



ESTA BOARD AGENDA

Special Meeting

Friday, July 9, 2021 at 9:00am

In accordance with Executive Order N-29-20 the meeting will be held virtually.

The Agenda is available at www.estransit.com

Chairperson: Jim Ellis

Vice-Chairperson: Bill Sauser

Board Members:

Kirk Stapp (Mammoth Lakes)
Karen Schwartz (Bishop)
Jim Ellis (Bishop)
Dan Totheroh (Inyo County)

Jeff Griffiths (Inyo County)
Rhonda Duggan (Mono County)
Bill Sauser (Mammoth Lakes)
Bob Gardner (Mono County)

Note: In compliance with the Americans with Disabilities Act, if an individual requires special assistance to participate in this meeting, please contact Eastern Sierra Transit at (760) 872-1901 ext. 15 or 800-922-1930. Notification 48 hours prior to the meeting will enable the Authority to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 13.102-35.104 ADA Title II)

Voice recorded public comment: To submit public comment via recorded message, please call 760-872-1901 ext. 12 by 4pm Thursday, July 8. State your name and the item number(s) on which you wish to speak. The recordings will be limited to two minutes. These comments may be played at the appropriate time during the board meeting.

Email public comment: To submit an emailed public comment to the Board please email pmoores@estransit.com by 4pm Thursday, July 8 and provide your name, the number(s) on which you wish to speak, and your comment. These comments will be emailed to all Board members and can be provided anytime leading up to and throughout the meeting.

HOW TO ATTEND THE ESTA BOARD MEETING:

Listen to the meeting via phone by calling 669-900-9128 enter meeting code: 760-871-1901#, if prompted, use password 753752. Join the ZOOM meeting on your computer or mobile device by using this link:

<https://us02web.zoom.us/j/7608711901?pwd=VS9TeE4rU0NleWFCY0JTOVhzaEYQT09>

Remember, to eliminate feedback, use only one source of audio for the meeting, not both the phone and the computer.

Call to Order

Pledge of Allegiance

Roll Call

Public Comment: The Board reserves this portion of the agenda for members of the public to address the Eastern Sierra Transit Authority Board on any items not on the agenda and within the jurisdiction of the Board. The Board will listen to all communication, but in compliance with the Brown Act, will not take any action on items that are not on the agenda.

A. Information Agenda

- A-1 Executive Director Report
 - Reporting on ESTA activities and performance

B. Action Agenda

- B-1 ESTA FY21-22 Budget
- B-2 Approval of Regular Meeting Minutes of June 25, 2021

D. Board Member Comments

E. Adjournment

The next regularly scheduled meeting is August 13, 2021 at 11:00 am. Check ESTA website for details on attending the meeting.

STAFF REPORT

Subject: Executive Director's Report
Presented by: Phil Moores, Executive Director

Administration:

The new Bishop office building was delivered this week. Occupation of the building is delayed due to a back-ordered electrical panel. Move-in is expected in August some time.

Service:

The Red's Meadow shuttle is running with the new reservation system generating interest and providing a new way for visitors to plan their trips.

The Red Line and the Town Trolley in Mammoth Lakes is losing its western turn-around loop at Snow Creek to development. The Woodman Street Loop on Old Mammoth Road has been a strong potential location for a new turn-around point. There is strong vocal local opposition to the location, as well as, support. The Town and myself are conducting public meetings to address concerns and discuss alternatives. At this point, only the Woodman Loop is viable. Other locations require property acquisition, private-public agreements, and/or significant engineering and construction. The next public meeting is the Mammoth Planning and Economic Development Commission on July 14th, 2pm, Suite Z or Zoom.

STAFF REPORT

Subject: Eastern Sierra Transit Authority FY 2021/22 Budget

Presented by: Phil Moores, Executive Director
Karie Bentley, Administration Manager

BACKGROUND:

The Eastern Sierra Transit Authority's Budget Policy states that the Authority will strive to develop, consider and approve the fiscal year operating and capital budgets prior to the commencement of the fiscal year. A proposed FY 21/22 budget is presented here.

