

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

**BOARD OF DIRECTORS MEETING**

**DATE:** June 5, 2023

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

**TIME:** 4:00pm

**BOARD MEMBERS**

**DAVID HAUBERT – CHAIR**  
**EVAN BRANNING**  
**JULIE TESTA**  
**BRITTNI KIICK**

**MELISSA HERNANDEZ – VICE CHAIR**  
**JEAN JOSEY**  
**KARLA BROWN**

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*Agenda Questions: Please call the Front Desk at (925) 605-8442 or send an email to  
[LAVTA.wegener@gmail.com](mailto:LAVTA.wegener@gmail.com)*

*Documents received after publication of the Agenda and considered by the Board of Directors in its deliberation will be available for inspection only via electronic document transfer, due to the COVID-19 outbreak. See the COVID-19 provisions outlined below. Please call or email the Executive Director during normal business hours if you require access to any such documents.*

**MEETING PROCEDURE**

This Board of Directors meeting will be conducted in person.

Public comments will also be accepted via email until 1:00 p.m. on Monday, June 5, 2023 at [LAVTA.wegener@gmail.com](mailto:LAVTA.wegener@gmail.com). Please include “Public Comment BOD – 6/5/2023” and the agenda item in the subject line. In the body of the email please include your name. Public comments submitted will be read during Public Comment and will be subject to the regular three-minute time restriction.

**To submit written comments:**

- Provide public written comments prior to the meeting by email, to [frontdesk@lavta.org](mailto:frontdesk@lavta.org)

If you are submitting public comment via email, please do so by 1:00 p.m. on Monday, June 5, 2023 to [LAVTA.wegener@gmail.com](mailto:LAVTA.wegener@gmail.com). Please include “Public Comment BOD –6/5/2023” and the agenda item to which your comment applies in the subject line. In the body of the email please include your name. Public comments submitted will be read during Public Comment and will be subject to the regular three-minute time restriction.

**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 May 1, 2023 Board of Directors meeting.**

**B. Treasurer's Report for April 2023**

**Recommendation:** The Finance and Administration Committee recommends that the Board of Directors approve the April 2023 Treasurer's Report.

**C. LAVTA Annual Salary Band Review**

**Recommendation:** The Finance and Administration Committee recommends that the Board of Directors approve the attached Resolution 17-2023 adjusting the salary bands for LAVTA positions.

**D. Approval of Updated Public Transportation Agency Safety Plan**

**Recommendation:** Staff recommends that the Board of Directors approve Resolution 16-2023 and adopt the updated Public Transportation Agency Safety Plan.

**5. Election of LAVTA Chair and Vice Chair**

**Recommendation:** Nominate and elect a LAVTA Board Chair and Vice Chair for FY24 in accordance with the agency's bylaws.

**6. Appointment of LAVTA Representative to Tri-Valley San Joaquin Valley Regional Rail Authority Board of Directors**

**Recommendation:** Staff recommends that the LAVTA Board appoint a representative to serve on the Tri-Valley – San Joaquin Valley Regional Rail Authority

**7. TAAC Recruitment for Terms Starting FY 2023/2024**

**Recommendation:** Staff recommends the Board of Directors ratify the TAAC appointments for terms starting on July 1, 2023.

**8. Executive Director's Report**

**9. Adjourn to CLOSED SESSION**

**10. Closed Session pursuant to Government Code Section §54957  
THREAT TO PUBLIC SERVICES OR FACILITIES**

**11. Closed Session pursuant to Government Code Section §54957  
CONFERENCE WITH LEGAL COUNSEL**

**12. Reconvene to OPEN SESSION**

**13. Matters Initiated by the Board of Directors**

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

**14. Next Meeting Date is Scheduled for: July 10, 2023**

**15. 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	6/2/2023
LAVTA, Executive Assistant	Date
<i>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:</i> <i>Executive Director</i> <i>Livermore Amador Valley Transit Authority</i> <i>1362 Rutan Court, Suite 100</i> <i>Livermore, CA 94551</i> <i>Fax: 925.443.1375</i> <i>Email: <a href="mailto:frontdesk@lavta.org">frontdesk@lavta.org</a></i>	

**AGENDA**  
**ITEM 4A**

## **MINUTES OF THE MAY 1, 2023 LAVTA BOARD OF DIRECTORS MEETING**

### **1. Call to Order and Pledge of Allegiance**

Meeting was called to order by Chair David Haubert at 4:00pm.

### **2. Roll Call of Members**

#### **Members Present**

David Haubert – County of Alameda

John Marchand – City of Livermore

Evan Branning – City of Livermore

Jean Josey – City of Dublin

Karla Brown – City of Pleasanton

Julie Testa – City of Pleasanton

Melissa Hernandez – City of Dublin

#### **Members Absent**

Brittni Kiick – City of Livermore

### **3. Meeting Open to Public**

No Comments.

### **4. Consent Agenda**

**Recommend approval of all items on Consent Agenda as follows:**

**A. Minutes of the March 6, 2023 (amended) and April 3, 2023 Board of Directors meeting.**

**B. Treasurer's Report for March 2023**

The Board of Directors approved the Treasurer's Report for March 2023.

**C. LAVTA Livermore Transit Center Landscaping Construction Project**

The Board of Directors approved Resolution 15-2023, authorizing the Executive Director to execute an agreement with Los Loza, Inc. for landscaping work at the Livermore Transit Center.

**D. Contract Award for LAVTA Facility Janitorial Services**

The Board of Directors approved Resolution 14- 2023, authorizing the Executive Director to execute a three-year contract with two one-year options with Aim to Please Janitorial Services of San Francisco for Facility Janitorial Services.

**E. Design of the Rutan Maintenance Bay Hydrogen Retrofit**

The Board of Directors approved a Contract Task Order with Gannett Fleming for design services for the Rutan Maintenance Bays Hydrogen Retrofit project, for a not-to-exceed amount of \$147,500 with a contingency amount of \$14,700 to be used at the discretion of the Executive Director.

Approved: Brown/Hernandez

Aye: Brown, Josey, Hernandez, Haubert, Testa, Marchand, Branning

No: None

Abstain: None

Absent: Kiick

**5. LAVTA's Operating & Capital Budget for FY 2024**

Staff reported that the FY 2024 overall budget will increase by 1.55%. The total operating budget is \$24,619,185.

The item was discussed by the Board Members and staff.

The Board of Directors approved the Operating and Capital Budget for FY 2024 and Resolution 13-2023.

Approved: Branning/Marchand

Aye: Brown, Josey, Hernandez, Haubert, Testa, Marchand, Branning

No: None

Abstain: None

Absent: Kiick

**6. Addressing Rider Behavior**

Executive Director Christy Wegener reported on rider behavior and how LAVTA will address the issues by implement specific changes. Some of the changes noted were signage, on-board announcements, supporting drivers, and updating the rider code of conduct policy.

The item was discussed by the Board Members and staff.

This was informational only. No specific action is proposed for this Board meeting.

**7. July 2023 Board Meeting Date**

The Board of Directors approved rescheduling the July meeting to July 10, 2023.

Approved: Brown/Josey

Aye: Brown, Josey, Hernandez, Haubert, Testa, Marchand, Branning

No: None

Abstain: None

Absent: Kiick

## **8. Executive Director's Report**

Executive Director Christy Wegener introduced Director of Operations Michael Tobin and informed that the Local Division 44 received an MV Corporate award for most improved division in Preventative Accident Frequency. An announcement was made that LAVTA is also planning a Bus Rodeo family event on Saturday, October 28, 2023. Executive Director Christy Wegener also noted that BART is changing their schedules and LAVTA is planning to conduct a mini COA.

Executive Director Christy Wegener provided an overview of the written Executive Director's Report included in the packet.

The item was discussed by the Board Members and staff.

## **9. Matters Initiated by the Board of Directors**

None.

## **10. Next Meeting Date is Scheduled for: June 5, 2023**

## **11. Adjournment**

Meeting adjourned at 5:00pm.

**AGENDA**  
**ITEM 4B**



## STAFF REPORT

SUBJECT: Treasurer's Report for April 2023

FROM: Tamara Edwards, Director of Finance

DATE: June 5, 2023

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**Action Requested**

Approval of the LAVTA Treasurer's Report for April 2023.

**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 April 1, 2023	\$16,257,614.74
Payments made	\$2,304,544.06
Deposits made	\$1,406,467.24
Transfer from Farebox	\$250,000.00
Ending balance April 30, 2023	\$15,609,537.92

***Farebox account activity (106):***

Beginning balance April 1, 2023	\$295,921.81
Deposits made	\$31,483.83
Transfer to General Checking	\$250,000.00
Ending balance April 30, 2023	77,405.64

***LAIF investment account activity (135):***

Beginning balance April 1, 2023	\$11,131,738.53
Q3FY24 Interest	\$75,026.12
Ending balance April 30, 2023	\$11,206,764.65

***Operating Expenditures Summary:***

As this is the tenth 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 83%. The agency is at 64.2% overall. However, the Paratransit billing is still two months behind, so we have been unable to accrue them, therefore this amount is not 100% accurate.

***Operating Revenues Summary:***

While expenses are at 64.2%, revenues are at 86.3% allowing for a healthy cash flow.

**Recommendation**

The Finance and Administration Committee recommends that the Board of Directors approve

the April 2023 Treasurer's Report.

Attachments:

1. April 2023 Treasurer's Report

*Approved:* \_\_\_\_\_

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
BALANCE SHEET  
FOR THE PERIOD ENDING:  
April 30, 2023**

**ASSETS:**

101 PETTY CASH	200	
102 TICKET SALES CHANGE	240	
105 CASH - GENERAL CHECKING	15,609,538	
106 CASH - FIXED ROUTE ACCOUNT	77,406	
107 Clipper Cash	868,780	
108 Rail	0	
109 BOC	46	
120 ACCOUNTS RECEIVABLE	464,311	
135 INVESTMENTS - LAIF	11,206,765	
13599 INVESTMENTS - LAIF Mark to Market	(142,089)	
150 PREPAID EXPENSES	16,253	
160 OPEB ASSET	1,603,154	
165 DEFFERED OUTFLOW-Pension Related	427,480	
166 DEFFERED OUTFLOW-OPEB	9,583	
170 INVESTMENTS HELD AT CALTIP	0	
175 CEPPT RESTRICTED INVESTMENTS	(111,674)	
111 NET PROPERTY COSTS	53,874,256	
<b>TOTAL ASSETS</b>		<b>83,904,248</b>

**LIABILITIES:**

205 ACCOUNTS PAYABLE	747,386	
211 PRE-PAID REVENUE	2,078,698	
21101 Clipper to be distributed	782,093	
22000 FEDERAL INCOME TAXES PAYABLE	0	
22010 STATE INCOME TAX	(0)	
22020 FICA MEDICARE	0	
22050 PERS HEALTH PAYABLE	0	
22040 PERS RETIREMENT PAYABLE	0	
22030 SDI TAXES PAYABLE	8	
22070 AMERICAN FIDELITY INSURANCE PAYABLE	(1,142)	
22090 WORKERS' COMPENSATION PAYABLE	56,045	
22100 PERS-457	0	
22110 Direct Deposit Clearing	0	
23101 Net Pension Liability	605,181	
23105 Deferred Inflow- OPEB Related	387,692	
23104 Deferred Inflow- Pension Related	559,302	
23103 INSURANCE CLAIMS PAYABLE	33,191	
23102 UNEMPLOYMENT RESERVE	17,376	
<b>TOTAL LIABILITIES</b>		<b>5,265,831</b>

**FUND BALANCE:**

301 FUND RESERVE	44,796,195	
304 GRANTS, DONATIONS, PAID-IN CAPITAL	17,556,222	
30401 SALE OF BUSES & EQUIPMENT	85,787	
FUND BALANCE	16,200,214	
<b>TOTAL FUND BALANCE</b>		<b>78,638,418</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>		<b>83,904,248</b>

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY**  
**REVENUE REPORT**  
**FOR THE PERIOD ENDING:**  
**April 30, 2023**

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
4010100	Fixed Route Passenger Fares	740,940	35,450	772,016	(31,076)	104.2%
4020000	Business Park Revenues	233,568	18,873	173,403	60,165	74.2%
4020500	Special Contract Fares	487,116	13,496	211,895	275,221	43.5%
4020500	Special Contract Fares - Paratransit	36,000	2,582	23,693	12,307	65.8%
4010200	Paratransit Passenger Fares	56,255	8,606	84,085	(27,830)	149.5%
4060100	Concessions	21,672	3,849	17,322	4,350	79.9%
4060300	Advertising Revenue	180,000	0	0	180,000	0.0%
4070400	Miscellaneous Revenue-Interest	26,054	75,026	170,428	(144,374)	654.1%
4070300	Non transportation revenue	136,464	8,098	112,880	23,584	82.7%
4090100	Local Transportation revenue	245,000	0	67,672	177,328	27.6%
4099100	TDA Article 4.0 - Fixed Route	10,715,920	0	10,610,799	105,121	99.0%
4099500	TDA Article 4.0-BART	57,517	0	57,517	-	100.0%
4099200	TDA Article 4.5 - Paratransit	191,227	13,929	144,907	46,320	75.8%
4099600	Bridge Toll- RM2, RM1	409,489	0	252,369	157,120	61.6%
4110100	STA Funds-Paratransit	-	0	0	-	#DIV/0!
4110500	STA Funds- Fixed Route BART	300,792	0	300,792	-	100.0%
4110100	STA Funds-pop	1,377,503	0	650,801	726,702	47.2%
4110100	STA Funds- rev	468,141	722,988	722,988	(254,847)	154.4%
4110100	STA Funds- Lifeline	-	0	0	-	#DIV/0!
4110100	Caltrans	-	0	0	-	#DIV/0!
4130000	FTA Section	5,730,074	0	4,538,607	1,191,467	100.0%
4130000	FTA Section 5307 ADA Paratransit	422,316	0	0	422,316	0.0%
4130000	FTA 5311	-	0	46,283	(46,283)	100.0%
4130000	FHWA IDEA	-	74,260	74,260	(74,260)	100.0%
4640500	Measure B Gap		0	16,947	(16,947)	100.0%
4640500	Measure B Express Bus	-	0	0	-	100.0%
4640100	Measure B Paratransit Funds-Fixed Route	-	0	0	-	#DIV/0!
4640100	Measure B Paratransit Funds-Paratransit	-	0	0	-	#DIV/0!
4640200	Measure BB Paratransit Funds-Fixed Route	1,603,800	127,397	1,246,226	357,574	77.7%
4640200	Measure BB Paratransit Funds-Paratransit	803,168	63,799	624,098	179,070	77.7%
<b>RAIL</b>		0	0	0		
<b>TOTAL REVENUE</b>		<b>24,243,016</b>	<b>1,168,353</b>	<b>20,919,988</b>	<b>3,323,028</b>	<b>86.3%</b>

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
OPERATING EXPENDITURES  
FOR THE PERIOD ENDING:  
April 30, 2023**

		BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
501 02	Salaries and Wages	\$1,991,423	\$121,031	\$1,259,000	\$732,423	63.22%
502 00	Personnel Benefits	\$1,480,173	\$572,338	\$1,217,169	\$263,004	82.23%
503 00	Professional Services	\$1,067,817	\$99,672	\$745,048	\$322,769	69.77%
503 05	Non-Vehicle Maintenance	\$851,947	\$61,563	\$708,021	\$143,926	83.11%
503 99	Communications	\$7,000	\$22	\$101,595	(\$94,595)	1451.36%
504 01	Fuel and Lubricants	\$2,164,000	\$48,379	\$879,392	\$1,284,608	40.64%
504 03	Non contracted vehicle maintenance	\$34,055	\$164	\$164	\$33,891	0.48%
504 99	Office/Operating Supplies	\$56,094	\$17,660	\$67,113	(\$11,019)	119.64%
504 99	Printing	\$77,000	\$8,155	\$48,064	\$28,936	62.42%
505 00	Utilities	\$370,399	\$28,222	\$279,540	\$90,859	75.47%
506 00	Insurance	\$650,156	(\$5,332)	\$498,490	\$151,666	76.67%
507 99	Taxes and Fees	\$229,663	\$9,099	\$87,101	\$142,562	37.93%
508 01	Purchased Transportation Fixed Route	\$11,107,549	\$883,644	\$8,532,523	\$2,575,026	76.82%
2-508 02	Purchased Transportation Paratransit	\$3,231,200	\$127,555	\$982,776	\$2,248,424	30.42%
508 03	Purchased Transportation WOD	\$73,262	\$13,391	\$62,119	\$11,143	84.79%
508 03	Purchased Transportation SAV	\$480,000	\$0	\$0	\$480,000	0.00%
509 00	Miscellaneous	\$162,028	\$7,101	\$48,249	\$113,779	29.78%
509 02	Professional Development	\$69,250	\$4,267	\$27,979	\$41,271	40.40%
509 08	Advertising	\$140,000	\$175	\$19,677	\$120,323	14.05%
<b>TOTAL</b>		<b>\$24,243,016</b>	<b>\$1,997,105</b>	<b>\$15,564,022</b>	<b>\$8,678,994</b>	<b>64.20%</b>

