AMADOR TRANSIT BOARD OF DIRECTORS

Thursday, May 3, 2018 – 9:00 A.M.

AMADOR COUNTY TRANSPORTATION COMMISSION OFFICES

Board Room

117 Valley View Way, Sutter Creek, CA 95642

AGENDA

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact Amador Transit System staff at (209) 267-9395 or (209) 267-1462 (fax). Requests must be made as early as possible and at least one-full business day before the start of the meeting.

PLEDGE OF ALLEGIANCE

AGENDA: Approval of agenda for this date. Off agenda items must be approved by the Directors, pursuant to Government Code Section 54954.2.

PUBLIC MATTERS NOT ON THE AGENDA: Discussion items only, no action to be taken. Any persons may address the Board at this time upon any subject within the jurisdiction of Amador Transit; however, any matter that requires action may be referred to staff and/or Committee for a report and recommendation for possible action at a subsequent Commission meeting. Please note - there is a five (5) minute limit per topic.

CONSENT AGENDA (Items 1- 7): Note: Items listed on the consent agenda are considered routine and may be enacted by one motion. Any item may be removed for discussion and made a part of the regular agenda at the request of a Board Member(s).

1. Board Minutes, April 2018
2. Ridership Analysis, March 2018
3. Ridership Analysis, Amador-Sacramento Express, March 2018
4. Vehicle Maintenance Report, March 2018
5. Performance Report, March 2018
6. Budget/Expenditure Report, March 2018
7. Compliments, Complaints and Service Requests

8. **GENERAL MANAGER VERBAL REPORT (Non-Action Items):**

NONE

REGULAR AGENDA ITEMS:

09. Approve AT FY 2018/19 Final Budget

10. **RESO 18-01:** Review and approve new addendum adding Opioids to AT's Drug and Alcohol Policy; as required by USDOT.

11. **CLAIMS:**

12. **ADJOURNMENT**

AMADOR TRANSIT (AT)
MINUTES
April 5, 2018 – 9:00 a.m.

The Amador Transit Board of Directors met at the Amador County Transportation Commission (ACTC) Offices, 117 Valley View Way, Sutter Creek, California on the above date, and the following proceedings were had, to wit:

Present on Roll Call:
Brian Oneto, Chairman
Tim Murphy, Vice Chairman
Jon Colburn
Richard Forster
Dominic Atlan
John Plasse

Also Present:
Patricia Maggie Amarant, AT General Manager
John Gedney, ACTC Executive Director
Nancy Champlin, ACTC Administrative Secretary
Michele Demetras, Office of Rural Planning, Caltrans District 10

AGENDA:

Motion: It was moved by Director Plasse, seconded by Director Atlan, and unanimously carried to approve the Agenda.

PUBLIC MATTERS NOT ON THE AGENDA: None

CONSENT AGENDA:

Ridership Analysis, Amador-Sacramento Express, February 2018: Director Colburn commented on the reduction in ridership and asked if it may be contributed to a better economy and people driving their own cars or a reflection of being stalled in traffic. Ms. Amarant replied both may be contributing factors. People may be driving in order to get to work earlier and there are traffic issues in downtown Sacramento affecting the return ride home. AT is going to have to deviate again and pick up passengers on "N" Street due to construction work on "J" Street to implement a bicycle lane.

Performance Report, February 2018: Director Plasse commented that during the budget committee meeting, it was discussed separating out the Sacramento route to get a true performance measure of local operations. He noted that the farebox ratio did not appear on this month's report. Ms. Amarant replied that it will show again on future reports.

Motion: It was moved by Vice President Murphy, seconded by Director Plasse, and unanimously carried to approve the Consent Agenda as discussed.

General Manager Report - Connect Transit Fare Card: Ms. Amarant reviewed her staff report. The Directors discussed the program and requested Ms. Amarant provide the following information at a future meeting:

- List of other needs or areas where funding from Public Transportation Modernization, Improvement, and Service Enhancement Account Program (PTMISEA) can be used. There is approximately $172,000 remaining in that fund category.
- Try to determine how many riders would use a Connect Card and if it would encourage new ridership. There are approximately 15-20 riders currently on the Sacramento Route.
- Bring back a sample of the data that is generated and how it could meet our needs or replace the current manual data gathering. What would the cost be if it were applied system-wide?
- Provide a sample Memorandum of Understanding.

Vice Chairman Murphy requested that Ms. Amarant's monthly performance report to the Directors include a separate line item for the Sacramento route that includes the cost and revenues.

Director Forster noted that PTMISEA funding is administered by Caltrans based on adopted Short-Range Transit Development Plans or Capital Improvement Plans submitted by the Regional Transportation Planning Agency. He asked if this expenditure was in the Short Range Plan and Ms. Amarant replied that it could be amended.

REGULAR AGENDA:

Review and Approve Preliminary FY 2018/19 Budget: Ms. Amarant reviewed her staff report. She noted that the 5316 Operating Assistance grant is no longer available with the inception of MAP-21. All transit agencies are looking for new funding areas to help with operations. The State is expecting funding through 5311 to keep increasing, but it will not provide enough funds to cover what was lost through 5316 funding. Amador Transit will need to use State Transit Assistance (STA) funds for operating in order to meet the budget requirements. Director Plasse commented that in the last couple of years, STA funds have been placed in reserves to fill the depreciation reserve allocations.

Ms. Amarant noted that the line item for vehicle tech-serv-outreach under variable expenses will probably increase until the buses that are out of warranty are taken out of service and replaced. She added that the liability & property damage insurance had increased significantly. Chairman Oneto asked if another insurance carrier could be found. Ms. Amarant replied that, due to their small size, AT is in a CalTIP pool. Director Atlan suggested insurance quotes be requested every year.

Director Plasse asked if the PTMISEA program still existed and Ms. Amarant replied "no". The contact person for PTMISEA is now handling funding for the State of Good Repair (SGR) program. He noted that in the future, if AT is not able to fully fund the depreciation reserves, other grant sources will need to be identified for replacing buses when they wear out. Ms. Amarant replied that other possible grants for vehicle replacement are 5337 and 5339.

Director Atlan commented that he liked the way the spreadsheet was presented and asked if the received/spent column in the FY 15-16 and FY 16-17 column was an audited amount. Ms. Amarant relied "yes" and Director Atlan suggested the chart reflect that it is a fixed number.

Motion: It was moved by Director Forster, seconded by Director Plasse, and unanimously carried to approve the preliminary fiscal year 2018-19 budget.

Claims:

Motion: It was moved by Vice Chairman Murphy, seconded by Director Plasse, and unanimously carried to approve the claims list.

Adjournment:

At 9:55 a.m. the Chairman adjourned the meeting to Thursday, May 3, 2018 at 9:00 a.m. at the Amador County Transportation Commission Offices, 117 Valley View Way, Sutter Creek, California.

Brian Oneto, Chairman
Amador Transit

ATTEST:

Recording Secretary

Note: Copies of referenced documents are available at the AT and ACTC offices.

AMADOR TRANSIT SERVICE SUMMARY	MONTHLY

March 2018

FY 17/18	Service Days
	22

Sacramento	733
Upcountry	625
Plymouth	481
A - Shuttles 5-1 - 5-7	899
B - Shuttles 6-1 - 6-7	862
Ione	316
Dial-A-Ride	2,570
(Dandelion Days)Special Events	191
TOTAL PASSENGERS	6,677
AV. DAILY	304
ADULT	1,715
SENIOR	770
PERSONS W/DISABILITIES	3,013
YOUTH	258
Non-Revenue-PCA	325
Non-Revenue - Child	41
Non-Revenue - Family Pass	31
Wheelchair	404
Bicycles	42
FARES PAID BY MONTH/DAY PASS	
Monthly Pass	1,011
$6 Day Passes Trips	151
$6 Day Passes Sold	33
Cash Fares	$3,550.73
FARES PAID BY PRE-PAID TICKETS	
Pre-Paid Tix .50¢	
Pre-Paid Tix $1.00	1,541
Pre-Paid Tix $1.25	-
Pre-Paid Tix $1.50	29
Pre-Paid Tix $2.00	132
Pre-Paid Tix $2.50	-
Pre-Paid Tix $3.00	120
Pre-Paid Tix $4.00	51
Pre-Paid Tix $7.00	51
Mileage	
Revenue miles	23,051
Non-Revenue miles	1537

RIDERSHIP ANALYSIS
MARCH 2018

AMADOR TRANSIT
FISCAL YEAR 2017/2018

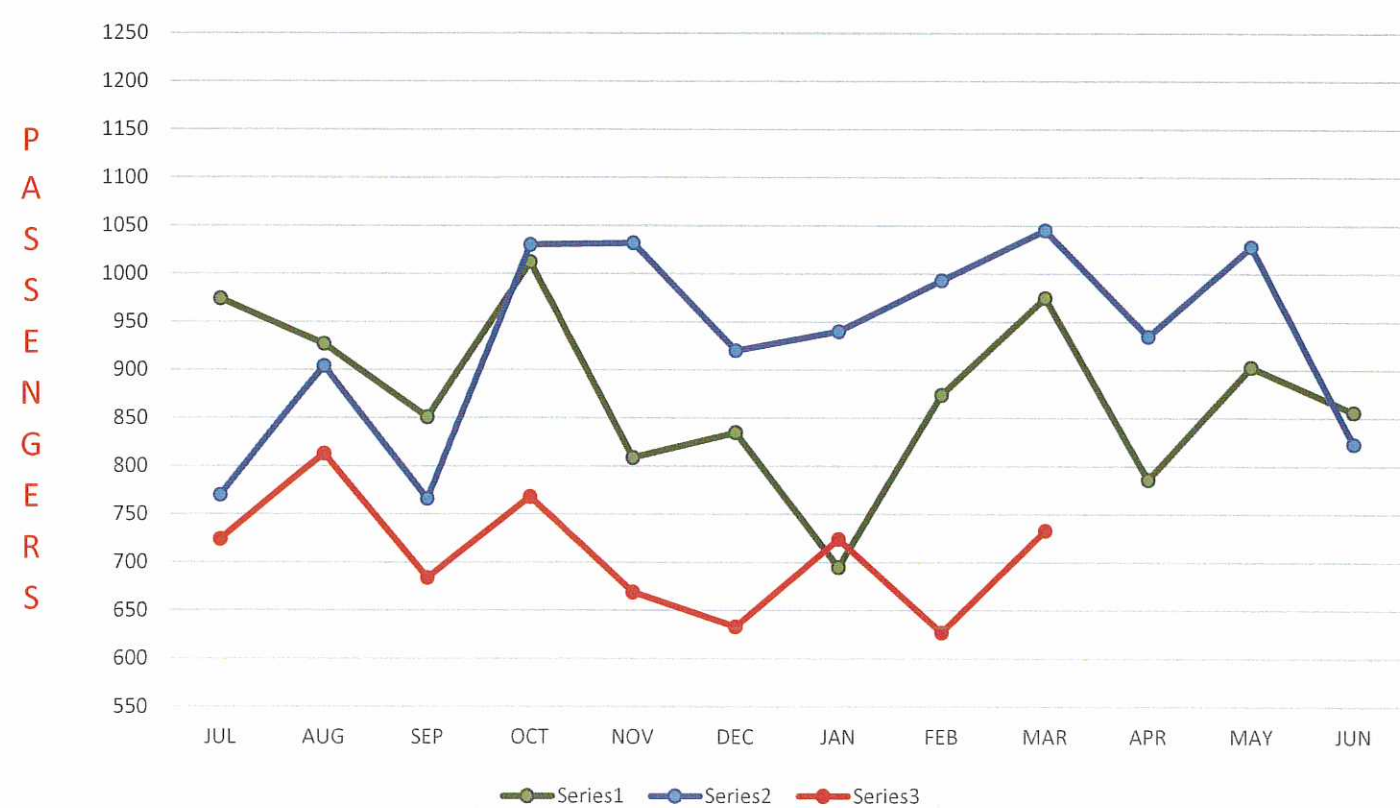
JANUARY

% Change from FY 16/17

-5.2%

AMADOR-SACRAMENTO EXPRESS

MONTH	11 AMADOR/SAC		12 AMADOR/SAC		TOTAL
April 2017	**101**	**370**	**113**	**351**	**935**
May 2017	**111**	**409**	**125**	**383**	**1028**
June 2017	**101**	**316**	**113**	**293**	**823**
July 2017	**78**	**263**	**104**	**279**	**724**
August 2017	**101**	**305**	**105**	**302**	**813**
September 2017	**83**	**231**	**108**	**262**	**684**
October 2017	**90**	**272**	**117**	**289**	**768**
November 2017	**106**	**220**	**115**	**228**	**669**
December 2017	**85**	**193**	**127**	**228**	**633**
January 2018	**118**	**231**	**117**	**258**	**724**
February 2018	**95**	**214**	**103**	**215**	**627**
March 2018	**110**	**257**	**126**	**240**	**733**
Average Pass/day Month of February 2018	**5.0**	**11.7**	**5.7**	**10.9**	**33.3**



