

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

**BOARD OF DIRECTORS MEETING**

**DATE:** February 6, 2017

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

**TIME:** 4:00pm

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**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. January Wheels Accessible Advisory Committee Minutes Report**

**5. Consent Agenda**

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

- A. **Minutes of the January 2, 2017 Board of Directors meeting.**
- B. **Treasurer's Report for the month of December 2016**

**Recommendation:** Staff recommends approval of the December 2016 Treasurer's Report.

- C. **Dial-A-Ride Passenger Survey 2016**

**Recommendation:** None – Information only.

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

**Recommendation:** Finance and Administration Committee recommends the Board of Directors declare as surplus one (1) bus and ratify the disposal through a method consistent with LAVTA's Policy for Disposition of Surplus Property.

E. **Summer 2017 Service Changes**

**Recommendation:** At its January 23, 2017 meeting, the Projects & Services Committee considered the potential service options presented by Staff, and recommends approval of summer service as outlined above. Specifically, the Committee:

- Recommends accommodation for the DUSD summer program at Dublin High School by operating routes 501 and 502 five days a week during the 2017 summer session;
- Recommends accommodation for the PUSD summer program at its location at Foothill High School by operating routes 602 and 604 four days per week during the 2017 summer session; and
- Recommends modifying Route 1 service to directly connect to the ECHOJ and operate every 30-minutes all day on weekdays.

F. **Wheels Service to the 2017 Alameda County Fair**

**Recommendation:** At its January 23, 2017 meeting, the Projects & Service Committee considered and endorsed Staff's proposal to operate a dedicated, hourly shuttle service between the East Dublin/Pleasanton BART station and the Fairgrounds during the 2017 Alameda County Fair.

It is recommended that the Board of Directors approve the proposed shuttle service, as outlined above.

G. **Resolution Authorizing the Executive Director to Request and Receive Federal Transit Funding under FTA's Section 5310 Program**

**Recommendation:** Staff recommends the Board of Directors approve the attached resolutions.

H. **Resolution authorizing participation in the Employment Risk Management Authority**

**Recommendation:** Staff recommends the Board of Directors to approve Resolution 11-2017, a resolution authorizing LAVTA participation in the Employment Risk Management Authority.

6. **Shared Autonomous Vehicles Update**

**Recommendation:** None – Information only.

7. **2017 Legislative Program**

**Recommendation:** Staff recommends the Board of Directors accept this report and approve Resolution 12-2017, adopting the 2017 Legislative Program.

**8. Executive Director's Report**

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

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

**10. Next Meeting Date is Scheduled for: March 6, 2017**

**11. 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

2/1/2017

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](mailto: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, January 4, 2017

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

**TIME:** 3:35 p.m.

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**DRAFT MINUTES**

**1. Call to Order**

The WAAC Chair Carmen Rivera-Hendrickson called the meeting to order at 3:35 pm.

**Members Present:**

Connie Mack	City of Dublin
Shawn Costello	City of Dublin
Helen Buckholz	City of Dublin – Alternate
Russ Riley	City of Livermore
Carmen Rivera-Hendrickson	City of Pleasanton
Herb Hastings	County of Alameda
Amy Mauldin	Social Services Member
Jennifer Cullen	Social Services Member
Raymond Figueroa	Social Services Member
Esther Waltz	PAPCO Representative

**Staff Present:**

Christy Wegener	LAVTA
Kadri Kulm	LAVTA
Jonah Luis Galvez	MTM
Juana Lopez	MTM
Chris Hunter	MTM

**Members of the Public:**

Robert Allen	Livermore resident
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Andy Ross  
Debbie Bell  
Katy Lyons

City of Livermore, Planning  
City of Livermore, Engineering  
Alta Planning + Design

**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)**

Livermore resident Robert Allen urged the committee to support his efforts in having LAVTA to establish a direct bus line between the LAVTA Headquarter/Airway Park and Ride and BART. Mr. Allen said the bus would operate 14 hours a day and save passengers about three hours. He provided a sample schedule to LAVTA staff.

**3. Minutes of the November 2, 2016 Meeting of the Committee**

Carmen Rivera-Hendrickson provided comments that the minutes needed more detail on the presentation from Alameda CTC on the needs assessment study. Approval was tabled until the March 2017 meeting due to not having a quorum present.

**4. Committee Composition**

Due to WAAC's Livermore representative Nancy Barr's recent passing, WAAC members recommended having an interim member to fill the position until the end of the current FY. The committee also welcomed Raymond Figueroa, City of Pleasanton Senior Center Recreation Supervisor, to the committee as a Social Services Representative. Raymond is replacing Pam Deaton who recently retired.

**5. Meeting Location Discussion**

The committee agreed on conducting the next three WAAC meetings at the Pleasanton Senior Center. The WAAC members will choose a new location at their July, 2017 meeting for the next FY.

**6. FY 2017 1<sup>st</sup> Quarter Operations Report**

Staff covered the paratransit operations statistics for July-September, 2016. The ridership has decreased when comparing it with the same time period a year ago. The OTP was 96% and valid customer complaints was 0.62 complaints per 1,000 passengers.

**7. Paratransit Assessment Study**

The City of Pleasanton and LAVTA will have a kickoff meeting with the project team later in January. After the kickoff meeting, more information will be brought back to the WAAC at their March meeting about next steps and the formation of a stakeholder committee.

**8. PAPCO Report**

Esther Waltz reported that there was no meeting in November and the last PAPCO meeting was on October 24. The next PAPCO meeting will take place on January 23.

**9. Fixed Route Operational Issues – Suggestions for Changes**

Shawn Costello reported that the 600 series buses have an ongoing buzz sound and that they don't have 4 point securements. Staff said it might be possible to modify sound and assured the committee members that new devices are 4 point securements even though these new models have a different setup. Staff will arrange a bus and securements demo at the committee's March meeting so that everyone can become comfortable with the new securements.

**10. Dial-A-Ride Operational Issues – Suggestions for Changes**

Herb Hastings asked for the phone number that's left for call backs on the ride-reminder automated messages to be changed to a local number. The staff is to work with MTM to see if this is possible.

Carmen Rivera-Hendrickson recommended that a photo should be included in every applicant's file and a photo-ID card should be given for applicants after they have been certified eligible to use ADA paratransit. Staff will be following up by letting applicants know about the ADA card during their in-person interview. The photo ID cards are currently only provided when requested.

**11. ADA Paratransit Assessments**

The committee met with MTM's ADA Eligibility Assessor Jonahluis Galvez who provided her background story and explained what is expected during the assessments.

**12. Presentation of City of Livermore's Active Transportation Plan**

The City of Livermore staff gave a presentation on the Livermore Bicycle, Pedestrian, and Trail Active Transportation Plan and the committee members provided their feedback. There is an open house on January 26<sup>th</sup> at the Livermore Senior Center and all WAAC members are encouraged to come by. The City of Livermore staff asked any additional comments to be submitted to them by the open house date (January 26<sup>th</sup>).

**14. Adjourn**

The meeting was adjourned at 4:54pm.

## **AGENDA**

### **ITEM 5 A**



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

**BOARD OF DIRECTORS MEETING**

**DATE:** January 9, 2017

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

**TIME:** 4:00pm

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**MINUTES**

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

Meeting was called to order by Board Chair Steven Spedowski at 4:00 pm

**2. Roll Call of Members**

**Members Present**

Scott Haggerty – Supervisor, County of Alameda  
Don Biddle – Vice Mayor, City of Dublin  
Karla Brown – Councilmember, City of Pleasanton  
Jerry Pentin – Vice Mayor, City of Pleasanton  
Steven Spedowski – Vice Mayor, City of Livermore  
Bob Coomber – Councilmember, City of Livermore

**Members Absent**

David Haubert – Mayor, City of Dublin

**3. Meeting Open to Public**

Robert S. Allen

Robert Allen addressed the Board regarding item 6 on the agenda. Mr. Allen provided the Board of Directors a document showing a proposed bus schedule. He is urging them to support ABLE Commute - an express M-F route connecting the Airway Park-and-Ride with every BART train from early AM through the evening commute hour.

**4. November Wheels Accessible Advisory Committee Minutes Report**

Scott Haggerty, Supervisor from Alameda County, arrived during the November Wheels Accessible Advisory Committee (WAAC) Minutes Report.

It was noted that Agenda Item 4 was mistitled and should read “November Wheels Accessible Advisory Committee Minutes Report.” This has been corrected in the minutes.

Carmen Rivera-Hendrickson reported that the Wheels Accessible Advisory Committee (WAAC) is working to provide Alameda County with input on the Countywide Needs Assessment study. She also reported that some WAAC members have complaints about the new

wheelchair securement devices on the newest buses.

Councilmember Karla Brown asked Michael Tree if someone is trained regarding wheelchair securing on buses for safety reasons. Christy Wegener explained to the Board of Directors the new Q'Pod restraints are ADA compliant and that they are different than the current wheelchair restraints that many passengers are used to. They have four-point tie down system that includes three hooks and a bar, instead of the traditional four hooks. She explained that a sales representative will conduct safety training with MV drivers in February. The Q'Pod trainer will also be at the next WAAC meeting to demonstrate how the devices work with different wheelchair types.

## **5. Consent Agenda**

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

**A. Minutes of the November 7, 2016 and December 5, 2016 Board of Directors meeting.**

**B. Treasurer's Report for the month of October 2016 and November 2016**

The Board of Directors approved the October 2016 Treasurer's Report.

**C. Contract Award for Tri-Valley Comprehensive Paratransit Assessment**

The Board of Directors approved Resolution 01-2017 ratifying the MOU with the City of Pleasanton for the Comprehensive Tri-Valley Paratransit Assessment that was signed by LAVTA Executive Director.

**D. Resolution Authorizing the Livermore Amador Valley Transit Authority to Adopt an Operational Area Agreement for Participation in the Alameda County Operational Area Emergency Management Organization**

The Board of Directors approved Resolution 03-2017 Authorizing the Livermore Amador Valley Transit Authority to Adopt and Operational Area Agreement for Participation in the Alameda County Operational Area Emergency Management Organization.

**E. Resolution Authorizing the Filing of Applications for Federal Funds for Fiscal Year 2017, 2018, 2019 and 2020 to the Metropolitan Transportation Commission**

The Board of Directors approved "a resolution authorizing the filing of an application for FTA Formula Program and Surface transportation programs funding by the Livermore Amador Valley Transit Authority (LAVTA) for Capital and Operating funds for fiscal years 2017, 2018, 2019 and 2020 and committing the necessary local match for the projects and stating the assurance of LAVTA to complete the project." Resolution 05-2017.

Approved: Biddle/Pentin

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

No: None

Absent: Haubert

## **6. Update on the Tri-Valley Park-and-Ride Study**

Christy Wegener updated the Board of Directors on the Tri-Valley Park-and-Ride Study. In 2015 the Alameda County Transportation Commission in partnership with LAVTA and the three Tri-Valley cities launched a comprehensive Tri-Valley Park-and-Ride study. The primary goal of the study was to identify potential changes and improvements in Park-and-Ride facilities in transit service to reduce single occupancy vehicle trips and vehicle miles traveled. To create a coordinated efficient and sustainable transportation system in the Tri-Valley area.

Recommendations for the study are still being drafted and are expected to be released to study partners the first quarter of 2017. The project team is also working on an implementation plan. The study will be completed in late spring 2017 and brought back to the LAVTA Board at that time. Mr. Robert Allen's proposal is being modeled in the Tri-Valley study.

This was informational only.

## **7. Resolution of the Board of Directors Appreciating the Services of Councilmember Laureen Turner**

The Board of Directors approved Resolution 06-2017 appreciating the services of Councilmember Laureen Turner.

Approved: Haggerty/Brown

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

No: None

Absent: Haubert

## **8. First Amendment to Agreement with City Concerning Historic Depot**

Michael Tree provided a brief overview of the original agreement with the City of Livermore regarding the Historic Depot. The first amendment to the original agreement covers the following: Clarification of FTA interest in building to be demolished, addition of ticketing wall, additional security cameras, and replacement of failed asphalt driveway to entrance to LAVTA Transit Center. An interior architectural rendering will be provided to the Board of Directors prior to implementation.

The Board of Directors approved the First Amendment to the November 24, 2015 Lease Agreement between the City of Livermore and LAVTA concerning the Historic Depot.

Approved: Brown/Coomber

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

No: None

Absent: Haubert

## **9. LAVTA Purchase of Rutan Maintenance Bay Lift**

Beverly Adamo provided an updated regarding the LAVTA Purchase of Rutan Maintenance Bay Lift procurement. LAVTA received one bid from SLEC, Incorporated; however, this company is the manufacturer of the specified lift and is not a licensed contractor or registered with the Department of Industrial Relations (DIR), as is required by the solicitation documents.

