

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

FINANCE and ADMINISTRATION COMMITTEE MEETING / COMMITTEE OF THE WHOLE

COMMITTEE MEMBERS

JULIE TESTA – CHAIR
MELISSA HERNANDEZ

BRITTNI KILICK – VICE CHAIR

DATE: Tuesday, October 24, 2023
PLACE: LAVTA Offices, Diana Lauterbach Room
1362 Rutan Court, Suite 100, Livermore, CA
TIME: 4:00p.m.

TELECONFERENCE LOCATIONS

City of Pleasanton
City Manager's Conference Room
123 Main Street
Pleasanton, CA 94566

Agenda Questions: Please call the Front Desk at (925) 455-7555 or send an email to frontdesk@lavta.org

Documents received after publication of the Agenda and considered by the Finance and Administration Committee 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 Finance and Administration Committee meeting will be conducted in person and on the web-video communication platform, Zoom. In order to view and/or participate in this meeting remotely, members of the public will need to download Zoom from its website, www.zoom.us.

We encourage members of the public to access the meeting online using the web-video communication application, Zoom. Zoom participants will have the opportunity to speak during Public Comment. It is recommended that anyone wishing to participate in the meeting remotely complete the download process before the start of the meeting.

Public comments will also be accepted via email until 1:00 p.m. on Monday, October 23, 2023 at frontdesk@lavta.org. Please include "Public Comment – 10/24/2023" 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.

There will be zero tolerance for any person addressing the Committee making profane, offensive and disruptive remarks, or engaging in loud, boisterous, or other disorderly conduct, that disrupts the orderly conduct of the public meeting.

How to listen and view meeting video:

- From a PC, Mac, iPad, iPhone or Android device click the link below:
<https://zoom.us/j/83887904704>
Passcode: FA1362Mtg
- To supplement a PC, Mac, tablet or device without audio, please also join by phone:
Dial: 1 (669) 900-6833
Webinar ID: 838 8790 4704
Passcode: 732133

To comment by video conference, click the “Raise Your Hand” button to request to speak when Public Comment is being taken on the Agenda item. You will then be unmuted when it is your turn to make your comment for up to 3 minutes. After the allotted time, you will be muted.

- Livestream online at: [Livermore Amador Valley Transit Authority YouTube Channel](#)

No option to make Public Comment on YouTube live stream.

How to listen only to the meeting:

- For audio access to the meeting by telephone, use the dial-in information below:
Dial: 1 (669) 900-6833
Webinar ID: 838 8790 4704
Passcode: 732133

*Please note to submit public comment via telephone dial *9 on your dial pad. The meeting’s host will be informed that you would like to speak. If you are chosen, you will be notified that your request has been approved and you will be allowed to speak. You will then dial *6 to unmute when it is your turn to make your comment for up to 3 minutes. After the allotted time, you will be muted.*

To submit written comments:

- Provide public written comments prior to the meeting by email, to frontdesk@lavta.org

If you are submitting public comment via email, please do so by 1:00 p.m. on Monday, October 23, 2023 to frontdesk@lavta.org. Please include “Public Comment – 10/24/2023” 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 Committee on any matter within the general subject matter jurisdiction of the LAVTA Board of Directors.
- Members of the audience may address the Committee on items on the Agenda at the time the Chair calls for the particular Agenda item.
- Public comments should not exceed three (3) minutes.
- Agendas are published 72 hours prior to the meeting.
- No action may be taken on matters raised that are not on the Agenda.

4. Minutes of the August 22, 2023 Meeting of the F&A Committee

Recommendation: Approval

5. Treasurer's Report for September 2023

Recommendation: Staff recommends that the Finance and Administration Committee forward the September 2023 Treasurer's Report to the Board for approval.

6. Tri-Valley Accessible Advisory Committee (TAAC) Bylaws Update

Recommendation: Staff requests that the Finance and Administration Committee recommends that the Board of Directors approve an update the TAAC bylaws.

7. Approve Contract Modification #6 with MV Transportation Inc

Recommendation: Staff requests that the Finance and Administration recommends that the Board of Directors approve Contract Modification #6 to the operations and maintenance services contract with MV Transportation, Inc.

8. Preview of Upcoming F&A Committee Agenda Items

9. Matters Initiated by Committee Members

10. Next Meeting Date is Scheduled for: November 28, 2023

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.

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 4

MINUTES OF THE AUGUST 22, 2023
LAVTA FINANCE AND ADMINISTRATION COMMITTEE MEETING

1. Call to Order and Pledge of Allegiance

Committee Vice Chair Brittini Kiick called the meeting to order at 4:07pm.

2. Roll Call of Members

Members Present

Brittini Kiick, City of Livermore

Melissa Hernandez, City of Dublin

Members Absent

Julie Testa, City of Pleasanton

3. Meeting Open to Public

No comments.

4. Minutes of the June 27, 2023 Meeting of the F&A Committee

Approved: Hernandez/Kiick

Aye: Hernandez, Kiick

No: None

Abstain: None

Absent: Testa

5. Treasurer's Report for June 2023 (preliminary) and July 2023

The Finance and Administration Committee recommended forwarding the June 2023 (preliminary) Treasurer's Report and July 2023 Treasurer's Report to the Board for approval.

Approved: Hernandez/Kiick

Aye: Hernandez, Kiick

No: None

Abstain: None

Absent: Testa

6. 2023 Audit of LAVTA's Financial Statements

Staff introduced Maze and Associates CEO Ms. Vikki Rodriguez, an independent auditor for LAVTA and the Tri-Valley-San Joaquin Valley Reginal Rail Authority, who spoke to the Finance and Administration Committee about the requirement based on the Statement of Auditing Standards (SAS) No. 99 requirement and SAS No 114 which requires the auditor to communicate with those charged with governance. This included an overview of the planned scope and timing of the audit; representations Maze and Associates is requesting from LAVTA management; additional guidance on the forms and timing of communication and an evaluation of the adequacy of the two-way communication. Ms. Rodriguez also inquired of the Finance and Administration Committee regarding any potential for and any occurrences of fraud.

The Finance and Administrative Committee discussed this agenda item with staff and the presenter. Vice Chair Brittnei Kiick and Committee Member Melissa Hernandez responded “no” to all the questions during the meeting. Committee Members also requested that the questions be sent out via email to Chair Julie Testa to answer and to provide an email correspondence option for all future years.

This was an informational item for review and discussion.

7. Contract Award for Legal Services

The Finance and Administration Committee recommended forwarding Resolution 21-2023 to the Board to execute a contract with Hanson Bridgett for legal services over a three-year base term for an aggregate not-to-exceed amount of \$450,000.

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

Approved: Hernandez/Kiick

Aye: Hernandez, Kiick

No: None

Abstain: None

Absent: Testa

8. Amendment to LAVTA’s Bylaws, Article III, Section 3.03(a) Regarding Board Compensation

The Finance and Administration Committee recommended forwarding the second reading of the proposed amended Bylaws to the Board of Directors for consideration.

Approved: Hernandez/Kiick

Aye: Hernandez, Kiick

No: None

Abstain: None

Absent: Testa

9. On-Call Creative, Design and Media Strategy Services Task Order Contract

The Finance and Administration Committee recommended forwarding Resolution 22-2023 to the Board to authorize the Executive Director to execute an on-call Task Order with Celtis Ventures, Inc. for creative, design and media strategy services through March 31, 2024 in an amount not-to-exceed \$100,000.

Approved: Hernandez/Kiick

Aye: Hernandez, Kiick

No: None

Abstain: None

Absent: Testa

10. Preview of Upcoming F&A Committee Agenda Items

11. Matters Initiated by Committee Members

None.

12. Next Meeting Date is Scheduled for: September 26, 2023

13. Adjourn

Meeting adjourned at 4:35pm

AGENDA

ITEM 5

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Treasurer's Report for September 2023

FROM: Tamara Edwards, Director of Finance

DATE: October 24, 2023

Action Requested

Review and forward the LAVTA Treasurer's Report for September 2023 to the Board of Directors.

Discussion

Cash accounts:

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

General checking account activity (105):

Beginning balance September 1, 2023	\$12,201,551.67
Payments made	\$1,447,362.15
Deposits made	\$1,261,477.86
Ending balance September 30, 2023	\$12,015,667.38

Farebox account activity (106):

Beginning balance September 1, 2023	\$215,554.00
Deposits made	\$62,977.45
Ending balance September 30, 2023	\$278,531.45

LAIF investment account activity (135):

Beginning balance September 1, 2023	\$11,294,753.35
Ending balance September 30, 2023	\$11,294,753.35

Operating Expenditures Summary:

As this is the third month of the fiscal year, in order to stay on target for the budget this year expenses (at least the ones that occur on a monthly basis) should not be higher than 25%. The agency is at 22.76% overall. This is due to some billing that is paid for the full year in August and September.

Operating Revenues Summary:

While expenses are at 15.57%, revenues are at 2.8%. However, the agency has a healthy cash flow and reserve balance.

Recommendation

Staff recommends that the Finance and Administration Committee forward the September 2023 Treasurer's Report to the Board for approval.

