

AMADOR TRANSIT BOARD OF DIRECTORS AGENDA

Thursday, August 6, 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 by Zoom Conference and access is allowed via video or phone in only.

The public may participate by submitting written comments to felicia@actc-amador.org by 5:00pm the day before the meeting, or by calling into the meeting. If participating by phone, please do not speak until recognized by the Chair, and only after the request for public comments has been made.

Join Zoom Meeting at [Zoom.us](https://zoom.us)

Meeting ID: 847 0495 7608

Passcode: 042379

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Please Note: All Commission meetings are tape recorded. Anyone who wishes to address the Commission must speak from the podium and should print their name on the Meeting Speaker list, which is located on the podium.

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 the Amador County Transportation Commission staff at (209) 267-2282 or (209) 267-1930 (fax). Requests must be made as early as possible and at least one-full business day before the start of the meeting. Assisted hearing devices are available for public use during all public meetings.

Meeting materials are available for public review at the Amador County Transportation Commission, 117 Valley View Way, Sutter Creek, California.

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

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

- NONE

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

Page 2

REGULAR AGENDA ITEMS:

9. **Reso 20-04** – Review and approval of Final Draft of AT's Reserve Funds Transfer Policy
10. **Reso 20-05** – Review and approval of TITLE VI Policy 2020 revision
11. Review and approve AT FY20/21 Project list for State of Good Repair funding of \$55,223, application due Sept. 1st, 2020

12. Claims

13. CLOSED SESSION: Closed Session may be called for labor negotiations (pursuant to Government code 54957.6), personnel matters (pursuant to Government Code 54957) real estate negotiations/acquisitions (pursuant to Government Code 54968) and/or pending or potential litigation (pursuant to Government Code 54956.9). Following Closed Session, the Board will announce any reportable final action taken in Open Session.

- a. Personnel Matters (Government Code 54957)
- b. Conference with Labor Negotiators Pursuant to Government Code Section 54957.6
AT Negotiator: Patricia Maggie Amarant, General Manager

14. Future Agenda Items

15. Adjournment

AMADOR TRANSIT (AT)
MINUTES
June 4, 2020 – 9:03 a.m.

The Amador Transit Board of Directors met in person and 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- Zoom Conferencing
Keith Sweet- Zoom Conferencing
Richard Forster
Jon Colburn

Absent:

John Plasse

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- Zoom Conferencing

Pledge of Allegiance

AGENDA:

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

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

PUBLIC MATTERS NOT ON THE AGENDA: Director Forster asked for staff to check the status of returning to regular in person meetings, depending on phase 3 reopening regulations.

Chairman Oneto commented that it is a sad time with the riots taking place at this time.

CONSENT AGENDA: Director Forster commented the ridership numbers are extremely low. Chairman Oneto asked to have items #2- Ridership Analysis and item # 5- Performance Report, pulled for discussion.

Chairman Oneto stated that ridership is extremely low with an 84.5% drop from last year, but it appears Dial-A-Ride is not as low. Ms. Amarant responded the services are still needed for essential travel, however due to the closures many people are still staying home. She noted a slight increase took place this week in ridership.

Director Colburn asked if any employees have been furloughed. Ms. Amarant replied yes, seven drivers were temporarily laid-off.

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

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

Director Plasse arrived at 9:12 a.m.

GENERAL MANAGER REPORT:

Overview Ridership States During COVID-19: Ms. Amarant reviewed her staff report. Director Forster commented it does look like the numbers are increasing since April.

Amador Transit Operations Supervisor Retirement: Ms. Amarant reviewed her staff report. She stated in the interim Ms. Miller, Mr. Baxter and herself will perform that Operation Supervisor's job duties which include: scheduling of drivers, consulting with drivers regarding driving issues, performance evaluations, updating employee certifications, and handling incidents surrounding the buses.

Director Colburn asked the requirements of the Operation Supervisor job. Ms. Amarant answered it is preferred the individual have a California Driver's License (CDL) with a Class A, but at the least, experience with bus driving. She continued a CDL is required for the position. Director Colburn asked if hiring in-house could be a possible. Ms. Amarant replied there have been two employees that have applied but do not have all the qualifications needed.

REGULAR AGENDA:

FY 2020/21 Final Operating Budget: Ms. Amarant reviewed her staff report.

Director Plasse asked if this budget reflects the 27% loss that is expected to take place in the Local Transportation Funds (LTF) due to COVID-19. Mr. Gedney responded yes Ms. Amarant was able to get confirmation of the Coronavirus Aid Relief and Economic Security (CARES) ACT grant funding to replace the lost funding from the LTF.

Director Plasse asked about line item 50300-Maintenance and Facilities Wages for the 20/21 projections at 8.47% increase. He asked for clarification on the increase of wages for inhouse and outsourcing maintenance on the buses. Ms. Amarant responded the increase is maintenance and facilities wages is due to the variety of tasks performed by the Maintenance Supervisor. She continued that he assists with maintenance on the buses, maintenance of facilities, landscape, etc. Ms. Amarant commented that there are times the maintenance bays are full and so work does get redirected to outside sources.

Directors further discussed the loss of funding resources due to COVID-19.

Motion: It was moved by Director Forster, seconded by Director Plasse and unanimously carried to approve the 2020/21 Final Operating Budget.

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

Reso #20-02- Review and Approve AT's State Transit Assistance (STA) Claim for FY 20/21: Ms. Amarant stated the resolution and claim form are included for approval.

Motion: It was moved by Director Plasse, seconded by Director Sweet and unanimously carried to approve authorizing the AT General Manager to submit the FY 20/21 State Transit Assistance claim to Amador County Transportation Commission in the amount of \$345,188 restricted to capital reserves pursuant to the Transportation Development Act.

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

Reso #20-03- Review and Approve AT's Local Transportation Fund (LTF) Claim for FY 20/21: Ms. Amarant reviewed her staff report.

Director Forster noted an error which currently reads *Amador Transportation Commission* should read *Amador County Transportation Commission* in the resolution.

Motion: It was moved by Director Forster, seconded by Director Plasse and unanimously carried to approve the staff recommendation to approve Resolution #20-03 authorizing the General Manager to submit the FY 20/21 Local Transportation Fund claim to Amador County Transportation Commission in the amount of \$622,073.

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

Review and Approval of Updated AT's Operating Fund Transfer Policy: Ms. Amarant reviewed her staff report. She asked if there was a recommendation for how often this should be reviewed by the board.

Director Plasse stated this should be reviewed frequently, and noted the name should be changed to *Reserve Funds Transfer Policy*.

Directors agreed with the change to the name and that this policy should be brought before the board for review annually with the preliminary budget for review.

Director Forster noted minor corrections to the document on page 3.

Director Plasse stated detail needs to be added to page 5 regarding the *Calculating the Reserve Amount* section. Directors agreed that 25 percent, proportional to the depreciation schedule

needs of those respected fund accounts, should be added as the targeted minimum available balance.

Ms. Amarant stated she would take this item back to make the changes to the document and will have it available for final review at the next meeting.

Claims:

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

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

Adjournment: At 10:01 a.m. the Chairman adjourned the meeting to Thursday, July 2, 2020 at 9:00 a.m. at the Amador County Transportation Commission Offices, 117 Valley View Way, Sutter Creek, California.

ATTEST: Brian, Oneto, Chairman
Amador Transit

Recording Secretary

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

AMADOR TRANSIT

MONTHLY

SERVICE SUMMARY

JUNE 2020

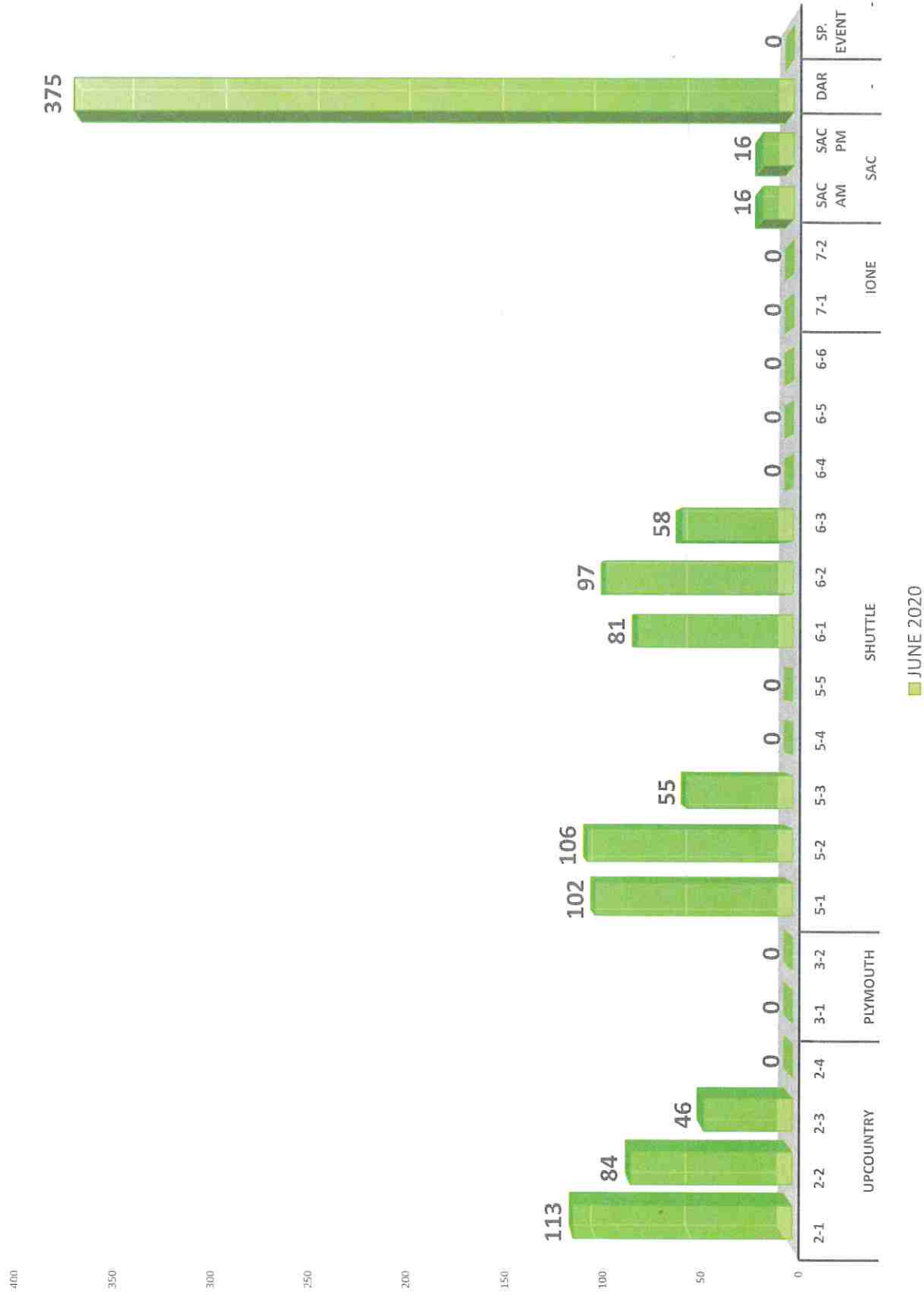
FY 19/20	Service Days
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22

Sacramento	32
Upcountry	243
Plymouth	-
A - Shuttles 5-1 - 5-5	263
B - Shuttles 6-1 - 6-6	236
Ione	-
Dial-A-Ride	361
Logisticare	14
Special Events	-

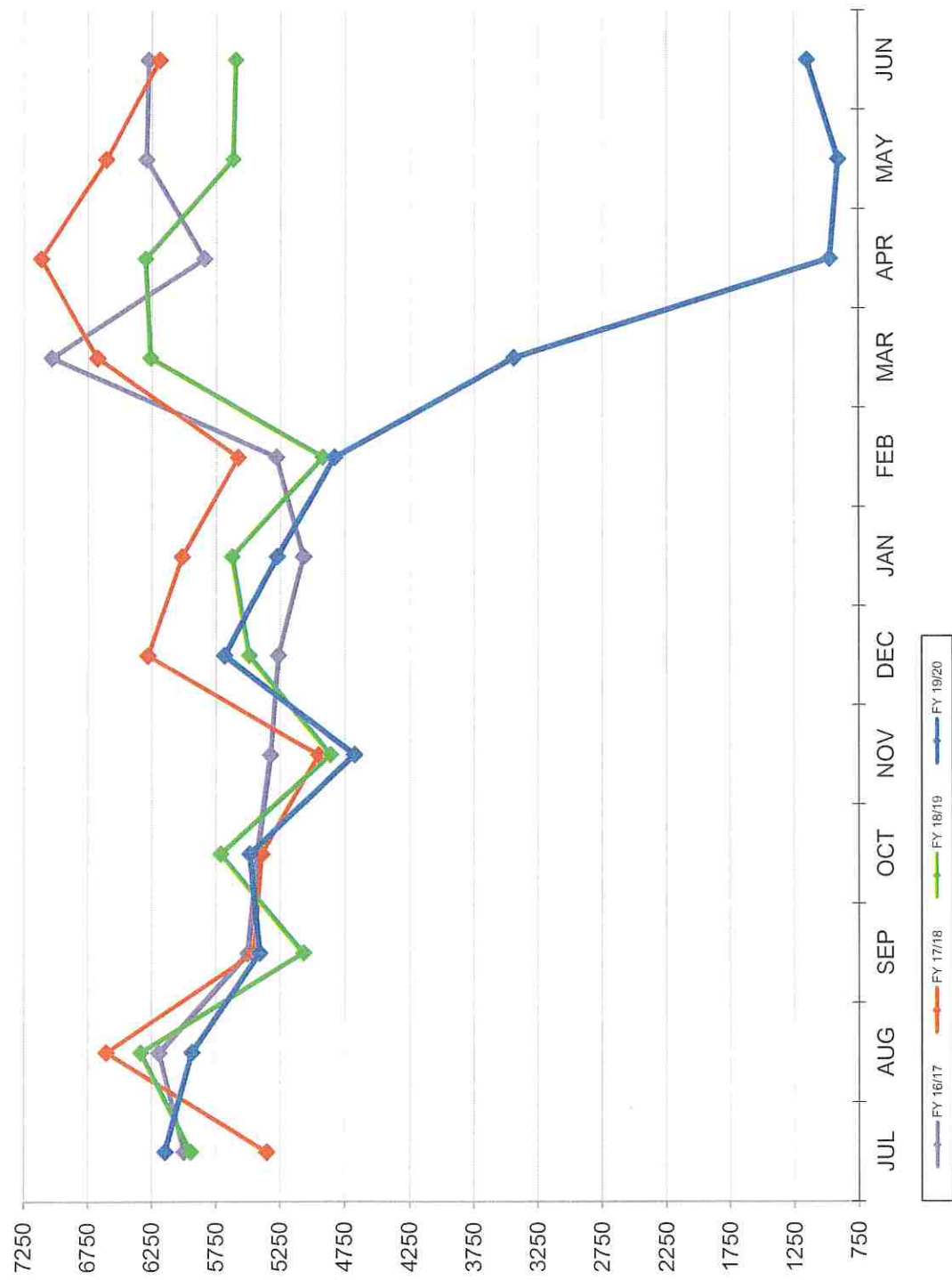
TOTAL PASSENGERS 1,149
AV. DAILY 52**ADULT** 360**SENIOR** 238**PERSONS W/DISABILITIES** 455**YOUTH** 6**Non-Revenue-PCA** 32**Non-Revenue - Child** 9**Non-Revenue - Family Pass** 35**Wheelchair** 97**Bicycles** 14**FARES PAID BY MONTH/DAY PASS****Monthly Pass** 81**\$6 Day Passes Trips** 39**\$6 Day Passes Sold** 14**Cash Fares** \$1,252.35**FARES PAID BY PRE-PAID TICKETS****Pre-Paid Tix .50¢****Pre-Paid Tix \$1.00** 144**Pre-Paid Tix \$1.25** -**Pre-Paid Tix \$1.50** -**Pre-Paid Tix \$2.00** 71**Pre-Paid Tix \$2.50** -**Pre-Paid Tix \$3.00** 4**Pre-Paid Tix \$4.00** -**Pre-Paid Tix \$7.00** -**Mileage****Revenue miles** 10,249**Non-Revenue miles** 1,028

