



EL DORADO TRANSIT

EL DORADO COUNTY TRANSIT AUTHORITY TRANSIT ADVISORY COMMITTEE MEETING

AGENDA

Wednesday, October 26, 2022; 8:15 AM

Regular Meeting

Chairperson: Laurel Brent-Bumb

Vice Chairperson: Susie Davies

Executive Director: Matthew Mauk

In-Person

El Dorado County Transit Authority
6565 Commerce Way
Diamond Springs, CA 95619

Remotely

By Computer:

<https://us02web.zoom.us/j/82417358336?pwd=UIRSVWpsVTNoT3hTRmVYdm45ZUNldz09>

Meeting ID:

824 1735 8336

Password:

2022

These meetings will be conducted pursuant to the provisions of Assembly Bill 361 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 are in effect when a state of emergency is issued or remains active.

Members of the public may call in during the meeting and are encouraged to submit public comment via email to happlegarth@eldoradotransit.com up until 2 hours before 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.

By participating in this meeting, you acknowledge that you are being recorded.

CALL TO ORDER AND ROLL CALL

ADOPTION OF AGENDA

PUBLIC COMMENT

At this time, any person may comment on any item which is not on the agenda. PLEASE STATE YOUR NAME AND ADDRESS FOR THE RECORD. Action will not be taken on any item that is not on the agenda. If it requires action, it will be referred to staff and/or placed on the next meeting agenda. Please limit your comments to no more than three (3) minutes.

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	<i>These items are expected to be routine and non-controversial. They will be acted upon by the TAC at one time without discussion. Any TAC board member, staff member or interested citizen may request an item be removed from the Consent Calendar for discussion. The TAC may also add items from the Agenda to the Consent Calendar if they appear to be non-controversial.</i>	
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PROJECT UPDATES*

EXECUTIVE DIRECTOR REPORT*

COMMITTEE MEMBER COMMENTS*

ADJOURNMENT

* Verbal Report

NEXT REGULARLY SCHEDULED
EL DORADO COUNTY TRANSIT AUTHORITY
TRANSIT ADVISORY COMMITTEE MEETING
January 25, 2023; 8:15AM
El Dorado Transit Office
6565 Commerce Way
Diamond Springs, CA 95619

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability related modification or accommodation to participate in this meeting, then please contact our office by telephone at (530) 642-5383 extension 209 or by fax at (530) 622-2877. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

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EL DORADO TRANSIT

Transit Advisory Committee
El Dorado County Transit Authority
6565 Commerce Way
Diamond Springs, CA 95619
Wednesday, April 27, 2022; 8:15 AM

CONFORMED AGENDA

AGENDA

Chair Laurel Brent-Bumb
Vice-Chair Susie Davies

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 happlegarth@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.

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Participate by Computer:

<https://us02web.zoom.us/j/89505242632?pwd=Ky9YYWh1TS81YjVIMW10QTIKcnJVUT09>

Participate by Phone:

1-669-900-6833

Meeting ID: 895 0524 2632

Password: 148546

CALL TO ORDER AND ROLL CALL

The meeting was called to order by Susie Davies at 8:19AM.

Members present: Dan Bolster, Susie Davies, Aerijs Franklin and Star Walker

**Staff present: Brian James, Matt Mauk, Scott Ousley, Julie Petersen
and Haley Applegarth**

ADOPTION OF AGENDA

Moved and Seconded by Dan Bolster and Star Walker

PUBLIC COMMENT

At this time, any person may comment on any item which is not on the agenda. PLEASE STATE YOUR NAME AND ADDRESS FOR THE RECORD. Action will not be taken on any item that is not on the agenda. If it requires action, it will be referred to staff and/or placed on the next meeting agenda. Please limit your comments to no more than three (3) minutes.

There was no public comment.

1. CONSENT CALENDAR

These items are expected to be routine and non-controversial. They will be acted upon by the TAC at one time without discussion. Any TAC board member, staff member or interested citizen may request an item be removed from the Consent Calendar for discussion. The TAC may also add items from the Agenda to the Consent Calendar if they appear to be non-controversial.

A. Conformed Minutes of January 26, 2022

2. ACTION ITEMS

- A. 1. Review the Fiscal Year 2022/23 Preliminary Operating Budget including Revisions
- 2. Review the Fiscal Year 2022/23 Preliminary Capital Improvement Plan and Budget

Moved and Seconded by Star Walker and Dan Bolster

3. INFORMATION ITEMS

A. Draft Triennial Performance Audit of the El Dorado County Transit Authority for Fiscal Year 2018/19, 2019/20, and 2020/21

B. My Ride Mileage Reimbursement Program

C. Quarterly Newsletter

PROJECT UPDATES*

EXECUTIVE DIRECTOR REPORT*

COMMITTEE MEMBER COMMENTS*

ADJOURNMENT

The meeting was adjourned at 9:15AM.

* Verbal Report

NEXT REGULARLY SCHEDULED
EL DORADO COUNTY TRANSIT AUTHORITY
TRANSIT ADVISORY COMMITTEE MEETING
July 27, 2022; 8:15AM
El Dorado Transit Office
6565 Commerce Way
Diamond Springs, CA 95619

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability related modification or accommodation to participate in this meeting, then please contact our office by telephone at (530) 642-5383 extension 209 or by fax at (530) 622-2877. Requests must be made as early as possible, and at least one full business day before the start of the meeting.

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AGENDA ITEM 2 A
Action Item

MEMORANDUM

DATE: October 26, 2022

TO: El Dorado County Transit Authority
Transit Advisory Committee

FROM: Julie Petersen, Finance Manager

SUBJECT: Final Amended Operating Budget for Fiscal Year 2021/22

REQUESTED ACTION:
BY MOTION,

- 1. Receive and File the Final Amended Operating Budget for Fiscal Year 2021/22 as Adopted**
- 2. Acknowledge the budget amount of \$868,638 in Deferred Local Transportation Funds (LTF) from Contingency**
- 3. Acknowledge the use of Deferred LTF for Fiscal Year 2021/22 Capital Expenses**

BACKGROUND

As of August 25, 2022, most work related to posting was accomplished to close the internal fiscal year (FY) 2021/22 financials.

On September 1, 2022, the Board adopted the Final Operating Budget as represented.

A Final Amended Operating Budget is typically presented to the Board of Directors following the close of the fiscal year and prior to completion of an independent financial audit. The Final Amended FY 2021/22 Operating Budget (attached) reflects fiscal year-end adjustments from the adopted mid-year version, based on actual revenue and expenses realized during the period.

DISCUSSION

The Final Amended FY 2021/22 Operating Budget reflects an overall increase to revenue and salary and benefit accounts and a decrease to general expenses. Outlined below are the approved adjustments by line item with comments. The attached Final Amended FY 2021/22 Operating Budget sheet presents the adopted mid-year budget amounts for comparison and shows the net changes.

The Final Amended FY 2021/22 Operating Budget includes limited-time revenue from emergency CRRSAA Act funding in the amount of \$738,717 allocated under the Federal Transit Administration (FTA) Section 5311 program and FTA Section 5307. The Joint Exercise of El Dorado County Transit Authority Transit Advisory Committee
October 26, 2022, Agenda

Powers Agreement (JPA) of the El Dorado County Transit Authority (El Dorado Transit) Section 11.3 states the following: “*The EDCTA shall actively seek to maximize utilization of Federal, State, and other available revenues which shall be applied towards such operating and capital expenditures...*”

Maximum use of Federal CRRSAA Act funds in FY 2021/22 has allowed for a deferral of LTF for use in the FY 2022/23 Operating and Capital Budgets. The final amount will be determined following the Annual Financial and Compliance Audit.

El Dorado Transit management and staff worked well within the overall mid-year budget expense projections. The continued effects of COVID-19 related service reductions and temporary fare policies are on-going.

Due primarily to the infusion of the emergency CRRSAA Act funding, an increase of \$576,005 in Contingency Funds now totaling \$868,638 has been realized. Staff recommended the use of these Local Transportation Funds (LTF) for matching funds in the Capital Budget to preserve State Transit Assistance (STA) funds in FY 2021/22.

REVENUE ACCOUNTS

El Dorado Transit saw an overall increase of approximately \$235,321 in revenue accounts.

- 1 State of Good Repair (SGR) increased to reflect award
- 2 Interest Income increased to accurately reflect receipts.
- 3 Annual FTA Section 5311 increased to reflect the actual allocation.
- 4 Cash Fares increased to accurately reflect receipts.
- 5 Contract Services increased to accurately reflect receipts.
- 6 Commuter Route Fare Media decreased to accurately reflect receipts.
- 7 Local Route Fare Media decreased to accurately reflect receipts.
- 8 Paper Scrip decreased to accurately reflect receipts.
- 9 Addition of account to reflect South Lake Tahoe separately from Commuter
- 10 Fair Shuttle AB2766 Grant funding award for FY 2021/22
- 11 Restricted Offset Reserve Fund (ORF) for future insurance premiums

SALARY & BENEFITS EXPENSE ACCOUNTS

Overall, the total Salary and Benefits expenditures were managed below mid-year budget adjustment projections by \$192,716.

- 12 Regular Employee salary expenses decreased to reflect actuals. Short staffing continues to be an issue for several departments
- 13 Temporary Employee costs increased to reflect actual usage of the extra help employees.
- 14 Overtime decreased to accurately reflect costs.
- 15 CRDI and Shift Pay decreased to reflect actual costs.
- 16 Employee Retirement increased to reflect actual costs. Contributions to the California Employers’ Pension Prefunding Trust (CEPPT) Fund increased this line item by

\$200,000. Additional Unfunded Liability payments of \$117,359 and \$11,520 were also made to the Classic and PEPRAs funds, respectively.

- 17 Social Security (FICA) Payroll Tax reduced to accurately reflect actual costs. These costs are driven by the actual hours worked by extra help employees.
- 18 Medicare Payroll Tax reduced to accurately reflect actual costs.
- 19 Health Insurance increased to reflect actual premium expenses. This includes the continued participation in the CalPERS OPEB fund.
- 20 Unemployment Insurance decreased to reflect actual reimbursement costs.
- 21 Long Term Disability/Life insurance increased to reflect actual premium costs.

SERVICE & SUPPLY EXPENSE ACCOUNTS

Total Services and Supplies accounts (including the Contingency line item) increased by \$167,605.

- 22 Clothing & supplies increased closer to actual expenses.
- 23 Uniforms – Other decreased closer to actual expenses.
- 24 Communications – Phone decreased closer to actual expenses.
- 25 Communications – Radio decreased closer to actual expenses.
- 26 Insurance Premiums/Public Liability decreased to reflect the two (2) month pre-paid allocation of FY 2022/23 premiums in FY 2021/22.
- 27 Insurance Premiums/Employer Practices Liability Insurance (EPLI) decreased to reflect the two (2) month pre-paid allocation of FY 2022/23 premiums in FY 2021/22.
- 28 Service Contracts/Equipment decreased closer to actual expenses.
- 29 Park & Ride Maintenance increased closer to actual expenses.
- 30 Maintenance/Buildings decreased closer to actual expenses.
- 31 Maintenance/Equipment increased closer to actual expenses.
- 32 Maintenance/Grounds decreased closer to actual expenses.
- 33 Maintenance/Bus Stops increased closer to actual expenses.
- 34 Maintenance/Other decreased closer to actual expenses.
- 35 Vehicle Maintenance (In-House) decreased closer to actual expenses.
- 36 Vehicle Maintenance/Tires & Tubes decreased closer to actual expenses.
- 37 Vehicle Maintenance/ Lubricants decreased closer to actual expenses.
- 38 Safety Equipment/Training decreased closer to actual expenses.
- 39 Memberships decreased closer to actual expenses.
- 40 Office Expenses increased closer to actual expenses.
- 41 Operating Expenses – Other increased closer to actual expenses.
- 42 Professional Services decreased closer to actual expenses.
- 43 Publications/Legal Notices increased closer to actual expenses.
- 44 Printing decreased closer to actual expenses.
- 45 Rents/Leases – Equipment decreased to reflect closer to actual.
- 46 Equipment Purchase – Data Processing increased closer to actual expenses.
- 47 Equipment Purchase – Office increased closer to actual expenses.
- 48 Marketing increased closer to actual.
- 49 Staff Development/Travel increased closer to actual.

