

**MINUTES OF THE FEBRUARY 22, 2022 ZOOM TELECONFERENCE**  
**LAVTA FINANCE AND ADMINISTRATION COMMITTEE MEETING**

**1. Call to Order**

Committee Chair Brittini Kiick called the meeting to order at 4:03pm.

**2. Roll Call of Members**

**Members Present**

Kathy Narum, City of Pleasanton (departed at 4:04pm)

Melissa Hernandez, City of Dublin

Brittini Kiick, City of Livermore

**3. Meeting Open to Public**

[Kathy Narum, from City of Pleasanton, departed during Meeting Open to Public.]

No comments.

**4. Minutes of the January 25, 2022 Meeting of the F&A Committee**

Approved: Hernandez/Kiick

Aye: Hernandez, Kiick

No: None

Abstain: None

Absent: Narum

**5. Treasurer's Report for January 2022**

Staff provided the Treasurer's Report for January 2022 to the F&A Committee and noted the January dates within the staff report will be corrected from 2021 to 2022 for the Board of Directors meeting.

The Finance and Administration Committee recommended forwarding the January 2021 Treasurer's Report to the Board for approval.

Approved: Kiick/Hernandez

Aye: Hernandez, Kiick

No: None

Abstain: None

Absent: Narum

## **6. Approval of the Capital Improvement Program for Fiscal Years 22 through 31**

Staff reported on the Capital Improvement Program (CIP) for Fiscal Years 22 through 31. Staff informed that the Short Range Transit Plan (SRTP) is behind schedule and normally the CIP is completed at the same time, but LAVTAs CIP was updated last year for funding. The CIP approved last year accounted for 4 hydrogen and 8 hybrid buses, so this CIP has been updated to account for all 12 buses to be hydrogen and that will allow LAVTA to receive appropriate Federal Transit Administration (FTA) funding. Staff noted that the CIP is for the full ten years and all the projects were updated with identified funding sources. If a funding source was not identified it was listed as funding not secured in the CIP. Staff acknowledged that if LAVTA does not receive funding for a project we will not complete the project until it is funded.

The Finance and Administration Committee discussed this agenda item with staff.

The Finance and Administration Committee approved and recommended forwarding to the LAVTA Board of Directors to approve the Capital Improvement Program for Fiscal Years 2022-2031 and adopt Resolution 07-2022.

Approved: Kiick/Hernandez  
Aye: Hernandez, Kiick  
No: None  
Abstain: None  
Absent: Narum

## **7. Preview of Upcoming F&A Committee Agenda Items**

## **8. Matters Initiated by Committee Members**

None.

## **9. Next Meeting Date is Scheduled for: March 22, 2022**

## **10. Adjourn**

Meeting adjourned at 4:15pm.

**MINUTES OF THE MARCH 22, 2022 ZOOM TELECONFERENCE**  
**LAVTA FINANCE AND ADMINISTRATION COMMITTEE MEETING**

**1. Call to Order**

Committee Vice Chair Kathy Narum called the meeting to order at 4:00pm. It was noted that there is not a quorum and those in attendance will wait five minutes to see if any other members join the Zoom meeting.

After the Call to Order, Agenda Item 12 was moved up on the agenda, since no further Committee members were in attendance.

**12. Adjourn**

The meeting was adjourned at 4:10pm and no meeting was held, due to the absence of a quorum.

**2. Roll Call of Members**

**3. Meeting Open to Public**

- Members of the audience may address the Committee on any matter within the general subject matter jurisdiction of the LAVTA Board of Directors.
- Members of the audience may address the Committee on items on the Agenda at the time the Chair calls for the particular Agenda item.
- Public comments should not exceed three (3) minutes.
- Agendas are published 72 hours prior to the meeting.
- No action may be taken on matters raised that are not on the Agenda.

**4. Minutes of the February 22, 2022 Meeting of the F&A Committee**

**Recommendation:** Approval

**5. Treasurer's Report for February 2022**

**Recommendation:** Staff requests that the Finance and Administration Committee forward the February 2022 Treasurer's Report to the Board for approval.

**6. LAVTA Rutan Landscaping Construction Project**

**Recommendation:** Staff requests that the Finance and Administration Committee recommend that the Board of Directors approve Resolution 09-2022, authorizing the Executive Director to execute an agreement with Westside Landscape and Concrete, Inc. for the removal of the existing landscape, soil preparation, irrigation system installation, and planting at the Rutan Facility.

**7. FTA Section 5311 Funding Authorizing Resolution**

**Recommendation:** Staff recommends the Finance and Administration Committee refer Resolution 10-2022 to the Board of Directors for approval, authorizing LAVTA to receive federal funding under FTA Section 5311.

**8. Resolution in Support of Allocation Request for FY 21-22 Funding through the State Low Carbon Transit Operations Program (LCTOP)**

**Recommendation:** Staff recommends Finance & Administration Committee refer Resolution 11-2022 to the Board of Directors for approval to request an LCTOP allocation for the FY 21-22 Low Carbon Transit Operations Program (LCTOP) to restore Rapid service frequencies in FY 22-23.

**9. Preview of Upcoming F&A Committee Agenda Items**

**10. Matters Initiated by Committee Members**

**11. Next Meeting Date is Scheduled for: April 26, 2022**