Attachments:

1. September 2023 Treasurer's Report

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

ASSETS:

101 PETTY CASH	200	
102 TICKET SALES CHANGE	240	
105 CASH - GENERAL CHECKING	12,015,667	
106 CASH - FIXED ROUTE ACCOUNT	278,531	
107 Clipper Cash	523,705	
108 Rail	0	
109 BOC	46	
120 ACCOUNTS RECEIVABLE	(5,935,983)	
135 INVESTMENTS - LAIF	11,294,753	
13599 INVESTMENTS - LAIF Mark to Market	(142,089)	
150 PREPAID EXPENSES	(339)	
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	
TOTAL ASSETS		73,837,531

LIABILITIES:

205 ACCOUNTS PAYABLE	(175,098)	
211 PRE-PAID REVENUE	2,541,168	
21101 Clipper to be distributed	176,138	
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	(546)	
22090 WORKERS' COMPENSATION PAYABLE	68,726	
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	31,004	
23102 UNEMPLOYMENT RESERVE	17,376	
TOTAL LIABILITIES		4,210,950

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	7,188,376	
TOTAL FUND BALANCE		69,626,580
TOTAL LIABILITIES & FUND BALANCE		73,837,531

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

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
4010100	Fixed Route Passenger Fares	1,083,270	72,001	321,497	761,773	29.7%
4020000	Business Park Revenues	226,476	18,873	37,746	188,730	16.7%
4020500	Special Contract Fares	369,618	0	0	369,618	0.0%
4020500	Special Contract Fares - Paratransit	36,000	0	0	36,000	0.0%
4010200	Paratransit Passenger Fares	172,500	13,898	25,451	147,049	14.8%
4060100	Concessions	111,559	1,993	1,993	109,566	1.8%
4060300	Advertising Revenue	185,000	0	0	185,000	0.0%
4070400	Miscellaneous Revenue-Interest	150,000	0	0	150,000	0.0%
4070300	Non transportation revenue	48,000	32,738	48,701	(701)	101.5%
4099100	TDA Article 4.0 - Fixed Route	8,533,007	0	0	8,533,007	0.0%
4099500	TDA Article 4.0-BART	212,390	0	12,291	200,099	5.8%
4099200	TDA Article 4.5 - Paratransit	361,994	0	24,207	337,787	6.7%
4099600	Bridge Toll- RM2, RM1	409,489	0	0	409,489	0.0%
4110100	STA Funds-Paratransit	148,949	0	0	148,949	0.0%
4110500	STA Funds- Fixed Route BART	450,860	0	0	450,860	0.0%
4110100	STA Funds-pop	3,946,123	0	0	3,946,123	0.0%
4110100	STA Funds- rev	499,413	0	0	499,413	0.0%
4110100	STA Funds- Lifeline	57,331	0	0	57,331	0.0%
4130000	FTA Section	4,355,371	0	0	4,355,371	100.0%
4130000	FTA Section 5307 ADA Paratransit	558,463	0	0	558,463	0.0%
4640200	Measure BB Paratransit Funds-Fixed Route	1,603,800	145,058	145,058	1,458,742	9.0%
4640200	Measure BB Paratransit Funds-Paratransit	1,099,572	69,560	69,560	1,030,012	6.3%
RAIL		0	0	0		
TOTAL REVENUE		24,619,185	354,120	686,504	23,932,681	2.8%

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

		BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
501 02	Salaries and Wages	\$2,091,060	\$134,654	\$428,806	\$1,662,254	20.51%
502 00	Personnel Benefits	\$1,468,006	\$63,278	\$326,101	\$1,141,905	22.21%
503 00	Professional Services	\$1,215,063	\$53,282	\$101,872	\$1,113,191	8.38%
503 05	Non-Vehicle Maintenance	\$1,083,201	\$45,726	\$383,792	\$699,409	35.43%
503 99	Communications	\$7,001	\$16	\$4	\$6,997	0.06%
504 01	Fuel and Lubricants	\$2,048,500	\$134,507	\$327,031	\$1,721,469	15.96%
504 03	Non contracted vehicle maintenance	\$14,501	\$0	\$0	\$14,501	0.00%
504 99	Office/Operating Supplies	\$90,659	\$548	\$8,116	\$82,543	8.95%
504 99	Printing	\$60,000	\$1,528	\$8,260	\$51,740	13.77%
505 00	Utilities	\$349,469	\$23,240	\$102,689	\$246,780	29.38%
506 00	Insurance	\$526,038	(\$2,140)	\$626,391	(\$100,353)	119.08%
507 99	Taxes and Fees	\$111,868	\$9,639	\$22,716	\$89,152	20.31%
508 01	Purchased Transportation Fixed Route	\$12,466,373	\$961,234	\$2,858,405	\$9,607,968	22.93%
2-508 02	Purchased Transportation Paratransit	\$2,518,594	\$309,582	\$316,702	\$2,201,892	12.57%
508 03	Purchased Transportation WOD	\$115,300	\$0	\$18,022	\$97,278	15.63%
508 03	Purchased Transportation SAV	\$1	\$19,382	\$19,382	(\$19,381)	#####
509 00	Miscellaneous	\$170,061	\$5,652	\$34,381	\$135,680	20.22%
509 02	Professional Development	\$143,500	\$941	\$11,831	\$131,669	8.24%
509 08	Advertising	\$140,000	\$8,000	\$8,100	\$131,900	5.79%
TOTAL		\$24,619,195	\$1,769,070	\$5,602,602	\$19,016,593	22.76%

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

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
REVENUE DETAILS						
4090594	TDA (office and facility equip)	237,000	0	0	237,000	0.00%
4090194	TDA Shop repairs and replacement	294,900	0	0	294,900	0.00%
4091094	TDA Transit Center Improvements	200,000	0	0	200,000	0.00%
409??94	TDA (Transit Capital)	100,000	0	0	100,000	0.00%
409xx	TDA Rutan upgrades	250,000	0			
409xx	TDA vehicle repairs	964,752	0			
4092094	TDA (Major component rehab)		0	0	0	#DIV/0!
4090394	TDA Doolan Tower Upgrade		0	0	0	#DIV/0!
4091794	TDA bus stops	908,909	0	0	908,909	0.00%
4090994	TDA buses 2022		0	0	0	#DIV/0!
4090994	TDA Buses 2025		0	0	0	#DIV/0!
4090294	TDA Atlantis	1,600,000	0	0	1,600,000	0.00%
40901	TFCA Atlantis		0	0	0	#DIV/0!
409xx94	Non-Revenue Vehicle	100,000	0	0	100,000	0.00%
4091796	RM2 bus stops		0	0	0	#DIV/0!
409xx94	TDA SAV		0	0	0	#DIV/0!
409xx96	BT SAV		0	0	0	#DIV/0!
4111700	SGR shelters and stops		0	0	0	#DIV/0!
4110900	State Buses 2025		0	0	0	#DIV/0!
4110500	Prop 1B office and facility		0	0	0	#DIV/0!
41120	SGR battery packs	61,126	0	0	61,126	0.00%
41110	SGR Transit Center		0	0	0	#DIV/0!
41118	Dublin Parking garage	15,500,000	0	0	15,500,000	0.00%
411xx	State Rutan retrofit	900,000	0	0	900,000	0.00%
41102	State Atlantis	625,776	0	0	625,776	0.00%
41323	FTA buses 2022		0	0	0	#DIV/0!
41309	FTA Buses 2025		0	0	0	#DIV/0!
413xx	FTA engines	212,180	0	0	212,180	0.00%
41311	FTA bus stops		0	0	0	#DIV/0!
413xx	SAV infrastructure		0	0	0	#DIV/0!
41302	FTA Atlantis fueling	6,671,250	0	0	6,671,250	0.00%
413xx	FTA Rutan Retrofit	500,000	0	0	500,000	0.00%
41320	FTA Hybrid battery packs		0	0	0	#DIV/0!
41310	FTA Transit Center	420,000	0	0	420,000	0.00%
TOTAL REVENUE		29,545,893	-	-	28,331,141	0.00%

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

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
EXPENDITURE DETAILS						
CAPITAL PROGRAM - COST CENTER 07						
5550207	Atlantis Facility	8,997,026	0	2,400	8,994,626	0.03%
5550107	Shop Repairs and replacement	294,900	0	0	294,900	0.00%
5551607	SAV		0	0	0	#DIV/0!
5552307	Buses 2022		0	0	0	#DIV/0!
555xx07	Buses 2025		0	0	0	#DIV/0!
5550507	Office and Facility Equipment	237,000	17,700	50,178	186,822	21.17%
5551007	Transit Center Upgrades and Improvements	620,000	0	0	620,000	0.00%
555xx07	Rutan Retrofit	1,650,000	0			
5550307	Doolan Tower upgrade	1	0	335	(334)	33450.00%
5551807	Dublin Parking Garage	15,500,000	0	0	15,500,000	0.00%
5551707	Bus Shelters and Stops	908,909	0	0	908,909	0.00%
5552007	Major component rehab	1,238,058	0	26,757	1,211,301	2.16%
555??07	Transit Capital	100,000	0	125	99,875	0.13%
TOTAL CAPITAL EXPENDITURES		29,545,894	17,700	79,794	27,816,100	0.27%
FUND BALANCE (CAPITAL)		-1.00	(17,700)	(79,794)		
FUND BALANCE (CAPTIAL & OPERATING)		-13.00	(1,432,650)	(5,003,146)		

California State Treasurer

Fiona Ma, CPA



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

October 16, 2023

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[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

September 2023 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	11,294,753.35
Total Withdrawal:	0.00	Ending Balance:	11,294,753.35