VEHICLE DESCRIPTION *Automatic tire chains	ODOMETER READING 03/31/18*** TOTAL MILES MONTH OF March	REPAIR HOURS	Dates	MAINTENANCE PERFORMED MONTH OF March 2018 Jobs exceeding $150 performed since JULY 2015 (in gray) FY 2016/2017	COST MONTH of March	July 2015 to-date CUMULATIVE COST (over $150)
*Bus #27 (diesel) 02 Ford 20-passenger 4 w/c	315,082 ODO *** 0 March	2	03 - 2018	REPLACED BLOWER FAN. WC INTERLOCK INOP. ELECTRIC PROB. PERMANENTLY OUT OF SERVICE	$70.03	$4,839.00
					$70.03	
			10 - 2017	DRIVE TIRES X4	$924.72	
			08 - 2017	R&R FRON A/C COMPRESSOR	$389.86	
			05 - 2017	2 225/75/r16 Toyo's siped	$477.63	
			12 - 2016	2 A/C Compressors	$600.00	
			10 - 2016	Back-pressure tube replaced, sensor cleaned, WC lift pendant replaced, fixed loose wire, replaced 3 bolts on manifold, removed on broken bolt	$238.00	
			09 - 2016	Drive Tires 225/75/R 16	$828.00	
			04 - 2016	Steer tires 255/75r/16	$409.00	
			03 - 2016	Rear A/C Compressor.	$269.00	
			01 - 2016	Transmission service 9.5 qtrs…1 interior and 1 in line filter	$275.00	
			01 - 2016	Replaced CPS female wire pig tail. Valve cover gaskets and glow plug/fuel injector harness, repaired wires,hoses, AUX battery terminal connector	$434.00	
			01 - 2016	Replaced water pump, thermostat, turbo seals, MAP sensor hose. New O-ring to oil dip stick to oil pan. Removed, cleaned turbo air intake, replaced seals	$275.00	
			12 - 2015	Particulate filter cleaned. Reset red light. Replaced Flex hose	$160.00	
			09 - 2015	Replaced steer and drive tires 245/75/R16	$1,228.00	

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TRK #101 (gas)	124,330					$1,294.00
04 Chev Suburban	ODO					
6-passenger	***					
NON-REVENUE VH	594					
	March				$0.00	
			10 - 2015	Replace 4 tires, 225/75/R16. 4 TPS, turned front rotors, alignment	$1,143.00	
			09 - 2015	Replaced alternator	$151.00	
TRK #102 (gas)	15,985					$0.00
14 F450 4x4	ODO					
3-passenger	***					
NON-REVENUE VH	88					
	March				$0.00	
TRK #103 (gas)	98,358					$570.00
1998 Ford Ranger	ODO					
3-passenger	***					
NON-REVENUE VH	576					
	March				$0.00	
			07 - 2015	July 8 - 4 Toyo siped 205/75/R14 $570	$570.00	

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VAN #201 (gas) 15 DODGE CARAVAN 1-WC, 5 passenger	12,759 ODO *** 421 March	1.00	03 - 2018	PM-A	$0.00	**$0.00**
VAN #202 (gas) 15 DODGE CARAVAN 1-WC, 5 passenger NON-REVENUE	12,474 ODO *** 371 March	1	03 - 2018	PM-A	$0.00	**$0.00**
VAN #203 (gas) 17 DODGE CARAVAN 1-WC, 5 passenger NON-REVENUE	7,501 ODO *** 394 March	1-Jan	03 - 2018	PM-A	$0.00	**$0.00**

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Bus #301 Diesel	65,765	3.00	03 - 2018	PM-B	$42.84	**$694.10**
13 Chevrolet	ODO	0.50	03 - 2018	RIGHT HEAD LIGHT BULB	$21.99	
16-passenger 3 w/c	***					
	1,615 March					
			07 - 2017	Replace steering & drive tires. TOYOS 225/75/R16	$1,432.49	
			03 - 2017	repair to driver side step	$415.00	
			03 - 2017	replaced w/c lift outer roll stop cylinder, and adjusted	$268.71	
			03 - 2016	Replaced Steer tires	$409.00	
Bus #302 Diesel	68,574	2.50	03 - 2018	PM-A		**$2,133.54**
13 Chevrolet	ODO	0.15	03 - 2018	3.3 GALLONS OF DEF	$9.54	
16-passenger 3 w/c	***					
	1,501 March					
					$9.54	
			09 - 2017	REAR TIRES 225/75/R16 BACK COUNTRY AT	$898.86	
			05 - 2016	sent to Maita Chevy for electrical short repair	$1,105.00	
			01 - 2016	Hydruallic booster	$167.00	
			10 - 2015	Replaced drive tires 225/75/R16 back country	$852.00	

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Bus #401 Diesel	134,821	0.05	03 - 2018	Right rear outer tire sidewall damaged. Replaced with good one		$18,921.49
13 Chevrolet	ODO	3.00	03 - 2018	PM-B	$42.84	
16-passenger 3 w/c	***	4.00	03 - 2018	Rear end Rebuilt K&T Truck invoice #4620 Maintenance transported bus	$4,253.08	
	1,557		03 - 2018	poor quality DEF. 10 codes sent to Maita. Replaced NOX Sensor. Inv 58686	$1,587.90	
	March	0.05	03 - 2018	replaced left head light asy.	$231.00	
		1.50	03 - 2018	repaired entry door handxrail bracket, reconnected interlock system.		
					$6,114.82	
			12 - 2017	REAR BRAKE JOB AND REPLACED LEFT PARKING BRAKE SHOES	$266.65	
			12 - 2017	INVOICE # 582587 FROM MAITA DERATING QUILITY POOR. R&R DEF TANK	$1,316.69	
			10 - 2017	TOYOTA OPEN COUNTRY HT 255/75/16	$477.63	
			10 - 2017	RADIATOR, AIR FILTER, DEXCOOL, HYDRO BOOSTER, POWER STEERING	757.13	
			06 - 2017	drive tires	$924.27	
			05 - 2017	Replaced w/c lift outer roll stop cylinder	$268.72	
			04 - 2017	Replace front brake pads and rotors	$280.64	
			04 - 2017	Replace front right hub and wheel speed sensor	$280.94	
			03 - 2017	replaced driver convex mirror	$167.00	
			02 - 2017	Steer tires, TOYO siped 225/75/16	$451.00	
			01 - 2017	Replaced parking brake shoes, right brake rotor	$190.00	
			01 - 2017	Maita replaced ring pinion, rear bearing to differential. INV #563195	$2,741.00	
			12 - 2016	Right and Left upper control arms replaced	$423.00	
			09 - 2016	2 steer toyos & 4 back country rear tires	$1,338.00	
			05 - 2016	Replaced front and rear brake pads, right rear rotor, azle shaft seal, bearing and fluid	$198.00	
			04 - 2016	Steer tires, 255/75/r16	$409.00	
			11 - 2015	NOV 20 - Replaced brake hydro booster $167	$167.00	
			10 - 2015	OCT 1 - 6 225/75/R16 Back Country Tires $1228.12	$1,228.00	$4,551.14
			10 - 2015	OCT 1 - Replaced AUX and Main Batteries $203.54	$203.00	
			07 - 2015	July 17 - Steer tires Toyo 255/75/R16 $470	$470.00	
			07 - 2015	July 22 - Replaced front brake rotors and pads, bled brakes, test drove $249	$249.00	

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Bus #402 Diesel	117,518	3.00	03 - 2018	PM-A		
13 Chevrolet	ODO	0.15	03 - 2018	4.2 GALLONS OF DEF	$12.14	
16-passenger 3 w/c	***					
	2,725 March					
					$12.14	
			01 - 2018	REPLACED BRAKE HYDRO BOOSTER	$186.78	
			10 - 2017	4 DRIVE TIRED TOYOS	$950.86	
			07 - 2017	2 steering open country TOYO's 225/75/r16	$412.21	$3,100.84
			12 - 2016	Replaced 2 steer tires, 4 drive tires	$1,285.00	
			10 - 2016	New power sterring pump and drive belt installed	$259.00	
			07 - 2016	A/C Accumulator, p/s hose, a/c compressor seals filter, radiator and horn	$688.00	
			03 - 2016	Replaced steer and Drive tires.	$1,228.00	
			12 - 2015	Replaced brake hydro booster. Added fluid	$167.00	
			07 - 2015	Replaced drive tires 255/75/R16 Toyo siped	$912.00	
Bus #403 Diesel	114,017 3	3.00	03 - 2018	PM-B AND AIR FILER	$77.84	
13 Chevrolet						
16-passenger 3 w/c	***					
	2,888 March					
					$77.84	
			02 - 2018	road call to highway 88 E of lone bus towed in by ATR	$375.00	
			01 - 2018	REPLACED DRIVER TIRES 225/75/16 TOYO	$898.86	$11,981.35
			12 - 2017	STEER TIRES	$477.36	
			08 - 2017	EGR REPAIR WARRANTY	$160.30	
			03 - 2017	Drive tires, TOYOS HT, siped, balance, 225/75/R16	$922.67	
			03 - 2017	Maita Chevy repairs, invoice #56685	$302.67	
			03 - 2017	R&R tensioner belt	$184.75	
			12 - 2016	PM inspection, service. W/C lift outer rool-stop cylinder repleced	$271.00	
			12 - 2016	Replaced fan clutch, radiator 2 PS hoses, belt	$774.00	
			09 - 2016	2 steer tires toyos, not siped	$449.00	
			03 - 2016	Replaced Drive Tires .	$819.00	
			11 - 2015	Brake hydronic booster	$256.00	
			09 - 2015	Steer tires 225/75/R16Ttoyo's from stock	$454.00	

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Bus #404 Diesel	119,058	2.50	03 - 2018	PM-A		
13 Chevrolet	ODO	0.15	03 - 2018	4.4 GALLONS DEF	$12.72	
16-passenger 3 w/c	***					
	2,777					
	March					
					$12.72	
			02 - 2018	AIR FILTER HOUSING	$302.22	
			12 - 2017	REAR DIFERNTIAL REBUILT PERFROMANCE CHEVY INV # C46146	$2,178.00	
			09 - 2017	REPLACE DEF INJECTOR AND EXHAUST BURNOFF	$590.65	
			08 - 2017	PERFORMANCE CHEVY, AIR FILTER	$241.87	
			07 - 2017	Drive tires, 225/75/R16	$1,101.38	
			07 - 2017	Steer tires 225/75/R16 toyo's HT	$412.21	
			04 - 2017	New front brake pads and new brake boosters	$300.29	
			03 - 2017	Replace left headlamp	$231.01	
			02 - 2017	Steer tires 225/75/R16	$451.00	
			09 - 2016	4 back country tires, back country HT	$836.00	
			09 - 2016	2 b ack country HT steer tires	$418.00	$7,445.34
			07 - 2016	Main and AUX Batteries	$203.00	
			07 - 2016	Hahn's auto replace radiator and p/s hosehydrobooster, labor	$893.00	
			07 - 2016	Radiator, and p/s hose. Supplied own parts	$384.00	
			04 - 2016	replaced rear breake pads, left rotor	$159.00	
			04 - 2016	replaced upper control arm bushings	$298.00	
			11 - 2015	NOV 3 - 225/75/R16 Back Country $819	$819.00	
			07 - 2015	July 14 - Replaced steer tires 255/75R16 siped from stock $454.04	$454.00	
			04 - 2016	throttle body, gaskets	$292.00	
			12 - 2015	Replaced MAF sensor, test drove	$150.00	
			11 - 2015	Replaced 10 spark plugs and 10 coils with OEM parts	$546.00	
			08 - 2015	Replaced radiator, water pump, belt, belt tensioner, idler pully, and bearings	$254.00	
			07 - 2015	Replaced steer tires 255/75/R16	$454.00	
*Bus #405 (gas)	185,787	3.00	03 - 2018	PM-B	$31.11	
09 Ford	ODO	3.00	03 - 2018	REPLACED TRANSMISSION SHIFTER ARM BUSHING	$13.36	
16-passenger 2 w/c	***	0.25	03 - 2018	PASSENGER LAP BELT FEMALE END CONNECTOR. REPAIRED WINDOW	$39.87	
	2,174					
	March					
					$84.34	
			02 - 2018	Hahns enigne repair blown spark plug invoice# JO43231 replaced fiar box wires ect	$541.97	
			08 - 2017	REPLACED ALTERNATOR AND PIG TAIL. REPLACED RUBBER GROMMET	$329.41	
			07 - 2017	replaced radiator 2 spark plugs coils and a heater hose	$786.09	
			06 - 2017	Steer and Drive tires	$1,375.49	
			06 - 2017	Replaced rear A/C compressor and repaired heater hose coolant leak	$256.44	
			05 - 2017	Throttle Body repair by ron dupratt ford	$210.00	
			09 - 2016	drive tires, 4 back country AT	$836.00	
			08 - 2016	Steer tires	$488.00	
			08 - 2016	Replaced alternator, EMF Sheild on TPS and TPS wire harness and EMS tape	$425.00	
			08 - 2016	road call to fuel card lock,alternator bearings failed, bus towed to shop	$400.00	
			04 - 2016	Hahn's reparis, invoice #34105	$3,516.00	
			04 - 2016	throttle body, gaskets	$292.00	
			12 - 2015	Replaced MAF sensor, test drove	$150.00	
			11 - 2015	Replaced 10 spark plugs and 10 coils with OEM parts	$546.00	
			08 - 2015	Replaced radiator, water pump, belt, belt tensioner, idler pully, and bearings	$254.00	
			07 - 2015	Replaced steer tires 255/75/R16	$454.00	

