

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Consider Amendment to LAVTA’s Bylaws, Article III, Section 3.03(a)  
Regarding Board Compensation

FROM: Christy Wegener, Executive Director

DATE: June 27, 2023

**Action Requested**

For the first reading, consider proposed amendment to LAVTA’s Bylaws, specifically Article III, Section 3.03(a) “Compensation.”

**Background**

At the April 25, 2023 Finance and Administration Committee meeting it was requested that staff research current Board/Committee member stipends for other Tri-Valley entities and neighboring jurisdictions. The current reimbursement policy of \$100 per Board member, per meeting per month, was adopted in 2006, pursuant to the Authority’s Bylaws, Resolution 24-2006 and the Expense Reimbursement Policy.

**Discussion**

In accordance with the Authority’s Bylaws, each member of the Board is entitled to receive compensation in the amount of \$100 per event for each day the Board member attends a regular or special meeting of the Board, or of a standing or advisory committee meeting of the Board, and for each day of other service rendered as a Board member as authorized by the Board.

A survey was conducted among the agencies listed in the following table regarding their respective policies of compensating the members of their governing bodies for meetings attended.

| Agency                                    | Board Member Stipend per Meeting                |
|---|---|
| Zone 7 Water                              | \$197.21 (10 meetings per month max)            |
| LAFCO                                     | \$125.00  |
| Livermore Area Recreation & Park District | \$100 (6 meetings per month max)                |
| Alameda CTC                               | \$250.00 (\$25.00 of that amount is for travel) |
| County Connection                         | \$100   |
| WestCAT                                   | \$0   |
| Tri Delta Transit                         | \$100   |

During the May 23, 2023 Finance and Administration meeting, staff presented the stipend information. Given the impact of inflation since 2006, the Committee found it appropriate to recommend the revision of the compensation paid to Board members to \$150 per meeting. It is also recommended that the Authority's policy for the reimbursement of employee expenses be brought back to the Committee at the next meeting for consideration.

**Recommendation**

Staff recommends the Finance and Administration Committee forward the first reading of the proposed amended Bylaws to the Board of Directors.

Attachments:

1. Draft Amended Bylaws 3.03

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY**  
**AMENDMENT TO THE BYLAWS OF THE TRANSIT AUTHORITY**

This Amendment to the Bylaws of Livermore Amador Valley Transit Authority ("Authority") was adopted on XXX, 2023 in accordance with the procedures established at subsections 5(d)(1) and 5(e) of the Bylaws and is effective as of that date.

Section 3.03 Compensation is deleted and replaced in its entirety to read:

3.03 Compensation. Directors of Authority shall receive compensation for Agency meetings attended and incidental expenses relating to transit matters in an amount approved by the Board of directors as follows:

- (a) Each member and alternate member of the Board of Directors of Authority shall be compensated One Hundred Fifty Dollars (\$150.00) for each event in which they attend meetings of the Board of Directors or engage in other Authority business within or without the boundaries of the Authority, including an Authority Board of Directors committee meeting. Directors shall comply with any travel or reimbursement policies passed by the Board of Directors to govern such expenses.
- (b) Authority shall conform to the limits established by Section 99157 and 99158 of the Public Utilities Code pertaining to insurance, pensions, retirement plans and other benefits which may be paid to members of the Board of Directors.
- (c) Notwithstanding the above language, members and alternates who incur travel and personal expenses for attendance at meetings, legislative hearings, conventions, and other business of Authority are authorized to receive reimbursement of travel and personal expenses; provided, however, that Directors shall submit monthly expense reports to the Board of Directors during the sixty (60) days following the month in which the expense was incurred.
- (d) An alternate Board member shall be paid for attendance at meetings and transit conferences only if his or her regular member does not attend said Board meetings and conferences. Any Authority policies concerning reimbursements for members of the Board of Directors shall apply to alternate Board members unless otherwise stated in such policies.