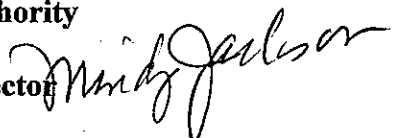


AGENDA ITEM 5 G  
Consent Item

**MEMORANDUM**

**DATE:** May 7, 2009  
**TO:** El Dorado County Transit Authority  
**FROM:** Mindy Jackson, Executive Director   
**SUBJECT:** Adopt Personnel Allocation Table for fiscal year (FY) 2009/10

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

**Adoption Resolution No. 09-12 approving the Personnel Allocation Plan for fiscal year (FY) 2009/10**

**BACKGROUND**

The El Dorado County Transit Authority (El Dorado Transit) approves a personnel allocation plan annually as a component of the budget process. On April 14, 2009 the Board of Directors approved service modifications for FY 2009/10 to balance the budget. The service changes reduce the number of revenue service hours requiring a reduction in personnel.

**DISCUSSION**

Adoption of the personnel allocation for FY 2009/10 will allow management to begin working with the affected employees and labor representatives on the necessary steps to reduce staffing levels that correspond to approved service reductions.

Staffing changes include the reduction of five (5) full-time Transit Drivers positions; addition of three (3) part-time Transit Driver positions; Transit Trainer position allocated but unfilled (not included in budget); Information Technology Analyst position allocated at 1 full-time equivalent (fte) however; budget includes funds for .5 fte.

**FISCAL IMPACT**

Budget Account 5010.00

Salaries and Benefits (\$389,368.82)

**EL DORADO COUNTY TRANSIT AUTHORITY  
RESOLUTION NO. 09-12**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
EL DORADO COUNTY TRANSIT AUTHORITY  
ADOPTING THE PERSONNEL ALLOCATION TABLE  
FOR FISCAL YEAR 2009-2010**

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

**WHEREAS**, EDCTA has experienced a decrease in operating revenue that requires the reallocation of EDCTA personnel; and

**WHEREAS**, the Board approved service reductions for EDCTA at its Public Hearing on April 14, 2009.

**NOW, THEREFORE**, BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY TRANSIT AUTHORITY:

1. The Board adopts the attached Personnel Allocation Table as a maximum allocation of personnel for the fiscal year 2009-2010.
2. The Board authorizes the Executive Director to implement reductions in personnel to address EDCTA's fiscal needs and to allocate personnel positions between part-time and full-time classifications and 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 7th day of May 2009, by the following vote of said Board:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Patty Borelli, EDCTA Chair

ATTEST:

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Barbara McDonald, Secretary to the EDCTA Board

Classification	Approved FY 2008/09 (fte*)	Preliminary FY 2009/10 (fte*)
Accounting Technician I	2	2
Equipment Mechanic I/II	3	3
Fiscal Administration Manager	1	1
Information Technology Analyst	1	1
Maintenance Technician	2	2
Office Assistant II	2	2
Admin Services/Human Resources Manager	1	1
Operations Manager	1	1
Senior Equipment Mechanic	1	1
Executive Director	1	1
Transit Dispatcher	4	4
Transit Scheduler	1	1
Transit Driver	31	27.5
Transit Services Assistant	1	1
Transit Trainer	1	1
Transportation Supervisor	2	2
<b><i>TOTAL ALLOCATED POSITIONS</i></b>	<b>55</b>	<b>51.5</b>

\* fte = Full Time Equivalent