

AGENDA ITEM 3 A  
Information Item

**MEMORANDUM**

**DATE:** October 6, 2022

**TO:** El Dorado County Transit Authority

**FROM:** Brian James, Planning and Marketing Manager

**SUBJECT:** My Ride - Mileage Reimbursement Program Marketing

**REQUESTED ACTION:**

**BY MOTION,**

**No action. Information item.**

**BACKGROUND**

On August 1, 2022, the El Dorado County Transit Authority (El Dorado Transit) initiated a soft launch of the My Ride mileage reimbursement program to fulfill the recommendations from the 2019 Short- and Long-Range Transit Plan to offer a volunteer driver program in the service area. The program enables seniors (60 or older), veterans, or disabled residents of the western slope of El Dorado County who are registered for the My Ride program at El Dorado Transit to reimburse their friends, neighbors, or family members for providing transportation in their personal vehicles. Trips are for any purpose, including medical appointments, grocery shopping, hairdresser, and social activities. There are no fees to participate in this program. The trips are free for the passenger, and the driver receives a reimbursement for providing a valuable service for the passenger.

This service would give residents in the rural areas of the county a program to meet their travel needs. It would also give residents in the 50 corridor another transportation option to relieve pressure on the ADA and Dial-a-Ride services at El Dorado Transit.

**DISCUSSION**

In September 2022, El Dorado Transit received tracking logs from participants for August, which was the first month of service. The program provided 127 trips during the month accounting for 45 revenue hours and 1,281 miles traveled. The average trip was 10.1 miles. The total reimbursement cost for August was \$800.63 at the IRS standard rate of \$0.625 per mile. During the month, 6.5 hours of staff time was used to add new participants and volunteer drivers into the system, record mileage reports, and process reimbursement payments.

During the soft launch, El Dorado Transit staff presented information about the program at Mother Lode Rehabilitation Enterprises (MORE), and at the Veterans Hall in Placerville. Information about the program has been distributed to Alta, and to El Dorado County Health and

Human Services, and the program materials have been posted on the El Dorado Transit website. The My Ride program moved from the soft launch phase to full implementation beginning October 1, 2022. The Marketing team will be conducting outreach through the monthly newsletter, press releases, online marketing, and presentations.

Due to the interest in the My Ride program that has already been shown by the community during the soft launch, staff is confident that many people in the community will utilize the program effectively. This service will give residents another tool to fulfill their travel needs.

The My Ride informational brochure can be found in Attachment A. Additionally, Attachment B is a letter from John Poimiroo of the El Dorado County Veterans Affairs Commission thanking the Board for including veterans in the new My Ride program.



## MY RIDE

### Mileage Reimbursement Program

The My Ride Mileage Reimbursement Program enables seniors (60 or older), veterans, or disabled residents of El Dorado County who are registered for the My Ride program at El Dorado Transit to reimburse their friends, neighbors, or family members for providing them with transportation in their personal vehicles.

Trips can be for any purpose, and there are no fees to participate in this program. The trips are free for the passenger, and the driver receives a reimbursement for providing a valuable service for the passenger.

Established in 1975, The El Dorado County Transit Authority (El Dorado Transit) provides public transportation for the western slope of El Dorado County with a combination of fixed-route and demand response services.

### Notifying the Public of Rights Under Title VI

El Dorado Transit operates its programs and services without regard to race, color, or national origin in accordance with Title VI of the Civil Rights Act. Any person who believes he or she has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with El Dorado Transit.

*If information is needed in another language, contact (530) 642-5383 or visit [eldoradotransit.com](http://eldoradotransit.com) for assistance. Si require información en español, vaya a [eldoradotransit.com](http://eldoradotransit.com) y seleccione en el menú de español.*



6565 Commerce Way  
Diamond Springs, CA 95619  
(530) 642-5383  
(888) 246-2877  
[www.eldoradotransit.com](http://www.eldoradotransit.com)



## MY RIDE

### Mileage Reimbursement Program

- Effective August 2022 -

## ***How the Program Works***

1. Participants register for the My Ride mileage reimbursement program by submitting an El Dorado Transit My Ride application
2. Participants recruit trusted friends, neighbors, or family and have them complete a registration form and a W-9 form and submit them to El Dorado Transit
3. Participants track and record miles and driver information for each trip
4. Participants submit completed monthly trip log by the 10<sup>th</sup> of the next month to El Dorado Transit so staff can process the reimbursement in a timely manner (for example, the log for July 2023 is due on August 10, 2023)
5. El Dorado Transit will send reimbursement checks to registered volunteer drivers who provided transportation in that month

## ***Program Eligibility***

Eligible participants are those who are senior (60 or older), veterans, or disabled residents of western El Dorado County who are registered for the My Ride program at El Dorado Transit.

## ***Volunteer Drivers***

Eligible volunteer drivers can include family members, caregivers, friends, neighbors, and acquaintances. El Dorado Transit assumes riders will verify volunteer driver's license and insurance.

## ***How to Sign Up as a Participant or Volunteer Driver***

Registration forms are available at

- [www.eldoradotransit.com](http://www.eldoradotransit.com)
- (530) 642-5383
- El Dorado Transit office at 6565 Commerce Way in Diamond Springs

## ***Program Guidelines***

- Trips must begin or end in western El Dorado County (does not include the Tahoe basin)
- Participants cannot be both the passenger and the driver
- Drivers are not allowed to receive reimbursement from El Dorado Transit for a ride if they are receiving any other compensation for that ride from another organization
- El Dorado Transit reimburses by check at the current IRS issued standard mileage rate (62.5 cents per mile in July 2022) for allowed trips
- Each passenger is allowed up to the maximum of 350 miles per month
- Reimbursements are issued by the end of each month for those trip logs that are submitted to El Dorado Transit by the 10<sup>th</sup> of each month
- Drivers are volunteers, not employees or contractors
- El Dorado Transit is required to provide 1099 forms to all volunteers that receive \$600 or more in reimbursement annually. Any tax questions should be answered by the volunteer's tax preparer.

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**El Dorado  
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September 17, 2022

John Hidahl, Chairman of the Board  
El Dorado Transit  
6565 Commerce Way  
Diamond Springs, CA 95619

RECEIVED  
SEP 21 2022

BY: .....

Dear Chairman Hidahl,

The El Dorado County Veterans Affairs Commission commends El Dorado Transit for its compassion to veterans of the U.S. Armed Forces by including them as an eligible class for its new MyRide program.

Prior to your decision, many El Dorado County veterans had limited ability to get to medical, legal and other appointments. Previously, if a veterans' appointment at the VA Hospital at Mather Field didn't occur on a day the SAC-Med bus ran or a volunteer couldn't be found to underwrite the trip, veterans unable to drive themselves couldn't make their appointment. MyRide ends that.

Now, volunteer drivers are compensated for their costs in taking vets to appointments. MyRide provides flexibility and has the side benefit of encouraging El Dorado County residents to help not only veterans but also seniors and disabled residents, by giving them a ride to where they need to go.

Thank you for including veterans in this new program.

Respectfully yours,

  
John Poimiroo  
Chairman

- cc: Jackie Neau
- George Turnboo
- Kara Taylor
- Lori Parlin
- Matthew Mauk
- Patty Borelli
- Wendy Thomas
- Terry Thomas