

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
1362 Rutan Court, Suite 100
Livermore, CA 94551

BOARD OF DIRECTORS MEETING

DATE: November 5, 2018

PLACE: Diana Lauterbach Room LAVTA Offices
1362 Rutan Court, Suite 100, Livermore CA

TIME: 4:00pm

AGENDA

1. Call to Order and Pledge of Allegiance

2. Roll Call of Members

3. Meeting Open to Public

- Members of the audience may address the Board of Directors on any matter within the general subject matter jurisdiction of the LAVTA Board of Directors.
- Unless members of the audience submit speaker forms before the start of the meeting requesting to address the board on specific items on the agenda, all comments must be made during this item of business. Speaker cards are available at the entrance to the meeting room and should be submitted to the Board secretary.
- Public comments should not exceed three (3) minutes.
- Items are placed on the Agenda by the Chairman of the Board of Directors, the Executive Director, or by any three members of the Board of Directors. Agendas are published 72 hours prior to the meeting.
- No action may be taken on matters raised that are not on the Agenda.
- For the sake of brevity, all questions from the public, Board and Staff will be directed through the Chair.

4. Consent Agenda

Recommend approval of all items on Consent Agenda as follows:

- A. **Minutes of the October 1, 2018 Board of Directors meeting.**
- B. **Treasurer's Report for September 2018**

Recommendation: Staff recommends the Board approve the September 2018 Treasurer's Report.

5. FY 2018 4th Quarter Report – Operations

Recommendation: None – information only.

6. Adoption of Updated Conflict of Interest Code

Recommendation: Staff recommends that the Board of Directors approve the attached Conflict of Interest Code, including updated Appendix of Designated Officials.

7. Shared Autonomous Vehicle Pilot Project Update

Recommendation: None – information only.

8. Management Action Plan (MAP)

Recommendation: None – information only.

9. Adjourn to CLOSED SESSION

**10. Closed Session pursuant to Government Code Section 54957(b):
PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Executive Director**

**11. Closed Session pursuant to Government Code Section 54957.6
CONFERENCE WITH LABOR NEGOTIATOR
Agency Representative: Michael Conneran, Legal Counsel
Unrepresented Employee: Executive Director**

12. Reconvene to OPEN SESSION

13. Consideration of Amendment to Employment Agreement with Executive Director Michael Tree

Recommendation: Legal Counsel recommends that the Board consider an amendment to the employment agreement with Executive Director Michael Tree

14. Matters Initiated by the Board of Directors

- Items may be placed on the agenda at the request of three members of the Board.

15. Next Meeting Date is Scheduled for: December 3, 2018

16. Adjournment

Please refrain from wearing scented products (perfume, cologne, after-shave, etc.) to these meetings, as there may be people in attendance susceptible to environmental illnesses.

I hereby certify that this agenda was posted 72 hours in advance of the noted meeting.

/s/ Jennifer Suda

LAVTA, Administrative Assistant

11/2/2018

Date

On request, the Livermore Amador Valley Transit Authority will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. A written request, including name of the person, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service should be sent at least seven (7) days before the meeting. Requests should be sent to:

Executive Director

Livermore Amador Valley Transit Authority

1362 Rutan Court, Suite 100

Livermore, CA 94551

Fax: 925.443.1375

Email: frontdesk@lavta.org

AGENDA

ITEM 4A



MINUTES OF THE OCTOBER 1, 2018 LAVTA BOARD MEETING

1. Call to Order and Pledge of Allegiance

Meeting was called to order by Board Chair Scott Haggerty at 4:03pm

2. Roll Call of Members

Members Present

David Haubert – Mayor, City of Dublin

Janine Thalblum – Councilmember, City of Dublin

Jerry Pentin – Councilmember, City of Pleasanton

Karla Brown – Councilmember, City of Pleasanton

Steven Spedowfski – Councilmember, City of Livermore

Bob Coomber – Councilmember, City of Livermore

Scott Haggerty – Supervisor, County of Alameda

3. Meeting Open to Public

David Haubert, Mayor from City of Dublin, arrived during Meeting Open to Public

Herb Hastings

Herb Hastings proposed involving a member of the Tri-Valley Accessible Advisory Committee to help establish the set-up for the new Tri-Valley – San Joaquin Valley Regional Rail Authority train system and that would include the station and train to be properly designed for accessibility. Board Chair Scott Haggerty stated that the Tri-Valley – San Joaquin Valley Regional Rail Authority was set-up by state legislation and in no way excludes Mr. Hastings from being involved by going to the meetings.

After the Meeting Open to Public, Agenda Item 10 and 5 was moved up on the agenda for the convenience of the group in managing the balance of the meeting.

10. Matters Initiated by the Board of Directors

Board Chair Scott Haggerty informed that LAVTA Board of Directors honored Diane Farner at the September 10, 2018 Board meeting where Resolution 26-2018 was passed, but Ms. Farner was unable to attend. Board Chair Scott Haggerty did a special recognition today of Diane Farner for her Wheels bus operator service from 1987 to 2018.

5. Consent Agenda

Recommend approval of all items on Consent Agenda as follows:

A. Minutes of the September 10, 2018 Board of Directors meeting.

B. Preliminary Treasurer’s Report for August 2018

The Board of Directors approved the August 2018 (preliminary) Treasurer’s Report.

Approved: Pentin/Coomber

Aye: Pentin, Brown, Coomber, Haggerty, Spedowski, Thalblum, Haubert

No: None

Abstain: None

Absent: None

4. September Tri-Valley Accessible Advisory Committee Minutes Report

Herb Hastings, Chair of the Tri-Valley Accessible Advisory Committee (TAAC) reported on the minutes of the September 5, 2018 TAAC meeting. Discussed at the TAAC meeting included the change of the committee name with a recommendation and fixed route and Dial-A-Ride issues/suggestions for changes. The most important item discussed was the fare policy proposed changes. The TAAC drafted a letter and then Herb Hastings worked with Jonathan Steketee to draft the letter that was included in the October Board packet recommending a revision to the original proposed fare policy. The TAAC requested the Senior Monthly Pass/Disabled Monthly Pass fares to increase to \$22 in January 2019 and in 2021 to increase this fare to \$25. The DAR proposal is to increase from \$3.50 to \$3.75 in January 2019 and then wait until 2021 for another \$.25 increase to \$4.00. This is how the TAAC recommends the Board consider the fare proposal. Amy Mauldin, Vice Chair of the TAAC added that they thought the price increase was too much for seniors and disabled who are generally low income. After working with Jonathan Steketee they realized the monthly bus pass would have increased 66%. The TAAC also felt having increases each year over three years would be too confusing. It was also requested that after the monthly passes increase to \$25 that there would be no additional increases beyond this point.

6. Final Staff Proposed Fare Policy Changes

Staff informed that after Board approval in June, LAVTA initiated public outreach and the public input process for the proposed fare policy changes. Staff received 11 public comments including a letter from the TAAC and those were included in the packet for review. Staff is recommending for the following final fare policy changes:

- Eliminate transfers and replace with Day Pass
- Eliminate 10-ride tickets and replace with a Youth Clipper Card fare at the same rate
- Senior/Disabled Monthly Pass increase from \$18 to \$22 in January 2019 and then increase from \$22 to \$ 25 in January 2021 with no additional increase beyond this point
- Dial-A-Ride increase from \$3.50 to \$3.75 in January 2019 and delay the proposed increase to \$4.00 until January 2021

LAVTA's financial impact of the Senior/Disabled Monthly Pass fare change by capping it at \$25 versus \$30 would be zero impact in 2019, but by the time the pass would have gotten to \$30 versus \$25 the impact is \$8,000 a year.

LAVTA's financial impact of the Dial-A-Ride fare change by stretching that out to 2021 instead of 2020 is a onetime annual impact of \$13,550.

The item was discussed by the Board of Directors and staff.

The Board of Directors approved these proposed changes with an implementation date of January 1, 2019. Resolution 28-2018.

Approved: Haubert/Spedowfski

Aye: Pentin, Brown, Coomber, Haggerty, Spedowfski, Thalblum, Haubert

No: None

Abstain: None

Absent: None

7. BART Early-Morning Service Plan and Bus Bridge

Staff informed the Board of Directors that the BART District is planning to begin their train service an hour later than currently on weekday mornings, so they can perform critical repairs to aging infrastructure in the system. BART staff is proposing an early morning bus bridge network and requested LAVTA's assistance between East Dublin/Pleasanton and Bay Fair. Staff expected two daily roundtrips to Bay Fair during the 4am hour after which the buses could be positioned to operate our local routes. BART would be expected to compensate LAVTA for the full cost of operating the service and there will likely be an agreement that is renewable for one year at a time until early morning service can be resumed. Staff received direction from the Projects and Services Committee, so this agenda item is more of an informational item.

The item was discussed by the Board of Directors and staff.

The Board of Directors approved in concept the request by the BART District for LAVTA to operate an early-morning bus bridge route on weekdays between the East Dublin / Pleasanton and Bay Fair stations, and direct staff to negotiate a draft agreement with BART District that fully compensates LAVTA for the additional services rendered. It is anticipated that the draft agreement would be considered by the LAVTA Board at a future meeting.

Approved: Pentin/Brown

Aye: Pentin, Brown, Coomber, Haggerty, Spedowfski, Thalblum, Haubert

No: None

Abstain: None

Absent: None

8. 2018 FTA Triennial Review

Staff informed that every three years LAVTA and every other transit agency that is the recipient of FTA funding must have a triennial review. FTA Triennial Review is essentially an audit, but not just a financial audit. The Triennial Review covers everything: procurement, contract oversight, maintenance records, etc. Staff informed that out of 20 areas reviewed by the FTA LAVTA had one deficiency in Satisfactory Continuing Control in regard to the agencies spare ratio.

The FTA accepted LAVTA's corrective action plan to fix the deficiency.

The Board of Directors reviewed the 2018 FTA Triennial report.

Approved: Brown/Spedowfski

Aye: Pentin, Brown, Coomber, Haggerty, Spedowfski, Thalblum, Haubert

No: None

Abstain: None

Absent: None

9. Management Action Plan

Executive Director Michael Tree provided the Board of Directors the Management Action Plan for review. Executive Director Michael Tree announced some important events coming up:

- LAVTA is being named the Transit Agency of the Year for the California Transit Association (CTA). The award will be presented at the CTA Conference in Long Beach on Thursday, October 25, 2018 at 8:45am and Board Members are invited.
- The Historic Train Depot ribbon cutting ceremony is on Thursday, October 11, 2018 at 10am.
- The Dublin Parking Garage groundbreaking in on Tuesday, October 9, 2018 at 3pm.

Executive Director Michael Tree noted that for the first time since 2011 the average ridership during the weekday was over 7,000 in the month of September 2018, but the fare changes today will temper this ridership. It was also noted that LAVTA was approached to add cell towers on our property and we have been in negotiations for this project. Executive Director Michael Tree informed that there will be an agenda item soon one in regards to the SAV Project.

11. Next Meeting Date is Scheduled for: November 5, 2018

12. Adjournment

Meeting adjourned at 4:41 pm.

AGENDA

ITEM 4B



S T A F F R E P O R T

SUBJECT: Treasurer’s Report for September 2018
 FROM: Tamara Edwards, Finance and Grants Manager
 DATE: November 5, 2018

Action Requested

Review and approve the LAVTA Treasurer’s Report for September 2018.

Discussion

Cash accounts:

Our petty cash account (101) has a balance of \$200, and our ticket sales change account (102) continues with a balance of \$240 (these two accounts should not change).

General checking account activity (105):

Beginning balance September 1, 2018	\$1,878,988.33
Payments made	\$1,544,798.26
Deposits made	\$801,350.33
Ending balance September 30, 2018	\$1,135,540.40

Farebox account activity (106):

Beginning balance September 1, 2018	\$241,198.93
Deposits made	\$45,353.96
Ending balance September 30, 2018	\$286,552.89

LAIF investment account activity (135):

Beginning balance September 1, 2018	\$5,680,414.56
Ending balance September 30, 2018	\$5,680,414.56

Operating Expenditures Summary:

As this is the third month of the fiscal year, in order to stay on target for the budget this year expenses (at least the ones that occur on a monthly basis) should not be higher than 25%. The agency is at 25.78% overall.

Operating Revenues Summary:

While expenses are at 25.78%, revenues are at 6.1%, which is expected and the agency has sufficient cash on hand.

Recommendation

Staff recommends the Board approve the September 2018 Treasurer's Report.