REPORT.: Oct 03 23 Tuesday
RUN....: Oct 03 23 Time: 13:01
Run By.: Daniel Zepeda

LAVTA
Month End Cash Disbursements Report
Report for 09-23 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
09-23	024050	09/14/23	ATT03 (AT&T)		56.22	.00	56.22	Automatic Generated Check
	024051	09/14/23	AVI01 (AMADOR VALLEY INDUSTRIES)		626.99	.00	626.99	Automatic Generated Check
	024052	09/14/23	BAY08 (BAY CITY ELECTRIC WORKS)		2,793.40	.00	2,793.40	Automatic Generated Check
	024053	09/14/23	CAL13 (CALIFORNIA TRANSIT)		234.17	.00	234.17	Automatic Generated Check
	024054	09/14/23	CRA02 (CRANETECH INC.)		1,120.00	.00	1,120.00	Automatic Generated Check
	024055	09/14/23	DAY02 (DAY & NIGHT PEST CONTROL)		218.00	.00	218.00	Automatic Generated Check
	024056	09/14/23	FED01 (FedEx)		16.01	.00	16.01	Automatic Generated Check
	024057	09/14/23	GBS01 (WILLIAM R. GRAY & COMPANY IN		1,185.00	.00	1,185.00	Automatic Generated Check
	024058	09/14/23	INT03 (INTERNATL EFFECTIVENESS)		540.35	.00	540.35	Automatic Generated Check
	024059	09/14/23	KKI01 (ALPHA MEDIA LLC)		7,600.00	.00	7,600.00	Automatic Generated Check
	024060	09/14/23	MUC01 (MULLEN COUGHLIN LLC)		5,340.00	.00	5,340.00	Automatic Generated Check
	024061	09/14/23	OFF01 (ODP BUSINESS SOLUTIONS LLC)		374.57	.00	374.57	Automatic Generated Check
	024062	09/14/23	PAC11 (PACIFIC ENVIROMENTAL SERV)		260.00	.00	260.00	Automatic Generated Check
	024063	09/14/23	PRE03 (PREMIER SECURITY SOLNS CO)		1,210.00	.00	1,210.00	Automatic Generated Check
	024064	09/14/23	RSE01 (R & S ERECTION)		5,278.85	.00	5,278.85	Automatic Generated Check
	024065	09/14/23	SCF01 (SC FUELS)		33,516.55	.00	33,516.55	Automatic Generated Check
	024066	09/14/23	SHA02 (SHAMROCK OFFICE SOLUTIONS)		24.04	.00	24.04	Automatic Generated Check
	024067	09/14/23	SHI02 (SHI INTERNATIONAL CORP)		10,957.63	.00	10,957.63	Automatic Generated Check
	024068	09/14/23	TX209 (PATRICIA EMERY)		20.00	.00	20.00	Automatic Generated Check
	024069	09/14/23	TX212 (LINDA WAHLE)		181.33	.00	181.33	Automatic Generated Check
	024070	09/14/23	TX238 (MEGAN LEVITT)		40.00	.00	40.00	Automatic Generated Check
	024071	09/14/23	WSP01 (WSP USA INC)		4,958.55	.00	4,958.55	Automatic Generated Check
	024072	09/28/23	ATT02 (AT&T)		370.50	.00	370.50	Automatic Generated Check
	024073	09/28/23	CAL05 (CALTEST LABS)		960.45	.00	960.45	Automatic Generated Check
	024074	09/28/23	COR01 (CORBIN WILLITS SYSTEMS)		296.34	.00	296.34	Automatic Generated Check
	024075	09/28/23	DEL01 (DELL MARKETING LP)		2,244.52	.00	2,244.52	Automatic Generated Check
	024076	09/28/23	DIR01 (DIRECT TV)		30.25	.00	30.25	Automatic Generated Check
	024077	09/28/23	FRE01 (FREMONT RUBBER STAMP CO)		61.87	.00	61.87	Automatic Generated Check
	024078	09/28/23	GAN01 (GANNETT FLEMING COMPANIES)		17,700.00	.00	17,700.00	Automatic Generated Check
	024079	09/28/23	HOT01 (PACIFIC BAY EQUIPMENT-HOTSY)		675.90	.00	675.90	Automatic Generated Check
	024080	09/28/23	KKI01 (ALPHA MEDIA LLC)		400.00	.00	400.00	Automatic Generated Check
	024081	09/28/23	LYF01 (LYFT, INC)		12,965.50	.00	12,965.50	Automatic Generated Check
	024082	09/28/23	MAZ01 (MAZE & ASSOCIATES)		10,246.00	.00	10,246.00	Automatic Generated Check
	024083	09/28/23	MEG02 (MERRIMAC PETROLEUM INC)		71,674.75	.00	71,674.75	Automatic Generated Check
	024084	09/28/23	MET01 (METROPOLITAN TRANSPORT-)		16,742.58	.00	16,742.58	Automatic Generated Check
	024085	09/28/23	OFF01 (ODP BUSINESS SOLUTIONS LLC)		69.06	.00	69.06	Automatic Generated Check
	024086	09/28/23	SCF01 (SC FUELS)		36,053.31	.00	36,053.31	Automatic Generated Check
	024087	09/28/23	SHI02 (SHI INTERNATIONAL CORP)		11,188.72	.00	11,188.72	Automatic Generated Check
	024088	09/29/23	HER05 (MELISSA HERNANDEZ STRAH)		100.00	.00	100.00	Automatic Generated Check
	024089	09/29/23	JOS02 (JEAN INGALLS JOSEY)		200.00	.00	200.00	Automatic Generated Check
	024090	09/29/23	KII01 (BRITTNI KIICK)		100.00	.00	100.00	Automatic Generated Check
	024091	09/29/23	TES03 (JULIE TESTA)		100.00	.00	100.00	Automatic Generated Check
	H13471	09/15/23	TX228 (DEBORAH BUTLER)		71.00	.00	71.00	TX228, PARATAXI REIMBURSE
	H13472	09/15/23	TX242 (BONNIE WOLF)		60.00	.00	60.00	TX242, PARATAXI REIMBURSE
	H13473	09/08/23	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		42,767.75	.00	42,767.75	DIR02, PR DIRECT DEPOSIT
	H13474	09/07/23	EFT01 (ELECTRONIC FUND TRANSFERS)		10,495.03	.00	10,495.03	EFT01, FEDERAL TAX 8/19/2
	H13475	09/07/23	EMP01 (EMPLOYMENT DEVEL DEPT)		3,142.95	.00	3,142.95	EMP01, STATE TAX 8/19/23-
	H13476	09/07/23	PER01 (PERS)		5,665.84	.00	5,665.84	PER01, PERS NEW CONTRIBUT
	H13477	09/07/23	PER01 (PERS)		5,012.15	.00	5,012.15	PER01, PERS CLASSIC CONTR
	H13478	09/07/23	PER04 (CALPERS RETIREMENT SYSTEM)		2,430.87	.00	2,430.87	PER04, PERS 457 CONTRIBUT
	H13479	09/08/23	SHE05 (SHELL)		44.90	.00	44.90	SHE05, AUG-23 CC STATEMEN
	H13480	09/07/23	VER01 (VERIZON WIRELESS)		1,635.17	.00	1,635.17	VER01, 9942690802, 7/23-8
	H13481	09/08/23	MVT01 (MV TRANSPORTATION, INC.)		59,679.69	.00	59,679.69	MVT01, JULY-23 FIXED ROUT
	H13482	09/08/23	MAS01 (ANTHONY D. MASSA)		136.81	.00	136.81	MAS01, 7/30/23-8/2/23 APT
	H13483	09/05/23	PAC02 (PACIFIC GAS AND ELECTRIC)		158.89	.00	158.89	PAC02, 7649646868-7, DOOL
	H13484	09/06/23	CAL04 (CALIFORNIA WATER SERVICE)		483.96	.00	483.96	CAL04, 0198655555, BUS WA
	H13485	09/11/23	CAL04 (CALIFORNIA WATER SERVICE)		1,469.29	.00	1,469.29	CAL04, 9098655555, MOA WA
	H13486	09/01/23	MER01 (MERCHANT SERVICES)		112.36	.00	112.36	MER01, AUG-23 TRANSIT CEN
	H13487	09/01/23	MER01 (MERCHANT SERVICES)		36.88	.00	36.88	MER01, AUG-23 MOA CC STAT
	H13488	09/02/23	LIV10 (LIVERMORE SANITATION INC)		2,728.05	.00	2,728.05	LIV10, 1977738, AUG-23 GA
	H13489	09/07/23	PAC01 (AT&T)		31.43	.00	31.43	PAC01,ACCT #232-351-6260,
	H13490	09/11/23	TEL01 (TPx COMMUNICATIONS)		2,526.80	.00	2,526.80	TEL01, 174258424-0, 9/1/2
	H13491	09/14/23	SUD01 (JENNIFER SUDA)		57.86	.00	57.86	SUD01, 9/6/23 EXPENSE REI
	H13492	09/14/23	GAR05 (JENNIFER GARCIA)		28.62	.00	28.62	GAR05, 7/10/23-9/11/23 MI
	H13493	09/15/23	MVT01 (MV TRANSPORTATION, INC.)		425,000.00	.00	425,000.00	MVT01, 125287, SEPT-23 1S
	H13494	09/15/23	MOR02 (VANESSA MORENO)		38.32	.00	38.32	MOR02, 7/25/23-9/12/23 MI
	H13495	09/15/23	SUD01 (JENNIFER SUDA)		55.47	.00	55.47	SUD01, 6/26/23 EXPENSE RE
	H13496	09/15/23	UBE01 (UBER)		6,416.31	.00	6,416.31	UBE01, AUG-23 GO DUBLIN B
	H13497	09/15/23	HAN01 (HANSON BRIDGETT MARCUS)		1,707.00	.00	1,707.00	HAN01, 1357240, AUG-23 AD
	H13498	09/15/23	HAN01 (HANSON BRIDGETT MARCUS)		6,807.00	.00	6,807.00	HAN01, 1357239, AUG-23 CO
	H13499	09/15/23	NEL01 (NELSON\NYGAARD CONSULTING AS		1,983.01	.00	1,983.01	NEL01, 85754, 7/29/23-8/2
	H13500	09/18/23	RIC03 (RICHARD MILLER)		2,325.00	.00	2,325.00	RIC03, 4041, 7/8/23-7/25/
	H13501	09/14/23	PEX01 (PEX CARD)		4,500.00	.00	4,500.00	PEX01, 9/14/23 PEX CARDS
	H13502	09/20/23	MUT01 (MUTUAL OF OMAHA)		1,163.02	.00	1,163.02	MUT01, OCT-23 LTD & LIFE
	H13503	09/20/23	DEL05 (ALLIED ADMIN/DELTA DENTAL)		2,078.38	.00	2,078.38	DEL05, OCT-23 DELTA DENTA
	H13504	09/20/23	PER03 (CAL PUB EMP RETIRE SYSTM)		42,690.77	.00	42,690.77	PER03, OCT-23 PERS HEALTH
	H13505	09/20/23	AME06 (AMERICAN FIDELITY ASSURANCE		1,400.80	.00	1,400.80	AME06, SEPT-23 FLEXIBLE S
	H13506	09/22/23	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		48,486.77	.00	48,486.77	DIR02, PR DIRECT DEPOSIT
	H13507	09/21/23	EFT01 (ELECTRONIC FUND TRANSFERS)		13,072.08	.00	13,072.08	EFT01, FEDERAL TAX 9/2/23
	H13508	09/21/23	EMP01 (EMPLOYMENT DEVEL DEPT)		3,926.58	.00	3,926.58	EMP01, STATE TAX 9/2/23-9
	H13509	09/21/23	PER01 (PERS)		5,012.15	.00	5,012.15	PER01, PERS CLASSIC CONTR
	H13510	09/21/23	PER01 (PERS)		6,505.37	.00	6,505.37	PER01, PERS NEW CONTRIBUT
	H13511	09/21/23	PER04 (CALPERS RETIREMENT SYSTEM)		2,636.90	.00	2,636.90	PER04, PERS 457 CONTRIBUT
	H13512	09/20/23	VSP01 (VSP)		586.24	.00	586.24	VSP01, OCT-23 VSP VISION
	H13513	09/29/23	MVT01 (MV TRANSPORTATION, INC.)		425,000.00	.00	425,000.00	MVT01, 125288, SEPT-23 2N
	H13514	09/20/23	MAR07 (DAVID MARK)		50.72	.00	50.72	MAR07, 9/15/23 EXPENSE RE
	H13515	09/20/23	NBA01 (NATHAN BARRERAS)		277.50	.00	277.50	NBA01, 9/25-9/28/23 PER D
	H13516	09/20/23	WEG01 (CHRISTY WEGENER)		185.00	.00	185.00	WEG01, 9/25-9/28/23 PER D
	H13517	09/20/23	CEN04 (CENTRAL CONTRA COSTA TRAN)		15,969.44	.00	15,969.44	CEN04, 2024 SOFTWARE MAIN
	H13518	09/22/23	OAK01 (OAKS BUSINESS PK OWNERS)		4,459.00	.00	4,459.00	OAK01, 4TH QTR 2023 BUSIN
	H13519	09/25/23	MAR07 (DAVID MARK)		163.48	.00	163.48	MAR07, 9/21/23 EXPENSE RE
	H13520	09/25/23	CAL15 (CALTRONICS BUSINESS SYS)		240.08	.00	240.08	CAL15, 3877750, 8/16/23-9
	H13521	09/26/23	RMT01 (RMT LANDSCAPE CONTRACTORS IN		8,950.00	.00	8,950.00	RMT01, 20230952, 9/10/23-
	H13522	09/26/23	RMT01 (RMT LANDSCAPE CONTRACTORS IN		700.00	.00	700.00	RMT01, 20230959, RUTAN PR