- 50 Fuel Purchase increased closer to actual expenses.
- 51 Bank Charges increased closer to actual expenses.
- 52 Connect Card administration Fees decreased closer to actual expenses.
- 53 Utilities decreased closer to actual expenses.
- 54 AB2766 Fair Shuttle reflects awarded grant amounts.
- 55 Contingency increased to reflect the estimated offset of Federal funding for the FY 2021/22 Operating Budget. If approved with this staff report, Capital expenses for the current year will be subtracted from this amount, as applicable to preserve Capital funding.

FISCAL IMPACT

Staff is presenting a balanced Final Amended Operating Budget for FY 2021/22 totaling \$8,250,450 which is approximately 4.3% over the mid-year projections. El Dorado Transit's final FY 2021/22 financials will be adjusted in the independent audit process and presented during the December 2022 regularly scheduled Board meeting.

**EL DORADO COUNTY TRANSIT AUTHORITY
FINAL AMENDED OPERATING BUDGET 2021/2022**

OPERATING BUDGET

		FY 2021/2022 Mid-Year Adopted 02/03/2022	FY 2021/2022 Final Amended Adopted 09/01/2022	Difference	
REVENUE ACCOUNTS					
4000.00	Transportation Development Act (TDA/LTF)	\$5,566,463	\$5,566,463	0	
4270.01	State Transit Assistance (TDA/STA)/State of Good Repair (SGR)	\$266,380	\$273,467	7,087	1
4970.00	Interest Income	\$3,000	\$4,900	1,900	2
4100.00	Federal Transit Administration (FTA) Section 5311 Grant	\$558,840	\$726,492	167,652	3
4100.00	Federal Transit Administration (FTA) CRRSAA Act Section 5311 Grant	\$738,717	\$738,717	0	
4300.00	Cash Fares	\$77,000	\$102,000	25,000	4
4310.00	Contract Services	\$104,000	\$128,500	24,500	5
4320.00	Charter Services	\$0	\$0	0	
4330.00	Commuter Route Fare Media	\$162,000	\$88,000	-74,000	6
4350.00	Local Route Fare Media	\$56,000	\$35,000	-21,000	7
4360.00	Paper Scrip	\$7,210	\$6,700	-510	8
4370.00	CCJPA	\$125,000	\$159,800	\$34,800	9
4400.00	Advertising Revenue	\$0	\$0	0	
4990.00	Misc. Revenue	\$0	\$0	0	
4107.03	Fair Shuttle AB2766 Grant	\$0	\$32,000	32,000	10
4109.04	Low Carbon Transit Operations Program (LCTOP) Grant	\$50,000	\$50,000	0	
4112.00	FTA Section 5307 Grant Income - Preventative Maintenance (PM)	\$43,520	\$43,520	0	
4112.00	Federal Transit Administration (FTA) CRRSAA Act Section 5307 Grant	\$183,509	\$183,509	0	
5060.00	Offset Reserve Fund - CalTIP (restricted)	\$73,490	\$111,382	37,892	11
TOTAL REVENUES		\$8,015,129	\$8,250,450	235,321	
SALARY & BENEFIT ACCOUNTS					
5010.00	Regular Employees	\$2,919,384	\$2,760,000	-159,384	12
5010.02	Temporary Employees	\$50,000	\$59,000	9,000	13
5010.07	Overtime	\$100,000	\$72,000	-28,000	14
5010.08	On Call Pay	\$7,000	\$7,000	0	
5010.09	CRDI and Shift Pay	\$20,000	\$14,100	-5,900	15
5020.01	Employee Retirement	\$560,000	\$876,000	316,000	16
5070.01	(OASDI - Payroll Tax) FICA	\$4,000	\$2,200	-1,800	17
5070.02	MEDICARE - Payroll Tax	\$50,000	\$41,500	-8,500	18
5020.02	Health Insurance	\$1,000,000	\$1,074,000	74,000	19
5020.03	Unemployment Insurance	\$15,000	\$11,300	-3,700	20
5020.04	LT Disability/Life Ins	\$32,000	\$33,000	1,000	21
5020.05	Worker's Comp	\$350,000	\$350,000	0	
TOTAL SALARY & BENEFITS		\$5,107,384	\$5,300,100	192,716	
SERVICE & SUPPLY ACCOUNTS					
5090.02	Clothing & Supplies	\$5,000	\$5,300	300	22
5090.05	Uniforms - Other	\$12,000	\$4,600	-7,400	23
5050.01	Communications - Phone	\$35,000	\$34,000	-1,000	24
5090.20	Communications - Radio	\$1,000	\$650	-350	25
5090.01	Household Expenses	\$16,500	\$16,500	0	
5060.01	Insurance Premiums/Public Liability	\$394,000	\$391,500	-2,500	26
5060.02	Insurance Premiums/Physical Damage	\$27,000	\$27,000	0	
5060.03	Insurance Premiums/Commercial	\$12,212	\$12,212	0	
5060.04	Insurance Premium EPLI Package	\$72,000	\$69,300	-2,700	27
5090.06	Service Contracts/Equipment	\$190,000	\$152,100	-37,900	28
5160.07	Park and Ride Maintenance	\$14,000	\$14,800	800	29
5160.01	Maintenance/Buildings	\$7,500	\$4,500	-3,000	30
5160.03	Maintenance/Equipment	\$4,000	\$9,300	5,300	31
5160.05	Maintenance/Grounds	\$6,500	\$4,000	-2,500	32
5160.09	Maintenance/Bus Stop	\$3,000	\$4,700	1,700	33
5160.00	Maintenance/Other	\$2,500	\$500	-2,000	34
5040.00	Vehicle Maintenance (In-House)	\$376,000	\$207,000	-169,000	35
5040.02	Vehicle Maintenance/Tires & Tubes	\$99,000	\$58,500	-40,500	36
5040.03	Vehicle Maintenance/Lubricants	\$29,700	\$26,500	-3,200	37
5040.04	Vehicle Maintenance/Small Tools - Shop	\$5,000	\$5,000	0	
5040.80	Vehicle Maintenance/Sales Tax/ Fuel & Lub.	\$38,000	\$38,000	0	
5090.50	Safety Equipment/Training	\$40,000	\$14,100	-25,900	38
5090.40	Memberships	\$5,800	\$4,400	-1,400	39
5090.70	Office Expense	\$15,000	\$18,500	3,500	40
5090.80	Postage	\$4,000	\$4,000	0	
5090.00	Operating Expense - Other	\$2,000	\$2,850	850	41
5030.00	Professional Services	\$250,000	\$214,500	-35,500	42
5030.10	Employee Medical Exams	\$8,500	\$8,500	0	
5030.30	Background Checks	\$2,000	\$2,000	0	
5090.08	Pubs/Legal Notices	\$2,500	\$4,400	1,900	43
5090.75	Printing	\$14,000	\$9,500	-4,500	44
5120.02	Rents/Leases - Equipment	\$23,000	\$10,900	-12,100	45
5120.03	Rents/Leases Park and Rides	\$9,000	\$9,000	0	
5140.01	Equipment Purchase - Data Processing	\$1,000	\$8,200	7,200	46
5140.05	Equipment Purchase - Office	\$1,800	\$2,600	800	47
5150.00	Special Department Expense	\$1,500	\$1,500	0	
5150.01	Marketing	\$12,000	\$16,100	4,100	48
5090.30	Staff Development/Travel	\$15,000	\$20,500	5,500	49
5040.01	Fuel Purchase	\$470,000	\$515,000	45,000	50
5090.72	Bank Charges	\$400	\$700	300	51
5090.73	Credit Card Charge Fees	\$3,500	\$3,500	0	
5090.74	Connect Card Administration Expenses	\$34,000	\$16,000	-18,000	52
5050.02	Utilities	\$56,000	\$45,000	-11,000	53
5050.03	Utilities/ Park & Rides	\$22,000	\$22,000	0	
4108.03	Fair Shuttle AB2766 Grant	\$0	\$42,000	42,000	54
6270.00	Contingency	\$439,833	\$868,638	428,805	55
TOTAL SERVICES AND SUPPLIES		\$2,782,745	\$2,950,350	167,605	
TOTAL OPERATING EXPENSES		\$7,890,129	\$8,250,450	360,321	

AGENDA ITEM 2 B
Action Item

MEMORANDUM

DATE: October 26, 2022
TO: El Dorado County Transit Authority
Transit Advisory Committee
FROM: Julie Petersen, Finance Manager
SUBJECT: Fiscal Year 2022/23 Final Operating Budget

REQUESTED ACTION:

BY MOTION,

**Receive and File the Final Operating Budget for Fiscal Year 2022/23
as Adopted**

BACKGROUND

The Bylaws of the El Dorado County Transit Authority (El Dorado Transit) state: *“The Executive Director shall propose a final operating budget...to the Board on or before June 15 of each year. Final operating...budget shall be adopted by the Board on or before July 15 of each year.”*

Board actions to date related to the Fiscal Year (FY) 2022/23 Operating Budget:

March 3, 2022, Presentation of the preliminary Operating Budget for FY 2022/23

Adoption of Resolution No. 22-07 authorizing the Executive Director to claim Transportation Development Act (TDA) funds for the FY 2022/23 Operating Budget

April 7, 2022, Adoption of Resolution No. 22-10 for the preliminary Operating Budget for FY 2022/23, and appointment of an Ad Hoc Budget Review Committee

June 2, 2022, Presentation of Final Operating Budget for Fiscal Year 2022/23. Adoption of Resolution 22-15 authorizing the final budget.

The El Dorado Transit, Transit Advisory Committee (TAC) met on April 27, 2022, and approved the presentation of the FY 2022/23 Operating Budget to the Board.

The Ad Hoc Budget Review Committee met via Zoom on May 18, 2022, for a complete review and discussion covering the Proposed Operating Budget. This included Chair John Hidahl, Vice-Chair Jackie Neau, Executive Director Matthew Mauk and Finance Manager Julie Petersen.

DISCUSSION

The final Operating Budget for FY 2022/23 presented is balanced to projected revenues and includes total operating expenses of \$8,670,977. As noted in the attached budget report there were nine (9) changes, highlighted in bold, between the proposed FY 2022/23 Operating Budget approved on April 7, 2022, and the final version. These changes included the following:

Revenue

- 4100.00 – Actual allocation amounts have been provided by the State.
- 4370.00 – Line item adjusted to recognize the maximum cost sharing revenue available from the Capital Corridor Joint Powers Authority (CCJPA) for the South Lake Tahoe route.
- 4107.03 – Addition to recognize the AB2766 grant award amount as provided by the El Dorado County Air Quality Management District (EDCAQMD) for the 2022 Fair Shuttle service.
- 4112.00 – Line item adjusted to recognize the allocation of Federal Transit Administration (FTA) Section 5307 grant funds for urban Preventative Maintenance (PM).