JUNE 2020



RIDERSHIP ANALYSIS
JUNE 2020

AMADOR TRANSIT
FISCAL YEAR 2019/2020



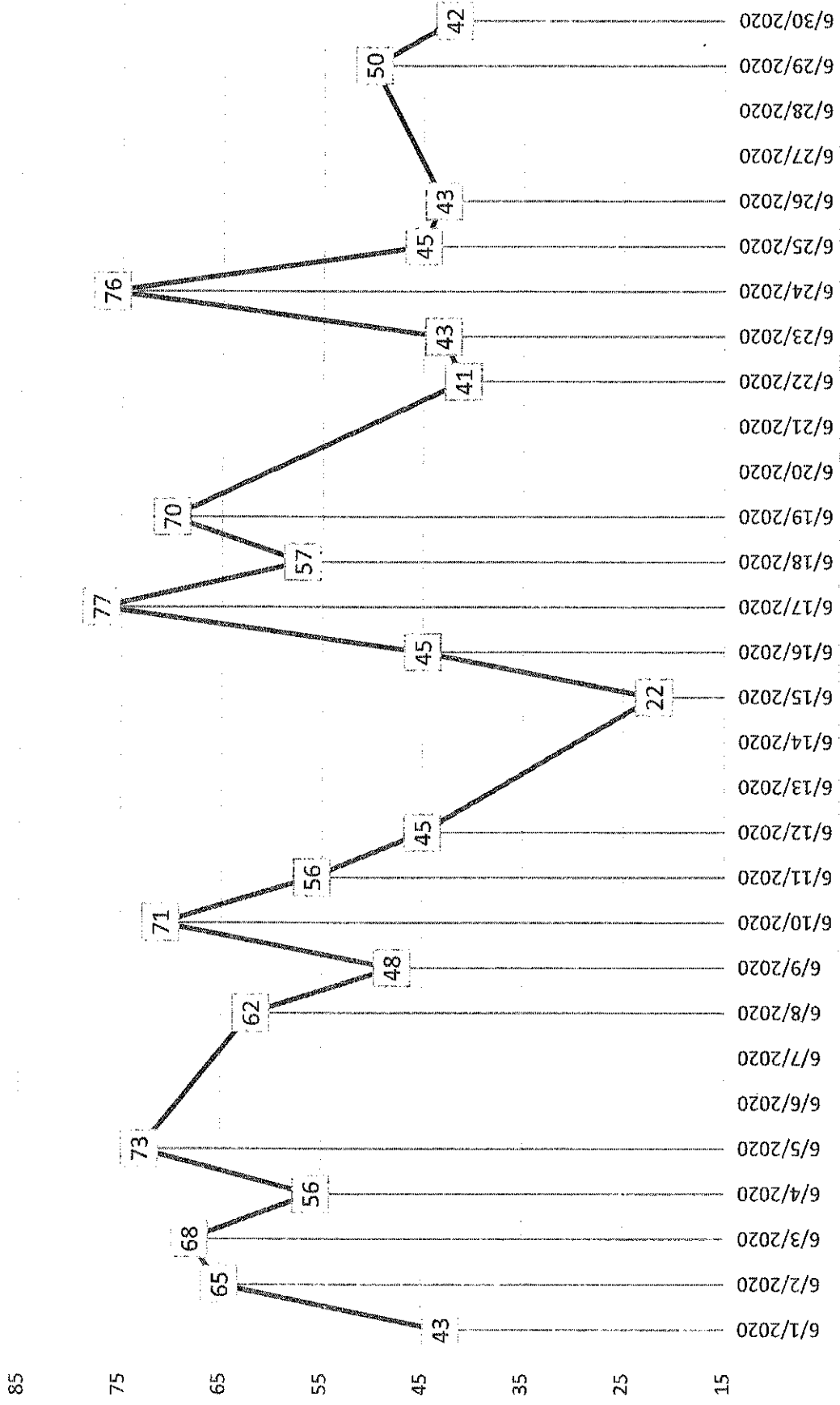
PASSENGERS

JUNE

% Change from
FY 18/19

-79.5%

Overall Ridership Progress



AMADOR TRANSIT

MONTHLY

SERVICE SUMMARY

MAY 2020

FY 19/20	Service Days
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20

Sacramento	45
Upcountry	208
Plymouth	-
A - Shuttles 5-1 - 5-5	208
B - Shuttles 6-1 - 6-6	208
Ione	-
Dial-A-Ride	229
Logisticare	9
Special Events	-

TOTAL PASSENGERS 907
AV. DAILY 45**ADULT** 305**SENIOR** 187**PERSONS W/DISABILITIES** 324**YOUTH** 14**Non-Revenue-PCA** 30**Non-Revenue - Child** 8**Non-Revenue - Family Pass** 30

Wheelchair 59

Bicycles 7

FARES PAID BY MONTH/DAY PASS

Monthly Pass	89
\$6 Day Passes Trips	44
\$6 Day Passes Sold	11

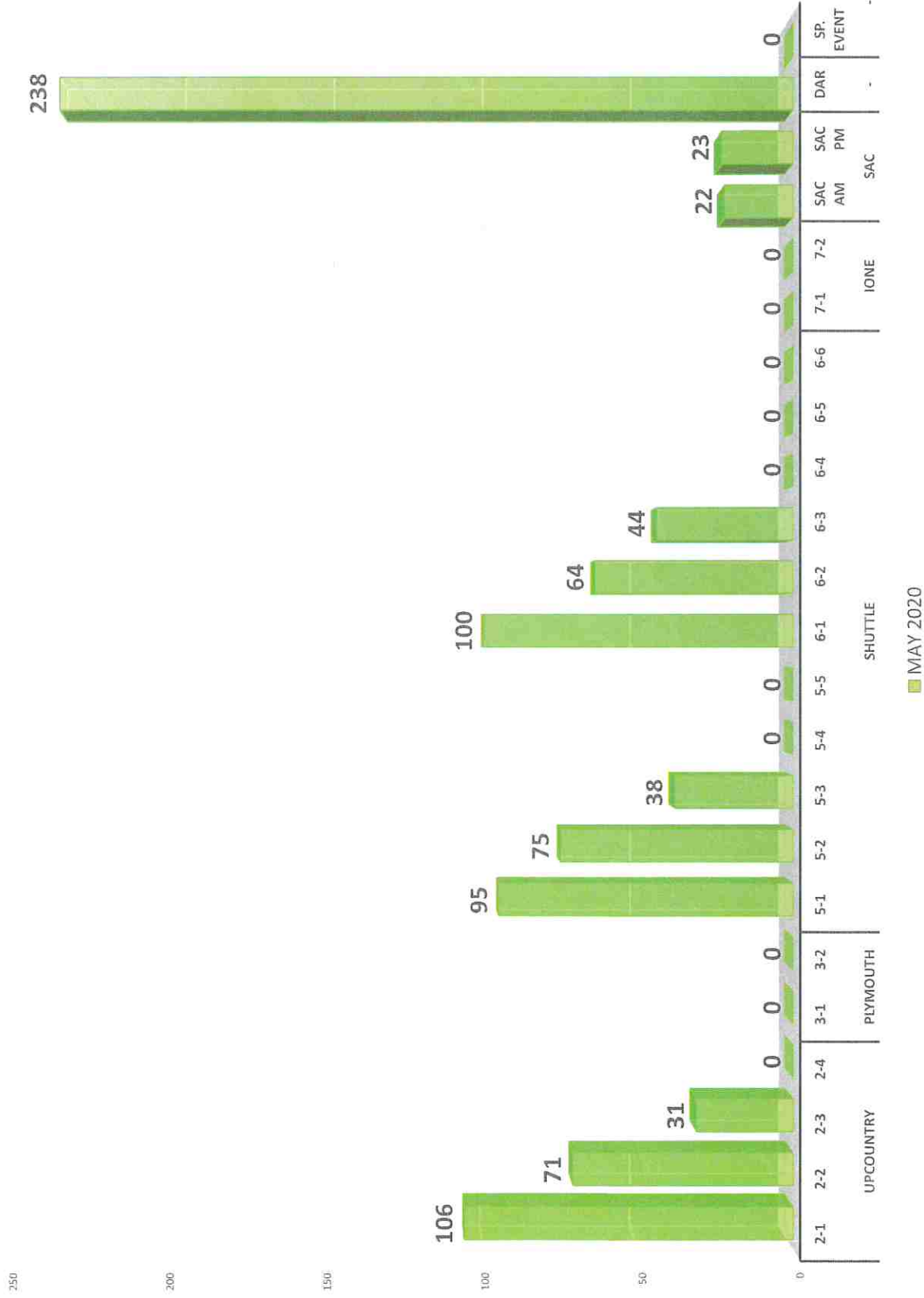
Cash Fares \$959.12**FARES PAID BY PRE-PAID TICKETS**

Pre-Paid Tix .50¢	
Pre-Paid Tix \$1.00	149
Pre-Paid Tix \$1.25	-
Pre-Paid Tix \$1.50	-
Pre-Paid Tix \$2.00	53
Pre-Paid Tix \$2.50	-
Pre-Paid Tix \$3.00	3
Pre-Paid Tix \$4.00	1
Pre-Paid Tix \$7.00	1

Mileage

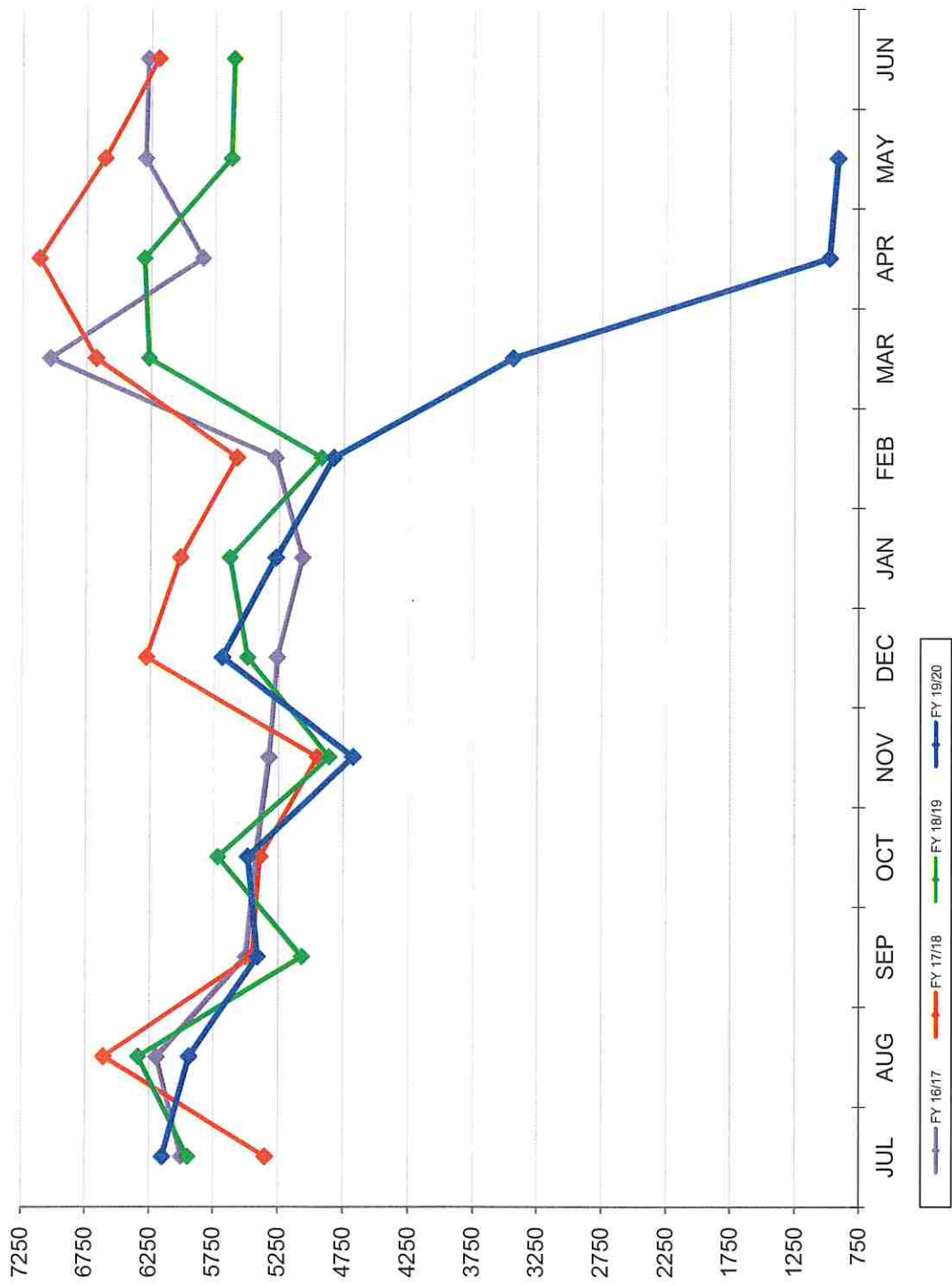
Revenue miles	8,894
Non-Revenue miles	750

MAY 2020



**RIDERSHIP ANALYSIS
MAY 2020**

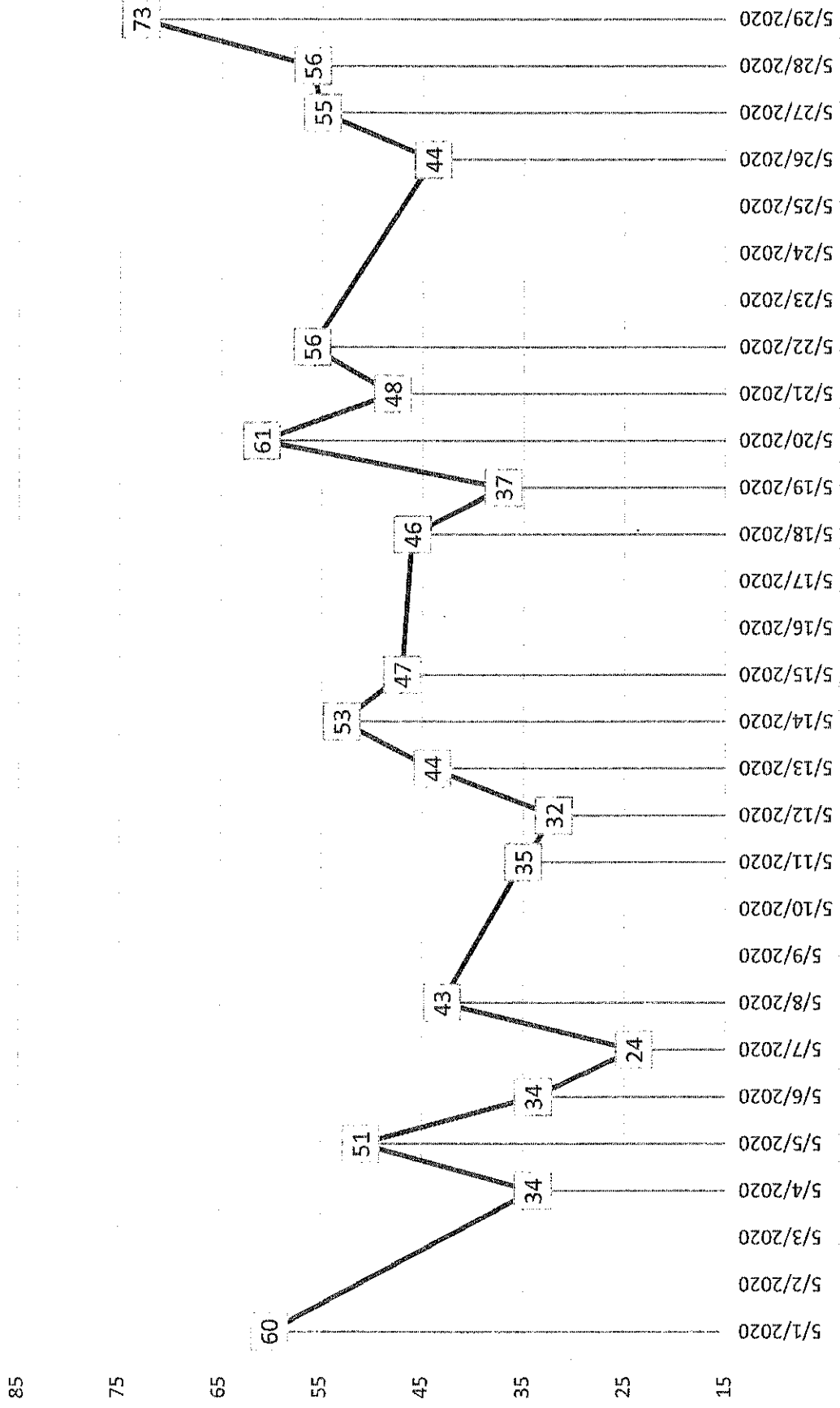
**AMADOR TRANSIT
FISCAL YEAR 2019/2020**