LAVTA is requesting to negotiate in the open market and enter into a contract or contracts for the replacement and installation of a maintenance bay lift, due to legal requirements.

The Board of Directors approved Resolution 02-2017 to reject the low bid and authorize the Executive Director to negotiate on the open market and enter into a contract or contracts for the replacement and installation of a maintenance bay lift at the Rutan facility for \$147,000 with a contingency of \$3,000 for an aggregate of \$150,000.

Supervisor Scott Haggerty recommended LAVTA contact the Alameda County Fire Department regarding their lifts. Beverly Adamo responded that she would contact them on January 10, 2017.

Approved: Pentin/Biddle

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

No: None

Absent: Haubert

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

Executive Director Michael Tree summarized the larger LAVTA projects and asked if the Board of Directors had any questions. The Board of Directors did not have any questions for Michael Tree.

#### **11. Set Board of Director Meeting Dates for 2017**

The Board of Directors adopted the meeting dates for 2017.

Approved: Coomber/Brown

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

No: None

Absent: Haubert

#### **12. Adjourn to CLOSED SESSION**

Meeting adjourned to closed session at 4:28pm.

#### **13. Closed Session pursuant to Cal. Government Code Section 54956.9(d): CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION SIGNIFICANT EXPOSURE TO LITIGATION (2 MATTERS)**

#### **14. Reconvene to OPEN SESSION**

Meeting reconvened at 4:34pm.

No reportable actions were taken. Michael Conneran stated that in closed session instructions were given to counsel.

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

None.

**16. Next Meeting Date is Scheduled for: February 6, 2017**

**17. Adjournment**

Meeting adjourned at 4:35pm.

## **AGENDA**

### **ITEM 5 B**

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Treasurer's Report for December 2016

FROM: Tamara Edwards, Finance and Grants Manager

DATE: February 6, 2017

**Action Requested**

Review and approve the LAVTA Treasurer's Report for December 2016.

**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 December 1, 2016	\$10,483,655.03
Payments made	\$1,346,429.19
Deposits made	\$1,815,955.12
Ending balance December 31, 2016	\$10,953,180.96

***Farebox account activity (106):***

Beginning balance December 1, 2016	\$77,004.54
Deposits made	\$81,637.14
Ending balance December 31, 2016	\$77,004.54

***LAIF investment account activity (135):***

Beginning balance December 1, 2016	\$663,018.35
Ending balance December 31, 2016	\$663,018.35

***Operating Expenditures Summary:***

As this is the six 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 50%. The agency is at 44.83% overall.

***Operating Revenues Summary:***

While expenses are at 44.83%, revenues are at 74.3%, providing for a healthy cash flow.

**Recommendation**

The Finance and Administration Committee recommends the Board approve the December 2016 Treasurer's Report.

Attachments:

1. December 2016 Treasurer's Report

*Approved:* \_\_\_\_\_



**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
BALANCE SHEET  
FOR THE PERIOD ENDING:  
December 31, 2016**

**ASSETS:**

101 PETTY CASH	200	
102 TICKET SALES CHANGE	240	
105 CASH - GENERAL CHECKING	10,953,181	
106 CASH - FIXED ROUTE ACCOUNT	158,642	
107 Clipper Cash	428,518	
120 ACCOUNTS RECEIVABLE	133,932	
135 INVESTMENTS - LAIF	663,018	
150 PREPAID EXPENSES	(24)	
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	
<b>TOTAL ASSETS</b>		<b>55,146,657</b>

**LIABILITIES:**

205 ACCOUNTS PAYABLE	308,807	
211 PRE-PAID REVENUE	1,599,529	
21101 Clipper to be distributed	347,482	
22000 FEDERAL INCOME TAXES PAYABLE	34	
22010 STATE INCOME TAX	(10)	
22020 FICA MEDICARE	(0)	
22050 PERS HEALTH PAYABLE	0	
22040 PERS RETIREMENT PAYABLE	(331)	
22030 SDI TAXES PAYABLE	0	
22070 AMERICAN FIDELITY INSURANCE PAYABLE	(17)	
22090 WORKERS' COMPENSATION PAYABLE	6,374	
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	67,012	
23102 UNEMPLOYMENT RESERVE	20,000	
<b>TOTAL LIABILITIES</b>		<b>3,086,880</b>

**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	3,773,356	
<b>TOTAL FUND BALANCE</b>		<b>52,059,776</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>		<b>55,146,657</b>

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
REVENUE REPORT  
FOR THE PERIOD ENDING:  
December 31, 2016**

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
4010100	Fixed Route Passenger Fares	1,548,670	136,212	700,865	847,805	45.3%
4020000	Business Park Revenues	191,030	29,897	74,743	116,287	39.1%
4020500	Special Contract Fares	171,286	0	43,501	127,785	25.4%
4020500	Special Contract Fares - Paratransit	37,000	3,355	13,804	23,196	37.3%
4010200	Paratransit Passenger Fares	205,968	19,593	95,376	110,592	46.3%
4060100	Concessions	44,135	2,460	21,719	22,416	49.2%
4060300	Advertising Revenue	95,000	16,487	96,779	(1,779)	101.9%
4070400	Miscellaneous Revenue-Interest	4,500	(490)	2,225	2,275	49.5%
4070300	Non transportation revenue	91,733	45,041	87,040	4,693	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	7,814	35,328	48,996	41.9%
4099200	TDA Article 4.5 - Paratransit	123,457	11,774	52,403	71,054	42.4%
4099600	Bridge Toll- RM2	580,836	0	145,209	435,627	25.0%
4110100	STA Funds-Paratransit	49,787	10,829	10,829	38,958	21.8%
4110500	STA Funds- Fixed Route BART	654,479	272,699	272,699	381,780	41.7%
4110100	STA Funds-pop	700,785	700,785	700,785	-	100.0%
4110100	STA Funds- rev	198,153	198,154	198,154	(1)	100.0%
4110100	STA Funds- Lifeline	194,324	194,143	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	10,019	(10,019)	100.0%
4130000	FTA JARC and NF	84,517	284	2,581	81,936	3.1%
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	90,735	322,361	562,329	36.4%
4640100	Measure B Paratransit Funds-Paratransit	167,445	17,173	61,013	106,432	36.4%
4640200	Measure BB Paratransit Funds-Fixed Route	660,528	64,544	237,329	423,199	35.9%
4640200	Measure BB Paratransit Funds-Paratransit	283,285	27,681	101,785	181,500	35.9%
<b>TOTAL REVENUE</b>		<b>17,433,890</b>	<b>1,849,173</b>	<b>12,948,826</b>	<b>4,485,064</b>	<b>74.3%</b>

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
OPERATING EXPENDITURES  
FOR THE PERIOD ENDING:  
December 31, 2016**

		<b>BUDGET</b>	<b>CURRENT MONTH</b>	<b>YEAR TO DATE</b>	<b>BALANCE AVAILABLE</b>	<b>PERCENT BUDGET EXPENDED</b>
501 02	Salaries and Wages	\$1,381,056	\$96,745	\$661,071	\$719,985	47.87%
502 00	Personnel Benefits	\$815,347	\$44,830	\$322,557	\$492,790	39.56%
503 00	Professional Services	\$699,156	\$71,934	\$282,314	\$416,842	40.38%
503 05	Non-Vehicle Maintenance	\$574,029	\$34,683	\$311,614	\$262,415	54.29%
503 99	Communications	\$10,500	\$422	\$1,194	\$9,306	11.37%
504 01	Fuel and Lubricants	\$1,231,310	\$52,249	\$328,306	\$903,004	26.66%
504 03	Non contracted vehicle maintenance	\$15,000	\$0	\$0	\$15,000	0.00%
504 99	Office/Operating Supplies	\$50,500	\$1,203	\$7,576	\$42,924	15.00%
504 99	Printing	\$60,000	\$2,434	\$32,862	\$27,138	54.77%
505 00	Utilities	\$266,900	\$53,560	\$133,930	\$132,970	50.18%
506 00	Insurance	\$590,936	\$128	\$389,902	\$201,034	65.98%
507 99	Taxes and Fees	\$152,000	\$5,074	\$35,317	\$116,683	23.24%
508 01	Purchased Transportation Fixed Route	\$9,018,334	\$709,165	\$4,363,218	\$4,667,832	48.38%
2-508 02	Purchased Transportation Paratransit	\$2,102,600	\$137,093	\$832,751	\$1,269,849	39.61%
508 03	Purchased Transportation Paratransit	\$100,000	\$0	\$0	\$100,000	0.00%
509 00	Miscellaneous	\$126,504	\$33,353	\$84,120	\$40,898	66.50%
509 02	Professional Development	\$39,718	\$2,345	\$5,591	\$34,127	14.08%
509 08	Advertising	\$190,000	\$514	\$19,566	\$170,434	10.30%
<b>TOTAL</b>		<b>\$17,423,890</b>	<b>\$1,245,734</b>	<b>\$7,811,888</b>	<b>\$9,623,232</b>	<b>44.83%</b>

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY**  
**CAPITAL REVENUE AND EXPENDITURE REPORT (Page 1 of 2)**  
**FOR THE PERIOD ENDING:**  
**December 31, 2016**

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
<b>REVENUE DETAILS</b>						
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	13,312	13,312	0	100.00%
41302	FTA MOA FACILITY	-	4,308	10,308	(10,308)	#DIV/0!
41308	TPI	504,564	0	0	504,564	0.00%
41315	FTA Farebox upgrade	398,242	0	0	398,242	0.00%
41303	FTA non revenue vehicle upgrade	367,200	0	0	367,200	0.00%
41323	FTA Bus replacements	12,315,205	66,120	12,078,545	236,660	98.08%
<b>TOTAL REVENUE</b>		<b>19,499,200</b>	<b>83,740</b>	<b>14,434,226</b>	<b>5,064,974</b>	<b>74.02%</b>

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY**  
**CAPITAL REVENUE AND EXPENDITURE REPORT (Page 2 of 2)**  
**FOR THE PERIOD ENDING:**  
**December 31, 2016**

<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>BUDGET</b>	<b>CURRENT MONTH</b>	<b>YEAR TO DATE</b>	<b>BALANCE AVAILABLE</b>	<b>PERCENT BUDGET EXPENDED</b>
<b>EXPENDITURE DETAILS</b>						
<b>CAPITAL PROGRAM - COST CENTER 07</b>						
5550107	Shop Repairs and replacement	251,124	0	4,378	246,746	1.74%
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	-	19,011	43,070	(43,070)	#DIV/0!
5550507	Office and Facility Equipment	20,000	567	8,405	11,595	42.02%
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	0	570,564	0.00%
5550907	IT Upgrades and replacement	15,500	0	0	15,500	0.00%
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	0	0	25,600	0.00%
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	26,208	857,516	2.97%
5552007	Major component rehab	120,000	0	11,439	108,561	9.53%
5552107	Rebranding bus wrap	95,000	0	0	95,000	0.00%
5552307	Bus replacement	15,899,769	32,268	15,640,000	259,769	98.37%
5552407	Security upgrades	73,392	0	0	73,392	0.00%
555??07	Transit Capital	100,000	0	0	100,000	0.00%
<b>TOTAL CAPITAL EXPENDITURES</b>		<b>19,485,888</b>	<b>51,846</b>	<b>15,744,931</b>	<b>3,740,957</b>	<b>80.80%</b>
<b>FUND BALANCE (CAPITAL)</b>		<b>13312.02</b>	<b>31,894</b>	<b>(1,310,705)</b>		
<b>FUND BALANCE (CAPTIAL &amp; OPERATING)</b>		<b>13,312.02</b>	<b>636,904</b>	<b>3,833,657</b>		

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

[www.treasurer.ca.gov/pmia-  
laif/laif.asp](http://www.treasurer.ca.gov/pmia-laif/laif.asp)  
January 04, 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

December 2016 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	660,181.44
Total Withdrawal:	0.00	Ending Balance:	660,181.44

REPORT.: Jan 18 17 Wednesday  
 RUN....: Jan 18 17 Time: 09:06  
 Run By.: Daniel Zepeda

