AMADOR TRANSIT BOARD OF DIRECTORS AGENDA

Thursday, June 4, 2020 – 9:00 A.M.

Amador County Transportation Commission-117 Valley View Way, Sutter Creek, California

This meeting is compliant with the Governors Executive Order N-25-20 issued on March 4, 2020, and Executive Order N-29-20 issued on March 17, 2020, allowing for deviation of teleconference rules required by the Brown Act. The purpose of this is to provide the safest environment for staff and the public while allowing for public participation. The meeting will be held with the option of attending in person at the ACTC office following the guidelines of the County health Official, including limiting capacity of the conference room at 25% of the regular capacity. A face covering is strongly recommended during the meeting. If you would like to participate electronically you may access the meeting via Zoom Conference and access is allowed via video or audio. For those that would like to participate in person, please email Felicia at felicia@actc-amador.org so ACTC may accommodate participants within the capacity limit.

Join Zoom Meeting
https://us02web.zoom.us/j/83304389305?pwd=cUw2czdUSEN1RmJuWW0yeEUxb3lIUT09
Meeting ID: 833 0438 9305
Password: 766621
Dial by your location
+1 669 900 6833

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 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, May 2020
2. Ridership Analysis, April 2020
3. Ridership Analysis, Amador-Sacramento Express, April 2020
4. Vehicle Maintenance Report, April 2020
5. Performance Report, April 2020
6. Budget/Expenditure Report, April 2020
7. Compliments, Complaints and Service Requests

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

- Overview of ridership stats during COVID-19
- Announcement of AT Operations Supervisor retirement

REGULAR AGENDA ITEMS:

9. Approve Final FY 2020-21 Budget
10. **Reso 20-02** – Review and approve AT's STA Claim for FY20/21
11. **Reso 20-03** – Review and approve AT's LTF Claim for FY20/21
12. Review and approval of updated AT's Operating Fund Transfer Policy
13. Claims
14. **ADJOURNMENT**

AMADOR TRANSIT (AT)
MINUTES
May 7, 2020 – 10:57 a.m.

The Amador Transit Board of Directors met via Zoom Conferencing on the above date, and the following proceedings were had, to wit:

Present on Roll Call:
Brian Oneto, Chairman
Dominic Atlan, Vice Chairman
Keith Sweet
Richard Forster
John Plasse

Absent:
Jon Colburn

Also Present:
Patricia Maggie Amarant, AT General Manager
John Gedney, ACTC Executive Director
Felicia Bridges, ACTC Administrative Secretary
Gregoria Ponce, Caltrans District 10, Office Chief

AGENDA:

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

Ayes: Oneto, Atlan, Plasse, Sweet, Forster
Noes: None
Absent: Colburn

PUBLIC MATTERS NOT ON THE AGENDA: None

CONSENT AGENDA:

Motion: It was moved by Director Forster, seconded by Director Sweet and carried to approve the Consent Agenda.

Ayes: Oneto, Atlan, Plasse, Sweet, Forster
Noes: None
Absent: Colburn

GENERAL MANAGER REPORT: Chairman Oneto commented that due to the COVID-19 pandemic the ridership would be affected heavily however he did ask Ms. Amarant if it would affect the budget. Ms. Amarant replied she hopes not. She noted AT has suspended the Sacramento, Plymouth, and Ione routes and is currently running a "micro-transit schedule" which is condensed and only providing services for essential travel.

Director Plasse asked if all the contributing elements that would incur costs such as fuel, vehicle miles traveled, etc. have been reduced as the services are not being utilized. Ms. Amarant responded all non-essential travel has been suspended, however small vans have been used in a rare occasion as an essential "Dial-A-Ride" service locally as well as to Sacramento.

Chairman Oneto commented the transit service may be greatly impacted after the pandemic passes.

REGULAR AGENDA:

Review and Approve Preliminary FY 2020-21 Budget: Ms. Amarant reviewed her staff report.

Director Plasse noted the State of Good Repair (SGR) funds are not present. Ms. Amarant replied that is an error, it should be on the Reserves sheet and the Income Projections sheet.

Director Plasse stated regarding the Local Transportation Funds (LTF), it shows a 30% reduction in revenue for FY 20/21 ($590,073), but that is not a 30% decrease from what was received in FY 19/20, it is a 30% decrease of what was budgeted. He asked if that was because AT is in arrears of received funds to finish out the 19/20 FY. Ms. Amarant replied the decrease is due to the LTF revenues reducing in size due to the COVID-19 pandemic, and that the Coronavirus Aid Relief and Economic Security (CARES) Act grant funds ($241,687) would act to cover the shortfall of LTF that is expected to happen.

Mr. Gedney noted he is tracking receipts through the current fiscal year and stated there was a shortfall in March. He continued, at this time AT is short by $75,000 to meet the auditor estimate for FY 19/20, and if that can be accumulated through April, May and June the estimate will be met.

Director Sweet asked for clarification regarding the CARES Act funding, if there are any restrictions on that money. Ms. Amarant responded that funding is for operating expenses, and AT is currently using funds to take extra precautions during this pandemic *i.e.-masks, gloves, sanitizing supplies.* She added this is said to be only phase one of funding.

Director Plasse asked what is the lag time for reimbursement for the funds through the CARES Act. Ms. Amarant replied the State will release funds as the invoices are submitted (monthly, quarterly, etc.). Director Plasse noted any overage in funds taking place in the 19/20 FY to aid in the accommodations regarding COVID-19 should be included in that FY budget. Ms. Amarant stated she will adjust the amount of the CARES funding for the FY 20/21 budget by a decrease of $32,000, and transfer that amount from the Operating Cash Reserves account to balance the FY 19/20 budget.

Mr. Gedney stated the recommendation is to eliminate the Operating Cash Reserves account and the fund would go to Capital Expenditures. As the LTF is arbitrary at this time, it would serve better to move those funds from the Operating funds to the LTF to keep the budget lines clean.

Ms. Amarant asked if the adjustment of the LTF amount would change from $590,000 to $622,073. Director Plasse responded yes. Ms. Amarant commented the final budget will go before the board next month and those changes would be made.

Motion: It was moved by Director Sweet, seconded by Vice Chairman Atlan and carried to approve the Preliminary Budget with the recommended changes.

Ayes:	Oneto, Atlan, Plasse, Sweet, Forster
Noes:	None
Absent:	Colburn

Review of FY 19/20 Special Events Stats: Ms. Amarant reviewed the worksheet. She noted the events that were cancelled due to the COVID-19 pandemic. She stated there is still an advertising cost of $900.00 for the Dandelion Days event that took place prior to the "stay at home" orders in March. Ms. Amarant commented she sent an invoice of loss of revenue to Federal Emergency Management Agency (FEMA) as the loss took place due to the pandemic and she is waiting to hear if they will reimburse for that.

Director Plasse expressed his concern regarding the advertising costs for the special events. He suggested there should be contribution from the events coordinators and advertising done on their part for AT to assist in the event.

Director Sweet suggesting contacting ACES Waste and Volcano Communications, as they allow inserts be included in the billing that is distributed to the community. Ms. Amarant replied she would reach out.

Claims:

Motion: It was moved by Director Plasse, seconded by Director Forster and carried to approve the claims list.

Ayes:	Oneto, Atlan, Plasse, Sweet, Forster
Noes:	None
Absent:	Colburn

Director Plasse asked to have the policy statement and resolution be brought before the board at the next meeting regarding the transfer of funds in the reserves from Capital account to the Operating account. Directors agreed with the request.

Adjournment: At 11:37 a.m. the Chairman adjourned the meeting to Thursday, June 4, 2020 at 9:00 a.m. via teleconferencing and/or at the Amador County Transportation Commission Offices, 117 Valley View Way, Sutter Creek, California.

Brian, Oneto, Chairman
Amador Transit

ATTEST:

Recording Secretary

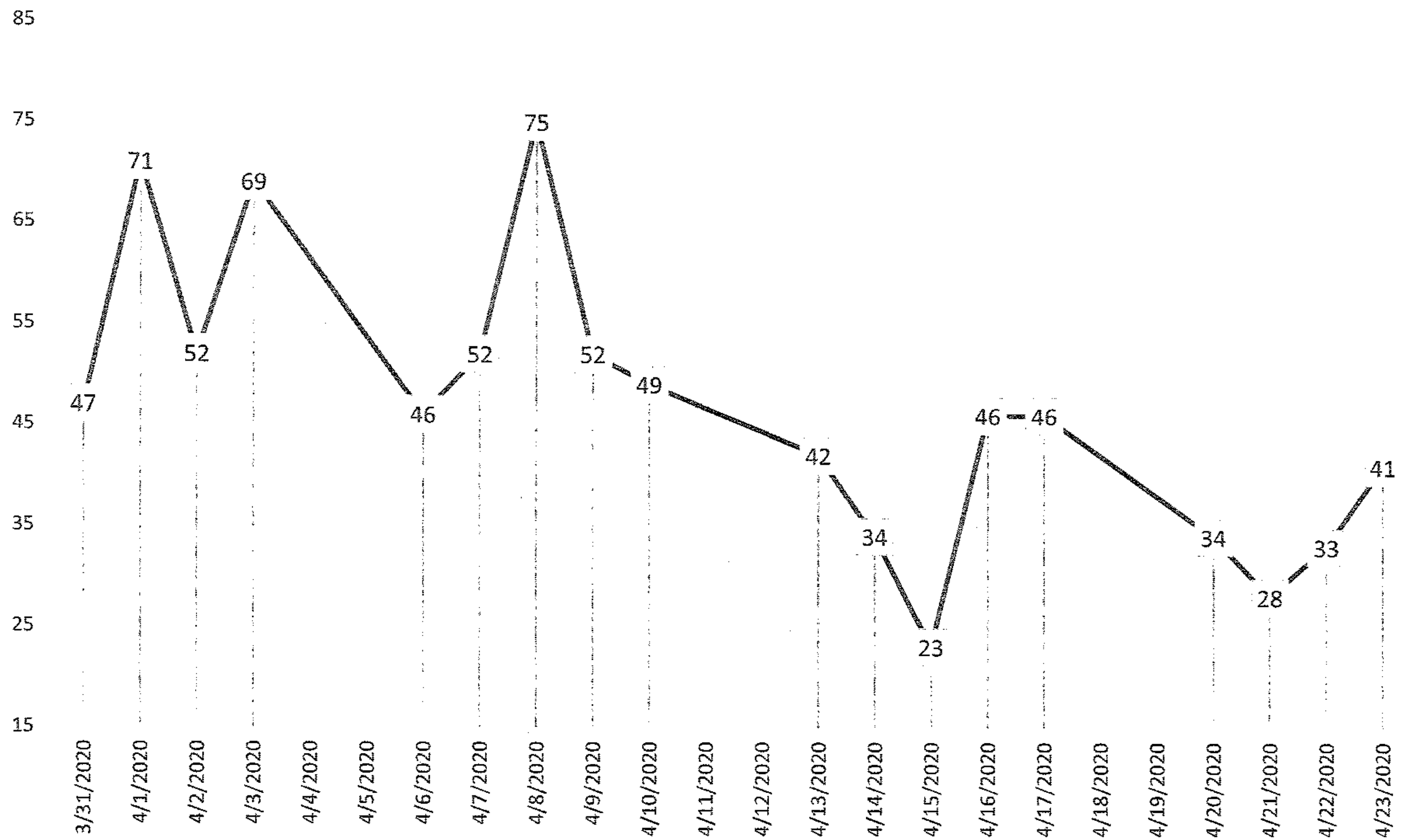
Note: Copies of referenced documents are available at the AT and ACTC offices.

AMADOR TRANSIT **MONTHLY**
SERVICE SUMMARY

APRIL 2020

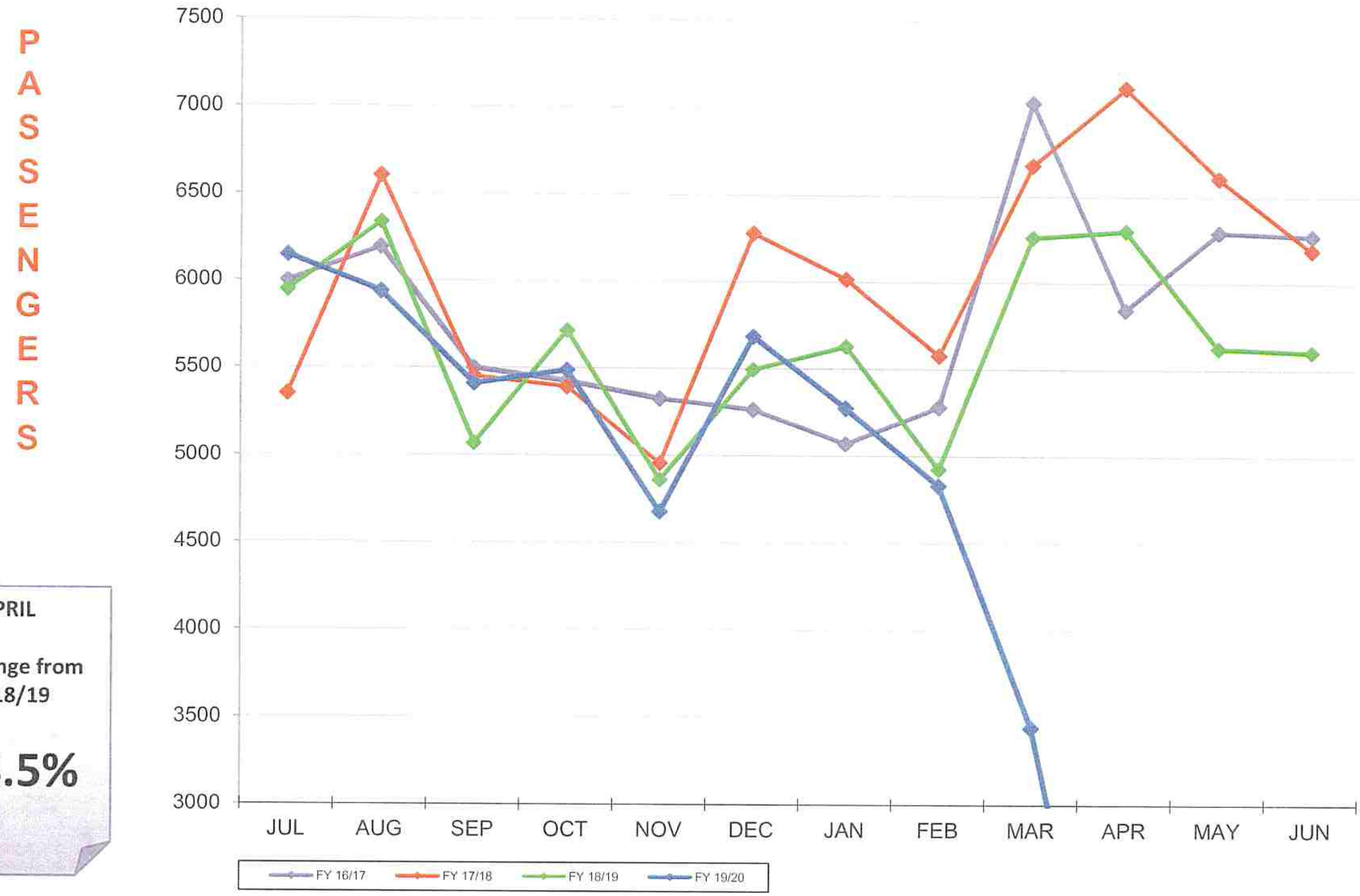
FY 19/20	Service Days	
		22
Sacramento	22	
Upcountry	233	
Plymouth	-	
A - Shuttles 5-1 - 5-5	270	
B - Shuttles 6-1 - 6-6	306	
Ione	4	
Dial-A-Ride	122	
Logisticare	17	
Special Events	-	
TOTAL PASSENGERS	974	
AV. DAILY	44	
ADULT	365	
SENIOR	202	
PERSONS W/DISABILITIES	249	
YOUTH	17	
Non-Revenue-PCA	50	
Non-Revenue - Child	25	
Non-Revenue - Family Pass	49	
Wheelchair	66	
Bicycles	1	
FARES PAID BY MONTH/DAY PASS		
Monthly Pass	119	
$6 Day Passes Trips	26	
$6 Day Passes Sold	7	
Cash Fares	$722.13	
FARES PAID BY PRE-PAID TICKETS		
Pre-Paid Tix .50¢		
Pre-Paid Tix $1.00	167	
Pre-Paid Tix $1.25	-	
Pre-Paid Tix $1.50	-	
Pre-Paid Tix $2.00	23	
Pre-Paid Tix $2.50	-	
Pre-Paid Tix $3.00	1	
Pre-Paid Tix $4.00	-	
Pre-Paid Tix $7.00	-	
Mileage		
Revenue miles	11,383	
Non-Revenue miles	863	

