

AMADOR TRANSIT (AT) AGENDA

Thursday, July 7, 2022 – 9:00 A.M.

Amador County Transportation Commission Offices – Board Room

117 Valley View Way, Sutter Creek, CA 95685

Conference Call Option: 1(267)807-9605, Access Code- 312875#

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

CALL TO ORDER/ ROLE CALL

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 2022
2. Ridership Analysis, May 2022
3. Ridership Analysis, Amador-Sacramento Express, May 2022
4. Vehicle Maintenance Report, May 2022
5. Performance Report, May 2022
6. Budget/Expenditure Report, May 2022
7. Compliments, Complaints and Service Requests

08. AT GENERAL MANAGER REPORT (Non-Action Items)

- CalPERS UAL payment confirmation

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 §54956.8) 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. Conference with Labor Negotiators-Pursuant to Government Code Section §54957.6
AT Negotiator: Patricia Maggie Amarant

REGULAR AGENDA ITEMS:

- 09. Review and approve final FY 22/23 Budget**
- 10. Reso 22-04** – Review and approve AT's STA Claim for FY 22/23
- 11. Reso 22-05** – Review and approve AT's LTF Claim for FY 22/23
- 12. Review and approval of final updated MOU agreement**
- 13. Approve Monthly Claims List.**

Future Agenda Items

- 14. Adjournment**

**AMADOR TRANSIT (AT)
MINUTES
June 2, 2022 – 9:17 a.m.**

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

Present on Roll Call:

Dominic Atlan, Chairman
Steve McLean, Vice Chairman
Susan Bragstad
Patrick Crew (alternate for Brian Oneto)
Richard Forster
John Plasse

Absent:

None

Also Present:

Patricia Maggie Amaran, AT General Manager
John Gedney, ACTC Executive Director
Felicia Bridges, ACTC Administrative Secretary

AGENDA:

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

Ayes: Atlan, McLean, Bragstad, Crew, Forster, Plasse
Noes: None
Absent: None

PUBLIC MATTERS NOT ON THE AGENDA: None

CONSENT AGENDA (Items 1-7):

#2. Ridership Analysis, April 2022: Director Bragstad asked why ridership increased between February and March, but then decreased quite a bit from March to April. Ms. Amaran replied AT had a special event in March (Dandelion Days) which resulted in that sudden increase, then returned to the normal ridership level.

Motion: It was moved by Director Bragstad, seconded by Director Crew and unanimously carried to approve the Consent Agenda.

Ayes: Atlan, McLean, Bragstad, Crew, Forster, Plasse
Noes: None
Absent: None

#8: AT General Manager Report: None

Closed Session: At 9:19 a.m. Chairman Atlan called for a Closed Session as noticed: Conference with Labor Negotiations-Pursuant to Government Code §54957.6. At 10:24 a.m. the Chairman resumed the regular meeting of ACTC and reported direction was given to staff.

REGULAR AGENDA ITEMS:

#9. Discuss Jackson Lions Club request for 3rd of July shuttle service and approve to add to AT's Annual Special Event calendar: Ms. Amarant stated she received a last-minute request from the Jackson Lions Club to provide shuttle services on July 3rd for the Jackson fireworks display held at Jackson Junior High School due to parking difficulties. The intent is to utilize Argonaut High School for overflow parking, and provide shuttles between the two schools to mitigate traffic concerns. Ms. Amarant asked for approval to add this event to the Special Events calendar annually.

Director Plasse noted many individuals utilize Argonaut High School parking lot to sit there and watch the fireworks show.

Director Crew commented the Lions Club is a great organization and suggested approving the addition.

Motion: It was moved by Director Crew, seconded by Director Plasse and unanimously carried to approve adding this shuttle service annually for the Jackson fireworks show.

Ayes: Atlan, McLean, Bragstad, Crew, Forster, Plasse
Noes: None
Absent: None

#10. Review and Approve FY 22/23 Budget: Chairman Atlan asked if the budget provided includes what was discussed in closed session. Ms. Amarant replied yes, this preliminary budget does include the bus driver salary wages and the CalPERS calculated as discussed. However, the medical/dental/vision does need to be revised. Director Plasse asked if the proposed plans (bronze and silver) include dental and vision coverage as well. Ms. Amarant replied yes and noted she will revise the budget based on the conversation had during closed session.

Director Forster asked why is there a projected decrease of \$10,000 in Dial-A-Ride (DAR) fare revenue if there is a projected increase in grant funding for the expanded upcountry DAR. Ms. Amarant responded the LCTOP grant funding is specifically for the expanded upcountry DAR service only. She noted in past years her DAR revenue projections have never been met, and thought it best to lower that projection this year due to the lower ridership levels as a result from the pandemic.

Director Plasse asked, regarding the FY 22/23 projections columns, why there is an 'expended' amount if it serves only as a projection. Ms. Amarant noted that is an error in the report and there should be no 'expended' column in the FY 22/23 projections, only previous years.

Director Forster asked why there is a decrease in advertising revenue of \$7,000. Ms. Amarant stated this is in an attempt to be fiscally conservative due to already receiving a pre-paid amount for the year from both the Harrah's Northern California Casino and Jackson Rancheria casino. She did add that AT will not be accepting pre-paid funding in the future for advertising on the buses.

Chairman Atlan stated on line item 50100- Salaries & Wages-fixed route under the 'Notes' section, it shows an increase due to the COVID bonus', but noted that actually is a reimbursement. Ms. Amarant replied yes she wanted to be transparent with the total amount in salaries. Chairman Atlan suggested on the final draft of the budget it should include the total amount in reimbursement.

Director Plasse asked, regarding line item 50200- Salaries & Wages-DAR, why there is a decrease in wages for the year but the projection is actually less than what was expended this year and noted there will be an increase in DAR services. Ms. Amarant responded the decrease is from the retirement of a driver whose salary was more than the drivers that are currently employed.

Director Crew asked how comfortable AT is with the fuel amount included in the budget. Ms. Amarant stated she initially planned to include a \$170,000 fuel budget, but after researching the fuel bills received from a few months ago she thought to decrease that. However, she asked if she should increase that with the increasing cost of fuel. Director Plasse suggested to look at an average fuel price based on current fuel bills and a percentage increase. Chairman Atlan suggested to multiple the gallons of fuel by the current cost and evaluate how that compares to the \$170,000.

Director Plasse commented he does not like to see an agency primarily funded from grant funding. However, that does allow a smaller draw on Local Transportation Funds releasing those funds to the cities/county for roadway maintenance. Chairman Atlan suggested reviewing/implementing a fare increase to accommodate the budget as well.

Ms. Amarant stated she will take this item back for revisions as discussed today and bring back at the next meeting, and noted she will add the fare increase topic as a future agenda item.

#11. Approval of Monthly Claims List:

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

Ayes: Atlan, McLean, Bragstad, Crew, Forster, Plasse
Noes: None
Absent: None

FUTURE AGENDA ITEMS:

- Bus Fare Increase
- CalPERS Agreement/MOU

ADJOURNMENT:

At 10:45 a.m. the Chairman adjourned the regular meeting to Thursday, July 7, 2022, at 9:00 a.m. at 117 Valley View Way Sutter Creek, CA 95685.

ATTEST:

Dominic Atlan, Chairman
Amador Transit

Recording Secretary

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

AMADOR TRANSIT	MONTHLY
SERVICE SUMMARY	

May

<i>FY 22/23</i>	Service Days
-----------------	--------------

21

Sacramento	202
Upcountry	340
Plymouth	113
A - Shuttles 5-1 - 5-5	425
B - Shuttles 6-1 - 6-6	448
lone	145
Dial-A-Ride	629
Logisticare	14
Special Events	102

TOTAL PASSENGERS	2,418
-------------------------	-------

AV. DAILY	115
------------------	-----

ADULT	753
--------------	-----

SENIOR	404
---------------	-----

PERSONS W/DISABILITIES	1,054
-------------------------------	-------

YOUTH	100
--------------	-----

Non-Revenue-PCA	7
-----------------	---

Non-Revenue - Child	18
---------------------	----

Non-Revenue - Family Pass	78
---------------------------	----

Wheelchair	99
------------	----

Bicycles	11
----------	----

HHS TALLY	1
-----------	---

FARES PAID BY MONTH/DAY PASS

Monthly Pass	375
--------------	-----

\$6 Day Passes Trips	61
----------------------	----

\$6 Day Passes Sold	17
---------------------	----

Cash Fares	\$1,800.64
-------------------	-------------------

FARES PAID BY PRE-PAID TICKETS

Pre-Paid Tix .50¢

Pre-Paid Tix \$1.00	391
---------------------	-----

Pre-Paid Tix \$1.25	-
---------------------	---

Pre-Paid Tix \$1.50	-
---------------------	---

Pre-Paid Tix \$2.00	26
---------------------	----

Pre-Paid Tix \$2.50	-
---------------------	---

Pre-Paid Tix \$3.00	16
---------------------	----

Pre-Paid Tix \$4.00	1
---------------------	---

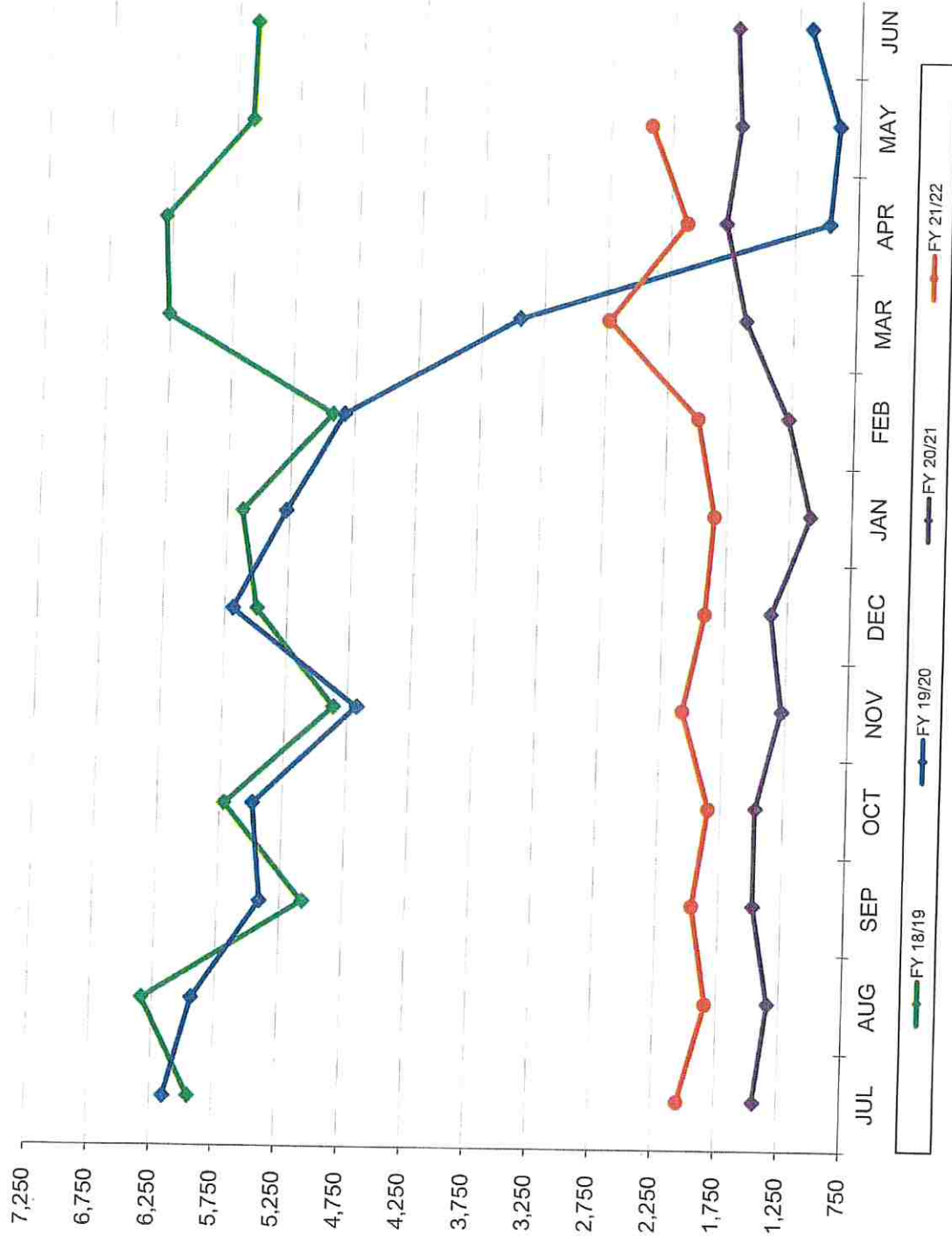
Pre-Paid Tix \$7.00	1
---------------------	---

Mileage

Revenue miles	20,612
---------------	--------

Non-Revenue miles	1,503
-------------------	-------

PASSENGERS



May
% Change from
FY 21/22
+42.2%

May

700

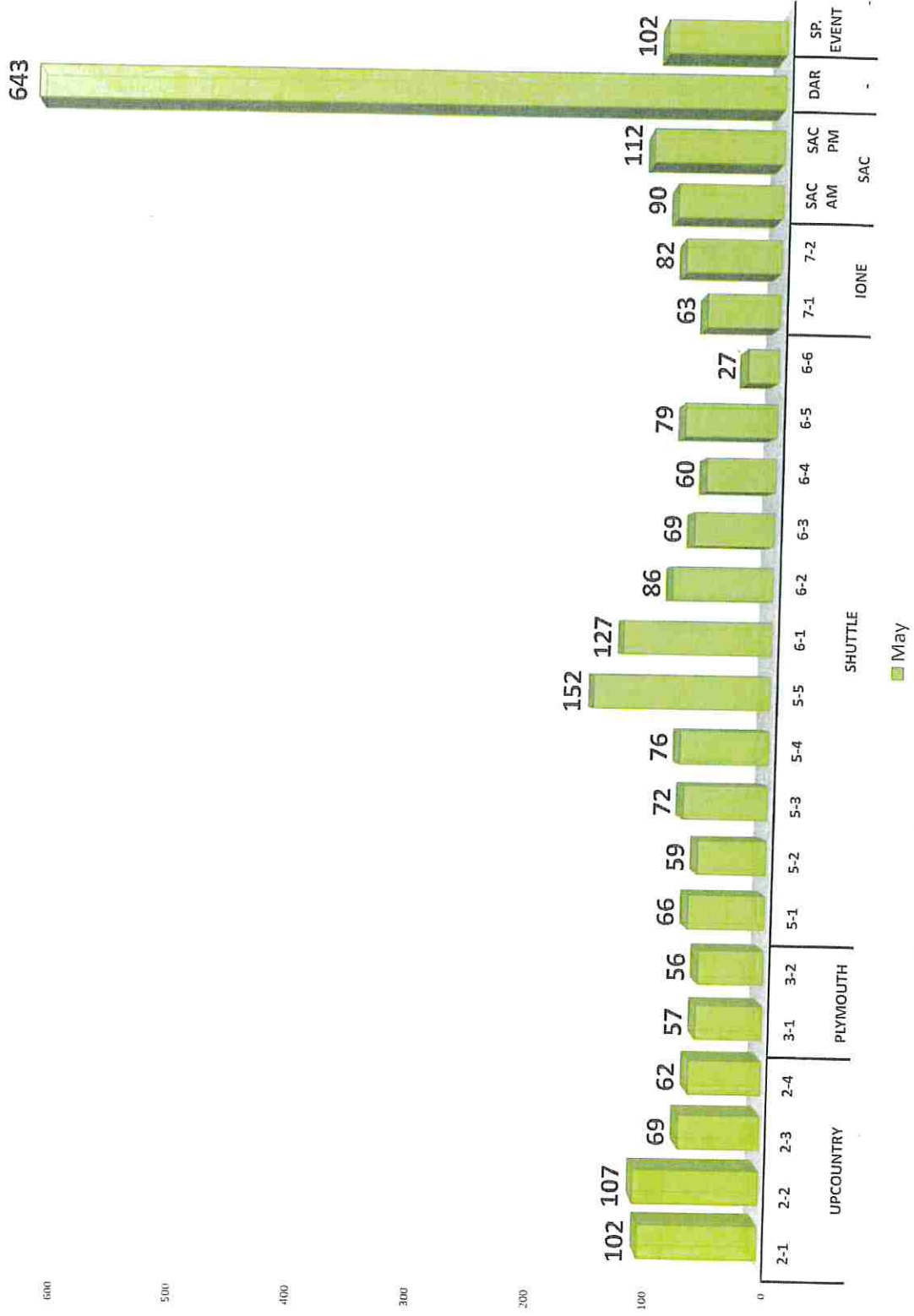
600

500

400

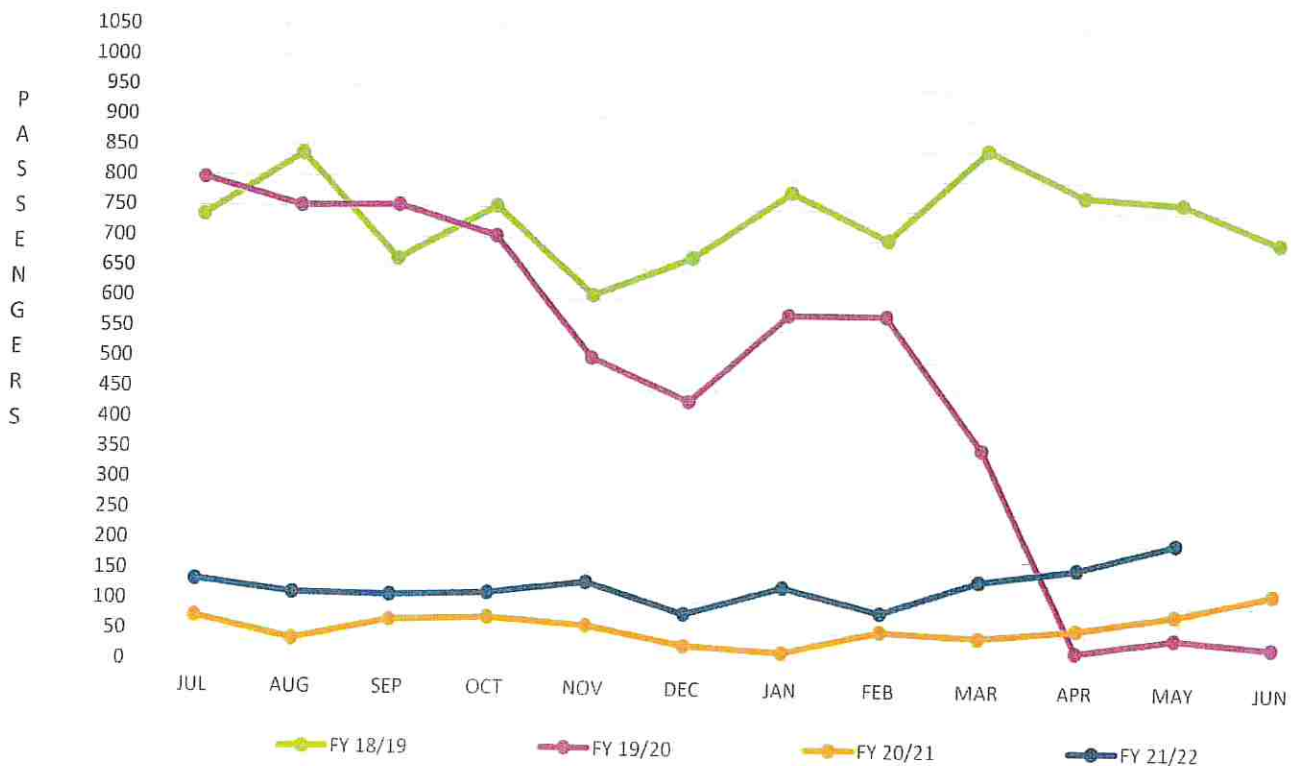
300

200



AMADOR-SACRAMENTO EXPRESS

MONTH	11		12		TOTAL
	Amador	SAC	Amador	SAC	
July 2021	37	39	28	28	132
August 2021	26	22	33	31	112
September 2021	18	19	37	35	109
October 2021	24	23	33	33	113
November 2021	32	32	33	35	132
December 2021	17	16	23	25	81
January 2022	32	27	36	31	126
February 2022	17	19	25	24	85
March 2022	17	38	32	51	138
April 2022	25	42	37	55	159
May 2022	35	47	55	65	202
Average Pass/day Month of May 2022	0.8	0.8	1.1	1.2	3.9
21 Service Days					



