

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

**BOARD OF DIRECTORS MEETING**

**DATE:** December 1, 2014  
**PLACE:** Diana Lauterbach Room LAVTA Offices  
1362 Rutan Court, Suite 100, Livermore CA  
**TIME:** 4:00pm

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**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  
Tim Sbranti – Mayor, City of Dublin

**Members Absent**

Laureen Turner – Councilmember, City of Livermore

**3. Meeting Open to Public**

No comments.

**4. Consent Agenda**

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

- A. **Minutes of the November 3, 2014 Board of Directors meeting.**
- B. **Treasurer’s Report for the month of October 2014**
- C. **Set Board of Director Meeting Dates for 2015**
- D. **PTMISEA Authorizing Resolution**

The Board of Directors approved Resolution 32-2014 authorizing application for FY 2014/15 PTMISEA Section 99313 funds.

**E. Disadvantaged Business Enterprise (DBE) 3-Year Goal Establishment (2015-2017)**

The Board adopted the three year DBE goal of 0.13% for Federal Fiscal Years 2015-2017.

**F. Declaration of Surplus Property in Compliance with LAVTA Policy for Disposition of Surplus Property**

The Board of Directors declared as surplus five 1996 40' New Flyer and three 2000 40' Gillig Phantom buses, and authorize their disposal through a method consistent with LAVTA's Policy for Disposition of Surplus Property.

Approved: Thorne/Biddle

Aye: Thorne, Biddle, Woerner, Brown, Haggerty

No: None

Not Present for Vote: Tim Sbranti

**5. Quarterly Budget and Grants Update**

Staff provided an update on the LAVTA Budget and Grants for the first quarter of fiscal year 2015. Reserves are up \$1.1 million from the original FY15 projections due to changes in the TDA and STA reserves. The 1B Security grant for \$36,696 will potentially be returned to CalOES if not used. The Board asked staff to spend time at the Atlantis Facility to research if this grant could be used on some form of security camera that is currently being overlooked. Chair Haggerty asked that a line item for fuel expenses to be included in the quarterly report to see how the fuel prices affect the quarterly budget. In the future, the Quarterly Budget and Grants Update report will be included in the Executive Director's report.

**6. Quarterly Report – Operations**

Staff provided a report on Operations for the first quarter of fiscal year 2015. The report included a summary and analysis of operational statistics. Fixed route shows a slight decrease in average daily ridership compared to last year for Monday thru Saturday service. Sunday service showed a slight increase, largely due to the improved service to the Livermore Premium Outlets on Sundays. On-Time performance remains relatively stable in the first quarter with a slight decrease over the same time period as last year. Customer service complaints are showing a sharp decline and staff contributes this partly to strong outreach efforts during service changes. Paratransit OTP has improved significantly compared to when the new contractor first started providing service. Compared to the first quarter of last year, OTP for Paratransit is down 1% but steadily increasing each month. Customer service complaints are down compared to the same time period as last year. Bob Woerner asked staff to research whether the trend in the rise of key indicators for Paratransit are going up elsewhere. In the future, the Quarterly Operations report will be included in the Executive Director's report.

**7. First Quarter 2015 Marketing and Outreach Activities**

Staff provided an update on Marketing and Outreach activities implemented during the first quarter of fiscal year 2015. Staff also provided an update on activities currently planned for the

remainder of fiscal year 2015. Upcoming activities and events include: Stuff A Bus food drive on December 6, 2014; February Service changes; Spring Foothill High School Free Ride Campaign; and the Wheels Bus Book. The Board asked that the Free Ride Campaign/student ambassador program is offered to the Livermore and Dublin High Schools as well. Staff will begin discussions with Dublin High in early 2015, but may not be able to implement the program until the 2015/2016 school year. In the future, the Quarterly Marketing and Outreach Activities report will be included in the Executive Director's report.

#### **8. Paratransit Survey Update**

Staff provided an update on the follow up Dial A Ride survey given to respondents this past October 2014. Of the original 30 respondents, staff was able to reach 19 of the original surveyed for a follow-up survey. The survey shows rider satisfaction has improved significantly in all categories from the previous responses received. In regards to clients requesting a preference for a certain vehicle for their trips, a report will be brought to the Wheels Accessible Advisory Committee on this topic for discussion. In the future, the Paratransit updates will be included in the Executive Director's report.

#### **9. Comprehensive Operational Analysis – Scope Modification**

Staff provided an update on the additional base task added to the scope of work in the Request For Proposals for the Comprehensive Operational Analysis (COA). The additional base task asks consultants to make recommendations for the Wheels bus network within a 2040 timeframe, utilizing a phase approach for service implementation. To allow for this modification to the scope of work, the due date for submitting proposals has been extended to January 9, 2015. The Board reiterated that they would like to have each city council and staff effectively engaged and weigh in on the study. Bob Woerner asked that staff rethink the wording in the staff report that the scope modification is cost neutral, rather say that it fits within the approved budget.

#### **10. Executive Director's Report**

Executive Director Michael Tree highlighted the upcoming events on his report, including the Stuff A Bus and the Holiday Parades. He invited all to come out and participate at these community goodwill events. He has been reviewing each of the city's General Plans.

#### **11. Matters Initiated by the Board of Directors**

None.

#### **12. Next Meeting Date is Scheduled for: February 2, 2015**

#### **13. Adjournment**

Meeting adjourned at 4:40pm.