

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

FINANCE and ADMINISTRATION COMMITTEE MEETING / COMMITTEE OF THE
WHOLE

COMMITTEE MEMBERS

LAUREEN TURNER - CHAIR
JERRY PENTIN - VICE CHAIR

DON BIDDLE

DATE: Tuesday, May 26, 2015
PLACE: Diana Lauterbach Room LAVTA Offices
1362 Rutan Court, Suite 100, Livermore
TIME: 4:00 p.m.

AGENDA

1. Call to Order

2. Meeting Open to Public

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

3. Minutes of the April 28, 2015 Meeting of the F&A Committee

Recommendation: Approval

4. Treasurer's reports for April 2015

Recommendation: Staff recommends submitting the attached April 2015 Treasurer's Report to the Board for approval.

5. Quarterly Grants Update

Recommendation: Information only.

6. LAVTA's Capital and Operating Budget for FY 2016

Recommendation: Review the final Operating and Capital Budget for FY 2016 and recommend to the Board for approval. Resolution 22-2015.

7. Resolution Authorizing Investment of Livermore Amador Valley Transit Authority (LAVTA) Monies in the State of California Local Agency Investment Fund (LAIF)

Recommendation: Forward a recommendation to the Board of Directors to adopt the attached Resolution 23-2015 reauthorizing investment of LAVTA monies in LAIF.

8. Preview of Upcoming F&A Committee Agenda Items

9. Matters Initiated by Committee Members

10. Next Meeting Date is Scheduled for: June 23, 2015

11. Adjourn

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.

In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.

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

<i>/s/ Diane Stout</i>	<i>5/20/15</i>
<i>LAVTA Administrative Services Department</i>	<i>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:
Executive Director
Livermore Amador Valley Transit Authority
1362 Rutan Court, Suite 100
Livermore, CA 94551
Fax: 925.443.1375
Email : frontdesk@lavta.org

AGENDA

ITEM 3



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

FINANCE and ADMINISTRATION COMMITTEE MEETING / COMMITTEE OF THE
WHOLE

COMMITTEE MEMBERS

LAUREEN TURNER - CHAIR **DON BIDDLE**
JERRY PENTIN - VICE CHAIR

DATE: Tuesday, April 28, 2015
PLACE: Diana Lauterbach Room LAVTA Offices
 1362 Rutan Court, Suite 100, Livermore
TIME: 4:00 p.m.

MINUTES

1. Call to Order

Committee Chair Lauren Turner called the meeting to order at 4:00pm.

Members Present

Don Biddle, Councilmember, City of Dublin
Lauren Turner – Vice Mayor, City of Livermore
Karla Brown, Vice Mayor, City of Pleasanton

Members Absent

Jerry Pentin, Councilmember, City of Pleasanton

2. Meeting Open to Public

None.

3. Minutes of the March 24, 2015 Meeting of the F&A Committee

Approved: Biddle/Turner
Aye: Turner, Biddle
No: None
Abstain: Brown

4. Treasurer's reports for March 2015

The Finance & Administration Committee recommend submitting the attached March 2015 Treasurer's Report to the Board for approval.

Approved: Brown/Biddle
Aye: Brown, Turner, Biddle
No: None

5. Declaration of Surplus Property in Compliance with LAVTA Policy for Disposition of Surplus Property

The Finance & Administration Committee forward a recommendation to the Board of Directors declaring as surplus four (4), 2008 El Dorado cut-away buses, and to authorize their disposal through a method consistent with LAVTA's Policy for Disposition of Surplus Property.

Approved: Biddle/Brown
Aye: Turner, Biddle, Brown
No: None

6. Approval of Resolutions Authorizing Staff to Apply for TDA, STA, and Measure B Funds for Fiscal Year 2015-2016.

The Finance & Administration Committee recommends forwarding to the Board for approval Resolutions 19-2015, 20-2015, and 21-2015 authorizing the filing of a claim with MTC for Allocation of TDA Article 4.0, 4.5, and STA Funds for Fiscal Year 2015-2016; approve authorization for the Authority to file a claim with Alameda County Transportation Commission for Measure B Funds for the Fiscal Year 2015-2016.

Approved: Brown/Biddle
Aye: Brown, Turner, Biddle
No: None

7. LAVTA's Preliminary Budget for FY 2016

Staff presented to the committee the preliminary Operating & Capitol Budget for FY16. The proposed Budget will be presented to the full Board of Directors in May, discussed again at F&A in late May, and be presented for final approval by the Board in June.

8. Ten-Year Financial Projections FY 2015-2025

Staff presented the updated Ten-Year Financial Projection FY2015-2025 in conjunction with the preliminary FY 2016 Budget for review. This item was for information only.

9. Preview of Upcoming F&A Committee Agenda Items

10. Matters Initiated by Committee Members

None.

11. Next Meeting Date is Scheduled for: May 26, 2015

12. Adjourn

Meeting adjourned at 4:27pm.

AGENDA

ITEM 4



S T A F F R E P O R T

SUBJECT: Treasurer's Report for April 2015
 FROM: Tamara Edwards, Finance and Grants Manager
 DATE: May 26, 2015

Action Requested

Review and approve the LAVTA Treasurer's Report for April 2015

Discussion

Cash accounts:

Our petty cash account (101) continues to carry a balance of \$500, 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, 2015	\$8,138,043.43
Payments made	\$1,382,267.66
Deposits made	\$1,390,658.79
Transfer from General Checking	\$200,000.00
Ending balance April 30, 2015	\$8,346,434.56

Farebox account activity (106):

Beginning balance April 1, 2015	\$200,358.82
Deposits made	\$75,511.38
Transfer to General Checking	\$200,000.00
Ending balance April 30, 2015	\$7,5870.20

LAIF investment account activity (135):

Beginning balance April 1, 2015	\$2,137,436.70
Third Quarter Interest Earned	\$1,371.27
Ending balance April 30, 2015	\$2,138,807.97

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 83.33%. The agency is at 73.55% overall.

Operating Revenues Summary:

While expenses are at 73.55%, revenues are at 94.9%, providing for a healthy cash flow for the agency.

Recommendation

Staff recommends submitting the attached April 2015 Treasurer's Report to the Board for approval.

Attachments:

1. April 2015 Treasurer's Report

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
BALANCE SHEET
FOR THE PERIOD ENDING:
April 30, 2015**

ASSETS:

101 PETTY CASH	500
102 TICKET SALES CHANGE	240
105 CASH - GENERAL CHECKING	8,346,435
106 CASH - FIXED ROUTE ACCOUNT	75,870
120 ACCOUNTS RECEIVABLE	206,721
135 INVESTMENTS - LAIF	2,140,182
150 PREPAID EXPENSES	20,950
160 OPEB ASSET	247,104
170 INVESTMENTS HELD AT CALTIP	200,067
111 NET PROPERTY COSTS	48,078,345

TOTAL ASSETS**59,316,413****LIABILITIES:**

205 ACCOUNTS PAYABLE	367,090
211 PRE-PAID REVENUE	1,257,089
22000 FEDERAL INCOME TAXES PAYABLE	(30)
22010 STATE INCOME TAX	(18)
22020 FICA MEDICARE	(4)
22050 PERS HEALTH PAYABLE	0
22040 PERS RETIREMENT PAYABLE	(0)
22030 SDI TAXES PAYABLE	(1)
22070 AMERICAN FIDELITY INSURANCE PAYABLE	78
22090 WORKERS' COMPENSATION PAYABLE	15,791
22100 PERS-457	0
22110 Direct Deposit Clearing	0
23103 INSURANCE CLAIMS PAYABLE	114,611
23102 UNEMPLOYMENT RESERVE	20,000

TOTAL LIABILITIES**1,774,605****FUND BALANCE:**

301 FUND RESERVE	6,061,017
304 GRANTS, DONATIONS, PAID-IN CAPITAL	48,078,345
30401 SALE OF BUSES & EQUIPMENT	89,590
FUND BALANCE	3,312,856

TOTAL FUND BALANCE**57,541,808****TOTAL LIABILITIES & FUND BALANCE****59,316,413**

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
REVENUE REPORT
FOR THE PERIOD ENDING:
April 30, 2015**

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
4010100	Fixed Route Passenger Fares	1,603,894	119,246	1,320,867	283,027	82.4%
4020000	Business Park Revenues	141,504	14,448	122,521	18,983	86.6%
4020500	Special Contract Fares	273,775	1,215	121,891	151,884	44.5%
4020500	Special Contract Fares - Paratransit	33,600	2,086	18,496	15,104	55.0%
4010200	Paratransit Passenger Fares	155,050	15,697	158,928	(3,878)	102.5%
4060100	Concessions	38,500	2,024	31,610	6,890	82.1%
4060300	Advertising Revenue	115,000	0	115,000	-	100.0%
4070400	Miscellaneous Revenue-Interest	2,000	1,371	4,042	(2,042)	202.1%
4070300	Non transportation revenue	0	30,002	30,002	(30,002)	100.0%
4090100	Local Transportation revenue (TFCA RTE B	-	9,231	81,876	(81,876)	100.0%
4099100	TDA Article 4.0 - Fixed Route	8,689,230	0	8,689,230	-	100.0%
4099500	TDA Article 4.0-BART	82,640	0	71,819	10,821	86.9%
4099200	TDA Article 4.5 - Paratransit	123,138	0	92,704	30,434	75.3%
4099600	Bridge Toll- RM2	580,836	0	290,418	290,418	50.0%
4110100	STA Funds-Paratransit	74,130	0	32,443	41,687	43.8%
4110500	STA Funds- Fixed Route BART	516,756	0	501,421	15,335	97.0%
4110100	STA Funds-pop	887,213	0	887,213	-	100.0%
4110100	STA Funds- rev	414,113	0	414,113	-	100.0%
4110100	STA Funds- Lifeline	-	0	0	-	#DIV/0!
4130000	FTA Section 5307 Preventative Maint.	196,984	0	497,523	(300,539)	252.6%
4130000	FTA Section 5307 ADA Paratransit	306,948	0	308,756	(1,808)	100.6%
4130000	FTA 5304	-	0	0	-	#DIV/0!
4130000	FTA JARC and NF	10,000	0	83,361	(73,361)	833.6%
4130000	FTA 5311	-	0	0	-	#DIV/0!
4640500	Measure B Gap	-	0	0	-	#DIV/0!
4640500	Measure B Express Bus	1,000,000	0	715,133	284,867	71.5%
4640100	Measure B Paratransit Funds-Fixed Route	786,391	53,437	643,935	142,456	81.9%
4640100	Measure B Paratransit Funds-Paratransit	145,934	9,916	119,645	26,289	82.0%
TOTAL REVENUE		16,177,636	258,674	15,352,946	824,690	94.9%

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
OPERATING EXPENDITURES
FOR THE PERIOD ENDING:
April 30, 2015**