VEHICLE DESCRIPTION *Automatic fire chains	Odometer reading as of 05/01/22	REPAIR HOURS	Dates	Maintenance Performed for Month of May 2022 Exceeding \$150 performed since July 2015 (in Gray) 21/22	Jobs FY	Cost for Month Of May	July 2015 to date CUMULATIVE COST
-----------------------------------------------	------------------------------------	-----------------	-------	-------------------------------------------------------------------------------------------------------------	------------	-----------------------------	-----------------------------------------------

TRK #101 (gas)

04 Chev Suburban
6-passenger

146,781
ODO
0.00
05 - 2022

NON-REVENUE VH
Mileage for the Month: 212

03 - 2022	A/C Compressor, 1 Office tube and accumulator	\$0.00
06 - 2019	Replaced left corner window glass door involves # 102728	\$389.02
101 - 2019	Replaced Water pump, thermostat AC belt, and main belt	\$527.23
10 - 2015	Replace 4 tires, 225/75/R16 4 TPS, turned front rotors, alignment	\$162.73
09 - 2015	Replaced alternator	\$143.00
		\$151.00
		\$2,357.98

TRK #102 (gas)

14 F450 4x4
3-passenger

23,628
ODO

NON-REVENUE VH
Mileage for the Month: 252

Turbo replaced by DuPratt Ford Inv. # 524982 with oil change

\$2,646.25

10 - 2019	Repair invoice # 348715 Emissions Vehicle derating R&R EGT sensor	\$4,355.05
02 - 2019	Replaced 2 batteries and took to car wash	\$228.52
12 - 2018	6 Tires, 225/70/R19.5	\$2619.15
12 - 2018	1 Steel steel wheel White	\$171.12
		\$90,018.89

TRK #103 (gas)

1998 Ford Ranger
3-passenger

109,583
ODO

NON-REVENUE VH
Mileage for the month: 225

10 - 2019	Steering rack and pump replaced Harris Inv. # J046369	\$548.20
06 - 2018	4 tires 205/75/R14R and Alignment	\$370.17
07 - 2015	July 8 - 4 speed 205/75/R14 \$570	\$570.00
		\$1,788.37

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 05/31/22	REPAIR HOURS	Dates	Maintenance Performed for Month of May 2022 Exceeding \$150 performed since July 2015 (in Gray) 2/1/22	Jobs FY	Cost for Month of May	July 2015 to date CUMULATIVE COST
-----------------------------------------------	------------------------------------	-----------------	-------	--------------------------------------------------------------------------------------------------------------	------------	--------------------------	--------------------------------------------

VAN #201 (gas)

15 DODGE CARAVAN

1-WC, 5 passenger

Mileage for the month

05 - 2022

1.50

60,064

ODO

1.50

449

PM-A

04 - 2022	4 225/65R17 tires and alignment	\$544.09
08 - 2021	Dealer transmission installed by Hal Invoice # 107306	\$4,190.12
02 - 2021	4 Goodyear tires 225/65R17	\$388.55
09 - 2020	R&F Battery and negative post connector	\$151.74
05 - 2019	Braun recall and laser/dodge air bag repair	\$495.00
08 - 2018	4 New tires Invoice # 6620227328	\$656.19

VAN #202 (gas)

15 DODGE CARAVAN

1-WC, 5 passenger

NON-REVENUE

Mileage for the Month

05 - 2022

1.5

52,281

ODO

0.5

77

PM-A

Front and rear end alignment Jackson tire Invoice #1-202564

\$76.95

\$6,805.89

\$76.95

VAN #203 (gas)

17 DODGE CARAVAN

1-WC, 5 passenger

NON-REVENUE

Mileage for the Month

10 - 2019

2

57,110

ODO

977

Front rotor and pads

\$340.69

04 - 2022	Glass Direct Windshield replacement #2 Invoice #114779	\$385
02 - 2022	Windshield replacement - Glass Doctor	\$500.00
10 - 2021	Accident repair North State Auto body Invoice #V682866	\$2,466.56
08 - 2021	Front and rear tires installed Jackson tires Invoice #1-65196151	\$77
04 - 2021	R&F Front windshield	\$400.00

\$4,421.77

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 05/31/22	REPAIR HOURS	Dates	Maintenance Performed for Month of May 2022 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 21/22	Cost for Month of May	July 2020 to-date CUMULATIVE COST
-----------------------------------------------	------------------------------------	-----------------	-------	---------------------------------------------------------------------------------------------------------------------	--------------------------	--------------------------------------------

Bus #204 (gas) 85,647

V-Ford Transit 350EL ODO

Nor-Cal Van ***

8 Passenger-2 WTC

Mileage for the Month 1,544

\$0.00

04-2022	R&R battery	\$185.00
08-2021	New Stear and Drive tires installed Jackson tire Invoice # 1-195629	\$1,063.58
07-2021	R&R front and rear brake pads	\$155.36
03-2021	Front windshield replacement	\$824.17
		\$2,228.20

VEHICLE DESCRIPTION *Automatic fire chains	Odometer reading as of 03/31/22	REPAIR HOURS	Dates	Maintenance Performed for Month of May 2022 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 21/22	Cost for Month Of May	July 2015 to date CUMULATIVE COST
-----------------------------------------------	---------------------------------	--------------	-------	---------------------------------------------------------------------------------------------------------------------	--------------------------	--------------------------------------

Bus #301 Diesel

13 Chevrolet

16-passenger 3 w/o

Mileage for the Month

05 - 2022

3.00

0.25

ODO

1,676

PM-B

3.8 gal DEF

\$53.00

\$17.29

\$70.29

04 - 2022	R&R 2 A/C condensor fans Evacuated A/C system and recharged Blowing cold	\$154.20
11 - 2021	Replaced both alternators and Alternator cable	\$481.93
08 - 2021	Replaced brake hydro boost	\$289.23
06 - 2021	Hahns invoice J049308 Engine de-rating and emissions codes, replaced heater	\$2,027.98
04 - 2021	R&R ACR134a and coolant both Alternators pulleys, compressor	\$927.51
12 - 2021	Power Steering pump, Steering box, Oil cooler gaskets and oil filter	\$787.55
06 - 2020	Malta Chevy glow plug replacement #2 Nox sensor, Invoice 632897	\$215.28
06 - 2020	Glow plug module	\$1,684.04
05 - 2020	Replaced both Batteries	\$248.12
03 - 2020	Hahn's Invoice #J047256	\$308.75
03 - 2020	R&R Steer tires 225/75/R16 Endurance good year	\$517.89
01 - 2020	R&R Drive tires 225/75R16 Fortitude	\$680.66
09 - 2019	Replaced main and AUX Battery	\$248.12
06 - 2019	2 Steer tires 225/75r16	\$320.20
05 - 2019	Derated Hahns replaced catalyst converter and DEF & #9 injector Invoice #J045779	\$3,981.11
02 - 2019	R&R belt, tensioner and 3 pulleys	\$249.25
01 - 2019	R&R Transmission	\$2,639.88
01 - 2019	Hahns programmed Transmissions Invoice # J045231	\$267.00
10 - 2018	Replaced Hydraulic brake booster, Test drove	\$181.07
09 - 2018	A Arm bushings and Alignment Invoice #87394 Hewitt	\$388.95
08 - 2018	Drive tires ARD242550	\$898.86
08 - 2018	Steer tires	\$550.72
07 - 2017	Replace steering & drive tires S 225/75R16	\$1,432.49
03 - 2017	repair to driver side step	\$415.00

\$28,549.57

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 05/31/22	REPAIR HOURS	Dates	Maintenance Performed for Month of May 2022 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 21/22	Cost for Month Of May	July 2015 to date CUMULATIVE COST
Bus #302 Diesel	124,981	2.50	05 - 2022	PM-A	\$0.00	
13 Chevrolet	ODO	0.50	05 - 2022	3 Red window emergency exit lights	\$39.00	
16-passenger 3 w/c	***	0.25	05 - 2022	3.7 gal DEF	\$16.83	
Mileage for the Month	1,709	3.25				

\$55.83

04 - 2022	W/C lift outer roll stop cylinder	\$318.60
04 - 2021	4 Drive tires good year 225/75R16	\$606.14
04 - 2021	Rear Brake pads and Calipers	\$260.37
09 - 2020	R&R Left headlight assembly and trash can	\$230.47
06 - 2020	Hahn's Auto, glow plug replacement reprogrammed Invoice JO47417	\$3,813.41
03 - 2020	R&R DEF Header	\$227.84
03 - 2020	Hahn's ECM Reprogramming	\$185.25
02 - 2020	R&R ECM Charged batteries	\$241.64
11 - 2019	ECM programmed at HAHNS Invoice # JO47091	\$185.25
10 - 2019	Steer Tires 225/75R16	\$517.69
08 - 2019	Replaced right headlight assy	\$230.47
08 - 2019	Out of Service Towed to Marfa Chevy Invoice # 31758	\$1,031.25
05 - 2019	IN SERVICE Marfa Diagnosed and replaced glow plug module and 4 glow plugs	\$1,149.98
05 - 2019	Hahn's diagnosed parking brake light on no turn signals Invoice# JO45738	\$1,257.25
04 - 2019	Amador Transit supplied the BCM part to Hahn's	\$180.29
03 - 2019	Brake Hydro Booster	\$191.14
02 - 2019	Drive Tires 225/75R16	\$943.96
11 - 2018	Right low beam headlight	\$914.00
11 - 2018	Replaced Transmission, oil dipstick tube, main belt, idler pulleys, Tensioner	\$3,158.24
09 - 2018	Hahn's re-program computer to transmission Invoice # JO44793	\$267.00
09 - 2018	Front and Rear Shocks	\$185.36
05 - 2018	Control Arm bushing and Alignment Invoice #87382 Hewitt	\$454.68
	STEER TIRES 225/75R16 HT	\$475.50
		\$20,413.42

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 05/31/22	REPAIR HOURS	Dates	Maintenance Performed for Month of May 2022 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 21/22	Cost for Month Of May	July 2015 to-date CUMULATIVE COST
Bus #401 Diesel	191,507		05 - 2022			
13 Chevrolet	ODO		05 - 2022	R&R Drivers seat belt	\$136.89	
16-passenger 3 w/c	***					
Mileage for the Month	0					

OUT OF SERVICE. DIFFERENTIAL BAD

\$136.89

03 - 2022						
02 - 2022				R&R turbo to cooler Duct and clamp	\$178.57	
11 - 2021				R&R Transmission - Hahn's reprogrammed TCM, new power wires to heater switch	\$3,617.92	
10 - 2021				New steer tires	\$303.08	
10 - 2021				New rear brakes and callipers	\$272.84	
09 - 2021				K&T trucking repair invoice #2222 - Pinion seal, rear spring bushings, A Arms	\$3,795.75	
09 - 2021				AC Repair Hals auto invoice # 81621	\$1,602.75	
06 - 2021				PCM Fault codes bad cable located and replaced maita invoice # 651209	\$1,041.95	
03 - 2021				Maita AC repair charged system Invoice# 65063	\$276.79	
07 - 2020				R&R Roll stop cylinder and fluid	\$293.93	
07 - 2020				Maita chevy invoice #633615 diagnosed replaced fuse block	\$920.57	
04 - 2020				R&R Air filter housing repaired coolant leak	\$401.46	
01 - 2020				drive tires Fortitude 225/75/16	\$680.57	
12 - 2019				Steer Tires 225/75R16	\$517.69	
12 - 2019				R&R Power steering pump pulley and belt	\$248.85	
09 - 2019				Body Repair replaced rear exterior top end cap and 4 lights AC inv # 02p2468218	\$342.01	
09 - 2019				Belt Broke R&R AC Compressor, Alternator pulleys and Belt	\$476.10	
08 - 2019				Right head light ASSY R&R light assy	\$245.22	
07 - 2019				Towed from Medical Center Jackson to AT shop ATF invoice # 26930	\$550.00	
01 - 2019				R&R Steer tires 225/75/19	\$320.20	
10 - 2018				Front and Rear shocks	\$185.36	
09 - 2018				Maita chevy DEF tank replacement. Invoice # 599559	\$500.00	
08 - 2018				Maita repaired emission system Invoice #597652 reconnected plug to door	\$1,827.90	
07 - 2018				Steer tires 225/75/R16 Back Country	\$550.72	
05 - 2018				Maita repair invoice # 595263 replaced indirect injector and did regen	\$1,492.49	
05 - 2018				4 225/75R16 BACK COUNTRY AT	\$898.86	
03 - 2018				R&R POWER STEERING HOSE AND BOX HOUSING	\$185.60	
				Rear end Rebuilt K&T Truck invoice #4620 Maintenance transported bus	\$4,253.08	
						\$40,742.82

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 9/23/22	REPAIR HOURS	Dates	Maintenance Performed for Month of May 2022 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 21/22	Cost for Month Of May	July 2015 to-date CUMULATIVE COST
-----------------------------------------------	--------------------------------------	-----------------	-------	---------------------------------------------------------------------------------------------------------------------	--------------------------	--------------------------------------------

Bus #402 Diesel

13 Chevrolet	194,721	3.00	05 - 2022	PM-B Repaired bumper covers, drivers seat, threshold plate to w/c lift, 2 way radio mic, lube stop request pull pins	\$53.00	
16-passenger 3 w/c	***	1.50	05 - 2022		\$0.00	
Mileage for month	2,339	0.10	05 - 2022		\$12.49	
		0.25	05 - 2022	Replaced radiator cap 20 psi	\$142.23	
		0.25	05 - 2022	Left sun visor	\$20.02	
		5.1		4.4 gal DEF		

04 - 2022	Parking brake assy and 2 cables left and right adjustment	\$227.74
03 - 2022		\$210.61
09 - 2021	4 Drive Tires	\$1,188.00
08 - 2021	AC system leak and electrical short repaired Hais auto # 81576	\$1,576.28
06 - 2021	Installed 2 New Batteries	\$228.70
04 - 2021	Replaced the evaporator charging system	\$290.02
03 - 2021	Exhaust system problem at Robert Hahns DEF check Engine light	\$160.00
03 - 2021	Hahns reprogrammed Transmission	\$676.62
02 - 2021	R&R Transmission with Rebuilt	\$3,182.15
08 - 2020	Brake Hydro Booster	\$181.07
08 - 2020	Installed new steer tires	\$303.07
05 - 2020	Replaced rear brake pads, bearings, hub assembly	\$468.41
02 - 2020	4 225/75R Drive tires	\$606.14
12 - 2019	Replaced idler arm and Bracket	\$173.24
09 - 2019	DPF not burning off, Trouble shoot found #9 injector bad, replaced	\$212.88
08 - 2019	Drive Tires 225/75/16 goodyears	\$641.60
04 - 2019	Installed 2 new steer tires, puncture in left not repairable	\$640.40
	Right steer tire 225/75/16	\$165.45
		\$26,617.55

VEHICLE DESCRIPTION *Automatic fire chains	Odometer reading as of 05/31/22	REPAIR HOURS	Dates	Maintenance Performed for Month of May 2022 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 21/22	Cost for Month Of May	July 2017 to-date CUMULATIVE COST
Bus #403 Diesel	169,999	3.00	05 - 2022	PM-B	\$53.00	
13 Chevrolet	ODO	1.00	05 - 2022	Left Head light assembly		
16-passenger 3 w/c	***	1.00	05 - 2022		\$234.53	
Mileage for month	2,382	0.25	05 - 2022	Inspected passenger entry door noise, parts on order		
		5.25		1 gal DEF	\$4.55	

03 - 2022	Power steering pump, pulley hose, alternator, belt, spring clamp, air filter	\$292.08
09 - 2021	Replaced front and rear brake pads	\$791.59
10 - 2020	Steer Tires 225/75/16	\$176.24
10 - 2020	DEF/Inop towed to Malta Invoice # 638039 Fuel Injector and Regen	\$522.80
09 - 2020	Towed to Malta DEF Derated OUT OF SERVICE	\$1,580.12
08 - 2020	Replaced AC Compressor, accumulator and filter dryer and new belt	\$508.75
07 - 2020	Transmission programming	\$434.16
06 - 2020	R&R Transmission	\$185.25
04 - 2020	Hvac Vacuum pump	\$3,010.54
03 - 2020	Pressure tested cooling system	\$162.36
03 - 2020	1 a/c compressor, 1 accumulator, 1 dryer, 1 orifice tube, 2 o-rings flushed a/c system	\$395.23
03 - 2020	2 alternators 3 idle pulleys 1 belt tensioner 1 belt 1 duct housing and duct	\$305.86
03 - 2020	4 225/25/16	\$1,222.35
01 - 2020	Replaced Brake Hydroboost	\$680.57
01 - 2020	R&R Radiator and lower house	\$269.78
01 - 2020	Replaced brake Hydroboost	\$523.11
11 - 2019	R&R left and right front rotors	\$298.78
10 - 2019	Steer Tires 225/75/16	\$223.74
08 - 2019	Transmission code Malta 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 # 614991 Malta chevy	\$240.82
06 - 2019	Transmission re programming and diagnose de-rating temp sensor 2	\$1,630.66
06 - 2019	Hand Control pendant	\$589.74
05 - 2019	Malta invoice #610365 rebuilt rear Diff & adjusted parking brake	\$259.63
04 - 2019	R&R Alternator and belt	\$2,821.50
		\$500.48

