
AMADOR TRANSIT (AT) MINUTES
August 1, 2024 – 12:01 p.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 (via Zoom Conferencing)
Steve McLean- City of Jackson, Vice Chairman (acting Chairman)
John Plasse-Citizen at Large
Sandy Staples-City of Amador City
Dan Riordan-City of Sutter Creek
Richard Forster-Board of Supervisors

Absent:

None

Also Present:

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

AGENDA:

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

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

PUBLIC MATTERS NOT ON THE AGENDA: None

CONSENT AGENDA (Items 1-7):

#1. Board Minutes, June 2024: Director Forster and Director Plasse submitted minor corrections.

#4. Vehicle Maintenance Report, June 2024: Director Plasse asked why AT has gone through eight (8) windshields on four (4) vans in a very short amount of time, noting we do not suffer that same consequence on the buses. Ms. Amarant replied the vans sit lower than the buses, and if the crack is not very large it can be repaired (sealed) rather than a full windshield replacement.

#5. Performance Report, June 2024: Director Plasse stated, as the waiver for transit agencies meeting the performance measures for farebox revenues through the State Transit Assistance is no longer active, we need to keep a close eye on operations. He highlighted an increase in vehicle service miles from “*Last fiscal year (FY) 22/23 to Date*” to present “*Year to Date*” of approximately 28,000, an increase of vehicle non-revenue miles of approximately 3,400, and all for the result of one one-hundredth of a passenger per mile. Ms. Amarant responded the increase in vehicle service miles is from the increasing Dial-A-Ride (DAR) services. She noted in the budget both the fixed route and DAR revenue exceed 100%. Director Plasse commented the increase in DAR is only

resulting in one one-hundredth of a passenger per mile and we may be getting fare revenue but not in the farebox recovery ratio. Director Plasse highlighted, without including the advertising revenue, AT's farebox recovery ratio is approximately 5.5%. If you include the advertising revenue that increases the farebox recovery ratio to approximately 8%. However, the requirement AT is supposed to meet is 10%. Ms. Amarant stated staff will keep a close eye on that, and she will review the formula used to ensure its accuracy. Director Crew asked if the increased DAR passengers could be former general transit riders that have now transitioned to using DAR instead. Ms. Amarant replied yes that is possible. She stated she will provide a breakdown of passengers over the last few months at the next meeting.

Director Riordan asked what action can be implemented to improve the farebox recovery ratio. Mr. Gedney replied ridership improvements such as: on-demand transit, Geographic Information System (GIS) transit, and Micro transit are some options. He added ACTC staff is waiting to hear back regarding a grant application through Senate Bill (SB) 125, or as an alternative route, a Short-Range Transit Plan could be completed to provide the analysis of transit improvements for AT.

#6. Budget/Expenditure Report, June 2024: Ms. Amarant stated she asked to have this item pulled as it relates to the 'Building Reserves' account. She continued she just received notice for the State of Good Repair (SGR) program 'Call for Applications' with a deadline for applications due by September 3rd. However, the next board meeting will not be held until September 5th. She stated, due to the short turn-around time, she would like pre-approval from the board to apply for AT's allocation in the amount of approximately \$68,000 in SGR funding to go towards rehabilitation of the AT Administration building/Transit Center parking lots. Ms. Amarant noted she has spoken to the SGR Liaison who did confirm AT may apply for funding for building maintenance such as this.

Director Riordan asked if the entire project would be covered by the SGR funds. Mr. Amarant replied no, based on quotes received last year for pavement repair work for both the AT Administration building and the Transit Center the total was approximately \$72,000 and \$9,000 respectively. She stated the remainder required to complete the work for both locations would come from the "Building Reserves" account. Director Riordan asked if there is a way to keep the work within the SGR funding allocation. He suggested only completing work at one location and leaving the other location for next year. Directors agreed with the suggestion.

Director Crew suggested with the weight of the buses and cost for repairs, a better option may be to utilize concrete instead Ms. Amarant responded she would look into that option when receiving new quotes.

Direction was given to complete an application through the SGR program for funding to perform rehabilitation to the AT Administration building parking lot.

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

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

#8. AT General Manager Report (Informational Only):

- Information regarding Money Market account through Bank of Marin: Ms. Amarant reviewed her staff report. Director Riordan asked, based on a previous conversation in the ACTC meeting, is there a reason AT is not considering a Local Agency Investment Fund (LAIF) for AT. He added as we are not able to move forward with a money market account at this time due to the unexpected arrival of new buses, staff should use that time to research the possibility of opening a LAIF account instead. Director Plasse noted the LAIF that ACTC was looking into provides double the interest rate of this Money Market account. Ms. Amarant stated she will perform that research but noted, as a reminder, the 'Operating Reserves' account is separate from the 'Fleet Reserves' account for depreciation according to the audits.
- Update regarding battery core charges on May claims list: Ms. Amarant reviewed her staff report.

REGULAR AGENDA ITEMS:

#9. AT Committee Appointments: Ms. Amarant reviewed her staff report. Additionally, she stated as Director Bragstad was a member on the Personnel Committee, a replacement is needed for the remainder of the calendar year.

Chairman Crew appointed Vice Chairman Mclean to serve as the replacement member for Director Bragstad on the AT Personnel Committee.

Motion: It was moved by Director Forster, seconded by Director Plasse, and unanimously carried to nominate Vice Chairman McLean as a bank signatory in place of Director Bragstad for the remainder of calendar year 2024.

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

#12. Approve Monthly Claims List:

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

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

#13. Future Agenda Items:

- State of Good Repairs-information and resolution
- Update on Closed Session
- Update on action to impact Farebox recovery Ratio

Closed Session: At 12:30 p.m. Vice Chairman McLean called for a Closed Session as noticed: Conference - Pending or Potential Litigation-Pursuant to Government Code Section §54956.9
 Presenter: Patricia Maggie Amarant, General Manager. At 1:14 p.m. the Vice Chairman adjourned the closed session of AT.

ADJOURNMENT:

At 1:14 p.m. the Vice Chairman adjourned the regular meeting to Thursday, September 5, 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.