	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
501 02 Salaries and Wages	\$1,198,947	\$81,737	\$855,898	\$343,049	71.39%
502 00 Personnel Benefits	\$729,014	\$38,606	\$571,161	\$157,853	78.35%
503 00 Professional Services	\$528,933	\$13,934	\$154,555	\$374,378	29.22%
503 05 Non-Vehicle Maintenance	\$541,489	\$18,398	\$360,461	\$181,028	66.57%
503 99 Communications	\$5,000	\$421	\$2,938	\$2,062	58.75%
504 01 Fuel and Lubricants	\$1,669,380	\$84,922	\$836,277	\$833,103	50.10%
504 03 Non contracted vehicle maintenance	\$2,500	\$845	\$12,387	(\$9,887)	495.49%
504 99 Office/Operating Supplies	\$17,000	\$1,760	\$27,071	(\$10,071)	159.24%
504 99 Printing	\$78,000	\$3,044	\$52,478	\$25,522	67.28%
505 00 Utilities	\$278,300	\$14,454	\$188,424	\$89,876	67.71%
506 00 Insurance	\$559,591	\$926	\$388,523	\$171,068	69.43%
507 99 Taxes and Fees	\$152,000	\$15,334	\$96,016	\$55,984	63.17%
508 01 Purchased Transportation Fixed Route	\$8,626,280	\$713,138	\$7,021,664	\$1,624,616	81.40%
2-508 01 Purchased Transportation Paratransit	\$1,531,840	\$141,665	\$1,215,485	\$316,355	79.35%
509 00 Miscellaneous	\$60,362	\$1,289	\$47,838	\$12,524	79.25%
509 02 Professional Development	\$49,200	\$1,328	\$25,941	\$23,259	52.73%
509 08 Advertising	\$145,000	\$6,187	\$37,814	\$107,186	26.08%
TOTAL	\$16,172,836	\$1,137,989	\$11,894,929	\$4,297,907	73.55%

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 1 of 2)
FOR THE PERIOD ENDING:
April 30, 2015**

ACCOUNT	DESCRIPTON	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
REVENUE DETAILS						
4090594	TDA (office and facility equip)	50,000	0	155,677	(105,677)	311.35%
4090194	TDA Shop repairs and replacement	8,500	0	0	8,500	0.00%
4091794	Bus stop improvements	4,500	0	4,379	121	97.31%
4090994	Radio upgrades	26,759	0	26,759	0	100.00%
	TDA 511 Integration	30,000	0	0	30,000	0.00%
	TDA Bus replacement	4,000,000	0	0	4,000,000	0.00%
	TDA IT Upgrades and Replacements	9,000	0	0	9,000	0.00%
409??94	TDA (Transit Capital)	100,000	0	0	100,000	0.00%
4092093	TDA prior year (Major component rehab)	440,000	0	8,125	431,875	1.85%
4111700	PTMISEA Shelters and Stops	240,000	0	0	240,000	0.00%
	Prob 1B Security upgrades	73,472	0		73,472	0.00%
4131700	FTA NF Stops and Shelter	88,000	0	40,949	47,051	46.53%
4130400	FTA BRT	17,850	0	0	17,850	0.00%
4130200	FTA 5309 (Facility)	192,381	0	1,025	191,356	0.53%
	TOTAL REVENUE	5,280,462	-	236,914	5,043,548	4.49%

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
 CAPITAL REVENUE AND EXPENDITURE REPORT (Page 2 of 2)
 FOR THE PERIOD ENDING:
 April 30, 2015

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
EXPENDITURE DETAILS						
CAPITAL PROGRAM - COST CENTER 07						
5550107	Shop Repairs and replacement	8,500	0	0	8,500	0.00%
5550207	New MOA Facility (Satelite Facility)	192,381	0	1,025	191,356	0.53%
5550407	BRT	20,000	2,000	39,900	(19,900)	199.50%
5550607	511 Integration	30,000	0	8,125	21,875	27.08%
5550507	Office and Facility Equipment	50,000	0	160,317	(110,317)	320.63%
5550907	IT Upgrades and replacement	9,000	0	26,759	(17,759)	297.33%
555??07	Transit Capital	100,000	0	0	100,000	0.00%
5552407	Security upgrades	73,472	0	38,135	35,337	51.90%
5551707	Bus Shelters and Stops	328,000	0	119,372	208,628	36.39%
5552007	Major component rehab	440,000	0	0	440,000	0.00%
	Bus replacement	4,000,000	0	0	4,000,000	0.00%
	TOTAL CAPITAL EXPENDITURES	5,251,353	2,000	393,633	4,857,720	7.50%
	FUND BALANCE (CAPITAL)	29109.00	(2,000)	(156,720)		
	FUND BALANCE (CAPTIAL & OPERATING)	29,109.00	(879,910)	3,312,856		

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

www.treasurer.ca.gov/pmia-laiif/laiif.asp
May 01, 2015

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

PMIA Average Monthly Yields

Account Number:
80-01-002

// Tran Type Definitions

April 2015 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
4/15/2015	4/14/2015	QRD	1464499	SYSTEM	1,371.27

Account Summary

Total Deposit:	1,371.27	Beginning Balance:	2,138,228.24
Total Withdrawal:	0.00	Ending Balance:	2,139,599.51

REPORT.: Apr 30 15 Thursday
 RUN....: Apr 30 15 Time: 13:03
 Run By.: Linda White

LAVTA
 Cash Disbursement Detail Report
 Check Listing for 04-15 Bank Account.: 105

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

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information-----	
							Invoice #	Description
H5238	04/03/15	EFT01	ELECTRONIC FUND TRANFERS	6013.31	.00	6013.31	20150403H	20150403 FIT, FICA-M, FIC
H5239	04/03/15	EMP01	EMPLOYMENT DEVEL DEPT	1895.67	.00	1895.67	20150403H	20150403 SIT, SDI PAYPER
H5240	04/03/15	DIR02	DIRECT DEPOSIT OF PAYROLL	31212.43	.00	31212.43	20150403H	20150403 DIR DEP PAY PER
H5241	04/03/15	PER04	CALPERS RETIREMENT SYSTEM	307.69	.00	307.69	20150403H	20150403 CALPERS 457 CONT
H5242	04/03/15	PER01	PERS	1447.11	.00	1447.11	20150403NH	20150403N CALPERS RETIRE
H5243	04/03/15	PER01	PERS	5436.23	.00	5436.23	20150403CH	20150403C CALPERS RETIRE
H5244	04/10/15	USB01	U S BANK	9332.95	.00	9332.95	MAR2015H	MARCH 2015 BANK CARD CHAR
H5245	04/10/15	BAN03	BANKCARD CENTER	357.41	.00	357.41	MAR2015H	MAR 2015 MASTER CARD CHAR
H5246	04/10/15	VSP01	VSP	424.44	.00	424.44	APR2015H	APR 2015 VISION INSURANCE
H5247	04/10/15	AME06	AMERICAN FIDELITY ASSURAN	1061.66	.00	1061.66	FSA042015H	FSA042015 FLEXIBLE SPENDI
H5248	04/10/15	AME06	AMERICAN FIDELITY ASSURAN	633.31	.00	633.31	SUPPL0420H	SUPPL04-2015 SUPPLEMENTAL
H5249	04/07/15	PER03	CAL PUB EMP RETIRE SYSTEM	25433.73	.00	25433.73	APRIL2015H	APRIL2015 CALPERS HEALTH
H5250	04/02/15	MER01	MERCHANT SERVICES	251.93	.00	251.93	MOA MAR15H	MOA MAR 2015 BANK CARD S/
H5251	04/02/15	MER01	MERCHANT SERVICES	169.89	.00	169.89	TC MAR15H	TC MAR2015 BANK CARD S/C
H5252	04/02/15	PAC02	PACIFIC GAS AND ELECTRIC	119.09	.00	119.09	764031615H	764031615 #7649646868-7 D
H5253	04/03/15	PAC02	PACIFIC GAS AND ELECTRIC	1696.05	.00	1696.05	900031715H	900031715 #9007202117-4 M
H5254	04/17/15	PAC02	PACIFIC GAS AND ELECTRIC	1257.90	.00	1257.90	606033115H	606033115 #6062256368-6 A
H5255	04/10/15	PAC02	PACIFIC GAS AND ELECTRIC	438.67	.00	438.67	726032515H	726032415 #7264840356-5 B
H5256	04/20/15	PAC02	PACIFIC GAS AND ELECTRIC	4937.26	.00	4937.26	580040215H	580040215 #5809326332-3 M
H5257	04/03/15	PAC02	PACIFIC GAS AND ELECTRIC	521.24	.00	521.24	980031715H	980031715 #9800031052-8 T
H5258	04/01/15	CIT07	CITY OF LIVERMORE - WATER	39.70	.00	39.70	361031815H	361031815 #139361-00 ATLS
H5259	04/01/15	CIT07	CITY OF LIVERMORE - WATER	39.70	.00	39.70	399031815H	399031815 #139399-00 ATL
H5260	04/15/15	CAL04	CALIFORNIA WATER SERVICE	85.76	.00	85.76	475040115H	475040115 #4755555555 MOA
H5261	04/16/15	CAL04	CALIFORNIA WATER SERVICE	56.98	.00	56.98	461040215H	461040215 #4616555555 TC
H5262	04/16/15	CAL04	CALIFORNIA WATER SERVICE	34.77	.00	34.77	361040215H	361040215 #3616555555 TC I
H5263	04/15/15	CAL04	CALIFORNIA WATER SERVICE	85.76	.00	85.76	575040115H	575040115 #5755555555 CON
H5264	04/02/15	CAL04	CALIFORNIA WATER SERVICE	60.09	.00	60.09	019031915H	019031915 #0198655555 RUT
H5265	04/02/15	CAL04	CALIFORNIA WATER SERVICE	303.22	.00	303.22	909031915H	909031915 #9098655555 MOA
H5266	04/15/15	CAL04	CALIFORNIA WATER SERVICE	64.32	.00	64.32	257040115H	257040115 #257555555555 TC
H5267	04/10/15	VER01	VERIZON WIRELESS	187.20	.00	187.20	974275867H	9742758674 AGENCY CELL PH
H5268	04/02/15	WHI06	LINDA WHITE	33.96	.00	33.96	032015COSH	03-2015 COSTCO PURCHASES
H5269	04/10/15	KUL01	KADRI KULM	142.00	.00	142.00	PERD04201H	PER DIEM 04-2015 FISH CAM
H5270	04/10/15	MOC01	DENNIS MOCHON	77.63	.00	77.63	MAR2015H	MAR 2015 EXPENSE REIMBURS
H5271	04/10/15	MVT01	MV TRANSPORTATION, INC.	27426.99	.00	27426.99	59384H	59384 FEB. 2015 SERVICE
H5273	04/10/15	OAK01	OAKS BUSINESS PK OWNERS	3606.00	.00	3606.00	QTR2-2015H	QTR2-2015 BUSINESS PARK Q
H5274	04/10/15	TAX91	VIVIAN MARIE MILLER	56.09	.00	56.09	3/20-3/31H	3/20-3/31/2015 PARA-TAXI
H5275	04/10/15	TAX98	ROHAN NG	200.00	.00	200.00	3/2-3/20H	3/2-3/20/2015 PARA-TAXI R
H5276	04/10/15	TAX67	CHRISTEL RAGER	156.40	.00	156.40	3/5-3/31H	3/5-3/31/2015 PARA-TAXI R
H5278	04/10/15	TAX72	JUSTIN HART	145.99	.00	145.99	3/1-3/28H	3/1-3/28/2015 PARA-TAXI R
H5279	04/17/15	STA04	STATE BOARD OF	1687.66	.00	1687.66	QTR1 2015H	QTR1 2015 UNDERGRD STG TA

