

AMADOR TRANSIT (AT) MINUTES
January 4, 2024 – 9:05 a.m.
ACTC Board Room-117 Valley View Way Sutter Creek, CA 95685

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

Present on Roll Call:

Patrick Crew- Board of Supervisors, Chairman
Steve McLean- City of Jackson, Vice Chairman
Susan Bragstad- City of Amador City
Richard Forster-Board of Supervisors
John Plasse-Citizen at Large
Dan Riordan-City of Sutter Creek

Absent:

None

Also Present:

Patricia Maggie Amarant, AT General Manager
John Gedney, ACTC Executive Director
Felicia Bridges, ACTC Administrative Analyst/Recording Clerk

Pledge of Allegiance

ELECTION OF OFFICERS:

Motion: It was moved by Vice Chairman McLean, seconded by Director Forster, and unanimously carried to approve the reappointment of Director Crew as Chairman and Director McLean as Vice Chairman for the 2024 calendar year, and noted no changes for the bank signatories.

AGENDA:

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

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

PUBLIC MATTERS NOT ON THE AGENDA: Director Forster stated as an update to previous discussions of an alternative fuel location, the Jeff Holman Auto Center site has recently sold making that location no longer available.

CONSENT AGENDA (Items 1-9): Director Bragstad commented she is glad to see ridership up.

#2. Ridership Analysis, November 2023: Director Riordan stated the note on the side of the page reads there was an 83.9 percent change from FY 2023/24, however that does not show in the chart. Ms. Amarant replied there may be an error in the formula and she will take that back for review.

#5. Performance Report, November 2023: Director Forster asked why the Fixed route and Dial-A-Ride (DAR) farebox revenue data are combined. Ms. Amarant responded previously the board had asked staff to separate the Sacramento route data from the regular service, but the fixed route and DAR remained together. She added staff could further adjust that information and separate the Fixed route

and DAR data also. Director Forster clarified that when the farebox ratio is recorded, it is the overall amount. Ms. Amarant replied yes. Director Plasse asked if the overall farebox ratio is exclusive of the Sacramento route. Ms. Amarant stated no, it is all inclusive i.e. the Sacramento route, ModivCare, and regular services. Director Plasse noted he thought that was excluded from the analysis as that route is under a contract that is completely funded by Sacramento and not relative to AT fares. Ms. Amarant stated she understands the reference regarding the fares, but it is included as the ridership for that route does count. However, in the annual audits the farebox recovery ratios are separately analyzed.

#6. Modivcare Revenue Billing Spreadsheet 2023: Director Forster asked for clarification regarding the suspended trips from November 2023-January 2024 due to driver training. Ms. Amarant stated AT has been short staffed for Modivcare drivers due to the increase in demand of DAR in the Ione and Plymouth regions. She continued AT recently had two (2) employees pass their drivers test and Modivcare services will resume shortly. Director Forster asked if AT is losing money due to the suspended service. Ms. Amarant replied it should pick up relatively quickly as the Modivcare revenue is already at 84 percent and we are only at 50 percent of the budget for the year.

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

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

#10: AT General Manager Report (Informational Only): None

REGULAR AGENDA ITEMS:

#10. Review and approve budget line items adjustments. Approve claim and resolution #24-01 for additional LTF funds. Maintenance Repair Parts: Ms. Amarant reviewed her staff report.

Director Plasse asked if “*Unmet Needs LTF Allocation*” for line item #42102 of this budget amendment is the appropriate label for this item as he has not seen that particular label before. Mr. Gedney replied as the Unmet Transit Needs process from the prior year found the expansion of DAR reasonable to meet and the calculation of that extra service was \$50,892, makes this a claim for the previous year’s unmet needs funds.

Motion: It was moved by Director Plasse, seconded by Vice Chairman McLean, and unanimously carried to approve the budget line-item adjustments and resolution #24-01.

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

#11. Approve Monthly Claims List: A revised claims list was provided for review and approval. Director Plasse asked why there are two (2) different Workers Compensation Insurance payments labeled EWS and PWS under line item 51350. Ms. Amarant replied that is for primary and additional coverage. She continued the Excess Workers Compensation (EWS) is an additional coverage that AT has had for many years and acts as a blanket of coverage in the event of any large claims that may arise. Director Plasse asked if AT has had any excessive claims that would trigger the need for additional coverage. Ms. Amarant stated no, but there is one (1) claim that has been going for a few years and is still ongoing.

Director Bragstad asked where the advertising revenue is shown. Ms. Amarant replied the Advertising Contract is line item #42500 on page 1 of the Annual Budget vs. Actual on the Consent Agenda under

#6. Budget/Expenditure Report, November 2023. Ms. Amarant noted the AT Advertising Sales agent will be available to discuss the process at the February board meeting.

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

Ayes: Crew, McLean, Bragstad, Forster, Plasse, Riordan

Noes: None

Absent: None

FUTURE AGENDA ITEMS:

- Advertising agent to present at the February board meeting
- Low Carbon Transit Operations Program funding allocation & potential projects
- Alternative fuels analysis- Director Forster stated he would like the alternative fuel discussion to stay on the list as the analysis between electric and hydrogen is completed. Director Plasse asked if the feasibility study will be sent out for a consultant to complete. Mr. Gedney replied yes, ACTC submitted an application to CalSTA by the December deadline for initial funding of \$100,000 to perform the feasibility study which includes the technology analysis between battery electric and hydrogen fuel. Additional funding was included in the application submittal for phase 2, which includes development of a fleet transition plan as well as ridership improvements. Staff should here if the application was accepted within a few months. Director Plasse asked to factor in other local agencies such as the school district, waste management services, and local governments as this process moves forward. Mr. Gedney stated that is the plan and staff is already working with Amador County General Services staff, Amador Water Agency staff, and local jurisdictions.

ADJOURNMENT:

At 9:29 a.m. the Chairman adjourned the regular meeting to Thursday, February 1, 2024, at 9:00 a.m. at 117 Valley View Way, Sutter Creek, CA 95685.

ATTEST:

Patrick Crew, Chairman
Amador Transit

Recording Clerk

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