\$30,325.01

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 05/31/22	REPAIR HOURS	Dates	Maintenance Performed for Month of May 2022 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 21/22	Cost for Month Of May	July 2015 to- date CUMULATIVE COST
-----------------------------------------------	---------------------------------------	-----------------	-------	---------------------------------------------------------------------------------------------------------------------	--------------------------	---------------------------------------------

Bus #405 (gas)

09 Ford

16-passenger 2 w/c

Mileage for the Month

256,219

ODO

0

OUT OF SERVICE - SHIFT LOCK WIRING HARNESS

08 - 2021					\$0.00	
04 - 2021				Replaced both batteries	\$222.72	
03 - 2021				Charging system hahns tested new alternator Programmed ECM	\$260.00	
03 - 2021				R&R Alternator	\$377.13	
02 - 2021				R&R rear AC comp and charged system	\$185.00	
01 - 2021				2 Steer Tires 225/75/16	\$343.64	
07 - 2020				4 Drive tires 225/75R16	\$606.14	
10 - 2019				R&R WC lift Hydraulic rams	\$540.36	
10 - 2019				Steer Tires 225/75/16	\$517.69	
09 - 2019				R&R Starter	\$322.96	
09 - 2019				Replaced Main and AUX Batterys	\$222.72	
09 - 2019				R&R Tie Rod inner and outer drag link and sway bar	\$285.12	
07 - 2019				Front end Alignment, Left lower ball joint front end work inv #89566	\$873.84	
07 - 2019				4 Drive Tires 225/75/16	\$640.40	
01 - 2019				R&R Drivers seat	\$1,068.39	
01 - 2019				Air filter housing	\$169.20	
01 - 2019				Front rotors, sway bar bushings shocks, breaks, fog light switch	\$504.67	
10 - 2018				Rear shocks, rear sway bar bushings,adjusted telma brake switch	\$158.42	
09 - 2018				Replaced front AC compressor. Test drove 20 miles	\$375.09	
				2 HT siped. 4 Back country AT tires	\$1,386.58	\$29,336.67

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 05/31/22	REPAIR HOURS	Dates	Maintenance Performed for Month of May 2022 Jobs Exceeding \$150 performed since July 2015 (In Gray) FY 21/22	Cost for Month Of May	July 2015 to-date CUMULATIVE COST
Bus #503 (diesel)	151,536	2.50	05 - 2022	PM-A	\$0.00	
2014 Chevy Glaval	ODO	0.25	05 - 2022	2 GAL DEF	\$8.00	
	***	1.00	05 - 2022	R&R Drag Link	\$194.90	
Mileage for the Month	1,106	3.75				
						\$202.90

03 - 2022	R&R both batteries and cleared codes. Test drive	\$241.14
08 - 2021	New Drives tires Jackson Invoice # 1-195267	\$2,040.15
07 - 2021	Replaced rear AC corner flushed system and charged	\$393.49
06 - 2021	AC compressor inop. replaced compressor and lines recharged	\$250.00
06 - 2021	R&R Radiator	\$1,834.62
03 - 2021	R&R Nitrogen oxide Sensor	\$581.07
12 - 2021	R&R left AC compressor	\$357.00
03 - 2020	Replaced Left and right Ballads	\$203.43
01 - 2020	24" and 22" Wiper blades	\$540.00
11 - 2019	R&R Brake Hydro booster test drive cleared codes	\$362.87
06 - 2019	Replaced belt tensioner	\$170.38
11 - 2018	Invoice # 22330 davis truck painting top right corner cap repair	\$2,255.42
08 - 2018	225/70/22.5 Invoice # 66200229266	\$870.35
07 - 2018	Horn inop. Removed steering column replaced upper steering shaft	\$751.08
06 - 2018	Rear AC compressor	\$379.20
12 - 2017	STEER TIRES 255/70/R22.5	\$657.75
10 - 2017	Found Turbo Actuator inop. Replaced part. Invoice # R008102695.01 Travel time	\$2,182.38
07 - 2017	Front a/c compressor	\$184.53
06 - 2017	Drive Tires	\$1,173.52
02 - 2017	2 steel tires, 4 retread	\$1,838.00
05 - 2016	replaced coolant surge tank	\$189.00
04 - 2016	4 drive tires, 255/70/22.5 recap	\$921.09
07 - 2015	255/70/R22.5 Drive tires recapped	\$354.00

\$19,834.28

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 05/31/22	REPAIR HOURS	Dates	Maintenance Performed for Month of May 2022 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 21/22	Cost for Month Of May	July 2015 to-date CUMULATIVE COST
-----------------------------------------------	---------------------------------------	-----------------	-------	---------------------------------------------------------------------------------------------------------------------	-----------------------------	--------------------------------------------

Bus #504 (diesel)

2014 Chevy Glaval

OUT OF SERVICE - STEERING PROBLEM

0.00

158,111
ODO

Mileage for the Month

0

\$0.00

02 - 2022	R&R Radiator, located leaks in lines and convector to the parking brake system	\$824.24
09 - 2021	Low power, Fault codes, cleaned fuel system new fuel filter and air filters	\$205.99
08 - 2021	AC Repaired at Hals auto care invoice #81373	\$882.47
05 - 2021	intermittent loss of throttle, Delta truck invoice R008136646 ECM issue	\$1,905.28
04 - 2021	Delta Truck Center Diagnosed and replaced NOX sensor	\$1,367.74
07 - 2020	R&R Drive tires Jackson tire #1-GS183503	\$1,840.66
07 - 2020	R&R Fan Clutch	\$1,245.99
07 - 2020	R&R Front AC Compressor	\$235.25
04 - 2020	Diagnosed problem R&R Turbo speed sensor.	\$309.66
11 - 2020	Betts invoice C10020312122	\$1,327.12
09 - 2019	Drive Tires 255/70/R22.5	\$2,061.70
08 - 2019	Replaced main and AUX Batterys	\$241.14
08 - 2019	in service Delta freightliner elect melt down to hvac inv #F00895372:01	\$647.04
06 - 2019	Rear AC compressor bad. Replaced and recharged	\$383.00
04 - 2019	Replaced rear suspension right and left air ride Ballards	\$203.43
02 - 2019	R&R brake hydro booster power steering filter and gasket	\$409.96
12 - 2018	Rear tires recap 255/70/22.5	\$726.92
12 - 2018	Steer tires 255/70/22.5	\$934.35
10 - 2018	Battery Tray	\$580.00
12 - 2017	Brake warning light on, sent to Delta truck. Invoice # R00811775:1	\$520.04
09 - 2017	Master brake cylinder brake Fluid.	\$601.23
06 - 2017	TURBO ASSIST. DELTA FREIGHTLINER REPAIR	\$182.12
01 - 2017	DELTA TRUCK DIAGNOSED AND REPLACED CRANKCASE BREATHER FILTER	\$2,378.55
09 - 2016	WINDSHIELD	\$538.60
08 - 2016	Fron and rear tires, 255/722.5	\$1,879.53
08 - 2016	Diagnostic check engine light, replaced batteries	\$150.00
06 - 2016	Replaced left inside drive tire. Unrepairable damage	\$182.00
02 - 2016	Steer tires	\$891.67
02 - 2016	drive tires, recap-prepaid	\$776.33
02 - 2016	2 group 31 batteries	\$359.00
02 - 2016	s Steer tires, 255/70/R22.5 Siped	\$890.00
02 - 2016	Recapped drive tires 255/70/22.5 from stock, mounted/balanced/siems rblt	\$776.00
		\$26,457.01

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 05/31/22	REPAIR HOURS	Dates	Maintenance Performed for Month of May 2022 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 21/22	Cost for Month Of May	July 2015 to-date CUMULATIVE COST
-----------------------------------------------	---------------------------------------	-----------------	-------	---------------------------------------------------------------------------------------------------------------------	-----------------------------	--------------------------------------------

Bus #505 (diesel)

2017 Freightliner

Mileage for the Month

84,453	0.15	05 - 2022	Replaced left low beam bulb	\$18.31	
ODO	2.00	05 - 2022	Repaired coolant leak at heater hose to rear heaters on frame rail	\$20.00	
***	0.25	05 - 2022	3.4 Gal DEF	\$15.47	
1,798	0.25	05 - 2022	3.8 Gal DEF	\$17.29	
	0.25	05 - 2022	4.0 Gal DEF	\$18.20	
	2.90				

\$89.27

04 - 2022	Left wheel damage flat tire at SHTC	R&R steer tires	\$609.20
10 - 2021	New front rotors and pads		\$616.55
06 - 2021	R&R Rear brake pads, replaced 1 lug nut		\$263.61
10 - 2020	R&R 4 Drive tires		\$623.44
07 - 2020	R&R DEF header repaired cooling system to header		\$955.81
06 - 2020	R&R left side AC Compressor and belt charged system		\$605.56
05 - 2019	R&R DEF header / sending unit assy. Refilled with DEF		\$741.22
06 - 2018	Windshield tinted Freightliner invoice, F008899513.13		\$195.67
06 - 2018	windshield installation		\$150.00

\$4,750.33

VEHICLE DESCRIPTION *Automatic fire chains	Odometer reading as of 05/31/22	REPAIR HOURS	Dates	Maintenance Performed for Month of May 2022 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 21/22	Cost for Month Of May	July 2015 to-date CUMULATIVE COST
Bus #506 (diesel)	77,696	3.00	05 - 2022	PM-A, R&R Air Filter	\$46.13	
2017 FREIGHTLINER	ODO	1.00	05 - 2022	Repaired coolant leak at brass hose connectors	\$0.00	
	***	0.75	05 - 2022	W/C lift inside roll stop switch	\$48.40	
Mileage for The Month	1,377	2.00	05 - 2022	R&R DEF header and screen filter	\$1,186.55	
		0.25	05 - 2022	4.2 gal DEF	\$18.20	
		7.00				

\$1,299.28

04 - 2022	4-245/70/19.5 drive tires	\$1,218.40
09 - 2021	PM-B Service and transmission service	\$164.95
09 - 2021	New Steer tires	\$606.16
05 - 2021	Replaced Batteries	\$241.14
12 - 2021	R&R power steering pump filter and gaskets	\$334.98
12 - 2021	R&R Hydrobooster	\$400.29
06 - 2020	R&R Both batteries	\$241.14
04 - 2020	R&R front brake rotors, Wheel seals, Hub gaskets and fluid test	\$530.74
03 - 2020	Replaced electrical flex module assy.	\$384.16
12 - 2019	Steer Tires 240/70 R 19.5	\$642.56
12 - 2019	Front and rear Brake pads	\$183.18
10 - 2019	4 Drive tires	\$567.20
07 - 2019	R&R Right mirror with the new one	\$389.40
07 - 2019	DEF Header and O-Ring	\$760.22
06 - 2019	Steer tires 245/70R/19.5	\$884.60
03 - 2019	R&R Drive tires 225/70/19.5	\$567.20
12 - 2018	PM-B	\$732.80
02 - 2019	A-Z Bus Coolant leaks repair Invoice # 02S308741	\$412.83

\$10,561.23

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 05/31/22	REPAIR HOURS	Dates	Maintenance Performed for Month of May 2022 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 21/22	Cost for Month Of May	July 2015 to-date CUMULATIVE COST
-----------------------------------------------	---------------------------------------	-----------------	-------	---------------------------------------------------------------------------------------------------------------------	-----------------------------	--------------------------------------------

Bus #507 (diesel)

2017 FREIGHTLINER

Mileage for the Month

90,846	3.00	05 - 2022	PM-B		\$0.00	
ODO	4.50	05 - 2022	Replaced Wheel bearings, races, seal, hub cover and lug nut. Filled gear oil		\$152.47	
***	0.25	05 - 2022	Spin on filter		\$24.99	
2,150	0.25	05 - 2022	Fuel filter		\$34.00	
	0.25	05 - 2022	4 Gal DEF		\$16.00	
	0.25	05 - 2022	4.8 Gal DEF		\$21.84	
	8.50					

\$249.30

04 - 2022	R&R Front brake rotors, seals and pads. Caliper slide pins	\$831.57
09 - 2021	New drive tires installed Jackson tire invoice # 1-GS196307	\$1,255.43
09 - 2021	2 New Batteries installed	\$241.14
03 - 2021	245/70/19.5 Steer tires	\$670.16
02 - 2021	R&R left AC compressor added PEG 46 oil	\$356.29
09 - 2020	R&R DEF Header	\$916.82
09 - 2020	Drive Tires	\$920.00
06 - 2020	R&R DEF Header	\$935.72
08 - 2019	240/70/19.5 Recap Tires	\$567.20
07 - 2019	Front and rear brake pads	\$199.19
06 - 2019	Replaced DEF Header and sending unit and O Ring	\$825.22
01 - 2019	2 new steer tires, Siped 245/70/19.5	\$894.30
11 - 2018	19.5 Rear Driver tires	\$722.64
11 - 2018	Replaced two batteries	\$300.50

\$9,875.48

VEHICLE DESCRIPTION *Automatic fire chains	Odometer reading as of 05/31/22	REPAIR HOURS	Dates	Maintenance Performed for Month of May 2022 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 21/22	Cost for Month Of May	July 2015 to-date CUMULATIVE COST
Bus #508 (diesel)	89,220	0.50	05 - 2022	Drag link steering	\$194.90	
2017 FREIGHTLINER	ODO	0.25	05 - 2022	4.4 Gal DEF	\$17.60	
	***	0.25	05 - 2022	3 Gal DEF	\$13.65	
Mileage for the Month	2,298	0.25	05 - 2022	3 Gal DEF	\$13.65	
		1.25				

09 - 2021	\$239.80	
05 - 2021	\$241.14	2 New Batteries
03 - 2021	\$261.46	R&R brake rotors, wheel oil seals and pads
05 - 2020	\$806.10	245/70/19.5 Steer Tires
04 - 2020	\$464.10	Replaced AC compressor dryer, condensor fan relay and wiring
02 - 2020	\$567.20	4 Drive tire recap
09 - 2019	\$427.13	Battery Tray
08 - 2019	\$465.00	Towed to Delta freightliner Daves towing invoice #75424
05 - 2019	\$575.22	right rear AC Inop replaced Compressor and dryer and charged
10 - 2018	\$741.22	R&R header / sending unit assy refilled DEF
	\$722.84	Drive tires 19.5 Recaps

\$5,311.01

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 05/31/22	REPAIR HOURS	Dates	Maintenance Performed for Month of May 2022 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 21/22	Cost for Month Of May	July 2015 to-date CUMULATIVE COST
-----------------------------------------------	---------------------------------------	-----------------	-------	---------------------------------------------------------------------------------------------------------------------	-----------------------------	--------------------------------------------

Bus #602 (diesel)

09 GMC

36-passenger 2 w/c

289,095

ODO

Mileage for the Month

0

OUT OF SERVICE PARKED AT AIRPORT

03 - 2020				Replaced both batteries with new	\$0.00	
06 - 2019				R&R Master Brake cylinder	\$304.88	
12 - 2018				Rear AC compressor	\$343.85	
10 - 2018				Replaced Main belt, idler pulley AC belt and air filter	\$280.00	
08 - 2018				W/C lift Struts. P/S Filter. 1 QT of ATF VI	\$150.72	
05 - 2018				BRAKE BOOSTER PUMP AND O RINGS	\$181.82	
12 - 2017				INVOICE # 21538 DAVIS TRUCK PAINTING REPLACED PANELING	\$291.45	
08 - 2017				REPLACED REAR BRAKE PADS	\$4,284.14	
12 - 2016				Replaced cracked exhaust pipe (manifold to turbo)	\$165.00	
12 - 2016				Replaced Multi-function switch (OEM)	\$416.00	
11 - 2016				Replaced main batteries	\$340.00	
09 - 2016				Radiator, lower hose, cross over flow hose and coolant, clamps	\$334.00	
08 - 2016				drive tires	\$830.00	
05 - 2016				Rear A/C Compressor and V belt and 2 filter dryer	\$806.00	
04 - 2016				steer tires, siped 245/70/19.5	\$390.00	
12 - 2015				Replaced brake hydronic booster, adjusted telma brake retarder switch, pressure washed engine compartment and test drove	\$923.00	
09 - 2015				Installed new lower A/C comp. both belts, main tensioner, idlers, towed	\$599.00	
09 - 2015				Installed new PS pump, filter, rebuilt PS gearbox. New draglink installed	\$1,132.00	
07 - 2015				Air filter lower housing, nut clip, mass air sensor, gromet and bushing, test drive and road call	\$1,517.00	
07 - 2015				PCM refurbished	\$457.00	
07 - 2015				Hahn's Auto troubleshot, diagnostic \$789	\$419.00	
07 - 2015				Performance Chevy, EGR valve and cooler, both valve covers, drained oil from intercooler, diesel exhaust filter, rest data, manual regen, test drive	\$789.00	
07 - 2015				July 3 - Broken down on CA-16, towed to Performance Chevy	\$7,127.00	
					\$425.00	\$22,505.86

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 6/5/22	REPAIR HOURS	Dates	Maintenance Performed for Month of May 2022 Exceeding \$150 performed since July 2015 (in Gray) 21/22	Jobs FY	Cost for Month of May	July 2015 to- date CUMULATIVE COST
Bus #701(diesel)	149,624	3.00	05 - 2022		PM-B	\$86.40	
2016 Freightliner - Glaval	ODO	1.00	05 - 2022				
33-passenger 2 w/c		0.25	05 - 2022	R&R Steering Drag Link		\$194.90	
Mileage for the Month	2,722	0.25	05 - 2022	5.4 Gal DEF		\$24.57	
				4.7 Gal		\$21.59	
		4.50					
						\$327.46	

04 - 2022	Emissions Diagnostic found DPF sensor inop. Delta truck inv.	\$1,307.80
02 - 2022	R&R 2 shattered passenger windows. 1/2 of passenger entry door glass	\$1,821.87
05 - 2021	R&R rear AC compressor and belt	\$347.18
04 - 2019	Replaced steer tires 255/70/22.5 from stock	\$834.22
11 - 2018	Front brake rotors, seals, fluid test drove, washed.	\$508.32
04 - 2018	DRIVE TIRES 255/70R22.5 RECAPS	\$726.84
04 - 2018	255/70R22.5 STEER TIRES	\$912.75
02 - 2018	DELTA TRUCK CENTER TRANSMISSION CODE INVOICE # R008105058-01	\$285.92
07 - 2018	PM-B	\$154.61
		\$7,325.97