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LAVTA
 Month End Cash Disbursements Report
 Report for 09-23 BANK ACCOUNT 105

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Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
09-23	H13523	09/25/23	STA01 (STATE COMPENSATION FUND)		1,292.87	.00	1,292.87	STA01, OCT-23 WORKER'S CO
	H13524	09/25/23	HDE01 (HOME DEPOT-CREDIT SERVICES)		83.67	.00	83.67	HDE01, AUG-23 MISC MAINT
	H13525	09/25/23	AIR02 (AIRESRING)		3,240.90	.00	3,240.90	AIR02, 176089300, 9/1/23-
	H13526	09/27/23	NBA01 (NATHAN BARRERAS)		275.00	.00	275.00	NBA01, 9/26/23 EXPENSE RE
	H13527	09/25/23	CAL04 (CALIFORNIA WATER SERVICE)		1,947.72	.00	1,947.72	CAL04, 4616555555, TC IRR
	H13528	09/25/23	CAL04 (CALIFORNIA WATER SERVICE)		51.33	.00	51.33	CAL04, 3616555555, TC WAT
	H13529	09/25/23	CAL04 (CALIFORNIA WATER SERVICE)		55.34	.00	55.34	CAL04, 2575555555, TC FIR
	H13530	09/25/23	CAL04 (CALIFORNIA WATER SERVICE)		73.79	.00	73.79	CAL04, 5755555555, CONTRA
	H13531	09/25/23	CAL04 (CALIFORNIA WATER SERVICE)		73.79	.00	73.79	CAL04, 4755555555, MOA FI
	H13532	09/18/23	PAC02 (PACIFIC GAS AND ELECTRIC)		2,002.46	.00	2,002.46	PAC02, 7264840356-5, BUS
	H13533	09/18/23	PAC02 (PACIFIC GAS AND ELECTRIC)		1,225.31	.00	1,225.31	PAC02, 6062256368-6, ATLA
	H13534	09/20/23	CIT07 (CITY OF LIVERMORE - WATER)		44.81	.00	44.81	CIT07, 138431-00, ATLANTI
	H13535	09/19/23	CIT07 (CITY OF LIVERMORE - WATER)		136.01	.00	136.01	CIT07, 139388-00, BUS WAS
	H13536	09/29/23	BRA02 (EVAN BRANNING)		100.00	.00	100.00	BRA02, SEPT-23 BOD STIPEN
	H13537	09/29/23	BRO03 (KARLA SUE BROWN)		200.00	.00	200.00	BRO03, SEPT-23 BOD STIPEN
	H13538	09/29/23	HAU01 (DAVID HAUBERT)		200.00	.00	200.00	HAU01, SEPT-23 BOD STIPEN
	H13539	09/29/23	CIT06 (CITY OF LIVERMORE SEWER)		50.95	.00	50.95	CIT06, 133389-00, TRANSIT
	H13540	09/29/23	PAC02 (PACIFIC GAS AND ELECTRIC)		6,414.10	.00	6,414.10	PAC02, 5809326332-3, MOA
Total for Bank Account 105 ----->					1,447,362.15	.00	1,447,362.15	
Grand Total of all Bank Accounts ----->					1,447,362.15	.00	1,447,362.15	

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LAVTA
 Month End Payable Activity Report
 Prior Period Report for 09-23

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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
09-23	AIR02 (AIRESRING)	176089300H	09/01/23	10/01/23	A	3240.90	AIR02, 176089300, 9/1/23-9/30/23 SERVICE
09-23	AME06 (AMERICAN FIDELITY ASSURANCE FSA09-23H	08/25/23	09/24/23	A		1400.80	AME06, SEPT-23 FLEXIBLE SPENDING ACCOUNT
09-23	ATT02 (AT&T)	20529039	09/13/23	10/13/23	A	370.50	ATT02, 20529039, PAYER #9391035694 8/13-9/12
09-23	ATT03 (AT&T)	AUG-2023	09/01/23	10/01/23	A	56.22	ATT03, AUG-23 INTERNET PRI ACCOUNT CHARGE
09-23	AVI01 (AMADOR VALLEY INDUSTRIES)	1069929	08/31/23	09/30/23	A	626.99	AVI01, 1069929, AUG-23 GARBAGE PICK UP SERVI
09-23	BAY08 (BAY CITY ELECTRIC WORKS)	W282660	09/07/23	10/07/23	A	2793.40	BAY08, W282660, MP1660 2023 ANNUAL INSPECT &
09-23	BRA02 (EVAN BRANNING)	SEPT-2023H	09/28/23	10/28/23	A	100.00	BRA02, SEPT-23 BOD STIPEND
09-23	BRO03 (KARLA SUE BROWN)	SEPT-2023H	09/28/23	10/28/23	A	200.00	BRO03, SEPT-23 BOD STIPEND
09-23	CAL04 (CALIFORNIA WATER SERVICE)	198081823H	08/18/23	09/17/23	A	483.96	CAL04, 01986555555, BUS WASH 7/21/23-8/17/23
		257083123H	08/31/23	09/30/23	A	55.34	CAL04, 25755555555, TC FIRE 9/1/23-9/30/23
		361090123H	09/01/23	10/01/23	A	51.33	CAL04, 36165555555, TC WATER 8/2/23-8/31/23
		461090523H	09/05/23	10/05/23	A	1947.72	CAL04, 46165555555, TC IRRG 8/2/23-8/31/23
		475083123H	08/31/23	09/30/23	A	73.79	CAL04, 47555555555, MOA FIRE 9/1/23-9/30/23
		575083123H	08/31/23	09/30/23	A	73.79	CAL04, 57555555555, CONTRACTOR FIRE 9/1/23-9/
		909082123H	08/21/23	09/20/23	A	1469.29	CAL04, 90986555555, MOA WATER 7/21/23-8/17/23
	Vendor's Total ----->					4155.22	
09-23	CAL05 (CALTEST LABS)	711773	08/31/23	09/30/23	A	960.45	CAL05, 711773, MP1754 2023 RUTAN ANNUAL COMP
09-23	CAL13 (CALIFORNIA TRANSIT)	312023AUG	09/07/23	10/07/23	A	234.17	CAL13, 31-2023-AUG, AUG-23 INSURANCE CLAIMS
09-23	CAL15 (CALTRONICS BUSINESS SYS)	3877750H	09/15/23	10/15/23	A	240.08	CAL15, 3877750, 8/16/23-9/15/23 BIZHUB
09-23	CEN04 (CENTRAL CONTRA COSTA TRAN)	2024SOFTWH	09/19/23	10/19/23	A	15969.44	CEN04, 2024 SOFTWARE MAINT FEES TRAPEZE-LAVT
09-23	CIT06 (CITY OF LIVERMORE SEWER)	TC091223H	09/12/23	10/12/23	A	50.95	CIT06, 133389-00, TRANSIT CENTER 8/8/23-9/12
09-23	CIT07 (CITY OF LIVERMORE - WATER)	388090523H	09/05/23	10/05/23	A	136.01	CIT07, 139388-00, BUS WASH 8/1/23-9/5/23
		431090523H	09/05/23	10/05/23	A	44.81	CIT07, 138431-00, ATLANTIS IRRG 8/1/23-9/5/2
	Vendor's Total ----->					180.82	
09-23	COR01 (CORBIN WILLITS SYSTEMS)	C309151	09/15/23	10/15/23	A	296.34	COR01, C309151, OCT-23 SERVICE
09-23	CRA02 (CRANETECH INC.)	35390	09/11/23	10/11/23	A	1120.00	CRA02, 35390, MP1613 QTRLY MAINT & CRANE
09-23	DAY02 (DAY & NIGHT PEST CONTROL)	185835	08/30/23	09/29/23	A	218.00	DAY02, 185835, 8/18/23 RUTAN SERVICE
09-23	DEL01 (DELL MARKETING LP)	700137865	09/22/23	10/22/23	A	2244.52	DEL01, 10700137865, MP1762 DELL LATITUDE 744
09-23	DEL05 (ALLIED ADMIN/DELTA DENTAL)	OCT-2023H	09/11/23	10/11/23	A	2078.38	DEL05, OCT-23 DELTA DENTAL INSURANCE
09-23	DIR01 (DIRECT TV)	96X230911	09/11/23	10/11/23	A	30.25	DIR01, 025118596X230911, 9/10/23-10/9/23 SER
09-23	DIR02 (DIRECT DEPOSIT OF PAYROLL C	20230901H	09/06/23	10/06/23	A	42767.75	DIR02, PR DIRECT DEPOSIT 8/19/23-9/1/23
		20230915H	09/20/23	10/20/23	A	48486.77	DIR02, PR DIRECT DEPOSIT 9/2/23-9/15/23
	Vendor's Total ----->					91254.52	
09-23	EFT01 (ELECTRONIC FUND TRANFERS)	20230901H	09/06/23	10/06/23	A	10495.03	EFT01, FEDERAL TAX 8/19/23-9/1/23
		20230915H	09/20/23	10/20/23	A	13072.08	EFT01, FEDERAL TAX 9/2/23-9/15/23
	Vendor's Total ----->					23567.11	
09-23	EMP01 (EMPLOYMENT DEVEL DEPT)	20230901H	09/06/23	10/06/23	A	3142.95	EMP01, STATE TAX 8/19/23-9/1/23
		20230915H	09/20/23	10/20/23	A	3926.58	EMP01, STATE TAX 9/2/23-9/15/23
	Vendor's Total ----->					7069.53	
09-23	FED01 (FedEx)	824214272	09/01/23	10/01/23	A	16.01	FED01, 8-242-14272, SEPT-23 STATEMENT