LAVTA  
 Month End Cash Disbursements Report  
 Prior Period Report for 12-16 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
12-16	H6942	12/02/16	CAL04 (CALIFORNIA WATER SERVICE)		421.68	.00	421.68	CAL04, 9098655555, MOA WA
	H6949	12/02/16	MAS01 (ANTHONY D. MASSA)		23.44	.00	23.44	MAS01, NOV-16 MILEAGE REI
	H6951	12/02/16	MVT01 (MV TRANSPORTATION, INC.)		60,600.18	.00	60,600.18	MVT01, 71960, OCT-16 FIXE
	H6952	12/02/16	MTM01 (MEDICAL TRANSPORTATION MANAG		126,015.38	.00	126,015.38	MTM01, OCT-16 MONTHLY SER
	H6955	12/02/16	MTM01 (MEDICAL TRANSPORTATION MANAG		2,786.00	.00	2,786.00	MTM01, MTM-112075 11/16-1
	H6956	12/02/16	MTM01 (MEDICAL TRANSPORTATION MANAG		2,191.00	.00	2,191.00	MTM01, MTM-112076 11/23-1
	H6957	12/02/16	PAC01 (AT&T )		33.06	.00	33.06	PAC01,ACCT #232-351-6260,
	H6958	12/02/16	PAC01 (AT&T )		351.73	.00	351.73	PAC01,ACCT #436-951-0106,
	H6959	12/02/16	PAC01 (AT&T )		145.07	.00	145.07	PAC01,ACCT #925-243-9029,
	H6960	12/02/16	PAC02 (PACIFIC GAS AND ELECTRIC)		713.48	.00	713.48	PAC02, 9800031052-8, TRAN
	H6961	12/02/16	PAC02 (PACIFIC GAS AND ELECTRIC)		594.77	.00	594.77	PAC02, 9007202117-4, MOA
	H6963	12/01/16	BID01 (DON BIDDLE)		200.00	.00	200.00	BID01, NOV-16 BOD STIPEND
	H6964	12/01/16	BRO03 (KARLA SUE BROWN)		200.00	.00	200.00	BRO03, NOV-16 BOD STIPEND
	H6965	12/01/16	HAG01 (SCOTT HAGGERTY)		200.00	.00	200.00	HAG01, NOV-16 BOD STIPEND
	H6966	12/01/16	HAU01 (DAVID HAUBERT)		100.00	.00	100.00	HAU01, NOV-16 BOD STIPEND
	H6967	12/01/16	PEN01 (JERRY PENTIN)		100.00	.00	100.00	PEN01, NOV-16 BOD STIPEND
	H6968	12/01/16	SPE04 (STEVEN G. SPEDOWFSKI)		300.00	.00	300.00	SPE04, NOV-16 BOD STIPEND
	H6969	12/01/16	TUR01 (LAUREEN TURNER)		100.00	.00	100.00	TUR01, NOV-16 BOD STIPEND
	H6970	12/02/16	MUT01 (MUTUAL OF OMAHA)		1,022.89	.00	1,022.89	MUT01, DEC-16 LIFE & LTD
	H6971	12/02/16	VSP01 (VSP )		515.91	.00	515.91	VSP01, DEC-16 VISION INSU
	H6972	12/02/16	AME06 (AMERICAN FIDELITY ASSURANCE		939.14	.00	939.14	AME06, DEC-16 FLEXIBLE SP
	H6973	12/02/16	AME06 (AMERICAN FIDELITY ASSURANCE		152.64	.00	152.64	AME06, DEC-16 SUPPLEMENTA
	H6974	12/02/16	PAC02 (PACIFIC GAS AND ELECTRIC)		581.50	.00	581.50	PAC02, 7264840356-5, RAPI
	H6975	12/02/16	CAL04 (CALIFORNIA WATER SERVICE)		450.27	.00	450.27	CAL04, 0198655555, BUS WA
	H6984	12/02/16	TX123 (OLGA PRINZ)		163.84	.00	163.84	TX123, PARATAXI REIMBURSE
	H6985	12/02/16	TAX07 (ASMA SYEDA)		9.78	.00	9.78	TAX07, PARATAXI REIMBURSE
	H6986	12/02/16	TAX32 (SUE TSANG)		200.00	.00	200.00	TAX32, PARATAXI REIMBURSE
	H6987	12/02/16	TAX91 (VIVIAN MARIE MILLER)		116.88	.00	116.88	TAX91, PARATAXI REIMBURSE
	H6988	12/02/16	TX123 (OLGA PRINZ)		87.76	.00	87.76	TX123, PARATAXI REIMBURSE
	H6989	12/02/16	TX143 (KIM BRETOI)		54.40	.00	54.40	TX143, PARATAXI REIMBURSE
	H6990	12/16/16	CAL04 (CALIFORNIA WATER SERVICE)		39.40	.00	39.40	CAL04, 3616555555, TC WAT
	H6991	12/16/16	CAL04 (CALIFORNIA WATER SERVICE)		199.37	.00	199.37	CAL04, 4616555555, TC IRR
	H6992	12/16/16	CAL04 (CALIFORNIA WATER SERVICE)		64.11	.00	64.11	CAL04, 2575555555, TC FIR
	H6993	12/16/16	PER03 (CAL PUB EMP RETIRE SYSTEM)		33,725.34	.00	33,725.34	PER03, DEC-16 PERS HEALTH
	H6994	12/16/16	PER04 (CALPERS RETIREMENT SYSTEM)		916.01	.00	916.01	PER04, PERS 457 CONTRIBUT
	H6995	12/16/16	PER01 (PERS )		2,225.89	.00	2,225.89	PER01, PERS NEW CONTRIBUT
	H6996	12/16/16	EMP01 (EMPLOYMENT DEVEL DEPT)		2,091.10	.00	2,091.10	EMP01, STATE TAXES 11/18-
	H6997	12/16/16	EFT01 (ELECTRONIC FUND TRANFERS)		7,389.15	.00	7,389.15	EFT01, FEDERAL TAXES 11/1
	H6998	12/16/16	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		32,644.56	.00	32,644.56	DIR02, PR DIRECT DEPOSIT
	H6999	12/16/16	EFT01 (ELECTRONIC FUND TRANFERS)		1,074.41	.00	1,074.41	EFT01, FEDERAL TAXES-ANGE
	H7000	12/16/16	EMP01 (EMPLOYMENT DEVEL DEPT)		285.04	.00	285.04	EMP01, STATE TAXES-ANGELA
	H7001	12/16/16	PER01 (PERS )		3,625.35	.00	3,625.35	PER01, PERS CLASSIC CONTR
	H7002	12/15/16	MVT01 (MV TRANSPORTATION, INC.)		337,810.88	.00	337,810.88	MVT01, 72367, DEC-16 1ST
	H7003	12/16/16	WEG01 (CHRISTY WEGENER)		74.67	.00	74.67	WEG01, NOV-16 TRAVEL REIM
	H7004	12/16/16	VER01 (VERIZON WIRELESS)		1,295.68	.00	1,295.68	VER01, 9775814033, 10/23-
	H7005	12/16/16	INT05 (INTERSTATE OIL COMPANY)		14,035.26	.00	14,035.26	INT05, D57865A-IN, 11/30/
	H7006	12/16/16	DOT02 (DOTTO GLASS INC)		18,132.50	.00	18,132.50	DOT02, 50% DOWN PAYMENT-R
	H7007	12/16/16	MTM01 (MEDICAL TRANSPORTATION MANAG		5,260.50	.00	5,260.50	MTM01, MTM-112077, 12/7-1
	H7008	12/16/16	PAC02 (PACIFIC GAS AND ELECTRIC)		1,720.61	.00	1,720.61	PAC02, 6062256368-6, ATLA
	H7009	12/16/16	PAC02 (PACIFIC GAS AND ELECTRIC)		5,580.10	.00	5,580.10	PAC02, 5809326332-3, MOA
	H7010	12/16/16	CAL04 (CALIFORNIA WATER SERVICE)		85.48	.00	85.48	CAL04, 4755555555, MOA FI
	H7011	12/16/16	CAL04 (CALIFORNIA WATER SERVICE)		85.48	.00	85.48	CAL04, 5755555555, CONTRA
	H7012	12/16/16	TAX14 (KAREN ADAMS)		38.46	.00	38.46	TAX14, PARATAXI REIMBURSE
	H7013	12/16/16	TAX67 (CHRISTEL RAGER)		156.85	.00	156.85	TAX67, PARATAXI REIMBURSE
	H7014	12/16/16	TX113 (RODGER RAGER)		191.70	.00	191.70	TX113, PARATAXI REIMBURSE
	H7015	12/16/16	TX161 (JYOTSNA MEHTA)		65.88	.00	65.88	TX161, PARATAXI REIMBURSE
	H7016	12/16/16	TAX76 (MARY ANN HANDZUS)		253.75	.00	253.75	TAX76, PARATAXI REIMBURSE
	H7017	12/16/16	TAX72 (JUSTIN HART)		187.21	.00	187.21	TAX72, PARATAXI REIMBURSE
	H7018	12/16/16	TAX99 (SAEED TIRMIZI)		122.45	.00	122.45	TAX99, PARATAXI REIMBURSE
	H7019	12/16/16	TAX07 (ASMA SYEDA)		11.89	.00	11.89	TAX07, PARATAXI REIMBURSE
	H7020	12/30/16	CAL15 (CALTRONICS BUSINESS SYS)		434.33	.00	434.33	CAL15, 2160008, BIZHUB TH
	H7021	12/23/16	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		33,465.70	.00	33,465.70	DIR02, PR DIRECT DEPOSIT
	H7022	12/23/16	PER04 (CALPERS RETIREMENT SYSTEM)		716.63	.00	716.63	PER04, PERS 457 CONTRIBUT
	H7023	12/23/16	PER01 (PERS )		1,819.14	.00	1,819.14	PER01, PERS NEW CONTRIBUT
	H7024	12/23/16	PER01 (PERS )		3,624.62	.00	3,624.62	PER01, PERS CLASSIC CONTR
	H7025	12/23/16	EFT01 (ELECTRONIC FUND TRANFERS)		7,727.15	.00	7,727.15	EFT01, FEDERAL TAXES 12/2
	H7026	12/23/16	EMP01 (EMPLOYMENT DEVEL DEPT)		2,185.45	.00	2,185.45	EMP01, STATE TAXES 12/2-1
	H7027	12/30/16	NEL01 (NELSON\NYGAARD CONSULTING AS		3,150.00	.00	3,150.00	NEL01, 68701, NOV-16 PROF
	H7028	12/30/16	STA13 (STAPLES CREDIT PLAN)		501.41	.00	501.41	STA13, DEC-16 CC STATEMEN
	H7029	12/30/16	STA01 (STATE COMPENSATION FUND)		1,720.50	.00	1,720.50	STA01, JAN-17 WORKER'S CO
	H7030	12/30/16	MVT01 (MV TRANSPORTATION, INC.)		337,810.88	.00	337,810.88	MVT01, 72369, DEC-16 2ND
	H7031	12/30/16	MTM01 (MEDICAL TRANSPORTATION MANAG		4,154.50	.00	4,154.50	MTM01, MTM-112078, 12/14-
	H7032	12/30/16	TX137 (HIMATLAL R MEHTA)		43.16	.00	43.16	TX137, PARATAXI REIMBURSE
	H7033	12/30/16	TX161 (JYOTSNA MEHTA)		25.50	.00	25.50	TX161, PARATAXI REIMBURSE
	H7034	12/30/16	TX137 (HIMATLAL R MEHTA)		71.88	.00	71.88	TX137, PARATAXI REIMBURSE
	H7035	12/30/16	TAX91 (VIVIAN MARIE MILLER)		144.71	.00	144.71	TAX91, PARATAXI REIMBURSE
	H7036	12/30/16	TAX14 (KAREN ADAMS)		13.18	.00	13.18	TAX14, PARATAXI REIMBURSE
	H7037	12/30/16	TAX07 (ASMA SYEDA)		21.89	.00	21.89	TAX07, PARATAXI REIMBURSE
	H7038	12/31/16	BID01 (DON BIDDLE)		100.00	.00	100.00	BID01, DEC-16 BOD STIPEND
	H7039	12/31/16	BRO03 (KARLA SUE BROWN)		100.00	.00	100.00	BRO03, DEC-16 BOD STIPEND
	H7040	12/31/16	SPE04 (STEVEN G. SPEDOWFSKI)		100.00	.00	100.00	SPE04, DEC-16 BOD STIPEND
	H7041	12/01/16	BAN03 (BANKCARD CENTER)		4,529.90	.00	4,529.90	BAN03, OCT-16 CC STATEMEN
	H7042	12/31/16	USB01 (U S BANK)		25.00	.00	25.00	USB01, OCT-16 CC STATEMEN
	H7043	12/01/16	MER01 (MERCHANT SERVICES)		126.95	.00	126.95	MER01, NOV-16 TC CC FEES
	H7044	12/01/16	MER01 (MERCHANT SERVICES)		197.00	.00	197.00	MER01, NOV-16 MOA CC FEES
	H7045	12/13/16	WEG01 (CHRISTY WEGENER)		148.00	.00	148.00	WEG01, TRAVEL PER PIEM-FT
	H7046	12/31/16	PAC02 (PACIFIC GAS AND ELECTRIC)		105.30	.00	105.30	PAC02, 7649646868-7, DOOL
	H7087	12/01/16	USB01 (U S BANK)		476.88	.00	476.88	USB01, SEPT-16 CC STATEME
	019565	12/02/16	A&M01 (LEO LAM INC)		225.63	.00	225.63	Automatic Generated Check
	019566	12/02/16	AIM01 (AIM TO PLEASE JANITORIAL SER		2,770.00	.00	2,770.00	Automatic Generated Check
	019567	12/02/16	ANT01 (ANTAI SOLUTIONS, LLC)		7,500.00	.00	7,500.00	Automatic Generated Check