ANALYSIS:

The proposed 2021/22 fiscal year budget is included on the following pages. Budget numbers from both FY 19/20 and FY 20/21 are provided this year to allow for comparisons with the prior year the budget prior to COVID. Some factors used in the development of the budget include:

OPERATING REVENUE

- Local Transportation Fund (LTF) revenue derives from ¼ cent of the general sales tax. This revenue is projected to increase 50.4% due to improving economic factors and \$175K additional "excess" LTF revenue expected from Mono County which is included in the revenue estimate. (\$286K).
- State Transit Assistance (STA) revenue reflects the State Controller's Office estimate issued in January and still suffers from a considerable reduction when compared with FY 19/20. ESTA did not meet the efficiency standard which limits 5.34% of the original estimate (\$19,074) of the STA to capital expenditure.
- Low Carbon Transit Operation Program (LCTOP) operating revenue decreased by 23.3% (\$10K).
- State of Good Repair (SGR) estimates show a 3.4% increase over last year (\$2.5K).
- Federal operating revenue will increase due to the availability of COVID relief funds and the award of two planning grants and is comprised of the following:
 - 5311 Apportionment for operating expenses in Inyo & Mono - \$206K
 - 5311(f) 395 Intercity Routes - \$205K

- CARES 5311(f) 395 Intercity Routes - \$289K
- CRRSAA 5311 -\$423K
- 5304 Planning Grant for Short Range Transit Plan and Coordinated Human Service Plan- \$113K
- 5304 Planning Grant for Fleet Electrification Plan – \$166.6K
- 5310 Non-Emergency Medical Program (NEMT) - \$38K
- Other Agency Contributions include funding from Kern Regional (\$24K) that supports ESTA's Lancaster Route. The Town of Mammoth Lakes (TOML) contract (\$905K) and an additional \$69K in matching funds to be used towards the capital purchase of a trolley.
- Fare revenue was budgeted with these assumptions:
 - Mammoth Mountain Ski Area (MMSA) revenue anticipates a typical season.
 - Reds Meadow fare revenue uses the new temporary fare increase, and assumes reduced capacity due to driver shortages.
 - Other fare revenue is projected to reach 75% of pre-pandemic levels.

EXPENSES

Salary and benefits include:

- A full year of the wages and benefits.
- Increased overtime to compensate for driver shortages.
- Training for 25 new hires.
- PERS retirement employer contribution cost decreased with PEPRA at 7.59% (down .142%) and Classic 18.34% to 19.59% (down .144% to .152%). Unfunded liability payments totaling \$29K, up 44% from last year has also been included.
- Medical Insurance is projected to go up an average 17% in 2022. PERS is replacing current plans. It was assumed employees would continue with the replacement for their plan and not choose an upgrade.
- Worker's Compensation decreased 12.5%.
- Liability decreased 4.6%.
- Unemployment is expected to normalize.
- Maintenance is expected to rise significantly due to the heavy-duty bus aging fleet and increase cost of parts.
- Accounting and Auditing service includes our contract with Inyo County Auditor's Office, our contract with Clifton Larson Allen for outside auditing services including a single audit and cash flow analysis. The budget also includes a new Other Post Employment Benefit (OPEB) Auctorial Valuation.
- Professional & Special Service includes funds to contract for a new Short-Range Transit Plan & Coordinated Human Services Plan, a Fleet Electrification Plan, legal, board stipends, MMSA Ticket & Line services, Drug & Alcohol testing, website upkeep, Swiftly, graphic design services for

maps and brochures, Trillium Information Technology services and other services.

- Office Space and Site Rental costs have increased due to the new Bishop facility.
- General Operating Expense is up due to the need for additional cleaning supplies.
- Fuel cost is assumed to be \$4.50 per gallon for both gasoline and diesel. This up \$1 per gallon from what was budgeted for FY 20/21. Gas prices have been increasing sharply and we anticipating prices remaining high.
- Other Agency Contributions project the Red's Road Surcharge at \$30K.
- Our OPEB Trust contribution is held under a new line item, object code 5046 this year. (\$59K)

CAPITAL

Capital assumptions are not definite, but are included because there are plans in place to make purchases. If those plans are executed the following capital purchases will take place:

- \$185,780 is budgeted to transfer from the general reserve for the 2015 Capital Replacement Plan. This money is needed to meet matching funds requirements for vehicle replacement. The current fund balance is \$1,522,844.
- \$19,188 in state capital grants (LCTOP) for an electric vehicle for use by Bishop Dial-a-Ride. This project could begin this fiscal year. The current fund balance is \$143,658. The project will be partially funded with a \$45K HVIP voucher, if ESTA can receive the first-come-first-serve funds that become available August 10, 2021.
- \$92k in PTMISEA funds currently programed for Bishop Yard. These funds will be reprogramed for a dial-a-ride vehicle.
- \$1,376,577 in federal grants (5339(a)/5310) for one new trolley and eight new buses
- \$69K in matching funds from TOML for the trolley, these funds are included in the operating budget under 4559 Other Agency Contributions.
- \$383,698 in Capital Restricted STA funds for bus match.
- On the advice of Amy Shepard with Inyo County Auditor's Office, the capital code for Site Improvements has been used for site work preparing for the mobile office building. These costs are planned to be funded with operating revenue and may be reclassified as research on new GASB regulations once completed.
- No expense is expected on the construction of the new Bishop Administrative Building.

FINANCIAL CONSIDERATIONS

The Authority's FY 2021/22 budget will define the agency's finances for the year. The budget has been developed in compliance with the Authority's Budget Policy.

RECOMMENDATION

The Board is requested to review and approve the proposed FY 2021/22 Operating and Capital budget.

**COUNTY OF INYO
UNDESIGNATED FUND BALANCES**

AS OF 06/30/2021

| | Claim on Cash 1000 | Accounts Receivable 1100,1105,1160 | Loans Receivable 1140 | Prepaid Expenses 1200 | Accounts Payable 2000 | Loans Payable 2140 | Deferred Revenue 2200 | Computed Fund Balance | Encumbrances | Fund Balance Undesignated |
|--|--------------------------|--|-----------------------------|-----------------------------|-----------------------------|--------------------------|-----------------------------|-----------------------------|--------------|---------------------------------|
| ESTA - EASTERN SIERRA TRANSIT AUTHORI | | | | | | | | | | |
| 1532 EASTERN SIERRA TRANSIT | 2,589,312 | | 16,491 | 287,866 | 34,527 | | | 2,859,142 | | 2,859,142 |
| 1533 ESTA ACCUMULATED | 1,522,844 | | | | | | | 1,522,844 | | 1,522,844 |
| 1534 ESTA GENERAL RESERVE | 534,125 | | | | | | | 534,125 | | 534,125 |
| 1535 ESTA BUDGET STAB | 213,648 | | | | | | | 213,648 | | 213,648 |
| 1536 REDS MEADOW ROAD | 112,644 | | | | | | | 112,644 | | 112,644 |
| 6820 NON-EMERGENCY TRAN REIM | 6,303 | | | | | 11,041 | | (4,738) | | (4,738) |
| 6821 BISHOP YARD-ESTA | 22 | | | | | 4,950 | | (4,928) | | (4,928) |
| 6822 LCTOP-ELECTRIC VEHICLE | 143,658 | | | | | | | 143,658 | | 143,658 |
| 6824 ESTA-LCTOP | 8,113 | | | 2,299 | | 500 | | 9,912 | | 9,912 |
| 6825 BISHOP ADMIN BUILDING | 70,908 | | | | | | | 70,908 | | 70,908 |
| ESTA Totals | 5,201,577 | | 16,491 | 290,165 | 34,527 | 16,491 | | 5,457,215 | | 5,457,215 |
| Grand Totals | 5,201,577 | | 16,491 | 290,165 | 34,527 | 16,491 | | 5,457,215 | | 5,457,215 |