Overall Ridership Progress



RIDERSHIP ANALYSIS
APRIL 2020

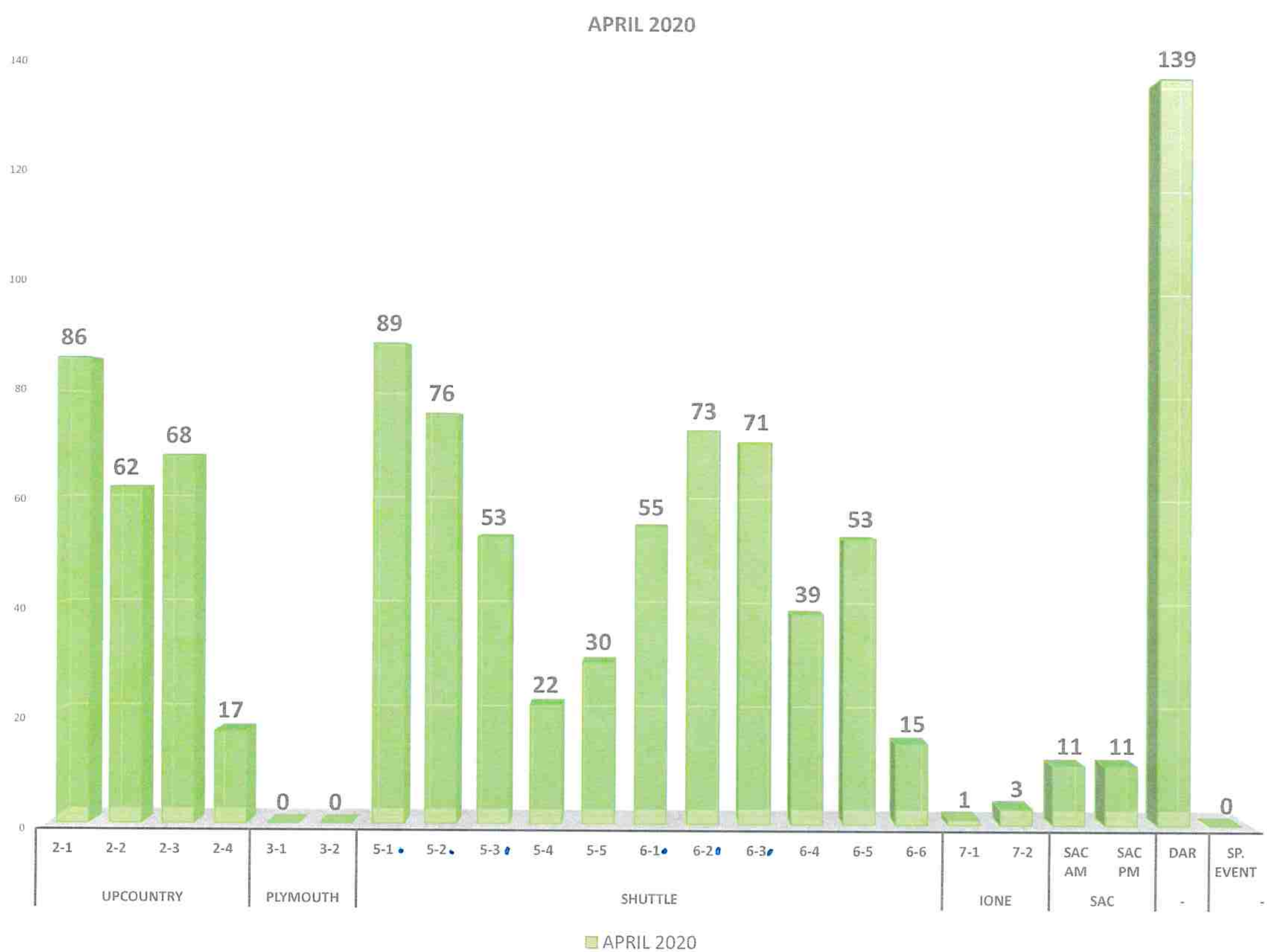
AMADOR TRANSIT
FISCAL YEAR 2019/2020



APRIL

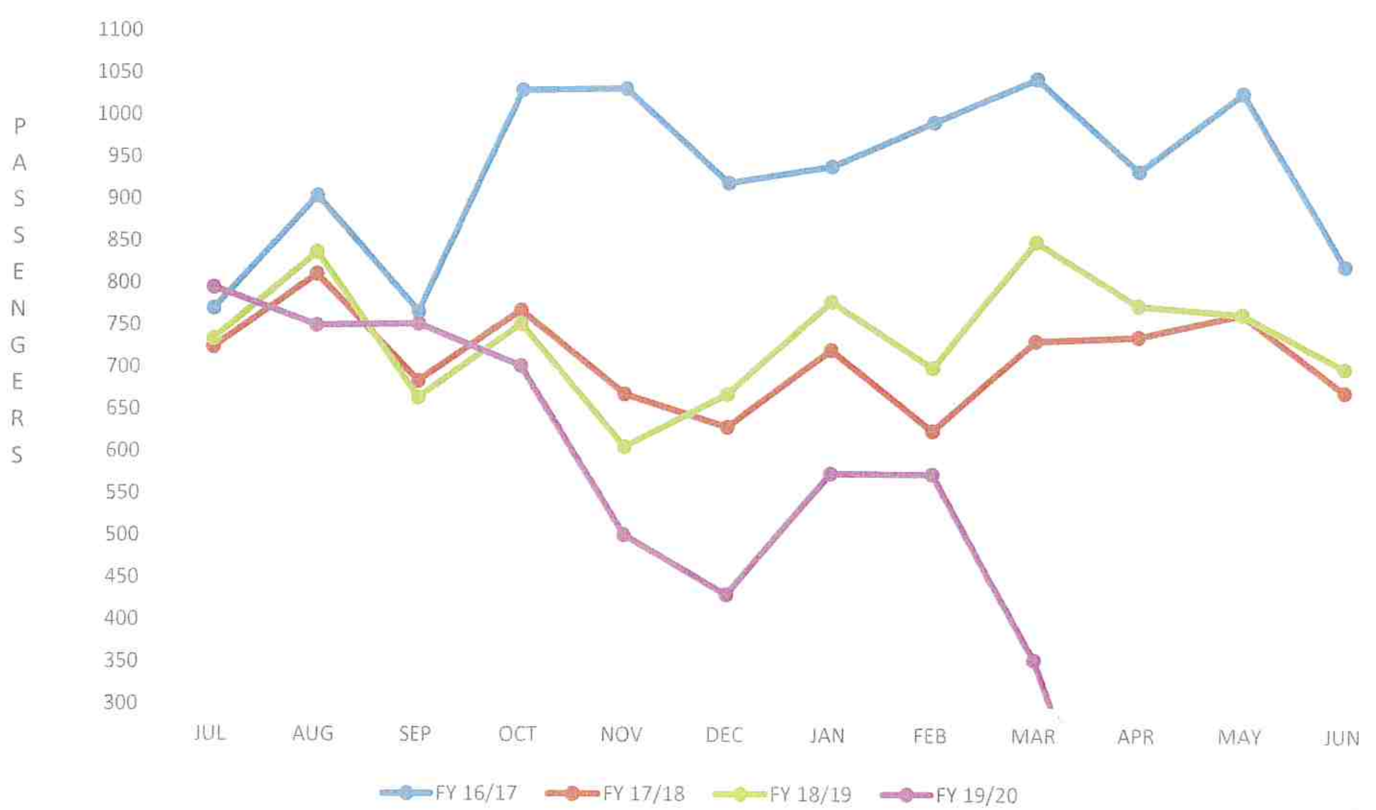
% Change from FY 18/19

-84.5%


APRIL 2020
140
120
100
80
60
40
20
0
86
62
68
17
0
0
89
76
53
22
30
55
73
71
39
53
15
1
3
11
11
139
0
2-1
2-2
2-3
2-4
3-1
3-2
5-1
5-2
5-3
5-4
5-5
6-1
6-2
6-3
6-4
6-5
6-6
7-1
7-2
SAC AM
SAC PM
DAR
SP. EVENT
UPCOUNTRY
PLYMOUTH
SHUTTLE
IONE
SAC
-
-
APRIL 2020

AMADOR-SACRAMENTO EXPRESS

MONTH	11		12		TOTAL
	Amador	SAC	Amador	SAC	
May 2019	**123**	**255**	**129**	**253**	**760**
June 2019	**120**	**227**	**116**	**238**	**701**
July 2019	**130**	**251**	**142**	**272**	**795**
August 2019	**117**	**236**	**146**	**251**	**750**
September 2019	**114**	**232**	**148**	**258**	**752**
October 2019	**121**	**210**	**142**	**229**	**702**
November 2019	**80**	**153**	**103**	**166**	**502**
December 2019	**65**	**137**	**82**	**147**	**431**
January 2020	**75**	**180**	**102**	**218**	**575**
February 2020	**76**	**162**	**116**	**220**	**574**
March 2020	**46**	**93**	**86**	**129**	**354**
April 2020	**7**	**7**	**4**	**4**	**22**
Average Pass/day Month of APR 2020	**0.3**	**0.3**	**0.2**	**0.2**	**1.0**
22	Service Days				



VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 4/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of APRIL 2020 Jobs Exceeding $150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of APRIL	July 2015 to date CUMULATIVE COST
TRK #101 (gas)	140,220 ODO	0.10	04 - 2020	Fire Extinguisher maintenance.	$15.00	
04 Chev Suburban						
6-passenger	***					
NON-REVENUE VH						
Mileage for the Month	79					
					$15.00	
			06 - 2019	Replaced left corner window glass doctor invoivce # 102728	$527.23	
			01 - 2019	Replaced Water pump, thermostat AC belt, and main belt, 1 Gallon of Coolant	$162.73	
			10 - 2015	Replace 4 tires, 225/75/R16. 4 TPS, turned front rotors, alignment	$1,143.00	
			09 - 2015	Replaced alternator	$151.00	$1,998.96
TRK #102 (gas)	20,820 ODO	0.10	04 - 2020	Fire Extinguisher maintenance.	$15.00	
14 F450 4x4						
3-passenger	***					
NON-REVENUE VH						
Mileage for the Month	99					
					$15.00	
			10 - 2019	Repair invoice # 348715 Emissions Vehicle derating R&R EGT sensor	$4,355.05	
			02 - 2019	Replaced 2 batterys and took to car wash	$226.52	
			12 - 2018	6 Tires 225/70r/19.5	$2,619.15	
			12 - 2018	1 Steer steel wheel White	$171.12	$7,386.84
TRK #103 (gas)	104,182 ODO	0.10	04 - 2020	Fire Extinguisher maintenance.	$15.00	
1998 Ford Ranger						
3-passenger	***					
NON-REVENUE VH						
Mileage for the month	123					
					$15.00	
			10 - 2019	Steering rack and pump replaced Hahns inv # J046369	$848.20	
			06 - 2018	4 tires 205/75/14R and Alignment	$370.17	
			07 - 2015	July 8 - 4 siped 205/75/R14 $570	$570.00	$1,803.37

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VAN #201 (gas)	33,310 ODO	0.10	04 - 2020	Fire extinguisher maintenance.	$15.00	
15 DODGE CARAVAN						
1-WC, 5 passenger	***					
mileage for the month	2887					
					$15.00	
			05 - 2019	Braun recall and lasher dodge air bag repair	$495.00	
			08 - 2018	4 New tires, Invoice # 66200227328	$656.19	$1,166.19
VAN #202 (gas)	29,740	0.1	04 - 2020	Fire extinguisher maint.	$15.00	
15 DODGE CARAVAN	ODO					
1-WC, 5 passenger	***					
NON-REVENUE						
Mileage for the Month	802					
					$15.00	$15.00
			10 - 2019	Front rotor and pads	263.74	
VAN #203 (gas)	33,973	0.1	04 - 2020	Fire extinguisher maint.	15	
17 DODGE CARAVAN	ODO	1	04 - 2020	pm a	$0.00	
1-WC, 5 passenger	***					
NON-REVENUE						
Mileage for the Month	399					
					$15.00	
						$15.00

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 4/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of APRIL 2020 Jobs Exceeding $150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of APRIL	July 2015 to date CUMULATIVE COST
Bus #301 Diesel	98,247	3.00	04 - 2020	PM B	$42.82	
13 Chevrolet	ODO	0.10	04 - 2020	Fire extingusher maint.	$15.00	
		0.15	04 - 2020	1 gal def	$2.89	
16-passenger 3 w/c	***					
Mileage for the Month	37					
					$60.71	
			03 - 2020	Hahn's Invoice #JO47256	$308.75	
			03 - 2020	R&R Steer tires 225/75/R16 Endurance good year	$517.69	
			01 - 2020	R&R Drive tires 225/75R16 Fortitude	$680.66	
			09 - 2019	Replaced main and AUX Battery	$246.12	
			06 - 2019	2 Steer tires 225/75r/16	$320.20	
			05 - 2019	Derated Hahns replaced catalyst convertor and DEF & #9 injector Invoice #J045779	$3,991.11	
			02 - 2019	R&R belt, tensioner and 3 pulleys	$249.25	
			01 - 2019	R&R Transmission	$2,639.88	
			01 - 2019	Hahns programed Tranmssions Invoice # Jo45231	$267.00	
			10 - 2018	Replaced Hydraulic brake booster, Test drove	$181.07	
			09 - 2018	A Arm bushings and Alignment Invoice #87394 Hewitt	$388.95	
			08 - 2018	Drive tires, ARD242550	$898.86	
			08 - 2018	Steer tires	$550.72	
			07 - 2017	Replace steering & drive tires. S 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	$13,826.17

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Bus #302 Diesel	97,851	2.00	04 - 2020	PM A Changed batter's	$0.00	
13 Chevrolet	ODO	0.10	04 - 2020	Fire extingusiher maint.	$15.00	
16-passenger 3 w/c	***	0.10	04 - 2020	R&R left sun visor.	$69.33	
Mileage for the Month	3	0.15	04 - 2020	1 gal def.	$2.89	
					$87.22	
			03 - 2020	R&R DEF Header	$227.84	
			03 - 2020	Hahn's ECM Reprogramming	$185.25	
			03 - 2020	R&R ECM Charged batteries	$241.64	
			02 - 2020	ECM programmed at HAHNS invoice # J047091	$185.25	
			11 - 2019	Steer Tires 225/75/R16	$517.69	
			10 - 2019	Replaced right headlight assy	$230.47	
			08 - 2019	Out of Service Towed to Maita chevy Invoice # 31758	$1,031.25	
			08 - 2019	IN SERVICE Maita Diagnosed and replaced glow plug module and 4 glow plugs	$1,149.93	
			05 - 2019	Hahns diagnosed parking brake light on no turn signals Invoice# J045738	$1,257.25	
			05 - 2019	Amador Transit supplied the BCM part to Hahns	$180.29	
			04 - 2019	Brake Hydro Booster	$191.14	
			03 - 2019	Drive Tires 225/75R/16	$843.96	
			02 - 2019	Right low beam headlight	$914.00	
			11 - 2018	Replaced Transmission, oil dipstick tube, main belt, idler pulleys. Tensioner	$3,158.24	
			11 - 2018	Hahns re-program computer to transmission invoice # JO44793	$267.00	
			09 - 2018	Front and Rear Shocks	$185.36	
			09 - 2018	Control Arm bushing and Alignment invoice #87382 Hewitt	$454.68	
			05 - 2018	STEER TIRES 225/75R 16 HT	$475.50	
			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	Hydraulic booster	$167.00	
			10 - 2015	Replaced drive tires 225/75/R16 back country	$852.00	
			03 - 2016	Replaced Steer tires	$409.00	$15,215.82

