

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

BOARD OF DIRECTORS MEETING

DATE: June 5, 2017

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

TIME: 4:00pm

AGENDA

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. May Wheels Accessible Advisory Committee Minutes Report

5. Consent Agenda

Recommend approval of all items on Consent Agenda as follows:

- A. **Minutes of the May 1, 2017 Board of Directors meeting.**
- B. **Treasurer's Report for the month of April 2017**

Recommendation: Staff recommends approval of the April 2017 Treasurer's Report.

- C. **WAAC Appointments for FY17**

Recommendation: Staff has compiled the Board's appointments into Resolution 24-2017 for adoption at the June 5, 2017 Board meeting.

D. One Year Extension to Legal Services Agreement with Hanson Bridgett LLP

Recommendation: The Finance and Administration Committee recommends the Board exercise an option year and extend the legal services agreement from July 1, 2017 through June 30, 2018.

6. Wheels Rebranding

Recommendation: Review the proposed new logo and vehicle design concepts for Wheels bus service and adopt these designs.

7. LAVTA's Operating & Capital Budget for FY 2018

Recommendation: Review and approve the final Operating and Capital Budget for FY 2018.

8. One Year Extension to the Fixed Route Operations and Maintenance Contract to MV Transportation.

Recommendation: Staff recommends Board of Directors exercise the fourth option year and extend the fixed route operations and maintenance agreement from July 1, 2017 through June 30, 2018.

9. One Year Extension to Paratransit Operation and Maintenance Contract to Medical Transportation Management, Inc.

Recommendation: Staff recommends the Board exercise the first option year and extend the paratransit operations and maintenance agreement from July 1, 2017 through June 30, 2018.

10. Bus Exterior Advertising Contract

Recommendation: Staff recommends that a contract be executed with Lamar Transit Advertising for the sale and installation of exterior bus advertising. The contract is for three years beginning July 1, 2017. Lamar's proposal would provide annual revenue to LAVTA of 50 percent of net sales or a minimum annual guarantee of \$95,000, whichever is higher.

11. Management Action Plan

12. Election of LAVTA Chair and Vice Chair

Recommendation: Nominate and elect a LAVTA Board Chair and Vice Chair for FY18 in accordance with the agency's bylaws.

13. Matters Initiated by the Board of Directors

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

14. Next Meeting Date is Scheduled for: July 10, 2017

15. 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

6/1/2017

LAVTA, Administrative Assistant

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*

AGENDA

ITEM 4

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

WHEELS Accessible Advisory Committee

DATE: Wednesday, May 3, 2017

PLACE: Pleasanton Senior Center
1362 Rutan Court, Suite 100, Livermore, CA

TIME: 3:30 p.m.

DRAFT MINUTES

1. Call to Order

The WAAC Chair Carmen Rivera-Hendrickson called the meeting to order at 3:32 pm.

Agenda was approved.
Mack/Waltz

Members Present:

Connie Mack	City of Dublin
Shawn Costello	City of Dublin
Helen Buckholz	City of Dublin – Alternate
Carmen Rivera-Hendrickson	City of Pleasanton
Glenn Hage	City of Pleasanton
Regina Linse	City of Pleasanton – Alternate
Herb Hastings	County of Alameda
Judy LaMarre	County of Alameda – Alternate
Jennifer Cullen	Social Services Member
Raymond Figueroa	Social Services Member
Esther Waltz	PAPCO Representative

Staff Present:

Christy Wegener	LAVTA
Kadri Kulm	LAVTA
Juana Lopez	MTM
Christian Pereira	MV Transportation

Members of the Public:

Erica Trask	Supervisor Haggerty's Office
Becky Hopkins	City of Pleasanton
Melanie Henry	Senior Support Services of Tri-Valley
Sue Tuite	Pleasanton resident
Jan Cornish	Livermore resident
Cheryl Hyek	Carmen Rivera-Hendrickson's PCA

2. Citizens' Forum: An opportunity for members of the audience to comment on a subject not listed on the agenda (under state law, no action may be taken at this meeting)

Shawn Costello inquired why there is no LAVTA/Wheels booth at the Alameda County Fair this year. Staff responded that this was a decision based on resources, but the bus will still be at the fair. Staff will reach out to Alameda County to see if they want to borrow a table.

Jennifer Cullen informed the Committee that her last day with the Senior Support Services of the Tri-Valley is May 22nd as she is moving out of the area. Jennifer introduced Melanie Henry from the Senior Support, who will take her position at the WAAC as a Social Services Representative.

3. Minutes of the May 1, 2017 meetings of the Committee

Approved.

Hastings/Waltz

4. WAAC Recruitment

LAVTA received seven WAAC applications for 2-year terms starting on July 1, 2017. The committee members discussed the placement of applicants in the committee's vacant seats and asked if Regina Linse, the current Pleasanton Alternate, would like to move to the Pleasanton Representative's position since there is a vacancy for that seat. Regina agreed.

Because Mary Anna Ramos has missed several meetings due to her health the committee members recommended that staff write her a letter.

The committee members also discussed the need to amend the WAAC by-laws to reflect new members serving in an alternate capacity for one year, and add it as an item for an upcoming committee meeting.

5. Recommended Fall 2017 Fixed Route Service Changes

The Fall fixed route service changes will be minor and will mostly include schedule changes to address the connectivity issues between the Wheels bus routes as well as connectivity to the BART train. The route by route changes were discussed, including a total overhaul of all the fixed route schedules, a new

Route 14 alignment, modifications to Dublin High School routes, and a slight extension of Route 602.

The comprehensive post COA-implementation service analysis will take place about 18 months after the new service began operating to give the routes adequate time to mature, and is tentatively scheduled to take place late 2017 or early 2018. After that, more significant route modifications may be considered.

Helen Buckholz and Connie Mack inquired about the service in Dublin. Staff explained the GODUBLIN program and staff is also going to mail both Helen and Connie the Route 2 schedule, which serves the City of Dublin, information. Shawn Costello said he would be interested in helping staff testing the GODUBLIN program's wheelchair accessible service that both DeSoto Cab and Lyft provide.

Sue Tuite asked if LAVTA will be deviating the Route 8 during the Alameda County Fair. Staff replied that there will be no Route 8 deviation this year but instead LAVTA will be operating an hourly shuttle service to the fair.

6. Tri-Valley Comprehensive Paratransit Assessment, Stakeholder Advisory Committee (SAC) Selection

Included in the scope of work for the project management team is the coordination of a stakeholder advisory committee to provide direct feedback to the project management team throughout of the course of the Study. Carmen Rivera-Hendrickson, Herb Hastings and Shawn Costello expressed their desire to be part of the SAC, either as WAAC representatives or in other SAC composition positions.

The committee voted that LAVTA and the City of Pleasanton staff get together and pick a WAAC member to serve on the SAC.

Approved.

Rivera-Hendrickson/Costello

7. FY 2017 2nd Quarter Report - Operations

Staff reported that the ridership was down in the second quarter of the current FY when comparing it to the ridership during the same three months the year prior. The OTP remained the same 97% both in FY2017 and FY2016.

Per the committee Chair's request staff distributed copies of a recent news article on Wheels services from Pleasanton Weekly. The committee members found the article confusing as it was combining three different news into one headline. Staff said that LAVTA does not have direct control over the newspaper articles and

Raymond Figueroa reminded the committee members that Pleasanton Weekly is a free newspaper.

The committee members recommended that staff work with the Pleasanton Weekly on a clarification about the article.

Approved.

Costello/Waltz

8. PAPCO Report

Esther Waltz reported on the latest PAPCO/ParaTAC joint meeting that took place on March 27th. During this meeting a Paratransit Program Plan Review Committee for Measure B and BB funds was established. Esther also reported on the April 24th PAPCO meeting.

9. Dial-A-Ride Issues – Suggestions for Changes

Shawn Costello reported that on the way to the LAVTA office for his ADA paratransit eligibility assessment the driver had arrived before the scheduled pick-up time. Shawn was ready to board the vehicle before the scheduled pick-up time but the driver had told him that he needs to wait before he can take off until the start of his pick-up window. MTM staff explained that this is because if the driver departs the pick-up location before the half an hour pick-up window it would be counted against his/her on-time performance.

Judy LaMarre reported that she was in the Dial-A-Ride vehicle for 1 hour and 15 minutes while on the way to the WAAC meeting, which seemed excessive. Staff explained that the length of a DAR trip should be comparable to a similar trip on fixed route, including walking to/from the bus stop and waiting for transfers, and this time length seemed correct for a trip from Livermore to Pleasanton at this time of the day. MTM staff also added that around 3pm is the busiest time for DAR since many Regional Center day programs close at this time. Judy also mentioned that another client who was in the vehicle had canceled her ride while onboard and had asked to be taken back home. MTM staff will follow up.

Staff discussed a complaint that came in from a parent of an adult special-needs child who uses Regional Center-contracted transportation to/from Livermore and Castro Valley. This complaint will be discussed at the May projects and services Committee meeting.

10. Fixed Route Issues – Suggestions for Changes

Carmen Rivera-Hendrickson said that on the way to the LAVTA board meeting on May 1st the driver had refused to secure her chair the way she had asked her to do and she did not feel secure in the vehicle as she felt her chair was moving around too much. LAVTA and MV staff will review the tape.

Carmen also reported that on May 2nd she had waited for Route 10R on 1st and Neal in Pleasanton for one hour between 8pm and 9pm, but none came for westbound direction while there were three 10R buses that had gone eastbound during the same timeframe. Staff will follow-up.

Sue Tuite inquired why the buses wait for about 3 minutes after their scheduled pull times at the BART station. Staff said that the BART trains typically tend to run about 3-4 minutes late and the drivers are instructed to wait until the train gets to the station so that the passengers who need to connect to Wheels buses do not miss their bus. Helen Buckholz added that she likes that the buses wait for her at the BART station as otherwise she would have no option to get back home if she misses her bus.

Judy LaMarre mentioned that there are connectivity issues between the Route 14 and 15. Staff indicated this will be addressed during the rescheduling of the routes for August.

Shawn Costello said wheelchair passengers should be able to board the buses first.

Staff made two announcements:

1. Q-POD representative will be at the LAVTA office on May 19th at 10am to evaluate how to best secure Carmen's and Shawn's chairs in the Wheels fixed route buses. LAVTA will compensate Carmen's and Shawn's rides on Dial-A-Ride to/from the wheelchair assessment. Other WAAC members are also welcome to join.
2. The Historic Pacific Railroad Depot building has been scheduled to be relocated to the current Wheels Transit Center location sometime after the 4th of July. Staff informed the committee that the Transit Center area will be a construction zone at this time and asked for their patience during the construction as there will be dust as well as disturbances to the routes 11, 14 and 15. The current Transit Center building will be demolished and replaced with the relocated Historic Railroad Depot.

11. Adjourn

The meeting was adjourned at 4:58pm.

AGENDA

ITEM 5 A

MINUTES OF THE MAY 1, 2017 LAVTA BOARD MEETING

1. Call to Order and Pledge of Allegiance

Meeting was called to order by Board Vice Chair Karla Brown at 4:02 pm

2. Roll Call of Members

Members Present

David Haubert – Mayor, City of Dublin

Don Biddle – Vice Mayor, City of Dublin

Jerry Pentin – Vice Mayor, City of Pleasanton

Karla Brown – Councilmember, City of Pleasanton

Steven Spedowfski – Vice Mayor, City of Livermore

Bob Coomber – Councilmember, City of Livermore

Members Absent

Scott Haggerty – Supervisor, County of Alameda

3. Meeting Open to Public

Steven Spedowfski, Vice Mayor from City of Livermore, arrived during public comment.

Robert S. Allen

Robert Allen addressed the Board of Directors regarding a correction needed on Agenda Item 3 Meeting Open to Public of the April 3rd meeting minutes. Mr. Allen requested that line 7 of this section state the following: iBART (Interim Isabel BART) would do roughly the equivalent for Livermore for the decade or so until BART rail might be extended as eBART will do for Antioch in Contra Costa County.

4. March Wheels Accessible Advisory Committee Minutes Report

Carmen Rivera-Hendrickson reported that the Wheels Accessible Advisory Committee (WAAC) had an evaluation with MV safety and Training Manager Farries Chappel regarding the Q-Pod wheelchair tie down system, but she still feels uncomfortable with the new restraint system. Ms. Rivera- Hendrickson requested that when ordering buses they should be installed with the traditional hook-up for safety concerns. Ms. Rivera- Hendrickson stated that the Q-Pod works well for most wheel chairs with the exception of oversized wheel chairs.

Councilmember Bob Coomber commented on the usage of hip and shoulder belts and explained that he usually opts out of using them, but if the driver is doing the right thing he or she will offer them.

Staff stated that they have been unable to reach Ms. Rivera- Hendrickson for the past two months to setup a meeting with the Q-Pod representative so that she can express her concerns directly to the manufacturer. Staff will arrange a time with Ms. Rivera-Hendrickson and the manufacturer, and will invite Mr. Costello and Councilmember Bob Coomber to this meeting.

5. Consent Agenda

Recommend approval of all items on Consent Agenda as follows:

A. Minutes of the April 3, 2017 Board of Directors meeting.

The Board of Directors noted the correction to be made to the April 3rd meeting minutes based on Robert Allen's revision request.

B. Treasurer's Report for the month of March 2017

The Board of Directors approved the March 2017 Treasurer's Report.

C. Resolution in Support of Application for FY 16-17 funding through the State Low Carbon Transit Operations Program (LCTOP)

The Board of Directors approved Resolution 21-2017 in support of the allocation request submitted to Caltrans for the Low Carbon Transit Operations Program (LCTOP). Resolution 21-2017 will supersede Resolution 15-2017.

D. Fiscal Year 2016-17 Proposition 1B California Transit Security Grant Program (CTSGP) Resolution

The Board of Directors approved the attached Resolution 22-2017.

E. Resolution Authorizing Investment of Livermore Amador Valley Transit Authority (LAVTA) Monies in the State of California Local Agency Investment Fund (LAIF) and changing the authorized officers

The Board of Directors approved Resolution 20-2017 reauthorizing investment of LAVTA monies in LAIF, and delete Beverly Adamo, Director of Administrative Services and replace with Tamara Edwards, Director of Finance as an authorized officer.

Approved: Haubert/Biddle

Aye: Brown, Pentin, Coomber, Spedowski, Haubert, Biddle

No: None

Absent: Haggerty

6. Potential Fall 2017 Schedule and Service Modifications

Staff gave an update on the proposed 2017 schedule and service modifications to the Board of Directors. LAVTA would like to implement these changes in August 2017. These modifications are to address On-Time Performance (OTP) and transferring issues between the routes and at BART.

In April LAVTA conducted multi-channel outreach in order to solicit public comment on the potential service changes, including on social media (Peach Jar, Facebook, NextDoor, and Twitter); printed materials for posting onboard Wheels buses, including bilingual take-one flyers; a press release; and postings on the LAVTA website at wheelsbus.com. LAVTA received 23 formal comments relating to the proposed service changes. Many comments received are outside of the framework of what can be addressed with the fall changes, but will be retained for the winter 2017-18 system wide service review. The Fall 2017 recommended

service adjustments were provided to the Board in Attachment 2 for review and approval. Please see the table below:

Fall 2017 Recommended Service Adjustments	
Route	Measure
Multiple	Multiple schedule revisions to improve transfer connectivity at hubs
1	Extend service to new East County Courthouse **previously approved**
14	Change the sequencing of service areas in downtown Livermore
14	Adjust weekday frequencies from 30/60 peak/base to 30-45/45-60 peak/base
501	Operate as freeway express west of Hacienda Drive
502	Adjust circulation pattern around Dublin High School
504	Adjust circulation pattern around Dublin High School
505	Suspend route as standalone service
602	Logistical revision to PM service to enable earlier 601 departure from PMS
602	Extend AM service to begin at Bernal/Hearst

Mayor David Haubert did state that he has cautious optimism regarding rerouting route 501 to take I-580 W to I-680 N getting off on Alcosta will be faster, predictable, and more safe than the current route. Mayor David Haubert requested that LAVTA watch this route closely and would like a report back in a two to three months. Vice Mayor Steven Spedowski stated that he has been timing the route and said it is slightly faster to use the freeway.

Vice Mayor Jerry Pentin thanked LAVTA staff for the work that has been done to assist with a suggestion received by a student's parent regarding Route 601.

The Board of Directors approved the recommended schedule and service modifications for Fall 2017, as outlined above.

Approved: Pentin/Coomber

Aye: Brown, Pentin, Coomber, Spedowski, Haubert, Biddle

No: None

Absent: Haggerty

7. Executive Director's Report

Executive Director Michael Tree noted that on April 6th the Assembly and Senate passed SB 1, which will provide added State Transit Assistance Funds to the agency. There are two pots of STA funding that will be improved with SB 1. The first pot will be an approximate \$170,000 increase in funding. MTC is still working on funding estimates for the second pot of STA funds. LAVTA may also be privy to some discretionary funds that are performance or innovation based. Executive Director Michael Tree stated that AB 1444 (Baker) and AB 758 (Eggman) passed the Assembly Transportation Committee and moved on to Appropriations Committee.

LAVTA and the City of Livermore are working together on the Historic Depot Project and Executive Director Michael Tree explained that this will impact some of the routes, due to construction. LAVTA plans on doing marketing to inform patrons of the impact on our system during the construction. Vice Mayor Steven Spedowski stated that the City of Livermore may put a relocation sign up at the Historic Depot to inform the public it is not being knocked down.

Executive Director Michael Tree also noted that the P&S Committee is reviewing rebranding options and provided a picture of the bus wrap and logo. Staff will revisit the “W” in the logo with an alternate design option at the May P&S Committee meeting.

Executive Director Michael Tree explained that LAVTA is working hard on the ridership goal of increasing system ridership by 10% within eighteen months of the August redesign implementation. LAVTA ridership dipped down after the system wide changes in August, but is now back to where it was prior to the change. On-time performance is improving as projected.

Vice Mayor Jerry Pentin requested a map of the solar light locations. Executive Director Michael Tree will provide him a solar light map.

8. Matters Initiated by the Board of Directors

Councilmember Bob Coomber requested that staff contact him regarding the near future meeting with Q-Strain to discuss the QPOD restraint system.

9. Next Meeting Date is Scheduled for: June 5, 2017

10. Adjournment

Meeting adjourned at 4:38pm.

AGENDA

ITEM 5 B

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Treasurer's Report for April 2017

FROM: Tamara Edwards, Finance and Grants Manager

DATE: June 5, 2017

Action Requested

Review and approve the LAVTA Treasurer's Report for April 2017.

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 April 1, 2017	\$8,639,662.08
Payments made	\$1,236,490.89
Deposits made	\$156,632.19
Ending balance April 30, 2017	\$7,559,803.38

Farebox account activity (106):

Beginning balance April 1, 2017	\$156,411.55
Deposits made	\$66,230.28
Ending balance April 30, 2017	\$223,141.83

LAIF investment account activity (135):

Beginning balance April 1, 2017	\$664,142.45
Q3 FY 17 Interest earned	\$1,265.17
Ending balance April 30, 2017	\$665,407.62

Operating Expenditures Summary:

As this is the tenth 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 83.33%. The agency is at 73.18% overall.

Operating Revenues Summary:

While expenses are at 73.18%, revenues are at 84.1%, providing for a healthy cash flow.

Recommendation

The Finance and Administration Committee recommends the April 2017 Treasurer's Report for Approval.

Attachments:

1. April 2017 Treasurer's Report

Approved: _____

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
BALANCE SHEET
FOR THE PERIOD ENDING:
April 30, 2017**

ASSETS:

101 PETTY CASH	200	
102 TICKET SALES CHANGE	240	
105 CASH - GENERAL CHECKING	7,559,803	
106 CASH - FIXED ROUTE ACCOUNT	223,142	
107 Clipper Cash	524,462	
120 ACCOUNTS RECEIVABLE	133,932	
135 INVESTMENTS - LAIF	665,408	
150 PREPAID EXPENSES	687	
160 OPEB ASSET	430,453	
165 DEFFERED OUTFLOW-Pension Related	132,890	
170 INVESTMENTS HELD AT CALTIP	0	
111 NET PROPERTY COSTS	42,245,608	
TOTAL ASSETS		51,916,824

LIABILITIES:

205 ACCOUNTS PAYABLE	371,271	
211 PRE-PAID REVENUE	1,593,595	
21101 Clipper to be distributed	410,273	
22000 FEDERAL INCOME TAXES PAYABLE	536	
22010 STATE INCOME TAX	122	
22020 FICA MEDICARE	58	
22050 PERS HEALTH PAYABLE	0	
22040 PERS RETIREMENT PAYABLE	(331)	
22030 SDI TAXES PAYABLE	18	
22070 AMERICAN FIDELITY INSURANCE PAYABLE	255	
22090 WORKERS' COMPENSATION PAYABLE	7,274	
22100 PERS-457	0	
22110 Direct Deposit Clearing	0	
23101 Net Pension Liability	634,007	
23104 Deferred Inflow- Pension Related	103,992	
23103 INSURANCE CLAIMS PAYABLE	54,503	
23102 UNEMPLOYMENT RESERVE	20,000	
TOTAL LIABILITIES		3,195,573

FUND BALANCE:

301 FUND RESERVE	8,770,327	
304 GRANTS, DONATIONS, PAID-IN CAPITAL	39,460,703	
30401 SALE OF BUSES & EQUIPMENT	55,390	
FUND BALANCE	434,831	
TOTAL FUND BALANCE		48,721,251
TOTAL LIABILITIES & FUND BALANCE		51,916,824

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
REVENUE REPORT
FOR THE PERIOD ENDING:
April 30, 2017**

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
4010100	Fixed Route Passenger Fares	1,548,670	74,182	1,104,578	444,092	71.3%
4020000	Business Park Revenues	191,030	0	106,623	84,407	55.8%
4020500	Special Contract Fares	171,286	0	130,473	40,813	76.2%
4020500	Special Contract Fares - Paratransit	37,000	0	25,239	11,761	68.2%
4010200	Paratransit Passenger Fares	205,968	9,307	145,331	60,637	70.6%
4060100	Concessions	44,135	810	54,553	(10,418)	123.6%
4060300	Advertising Revenue	95,000	0	102,592	(7,592)	108.0%
4070400	Miscellaneous Revenue-Interest	4,500	1,265	4,615	(115)	102.5%
4070300	Non transportation revenue	91,733	6,283	136,193	(44,460)	100.0%
4090100	Local Transportation revenue (TFCA RTE B	137,500	0	34,375	103,125	100.0%
4099100	TDA Article 4.0 - Fixed Route	9,435,973	0	9,433,761	2,212	100.0%
4099500	TDA Article 4.0-BART	84,324	0	57,634	26,690	68.3%
4099200	TDA Article 4.5 - Paratransit	123,457	0	85,042	38,415	68.9%
4099600	Bridge Toll- RM2	580,836	0	290,418	290,418	50.0%
4110100	STA Funds-Paratransit	49,787	0	17,511	32,276	35.2%
4110500	STA Funds- Fixed Route BART	654,479	0	442,173	212,306	67.6%
4110100	STA Funds-pop	700,785	0	700,785	-	100.0%
4110100	STA Funds- rev	198,153	0	198,154	(1)	100.0%
4110100	STA Funds- Lifeline	194,324	0	194,143	181	99.9%
4130000	FTA Section 5307 Preventative Maint.	424,167	0	0	424,167	100.0%
4130000	FTA Section 5307 ADA Paratransit	341,367	0	0	341,367	0.0%
4130000	FTA 5304	-	0	17,307	(17,307)	100.0%
4130000	FTA JARC and NF	84,517	0	7,534	76,983	8.9%
4130000	FTA 5311	38,951	0	0	38,951	0.0%
4640500	Measure B Gap	-	0	0	-	100.0%
4640500	Measure B Express Bus	-	0	0	-	100.0%
4640100	Measure B Paratransit Funds-Fixed Route	884,690	55,752	612,646	272,044	69.2%
4640100	Measure B Paratransit Funds-Paratransit	167,445	10,552	115,955	51,490	69.2%
4640200	Measure BB Paratransit Funds-Fixed Route	660,528	41,329	450,662	209,866	68.2%
4640200	Measure BB Paratransit Funds-Paratransit	283,285	17,725	193,278	90,007	68.2%
TOTAL REVENUE		17,433,890	217,205	14,661,576	2,772,314	84.1%

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
OPERATING EXPENDITURES
FOR THE PERIOD ENDING:
April 30, 2017**

		BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
501 02	Salaries and Wages	\$1,381,056	\$102,674	\$1,094,574	\$286,482	79.26%
502 00	Personnel Benefits	\$815,347	\$52,630	\$683,090	\$132,257	83.78%
503 00	Professional Services	\$699,156	\$65,436	\$435,185	\$263,971	62.24%
503 05	Non-Vehicle Maintenance	\$574,029	\$45,402	\$420,405	\$153,624	73.24%
503 99	Communications	\$10,500	(\$9)	\$2,104	\$8,396	20.04%
504 01	Fuel and Lubricants	\$1,231,310	\$59,848	\$545,901	\$685,409	44.33%
504 03	Non contracted vehicle maintenance	\$15,000	\$131	\$1,751	\$13,249	11.68%
504 99	Office/Operating Supplies	\$50,500	\$2,648	\$15,645	\$34,855	30.98%
504 99	Printing	\$60,000	\$1,349	\$67,777	(\$7,777)	112.96%
505 00	Utilities	\$266,900	\$19,405	\$212,897	\$54,003	79.77%
506 00	Insurance	\$590,936	\$61	\$396,874	\$194,062	67.16%
507 99	Taxes and Fees	\$152,000	\$11,572	\$64,780	\$87,220	42.62%
508 01	Purchased Transportation Fixed Route	\$9,018,334	\$712,385	\$7,257,968	\$1,781,330	80.48%
2-508 02	Purchased Transportation Paratransit	\$2,102,600	\$130,320	\$1,366,842	\$735,758	65.01%
508 03	Purchased Transportation WOD	\$100,000	\$0	\$0	\$100,000	0.00%
509 00	Miscellaneous	\$126,504	\$23,522	\$142,515	(\$18,371)	112.66%
509 02	Professional Development	\$39,718	\$280	\$7,948	\$31,770	20.01%
509 08	Advertising	\$190,000	\$282	\$35,187	\$154,813	18.52%
TOTAL		\$17,423,890	\$1,227,935	\$12,751,445	\$4,691,050	73.18%

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 1 of 2)
FOR THE PERIOD ENDING:
April 30, 2017

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
REVENUE DETAILS						
4090594	TDA (office and facility equip)	20,000	0	0	20,000	0.00%
4090194	TDA Shop repairs and replacement	67,000	0	0	67,000	0.00%
4091794	Bus stop improvements	767,005	0	0	767,005	0.00%
4092394	TDA Bus replacement	2,476,208	0	1,812,118	664,090	73.18%
4090994	TDA IT Upgrades and Replacements	15,500	0	0	15,500	0.00%
4090794	TDA Transit Center Improvements	56,200	0	0	56,200	0.00%
409??94	TDA (Transit Capital)	100,000	0	0	100,000	0.00%
4092094	TDA (Major component rehab)	120,000	0	0	120,000	0.00%
4091394	TDA Board Room upgrade	25,600	0	0	25,600	0.00%
4091294	TDA Doolan Tower Upgrade	10,000	0	0	10,000	0.00%
4090894	TDA TPI	66,000	0	0	66,000	0.00%
4092194	TDA Rebranding bus wrap	95,000	0	0	95,000	0.00%
4091494	TDA WIFI	13,304	0	0	13,304	0.00%
4091594	TDA Farebox upgrade	101,758	0	0	101,758	0.00%
4090394	TDA Non revenue vehicle replacement	144,800	0	0	144,800	0.00%
4092396	Bridge Tolls Bus Replacement	535,578	0	519,943	15,635	97.08%
4111700	PTMISEA Shelters and Stops	116,719	0	0	116,719	0.00%
41124	Prob 1B Security upgrades	73,392	0	0	73,392	0.00%
41114	Prop 1B Wifi	36,696	0	0	36,696	0.00%
41123	PTMISEA Bus Replacement	572,778	0	0	572,778	0.00%
41107	PTMISEA Transit Center Improvements	125,625	0	0	125,625	0.00%
41105	PTMISEA Office improvements	177,390	0	0	177,390	0.00%
41101	PTMISEA Shop Repairs	184,124	0	0	184,124	0.00%
44003	LAVTA SHARE OF SOLD BUS FUNDS	13,312	0	13,312	0	100.00%
41302	FTA MOA FACILITY	-	0	10,308	(10,308)	#DIV/0!
41308	TPI	504,564	0	8,500	496,064	1.68%
41315	FTA Farebox upgrade	398,242	0	0	398,242	0.00%
41304	FTA BRT	450,000	0	62,639	387,361	13.92%
41303	FTA non revenue vehicle upgrade	367,200	0	0	367,200	0.00%
41323	FTA Bus replacements	12,315,205	0	12,078,545	236,660	98.08%
TOTAL REVENUE		19,949,200	-	14,505,365	5,443,835	72.71%

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 2 of 2)
FOR THE PERIOD ENDING:
April 30, 2017

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
EXPENDITURE DETAILS						
CAPITAL PROGRAM - COST CENTER 07						
5550107	Shop Repairs and replacement	251,124	13,000	17,378	233,746	6.92%
5550207	New MOA Facility (Satelite Facility)	-	0	10,582	(10,582)	#DIV/0!
5550307	Non revenue vehicle replacement	512,000	0	0	512,000	0.00%
5550407	BRT	-	4,350	88,789	(88,789)	#DIV/0!
5550507	Office and Facility Equipment	20,000	0	13,389	6,611	66.94%
5550607	511 Integration	-	0	0	0	#DIV/0!
5550707	Driveway resurfacing project	177,390	0	850	176,540	0.48%
5550807	Dublin TPI project	570,564	0	48,954	521,610	8.58%
5550907	IT Upgrades and replacement	15,500	0	732	14,768	4.73%
5551007	Transit Center Upgrades and Improvements	181,825	0	0	181,825	0.00%
5551207	Doolan Tower upgrade	10,000	0	0	10,000	0.00%
5551307	Board Room upgrade	25,600	11,754	11,754	13,846	45.91%
5551407	Wifi	50,000	0	0	50,000	0.00%
5551507	Farebox upgrade	500,000	0	0	500,000	0.00%
5551707	Bus Shelters and Stops	883,724	0	60,076	823,648	6.80%
5552007	Major component rehab	120,000	0	17,125	102,875	14.27%
5552107	Rebranding bus wrap	95,000	0	0	95,000	0.00%
5552307	Bus replacement	15,899,769	0	15,665,534	234,235	98.53%
5552407	Security upgrades	73,392	0	0	73,392	0.00%
555??07	Transit Capital	100,000	0	0	100,000	0.00%
TOTAL CAPITAL EXPENDITURES		19,485,888	29,104	15,935,163	3,550,725	81.78%
FUND BALANCE (CAPITAL)		463312.02	(29,104)	(1,429,798)		
FUND BALANCE (CAPTIAL & OPERATING)		463,312.02	(1,037,766)	495,132		