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY**  
**CAPITAL REVENUE AND EXPENDITURE REPORT (Page 1 of 2)**  
**FOR THE PERIOD ENDING:**  
**April 30, 2023**

ACCOUNT	DESCRIPTON	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
<b>REVENUE DETAILS</b>						
4090594	TDA (office and facility equip)	549,722	0	0	549,722	0.00%
4090194	TDA Shop repairs and replacement	235,500	0	8,828	226,672	3.75%
4091094	TDA Transit Center Improvements	123,602	0	0	123,602	0.00%
409??94	TDA (Transit Capital)	100,000	0	6,527	93,473	6.53%
4092094	TDA (Major component rehab)	686,979	0	4,571	682,408	0.67%
4090394	TDA Doolan Tower Upgrade	124,000	0	13,996	110,004	11.29%
4091794	TDA bus stops	1,157,143	0	0	1,157,143	0.00%
4090994	TDA buses 2022	2,893,860	0	2,907,566	(13,706)	100.47%
4090994	TDA Buses 2025	2,233,061	0	0	2,233,061	0.00%
4090294	TDA Atlantis	4,136,000	0	0	4,136,000	0.00%
409xx94	Non-Revenue Vehicle	50,000	0	0	50,000	0.00%
4091796	RM2 bus stops	2,300,000	0	0	2,300,000	0.00%
409xx94	TDA SAV	67,941	0	0	67,941	0.00%
409xx96	BT SAV	2,695,000	0	0	2,695,000	0.00%
4111700	SGR shelters and stops	50,000	0	0	50,000	0.00%
4110900	State Buses 2025	944,976	0	0	944,976	0.00%
4110500	Prop 1B office and facility	94,192	0	0	94,192	0.00%
41120	SGR battery packs	61,126	0	0	61,126	0.00%
41110	SGR Transit Center	62,746	0	0	62,746	0.00%
41118	Dublin Parking garage	19,500,000	304,349	3,730,169	15,769,831	19.13%
41102	State Atlantis	30,522,000	0	0	30,522,000	0.00%
41323	FTA buses 2022	11,574,837	0	11,440,196	134,641	98.84%
41309	FTA Buses 2025	12,712,147	0	0	12,712,147	0.00%
41311	FTA bus stops	2,000,000	0	0	2,000,000	0.00%
413xx	SAV infrastructure	385,000	0	0	385,000	0.00%
41320	FTA Hybrid battery packs	212,180	0	0	212,180	0.00%
41310	FTA Transit Center	440,000	0	71,361	368,639	16.22%
<b>TOTAL REVENUE</b>		<b>95,912,012</b>	<b>304,349</b>	<b>18,183,213</b>	<b>77,728,799</b>	<b>18.96%</b>

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY**  
**CAPITAL REVENUE AND EXPENDITURE REPORT (Page 2 of 2)**  
**FOR THE PERIOD ENDING:**  
**April 30, 2023**

ACCOUNT	DESCRIPTON	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
<b>EXPENDITURE DETAILS</b>						
<b>CAPITAL PROGRAM - COST CENTER 07</b>						
5550207	Atlantis Facility	34,958,000	0	343,315	34,614,685	0.98%
5550107	Shop Repairs and replacement	235,500	5,920	14,748	220,752	6.26%
5551607	SAV	3,147,941	0	0	3,147,941	0.00%
5552307	Buses 2022	14,468,697	19,127	14,366,889	101,808	99.30%
555xx07	Buses 2025	15,890,184	0	0	15,890,184	0.00%
5550507	Office and Facility Equipment	393,914	6,463	155,856	238,058	39.57%
5551007	Transit Center Upgrades and Improvements	626,348	0	24,051	602,297	3.84%
5551207	Doolan Tower upgrade	124,000	2,342	4,349	119,652	3.51%
5551807	Dublin Parking Garage	19,500,000	304,349	3,314,290	16,185,710	17.00%
5551707	Bus Shelters and Stops	5,507,143	0	76,968	5,430,175	1.40%
5552007	Major component rehab	960,285	0	4,571	955,714	0.48%
555??07	Transit Capital	100,000	0	80,310	19,690	80.31%
<b>TOTAL CAPITAL EXPENDITURES</b>		<b>95,912,012</b>	<b>338,200</b>	<b>18,385,345</b>	<b>77,526,667</b>	<b>19.17%</b>
<b>FUND BALANCE (CAPITAL)</b>		<b>0.00</b>	<b>(33,851)</b>	<b>(202,132)</b>		
<b>FUND BALANCE (CAPTIAL &amp; OPERATING)</b>		<b>0.00</b>	<b>(849,742)</b>	<b>5,101,106</b>		

California State Treasurer  
*Fiona Ma, CPA*



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

May 11, 2023

[LAIF Home](#)  
[PMIA Average Monthly Yields](#)

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

[Tran Type Definitions](#)

Account Number: 80-01-002

April 2023 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
4/14/2023	4/13/2023	QRD	1727225	N/A	SYSTEM	75,026.12

Account Summary

Total Deposit:	75,026.12	Beginning Balance:	11,131,738.43
Total Withdrawal:	0.00	Ending Balance:	11,206,764.55



REPORT.: May 03 23 Wednesday  
 RUN....: May 03 23 Time: 11:07  
 Run By.: Daniel Zepeda

LAVTA  
 Month End Cash Disbursements Report  
 Report for 04-23 BANK ACCOUNT 105

PAGE: 001  
 ID #: PY-CD  
 CTL.: WHE

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
04-23	023793	04/17/23	AIM01 (AIM TO PLEASE JANITORIAL SER		4,950.63	.00	4,950.63	Automatic Generated Check
	023794	04/17/23	AMP01 (AMP PRINTING INC.)		1,311.98	.00	1,311.98	Automatic Generated Check
	023795	04/17/23	ASMO1 (AMERICAN SWEEPING & MAINTENA		600.00	.00	600.00	Automatic Generated Check
	023796	04/17/23	AVI01 (AMADOR VALLEY INDUSTRIES)		598.00	.00	598.00	Automatic Generated Check
	023797	04/17/23	BAY03 (BAY AREA NEWS GROUP)		617.40	.00	617.40	Automatic Generated Check
	023798	04/17/23	CAL13 (CALIFORNIA TRANSIT)		307.89	.00	307.89	Automatic Generated Check
	023799	04/17/23	CEL01 (CELTIS VENTURES INC)		44,438.27	.00	44,438.27	Automatic Generated Check
	023800	04/17/23	DEL01 (DELL MARKETING LP)		2,666.55	.00	2,666.55	Automatic Generated Check
	023801	04/17/23	GOV02 (GOVINVEST INC.)		7,244.50	.00	7,244.50	Automatic Generated Check
	023802	04/17/23	HOT01 (PACIFIC BAY EQUIPMENT-HOTSY)		2,488.97	.00	2,488.97	Automatic Generated Check
	023803	04/17/23	INT03 (INTERNATL EFFECTIVENESS)		199.84	.00	199.84	Automatic Generated Check
	023804	04/17/23	PAC11 (PACIFIC ENVIROMENTAL SERV)		260.00	.00	260.00	Automatic Generated Check
	023805	04/17/23	PAC16 (PACIFIC COAST TRANE)		14,987.00	.00	14,987.00	Automatic Generated Check
	023806	04/17/23	SHA02 (SHAMROCK OFFICE SOLUTIONS)		28.66	.00	28.66	Automatic Generated Check
	023807	04/17/23	STA15 (STATE WATER RESOURCES CONTRO		3,476.00	.00	3,476.00	Automatic Generated Check
	023808	04/17/23	TAC01 (TAC ENERGY)		23,945.04	.00	23,945.04	Automatic Generated Check
	023809	04/17/23	TEN03 (TENNANT SALES AND SERVICE)		350.00	.00	350.00	Automatic Generated Check
	023810	04/17/23	TPG01 (THE PARKS GROUP)		2,586.92	.00	2,586.92	Automatic Generated Check
	023811	04/17/23	USS01 (UNITED SAFETY AND SURVIVABIL		19,126.75	.00	19,126.75	Automatic Generated Check
	023812	04/28/23	AIM01 (AIM TO PLEASE JANITORIAL SER		18,000.00	.00	18,000.00	Automatic Generated Check
	023813	04/28/23	ALA04 (TREASURER OF ALAMEDA COUNTY)		304,349.00	.00	304,349.00	Automatic Generated Check
	023814	04/28/23	ALA10 (ALAMEDA COUNTY CLERK)		50.00	.00	50.00	Automatic Generated Check
	023815	04/28/23	ATT02 (AT&T )		432.46	.00	432.46	Automatic Generated Check
	023816	04/28/23	ATT03 (AT&T )		967.77	.00	967.77	Automatic Generated Check
	023817	04/28/23	COR01 (CORBIN WILLITS SYSTEMS)		296.34	.00	296.34	Automatic Generated Check
	023818	04/28/23	CW101 (CUMMINS WEST, INC- SAN LEAND		5,920.49	.00	5,920.49	Automatic Generated Check
	023819	04/28/23	DAY02 (DAY & NIGHT PEST CONTROL)		218.00	.00	218.00	Automatic Generated Check
	023820	04/28/23	GBS01 (WILLIAM R. GRAY & COMPANY IN		6,980.50	.00	6,980.50	Automatic Generated Check
	023821	04/28/23	GET01 (GETTLER-RYAN INC.)		3,432.46	.00	3,432.46	Automatic Generated Check
	023822	04/28/23	JFG01 (JARVIS FAY & GIBSON LLP)		578.00	.00	578.00	Automatic Generated Check
	023823	04/28/23	JTH01 (J. THAYER COMPANY)		220.59	.00	220.59	Automatic Generated Check
	023824	04/28/23	KIM02 (KIMLEY-HORN AND ASSOC, INC)		2,341.50	.00	2,341.50	Automatic Generated Check
	023825	04/28/23	L&D01 (L&D PRINTING INC)		326.38	.00	326.38	Automatic Generated Check
	023826	04/28/23	LYF01 (LYFT, INC)		7,615.69	.00	7,615.69	Automatic Generated Check
	023827	04/28/23	OFF01 (ODP BUSINESS SOLUTIONS LLC)		3,968.87	.00	3,968.87	Automatic Generated Check
	023828	04/28/23	PRE03 (PREMIER SECURITY SOLNS CO)		2,183.71	.00	2,183.71	Automatic Generated Check
	023829	04/28/23	QUE01 (QUENCH USA, INC.)		306.17	.00	306.17	Automatic Generated Check
	023830	04/28/23	SCF01 (SC FUELS)		25,016.37	.00	25,016.37	Automatic Generated Check
	023831	04/28/23	TPG01 (THE PARKS GROUP)		4,112.30	.00	4,112.30	Automatic Generated Check
	023832	04/28/23	TUR02 (RON TURLEY ASSOCIATES, INC)		1,950.00	.00	1,950.00	Automatic Generated Check
	023833	04/28/23	WCC01 (WEST COAST COMPRESSOR)		1,330.05	.00	1,330.05	Automatic Generated Check
	023834	04/28/23	WSP01 (WSP USA INC)		17,269.10	.00	17,269.10	Automatic Generated Check
	023835	04/30/23	HER05 (MELISSA HERNANDEZ STRAH)		200.00	.00	200.00	Automatic Generated Check
	023836	04/30/23	JOS02 (JEAN INGALLS JOSEY)		100.00	.00	100.00	Automatic Generated Check
	023837	04/30/23	KII01 (BRITTNI KIICK)		200.00	.00	200.00	Automatic Generated Check
	023838	04/30/23	TES03 (JULIE TESTA)		200.00	.00	200.00	Automatic Generated Check
	H13018	04/14/23	TX242 (BONNIE WOLF)		60.00	.00	60.00	TX242, PARATAXI REIMBURSE
	H13019	04/14/23	TX230 (SCOTT ZHANG)		109.44	.00	109.44	TX230, PARATAXI REIMBURSE
	H13020	04/14/23	TX228 (DEBORAH BUTLER)		51.00	.00	51.00	TX228, PARATAXI REIMBURSE
	H13021	04/07/23	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		44,879.41	.00	44,879.41	DIR02, PR DIRECT DEPOSIT
	H13022	04/05/23	EFT01 (ELECTRONIC FUND TRANSFERS)		9,925.84	.00	9,925.84	EFT01, FEDERAL TAX 3/18/2
	H13023	04/05/23	EMP01 (EMPLOYMENT DEVEL DEPT)		3,103.60	.00	3,103.60	EMP01, STATE TAX 3/18/23-
	H13024	04/05/23	PER01 (PERS )		5,150.48	.00	5,150.48	PER01, PERS NEW CONTRIBUT
	H13025	04/05/23	PER01 (PERS )		4,396.42	.00	4,396.42	PER01, PERS CLASSIC CONTR
	H13026	04/05/23	PER04 (CALPERS RETIREMENT SYSTEM)		1,291.13	.00	1,291.13	PER04, PERS 457 CONTRIBUT
	H13027	04/10/23	DEL05 (ALLIED ADMIN/DELTA DENTAL)		2,800.65	.00	2,800.65	DEL05, MAY-23 DELTA DENTA
	H13028	04/10/23	AME06 (AMERICAN FIDELITY ASSURANCE		1,654.96	.00	1,654.96	AME06, MAY-23 FLEXIBLE SP
	H13029	04/10/23	AME06 (AMERICAN FIDELITY ASSURANCE		872.96	.00	872.96	AME06, MAR-23 SUPPLEMENTA
	H13030	04/03/23	WEG01 (CHRISTY WEGENER)		24.50	.00	24.50	WEG01, 3/27/23 PARKING FE
	H13031	04/04/23	MOR02 (VANESSA MORENO)		41.53	.00	41.53	MOR02, 3/6/23-3/31/23 MIL
	H13032	04/11/23	KUL01 (KADRI KULM)		37.20	.00	37.20	KUL01, 1/19/23 MILEAGE RE
	H13033	04/14/23	KUL01 (KADRI KULM)		543.59	.00	543.59	KUL01, 4/17/23-4/20/23 CA
	H13034	04/13/23	CEN04 (CENTRAL CONTRA COSTA TRAN)		111,811.82	.00	111,811.82	CEN04, SEPT-22 MONTHLY SE
	H13035	04/10/23	TEL01 (TPx COMMUNICATIONS)		2,964.64	.00	2,964.64	TEL01, 168771648-0, 4/1/2
	H13036	04/07/23	SHE05 (SHELL )		115.61	.00	115.61	SHE05, MAR-23 CC STATEMEN
	H13037	04/10/23	SOL01 (SOLUTIONS FOR TRANSIT)		2,083.33	.00	2,083.33	SOL01, 23-0405LAVTA, MAR-
	H13038	04/04/23	RIC03 (RICHARD MILLER)		16,500.00	.00	16,500.00	RIC03, 2231, PO #7629 VMW
	H13039	04/01/23	VER01 (VERIZON WIRELESS)		1,688.49	.00	1,688.49	VER01, 9930794013, 2/23/23
	H13040	04/03/23	MVT01 (MV TRANSPORTATION, INC.)		145,589.26	.00	145,589.26	MVT01, FEB-23 FIXED ROUTE
	H13041	04/04/23	PAC01 (AT&T )		533.81	.00	533.81	PAC01, ACCT #925-243-9029,
	H13042	04/11/23	PAC01 (AT&T )		362.10	.00	362.10	PAC01, ACCT 3436-951-0106,
	H13043	04/04/23	PAC01 (AT&T )		277.71	.00	277.71	PAC01, ACCT #925-245-0576
	H13044	04/07/23	PAC01 (AT&T )		34.04	.00	34.04	PAC01, ACCT #232-351-6260,
	H13045	04/01/23	MER01 (MERCHANT SERVICES)		97.03	.00	97.03	MER01, MAR-23 TRANSIT CEN
	H13046	04/01/23	MER01 (MERCHANT SERVICES)		90.56	.00	90.56	MER01, MAR-23 MOA CC STAT
	H13047	04/14/23	NEL01 (NELSON\NYGAARD CONSULTING AS		1,524.13	.00	1,524.13	NEL01, 84611, LAVTA SRTP/
	H13048	04/10/23	CAL04 (CALIFORNIA WATER SERVICE)		1,002.29	.00	1,002.29	CAL04, 9098655555, MOA WA
	H13049	04/10/23	CAL04 (CALIFORNIA WATER SERVICE)		175.58	.00	175.58	CAL04, 0198655555, BUS WA
	H13050	04/06/23	PAC02 (PACIFIC GAS AND ELECTRIC)		66.33	.00	66.33	PAC02, 7649646868-7, DOOL
	H13051	04/03/23	PAC02 (PACIFIC GAS AND ELECTRIC)		8,069.66	.00	8,069.66	PAC02, 9007202117-4, MOA
	H13052	04/18/23	CIT07 (CITY OF LIVERMORE - WATER)		34.31	.00	34.31	CIT07, 139361-00, ATLANTI
	H13053	04/18/23	CIT07 (CITY OF LIVERMORE - WATER)		34.31	.00	34.31	CIT07, 139399-00, ATLANTI
	H13054	04/18/23	CIT06 (CITY OF LIVERMORE SEWER)		32.34	.00	32.34	CIT06, 138143-00, BUS WAS
	H13055	04/18/23	CIT06 (CITY OF LIVERMORE SEWER)		325.76	.00	325.76	CIT06, 132294-00, MOA SEW
	H13056	04/18/23	CIT07 (CITY OF LIVERMORE - WATER)		12.12	.00	12.12	CIT07, 138432-00, ATLANTI
	H13057	04/18/23	CIT07 (CITY OF LIVERMORE - WATER)		220.49	.00	220.49	CIT07, 138430-01, ATLANTI
	H13058	04/07/23	WOR01 (WORTHINGTON DIRECT LLC)		8,921.20	.00	8,921.20	WOR01, QTE069673, MP1547
	H13059	04/21/23	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		48,173.76	.00	48,173.76	DIR02, PR DIRECT DEPOSIT
	H13060	04/19/23	EFT01 (ELECTRONIC FUND TRANSFERS)		11,353.48	.00	11,353.48	EFT01, FEDERAL TAX 4/1/23
	H13061	04/19/23	EMP01 (EMPLOYMENT DEVEL DEPT)		3,634.75	.00	3,634.75	EMP01, STATE TAX 4/1/23-4
	H13062	04/19/23	PER01 (PERS )		4,396.42	.00	4,396.42	PER01, PERS CLASSIC CONTR

REPORT.: May 03 23 Wednesday  
 RUN....: May 03 23 Time: 11:07  
 Run By.: Daniel Zepeda

LAVTA  
 Month End Cash Disbursements Report  
 Report for 04-23 BANK ACCOUNT 105

PAGE: 002  
 ID #: PY-CD  
 CTL.: WHE

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
04-23	H13063	04/19/23	PER01 (PERS )		5,610.83	.00	5,610.83	PER01, PERS NEW CONTRIBUT
	H13064	04/19/23	PER04 (CALPERS RETIREMENT SYSTEM)		1,396.75	.00	1,396.75	PER04, PERS 457 CONTRIBUT
	H13065	04/18/23	STA04 (STATE BOARD OF )		1,518.00	.00	1,518.00	STA04, QTR 1 2023 STORAGE
	H13066	04/18/23	STA05 (STATE BOARD OF EQUAL)		973.00	.00	973.00	STA05, QTR 1 2023 EXEMPT
	H13067	04/18/23	TOB01 (MICHAEL TOBIN)		88.18	.00	88.18	TOB01, 4/10/23 EXPENSE RE
	H13068	04/18/23	TOB01 (MICHAEL TOBIN)		3,850.00	.00	3,850.00	TOB01, 4/17/23 MOVING EXP
	H13069	04/24/23	WEG01 (CHRISTY WEGENER)		138.00	.00	138.00	WEG01, 5/19/23-5/20/23 PE
	H13070	04/21/23	PER03 (CAL PUB EMP RETIRE SYSTM)		39,257.94	.00	39,257.94	PER03, MAY-23 PERS HEALTH
	H13071	04/21/23	VSP01 (VSP )		586.24	.00	586.24	VSP01, MAY-23 VSP VISION
	H13072	04/21/23	MUT01 (MUTUAL OF OMAHA)		1,309.42	.00	1,309.42	MUT01, MAY-23 LTD & LIFE
	H13073	04/21/23	HDE01 (HOME DEPOT-CREDIT SERVICES)		48.51	.00	48.51	HDE01, MAR-23 MISC MAINT
	H13074	04/19/23	PER02 (CALPERS RETIREMENT SYSTEM)		150,331.00	.00	150,331.00	PER02, FY23 OPEB ARC CONT
	H13075	04/19/23	PER02 (CALPERS RETIREMENT SYSTEM)		113,208.00	.00	113,208.00	PER02, FY23 CEPPT CONTRIB
	H13076	04/25/23	PER02 (CALPERS RETIREMENT SYSTEM)		250,000.00	.00	250,000.00	PER02, FY23 ADDITIONAL UN
	H13077	04/25/23	HAN01 (HANSON BRIDGETT MARCUS)		1,780.00	.00	1,780.00	HAN01, 1345702, MAR-23 AD
	H13078	04/25/23	HAN01 (HANSON BRIDGETT MARCUS)		264.00	.00	264.00	HAN01, 1345701, MAR-23 LA
	H13079	04/25/23	HAN01 (HANSON BRIDGETT MARCUS)		6,978.00	.00	6,978.00	HAN01, 1345700, MAR-23 CO
	H13080	04/24/23	BAN03 (BANKCARD CENTER)		14,153.23	.00	14,153.23	BAN03, MAR-23 BOW CC STAT
	H13081	04/28/23	CAL15 (CALTRONICS BUSINESS SYS)		180.09	.00	180.09	CAL15, 3750928, BIZHUB 3/
	H13082	04/26/23	UBE01 (UBER )		5,775.72	.00	5,775.72	UBE01, MAR-23 GO DUBLIN B
	H13083	04/26/23	MVT01 (MV TRANSPORTATION, INC.)		350,000.00	.00	350,000.00	MVT01, 123126, APR-23 1ST
	H13084	04/28/23	MVT01 (MV TRANSPORTATION, INC.)		350,000.00	.00	350,000.00	MVT01, 123127, APR-23 2ND
	H13085	04/26/23	STA01 (STATE COMPENSATION FUND)		1,292.83	.00	1,292.83	STA01, MAY-23 WORKER'S CO
	H13086	04/26/23	RIC03 (RICHARD MILLER)		600.00	.00	600.00	RIC03, 1083, 4HRS EMAIL M
	H13087	04/26/23	RIC03 (RICHARD MILLER)		600.00	.00	600.00	RIC03, 1082, 4HRS SSL CER
	H13088	04/18/23	CIT07 (CITY OF LIVERMORE - WATER)		44.81	.00	44.81	CIT07, 138431-00, ATLANTI
	H13089	04/18/23	CIT07 (CITY OF LIVERMORE - WATER)		130.53	.00	130.53	CIT07, 139388-00, BUS WAS
	H13090	04/25/23	CIT06 (CITY OF LIVERMORE SEWER)		81.98	.00	81.98	CIT06, 133389-00, TRANSIT
	H13091	04/24/23	PAC02 (PACIFIC GAS AND ELECTRIC)		7,766.71	.00	7,766.71	PAC02, 5809326332-3, MOA
	H13092	04/21/23	PAC02 (PACIFIC GAS AND ELECTRIC)		1,617.27	.00	1,617.27	PAC02, 6062256368-6, ATLA
	H13093	04/14/23	PAC02 (PACIFIC GAS AND ELECTRIC)		1,764.14	.00	1,764.14	PAC02, 7264840356-5, BUS
	H13094	04/24/23	CAL04 (CALIFORNIA WATER SERVICE)		76.58	.00	76.58	CAL04, 3616555555, TC WAT
	H13095	04/24/23	CAL04 (CALIFORNIA WATER SERVICE)		151.19	.00	151.19	CAL04, 4616555555, TC IRR
	H13096	04/19/23	CAL04 (CALIFORNIA WATER SERVICE)		73.79	.00	73.79	CAL04, 4755555555, MOA FI
	H13097	04/19/23	CAL04 (CALIFORNIA WATER SERVICE)		55.34	.00	55.34	CAL04, 2575555555, TC FIR
	H13098	04/19/23	CAL04 (CALIFORNIA WATER SERVICE)		73.79	.00	73.79	CAL04, 5755555555, CONTRA
	H13099	04/26/23	RMT01 (RMT LANDSCAPE CONTRACTORS IN		8,950.00	.00	8,950.00	RMT01, 20230451, 4/10/23-
Total for Bank Account 105 ----->					2,304,544.06	.00	2,304,544.06	
Grand Total of all Bank Accounts ----->					2,304,544.06	.00	2,304,544.06	

REPORT.: May 03 23 Wednesday  
 RUN....: May 03 23 Time: 11:07  
 Run By.: Daniel Zepeda

LAVTA  
 Month End Payable Activity Report  
 Report for 04-23

PAGE: 001  
 ID #: PY-AC  
 CTL.: WHE

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
04-23	AIM01 (AIM TO PLEASE JANITORIAL SE	1106	02/02/23	03/04/23	A	6000.00	AIM01, 1106, JAN-23 BUS STOP CLEANING SERVIC
		1107	03/01/23	03/31/23	A	6000.00	AIM01, 1107, FEB-23 BUS STOP CLEANING SERVIC
		1108	04/09/23	05/09/23	A	6000.00	AIM01, 1108, MAR-23 BUS STOP CLEANING SERVIC
	92-MAR-23		04/04/23	05/04/23	A	4950.63	AIM01, MAR-23 MONTHLY JANITORIAL SERVICE
	Vendor's Total					22950.63	
04-23	ALA04 (TREASURER OF ALAMEDA COUNTY	23DTC08	02/14/23	03/16/23	A	304349.00	ALA04, 23DTC08, ALAMEDA COUNTY PARK GARAGE 4
04-23	ALA10 (ALAMEDA COUNTY CLERK)	FY24ENVEX	04/25/23	05/25/23	A	50.00	ALA10, FY24 ENVIRONMENTAL DECLARATION EXEMPT
04-23	AME06 (AMERICAN FIDELITY ASSURANCE	FSA05-23H	03/13/23	04/12/23	A	1654.96	AME06, MAY-23 FLEXIBLE SPENDING ACCOUNT
	SUPP03-23H		03/25/23	04/24/23	A	872.96	AME06, MAR-23 SUPPLEMENTAL INSURANCE
	Vendor's Total					2527.92	
04-23	AMP01 (AMP PRINTING INC.)	108017	04/14/23	05/14/23	A	1311.98	AMP01, 108017, MP1546 RTE 14 & 15 SHELTER IN
04-23	ASM01 (AMERICAN SWEEPING & MAINTEN	15754	03/28/23	04/27/23	A	600.00	ASM01, 15754, MAR-23 PARKING LOT SWEEPING
04-23	ATT02 (AT&T )	19799947	04/13/23	05/13/23	A	432.46	ATT02, 19799947, PAYER #9391035694, 3/13-4/1
04-23	ATT03 (AT&T )	APR-2023	04/19/23	05/19/23	A	967.77	ATT03, APR-23 INTERNET PRI
04-23	AVI01 (AMADOR VALLEY INDUSTRIES)	1032855	03/31/23	04/30/23	A	598.00	AVI01, 1032855, MAR-23 GARBAGE PICK UP SERVI
04-23	BAN03 (BANKCARD CENTER)	MAR-2023H	04/03/23	05/03/23	A	14153.23	BAN03, MAR-23 BOW CC STATEMENT
04-23	BAY03 (BAY AREA NEWS GROUP)	6739958	03/31/23	04/30/23	A	617.40	BAY03, 6739958, LANDSCAPE CONSTRUCTION PROJ-
04-23	CAL04 (CALIFORNIA WATER SERVICE)	198032023H	03/20/23	04/19/23	A	175.58	CAL04, 01986555555, BUS WASH 2/17/23-3/17/23
	257033123H		03/31/23	04/30/23	A	55.34	CAL04, 25755555555, TC FIRE 4/1/23-4/30/23
	361040423H		04/04/23	05/04/23	A	76.58	CAL04, 36165555555, TC WATER 3/2/23-4/3/23
	461040423H		04/04/23	05/04/23	A	151.19	CAL04, 46165555555, TC IRRG 3/2/23-4/3/23
	475033123H		03/31/23	04/30/23	A	73.79	CAL04, 47555555555, MOA FIRE 4/1/23-4/30/23
	575033123H		03/31/23	04/30/23	A	73.79	CAL04, 57555555555, CONTRACTOR FIRE 4/1/23-4/
	909032123H		03/21/23	04/20/23	A	1002.29	CAL04, 90986555555, MOA WATER 2/17/23-3/17/23
	Vendor's Total					1608.56	
04-23	CAL13 (CALIFORNIA TRANSIT)	312023MAR	04/07/23	05/07/23	A	307.89	CAL13, 31-2023-MAR, MAR-23 INSURANCE CLAIMS
04-23	CAL15 (CALTRONICS BUSINESS SYS)	3750928H	04/14/23	05/14/23	A	180.09	CAL15, 3750928, BIZHUB 3/16/23-4/15/23
04-23	CEL01 (CELTIS VENTURES INC)	LAVTAMS21	04/12/23	05/12/23	A	4515.00	CEL01, LAVTAMS021, MAR-23 WEBSITE MAINT
	LAVTAMS22		04/12/23	05/12/23	A	39923.27	CEL01, LAVTAMS022, MAR-23 MARKETING PROGRAM
	Vendor's Total					44438.27	
04-23	CEN04 (CENTRAL CONTRA COSTA TRAN)	SEPT-2022H	04/11/23	05/11/23	A	111811.82	CEN04, SEPT-22 MONTHLY SERVICE PARATRANSIT
04-23	CIT06 (CITY OF LIVERMORE SEWER)	BW032123H	03/21/23	04/20/23	A	32.34	CIT06, 138143-00, BUS WASH 2/21/23-3/21/23
	TC041123H		04/11/23	05/11/23	A	81.98	CIT06, 133389-00, TRANSIT CENTER 3/14/23-4/1
	MOA032123H		03/21/23	04/20/23	A	325.76	CIT06, 133294-00, MOA SEWER 2/21/23-3/21/23
	Vendor's Total					440.08	
04-23	CIT07 (CITY OF LIVERMORE - WATER)	361032123H	03/21/23	04/20/23	A	34.31	CIT07, 139361-00, ATLANTIS CT SEWER 2/21-3/2
	388040423H		04/04/23	05/04/23	A	130.53	CIT07, 139388-00, BUS WASH 3/7/23-4/4/23
	399032123H		03/21/23	04/20/23	A	34.31	CIT07, 139399-00, ATLANTIS ST SEWER 2/21-3/2
	430032123H		03/21/23	04/20/23	A	220.49	CIT07, 138430-01, ATLANTIS INDOOR 2/21/23-3/
	431040423H		04/04/23	05/04/23	A	44.81	CIT07, 138431-00, ATLANTIS IRRG 3/7/23-4/4/2
	432032123H		03/21/23	04/20/23	A	12.12	CIT07, 138432-00, ATLANTIS FIRE 2/21/23-3/21
	Vendor's Total					476.57	
04-23	COR01 (CORBIN WILLITS SYSTEMS)	C304151	04/15/23	05/15/23	A	296.34	COR01, C304151, MAY-23 SERVICE
04-23	CWI01 (CUMMINS WEST, INC- SAN LEAN BUS-1605		04/27/23	05/27/23	A	5920.49	CWI01, BUS #1605 DIAGNOSIS 7/21/21

REPORT.: May 03 23 Wednesday  
 RUN....: May 03 23 Time: 11:07  
 Run By.: Daniel Zepeda

LAVTA  
 Month End Payable Activity Report  
 Report for 04-23

PAGE: 002  
 ID #: PY-AC  
 CTL.: WHE

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
04-23	DAY02 (DAY & NIGHT PEST CONTROL)	182555	04/18/23	05/18/23	A	218.00	DAY02, 182555, 4/18/23 RUTAN SERVICE
04-23	DEL01 (DELL MARKETING LP)	663661247	04/05/23	05/05/23	A	2666.55	DEL01, 10663661247, MP1541 LAPTOP XPS15
04-23	DEL05 (ALLIED ADMIN/DELTA DENTAL)	MAY-2023H	04/07/23	05/07/23	A	2800.65	DEL05, MAY-23 DELTA DENTAL INSURANCE
04-23	DIR02 (DIRECT DEPOSIT OF PAYROLL C	20230331H	04/04/23	05/04/23	A	44879.41	DIR02, PR DIRECT DEPOSIT 3/18/23-3/31/23
		20230413H	04/18/23	05/18/23	A	48173.76	DIR02, PR DIRECT DEPOSIT 4/1/23-4/14/23
		Vendor's Total ----->				93053.17	
04-23	EFT01 (ELECTRONIC FUND TRASFERS)	20230331H	04/04/23	05/04/23	A	9925.84	EFT01, FEDERAL TAX 3/18/23-3/31/23
		20230414H	04/18/23	05/18/23	A	11353.48	EFT01, FEDERAL TAX 4/1/23-4/14/23
		Vendor's Total ----->				21279.32	
04-23	EMP01 (EMPLOYMENT DEVEL DEPT)	20230331H	04/04/23	05/04/23	A	3103.60	EMP01, STATE TAX 3/18/23-3/31/23
		20230414H	04/18/23	05/18/23	A	3634.75	EMP01, STATE TAX 4/1/23-4/14/23
		Vendor's Total ----->				6738.35	
04-23	GBS01 (WILLIAM R. GRAY & COMPANY I	21824	04/11/23	05/11/23	A	6980.50	GBS01, 21824, MAR-23 SAV ON-CALL ENGINEER SU
04-23	GET01 (GETTLER-RYAN INC.)	35260	04/24/23	05/24/23	A	3432.46	GET01, 35260,MP1521 REPLACE TURBINE MOTOR-FU
04-23	GOV02 (GOVINVEST INC.)	2023-4470	04/04/23	05/04/23	A	4000.00	GOV02, 2023-4470,COMPENSATION MODULE SUB 4/2
		2023-4475	04/04/23	05/04/23	A	3244.50	GOV02,2023-4475,PENSION MODULE SUBSCRIPT 6/2
		Vendor's Total ----->				7244.50	
04-23	HAN01 (HANSON BRIDGETT MARCUS)	1345700H	04/14/23	05/14/23	A	6978.00	HAN01, 1345700, MAR-23 CONTRACT LEGAL FEES
		1345701H	04/14/23	05/14/23	A	264.00	HAN01, 1345701, MAR-23 LABOR & PERSONNEL LEG
		1345702H	04/14/23	05/14/23	A	1780.00	HAN01, 1345702, MAR-23 ADMIN LEGAL FEES
		Vendor's Total ----->				9022.00	
04-23	HDE01 (HOME DEPOT-CREDIT SERVICES)	MAR-2023H	04/13/23	05/13/23	A	48.51	HDE01, MAR-23 MISC MAINT SUPPLIES-CC STATEME
04-23	HER05 (MELISSA HERNANDEZ STRAH)	APR-2023	04/30/23	05/30/23	A	200.00	HER05, APR-23 BOD STIPEND
04-23	HOT01 (PACIFIC BAY EQUIPMENT-HOTSY	89318	03/27/23	04/26/23	A	2488.97	HOT01, 89318, 3/27/23 RUTAN BUS WASH SERVICE
04-23	INT03 (INTERNATL EFFECTIVENESS)	42807	04/11/23	05/11/23	A	199.84	INT03, 42807, 4/7/23 TRANSLATION-CLAIM FORM
04-23	JFG01 (JARVIS FAY & GIBSON LLP)	17555	03/31/23	04/30/23	A	578.00	JFG01, 17555, 3/1/23-3/31/23 LEGAL SERVICE
04-23	JOS02 (JEAN INGALLS JOSEY)	APR-2023	04/30/23	05/30/23	A	100.00	JOS02, APR-23 BOD STIPEND
04-23	JTH01 (J. THAYER COMPANY)	1644400-0	04/24/23	05/24/23	A	220.59	JTH01, 1644400-0, 4/24/23 PRINTING PAPER
04-23	KII01 (BRITNI KIICK)	APR-2023	04/30/23	05/30/23	A	200.00	KII01, APR-23 BOD STIPEND
04-23	KIM02 (KIMLEY-HORN AND ASSOC,INC)	23631116	12/31/22	01/30/23	A	2341.50	KIM02, 23631116, DOOLAN TWR GENERATOR DEC-22
04-23	KUL01 (KADRI KULM)	1-19-23H	04/08/23	05/08/23	A	37.20	KUL01, 1/19/23 MILEAGE REIMBURSEMENT-TRANSDE
		0417-0420H	04/14/23	05/14/23	A	543.59	KUL01, 4/17/23-4/20/23 CALACT CONF-TRAVEL &
		Vendor's Total ----->				580.79	
04-23	L&D01 (L&D PRINTING INC)	53619	04/26/23	05/26/23	A	326.38	L&D01, 53619, ,P1549 HOLOGRAPHIC LABELS-1,00
04-23	LYF01 (LYFT, INC)	1082592	03/31/23	04/30/23	A	7518.19	LYF01, 1001082592, MAR-23 CODE: GO TRIVALLEY
		1082593	03/31/23	04/30/23	A	97.50	LYF01, 1001082593, MAR-23 CODE: GO SAN RAMON
		Vendor's Total ----->				7615.69	
04-23	MER01 (MERCHANT SERVICES)	TC033123H	03/31/23	04/30/23	A	97.03	MER01, MAR-23 TRANSIT CENTER CC STATEMENT
		MOA033123H	03/31/23	04/30/23	A	90.56	MER01, MAR-23 MOA CC STATEMENT
		Vendor's Total ----->				187.59	

REPORT.: May 03 23 Wednesday  
 RUN....: May 03 23 Time: 11:07  
 Run By.: Daniel Zepeda

LAVTA  
 Month End Payable Activity Report  
 Report for 04-23

PAGE: 003  
 ID #: PY-AC  
 CTL.: WHE

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
04-23	MOR02 (VANESSA MORENO)	0306-0331H	04/03/23	05/03/23	A	41.53	MOR02, 3/6/23-3/31/23 MILEAGE REIMBURSEMENT
04-23	MUT01 (MUTUAL OF OMAHA)	MAY-2023H	04/13/23	05/13/23	A	1309.42	MUT01, MAY-23 LTD & LIFE INSURANCE
04-23	MVT01 (MV TRANSPORTATION, INC.)	123126H	04/03/23	05/03/23	A	350000.00	MVT01, 123126, APR-23 1ST INSTALL PAYMENT
		123127H	04/03/23	05/03/23	A	350000.00	MVT01, 123127, APR-23 2ND INSTALL PAYMENT
		FEB-2023H	03/03/23	04/02/23	A	145589.26	MVT01, FEB-23 FIXED ROUTE MONTHLY SERVICE
	Vendor's Total					845589.26	
04-23	NEL01 (NELSON\NYGAARD CONSULTING A	84611H	04/06/23	05/06/23	A	1524.13	NEL01, 84611, LAVTA SRTP/LRTP 2/25/23-3/31/2
04-23	OFF01 (ODP BUSINESS SOLUTIONS LLC)	473947001	04/05/23	05/05/23	A	661.48	OFF01, 304473947001, RUTAN CONF ROOM CHAIRS-
		978735001	04/04/23	05/04/23	A	3307.39	OFF01, 306978735001, RUTAN CONF ROOM CHAIRS-
	Vendor's Total					3968.87	
04-23	PAC01 (AT&T )	ATT 03/23H	03/13/23	04/12/23	A	277.71	PAC01, ACCT #925-245-0576, 3/13/23-4/12/23
		ATT030723H	03/07/23	04/06/23	A	34.04	PAC01,ACCT #232-351-6260,CONTRACTOR FIRE 3/7
		ATT031123H	03/11/23	04/10/23	A	362.10	PAC01,ACCT 3436-951-0106,ATLANTIS T1 3/11-4/
		ATT031323H	03/13/23	04/12/23	A	533.81	PAC01,ACCT #925-243-9029,ATLANTIS ALARM 3/13
	Vendor's Total					1207.66	
04-23	PAC02 (PACIFIC GAS AND ELECTRIC)	580040623H	04/06/23	05/06/23	A	7766.71	PAC02, 5809326332-3, MOA ELECTRIC 3/2/23-3/3
		606040423H	04/04/23	05/04/23	A	1617.27	PAC02, 6062256368-6, ATLANTIS 2/28/23-3/28/2
		726032823H	03/28/23	04/27/23	A	1764.14	PAC02, 7264840356-5, BUS STOPS 2/21/23-3/21/
		764032023H	03/20/23	04/19/23	A	66.33	PAC02, 7649646868-7, DOOLAN TWR 2/10/23-3/13
		900031523H	03/15/23	04/14/23	A	8069.66	PAC02, 9007202117-4, MOA GAS 2/11/23-3/13/23
	Vendor's Total					19284.11	
04-23	PAC11 (PACIFIC ENVIROMENTAL SERV)	2524	03/29/23	04/28/23	A	130.00	PAC11, 2524, MAR-23 RUTAN MONTHLY SERVICE
		2525	03/29/23	04/28/23	A	130.00	PAC11, 2525, MAR-23 ATLANTIS MONTHLY SERVICE
	Vendor's Total					260.00	
04-23	PAC16 (PACIFIC COAST TRANE)	MAINT0436	03/15/23	04/14/23	A	1647.00	PAC16, MAINT0436, MP1389 ATLANTIS ANNUAL INS
		MAINT0440	03/10/23	04/09/23	A	3344.00	PAC16, MAINT000440, PO #7624 RUTAN ANNUAL IN
		MAINT0545	03/15/23	04/14/23	A	2770.00	PAC16, MAINT0545, MP1389 ATLANTIS ANNUAL INS
		MAINT0548	03/10/23	04/09/23	A	7226.00	PAC16, MAINT000548, PO #7624 RUTAN ANNUAL IN
	Vendor's Total					14987.00	
04-23	PER01 (PERS )	20230331CH	04/04/23	05/04/23	A	4396.42	PER01, PERS CLASSIC CONTRIBUTION 3/18/23-3/3
		20230331NH	04/04/23	05/04/23	A	5150.48	PER01, PERS NEW CONTRIBUTION 3/18/23-3/31/23
		20230414CH	04/18/23	05/18/23	A	4396.42	PER01, PERS CLASSIC CONTRIBUTION 4/1/23-4/14
		20230414NH	04/18/23	05/18/23	A	5610.83	PER01, PERS NEW CONTRIBUTION 4/1/23-4/14/23
	Vendor's Total					19554.15	
04-23	PER02 (CALPERS RETIREMENT SYSTEM)	FY23-UALH	04/19/23	05/19/23	A	250000.00	PER02, FY23 ADDITIONAL UNFUNDED LIABILITY CO
		FY23-CEPTH	04/19/23	05/19/23	A	113208.00	PER02, FY23 CEPPT CONTRIBUTION FUNDING
		FY23-OPEBH	04/19/23	05/19/23	A	150331.00	PER02, FY23 OPEB ARC CONTRIBUTION FUNDING
	Vendor's Total					513539.00	
04-23	PER03 (CAL PUB EMP RETIRE SYSTM)	MAY-2023H	04/14/23	05/14/23	A	39257.94	PER03, MAY-23 PERS HEALTH INSURANCE
04-23	PER04 (CALPERS RETIREMENT SYSTEM)	20230331H	04/04/23	05/04/23	A	1291.13	PER04, PERS 457 CONTRIBUTION 3/18/23-3/31/23
		20230414H	04/18/23	05/18/23	A	1396.75	PER04, PERS 457 CONTRIBUTION 4/1/23-4/14/23
	Vendor's Total					2687.88	
04-23	PRE03 (PREMIER SECURITY SOLNS CO)	2304-249	04/13/23	05/13/23	A	691.71	PRE03, 2304-249, MP1587 RUTAN FIRE ALARM SER
		2304-250	04/13/23	05/13/23	A	1002.00	PRE03, 2304-250, MP1588 ATLANTIS ALARM SERVI
		2304-276	04/19/23	05/19/23	A	490.00	PRE03, 2304-276, MP1586 TC FIRE ALARM SERVIC
	Vendor's Total					2183.71	
04-23	QUE01 (QUENCH USA, INC.)	05717754	05/01/23	05/31/23	A	22.50	QUE01, INV-05717754, MP1287 TC COOLER 5/1-5/
		05733284	05/01/23	05/31/23	A	283.67	QUE01, INV-05733284, MP1505 FUEL ISLAND INST
	Vendor's Total					306.17	

REPORT.: May 03 23 Wednesday  
 RUN....: May 03 23 Time: 11:07  
 Run By.: Daniel Zepeda

LAVTA  
 Month End Payable Activity Report  
 Report for 04-23

PAGE: 004  
 ID #: PY-AC  
 CTL.: WHE

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
04-23	RIC03 (RICHARD MILLER)	1082H	03/21/23	04/20/23	A	600.00	RIC03, 1082, 4HRS SSL CERTIFICATE SUPPORT
		1083H	04/21/23	05/21/23	A	600.00	RIC03, 1083, 4HRS EMAIL MIGRATION SUPPORT
		2231H	03/21/23	04/20/23	A	16500.00	RIC03, 2231, PO #7629 VMWARE SERVERS UPGRADE
		Vendor's Total ----->				17700.00	
04-23	RMT01 (RMT LANDSCAPE CONTRACTORS I	20230451H	04/25/23	05/25/23	A	8950.00	RMT01, 20230451, 4/10/23-5/9/23 LANDSCAPING
04-23	SCF01 (SC FUELS)	IN-259985	04/18/23	05/18/23	A	25016.37	SCF01, IN-0000259985, 4/18/23 FUEL DELIVERY
04-23	SHA02 (SHAMROCK OFFICE SOLUTIONS)	3737024	03/30/23	04/29/23	A	28.66	SHA02, 3737024, FRONT DESK PRINTER 3/30-4/29
04-23	SHE05 (SHELL )	MAR-2023H	04/06/23	05/06/23	A	115.61	SHE05, MAR-23 CC STATEMENT-GAS CARD
04-23	SOL01 (SOLUTIONS FOR TRANSIT)	23-0405LAH	04/05/23	05/05/23	A	2083.33	SOL01, 23-0405LAVTA, MAR-23 CLIPPER ANALYSIS
04-23	STA01 (STATE COMPENSATION FUND)	MAY-2023H	04/21/23	05/21/23	A	1292.83	STA01, MAY-23 WORKER'S COMP PREMIUM
04-23	STA04 (STATE BOARD OF )	QTR1-2023H	04/17/23	05/17/23	A	1518.00	STA04, QTR 1 2023 STORAGE TANK MAINT FEE
04-23	STA05 (STATE BOARD OF EQUAL)	QTR1-2023H	04/17/23	05/17/23	A	973.00	STA05, QTR 1 2023 EXEMPT OPERATOR DIESEL FUE
04-23	STA15 (STATE WATER RESOURCES CONTR	SW0260740	04/05/23	05/05/23	A	1738.00	STA15, SW-0260740, 2023 PERMIT #536507 RUTAN
		SW0260783	04/05/23	05/05/23	A	1738.00	STA15, SW-0260783, 2023 PERMIT #536550 ATLAN
		Vendor's Total ----->				3476.00	
04-23	TAC01 (TAC ENERGY)	2336211	04/10/23	05/10/23	A	23945.04	TAC01, 2336211, 4/10/23 FUEL DELIVERY
04-23	TEL01 (TPx COMMUNICATIONS)	168771648H	03/31/23	04/30/23	A	2964.64	TEL01, 168771648-0, 4/1/23-4/30/23 SERVICE
04-23	TEN03 (TENNANT SALES AND SERVICE)	919457030	03/23/23	04/22/23	A	350.00	TEN03, 919457030, MP1155 MAR-23 MAINT PREVEN
04-23	TES03 (JULIE TESTA)	APR-2023	04/30/23	05/30/23	A	200.00	TES03, APR-23 BOD STIPEND
04-23	TOB01 (MICHAEL TOBIN)	4-10-23H	04/12/23	05/12/23	A	88.18	TOB01, 4/10/23 EXPENSE REIMBURSE-LUNCH W/STA
		MOVING #1H	04/11/23	05/11/23	A	3850.00	TOB01, 4/17/23 MOVING EXPENSE REIMBURSE #1
		Vendor's Total ----->				3938.18	
04-23	TPG01 (THE PARKS GROUP)	72432	04/11/23	05/11/23	A	2586.92	TPG01, 72432, MP1539 RTE 14 & RTE 15 TIMETAB
		72593	04/25/23	05/25/23	A	4112.30	TPG01, 72593, MP1562 TIMETABLES RTES: 30R, 1
		Vendor's Total ----->				6699.22	
04-23	TUR02 (RON TURLEY ASSOCIATES, INC)	64812	05/01/23	05/31/23	A	1950.00	TUR02, 64812, ANNUAL SOFTWARE MAINTENANCE FY
04-23	TX228 (DEBORAH BUTLER)	0318-0324H	04/14/23	05/14/23	A	51.00	TX228, PARATAXI REIMBURSE 3/18/23-3/24/23
04-23	TX230 (SCOTT ZHANG)	0109-0321H	04/14/23	05/14/23	A	109.44	TX230, PARATAXI REIMBURSE 1/9/23-3/21/23
04-23	TX242 (BONNIE WOLF)	0308-0329H	04/14/23	05/14/23	A	60.00	TX242, PARATAXI REIMBURSE 3/8/23-3/29/23
04-23	UBE01 (UBER )	MAR-2023H	04/01/23	05/01/23	A	5775.72	UBE01, MAR-23 GO DUBLIN BILLING
04-23	USS01 (UNITED SAFETY AND SURVIVABI	11306119	03/16/23	04/15/23	A	12326.75	USS01, 11306119, PO #7632 AIR PURIFICATION T
		11306849	03/31/23	04/30/23	A	6800.00	USS01, 11306849, PO #7623 AIR PURIFICATION T
		Vendor's Total ----->				19126.75	
04-23	VER01 (VERIZON WIRELESS)	930794013H	03/22/23	04/21/23	A	1688.49	VER01, 9930794013, 2/23/23-3/22/23 CELL, WIFI
04-23	VSP01 (VSP )	MAY-2023H	04/19/23	05/19/23	A	586.24	VSP01, MAY-23 VSP VISION INSURANCE
04-23	WCC01 (WEST COAST COMPRESSOR)	6131-1	04/13/23	05/13/23	A	1330.05	WCC01, 6131-1, MP1536 ATLANTIS AIR COMPRESSO