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Bus #401 Diesel	174,783	0.45	04 - 2020	drive tires Fortitiude 225/75/16	$680.57	
13 Chevrolet	ODO	3.00	04 - 2020	PM A	$0.00	
16-passenger 3 w/c	***	2.50	04 - 2020	Hvac fan inop. R&R Hvac Resistor and pig tail. Located electrical problem.	$31.38	
Mileage for the Month	1,415	0.10	04 - 2020	Fire extingusiher maint.	$15.00	
		0.15	04 - 2020	2 gal def	$5.78	
					$732.73	
			01 - 2020	Steer Tires 225/75R16	$517.69	
			12 - 2020	R&R Power steering pump pulley and belt	$248.85	
			12 - 2020	Body Repair replaced rear exterior top end cap and 4 lights AC inv # 02p2468218	$342.01	
			09 - 2019	Belt Broke R&R AC Compressor, Alternator pulleys and Belt	$476.10	
			09 - 2019	Right head light ASSY R&R light assy	$245.22	
			09 - 2019	Belt Broke towed from Jackson Medical center to AT	$550.00	
			08 - 2019	Towed from Medical Center Jackson to AT shop ATF invoice # 26930	$550.00	
			07 - 2019	R&R Steer tires 225/75/19	$320.20	
			01 - 2019	Front and Rear shocks	$185.36	
			10 - 2018	Maita chevy DEF tank replacement. Invoice # 599559	$500.00	
			09 - 2018	Maita repaired emission system Invoice #597652 reconnected plug to door	$1,827.90	
			08 - 2018	Steer tires 225/75/R16 Back Country	$550.72	
			07 - 2018	Maita repair invoice # 595263 replaced indirect injector and did regen	$1,492.49	
			05 - 2018	4 225/75R16 BACK COUNTRY AT	$898.86	
			05 - 2018	R&R POWER STEERING HOSE AND BOX HOUSING	$185.60	
			03 - 2018	Rear end Rebuilt K&T Truck invoice #4620 Maintenance transported bus	$4,253.08	
			03 - 2018	poor quality DEF. 10 codes sent to Maita. Replaced NOX Sensor. Inv 58686	$1,587.90	
			03 - 2018	replaced left head light asy.	$231.00	
			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	TA 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, siped 225/75/16	$451.00	

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			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	$28,502.38
			09 - 2016	2 steer s & 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	
			10 - 2015	OCT 1 - Replaced AUX and Main Batteries $203.54	$203.00	
			07 - 2015	July 17 - Steer tires 255/75/R16 $470	$470.00	
			07 - 2015	July 22 - Replaced front brake rotors and pads, bled brakes, test drove $249	$249.00	

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 4/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of APRIL 2020 Jobs Exceeding $150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of APRIL	July 2015 to-date CUMULATIVE COST
Bus #402 Diesel	164,106	0.05	04 - 2020	Left sun visor retainer	$10.03	
13 Chevrolet	ODO	0.10	04 - 2020	Fire extinguisher maint.	$15.00	
16-passenger 3 w/c	***	0.15	04 - 2020	2.6 gal def	$7.50	
Mileage for month	1,981					
					$32.53	
			02 - 2020	Replaced Idler arm and Bracket	$173.24	
			12 - 2019	DPF not burning off, Trouble shoot found #9 injector bad, replaced	$212.88	
			09 - 2019	Drive Tires 225/75/16 goodyears	$641.60	
			08 - 2019	Installed 2 new steer tires, puncture in left not repairable	$640.40	
			04 - 2019	Right steer tire 225/75/16	$165.45	
			04 - 2019	Rebuilt rear DIF, Repaired DEF and Regened Maita	$2,836.44	
			03 - 2019	Rear axle trouble shoot, bearings, flanges, brake shoes seals etc	$150.53	
			03 - 2019	Trouble shoot engine derations code replaced reduction heater	$203.60	
			03 - 2019	Hahns clears code and regenerate particulate burn off	$168.75	
			03 - 2019	Particulate Re Gen Invoice # JO45475 Hahns	$168.75	
			12 - 2018		$1,439.14	
			12 - 2018	Left and right fenders Invoice # 10665	$2,510.54	
			09 - 2018	Front and Rear KYB shocks. WC lift inspection	$185.36	
			07 - 2018	Replaced steer and drive tires. s	$1,415.28	
			07 - 2018	Front brake pads and rotors	$193.71	
			06 - 2018	Rear Brake pads, Rotors, seals, Fluids, Parking brake adjustment	$292.97	
			01 - 2018	REPLACED BRAKE HYDRO BOOSTER	$186.78	
			10 - 2017	4 DRIVE TIRED S	$950.86	
			07 - 2017	2 steering open country 's 225/75/r16	$412.21	
			12 - 2016	Replaced 2 steer tires, 4 drive tires	$1,285.00	
			10 - 2016	New power steering pump and drive belt installed	$259.00	
			07 - 2016	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 siped	$912.00	$17,520.02

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 4/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of APRIL 2020 Jobs Exceeding $150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of APRIL	July 2015 to-date CUMULATIVE COST
Bus #403 Diesel	144,812	2.50	04 - 2020	Hvac Vaccum pump.	$162.36	
13 Chevrolet	ODO	3.50	04 - 2020	R&R Upper platic fan shroud.	$137.20	
16-passenger 3 w/c	***	0.10	04 - 2020	Fire extinguisher maint.	$15.00	
Mileage for month	1,634	0.15	04 - 2020	1.7 gal def	$4.91	
					$319.47	
			03 - 2020	Pressure tested cooling system	$395.23	
			03 - 2020	1 a/c compressor, 1 accumulator, 1 dryer, 1 orifice tube, 2 o-rings flushed a/c system	$305.86	
			03 - 2020	2 alternators 3 idle pulleys 1 belt tensioner 1 belt, f duct housing and duct	$1,222.35	
			03 - 2020	4 225-/25/16	$680.57	
			01 - 2020	Replaced Brake Hydrobooster	$269.78	
			01 - 2020	R&R Radiator and lower house	$523.11	
			01 - 2020	Replaced brake Hydrobooster	$269.78	
			01 - 2020	R&R Radiator and lower hose	$523.11	
			11 - 2019	R&R right and left front rotors	$223.74	
			11 - 2019	R&R left and right front rotors	$223.74	
			10 - 2019	Steer Tries 225/75/16	$320.02	
			08 - 2019	Transmission code Maita Invoice # 616707 Faulty wire to DEF injector	$702.51	
			07 - 2019	Evacuated AC system R&R AC Comp Recharged system	$240.82	
			07 - 2019	Quality poor Diagnosed and repaired invoice# 614991 Maita chevy	$1,630.66	
			06 - 2019	Transmission re programing and diagnose de rating temp sensor 2	$589.74	
			06 - 2019	Hand Control pendent	$259.63	
			06 - 2019	Hand Control pendent	$259.63	
			05 - 2019	Maita invoice #610365 rebuilt rear Diff & adjusted parking brake	$2,821.50	
			04 - 2019	R&R Alternator and belt	$500.48	
			04 - 2019	replaced L shape metal heater hose for the rear heater	$116.45	
			03 - 2019	R&R Steering gear box and idler arm left side, test drove	$531.07	
			12 - 2018	4 Drive tires back coutnry AT 225/75R-16	$843.96	
			11 - 2018	R&R AC comp, office seals, pullys, tensioner, belt, filter, oil	$706.01	
			10 - 2018	Replaced brake pads, rotors, brake shoes, gear old, brake fluid	$499.88	
			10 - 2018	Parking brake adjustment Hahns inovice # J044660	$309.30	
			09 - 2018	Replaced control arm bushing and Alignment invoice #87419	$348.95	
			07 - 2018	Front and rear shocks	$185.36	
			07 - 2018	2 225/75/r16 HT Steer tires	$477.65	
			05 - 2018	MAITA DIAGNOSIS R&R NOX 2 REGEN INVOICE # 590257	$1,347.90	
			02 - 2018	road call to highway 88 E of Ione bus towed in by ATR	$375.00	
			01 - 2018	REPLACED DRIVER TIRES 225/75/16	$898.86	
			12 - 2017	STEER TIRES	$477.36	
			08 - 2017	EGR REPAIR WARRANTY	$160.30	
			03 - 2017	Drive tires, S 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 s, not siped	$449.00	
			03 - 2016	Replaced Drive Tires .	$819.00	
			11 - 2015	Brake hydronic booster	$256.00	

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 4/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of APRIL 2020 Jobs Exceeding $150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of APRIL	July 2015 to-date CUMULATIVE COST
Bus #404 Diesel	223,377			OUT OF SERVICE		
13 Chevrolet	ODO					
16-passenger 3 w/c	***					
Mileage for the month						
					$0.00	
			09 - 2019	AC inop bad AC clutch. R&R AC System	$537.36	
			07 - 2019	R&R Steer tires 225/75R16	$320.20	
			07 - 2019	Programmed ECM Replaced NOX Sensor #2 Hahns Inv# J046049	$1,278.35	
			05 - 2019	Drive tires 225/75/16	$640.40	
			04 - 2019	R&R steering box 2 nuts and fluid	$468.26	
			04 - 2019	Replaced windshield glass doc invoice # 101596	$374.70	
			03 - 2019	R&R Reductant Heater	$203.60	
			01 - 2019	R&R Transmission 4 qrts of ATF	$2,783.99	
			01 - 2019	Hahns invoice # jo45076 Programed ECM for Transmission	$267.00	
			01 - 2019	Air filter, belt, idler pulleys and tensioner	$262.25	
			01 - 2019	R&R Starter	$214.16	
			01 - 2019	Recharged AC System	$262.25	
			12 - 2018	Replaced uppper rear top end cap Stymeist Invoice # 10240	$1,511.17	
			12 - 2018	Out of Service Transmission bad, Hahns Diagnostic Inv # J044996	$261.81	
			11 - 2018	DIF, Inspection chevy Maita invoice # 6010177	$540.00	
			09 - 2018	Replaced lower ball joint and Alignment Invoice # 87406 Hewitt	$283.90	
			08 - 2018	Cooling system repairs by Maita Invoice # 595884	$880.00	
			04 - 2018	4 DRIVE TIRES	$951.00	
			02 - 2018	AIR FILTER HOUSING	$302.22	
			12 - 2017	REAR DIFERENTIAL REBUILT PERFORMANCE 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 '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	
			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 brake 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	$24,009.03

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 4/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of APRIL 2020 Jobs Exceeding $150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of APRIL	July 2015 to-date CUMULATIVE COST
*Bus #405 (gas)	229,030	3.00	04 - 2020	PM A R&R Air filter	$14.50	
09 Ford	ODO	0.10	04 - 2020	Fire extinguisher maint.	$15.00	
16-passenger 2 w/c	***					
Mileage for the Month	874					
					$29.50	
			10 - 2019	Steer Tires 225/75/16	$517.69	
			10 - 2019	R&R Starter	$322.96	
			09 - 2019	Replaced Main and AUX Batterys	$222.72	
			09 - 2019	R&R Tie Rod inner and outer drag link and sway bar	$285.12	
			09 - 2019	Front end Alignment, Left lower ball joint front end work inv #89566	$873.84	
			07 - 2019	4 Drive Tires 225/75/16	$640.40	
			07 - 2019	R&R Drivers seat	$1,068.39	
			01 - 2019	Air filter housing	$169.20	
			01 - 2019	Front rotors, sway bar bushings shocks, breaks, fog light swtich	$504.67	
			01 - 2019	Rear shocks, rear sway bar bushings,adjusted telma brake switch	$158.42	
			10 - 2018	Replaced front AC compressor. Test drove 20 miles	$375.09	
			09 - 2018	2 HT siped. 4 Back country AT tires	$1,386.58	
			08 - 2018	Hahns, engine replaced Invoice # J044327	$7,869.18	
			07 - 2018	engine running rough and using coolant.repairs by hahns INV JO44186	$1,547.02	
			02 - 2018	Hahns enigne repair blown spark plug invoice# JO43231 replaced box wires etc	$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 repairs, 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	
			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	$28,981.18

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 4/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of APRIL 2020 Jobs Exceeding $150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of APRIL	July 2015 to-date CUMULATIVE COST
Bus #503 (diesel)	133,400 ODO	0.10	04 - 2020	Fire extinguisher maint.	$15.00	
2014 Chevy Glaval						
	***					
Mileage for the Month	0					
					$15.00	
			03 - 2020	Replaced Left and right Ballads	$203.43	
			01 - 2020	24" and 22" Wiper blades	$540.00	
			11 - 2019	R&R Brake Hydro booster test drove cleared codes	$362.87	
			06 - 2019	Replaced belt tensioner	$170.38	
			11 - 2018	Invoice # 22330 davis truck painting top right corner cap repair	$2,255.42	
			08 - 2018	225/70/22.5 Invice # 66200229266	$870.35	
			07 - 2018	Horn inop. Removed steering column replaced upper steering shaft	$751.08	
			06 - 2018	Rear AC compressor	$379.20	
			12 - 2017	STEER TIRES 255/70/R22.5	$857.75	
			10 - 2017	Found Turbo Actuator inop. Replaced part. Invoice # R008102695:01 Travel time.	$2,182.38	
			07 - 2017	Front a/c compressor	$184.53	
			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	$13,848.91

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 4/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of APRIL 2020 Jobs Exceeding $150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of APRIL	July 2015 to-date CUMULATIVE COST
Bus #504 (diesel)	136,437	2.00	04 - 2020	PM A	$0.00	
2014 Chevy Glaval	ODO	6.00	04 - 2020	Diagnosed problem R&R Turbo speed sensor.	$309.66	
	***	0.10	04 - 2020	Fire extinguisher maint.	$15.00	
Mileage for the Month	100	0.15	04 - 2020	3.0 gal def	$8.67	
					$333.33	
			01 - 2020	Betts invoice C10020312122	$1,327.12	
			11 - 2019	Driver Tires 255/70/R22.5	$2,061.70	
			09 - 2019	Replaced main and AUX Batterys	$241.14	
			08 - 2019	in service Delta freightliner elect melt down to hvac inv #F00895372:01	$647.04	
			08 - 2019	Rear AC compressor bad. Replaced and recharged	$383.00	
			06 - 2019	Replaced rear suspension right and left air ride Ballards	$203.43	
			04 - 2019	R&R brake hydro booster power steering filter and gasket	$409.96	
			02 - 2019	Rear tires recap 255/70/22.5	$726.92	
			12 - 2018	Steer tires 255/70r/22.5	$934.35	
			12 - 2018	Battery Tray	$580.00	
			10 - 2018	Master brake cylinder brake Fluid.	$520.04	
			10 - 2018	Brake warning light on, sent to Delta truck. Invoice # R008111775:1	$601.23	
			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	s 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	$17,973.06

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 4/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of APRIL 2020 Jobs Exceeding $150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of APRIL	July 2015 to-date CUMULATIVE COST
Bus #505 (diesel)	46,416	3.00	04 - 2020	PM A	$0.00	
2017 Freightliner	ODO	0.50	04 - 2020	fuel filter.	$37.87	
	***	0.10	04 - 2020	Fire extinguisher maint.	$15.00	
Mileage for the Month	769	0.15	04 - 2020	1.8 gal def	$5.20	
					$58.07	
			05 - 2019	R&R DEF header / sending unit assy. Refilled with DEF	$741.22	
			06 - 2018	Windshield tinted Freightliner invoice, F008899513:13	$195.67	
			06 - 2018	windshield installation	$150.00	
						$1,144.96

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 4/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of APRIL 2020 Jobs Exceeding $150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of APRIL	July 2015 to-date CUMULATIVE COST
Bus #506 (diesel)	39,682	3.50	04 - 2020	PM B	$64.68	
2017 FREIGHTLINER	ODO	3.00	04 - 2020	R&R front brake rotors, Wheel seals, Hub gaskets and fluid test d.	$530.74	
	***	0.10	04 - 2020	Fire extingusiher maint.	$15.00	
Mileage for The Month	284	0.15	04 - 2020	2.3 gal def	$6.65	
					$617.07	
			03 - 2020	Replaced electrical flex module assy.	$384.16	
			12 - 2020	Steer Tires 240/70 R 19.5	$642.56	
			12 - 2020	Front and rear Brake pads	$183.18	
			10 - 2019	4 Drive tires	$567.20	
			07 - 2019	R&R Right mirror with the new one	$389.40	
			07 - 2019	DEF Header and O Ring	$760.22	
			06 - 2019	Steer tires 245/70R/19.5	$884.60	
			03 - 2019	R&R Drive tires 225/70/19.5	$567.20	
			12 - 2018	PM-B	$732.80	
			02 - 2019	A-Z Bus. Coolant leaks repair Invoice # 02S308741	$412.83	
						$6,141.22

