipping	25.78
11/19/2020	34858	HUNT & SONS INC	Fuel Purchases 10/16/20 - 10/31/20	394.51
11/19/2020	34859	IMPERIAL PRINTING-HKR	Bus Decals Installation #'s 2002, 2003, 2004, & 1705	7,729.60
11/19/2020	34860	LSC TRANSPORTATION CONSULTANTS, INC.	Follow-Up Work on SAC-SLT Service	600.00
11/19/2020	34861	OPERATING ENGINEERS LOCAL UNION #3	Union Dues - November 2020	1,352.00
11/19/2020	34862	QUILL	Misc. Office Supplies	115.66
11/19/2020	34863	RTS IT INC	Microsoft Office 365 Annual Subscriptions	3,166.02
11/19/2020	34864	VISA	Reconciled Charges	2,730.84
11/19/2020	34865	XEROX FINANCIAL SERVICES	VOID:	0.00
11/19/2020	34866	XEROX FINANCIAL SERVICES	Copier Lease Payment	774.35
11/30/2020	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE NOV. 25, 2020	4,029.97
11/30/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #24 CLASSIC	9,388.79
11/30/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	PR #24 PEPRA	7,422.25
11/24/2020	34867	EMP. MISC. REIMBURSEMENT	VTT Training	64.01
12/01/2020	EFT TRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	Health Premium - December 2020	33,743.48
12/07/2020	34868	DAWSON OIL	Fuel - November 2020	15,928.41
12/07/2020	34869	SIERRA NEVADA TIRE & WHEEL	Snow Tires - Fleet Stock	8,497.26
12/07/2020	34870	ZONAR SYSTEMS INC	GPS 3G to 4G Upgrade	8,162.99
12/09/2020	34871	ABSOLUTE GLASS, INC.	Windshield Replacements	978.91
12/09/2020	34872	ARNOLDS FOR AWARDS	Plaque Award	78.24
12/09/2020	34873	AT&T / CALNET	Monthly Utility	956.60
12/09/2020	34874	AT&T MOBILITY	Wireless Service for P&R Cameras November 2020	188.12
12/09/2020	34875	AUTOZONE	Parts And Supplies	270.04
12/09/2020	34876	CAL.NET	CCTV Service at Missouri Flat Bus Stop - November 2020	176.92
12/09/2020	34877	CALIFORNIA STEAM INC	PM Service, Chlorine, Floc - Watermaze System	2,942.49
12/09/2020	34878	CAPITOL CLUTCH & BRAKE	Parts And Supplies	49.73
12/09/2020	34879	COMCAST	High Speed Internet - November 2020	244.69
12/09/2020	34880	CUMMINS PACIFIC LLC	Guardian Inspection, Software Renewal	1,162.41
12/09/2020	34881	EL DORADO DISPOSAL	Monthly Utility	360.87
12/09/2020	34882	EL DORADO DISPOSAL-HAZARDOUS WASTE & DUMP	Clean Wood Disposal	94.22
12/09/2020	34883	FACTORY MOTOR PARTS	Parts And Supplies	203.67
12/09/2020	34884	FASTENAL	Parts And Supplies	2,334.56

EL DORADO COUNTY TRANSIT AUTHORITY
Check Register
November through December 2020

Date	Num	Name	Memo	Amount
12/09/2020	34885	G & O BODY SHOP INC	Towing #1706	450.00
12/09/2020	34886	GCR TIRES & SERVICE	Snow Chains for MCI Bus	579.15
12/09/2020	34887	GILLIG LLC	Parts And Supplies	733.27
12/09/2020	34888	GIRARD & EDWARDS	Professional Legal Services - November 2020	200.00
12/09/2020	34889	GLOBAL DATA VAULT LLC	Monthly Recovery Back-Up Service November 2020	300.00
12/09/2020	34890	HUNT & SONS INC	Fuel Purchases 11/01/20 - 11/30/20	3,695.87
12/09/2020	34891	IMAGE SOURCE	Monthly Copy Charges	214.27
12/09/2020	34892	NELSON'S BUILDING MAINTENANCE, INT.	Janitorial Supplies	167.18
12/09/2020	34893	KINETICO WATER OF PLACERVILLE	Drinking Water Service - December 2020	42.90
12/09/2020	34894	LANGUAGE LINE SERVICES, INC.	Over the Phone Interpretation - November 2020	20.06
12/09/2020	34895	MAG LANDSCAPING INC	Landscaping Maintenance - November 2020	1,010.00
12/09/2020	34896	MISSION UNIFORM SERVICE	Uniforms, Towels, & Mats Service	479.14
12/09/2020	34897	O'REILLY AUTO ENEERPRISES, LLC	Parts and Supplies	667.10
12/09/2020	34898	PACIFIC GAS & ELECTRIC	Monthly Utilities	3,039.92
12/09/2020	34899	PACIFIC GAS & ELECTRIC	Monthly Utilities	707.52
12/09/2020	34900	PERFECTO LABEL CO., INC.	Printing Title VI Stickers for Buses	76.15
12/09/2020	34901	PLATT ELECTRIC SUPPLY INC	Beam Clamps Filter Crusher	16.02
12/09/2020	34902	PRO-LINE CLEANING SERVICES INC	Janitorial Service - November 2020	1,010.00
12/09/2020	34903	RESCO PRINTING	Monthly Pass Printing - 03/21 - 06/22	1,485.41
12/09/2020	34904	RICHARDSON & COMPANY LLP	Professional Services for NTD IAS-FFA Audit	3,630.00
12/09/2020	34905	RIEBES AUTO PARTS	Parts and Supplies	260.56
12/09/2020	34906	ROBERTS & COMPANY INC	CPA Services - November 2020	2,325.00
12/09/2020	34907	RON DUPRATT FORD	Muffler & Converter #0901	1,964.53
12/09/2020	34908	RTS IT INC	ITCare Gold Service Plan December 2020	4,722.50
12/09/2020	34909	SAFETY-KLEEN SYSTEMS INC	Used Oil Disposal	68.75
12/09/2020	34910	SERVICE CENTER	Smog - Multiple fleet vehicles	269.80
12/09/2020	34911	TOWN CENTER EAST LP	Lease Payment for December 2020 P&R	700.00
12/09/2020	34912	TRUE VALUE HARDWARE	Parts and Supplies	121.92
12/09/2020	34913	UPS	Freight Charges - November 2020	65.21
12/09/2020	34914	VAN DE POL ENTERPRISES INC	DEF, Gear Oil, ATF	903.89
12/09/2020	34915	VERIZON WIRELESS	Cellular Service - Oct., Nov. 2020	3,302.56
12/09/2020	34916	VIPER PEST CONTROL INC	Bi-Monthly Pest Control	65.00
12/09/2020	34917	VISA	Reconciled Charges	1,005.82
12/09/2020	34918	WESTERN SUPPLY INC	Valve Stems & Cement - Shop Supplies	176.44
12/09/2020	34919	WESTERN TRUCK PARTS LLC	Parts and Supplies	2,686.69
12/09/2020	34920	XEROX FINANCIAL SERVICES	Copier Lease Payment	643.50
12/10/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	Monthly Unfunded Liability FY 2020/21 - Classic	23,227.69
12/14/2020	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE DEC. 11, 2020	4,027.45
12/14/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	PR #25 CLASSIC	9,365.22
12/14/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	PR #25 PEPRA	7,274.21
12/18/2020	34921	AFLAC	Employee Paid Premiums - December 2020	1,206.46
12/18/2020	34922	ALPHA ANALYTICAL LABORATORIES INC	Analysis of Storm Water Samples	336.00
12/18/2020	34923	AMERICAN HERITAGE LIFE INSURANCE COMPANY	Employee Paid Premiums - December 2020	29.10
12/18/2020	34924	EDC RISK MANAGEMENT	Health Insurance December 2010	826.22
12/18/2020	34925	EL DORADO IRRIGATION DISTRICT	Water Service 1120EDH 10/06/20 - 12/03/20	266.70
12/18/2020	34926	EMP. MISC. REIMBURSEMENT	DMV Physical Reimbursement	75.00
12/18/2020	34927	OPERATING ENGINEERS LOCAL UNION #3	Union Dues - December 2020	1,352.00
12/18/2020	34928	QUILL	Misc. Office Supplies	121.04
12/18/2020	34929	SERVICE CENTER	Smog - Multiple fleet vehicles	459.75
12/18/2020	34930	STATE OF CA - DEPT OF JUSTICE	DOJ Livescan Fingerprinting - Sept. Nov. 2020	98.00
12/18/2020	34931	SUN LIFE FINANCIAL	December 2020 Group Life & LTD Benefits	2,041.64
12/18/2020	34932	WOLFPACK INSURANCE SERVICES, INC.	Dental & Vision Premiums January 2021	3,839.20
12/28/2020	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE DEC. 23, 2020	3,642.50
12/28/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #26 CLASSIC	9,338.47
12/28/2020	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #26 PEPRA	7,555.55
12/29/2020	34933	3D DATACOM	Battery Backup Replacement	4,020.90
12/29/2020	34934	ACCESS SYSTEMS, INC.	On-Site Camera Troubleshoot and Fix "Drivers Entry"	270.00
12/29/2020	34935	ADM SCREENING	Physicals & Drug Screening - November 2020	185.00