REPORT.: May 03 23 Wednesday  
 RUN....: May 03 23 Time: 11:07  
 Run By.: Daniel Zepeda

LAVTA  
 Month End Payable Activity Report  
 Report for 04-23

PAGE: 005  
 ID #: PY-AC  
 CTL.: WHE

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
04-23	WEG01 (CHRISTY WEGENER)	3-27-23H	03/29/23	04/28/23	A	24.50	WEG01, 3/27/23 PARKING FEE REIMBURSE-MTC MEE
		0519-0520H	04/19/23	05/19/23	A	138.00	WEG01, 5/19/23-5/20/23 PER DIEM-APTA TRANSIT
		Vendor's Total ----->				162.50	
04-23	WOR01 (WORTHINGTON DIRECT LLC)	QTE069673H	04/03/23	05/03/23	A	8921.20	WOR01, QTE069673, MP1547 TABLES FOR RUTAN CO
04-23	WSP01 (WSP USA INC)	1291710	04/17/23	05/17/23	A	17269.10	WSP01, 1291710, MAR-23 SAV SYSTEM ENGINEER S
		Total of Purchases ->				2304544.06	

**AGENDA**  
**ITEM 4C**



## STAFF REPORT

SUBJECT: LAVTA Annual Salary Band Review

FROM: Tamara Edwards, Director of Finance

DATE: June 5, 2023

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### **Action Requested**

Board of Directors approval of the proposed Resolution 17-2023 resulting from the annual review of the LAVTA organization and of salary bands as required by the LAVTA Human Resources Policy.

### **Background**

LAVTA's Human Resources Policy states that "As part of the annual budget approval process, salary ranges will be established in accordance with procedures in the Human Resources Manual, which includes adherence to the Executive Director Compensation Policy and an annual salary survey for all established positions within the Authority." LAVTA also reviews the organization for any changes that have occurred over the last fiscal year or that are recommended to the Board for the next fiscal year. Last year, LAVTA's Board approved an adjustment to the salary bands for FY2023 based on the update to the salary survey conducted by a third-party contractor.

### **Discussion**

With the hiring of the New Executive Director in December 2022 and the establishment of her goals in February 2023, LAVTA will soon be embarking on a new Strategic Plan which will likely include an analysis of the organization as a whole. With the new Strategic Plan there may be recommendations of position and job description changes, changes in the salary bands in terms of where each position fits in, changes in department responsibilities and where each position fits into the organization as a whole. The salary study just completed is based on the current organizational structure and does not indicate that any changes need to be made before the origination assessment and Strategic Plan are completed.

The Board of Directors approved a budget for Fiscal Year 2024 on May 1, 2023, that included this anticipated increase. Staff may come back to the Board at a later date to address any recommended changes including any that might affect the FY 24 Budget.

### *Organization Chart*

The FY2024 budget forecast includes the positions as reflected in the attached organization chart.

### *Salary Bands*

A thorough compensation study conducted by the third-party contractor was completed in 2014, with an update to the survey, including any adjustments subsequent to the study, was completed each year since. The first four updates were made based on 11 comparator transit agencies. Beginning in the 2019 study staff asked that one of the comparator agencies, Foothill Transit be eliminated from comparison based on Board Discussion.

Based on the update this year, there is no indication that salaries in the transit agency labor market have fluctuated enough to warrant more than a CPI-based increase in the salary bands (Table A. San Francisco-Oakland-Hayward, CA CPI-U bi-monthly and annual percent changes). Therefore, staff recommends a 4.2% CPI increase in the salary bands in order to ensure that the bands stay competitive in the labor market. The changes are summarized below.

**Please note: Changes to the Salary Bands do not affect individual salaries which are increased based solely on performance and in accordance with the adopted budget.**

*Table of Proposed Monthly Salary Range Changes*

<b>Band</b>	<b>Current FY2023 Monthly Salary Range</b>		<b>Proposed FY2024 Monthly Salary Range</b>	
1	\$4,076	\$5,708	\$4,247	\$6,948
2	\$5,041	\$7,135	\$5,253	\$7,435
3	\$6,117	\$8,564	\$6,374	\$8,924
4	\$7,340	\$10,275	\$7,648	\$10,707
5	\$8,806	\$12,330	\$9,176	\$12,848
6	\$10,517	\$14,795	\$10,959	\$15,416

### **Proposed Salary Band Ranges**

#### **Monthly Salary Ranges**

#### **Band 1** **\$4,247 - \$6,948**

Customer Service Representative

#### **Band 2** **\$5,253 - \$7,435**

Executive Assistant

Customer Service Supervisor

#### **Band 3** **\$6,374 - \$8,924**

Accounting Analyst

Paratransit Specialist

#### **Band 4** **\$7,648 - \$10,707**

Senior Transit Planner

Senior Fleet & Technology Management Specialist

Senior Grants, and Management Specialist

Senior Operations Specialist

Senior Marketing and Outreach Coordinator

**Band 5** **\$9,176 - \$12,848**

---

Manager of Capital Projects

**Band 6** **\$10,959 - \$15,416**

---

Director of Finance

Director of Planning and Marketing

Director of Operations

**Budget Impact**

These Salary Band Ranges and the Organizational Chart are consistent with the proposed FY2024 operating budget.

**Recommendation**

The Finance and Administration Committee recommends that the Board of Directors approve the attached Resolution 17-2023 adjusting the salary bands for LAVTA positions.

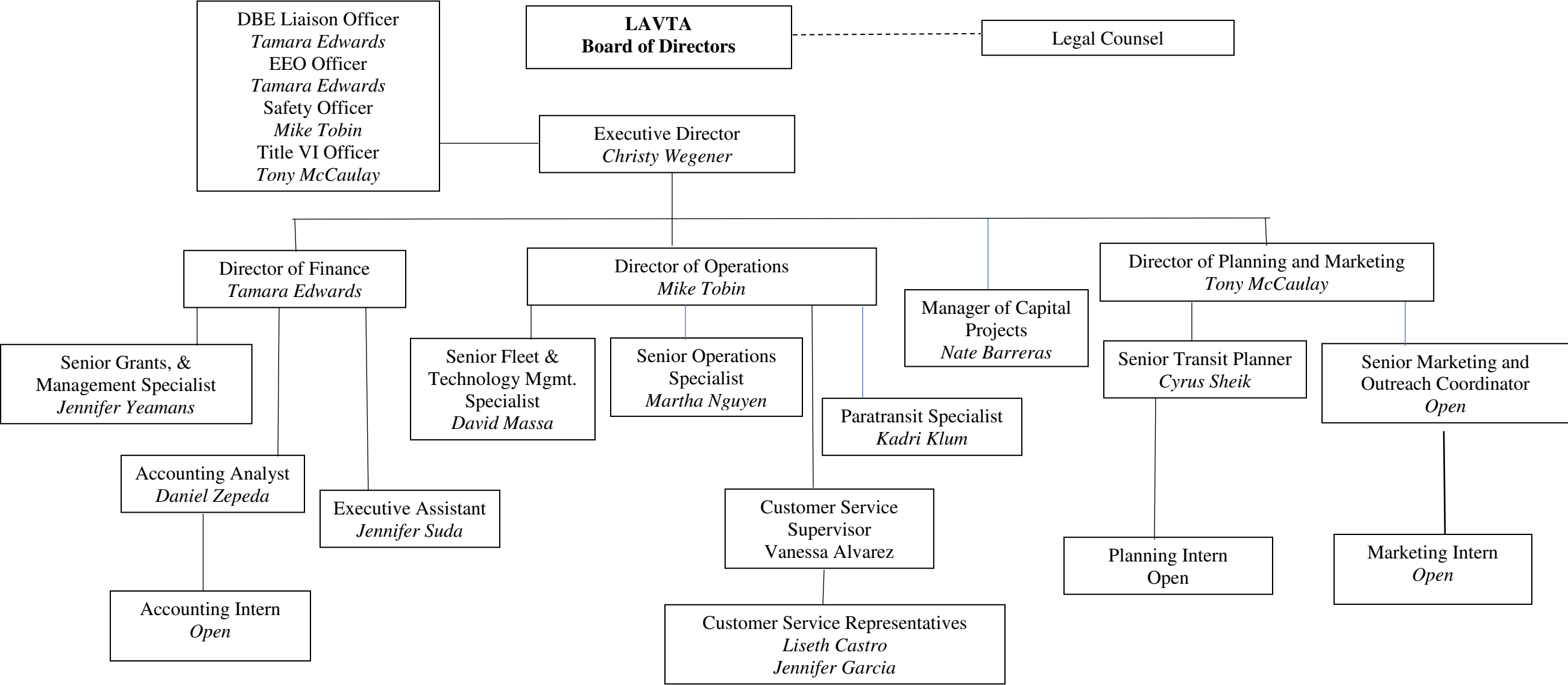
Attachments:

1. LAVTA Organization Chart
2. Resolution 17-2023 of the Board of Directors of the Livermore Amador Valley Transit Authority Establishing FY2023 Salary Bands
3. Annual Organizational Review Results Summary
4. Bureau of Labor Statistic

Approved: \_\_\_\_\_

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

Organizational Chart



**RESOLUTION NO. 17-2022****RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
ESTABLISHING FY2024 SALARY BANDS**

**WHEREAS**, the Board of Directors of the Livermore Amador Valley Transit Authority adopted Resolution No. 25-2022 which established the current Human Resources Policy; and

**WHEREAS**, Section 4.2, Rates of Pay, of the Human Resources Policy requires an annual review of the Salary Ranges as part of the annual budget process; and

**WHEREAS**, it is desirable and necessary to revise the Salary Bands.

**NOW, THEREFORE, BE IT RESOLVED** that the Salary Bands for FY2024 are revised as follows:

**Salary Bands**

The following salary bands represent the categories of employment within the agency. Bands will be adjusted annually as part of the budget process. Periodically the Board of Directors may make additional one-time adjustments to the bands based on market conditions, or other relevant factors indicating that the bands have become non-competitive. The Executive Director will have the authority to set salaries for positions within each band based on adopted budget constraints.

Monthly salary ranges as of July 1, 2024.

**Monthly Salary Ranges**

<u>Band 1</u>	<u>\$4,247 - \$6,948</u>
---------------	--------------------------

Customer Service Representative

<u>Band 2</u>	<u>\$5,253 - \$7,435</u>
---------------	--------------------------

Executive Assistant

Customer Service Supervisor

<u>Band 3</u>	<u>\$6,374 - \$8,924</u>
---------------	--------------------------

Accounting Analyst

Paratransit Specialist

<u>Band 4</u>	<u>\$7,648 - \$10,707</u>
---------------	---------------------------

Senior Transit Planner

Senior Fleet & Technology Management Specialist

Senior Grants, and Management Specialist

Senior Operations Specialist  
Senior Marketing and Outreach Coordinator

<u>Band 5</u>	<u>\$9,176 - \$12,848</u>
Manager of Capital Projects	

<u>Band 6</u>	<u>\$10,959 - \$15,416</u>
Director of Finance	
Director of Planning and Marketing	
Director of Operations	

**PASSED AND ADOPTED** this 5th day of June 2023.

\_\_\_\_\_  
David Haubert, Chair

**ATTEST:**

\_\_\_\_\_  
Christy Wegener, Executive Director

**Approved as to form:**

\_\_\_\_\_  
Michael Conneran, Legal Counsel

Livermore Amador Valley Transit Authority  
Market Compensation Data - Results Summary  
April 2023

Classification	# of Matches	Top Monthly Salary Data					Total Monthly Compensation Data						
		LAVTA	Market Average	% LAVTA above or below	Market Median	% LAVTA above or below	LAVTA	Market Average	% LAVTA above or below	Market Median	% LAVTA above or below		
Accounting Analyst	8	\$ 8,564	\$ 7,344	14.2%	\$ 7,282	15.0%	\$ 13,245	\$ 11,366	14.2%	\$ 11,496	13.2%		
Administrative Assistant	8	\$ 7,135	\$ 6,562	8.0%	\$ 6,502	8.9%	\$ 11,602	\$ 10,189	12.2%	\$ 10,559	9.0%		
Capital Projects Manager	3	ISD	ISD	ISD	ISD	ISD	ISD	ISD	ISD	ISD	ISD		
Customer Service Representative	4	\$ 5,708	\$ 5,479	4.0%	\$ 5,260	7.8%	\$ 9,961	\$ 9,182	7.8%	\$ 8,857	11.1%		
Customer Service Supervisor	4	\$ 7,135	\$ 7,802	-9.3%	\$ 8,080	-13.2%	\$ 11,602	\$ 11,925	-2.8%	\$ 12,251	-5.6%		
Director of Finance	10	\$ 14,795	\$ 15,118	-2.2%	\$ 14,863	-0.5%	\$ 20,809	\$ 20,820	-0.1%	\$ 20,646	0.8%		
Director of Operations	7	\$ 14,795	\$ 14,913	-0.8%	\$ 15,649	-5.8%	\$ 20,809	\$ 20,480	1.6%	\$ 21,304	-2.4%		
Director of Planning and Marketing	8	\$ 14,795	\$ 14,680	0.8%	\$ 14,566	1.6%	\$ 20,809	\$ 20,273	2.6%	\$ 20,239	2.7%		
Marketing and Communications Specialist	4	\$ 8,564	\$ 8,109	5.3%	\$ 8,455	1.3%	\$ 13,245	\$ 11,946	9.8%	\$ 11,746	11.3%		
Operations Specialist	4	\$ 10,275	\$ 9,607	6.5%	\$ 9,849	4.1%	\$ 15,213	\$ 14,336	5.8%	\$ 14,536	4.4%		
Paratransit Planner	6	\$ 8,564	\$ 7,795	9.0%	\$ 7,607	11.2%	\$ 13,245	\$ 11,987	9.5%	\$ 12,148	8.3%		
Senior Fleet and Technology Management Specialist	6	\$ 10,275	\$ 9,122	11.2%	\$ 9,180	10.7%	\$ 15,213	\$ 13,015	14.4%	\$ 13,066	14.1%		
Senior Grants and Management Specialist	6	\$ 10,275	\$ 9,104	11.4%	\$ 8,683	15.5%	\$ 15,213	\$ 13,365	12.1%	\$ 12,644	16.9%		
Senior Transit Planner	7	\$ 10,275	\$ 10,250	0.2%	\$ 10,790	-5.0%	\$ 15,213	\$ 14,689	3.4%	\$ 14,054	7.6%		
		AVERAGE:		4.5%	AVERAGE:		4.0%	AVERAGE:		7.0%	AVERAGE:		7.0%

ISD - Insufficient number of matches to calculate market average and median



# Western Information Office

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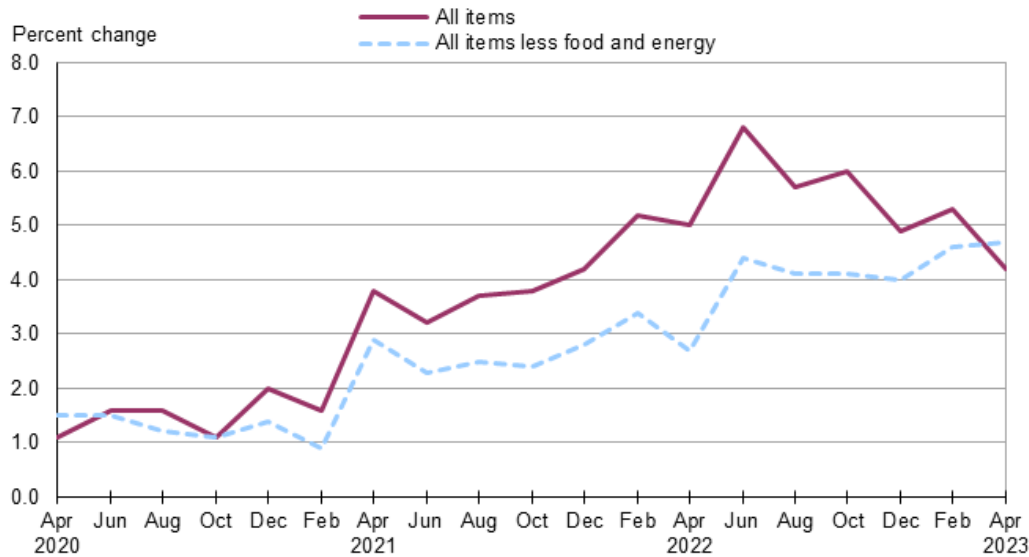
## Consumer Price Index, San Francisco Area — April 2023

Area prices were up 0.4 percent over the past two months, up 4.2 percent from a year ago

Prices in the San Francisco area, as measured by the Consumer Price Index for All Urban Consumers (CPI-U), advanced 0.4 percent for the two months ending in April 2023, the U.S. Bureau of Labor Statistics reported today. (See [table A](#).) Regional Commissioner Chris Rosenlund noted that the April increase was influenced by higher prices for shelter. (Data in this report are not seasonally adjusted. Accordingly, month-to-month changes may reflect seasonal influences.)

Over the last 12 months, the CPI-U advanced 4.2 percent. (See [chart 1](#) and [table A](#).) Food prices rose 6.1 percent. Energy prices decreased 7.9 percent, largely the result of a decrease in the price of gasoline. The index for all items less food and energy rose 4.7 percent over the year. (See [table 1](#).)

Chart 1. Over-the-year percent change in CPI-U, San Francisco-Oakland-Hayward, CA, April 2020–April 2023



Source: U.S. Bureau of Labor Statistics.

[View Chart Data](#)

### Food

Food prices decreased 0.7 percent for the two months ending in April. (See [table 1](#).) Prices for food at home decreased 1.1 percent, with lower prices in five of the six subcategories. Prices for food away from home advanced 0.4 percent for the same period.

Over the year, food prices rose 6.1 percent. Prices for food at home increased 5.2 percent since a year ago, with higher prices in five of the six subcategories. Prices for food away from home increased 7.9 percent.

### Energy

The energy index declined 3.8 percent for the two months ending in April. The decrease was mainly due to lower prices for natural gas service (-36.0 percent). Prices for electricity rose 4.7 percent, and prices for gasoline advanced 4.2 percent for the same period.

Energy prices decreased 7.9 percent over the year, largely due to lower prices for gasoline (-14.4 percent). Prices paid for natural gas service declined 15.9 percent, but prices for electricity advanced 9.5 percent during the past year.

### All items less food and energy

The index for all items less food and energy advanced 0.8 percent in the latest two-month period. Higher prices for new and used motor vehicles (2.4 percent) and shelter (1.1 percent) were partially offset by lower prices for apparel (-3.7 percent).

Over the year, the index for all items less food and energy rose 4.7 percent. Components contributing to the increase included recreation (7.6 percent), household furnishings and operations (6.4 percent), and shelter (5.4 percent). Partly offsetting the increases was a price decrease in used cars and trucks (-5.2 percent).

Table A. San Francisco-Oakland-Hayward, CA, CPI-U 2-month and 12-month percent changes, all items index, not seasonally adjusted

Month	2019		2020		2021		2022		2023	
	2-month	12-month	2-month	12-month	2-month	12-month	2-month	12-month	2-month	12-month
February	0.5	3.5	0.9	2.9	0.5	1.6	1.4	5.2	1.8	5.3
April	1.2	4.0	-0.5	1.1	1.7	3.8	1.5	5.0	0.4	4.2
June	0.2	3.2	0.7	1.6	0.0	3.2	1.7	6.8		
August	0.1	2.7	0.0	1.6	0.5	3.7	-0.5	5.7		
October	1.0	3.0	0.5	1.1	0.7	3.8	1.0	6.0		
December	-0.5	2.5	0.4	2.0	0.8	4.2	-0.3	4.9		

The June 2023 Consumer Price Index for the San Francisco area is scheduled to be released on July 12, 2023.

**News Release Information**

23-996-SAN  
Wednesday, May 10, 2023

**Contacts**

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**Media contact:**  
(415) 625-2270

**Related Links**

[CPI historical databases](#)



Technical Note

The Consumer Price Index (CPI) is a measures of the average change in prices over time in a fixed market basket of goods and services. The Bureau of Labor Statistics publishes CPIs for two population groups: (1) a CPI for All Urban Consumers (CPI-U) which covers approximately 93 percent of the total U.S. population and (2) a CPI for Urban Wage Earners and Clerical Workers (CPI-W) which covers approximately 29 percent of the total U.S. population. The CPI-U includes, in addition to wage earners and clerical workers, groups such as professional, managerial, and technical workers, the self-employed, short-term workers, the unemployed, and retirees and others not in the labor force.

The CPI is based on prices of food, clothing, shelter, and fuels, transportation fares, charges for doctors' and dentists' services, drugs, and the other goods and services that people buy for day-to-day living. Each month, prices are collected in 75 urban areas across the country from about 6,000 housing units and approximately 22,000 retail establishments—department stores, supermarkets, hospitals, filling stations, and other types of stores and service establishments. All taxes directly associated with the purchase and use of items are included in the index.

The index measures price changes from a designated reference date; for most of the CPI-U the reference base is 1982-84 equals 100. An increase of 7 percent from the reference base, for example, is shown as 107.000. Alternatively, that relationship can also be expressed as the price of a base period market basket of goods and services rising from \$100 to \$107. For further details see the CPI home page on the internet at [www.bls.gov/cpi](http://www.bls.gov/cpi) and the CPI section of the BLS Handbook of Methods available on the internet at [www.bls.gov/opub/hom/cpi/](http://www.bls.gov/opub/hom/cpi/).


























In calculating the index, price changes for the various items in each location are averaged together with weights that represent their importance in the spending of the appropriate population group. Local data are then combined to obtain a U.S. city average. Because the sample size of a local area is smaller, the local area index is subject to substantially more sampling and other measurement error than the national index. In addition, local indexes are not adjusted for seasonal influences. As a result, local area indexes show greater volatility than the national index, although their long-term trends are quite similar. **NOTE: Area indexes do not measure differences in the level of prices between cities; they only measure the average change in prices for each area since the base period.**

The San Francisco-Oakland-Hayward, CA. metropolitan area covered in this release is comprised of Alameda, Contra Costa, Marin, San Francisco, San Mateo Counties in the State of California.

Information in this release will be made available to individuals with sensory impairments upon request. Voice phone: 202-691-5200; Telecommunications Relay Service: 7-1-1.

Table 1. Consumer Price Index for All Urban Consumers (CPI-U): Indexes and percent changes for selected periods

San Francisco-Oakland-Hayward, CA (1982-84=100 unless otherwise noted)

Item and Group	Indexes				Percent change from-		
	Historical data	Feb. 2023	Mar. 2023	Apr. 2023	Apr. 2022	Feb. 2023	Mar. 2023
Expenditure category							
All items		337.173	-	338.496	4.2	0.4	-
All items (1967=100)		1,036.563	-	1,040.631	-	-	-
Food and beverages		359.912	-	356.665	5.5	-0.9	-
Food		363.265	-	360.824	6.1	-0.7	-
Food at home		330.202	326.526	326.592	5.2	-1.1	0.0
Cereals and bakery products		329.783	-	325.167	5.3	-1.4	-
Meats, poultry, fish, and eggs		351.353	-	347.694	-2.9	-1.0	-
Dairy and related products		331.704	-	332.173	3.4	0.1	-
Fruits and vegetables		431.651	-	430.010	9.1	-0.4	-
Nonalcoholic beverages and beverage materials(1)		239.599	-	226.074	3.4	-5.6	-
Other food at home		289.097	-	288.244	11.4	-0.3	-
Food away from home		398.992	-	400.510	7.9	0.4	-
Alcoholic beverages		323.971	-	311.678	-1.5	-3.8	-
Housing		390.701	-	392.105	5.2	0.4	-
Shelter		434.093	437.421	438.763	5.4	1.1	0.3
Rent of primary residence(2)		491.874	494.283	494.560	4.9	0.5	0.1
Owners' equiv. rent of residences(2)(3)		466.191	469.749	470.284	5.8	0.9	0.1
Owners' equiv. rent of primary residence(1)(2)		466.191	469.749	470.284	5.8	0.9	0.1
Fuels and utilities		585.793	-	544.685	1.8	-7.0	-
Household energy		558.268	525.883	498.355	0.4	-10.7	-5.2
Energy services(2)		560.531	527.636	499.851	0.5	-10.8	-5.3
Electricity(2)		561.548	587.322	587.821	9.5	4.7	0.1
Utility (piped) gas service(2)		547.333	422.256	350.276	-15.9	-36.0	-17.0
Household furnishings and operations		172.101	-	172.967	6.4	0.5	-
Apparel		116.586	-	112.229	1.8	-3.7	-
<b>Footnotes</b> (1) Indexes on a December 1977=100 base. (2) This index series was calculated using a Laspeyres estimator. All other item stratum index series were calculated using a geometric means estimator. (3) Indexes on a December 1982=100 base. (4) Special index based on a substantially smaller sample. (5) Indexes on a December 1993=100 base. (6) Indexes on a December 1997=100 base.  - Data not available NOTE: Index applies to a month as a whole, not to any specific date.							

Item and Group	Indexes				Percent change from-		
	Historical data	Feb. 2023	Mar. 2023	Apr. 2023	Apr. 2022	Feb. 2023	Mar. 2023
Transportation		248.587	-	254.585	-1.3	2.4	-
Private transportation		248.047	-	253.753	-0.6	2.3	-
New and used motor vehicles(4)		119.154	-	121.996	3.6	2.4	-
New vehicles(1)		195.768	-	196.100	3.5	0.2	-
Used cars and trucks(1)		331.660	-	349.510	-5.2	5.4	-
Motor fuel		340.659	354.292	354.844	-14.3	4.2	0.2
Gasoline (all types)		338.264	351.951	352.585	-14.4	4.2	0.2
Gasoline, unleaded regular(4)		338.236	352.119	352.724	-14.6	4.3	0.2
Gasoline, unleaded midgrade(4)(5)		316.639	328.615	329.100	-13.9	3.9	0.1
Gasoline, unleaded premium(4)		320.831	333.130	333.852	-13.4	4.1	0.2
Medical care		-	-	583.268	1.7	-	-
Recreation(6)		144.312	-	144.558	7.6	0.2	-
Education and communication(6)		160.458	-	160.114	2.9	-0.2	-
Tuition, other school fees, and child care(1)		-	-	-	-	-	-
Other goods and services		579.693	-	601.567	7.8	3.8	-
Commodity and service group							
All items		337.173	-	338.496	4.2	0.4	-
Commodities		233.306	-	233.349	2.3	0.0	-
Commodities less food & beverages		166.994	-	167.951	-0.4	0.6	-
Nondurables less food & beverages		219.813	-	221.205	-2.4	0.6	-
Durables		116.778	-	117.392	2.3	0.5	-
Services		424.692	-	427.126	5.1	0.6	-
Special aggregate indexes							
All items less medical care		326.809	-	328.312	4.4	0.5	-
All items less shelter		299.536	-	299.124	3.3	-0.1	-
Commodities less food		174.188	-	174.862	-0.4	0.4	-
Nondurables		291.607	-	290.870	2.4	-0.3	-
Nondurables less food		228.172	-	228.692	-2.3	0.2	-
Services less rent of shelter(3)		435.940	-	434.426	4.5	-0.3	-
Services less medical care services		413.566	-	416.193	5.4	0.6	-
Energy		429.799	424.588	413.641	-7.9	-3.8	-2.6
All items less energy		336.928	-	339.060	4.9	0.6	-
All items less food and energy		333.753	-	336.458	4.7	0.8	-
<b>Footnotes</b> (1) Indexes on a December 1977=100 base. (2) This index series was calculated using a Laspeyres estimator. All other item stratum index series were calculated using a geometric means estimator. (3) Indexes on a December 1982=100 base. (4) Special index based on a substantially smaller sample. (5) Indexes on a December 1993=100 base. (6) Indexes on a December 1997=100 base.  - Data not available NOTE: Index applies to a month as a whole, not to any specific date.							

Last Modified Date: Wednesday, May 10, 2023

U.S. BUREAU OF LABOR STATISTICS Western Information Office Attn: EA & I, 90 Seventh Street Suite 14-100 San Francisco, CA 94103-6715  
Telephone:1-415-625-2270\_ [www.bls.gov/regions/west](http://www.bls.gov/regions/west) [Contact Western Region](#)

**AGENDA**  
**ITEM 4D**

## STAFF REPORT

SUBJECT: Approval of Updated Public Transportation Agency Safety Plan

FROM: Mike Tobin, Director of Operations

DATE: June 5, 2023

---

### Actions Requested

Staff requests the Projects and Services Committee forward the updated Public Transportation Agency Safety Plan to the Board for approval.

### Background

In keeping with LAVTA's organizational focus on safety, staff have developed a robust safety and security program implemented in partnership with both our transit operations contractor and our paratransit contractor.

The Federal Transit Administration (FTA) requires that public transportation systems receiving federal funds develop a Public Transportation Agency Safety Plan (PTASP) that includes the processes and procedures to implement a Safety Management System (SMS). An SMS is a comprehensive approach to bringing management and labor together to control risk better, detect and correct safety problems earlier, and measure safety performance more precisely. The rule (49 CFR Part 673) went into effect on July 19, 2019 with a compliance date of July 20, 2021.

