

AGENDA ITEM 2 A
Action Item

TIMED ITEM

1:00 PM

PUBLIC HEARING

MEMORANDUM

DATE: June 4, 2026
TO: El Dorado County Transit Authority
FROM: Steffi Ahart, Human Resources Manager / Interim Finance Manager
SUBJECT: Fiscal Year 2026/27 Final Operating Budget

REQUESTED ACTION:
BY MOTION,

- 1. Open Public Hearing**
- 2. Accept Public Comment**
- 3. Close Public Hearing**
- 4. Adopt Resolution No. 26-21 Finalizing the Operating Budget for Fiscal Year 2026/27**
- 5. Adopt Resolution No. 26-22 Finalizing the Fiscal Year 2026/27 Personnel Allocation Table**
- 6. Adopt Fiscal Year 2026/27 Organizational Chart**

BACKGROUND

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

Board actions to date related to the Fiscal Year (FY) 2026/27 Operating Budget:

March 5, 2026,	Presentation of the Preliminary Operating Budget for FY 2026/27
	Approval of the Proposed Personnel Allocation Table and Proposed Organizational Chart for Fiscal Year 2026/27
April 2, 2026,	Adoption of Resolution No. 26-14 for the Preliminary Operating Budget for FY 2026/27, and appointment of an Ad Hoc Budget Committee
April 2, 2026,	Adoption of Resolution No. 26-13 authorizing the Executive Director to claim Transportation Development Act (TDA) funds for the FY 2026/27 Operating Budget

The Ad Hoc Budget Review Committee met on May 13, 2026, for a complete review and discussion covering the Proposed Operating Budget. This included Chair Brian Veerkamp, Vice-Chair Jackie Neau, Executive Director Brian James, Human Resources Manager Steffi Ahart, and Fiscal Technician Nick Maynard.

The El Dorado Transit, Transit Advisory Committee (TAC) will meet next on August 12, 2026, and will review the presentation of the FY 2026/27 Operating Budget at that time.

DISCUSSION

The proposed final Operating Budget for FY 2026/27 presented for consideration is balanced to projected revenues and includes total operating expenses of \$11,130,128. As noted in the attached budget report there are eleven (4) changes, highlighted in bold, between the proposed FY 2026/27 Operating Budget approved on April 2, 2026, and the final version proposed for adoption. These changes include the following:

Revenue

- 4112.00 – Added Federal Transit Administration (FTA) Section 5307 Grant revenue

Total increase of \$526,006 in budgeted revenue.

Service and Supply Accounts

- 5040.01 – Increase was based on continued volatility in fuel markets and the estimated increase in fuel costs during the next fiscal year.
- 5050.03 – Increase was based on upgrades to Park & Rides cameras and lights.
- 5160.07 – Increase was based on upgrades and installation of new Park & Rides maintenance systems for water.
- 6270.00 – Increase to balance additional revenue.

Total increase of \$261,006 in Service and Supplies expenses.

All other revenue and expenditure projections remain unchanged from the last Operating Budget presented for approval in April 2026. The Executive Director and Finance Manager will continue to closely monitor actual revenues and expenses. Per the El Dorado Transit Bylaws, the Board delegates authority to the Executive Director to adjust expenditures between line items within the same major budget categories, provided that total expenditure remains within the adopted budget.

The annual Operating Budget is typically brought before the Board at least one more time at the mid-year point for approval of significant adjustments. Any recommended revisions to the Board adopted FY 2026/27 Operating Budget will be presented for full consideration in open session.

Staff recommends adoption of the attached Resolution No. 26-21 finalizing the El Dorado Transit Operating Budget for FY 2026/27 and Resolution No. 26-22 finalizing the Personnel Allocation Table for FY 2026/27.

FISCAL IMPACT

The proposed Final Operating Budget for FY 2026/27 reflects \$11,656,134 in total operating expenditures balanced to projected available Federal, State and project specific revenues.