EL DORADO COUNTY TRANSIT AUTHORITY
Check Register
November through December 2020

Date	Num	Name	Memo	Amount
12/29/2020	34936	CAL.NET	Internet Service for CCTV - December 2020	176.92
12/29/2020	34937	CDW GOVERNMENT	(2) Lenova Laptops for Remote Work	2,011.56
12/29/2020	34938	COMCAST	High Speed Internet - December 2020	244.69
12/29/2020	34939	EMP. MISC. REIMBURSEMENT	Scrip Reimbursement	315.00
12/29/2020	34940	GLOBAL DATA VAULT LLC	Monthly Recovery Back-Up Service December 2020	300.00
12/29/2020	34941	HUNT & SONS INC	Fuel Purchases 12/01/20 - 12/15/20	8,475.09
12/29/2020	34942	IMAGE SOURCE	Monthly Copy Charges	190.98
12/29/2020	34943	MOUNTAIN DEMOCRAT INC	Public Notice for Surplus Vehicle Donation	37.50
12/29/2020	34944	OPERATING ENGINEERS - MEDICAL	Represented Health Premium - January 2021	39,101.00
12/29/2020	34945	PACIFIC GAS & ELECTRIC	Monthly Utilities	787.20
				2,056,475.15
Total				2,056,475.15

AGENDA ITEM 1 C
Consent Item

MEMORANDUM

DATE: February 4, 2021

TO: El Dorado County Transit Authority

FROM: Brian James, Planning and Marketing Manager

SUBJECT: November and December 2020 Ridership Reports

REQUESTED ACTION:

BY MOTION,

Receive and File the November and December 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.

Due to the Statewide COVID-19 restrictions, the Senior Day Care services closed on March 13, 2020 and the Mother Lode Rehabilitation Enterprises (M.O.R.E.) facility closed on March 16, 2020. Commuter services were decreased to four (4) buses in the morning and afternoon on March 23, 2020 and Local Fixed Route services were modified in July 2020. Also in response to the impacts of the pandemic, El Dorado Transit suspended collection of fares between April 6, 2020 and August 1, 2020. As a result, El Dorado Transit recorded no fare revenue in May, June, and July 2020.

DISCUSSION

Due to program closures, stay-at-home restrictions and the economic impacts of the pandemic, transit ridership has reduced in all areas of service. Following are the November and December 2020 reports and the fiscal year-to-date ridership report, comparing the current fiscal year to the previous fiscal year.

November 2020 Ridership Report

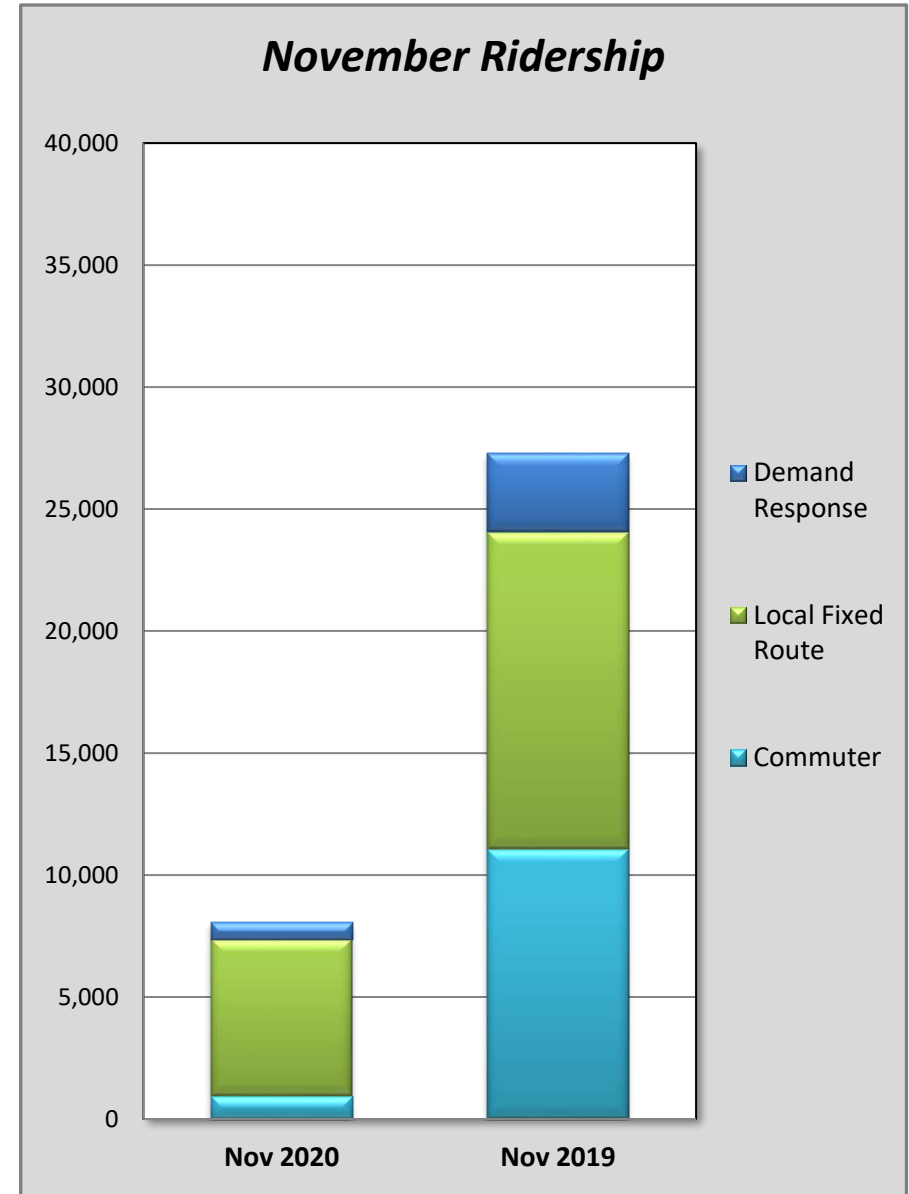


Demand Response	Nov 2020	Nov 2019	% Change
Dial-a-Ride	424	1,183	-64.2%
Sac-Med	26	27	-3.7%
ADA Paratransit	155	30	416.7%
M.O.R.E.*	88	1,634	-94.6%
Senior Day Care*	0	349	-100.0%
Total Demand Response	693	3,223	-78.5%

Local Fixed Route	Nov 2020	Nov 2019	% Change
20 - Placerville	787	3,075	-74.4%
25 - Saturday Express	291	476	-38.9%
30 - Diamond Springs	753	2,029	-62.9%
35 - Diamond Springs Saturday	85	127	-33.1%
40 - Cameron Park	733	1,276	-42.6%
50x - 50 Express	2,640	3,273	-19.3%
60 - Pollock Pines	1,135	2,737	-58.5%
Total Local Fixed Route	6,424	12,993	-50.6%

Commuter	Nov 2020	Nov 2019	% Change
Sacramento Commuter	925	11,009	-91.6%
Reverse Commuter	5	60	-91.7%
Total Commuter	930	11,069	-91.6%

	Nov 2020	Nov 2019	% Change
Systemwide	8,047	27,285	-70.5%
Passengers per Revenue Hour	3.5	7.2	-52.1%