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

www.treasurer.ca.gov/pmia-laif/laif.asp

May 12, 2017

LIVERMORE/AMADOR VALLEY TRANSIT
 AUTHORITY
 GENERAL MANAGER
 1362 RUTAN COURT, SUITE 100
 LIVERMORE, CA 94550

PMIA Average Monthly Yields

Account Number:

80-01-002

 [Tran Type Definitions](#)

April 2017 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
4/14/2017	4/13/2017	QRD	1533184	SYSTEM	1,265.17

Account Summary

Total Deposit:	1,265.17	Beginning Balance:	661,305.54
Total Withdrawal:	0.00	Ending Balance:	662,570.71

REPORT.: May 15 17 Monday
RUN....: May 15 17 Time: 15:19
Run By.: Daniel Zepeda

LAVTA
Month End Cash Disbursements Report
Prior Period Report for 04-17 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
04-17	H7306	04/07/17	CCG01 (COURTNEY JOSEPH CARDENAS)		13,000.00	.00	13,000.00	CCG01, 265, 2016-19 RUTAN
	H7307	04/07/17	OAK01 (OAKS BUSINESS PK OWNERS)		2,165.00	.00	2,165.00	OAK01, 2ND QTR BUSINESS P
	H7308	04/07/17	MTM01 (MEDICAL TRANSPORTATION MANAG		4,959.50	.00	4,959.50	MTM01, MTM-112088 3/22-4/
	H7309	04/07/17	PAC02 (PACIFIC GAS AND ELECTRIC)		542.48	.00	542.48	PAC02, 7264840356-5, RAPI
	H7310	04/07/17	PAC02 (PACIFIC GAS AND ELECTRIC)		608.29	.00	608.29	PAC02, 9800031052-8, TRAN
	H7311	04/07/17	PAC02 (PACIFIC GAS AND ELECTRIC)		1,876.73	.00	1,876.73	PAC02, 9007202117-4, MOA
	H7312	04/07/17	PAC02 (PACIFIC GAS AND ELECTRIC)		106.60	.00	106.60	PAC02, 7649646868-7, DOOL
	H7313	03/31/17	PAC02 (PACIFIC GAS AND ELECTRIC)		5,902.01	.00	5,902.01	PAC02, 5809326332-3, MOA
	H7314	04/07/17	PAC02 (PACIFIC GAS AND ELECTRIC)		1,470.34	.00	1,470.34	PAC02, 6062256368-6, ATLA
	H7315	04/07/17	CAL04 (CALIFORNIA WATER SERVICE)		45.44	.00	45.44	CAL04, 3616555555, TC WAT
	H7316	04/07/17	CAL04 (CALIFORNIA WATER SERVICE)		75.46	.00	75.46	CAL04, 4616555555, TC IRR
	H7317	04/07/17	CAL04 (CALIFORNIA WATER SERVICE)		85.71	.00	85.71	CAL04, 5755555555, CONTRA
	H7318	04/07/17	CAL04 (CALIFORNIA WATER SERVICE)		85.71	.00	85.71	CAL04, 4755555555, MOA FI
	H7319	04/07/17	CAL04 (CALIFORNIA WATER SERVICE)		64.28	.00	64.28	CAL04, 2575555555, TC FIR
	H7320	04/07/17	CAL04 (CALIFORNIA WATER SERVICE)		71.03	.00	71.03	CAL04, 0198655555, BUS WA
	H7321	04/07/17	CAL04 (CALIFORNIA WATER SERVICE)		534.56	.00	534.56	CAL04, 9098655555, MOA WA
	H7322	04/07/17	CIT07 (CITY OF LIVERMORE - WATER)		26.65	.00	26.65	CIT07, 138432-00, ATLANTI
	H7323	04/07/17	CIT07 (CITY OF LIVERMORE - WATER)		135.95	.00	135.95	CIT07, 138430-01, ATLANTI
	H7324	04/07/17	CIT07 (CITY OF LIVERMORE - WATER)		77.45	.00	77.45	CIT07, 138431-00, ATLANTI
	H7325	04/07/17	CIT07 (CITY OF LIVERMORE - WATER)		133.75	.00	133.75	CIT07, 139388-00, BUS WAS
	H7326	04/07/17	CIT07 (CITY OF LIVERMORE - WATER)		51.26	.00	51.26	CIT07, 139361-00, ATLANTI
	H7327	04/07/17	CIT07 (CITY OF LIVERMORE - WATER)		43.88	.00	43.88	CIT07, 139399-00, ATLANTI
	H7328	04/07/17	STA01 (STATE COMPENSATION FUND)		1,720.50	.00	1,720.50	STA01, APR-17 WORKER'S CO
	H7329	04/07/17	WEG01 (CHRISTY WEGENER)		57.35	.00	57.35	WEG01, MAR-17 TRAVEL REIM
	H7330	04/07/17	MTM01 (MEDICAL TRANSPORTATION MANAG		111,855.42	.00	111,855.42	MTM01, FEB-17 MONTHLY SER
	H7331	04/07/17	MVT01 (MV TRANSPORTATION, INC.)		11,051.78	.00	11,051.78	MVT01, 74467, FEB-17 FIXE
	H7332	04/07/17	VER01 (VERIZON WIRELESS)		1,305.40	.00	1,305.40	VER01, 9782636167, 2/23-3
	H7333	04/07/17	PAC01 (AT&T)		350.45	.00	350.45	PAC01, ACCT #436-951-0106
	H7334	04/07/17	PAC01 (AT&T)		144.49	.00	144.49	PAC01, ACCT #925-243-9029
	H7335	04/07/17	PAC01 (AT&T)		32.94	.00	32.94	PAC01, ACCT #232-351-6260
	H7336	04/07/17	TX143 (KIM BRETOI)		164.90	.00	164.90	TX143, PARATAXI REIMBURSE
	H7337	04/07/17	TAX14 (KAREN ADAMS)		32.96	.00	32.96	TAX14, PARATAXI REIMBURSE
	H7338	04/07/17	SUD01 (JENNIFER SUDA)		32.71	.00	32.71	SUD01, MAR-17 EXPENSE REI
	H7339	04/21/17	MTM01 (MEDICAL TRANSPORTATION MANAG		5,022.50	.00	5,022.50	MTM01, MTM-112089, 4/5-4/
	H7340	04/21/17	CAL15 (CALTRONICS BUSINESS SYS)		472.60	.00	472.60	CAL15, 2242107, BIZHUB TH
	H7341	04/21/17	STA13 (STAPLES CREDIT PLAN)		577.02	.00	577.02	STA13, APR-17 CC STATEMEN
	H7342	04/22/17	YEA01 (JENNIFER YEAMANS)		56.94	.00	56.94	YEA01, MAR-17 TRAVEL REIM
	H7343	04/21/17	KUL01 (KADRI KULM)		37.96	.00	37.96	KUL01, MAR-17 TRAVEL REIM
	H7344	04/21/17	VER01 (VERIZON WIRELESS)		369.36	.00	369.36	VER01, 9000091294, PO #61
	H7345	04/21/17	SHE05 (SHELL)		19.32	.00	19.32	SHE05, APR-17 CC STATEMEN
	H7346	04/15/17	MVT01 (MV TRANSPORTATION, INC.)		337,810.88	.00	337,810.88	MVT01, 75131, APR-17 1ST
	H7347	04/14/17	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		37,758.89	.00	37,758.89	DIR02, PR DIRECT DEPOSIT
	H7348	04/14/17	EMP01 (EMPLOYMENT DEVEL DEPT)		2,642.63	.00	2,642.63	EMP01, STATE TAXES 3/24-4
	H7349	04/14/17	EFT01 (ELECTRONIC FUND TRANSFERS)		7,570.81	.00	7,570.81	EFT01, FEDERAL TAXES 3/24
	H7350	04/14/17	PER01 (PERS)		3,305.78	.00	3,305.78	PER01, PERS NEW CONTRIBUT
	H7351	04/14/17	PER01 (PERS)		3,752.00	.00	3,752.00	PER01, PERS CLASSIC CONTR
	H7352	04/14/17	PER04 (CALPERS RETIREMENT SYSTEM)		716.01	.00	716.01	PER04, PERS 457 CONTRIBUT
	H7353	04/21/17	TX177 (MARILYN LANE)		40.00	.00	40.00	TX177, PARATAXI REIMBURSE
	H7354	04/21/17	TAX07 (ASMA SYEDA)		10.84	.00	10.84	TAX07, PARATAXI REIMBURSE
	H7355	04/21/17	TAX72 (JUSTIN HART)		106.06	.00	106.06	TAX72, PARATAXI REIMBURSE
	H7356	04/21/17	TX137 (HIMATILAL R MEHTA)		69.91	.00	69.91	TX137, PARATAXI REIMBURSE
	H7357	04/21/17	TAX14 (KAREN ADAMS)		20.00	.00	20.00	TAX14, PARATAXI REIMBURSE
	H7358	04/21/17	TX113 (RODGER RAGER)		142.00	.00	142.00	TX113, PARATAXI REIMBURSE
	H7359	04/21/17	TAX67 (CHRISTEL RAGER)		138.55	.00	138.55	TAX67, PARATAXI REIMBURSE
	H7360	04/21/17	TAX91 (VIVIAN MARIE MILLER)		105.61	.00	105.61	TAX91, PARATAXI REIMBURSE
	H7361	04/21/17	WEG01 (CHRISTY WEGENER)		128.00	.00	128.00	WEG01, PER DIEM CALACT SP
	H7362	04/21/17	MCC01 (TONY MCCAULAY)		12,156.71	.00	12,156.71	MCC01, MOVING EXPENSE REI
	H7363	04/30/17	STA05 (STATE BOARD OF EQUAL)		885.58	.00	885.58	STA05, 1ST QTR 2017 EXEMP
	H7364	04/30/17	STA04 (STATE BOARD OF)		1,698.86	.00	1,698.86	STA04, 1ST QTR 2017 UNDER
	H7365	04/30/17	PER04 (CALPERS RETIREMENT SYSTEM)		716.63	.00	716.63	PER04, PERS 457 CONTRIBUT
	H7366	04/30/17	PER01 (PERS)		3,305.78	.00	3,305.78	PER01, PERS NEW CONTRIBUT
	H7367	04/30/17	PER01 (PERS)		3,752.00	.00	3,752.00	PER01, PERS CLASSIC CONTR
	H7368	04/30/17	EFT01 (ELECTRONIC FUND TRANSFERS)		7,529.71	.00	7,529.71	EFT01, FEDERAL TAXES 4/7-
	H7369	04/30/17	DEL05 (ALLIED ADMIN/DELTA DENTAL)		2,503.12	.00	2,503.12	DEL05, MAY-17 DENTAL INSU
	H7370	04/30/17	EMP01 (EMPLOYMENT DEVEL DEPT)		2,636.42	.00	2,636.42	EMP01, STATE TAXES 4/7-4/
	H7371	04/30/17	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		37,250.19	.00	37,250.19	DIR02, PR DIRECT DEPOSIT
	H7372	04/30/17	PER03 (CAL PUB EMP RETIRE SYSTM)		38,939.85	.00	38,939.85	PER03, MAY-17 HEALTH INSU
	H7373	04/30/17	BID01 (DON BIDDLE)		200.00	.00	200.00	BID01, APR-17 BOD STIPEND
	H7374	04/30/17	BRO03 (KARLA SUE BROWN)		200.00	.00	200.00	BRO03, APR-17 BOD STIPEND
	H7375	04/30/17	HAG01 (SCOTT HAGGERTY)		200.00	.00	200.00	HAG01, APR-17 BOD STIPEND
	H7376	04/30/17	HAU01 (DAVID HAUBERT)		100.00	.00	100.00	HAU01, APR-17 BOD STIPEND
	H7377	04/30/17	PEN01 (JERRY PENTIN)		200.00	.00	200.00	PEN01, APR-17 BOD STIPEND
	H7378	04/30/17	SPE04 (STEVEN G. SPEDOWFSKI)		200.00	.00	200.00	SPE04, APR-17 BOD STIPEND
	H7379	04/30/17	COO03 (BOB COOMBER)		300.00	.00	300.00	COO03, APR-17 BOD STIPEND
	H7380	04/28/17	MVT01 (MV TRANSPORTATION, INC.)		337,810.88	.00	337,810.88	MVT01, 75132, APR-17 2ND
	H7381	04/01/17	MER01 (MERCHANT SERVICES)		161.37	.00	161.37	MER01, MAR-17 MOA CC FEES
	H7382	04/01/17	MER01 (MERCHANT SERVICES)		140.25	.00	140.25	MER01, MAR-17 TC CC FEES
	019804	04/07/17	A&M01 (LEO LAM INC)		221.91	.00	221.91	Automatic Generated Check
	019805	04/07/17	ART01 (ART'S SECURITY LOCKSMITH)		104.37	.00	104.37	Automatic Generated Check
	019806	04/07/17	ATT03 (AT&T)		955.85	.00	955.85	Automatic Generated Check
	019807	04/07/17	BAY08 (BAY CITY ELECTRIC WORKS)		250.00	.00	250.00	Automatic Generated Check
	019808	04/07/17	CAL05 (CALTEST LABS)		885.40	.00	885.40	Automatic Generated Check
	019809	04/07/17	CAL13 (CALIFORNIA TRANSIT)		284.16	.00	284.16	Automatic Generated Check
	019810	04/07/17	VOID (Reversed Check)		.00	.00	.00	Ck# 019810 Reversed
	019811	04/07/17	CIT06 (CITY OF LIVERMORE SEWER)		109.26	.00	109.26	Automatic Generated Check
	019812	04/07/17	ELB01 (ELB US INC.)		11,754.06	.00	11,754.06	Automatic Generated Check
	019813	04/07/17	IGU01 (IGUANA DESIGN AND PRINT)		1,349.08	.00	1,349.08	Automatic Generated Check
	019814	04/07/17	INT01 (INTERSTATE PLASTICS)		59.79	.00	59.79	Automatic Generated Check
	019815	04/07/17	IPC01 (IPC (USA) INC)		15,159.81	.00	15,159.81	Automatic Generated Check
	019816	04/07/17	JTH01 (J. THAYER COMPANY)		89.85	.00	89.85	Automatic Generated Check
	019817	04/07/17	KOF01 (KOFF & ASSOCIATES)		1,375.00	.00	1,375.00	Automatic Generated Check

REPORT.: May 15 17 Monday
 RUN....: May 15 17 Time: 15:19
 Run By.: Daniel Zepeda

LAVTA
 Month End Cash Disbursements Report
 Prior Period Report for 04-17 BANK ACCOUNT 105

PAGE: 002
 ID #: PY-CD
 CTL.: WHE

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
04-17	019818	04/07/17	LIV10 (LIVERMORE SANITATION INC)		2,317.45	.00	2,317.45	Automatic Generated Check
	019819	04/07/17	PRE03 (PREMIER SECURITY SOLNS CO)		314.90	.00	314.90	Automatic Generated Check
	019820	04/07/17	PRO02 (PROFESSIONAL ELECTRIC)		350.00	.00	350.00	Automatic Generated Check
	019821	04/07/17	SCF01 (SC FUELS)		29,702.35	.00	29,702.35	Automatic Generated Check
	019822	04/07/17	SDG01 (STEER DAVIES & GLEAVE INC.)		24,477.00	.00	24,477.00	Automatic Generated Check
	019823	04/07/17	SHA02 (SHAMROCK OFFICE SOLUTIONS)		1,679.13	.00	1,679.13	Automatic Generated Check
	019824	04/07/17	TCG01 (THE CREATIVE GROUP)		3,033.60	.00	3,033.60	Automatic Generated Check
	019825	04/07/17	TIC01 (JENNIFER PHAM)		35.00	.00	35.00	Automatic Generated Check
	019826	04/07/17	TIC06 (LINDA VERNON)		18.00	.00	18.00	Automatic Generated Check
	019827	04/07/17	TRA10 (TRANSIT INFORMATION PROD.)		4,350.04	.00	4,350.04	Automatic Generated Check
	019828	04/07/17	TX115 (LARRY MENDEZ)		73.31	.00	73.31	Automatic Generated Check
	019829	04/07/17	TX169 (SARAH SARGAZI)		26.35	.00	26.35	Automatic Generated Check
	019830	04/07/17	TX174 (MOLLIE BYRD)		159.48	.00	159.48	Automatic Generated Check
	019831	04/07/17	TX175 (AMELIA GONZALES)		67.79	.00	67.79	Automatic Generated Check
	019832	04/07/17	TX176 (TERA BRINGHURST)		59.57	.00	59.57	Automatic Generated Check
	019833	04/21/17	AIM01 (AIM TO PLEASE JANITORIAL SER		34,419.88	.00	34,419.88	Automatic Generated Check
	019834	04/21/17	ATT02 (AT&T)		376.17	.00	376.17	Automatic Generated Check
	019835	04/21/17	AVI01 (AMADOR VALLEY INDUSTRIES)		341.71	.00	341.71	Automatic Generated Check
	019836	04/21/17	BAY03 (BAY AREA NEWS GROUP)		225.00	.00	225.00	Automatic Generated Check
	019837	04/21/17	CIT06 (CITY OF LIVERMORE SEWER)		43.88	.00	43.88	Automatic Generated Check
	019838	04/21/17	DAY02 (DAY & NIGHT PEST CONTROL)		218.00	.00	218.00	Automatic Generated Check
	019839	04/21/17	DIR01 (DIRECT TV)		14.00	.00	14.00	Automatic Generated Check
	019840	04/21/17	EME01 (EMERALD LANDSCAPE CO INC)		1,940.00	.00	1,940.00	Automatic Generated Check
	019841	04/21/17	HOT01 (HOTSYPACIFIC)		2,205.09	.00	2,205.09	Automatic Generated Check
	019842	04/21/17	IPC01 (IPC (USA)INC)		15,550.92	.00	15,550.92	Automatic Generated Check
	019843	04/21/17	L&D01 (L&D PRINTING INC)		406.52	.00	406.52	Automatic Generated Check
	019844	04/21/17	LIV13 (LIVERMORE-PLEASANTON)		4,775.50	.00	4,775.50	Automatic Generated Check
	019845	04/21/17	MET01 (METROPOLITAN TRANSPORT-)		6,782.31	.00	6,782.31	Automatic Generated Check
	019846	04/21/17	OVE01 (ONE VISION ENTERPRISES)		33,800.00	.00	33,800.00	Automatic Generated Check
	019847	04/21/17	PAC11 (PACIFIC ENVIROMENTAL SERV)		240.00	.00	240.00	Automatic Generated Check
	019848	04/21/17	SCF01 (SC FUELS)		3,747.50	.00	3,747.50	Automatic Generated Check
	019849	04/21/17	SOL01 (SOLUTIONS FOR TRANSIT)		2,083.33	.00	2,083.33	Automatic Generated Check
	019850	04/21/17	STA15 (STATE WATER RESOURCES CONTRO		3,352.00	.00	3,352.00	Automatic Generated Check
	019851	04/21/17	TEL01 (TELEPACIFIC COMMUNICATIONS)		1,906.44	.00	1,906.44	Automatic Generated Check
	019852	04/21/17	TX133 (SAROJA IYER)		204.98	.00	204.98	Automatic Generated Check
	019853	04/21/17	TX146 (CHARLES PLUNGE)		14.45	.00	14.45	Automatic Generated Check
	019854	04/21/17	TX162 (SANDRA LANGLOTZ)		371.29	.00	371.29	Automatic Generated Check
	019855	04/21/17	TX174 (MOLLIE BYRD)		223.43	.00	223.43	Automatic Generated Check
	019856	04/21/17	TX176 (TERA BRINGHURST)		36.98	.00	36.98	Automatic Generated Check
	019857	04/21/17	WEL03 (WELLS SWEEPING)		377.00	.00	377.00	Automatic Generated Check
Total for Bank Account 105 ----->					1,223,490.89	.00	1,223,490.89	
Grand Total of all Bank Accounts ----->					1,223,490.89	.00	1,223,490.89	

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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
04-17	A&M01 (LEO LAM INC)	135879	03/31/17	04/30/17	A	221.91	A&M01, 135879, PO #6130 GODUBLIN BUSINESS CA
04-17	AIM01 (AIM TO PLEASE JANITORIAL SE	1029	12/29/16	01/28/17	A	10500.00	AIM01, 1029, DEC-16 BUS STOP CLEANING SERVIC
		1030	01/25/17	02/24/17	A	10500.00	AIM01, 1030, JAN-17 BUS STOP CLEANING SERVIC
		1031	02/22/17	03/24/17	A	10500.00	AIM01, 1031, FEB-17 BUS STOP CLEANING
	19-MAR-17		03/29/17	04/28/17	A	2919.88	AIM01, MAR-17 MONTHLY JANITORIAL SERVICE
	Vendor's Total ----->					34419.88	
04-17	ART01 (ART'S SECURITY LOCKSMITH)	76838	03/31/17	04/30/17	A	104.37	ART01, 76838, PO #6153 ED FILING CABINET KEY
04-17	ATT02 (AT&T)	9553858	04/13/17	05/13/17	A	376.17	ATT02, PAYER #9391035694, 3/13-4/12/17
04-17	ATT03 (AT&T)	141395306	03/19/17	04/18/17	A	955.85	ATT03, ACCT #171-795-7615, MAR-17 INTERNET P
04-17	AVI01 (AMADOR VALLEY INDUSTRIES)	607246	03/31/17	04/30/17	A	341.71	AVI01, 607246, MAR-17 GARBAGE PICK UP SERVIC
04-17	BAY03 (BAY AREA NEWS GROUP)	1041194	03/31/17	04/30/17	A	225.00	BAY03, 1041194, PO #6084 ON-CALL GRAPHIC DES
04-17	BAY08 (BAY CITY ELECTRIC WORKS)	W167302	01/30/17	03/01/17	A	250.00	BAY08, W167302, JAN-17 GENERATOR PREVENT MAI
04-17	BID01 (DON BIDDLE)	APR-2017H	04/30/17	05/30/17	A	200.00	BID01, APR-17 BOD STIPEND
04-17	BRO03 (KARLA SUE BROWN)	APR-2017H	04/30/17	05/30/17	A	200.00	BRO03, APR-17 BOD STIPEND
04-17	CAL04 (CALIFORNIA WATER SERVICE)	198031717H	03/17/17	04/16/17	A	71.03	CAL04, 0198655555, BUS WASH 2/16-3/16/17
		257033117H	03/31/17	04/30/17	A	64.28	CAL04, 2575555555, TC FIRE 4/1-4/30/17
		361040317H	04/03/17	05/03/17	A	45.44	CAL04, 3616555555, TC WATER 3/1-3/30/17
		461040317H	04/03/17	05/03/17	A	75.46	CAL04, 4616555555, TC IRRG. 3/1-3/30/17
		475033117H	03/31/17	04/30/17	A	85.71	CAL04, 4755555555, MOA FIRE 4/1-4/30/17
		575033117H	03/31/17	04/30/17	A	85.71	CAL04, 5755555555, CONTRACTOR FIRE 4/1-4/30/17
		909031717H	03/17/17	04/16/17	A	534.56	CAL04, 9098655555, MOA WATER 2/16-3/16/17
	Vendor's Total ----->					962.19	
04-17	CAL05 (CALTEST LABS)	570900	03/20/17	04/19/17	A	885.40	CAL05, 57090,PPO #6139 2017 ANNUAL COMPLIANC
04-17	CAL13 (CALIFORNIA TRANSIT)	312017MAR	04/06/17	05/06/17	A	284.16	CAL13, MAR-17 INSURANCE CLAIMS
04-17	CAL15 (CALTRONICS BUSINESS SYS)	2242107H	04/10/17	05/10/17	A	472.60	CAL15, 2242107, BIZHUB THRU 4/7/17
04-17	CCG01 (COURTNEY JOSEPH CARDENAS)	265	03/31/17	04/30/17	A	13000.00	CCG01, 265, 2016-19 RUTAN BAY LIFT PROJECT
		265H	03/31/17	04/30/17	A	13000.00	CCG01, 265, 2016-19 RUTAN BAY LIFT PROJECT
		265u	04/07/17	/ /		13000.00	Ck# 019810 Reversed
	Vendor's Total ----->					13000.00	
04-17	CIT06 (CITY OF LIVERMORE SEWER)	BW032117	03/21/17	04/20/17	A	48.27	CIT06, 138143-00, BUS WASH 2/21-3/21/17
		TC041117	04/11/17	05/11/17	A	43.88	CIT06, 133389-00, TRANSIT CENTER 3/14-4/11/1
		MOA032117	03/21/17	04/20/17	A	60.99	CIT06, 133294-00, MOA SEWER 2/21-3/21/17
	Vendor's Total ----->					153.14	
04-17	CIT07 (CITY OF LIVERMORE - WATER)	361032117H	03/21/17	04/20/17	A	51.26	CIT07, 139361-00, ATLANTIS SEWER 2/21-3/21/1
		388032117H	03/21/17	04/20/17	A	133.75	CIT07, 139388-00, BUS WASH 2/21-3/21/17
		399032117H	03/21/17	04/20/17	A	43.88	CIT07, 139399-00, ATLANTIS SEWER 2/21-3/21/1
		430032117H	03/21/17	04/20/17	A	135.95	CIT07, 138430-01, ATLANTIS INDOOR 2/21-3/21/1
		431032117H	03/21/17	04/20/17	A	77.45	CIT07, 138431-00, ATLANTIS IRRG. 2/21-3/21/1
		432032117H	03/21/17	04/20/17	A	26.65	CIT07, 138432-00, ATLANTIS FIRE 2/21-3/21/17
	Vendor's Total ----->					468.94	
04-17	COO03 (BOB COOMBER)	APR-2017H	04/30/17	05/30/17	A	300.00	COO03, APR-17 BOD STIPEND
04-17	DAY02 (DAY & NIGHT PEST CONTROL)	123150	04/03/17	05/03/17	A	218.00	DAY02, 123150, 3/31/17 RUTAN SERVICE
04-17	DEL05 (ALLIED ADMIN/DELTA DENTAL)	MAY-2017H	04/25/17	05/25/17	A	2503.12	DEL05, MAY-17 DENTAL INSURANCE
04-17	DIR01 (DIRECT TV)	133338168	04/11/17	05/11/17	A	14.00	DIR01, 31133338168, APR-17 SERVICE

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04-17	DIR02 (DIRECT DEPOSIT OF PAYROLL C	20170407H	04/14/17	05/14/17	A	37758.89	DIR02, PR DIRECT DEPOSIT 3/24-4/7/17
		20170421H	04/27/17	05/27/17	A	37250.19	DIR02, PR DIRECT DEPOSIT 4/7-4/21/17
		Vendor's Total ----->				75009.08	
04-17	EFT01 (ELECTRONIC FUND TRANFERS)	20170407H	04/14/17	05/14/17	A	7570.81	EFT01, FEDERAL TAXES 3/24-4/7/17
		20170421H	04/27/17	05/27/17	A	7529.71	EFT01, FEDERAL TAXES 4/7-4/21/17
		Vendor's Total ----->				15100.52	
04-17	ELB01 (ELB US INC.)	JC101388	02/28/17	03/30/17	A	11754.06	ELB01, JC101388, PO #6076 BOARD ROOM TOUCHSC
04-17	EME01 (EMERALD LANDSCAPE CO INC)	294856	04/01/17	05/01/17	A	1190.00	EME01, 294856, APR-17 LANDSCAPING SERVICE
		295506	03/31/17	04/30/17	A	750.00	EME01, 295506, PO #6180 IRRG REPAIRS RUTAN 3
		Vendor's Total ----->				1940.00	
04-17	EMP01 (EMPLOYMENT DEVEL DEPT)	20170407H	04/14/17	05/14/17	A	2642.63	EMP01, STATE TAXES 3/24-4/7/17
		20170421H	04/27/17	05/27/17	A	2636.42	EMP01, STATE TAXES 4/7-4/21/17
		Vendor's Total ----->				5279.05	
04-17	HAG01 (SCOTT HAGGERTY)	APR-2017H	04/30/17	05/30/17	A	200.00	HAG01, APR-17 BOD STIPEND
04-17	HAU01 (DAVID HAUBERT)	APR-2017H	04/30/17	05/30/17	A	100.00	HAU01, APR-17 BOD STIPEND
04-17	HOT01 (HOTSYPACIFIC)	53698	04/01/17	05/01/17	A	2205.09	HOT01, 53698, PO #6151 REPAIR BUS WASH OSMOS
04-17	IGU01 (IGUANA DESIGN AND PRINT)	1703001	03/31/17	04/30/17	A	1349.08	IGU01, 1703001, PO #6121 WHEELS TIMETABLES
04-17	INT01 (INTERSTATE PLASTICS)	820210	03/20/17	04/19/17	A	59.79	INT01, 820210, PO #6101 ART MURAL PANELS 201
04-17	IPC01 (IPC (USA)INC)	169650495	03/24/17	04/23/17	A	384.35	IPC01, 169650495, 3/24/17 FUEL DELIVERY
		170040115	03/30/17	04/29/17	A	14775.46	IPC01, 170040115, 3/30/17 FUEL DELIVERY
		170986579	04/13/17	05/13/17	A	15550.92	IPC01, 170986579, 4/13/17 FUEL DELIVERY
		Vendor's Total ----->				30710.73	
04-17	JTH01 (J. THAYER COMPANY)	1131685-0	04/03/17	05/03/17	A	89.85	JTH01, 1131685-0, 4/3/17 PRINTING PAPER
04-17	KOF01 (KOFF & ASSOCIATES)	3706	04/04/17	05/04/17	A	1375.00	KOF01, 3706, PO #6108 COMP STUDY 2017 PART 1
04-17	KUL01 (KADRI KULM)	MAR-2017H	04/21/17	05/21/17	A	37.96	KUL01, MAR-17 TRAVEL REIMBURSE
04-17	L&D01 (L&D PRINTING INC)	46329	04/11/17	05/11/17	A	130.61	L&D01, 46329, PO #6090 GFI CODE STICKERS 100
		46330	04/11/17	05/11/17	A	275.91	L&D01, 46330, PO #6135 FRAUD PROOF STICKERS
		Vendor's Total ----->				406.52	
04-17	LIV10 (LIVERMORE SANITATION INC)	848369	03/31/17	04/30/17	A	2317.45	LIV10, 848369, MAR-17 GARBAGE SERVICE RUTAN
04-17	LIV13 (LIVERMORE-PLEASANTON)	917-2017	03/31/17	04/30/17	A	1816.00	LIV13, 1203-917-2017, ATLANTIS ANNUAL FEE 20
		223-71517	03/31/17	04/30/17	A	2959.50	LIV13, 223-715-2017, 2017 RUTAN ANNUAL FEE
		Vendor's Total ----->				4775.50	
04-17	MCC01 (TONY McCAULAY)	MOVEEXP17H	04/21/17	05/21/17	A	12156.71	MCC01, MOVING EXPENSE REIMBURSE 4/20/17
04-17	MER01 (MERCHANT SERVICES)	TC033117H	04/01/17	05/01/17	A	140.25	MER01, MAR-17 TC CC FEES
		MOA033117H	04/01/17	05/01/17	A	161.37	MER01, MAR-17 MOA CC FEES
		Vendor's Total ----->				301.62	
04-17	MET01 (METROPOLITAN TRANSPORT-)	AR012969	01/04/17	02/03/17	A	6782.31	MET01, AR012969, NOV-16 CLIPPER FEES
04-17	MTM01 (MEDICAL TRANSPORTATION MANA	FEB-2017H	03/10/17	04/09/17	A	111855.42	MTM01, FEB-17 MONTHLY SERVICE
		MTM112088H	04/05/17	05/05/17	A	4959.50	MTM01, MTM-112088 3/22-4/4/17
		MTM112089H	04/20/17	05/20/17	A	5022.50	MTM01, MTM-112089, 4/5-4/18/17
		Vendor's Total ----->				121837.42	

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04-17	MVT01 (MV TRANSPORTATION, INC.)	74467H	03/10/17	04/09/17	A	11051.78	MVT01, 74467, FEB-17 FIXED ROUTE SERVICE
		75131H	04/02/17	05/02/17	A	337810.88	MVT01, 75131, APR-17 1ST INSTALL PAYMENT
		75132H	04/03/17	05/03/17	A	337810.88	MVT01, 75132, APR-17 2ND INSTALL PAYMENT
		Vendor's Total ----->				686673.54	
04-17	OAK01 (OAKS BUSINESS PK OWNERS)	2NDQTR17H	04/01/17	05/01/17	A	2165.00	OAK01, 2ND QTR BUSINESS PARK DUES 2017
04-17	OVE01 (ONE VISION ENTERPRISES)	FEB-2017	03/31/17	04/30/17	A	21400.00	OVE01, ARRWG EXECUTIVE CONSULTANT FEB-17
		MAR-2017	03/31/17	04/30/17	A	12400.00	OVE01, ARRWG EXECUTIVE CONSULTANT MAR-17
		Vendor's Total ----->				33800.00	
04-17	PAC01 (AT&T)	ATT030717H	03/07/17	04/06/17	A	32.94	PAC01, ACCT #232-351-6260, CONTRACTOR FIRE 3/
		ATT031117H	03/11/17	04/10/17	A	350.45	PAC01, ACCT #436-951-0106, ATLANTIS T1 3/11-
		ATT031317H	03/13/17	04/12/17	A	144.49	PAC01, ACCT #925-243-9029, ATLANTIS ALARM 3/1
		Vendor's Total ----->				527.88	
04-17	PAC02 (PACIFIC GAS AND ELECTRIC)	580033117H	03/31/17	04/30/17	A	5902.01	PAC02, 5809326332-3, MOA ELECTRIC 3/2-3/30/1
		606033017H	03/30/17	04/29/17	A	1470.34	PAC02, 6062256368-6, ATLANTIS 3/1-3/29/17
		726032217H	03/22/17	04/21/17	A	542.48	PAC02, 7264840356-5, RAPID STOPS 2/21-3/21/1
		764031417H	03/14/17	04/13/17	A	106.60	PAC02, 7649646868-7, DOOLAN TWR 2/10-3/13/17
		900040317H	03/15/17	04/14/17	A	1876.73	PAC02, 9007202117-4, MOA GAS 2/11-3/14/17
		980031517H	03/15/17	04/14/17	A	608.29	PAC02, 9800031052-8, TRANSIT CENTER 2/13-3/1
		Vendor's Total ----->				10506.45	
04-17	PAC11 (PACIFIC ENVIROMENTAL SERV)	1065	04/11/17	05/11/17	A	120.00	PAC11, 1065, MAR-17 RUTAN MONTHLY SERVICE
		1066	04/11/17	05/11/17	A	120.00	PAC11, 1066, MAR-17 ATLANTIS MONTHLY SERVICE
		Vendor's Total ----->				240.00	
04-17	PEN01 (JERRY PENTIN)	APR-2017H	04/30/17	05/30/17	A	200.00	PEN01, APR-17 BOD STIPEND
04-17	PER01 (PERS)	20170407CH	04/14/17	05/14/17	A	3752.00	PER01, PERS CLASSIC CONTRIBUTION 3/24-4/7/17
		20170407NH	04/14/17	05/14/17	A	3305.78	PER01, PERS NEW CONTRIBUTION 3/24-4/7/17
		20170421CH	04/27/17	05/27/17	A	3752.00	PER01, PERS CLASSIC CONTRIBUTION 4/7-4/21/17
		20170421NH	04/27/17	05/27/17	A	3305.78	PER01, PERS NEW CONTRIBUTION 4/7-4/21/17
		Vendor's Total ----->				14115.56	
04-17	PER03 (CAL PUB EMP RETIRE SYSTM)	MAY-2017H	04/14/17	05/14/17	A	38939.85	PER03, MAY-17 HEALTH INSURANCE
04-17	PER04 (CALPERS RETIREMENT SYSTEM)	20170407H	04/14/17	05/14/17	A	716.01	PER04, PERS 457 CONTRIBUTION 3/24-4/7/17
		20170421H	04/27/17	05/27/17	A	716.63	PER04, PERS 457 CONTRIBUTION 4/7-4/21/17
		Vendor's Total ----->				1432.64	
04-17	PRE03 (PREMIER SECURITY SOLNS CO)	1703-188	03/28/17	04/27/17	A	314.90	PRE03, 1703-188, PO #6150 REPLACE LOW BATTER
04-17	PRO02 (PROFESSIONAL ELECTRIC)	1765	02/03/17	03/05/17	A	350.00	PRO02, 1765, PO #6141 MOVE DATA COM LINES-ED
04-17	SCF01 (SC FUELS)	3280692	03/16/17	04/15/17	A	14935.11	SCF01, 3280692, 3/16/17 FUEL DELIVERY
		3285881	03/23/17	04/22/17	A	14767.24	SCF01, 3285881, 3/23/17 FUEL DELIVERY
		3298519	04/07/17	05/07/17	A	3747.50	SCF01, 3298519, 4/7/17 FUEL DELIVERY
		Vendor's Total ----->				33449.85	
04-17	SDG01 (STEER DAVIES & GLEAVE INC.)	5601161	03/23/17	04/22/17	A	24477.00	SDG01, 5601161, 2016-16 INDIVIDUALIZED MARKE
04-17	SHA02 (SHAMROCK OFFICE SOLUTIONS)	294653	03/31/17	04/30/17	A	1679.13	SHA02, 294653, PO #6109 NEW ADMIN PRINTER-RU
04-17	SHE05 (SHELL)	981641704H	04/05/17	05/05/17	A	19.32	SHE05, APR-17 CC STATEMENT
04-17	SOL01 (SOLUTIONS FOR TRANSIT)	17-0405LA	04/05/17	05/05/17	A	2083.33	SOL01, MAR-17 CLIPPER ANALYSIS
04-17	SPE04 (STEVEN G. SPEDOWFSKI)	APR-2017H	04/30/17	05/30/17	A	200.00	SPE04, APR-17 BOD STIPEND
04-17	STA01 (STATE COMPENSATION FUND)	APR-2017H	03/22/17	04/21/17	A	1720.50	STA01, APR-17 WORKER'S COMP PREMIUM

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04-17	STA04 (STATE BOARD OF)	QTR1 2017H	04/24/17	05/24/17	A	1698.86	STA04, 1ST QTR 2017 UNDERGROUND STORAGE TANK
04-17	STA05 (STATE BOARD OF EQUAL)	QTR1 2017H	04/24/17	05/24/17	A	885.58	STA05, 1ST QTR 2017 EXEMPT DIESEL FUEL TAX
04-17	STA13 (STAPLES CREDIT PLAN)	APR-2017H	04/07/17	05/07/17	A	577.02	STA13, APR-17 CC STATEMENT
04-17	STA15 (STATE WATER RESOURCES CONTRSW0130426	SW0130491	04/05/17	05/05/17	A	1676.00	STA15, SW-0130426, '17 ANNUAL PERMIT #298953
			04/05/17	05/05/17	A	1676.00	STA15, SW-0130491, '17 ANNUAL PERMIT #299018
		Vendor's Total ----->				3352.00	
04-17	SUD01 (JENNIFER SUDA)	MAR-2017H	04/06/17	05/06/17	A	32.71	SUD01, MAR-17 EXPENSE REIMBURSE
04-17	TAX07 (ASMA SYEDA)	4-5-17H	04/21/17	05/21/17	A	10.84	TAX07, PARATAXI REIMBURSE 4/5/17
04-17	TAX14 (KAREN ADAMS)	3-28-17H	04/21/17	05/21/17	A	20.00	TAX14, PARATAXI REIMBURSE 3/28/17
		0314-0318H	04/06/17	05/06/17	A	32.96	TAX14, PARATAXI REIMBURSE 3/14-3/18/17
		Vendor's Total ----->				52.96	
04-17	TAX67 (CHRISTEL RAGER)	0228-0331H	04/21/17	05/21/17	A	138.55	TAX67, PARATAXI REIMBURSE 2/28-3/31/17
04-17	TAX72 (JUSTIN HART)	0301-0328H	04/21/17	05/21/17	A	106.06	TAX72, PARATAXI REIMBURSE 3/1-3/28/17
04-17	TAX91 (VIVIAN MARIE MILLER)	0223-0404H	04/21/17	05/21/17	A	105.61	TAX91, PARATAXI REIMBURSE 2/23-4/4/17
04-17	TCG01 (THE CREATIVE GROUP)	47974911	03/21/17	04/20/17	A	1516.80	TCG01, 47974911, PO #6093 TEMP STAFF W/E 3/1
		48004536	03/27/17	04/26/17	A	1516.80	TCG01, 48004536, PO #6093 TEMP STAFF W/E 3/2
		Vendor's Total ----->				3033.60	
04-17	TEL01 (TELEPACIFIC COMMUNICATIONS)	890032420	03/31/17	04/30/17	A	1906.44	TEL01, 89003242-0, ACCT #154589 4/1-4/30/17
04-17	TIC01 (JENNIFER PHAM)	4-5-17DAR	04/06/17	05/06/17	A	35.00	TIC01, 4/5/17-1 DAR SHEET #52865 REFUND
04-17	TIC06 (LINDA VERNON)	3-30-17HF	04/06/17	05/06/17	A	18.00	TIC06, 3/30/16-18 HALF FARE TICKETS REFUND
04-17	TRA10 (TRANSIT INFORMATION PROD.)	13094	03/29/17	04/28/17	A	4350.04	TRA10, 13094, PO #6118 RAPID BUS STOP SIGNS
04-17	TX113 (RODGER RAGER)	0301-0317H	04/21/17	05/21/17	A	142.00	TX113, PARATAXI REIMBURSE 3/1-3/17/17
04-17	TX115 (LARRY MENDEZ)	1226-0324	04/06/17	05/06/17	A	73.31	TX115, PARATAXI REIMBURSE 12/26-3/24/17
04-17	TX133 (SAROJA IYER)	0206-0329	04/21/17	05/21/17	A	204.98	TX133, PARATAXI REIMBURSE 2/6-3/29/17
04-17	TX137 (HIMATLAL R MEHTA)	0317-0403H	04/21/17	05/21/17	A	69.91	TX137, PARATAXI REIMBURSE 3/17-4/3/17
04-17	TX143 (KIM BRETOI)	0203-0228H	04/06/17	05/06/17	A	164.90	TX143, PARATAXI REIMBURSE 2/3-2/28/17
04-17	TX146 (CHARLES PLUNGE)	3-27-17	04/21/17	05/21/17	A	14.45	TX146, PARATAXI REIMBURSE 3/27/17
04-17	TX162 (SANDRA LANGLOTZ)	0105-0403	04/21/17	05/21/17	A	371.29	TX162, PARATAXI REIMBURSE 1/5-4/3/17
04-17	TX169 (SARAH SARGAZI)	0217-0315	04/06/17	05/06/17	A	26.35	TX169, PARATAXI REIMBURSE 2/17-3/15/17
04-17	TX174 (MOLLIE BYRD)	0301-0324	04/06/17	05/06/17	A	159.48	TX174, PARATAXI REIMBURSE 3/1-3/24/17
		0328-0412	04/21/17	05/21/17	A	223.43	TX174, PARATAXI REIMBURSE 3/28-4/12/17
		Vendor's Total ----->				382.91	
04-17	TX175 (AMELIA GONZALES)	0212-0331	04/06/17	05/06/17	A	67.79	TX175, PARATAXI REIMBURSE 2/12-3/31/17
04-17	TX176 (TERA BRINGHURST)	0206-0324	04/06/17	05/06/17	A	59.57	TX176, PARATAXI REIMBURSE 2/6-3/24/17
		0328-0407	04/21/17	05/21/17	A	36.98	TX176, PARATAXI REIMBURSE 3/28-4/7/17
		Vendor's Total ----->				96.55	

REPORT.: May 15 17 Monday
 RUN....: May 15 17 Time: 15:20
 Run By.: Daniel Zepeda

LAVTA
 Month End Payable Activity Report
 Prior Period Report for 04-17

PAGE: 005
 ID #: PY-AC
 CTL.: WHE

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
04-17	TX177 (MARILYN LANE)	3-29-17H	04/21/17	05/21/17	A	40.00	TX177, PARATAXI REIMBURSE 3/29/17
04-17	VER01 (VERIZON WIRELESS)	782636167H	03/22/17	04/21/17	A	1305.40	VER01, 9782636167, 2/23-3/22/17 WIFI & CELL
		900091294H	04/07/17	05/07/17	A	369.36	VER01, 9000091294, PO #6155 REPLACE PHONE FO
		Vendor's Total ----->				1674.76	
04-17	WEG01 (CHRISTY WEGENER)	MAR-2017H	04/06/17	05/06/17	A	57.35	WEG01, MAR-17 TRAVEL REIMBURSE
		0425-0426H	04/21/17	05/21/17	A	128.00	WEG01, PER DIEM CALACT SPRING CONF. 4/25-4/2
		Vendor's Total ----->				185.35	
04-17	WEL03 (WELLS SWEEPING)	201703305	04/30/17	05/30/17	A	377.00	WEL03, 2017-03-305, QTRLY PARKING LOT SWEEPI
04-17	YEA01 (JENNIFER YEAMANS)	MAR-2017H	04/21/17	05/21/17	A	56.94	YEA01, MAR-17 TRAVEL REIMBURSE
Total of Purchases ->						1223490.89	

AGENDA

ITEM 5 C

STAFF REPORT

SUBJECT: WAAC Appointments for FY17

FROM: Kadri Klm, Paratransit Planner

DATE: June 5, 2017

Action Requested

Adopt Resolution 24-2017 making appointments to the Wheels Accessible Advisory Committee (WAAC).

Background

In June 2017, terms will expire for the following WAAC members and/or alternates:

- Mary Anna Ramos – Livermore Alternate
- Shawn Costello – Dublin Representative
- Carmen Rivera-Hendrickson – Pleasanton, and
- Glenn Hage – Pleasanton Representative.

The WAAC met in May and reviewed the applications.

Discussion

LAVTA received seven applications for FY 2018 open positions. Applications were distributed to the LAVTA Board, so that each jurisdiction could make its appointments from among its residents who applied. Board members made the following appointments:

Dublin Seats (1 member needed)

- Shawn Costello - member

Livermore Seat (1 member and 1 alternate needed)

- Jan Cornish – member

Mary Anna Ramos also re-applied; however, because she had missed four WAAC meetings in a row during the current FY the committee directed staff to send her a letter to confirm if she was still interested in serving on the committee. Since LAVTA did not hear back from Ms. Ramos, her application was withdrawn from the consideration.

Pleasanton Seat (2 members needed)

- Carmen Rivera-Hendrickson – member
- Regina Linse - member
- Sue Tuite - alternate

The current Pleasanton alternate Regina Linse will be moving to a regular member position and her term will expire in June, 2018.

Social Services Seats (1 alternate needed)

- No applications received. A current Social Services member Jennifer Cullen from the Senior Support Program of the Tri-Valley announced at the May WAAC meeting that she will be moving out of the area and will therefore no longer be able to serve on WAAC. Ms. Cullen introduced Melanie Henry from the same agency who will take her position at the WAAC as a Social Services member. Ms. Henry's term will expire in June, 2018.

Recommendations

Staff has compiled the Board's appointments into Resolution 24-2017 for adoption at the June 5, 2017 Board meeting.

Attachment:

1. Resolution 24-2017

Approved: _____

RESOLUTION 24-2017

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LIVERMORE
AMADOR VALLEY TRANSIT AUTHORITY RATIFYING THE
APPOINTMENTS TO THE WHEELS ACCESSIBLE ADVISORY COMMITTEE
(WAAC)**

WHEREAS, pursuant to Section 3.3 of the WAAC By-Laws the term of appointment of each committee member and alternate shall generally be for a period of two (2) fiscal years. Each member shall serve for a maximum of four (4) consecutive terms (i.e. eight (8) consecutive fiscal years); and

WHEREAS, there are vacancies on the Committee due to several WAAC members terms expiring or members resigning; and

WHEREAS, pursuant to Section 3.3 of the WAAC By-Laws, appointments of members may be one year if necessary to ensure continuity of membership; and

WHEREAS, WAAC vacancies were advertized on LAVTA's website, via fliers and email to social services agencies' contacts; and

WHEREAS, the Boardmembers from each city and the county reviewed WAAC applications and selected their representatives for acceptance by the Board.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Livermore Amador Valley Transit Authority that the following WAAC members and alternate members be appointed on July 1, 2017 for a two-year term ending June 30, 2019:

- Shawn Costello – City of Dublin, Member,
- Jan Cornish – City of Livermore, Member,
- Carmen Rivera-Hendrickson – City of Pleasanton, Member, and
- Sue Tuite – City of Pleasanton, Alternate.

The following WAAC members and alternate members be appointed on July 1, 2017 for a one-year term ending June 30, 2018:

- Regina Linse – City of Pleasanton, Member and
- Melanie Henry – Social Services, Member.

APPROVED AND PASSED this 5th day of June, 2017.

Steven Spedowfski, Chair

ATTEST:

Michael Tree, Executive Director

AGENDA

ITEM 5 D

STAFF REPORT

SUBJECT: One Year Extension to Legal Services Agreement with Hanson Bridgett LLP

FROM: Michael Tree, Executive Director

DATE: June 5, 2017

Action Requested

Exercise the option to extend the contract with Hanson Bridgett through FY2018.

Background

In June 2013 the Board of Directors awarded a contract to Hanson Bridgett to serve as general legal counsel for the Authority. The agreement was awarded for a fixed three year term with the right to extend the agreement for seven one-year periods. The initial three year agreement expired on June 30, 2016 and was extended by the Board of Directors through June 30, 2017. The final option year expires June 30, 2023. The terms specify that the extension price will be based on the CPI for the immediate prior calendar year.

Discussion

Michael Conneran and his colleagues at Hanson Bridgett have provided excellent legal service to this agency during the contract period. In addition to acting as legal counsel for all Board of Directors' activities, this past year, the firm has assisted staff with the preparation of numerous procurement and construction contracts, ensuring compliance with applicable funding requirements. Additionally, the firm has continued to provide guidance on general topics requiring legal compliance, such as ADA issues, employment matters and general federal procurement issues. Hanson Bridgett has monitored and will continue to monitor significant changes in federal transit policy, including revisions to charter service and school bus service regulations, and timely informed staff of proposed regulatory actions.

Recommendation

The Finance and Administration Committee recommends the Board exercise an option year and extend the legal services agreement from July 1, 2017 through June 30, 2018.

Attachment

1. Letter to Hanson Bridget Exercising Agreement Option
2. CPI Index (All Urban Consumers, All Items for the San Francisco Area)

Approved: _____

June 5, 2017

Michael Conneran
Hanson Bridgett LLP
425 Market Street, 26th Floor
San Francisco, CA 94105

Dear Michael:

On July 1, 2013 LAVTA entered into an Agreement with your firm for the provision of legal services. In accordance with this Agreement, specifically, Attachment 1, Section II, 1.3, the initial period of the contract ended June 30, 2016, and LAVTA has sole discretion to extend the contract for seven (7) one-year periods, the first one year extension ends June 30, 2017. This letter confirms LAVTA's intention to exercise the option to extend this contract for the period of July 1, 2017 through June 30, 2018.

In addition, in accordance with Section 4 of this Agreement, this letter also confirms the change in hourly rate for FY18.

In the past, we have used the CPI as of February, and LAVTA accepts your proposal to do that as well moving forward. We have confirmed the calculations of the CPI for each category and rounded the amount up or down to the closes \$5 (keeping the actual number for the next calculation so the rounding doesn't affect the next year's number). The CPI (for All Urban Consumers All Items for the San Francisco-Oakland-San Jose area) changed 3.4% from February 2016 to February 2017. Here are the rates for FY18 starting July 1, 2017:

Attorney Category	2017 Rate	2017 Raw Rate	2017 Rate plus CPI (raw)	Rounded Rate for FY 2018
Partner	\$360	\$362.16	\$374.47	\$375
Senior Counsel	\$320	\$318.89	\$329.73	\$330
Associate	\$295	\$297.30	\$307.41	\$305

It is a pleasure working with you.

Sincerely,

Michael Tree
Executive Director

CONSUMER PRICE INDEXES PACIFIC CITIES AND U. S. CITY AVERAGE

February 2017

ALL ITEMS INDEXES

(1982-84=100 unless otherwise noted)

MONTHLY DATA	All Urban Consumers (CPI-U)						Urban Wage Earners and Clerical Workers (CPI-W)					
	Indexes			Percent Change			Indexes			Percent Change		
				Year ending		1 Month ending				Year ending		1 Month ending
	Feb 2016	Jan 2017	Feb 2017	Jan 2017	Feb 2017	Feb 2017	Feb 2016	Jan 2017	Feb 2017	Jan 2017	Feb 2017	Feb 2017
U. S. City Average.....	237.111	242.839	243.603	2.5	2.7	0.3	230.972	236.854	237.477	2.5	2.8	0.3
(1967=100).....	710.278	727.439	729.727	-	-	-	687.995	705.517	707.371	-	-	-
Los Angeles-Riverside-Orange Co.....	247.113	252.373	253.815	2.1	2.7	0.6	238.262	242.735	244.254	1.7	2.5	0.6
(1967=100).....	730.081	745.623	749.881	-	-	-	704.136	717.357	721.845	-	-	-
West	244.821	250.814	252.252	2.5	3.0	0.6	236.747	242.384	243.810	2.3	3.0	0.6
(Dec. 1977 = 100)	395.739	405.426	407.752	-	-	-	380.913	389.982	392.277	-	-	-
West – A*.....	251.196	257.949	259.316	2.8	3.2	0.5	241.486	247.442	248.896	2.4	3.1	0.6
(Dec. 1977 = 100)	409.609	420.622	422.851	-	-	-	390.918	400.561	402.914	-	-	-
West – B/C**(Dec. 1996=100).....	144.128	146.469	147.451	1.8	2.3	0.7	143.283	145.963	146.832	1.9	2.5	0.6
BI-MONTHLY DATA	All Urban Consumers (CPI-U)						Urban Wage Earners and Clerical Workers (CPI-W)					
	Indexes			Percent Change			Indexes			Percent Change		
				Year ending		2 Months ending				Year ending		2 Months ending
	Feb 2016	Dec 2016	Feb 2017	Dec 2016	Feb 2017	Feb 2017	Feb 2016	Dec 2016	Feb 2017	Dec 2016	Feb 2017	Feb 2017
San Francisco-Oakland-San Jose.....	262.600	269.483	271.626	3.5	3.4	0.8	257.141	263.222	265.569	3.0	3.3	0.9
(1967=100).....	807.306	828.464	835.053	-	-	-	783.017	801.534	808.680	-	-	-
Seattle-Tacoma-Bremerton.....	250.942	256.821	259.503	2.6	3.4	1.0	246.464	252.286	255.471	2.5	3.7	1.3
(1967=100).....	764.970	782.889	791.065	-	-	-	731.011	748.282	757.726	-	-	-

* A = 1,500,000 population and over

** B/C = less than 1,500,000 population

Dash (-) = Not Available.

Release date March 15, 2017. The next monthly releases are scheduled for April 14, 2017. The next bi-monthly releases are scheduled for May 12, 2017.

Please note: Customers can receive hotline information by calling the BLS West Region Information Office: (415) 625-2270.

This card is available on the day of release by electronic distribution. Just go to www.bls.gov/bls/list.htm and sign up for the free on-line delivery service. For questions, please contact us at BLSinfoSF@BLS.GOV or (415) 625-2270.

AGENDA

ITEM 6

STAFF REPORT

SUBJECT: Wheels Rebranding

FROM: Tony McCaulay, Marketing Manager

DATE: June 5, 2017

Action Requested

Review the proposed new logo and vehicle design concepts for Wheels bus service and adopt these designs.

Background

In April 2016, LAVTA entered into a contract with the advertising agency PAVLOV out of Ft. Worth, Texas to conduct research and explore opportunities for rebranding LAVTA and Wheels. In June, PAVLOV presented the findings of their brand discovery and strategy research to the Board suggesting a “Ridercentric” strategy, focused on continual improvement designed around people and their mobility needs.

The next phase of PAVLOV’s work was to explore potential new names to replace Wheels. A list of potential names was developed and presented to two focus groups and to the general public through an electronic community survey.

In October 2016, PAVLOV presented to the LAVTA Board a recommendation to replace the Wheels brand name with TRI-GO. The minutes of that meeting suggest there was limited enthusiasm for the TRI-GO name. A number of Board members indicated that they were either not fond of the TRI-GO name or were more interested in updated the image, look and feel of the Wheels brand and logo.

At the April 2017 Projects and Services Committee, staff presented proposed logo and design concepts for LAVTA’s Wheels bus service. The committee members spoke favorably regarding the proposed vehicle design, which is similar to the Rapid bus design using traditional Wheels red and blue colors. The committee members also supported having the Rapid and Wheels logos have a similar appearance to make it clearer that both are operated by LAVTA.

The committee had many comments with regard to the proposed Wheels logo itself, including colors, slant of the logo as well as other design elements. Staff has worked on adjustments to the logo and presented a revised recommendation at the May Projects and

Services Committee. The committee then voted to forward the item to the full Board of Directors for consideration

Discussion

Wheels enjoys very favorable name recognition in the Tri-Valley area. In the September 2015 community survey conducted as part of the Comprehensive Operational Analysis, unaided awareness of Wheels was at 53 percent for Livermore, Dublin and Pleasanton residents. Aided awareness was 69 percent from the same group. PAVLOV's community survey began with the question "What does "WHEELS" mean to you?" 77 percent of respondents said either "Bus service" or "A way of transportation".

Another question in the PAVLOV survey offered respondents 12 possible options for names, asking "which of these possible brand names feels like the best fit?" Wheels was the overwhelming favorite of those surveyed, receiving a 44 percent response rate. The next closest response was "None of the above" at 13 percent. TRI-GO received a 10 percent response rate.

Based on the feedback from the LAVTA Board and the public, staff has focused on a possible modernization of the Wheels logo and the look and feel of the Wheels fleet design. It is important to note that an agency's brand identity is more than just a modern logo and design, it represents the image the organization desires to portray to the community and includes the expectations our customers should have with regard to quality, reliability and service.

LAVTA's Rapid service already has a strong brand identity. External communication regarding the Rapid service contains a consistent message that riders can expect 15 minute weekday frequency, convenient connections to BART, and upgraded amenities for passenger comfort both on board the vehicle and at bus stops. The vehicles also have a modern looking design and logo. The Rapid represents the premium offering in the LAVTA service family.

By comparison, Wheels service represents traditional local transit service with typical weekday vehicle headways of 30-60 minutes. While many of the same core agency values such as safe, clean, and reliable transportation apply to both the Rapid and Wheels services, the Wheels logo and vehicle design do not have the same modern look as the Rapid. The staff recommendation is to make the two fleets look similar enough, both in logo appearance and vehicle design, to be recognizable as being from the same family of services yet different enough to be distinguishable as two distinct types of service.

It is also proposed that both the Wheels and Rapid services would fall under the LAVTA agency name. In the past few years, LAVTA has become known for more than just operating Wheels bus service. The Shared Autonomous Vehicle project is a LAVTA project. LAVTA has also been associated with the regional rail project. Currently the rear and passenger sides of the Rapid buses have a decal that reads "A SERVICE OF WHEELS". It is proposed that both Wheels and Rapid buses would have decals reading "A SERVICE OF LAVTA" to increase visibility and recognition of the agency name.

The proposed new Wheels logo and vehicle design concepts are included as an attachment to this Staff Report.

Budget

The approved FY2017 Budget included \$95,000 for vehicle wraps for the rebranding effort. This includes the 20 Wheels buses currently being built as well as the buses currently displaying a completely white exterior.

Other expenses associated with the adoption of a new Wheels logo would be a media event to unveil the new look, revisions to bus stop signs, the website, promotional items, collateral materials and operator uniforms. Many of these items could be revised over a period of time, for example as printed materials are being revised. Costs are estimated at \$75,000-\$100,000 and will come from existing line items in the FY 2017 budget or will be included in the proposed FY 2018 budget.

Next Steps

Should the Board of Directors approve the proposed logo and design, staff will have an initial bus in the existing fleet wrapped with the new vehicle design and logo. Simultaneously, work will begin on planning an event to unveil the new look. Promo items will be ordered to be available at the unveiling.

Recommendation

Review the proposed new logo and vehicle design concepts for Wheels bus service and adopt these designs.

Attachment:

1. Proposed Wheels vehicle design and logo

Approved: _____





AGENDA

ITEM 7

STAFF REPORT

SUBJECT: LAVTA's Operating & Capital Budget for FY 2018

FROM: Tamara Edwards, Director of Finance

DATE: June 5, 2017

Discussion

Attached for your review is the draft LAVTA Operating Budget for FY 2018 (July 1, 2017 through June 30, 2018). The operating budget includes revenues and expenses required to operate fixed route, Dial-a-Ride, and other projects such as Go Dublin, the shared autonomous vehicles and the Regional Rail Working Group. The total operating budget of \$18,365,924 reflects an overall increase of 6.02% from the FY 2017 budget. This is broken down as an increase of 1.79% in the fixed route budget, and a decrease in the paratransit budget of 4.69%. Other increases come from the addition of the Go Dublin project, the Shared Autonomous Vehicle Project and the Rail Working Group, which were not included in the FY 17 budget. A large portion of these three projects are covered by dedicated grants and allocations. The operating budget was balanced without the need to drawdown from the LAVTA reserve funds. Additionally the FY2018 Capital Budget has been enclosed for your review.

At the Finance and Administration Committee meeting Boardmember Pentin requested additional historic information on TDA and STA funds received over the last five years. This information has been included with the TDA reserve analysis at the end of the budget. Additionally, a funding overview prepared by MTC for their programming and allocations committee showing where these funds are derived, the process for allocating them, and trends and projections for future funding is attached.

Planning for the FY 2018 budget again utilized a system wide approach to clearly align the budget with the mission, vision and goals established in the Strategic Plan.

Operating Budget Provisions

The largest budget line items for LAVTA are purchased transportation and fuel. This year's budget reflects the contracted increase for both Fixed Route and Paratransit. In FY17 LAVTA budgeted \$2.35 per gallon for fuel, however the average price per gallon that LAVTA paid in FY 17 (to date- 5/16/17) is \$1.71. However, with anticipated fuel price increases the amount per gallon for FY 18 was also budgeted at \$2.35 per gallon. Additionally, the amount budgeted for fuel taxes increased to reflect new legislation.

The budget does not reflect any grant awards not currently in hand. The reason behind this involves the timing of grant applications and awards. Many awards will be announced after the beginning of the fiscal year, rather than budget based on an assumption of receiving the awards and then backfilling if awards are not received, LAVTA budgets based on what is in

hand and then adds additional funds to our reserve account at the end of the year from the grants received. Once grants have been applied for and received staff will update the Board in regard to the additional revenues.

At the meeting, staff will review with the committee the line item budgets for revenues and expenses, highlighting changes from the prior year budget and areas of particular importance.

Recommendation

Review and approve the final Operating and Capital Budget for FY 2018.

Attachments:

1. Operating and Capital Budget FY 2018
2. Resolution 23-2017 Operating and Capital Budget FY2018
3. MTC fund estimate power point presentation

Approved: _____

Fiscal Year 2018



FY 2018

Operating & Capital Budget

Livermore Amador Valley Transit Authority
1362 Rutan Court, Suite 100
Livermore, CA 94551

(925) 455-7555 Phone
(925) 453-1375 Fax



WHEELS
Livermore Amador Valley Transit Authority
Fiscal Year 2018
Budget Message

Summary Outlook for FY17

LAVTA's FY18 Budget is \$18,365,924 which is 6.02% higher than FY17. The draft budget assumes LAVTA will provide 139,313 fixed route service hours and 58,00 paratransit trips. For the eighth consecutive year, no fare increases are proposed. The Budget for FY18 continues to comply with the Board's policy to maintain reserves equivalent to 3-6 months of operating costs.

FY18's major highlight in operations will be the marketing of the bus system improvements from the Comprehensive Operational Analysis nearly a year ago, which resulted in performance base changes to the fixed route system, including a crucial need to improve the Rapid. Indicators show that the agency is behind on its goal of a 10% ridership increase as of February of 2018. Additionally, staff will continue to work on on-time performance with the bus system. Finally, the agency will be conducting its first Long Range Transit Plan that will provide a multi-phase performance based blueprint of improvements for the next 30 years of fixed route service, and will be finishing its Comprehensive Paratransit Plan, a coordinated effort with the city of Pleasanton. The implementation of these plans through a high level of public involvement will allow the agency to provide greater quality service and compete more effectively for discretionary funding in future years.

Medical Transportation Management (MTM) continues to improve the agency's brokerage paratransit services and continues to deliver a high level of on-time performance and overall service.

LAVTA's capital program will have four areas of focus. First, LAVTA has made a 20-bus replacement order that it will take delivery in early FY18. Second, the agency will make improvements at the Livermore Transit Center, including replacement of customer amenities, painting of shade structures, and replacement of furniture for customer service. These changes will complement the relocation and renovation of the Livermore Historic Depot to the Transit Center. Third, new farebox replacements will be initiated on Wheels buses in FY17. And fourth, staff will continue to upgrade bus stop shelters, will install a transit signal priority on the SmartTrips corridor in Pleasanton, and will complete an adaptive signal control project, including three new queue jumps on Dublin Blvd.

As the transit agency enters into FY18, its activities will occur against the backdrop of an economy continuing to gain momentum. FAST ACT, the approved federal transportation bill, provides relatively flat, but stable funding for the next six years. State funding for transportation also remains relatively flat. However, as the benefits of the recently approved SB1 begin to materialize the agency should see modest increases in State Transit Assistance. At the local level the region's Metropolitan Planning Organization is

continuing to fund Regional Measure 2 funding for Route 30R (The Rapid), derived from bridge toll fees, and will watch the performance of the route for future compliance with performance requirements. This is a sign of the times in which public transit must focus on improved performance or anticipate a reduction in funding.

FY17 Perspective

Before discussing FY18, it is useful to briefly recap this past year. LAVTA's FY17 Budget was \$17,323,890 million, which was 5.74% higher than FY16. For the seventh consecutive year, no fare increases were implemented. LAVTA was also able to comply with the Board's policy to maintain reserves equivalent to 3-6 months of operating costs.

FY17's major service highlight was the implementation of the Comprehensive Operational Analysis, or bus system redesign. Prior to developing recommendations, existing ridership, on-time performance, travel patterns, and demographic data were analyzed. Public meetings, stakeholder meeting, an on-line survey, and a non-user household telephone survey all indicated that more frequent service, later service, and better connections to BART were some of the improvements desired most by riders and non-riders.

It was projected that after implementation of the changes to the bus system, that ridership would decrease for a period of time before increasing 5% to 10% above pre-implementation ridership within 18 months. In FY17 the ridership did dip as predicted and at the end of the fiscal year the ridership is near its pre-implementation levels. Staff expects that over the next 6 months ridership will surpass pre-implementation levels. However, early signs are showing that the ridership increase may not reach 10% by the end of the 18 month watch period.

Other operational highlights that were implemented in FY17 including the Go Dublin program in the city of Dublin that features an innovative ridesharing partnership with Uber, Lyft and DeSoto Cabs. Additionally, the implementation of the Easy Pass at Las Positas College in combination with the improved service level has nearly doubled student ridership. In total, at the end of FY17 LAVTA had 4 student pass programs implemented.

Other Accomplishments in FY17

Policy Related Matters

Adopted 2017 Legislative Program and participated in key legislation, including the sponsoring of the AB1444 and a high level of advocacy for AB758

Fixed Route Service

Completed the annual survey to assess customer satisfaction of fixed route services
Negotiated revised rates for FY18 with MV Transportation
Continued service to the Livermore July 4 fireworks event

Continued service to Pleasanton and Dublin summer school
Extended Route 8 service during the Alameda County Fair

Paratransit Service

Completed the annual survey to assess customer satisfaction of paratransit services
Completed third full year with new contractor, MTM
Stabilized ridership through more active trip negotiation, optimizing of trips, and eligibility interviews.

Capital Projects

Rehabilitated 20 Rapid bus stops (replacement of glass and other repairs)
Rehabilitated 10 stops along the SmartTrips corridor in Pleasanton
Continued work with Livermore staff to relocate the historic train depot
Purchased 20 hybrid diesel-electric replacement buses

Marketing

Developed and implemented marketing plan for FY17
More than doubled the speed of the website
Implemented Wi-Fi on Rapid and Express buses
Continued to work on the Wheels brand
Implemented SmartTrips Pleasanton
Created the Las Positas Easy Pass
Conducted targeted marketing of the 580X
Implemented Go Dublin marketing
Continued the High School Ambassador program
Participated in several Tri-Valley parades and community events

Audits/Reviews

Completed the FY16 Financial Audit (CAFR)

Financial Management

Received GFOA's Award of Excellence for Financial Reporting for FY15 CAFR
Continued lease of Atlantis to Google for vehicle storage

Procurement

FY2018 bus purchases w/Gillig
Solar Lights for bus stop improvement program
Exterior advertising for fleet
Parking lot rehab
Shelters for art mural program
ADA front door upgrade
Paratransit study
Individualized Marketing Services
Rail Executive for Working Group

Regional Projects

Participated with ACTC on Park and Ride Study and County Transit Study.
Participated with MTC in Plan Bay Area Update
Participated in development of City of Livermore's Neighborhood Specific Plan
Continued participation in APTA, CTA, and CalACT to promote and protect transit

Personnel

- Hired new Marketing Manager
- Hired new Marketing Specialist
- Hired a new Senior Grants, Project Management and Contract Specialist
- Completed a re-organization

Major Features of FY18's Operating Revenues

Looking forward to next year's budget, this section outlines what staff sees forthcoming on the revenue side. LAVTA's primary revenue source is TDA, which is projected by Alameda County's forecasters to increase slightly.

Another critical revenue source is STA funding. Based on State estimates that STA funds will increase this year, MTC is carrying this projection forward to agencies like LAVTA. The volatile nature of diesel fuel sales and prices underscore that LAVTA has been wise in how we budget our STA revenues. In the past few years, our strategy was to place all STA expected upcoming year's revenues into reserves and base the budget on the previous year's actuals. This strategy has proven to be successful, removing significant risk from our Budget. In FY18, staff recommends that we continue this strategy by placing expected FY18 STA revenues in reserves and spending the FY17 revenues which were distributed to us.

Major Features of FY18's Operating Expenditures

The expenditure budget for FY18 is \$18,365,924, which is \$1,042,034 more (+6.02%) than the budget for FY17. The escalators in the fixed route contract with MV Transportation (2.65%), and the increase in paratransit trip costs of 2%, account for a portion of the budget increase. Other increases are accountable to the Go Dublin Project, the shared autonomous vehicle project and the Altamont Regional Rail Working Group, which were not included in the FY17 budget. A large portion of these three projects are covered by dedicated grants and allocations. Similar to the revenue side, LAVTA's expenditure side is also driven by a handful of sources. For example, the O&M contracts, diesel fuel, taxes, utilities, and insurance make up about 80% of LAVTA's expenditures. Major issues regarding expenditures are described below.

O&M Services: FY18 marks the fourth year of potential extensions that are found in the multi-year contract for fixed route O&M services to MV Transportation, and the fourth year for paratransit services to MTM. Per the contract bids submitted, the MV costs will escalate 2.65% next year and MTM per trip costs will escalate 2%.

Fuel Prices: For FY18, fuel is assumed to be \$2.35 per gallon, which is the same as what was last year, however the amount assumed for fuel taxes is higher. Total fuel costs and taxes on fuel are approximately \$1.48 million, or about 8% of total spending.

Personnel Costs: The FY18 budget assumes a decrease in the FTEs on staff based on the FY17 reorganization. As in prior years, LAVTA's directors will continue to implement merit-based increases based on staff's performance evaluations.

Administrative Costs: Staff is proposing a FY18 Budget that keeps most budgeted line items, which staff has some control over, similar to the amounts in the FY17 Budget.

Major Features of the Capital Budget

The Capital Budget is expected to increase by \$2.2 million over last year. Last year, the theme that dominated the capital budget was the preparation to replace buses in the fleet.

LAVTA has accumulated funds so that in 2017-18 we have sufficient local match to replace the 2003 vintage Gillig buses. Accordingly, LAVTA amassed significant reserves to finance the replacement of these buses. LAVTA has placed the buses on order for deliver in August of 2017.

As previously mentioned, other major capital budget expenditures for FY18 include improvements at the Livermore Transit Center, including replacement of customer amenities (benches and display cases), painting of shade structure, and replacement of furniture for customer service. These changes will complement the relocation and renovation of the Livermore Historic Depot to the Transit Center. Also, new farebox replacement will be initiated on Wheels buses in FY17. And finally, staff will continue to upgrade bus stops, in particular the N Canyons Parkway corridor in Livermore and the Santa Rita Road corridor in Pleasanton, will install transit signal priority on the SmartTrips corridor in Pleasanton, and will complete an adaptive signal control project, including three new queue jumps on Dublin Blvd.

Strategic Plan Guidance and Projects for FY18

The Wheels Strategic Plan establishes an overall vision and mission for Wheels and contains a series of goals and strategies to guide the future development of services and projects. Here's the goals and strategies and projects for FY18:

Goal: Service Development

Strategies:

- (1) Provide routes and services to meet current and future demand for timely/reliable transit service.
- (2) Increase accessibility to community, services, senior centers, medical facilities and jobs.
- (3) Optimize existing routes/services to increase productivity and response to MTC projects and studies.
- (4) Improve connectivity with regional transit systems and participate in the connection of BART and ACE rail project.
- (5) Explore innovative fare policies and pricing options
- (6) Provide routes and services to promote mode shift from personal car to public transit.

Projects:

- (1) Market changes to Wheels bus system
- (2) Complete the Long Range Transit Plan
- (3) Complete the Paratransit Study
- (4) Fare Analysis
- (5) Continued participation with Altamont Regional Rail Working Group
- (6) Continued support and input with studies ongoing in the region

Goal: Marketing and Public Awareness

Strategies:

- (1) Implement the FY18 Marketing Plan
- (2) Finish and implement Phase I of Wheels rebranding project
- (3) Establish long term funding for Easy Pass at Las Positas College
- (4) Market with ACTC the Student Pass to specific Livermore Schools

Projects:

- (1) Promotion of new brand (complete Phase I of rebranding plan)
- (2) Development of new phone app
- (3) Video library for Wheels website
- (4) Finish SmartTrips Pleasanton and Implement SmartTrips Dublin
- (5) Promotion of Rapid service and Easy Pass at Las Positas College
- (6) Promotion of new 580X
- (7) Promotion of new Go Dublin
- (8) Continued efforts with Try Transit and High School Ambassadors
- (9) Continued community outreach with a limited number of community events

Goal: Community and Economic Development

Strategies:

- (1) Integrate transit into local economic development plans
- (2) Advocate for increased TOD from member agencies and MTC
- (3) Partner with employers in the use of transit to meet TDM goals and requirements

Projects:

- (1) Las Positas College Easy Pass Program
- (2) Measure BB Student Transit Pass Program
- (3) Livermore Transit Center Historic Train Depot and future TOD Development

Goal: Regional Leadership

Strategies:

- (1) Advocate for local regional, state, and federal policies that support mission of Wheels

- (2) Support staff involvement in leadership roles representing regional, state and federal forums
- (3) Promote transit priority initiatives with member agencies
- (4) Support regional initiatives that support mobility convenience

Projects:

- (1) Advocate for positions taken by LAVTA on FY18 Legislative Plan
- (2) Provide support for AB1444 and AB758
- (3) Continue to support Altamont Regional Rail Working Group
- (4) Active Signalization and Queue Jump Installations on Dublin Blvd
- (5) Transit system priority project on Santa Rita Road in Pleasanton

Goal: Organizational Effectiveness

Strategies:

- (1) Promote system wide continuous quality improvement
- (2) HR development with focus on employee quality of life and strengthening of technical resources
- (3) Enhance and improve organizational structures, processes and procedures
- (4) Develop policies that hold Board and staff accountable, providing clear direction through sound policy making decisions.

Projects:

- (1) Monitor the performance of Wheels bus system improvements
- (2) Create improved contract management process for fixed route operator, paratransit operator and bus stop repair and cleaning contractors.
- (3) Continue to emphasize and support training of employees to improve their technical expertise.

Goal: Financial Management

Strategies:

- (1) Develop budget in accordance with strategic plan
- (2) Explore and develop revenue generating opportunities
- (3) Maintain fiscally responsible long range capital and operating plans

Projects:

- (1) Approve FY18 budget with emphasis on growing ridership from bus system redesign
- (2) Achieve continuing recognition for financial management excellence
- (3) Develop path for long-term Easy Pass funding at Las Positas College, SmartTrips program, and Go Dublin.

Summary

To summarize, this FY18 Budget supports 139,313 hours of fixed route service and 58,000 paratransit trips for next year. The Budget assumes that fares are not raised.

At the end of FY17, the forecast is to have \$13.8 million in reserves. In January 2009, the Board adopted a policy to gradually build up reserves, targeting a range of 3 to 6 months of operating expenses, and attaining this goal by the end of FY12. The FY12 Budget achieved that goal and the Budgets since then continue to maintain it.

As in prior years' budgets, LAVTA has placed all of its future estimated STA funds into reserves, in order to reduce volatility and uncertainty and to ensure that the level of services and fares can be confidently maintained.

OPERATING REVENUES

LAVTA services are supported by two primary types of operating revenues:

- Revenues generated by the agency either through the provision of transit service (farebox and contract fares) or through supplementary activities such as advertising and ticket concessions.
- Federal, State and Local transportation funding assistance programs including Transportation Development Act (TDA), State Transit Assistance (STA), Federal Transit Administration grants, Bridge Toll Revenues (RM2), Motor Vehicle Registration Surcharge (TFCA), and Measure B/BB sales tax revenue.

A brief description of each budget line item follows:

Passenger Fares

Revenues derived from the farebox are forecast to be slightly lower for fixed route based on route changes and a free pass being offered to Las Positas College students. Paratransit fares are budgeted to increase based on an increase in demand for rides.

Revenue is also generated from an agreement with Hacienda Business Park This revenue is expected to increase as service hours to the Park are increasing.

Contract Services

LAVTA receives revenues from the San Joaquin Regional Rail Commission (SJRRRC) to subsidize the ACE shuttle service (ACE passengers then ride free). Revenue from an agreement with BART to supply paratransit services to the BART station for connections with East Bay Paratransit are also included. New this year are contracted Fare Revenues from Las Positas college student body, Low Carbon Transit Operations Program (LCTOP) to supplement the free fares for Las Positas students, and fares from the Alameda County Transportation Commission (ACTC) for their student pass pilot program.

Concessions, Advertising, Interest and T-Mobile and Google Agreements

LAVTA currently contracts with Lamar Outdoor Advertising for use of exterior bus advertising space. However, is in the process of awarding a new contract therefore, the amount budgeted is based on expected minimums. LAVTA will receive almost \$19,000 from an agreement with ACE to sell train tickets at the transit center. Interest is generated on unspent revenue in our LAIF account. The agreement with T-Mobile for the lease of space for a cell tower is for an annual fee of \$32,000, while the agreement with Google to park at the Atlantis Facility is expected to generate \$48,000.

Transportation Development Act Funds (TDA)

These funds are derived from a ¼ cent sales tax and distributed by the Metropolitan Transportation Commission (MTC) to Alameda County and all of its incorporated cities. LAVTA is eligible for two different programs within this funding source:

TDA 4.0 which provides general transit assistance and can be used for capital and operating expenses for both fixed route and paratransit and TDA 4.5 which is exclusively for paratransit services.

The total amount requested in TDA 4.0 funds for FY2018 is \$9,778,570 additionally the amount requested in TDA 4.5 funds is \$133,864.

LAVTA also receives a portion of BART's TDA 4.0 apportionment to help support feeder service to the Dublin/Pleasanton station. These funds help subsidize routes that run between Livermore and the BART stations. This year LAVTA will receive \$98,995 from this source.

State Transit Assistance Funds (STA)

STA is distributed to jurisdictions for fixed route service in two ways – as a revenue-based and a population-based subsidy for transit capital and operating needs.

The amount of population based STA requested by LAVTA for 2018 is \$592,225, and LAVTA has requested revenue based STA funding of \$173,758.

Additional STA comes to LAVTA in the form of a paratransit allocation and as part of the feeder bus agreement with BART. LAVTA's apportionment of STA paratransit for FY 18 is \$56,773, and through BART LAVTA will receive \$591,679.

Regional Measure 1 and 2 (RM1) (RM2)

Both Regional Measure 1 and Regional Measure 2 increased the toll on Bay Area bridges by \$1. Funds from these increases were designated to fund projects to improve transit in the Bay Area. LAVTA has received \$580,836 in RM2 funding for the Rapid service, and is receiving reimbursement for consultant expenses for the Alameda San Joaquin Rail group from RM1.

Federal Transit Administration (FTA) Section 5307

FTA Section 5307 funds are distributed by MTC to transit operators in the region. These funds are available to LAVTA to fund bus replacement projects, and ADA paratransit. A provision of FTA legislation allows regional capital funds to be used for ADA paratransit operating purposes. This year's allocation for LAVTA is estimated at \$342,169.

Additionally, the Transit Capital Priorities (TCP) policy of MTC allows bus operators who defer bus purchases to use a portion of the funds from the deferral for other FTA eligible projects. As LAVTA is decreasing the size of the fleet, FTA funds have been made available for preventative maintenance, and LAVTA will receive \$444,777 in FY18. These funds are budgeted on a fiscal year lag to account for the difference between the state and federal fiscal year's and the grant processing cycle time.

Measure B

Voters in Alameda County re-authorized a one-half cent sales tax dedicated to funding transportation projects. This measure was originally passed in 1992. A portion of the revenues from this measure are dedicated to supporting paratransit services throughout the County. Funds are distributed to eligible recipients based on a population formula that includes the number of elderly and disabled persons in the jurisdiction, as well as the number of low income persons. This year LAVTA's Measure B allocation for paratransit is

\$170,441. Another portion of these revenues helps support fixed route service; LAVTA is expected to receive \$905,892 in fixed route revenues for FY 2018.

Measure BB

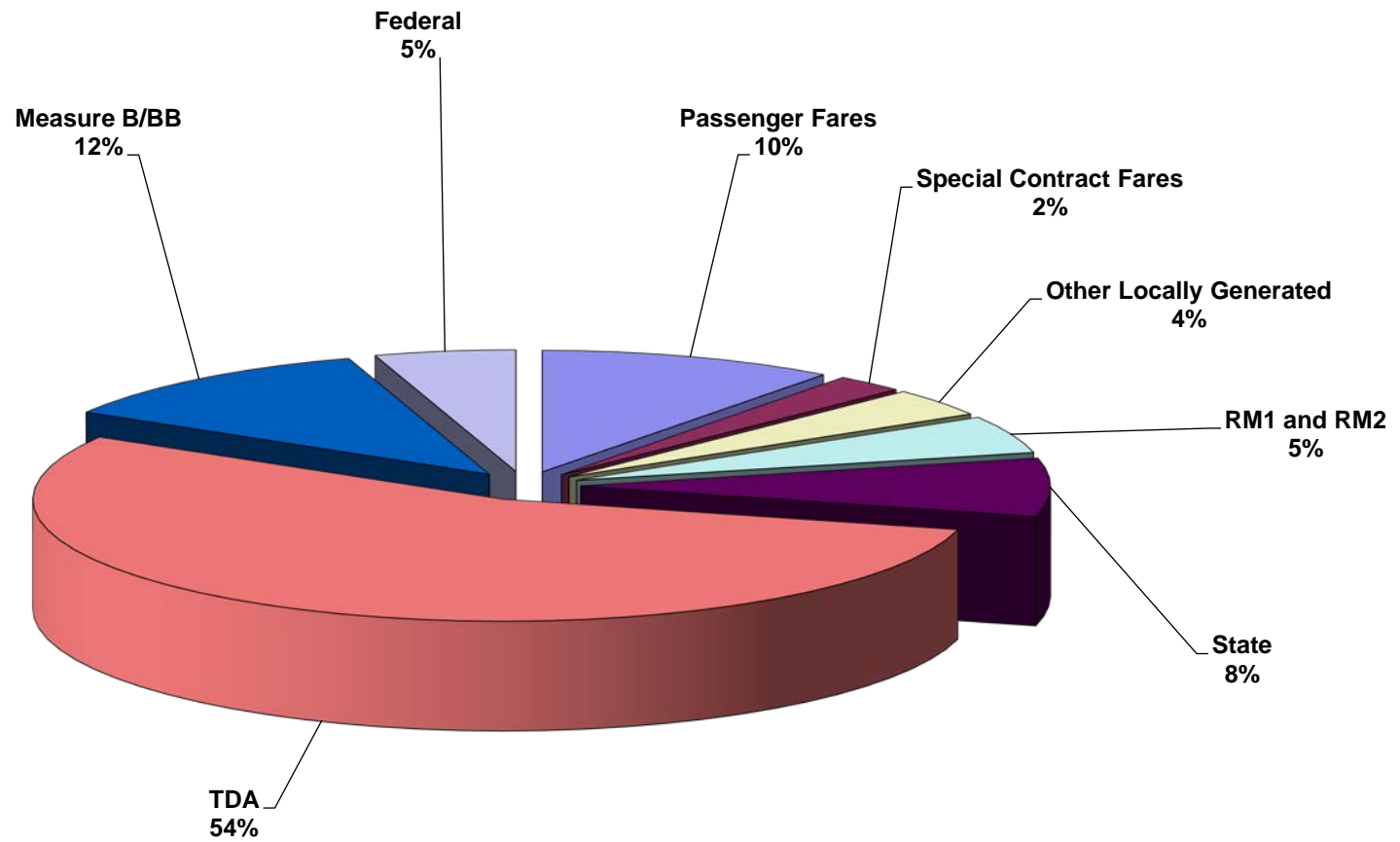
Additionally, voters in Alameda County voted for an addition sales tax increase for transit projects. This measure BB is anticipated to provide an additional \$670,032 in funds for Fixed Route service and \$285,657 for Paratransit service.

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**LAVTA
FY2018 BUDGET
OPERATING REVENUES**

		FIXED ROUTE FUND	PARATRANS. FUND	WOD	Rail	TOTAL FY2018	BUDGET FY2017	% CHANGE
401	Passenger Fares:	\$1,473,687	\$203,000			\$1,676,687	\$1,754,638	-4%
402	Business Park Revenue	\$203,170				\$203,170	\$191,030	6%
402	05 Special Contract Fares:	\$399,028	\$42,000			\$441,028	\$208,286	-100%
406	01 Concessions	\$50,972				\$50,972	\$44,135	15%
406	03 Advertising	\$90,000				\$90,000	\$95,000	-5%
407	04 Interest	\$6,000				\$6,000	\$4,500	33%
407	03 Google Lease	\$48,000				\$48,000	\$24,000	100%
407	99 Clipper Fees and cards	\$8,400	\$0			\$8,400	\$67,733	-88%
409	Transit Development Act (TDA)							
91	Article 4.0	\$8,487,936	\$1,092,662	\$78,571	\$119,401	\$9,778,571	\$9,325,975	5%
92	Article 4.5		\$133,864			\$133,864	\$123,457	8%
95	BART 4.0	\$98,995				\$98,995	\$84,324	17%
96	RM1				\$333,000	\$333,000		
96	RM2	\$580,836				\$580,836	\$580,836	0%
01	TFCA BRT	\$159,000				\$159,000	\$137,500	16%
01	BAAQMD SAV			\$320,000		\$320,000		
411	State Transit Assistance (STA)							
01	Operating-Population Based	\$592,225				\$592,225	\$700,785	-15%
01	Operating-Revenue Based	\$173,758				\$173,758	\$198,153	-12%
01	Regional Paratransit	\$0	\$56,773			\$56,773	\$49,787	14%
01	STA Route 14	\$0				\$0	\$194,324	-100%
05	Regional BART	\$591,679				\$591,679	\$654,479	-10%
413	Federal Transit Administration							
	Section 5303	\$0				\$0	\$0	0%
	Section 5307	\$444,777	\$342,169			\$786,946	\$765,534	3%
	Sectin 5311	\$104,000				\$104,000	\$38,951	167%
	JARC Grant (Route 14)	\$0				\$0	\$64,517	-100%
	FTA 5310		\$0			\$0	\$10,000	-100%
	FTA 5317		\$0			\$0	\$10,000	-100%
464	01 Measure B and BB	\$1,575,924	\$456,098	\$100,000		\$2,132,022	\$1,995,948	7%
TOTAL REVENUE		\$15,088,386	\$2,326,566	\$498,571	\$452,401	\$18,365,924	\$17,323,891	6.02%

OPERATING REVENUE FY2018



OPERATING EXPENDITURES

Salaries and Wages

This category includes salaries for all staff members, including 7.5% towards PERS 457 Retirement Plan (for Executive Director only). In addition employee salary increases are included in this line item however increases for employees are based on performance/merit only.

Personnel Benefits

This category includes contributions to California Public Employees Retirement System (CalPERS), premiums for Medical, Dental, Vision, Disability and Life Insurance programs, Workers Compensation Insurance, Unemployment expense and Automobile Allowance (for the Executive Director only). Also included is the health annuity for retirees, and the amount necessary to prefund LAVTA's annual OPEB obligation.

Professional Services

Compensation for Board Members per Bylaws of LAVTA for attendance at meetings of the Board of Directors, Committees of the Board of Directors and other LAVTA business is included here. Additionally, on an on-going basis LAVTA contracts out for a variety of professional services including: legal counsel, lobbying, financial services (for the annual audit), Alameda San Joaquin Rail consultant and graphic design.

Non-Vehicle Maintenance

This line item includes the expenses to cover the cost of hiring professional maintenance vendors to assist in the cleaning of the Maintenance, Operations and Administration building (MOA), Transit Center facility and grounds, and cleaning of bus stops. In addition this line item includes the cost of preventative maintenance for the facilities, office equipment such as the accounting system, copy machines, and phones. Costs also include computer support, including the annual contracts for the AVL system and a map platform update, and the cost of the bus shelter maintenance program.

Communications

Postage, Federal Express, and courier charges are in this category of expenses.

Fuel and Lubricants

Costs for all diesel and unleaded gas for buses and vans are budgeted here. This line item is budgeted for FY 2018 at \$2.35 per gallon; fuel for non-revenue vehicles is budgeted at \$3.50 per gallon. This line item also contains a \$100,000 contingency to account for unstable and volatile gas prices.

Office/Operating Supplies

This category includes copy machine paper, consumable office supplies, letterhead, envelopes and any other miscellaneous office supplies needed.

Printing

The line item for printing covers the cost for printing public information materials, i.e. Wheels map and schedules, fare media, brochures and the production of exterior route and schedule displays are in this line item.

Utilities

Utilities include expenses to cover electricity, gas, water, sewer, garbage, and telephone bills. .

Insurance

This line item includes insurance on facility contents, employee dishonesty bonds, and property insurance on the MOA, Transit Center and Atlantis facilities. It also includes premiums for casualty, general liability and physical damage insurance, funds to cover the cost of claims under LAVTA's \$25,000 self-insured retention (SIR) for liability under the CalTIP program.

Taxes and Fees

Fees for fuel taxes and underground storage tank fees are budgeted here.

Purchased Transportation Service

Purchased transportation service is the largest of the budgeted line items. This line item includes the total operating costs and fixed monthly management fee based on the agreements between LAVTA and MV, and LAVTA and MTM, which includes all materials, supplies, lubricants, vehicle parts and labor for provision of operation and maintenance services. This line item is increased from last year's budget due to the increase in contract costs for fixed route services and vehicle maintenance with MV Transportation and an increase in contract costs, and usage for Paratransit services with MTM.

Additionally, expenses have been budgeted for the anticipated "WHEELS on Demand" service.

Miscellaneous

This line item includes membership dues for the American Public Transit Association, California Transit Association, CalAct, and the Dublin, Pleasanton, and Livermore Chambers of Commerce. Also included are promotional items related to special events, and any miscellaneous items not included elsewhere are budgeted here.

Professional Development

Professional development covers the expenses for transportation, meals, conference registration fees and lodging for attendance at transit conferences, training seminars, workshops and other required business meetings are included here. This category also includes expenses associated with job specific development classes.

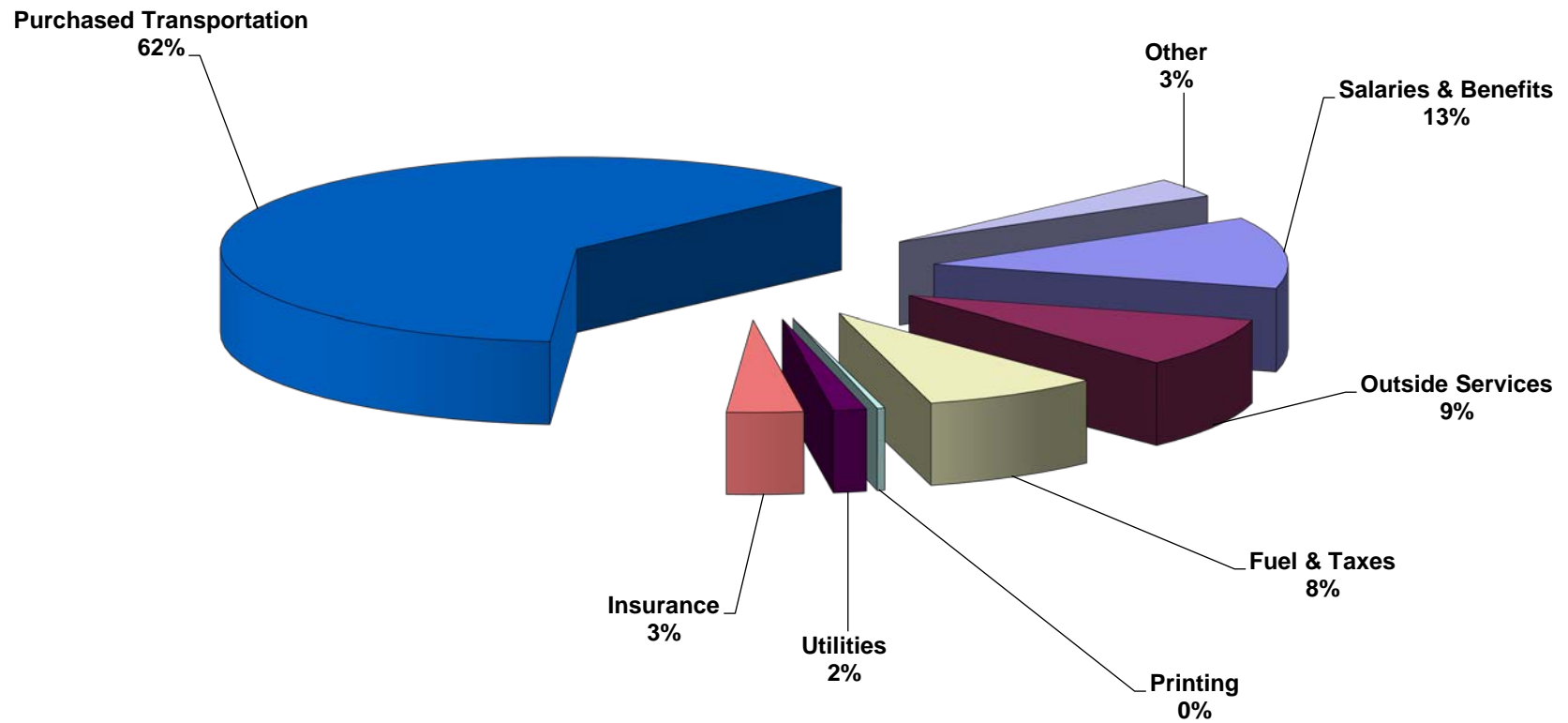
Advertising

The advertising budget includes any advertising done for LAVTA including radio, newspaper, flyers etc.

**LAVTA
FY2018 BUDGET
OPERATING EXPENDITURES**

			GENERAL FUND	PARATRANSIT FUND	Wheels On Demand	Alameda San Joaquin Rail	TOTAL FY 18	BUDGET FY17
501	02	Salaries and Wages	\$1,114,467	\$137,964	\$30,807	\$79,607	\$1,362,846	\$1,381,056
502	00	Personnel Benefits	\$846,138	\$54,126	\$7,931	\$34,794	\$942,989	\$815,347
503	00	Professional Services	\$499,446	\$103,600	\$50,000	\$333,000	\$986,046	\$699,156
503	05	Non-Vehicle Maintenance	\$580,452	\$5,762	\$0	\$0	\$586,214	\$574,029
503	99	Communications	\$6,500	\$3,000	\$0	\$0	\$9,500	\$10,500
504	01	Parts, Fuel and Lubricants	\$1,174,700	\$0	\$0	\$0	\$1,174,700	\$1,231,310
504	03	Non Contracted Vehicle Maintenance	\$10,550	\$0	\$0	\$0	\$10,550	\$15,000
504	99	Office/Operating Supplies	\$27,625	\$575	\$500	\$0	\$28,700	\$50,500
504	99	Printing	\$63,500	\$0	\$0	\$0	\$63,500	\$60,000
505	00	Utilities	\$272,454	\$3,546	\$0	\$0	\$276,000	\$266,900
506	00	Insurance	\$626,405	\$10,833	\$0	\$0	\$637,238	\$590,936
507	99	Taxes and Fees	\$302,000	\$0	\$0	\$0	\$302,000	\$152,000
508	01	Purchased Transportation	\$9,338,719	\$1,994,500	\$75,000	\$0	\$11,408,219	\$11,120,934
509	00	Miscellaneous	\$94,830	\$9,160	\$333,333	\$5,000	\$442,323	\$126,504
509	02	Professional Development	\$36,600	\$3,500	\$0	\$0	\$40,100	\$39,718
509	08	Advertising	\$94,000	\$0	\$1,000	\$0	\$95,000	\$190,000
TOTAL TRANSIT OPERATIONS AND MAINTENANCE			\$15,088,386	\$2,326,566	\$498,571	\$452,401	\$18,365,924	\$17,323,890

OPERATING EXPENDITURES FY 2018



CAPITAL IMPROVEMENT PROGRAM – FY 2018

Facilities Rehab and Repair

Office and Facility Equipment

This budget item will be used to upgrade and replace existing office and/or facility equipment as needed.

Shop Repairs and Replacements

The current MOA facility was built in 1991 and on-going repairs have been required in the past. Some of the equipment is now in need of total replacement, this line item reflects minor replacements, and larger repairs for FY18.

IT Upgrades and replacement

Some of LAVTA's computers and other IT equipment need to be replaced.

Transit Center Upgrades and Improvements

In addition to repairs on the current facility, the Historic Livermore Depot will be moved to the Transit Center and will require some upgrades to the current property.

Security Upgrades

The Livermore Police Department has suggested that the lighting at the Transit Center be increased. LAVTA is able to do this in FY18 thanks to a security grant from the California Office of Emergency Services. An additional security grant will be used to place lighting in some bus shelters.

Bus Shelter and Stops

Funds for this project will be used to rehabilitate or improve selected bus stop locations, and move bus stops to new locations as necessitated by the COA changes. Additionally, bus stop branding will need to be updated as the rebranding project commences. This year LAVTA is receiving 1.6 Million from the Alameda CTC to improve the shelters on the Santa Rita corridor.

Doolan Tower Upgrade

The Doolan Tower houses LAVTA's radio equipment and is a key component of LAVTA's AVL system. The majority of the equipment has been in place for over a decade and some of it needs an upgrade to prevent future failure.

Vehicle Rehab and Repair and Replacement

Vehicle Repairs

Funds associated with this project will be used for the replacement of engines and transmissions, and other major components that have reached the end of their useful lives.

Vehicle Wrapping

With the rebranding project, the LAVTA fleet will need to have their bus wraps upgraded

to match the new design.

Bus Replacement

LAVTA's largest fleet of busses is due for replacement. The replacement of these vehicles began in FY17 and continue into FY18. The majority of the funds for the replacements will come from FTA funding.

Farebox Upgrade

With the new bus purchase LAVTA was forced to purchase a different, upgraded, farebox that is different than what is on the rest of the LAVTA fleet (the one on the current fleet is no longer available). Therefore, LAVTA will need to purchase matching farebox for the buses that are not being replaced with in the next two fiscal years. LAVTA staff was able to obtain an FTA grant to cover the majority of these costs.

WiFi

LAVTA will be adding WiFi service to Rapid and commuter buses within our fleet.

Non-Revenue Vehicles

The non-revenue vehicles in the LAVTA fleet include road supervisor vehicles, shift change vehicles, shop and shelter trucks, and a few vehicles used by LAVTA staff. All of the vehicles within LAVTA's non-revenue fleet are past their useful lives. However, some are in good working order and do not need to be replaced in FY18. For FY 18 LAVTA will replace, three road supervisor vehicles, four shift trade vehicles, and two shop trucks. LAVTA will also purchase a trailer to be used with one of the trucks for transporting larger shelter parts. LAVTA was able to receive some federal (FTA) funding. The Transit Capital Priorities (TCP) policy of MTC allows bus operators who defer bus purchases to use a portion of the funds from the deferral for other FTA eligible projects. As LAVTA is decreasing the size of the fleet, FTA funds have been made available for these replacements.

Miscellaneous

Transit Capital

The funds associated with this line item will be used to cover miscellaneous projects that come up throughout the year.

TPI Projects

LAVTA is working with the City of Dublin on a project to add an adaptive signal control system to Dublin Blvd, this system will be owned and maintained by the City of Dublin upon completion. This project also includes adding three queue jumps to Dublin Blvd, and a Real Time passenger information app for LAVTA passengers.

TSP Upgrade

There is no TSP along Santa Rita Road, which is a key corridor that has been

identified for increased ridership. Additionally we are upgrading the entire TSP network in the Tri-Valley to a GPS-based system.

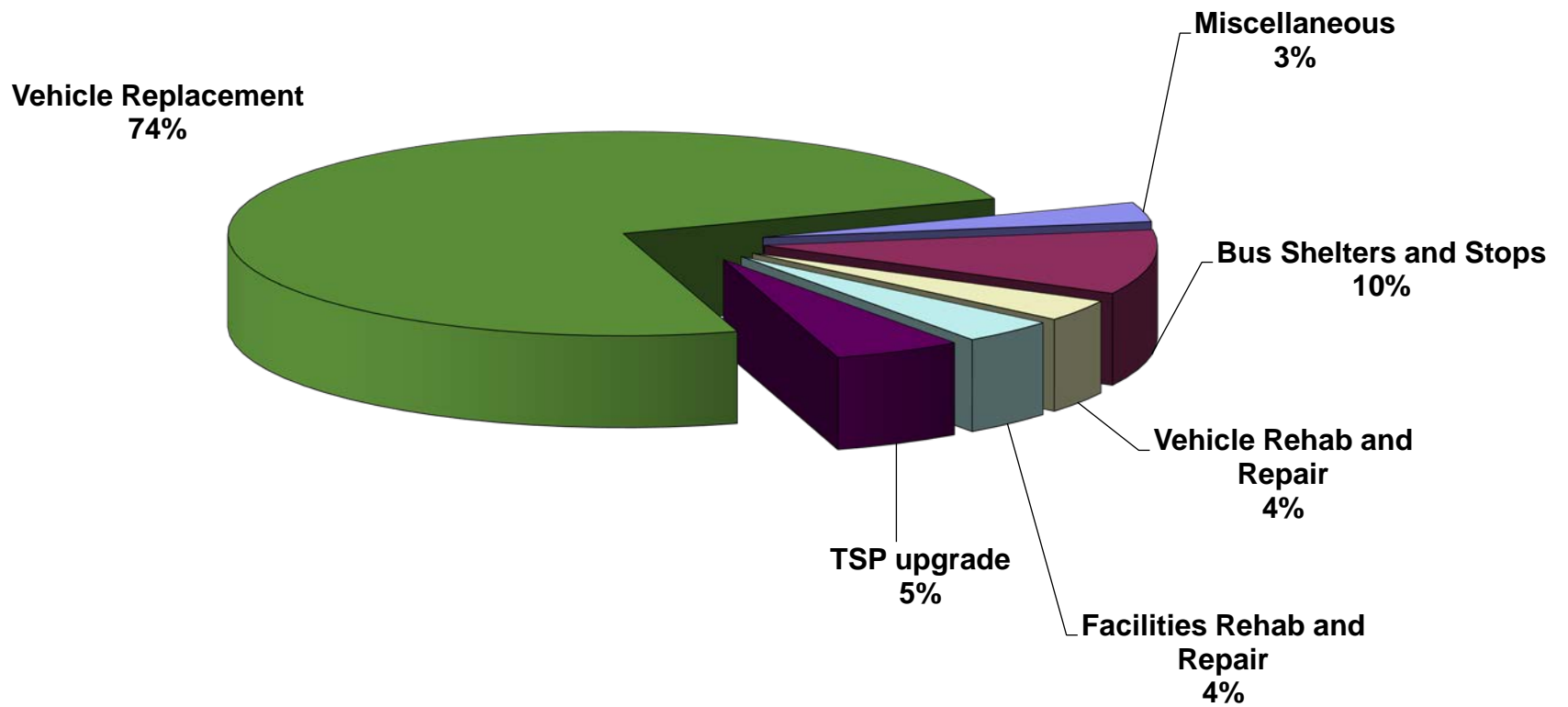
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**LAVTA
FY2018 BUDGET
PROJECT DETAIL**

Capital Improvement Program

Project	FTA FUNDS	BRIDGE TOLLS	CTC CIP	TVTC	TDA 4.0	Prop 1B	BUDGET FY18
Bus Replacement	\$12,312,300	\$535,578			\$2,738,770		\$15,586,648
Transit Center Upgrades and Improvements					\$273,493	\$126,507	\$400,000
Bus Shelters, signs, and Stops	\$300,000		\$1,600,000		\$212,461	\$117,539	\$2,230,000
IT upgrades and replacement					\$35,000		\$35,000
Office and Facility Equipment					\$100,000	\$177,390	\$277,390
Transit Capital					\$100,000		\$100,000
Shop Repairs and Replacements					\$85,000		\$85,000
TSP upgrade				\$1,140,000			\$1,140,000
Doolan tower upgrade					\$10,000		\$10,000
TPI Projects	\$504,564				\$66,000		\$570,564
Rebranding bus wrap					\$175,000		\$175,000
Vehicle Repairs					\$30,000		\$30,000
WiFi						\$36,696	\$36,696
Farebox Upgrade	\$398,242				\$101,758		\$500,000
Non Revenue Vehicle replacement	\$367,200				\$144,800		\$512,000
Security upgrades						\$36,696	\$36,696
TOTAL	\$13,882,306	\$535,578	\$1,600,000	\$1,140,000	\$4,072,282	\$494,828	\$21,724,994

**CAPITAL PROGRAM
FY 2018**



LAVTA RESERVES ANALYSIS

OVERVIEW OF THE ALLOCATION PROCESS

TDA

Under the State Transportation Development Act (TDA), the Metropolitan Transportation Commission (MTC) is designated as the body that distributes funds from the County Local Transportation Fund (LTF) to each transit operator in the county. Each year this distribution process begins in February when MTC passes a resolution approving each transit operator's apportionment of TDA funds for the upcoming fiscal year. This resolution defines LAVTA's share of the funds available in Alameda County. The funds are apportioned based on population. LAVTA's service area contains approximately 11% of the total population in the county.

Through its planning process LAVTA determines how much of this apportionment to request for the year, and submits a claim for these funds. MTC then passes a resolution allocating the requested funds.

The difference between the apportioned amount and the allocated amount is reserved for LAVTA's future use. This amount, called "prior year funds", "carryover" or "reserves", is also shown in the apportionment resolution. These funds are retained in accordance with the California Administrative Code, in the LTF at the County of Alameda based on terms and conditions determined by MTC.

TDA RESERVES

The following analysis calculates LAVTA's expected reserves at the end of FY2018 based on currently available information about FY 2017

Projected Reserves at June 30, 2017	\$9,896,005 (Projected Carryover 2/22/17)
FY2017 Apportionment (estimated)	9,778,570 (FY18 revenue estimate 2/22/17)
FY2018 TDA Funds Available for Allocation	\$19,674,575

FY2018 Operating Request	9,778,570
FY2018 Capital Request	3,872,282
FY2018 TDA Request for Allocation	\$13,650,852

Projected Reserves at June 30, 2018	
Reserves at June 30, 2017	\$6,023,723
Expiring Capital Allocations @June 30, 2016	1,098,742
FY 2017 Unexpended Funds (Due to LTF)	174,339 (estimate)
FY 2016 Due to LTF	\$5,866,550

<u>TOTAL TDA RESERVES</u>	<u>\$13,163,354</u>
----------------------------------	----------------------------

STA

A second revenue source administered by MTC is State Transportation Assistance Funds, or STA. LAVTA receives apportionments of STA funds each year: Revenue based (calculated on LAVTA's locally generated revenue as a portion of the region's locally generated revenue) and Population based (based on LAVTA's share of population compared to other small and north county operators). As with TDA, LAVTA receives an estimated apportionment in February, requests an allocation, and the difference is maintained in the County Treasury, but administered by MTC, as reserves.

STA RESERVES

The following analysis calculates LAVTA's expected STA reserves at the end of FY2018 based on currently available information about FY 2017.

Population Based

Reserves at June 30, 2017	\$592,225 (Projected Carryover 2/22/17)
FY2018 Apportionment	\$666,477 (FY18 revenue estimate 2/22/17)
FY2018 Available STA Funds	\$1,258,702
FY2018 STA Request for Allocation	\$592,225
Reserves at June 30, 2018	\$666,477

Revenue Based

Reserves at June 30, 2017	\$173,758 (Projected Carryover 2/22/2017)
FY2018 Apportionment	194,878 (FY18 revenue estimate 2/22/2017)
FY2018 Available STA Funds	\$368,636
FY2018 STA Request for Allocation	\$173,758
Reserves at June 30, 2018	\$194,878
<u>TOTAL STA RESERVES</u>	<u>\$861,355</u>

TOTAL TDA and STA RESERVES **\$14,024,709**

TDA and STA historical data

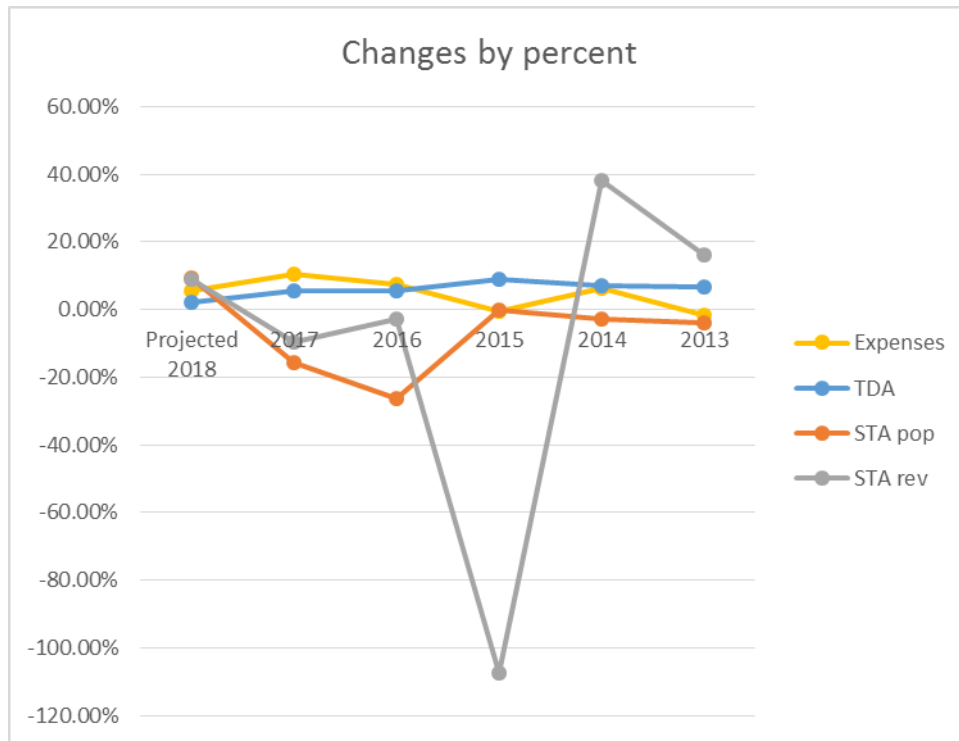
The tables below illustrates the TDA 4.0 and 4.5 (paratransit) funds, followed by STA population based, STA revenue based, and STA paratransit funds allocated to LAVTA from 2012 through 2017, plus the projected amounts for 2018.

TDA 4.0		% Change from prior year	TDA 4.5		% Change from prior year
Projected 2018	\$ 9,778,570	2.11%	2018	\$ 133,864	7.77%
2017	\$ 9,571,879	5.67%	2017	\$ 123,457	-4.80%
2016	\$ 9,028,814	5.38%	2016	\$ 129,379	4.82%
2015	\$ 8,542,974	8.96%	2015	\$ 123,138	10.25%
2014	\$ 7,777,582	7.22%	2014	\$ 110,519	11.08%
2013	\$ 7,216,357	6.83%	2013	\$ 98,270	2.77%
2012	\$ 6,723,804		2012	\$ 95,547	

STA pop		% Change from prior year	STA rev		% Change from prior year
Projected 2018	\$ 666,477.00	9.27%	Projected 2018	\$ 194,878.00	9.11%
2017	\$ 604,691.00	-15.89%	2017	\$ 177,130.00	-9.74%
2016	\$ 700,785.00	-26.18%	2016	\$ 194,378.00	-2.67%
2015	\$ 884,220.00	-0.34%	2015	\$ 199,577.00	-107.50%
2014	\$ 887,213.00	-2.64%	2014	\$ 414,113.00	37.97%
2013	\$ 910,658.00	-3.83%	2013	\$ 256,862.00	16.10%
2012	\$ 945,542.00		2012	\$ 215,503.00	

STA Para		% Change from prior year
2018	\$ 56,773	12.62%
2017	\$ 49,608	0.98%
2016	\$ 49,123	-50.91%
2015	\$ 74,130	1.73%
2014	\$ 72,846	8.03%
2013	\$ 66,997	0.56%
2012	\$ 66,624	

The chart below illustrates the percentage change in TDA 4.0, STA revenue based, and STA population based in addition to the changes in the expenses for FY's 2012-2018. 2012-2016 are actual expenses and 2017-2018 are budgeted expenses.



RESOLUTION NO. 23-2017

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE LIVERMORE
AMADOR VALLEY TRANSIT AUTHORITY ADOPTING THE OPERATING
AND CAPITAL BUDGET FOR FISCAL YEAR 2018**

WHEREAS the Board of Directors of the Livermore Amador Valley Transit Authority at their meeting of June 5, 2017 reviewed the Operating and Capital Budget for Fiscal Year 2018 for this Authority.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors that the Operating and Capital Budget for the Livermore Amador Valley Transit Authority for Fiscal Year 2018, attached hereto and incorporated herein as Attachment 1, is hereby adopted.

BE IT FURTHER RESOLVED that the Executive Director is authorized to transfer funds within and between costs centers.

APPROVED AND PASSED this 5th day of June, 2017.

Steven Spedowski, Chair

ATTEST:

Michael Tree, Executive Director



Photo © Dan Zack, AICP



FY 2017-18 Fund Estimate MTC Resolution No. 4268

Programming and Allocations Committee
Wednesday, February 8, 2017

MTC's Fund Estimate

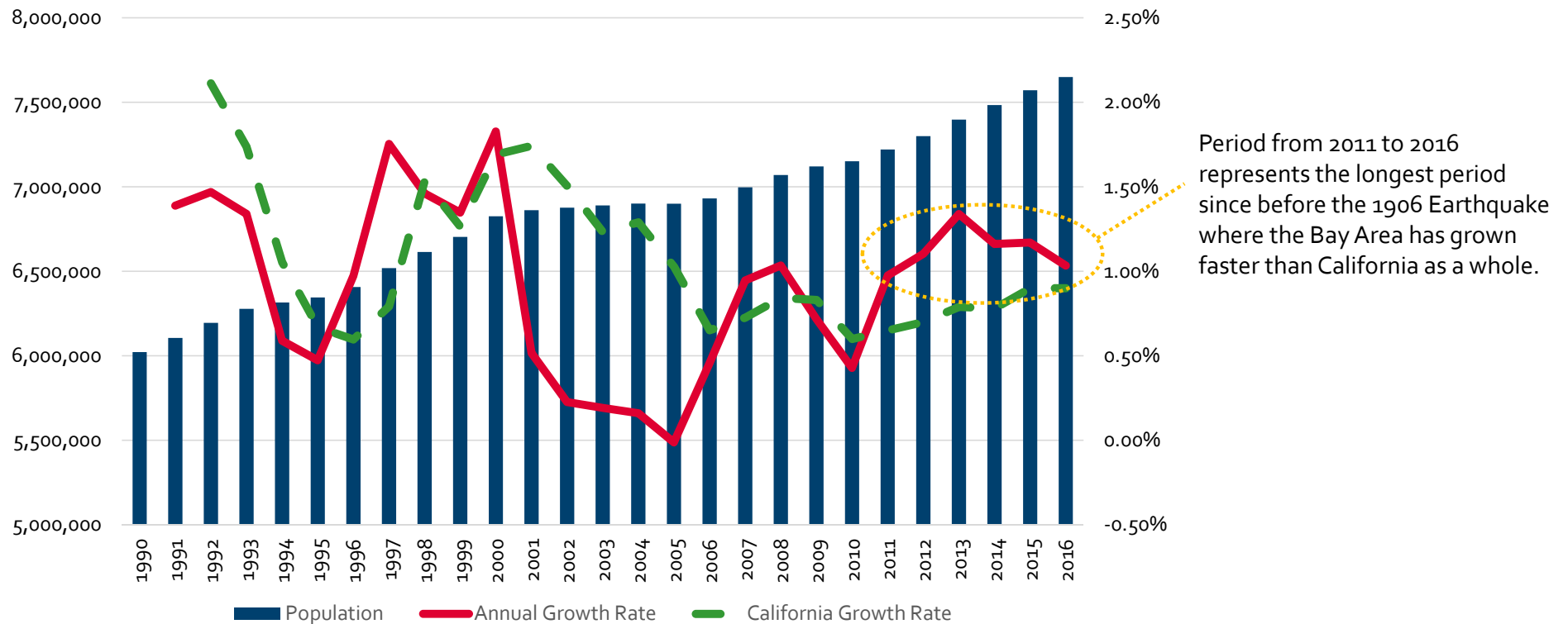
- State law requires MTC to complete a Fund Estimate by March 1st, annually
- Assists claimants in budgeting
- Provides estimate and apportionment of TDA as required by California Code of Regulations
- Approximately 40% of Bay Area transit operating revenues are based on sales and use taxes

Fund Estimate Overview

Fund Source	Description	FY 2016-17 Revised Estimate \$ millions	FY 2017-18 Estimate \$ millions
TDA	¼-cent sales tax in each county	\$379	\$388
AB1107	MTC administered portion (25%) of the ½-cent sales tax in Alameda, Contra Costa, and San Francisco counties	\$83	\$85
STA*	Sales tax on diesel fuel	\$100	\$111
Cap and Trade: LCTOP*	5% of state Cap and Trade proceeds	\$13	\$28
Bridge Tolls (programming amount)	AB 664, MTC 2%, and 5% State General Fund	\$7	\$42
Total		\$582	\$654

*STA amounts estimated based on the Governor's FY 2017-18 budget and are subject to revision.

Bay Area Population

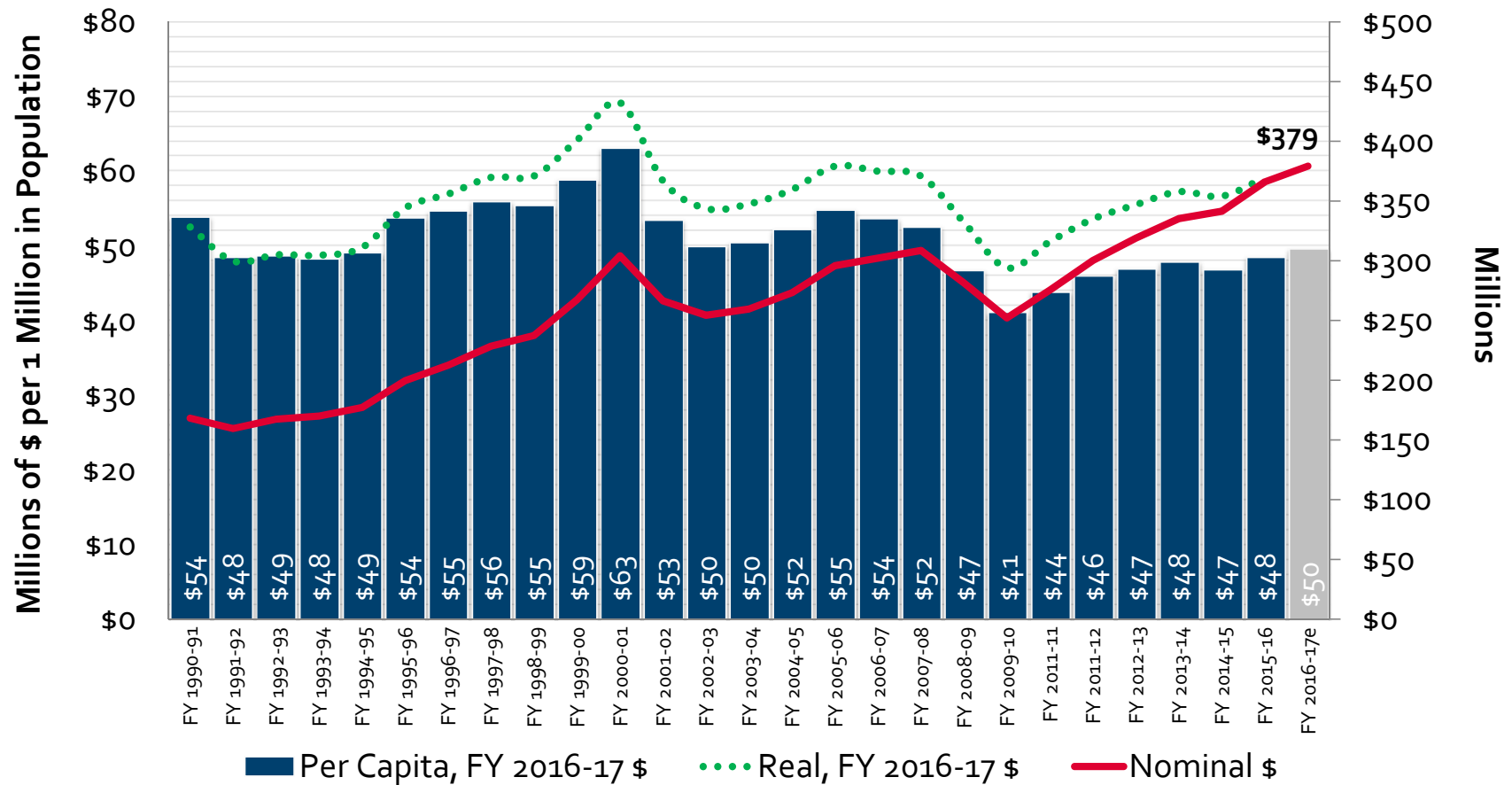


Source: California Department of Finance - <http://www.dof.ca.gov/research/demographic/reports/>

TDA Overview

- Transportation Development Act (TDA)
- 1/4-cent general sales and use tax for transportation
- Mainly used for transit operations and capital
- TDA revenue generation estimates provided by County Auditor/Controllers

TDA, A Declining Source of Revenue



Source:

1. Actuals reported by CA State BOE
2. FY 2016-17 estimates from FY 2016-17 Fund Estimate

Why is Sales Tax Revenue Decreasing?