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 26-21**

RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY
TRANSIT AUTHORITY ADOPTING THE FINAL OPERATING
BUDGET FOR FISCAL YEAR 2026/27

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 7.2 of the Bylaws further require, *“Final operating budget shall be adopted by the Board on or before July 15 of each year.”*; and

WHEREAS, the preliminary Fiscal Year 2026/27 operating budget was presented at public meeting on March 5, 2026: and

WHEREAS, the preliminary Fiscal Year 2026/27 operating budget was adopted at public meeting on April 2, 2026: and

WHEREAS, the proposed operating budget for Fiscal Year 2026/27 ending June 30, 2027, is based upon the current level of service; and

WHEREAS, the proposed Fiscal Year 2026/27 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 final operating budget for Fiscal Year 2026/27 ending June 30, 2027, considered at the June 4, 2026, Board meeting.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board held on the 4th day of June 2026 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Brian Veerkamp, Chairperson

ATTEST:

Megan Wilcher, Secretary to the Board

**EL DORADO COUNTY TRANSIT AUTHORITY
RESOLUTION NO. 26-22**

RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY
TRANSIT AUTHORITY ADOPTING A PERSONNEL ALLOCATION TABLE FOR FISCAL
YEAR 2026/27

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

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

1. The Board adopts the attached Personnel Allocation Table as a maximum allocation of personnel for the fiscal year 2026/27.
2. The Board authorizes the Executive Director to utilize extra-help employees as necessary to meet the service needs of the public.

PASSED AND ADOPTED BY THE GOVERNING BOARD OF THE EL DORADO COUNTY TRANSIT AUTHORITY at a regular meeting of said Board held on the 4th day of June 2026, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

Brian Veerkamp, Chairperson

ATTEST:

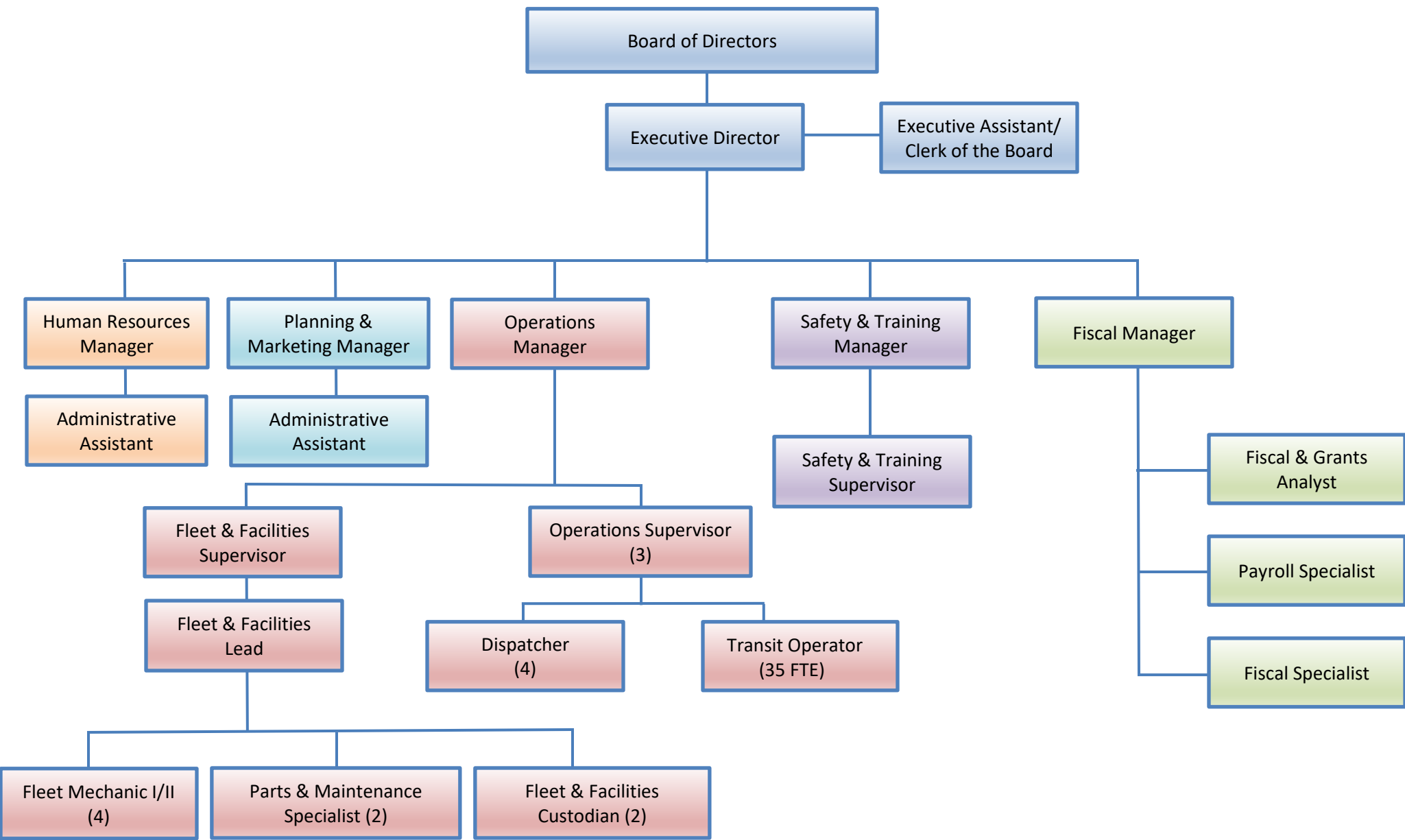
Megan Wilcher, Secretary to the Board

EL DORADO COUNTY TRANSIT AUTHORITY
PERSONNEL ALLOCATION TABLE
Fiscal Year (FY) 2026/27

Classification	Approved FY 2026/27 (FTE*)
Administrative Assistant	2
Dispatcher	4
Executive Assistant/Clerk of the Board	1
Executive Director	1
Fiscal & Grants Analyst	1
Fiscal Manager	1
Fiscal Specialist	1
Fleet & Facilities Custodian	2
Fleet & Facilities Supervisor	1
Fleet & Facilities Lead	1
Fleet Mechanic I/II	4
Human Resources Manager	1
Operations Manager	1
Operations Supervisor	3
Parts & Maintenance Specialist	2
Payroll Specialist	1
Planning & Marketing Manager	1
Safety & Training Manager	1
Safety & Training Supervisor	1
Transit Operator	35
<i>TOTAL ALLOCATED POSITIONS</i>	<i>65</i>

