

AGENDA ITEM 1 I
Consent Item

MEMORANDUM

DATE: September 3, 2020

TO: El Dorado County Transit Authority

FROM: Julie Petersen, Finance Manager

SUBJECT: Approve Funding of Operating Reserve Fund for Fiscal Year 2019/20

REQUESTED ACTION:
BY MOTION,

**Approve Funding of Operating Reserve utilizing Bike Locker,
Advertising and Miscellaneous revenue accounts for Fiscal Year
2019/20**

BACKGROUND

On August 4, 2011, the El Dorado County Transit Authority (El Dorado Transit) adopted Resolution 11-26 establishing an Operating Reserve Policy and Resolution No. 11-27 establishing a designated target funding level of \$1,500,000 for the operating reserve account.

On April 5, 2018, the Board adopted Resolution No. 18-16 reducing the target level of funding to \$1,000,000.00 using a blended method of \$500,000 held by the El Dorado County Transportation Commission (EDCTC) and the balance held by El Dorado Transit.

The intent of this fund is to create a stable funding source available to offset unexpected revenue shortfalls or increased expenses. El Dorado Transit, as a Joint Powers Agency (JPA) between the County of El Dorado and the City of Placerville does not have access to funds from jurisdictional General Funds or other municipal departments.

DISCUSSION

During the Mid-Year Budget process presented each February, revenue and expenses are analyzed to determine the financial “health” of the agency based on the first six (6) month’s experience and projections are adjusted for the remainder of the year if necessary. If approved, non-operating or miscellaneous income budget line items are zeroed to make certain these funds are not needed to balance the operating budget.

Staff is recommending Board approval to designate revenue accounts; 4370.00-Bike Locker Rental, 4400.00-Advertising Income, and 4990.00-Misc. Revenue as sources of non-tax revenue to be used to fund the operating reserve.

FISCAL IMPACT

Receipts for unaudited miscellaneous revenues total \$14,696.60 for FY 2019/20. If approved this amount will be transferred into the operating reserve interest bearing account. Final transfer will occur following the Financial and Compliance Audit presented at the December Board meeting.