VEHICLE DESCRIPTION *Automatic tire chains	ODOMETER READING 03/31/18*** TOTAL MILES MONTH OF March	REPAIR HOURS	Dates	MAINTENANCE PERFORMED MONTH OF March 2018 Jobs exceeding $150 performed since JULY 2015 (in gray) FY 2016/2017	COST MONTH of March	July 2015 to-date CUMULATIVE COST (over $150)
Bus #501 (gas)	220,767	3	03 - 2018	PM-B	$42.36	$7,238.36
06 Chevrolet	ODO					
28-passenger 2 w/c	***					
	1,492					
	March					
					$42.36	
				2 STEER TIRES TOYO 19.5	$884.03	
				REPLACED 2 OIL COOLER LINES	$178.35	
				R&R RADIATOR	$632.11	
			10 - 2017	4 RE-CAP TIRES	$722.66	
			10 - 2017	REPLACED REAR AC COMPRESSOR AND BELT; CHARGED SYSTEM	$424.92	
			05 - 2017	upper alternatir	$405.07	
			05 - 2017	replaced master brake cylinder, bled brake, steam cleaned ending	$325.77	
			04 - 2017	Steer and drive tires Toyos	$2,712.89	
			01 - 2017	Replaced brake hydraulic booster. 1 qt, Dextron VI, power steering, filter.	$641.00	
			01 - 2017	Out of service @ Bett's	$1,573.00	
			12 - 2016	Main, Aux batteries	$233.00	
			11 - 2016	Electric brake pump	$300.00	
			09 - 2016	mello invoice #31914 Transmission repair, torq converter rebuilt	$1,696.00	
			09 - 2016	R and L tie rod ends and drag link	$503.00	
			06 - 2016	Replaced windsheild	$405.00	
			11 - 2015	2 Steer tires from stock. 245/70/R19.5	$938.00	$215.00
			09 - 2015	245/70R19.5 Drive tires Toyos. Recap	$757.00	
			09 - 2015	Replaced belt tensioner and surp belt	$150.00	
Bus #502	169,913			OUT OF SERVICE, TRANSMISSION PROBLEMS		
06 Chevrolet	ODO					
28-passenger 2 w/c	***	0				
	0					
	March					
					$0.00	$8,566.79
			03 - 2016	Tested batteries, both tested bad, replaced	$215.00	

VEHICLE DESCRIPTION *Automatic tire chains	ODOMETER READING 03/31/18*** TOTAL MILES MONTH OF March	REPAIR HOURS	Dates	MAINTENANCE PERFORMED MONTH OF March 2018 Jobs exceeding $150 performed since JULY 2015 (in gray) FY 2016/2017	COST MONTH of March	July 2015 to-date CUMULATIVE COST (over $150)
Bus #503 (diesel)	91,576	1.00	03 - 2018	PM-B		
2014 Chevy Glaval	ODO	0.15	03 - 2018	5.4 GALLONS OF DEF	$15.61	
	***					
	2,694					
	March					
					$15.61	
			02 - 2018	BUS STUCK IN THE SNOW MEDOW DR TOWED TO SAFE AREA	$250.00	
			12 - 2017	STEER TIRES 255/70/R22.5	$857.75	
			10 - 2017		$2,182.38	
			07 - 2017	Front a/c compressor	$184.53	$1,755.18
			06 - 2017	Drive Tires	$1,173.52	
			02 - 2017	2 steer tires, 4 retread	$1,839.00	
			05 - 2016	replaced coolant surge tank	$189.00	
			04 - 2016	4 drive tires, 255/70/r22.5 recap	$921.00	
			07 - 2015	255/70/R22.5 Drive tires recaped	$954.00	
Bus #504 (diesel)	95,033	3.00	03 - 2018	PM-B	$73.28	
2014 Chevy Glaval	ODO	0.15	03 - 2018	5.5 GALLONS OF DEF	$15.90	
	***					
	1,950					
	March					
					$89.18	
			12 - 2017	WINDSHIELD	$182.12	
			12 - 2017	TURBO ASSIST. DELTA FREIGHTLINGER REPAIR	$2,378.55	
			09 - 2017	DELTA TRUCK DIAGNOSED AND REPLACED CRANKCASE BREATHER FILTER	$538.60	
			06 - 2017	Fron and rear tires, 255/722.5	$1,879.53	
			01 - 2017	Diagnostic check engine light, replaced batteries	$150.00	
			09 - 2016	Replaced left inside drive tire. Unrepairable damage	$182.00	
			08 - 2016	Steer tires	$891.67	
			08 - 2016	drive tires, recap-prepaid	$776.33	
			06 - 2016	2 group 31 batteries	$359.00	
			02 - 2016	Toyos Steer tires, 255/70/R22.5 Siped	$890.00	
			02 - 2016	Recapped drive tires 255/70r22.5 from stock, mounted/balanced/stems rblt	$776.00	

VEHICLE DESCRIPTION *Automatic tire chains	ODOMETER READING 03/31/18*** TOTAL MILES MONTH OF March	REPAIR HOURS	Dates	MAINTENANCE PERFORMED MONTH OF March 2018 Jobs exceeding $150 performed since JULY 2015 (in gray) FY 2016/2017	COST MONTH of March	July 2015 to-date CUMULATIVE COST (over $150)
Bus #505 (diesel)	2,799	8.00	03 - 2018	PM-A NEW BUS INSPECTION	$0.00	
2017 Freightliner	ODO	0.00		INTERLOCK INOP	$0.00	
	***					
	2,790					
	0					
					$0.00	

VEHICLE DESCRIPTION *Automatic tire chains	ODOMETER READING 03/31/18*** TOTAL MILES MONTH OF March	REPAIR HOURS	Dates	MAINTENANCE PERFORMED MONTH OF March 2018 Jobs exceeding $150 performed since JULY 2015 (in gray) FY 2016/2017	COST MONTH of March	July 2015 to-date CUMULATIVE COST (over $150)
Bus #506 (diesel) 2017 FREIGHTLINER	2,753 ODO *** 2,753 0	8.00	03 - 2018	NEW BUS IMSPECTION PM - A SERVICE	$0.00 $0.00	
					$0.00	
Bus #507 (diesel) 2017 FREIGHTLINER	0 ODO *** 0 0			NOT IN SERVICE		
					$0.00	

VEHICLE DESCRIPTION *Automatic tire chains	ODOMETER READING 03/31/18*** TOTAL MILES MONTH OF March	REPAIR HOURS	Dates	MAINTENANCE PERFORMED MONTH OF March 2018 Jobs exceeding $150 performed since JULY 2015 (in gray) FY 2016/2017	COST MONTH of March	July 2015 to-date CUMULATIVE COST (over $150)
Bus #508 (diesel)	0			NOT IN SERVICE		
2017 FREIGHTLINER	ODO					
	***					
	0					
	0					
					$0.00	

VEHICLE DESCRIPTION *Automatic tire chains	ODOMETER READING 03/31/18*** TOTAL MILES MONTH OF March	REPAIR HOURS	Dates	MAINTENANCE PERFORMED MONTH OF March 2018 Jobs exceeding $150 performed since JULY 2015 (in gray) FY 2016/2017	COST MONTH of March	July 2015 to date CUMULATIVE COST (over $150)
Bus #601 (diesel)	305,763 ODO					$4,023.00
02 Glavel						
32-passenger 2w/c	***					
Sacramento	185 March					
					$0.00	
			02 - 2017	R&R cleaned particulant filter, reset light	$350.00	
			05 - 2016	Replaced Drivers seat, and left head light	$170.00	
			10 - 2015	Removed eng. Installed, programmed rebuilt ECM	$2,873.00	
			09 - 2015	Bus towed from Alhambra, Sacramento back to Amador Transit	$630.00	
Bus #602 (diesel)	278,330 ODO	3.00	03 - 2018	BELT TENSIONER	$62.35	$16,749.18
09 GMC		0.05	03 - 2018	LEFT LOW BEAM HEAD LIGHT	$17.83	
36-passenger 2 w/c	***					
Sacramento Lease	1,195 March					
					$80.18	
			12 - 2017	INVOICE # 21538 DAVIS TRUCK PAINTING REPLACED PANELING	$4,284.14	
			08 - 2017	REPLACED REAR BRAKE PADS	$165.00	
			12 - 2016	Replaced cracked exhaust pipe (manifold to turbo)	$416.00	
			12 - 2016	Replaced Multy-function switch (OEM)	$340.00	
			11 - 2016	Replaced main batteries	$334.00	
			09 - 2016	Radiator, lower hose, cross over flow hose and coolant, clamps	$830.00	
			08 - 2016	drive tires	$806.00	
			05 - 2016	Rear A/C Compressor and V belt and 2 filter dryer	$390.00	
			04 - 2016	steer tires, toyo siped 245/70/19.5	$923.00	
			12 - 2015	Replaced brake hydronic booster, adjusted telma brake retarder switch, pressure washed engine compartment and test drove	$599.00	
			09 - 2015	Installed new lower A/C comp. both belts, main tensioner, idlers, towed	$1,132.00	
			09 - 2015	Installed new PS pump, filter, rebuilt PS gearbox, New draglink installed	$1,517.00	
			07 - 2015	Air filter lower housing, nut clip, mass air sensor, gromet and bushing, test drive and road call	$457.00	
			07 - 2015	PCM refurbished	$419.00	
			07 - 2015	Hahn's Auto troubleshoot, diagnostic $789	$789.00	
			07 - 2015	Performance Chevy, EGR valve and cooler, both valve covers, drained oil from intercooler, diesel exhaust filter, rest data, manual regen, test drive	$7,127.00	
			07 - 2015	July 3 - Broken down on CA-16, towed to Performance Chevy $425	$425.00	

VEHICLE DESCRIPTION *Automatic tire chains	ODOMETER READING 03/31/18*** TOTAL MILES MONTH OF March	REPAIR HOURS	Dates	MAINTENANCE PERFORMED MONTH OF March 2018 Jobs exceeding $150 performed since JULY 2015 (in gray) FY 2016/2017	COST MONTH of March	July 2015 to-date CUMULATIVE COST (over $150)
*Bus #701 (diesel)	52,220	2	03 - 2018	PM-B	$73.75	$439.23
2016 Freightliner - Glaval	ODO	4.00	03 - 2018	AC INOP. DIAGNOSED FOUND BURNED WIRE REPLACED 70 AMP RALEY SOCKET	$57.07	
33-passenger 2 w/c	***	0.15	03 - 2018	4 GALLONS OF DEF	$11.56	
	4,213 March	0.15	03 - 2018	3.7 GALLONS OF DEF	$10.93	
					$153.31	
			02 - 2018	DELTA TRUCK CENTER TRANSMISSION CODE INVOICE # R008105058:01	$285.92	

VEHICLE DESCRIPTION *Automatic tire chains	ODOMETER READING 03/31/18*** TOTAL MILES MONTH OF March	REPAIR HOURS	Dates	MAINTENANCE PERFORMED MONTH OF March 2018 Jobs exceeding $150 performed since JULY 2015 (in gray) FY 2016/2017	COST MONTH of March	July 2015 to-date CUMULATIVE COST (over $150)
TOTALS	29,016 March	4.40			$6,762.07	$94,517.54