Total change of \$94,191

Salary and Benefit Accounts

No adjustments were made to this budget group.

Total change of \$0

Service and Supply Accounts

- 5060.01 - Insurance Premium Liability Package adjusted to reflect actual premium.
- 5060.04 - Insurance Premium Employment Practices Liability Insurance (ELPI) Package adjusted to reflect actual premium.
- 5040.01 – Fuel Purchase increased to address the current market trend.
- 4107.03 – Addition to recognize the estimated costs associated with the 2022 Fair Shuttle service.
- 6270.00 – Contingency reduced by \$162,809 to balance proposed budget.

All other revenue and expenditure projections remained unchanged from the Operating Budget presented for approval in April 2022. The Executive Director and Finance Manager will continue to closely monitor actual revenues and expenses. Per the El Dorado Transit Bylaws, the Board

delegates authority to the Executive Director to adjust expenditures between line items within the same major budget categories, provided that total expenditures remain within the adopted budget.

FISCAL IMPACT

The Final Operating Budget for FY 2022/23 reflects \$8,670,977 in total operating expenditures balanced to projected available Federal, State and project specific revenues.

**EL DORADO COUNTY TRANSIT AUTHORITY
FINAL OPERATING BUDGET 2022/2023**

OPERATING BUDGET		FY 2022/2023 Preliminary	FY 2022/2023 Final	Difference
REVENUE ACCOUNTS		Adopted 04/07/2022	Adpoted 06/02/2022	
4000.00	Transportation Development Act (TDA/LTF)	\$6,030,361	\$6,030,361	\$0
4270.01	State of Good Repair (SGR) Program	\$285,297	\$285,297	\$0
4970.00	Interest Income	\$3,000	\$3,000	\$0
4100.00	Federal Transit Administration (FTA) Section 5311 Grant	\$726,492	\$741,022	\$14,530
4100.00	Federal Transit Administration (FTA) CRRSAA Act Section 5311 Grant	\$738,717	\$738,717	\$0
4300.00	Cash Fares	\$77,000	\$77,000	\$0
4310.00	Contract Services	\$0	\$0	\$0
4320.00	Charter Services	\$0	\$0	\$0
4330.00	Commuter Route Fare Media	\$162,000	\$162,000	\$0
4350.00	Local Route Fare Media	\$31,000	\$31,000	\$0
4360.00	Paper Scrip	\$7,000	\$7,000	\$0
4370.00	CCJPA	\$125,000	\$185,000	\$60,000
4400.00	Advertising Revenue	\$15,000	\$15,000	\$0
4990.00	Misc. Revenue	\$400	\$400	\$0
4107.03	Fair Shuttle AB2766 Grant	\$0	\$32,000	\$32,000
4109.04	Low Carbon Transit Operations Program (LCTOP) Grant	\$75,000	\$75,000	\$0
4112.00	FTA Section 5307 Grant Income - Preventative Maintenance (PM)	\$43,520	\$31,181	-\$12,339
4112.00	Federal Transit Administration (FTA) CRRSAA Act Section 5307 Grant	\$183,509	\$183,509	\$0
5060.00	Offset Reserve Fund - CalTIP (restricted)	\$73,490	\$73,490	\$0
TOTAL REVENUES		\$8,576,786	\$8,670,977	\$94,191
SALARY & BENEFIT ACCOUNTS				
5010.00	Regular Employees	\$2,940,530	\$2,940,530	\$0
5010.02	Temporary Employees	\$100,000	\$100,000	\$0
5010.07	Overtime	\$50,000	\$50,000	\$0
5010.08	On Call Pay	\$7,000	\$7,000	\$0
5010.09	CRDI and Shift Pay	\$20,000	\$20,000	\$0
5020.01	Employee Retirement	\$668,000	\$668,000	\$0
5070.01	(OASDI - Payroll Tax) FICA	\$4,000	\$4,000	\$0
5070.02	MEDICARE - Payroll Tax	\$50,000	\$50,000	\$0
5020.02	Health Insurance	\$1,094,000	\$1,094,000	\$0
5020.03	Unemployment Insurance	\$15,000	\$15,000	\$0
5020.04	LT Disability/Life Ins	\$32,000	\$32,000	\$0
5020.05	Worker's Comp	\$275,000	\$275,000	\$0
TOTAL SALARY & BENEFITS		\$5,255,530	\$5,255,530	\$0
SERVICE & SUPPLY ACCOUNTS				
5090.02	Clothing & Supplies	\$5,000	\$5,000	\$0
5090.05	Uniforms - Other	\$10,000	\$10,000	\$0
5050.01	Communications - Phone	\$35,000	\$35,000	\$0
5090.20	Communications - Radio	\$1,000	\$1,000	\$0
5090.01	Household Expenses	\$16,500	\$16,500	\$0
5060.01	Insurance Premiums/Public Liability	\$394,000	\$387,000	-\$7,000
5060.02	Insurance Premiums/Physical Damage	\$27,000	\$27,000	\$0
5060.03	Insurance Premiums/Commercial	\$14,000	\$14,000	\$0
5060.04	Insurance Premium EPLI Package	\$22,000	\$24,000	\$2,000
5090.06	Service Contracts/Equipment	\$190,000	\$190,000	\$0
5160.07	Park and Ride Maintenance	\$14,000	\$14,000	\$0
5160.01	Maintenance/Buildings	\$7,500	\$7,500	\$0
5160.03	Maintenance/Equipment	\$4,000	\$4,000	\$0
5160.05	Maintenance/Grounds	\$6,500	\$6,500	\$0
5160.09	Maintenance/Bus Stop	\$3,000	\$3,000	\$0
5160.00	Maintenance/Other	\$2,000	\$2,000	\$0
5040.00	Vehicle Maintenance (In-House)	\$376,000	\$376,000	\$0
5040.02	Vehicle Maintenance/Tires & Tubes	\$99,000	\$99,000	\$0
5040.03	Vehicle Maintenance/Lubricants	\$29,700	\$29,700	\$0
5040.04	Vehicle Maintenance/Small Tools - Shop	\$5,000	\$5,000	\$0
5040.80	Vehicle Maintenance/Sales Tax/ Fuel & Lub.	\$45,000	\$45,000	\$0
5090.50	Safety Equipment/Training	\$40,000	\$40,000	\$0
5090.40	Memberships	\$6,000	\$6,000	\$0
5090.70	Office Expense	\$15,000	\$15,000	\$0
5090.80	Postage	\$4,000	\$4,000	\$0
5090.00	Operating Expense - Other	\$2,000	\$2,000	\$0
5030.00	Professional Services	\$435,000	\$435,000	\$0
5030.10	Employee Medical Exams	\$8,500	\$8,500	\$0
5030.30	Background Checks	\$2,000	\$2,000	\$0
5090.08	Pubs/Legal Notices	\$2,500	\$2,500	\$0
5090.75	Printing	\$14,000	\$14,000	\$0
5120.00	Rents/Leases	\$24,000	\$24,000	\$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	\$20,000	\$20,000	\$0
5090.30	Staff Development/Travel	\$30,000	\$30,000	\$0
5040.01	Fuel Purchase	\$530,000	\$750,000	\$220,000
5090.72	Bank Charges	\$600	\$600	\$0
5090.73	Credit Card Charge Fees	\$4,000	\$4,000	\$0
5090.74	Connect Card Administration Expenses	\$25,022	\$25,022	\$0
5050.02	Utilities	\$56,000	\$56,000	\$0
5050.03	Utilities/ Park & Rides	\$22,000	\$22,000	\$0
4108.03	Fair Shuttle AB2766 Grant	\$0	\$42,000	\$42,000
6270.00	Contingency	\$770,134	\$607,325	-\$162,809
TOTAL SERVICES AND SUPPLIES		\$3,321,256	\$3,415,447	\$94,191
TOTAL OPERATING EXPENSES		\$8,576,786	\$8,670,977	\$94,191

AGENDA ITEM 2 C
Action Item

MEMORANDUM

DATE: October 26, 2022

TO: El Dorado County Transit Authority
Transit Advisory Committee

FROM: Julie Petersen, Finance Manager

SUBJECT: Fiscal Year 2022/23 Final Capital Improvement Plan and
Capital Budget

REQUESTED ACTION:

BY MOTION,

**Receive and File the Final Capital Improvement Plan and
Budget for Fiscal Year 2022/23 as Adopted**

BACKGROUND

The Bylaws of the El Dorado County Transit Authority (El Dorado Transit) state: *“The Executive Director shall propose... a final capital budget to the Board on or before June 15 of each year. Final... capital budget shall be adopted by the Board on or before July 15 of each year.”*

Board actions to date related to the Fiscal Year (FY) 2022/23 Capital Improvement Plan (CIP) and Capital Budget:

March 3, 2022, Presentation of the preliminary CIP and Budget for FY 2022/23

April 7, 2022, Adoption of the preliminary CIP and Budget for FY 2022/23 and appointment of an Ad Hoc Budget Review Committee

June 2, 2022, Presentation of Final CIP and Capital Budget for Fiscal Year 2022/23. Adoption of Resolution 22-17 authorizing the final budget.

The El Dorado Transit, Transit Advisory Committee (TAC) met on April 27, 2022, and approved the presentation of the FY 2022/23 proposed Capital Improvement Plan and Budget to the Board.

The Ad Hoc Budget Review Committee met via Zoom on May 18, 2022, for a complete review and discussion covering the proposed Capital Improvement Plan and Budget. This included Chair John Hidahl, Vice-Chair Jackie Neau, Executive Director Matthew Mauk and Finance Manager Julie Petersen.

DISCUSSION

The El Dorado County Transit Authority Capital Improvement Plan, Fiscal Year 2022/23 recommends capital projects and identifies funding for maintenance facility projects, vehicle purchase, software and hardware upgrades, safety and security, and park and ride improvements.

As noted in the attached CIP one (1) change was made, highlighted in bold.

- Project 22-04, Bass Lake Park & Ride – Phase I, budget was updated to include the Section 5307 FY 2022 grant funding.

The Ad Hoc Committee discussed the need for an updated Park and Ride Master Plan.

FISCAL IMPACT

The Final FY 2022/23 Capital Budget as presented today reflects an overall budget of \$9,954,330.

EL DORADO COUNTY TRANSIT AUTHORITY

FINAL

CAPITAL IMPROVEMENT PLAN

FISCAL YEAR 2022/2023

EL DORADO COUNTY TRANSIT AUTHORITY

CAPITAL IMPROVEMENT PLAN

The El Dorado County Transit Authority (El Dorado Transit) maintains a fleet of large, medium, and small buses, minivans, and sedans. Fleet vehicles are utilized in the delivery of public transportation; for administrative support travel; staff development training; on-going public outreach travel and maintenance of transit facilities such as bus stops and park-and-ride lots. The Capital Improvement Plan is designed to address the financial investment required to maintain the fleet and facilities owned or leased by El Dorado Transit. Continuing the current level of service and managing the potential expansion of service will succeed only if adequate consideration is given to capital needs.

The Capital Improvement Plan is a planning document setting goals with realistic revenue projections. Vehicle replacement is a component of the Capital Improvement Plan. This annual planning process maximizes available funding for capital investments necessary to provide public transportation at the current level of service and efficient management of the expansion of public services.

As a financial management tool, the Capital Improvement Plan is prepared to take full advantage of capital funding programs, avoid large annual claims against local transportation funds for capital expenditures and to assure capital reserves are available in case annual capital revenue sources diminish or are not consistent. Capital Improvement Plan funding is available for full replacement cost and provides local match funding required for capital grant programs.