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information-----	
							Invoice #	Description
H5280	04/17/15	STA05	STATE BOARD OF EQUAL	867.54	.00	867.54	QTR1 2015H	QTR1 2015 EXEMPT BUS OPS
H5281	04/17/15	DIR02	DIRECT DEPOSIT OF PAYROLL	29259.26	.00	29259.26	20150417H	20150417 PAYROLL DIR DEP
H5282	04/17/15	PER04	CALPERS RETIREMENT SYSTEM	307.69	.00	307.69	20150417H	20150417 CALPERS 457 CONT
H5283	04/17/15	PER01	PERS	5436.23	.00	5436.23	20150417CH	20150417C CALPERS RETIRE
H5284	04/17/15	PER01	PERS	1174.68	.00	1174.68	20150417NH	20150417N CAL PERS RETIRE
H5285	04/17/15	EFT01	ELECTRONIC FUND TRASFERS	5765.53	.00	5765.53	20150417H	20150417 FIT, FICA-M, FIC
H5286	04/17/15	EMP01	EMPLOYMENT DEVEL DEPT	1810.75	.00	1810.75	20150417H	20150417 SIT, SDI PAYPER
H5287	04/24/15	STA01	STATE COMPENSATION FUND	1239.92	.00	1239.92	MAY2015H	MAY 2015 W-C PREMIUM
H5288	04/24/15	STA13	STAPLES CREDIT PLAN	128.44	.00	128.44	MAR-APR15H	MAR-APR 2015 SUPPLIES
H5289	04/17/15	PER01	PERS	850.00	.00	850.00	GASB68-NEH	GASB68-RETIRE NEW FY15
H5290	04/17/15	PER01	PERS	850.00	.00	850.00	GASB68-CLH	GASB68-RETIRE CLASSIC FY1
H5291	04/15/15	MVT01	MV TRANSPORTATION, INC.	320220.00	.00	320220.00	59751H	59751 INSTALL #1 APRIL 20
H5293	04/22/15	EMP01	EMPLOYMENT DEVEL DEPT	9.20	.00	9.20	QTR1 2015H	QTR1 2015 ADD'L DEPOSIT
H5294	04/22/15	EFT01	ELECTRONIC FUND TRASFERS	34.35	.00	34.35	QTR1 2015H	QTR1 2015 ADD'L DEPOSIT
H5295	04/24/15	MVT01	MV TRANSPORTATION, INC.	24124.55	.00	24124.55	ATL FY15H	ATLANTIS FY15 SERVICES JU
H5296	04/24/15	TAX87	DELORES M. POWLEY	90.10	.00	90.10	12/10/14-H	12/10/14-4/16/2015 PARA-T
H5297	04/24/15	TAX91	VIVIAN MARIE MILLER	68.21	.00	68.21	3/31-4/16H	3/31-4/16/2015 PARA-TAXI
H5298	04/29/15	WHI06	LINDA WHITE	42.85	.00	42.85	APR15COSTH	APR2015 COSTCO SUPPLIES P
H5299	04/30/15	MVT01	MV TRANSPORTATION, INC.	320220.00	.00	320220.00	59752H	59752 INSTALL #2 APRIL 20
H5300	04/24/15	DOT02	DOTTO GLASS INC	2000.00	.00	2000.00	222906H	222906 PO5105 RAPID SHEL
H5301	04/30/15	BID01	DON BIDDLE	300.00	.00	300.00	APRIL2015H	APRIL 2015 BOD STIPEND
H5302	04/30/15	BRO03	KARLA SUE BROWN	300.00	.00	300.00	APRIL2015H	APRIL 2015 BOD STIPEND
H5303	04/30/15	HAG01	SCOTT HAGGERTY	200.00	.00	200.00	APRIL2015H	APRIL 2015 BOD STIPEND
H5304	04/30/15	HAU01	DAVID HAUBERT	100.00	.00	100.00	APRIL2015H	APRIL 2015 BOD STIPEND
H5305	04/30/15	PEN01	JERRY PENTIN	100.00	.00	100.00	APRIL2015H	APRIL 2015 BOD STIPEND
H5306	04/30/15	SPE04	STEVEN G. SPEDOWFSKI	100.00	.00	100.00	APRIL2015H	APRIL 2015 BOD STIPEND
H5307	04/30/15	TUR01	LAUREEN TURNER	200.00	.00	200.00	APRIL2015H	APRIL 2015 BOD STIPEND
018415	04/10/15	ALA10	ALAMEDA COUNTY CLERK	50.00	.00	50.00	FY16ENVEX	FY16 ENVIRONMENTAL EXEMPT
018416	04/10/15	ART02	ARTS & SECURITY LOCKSMITH	192.27	.00	192.27	72942	72942 PO5080 REP LOCK DRI
018417	04/10/15	ATT03	AT&T	888.82	.00	888.82	785085720	7850857201 #171.795.7615
018418	04/10/15	CAL13	CALIFORNIA TRANSIT	3117.69	.00	3117.69	06-2015MA	06-2015 MARCH INS CLAIMS
018419	04/10/15	CIT06	CITY OF LIVERMORE SEWER	176.78 39.70 88.11	.00 .00 .00	176.78 39.70 88.11	BW031715 TC031715 MOA031715	BW031715 #138143-00 MOA B TC031715 #133389-00 TC SE MOA031715 ACCT. #133294-0
			Check Total.....:	304.59	.00	304.59		
018420	04/10/15	CLA02	CLARK PEST CONTROL	90.00	.00	90.00	16799286	16799286 PO4647 ATLANTIS
018421	04/10/15	DIT01	DIABLO INDUSTRIAL TOOL CO	1439.66	.00	1439.66	28578	28578 PO4974 REP/REBLD HY
018422	04/10/15	EDW02	CHARLES S. EDWARDS	85.00	.00	85.00	20150330	20150330 TEMP STAFFING, D
018423	04/10/15	EME01	EMERALD LANDSCAPE CO INC	1155.00	.00	1155.00	258204	258204 PO4718 LANDSCAPE M
018424	04/10/15	GLO01	GLOBE TICKET AND LABEL	2426.34	.00	2426.34	303939	303939 PO5014 25,000 FARE
018425	04/10/15	HAN01	HANSON BRIDGETT MARCUS	4304.30	.00	4304.30	1138165	1138165 LEGAL - ADMIN JAN

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information-----	
							Invoice #	Description
018426	04/10/15	HOT01	HOTSYPACIFIC	1016.61	.00	1016.61	43534	43534 PO5051R REP PRESSUR
				1290.04	.00	1290.04	43536	43536 PO5082 REP STORAGE
				823.95	.00	823.95	43656	43656 PO5090 CLEAN FLOAT
				1215.50	.00	1215.50	43668	43668 PO5095 REPL GFICI &
				Check Total.....:			4346.10	.00
018427	04/10/15	JTH01	J. THAYER COMPANY	85.72	.00	85.72	937107-0	937107-0 SUPPLIES DELIVER
018428	04/10/15	KKI01	ALPHA MEDIA II LLC	4605.00	.00	4605.00	IN-115037	IN-1150374707 PO4696 RADI
018429	04/10/15	L&D01	L&D PRINTING INC	240.59	.00	240.59	43622	43622 PO5054 FRAUD PROOF
018430	04/10/15	LIV10	LIVERMORE SANITATION INC	2247.48	.00	2247.48	591185	591185 MOA DUMPSTERS MARC
018431	04/10/15	MRM06	MR ROOTER PLUMBING	268.73	.00	268.73	30600	30600 PO5097 REPL FAUCET
018432	04/10/15	OFF01	OFFICE DEPOT	43.49	.00	43.49	726101297	726101297001 SUPPLIES DEL
				10.34	.00	10.34	762101385	762101385001 SUPPLIES DEL
				52.04	.00	52.04	763490253	763490253001 SUPPLIES DEL
				103.40	.00	103.40	763767233	763767233001 SUPPLIES DEL
				18.06	.00	18.06	763767329	763767329001 SUPPLIES DEL
Check Total.....:			227.33	.00	227.33			
018433	04/10/15	SCF01	SC FUELS	14733.43	.00	14733.43	2717557	2717557 PO4925 DIESEL DEL
				15864.56	.00	15864.56	2724042	2724042 PO4925 DIESEL DEL
				16291.91	.00	16291.91	2726880	2726880 PO4925 DIESEL DEL
Check Total.....:			46889.90	.00	46889.90			
018434	04/10/15	TX112	DARRELL DION	40.00	.00	40.00	2/11-3/22	2/11-3/22/2015 PARA-TAXI
018435	04/10/15	TX115	LARRY MENDEZ	181.05	.00	181.05	3/2-3/30	3/2-3/30/2015 PARA-TAXI R
018436	04/24/15	ATT02	AT&T	800.58	.00	800.58	6473394	6473394 #C602223457777 SU
				265.89	.00	265.89	6473395	6473395 #925.294.8198 PRI
				Check Total.....:			1066.47	.00
018437	04/24/15	AVI01	AMADOR VALLEY INDUSTRIES	311.71	.00	311.71	485692	485692 PO4731 DUBLIN CAN
018438	04/24/15	BAR02	SF BAY AREA RAPID TRA DIS	2227.50	.00	2227.50	20150424	20150424 BART (200) GREEN
018439	04/24/15	CAL15	CALTRONICS BUSINESS SYS	394.79	.00	394.79	1754598	1754598 PO4880 BIZHUB 650
018440	04/24/15	CIT06	CITY OF LIVERMORE SEWER	39.70	.00	39.70	TC041415	TC041415 #133389-00 TC SE
018441	04/24/15	CLA02	CLARK PEST CONTROL	92.00	.00	92.00	16884419	16884419 PO4953 PEST CONT
018442	04/24/15	DIR01	DIRECT TV	13.00	.00	13.00	255637755	25563775558 PO5021 (2) AD
018443	04/24/15	EME01	EMERALD LANDSCAPE CO INC	125.00	.00	125.00	258708	258708 PO5109 IRRIG REPAI
018444	04/24/15	FED01	FedEx	37.91	.00	37.91	500402083	5 004 02083 SHIPPING 4/3/
018445	04/24/15	GSG01	GSGC INC	1328.92	.00	1328.92	6145-15	6145-15 PO4918 JANITORIAL
				740.96	.00	740.96	6146-15	6146-15 PO4919 JANITORIAL
				Check Total.....:			2069.88	.00
018446	04/24/15	L&D01	L&D PRINTING INC	566.00	.00	566.00	43684	43684 PO5071 DIAL-A-RIDE
018447	04/24/15	LIV10	LIVERMORE SANITATION INC	64.50	.00	64.50	591854	591854 PO5108 PLACEMENT O
018448	04/24/15	NEL01	NELSON\NYGAARD CONSULTING	5680.70	.00	5680.70	63712	63712 COA SERVICES THRU 3
018449	04/24/15	PAC01	AT&T	68.49	.00	68.49	ATA041315	ATA041315 #925.243.9029 2
				289.70	.90	289.70	ATT104111	ATT-1041115 #436.951.0106
				32.29	.00	32.29	CFA040715	CFA040715 #232.351.6260 6
Check Total.....:			390.48	.00	390.48			
018450	04/24/15	PAC11	PACIFIC ENVIROMENTAL SERV	120.00	.00	120.00	2005800	2005800 PO4779 TANK INSPE
				120.00	.00	120.00	2005801	2005801 PO4779 TANK INSPE
Check Total.....:			240.00	.00	240.00			
018451	04/24/15	PAC16	PACIFIC COAST TRANE	853.00	.00	853.00	S73539	S73539 PO5112 REP COOLING