*Contracted Services - Ridership Determined by Client Enrollment

December 2020 Ridership Report

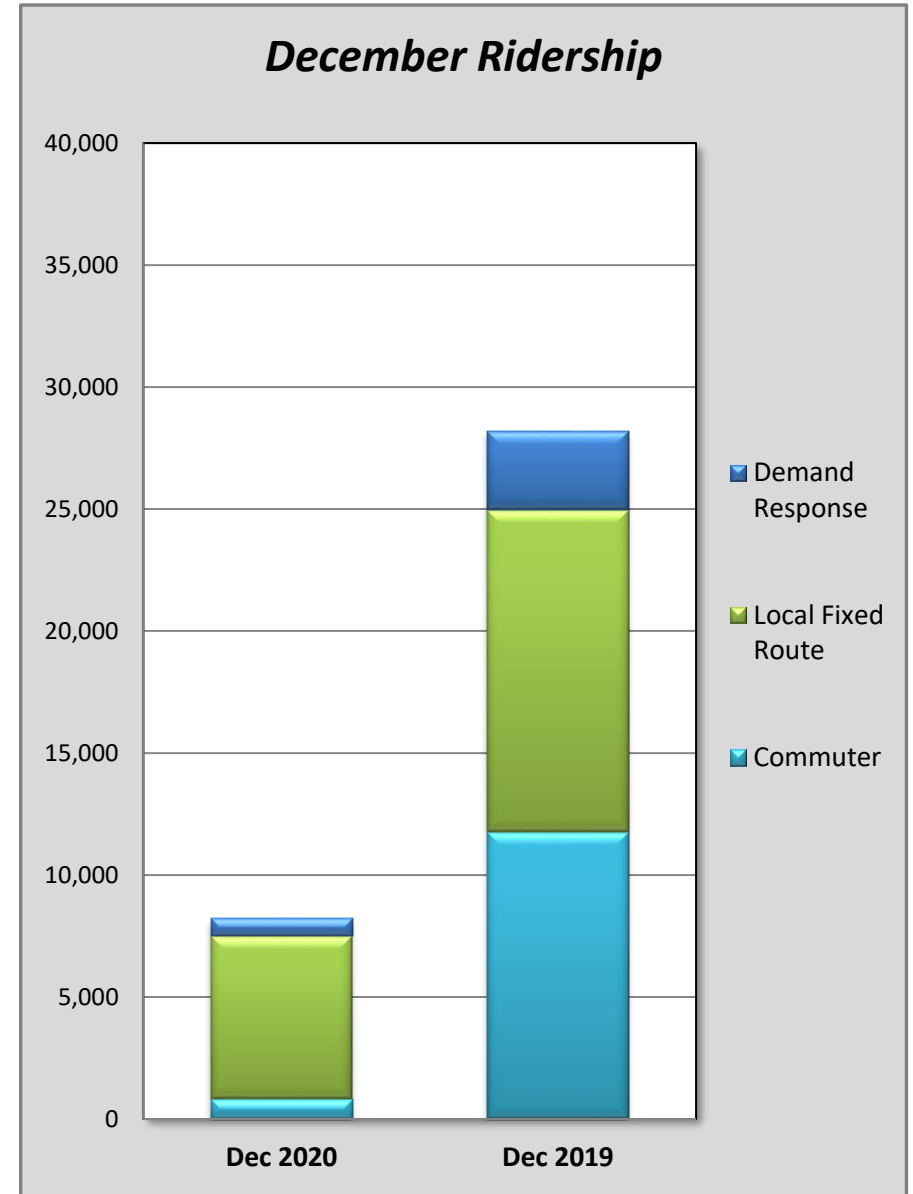


Demand Response	Dec 2020	Dec 2019	% Change
Dial-a-Ride	464	1,214	-61.8%
Sac-Med	14	24	-41.7%
ADA Paratransit	159	58	174.1%
M.O.R.E.*	95	1,588	-94.0%
Senior Day Care*	0	347	-100.0%
Total Demand Response	732	3,231	-77.3%

Local Fixed Route	Dec 2020	Dec 2019	% Change
20 - Placerville	906	3,286	-72.4%
25 - Saturday Express	234	383	-38.9%
30 - Diamond Springs	757	2,180	-65.3%
35 - Diamond Springs Saturday	80	136	-41.2%
40 - Cameron Park	748	1,128	-33.7%
50x - 50 Express	2,738	3,163	-13.4%
60 - Pollock Pines	1,231	2,908	-57.7%
Total Local Fixed Route	6,694	13,184	-49.2%

Commuter	Dec 2020	Dec 2019	% Change
Sacramento Commuter	793	11,712	-93.2%
Reverse Commuter	7	48	-85.4%
Total Commuter	800	11,760	-93.2%

	Dec 2020	Dec 2019	% Change
Systemwide	8,226	28,175	-70.8%
Passengers per Revenue Hour	3.1	7.0	-55.8%



*Contracted Services - Ridership Determined by Client Enrollment

Fiscal Year-to-Date Ridership Report

July 2020 - December 2020

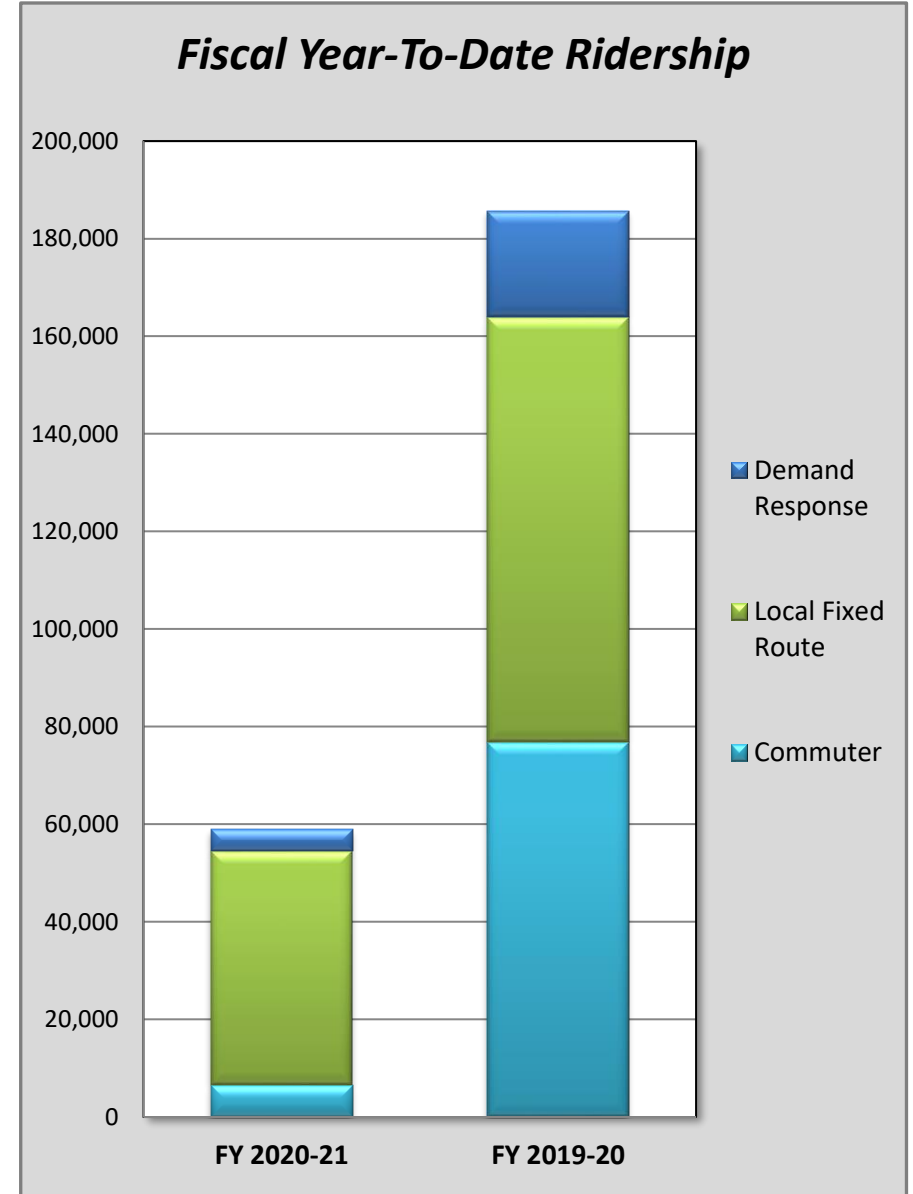


Demand Response	FY 2020-21	FY 2019-20	% Change
Dial-a-Ride	2,954	7,851	-62.4%
Sac-Med	104	163	-36.2%
ADA Paratransit	831	313	165.5%
M.O.R.E.*	572	10,947	-94.8%
Senior Day Care*	0	2,444	-100.0%
Total Demand Response	4,461	21,718	-79.5%