California public transit operators have several sources of capital funding available. Each funding source has differing criteria for eligible projects. Bus replacement funding is the most challenging capital funding for public transit operators.

The Capital Improvement Plan and Capital Budget for 2022/23 identify transit capital funded with Transportation Development Act (TDA) funds, Federal Transit Administration (FTA) Section 5307 funds, Federal Transit Administration (FTA) Section 5310 funds, and a proposed Low Carbon Transit Operations Program (LCTOP) grant from the State.

The Capital Improvement Plan includes a summary of projects and funding sources, the budget and project descriptions.

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Bus Shelters Amenities – 5 Year Plan

Project No. 18-02

El Dorado Transit staff is looking towards improving the amenities for current and future bus stop locations. In order to meet the needs in a timely manner, this project would allow for the purchase and planning of amenities such as shelters, benches, waste receptacles and solar energy panels etc.

COST SUMMARY (ESTIMATE)

Adopted
Budget

Bus Shelter Amenities	\$150,000
10% Contingency	<u>\$ 15,000</u>
<i>Total Project Cost</i>	<i>\$165,000</i>

FUNDING SOURCE

Transportation Development Act (TDA)	<u>\$165,000</u>
<i>Total Revenue</i>	<i>\$165,000</i>

Adopted into CIP	Status	Estimated Completion Date
FY 2017 / 2018	Active	FY 2022 / 2023

Maintenance Facility Swamp Cooler and Steam Cleaner Modifications

Project No. 20-04 (2)

In 2001, two (2) industrial swamp coolers were installed on the exterior of the maintenance facility to provide environmental control for maintenance staff performing maintenance in the three (3) bays. Over time, these large units are inefficient and do not provide the necessary cooling needed for personnel and require extensive maintenance.

This project would remove the existing units, patch the metal siding, installing new racking and two (2) more efficient swap coolers and proper ducting inside the bays.

In 2013, an engine steam cleaning system was constructed behind the maintenance facility for keeping the bus engines free of excessive oil and grease as required by California Highway Patrol Transit Operator Compliance requirement. The facility included a steel carport area with a contained drain system to prevent leakage into the storm water drain system. When not used for steam cleaning engines, the custodian uses this area to perform bus cleaning. Because the area has no siding it is not a conducive environment during adverse weather. It is not a large enough area to house a 45-foot bus.

This project would install pre-engineered metal siding to close off three (3) sides of the facility, install additional columns to extend the length of the facility by 10 – 15 and a rollup door to fit the larger buses to enable closing off the work area during adverse weather conditions.

COST SUMMARY (ESTIMATE)

	<u>Adopted Budget</u>
Shop Swamp Cooler Modifications	\$53,975
10% Contingency	<u>\$ 5,397</u>
	\$59,372
Steam Cleaner Modifications	\$83,603
10% Contingency	<u>\$ 8,360</u>
	\$91,963
<i>Total Project Cost</i>	<i>\$151,335</i>

FUNDING SOURCES

Transportation Development Act (TDA)	<u>\$151,335</u>
<i>Total Revenue</i>	<i>\$151,335</i>

Adopted into CIP	Status	Estimated Completion Date
FY 2019 / 2020	Active	FY 2024 / 2025

Vehicle Replacement – Demand Response

Project No. 20-06

This project will replace one (1) Dodge Caravan with one (1) Ford Transit type van. Cost estimates include wiring, paint, graphics, AVL, radios, Connect Card equipment and cameras.

This project replaces:

EDCTA #	Vehicle Type	Mileage <u>05/20/2022</u>
1304	2013 Dodge Caravan	193,915

COST SUMMARY (ESTIMATE)

Adopted Budget

One (1) Ford Transit Van	\$79,000
10% Contingency	<u>\$ 7,900</u>
<i>Total Project Cost</i>	<i>\$86,900</i>

FUNDING SOURCE

Federal Transit Administration (FTA)	
Section 5310 Grant	\$56,000
Restricted Revenue (5310)	\$12,200
Transportation Development Act (TDA)	<u>\$18,700</u>
<i>Total Revenue</i>	<i>\$86,900</i>

Adopted into CIP	Status	Estimated Completion Date
FY 2019 / 2020	Active	FY 2023 / 2024

Vehicle Replacement – Maintenance Truck

Project No. 21-02 (2)

This project will replace one (1) current 2007 Dodge Dakota truck with one (1) Ford F250 truck. This vehicle will be used by maintenance for various duties such as responding to vehicle breakdowns, transporting vehicle parts to and from vendors, transporting equipment for servicing and maintenance of bus stops and hauling waste for disposal. This vehicle will also be used by operations road supervisors for evaluating road conditions during adverse weather conditions. The replacement vehicle will be purchased off the State Contract.

This project replaces:

EDCTA #	Vehicle Type	Mileage
		<u>05/20/2022</u>
0702	Dodge Dakota Truck	79,287

COST SUMMARY (ESTIMATE)

	Adopted Budget
One (1) Ford	\$28,269.00
Contingency 10%	<u>\$ 2,826.00</u>
<i>Total Project Cost</i>	<i>\$31,095.00</i>

FUNDING SOURCES

Transportation Development Act (TDA)	<u>\$31,095.00</u>
<i>Total Revenue</i>	<i>\$31,095.00</i>

Adopted into CIP	Status	Estimated Completion Date
FY 2020 / 2021	Active	FY 2022 / 2023

Park and Ride Parking Lot Resurfacing

Project No. 22-02

The El Dorado County Transit Authority (El Dorado Transit) maintains several park and ride locations within El Dorado County. These surface parking lots are primarily located adjacent to the Highway 50 corridor. On an annual basis El Dorado Transit maintains these lots for items such as lighting replacement, landscaping, and items of this nature.

This project will support evaluation of existing surface lot facilities and resurface or repairs within the approved budget.

COST SUMMARY (ESTIMATE)

	<u>Adopted Budget</u>
Park and Ride Parking Lot Resurfacing	<u>\$250,000</u>
<i>Total Project Estimate</i>	<i>\$250,000</i>

FUNDING SOURCES

Transportation Development Act (TDA)	<u>\$250,000</u>
<i>Total Revenue</i>	<i>\$250,000</i>

Adopted into CIP	Status	Estimated Completion Date
FY 2021 / 2022	Active	FY 2025 / 2026

Zero Emission Vehicles and Infrastructure

Project No. 22-03

El Dorado Transit (EDT), like all transit agencies in the state of California, are required to transition to zero-emission buses (ZEBs) by 2040. In 2018, the California Air Resources Board (CARB) adopted the Innovative Clean Transit ICT regulation that requires this gradual transition to ameliorate the air quality for all communities across California. While public transportation already replaces car trips, by transitioning away from diesel (which currently powers EDT’s fleet) and other fossil fuels, transit agencies will further contribute to the sustainability of our natural environment.

EDT is classified under the ICT regulation as a small agency, meaning that beginning in 2026 through 2028, all new heavy-duty bus purchases must consist of at least 25% ZEBs. By 2029, all new purchases are to be 100% ZEB.

EDT is currently undertaking a ZEB study to determine the appropriate technologies for its fleet, whether battery-electric buses (BEBs), that ‘fuel’ or charge in the bus garage and/or on-route, or hydrogen fuel cell electric buses (FCEBs) that are fueled with hydrogen. BEBs and FCEBs are costly vehicles, nearly one-and-a-half to triple the cost of diesel-powered vehicles. EDT will need to replace its fleet of 35-ft buses according to the ICT schedule.

Furthermore, the ICT regulation also requires that beginning in 2026, if Altoona-test models are available, agencies must also begin replacing articulated, over-the-road, double-decker, or cutaway buses. EDT currently operates diesel-powered motor coaches on its commuter services, so these buses would need to be transitioned; moreover, gasoline-powered cutaways used for demand-response service will also need to be transitioned to ZE.

Finally, EDT will need to invest heavily in infrastructure for ZEBs, whether BEB or FCEB. For BEBs, electric utility upgrades will need to be coordinated with PG&E, and BEB chargers will need to be procured, installed, and hooked-up prior to BEB acceptance. For FCEBs, EDT may need to construct an on-site fueling yard for hydrogen or look for offsite opportunities, although currently, very few hydrogen fueling stations are available.

COST SUMMARY (ESTIMATE)

	<u>Adopted Budget</u>
Zero Emission Vehicles and Infrastructure	<u>\$8,280,000</u>
<i>Total Project Estimate</i>	<u>\$8,280,000</u>

FUNDING SOURCES

Low Carbon Transit Operations Program (LCTOP) FY 2020/21	\$ 140,523
Low Carbon Transit Operations Program (LCTOP) FY 2021/22	\$ 378,215
Funding Pending	<u>\$7,761,262</u>
<i>Total Revenue</i>	<u>\$8,280,000</u>

Adopted into CIP	Status	Estimated Completion Date
FY 2021 / 2022	Active	FY 2025 / 2026

Bass Lake Park & Ride – Phase I

Project No. 22-04

All work related to the completion of the Bass Lake Hills Park and Ride, during or after preliminary construction of the facility.

The El Dorado County Transit Authority Park-and-Ride Facilities Master Plan (2017) identified the Bass Lake Hills Park and Ride location as the #3 Priority Site for development. The assumption was that the land for the facility would come from development activity within the Bass Lake Hill Specific Plan. In 2018, through Irrevocable Offers of Dedication provided by a developer, El Dorado Transit took title to portions of two parent parcels on the west side of Bass Lake Road at the future Country Club Drive, totaling 2.4 acres. Rough grading of the site, as part of the reconstruction of Bass Lake Road at the Country Club Drive intersection, was completed in 2020. More recently, a Condition of Approval for the Bass Lake North subdivision will require the developer to construct 100 spaces of the park and ride facility. That construction will create the basic park and ride facility, which includes drainage, finish grading and paving, and construction may begin in the 21/22 FY.

Additional improvements that will be needed to be able to place the facility in service, include signage, landscaping and lighting, bus shelters and EV charging stations.

<i>COST SUMMARY (ESTIMATE)</i>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
Bass Lake Park & Ride	\$ 380,000	\$ 780,000
10% Contingency	<u>\$ 38,000</u>	<u>\$ 38,000</u>
<i>Total Project Cost</i>	<u>\$ 418,000</u>	\$ 818,000

FUNDING SOURCE

Federal Transit Administration (FTA)		
Section 5307 – Capital FY 2021	\$ 300,000	\$ 300,000
Section 5307 – Capital FY 2022		\$ 400,000
Transportation Development Act (TDA)	<u>\$ 118,000</u>	<u>\$ 118,000</u>
<i>Total Revenue</i>	<u>\$ 418,000</u>	\$ 818,000

Adopted into CIP	Status	Estimated Completion Date
FY 2021 / 2022	Active	FY 2025 / 2026

Scheduling and Dispatching Software Replacement

Project No. 22-05

This project will replace the current software that is used for Demand Response scheduling and dispatching that was purchased in 2012. New software technologies can offer a more robust system that will be more customer responsive.

COST SUMMARY (ESTIMATE)

	<u>Adopted Budget</u>
Dispatching Software	\$120,000
Contingency 10%	<u>\$ 12,000</u>
<i>Total Project Cost</i>	<i>\$132,000</i>

FUNDING SOURCES

Federal Transit Administration (FTA) Rural 5310 Grant	\$ 60,000
Federal Transit Administration (FTA) Urban 5310 Grant	\$ 60,000
Transportation Development Act	<u>\$ 12,000</u>
<i>Total Revenue</i>	<i>\$132,000</i>

Adopted into CIP	Status	Estimated Completion Date
FY 2021 / 2022	Active	FY 2023 / 2024

Administration / Maintenance Facility Equipment

Project No. 23-01

El Dorado Transit may have the need during the Fiscal Year 2022/23 to procure items considered incidental in nature but are above the \$1,000 threshold that designates an asset posted to the depreciation schedule. Examples of this would include the replacement of small office equipment/furniture and/or replacement of Maintenance equipment.