- Manufacturing in the region is decreasing
 - 458k jobs in 1990; 331k in 2015
- Services jobs are growing
 - Professional and Business services: 403k jobs in 1990; 741k in 2015
- Online retail
- Housing affordability
 - In 1990 32% of Bay Area renters spent over 35% of income on housing; by 2013 42% did – less discretionary spending
- Extending the ¼-cent TDA sales tax to services could generate \$0.5 - \$1 billion per year¹

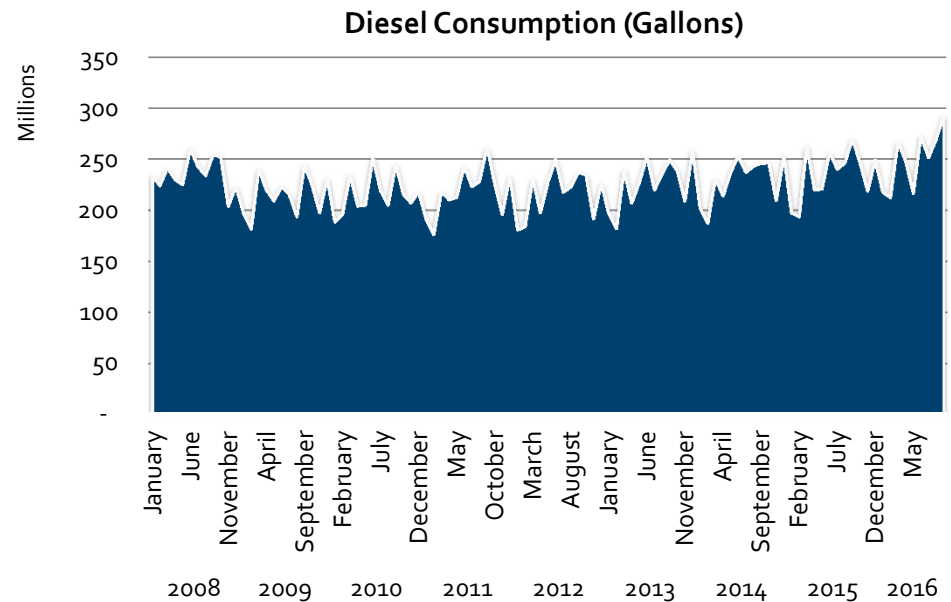
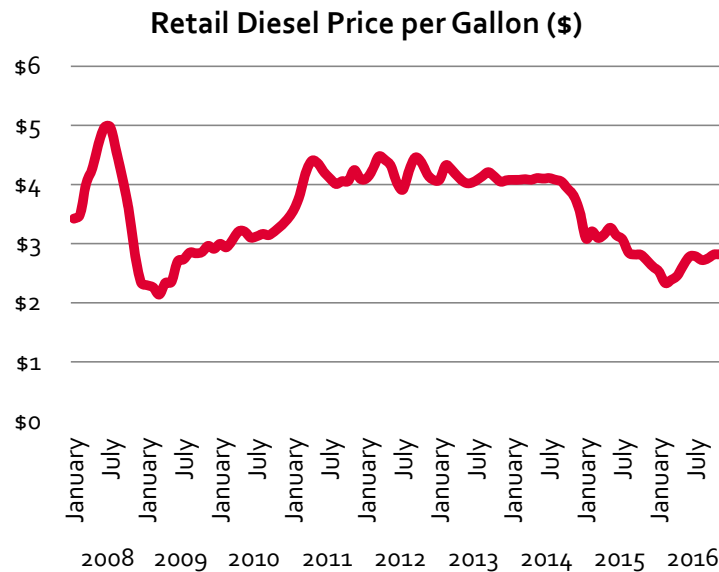
¹Rough estimates based on data from U.S. BEA and California BOE, revenue potential varies dramatically based on methodological assumptions.

STA Overview

- State Transit Assistance (STA)
- Revenues generated through a statewide tax on the sale of diesel fuel
 - 50% distributed to region by population
 - 50% distributed to transit operators based on revenue factors
- Mainly used for transit operations
- State Controller's Office (SCO) changes
 - SB 838 (2016) and current statewide efforts

STA Revenue Estimate

- STA program revenue has been decreasing for several years due to declining diesel prices
- FY 2017-18 State Budget is projecting a 12% increase in STA revenues



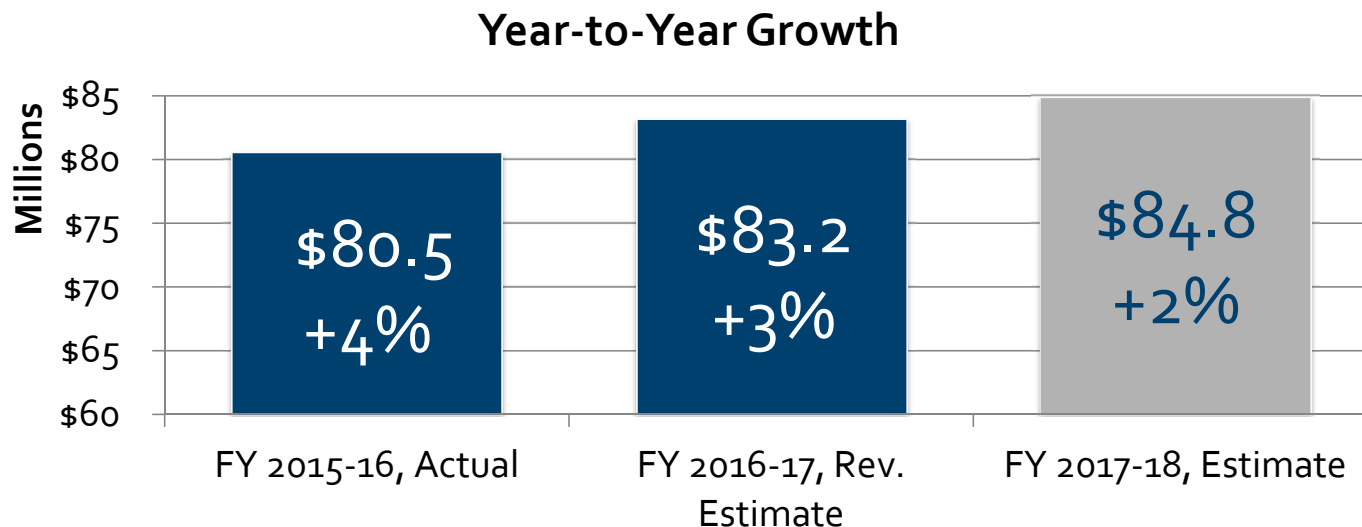
Sources:
STA revenue estimates from CA State Controller's Office - www.sco.ca.gov/ard_payments_transit.html
Diesel Prices from U.S. Energy Information Administration - www.eia.gov/petroleum/gasdiesel/
Diesel Consumption from CA State BOE - www.boe.ca.gov/sptaxprog/spftrpts.htm

AB1107 Overview

- 25% of BART's ½-cent general sales and use tax revenue generated in Alameda, Contra Costa, and San Francisco counties
- MTC estimates and establishes funding distribution policy
 - AC Transit, BART, and SFMTA eligible by law
 - Historically, distributed 50% to AC Transit and 50% to SFMTA
- Mainly used for transit operations

AB1107 Revenue Estimates

- AB 1107 revenues have been growing since FY 2010-11. Revenue has increased by 51% since 2010 when total revenue was \$55 million.



Source:

1. Actuals reported by CA State BOE

2. FY 2017-18 estimate from FY 2017-18 Fund Estimate

Bridge Toll Revenues

- Annual distributions and policies established in Resolution Nos. 4015 and 4022

Fund Source	FY 2017-18 Programming
AB 664	\$37.6 million
MTC 2% Toll	
Ferry Capital	\$1 million
ABAG Bay Trail	\$450,000
2% Subtotal	\$1.45 million
5% State General Fund	
Ferry	\$3 million
ABAG Bay Trail	\$273,421
5% Subtotal	\$3.3 million

Cap and Trade Revenues

- Low Carbon Transit Operations Program (LCTOP) revenues are included in the Fund Estimate for informational purposes
 - Revenue-based and Population-based funds
 - Distributed to regions by the same formula as State Transit Assistance
- LCTOP fund policy set forth through MTC's Cap and Trade Framework
- LCTOP revenues are derived from Cap and Trade auction proceeds and were impacted by reduced auction proceeds in 2016

FY 2016-17 Estimate \$ millions	FY 2017-18 Estimate \$ millions
\$13	\$28

AGENDA

ITEM 8

STAFF REPORT

SUBJECT: One Year Extension to the Fixed Route Operations and Maintenance Contract to MV Transportation.

FROM: Christy Wegener, Director of Planning and Operations

DATE: June 5, 2017

Action Requested

Exercise the option to extend the fourth option year of the contract with MV Transportation through FY2018.

Background

In 2011, the Board of Directors awarded a contract to MV Transportation to provide Fixed Route operations and maintenance services for LAVTA. The agreement was awarded for a base term of July 1, 2011 to June 30, 2014 with the right to extend the agreement for four one-year periods. The contract is recommended for extension of the fourth, and last option year through June 30, 2018.

Discussion

MV has provided quality fixed route operations and maintenance services paratransit services since starting a LAVTA contract beginning in FY 2003. During that time MV has partnered with LAVTA staff to improve service and ridership. Many changes have occurred since the original contract was awarded. Since the award of the current contract the WHEELS bus system has gone through a major redesign based on the recommendations from the Comprehensive Operations Analysis. MV was instrumental in the implementation of the changes, and their success thus far.

Recommendation

Staff recommends Board of Directors exercise the fourth option year and extend the fixed route operations and maintenance agreement from July 1, 2017 through June 30, 2018.

Attachment

1. Letter to MV Exercising Agreement Option
2. Resolution 25-2017

Submitted by: _____

June 5, 2017

Robert Pagorek, CFO
MV Transportation, Inc.
2024 College St
Elk Horn, IA 51531

Dear Robert,

On April 26, 2011 LAVTA entered into an Agreement with MV Transportation, Inc. for the provision of fixed route operations and maintenance services. In accordance with this Agreement, the initial period of the contract began on July 1, 2011 and ended June 30, 2014, and LAVTA has sole discretion to extend the contract for four (4) one-year periods. This letter confirms LAVTA's intention to exercise the option to extend this contract for the period of July 1, 2017 through June 30, 2018.

In addition, in accordance with Section 13 of this Agreement, this letter also confirms the increase in the revenue hour rate for FY18. Commencing July 1, 2017 through June 30, 2018 (FY 2017-18) LAVTA agrees to pay the Contractor for performance of the service set forth in this Agreement at a rate of \$43.02 per hour. Additionally, LAVTA is electing to continue the application of the Service Quality Standards.

MV has provided quality services for LAVTA since the beginning of this contract. We look forward to another successful year of providing excellent service throughout the Tri-Valley.

It is a pleasure working with you.

Sincerely,

Michael Tree
Executive Director

RESOLUTION NO. 25-2017

**A RESOLUTION OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
APPROVING AN EXTENSION OF THE FIXED ROUTE OPERATIONS AND
MAINTENANCE CONTRACT WITH MV TRANSPORTATION INC. FOR THE
FOURTH OPTION YEAR**

WHEREAS, on April 26, 2011, LAVTA and the Contractor entered into that certain Agreement for the management and operation of LAVTA's transit operations; and

WHEREAS, on July 1, 2012, LAVTA and the Contractor entered in Contract Modification #1, revisiting the hourly rate, monthly fixed rate, and Cutaway maintenance fee for Fiscal Year 2012-13 (July 1, 2012 through June 30, 2013); and

WHEREAS, on July 1, 2013 LAVTA and the Contractor entered into Contract Modification #2, revising the hourly rate, monthly fixed rate, and Cutaway maintenance fee for Fiscal Year 2013-14 (July 1, 2013 through June 30, 2014); and

WHEREAS, on July 1, 2014 LAVTA and the Contractor entered into Contract Modification #3, revising the hourly rate, monthly fixed rate, and Cutaway maintenance fee for Fiscal Year 2013-14 (July 1, 2013 through June 30, 2014) and;

WHEREAS, on July 1, 2015 LAVTA and the Contractor entered into Contract Modification #4, revising the hourly rate, monthly fixed rate, and deleting the Cutaway maintenance fee for the remainder of the contract due to the Cutaway vehicles reaching the end of useful life and disposing of said vehicles rate for Fiscal Year 2015-2016 (July 1, 2015 through June 30, 2016); and

WHEREAS, on July 1, 2016 LAVTA and the Contractor entered into Contract Modification #5, revising the hourly rate, and monthly fixed rate for Fiscal Year 2016-2017 (July 1, 2016 through June 30, 2017); and

WHEREAS, in accordance with Section 13 of the Agreement, LAVTA and the Contractor desire to modify the Agreement to revise the hourly rate, and monthly fixed rate for Fiscal Year 2017-2018 (July 1, 2017 through June 30, 2018) and continue the application of the Service Quality Standard Index.

NOW THEREFORE, BE IT RESOLVED: That the Board of Directors of the Livermore Amador Valley Transit Authority, approves an extension of the Fixed Route O&M contract with MV Transportation, Inc. for the fourth option year from July 1, 2017 to June 30, 2018 and directs the Executive Director and Legal Counsel to negotiate a contract extension pursuant to terms and conditions which are consistent with the RFP and the proposer's original and subsequent submittals.

BE IT FURTHER RESOLVED: That the Executive Director shall annually estimate the amount of service to be provided in the upcoming fiscal year, negotiate the terms and conditions for that amount of service with MV Transportation, Inc., and present the resulting O&M costs for Fixed Route services in the annual Budget for the Board's review and approval.

PASSED AND ADOPTED by the governing body of the Livermore Amador Valley Transit Authority (LAVTA) this 5th day of June, 2017.

BY _____

Steven Spedowski, Chair

ATTEST _____

Michael Tree, Executive Director

AGENDA

ITEM 9

STAFF REPORT

SUBJECT: One Year Extension to Paratransit Operation and Maintenance Contract to Medical Transportation Management, Inc.

FROM: Christy Wegener, Director of Planning and Operations

DATE: June 5, 2017

Action Requested

Exercise the option to extend the first option year of the contract with Medical Transportation Management, Inc. (MTM) through FY2018.

Background

In February 2014, the Board of Directors awarded a contract to MTM to provide ADA paratransit services through a paratransit brokerage model for the Agency. The agreement was awarded for a base term of March 7, 2014 to June 30, 2017 with the right to extend the agreement for four one-year periods. The contract is recommended for extension of the first option year through June 30, 2018. The terms specify that the extension price will incorporate a 2% per trip price increase for each extension year.

Discussion

MTM has provided high quality paratransit services since starting the LAVTA contract in March 2014. Since they started, MTM has operated more like a partner than a contractor. The team provided a smooth start-up and transition, and even with several initial operational kinks, the team was committed to delivering a high quality product. The local and regional MTM team has helped LAVTA tackle several challenging issues over the years. These issues, including incorporating paratransit assessments and interviews into the application process, addressing inconsistent data, and helping to find creative ways to manage the growing ridership challenge, are even more important as they impact the Tri-Valley's most sensitive populations. The local team is dedicated, hardworking, and has incredible customer service. LAVTA's Dial-A-Ride service has and continues to receive high marks for the past three years, and customer complaints are down.

Recommendation

Staff recommends the Board exercise the first option year and extend the paratransit operations and maintenance agreement from July 1, 2017 through June 30, 2018.

Attachment

1. Letter to MTM Exercising Agreement Option
2. Resolution 26-2017

Submitted by: _____

June 5, 2017

Alaina Macia
Medical Transportation Management, Inc.
16 Hawk Ridge Drive
Lake St. Louis, MO 63367

Dear Alaina

On March 7, 2014 LAVTA entered into an Agreement with Medical Transportation Management, Inc. (MTM) for the provision of paratransit services. In accordance with this Agreement, the initial period of the contract began on May 1, 2014 and ends June 30, 2017, and LAVTA has sole discretion to extend the contract for four (4) one-year periods. This letter confirms LAVTA's intention to exercise the option to extend this contract for the period of July 1, 2017 through June 30, 2018.

In addition, in accordance with Section 4 of this Agreement, this letter also confirms the 2% increase in the per trip rate for FY18. Commencing July 1, 2017 through June 30, 2018 (FY 2017-18) LAVTA agrees to pay the Contractor for performance of the service set forth in this Agreement will adjust as follows:

Tier	Trips Per Month	Per Trip Rate
1	Up to 4,199	\$33.16
2	4,200-4,699	\$32.35
3	4,700+	\$31.28

MTM has provided quality paratransit services for LAVTA since the beginning of this contract. We look forward to another successful year of providing excellent service throughout the Tri-Valley.

It is a pleasure working with you.

Sincerely,

Michael Tree
Executive Director

RESOLUTION NO. 26-2017

**A RESOLUTION OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
APPROVING AN EXTENSION OF THE PARATRANSIT OPERATIONS AND
MAINTENANCE CONTRACT WITH MEDICAL TRANSPORTATION
MANAGEMENT, INC. (MTM) FOR THE FIRST OPTION YEAR**

WHEREAS, the Livermore Amador Valley Transit Authority (LAVTA) entered into a contract for Operations and Maintenance (O&M) for its paratransit services with Medical Transportation Management Inc. (MTM), of Lake St. Louis, Missouri; and

WHEREAS, the contract base term, from May 1, 2014 to June 30, 2017, will be expiring at the end of June 2017; and

WHEREAS, the contract includes four one-year option terms that can be exercised increments at the sole discretion of LAVTA, from July 1, 2017 to June 30, 2021; and

WHEREAS, MTM has been providing quality paratransit transportation service for the three years to the most fragile residents and travelers of the Tri-Valley; has worked hard to improve customer service; and has shown a major commitment to the quality provision of ADA paratransit services; and

WHEREAS, LAVTA finds it in its best interests to exercise its option to extend the paratransit O&M contract to MTM for the first option year from July 1, 2017 to June 30, 2018.

NOW, THEREFORE, BE IT RESOLVED: That the Board of Directors of the Livermore Amador Valley Transit Authority, approves an extension of the paratransit O&M contract with Medical Transportation Management, Inc. of Lake St. Louis, Missouri for the first option year from July 1, 2017 to June 30, 2018 and directs the Executive Director and Legal Counsel to negotiate a contract extension pursuant to terms and conditions which are consistent with the RFP and the proposer's original and subsequent submittals.

BE IT FURTHER RESOLVED: That the Executive Director shall annually estimate the amount of service to be provided in the upcoming fiscal year, negotiate the terms and conditions for that amount of service with Medical Transportation Management, Inc., and present the resulting O&M costs for paratransit services in the annual Budget for the Board's review and approval.

PASSED AND ADOPTED by the governing body of the Livermore Amador Valley Transit Authority (LAVTA) this 5th day of June, 2017.

BY _____
Steven Spedowski, Chair

ATTEST _____
Michael Tree, Executive Director

AGENDA

ITEM 10

STAFF REPORT

SUBJECT: Bus Exterior Advertising Contract

FROM: Tony McCaulay, Marketing Manager

DATE: June 5, 2017

Action Requested

Staff recommends that a contract be executed with Lamar Transit Advertising for the sale and installation of exterior bus advertising. The contract is for three years beginning July 1, 2017. Lamar's proposal would provide annual revenue to LAVTA of 50 percent of net sales or a minimum annual guarantee of \$95,000, whichever is higher.

Background

LAVTA currently contracts with Lamar Transit Advertising for advertising on buses. The current contract expires on June 30, 2017.

A Request for Proposals (RFP) for bus exterior advertising was released on February 28, 2017 with proposals due on March 24. A single proposal was received from the current vendor Lamar. Staff did not feel it was in LAVTA's best interest to accept that proposal and after several efforts at negotiating alternative financial terms decided to reject the bid, reissue the RFP and solicit other vendors to submit proposals. Two additional vendors were added to the vendor list and the RFP was reissued on May 7, 2017 with proposals due on May 30, 2017.

Discussion

LAVTA again received only a single response to our second solicitation, from Lamar Transit Advertising. In the first RFP, the vehicle inventory available to proposers was limited to 50 percent of the fleet (30 vehicles). When the RFP was reissued, vendors were asked to propose three separate fleet availability scenarios, 50 percent of the fleet (30 vehicles), 75 percent of the fleet (42 vehicles) and 100 percent of the fleet (53 vehicles). The total LAVTA fleet will consist of 60 vehicles when the delivery of new buses is completed this year to replace the 300 series buses. Seven buses are not available for advertising because they are committed to be wrapped with Spare the Air messaging.

All options include a minimum annual guarantee and a percentage of net sales. The actual revenue to LAVTA is the higher of those two figures. Lamar's proposed percentage of net sales was the same (50%) for all three inventory scenarios. In addition, Lamar proposed a capacity incentive of \$2,500 in all three scenarios that would be paid when gross advertising revenue exceeds \$120,000 in any contract year. Lamar also proposed a \$5,000 per year production credit under each scenario which LAVTA can use for self-promotion on the buses.

The differences in revenue proposals was in the minimum annual guarantee (MAG), as shown below:

	<u>Vehicles Available</u>	<u>Minimum Annual Guarantee</u>
Option A	30	\$55,000
Option B	42	\$75,000
Option C	53	\$95,000

In order to maximize potential revenue to LAVTA, staff is recommending that the Board accept the proposal under Option C, making 100 percent of the fleet available for advertising with all advertisements to be below the windows and between the wheel wells of our buses.

Recommendation

Staff recommends that a contract be executed with Lamar Transit Advertising for the sale and installation of exterior bus advertising. The contract is for three years beginning July 1, 2017. Lamar's proposal would provide annual revenue to LAVTA of 50 percent of net sales or a minimum annual guarantee of \$95,000, whichever is higher.

Approved: _____

AGENDA

ITEM 11

FY2017 Goals, Strategies and Projects

Last Updated – May 15, 2017

MANAGEMENT ACTION PLAN (MAP)

Goal: Service Development Strategies (those highlighted in bold indicate highest Board priority) 1. Provide routes and services to meet current and future demand for timely/reliable transit service 2. Increase accessibility to community, services, senior centers, medical facilities and jobs 3. Optimize existing routes/services to increase productivity and response to MTC projects and studies 4. Improve connectivity with regional transit systems and participate in BART to Livermore project 5. Explore innovative fare policies and pricing options 6. Provide routes and services to promote mode shift from personal car to public transit						
Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
Long Range Transit Plan (Agency's 30 Year Plan)	<ul style="list-style-type: none"> Receive draft Long Range Plan from Nelson/Nygaard Present final draft to Board Approval 	DP	Projects/ Services	Sept 2017 Oct 2017 Nov 2017	→ Staff finalizing scope of work for Long Range Plan. Work to include park and ride and SAV strategy.	
Follow-up Changes to COA Implementation	<ul style="list-style-type: none"> Review ridership, passenger comments and on-time performance on a daily/weekly basis to determine issues that need to be resolved. 	DP	Projects/ Services	Jun 2017	→ Straightened out Route 14 in downtown Livermore, rescheduled 502 for improved OTP, added a run into the Livermore Labs on 30R to get workers into lab before 7am. Improved 10R schedule. Changes to 1 & 14 schedules in June to improve their OTP.	X
		DP			→ RFP advertised. Interviews held in	

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Comprehensive Paratransit Assessment	<ul style="list-style-type: none"> Award of Contract Public Outreach #1 Public Outreach #2 Approval of Recommendations 		Projects/ Services	Nov 2016 Jun 2017 Sept 2017 Jan 2018	October. MOU on partnership ratified by the Board in January. City awarded contract. Kick-off meeting held in February. Currently undergoing data collection. <u>Expect stakeholder meetings and public meetings in June.</u>	X
Fare Study	<ul style="list-style-type: none"> Draft Fare Study Public Hearing (proposed changes on fixed route) Board Approval 	DP	Projects/ Services	May 2017 <u>Sept 2017</u> <u>Sept 2017</u>	→ Draft Fare Study complete. F&A to reviewed in May. <u>Decision to hold a few months to see ridership trends on fixed route. Paratransit changes to be considered with paratransit study.</u>	X
Signalization Improvements And Three Queue Jumps On Dublin Blvd	<ul style="list-style-type: none"> Award contract for signal control Award contract for queue jump Finish project 	DP	Projects/ Services	Jul 2016 Mar 2017 Jun 2017	→ Board awarded contract for signal control upgrade in July. Board awarded contract for additional signal control capabilities and queue jump project in March. Expect project completion in June.	X X
Go Dublin Discount Program	<ul style="list-style-type: none"> Get clearance from FTA Sign Agreements with providers 	ED		Nov 2016	→ Participation Agreements signed. Uber, Lyft and DeSoto have activated the promo code. Project area is the city limits of Dublin and two BART stations. Fare is LAVTA will	X

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
	<ul style="list-style-type: none"> Implement 		Projects/ Services	Dec 2016 Dec 2016	cover 50% of cost of ride, up to \$5. Marketing began in February. <u>Expect discussion on progress with P&S in June.</u>	X X

Goal: Marketing and Public Awareness

Strategies (those highlighted in bold indicate highest Board priority)

1. Continue to build the Wheels brand image, identity and value for customers

2. Improve the public image and awareness of Wheels

3. Increase two-way communication between Wheels and its customers

4. Increase ridership, particularly on the Rapid, to fully attain benefits achieved through optimum utilization of our transit system

5. Promote Wheels to New Businesses and residents

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Website V2.0 Upgrades	<ul style="list-style-type: none"> Speed up website Revise homepage for quicker access to commuter info 	MKT MGR	Projects/ Services	Mar 2017 <u>Jun 2017</u>	→ Website speed up to industry standard. Commuter page being developed.	X
V2.0 of Timetables and Schedules With Route Changes	<ul style="list-style-type: none"> Create second version of timetables and route changes to implement new rebranding and fix route issues from COA implementation 	MKT MGR	Projects/ Services	Jan 2017 <u>Jun 2017</u>	→ This project broken into two phases. Phase I changes to timetables with January service changes and Phase II upon rebranding completion. Phase I completed. Brochures/street inserts installed.	X

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Future Phone App	<ul style="list-style-type: none"> • Advertise RFP/Contract Award • Introduce Phone App to public 	DP	Projects/ Services	<u>Aug 2017</u> <u>Jul 2018</u>	→ Currently using Transit as phone app. Scope of Work being created for a future phone app to take into account Park & Ride strategy, SAV project, paratransit study and Go Dublin.	
Wi-Fi Project	<ul style="list-style-type: none"> • Install Wi-Fi on Rapid and Express buses 	DP	Projects/ Services	Oct 2016 Feb 2017	→ Wi-Fi installed and working on all Rapid and Express buses.	X
Wayfinding at BART Stations	<ul style="list-style-type: none"> • Plan new wayfinding signage • Install signage 	MKT MGR	Projects/ Services	Nov 2016 Jan 2017	→ New wayfinding signs installed by BART in December. BART picked up cost of signs.	X X
LAVTA Rebranding Project	<ul style="list-style-type: none"> • Surveying and Focus Groups 	MKT MGR	Projects/	Jun 2016	→ Community survey done. Focus groups done. Additional community survey on narrow list of names done. P&S Committee and Board discussed. Wheels is recommendation for name. <u>New paint</u>	X

Underlined text indicates changes since last report.

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
	<ul style="list-style-type: none"> Draft naming of services to Board Approval final naming, logo and rebranding of buses 		Services	Aug 2016 Sept 2017	<u>scheme for buses reviewed by P&S/Board and favored. New logo being further developed based on input.</u>	X
Individualized Marketing	<ul style="list-style-type: none"> Award Contract Development of collateral Public Outreach Campaign Review of results 	MKT MGR	Projects/ Services	Oct 2016 Mar 2017 Aug 2017 Oct 2017	→ SDG awarded contract. Kick-off meeting held to discuss project and partners. Meetings held with partners in Pleasanton. Collateral developed. <u>Program at halfway point. Challenges in reaching goals of participation households. Update to Board in June.</u>	X X X
580X	<ul style="list-style-type: none"> Direct Mailing #1 Door Hangers Targeted social media 	MKT MGR	Projects/ Services	Sept 2016 Jan 2017 Mar 2017	→ Website slider and page created. Commuter coaches delivered. The first direct mailing was done. Goal is 15 rides per hour. Jan promotions completed; door hangers. Fare free for promotion. Continuing to focus on targeted social media.	X X X
Relocated Rapid Shelters No Longer Served By Rapid to N Canyons Parkway (new alignment of Rapid)	<ul style="list-style-type: none"> Engineering work Improvements to site Relocation of shelters 	AS	Projects/ Services	May 2017 Aug 2017 Sept 2017	→ Final relocation plan developed. Work to be performed with FTA grant. FTA granted approval in March. Doing engineering work in April/May. Expect to have project fully completed in Sept.	
Dispose of Shelters Past Useful Life No Longer Served By Route	<ul style="list-style-type: none"> Identify shelters Award Contract Dispose of shelters 	AS	Projects/	Dec 2016 May	→ Staff has identified shelters past useful life that need to be disposed. <u>IFB being developed to release in June to remove shelters in Jul/Aug.</u>	X

Underlined text indicates changes since last report.