Attachments:

1. September 2018 Treasurer's Report

Approved: _____

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
BALANCE SHEET
FOR THE PERIOD ENDING:
September 30, 2018**

ASSETS:

101 PETTY CASH	200	
102 TICKET SALES CHANGE	240	
105 CASH - GENERAL CHECKING	1,135,540	
106 CASH - FIXED ROUTE ACCOUNT	286,553	
107 Clipper Cash	1,087,746	
120 ACCOUNTS RECEIVABLE	1,936,529	
135 INVESTMENTS - LAIF	5,680,415	
150 PREPAID EXPENSES	(101,689)	
160 OPEB ASSET	536,342	
165 DEFFERED OUTFLOW-Pension Related	636,065	
170 INVESTMENTS HELD AT CALTIP	0	
111 NET PROPERTY COSTS	69,223,989	
TOTAL ASSETS		80,421,929

LIABILITIES:

205 ACCOUNTS PAYABLE	483,899	
211 PRE-PAID REVENUE	1,813,756	
21101 Clipper to be distributed	737,756	
22000 FEDERAL INCOME TAXES PAYABLE	6,292	
22010 STATE INCOME TAX	2,603	
22020 FICA MEDICARE	1,969	
22050 PERS HEALTH PAYABLE	0	
22040 PERS RETIREMENT PAYABLE	154	
22030 SDI TAXES PAYABLE	446	
22070 AMERICAN FIDELITY INSURANCE PAYABLE	434	
22090 WORKERS' COMPENSATION PAYABLE	480	
22100 PERS-457	1,268	
22110 Direct Deposit Clearing	0	
23101 Net Pension Liability	1,075,263	
23104 Deferred Inflow- Pension Related	60,124	
23103 INSURANCE CLAIMS PAYABLE	117,488	
23102 UNEMPLOYMENT RESERVE	8,300	
TOTAL LIABILITIES		4,310,233

FUND BALANCE:

301 FUND RESERVE	(4,812,531)	
304 GRANTS, DONATIONS, PAID-IN CAPITAL	81,875,448	
30401 SALE OF BUSES & EQUIPMENT	565	
FUND BALANCE	(951,785)	
TOTAL FUND BALANCE		76,111,697
TOTAL LIABILITIES & FUND BALANCE		80,421,930

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
REVENUE REPORT
FOR THE PERIOD ENDING:
September 30, 2018**

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
4010100	Fixed Route Passenger Fares	1,411,344	54,106	229,938	1,181,406	16.3%
4020000	Business Park Revenues	208,249	0	18,703	189,546	9.0%
4020500	Special Contract Fares	529,223	0	0	529,223	0.0%
4020500	Special Contract Fares - Paratransit	54,000	0	0	54,000	0.0%
4010200	Paratransit Passenger Fares	203,000	13,019	42,133	160,868	20.8%
4060100	Concessions	54,110	0	0	54,110	0.0%
4060300	Advertising Revenue	95,000	0	0	95,000	0.0%
4070400	Miscellaneous Revenue-Interest	7,000	0	0	7,000	0.0%
4070300	Non transportation revenue	56,400	0	5,864	50,536	10.4%
4090100	Local Transportation revenue	333,000	0	0	333,000	0.0%
4099100	TDA Article 4.0 - Fixed Route	10,481,586	0	0	10,481,586	0.0%
4099500	TDA Article 4.0-BART	101,489	0	16,805	84,684	16.6%
4099200	TDA Article 4.5 - Paratransit	141,539	0	11,143	130,396	7.9%
4099600	Bridge Toll- RM2, RM1	778,436	0	0	778,436	0.0%
4110100	STA Funds-Paratransit	88,104	0	0	88,104	0.0%
4110500	STA Funds- Fixed Route BART	593,690	0	0	593,690	0.0%
4110100	STA Funds-pop	1,077,176	0	538,588	538,588	50.0%
4110100	STA Funds- rev	250,382	0	183,000	67,382	73.1%
4110100	STA Funds- Lifeline	205,118	0	0	205,118	0.0%
4110100	STA Funds- SJ county	100,000	0	0	100,000	0.0%
4110100	Caltrans rail planning grant	750,000	0	0	750,000	0.0%
4130000	FTA Section 5307 Preventative Maint.	444,777	0	0	444,777	100.0%
4130000	FTA Section 5307 ADA Paratransit	348,687	0	0	348,687	0.0%
4130000	FTA TPI	-	0	0	-	100.0%
4130000	FTA JARC and NF	-	0	0	-	#DIV/0!
4130000	FTA 5310	33,000	0	0	33,000	0.0%
4640500	Measure B Gap	17,932	0	0	17,932	100.0%
4640500	Measure B Express Bus	-	0	0	-	100.0%
4640100	Measure B Paratransit Funds-Fixed Route	976,564	81,351	81,351	895,213	8.3%
4640100	Measure B Paratransit Funds-Paratransit	181,949	15,157	15,157	166,792	8.3%
4640200	Measure BB Paratransit Funds-Fixed Route	722,304	60,397	60,397	661,907	8.4%
4640200	Measure BB Paratransit Funds-Paratransit	17,932	25,499	25,499	329,937	142.2%
TOTAL REVENUE		20,261,991	249,529	1,228,577	19,370,917	6.1%

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
OPERATING EXPENDITURES
FOR THE PERIOD ENDING:
September 30, 2018**

	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
501 02 Salaries and Wages	\$1,477,014	\$111,318	\$388,603	\$1,088,411	26.31%
502 00 Personnel Benefits	\$942,989	\$11,927	\$215,410	\$727,579	22.84%
503 00 Professional Services	\$936,878	\$169,608	\$190,784	\$746,094	20.36%
503 05 Non-Vehicle Maintenance	\$636,214	\$47,220	\$264,206	\$371,593	41.53%
503 99 Communications	\$9,500	\$74	\$139	\$9,361	1.47%
504 01 Fuel and Lubricants	\$1,174,700	\$97,421	\$203,375	\$971,325	17.31%
504 03 Non contracted vehicle maintenance	\$19,550	\$0	\$0	\$19,550	0.00%
504 99 Office/Operating Supplies	\$28,700	\$9,728	\$11,403	\$17,297	39.73%
504 99 Printing	\$54,500	\$0	\$6,558	\$47,942	12.03%
505 00 Utilities	\$276,000	\$24,204	\$46,403	\$229,597	16.81%
506 00 Insurance	\$637,238	\$1,304	\$505,642	\$131,596	79.35%
507 99 Taxes and Fees	\$302,000	\$9,117	\$18,850	\$283,150	6.24%
508 01 Purchased Transportation Fixed Route	\$9,338,719	\$824,751	\$2,512,249	\$6,830,519	26.90%
2-508 02 Purchased Transportation Paratransit	\$1,994,500	\$122,547	\$390,943	\$1,603,557	19.60%
508 03 Purchased Transportation WOD	\$75,000	\$1,075	\$1,075	\$73,925	1.43%
509 00 Miscellaneous	\$434,323	\$2,935	(\$5,808)	\$440,131	-1.34%
509 02 Professional Development	\$38,100	\$543	\$2,439	\$35,661	6.40%
509 08 Advertising	\$95,000	\$5,000	\$9,000	\$86,000	9.47%
TOTAL	\$18,470,925	\$1,438,772	\$4,761,271	\$13,713,288	25.78%

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 1 of 2)
FOR THE PERIOD ENDING:
September 30, 2018**

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
REVENUE DETAILS						
4090594	TDA (office and facility equip)	100,000	0	0	100,000	0.00%
4090194	TDA Shop repairs and replacement	85,000	0	0	85,000	0.00%
4091794	Bus stop improvements	212,461	0	0	212,461	0.00%
4092394	TDA Bus replacement	2,738,770	0	0	2,738,770	0.00%
4090994	TDA IT Upgrades and Replacements	35,000	0	0	35,000	0.00%
4090794	TDA Transit Center Improvements	273,493	0	0	273,493	0.00%
409??94	TDA (Transit Capital)	100,000	0	0	100,000	0.00%
4092094	TDA (Major component rehab)	30,000	0	0	30,000	0.00%
4091294	TDA Doolan Tower Upgrade	10,000	0	0	10,000	0.00%
4090894	TDA TPI	66,000	0	0	66,000	0.00%
4092194	TDA Rebranding bus wrap	175,000	0	0	175,000	0.00%
4091594	TDA Farebox upgrade	101,758	0	0	101,758	0.00%
4090394	TDA Non revenue vehicle replacement	144,800	0	0	144,800	0.00%
4092396	Bridge Tolls Bus Replacement	535,578	0	0	535,578	0.00%
4091701	CTC CIP Shelters	1,600,000	0	0	1,600,000	0.00%
409xx01	TVTC TSP	1,140,000	0	0	1,140,000	0.00%
4111700	PTMISEA Shelters and Stops	117,539	0	0	117,539	0.00%
41124	Prob 1B Security upgrades	36,696	0	0	36,696	0.00%
41114	Prop 1B Wifi	36,696	0	0	36,696	0.00%
41107	PTMISEA Transit Center Improvements	126,507	0	0	126,507	0.00%
41105	PTMISEA Office improvements	177,390	0	0	177,390	0.00%
41308	TPI	504,564	0	0	504,564	0.00%
41315	FTA Farebox upgrade	398,242	297,112	297,112	101,130	74.61%
41304	FTA BRT	300,000	0	0	300,000	0.00%
41303	FTA non revenue vehicle upgrade	367,200	0	0	367,200	0.00%
41323	FTA Bus replacements	12,312,300	0	0	12,312,300	0.00%
TOTAL REVENUE		21,724,994	297,112	297,112	21,427,882	1.37%

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 2 of 2)
FOR THE PERIOD ENDING:
September 30, 2018

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
EXPENDITURE DETAILS						
CAPITAL PROGRAM - COST CENTER 07						
5550107	Shop Repairs and replacement	85,000	0	0	85,000	0.00%
5550207	New MOA Facility (Satelite Facility)	-	0	0	0	#DIV/0!
5550307	Non revenue vehicle replacement	512,000	0	0	512,000	0.00%
5550407	BRT	-	0	0	0	#DIV/0!
5550507	Office and Facility Equipment	277,390	1,071	1,071	276,319	0.39%
5550607	511 Integration	-	0	0	0	#DIV/0!
	TSP upgrade	1,140,000	0	0	1,140,000	0.00%
5550807	Dublin TPI project	570,564	0	0	570,564	0.00%
5550907	IT Upgrades and replacement	35,000	0	12,591	22,409	35.97%
5551007	Transit Center Upgrades and Improvements	400,000	0	0	400,000	0.00%
5551207	Doolan Tower upgrade	10,000	0	0	10,000	0.00%
5551407	Wifi	36,696	0	0	36,696	0.00%
5551507	Farebox upgrade	500,000	13,925	13,925	486,075	2.79%
5551707	Bus Shelters and Stops	2,230,000	0	0	2,230,000	0.00%
5552007	Major component rehab	30,000	0	9,173	20,827	30.58%
5552107	Rebranding bus wrap	175,000	0	0	175,000	0.00%
5552307	Bus replacement	15,586,648	0	0	15,586,648	0.00%
5552407	Security upgrades	36,696	0	0	36,696	0.00%
555??07	Transit Capital	100,000	0	0	100,000	0.00%
	TOTAL CAPITAL EXPENDITURES	21,724,994	14,996	36,760	21,688,234	0.17%
	FUND BALANCE (CAPITAL)	0.00	282,116	260,352		
	FUND BALANCE (CAPTIAL & OPERATING)	1,781,066.00	(904,990)	(3,268,707)		

Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

www.treasurer.ca.gov/pmia-laif/laif.asp

October 31, 2018

LIVERMORE/AMADOR VALLEY TRANSIT
AUTHORITY
GENERAL MANAGER
1362 RUTAN COURT, SUITE 100
LIVERMORE, CA 94550

PMIA Average Monthly Yields

Account Number:
80-01-002

Tran Type Definitions

September 2018 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	5,694,188.55
Total Withdrawal:	0.00	Ending Balance:	5,694,188.55