VEHICLE DESCRIPTION *Automatic tire chains	Odometer reading as of 05/31/22	REPAIR HOURS	Dates	Maintenance Performed for Month of May 2022 Jobs Exceeding \$150 performed since July 2015 (in Gray) FY 21/22	Cost for Month Of May	July 2015 to- data CUMULATIVE COST
TOTALS	22,521	27			\$ 2,436	\$ 283,416

Vehicles no longer in Service - To Be Auctioned

Bus #501 (gas) 221,853 To be re-auctioned
 06 Chevrolet ODO
 28-passenger 2 w/c

Bus #602 (diesel) 289,095
 09 GMC ODO
 36-passenger 2 w/c

AMADOR TRANSIT
FY 2021/22

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	YEAR TO-DATE	Last FY 20/21 to Date
RIDERSHIP-FIXED ROUTE/DAR													
FIXED ROUTE & DAR PASSENGERS													
	1,911	1,836	1,850	1,731	2,132	1,819	1,722	1,911	2,588	1,960	2,216	21,676	15,290
SENIORS	277	283	259	197	194	219	190	218	366	213	235	2,651	2,819
DISABLED	913	704	852	766	1,015	947	853	947	1,119	958	1,042	10,116	5,467
WHEELCHAIR	142	107	87	69	77	114	52	112	113	85	98	1,056	1,175
%SENIORS / DISABLED	70%	60%	65%	60%	60%	70%	64%	67%	62%	64%	62%	64%	62%
YOUTH	21	95	118	107	125	100	85	116	156	110	102	1,135	256
%YOUTH	1%	5%	6%	6%	6%	5%	5%	6%	6%	6%	5%	5%	2%
BIKES	6	10	10	23	7	6	0	5	0	8	10	85	78
OPERATIONS													
TOTAL SERVICE DAYS	21	22	21	20	19	20	17	19	23	21	21	224	227
VEHICLE SERVICE HOURS	891	843	898	824	784	844	696	779	925	871	907	9,262	8,889
PASSENGER PER HOUR	2.1	2.2	2.1	2.1	2.7	2.2	2.5	2.5	2.8	2.3	2.4	2.3	1.7
VEHICLE SERVICE MILES	16,830	17,059	16,605	14,901	14,517	15,313	12,473	14,332	17,508	15,816	16,413	171,767	162,138
VEHICLE NON-REVENUE MILES	1,410	1,491	1,285	1,030	1,461	1,019	997	1,034	1,308	1,274	1,338	13,647	13,978
PASSENGER PER MILE	0.11	0.11	0.11	0.12	0.15	0.12	0.14	0.13	0.15	0.12	0.14	0.13	0.09
COSTS													
MONTHLY EXPENSES (Operating Costs)	\$247,065	\$136,434	\$116,755	\$148,542	\$115,915	\$116,984	\$147,179	\$116,419	\$132,664	\$150,303	\$135,779	\$1,564,039	\$1,524,552
COST PER PASSENGER	\$129.29	\$74.31	\$63.11	\$85.81	\$54.37	\$64.31	\$85.47	\$60.92	\$51.26	\$76.69	\$61.27	\$72.16	\$99.71
COST PER MILE	\$14.68	\$8.00	\$7.03	\$9.97	\$7.98	\$7.64	\$11.80	\$8.12	\$7.58	\$9.50	\$8.27	\$9.11	\$9.40
COST PER HOUR	\$277.29	\$161.84	\$130.02	\$180.27	\$147.85	\$138.61	\$211.46	\$149.45	\$143.42	\$172.56	\$149.70	\$168.87	\$171.51
REVENUE													
FIXED ROUTE/DAR FAREBOX REVENUE	\$4,059	\$6,608	\$5,797	\$6,956	\$5,357	\$5,712	\$5,311	\$5,564	\$5,230	\$5,582	\$4,246	\$60,422	\$49,810
ADVERTISING SALES	\$6,745	\$3,873	\$4,198	\$4,283	\$6,274	\$9,406	\$7,873	\$4,560	\$3,198	\$2,993	\$4,946	\$58,349	\$60,210
TOTAL FAREBOX RATIO	4.74%	8.70%	9.82%	8.48%	11.46%	13.45%	9.93%	10.02%	7.66%	6.13%	7.22%	8.42%	7.91%
SACRAMENTO ROUTE													
PASSENGERS	132	112	109	113	132	81	126	85	138	159	202	1,389	591
SENIORS	38	55	45	39	57	28	36	37	42	51	69	497	171
DISABLED	24	12	10	23	10	9	0	2	16	5	12	123	147
WHEELCHAIR	0	1	0	1	1	0	0	0	0	0	1	4	3
%SENIORS / DISABLED	47%	61%	50%	56%	52%	46%	29%	46%	42%	35%	41%	45%	54%
YOUTH	7	2	14	5	4	0	0	0	3	6	0	41	14
%YOUTH	5%	2%	13%	4%	3%	0%	0%	0%	2%	4%	0%	3%	2%
BIKES	0	1	2	0	0	1	0	0	0	0	1	5	3
VEHICLE SERVICE HOURS	142	146	138	127	125	132	108	124	133	152	152	1,479	1,470
PASSENGER PER HOUR	0.9	0.8	0.8	0.9	1.1	0.6	1.2	0.7	1.0	1.0	1.3	0.9	0.4
VEHICLE SERVICE MILES	3,864	4,072	3,848	3,656	3,594	3,784	3,131	3,485	4,173	3,929	3,944	41,480	40,683
VEHICLE NON-REVENUE MILES	128	134	134	134	116	131	129	116	140	140	126	1,428	1,402
PASSENGER PER MILE	0.03	0.03	0.03	0.03	0.04	0.02	0.04	0.02	0.03	0.04	0.05	0.03	0.01
OPERATING COST													
(Amador City to Sac City Line)													
COST PER PASSENGER	\$3,652	\$3,826	\$3,652	\$3,478	\$3,305	\$3,478	\$2,957	\$3,304	\$3,652	\$3,652	\$3,652	\$38,608	\$39,477
COST PER MILE	\$27.67	\$34.16	\$33.50	\$30.78	\$25.04	\$42.94	\$23.47	\$38.87	\$26.46	\$22.97	\$18.08	\$27.80	\$66.80
COST PER HOUR	\$0.95	\$0.94	\$0.95	\$0.95	\$0.92	\$0.92	\$0.94	\$0.95	\$0.88	\$0.93	\$0.93	\$0.93	\$0.97
FAREBOX REV. (inc. TICKET SALES)	\$25.72	\$26.21	\$26.46	\$27.39	\$26.44	\$26.35	\$27.38	\$26.65	\$27.46	\$24.03	\$24.03	\$26.10	\$26.86
SAC CONTRACT REVENUE	\$354	\$370	\$300	\$392	\$409	\$148	\$399	\$441	\$419	\$409	\$345	\$3,986	\$1,932
	\$8,031	\$7,851	\$8,218	\$7,875	\$7,507	\$0	\$7,428	\$7,705	\$13,556	\$0	\$0	\$68,171	\$69,658

9:17 AM

06/30/22

Accrual Basis

AMADOR TRANSIT
STATEMENT OF NET POSITION
As of May 31, 2022

	May 31, 22
ASSETS	
Current Assets	
Checking/Savings	
11100 · 3670 NewWF Checking - Operating	162,845.14
11200 · 8794 Wells Fargo Savings Res	
11210 · Fleet Reserve	734,861.30
11220 · Building Reserve	172,181.69
11230 · Equipment Reserve	61,192.83
11200 · 8794 Wells Fargo Savings Res - Other	35.76
Total 11200 · 8794 Wells Fargo Savings Res	968,271.58
11300 · 8802 Wells Fargo Savings-Grants	
10700 · SGR Funds	33,165.05
11300 · 8802 Wells Fargo Savings-Grants - Other	0.79
Total 11300 · 8802 Wells Fargo Savings-Grants	33,165.84
Total Checking/Savings	1,164,282.56
Accounts Receivable	
12010 · Grant Awards Receivable	56,534.00
12015 · State of GR Receivable	23,673.09
12035 · CRSSA 5310	32,929.00
12040 · 5311 Cares	(66,543.72)
Total Accounts Receivable	46,592.37
Other Current Assets	
13100 · Prepaid Insurance	(5,399.61)
13200 · Pre-Paid IT Service Contract	32,287.08
13300 · Prepaid GPS Tracking	1,994.05
2120 · Payroll Asset	50.00
Total Other Current Assets	28,931.52
Total Current Assets	1,239,806.45
Fixed Assets	
15100 · LAND	254,026.00
15200 · BUILDING	2,356,214.60
15300 · EQUIPMENT	
15500 · COMPUTERS AND SOFTWARE	47,210.47
15300 · EQUIPMENT - Other	186,744.33
Total 15300 · EQUIPMENT	233,954.80
15350 · Bus Equipment	23,986.01
15400 · VEHICLES	2,000,165.77
16000 · ACCUMULATED DEPRECIATION	(2,551,862.00)
Total Fixed Assets	2,316,485.18
TOTAL ASSETS	3,556,291.63

9:17 AM

06/30/22

Accrual Basis

**AMADOR TRANSIT
STATEMENT OF NET POSITION**

As of May 31, 2022

	<u>May 31, 22</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 - ACCOUNTS PAYABLE	33,065.38
Total Accounts Payable	33,065.38
Other Current Liabilities	679,408.52
Total Current Liabilities	712,473.90
Long Term Liabilities	
22400 - Pension Liability	1,260,744.00
26100 - Deferred Inflow Pension	38,719.00
Total Long Term Liabilities	1,299,463.00
Total Liabilities	2,011,936.90
TOTAL LIABILITIES & EQUITY	2,011,936.90

9:26 AM

06/30/22

Accrual Basis

AMADOR TRANSIT
Annual Budget vs. Actual
May 2022= 92% of year

Ordinary Income/Expense	Jul '21 - May 22	Budget	\$ Over Budget	% of Budget
Income				
41000 · OPERATING REVENUE				
41100 · FIXED ROUTE REVENUE	31,990.51	70,000.00	-38,009.49	45.7%
41200 · DIAL-A-RIDE REVENUE	11,849.31	30,000.00	-18,150.69	39.5%
41250 · MODIVCARE/LOGISTICARE REVENUE	19,225.85	20,000.00	-774.15	96.1%
41300 · SACRAMENTO SERV.CONTRACT	68,817.29	85,000.00	-16,182.71	81.0%
41000 · OPERATING REVENUE - Other	0.00	0.00	0.00	0.0%
Total 41000 · OPERATING REVENUE	131,882.96	205,000.00	-73,117.04	64.3%
42000 · NON-OPERATING REVENUES				
42100 · LOCAL TRANSP FUND(LTF)	574,000.00	567,000.00	7,000.00	101.2%
42250 · SGR Funds	56,789.61	57,738.00	-948.39	98.4%
42300 · 5311 Operating Assistance	230,595.00	239,425.00	-8,830.00	96.3%
42310 · 5311 CARES ACT	237,026.47	235,000.00	2,026.47	100.9%
42400 · 5310 Expanded Mobility	166,313.28	168,853.00	-2,539.72	98.5%
42407 · 5310 ARPA (CRRSSA)	32,929.00	32,929.00	0.00	100.0%
42410 · WeVax	30,000.00	30,000.00	0.00	100.0%
42500 · ADVERTISING CONTRACT	51,583.39	72,000.00	-20,416.61	71.6%
42700 · STA -Capital Allocation	156,333.00	269,959.00	-113,626.00	57.9%
44000 · REFUNDS & REIMBURSEMENTS	8,241.35			
44100 · Interest	324.98			
Total 42000 · NON-OPERATING REVENUES	1,544,136.08	1,672,904.00	-128,767.92	92.3%
Total Income	1,676,019.04	1,877,904.00	-201,884.96	89.2%
Gross Profit	1,676,019.04	1,877,904.00	-201,884.96	89.2%

9:26 AM

06/30/22

Accrual Basis

AMADOR TRANSIT
Annual Budget vs. Actual
May 2022= 92% of year

Expense	Jul '21 - May 22	Budget	\$ Over Budget	% of Budget
50010 • LABOR				
50100 • SALARIES & WAGES - Fixed Route	265,687.59	240,500.00	25,187.59	110.5%
50200 • SALARIES & WAGES - DAR	68,597.47	76,500.00	-7,902.53	89.7%
50300 • MAINT. & FACILITIES WAGES	159,322.59	188,425.00	-29,102.41	84.6%
50400 • ADMINISTRATIVE WAGES	199,913.12	218,087.00	-18,173.88	91.7%
50500 • OTHER SALARIES & WAGES	119,554.61	113,800.00	5,754.61	105.1%
Total 50010 • LABOR	813,075.38	837,312.00	-24,236.62	97.1%
51000 • BENEFITS				
51100 • FICA	14,165.76	12,500.00	1,665.76	113.3%
51150 • PENSION PLAN (CalPERS)	165,778.60	177,300.00	-11,521.40	93.5%
51200 • MEDICAL PLAN	55,174.58	60,000.00	-4,825.42	92.0%
51260 • DENTAL PLAN	4,845.77	5,319.00	-473.23	91.1%
51300 • VISION PLAN	1,066.35	1,218.00	-151.65	87.5%
51350 • WORKERS COMP INS	53,524.00	75,000.00	-21,476.00	71.4%
51420 • DISABILITY INSURANCE	8,184.88	8,000.00	184.88	102.3%
51450 • UNEMPLOYMENT INSURANCE	4,502.43	6,000.00	-1,497.57	75.0%
51600 • UNIFORMS/WORK CLOTHES ALLOW	2,360.69	3,700.00	-1,339.31	63.8%
51650 • OTHER BENEFITS	2,517.60	2,500.00	17.60	100.7%
Total 51000 • BENEFITS	312,120.66	351,537.00	-39,416.34	88.8%
52000 • SERVICES & USER FEES				
52100 • VEHICLE TECH SERV-OUTSOURCE	32,712.15	25,000.00	7,712.15	130.8%
52150 • PROPERTY MAINTENANCE SERVICES	12,249.33	10,000.00	2,249.33	122.5%
52170 • CONTRACT IT SERVICES	0.00	1,050.00	-1,050.00	0.0%
52250 • LEGAL COUNSEL	166.40	1,500.00	-1,333.60	11.1%
52300 • ADVERTISING & MARKETING	14,631.09	12,000.00	2,631.09	121.9%

9:26 AM

06/30/22

Accrual Basis

AMADOR TRANSIT
Annual Budget vs. Actual
May 2022= 92% of year

	Jul '21 - May 22	Budget	\$ Over Budget	% of Budget
52350 · LEGAL NOTICES	89.50	200.00	-110.50	44.8%
52400 · SOFTWARE MAINTENANCE FEES	10,170.39	11,750.00	-1,579.61	86.6%
52420 · DRUG & ALCOHOL SERVICES	3,648.00	5,000.00	-1,352.00	73.0%
52500 · FACILITY SECURITY SYSTEM	4,381.61	4,500.00	-118.39	97.4%
52550 · GSA COST ALLOC-(POSTAGE/PRINT)	636.48	700.00	-63.52	90.9%
52600 · PROFESSIONAL & TECH SERVICES	11,487.78	10,000.00	1,487.78	114.9%
52610 · Fees Bank, Merchant, Service	577.35	800.00	-222.65	72.2%
Total 52000 · SERVICES & USER FEES	90,750.08	82,500.00	8,250.08	110.0%
53000 · MATERIALS & SUPPLIES CONSUMED				
53100 · FUEL	130,097.06	155,000.00	-24,902.94	83.9%
53150 · TIRES	21,567.32	20,000.00	1,567.32	107.8%
53200 · LUBRICATION	900.87	3,000.00	-2,099.13	30.0%
53250 · TOOLS	1,377.36	1,000.00	377.36	137.7%
53300 · VEHICLE MAINT-REPAIR PARTS	33,148.73	36,000.00	-2,851.27	92.1%
53350 · SHOP SUPPLIES (Consumables)	3,367.50	3,000.00	367.50	112.3%
53400 · VEHICLE ACCESSORIES	356.45	900.00	-543.55	39.6%
53425 · TOWING	633.19	2,500.00	-1,866.81	25.3%
53450 · FACILITIES MAINT/REPAIR PARTS	7,241.35	4,500.00	2,741.35	160.9%
53500 · TRANSIT CENTER SUPPLIES	348.62	500.00	-151.38	69.7%
53550 · OFFICE SUPPLIES	5,033.65	5,000.00	33.65	100.7%
53650 · PRINTING (Schedules, Brochures)	997.50	6,000.00	-5,002.50	16.6%
53670 · COMPUTER PROGRAM & SUPPLIES	1,868.80	1,000.00	868.80	186.9%
53700 · SAFETY & EMERGENCY SUPPLIES	3,187.08	1,200.00	1,987.08	265.6%
53750 · OTHER MATERIALS & SUPPLIES	550.88	700.00	-149.12	78.7%
Total 53000 · MATERIALS & SUPPLIES CONSUMED	210,676.36	240,300.00	-29,623.64	87.7%

9:26 AM

06/30/22

Accrual Basis

AMADOR TRANSIT
Annual Budget vs. Actual
May 2022= 92% of year

	Jul '21 - May 22	Budget	\$ Over Budget	% of Budget
54000 • UTILITIES				
54100 • AT WATER/SEWER/GARBAGE	4,523.41	4,400.00	123.41	102.8%
54200 • AT -PGE/NATURAL GAS	2,876.99	1,300.00	1,576.99	221.3%
54300 • TRANSIT CTR/WATER/SEWER/GARB	2,418.36	3,000.00	-581.64	80.6%
54400 • TRANSIT CENTER-PGE	387.37	2,000.00	-1,612.63	19.4%
54450 • TRANSIT CENTER-INTERNET	2,457.87	2,100.00	357.87	117.0%
54500 • OFFICE PHONES/FAX/INTERNET	8,412.86	5,300.00	3,112.86	158.7%
54550 • CELLULAR SERVICE	4,060.92	4,500.00	-439.08	90.2%
54700 • WI-FI (Sacramento Bus)	488.21	650.00	-161.79	75.1%
Total 54000 • UTILITIES	25,625.99	23,250.00	2,375.99	110.2%
55000 • CASUALTY & LIABILITY COSTS				
56100 • LIABILITY & PROPERTY DAMAGE INS	102,258.72	146,500.00	-44,241.28	69.8%
Total 56000 • CASUALTY & LIABILITY COSTS	102,258.72	146,500.00	-44,241.28	69.8%
58000 • MISCELLANEOUS (NEW)				
58050 • DUES & SUBSCRIPTIONS	1,938.22	2,000.00	-61.78	96.9%
58200 • TRAVEL & MEETINGS	2,259.70	1,200.00	1,059.70	188.3%
58300 • SAFETY PROGRAM	96.90	600.00	-503.10	16.2%
58400 • TRAINING-Seminars & Materials	1,164.46	1,400.00	-235.54	83.2%
58450 • CDL/ DOT MED/BkGrnd Checks	1,839.87	1,300.00	539.87	141.5%
58500 • Penalties/Late Fees	0.00	100.00	-100.00	0.0%
58600 • Other Miscellaneous	371.87	500.00	-128.13	74.4%
Total 58000 • MISCELLANEOUS (NEW)	7,671.02	7,100.00	571.02	108.0%