Local Fixed Route	FY 2020-21	FY 2019-20	% Change
20 - Placerville	6,875	21,137	-67.5%
25 - Saturday Express	1,734	2,529	-31.4%
30 - Diamond Springs	5,251	13,813	-62.0%
35 - Diamond Springs Saturday	516	747	-30.9%
40 - Cameron Park	5,507	7,911	-30.4%
50x - 50 Express	18,993	21,561	-11.9%
60 - Pollock Pines	9,151	19,473	-53.0%
Total Local Fixed Route	48,027	87,171	-44.9%

Commuter	FY 2020-21	FY 2019-20	% Change
Sacramento Commuter	6,444	76,313	-91.6%
Reverse Commuter	42	456	-90.8%
Total Commuter	6,486	76,769	-91.6%

	FY 2020-21	FY 2019-20	% Change
Systemwide	58,974	185,658	-68.2%
Passengers per Revenue Hour	3.7	7.3	-49.8%



*Contracted Services - Ridership Determined by Client Enrollment

AGENDA ITEM 1 D
Consent Item

MEMORANDUM

DATE: February 4, 2021

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Quarterly Investment Reports for the Quarters Ending 09/30/2020
and 12/31/2020

REQUESTED ACTION:

BY MOTION,

**Receive and file Quarterly Investment Reports for the periods ending
09/30/2020 and 12/31/2020**

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 LAIF and Money Market accounts for the third calendar quarter of 2020 total \$3,306.16. All interest-bearing accounts earned a total of \$3,329.26 for the fiscal quarter, representing an amount of \$399.16 over the adopted fiscal year (FY) 2020/21 budget for the period.

Interest earnings for the LAIF and Money Market accounts for the fourth calendar quarter of 2020 total \$2,234.47. To date, all interest-bearing accounts have earned \$5,588.75 for FY 2020/21 representing an amount of \$588.75 over the adopted budget.

Interest earnings are budgeted and used as operating income. The following investment reports for the quarters ending 09/30/20 and 12/31/20 are submitted for review.

FISCAL IMPACT

Due to the relatively small variation in interest earnings, Account 4970.00-Interest Income has not been changed in the FY 2020/21 Mid-Year Budget adjustments proposed later in this agenda.

EL DORADO COUNTY TRANSIT AUTHORITY

QUARTERLY INVESTMENT REPORT

PERIOD 07/01/2020 – 09/30/2020

LOCAL AGENCY INVESTMENT FUND (L A I F)

Account Summary

06/30/2020	Balance Forward	\$ 1,272,441.20
	Total Transfers to General Checking Account	\$ -000,000.00
	Total Transfers from General Checking Account	\$ 000,000.00
	Interest Earned @ 0.84%	\$ <u>3,051.10</u>
09/30/2020	Ending Balance 3rd Qtr., 2020	\$ 1,275,492.30

UMPQUA BANK (Money Market Account)

Account Summary

06/30/2020	Balance Forward	\$ 2,409,564.52
	Total Transfers to General Checking Account	\$ -500,000.00
	Total Transfer from General Checking Account	\$ 500,000.00
	Interest Earned @ 0.05%	\$ <u>255.06</u>
09/30/2020	Ending Balance 3rd Qtr., 2020	\$ 2,409,819.58

EL DORADO COUNTY TRANSIT AUTHORITY

QUARTERLY INVESTMENT REPORT

PERIOD 10/01/2020 – 12/31/2020

LOCAL AGENCY INVESTMENT FUND (L A I F)

Account Summary

09/30/2020	Balance Forward	\$ 1,275,492.30
	Total Transfers to General Checking Account	\$ -000,000.00
	Total Transfers from General Checking Account	\$ 000,000.00
	Interest Earned @ 0.63%	\$ <u>2,016.72</u>
12/31/2020	Ending Balance 4th Qtr., 2020	\$ 1,277,509.02

UMPQUA BANK (Money Market Account)

Account Summary

09/30/2020	Balance Forward	\$ 2,409,819.58
	Total Transfers to General Checking Account	\$ 1,099,000.00
	Total Transfer from General Checking Account	\$ 000,000.00
	Interest Earned @ 0.05%	\$ <u>217.75</u>
12/31/2020	Ending Balance 4th Qtr., 2020	\$ 1,311,037.33

AGENDA ITEM 1 E
Consent Item

MEMORANDUM

DATE: February 4, 2021

TO: El Dorado County Transit Authority

FROM: Brian James, Planning and Marketing Manager

SUBJECT: Adopt Resolutions to File and Execute Documents for Federal Transit Administration Sections 3005, 3006, 3019, 5307, 5309, 5310, 5311, 5312, 5314, 5329, 5337 and 5339 Funding Programs

REQUESTED ACTION:
BY MOTION,

1. Adopt Resolution No. 21-01 Authorizing the Executive Director to File Applications for Federal Transit Administration Funding Programs
2. Adopt Resolution No. 21-02 Authorizing the Executive Director to File Application specific to the Federal Transit Administration Section 5311 Grant Program

BACKGROUND

Competitive and formulaic grant funding is available for transit operations and capital assistance through the Federal Transit Administration (FTA). FTA grant applications require a Board adopted resolution authorizing an agency representative to file the grant applications and to execute all documents/contracts resulting from the applications.

FTA Section 5307 funds are available to the El Dorado County Transit Authority (El Dorado Transit) to support services in designated urban areas of the county. This funding program is competitive within the Sacramento Area Council of Governments (SACOG) region and fund use is restricted to capital purchases, preventive maintenance and Americans with Disabilities Act (ADA) related services in limited circumstances.

The FTA Section 5310 program provides capital funding to assist in providing transportation services meeting the special needs of the elderly and persons with disabilities. El Dorado Transit has been successful in securing capital grant funding in fourteen (14) cycles of this program. Typically, these funds have been used to replace demand response buses and minivans that have reached or exceeded their useful life.

The FTA Section 5311 program provides Federal grants, made through states, for public transportation projects in non-urbanized areas. There are two (2) types of programming in Section 5311; 1) County/Regional apportionment by formula and 2) competitive discretionary for intercity connection projects. El Dorado Transit typically receives funds under the formula program for operating assistance and/or capital projects.

FTA Sections 5309 and 5339 provide Federal grants to replace or rehabilitate buses and related equipment and to construct bus related facilities.

FTA Section 5312 is for innovative research and reporting while FTA Section 5314 is for workforce development and technical assistance. FTA Section 5329 is to support the development of Public Transportation Safety Programs. FTA Sections 3005 and 3006 support expedited project delivery and Innovative Coordinated Access & Mobility.

DISCUSSION

Per the Joint Exercise of Powers Agreement of the El Dorado County Transit Authority, April 29, 2008, Section 11.3, *“The EDCTA shall actively seek maximum utilization of Federal, State, and other available revenues which shall be applied towards such operating and capital expenditures in determining what local funding requirements shall be.”*

Adoption of these resolutions will allow agency staff to move forward and consider grant funding that supports adopted capital and operating plans.

FISCAL IMPACT

FTA grant program allocations and/or awards vary on an annual basis. In the adjusted FY 2020/21 Mid-Year Operating Budget proposed elsewhere in this agenda, the total operating revenue from all Federal programs (including one-time CARES Act funding) is estimated at \$1,869,784. The adopted FY 2020/21 Capital Improvement Plan includes an estimated \$2,298,503 in Federal funding from FTA Sections 5307, 5310 and 5339.