PERFORMANCE SUMMARY
MARCH 2018

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AMADOR TRANSIT
FY 2017-18

	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	YEAR TO DATE	LAST FY 2016/17 TO-DATE
RIDERSHIP-*FIXED ROUTE/DAR*											
PASSENGERS	4,626	5,793	4,767	4,625	4,287	5,650	5,288	5,062	5,944	46,042	50,754
SENIORS (inc. SAC)	871	918	721	724	690	689	689	653	770	6,725	6,102
DISABLED (inc. SAC)	2,341	2,643	2,294	2,386	2,213	2,473	2,838	2,513	3,012	22,713	22,647
WHEELCHAIR (inc. SAC)	287	313	248	240	199	183	238	271	404	2,383	1,693
%SENIORS / DISABLED (inc. SAC)	76%	67%	68%	72%	72%	59%	71%	68%	70%	69%	60%
YOUTH (inc. SAC)	132	170	295	253	232	295	212	233	258	2,080	2,577
%YOUTH	2%	3%	5%	5%	5%	5%	4%	4%	4%	5%	5%
OPERATIONS											
TOTAL SERVICE DAYS	22	23	20	21	19	19	21	19	22	186	190
VEHICLE SERVICE HOURS	1,025	1,181	995	1,052	1,018	934	1,038	957	855	9,055	10,528
PASSENGER PER HOUR	4.5	4.9	4.8	4.4	4.2	6.0	5.1	5.3	7.0	5.1	4.9
VEHICLE SERVICE MILES	19,043	20,294	17,663	19,153	15,561	17,338	19,320	17,683	24,711	170,766	198,468
VEHICLE NON-REVENUE MILES	1,344	1,495	1,183	1,349	1,127	1,194	1,310	1,213	1,614	11,829	12,537
PASSENGER PER MILE	0.24	0.28	0.28	0.23	0.26	0.30	0.26	0.27	0.24	0.27	0.26
COSTS											
MONTHLY EXPENSES *(Operating Costs)*	$189,981	$116,004	$87,180	$154,144	$127,620	$103,996	$149,943	$114,472	$139,545	$1,182,885	$1,105,105
COST PER PASSENGER	$40.32	$18.04	$14.50	$32.54	$27.34	$16.59	$26.39	$20.63	$20.47	$23.61	$21.77
COST PER MILE	$8.38	$5.00	$4.49	$6.69	$6.65	$4.98	$6.46	$5.40	$5.65	$6.93	$5.57
COST PER HOUR	$164.34	$87.09	$99.29	$129.64	$111.75	$98.29	$127.61	$105.89	$163.21	$130.63	$104.96
REVENUE											
FAREBOX REVENUE *(NO Sac)*	$7,230	$8,749	$8,667	$7,047	$10,317	$6,514	$6,756	$7,289	$8,582	$71,151	$80,004
ADVERTISING SALES	$5,750	$4,661	$3,734	$3,048	$3,636	$4,119	$4,204	$0	$7,948	$37,098	$35,249
FAREBOX RATIO *(Overall System)*	7.40%	12.86%	15.78%	7.44%	12.04%	11.68%	8.27%	7.67%	13.00%	10.2%	11.4%
SACRAMENTO ROUTE											
PASSENGERS	724	813	684	768	669	633	724	627	733	6,375	
VEHICLE SERVICE HOURS	131	151	131	137	124	124	137	124	144	1,203	
PASSENGER PER HOUR	5.5	5.4	5.2	5.6	5.4	5.1	5.3	5.1	5.1	5.3	
VEHICLE SERVICE MILES	3,638	4,236	3,811	3,875	3,624	3,544	3,894	3,503	4,076	34,201	
VEHICLE NON-REVENUE MILES	123	144	122	127	126	116	128	116	134	1,136	
PASSENGER PER MILE	0.20	0.19	0.18	0.20	0.18	0.18	0.19	0.18	0.18	0.19	
OPERATING COST (Amador Cty to Sac Cty Line =$173.92/day)	$3,478	$4,000	$3,478	$3,652	$3,304	$3,652	$3,652	$3,304	$3,826	$32,346	
COST PER PASSENGER	$4.80	$4.92	$5.08	$4.76	$4.94	$5.77	$5.04	$5.27	$5.22	$5.07	
COST PER MILE	$0.96	$0.94	$0.91	$0.94	$0.91	$1.03	$0.94	$0.94	$0.94	$0.95	
COST PER HOUR	$26.55	$26.49	$26.55	$26.66	$26.65	$29.45	$26.66	$26.65	$26.57	$26.89	
FAREBOX REVENUE. (inc.TICKET SALES)	$1,083	$1,508	$1,354	$1,367	$1,413	$1,513	$1,439	$1,493	$1,608	$12,778	
SAC CONTRACT REVENUE	$0.00	$7,474	$14,597	$0	$7,127	$6,973	$6,793	$6,736	$14,036	$63,736	$54,357

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PERFORMANCE SUMMARY
MARCH 2018

AMADOR TRANSIT
FY 2017/18

	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	YEAR TO DATE	LAST FY 2016/17 TO-DATE
RIDERSHIP											
TOTAL PASSENGERS	5,350	6,604	5,451	5,393	4,956	6,283	6,012	5,689	6,677	52,415	50,754
SENIORS	871	918	721	724	690	689	689	653	770	6,725	6,102
DISABLED	2,341	2,643	2,294	2,386	2,213	2,473	2,838	2,513	3,012	22,713	22,647
WHEELCHAIR	287	313	248	240	199	183	238	271	404	2,383	1,693
%SENIORS / DISABLED	65%	59%	60%	62%	63%	53%	63%	60%	63%	61%	60%
YOUTH	132	170	295	253	232	295	212	233	258	2,080	2,577
%YOUTH	2%	3%	5%	5%	5%	5%	4%	4%	4%	4%	5%
OPERATIONS											
TOTAL SERVICE DAYS	22	23	20	21	19	19	21	19	22	186	190
VEHICLE SERVICE HOURS	1,156	1,332	878	1,189	1,142	1,058	1,175	1,081	966	9,977	10,528
PASSENGER PER HOUR	4.6	5.0	6.2	4.5	4.3	5.9	5.1	5.3	6.9	5.3	4.9
VEHICLE SERVICE MILES	22,678	23,194	19,422	23,028	19,185	20,882	23,214	21,186	24,711	197,500	198,468
VEHICLE NON-REVENUE MILES	1,350	1,419	1,156	1,476	1,253	1,310	1,438	1,329	1,614	12,345	12,537
PASSENGER PER MILE	0.24	0.28	0.28	0.23	0.26	0.30	0.26	0.27	0.27	0.27	0.26
COSTS											
OPERATING COST	$189,981	$116,004	$87,180	$154,144	$127,620	$103,996	$149,943	$114,472	$139,545	$1,182,885	$1,105,105
COST PER PASSENGER	$35.51	$17.57	$15.99	$28.58	$25.75	$16.55	$24.94	$20.12	$20.90	$22.57	$21.77
COST PER MILE	$8.38	$5.00	$4.49	$6.69	$6.65	$4.98	$6.46	$5.40	$5.65	$5.99	$5.57
COST PER HOUR	$164.34	$87.09	$99.29	$129.64	$111.75	$98.29	$127.61	$105.89	$144.46	$118.56	$104.96
REVENUE											
FAREBOX OPERATING COST	$186,503	$104,530	$69,105	$150,492	$117,189	$93,719	$139,528	$104,432	$121,683	$1,087,181	$1,008,849
FAREBOX REVENUE	$8,313	$10,257	$10,021	$8,414	$11,730	$8,027	$8,195	$8,782	$10,190	$83,930	$80,004
ADVERTISING SALES	$5,750	$4,661	$3,734	$3,048	$3,636	$4,119	$4,204	$0	$7,948	$37,098	$35,249
FAREBOX RATIO	7.54%	14.27%	19.90%	7.62%	13.11%	12.96%	8.89%	8.41%	14.9%	11.1%	11.4%
SAC CONTRACT REVENUE	$0.00	$7,474.00	$14,597.00	$0.00	$7,127.00	$6,973.00	$6,793.00	$6,736.00	$14,036	$63,736	$54,357

AMADOR TRANSIT
STATEMENT OF NET POSITION
As of March 31, 2018

	Mar 31, 18
ASSETS	
Current Assets	
Checking/Savings	
11100 · 8786 Wells Fargo - Operating	181,106.10
11200 · 8794 Wells Fargo Savings Res	
11210 · Fleet Reserve	407,707.75
11220 · Building Reserve	51,916.30
11230 · Equipment Reserve	37,147.80
11200 · 8794 Wells Fargo Savings Res - Other	245,369.03
Total 11200 · 8794 Wells Fargo Savings Res	742,140.88
11300 · 8802 Wells Fargo Savings-Grants	
10200s · PTMISEA	
10235 · Bus Purchase	
10240 · Fleet Replacement Funds	161,629.96
10235 · Bus Purchase - Other	57,791.00
Total 10235 · Bus Purchase	219,420.96
10260s · MOA Facility Upgrades	165,408.00
10265s · Operating Imp (Shop Equipment)	7,010.82
Total 10200s · PTMISEA	391,839.78
11300 · 8802 Wells Fargo Savings-Grants - Other	(260,947.65)
Total 11300 · 8802 Wells Fargo Savings-Grants	130,892.13
11400 · Petty Cash	291.66
Total Checking/Savings	1,054,430.77
Accounts Receivable	
12004 · Mobility Management	61,728.00
12010 · Grant Awards Receivable	18,155.00
Total Accounts Receivable	79,883.00
Other Current Assets	35,350.23
Total Current Assets	1,169,664.00
Fixed Assets	
15100 · LAND	100,000.00
15200 · BUILDING	1,264,822.27
15300 · EQUIPMENT	
15500 · COMPUTERS AND SOFTWARE	89,829.28
15300 · EQUIPMENT - Other	213,181.89
Total 15300 · EQUIPMENT	303,011.17
15400 · VEHICLES	1,786,182.13
16000 · ACCUMULATED DEPRECIATION	(2,178,771.00)
Total Fixed Assets	1,275,244.57
Other Assets	
19000 · Deferred Outflow Pension	287,035.00

AMADOR TRANSIT
STATEMENT OF NET POSITION
As of March 31, 2018

	Mar 31, 18
Total Other Assets	287,035.00
TOTAL ASSETS	**2,731,943.57**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · ACCOUNTS PAYABLE	(2,317.41)
Total Accounts Payable	(2,317.41)
Other Current Liabilities	
20100 · Accrued Insurance Payable	16,909.00
21000 · Deferred Revenue PTMISEA	735,286.01
21200 · Deferred revenue Caltrans	18,155.00
21500 · Deferred Revenue Cal-OES	41,698.06
21600 · Unearned Revenue -STA	464,709.74
21700 · Unearned Revenue - LTF	601,164.00
22000 · Accrued Leave Balance	35,043.34
23000 · Accrued Payroll	16,434.25
23001 · Payroll Liabilities	
23200 · SDI -Employer Paid	579.45
24001 · Direct Deposit Liabilities	87.93
25000 · CalPERS Classic Retirement	7,670.53
25020 · CalPERS 2@62	4,502.40
25100 · CalPERS 457 Plan	320.00
23001 · Payroll Liabilities - Other	8,413.96
Total 23001 · Payroll Liabilities	21,574.27
24030 · Dental Liab	1,108.57
24040 · Vision Liabl	260.30
Total Other Current Liabilities	1,952,342.54
Total Current Liabilities	1,950,025.13
Long Term Liabilities	
22400 · Pension Liabiity	926,576.00
26100 · Deferred Inflow Pension	66,524.00
Total Long Term Liabilities	993,100.00
Total Liabilities	2,943,125.13
Equity	
31300 · INVESTED IN CAPITAL ASSETS	1,275,244.57
32000 · UNRESTRICTED NET ASSETS	(128,380.68)
32001 · *Unrestricted Net Assets	(279,220.95)
32005 · Amador Rides Fund Balance	2,018.38
Net Income	(1,080,842.88)
Total Equity	(211,181.56)
TOTAL LIABILITIES & EQUITY	**2,731,943.57**