REPORT.: Jan 18 17 Wednesday  
RUN....: Jan 18 17 Time: 09:06  
Run By.: Daniel Zepeda

LAVTA  
Month End Cash Disbursements Report  
Prior Period Report for 12-16 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		
12-16	019568	12/02/16	BAR02 (SF BAY AREA RAPID TRA DIS)		3,118.50	.00	3,118.50	Automatic	Generated	Check
	019569	12/02/16	CAL13 (CALIFORNIA TRANSIT)		3,223.06	.00	3,223.06	Automatic	Generated	Check
	019570	12/02/16	CAM01 (CAMBRIA CORPORATION)		2,546.00	.00	2,546.00	Automatic	Generated	Check
	019571	12/02/16	CIT06 (CITY OF LIVERMORE SEWER)		141.36	.00	141.36	Automatic	Generated	Check
	019572	12/02/16	COR01 (CORBIN WILLITS SYSTEMS)		239.45	.00	239.45	Automatic	Generated	Check
	019573	12/02/16	EBR01 (EBRCSA)		36,300.00	.00	36,300.00	Automatic	Generated	Check
	019574	12/02/16	EJW01 (E.J. WARD INC)		3,600.00	.00	3,600.00	Automatic	Generated	Check
	019575	12/02/16	FAS01 (FASTSIGNS)		878.74	.00	878.74	Automatic	Generated	Check
	019576	12/02/16	GIL01 (GILLIG LLC)		10,932.48	.00	10,932.48	Automatic	Generated	Check
	019577	12/02/16	HAB01 (HABIB BALIAN)		631.97	.00	631.97	Automatic	Generated	Check
	019578	12/02/16	HAN01 (HANSON BRIDGETT MARCUS)		4,284.00	.00	4,284.00	Automatic	Generated	Check
	019579	12/02/16	IPC01 (IPC (USA) INC)		14,078.93	.00	14,078.93	Automatic	Generated	Check
	019580	12/02/16	JTH01 (J. THAYER COMPANY)		90.05	.00	90.05	Automatic	Generated	Check
	019581	12/02/16	MET01 (METROPOLITAN TRANSPORT-)		15,675.17	.00	15,675.17	Automatic	Generated	Check
	019582	12/02/16	OFF01 (OFFICE DEPOT)		63.63	.00	63.63	Automatic	Generated	Check
	019583	12/02/16	PAC11 (PACIFIC ENVIROMENTAL SERV)		240.00	.00	240.00	Automatic	Generated	Check
	019584	12/02/16	PAV01 (PAVLOV ADVERTISING LLC)		5,893.75	.00	5,893.75	Automatic	Generated	Check
	019585	12/02/16	SCF01 (SC FUELS)		13,778.53	.00	13,778.53	Automatic	Generated	Check
	019586	12/02/16	SHA01 (SHARON CRASE)		82.13	.00	82.13	Automatic	Generated	Check
	019587	12/02/16	TCG01 (THE CREATIVE GROUP)		9,055.53	.00	9,055.53	Automatic	Generated	Check
	019588	12/02/16	TX133 (SAROJA IYER)		59.50	.00	59.50	Automatic	Generated	Check
	019589	12/02/16	TX169 (SARAH SARGAZI)		27.20	.00	27.20	Automatic	Generated	Check
	019590	12/02/16	TX170 (CHARLES CHEN)		13.60	.00	13.60	Automatic	Generated	Check
	019591	12/02/16	WEL03 (WELLS SWEEPING)		377.00	.00	377.00	Automatic	Generated	Check
	019592	12/16/16	A&M01 (LEO LAM INC)		683.28	.00	683.28	Automatic	Generated	Check
	019593	12/16/16	AIM01 (AIM TO PLEASE JANITORIAL SER		2,764.50	.00	2,764.50	Automatic	Generated	Check
	019594	12/16/16	ATT03 (AT&T )		895.85	.00	895.85	Automatic	Generated	Check
	019595	12/16/16	AVI01 (AMADOR VALLEY INDUSTRIES)		341.71	.00	341.71	Automatic	Generated	Check
	019596	12/16/16	BAY03 (BAY AREA NEWS GROUP)		567.00	.00	567.00	Automatic	Generated	Check
	019597	12/16/16	CAL01 (CALIFORNIA TRANSIT ASSOC)		8,976.00	.00	8,976.00	Automatic	Generated	Check
	019598	12/16/16	CAL13 (CALIFORNIA TRANSIT)		7,986.11	.00	7,986.11	Automatic	Generated	Check
	019599	12/16/16	DAY02 (DAY & NIGHT PEST CONTROL)		218.00	.00	218.00	Automatic	Generated	Check
	019600	12/16/16	EJW01 (E.J. WARD INC)		5,400.00	.00	5,400.00	Automatic	Generated	Check
	019601	12/16/16	EME01 (EMERALD LANDSCAPE CO INC)		1,155.00	.00	1,155.00	Automatic	Generated	Check
	019602	12/16/16	GFO01 (GOVERNMENT FINANCE)		160.00	.00	160.00	Automatic	Generated	Check
	019603	12/16/16	LIV10 (LIVERMORE SANITATION INC)		2,317.45	.00	2,317.45	Automatic	Generated	Check
	019604	12/16/16	MAZ01 (MAZE & ASSOCIATES)		4,734.00	.00	4,734.00	Automatic	Generated	Check
	019605	12/16/16	NOR02 (NOR-CAL FIRE EQUIPMENT)		350.00	.00	350.00	Automatic	Generated	Check
	019606	12/16/16	OFF01 (OFFICE DEPOT)		146.57	.00	146.57	Automatic	Generated	Check
	019607	12/16/16	PAC11 (PACIFIC ENVIROMENTAL SERV)		240.00	.00	240.00	Automatic	Generated	Check
	019608	12/16/16	PRE03 (PREMIER SECURITY SOLNS CO)		18,432.00	.00	18,432.00	Automatic	Generated	Check
	019609	12/16/16	QUI01 (QUILL CORPORATION)		230.19	.00	230.19	Automatic	Generated	Check
	019610	12/16/16	SOL01 (SOLUTIONS FOR TRANSIT)		2,083.33	.00	2,083.33	Automatic	Generated	Check
	019611	12/16/16	TCG01 (THE CREATIVE GROUP)		12,667.81	.00	12,667.81	Automatic	Generated	Check
	019612	12/16/16	TEL01 (TELEPACIFIC COMMUNICATIONS)		1,872.96	.00	1,872.96	Automatic	Generated	Check
	019613	12/16/16	TRA10 (TRANSIT INFORMATION PROD.)		12,335.36	.00	12,335.36	Automatic	Generated	Check
	019614	12/16/16	TX128 (KATHY HANDEL)		13.81	.00	13.81	Automatic	Generated	Check
	019615	12/16/16	TX162 (SANDRA LANGLOTZ)		181.48	.00	181.48	Automatic	Generated	Check
	019616	12/16/16	TX169 (SARAH SARGAZI)		19.55	.00	19.55	Automatic	Generated	Check
	019617	12/16/16	TX171 (MICHAEL BROSIUS)		55.25	.00	55.25	Automatic	Generated	Check
	019618	12/16/16	TX172 (SUDHA KULKARNI)		12.54	.00	12.54	Automatic	Generated	Check
	019619	12/30/16	AME03 (AMERICAN PUB TRANSP ASSN)		342.00	.00	342.00	Automatic	Generated	Check
	019620	12/30/16	ATT03 (AT&T )		895.43	.00	895.43	Automatic	Generated	Check
	019621	12/30/16	CIT01 (CITY OF LIVERMORE)		295.00	.00	295.00	Automatic	Generated	Check
	019622	12/30/16	CIT06 (CITY OF LIVERMORE SEWER)		178.82	.00	178.82	Automatic	Generated	Check
	019623	12/30/16	COR01 (CORBIN WILLITS SYSTEMS)		239.45	.00	239.45	Automatic	Generated	Check
	019624	12/30/16	DIR01 (DIRECT TV)		14.00	.00	14.00	Automatic	Generated	Check
	019625	12/30/16	FED01 (FedEx )		22.59	.00	22.59	Automatic	Generated	Check
	019626	12/30/16	GLO01 (GLOBE TICKET AND LABEL)		1,525.58	.00	1,525.58	Automatic	Generated	Check
	019627	12/30/16	HAN01 (HANSON BRIDGETT MARCUS)		10,088.00	.00	10,088.00	Automatic	Generated	Check
	019628	12/30/16	INV01 (SHAWN SUACIER)		3,500.00	.00	3,500.00	Automatic	Generated	Check
	019629	12/30/16	JNI01 (JACK NADEL INTERNATIONAL)		3,295.00	.00	3,295.00	Automatic	Generated	Check
	019630	12/30/16	PAV01 (PAVLOV ADVERTISING LLC)		5,294.12	.00	5,294.12	Automatic	Generated	Check
	019631	12/30/16	QUI01 (QUILL CORPORATION)		106.38	.00	106.38	Automatic	Generated	Check
	019632	12/30/16	SCF01 (SC FUELS)		14,367.48	.00	14,367.48	Automatic	Generated	Check
	019633	12/30/16	TAX60 (ANNA FONG)		38.25	.00	38.25	Automatic	Generated	Check
	019634	12/30/16	TCG01 (THE CREATIVE GROUP)		8,665.57	.00	8,665.57	Automatic	Generated	Check
	019635	12/30/16	TX115 (LARRY MENDEZ)		95.41	.00	95.41	Automatic	Generated	Check
	019636	12/30/16	TX133 (SAROJA IYER)		187.48	.00	187.48	Automatic	Generated	Check
	019637	12/30/16	TX173 (ADELE WRIGHT)		137.35	.00	137.35	Automatic	Generated	Check
Total for Bank Account 105 ----->					1,342,253.41	.00	1,342,253.41			
Grand Total of all Bank Accounts ----->					1,342,253.41	.00	1,342,253.41			