P A S S E N G E R S

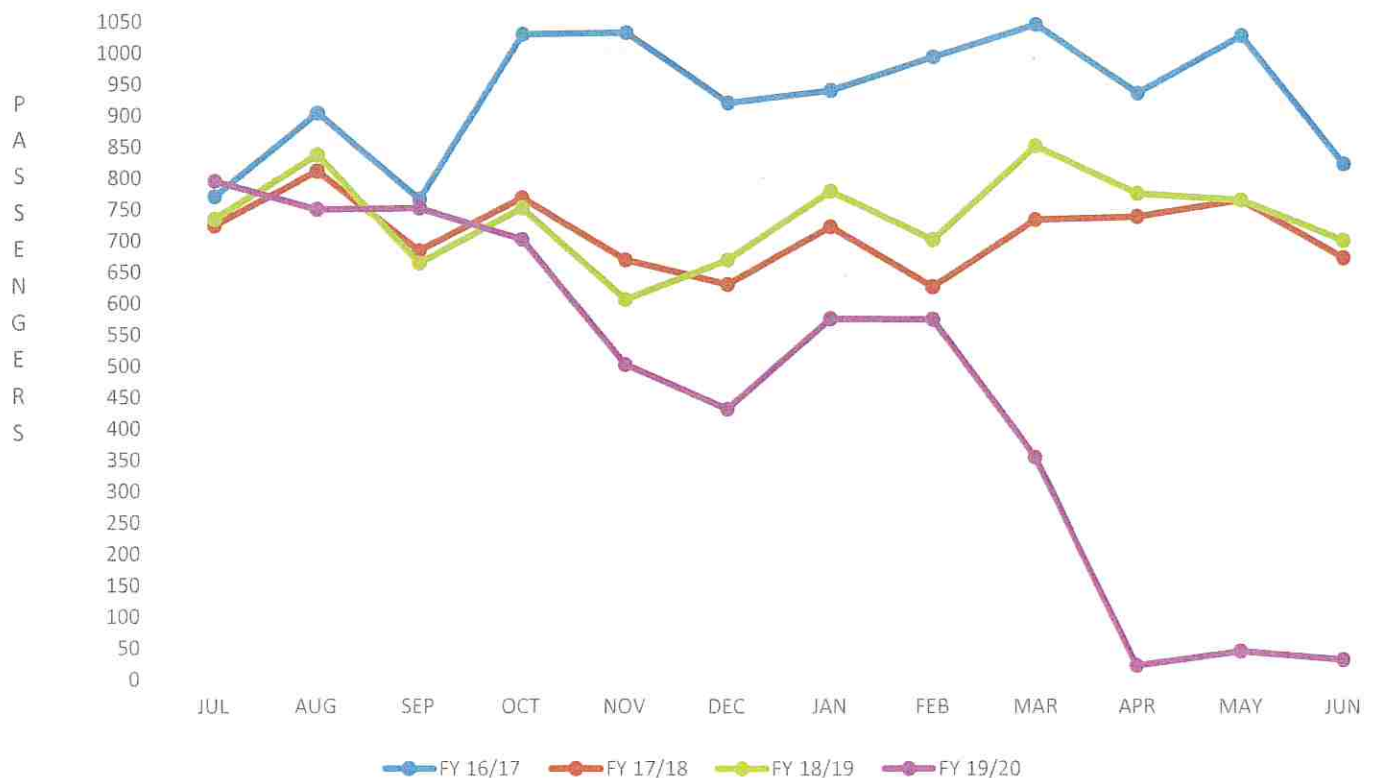
MAY
% Change from
FY 18/19
-84%

Overall Ridership Progress



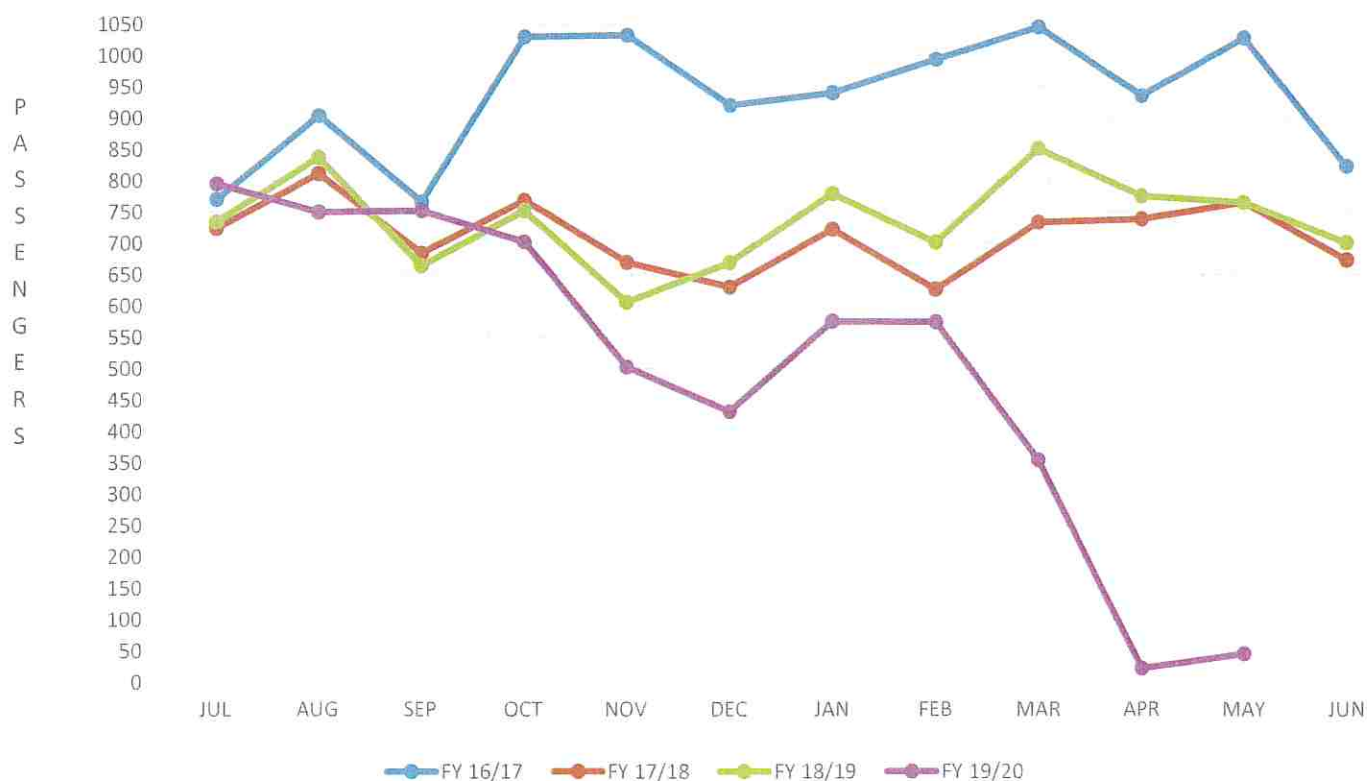
AMADOR-SACRAMENTO EXPRESS

MONTH	11		12		TOTAL
	Amador	SAC	Amador	SAC	
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
May 2020	13	14	9	9	45
June 2020	10	10	6	6	32
Average Pass/day Month of June 2020	1.1	1.1	0.7	0.7	3.6
9 Service Days					



AMADOR-SACRAMENTO EXPRESS

MONTH	11		12		TOTAL
	Amador	SAC	Amador	SAC	
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
May 2020	13	14	9	9	45
Average Pass/day Month of May 2020	0.7	0.7	0.5	0.5	2.3
20	Service Days				



VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 6/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of JUNE 2020 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of JUNE	July 2015 to date CUMULATIVE COST
TRK #101 (gas)	140,476					
04 Chev Suburban	ODO					
6-passenger	***					
NON-REVENUE VH						
Mileage for the Month	62					
			06 - 2019	Replaced left corner window glass doctor invoice # 102728	\$0.00	
			01 - 2019	Replaced Water pump, thermostat AC belt, and main belt, 1 Gallon of Coolant	\$527.23	
			10 - 2015	Replace 4 tires, 225/75/R16. 4 TPS, turned front rotors, alignment	\$162.73	
			09 - 2015	Replaced alternator	\$1,143.00	
					\$151.00	\$1,983.96
TRK #102 (gas)	20,335					
14 F450 4x4	ODO					
3-passenger	***					
NON-REVENUE VH						
Mileage for the Month	24					
			10 - 2019	Repair invoice # 348715 Emissions Vehicle derating R&R EGT sensor	\$0.00	
			02 - 2019	Replaced 2 batteries and took to car wash	\$4,355.05	
			12 - 2018	6 Tires 225/70R19.5	\$226.52	
			12 - 2018	1 Steer steel wheel White	\$2,619.15	
					\$171.12	\$7,371.84
TRK #103 (gas)	104,410					
1988 Ford Ranger	ODO					
3-passenger	***					
NON-REVENUE VH						
Mileage for the month	165					
			10 - 2019	Steering rack and pump replaced Hahns Inv # J046369	\$0.00	
			06 - 2018	4 tires 205/75/14R and Alignment	\$848.20	
			07 - 2015	July 8 - 4 siped 205/75/R14 \$570	\$370.17	
					\$570.00	\$1,788.37

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 6/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of JUNE 2020 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of JUNE	July 2015 to date CUMULATIVE COST
VAN #201 (gas)	37,175					
15 DODGE CARAVAN	ODO					
1-WC, 5 passenger	***					
mileage for the month	1776				\$0.00	
			05 - 2019	Braun recall and lasher dodge air bag repair	\$495.00	
			08 - 2018	4 New tires, Invoice # 66200227328	\$656.19	\$1,151.19
VAN #202 (gas)	31,697					
15 DODGE CARAVAN	ODO					
1-WC, 5 passenger	***					
NON-REVENUE						
Mileage for the Month	1,417					
					\$0.00	
			10 - 2019	Front rotor and pads	263.74	\$263.74
VAN #203 (gas)	35,669	1	06 - 2020	PM-B Service	40.74	
17 DODGE CARAVAN	ODO					
1-WC, 5 passenger	***					
NON-REVENUE						
Mileage for the Month	1,069				\$40.74	\$40.74

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 6/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of JUNE 2020 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of JUNE	July 2020 to date CUMULATIVE COST
Bus #204 gas	1,952					
V-Ford Transit 350EL	ODO					
Nor-Cal Van						
8 Passenger-2 W/C	***					
Mileage for the Month	1,952					
						\$0.00

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 6/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of JUNE 2020 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of JUNE	July 2015 to date CUMULATIVE COST
Bus #301 Diesel	98,416	2.00	06 - 2020	PM-A Service	\$0.00	
13 Chevrolet	ODO	0.00	06 - 2020	Glow plug module	\$215.26	
15-passenger 3 w/c	***	0.00	06 - 2020	Malta Chevy glow plug replacement, #2 Nox sensor, Invoice 632897	\$1,684.04	
Mileage for the Month	168					

05 - 2020	Replaced both Batteries	\$1,899.30
03 - 2020	Hahn's Invoice #J047256	\$246.12
03 - 2020	R&R Steer tires 225/75R16 Endurance good year	\$398.75
01 - 2020	R&R Drive tires 225/75R16 Fortitude	\$517.69
09 - 2019	Replaced main and AUX Battery	\$680.66
06 - 2019	2 Steer tires 225/75R16	\$246.12
05 - 2019	Derated Hahns replaced catalyst convertor and DEF & #9 injector Invoice #J045779	\$320.20
02 - 2019	R&R belt, tensioner and 3 pulleys	\$3,991.11
01 - 2019	R&R Transmission	\$249.25
01 - 2019	Hahns programed Transmissions Invoice # Jo45231	\$2,639.88
10 - 2018	Replaced Hydraulic brake booster, Test drove	\$267.00
09 - 2018	A Arm bushings and Alignment Invoice #87394 Hewitt	\$181.07
08 - 2018	Drive tires, ARD242550	\$388.95
08 - 2018	Steer tires	\$888.86
07 - 2017	Replace steering & drive tires. S 225/75/R16	\$550.72
03 - 2017	repair to driver side step	\$1,432.49
03 - 2017	replaced w/c lift outer roll stop cylinder, and adjusted	\$415.00
03 - 2016	Replaced Steer tires	\$288.71
		\$409.00
		\$15,910.88

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 6/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of JUNE 2020 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month of JUNE	July 2015 to date CUMULATIVE COST
Bus #302 Diesel	98,131	1.50	06 - 2020	PM-A Service	\$0.00	
13 Chevrolet	ODO	0.00	06 - 2020	Hahns Auto, glow plug replacement reprogrammed Invoice JO47417	\$3,813.41	
16-passenger 3 w/c	***					
Mileage for the Month	280					
			03 - 2020	R&R DEF Header	\$227.84	\$3,813.41
			03 - 2020	Hahn's ECM Reprogramming	\$185.25	
			03 - 2020	R&R ECM Charged batteries	\$241.84	
			02 - 2020	ECM programmed at HAHNS invoice # J047091	\$185.25	
			11 - 2019	Steer Tires 225/75/R16	\$517.89	
			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	\$18,942.01

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 6/30/2020	REPAIR HOURS	Dates	Jobs Exceeding \$150 performed since July 2015 (in Gray) 2019/20	Maintenance Performed for Month of JUNE 2020 FY	Cost for Month Of JUNE	July 2015 to-date CUMULATIVE COST
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Bus #401 Diesel 175,992 4.00 06 - 2020 R&R AC comp accumulator charged system and checked for leaks \$469.99

13 Chevrolet ODO

16-passenger 3 w/c ***

Mileage for the Month 340

04 - 2020	drive tires Fortitude 225/75/16	\$469.99
01 - 2020	Steer Tires 225/75R16	\$680.57
12 - 2020	R&R Power steering pump pulley and belt	\$517.69
12 - 2020	Body Repair replaced rear exterior top end cap and 4 lights AC inv # 02p2468218	\$248.85
09 - 2019	Belt Broke R&R AC Compressor, Alternator pulleys and Belt	\$342.01
09 - 2019	Right head light ASSY R&R light assy	\$476.10
09 - 2019	Belt Broke towed from Jackson Medical center to AT	\$245.22
08 - 2019	Towed from Medical Center, Jackson to AT shop ATF invoice # 26930	\$550.00
07 - 2019	R&R Steer tires 225/75/19	\$550.00
01 - 2019	Front and Rear shocks	\$320.20
10 - 2018	Maita chevy DEF tank replacement. Invoice # 599559	\$185.36
09 - 2018	Maita repaired emission system Invoice #597652 reconnected plug to door	\$500.00
08 - 2018	Steer tires 225/75/R16 Back Country	\$1,827.90
07 - 2018	Maita repair invoice # 595263 replaced indirect injector and did regen	\$550.72
05 - 2018	4 225/75R16 BACK COUNTRY AT	\$1,492.49
05 - 2018	R&R POWER STEERING HOSE AND BOX HOUSING	\$898.86
03 - 2018	Rear end Rebuilt K&T Truck invoice #4620 Maintenance transported bus	\$185.60
03 - 2018	poor quality DEF. 10 codes sent to Maita. Replaced NOX Sensor. Inv 58686	\$4,253.08
03 - 2018	replaced left head light asy.	\$1,587.90
12 - 2017	REAR BRAKE JOB AND REPLACED LEFT PARKING BRAKE SHOES	\$231.00
12 - 2017	INVOICE # 582587 FROM MAITA DERATING QUALITY POOR. R&R DEF TANK	\$266.65
10 - 2017	TA OPEN COUNTRY HT 255/75/16	\$1,316.69
10 - 2017	RADIATOR, AIR FILTER, DEXCOOL, HYDRO BOOSTER, POWER STEERING	\$477.63
06 - 2017	drive tires	757.13
05 - 2017	Replaced w/c lift outer roll stop cylinder	\$924.27
04 - 2017	Replace front brake pads and rotors	\$268.72
04 - 2017	Replace front right hub and wheel speed sensor	\$280.64
03 - 2017	replaced driver convex mirror	\$280.94
		\$167.00

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 6/30/2020	REPAIR HOURS	Dates	Jobs Exceeding \$150 performed since July 2015 (in Gray) 2019/20	FY	Cost for Month Of JUNE	July 2015 to-date CUMULATIVE COST
Bus #401 Diesel	175,992		02 - 2017			\$451.00	
13 Chevrolet	ODO		01 - 2017	Replaced parking brake shoes, right brake rotor		\$190.00	
16-passenger 3 w/c	***		01 - 2017	Maita replaced ring pinion, rear bearing to differential. INV #563195		\$2,741.00	
Mileage for the Month	340		12 - 2016	Right and Left upper control arms replaced		\$423.00	
			09 - 2016	2 steer s & 4 back country rear tires		\$1,338.00	
			05 - 2016	Replaced front and rear brake pads, right rear rotor, axle 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	\$28,920.21

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 6/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of JUNE 2020 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of JUNE	July 2015 to-date CUMULATIVE COST
Bus #402 Diesel	168,215	0.15	06 - 2020	2 Gallons of DEF	\$5.78	
13 Chevrolet	ODO					
16-passenger 3 w/c	***					
Mileage for month	2,048					
			05 - 2020	4-225/75R Drive tires	\$5.78	
			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	\$840.40	
			04 - 2019	Right steer tire 225/75/16	\$165.45	
			04 - 2019	Rebuilt rear DIF, Repaired DEF and Regened Malta	\$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	\$239.00	
			07 - 2016	Accumulator, p/s hose, a/c compressor seals filter, radiator and horn	\$988.00	
			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 sided	\$912.00	\$18,099.41