FY 2021/22 OPERATING & CAPITAL BUDGET

FY 2020/21 OPERATING & CAPITAL BUDGET

26,888 V-d

BUDGET UNIT DETAIL

| REVENUE | FY19/20 | FY20/21 | FY 21/22 | Variance | Var. % | Comment | REVENUE | BUDGET UNIT DETAIL | | | | | | | | | | | | | | | | | |
|---|------------------|------------------|------------------|------------------|---------------|--|---|--------------------|------------------|------------------|------------------|----------------|----------------|--------------|----------------|----------------|------------------|---------------|---------------|----------|----------------------------|---------------|---------------|----------|---|
| | Budget | Budget | Budget | | | | | Inyo | Mono | Bishop | TOML | Reno | Lancaster | Special | Planning | Reds | MMSA | LCTOP MMX | NEMT | Yard | LCTOP Electric Vehicle \$1 | Reds Road | Building | | |
| 4061 LOCAL TRANSPORTATION TAX | 1,272,738 | 985,758 | 1,482,698 | 496,940 | 50.4% | Includes \$175K excess LTF from Mono | 4061 LOCAL TRANSPORTATION TAX | 310,600 | 268,702 | 310,600 | 390,346 | 84,873 | 56,589 | 0 | 44,988 | 0 | 0 | 16,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4065 STATE TRANSIT ASST | 503,314 | 321,219 | 338,364 | 17,145 | 5.3% | | 4065 STATE TRANSIT ASST | 92,336 | 64,550 | 92,336 | 89,141 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4301 INTEREST FROM TREASURY | 24,000 | 12,000 | 25,000 | 13,000 | 108.3% | | 4301 INTEREST FROM TREASURY | 6,250 | 6,250 | 6,250 | 6,250 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4498 STATE GRANTS | 35,355 | 44,520 | 34,142 | -10,378 | -23.3% | LCTOP MMX Exp. | 4498 STATE GRANTS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 34,142 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4499 STATE OTHER (SGR) | 70,941 | 73,910 | 76,449 | 2,539 | 3.4% | Newer funding thru SB1 (repair and rehab) | 4499 STATE OTHER (SGR) | 18,090 | 16,913 | 18,090 | 23,356 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4555 FEDERAL GRANTS | 515,600 | 1,269,256 | 1,440,845 | 171,589 | 13.5% | 5311f, 5310, 5311, 5304, CRSSA, CARES 5311f TOML and Kern revenue, \$69K from TOML for Trolley | 4555 FEDERAL GRANTS | 195,513 | 89,514 | 165,197 | 178,657 | 242,127 | 251,531 | 0 | 280,012 | 0 | 0 | 0 | 38,294 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4599 OTHER AGENCIES | 965,703 | 1,044,268 | 1,147,731 | 103,463 | 9.9% | Match, \$150K Reds "insurance" if needed Projecting MMSA at normal levels, Reds restricted | 4599 OTHER AGENCIES | 0 | 0 | 0 | 973,731 | 0 | 24,000 | 0 | 0 | 0 | 0 | 150,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4819 SERVICES & FEES | 2,052,471 | 1,385,410 | 1,861,191 | 475,782 | 34.3% | volume, projecting other revenue around 75% | 4819 SERVICES & FEES | 56,010 | 11,888 | 66,090 | 15,000 | 107,139 | 50,000 | 4,000 | 0 | 412,621 | 1,100,600 | 7,844 | 0 | 0 | 0 | 0 | 0 | 30,000 | 0 |
| 4959 MISCELLANEOUS REVENUE | 12,000 | 12,000 | 12,000 | 0 | 0.0% | Advertising Revenue, utility payments from TOML | 4959 MISCELLANEOUS REVENUE | 1,500 | 0 | 1,500 | 8,500 | 0 | 0 | 0 | 0 | 500 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 5,452,123 | 5,148,340 | 6,418,420 | 1,270,080 | 24.7% | | TOTAL (includes trolley and site improvement funds) | 680,299 | 457,818 | 660,063 | 1,684,981 | 434,139 | 382,120 | 4,000 | 325,000 | 563,121 | 1,100,600 | 57,986 | 38,294 | 0 | 0 | 0 | 30,000 | 0 | |
| Less Trolley Match | 43,909 | 83,210 | 69,000 | | | | Less Trolley Match | | | | 69,000 | | | | | | | | | | | | | | |
| Less Site Improvements | | | 50,134 | | | | | 12,534 | 12,534 | 12,534 | 12,534 | | | | | | | | | | | | | | |
| Total Revenue for Operating | 5,408,214 | 5,065,130 | 6,299,286 | 1,234,156 | 24.4% | | Total Revenue for Operating | 667,765 | 445,284 | 647,529 | 1,603,447 | 434,139 | 382,120 | 4,000 | 325,000 | 563,121 | 1,100,600 | 57,986 | 38,294 | 0 | 0 | 0 | 30,000 | 0 | |
| 4067 CAPITAL RESTRICTED STA | 160,951 | 355,378 | 383,698 | 28,320 | 8.0% | Match for vehicles | 4067 CAPITAL RESTRICTED STA | 88,064 | 172,268 | 82,127 | 41,239 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4066 PTMISEA | 278,742 | 90,319 | 92,000 | 1,681 | 1.9% | Estimated \$92k for Inyo DAR Buses | 4066 PTMISEA | 0 | 0 | 92,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 4495 STATE GRANTS - CAPITAL | 61,568 | 52,959 | 19,188 | -33,771 | -63.8% | LCTOP Electric Vehicle | 4495 STATE GRANTS - CAPITAL | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 19,188 | 0 | |
| 4557 FEDERAL GRANTS CAPITAL | 705,957 | 2,084,555 | 1,376,575 | -707,980 | -34.0% | One trolley, nine buses (5339a, 5310, PTMISEA) | 4557 FEDERAL GRANTS CAPITAL | 321,936 | 631,732 | 187,146 | 235,761 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Capital Object Codes | 1,207,218 | 2,583,211 | 1,871,461 | -711,750 | -27.6% | | Total (without trolley match) | 410,000 | 804,000 | 361,273 | 277,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 19,188 | 0 | |
| Plus Trolley Match from above | 43,909 | 83,210 | 69,000 | | | | Plus Trolley match from above | | | | 69,000 | | | | | | | | | | | | | | |
| Plus Site Improvements from above | | | 50,134 | | | | Plus Site Improvements from above | 12,534 | 12,534 | 12,534 | 12,534 | | | | | | | | | | | | | | |
| Total Revenue for Capital | 1,251,127 | 2,666,421 | 1,990,595 | -711,750 | -26.7% | | Total Revenue for Capital | 422,534 | 816,534 | 373,807 | 358,533 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 19,188 | 0 | |
| Total Revenue Operating and Capital: | 6,659,341 | 7,731,551 | 8,289,881 | 522,406 | 6.8% | | Total Revenue Operating and Capital: | 1,090,299 | 1,261,818 | 1,021,336 | 1,961,981 | 434,139 | 382,120 | 4,000 | 325,000 | 563,121 | 1,100,600 | 57,986 | 38,294 | 0 | 0 | 19,188 | 30,000 | 0 | |