Adoption of the project and budget allows transit staff to procure small items in a timely manner with the least amount of inconvenience to the public and staff. Individual purchase orders for this project will be presented to the Board for approval if they exceed the \$25,000 per purchase limit or if a budget increase is requested.

<i>COST SUMMARY (ESTIMATE)</i>	Adopted <u>Budget</u>
Admin./Maintenance Facility Equipment	<u>\$40,000</u>
<i>Total Project Cost</i>	<u>\$40,000</u>

FUNDING SOURCES

Transportation Development Act (TDA)	<u>\$40,000</u>
<i>Total Revenue</i>	<u>\$40,000</u>

Adopted into CIP	Status	Estimated Completion Date
FY 2022 / 2023	Active	FY 2022 / 2023

El Dorado County Transit Authority
Capital Improvement Plan Budget FY 2022/23

Status	CIP Project Number	Project Description	Completion Estimate (FY)	Project Budget	FY 2022/23 Expenditures	STA* \$4,694,171	FTA Section 5307 \$700,000	FTA Section 5310 \$188,200	LCTOP \$518,738	Unfunded	
ACTIVE	18-02	Bus Shelter Amenities (5 yr. plan)	2022/23	\$165,000	\$50,000	\$165,000				\$0	
ACTIVE	20-04	Maintenance Facility Swamp Cooler and Steam Cleaner Modifications	2024/25	\$151,335	\$59,372	\$151,335				\$0	
ACTIVE	20-06	Vehicle Replacement - Demand Response - Transit Van	2023/24	\$86,900	\$86,900	\$18,700		\$68,200		\$0	
ACTIVE	21-02	Vehicle Replacement - Maintenance Truck	2022/23	\$31,095	\$31,095	\$31,095				\$0	
ACTIVE	22-02	Park and Ride Parking Lot Resurfacing	2025/26	\$250,000	\$30,000	\$250,000				\$0	
ACTIVE	22-03	Zero Emission Vehicles and Infrastructure	2025/26	\$8,280,000	\$0	\$3,800,000			\$518,738	\$3,961,262	
ACTIVE	22-04	Bass Lake Park & Ride - Phase I	2025/26	\$818,000	\$0	\$118,000	\$700,000			\$0	
ACTIVE	22-05	Scheduling and Dispatching Software Replacement	2023/24	\$132,000	\$0	\$12,000		\$120,000		\$0	
ACTIVE	23-01	Administration / Maintenance Facility Equipment (recurring)	2022/23	\$40,000	\$40,000	\$40,000				\$0	
Project Totals					\$9,954,330	\$297,367	\$4,586,130	\$700,000	\$188,200	\$518,738	\$3,961,262
Remaining Funds Available							\$108,041	\$0	\$0	\$0	-\$3,961,262

*Balance Per FY 2020/21 Audited Financials minus FY 2021/22 expenditures to date

Project Status: In Progress Funded Unfunded

AGENDA ITEM 3 A
Information Item

MEMORANDUM

DATE: October 26, 2022

TO: El Dorado County Transit Authority
Transit Advisory Committee

FROM: Matthew Mauk, Executive Director

SUBJECT: Total Compensation Study Final Report and Implementation of Revised Personnel Allocation and Salary Schedule

REQUESTED ACTION:
BY MOTION,

No Action Required. Information Item Only.

BACKGROUND

In an ongoing effort to recognize employees for the level and scope of work they perform and to ensure employees are paid fairly and competitively, the El Dorado County Transit Authority (El Dorado Transit/EDCTA) periodically contracts with a qualified consultant firm to conduct a comprehensive compensation study. Compensation studies are an effective means to objectively analyze and compare wages and the cost of benefits within the job market relative to the agency's current pay ranges and benefit offerings. Following a competitive solicitation, El Dorado Transit retained Koff & Associates (K&A) consulting firm in December 2021 to develop an updated compensation and benefit study for the agency. The agency's previous compensation and classification study was completed in 2017, also by K&A.

On September 1, 2022, the El Dorado Transit Board of Directors received K&A's Total Compensation Study Final Report, July 22, 2022 (Report), which included wage and benefit comparisons of seventeen (17) benchmark job classifications based on data from ten (10) comparator transit agencies. The Report summarized the consultant's findings and recommendations as follows:

- The EDCTA's base salaries, overall, in comparison to the market median are 19.1% below the market.
- The EDCTA's total compensation, overall, in comparison to the market median is 8.2% below the market.
- The EDCTA's benefits package puts the EDCTA in a more competitive position compared to the market, and, therefore, salary decisions should be based on total compensation versus base salary market results.
- K&A considers a classification falling within 5% of the median to be competitive.

The full Total Compensation Study Final Report, July 22, 2022, is available for review at <https://eldoradotransit.com/document-library/>

DISCUSSION

The market base and total compensation findings for each existing job classification surveyed in the Report are listed below, using the median base salaries and median total compensation results, arranged in descending alphabetical order. The percentile represents the difference between the agency's top monthly base salary/total compensation for each classification and the median base salary/total compensation of the comparator agencies at the time.

Classification	Base Top Monthly Salary % above or below Median	Total Compensation % above or below Median
Administrative Coordinator	-26.0%	-13.0%
Custodian	-23.9%	-4.6%
Equipment Technician II	-25.5%	-5.4%
Finance Manager	-13.4%	-18.5%
Fiscal Technician II	-7.8%	-7.5%
Human Resources Manager	-16.3%	-8.4%
Maintenance and Facilities Supervisor	-30.3%	-17.9%
Maintenance Technician	-22.8%	-21.0%
Office Assistant II	-22.0%	-10.3%
Operations Manager	-12.7%	-6.6%
Planning and Marketing Manager	Insufficient Data Available	Insufficient Data Available
Safety Coordinator	-28.4%	-26.5%
Transit Dispatcher	-2.6%	2.2%
Transit Operations Supervisor	-11.5%	-5.8%
Transit Operator	-8.3%	-8.0%

The Report stated that overall, classifications were 19.1% below the market median for base salaries. However, that figure changes to 8.2% below the market median for total compensation indicating that El Dorado Transit gains a significant competitive advantage when taking the value of its benefit package into consideration. The key factors for this are the agency's

contribution to health and dental insurance and its use of a single highest year formula for its retirement system. The Study did not propose changes to benefit levels.

At the regular El Dorado Transit Board of Director's meeting on October 6, 2022, staff supported the Report's recommendation to revise the salary structure/schedule and endorsed the option of implementation in phases to align compensation rates for each job classification more closely to the market median. With the requested action, staff proposed the first of a planned two (2) phases of salary increases to be effective at the start of the next full pay period on October 8, 2022. A second phase of salary schedule adjustments is anticipated for the next fiscal year beginning July 1, 2023, assuming budget availability. The recommended action outlined below largely maintains the internal alignment of the existing salary structure, while significantly advancing the goal of achieving a competitive compensation structure within current fiscal constraints.

Recognizing the recent effects of inflation on employees, staff recommended moving current incumbents into the salary step within the proposed compensation structure that is at least 5% above their hourly compensation at the time. Staff further recommended extending the salary range to include all seven (7) steps for Transit Operators and Transit Dispatchers designated as Extra Help, to match the salary range available to regular employees in the same positions. Extra Help employees are vital to ensure coverage of open work shifts, minimizing service disruptions, and reducing the need for overtime.

Based on staff's recommendation, the Board approved Resolution No. 22-29 resulting in the following actions:

- Adoption of the revised Salary Structure (Exhibit A).
- Adoption of the revised Salary Schedule by Job Classification for FY 2022/23 (Attachment B). Note: The action established a salary range for a new Dispatch Supervisor position approved earlier in the meeting. The salary bands for the Executive Director and Transit Operator job classifications are listed for reference but were agreed by separate action.
- Approval to move current incumbents (excluding those in the Executive Director and Transit Operator classifications) into the salary step within the new Salary Schedule that is at least five percent (5%) higher, effective October 8, 2022.
- Approval to extend the salary range for the Extra Help Transit Operator and Extra Help Transit Dispatcher job classifications to include seven (7) steps.

FISCAL IMPACT

Projected impacts to payroll expenses include increased wages, payroll taxes, employer contributions for retirement, and workers compensation premiums. The total cost increase of the actions is projected to be \$112,744 for the remainder of the current Fiscal Year 2022/23. The action did not require an increase to the adopted Operating Budget.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 22-29**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
EL DORADO COUNTY TRANSIT AUTHORITY APPROVING A REVISED SALARY
STRUCTURE AND SALARY SCHEDULE, IMPLEMENTING SALARY ADJUSTMENTS
FOR THE UNREPRESENTED AND MANAGEMENT PERSONNEL**

WHEREAS, Article 3.1 of the El Dorado County Transit Authority Personnel Policies and Procedures Manual (Manual) provides that a salary schedule shall be established by Resolution of the Board of Directors (Board) of El Dorado County Transit Authority (Authority); and

WHEREAS, the Manual further states “The monthly salary rates are also listed for the purpose of convenience in quotation of monthly salaries and computations for purposes of paying employees shall be on the basis of hourly rates”; and

WHEREAS, the Authority retained Koff & Associates to prepare a comprehensive compensation and benefit study that analyzes and compares market based wages and the value of employee benefits relative to the Authority’s current pay ranges and benefit offerings; and

WHEREAS, the Board reviewed the study in open session at the September 1, 2022 meeting of the Authority; and

WHEREAS, it is appropriate to make certain adjustments in the salary structure and schedule for the unrepresented and management personnel of the Authority.

NOW, THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The salary structure attached as Exhibit A is hereby approved and shall be effective the first full pay period following the adoption of this resolution.

2. The salary schedule by classification attached hereto as Exhibit B for the unrepresented and management employees of the Authority is hereby approved and will be effective the first full pay period following adoption of this resolution. The schedule by classification for the Transit Operators is separately addressed in the Memorandum of Understanding between the Authority and the Transit Operators Bargaining Unit.

3. Incumbents (excluding the Executive Director and Transit Operator positions) shall be moved into the recommended salary schedule at a step closest to, but not less than five percent (5%) higher than their current compensation level, effective the first full pay period following adoption of this resolution.

4. The Authority will extend the salary range for the Extra Help Transit Operator and Extra Help Transit Dispatcher job classifications to include seven (7) steps.

5. The Board reserves the right to suspend, modify or freeze all or any part of this resolution, the salary schedule, or anticipated advances or step increases on the salary schedule in

EXHIBIT A

the event of economic hardship or a financial shortfall in the El Dorado County Transit Authority budget.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board held on the 6th day of October 2022, by the following vote of said Board.