All applications that require matching funds or budgetary consideration are submitted to the El Dorado Transit Board for approval either individually or through the Operating or Capital budget approval process.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 21-01**

RESOLUTION OF THE BOARD OF DIRECTORS OF
THE EL DORADO COUNTY TRANSIT AUTHORITY
AUTHORIZING THE EXECUTIVE DIRECTOR TO FILE FEDERAL TRANSIT
ADMINISTRATION (FTA) SECTIONS 3005, 3006, 3019, 5307, 5309, 5310, 5311, 5312, 5314,
5329, 5337 AND 5339 FUNDS

BE IT HEREBY RESOLVED AND ORDERED, that the Executive Director of the El Dorado County Transit Authority (El Dorado Transit) is hereby authorized and directed to file applications for funds under the Federal Transportation Administration Sections 3005, 3006, 3019, 5307, 5309, 5310, 5311, 5312, 5314, 5329, 5337 and 5339 on behalf of El Dorado Transit with the United States Department of Transportation, relative to the expenditure of funds for transit operating and capital assistance to provide transit services in El Dorado County and other jurisdictions, and to do and perform everything necessary to carry out the purpose of this resolution;

BE IT FURTHER RESOLVED, that the Executive Director or his/her designated representative shall be authorized to execute all documents resulting from these Applications.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board held on the 4th day of February 2021, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

El Dorado County Transit Authority Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 21-02**

**RESOLUTION OF THE BOARD OF DIRECTORS OF
THE EL DORADO COUNTY TRANSIT AUTHORITY
AUTHORIZING THE FEDERAL FUNDING UNDER FTA SECTION 5311 (49 U.S.C.
SECTION 5311) WITH CALIFORNIA DEPARTMENT OF TRANSPORTATION**

WHEREAS, the U.S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital/operating assistance projects for non-urbanized public transportation systems under Section 5311 of the Federal transit Act (FTA C 9040.1F and FTA C 9050.1); and

WHEREAS, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5311 grants for transportation projects for the general public for the rural transit and intercity bus; and

WHEREAS, the El Dorado County Transit Authority desires to apply for said financial assistance to permit operation of service/purchase of capital equipment in El Dorado County; and

WHEREAS, the El Dorado County Transit Authority has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies).

NOW, THEREFORE BE IT RESOLVED AND ORDERED that the Board of Directors does hereby authorize the Executive Director of the El Dorado County Transit Authority to file and execute applications to aid in the financing of capital/operating assistance projects pursuant to Section 5311 of the Federal Transit Act (**FTA C 9040.1F and FTA C 9050.1**) as amended.

That the Executive Director is authorized to execute and file all certification of assurances, contracts or agreements or any other document required by the Department.

That the Executive Director is authorized to provide additional information as the Department may require in connection with the application of the Section 5311 projects.

That the Executive Director is authorized to submit and approve request for reimbursement of funds from the Department for the Section 5311 project(s).

BE IT FURTHER RESOLVED, that the Executive Director or his/her designated representative shall be authorized to execute all documents resulting from these Applications.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board held on the 4th day of February 2021, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

El Dorado County Transit Authority Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

AGENDA ITEM 1 F
Consent Item

MEMORANDUM

DATE: February 4, 2021
TO: El Dorado County Transit Authority
FROM: Matthew Mauk, Executive Director
SUBJECT: Surplus Vehicle Donation

REQUESTED ACTION:
BY MOTION,

Approve the Donation of two (2) Surplus Vehicles to Local Non-Profit Organizations

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) replaces transit vehicles on a regular basis according to an adopted Vehicle Replacement Policy. Those vehicles designated as surplus are typically sold at a public venue, parted out, or donated to local non-profit organizations or governmental agencies.

El Dorado Transit fleet vehicles used in the delivery of public transportation are sought-after by various non-profit agencies because they are well-maintained and wheelchair accessible. The approved Board Policy G-4 allows for the donation of vehicles designated as surplus to local non-profits organizations that provide services to El Dorado County residents. The policy further authorizes the Executive Director to develop and implement a competitive process for potential applicants to apply for the transfer of a surplus vehicle.

Following the receipt of several replacement vehicles in 2019 and 2020, El Dorado Transit staff identified three (3) 26-passenger Chevrolet Kodiak cut-a-way's and five (5) 6-passenger wheelchair accessible Dodge Caravan minivan's available for donation.

At the regular meeting on October 1, 2020, the El Dorado Transit Board directed staff to open a competitive application process for donation of surplus demand-response vehicles to local non-profit organizations or government entities that provide transportation to El Dorado County residents.

DISCUSSION

El Dorado Transit published a public notice and contacted local non-profits directly soliciting applications for the donation of one (1) of either five (5) wheelchair accessible minivans or three

(3) cut-a-away's. The application period ran from December 17, 2020 to January 19, 2021 and a public notice was published in the Mountain Democrat on three (3) separate occasions.

El Dorado Transit received two (2) applications. Staff is recommending the Board award the donation of two (2) surplus vehicles as follows:

Vehicle #1101 to Military Family Support Group

Vehicle #1301 to Marshall Foundation for Community Health

FISCAL IMPACT

The vehicles were depreciated to zero value, insurance coverage will be terminated and title and ownership will be transferred to the recipients.

AGENDA ITEM 1 G
Consent Item

MEMORANDUM

DATE: February 4, 2021

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Funding Recommendation for Operating Reserve Fund

REQUESTED ACTION:

BY MOTION,

**Approve funding Operating Reserve utilizing Advertising and
Miscellaneous revenue accounts for fiscal year 2020/21.**

BACKGROUND

On August 4, 2011 the El Dorado County Transit Authority (El Dorado Transit) adopted resolution 11-26 establishing a Board-Designated Operating Reserve Policy and resolution 11-27 establishing a designated target level for funding the operating reserve fund.

On April 5, 2018 the Board adopted resolution 18-16 establishing a revised target amount for total reserve funds of \$1,000,000. This goal includes \$500,000 of reserve funds held by the El Dorado County Transportation Commission and the current amount held by El Dorado Transit of \$168,677.53.

The intent of this fund is to create a transparent, stable funding source available to offset unexpected revenue shortfalls or increased expenses. As a Joint Powers Agency (JPA) between the County of El Dorado and the City of Placerville, El Dorado Transit does not receive funding from either jurisdiction's General Funds or other departments.

DISCUSSION

During each Mid-Year Budget Adjustment process, revenue and expenses are analyzed to determine the financial health of the agency based on the first six (6) month actuals, and projections for the final six (6) months of operations.

With the requested action, staff recommends allocating revenue from account numbers 4370.00-Bike Locker Rental, 4400.00-Advertising Income, and 4990.00-Misc. Revenue to the reserve as sources of non-tax operating funds.

FISCAL IMPACT

Actual receipts for these accounts to-date total \$5,566.15. Final closing amounts will be transferred into the operating reserve interest bearing account.

	<u>Approved Budget</u>	<u>Proposed Budget Adjustment</u>
4400.00 – Advertising Revenue	\$8,000.00	\$ 0
4990.00 – Misc. Revenue	\$400.00	\$ 0

Final Budget Adjustments will be made at year-end to capture this recommendation. Actual amounts will be presented after final year-end closing.

AGENDA ITEM 1 H
Consent Item

MEMORANDUM

DATE: February 4, 2021

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

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

REQUESTED ACTION:

BY MOTION,

Adopt Resolution No. 21-03 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).

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 primarily for public transit. TDA statute establishes STA from a statewide excise tax on gasoline and diesel fuel.

As a recipient of TDA, El Dorado Transit files annual claims for these funds with the El Dorado County Transportation Commission (EDCTC). Annual fiscal and compliance audits of TDA recipients include a compliance report to verify that allocations are made according to the California Code of Regulations.

DISCUSSION

The Coronavirus Aid, Relief, and Economic Security Act, also known as the CARES Act, is a \$2.2 trillion economic stimulus bill signed into law on March 27, 2020, in response to the economic fallout of the COVID-19 pandemic. El Dorado Transit became the recipient of funds through Federal Transit Administration Grant Sections 5307 and 5311. These allocations were in the amounts of \$950,866 and \$564,119 respectively; for a total of \$1,514,985 in unanticipated federal funding.

In December 2020, the adopted financial audit for fiscal year (FY) 2019/20 reported that El Dorado Transit claimed \$1,337,803 in LTF funds over the maximum allowed. This amount is directly related to the use of the one-time CARES Act funding in FY 2019/20. In keeping with adopted policy, the use of Federal funding is maximized first to preserve local funding sources derived from local sales tax receipts. The revised claim includes the deferred amount from FY 2019/20 to be utilized to balance the budget for FY 2020/21.

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

El Dorado Transit Resolution No. 21-03 presented for adoption authorizes the Executive Director to file a revised FY 2020/21 claim per California Code of Regulations Section 6649 reflecting the revised TDA revenue.

If adopted, adjustments to the FY 2020/21 Mid-Year Operating budget are noted in a separate agenda item.

	<u>Adopted Final 2020/21</u>	<u>Proposed Mid-Year 2020/21</u>
TDA (LTF) Revenue	\$ 4,257,454.16	\$ 4,257,454.16
TDA Deferred	\$ 0	\$ 1,337,803.00
STA	\$ 962,914.00	\$ 962,914.00
Total Claim FY 2020/21	\$ 5,220,368.16	\$ 6,558,171.16

<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
LTF Deferred	\$1,337,803.00	2019/20

Submitted by: Matthew C. Mauk

Title: Executive Director

Date: February 4, 2021

EDCTC Date of Approval: _____

EDCTC Resolution #: _____

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 21-03**

**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
Article 4	Operating Expenses Deferred FY 2019/20	\$1,337,803.00

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
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PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board, held on the 4th day of February, 2021 by the following vote of said Board:

AYES:	NOES:	ABSTAIN:	ABSENT:
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El Dorado County Transit Authority Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

AGENDA ITEM 1 I
Consent Item

MEMORANDUM

DATE: February 4, 2021
TO: El Dorado County Transit Authority
FROM: Julie Petersen, Finance Manager
SUBJECT: Blanket Purchase Order Revisions for Fiscal Year 2020/21

REQUESTED ACTION:
BY MOTION,

**Approve Revised Blanket Purchase Orders above \$25,000 for
Fiscal Year 2020/21**

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) Purchasing Procedures and the Joint Powers Agreement establishing El Dorado Transit require Board approval for Purchase Orders over \$25,000 and Purchase Requisitions over \$5,000.

At the mid-year point of operations, staff evaluates the financial position of El Dorado Transit including a review of purchase orders needing adjustments for the remaining six (6) months of service. Typically these purchase order adjustments are presented for consideration at the regularly scheduled Board meeting in February of each fiscal year.

DISCUSSION

El Dorado Transit is a member of the California Transit Indemnity Pool (CalTIP) for Public Liability, Vehicle Physical Damage and Employment Practices Liability Insurance (EPLI). Typically, these premiums are paid in a lump sum at the beginning of the program year. Due to COVID-19, management chose to pay the liability portion on a quarterly basis to ensure adequate cash flow. The increase requested is for interest incurred as a result of paying in installments.

Purchase Order B26004 – CalTIP

5060.01	Public Liability Insurance	\$620,000	\$630,000
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El Dorado Transit uses a paperless handheld vehicle inspection system for fleet vehicle pre-trip and post-trip inspections. With the replacement of eleven (11) revenue vehicles additional parts were needed.

Purchase Order B26035 – Zonar Systems, Inc.

5040.00	Paperless Handheld Vehicle	\$—28,000	\$ 35,000
	Inspection Devices		

FISCAL IMPACT

The increase of these blanket purchase orders are incorporated within the proposed Mid-Year Budget Adjustments included in a separate agenda item.

EL DORADO COUNTY TRANSIT AUTHORITY

6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

REVISED 02/04/2021

PURCHASE ORDER NO. 26004

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/20

ACCOUNT: 1300

CLASS: 125

TO: CalTIP
c/o SEDGWICK
1750 CREEKSIDE OAKS DRIVE STE 200
SACRAMENTO, CA 95833

SHIP & INVOICE TO:

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

Contact: Vicky Quintrall

Vendor Phone No: (916) 244-1104

Fax No: (916) 244-1199

PROMISED DELIVERY DATE		TERMS: NET DUE		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		LIABILITY PROGRAM ANNUAL RENEWAL FOR FISCAL YEAR 07/01/20 THROUGH 06/30/21 COVERAGE PERIOD 05/01/20 THROUGH 04/30/21 TOTAL LIABILITY LIMIT OF \$25M		\$630,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			SUBTOTAL	\$630,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	\$630,000.00
PURCHASING AGENT				

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

EL DORADO COUNTY TRANSIT AUTHORITY

6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454
(530) 642-5383

REVISED 02/04/2021

PURCHASE ORDER NO. B26035

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, PACKAGES, AND BILLS OF LADING.

DATE: 07/01/20

ACCOUNT: 5040 CLASS: 110

ACCOUNT: 5090.06 CLASS: 125

SHIP & INVOICE TO:

EL DORADO COUNTY TRANSIT AUTHORITY
6565 COMMERCE WAY
DIAMOND SPRINGS, CA 95619-9454

TO: ZONAR SYSTEMS INC
P.O. BOX 841580
DALLAS, TX 75284-1580

Contact: Michelle Shockes

Vendor Phone No: (206) 878-2459

Fax No: (206) 878-3082

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
		ANNUAL MAINTENANCE CONTRACT, REPLACEMENT AND OR ADDITIONAL PARTS AND SERVICES FOR FISCAL YEAR 07/01/20 THROUGH 06/30/21		NOT TO EXCEED: \$35,000.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority. PURCHASING AGENT			SUBTOTAL	\$35,000.00
			SHIPPING	
			SALES TAX	
			TOTAL	NTE: \$35,000.00

PLEASE NOTE CONDITIONS ON REVERSE SIDE

"This Purchase Order expressly limits acceptance to the terms and conditions stated herein, set forth on the reverse side and any supplementary or additional terms and conditions annexed hereto or incorporated herein by reference. Any additional or different terms and conditions proposed by seller are objected to and hereby rejected."

AGENDA ITEM 2 A
Action Item

MEMORANDUM

DATE: February 4, 2021

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Proposed Fiscal Year 2020/21 Mid-Year Operating Budget Adjustments

REQUESTED ACTION:

BY MOTION,

Adopt Proposed Fiscal Year 2020/21 Mid-Year Operating Budget Adjustments

BACKGROUND

Following the close of the first six (6) months of the fiscal year, mid-year Operating Budget adjustments are typically recommended to address actual revenue and expenditure changes within the budget. Section 8.9 of the Joint Exercise of Powers Agreement of the El Dorado County Transit Authority states that the Executive Director has the power “*to execute transfers within major budget units, as long as the total expenditures of each major budget unit remain unchanged.*”

The proposed El Dorado County Transit Authority (El Dorado Transit) Fiscal Year (FY) 2020/21 Mid-Year Operating Budget adjustments include an increase in Revenue and increases in the Salary & Benefits and Service & Supply expenditure accounts, requiring Board approval.

DISCUSSION

The following mid-year adjustments to the El Dorado Transit FY 2020/21 Operating Budget are presented for Board review and approval. Proposed account adjustments are noted in bold on the attached budget report per corresponding line-item.

<u>Revenue Accounts</u>	<u>Net change is an increase of \$1,051,265 in revenue</u>
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1. Account 4000.00 Local Transportation Fund (LTF): LTF funds are primarily used for operating but can be used for capital needs. The Final operating budget was developed with an anticipated reduction of 40% in available funding. A revised claim was presented to the Board in August 2020 reflecting the current available finding. This revision reflects these adjustments.

2. Account 4000.00 LTF Deferred from FY 2019/20: The FY 2019/20 Financial and Compliance Audit was presented to the Board in December of 2020. The audit reflected the one-time CARES Act funding of \$1,514,985 of which \$1,337,803 was above eligible expenses. These funds will be reclaimed for operating use in FY 2020/21 as included in this agenda packet. This action directly impacts the reallocation of STA funds from the operating to the capital budget.
3. Account 4270.00 State Transit Assistance (STA): STA funds may be used for capital projects or for operating revenue if certain criteria are met. El Dorado Transit does not typically use STA to fund transit operations due to the volatility of the funding stream. STA is impacted by the price and amount of fuel sold and potential legislative action. The El Dorado Transit Board normally approves a transfer of all STA from operating to capital as a component of mid-year budget adjustments. The addition of CARES Act funding and deferred LTF fully funding the operating budget allows for this transfer.
4. Account 4270.00 State Transit Assistance (STA) from Capital: STA funds may be used for operating revenues if certain criteria are met. Deferred STA revenue was initially used to balance the budget. The addition of CARES Act funding and deferred LTF fully funding the operating budget allows for this transfer.
5. Account 4270.01 State Transit Assistance (STA)/State of Good Repair: The increase of \$20,521 is due to the revised allocation provided by the State Controllers' Office.
6. Account 4100.00 Federal Transit Administration (FTA) CARES Act Section 5311: Addition of funds allocated to El Dorado Transit for FY 2020/21 operating expenses.
7. Account 4300.00 Farebox: Increase based on first six (6) months actual income; revised to \$75,000 as client purchasing patterns evolve from the COVID-19 Pandemic.
8. Account 4310.00 Contract Services: Decrease based on first six (6) months actual income; revised to \$24,000. This source of funding is provided by the Alta Regional Center for Mother Load Rehabilitation Enterprises (MORE) clientele. This program has been directly affected by the COVID-19 Pandemic and is providing limited services.
9. Account 4330.00 Commuter Route Fare Media: Revised to \$60,000 as client purchasing patterns evolve from the COVID-19 Pandemic.
10. Account 4350.00: Revised to \$25,000 as client purchasing patterns evolve from the COVID-19 Pandemic.
11. Account 4400.00 Advertising Revenue: zeroed to allocate revenue to Operating Reserves.
12. Account 4990.00 Misc. Revenue: zeroed to allocate revenue to Operating Reserves.