| EXPENSES | FY19/20 | FY 20/21 | FY 21/22 | Variance | Var. % | Comment | EXPENSES | BUDGET UNIT DETAIL | | | | | | | | | | | | | | | | | |
|-------------------------------------|-----------|-----------|-----------|----------|--------|---|-------------------------------------|--------------------|---------|---------|---------|---------|-----------|---------|------|---------|---------|-----------|-------|------|------------------------|-----------|----------|---|---|
| | Budget | Budget | Budget | | | | | Inyo | Mono | Bishop | TOML | Reno | Lancaster | Special | SRTP | Reds | MMSA | LCTOP MMX | NEMT | Yard | LCTOP Electric Vehicle | Reds Road | Building | | |
| 5001 SALARIED EMPLOYEES | 1,510,604 | 1,467,779 | 1,552,028 | 84,249 | 5.7% | | 5001 SALARIED EMPLOYEES | 193,757 | 115,128 | 197,645 | 450,451 | 142,004 | 124,766 | 1250 | 0 | 92,671 | 216,474 | 13,296 | 4,587 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5003 OVERTIME | 75,106 | 65,684 | 125,662 | 59,978 | 91.3% | Reds didn't run last year, driver shortages | 5003 OVERTIME | 5,454 | 11,717 | 4,029 | 43,841 | 6,147 | 4,006 | 0 | 0 | 18,224 | 31,634 | 484 | 116 | 0 | 0 | 0 | 0 | 0 | 0 |
| 5005 HOLIDAY OVERTIME | 124,696 | 124,696 | 124,726 | 30 | 0.0% | | 5005 HOLIDAY OVERTIME | 13,313 | 5,263 | 13,560 | 41,420 | 7,570 | 6,170 | 30 | 0 | 6,620 | 29,660 | 1,000 | 120 | 0 | 0 | 0 | 0 | 0 | |
| 5012 PART TIME EMPLOYEES | 378,287 | 455,497 | 480,242 | 24,745 | 5.4% | | 5012 PART TIME EMPLOYEES | 24,745 | 18,227 | 56,293 | 125,885 | 10,728 | 9,283 | 270 | 0 | 70,184 | 135,133 | 5,284 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 5021 RETIREMENT & SOCIAL SECURITY | 51,857 | 54,089 | 57,216 | 3,127 | 5.8% | | 5021 RETIREMENT & SOCIAL SECURITY | 6,364 | 4,278 | 6,692 | 15,516 | 4,035 | 3,546 | 50 | 0 | 5,139 | 10,955 | 565 | 76 | 0 | 0 | 0 | 0 | 0 | |
| 5022 PERS RETIREMENT | 221,020 | 260,870 | 260,870 | 0 | 0.0% | Includes Unfunded Liability | 5022 PERS RETIREMENT | 37,690 | 12,690 | 38,220 | 74,990 | 21,040 | 18,720 | 100 | 0 | 15,610 | 39,150 | 2,610 | 550 | 0 | 0 | 0 | 0 | 0 | |
| 5025 RETIREE HEALTH BENEFITS | | 0 | 2,640 | 2,640 | 0.0% | Previously included in PERS Retirement | 5025 RETIREE HEALTH BENEFITS | 660 | 660 | 660 | 660 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 5031 MEDICAL INSURANCE | 306,000 | 249,640 | 258,790 | 9,150 | 3.7% | New plans average 17% increase in 2022 | 5031 MEDICAL INSURANCE | 44,660 | 13,960 | 48,270 | 71,050 | 21,340 | 17,970 | 210 | 0 | 10,840 | 27,460 | 2,540 | 490 | 0 | 0 | 0 | 0 | 0 | |
| 5043 OTHER BENEFITS | 39,398 | 33,350 | 38,000 | 4,650 | 13.9% | Benefiting utility workers | 5043 OTHER BENEFITS | 4,721 | 1,903 | 5,108 | 12,345 | 2,060 | 1,684 | 0 | 0 | 2,884 | 6,982 | 312 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 5045 COMPENSATED ABSENCE EXPENSE | 146,000 | 190,000 | 160,000 | -30,000 | -15.8% | Budgeted for average usage | 5045 COMPENSATED ABSENCE EXPENSE | 19,805 | 5,578 | 21,046 | 52,104 | 9,683 | 7,623 | 0 | 0 | 11,513 | 31,267 | 1,382 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 5047 EMPLOYEE INCENTIVES | 5,753 | 2,250 | 6,300 | 4,050 | 180.0% | Increasing to typical amount | 5047 EMPLOYEE INCENTIVES | 1,160 | 860 | 1,160 | 1,200 | 0 | 0 | 0 | 0 | 910 | 1,010 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 5111 CLOTHING | 10,600 | 1,000 | 1,500 | 500 | 50.0% | | 5111 CLOTHING | 100 | 100 | 100 | 300 | 100 | 100 | 0 | 0 | 350 | 350 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 5152 WORKERS COMPENSATION | 102,180 | 120,220 | 105,500 | -14,720 | -12.2% | | 5152 WORKERS COMPENSATION | 12,800 | 5,300 | 13,000 | 31,800 | 7,200 | 6,600 | 400 | 0 | 7,400 | 20,200 | 800 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 5154 UNEMPLOYMENT INSURANCE | 43,000 | 75,000 | 45,000 | -30,000 | -40.0% | Projecting average costs | 5154 UNEMPLOYMENT INSURANCE | 1,000 | 500 | 1,000 | 15,500 | 0 | 0 | 0 | 0 | 13,000 | 14,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 5158 INSURANCE PREMIUM | 178,580 | 219,580 | 202,770 | -16,810 | -7.7% | | 5158 INSURANCE PREMIUM | 22,390 | 9,220 | 23,530 | 52,450 | 12,420 | 11,030 | 610 | 0 | 20,910 | 49,100 | 1,110 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 5171 MAINTENANCE OF EQUIPMENT | 603,789 | 611,000 | 787,673 | 176,673 | 28.9% | Aging fleet, camera and head sign repair. | 5171 MAINTENANCE OF EQUIPMENT | 61,330 | 55,580 | 67,330 | 195,320 | 66,110 | 60,827 | 80 | 0 | 100,750 | 167,910 | 12,436 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 5173 MAINTENANCE OF EQUIPMENT-MATER | 19,500 | 18,400 | 18,400 | 0 | 0.0% | | 5173 MAINTENANCE OF EQUIPMENT-MATER | 1,600 | 500 | 1,600 | 5,000 | 530 | 470 | 0 | 0 | 500 | 8,000 | 200 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 5191 MAINTENANCE OF STRUCTURES | 11,500 | 5,000 | 5,000 | 0 | 0.0% | | 5191 MAINTENANCE OF STRUCTURES | 800 | 800 | 800 | 800 | 500 | 500 | 0 | 0 | 800 | 800 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 5211 MEMBERSHIPS | 2,300 | 1,300 | 1,320 | 20 | 1.5% | | 5211 MEMBERSHIPS | 182 | 215 | 208 | 215 | 125 | 125 | 0 | 0 | 120 | 130 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 5232 OFFICE & OTHER EQUIP < \$5,000 | 15,500 | 12,050 | 21,015 | 8,965 | 74.4% | Furniture, repeater for Reds, workstations | 5232 OFFICE & OTHER EQUIP < \$5,000 | 2,790 | 3,040 | 2,790 | 3,090 | 1,000 | 1,000 | 0 | 0 | 6,025 | 1,180 | 100 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 5238 OFFICE SUPPLIES | 8,000 | 7,000 | 8,500 | 1,500 | 21.4% | | 5238 OFFICE SUPPLIES | 1,010 | 261 | 1,085 | 2,361 | 913 | 784 | 0 | 0 | 498 | 1,431 | 136 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 5253 ACCOUNTING & AUDITING SERVICE | 49,750 | 49,400 | 49,750 | 350 | 0.7% | | 5253 ACCOUNTING & AUDITING SERVICE | 5,914 | 1,646 | 6,348 | 13,820 | 5,344 | 4,589 | 0 | 0 | 2,919 | 8,374 | 796 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 5260 HEALTH - EMPLOYEE PHYSICALS | 5,890 | 5,890 | 7,000 | | | | | | | | | | | | | | | | | | | | | | |