REPORT.: Apr 30 15 Thursday
 RUN....: Apr 30 15 Time: 13:03
 Run By.: Linda White

LAVTA
 Cash Disbursement Detail Report
 Check Listing for 04-15 Bank Account.: 105

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

Check Number	Check Date	Vendor Number	Name	Gross Amount	Discount Amount	Net Amount	-----Payment Information----- Invoice #	Description
018452	04/24/15	PRO02	PROFESSIONAL ELECTRIC	518.00	.00	518.00	1418	1418 PO5115 LAMP REPLACEM
018453	04/24/15	SCF01	SC FUELS	15385.71	.00	15385.71	2732586	2732586 PO5101 DIESEL DEL
018454	04/24/15	SHA02	SHAMROCK OFFICE SOLUTIONS	43.77	.00	43.77	208638	208638 PO4735 MOA - RECEP
018455	04/24/15	SWR01	SWRCB/SW FEES	1632.00	.00	1632.00	SW0099612	SW-0099612 STORM WATER PE
018456	04/24/15	TAX60	ANNA FONG	5.95	.00	5.95	2/25/15	2/25/2015 PARA-TAXI REIMB
018457	04/24/15	TX106	SAROJA IYER	147.50	.00	147.50	3/17-4/15	3/17-4/15/2015 PARA-TAXI
018458	04/24/15	TX108	WILBUR & FLORENCE KRAUS	32.73	.00	32.73	4/14/15	4/14/2015 PARA-TAXI REIMB
H5187A	04/01/15	DEL05	ALLIED ADMIN/DELTA DENTAL	1848.25	.00	1848.25	MAY2015H	MAY 2015 DENTAL INSURANCE
H5272A	04/10/15	MTM01	MEDICAL TRANSPORTATION MA	109400.30	.00	109400.30	FEB2015H	FEB2015 PARA-TRANSIT SERV
H5272B	04/10/15	MTM01	MEDICAL TRANSPORTATION MA	9275.00	.00	9275.00	MTM112016H	MTM-112016 DAR TICKET RED
H5277A	04/10/15	TX116	JACQUELINE POPE-JENKINS	81.60	.00	81.60	3/10-3/30H	3/10-3/30/2015 PARA-TAXI
H5277B	04/10/15	TAX58	LARRY JENKINS	199.75	.00	199.75	3/4-3/20H	2/4-3/20/2015 PARA-TAXI R
H5292A	04/24/15	INT05	INTERSTATE OIL COMPANY	16323.55	.00	16323.55	D18128A-IH	D18128H-IN PO4766 DIESEL
H5292B	04/24/15	INT05	INTERSTATE OIL COMPANY	17777.85	.00	17777.85	D28791A-IH	D28791A-IN PO4766 DIESEL
Cash Account Total.....:				1103267.66	.00	1103267.66		
Total Disbursements.....:				1103267.66	.00	1103267.66		

AGENDA

ITEM 5



STAFF REPORT

SUBJECT: Quarterly Grants Update
 FROM: Tamara Edwards, Finance & Grants Manager
 DATE: May 26, 2015

Action Requested

Review and forward to the Board of Directors, the FY15 Third Quarter Grants Update.

Discussion

The Board of Directors requested a quarterly update of the budget and grants, based on any significant changes for both revenues and expenses. The budget update was included as part of the reserve analysis for the budget. Therefore, this report will focus on grant updates.

Grants

**Grants Update
 March 2015**

In keeping with our previously introduced system of grant classification for Board Reports, the following report details activity through March 31, 2015.

The charts below reflect active (green), inactive/at risk (yellow) grants, and pending grants (blue). Grants that have been closed, or were not awarded/denied are not shown here.

Inactive/At Risk

None				

Active/Not at Risk

Project Name	Funding Type	Funding Source	Grant Award
Trapeze upgrade (viewpoint)	RM2	MTC	\$74,535
Bus Stop Repair/Replacement	Proposition 1B PTMISEA (Public Transportation	MTC (Metropolitan Transportation Commission),	\$240,910

	Modernization, Improvement, and Service Enhancement Account)	and CalTrans	
Parataxi and Bus Stops	New Freedom	FTA (Federal Transit Administration)	\$104,400, \$88,000 for Pleasanton & Dublin bus shelters and stops One quarters worth of funding in this grant remaining for parataxis (will be replaced by another grant when spent) nothing remaining in the bus stop upgrade line item.
LAVTA Facility Upgrade and Improvements	PTMISEA	Caltrans	\$357,966 Funding received in April 2015
LAVTA Facility F.Y. 2008		FTA	\$326,878.73 Remaining-\$134,000
Rapid Operation	RM2 (Regional Measure 2)	MTC	\$580,836 current F.Y. 20% Farebox Recovery threshold
BRT/Rapid Operation (July 1, 2013-June 30, 2015)	Regional TFCA (Transportation Fund for Clean Air)	BAAQMD (Bay Area Air Quality Management District)	\$109,970
BRT	Small Starts	FTA	\$559,355 in construction funds remaining.
LAVTA Route 10 & Rapid Measure B Express Bus Project	Measure B Express Bus	ACTC (Alameda County Transportation Commission)	\$1,000,000
LAVTA Measure B Countywide Express Bus Service (12v, 20x, 70x; Alameda County portions only)	Measure B Express Bus	ACTC	\$1,000,000
Route 14 Operations	Lifeline/ JARC	CalTrans, MTC	\$150,000

Route 53 ACE Shuttle Service	Local TFCA	ACTC	\$120,000
Route 54 ACE Shuttle Service	Local TFCA	ACTC	\$47,000
Parataxi, Dublin/Pleasanton	New Freedom	MTC/CalTrans	\$10,000
Fleet DVR's	1B Security	CalOES	\$36,696
The Tri-Valley Multi-Modal Access and PDA Connectivity Study	Sustainable Communities Technical Assistance Program/SC-TAP	ACTC (Alameda County Transportation Commission)	\$1,385,000 Project is the hands of ACTC
Local TFCA; Routes 8, 12, 15 (2 Year Cycle)	Local TFCA	ACTC	\$278,000

Pending/Not yet Awarded

Project Name	Funding Type	Funding Source	Amount Requested	Expected Notification
TPI Dublin Boulevard Project (LAVTA Sponsor, City of Dublin and MTC Co-Sponsors)	TPI via FHWA	MTC	\$1,570,000	Working on transitioning the funds from FHWA to FTA
Facility Lighting/ Security Upgrades	Prop 1B Security	CalOES	\$36,696	Waiting on funds
Transit Center upgrades and improvements	PTMISEA/Lifeline	MTC	\$125,625	Pending approval
Rural Route Operating Assistance	FTA 5311	FTA via Caltrans via MTC	\$43,683	June 2015

Future Outlook:

- Both Measure B and BB are expected to have a call for project for GAP and Express Bus funds in the near future.
- ACTC just released the call for projects for TFCA funds for FY 16.

Recommendation

NA – information only.

AGENDA

ITEM 6



S T A F F R E P O R T

SUBJECT: LAVTA's Operating & Capital Budget for FY 2016

FROM: Tamara Edwards, Finance and Grants Manager

DATE: May 26, 2015

Discussion

Attached for your review is the final LAVTA Operating Budget for FY 2016 (July 1, 2015 through June 30, 2016). The operating budget includes revenues and expenses required to operate fixed route and Dial-a-Ride bus services. The total operating budget of \$16,383,345 reflects an overall increase of 1.27% from the FY 2015 budget. Additionally the FY2016 Capital Budget has been enclosed for your review.

Planning for the FY 2016 budget again utilized a system wide approach to clearly align the budget with the mission, vision and goals established in the Strategic Plan.

Operating Budget Provisions

The largest budget line items for LAVTA are purchased transportation and fuel. This year's budget reflects the contracted increase for both Fixed Route and Paratransit. The amount budgeted for fuel for FY16 is the less than the amount budgeted in FY15 and is budgeted at \$3.00 per gallon.

The largest change between the revenues for FY 2015 and FY 2016 is a decrease in Measure B Express Bus funds (the grant expired) and the loss of RM2 funds for the Rapid. The budget does not reflect any grant awards not currently in hand. The reason behind this involves the timing of grant applications and awards. Many awards will be announced after the beginning of the fiscal year, rather than budget based on an assumption of receiving the awards and then backfilling if awards are not received, LAVTA budgets based on what is in hand and then adds additional funds to our reserve account at the end of the year from the grants received. Once grants have been applied for and received staff will update the Board in regard to the additional revenues.

At the meeting, staff will review with the committee the line item budgets for revenues and expenses, highlighting changes from the prior year budget and areas of particular importance.

Recommendation

Review the final Operating and Capital Budget for FY 2016 and recommend to the Board for approval.

Attachments:

1. Operating and Capital Budget FY 2016
2. Resolution 22-2015 Operating and Capital Budget FY2016

Operating & Capital Budget

Fiscal Year 2016



Livermore Amador Valley Transit Authority

www.wheelsbus.com

1362 Rutan Court, Suite 100
Livermore, CA 94551

Office: 925.455.7555

Fax: 925.443.1375



WHEELS
Livermore Amador Valley Transit Authority
Fiscal Year 2016
Budget Message

Summary Outlook for FY16

LAVTA's FY16 Budget is \$16,383,345, which is 1.27% higher than FY15. The draft budget assumes LAVTA will provide 141,200 fixed route service hours and 45,996 paratransit trips. For the sixth consecutive year, no fare increases are proposed. The Budget for FY16 continues to comply with the Board's policy to maintain reserves equivalent to 3-6 months of operating costs.

FY16's major highlight will be the conclusion of the Comprehensive Operational Analysis, which will result in performance base changes to the fixed route system, including a crucial need to improve the Rapid. Additionally, the agency will be conducting its first Long Range Transit Plan that will provide a multi-phase performance based blueprint of improvements for the next 30 years of fixed route service. The implementation of both these plans through a high level of public involvement will allow the agency to provide greater quality service and compete more effectively for discretionary funding in future years.

Medical Transportation Management continues to improve the agency's brokerage paratransit services and continues to deliver a high level of on-time performance and overall service.

LAVTA's capital program will have three areas of focus. First, the much-awaited Clipper Card will be implemented to bring ease of use and consistency across the region. The project will see the continued installation of hardware for the project in early FY16, with complete implementation in mid-FY16. Second, LAVTA has made a 20-bus replacement order that it will take delivery of at the conclusion of the fiscal year. Third, the agency will be advertising an invitation for bids for the purchase and replacement of 20 additional buses for FY17.