VEHICLE DESCRIPTION *Automotive tire chains	Odometer reading as of 03/02/20	REPAIR HOURS	Dates	Maintenance Performed for Month of JUNE 2020 Jobs Exceeding \$150 performed since July 2015 (In Gray) FY 2019/20	Cost for Month of JUNE	July 2015 to-date CUMULATIVE COST
Bus #403 Diesel	145,028	2.00	06 - 2020	PM-A Service	\$0.00	
13 Chevrolet	ODO	1.00	06 - 2020	6 Qtrs of ATF Test Drive	\$48.48	
16 passenger 3 w/c	**	11.00	06 - 2020	R&R Transmission	\$3,010.54	
Mileage for month	0	0.15	06 - 2020	Exhaust Hanger	\$4.26	
			04 - 2020	Hvac Vacuum pump	\$3,063.28	
			03 - 2020	Pressure tested cooling system	\$162.36	
			03 - 2020	Trans compressor, accumulator, dryer, torque tube, 2-shaft pulleys 1st year	\$355.23	
			03 - 2020	2 alternators 3 die pulleys 1 belt tensioner 1 belt, fluid housing and duct	\$365.86	
			03 - 2020	4 225/75R16	\$1,722.35	
			01 - 2020	Replaced Brake Hydroboost	\$580.57	
			01 - 2020	R&R Radiator and lower house	\$269.78	
			01 - 2020	Replaced brake Hydroboost	\$523.11	
			01 - 2020	R&R Radiator and lower hose	\$269.78	
			11 - 2019	R&R right and left front rotors	\$523.11	
			11 - 2019	R&R left and right front rotors	\$223.74	
			10 - 2019	Steer Tires 225/75R16	\$223.74	
			08 - 2019	Transmission code Maita Invoice # 616707 Faulty wire to DEF injector	\$320.02	
			07 - 2019	Evacuated AC system R&R AC Comp Recharged system	\$702.51	
			07 - 2019	Quality poor Diagnosed and repaired invoice# 614951 Maita chevy	\$240.82	
			06 - 2019	Transmission re programming and diagnose de rating temp sensor 2	\$1,630.66	
			06 - 2019	Hand Control pendant	\$389.74	
			06 - 2019	Hand Control pendant	\$259.83	
			05 - 2019	Maita Invoice #610385 rebuilt rear Diff & adjusted parking brake	\$259.83	
			04 - 2019	replaced L shape metal heater hose for the rear heater	\$2,821.50	
			04 - 2019	R&R Alternator and belt	\$500.48	
			03 - 2019	R&R Steering gear box and idler arm left side, test drive	\$116.46	
			12 - 2018	4 Drive tires back country AT 225/75R-16	\$531.07	
			11 - 2018	R&R AC comp, orifice seals, pulleys, tensioner, belt, filter, oil	\$843.95	
			10 - 2018	Replaced brake pads, rotors, brake shoes, gear old, brake fluid	\$706.01	
			10 - 2018	Parking brake adjustment Hains invoice # J044660	\$488.88	
			09 - 2018	Replaced control arm bushing and Alignment invoice #87419	\$339.30	
			07 - 2018	Front and rear shocks	\$348.95	
			07 - 2018	2 225/75R16 HT Steer tires	\$185.36	
			05 - 2018	Maita DIAGNOSIS R&R NOX 2 REGEN INVOICE # 590257	\$471.65	
			02 - 2018	road call to highway 88 E of lone bus towed in by ATR	\$1,347.50	
			01 - 2018	REPLACED DRIVER TIRES 225/75R16	\$375.00	
			12 - 2017	STEER TIRES	\$888.86	
			06 - 2017	EGR REPAIR WARRANTY	\$477.36	
			03 - 2017	Drive tire, S HT, siped, balance, 225/75R16	\$160.30	
			03 - 2017	Maita Chevy repairs, Invoice #59885	\$822.67	
			03 - 2017	R&R tensioner belt	\$302.67	
			12 - 2016	PM Inspection, service, W/C lift, outer cool-stop cylinder replaced	\$184.75	
			09 - 2016	Replaced fan clutch, radiator 2 PS hoses, belt	\$271.00	
			03 - 2016	2 steer tires s, not siped	\$774.00	
			11 - 2015	Replaced Drive Tires	\$448.00	
				Brake hydrolic booster	\$919.00	
				Steer tires 225/75R16's from stock	\$255.00	
					\$454.00	\$25,899.94

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 6/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of JUNE 2020 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of JUNE	July 2015 to-date CUMULATIVE COST
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*Bus #405 (gas) 230,419 0.00 06 - 2020 Wheel Chair lift inop \$0.00

09 Ford ODO

**

*6-passenger 2 w/c

Mileage for the Month 224

10 - 2019		Steer Tires 225/75/16	\$0.00
10 - 2019		R&R Starter	\$517.59
09 - 2019		Replaced Main and AUX Batterys	\$322.96
09 - 2019		R&R Tie Rod inner and outer drag link and sway bar	\$222.72
09 - 2019		Front end Alignment. Left lower ball joint front end work inv #89586	\$285.12
07 - 2019		4 Drive Tires 225/75/16	\$873.84
07 - 2019		R&R Drivers seat	\$40.40
01 - 2019		Air filter housing	\$1,066.39
01 - 2019		Front rotors, sway bar bushings shocks, breaks, fog light switch	\$169.20
01 - 2019		Rear shocks, rear sway bar bushings,adjusted telma brake switch	\$504.67
10 - 2018		Replaced front AC compressor. Test drove 20 miles	\$158.42
09 - 2018		2 HT siped. 4 Back country AT tires	\$375.09
08 - 2018		Hahns, engine replaced Invoice # J044327	\$1,386.58
07 - 2018		engine running rough and using coolant,repairs by hahns INV J044186	\$7,669.18
02 - 2018		Hahns engine repair blown spark plug Invoice# J043231 replaced box wires etc	\$1,547.02
08 - 2017		REPLACED ALTERNATOR AND PIG TAIL, REPLACED RUBBER GROMMET	\$541.97
07 - 2017		replaced radiator 2 spark plugs coils and a heater hose	\$329.41
06 - 2017		Steer and Drive tires	\$785.09
06 - 2017		Replaced rear A/C compressor and repaired heater hose coolant leak	\$1,375.49
05 - 2017		Throttle Body repair by ron dupratt ford	\$256.44
09 - 2016		drive tires, 4 back country AT	\$210.00
08 - 2016		Steer tires	\$836.00
08 - 2016		Replaced alternator, EMF Shield on TPS and TPS wire harness and EMS tape	\$488.00
08 - 2016		road call to fuel card lock,alternator bearings failed, bus towed to shop	\$425.00
04 - 2016		Hahn's repairs, Invoice #34105	\$400.00
04 - 2016		throttle body, gaskets	\$3,516.00
12 - 2015		Replaced MAF sensor, test drove	\$292.00
11 - 2015		Replaced 10 spark plugs and 10 coils with OEM parts	\$150.00
08 - 2015		Replaced radiator, water pump, belt, belt tensioner, idler pulley, and bearings	\$546.00
07 - 2015		Replaced steer tires 255/75R16	\$254.00
07 - 2015		July 14 - Replaced steer tires 255/75R16 siped from stock \$454.04	\$454.00
04 - 2016		throttle body, gaskets	\$454.00
12 - 2015		Replaced MAF sensor, test drove	\$292.00
11 - 2015		Replaced 10 spark plugs and 10 coils with OEM parts	\$150.00
08 - 2015		Replaced radiator, water pump, belt, belt tensioner, idler pulley, and bearings	\$546.00
07 - 2015		Replaced steer tires 255/75R16	\$254.00
07 - 2015		Replaced steer tires 255/75R16	\$454.00

\$28,951.68

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 6/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of JUNE 2020 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of JUNE	July 2015 to-date CUMULATIVE COST
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Bus #503 (diesel)	133,807	2.00	06 - 2020	Removed dash and Lubed shiftlock solenoid	\$0.00	
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2014 Chevy Glaval

Mileage for the Month

297

05 - 2020					\$0.00	
03 - 2020				Replaced Left and right Ballads	\$2,075.75	
01 - 2020				24" and 22" Wiper blades	\$203.43	
11 - 2019				R&R Brake Hydro booster test drove cleared codes	\$540.00	
06 - 2019				Replaced belt tensioner	\$362.87	
11 - 2018				Invoice # 22330 davis truck painting top right corner cap repair	\$170.38	
08 - 2018				225/70/22.5 Invoice # 66200229266	\$2,255.42	
07 - 2018				Horn Inop. Removed steering column replaced upper steering shaft	\$870.35	
06 - 2018				Rear AC compressor	\$751.08	
12 - 2017				STEER TIRES 255/70/R22.5	\$379.20	
10 - 2017				Found Turbo Actuator Inop. Replaced part. Invoice # R008102695:01 Travel time.	\$857.75	
07 - 2017				Front a/c compressor	\$2,182.38	
06 - 2017				Drive Tires	\$184.53	
02 - 2017				2 steer tires, 4 retread	\$1,173.52	
05 - 2016				replaced coolant surge tank	\$1,839.00	
04 - 2016				4 drive tires, 255/70/R22.5 recap	\$189.00	
07 - 2015				255/70/R22.5 Drive tires recaped	\$921.00	
					\$954.00	\$15,909.66

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 6/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of JUNE 2020 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of JUNE	July 2015 to-date CUMULATIVE COST
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Bus #504 (diesel)	136,549	2.00	06 - 2020	PM-A Service	\$0.00	
2014 Chevy Glaval	ODO	1.50	06 - 2020	WC lift inop traced electrical problem and repaired	\$0.00	

Mileage for the Month

112

04 - 2020	Diagnosed problem R&R Turbo speed sensor.	\$0.00
01 - 2020	Betts invoice C10020312122	\$309.66
11 - 2019	Driver Tires 255/70/R22.5	\$1,327.12
09 - 2019	Replaced main and AUX Batterys	\$2,061.70
08 - 2019	in service Delta freightliner elect melt down to hvac inv #F00895372:01	\$241.14
08 - 2019	Rear AC compressor bad. Replaced and recharged	\$647.04
06 - 2019	Replaced rear suspension right and left air ride Ballards	\$383.00
04 - 2019	R&R brake hydro booster power steering filter and gasket	\$203.43
02 - 2019	Rear tires recap 255/70/22.5	\$409.96
12 - 2018	Steer tires 255/70r/22.5	\$726.92
12 - 2018	Battery Tray	\$934.35
10 - 2018	Master brake cylinder brake Fluid.	\$580.00
10 - 2018	Brake warning light on, sent to Delta truck. Invoice # R008111775:1	\$520.04
12 - 2017	WINDSHIELD	\$801.23
12 - 2017	TURBO ASSIST. DELTA FREIGHTLINGER REPAIR	\$182.12
09 - 2017	DELTA TRUCK DIAGNOSED AND REPLACED CRANKCASE BREATHER FILTER	\$2,378.55
06 - 2017	Fron and rear tires, 255/722.5	\$538.60
01 - 2017	Diagnostic check engine light, replaced batteries	\$1,879.53
09 - 2016	Replaced left inside drive tire. Unrepairable damage	\$150.00
08 - 2016	Steer tires	\$182.00
08 - 2016	drive tires, recap-prepaid	\$891.67
06 - 2016	2 group 31 batteries	\$776.33
02 - 2016	s Steer tires, 255/70/R22.5 Siped	\$359.00
02 - 2016	Recapped drive tires 255/70r/22.5 from stock, mounted/balanced/stems rht	\$890.00
		\$776.00
		\$17,949.39

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 6/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of JUNE 2020 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of JUNE	July 2015 to-date CUMULATIVE COST
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Bus #505 (diesel)	47,117	2.50	06 - 2020	R&R left side AC Compressor and belt charged system	\$505.56	
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2017 Freightliner	ODO					
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Mileage for the Month	347					
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05 - 2019	R&R DEF header / sending unit assy. Refilled with DEF	\$505.56
06 - 2018	Windshield tinted Freightliner invoice, F008899513:13	\$741.22
06 - 2018	windshield installation	\$195.67
		\$150.00
		\$1,592.45

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 6/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of JUNE 2020 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of JUNE	July 2015 to-date CUMULATIVE COST
Bus #506 (diesel)	41,635	0.75	06 - 2020	R&R Both batteries	\$241.14	
2017 FREIGHTLINER	ODO	0.15	06 - 2020	4.5 Gallons of DEF	\$13.00	
	***	4.50	06 - 2020	Repaired pinched flextech wire harness at steering column	\$0.00	
Mileage for The Month	957	0.00	06 - 2020	out of service WC lift inop	\$0.00	
			04 - 2020	R&R front brake rotors, Wheel seals, Hub gaskets and fluid test d.	\$254.14	
			03 - 2020	Replaced electrical flex module assy.	\$530.74	
			12 - 2020	Steer Tires 240/70 R 19.5	\$384.16	
			12 - 2020	Front and rear Brake pads	\$642.56	
			10 - 2019	4 Drive tires	\$183.18	
			07 - 2019	R&R Right mirror with the new one	\$567.20	
			07 - 2019	DEF Header and O Ring	\$389.40	
			06 - 2019	Steer tires 245/70R/19.5	\$760.22	
			03 - 2019	R&R Drive tires 225/70/19.5	\$884.60	
			12 - 2018	PM-B	\$567.20	
			02 - 2019	A-Z Bus. Coolant leaks repair Invoice # 02S308741	\$732.80	
					\$412.83	
					\$6,309.03	

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 6/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of JUNE 2020 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of JUNE	July 2015 to-date CUMULATIVE COST
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Bus #507 (diesel)	48,630	0.15	06 - 2020	3.5 Gallons of DEF	\$10.12	
2017 FREIGHTLINER	ODO	2.00	06 - 2020	R&R DEF Header	\$935.72	

Mileage for the Month 912

08 - 2019	240/70/19.5 Recap Tires	\$945.84
07 - 2019	Front and rear brake pads	\$567.20
06 - 2019	Replaced DEF Header and sending unit and O Ring	\$199.19
01 - 2019	2 new steer tires, Siped 245/70/19.5	\$825.22
11 - 2018	19.5 Rear Driver tires	\$884.30
11 - 2018	Replaced two batterys	\$722.64
		\$300.50

\$4,444.89

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 6/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of JUNE 2020 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of JUNE	July 2015 to-date CUMULATIVE COST
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Bus #508 (diesel) 46,884
 2017 FREIGHTLINER ODO

 Mileage for the Month 1,048

05 - 2020	Replaced AC compressor dryer, condensor fan relay and wiring	\$0.00
04 - 2020	4 Drive tire recap	\$587.20
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

\$4,427.51

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 6/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of JUNE 2020 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of JUNE	July 2015 to-date CUMULATIVE COST
Bus #602 (diesel)	289,095					
09 GMC	ODO					
36-passenger 2 w/c	***					
Mileage for the Month	0					
			03 - 2020	Replaced both batteries with new	\$0.00	\$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 Multi-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, grommet 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	\$22,505.86

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 6/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of JUNE 2020 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of JUNE	July 2015 to- date CUMULATIVE COST
*Bus #701 (diesel) 2016 Freightliner - Glaval	143,897 ODO	2.00	06 - 2020	PM-A Service	\$0.00	
33-passenger 2 w/c Mileage for the Month	*** 188					
			04 - 2019		\$0.00	
			11 - 2018	Replaced steer tires 255/70/22.5 from stock	\$834.22	
				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	
						\$3,522.66

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 6/30/2020	REPAIR HOURS	Dates	Maintenance Performed for Month of JUNE 2020 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 2019/20	Cost for Month Of JUNE	July 2015 to- date CUMULATIVE COST
TOTALS	11,114	20			\$ 10,998	\$ 250,994

Vehicles no longer in Service - Auction

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

PERFORMANCE SUMMARY
JUNE 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	May-20	Jun-20	TO-DATE	YEAR 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	862	1,117	44,369	59,901
SENIORS	539	535	496	467	433	543	425	410	377	196	174	234	4,829	7,247
DISABLED	2,592	2,772	2,592	2,514	2,238	2,199	2,538	2,327	1,495	256	326	453	22,302	30,748
WHEELCHAIR	386	416	356	354	339	317	391	357	233	66	59	97	3,371	4,395
%SENIORS / DISABLED	66%	72%	74%	70%	72%	58%	71%	73%	68%	54%	65%	70%	69%	71%
YOUTH	363	206	97	128	50	114	135	130	52	17	12	6	1,310	2,167
%YOUTH	7%	4%	2%	3%	1%	2%	3%	3%	2%	2%	1%	1%	3%	4%
BIKES	114	112	81	92	61	26	35	29	66	1	7	14	638	584
OPERATIONS														
TOTAL SERVICE DAYS	22	22	20	22	18	20	21	19	22	22	20	22	250	250
VEHICLE SERVICE HOURS	1,121	1,108	1,052	1,108	898	999	1,049	835	872	577	480	744	10,843	12,241
PASSENGER PER HOUR	4.8	4.7	4.4	4.3	4.6	5.2	4.5	5.1	3.5	1.6	1.8	1.5	4.1	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	4,619	6,620	191,072	224,120
VEHICLE NON-REVENUE MILES	1,385	1,312	1,242	1,390	1,167	1,296	997	995	907	735	563	403	12,392	14,816
PASSENGER PER MILE	0.25	0.25	0.25	0.24	0.20	0.28	0.26	0.27	0.19	0.11	0.19	0.17	0.23	0.27
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	89,180	\$116,424	1,588,923	\$1,720,891
COST PER PASSENGER	\$45.23	\$23.95	\$27.38	\$25.31	\$21.34	\$35.03	\$19.92	\$35.71	\$46.06	\$113.35	\$103.46	\$104.23	\$35.81	\$28.73
COST PER MILE	\$11.41	\$5.99	\$6.81	\$5.98	\$4.25	\$9.83	\$5.11	\$9.53	\$8.89	\$12.01	\$19.31	\$17.59	\$8.32	\$7.68
COST PER HOUR	\$191.42	\$99.25	\$107.80	\$96.69	\$87.67	\$162.54	\$78.40	\$157.06	\$139.36	\$171.28	\$173.50	\$153.59	\$130.44	\$124.10
REVENUE														
ROUTE/DAR/LOGIST FAREBOX REVENUE	8,183	7,459	9,037	7,027	10,924	5,921	9,158	11,125	8,679	6,893	6,331	\$3,147	93,884	\$94,461
ADVERTISING SALES	5,566	4,245	5,286	8,352	11,971	3,091	7,241	3,339	878	2,876	2,341	\$2,226	57,412	\$58,463
TOTAL FAREBOX RATIO	6.62%	12.17%	13.95%	15.59%	28.38%	6.06%	21.43%	11.19%	8.13%	9.27%	11.11%	5.26%	11.25%	11.02%
SACRAMENTO ROUTE														
PASSENGERS	795	750	752	702	502	431	575	580	354	22	45	32	5,540	8,836
SENIORS	185	135	148	144	82	48	61	66	53	6	13	4	945	1,879
DISABLED	66	63	49	74	49	24	30	56	24	10	7	16	468	626
WHEELCHAIR	0	6	3	5	4	3	0	4	0	0	0	0	25	25
%SENIORS / DISABLED	32%	27%	27%	32%	27%	17%	16%	22%	22%	73%	44%	63%	26%	29%
YOUTH	50	43	77	97	56	39	35	59	31	0	2	0	489	873
%YOUTH	6%	6%	10%	14%	11%	9%	6%	10%	9%	0%	4%	0%	9%	10%
BIKES	2	4	8	7	6	2	1	4	4	1	0	0	39	36
VEHICLE SERVICE HOURS	144	144	131	144	118	131	145	131	149	53	34	14	1,338	1,626
PASSENGER PER HOUR	5.5	5.2	5.7	4.9	4.3	3.3	4.0	4.4	2.4	0.4	1.3	2.3	4.1	5.4
VEHICLE SERVICE MILES	4,048	4,006	3,616	3,988	3,262	3,632	3,812	3,449	4,008	1,896	1,300	1,015	38,032	45,294
VEHICLE NON-REVENUE MILES	134	134	122	134	116	122	128	122	134	100	46	40	1,332	1,506
PASSENGER PER MILE	0.20	0.19	0.21	0.18	0.15	0.12	0.15	0.17	0.09	0.01	0.03	0.03	0.15	0.20
OPERATING COST														
(Amador City to Sac City Line)														
COST PER PASSENGER	3,478	3,826	3,478	3,826	3,131	3,478	3,652	3,304	3,826	1,913	2,087	\$1,217	37,216	\$43,128
COST PER MILE	\$4.37	\$5.10	\$4.63	\$5.45	\$6.24	\$8.07	\$6.35	\$5.70	\$10.81	\$86.96	\$46.38	\$38.03	\$6.72	\$4.88
COST PER HOUR	\$24.15	\$26.57	\$26.55	\$26.57	\$26.53	\$26.55	\$25.19	\$25.14	\$25.68	\$1.01	\$1.61	\$1.20	\$0.98	\$0.95
FAREBOX REV. (Inc. TICKET SALES)	1,523	1,997	1,922	1,800	1,495	1,020	1,330	1,344	1,160	59	92	\$240	\$27.81	\$26.52
SAC CONTRACT REVENUE	8,129	7,866	7,607	7,070	0	14,624	7,230	7,261	6,672	0	8,199	\$8,449	83,107	\$80,493