EASTERN SIERRA TRANSIT AUTHORITY

Minutes of Friday, June 25, 2021 Special Meeting

The meeting of the Board of Directors of the Eastern Sierra Transit Authority was called to order at 9:03 a.m. on Friday, June 25, 2021, via Zoom. The following members were present: Bob Gardner, Dan Totheroh, Karen Schwartz, Jim Ellis, Jeff Griffiths, and Kirk Stapp. Rhonda Duggan joined the meeting at 9:08. Director Bill Sauser was absent.

Director Totheroh led the Pledge of Allegiance.

| | |
|--------------------------------|---|
| Public Comment | None |
| Executive Directors Report | Mr. Moores reported on ESTA activities and performance. |
| Financial Report FY 2020/21 | Ms. Bentley presented the 2020-21 financial report as of June 21, 2021. |
| Return to In-Person Meetings | Mr. Moores presented a report on returning to in-person meetings. Meetings will continue via Zoom and subject will be put on the August Agenda for further consideration. |
| ESTA Bus Stop Sign | Mr. Moores presented a report on ESTA Bus Stop Signs. |
| Ridership Report | Mr. Moores presented the Ridership Report for April 2021. |
| Strategic Business Plan Report | Mr. Moores presented FY 2021-23 Strategic Business Plan |
| Staff Evaluations | Mr. Moores presented a report on Staff Evaluations. |
| Executive Directors Contract | <p>Public comment: None</p> <p>Moved by Director Griffiths and seconded by Director Schwartz to accept a contract amendment for Phil Moores, Executive Director:</p> <p style="text-align: center;">From: April 12, 2021 To: Termination</p> <p style="text-align: center;">SCHEDULE OF FEES:</p> <p>Salary: \$122,158 annually</p> <p>Retirement: Classic – CalPERS 2% at 55 formula, classic member 100% paid by ESTA.</p> |