AYES:

NOES:

ABSTAIN:

ABSENT:

John Hidahl, Chairperson

APPROVED AS TO FORM:

Megan Wilcher, Secretary to the Board

El Dorado County Transit Authority
APPROVED SALARY SCHEDULE FOR FISCAL YEAR 2022/23

JOB CLASSIFICATION	STEP	1	2	3	4	5	6	7
ADMINISTRATIVE COORDINATOR - UR	Hourly	23.59	24.76	26.00	27.30	28.67	30.10	31.61
	Monthly	4,088.08	4,292.49	4,507.11	4,732.47	4,969.09	5,217.54	5,478.42
CUSTODIAN - UR	Hourly	15.50	16.27	17.09	17.94	18.84	19.78	20.77
	Monthly	2,686.67	2,821.00	2,962.05	3,110.15	3,265.66	3,428.94	3,600.39
DISPATCH SUPERVISOR - UR	Hourly	20.85	21.89	22.98	24.13	25.34	26.61	27.94
	Monthly	3,613.27	3,793.93	3,983.63	4,182.81	4,391.95	4,611.55	4,842.13
EQUIPMENT TECHNICIAN I - UR	Hourly	21.90	23.00	24.15	25.35	26.62	27.95	29.35
	Monthly	3,796.19	3,986.00	4,185.30	4,394.56	4,614.29	4,845.01	5,087.26
EQUIPMENT TECHNICIAN II - UR	Hourly	24.17	25.38	26.65	27.99	29.38	30.85	32.40
	Monthly	4,190.28	4,399.80	4,619.79	4,850.78	5,093.32	5,347.98	5,615.38
EXECUTIVE DIRECTOR - CONTRACT	Hourly	55.48	58.25	61.17	64.23	67.44	70.81	74.35
	Monthly	9,616.53	10,097.36	10,602.28	11,132.51	11,689.25	12,273.73	12,887.51
FINANCE MANAGER - UR / C / M	Hourly	40.60	42.63	44.77	47.00	49.35	51.82	54.41
	Monthly	7,037.92	7,389.82	7,759.31	8,147.28	8,554.64	8,982.37	9,431.49
FISCAL TECHNICIAN I - UR	Hourly	18.89	19.83	20.82	21.86	22.96	24.10	25.31
	Monthly	3,273.44	3,437.12	3,608.97	3,789.42	3,978.89	4,177.83	4,386.73
FISCAL TECHNICIAN II - UR	Hourly	21.90	23.00	24.15	25.35	26.62	27.95	29.35
	Monthly	3,796.19	3,986.00	4,185.30	4,394.56	4,614.29	4,845.01	5,087.26
HUMAN RESOURCES MANAGER - UR / C / M	Hourly	38.65	40.58	42.61	44.74	46.98	49.32	51.79
	Monthly	6,698.80	7,033.74	7,385.42	7,754.70	8,142.43	8,549.55	8,977.03
MAINTENANCE AND FACILITIES SUPERVISOR - UR	Hourly	28.74	30.17	31.68	33.27	34.93	36.68	38.51
	Monthly	4,980.93	5,229.98	5,491.48	5,766.05	6,054.35	6,357.07	6,674.92
MAINTENANCE TECHNICIAN - UR	Hourly	19.84	20.83	21.88	22.97	24.12	25.32	26.59
	Monthly	3,439.16	3,611.12	3,791.68	3,981.26	4,180.32	4,389.34	4,608.80
OFFICE ASSISTANT I - UR	Hourly	15.50	16.27	17.09	17.94	18.84	19.78	20.77
	Monthly	2,686.67	2,821.00	2,962.05	3,110.15	3,265.66	3,428.94	3,600.39
OFFICE ASSISTANT II - UR	Hourly	17.11	17.96	18.86	19.81	20.80	21.84	22.93
	Monthly	2,965.58	3,113.86	3,269.55	3,433.03	3,604.68	3,784.91	3,974.16
OPERATIONS MANAGER - UR / C / M	Hourly	42.66	44.79	47.03	49.38	51.85	54.44	57.17
	Monthly	7,394.22	7,763.93	8,152.13	8,559.73	8,987.72	9,437.10	9,908.96
PLANNING & MARKETING MANAGER - UR / C / M	Hourly	34.16	35.87	37.66	39.54	41.52	43.60	45.78
	Monthly	5,920.76	6,216.80	6,527.64	6,854.02	7,196.72	7,556.56	7,934.39
SAFETY COORDINATOR - UR	Hourly	29.45	30.93	32.47	34.10	35.80	37.59	39.47
	Monthly	5,105.45	5,360.73	5,628.76	5,910.20	6,205.71	6,516.00	6,841.80
TRANSIT DISPATCHER - UR	Hourly	17.98	18.87	19.82	20.81	21.85	22.94	24.09
	Monthly	3,115.71	3,271.50	3,435.07	3,606.82	3,787.17	3,976.52	4,175.35
EXTRA HELP TRANSIT DISPATCHER - UR	Hourly	17.98	18.87	19.82	20.81	21.85	22.94	24.09
	Monthly	3,115.71	3,271.50	3,435.07	3,606.82	3,787.17	3,976.52	4,175.35
TRANSIT OPERATOR - FULL TIME - R	Hourly	19.55	20.53	21.56	22.63	23.77	24.95	26.20
	Monthly	3,388.67	3,558.19	3,736.20	3,923.05	4,119.27	4,325.36	4,541.68
TRANSIT OPERATOR - PART TIME - R	Hourly	19.55	20.53	21.56	22.63	23.77	24.95	26.20
	Monthly	3,388.67	3,558.19	3,736.20	3,923.05	4,119.27	4,325.36	4,541.68

El Dorado County Transit Authority
APPROVED SALARY SCHEDULE FOR FISCAL YEAR 2022/23

JOB CLASSIFICATION	STEP	1	2	3	4	5	6	7
EXTRA HELP TRANSIT OPERATOR - UR	Hourly	19.55	20.53	21.56	22.63	23.77	24.95	26.20
	Monthly	3,388.67	3,558.19	3,736.20	3,923.05	4,119.27	4,325.36	4,541.68
TRANSIT OPERATIONS SUPERVISOR - UR	Hourly	26.68	28.02	29.42	30.89	32.43	34.06	35.76
	Monthly	4,625.29	4,856.55	5,099.38	5,354.35	5,622.07	5,903.17	6,198.33

UR = Unrepresented
R = Represented
C = Confidential
M = Management

Unrepresented and Management; Resolution 22-29 Proposed October 6, 2022- Effective October 8, 2022
Represented; Board Ratified July 14, 2022; Effective July 2, 2022

AGENDA ITEM 3 B
Information Item

MEMORANDUM

DATE: October 26, 2022

TO: El Dorado County Transit Authority
Transit Advisory Committee

FROM: Matthew Mauk, Executive Director

SUBJECT: Implementation of Revised Personnel Allocation Table and
Organization Chart

REQUESTED ACTION:
BY MOTION,

No Action Required. Information Item Only

BACKGROUND

During budget workshops in December 2021, management recognized the need for additional staff in the Operations Department to provide more direct supervision over the Dispatch team and to improve overall productivity. It was determined that a recommendation would be taken to the Board to revise the adopted Personnel Allocation Table for FY 2022/23 adding a *Dispatch Supervisor* position. The proposed addition would provide relief to overburdened supervisory staff, and support in additional areas of work including administrative and technical support to the Operations Manager, day-to-day supervision and direct oversight of dispatch functions, transit scheduling, and responding to passenger and public requests for service.

DISCUSSION

At the regular El Dorado Transit Board of Director's meeting on October 6, 2022, staff requested the Board consider the added value of the new Dispatch Supervisor job classification. Per staff's recommendation, the Board adopted Resolution No. 22-27 revising the Personnel Allocation Table for FY 2022/23 (Exhibit A) and adopting the corresponding Organization Chart (Exhibit B) adding one (1) FTE for Dispatch Supervisor and eliminating one (1) unfilled Transit Operations Supervisor position. A full job description for the new position was also adopted at the time.

FISCAL IMPACT

The fiscal impact of the change is projected to produce a net reduction of adopted \$26,000 in salary and benefits costs for the remainder of the current fiscal year, as the salary band for the new position is lower than that of the Transit Operations Supervisor position being eliminated.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 22-27**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY
TRANSIT AUTHORITY ADOPTING THE REVISED PERSONNEL ALLOCATION PLAN
FOR FISCAL YEAR 2022/23**

WHEREAS, the Governing Board of El Dorado County Transit Authority is authorized to adopt an annual fiscal year personnel allocation plan; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of El Dorado Transit:

1. The Board adopts the attached Personnel Allocation Table as a maximum allocation of personnel for the fiscal year 2022/23.
2. The Board authorizes the Executive Director to utilize extra-help employees as necessary to meet the service needs of the public.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board held on the 6th day of October 2022, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

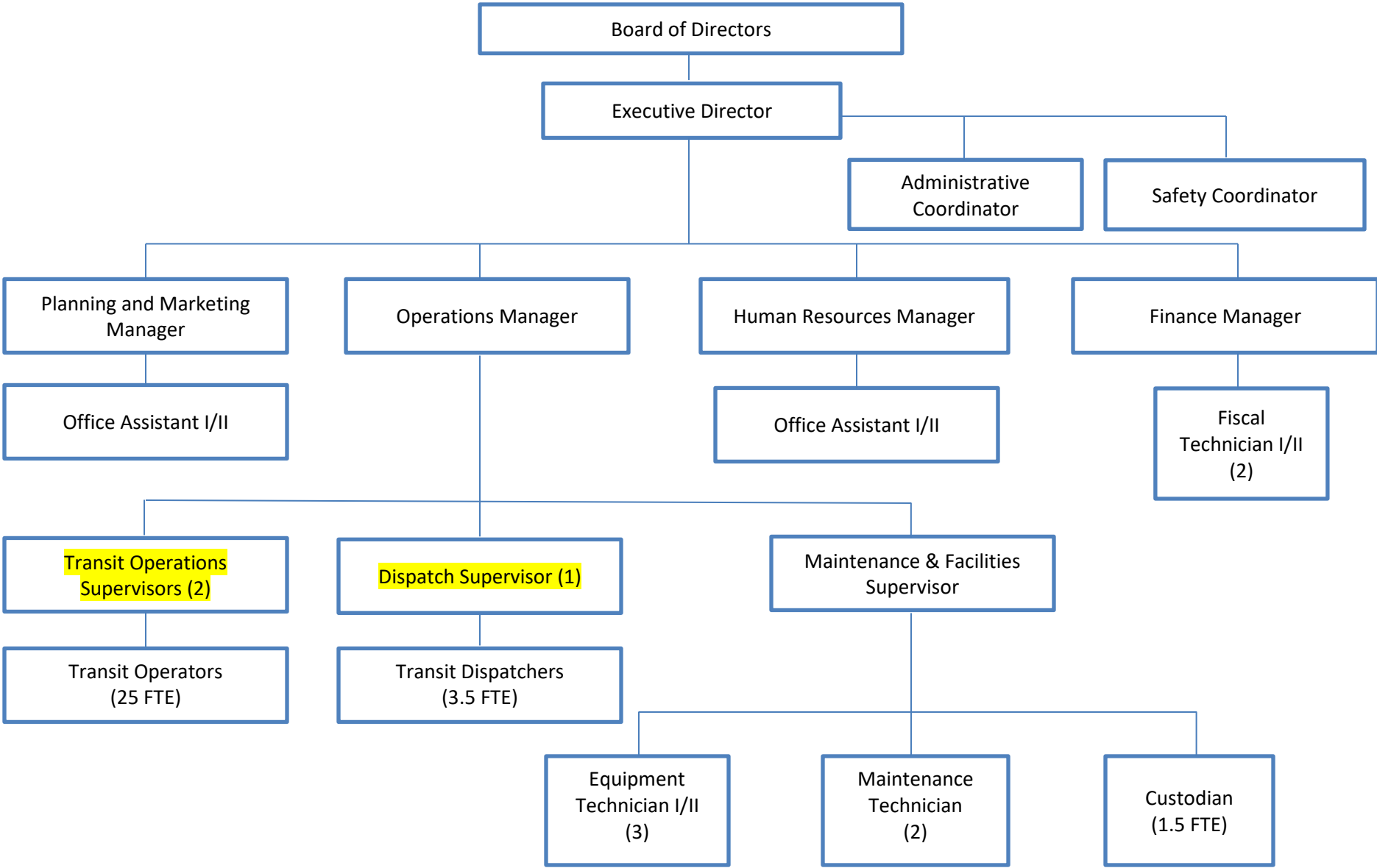
John Hidahl, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

**EL DORADO COUNTY TRANSIT AUTHORITY
PROPOSED ORGANIZATIONAL CHART
FISCAL YEAR 2022/2023**

EXHIBIT B



AGENDA ITEM 3 C
Information Item

MEMORANDUM

DATE: October 26, 2022

TO: El Dorado County Transit Authority
Transit Advisory Committee

FROM: Brian James, Planning and Marketing Manager

SUBJECT: Ridership Reports

REQUESTED ACTION:

BY MOTION,

No Action Required. Information Item Only.