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

	Jun 30, 20
ASSETS	
Current Assets	
Checking/Savings	
11100 · 8786 WF Checking - Operating	221,295.53
11200 · 8794 Wells Fargo Savings Res	
11210 · Fleet Reserve	546,072.00
11220 · Building Reserve	87,841.30
11230 · Equipment Reserve	93,070.05
11250 · Operating Cash Reserves	271,107.86
11200 · 8794 Wells Fargo Savings Res - Other	60.90
Total 11200 · 8794 Wells Fargo Savings Res	998,152.11
11300 · 8802 Wells Fargo Savings-Grants	
10200s · PTMISEA	
10260s · MOA Facility Upgrades	38,937.27
Total 10200s · PTMISEA	38,937.27
11300 · 8802 Wells Fargo Savings-Grants - Other	18,716.63
Total 11300 · 8802 Wells Fargo Savings-Grants	57,653.90
11400 · Petty Cash	350.68
Total Checking/Savings	1,277,452.22
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	25,584.17
Total Current Assets	1,544,229.08
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)
Total Fixed Assets	2,653,164.18
Other Assets	
19000 · Deferred Outflow Pension	318,551.00

AMADOR TRANSIT STATEMENT OF NET POSITION

As of June 30, 2020

	Jun 30, 20
Total Other Assets	318,551.00
TOTAL ASSETS	4,515,944.26
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · ACCOUNTS PAYABLE	(6,524.25)
Total Accounts Payable	(6,524.25)
Other Current Liabilities	
20100 · Accrued Insurance Payable	19,689.50
21000 · Deferred Revenue PTMISEA	31,357.85
21300 · Deferred Revenue LCTOP	85,801.00
21500 · Deferred Revenue Cal-OES	9,270.00
21600 · Unearned Revenue -STA	549,201.04
21700 · Unearned Revenue - LTF	108,810.00
21800 · Deferred Revenue SGR	59,479.11
22000 · Accrued Leave Balance	41,138.67
23000 · Accrued Payroll	11,358.42
23001.1 · Payroll Liabls Total	
25000 · CalPERS Classic Retirement	5,783.59
25020 · CalPERS 2@62	3,413.58
25100 · CalPERS 457 Plan	695.00
23001.1 · Payroll Liabls Total - Other	(82.89)
Total 23001.1 · Payroll Liabls Total	9,809.28
24020 · Medical	(1,504.09)
24021 · Aflac	(29.64)
24022 · TransAmerica	388.34
24030 · Dental Liab	(1,107.59)
24040 · Vision Liabl	(18.04)
24050 · Legal Shield Liabilities	(18.95)
Total Other Current Liabilities	923,624.90
Total Current Liabilities	917,100.65
Long Term Liabilities	
22400 · Pension Liability	1,054,073.00
26100 · Deferred Inflow Pension	72,860.00
Total Long Term Liabilities	1,126,933.00
Total Liabilities	2,044,033.65
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	167,033.19
Total Equity	2,471,910.61
TOTAL LIABILITIES & EQUITY	4,515,944.26

AMADOR TRANSIT

Annual Budget vs. Actual

June 2020= 100% of year

	Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
41000 · OPERATING REVENUE				
41100 · FIXED ROUTE REVENUE	63,621.20	94,000.00	-30,378.80	67.7%
41200 · DIAL-A-RIDE REVENUE	27,403.76	30,000.00	-2,596.24	91.3%
41250 · LOGISTICARE REVENUE	14,909.53	10,000.00	4,909.53	149.1%
41300 · SACRAMENTO SERV.CONTRACT	90,130.44	85,000.00	5,130.44	106.0%
Total 41000 · OPERATING REVENUE	196,064.93	219,000.00	-22,935.07	89.5%
42000 · NON-OPERATING REVENUES				
41350 · LCTOP Operating Funds	85,801.00	83,582.00	2,219.00	102.7%
42100 · LOCAL TRANSP FUND(LTF)	792,731.78	837,900.00	-45,168.22	94.6%
42250 · SGR Funds	0.00	61,176.00	-61,176.00	0.0%
42300 · 5311 Operating Assistance	218,210.00	218,210.00	0.00	100.0%
42400 · 5310 Expanded Mobility	56,048.00	113,213.00	-57,165.00	49.5%
42500 · ADVERTISING CONTRACT	59,888.50	70,000.00	-10,111.50	85.6%
42700 · STA -Capital Allocation	249,936.91	138,553.00	111,383.91	180.4%
44000 · REFUNDS & REIMBURSEMENTS				
44100 · Interest	104,732.42			
	248.19			
Total 42000 · NON-OPERATING REVENUES	1,567,596.80	1,522,634.00	44,962.80	103.0%
46500 · State Transit Income Prior FY	100,648.00			
Total Income	1,864,309.73	1,741,634.00	122,675.73	107.0%
Gross Profit	1,864,309.73	1,741,634.00	122,675.73	107.0%
Expense				
50010 · LABOR				
50100 · SALARIES & WAGES - Fixed Route	272,868.35	275,273.00	-2,404.65	99.1%
50200 · SALARIES & WAGES - DAR	70,995.50	75,948.00	-4,952.50	93.5%
50300 · MAINT. & FACILITIES WAGES	183,271.20	166,863.00	16,408.20	109.8%
50400 · ADMINISTRATIVE WAGES	205,982.75	205,851.00	131.75	100.1%
50500 · OTHER SALARIES & WAGES	115,182.60	104,244.00	10,938.60	110.5%
Total 50010 · LABOR	848,300.40	828,179.00	20,121.40	102.4%
51000 · BENEFITS				
51100 · FICA	11,784.15	12,300.00	-515.85	95.8%
51150 · PENSION PLAN (CalPERS)	145,182.78	142,000.00	3,182.78	102.2%
51200 · MEDICAL PLAN	58,186.04	62,250.00	-4,063.96	93.5%
51260 · DENTAL PLAN	4,956.15	5,603.00	-646.85	88.5%
51300 · VISION PLAN	1,085.60	1,200.00	-114.40	90.5%
51350 · WORKERS COMP INS	71,479.00	68,000.00	3,479.00	105.1%
51420 · DISABILITY INSURANCE	7,521.29	7,500.00	21.29	100.3%
51450 · UNEMPLOYMENT INSURANCE	4,720.28	9,500.00	-4,779.72	49.7%
51600 · UNIFORMS/WORK CLOTHES ALLOW	2,054.97	5,600.00	-3,545.03	36.7%
51650 · OTHER BENEFITS	2,060.00	3,000.00	-940.00	68.7%

AMADOR TRANSIT

Annual Budget vs. Actual

June 2020= 100% of year

	Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget
Total 51000 · BENEFITS	309,030.26	316,953.00	-7,922.74	97.5%
52000 · SERVICES & USER FEES				
52100 · VEHICLE TECH SERV-OUTSOURCE	19,222.84	35,000.00	-15,777.16	54.9%
52150 · PROPERTY MAINTENANCE SERVIC...	11,485.66	8,700.00	2,785.66	132.0%
52170 · CONTRACT IT SERVICES	278.08	1,050.00	-771.92	26.5%
52250 · LEGAL COUNSEL	860.00	1,000.00	-140.00	86.0%
52300 · ADVERTISING & MARKETING	13,027.49	12,000.00	1,027.49	108.6%
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)	632.22	826.00	-193.78	76.5%
52600 · PROFESSIONAL & TECH SERVICES	11,693.08	8,300.00	3,393.08	140.9%
52610 · Fees Bank, Merchant, Service	1,071.72	1,000.00	71.72	107.2%
Total 52000 · SERVICES & USER FEES	79,787.04	83,676.00	-3,888.96	95.4%
53000 · MATERIALS & SUPPLIES CONSUMED				
53100 · FUEL	108,874.05	145,000.00	-36,125.95	75.1%
53150 · TIRES	13,318.76	22,000.00	-8,681.24	60.5%
53200 · LUBRICATION	1,619.13	5,000.00	-3,380.87	32.4%
53250 · TOOLS	1,066.02	900.00	166.02	118.4%
53300 · VEHICLE MAINT-REPAIR PARTS	35,879.92	36,000.00	-120.08	99.7%
53350 · SHOP SUPPLIES (Consumables)	3,317.04	3,850.00	-532.96	86.2%
53400 · VEHICLE ACCESSORIES	991.61	800.00	191.61	124.0%
53425 · TOWING	2,951.25	4,000.00	-1,048.75	73.8%
53450 · FACILITIES MAINT/REPAIR PARTS	6,793.53	5,750.00	1,043.53	118.1%
53500 · TRANSIT CENTER SUPPLIES	902.57	950.00	-47.43	95.0%
53550 · OFFICE SUPPLIES	5,328.96	6,000.00	-671.04	88.8%
53650 · PRINTING (Schedules, Brochures)	8,399.66	8,500.00	-100.34	98.8%
53670 · COMPUTER PROGRAM & SUPPLIES	872.32	1,800.00	-927.68	48.5%
53700 · SAFETY & EMERGENCY SUPPLIES	3,437.56	600.00	2,837.56	572.9%
53750 · OTHER MATERIALS & SUPPLIES	576.36	750.00	-173.64	76.8%
Total 53000 · MATERIALS & SUPPLIES CONS...	194,328.74	241,900.00	-47,571.26	80.3%
54000 · UTILITIES				
54100 · AT WATER/SEWER/GARBAGE	4,701.38	5,000.00	-298.62	94.0%
54200 · AT -PGE/NATURAL GAS	2,325.71	4,250.00	-1,924.29	54.7%
54300 · TRANSIT CTR/WATER/SEWER/GARB	3,173.54	2,400.00	773.54	132.2%
54400 · TRANSIT CENTER-PGE	4,666.97	6,200.00	-1,533.03	75.3%
54450 · TRANSIT CENTER-INTERNET	1,983.28	2,300.00	-316.72	86.2%
54500 · OFFICE PHONES/FAX/INTERNET	5,659.16	5,350.00	309.16	105.8%
54550 · CELLULAR SERVICE	5,331.40	5,300.00	31.40	100.6%
54700 · Wi-Fi (Sacramento Bus)	575.88	850.00	-274.12	67.8%
Total 54000 · UTILITIES	28,417.32	31,650.00	-3,232.68	89.8%
56000 · CASUALTY & LIABILITY COSTS				
56100 · LIABILITY & PROPERTY DAMAGE I...	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)				

AMADOR TRANSIT

Annual Budget vs. Actual

June 2020= 100% of year

	Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget
58050 • DUES & SUBSCRIPTIONS	1,801.14	1,750.00	51.14	102.9%
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	1,328.67	1,750.00	-421.33	75.9%
58450 • CDL/ DOT MED/BkGrnd Checks	1,157.50	1,800.00	-642.50	64.3%
58500 • Penalties/Late Fees	127.05	200.00	-72.95	63.5%
58600 • Other Miscellaneous	962.97	600.00	362.97	160.5%
Total 58000 • MISCELLANEOUS (NEW)	6,859.15	9,100.00	-2,240.85	75.4%
59000 • LEASES / RENTALS				
59100 • Leases & Rentals	12,417.20	12,000.00	417.20	103.5%
Total 59000 • LEASES / RENTALS	12,417.20	12,000.00	417.20	103.5%
Total Expense	1,607,573.35	1,680,458.00	-72,884.65	95.7%
Net Ordinary Income	256,736.38	61,176.00	195,560.38	419.7%
Other Income/Expense				
Other Expense				
60000 • CAPITAL DEPRECIATION ALLOCATION				
60125 • Cap.Reserve-Equip.Depreciation	43,961.20	0.00	43,961.20	100.0%
60150 • Cap.Reserve-Buildg.Depreciation	16,195.70	0.00	16,195.70	100.0%
60175 • Cap.Reserve-Fleet Depreciation	1,190.11	0.00	1,190.11	100.0%
Total 60000 • CAPITAL DEPRECIATION ALLOCA...	61,347.01	0.00	61,347.01	100.0%
60700 • State of Good Repair Expenses	5,505.72			
Total Other Expense	66,852.73	0.00	66,852.73	100.0%
Net Other Income	-66,852.73	0.00	-66,852.73	100.0%
Net Income	189,883.65	61,176.00	128,707.65	310.4%

Amador Transit Customer Contact Record

Customer Info.	Name <u>Joe Bisayao (mother)</u>	
	Street	
	City <u>Plymouth</u>	Zip
	Telephone	
	Email	
Incident Data	Recorder's Initials <u>Mary Walker</u>	
	Location	
	Date	
	Time <u>during training... other day</u>	Run <u>Plymouth</u>
	Coach	
	Driver: <u>Fred</u>	

Customer's Remarks: When Fred was still driving the Plymouth on last week he drove by the Swabbies house. He waved at our DAE Clients who were on the porch. Joe was overjoyed at this. His mother called and

Operator's Reply: Expressed her appreciativeness.

Date Received: <u>7-17-20</u>	Date of Answer:
Received Via	Answer Needed
<input type="checkbox"/> Email	<input type="checkbox"/> Written
<input type="checkbox"/> Mail	<input type="checkbox"/> Email
<input checked="" type="checkbox"/> Telephone	<input type="checkbox"/> Verbal
<input type="checkbox"/> In Person	<input type="checkbox"/> No Answer Needed
	Kind of Contact
	<input type="checkbox"/> Complaint/Concern
	<input checked="" type="checkbox"/> Compliment
	<input type="checkbox"/> Suggestion
	<input type="checkbox"/> Service Request

Complaint Category

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



Serving Amador County Since 1977

SUBJECT: Amador Transit final draft of the Reserve Funds Transfer Policy

TO: Amador Transit Board of Directors
FROM: Patricia Maggie Amarant, General Manager
DATE: August 6, 2020

Recommendation: Review final draft of AT's Reserve Funds Transfer Policy

At the June 2020 board meeting, Amador Transit's Board of Directors reviewed, discussed, and recommended final updates and changes to the original Prudent Reserve Policy originated in 2015.

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 Board approval of final policy changes and approve Resolution.



RESERVE **FUNDS** **TRANSFER** **POLICY**

Revised June 2020

Summary

This Reserve Funds 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.

Introduction

The Reserve fund policies and practices of AT are based on prudent financial management. The primary goal of the Reserve Funds 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 provides a means for dealing with emergency or high-priority situations which could not otherwise be funded in the near term.

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 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 Reserve funds.

Approval for transferring Reserve Funds to Operating Cash

Each proposed request to transfer funds from Reserves to operating cash will be subject to Board approval. For each transfer request from Reserve funds, the Board will approve a resolution which will describe the need to transfer Reserve funds, the uses for which Reserve funds will be expended and the manner in which it will be replenished.

CAPITAL REPLACEMENT PROGRAM RESERVE FUND POLICY

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.

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

RESOLUTION NO. 20-04

Implementing: Amador Transit Reserve Funds Transfer Policy

A RESOLUTION of the Board of Directors for Amador Transit authorizing the General Manager to implement the Amador Transit Reserve Funds Transfer Policy.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Amador Transit that the Amador Transit Reserve Funds Transfer Policy is approved and the General Manager is directed and authorized to implement said plan.