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| | <p>Health Insurance: PERS Choice (employee contribution = 17% currently, \$118.82/mo.) PERS Select (employee contribution = 13%, \$85.12/mo.), or monthly stipend of \$408 if no health coverage is elected, and employee provides proof of health insurance coverage comparable to ESTA's.</p> <p>Vision/Dental Reimbursement: \$1,000 per year plus \$400/year for one or more qualifying dependents.</p> <p>Comprehensive Leave: Employee will start accruing at the 4-10 (year); 31 days/year for years 11-15 and 34 days/year for years 16+</p> <p>Paid Holidays: 11 per year</p> <p>Deferred Compensation: ESTA provided 457(b) plan. No ESTA contribution.</p> <p>Life Insurance: \$50,000 paid by ESTA.</p> <ul style="list-style-type: none">I. ESTA will make the same adjustment to the Executive Director's salary, benefits, allowances and other forms of compensation as for other administrative employees except as provided in paragraph II below.II. The ESTA Board will review the performance of the Executive Director at least annually and may at that time adjust compensation as determined to be fair and reasonable. Should any adjustment be made at this time, the date of such adjustment will become the anniversary date for any subsequent compensation changes subject to paragraph I above. <p>Roll call vote taken.</p> <p>Motion carried 7-0 with Director Sauser absent.</p> |
| LSC Contract | <p>Public comment: None</p> <p>Moved by Director Tothoroh and seconded by Director Gardner to authorize the Executive Director to sign the contract with LCS consultants to conduct the planning for the Short-Range Transit Plan and the Coordinated Human Services Plan.</p> <p>Roll call vote taken.</p> |

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| | <p>Motion carried 7-0 with Director Sauser absent.</p> |
| <p>Consent Agenda: Approval of Regular Meeting Minutes of May 14, 2021.</p> | <p>Moved by Director Gardner and seconded by Director Stapp to approve the Consent Agenda Consisting of:</p> <p>Approval of Meeting Minutes of May 14, 2021, as corrected.</p> <p>Roll call vote taken. Motion carried 7-0. Director Sauser absent.</p> |
| <p>Board Member Comments</p> | <p>Director Schwartz commented Bishop will host a July 4th Big Day in the Park with free pool entry, ice cream, and fireworks. Members of the Bishop City Council will be there.</p> <p>Director Ellis said 4th of July celebration in the park will be a very big event. There will be music and the skatepark will be open. Everyone is welcome.</p> <p>Director Duggan said the Town of Mammoth Lakes continues to have various events planned. There is work on Highway 395 at the Rock Creek Rd. exit, and there are delays. Last week, the Town of Mammoth Lakes hosted the Mammoth Motocross, it was a great event.</p> <p>Director Stapp commented that the Lakes Basin water level is extremely low. Horseshoe is also the lowest he's ever seen it.</p> <p>Director Gardner said they are continuing to monitor the disperse camping situation and illegal fires. The 4th of July will be an indicator of people's behavior. If there are fires the dispersed camping will be banned. Port-a-potties have been put out.</p> <p>Director Ellis said it's a camping fiesta, we will see how people do. He worked on the recent fires and commented let's hope for the best this year. One of our city members saw a driver stop his bus and get out and pick up an aluminum can. This behavior puts ESTA in a good light, looks good looking after our community.</p> |
| <p>Adjournment</p> | <p>The Chairperson adjourned the meeting at 10:04 am</p> <p>The next regular meeting of the Eastern Sierra Transit Authority Board of Directors is scheduled for July 9, 2021 at 9:00 am. Check ESTA website for details on attending the meeting.</p> |

Recorded & prepared by:

Linda Robinson
Board Clerk
Eastern Sierra Transit Authority

Minutes approved: