



# EL DORADO TRANSIT

## EL DORADO COUNTY TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING

### AGENDA

**Thursday, April 6, 2023; 1:00 PM**

Regular Meeting

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

- John Clerici, Alternate for City Councilmembers
- Wendy Thomas, Alternate for Board of Supervisors, District III

Executive Director: Matthew Mauk

<p><b>In-Person</b></p> <p>County of El Dorado          Board of Supervisors Meeting Room          330 Fair Lane, Bldg. A          Placerville, CA 95667</p>	<p><b>Remotely</b></p> <p><b>By Computer:</b>  <a href="https://edcgov-us.zoom.us/j/86134567267">https://edcgov-us.zoom.us/j/86134567267</a></p> <p><b>By Phone:</b>          669-219-2599</p> <p><b>Meeting ID:</b>          861 3456 7267</p>
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Members of the public may call in during the meeting and are encouraged to submit public comment via email to [mwilcher@eldoradotransit.com](mailto:mwilcher@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 PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR**

The Board may make any necessary additions, deletions or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda with one single vote. A Board member may request an item to be removed from the Consent Calendar for discussion and possible action, and the item will be moved from Consent and heard as a separate item. Any member of the public may ask to address an item on the Consent Calendar prior to Board action.

**OPEN FORUM**

At this time, any person may comment on any item that is not on the agenda. Please state your name for the record. Action will not be taken on any item that is not on the agenda. Please limit your comments to no more than three (3) minutes. Please give any written material presented at the meeting to the clerk for public record.

<b>1.</b>	<b><u>CONSENT CALENDAR</u></b>	<b><u>PAGE</u></b>
	A. Approve Conformed Minutes of Regular Meeting March 2, 2023	5
	B. Receive and File February 2023 Check Registers	9
	C. Receive and File February 2023 Ridership Report	12
	D. Adopt Resolution No. 23-08 Authorizing the El Dorado County Transit Authority and the Executive Director to execute all documents for the Caltrans Division of Rail and Mass Transportation Low Carbon Transit Operations Program (LCTOP), Fiscal Year 2022/23	15
	E. Adopt Resolution No. 23-09 Authorizing the Executive Director to file a Transportation Development Act (TDA) Claim for Fiscal Year 2023/24	19
	F. 1. Adopt Revised Capital Improvement Plan Project #21-02	24
	2. Approve Purchase Order No. 28210 issued to Elk Grove Auto/Winner Chevrolet for the acquisition of one (1) Replacement Maintenance Truck	
	3. Authorize Executive Director to execute all documents related to these purchases within the scope of the Revised Capital Improvement Plan Project #21-02	

<b>2.     <u>ACTION ITEMS</u></b>	<b><u>PAGE</u></b>
A. Adopt Resolution No. 23-12 Approving a Fiscal Year 2023/24 Salary Schedule and implementing salary adjustments for Transit Operators, Unrepresented and Management Personnel	28
B. 1. Adopt Resolution No. 23-10 Approving the Fiscal Year 2023/24 Preliminary Operating Budget including Revisions	35
2. Adopt Resolution No. 22-11 Approving the Fiscal Year 2023/24 Preliminary Capital Budget	
3. Form an Ad Hoc Committee to review the proposed final Fiscal Year 2023/24 Operating and Capital Budgets	
4. Appoint the Chair and Vice-Chair to the Ad Hoc Budget Review Committee	
C. Adopt Resolution No. 23-13 designating an Operating Reserve Fund target of \$250,000 for Fiscal Year 2023/24	42
D. 1. Approval to schedule a Board Workshop on the Short-Range Transit Plan Update for the regular public meeting of the El Dorado County Transit Authority on May 4, 2023	47
2. Approval to move the starting time of the regular May 4, 2023, Board meeting up one (1) hour to 12:00 PM to allow time to accommodate the Board Workshop	
<b>3.     <u>INFORMATION ITEMS</u></b>	
A. 2022 Safe Driving Award Recipients	49
B. 2023 Quarter 2 Newsletter	51

**EXECUTIVE DIRECTOR REPORT \***

**BOARD MEMBER COMMENTS \***

**RECESS TO CLOSED SESSION**

Closed Personnel Session Pursuant to Government Code Section 54954.5 – PUBLIC EMPLOYEE PERFORMANCE EVALUATION Title: Executive Director

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

**RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS**

**ADJOURNMENT**

\* Verbal Report

NEXT REGULARLY SCHEDULED  
EL DORADO COUNTY TRANSIT AUTHORITY BOARD MEETING  
Thursday, May 4, 2023 1:00 P.M.  
County of El Dorado  
Board of Supervisors Meeting Room  
330 Fair Lane, Bldg A  
Placerville, CA 95667

*The El Dorado County Board of Supervisors Meeting Room is accessible for persons with disabilities. In compliance with the Americans with Disabilities Act, if you require modification or accommodation to participate in this meeting, please contact El Dorado County Transit Authority by telephone at (530) 642-5383 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.*

*The Agenda is also available on the website [www.eldoradotransit.com](http://www.eldoradotransit.com)*



# EL DORADO TRANSIT

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

Thursday, March 2, 2023; 1:00 PM  
Regular Meeting

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

- John Clerici, Alternate for City Councilmembers
- Wendy Thomas, Alternate for Board of Supervisors, District III

Executive Director: Matthew Mauk

<p><b>In-Person</b></p> <p>County of El Dorado Board of Supervisors Meeting Room 330 Fair Lane, Bldg. A Placerville, CA 95667</p>	<p><b>Remotely</b></p> <p><b>By Computer:</b> <a href="https://edcgov-us.zoom.us/j/86134567267">https://edcgov-us.zoom.us/j/86134567267</a></p> <p><b>By Phone:</b> 669-219-2599</p> <p><b>Meeting ID:</b> 861 3456 7267</p>
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**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

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

**ROLL CALL**

**Directors Present:** John Hidahl, Jackie Neau, George Turnboo, David Yarbrough

**Directors Absent:** Lori Parlin

A quorum was present.

**ADOPTION OF AGENDA AND APPROVAL OF CONSENT CALENDAR**

The Board may make any necessary additions, deletions or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda with one single vote. A Board member may request an item to be removed from the Consent Calendar for discussion and possible action, and the item will be moved from Consent and heard as a separate item. Any member of the public may ask to address an item on the Consent Calendar prior to Board action.

**M/S:** Turnboo/Yarbrough

**Ayes:** Hidahl, Neau, Turnboo, Yarbrough

**Absent:** Parlin

**OPEN FORUM**

None

**1. CONSENT CALENDAR**

- A. Approve Conformed Minutes of Regular Meeting February 2, 2023
- B. Receive and File January 2023 Check Registers
- C. Receive and File January 2023 Ridership Report
- D. Adopt Resolution No. 23-06 Authorizing Financial Transactions by Elected Officers and Executive Director
- E. **1.** Adopt Resolution No. 23-07 Authorizing the Executive Director to file a revised Transportation Development Act Claim for Fiscal Year (FY) 2022/23
- 2.** Authorize the Executive Director to execute all documentation needed to allow for the excess local Transportation Funds for FY 2021/22 of \$1,649,704 be deposited towards the Unfunded Liability for the California Public Employees Retirement System Classic Retirement plan

F. Approve Proposed Allocation Table and Proposed Organizational Chart for Fiscal Year 2023/24

G. Receive and File the **Fiscal Year 2022/23 6-Month Administrative Operations Report**

H. 1. Authorize the Executive Director to execute the attached draft professional services agreement with DanTec Associates for development of a Local Short-Range Transit Plan Update per RFQ #22-01, pending final approval by legal counsel  
2. Approve Purchase Order #28205 in the amount of \$125,000 for completion of professional services per the proposed Work Plan and Schedule

3. Authorize the Executive Director to execute change orders totaling an amount not to exceed five percent (5%) of the approved contract amount

2. **ACTION ITEMS**

A. Receive and File the proposed Fiscal Year 2023/24 Preliminary Operating Budget

**Receive and File only. No action taken.**

B. Receive and File the proposed Fiscal Year 2023/24 Preliminary Capital Plan and Budget

**Receive and File only. No action taken.**

**EXECUTIVE DIRECTOR REPORT \***

**BOARD MEMBER COMMENTS \***

**RECESS TO CLOSED SESSION**

**The Board recessed to closed session at 1:23 PM**

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: 1 Potential Case

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

**RECONVENE TO OPEN SESSION AND CLOSED SESSION REPORTS**

**The Board reconvened to open session at 1:39 PM.**

**No report out.**

**ADJOURNMENT**

**Chair Neau adjourned the meeting at 1:39 PM. The next regularly scheduled meeting is Thursday, April 6, 2023.**

**Respectfully Submitted,**

**Megan Wilcher  
Secretary to the Board**

\* Verbal Report



AGENDA ITEM 1 B  
Consent Item

**MEMORANDUM**

**DATE:** April 6, 2023  
**TO:** El Dorado County Transit Authority  
**FROM:** Julie Petersen, Finance Manager  
**SUBJECT:** Receive and File February 2023 Check Register

**REQUESTED ACTION:**  
**BY MOTION,** Receive and File February 2023 Check Register

**BACKGROUND**

The following check register includes routine transactions for the month of February 2023. These expenditures fall within budgets adopted by the El Dorado County Transit Authority Board of Directors.

**DISCUSSION**

One (1) item merits further detail:

Check #37431 – El Dorado County Transportation Commission (EDCTC).....\$1,625.00  
This check pays the obligation for a portion of Federal Advocacy Oct-Dec 2022 using Local Transportation Funds (LTF).

**EL DORADO COUNTY TRANSIT AUTHORITY**

**Check Register**

February 2023

Date	Num	Name	Memo	Amount
02/01/2023	EFT TRANS	CalPERS - HEALTH BENEFIT SERVICE DIVISION	Medical Premium - February 2023	46,851.81
02/01/2023	37406	DAWSON OIL	Fuel Purchase - January 2023	43,068.89
02/01/2023	37407	EL DOB ENTERPRISES LLC	Fleet Vehicle Tires	9,670.30
02/01/2023	37408	FOLSOM LAKE DODGE	Parts and Supplies	5,114.17
02/01/2023	37409	GILLIG LLC	Parts and Supplies	9,057.15
02/01/2023	37410	GWP HOLDINGS LLC	VOID: 100513	0.00
02/01/2023	37411	NATIONAL FIRE SYSTEMS INC	5 Year Sprinkler Test - Vehicle Semi Annual	5,570.00
02/01/2023	37412	OPERATING ENGINEERS PUBLIC & MISC	MEDICAL Premium - February 2023	42,788.00
02/01/2023	37413	ROUTEMATCH SOFTWARE LLC	Quarterly Payment for Software Support- 01/01/23-03/31/23	13,604.12
02/01/2023	37414	RTS IT INC	ITCare Gold Service Plan - February 2023	5,133.50
02/02/2023	37415	GWP HOLDINGS LLC	VOID: 100513	0.00
02/02/2023	37416	GWP HOLDINGS LLC	Parts and Supplies	5,159.19
02/03/2023	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #3 CLASSIC	8,262.55
02/03/2023	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #3 PEPRA	9,761.02
02/03/2023	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE FEB. 3, 2023	3,816.60
02/07/2023	37417	EDC RISK MANAGEMENT	Health Insurance February 2023	5,334.83
02/08/2023	37418	3D DATACOM	ExacqVision Software 1 year Renewal	1,723.60
02/08/2023	37419	AMERICAN HERITAGE LIFE INSURANCE CO	Employee Paid Premiums - January 2023	29.10
02/08/2023	37420	ARNOLDS FOR AWARDS INC	Outgoing Chairperson Plaque and New Member Name Plate	93.73
02/08/2023	37421	AT&T	Monthly Utility	520.16
02/08/2023	37422	AT&T MOBILITY	Wireless Service for Surveillance Cameras @ P&R 01/23	185.32
02/08/2023	37423	AUTOZONE INC	Parts and Supplies	445.72
02/08/2023	37424	C & H MOTOR PARTS	Parts and Supplies	489.39
02/08/2023	37425	CAL.NET	February 2023 Camera Service	176.92
02/08/2023	37426	CAPITOL CLUTCH & BRAKE INC	24V Solenoid, R12DC Valve, & Elbows - #2003	398.46
02/08/2023	37427	COMCAST	High-Speed Internet - January 2023	255.30
02/08/2023	37428	CUSTOM EMBROIDERY CONCEPTS	New Hire Uniform Order	292.79
02/08/2023	37429	D&K AUTO GLASS	Fleet Vehicle Glass work	750.00
02/08/2023	37430	DIGITAL DEPLOYMENT INC	Employee Intranet Service - February 2023	240.00
02/08/2023	37431	EDCTC	Federal Advocacy Contract: Oct-Dec 2022	1,625.00
02/08/2023	37432	EL DORADO BATTERY CO	(2) 6 Series Group 94R - # 1502	398.49
02/08/2023	37433	EL DORADO DISPOSAL SERVICE	Disposal Service - 01/23	396.45
02/08/2023	37434	FASTENAL	Parts and Supplies	318.37
02/08/2023	37435	FLEMING DISTRIBUTING CO.	(10) Advanced Formula MOA, (6) 44K, (8) ATC	296.01
02/08/2023	37436	FRANCOTYP POSTALIA INC.	Postbase Meter Rental 01/12/23-04/12/23	93.15
02/08/2023	37437	GRAINGER	First Aid Supplies and Masks	240.61
02/08/2023	37438	HUNT & SONS INC	Fuel Purchase 01/01/23-01/31/23	53.21
02/08/2023	37439	IMAGE SOURCE	Contract Charge for 12/22/22-01/21/23	540.58
02/08/2023	37440	JANI-KING OF CALIFORNIA INC - SACRAMENTO	Janitorial Services - February 2023	1,103.59
02/08/2023	37441	KIMBALL MIDWEST	Heavy Duty Razor Blades - Shop Supplies	70.26
02/08/2023	37442	LANGUAGE LINE SERVICES INC	Over-the-Phone Interpretation	6.25
02/08/2023	37443	EMPLOYMENT DEVELOPMENT DEPARTMENT	UI Benefit Charges for 4th Qtr. 2023	676.04
02/08/2023	37444	MAG LANDSCAPING INC	Landscaping Maintenance - January 2023	1,290.00
02/08/2023	37445	MISSION UNIFORM SERVICE	Uniforms, Towels, & Mats Service	1,018.86
02/08/2023	37446	MOTIVE ENERGY LLC	(4) 1300 CCA 300 RC - #1003	1,220.22
02/08/2023	37447	NAPA AUTO PARTS	Parts and Supplies	54.89
02/08/2023	37448	NORCAL SPIT SHINE LLC	Bus Cleaning Service (29 Vehicles)	3,775.00
02/08/2023	37449	OPERATING ENGINEERS LOCAL UNION #3	Union Dues February 2023	1,083.00
02/08/2023	37450	PACIFIC GAS & ELECTRIC	February 2023	3,900.10
02/08/2023	37451	PEST CONTROL CENTER INC	Regular Service, Commercial Property	65.00
02/08/2023	37452	QUILL LLC	Misc. Office Supplies	497.01
02/08/2023	37453	ROBERTS & COMPANY INC	CPA Services - January 2023	1,501.20
02/08/2023	37454	RON DUPRATT FORD	Element Kit, Element, Oil Plug, Gaskets - # 1601	146.42
02/08/2023	37455	SPOT-ON SIGNS & GRAPHICS	Front Door Graphic Replacement Sign	222.58
02/08/2023	37456	THE AFTERMARKET PARTS CO LLC	Parts and Supplies	1,580.28
02/08/2023	37457	TRUE VALUE HARDWARE	Parts and Supplies	304.22
02/08/2023	37458	UNITED TEXTILE	Oil Only Sock/Net Boom (8"x1) - Parking Lot Water Sample	143.61
02/08/2023	37459	VAN DE POL ENTERPRISES INC	VP Fleet MP 80W90 & Syndurance ATF 668 - Shop Supplies	2,557.92
02/08/2023	37460	VERIZON WIRELESS	Cellular Service - January 2023	1,839.22
02/08/2023	37461	XEROX FINANCIAL SERVICES	Lease Payment for January 2023	509.44
02/08/2023	37462	ZEP MANUFACTURING CO.	Citrus Cleaner & Air Freshener	308.03
02/08/2023	37463	O'REILLY AUTO PARTS	Parts and Supplies	631.50
02/08/2023	37464	EMP. MISC. REIMBURSEMENT	DMV Permit	89.00
02/08/2023	37465	EMP. MISC. REIMBURSEMENT	License & VTT Renewal	64.34
02/08/2023	37466	PETTY CASH	Petty Cash Check Request & Reconciliation	91.23
02/14/2023	37467	UMPQUA BANK	Reconciled Charges	1,004.58
02/17/2023	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #4 CLASSIC	8,246.64
02/17/2023	EFT TRANS	PUBLIC EMPLOYEES RETIREMENT SYSTEM	SERVICE PERIOD PR #4 PEPRA	10,082.71
02/17/2023	EFT TRANS	CalPERS 457 DEFERRED COMPENSATION PROGRAM	PAY DATE FEB. 17, 2023	3,724.82
02/23/2023	37468	CARVO, DANIEL	My Ride January 2023	177.00
02/23/2023	37469	CHRONISTER, RODNEY E	My Ride January 2023	190.56
02/23/2023	37470	COOK, VAUGHAN	My Ride January 2023	218.75
02/23/2023	37471	COOK, VERONICA	My Ride January 2023	218.75
02/23/2023	37472	DAVIS, JANET	My Ride January 2023	218.75
02/23/2023	37473	DIEHL, VIRGINIA	My Ride January 2023	173.75
02/23/2023	37474	DUPONT, MARTHA	My Ride January 2023	60.00
02/23/2023	37475	GOODSPEED, DIANE CAROL	My Ride January 2023	218.75
02/23/2023	37476	GULARTE, LARA L	My Ride January 2023	218.75

**EL DORADO COUNTY TRANSIT AUTHORITY**  
**Check Register**  
**February 2023**

Date	Num	Name	Memo	Amount
02/23/2023	37477	HEDGE, SAMANTHA	My Ride January 2023	218.75
02/23/2023	37478	HENDRIX, SUSAN L.	My Ride January 2023	216.19
02/23/2023	37479	HUBBARD, DAWN E	My Ride January 2023	218.75
02/23/2023	37480	IMMER, JAMES	My Ride January 2023	31.25
02/23/2023	37481	KAMENA, DENISE	My Ride January 2023	92.25
02/23/2023	37482	LAWSON, CATHERINE	My Ride January 2023	64.38
02/23/2023	37483	LAWSON, GLENN	My Ride January 2023	39.38
02/23/2023	37484	MARTIN, LINA	My Ride January 2023	208.75
02/23/2023	37485	MILLER, DOREENE ELIZABETH	My Ride January 2023	212.50
02/23/2023	37486	PIGNATA, BRENDA SUE	My Ride January 2023	218.75
02/23/2023	37487	PREMOCK, SHONNA	My Ride January 2023	218.75
02/23/2023	37488	REGALIA, KATHRYN T	My Ride January 2023	60.25
02/23/2023	37489	TODD, JANET C	My Ride January 2023	397.38
02/23/2023	37490	WAHLGREN, ANNETTE	My Ride January 2023	51.25
02/23/2023	37491	WOJAN, CYNTHIA	My Ride January 2023	23.88
02/23/2023	37492	WOJAN, RONALD	My Ride January 2023	42.44
02/23/2023	37493	3D DATACOM	Troubleshoot Missouri Flat Camera W/Lift	1,146.50
02/23/2023	37494	49ER LIVE SCAN	Live Scan Fingerprinting	42.00
02/23/2023	37495	ACC BUSINESS	VOID: 5000005484	0.00
02/23/2023	37496	ACCO ENGINEERED SYSTEMS INC	HVAC Maintenance	550.00
02/23/2023	37497	ADM SCREENING	Drug Tests/Screens and DMV Physicals	1,045.00
02/23/2023	37498	AFLAC	Employee Paid Premiums - February 2023	836.08
02/23/2023	37499	ALPHA ANALYTICAL LABORATORIES INC	Stormwater Labs	415.00
02/23/2023	37500	AT&T	Central Billing 01/01/23-01/31/23	454.88
02/23/2023	37501	AT&T MOBILITY	Wireless Service for Surveillance Cameras P&R	185.32
02/23/2023	37502	CAL.NET	March 2023 Camera Service	176.92
02/23/2023	37503	CALIFORNIA DEPT OF TAX & FEE ADMIN	Payment Difference	90.00
02/23/2023	37504	DAWSON OIL	Diesel Exhaust Fluid, Petrocan Traxon 80W-90	1,324.15
02/23/2023	37505	DELL MARKETING LP	Dell Server 1 Year Warranty Extension	490.92
02/23/2023	37506	EDC HHSA-PUBLIC HEALTH DIVISION	Pre-Employment - TB Evaluation	170.87
02/23/2023	37507	EDWARDS, STEVENS & TUCKER LLP	General Legal Service	739.50
02/23/2023	37508	EL DORADO IRRIGATION DISTRICT	Water Service Period 12/06/22-02/02/23	119.29
02/23/2023	37509	GLOBAL DATA VAULT LLC	Monthly Disaster Recovery Cloud Back Up Service	330.00
02/23/2023	37510	HUNT & SONS INC	Fuel Purchases 02/01/23 - 02/15/23	197.80
02/23/2023	37511	KINETICO WATER OF PLACERVILLE	Drinking Water Service February 2023	42.90
02/23/2023	37512	MOTHER LODE LIONS CLUB FOUNDATION	Hall Rental for VTT	1,100.00
02/23/2023	37513	QUILL LLC	Misc. Office Supplies	260.44
02/23/2023	37514	SMALL BUSINESS BENEFIT PLAN TRUST	Dental & Vision Coverage March 2023	4,112.10
02/23/2023	37515	SPECIAL DISTRICT RISK MANAGEMENT AUTH	Employee Assistance Program Benefits	155.10
02/23/2023	37516	STATE OF CA - DEPT OF JUSTICE	State & FBI Criminal Background Checks	98.00
02/23/2023	37517	SUN LIFE FINANCIAL	March 2023 Life LTD Benefits	2,133.10
02/23/2023	37518	SUN LIFE FINANCIAL	Supplemental Life Benefit March 2023	662.34
02/23/2023	37519	EMP. MISC. REIMBURSEMENT	DMV PERMIT FEE	90.87
02/23/2023	37520	EMP. MISC. REIMBURSEMENT	License Renewal & VTT	63.00
02/23/2023	37521	ACC BUSINESS	Fiber Internet - Jan. & Feb. 2023	86.17
02/23/2023	37522	EMP. MISC. REIMBURSEMENT	Food and Mileage Reimbursement - Training	287.82
				291,978.48
				<b>Total 291,978.48</b>

AGENDA ITEM 1 C  
Consent Item

**MEMORANDUM**

**DATE:** April 6, 2023  
**TO:** El Dorado County Transit Authority  
**FROM:** Brian James, Planning and Marketing Manager  
**SUBJECT:** February 2023 Ridership Report

**REQUESTED ACTION:**

**BY MOTION,**

**Receive and File the February 2023 Ridership Report**

**BACKGROUND**

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

**DISCUSSION**

For the month of February 2023, ridership across all three (3) modes of service continued to trend up despite the ongoing suspension of some revenue services. Fiscal Year-to-date ridership was up 32.8% overall.