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
			Services	2017 Aug 2017		
Remove Bus Stop Signage No Longer Served By Routes	<ul style="list-style-type: none"> Removal of bus stop signs by MV 	AS	Projects/ Services	Oct 2016	→ Currently 72 stops have temporary no service signs affixed too bus signs/pole. All signage has been removed.	X
Relocate Shelters Not Past Useful Life That Are On Routes No Longer Served	<ul style="list-style-type: none"> Identify shelters Identify new locations for shelters Relocate shelters 	AS	Projects/ Services	Sept 2016 Oct 2016 Aug 2017	→ Shelters identified and relocation plan created. Currently, shelters have signage on them indicating that they are no longer served. <u>IFB being developed to release in June to relocate shelters in Jul/Aug.</u>	X X
Replace Shelters Past Useful Life That Are On Current Routes	<ul style="list-style-type: none"> Identify shelters Award contract Install 	AS	Projects/ Services	Nov 2016 Apr 2017 Aug 2017	→ Shelters identified. Current plan in Livermore, where most shelters past useful life are located, is to replace them with metro style shelters to accommodate artwork. Brasco awarded contract to build 10 shelters that will accommodate art work. <u>IFB for installation to take place in June for a Jul/Aug install after shelters arrive.</u>	X
Purchase and Install Light Kits	<ul style="list-style-type: none"> Identify shelters in need of light kits Complete Installation of 	AS	Projects/	Nov 2016 <u>Jul</u>	→Solar light kits delivered. Pleasanton installations to be completed in <u>June</u> . Dublin in <u>June</u> and Livermore in <u>Jul</u> .	X

Underlined text indicates changes since last report.

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
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	light kits		Services	2017		
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Goal: Community and Economic Development

Strategies (those highlighted in bold indicate highest Board priority)

1. Integrate transit into local economic development plans
2. Advocate for increased TOD from member agencies and MTC
- 3. Partner with employers in the use of transit to meet TDM goals & requirements**

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
ACTC: Measure BB Transit Student Pass Program	<ul style="list-style-type: none"> • Assist ACTC in promoting the student passes • Monitor effectiveness of the program and capacity issues 	DP	Projects/ Services	Ongoing Ongoing	→ Approximately 100 passes sold. Staff to promote and bike on bus event at Livermore Middle School in late January. Will expand project to provide all students interested in Wheels a Clipper card in four Livermore schools to use bus system. <u>Marketing Department collaborating with ACTC on pass. Update to be provided P&S in June.</u>	X
Las Positas College Student, Faculty, Staff Pass Program	<ul style="list-style-type: none"> • Relocate Rapid shelters • Implement Pass • Marketing campaign on campus • Review analytics and create long-term purchase plan from college 	MKT MGR	Projects/ Services	Aug 2016 Aug 2016 Ongoing Jan 2017	→ Installed shelters and implemented Easy Pass. Goal is to increase ridership 100% or get to 500 rides a day and seek long-term funding for the pass. Have reached goal. Continuing marketing and have continued Easy Pass through next academic year. Students to vote on pass early in Spring of next academic year.	X X X
Charter School Easy Pass Program	<ul style="list-style-type: none"> • High School Relocation • Implementation of Pass • Promotion by HS • Review analytics and create 	MKT MGR	Projects/ Services	Sept 2016 Oct 2016 Ongoing	→ High School recently moved to new location on 30R. Easy Pass implemented. Monitoring usage and the potential of school to continue the pass on a long term basis. <u>Charter school actively negotiating with LAVTA for Easy Pass next academic year.</u>	X X

Underlined text indicates changes since last report.

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
	long term funding plan			Mar 2017		
Plan For TOD Project at Livermore Transit Center	<ul style="list-style-type: none"> • Tour of TC area by Projects and Services Committee • Apply for planning grant jointly with City 	PM	Projects/ Services		→Project on hold due to work loads.	
Historic Train Depot Relocation at Livermore Transit Center	<ul style="list-style-type: none"> • City Award of Project • Demo of TC Customers Service Buildings • Finish Relocation/Renovation 	PM	Projects/ Services	Jan 2017 <u>Jun 2017</u> Feb 2018	→ FTA clearance given to demo current building. Amendment #1 to be considered by the Board in January. Bids received by City. City Council awarded contract. <u>Temporary facility installed. Demo of current buildings at TC and the relocation of Depot to take place after the 4th of July.</u>	
Rehab of Shade Structure and Replacement of Furniture at Livermore Transit Center. Rehab of Custom Shelter adjacent to Livermore TC next to Parking Garage.	<ul style="list-style-type: none"> • Obtain a cost estimate for painting the shade structure and customer shelter • Obtain cost estimate for replacement of furniture • Bid Project • Project Completion 	PM	Projects/ Services	<u>May 2017</u> <u>May 2017</u> Sept 2017 Jan 2018	→In project planning stages.	

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
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Goal: Regional Leadership

Strategies (those highlighted in bold indicate highest Board priority)

- 1. Advocate for local, regional, state, and federal policies that support mission of Wheels**
2. Support staff involvement in leadership roles representing regional, state, and federal forums
3. Promote transit priority initiatives with member agencies
4. Support regional initiatives that support mobility convenience

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Altamont Regional Rail Working Group	<ul style="list-style-type: none"> Hire Executive Consultant Strategic planning by Working Group 	ED	Projects/ Services	Dec 2016 Feb 2017	→ Executive on board with Working Group. AB 758 language developed. <u>Assembly Transportation Committee approved 12-0 in April. Appropriations voted 14-0 in May. On Assembly Floor for vote on June 1st.</u>	X X
2017 Legislative Plan	<ul style="list-style-type: none"> Creation of 2017 Legislative Plan and review/approval by the Board and provide support for key legislation. 	Exec Dir	Finance/ Admin	Feb 2017 Feb 2017	→ Research being done on emerging priorities at local, state and federal level. 2017 Legislative Plan approved by board in February. Staff monitoring legislation to choose optimal time for correspondence of support.	X
State Legislation to Approve SAV Project in Dublin	<ul style="list-style-type: none"> Introduce SAV legislation 	Exec Dir	Finance/ Admin	Feb 2017	→ Entering into discussions with CCTA lobbyist. Legislation to allow testing of SAVs supported by MTC. <u>AB1444 approved by Assembly Transportation Committee, Communication and Conveyance, Appropriations and Assembly Floor.</u>	

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
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Goal: Organizational Effectiveness

Strategies (those highlighted in bold indicate highest Board priority)

1. Promote system wide continuous quality improvement initiatives
2. Continue to expand the partnership with contract staff to strengthen teamwork and morale and enhance the quality of service
- 3. Establish performance based metrics with action plans for improvement; monitor, improve, and report on-time performance and productivity**
4. HR development with focus on employee quality of life and strengthening of technical resources
5. Enhance and improve organizational structures, processes and procedures to increase system effectiveness
6. Develop policies that hold Board and staff accountable, providing clear direction through sound policy making decisions

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Performance Metrics Improvement	<ul style="list-style-type: none"> Staff setting up aggressive monitoring of key performance metrics: on-time performance, accidents and customer service. 	DP	Projects/ Services	Ongoing	→ Daily and weekly meeting to discuss key metrics at staff level. Baseline for key areas of routes established.	
MTM Contract Oversight	<ul style="list-style-type: none"> Staff reviewing monthly statistics to ensure accuracy Staff working with contractor on seven focus areas to ensure only those using service are those eligible 	PD	Projects/ Services	Ongoing Ongoing	→ Contractor has recently purchased Trapeze software. Statistics appear to be accurate. Staff monitoring. Eligibility interviews being conducted. Paratransit assessment being procured.	
MV Contract Oversight	<ul style="list-style-type: none"> Create and Implement Monitoring Plan of Contract Provide updates to Board on key trends 	AS	Projects/ Services	Oct 2016 Ongoing	→ Staff has begun meeting with MV weekly to monitor multiple elements of the contract. Staff anticipating a discussion with P&S on route/contractor performance in June.	X

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
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Goal: Financial Management

Strategies (those highlighted in bold indicate highest Board priority)

- 1. Develop budget in accordance with strategic Plan, integrating fiscal review processes into all decisions**
2. Explore and develop revenue generating opportunities
3. Maintain fiscally responsible long range capital and operating plans

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
FY16 Comprehensive Annual Financial Report	<ul style="list-style-type: none"> Complete financial audit and all required reporting to Board, local, regional and state agencies. 	DA	Finance/ Admin	Dec 2016	→ Audit completed in Sept 2016. Final presentations to Board in Nov 2016.	X

Other:

Transit Center Concrete Project In Bus Driving Isle	<ul style="list-style-type: none"> Perform demo of asphalt and construction of concrete in driving isle. 	PM	Projects/ Services	Feb 2018	→ Utilizing City concrete contract. Asphalt to be removed and construction completed in May/Jun of 2017. This project to tie in closely with Historic Depot Relocation project. Will be final phase of Depot project.	
Administrative Offices Asphalt and ADA Project	<ul style="list-style-type: none"> Award Contract Finish Improvements 	PM	Projects/ Services	Mar 2017 May 2017	→ Contractor selected by Board in March. Project completed in May.	X X

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
SAV Project	<ul style="list-style-type: none"> Acquire funding to begin project Submit legislation to test SAVs. Purchase SAVs for testing. 	PD	Projects/ Services	Oct 2016 Dec 2017 Feb 2018	→ AQMD awarded LAVTA \$1 million over 3 years in funding in exchange for advertising. Governor signed legislation that will allow Bishop Ranch testing of SAVs. Staff is meeting with Dublin City staff and attending regular consortium meetings. LAVTA Board received a presentation on this project and next steps at Feb meeting. <u>AB1444 approved by Assembly Transportation Committee, Communication and Conveyance, Appropriations and Assembly Floor.</u> Staff working with CCCTA for a possible partnership.	X X
Replace Steam Bay Lift	<ul style="list-style-type: none"> Quotes/Award of Project Complete install 	DA	Projects/ Services	Nov 2016 May 2017	→ The bus lift in the steam room used to clean engines and undercarriage of buses recently failed. It is past its useful life and staff is evaluating budget to replace. Board awarded purchase of lift in January. Cement work completed. Lift installed in May.	X X
2017 Gillig Bus Purchase (20 buses)	<ul style="list-style-type: none"> Award contract for bus purchase Delivery of buses 	DA	Projects/ Services	Sept 2016 May 2017	→ Board approved contract with Gillig for future bus purchases. Delivery date in May & August from new Gillig factory.	X

Attachments

1. Board Statistics April FY17
2. FY17 Upcoming Committee Items
3. 3rd Quarter Operations Update

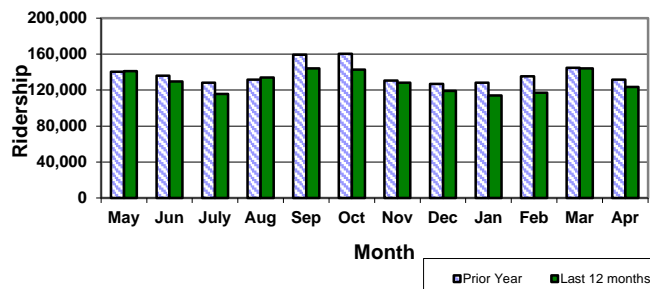
Monthly Summary Statistics for Wheels

April 2017

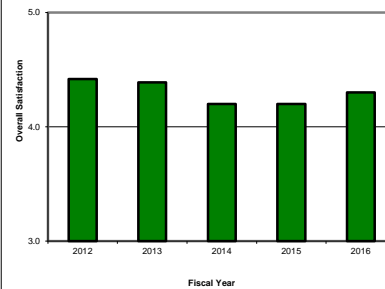
FIXED ROUTE

	April 2017			% change from one year ago		
Total Ridership FY 2017 To Date	1,282,328			-6.9%		
Total Ridership For Month	123,400			-6.2%		
Fully Allocated Cost per Passenger	\$8.70			9.3%		
	Weekday	Saturday	Sunday	Weekday	Saturday	Sunday
Average Daily Ridership	5,420	1,718	1,280	-2.3%	-13.6%	-2.1%
Passengers Per Hour	12.9	11.3	8.4	-0.3%	6.5%	-26.9%
	April 2017			% change from last month		
On Time Performance	84.2%			4.0%		

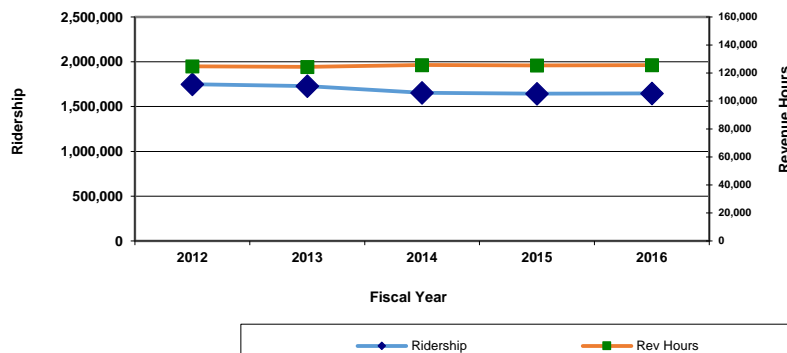
Monthly Unlinked Boardings and Revenue Hours
Last 24 Months



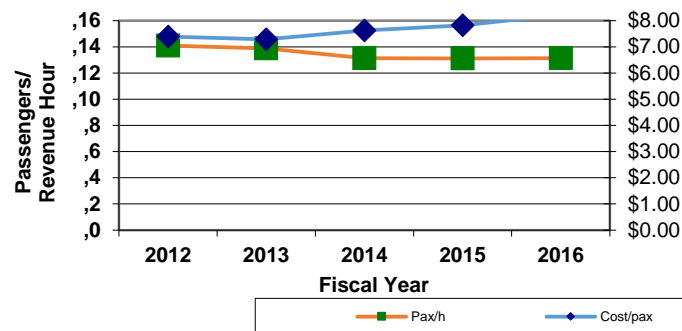
Historical Customer Service
Survey Results



Annual Unlinked Boardings and Revenue Hours
FY2012-2016



Full Cost Per Passenger and Passenger Per Hour
FY2012-2016



Monthly Summary Statistics for Wheels

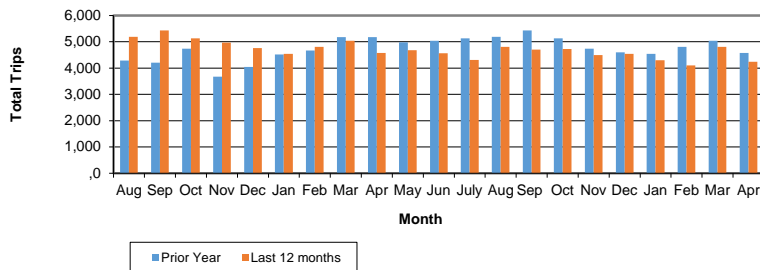
April 2017

PARATRANSIT

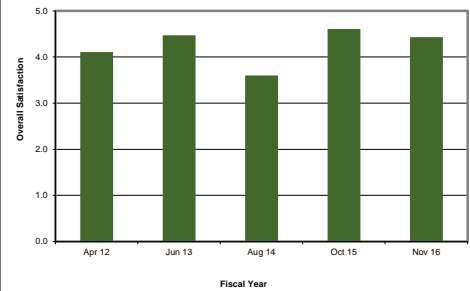
General Statistics	April 2017	% Change from last year	Year to Date
Total Monthly Passengers	4,236	-7.3%	45,021
Average Passengers Per Hour	1.90	11.8%	2
On Time Performance	95.2%	1.5%	1
Cost per Trip	\$32.51	0.0%	33
Number of Paratransit Applications	21	-43.2%	342
Calls Answered in <1 Minute	85.04%	1.7%	1

Missed Services Summary	April 2017	Year to Date
1st Sanction - Phone Call	11	63
2nd Sanction - Written Letter	0	4
3rd Sanction - 15 Day Suspension	0	2
4th Sanction - 30 Day Suspension	0	0
5th Sanction - 60 Day Suspension	0	0
6th Sanction - 90 Day Suspension	0	0

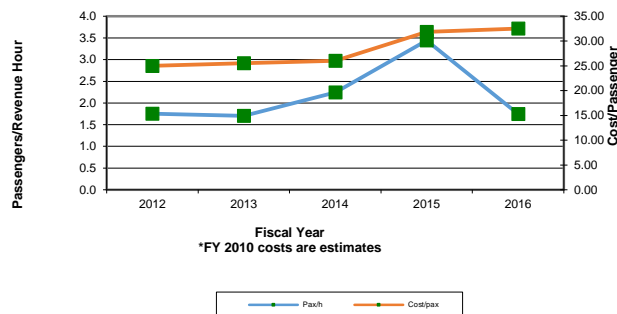
Paratransit Monthly Unlinked Boardings, Last 24 Months



Historical Customer Service Survey Results



Paratransit Full Cost Per Passenger and Average Passengers Per Hour FY2011-2015



Monthly Summary Statistics for Wheels

April 2017

SAFETY								
ACCIDENT DATA	April 2017				Fiscal Year to Date			
	Fixed Route		Paratransit		Fixed Route		Paratransit	
Total	0		0		19		3	
Preventable	1		0		11		0	
Non-Preventable	3		0		13		3	
Physical Damage								
Major	0		0		0		0	
Minor	4		0		24		2	
Bodily Injury								
Yes	0		0		2		1	
No	4		0		21		2	
MONTHLY CLAIMS ACTIVITY	Totals							
Amount Paid								
This Month	\$241.41							
To Date This Fiscal Year	\$94,530.81							
Budget	\$100,000.00							
% Expended	95%							
CUSTOMER SERVICE - ADMINISTRATION								
CATEGORY	Number of Requests							
	April 2017	Year To Date						
Praise				4				
Bus Stop	2			33				
Incident				2				
Trip Planning				9				
Fares/Tickets/Passes				11				
Route/Schedule Planning	38			172				
Marketing/Website				25				
ADA				5				
TOTAL	40			261				
CUSTOMER SERVICE - OPERATIONS								
CATEGORY	FIXED ROUTE				PARATRANSIT			
	VALID	NOT VALID	UNABLE TO VALIDATE	VALID YEAR TO DATE	VALID	NOT VALID	UNABLE TO VALIDATE	VALID YEAR TO DATE
Praise	2			18				1
Safety	3	4		14				0
Driver/Dispatch Courtesy	4	5	2	19			1	0
Early	4			37				0
Late	2	3		69				2
No Show	2	1		25				1
Incident				4				3
Driver/Dispatch Training	1	1	1	14			8	3
Maintenance				5				0
Bypass		3		24				0
TOTAL	16	17	3	211	0	0	9	9
Valid Complaints								
Per 10,000 riders	1.30							
Per 1,000 riders					0.00			

LAVTA COMMITTEE ITEMS - June 2017 - October 2017

Finance & Administration Committee

June

	Action	Info
Minutes	X	
Treasurers Report	X	
Annual Org Review	X	

July

	Action	Info
Minutes	X	
Treasurers Report	X	
*Typically July committee meetings are cancelled		

August

	Action	Info
Minutes	X	
Treasurers Report	X	

September

	Action	Info
Minutes	X	
Treasurers Report	X	
Conflict of Interest - even numbered years	X	
Financial Audit	X	

October

	Action	Info
Minutes	X	
Treasurers Report	X	
TDA Triennial Audit (last in '16)	X	

LAVTA COMMITTEE ITEMS - June 2017 - October 2017

Projects & Services Committee

June

	Action	Info
Minutes	X	
Draft Fare Study Recommendations	X	
Marketing Work Plan	X	
Fixed Route Customer Satisfaction Survey	X	
Tri-Valley Park-and-Ride Study/Long Range Transit Plan		X
Route Analysis		X

July

	Action	Info
Minutes	X	
*Typically July committee meetings are cancelled		

August

	Action	Info
Minutes	X	
Quarterly Operations Report		X
Final Long Range Transit Plan	X	

September

	Action	Info
Minutes	X	
Passenger Surveys	X	

October

	Action	Info
Minutes	X	
Winter Service Changes (effective February)	X	

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: FY 2017 3rd Quarter Report – Operations

FROM: Christy Wegener, Director of Planning & Operations

DATE: May 22, 2017

Action Requested

This is an informational item.

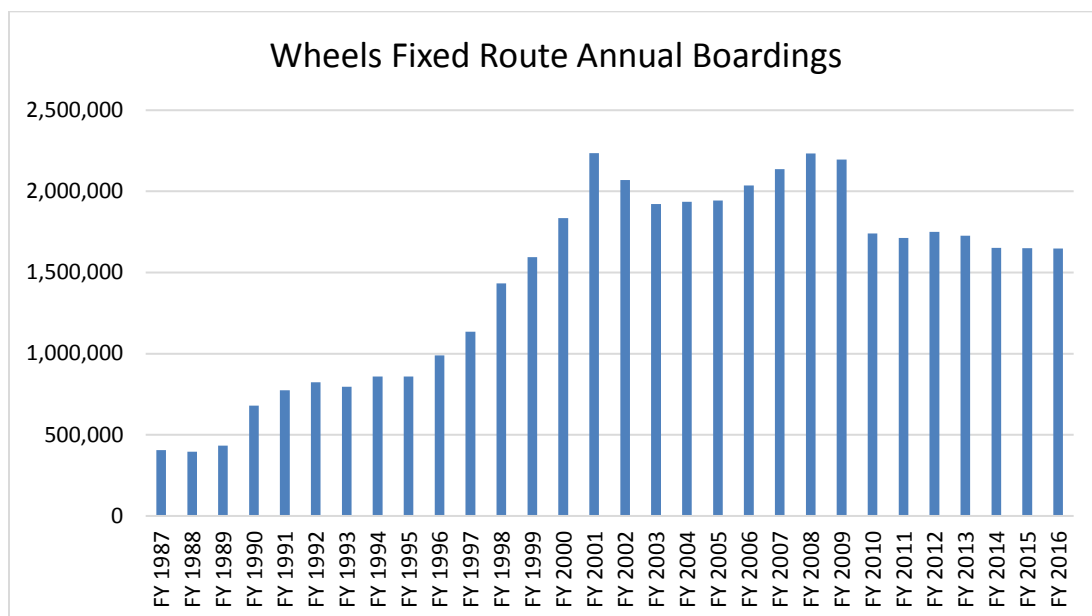
Background

This report is intended to provide the Committee with a summary and analysis of operations for the third quarter of FY2017 (January-March 2017), including fixed route, paratransit, and operational performance metrics.

Discussion

Fixed Route

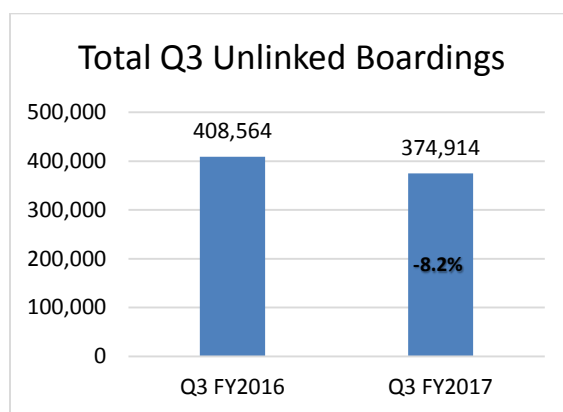
The graph below – which was featured and discussed in the previous quarterly ops report – is displayed again for reference, and shows the long-term ridership trend for the Wheels service from the agency's inception through the fiscal year that ended July 30, 2016.



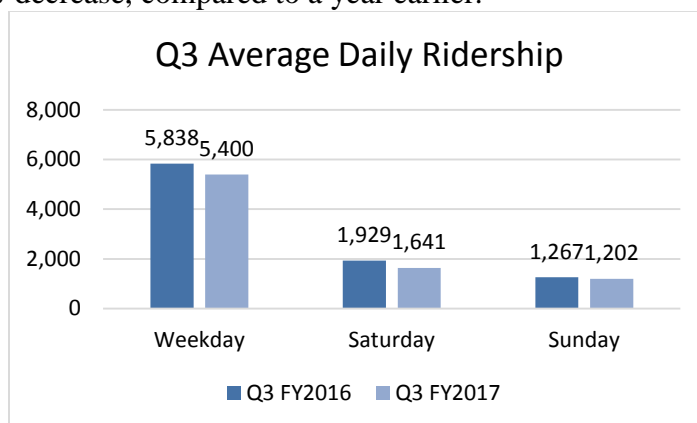
The third quarter (Q3, January thru March 2017) of the fiscal year FY2017, was the second full quarter of operating the substantially revised service that was implemented following the agency's Comprehensive Operational Analysis (COA) study last year. Although the intent of the COA-related changes was to help grow ridership in the medium/long-term, it was expected that ridership would fall initially as a portion of existing riders were adversely impacted by the changes and exited the system, but that ridership would then rebound as riders from new markets entered the system.

As outlined in the previous quarterly report, the initial trend from the first full post-COA quarter (Q2) was a ridership decrease of 6.6 percent compared with the corresponding quarter of the prior year. For Q3 2017, this trend is continuing as the system saw a year-on-year ridership loss in the order of 8.2 percent. As a reminder, with the magnitude of changes implemented as a part of the COA, ridership was anticipated to dip 10%.

The chart below displays this trend and shows the total amount of boardings for Q3 of this year, compared with the same quarter of last year. A total of 374,914 Q3 boardings were seen this year, compared with 408,564 boardings from Q3 of last year.



The next chart shows the ridership broken down by average boardings per service day during the quarter. This mirrored the trend of the quarter overall, with average weekday ridership decreasing from 5,838 to 5,400, or about 7.5%. The COA changes - which effectively reduced Saturday service and increased Sunday service by merging the two schedules - also appear to be reflected in the weekend ridership trends. Saturday ridership fell by 15%, while Sundays held a little steadier at a 5% decrease, compared to a year earlier.



Ridership trends at the individual route level were somewhat mixed but also mostly followed the overall downward trend of the quarter. However, due to the fact that many routes were realigned while retaining the same route number, direct route-level trend comparisons are difficult to make: The general picture, though, was that of a decrease in both ridership and per-hour productivity for local routes, a mixed picture for trunk routes, and an increase in ridership for school tripper routes.

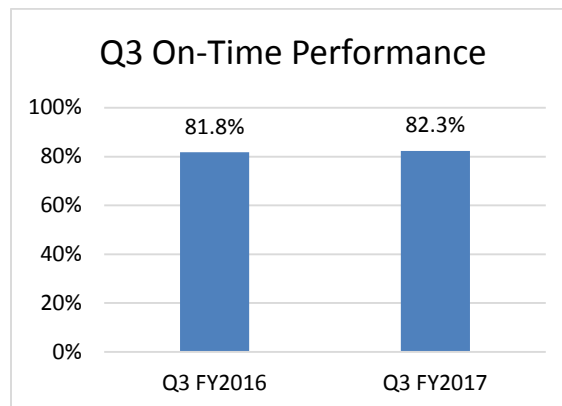
Looking to April 2017, ridership was better at just 6% below the year before. For the first two weeks of May 2017, ridership is above where it was the same time period in 2016 – up by 5%.

Comparing this year to last year, it is worthwhile to note that this year's rain levels have far exceeded those of last year. The following chart represents rainfall by month:

**Rainfall Totals from Livermore
Airport**

	OCT	NOV	DEC	JAN	FEB	MAR	APR
2016/17	3.26	0.74	2.46	8.11	6.93	1.83	2.02
2015/16	0.01	2.49	2.56	3.94	1.03	3.54	1.67

As shown in the next chart, on-time performance (OTP) increased slightly compared with same quarter of the previous year, ending at 82.3%. Within the quarter, the highest OTP monthly percentage was observed in January, with a reading of 83.5%.

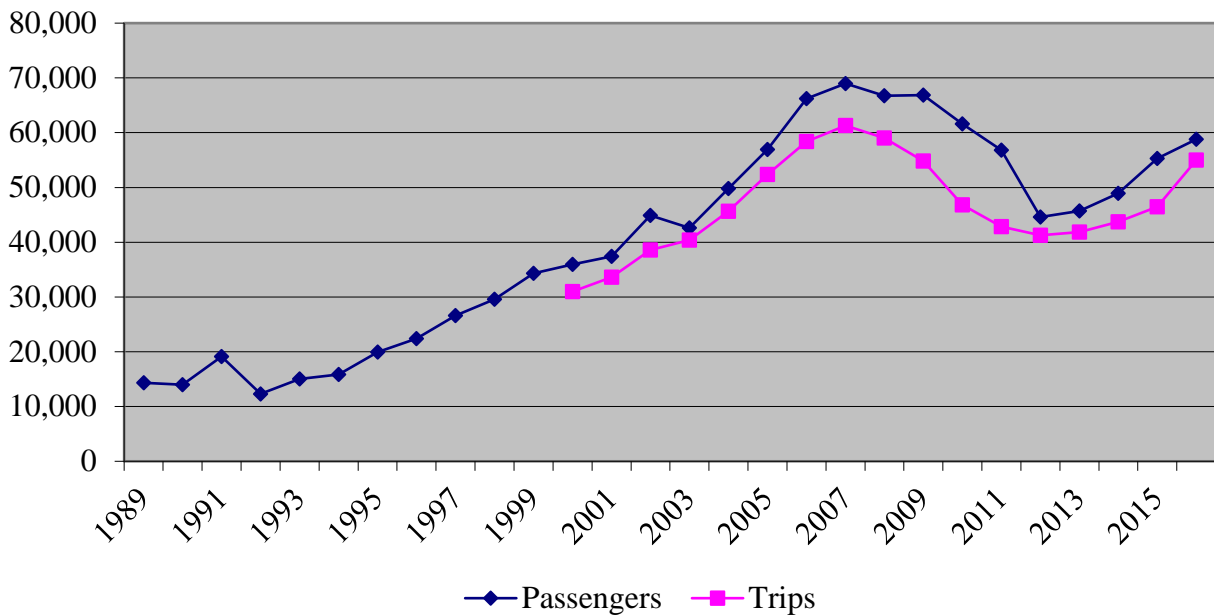


Among the large trunk routes – which contribute the most to systemwide OTP because they have the most total timepoint crossings – Route 10 finished the quarter at 80.6% on time, while Route 30 finished at 86.0% on time. **Please note, this is unadjusted for PM holding at BART** Among the remaining routes, two of the system's express routes showed themselves at the extreme ends of the OTP spectrum: Route 580 (Transit Center to BART) showed the highest route-level OTP at 95.8%.