* FTE = Full Time Equivalent

**EL DORADO COUNTY TRANSIT AUTHORITY
APPROVED ORGANIZATIONAL CHART
FISCAL YEAR 2026/2027**



Board Approved: March 5, 2026
Effective: June 27, 2026

**EL DORADO COUNTY TRANSIT AUTHORITY
PROPOSED FINAL OPERATING BUDGET 2026/2027**

OPERATING BUDGET		FY2026/27	FY2026/27	
		Prelim Operating	Final Operating	
REVENUE ACCOUNTS		Adopted 04/02/26	Presented 06/04/2026	Difference
4000.00	Transportation Development Act (TDA/LTF)	\$6,653,232	\$6,653,232	\$0
4100.00	Federal Transit Administration (FTA) Section 5311 Grant	\$777,840	\$777,840	\$0
4100.05	Federal Transit Administration (FTA) Section 5311(f) Grant	\$75,000	\$75,000	\$0
4100.06	Federal Transit Administration (FTA) ARPA Section 5311 Grant	\$0	\$0	\$0
4107.03	Fair Shuttle AB2766 Grant	\$25,000	\$25,000	\$0
4112.00	Federal Transit Administration (FTA) Section 5307 Grant	\$0	\$526,006	\$526,006
4270.00	State Transit Assistance (STA)	\$1,722,451	\$1,722,451	\$0
4300.00	Cash Fares	\$118,000	\$118,000	\$0
4310.00	Contract Services	\$175,000	\$175,000	\$0
4330.00	Commuter Route Fare Media	\$740,000	\$740,000	\$0
4350.00	Local Route Fare Media	\$114,000	\$114,000	\$0
4360.00	Paper Scrip	\$11,500	\$11,500	\$0
4370.00	CCJPA	\$150,500	\$150,500	\$0
4400.00	Advertising Revenue	\$30,000	\$30,000	\$0
4970.00	Interest Income	\$400,000	\$400,000	\$0
4990.00	Misc. Revenue	\$400	\$400	\$0
5060.00	Offset Reserve Fund - CalTIP (Restricted)	\$137,205	\$137,205	\$0
TOTAL REVENUES		\$11,130,128	\$11,656,134	\$526,006
SALARY & BENEFIT ACCOUNTS				
5010.00	Regular Employees	\$4,600,000	\$4,600,000	\$0
5010.02	Temporary Employees	\$110,000	\$110,000	\$0
5010.07	Overtime	\$120,000	\$120,000	\$0
5010.08	On Call Pay	\$6,500	\$6,500	\$0
5010.09	ARBRK and Shift Pay	\$60,000	\$60,000	\$0
5020.01	Employee Retirement	\$700,000	\$700,000	\$0
5020.02	Health Insurance	\$1,550,000	\$1,550,000	\$0
5020.03	Unemployment Insurance	\$10,000	\$10,000	\$0
5020.04	LT Disability/Life Ins	\$50,000	\$50,000	\$0
5020.05	Worker's Comp	\$340,000	\$340,000	\$0
5070.01	OASDI - Payroll Tax - FICA	\$7,000	\$7,000	\$0
5070.02	MEDICARE - Payroll Tax	\$65,000	\$65,000	\$0
TOTAL SALARY & BENEFITS		\$7,618,500	\$7,618,500	\$0
SERVICE & SUPPLY ACCOUNTS				
5030.00	Professional Services	\$180,000	\$180,000	\$0
5030.10	Employee Medical Exams	\$15,000	\$15,000	\$0
5030.30	Background Checks	\$3,000	\$3,000	\$0
5040.00	Vehicle Maintenance (In-House)	\$500,000	\$500,000	\$0
5040.01	Fuel Purchase	\$750,000	\$1,000,000	\$250,000
5040.02	Vehicle Maintenance/Tires & Tubes	\$125,000	\$125,000	\$0
5040.03	Vehicle Maintenance/Lubricants	\$45,000	\$45,000	\$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
5050.01	Communications - Phone	\$50,000	\$50,000	\$0
5050.02	Utilities	\$60,000	\$60,000	\$0
5050.03	Utilities/ Park & Rides	\$25,000	\$30,000	\$5,000
5060.01	Insurance Premiums/Public Liability	\$500,000	\$500,000	\$0
5060.02	Insurance Premiums/Physical Damage	\$40,500	\$40,500	\$0
5060.03	Insurance Premiums/Commercial	\$15,000	\$15,000	\$0
5060.04	Insurance Premium EPLI Package	\$32,000	\$32,000	\$0
5090.00	Operating Expense - Other	\$2,500	\$2,500	\$0
5090.01	Household Expenses	\$25,000	\$25,000	\$0
5090.02	Shop Clothing & Supplies	\$15,000	\$15,000	\$0
5090.05	Uniforms - Other	\$20,000	\$20,000	\$0
5090.06	Service Contracts/Equipment	\$200,000	\$200,000	\$0
5090.08	Pubs/Legal Notices	\$2,500	\$2,500	\$0
5090.20	Communications - Radio	\$500	\$500	\$0
5090.30	Staff Development/Travel	\$80,000	\$80,000	\$0
5090.40	Memberships	\$8,000	\$8,000	\$0
5090.50	Safety Equipment/Training	\$30,000	\$30,000	\$0
5090.70	Office Expense	\$30,000	\$30,000	\$0
5090.72	Bank Charges	\$1,500	\$1,500	\$0
5090.73	Credit Card Charge Fees	\$6,500	\$6,500	\$0
5090.74	Connect Card Administration Expenses	\$9,000	\$9,000	\$0
5090.75	Printing	\$10,000	\$10,000	\$0
5090.80	Postage	\$5,500	\$5,500	\$0
5120.00	Rents/Leases	\$16,000	\$16,000	\$0
5140.01	Equipment Purchase - Data Processing	\$2,500	\$2,500	\$0
5140.05	Equipment Purchase - Office	\$1,800	\$1,800	\$0
5150.00	Special Department Expense	\$1,500	\$1,500	\$0
5150.01	Marketing	\$7,500	\$7,500	\$0
5160.00	Maintenance/Other	\$2,000	\$2,000	\$0
5160.01	Maintenance/Buildings	\$20,000	\$20,000	\$0
5160.03	Maintenance/Equipment	\$3,000	\$3,000	\$0
5160.05	Maintenance/Grounds	\$3,500	\$3,500	\$0
5160.07	Park and Ride Maintenance	\$15,000	\$25,000	\$10,000
5160.09	Maintenance/Bus Stop	\$4,000	\$4,000	\$0
4108.03	Fair Shuttle AB2766 Grant	\$25,000	\$25,000	\$0
5008.01	MY RIDE - Mileage Expenses	\$190,000	\$190,000	\$0
6270.00	Contingency	\$383,328	\$644,334	\$261,006
TOTAL SERVICES AND SUPPLIES		\$3,511,628	\$4,037,634	\$526,006
TOTAL OPERATING EXPENSES		\$11,130,128	\$11,656,134	\$526,006