Systemwide monthly passenger trips increased by 23.1% compared to the previous year. Passengers per Revenue Hour increased from 3.9 to 4.4 or 12.8%. Demand Response ridership increased by 52.2% due primarily to the addition of 487 trips provided under the My Ride mileage reimbursement program. Local Fixed Route ridership increased by 10.4% despite the comparative absence of Saturday fixed route service, and Commuter ridership increased by 54.0%.

The attached Fiscal Year-to-Date Ridership Report compares the first eight (8) months of the current fiscal year to the same period in the previous four (4) fiscal years to analyze pre-Covid and current ridership trends.

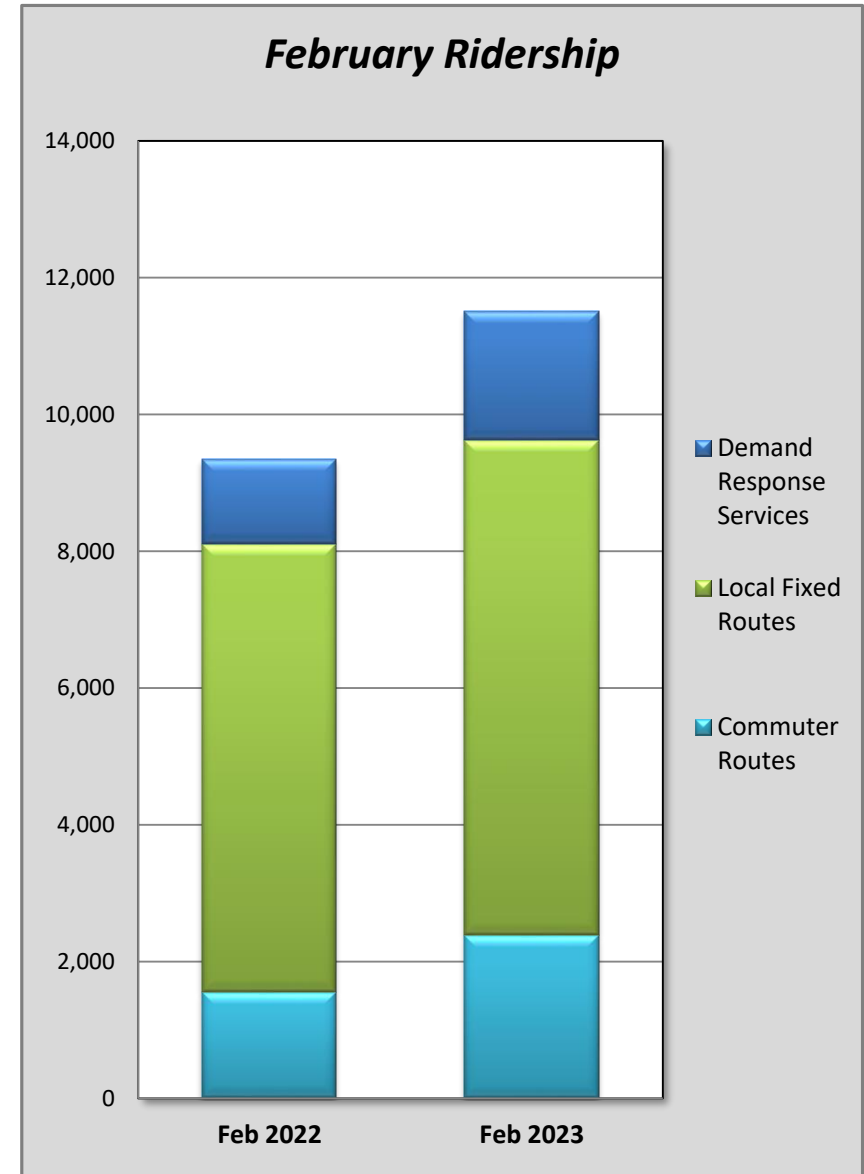
# February 2023 Ridership Report

Demand Response Services	Feb 2022	Feb 2023	% Change
Dial-a-Ride	478	620	29.7%
Sac-Med	36	28	-22.2%
ADA Paratransit	217	216	-0.5%
M.O.R.E.*	500	522	4.4%
Senior Day Care*	0	0	0.0%
My Ride	0	487	100.0%
<b>Total Demand Response</b>	<b>1,231</b>	<b>1,873</b>	<b>52.2%</b>

Local Fixed Routes	Feb 2022	Feb 2023	% Change
20 - Placerville	902	1,107	22.7%
25 - Saturday Express	146	0	-100.0%
30 - Diamond Springs	857	1,001	16.8%
35 - Diamond Springs Saturday	68	0	-100.0%
40 - Cameron Park	774	953	23.1%
50x - 50 Express	2,559	3,177	24.2%
60 - Pollock Pines	1,257	1,009	-19.7%
<b>Total Local Fixed Routes</b>	<b>6,563</b>	<b>7,247</b>	<b>10.4%</b>

Commuter Routes	Feb 2022	Feb 2023	% Change
Sacramento Commuter	974	1,818	86.7%
Reverse Commuter	29	12	-58.6%
Sacramento/Tahoe Connector	546	555	1.6%
<b>Total Commuter Routes</b>	<b>1,549</b>	<b>2,385</b>	<b>54.0%</b>

	Feb 2022	Feb 2023	% Change
<b>Systemwide</b>	<b>9,343</b>	<b>11,505</b>	<b>23.1%</b>
Passengers per Revenue Hour	3.9	4.4	12.8%



\*Contracted Services - Ridership Determined by Client Enrollment

# Fiscal Year-to-Date Ridership Report

## July - February

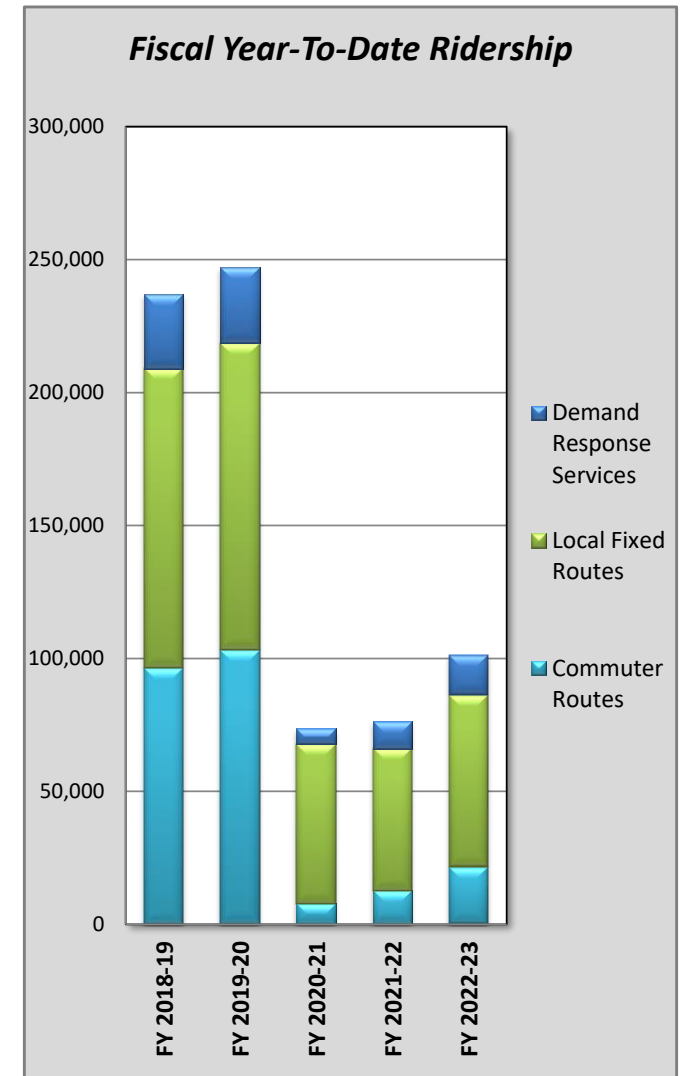


Demand Response Services	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	% Year Change
Dial-a-Ride	11,065	10,350	3,842	4,442	5,751	29.5%
Sac-Med	224	211	148	256	180	-29.7%
ADA Paratransit	505	452	1,083	1,772	1,823	2.9%
M.O.R.E.*	12,401	14,371	805	3,794	4,567	20.4%
Senior Day Care*	3,886	3,123	0	0	0	0.0%
My Ride	0	0	0	0	3,018	100.0%
<b>Total Demand Response</b>	<b>28,081</b>	<b>28,507</b>	<b>5,878</b>	<b>10,264</b>	<b>15,339</b>	<b>49.4%</b>

Local Fixed Routes	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	% Year Change
20 - Placerville	29,173	28,082	8,453	7,795	10,594	35.9%
25 - Saturday Express	2,894	3,419	2,333	2,021	0	-100.0%
30 - Diamond Springs	19,002	18,325	6,469	6,015	8,515	41.6%
35 - Diamond Springs Saturday	907	1,025	668	615	0	-100.0%
40 - Cameron Park	8,532	10,512	7,023	6,534	8,097	23.9%
50x - 50 Express	27,813	28,893	23,802	21,685	26,991	24.5%
60 - Pollock Pines	24,234	25,201	11,203	8,750	10,475	19.7%
<b>Total Local Fixed Routes</b>	<b>112,555</b>	<b>115,457</b>	<b>59,951</b>	<b>53,415</b>	<b>64,672</b>	<b>21.1%</b>

Commuter Routes	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	% Year Change
Sacramento Commuter	95,978	102,645	7,709	8,771	14,764	68.3%
Reverse Commuter	476	576	62	125	154	23.2%
Sacramento/Tahoe Connector	0	0	0	3,829	6,511	70.0%
<b>Total Commuter Routes</b>	<b>96,454</b>	<b>103,221</b>	<b>7,771</b>	<b>12,725</b>	<b>21,429</b>	<b>68.4%</b>

	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	% Year Change
<b>Systemwide</b>	<b>237,090</b>	<b>247,185</b>	<b>73,600</b>	<b>76,404</b>	<b>101,440</b>	<b>32.8%</b>
Passengers per Revenue Hour	6.7	7.3	3.5	3.4	4.4	29.3%



\*Contracted Services - Ridership Determined by Client Enrollment

AGENDA ITEM 1 D  
Consent Item

**MEMORANDUM**

**DATE:** April 6, 2023  
**TO:** El Dorado County Transit Authority  
**FROM:** Brian James, Planning and Marketing Manager  
**SUBJECT:** Caltrans Division of Rail and Mass Transportation Low Carbon Transit Operations Program (LCTOP) Grant

**REQUESTED ACTION:**

**BY MOTION,**

**Adopt Resolution No. 23-08 Authorizing the El Dorado County Transit Authority and the Executive Director to execute all documents for the Caltrans Division of Rail and Mass Transportation Low Carbon Transit Operations Program (LCTOP), Fiscal Year 2022/23**

**BACKGROUND**

The Low Carbon Transit Operations Program (LCTOP) is administered by the Caltrans Division of Rail and Mass Transportation as a component of the Transit, Affordable Housing and Sustainable Communities Program established by the California Legislature in 2014 under Senate Bill 862. The purpose of this program is to provide operating and capital assistance to transit operators to reduce greenhouse gas emissions and improve mobility, with a focus on environmentally disadvantaged communities. LCTOP funding is allocated to eligible project sponsors under the Public Utilities Commission (PUC) 99313, and 99314 funding formula for projects that meet certain emissions reduction specifications.