As the transit agency enters into FY16, its activities will occur against the backdrop of an economy gaining momentum after the Great Recession. Federal debate over a long-term-year transportation authorization bill will be crucial, as the current bill will expire prior to the close of FY15. State funding for transportation remains relatively flat. However, at the local level the region's Metropolitan Planning Organization will hold Regional Measure 2 funding for the Rapid, derived from bridge toll fees, in reserve until the Rapid performance is corrected. This is a sign of the times in which public transit must focus on improved performance or anticipate a reduction in funding. This hurdle, and the expiration of a non-reoccurring grant, is tempered by the approval of Measure BB, which will provide critical transportation funds well into the future.

FY15 Perspective

Before discussing FY16, it is useful to briefly recap this last year. LAVTA's FY15 Budget was \$16.2 million, which was 3.7% higher than FY14. For the fifth consecutive year, no fare increases were implemented. LAVTA was also able to comply with the Board's policy to maintain reserves equivalent to 3-6 months of operating costs.

FY15's major service highlight was the beginning of a new paratransit contractor, Medical Transportation Management (MTM), who continued LAVTA's brokerage paratransit services. LAVTA also procured the services of a consultant to conduct the fixed route Comprehensive Operational Analysis, with the aim to take a comprehensive look at our bus network and possibly make major structural changes in 2016. Consistent with Board direction, LAVTA made minor changes to its routes and schedules and continued to simplify its service network to make it easier for customers to understand.

The capital program had two areas of focus. First, LAVTA has been working with MTC and other small operators in this area, to implement Clipper in the Wheels system. Equipment has been and will continue to be installed at our maintenance bases and on our buses. Second, LAVTA is continuing to work on the order of twenty electric-hybrid buses scheduled to be received in 2016.

FY15 saw a continuation of the slow economic recovery. Federal discussion over a multi-year transportation authorization bill continues to pose uncertainty. The State revenue outlook remains relatively flat with one source slightly increasing and another slightly decreasing. On the regional level, Measure BB passed and resulted in major new revenues.

Accomplishments in FY15

While the previous section summarizes the financial situation last year, this section describes the work accomplished in FY15. In addition to the on-going workload of the agency, staff was busy this year on the following issues and projects.

Policy Related Matters

- Created and implemented Management Action Plan (MAP)
- Adopted 2015 Legislative Program
- Provided the Board on the On Time Performance Action Plan
- Revised DBE policies

Fixed Route Service

- Completed the service change process and implemented changes in August 2014
- Completed the annual survey to assess customer satisfaction of fixed route services
- Negotiated revised rates for FY15 with MV Transportation
- Continued service to the Livermore July 4 fireworks event
- Provided expanded service to Livermore's ESS program
- Continued service to Pleasanton summer school
- Extended Route 8 service during the Alameda County Fair

Paratransit Service

- Completed the annual survey to assess customer satisfaction of paratransit services
- Completed first full year with new contractor, MTM
- Modified Para-Taxi program
- Updated the Dial-A-Ride Operations Policy

Capital Projects

- Constructed Dublin/Pleasanton ADA bus stop improvements at 11 locations
- Continued work with Livermore staff to relocate the historic train depot

Marketing

- Developed and implemented marketing plan for FY15
- Installed art shelter at Westgate, Lawrence Livermore Lab
- Published Wheels bus books in August 2013
- Completed the Try Transit campaign for middle and high school riders
- Completed the most successful yet Stuff the Bus holiday food drive
- Continued marketing efforts to promote the Rapid and Wheels fixed route service

Audits/Reviews

- Completed the FY14 Financial Audit (CAFR)
- Completed the FTA Triennial Review with two enhanced review modules, and with CalTrans observing

Financial Management

- Implemented 10-year projections in the annual Budget process
- Continued quarterly budget and grants status reports to the Board
- Continued pre-payments to reduce future retiree health obligations
- Received GFOA's Award of Excellence for Financial Reporting for FY14 CAFR

Procurement

- Procured contracts for flooring, painting, ADA bus stop improvements, janitorial services, printing services, website redesign, rebranding study, etc.
- Procured contract for consultant to provide Comprehensive Operational Analysis (COA)
- Continued procurement process with Gillig for future bus purchases

Regional Projects

- Continued participation with MTC and East Bay operators for Clipper implementation
- Participation and partnership with ACTC for Park and Ride Study
- Continued participation in APTA, CTA, and CalACT to promote and protect transit
- Responded to FTA's proposed regulatory proposals regarding ADA Reasonable Modification

Personnel

- Hired new Executive Director, Senior Marketing & Communications Specialist, and Grants & Finance Analyst

Continued to improve agency management practices

Major Features of FY16's Operating Revenues

Looking forward to next year's budget, this section outlines what staff sees forthcoming on the revenue side. LAVTA's primary revenue source is TDA, which is projected by Alameda County's forecasters to increase by slightly.

Another critical revenue source is STA funding. Based on State estimates that STA funds will decline this year, MTC is carrying this projection forward to agencies like LAVTA. The volatile nature of diesel fuel sales and prices underscore that LAVTA has been wise in how we budget our STA revenues. In the past two years, our strategy was to place all STA expected upcoming year's revenues into reserves and base the budget on the previous year's actuals. This strategy has proven to be successful, removing significant risk from our Budget. In FY16, staff recommends that we continue this strategy by placing expected FY16 STA revenues in reserves and spending the FY15 revenues which were distributed to us.

Major Features of FY16's Operating Expenditures

The expenditure budget for FY16 is \$16,383,345, which is \$205,709 more (+1.27%) than the budget for FY15. The escalators in the fixed route contract with MV Transportation (2.75%), the increase in paratransit trip costs from \$31.87 to \$32.51, account for the larger chunks of the budget increase. Similar to the revenue side, LAVTA's expenditure side is also driven by a handful of sources. For example, the O&M contracts, diesel fuel, taxes, utilities, and insurance make up about 80% of LAVTA's expenditures. Major issues regarding expenditures are described below.

O&M Services: FY16 marks the first year of potential extensions that are found in the multi-year contract for fixed route O&M services to MV Transportation, and the second year for paratransit services to MTM. Per the contract bids submitted, the MV costs will escalate 2.75% next year and MTM costs will escalate 2%

Fuel Prices: For FY16, fuel is assumed to be \$3.00 per gallon, which is less than what was assumed last year. Total fuel costs and taxes on fuel are approximately \$1.5 million, or about 6% of total spending.

Personnel Costs: The FY16 budget assumes no changes to the 15 FTEs currently on the staff. As in prior years, LAVTA's directors will continue to implement merit-based increases based on staff's performance evaluations.

Administrative Costs: Staff is proposing a FY16 Budget that keeps most budgeted line items, which staff has some control over, similar to the amounts in the FY15 Budget. Of note are the Comprehensive Operational Analysis and Short and Long Range Plans that will conclude in FY16 and not reoccur in FY17.

Major Features of the Capital Budget

The Capital Budget is not expected to change significantly from last year. Last year, two themes dominated the Capital Budget and these will continue through FY16. They are (1) a continued emphasis on a State of Good Repair (SGR), and (2) the preparation to replace buses in the fleet. In addition, a third theme that is emerging for the coming year is LAVTA's preparation for the implementation of Clipper fare payment system.

LAVTA has accumulated funds so that in 2016-17 we have sufficient local match to replace the 2003-vintage Gillig buses. In 2003, LAVTA received 34 new buses, which will all be approaching the end of their useful lives in the next few years. Accordingly, LAVTA needs to amass significant reserves to finance the replacement of these buses. LAVTA has placed ourselves in the MTC queue to receive federal funds for the bus purchases, and began to scope out optional equipment to specify for our new coaches.

Strategic Plan Guidance and Projects for FY16

The Wheels Strategic Plan establishes an overall vision and mission for Wheels and contains a series of goals and strategies to guide the future development of services and projects. Here's the goals and strategies and projects for FY16 as reviewed by the Board of Directors:

Goal: Service Development

Strategies:

- (1) Provide routes and services to meet current and future demand for timely/reliable transit service.
- (2) Increase accessibility to community, services, senior centers, medical facilities and jobs.
- (3) Optimize existing routes/services to increase productivity and response to MTC projects and studies.
- (4) Improve connectivity with regional transit systems and participate in BART to Livermore project.
- (5) Explore innovative fare policies and pricing options
- (6) Provide routes and services to promote mode shift from personal car to public transit.

Projects:

- (1) Comprehensive Operational Analysis
- (2) Short Range Transit Plan
- (3) Long Range Transit Plan
- (4) Schedule Development
- (5) Fare Analysis
- (6) Bart to Livermore Study (coordination)
- (7) ACTC County Transit Study (coordination)
- (8) ACTC Park & Ride Study (coordination)
- (9) ACTC Goods Movement and Arterial Studies (coordination)
- (10) CCTA I-680 Express Bus Study (coordination)
- (11) Clipper Card Project

Goal: Marketing and Public Awareness

Strategies:

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

Projects:

- (1) Website Redesign
- (2) Social Media Engagement Strategy
- (3) New phone app
- (4) Real time on 511.org
- (5) Install Google Transit Trip Planner
- (6) Upgrade of Onboard Info Stations
- (7) High School Ambassador Program
- (8) Rebranding of Wheels
- (9) Dial-A-Ride Publication
- (10) Dial-A-Ride Customer Service Survey

Goal: Community and Economic Development

Strategies:

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

Projects:

- (1) Employer ECO Pass
- (2) Las Positas College Easy Pass Program
- (3) Measure BB Student Transit Pass Program
- (4) MTC Active Transportation Program Bike Station Project
- (5) LAVTA Economic Value Study
- (6) Livermore Transit Center Historic Train Depot and TOD Development
- (7) City of Livermore Ridership Development Study (coordination)

Goal: Regional Leadership

Strategies:

- (1) Advocate for local regional, state, and federal policies that support mission of Wheels

- (2) Support staff involvement in leadership roles representing regional, state and federal forums
- (3) Promote transit priority initiatives with member agencies
- (4) Support regional initiatives that support mobility convenience

Projects:

- (1) New federal transportation bill with enhanced bus/bus facility program
- (2) State bills (axle weights, Cap N' Trade, enforcement of violations)
- (3) Stand Up 4 Transportation Event
- (4) Queue Jump Repair
- (5) Active Signalization on Dublin Blvd

Goal: *Organizational Effectiveness*

Strategies:

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

Projects:

- (1) On-time Performance Action Plan
- (2) Purchase of Trapeze Viewpoint Software
- (3) Strategic planning with Board of Directors via COA process

Goal: *Fianncial Management*

Strategies:

- (1) Develop budget in accordance with strategic plan
- (2) Explore and develop revenue generating opportunities
- (3) Maintain fiscally responsible long range capital and operating plans

Projects:

- (1) Evaluate the potential for school district funding
- (2) Hire Grant/Project Management Specialist
- (3) Explore leasing opportunities at Atlantis
- (4) Update the 10-year Operating and Capital Plans

Other Noteworthy Projects:

- (1) Bus Shelter Rehabilitation Project

- (2) Bus Purchases
- (3) Atlantis Phases III/IV

Summary

To summarize, this FY16 Budget supports 141,200 hours of fixed route service and 45,996 paratransit trips for next year. The Budget assumes that fares are not raised.