LAVTA  
 Month End Payable Activity Report  
 Prior Period Report for 12-16

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
12-16	A&M01 (LEO LAM INC)	131076	10/21/16	11/20/16	A	225.63	A&M01, 131076, PO #5952 SYSTEM MAP REPRINTS
		132195	11/28/16	12/28/16	A	431.44	A&M01, 132195, PO #5971 RTE 14 TIMETABLES RE
		132196	11/28/16	12/28/16	A	251.84	A&M01, 132196, PO #5971 RTES 580X & 20X TIME
		Vendor's Total ----->				908.91	
12-16	AIM01 (AIM TO PLEASE JANITORIAL SE	73805	10/01/16	10/31/16	A	770.00	AIM01, 73805, PO #5962 BUS SHELTER ASSIST-HO
	14-OCT-16		11/16/16	12/16/16	A	2000.00	AIM01, OCT-16 MONTHLY JANITORIAL SERVICE
	15-NOV-16		11/30/16	12/30/16	A	2764.50	AIM01, NOV-16 MONTHLY JANITORIAL SERVICE
		Vendor's Total ----->				5534.50	
12-16	AME03 (AMERICAN PUB TRANSP ASSN)	089443	11/30/16	12/30/16	A	150.00	AME03, 089443, PO #5981 MARKETING MGR POSITI
		089445	11/30/16	12/30/16	A	192.00	AME03, 089445, PO #5980 SNR GRANTS & PROJ MG
		Vendor's Total ----->				342.00	
12-16	AME06 (AMERICAN FIDELITY ASSURANCE FSA12-16H		10/27/16	11/26/16	A	939.14	AME06, DEC-16 FLEXIBLE SPENDING ACCT
	SUPP12-16H		11/08/16	12/08/16	A	152.64	AME06, DEC-16 SUPPLEMENTAL INSURANCE
		Vendor's Total ----->				1091.78	
12-16	ANT01 (ANTAI SOLUTIONS, LLC)	1704	10/09/16	11/08/16	A	7500.00	ANT01, 1704, PO #5788 ISP UPGRADE
12-16	ATT03 (AT&T )	226554306	11/19/16	12/19/16	A	895.85	ATT03, 3226554306, NOV-16 INTERNET PRI
		844855300	12/19/16	01/18/17	A	895.43	ATT03, ACCT #171-795-7615 INTERNET PRI DEC-1
		Vendor's Total ----->				1791.28	
12-16	AVI01 (AMADOR VALLEY INDUSTRIES)	590889	11/30/16	12/30/16	A	341.71	AVI01, 590889, NOV-16 GARBAGE PICK UP SERVIC
12-16	BAN03 (BANKCARD CENTER)	OCT-2016H	10/28/16	11/27/16	A	4529.90	BAN03, OCT-16 CC STATEMENT
12-16	BAR02 (SF BAY AREA RAPID TRA DIS)	20161201	12/01/16	12/31/16	A	3118.50	BAR02, 200 GREEN & 150 RED TICKETS
12-16	BAY03 (BAY AREA NEWS GROUP)	1016546	11/30/16	12/30/16	A	567.00	BAY03, 1016546, PO #5935 RUTAN BAY LIFT MAIN
12-16	BID01 (DON BIDDLE)	NOV-16H	12/01/16	12/31/16	A	200.00	BID01, NOV-16 BOD STIPEND
	DEC-2016H		12/31/16	01/30/17	A	100.00	BID01, DEC-16 BOD STIPEND
		Vendor's Total ----->				300.00	
12-16	BRO03 (KARLA SUE BROWN)	NOV-16H	12/01/16	12/31/16	A	200.00	BRO03, NOV-16 BOD STIPEND
	DEC-2016H		12/31/16	01/30/17	A	100.00	BRO03, DEC-16 BOD STIPEND
		Vendor's Total ----->				300.00	
12-16	CAL01 (CALIFORNIA TRANSIT ASSOC)	2017-DUES	10/07/16	11/06/16	A	8976.00	CAL01, 2017 MEMBERSHIP DUES
12-16	CAL04 (CALIFORNIA WATER SERVICE)	198111716H	11/17/16	12/17/16	A	450.27	CAL04, 0198655555, BUS WASH 10/19-11/16/16
		257113016H	11/30/16	12/30/16	A	64.11	CAL04, 2575555555, TC FIRE 12/1-12/31/16
		361120116H	12/01/16	12/31/16	A	39.40	CAL04, 3616555555, TC WATER 10/29-11/30/16
		461120116H	12/01/16	12/31/16	A	199.37	CAL04, 4616555555, TC IRRG. 10/29-11/30/16
		475113016H	11/30/16	12/30/16	A	85.48	CAL04, 4755555555, MOA FIRE 12/1-12/31/16
		575113016H	11/30/16	12/30/16	A	85.48	CAL04, 5755555555, CONTRACTOR FIRE 12/1-12/3
		909111716H	11/17/16	12/17/16	A	421.68	CAL04, 9098655555, MOA WATER 10/19-11/16/16
		Vendor's Total ----->				1345.79	
12-16	CAL13 (CALIFORNIA TRANSIT)	31-OCT-16	11/15/16	12/15/16	A	3223.06	CAL13, 31-OCT-2016, INSURANCE CLAIMS
	312016NOV		11/30/16	12/30/16	A	7986.11	CAL13, 31-2016-NOV, INSURANCE CLAIMS
		Vendor's Total ----->				11209.17	
12-16	CAL15 (CALTRONICS BUSINESS SYS)	2160008H	12/08/16	01/07/17	A	434.33	CAL15, 2160008, BIZHUB THRU 12/7/16
12-16	CAM01 (CAMBRIA CORPORATION)	45362	07/19/16	08/18/16	A	2546.00	CAM01, 45362, 2016 PARATAXI ACCESS DATABASE
12-16	CIT01 (CITY OF LIVERMORE)	L ST BANN	12/29/16	01/28/17	A	295.00	CIT01, LIVERMORE AVE. 580X BANNER- 1/23-2/6/
12-16	CIT06 (CITY OF LIVERMORE SEWER)	BW111516	11/15/16	12/15/16	A	48.27	CIT06, 138143-00, BUS WASH 10/18-11/15/16
		BW122016	12/20/16	01/19/17	A	48.27	CIT06, 138143-00, BUS WASH 11/15-12/20/16

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
12-16	CIT06 (CITY OF LIVERMORE SEWER)	TC121316	12/13/16	01/12/17	A	43.88	CIT06, 133389-00, TRANSIT CENTER 11/8-12/13/
		MOA111516	11/15/16	12/15/16	A	93.09	CIT06, 133294-00, MOA SEWER 10/18-11/15/16
		MOA122016	12/20/16	01/19/17	A	86.67	CIT06, 133294-00, MOA SEWER 11/15-12/20/16
		Vendor's Total ----->				320.18	
12-16	COR01 (CORBIN WILLITS SYSTEMS)	B611151	11/15/16	12/15/16	A	239.45	COR01, B611151, NOV-16 SERVICE
		B612151	12/15/16	01/14/17	A	239.45	COR01, B612151, DEC-16 SERVICE
		Vendor's Total ----->				478.90	
12-16	DAY02 (DAY & NIGHT PEST CONTROL)	119546	12/01/16	12/31/16	A	218.00	DAY02, 119546, 11/23/16 RUTAN SERVICE
12-16	DIR01 (DIRECT TV)	170726648	12/11/16	01/10/17	A	14.00	DIR01, 30170726648, DEC-16 SERVICE
12-16	DIR02 (DIRECT DEPOSIT OF PAYROLL C	20161202H	12/07/16	01/06/17	A	32644.56	DIR02, PR DIRECT DEPOSIT 11/18-12/2/16
		20161216H	12/23/16	01/22/17	A	33465.70	DIR02, PR DIRECT DEPOSIT 12/2-12/16/16
		Vendor's Total ----->				66110.26	
12-16	DOT02 (DOTTO GLASS INC)	PO#5968DPH	12/01/16	12/31/16	A	18132.50	DOT02, 50% DOWN PAYMENT-RAPID SHELTER PANELS
12-16	EBR01 (EBRCSA)	201700043	10/26/16	11/25/16	A	36300.00	EBR01, 201700043, PO #5956-FY16 RADIO MAINT
12-16	EFT01 (ELECTRONIC FUND TRAFERS)	20161202H	12/07/16	01/06/17	A	7389.15	EFT01, FEDERAL TAXES 11/18-12/2/16
		20161216H	12/23/16	01/22/17	A	7727.15	EFT01, FEDERAL TAXES 12/2-12/16/16
		20161202FH	12/06/16	01/05/17	A	1074.41	EFT01, FEDERAL TAXES-ANGELA SWANSON FINAL PA
		Vendor's Total ----->				16190.71	
12-16	EJW01 (E.J. WARD INC)	0057821IN	09/23/16	10/23/16	A	5400.00	EJW01, 0057821-IN, PO #5854 BUS REPLACEMENT
		0058251IN	11/07/16	12/07/16	A	3600.00	EJW01, 0058251-IN, PO #5854 2016 BUS REPLACE
		Vendor's Total ----->				9000.00	
12-16	EME01 (EMERALD LANDSCAPE CO INC)	290670	12/01/16	12/31/16	A	1155.00	EME01, 290670, DEC-16 LANDSCAPING SERVICE
12-16	EMP01 (EMPLOYMENT DEVEL DEPT)	20161202H	12/07/16	01/06/17	A	2091.10	EMP01, STATE TAXES 11/18-12/2/16
		20161216H	12/23/16	01/22/17	A	2185.45	EMP01, STATE TAXES 12/2-12/16/16
		20161202FH	12/06/16	01/05/17	A	285.04	EMP01, STATE TAXES-ANGELA SWANSON FINAL PAY
		Vendor's Total ----->				4561.59	
12-16	FAS01 (FASTSIGNS)	DUB-89915	11/07/16	12/07/16	A	878.74	FAS01, DUB-89915, PO #5898 TRI VALLEY RAPID
12-16	FED01 (FedEx )	564442943	12/16/16	01/15/17	A	22.59	FED01, 564442943, DEC-16 STATEMENT
12-16	GFO01 (GOVERNMENT FINANCE)	144933-17	11/29/16	12/29/16	A	160.00	GFO01, 0144933, 2017 MEMBERSHIP FEE T. EDWAR
12-16	GIL01 (GILLIG LLC)	60494	07/31/16	08/30/16	A	10932.48	GIL01,60494,PO #5778 2016 BUS REPLACE-SEAT I
12-16	GLO01 (GLOBE TICKET AND LABEL)	307266G	12/22/16	01/21/17	A	1525.58	GLO01, 307266G, PO #5972 10K FAREBUSTER TICK
12-16	HAB01 (HABIB BALIAN)	11-2-16	12/01/16	12/31/16	A	631.97	HAB01, 11/2/16 INTERVIEW EXPENSE REIMBURSE
12-16	HAG01 (SCOTT HAGGERTY)	NOV-16H	12/01/16	12/31/16	A	200.00	HAG01, NOV-16 BOD STIPEND
12-16	HAN01 (HANSON BRIDGETT MARCUS)	1177141	10/31/16	11/30/16	A	4284.00	HAN01, 1177141, SEPT-16 ADMIN LEGAL FEES
		1178992	11/30/16	12/30/16	A	4735.50	HAN01, 1178992, OCT-16 CONTRACT LEGAL FEES
		1178993	11/30/16	12/30/16	A	5352.50	HAN01, 1178993, OCT-16 ADMIN LEGAL FEES
		Vendor's Total ----->				14372.00	
12-16	HAU01 (DAVID HAUBERT)	NOV-16H	12/01/16	12/31/16	A	100.00	HAU01, NOV-16 BOD STIPEND
12-16	INT05 (INTERSTATE OIL COMPANY)	D57865AINH	11/30/16	12/30/16	A	14035.26	INT05, D57865A-IN, 11/30/16 FUEL DELIVERY
12-16	INV01 (SHAWN SUACIER)	16LAVTA2	12/22/16	01/21/17	A	3500.00	INV01, 2016-LAVTA-2,PO #5937 CONSULTING OCT-