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
09-18	H8722	09/07/18	TAX91 (VIVIAN MARIE MILLER)		229.53	.00	229.53	TAX91, PARATAXI REIMBURSE
	H8723	09/07/18	TAX32 (SUE TSANG)		200.00	.00	200.00	TAX32, PARATAXI REIMBURSE
	H8724	09/07/18	TAX14 (KAREN ADAMS)		95.80	.00	95.80	TAX14, PARATAXI REIMBURSE
	H8725	09/07/18	TAX07 (ASMA SYEDA)		21.68	.00	21.68	TAX07, PARATAXI REIMBURSE
	H8726	09/07/18	TRE01 (MICHAEL TREE)		543.37	.00	543.37	TRE01, JULY-18 RAIL MILEA
	H8727	09/07/18	MTM01 (MEDICAL TRANSPORTATION MANAG		1,995.00	.00	1,995.00	MTM01, MTM-112113 8/5-8/2
	H8728	09/14/18	MVT01 (MV TRANSPORTATION, INC.)	378,720.32		.00	378,720.32	MVT01, 95159, SEPT-18 1ST
	H8729	09/07/18	MVT01 (MV TRANSPORTATION, INC.)		392.77	.00	392.77	MVT01, JUN-18 MONTHLY FIX
	H8730	09/07/18	MVT01 (MV TRANSPORTATION, INC.)	60,283.94		.00	60,283.94	MVT01, JULY-18 MONTHLY FI
	H8731	09/07/18	PAC01 (AT&T)		33.12	.00	33.12	PAC01,ACCT #232-351-6260,
	H8732	09/07/18	PAC01 (AT&T)		352.38	.00	352.38	PAC01,ACCT #436-951-0106,
	H8733	09/07/18	PAC01 (AT&T)		179.89	.00	179.89	PAC01,ACCT #925-243-9029,
	H8734	09/07/18	CAL04 (CALIFORNIA WATER SERVICE)		65.84	.00	65.84	CAL04, 3616555555, TC WAT
	H8735	09/07/18	CAL04 (CALIFORNIA WATER SERVICE)		1,367.42	.00	1,367.42	CAL04, 0198655555, BUS WA
	H8736	09/07/18	CAL04 (CALIFORNIA WATER SERVICE)		68.95	.00	68.95	CAL04, 5755555555, CONTRA
	H8737	09/07/18	CAL04 (CALIFORNIA WATER SERVICE)		68.95	.00	68.95	CAL04, 4755555555, MOA FI
	H8738	09/07/18	CAL04 (CALIFORNIA WATER SERVICE)		51.71	.00	51.71	CAL04, 2575555555, TC FIR
	H8739	09/07/18	CAL04 (CALIFORNIA WATER SERVICE)		1,634.57	.00	1,634.57	CAL04, 9098655555, MOA WA
	H8740	09/07/18	STA01 (STATE COMPENSATION FUND)		2,141.67	.00	2,141.67	STA01, SEPT-18 WORKER'S C
	H8741	09/07/18	CAL15 (CALTRONICS BUSINESS SYS)		606.69	.00	606.69	CAL15, 2582134, BIZHUB TH
	H8742	09/07/18	CAP01 (CAPTURE TECHNOLOGIES INC)		1,929.92	.00	1,929.92	CAP01, 53694, PO #6759 SE
	H8743	09/21/18	TAX14 (KAREN ADAMS)		64.86	.00	64.86	TAX14, PARATAXI REIMBURSE
	H8744	09/21/18	TAX32 (SUE TSANG)		200.00	.00	200.00	TAX32, PARATAXI REIMBURSE
	H8745	09/21/18	TAX67 (CHRISTEL RAGER)		148.75	.00	148.75	TAX67, PARATAXI REIMBURSE
	H8746	09/21/18	TAX71 (MARY RARIDON)		20.40	.00	20.40	TAX71, PARATAXI REIMBURSE
	H8747	09/21/18	TAX72 (JUSTIN HART)		144.50	.00	144.50	TAX72, PARATAXI REIMBURSE
	H8748	09/21/18	TAX76 (MARY ANN HANDZUS)		258.60	.00	258.60	TAX76, PARATAXI REIMBURSE
	H8749	09/21/18	TX143 (KIM BRETTOI)		260.55	.00	260.55	TX143, PARATAXI REIMBURSE
	H8750	09/21/18	MTM01 (MEDICAL TRANSPORTATION MANAG		1,694.00	.00	1,694.00	MTM01, MTM-112114 8/22-9/
	H8751	09/21/18	PAC02 (PACIFIC GAS AND ELECTRIC)		184.86	.00	184.86	PAC02, 9007202117-4, MOA
	H8752	09/21/18	PAC02 (PACIFIC GAS AND ELECTRIC)		164.67	.00	164.67	PAC02, 7649646868-7, DOOL
	H8753	09/21/18	PAC02 (PACIFIC GAS AND ELECTRIC)		1,551.00	.00	1,551.00	PAC02, 6062256368-6, ATLA
	H8754	09/21/18	PAC02 (PACIFIC GAS AND ELECTRIC)		7,761.99	.00	7,761.99	PAC02, 5809326332-3, MOA
	H8755	09/21/18	CIT07 (CITY OF LIVERMORE - WATER)		118.35	.00	118.35	CIT07, 139388-00, BUS WAS
	H8756	09/21/18	CIT07 (CITY OF LIVERMORE - WATER)		41.63	.00	41.63	CIT07, 138431-00, ATLANTI
	H8757	09/21/18	CIT07 (CITY OF LIVERMORE - WATER)		24.99	.00	24.99	CIT07, 139399-00, ATLANTI
	H8758	09/21/18	CIT07 (CITY OF LIVERMORE - WATER)		32.71	.00	32.71	CIT07, 139361-00, ATLANTI
	H8759	09/21/18	CIT07 (CITY OF LIVERMORE - WATER)		155.87	.00	155.87	CIT07, 138430-01, ATLANTI
	H8760	09/21/18	CIT07 (CITY OF LIVERMORE - WATER)		14.34	.00	14.34	CIT07, 138432-00, ATLANTI
	H8761	09/12/18	PER01 (PERS)		3,319.71	.00	3,319.71	PER01, PERS CLASSIC CONTR
	H8762	09/12/18	PER01 (PERS)		3,991.42	.00	3,991.42	PER01, PERS NEW CONTRIBUT
	H8763	09/12/18	EMP01 (EMPLOYMENT DEVEL DEPT)		2,772.38	.00	2,772.38	EMP01, STATE TAX 8/25-9/7
	H8764	09/12/18	EFT01 (ELECTRONIC FUND TRANSFERS)		7,008.84	.00	7,008.84	EFT01, FEDERAL TAXES 8/25
	H8765	09/12/18	DIRO2 (DIRECT DEPOSIT OF PAYROLL CH		39,716.11	.00	39,716.11	DIRO2, PR DIRECT DEPOSIT
	H8766	09/12/18	PER04 (CALPERS RETIREMENT SYSTEM)		1,267.65	.00	1,267.65	PER04, PERS 457 CONTRIBUT
	H8767	09/20/18	STA13 (STAPLES CREDIT PLAN)		452.86	.00	452.86	STA13, SEPT-18 CC STATEME
	H8768	09/20/18	VER01 (VERIZON WIRELESS)		2,453.93	.00	2,453.93	VER01, 9813307546, CELL &
	H8769	09/20/18	SHE05 (SHELL)		156.10	.00	156.10	SHE05, SEPT-18 CC STATEME
	H8770	09/21/18	MTM01 (MEDICAL TRANSPORTATION MANAG	118,073.36		.00	118,073.36	MTM01, JULY-18 MONTHLY SE
	H8771	09/28/18	STA01 (STATE COMPENSATION FUND)		2,141.63	.00	2,141.63	STA01, OCT-18 WORKER'S CO
	H8772	09/28/18	MOR02 (VANESSA MORENO)		106.00	.00	106.00	MOR02, ARP-18 THRU SEPT-1
	H8773	09/28/18	MVT01 (MV TRANSPORTATION, INC.)	378,720.32		.00	378,720.32	MVT01, 95162, SEPT-18 2ND
	H8774	09/28/18	PER01 (PERS)		3,319.71	.00	3,319.71	PER01, PERS CLASSIC CONTR
	H8775	09/28/18	PER01 (PERS)		3,507.22	.00	3,507.22	PER01, PERS NEW CONTRIBUT
	H8776	09/28/18	DIRO2 (DIRECT DEPOSIT OF PAYROLL CH		42,409.51	.00	42,409.51	DIRO2, PR DIRECT DEPOSIT
	H8777	09/06/18	PAC01 (AT&T)		294.22	.00	294.22	PAC01, ACCT #925-245-0576
	H8778	09/29/18	PAC02 (PACIFIC GAS AND ELECTRIC)		661.17	.00	661.17	PAC02, 7264840356-5, RAPI
	H8779	09/29/18	MER01 (MERCHANT SERVICES)		132.53	.00	132.53	MER01, AUG-18 MOA CC FEES
	H8780	09/29/18	MER01 (MERCHANT SERVICES)		118.71	.00	118.71	MER01, AUG-18 TRANSIT CEN
	H8781	09/29/18	CAL04 (CALIFORNIA WATER SERVICE)		2,040.09	.00	2,040.09	CAL04, 4616555555, TC IRR
020812	09/10/18	AIM01 (AIM TO PLEASE JANITORIAL SER		33,700.00		.00	33,700.00	Automatic Generated Check
020813	09/10/18	AME08 (AMERICAN CARPORTS INC.)		5,342.33		.00	5,342.33	Automatic Generated Check
020814	09/10/18	ATT03 (AT&T)		921.77		.00	921.77	Automatic Generated Check
020815	09/10/18	CAL12 (CALITP INSURANCE)		886.62		.00	886.62	Automatic Generated Check
020816	09/10/18	CAL13 (CALIFORNIA TRANSIT)		4,972.57		.00	4,972.57	Automatic Generated Check
020817	09/10/18	CDW01 (CDW-G GOVERNMENT, INC)		4,825.00		.00	4,825.00	Automatic Generated Check
020818	09/10/18	CIT06 (CITY OF LIVERMORE SEWER)		283.93		.00	283.93	Automatic Generated Check
020819	09/10/18	COR01 (CORBIN WILLITS SYSTEMS)		239.45		.00	239.45	Automatic Generated Check
020820	09/10/18	DAY02 (DAY & NIGHT PEST CONTROL)		218.00		.00	218.00	Automatic Generated Check
020821	09/10/18	LIV10 (LIVERMORE SANITATION INC)		2,385.70		.00	2,385.70	Automatic Generated Check
020822	09/10/18	PAC16 (PACIFIC COAST TRANE)		13,412.80		.00	13,412.80	Automatic Generated Check
020823	09/10/18	PLA02 (PLANETERIA MEDIA LLC)		248.00		.00	248.00	Automatic Generated Check
020824	09/10/18	PRO02 (PROFESSIONAL ELECTRIC)		581.00		.00	581.00	Automatic Generated Check
020825	09/10/18	QUE01 (QUENCH)		281.87		.00	281.87	Automatic Generated Check
020826	09/10/18	SCF01 (SC FUELS)		20,490.30		.00	20,490.30	Automatic Generated Check
020827	09/10/18	SDG01 (STEER DAVIES & GLEAVE INC.)		71,717.03		.00	71,717.03	Automatic Generated Check
020828	09/10/18	TAX71 (MARY RARIDON)		20.40		.00	20.40	Automatic Generated Check
020829	09/10/18	TX133 (SAROJA IYER)		154.75		.00	154.75	Automatic Generated Check
020830	09/10/18	TX136 (VIRGINIA REID)		90.95		.00	90.95	Automatic Generated Check
020831	09/10/18	TX162 (SANDRA LANGLOTZ)		155.55		.00	155.55	Automatic Generated Check
020832	09/10/18	TX191 (ROSE RAHALLA)		30.60		.00	30.60	Automatic Generated Check
020833	09/10/18	TX199 (EDNA RHYNES)		73.74		.00	73.74	Automatic Generated Check
020834	09/10/18	TX200 (ANITA BROWN)		25.50		.00	25.50	Automatic Generated Check
020835	09/27/18	ART01 (ART'S SECURITY LOCKSMITH)		5.46		.00	5.46	Automatic Generated Check
020836	09/27/18	ATT02 (AT&T)		387.44		.00	387.44	Automatic Generated Check
020837	09/27/18	AVI01 (AMADOR VALLEY INDUSTRIES)		384.67		.00	384.67	Automatic Generated Check
020838	09/27/18	CDW01 (CDW-G GOVERNMENT, INC)		415.94		.00	415.94	Automatic Generated Check
020839	09/27/18	CIT06 (CITY OF LIVERMORE SEWER)		403.61		.00	403.61	Automatic Generated Check
020840	09/27/18	COR01 (CORBIN WILLITS SYSTEMS)		239.45		.00	239.45	Automatic Generated Check
020841	09/27/18	CUB01 (CUBIC TRANSPORTATION SYSTEMS		600.00		.00	600.00	Automatic Generated Check
020842	09/27/18	DEL01 (DELL MARKETING LP)		2,155.68		.00	2,155.68	Automatic Generated Check

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
09-18	020843	09/27/18	DIR01 (DIRECT TV)		14.00	.00	14.00	Automatic Generated Check
	020844	09/27/18	EMEO1 (EMERALD LANDSCAPE CO INC)		1,226.00	.00	1,226.00	Automatic Generated Check
	020845	09/27/18	FED01 (FedEx)		74.75	.00	74.75	Automatic Generated Check
	020846	09/27/18	FEH01 (FEHR & PEERS)		1,472.09	.00	1,472.09	Automatic Generated Check
	020847	09/27/18	GEN05 (GENFARE)		13,925.24	.00	13,925.24	Automatic Generated Check
	020848	09/27/18	HAN01 (HANSON BRIDGETT MARCUS)		4,992.00	.00	4,992.00	Automatic Generated Check
	020849	09/27/18	KIM02 (KIMLEY-HORN AND ASSOC, INC)		92,399.09	.00	92,399.09	Automatic Generated Check
	020850	09/27/18	KKI01 (ALPHA MEDIA LLC)		5,000.00	.00	5,000.00	Automatic Generated Check
	020851	09/27/18	LYF01 (LYFT, INC)		1,074.97	.00	1,074.97	Automatic Generated Check
	020852	09/27/18	OFF01 (OFFICE DEPOT)		1,770.05	.00	1,770.05	Automatic Generated Check
	020853	09/27/18	PAC11 (PACIFIC ENVIROMENTAL SERV)		240.00	.00	240.00	Automatic Generated Check
	020854	09/27/18	PLA02 (PLANETERIA MEDIA LLC)		325.00	.00	325.00	Automatic Generated Check
	020855	09/27/18	SCF01 (SC FUELS)		84,552.95	.00	84,552.95	Automatic Generated Check
	020856	09/27/18	SHA02 (SHAMROCK OFFICE SOLUTIONS)		38.22	.00	38.22	Automatic Generated Check
	020857	09/27/18	SOLO1 (SOLUTIONS FOR TRANSIT)		2,083.33	.00	2,083.33	Automatic Generated Check
	020858	09/27/18	TEL01 (TPx COMMUNICATIONS)		1,971.41	.00	1,971.41	Automatic Generated Check
	020859	09/27/18	TIC01 (RODNEY GOMES)		105.00	.00	105.00	Automatic Generated Check
	020860	09/27/18	TX129 (CATHERINE OGLE)		89.91	.00	89.91	Automatic Generated Check
	020861	09/27/18	TX156 (YVONNE BRETOI)		188.70	.00	188.70	Automatic Generated Check
	020862	09/27/18	TX201 (JANE TIPTON)		79.05	.00	79.05	Automatic Generated Check
	020863	09/27/18	VOM01 (VOMELA SPECIALTY COMPANY)		91,037.33	.00	91,037.33	Automatic Generated Check
Total for Bank Account 105 ----->					1,544,798.26	.00	1,544,798.26	
Grand Total of all Bank Accounts ----->					1,544,798.26	.00	1,544,798.26	