At the end of FY16, the forecast is to have \$8.9 million in reserves. Two components make up the reserve – an operating reserve and a bus replacement reserve. The operating reserve is \$4.9 million, representing 3 months of operating expenses. In January 2009, the Board adopted a policy to gradually build up reserves, targeting a range of 3 to 6 months of operating expenses, and attaining this goal by the end of FY12. The FY12 Budget achieved that goal and the Budgets since then continue to maintain it.

The bus replacement reserve is \$4 million. As stated earlier, this represents funds set aside for the eventual replacement of buses that will occur in 2016-17.

As in prior years' budgets, LAVTA has placed all of its future estimated STA funds (\$1.1 million) into reserves, in order to reduce volatility and uncertainty and to ensure that the level of services and fares can be confidently maintained.

OPERATING REVENUES

LAVTA services are supported by two primary types of operating revenues:

- Revenues generated by the agency either through the provision of transit service (farebox and contract fares) or through supplementary activities such as advertising and ticket concessions.
- Federal, State and Local transportation funding assistance programs including Transportation Development Act (TDA), State Transit Assistance (STA), Federal Transit Administration grants, Bridge Toll Revenues (RM2), Motor Vehicle Registration Surcharge (TFCA), and Measure B sales tax revenue.

A brief description of each budget line item follows:

Passenger Fares

Revenues derived from the farebox are forecast to remain the same as what was budgeted in FY 2015 for fixed route, and paratransit. These forecasts are based on the current running rate for FY 2015.

Revenue is also generated from an agreement with Hacienda Business Park This revenue is expected to remain the same as no changes to the services provided to Hacienda Business Park are expected.

Contract Services

LAVTA receives revenues from the San Joaquin Regional Rail Commission (SJRRC) to subsidize the ACE shuttle service (ACE passengers then ride free). Revenue from an agreement with BART to supply paratransit services to the BART station for connections with East Bay Paratransit are also included as is the revenue from BART Plus.

Concessions, Advertising, Interest and T-Mobile Agreement

LAVTA contracts with Lamar Outdoor Advertising for use of exterior bus advertising space. This year the contract will generate a minimum annual fee of \$115,000. LAVTA will receive approximately \$12,500 from an agreement with ACE to sell train tickets at the transit center and LAVTA will receive a small amount of revenue from the sales of BART tickets at both our front desk and the transit center. Interest is generated on unspent revenue in our LAIF account. The agreement with T-Mobile for the lease of space for a cell tower is for an annual fee of \$26,000.

Transportation Development Act Funds (TDA)

These funds are derived from a ¼ cent sales tax and distributed by the Metropolitan Transportation Commission (MTC) to Alameda County and all of its incorporated cities. LAVTA is eligible for two different programs within this funding source: TDA 4.0 which provides general transit assistance and can be used for capital and operating expenses for both fixed route and paratransit and TDA 4.5 which is exclusively for

paratransit services.

The total amount requested in TDA 4.0 funds for FY2016 is \$9,476,888 additionally the amount requested in TDA 4.5 funds is \$129,379.

LAVTA also receives a portion of BART's TDA 4.0 apportionment to help support feeder service to the Dublin/Pleasanton station. These funds help subsidize Wheels' route 20 to the LLNL, and Wheels' route 12 which serves Las Positas College and the Livermore Transit Center, this year LAVTA will receive \$85,033 from this source.

State Transit Assistance Funds (STA)

STA is distributed to jurisdictions for fixed route service in two ways – as a revenue-based and a population-based subsidy for transit capital and operating needs.

The amount of population based STA requested by LAVTA for 2016 is \$884,220, and LAVTA has requested revenue based STA funding of \$199,577.

Additional STA comes to LAVTA in the form of a paratransit allocation and as part of the feeder bus agreement with BART. LAVTA's apportionment of STA paratransit for FY 16 is \$49,123, and through BART LAVTA will receive \$537,422.

Federal Transit Administration (FTA) Section 5307

FTA Section 5307 funds are distributed by MTC to transit operators in the region. These funds are available to LAVTA to fund bus replacement projects, and ADA paratransit. A provision of FTA legislation allows regional capital funds to be used for ADA paratransit operating purposes. This year's allocation for LAVTA is estimated at \$340,965. These funds are budgeted on a fiscal year lag to account for the difference between the state and federal fiscal year's and the grant processing cycle time.

FTA 5317

Through the FTA's New Freedom program LAVTA has received grants for \$10,000 for the Parataxi program.

Measure B

Voters in Alameda County re-authorized a one-half cent sales tax dedicated to funding transportation projects. This measure was originally passed in 1992. A portion of the revenues from this measure are dedicated to supporting paratransit services throughout the County. Funds are distributed to eligible recipients based on a population formula that includes the number of elderly and disabled persons in the jurisdiction, as well as the number of low income persons. This year LAVTA's Measure B allocation for paratransit is \$164,161. Another portion of these revenues helps support fixed route service; LAVTA is expected to receive \$867,343 in fixed route revenues for FY 2016.

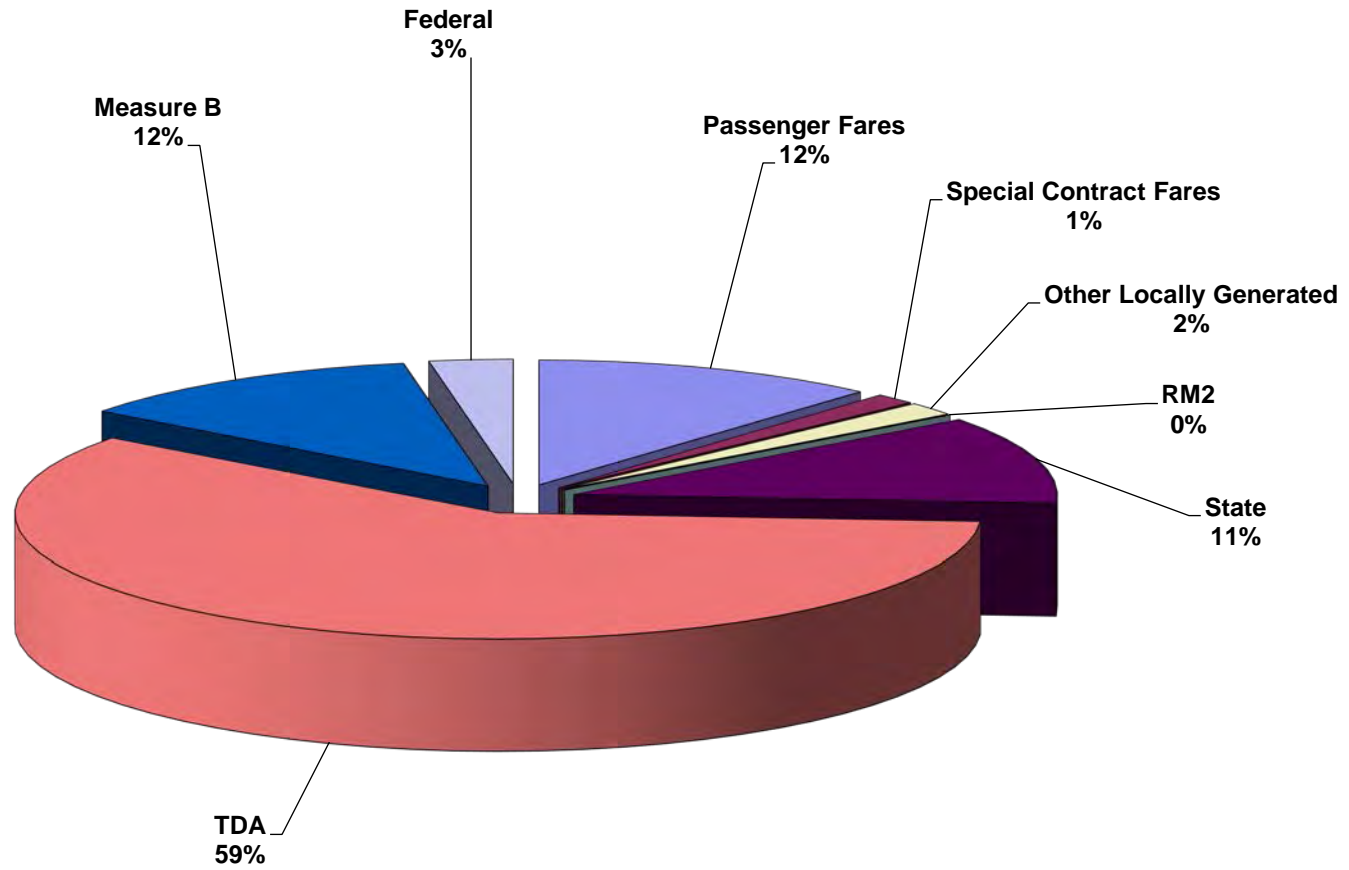
Measure BB

Recently voters in Alameda County voted for an addition sales tax increase for transit projects. This measure BB is anticipated to provide an additional \$648,000 in funds for Fixed Route service and \$277,912 for Paratransit service.

**LAVTA
FY2016 BUDGET
OPERATING REVENUES**

		FIXED ROUTE FUND	PARATRANS. FUND	TOTAL FY2016	BUDGET FY2015	% CHANGE
401	Passenger Fares:	\$1,603,894	\$155,050	\$1,758,944	\$1,758,944	0%
402	Business Park Revenue	\$141,504		\$141,504	\$141,504	0%
402	05 Special Contract Fares:					
	ACE Shuttles	\$195,001		\$195,001	\$273,775	-29%
	BART	\$0	\$33,600	\$33,600	\$33,600	0%
406	01 Concessions	\$38,500		\$38,500	\$38,500	0%
406	03 Advertising	\$115,000		\$115,000	\$115,000	0%
407	04 Interest	\$2,000		\$2,000	\$2,000	0%
407	03 Bus Lease	\$0		\$0	\$0	0%
409	Transit Development Act (TDA)					
	91 Article 4.0	\$8,821,072	\$655,816	\$9,476,889	\$8,689,231	9%
	92 Article 4.5		\$129,379	\$129,379	\$123,138	5%
	95 BART 4.0	\$85,033		\$85,033	\$82,640	3%
	96 RM2	\$0		\$0	\$580,836	-100%
	01 TFCA 8,15,12	\$126,250		\$126,250	\$0	0%
411	State Transit Assistance (STA)					
	01 Operating-Population Based	\$884,220		\$884,220	\$887,213	0%
	01 Operating-Revenue Based	\$199,577		\$199,577	\$414,113	-52%
	01 Regional Paratransit	\$0	\$49,123	\$49,123	\$74,130	-34%
	01 STA Route 14	\$194,324		\$194,324	\$0	100%
	05 Regional BART	\$537,422		\$537,422	\$516,756	4%
413	Federal Transit Administration					
	Section 5303	\$0		\$0	\$0	0%
	Section 5307	\$0	\$340,965	\$340,965	\$503,932	-32%
	Sectin 5311	\$43,683		\$43,683	\$0	-100%
	Planning intern grant	\$0		\$0	\$0	-100%
	JARC Grant (Route 14)	\$64,517		\$64,517	\$0	100%
	FTA 5316		\$0	\$0	\$0	0%
	FTA 5317		\$10,000	\$10,000	\$10,000	0%
464	01 Measure B and BB	\$1,515,343	\$442,073	\$1,957,416	\$1,932,325	1%
TOTAL REVENUE		\$14,567,339	\$1,816,006	\$16,383,345	\$16,177,637	1.27%

OPERATING REVENUE FY2016



OPERATING EXPENDITURES

Salaries and Wages

This category includes salaries for all staff members, including 5% towards PERS 457 Retirement Plan (for Executive Director only). In addition employee salary increases are included in this line item however increases for employees are based on performance/merit only.