LAVTA  
 Month End Payable Activity Report  
 Prior Period Report for 12-16

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
12-16	IPC01 (IPC (USA) INC)	160642775	11/23/16	12/23/16	A	14078.93	IPC01, 160642775, 11/23/16 FUEL DELIVERY
12-16	JNI01 (JACK NADEL INTERNATIONAL)	TY-219	10/28/16	11/27/16	A	3295.00	JNI01, TY-219, PO #5907 LPC OUTREACH ITEMS
12-16	JTH01 (J. THAYER COMPANY)	1095814-0	11/16/16	12/16/16	A	90.05	JTH01, 1095814-0, 11/16/16 PRINTING PAPER
12-16	LIV10 (LIVERMORE SANITATION INC)	813876	11/30/16	12/30/16	A	2317.45	LIV10, 813876, NOV-16 GARBAGE SERVICE RUTAN
12-16	MAS01 (ANTHONY D. MASSA)	NOV-16H	11/19/16	12/19/16	A	23.44	MAS01, NOV-16 MILEAGE REIMBURSE (11/19/16)
12-16	MAZ01 (MAZE & ASSOCIATES)	21791	12/06/16	01/05/17	A	4734.00	MAZ01, 21791, FY2016 AUDIT FINAL PAY
12-16	MER01 (MERCHANT SERVICES)	TC113016H	12/01/16	12/31/16	A	126.95	MER01, NOV-16 TC CC FEES
		MOA113016H	12/01/16	12/31/16	A	197.00	MER01, NOV-16 MOA CC FEES
		Vendor's Total ----->				323.95	
12-16	MET01 (METROPOLITAN TRANSPORT-)	AR012021	04/15/16	05/15/16	A	3986.23	MET01, AR012021, FEB-16 CLIPPER FEES
		AR012096	05/10/16	06/09/16	A	4576.37	MET01, AR012096, MAR-16 CLIPPER FEES
		AR012430	06/30/16	07/30/16	A	95.69	MET01, AR012430, CLIPPER BANK FEES 01/16-06/
		AR012835	11/07/16	12/07/16	A	7016.88	MET01, AR012835, SEPT-16 CLIPPER FEES
		Vendor's Total ----->				15675.17	
12-16	MTM01 (MEDICAL TRANSPORTATION MANA	OCT-2016H	11/10/16	12/10/16	A	126015.38	MTM01, OCT-16 MONTHLY SERVICE
		MTM112075H	11/22/16	12/22/16	A	2786.00	MTM01, MTM-112075 11/16-11/22/16
		MTM112076H	11/29/16	12/29/16	A	2191.00	MTM01, MTM-112076 11/23-11/29/16
		MTM112077H	12/15/16	01/14/17	A	5260.50	MTM01, MTM-112077, 12/7-12/13/16
		MTM112078H	12/27/16	01/26/17	A	4154.50	MTM01, MTM-112078, 12/14-12/27/16
		Vendor's Total ----->				140407.38	
12-16	MUT01 (MUTUAL OF OMAHA)	DEC-2016H	11/11/16	12/11/16	A	1022.89	MUT01, DEC-16 LIFE & LTD INSURANCE
12-16	MVT01 (MV TRANSPORTATION, INC.)	71960H	11/10/16	12/10/16	A	60600.18	MVT01, 71960, OCT-16 FIXED ROUTE SERVICE
		72367H	12/02/16	01/01/17	A	337810.88	MVT01, 72367, DEC-16 1ST INSTALL PAYMENT
		72369H	12/02/16	01/01/17	A	337810.88	MVT01, 72369, DEC-16 2ND INSTALL PAYMENT
		Vendor's Total ----->				736221.94	
12-16	NEL01 (NELSON\NYGAARD CONSULTING A	68701H	12/17/16	01/16/17	A	3150.00	NEL01, 68701, NOV-16 PROFESSIONAL SERVICES
12-16	NOR02 (NOR-CAL FIRE EQUIPMENT)	8943	11/28/16	12/28/16	A	350.00	NOR02, 8943, PO #5955 ANNUAL FIRE EXTINGUISH
12-16	OFF01 (OFFICE DEPOT)	422313001	11/17/16	12/17/16	A	36.64	OFF01, 880422313001, 11/17/16 OFFICE SUPPLIE
		422458001	11/21/16	12/21/16	A	26.99	OFF01, 880422458001, 11/21/16 OFFICE SUPPLIE
		805414001	12/01/16	12/31/16	A	126.88	OFF01, 883805414001, 12/1/16 OFFICE SUPPLIES
		805414002	12/07/16	01/06/17	A	19.69	OFF01, 883805414002, 12/7/16 OFFICE SUPPLIES
		Vendor's Total ----->				210.20	
12-16	PAC01 (AT&T )	ATT110716H	11/07/16	12/07/16	A	33.06	PAC01,ACCT #232-351-6260,CONTRACTOR FIRE 11/
		ATT111116H	11/11/16	12/11/16	A	351.73	PAC01,ACCT #436-951-0106,ATLANTIS T1 11/11-1
		ATT111316H	11/13/16	12/13/16	A	145.07	PAC01,ACCT #925-243-9029,ATLANTIS ALRM 11/13
		Vendor's Total ----->				529.86	
12-16	PAC02 (PACIFIC GAS AND ELECTRIC)	580120116H	12/01/16	12/31/16	A	5580.10	PAC02, 5809326332-3, MOA ELECTRIC 10/31-11/3
		606113016H	11/30/16	12/30/16	A	1720.61	PAC02, 6062256368-6, ATLANTIS 10/28-11/29/16
		726111916H	11/19/16	12/19/16	A	581.50	PAC02, 7264840356-5, RAPID STOPS 10/20-11/18
		764121216H	12/12/16	01/11/17	A	105.30	PAC02, 7649646868-7, DOOLAN TWR 11/10-12/11/
		900111316H	11/13/16	12/13/16	A	594.77	PAC02, 9007202117-4, MOA GAS 10/13-11/10/16
		980111416H	11/14/16	12/14/16	A	713.48	PAC02, 9800031052-8, TRANSIT CENTER 10/13-11
		Vendor's Total ----->				9295.76	
12-16	PAC11 (PACIFIC ENVIROMENTAL SERV)	2006233	10/23/16	11/22/16	A	120.00	PAC11, 2006233, OCT-16 RUTAN MONTHLY SERVICE
		2006234	10/23/16	11/22/16	A	120.00	PAC11, 2006234, OCT-16 ATLANTIS MONTHLY SERV
		2006256	12/05/16	01/04/17	A	120.00	PAC11, 2006256, NOV-16 RUTAN MONTHLY SERVICE
		2006257	12/05/16	01/04/17	A	120.00	PAC11, 2006257, NOV-16 ATLANTIS MONTHLY SERV
		Vendor's Total ----->				480.00	

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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
12-16	PAV01 (PAVLOV ADVERTISING LLC)	1942	10/25/16	11/24/16	A	1761.25	PAV01, 1942, PO #5745 SERVICE CHANGE WEBSLID
		2084	11/14/16	12/14/16	A	3516.25	PAV01, 2084, PO #5726 580X CAMPAIGN DEVELOPM
		2085	11/14/16	12/14/16	A	616.25	PAV01, 2085, PO #5913 580X OVERPASS BANNER
		2174	12/01/16	12/31/16	A	5000.00	PAV01, 2174, PO #5914 REBRANDING LOGO CONCEP
		32534	06/30/16	07/30/16	A	294.12	PAV01, 32534, PO #5713 RISIZE & TRANSLATE WE
		Vendor's Total ----->				11187.87	
12-16	PEN01 (JERRY PENTIN)	NOV-16H	12/01/16	12/31/16	A	100.00	PEN01, NOV-16 BOD STIPEND
12-16	PER01 (PERS )	20161202CH	12/07/16	01/06/17	A	3625.35	PER01, PERS CLASSIC CONTRIBUTION 11/18-12/2/
		20161202NH	12/07/16	01/06/17	A	2225.89	PER01, PERS NEW CONTRIBUTION 11/18-12/2/16
		20161216CH	12/23/16	01/22/17	A	3624.62	PER01, PERS CLASSIC CONTRIBUTION 12/2-12/16/
		20161216NH	12/23/16	01/22/17	A	1819.14	PER01, PERS NEW CONTRIBUTION 12/2-12/16/16
		Vendor's Total ----->				11295.00	
12-16	PER03 (CAL PUB EMP RETIRE SYSTM)	DEC-2016H	11/14/16	12/14/16	A	33725.34	PER03, DEC-16 PERS HEALTH INSURANCE
12-16	PER04 (CALPERS RETIREMENT SYSTEM)	20161202H	12/07/16	01/06/17	A	916.01	PER04, PERS 457 CONTRIBUTION 11/18-12/2/16
		20161216H	12/23/16	01/22/17	A	716.63	PER04, PERS 457 CONTRIBUTION 12/2-12/16/16
		Vendor's Total ----->				1632.64	
12-16	PRE03 (PREMIER SECURITY SOLNS CO)	1701-37	11/23/16	12/23/16	A	18432.00	PRE03, 1701-37, PO #5977 2017 ALARM MONITORI
12-16	QUI01 (QUILL CORPORATION)	2157432	11/28/16	12/28/16	A	230.19	QUI01, 2157432, 11/28/16 OFFICE SUPPLIES
		2513906	12/08/16	01/07/17	A	106.38	QUI01, 2513906, 12/8/16 OFFICE SUPPLIES
		Vendor's Total ----->				336.57	
12-16	SCF01 (SC FUELS)	3198852	11/16/16	12/16/16	A	13778.53	SCF01, 3198852, 11/16/16 FUEL DELIVERY
		3214484	12/08/16	01/07/17	A	14367.48	SCF01, 3214484, FUEL DELIVERY 12/8/16
		Vendor's Total ----->				28146.01	
12-16	SHA01 (SHARON CRASE)	DOL101316	12/01/16	12/31/16	A	82.13	SHA01, CLAIM REIMBURSE-DOL 10/13/16
12-16	SOL01 (SOLUTIONS FOR TRANSIT)	16-1205LA	12/05/16	01/04/17	A	2083.33	SOL01, 16-1205LAVTA, NOV-16 CLIPPER ANALYSIS
12-16	SPE04 (STEVEN G. SPEDOWFSKI)	NOV-16H	12/01/16	12/31/16	A	300.00	SPE04, NOV-16 BOD STIPEND
		DEC-2016H	12/31/16	01/30/17	A	100.00	SPE04, DEC-16 BOD STIPEND
		Vendor's Total ----->				400.00	
12-16	STA01 (STATE COMPENSATION FUND)	JAN-2017H	12/21/16	01/20/17	A	1720.50	STA01, JAN-17 WORKER'S COMP PREMIUM
12-16	STA13 (STAPLES CREDIT PLAN)	DEC-2016H	12/09/16	01/08/17	A	501.41	STA13, DEC-16 CC STATEMENT
12-16	TAX07 (ASMA SYEDA)	12-05-16H	12/14/16	01/13/17	A	11.89	TAX07, PARATAXI REIMBURSE 12/5/16
		12-11-16H	12/29/16	01/28/17	A	21.89	TAX07, PARATAXI REIMBURSE 12/11/16
		11-9-2016H	12/01/16	12/31/16	A	9.78	TAX07, PARATAXI REIMBURSE 11/9/16
		Vendor's Total ----->				43.56	
12-16	TAX14 (KAREN ADAMS)	12-10-16H	12/29/16	01/28/17	A	13.18	TAX14, PARATAXI REIMBURSE 12/10/16
		1029-1128H	12/14/16	01/13/17	A	38.46	TAX14, PARATAXI REIMBURSE 10/29-11/28/16
		Vendor's Total ----->				51.64	
12-16	TAX32 (SUE TSANG)	1004-1030H	12/01/16	12/31/16	A	200.00	TAX32, PARATAXI REIMBURSE 10/4-10/30/16
12-16	TAX60 (ANNA FONG)	1115-1123	12/29/16	01/28/17	A	38.25	TAX60, PARATAXI REIMBURSE 11/15-11/23/16
12-16	TAX67 (CHRISTEL RAGER)	1115-1130H	12/14/16	01/13/17	A	156.85	TAX67, PARATAXI REIMBURSE 11/15-11/30/16
12-16	TAX72 (JUSTIN HART)	1102-1130H	12/14/16	01/13/17	A	187.21	TAX72, PARATAXI REIMBURSE 11/2-11/30/16
12-16	TAX76 (MARY ANN HANDZUS)	0906-1026H	12/14/16	01/13/17	A	253.75	TAX76, PARATAXI REIMBURSE 9/6-10/26/16