**DISCUSSION**

With approval, El Dorado Transit staff anticipates applying for the full available Fiscal Year (FY) 2022/23 allocation of \$455,959 in LCTOP funds to potentially deliver two (2) projects meeting program requirements. Building on the recommendations in the adopted Western El Dorado County 2019 Short- and Long- Range Transit Plan, staff proposes to apply LCTOP funding to support the continuation of a reduced and/or free fare program, and to fund future purchases of zero emission vehicles.

## **FISCAL IMPACT**

The Fiscal Year (FY) 2022/23 LCTOP allocation represents a total of \$455,959 in grant revenue. If approved, \$75,000 will supplement discounted monthly pass fares and/or free fares, and \$380,959 will be designated for application toward the future purchase of zero emission vehicles and charging infrastructure.



**EL DORADO COUNTY TRANSIT AUTHORITY  
RESOLUTION NO. 23-08**

AUTHORIZATION FOR THE EXECUTION OF THE  
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS  
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)  
FOR THE FOLLOWING PROJECTS:  
REDUCED AND/OR FREE FARES AND ZERO EMISSION VEHICLES  
\$455,959 IN LOW CARBON TRANSIT OPERATIONS PROGRAM FUNDS

**WHEREAS**, the El Dorado County Transit Authority (El Dorado Transit) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

**WHEREAS**, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

**WHEREAS**, Senate Bill 862 (2014) named the California Department of Transportation (Department) as the administrative agency for the LCTOP; and

**WHEREAS**, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

**WHEREAS**, El Dorado Transit wishes to delegate authorization to execute these documents and any amendments thereto to Matthew Mauk, Executive Director; and

**WHEREAS**, El Dorado Transit wishes to implement the LCTOP projects listed below,

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of El Dorado Transit that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that Matthew Mauk, Executive Director be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of El Dorado Transit that it hereby authorizes the submittal of the following project nominations and allocation requests to the Department in FY 2022-23 LCTOP funds:

**Project Names:** Reduced and/or Free Fares and Zero Emission Vehicles

**Amount of LCTOP Funds Requested:** \$455,959

**Description of Projects:** Reduced and/or free fares, and the purchase of Zero Emission Vehicles with required charging equipment.

**Contributing Sponsors:** No contributing sponsors

**PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY** at a regular meeting of said Board, held on this 6<sup>th</sup> day of April, 2023, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Jackie Neau, Chairperson

ATTEST:

\_\_\_\_\_  
Megan Wilcher, Secretary to the Board

AGENDA ITEM 1 E  
Consent Item

**MEMORANDUM**

**DATE:** April 6, 2023  
**TO:** El Dorado County Transit Authority  
**FROM:** Julie Petersen, Finance Manager  
**SUBJECT:** Transportation Development Act Claim for Fiscal Year  
2023/2024

**REQUESTED ACTION:**  
**BY MOTION,**

**Adopt Resolution No. 23-09 Authorizing the Executive Director to file  
a Transportation Development Act (TDA) Claim for Fiscal Year  
2023/24**

**BACKGROUND**

The El Dorado County Transit Authority (El Dorado Transit) operates with funding support from Federal, State, and local sources. The primary State funding source is derived from the Transportation Development Act (TDA) which includes the Local Transportation Fund (LTF) and State Transit Assistance (STA) programs.

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

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

**DISCUSSION**

The LTF claim amount is based on the Memorandum from the EDCTC dated February 27, 2023, listing the preliminary apportionment available for Public Transportation – Transit – Article 4 as \$7,293,578.18 (see attachment).

The STA claim amount is based on the February 9, 2023, STA Fund Allocation Estimate for Fiscal Year 2023/24 from the State Controller's Office.

Elsewhere on this agenda, staff is requesting the Board adopt the Preliminary Operating Budget for FY 2023/24. The requested \$7,293,578.18 in LTF funds represents approximately seventy-four percent (74%) of the projected FY 2023/24 Operating Budget revenue and \$2,152,496.00 in STA funds for Capital. The FY 2023/24 claim will support maintaining the current level of service with possible restoration and/or expansion of some services toward pre-pandemic levels over the course of the fiscal period.

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

**FISCAL IMPACT**

		<u>Proposed Budget</u>
4000.00	Transportation Development Act (TDA/LFT)	\$7,293,578.18
4270.00	State Transit Assistance (STA)	\$2,152,496.00

<b>TDA – 1</b> <b>TRANSPORTATION DEVELOPMENT ACT CLAIM</b>
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To: El Dorado County Transportation Commission  
 2828 Easy Street, Suite 1  
 Placerville, California 95667-3907  
 Attn: Administrative Services Officer

From: Claimant: El Dorado County Transit Authority  
  
 Address: 6565 Commerce Way  
  
 Diamond Springs, CA 95619-9454  
  
 Contact: Julie Petersen, Finance Manager  
  
 Phone: (530) 642-5383 extension 206

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

Local Transportation Fund/State Transit Assistance Fund:

LTF or STA	Amount	Fiscal Year
LTF	\$ 7,293,578.18	2023/24
STA	\$ 2,152,496.00	2023/24

Submitted by: Matthew C. Mauk

Title: Executive Director

Date: April 6, 2023

EDCTC Date of Approval: \_\_\_\_\_

EDCTC Resolution #: \_\_\_\_\_

**EL DORADO COUNTY TRANSIT AUTHORITY  
RESOLUTION NO. 23-09**

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

**WHEREAS**, the El Dorado County Transit Authority intends to use its TDA Article 4 funding to finance transit services for the Western Slope of El Dorado County;

**NOW, THEREFORE, BE IT RESOLVED**, that the Executive Director or the designated representative shall be authorized to file a claim for the TDA Article 4 funding for transit services for fiscal year 2023/24 as follows:

Article 4	Operating Expenses	\$7,293,578.18
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**BE IT FURTHER RESOLVED**, that the Executive Director or the designated representative shall be authorized to file a claim for the STA Article 6.5, Section 99314.6 (c) projects as follows:

Total 2023/2024 Claim	\$2,152,496.00
-----------------------	----------------

**PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY** at a regular meeting of said Board, held on the 6th day of April, 2023 by the following vote of said Board:

**AYES:**                      **NOES:**                      **ABSTAIN:**                      **ABSENT:**

\_\_\_\_\_  
Jackie Neau, Chairperson

ATTEST:

\_\_\_\_\_  
Megan Wilcher, Secretary to the Board



February 27, 2023

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

Dear Mr. Mauk,

According to the Transportation Development Act (TDA) Statutes and California Code of Regulations, Section 99230 and 6644, the El Dorado County Transportation Commission (EDCTC) as the Regional Transportation Planning Agency for the west slope of El Dorado County advises the TDA Local Transportation Fund (LTF) claimants of the anticipated apportionments within the county by March 1<sup>st</sup> of each year.

Below is the Preliminary Apportionment and Allocation based on the 2023/24 TDA LTF estimates from the El Dorado County Auditor-Controller.

Preliminary FY 2023/24 Apportionments		
Claimant	Purpose	Amount
El Dorado County Auditor	TDA Administration	\$ 10,000.00
El Dorado County Transportation Commission	TDA Administration	\$ 295,724.38
El Dorado County Transportation Commission	Planning & Programming	\$ 284,275.62
SACOG (EDCTC Contribution)	Planning & Programming	\$ 174,358.74
City of Placerville or El Dorado County	Pedestrian & Bicycle Facilities – Article 3	\$ 177,917.08
El Dorado County Transit Authority	Public Transportation - Transit - Article 4	\$ 7,293,578.18
EDCTA Contingency	Increase Transit Contingency	\$ 1,250,000.00
City of Placerville	Other Transportation – Article 8	\$ 0.00
El Dorado County	Other Transportation – Article 8	\$ 0.00

The Final TDA LTF Apportionment and Allocation will be presented to the Commission by June 2023.

If you have any questions regarding these estimates, please contact me at (530) 642-5260 or [dkeffer@edctc.org](mailto:dkeffer@edctc.org).

Sincerely,

*Dana Keffer*

Dana Keffer  
 Executive Assistant

AGENDA ITEM 1 F  
Consent Item

**MEMORANDUM**

**DATE:** April 6, 2023  
**TO:** El Dorado County Transit Authority  
**FROM:** Julie Petersen, Finance Manager  
**SUBJECT:** Approval for the acquisition of one (1) Replacement Maintenance Truck

**REQUESTED ACTION:**  
**BY MOTION,**

1. Adopt Revised Capital Improvement Plan Project #21-02
2. Approve Purchase Order No. 28210 issued to Elk Grove Auto/Winner Chevrolet for the acquisition of one (1) Replacement Maintenance Truck
3. Authorize Executive Director to execute all documents related to these purchases within the scope of the Revised Capital Improvement Plan Project #21-02

**BACKGROUND**

Board action related to Capital Improvement Plan (CIP) Project #21-02:

June 4, 2020 - El Dorado County Transit Authority (El Dorado Transit) Board adopted the Project #21-02, to be included in the overall CIP.

**DISCUSSION**

With approval of the requested action, this project will replace one (1) 2007 Dodge Dakota truck with one (1) Ford F250 truck. This vehicle will be used by maintenance staff for duties including responding to vehicle breakdowns, transporting equipment, and maintenance of bus stops.

Since approval of CIP #21-02 in 2020, this procurement was delayed due to the lack of vehicle stock available for purchase under the State contract. Under the current State contract, pricing on available vehicles has increased from the original CIP budget projections.



**FISCAL IMPACT**

As shown in the attached CIP #21-02, Cost Summary, the total project budget is anticipated to not exceed \$47,260.00.

## Vehicle Replacement – Maintenance Truck

Project No. 21-02 (3)

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
0702	Dodge Dakota Truck	79,287

### *COST SUMMARY (ESTIMATE)*

	Proposed <u>Budget</u>
One (1) Ford	\$42,963.00
Contingency 10%	<u>\$ 4,297.00</u>
<i>Total Project Cost</i>	<i>\$47,260.00</i>

### *FUNDING SOURCES*

Transportation Development Act (TDA)	<u>\$47,260.00</u>
<i>Total Revenue</i>	<i>\$47,260.00</i>

**EL DORADO COUNTY TRANSIT AUTHORITY**  
**6565 COMMERCE WAY**  
**DIAMOND SPRINGS, CA 95619-9454**  
**(530) 642-5383**

**PURCHASE ORDER NO. 28210**

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

**DATE: 04/06/23**

ACCOUNT: 5140.03

CLASS: 125

TO: ELK GROVE AUTO/WINNER CHEVROLET  
 8575 LAGUNA GROVE DRIVE  
 ELK GROVE, CA 95757

SHIP & INVOICE TO:

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

Contact: David Brewer

Vendor Phone No: (916)509-8597

Email: dbrewer@lasherauto.com

PROMISED DELIVERY DATE		TERMS: NET 30		
		F.O.B. DESTINATION		
QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED TOTAL
1		[Fleet] 2023 Ram 1500 Classic (DS6L41) Tradesman 4x4	\$37,135.00	\$37,135.00
1		Quad Cab 6'4" Box Options	\$2,690.00	\$2,690.00
1		DOC Fee	\$85.00	\$85.00
I hereby certify that this purchase order is in accordance with procedures in the purchase manual governing of such items for El Dorado County Transit Authority.			<b>SUBTOTAL</b>	\$39,910.00
			<b>DELIVERY</b>	\$150.00
			<b>SALES TAX</b>	\$2,893.48
			<b>TIRE FEE</b>	\$8.75
			<b>TOTAL</b>	\$42,962.23
<b>PURCHASING AGENT</b>				

**PLEASE NOTE CONDITIONS ON REVERSE SIDE**

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

AGENDA ITEM 2 A  
Action Item

**MEMORANDUM**

**DATE:** April 6, 2023  
**TO:** El Dorado County Transit Authority  
**FROM:** Matthew Mauk, Executive Director  
**SUBJECT:** Fiscal Year 2023/24 Salary Schedule for Transit Operators,  
Unrepresented and Management Personnel

**REQUESTED ACTION:**  
**BY MOTION,**

**Adopt Resolution No. 23-12 approving a Fiscal Year 2023/24 Salary Schedule and implementing salary adjustments for Transit Operators, Unrepresented and Management Personnel**

**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 in 2021, El Dorado Transit selected Koff & Associates, A Gallagher Company (K&A) to develop an updated compensation and benefit study for the agency. In February 2022, the El Dorado Transit Board established an ad hoc committee that met three (3) times during the study process to review data with the consultant and staff. Staff also engaged employee group representatives to gather input and support for selection of comparator agencies. 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 including the following:

- El Dorado Transit's base salaries, overall, in comparison to the market median were 19.1% below the market and its total compensation, overall, was 8.2% below the market.
- The EDCTA's benefits package puts the EDCTA in a more competitive position compared to the market.
- K&A considers a classification falling within 5% of the median to be competitive.