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

ADOPTED by the Board of Directors of Amador Transit at a regular meeting thereof held on the 6th day of August 2020.

AYES:

NOES:

ABSENT:

Brian Oneto, Chairman
Amador Transit Board of Directors

ATTEST:

Felicia Bridges
Recording Secretary



Serving Amador County Since 1977

SUBJECT: Revision and update to Title VI Plan for 2020

TO: Amador Transit Board of Directors
FROM: Patricia M. Amarant, General Manager
DATE: August 6, 2020

RECOMMENDATION: *Review, approve and adopt the Amador Transit Title VI Plan updated per latest FTA regulations*

Beginning in December 2013, with FTA Circular C4702.1B, the Federal Transit Administration has required that all recipients of Section 5310 and 5311 (which under MAP-21 includes the former 5316 and 5317) to revise current Title VI Plans to continue to be in compliance with the directives of FTA Circular C47023.1B

To continue eligibility for federal project grants, Caltrans is requiring subrecipients to submit an updated Title VI Plan every three years.

Staff requests Board review, approve and adopt updates to AT's Title VI Plan and Resolution.

TITLE VI POLICY

Section II

Limited English Proficiency Plan

Amador Transit

~~June 2017~~

August 2020

TITLE VI COORDINATOR

Patricia M. Amarant, General Manager

11400 American Legion Drive, Jackson CA 95642

209-267-9395



SECTION 2: TITLE VI LIMITED ENGLISH PROFICIENCY (LEP) PLAN

INTRODUCTION

This Limited English Proficiency (LEP) Plan has been prepared to address the Amador Transit responsibilities as a recipient of federal financial assistance as they relate to the needs of individuals with limited English language skills. The plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964, Federal Transit Administration Circular 4702.1A dated May 13, 2007, which states that no person shall be subjected to discrimination on the basis of race, color or national origin.

Executive Order 13166, titled Improving Access to Services for Persons with Limited English Proficiency, indicates that differing treatment based upon a person's inability to speak, read, write or understand English is a type of national origin discrimination. It directs each federal agency to publish guidance for its respective recipients clarifying their obligation to ensure that such discrimination does not take place. This order applies to all state and local agencies which receive federal funds.

PLAN SUMMARY

Amador Transit is the only public transit operator in Amador County; located in the western slopes of the Sierra's. Amador Transit has developed this LEP Plan to help identify reasonable steps for providing language assistance to persons with limited English proficiency who wish to access services provided by Amador Transit. As defined in Executive Order 13166, LEP persons are those who do not speak English as their primary language and have limited ability to read, speak, write or understand English.

This plan outlines how to identify a person who may need language assistance, the ways in which assistance may be provided, staff training that may be required and how to notify LEP persons that such assistance is available.

In order to prepare this plan, Amador Transit undertook the U.S. Department of Transportation (U.S. DOT) four-factor LEP analysis which considers the following factors:

1. The number or proportion of LEP persons in the service area who may be served or are likely to encounter an Amador Transit program, activity or service.
2. The frequency with which LEP persons encounter Amador Transit programs, activities or services.
3. The nature and importance of programs, activities or services provided by Amador Transit to the LEP population.
4. The resources available to Amador Transit and overall costs to provide LEP assistance.

A summary of the results of the Amador Transit four-factor analysis is in the following section.

FOUR-FACTOR ANALYSIS

1. The number or proportion of LEP persons in the service area who may be served or are likely to encounter an Amador Transit program, activity or service.

Amador Transit staff reviewed the ~~2010~~ 2019 U.S. Census Data and it reported that of the ~~37,035~~ 39,752 persons in Amador County, ~~5,913~~ 4,174 persons in Amador County (16.02% 10.5% of population) may speak a language other than English. In Amador County, there is no mechanism or methodology (including US Census Data) in place, to determine of those persons who speak another language, how many have limited English proficiency; that is, they speak English “not very well”.

In Amador County of those persons speaking other languages, ~~4,703~~ 5,724 (12.7% 14.4% of the total population) speak Spanish; the remaining are as follows:

- ~~444~~ 676 Asian American 1.2% 1.7% of the total population
- ~~777~~ 914 Native American 2.1% 2.3% of the population
- ~~7~~ 12 Native Hawaiian or other Pacific Islander .02% .03% of the population

The ~~2010~~ 2019 U.S. Census data does report that in Amador County “Language Other Than English Spoken At Home” is ~~3,296~~ 4,174 persons (8.9% 10.5% of the population). In Amador County, Spanish is the primary language spoken other than English and the other languages reported are less than 1% of the population.

To assure that no discrimination be effected by Amador Transit, it is “**assumed**” that the ‘Language Other Than English Spoken At Home’ (8.9% 10.5% of the population) is

primarily Spanish and “**could**” indicate having limited English proficiency; that is, they speak English “not very well”.

2. The frequency with which LEP persons come in contact with Amador Transit programs, activities or services.

Amador Transit assessed the frequency with which staff and driver have, or could have, contact with LEP persons. This included documentation of telephone inquiries and surveying bus operators for requests for interpreters and translated documents. To date, very limited LEP contacts have been made.

Over a six (6) month survey period, results were as follows:

General Service Calls: 2

On Board driver requests: 1

What is notable, in this instance, is that dispatch staff only indicates taking between two (2) to three (3) calls during the same survey period as the driver survey period.

Regardless of this information, Amador Transit continues to incorporate bilingual staff as much as practicable, work with local community service agencies that can identify LEP person traffic and ensure that language assistance information is posted in high volume areas such as; buses, website and administration offices.

3. The nature and importance of programs, activities or services provided by Amador Transit to the LEP population.

The largest geographic concentration of potential LEP individuals in the Amador Transit service area are Spanish. Three (3) concentrated areas having significant percentages of the population identified as Hispanic are: River Pines, Fiddletown and Camanche. All of these remote communities are outside of the Amador Transit service area. However, services provided by Amador Transit most likely to encounter LEP individuals are the fixed route system which serves the general public and potentially the Amador Transit Dial-A-Ride program which services elderly and persons with disabilities when LEP individuals come to the major shopping areas of the county within the Amador Transit service area.

The majority of Amador Transit’s ridership are “transit dependent” riders. Choice ridership is mostly limited to the Sacramento Commuter Service.

It is also possible that Amador Transit will encounter LEP individuals at the Amador Transit offices where passes are sold, on-board the bus and especially at community outreach events.

4. The resources available to Amador Transit and the overall cost to provide LEP assistance.

Amador Transit is well equipped to provide LEP assistance. Administration staff has a bilingual person who currently translates Amador Transit public information to Spanish. The Title VI Policy Statement, Complaint Form, Complaint Process and Timeline is currently posted in both English and Spanish in the Administration offices, on all of the buses, in the major shelter areas and on our web site in both English and in Spanish. The plan in its entirety is posted on our web site.

For outreach events, Amador Transit currently translates all outreach materials such as its Dial-A-Ride Program, Tips for Riding the Bus and other documentation in Spanish. This information is also on the Amador Transit website.

In addition, Amador Transit has on staff a bilingual coach operator and administration employee; who are utilized for services provided to special events where potential for LEP population may be contacted.

Amador Transit continues to assess and improve its available resources by partnering with other social services agencies within the county to see out LEP persons, improve outreach and translation efforts.

LIMITED ENGLISH PROFICIENCY (LEP) PLAN OUTLINE

LANGUAGE ASSISTANCE

How Amador Transit identifies an LEP person who needs language assistance:

1. AT examined records to see if requests for language assistance have been received in the past at meetings or over the phone. Determine whether language assistance may be needed at future meetings.
2. Have bilingual staff available at Amador Transit events. This staff person will engage persons in conversation to assist in determining attendee's ability to speak and understand English.
3. Census Bureau Language ID Flashcards are available at Amador Transit meetings, to assist in identifying any language assistance that may be needed for to identify language assistance needs for future meetings and events.
4. Census Bureau Language ID Flashcards are in all driver bags to assist bus operators in identifying specific language assistance needs of passengers. When riders with LEP are encountered, vehicle operators are instructed to try to obtain contact information to give to Amador Transit management for follow-up.

5. Survey bus operators, dispatchers and management staff regarding any contact with LEP persons during the previous year.
6. Amador Transit has posted notice of its LEP Plan and the availability of interpretation and translation services available free of charge in languages LEP person would understand in the administration office, on buses and at all major transit shelters.

Language Assistance Measures

Although there is a very low percentage in the Amador Transit service area of LEP individuals, that is persons who speak English “not well” or “not at all”, Amador Transit continues to offer the following measures.

1. Provide bilingual staffing to provide Spanish-speaking interpretation at its Administrative Office for transit questions and trip planning.
2. Continues to network with local human service organizations that provide services to LEP individuals and seek opportunities to provide information on Amador Transit services.
3. Have placed statements in notices and publications that Spanish interpreter services are available for meetings, with seven (7) days advance notice.
4. Perform ongoing surveys of bus operators, dispatchers and management staff of their experience concerning any contacts with LEP persons.
5. Provided Language ID Cards to all bus operators, dispatch/customer service personnel and road supervisor personnel to assist in identification of LEP persons.
6. Posted the Amador County Title VI Policy Statement on the Amador Transit webpage, in all vehicles, major shelters, transit center and in the administrative offices reception area.
7. Provides travel training to LEP individuals through bilingual staff.
8. Includes “Spanish a Plus” on bus operator recruitment ads.

STAFF TRAINING

The following has been provided to Amador Transit staff:

1. Training on the Amador Transit Title VI Procedures and LEP responsibilities.
2. Information and training on the language assistance available by Amador Transit to the public.
3. Provided to and trained staff on the use of Language Identification Flashcards and subsequent notification of management staff for follow-up.
4. Document all language assistance requests whether by telephone, in-person or onboard Amador Transit vehicles.
5. How to handle a potential Title VI Complaint.

Note: All contractors or subcontractors performing work for Amador Transit are required to follow the Title VI/LEP guidelines.

OUTREACH TECHNIQUES

In order to ensure that LEP individuals are aware of Amador Transit's language assistance measures, Amador Transit provides the following:

- ✓ Spanish Translation Schedules on the Amador Transit Webpage.
- ✓ Spanish Translation Dial-A-Ride Program Brochures, applications and Users Guides
- ✓ Spanish Translation contact information, phone and e-mail, posted on the Amador Transit website home page.
- ✓ Bilingual staff during office hours for in-person or phone customer service at the administration offices and a bilingual bus operator for special events.
- ✓ Spanish Translation of "How to Ride the Bus" brochure.
- ✓ Title VI Policy Statement in Spanish in the administration office reception area, the transit center, on-board all buses and in major shelters.
- ✓ Spanish Translation of all Rider Alerts.
- ✓ Amador Transit Fare Structure – Spanish Translation.
- ✓ Passenger Code of Conduct – Spanish Translation.

Additionally, when staff prepares documents or schedules a meeting, for which the target audience is expected to include LEP individuals, then documents, meeting notices, flyers and agendas will be printed and posted in alternative languages based on the known LEP population. These notices will be posted in the following locations:

- ✓ Amador Transit Administration Offices
- ✓ Amador Transit Buses
- ✓ Sutter Hill Transit Center
- ✓ Amador Transit website
- ✓ Local Outreach dissemination services (this service reaches 75+ social service agencies', non-profit agencies' and church groups within Amador County)

As necessary, these notices are posted with local stakeholders, community centers and affected route major transfer points. Bilingual staff is available as needed.

MEANINGFUL ACCESS AND "SAFE HARBOR" PROVISION

Amador Transit has adopted the Department of Justice's Safe Harbor Provision, which outlines circumstances that can provide a "safe harbor" for recipients regarding

translation of written materials for LEP populations. The Safe Harbor Provision stipulates that, if a recipient provides written translation of vital documents for each eligible LEP language group that constitutes five percent (5%) or 1,000 persons, whichever is less, of the total population of person eligible to be served or likely to be affected or encountered, then such action will be considered strong evidence of compliance with the recipients' written translation obligations. Translation of non-vital documents, can be provided orally, if needed.

MONITORING AND UPDATING THE LEP PLAN

Amador Transit continues to update the LEP plan as required by the U.S. DOT, every three (3) years or when it is clear that higher concentrations of LEP individuals are present in the Amador Transit service area, and when the 2020 U.S. Census Data is available.

Updates include the following:

- The number of documented LEP person contacts encountered annually.
- How the needs of LEP persons have been addressed.
- Determination of the current LEP population in the service area.
- Determination as to whether the need for translation services has changed.
- Determine whether the Amador Transit translation services offered have been effective and sufficient to meet the need.
- Determine whether Amador Transit's financial resources are sufficient to fund language assistance resources needed.
- Determine whether Amador Transit has fully complied with the goals of this LEP Plan.
- Determine whether complaints have been received concerning the agency's failure to meet the needs of LEP individuals.
- Maintain the monitor a Title VI complaint log, including LEP to determine issues and basis of complaints.

DISSEMINATION OF AMADOR TRANSIT'S LEP PLAN

The Amador Transit LEP Plan, Title VI Policy and Complaint Procedures and How to File a Complaint with Timeline is included on the Amador Transit website at www.amadortransit.com.

Any person or agency with internet access will be able to access and download the plan from the Amador Transit website. Alternatively, any person or agency may request a copy of the plan via telephone mail or in person and shall be provided a copy at no cost. LEP individuals may request copies of the plan in translation, which Amador Transit will provide, if feasible.

Questions or comments regarding the LEP Plan may be submitted to Amador Transit's General Manager:

**Amador Transit
General Manager
11400 American Legion Drive
Jackson, CA 95642**

**Phone: 209-267-9395
E-Mail: info@amadortransit.com**



TITLE VI POLICY AND COMPLAINT PROCEDURES AMADOR TRANSIT

~~June 2017~~
August 2020

**TITLE VI COORDINATOR
Patricia M. Amarant, General Manager
11400 American Legion Drive, Jackson CA 95642
209-267-9395**



SECTION 1: TITLE VI PROGRAM POLICY AND COMPLAINT PROCEDURES

POLICY

Amador Transit is committed to ensuring that no person is excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any of its programs, activities, or services on basis of race, color, or national origin. All persons, regardless of their citizenship, are covered under this regulation. In addition, Amador Transit prohibits discrimination based on race, color, or national origin identity in its employment and business opportunities.

Amador Transit will not condone retaliation against an individual for his/her involvement in asserting his/her rights pursuant to Title VI because he/she filed a complaint or participated in an investigation under Title VI and/or this regulation.

As a Federal Transit Administration (FTA) fund recipient, Amador Transit ensures that its programs, policies and activities comply with the Department of Transportation (DOT) Title VI Regulations of the Civil Rights Act of 1964.

Amador Transit ensures that the level and quality of its transportation service is provided without regard to race, color, or national origin.

Amador Transit promotes the full and fair participation of all affected populations in the transportation decision-making process, *by conducting the following meetings and/or workshops:*

- *Coordinated Public Transit Plan workshops*
- *Bi-monthly SSTAC meetings*
- *Amador Transit monthly board meetings*
- *Bus Route Committee workshops*
- *Triennial Performance Audit workshops*

The participants at these meetings include representatives from all social service agencies of Amador County, Amador Transit, ACTC, business owners and members of the public. The Social Services Technical Advisory Council (SSTAC) is an advisory committee to the Amador County Transportation Commission (ACTC) on matters pertaining to the transit needs of transit dependent and transit disadvantaged persons. The SSTAC also works to coordinate transit services needed or provided by different agencies and organizations to eliminate duplication of service, create efficiencies, and save public funds. The SSTAC's input shall be considered in and made an integral part of the Commission's annual "unmet transit needs" hearing and findings process.



Amador Transit makes a good faith efforts to achieve environmental justice as part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, activities and services on minority populations and low-income populations within Amador Transit's service area as provided herein.

Amador Transit ensures that Limited English Proficient (LEP) individuals have access to Amador Transit's programs, activities, and services.

BODY	CAUCASIAN	LATINO	AFRICAN AMERICAN	ASIAN AMERICAN	NATIVE AMERICAN
Social Services Transportation Advisory Council	98%	1%	0%	0%	2%
Amador Transit Board Members	100%	0%	0%	0%	0%

The Amador Transit Board members are all elected members with only one public appointed member.

**See Title VI LEP Plan Section II for LEP analysis for Amador County's Census data*

The Amador Transit General Manager is responsible for implementing this policy. The Amador Transit Title VI will be posted on the agency website, within the administrative offices, within vehicles and at high demand stops throughout the system.

The Regulation shall be maintained in English and Spanish.

COMPLAINT/LAWSUITS AND APPEALS

How to File a Title VI Complaint with Amador Transit: Any person who believes that he/she, or as a member of any specific class of individuals, has been subjected to discrimination on the basis of race, color, or national origin with respect to Amador Transit's programs, activities, services or other transit related benefits, may file a written complaint with Amador Transit. A complaint may be filed by the individual or by a representative. A complaint must be filed within 180 days after the date of the alleged discrimination, but complainants are encouraged to submit complaints as soon as possible. **Amador Transit will promptly investigate all complaints filed under Title VI, pursuant to this Regulation.**



Complaint must include the following information:

- a) A complaint must be in writing; signed and dated by the Complainant or his/her representative before any action can be taken.
- b) A complaint shall state, as fully as possible, the facts and circumstances surrounding the alleged discrimination, including the name and address of the complainant, the date, time and location of the incident. The complaints shall include a description of the program, activity or service on which the alleged discrimination occurred.

