
AMADOR TRANSIT (AT) MINUTES
April 3, 2025 – 9:01 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:

Dan Riordan-City of Sutter Creek, Vice Chairman
Rusty Folena-City of Plymouth
John Plasse-Citizen at Large
Sandy Staples-City of Amador City

Absent:

Patrick Crew-Board of Supervisors, Chairman
Brian Oneto, Board of Supervisors

Also Present:

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

Pledge of Allegiance

AGENDA:

Motion: It was moved by Director Plasse, seconded by Director Staples, and carried to approve the agenda with additional Closed Session documents.

Ayes: Riordan, Folena, Plasse, Staples
Noes: None
Absent: Crew, Oneto

PUBLIC MATTERS NOT ON THE AGENDA: None

CONSENT AGENDA (Items 1-7):

#5. Performance Report, February 2025: Director Plasse noted his comments regarding this item can be covered under #8. AT General Manager Report.

#6. Budget/Expenditure Report, February 2025: Director Plasse asked for clarification regarding some of the grant funds that AT has not received yet on the Budget vs. Actual report. Specifically, line item #42250-State of Good Repair Funds shows AT receiving only 34% of the year's budgeted amount, and line item #42300/42315- 5311 grant funds show 0% received. Ms. Amarant replied with regard to line item #42300, she has invoiced them and is awaiting reimbursement. Director Plasse asked how often you can invoice against a grant, and can the invoicing be performed more regularly to make the revenue stream more regular. Ms. Amarant stated for this particular grant you have to accrue the expenses prior to invoicing. She continued line item #42315-5311 Coronavirus Response and Relief Supplemental Appropriations (CRRSAA) Act 2021 was already received but because the auditors have that showing deferred, and it does show on the Statement of Net Position

report as a receivable. Director Plasse stated on the Statement of Net Position it shows approximately \$84,000 received, but on the Budget vs. Actual it shows an amount of approximately \$186,000. Ms. Amarant clarified there are actually two (2) separate CRRSAA funds. The \$84,000 grant funds were received last fiscal year (FY). Vice Chairman Riordan stated if those were already received, they should not be showing on the Statement of Net Positions six (6) months into the next FY. Directors agreed to discuss this item further at a future Finance Committee (FC) meeting.

Motion: It was moved by Director Plasse, seconded by Director Staples, and carried to approve the Consent Agenda as presented.

Ayes: Riordan, Folena, Plasse, Staples
 Noes: None
 Absent: Crew, Oneto

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

Update of meeting with directors on ridership report, data, and format: Ms. Amarant reviewed her staff report.

Director Plasse provided background information regarding the reasoning behind updating the ridership report, data, and format. He then highlighted at the recent FC meeting held with Ms. Amarant he learned the Performance Summary Report (Consent Agenda Item #5) is not created for the board, but rather, created for the Mobility Management Grant. Additionally, the ridership count in the report does not include adults. He highlighted the data from the last FY to Year-to-Date shows the vehicle service hour, vehicle service mile, and vehicle non-revenue miles costs have increased all for a one-one hundredth of a percent trip per mile. He continued this data becomes important, not necessarily on a monthly basis, but more adequately, when the board is analyzing the routes individually. H noted that is when the board would want the route information as provided in the performance summary.

Vice Chairman Riordan added the FC did ask Ms. Amarant to separate the Fixed Route from the Dial-A-Ride data on a monthly basis to provide a better understanding of how the routes are performing.

REGULAR AGENDA ITEMS:

#9. Approve Monthly Claims List:

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

Ayes: Riordan, Folena, Plasse, Staples
 Noes: None
 Absent: Crew, Oneto

#10. Future Agenda Items:

- Finance Committee Report regarding the fixed route data reports and any AT audit findings.

Closed Session: At 9:20 a.m. Vice Chairman Riordan called for a Closed Session as noticed: Conference - Pending or Potential Litigation-Pursuant to Government Code Section §54956.9

Presenter: Patricia Maggie Amaran, General Manager. At 9:39 a.m. the Vice Chairman adjourned the closed session of AT and reported direction was given to staff.

ADJOURNMENT:

At 9:39 a.m. the Vice Chairman adjourned the regular meeting to Thursday, May 1, 2025 at 9:00 a.m. at 117 Valley View Way, Sutter Creek, CA 95685.

Patrick Crew, Chairman
Amador Transit

ATTEST:

Recording Clerk

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