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
09-18	AIM01 (AIM TO PLEASE JANITORIAL SE	1047	07/01/18	07/31/18	A	10500.00	AIM01, 1047, JUN-18 BUS STOP CLEANING SERVIC
		1048	07/31/18	08/30/18	A	10500.00	AIM01, 1048, JULY-18 BUS STOP CLEANING SERVI
		1049	08/24/18	09/23/18	A	10500.00	AIM01, 1049, AUG-18 BUS STOP CLEANING SERVIC
	36-AUG-18		08/31/18	09/30/18	A	2200.00	AIM01, AUG-18 JANITORIAL MONTHLY SERVICE
						----->	
	Vendor's Total					33700.00	
09-18	AME08 (AMERICAN CARPORTS INC.)	AC009948	08/24/18	09/23/18	A	2398.04	AME08, AC009948, PO #6915 MINI STORAGE SHED-
		AC009949	08/24/18	09/23/18	A	2944.29	AME08, AC009949, PO #6915 MINI STORAGE SHED-
						----->	
	Vendor's Total					5342.33	
09-18	ART01 (ART'S SECURITY LOCKSMITH)	79391	06/21/18	07/21/18	A	5.46	ART01, 79391, PO #6798 KEYS FOR ATLANTIS FAC
09-18	ATT02 (AT&T)	1195145	09/13/18	10/13/18	A	387.44	ATT02, 1195145, PAYER #9391035694 8/13-9/12/
09-18	ATT03 (AT&T)	397723400	08/19/18	09/18/18	A	921.77	ATT03, 8397723400, AUG-18 INTERNET PRI
09-18	AVI01 (AMADOR VALLEY INDUSTRIES)	704968	08/31/18	09/30/18	A	384.67	AVI01, 704968, AUG-18 GARBAGE PICK UP SERVIC
09-18	CAL04 (CALIFORNIA WATER SERVICE)	198082018H	08/20/18	09/19/18	A	1367.42	CAL04, 0198655555, BUS WASH 7/18-8/17/18
		257083018H	08/30/18	09/29/18	A	51.71	CAL04, 2575555555, TC FIRE 9/1-9/30/18
		361083118H	08/31/18	09/30/18	A	65.84	CAL04, 3616555555, TC WATER 8/1-8/30/18
		461090418H	09/04/18	10/04/18	A	2040.09	CAL04, 4616555555, TC IRRG. 8/2-8/30/18
		475083018H	08/30/18	09/29/18	A	68.95	CAL04, 4755555555, MOA FIRE 9/1-9/30/18
		575083018H	08/30/18	09/29/18	A	68.95	CAL04, 5755555555, CONTRACTOR FIRE 9/1-9/30/
		909082018H	08/20/18	09/19/18	A	1634.57	CAL04, 9098655555, MOA WATER 7/18-8/16/18
						----->	
	Vendor's Total					5297.53	
09-18	CAL12 (CALTIP INSURANCE)	DOL-1/12	09/07/18	10/07/18	A	886.62	CAL12, CLAIM-CLPC01618A9, DOL 1/12/16 BUS #0
09-18	CAL13 (CALIFORNIA TRANSIT)	312018AUG	09/07/18	10/07/18	A	4972.57	CAL13, 31-2018-AUG, AUG-18 INSURANCE CLAIMS
09-18	CAL15 (CALTRONICS BUSINESS SYS)	2582134H	08/16/18	09/15/18	A	606.69	CAL15, 2582134, BIZHUB THRU 8/15/18
09-18	CAP01 (CAPTURE TECHNOLOGIES INC)	53694H	06/08/18	07/08/18	A	1929.92	CAP01, 53694, PO #6759 SECURITY CAMERA-DISPA
09-18	CDW01 (CDW-G GOVERNMENT, INC)	NVN3091	08/20/18	09/19/18	A	4825.00	CDW01, NVN3091, PO #6907 MARKETING ADOBE REN
		PBF3288	08/31/18	09/30/18	A	415.94	CDW01, PBF3288, PO 36911 SERVER RACKS COMM.
						----->	
	Vendor's Total					5240.94	
09-18	CIT06 (CITY OF LIVERMORE SEWER)	BW082118	08/21/18	09/20/18	A	65.70	CIT06, 138143-00, BUS WASH 7/17-8/21/18
		BW091818	09/18/18	10/18/18	A	65.70	CIT06, 138143-00, BUS WASH 8/21-9/18/18
		TC091118	09/11/18	10/11/18	A	64.93	CIT06, 133389-00, TRANSIT CENTER 8/14-9/11/1
		MOA082118	08/21/18	09/20/18	A	218.23	CIT06, 133294-00, MOA SEWER 7/17-8/21/18
		MOA091818	09/18/18	10/18/18	A	272.98	CIT06, 133294-00, MOA SEWER 8/21-9/18/18
						----->	
	Vendor's Total					687.54	
09-18	CIT07 (CITY OF LIVERMORE - WATER)	361082118H	08/21/18	09/20/18	A	32.71	CIT07, 139361-00, ATLANTIS SEWER 7/17-8/21/1
		388090418H	09/04/18	10/04/18	A	118.35	CIT07, 139388-00, BUS WASH 8/7-9/4/18
		399082118H	08/21/18	09/20/18	A	24.99	CIT07, 139399-00, ATLANTIS SEWER 7/17-8/21/1
		430082118H	08/21/18	09/20/18	A	155.87	CIT07, 138430-01, ATLANTIS INDOOR 7/17-8/21/
		431090418H	09/04/18	10/04/18	A	41.63	CIT07, 138431-00, ATLANTIS IRRG. 8/7-9/4/18
		432082118H	08/21/18	09/20/18	A	14.34	CIT07, 138432-00, ATLANTIS FIRE 7/17-8/21/18
						----->	
	Vendor's Total					387.89	
09-18	COR01 (CORBIN WILLITS SYSTEMS)	B808151	08/15/18	09/14/18	A	239.45	COR01, B808151, AUG-18 SERVICE
		B809151	09/15/18	10/15/18	A	239.45	COR01, B809151, SEPT-18 SERVICE
						----->	
	Vendor's Total					478.90	
09-18	CUB01 (CUBIC TRANSPORTATION SYSTEM)	382446029	08/30/18	09/29/18	A	600.00	CUB01, 38244602-9, PO #6931 PRE-LOADED ECO P
09-18	DAY02 (DAY & NIGHT PEST CONTROL)	136009	08/14/18	09/13/18	A	218.00	DAY02, 136009, 8/14/18 RUTAN SERVICE
09-18	DEL01 (DELL MARKETING LP)	265215934	09/06/18	10/06/18	A	2155.68	DEL01, 10265215934, PO #6929 COMPUTERS ADDEN
09-18	DIR01 (DIRECT TV)	037306348	09/11/18	10/11/18	A	14.00	DIR01, 35037306348, SEPT-18 SERVICE

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
09-18	DIR02 (DIRECT DEPOSIT OF PAYROLL C	20180907H	09/12/18	10/12/18	A	39716.11	DIR02, PR DIRECT DEPOSIT 8/25-9/7/18
		20180921H	09/28/18	10/28/18	A	42409.51	DIR02, PR DIRECT DEPOSIT 9/8-9/21/18
Vendor's Total ----->						82125.62	
09-18	EFT01 (ELECTRONIC FUND TRNFERS)	20180907H	09/12/18	10/12/18	A	7008.84	EFT01, FEDERAL TAXES 8/25-9/7/18
09-18	EME01 (EMERALD LANDSCAPE CO INC)	318989	09/01/18	10/01/18	A	1226.00	EME01, 318989, SEPT-18 LANDSCAPING SERVICES
09-18	EMP01 (EMPLOYMENT DEVEL DEPT)	20180907H	09/12/18	10/12/18	A	2772.38	EMP01, STATE TAX 8/25-9/7/18
09-18	FED01 (FedEx)	631443165	09/21/18	10/21/18	A	74.75	FED01, 6-314-43165, SEPT-18 STATEMENT
09-18	FEH01 (FEHR & PEERS)	124564	09/06/18	10/06/18	A	1472.09	FEH01, 124564, RFP 2017-15 GO DUBLIN 6/29-7/
09-18	GEN05 (GENFARE)	90137566	08/02/18	09/01/18	A	10450.00	GEN05, 90137566, PO #6637 FAREBOX REPLACE-IN
		90137598	08/06/18	09/05/18	A	3475.24	GEN05, 90137598, PO #6817 SERVER REPLACE-DAT
Vendor's Total ----->						13925.24	
09-18	HAN01 (HANSON BRIDGETT MARCUS)	1221535	08/31/18	09/30/18	A	858.00	HAN01, 1221535, JULY-18 CONTRACT LEGAL FEES
		1221536	08/31/18	09/30/18	A	4134.00	HAN01, 1221536, JULY-18 ADMIN LEGAL FEES
Vendor's Total ----->						4992.00	
09-18	KIM02 (KIMLEY-HORN AND ASSOC, INC)	11075689	03/31/18	04/30/18	A	55681.91	KIM02, 11075689, MAR-18 TSP UPGRADE & EXP PR
		11483118	05/31/18	06/30/18	A	22979.00	KIM02, 11483118, MAY-18 TSP UPGRADE & EXP PR
		11667522	07/25/18	08/24/18	A	13738.18	KIM02, 11667522, JUN-18 TSP UPGRADE & EXP PR
Vendor's Total ----->						92399.09	
09-18	KKI01 (ALPHA MEDIA LLC)	320226-1	08/31/18	09/30/18	A	4000.00	KKI01, 320226-1, 8/13-8/26/18 RADIO ADS
		324538-1	08/31/18	09/30/18	A	1000.00	KKI01, 324538-1, 8/20-8/26/18 TARGETED RADIO
Vendor's Total ----->						5000.00	
09-18	LIV10 (LIVERMORE SANITATION INC)	1044634	08/31/18	09/30/18	A	2385.70	LIV10, 1044634, AUG-18 GARBAGE SERVICE
09-18	LYF01 (LYFT, INC)	19681	08/31/18	09/30/18	A	1074.97	LYF01, 19681, JULY-18 CODE:GODUBLIN
09-18	MER01 (MERCHANT SERVICES)	TC083118H	08/31/18	09/30/18	A	118.71	MER01, AUG-18 TRANSIT CENTER CC FEES
		MOA083118H	08/31/18	09/30/18	A	132.53	MER01, AUG-18 MOA CC FEES
Vendor's Total ----->						251.24	
09-18	MOR02 (VANESSA MORENO)	0416-0910H	09/26/18	10/26/18	A	106.00	MOR02, ARP-18 THRU SEPT-18 MILEAGE REIMBURSE
09-18	MTM01 (MEDICAL TRANSPORTATION MANAJULY-2018H	MTM112113H	09/03/18	10/03/18	A	118073.36	MTM01, JULY-18 MONTHLY SERVICE
		MTM112113H	09/03/18	10/03/18	A	1995.00	MTM01, MTM-112113 8/5-8/25/18
		MTM112114H	09/08/18	10/08/18	A	1694.00	MTM01, MTM-112114 8/22-9/8/18
Vendor's Total ----->						121762.36	
09-18	MVT01 (MV TRANSPORTATION, INC.)	95159H	09/03/18	10/03/18	A	378720.32	MVT01, 95159, SEPT-18 1ST INSTALL PAYMENT
		95162H	09/03/18	10/03/18	A	378720.32	MVT01, 95162, SEPT-18 2ND INSTALL PAYMENT
		JULY-2018H	07/05/18	08/04/18	A	60283.94	MVT01, JULY-18 MONTHLY FIXED ROUTE SERVICES
		JUN-18ADJH	07/17/18	08/16/18	A	392.77	MVT01, JUN-18 MONTHLY FIXED ROUTE ADJ-ADD'L
Vendor's Total ----->						818117.35	
09-18	OFF01 (OFFICE DEPOT)	081999001	09/05/18	10/05/18	A	944.49	OFF01, 199081999001, 9/5/18 OFFICE SUPPLIES
		083251002	09/12/18	10/12/18	A	155.30	OFF01, 199083251002, 9/12/18 OFFICE SUPPLIES
		083252001	09/08/18	10/08/18	A	405.48	OFF01, 199083252001, 9/8/18 OFFICE SUPPLIES
		083325001	09/06/18	10/06/18	A	115.13	OFF01, 199083325001, 9/6/18 OFFICE SUPPLIES
		146860001	09/05/18	10/05/18	A	32.55	OFF01, 199146860001, 9/5/18 OFFICE SUPPLIES
		147207001	09/06/18	10/06/18	A	58.03	OFF01, 199147207001, 9/6/18 OFFICE SUPPLIES
		147208001	09/07/18	10/07/18	A	59.07	OFF01, 199147208001, 9/7/18 OFFICE SUPPLIES
		Vendor's Total ----->					
09-18	PAC01 (AT&T)	ATT 08/18H	08/13/18	09/12/18	A	294.22	PAC01, ACCT #925-245-0576, 8/13-9/12/18
		ATT080718H	08/07/18	09/06/18	A	33.12	PAC01, ACCT #232-351-6260, CONTRACTOR FIRE 8/
		ATT081118H	08/11/18	09/10/18	A	352.38	PAC01, ACCT #436-951-0106, ATLANTIS T1 8/11-9