9:26 AM
06/30/22
Accrual Basis

AMADOR TRANSIT
Annual Budget vs. Actual
May 2022= 92% of year

	Jul '21 - May 22	Budget	\$ Over Budget	% of Budget
59000 · LEASES / RENTALS				
59100 · Leases & Rentals	11,097.30	10,000.00	1,097.30	111.0%
Total 59000 · LEASES / RENTALS	11,097.30	10,000.00	1,097.30	111.0%
Total Expense	1,573,275.51	1,698,499.00	-125,223.49	92.6%
Net Ordinary Income	102,743.53	179,405.00	-76,661.47	57.3%
Other Income/Expense				
Other Expense				
60000 · CAPITAL DEPRECIATION ALLOCATION				
60125 · Cap.Reserve-Equip.Depreciation	34,757.51	29,695.00	5,062.51	117.0%
60150 · Cap.Reserve-Buildg. Depreciation	25,145.16	56,691.00	-31,545.84	44.4%
60175 · Cap.Reserve-Fleet Depreciation	0.00	183,573.00	-183,573.00	0.0%
Total 60000 · CAPITAL DEPRECIATION ALLOCATION	59,902.67	269,959.00	-210,056.33	22.2%
60700 · State of Good Repair Expenses	0.00	57,738.00	-57,738.00	0.0%
Total Other Expense	59,902.67	327,697.00	-267,794.33	18.3%
Net Other Income	-59,902.67	-327,697.00	267,794.33	18.3%
Net Income	42,840.86	-148,292.00	191,132.86	-28.9%



TO: AT BOARD OF DIRECTORS
FROM: Patricia M. Amarant, General Manager
DATE: July 7, 2022
RE: General Managers Report

RE: CalPERS UAL Payment

Staff reports AT has completed the UAL payments to CalPERS in the amount of \$416,347 as approved by the Board as follows:

- \$116,347 = for FY 22/23 estimated unfunded liability contribution
- \$300,000 = for the outstanding balance on AT's unfunded liability.

The funds borrowed from reserves will be reimbursed with State Transit Assistance (STA) funds apportioned from FY21/22 and FY22/23.



P.O. Box 942715, Sacramento, CA 94229-2715
888 CalPERS (or 888-225-7377) | Fax: (800) 959-6545
TTY: (877) 249-7442
www.calpers.ca.gov

California Public Employees' Retirement System

June 20, 2022

Amador Transit
11400 AMERICAN LEGION DR
JACKSON, CA 95642-9525

CalPERS ID: 1899375431

Dear Amador Transit,

This document is to notify you that your Employer Contributions - Unfunded Liability Additional Contributions, Classic, 1259, CalPERS, 2021/2022, Receivable Identification Number 100000016835736, has been paid in full. Your EFT Checking payment was received by CalPERS on June 20, 2022.

If you have any questions, please visit our Web site www.calpers.ca.gov, or you may contact us toll free at 888 CalPERS (or 888-225-7377).

Sincerely,

Financial Reporting & Accounting Services Division

A handwritten signature in blue ink, followed by a red date stamp that reads "JUN 24 2022".



Serving Amador County Since 1977

SUBJECT: FY 22/23 Final Operating Budget

TO: Amador Transit Board of Directors
FROM: Patricia Maggie Amarant, General Manager
DATE: July 7, 2022

RECOMMENDATION: Approve FY 22/23 Final Operating Budget

At the May 2022 board meeting, staff presented Amador Transit's 2022/23 Preliminary Operating and Income Budget for review.

The board recommended changes to increase the fuel expense item #53100 and adjust the estimated medical/dental/vision benefits line items, #51200, #51260, #51300 to the new approved split of **30%** employee and **70%** employer.

FY 22/23 STA estimated apportionment of **\$361,065** to be deposited into Capital Reserves account and divided as follows:

- \$307,000 to reimburse Fleet Reserves (for CalPERS UAL payment)
- \$35,142 to Building Reserves
- \$18,923 to Equipment Reserves

FY 22/23 LTF claim requested = \$465,000

FY 22/23 State of Good Repairs apportionment = \$59,471

FY 22/23 LCTOP Grant awarded for Extended Upcountry DAR service = \$94,472

Staff presents AT's FY 22/23 Operating and Income budget for final approval.

AMADOR TRANSIT RESERVES FY 22/23

FY 22/23 STA Allotment Estimate for Capital Replacement Funds = \$361,065

Capital Reserves Depreciation Budget FY 22/23				
	Current Capital Reserves Balance as of May 2022	STA Capital Replacement Funds Match	Projected Reserve Balances After CalPERS UAL Pymnts	
11210 - Fleet Depreciation Reserve	\$884,861	\$245,524	\$714,038	
11220 - Bldg. Depreciation Reserve	\$172,182	\$75,824	\$248,006	
11230 - Equip. Depreciation Reserve	\$61,193	\$39,717	\$100,910	
Proposed CalPERS UAL payment FY 22/23	(\$300,000)			
- CalPERS Annual UAL payment FY 22/23.				
Not included in FY 22/23 budget	(\$116,347)			
Total Amt. from Res.	(\$416,347)			
Projected Capital Reserves Balances	\$701,889	\$361,065	\$1,062,954	



Serving Amador County Since 1977

SUBJECT: FY 22/23 STA Claim

TO: Amador Transit Board of Directors
FROM: Patricia M. Amarant, General Manager
DATE: July 7, 2022

RECOMMENDATION: Review and approve RESO #22-04 authorizing General Manager to submit FY22/23 STA Claim to ACTC in the amount of \$361,065 restricted to Capital Reserves pursuant to Transportation Development Act performance efficiency requirements.

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

The TDA statute establishes the State Transit Assistance (STA) from a statewide excise tax on gasoline and diesel fuel. The California State Controller's Office projects Amador Transit to receive \$361,065 in STA funds for FY 22/23.

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

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

Resolution #22-04 approves submittal of the FY 22/23 STA claim to ACTC in the amount of \$361,065 as per California Code of Regulations Section 6649.

STATE CONTROLLER'S OFFICE
2022-23 STATE TRANSIT ASSISTANCE ALLOCATION ESTIMATE
SUMMARY
JANUARY 31, 2022

Regional Entity	PUC 99313 Funds from RTC Sections 7102(a)(3), 6051.8(a), and 6201.8(a) Fiscal Year 2022-23 Estimate		PUC 99313 Funds from RTC Sections 6051.8(b), and 6201.8(b) Fiscal Year 2022-23 Estimate		PUC 99314 Fiscal Year 2022-23 Estimate	Total Fiscal Year 2022-23 Estimate
	A		B		C	D= (A+B+C)
Metropolitan Transportation Commission	\$	39,184,873	\$	32,514,802	\$ 196,846,972	\$ 268,546,647
Sacramento Area Council of Governments		9,966,407		8,269,920	6,362,559	24,602,886
San Diego Association of Governments		4,864,088		4,036,120	2,188,240	11,088,448
San Diego Metropolitan Transit System		12,001,214		9,958,360	9,009,395	30,968,969
Tahoe Regional Planning Agency		549,716		456,143	58,050	1,063,909
Alpine County Transportation Commission		5,774		4,792	827	11,393
Amador County Transportation Commission		190,135		157,770	13,160	361,065
Butte County Association of Governments		1,030,967		855,476	104,727	1,991,170
Calaveras County Local Transportation Commission		229,096		190,099	5,122	424,317
Colusa County Local Transportation Commission		113,175		93,910	9,085	216,170
Del Norte County Local Transportation Commission		137,088		113,753	13,189	264,030
El Dorado County Local Transportation Commission		885,654		734,897	111,591	1,732,142
Fresno County Council of Governments		5,222,677		4,333,670	1,717,767	11,274,114
Glenn County Local Transportation Commission		150,976		125,276	7,679	283,931
Humboldt County Association of Governments		665,633		552,328	211,301	1,429,262
Imperial County Transportation Commission		946,346		785,258	160,135	1,891,739
Inyo County Local Transportation Commission		94,429		78,355	0	172,784
Kern Council of Governments		4,650,456		3,858,853	521,962	9,031,271
Kings County Association of Governments		775,979		643,891	57,102	1,476,972
Lake County/City Council of Governments		325,260		269,894	32,171	627,325
Lassen County Local Transportation Commission		140,257		116,383	12,051	268,691
Los Angeles County Metropolitan Transportation Authority		51,095,675		42,398,142	121,686,458	215,180,275
Madera County Local Transportation Commission		806,150		668,926	49,111	1,524,187
Mariposa County Local Transportation Commission		91,753		76,135	4,708	172,596
Mendocino Council of Governments		440,881		365,834	61,761	868,476
Merced County Association of Governments		1,448,947		1,202,307	127,949	2,779,203
Modoc County Local Transportation Commission		48,280		40,062	6,942	95,284
Mono County Local Transportation Commission		67,631		56,119	182,131	305,881
Transportation Agency for Monterey County		2,224,616		1,845,940	1,266,400	5,336,956
Nevada County Local Transportation Commission		495,805		411,409	44,638	951,852
Orange County Transportation Authority		16,043,046		13,312,190	10,627,316	39,982,552
Placer County Transportation Planning Agency		1,618,612		1,343,091	426,130	3,387,833
Plumas County Local Transportation Commission		92,155		76,469	27,539	196,163
Riverside County Transportation Commission		12,485,685		10,360,365	3,739,538	26,585,588
Council of San Benito County Governments		323,154		268,146	9,762	601,062
San Bernardino County Transportation Authority		11,068,745		9,184,617	4,336,855	24,590,217
San Joaquin Council of Governments		3,985,800		3,307,335	1,664,301	8,957,436
San Luis Obispo Area Council of Governments		1,379,439		1,144,630	180,903	2,704,972
Santa Barbara County Association of Governments		2,244,221		1,862,208	1,052,827	5,159,256
Santa Cruz County Transportation Commission		1,328,279		1,102,179	2,249,725	4,680,183
Shasta Regional Transportation Agency		904,445		750,490	87,568	1,742,503
Sierra County Local Transportation Commission		16,222		13,462	1,146	30,830
Siskiyou County Local Transportation Commission		225,505		187,119	17,498	430,122
Stanislaus Council of Governments		2,828,183		2,346,768	292,651	5,467,602
Tehama County Transportation Commission		332,453		275,862	12,549	620,864
Trinity County Transportation Commission		68,852		57,132	4,915	130,899
Tulare County Association of Governments		2,450,553		2,033,418	471,317	4,955,288
Tuolumne County Transportation Council		271,974		225,678	13,107	510,759
Ventura County Transportation Commission		4,248,739		3,525,517	1,264,670	9,038,926
Subtotals	\$	200,766,000	\$	166,591,500		
State Totals			\$	367,357,500	\$ 367,357,500	\$ 734,715,000



TDA - #1

**TRANSPORTATION DEVELOPMENT ACT
CLAIM FORM**

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

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

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

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

STA: \$361,065 FY: 2022/2023

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

Submitted By: 
Title: General Manager
Date: July 7, 2022

ACTC
Date of Approval: _____

Resolution #: 22-04

ACTC
Executive Director: _____
John Gedney

ACTC
Chairman of the Board: _____
Dominic Atlan

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

RESOLUTION NO. 22-04

Implementing: STA Claim to ACTC in the amount of **\$361,065** for FY 2022-2023.

A RESOLUTION of the Board of Directors for Amador Transit authorizing the General Manager to submit to ACTC an STA Claim in the amount of **\$361,065** for FY 2022-2023.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Amador Transit that the STA claim to ACTC in the amount of **\$361,065** is approved and the General Manager is directed and authorized to submit said claim.

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

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

ADOPTED by the Board of Directors of Amador Transit at a regular meeting thereof held on the **7th** **day** of July 2022.

AYES:

NOES:

ABSENT:

Dominic Atlan - Chairman
Amador Transit
Board of Directors

ATTEST:

Felicia Bridges
Recording Secretary



Serving Amador County Since 1977

SUBJECT: FY 2022/23 LTF Claim

TO: Amador Transit Board of Directors
FROM: Patricia M. Amarant, General Manager
DATE: July 7, 2022

RECOMMENDATION: Review and approve RESO #22-05 authorizing General Manager to submit FY 2022/23 LTF Claim to ACTC in the amount of \$465,000.

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

The TDA statute establishes the Local Transportation Fund (LTF) by designating that ¼ cent of the state sales tax revenue collected within each region be used for transportation purposes, primarily for public transit.

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

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

Resolution #22-05 is the formal FY 22/23 LTF claim to ACTC in the amount of \$465,000 as per California Code of Regulations Section 6649.



TDA #02

**TRANSPORTATION DEVELOPMENT ACT
CLAIM FORM**

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

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

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

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

LTF: \$465,000

FY: 2022/2023

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

Submitted By:

Title:

Date:

Patricia M. Amarant

General Manager

July 07, 2022

ACTC

Date of Approval: _____

Resolution #: 22-05

ACTC

Executive Director: _____

John Gedney

ACTC

Chairman of the Board: _____

Dominic Atlan

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

RESOLUTION NO. 22-05

Implementing: LTF Claim to ACTC in the amount of \$465,000 for FY22-23.

A RESOLUTION of the Board of Directors for Amador Transit authorizing the General Manager to submit to ACTC an LTF Claim in the amount of \$465,000 for FY22-23.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Amador Transit that the LTF claim to ACTC in the amount of \$465,000 is approved and the General Manager is directed and authorized to submit said claim.

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

ADOPTED by the Board of Directors of Amador Transit at a regular meeting thereof held on the 7th day of July 2022.

AYES:

NOES:

ABSENT:

Dominic Atfan - Chairman
Amador Transit
Board of Directors

ATTEST:

Felicia Bridges
Recording Secretary



Serving Amador County Since 1977

TO: Amador Transit Board of Directors
FROM: Patricia Maggie Amarant, General Manager
RE: Final Update MOU Contract Approval
DATE: July 7, 2022

Staff submits the final updates to Amador Transit's MOU contract agreement for review and approval.

AGREEMENT BETWEEN
THE EMPLOYEE ASSOCIATION
AND
AMADOR TRANSIT SYSTEM

~~July 1, 2019 – June 30, 2021~~

July 1, 2022 – June 20, 2025

INDEX

Preamble and Definitions	3
Purpose of the Agreement	4
ARTICLE I – RIGHTS OF THE PARTIES	5
ARTICLE II – EFFECTS OF THE AGREEMENT	7
ARTICLE III – NON-DISCRIMINATION	10
ARTICLE IV – COACH OPERATORS	11
ARTICLE V – WAGES	12
ARTICLE VI – HOURS OF WORK AND OVERTIME	14
ARTICLE VII – HOLIDAYS	15
ARTICLE VIII – VACATION AND SICK LEAVE	16
ARTICLE IX – OTHER TYPES OF LEAVE-UNAUTHORIZED LEAVE	17
ARTICLE X – EMPLOYEE HEALTH BENEFITS	20
ARTICLE XI – EMPLOYEE RETIREMENT AND DEFERRED COMPENSATION PLAN	21
ARTICLE XII – OTHER CONDITIONS	21
ARTICLE XIII – DISCIPLINE	22
ARTICLE XIV – GRIEVANCE PROCEDURES	25
ARTICLE XV – SENIORITY	26
ARTICLE XVI – LAYOFF OF EMPLOYEES	27
ARTICLE XVII – DEFINITIONS	28
ARTICLE XVIII – TERM WITNESS AND SIGNATURES	29

PREAMBLE AND DEFINITIONS

This agreement is entered into by and between the Board of Directors of Amador Transit hereinafter referred to as the "Employer", and the Amador Transit Association, hereinafter referred to as "Association".

The parties agree that the term "Employee" whenever used, whether singular or plural, means and applies to those Employees of the Employer "" included within the bargaining unit, and that this Agreement covers only those employees.

The parties agree that the term "their" whenever used, whether singular or plural, mean and applies to all Employees regardless of gender.

This agreement was reached pursuant to and in accordance with the provisions of California Government Code Sections 3500-3510 and supersedes the previous agreement between the Employer and the Association for the period ~~July 1, 2019~~, **July 1, 2022** through ~~June 30, 2021~~, **June 30, 2025**.

Except as otherwise provided herein, this agreement shall be binding upon the Employer and the Association for the period of ~~JULY 1, 2019~~ **July 1, 2022** through ~~June 30, 2021~~; **June 30, 2025** but for any period subsequent to ~~June 30, 2019~~, **June 30, 2022** all matters within the scope of representation, as defined by California Government Code Section 3504 or its successor(s), shall be subject to renegotiation by the Employer and Association in accordance with the provisions of this agreement and of California Government Code Sections 3500-3510 or its successor(s).

Proposals for changes to the MOU must be submitted to AT General Manager (or Assistant Manager, in the event that the General Manager is not available) at least two working days in advance of scheduled meeting with AT Personnel Committee.

All rights, privileges, powers and authority stipulated by state or federal law shall be adhered to by the Employer and the Association until such time as those rights, privileges, powers and authority are changed by state or federal law.

PURPOSE OF THE AGREEMENT

The purpose of this Agreement is to encourage a spirit of helpful cooperation between the Employer and the Association to their mutual advantage and that of the public. It shall reflect the mutually agreed upon Amador Transit Core Values of Acknowledgement, Support, Accountability, Shared Responsibility, Communication and Professionalism in its wording and use.

No modification, alteration or revision of this agreement shall be made unless first reduced to writing and signed by the Employer and the Association.

ARTICLE I – RIGHTS OF THE PARTIES

Section 1: Employer Rights

The responsibility to manage the affairs of the Amador Transit System is vested exclusively in the Employer, limited only by the specific terms and conditions of this agreement. That responsibility includes but is not limited to plan, direct and control all operations and services; to determine methods, means and number of personnel by which such operations and services are conducted; to assign and distribute work, to hire, discharge, suspend, promote, demote, reward, discipline or relieve employees due to lack of work or other legitimate reasons; to make and enforce reasonable rules and regulations; and to implement new, revise or discharge, wholly or in part, old methods, procedures, materials equipment, facilities and standards.