Personnel Benefits

This category includes contributions to California Public Employees Retirement System (CalPERS), premiums for Medical, Dental, Vision, Disability and Life Insurance programs, Workers Compensation Insurance, Unemployment expense and Automobile Allowance (for the Executive Director only). Also included is the health annuity for retirees, and the amount necessary to prefund LAVTA's annual OPEB obligation.

Professional Services

Compensation for Board Members per Bylaws of LAVTA for attendance at meetings of the Board of Directors, Committees of the Board of Directors and other LAVTA business is included here. Additionally, on an on-going basis LAVTA contracts out for a variety of professional services including: legal counsel, lobbying, financial services (for the annual audit), and graphic design.

Non-Vehicle Maintenance

This line item includes the expenses to cover the cost of hiring professional maintenance vendors to assist in the cleaning of the Maintenance, Operations and Administration building (MOA), Transit Center facility and grounds, and cleaning of bus stops. In addition this line item includes the cost of preventative maintenance for the facilities, office equipment such as the accounting system, copy machines, and phones. Costs also include computer support, including the annual contracts for the AVL system and a map platform update, and the cost of the bus shelter maintenance program.

Communications

Postage, Federal Express, and courier charges are in this category of expenses; this line item has decreased based on the prior year's running rate.

Fuel and Lubricants

Costs for all diesel and unleaded gas for buses and vans are budgeted here. This line item is budgeted for FY 2016 at \$3.00 per gallon; fuel for non-revenue vehicles is budgeted at \$4 per gallon. This line item also contains a \$100,000 contingency to account for unstable and volatile gas prices.

Office/Operating Supplies

This category includes copy machine paper, consumable office supplies, letterhead, envelopes and any other miscellaneous office supplies needed.

Printing

The line item for printing covers the cost for printing public information materials, i.e. Wheels map and schedules, fare media, brochures and the production of exterior route and schedule displays are in this line item.

Utilities

Utilities include expenses to cover electricity, gas, water, sewer, garbage, and telephone bills. .

Insurance

This line item includes insurance on facility contents, employee dishonesty bonds, and property insurance on the MOA facility. It also includes premiums for casualty, general liability and physical damage insurance, funds to cover the cost of claims under LAVTA's \$25,000 self-insured retention (SIR) for liability under the CalTIP program.

Taxes and Fees

Fees for fuel taxes and underground storage tank fees are budgeted here.

Purchased Transportation Service

Purchased transportation service is the largest of the budgeted line items. This line item includes the total operating costs and fixed monthly management fee based on the agreements between LAVTA and MV, and LAVTA and MTM, which includes all materials, supplies, lubricants, vehicle parts and labor for provision of operation and maintenance services. This line item is increased from last year's budget due to the increase in contract costs for fixed route services and vehicle maintenance with MV Transportation and an increase in contract costs for Paratransit services with MTM.

Miscellaneous

This line item includes membership dues for the American Public Transit Association, California Transit Association, CalAct, and the Dublin, Pleasanton, and Livermore Chambers of Commerce. Also included are promotional items related to special events, and any miscellaneous items not included elsewhere are budgeted here.

Professional Development

Professional development covers the expenses for transportation, meals, conference registration fees and lodging for attendance at transit conferences, training seminars, workshops and other required business meetings are included here. This category also includes expenses associated with job specific development classes.

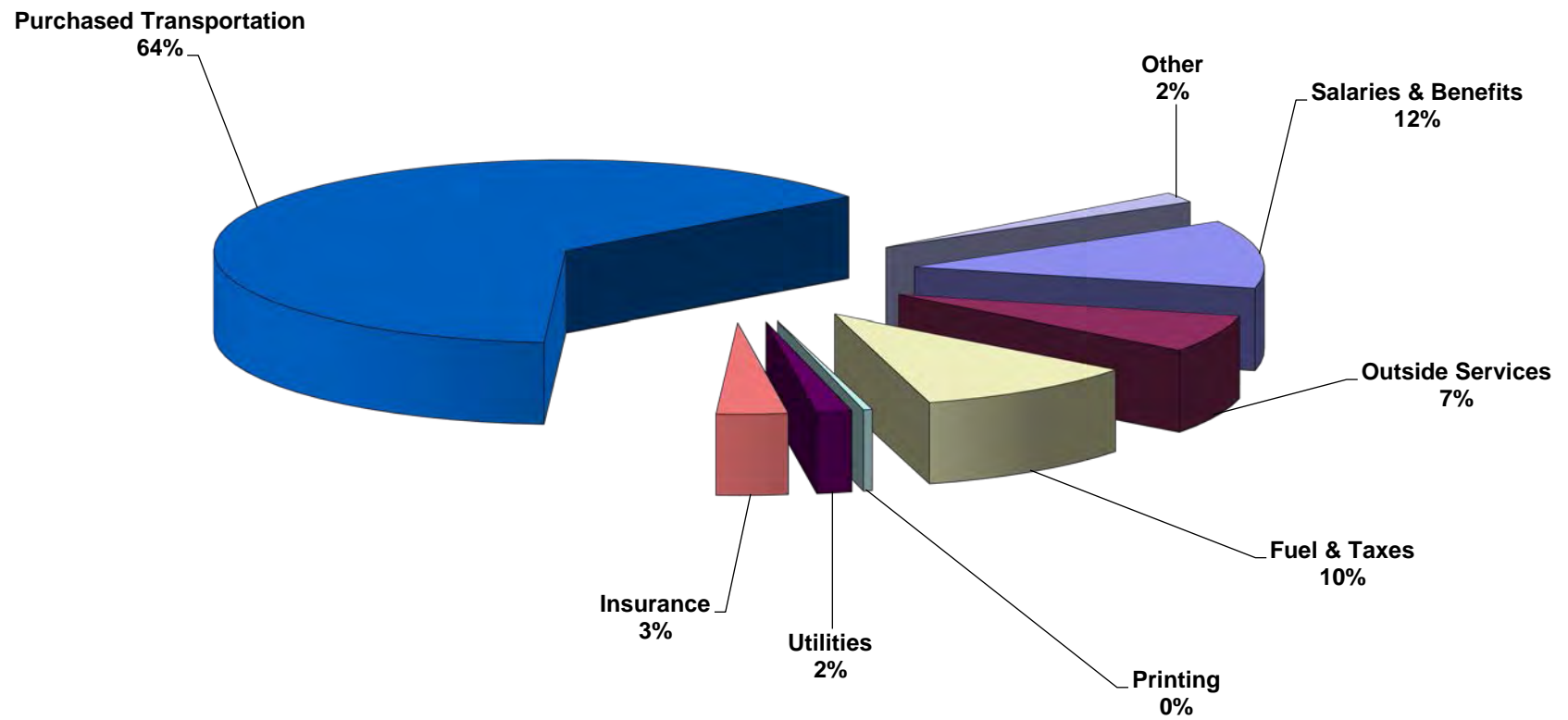
Advertising

The advertising budget includes any advertising done for LAVTA including radio, newspaper, flyers etc.

**LAVTA
FY2016 BUDGET
OPERATING EXPENDITURES**

		GENERAL FUND	PARATRANSIT FUND	TOTAL FY 16	BUDGET FY15	% CHANGE
501 02	Salaries and Wages	\$1,208,506	\$85,374	\$1,293,880	\$1,198,946	8%
502 00	Personnel Benefits	\$648,575	\$37,981	\$686,556	\$729,014	-6%
503 00	Professional Services	\$538,656	\$42,150	\$580,806	\$528,933	10%
503 05	Non-Vehicle Maintenance	\$486,279	\$2,811	\$489,090	\$543,689	-10%
503 99	Communications	\$8,400	\$2,100	\$10,500	\$6,500	62%
504 01	Parts, Fuel and Lubricants	\$1,541,300	\$0	\$1,541,300	\$1,669,380	-8%
504 03	Non Contracted Vehicle Maintenance	\$2,500	\$0	\$2,500	\$2,500	0%
504 99	Office/Operating Supplies	\$34,875	\$11,125	\$46,000	\$17,000	171%
504 99	Printing	\$67,000	\$0	\$67,000	\$78,000	-14%
505 00	Utilities	\$260,880	\$3,420	\$264,300	\$278,300	-5%
506 00	Insurance	\$527,048	\$9,115	\$536,162	\$559,591	-4%
507 99	Taxes and Fees	\$152,000	\$0	\$152,000	\$152,000	0%
508 01	Purchased Transportation	\$8,855,346	\$1,608,930	\$10,464,276	\$10,158,121	3%
509 00	Miscellaneous	\$58,975	\$8,000	\$66,975	\$61,462	9%
509 02	Professional Development	\$44,000	\$5,000	\$49,000	\$49,200	0%
509 08	Advertising	\$133,000	\$0	\$133,000	\$145,000	-8%
TOTAL TRANSIT OPERATIONS AND MAINTENANCE		\$14,567,339	\$1,816,006	\$16,383,345	\$16,177,636	1.3%

OPERATING EXPENDITURES FY 2016



CAPITAL IMPROVEMENT PROGRAM – FY 2016

Facilities Rehab and Repair

Office and Facility Equipment

This budget item will be used to upgrade and replace existing office and/or facility equipment as needed.

Shop Repairs and Replacements

The current MOA facility was built in 1991 and on-going repairs have been required in the past. Some of the equipment is now in need of total replacement, this line item reflects minor replacements for FY15.

IT Upgrades and replacement

Some of LAVTA's computers and other IT equipment need to be replaced.

Transit Center Upgrades and Improvements

Repairs at the Transit Center including kiosks and asphalt will be made.

Security Upgrades

The Livermore Police Department has suggested that the lighting at the Transit Center be increased. LAVTA is able to do this in FY16 thanks to a security grant from the California Office of Emergency Services.

Bus Shelter and Stops

Funds for this project will be used to rehabilitate or improve selected bus stop locations as identified by a recent, comprehensive bus-stop inventory.

Vehicle Rehab and Repair

Vehicle Repairs

Funds associated with this project will be used for the replacement of engines and transmissions, and other major components that have reached the end of their useful lives.

Bus Replacement

Bus Replacement

LAVTA's largest fleet of busses is due for replacement. The replacement of these vehicles will begin in FY16 and continue into FY17. The majority of the funds for the replacements will come from FTA funding.