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
09-18	PAC01 (AT&T)	ATT081318H	08/13/18	09/12/18	A	179.89	PAC01,ACCT #925-243-9029, ATLANTIS ALARM 8/1
			Vendor's Total ----->			859.61	
09-18	PAC02 (PACIFIC GAS AND ELECTRIC)	580090618H	09/06/18	10/06/18	A	7761.99	PAC02, 5809326332-3, MOA ELECTRIC 7/31-8/29/
		606090518H	09/05/18	10/05/18	A	1551.00	PAC02, 6062256368-6, ATLANTIS 7/28-8/28/18
		726082718H	08/27/18	09/26/18	A	661.17	PAC02, 7264840356-5, RAPID BUS STOPS 7/20-8/
		764081718H	08/17/18	09/16/18	A	164.67	PAC02, 7649646868-7, DOOLAN TWR 7/12-8/12/18
		900081418H	08/31/18	09/30/18	A	184.86	PAC02, 9007202117-4, MOA GAS 7/13-8/13/18
			Vendor's Total ----->			10323.69	
09-18	PAC11 (PACIFIC ENVIROMENTAL SERV)	1467	09/04/18	10/04/18	A	120.00	PAC11, 1467, AUG-18 RUTAN MONTHLY SERVICE
		1468	09/04/18	10/04/18	A	120.00	PAC11, 1468, AUG-18 ATLANTIS MONTHLY SERVICE
			Vendor's Total ----->			240.00	
09-18	PAC16 (PACIFIC COAST TRANE)	J17415	07/10/18	08/09/18	A	13412.80	PAC16, J17415, PO #6731 NEW SUPERVISORY CONT
09-18	PER01 (PERS)	20180907CH	09/12/18	10/12/18	A	3319.71	PER01, PERS CLASSIC CONTRIBUTION 8/25-9/7/18
		20180907NH	09/12/18	10/12/18	A	3991.42	PER01, PERS NEW CONTRIBUTIONS 8/25-9/7/18
		20180921CH	09/28/18	10/28/18	A	3319.71	PER01, PERS CLASSIC CONTRIBUTION 9/8-9/21/18
		20180921NH	09/28/18	10/28/18	A	3507.22	PER01, PERS NEW CONTRIBUTIONS 9/8-9/21/18
			Vendor's Total ----->			14138.06	
09-18	PER04 (CALPERS RETIREMENT SYSTEM)	20180907H	09/12/18	10/12/18	A	1267.65	PER04, PERS 457 CONTRIBUTIONS 8/25-9/7/18
09-18	PLA02 (PLANETERIA MEDIA LLC)	15800	08/01/18	08/31/18	A	98.00	PLA02, 15800, PO #6925 DOMAIN RENEWAL & TRAN
		15820	08/01/18	08/31/18	A	150.00	PLA02, 15820, PO #6928 WEB HOSTING & SSL CER
		15919	09/15/18	10/15/18	A	325.00	PLA02, 15919, PO #6567 WEB HOSTING SEPT-18
			Vendor's Total ----->			573.00	
09-18	PRO02 (PROFESSIONAL ELECTRIC)	2012	08/15/18	09/14/18	A	581.00	PRO02, 2012, PO #6660 EATHERNET WIRE INSTALL
09-18	QUE01 (QUENCH)	1410421	09/01/18	10/01/18	A	281.87	QUE01, 1410421, PO #6616 DRIVER'S ROOM XSTRE
09-18	SCF01 (SC FUELS)	3679723	08/23/18	09/22/18	A	20490.30	SCF01, 3679723, 8/23/18 FUEL DELIVERY
		3683106	08/09/18	09/08/18	A	20846.76	SCF01, 3683106, 8/9/18 FUEL DELIVERY
		3685433	08/29/18	09/28/18	A	21394.90	SCF01, 3685433, 8/29/18 FUEL DELIVERY
		3694842	09/06/18	10/06/18	A	21189.79	SCF01, 3694842, 9/6/18 FUEL DELIVERY
		3700716	09/12/18	10/12/18	A	21121.50	SCF01, 3700716, 9/12/18 FUEL DELIVERY
			Vendor's Total ----->			105043.25	
09-18	SDG01 (STEER DAVIES & GLEAVE INC.)	5623450	07/16/18	08/15/18	A	61460.95	SDG01, 5623450, 2016-16 INDIVIDUALIZED MARKE
		5623637	08/03/18	09/02/18	A	10256.08	SDG01, 5623637, 2016-16 INDIVIDUALIZED MARKE
			Vendor's Total ----->			71717.03	
09-18	SHA02 (SHAMROCK OFFICE SOLUTIONS)	360631	08/31/18	09/30/18	A	38.22	SHA02, 360631, FRONT DESK PRINTER 7/30-8/29/
09-18	SHE05 (SHELL)	SEPT-2018H	09/05/18	10/05/18	A	156.10	SHE05, SEPT-18 CC STATEMENT
09-18	SOL01 (SOLUTIONS FOR TRANSIT)	18-0905LA	09/05/18	10/05/18	A	2083.33	SOL01, 18-0905LAVTA, AUG-18 CLIPPER ANALYSIS
09-18	STA01 (STATE COMPENSATION FUND)	OCT-2018H	09/21/18	10/21/18	A	2141.63	STA01, OCT-18 WORKER'S COMP PREMIUM
		SEPT-2018H	08/21/18	09/20/18	A	2141.67	STA01, SEPT-18 WORKER'S COMP PREMIUM
			Vendor's Total ----->			4283.30	
09-18	STA13 (STAPLES CREDIT PLAN)	SEPT-2018H	09/07/18	10/07/18	A	452.86	STA13, SEPT-18 CC STATEMENT
09-18	TAX07 (ASMA SYEDA)	0820-0822H	09/07/18	10/07/18	A	21.68	TAX07, PARATAXI REIMBURSE 8/20-8/22/18
09-18	TAX14 (KAREN ADAMS)	0719-0824H	09/07/18	10/07/18	A	95.80	TAX14, PARATAXI REIMBURSE 7/19-8/24/18
		0905-0907H	09/26/18	10/26/18	A	64.86	TAX14, PARATAXI REIMBURSE 9/5-9/7/18
			Vendor's Total ----->			160.66	
09-18	TAX32 (SUE TSANG)	0601-0629H	09/07/18	10/07/18	A	200.00	TAX32, PARATAXI REIMBURSE 6/1-6/29/18

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
09-18	TAX32 (SUE TSANG)	0703-0731H	09/26/18	10/26/18	A	200.00	TAX32, PARATAXI REIMBURSE 7/3-7/31/18
			Vendor's Total ----->			400.00	
09-18	TAX67 (CHRISTEL RAGER)	0801-0830H	09/26/18	10/26/18	A	148.75	TAX67, PARATAXI REIMBURSE 8/1-8/30/18
09-18	TAX71 (MARY RARIDON)	8-4-18	09/06/18	10/06/18	A	20.40	TAX71, PARATAXI REIMBURSE 8/4/18
		9-4-18H	09/26/18	10/26/18	A	20.40	TAX71, PARATAXI REIMBURSE 9/4/18
			Vendor's Total ----->			40.80	
09-18	TAX72 (JUSTIN HART)	0802-0829H	09/26/18	10/26/18	A	144.50	TAX72, PARATAXI REIMBURSE 8/2-8/29/18
09-18	TAX76 (MARY ANN HANDZUS)	0716-0908H	09/26/18	10/26/18	A	258.60	TAX76, PARATAXI REIMBURSE 7/16-9/8/18
09-18	TAX91 (VIVIAN MARIE MILLER)	0716-0818H	09/07/18	10/07/18	A	229.53	TAX91, PARATAXI REIMBURSE 7/16-8/18/18
09-18	TEL01 (TPx COMMUNICATIONS)	107179696	08/31/18	09/30/18	A	1971.41	TEL01, 107179696-0, 9/1-9/30/18 SERVICE
09-18	TIC01 (RODNEY GOMES)	9-21-18DA	09/21/18	10/21/18	A	105.00	TIC01, 9/21/18 DAR TICKETS REFUND-30QTY
09-18	TRE01 (MICHAEL TREE)	JULY-2018H	08/30/18	09/29/18	A	543.37	TRE01, JULY-18 RAIL MILEAGE REIMBURSE
09-18	TX129 (CATHERINE OGLE)	0702-0824	09/26/18	10/26/18	A	89.91	TX129, PARATAXI REIMBURSE 7/2-8/24/18
09-18	TX133 (SAROJA IYER)	0730-0822	09/06/18	10/06/18	A	154.75	TX133, PARATAXI REIMBURSE 7/30-8/22/18
09-18	TX136 (VIRGINIA REID)	0713-0813	09/06/18	10/06/18	A	90.95	TX136, PARATAXI REIMBURSE 7/13-8/13/18
09-18	TX143 (KIM BRETOI)	0701-0831H	09/26/18	10/26/18	A	260.55	TX143, PARATAXI REIMBURSE 7/1-8/31/18
09-18	TX156 (YVONNE BRETOI)	0705-0830	09/26/18	10/26/18	A	188.70	TX156, PARATAXI REIMBURSE 7/5-8/30/18
09-18	TX162 (SANDRA LANGLOTZ)	0618-0814	09/06/18	10/06/18	A	155.55	TX162, PARATAXI REIMBURSE 6/18-8/14/18
09-18	TX191 (ROSE RAHAILA)	7-24-18	09/06/18	10/06/18	A	30.60	TX191, PARATAXI REIMBURSE 7/24/18
09-18	TX199 (EDNA RHYNES)	0720-0823	09/06/18	10/06/18	A	73.74	TX199, PARATAXI REIMBURSE 7/20-8/23/18
09-18	TX200 (ANITA BROWN)	8-13-18	09/06/18	10/06/18	A	25.50	TX200, PARATAXI REIMBURSE 8/13/18
09-18	TX201 (JANE TIPTON)	0711-0725	09/26/18	10/26/18	A	79.05	TX201, PARATAXI REIMBURSE 7/11-7/25/18
09-18	VER01 (VERIZON WIRELESS)	813307546H	08/22/18	09/21/18	A	2453.93	VER01, 9813307546, CELL & WIFI SERVICE 7/23-
09-18	VOM01 (VOMELA SPECIALTY COMPANY)	5529295	08/31/18	09/30/18	A	88817.33	VOM01, 5529295, PO #6846 DECAL INSTALL 2017
		5531751	09/13/18	10/13/18	A	2220.00	VOM01, 5531751, PO #6846 DECAL INSTALL-ADDTL
			Vendor's Total ----->			91037.33	
			Total of Purchases ->			1544798.26	=====

AGENDA

ITEM 5



LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

S T A F F R E P O R T

SUBJECT: FY 2018 4th Quarter Report – Operations

FROM: Jonathan Steketee, Customer Service and Contract Compliance Manager

DATE: November 5, 2018

Action Requested

This is an informational item.

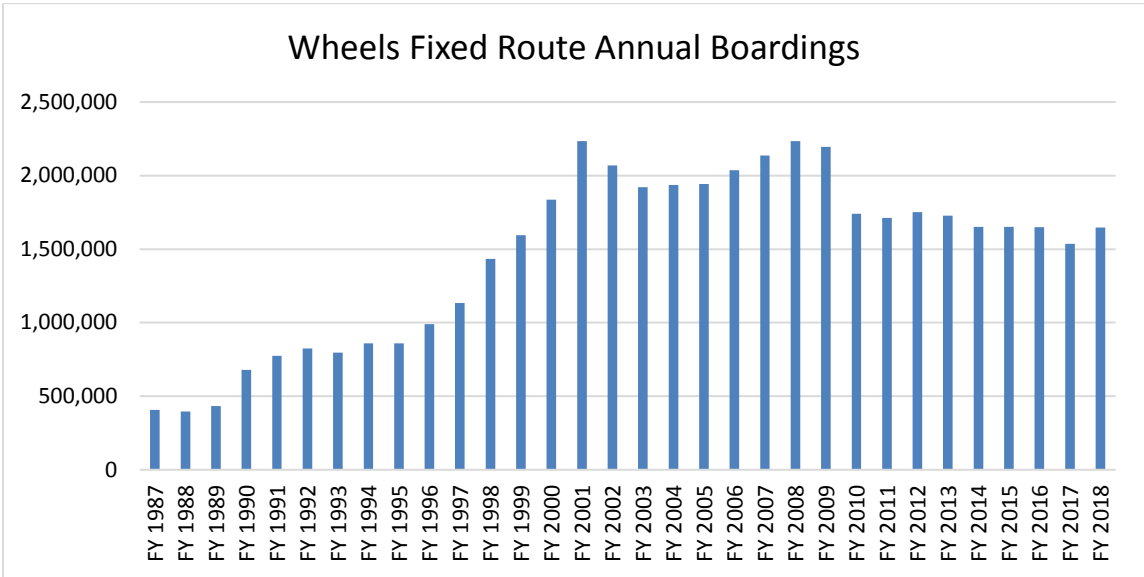
Background

This report is intended to provide a summary and analysis of operations for the fourth quarter of FY2018 (April-June 2018), including fixed route, paratransit, and operational performance metrics.

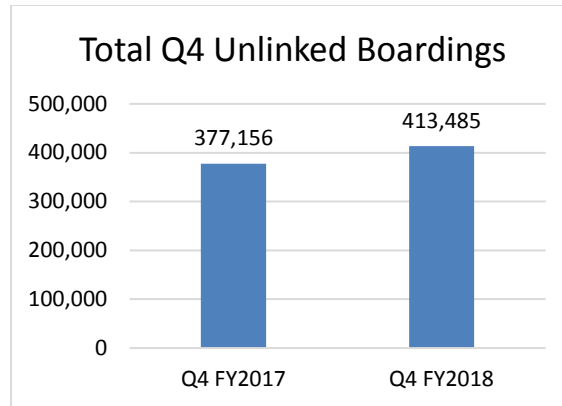
Discussion

Fixed Route

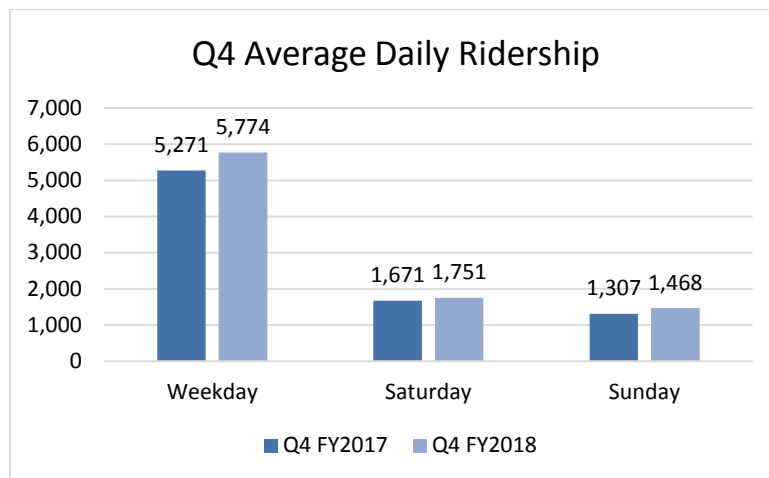
The graph below shows the long-term ridership trend for the Wheels service from the agency’s inception through the fiscal year that ended on June 30, 2018. Looking specifically at FY2018 increases in ridership were partially attributable to the Las Positas College pass program and increased demand for student ridership in Dublin and Pleasanton, with total ridership increasing 7.2% over FY 2017



Turning to the quarterly year-on-year comparisons, the chart below shows the total amount of boardings for Q4 of this year, compared with the same quarter of last year. A total of 413,485 Q4 boardings were seen this year, up from 377,156 boardings from Q4 of last year – and increase of about 9.5 percent.

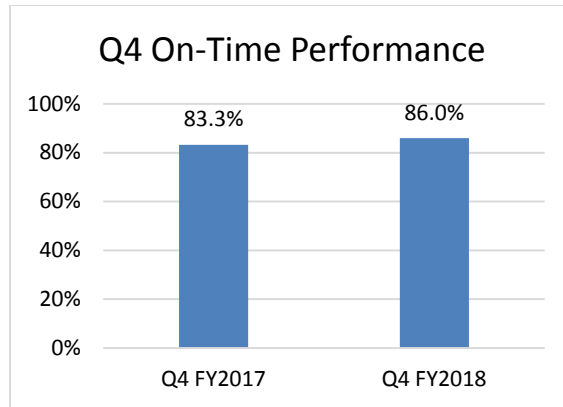


The next chart shows the ridership broken down by average daily boardings by service day during the quarter.