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 4/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of APRIL 2020 Jobs Exceeding $150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of APRIL	July 2015 to-date CUMULATIVE COST
Bus #507 (diesel)	46,644	3.00	04 - 2020	PM A	$0.00	
2017 FREIGHTLINER	ODO	0.10	04 - 2020	Fire extingisher maint.	$15.00	
	***	0.02	04 - 2020	4 gal def	$11.56	
Mileage for the Month	854					
					$26.56	
			08 - 2019	240/70/19.5 Recap Tires	$567.20	
			07 - 2019	Front and rear brake pads	$199.19	
			06 - 2019	Replaced DEF Header and sending unit and O Ring	$825.22	
			01 - 2019	2 new steer tires, Siped 245/70/19.5	$884.30	
			11 - 2018	19.5 Rear Driver tires	$722.64	
			11 - 2018	Replaced two batterys	$300.50	
						$3,525.61

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 4/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of APRIL 2020 Jobs Exceeding $150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of APRIL	July 2015 to-date CUMULATIVE COST
Bus #508 (diesel)	45,093	1.00	04 - 2020	4 Drive tire recap	$567.20	
2017 FREIGHTLINER	ODO	3.00	04 - 2020	PM B	$64.68	
	***	0.10	04 - 2020	Fire extinguisher maint.	$15.00	
Mileage for the Month	606	0.15	04 - 2020	2.6 gal def	$7.50	
					$654.38	
			02 - 2020	Battery Tray	$427.13	
			09 - 2019	Towed to Delta freightliner Daves towing Invoice # 75424	$465.00	
			09 - 2019	Towed to Delta freightliner, Emissions Daves TOW Invoice # 75424	$465.00	
			08 - 2019	right rear AC Inop replaced Compressor and dryer and charged	$575.22	
			05 - 2019	R&R header / sending unit assy refilled DEF	$741.22	
			10 - 2018	Drive tires 19.5 Recaps	$722.64	
						$4,050.59

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 4/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of APRIL 2020 Jobs Exceeding $150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of APRIL	July 2015 to-date CUMULATIVE COST
Bus #602 (diesel)	289,095	2.00	04 - 2020	PM A	$0.00	
09 GMC	ODO	0.10	04 - 2020	Fire extinguisher maint.	$15.00	
36-passenger 2 w/c	***					
Mileage for the Month	0					
					$15.00	
			03 - 2020	Replaced both batteries with new	$304.88	
			06 - 2019	R&R Master Brake cylinder	$343.85	
			12 - 2018	Rear AC compressor	$280.00	
			10 - 2018	Replaced Main belt, idler pulley AC belt and air filter	$150.72	
			08 - 2018	1 DOT red, 1 DOT amber. W/C lift Struts. P/S Filter. 1 QT of ATF VI	$181.82	
			05 - 2018	BRAKE BOOSTER PUMP AND O RINGS	$291.45	
			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, 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	$22,520.86

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 4/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of APRIL 2020 Jobs Exceeding $150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of APRIL	July 2015 to-date CUMULATIVE COST
*Bus #701 (diesel) 2016 Freightliner - Glaval	143,709 ODO	2.50	04 - 2020	PM B	$64.68	
		0.10	04 - 2020	Fire extinguisher maint.	$15.00	
33-passenger 2 w/c Mileage for the Month	*** 0					
					$79.68	
			04 - 2019	Replaced steer tires 255/70/22.5 from stock	$934.22	
			11 - 2018	Front brake rotors, seals, fluid test drove, washed	$508.32	
			04 - 2018	DRIVE TIRES 255/70R22.5 RECAPS	$726.84	
			04 - 2018	255/70R/22.5 STEER TIRES	$912.75	
			02 - 2018	DELTA TRUCK CENTER TRANSMISSION CODE INVOICE # R008105058:01	$285.92	
			07 - 2018	PM-B	$154.61	
						$3,602.34

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 4/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of APRIL 2020 Jobs Exceeding $150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of APRIL	July 2015 to-date CUMULATIVE COST
TOTALS	11,531	29			$ 3,663	$ 237,240

Vehicles no longer in Service - Auction

Bus #501 (gas) 06 Chevrolet 28-passenger 2 w/c	221,653 ODO ***	To be re-auctioned

PERFORMANCE SUMMARY
APRIL 2020

AMADOR TRANSIT
FY 2019/20

	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	YEAR TO-DATE	Last FY 18/19 to Date
RIDERSHIP-FIXED ROUTE/DAR												
FIXED ROUTE & DAR PASSENGERS	5,353	5,188	4,657	4,784	4,174	5,243	4,700	4,250	3,089	952	42,390	50,138
SENIORS	539	535	496	467	433	543	425	410	377	196	4,421	6,012
DISABLED	2,592	2,772	2,592	2,514	2,238	2,199	2,538	2,327	1,495	256	21,523	25,756
WHEELCHAIR	386	416	356	354	339	317	391	357	233	66	3,215	3,737
%SENIORS / DISABLED	66%	72%	74%	70%	72%	58%	71%	73%	68%	54%	69%	71%
YOUTH	363	206	97	128	50	114	135	130	52	17	1,292	1,791
%YOUTH	7%	4%	2%	3%	1%	2%	3%	3%	2%	2%	3%	4%
BIKES	114	112	81	92	61	31	34	26	23	1	575	496
OPERATIONS												
TOTAL SERVICE DAYS	22	22	20	22	18	20	21	19	22	22	208	208
VEHICLE SERVICE HOURS	1,121	1,108	1,052	1,108	898	999	1,049	835	872	577	9,619	10,129
PASSENGER PER HOUR	4.8	4.7	4.4	4.3	4.6	5.2	4.5	5.1	3.5	1.6	4.4	4.9
VEHICLE SERVICE MILES	21,214	20,743	18,736	20,248	20,974	18,687	18,316	15,932	15,998	8,985	179,833	192,714
VEHICLE NON-REVENUE MILES	1,385	1,312	1,242	1,390	1,167	1,296	997	995	907	735	11,426	12,785
PASSENGER PER MILE	0.25	0.25	0.25	0.24	0.20	0.28	0.26	0.27	0.19	0.11	0.24	0.26
COSTS												
MONTHLY EXPENSES ***(Operating Costs)***	242,141	124,263	127,530	121,060	89,070	183,673	93,606	151,784	142,285	$107,907	1,383,319	$1,472,003
COST PER PASSENGER	$45.23	$23.95	$27.38	$25.31	$21.34	$35.03	$19.92	$35.71	$46.06	$113.35	$32.63	$29.36
COST PER MILE	$11.41	$5.99	$6.81	$5.98	$4.25	$9.83	$5.11	$9.53	$8.89	$12.01	$7.69	$7.64
COST PER HOUR	$191.42	$99.25	$107.80	$96.69	$87.67	$162.54	$78.40	$157.06	$139.36	$171.28	$126.80	$128.22
REVENUE												
FIXED ROUTE/DAR FAREBOX REVENUE	8,183	7,459	9,037	7,027	10,924	5,921	9,158	11,125	8,679	$6,893	84,406	$76,284
ADVERTISING SALES	5,566	4,245	5,286	8,352	11,971	3,091	7,241	3,339	878	$2,876	52,845	$55,557
TOTAL FAREBOX RATIO	6.62%	12.17%	13.95%	15.59%	28.28%	6.06%	21.43%	11.19%	8.13%	9.27%	11.76%	11.02%
SACRAMENTO ROUTE												
PASSENGERS	795	750	752	702	502	431	575	580	354	22	5,463	7,370
SENIORS	185	135	148	144	82	48	61	66	53	6	928	1,571
DISABLED	66	63	49	74	49	24	30	56	24	10	445	498
WHEELCHAIR	0	6	3	5	4	3	0	4	0	0	25	25
%SENIORS / DISABLED	32%	27%	27%	32%	27%	17%	16%	22%	22%	73%	26%	28%
YOUTH	50	43	77	97	56	39	35	59	31	0	487	733
%YOUTH	6%	6%	10%	14%	11%	9%	6%	10%	9%	0%	9%	10%
BIKES	2	4	8	14	0					1	29	32
VEHICLE SERVICE HOURS	144	144	131	144	118	131	145	131	149	53	1,290	1,351
PASSENGER PER HOUR	5.5	5.2	5.7	4.9	4.3	3.3	4.0	4.4	2.4	0.4	4.2	5.5
VEHICLE SERVICE MILES	4,048	4,006	3,616	3,988	3,262	3,632	3,812	3,449	4,008	1,896	35,717	37,588
VEHICLE NON-REVENUE MILES	134	134	122	134	116	122	128	122	134	100	1,246	1,256
PASSENGER PER MILE	0.20	0.19	0.21	0.18	0.15	0.12	0.15	0.17	0.09	0.01	0.15	0.20
OPERATING COST (Amador Cty to Sac Cty Line)	3,478	3,826	3,478	3,826	3,131	3,478	3,652	3,304	3,826	$1,913	33,913	$35,824
COST PER PASSENGER	$4.37	$5.10	$4.63	$5.45	$6.24	$8.07	$6.35	$5.70	$10.81	$86.96	$6.21	$4.86
COST PER MILE	$0.86	$0.96	$0.96	$0.96	$0.96	$0.96	$0.96	$0.96	$0.95	$1.01	$0.95	$0.95
COST PER HOUR	$24.15	$26.57	$26.55	$26.57	$26.53	$26.55	$25.19	$25.14	$25.68	$36.10	$26.28	$26.52
FAREBOX REV. (inc.TICKET SALES)	1,523	1,997	1,922	1,800	1,410	1,020	1,330	1,344	1,160	$59	$13,565	$18,433

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05/15/20
Accrual Basis

AMADOR TRANSIT
STATEMENT OF NET POSITION
As of April 30, 2020

			Apr 30, 20
ASSETS			
Current Assets			
Checking/Savings			
11100 · 8786 WF Checking - Operating			23,236.89
11200 · 8794 Wells Fargo Savings Res			
11210 · Fleet Reserve		510,298.86	
11220 · Building Reserve		87,841.30	
11230 · Equipment Reserve		93,070.05	
11250 · Operating Cash Reserves		166,974.02	
Total 11200 · 8794 Wells Fargo Savings Res			858,184.23
11300 · 8802 Wells Fargo Savings-Grants			
10200s · PTMISEA			
10260s · MOA Facility Upgrades	38,937.27		
Total 10200s · PTMISEA		38,937.27	
10700 · SGR Funds		40,520.63	
11300 · 8802 Wells Fargo Savings-Grants - Other		37,405.25	
Total 11300 · 8802 Wells Fargo Savings-Grants			116,863.15
11400 · Petty Cash			350.68
Total Checking/Savings			998,634.95
Accounts Receivable			
11505 · UMPQUA Checking AR			12,000.00
12000 · ACCOUNTS RECEIVABLE			2,388.25
12005 · Sac Contract Receivable			15,151.10
12007 · STA Receivable			100,648.00
12015 · State of GR Receivable			24,869.70
12020 · LCTOP from ACTC			85,801.00
12025 · Logisticare Receivable			334.64
Total Accounts Receivable			241,192.69
Other Current Assets			25,384.17
Total Current Assets			1,265,211.81
Fixed Assets			
15100 · LAND			254,026.00
15200 · BUILDING			2,310,105.43
15300 · EQUIPMENT			
15500 · COMPUTERS AND SOFTWARE		36,033.82	
15300 · EQUIPMENT - Other		260,153.33	
Total 15300 · EQUIPMENT			296,187.15
15350 · Bus Equipment			23,986.01
15400 · VEHICLES			2,417,515.59
16000 · ACCUMULATED DEPRECIATION			(2,648,656.00)

AMADOR TRANSIT
STATEMENT OF NET POSITION
As of April 30, 2020

	Apr 30, 20
Total Fixed Assets	2,653,164.18
Other Assets	
19000 · Deferred Outflow Pension	318,551.00
Total Other Assets	318,551.00
TOTAL ASSETS	**4,236,926.99**

AMADOR TRANSIT
STATEMENT OF NET POSITION
As of April 30, 2020

	Apr 30, 20
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · ACCOUNTS PAYABLE	23,811.86
Total Accounts Payable	23,811.86
Other Current Liabilities	925,517.82
Total Current Liabilities	949,329.68
Long Term Liabilities	
22400 · Pension Liabiity	1,054,073.00
26100 · Deferred Inflow Pension	72,860.00
Total Long Term Liabilities	1,126,933.00
Total Liabilities	2,076,262.68
Equity	
31300 · INVESTED IN CAPITAL ASSETS	2,653,164.18
32000 · UNRESTRICTED NET ASSETS	(167,146.39)
32001 · *Unrestricted Net Assets	(187,565.37)
32005 · Amador Rides Fund Balance	6,425.00
Net Income	(144,213.11)
Total Equity	2,160,664.31
TOTAL LIABILITIES & EQUITY	**4,236,926.99**

AMADOR TRANSIT
Annual Budget vs. Actual
APRIL 2020= 83% of year

	Jul '19 - Apr 20	Budget	$ Over Budget	% of Budget
Expense				
50010 · LABOR				
50100 · SALARIES & WAGES - Fixed Route	249,805.50	275,273.00	-25,467.50	90.7%
50200 · SALARIES & WAGES - DAR	59,475.97	75,948.00	-16,472.03	78.3%
50300 · MAINT.& FACILITIES WAGES	153,626.76	166,863.00	-13,236.24	92.1%
50400 · ADMINISTRATIVE WAGES	175,105.00	205,851.00	-30,746.00	85.1%
50500 · OTHER SALARIES & WAGES	98,739.34	104,244.00	-5,504.66	94.7%
Total 50010 · LABOR	736,752.57	828,179.00	-91,426.43	89.0%
51000 · BENEFITS				
51100 · FICA	10,059.92	12,300.00	-2,240.08	81.8%
51150 · PENSION PLAN (CalPERS)	135,293.36	142,000.00	-6,706.64	95.3%
51200 · MEDICAL PLAN	48,944.58	62,250.00	-13,305.42	78.6%
51260 · DENTAL PLAN	4,235.13	5,603.00	-1,367.87	75.6%
51300 · VISION PLAN	905.72	1,200.00	-294.28	75.5%
51350 · WORKERS COMP INS	60,720.00	68,000.00	-7,280.00	89.3%
51420 · DISABILITY INSURANCE	6,398.54	7,500.00	-1,101.46	85.3%
51450 · UNEMPLOYMENT INSURANCE	4,723.95	9,500.00	-4,776.05	49.7%
51600 · UNIFORMS/WORK CLOTHES ALLOW	1,299.56	5,600.00	-4,300.44	23.2%
51650 · OTHER BENEFITS	1,720.00	3,000.00	-1,280.00	57.3%
Total 51000 · BENEFITS	274,300.76	316,953.00	-42,652.24	86.5%
52000 · SERVICES & USER FEES				
52100 · VEHICLE TECH SERV-OUTSOURCE	12,554.89	35,000.00	-22,445.11	35.9%
52150 · PROPERTY MAINTENANCE SERVICES	9,640.48	8,700.00	940.48	110.8%
52170 · CONTRACT IT SERVICES	86.90	1,050.00	-963.10	8.3%
52250 · LEGAL COUNSEL	709.50	1,000.00	-290.50	71.0%
52300 · ADVERTISING & MARKETING	10,600.89	12,000.00	-1,399.11	88.3%
52350 · LEGAL NOTICES	140.01	300.00	-159.99	46.7%
52400 · SOFTWARE MAINTENANCE FEES	12,820.00	9,000.00	3,820.00	142.4%
52420 · DRUG & ALCOHOL SERVICES	3,816.50	2,250.00	1,566.50	169.6%
52500 · FACILITY SECURITY SYSTEM	4,739.44	4,250.00	489.44	111.5%
52550 · GSA COST ALLOC-(POSTAGE/PRINT)	579.77	826.00	-246.23	70.2%
52600 · PROFESSIONAL & TECH SERVICES	8,256.89	8,300.00	-43.11	99.5%
52610 · Fees Bank, Merchant, Service	906.10	1,000.00	-93.90	90.6%
Total 52000 · SERVICES & USER FEES	64,851.37	83,676.00	-18,824.63	77.5%
53000 · MATERIALS & SUPPLIES CONSUMED				
53100 · FUEL	103,805.02	145,000.00	-41,194.98	71.6%
53150 · TIRES	12,851.18	22,000.00	-9,148.82	58.4%
53200 · LUBRICATION	1,380.99	5,000.00	-3,619.01	27.6%
53250 · TOOLS	867.05	900.00	-32.95	96.3%
53300 · VEHICLE MAINT-REPAIR PARTS	28,232.68	36,000.00	-7,767.32	78.4%
53350 · SHOP SUPPLIES (Consumables)	2,690.01	3,850.00	-1,159.99	69.9%