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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
12-16	TAX91 (VIVIAN MARIE MILLER)	1102-1121H	12/01/16	12/31/16	A	116.88	TAX91, PARATAXI REIMBURSE 11/2-11/21/16
		1117-1206H	12/29/16	01/28/17	A	144.71	TAX91, PARATAXI REIMBURSE 11/17-12/6/16
		Vendor's Total ----->				261.59	
12-16	TAX99 (SAEED TIRMIZI)	1116-1123H	12/14/16	01/13/17	A	122.45	TAX99, PARATAXI REIMBURSE 11/16-11/23/16
12-16	TCG01 (THE CREATIVE GROUP)	46999206	11/01/16	12/01/16	A	1444.75	TCG01, 46999206, PO #5847 TEMP SPEC W/E 10/2
		47050168	11/08/16	12/08/16	A	1444.75	TCG01, 47050168, PO #5847 TEMP SPEC W/E 11/4
		47081344	11/14/16	12/14/16	A	3738.91	TCG01, 47081344, PO #5750 TEMP MGR W/E 11/11
		47100854	11/15/16	12/15/16	A	1386.96	TCG01, 47100854, PO #5847 TEMP SPEC W/E 11/1
		47122708	11/17/16	12/17/16	A	1040.16	TCG01, 47122708, PO #5754 TEMP DEV W/E 11/11
		47132411	11/21/16	12/21/16	A	3792.00	TCG01, 47132411, PO #5750 TEMP MGR W/E 11/18
		47170025	11/23/16	12/23/16	A	1444.75	TCG01, 47170025, PO #5847 TEMP SPEC W/E 11/1
		47170107	11/23/16	12/23/16	A	563.42	TCG01, 47170107, PO #5754 TEMP DEV W/E 11/18
		47200344	11/29/16	12/29/16	A	1161.30	TCG01, 47200344, PO #5750 TEMP MGR W/E 11/25
		47200775	11/29/16	12/29/16	A	1393.89	TCG01, 47200775, PO #5847 TEMP SPEC W/E 11/2
		47250848	12/06/16	01/05/17	A	2867.70	TCG01, 47250848, PO #5750 TEMP MGR W/E 12/2/
		47250929	12/06/16	01/05/17	A	1444.75	TCG01, 47250929, PO #5847 TEMP SPEC W/E 12/2/
		47301230	12/13/16	01/12/17	A	866.85	TCG01, 47301230, PO #5847 TEMP SPEC W/E 12/9
		47322951	12/15/16	01/14/17	A	4006.72	TCG01, 47322951, PO #5750 TEMP MGR W/E 12/9/
		47352201	12/20/16	01/19/17	A	3792.00	TCG01, 47352201, PO #5750 TEMP MGR W/E 12/16
		Vendor's Total ----->				30388.91	
12-16	TEL01 (TELEPACIFIC COMMUNICATIONS)	848644550	11/30/16	12/30/16	A	1872.96	TEL01, 84864455-0, ACCT #154589 12/1-12/30/1
12-16	TRA10 (TRANSIT INFORMATION PROD.)	12907	12/01/16	12/31/16	A	12335.36	TRA10, 12907, PO #5912 SCHEDULE RACK UPDATES
12-16	TUR01 (LAUREEN TURNER)	NOV-16H	12/01/16	12/31/16	A	100.00	TUR01, NOV-16 BOD STIPEND
12-16	TX113 (RODGER RAGER)	1101-1120H	12/14/16	01/13/17	A	191.70	TX113, PARATAXI REIMBURSE 11/1-11/20/16
12-16	TX115 (LARRY MENDEZ)	1005-1204	12/29/16	01/28/17	A	95.41	TX115, PARATAXI REIMBURSE 10/5-12/4/16
12-16	TX123 (OLGA PRINZ)	1004-1029H	12/01/16	12/31/16	A	163.84	TX123, PARATAXI REIMBURSE 10/4-10/29/16
		1102-1126H	12/01/16	12/31/16	A	87.76	TX123, PARATAXI REIMBURSE 11/2-11/26/16
		Vendor's Total ----->				251.60	
12-16	TX128 (KATHY HANDEL)	10-10-16	12/14/16	01/13/17	A	13.81	TX128, PARATAXI REIMBURSE 10/10/16
12-16	TX133 (SAROJA IYER)	1017-1111	12/01/16	12/31/16	A	59.50	TX133, PARATAXI REIMBURSE 10/17-11/11/16
		1116-1220	12/29/16	01/28/17	A	187.48	TX133, PARATAXI REIMBURSE 11/16-12/20/16
		Vendor's Total ----->				246.98	
12-16	TX137 (HIMATLAL R MEHTA)	1117-1123H	12/29/16	01/28/17	A	71.88	TX137, PARATAXI REIMBURSE 11/17-11/23/16
		1205-1218H	12/29/16	01/28/17	A	43.16	TX137, PARATAXI REIMBURSE 12/5-12/18/16
		Vendor's Total ----->				115.04	
12-16	TX143 (KIM BRETOI)	1004-1029H	12/01/16	12/31/16	A	54.40	TX143, PARATAXI REIMBURSE 10/4-10/29/16
12-16	TX161 (JYOTSNA MEHTA)	12-12-16H	12/29/16	01/28/17	A	25.50	TX161, PARATAXI REIMBURSE 12/12/16
		1106-1114H	12/14/16	01/13/17	A	65.88	TX161, PARATAXI REIMBURSE 11/6-11/14/16
		Vendor's Total ----->				91.38	
12-16	TX162 (SANDRA LANGLOTZ)	1030-1123	12/14/16	01/13/17	A	181.48	TX162, PARATAXI REIMBURSE 10/30-11/23/16
12-16	TX169 (SARAH SARGAZI)	11-23-16	12/14/16	01/13/17	A	19.55	TX169, PARATAXI REIMBURSE 11/23/16
		0313-0930	12/01/16	12/31/16	A	27.20	TX169, PARATAXI REIMBURSE 3/13-9/30/16
		Vendor's Total ----->				46.75	
12-16	TX170 (CHARLES CHEN)	9-6-2016	12/01/16	12/31/16	A	13.60	TX170, PARATAXI REIMBURSE 9/6/16
12-16	TX171 (MICHAEL BROSIUS)	1116-1130	12/14/16	01/13/17	A	55.25	TX171, PARATAXI REIMBURSE 11/16-11/30/16
12-16	TX172 (SUDHA KULKARNI)	10-21-16	12/14/16	01/13/17	A	12.54	TX172, PARATAXI REIMBURSE 10/21/16

REPORT.: Jan 18 17 Wednesday  
 RUN....: Jan 18 17 Time: 09:04  
 Run By.: Daniel Zepeda

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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
12-16	TX173 (ADELE WRIGHT)	1103-1123	12/29/16	01/28/17	A	137.35	TX173, PARATAXI REIMBURSE 11/3-11/23/16
12-16	USB01 (U S BANK)	OCT-2016H	11/05/16	12/05/16	A	25.00	USB01, OCT-16 CC STATEMENT
		SEPT-2016H	10/06/16	11/05/16	A	476.88	USB01, SEPT-16 CC STATEMENT
		Vendor's Total ----->				501.88	
12-16	VER01 (VERIZON WIRELESS)	775814033H	11/22/16	12/22/16	A	1295.68	VER01, 9775814033, 10/23-11/22/16 WIFI & CEL
12-16	VSP01 (VSP )	DEC-2016H	11/25/16	12/25/16	A	515.91	VSP01, DEC-16 VISION INSURANCE
12-16	WEG01 (CHRISTY WEGENER)	12-13-16H	12/13/16	01/12/17	A	148.00	WEG01, TRAVEL PER PIEM-FTA TRAINING 12/13-12
		NOV-2016H	12/14/16	01/13/17	A	74.67	WEG01, NOV-16 TRAVEL REIMBURSE
		Vendor's Total ----->				222.67	
12-16	WEL03 (WELLS SWEEPING)	201610107	10/30/16	11/29/16	A	377.00	WEL03, 2016-10-107, QTRLY PARKING LOT SWEEPI

Total of Purchases -> -----  
 1342253.41  
 =====

## **AGENDA**

### **ITEM 5 C**

## STAFF REPORT

SUBJECT: Dial-A-Ride Passenger Survey 2016

FROM: Kadri Klm, Paratransit Planner

DATE: February 6, 2017

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### Action Requested

None – Information only.

### Background

LAVTA performs annual Dial-A-Ride passenger surveys to assess passenger satisfaction in order to continually improve service.

### Methodology

The 2016 annual Dial-A-Ride customer satisfaction survey was conducted between November 7 and December 4, 2016 via telephone by randomly calling currently active Dial-A-Ride passengers. Active riders are those who have used Dial-A-Ride at least once since July 1, 2015. The survey was administered by a third party surveyor, and a total of 150 Dial-A-Ride surveys were completed. The results are statistically reliable at 95% confidence interval  $\pm 7.8$  point margin of error.

The surveyors asked the passengers to rate Dial-A-Ride service on a 1-to-5 scale (5 being highest and 1 being lowest) on a variety of topics, including the reservation process, pick-up experience, ride experience, drop-off experience, and their overall satisfaction with the service.

### Discussion

Overall satisfaction was very high across all stages of the rider experience. The average score for the reservation process was 4.2, pick-up experience 4.36, ride experience 4.37, drop-off experience 4.42, and the overall satisfaction score was 4.4 on the scale of 1 to 5.

Areas where scores were exceptionally high included:

- Person on the phone was courteous 4.4
- Driver was dressed appropriately and clean 4.5
- Driver operated vehicle safely and followed all traffic laws 4.5
- Driver was courteous and helpful 4.6

Areas where scores were lower than average:

- Prefer use of new smaller vehicles 3.6



- Hold times while arranging transportation 3.9
- Driver was on time for pickup 4.0
- Phone menu 4.1
- Phone rep knowledge 4.1

The key areas where riders consistently expressed the importance to them were timeliness, scheduling ease and accuracy and phone representative's knowledge.

The following table compares the average customer satisfaction ratings of the surveys conducted in November 2016 and October 2015:

Service Aspect	Oct 2015 (n=100)		Nov 2016 (n=150)	
	Mean	Median	Mean	Median
<b>Reservation</b>	4.45	5	4.22	4.5
<b>Pickup</b>	4.45	5	4.36	5
<b>Ride</b>	4.38	5	4.37	5
<b>Dropoff</b>	4.37	4	4.42	5
<b>Overall rating</b>	4.61	5	4.43	5

The most recent survey surveyed 150 respondents up from 100 respondents a year ago. This was done in order to increase the statistical significance level and was a recommendation from the Wheels Accessible Advisory Committee. The surveyor noted that this time they had a more difficult time reaching the desired number of respondents requiring them to do more attempts to reach the respondents and more people were not interested in taking the survey.

While the overall satisfaction scores in 2016 were still very good, there was some satisfaction erosion in specific stages of the ridership experience. Particularly the experience around arranging transportation on the phone saw some decreases in ratings with hold times, phone menu, representative's knowledge and representative's ability to arrange transportation. The service aspect where riders in 2016 were slightly more satisfied than in 2015 was the drop-off experience.

Per the Wheels Accessible Advisory Committee recommendation, in cases where the respondents expressed dissatisfaction or gave negative feedback about the service, the surveyors were instructed to ask if the respondent would like a call back from LAVTA staff to follow-up on their concern(s). Out of the 150 respondents 18 asked for a follow-up phone call and LAVTA staff is currently following up with these riders. So far the staff has been able to talk to half of them, left messages for 7, 1 person hung up, and 1 had a disconnected phone number. Out of the 9 people staff was able to talk to two people mentioned that transfers to another service provider (East Bay Paratransit or County Connection LINK) were too complicated and took too long, one person said that some the drivers talk on the phone while driving, one person said he doesn't always get a call back about the resolution of his complaints, one person said the driver was late, one said the driver arrived too early and she was too early for her appointment, one said he was once taken to a wrong address, and one

person was unhappy about the shared rides as they take too long. LAVTA staff is following up with MTM on the complaints.

**Summary**

While the average satisfaction scores in 2016 were very good, the surveyors picked up a few trends toward dissatisfaction. LAVTA will work with the contractor on improving the reservations process and will follow up on the concerns communicated to LAVTA staff during the follow-up phone calls.

**Action Requested**

None – Information only.

*Approved:* \_\_\_\_\_

## **AGENDA**

### **ITEM 5 D**

## STAFF REPORT

SUBJECT: Declaration of Surplus Property in Compliance with LAVTA Policy for Disposition of Surplus Property

FROM: Beverly Adamo, Director of Administrative Services

DATE: February 6, 2017

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### Action Requested

Declare the attached vehicle list as surplus property, and ratify the disposition.

### Background

On September 12, 2016 the LAVTA Board declared 20 fixed route buses of various years, makes and models that are all fully depreciated as surplus property. At about the same time, one other vehicle, also fully depreciated, developed a transmission issue and it was determined that it was in the Authority's best interest to dispose of the vehicle. When the vehicles that had been determined as surplus were disposed of per LAVTA's policy, the additional bus was included. Staff is requesting the Board declare that bus as surplus property and ratify the disposition as required by LAVTA's policy. This confirms that this bus is no longer needed for provision of fixed route service. The disposal of this vehicle assists LAVTA in the adherence to the spare ratio percentage required by the Federal Transit Administration (FTA).

### Discussion

LAVTA's "Policy for Disposition of Surplus Property" requires that the Board of Directors declare any property with an original acquisition cost of \$25,000 and any rolling stock, regardless of acquisition cost, as surplus and specify the method of disposition.

The Policy for Disposition of Surplus Property identifies five methods for disposing of property:

1. Sealed Bid
2. Negotiated Sales
3. Trade-In
4. Donation
5. Scrap

As noted in the section above, the vehicle was sold via the auction site that has proved successful in the past.

**Next Steps**

Once approved by the Board of Directors, LAVTA will be in compliance with the disposal policy.

**Recommendation**

Finance and Administration Committee recommends the Board of Directors declare as surplus one (1) bus and ratify the disposal through a method consistent with LAVTA's Policy for Disposition of Surplus Property.

**Attachments:**

1. Surplus Vehicle January 2017

*Approved:* \_\_\_\_\_

Livermore Amador Valley Transit Authority  
January 2017 Surplus Property Disposition List

Vehicle ID	Type of Vehicle	Year of Vehicle
0309	Gillig Low Floor Bus	2003

## **AGENDA**

### **ITEM 5 E**

## STAFF REPORT

SUBJECT: Summer 2017 Service Changes

FROM: Christy Wegener, Director of Planning and Communications  
Cyrus Sheik, Senior Transit Planner

DATE: February 6, 2017

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### Action Requested

Approval of Wheels service and service modifications to be implemented in summer 2017, including accommodation for summer school classes in Dublin and Pleasanton, as well as a modification of Route 1, and forward a recommendation to the Board of Directors.