Section 2: Employee Rights

- a) Employees of the Employer shall have the right to form, join and participate in the activities of employee organizations of their own choosing. Employees shall also have the right to refuse to join or participate in the activities of employee organizations.
- b) Nothing in this agreement shall prohibit any employee from representing himself/herself individually or from appearing in his/her own behalf in his/her employment relations with the Employer.

Section 3: Recognition

- a) The Employer hereby reaffirms its exclusive recognition of the Association as the representative of all Employer employees for the entire term of this agreement, except those employees' holding management, supervisory and confidential positions.
- b) The Association, in turn, recognizes the person(s) designated by the Employer to represent the Employer in the negotiation of this agreement, and agrees that all negotiations leading to the ratification and implementation of this agreement, along with all amendments and successors thereto, shall be conducted exclusively with the person(s) so designated.
- c) All newly created employment positions, except those, that are management, supervisory or confidential, shall be assigned to the bargaining unit represented by the Association.
- d) A Management position shall include any position held by an employee having responsibilities for formulating Employer policies or administering Employer programs.
- e) A Supervisory position shall be held by an employee having the authority to assign work to and direct the actions of other employees.
- f) A Confidential position shall include any position held by an employee whose unrestricted access to confidential personnel files or whose responsibilities or knowledge in connection with employment relations between the Employer and its employees would make his/her membership in an employee organization incompatible with his/her official duties.

Section 4: Association Rights

- a) The Employer shall allow representatives designated by the Association, which shall not exceed one (1) except by consent of the Employer time off work without loss of pay or benefits during formal negotiations with the Employer for purposes of reaching agreement on wages, hours and other terms and conditions of employment.
- b) Such time off work shall not extend to Association preparation leading to formal negotiations. On or before **March 2, 2021, March 2, 2023** the Association shall notify the Employer in writing of its intention to renegotiate a new agreement with the Employer to take effect after the expiration of the present agreement. The Association's failure to adhere to the above deadline shall cause the Association to waive any right to the retroactive application of the agreement following this agreement. On or before **March 2, 2021, March 2, 2023** the Association shall notify the Employer in writing of the name of the representative designated by the Association to negotiate with the Employer in accordance with Section 4.A above. In the event of the replacement of the representative so designated, the Association shall notify the Employer in writing of the name of the newly designated representative.
- c) The Association shall have the following additional rights:
 - 1. Access, at times that do not interfere with Employer operation, to areas (except restricted areas) in which Employer employees work.
 - 2. Use of Employer buildings at reasonable times for Association matters without charge. The Association shall be responsible for any damage to Employer property caused by such use.
 - 3. Any such damage arising from Association use of Amador Transit facilities shall be assessed equally against each member of the association.
 - 4. Use of reasonable space on any Employer bulletin boards without charge.
 - 5. Use of any Employer interoffice communications system for transmission of information concerning Association matters without charge. Such use shall not extend to the use of the mail or to the making of long-distance telephone calls at Employer expense. Use of copy machine or fax must be approved in advance by the Amador General Manager or by the person authorized by him/her as acting manager in his/her absence.
 - 6. Review, at reasonable times, any public material in the possession of the Employer.

ARTICLE II - EFFECTS OF THE AGREEMENT

Section 1: Effect of Agreement

- a) The provisions of this agreement shall prevail over Employer policies, practices, procedures, and resolutions and over State law to the extent permitted by State law.
- b) Except as provided in Section 5 of this agreement, Severability; and Section 6 of this agreement, Completion of Meeting and Negotiating, the Employer shall have the right to adopt, eliminate or revise any Employer policies, practices, procedures, or resolutions so long as they are not inconsistent with the specific terms of this agreement.

Section 2: Effect of Waiver or Breach of Agreement

Waiver or breach of any provision(s) of this agreement shall not constitute any future waiver or breach of this agreement.

Section 3: Embodiment

- a) This agreement sets forth the full and complete agreement between the Employer and the Association on all subjects contained herein and shall supersede all prior formal or informal agreements, memoranda of understanding, policies, practices, procedures, or resolutions thereon.
- b) There are no valid or binding representations, inducements, promises or agreements, oral or otherwise, between the Employer and the Association, except those embodied herein.

Section 4: Severability

- a) If, during the term of this agreement, there exists any applicable law, rule, regulation, or order issued by governmental authority other than the Employer which shall render invalid or restrain compliance with or enforcement of any provision of this agreement, such provision shall be immediately suspended and shall be of no effect thereunder so long as such law, rule, regulation or order shall remain in effect. Such invalidation of a provision of this agreement shall not invalidate any remaining provisions, which shall continue in full force and effect.
- b) In the event of such severance of a provision of this agreement, the Employer and the Association shall, within thirty (30) days of a request by the Association, recommence meeting and negotiating upon a replacement, if any, for such severed provision.

Section 5: Completion of Meeting and Negotiating

- a) Except as provided herein by Section 5, Severability; and by Section 27.A, Term Witness and Signatories, the Employer and the Association expressly waive and relinquish the right, during the term of this agreement, to meet and negotiate further on this agreement and agree that neither the Employer nor the Association shall be obligated to meet and negotiate with respect to any subject covered in this agreement.

- b) Nothing in this agreement shall prohibit the Employer and the Association from meeting and negotiating on any subject within the scope of representation as defined by California Government Code Section 3504 or its successor(s), if such subject has not been heretofore agreed upon by the Employer and the Association and if such subject represents matters or conditions not covered by this agreement.

Section 6: Political Activity by Employer Employees

- a) In accordance with Title 5 US Code, Sections 1501- 1508, no Employer employee whose principal employment is in connection with any Employer activity financed in whole or in part by loans or grants made by the United States or by a federal agency shall engage in any partisan political activity forbidden by Section 1502 of Title 5, US Code; however, such Employer employees shall be free to engage in any non-partisan political activity permitted by Section 1503 of Title 5 US Code.
- b) Except when on duty, or on the premises of the Employer, or as provided by Section 10.A above, or as may otherwise be provided by law, no Employer employee shall be prohibited from engaging in or be coerced or required to engage in political activity.

Section 7: Concerted Activities

- a) The Association and the Employer agree that there shall be no strike, work stoppage, work slowdown, job action, picketing or other refusal or failure by employees of the Employer to perform their job functions and responsibilities fully and faithfully, nor shall there be any other interference of a similar or related nature with the operation of the Employer by the Association or by its officers, agents, or members during the term of this agreement.
- b) The Association recognizes the duty and obligation of its officers and agents to comply with the provisions of this agreement and to make every effort to induce all employees to comply with the provisions of this agreement. In the event of a strike, work stoppage, work slowdown, job action, picketing, other refusal, or failure by employees of the Employer to perform their job functions and responsibilities or other interference fully and faithfully with the operation of the Employer by employees who are represented by the Association, the Association agrees in good faith to take all necessary steps to cause those employees to cease such action.
- c) As a condition of continued employment, all employees shall be responsible for adhering to the provisions of this Section. Accordingly, violation of any provision of this Section by an employee shall constitute just cause for disciplinary action up to and including discharge against the employee by the Employer.

Section 8: Safety Conditions of Employment

- a) The Employer and the Association agree that the need for safe working conditions shall be of paramount importance.
- b) The Association and the Employer agree to consult upon and to cooperate in carrying out such job safety programs, practices and procedures and may be promulgated by the Employer or required by state law, rule, regulation, or order.
- c) Except for items of personal clothing, the Employer agrees to provide such health and safety equipment as may be required by the Employer or by state law, rule, regulation or order.

- d) Employees shall use the safety and health equipment provided by the Employer or alternate safety and health equipment furnished by employees and approved in advance of its use by the Employer and shall be responsible for returning Employer owned safety and health equipment to the Employer upon termination or upon the request of the Employer.
- e) On duty injuries shall be reported immediately to the supervisor **and shall include a written injury report.** In the event of off duty injury or illness arising out of his/her employment with the Employer, an employee incurring such injury or illness shall notify his/her immediate supervisor of the injury or illness as soon as practicable.
- f) As soon as practicable, an employee shall notify his/her immediate supervisor about any unsafe equipment or unsafe working condition. The immediate supervisor shall investigate or cause to be investigated reports of unsafe equipment or unsafe working conditions and shall advise the affected employee(s) of any corrective action to be taken.
- g) No employee shall be required, and no employee shall be disciplined for refusing to work with unsafe equipment or under an unsafe condition if such equipment or condition is determined to be unsafe by an authorized representative of the State Division of Occupational Safety and Health, the State Compensation Insurance Fund, or the California Highway Patrol, or by any person with management/supervisory authority over the affected employee.
- h) As a condition of continued employment, all employees shall be responsible for adhering to Employer and State job safety requirements. Accordingly, knowing failure by an employee to perform work in accordance with Employer or State job safety requirement(s) shall constitute just cause for disciplinary action, up to and including discharge, against the employee by the Employer. (Refer to Section 19)
- i) All persons employed as drivers shall be in possession of a valid CPR provider certificate and a valid First Aid provider certificate. AT will bear the expense of training and refresher courses, and employees will be paid their regular rate of pay during attendance at such courses, when such attendance has been approved in advance by the AT Manager or Assistant Manager.

Section 9. Hold Harmless from Liability

The Association agrees to defend, indemnify and hold the Employer harmless from any and all liabilities resulting from compliance or noncompliance with the provisions of this Article.

ARTICLE III – NON-DISCRIMINATION

Section 1. – Association Membership

The provisions of this agreement shall be applied, subject to state and federal laws, without discrimination because of age, sex, marital status, race, color, national origin, creed, religion, political affiliation, or membership or nonmembership in any employee organization.

Section 2. Personnel Policy

- a) Personnel policies concerning hiring and placement, conditions and privileges of employment, compensation, training, tuition aid, promotions, transfers, demotions benefits, and other related programs are administered on a merit basis without regard to race, creed, color, gender, sexual orientation, national origin, disability or liability for service in the Armed Forces of the United States. Amador Transit and the Employee Association pledge to comply with the Civil Rights Act of 1964 as amended, the Equal Employment Opportunity Act of 1972, the state law against discrimination and any similar or related federal and state laws and regulations which prohibit discrimination based on race, creed, color, religion, national origin, age, gender sexual orientation or disability, except a specifically exempted bona fide occupational qualification. Any employee of Amador Transit who obstructs this policy with respect to equal employment opportunity will be subject to disciplinary action.
- b) Amador Transit personnel policy considers all types of harassment to be a form of discrimination, which will not be tolerated by the Employer. Harassment is defined as a deliberate or repeated behavior, unsolicited and unwelcome, that is verbal or nonverbal and that disturbs, threatens, pesters, torments, annoys, badgers, teases, baits, taunts, insults, distresses or vexes another person where such conduct has the purpose or effect of creating an offensive, intimidating, degrading or hostile environment or interferes with or adversely affects a person's performance.
- c) The Employer and the Association shall share jointly the responsibility for application of this section
- d) Sexual harassment is a form of sexual discrimination and is unlawful practice under Title 7 of the 1964 Civil Rights Act. Sexual harassment is defined as deliberate or repeated behavior of a sexual nature which is unwelcome. It can include verbal behavior such as unwanted sexual comments, suggestions, obscenities, jokes or pressure for sexual favors; nonverbal behavior such as suggestive looks or leering or physical behavior such as pats or squeezes or repeated brushing against someone's body.

ARTICLE IV – COACH OPERATORS

Section 1 – Definitions of Employees

Coach Operators are defined as individuals employed on a continuing basis to operate fixed-route, fixed-route deviated or paratransit vehicles in revenue service.

Section 2 – Seniority

All work assignments will be picked by seniority unless otherwise covered by this agreement. All work assignments created by the Employer will be filled in accordance with the provisions of this agreement.

Section 3 – Work Assignments

- A. Shake-ups will be conducted at least three (3) times a year on dates selected mutually by the Employer and the Employee Association or as necessitated by a service change.
- B. Vacancies between shake-ups will be filled by extra board operators. Should a regularly scheduled assignment become vacant between shake-ups and should that vacancy be anticipated to be of a duration of thirty (30) calendar days or more, any Coach Operator may request a move up.
- C. Operators will pick in person, by seniority. Employees wishing to avail themselves of an absentee pick must contact the Employee Association Representative and specify their choices. The Employee Representative will attempt to accommodate the employee's request, but at no time will the Employee Representative guarantee the assignment, nor will the Employee be allowed to grieve the selection once the shake-up is completed. Additionally, Employees who do not appear in person, or submit an absentee pick, will have their work assignment picked by the Association Representative in seniority order.
- D. No operator will be allowed more than 1 hour from time of notification to choose a shift assignment. Any operator who exceeds the 1-hour limit will forfeit their seniority and will fall to the bottom of the seniority order for that bid only.

ARTICLE V- WAGES

Represented employees will receive a one-step increase effective every ~~July 1, 2019~~ **July 1, 2022**. Subsequent step-increases will be made on the represented individual's employment anniversary date.

Either the Employer or the Association shall have the right to reopen **ARTICLE V-WAGES** by giving written notice to the other party of its election to reopen negotiation, not earlier than **March 1, 2021, March 1, 2023** and not later than ~~May 1, 2021~~ **May 1, 2023**.

In the event that either the Employer or the Association elects to reopen **ARTICLE V-WAGES** in accordance with the above provision, their negotiations shall commence not later than ~~May 1, 2021~~ **May 1, 2023**; provided, that neither the Association nor the Employer shall be relieved of its right or obligation to negotiate **ARTICLE V-WAGES** within the scope of representation if their negotiations have not commenced by ~~May 1, 2021~~ **May 1, 2023**

Section 1. Base Wages

Coach Operator **\$19.67 \$20.46** per hour *This is current base wage Step F*

Base wages for **Coach Operators** in the association unit shall be in accordance with a **phased** schedule:

July 2019 (FY19/20)	2% base wage increase	<u>\$20.06</u> per hour
July 2020 (FY20/21)	2% base wage increase	<u>\$20.46</u> per hour

Facilities Maintenance Technician ~~\$18.59~~ **\$19.34** per hour *This is current base wage Step F*

Base wages for **Facilities Maintenance Technician** shall be in accordance with a **phased** schedule:

July 2019 (FY19/20)	2% base wage increase	<u>\$18.96</u> per hour
July 2020 (FY20/21)	2% base wage increase	<u>\$19.34</u> per hour

Section 2. Pay Steps

Pay Steps for all Employees will progress as follows:

	Hire through completion of training.										CA State Minimum Wage
Step A	Probationary Employee										78% of the base wage.
Step B	1 Year Anniversary of regular employment date										85% " " " " "
Step C	2	"	"	"	"	"	"	"	"	"	89% " " " " "
Step D.	3	"	"	"	"	"	"	"	"	"	92 % " " " " "
Step E.	4	"	"	"	"	"	"	"	"	"	96 % " " " " "
Step F.	5	"	"	"	"	"	"	"	"	"	100% " " " " "

Section 3. Longevity Pay

Longevity for employees in the association until shall receive an hourly longevity bonus as follows:

Beginning of the 6 th year	\$.25/hour	3% @ year 6
Beginning of the 10 th year	\$.25/hour	3% @ year 10
Beginning of the 15 th year	\$.25/hour	3% @ year 15
Beginning of the 20 th year	\$.25/hour	3% @ year 20
Beginning of the 25 th year	\$.25/hour	3% @ year 25

Section 4. Cash Bonus

The Employer may, at its discretion direct that cash bonuses be paid to all employees if the Employer receives dividends from Workers Compensation Insurance.

Section 5. Probationary Period

- After successful completion of the Employer approved training program, the new hire becomes a probationary employee. After six months of satisfactory service, the probationary employee is awarded regular status and advances to Step C on the first day of the payroll period following the month in which such employee completes 6 months of satisfactory service.
- Subject to the provisions of Article IV, Sections 1 through 3 stated above, every employee is paid in accordance with the wage schedule, except when absent from his/her duty with paid leave authorized in accordance with the provisions of this agreement, shall be paid only for the number of hours worked during each month.

Section 6. - Facilities Maintenance Technician

After the completion of a probationary period of five hundred (500) hours, the Facilities Maintenance Technician wage adjustments will be based upon satisfactory work performance, increases will be made at the discretion of the General Manager.

Section 7. Work Scheduling

- a) When an extra board driver has been scheduled to work a shift, the extra board driver shall work as scheduled and bid driver must take the time off as scheduled.
- b) **Extra board Not Needed.** If an extra board driver is called into work for the convenience of the Employer and he/she is not needed after arrival at the Employer office, the extra board driver shall receive **two (2) hours** regular pay as compensation for the cancellation.

Section 8. Transit Driver Trainer

Any employee, certified by the Transit Safety Institute as a Transit Driver Trainer, shall be paid 110% of their wage for the duration of training. The training period is not to exceed 6-8 weeks unless authorized by the General Manager.

ARTICLE VI – HOURS OF WORK AND OVERTIME

Section 1. The work week shall commence at 12:01 AM Sunday and end at 12:00 Midnight Saturday. There shall be two (2) scheduled consecutive days off regardless of how the days fall within the above work week unless consecutive days off are waived by mutual agreement.

Section 2. Workday

The workday for regular employees shall be less than eight (8) hours per day. The workday for any employee may be extended at the discretion of the Employer in accordance with the provisions of Overtime Compensation below. **Employees shall not report to work prior to thirty (30) minutes before their shift starts.**

Section 3. – Work Week

The workweek for regular employees shall be five (5) workdays within a calendar week, for a total of fewer than forty (40) hours. The workweek for extra board employees shall be as designated by the Employer. The workweek for any employee may be extended at the discretion of the Employer in accordance with the provisions of Overtime Compensation below.

Section 4. Overtime Compensation

An employee assigned by the Employer to perform overtime work shall be granted compensation at a rate equal to one and one-half (1-1/2) times the employee's regular rate of pay for all such assigned overtime work, commencing upon arrival at the assigned worksite and ending upon departure from such worksite.

Overtime work shall be defined for the purpose of this section as any work performed by an employee that is more than either eight (8) hours per day or forty (40) hours per week and not to exceed ten (10) hours during any one day.

Only hours worked shall be considered toward overtime payment. Hours paid for holiday, vacation leave, sick leave, bereavement leave, or any other time paid for hours not actually worked will not be counted towards overtime.

