

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

BOARD OF DIRECTORS MEETING

DATE: November 3, 2014
PLACE: Diana Lauterbach Room LAVTA Offices
1362 Rutan Court, Suite 100, Livermore CA
TIME: 4:00 pm

MINUTES

1. Call to Order and Pledge of Allegiance

Meeting was called to order by Board Chair Scott Haggerty at 4:00 pm.

2. Roll Call of Members

Members present

Scott Haggerty – Supervisor, County of Alameda
Karla Brown – Councilmember, City of Pleasanton
Bob Woerner – Vice Mayor, City of Livermore
Don Biddle – Vice Mayor, City of Dublin
Jerry Thorne – Mayor, City of Pleasanton
Laureen Turner – Councilmember, City of Livermore
Tim Sbranti – Mayor, City of Dublin

3. Meeting Open to Public

Mary Anna Ramos said she is still having problems with the Paratransit service sending out the wrong type vehicle for her rides. She says she requests vehicles with lifts for her rides but they send vehicles with ramps. It is harder for her to maneuver her large wheelchair in the vehicles when she has to use a ramp. She stated two weeks ago that she hurt her leg getting into a vehicle when she had to use a ramp. Scott Haggerty asked for someone from the paratransit broker to meet with Ms. Ramos after the meeting.

4. Wheels October Accessible Advisory Committee Minutes Report

Herb Hastings, Vice Chair of the Wheels Accessible Advisory Committee (WAAC) reported on the minutes of the October 1, 2014 WAAC meeting. Discussed at this meeting were fixed route and Dial A Ride operational issues, a six month performance analysis on MTM providing Dial A Ride services, and WAAC members' reports on issues and concerns they are having. Karla Brown asked for clarification on items 5 and 8 of the WAAC draft minutes. On item 5, a Rapid bus shelter was destroyed in a vehicle accident. A new driver of a Rapid bus bypassed the stop unaware it was a Rapid stop. He has been retrained and the demolished bus stop is being repaired. On item 8, Shawn Costello's complaint about not being picked up because the reservationist didn't list the full address on his trip request, Karla Brown requested that the ride be tracked as zero pickup and not late.

5. Consent Agenda

Recommend approval of all items on Consent Agenda as follows:

- A. **Minutes of the October 6, 2014 Board of Directors meeting.**
- B. **Treasurer's Report for the month of September 2014**
- C. **Approve Revised Employment Agreement with Michael Tree**
The Board approved the revised contract with Michael Tree.

Approved: Thorne/Turner

Aye votes: Biddle, Haggerty, Woerner, Thorne, Brown, Turner, Sbranti

No votes: None

Abstain: None

6. Fiscal Year 2014 Comprehensive Annual Financial Report (CAFR)

Vikki Rodriguez of Maze & Associates reported to the Board that there were no findings noted in the fiscal year 2014 financial and grant compliance audits. She stated this year's audit had no major changes in reporting compared to last year. The Memorandum of Internal Controls included information on GASB 68, a significant change in accounting for next year's reporting that will reflect unfunded pension liabilities on the Authority's balance sheet. Kathleen Kelly provided responses questions asked at the Committee meetings. The Committee asked what the Farebox Recovery would look like if we didn't have the Rapid. For fiscal year 2012 the Farebox Recovery Ratio would have been over 23% and for fiscal year 2014 it would have been 19.5%. The Committee also wanted to know why there was such a large increase between 2013 and 2014 for Paratransit passengers. The increase was due to an increase in certifications processed. The Board of Directors approved the Comprehensive Annual Financial Report (CAFR), prior to submitting the CAFR to the Government Finance Officers Association (GFOA) for award.

Approved: Turner/Thorne

Aye votes: Biddle, Haggerty, Woerner, Thorne, Brown, Turner, Sbranti

No votes: None

Abstain: None

7. Consolidation of Existing Fare Resolutions

This item was pulled from the agenda by the Interim Executive Director because new fare arrangements were discovered after the report was completed. Staff will make sure they capture all fare related items and include these in the next version of the report. This item will be brought back to the November Finance & Administration Committee for review.

8. Try Transit to School Results

Staff provided a report on the recent Try Transit to School promotion. This year's promotion was very successful, with the average per day ridership totaling 1,291 students. The average ridership on normal days after the promotion dropped to 1,027. Karla Brown would like to see the promotion offered again later in the year and asked for it to come back as an option to the Board. Tim Sbranti asked if staff had a strategy for sustaining ridership. Staff has plans that include making it more accessible to obtain information for services and to involve the school districts by providing pamphlets that are route specific. Staff would like to incorporate a pilot program involving Foothill High School providing teachers with a program on the benefits of

transit. Another idea would be to have a student ambassador program with incentives for free transit.

9. 511.org Real Time Integration Study – Results

Two questions that arose at the Projects & Service Committee were responded to by Kathleen Kelly. The Committee wanted to know why LAVTA was funding the study and not MTC, and if LAVTA didn't have enough funds to complete the study would funding still be available through MTC. LAVTA returned the original grant awarded for this project in 2013, due to concerns and confusion about the requirements MTC had listed in their grant; after a call and emails to MTC it is still not quite clear even now. MTC has said if LAVTA needs more funding to complete this project, they will work with LAVTA. The LAVTA real-time information is anticipated to be available on the 511 website in March 2015.

10. Tentative Minor Service and Schedule Revisions for Winter 2015

Staff provided an update on the minor service and schedule revision for Winter 2015. The goal is to keep the service changes to a minimum until the results of the Comprehensive Operational Analysis are known. Minor tweaks to the schedules will address on-time performance issues. Outreach activities will include providing information to the schools affected by the changes, posting on the Wheels website, and a new bus book.

11. Executive Director's Report

Kathleen Kelly introduced Anthony Zepeda, LAVTA's new Grants & Finance Analyst, and two new Transit Planning Interns, Nancy Lo and Steven Judd. She also noted that both Committees have voted to not have the Committees meet in December, and therefore the January Board meeting is not necessary. Based on comments from the Board affirming that decision, she said that when staff brings the 2015 Board Calendar in December, it will reflect the elimination of the January meeting.

Kathleen stated this was her last Board meeting and she was very happy to have had the opportunity to work with the LAVTA staff.

Each Board member expressed their appreciation for the work and stability that Kathleen Kelly has provided as Interim Executive Director at LAVTA. She was described as "a true professional" and an "all around awesome person."

Karla Brown thanked Tim Sbranti for his service to the LAVTA Board.

12. Preview of Upcoming Committee Agenda Items

The Board was provided with a preview of upcoming agenda items.

13. Matters Initiated by the Board of Directors

None.

14. Next Meeting Date is Scheduled for: December 1, 2014

15. Adjournment

Meeting adjourned at 4:40pm.