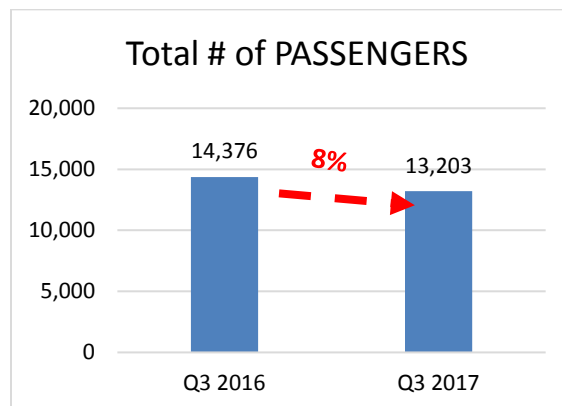
Paratransit

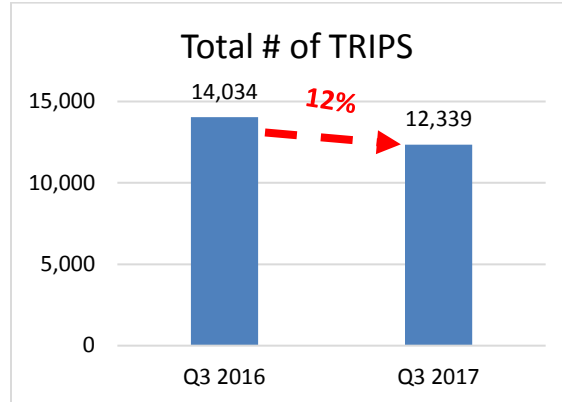
The graph below provides an overview of the historic paratransit ridership trend from the agency's inception thru the fiscal year FY2016:

Annual Paratransit Ridership FY 1989-2016

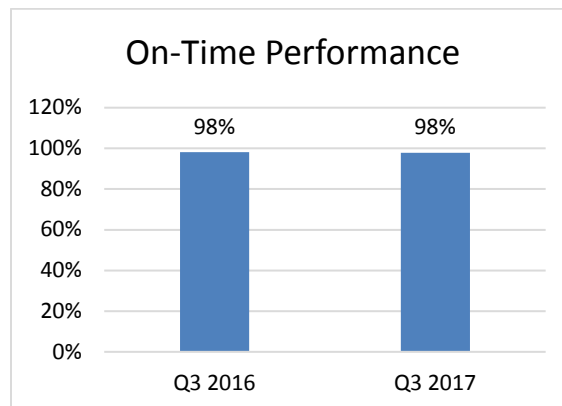


The trend of decreasing ridership continues in the third quarter of the current fiscal year. The FY2017 Q3 the total number of passengers served on paratransit, which includes personal care attendants (PCAs) and companions, decreased by 8% from 14,376 to down to 13,203 when compared to the same three months the year prior. The number of trips during the same time period decreased by 12% from 14,469 to 13,759, as the two charts below illustrate. LAVTA pays the contractor on the per trip bases.





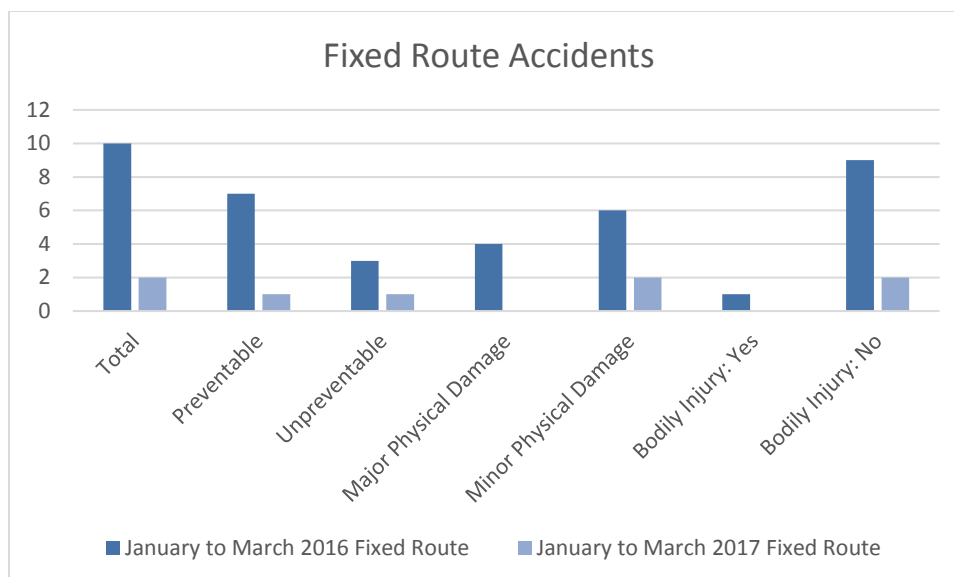
On-time performance (OTP) has remained high at 98% both in Q2, FY17 and F2, FY16. The OTP performance standard is 95%.



Accidents/Incidents

Fixed Route

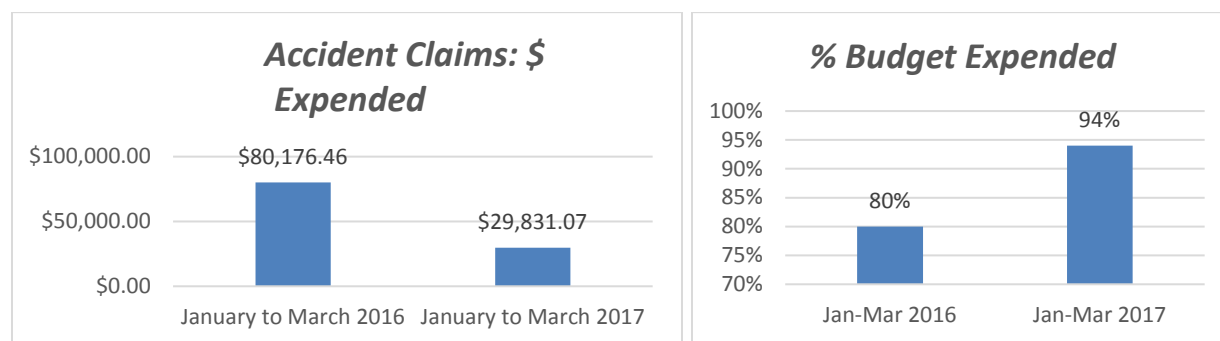
Noted in the figure below for Fixed Route Accidents, in the third quarter, there have been two (2) reportable accidents/incidents on the fixed route system, one (1) of which was determined to be preventable, and one (1) deemed non-preventable. None of the accidents resulted in major damage, and both resulted in minor or no damage to the vehicles (only fixed route are LAVTA owned vehicles). None of the fixed route accidents resulted in bodily injury. Staff continues to work with the operations contractor to identify trends in preventable accidents.



Many contractor-operated transportation companies use 1 preventable accident per 100,000 total miles in fixed route service as a goal. Looking at preventable accidents per 100,000 total miles, MV comes in at .87 for a 12-month rolling period from April 1, 2016 – March 31, 2017. (This is a metric that was not included in this report prior to Q2 FY16)

Claims Activity

With respect to the monthly accident claim activity, the charts below highlight claims **for fixed route only**. It should be noted that some of the FY17 expenditures are for the prior fiscal year, as adjudication of claims can take some time after the actual accident/incident.



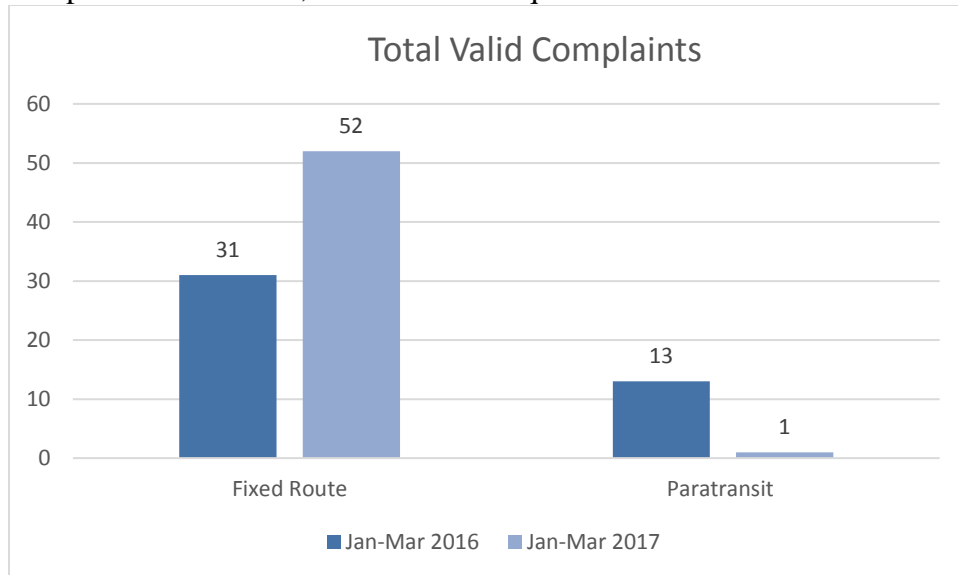
Accidents/Incidents

Paratransit

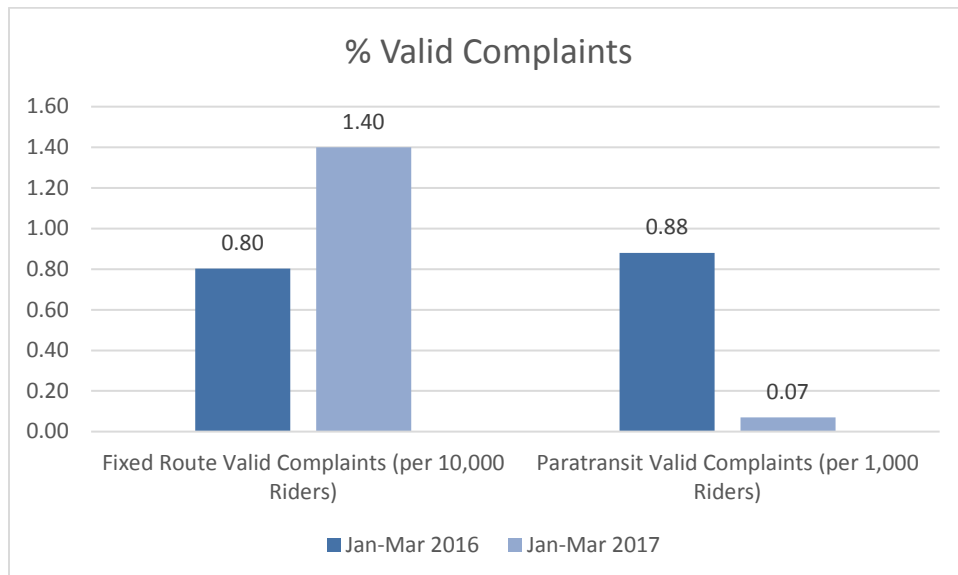
In the third quarter there was one (1) paratransit accident/incidents compared to one (1) paratransit accidents/incidents last year.

Customer Service

Customer Service staff processed a total of 183 customer requests for Q3 FY16 and a total of 174 for Q3 FY17. LAVTA's Service Quality Standards Index, a measurement of performance for fixed route and paratransit service providers, tracks the number of **valid** complaints for both fixed route and paratransit service, as noted for the quarter in the chart below.



The SQSI's established a standard of excellence for complaints of less than 1 per 10,000 rides for fixed route and 1 per 1,000 rides for paratransit.



Comparing the total valid complaints from FY16 and FY17, the number for fixed route has increased and staff continues to work with the fixed route contractor in the Fixed Route Task Force meetings held every other week, which allow for timely recognition of trends, and increased attention to the Customer Oversight Program which provides for assigning points to operators for valid complaints. The top valid complaints for fixed route for this quarter are in the areas of “late” (8 complaints), “early” (13 complaints), and “bypass” (9 complaints).

The paratransit valid complaints decreased from this quarter last year. Staff and the contractor continue to work together in the Paratransit Task Force meetings to ensure that the complaints are dealt with timely, with zero (0) valid complaints.

Next Steps

None

Recommendation

None – information only.

AGENDA

ITEM 12

STAFF REPORT

SUBJECT: Election of LAVTA Chair and Vice Chair

FROM: Michael Tree, Executive Director

DATE: June 5, 2017

Action Required

Elect a new Chair and Vice Chair of the LAVTA Board of Directors for FY18. Per the Bylaws, the Chair should represent Pleasanton and the Vice Chair should represent the County.

Background

Sections 4.03 and 4.04 of LAVTA Bylaws read as follows:

- 4.03** Term of Office. The Chair and Vice Chair shall serve one (1) year terms of office commencing on July 1 of each year. There shall be no limit on the number of terms that a Director may serve as Chair or Vice Chair. The Chair shall rotate among the four Members on an annual basis with a Pleasanton, County, Dublin, and Livermore sequence.
- 4.04** Qualifications. In casting votes for Chair and Vice Chair, members of the Board may consider the candidate's leadership qualities, ability to conduct meetings of the Board expeditiously and fairly, and willingness to represent and implement positions adopted by the Board when such positions are at variance with his/her political views, as well as any other factors deemed pertinent.
- 4.05** Nomination and Election of Officers Nomination and election of officers shall be carried out in such a manner and schedule as determined by the Board of Directors.

Next Steps

Per the Board's policy, the chairs of LAVTA's two standing committees are represented by the two jurisdictions not represented in the Board Chair and Vice Chair positions. Therefore, Dublin and Livermore should be the FY17 chairs of the two committees. The Chair of the Finance and Administration Committee's is currently a Dublin member. The Chair of the Projects and Services Committee is currently the County member.

If you wish to switch committees, please let the new Chair or I know, otherwise we will assume you wish to retain your current committee assignment.

Based on all of your input, staff will work with the new Chair to prepare a Resolution for the July Board meeting reflecting the new Committee assignments for FY18.

Recommendation

Nominate and elect a LAVTA Board Chair and Vice Chair for FY18 in accordance with the agency's bylaws.

Approved: _____

**COMMITTEE
MINUTES**

MINUTES OF THE MAY 22, 2017
LAVTA PROJECT AND SERVICES COMMITTEE MEETING

1. Call to Order and Pledge of Allegiance

Committee Chair Scott Haggerty called the meeting to order at 4:02pm.

2. Roll Call of Members

Members Present

Scott Haggerty, Supervisor, Alameda County
Karla Brown, Councilmember, City of Pleasanton
David Haubert, Mayor, City of Dublin

Members Absent

Steven Spedowski, Vice Mayor, City of Livermore

After the welcome, roll call and introductions Agenda Item 11 was moved up on the agenda, due to not having a quorum.

11. Preview of Upcoming P&S Committee Agenda Items

3. Meeting Open to Public

David Haubert, Mayor from City of Dublin, arrived during the Meeting Open to Public.

Robert S. Allen

Robert Allen addressed the Project and Services Committee regarding his request for a freeway express bus between the Airway Park-N-Ride (at the planned future BART Isabel station) and the existing Dublin/Pleasanton station. Mr. Allen stated that the copy of the county Tri-Valley Park and Ride study report he had seen had major errors. The most glaring are Figures 2 (Page 10) and 11 (Page 25), where the overlay screen showing transit is wrongly overlaid on the base map. He pointed out other major errors and hopes that when the study is finalized LAVTA will be ready to run the express bus.

Supervisor Scott Haggerty thanked Mr. Allen for all of his great ideas and service.

Lisa Rosare

Lisa Rosare addressed the Project and Services Committee regarding item 5 on the agenda. Dean (her son) and Rob (a friend's son) attend STRIDES in Castro Valley and started in December. Ms. Rosare stated that they were very excited that both Dean and Rob were able to attend STRIDES, due to few options for Adult Day Programs. The Regional Center provided the transportation to/from STRIDES via a contract with A-Para Transit. The children have difficulties making transfers safely and like consistency, and since December, they never arrive on time to STRIDES utilizing the service provided through A-Para Transit. Ms. Rosare stated that A-

Para Transit dropped them without notice and the kids missed at least a week of school. The contract has switched to DeSoto Access for transporting 12 kids to the Day Program, but there is no room for an additional person on the current van. Ms. Rosare is requesting LAVTA to step-up and provide service from Livermore to Castro Valley. Ms. Rosare noted that they did utilize Dial-A-Ride, but the transfer did not work for them.

4. Minutes of the April 24, 2017 Meeting of the P&S Committee.

Approved: Haubert/Brown
Aye:, Brown, Haggerty, Haubert
No: None
Abstain: None
Absent: Spedowfski

5. Complaint about Regional Paratransit Service

Staff provided information on a complaint about regional paratransit service to the Project and Services (P&S) Committee. Staff said the complaint received related to the Regional Center of the East Bay's contracted transportation service to a day program in Castro Valley, and discussed complications LAVTA providing service to that area. The estimated cost to transport the students to the day program is at least \$150,000, but certainly it would open up the service area to other trips and greater expense.

Councilmember Karla Brown thanked LAVTA for bringing this to the P&S Committee for discussion. Councilmember Brown noted that there are promises by these organizations to provide transportation service, but then have difficulty with their budget and that makes them pull back on reliable service or their ability to provide transportation. Councilmember Karla Brown acknowledged that this makes clients then search for transportation from other agencies. Councilmember Karla Brown asked who permits/regulates these organizations and can LAVTA have leverage with the organization that provides approval for them to do business.

Supervisor Haggerty commented that there are many layers of involvement of agencies (Pleasanton Paratransit, LAVTA, AC Transit, BART, ACTC, and RCEB) in paratransit service. Supervisor Scott Haggerty questioned why LAVTA is being brought into this issue, since it is not our service area. Supervisor Haggerty stated that maybe LAVTA should consider servicing Castro Valley, using funding from ACTC.

Supervisor Haggerty's direction to staff is to approach ACTC to see if they will fund this new service area. Supervisor Scott Haggerty specifically stated requesting \$150,000 dollars a year from ACTC to fund paratransit service in Castro Valley. Supervisor Haggerty would like staff to give an update at the next P&S Committee or the June Board meeting of the outcome after speaking to ACTC. Supervisor Scott Haggerty also directed staff to speak to RCEB to see if LAVTA can pull something together with them.

6. Rebranding Project Update

Staff provided an update on the rebranding project to the P&S Committee. The bus wrap received favorable reviews at the last P&S Committee meeting and the logo needed revisions. The new logo incorporated suggestions given at the P&S Committee meeting in April. The new logo color was changed from red to blue, incorporated silver into the design, and the slant of the “W” was changed.

Supervisor Haggerty stated that both sides of the bus should have the logo and the word Wheels leaning backwards.

Councilmember Karla Brown noted that the Wheels font is different than the Rapid font and would like them to be the same. Councilmember Karla Brown also pointed out that the location of the wording is different and would like it to be in the same location. Staff responded stating that Gillig provided the wrap design and that the Wheels font can be changed to look the same as the Rapid font at no charge to us. Staff also explained that the location of the wording can be moved to look the same as well.

The P&S Committee requested that an American flag also be located on the bus somewhere. The Committee also would like “Proudly Built in the Tri-Valley” to be located at the box at the top of the bus, but only printed on the new buses.

The Projects and Services Committee reviewed the proposed new logo and vehicle design concepts for Wheels bus service and forwards a recommendation to the Board of Directors to adopt these designs. Should the Board of Directors desire additional major revisions to the logo, staff would recommend that the Board approve the vehicle design so that work can begin on procurement and installation of the design, with the final logo approval to be done at a later date.

Approved: Brown/Haubert
Aye:, Brown, Haggerty, Haubert
No: None
Abstain: None
Absent: Spedowski

7. Status of Exterior Advertising Contract

Staff provided information on the status of exterior advertising contract to the P&S Committee. In April LAVTA received one bid from Lamar Transit Advertising for LAVTA’s Exterior Advertising RFP. After looking at the financial component of the proposal LAVTA determined that it was not in LAVTA’s best interest to accept the single proposal. A revised RFP was issued on May 9, 2017 and proposals are due on Tuesday, May 30, 2017. Staff will make a recommendation to the LAVTA Board at the June 5th meeting.

Supervisor Scott Haggerty asked how much money per year LAVTA makes from

exterior advertising. Staff responded stating that last year it was about \$175,000 and it appears that this year will be the same.

Supervisor Scott Haggerty asked if LAVTA still has a policy in place that all exterior advertising funds goes to the marketing department. Staff responded that the agency has historically an amount equivalent and much more into the marketing budget that is being generated by the exterior bus advertising revenues.

This was informational only.

8. Fare Policy Discussion

Staff provided a PowerPoint with information on fare policy to the P&S Committee. As part of the Comprehensive Operational Analysis (COA) there was an optional task to look at LAVTA's fares. The fare study report includes an analysis of agency trends, a snapshot of the current fare breakdown, an examination of potential fare policy adjustments and associated ridership/revenue impacts, and a package of recommendations. Included in the review was a comparison to other Bay Area transit properties of similar size and operating condition. The following potential fare modifications have been included as part of the fare study:

- 1.) Eliminate Transfers and Replace with a Day Pass
- 2.) Eliminate Farebusters and Replace with a Day Pass
- 3.) Monthly Pass price increase - senior/disabled
- 4.) Implement Youth Fare (\$1)
- 5.) Modify the Regional Express Fare
- 6.) Modify Transfer Policy (to one transfer every 2 hours)
- 7.) Demand Response: Increase Paratransit Fare to \$4

Staff discussed each of the potential changes, and the benefits and drawbacks of a fare increase (or decrease) at this time. Staff proposed holding off on an increase to the paratransit fare so that it can be evaluated as a part of the comprehensive paratransit study. For discussion purposes, staff proposed the following potential fare changes for discussion:

- 1.) Increase in the Senior/Disabled Monthly Pass from \$18 to \$20 or \$25
- 2.) Implementing a two-phased modification in the transfer policy: The first phase would include a shift to a one-transfer per two hour policy; the second phase would be to eliminate transfers and implement a cash day pass at \$4.00 when the fareboxes are upgraded.
- 3.) Increasing the Farebuster price to \$1.80.
- 4.) Increasing the express fare on Route 70X to \$2.25 or \$2.50.

The potential next steps:

- 1.) Do nothing: Wait to see the full 18+ month implementation of COA and allow ridership to mature
- 2.) Direct staff to come back with an action-item at a later time, or as soon as June

3.) Take action now, but for a later or phased implementation

Councilmember Brown stated that increasing Route 70x fare makes a lot of sense, due to length of trip and the route being outside LAVTA's service area.

Councilmember Karla Brown pointed out that Hacienda Business Park rides on Route 70x for a flat rate, and wondered how an additional fare would be collected. Staff responded stating that LAVTA would have a fare differential for the Hacienda Business Park riders that that would have to pay in cash. Councilmember Brown also asked if the contracted employer fares, for example at Hacienda Business Park, were included in the fare study that was conducted. Staff responded that they did not get into depth on the ECO pass pricing, but it is outdated and needs updating.

Councilmember Brown stated that being in line with Clipper Card charges make a lot of sense.

Mayor Haubert does not want to nickel and dime passengers.

Supervisor Haggerty usually likes to see smaller incremental changes, but would like to know how many people are using Clipper Cards on our bus system. Staff responded that 10% use Clipper Cards on our buses and this may be due to low income and patrons that are resistant to change. Staff also explained that it is also still cheaper to purchase paper tickets to travel on LAVTA's buses. Supervisor Haggerty would like LAVTA to speak to MTC to discuss incentives to move people to Clipper Cards on our bus system. Supervisor Haggerty also asked if LAVTA has considered a low income pass. Staff stated that LAVTA has not considered a low income pass, but MTC is currently studying the "Means-Based Fare Study" to research low income passes. Supervisor Haggerty would like LAVTA to speak to MTC regarding the Tri-Valley low-income population and starting a low income pass on Clipper Cards for these specific riders.

The P&S Committee Meeting would like to revisit the Fare Policy in six months and currently not make any changes.

This was informational only.

9. FY 2017 3rd Quarter Report – Operations

Staff provided information on the 3rd Quarter FY2017 (January – March) Operation statistics. Discussed was the fixed route, paratransit, and operational performance metrics. LAVTA had an 8.2% decrease of ridership in the third quarter. Ridership trends at the individual route level were mixed, but also mostly followed the overall downward trend of the quarter. On-time performance increased slightly to 82.3%. Paratransit decreased by 8% for passengers and decreased 12% for number of trips, but On-Time Performance increased to 98%. LAVTA's fixed route contractor recorded two accidents in the 3rd quarter, one was determined to be preventable and one deemed non-preventable. No accidents resulted in major damage, and both resulted in minor or no damage to the vehicles. None of the fixed route accidents resulted in bodily injury. In the 3rd quarter there was one paratransit accident/incidents. Complaints were increased in the 3rd quarter. The top valid

complaints for fixed route are in the areas of “late” (8 complaints), “early” (13 complaints), and “bypass” (9 complaints). Paratransit valid complaints decreased from this quarter last year.

This was informational only.

10. Management Action Plan

Executive Director Michael Tree provided the Management Action Plan to the Projects and Services Committee for review. Executive Director Michael Tree noted that the Historic Depot relocation is underway and after July 4th there will be movement of the building to the Transit Center. The Historic Depot move will cause some minor delays in service and LAVTA is keeping the public informed. Executive Director Michael Tree also stated that the 10% ridership increase that was set as the upper end goal for ridership within 18 months of the bus redesign implementation would be a challenge and feels we are behind schedule. Staff is looking into where LAVTA is falling short on gaining the ridership increase and recognizes that there is a lot going on at the agency (Working Group, shared autonomous vehicle project, rebranding, etc.). Executive Director Michael Tree is looking at possibly a 4-5% increase in ridership at the end of 18 months after the COA was implemented.

Supervisor Scott Haggerty stated that he feels that LAVTA staff is doing fine. He mentioned that LAVTA staff took on many tasks, we are getting a lot accomplished and are going in the right direction. Councilmember Karla Brown agreed that LAVTA is on the right track with generating ridership.

This was informational only.

12. Matters Initiated by Committee Members

None.

13. Next Meeting Date is Scheduled for: June 26, 2017

14. Adjourn

Meeting adjourned at 5:20pm.

MINUTES OF THE MAY 23, 2017
LAVTA FINANCE AND ADMINISTRATION COMMITTEE MEETING

1. Call to Order and Pledge of Allegiance

Committee Chair Don Biddle called the meeting to order at 3:58pm.

2. Roll Call of Members

Members Present

Jerry Pentin, Vice Mayor, City of Pleasanton

Don Biddle, Vice Mayor, City of Dublin

Bob Coomber, Councilmember, City of Livermore

3. Meeting Open to Public

No Comments.

4. Minutes of the April 25, 2017 Meeting of the F&A Committee

Approved: Pentin/Coomber

Aye: Biddle, Coomber, Pentin

No: None

Abstain: None

Absent: None

5. Treasurer's Report for April 2017

The Finance and Administration Committee recommended submitting the April 2017 Treasurer's Report to the Board for approval.

Approved: Coomber/Pentin

Aye: Biddle, Coomber, Pentin

No: None

Abstain: None

Absent: None

6. One Year Extension to Legal Services Agreement with Hanson Bridgett LLP

The Finance & Administration Committee approved forwarding a recommendation to the Board of Directors to exercise an option year and extend the legal services agreement from July 1, 2017 through June 30, 2018.

Approved: Coomber/Pentin

Aye: Biddle, Coomber, Pentin

No: None

Abstain: None

Absent: None

7. LAVTA's Operating & Capital Budget for FY 2018

Staff presented to the Finance and Administration Committee the final Operating and Capital Budget for FY 2018. Staff stated that this year there are two additional funds: Wheels on Demand that covers the Go Dublin and SAV project, and the Altamont Regional Rail Working Group. The total operating budget is \$18,365,925 which reflects an overall increase of 6.02% from FY 2017. Vice Mayor Jerry Pentin requested LAVTA create a spreadsheet showing what LAVTA requested and received for TDA funds over the last 5-10 years. Staff responded that we can make a spreadsheet showing what was projected for that year and what LAVTA received. The Finance and Administration Committee forwards the final Operating and Capital Budget for FY 2018 to the Board for approval. Resolution 23-2017.

Approved: Coomber/Pentin
Aye: Biddle, Coomber, Pentin
No: None
Abstain: None
Absent: None

8. Fare Policy Discussion

Staff provided a PowerPoint with information on fare policy to the Finance and Administration Committee. As part of the Comprehensive Operational Analysis (COA) there was an optional task to look at LAVTA's fares. The fare study includes an analysis of agency trends, a snapshot of the current fare breakdown, an examination of potential fare policy adjustments and associated ridership/revenue impacts, and a package of recommendations. Included in the review was a comparison to other Bay Area transit properties of similar size and operating condition. The following potential fare modifications have been included as part of the fare study:

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- 6.) Modify Transfer Policy (to one transfer every 2 hours)
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Staff discussed each of the potential changes, and the benefits and drawbacks of a fare increase (or decrease) at this time. Staff proposed holding off on an increase to the paratransit fare so that it can be evaluated as a part of the comprehensive paratransit study. For discussion purposes, staff proposed the following potential fare changes for discussion:

- 1.) Increase in the Senior/Disabled Monthly Pass from \$18 to \$20 or \$25
- 2.) Implementing a two-phased modification in the transfer policy: The first phase would include a shift to a one-transfer per two hour policy; the second phase would be to eliminate transfers and implement a cash day pass at \$4.00 when the fareboxes are upgraded.
- 3.) Increasing the Farebuster price to \$1.80.
- 4.) Increasing the express fare on Route 70X to \$2.25 or \$2.50.

The potential next steps:

- 1.) Do nothing: Wait to see the full 18+ month implementation of COA and allow ridership to mature
- 2.) Direct staff to come back with an action-item at a later time, or as soon as June
- 3.) Take action now, but for a later or phased implementation

Staff reported that the Projects and Services Committee's feedback was to hold off on any potential changes for at least 6-months to give the routes time to mature. Board Member Jerry Pentin commented that he thinks there may be some simple changes that the Agency can make in the short term, including aligning with the Clipper policy in terms of the number of transfers, taking a phased approach. Mr. Pentin also commented that an increase in the express fare would be a recommendation he could support in the short term. The Finance and Administration Committee Meeting would like to revisit the Fare Policy after summer and discuss developing an action plan to address some of the short

This was informational only.

9. LAVTA Comments on Draft Plan Bay Area 2040

Staff provided LAVTA comments on Draft Plan Bay Area 2040 to the Finance and Administrations Committee. Staff informed the Finance and Administration Committee that our comments will be included with many other agencies comments and that the comments will not have an impact on our agencies budget. The Regional Transportation Plan (RTP), known as Bay Area 2040, is a federal and state requirement to guide regional decision-making with regards to prioritizing sources of federal, state, and regional transportation funding, and, under the requirements of SB 375, to identify a Sustainable Communities Strategy (SCS) for the region to ensure the RTP and SCS are consistent with the Regional Housing Needs Allocation (RHNA) process overseen by the Association of Bay Area Governments (ABAG), with a development pattern that promotes reductions in greenhouse gases based on emissions targets set for the region by the California Air Resources Board (CARB). The Finance and Administration Committee Staff proposes to frame LAVTA's comments on the draft Plan's proposed policies and investments in accordance with the five policy principles laid out in LAVTA's 2017 Legislative Program, which the Board of Directors adopted in February 2017.

The Finance and Administration Committee provided direction to staff on the proposed comments from LAVTA on the Draft Plan Bay Area 2040 prior to the comment deadline of June 1. Vice Mayor Pentin noted that the California High Speed Rail system was the top-funded project in the Plan. Vice Mayor Biddle commented that the region today is larger than the original nine counties.

This was informational only.

10. Preview of Upcoming F&A Committee Agenda Items

11. Matters Initiated by Committee Members

None.

12. Next Meeting Date is Scheduled for: June 27, 2017

13. Adjourn

Meeting adjourned at 5:06pm.