Based on the Report's findings, staff recommended Board adoption of revisions to the salary structure/schedule and endorsed the option of implementation in two (2) phases to align each job's compensation more closely to the market median. At the October 2022 meeting, the Board approved execution of the first phase of recommended salary increases effective with the pay period beginning October 8, 2022. The second phase of salary schedule adjustments was anticipated for the fiscal year beginning July 1, 2023, assuming budget availability.

In conjunction with the salary structure revisions approved in October 2022, the Board approved staff's recommendation to move incumbent employees into the salary step within the new compensation structure that was at least 5% above their hourly compensation at the time. Additionally, the Board action included extending the salary range from three (3) to seven (7) merit steps for Extra Help Transit Operators and Transit Dispatchers, to match the salary range available to regular employees in the same positions.

## **DISCUSSION**

If approved, the recommended actions outlined below represent the second and final phase of recommended salary schedule adjustments based on the results of the 2022 Compensation Study. Included are individual base salary schedule increases, ranging from two point five-percent (2.5%) up to ten-percent (10%), for all current, unrepresented job classifications (excluding the Executive Director) and the three-percent (3%) base salary adjustment for the regular Transit Operator classification as negotiated and ratified in the Memorandum of Understanding with the Operating Engineer's Local Union No. 3 Transit Operator's Bargaining Unit, effective July 1, 2022. Figure 1 below summarizes recommended adjustments to the benchmark classifications.

Approval of the attached Resolution No. 23-12 will result in the following Board actions:

- Adoption of the revised Salary Schedule by Job Classification for FY 2023/24 (attached as Exhibit A). *Note: This requested action will establish a new salary range for unrepresented and management positions and recognize the base salary adjustment for the Transit Operator job classifications previously ratified 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 closest to, but no lower than, their current hourly compensation, effective upon the full pay period beginning July 1, 2023.

As proposed, these adjustments maintain the internal alignment of the existing salary structure, while advancing the goal of achieving a competitive compensation structure within current fiscal constraints. Adoption of the recommended changes would build on the prior actions to further improve El Dorado Transit's total compensation, overall, in comparison to the market median, from eight point two-percent (8.2%) below the market, to approximately three-percent (3%) below the market median as reported in 2022.

Figure 1. Proposed Adjustments Per Benchmark Classifications

Classification	Current Personnel Allocation (FTE)	Current Salary Range (hourly)	Current Top Monthly Salary	Proposed Salary Range (hourly)	Proposed Top Monthly Salary	% change
Administrative Coordinator	1	\$23.59 - \$31.61	\$5,478.42	\$24.78 - \$33.21	\$5,755.77	5.0%
Custodian	2	\$15.50 - \$20.77	\$3,600.39	\$15.89 - \$21.29	\$3,690.40	2.5%
Dispatch Supervisor	1	\$20.85 - \$27.94	\$4,842.13	\$21.90 - \$29.35	\$5,087.26	5.0%
Equipment Technician II*	3	\$24.17 - \$32.40	\$5,615.38	\$25.40 - \$34.04	\$5,899.66	5.0%
Finance Manager	1	\$40.60 - \$54.41	\$9,431.49	\$41.62 - \$55.77	\$9,667.28	2.5%
Fiscal Technician II*	2	\$21.90 - \$29.35	\$5,087.26	\$23.01 - \$30.84	\$5,344.80	5.0%
Human Resources Manager	1	\$38.65 - \$51.79	\$8,977.03	\$39.61 - \$53.09	\$9,201.45	2.5%
Maintenance & Facilities Supervisor	1	\$28.74 - \$38.51	\$6,674.92	\$30.95 - \$41.47	\$7,188.16	7.5%
Maintenance Technician	2	\$19.84 - \$26.59	\$4,608.80	\$20.85 - \$27.94	\$4,842.13	5.0%
Office Assistant II*	2	\$17.11 - \$22.93	\$3,974.16	\$17.98 - \$24.09	\$4,175.35	5.0%
Operations Manager	1	\$42.66 - \$57.17	\$9,908.96	\$43.73 - \$58.60	\$10,156.68	2.5%
Planning & Marketing Manager	1	\$34.16 - \$45.78	\$7,934.39	\$35.89 - \$48.09	\$8,336.06	5.0%
Safety Coordinator	1	\$29.45 - \$39.47	\$6,841.80	\$32.51 - \$43.57	\$7,552.06	10%
Transit Dispatcher	3.5	\$17.98 - \$24.09	\$4,175.35	\$18.89 - \$25.31	\$4,386.73	5.0%
Transit Operations Supervisor	2	\$26.68 - \$35.76	\$6,198.33	\$27.35 - \$36.65	\$6,353.29	2.5%
Transit Operator**	25	\$19.55 - \$26.20	\$4,541.68	\$20.14 - \$26.99	\$4,678.79	3.0%

\*For job classifications with a Level I and II, only the Level II compensation is shown. Level I salary ranges are aligned accordingly.

\*\*Base salary adjustment for Transit Operator job classification shown was negotiated and ratified by separate action.

Note: Percent Change calculations are based on the recommended change to salary bands on the adopted Salary Structure and does not represent actual changes to incumbent's compensation.

**FISCAL IMPACT**

Projected impacts to payroll expenses include increased wages, payroll taxes, employer contributions for retirement, and workers compensation premiums. The fiscal impacts of the recommended adjustments to total employee compensation are estimated at \$118,753 for FY 2023/24. These additional salary and benefit related costs are included in the FY 2023/24 Preliminary Operating Budget as proposed for adoption elsewhere on this agenda.

**EL DORADO COUNTY TRANSIT AUTHORITY  
RESOLUTION NO. 23-12**

**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 schedule for the unrepresented and management personnel of the Authority.

**NOW, THEREFORE BE IT RESOLVED AS FOLLOWS:**

1. The salary schedule by classification attached hereto as Exhibit A 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.

2. 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 their current compensation level, effective the first full pay period of the fiscal year 2023/24

3. 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 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 6<sup>th</sup> day of April 2023, by the following vote of said Board.

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Jackie Neau, Chairperson

APPROVED AS TO FORM:

\_\_\_\_\_  
Megan Wilcher, Secretary to the Board



**EXHIBIT A**

**El Dorado County Transit Authority  
PROPOSED SALARY SCHEDULE FOR FISCAL YEAR 2023/24**

<b>JOB CLASSIFICATION</b>	<b>STEP</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
ADMINISTRATIVE COORDINATOR - UR	<b>Hourly</b>	24.78	26.02	27.32	28.68	30.12	31.63	33.21
	<b>Monthly</b>	4,295.04	4,509.79	4,735.28	4,972.05	5,220.65	5,481.68	5,755.77
CUSTODIAN - UR	<b>Hourly</b>	15.89	16.68	17.52	18.39	19.31	20.28	21.29
	<b>Monthly</b>	2,753.83	2,891.53	3,036.10	3,187.91	3,347.30	3,514.67	3,690.40
DISPATCH SUPERVISOR - UR	<b>Hourly</b>	21.90	23.00	24.15	25.35	26.62	27.95	29.35
	<b>Monthly</b>	3,796.19	3,986.00	4,185.30	4,394.56	4,614.29	4,845.01	5,087.26
EQUIPMENT TECHNICIAN I - UR	<b>Hourly</b>	23.01	24.16	25.37	26.64	27.97	29.37	30.84
	<b>Monthly</b>	3,988.37	4,187.79	4,397.18	4,617.04	4,847.89	5,090.29	5,344.80
EQUIPMENT TECHNICIAN II - UR	<b>Hourly</b>	25.40	26.67	28.00	29.40	30.87	32.42	34.04
	<b>Monthly</b>	4,402.42	4,622.54	4,853.66	5,096.35	5,351.16	5,618.72	5,899.66
EXECUTIVE DIRECTOR - CONTRACT	<b>Hourly</b>	55.48	58.25	61.17	64.23	67.44	70.81	74.35
	<b>Monthly</b>	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	<b>Hourly</b>	41.62	43.70	45.88	48.18	50.59	53.12	55.77
	<b>Monthly</b>	7,213.87	7,574.57	7,953.29	8,350.96	8,768.51	9,206.93	9,667.28
FISCAL TECHNICIAN I - UR	<b>Hourly</b>	19.84	20.83	21.88	22.97	24.12	25.32	26.59
	<b>Monthly</b>	3,439.16	3,611.12	3,791.68	3,981.26	4,180.32	4,389.34	4,608.80
FISCAL TECHNICIAN II - UR	<b>Hourly</b>	23.01	24.16	25.37	26.64	27.97	29.37	30.84
	<b>Monthly</b>	3,988.37	4,187.79	4,397.18	4,617.04	4,847.89	5,090.29	5,344.80
HUMAN RESOURCES MANAGER - UR / C / M	<b>Hourly</b>	39.61	41.59	43.67	45.86	48.15	50.56	53.09
	<b>Monthly</b>	6,866.27	7,209.58	7,570.06	7,948.56	8,345.99	8,763.29	9,201.45
MAINTENANCE AND FACILITIES SUPERVISOR - UR	<b>Hourly</b>	30.95	32.49	34.12	35.82	37.61	39.50	41.47
	<b>Monthly</b>	5,363.92	5,632.11	5,913.72	6,209.40	6,519.87	6,845.87	7,188.16
MAINTENANCE TECHNICIAN - UR	<b>Hourly</b>	20.85	21.89	22.98	24.13	25.34	26.61	27.94
	<b>Monthly</b>	3,613.27	3,793.93	3,983.63	4,182.81	4,391.95	4,611.55	4,842.13
OFFICE ASSISTANT I - UR	<b>Hourly</b>	16.28	17.10	17.95	18.85	19.79	20.78	21.82
	<b>Monthly</b>	2,822.68	2,963.81	3,112.00	3,267.60	3,430.98	3,602.53	3,782.66
OFFICE ASSISTANT II - UR	<b>Hourly</b>	17.98	18.87	19.82	20.81	21.85	22.94	24.09
	<b>Monthly</b>	3,115.71	3,271.50	3,435.07	3,606.82	3,787.17	3,976.52	4,175.35
OPERATIONS MANAGER - UR / C / M	<b>Hourly</b>	43.73	45.91	48.21	50.62	53.15	55.81	58.60
	<b>Monthly</b>	7,579.07	7,958.03	8,355.93	8,773.73	9,212.41	9,673.03	10,156.68
PLANNING & MARKETING MANAGER - UR / C / M	<b>Hourly</b>	35.89	37.68	39.57	41.54	43.62	45.80	48.09
	<b>Monthly</b>	6,220.50	6,531.52	6,858.10	7,201.01	7,561.06	7,939.11	8,336.06
SAFETY COORDINATOR - UR	<b>Hourly</b>	32.51	34.14	35.84	37.64	39.52	41.49	43.57
	<b>Monthly</b>	5,635.47	5,917.24	6,213.10	6,523.76	6,849.94	7,192.44	7,552.06
TRANSIT DISPATCHER - UR	<b>Hourly</b>	18.89	19.83	20.82	21.86	22.96	24.10	25.31
	<b>Monthly</b>	3,273.44	3,437.12	3,608.97	3,789.42	3,978.89	4,177.83	4,386.73
EXTRA HELP TRANSIT DISPATCHER - UR	<b>Hourly</b>	18.89	19.83	20.82	21.86	22.96	24.10	25.31
	<b>Monthly</b>	3,273.44	3,437.12	3,608.97	3,789.42	3,978.89	4,177.83	4,386.73
TRANSIT OPERATOR - FULL TIME - R	<b>Hourly</b>	20.14	21.15	22.21	23.32	24.48	25.71	26.99
	<b>Monthly</b>	3,490.93	3,665.48	3,848.87	4,041.44	4,243.55	4,455.88	4,678.79
TRANSIT OPERATOR - PART TIME - R	<b>Hourly</b>	20.14	21.15	22.21	23.32	24.48	25.71	26.99
	<b>Monthly</b>	3,490.93	3,665.48	3,848.87	4,041.44	4,243.55	4,455.88	4,678.79