ARTICLE VII – HOLIDAYS

Regular employees shall be granted paid holiday leave based on the number of hours worked daily by such employees. Substitute employees shall be granted paid holiday leave based on the average number of hours worked daily during the pay period. The following dates are considered holidays:

New Year's Day	January 1
Martin Luther King Day	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	First Monday in September
Veterans Day	November 11
Thanksgiving Day	Fourth Thursday in November
Thanksgiving Friday	Fourth Friday in November
Christmas Eve	December 24
Christmas Day	December 25

- a) Holidays on Saturday or Sunday. When a holiday falls on Saturday, the preceding workday which is not a holiday shall be deemed the holiday. When a holiday falls on Sunday, the following workday which is not a holiday shall be deemed the holiday.
- b) Employee shall be in pay status on his/her regular working day immediately preceding or succeeding a holiday in order to be paid for the holiday.
- c) An employee who works on a holiday shall be paid at double time and one half his/her regular rate of compensation in lieu of holiday pay.
- c) When a holiday of a regular employee (who is eligible for paid holiday leave) occurs during the scheduled vacation leave of such employee, the employee shall receive paid holiday leave.
- d) An employee's pay for a day off with pay in lieu of a paid holiday shall in no event exceed the pay that the employee would have received had he/she worked his/her regular hours.
- e) The Employer shall deny to any employee holiday leave during any work stoppage, strike, work slowdown or other job action against the Employer by its employees or during any bona-fide emergency for which the Employer deems it necessary to have its employees work.
- f) Employees on a leave of absence without pay shall not receive holiday pay.

ARTICLE VIII – VACATION AND SICK LEAVE **(Effective for New Hires starting 2019)**

All non-probationary employees shall earn and accrue paid leave in accordance with the following provisions:

Section 1. Vacation Leave

Years 1- 5 Employees shall earn and accrue the equivalent of ten (10) days annually, which accrual shall be credited monthly.

Years 6-15 Employees shall earn and accrue the equivalent of fifteen (15) days annually, which accrual shall be credited monthly.

Over 16 years Employees shall earn and accrue the equivalent of seventeen (17) days annually, which accrual shall be credited monthly.

- a) An employee who is separated from Employer employment shall be entitled to payment in lieu of his/her accrued vacation leave existing at the time of separation from employment.
- b) Employees may accumulate and retain a maximum of two hundred (200) hours of paid vacation.
- c) An employee failing to utilize his/her accrued vacation leave in accordance with the provision in Section 23.C above shall be paid in lieu of such accrued vacation leave, which leave shall be deducted from his/her accrued vacation leave.
- d) Except in cases of bona-fide emergency, vacation leave shall be requested by an employee wishing to utilize such leave at least five (5) days in advance of the day upon which such leave is to commence. Vacation leave shall be approved or denied by the Employer Manager or his/her designee within two (2) working days of request by employee.
- e) The Employer shall deny to any employee vacation leave during any work stoppage, strike, work slowdown or other job action against the Employer by its employees or during any emergency for which the Employer deems it necessary to have its employees work.
- f) An employee's pay for any day of vacation leave shall in no event exceed the pay that the employee would have received had he/she worked his/her regular hours.
- g) Leave accrual will be based upon date of hire.

Section 2. Sick Leave

Eligibility: Regular and non-probationary extra-board employees shall earn and accrue **the equivalent of .04610 hours'** paid leave of absence for illness or injury for **every hour worked up to one hundred seventy-three and thirty-three (173.33) hours of service.**

- a) Pregnancy, childbirth, and complications arising wherefrom shall be treated as an illness for purposes of sick leave.
- b) Unused and/or unpaid sick leave shall accrue from year to year; with a maximum cap of 500 hours.
- c) An employee who exhausts his/her available sick leave shall utilize his/her available vacation leave until his/her available vacation leave is exhausted.
- d) The Employer may require from an employee a written physician's or dentist's release for return to duty

- e) The Employer may require from an employee verification of illness or injury after any absence due to illness or injury.
- f) Non-probationary extra board employees shall utilize a minimum of three (3) hours of sick leave per sick leave callout occurrence.
- g) **Employees may choose to donate sick time to other co-workers who have exhausted their available sick time.**

Section 3. Sick Leave Bank at Retirement

- a) Upon the retirement of a regular employee who has completed ten (10) or more years of continuous service, compensation for thirty-three and one-half percent (40%) of his/her unused, accumulated sick leave shall be credited to his/her account with the Public Employees Retirement System.
- b) Upon the retirement of a regular employee who has completed between five (5) and ten (10) years of continuous service, compensation for twenty-five percent (25%) of his/her unused, accumulated sick leave shall be credited to his/her account with the Public Employees Retirement System.
- c) A regular employee who retires with fewer than five (5) years of continuous service shall not be entitled to have compensation for any amount of unused, accumulated sick leave transferred to his/her account with the Public Employees Retirement System.

ARTICLE IX – OTHER TYPES OF LEAVE-UNAUTHORIZED LEAVE

Section 1. Occupational Injury and Illness Leave

- a) A regular employee absent from work because of injury or illness which is determined in accordance with state or federal law to have arisen out of his/her employment shall be granted paid leave of absence during the first three (3) working days of such absence.
- b) An employee absent due to occupational injury or illness shall provide to the Employer a written physician's or dentist's release for return to duty before being permitted to resume his/her employment duties following any absence due to occupational injury or illness. An employee's pay for any period of occupational injury or illness leave shall in no event exceed the pay that the employee would have received had he/she worked his/her regular hours.
- c) A regular employee who exhausts his/her occupational injury and illness leave shall utilize his/her available sick leave. An employee who exhausts his/her available sick leave shall utilize his/her available vacation leave until his/her available vacation leave is exhausted.
- d) An employee shall receive for the period of absence due to occupational injury or illness that fraction of his/her available sick leave, or available vacation leave necessary to make up any difference in wages between worker's compensation temporary disability indemnity, if any, and the pay the employee would have received had he/she worked his/her regular hours and regular day(s).

Section 2. Bereavement Leave

- a) A maximum of three (3) days paid bereavement leave shall be granted regular employees on account of the death of a member of his/her immediate family.
- b) An additional five days may be taken and charged against the employee's available sick leave. An employee who exhausts his/her available sick leave shall utilize his/her available vacation leave until his/her available vacation leave is exhausted.
- c) The Employer may require, upon an employee's return from bereavement leave, appropriate verification of the employee's absence from work on account of the death of a member of his/her immediate family.

Section 3. Jury Duty or Testimony on Behalf of Employer

- a) *Testimony.* A regular employee absent from work for appearance as a witness in response to a subpoena to testify for the Employer shall be granted the amount of pay the employee would have earned had they worked their normal shift.
- b) *Jury Duty.* A regular employee absent from work for jury duty shall be granted the amount of pay the employee would have earned had they worked their normal shift. The Employer shall require verification of the employee's need to be absent from work for service as a juror. The employee shall remit any fees other than mileage reimbursement received by the employee for such service or appearance to the Employer within five (5) working days of their receipt.

Section 4. Military Leave

- a) A regular employee absent for purposes of a health examination required for the Armed Forces of the United States shall utilize his/her available sick leave for such absence. The Employer shall require, prior to and/or following an employee's use of such leave, appropriate verification that such health examination is scheduled at a time when the employee is required to be working for the Employer.
- b) A regular employee shall be granted other paid and unpaid leaves of absence and reinstatement rights following such leaves in accordance with California Military and Veterans Code Sections 389, 395, 395.01, 395.02, 395.03, 395.05, 395.1, 395.3, and or their successor(s).

Section 5. Federal Family Medical Leave Act (FMLA)

- a) As provided for in the Federal Family and Medical Leave Act (FMLA), an eligible employee may take up to a combined total of twelve weeks of leave for his/her own serious health condition, as defined by the acts, for the birth of placement by adoption or foster care of a child, or for the serious health condition of an immediate family member (an employee's child, spouse, or parent) within a twelve-month period.
- b) To be eligible for leave under this section, an employee must have been employed by Amador Transit for twelve months or more and have worked a minimum of one-thousand two hundred fifty (1250) hours in the preceding twelve months. The leave may be continuous or intermittent and shall be unpaid, except that the employee must first use all the available accrued sick leave and then vacation leave as part of the twelve-week period before taking unpaid leave.

Section 6. Disability Insurance Leave

- a) Upon completion of any waiting period during which no benefits are payable from State Disability Insurance, an employee shall receive for the period of absence due to injury or illness following any such required waiting period that fraction of his/her available sick leave, or available vacation leave necessary to make up any difference in wages between the State Disability Insurance benefit and the pay the employee would have received had he/she worked his/her regular hours and regular day(s) in his/her regular assignments. An employee paid in accordance with this formula shall utilize his/her available sick leave in fractional amounts until his/her available sick leave is exhausted, whereupon the employee shall utilize his/her available vacation leave in fractional amounts until his/her available vacation leave is exhausted.

Section 7. Unpaid Leave of Absence

- a) A leave of absence is defined as an excused absence from an employee's regular duties except as provided elsewhere in this agreement.
- b) No benefits shall accrue during an unpaid leave of absence.
- c) The decision to grant a leave of absence without pay shall be the decision of the Employer except as limited by this agreement. Employees must request such leaves in writing and present the request to their immediate supervisor. No leave of absence without pay will be granted to an employee to accept employment with another Employer except for leaves for government service in the public interest.
- d) Failure to report for work upon the expiration of leave of absence, without being excused by the Employer, shall constitute cause for discharge from employment

Section 8. Unauthorized Absence

Any employee's unauthorized absence: i.e., absence from his/her duty without leave authorized in accordance with the provisions of this agreement, for three (3) or more consecutive working days shall constitute an automatic voluntary resignation by such employee from his/her employment with the Employer, effective as of the last date on which the employee worked. Any employee's failure to return to Employer service within three (3) working days of the expiration of his/her leave of absence authorized in accordance with the provisions of this agreement or to secure from the Employer extension of such leave of absence shall constitute an automatic voluntary resignation by such employee from his/her employment with the Employer, effective as of the date of expiration of his/her leave of absence.

The Employer shall deny to any employee either paid or unpaid leave of absence under any provision(s) of this agreement during any work stoppage, strike, work slowdown or other job action against the Employer by its employees or during any bona fide emergency for which the Employer deems it necessary to have its employees work.

ARTICLE X – EMPLOYEE HEALTH BENEFITS

Section 1 – Health Insurance Program EFFECTIVE JULY 1, 2022

The Employer administers group health, vision and dental care insurance policies for those employees who elect to enroll. Every regular employee, other than those employees who are on laid off status, suspended for cause, or on unpaid leave, and his/her dependents (if any) are eligible on the first day of the month following the month in which such employee completes 1,000 hours of probationary service.

Employee Copay is as follows: Employees are responsible for 60% **30%** of the health, vision, and dental insurance ~~premium~~ **premium only. Employees are responsible for 100% of any dependent coverage.** Employer will contribute 40% **70%** of the **employee insurance premium, no dependent coverage.** **Employer offers access to various supplemental insurance options and is paid 100% by employees, no employer contribution.**

Section 2 - Disability Insurance

Every employee shall be enrolled in the State Disability Insurance program in accordance with the Employer's agreement with the State of California Employment Development Department. The Employer shall make on behalf of every employee the total premium contributions required for such State Disability Insurance coverage. The Employer's obligation in the above provision of this Section shall be limited solely and exclusively to payment of the premium contributions specified above.

Section 3 - Health Examination or Testing

If any health examination or test is required of any employee by the Employer, the Employer shall provide the required examination or test, cause such examination or test to be provided, or reimburse the employee for the reasonable cost of such examination or test provided by a doctor of the Employer's choice.

Section 4 – Required CDL Physical Examination

Department of Motor Vehicles driver medical exams are required every **twelve (12)** to twenty-four (24) months for employees. The Employer will designate a physician that employees will use for the required physicals and will pay **up to \$100 of** the total cost for that physician to perform the physical examination.

ARTICLE XI – EMPLOYEE RETIREMENT AND DEFERRED COMPENSATION PLAN

~~Deferred Compensation Plan~~ Retirement Plan and Deferred Compensation Plan

Amador Transit is a member of the California Public Employees' Retirement System (CalPERS). Amador Transit offers CalPERS as a retirement benefit and all employees are automatically enrolled in this plan. Employees with prior public service employment who are drawing CalPERS retirement benefits are not eligible to contribute to CalPERS. No alternative retirement plan or withholding is available.

Employees may elect to enroll in CalPERS 457 Deferred Compensation Plan made through tax-deferred payroll deductions at no cost to the Employer.

ARTICLE XII - OTHER CONDITIONS

Section 1 – Mileage Allowance

Any employee required by the Employer to operate his/her vehicle in the performance of Employer business shall receive an allowance at the rate as is determined by the Internal Revenue Service.

Section 2. – Lifetime Bus Pass

All retired Employer employees and their life partners shall be entitled to a lifetime bus pass, permitting free use of Amador public transit services.

Section 3 – Badges and Uniforms

- a) The Employer shall provide each employee with an employee photo identification badge with lanyard. Employees shall be required to always wear such ID during his/her shift.
- b) The Employer will provide a one-time uniform allowance up to \$150.00 on July 1, on their first year of employment with AT. The annual allowance will be up to \$100.00 per year **thereafter**. Uniform items must be purchased through the Employers uniform supplier OR purchased separately by the employee as outlined in the Employer's Uniform Policy and reimbursed within the annual allowance.
- c) The Employer will supply outerwear for all transit operators.
- d) It is the responsibility of the employee to maintain their uniform in a neat, clean, and presentable condition at all times.
- e) Transit operators reporting to work out of uniform will be relieved of duty and may be subject to discipline.
- f) The Employer will report to CalPERS the monetary value for providing the employee's required uniforms. The uniform allowance amount reported to CalPERS will derive from the Employer's total fiscal year budgeted amount for providing the employee's uniforms, not to exceed \$100 per year, per employee.

Section 4 – Procedures for the Evaluation of Employees

- a) Employee evaluations will be performed at the completion of employee's probationary period and annually thereafter. Step increases (Article IV) will be contingent upon satisfactory performance evaluation.
- b) Any evaluation, when completed, shall be reviewed with the employee by the Manager during the employee's working hours without loss of pay or benefits to the employee. No evaluation shall be placed in any employee's personnel or other Employer record until the evaluation has been reviewed with the evaluated employee. Both the Manager and the evaluated employee shall sign and date the evaluation. The employee's signature shall not indicate that he/she agrees with the contents, conclusions, or recommendations of the evaluation, but only that the employee has read the evaluation and has had the opportunity to discuss it with the Manager. At the time of review of the evaluation with an evaluated employee, the Manager shall provide such employee a true and complete copy of the evaluation, and both the Manager and evaluated employee shall sign and date such copy.
- c) Except as provided in Article XIII, Discipline, of this agreement, the Association and the Employer agree that evaluations shall not be subject to the grievance procedure. However, any employee who wishes to respond to his/her evaluation may, during the employee's working hours, make such a written response, and the response shall be appended to the evaluation and included in the employee's personnel file. Both the Manager and the evaluated employee shall sign and date such written response and the employee's copy.

Section 6 – Personnel Files

- a) Any employee shall have the right, upon request, to inspect and copy all material in his/her personnel file(s), except for material that was obtained prior to his/her employment. The Employer shall have the right to adopt reasonable procedures to govern said inspection and copying. Such request, inspection and copying shall be made at a time when the employee is not required to be on duty.
- b) Any employee shall have the right to attach material in his/her personnel file that is made available for his/her inspection in accordance with this Section his/her comments thereon. Any material attached by employee must be relevant to the issue

ARTICLE XIII – DISCIPLINE

Section 1. – Notification of Changes

The Employer retains the right to discipline employees who fail to comply with its published rules and policies. The Employer agrees to notify the Association of any changes in its rules and policies which may lead to discipline and to meet with the Association representative within a reasonable period, but not less than ten (10) working days prior to implementation.

Section 2. – Just Cause

- a) No employee will be disciplined except for just cause.

b) Just cause for disciplinary action taken against a regular employee shall consist of, but are not limited to the following reasons:

- Evident unfitness or unsuitability for service.
- Incompetence.
- Inefficiency.
- Neglect of duty.
- Violation of any provision of Article II, Section 7 Concerted Activities of this agreement.
- Unexcused absence from duty without leave.
- Insubordination or willful disobedience.
- Refusal or knowing failure to perform work in accordance with Employer or state job safety requirement(s).
- Fraud in securing employment with the Employer.
- Refusal or knowing failure to take any action that is required by law in connection with his/her Employer employment.
- Engaging in any employment, activity or enterprise which is inconsistent, incompatible or in conflict with or detrimental to his/her duties as a Employer employee or to the duties, functions or responsibilities of the Employer.
- Political activity that is forbidden in Article II of this agreement.
- Dishonesty.
- Misuse, malicious damage, or theft of Employer property.
- Conviction of a felony.
- Conviction involving moral turpitude.
- Conviction of a misdemeanor committed while on duty.
- Discourteous treatment toward another employee or toward a member of the public.
- Use of or being under the influence of alcoholic beverage or illegal drug(s) while on duty.
- Unlawful use of or being under the unlawful influence of any legally controlled substance.
- A substitute employee's refusal, without just cause, to report to work when requested by the Employer on three (3) successive occasions in any four (4) week period, subject to Manager's discretion.
- Other behavior either during or outside of duty hours that is of such a nature that it causes discredit to the Employer.

c) *The Amador Transit Employee Manual and Coach Operator Standard Operating Procedures (SOP)* will specify rules and policies subject to the disciplinary process.

d) Should the Employer determine that a suspension is the appropriate discipline for a particular infraction, the suspension (if for more than one (1) day) shall be for consecutive days and shall be issued immediately following the employee being notified of the infraction.

Section 3 – Skelly Requirements

Any notice to an employee of proposed disciplinary action to terminate, suspend for more than 40 hours, reduce an employee in rank or compensation, that employee shall be notified in writing either personally or by certified mail, a Notice of Proposed Action, which shall contain the following:

- a) A statement of the action proposed to be taken.

- b) A copy of the charges, including the acts or omissions and grounds upon which the action is based.
- c) If it is claimed that the employee has violated a rule or regulation of Amador Transit a copy of said rule shall be included with the notice.
- d) A statement that the employee may review and request copies of the material upon which the proposed action is based.
- e) A statement that the employee has ten (10) working days to respond to the appointing authority either orally or in writing.
- f) A statement of the employee's right, prior to the proposed effective date of such action by the Employer, to schedule an informal hearing before the Manager, at which scheduled hearing the employee shall be afforded reasonable opportunity to respond orally and/or in writing to the Manager.
- g) A statement of the employee's right to be accompanied by and consult with an association representative of the employee's choice during such informal hearing.