In preparation for the initial deadline, LAVTA prepared a PTASP that underwent multiple FTA reviews to ensure compliance, and which was approved by the LAVTA Board of Directors in December 2019 was submitted to the Metropolitan Transportation Commission (MTC) on March 19, 2020, to fulfill the requirement. This plan formalizes and codifies LAVTA existing safety practices and contractor oversight related to safety in one comprehensive document as well as incorporates the safety plans of the fixed-route and paratransit contractors. The PTASP is not required to be updated unless there are major changes, but it must be reviewed at least annually. LAVTA's PTASP can be viewed on the Wheels website under the "Reports" section or by using the following link: [https://wheelsbus.com/wp-content/uploads/2023/05/LAVTA-Agency-Safety-Plan-May-2023-FINAL\\_Reduced.pdf](https://wheelsbus.com/wp-content/uploads/2023/05/LAVTA-Agency-Safety-Plan-May-2023-FINAL_Reduced.pdf)

The PTASP is based on the SMS approach, which includes four key pillars:

1. Safety Management Policy
2. Safety Risk Management
3. Safety Assurance
4. Safety Promotion

The regulation calls for agencies to prioritize areas of primary safety; the basic requirement is that each agency track and manage the following:

- Total number and rate of Injuries per total vehicle revenue mile;
- Total number and rate of Fatalities per total vehicle revenue mile;

- Total number and rate of Safety Events per total vehicle revenue mile; and
- Mean Distance between Major Mechanical Failures

## Discussion

LAVTA has completed the annual review of the PTASP and made some updates to address the change in the Accountable Executive and Chief Safety Officer and the annual safety performance targets were also updated to reflect a rolling average of the last 5 years of LAVTA's safety performance data, based on FTA's suggested methodology (see Table 1 below).

### Safety Performance Targets

*Annual safety performance targets below based on an average of the previous 5 years of LAVTA's safety performance data (2018 through 2022).*

Mode of Transit Service	Fatalities (total)	Average Annual Fatalities (per 100 thousand VRM)	Injuries (total)	Average Annual Injuries (per 100 thousand VRM)	Safety Events (total)	Average Annual Safety Events (per 100 thousand VRM)	Average Annual System Reliability (VRM / failures)
Fixed Route Bus	0.00	0.00	0.75	0.05	2.00	0.10	20,851.95
ADA / Paratransit	0.00	0.00	0.40	0.14	0.00	0.00	67,052.52

Table 1 Safety Performance Targets

Furthermore, the FTA on April 26, 2023 issued a Notice of Proposed Rulemaking to update the PTSAP rule that would incorporate explicit statutory changes in the Bipartisan Infrastructure Law (BIL) that was passed in late 2021.

The required changes include the following:

- Establishing safety committees with equal numbers of frontline transit worker and management representatives to address concerns from workers and riders.
- Creating risk reduction programs to reduce accidents, injuries, and assaults on transit workers, and establishing annual targets based on measures FTA will establish in the National Public Transportation Safety Plan.
- Agency Safety Plan must include strategies to minimize exposure to infectious diseases, consistent with guidance from the Centers for Disease Control and Prevention or a state health authority.
- Agencies must incorporate "de-escalation training" for frontline workers into their safety training programs.

## Safety Committees

The Safety Committee component was already outlined in the PTASP as consisting of both frontline employees and management staff and was updated last year to ensure that an equal number of representatives from each

party are present. The current iteration of the PTASP was updated to require that the Safety Committee reviews and approves any updates that are made to the PTASP.

### **Risk Reduction**

LAVTA staff is currently in the process of implementing an innovative cloud-based software system that enables employees to conveniently report hazards online. This system plays a crucial role in the FTA’s SMS program, which focuses on effective risk management in public transportation.

With the new software, LAVTA staff can efficiently track and assess each reported hazard, determining its level of risk. This assessment involves a comprehensive evaluation to gauge the potential impact and likelihood of the hazard occurring. By thoroughly analyzing these factors, staff can assign an appropriate risk mitigation plan tailored to address the specific hazard.

### **Goals specific to Bus Operator Assaults**

Additional efforts toward mitigating bus operator assaults are currently under review with staff and expected to be presented to the board later in 2023. Two specific areas are the proposed adoption of a Code of Conduct and Exclusion Policy, as well as the implementation of new de-escalation training for all current bus operators through its insurance provider Cal-TIP. This training will also be incorporated into the onboarding process for new drivers and will assist drivers by giving them the tools to effectively deal with high stress situations and unruly passengers, thereby increasing their overall safety.

### **Minimizing Exposure to Infectious Diseases**

Finally, the PTASP was updated last year to document LAVTA’s ongoing strategies to minimize exposure to infectious diseases. Throughout the COVID-19 pandemic, LAVTA implemented a number of strategies and initiatives that went above and beyond guidelines provided by CDC, Cal/OSHA, and local health authorities. In addition to health checks for symptoms of COVID, social distancing, and mask mandates directed by health authorities, LAVTA had transit vehicles, properties, and high-touch surfaces fogged or disinfected daily. Extra standby vehicles were also prepared in case passenger loads got too high and passengers need to wait for the next pickup. Hand sanitizer stations, continuous on-board air purification systems, and driver germ barriers were installed, as well as implementation of remote meetings and work-from-home policies based on monitoring the rises in COVID cases. Per the FTA requirement, LAVTA will also begin utilizing data from the CDC and Cal/OSHA as a source of hazard identification.

### **Recommendation**

Staff recommends that the Board of Directors approve Resolution 16-2023 and adopt the updated Public Transportation Agency Safety Plan.

#### **Attachments:**

1. PTASP Resolution 16-2023
2. PTASP PowerPoint Presentation

*Approved:* \_\_\_\_\_

**RESOLUTION NO. 16-2023**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY ADOPTING THE UPDATED LAVTA PUBLIC TRANSPORTATION AGENCY SAFETY PLAN**

**WHEREAS** the Federal Transit Administration (FTA) requires that public transportation systems receiving federal funds develop a Public Transportation Agency Safety Plan (PTASP) that includes the processes and procedures to implement a Safety Management System (SMS); and

**WHEREAS** the PTASP is a required document that must be reviewed at least annual and updated if necessary; and

**WHEREAS** LAVTA has updated the PTASP to comply with new requirements of the Bipartisan Infrastructure Law;

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Board of Directors to adopt LAVTA's revised PTASP.

**APPROVED AND PASSED** this 5th day of June 2023.

---

David Haubert, Chair

ATTEST:

---

Christy Wegener, Executive Director

# Public Transportation Agency Safety Plan (PTASP) Update

Staff Presentation  
Mike Tobin (Chief Safety Officer)

wheelsbus.com

Livermore Amador Valley  
**TRANSIT AUTHORITY**





# Background

- FTA published the Public Transportation Agency Safety Plan (PTASP) Final Rule in July 2018, requiring Transit Agencies to develop safety plans that include Safety Management Systems (SMS) with processes and procedures
- The deadline to have a PTASP in place was July 21, 2021. Our plan was first approved by the Board in December 2019 and annually we continue to review and make any necessary updates.
- Notice of Proposed Rulemaking (NPRM) proposes to amend the Public Transportation Agency Safety Plans (PTASP) regulation at 49 CFR part 673 with new requirements that would incorporate explicit statutory changes in the Bipartisan Infrastructure Law

# Objectives of PTASP

- Implement SMS in a manner that meets LAVTA's safety performance targets and objectives.
- Establish meeting or committee structure necessary for LAVTA to ensure that safety information moves up, down, and across the agency.
- Meet or exceed federal and state requirements in all areas of safety.
- Enforce procedures and requirements that integrate safety into decision-making and operations

# Four Pillars of a Safety Management System



Safety Management  
Policy

Risk  
Management

Safety  
Assurance

Safety  
Promotion

[wheelsbus.com](http://wheelsbus.com)

Livermore Amador Valley  
**TRANSIT AUTHORITY**



# Changes to PTASP

- Safety Committee must consist of an equal number of frontline employee and management representatives.
- Cooperation with frontline transit worker representatives (includes Safety Committees)
- De-escalation training
- Document strategies to minimize exposure to unsafe conditions and infectious diseases, consistent with guidelines of the CDC or State health authority
- Changes in Accountable Executive & Chief Safety Officer
- Update Safety Performance Targets



# Employee Safety Reporting Program (ESRP)

*If YOU know there's a HAZARD...*



*...make sure **EVERYONE** knows.*

**PLEASE HELP MAKE OUR WORK ENVIRONMENT SAFER FOR EVERYONE.**

Scan the QR code or type in the website address to access the Hazard/Risk Report form. Reporting may be anonymous.

Validated safety hazards reported are eligible for a gift card (\*name required\*) as a token of our appreciation for your efforts!



[wheelsbus.com](http://wheelsbus.com)

LAVTA

**Read About Policy**

Anonymous  
☐

Name

Email

Phone

Request feedback  
☐ Yes ☒ No

Work Location  
Be specific, include What Location and Department

Type  
Select Type

Safety Issue/Suggestion  
Describe Hazard or Safety Suggestion in detail, be sure to include any specific details related to the issue

Where is it happening?  
Be specific, include exact building, street, facility name, stop, street location, vehicle or

When is it happening?  
Put in a specific time of day, place with the information "morning/evening", "at the start", "midway" or "to stop"

What "benefit" is expected? If suggestion is implemented?  
Report of the program's application to your work, which must be provided in a letter with acknowledgment

Livermore Amador Valley  
**TRANSIT AUTHORITY**



# PTASP

- Agency Safety Plan can be viewed on the Wheels website:
- [https://wheelsbus.com/wp-content/uploads/2023/05/LAVTA-Agency-Safety-Plan-May-2023-FINAL\\_Reduced.pdf](https://wheelsbus.com/wp-content/uploads/2023/05/LAVTA-Agency-Safety-Plan-May-2023-FINAL_Reduced.pdf)

**wheelsbus.com**

Livermore Amador Valley  
**TRANSIT AUTHORITY**



# Staff Recommendations

- Staff requests the Projects and Services Committee forward the updated Public Transportation Agency Safety Plan to the Board for approval.

# Questions?





**AGENDA  
ITEM 5**

## STAFF REPORT

SUBJECT: Election of LAVTA Chair and Vice Chair

FROM: Christy Wegener, Executive Director

DATE: June 5, 2023

---

### Action Required

Elect a new Chair and Vice Chair of the LAVTA Board of Directors for FY24. Per the Bylaws, the Chair should represent the City of Dublin and the Vice Chair should represent the City of Livermore.

### Background

Sections 4.03, 4.04 and 4.05 of LAVTA Bylaws read as follows:

- 4.03** Term of Office. The Chair and Vice Chair shall serve one (1) year terms of office commencing on July 1 of each year. There shall be no limit on the number of terms that a Director may serve as Chair or Vice Chair. The Chair shall rotate among the four Members on an annual basis with a Pleasanton, County, Dublin, and Livermore sequence.
- 4.04** Qualifications. In casting votes for Chair and Vice Chair, members of the Board may consider the candidate's leadership qualities, ability to conduct meetings of the Board expeditiously and fairly, and willingness to represent and implement positions adopted by the Board when such positions are at variance with his/her political views, as well as any other factors deemed pertinent.
- 4.05** Nomination and Election of Officers Nomination and election of officers shall be carried out in such a manner and schedule as determined by the Board of Directors.

### Next Steps

Per the Bylaws of the Authority, the Chair shall appoint the members of the Committees and the Chair of each committee subject to Board approval. If there are fewer than three standing committees, the Chairs of committees will be from jurisdictions other than that of the Chair and Vice-Chair.

The following is the current membership of the two LAVTA committees:

#### *Project & Services Committee*

Evan Branning (Livermore), Chair  
Karla Brown (Pleasanton), Vice Chair  
David Haubert (County of Alameda  
Jean Josey (Dublin)

*Finance & Administration Committee*

Julie Testa (Pleasanton), Chair  
Brittini Kiick (Livermore), Vice Chair  
Melissa Hernandez (Dublin)

Board members should advise the Board Chair if they would like to be considered for a different committee assignment within the next two weeks. At the July Board meeting the Chair will bring back recommendations for both committee membership and Chair positions for Board consideration.

**Recommendation**

Nominate and elect a LAVTA Board Chair and Vice Chair for FY24 in accordance with the agency's bylaws.

*Submitted:* \_\_\_\_\_

**AGENDA  
ITEM 6**

## STAFF REPORT

SUBJECT: Appointment of LAVTA Representative to Tri-Valley San Joaquin Valley  
Regional Rail Authority Board of Directors

FROM: Christy Wegener, Executive Director

DATE: June 5, 2023

---

### Action Requested

Appoint a LAVTA representative to the Tri-Valley San Joaquin Valley Regional Rail Authority.

### Background/Discussion

In 2015 the Tri-Valley Regional Rail Advisory Group was established with the goal of ensuring that regional rail planning in the Tri-Valley leads to project implementation that is fast, cost effective and responsive. Later the Advisory Group name was changed to the Alameda – San Joaquin Regional Rail Working Group when member agencies from the San Joaquin Valley began participating. Areas of interest and planning for the Working Group included the BART to Isabel Extension and a multiple unit train that would connect ACE with BART.

Building on the efforts of the Working Group, at the conclusion of 2017 AB 758 (Eggman/Baker) created the Tri-Valley – San Joaquin Valley Regional Rail Authority (Valley Link) for the purpose of planning, developing and delivering a cost effective and responsive rail connection between residents in the San Joaquin Valley and the BART system, including a connection with ACE. The following are the member agencies of the Authority:

Town of Danville	City of Tracy	County of Alameda
City of San Ramon	City of Manteca	County of San Joaquin
City of Pleasanton	City of Lathrop	LAVTA
City of Dublin	City of Stockton	BART
City of Livermore	Mountain House	SJRRC/ACE

Board Member Kiick has been representing LAVTA on the Valley Link Board since 2021; however, Member Kiick has requested to step down from the appointment. The Valley Link Board meets every-other month on the first Wednesday and alternates locations between the Tri-Valley and the San Joaquin Valley.

**Recommendation**

Staff recommends that the LAVTA Board appoint a representative to serve on the Tri-Valley – San Joaquin Valley Regional Rail Authority

*Submitted:* \_\_\_\_\_

**AGENDA  
ITEM 7**

## STAFF REPORT

SUBJECT: TAAC Recruitment for Terms Starting FY 2023/2024

FROM: Kadri Klm, Paratransit Planner

DATE: June 5, 2023

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### Action Requested

Ratify the Tri-Valley Accessible Advisory Committee (TAAC) appointments for terms starting on July 1, 2023.

### Background

The Tri-Valley Accessible Advisory Committee consists of community members who are appointed to represent their respective cities and Alameda County on accessibility issues facing senior and disabled residents on Wheels fixed route and Dial-A-Ride services. The TAAC also includes individuals representing public social service agencies. The TAAC is comprised of ten (10) representatives, five (5) alternates, and one (1) Alameda CTC Paratransit Advisory and Planning Committee (PAPCO) representative.

According to Section 3.3 of the TAAC bylaws “The term of appointment of each committee member and alternate shall generally be for a period of two (2) fiscal years, unless a one (1) year term is necessary to ensure continuity of membership and avoid all appointments expiring at the same time. Each member shall serve for a maximum of four (4) consecutive terms (i.e. eight (8) consecutive fiscal years). A member may continue to serve for additional consecutive terms beyond the maximum of four (4) consecutive terms (i.e. eight (8) consecutive fiscal years) if no other qualified applicants apply for the open position and the member is willing to serve. The member will be appointed as an Alternate unless there is an opening for a full voting member in their jurisdiction on the committee. The term shall be for one year.”

On June 30th 2023, terms will expire for seven (7) current TAAC members and alternates:

- Shawn Costello – Dublin Representative
- Donna Singer – Dublin Alternate
- Susan O’Neill – Livermore Alternate
- Carmen Rivera-Hendrickson – Pleasanton Representative
- Jennifer White – Pleasanton Alternate
- Kulwant Singh – Alameda County Alternate
- Diana Houghtaling – Social Services Representative



**Discussion**

LAVTA received six (6) applications for eight (8) open positions starting in FY 2023/2024:

Dublin (1 member and 1 alternate needed):

- Shawn Costello – current Dublin member
- Donna Singer – current Dublin alternate

Since Mr. Costello has served over 4 consecutive terms (over 8 years) as a Dublin Representative, per the TAAC bylaws staff is recommending appointing the current Dublin alternate Ms. Singer for the Dublin representative position with term expiring on June 2025 and Mr. Costello for the alternate position with term expiring on June 2024.

Livermore (1 alternate needed):

- Susan O'Neill – current Livermore alternate

Staff recommends that Ms. O'Neill continues as the County of Alameda alternate with term expiring on June 2025.

Pleasanton (1 member and 1 alternate needed)

- Carmen Rivera-Hendrickson – current Pleasanton member
- Jennifer White – current Pleasanton alternate

Since Ms. Rivera-Hendrickson has served over 4 consecutive terms (over 8 years) as a Pleasanton Representative, per the TAAC bylaws staff is recommending appointing the current Pleasanton alternate Ms. White for the Dublin representative position with term expiring on June 2025 and Ms. Rivera-Hendrickson for the alternate position with term expiring on June 2024.