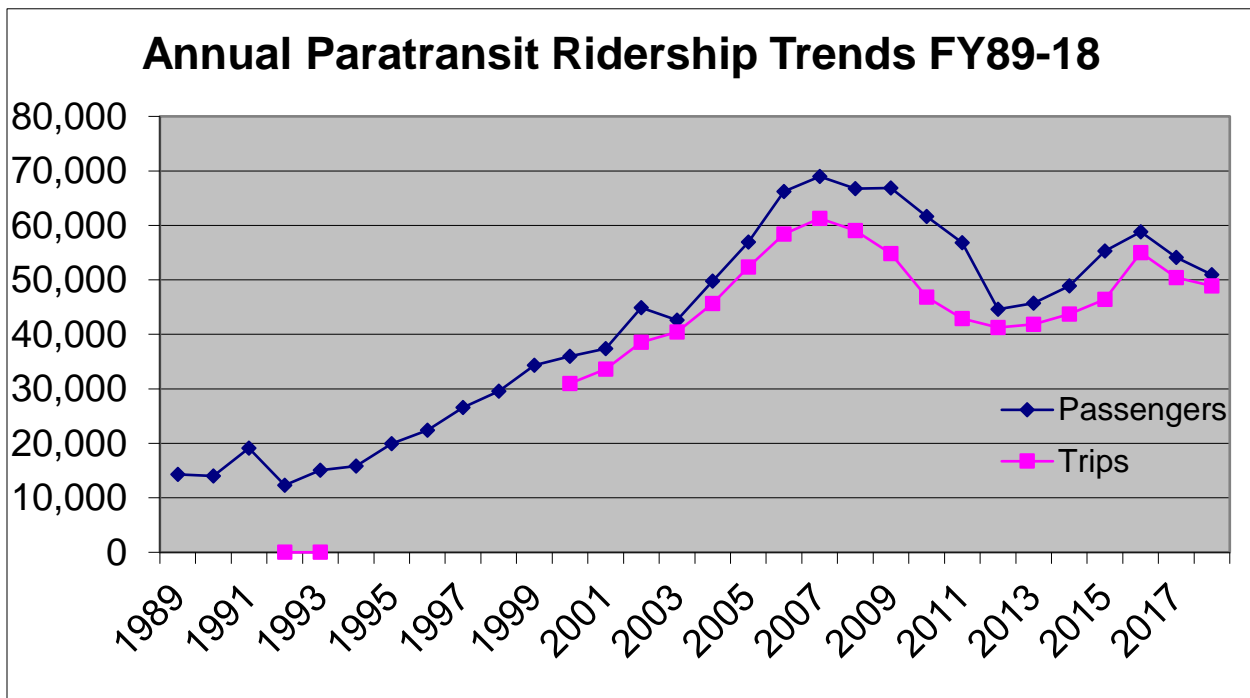
These numbers reflect the general year-on-year trend as well: all service platforms saw some amount of increase in boardings compared to the same quarter of last year.

On the operational side, on-time performance (OTP) continued to increase notably compared with same quarter of the previous year, ending at 86.0%, compared with 83.3% for Q4 of last year. If sustained on an annual basis, this is bringing the agency toward its goal of 85% OTP.

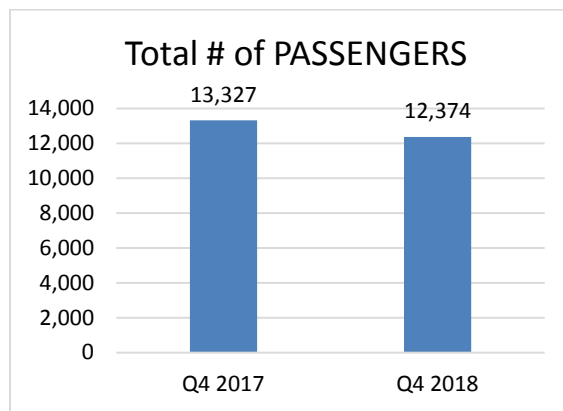
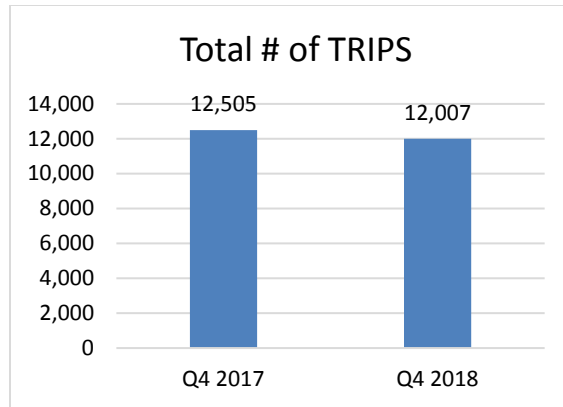


Paratransit

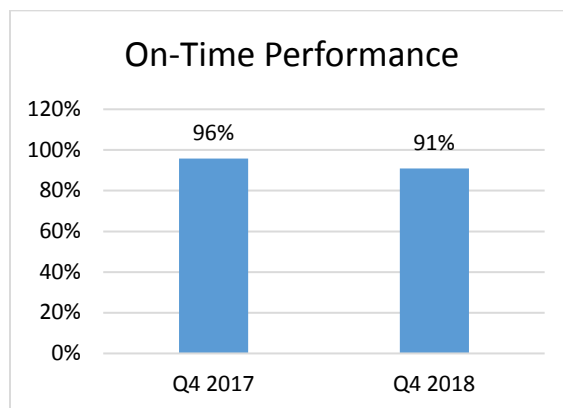
The graph below provides an overview of the historic paratransit ridership trend from the agency's inception thru the end of the fiscal year 2018:



The paratransit ridership has decreased during the fourth quarter of FY18 when comparing it to the fourth quarter ridership in FY17. There has been a decrease of 3.98% in the number of one-way trips as well as a decrease of 7.15% in the number of total passengers, which the two graphs below illustrate. The total number of passengers statistics includes personal care attendants and companions in addition to the ADA paratransit eligible riders.



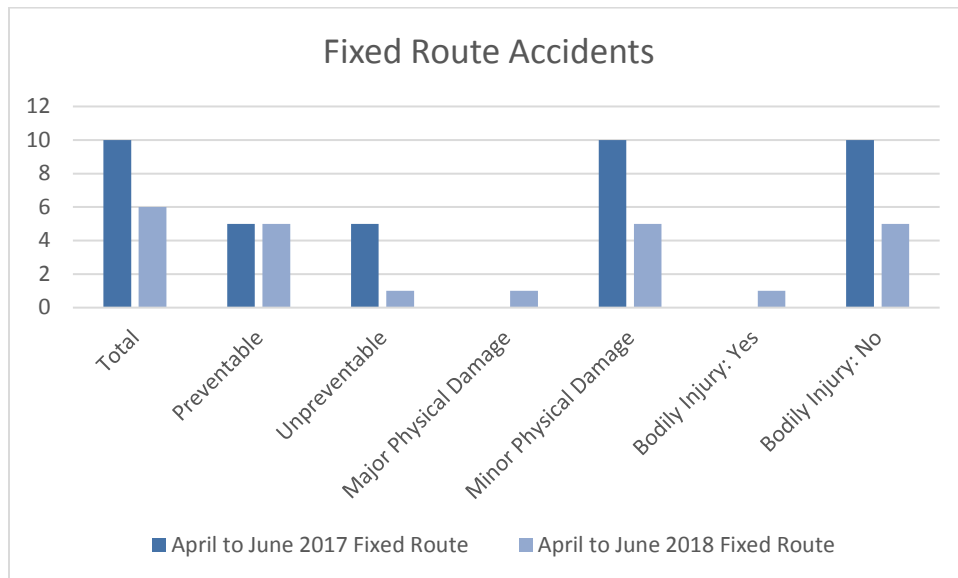
On-time performance (OTP) has decreased by 5.07% from 96% in Q4, FY17 to 91% in Q4, FY18. The OTP decreased mostly due to the extreme driver shortage LAVTA experienced earlier in FY18. However, OTP for FY18 has continued to improve since the driver shortage issue was addressed.



Accidents/Incidents

Fixed Route

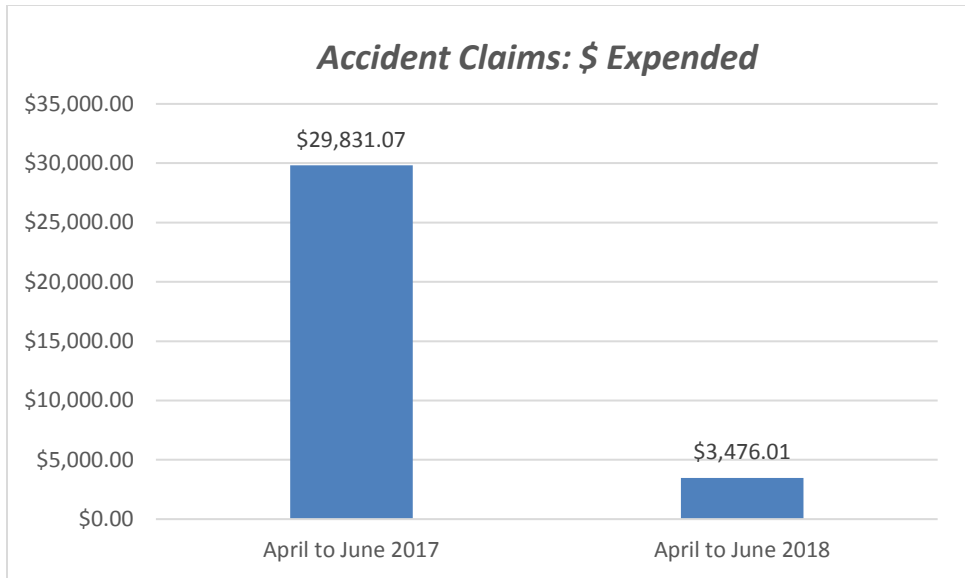
Noted in the figure below for Fixed Route Accidents, in the fourth quarter, there have been six (6) reportable accidents/incidents on the fixed route system, five (5) of which were determined to be preventable, and five (5) deemed non-preventable. None of the accidents resulted in major damage, and all resulted in minor or no damage to the vehicles (only fixed route are LAVTA owned vehicles). None of the fixed route accidents resulted in bodily injury. Staff continues to work with the operations contractor to identify trends in preventable accidents.



Many contractor-operated transportation companies use 1 preventable accident per 100,000 total miles in fixed route service as a goal. Looking at preventable accidents, MV comes in at 0.78 per 100,000 total miles for a 12-month rolling period from July, 1, 2017 – June 30, 2018.

Claims Activity

With respect to the monthly accident claim activity, the charts below highlight claims **for fixed route only**. It should be noted that some of the expenditures are for the prior fiscal year, as adjudication of claims can take some time after the actual accident/incident.



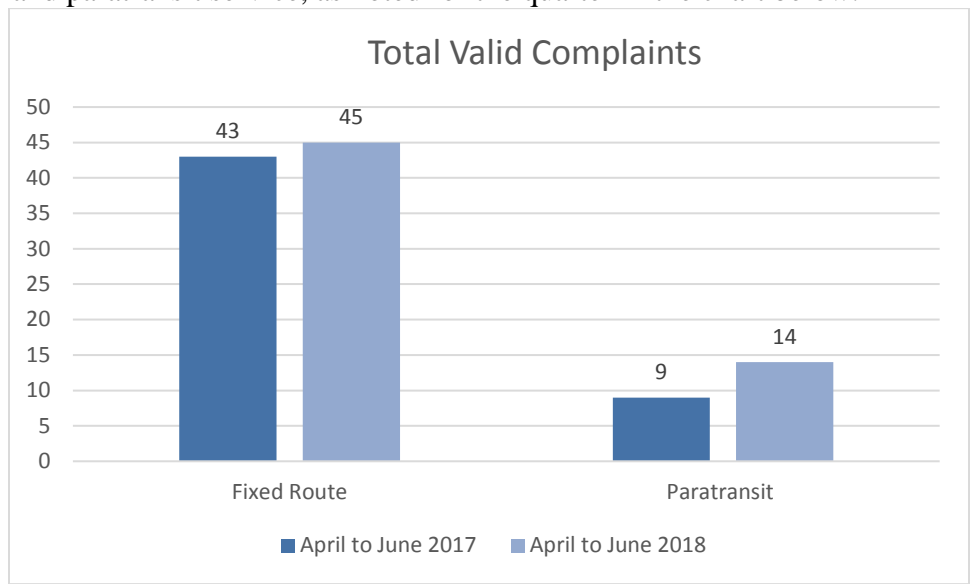
Accidents/Incidents

Paratransit

In the fourth quarter there was one (1) paratransit accident/incidents compared to no (0) paratransit accidents/incidents from second quarter last fiscal year.

Customer Service

Customer Service staff processed a total of 176 customer requests for Q4 FY17 and a total of 170 for Q4 FY18. LAVTA’s Service Quality Standards Index, a measurement of performance for fixed route and paratransit service providers, tracks the number of **valid** complaints for both fixed route and paratransit service, as noted for the quarter in the chart below.



Comparing the total valid complaints from Q4 FY17 and Q4 FY18, the number for fixed route has slightly increased and staff continues to work with the fixed route contractor in the daily management meetings and the Fixed Route Task Force meetings held every other week, which allow for timely recognition of trends, and increased attention to the Customer Oversight Program which provides for assigning points to operators for valid complaints. The top valid complaints for fixed route for this quarter are in the areas of “bypass” (10 complaints), “late” (10 complaints), and “driver courtesy” (6 complaints).

The paratransit valid complaints increased the same for Q4 FY18 when compared to Q4 FY17. Staff and the contractor continue to work together in the Paratransit Task Force meetings to ensure that the complaints are dealt with timely, with a goal of zero (0) valid complaints. The top valid complaints for paratransit for this quarter are in the areas of “booking problem” (7 complaints) and “late” (3).

Recommendation

None – information only.

Approved: _____

AGENDA

ITEM 6



STAFF REPORT

SUBJECT: Adoption of Updated Conflict of Interest Code

FROM: Tamara Edwards Director of Finance

DATE: November 5, 2018

Action Required

Staff requests that the Board of Directors adopt the attached Conflict of Interest Code, including revised Appendix of Designated Officials and Employees, which has been updated to reflect LAVTA's current staffing and organization.

Background

California Government Code Section 87306.5 requires every local agency to review its Conflict of Interest Code in each even-numbered year and to amend the Code if necessitated by changed circumstances. Staff and counsel have reviewed LAVTA's current Code and have determined that it should be updated to change the title of the Director of Planning and Communications to the current title of Director of Planning and Marketing and add the Manager of Customer Service and Contract Oversight position to the list of positions designated for required filing of annual economic interest disclosures and update the title of the Director of Administrative Services to the Director of Finance.