Service of the above notice on the affected employee shall be made either in person or by certified mail addressed to the employee's last known mailing address. If service is made in person on the employee, the receipt for such notice shall also bear the name of the person making such service. If service cannot be made either in person or by certified mail, service shall be made by regular mail addressed to the employee's last known mailing address. If the affected employee can be served neither in person nor by certified mail addressed to the employee's last known mailing address or if for any reason the affected employee refuses or fails to take receipt of the notice or refuses or fails to acknowledge by the date and his/her signature the receipt for such notice, a statement and/or supporting documentation of such fact shall be made as an attachment to such notice.

Section 4 – Hearing

If an employee requests an informal hearing before the Manager regarding disciplinary action, another person(s) designated by the Employer may assist the Manager in such hearing.

- a) The failure of an employee to request or to appear for an informal hearing before the person(s) proposing disciplinary action adverse to that employee shall constitute a waiver of that employee's right to such hearing or to further administrative or judicial appeal of the disciplinary action.
- b) One (1) Association representative shall also be given an opportunity to be present during such informal hearing.
- c) Following an informal hearing held pursuant to this Section or following an employee's waiver of his/her right to such informal hearing, the proposed disciplinary action may be affirmed, modified, or rescinded.

Section 5 – Appeal

Any grievance by a regular employee appealing disciplinary action adverse to that employee shall be filed at Article XIV, Section 4 of this agreement, 'Procedure for the Resolution of Grievances'. Said grievance shall be filed within the time limits set forth in said Section.

Section 6 – Probationary Employees

There shall be no right of appeal for any disciplinary or action taken to a probationary employee.

ARTICLE XIV – GRIEVANCE PROCEDURE

Section 1 - Purpose

The purpose of this procedure is to provide an orderly method for resolving grievances. A determined effort shall be made to settle any such differences at the lowest possible level. There shall be no suspension of work or interference with the operation of the Employer.

Section 2 - Definitions

- a) A *grievance* shall be defined as a written claim by a grievant of an alleged misapplication, misinterpretation, or violation of a specific provision(s) of this agreement or of any state or federal law(s) applicable to the Employer that has an adverse effect upon the grievant.
- b) An *Association grievant* shall be defined as any employee filing a grievance.
- c) *Working Day* as used in this section, shall be defined as any day on which the Employer office is open for business.

Section 3 - Reduced to Writing

Any grievance filed shall include the following information:

- a) The state or federal law(s) applicable to employees of the Employer, or specific provision(s) of this agreement alleged to have been misapplied, misinterpreted, or violated.
- b) The facts pertinent to the grievance, including the name(s), date(s), place(s), and incident(s) necessary for an understanding of the grievance.
- c) The remedy for such alleged adverse effect sought by the grievant as a resolution of his/her grievance.

Section 4 – Steps in the Grievance Procedures

Step 1- Employer: General Manager. Within ten (10) working days of when the grievant could reasonably have known of the alleged misapplication, misinterpretation, or violation of this agreement or of state or federal law applicable to employees of the Employer, the grievance shall be presented in writing by the grievant and his/her representative to the Employer-General Manager.

- a) Within ten (10) working days of his/her receipt of the grievance, the Employer Manager shall meet with the grievant and his/her representative to resolve the grievance.
- b) Within ten (10) working days of such meeting, the Employer Manager shall reduce his/her decision on the grievance to writing and shall deliver such written decision to the grievant or his/her representative.
- c) If the grievance is not resolved to the satisfaction of the grievant at Step 1 of this procedure or if the decision deadline is not met by the Employer Manager, the grievant may elect to appeal or to have his designated representative appeal the grievance in writing to the committee of the Employer Board of Directors within ten (10) working days of receipt of the written decision at Step 1 or within ten (10) working days after the decision deadline at Step 1 has elapsed.

Step 2 – Employer - Board of Directors. Within thirty (30) working days of its receipt of written appeal of the grievance, an evidentiary hearing shall be held before the committee of the Board of Directors. His/her designated association representative shall assist the grievant at such hearing.

Within ten (10) working days of such meeting, the committee of the Board of Directors shall reduce its decision on the grievance to writing and shall deliver such written decision to the grievant or his/her designated Association representative, which decision shall be final.

Section 5 – Termination of Grievance

A grievant may terminate his/her grievance at any time by giving written notice.

Section 6 – Strike or Lockout

There shall be no strike, lockout or adverse work actions on any matter submitted to the grievance process.

ARTICLE XV – SENIORITY

Section 1 – Definition of Seniority

An employee's date of hire as an employee will determine the employee's agency seniority. In the case of two or more employees being hired at the same time, seniority will be calculated by of their completion of the training period. If both employees complete training at the same time, date of application shall determine seniority. Any employee not completing the entry probationary period shall forfeit all rights to seniority and shall no longer be considered a regular employee and will be terminated. Seniority shall not be earned or accrued by employees for standby or emergency service.

Section 2 – Loss of Seniority

An employee shall lose all seniority credit in the event of voluntary or involuntary termination or in the event of a lay-off for more than twelve (12) months.

Section 3 – Seniority within a Classification

Seniority within a classification shall be determined by the date of hire, transfer, or promotion into that classification.

Section 4 – Transition between Classifications

Employees transitioning into a new classification shall have the opportunity to return to their previous classification during the first six (6) months without prejudice or breach in service.

Section 5 – Assignment Selection

All assignments will be selected by seniority within each classification.

ARTICLE XVI – Layoff of Employees

Seniority for layoff shall be defined as the length of an employee's continuous service, without a break in such service, since his/her most recent date of Employer employment and shall be utilized by the Employer only for purposes of layoff, recall or re-employment in accordance with the provisions of this Section.

- a) The layoff of regular employees shall occur in reverse order of their seniority, so that the employee with least seniority shall be first laid off.
- b) The layoff of an employee for lack of work or lack of funds or because of the reduction or discontinuance of any Employer service, operation, or function, or because of reorganization to increase efficiency of Employer operations and shall be without prejudice to the employee's record. Nothing in this agreement shall be construed to limit the unilateral right of the Employer to determine the fact of lack of work or lack of funds, to determine the necessity for reduction or discontinuance of any Employer service, operation, or function, to determine the necessity for reorganization to increase efficiency of Employer operations, or to determine the form of any layoff.
- c) The period of layoff shall not be considered a break in service for a laid off employee, but all other benefits accruing to such employee under this agreement shall cease to accrue beyond the date of his/her layoff.

Section 1 – Recall of Employees from Layoff

- a) Employees shall be placed on a list for recall in order of their seniority, so that the employee with greatest seniority shall be the first recalled from layoff.
- b) The right of recall from layoff shall not accrue to an employee beyond the date on which such employee declines or fails to respond to an offer of recall from layoff; or beyond one (1) year from the date of his/her layoff; and, upon expiration of such right, such employee shall be deleted from the recall list.

Section 2 – Status of Employee's Upon Recall from Layoff

An employee recalled from layoff shall be granted restoration of all sick leave available to such employee as of the date of his/her layoff. The period of his/her layoff shall not be considered a break in service for such employee, but his/her seniority shall be reduced by the length of time intervening between layoff and the date of his/her re-employment.

ARTICLE XVII- DEFINITIONS

Anniversary Date: The first day of the payroll period following the month in which such employee completes his/her six months of satisfactory service as a probationary employee. The annual date upon which a regular employee becomes eligible for step advancement

Emergency: An unforeseen combination of circumstances or the resulting state that calls for immediate action.

Employee: The person hired by the Employer and assigned to be responsible for performing the tasks of a position.

Immediate Family: The parent, stepparent, foster parent, grandparent, brother, stepbrother, sister, stepsister, spouse, child, stepchild, foster child, grandchild, uncle, aunt, nephew, niece, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, or daughter-in-law of an employee.

Regular Employee: A regular employee works five (5) days a week for less than forty (40) hours per week.

Pay: Wage earned by and payable to an employee, or for the purpose of determining pay status, disability insurance, workers' compensation, temporary disability, indemnity payment(s) payable to an employee in accordance with the provisions of this agreement or in accordance with state or federal law.

ARTICLE XVIII – TERM WITNESS AND SIGNATORIES

Except as otherwise provided herein, the provisions of this agreement shall become effective on ~~July 1, 2019~~ **July 1, 2022** and shall remain in effect through ~~June 30, 2021~~ **June 30, 2023**. Thereafter, the provisions of this agreement shall remain in effect year by year unless either the Employer or the Association notified the other in writing not later than ~~March 1, 2021~~, **March 1, 2023** of its request to modify, amend or terminate this agreement.

In witness whereof, we have ratified this agreement by a membership vote of the Association on and by a vote of the Board of Directors on ~~May 2, 2019~~ **June 2, 2022**.

Pursuant to **Board of Director approval on May 2, 2019 June 2, 2022** the following authorized persons are signatories to this agreement on behalf of the Amador Transit Employer and the Amador Transit Association.

EMPLOYER

ASSOCIATION

By: _____

Dominic Atlan

Chairman, Board of Directors

By: _____

Andrew O'Loan

Negotiating Employee Representative (Retired 6-2-2022)

By: _____

Thomas Norton

Employee Representative (Effective 6-2-2022)

12:00 PM

06/30/22

Accrual Basis

AMADOR TRANSIT

Expenditure Transaction Detail By Account

June 2022

Date	Num	Name	Memo	Amount
23001.1 - Payroll Liabls Total				
25000 - CalPERS Classic Retirement				
06/20/2022	2748	CalPERS	1899375431	3,700.08
06/20/2022	2748	CalPERS	1899375431	2,545.50
Total 25000 - CalPERS Classic Retirement				6,305.58
25100 - CalPERS 457 Plan				
06/20/2022	2749	CalPERS 457 Plan	Plan Entity 450-694	805.06
Total 25100 - CalPERS 457 Plan				805.06
Total 23001.1 - Payroll Liabls Total				7,110.64
24020 - Medical				
06/28/2022	EPAY	Blue Shield of California	4404588	5,210.35
06/28/2022	EPAY	Blue Shield of California	4404588	2,682.59
Total 24020 - Medical				7,872.94
24021 - Aflac				
06/28/2022	2808	AFLAC	ENQ02	273.74
06/28/2022	2808	AFLAC	ENQ02	193.26
Total 24021 - Aflac				467.00
24030 - Dental Liab				
06/28/2022	2810	CoPower (C/O Delta Dental)	R29-37765	471.95
06/28/2022	2810	CoPower (C/O Delta Dental)	R29-37765	688.04
Total 24030 - Dental Liab				1,159.99
24040 - Vision Liab				
06/28/2022	EPAY	Wolfpack Insurance Service Inc	111352-0	115.45
06/28/2022	EPAY	Wolfpack Insurance Service Inc	111352-0	54.85
Total 24040 - Vision Liab				170.30
51000 - BENEFITS				
51350 - WORKERS COMP INS				
06/03/2022	EPAY	PRISM	JUNE	4,026.00
06/03/2022	EPAY	PRISM	JUNE	1,260.00
Total 51350 - WORKERS COMP INS				5,286.00
51600 - UNIFORMS/WORK CLOTHES ALLOW				
06/29/2022	833777	Cheryl Millikan		122.80
Total 51600 - UNIFORMS/WORK CLOTHES ALLOW				122.80
Total 51000 - BENEFITS				5,408.80
52000 - SERVICES & USER FEES				
52150 - PROPERTY MAINTENANCE SERVICES				
06/29/2022	06162022	Dirty Suds Solar Cleaning	AT BASE 940671	530.00
06/29/2022	06162022	Dirty Suds Solar Cleaning	SHTC 940672	240.00
Total 52150 - PROPERTY MAINTENANCE SERVICES				770.00
52300 - ADVERTISING & MARKETING				
06/20/2022	22050054	KVGC 1340 AM	May Ads	500.00
06/20/2022	34391	Ledger Dispatch	May A-Z	300.00
Total 52300 - ADVERTISING & MARKETING				800.00
52550 - GSA COST ALLOC-(POSTAGE/PRINT)				
06/20/2022	AT052022	Amador County General Services ...		22.21
Total 52550 - GSA COST ALLOC-(POSTAGE/PRINT)				22.21

12:00 PM

06/30/22

Accrual Basis

AMADOR TRANSIT

Expenditure Transaction Detail By Account

June 2022

Date	Num	Name	Memo	Amount
52000 - PROFESSIONAL & TECH SERVICES				
06/29/2022	2817	Custom Vinyl Applications		196.63
06/29/2022	062922	U.S. BANK		40.00
Total 52000 - PROFESSIONAL & TECH SERVICES				236.63
Total 52000 - SERVICES & USER FEES				1,828.84
53000 - MATERIALS & SUPPLIES CONSUMED				
53100 - FUEL				
06/20/2022	414833	Hunt & Sons, Inc.		8,803.10
06/20/2022	442944	Hunt & Sons, Inc.		9,464.66
06/29/2022	448712	Hunt & Sons, Inc.		291.82
Total 53100 - FUEL				18,559.58
53150 - TIRES				
06/20/2022	1-203312	Jackson Tire Service, Inc.		76.95
06/29/2022	1-GS203491	Jackson Tire Service, Inc.	6 replacement tires for shop	2,356.01
Total 53150 - TIRES				2,432.96
53200 - LUBRICATION				
06/29/2022	6145-901024	NAPA Auto Parts		27.21
06/29/2022	317412	Ron DuPratt Ford		163.69
Total 53200 - LUBRICATION				190.90
53300 - VEHICLE MAINT-REPAIR PARTS				
06/20/2022	02P493509	A-Z Bus Sales, Inc.		219.90
06/29/2022	02P493513	A-Z Bus Sales, Inc.		113.82
06/29/2022	02P494073	A-Z Bus Sales, Inc.		153.29
06/20/2022	FA0082081...	Delta Truck Center		196.86
06/20/2022	FA0082088...	Delta Truck Center		106.19
06/20/2022	FA0082074...	Delta Truck Center		-401.86
06/29/2022	FA0082093...	Delta Truck Center		195.26
06/29/2022	FA0082126...	Delta Truck Center		37.78
06/29/2022	FA0082103...	Delta Truck Center		169.51
06/29/2022	1565737	Malta Chevrolet		230.84
06/24/2022	6145-900564	NAPA Auto Parts		-74.98
06/24/2022	6145-899942	NAPA Auto Parts		72.08
06/29/2022	6145902490	NAPA Auto Parts		27.25
06/03/2022	CM304557	Ron DuPratt Ford		-24.15
06/29/2022	306087X1	Ron DuPratt Ford		27.67
Total 53300 - VEHICLE MAINT-REPAIR PARTS				1,049.46
53350 - SHOP SUPPLIES (Consumables)				
06/20/2022	100007619	Kimball Midwest		88.13
06/24/2022	6145-900041	NAPA Auto Parts		40.73
06/29/2022	6145901231	NAPA Auto Parts		123.68
Total 53350 - SHOP SUPPLIES (Consumables)				252.54
53450 - FACILITIES MAINT/REPAIR PARTS				
06/29/2022	060822	Sierra Janitorial Supply	4213	149.57
Total 53450 - FACILITIES MAINT/REPAIR PARTS				149.57
53500 - TRANSIT CENTER SUPPLIES				
06/29/2022	062922	U.S. BANK		34.33
Total 53500 - TRANSIT CENTER SUPPLIES				34.33
53550 - OFFICE SUPPLIES				
06/24/2022	8068470361	Staples Advantage		61.91
06/29/2022	062922	U.S. BANK		60.78

12:00 PM

06/30/22

Accrual Basis

AMADOR TRANSIT

Expenditure Transaction Detail By Account

June 2022

Date	Num	Name	Memo	Amount
Total 53550 · OFFICE SUPPLIES				122.69
53650 · PRINTING (Schedules, Brochures)				
06/29/2022	062922	U.S. BANK		151.19
Total 53650 · PRINTING (Schedules, Brochures)				151.19
Total 53000 · MATERIALS & SUPPLIES CONSUMED				22,943.22
54000 · UTILITIES				
54100 · AT WATER/SEWER/GARBAGE				
06/20/2022	609867	Aces Waste Services, Inc.		161.52
06/20/2022	EPAY	Amador Water Agency		111.25
06/20/2022	Epay	Amador Water Agency		83.03
Total 54100 · AT WATER/SEWER/GARBAGE				355.80
54200 · AT -PGE/NATURAL GAS				
06/24/2022	EPAY	P.G. & E.		345.42
Total 54200 · AT -PGE/NATURAL GAS				345.42
54300 · TRANSIT CTR/WATER/SEWER/GARB				
06/20/2022	2410002	Aces Waste Services, Inc.		8.45
06/20/2022	Epay	Amador Water Agency		131.56
06/20/2022	EPAY	City of Sutter Creek	001-2097/AMA0019	73.94
Total 54300 · TRANSIT CTR/WATER/SEWER/GARB				213.97
54500 · OFFICE PHONES/FAX/INTERNET				
06/24/2022	EPAY	Comcast		312.92
06/24/2022	EPAY	Univerge		290.07
Total 54500 · OFFICE PHONES/FAX/INTERNET				602.99
54550 · CELLULAR SERVICE				
06/24/2022	EPAY	Verizon Wireless		381.86
Total 54550 · CELLULAR SERVICE				381.86
Total 54000 · UTILITIES				1,900.04
58000 · MISCELLANEOUS (NEW)				
58200 · TRAVEL & MEETINGS				
06/29/2022	062922	U.S. BANK	Training-Missoula X2	624.10
06/29/2022	062922	U.S. BANK	room	814.60
06/29/2022	062922	U.S. BANK	room	814.60
Total 58200 · TRAVEL & MEETINGS				2,253.30
58300 · SAFETY PROGRAM				
06/29/2022	062222	Amador Transit - Petty Cash		100.00
Total 58300 · SAFETY PROGRAM				100.00
58450 · CDL/ DOT MED/BkGrnd Checks				
06/29/2022	25913	Amador Transit - Petty Cash		47.00
06/29/2022	25921	Amador Transit - Petty Cash		47.00
Total 58450 · CDL/ DOT MED/BkGrnd Checks				94.00
58600 · Other Miscellaneous				
06/29/2022	062922	U.S. BANK		167.62
Total 58600 · Other Miscellaneous				167.62
Total 58000 · MISCELLANEOUS (NEW)				2,614.92
59000 · LEASES / RENTALS				
59100 · Leases & Rentals				

12:00 PM

06/30/22

Accrual Basis

AMADOR TRANSIT
Expenditure Transaction Detail By Account
June 2022

Date	Num	Name	Memo	Amount
06/20/2022	36230	Amador County Airport		50.00
Total 59100 - Leases & Rentals				50.00
Total 59000 - LEASES / RENTALS				50.00
TOTAL				51,526.69