AMADOR TRANSIT
Annual Budget vs. Actual
APRIL 2020= 83% of year

	Jul '19 - Apr 20	Budget	$ Over Budget	% of Budget
53400 · VEHICLE ACCESSORIES	951.98	800.00	151.98	119.0%
53425 · TOWING	2,951.25	4,000.00	-1,048.75	73.8%
53450 · FACILITIES MAINT/REPAIR PARTS	5,461.82	5,750.00	-288.18	95.0%
53500 · TRANSIT CENTER SUPPLIES	760.14	950.00	-189.86	80.0%
53550 · OFFICE SUPPLIES	4,495.49	6,000.00	-1,504.51	74.9%
53650 · PRINTING (Schedules, Brochures)	5,694.60	8,500.00	-2,805.40	67.0%
53670 · COMPUTER PROGRAM & SUPPLIES	521.75	1,800.00	-1,278.25	29.0%
53700 · SAFETY & EMERGENCY SUPPLIES	1,003.82	600.00	403.82	167.3%
53750 · OTHER MATERIALS & SUPPLIES	576.36	750.00	-173.64	76.8%
Total 53000 · MATERIALS & SUPPLIES CONSUMED	172,244.14	241,900.00	-69,655.86	71.2%
54000 · UTILITIES				
54100 · AT WATER/SEWER/GARBAGE	4,027.29	5,000.00	-972.71	80.5%
54200 · AT -PGE/NATURAL GAS	1,468.58	4,250.00	-2,781.42	34.6%
54300 · TRANSIT CTR/WATER/SEWER/GARB	2,525.43	2,400.00	125.43	105.2%
54400 · TRANSIT CENTER-PGE	4,018.52	6,200.00	-2,181.48	64.8%
54450 · TRANSIT CENTER-INTERNET	1,574.52	2,300.00	-725.48	68.5%
54500 · OFFICE PHONES/FAX/INTERNET	4,640.51	5,350.00	-709.49	86.7%
54550 · CELLULAR SERVICE	4,536.65	5,300.00	-763.35	85.6%
54700 · Wi-Fi (Sacramento Bus)	465.72	850.00	-384.28	54.8%
Total 54000 · UTILITIES	23,257.22	31,650.00	-8,392.78	73.5%
56000 · CASUALTY & LIABILITY COSTS				
56100 · LIABILITY & PROPERTY DAMAGE INS	128,433.24	157,000.00	-28,566.76	81.8%
Total 56000 · CASUALTY & LIABILITY COSTS	128,433.24	157,000.00	-28,566.76	81.8%
58000 · MISCELLANEOUS (NEW)				
58050 · DUES & SUBSCRIPTIONS	1,401.14	1,750.00	-348.86	80.1%
58200 · TRAVEL & MEETINGS	972.01	2,500.00	-1,527.99	38.9%
58300 · SAFETY PROGRAM	509.81	500.00	9.81	102.0%
58400 · TRAINING-Seminars & Materials	726.00	1,750.00	-1,024.00	41.5%
58450 · CDL/ DOT MED/BkGrnd Checks	1,157.50	1,800.00	-642.50	64.3%
58500 · Penalties/Late Fees	101.64	200.00	-98.36	50.8%
58600 · Other Miscellaneous	266.97	600.00	-333.03	44.5%
Total 58000 · MISCELLANEOUS (NEW)	5,135.07	9,100.00	-3,964.93	56.4%
59000 · LEASES / RENTALS				
59100 · Leases & Rentals	9,872.13	12,000.00	-2,127.87	82.3%
Total 59000 · LEASES / RENTALS	9,872.13	12,000.00	-2,127.87	82.3%
Total Expense	1,414,846.50	1,680,458.00	-265,611.50	84.2%
Net Ordinary Income	-85,927.43	61,176.00	-147,103.43	-140.5%
Other Income/Expense				

AMADOR TRANSIT
Annual Budget vs. Actual
APRIL 2020= 83% of year

	Jul '19 - Apr 20	Budget	$ Over Budget	% of Budget
Other Expense				
60000 · CAPITAL DEPRECIATION OUTLAY				
60125 · Cap.Reserve-Equip.Depreciation	43,961.20			
60150 · Cap.Reserve-Buildg.Depreciation	16,195.70			
60175 · Cap.Reserve-Fleet Depreciation	1,190.11			
Total 60000 · CAPITAL DEPRECIATION OUTLAY	61,347.01			
60700 · State of Good Repair Expenses	5,505.72			
Total Other Expense	66,852.73			
Net Other Income	-66,852.73			
Net Income	-152,780.16	61,176.00	-213,956.16	-249.7%

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05/15/20
Accrual Basis

AMADOR TRANSIT
Annual Budget vs. Actual
APRIL 2020= 83% of year

	Jul '19 - Apr 20	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
41000 · OPERATING REVENUE				
41100 · FIXED ROUTE REVENUE	59,306.87	94,000.00	-34,693.13	63.1%
41200 · DIAL-A-RIDE REVENUE	23,305.09	30,000.00	-6,694.91	77.7%
41250 · LOGISTICARE REVENUE	13,512.83	10,000.00	3,512.83	135.1%
41300 · SACRAMENTO SERV.CONTRACT	73,482.65	85,000.00	-11,517.35	86.5%
Total 41000 · OPERATING REVENUE	169,607.44	219,000.00	-49,392.56	77.4%
42000 · NON-OPERATING REVENUES				
41350 · LCTOP Operating Funds	85,801.00	83,582.00	2,219.00	102.7%
42100 · LOCAL TRANSP FUND(LTF)	618,274.22	837,900.00	-219,625.78	73.8%
42250 · SGR Funds	60,493.20	61,176.00	-682.80	98.9%
42300 · 5311 Operating Assistance	0.00	218,210.00	-218,210.00	0.0%
42400 · 5310 Expanded Mobility	0.00	113,213.00	-113,213.00	0.0%
42500 · ADVERTISING CONTRACT	52,354.75	70,000.00	-17,645.25	74.8%
42700 · STA - (for Operating Shortfall)	138,553.00	138,553.00	0.00	100.0%
44000 · REFUNDS & REIMBURSEMENTS	102,956.27			
44100 · Interest	231.19			
Total 42000 · NON-OPERATING REVENUES	1,058,663.63	1,522,634.00	-463,970.37	69.5%
46500 · State Transit Income Prior FY	100,648.00			
Total Income	1,328,919.07	1,741,634.00	-412,714.93	76.3%
Gross Profit	1,328,919.07	1,741,634.00	-412,714.93	76.3%

amador transit

Amador Transit Customer Contact Record

Customer Info.		
Sex	Name	Cindy Scarpelli
M	Street	
F	City	Zip
	Telephone	
	Email	
	Recorder's Initials	MW
Incident Data	Location	
	Date	
	Time	
	Coach Dennis	Run DAR
	Driver:	

Customer's Remarks: Cindy called to say she was very pleased with Dennis and how helpful he was today. She had forgotten her purse at walmart and Dennis drove her back, so she could get it. She was pleased and happy with her service today.

Operator's Reply:

Date Received: 5-1-20		Date 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	
☐ Poor Appearance		
☐ Wrong Information		

amador transit

Serving Amador County Since 1977

SUBJECT: **Overview ridership stats during COVID-19**

TO: **Amador Transit Board of Directors**
FROM: **Patricia M. Amarant, General Manager**
DATE: **June 4, 2020**

During this pandemic, Amador Transit has continued to provide bus service to the residents of Amador County for essential needs. The Stay at Home order required staff to revise normal bus schedules and hours, suspending Ione, Plymouth, and daily Sacramento routes. A revised Micro Transit schedule was implemented late March reducing Upcountry routes by one, Jackson/Sutter Creek shuttles by five and significantly decreasing DAR service hours.

Staff has provided copies of monthly stats and daily ridership counts, starting with the month of January as a basis for comparison. The following is a brief re-cap:

January=21 Service Days
Ridership = 5,275
Cash Fares = $2,913
Rev. Miles = 23,181
Service Hours = 1,194

February=19 Service Days
Ridership = 4,830
Cash Fares = $2,796
Rev. Miles = 20,604
Service Hours = 966

March=22 Service Days
Ridership = 3,443
Cash Fares = $2,106
Rev. Miles = 21,068
Service Hours = 1,021

April=22 Service Days
Ridership = 974
Cash Fares = $722
Rev. Miles = 11,383
Service Hours = 630

AT will continue to operate in a Micro Transit mode until restrictions are lifted or service demands increase.

AMADOR TRANSIT SERVICE SUMMARY	MONTHLY

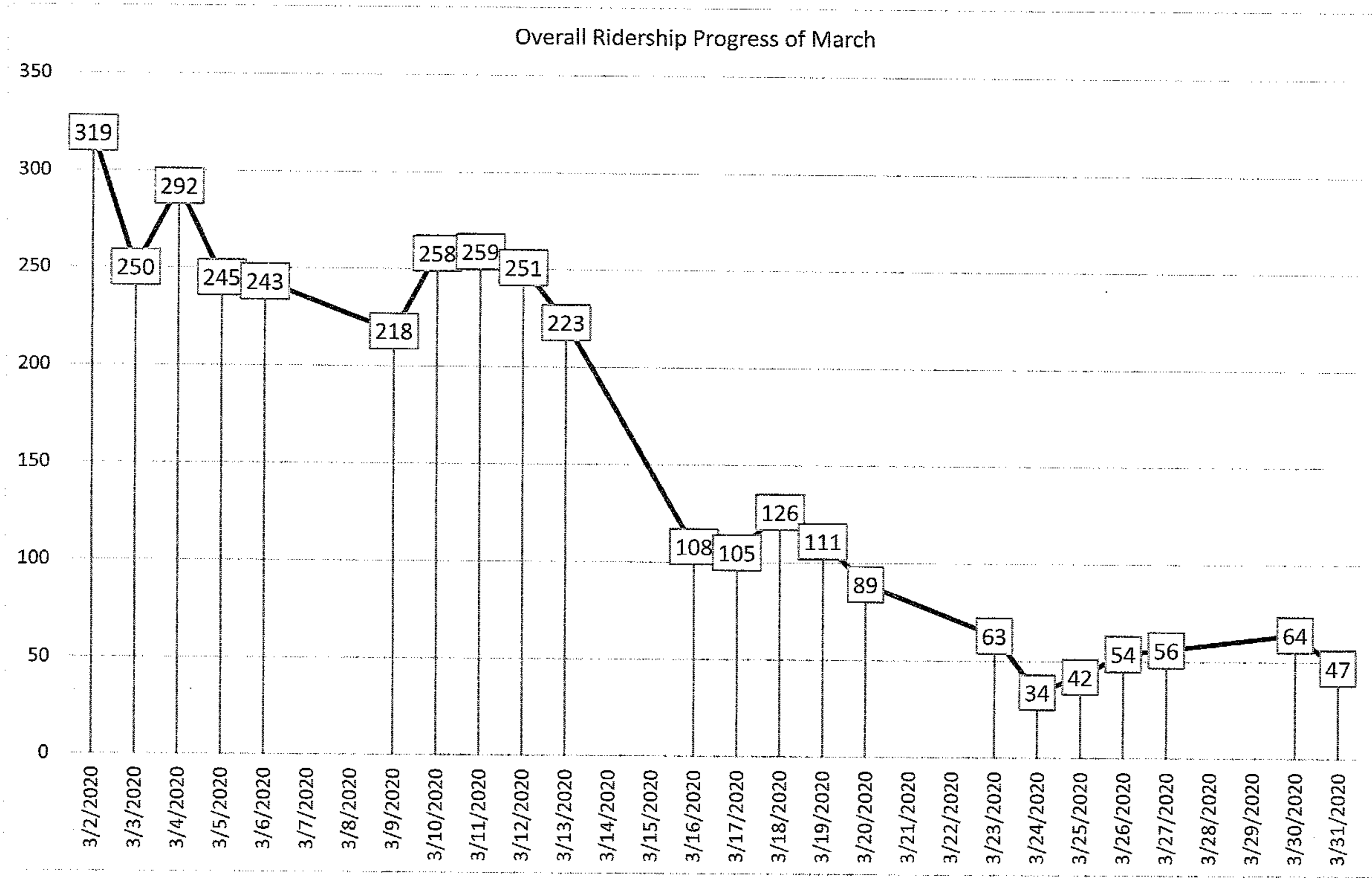
JANUARY 2020

FY 19/20	Service Days
	21
Sacramento	575
Upcountry	481
Plymouth	506
A - Shuttles 5-1 - 5-7	926
B - Shuttles 6-1 - 6-7	816
Ione	451
Dial-A-Ride	1,487
Logisticare	33
Special Events	-
TOTAL PASSENGERS	5,275
AV. DAILY	251
ADULT	1,532
SENIOR	486
PERSONS W/DISABILITIES	2,535
YOUTH	170
Non-Revenue-PCA	321
Non-Revenue - Child	66
Non-Revenue - Family Pass	119
Wheelchair	391
Bicycles	36
FARES PAID BY MONTH/DAY PASS	
Monthly Pass	1,057
$6 Day Passes Trips	89
$6 Day Passes Sold	16
Cash Fares	$2,913.88
FARES PAID BY PRE-PAID TICKETS	
Pre-Paid Tix .50¢	
Pre-Paid Tix $1.00	1,231
Pre-Paid Tix $1.25	-
Pre-Paid Tix $1.50	-
Pre-Paid Tix $2.00	98
Pre-Paid Tix $2.50	-
Pre-Paid Tix $3.00	85
Pre-Paid Tix $4.00	-
Pre-Paid Tix $7.00	-
Mileage	
Revenue miles	23,181
Non-Revenue miles	1,486

AMADOR TRANSIT SERVICE SUMMARY	MONTHLY

FEBRUARY 2020

FY 19/20	Service Days
	19
Sacramento	580
Upcountry	464
Plymouth	482
A - Shuttles 5-1 - 5-5	825
B - Shuttles 6-1 - 6-6	775
Ione	373
Dial-A-Ride	1,294
Logisticare	37
Special Events	-
TOTAL PASSENGERS	4,830
AV. DAILY	254
ADULT	1,358
SENIOR	476
PERSONS W/DISABILITIES	2,383
YOUTH	189
Non-Revenue-PCA	283
Non-Revenue - Child	24
Non-Revenue - Family Pass	117
Wheelchair	361
Bicycles	33
FARES PAID BY MONTH/DAY PASS	
Monthly Pass	986
$6 Day Passes Trips	76
$6 Day Passes Sold	16
Cash Fares	$2,796.03
FARES PAID BY PRE-PAID TICKETS	
Pre-Paid Tix .50¢	
Pre-Paid Tix $1.00	1,045
Pre-Paid Tix $1.25	-
Pre-Paid Tix $1.50	-
Pre-Paid Tix $2.00	82
Pre-Paid Tix $2.50	-
Pre-Paid Tix $3.00	94
Pre-Paid Tix $4.00	-
Pre-Paid Tix $7.00	-
Mileage	
Revenue miles	20,604
Non-Revenue miles	1,565