BACKGROUND

The El Dorado County Transit Authority (El Dorado Transit) staff tracks and reports fiscal year-to-date ridership for On-Demand and Fixed Route services. In addition, The El Dorado County Transit Authority (El Dorado Transit) once again provided the El Dorado County Fair Shuttle on June 16-19, 2022. The shuttle ran from ½ hour before opening to ½ hour after closing each of the four days of the Fair. This was the thirtieth (30th) year that El Dorado Transit has provided an El Dorado County Fair Shuttle. Service was provided from two (2) different parking locations including the Library/Government Center on Ray Lawyer Drive and the Ray Lawyer Drive Park and Ride. The Fair shuttle service was funded by a grant from the El Dorado County Air Quality Management District under the AB2766 program, and with support from the El Dorado County Fair Association.

DISCUSSION

El Dorado Transit continues to experience ridership deficits compared to pre-pandemic levels, but ridership is continuing to improve on most services. Increased gas prices may also be continuing to have a positive impact on ridership.

Systemwide passenger trips in Fiscal Year 2021/22 increased by 11.1% compared to the previous year. Passengers per Revenue Hour increased from 3.4 to 3.7 or 8.5%. Demand Response ridership increased by 55.2%, Local Fixed Route ridership decreased by 5.2%, and Commuter ridership increased by 96.4%.

Systemwide year to date passenger trips in Fiscal Year 2022/23 increased by 32.2% compared to the previous year. Passengers per Revenue Hour increased from 3.3 to 4.5 or 37.4%. Demand Response ridership increased by 21.1%, Local Fixed Route ridership increased by 23.9%, and Commuter ridership increased by 74.7%. It should be noted that the Caldor Fire had a negative effect on available services from August 18, 2021 to September 23, 2021 which had a direct impact on ridership numbers.

During the 2022 Fair Shuttle, El Dorado Transit provided 10,543 passenger trips for an average of just over 2,600 people per day. This was an increase of 422 passengers or 5.2 percent compared to the last time the Fair was held in 2019. Overall, the 2022 Fair Shuttle operation went smoothly with very positive feedback from passengers. The only disruptions in service were caused by event traffic stoppages on Placerville Drive.

The Fiscal Year 2021-22 ridership report summary, the Fiscal Year 2022-23 Year-to-Date ridership report summary, and the Fair Shuttle Ridership summary are attached, comparing the current fiscal years to the previous fiscal years.

Fiscal Ridership Report

July 2021 - June 2022

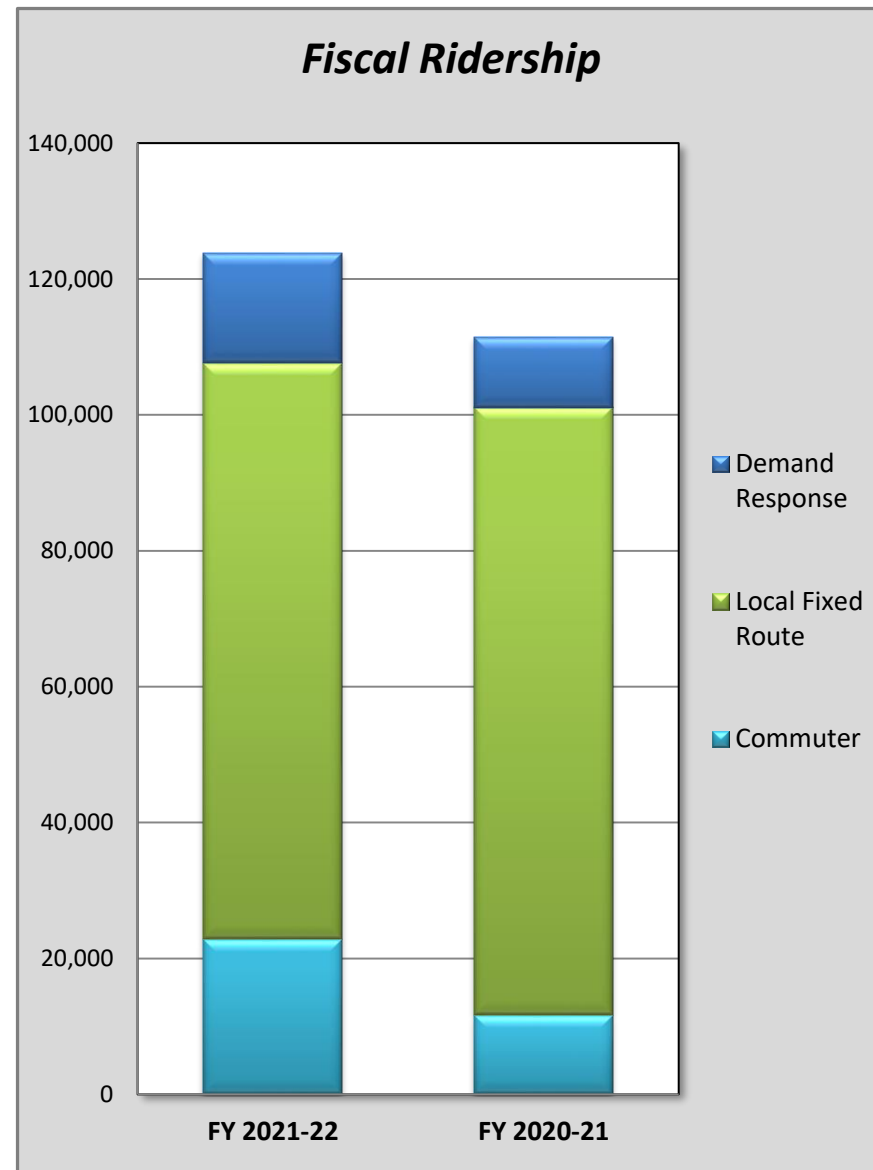


Demand Response	FY 2021-22	FY 2020-21	% Change
Dial-a-Ride	6,986	6,258	11.6%
Sac-Med	370	247	49.8%
ADA Paratransit	2,779	1,718	61.8%
M.O.R.E.*	6,097	2,238	172.4%
Senior Day Care*	0	0	0.0%
Total Demand Response	16,232	10,461	55.2%

Local Fixed Route	FY 2021-22	FY 2020-21	% Change
20 - Placerville	12,540	12,442	0.8%
25 - Saturday Express	2,301	3,516	-34.6%
30 - Diamond Springs	9,644	9,463	1.9%
35 - Diamond Springs Saturday	710	1,003	-29.2%
40 - Cameron Park	10,333	10,246	0.8%
50x - 50 Express	34,407	35,835	-4.0%
60 - Pollock Pines	14,838	16,893	-12.2%
Total Local Fixed Route	84,773	89,398	-5.2%

Commuter	FY 2021-22	FY 2020-21	% Change
Sacramento Commuter	16,085	11,503	39.8%
Reverse Commuter	230	143	60.8%
Sacramento/Tahoe Connector	6,560	0	100.0%
Total Commuter	22,875	11,646	96.4%

	FY 2021-22	FY 2020-21	% Change
Systemwide	123,880	111,505	11.1%
Passengers per Revenue Hour	3.7	3.4	8.5%



*Contracted Services - Ridership Determined by Client Enrollment

Fiscal Year-to-Date Ridership Report

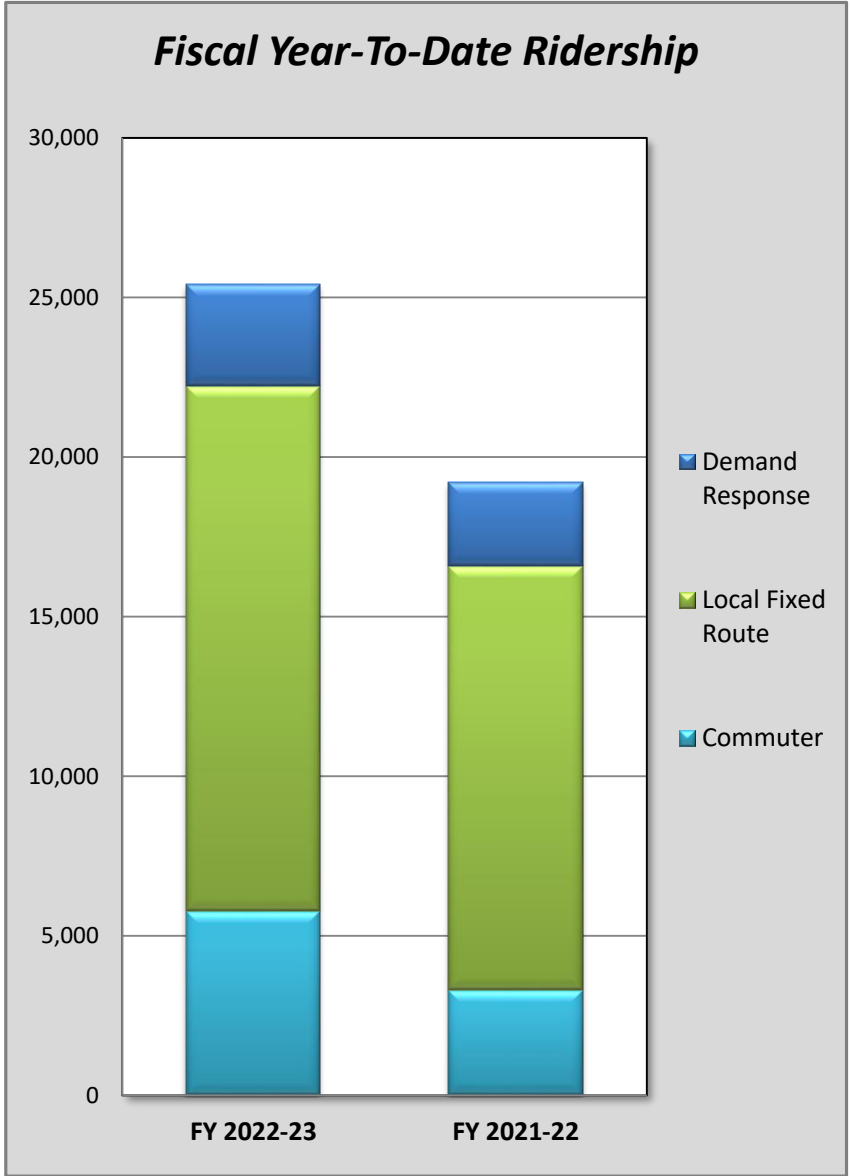
July 2022 - August 2022

Demand Response	FY 2022-23	FY 2021-22	% Change
Dial-a-Ride	1,445	1,116	29.5%
Sac-Med	34	44	-22.7%
ADA Paratransit	450	458	-1.7%
M.O.R.E.*	1,145	1,025	11.7%
Senior Day Care*	0	0	0.0%
My Ride	127	0	100.0%
Total Demand Response	3,201	2,643	21.1%