Salary and Benefits Accounts

Net change is an increase of \$685,800 in expenses

13. Account 5010.00 Regular Employees: Increased to \$2,969,000 based on first six (6) months actual expenses and projections for the final six (6) months. Payouts of accrued leave for retiring employees prompted by the enactment of additional two (2) years' service credits. Additionally, some furloughed employees were able to return to work earlier than anticipated.
14. Account 5010.02 Temporary Employees: Increased to \$80,000 bases on first six (6) months actual expenses and projections for the final six (6) months. These employees are used to cover regular employees for vacations, sick leave, etc.
15. Account 5020.01 Employee Retirement: Increase of \$29,000 is based on six month actual and final projections. This is directly related to the increase in account 5010.00.

16. Account 5070.02 Medicare Payroll Tax: Increase of \$10,000 is based on six month actual and final projections. This is directly related to the increase in account 5010.00.
17. Account 5020.02 Health Insurance: Decrease of \$72,200 is based on six month actual and final projections.

Service and Supply Accounts

Net change is an increase of \$365,465 in expenses

The adjustments in each line item presented are based on actual costs for the first six (6) months of fiscal year 2019/20 and a projection for the remaining six (6) months.

18. Account 5050.01 Communications – Phone: Increase of \$3,200 based on first six (6) month actual.
19. Account 5090.01 Household Expenses: Increase of \$1,825 based on first six (6) month actual.
20. Account 5040.80 Vehicle Maintenance/Sales Tax/Fuel & Lubricants: Decrease of \$18,700 based on first six (6) month actual.
21. Account 5090.05 Safety Equipment/Training: Increased to \$125,000 in additional expenses to address increased COVID-19 cleaning and PPE supplies.
22. Account 5090.04 Memberships: Increased by \$1,800 bases on first six (6) months actual expenses and projections for the final six (6) months.
23. Account Fuel Purchase: Decrease by \$200,000 based on first six (6) month actual.
24. Account 6270.00 Contingency: Increased by \$472,340. The increase in contingency funds is facilitated by a combination of revenue account adjustments. Projected expenses for the proposed South Lake Tahoe route are included in this line item.

FISCAL IMPACT

The overall fiscal outlook for El Dorado Transit remains positive. The proposed Fiscal Year (FY) 2020/21 Mid-Year Operating Budget reflects a balanced \$1,051,265 increase in revenue versus expenses necessary to maintain the current level of public transportation provided to the residents of the County of El Dorado.

El Dorado Transit is a joint powers agency and does not draw funding from the general funds of either member agency. The annual budget includes a contingency per Board policy. If contingency funds are not used, they are moved to the next fiscal year as allowed per California law under the Transportation Development Act.

EL DORADO COUNTY TRANSIT AUTHORITY
PROPOSED MID-YEAR OPERATING BUDGET 2020/2021

OPERATING BUDGET		FY 2020/2021	FY 2020/2021	Difference	
		Final	Mid-Year		
REVENUE ACCOUNTS		Adopted 07/09/2020	Proposed 02/04/2021		
4000.00	Transportation Development Act (TDA/LTF)	\$3,258,206	\$4,257,455	\$999,249	1
4000.00	Transportation Development Act (TDA/LTF) Deferred FY 2019/20	\$0	\$1,337,803	\$1,337,803	2
4270.00	State Transit Assistance (TDA/STA)	\$951,503	\$0	-\$951,503	3
4270.00	State Transit Assistance (TDA/STA) From Capital	\$1,237,208	\$0	-\$1,237,208	4
4270.01	State Transit Assistance (TDA/STA)/State of Good Repair (SGR)	\$253,381	\$273,902	\$20,521	5
4970.00	Interest Income	\$10,000	\$10,000	\$0	
4100.00	Federal Transit Administration (FTA) Section 5311 Grant	\$538,231	\$538,231	\$0	
4100.00	Federal Transit Administration (FTA) CARES Act Section 5311 Grant	\$0	\$1,081,553	\$1,081,553	6
4300.00	Cash Fares	\$43,750	\$75,000	\$31,250	7
4310.00	Contract Services	\$115,500	\$24,000	-\$91,500	8
4320.00	Charter Services	\$0	\$0	\$0	
4330.00	Commuter Route Fare Media	\$196,500	\$60,000	-\$136,500	9
4350.00	Local Route Fare Media	\$19,000	\$25,000	\$6,000	10
4360.00	Paper Scrip	\$7,000	\$7,000	\$0	
4400.00	Advertising Revenue	\$8,000	\$0	-\$8,000	11
4990.00	Misc. Revenue	\$400	\$0	-\$400	12
4107.03	Fair Shuttle AB2766 Grant	\$32,000	\$32,000	\$0	
4109.04	Low Carbon Transit Operations Program (LCTOP) Grant	\$334,181	\$334,181	\$0	
4112.00	FTA Section 5307 Grant Income - Preventative Maintenance (PM)	\$250,000	\$250,000	\$0	
5060.00	Offset Reserve Fund - CalTIP (restricted)	\$25,068	\$25,068	\$0	
TOTAL REVENUES		\$7,279,928	\$8,331,193	\$1,051,265	
SALARY & BENEFIT ACCOUNTS					
5010.00	Regular Employees	\$2,270,000	\$2,969,000	\$699,000	13
5010.02	Temporary Employees	\$60,000	\$80,000	\$20,000	14
5010.07	Overtime	\$50,000	\$50,000	\$0	
5010.08	On Call Pay	\$7,000	\$7,000	\$0	
5010.09	CRDI and Shift Pay	\$15,000	\$15,000	\$0	
5020.01	Employee Retirement	\$511,000	\$540,000	\$29,000	15
5070.01	(OASDI - Payroll Tax) FICA	\$3,800	\$3,800	\$0	
5070.02	MEDICARE - Payroll Tax	\$34,000	\$44,000	\$10,000	16
5020.02	Health Insurance	\$1,052,200	\$980,000	-\$72,200	17
5020.03	Unemployment Insurance	\$175,000	\$175,000	\$0	
5020.04	LT Disability/Life Ins	\$29,000	\$29,000	\$0	
5020.05	Worker's Comp	\$388,493	\$388,493	\$0	
TOTAL SALARY & BENEFITS		\$4,595,493	\$5,281,293	\$685,800	
SERVICE & SUPPLY ACCOUNTS					
5090.02	Clothing & Supplies	\$3,240	\$3,240	\$0	
5090.05	Uniforms - Other	\$10,000	\$10,000	\$0	
5050.01	Communications - Phone	\$28,800	\$32,000	\$3,200	18
5090.20	Communications - Radio	\$900	\$900	\$0	
5090.01	Household Expenses	\$14,175	\$16,000	\$1,825	19
5060.01	Insurance Premiums/Public Liability	\$620,000	\$620,000	\$0	
5060.02	Insurance Premiums/Physical Damage	\$25,000	\$25,000	\$0	
5060.03	Insurance Premiums/Commercial	\$14,000	\$14,000	\$0	
5060.04	Insurance Premium EPLI Package	\$20,000	\$20,000	\$0	
5090.06	Service Contracts/Equipment	\$170,000	\$170,000	\$0	
5160.07	Park and Ride Maintenance	\$13,000	\$13,000	\$0	
5160.01	Maintenance/Buildings	\$6,200	\$6,200	\$0	
5160.03	Maintenance/Equipment	\$3,000	\$3,000	\$0	
5160.05	Maintenance/Grounds	\$5,500	\$5,500	\$0	
5160.09	Maintenance/Bus Stop	\$2,000	\$2,000	\$0	
5160.00	Maintenance/Other	\$2,500	\$2,500	\$0	
5040.00	Vehicle Maintenance (In-House)	\$342,000	\$342,000	\$0	
5040.02	Vehicle Maintenance/Tires & Tubes	\$90,000	\$90,000	\$0	
5040.03	Vehicle Maintenance/Lubricants	\$27,900	\$27,900	\$0	
5040.04	Vehicle Maintenance/Small Tools - Shop	\$3,870	\$3,870	\$0	
5040.80	Vehicle Maintenance/Sales Tax/ Fuel & Lub.	\$38,700	\$20,000	-\$18,700	20
5090.50	Safety Equipment/Training	\$20,000	\$125,000	\$105,000	21
5090.40	Memberships	\$3,600	\$5,400	\$1,800	22
5090.70	Office Expense	\$13,500	\$13,500	\$0	
5090.80	Postage	\$3,600	\$3,600	\$0	
5090.00	Operating Expense - Other	\$1,350	\$1,350	\$0	
5030.00	Professional Services	\$250,000	\$250,000	\$0	
5030.10	Employee Medical Exams	\$8,100	\$8,100	\$0	
5030.30	Background Checks	\$1,800	\$1,800	\$0	
5090.08	Pubs/Legal Notices	\$2,000	\$2,000	\$0	
5090.75	Printing	\$13,500	\$13,500	\$0	
5120.02	Rents/Leases - Equipment	\$21,000	\$21,000	\$0	
5120.03	Rents/Leases Park and Rides	\$9,000	\$9,000	\$0	
5140.01	Equipment Purchase - Data Processing	\$1,000	\$1,000	\$0	
5140.05	Equipment Purchase - Office	\$1,800	\$1,800	\$0	
5150.00	Special Department Expense	\$1,500	\$1,500	\$0	
5150.01	Marketing	\$9,000	\$9,000	\$0	
5090.30	Staff Development/Travel	\$15,000	\$15,000	\$0	
5040.01	Fuel Purchase	\$500,000	\$300,000	-\$200,000	23
5090.72	Bank Charges	\$400	\$400	\$0	
5090.73	Credit Card Charge Fees	\$3,500	\$3,500	\$0	
5090.74	Connect Card Administration Expenses	\$40,000	\$40,000	\$0	
5050.02	Utilities	\$54,000	\$54,000	\$0	
5050.03	Utilities/ Park & Rides	\$20,000	\$20,000	\$0	
4108.03	Fair Shuttle AB2766 Grant	\$38,000	\$38,000	\$0	
6270.00	Contingency	\$212,000	\$684,340	\$472,340	24
TOTAL SERVICES AND SUPPLIES		\$2,684,435	\$3,049,900	\$365,465	
TOTAL OPERATING EXPENSES		\$7,279,928	\$8,331,193	\$1,051,265	