A *Complaint Form* (Attachment B) can be used to file a Title VI complaint with Amador Transit. A *Complaint Form* is made in an accessible format upon request. A *Complaint Form* can be obtained at:

- a) Amador Transit's website www.amadortransit.com
- b) By call Amador Transit at (209) 267-9395 and a *Complaint Form* will be mailed to you.
- c) By picking up a *Complaint Form* at 11400 American Legion Drive, Jackson CA 95642.

If the complaint is received by anyone besides Amador Transit's Manager, the individual in receipt of the complaint shall forward it to the General Manager or his/her designee as soon as practicable but no later than two (2) working days of receipt. The General Manager shall immediately provide a copy of the complaint to the Chair of the Board of Directors of the program, activity or service that is identified as being out of compliance.

Amador Transit's Procedures for Investigating Complaints

The General Manager or his/her designee shall promptly investigate the alleged complaint and shall prepare a written response as soon as practicable, but no later than ten (10) working days of his/her receipt of the complaint. The General Manager or his/her designee may consult with appropriate staff in the preparation of his/her response to the complaint.

Efforts to Contact Complainant

The General Manager or his/her designee shall make efforts to speak (meeting or telephone conversation) with the complainant, at which time the complainant may give written or oral evidence supporting the allegation that his/her rights under Title VI have been violated. The General Manager or his/her designee shall review and consider the



all the information provided by the complainant, if any, and any other evidence available regarding the allegations of the complaint. The General Manager or his/her designee shall prepare a written report of his/her findings and if corrective action(s) is required; and a timetable for the completion of such action.

Completion of Investigation

As soon as it is practicable, but no later than twenty (20) working days following receipt of the initial complaint, the General Manager or his/her designee shall inform the complainant of his/her finding and any corrective action to be taken as a result of the complaint together with the timetable for completion of such action.

Appeal to Chair

If the complainant is not satisfied with the findings and/or action of Amador Transit's Manager or his/her designee, then the complainant may file his/her complaints to the Chair of the Board of Director's or with the FTA's Office of Civil Rights.

Appeal Process

If the complainant chooses to file his/her complaint with the Chair of the Board of Directors, then the complaint and any supporting documentation should be submitted within five (5) working days of his/her receipt of the results of the General Manager's investigation, with the Chair of the Board of Directors by providing it to the General Manager at the Amador Transit Administrative Offices. Upon review of the file, the Chair of the Board of Directors shall notify the complainant of what actions, if any, will be taken as a result of the review by the Chair within ten (10) working days of the Chair's notification that the complainant is not satisfied with the results of the General Manager's investigation. The decision of the Chair of the Amador Transit Board of Directors shall be final.

Timeline Waiver

Any timeline set forth herein may be extended by the General Manager upon a showing of good cause.

APPLICABILITY

This policy is applicable to all Amador Transit employees, members of the public and all contractors hired by Amador Transit.

Failure of an Amador Transit employee to follow this policy and procedure shall subject such employee to disciplinary action up to and including employment termination.



DEFINITIONS

“Adverse Effect” means having a harmful or undesired effect.

“Discrimination” refers to any act or inaction, whether intentional or unintentional, in any program or activity of a Federal aid recipient, sub recipient, or contractor that results in disparate treatment, disparate impact, or perpetuates the effects of prior discrimination based on race, color, national origin, age, sex, sexual orientation or gender identity.

“Gender Identity” refers to an individuals’ gender, or lack thereof, a person self identifies with. It is not necessarily based on biological fact, either real or perceived, nor is it always based on sexual orientation. The gender identities one may choose from include male, female, both, somewhere in between.

“Limited English Proficient (LEP) Persons” are individuals for whom English is not their primary language and who have a limited ability to speak, understand, read or write English. It includes people who reported to the US Census that they do not speak English well or do not speak English at all.

“Low-Income Population” means any readily identifiable groups of low-income individuals who live in geographic proximity and if circumstances warrant, geographically dispersed transient persons (such as migrant workers or Native Americans) who will be similarly affected by a proposed DOT program, policy or activity.

“Minority Individuals”

1. *American Indian and Alaska Native*, which refers to people having origins in any of the original peoples of North and South American (including Central America) and who maintain tribal affiliations or community attachment.
2. *Asian*, which refers to people having origins in any of the original peoples of the Far East, Southeast Asia or the Indian subcontinent.
3. *Black or African American*, which refers to people having origins in any of the Black racial groups of Africa.
4. *Hispanic or Latino*, which includes people of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
5. *Native Hawaiian and Other Pacific Islanders*, which refers to people having origins in any of the original people of Hawaii, Guam, Samoa or other Pacific Island.



“National Origin” means the particular nation in which a person was born, or where the person’s parents or ancestors were born.

“Race” means a group of people united or classified together on the basis of common history, nationality or geographic distribution.

“Recipient” means one that has received or is receiving Federal Financial assistance under the Acts. The term includes subrecipients of a recipient and subrecipients in FTA’s State administered programs.

“Retaliation” any adverse action taken against another individual because of his/her participation in the complaint, investigation, or hearing relating to this policy or the provision of federal or state law.

“Vital Documents” are documents that convey information that critically affects the ability of the customer to make informed decisions about his/her participation in the program (e.g., public notices, consent forms, complaint forms, eligibility rules, notices pertaining to the reduction, denial or termination of services or benefits, right to appeal and notices informing customers of the availability of free language assistance.

GENERAL REQUIREMENTS AND GUIDELINES

Amador Transit carries out its programs, activities and services in compliance with Title VI of the Civil Rights Act of 1964. Amador Transit or any of its employees will not, on the grounds of race, color or national origin exclude any person from participating in, deny the benefits of, or subject him/her to discrimination under any of Amador Transit’s programs, services or activities.

Amador Transit or any of its employees will not, on the grounds of race, color or national origin.

- a) Provide any service, financial aid or benefit that is difference from that provided to others;
- b) Subject an individual to segregation or separate treatment;
- c) Restrict an individual in the enjoyment of any advantage or privilege enjoyed by others;
- d) Deny any individual service, financial aid, or benefits under any of Amador Transit’s programs, services or activities;



- e) Treat individuals differently in terms of whether they satisfy administration or eligibility requirements;
- f) Deny an individual the opportunity to participate as a member of a planning or advisory body.

Amador Transit evaluates significant system-wide service and fare changes and proposed improvements at the planning and programming states to determine whether these changes have a discriminatory impact on low-income and Limited English Proficient individuals. This applies to major service changes that affect 25% of service hours of a route.

Amador Transit holds at least one Board Meeting every month to ensure that all individuals are afforded an opportunity to participate in transportation decisions.

Amador Transit's maintains a list (a minimum of four year in active status) of any Title VI investigations, complaints or lawsuits filed which allege Amador Transit discriminated against a person or group on the basis of race, color or national origin. This list will include:

- a) The date the investigation, complaint or lawsuit was filed;
- b) A summary of the allegation(s);
- c) The status of the investigation, complaint or lawsuit; and
- d) Any actions or corrective actions taken by Amador Transit in response to the investigation, complaint or lawsuit.

LIST OF TITLE VI COMPLAINTS SEE APPENDIX "A"

Amador Transit keeps the public informed of the protections against discrimination afforded to them by Title VI and Amador Transit's obligations under Title VI by posting this policy, or a *Title VI Policy Statement* (Appendix A) and associated English and Spanish *Complaint Forms*, on the Amador Transit website at www.amadortransit.com. *Title VI Policy Statement* (Appendix A) will be posted in English and Spanish at Amador Transit. In addition, *Title VI Policy Statements* (Appendix A) and *How To File a Complaint with associated Timeline* (Appendix A) will be posted in the administration office, vehicles and major passenger stops.

Amador Transit takes responsible steps to ensure meaningful access to the benefits, services, information and other important portions of its programs, activities and services for individuals who are Limited English Proficient (LEP).



Amador Transit provides information, upon request from FTA, in order to investigate complaints of discrimination or to resolve concerns about possible noncompliance with Title VI.

Amador Transit ensures that minority and low-income individuals have meaningful access to Amador Transit's programs, activities and services.

Amador Transit will submit its Title VI Program to the FTA's regional civil right officer one every three (3) years to ensure compliance with Title VI Requirements.

ENVIRONMENTAL JUSTICE REQUIREMENTS

Amador Transit has integrated an environmental justice analysis into its National Environmental Protection Act (NEPA) documentation of construction projects. Amador Transit is not required to conduct environmental justice analyses of projects where NEPA documentation is not required. Amador Transit will consider preparing an environmental assessment (EA) or environmental impact statement (EIS) to integrate into its documents the following components:

- a) A description of the low-income and minority population within the study area affected by the project and a discussion of the method used to identify this population (e.g., analysis of Census data, direct observation or a public involvement process);
- b) A discussion of all adverse effects of the project both during and after construction that would affect the identified minority and low-income populations;
- c) A discussion of all positive effects of the project that would affect the identified minority and low-income populations, such as improvements in transit service mobility or accessibility;
- d) A description of all mitigation and environmental enhancement actions incorporated into the project to address the adverse effect, including, but not limited to, any special features of the relocation program that go beyond the requirements of the Uniform Relocation Act and address adverse community effects such as separation or cohesion issues; and the replacement of the community resources destroyed by the project
- e) A discussion of the remaining effects, if any, and why further mitigation is not proposed; and



- f) For projects that traverse predominantly minority and low-income and predominantly non-minority and non-low-income areas, a comparison of mitigation and environmental enhancement actions that affect predominantly low-income and minority areas with mitigation implemented in predominantly non-minority or non-low-income areas.

LIMITED ENGLISH PROFICIENT (LEP) INDIVIDUALS AND PUBLIC PARTICIPATION REQUIREMENTS

Amador Transit seeks out and considers the viewpoints of minority, low-income and Limited English Proficient (LEP) populations in the course of conducting public outreach and involvement activities. Amador Transit's public participation strategy offers early and continuous opportunities for the public to be involved in the identification of social, economic and environmental impacts of proposed transportation decision.

Amador Transit ensures that individuals have access to its programs, activities and services by developing and carrying out the language plan herein. Amador Transit will continually assess the language assistance needs of the population to be served.

Amador Transit uses the following four factors to determine what measures must be undertaken to provide reasonable and meaningful access to LEP individuals.

- a) Languages likely to be encountered and the number or proportion of LEP person in the eligible service population likely to be affected by the program, activity or service.
- b) Frequency with which LEP individuals come into contact with Amador Transit's programs, activities and services.
- c) Importance of the program, activity or service provided by Amador Transit to LEP individual's lives.
- d) Resources needed to provide effect language assistance and costs.

ORAL LANGUAGE ASSISTANCE

Amador Transit maintains bilingual staff to provide Spanish-speaking interpretation at its Administrative office to assist with customer service for basic transit questions and trip planning assistance and employees' bilingual drivers to assist passengers on board the buses.



How to File a Title VI Complaint with FTA

Any person who believes that he/she or as a member of any specific class of individuals, has been subjected to discrimination on the basis of race, color, or national origin, with respect to Amador Transit's programs, activities or series, or other transit related benefits, may file a written complaint with the FTA. A complaint may be filed by the individual or by a representative. A complaint must be filed within 180 days after the date of the alleged discrimination. FTA will promptly investigate all complaints filed under Title VI in accordance with DOT regulations 49 CFR 21.11(b) and 21.11 (c).

A complaint must include the following information:

- a) A complaint must be in writing and signed and dated by the complainant or his/her representative before any action can be taken. In cases where a complainant is unable or incapable of providing a written statement, bus wishes FTA or DOT to investigate alleged discrimination, a verbal complaint of discrimination may be made to the FTA Director, Office of Civil Rights. If necessary, the Civil Rights Official will assist the person in converting the verbal complaint into writing. All complaints must, however, be signed by the complainant or his/her representative.

FTA Civil Rights Office Address:

Federal Transit Administration Office of Civil Rights
Attn: Title VI Program Coordinator
East Building, 5th Floor – TCR
1200 New Jersey Avenue, S.E.
Washington, DC 20590
TTY: 1-800-877-8339
Voice: 1-866-377-8642
FTA.ADAAssistance@dot.gov

- b) A complaint shall state, as fully as possible, the facts and circumstances surrounding the alleged discrimination, including the date, time and location of the incident. The complaint shall include a description of the program, activity or service on which the alleged discrimination occurred.

Complaint Acceptance

Once the complaint has been accepted, FTA will notify Amador Transit that it has been subject to a Title VI complaint and as Amador Transit to respond in writing to the complainant's allegations. Once the complainant agrees to release the complaint to Amador Transit, FTA will provide Amador Transit with the complaint. FTA may choose to close a complaint if the complainant does not agree to release the complaint to Amador Transit. FTA strives to complete a Title VI complaint investigation within 180 days of the



acceptance date of a complaint.

Investigations

FTA will make a prompt investigation whenever a compliance review, report, complaint or any other information indicates a possible failure to comply with Title VI Regulations. FTA's investigation will include a review of the pertinent practices and policies of Amador Transit, the circumstances under which the possible noncompliance occurred and other factor relevant to a determination as to whether Amador Transit has failed to comply with Title VI regulations.

Following the investigation, FTA's Office of Civil Rights will transmit to the complainant and Amador Transit one of the following three (3) letters based on its finding:

- a) **Letter of Resolution**: This explains the steps that Amador Transit has taken or promises to take to come into compliance with Title VI.
- b) **Letter of Finding (Compliance)**: Which explains that Amador Transit is found to be in compliance with Title VI? This letter will include an explanation of why Amador Transit was found to be in compliance and provide notification of the complainant's appeal rights.
- c) **Letter of Finding (Noncompliance)**: Which explains that Amador Transit is found to be in noncompliance? This letter will include each violation referenced, the applicable regulations, a brief description of proposed remedies, notice of the time limit on the conciliation process, the consequences for failure to achieve voluntary compliance and an offer of assistance Amador Transit in devising a remedial plan for compliance.

Appeals Process

The letters of finding and resolution will offer the complainant and Amador Transit the opportunity to provide additional information that would lead FTA to reconsider its conclusions. FTA requests that the parties in the complaint provide this additional information within sixty (60) days of the date of the FTA letter of finding. FTA's Office of Civil Rights will respond to an appeal either by issuing a revised letter of resolution or finding to the appealing party, or by informing the appealing party that the original letter of resolution or finding remains in force.

DEFICIENCIES WITH TITLE VI COMPLIANCE

Compliance Reviews will be conducted periodically by FTA, as part of its ongoing responsibility pursuant to its authority under 49 CFR 21.11(a).



If FTA determines that Amador Transit is in noncompliance with Title VI, it will transit a *Letter of Finding* that describes FTA's determination and request that Amador Transit voluntarily take corrective actions(s) which FTA deems necessary and appropriate.

Amador Transit will submit a remedial action plan including a list of planned corrective actions and, if necessary, sufficient reasons and justification for FTA to reconsider any of its findings or recommendations within thirty (30) days of receipt of FTA's *Letter of Finding*.

ADMINISTRATION OF REGULATION

Amador Transit has integrated the provisions within its Title VI Program into all programs, activities and services provided by Amador Transit.

Amador Transit has integrated the Title VI Program into its policies and procedures.



APPENDIX "A"
LIST OF TITLE VI INVESTIGATIONS, COMPLAINTS OR LAWSUITS

DATE	October 28, 2015
SUMMARY	Complainant alleged denial of full or equal accommodations on our transit system due to his disability. Complainant was denied accommodation on our service due to overwhelming body odor and poor hygiene which is in violation of AT Passenger Code of Conduct. In fact, several attempts were made by AT management to aid the complainant with receiving social service assistance with personal hygiene and care, he refused every attempt stating he lived independently.
STATUS	Case was successfully Settled by Mediation – Voluntary on Feb 01, 2016
ACTION	Interactive Training with employees to review disability discrimination and prevention and a personal apology to the Complainant.

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

RESOLUTION NO. 20-05

Implementing: Title VI Policy, As Revised August 6, 2020

A RESOLUTION of the Board of Directors for Amador Transit authorizing the General Manager to implement the Title VI Policy as revised on August 6, 2020

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Amador Transit that the Title VI Policy as revised on August 6, 2020, is approved and the General Manager is directed and authorized to implement said plan.

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

ADOPTED by the Board of Directors of Amador Transit at a regular meeting thereof held on the 6th day of August 2020.

AYES:

NOES:

ABSENT:

Brian Onreto, Chairman
Amador Transit Board of Directors

ATTEST:

Felicia Bridges
Recording Secretary



Serving Amador County Since 1977

SUBJECT: State of Good Repair Funds (SGR) 2020/2021 Project List

TO: Amador Transit Board of Directors
FROM: Patricia Maggie Amarant, General Manager
DATE: August 6, 2020

RECOMMENDATION: *Review and Approve Proposed Project List for 2020-21 State of Good Repair funds*

The State Controller's office has released the 2020-21 estimates for all regional entities. Amador Transit apportioned fund amount for FY20/21 is estimated at \$55,223. Staff is submitting the proposed project list for review and approval.

The SGR guidelines state that each agency's project list can be modified in accordance to local needs and priorities. By submitting a modification request of the project list to the SGR department for approval, funds can be expended on another priority project.

The SGR team at Caltrans have improved the online website (CalSMART) for SGR project submittal and reporting, and now agencies are able to move cost savings from prior funded and completed projects using these available funds for future projects.

Staff requests approval of proposed FY20/21 projects for submittal to Caltrans by the application due date of September 1, 2020.