Local Fixed Route	FY 2022-23	FY 2021-22	% Change
20 - Placerville	2,626	2,011	30.6%
25 - Saturday Express	0	551	-100.0%
30 - Diamond Springs	1,860	1,394	33.4%
35 - Diamond Springs Saturday	0	162	-100.0%
40 - Cameron Park	2,019	1,542	30.9%
50x - 50 Express	6,833	5,598	22.1%
60 - Pollock Pines	3,120	2,026	54.0%
Total Local Fixed Route	16,458	13,284	23.9%

Commuter	FY 2022-23	FY 2021-22	% Change
Sacramento Commuter	3,809	2,392	59.2%
Reverse Commuter	37	9	311.1%
Sacramento/Tahoe Connector	1,908	892	113.9%
Total Commuter	5,754	3,293	74.7%

	FY 2022-23	FY 2021-22	% Change
Systemwide	25,413	19,220	32.2%
Passengers per Revenue Hour	4.5	3.3	37.4%

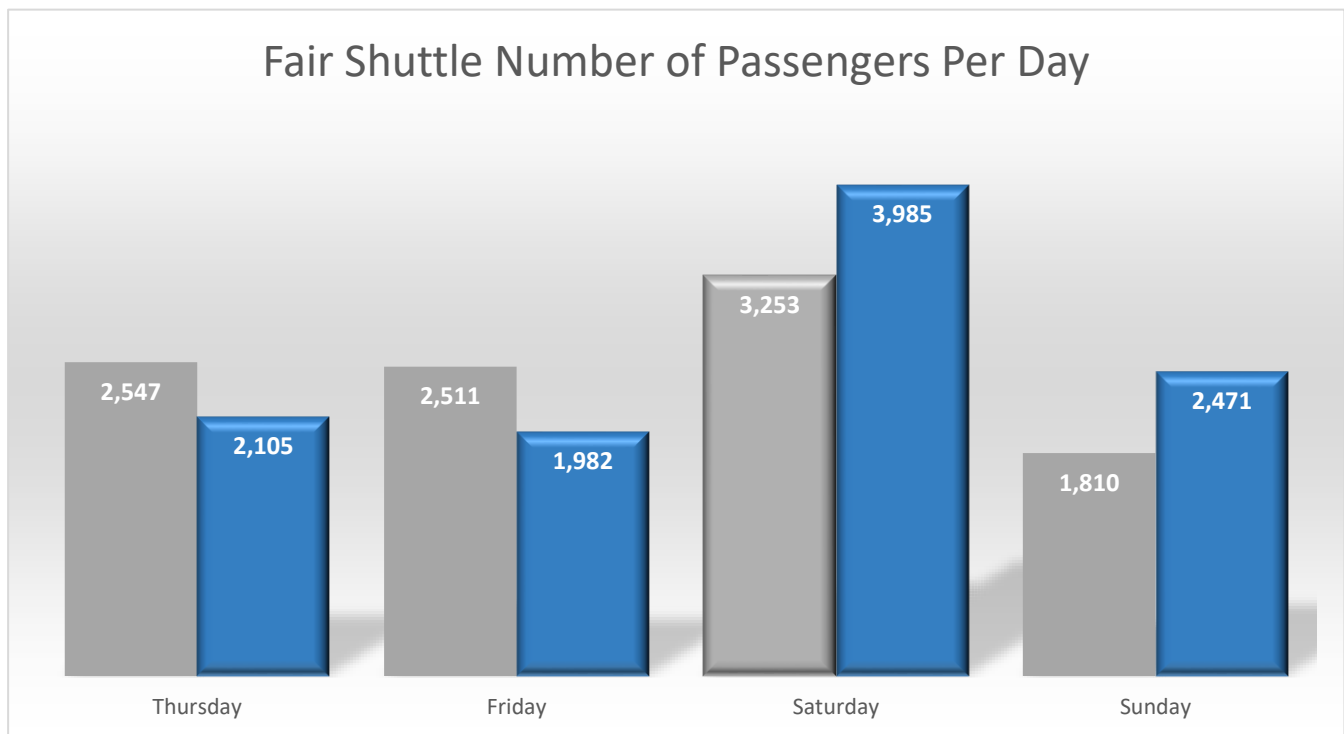


*Contracted Services - Ridership Determined by Client Enrollment

El Dorado County Fair Shuttle Ridership Comparison



Day	2019 Trips	2022 Trips	Difference	% Difference
Thursday	2,547	2,105	-442	-17.4%
Friday	2,511	1,982	-529	-21.1%
Saturday	3,253	3,985	732	22.5%
Sunday	1,810	2,471	661	36.5%
Total	10,121	10,543	422	5.2%





Newsletter

July - September
Volume 6 – Number 3



El Dorado Transit Annual Safety Awards

El Dorado Transit is pleased to acknowledge seventeen (17) of its eligible Transit drivers for earning a Safe Driving Award for 2021. Safety awards are presented annually to El Dorado Transit drivers that have not been involved in any on-the-job moving violations or chargeable accidents, having worked a minimum of 1800 hours during the calendar year. Among the honorees for 2021 were drivers receiving awards ranging from one (1) year, up to twelve (12) consecutive years of safe driving. These included veteran drivers John Hill (2 years of safe driving), Julie Lirette (3 years of safe driving), and Arthur Laarveld (7 years of safe driving).

El Dorado Transit drivers are trained and licensed to operate a wide variety of transit vehicles. They skillfully navigate a wide array of driving conditions from downtown Sacramento to the mountains in eastern El Dorado County. In 2021, El Dorado Transit drivers provided 112,600 passenger trips, traveled 687,467 miles, and clocked 41,303 hours in passenger service.

El Dorado Transit drivers continued to demonstrate exceptional driving skill in 2021 and consistently provided safe service to the riding public. The El Dorado Transit Board of Directors and management is proud to highlight the outstanding caliber of all our drivers and thanks them for their exceptional service to the public.



El Dorado County Fair Free Shuttle a Success!

El Dorado Transit is pleased to report that 10,543 passengers took advantage of the free shuttle service to the 2022 El Dorado County Fair. The shuttle ran from ½ hour before opening to ½ hour after closing all four days of the Fair.

This was the thirtieth (30th) year that El Dorado Transit has provided an El Dorado County Fair Shuttle. Service was provided from two (2) different parking locations including the Library/Government Center on Ray Lawyer Drive and the Ray Lawyer Drive Park and Ride.

The Fair shuttle is funded by a grant from the El Dorado County Air Quality Management District with AB2766 funds, and with support from the El Dorado County Fair Association. El Dorado Transit would like to acknowledge our community partners at the El Dorado County Library and Government Center for their support in providing free parking for shuttle riders.



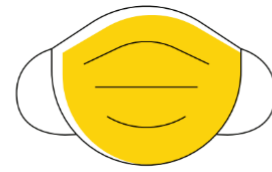
Summer Sale on Local Fixed Route Monthly Passes

El Dorado Transit is pleased to continue to offer discounted rates on Local Fixed routes. The summer sale on monthly passes for July, August and September 2022 are as follows:

- General Monthly Local Pass - \$20.00 (originally \$60.00)
- Senior/Disabled Monthly Local Pass - \$10.00 (originally \$30.00)
- Student K-12 Monthly Local Pass - \$10.00 (originally \$30.00)

*Students in grades K-12 can purchase a \$5 Student Summer Go Pass for the month of July.

For pass sales information please visit eldoradotransit.com/faresandpasses/.



MASK STRONGLY RECOMMENDED

El Dorado Transit highly recommends face masks be worn when riding on public transportation, but masks are no longer required.

The California Public Health Department **strongly recommends** that individuals continue to mask while on public transit and indoors in transit hubs to continue protecting our most vulnerable and those communities disproportionately impacted by COVID-19.

El Dorado Transit is Hiring!

El Dorado Transit is currently hiring. Competitive wages and benefits include; hiring bonus of up to \$2,000, paid training, CalPERS retirement, full health, dental and vision benefits, paid vacations and holidays.

Applications, job descriptions, and information can be found at the El Dorado Transit website in the Careers section or in the El Dorado Transit office located at 6565 Commerce Way in Diamond Springs.



Holiday Schedule

July – September Holiday Schedule

- Monday, July 4thIndependence Day
- Monday, September 5thLabor Day

No service except the Sacramento/ South Lake Tahoe Connecting bus will be the only operating service on a holiday schedule. For more information visit www.eldoradotransit.com.

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

SIGN UP FOR RIDER ALERTS



Routeshout 2.0



Newsletter

October - December
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Mileage Reimbursement Program

Guidelines

El Dorado Transit is excited to introduce the new My Ride mileage reimbursement program which enables seniors (60 or older), veterans, or disabled residents of El Dorado County (not including the Tahoe basin) who are registered for the My Ride program to reimburse their friends, neighbors, or family members for providing them with transportation in their personal vehicles. Trips can be 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.

How the Program Works

- Participants register for the My Ride program
- Participants recruit trusted friends, neighbors, or family and have them complete a registration form and a W-9 form.
- Participants track and record miles and driver information for each trip and submit completed monthly trip log by the 10th of the next month. El Dorado Transit will send reimbursement checks to registered volunteer drivers who provided transportation in that month

- Trips must begin or end in western El Dorado County.
- 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 from another organization.
- El Dorado Transit assumes riders will verify volunteer driver's license and insurance.
- El Dorado Transit reimburses by check at the current IRS issued standard mileage rate 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 10th 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.

Information and registration materials can be found on our website at eldoradotransit.com, and residents are welcome to call us or come by our office for more information.



Fall Sale on Local Fixed Route Monthly Passes

El Dorado Transit is pleased to continue to offer discounted rates on Local Fixed routes. The fall sale on monthly passes for October, November and December 2022 are as follows:

- General Monthly Local Pass - \$20.00 (originally \$60.00)
- Senior/Disabled Monthly Local Pass - \$10.00 (originally \$30.00)
- Student K-12 Monthly Local Pass - \$10.00 (originally \$30.00)

For pass sales information please visit eldoradotransit.com/faresandpasses/.

El Dorado Transit is Hiring!

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

[SIGN UP FOR RIDER ALERTS](#)



Routeshout 2.0

Free Rides for California Clean Air Day

In celebration of California Clean Air Day, El Dorado Transit has teamed up with other Sacramento area transit agencies to offer free rides on Wednesday, October 6, 2022. El Dorado Transit will offer free rides on the following services:

- Local Fixed Routes
- Sacramento Commuter Routes
- Dial-A-Ride
- ADA Paratransit

On Clean Air Day, help clear the air by trying an alternative form of transportation. Leave the car at home and try transit for free. Please visit eldoradotransit.com/news to see all participating transit agencies.



Holiday Schedule

October – December Holiday Schedule

Friday, November 11thVeteran’s Day
 Thursday, November 24thThanksgiving
 Friday, November 25th....Friday after Thanksgiving
 Saturday, December 24th.....Christmas Eve
 Sunday, December 25th.....Christmas Day

The Sacramento/ South Lake Tahoe Connecting bus will be the only service operating on listed holidays. For more information visit eldoradotransit.com.