AMADOR TRANSIT
Annual Budget vs. Actual
March 2018 = 74% of year

	Jul '17 - Mar 18	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
41000 · OPERATING REVENUE				
41100 · FIXED ROUTE REVENUE	63,132.17	94,000.00	-30,867.83	67.2%
41200 · DIAL-A-RIDE REVENUE	20,159.69	26,000.00	-5,840.31	77.5%
41300 · SACRAMENTO SERV.CONTRACT	56,230.97	85,000.00	-28,769.03	66.2%
Total 41000 · OPERATING REVENUE	139,522.83	205,000.00	-65,477.17	68.1%
42000 · NON-OPERATING REVENUES				
42100 · LOCAL TRANSP FUND(LTF)	540,894.17	669,000.00	-128,105.83	80.9%
42300 · 5311 Operating Assistance	203,469.00	203,469.00	0.00	100.0%
42350 · 5316 Operating Assistance	0.00	200,000.00	-200,000.00	0.0%
42400 · 5310 Expanded Mobility	66,471.00	142,800.00	-76,329.00	46.5%
42500 · ADVERTISING CONTRACT	37,098.75	45,000.00	-7,901.25	82.4%
42700 · STATE TRANSIT ASSISTANCE	136,916.00	149,378.00	-12,462.00	91.7%
44000 · REFUNDS & REIMBURSEMENTS	21,025.25			
44100 · Interest	1,503.34			
Total 42000 · NON-OPERATING REVENUES	1,007,377.51	1,409,647.00	-402,269.49	71.5%
46060 · PROP 1B-CAL-EMA	26,510.00			
Total Income	1,173,410.34	1,614,647.00	-441,236.66	72.7%
Gross Profit	1,173,410.34	1,614,647.00	-441,236.66	72.7%
Expense				
50010 · LABOR				
50100 · SALARIES & WAGES - Fixed Route	243,291.65	325,000.00	-81,708.35	74.9%
50200 · SALARIES & WAGES - DAR	51,694.75	68,000.00	-16,305.25	76.0%
50300 · MAINT.& FACILITIES WAGES	124,320.92	159,900.00	-35,579.08	77.7%
50400 · ADMINISTRATIVE WAGES	145,329.95	195,000.00	-49,670.05	74.5%
50500 · OTHER SALARIES & WAGES	82,283.75	98,000.00	-15,716.25	84.0%
Total 50010 · LABOR	646,921.02	845,900.00	-198,978.98	76.5%
51000 · BENEFITS				
51100 · FICA	9,989.55	12,500.00	-2,510.45	79.9%
51150 · PENSION PLAN (CalPERS)	93,895.57	120,000.00	-26,104.43	78.2%
51200 · MEDICAL PLAN	41,019.87	59,000.00	-17,980.13	69.5%
51260 · DENTAL PLAN	3,179.73	5,000.00	-1,820.27	63.6%
51300 · VISION PLAN	674.87	850.00	-175.13	79.4%
51350 · WORKERS COMP INS	58,891.00	79,000.00	-20,109.00	74.5%
51420 · DISABILITY INSURANCE	5,157.48	7,000.00	-1,842.52	73.7%

AMADOR TRANSIT
Annual Budget vs. Actual
March 2018 = 74% of year

	Jul '17 - Mar 18	Budget	$ Over Budget	% of Budget
51449 · FUTA (to be refunded)	3.17			
51450 · UNEMPLOYMENT INSURANCE	7,661.63	11,500.00	-3,838.37	66.6%
51600 · UNIFORMS/WORK CLOTHES ALLOW	3,891.40	3,500.00	391.40	111.2%
51650 · OTHER BENEFITS	1,104.37	3,500.00	-2,395.63	31.6%
Total 51000 · BENEFITS	225,468.64	301,850.00	-76,381.36	74.7%
52000 · SERVICES & USER FEES				
52100 · VEHICLE TECH SERV-OUTSOURCE	22,967.83	14,000.00	8,967.83	164.1%
52150 · PROPERTY MAINTENANCE SERVICES	7,471.22	7,500.00	-28.78	99.6%
52170 · CONTRACT IT SERVICES	711.00	1,000.00	-289.00	71.1%
52250 · LEGAL COUNSEL	665.60	3,500.00	-2,834.40	19.0%
52300 · ADVERTISING & MARKETING	6,962.28	12,000.00	-5,037.72	58.0%
52350 · LEGAL NOTICES	197.05	350.00	-152.95	56.3%
52400 · SOFTWARE MAINTENANCE FEES	8,150.00	3,000.00	5,150.00	271.7%
52420 · DRUG & ALCOHOL SERVICES	1,540.00	3,100.00	-1,560.00	49.7%
52500 · FACILITY SECURITY SYSTEM	3,247.80	4,000.00	-752.20	81.2%
52550 · GSA COST ALLOC-(POSTAGE/PRINT)	576.88	1,000.00	-423.12	57.7%
52600 · PROFESSIONAL & TECH SERVICES	20,972.95	14,500.00	6,472.95	144.6%
52610 · Fees Bank, Merchant, Service	1,339.98	1,200.00	139.98	111.7%
Total 52000 · SERVICES & USER FEES	74,802.59	65,150.00	9,652.59	114.8%
53000 · MATERIALS & SUPPLIES CONSUMED				
53100 · FUEL	85,915.98	145,778.00	-59,862.02	58.9%
53150 · TIRES	10,248.19	20,000.00	-9,751.81	51.2%
53200 · LUBRICATION	3,728.42	6,000.00	-2,271.58	62.1%
53250 · TOOLS	801.39	1,500.00	-698.61	53.4%
53300 · VEHICLE MAINT-REPAIR PARTS	15,378.31	23,500.00	-8,121.69	65.4%
53350 · SHOP SUPPLIES (Consumables)	2,344.20	4,500.00	-2,155.80	52.1%
53400 · VEHICLE ACCESSORIES	1,614.27	1,000.00	614.27	161.4%
53425 · TOWING	950.00	2,500.00	-1,550.00	38.0%
53450 · FACILITIES MAINT/REPAIR PARTS	3,962.52	5,000.00	-1,037.48	79.3%
53500 · TRANSIT CENTER SUPPLIES	415.11	1,000.00	-584.89	41.5%
53550 · OFFICE SUPPLIES	8,151.03	10,000.00	-1,848.97	81.5%
53650 · PRINTING (Schedules, Brochures)	4,496.18	10,000.00	-5,503.82	45.0%
53670 · COMPUTER PROGRAM & SUPPLIES	2,660.21	3,000.00	-339.79	88.7%
53700 · SAFETY & EMERGENCY SUPPLIES	489.29	1,000.00	-510.71	48.9%
53750 · OTHER MATERIALS & SUPPLIES	590.08	1,500.00	-909.92	39.3%
53000 · MATERIALS & SUPPLIES CONSUMED - Other	20.45			
Total 53000 · MATERIALS & SUPPLIES CONSUMED	141,765.63	236,278.00	-94,512.37	60.0%
54000 · UTILITIES				
54100 · AT WATER/SEWER/GARBAGE	2,967.60	3,000.00	-32.40	98.9%
54200 · AT -PGE	11,913.06	13,000.00	-1,086.94	91.6%
54300 · TRANSIT CTR/WATER/SEWER/GARB	1,247.91	1,500.00	-252.09	83.2%
54400 · TRANSIT CENTER-PGE	5,633.40	5,500.00	133.40	102.4%

AMADOR TRANSIT
Annual Budget vs. Actual
March 2018 = 74% of year

	Jul '17 - Mar 18	Budget	$ Over Budget	% of Budget
54450 · TRANSIT CENTER-INTERNET	2,127.66	2,100.00	27.66	101.3%
54500 · OFFICE PHONES/FAX/INTERNET	4,861.24	6,300.00	-1,438.76	77.2%
54550 · CELLULAR SERVICE	2,326.06	5,000.00	-2,673.94	46.5%
54700 · Wi-Fi (Sacramento Bus)	658.91	800.00	-141.09	82.4%
Total 54000 · UTILITIES	31,735.84	37,200.00	-5,464.16	85.3%
56000 · CASUALTY & LIABILITY COSTS				
56100 · LIABILITY & PROPERTY DAMAGE INS	101,861.90	61,000.00	40,861.90	167.0%
Total 56000 · CASUALTY & LIABILITY COSTS	101,861.90	61,000.00	40,861.90	167.0%
58000 · MISCELLANEOUS (NEW)				
58050 · DUES & SUBSCRIPTIONS	1,370.18	2,750.00	-1,379.82	49.8%
58200 · TRAVEL & MEETINGS	1,953.98	4,000.00	-2,046.02	48.8%
58300 · SAFETY PROGRAM	418.21	500.00	-81.79	83.6%
58400 · TRAINING-Seminars & Materials	1,599.08	2,250.00	-650.92	71.1%
58450 · CDL/ DOT MED/BkGrnd Checks	1,448.22	2,000.00	-551.78	72.4%
58500 · Penalties/Late Fees	452.47	500.00	-47.53	90.5%
58600 · Other Miscellaneous	604.14	2,000.00	-1,395.86	30.2%
Total 58000 · MISCELLANEOUS (NEW)	7,846.28	14,000.00	-6,153.72	56.0%
59000 · LEASES / RENTALS				
59100 · Leases & Rentals	13,888.37	17,000.00	-3,111.63	81.7%
Total 59000 · LEASES / RENTALS	13,888.37	17,000.00	-3,111.63	81.7%
Total Expense	1,244,290.27	1,578,378.00	-334,087.73	78.8%
Net Ordinary Income	-70,879.93	36,269.00	-107,148.93	-195.4%
Other Income/Expense				
Other Expense				
60000 · CAPITAL OUTLAY				
60125 · Cap.Reserve-Equip. LTF/STA	22,410.18	30,676.00	-8,265.82	73.1%
60150 · Cap.Reserve-Building LTF/STA	735.49	30,199.00	-29,463.51	2.4%
60175 · Cap.Reserve-Transit Veh.LTF/STA	108,883.82	312,642.00	-203,758.18	34.8%
Total 60000 · CAPITAL OUTLAY	132,029.49	373,517.00	-241,487.51	35.3%
60300 · CAL-OES PROP 1B	41,312.81	50,712.76	-9,399.95	81.5%
Total Other Expense	173,342.30	424,229.76	-250,887.46	40.9%
Net Other Income	-173,342.30	-424,229.76	250,887.46	40.9%
Net Income	**-244,222.23**	**-387,960.76**	**143,738.53**	**63.0%**

amador transit

Amador Transit Customer Contact Record

Customer Info. Sex M F	Name Tracy Sanders	
	Street	
	City Sutter Creek	Zip
	Telephone	
	Email	
	Recorder's Initials [illegible]	
Incident Data	Location	
	Date 4/3/2018	
	Time 9:30	
	Coach	Run
	~~Driver~~ Dispatch : Cody Petkus	

Customer's Remarks:

called in to ask about Charter Service for Saturday. We were not able to help but gave other options to try. She continued to say how wonderful & helpful Cody was

Operator's Reply: on the phone & says he is "a great Face" for our Company. wanted a "Formal compliment" written up.

Date/Time Received: 4/3/18 **Date/Time of Answer:**

Received Via	Answer Needed	Kind of Contact
☐ Email	☐ Written	☐ Complaint/Concern
☐ Mail	☐ Email	☒ Compliment
☒ Telephone	☐ Verbal	☐ Suggestion
☐ In Person	☒ No Answer Needed	☐ Service Request

Complaint Category

Operations	Service	Maintenance
☐ Discourteous Conduct	☐ Advertising	☐ Vandalism
☐ Reckless Driving	☐ Headway	☐ Neglect
☐ Early	☐ Timetables/Maps	☐ Poor Work
☐ Late	☐ Wrong Verbal or Phone Information	☐ Other
☐ Missed Stop ☐ Boarding ☐ Alighting	☐ Ticket/Pass Sale	
	☐ Fare Protest	
	☐ Route Protest	
☐ Bus Did Not Show	☐ Facilities Locations (Stops, Signs, Shelters)	**Equipment**
☐ Off Route	☐ Transfer Time Protest	☐ Dirty Equipment
☐ Wrong Signage	☐ Overload	☐ Faulty Equipment (Emissions, Noise, etc.)
☐ Disturbance	☐ Scheduling Protest	☐ Other
☐ Alcohol or Drugs	☒ Other Great Service! Dispatch	
☐ Poor Appearance		
☐ Wrong Information		

Updated 3/2/2017

Maggie

From:	April
Sent:	Wednesday, April 11, 2018 7:44 PM
To:	Sharon Nickerson; Maggie
Subject:	Compliment for board packet

AT&T 7:43 PM 12%

Comments

Isaiah Diaz reviewed **Amador Transit** — 5★

Sunday at 12:00 AM ·

I love you guys so much the schedule is so much easier

273 LIKES

Amador Transit

Bus Station

Like Comment Share

Isaiah Diaz

amador transit

Serving Amador County Since 1977

SUBJECT: FY 2018-19 Final Operating Budget

TO: Amador Transit Board of Directors
FROM: Patricia Maggie Amarant, General Manager
DATE: May 3, 2018

RECOMMENDATION: Approve FY 2018-19 Final Operating Budget

At the April 2018 board meeting, AT's General Manager presented Amador Transit's 2018-19 Preliminary Operating and Income Budget with budget trends included from FY15-16, FY16-17, current FY17-18 along with the proposed FY18-19 budget for review. The GM answered questions regarding expense item increases, particularly Liability Insurance premium increase. The Directors voted to approve AT Preliminary Budget, as well as approve AT using STA funds as Operating Revenue.