**El Dorado County Transit Authority**  
**PROPOSED SALARY SCHEDULE FOR FISCAL YEAR 2023/24**

JOB CLASSIFICATION	STEP	1	2	3	4	5	6	7
EXTRA HELP TRANSIT OPERATOR - UR	<b>Hourly</b>	20.14	21.15	22.21	23.32	24.48	25.71	26.99
	<b>Monthly</b>	3,490.93	3,665.48	3,848.87	4,041.44	4,243.55	4,455.88	4,678.79
TRANSIT OPERATIONS SUPERVISOR - UR	<b>Hourly</b>	27.35	28.72	30.15	31.66	33.25	34.91	36.65
	<b>Monthly</b>	4,740.92	4,977.97	5,226.87	5,488.21	5,762.62	6,050.75	6,353.29

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

Unrepresented and Management; Resolution 23-12 Proposed April 6, 2023- Effective July 1, 2023  
Represented; Board Ratified July 14, 2022; Effective July 2, 2022

AGENDA ITEM 2 B  
Action Item

**MEMORANDUM**

**DATE:** April 6, 2023

**TO:** El Dorado County Transit Authority

**FROM:** Julie Petersen, Finance Manager

**SUBJECT:** Adoption of the Fiscal Year 2023/24 Preliminary Operating and Capital Budgets

**REQUESTED ACTION:**

**BY MOTION,**

1. **Adopt Resolution No. 23-10 Approving the Fiscal Year 2023/24 Preliminary Operating Budget including Revisions**
2. **Adopt Resolution No. 23-11 Approving the Fiscal Year 2023/24 Preliminary Capital Budget**
3. **Form an Ad Hoc Committee to review the proposed Final Fiscal Year 2023/24 Operating and Capital Budgets**
4. **Appoint the Chair and Vice-Chair to the Ad Hoc Budget Review Committee**

**BACKGROUND**

The Bylaws of the El Dorado County Transit Authority (El Dorado Transit) require the Executive Director to submit preliminary operating and capital budgets on or before the March meeting of each year and Board adoption of the preliminary budgets by April 15<sup>th</sup> of each year. Final operating and capital budgets are to be proposed to the Board on or before June 15 of each year with final adoption required by July 15<sup>th</sup>.

On March 2, 2023, the Fiscal Year (FY) 2023/24 Preliminary Operating Budget was presented for full Board review. El Dorado Transit is required to operate within a balanced budget.

**DISCUSSION**

Minor changes to the FY 2023/24 Preliminary Operating Budget have been made since the last budget presentation to the Board on March 2, 2023. These include the following:

- A decrease of \$100,000 in Workers' Compensation insurance premiums as estimates for the FY 23/24 coverage period have been provided by the Special Districts Risk Management Authority (SDRMA)

- A decrease of \$37,881 in Public Liability insurance premiums as estimates for the FY 23/24 coverage period have been provided by the California Transit Indemnity Pool (CalTIP)
- A decrease of \$2,500 in Vehicle Physical Damage insurance premiums as estimates for the FY 23/24 coverage period have been provided by the California Transit Indemnity Pool (CalTIP)
- A decrease to annual Connect Card administration expenses based on estimates received from Sacramento Regional Transit (SacRT).
- An increase to the Contingency line item to balance the budget.

Final insurance premium amounts are still pending from the CalTIP for the Public Liability, Vehicle Physical Damage, and Employment Practices Liability Insurance (EPLI) packages. Workers' Compensation rates are still an estimate.

In addition, there have been changes made to the Capital Improvement Plan (CIP) and Budget since the March 2, 2023, presentation. Project estimates have been revised for projects 20-04 and 21-02. Project 18-02 is now considered closed and a new recurring project 24-03 has been included for yearly maintenance of Bus Stops and Shelters.

Staff is requesting the Board adopt the proposed Fiscal Year 2023/24 Preliminary Operating and Capital Budgets as presented and appoint the Chair and Vice-Chair to form an Ad Hoc Committee to review the proposed budgets in detail prior to final adoption by the full Board. Following at least one meeting and direction from the Budget Review Committee, staff anticipates submission of the Fiscal Year 2023/24 Final Operating and Capital Budgets for Board adoption at the regular June 1, 2023, meeting.

### **FISCAL IMPACT**

The Preliminary FY 2023/24 Operating Budget as presented reflects a projected \$9,844,439 in total operating expenditures balanced to anticipated Federal, State and project specific operating revenues.

The Preliminary FY 2023/24 Capital Budget reflects a total of \$10,699,882 in estimated project costs with a shortfall of \$3,961,262 due to the anticipated needs of the Zero Emissions Bus (ZEB) fleet conversion.

**EL DORADO COUNTY TRANSIT AUTHORITY  
RESOLUTION NO. 23-10**

**RESOLUTION OF THE EL DORADO COUNTY TRANSIT AUTHORITY  
ADOPTING THE PRELIMINARY OPERATING  
BUDGET FOR FISCAL YEAR 2023/2024**

**WHEREAS**, Section 11.1 of the Joint Powers Agreement (JPA) establishing the El Dorado County Transit Authority states, *“For each fiscal year, the Board shall adopt capital and operating budgets which are consistent with the requirements of the Regional Transportation Planning Agency, the California Transportation Development Act, the Federal Highway Act of 1973, and the Federal Transit Administration Act as amended from time to time, and all other funding and regulatory agencies involved in the execution of the purpose of EDCTA.”*; and

**WHEREAS**, Section 7.1 Preliminary Budgets of the Bylaws states, *“The Executive Director shall propose a preliminary operating budget and a preliminary capital budget to the Board on or before the March meeting of each year.”*; and

**WHEREAS**, the El Dorado County Transit Authority prepared the preliminary operating budget for Fiscal Year (FY) 2023/24 incorporated as an attachment to this resolution; and

**WHEREAS**, the preliminary operating budget for FY 2023/24 ending June 30, 2024, is based upon continuation of current public transportation services provided by the El Dorado County Transit Authority; and

**WHEREAS**, the preliminary FY 2023/24 operating budget projected revenue is based on known levels of anticipated funding;

**NOW THEREFORE, BE IT RESOLVED**, the El Dorado County Transit Authority hereby adopts the preliminary operating budget for FY 2023/24 ending June 30, 2024.

**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 April 2023 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Jackie Neau, Chairperson

ATTEST:

\_\_\_\_\_  
Megan Wilcher, Secretary to the Board

**EL DORADO COUNTY TRANSIT AUTHORITY  
RESOLUTION NO. 23-11**

RESOLUTION OF THE EL DORADO COUNTY TRANSIT AUTHORITY ADOPTING THE  
PRELIMINARY CAPITAL PLAN AND BUDGET FOR FISCAL YEAR 2023/24

**WHEREAS**, Section 11.1 of the Joint Powers Agreement (JPA) establishing the El Dorado County Transit Authority states, *“For each fiscal year, the Board shall adopt capital and operating budgets which are consistent with the requirements of the Regional Transportation Planning Agency, the California Transportation Development Act, the Federal Highway Act of 1973, and the Federal Transit Administration Act as amended from time to time, and all other funding and regulatory agencies involved in the execution of the purpose of EDCTA.”*; and

**WHEREAS**, Section 7.1 Preliminary Budgets of the Bylaws states, *“The Executive Director shall propose a preliminary operating budget and a preliminary capital budget to the Board on or before the March meeting of each year.”*; and

**WHEREAS**, the El Dorado County Transit Authority prepared the preliminary capital plan and budget for Fiscal Year (FY) 2023/24 incorporated as an attachment to this resolution; and

**WHEREAS**, the preliminary capital plan and budget for FY 2023/24 ending June 30, 2024 is based upon continuation of current public transportation services provided by the El Dorado County Transit Authority; and

**WHEREAS**, the preliminary FY 2023/24 capital plan and budget projected revenue is based on known levels of anticipated funding;

**NOW THEREFORE, BE IT RESOLVED**, the El Dorado County Transit Authority hereby adopts the preliminary capital plan and budget for FY 2023/24 ending June 30, 2024.

**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 April 2023 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Jackie Neau, Chairperson

ATTEST:

---

Megan Wilcher, Secretary to the Board

**EL DORADO COUNTY TRANSIT AUTHORITY  
PROPOSED FINAL PRELIMINARY OPERATING BUDGET 2023/2024**

OPERATING BUDGET		FY 2023/2024 Preliminary Presented 03/02/23	FY 2023/2024 Final Preliminary Proposed 04/06/23	Difference
<b>REVENUE ACCOUNTS</b>				
4000.00	Transportation Development Act (TDA/LTF)	\$7,293,579	\$7,293,579	\$0
4270.01	State of Good Repair (SGR) Program	\$297,741	\$297,741	\$0
4100.00	Federal Transit Administration (FTA) Section 5311 Grant	\$741,022	\$741,022	\$0
4100.05	Federal Transit Administration (FTA) Section 5311(f) Grant	\$68,750	\$68,750	\$0
4100.06	Federal Transit Administration (FTA) ARPA Act Section 5311 Grant	\$138,875	\$138,875	\$0
4970.00	Interest Income	\$82,000	\$82,000	\$0
4300.00	Cash Fares	\$97,000	\$97,000	\$0
4310.00	Contract Services	\$140,000	\$140,000	\$0
4330.00	Commuter Route Fare Media	\$418,000	\$418,000	\$0
4350.00	Local Route Fare Media	\$32,000	\$32,000	\$0
4360.00	Paper Scrip	\$9,000	\$9,000	\$0
4370.00	CCJPA	\$185,000	\$185,000	\$0
4400.00	Advertising Revenue	\$15,000	\$15,000	\$0
4990.00	Misc. Revenue	\$400	\$400	\$0
4107.03	Fair Shuttle AB2766 Grant	\$0	\$0	\$0
4109.04	Low Carbon Transit Operations Program (LCTOP) Grant	\$0	\$0	\$0
4112.00	FTA Section 5307 Grant Income - Preventative Maintenance (PM)	\$31,181	\$31,181	\$0
4112.00	Federal Transit Administration (FTA) CRRSAA Act Section 5307 Grant	\$183,509	\$183,509	\$0
5060.00	Offset Reserve Fund - CalTIP (restricted)	\$111,382	\$111,382	\$0
<b>TOTAL REVENUES</b>		<b>\$9,844,439</b>	<b>\$9,844,439</b>	<b>\$0</b>
<b>SALARY &amp; BENEFIT ACCOUNTS</b>				
5010.00	Regular Employees	\$3,551,705	\$3,551,705	\$0
5010.02	Temporary Employees	\$50,000	\$50,000	\$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	\$1,094,000	\$1,094,000	\$0
5070.01	(OASDI - Payroll Tax) FICA	\$8,400	\$8,400	\$0
5070.02	MEDICARE - Payroll Tax	\$54,000	\$54,000	\$0
5020.02	Health Insurance	\$1,585,000	\$1,585,000	\$0
5020.03	Unemployment Insurance	\$5,000	\$5,000	\$0
5020.04	LT Disability/Life Ins	\$32,000	\$32,000	\$0
5020.05	Worker's Comp	\$290,000	<b>\$190,000</b>	-\$100,000
<b>TOTAL SALARY &amp; BENEFITS</b>		<b>\$6,747,105</b>	<b>\$6,647,105</b>	-\$100,000
<b>SERVICE &amp; SUPPLY ACCOUNTS</b>				
5090.02	Shop Clothing & Supplies	\$10,000	\$10,000	\$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	\$18,000	\$18,000	\$0
5060.01	Insurance Premiums/Public Liability	\$424,881	<b>\$387,000</b>	-\$37,881
5060.02	Insurance Premiums/Physical Damage	\$29,500	<b>\$27,000</b>	-\$2,500
5060.03	Insurance Premiums/Commercial	\$20,000	\$20,000	\$0
5060.04	Insurance Premium EPLI Package	\$25,500	\$25,500	\$0
5090.06	Service Contracts/Equipment	\$200,000	\$200,000	\$0
5160.07	Park and Ride Maintenance	\$15,000	\$15,000	\$0
5160.01	Maintenance/Buildings	\$8,000	\$8,000	\$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)	\$417,000	\$417,000	\$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	\$5,000	\$5,000	\$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	\$250,000	\$250,000	\$0
5030.10	Employee Medical Exams	\$11,500	\$11,500	\$0
5030.30	Background Checks	\$3,000	\$3,000	\$0
5090.08	Pubs/Legal Notices	\$6,000	\$6,000	\$0
5090.75	Printing	\$10,000	\$10,000	\$0
5120.00	Rents/Leases	\$12,000	\$12,000	\$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	\$10,000	\$10,000	\$0
5090.30	Staff Development/Travel	\$30,000	\$30,000	\$0
5040.01	Fuel Purchase	\$750,000	\$750,000	\$0
5090.72	Bank Charges	\$1,500	\$1,500	\$0
5090.73	Credit Card Charge Fees	\$4,000	\$4,000	\$0
5090.74	Connect Card Administration Expenses	\$17,000	<b>\$11,000</b>	-\$6,000
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	\$0	\$0
5008.01	MY RIDE - Mileage Expenses	\$25,000	\$25,000	\$0
6270.00	Contingency	\$444,953	<b>\$591,334</b>	\$146,381
<b>TOTAL SERVICES AND SUPPLIES</b>		<b>\$3,097,334</b>	<b>\$3,197,334</b>	\$100,000
<b>TOTAL OPERATING EXPENSES</b>		<b>\$9,844,439</b>	<b>\$9,844,439</b>	<b>\$0</b>





**El Dorado County Transit Authority**  
**Preliminary Capital Improvement Plan Budget FY 2023/24**

Status	CIP Project Number	Project Description	Completion Estimate (FY)	Project Budget	FY 2023/24 Expenditures	STA* \$6,373,678	FTA Section 5307 \$700,000	FTA Section 5310 \$176,000	LCTOP \$518,738	SB1 / SGR \$285,297	Restricted \$12,200	Unfunded	
ACTIVE	20-04	Maintenance Facility Swamp Cooler and Steam Cleaner Modifications	2024/25	\$168,675	\$168,675	\$168,675						\$0	
ACTIVE	20-06	Vehicle Replacement - Demand Response - Transit Van	2022/23	\$104,871	\$104,871	\$36,671		\$56,000			\$12,200	\$0	
ACTIVE	21-02	Vehicle Replacement - Maintenance Truck	2022/23	\$47,260	\$47,260	\$47,260						\$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	23-02	Bus Parking Lot Rehabilitation	2025/26	\$519,076	\$134,076	\$99,703				\$285,297		\$0	
PROPOSED	24-01	Administration / Maintenance Facility Equipment	2023/24	\$40,000	\$40,000	\$40,000							
PROPOSED	24-02	Passenger Security Surveillance & Lighting	2025/26	\$300,000	\$300,000	\$300,000							
PROPOSED	24-03	Bus Stop Improvement, Maintenance and Repairs	2025/26	\$40,000	\$40,000	\$40,000							
<b>Project Totals</b>					\$10,699,882	\$864,882	\$4,912,309	\$700,000	\$176,000	\$518,738	\$285,297	\$12,200	\$3,961,262
<b>Remaining Funds Available</b>							\$1,461,369	\$0	\$0	\$0	\$0	\$0	-\$3,961,262

\*Balance Per FY 2021/22 Audited Financials

Project Status: In Progress Funded Unfunded

AGENDA ITEM 2 C  
Action Item

**MEMORANDUM**

**DATE:** April 6, 2023  
**TO:** El Dorado County Transit Authority  
**FROM:** Matthew Mauk, Executive Director  
**SUBJECT:** Operating Reserve Fund

**REQUESTED ACTION:**  
**BY MOTION,**

**Adopt Resolution No. 23-13 designating an Operating Reserve Fund target of \$250,000 for Fiscal Year 2023/24**

**BACKGROUND**

The El Dorado County Transit Authority (El Dorado Transit) is a joint powers agency formed to provide public transportation services to the City of Placerville and the unincorporated areas of the western slope of El Dorado County. As a stand-alone, public agency, El Dorado Transit funds its operations and capital expenses with a combination of designated Federal, State, and local grant funds, along with a small percentage of revenue from fares charged to passengers. The agency does not derive financial support from the General or departmental funds of its member jurisdictions. Inherent with this independent funding structure, are risks associated with both revenue and spending requirements. These risks have been acute at various times in the agency's history, such as when the economic downturn of 2008 resulted in significant shortfalls of State tax-based revenue streams for public transit.

During the development of the Fiscal Year (FY) 2011/12 Operating Budget, the Board directed management to draft policy language to establish an operating reserve that would provide a transparent, stable source of funding to offset unexpected revenue shortfalls or increased expenses. The intent was to provide the Board with additional tools to proactively manage financial risk and protect El Dorado Transit's ability to provide vital public services in times of economic hardship.

On August 4, 2011, the El Dorado Transit Board adopted Resolution No. 11-26 and Board Policy B-2 (attached) establishing a Board-Designated Operating Reserve Fund. Board Policy B-2 also outlines procedures by which the Board and management staff may regularly calculate and adjust the target amount of reserve funds held in any given fiscal year. Section 4.02 states, "The Board may increase or decrease the Operating Reserve Funding amount by Resolution during the fiscal year."

In addition to the actions on August 4, 2011, establishing the Operating Reserve Fund and Policy, the El Dorado Transit Board adopted Resolution No. 11-27 designating an optimal minimum target funding amount. The amount was set at an average of three (3) months of operating finds or twenty-five percent (25%) of the previous annual operating budget, estimated at the time to be \$1,500,000.

In accordance with a recommendation in its 2013 Triennial Performance Audit, the El Dorado County Transportation Commission (EDCTC) and El Dorado Transit staff worked together to establish a Local Transportation Fund (LTF) Contingency Policy. The LTF Contingency was recommended in the event there is a decline in the sales tax collected in the LTF or an unexpected financial need for transit services. In 2014, EDCTC began to set aside 3% of Transit's Article 4 allocation to fund the contingency up to a maximum amount of \$500,000.

The El Dorado Transit Board approved Resolution No. 18-16 on April 5, 2018, lowering the total Operating Reserve target amount to \$1,000,000. With the full funding of the LTF Contingency Account held by EDCTC, El Dorado Transit management endorsed a blending of the two (2) accounts for a combined reserve funding target of \$1,500,000. The total balance of the two (2) accounts at the time in 2018, was approximately \$600,000.

On May 5, 2022, EDCTC approved a revision to their LTF Contingency Policy, increasing the maximum amount to \$750,000 and fully funded it with a one-time LTF contribution of \$250,000 in FY 2022/23.

## **DISCUSSION**

As of February 2023, the Operating Reserve account balance held by El Dorado Transit stood at \$223,569, making the combined operating reserves available to El Dorado Transit approximately \$974,000. This amount represents less than eleven percent (11%) of the adjusted El Dorado Transit Mid-Year Operating Budget for FY2022/23.

After review of the Operating Budget and considering the fund balances that have accumulated in the LTF Contingency fund and El Dorado Transit Operating Reserve, management of EDCTC and El Dorado Transit are proposing increasing the target amount to \$2,000,000 in the LTF Contingency fund and a one-time LTF contribution of \$1,250,000 in FY 2023/24. Pending approval of the increase to the contingency held by EDCTC, staff recommends lowering the funding target for the El Dorado Transit held Operating Reserve Fund to \$250,000. With approval of the two (2) coordinated Board actions, the combined operating reserve target for El Dorado Transit will be \$2.25 mil.

## **FISCAL IMPACT**

None. The requested action is to lower the funding target for the El Dorado Transit held Operating Reserve Fund to \$250,000. Pending EDCTC approval of the recommended increase to the LTF Contingency Fund, the combined operating reserve will be ninety-nine percent (99%) funded at a current combined balance of \$2,223,570. This represents approximately twenty-three percent (23%) of the Preliminary El Dorado Transit Operating Budget for FY2023/24.

**EL DORADO COUNTY TRANSIT AUTHORITY  
RESOLUTION NO. 23-13**

RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY  
TRANSIT AUTHORITY DESIGNATING THE OPERATING RESERVE FUND TARGET  
FUNDING LEVEL

**WHEREAS**, By Resolution No. 11-26 the El Dorado County Transit Authority (El Dorado Transit) Board of Directors (Board) adopted a Board-Designated Operating Reserve Fund Policy setting forth its procedures for establishment of an Operating Reserve Fund, in order to provide financial flexibility and stability for the continued operations of El Dorado Transit; and

**WHEREAS**, the Board has designated non-tax based revenues to be used to fund such an Operating Reserve; and

**WHEREAS**, in order to provide adequate and appropriate funding to an Operating Reserve Fund, Board wishes to set an optimal minimum operating reserve level.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the El Dorado County Transit Authority as follows:

1. The Board hereby sets an optimum minimum operating reserve level for an Operating Reserve Fund at \$250,000.
2. The projected amount of funding for the Operating Reserve Fund shall be determined annually during each budget process by El Dorado Transit management staff, based on actual expenditures, planned service reductions or expansions and adjustments for extraordinary expenditures.
3. The Operating Reserve Fund for each fiscal year shall be funded prior to the year-end closing of the preceding year, subject to Board approval.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, This Resolution supersedes Resolution No. 18-16.

**PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY** at the regular meeting of said Board held on the 6th day of April 2023, by the following vote:

AYES:                      NOES:                      ABSTAIN:                      ABSENT:

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Jackie Neau, Chairperson

ATTEST:

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Megan Wilcher, Secretary to the Board

# EL DORADO COUNTY TRANSIT AUTHORITY

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Subject	Policy Number	Date Adopted
Operating Reserve Policy	B-2	August 4, 2011

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## BOARD-DESIGNATED OPERATING RESERVE POLICY

### 1.0 INTRODUCTION

The El Dorado County Transit Authority’s Board of Directors (“Board”) may establish any reserves it deems necessary for the El Dorado County Transit Authority (El Dorado Transit) to conduct business in a fiscally responsible manner.