Consultants other than those serving in positions identified in the Code may also be required to file economic disclosures. LAVTA's Executive Director (Interim or permanent) will set forth disclosure requirements for consultants on a form provided by the Fair Political Practices Commission (Form 805), retained by the District. In addition, any new designated staff positions will be recorded, and disclosure categories set forth, on FPPC Form 804 until the Code is amended to include such positions.

After the Board adopts the amended Code, it will be sent to the Alameda County Board of Supervisors for approval.

Recommendation

Staff recommends that the Board of Directors approve the attached Conflict of Interest Code, including updated Appendix of Designated Officials.

Attachments:

1. Resolution 29-2018 of the Board of Directors of the Livermore Amador Valley Transit Authority Approving Revised Conflict of Interest Code
2. Revised Conflict of Interest Code

Approved: _____

RESOLUTION NO. 29-2018

A RESOLUTION OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY APPROVING AN AMENDED CONFLICT OF INTEREST CODE

WHEREAS, the Livermore Amador Valley Transit Authority (LAVTA) is required by the Political Reform Act of 1974 to maintain a Conflict of Interest Code (Code); and

WHEREAS, California Government Code Section 87306.5 requires that the Authority review its Code every even-numbered year and revise if necessary; and

WHEREAS, Legal Counsel and staff have reviewed the current Code and have determined that the Code should be updated to change the title of the Director of Planning and Communications to the current title of Director of Planning and Marketing and add the position of the Manager of Customer Service and Contract Oversight to the list of designated positions that must disclose their economic interests on an annual basis, and change the title of the Director of Administrative Services to the current title of Director of Finance; and

WHEREAS, Legal Counsel and staff recommend adopting the attached amended Code.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Livermore Amador Valley Transit Authority hereby approves and adopts the revised Conflict of Interest Code in the form attached hereto and presented to the Board of Directors; and

BE IT FURTHER RESOLVED that the Executive Director is directed to transmit a copy of the amended Conflict of Interest Code to the Board of Supervisors of the County of Alameda for its review and approval.

PASSED AND ADOPTED by the governing body of the Livermore Amador Valley Transit Authority (LAVTA) this 5th day of November, 2018.

BY _____
Scott Haggerty, Chair

ATTEST _____
Michael N. Conneran, Legal Counsel

CONFLICT OF INTEREST CODE
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

Adopted on the 25th of February, 1986
by Resolution 2-86

Amended on the 1st of November, 2004
by Resolution 22-2004

Amended on the 4th of August, 2008
by Resolution 21-2008

Amended on the 13th of September, 2010
by Resolution 25-2010

Amended on the 10th of September, 2012
by Resolution 25-2012

Amended on the 6th of October, 2014
by Resolution 27-2014

Amended on the 5th of November, 2018
by Resolution 29-2018

**CONFLICT-OF-INTEREST CODE
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY (LAVTA)**

The Political Reform Act, (Government Code Sections 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) that contains the terms of a standard conflict-of-interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act.

Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the conflict-of-interest code of the Livermore Amador Valley Transit Authority (LAVTA).

Individuals holding designated positions shall file their statements of economic interests with LAVTA, which will make the statements available for public inspection and reproduction. (Gov. Code Sec. 81008.) LAVTA will retain a copy of each statement and forward the originals to the Alameda County Board of Supervisors, which shall be the filing officer.

APPENDIX A: DESIGNATED POSITIONS

Designated Positions	Disclosure Categories
Attorney	1, 2
Director of Planning and Marketing	1, 2
Manager of Customer Service and Contract Oversight	1, 2
Consultants/New Positions*	

*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation: The Executive Director may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant’s or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

The following positions are NOT covered by the conflict-of-interest code because they must file a statement of economic interests pursuant to Government Code Section 87200 and, therefore, are listed for information purposes only:

- Board of Directors
- Executive Director
- Director of Finance

An individual holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe their position has been categorized incorrectly. The Fair Political Practices Commission makes the determination whether a position is covered by Section 87200.

APPENDIX B: DISCLOSURE CATEGORIES

Category 1.

All investments, business positions, and sources of income (including loans, gifts, and travel payments) from sources that provide services, supplies, materials, machinery, or equipment of the type utilized by LAVTA.

Category 2.

All interests in real property located in whole or in part within the LAVTA service area or within two miles of the LAVTA service area.

AGENDA

ITEM 7



STAFF REPORT

SUBJECT: Shared Autonomous Vehicle Pilot Project Update
FROM: Jonathan Steketee, Customer Service and Contract Compliance Manager
DATE: November 5, 2018

Action Requested

None – information only.

Background

LAVTA initiated a pilot Shared Autonomous Vehicle (SAV) project in 2017. The goal of the pilot is to test and deploy a SAV in a real world application, to include mixed use traffic on public roadways. The area around the Dublin BART station was identified as an appropriate testing ground for the SAV and LAVTA subsequently contracted with GoMentum to acquire an SAV on behalf of LAVTA for testing.

Discussion

The SAV project has been a challenge for LAVTA and its partners. The following is a brief summary of the delays encountered:

AAA Acquires GoMentum

GoMentum in an effort to bring more resources into the project was bought by the American Automobile Association (AAA). While the acquisition will be favorable to the Authority's project in the long run, the acquisition is resulting in a new agreement with AAA that will be brought to the Board at the next meeting and the transition to a new management team for the project.

Storage Facility/Charging Station

AAA and LAVTA continue to work on the development of the SAV storage and charging station at the Dublin/Pleasanton BART Station. While the completion of the storage and charging is still several months away, AAA has agreed to begin testing of the SAV in November at the Dublin/Pleasanton BART Station by hauling the SAV from an off-site storage/charging location.

Inductive Charging

Developments in technology have resulted in the potential to use inductive or "wireless" charging of SAVs. AAA has recently installed inductive charging equipment on LAVTA's SAV and is making plans to install inductive charging equipment at the storage/charging facility being constructed at the Dublin/Pleasanton BART Station. It is anticipated that this

will be the first location in the US to have an SAV wirelessly charged with inductive technology.

LAVTA is having weekly calls and regular meetings with the key partners to ensure that we are moving forward on the pilot as expeditiously as possible. At the Board meeting staff will provide additional information on the SAV project.

Fiscal Impact

None

Recommendation

None – information only.

Approved: _____

AGENDA

ITEM 8



FY2019 Goals, Strategies and Projects

Last Updated – November 1, 2018

MANAGEMENT ACTION PLAN (MAP)

Goal: Service Development						
Strategies (those highlighted in bold indicate highest Board priority)						
<ol style="list-style-type: none"> 1. Provide routes and services to meet current and future demand for timely/reliable transit service 2. Increase accessibility to community, services, senior centers, medical facilities and jobs 3. Optimize existing routes/services to increase productivity and response to MTC projects and studies 4. Improve connectivity with regional transit systems and participate in Valley Link Project 5. Explore innovative fare policies and pricing options 6. Provide routes and services to promote mode shift from personal car to public transit 						
Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
Strategic Plan/Long Range Transit Plan (Agency's 30 Year Plan)	<ul style="list-style-type: none"> • RFP • Award of Contract • Consideration of Changes 	DP	Projects/ Services	Nov 2018 Feb 2019 May 2019	→ New project for Spring 2019.	
Review of Fixed Routes	<ul style="list-style-type: none"> • RFP • Award of Contract • Consideration of Changes 	DP	Projects/ Services	Nov 2018 Feb 2019 May 2019	→ It's been 24 months since the Wheels fixed route system redesign. This project will review the performance of the system since the redesign and recommend changes. New project for Spring 2019.	

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Comprehensive Paratransit Assessment	<ul style="list-style-type: none"> • Award of Contract • Public Outreach • Approval of Recommendations 	ED	Projects/ Services	Nov 2016 Jun/Nov 2017 Feb 2019	→ Nelson/Nygaard awarded contract. Public meetings held in June. LAVTA Board presentation made in September. Second round of workshops completed in November. City of Pleasanton analyzing data with near future meeting set on May 11th. City cancelled meeting. Awaiting new date to meet from City.	X X
Fare Study	<ul style="list-style-type: none"> • Draft Fare Study • Public Hearings • Board Approval 	PD	Projects/ Services	May 2017 Sept 2018 Oct 2018	→ Draft Fare Study for fixed route complete. F&A reviewed in May. Decision made to hold study results to see ridership trends on fixed route and paratransit study fare recommendations. Public Hearings held in September. <u>Board approved in October. Implementation in January.</u>	X X X
Hacienda Pass	<ul style="list-style-type: none"> • Review Pass Program • Work with Hacienda on Improving the Program 	ED	Finance/ Admin	Oct 2018 Jun 2018	→ <u>Initial correspondence with Hacienda provided. Upcoming meeting in November.</u>	
Transit Signal Priority Upgrade Project in Rapid Corridors	<ul style="list-style-type: none"> • Engineering Work • Finish Project 	DP	Projects/ Services	Oct 2017 Mar 2019	→ Grant by TVTAC approved. Board approved MOU with Pleasanton. Board approved engineering contract with Kimley Horn. Design completed and submitted to Cities for review. Equipment purchase in Nov/Dec and install in Feb/March.	

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
Go Dublin Discount Program	<ul style="list-style-type: none"> Explore use of Uber WAV Secure additional funding Develop long-term strategy 	ED	Projects/ Services	Nov 2018 Jun 2019 Jun 2019	→ Program continuing into FY2019. Contact made with Uber & MV to discuss Uber WAV in Dublin (MV provides wheelchair accessible rides through Uber). <u>Negotiations ongoing for wheelchair accessible vehicles w/GoDublin program through MTM.</u>	
Dublin Service Plan	<ul style="list-style-type: none"> Explore use of articulated buses 	DP	Projects/ Services	Nov 2018	→ Nelson/Nygaard looking at merits of LAVTA operating articulated buses.	
SAV Project	<ul style="list-style-type: none"> Complete storage facility/electrical Work through first set of tests Seek long-term funding for project 	CM	Projects/ Services	Nov 2018 Jun 2019 Jun 2019	→ BART working on storage and electrical. Regular monthly meetings scheduled w/Project Partners. Update to be provided to Board in November.	
Advanced Intelligent Intersection Project	<ul style="list-style-type: none"> Install equipment on buses Evaluate performance of project 	CM	Projects/ Services	Jun 2019 Jun 2020	→ City of Dublin funded. Working with City and MTC on scope of work and procurement of equipment. MOU approved by LAVTA and City. <u>Equipment on order.</u>	
Install and Upgrade Video System on Vehicles	<ul style="list-style-type: none"> Install video cameras on paratransit vehicles Upgrade 20 video systems on Wheels buses 	ED	Projects/ Services	Mar 2019 Jun 2019	→ Staff evaluating cameras/video systems for paratransit vehicles. →Board awarded cameras/video systems for 20 buses in September. <u>Equipment on order.</u>	

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
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Goal: Marketing and Public Awareness

Strategies (those highlighted in bold indicate highest Board priority)

- 1. Continue to build the Wheels brand image, identity and value for customers**
2. Improve the public image and awareness of Wheels
3. Increase two-way communication between Wheels and its customers
- 4. Increase ridership, particularly on the Rapid, to fully attain benefits achieved through optimum utilization of our transit system**
5. Promote Wheels to New Businesses and residents

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
Website Upgrades	<ul style="list-style-type: none"> • More fully develop Better Way to BART section of website 	PD	Projects/ Services	Mar 2019	→ Project under development.	
App Development	<ul style="list-style-type: none"> • Mobile Ticketing App • Improve integration on CityMapper • Mobile Ticketing in Transit and CityMapper 	PD	Projects/ Services	Feb 2019	→ Working with City Mapper and Transit apps on requirements for integration of mobile ticketing. Creating RFP for mobile ticketing. <u>Holding off on advertising RFP until after elections to await fate of SB 1 dollars.</u>	
LAVTA Rebranding Project	<ul style="list-style-type: none"> • Bus stop sign replacement with new branding. 	PD	Projects/ Services	Jun 2019	→ Replace bus stop signs throughout service area with newly branded bus stop signs. Replace stencil stops with bus stop signs.	

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Individualized Marketing	<ul style="list-style-type: none"> • Award Contract • Marketing • Review of Results 	PD	Projects/ Services	Jan 2019 May 2019 Jun 2019	→ Targeting Pleasanton's high density housing areas along Rapid near BART. <u>RFP under development.</u>	
N Canyons Parkway Rapid Bus Stop Project	<ul style="list-style-type: none"> • Begin planning/engineering work • Improvements to site • Relocation of shelters 	FD	Projects/ Services	May 2017 Jun 2018 Aug 2018	→ FTA grant to upgrade stops in this corridor to Rapid style. Engineering work done. Bids came in high. Board rejected all bids. Bid re-advertised. Board awarded project in November. Construction completed.	X X X
Pleasanton SmartTrips Corridor Rapid Bus Stop Project	<ul style="list-style-type: none"> • Engineering work • Award of construction contract • Finish project 	FD	Projects/ Services	Nov 2017 Apr 2018 Jun 2018	→ ACTC grant received to upgrade stops in this corridor to Rapid style. Board awarded engineering to Kimley Horn in November. Bus shelter type is next step. Project award in April. 35% design completed. 65% design completed. Awaiting approval by City.	
Replace Shelters Past Useful Life That Are On Livermore Routes	<ul style="list-style-type: none"> • Identify shelters • Install 	FD	Projects/ Services	Nov 2016 Apr 2018	→ Shelters identified. 10 shelters delivered. No bids for install received. Rebid. Board approved contract with Hammercraft Construction in March. <u>Evaluating cost for MV to provide work vs Hammercraft.</u>	X

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
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Goal: Community and Economic Development

Strategies (those highlighted in bold indicate highest Board priority)

1. Integrate transit into local economic development plans
2. Advocate for increased TOD from member agencies and MTC
- 3. Partner with employers in the use of transit to meet TDM goals & requirements**

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
TMA Development in Dublin	<ul style="list-style-type: none"> • Develop guidelines in partnership with City of Dublin 	PD	Finance Admin	Dec 2019	→ Working with TMAs to draft program and agreements for City of Dublin to consider.	
TOD Development	<ul style="list-style-type: none"> • Assist City in creating a master plan for the area around transit center in City of Livermore 	PD	Project/ Services	Jun 2018	→ After finishing Historic Depot project staff will schedule a meeting to continue discussions with City staff on this future project.	