Alameda County (1 alternate needed)

- Kulwant Singh – current Alameda County alternate

Staff recommends that Mr. Singh continues as the County of Alameda alternate with term expiring on June 2025.

Social Services Agencies (1 member and 1 alternate needed)

No applications were received for Social Services positions. Staff will be reaching out to Tri-Valley social services agencies and hopes to fill the two vacant positions as soon as possible.

Six of the 15 seats (excluding PAPCO representative) will be up for reappointments in 2025 while the remaining 9 seats will be up for reappointments in 2024 (see Attachment 1).

**Action Requested**

Staff recommends the Board of Directors ratify the TAAC appointments for terms starting on July 1, 2023.

Attachments:

1. TAAC Membership Directory
2. TAAC Applications Received

*Approved:* \_\_\_\_\_

# Tri-Valley Accessible Advisory Committee (TAAC) Membership Directory for FY 2024

*As of May 5, 2023*

## Dublin Representation

<b><i>Committee Seat</i></b>	<b><i>Term</i></b>	<b><i>Term Beginning</i></b>	<b><i>Term Conclusion</i></b>
Donna Singer	2 years	July 2023	June 2025
Connie Mack	2 years	July 2022	June 2024
Shawn Costello (Alternate)	1 year	July 2023	June 2024

## Livermore Representation

<b><i>Committee Seat</i></b>	<b><i>Term</i></b>	<b><i>Term Beginning</i></b>	<b><i>Term Conclusion</i></b>
David Weir	2 years	July 2022	June 2024
Judith LaMarre	2 years	July 2022	June 2024
Susan O'Neill (Alternate)	1 year	July 2023	June 2025

## Pleasanton Representation

<b><i>Committee Seat</i></b>	<b><i>Term</i></b>	<b><i>Term Beginning</i></b>	<b><i>Term Conclusion</i></b>
Jennifer White	2 years	July 2023	June 2025
Sue Tuite	2 years	July 2022	June 2024
Carmen Rivera-Hendrickson (Alternate)	1 year	July 2023	June 2024

## Alameda County Representation

<b><i>Committee Seat</i></b>	<b><i>Term</i></b>	<b><i>Term Beginning</i></b>	<b><i>Term Conclusion</i></b>
Herb Hastings	2 years	July 2022	June 2024
Kulwant Singh (Alternate)	1 year	July 2023	June 2025

## Social Services Representation

<b><i>Committee Seat</i></b>	<b><i>Term</i></b>	<b><i>Term Beginning</i></b>	<b><i>Term Conclusion</i></b>
Zack Silva	2 years	July 2022	June 2024
Amy Mauldin	2 years	July 2022	June 2024
VACANT			June 2025
VACANT (Alternate)			June 2025

## PAPCO Representative

<b><i>Committee Seat</i></b>	<b><i>Term</i></b>	<b><i>Term Beginning</i></b>	<b><i>Term Conclusion</i></b>
Esther Waltz	N/A	2014	Same as PAPCO Term

**APPLICATION FOR TAAC MEMBERSHIP****GENERAL INFORMATION**Name \_\_\_\_\_ Shawn Costello \_\_\_\_\_

Agency (if applicable) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Dublin \_\_\_\_\_ Zip \_\_\_\_\_ 94568 \_\_\_\_\_

Home # \_\_\_\_\_ Work # \_\_\_\_\_ Mobile # \_\_\_\_\_

Email address: \_\_\_\_\_

**Which of the following open positions are you applying for?**  
(May check more than one, if applicable.)City of Dublin \_\_\_\_\_ x \_\_\_\_\_

City of Pleasanton \_\_\_\_\_

City of Livermore \_\_\_\_\_

Alameda County \_\_\_\_\_

Social Services Agency \_\_\_\_\_

**You are eligible for your position because you are****A resident of the City or County and are**

Elderly \_\_\_\_\_

Disabled \_\_\_\_\_ x \_\_\_\_\_

A Caretaker for a Disabled person \_\_\_\_\_

**Or**

Employed in Social Services in the Tri Valley \_\_\_\_\_

1. Do you or your clients use Dial-A-Ride? If yes, how often?

I ride Dial-A-Ride once or twice a month.

2. Do you or your clients use Fixed Route service? If yes, how often?

Yes, 3-4 round trips a week.

3. In a single statement, why do you want to be on this committee?

To continue serving on the committee would be a great honor.

4. What skills and knowledge do you feel you bring to this committee?

I have over 40 years of experience with Wheels buses and knowledge of wheelchair tie-downs. I can teach drivers how to tie down wheelchairs.

5. Will you be able to attend meetings during regular business hours? How flexible is your schedule?

Yes.

6. Please include any additional information that may assist the decision making process.

It's important that we have a great leadership on TAAC and I hope to be continually in this leadership role.

## APPLICATION FOR TAAC MEMBERSHIP

RECEIVED

APR 17 2023

Livermore Amador Valley  
Transit Authority

### GENERAL INFORMATION

Name Donna Singer

Agency (if applicable) \_\_\_\_\_

Address \_\_\_\_\_

City Dublin

Zip 94568

Home # \_\_\_\_\_

Work # \_\_\_\_\_

Mobile # \_\_\_\_\_

Email address: \_\_\_\_\_

Which of the following open positions are you applying for?  
(May check more than one, if applicable.)

City of Dublin

X

City of Pleasanton

\_\_\_\_\_

City of Livermore

\_\_\_\_\_

Alameda County

\_\_\_\_\_

Social Services Agency

\_\_\_\_\_

You are eligible for your position because you are

A resident of the City or County and are

Elderly

X

Disabled

X

A Caretaker for a Disabled person

\_\_\_\_\_

Or

Employed in Social Services in the Tri Valley \_\_\_\_\_

1. Do you or your clients use Dial-A-Ride? If yes, how often?

*2-3 Times a Month*

2. Do you or your clients use Fixed Route service? If yes, how often?

*No*

3. In a single statement, why do you want to be on this committee?

*I enjoy work on committees to help others.*

4. What skills and knowledge do you feel you bring to this committee?

*I have ~~of~~ served on several board of Directors. I understand & foster the process for the leaders in a community to be successful.*

5. Will you be able to attend meetings during regular business hours? How flexible is your schedule?

*yes I can attend meetings*

6. Please include any additional information that may assist the decision making process.

RECEIVED

**APPLICATION FOR TAAC MEMBERSHIP**

APR 10 2023

**GENERAL INFORMATION**

Livermore Amador Valley  
Transit Authority

Name Susan O'Neill

Agency (if applicable) \_\_\_\_\_

Address [REDACTED] \_\_\_\_\_

City Livermore, CA 94550 Zip \_\_\_\_\_

Home # \_\_\_\_\_ Work # \_\_\_\_\_ Mobile # [REDACTED]

Email address: [REDACTED] \_\_\_\_\_

**Which of the following open positions are you applying for?**  
(May check more than one, if applicable.)

City of Dublin	_____
City of Pleasanton	_____
City of Livermore	<u>X</u>
Alameda County	_____
Social Services Agency	_____

**You are eligible for your position because you are**

**A resident of the City or County and are**

Elderly	<u>X</u>
Disabled	<u>X</u>
A Caretaker for a Disabled person	_____

**Or**

Employed in Social Services in the Tri Valley \_\_\_\_\_



1. Do you or your clients use Dial-A-Ride? If yes, how often?

Yes. About 6-10 times a year.

2. Do you or your clients use Fixed Route service? If yes, how often?

Yes. About 4-8 times a year.

3. In a single statement, why do you want to be on this committee?

I like to be informed about paratransit rides and changes.  
I like to be able to share that information with others.  
I like to be able to share my ideas on how to improve the service.  
I like to share my positive experiences riding Dial-A-Ride and the Fixed Route service.

4. What skills and knowledge do you feel you bring to this committee?

I have experience riding Dial-A-Ride as a person who uses a mobility scooter, and also the Fixed Route service.  
I am able to speak up and share my experiences.

5. Will you be able to attend meetings during regular business hours? How flexible is your schedule?

Yes. Pretty open.

6. Please include any additional information that may assist the decision making process.

I would love to continue as a member of TAAC.

## APPLICATION FOR TAAC MEMBERSHIP

### GENERAL INFORMATION

Name. Carmen Rivera Hendrickson

Agency (if applicable)\_\_\_Pleasanton

Address

- City\_\_\_Pleasanton,CA

Zip 94688\_\_\_\_\_

Home # \_\_\_\_\_ Work # \_\_\_\_\_

Mobile # \_\_\_\_\_

Email address: \_\_\_\_\_

**Which of the following open positions are you applying for?**

(May check more than one, if applicable.)

City of Dublin	_____
City of Pleasanton	_____X_____
City of Livermore	_____
Alameda County	_____
Social Services Agency	_____

**You are eligible for your position because you are I live in pleasanton**

**A resident of the City or County and are**

Elderly	_____
Disabled	X _____
A Caretaker for a Disabled person	_____

**Or**

Employed in Social Services in the Tri Valley \_\_\_\_\_

1. Do you or your clients use Dial-A-Ride? If yes, how often? Yes I do use the system.
2. Do you or your clients use Fixed Route service? If yes, how often? Yes, when not able get a ride tru Dial-a-Ride I do use it.
3. In a single statement, why do you want to be on this committee? I have work with several politician in coloration to achieve better transportation for are community.
4. What skills and knowledge do you feel you bring to this committee? I have work on budgets, planing as well developers to make it better.
5. Will you be able to attend meetings during regular business hours? How flexible is your schedule?  
  
Yes , I can be at the meeting. Very.
6. Please include any additional information that may assist the decision making process.  
Well I have dedicated my time on is committee for more 18 years.

Agency (if applicable) Jennifer White 1 3-31-2023

Address

City Pleasanton CA Zip 94566

Home # \_\_\_\_\_ Work # \_\_\_\_\_ Mobile # \_\_\_\_\_

Email address: \_\_\_\_\_

**Which of the following open positions are you applying for?**

(May check more than one, if applicable.)

RECEIVED

APR 10 2023

Livermore Amador Valley  
Transit Authority

City of Dublin \_\_\_\_\_

City of Pleasanton ✓

City of Livermore \_\_\_\_\_

Alameda County \_\_\_\_\_

Social Services Agency \_\_\_\_\_

**You are eligible for your position because you are**

**A resident of the City or County and are**

Elderly \_\_\_\_\_

Disabled ✓

A Caretaker for a Disabled person \_\_\_\_\_

**Or**

Employed in Social Services in the Tri Valley ☐

Livermore Amador Valley Transit Authority Application

**Tri-Valley Accessible Advisory Committee (TAAC)**

Page 2 of 2

1. Do you or your clients use Dial-A-Ride? If yes, how often?

2. Do you or your clients use Fixed Route service? If yes, how often?

I use Fixed Route & Love very often.

3. In a single statement, why do you want to be on this committee?

I have so much good ideas  
and I would like to know more about the buses.

4. What skills and knowledge do you feel you bring to this committee?

I can bring some ideas to the table.  
my a good listener

5. Will you be able to attend meetings during regular business hours? How flexible is your schedule?

Yes I can work around it. I'm  
flexible.

6. Please include any additional information that may assist the decision making process.

I'm very interested in it being on  
the committee.

END OF APPLICATION

## APPLICATION FOR TAAC MEMBERSHIP

### GENERAL INFORMATION

Name Kulwant  
Singh\_\_\_\_\_

Agency (if applicable)\_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

City\_\_Dublin\_\_\_\_\_

Zip\_\_94568\_\_\_\_\_

Home # \_\_\_\_\_ Work # \_\_\_\_\_ Mobile # \_\_\_\_\_

Email address: \_\_\_\_\_  
\_\_\_\_\_

**Which of the following open positions are you applying for?**  
(May check more than one, if applicable.)

City of Dublin \_\_\_\_\_X\_\_\_\_\_

City of Pleasanton \_\_\_\_\_

City of Livermore \_\_\_\_\_

Alameda County \_\_\_\_\_X\_\_\_\_\_

Social Services Agency \_\_\_\_\_

**You are eligible for your position because you are**

**X      A resident of the City or County and are**

Elderly \_\_\_\_\_X\_\_\_\_\_

Disabled \_\_\_\_\_

A Caretaker for a Disabled person \_\_\_\_\_

**Or**

Employed in Social Services in the Tri Valley \_\_\_\_\_

1. Do you or your clients use Dial-A-Ride? If yes, how often?

No

2. Do you or your clients use Fixed Route service? If yes, how often?

While working for the State, I used BART both ways to go and come back from office

3. In a single statement, why do you want to be on this committee?

To help TAAC to provide better service to City residents, which will reduce car rental, reduce congestion on the roads and reduce carbon Foot prints.

4. What skills and knowledge do you feel you bring to this committee?

1. Past member Alameda County Grand Jury
2. 5 years as Commissioner in Alameda County Library, Fremont
3. 5 years as Judge in Alameda County Science & Engineering Fair
- 4 Working as Volunteer in Alameda county Superior court, Dublin Office
5. President of Home Owners Association for 9 years

5. Will you be able to attend meetings during regular business hours? How flexible is your schedule?

Being Retired, I can attend meetings anytime, but with notice.

6. Please include any additional information that may assist the decision making process.

Have good experience in looking at Projects and analyzing them.



**AGENDA  
ITEM 8**

## **June 2023 Executive Director's Report**

### **Projects and Services**

#### **Upcoming Community Events**

Again this year, Wheels will be participating in the Livermore Rodeo Parade. The parade is set for Saturday June 10 at 10 am in downtown Livermore. We will have both our historic Rideo bus and our Memorial Madden Cruiser as entries in the parade.

The Alameda County Fair starts on Friday June 16 and runs through July 9. We will be operating our Route 52 shuttle from the Dublin/Pleasanton BART Station to the fairgrounds on every day the fair is open. In addition, the Memorial Madden Cruiser will once again be on display during the entire run of the fair. The bus will be on display in the same location as last year, in front of the entrance to the horse track.

#### **Wheelchair Securement Training**

In an effort to mitigate safety related incidents and improve upon the fundamentals of mobility device securement, staff have implemented a mobility device securement and collision avoidance obstacle course at the Atlantis Yard. As part of this course, Operators are required to navigate multiple obstacles, deploy a wheelchair ramp, and successfully board and secure a mobility device. Operators receive refresher training on the principles of properly securing mobility devices using both three point and four point tie down systems on different types of mobility devices.

### **Finance and Administration**

#### **Conferences**

Staff attended the California Transit Association (CTA) Legislative Conference in Sacramento May 15-16, 2023. Staff also attended the American Public Transportation Association (APTA) CEO Conference in Houston May 19-20.

This year's APTA Annual Conference, taking place in Orlando, Florida from October 8-11, is also an EXPO featuring vendors from across the industry. Board Members are encouraged to attend.

#### **Executive Coaching**

Staff have engaged with Insight Strategies, a well-known and highly recommended leadership and coaching consulting firm who will be working with the Executive Team on individualized coaching. Additionally, Insight will conduct a staff assessment in order to identify goals for leadership. The Board will be involved in the Executive Director's coaching and will be looked at to provide feedback on goals and performance.

### Upcoming Procurements

Legal RFP: The LAVTA Contract with our legal counsel Hanson Bridgett is expiring and staff are working to release an RFP in June.

### Attachments:

1. Staff Report Calendar FY23

## LAVTA COMMITTEE ITEMS - June 2023 - October 2023

### Finance & Administration Committee

#### June

Minutes

Treasurers Report

Action

Info

X

X

#### July

Minutes

Treasurers Report

\*Typically July committee meetings are cancelled

Action

Info

X

X

#### August

Minutes

Treasurers Report

Action

Info

X

X

#### September

Minutes

Treasurers Report

Action

Info

X

X

#### October

Minutes

Treasurers Report

Annual Comprehensive Financial Report (ACFR)

TDA Triennial Audit (last in '19)

Action

Info

X

X

X

X

## LAVTA COMMITTEE ITEMS - June 2023 - October 2023

### Projects & Services Committee

#### June

Minutes

Action

Info

X

Wheels In Motion Update

X

Clipper Start Program Extension

X

#### July

Minutes

Action

Info

X

\*Typically July committee meetings are cancelled

#### August

Minutes

Action

Info

X

Fixed Route Customer Satisfaction Survey

X

#### September

Minutes

Action

Info

X

#### October

Minutes

Action

Info

X

Winter Service Changes (effective February)

X