**Amador Transit (SGR) State of Good Repair
Proposed Project List for FY 20/21 Funding**

FUNDING YEAR	FY 20/21	Allocation 99313	Allocation 99314	ESTIMATED FUNDING BALANCES
	SCO Estimate of Allocated SGR Funds	\$53,108.00	\$2,115.00	\$55,223.00
	Balance Carry Over FY 19/20	\$18,205.38	\$0.00	\$18,205.38
	TOTAL	\$71,313.38	\$2,115.00	\$73,428.38
PROPOSED PROJECTS	DESCRIPTION			Estimated Expenditure Amount
Data Integrity and Security	IT Fees - Data Security-Network Support x 2 yrs			\$42,740.00
Fleet Communications Service	Fleet Radio Fees x 2 yrs			\$14,553.60
Fleet Safety Maintenance	Fleet GPS Fees x 2 yrs			\$9,575.00
Fleet Communications Service	Google Maps GTFS (General Transit Feed Specification) Fees x 2 yrs			\$4,000.00
				Projected Funds Carry Over
	Estimated Project Expenditures			\$70,868.60
				\$2,559.78

Amador Transit (SGR) State of Good Repair Project Report

Expenditures/Balances

FUNDING YEAR		FY17/18				NOTES	
		Allocation 99313	Allocation 99314	AMT SPENT 99313	AMT SPENT 99314	Amt Recvd to Date	
		\$51,227.68	\$2,718.81			\$53,946.49	Fully Funded
PROJECT	DESCRIPTION	AMT SPENT 99313	AMT SPENT 99314	Original Estimated	NOTES		
Bus Shelter Rehab	Replace damaged plastic bus shelter roofs with metal-solar lighted roofs						
I-Stop Solar Battery Replacement	Replace damaged I-Stop Solar Batteries	\$33,108.82		\$35,700.00	Completed		
Admin Bldg. Parking Lot Light Rehab	Replace old Sodium Halide lights with energy-efficient LED		\$396.30	\$2,715.00	Completed		
Transit Center Parking Lot light Rehab	Replace old Sodium Halide lights with energy efficient LED			\$1,500.00	CANCELLED		
Maintenance Shop exterior lighting replacement	Old Metal Halide lights replace with energy-efficient LED	\$10,790.00		\$10,000.00	Completed		
				\$3,784.00	CANCELLED		
Balance Carry Over		\$7,328.86	\$2,322.51			\$53,699.00	

FUNDING YEAR		FY18/19				NOTES	
		Allocation 99313	Allocation 99314	AMT SPENT 99313	AMT SPENT 99314	Amt Recvd to Date	
		\$50,237.40	\$9,449.88			\$59,687.28	Fully Funded
Balance Carry Over FY 17/18		\$7,328.86	\$2,322.51				
TOTAL FUNDS TO SPEND		\$57,566.26	\$11,772.39				

PROJECT	DESCRIPTION	AMT SPENT 99313	AMT SPENT 99314	Original Estimated	NOTES
Fleet Communications Service	Bus Radio Fees	\$7,329.86	\$5,760.14	\$13,090.00	Completed
Fleet Safety Maintenance	Bus GPS Tracking Program		\$5,541.36	\$4,464.00	Completed
Commuter Bus Fare Equipment Upgrade	ConnectCard Fare Program for Sae Commuter Buses			\$25,000.00	CANCELLED
Data Integrity and Security	Server, Sonic Wall and Network Switches	\$6,258.95	\$470.89	\$8,383.00	Completed
Bldg. Maintenance Infrastructure Integrity	Bldg. phone and network wiring clean up			\$4,047.00	CANCELLED
Fleet Maintenance	Fleet Diagnostic Software Upgrade and Subscription	\$1,245.00		\$1,200.00	Completed
Building Maintenance	Bldg. window repair and maintenance	\$1,544.75		\$3,500.00	Completed
Balance Carry Over		\$41,187.70	\$0.00	\$59,684.00	

FUNDING YEAR		FY 19/20				NOTES	
		Allocation 99313	Allocation 99314	AMT SPENT 99313	AMT SPENT 99314	Amt Recvd to Date	
		\$51,872.00	\$2,055.00			\$44,978.63	Balance due from SCO \$8,948.37
Balance Carry Over FY 18/19		\$41,487.70	\$0.00				
TOTAL		\$93,359.70	\$2,055.00				

PROJECT	DESCRIPTION	AMT SPENT 99313	AMT SPENT 99314	Original Estimated	NOTES
Ford Transit-350 9 Passenger Van - Rear Wheelchair lift	Purchase of 9 passenger/1 Wheelchair rear wheelchair lift van	\$68,617.34	\$0.00	\$66,732.77	Completed
Replace analog cameras at SHTC	Instal HD cameras and upgrade DVR	\$6,536.98	\$2,055.00	\$7,500.00	Completed
Balance Carry Over		\$18,205.38	\$0.00	\$74,232.77	

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Accrual Basis

AMADOR TRANSIT

Expenditure Transaction Detail By Account

JULY 2020 *additional expense due to COVID-19

Date	Num	Name	Memo	Amount
23001.1 · Payroll Liabls Total				
25000 · CalPERS Classic Retirement				
07/15/2020	Epay	CalPERS	1899375431	3,331.83
07/15/2020	Epay	CalPERS	1899375431	2,408.85
07/15/2020	EPAY	CalPERS	1899375431-Nickerson Adjust...	41.48
07/15/2020	EPAY	CalPERS	1899375431-Nickerson Adjust...	34.58
Total 25000 · CalPERS Classic Retirement				5,816.74
25100 · CalPERS 457 Plan				
07/06/2020	EPAY	CalPERS 457 Plan	Plan Entity 450-694	695.00
Total 25100 · CalPERS 457 Plan				695.00
Total 23001.1 · Payroll Liabls Total				6,511.74
24020 · Medical				
06/26/2020	9791	Blue Shield of California	4404588	4,671.19
06/26/2020	9791	Blue Shield of California	4404588	2,420.75
07/28/2020	9823	Blue Shield of California	4404588	4,671.19
07/28/2020	9823	Blue Shield of California	4404588	2,420.75
Total 24020 · Medical				14,183.88
24021 · Aflac				
07/15/2020			Deposit	-42.64
06/26/2020	9790	AFLAC	ENQ02	322.96
06/26/2020	9790	AFLAC	ENQ02	92.60
07/28/2020	9824	AFLAC	ENQ02	322.96
07/28/2020	9824	AFLAC	ENQ02	92.60
Total 24021 · Aflac				788.48
24030 · Dental Liab				
07/15/2020			Deposit	-35.46
06/26/2020	9792	CoPower (C/O Delta Dental)	R29-37765	395.97
06/26/2020	9792	CoPower (C/O Delta Dental)	R29-37765	705.15
07/28/2020	9826	CoPower (C/O Delta Dental)	R29-37765	325.05
07/28/2020	9826	CoPower (C/O Delta Dental)	R29-37765	704.92
Total 24030 · Dental Liab				2,095.63
24040 · Vision Liabl				
07/15/2020			Deposit	-5.94
06/26/2020	Epay	Wolfpack Insurance Service ...	111352-0	89.98
06/26/2020	Epay	Wolfpack Insurance Service ...	111352-0	112.82
07/28/2020	EPAY	Wolfpack Insurance Service ...	111352-0	89.98
07/28/2020	EPAY	Wolfpack Insurance Service ...	111352-0	118.72
Total 24040 · Vision Liabl				405.56
51000 · BENEFITS				
51200 · MEDICAL PLAN				
07/15/2020		Thompson, Kelly S.	Deposit	-764.21
Total 51200 · MEDICAL PLAN				-764.21
51350 · WORKERS COMP INS				
07/31/2020	21100226	CSAC Excess Insurance		1,021.00
07/31/2020	21150040	CSAC Excess Insurance		4,218.00
Total 51350 · WORKERS COMP INS				5,239.00
51600 · UNIFORMS/WORK CLOTHES ALLOW				
06/30/2020	282	JB's Awards & Engraving		302.76
06/30/2020	063020	U.S. BANK		27.99
06/30/2020	063020	U.S. BANK		27.99
06/30/2020	063020	U.S. BANK		86.15
Total 51600 · UNIFORMS/WORK CLOTHES ALLOW				444.89
Total 51000 · BENEFITS				4,919.68
52000 · SERVICES & USER FEES				
52100 · VEHICLE TECH SERV-OUTSOURCE				
07/10/2020	C100203401...	BettsCompany		282.57
07/10/2020	C100203391...	BettsCompany		2,075.75
07/10/2020	632897	Maita Chevrolet		1,684.04

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Accrual Basis

AMADOR TRANSIT

Expenditure Transaction Detail By Account

JULY 2020 *additional expense due to COVID-19

Date	Num	Name	Memo	Amount
07/24/2020	633615	Maifa Chevrolet		920.57
07/10/2020	J047681	Robert Hahn's Automotive INC		185.25
Total 52100 · VEHICLE TECH SERV-OUTSOURCE				5,148.18
52150 · PROPERTY MAINTENANCE SERVICES				
07/10/2020	1131	Moppin Mamas Cleaning Ser...		480.00
07/10/2020	27667552	Orkin Services of California		87.59
06/30/2020	07312020	THOMAS BUNTING		40.00
Total 52150 · PROPERTY MAINTENANCE SERVICES				607.59
52170 · CONTRACT IT SERVICES				
06/30/2020	860904	Smile (Copier)		95.59
06/30/2020	869084	Smile Business Products, INC.		95.59
Total 52170 · CONTRACT IT SERVICES				191.18
52300 · ADVERTISING & MARKETING				
07/10/2020	12358218866	CableTime		300.00
07/10/2020	20060053	KVGC 1340 AM		500.00
07/10/2020	27348	Ledger Dispatch		60.00
Total 52300 · ADVERTISING & MARKETING				860.00
52400 · SOFTWARE MAINTENANCE FEES				
07/24/2020	072420	U.S. BANK	allision transmission annual soft...	270.00
Total 52400 · SOFTWARE MAINTENANCE FEES				270.00
52420 · DRUG & ALCOHOL SERVICES				
07/24/2020	1210	New Visions		900.00
07/24/2020	1332	New Visions		80.00
07/24/2020	1328	New Visions		80.00
Total 52420 · DRUG & ALCOHOL SERVICES				1,060.00
52500 · FACILITY SECURITY SYSTEM				
07/24/2020	320047	Signal Service		900.00
Total 52500 · FACILITY SECURITY SYSTEM				900.00
52550 · GSA COST ALLOC-(POSTAGE/PRINT)				
07/23/2020	AT62020	Amador County General Ser...		34.30
Total 52550 · GSA COST ALLOC-(POSTAGE/PRINT)				34.30
52600 · PROFESSIONAL & TECH SERVICES				
07/30/2020	10967	Balancing The Books		792.92
07/10/2020	2524-2	Custom Vinyl Applications	remainder of invoice 2524	36.22
07/24/2020	072420	U.S. BANK	Job Opening Ad on Indeed web...	341.68
Total 52600 · PROFESSIONAL & TECH SERVICES				1,170.82
Total 52000 · SERVICES & USER FEES				10,242.07
53000 · MATERIALS & SUPPLIES CONSUMED				
53100 · FUEL				
07/24/2020	070620	Amador Transit - Petty Cash		20.00
07/10/2020	565723	Hunt & Sons, Inc.		2,939.20
Total 53100 · FUEL				2,959.20
53150 · TIRES				
07/24/2020	1-gs182339	Jackson Tire Service, Inc.		606.14
Total 53150 · TIRES				606.14
53250 · TOOLS				
07/24/2020	072420	U.S. BANK	pliers & fuse puller	47.66
Total 53250 · TOOLS				47.66
53300 · VEHICLE MAINT-REPAIR PARTS				
07/10/2020	72770	Bus & Equipment Repair		161.33
07/10/2020	1351115	Maifa Chevrolet		262.91
07/10/2020	1351116	Maifa Chevrolet		120.63
07/10/2020	1350046	Maifa Chevrolet		77.59
07/10/2020	1350341	Maifa Chevrolet		248.61

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Accrual Basis

AMADOR TRANSIT

Expenditure Transaction Detail By Account

JULY 2020 *additional expense due to COVID-19

Date	Num	Name	Memo	Amount
07/24/2020	1358515	Maita Chevrolet		256.40
07/24/2020	1357276	Maita Chevrolet		15.52
07/10/2020	197154	Riebes Auto Parts		6.59
07/10/2020	815263	Riebes Auto Parts		55.43
07/24/2020	817111	Riebes Auto Parts		23.19
Total 53300 · VEHICLE MAINT-REPAIR PARTS				1,228.20
53350 · SHOP SUPPLIES (Consumables)				
07/10/2020	7888366	Kimball Midwest		284.89
06/30/2020	EPAY	Lowe's		128.52
07/10/2020	816117	Riebes Auto Parts		129.82
06/30/2020	83058359	Safety Kleen		353.71
07/24/2020	9005323312	Zep Sales & Service		114.20
07/24/2020	9005321819	Zep Sales & Service		129.72
07/24/2020	9005309235	Zep Sales & Service		57.30
Total 53350 · SHOP SUPPLIES (Consumables)				1,198.16
53450 · FACILITIES MAINT/REPAIR PARTS				
07/24/2020	2580	Amador Electric		348.00
07/24/2020	561194	Sierra Janitorial Supply		37.60
07/24/2020	072420	U.S. BANK	Hose fitting	32.04
Total 53450 · FACILITIES MAINT/REPAIR PARTS				417.64
53550 · OFFICE SUPPLIES				
07/10/2020	8058961592	Staples Advantage		30.12
07/10/2020	8058812354	Staples Advantage		209.30
07/10/2020	8058748682	Staples Advantage		18.23
Total 53550 · OFFICE SUPPLIES				257.65
53700 · SAFETY & EMERGENCY SUPPLIES				
07/10/2020	070720	Amador Transit - Petty Cash	Mechanic Boot repair	85.00
07/10/2020	CAJAC38042	Fastenal	* facemasks	177.79
06/30/2020	151719	Sierra Janitorial Supply	*gloves	51.72
07/24/2020	151733	Sierra Janitorial Supply	*bus washing supplies	328.98
07/24/2020	072420	U.S. BANK	*spray bottles	77.49
07/24/2020	072420	U.S. BANK	*spray bottles	51.66
Total 53700 · SAFETY & EMERGENCY SUPPLIES				772.64
Total 53000 · MATERIALS & SUPPLIES CONSUMED				7,487.29
54000 · UTILITIES				
54100 · AT WATER/SEWER/GARBAGE				
07/10/2020	367482	Aces Waste Services, Inc.		181.88
07/10/2020	EPAY	Amador Water Agency		51.40
Total 54100 · AT WATER/SEWER/GARBAGE				233.28
54200 · AT -PGE/NATURAL GAS				
07/10/2020	EPAY	P.G. & E.		37.64
Total 54200 · AT -PGE/NATURAL GAS				37.64
54300 · TRANSIT CTR/WATER/SEWER/GARB				
07/10/2020	367483	Aces Waste Services, Inc.		26.35
07/10/2020	EPAY	Amador Water Agency		227.37
07/24/2020	073120	City of Sutter Creek		71.52
Total 54300 · TRANSIT CTR/WATER/SEWER/GARB				325.24
54400 · TRANSIT CENTER-PGE				
07/10/2020	EPAY	P.G. & E.		439.81
Total 54400 · TRANSIT CENTER-PGE				439.81
54550 · CELLULAR SERVICE				
07/10/2020	Epay	AT& T Cell Phones		362.00
Total 54550 · CELLULAR SERVICE				362.00
54700 · Wi-Fi (Sacramento Bus)				
07/24/2020	9856961865	Verizon Wireless		55.08
Total 54700 · Wi-Fi (Sacramento Bus)				55.08

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Accrual Basis

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

Date	Num	Name	Memo	Amount
Total 54000 · UTILITIES				1,453.05
56000 · CASUALTY & LIABILITY COSTS				
56100 · LIABILITY & PROPERTY DAMAGE INS				
07/01/2020	ACIP3	Alliant Insurance Services, Inc	CRIME, FRAUD INSURANCE	1,094.00
07/01/2020	2076162	Alliant Insurance Services, Inc		6,600.13
07/01/2020	2021-0001	CalTip	1st Qtr payment FY20-21	32,188.25
07/15/2020	112881-20/21	Manassero Insurancy Agenc...	Annual ELP Renewal	3,803.87
Total 56100 · LIABILITY & PROPERTY DAMAGE INS				43,686.25
Total 56000 · CASUALTY & LIABILITY COSTS				43,686.25
58000 · MISCELLANEOUS (NEW)				
58450 · CDL/ DOT MED/BkGrnd Checks				
07/23/2020	june2020	Amador Family Phycians		200.00
07/10/2020	071020	Amador Transit - Petty Cash	Livescan x 2	158.00
07/15/2020	072820	Amador Transit - Petty Cash	JPD Livescan	79.00
Total 58450 · CDL/ DOT MED/BkGrnd Checks				437.00
Total 58000 · MISCELLANEOUS (NEW)				437.00
59000 · LEASES / RENTALS				
59100 · Leases & Rentals				
07/10/2020	33231	Amador County Airport		25.00
06/30/2020	68767271	Smile (Copier)		270.39
Total 59100 · Leases & Rentals				295.39
Total 59000 · LEASES / RENTALS				295.39
TOTAL				92,506.02