Miscellaneous

Transit Capital

The funds associated with this line item will be used to cover miscellaneous projects that come up throughout the year.

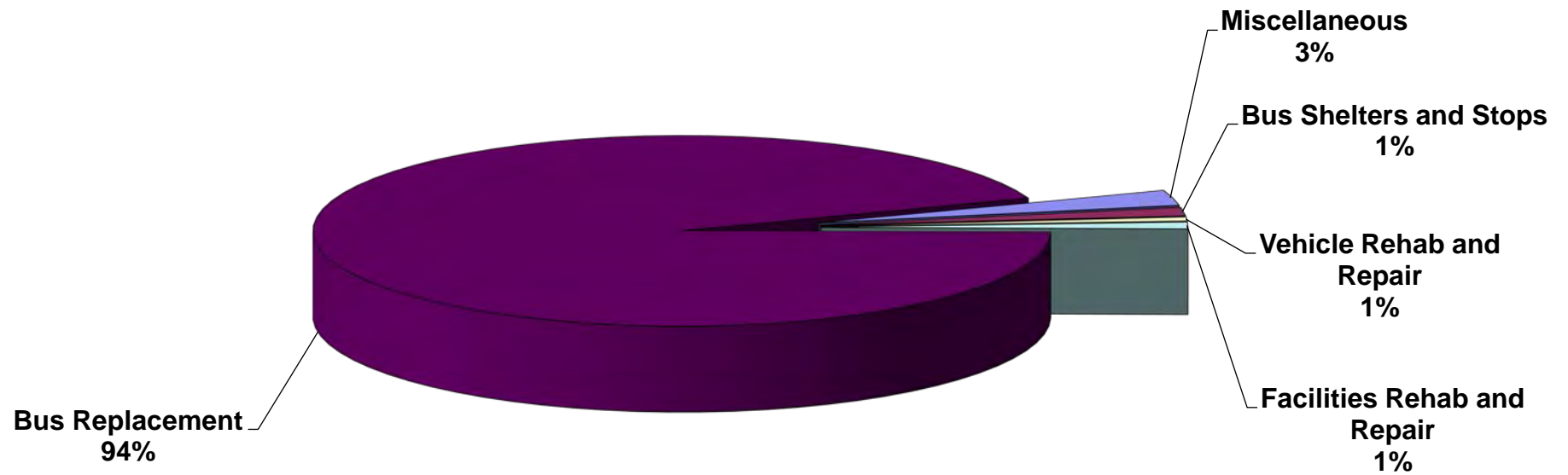
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**LAVTA
FY2016 BUDGET
PROJECT DETAIL**

Capital Improvement Program

Project	FTA 5307 FUNDS	BRIDGE TOLLS	TDA Prior Years	TDA 4.0	Prop 1B	BUDGET FY16
Bus Replacement	\$12,431,200		\$3,616,700		\$609,778	\$16,657,678
Transit Center Upgrades and Improvements					\$125,625	\$125,625
Bus Shelters and Stops				\$0	\$125,000	\$125,000
IT upgrades and replacement			\$114,500			\$114,500
Office and Facility Equipment			\$27,000		\$179,069	\$206,069
Transit Capital			\$100,000			\$100,000
Shop Repairs and Replacements			\$21,800		\$178,000	\$199,800
Vehicle Repairs			\$120,000			\$120,000
Security upgrades					\$36,696	\$36,696
TOTAL	\$12,431,200	\$0	\$4,000,000	\$0	\$1,254,168	\$17,685,368

**CAPITAL PROGRAM
FY 2016**



LAVTA
RESERVES ANALYSIS

OVERVIEW OF THE ALLOCATION PROCESS

TDA

Under the State Transportation Development Act (TDA), the Metropolitan Transportation Commission (MTC) is designated as the body that distributes funds from the County Local Transportation Fund (LTF) to each transit operator in the county. Each year this distribution process begins in February when MTC passes a resolution approving each transit operator's apportionment of TDA funds for the upcoming fiscal year. This resolution defines LAVTA's share of the funds available in Alameda County. The funds are apportioned based on population. LAVTA's service area contains approximately 11% of the total population in the county.

Through its planning process LAVTA determines how much of this apportionment to request for the year, and submits a claim for these funds. MTC then passes a resolution allocating the requested funds.

The difference between the apportioned amount and the allocated amount is reserved for LAVTA's future use. This amount, called "prior year funds", "carryover" or "reserves", is also shown in the apportionment resolution. These funds are retained in accordance with the California Administrative Code, in the LTF at the County of Alameda based on terms and conditions determined by MTC.

TDA RESERVES

The following analysis calculates LAVTA's expected reserves at the end of FY2016 based on currently available information about FY 2015

Projected Reserves at June 30, 2015	\$4,213,482 (Projected Carryover 2/25/15)
FY2016 Apportionment (estimated)	8,899,101 (FY16 revenue estimate 2/25/15)
FY2015 TDA Funds Available for Allocation	\$13,112,583
FY2016 Operating Request	9,476,888
FY2016 Capital Request	0
FY2016 TDA Request for Allocation	\$9,476,888
Projected Reserves at June 30, 2015	
Reserves at June 30, 2015	\$3,635,695
Expiring Capital Allocations @June 30, 2015	980,000 (estimate)
FY2015 Unexpended Funds (Due to LTF)	500,000 (estimate)
FY 2014 Due to LTF	\$2,737,445
<u>TOTAL TDA RESERVES</u>	<u>\$7,853,140</u>

STA

A second revenue source administered by MTC is State Transportation Assistance Funds, or STA. LAVTA receives apportionments of STA funds each year: Revenue based (calculated on LAVTA's locally generated revenue as a portion of the region's locally generated revenue) and Population based (based on LAVTA's share of population compared to other small and north county operators). As with TDA, LAVTA receives an estimated apportionment in February, requests an allocation, and the difference is maintained in the County Treasury, but administered by MTC, as reserves.

STA RESERVES

The following analysis calculates LAVTA's expected STA reserves at the end of FY2016 based on currently available information about FY 2014.

Population Based

Reserves at June 30, 2015	\$884,220 (Projected Carryover 2/25/15)
FY2016 Apportionment	\$876,211 (FY14 revenue estimate 2/25/15)
FY2016 Available STA Funds	\$1,760,431

FY2015 STA Request for Allocation **\$884,220**

Reserves at June 30, 2015 **\$876,211**

Revenue Based

Reserves at June 30, 2015	\$199,577 (Projected Carryover 2/25/2015)
FY2016 Apportionment	267,047 (FY16 revenue estimate 2/25/2015)
FY2016 Available STA Funds	\$466,264

FY2016 STA Request for Allocation **\$199,577**

Reserves at June 30, 2016 **\$267,047**

TOTAL STA RESERVES **\$1,143,258**

TOTAL TDA and STA RESERVES **\$8,996,398**

RESOLUTION NO. 22-2015

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE LIVERMORE
AMADOR VALLEY TRANSIT AUTHORITY ADOPTING THE OPERATING
AND CAPITAL BUDGET FOR FISCAL YEAR 2016**

WHEREAS the Board of Directors of the Livermore Amador Valley Transit Authority at their meeting of June 1, 2015 reviewed the Operating and Capital Budget for Fiscal Year 2016 for this Authority.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors that the Operating and Capital Budget for the Livermore Amador Valley Transit Authority for Fiscal Year 2016, attached hereto and incorporated herein as Attachment 1, is hereby adopted.

BE IT FURTHER RESOLVED that the Executive Director is authorized to transfer funds within and between costs centers.

APPROVED AND PASSED this 1st day of June, 2015.

Scott Haggerty, Chair

ATTEST:

Michael Tree, Executive Director

AGENDA

ITEM 7



LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Resolution Authorizing Investment of Livermore Amador Valley Transit Authority (LAVTA) Monies in the State of California Local Agency Investment Fund (LAIF)

FROM: Beverly Adamo, Director of Administrative Services

DATE: May 26, 2015

Action Requested

Forward a recommendation to the Board of Directors to approve the attached Resolution 23-2015 reauthorizing investment of LAVTA funds in LAIF.

Background

In 1996 the California legislature enacted a new law under the California Government Code to improve accountability for investments made by public agencies. (This was in response to the financial problems in Orange County at the time.) This law, in part, requires that public entities annually prepare and adopt an investment policy at a public meeting. Attached for your review and approval is a resolution adopting LAVTA's current investment policy, which was first adopted by the board of Directors in February 1986.

Discussion

In 1986 when LAVTA made the decision to utilize the LAIF for investment purposes, that decision was based on a number of considerations which included the fact that there are no qualified positions within the Authority's organization to make day-to-day investment decisions. Since that has not changed over the years, nor is it anticipated that the organization will likely have such expertise in the future, Staff recommends that LAVTA continue to utilize LAIF for ongoing investments.

There is no change in the recommendation for this year's resolution in the authorization to order the deposit or withdrawal of monies in LAIF, and includes LAVTA's Executive Director, Michael Tree, and Beverly Adamo, Director of Administrative Services.

Budget

No budget impact.

Next Steps

Upon Board approval, this Resolution will be provided to LAIF and kept on record as required.

Recommendation

Forward a recommendation to the Board of Directors to adopt the attached Resolution 23-2015 reauthorizing investment of LAVTA monies in LAIF.

Attachments:

1. Resolution 23-2015 Authorizing Investment of Livermore Amador Valley Transit Authority Monies in the State of California Local Agency Investment Fund

RESOLUTION NO. 23-2015

**RESOLUTION AUTHORIZING INVESTMENT OF
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
MONIES IN LOCAL AGENCY INVESTMENT FUND**

WHEREAS, pursuant to Chapter 730 of the Statutes of 1976 Section 16429.1 was added to the California Government Code to create a Local Agency Investment Fund in the State Treasury for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

WHEREAS, the Livermore Amador Valley Transit Authority does hereby find that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with the provisions of Section 16429.1 of the Government Code for the purposes of investment as stated therein as in the best interests of the Livermore Amador Valley Transit Authority ;

THEREFORE, BE IT RESOLVED that the Board of Directors does hereby authorize the deposit and withdrawal of Livermore Amador Valley Transit Authority monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein;

BE IT FURTHER RESOLVED that the following Livermore Amador Valley Transit Authority officers or their successors in office shall be authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund:

Michael S. Tree
Executive Director

Beverly Adamo
Director of Administrative Services

PASSED AND ADOPTED by the Board of Directors of the Livermore Amador Valley Transit Authority of the State of California on the 1st day of June 2015.

Scott Haggerty, Board Chair

ATTEST:

Michael Conneran, Legal Counsel

AGENDA

ITEM 8



LAVTA COMMITTEE ITEMS - MAY - JULY 2015

Finance & Administration Committee

May	Action	Info
Minutes	X	
Treasurers Report	X	
LAIF	X	
Final Budget	X	
Quarterly Grants Report		X

June	Action	Info
Minutes	X	
Treasurers Report	X	
Funding Resolutions - 5307 and 5309	X	
Clipper Fare Approval	X	
FTA Triennial Review	X	

July	Action	Info
Minutes	X	
Treasurers Report	X	

*Typically July committee meetings are cancelled