

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

**FINANCE and ADMINISTRATION COMMITTEE MEETING / COMMITTEE OF THE  
WHOLE**

**COMMITTEE MEMBERS**

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

**DATE:**            Tuesday, September 22, 2015  
**PLACE:**          Diana Lauterbach Room LAVTA Offices  
                         1362 Rutan Court, Suite 100, Livermore  
**TIME:**            4:00 p.m.

---

**MINUTES**

**1. Call to Order**

Director Don Biddle called the meeting to order at 4:00 pm.

**Members Present**

Don Biddle, Councilmember, City of Dublin  
Karla Brown, Vice Mayor, City of Pleasanton  
Steven Spedowfski – Councilmember, City of Livermore

**Members Absent**

Jerry Pentin, Councilmember, City of Pleasanton  
Laureen Turner – Vice Mayor, City of Livermore

**2. Meeting Open to Public**

No comments

**3. Minutes of the August 25, 2015 Meeting of the F&A Committee**

Approved: Brown/Biddle  
Aye: Biddle, Brown  
No: None  
Abstain: Spedowfski  
Absent: Pentin, Turner

#### **4. 2015 Audit of LAVTA's Financial Statements**

Staff introduced Ms. Vikki Rodriguez of Maze and Associates, accountancy firm, who met the requirement of the Statement on Auditing Standards (SAS) No. 114, by communicating with the Committee:

- An overview of the planned scope and timing of the audit.
- Representations the auditor is requesting from management.
- Additional guidance on the forms and timing of communication.
- An evaluation of the adequacy of the two-way communication.

This is an information item for review and discussion.

#### **5. Treasurer's reports for August 2015**

Based on the fact that one of LAVTA's contractors had not submitted their invoice timely, the Treasurer's Report presented to the Committee was preliminary. Understanding that by the time the Report would be presented to the Board the invoice would be included, the Finance & Administration Committee recommended submitting the August 2015 Treasurer's Report to the Board for approval.

Approved: Brown/Spedowski

Aye: Biddle, Brown, Spedowski

No: None

Abstain: None

Absent: Pentin, Turner

#### **6. Preview of Upcoming F&A Committee Agenda Items**

#### **7. Matters Initiated by Committee Members**

No comments.

#### **8. Next Meeting Date is Scheduled for: October 27, 2015**

#### **9. Adjourn**

Meeting adjourned at 4:16 pm.