Overall Ridership Progress of March
350
300
250
200
150
100
50
0
319
250
292
245
243
218
258
259
251
223
108
105
126
111
89
63
34
42
54
56
64
47
3/2/2020
3/3/2020
3/4/2020
3/5/2020
3/6/2020
3/7/2020
3/8/2020
3/9/2020
3/10/2020
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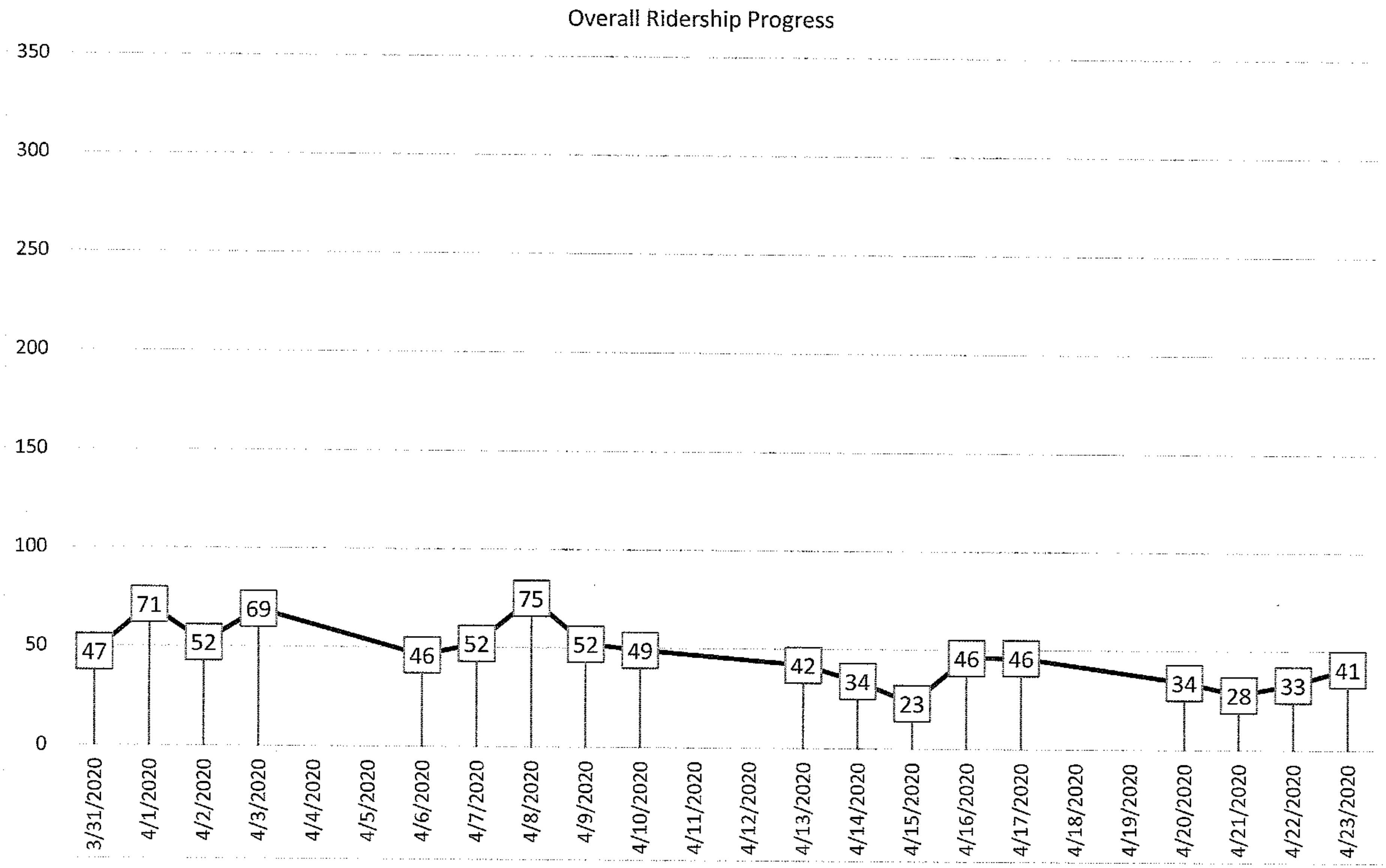
3/14/2020
3/15/2020
3/16/2020
3/17/2020
3/18/2020
3/19/2020
3/20/2020
3/21/2020
3/22/2020
3/23/2020
3/24/2020
3/25/2020
3/26/2020
3/27/2020
3/28/2020
3/29/2020
3/30/2020
3/31/2020

AMADOR TRANSIT **MONTHLY**
SERVICE SUMMARY

APRIL 2020

FY 19/20	Service Days	
		22
Sacramento	22	
Upcountry	233	
Plymouth	-	
A - Shuttles 5-1 - 5-5	270	
B - Shuttles 6-1 - 6-6	306	
Ione	4	
Dial-A-Ride	122	
Logisticare	17	
Special Events	-	
TOTAL PASSENGERS	974	
AV. DAILY	44	
ADULT	365	
SENIOR	202	
PERSONS W/DISABILITIES	249	
YOUTH	17	
Non-Revenue-PCA	50	
Non-Revenue - Child	25	
Non-Revenue - Family Pass	49	
Wheelchair	66	
Bicycles	1	
FARES PAID BY MONTH/DAY PASS		
Monthly Pass	119	
$6 Day Passes Trips	26	
$6 Day Passes Sold	7	
Cash Fares	$722.13	
FARES PAID BY PRE-PAID TICKETS		
Pre-Paid Tix .50¢		
Pre-Paid Tix $1.00	167	
Pre-Paid Tix $1.25	-	
Pre-Paid Tix $1.50	-	
Pre-Paid Tix $2.00	23	
Pre-Paid Tix $2.50	-	
Pre-Paid Tix $3.00	1	
Pre-Paid Tix $4.00	-	
Pre-Paid Tix $7.00	-	
Mileage		
Revenue miles	11,383	
Non-Revenue miles	863	


Overall Ridership Progress
350
300
250
200
150
100
50
0
47
71
52
69
46
52
75
52
49
42
34
23
46
46
34
28
33
41
3/31/2020
4/1/2020
4/2/2020
4/3/2020
4/4/2020
4/5/2020
4/6/2020
4/7/2020
4/8/2020
4/9/2020
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4/11/2020
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4/18/2020
4/19/2020
4/20/2020
4/21/2020
4/22/2020
4/23/2020

amador transit

Serving Amador County Since 1977

SUBJECT: **Amador Transit Operations Supervisor Retirement**

TO: **Amador Transit Board of Directors**
FROM: **Patricia M. Amarant, General Manager**
DATE: **June 4, 2020**

AT's Operations Supervisor, Sharon Nickerson has decided to retire and has resigned her position with Amador Transit, effective June 1, 2020. She and her husband hope to be traveling soon and will enjoy their time together without a work agenda.

Amador Transit is accepting applications for this position, the job description and announcement is posted on our website, social media websites, newspaper and will remain open until filled.

We wish her a happy retirement!

amador transit

Serving Amador County Since 1977

SUBJECT: **FY 2020/21 Final Operating Budget**

TO: **Amador Transit Board of Directors**
FROM: **Patricia Maggie Amarant, General Manager**
DATE: **June 4, 2020**

RECOMMENDATION: ***Approve FY 2020/21 Final Operating Budget***

At the May 2020 board meeting, staff presented Amador Transit's 2020/21 Preliminary Operating and Income Budget with budget trends included from FY17/18, FY18/19, current FY19/20, and proposed FY20/21 budget for review.

The board approved the Preliminary Budget with recommended changes to the LTF claim from $590,073 to $622,073 for Operating Revenue.

FY20/21 STA estimated apportionment of $345,188 to be deposited into Capital Reserves account and divided as follows:

- $235,384 to match Fleet Depreciation schedule
- $70,769 to match Building Depreciation schedule
- $39,035 to match Equipment Depreciation schedule

The current Operating Cash Reserves balance will be disbursed between Operating Revenue and Capital Reserves as follows

- $121,199 to Operating Revenue to help cover FY20/21 budget shortfall
- $111,738 into Fleet reserves
- $33,594 into Building reserves
- $18,350 into Equipment reserves

Staff presents AT's FY20/21 Operating and Income budget for final approval.

AMADOR TRANSIT RESERVES FY20/21

Operating Cash Reserves In Savings Acct.

Projected Operating Cash Reserves (by 4th Qtr. FY 19/20)	$285,061
Proposed Allocation of Cash Reserves to Budget	($121,199)
Cash Reserves Allocation to Capital Dep. Reserves	($163,862)
Operating Cash Reserves Balance	**$0**

FY20/21 STA Allotment Estimate for Capital Replacement Funds **$345,188**

ESTIMATED STA FUND AMT. UNCERTAIN- COULD BE MUCH LOWER

Proposed Capital Reserves Depreciation Budget FY20/21

	Current Capital Reserves Balance as of March 2020	STA Captial Replacement Funds Match Per Depreciation Schedule (Page 17- Audit)	Operating Cash Reserves to Capital Replacement Reserves	Proposed Reserve Balances FY20/21
11210 · Fleet Depreciation Reserve	$510,297	$235,384	$111,738	$857,419
11220 · Bldg. Depreciation Reserve	$87,841	$70,769	$33,594	$192,204
11230 - Equip. Depreciation Reserve	$91,950	$39,035	$18,350	$149,335
Total Capital Reserves Balances	$690,089	**$345,188**	$163,682	$1,198,959

FY20/21 SCO Estimated State of Good Repair Funds **$55,223**

Call for Projects - Sept. 2020

AMADOR TRANSIT PRELIMINARY INCOME PROJECTION FY20/21

Income	FY 17/18			FY 18/19			FY 19/20 July 2019 to Mar. 2020 75%			FY 20/21 PROJECTIONS			COMMENTS
	BUDGET	RECEIVED	% OF BUDGET	BUDGET	RECEIVED	% OF BUDGET	BUDGET	RECEIVED	% OF BUDGET	FY 19-20 Projections	Var. Prior FY Year	% +/-	
41000 · OPERATING REVENUE													
41100 · FIXED ROUTE REVENUE	94,000	85,461	90.92%	94,000	78,111	83.10%	94,000	$ 57,279	60.94%	85,000	(9,000)	-9.57%	
41200 · DIAL-A-RIDE REVENUE	26,000	27,973	107.59%	28,000	30,065	107.38%	30,000	$ 23,184	77.28%	34,000	4,000	13.33%	
41250 - LOGISTICARE REVENUE				2,000	7,278	363.90%	10,000	$ 11,266	112.66%	15,300	5,300	53.00%	
41300 · SACRAMENTO SERV.CONTRACT	85,000	86,709	102.01%	85,000	88,622	104.26%	85,000	$ 73,483	86.45%	85,000	-	0.00%	
Total 41000 · OPERATING REVENUE	$ 205,000	$ 200,143	97.63%	$ 209,000	$ 204,076	56.20%	$ 219,000	$ 165,212	75.44%	$ 219,300	$ 300.00	0%	
42000 · NON-OPERATING REVENUES													
41350 - LCTOP OPERATING ASSISTANCE				51,093	51,093	100.00%	83,582	$ 85,801	102.65%	75,033	(8,549)	-10%	
42100 · LOCAL TRANSP FUND(LTF)	669,000	669,000	100.00%	669,000	669,000	100.00%	837,900	$ 618,274	73.79%	622,073	(215,827)	-26%	EXPECTED LTF FUND AMT. OF $840,840 UNCERTAIN. COULD BE MUCH LOWER
CARES ACT GRANT FUND 5311										209,687	209,687		5311 CARES Act GRANT. OFFSET OF EXPECTED LTF SHORTFALL
42300 · 5311 Operating Assistance	203,469	205,508	101.00%	210,202	210,202	100.00%	218,210	$ -	0.00%	230,595	12,385	6%	
42400 · 5310 Expanded Mobility	142,800	129,072	90.39%	201,142	133,871	66.56%	113,213	$ -	0.00%	143,758	30,545	27%	
42500 · ADVERTISING CONTRACT	45,000	61,368	136.37%	50,000	60,851	121.70%	70,000	$ 52,355	74.79%	72,000	2,000	3%	
42700 · STA (for operating shortfall)	149,378	255,755	171.21%	283,335	378,608	133.63%	138,553	$ 138,553	100.00%	-		-100%	
42675 - Oper. Cash Reserves to Shortfall										121,199	121,199		FROM OPERATING CASH RESERVES TO OFFSET BUDGET SHORTFALL
44000 · REFUNDS & REIMB.(Auction)	0	862		-	931			$ 102,902			-		
44100 · Interest		1,568			315			$ 229			-		
Total 42000 · NON-OPERATING REVENUES	$ 1,209,647	$ 1,323,133	109.38%	$ 1,464,772	$ 1,504,871	102.74%	$ 1,461,458	$ 998,114	68.30%	$ 1,474,345	$ 151,440	0.88%	
Total Income	$1,414,647	$ 1,523,276	107.68%	$ 1,673,772	$ 1,708,947	102.10%	$ 1,680,458	$ 1,163,326	69.23%	$ 1,693,645	$ 151,740		
FY 20/21 SGR-STATE OF GOOD REPAIR FUNDS										$ 55,223			
Capital Depreciation										FY20/21 STA $345,188			
11210 · Fleet Depreciation Reserve										$235,384			
11220 · Bldg. Depreciation Reserve										$70,769			
11230 - Equip. Depreciation Reserve										$39,035			
										$ 2,094,056			