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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
09-23	FRE01 (FREMONT RUBBER STAMP CO)	177766	09/18/23	10/18/23	A	61.87	FRE01, 177766, MP1736 MICHAEL TOBIN-NAMEPLAT
09-23	GAN01 (GANNETT FLEMING COMPANIES)	000027040	09/14/23	10/14/23	A	17700.00	GAN01, 0000027040, PO #7642 RUTAN HYDROGEN R
09-23	GAR05 (JENNIFER GARCIA)	0710-0911H	09/11/23	10/11/23	A	28.62	GAR05, 7/10/23-9/11/23 MILEAGE REIMBURSEMENT
09-23	GBS01 (WILLIAM R. GRAY & COMPANY I	22012	09/11/23	10/11/23	A	1185.00	GBS01, 22012, AUG-23 SAV ON-CALL ENGINEER SU
09-23	HAN01 (HANSON BRIDGETT MARCUS)	1357239H 1357240H	09/14/23 09/14/23	10/14/23 10/14/23	A A	6807.00 1707.00	HAN01, 1357239, AUG-23 CONTRACT LEGAL FEES HAN01, 1357240, AUG-23 ADMIN LEGAL FEES
		Vendor's Total ----->				8514.00	
09-23	HAU01 (DAVID HAUBERT)	SEPT-2023H	09/28/23	10/28/23	A	200.00	HAU01, SEPT-23 BOD STIPEND
09-23	HDE01 (HOME DEPOT-CREDIT SERVICES)	AUG-2023H	09/13/23	10/13/23	A	83.67	HDE01, AUG-23 MISC MAINT SUPPLIES-CC STATEME
09-23	HER05 (MELISSA HERNANDEZ STRAH)	SEPT-2023	09/28/23	10/28/23	A	100.00	HER05, SEPT-23 BOD STIPEND
09-23	HOT01 (PACIFIC BAY EQUIPMENT-HOTSY	90984	08/29/23	09/28/23	A	675.90	HOT01, 90984, MP1755 PRESSURE WASHER MAINT 8
09-23	INT03 (INTERNATL EFFECTIVENESS)	42935 42938	08/30/23 08/31/23	09/29/23 09/30/23	A A	472.10 68.25	INT03, 42935, FEEDBACK SURVEY TRANSLATION 8/ INT03, 42938, WHEELS IN MOTION WEB CONTENT T
		Vendor's Total ----->				540.35	
09-23	JOS02 (JEAN INGALLS JOSEY)	SEPT-2023	09/28/23	10/28/23	A	200.00	JOS02, SEPT-23 BOD STIPEND
09-23	KII01 (BRITTN KIIICK)	SEPT-2023	09/28/23	10/28/23	A	100.00	KII01, SEPT-23 BOD STIPEND
09-23	KKI01 (ALPHA MEDIA LLC)	707736-1 707736-2	08/31/23 09/10/23	09/30/23 10/10/23	A A	7600.00 400.00	KKI01, 707736-1, 8/1/23-8/31/23 RADIO ADS KKI01, 707736-2, 9/1/23 TRY TRANSIT RADIO AD
		Vendor's Total ----->				8000.00	
09-23	LIV10 (LIVERMORE SANITATION INC)	1977738H	09/01/23	10/01/23	A	2728.05	LIV10, 1977738, AUG-23 GARBAGE SERVICE
09-23	LYF01 (LYFT, INC)	1101840 1101841	08/31/23 08/31/23	09/30/23 09/30/23	A A	12693.67 271.83	LYF01, 1001101840, AUG-23 CODE: GO TRIVALLEY LYF01, 1001101841, AUG-23 CODE: GO SAN RAMON
		Vendor's Total ----->				12965.50	
09-23	MAR07 (DAVID MARK)	9-15-23EXH 9-21-23EXH	09/19/23 09/21/23	10/19/23 10/21/23	A A	50.72 163.48	MAR07, 9/15/23 EXPENSE REIMBURSE-STAFF LUNCH MAR07, 9/21/23 EXPENSE REIMBURSE-STAFF WORKS
		Vendor's Total ----->				214.20	
09-23	MAS01 (ANTHONY D. MASSA)	8-2-23MILH	09/01/23	10/01/23	A	136.81	MAS01, 7/30/23-8/2/23 APTA TECH CONF REIMBUR
09-23	MAZ01 (MAZE & ASSOCIATES)	50300	08/31/23	09/30/23	A	10246.00	MAZ01, 50300, FY23 AUDIT WORK #2-6/30/2023
09-23	MEG02 (MERRIMAC PETROLEUM INC)	2226917 2226983	09/06/23 09/12/23	10/06/23 10/12/23	A A	34798.45 36876.30	MEG02, 2226917, 9/6/23 FUEL DELIVERY MEG02, 2226983, 9/12/23 FUEL DELIVERY
		Vendor's Total ----->				71674.75	
09-23	MER01 (MERCHANT SERVICES)	TC083123H MOA083123H	08/31/23 08/31/23	09/30/23 09/30/23	A A	112.36 36.88	MER01, AUG-23 TRANSIT CENTER CC STATEMENT MER01, AUG-23 MOA CC STATEMENT
		Vendor's Total ----->				149.24	
09-23	MET01 (METROPOLITAN TRANSPORT-)	AR033223 AR033245	09/18/23 09/15/23	10/18/23 10/15/23	A A	2239.53 14503.05	MET01, AR033223, JULY-23 CLIPPER 2.0 FEES MET01, AR033245, JULY-23 CLIPPER FEES
		Vendor's Total ----->				16742.58	
09-23	MOR02 (VANESSA MORENO)	0725-0912H	09/12/23	10/12/23	A	38.32	MOR02, 7/25/23-9/12/23 MILEAGE REIMBURSEMENT
09-23	MUC01 (MULLEN COUGHLIN LLC)	64394	08/31/23	09/30/23	A	5340.00	MUC01, 64394, JULY-23 PROFESSIONAL LEGAL SER