Amador Transit's GM seeks Board consent and approval on the Proposed FY18-19 Operating and Income budget as the final budget.

AMADOR TRANSIT
INCOME PROJECTION

Income	FY 16-17			FY 17-18 Thru Feb 2018 (66%)			FY 18-19 PROJECTIONS			Justification
	BUDGET	RECEIVED /SPENT	% OF BUDGET	BUDGET	RECEIVED /SPENT	% OF BUDGET	FY 18-19 Projections	Var. Prior FY Year	% +/-	
41000 · OPERATING REVENUE										
41100 · FIXED ROUTE REVENUE	93,000	86,856	93.40%	94,000	56,901	60.50%	94,000	$ -	0.00%	
41200 · DIAL-A-RIDE REVENUE	25,000	25,665	102.70%	26,000	16,201	62.30%	28,000	$ 2,000	7.69%	
41300 · SACRAMENTO SERV.CONTRACT	85,000	81,673	96.10%	85,000	42,195	49.60%	85,000	$ -	0.00%	
Total 41000 · OPERATING REVENUE	$ 203,000	$ 194,194	95.70%	$ 205,000	$ 115,297	56.20%	$ 207,000	$ 2,000	0.98%	
42000 · NON-OPERATING REVENUES										
42100 · LOCAL TRANSP FUND(LTF)	727,201	727,201	100.00%	669,000	465,824	69.60%	669,000	$ -	0.00%	
42300 · 5311 Operating Assistance	214,000	0	95.10%	203,469	203,469	100.00%	205,508	$ 2,039	1.00%	
42350 · 5316 Operating Assistance	200,000	200,000	100.00%	200,000	Recvd end of 16/17	0.00%				Funding program expired with inception of MAP-21
42400 · 5310 Expanded Mobility	131,240	128,199	97.70%	142,800	66,471	46.50%	201,142	$ 58,342	40.86%	
42500 · ADVERTISING CONTRACT	42,000	47,218	112.40%	45,000	29,151	64.80%	50,000	$ 5,000	11.11%	
42700 · STA	100,000	136,804	136.80%	149,378	74,223	49.70%	283,335	$ 133,957	89.68%	STA to Operating
44000 · REFUNDS & REIMBURSEMENTS	0	1,149		-	21,025			$ -		
44100 · Interest		365			1,474			$ -		
Total 42000 · NON-OPERATING REVENUES	$ 1,414,441	$ 1,240,936	102.10%	$ 1,409,647	$ 861,637	62.1%	$ 1,408,985	$ 199,338	14.15%	
Total Income	$ 1,617,441	$ 1,452,623	80.20%	$ 1,614,647	$ 976,934	60.5%	$ 1,615,985	$ 201,338	0.08%	
46060 · PROP 1B-CAL-EMA	33,136	17,492.61	52.79%	26,510	26,510	100.00%				
46200 · PTMISEA REVENUE	447,517	447,517								

AMADOR TRANSIT RESERVES AND GRANTS

	Recommended Depreciation Reserve Per 16/17 Audit	Proceeds Added from Auction Sales	Earmarked to Match Depreciation Schedule	Reserve Balances	Justification
11210 · Fleet Reserve	$210,686	$15,000	$195,686	$312,642	$15,000 from Auction sales deposited into Reserves Nov.2017
11220 · Building Reserve	$35,660	$5,461	$30,199	$46,455	$5,461.19 from Auction sales deposited into Reserves Nov.2017
11230 · Equipment Reserve	$30,676	$0	$30,676	$38,406	
	$277,022	**$20,461**	**$256,561**	**$397,503**	Designated Depreciation Allocation

Additional Funds Required to Pay New Buses from Fleet Reserve	$	102,475
Minus Depreciation Allocaton per 16/17 Audit	$	397,503
Undesignated Reserve Balance		**$249,812**
Reserve Balance		**$749,790**

11300 · 8802 Wells Fargo Savings-Grants		
10200s · PTMISEA Grant Funds		
10235 · Bus Purchase		
10240 · Fleet Replacement Funds	$161,630	
10235 · Bus Purchase - Other	$57,791	
Total 10235 · Bus Purchase	$219,421	Funds for (2) buses to be paid by April 6, 2018 - Zero balance as of April 2018
10260s · MOA Facility Upgrades	$165,408	For Facility Upgrade Expenses
10265s · Operating Imp (Shop Equipment)	$7,011	For Shop Equip Expenses
Total 10200s · PTMISEA	$172,419	
CAL-OES Grant Funds	$41,943	Doc Retention Project and Pre-pay Service Fees (2 years) for IT Support/Radio/GPS
SB-1/SGR Funds for FY 17/18	$79,126	For Facilities/Equipment Repair/Modernization and Upgrades
SB-1/SGR Apportionment for FY 18/19	$53,699	For Facilities/Equipment Repair/Modernization and Upgrades

AMADOR TRANSIT

	FY 15-16			FY 16-17			July Thru Feb. 2018 (66%)			FY 18-19 PROJECTIONS			Justification
	BUDGET	AUDITED AMOUNTS	% OF BUDGET	BUDGET	AUDITED AMOUNTS	% OF BUDGET	BUDGET	RECEIVED /SPENT	% OF BUDGET	FY 18-19 Projections	Var. Prior FY Year	% +/-	
FIXED EXPENSES													
50010 · LABOR													
50100 · SALARIES & WAGES - Fixed Route	324,773	328,085	101.02%	325,000	312,547	96.20%	325,000	219,267	67.50%	325,000	-	0.00%	
50200 · SALARIES & WAGES - DAR	59,500	60,922	102.39%	67,000	64,135	95.70%	68,000	45,613	67.10%	68,000	-	0.00%	
50300 · MAINT.& FACILITIES WAGES	147,164	141,518	96.16%	150,488	156,087	103.70%	159,900	110,876	69.30%	164,650	4,750	2.97%	Step Increases
50400 · ADMINISTRATIVE WAGES	208,150	210,979	101.36%	203,868	165,178	81.00%	195,000	129,084	66.20%	200,000	5,000	2.56%	Step Increases
50500 · OTHER SALARIES & WAGES	95,000	88,601	93.26%	107,000	109,744	102.60%	98,000	74,039	75.50%	102,000	4,000	4.08%	Step Increases
Total 50010 · LABOR	$ 834,587	$ 830,104	99.46%	$ 853,356	$ 807,691	94.90%	$ 845,900	$ 578,879	68.40%	$ 859,650	$ 13,750	1.625%	
51000 · BENEFITS													
51100 · FICA	12,269	11,711	95.45%	12,500	11,584	92.70%	12,500	9,018	72.10%	12,000	(500)	-4.00%	
51150 · PENSION PLAN (CalPERS)	120,415	103,376	85.85%	115,500	99,042	85.80%	120,000	88,226	73.50%	128,000	8,000	6.67%	Expected increase of Unpaid Liability estimated @$62,125k
51200 · MEDICAL PLAN	70,800	53,804	76.00%	70,000	51,524	73.60%	59,000	35,719	60.50%	64,000	5,000	8.47%	More employees signed up for insurance
51260 · DENTAL PLAN	5,243	4,242	80.91%	5,200	4,103	78.90%	5,000	2,794	55.90%	4,500	(500)	-10.00%	
51300 · VISION PLAN	824	780	94.68%	825	698	84.50%	850	571	67.20%	1,500	650	76.47%	More employees signed up for insurance
51350 · WORKERS COMP INS	62,000	64,788	104.50%	66,000	65,832	99.70%	79,000	53,146	67.30%	58,000	(21,000)	-26.58%	Newest W/C estimates reflect a 4.7% rate decrease
51420 · DISABILITY INSURANCE	8,220	6,580	80.05%	7,700	6,206	80.60%	7,000	4,579	65.40%	7,000	-	0.00%	
51450 · UNEMPLOYMENT INSURANCE	10,270	11,728	114.20%	10,500	9,243	88.00%	11,500	6,469	56.30%	9,000	(2,500)	-21.74%	Decrease in unemployement claims
51600 · UNIFORMS/WORK CLOTHES ALLOW	2,500	2,845	113.80%	2,500	3,814	152.60%	3,500	3,186	91.00%	4,000	500	14.29%	
51650 · OTHER BENEFITS	1,000	120	11.96%	1,000	375	37.50%	3,500	920	26.30%	2,000	(1,500)	-42.86%	
Total 51000 · BENEFITS	$ 293,541	$ 259,975	88.57%	$ 291,725	$ 252,421	86.50%	$ 301,850	$ 204,628	67.80%	$ 290,000	$ (11,850)	-3.93%	
VARIABLE EXPENSES													
52000 · SERVICES & USER FEES													
52100 · VEHICLE TECH SERV-OUTSOURCE	5,500	11,606	211.01%	5,500	19,377	352.30%	14,000	16,277	116.30%	25,000	11,000	78.57%	Chevy buses out of warranty
52150 · PROPERTY MAINTENANCE SERVICES	9,400	11,199	119.13%	7,500	9,614	128.20%	7,500	6,664	88.90%	8,000	500	6.67%	Increase due to adding TC Bldg maintenance/landscaping
52170 · CONTRACT IT SERVICES	0	0	0.00%	7,068	5,617	79.50%	1,000	474	47.40%	1,000	-	0.00%	
52250 · LEGAL COUNSEL	5,500	5,475	99.55%	3,500	2,126	79.50%	3,500	666	19.00%	1,500	(2,000)	-57.14%	
52300 · ADVERTISING & MARKETING	12,000	8,373	69.78%	12,000	12,267	102.20%	12,000	6,702	55.90%	11,000	(1,000)	-8.33%	
52350 · LEGAL NOTICES	350	0	0.00%	350	247	70.68%	350	197	56.30%	250	(100)	-28.57%	
52400 · SOFTWARE MAINTENANCE FEES	1,400	960	68.57%	0	1,728	100.00%	3,000	8,150	272%	5,000	2,000	66.67%	
52420 · DRUG & ALCOHOL SERVICES	3,000	3,635	121.17%	3,000	1,659	55.30%	3,100	1,540	49.70%	1,900	(1,200)	-38.71%	
52500 · FACILITY SECURITY SYSTEM	2,000	3,089	154.44%	4,000	6,150	153.70%	4,000	3,248	81.20%	4,000	-	0.00%	
52550 · GSA COST ALLOC-(POSTAGE/PRINT)	1,000	1,241	124.09%	1,000	864	86.40%	1,000	439	43.90%	900	(100)	-10.00%	
52600 · PROFESSIONAL & TECH SERVICES	8,000	13,501	168.76%	5,000	55,233	1104.70%	14,500	8,372	57.70%	10,500	(4,000)	-27.59%	Janitorial services decrease
52610 · Fees Bank, Merchant, Service	1,800	1,774	98.57%	1,500	2,463	164.20%	1,200	1,231	102.60%	1,400	200	16.67%	
Total 52000 · SERVICES & USER FEES	$ 49,950	$ 60,853	121.83%	$ 50,418	$ 117,345	232.70%	$ 65,150	$ 53,960	65.60%	$ 70,450	$ 5,300	8.14%	
53000 · MATERIALS & SUPPLIES CONSUMED													
53100 · FUEL	177,400	86,476	48.75%	165,000	94,378	57.20%	145,778	71,979	49.40%	139,000	(6,778)	-4.65%	
53150 · TIRES	17,500	19,988	114.22%	19,000	26,417	139.00%	20,000	9,391	47.00%	20,000	-	0.00%	
53200 · LUBRICATION	6,750	1,997	29.58%	6,750	4,167	61.70%	6,000	5,505	91.80%	6,000	-	0.00%	
53250 · TOOLS	2,000	1,821	91.04%	1,500	1,310	87.30%	1,500	541	36.10%	1,200	(300)	-20.00%	
53300 · VEHICLE MAINT-REPAIR PARTS	24,800	18,748	75.60%	24,000	26,906	112.10%	23,500	12,055	51.30%	23,000	(500)	-2.13%	
53350 · SHOP SUPPLIES (Consumables)	4,500	5,930	131.78%	4,500	4,032	89.60%	4,500	2,077	46.20%	4,100	(400)	-8.89%	
53400 · VEHICLE ACCESSORIES	1,000	413	41.31%	1,000	1,163	116.30%	1,000	895	89.50%	1,000	-	0.00%	
53425 · TOWING	1,500	3,052	203.48%	1,500	1,136	75.70%	2,500	325	13.00%	1,700	(800)	-32.00%	
53450 · FACILITIES MAINT/REPAIR PARTS	8,000	5,044	63.05%	7,000	6,785	96.90%	5,000	3,358	67.20%	5,500	500	10.00%	
53500 · TRANSIT CENTER SUPPLIES	1,150	425	36.97%	1,100	607	55.20%	1,000	261	26.10%	900	(100)	-10.00%	
53550 · OFFICE SUPPLIES	10,000	11,837	118.37%	10,000	10,638	106.40%	10,000	7,764	77.60%	9,000	(1,000)	-10.00%	
53650 · PRINTING (Schedules, Brochures)	10,000	2,964	29.64%	10,000	3,876	38.80%	10,000	2,744	27.40%	8,500	(1,500)	-15.00%	
53670 · COMPUTER PROGRAM & SUPPLIES	4,500	5,250	116.68%	3,500	1,741	49.70%	3,000	2,660	88.70%	3,000	-	0.00%	
53700 · SAFETY & EMERGENCY SUPPLIES	2,000	526	26.30%	2,000	565	28.30%	1,000	489	48.90%	800	(200)	-20.00%	
53750 · OTHER MATERIALS & SUPPLIES	2,500	1,317	52.68%	2,000	1,209	60.40%	1,500	403	26.90%	1,000	(500)	-33.33%	
Total 53000 · MATERIALS & SUPPLIES CONSUMED	$ 273,600	$ 165,789	60.60%	$ 258,850	$ 184,930	71.40%	$ 236,278	$ 120,447	51.00%	$ 224,700	$ (11,578)	-4.90%	

