

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

**BOARD OF DIRECTORS MEETING**

**DATE:** July 1, 2024

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

**TIME:** 4:00pm

**TELECONFERENCE LOCATIONS**

Scott Haggerty Heritage House  
4501 Pleasanton Avenue  
Pleasanton CA. 94566

**BOARD MEMBERS**

**EVAN BRANNING – CHAIR**  
**KARLA BROWN**  
**DAVID HAUBERT**  
**MICHAEL McCORRISTON**

**JULIE TESTA – VICE CHAIR**  
**JEAN JOSEY**  
**BRITTNI KIICK**

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

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

**MEETING PROCEDURE**

This Board of Directors meeting will be conducted in person 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](http://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, July 1, 2024 at [frontdesk@lavta.org](mailto:frontdesk@lavta.org). Please include “Public Comment BOD – 7/1/2024” 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 Board 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/86715841855>  
Passcode: BOD1362Mtg
- To supplement a PC, Mac, tablet or device without audio, please also join by phone:  
Dial: 1 (669) 900-6833  
Webinar ID: 867 1584 1855  
Passcode: 761222  
*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: 867 1584 1855  
Passcode: 761222  
*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](mailto:frontdesk@lavta.org)

If you are submitting public comment via email, please do so by 1:00 p.m. on Monday, July 1, 2024 to [frontdesk@lavta.org](mailto:frontdesk@lavta.org). Please include “Public Comment BOD – 7/1/2024” and the agenda item to which your comment applies in the subject line. In the body of the email please include your name. Public comments submitted will be read during Public Comment and will be subject to the regular three-minute time restriction.

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

**2. Roll Call of Members**

**3. Meeting Open to Public**

- Members of the audience may address the Board of Directors on any matter within the general subject matter jurisdiction of the LAVTA Board of Directors.
- Unless members of the audience submit speaker forms before the start of the meeting requesting to address the board on specific items on the agenda, all comments must be made during this item of business. Speaker cards are available at the entrance to the meeting room and should be submitted to the Board secretary.
- Public comments should not exceed three (3) minutes.
- Items are placed on the Agenda by the Chairman of the Board of Directors, the Executive Director, or by any three members of the Board of Directors. Agendas are published 72 hours prior to the meeting.
- No action may be taken on matters raised that are not on the Agenda.
- For the sake of brevity, all questions from the public, Board and Staff will be directed through the Chair.

**4. Consent Agenda**

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

**A. Minutes of the June 3, 2024 Board of Directors meeting.**

**B. Treasurer’s Report for May 2024**

**Recommendation:** Staff recommends that the Board approve the LAVTA Treasurer’s Report for May 2024.

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

**Recommendation:** Staff recommends that the Board of Directors approve Resolution 23-2024 adopting the updated LAVTA Public Transportation Agency Safety Plan.

**D. Update to LAVTA’s Human Resource Policy**

**Recommendation:** Staff recommends that the Board of Directors approve Resolution 16-2024 and the updated Human Resources Policy.

**E. Tri-Valley Passenger Facilities Enhancement Project On-Call Task Order Contract # 2 for Project Design and Engineering**

**Recommendation:** The Projects and Services Committee recommend that the Board of Directors approve Resolution 20-2024 to execute task order #2 with LAVTA’s on-call contractor Kimley Horn and Associates, Inc., for a not-to-exceed amount of \$346,210 with a contingency amount of \$34,621 (10%) to be utilized at the discretion of the Executive Director.

**F. No Cost/Reduced Cost Interagency Transfer Pilot MOU**

**Recommendation:** The Projects and Services Committee recommend the Board of Directors authorize the Executive Director to sign the No Cost/Reduced Cost Interagency Transfer Pilot MOU with MTC

**5. Resolution of the Board of Directors Appreciating the Services of Melissa Hernandez**

**Recommendation:** Staff recommends that the Board of Directors adopt Resolution 21-2024 appreciating the service of former Dublin Mayor Melissa Hernandez.

**6. Award of On-Call Task Order #4: Hydrogen Fueling Station and Hydrogen Fuel-Cell Bus Deployment Project Management and Technical Consulting**

**Recommendation:** The Projects and Services Committee recommend that the Board of Directors approve Resolution 19-2024, authorizing the Executive Director to execute on-call task order #4 with CTE for Hydrogen Fueling Station and Fuel Cell Electric Bus Deployment Project Management and Technical Consulting services.

**7. Establishing Standing Committees and Memberships**

**Recommendation:** Staff recommends the Board confirm and approve Resolution 22-2024, establishing standing committees, memberships, and officers.

**8. Appointment of LAVTA Board Member to Innovate 680 Policy Advisory Committee**

**Recommendation:** Staff recommends the Board appoint LAVTA Board Member Jean Josey as member to the Innovate 680 Policy Advisory Committee.

**9. Executive Director's Report**

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

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

**11. Next Meeting Date is Scheduled for: September 9, 2024**

**12. Adjournment**

Please refrain from wearing scented products (perfume, cologne, after-shave, etc.) to these meetings, as there may be people in attendance susceptible to environmental illnesses.

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

*/s/ Jennifer Suda*  
*LAVTA, Executive Assistant*

*6/27/2024*  
*Date*

*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](mailto:frontdesk@lavta.org)*