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
09-23	MUT01 (MUTUAL OF OMAHA)	OCT-2023H	09/13/23	10/13/23	A	1163.02	MUT01, OCT-23 LTD & LIFE INSURANCE
09-23	MVT01 (MV TRANSPORTATION, INC.)	125287H	09/03/23	10/03/23	A	425000.00	MVT01, 125287, SEPT-23 1ST INSTALL PAYMENT
		125288H	09/03/23	10/03/23	A	425000.00	MVT01, 125288, SEPT-23 2ND INSTALL PAYMENT
		JULY-2023H	08/03/23	09/02/23	A	59679.69	MVT01, JULY-23 FIXED ROUTE MONTHLY SERVICE
		Vendor's Total ----->				909679.69	
09-23	NBA01 (NATHAN BARRERAS)	0925-0928H	08/15/23	09/14/23	A	277.50	NBA01, 9/25-9/28/23 PER DIEM-CTE ZERO EMISSI
		9-26-23EXH	09/26/23	10/26/23	A	275.00	NBA01, 9/26/23 EXPENSE REIMBURSE-ZEB CONF CO
		Vendor's Total ----->				552.50	
09-23	NEL01 (NELSON\NYGAARD CONSULTING A	85754H	09/04/23	10/04/23	A	1983.01	NEL01, 85754, 7/29/23-8/25/23 LAVTA SRTP/LRT
09-23	OAK01 (OAKS BUSINESS PK OWNERS)	4THQTR-23H	10/01/23	10/31/23	A	4459.00	OAK01, 4TH QTR 2023 BUSINESS PARK DUES
09-23	OFF01 (ODP BUSINESS SOLUTIONS LLC)	391408001	09/05/23	10/05/23	A	46.47	OFF01, 329391408001, 9/5/23 OFFICE SUPPLIES
		528770001	09/12/23	10/12/23	A	69.06	OFF01, 330528770001, 9/12/23 OFFICE SUPPLIES
		566776001	08/25/23	09/24/23	A	203.52	OFF01, 329566776001, 8/25/23 OFFICE SUPPLIES
		848419001	09/01/23	10/01/23	A	124.58	OFF01, 329848419001, 9/1/23 OFFICE SUPPLIES
		Vendor's Total ----->				443.63	
09-23	PAC01 (AT&T)	ATT080723H	08/07/23	09/06/23	A	31.43	PAC01,ACCT #232-351-6260,CONTRACTOR FIRE 8/7
09-23	PAC02 (PACIFIC GAS AND ELECTRIC)	580090623H	09/06/23	10/06/23	A	6414.10	PAC02, 5809326332-3, MOA ELECTRIC 8/1/23-8/2
		606090123H	09/01/23	10/01/23	A	1225.31	PAC02, 6062256368-6, ATLANTIS 7/28/23-8/27/2
		726083023H	08/30/23	09/29/23	A	2002.46	PAC02, 7264840356-5, BUS STOPS 7/21/23-8/20/
		764081723H	08/17/23	09/16/23	A	158.89	PAC02, 7649646868-7, DOOLAN TWR 7/13/23-8/10
		Vendor's Total ----->				9800.76	
09-23	PAC11 (PACIFIC ENVIROMENTAL SERV)	2615	08/31/23	09/30/23	A	130.00	PAC11, 2615, AUG-23 RUTAN MONTHLY SERVICE
		2616	08/31/23	09/30/23	A	130.00	PAC11, 2616, AUG-23 ATLANTIS MONTHLY SERVICE
		Vendor's Total ----->				260.00	
09-23	PER01 (PERS)	20230901CH	09/06/23	10/06/23	A	5012.15	PER01, PERS CLASSIC CONTRIBUTIONS 8/19/23-9/
		20230901NH	09/06/23	10/06/23	A	5665.84	PER01, PERS NEW CONTRIBUTIONS 8/19/23-9/1/23
		20230915CH	09/20/23	10/20/23	A	5012.15	PER01, PERS CLASSIC CONTRIBUTIONS 9/2/23-9/1
		20230915NH	09/20/23	10/20/23	A	6505.37	PER01, PERS NEW CONTRIBUTIONS 9/2/23-9/15/23
		Vendor's Total ----->				22195.51	
09-23	PER03 (CAL PUB EMP RETIRE SYSTM)	OCT-2023H	09/14/23	10/14/23	A	42690.77	PER03, OCT-23 PERS HEALTH INSURANCE
09-23	PER04 (CALPERS RETIREMENT SYSTEM)	20230901H	09/06/23	10/06/23	A	2430.87	PER04, PERS 457 CONTRIBUTIONS 8/19/23-9/1/23
		20230915H	09/20/23	10/20/23	A	2636.90	PER04, PERS 457 CONTRIBUTIONS 9/2/23-9/15/23
		Vendor's Total ----->				5067.77	
09-23	PEX01 (PEX CARD)	9/14DEPOSH	09/14/23	10/14/23	A	4500.00	PEX01, 9/14/23 PEX CARDS ACCOUNT DEPOSIT
09-23	PRE03 (PREMIER SECURITY SOLNS CO)	2308-282	08/22/23	09/21/23	A	1210.00	PRE03, 2308-282, ATLANTIS FIRE ALARM INSTALL
09-23	RIC03 (RICHARD MILLER)	4041H	09/07/23	10/07/23	A	2325.00	RIC03, 4041, 7/8/23-7/25/23 EMERGENCY SERVIC
09-23	RMT01 (RMT LANDSCAPE CONTRACTORS I	20230952H	09/25/23	10/25/23	A	8950.00	RMT01, 20230952, 9/10/23-10/9/23 LANDSCAPE S
		20230959H	09/22/23	10/22/23	A	700.00	RMT01, 20230959, RUTAN DRIP IRRIGATION REPAI
		Vendor's Total ----->				9650.00	
09-23	RSE01 (R & S ERECTION)	131552COM	09/08/23	10/08/23	A	5278.85	RSE01, 131552COMR, MP1689 REPAIR BAY DOOR #1
09-23	SCF01 (SC FUELS)	IN-343335	08/29/23	09/28/23	A	33516.55	SCF01, IN-0000343335, 8/29/23 FUEL DELIVERY
		IN-356770	09/19/23	10/19/23	A	36053.31	SCF01, IN-0000356770, 9/19/23 FUEL DELIVERY
		Vendor's Total ----->				69569.86	
09-23	SHA02 (SHAMROCK OFFICE SOLUTIONS)	3862281	08/30/23	09/29/23	A	24.04	SHA02, 3862281, 8/30/23-9/29/23 FRONT DESK P
09-23	SHE05 (SHELL)	AUG-2023H	09/06/23	10/06/23	A	44.90	SHE05, AUG-23 CC STATEMENT-GAS CARDS

REPORT.: Oct 04 23 Wednesday
 RUN....: Oct 04 23 Time: 14:15
 Run By.: Daniel Zepeda

LAVTA
 Month End Payable Activity Report
 Prior Period Report for 09-23

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

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
09-23	SHI02 (SHI INTERNATIONAL CORP)	B17339785 B17368388	09/07/23 09/15/23	10/07/23 10/15/23	A A	10957.63 11188.72	SHI02, B17339785, PO7663 CROWD STRIKE FALCON SHI02, B17368388, PO 37664 ADOBE CC-ALL APPS
		Vendor's Total ---->				22146.35	
09-23	STA01 (STATE COMPENSATION FUND)	OCT-2023H	09/21/23	10/21/23	A	1292.87	STA01, OCT-23 WORKER'S COMP PREMIUM
09-23	SUD01 (JENNIFER SUDA)	6-26-23EXH 9-6-23EXPH	09/14/23 09/13/23	10/14/23 10/13/23	A A	55.47 57.86	SUD01, 6/26/23 EXPENSE REIMBURSEMENT SUD01, 9/6/23 EXPENSE REIMBURSE-TRAVEL TRAIN
		Vendor's Total ---->				113.33	
09-23	TEL01 (TPx COMMUNICATIONS)	174258424H	08/31/23	09/30/23	A	2526.80	TEL01, 174258424-0, 9/1/23-9/30/23 SERVICE
09-23	TES03 (JULIE TESTA)	SEPT-2023	09/28/23	10/28/23	A	100.00	TES03, SEPT-23 BOD STIPEND
09-23	TX209 (PATRICIA EMERY)	8-19-23	09/12/23	10/12/23	A	20.00	TX209, PARATAXI REIMBURSEMENT 8/19/23
09-23	TX212 (LINDA WANLE)	0501-0724	09/12/23	10/12/23	A	181.33	TX212, PARATAXI REIMBURSEMENT 5/1/23-7/24/23
09-23	TX228 (DEBORAH BUTLER)	0815-0820H	09/12/23	10/12/23	A	71.00	TX228, PARATAXI REIMBURSEMENT 8/15/23-8/20/2
09-23	TX238 (MEGAN LEVITT)	0726-0727	09/12/23	10/12/23	A	40.00	TX238, PARATAXI REIMBURSEMENT 7/26/23-7/27/2
09-23	TX242 (BONNIE WOLF)	0711-0822H	09/12/23	10/12/23	A	60.00	TX242, PARATAXI REIMBURSEMENT 7/11/23-8/22/2
09-23	UBE01 (UBER)	AUG-2023H	09/01/23	10/01/23	A	6416.31	UBE01, AUG-23 GO DUBLIN BILLING
09-23	VER01 (VERIZON WIRELESS)	942690802H	08/22/23	09/21/23	A	1635.17	VER01, 9942690802, 7/23-8/22/23 CELL, WIFI,
09-23	VSP01 (VSP)	OCT-2023H	09/19/23	10/19/23	A	586.24	VSP01, OCT-23 VSP VISION INSURANCE
09-23	WEG01 (CHRISTY WEGENER)	0925-0928H	08/13/23	09/12/23	A	185.00	WEG01, 9/25-9/28/23 PER DIEM-CTE ZERO EMISSI
09-23	WSP01 (WSP USA INC)	1344267	09/11/23	10/11/23	A	4958.55	WSP01, 1344267, AUG-23 SAV SYSTEM ENGINEER S
		Total of Purchases ->				1447362.15	=====

AGENDA

ITEM 6

STAFF REPORT

SUBJECT: Tri-Valley Accessible Advisory Committee (TAAC) Bylaws Update

FROM: Kadri Klm, Paratransit Planner

DATE: October 24, 2023

Action Requested

Forward the recommendation to update Section 3.5 (b) of the Tri-Valley Accessible Advisory Committee (TAAC) bylaws to LAVTA Board of Directors for their approval.

Background

At the June 12, 2023 Tri-Valley Wheels Accessible Committee meeting TAAC member David Weir brought to committee members' attention the discrepancy between the committee bylaws and current practice in terms of timeline for electing the committee Chair and Vice Chair. According to the committee bylaws the election should take place at the last meeting of the fiscal year (May) while in practice the election has been being held at the first meeting of the fiscal year in July.

Discussion

The rationale for having the election in the beginning of the fiscal year rather than at the last meeting of the previous fiscal year has to do with the fact that the committee membership terms also start at the beginning of the fiscal year and end at the end of the fiscal year. This way only the board-appointed members can be elected as officers. The board typically ratifies the appointments for the upcoming fiscal year at their June meeting while the last TAAC meeting of the fiscal year takes place in May.

The proposed language update is located in Section 3.5 (b) Committee Officers and their Duties of the bylaws.

The current version reads:

“(b) The Chair and Vice Chair shall be elected at the last meeting of each fiscal year and assume office at the first meeting of the new fiscal year.”

Proposed version:

“(b) The Chair and Vice Chair shall be elected at the first meeting of each fiscal year and assume office immediately following the election.”

TAAC reviewed the proposed update to the bylaws at their September 6, 2023 meeting and approved the recommended changes.

Recommendation

Staff requests that the Finance and Administration Committee recommends that the Board of Directors approve an update the TAAC bylaws.