AMADOR TRANSIT

	FY 15-16			FY 16-17			July Thru Feb. 2018 (66%)			FY 18-19 PROJECTIONS			Justification
	BUDGET	AUDITED AMOUNTS	% OF BUDGET	BUDGET	AUDITED AMOUNTS	% OF BUDGET	BUDGET	RECEIVED /SPENT	% OF BUDGET	FY 18-19 Projections	Var. Prior FY Year	% +/-	
VARIABLE EXPENSES													
54000 · UTILITIES													
54100 · AT WATER/SEWER/GARBAGE	4,800	2,443	50.89%	4,000	2,724	66.10%	3,000	2,580	86.00%	3,200	200	6.67%	
54200 · AT ELECTRICAL & NATURAL GAS	10,920	12,879	117.94%	11,500	11,217	97.50%	13,000	10,566	81.30%	13,000	-	0.00%	
54300 · TRANSIT CTR/WATER/SEWER/GARB	1,800	1,442	80.11%	1,600	1,672	104.50%	1,500	1,072	71.50%	2,000	500	33.33%	
54400 · TRANSIT CTR-ELEC	8,500	5,821	68.48%	6,500	5,396	86.10%	5,500	4,991	90.80%	6,500	1,000	18.18%	AT budget increase-transfer of PG&E bill
54450 · SHTC - WiFi	2,500	2,299	91.95%	2,500	2,287	91.50%	2,100	1,949	92.80%	2,100	-	0.00%	
54500 · OFFICE PHONES/FAX/RADIO/INTRNET	6,500	6,365	97.92%	6,500	5,599	86.10%	6,300	4,494	71.30%	5,200	(1,100)	-17.46%	
54550 · CELLULAR SERVICE	5,250	4,736	90.20%	5,250	4,702	89.60%	5,000	2,326	46.50%	5,000	-	0.00%	
54700 · Wi-Fi (Sacramento Bus)	750	691	92.13%	800	746	93.20%	800	559	69.90%	850	50	6.25%	
Total 54000 · UTILITIES	$ 41,020	$ 36,674	89.41%	$ 38,650	$ 34,343	88.90%	$ 37,200	$ 28,537	76.70%	$ 37,850	$ 650	1.75%	
56000 · CASUALTY & LIABILITY COSTS													
56100 · LIABILITY & PROPERTY DAMAGE INS	41,944	60,243	143.63%	52,750	78,442	148.70%	61,000	76,419	125%	105,000	44,000	72.13%	Liability Premium increase
Total 56000 · CASUALTY & LIABILITY COSTS	$ 41,944	$ 60,243	143.63%	$ 52,750	$ 78,442	148.70%	$ 61,000	$ 76,419	125%	$ 105,000	$ 44,000	72.13%	
58000 · MISCELLANEOUS													
58050 · DUES & SUBSCRIPTIONS	3,000	2,661	88.70%	3,000	1,773	59.10%	2,750	1,370	49.80%	1,900	(850)	-30.91%	
58200 · TRAVEL & MEETINGS	4,000	2,769	69.23%	4,000	2,358	59.00%	4,000	1,663	41.60%	3,000	(1,000)	-25.00%	
58300 · SAFETY PROGRAM Awards- Roadeo)	1,000	0	0.00%	1,000	144	14.40%	500	418	83.60%	600	100	20.00%	
58400 · TRAINING-Seminars & Materials	2,000	659	32.93%	2,000	2,010	100.50%	2,250	1,804	80.20%	1,700	(550)	-24.44%	
58450 · CDL/ DOT MED/BkGrnd Checks	1,300	1,922	147.85%	1,500	1,641	109.40%	2,000	1,128	56.40%	1,700	(300)	-15.00%	
58500 · Penalties/Late Fees	900	318	35.31%	800	0	0.00%	500	410	82.10%	400	(100)	-20.00%	
58600 · Other Miscellaneous	2,500	1,740	69.58%	2,000	964	48.20%	2,000	604	30.20%	1,000	(1,000)	-50.00%	
Total 58000 · MISCELLANEOUS	$ 14,700	$ 10,068	68.49%	14,300	8,890	62.20%	14,000	$ 7,397	35.20%	10,300	$ (3,700)	-26.43%	
59000 · LEASES / RENTALS													
59100 · Leases & Rentals	$ 12,000	$ 15,687	130.72%	$ 12,000	$ 17,292	144.10%	$ 17,000	$ 11,157	65.60%	$ 16,000	(1,000)	-5.88%	
Total 59000 · LEASES / RENTALS	$ 12,000	$ 15,687	130.72%	$ 12,000	$ 17,292	144.10%	$ 17,000	$ 11,157	29.17%	$ 16,000	$ (1,000)	-5.88%	
Total Expense	$ 1,561,342	$ 1,712,278	109.7%	$ 1,572,049	$ 1,503,649	95.60%	1,578,378	1,081,424	68.50%	1,613,950	35,572	2.25%	

amador transit

Serving Amador County Since 1977

SUBJECT: **Reso #18-01 Opioid Addendum to AT's Drug and Alcohol Policy**

TO: **Amador Transit Board of Directors**
FROM: **Patricia Maggie Amarant, General Manager**
DATE: **May 3, 2018**

Recommendation: Review, approve and authorize Reso #18-01 - Addendum to the Amador Transit Zero Tolerance Drug and Alcohol Policy, effective Jan. 1, 2018.

All sub-recipients of FTA grants are required to add the attached Opioid Addendum to their reviewed and updated Drug and Alcohol Policy to Caltrans DRMT by June 2018.

Amador Transit updated its Zero Tolerance D&A policy in 2017 to meet FTA requirements. This Addendum update is required by USDOT to include the Opioid category to the drug and alcohol testing policy.

DRUG AND ALCOHOL POLICY ADDENDUM EFFECTIVE: JANUARY 1, 2018

The United States Department of Transportation (USDOT) – Office of Drug and Alcohol Policy and Compliance (ODAPC) has issued an update to USDOT's drug and alcohol testing regulation (49 CFR Part 40). The new regulation has been revised and the changes (summarized below) will become effective on January 1, 2018. Therefore, the ***AMADOR TRANSIT*** drug and alcohol testing policy is amended as follows:

1. <u>CHANGES TO THE DRUG TESTING PANEL</u>
    a. Four new opioids added to the drug testing panel –
        i. The USDOT drug test remains a "5-panel" drug test; however, the list of opioids for which are tested will expand from three to seven opioids.
        ii. The "opioid" category will continue to test for codeine, morphine, and heroin; however, the "opioid" testing panel will now be expanded to include four (4) new semi-synthetic opioids:
            1. (1) Hydrocodone, (2) Hydromorphone, (3) Oxycodone, and (4) Oxymorphone.
            2. Common brand names for these semi-synthetic opioids include, but may not be limited to: OxyContin®, Percodan®, Percocet®, Vicodin ®, Lortab®, Norco®, Dilaudid®, Exalgo®.
    b. 'MDA' will be tested as an initial test analyte
    c. 'MDEA' will no longer be tested for under the "amphetamines" category.
2. <u>BLIND SPECIMEN TESTING</u>
    a. The USDOT no longer requires blind specimens to be submitted to laboratories.
3. <u>ADDITIONS TO THE LIST OF "FATAL FLAWS"</u>
    a. The following three circumstances have been added to the list of "fatal flaws":
        i. No CCF received by the laboratory with the urine specimen.
        ii. In cases where a specimen has been collected, there was no specimen submitted with the CCF to the laboratory.
        iii. Two separate collections are performed using one CCF.

4. MRO VERIFICATION OF PRESCRIPTIONS
   a. When a tested employee is taking a prescribed medication, after verifying the prescription and immediately notifying the employer of a verified negative result, the MRO must then (after notifying the employee) wait five (5) business days to be contacted by the employee's prescribing physician before notifying the employer of a medical qualification issue or significant safety risk.
      i. Specifically, in cases where an MRO verifies a prescription is consistent with the Controlled Substances Act, but that the MRO has still made a determination that the prescription may disqualify the employee under other USDOT medical qualification requirements, or that the prescription poses a significant safety-risk, the MRO must advise the employee that they will have five (5) business days from the date the MRO reports the verified negative result to the employer for the employee to have their prescribing physician contact the MRO. The prescribing physician will need to contact the MRO to assist the MRO in determining if the medication can be changed to one that does not make the employee medically unqualified or does not pose a significant safety risk. If in the MRO's reasonable medical judgment, a medical qualification issue or a significant safety risk still remains after the MRO communicates with the employee's prescribing physician, or after five (5) business days, whichever is shorter, the MRO must communicate this issue to the employer consistent with 49 CFR Part 40.327.
5. DEFINITIONS
   a. The term "***DOT, the Department, DOT Agency***"
      i. Modified to encompass all DOT agencies, including, but not limited to, FAA, FRA, FMCSA, FTA, PHMSA, NHTSA, Office of the Secretary (OST), and any designee of a DOT agency.
      ii. For the purposes of testing under 49 CFR Part 40, the USCG (in the Department of Homeland Security) is considered to be a DOT agency for drug testing purposes.
   b. The term "***Opiate***" is replaced with the term "***Opioid***" in all points of reference.
   c. The definition of "***Alcohol Screening Device*** (ASD)" is modified to include reference to the list of approved devices as listed on ODAPC's website.

d. The definition of "***Evidential Breath Testing Device*** (EBT)" is modified to include reference to the list of approved devices as listed on ODAPC's website.

e. The definition of "***Substance Abuse Professional*** (SAP)" will be modified to include reference to ODAPC's website. The fully revised definition includes:

    i. A licensed physician (medical doctor or doctor of osteopathy) or licensed or certified psychologist, social worker, employee assistance professional, state-licensed or certified marriage and family therapist, or drug and alcohol counselor (certified by an organization listed at https://www.transportation.gov/odapc/sap) with knowledge of and clinical experience in the diagnosis and treatment of drug and alcohol related disorders.

NOTE: The revisions listed in this addendum include only those revisions to 49 CFR Part 40 which may be referenced in our drug & alcohol testing policy. A list of all the revisions made to 49 CFR Part 40 can be found at https://www.transportation.gov/odapc.

Addendum Authorization Date: May 3, 2018

Authorized Official (Printed Name): Patricia Maggie Amarant

Authorized Official (Signature): Patricia Maggie Amarant

Employee (Printed Name):

Employee (Signature):____

Employee Receipt Date:____

BEFORE THE REGIONAL TRANSIT SYSTEM BOARD OF DIRECTORS
COUNTY OF AMADOR, STATE OF CALIFORNIA

RESOLUTION NO. 18-01

Implementing: Addendum to Amador Transit's Zero Tolerance Drug and Alcohol Policy to include Opioid category as required by USDOT.