Amador Transit Preliminary Budget FY20/21

	FY 17/18			FY 18/19			FY 19/20 July 2019 to Mar. 2020 75%			FY 20/21 PROJECTIONS			JUSTIFICATION
FIXED EXPENSES	BUDGET	EXPENDED	% OF BUDGET	BUDGET	EXPENDED	% OF BUDGET	BUDGET	EXPENDED	% OF BUDGET	FY 20-21 Projections	Var. Prior FY Year	% +/-	
50010 · LABOR													
50100 · SALARIES & WAGES - Fixed Route	325,000	325,156	100.05%	325,000	323,624	99.58%	275,273	232,033	84%	270,000	(5,273)	-1.92%	
50200 · SALARIES & WAGES - DAR	68,000	72,038	105.94%	68,000	75,648	111.25%	75,948	56,529	74%	78,000	2,052	2.70%	
50300 · MAINT.& FACILITIES WAGES	159,900	165,241	103.34%	164,650	169,339	102.85%	166,863	138,485	83%	181,000	14,137	8.47%	
50400 · ADMINISTRATIVE WAGES	195,000	194,068	99.52%	200,000	201,471	100.74%	205,851	157,595	77%	213,700	7,849	3.81%	
50500 · OTHER SALARIES & WAGES	98,000	110,004	112.25%	102,000	110,062	107.90%	104,244	89,716	86%	109,000	4,756	4.56%	
Total 50010 · LABOR	$ 845,900	$ 866,507	102.44%	$ 859,650	$ 880,144	102.38%	$ 828,179	$ 674,358	81.4%	$ 851,700	23,521	2.76%	Approved wage increase
51000 · BENEFITS													
51100 · FICA	12,500	13,053	104.42%	12,000	12,619	105.16%	12,300	9,120	74%	12,500	200	1.63%	
51150 · PENSION PLAN (CalPERS)	120,000	110,056	91.71%	128,000	134,589	105.15%	142,000	129,913	91%	165,600	23,600	16.62%	Calpers Unfunded Liability =$86,652.(increase of $10,456 from last yr)
51200 · MEDICAL PLAN	59,000	55,638	94.30%	64,000	60,055	93.84%	62,250	44,273	71%	58,000	(4,250)	-6.83%	Dropped by employees eligible for Medicare ins.
51260 · DENTAL PLAN	5,000	4,337	86.74%	4,500	5,049	112.20%	5,603	3,839	69%	4,900	(703)	-12.55%	" "
51300 · VISION PLAN	850	988	116.24%	1,500	1,221	81.40%	1,200	810	68%	1,200	-	0.00%	
51350 · WORKERS COMP INS	79,000	70,381	89.09%	58,000	53,706	92.60%	68,000	55,200	81%	75,000	7,000	10.29%	Increase in rates
51420 · DISABILITY INSURANCE	7,000	7,006	100.09%	7,000	7,485	106.93%	7,500	5,786	77%	7,700	200	2.67%	
51450 · UNEMPLOYMENT INSURANCE	11,500	8,678	75.46%	9,000	7,930	88.11%	9,500	6,738	71%	9,500	-	0.00%	
51600 · UNIFORMS/WORK CLOTHES ALLOW	3,500	4,721	134.89%	4,000	3,259	81.48%	5,600	1,233	22%	4,000	(1,600)	-28.57%	
51650 · OTHER BENEFITS	3,500	1,624	46.40%	2,000	2,985	149.25%	3,000	1,540	51%	2,500	(500)	-16.67%	
Total 51000 · BENEFITS	$ 301,850	$ 276,482	91.60%	$ 290,000	$ 288,898	99.62%	$ 316,953	$ 258,452	81.5%	$ 340,900	$ 23,947	7.02%	
VARIABLE EXPENSES	BUDGET	EXPENDED	% OF BUDGET	BUDGET	EXPENDED	% OF BUDGET	BUDGET	EXPENDED	% OF BUDGET	BUDGET	EXPENDED	% OF BUDGET	
52000 · SERVICES & USER FEES													
52100 · VEHICLE TECH SERV-OUTSOURCE	14,000	28,314	202.24%	25,000	44,874	179.50%	35,000	11,852	34%	25,000	(10,000)	-28.57%	
52150 · PROPERTY MAINTENANCE SERVICES	7,500	11,026	147.01%	8,000	8,978	112.23%	8,700	7,853	90%	11,500	2,800	32.18%	Annual Alpine A/C-Hazmat-Lift Inspec-fee increases.
52170 · CONTRACT IT SERVICES	1,000	869	86.90%	1,000	988	98.80%	1,050	87	8%	1,050	-	0.00%	
52250 · LEGAL COUNSEL	3,500	1,541	44.03%	1,500	910	60.67%	1,000	710	71%	750	(250)	-25.00%	
52300 · ADVERTISING & MARKETING	12,000	21,614	180.12%	11,000	15,404	140.04%	12,000	9,461	79%	10,000	(2,000)	-16.67%	
52350 · LEGAL NOTICES	350	197	56.29%	250	-	0.00%	300	140	47%	250	(50)	-16.67%	
52400 · SOFTWARE MAINTENANCE FEES	3,000	8,648	288.27%	5,000	9,143	182.86%	9,000	12,820	142%	11,520	2,520	28.00%	Google Transit/Dispatch/QBooks annual maint/upgrade fees
52420 · DRUG & ALCOHOL SERVICES	3,100	1,705	55.00%	1,900	2,384	125.47%	2,250	2,842	126%	4,000	1,750	77.78%	New Visions Drug testing rates increase
52500 · FACILITY SECURITY SYSTEM	4,000	4,675	116.88%	4,000	4,526	113.15%	4,250	3,764	89%	4,500	250	5.88%	
52550 · GSA COST ALLOC-(POSTAGE/PRINT)	1,000	744	74.40%	900	722	80.22%	826	553	67%	800	(26)	-3.15%	
52600 · PROFESSIONAL & TECH SERVICES	14,500	15,099	104.13%	10,500	11,834	112.70%	8,300	6,778	82%	8,000	(300)	-3.61%	
52610 · Fees Bank, Merchant, Service	1,200	1,415	117.92%	1,400	1,169	83.50%	1,000	906	91%	900	(100)	-10.00%	
Total 52000 · SERVICES & USER FEES	$ 65,150	$ 95,847	147.12%	$ 70,450	$ 100,932	143.27%	$ 83,676	$ 57,766	69.0%	$ 78,270	$ (5,406)	-6.91%	
53000 · MATERIALS & SUPPLIES CONSUMED													
53100 · FUEL	145,778	119,371	81.89%	139,000	140,993	101.43%	145,000	99,656	69%	150,000	5,000	3.45%	
53150 · TIRES	20,000	17,908	89.54%	20,000	23,138	115.69%	22,000	11,040	50%	24,000	2,000	9.09%	
53200 · LUBRICATION	6,000	5,805	96.75%	6,000	1,807	30.12%	5,000	1,381	28%	3,000	(2,000)	-40.00%	
53250 · TOOLS	1,500	1,337	89.13%	1,200	924	77.00%	900	804	89%	900	-	0.00%	
53300 · VEHICLE MAINT-REPAIR PARTS	23,500	18,371	78.17%	23,000	45,472	197.70%	36,000	26,100	73%	35,000	(1,000)	-2.78%	
53350 · SHOP SUPPLIES (Consumables)	4,500	3,096	68.80%	4,100	4,124	100.59%	3,850	2,474	64%	3,000	(850)	-22.08%	
53400 · VEHICLE ACCESSORIES	1,000	822	82.20%	1,000	507	50.70%	800	377	47%	700	(100)	-12.50%	
53425 · TOWING	2,500	1,350	54.00%	1,700	2,973	174.88%	4,000	2,951	74%	4,500	500	12.50%	
53450 · FACILITIES MAINT/REPAIR PARTS	5,000	7,521	150.42%	5,500	7,602	138.22%	5,750	5,319	93%	6,000	250	4.35%	
53500 · TRANSIT CENTER SUPPLIES	1,000	859	85.90%	900	656	72.89%	950	760	80%	975	25	2.63%	
53550 · OFFICE SUPPLIES	10,000	9,323	93.23%	9,000	5,077	56.41%	6,000	4,272	71%	6,000	-	0.00%	
53650 · PRINTING (Schedules, Brochures)	10,000	8,071	80.71%	8,500	5,091	59.89%	8,500	5,695	67%	7,500	(1,000)	-11.76%	
53670 · COMPUTER PROGRAM & SUPPLIES	3,000	2,720	90.67%	3,000	867	28.90%	1,800	424	24%	1,800	-	0.00%	
53700 · SAFETY & EMERGENCY SUPPLIES	1,000	793	79.30%	800	284	35.50%	600	687	115%	800	200	33.33%	
53750 · OTHER MATERIALS & SUPPLIES	1,500	1,408	93.87%	1,000	502	50.20%	750	576	77%	850	100	13.33%	
Total 53000 · MATERIALS & SUPPLIES CONSUMED	$ 236,278	$ 198,755	84.12%	$ 224,700	$ 240,017	106.82%	$ 241,900	$ 162,516	67.2%	$ 245,025	$ 3,125	1.28%	

Amador Transit Preliminary Budget FY20/21

VARIABLE EXPENSES	FY 17/18 BUDGET	FY 17/18 EXPENDED	FY 17/18 % OF BUDGET	FY 18/19 BUDGET	FY 18/19 EXPENDED	FY 18/19 % OF BUDGET	FY 19/20 July 2019 to Mar. 2020 75% BUDGET	FY 19/20 EXPENDED	FY 19/20 % OF BUDGET	FY 20/21 PROJECTIONS BUDGET	FY 20/21 EXPENDED	FY 20/21 % OF BUDGET	JUSTIFICATION
54000 · UTILITIES													
54100 · AT WATER/SEWER/GARBAGE	3,000	4,255	141.83%	3,200	4,741	148.16%	5,000	3,662	73%	4,000	-1000	-20.00%	
54200 · AT ELECTRICAL & NATURAL GAS	13,000	14,683	112.95%	13,000	13,361	102.78%	4,250	1,019	24%	2,000	-2250	-52.94%	
54300 · TRANSIT CTR/WATER/SEWER/GARB	1,500	1,656	110.40%	2,000	2,398	119.90%	2,400	2,180	91%	2,500	100	4.17%	
54400 · TRANSIT CTR-ELEC	5,500	7,308	132.87%	6,500	5,711	87.86%	6,200	3,769	61%	2,000	-4200	-67.74%	
54450 · SHTC - WiFi	2,100	2,699	128.52%	2,100	2,508	119.43%	2,300	1,370	60%	2,100	-200	-8.70%	
54500 · OFFICE PHONES/FAX/RADIO/INTRNET	6,300	6,075	96.43%	5,200	5,353	102.94%	5,350	4,132	77%	5,300	-50	-0.93%	
54550 · CELLULAR SERVICE	5,000	4,374	87.48%	5,000	5,438	108.76%	5,300	4,139	78%	5,400	100	1.89%	
54700 · Wi-Fi (Sacramento Bus)	800	779	97.38%	850	882	103.76%	850	416	49%	650	-200	-23.53%	
Total 54000 · UTILITIES	$ 37,200	$ 41,829	112.44%	$ 37,850	$ 40,392	106.72%	$ 31,650	$ 20,687	65.4%	$ 23,950	$ (7,700)	-32.15%	
56000 · CASUALTY & LIABILITY COSTS													
56100 · LIABILITY & PROPERTY DAMAGE INS	61,000	113,837	186.62%	105,000	122,169	116.35%	157,000	128,433	82%	133,000	(24,000)	-15.29%	Includes Crime and Employer Liability Insurance
Total 56000 · CASUALTY & LIABILITY COSTS	$ 61,000	$ 113,837	186.62%	$ 105,000	$ 122,169	116.35%	$ 157,000	$ 128,433	81.8%	$ 133,000	$ (24,000)	-18.05%	
58000 · MISCELLANEOUS													
58050 · DUES & SUBSCRIPTIONS	2,750	1,790	65.09%	1,900	2,039	107.32%	1,750	1,401	80%	2,000	250	14.29%	
58200 · TRAVEL & MEETINGS	4,000	2,980	74.50%	3,000	2,588	86.27%	2,500	972	39%	2,250	-250	-10.00%	
58300 · SAFETY PROGRAM Awards- Roadeo)	500	443	88.60%	600	487	81.17%	500	510	102%	750	250	50.00%	
58400 · TRAINING-Seminars & Materials	2,250	2,199	97.73%	1,700	1,574	92.59%	1,750	726	41%	1,500	-250	-14.29%	
58450 · CDL/ DOT MED/BkGrnd Checks	2,000	1,958	97.90%	1,700	2,084	122.59%	1,800	858	48%	1,500	-300	-16.67%	
58500 · Penalties/Late Fees	500	513	102.60%	400	-	0.00%	200	102	51%	200	0	0.00%	
58600 · Other Miscellaneous	2,000	(1,033)	-51.65%	1,000	829	82.90%	600	267	45%	600	0	0.00%	
Total 58000 · MISCELLANEOUS	14,000	$ 8,850	63.21%	10,300	$ 9,601	93.21%	9,100	4,836	53.1%	$ 8,800	$ (300)	-3.41%	
59000 · LEASES / RENTALS													
59100 · Leases & Rentals	$ 17,000	$ 17,402	102.36%	$ 16,000	16,169	101.06%	$ 12,000	8,309	69%	12,000	0	0.00%	
Total 59000 · LEASES / RENTALS	$ 17,000	$ 17,402	102.36%	$ 16,000	$ 16,169	101.06%	$ 12,000	$ 8,309	69.2%	$ 12,000	$ -	0.00%	
Total Budget Expense	1,578,378	1,619,509	102.61%	$ 1,613,950	$ 1,698,322	105.23%	$ 1,680,458	1,315,357	78.27%	$ 1,693,645	13,187	0.78%	
SGR - STATE OF GOOD REPAIR FUNDS										$ 55,223			
60000 - Capital Depreciation Allocation													
60125 - Capital Expense - Equipment										$ 39,035			
60150 - Capital Expense - Building										$ 70,769			
60175 - Capital Expense - Fleet										$ 235,384			
Total Capital Expense										$ 345,188			
Total Budget Amount										2,094,056			

amador transit

Serving Amador County Since 1977

SUBJECT: FY20-21 STA Claim

TO: Amador Transit Board of Directors
FROM: Patricia M. Amarant, General Manager
DATE: June 04, 2020

***RECOMMENDATION:* Review and approve RESO #20-02 authorizing General Manager to submit FY20-21 STA Claim to ACTC in the amount of $345,188 restricted to Capital Reserves pursuant to Transportation Development Act performance efficiency requirements.**

Amador Transit operates with funding from the Transportation Development Act (TDA), Federal Transit Administration (FTA) grant funds, passenger revenues and various other grant programs.

The TDA statute establishes the State Transit Assistance (STA) from a statewide excise tax on gasoline and diesel fuel. The California State Controller's Office projects Amador Transit to receive $345,188 in STA funds for FY20-21.

Annually, Amador Transit files claim to the Amador County Transportation Commission (ACTC) for STA funds.

ACTC conducts annual fiscal and compliance audits of TDA recipients, including Amador Transit, to verify that allocations are made according to the California Code of Regulations.

In May 2020, the Amador Transportation Commission approved the preliminary FY20-21 Capital Budget which includes an STA claim in the amount of $345,188.

Resolution #20-02 approves submittal of the FY20-21 STA claim to ACTC in the amount of $345,188 as per California Code of Regulations Section 6649.

TDA - #1

TRANSPORTATION DEVELOPMENT ACT CLAIM FORM

TO: Amador County Transportation Commission
117 Valley View Way
Sutter Creek, CA 98685
(209) 223-2282

FROM: Amador Transit
11400 American Legion Drive
Jackson, CA 95642
(209) 267-9395

Contact: Patricia Maggie Amarant, General Manager
(209) 267-5079

The above claimant hereby requests, in accordance with the authority granted under the Transportation Development Act (TDA) and applicable rules and regulations adopted by the Amador County Transportation Commission (ACTC), that it's request for funding be approved as follows:

STA: $345,188 FY: 2020-21

The following signature by the General Manager attests to the reasonableness and accuracy of the above claim:

Submitted By: Patricia Maggie Amarant
Title: General Manager
Date: June 4, 2020

ACTC
Date of Approval: ______________________

Resolution #: 20-02

ACTC
Executive Director: ______________________
John Gedney

ACTC
Chairman of the Board: ______________________
Brian Oneto

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

RESOLUTION NO. 20-02

Implementing: STA Claim to ACTC in the amount of $345,188 for FY 2020-21.

A RESOLUTION of the Board of Directors for Amador Transit authorizing the General Manager to submit to ACTC an STA Claim in the amount of $345,188 for FY2020-21.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Amador Transit that the STA claim to ACTC in the amount of $345,188 is approved and the General Manager is directed and authorized to submit said claim.

BE IT FURTHER RESOLVED that the operator will restrict all funds for Capital Acquisition purposes only, pursuant to Transportation Development Act performance efficiency requirements.

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 4th day of June 2020.

AYES:

NOES:

ABSENT:

____

Brian Oneto - Chairman
Amador Transit
Board of Directors

ATTEST:

____

Felicia Bridges
Recording Secretary

amador transit

Serving Amador County Since 1977

SUBJECT: FY 2020-21 LTF Claim

TO: Amador Transit Board of Directors
FROM: Patricia M. Amarant, General Manager
DATE: June 04, 2020

RECOMMENDATION:* *Review and approve RESO #20-03 authorizing General Manager to submit FY20-21 LTF Claim to ACTC in the amount of $622,073.

Amador Transit operates with funding from the Transportation Development Act (TDA), Federal Transit Administration (FTA) grant funds, passenger revenues and various other grant 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 for transportation purposes, primarily for public transit.

Annually, Amador Transit files claim to the Amador County Transportation Commission (ACTC) for LTF funds.

ACTC conducts annual fiscal and compliance audits of TDA recipients, including Amador Transit, to verify that allocations are made according to the California Code of Regulations.

In May 2019, the Amador Transportation Commission approved the FY 2020-21 Annual Budget which included an LTF claim in the amount of $622,073.

Resolution #20-03 is the formal FY20-21 LTF claim to ACTC in the amount of $622,073 as per California Code of Regulations Section 6649.

amador transit

TDA #02

TRANSPORTATION DEVELOPMENT ACT
CLAIM FORM

TO: Amador County Transportation Commission
117 Valley View Way
Sutter Creek, CA 98685
(209) 223-2282

FROM: Amador Transit
11400 American Legion Drive
Jackson, CA 95642
(209) 267-9395

Contact: Patricia M. Amarant, General Manager
(209) 267-5079

The above claimant hereby requests, in accordance with the authority granted under the Transportation Development Act (TDA) and applicable rules and regulations adopted by the Amador County Transportation Commission (ACTC), that it's request for funding be approved as follows:

LTF: $622,073 FY: 2021-20

The following signature by the General Manager attests to the reasonableness and accuracy of the above claim:

Submitted By: ______________________________
Patricia M. Amarant
Title: General Manager
Date: June 04, 2020

ACTC
Date of Approval: ______________________________

Resolution #: 20-03

ACTC
Executive Director: ______________________________
John Gedney

ACTC
Chairman of the Board: ______________________________
Brian Oneto

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

RESOLUTION NO. 20-03

Implementing: LTF Claim to ACTC in the amount of $622,073 for FY20-21.

