

**AMADOR TRANSIT (AT) MINUTES**  
**May 7, 2026 – 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:**

Patrick Crew - Board of Supervisors, Chairman  
Dan Riordan - City of Sutter Creek, Vice Chairman  
John Plasse - Citizen at Large  
Brian Oneto - Board of Supervisors  
Sandy Staples - City of Amador City  
Wendy Bottomley - City of Plymouth

**Absent:** None

**Also Present:**

April Miller, Amador Transit, General Manager  
Levi Regadanz, Amador Transit, Maintenance Manager  
John Gedney, ACTC Executive Director  
Felicia Bridges, ACTC Transportation Planner  
Caitlin Kleven, ACTC Administrative Assistant

**AGENDA:**

**Motion:** It was moved by Director Oneto, seconded by Director Staples, and unanimously carried to approve the agenda as presented.

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

**PUBLIC MATTERS NOT ON THE AGENDA:** None

**CONSENT AGENDA (Items 1-7):**

**#3. Performance Report, February 2026:** Vice Chairman Riordan requested that Ms. Miller include an additional column in the report showing the percentage of variance compared to the same period in the previous fiscal year.

Director Plasse noted that the report reflected increases in several line item accounts without a corresponding increase in revenue. He referenced a significant increase in fixed route ridership, service hours, and revenue miles driven for the month of March. Specifically, that vehicle revenue miles increased by approximately \$3,000, while total revenue for the month decreased by approximately \$1,000. Ms. Miller apologized for the confusion and explained that the increase was attributable to the Dandelion Days special event which is held in March. The free shuttle service generated nearly 900 passengers. Director Plasse asked if the Lion's Club still contributes funding for the event. Ms. Miller confirmed that a donation was made, but the check was not received until April. Director Plasse clarified that the ridership, service hours, and mileage associated with the event were included in the March totals, while the related revenue was not reflected until the following month. Ms. Miller confirmed that ridership figures are accounted for in the month the service occurs.

**#5. FY 25/26 Reserve Transfer Detail Report:** Director Plasse inquired about the balance shown in the Fleet Reserve account. He noted that while he understood what Ms. Miller was attempting to reflect in the report, the information was ultimately inaccurate because certain payables had not yet been paid and receivables had not yet been received. He stated that although these are valid accounting entries, they do not represent an actual cash position. As a result, the balance shown on the Fleet Reserve Detail Report did not match the balance reflected on the Statement of Net Position under line item #11210. Ms. Miller commented that she was under the impression the Commission wanted those entries included in the Reserve Detail Report. Director Plasse clarified that the entries should still be shown on the budget detail report for transparency purposes, but they should not be included in the reserve balance calculation, as the detail report is intended to reflect the actual cash balance. Further discussion was held regarding the purpose and presentation of the Reserve Detail Report, and it was clarified that the Commission wished to continue seeing the receivable and payable entries listed but excluded from the balance total.

**Motion:** It was moved by Director Plasse, seconded by Vice Chairman Riordan, and unanimously carried to approve the Consent Agenda.

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

**REGULAR AGENDA ITEMS:**

**#8. Review and approve the fixed route and Dial-A-Ride (DAR) fare increase and resolution 26-01:** Ms. Miller stated that, at the direction of the Finance Committee, this agenda item would be tabled until the following month. Vice Chairman Riordan noted that discussion could proceed, but no action would be taken pending additional information requested.

Ms. Miller reviewed the staff report. Directors discussed monthly pass usage statistics, potential fare increases, and the possible impacts on ridership and revenue. Vice Chairman Riordan expressed support for fare increases but noted additional research was needed. Director Staples clarified that agencies utilizing monthly passes, such as The ARC of Amador and Calaveras, would remain eligible for reduced fare pricing and observed that those fares were not proposed to increase. Directors discussed how the proposed fare rates for Zones 2 and 3 would increase, while Zone 1 fares would remain unchanged.

Director Plasse stated the proposed fare increase was intended to address a budget shortfall exceeding \$200,000 from the prior fiscal year, rather than alignment with neighboring agencies. He further highlighted that AT did not receive a grant it had typically been awarded in the amount of approximately \$200,000, creating an estimated \$400,000 budget gap. Director Plasse stated the Finance Committee proposed two (2) approaches to help address the deficit: evaluating potential reductions to shuttle and fixed route services and implementing fare increases. He added that the F.C. would like to present the board with a more comprehensive, data-supported proposal package.

Director Oneto inquired why the grant funding opportunity had been missed. Ms. Miller explained the application did not score high enough for award consideration, noting the minimum qualifying score was 77 and AT received a score of 74. Director Oneto asked whether anything could have been done differently to improve the score, and Ms. Miller stated she had identified improvements for the next grant cycle. Ms. Miller stated there remains a possibility the grant could still be awarded to AT due to various factors. She noted she has remained in contact with the grant liaison but was uncertain of the timeline for a potential award determination. Vice Chairman Riordan commented that grant funding should not be relied upon when developing the budget.

Directors discussed the potential revenue impacts of proposed fare increases. Director Bottomley asked if AT could provide transportation for special events at a cost. Ms. Miller responded that AT could not provide transportation for special events for a fee. That would be considered a charter service, which AT is not. She noted events would need to be open to the public and meet several additional requirements in order for AT to participate. Ms. Miller further stated currently that any funds received in connection with special events are considered donations.

Directors discussed the potential revenue impacts of fare increases. It was noted that reducing routes as a cost-saving measure would primarily affect fuel costs and driver hours, while overall operational costs would remain largely unchanged. Discussion also included topics for future Finance Committee review, including route performance and potential DAR options. It was noted that, due to applicable guidelines, fixed route fare increases must remain proportional to DAR fare increases.

It was agreed that this item would be brought back next month.

**#9. Review and approve Heating, Ventilation, and Air Conditioning (HVAC) repair costs from reserves \$3,661.00:** Ms. Miller reviewed the staff report. Director Oneto asked if the cracks in the heat exchanger had been seen by staff as well as the HVAC company. Mr. Regadanz responded that both he and Ms. Miller confirmed the cracks to be present.

**Motion:** It was moved by Director Oneto, seconded by Director Staples, and unanimously carried to approve the cost of repairs to the HVAC system in the amount of \$3,661.00, using funds from the Building Reserve account .

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

**#10. AT Staff verbal reports, if any:** Ms. Miller stated that AT had successfully passed its annual terminal inspection by the California Highway Patrol (CHP) and passed the recent drug and alcohol policy compliance reviews conducted by RLS & Associates on behalf of Caltrans.

Ms. Miller added she would continue working with the Finance Committee and that the draft FY 2026/27 budget would be brought back to the board the following month.

**#11. Approve Monthly Claims List:**

**Motion:** It was moved by Director Plasse, seconded by Director Bottomley, and unanimously carried to approve the monthly claims list.

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

**#13. Future Agenda Items:**

- FY 2026/27 Preliminary Budget
- Discussion on fare increases and staffing reorganization

**ADJOURNMENT:**

At 9:37 a.m. the Chairman adjourned the regular meeting to Thursday, June 4, 2026 at 9:00 a.m. at 117 Valley View Way, Sutter Creek, CA 95685.



Dan Riordan, Vice Chairman  
Amador Transit

ATTEST:



Caitlin Kleven, Recording Clerk

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