Goal: Regional Leadership

Strategies (those highlighted in bold indicate highest Board priority)

- 1. Advocate for local, regional, state, and federal policies that support mission of Wheels**
2. Support staff involvement in leadership roles representing regional, state, and federal forums
3. Promote transit priority initiatives with member agencies
4. Support regional initiatives that support mobility convenience

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Valley Link	<ul style="list-style-type: none"> • Provide staff support 	ED	Projects/ Services	Jun 2019	→ Staff continuing to provide support. Agency working on Phase II of Feasibility Report and environmental work/30% design of Valley Link. <u>MTC approved \$10.1M request in September. EIR underway. RFP for Phase II of Feasibility Report advertised.</u>	

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Dublin Parking Garage	<ul style="list-style-type: none"> • Provide staff support in administering the grant • Provide support for evaluation of bus circulation near project for inter-regional connections 	ED	Projects/ Services	Jun 2019	→ Staff meeting with County and Caltrans and CalSTA to support the project. <u>Ground breaking held.</u>	
Calendar Year Legislative Plan	<ul style="list-style-type: none"> • Creation of Legislative Plan and review/approval by the Board and provide support for key legislation. 	ED	Finance/ Admin	Feb 2018	→ F&A committee looked at draft legislative plan in January 2018. Board approved 2018 Legislative Plan in February. <u>All eyes on Prop 6.</u>	

Goal: Organizational Effectiveness

Strategies (those highlighted in bold indicate highest Board priority)

1. Promote system wide continuous quality improvement initiatives
2. Continue to expand the partnership with contract staff to strengthen teamwork and morale and enhance the quality of service
- 3. Establish performance based metrics with action plans for improvement; monitor, improve, and report on-time performance and productivity**
4. HR development with focus on employee quality of life and strengthening of technical resources
5. Enhance and improve organizational structures, processes and procedures to increase system effectiveness
6. Develop policies that hold Board and staff accountable, providing clear direction through sound policy making decisions

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
ViewPoint Software	<ul style="list-style-type: none"> • Staff to complete development of software w/Trapeze. 	ED	Projects/ Services	Mar 2019	→ Met with Trapeze. <u>Dashboard for software to be installed/functional by Nov 2018.</u>	

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Contract Management	<ul style="list-style-type: none"> • Implement quarterly and annual contractor audits • Develop staff field observation reports and process • Implement regular reviews of system performance 	ED	Projects/ Services	Sept 2018 Oct 2018 Oct 2018	→ New project for Contract Compliance Manager. Audits and reports and review procedures under development. Quarterly random audits being performed.	X
Explore Quality of Life Opportunities for Workforce	<ul style="list-style-type: none"> • Explore opportunities to enhance quality of life to retain workforce 	FD	Finance/ Admin	Feb 2019	→ New project. Report to be made to the Board in February for implementation.	
Continue Planning of Atlantis Operating & Maintenance Facility	<ul style="list-style-type: none"> • Review previous conceptual planning and recommendations. 	FD	Finance/ Admin	Apr 2019	→ Currently LAVTA is out of office space/bus parking space. Review of plans to take place in late fall early spring for recommendations to the Board in April.	
<p>Goal: Financial Management</p> <p>Strategies (those highlighted in bold indicate highest Board priority)</p> <ol style="list-style-type: none"> 1. Develop budget in accordance with strategic Plan, integrating fiscal review processes into all decisions 2. Explore and develop revenue generating opportunities 3. Maintain fiscally responsible long range capital and operating plans 						
<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
FY18 Comprehensive Annual Financial Report	<ul style="list-style-type: none"> • Complete financial audit and all required reporting to Board, local, regional and state agencies. 	DF	Finance/ Admin	Nov 2018	→ Audit performed. Review of audit at F&A delayed due to auditor work load.	

Attachments

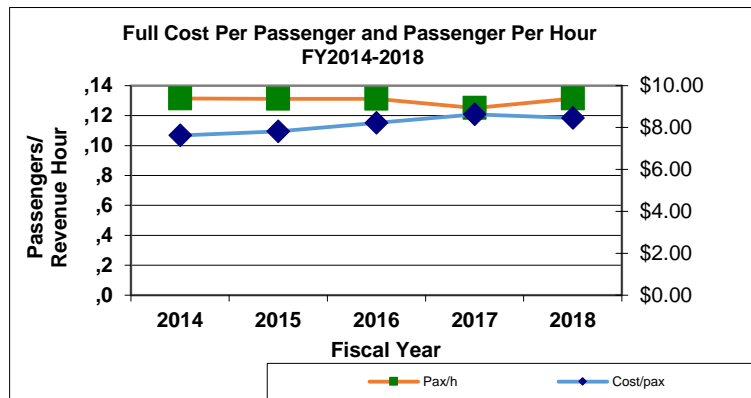
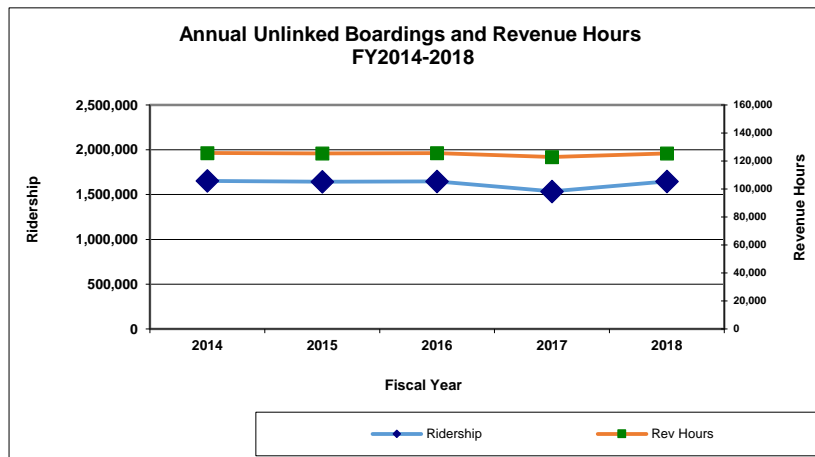
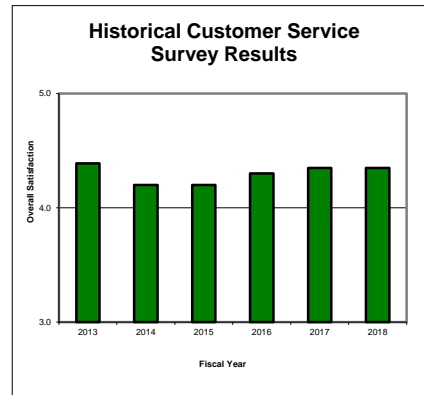
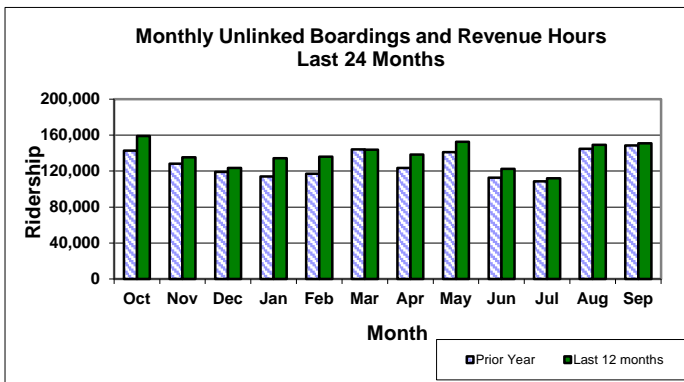
1. Board Statistics FY19
2. FY19 Upcoming Items

Underlined text indicates changes since last report.

Monthly Summary Statistics for Wheels September 2018

FIXED ROUTE

	September 2018			% change from one year ago		
Total Ridership FY 2018 To Date	412,252			2.6%		
Total Ridership For Month	151,048			1.7%		
Fully Allocated Cost per Passenger	\$7.27			-2.4%		
	Weekday	Saturday	Sunday	Weekday	Saturday	Sunday
Average Daily Ridership	7,049	1,754	1,391	6.0%	2.9%	-1.1%
Passengers Per Hour	16.0	11.3	8.9	4.7%	2.8%	-1.1%
	September 2018			% change from last month		
On Time Performance	83.0%			-1.1%		



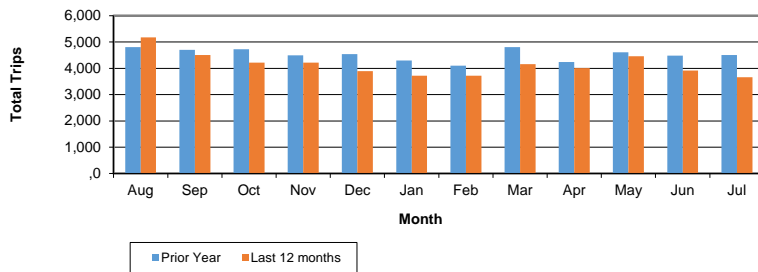
Monthly Summary Statistics for Wheels September 2018

PARATRANSIT

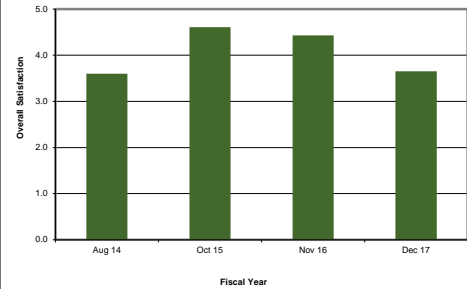
General Statistics	September 2018	% Change from last year	Year to Date
Total Monthly Passengers	3,659	-18.7%	11,423
Average Passengers Per Hour	1.20	-40.0%	
On Time Performance	95.3%	4.7%	
Cost per Trip	\$33.16	2.5%	
Number of Paratransit Assessments	24	-22.6%	109
Calls Answered in <1 Minute	77.00%	5.2%	

Missed Services Summary	September 2018	Year to Date
1st Sanction - Phone Call	2	9
2nd Sanction - Written Letter	0	0
3rd Sanction - 15 Day Suspension	0	0
4th Sanction - 30 Day Suspension	0	0
5th Sanction - 60 Day Suspension	0	0
6th Sanction - 90 Day Suspension	0	0

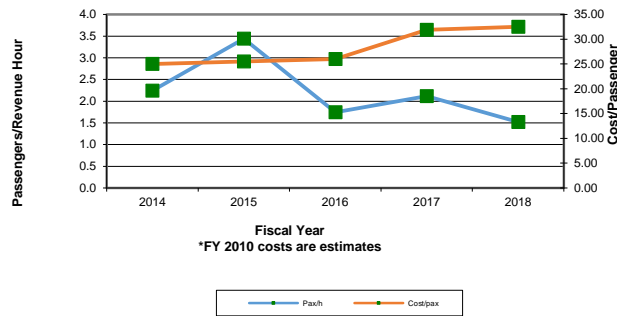
Paratransit Monthly Unlinked Boardings, Last 24 Months



Historical Customer Service Survey Results



Paratransit Full Cost Per Passenger and Average Passengers Per Hour FY2014-2018



Monthly Summary Statistics for Wheels

September 2018

SAFETY							
ACCIDENT DATA	September 2018				Fiscal Year to Date		
	Fixed Route		Paratransit		Fixed Route		Paratransit
Total					11		1
Preventable					7		0
Non-Preventable					4		1
Physical Damage							
Major					0		0
Minor					11		0
Bodily Injury							
Yes					2		1
No					9		0
MONTHLY CLAIMS ACTIVITY							
				Totals			
Amount Paid							
This Month				\$4,711.79			
To Date This Fiscal Year				\$10,061.06			
Budget							
				\$100,000.00			
% Expended							
				10%			

CUSTOMER SERVICE - ADMINISTRATION		
CATEGORY	Number of Requests	
	September 2018	Year To Date
Praise	1	4
Bus Stop	2	9
Incident	0	0
Trip Planning	4	13
Fares/Tickets/Passes	2	4
Route/Schedule Planning	3	12
Marketing/Website	0	0
ADA	0	0
TOTAL	12	42

CUSTOMER SERVICE - OPERATIONS								
CATEGORY	FIXED ROUTE				PARATRANSIT			
	VALID	NOT VALID	UNABLE TO VALIDATE	VALID YEAR TO DATE	VALID	NOT VALID	UNABLE TO VALIDATE	VALID YEAR TO DATE
Praise				1				0
Safety				2				1
Driver/Dispatch Courtesy				3				0
Early				1				0
Late				10				1
No Show				4				0
Incident				0				0
Driver/Dispatch Training				1				5
Maintenance				0				0
Bypass				11				0
TOTAL	0	0	0	33	0	0	0	7
Valid Complaints								
Per 10,000 riders	0.00							
Per 1,000 riders					0.00			

LAVTA COMMITTEE ITEMS - November 2018 - March 2019

Finance & Administration Committee

November

	Action	Info
Minutes	X	
Treasurers Report	X	
CAFR	X	

December

	Action	Info
Minutes	X	
Treasurers Report	X	
Legislative Program	X	

*Typically December committee meetings are cancelled

January

	Action	Info
Minutes	X	
Treasurers Report	X	

February

	Action	Info
Minutes	X	
Treasurers Report	X	

March

	Action	Info
Minutes	X	
Treasurers Report	X	

LAVTA COMMITTEE ITEMS - November 2018 - March 2019

Projects & Services Committee

November

	Action	Info
Minutes	X	
Quarterly Operations		X
DAR Customer Satisfaction Survey		X

December

	Action	Info
Minutes	X	
Mobility Forward Draft Recommendation	X	

*Typically December committee meetings are cancelled

January

	Action	Info
Minutes (November)	X	
DAR Customer Satisfaction Survey		X
Mobility Forward Final Recommendation	X	

February

	Action	Info
Minutes	X	
Quarterly Operations		X

March

	Action	Info
Minutes	X	