A RESOLUTION of the Board of Directors for Amador Transit authorizing the General Manager to submit to ACTC an LTF Claim in the amount of $622,073 for FY20-21.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Amador Transit that the LTF claim to ACTC in the amount of $622,073 is approved and the General Manager is directed and authorized to submit said claim.

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 4th day of June 2020.

AYES:

NOES:

ABSENT:

____

Brian Oneto - Chairman
Amador Transit
Board of Directors

ATTEST:

____

Felicia Bridges
Recording Secretary

amador transit

Serving Amador County Since 1977

<u>SUBJECT:</u> Amador Transit Update to the Prudent Reserve Policy

TO: **Amador Transit Board of Directors**
FROM: **Patricia Maggie Amarant, General Manager**
DATE: **June 4, 2020**

Recommendation: Review draft updates to AT's Prudent Reserve Policy originated in 2015.

At the May 2020 board meeting, Amador Transit's Board of Directors requested that a "Reserve Policy" be brought before the board for review and approval. Amador Transit originally presented a Prudent Reserve Policy at the February 2015 board meeting for approval. This original policy is being presented with recommended updates, exclusions, and additions.

The changes in the policy mainly exclude references for Amador Transit to establish and maintain any Operating Cash Reserves. As an alternative, the policy changes establish criteria for transferring funds from Capital Reserves to Operating Cash.

Staff requests the Board provide input on any changes or updates to this draft. A final policy with approved changes will be presented at the July 2020 board meeting along with a Resolution for approval and signature.

amador transit

~~PRUDENT~~ ~~Capital(?)~~ Operating Fund Transfer~~(?)~~ ~~RESERVE~~ POLICY

Approved 2015

Revised June 2020

Summary

This ~~Prudent~~ ~~Capital or~~ Operating Fund Transfer Policy establishes guidelines for reserve funds for Amador Transit (AT), including the target balance, anticipated uses and approvals for the use of reserve funds.

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Introduction

The reserve fund policies and practices of AT are based on prudent financial management. The primary goal of the ~~Prudent~~ ~~Capital or~~ Operating Fund Transfer Policy is to establish guidelines for reserve funds at AT, including the target balances, applicable funding sources, anticipated uses and approvals for the use of reserve funds.

Objective

Establishing reserve funds ~~(or preparing for the "rainy day")~~ provides a means for dealing with emergency or high-priority situations which could not otherwise be funded in the near term.

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AT Objectives for reserve funding are:

a) To provide adequate funds to support legitimate operating expenditures;
b) To enable Amador 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 Amador Transit by preventing chronic cash flow crises; and
d) To create an internal line of credit to manage cash flow and maintain financial flexibility.

Establishing a Reserve Fund

All reserve funds shall be established by the Board. Reserve accounts shall be established upon the adoption of a resolution that must specify;

a) Purpose of the reserve and eligible use(s);
b) Establishment of eligible uses of funding;
c) Source/type of the funding;
d) Minimum funding level, if applicable.

Management of Reserves

Unless otherwise stated, all reserves shall be part of the fiscal year-end financial analysis, staff prepares and presents to AT Board. This information will also be included within the annual budgetary report. All reporting of reserve accounts will satisfy the objective of being self-explanatory and easy to understand

Applicable Funding Sources

Such funds are identified as follows:

a) State Transit Assistance (STA)
b) Local Transportation Funds (LTF)
c) Miscellaneous income;
d) Rental Income
e) Refunds
f) Income received from the sale of assets or other miscellaneous items

Anticipated Uses of Operating Fund Transfers from Capital ~~Capital~~ Reserve Funds

A reserve fund is intended to be used for one-time non-recurring purposes, unless otherwise approved by the AT Board. A reserve fund is intended to be used only under unusual financial circumstances, not to balance the annual operating budget. Below are some examples of potential uses for a reserve fund:

a) Spikes in the cost of fuel or other materials;
b) Opportunities to advance urgent, high-priority needs;
c) Unforeseen withdrawal or cutback in a revenue source.

However, none of these circumstances shall be deemed to obligate the Board to approve use of Capital reserve funds.

Approval for ~~Use~~ Transferring Capital Reserves funds to Operating Cash ~~Reserve Fund~~

Each proposed request to transfer ~~use of a~~ funds from Capital reserves to operating cash ~~fund~~ will be subject to Board approval. For each ~~use~~ transfer request ~~of~~ from a Capital reserve ~~fund~~, the Board will approve a resolution which will describe the need to ~~use~~ transfer Capital reserve funds, the uses for which Capital reserve funds will be expended and the manner in which it will be replenished.

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~~OPERATING RESERVE FUND POLICY~~

~~Purpose~~

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~~The purpose of the 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 AT as authorized and defined by the Board.~~

~~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). The targeted minimum amount to be maintained in the reserve fund shall be a targeted minimum account balance of 25% of the annually budged operating expenditures.~~

~~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.~~

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~~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.~~

~~Other CAPITAL Reserve Funds~~

~~The initial priority of the Prudent Reserve Policy is to build up the Operating Reserve Fund over time to the targeted balance of a targeted minimum account balance of 25% of the annually budgeted operating expenditures. After that goal is achieved, the Board intends to establish additional Reserve Funds in the longer term for Capital Replacement and/or specialized larger scale projects requiring funding match~~.

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CAPITAL REPLACEMENT PROGARAM RESERVE FUND POLICY

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Purpose

A Capital Replacement Program Reserve Fund will be developed to build up funds in anticipation of future capital replacement expenditures.

Objective

The intent is to build up a reserve of funds before potential capital expenditures would be incurred in or after the current fiscal year, which would fund the expenditures either in full or as the local match. When future capital expenditures would be incurred, the AT Board would authorize the use of the money in the Capital Replacement Reserve Fund.

Calculating the Reserve Amount

The recommended amount required for the Capital Reserve Fund is calculated by agency management staff based on actual expenditure needs: i.e. capital equipment and vehicle replacement match, ,adjustments for extraordinary expenditures (e.g. one-time expenditures) ~~and CalPERS GASB 68 net pension liability~~. This reserve fund shall be a targeted minimum available balance of ~~$200,000~~ $_______________.

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~~R~~Review of Policy

~~T~~This policy will be reviewed every (***year/every other year)*** at minimum, by the Finance Committee, or sooner if warranted by internal or external events or changes. Changes to the Policy will be recommended by the Finance Committee to the Board of Directors.

AMADOR TRANSIT
Expenditure Transaction Detail By Account
MAY 2020 *additional expense due to COVID-19

Date	Num	Name	Memo	Amount
23001.1 · Payroll Liabls Total				
25000 · CalPERS Classic Retirement				
05/06/2020	EPAY	CalPERS	1899375431	3,739.44
05/06/2020	EPAY	CalPERS	1899375431	2,704.12
Total 25000 · CalPERS Classic Retirement				6,443.56
25100 · CalPERS 457 Plan				
05/06/2020	EPAY	CalPERS 457 Plan	Plan Entity 450-694	695.00
Total 25100 · CalPERS 457 Plan				695.00
Total 23001.1 · Payroll Liabls Total				7,138.56
51000 · BENEFITS				
51350 · WORKERS COMP INS				
05/28/2020	20100544	CSAC Excess Insurance	EWC	1,429.00
05/28/2020	20150234	CSAC Excess Insurance	PWC	4,091.00
Total 51350 · WORKERS COMP INS				5,520.00
51600 · UNIFORMS/WORK CLOTHES ALLOW				
05/28/2020	052120	Amador Transit - Petty Cash		46.17
05/28/2020	052820	U.S. BANK	shop jacket	39.96
05/28/2020	052820	U.S. BANK	steel toe shop boot	99.19
Total 51600 · UNIFORMS/WORK CLOTHES ALLOW				185.32
Total 51000 · BENEFITS				5,705.32
52000 · SERVICES & USER FEES				
52100 · VEHICLE TECH SERV-OUTSOURCE				
05/06/2020	050120	Sutter Creek Car Wash		183.29
Total 52100 · VEHICLE TECH SERV-OUTSOURCE				183.29
52150 · PROPERTY MAINTENANCE SERVICES				
05/28/2020	1121	Moppin Mamas Cleaning Services		480.00
05/06/2020	050220	Yes Cleaning Service		670.00
Total 52150 · PROPERTY MAINTENANCE SERVICES				1,150.00
52250 · LEGAL COUNSEL				
05/28/2020	34354	Cole Huber LLP		150.50
Total 52250 · LEGAL COUNSEL				150.50
52300 · ADVERTISING & MARKETING				
05/28/2020	12328218274	CableTime		300.00
05/28/2020	20040063	KVGC 1340 AM		500.00
05/28/2020	26880	Ledger Dispatch		60.00
05/28/2020	052820	U.S. BANK	subscription for marketing software	119.40
Total 52300 · ADVERTISING & MARKETING				979.40
52550 · GSA COST ALLOC-(POSTAGE/PRINT)				
05/28/2020	AT042020	Amador County General Services ...		27.45
Total 52550 · GSA COST ALLOC-(POSTAGE/PRINT)				27.45
52600 · PROFESSIONAL & TECH SERVICES				
05/28/2020	10829	Balancing The Books		383.33
05/28/2020	10843	Balancing The Books	laser check order	339.81
05/28/2020	4006	Cathy Castillo, CPA		2,000.00
Total 52600 · PROFESSIONAL & TECH SERVICES				2,723.14

AMADOR TRANSIT
Expenditure Transaction Detail By Account
MAY 2020 *additional expense due to COVID-19

Date	Num	Name	Memo	Amount
52610 · Fees Bank, Merchant, Service				
05/06/2020	CK1204-040820	Amador Rides AT	duplicate reg at DMV-reimb AR	110.00
Total 52610 · Fees Bank, Merchant, Service				110.00
Total 52000 · SERVICES & USER FEES				5,323.78
53000 · MATERIALS & SUPPLIES CONSUMED				
53100 · FUEL				
05/06/2020	514688	Hunt & Sons, Inc.		882.05
05/28/2020	525706	Hunt & Sons, Inc.		1,207.76
Total 53100 · FUEL				2,089.81
53200 · LUBRICATION				
05/28/2020	6228468500	Auto Zone		35.23
05/28/2020	130889	Ron DuPratt Ford		60.64
Total 53200 · LUBRICATION				95.87
53250 · TOOLS				
05/28/2020	epay	Lowe's		106.52
05/28/2020	052820	U.S. BANK	crimping tool	21.29
Total 53250 · TOOLS				127.81
53300 · VEHICLE MAINT-REPAIR PARTS				
05/28/2020	02P473177.02	A-Z Bus Sales, Inc.		6.39
05/28/2020	01P695624	A-Z Bus Sales, Inc.		74.87
05/28/2020	FA008037080:01	Delta Truck Center		150.18
05/28/2020	1340648	Maita Chevrolet		215.26
05/28/2020	189554	Riebes Auto Parts		12.46
05/28/2020	90772	Riebes Auto Parts		130.28
05/28/2020	188754	Riebes Auto Parts		42.26
Total 53300 · VEHICLE MAINT-REPAIR PARTS				631.70
53350 · SHOP SUPPLIES (Consumables)				
05/28/2020	CAJAC37391	Fastenal		20.98
Total 53350 · SHOP SUPPLIES (Consumables)				20.98
53450 · FACILITIES MAINT/REPAIR PARTS				
05/28/2020	epay	Lowe's		27.15
05/28/2020	epay	Lowe's		33.27
05/28/2020	epay	Lowe's		4.08
05/28/2020	epay	Lowe's		39.62
05/28/2020	epay	Lowe's		69.53
05/28/2020	epay	Lowe's		35.60
05/28/2020	epay	Lowe's		3.11
05/28/2020	052820	U.S. BANK	protective floor mats-newpig	644.52
Total 53450 · FACILITIES MAINT/REPAIR PARTS				856.88
53500 · TRANSIT CENTER SUPPLIES				
05/28/2020	epay	Lowe's		68.96
Total 53500 · TRANSIT CENTER SUPPLIES				68.96
53550 · OFFICE SUPPLIES				
05/28/2020	8058415991	Staples Advantage		391.02
05/28/2020	8058223799	Staples Advantage		71.88
05/28/2020	8058356501	Staples Advantage		61.51
05/28/2020	8058292347	Staples Advantage		63.35
05/28/2020	052820	U.S. BANK	Lowes- plastic storage bins	62.41
05/28/2020	052820	U.S. BANK	office supplies-walmart	36.78
Total 53550 · OFFICE SUPPLIES				686.95

AMADOR TRANSIT
Expenditure Transaction Detail By Account
MAY 2020 *additional expense due to COVID-19

Date	Num	Name	Memo	Amount
53700 · SAFETY & EMERGENCY SUPPLIES				
05/28/2020	CV032	CalACT	*purchase of masks	564.00
05/28/2020	809015	Riebes Auto Parts	*gloves	23.68
05/28/2020	052820	U.S. BANK	*thermometer covid-19- amazon	67.86
05/28/2020	052820	U.S. BANK	*company sanitizers- myron	425.98
05/28/2020	052820	U.S. BANK	*shop coveralls	197.27
Total 53700 · SAFETY & EMERGENCY SUPPLIES				1,278.79
53000 · MATERIALS & SUPPLIES CONSUMED - Other				
05/28/2020	epay	Lowe's		51.17
05/28/2020	epay	Lowe's		71.33
Total 53000 · MATERIALS & SUPPLIES CONSUMED - Other				122.50
Total 53000 · MATERIALS & SUPPLIES CONSUMED				5,980.25
54000 · UTILITIES				
54100 · AT WATER/SEWER/GARBAGE				
05/06/2020	356002	Aces Waste Services, Inc.		315.55
05/28/2020	EPAY	Amador Water Agency		48.96
Total 54100 · AT WATER/SEWER/GARBAGE				364.51
54300 · TRANSIT CTR/WATER/SEWER/GARB				
05/06/2020	356003	Aces Waste Services, Inc.		26.35
05/28/2020	EPAY	Amador Water Agency		232.25
05/28/2020	052120	City of Sutter Creek		66.44
Total 54300 · TRANSIT CTR/WATER/SEWER/GARB				325.04
54450 · TRANSIT CENTER-INTERNET				
05/28/2020	EPAY	Comcast		204.38
Total 54450 · TRANSIT CENTER-INTERNET				204.38
54500 · OFFICE PHONES/FAX/INTERNET				
05/28/2020	EPAY	Comcast		507.91
Total 54500 · OFFICE PHONES/FAX/INTERNET				507.91
54550 · CELLULAR SERVICE				
05/28/2020	EPAY	AT& T Cell Phones		397.42
Total 54550 · CELLULAR SERVICE				397.42
Total 54000 · UTILITIES				1,799.26
58000 · MISCELLANEOUS (NEW)				
58400 · TRAINING-Seminars & Materials				
05/28/2020	052820	U.S. BANK	cpr class supplies -Grocery Outlet	19.94
05/28/2020	052820	U.S. BANK	defensive driving class	75.00
05/28/2020	052820	U.S. BANK	CPR First Aid - Zysman	400.00
Total 58400 · TRAINING-Seminars & Materials				494.94
Total 58000 · MISCELLANEOUS (NEW)				494.94
59000 · LEASES / RENTALS				
59100 · Leases & Rentals				
05/06/2020	32962	Amador County Airport		25.00
05/28/2020	67926019	Smile (Copier)		235.65
Total 59100 · Leases & Rentals				260.65
Total 59000 · LEASES / RENTALS				260.65

AMADOR TRANSIT
Expenditure Transaction Detail By Account
MAY 2020 *additional expense due to COVID-19

Date	Num	Name	Memo	Amount
60000 · CAPITAL DEPRECIATION OUTLAY				
60175 · Cap.Reserve-Fleet Depreciation				
05/28/2020	052820	U.S. BANK	404-AD replacement	1,190.11
Total 60175 · Cap.Reserve-Fleet Depreciation				1,190.11
Total 60000 · CAPITAL DEPRECIATION OUTLAY				1,190.11
TOTAL				**27,892.87**