#### 1.01 Purpose

The purpose of the Board-Designated Operating Reserve Fund is to establish and maintain a fund that will provide sufficient financial resources to assure timely payment of the operating expenses of El Dorado Transit as authorized and defined by the Board.

#### 1.02 Objective

Objectives of an Operating Reserve Fund are:

- A. To provide adequate funds to support legitimate operating expenditures;
- B. To enable El Dorado Transit to sustain operations through delays in the receipt of committed funds and to accept reimbursable contracts and grants without jeopardizing ongoing operations;
- C. To promote public confidence in the long-term sustainability of El Dorado Transit by preventing chronic cash flow crises; and
- D. To create an internal line of credit to manage cash flow and maintain financial flexibility.

### 2.00 ESTABLISHING A RESERVE

Any Board-Directed Operating Reserve Fund shall be established by resolution with a majority vote of the Board.

#### 2.01 Calculating the Reserve Amount

The recommended amount required for the Operating Reserve Fund is calculated by agency management staff based on actual expenditure history, planned service reductions/expansions plus adjustments for extraordinary expenditures (e.g. one-time expenditures).

#### 2.02 Frequency of Calculation

Each fiscal year, during the budget process, the amount to fund the Operating Reserve Fund will be reevaluated by management staff to determine the projected amount of funds that should be made available to fund the Operating Reserve Fund.

### **2.03 Board Review**

Based on this analysis, management staff shall make a recommendation to the Board during the budget adoption process for review and formal Board approval.

### **2.04 Funding the Operating Reserve Account**

The Operating Reserve Fund shall be funded to the Board designated amount prior to the year-end closing of each fiscal year to ensure and preserve El Dorado Transit's ability to perform its legal obligations.

### **3.04 Reporting**

The Board will receive quarterly investment reports for the Operating Reserve Fund as either a separate report or a component of financial statements.

### **4.0 Use of the Designated Reserve**

The Operating Reserve Fund will cover specific expenditures.

#### **4.01 Board Approval for Use**

All expenditures paid from the Operating Reserve Fund or changes to this Board-Designated Operating Reserve Policy shall require prior Board approval.

#### **4.02 Board Amendments to the Designated Operating Reserve Funding Amount**

The Board may increase or decrease the Operating Reserve Funding amount by Resolution during the fiscal year.

### **5.00 EFFECTIVE DATE**

This Policy shall be effective upon its adoption and shall supersede all prior policies, amendments, letters of intent, or positions of El Dorado Transit on this subject.

#### **5.01 Board Resolutions**

Resolution Number 11-26  
Resolution Number 11-27

Date Board Approved: August 4, 2011

AGENDA ITEM 2 D  
Action Item

**MEMORANDUM**

**DATE:** April 6, 2023

**TO:** El Dorado County Transit Authority

**FROM:** Matthew Mauk, Executive Director

**SUBJECT:** Scheduling of a Board Workshop for the Short-Range Transit Plan Update

**REQUESTED ACTION:**  
**BY MOTION,**

1. **Approval to schedule a Board Workshop on the Short-Range Transit Plan Update for the regular public meeting of the El Dorado County Transit Authority on May 4, 2023**
2. **Approval to move the starting time of the regular May 4, 2023, Board meeting up one (1) hour to 12:00 PM to allow time to accommodate the Board Workshop**

**BACKGROUND**

At the regular March meeting, following a competitive vendor selection process, the El Dorado County Transit Authority (El Dorado Transit) approved execution of a contract with DanTec Associates consultants to develop an update to the local service elements of the 2019 El Dorado Transit Short- and Long-Range Transit Plan (Plan). An update to the Plan is deemed necessary to reassess the current demand for local transit services and develop timely strategies to best address the emerging transportation needs of the community. It is anticipated that completion of the Plan will take approximately nine (9) months and be informed by extensive public and stakeholder engagement efforts.

**DISCUSSION**

In accordance with the adopted Work Plan and Schedule for the Local Short-Range Transit Plan Update, DanTec Associates and staff began work in March on the first elements of the project including a two (2) day meeting held on site to review current conditions and conduct route familiarization on the local fixed route service. Before the meeting, the consultant team reviewed pertinent documents, including the 2019 Plan, current performance statistics, and relevant strategic plans and policy documents.

Next steps and deliverables in the planning process over the coming weeks include, documenting existing conditions, a review of ADA accessibility and compliance, funding analysis, and a review of peer agencies and best practices analysis. This exercise may be particularly valuable

because many transit agencies are also developing innovative programs and services to respond to the loss of ridership due to the pandemic. The first round of a public, stakeholder, and Board outreach process will be conducted to reach a broad range of users, residents, and interested parties throughout the service area. As planned, this will involve listening and learning from stakeholders and the public about what they know about local transit options and to understand community wants and aspirations. This outreach work is intended to and develop mission and vision statements as well as evaluation criteria to be used to evaluate the prospective local service and fare options.

As detailed in Task 8 of the adopted Work Plan, this initial round of information gathering and outreach is to include a public Board Workshop on goals and objectives. The session is intended to begin with an overview of the project and the findings of tasks to date. The second half of the session will be dedicated to obtaining Board input on proposed goals and objectives statements for the local service consistent with the agency vision and mission. The input received will help DanTec Associates draft goals and objectives for the local services that are consistent with the expectations of the public and the fiscal limits of the agency.

With the requested action, staff recommends scheduling the Board Workshop for the regular public meeting of the El Dorado Transit Board on May 4, 2023, and moving the starting time of the Board meeting up one (1) hour from its usual time to 12:00 PM to accommodate the workshop in addition to the regular agenda items. It is anticipated that the Workshop will take approximately ninety (90) minutes.

**FISCAL IMPACT**

None.



AGENDA ITEM 3 A  
Information Item

**MEMORANDUM**

**DATE:** April 6, 2023  
**TO:** El Dorado County Transit Authority  
**FROM:** Christine Parker, Safety Coordinator  
**SUBJECT:** 2022 Safe Driving Award Recipients

**REQUESTED ACTION:**  
**BY MOTION,**

**No action requested. Information only.**

**BACKGROUND**

Safe driving awards are presented annually to El Dorado County Transit Authority (El Dorado Transit) Operators who meet a minimum work hour criterion for the program and who were not involved in on-the-job moving violations or chargeable accidents.

El Dorado Transit Operators are trained and licensed to operate all the agency's fleet vehicles including accessible mini-vans, medium duty cutaways, low floor transit buses, and over-the-road commuter coaches with air brakes. Transit Operators are consistently challenged with varying driving conditions ranging from the mountainous roads in the eastern part of El Dorado County to the congested freeways and downtown streets of the Sacramento urban corridor.

In the calendar year 2022, El Dorado Transit Operators provided a total of 136,097 passenger trips, traveled 744,660 miles in revenue service, and clocked 41,322 in-service driving hours.

**DISCUSSION**

In 2022, El Dorado Transit implemented an updated criteria for the safe driving awards to improve the attainability and overall value of the program. El Dorado Transit Operators must work for a minimum of twenty-six (26) pay periods in a given calendar year to qualify for a Safe Driving Award.

This year's awardees consistently demonstrated their commitment to providing safe and reliable transportation through all manner of operational challenges and proved their exceptional driving skills by avoiding any moving violations or chargeable accidents. Through their hard work and diligence, many Transit Operators earned a successive safety award in 2022, extending their record from two (2) up to as many as thirteen (13) consecutive years of exceptionally safe performance.

El Dorado Transit is pleased to present safe driving awards to the following twenty-five (25) Transit Operators who met the standards for the 2022 Safe Driving Award program:

<u>1 Year of Safe Driving</u>	Jayson Ravens Joshua Gamble Windy Corsello Monika Sharma Joel Mets Jerry Bowman Ramona Goodge Scott Ridewood Leslie Thomas
<u>2 Years of Safe Driving</u>	Timothy Gobble
<u>3 Years of Safe Driving</u>	Thomas Bluhm Ryan Robinson Robert Bennett
<u>4 Years of Safe Driving</u>	Joe Achterberg Julie Lirette
<u>5 Years of Safe Driving</u>	Ernesto Garcia
<u>7 Years of Safe Driving</u>	Stephen Powell Gabriel Schranz Jean Staples
<u>8 Years of Safe Driving</u>	Arthur Laarveld Ken Umphred
<u>13 Years of Safe Driving</u>	Bob Nobriga Bradford Goode

El Dorado Transit is proud of the caliber of all Transit Operators and thanks them for their exceptional service to the public.



# Newsletter

April - June  
Volume 7 – Number 2

## El Dorado County Fair Free Parking Shuttle



## Two Transit Planning Projects Underway

El Dorado Transit will provide free shuttle service for the 2023 El Dorado County Fair from Thursday, June 15, 2023 through Sunday, June 18, 2023. Shuttle buses will operate from 11:30am to 12:30am on Thursday and Friday; 9:30am to 12:30am on Saturday and from 11:30am to 10:30pm on Sunday. Shuttles will be available from the following parking locations:

El Dorado Transit is currently working with consultants on two studies that will help shape the direction of transit services in our community. Both studies will give the public the opportunity to provide input on needed priorities.

- El Dorado County Library (on Ray Lawyer Drive)
- Ray Lawyer Drive Park and Ride

The first project is an update to the El Dorado Transit Park and Ride Master Plan which will focus mostly on the Sacramento Commuter routes. The Plan will focus on development of investment strategies to improve or add park and ride facilities, with consideration for the measurable impacts of the Covid-19 pandemic on commute travel patterns, as well as longer-term regional ridership growth objectives and sustainability.

The Fair shuttle is funded by a grant from the El Dorado County Air Quality Management District with support from the El Dorado County Fair Association.

The second project will analyze our local bus and on-demand services and will provide recommendations to restore and improve those services in the wake of the COVID-19 pandemic.

Both studies will focus on public input to understand the needs of the community. Look out for notifications for upcoming surveys and public meetings, and contact El Dorado Transit for more information.

### Shuttle Hours

Thursday.....11:30am to CLOSE  
 Friday.....11:30am to CLOSE  
 Saturday.....9:30am to CLOSE  
 Sunday.....11:30am to CLOSE





## Spring Sale on Local Fixed Route Monthly Passes



El Dorado Transit is offering a spring sale on Local Fixed Route monthly passes for April, May and June 2023.

- 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/](http://eldoradotransit.com/faresandpasses/).

## El Dorado Transit is Hiring!

El Dorado Transit is currently hiring Transit Drivers. 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 at the El Dorado Transit office.

## Student Summer GO Pass

This Summer students in grades K-12 can get unlimited rides on all El Dorado Transit’s Local Fixed routes for just \$5.00. The pass is valid from June 1, 2023 through July 31, 2023.

The Local routes provide service to the following locations that can be enjoyed all summer long:

- Library
- Movie Theaters
- Parks and Pools
- Recreational Centers
- Restaurants

The Summer GO Pass can be purchased and loaded onto a Connect Card online or at a Connect Card sales outlet. Connect Cards can be obtained from the El Dorado Transit Office.

For more information regarding the Summer GO Pass visit [www.eldoradotransit.com/news](http://www.eldoradotransit.com/news) or call El Dorado Transit at (530) 642-5383.



## Holiday Schedule

### April – June Holiday Schedule

- Monday, May 29<sup>th</sup> .....Memorial Day
- Monday, June 19<sup>th</sup> .....Juneteenth

The Sacramento/ South Lake Tahoe Connecting bus will be the only operating service on listed holidays.

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

SIGN UP FOR RIDER ALERTS



Routeshout 2.0