Attachment:

1. Draft Bylaws Revision

**BYLAWS
OF THE
TRI-VALLEY ACCESSIBLE ADVISORY COMMITTEE**

ARTICLE 1

NAME

The name of this committee shall be the “TRI VALLEY ACCESSIBLE ADVISORY COMMITTEE.”

ARTICLE 2

DEFINITIONS

The terms defined in this Article shall have the following meaning:

SECTION 2.1. “LAVTA” refers to the Livermore/Amador Valley Transit Authority, created pursuant to Government Code 6500 et. seq., which provides public transportation services within the cities of Dublin, Livermore and Pleasanton, and portions of unincorporated areas in Eastern Alameda County.

SECTION 2.2. “BOARD OF DIRECTORS” or Board, means the governing Board of LAVTA.

SECTION 2.3. “PARATRANSIT” refers to any form of transportation for persons unable to use fixed route public transit.

SECTION 2.4. “PERSON WITH DISABILITIES” refers to any person whose disability prevents him/her from accessing public transportation pursuant to 49 CFR 37.

SECTION 2.5. “ELDERLY” is defined as any person who is sixty-five (65) years of age or older.

SECTION 2.6. “COMPLEMENTARY PARATRANSIT SERVICE” refers to comparable paratransit service to fixed route transit service as mandated by the Americans with Disabilities Act (49 CFR 37.125).

SECTION 2.7. “LOCAL PARATRANSIT SERVICE” refers to paratransit services that are not mandated by the Americans with Disabilities Act, and that are defined by individual transit operators.

SECTION 2.8. “TRANSPORTATION DEVELOPMENT ACT-ARTICLE 4.5” refers to State funding for paratransit service generated from the ¼ cent sales tax.

SECTION 2.9. “ALAMEDA COUNTY MEASURE B” refers to local funding for paratransit service generated by the one-half percent (0.5%) transportation sales tax in Alameda County. Collections for the sales tax authorized by Measure B will be in effect for 20 years, beginning on April 1, 2002 and extending through March 31, 2022.

SECTION 2.10. “ALAMEDA COUNTY MEASURE BB” augments the half-cent Measure B sales tax by a half-cent, beginning April 1, 2015 through March 31, 2022. The full one-cent sales tax authorized by Measure BB will begin April 1, 2022 and will extend through March 31, 2045.

SECTION 2.11. “AMERICANS WITH DISABILITIES ACT” (ADA) refers to the Federal law which provides equal access to buildings, services and public transportation to persons with disabilities (Public Law 101-336). Among its provision, the ADA mandates that public transit operators provide complementary paratransit service to persons whose impairment(s) prevent(s) them from using regular fixed route transit service.

SECTION 2.12. “COMMITTEE” refers to “Tri-Valley Accessible Advisory Committee.”

SECTION 2.13. “MEMBER” is defined as a Member of the Committee, who resides and/or works in the LAVTA member jurisdictions and represents the interests, concerns and suggestions of the elderly and disabled persons. This person may or may not have disabilities, or who may or may not be sixty-five years of age or more.

SECTION 2.14. “FISCAL YEAR” means the period from July 1 to and including the following June 30.

SECTION 2.15. “FIXED ROUTE SERVICE” refers to service that operates along prescribed routes according to fixed schedules.

ARTICLE 3

GENERAL PROVISIONS

SECTION 3.1. RESPONSIBILITIES

The Committee shall have the following responsibilities:

- (a) Provide a forum to discuss matters relating to LAVTA’s fixed route and paratransit system accessibility as they pertain to the elderly and persons with disabilities;
- (b) Advise the Board of Directors on matters relating to LAVTA's fixed route and paratransit system accessibility as they pertain to the elderly and persons with disabilities; and
- (c) To represent the interests of elderly and persons with disabilities who depend upon accessible public transit service(s).

SECTION 3.2. COMMITTEE

- (a) Composition. The Committee shall be composed of eleven (11) members. Each city in the LAVTA jurisdiction shall have two members, and the County of Alameda one member, who is a resident in the LAVTA service area. Three members shall be representatives of social service agencies, which are located in and/or represent people who use or could use transit services in Livermore, Pleasanton and Dublin. One member shall be LAVTA’s representative to the Paratransit Advisory and Planning Committee (PAPCO) of the Alameda County Transportation Commission (ACTC).
- (b) Alternate. Each City, the County, and social service agency, may have one (1) alternate member.
- (c) Qualifications of Members and Alternates. The members and alternates must be able to demonstrate:

- (i) That they reside in the City they represent and in the case of the County, they reside in the LAVTA service area. Social services agencies must be located in and/or serve the residents of LAVTA service area.
 - (ii) Meet regularly during business hours.
 - (iii) Analyze complex issues, reports, etc., and make objective conclusions relating to the issues and reports.
- (d) Appointment Process
- (i) LAVTA shall advertise for any vacancy or vacancies on the Committee on LAVTA's website, post notices to the existing riders, and contact relevant social service agencies regarding serving on the committee. LAVTA's Board of Directors selects and approves committee members.
 - (ii) Every interested person shall complete a LAVTA application form.
 - (iii) The process of making appointments of alternate members shall be the same as for regular members.
- (e) Vacancies on the Committee. When there is a vacancy on the Committee, the alternate member shall fill in as an interim member, and, if desired, shall become a full voting permanent member.

SECTION 3.3 TERM OF APPOINTMENT OF COMMITTEE MEMBERS

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. The term of appointment of the LAVTA's PAPCO representative shall match the PAPCO's membership term. 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. When a vacancy occurs, the vacancy will be filled using the procedure described above.

SECTION 3.4. REMOVAL AND RESIGNATION OF MEMBERS

- (a) Appointed members and alternates may be removed automatically from the Committee by the Board of Directors if:
 - (i) The member or alternate is absent for three (3) consecutive regular and/or special meetings;
 - (ii) A member may resign from the Committee by a letter of resignation to the Board of Directors.

SECTION 3.5. COMMITTEE OFFICERS AND THEIR DUTIES

- (a) The Committee shall elect a Chair and Vice Chair from among its members. The Committee Chair and Vice Chair shall not represent the same city.
- (b) The Chair and Vice Chair shall be elected at the ~~last~~ first meeting of each fiscal year and assume office ~~at the first meeting of the new fiscal year~~ immediately following the election.
- (c) The Chair shall preside at all meetings of the Committee, call special meetings, and act as spokesperson of the Committee with the authorization of the Committee pursuant to Section 4.1 of these Bylaws.
- (d) The Vice Chair shall assume all duties of the Chair in the absence of, or upon request of, the Chair.

- (e) The Chair or his/her designee shall make an oral report at the meeting of the Board of Directors following the Committee's meeting. The designee shall be the Vice Chair of the Committee or a Committee member.
- (f) In the absence of the Chair and Vice Chair, the Committee shall appoint a Chair Pro-Tem to fill the duties of the Chair.

SECTION 3.6. COMMITTEE SECRETARY

A LAVTA staff person shall serve as Secretary and shall have no vote on matters before the Committee. The Secretary shall keep minutes of all regular and special meetings, and submit them to the Committee for approval, maintain a record of attendance, record all roll call votes, and assist with clerical and administrative tasks pertaining to the Committee.

SECTION 3.7. COMMITTEE MEETINGS

- (a) Regular Meeting Site, Schedule and Time. The Committee shall meet quarterly as needed. The Committee shall establish the meeting schedule, meeting time, meeting sites for the regular meetings at the first regular meeting of the fiscal year.
- (b) Regular Meetings. All regular meetings shall have a published agenda. Only items on the agenda shall be addressed at the meeting. Items for a regular meeting agenda may be submitted by any member of the Committee at least two (2) weeks prior to the meeting. The Committee Secretary may submit items for the agenda. Any supportive material for an agenda item shall be submitted at the same time. The Chair and the Committee Secretary shall agree on the final agenda.
- (c) Agendas. The agenda shall contain at least the following: call to order; approval of minutes; old business; new business; public comment and adjournment. Copies of the agenda, with supporting material and past meeting minutes, shall be mailed or delivered to the Committee members.
- (d) Notice. Notice of regular and special meetings shall comply with the Ralph M. Brown Act, Government Code Section 54950, et seq.

- Notices shall be mailed or delivered to the appropriate locations in the LAVTA jurisdiction. Notices may be mailed to the public upon request. All requests for additional information for regular and special meetings shall comply with LAVTA's Access to Public Records Information Policy. All notices of regular and special meetings shall be posted 72 hours prior to the meeting.
- (e) Special Meetings. Special Meetings may be called by the Committee Chair. Special meetings may include regular business in nature and/or time-urgent items. Special meetings shall comply with the same requirements of regular meetings.
 - (f) Accessibility. All meetings shall be conducted in the LAVTA jurisdiction and shall be in a location accessible by public transportation and accessible to persons with disabilities.
 - (g) Quorum. A quorum must be present to take action on agenda items. A quorum consists of a combination of six (6) TAAC representatives and/or alternates. In the absence of a regular representative, the alternate for that representative will be a voting member for the meeting. On the occasion where two (2) representatives from a member city are absent, the alternate for that city will have two (2) votes and will count as two representatives towards quorum. If two (2) or more representatives from member Social Service Agencies are absent, the alternate for Social Services will count as two (2) representatives towards quorum and will be allowed to exercise two (2) votes. On the occasion where one (1) representative from a member city is absent and the alternate is absent, the present city representative will have two (2) votes for the meeting and count as two (2) representatives towards quorum. On the occasion where one (1) Social Services representative is present and two (2) members and alternate representative are absent then the present Social Services representative will have two (2) votes and will count as two (2) representatives towards quorum. In the occasion where two (2) Social Services representatives are absent and one (1) social service representative and one (1) social services alternate is present, each will get one (1) vote and count as one (1) each towards quorum. If the PAPCO representative is absent, there is not an alternate for that representative.