A RESOLUTION of the Board of Directors for Amador Transit authorizing the General Manager to implement the Opioid Category addendum to the Zero Tolerance Drug and Alcohol Policy.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Amador Transit that the Opioid Category Addendum to the Zero Tolerance Drug and Alcohol Policy is approved and the General Manager is directed and authorized to implement said plan.

BE IT FURTHER RESOLVED by the Board of Directors that the General Manager and staff will provide periodic updates to the Board as necessary or required.

ADOPTED by the Board of Directors of Amador Transit at a regular meeting thereof held on the 3rd day of May 2018.

AYES:

NOES:

ABSENT:

____

Brian Oneto, Chairman
Amador Transit
Board of Directors

ATTEST:

____

Nancy Champlin
Recording Secretary

AMADOR TRANSIT
Expenditure Transaction Detail By Account
March 29 through April 25, 2018

Date	Num	Name	Memo	Amount
23001 · Payroll Liabilities				
25000 · CalPERS Classic Retirement				
04/09/2018	E-Pay	CalPERS	1899375431	3,229.74
04/09/2018	E-Pay	CalPERS	1899375431	2,684.84
Total 25000 · CalPERS Classic Retirement				5,914.58
25100 · CalPERS 457 Plan				
04/09/2018	E-Pay	CalPERS 457 Plan	Plan Entity 450-694	320.00
Total 25100 · CalPERS 457 Plan				320.00
Total 23001 · Payroll Liabilities				6,234.58
24020 · Medical				
03/30/2018	7893	Blue Shield of California	4404588	5,298.70
03/30/2018	7893	Blue Shield of California	4404588	3,893.37
03/30/2018	7894	Healthiest You	HY0747	2.00
03/30/2018	7894	Healthiest You	HY0747	16.00
Total 24020 · Medical				9,210.07
24021 · Aflac				
03/30/2018	7896	AFLAC	ENQ02	978.94
03/30/2018	7896	AFLAC	ENQ02	163.06
Total 24021 · Aflac				1,142.00
24030 · Dental Liab				
04/09/2018	E-Pay	Cypress	R29-37765	385.88
04/09/2018	E-Pay	Cypress	R29-37765	839.27
Total 24030 · Dental Liab				1,225.15
24040 · Vision Liabl				
04/05/2018	E-Pay	Wolfpack Insurance Service Inc	111352-0	95.51
04/05/2018	E-Pay	Wolfpack Insurance Service Inc	111352-0	123.09
Total 24040 · Vision Liabl				218.60
51000 · BENEFITS				
51350 · WORKERS COMP INS				
04/24/2018	18150490	CSAC Excess Insurance	PWC	4,165.00
04/24/2018	18100589	CSAC Excess Insurance	EWC	1,580.00
Total 51350 · WORKERS COMP INS				5,745.00
Total 51000 · BENEFITS				5,745.00
52000 · SERVICES & USER FEES				
52100 · VEHICLE TECH SERV-OUTSOURCE				
04/23/2018	042018	Sutter Creek Car Wash		40.00
04/24/2018	04242018	U.S. BANK	K&T Truck Repair	4,253.08
Total 52100 · VEHICLE TECH SERV-OUTSOURCE				4,293.08
52150 · PROPERTY MAINTENANCE SERVICES				
04/23/2018	000929	Alpine Air Conditioning & Heati...		1,175.00
04/23/2018	4012018	White Rose Housecleaning		800.00
Total 52150 · PROPERTY MAINTENANCE SERVICES				1,975.00
52170 · CONTRACT IT SERVICES				
04/23/2018	605395	Smile Business Products, INC.		79.00
Total 52170 · CONTRACT IT SERVICES				79.00
52250 · LEGAL COUNSEL				
04/23/2018	25634	Cota Cole, LLP		236.50
Total 52250 · LEGAL COUNSEL				236.50

AMADOR TRANSIT
Expenditure Transaction Detail By Account
March 29 through April 25, 2018

Date	Num	Name	Memo	Amount
52300 · ADVERTISING & MARKETING				
04/23/2018	11109196673	CableTime		300.00
04/23/2018	18030056	KVGC 1340 AM		500.00
Total 52300 · ADVERTISING & MARKETING				800.00
52420 · DRUG & ALCOHOL SERVICES				
04/23/2018	20145745/20145736	Occupational Health Services		110.00
Total 52420 · DRUG & ALCOHOL SERVICES				110.00
52500 · FACILITY SECURITY SYSTEM				
04/23/2018	281014	Signal Service		80.00
04/23/2018	282087	Signal Service		975.00
Total 52500 · FACILITY SECURITY SYSTEM				1,055.00
52550 · GSA COST ALLOC-(POSTAGE/PRINT)				
04/23/2018	ATMARCH2018	Amador County General Servi...		44.99
Total 52550 · GSA COST ALLOC-(POSTAGE/PRINT)				44.99
52600 · PROFESSIONAL & TECH SERVICES				
04/23/2018	51539	J's Communications, Inc.		55.00
04/23/2018	18-521	J's Communications, Inc.		83.64
Total 52600 · PROFESSIONAL & TECH SERVICES				138.64
52610 · Fees Bank, Merchant, Service				
04/23/2018	L180402	Lowe's		1.86
Total 52610 · Fees Bank, Merchant, Service				1.86
Total 52000 · SERVICES & USER FEES				8,734.07
53000 · MATERIALS & SUPPLIES CONSUMED				
53100 · FUEL				
04/23/2018	815490	Hunt & Sons, Inc.		158.39
04/23/2018	814069	Hunt & Sons, Inc.		5,333.79
04/23/2018	821266	Hunt & Sons, Inc.		5,467.32
Total 53100 · FUEL				10,959.50
53150 · TIRES				
04/23/2018	66200218348	Les Schwab Tires		449.63
04/23/2018	66200218227	Les Schwab Tires		1,271.97
04/23/2018	66200218823	Les Schwab Tires		181.71
Total 53150 · TIRES				1,903.31
53200 · LUBRICATION				
03/30/2018			Valley Power Reimb	-1,776.80
04/23/2018	1025845	Ron DuPratt Ford		52.92
Total 53200 · LUBRICATION				-1,723.88
53300 · VEHICLE MAINT-REPAIR PARTS				
04/23/2018	714779	Riebes Auto Parts		15.67
04/23/2018	717250	Riebes Auto Parts		27.03
04/23/2018	715252	Riebes Auto Parts		29.22
04/23/2018	1021395	Ron DuPratt Ford		116.37
04/23/2018	1025845	Ron DuPratt Ford		17.58
Total 53300 · VEHICLE MAINT-REPAIR PARTS				205.87
53350 · SHOP SUPPLIES (Consumables)				
04/23/2018	717193	Riebes Auto Parts		36.53
04/23/2018	073823	Riebes Auto Parts		12.33
04/24/2018	04242018	U.S. BANK	Magnetic Hooks (Amazon)	51.88
04/23/2018	9003332510	Zep Sales & Service		62.74

AMADOR TRANSIT
Expenditure Transaction Detail By Account
March 29 through April 25, 2018

Date	Num	Name	Memo	Amount
Total 53350 · SHOP SUPPLIES (Consumables)				163.48
53400 · VEHICLE ACCESSORIES				
04/24/2018	04242018	U.S. BANK	12V auto timer switch (ch...	509.94
Total 53400 · VEHICLE ACCESSORIES				509.94
53450 · FACILITIES MAINT/REPAIR PARTS				
04/23/2018	3385-511415	Consolidated Electric Distribut...		19.28
04/23/2018	908435	Lowe's		85.31
04/23/2018	906556	Lowe's		24.76
04/23/2018	907116	Lowe's		153.43
04/23/2018	914107	Lowe's		35.72
04/23/2018	908669	Lowe's		16.31
04/23/2018	906686	Lowe's		26.58
04/23/2018	902028	Lowe's		30.11
04/23/2018	905720	Lowe's		30.00
04/23/2018	907040	Lowe's		79.78
04/23/2018	2249	Short Circuit Electric, Inc.		1,303.22
04/23/2018	150202	Sierra Janitorial Supply		10.68
Total 53450 · FACILITIES MAINT/REPAIR PARTS				1,815.18
53500 · TRANSIT CENTER SUPPLIES				
04/23/2018	556786	Sierra Janitorial Supply		26.88
Total 53500 · TRANSIT CENTER SUPPLIES				26.88
53550 · OFFICE SUPPLIES				
04/23/2018	8049410721	Staples Advantage		98.51
04/23/2018	8049313377	Staples Advantage		64.49
Total 53550 · OFFICE SUPPLIES				163.00
53750 · OTHER MATERIALS & SUPPLIES				
04/24/2018	04242018	U.S. BANK	Driver Bags (Amazon)	180.96
Total 53750 · OTHER MATERIALS & SUPPLIES				180.96
Total 53000 · MATERIALS & SUPPLIES CONSUMED				14,204.24
54000 · UTILITIES				
54100 · AT WATER/SEWER/GARBAGE				
04/23/2018	204739	Aces Waste Services, Inc.		82.81
04/11/2018	E-Pay	Amador Water Agency		221.20
04/11/2018	E-Pay	Amador Water Agency		82.71
Total 54100 · AT WATER/SEWER/GARBAGE				386.72
54200 · AT -PGE				
04/11/2018	E-Pay	P.G.& E.		1,156.10
Total 54200 · AT -PGE				1,156.10
54300 · TRANSIT CTR/WATER/SEWER/GARB				
04/23/2018	204740	Aces Waste Services, Inc.		20.09
04/11/2018	E-Pay	Amador Water Agency		76.98
Total 54300 · TRANSIT CTR/WATER/SEWER/GARB				97.07
54400 · TRANSIT CENTER-PGE				
04/11/2018	E-Pay	P.G.& E.		608.80
Total 54400 · TRANSIT CENTER-PGE				608.80
54450 · TRANSIT CENTER-INTERNET				
04/11/2018	E-Pay	Comcast		190.61
Total 54450 · TRANSIT CENTER-INTERNET				190.61
54500 · OFFICE PHONES/FAX/INTERNET				

AMADOR TRANSIT
Expenditure Transaction Detail By Account
March 29 through April 25, 2018

Date	Num	Name	Memo	Amount
04/11/2018	E-Pay	Comcast		329.21
Total 54500 · OFFICE PHONES/FAX/INTERNET				329.21
54550 · CELLULAR SERVICE				
04/23/2018	287016678958x0424...	AT& T Cell Phones		363.35
Total 54550 · CELLULAR SERVICE				363.35
Total 54000 · UTILITIES				3,131.86
56000 · CASUALTY & LIABILITY COSTS				
56100 · LIABILITY & PROPERTY DAMAGE INS				
03/30/2018	CAL-2018-0054	CalTip		25,442.99
Total 56100 · LIABILITY & PROPERTY DAMAGE INS				25,442.99
Total 56000 · CASUALTY & LIABILITY COSTS				25,442.99
58000 · MISCELLANEOUS (NEW)				
58050 · DUES & SUBSCRIPTIONS				
04/23/2018	18/19	The Arc of Amador and Calave...		45.00
Total 58050 · DUES & SUBSCRIPTIONS				45.00
Total 58000 · MISCELLANEOUS (NEW)				45.00
59000 · LEASES / RENTALS				
59100 · Leases & Rentals				
04/23/2018	29884	Amador County Airport		50.00
04/23/2018	1101961708	AmeriPride Services Inc.		50.78
04/23/2018	1101968902	AmeriPride Services Inc.		49.30
04/23/2018	1101972459	AmeriPride Services Inc.		49.30
04/24/2018	58921575	Smile (Copier)		624.58
04/24/2018	58914372	Smile (Copier)		261.38
Total 59100 · Leases & Rentals				1,085.34
Total 59000 · LEASES / RENTALS				1,085.34
60000 · CAPITAL OUTLAY				
60125 · Cap.Reserve-Equip. LTF/STA				
04/23/2018	51495	J's Communications, Inc.		1,016.99
Total 60125 · Cap.Reserve-Equip. LTF/STA				1,016.99
Total 60000 · CAPITAL OUTLAY				1,016.99
60200 · PTMISEA				
60260 · MOA Facility Upgrades				
04/23/2018	2232	Short Circuit Electric, Inc.		6,283.00
04/23/2018	2275	Short Circuit Electric, Inc.		5,658.80
Total 60260 · MOA Facility Upgrades				11,941.80
Total 60200 · PTMISEA				11,941.80
TOTAL				**89,377.69**