EL DORADO TRANSIT

January 12, 2021

Sacramento Area Council of Governments
1415 L Street, Suite 300
Sacramento, CA 95814
Attn: James Corless, Executive Director

RE: Letter of Support for Connect Card Version 2.0

Dear Mr. Corless,

The management of the El Dorado County Transit Authority (El Dorado Transit) supports the Sacramento Regional Transit District's (SacRT) application to the 2020 Sacramento Area Council of Governments (SACOG) Regional Funding Round for the Connect Card Version 2.0 Project. The Connect Card Version 2.0 is a collaborative effort in partnership with transit agencies throughout the six-county SACOG region.

Connect Card Version 2.0 modernizes the current fare collection systems for the various transit agencies that operate throughout the Sacramento region. The project would move the region to an account-based ticketing system (ABT) that allows for enhanced interoperability between transit providers, greater payment flexibility, increased security, and a more open architecture that allows for competitive bidding and upgrades in the future. The project would also be open payments ready, meaning that in the future, customers may be able to board the bus and use their debit/credit card, apple pay, google pay, etc. to tap directly on the fare collection device.

El Dorado Transit staff values our working relationship with the Connect Card Consortium and strongly supports their SACOG Regional Flexible Funding Round application. Given the many public and private benefits associated with this project for our region, I urge you to support their application.

Sincerely,

Matthew Mauk
Executive Director



Newsletter

January - March 2021

Volume 5 – Number 1

El Dorado Transit Joined APTA's Safety Program

New Grocery Outlet Bus Stop Now Open

El Dorado Transit has joined the American Public Transportation Association's (APTA) "Health and Safety Commitments Program," the public transportation industry's overarching pledge to passengers that public transit systems are taking all the necessary measures to operate safely as the nation recovers from the COVID-19 pandemic.

The health and safety of passengers and employees is the most important priority for El Dorado Transit. Since the beginning of the pandemic, El Dorado Transit has worked tirelessly to keep riders safe from infection from the coronavirus. By signing on to the APTA Health and Safety Commitments Program with hundreds of other public transit systems from across the United States, El Dorado Transit and the public transit industry are actively working to instill confidence in riders that it is committed to protecting their health and safety.

As a reminder public transportation should be used for essential travel only. Please do not travel if you have tested positive for COVID-19 within the last two weeks. Masks are required on passengers who are waiting at a bus stop and while traveling in a transit vehicle.



El Dorado Transit is excited to announce the new Grocery Outlet bus stop on Broadway in Placerville is now open. The following routes serve this stop once every hour:

- 20 Placerville
- 25 Saturday Express

The new stop features a Simme-Seat. These seats provide an excellent seating option for the those who need a place to sit down while waiting for the bus. The Simme-Seat also helps to keep people (especially children) from waiting in dangerous areas, such as on the curb.

This bus stop was a collaborative effort between the City of Placerville and El Dorado Transit

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Zero Emission Bus Study



In an effort to improve air quality in California, the Air Resources Board has directed all California transit agencies to transition to zero-emission buses by 2040. El Dorado Transit’s current passenger fleet is entirely gas or diesel powered. There are two options available that will meet the zero-emission bus (ZEB) requirements: plug-in battery electric buses, or hydrogen fuel cell buses.

To develop a plan to transition to ZEB, El Dorado Transit has partnered with the El Dorado County Transportation Commission to hire Stantec Consulting Services, Inc. with funding from a planning grant awarded by Caltrans. Stantec Consulting staff will evaluate El Dorado Transit’s unique operating environment, service structure, and facility needs to determine the best way for El Dorado Transit to transition to zero- emission buses.

Once the final ZEB Fleet Conversion Plan is adopted in about a year, El Dorado Transit will have a solid plan to guide the important and complex process of converting to a full zero-emission fleet by 2040.

Commuter Survey Results

El Dorado Transit recently conducted a survey of passengers who use the commuter routes to help assess the current and future needs of the commuter service. The El Dorado Transit staff is very thankful to the 135 passengers who responded to the survey.

Survey results indicated that prior to COVID-19 74% of passengers used the commuter routes daily, whereas only 7% of passengers are currently using the commuter routes daily as a majority reporting currently working from home. Most passengers indicated they would return to the commuter bus service once they return to the office. 83% of passengers said they feel the safety precautions El Dorado Transit has taken makes them feel safer.

Current Bus Stop Updates

- The bus stop at Red Hawk Casino will be **CLOSED** at 4:00 PM every day until further notice. The request stop at Tribal Health can be used as an alternate. To request a pickup please call (530) 642-5383 option #4 at least one hour before the scheduled pick-up time.
- Due to construction on Carson Road in Camino, the Carson Road at Highway 50 (westbound) bus stop is **CLOSED** until construction is complete. The Carson Road at Highway 50 (eastbound) request bus stop is accessible.

Holiday Schedule January - March 2021

El Dorado Transit will be closed, and transit vehicles will not operate on the following holidays:

- Friday, January 1.....New Year’s Day
Monday, January 18.....Martin Luther King Jr. Day
Monday, February 15.....President’s Day

Keep up with all the latest news and information from El Dorado Transit...

SIGN UP FOR RIDER ALERTS