- (h) Affirmative Vote. An affirmative vote by the majority of the filled positions of the Committee is required for an action to be approved, and a quorum must be present in the room in order for a vote to be taken. If a quorum is not present, the Chair would adjourn the meeting.
- (i) Compensation. Committee members shall not receive compensation for attending regular and special meetings. Please refer to section 4.2.
- (j) Parliamentary Procedure. Meetings shall be conducted in accordance with Robert's Rules of Order, Revised, The Classic Edition, General Henry M. Robert, III.
- (k) Minutes of TAAC Meetings. Minutes of the TAAC meetings shall be included in the Board of Directors Agenda Package.
- (l) A member unable to attend a Committee meeting shall notify the member's alternate to attend the meeting.

ARTICLE 4

MISCELLANEOUS

SECTION 4.1. PUBLIC STATEMENTS.

The Chair of the Committee shall be the spokesperson. In the absence of the Chair, the Vice Chair shall act as the spokesperson. In the absence of the Committee's Chair and Vice Chair, a spokesperson shall be appointed by the Committee Chair. Furthermore, no member of the Committee shall speak as a spokesperson for LAVTA without authorization by majority vote of the Board of Directors of LAVTA.

SECTION 4.2. EXPENSES. The Committee is strictly on a volunteer basis; therefore, members shall not be reimbursed for any expenses relative to the Committee's activities and functions. However, LAVTA will provide paratransit service to/from regular and special meetings for Committee members upon request. LAVTA will also provide transit passes at no charge for rides on fixed route services. Members of the public must provide their own transportation.

SECTION 4.3. AMENDMENTS. Proposed amendments to these Bylaws shall be submitted to the LAVTA Board of Directors by the Executive Director with an explanation of the proposed changes. Amendments shall be incorporated into these Bylaws upon a majority vote of the LAVTA Board of Directors

AGENDA

ITEM 7

STAFF REPORT

SUBJECT: Approve Contract Modification #6 with MV Transportation Inc.

FROM: Mike Tobin, Director of Operations

DATE: October 24, 2023

Action Requested

Staff requests that the Finance & Administration Committee recommend that the Board of Directors approve Contract Modification #6 with MV Transportation to add a split shift pay differential for bus operators, and to exercise of the fourth option year of the fixed route operations and maintenance services contract through the end of FY2025.

Background

In 2018, the Board of Directors awarded a contract to MV Transportation, Inc (MV) to provide fixed route operations and maintenance services for LAVTA. The agreement was awarded for a base term of July 1, 2018 to June 30, 2021, with LAVTA holding the right to extend the agreement for four one-year periods. The contract is recommended for extension of the fourth and final option year through June 30, 2025. Furthermore, with the goal of improving operator retention, staff is recommending that the Board approve a modification of the current agreement to include a split shift differential.

Discussion

MV has continued to provide quality fixed route operations and maintenance services since being awarded a new contract in 2018. During that time MV has partnered with LAVTA staff to improve service and ridership as well as driver retention, especially during the COVID-19 pandemic and related service reductions.

In 2021 and 2022, respectively, LAVTA exercised the first two, one-year contract extensions with MV. In mid-2022 MV and LAVTA exercised Modification #3 which revised and increased the wages of operations staff to be more locally competitive. In January 2023, LAVTA and MV executed Modification #4 which provided additional financial incentives and service hour guarantees in the effort to recruit and retain drivers. In April 2023, LAVTA and MV executed modification #5, which exercised the third option year of the fixed route operations and maintenance services contract with MV through the end of FY2024.

Modification #6 preserves and carries forward the financial terms agreed to in all previous modifications as well as the original terms and conditions of the contract, while adding split shift differential pay, while also exercising the fourth one-year extension option that would extend the contract through June of 2025.

The split shift pay differential will provide an additional \$2 per hour worked during any day that an operator has a split shift of 3 hours or more. A split shift is a work shift that is interrupted by non-paid, non-working period. Due to peak oriented transit service, split shifts are often a necessary part of operating a transit system.

Fiscal Impact

The addition of split shift pay differential is estimated to cost approximately \$80,000 annually, half of which MV has agreed to pay. The net impact to LAVTA's FY24 budget is approximately \$53,336, which can be covered within the existing budget.

Recommendation

Staff requests that the Finance and Administration recommends that the Board of Directors approve Contract Modification #6 to the operations and maintenance services contract with MV Transportation, Inc.

Attachment

1. Modification #6 to Agreement with MV Transportation, Inc.

**MODIFICATION NO. 6
TO AGREEMENT BETWEEN LIVERMORE AMADOR VALLEY TRANSIT
AUTHORITY AND MV TRANSPORTATION, INC.**

THIS MODIFICATION to the Agreement is made and entered into as of the [REDACTED] day of [REDACTED], 2023, by and between the LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY, a joint exercise of powers agency established pursuant to California law, hereinafter referred to as "LAVTA," and MV TRANSPORTATION, INC., a California corporation, hereinafter referred to as "Contractor."

WITNESSETH

WHEREAS, on May 3, 2018, LAVTA and the Contractor entered into that certain agreement for the management and operation of LAVTA's transit operations ("Agreement") for a three-year period, with four one-year contract options; and

WHEREAS, on July 1, 2021, LAVTA and the Contractor entered into Contract Modification # 1, revising the hourly rate, monthly fixed rate, and Cutaway maintenance fee for Fiscal Year 2021-2022 and exercising the first one-year contract option (for the period from July 1, 2021 through June 30, 2022); and

WHEREAS, on April 4, 2022, LAVTA and the Contractor entered into Contract Modification # 2, revising the hourly rate, monthly fixed rate, and Cutaway maintenance fee for Fiscal Year 2021-2022 (April 2, 2022 through June 30, 2022); and

WHEREAS, on July 1, 2022, LAVTA and the Contractor entered into Contract Modification # 3, revising the hourly rate, monthly fixed rate, and Cutaway maintenance fee for Fiscal Year 2022-2023 and exercising the second one-year contract option (July 1, 2022 through June 30, 2023); and

WHEREAS, on January 4, 2023, LAVTA and the Contractor entered into Contract Modification # 4, formalizing several financial incentives put in place to address driver recruitment and retention for the remainder for Fiscal Year 2022-2023 (July 1, 2022 through June 30, 2023); and

WHEREAS, on May 5, 2023, LAVTA and the Contractor entered into Contract Modification #5, exercising the third one-year option to cover Fiscal Year 2023 – 2024 (July 1, 2023 through June 30, 2024); and

WHEREAS, staff wishes to enter into Contract Modification #6, amending the agreement by adding a split shift pay differential for operators and to exercise the fourth one-year option term to cover Fiscal Year 2024 - 2025 (July 1, 2024 through June 30, 2025).

NOW THEREFORE, the parties hereto do agree as follows:

1. Commencing November 1, 2023 through June 30, 2025 LAVTA agrees to pay the Contractor for performance of the service set forth in this Agreement as follows:

- a) Commencing November 15, 2023 through June 30, 2025, LAVTA agrees to pay Contractor 50% of costs for a split shift differential of \$2 per hour for every hour worked for a shift with a “split” of three (3) hours or greater.
2. Commencing July 1, 2024 through June 30, 2025 (FY 2024-25) LAVTA agrees to pay the Contractor for performance of the service set forth in this Agreement as follows:

Due to the Contractor wage increases authorized by the Board of Directors of the Livermore Amador Valley Transit Authority in Modification No. 2, LAVTA agrees to pay Contractor for total hours (revenue and deadhead) according to the following revised variable cost per hour and monthly fixed cost, based on the corresponding service level:

Budget Proposal Option Year 4 FY24/25									
	60% service level	70% service level	80% service level	90% service level	Year 7 FY(24/25)	110% service level	120% service level	130% service level	140% service level
A Total Hours	82,097	95,780	109,463	123,146	136,829	150,512	164,195	177,878	191,561
B Cost Per Hour	\$ 64.14	\$ 63.47	\$ 61.48	\$ 59.90	\$ 58.77	\$ 57.71	\$ 56.83	\$ 56.08	\$ 55.53
C Subtotal Annual Hourly cost AXB	\$5,265,571	\$6,079,042	\$ 6,729,874	\$ 7,377,042	\$ 8,041,687	\$ 8,686,177	\$ 9,330,386	\$ 9,976,004	\$10,636,843
D Subtotal Annual Fixed Cost	\$3,793,496	\$3,884,234	\$ 4,069,467	\$ 4,382,841	\$ 4,550,882	\$ 4,755,586	\$ 5,107,344	\$ 5,459,244	\$ 5,848,105
E Subtotal Monthly Fixed	316,125	323,686	339,122	365,237	379,240	396,299	425,612	454,937	487,342
F Grand Total Costs C plus D	\$9,059,067	\$9,963,276	\$10,799,341	\$11,759,884	\$12,592,569	\$13,441,764	\$14,437,730	\$15,435,248	\$16,484,948

*Annual escalator included

Other than what is specifically listed above, no other sections, terms, or conditions of the agreement between LAVTA and MV Transportation, Inc., and previously approved modifications and amendments are being altered at this time. All other sections, conditions, and language in the Agreement not specifically cited as altered in this document are still in full and original effect.

IN WITNESS WHEREOF, the parties hereto have caused this Modification to the Agreement to be executed by and through their respective officers on the day written below.

BY LAVTA this _____ day of November, 2023.

BY CONTRACTOR this _____ day of November, 2023.

MV TRANSPORTATION, INC.:

By: _____
Marie Graul, EVP and Chief Financial Officer

LAVTA:

By: _____
Christy Wegener, Executive Director

APPROVED AS TO FORM:

By: _____
LAVTA Legal Counsel

AGENDA

ITEM 8

LAVTA COMMITTEE ITEMS - November 2023 - March 2024

Finance & Administration Committee

November	Action	Info
Minutes	X	
Treasurers Report	X	
*Typically November committee meetings are cancelled		
December	Action	
Minutes	X	
Treasurers Report	X	
*Typically December committee meetings are cancelled		
January	Action	Info
Minutes	X	
Treasurers Report	X	
2024 Legislative Program	X	
February	Action	Info
Minutes	X	
Treasurers Report	X	
March	Action	Info
Minutes	X	
Treasurers Report	X	