### Background

In addition to their regular curriculum during the main academic year, the Tri-Valley school districts, including the Dublin Unified School District (DUSD) and Pleasanton Unified School District (PUSD), operate a school program during the summer. Both school districts have requested that Wheels accommodate their summer school programs in 2017.

The new Alameda County Hall of Justice is under construction and is expected to open in early summer 2017. Alameda County has requested a modification of Route 1 routing and frequency for improved service to this new regional destination.

### Discussion

*Summer School:* The school districts in the LAVTA service area do not operate yellow school buses for their general student population. Instead, students in the middle- and high school grades are expected to make use of existing public transportation (Wheels mainline routes). In cases where either (or both) the school and the neighborhood(s) from which its students need to travel is not located on a mainline, and where there is sufficient demand, LAVTA in some areas of Dublin and Pleasanton supplements its mainline routes with limited “school tripper” service operating during school days, during the academic year. In some cases, this supplemental service also serves as overflow capacity to an existing mainline route.

Prior to 2014, the supplemental (school tripper) routes were not operated during the summer due to the smaller student population enrolled in summer programs and the large number of neighborhoods that would need to be served relative to the summer sessions’ smaller student population base. Based on requests from the districts, however, LAVTA commenced summer pilot service for Dublin and Pleasanton in 2015 and 2014, respectively, and these were continued in 2016.



Last year, LAVTA accommodated the summer school programs in both Dublin and Pleasanton by providing service on one school tripper line each. Route 605 operated summer service to Amador Valley High School, while Route 501 provided service to Dublin High School. (Pleasanton, however, will be reverting to holding its program at Foothill High School, more on this below).

*Indicators from prior summer service:* The Dublin service in 2016 operated across 28 days, and carried a total of 2,247 boardings through the program – or an average of 80 one-way boardings per day operated. Relative to the vehicle hours operated, this equated to approximately 77.9 unlinked passenger boardings per vehicle revenue hour.

The Pleasanton service in 2015 (year illustrated to provide a usable comparison with the move back to Foothill), operated across 24 days, and carried a total of 1,021 boardings through the program – or about 43 one-way boardings per day operated. This equated to approximately 19.2 boardings per revenue hour.

The table below summarizes these indicators.

<b>PRIOR SUMMERTIME SUPPLEMENTAL SERVICE RIDERSHIP</b>				
<i>City</i>	<i>Days operated</i>	<i>Daily boardings</i>	<i>Total ridership</i>	<i>Pax/h</i>
Dublin (2016)	28	80	2 247	77.9
Pleasanton (2015)	24	43	1 021	19.2

When comparing the boardings-per-revenue-hour indicator with how the Wheels school tripper routes typically perform during the main academic year (60 pax/h but with a wide spread), the Dublin service has done well while the Pleasanton service hasn't been quite as successful. For perspective, however, it could be noted that even the 19.2 pax/h that the Pleasanton service carried is higher than the typical mainline Wheels route.

### **Service Options for Summer 2017**

Dublin: Summer programs are expected to be offered similarly to last year in terms of duration and bell times, and to run for six weeks starting in mid-June, Monday thru Friday. Staff is still gathering the exact bell time information for the DUSD program, but last year, classes began at 8:00a and ended at 1:00p (12:30p on Fridays), and both programs are again expected to be held at Dublin High School. These times coincided closely enough to be able to serve students of both programs by a single daily arrival and departure to/from the school.

As the high school grades are in the same, single location during the main academic year as well, all four Wheels supplemental routes that serve Dublin High (501, 502, and 504 from East Dublin, and 503 from Shannon Park), would technically be suitable for the summer program as well. Given, however, the typically lower enrollment compared to the main academic year and the ridership seen last year, it would likely be more appropriate to run two of the four routes – one more than last year. During the main school year, routes 501 and 504 see the most demand; however, with only two routes warranted from a demand perspective, operating the 501 and 502 would provide the best combined neighborhood coverage (Route

503 provides unique coverage to the Shannon Park area but would not be expected to carry a sufficient number of students to warrant summer service). The following table lists the primary areas served by these two routes.

<b>ROUTES 501 AND 502 POTENTIAL SUMMER SERVICE 2017</b>	
<b>Neighborhoods served</b>	
<i>Area</i>	<i>Route</i>
Positano Hills	501
Signal Hill*	501
Silvera Ranch*	501
Dublin Ranch*	501
Emerald Glen North	501
Bray Commons	502
Emerald Glen South	502
Wildwood Road	502

\* Via perimeter arterial

The table below shows the estimated cost factors for running the 501 and 502 for this year's summer session. The revenue estimate is conservatively based on last year's ridership, but may be higher given the growth trend in the Dublin student population. The estimated net cost of operating this service, after anticipated fare revenue, would be approximately \$3,200.

<b>ROUTES 501 AND 502 POTENTIAL SUMMER SERVICE 2017</b>	
<b>Cost estimate</b>	
Daily revenue hours	1.95
Number of days operated	28
Total revenue hours	54.60
Total fully allocated cost	\$5 892
Daily ridership	80
Total program ridership	2 240
Estimated fare revenue	\$2 733
<b>Total net cost (est'd)</b>	<b>\$3 160</b>

Based on the apparent success of the Dublin school tripper service last summer, and on the continued growth in the city's student population, Staff anticipates service to be productive and recommends that LAVTA accommodate the Dublin summer program as shown above.

Pleasanton: When LAVTA provided its pilot summer service program in Pleasanton in 2014 and 2015, the program location was at Foothill High School. As this location isn't served by any mainline Wheels route, the two school tripper routes (602 and 604) that serve it during the main academic year were the routes that were called upon to provide the summer service as well.

While PUSD ran its summer program at Amador Valley High School last year (2016) - served by routes 8 and 10 but also supplemented during the summer by route 605 -, the program will be reverting back to Foothill this year. With that, the best option for accommodation, if any, would again be by way of routes 602 and 604, which provide broad neighborhood coverage in both north and south Pleasanton. The following table lists the primary areas served by these two routes.

<b>ROUTES 602 AND 604 POTENTIAL SUMMER SERVICE 2017</b>	
<b>Neighborhoods served</b>	
<i>Area</i>	<i>Route</i>
Case Avenue	602
Del Prado Park	602
Parkside	602
Valley Trails	602
Val Vista*	602
Fairlands	604
Hacienda	604
Stoneridge	604
Muirwood Park	604
Oak Hill*	604

\* Via perimeter arterial

Left among major neighborhoods that are served during the main academic year but wouldn't be served during the summer would be Ruby Hill, Vintage Hills, and Amaral Park.

The next table summarizes the net cost of operating the 602 and 604 during summer session, based on the assumption that their productivity would be similar to that of the summer service that was operated in Pleasanton in 2015. Anticipated to operate 22 school days, the net cost after fare revenue is estimated at approximately \$4,200.

<b>ROUTES 602 AND 604 POTENTIAL SUMMER SERVICE 2017</b>	
<b>Cost estimate</b>	
Daily revenue hours	2.27
Number of days operated	22
Total revenue hours	49.94
Total fully allocated cost	\$5 390
Daily ridership	43
Total program ridership	946
Estimated fare revenue	\$1 154
<b>Total net cost (est'd)</b>	<b>\$4 235</b>

While the productivity picture of the Pleasanton school trippers in recent past summers has been mixed, operating the Foothill High School supplemental route pair this summer as well

would provide continuity in providing public transportation access to a large proportion of PUSD students through the summer program. Based on input from the last Projects & Services Committee, Staff recommends operation of the 602/604 setup as shown above.

Livermore: Last year, the LAVTA supplemental routes in Livermore were discontinued, and no special summer accommodations are recommended this year. The majority of Livermore schools are well-positioned for access to Rapid routes 10R and 30R, which operate every 15-minutes all day on Weekdays.

*Route 1 Modifications:* Route 1 is a local route providing service between the E. Dublin BART Station and the Santa Rita Jail via Hacienda Drive. It operates every 30-minutes during peak times and 60-minutes off peak and weekends.

The new East County Hall of Justice (ECHOJ) is being constructed across the street (to the south) of the Santa Rita Jail (Attachment 4). The main entrance will be off Gleason Drive. Original plans for bus service included a Route 1 bus stop on Gleason Drive; however, in late 2016, Alameda County requested that the future bus stop be constructed near the front doors of the ECHOJ for easier access to the location, and that the route be detoured off Gleason Drive. Additionally, Alameda County requested that Route 1 operate at 30-minute headways all day to provide those coming to the ECHOJ a connection to every-other BART train on weekdays.

In considering the request, staff looked at the existing setup of Route 1. Route 1 is currently interlined with Route 14, a set up that is causing spillover on-time performance challenges with both routes. Staff has been intending to “break” the 1/14 route interline at the first available opportunity, which is provided with the opening of the ECHOJ. The ECHOJ will require an additional 3-5 minutes of run time, will no longer be able to be operated within the cycle time of the 1/14 interline and will require its own bus. Additionally, providing 30-minute all day service to this destination allows for an efficient use of a dedicated Route 1 bus, which is a challenge at its current alignment.

### **Budget**

The service outlined above would add 4.22 daily hours of service for summer school, and about 3.2 daily revenue hours permanently to Route 1. There will be a fiscal impact to Route 14 as well, which will be determined when the revised summer schedule is drafted. Both services can be accommodated within the FY2017 revenue hour budget.

### **Recommendation**

At its January 23, 2017 meeting, the Projects & Services Committee considered the potential service options presented by Staff, and recommends approval of summer service as outlined above. Specifically, the Committee:

- Recommends accommodation for the DUSD summer program at Dublin High School by operating routes 501 and 502 five days a week during the 2017 summer session;

- Recommends accommodation for the PUSD summer program at its location at Foothill High School by operating routes 602 and 604 four days per week during the 2017 summer session; and
- Recommends modifying Route 1 service to directly connect to the ECHOJ and operate every 30-minutes all day on weekdays.

Attachments:

1. Summer Service Resolution 07-2017
2. Route 1 Resolution 08-2017
3. ECHOJ/Route 1 map

*Approved:* \_\_\_\_\_

**RESOLUTION 07-2017**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
AUTHORIZING SUMMER SERVICE FOR ROUTES 501, 502, 602, AND 604**

WHEREAS, LAVTA currently operates supplemental fixed route service to Dublin High School and Foothill High School on Wheels Routes 501, 502, 503, 504, 602, and 604 from multiple residential areas of Dublin and Pleasanton during the academic year; and

WHEREAS, LAVTA has operated a selection of its supplemental routes on a pilot program basis to accommodate the summer school programs each year since 2014, and

WHEREAS, the Dublin Unified School District and the Pleasanton Unified School District have expressed interest in, and support for, continuing to provide service during summer session, in order to serve the transportation needs for their summer middle- and high school program; and

WHEREAS, LAVTA wishes to be responsive and supportive of reasonable requests by our partnership with the Dublin and Pleasanton Unified School Districts; and

WHEREAS, Wheels routes 501, 502, 602, and 604 would provide the best neighborhood coverage for the Dublin and Pleasanton summer school programs relative to the limited resources that are available to LAVTA; and

WHEREAS, the cost of the service is relatively small and may be partially offset by passenger fares that the Authority believes can be reasonably expected.

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors of the Livermore Amador Valley Transit Authority that the LAVTA Board approves providing summer service on Wheels routes 501, 502, 602, and 604 during school days in June and July 2017.

PASSED AND ADOPTED this 6th day of February, 2017.

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Steven Spedowski, Chair

Attest:

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Michael Tree, Executive Director

**RESOLUTION 08-2017**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
AUTHORIZING A CHANGE TO THE FREQUENCY AND ALIGNMENT OF WHEELS  
ROUTE 1**

WHEREAS, LAVTA currently operates service between the East Dublin/Pleasanton BART station and the Santa Rita Jail facility in Dublin via its Route 1; and

WHEREAS, A new courthouse complex, the East County Hall of Justice (ECHOJ), is nearing completion, and

WHEREAS, Alameda County has requested public transit service to serve a bus stop inside the complex perimeter; and

WHEREAS, LAVTA has the funds to break out its existing Wheels Route 1 from interlining with another route in order to make way for the additional trip time required to extend the route; and

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors of the Livermore Amador Valley Transit Authority that the LAVTA Board approves extending Wheels Route 1 inside the new ECHOJ perimeter in order to serve a new bus stop directly at the complex entrance, effective with the Wheels summer signup in June 2017.

PASSED AND ADOPTED this 6th day of February, 2017.

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Steven Spedowski, Chair

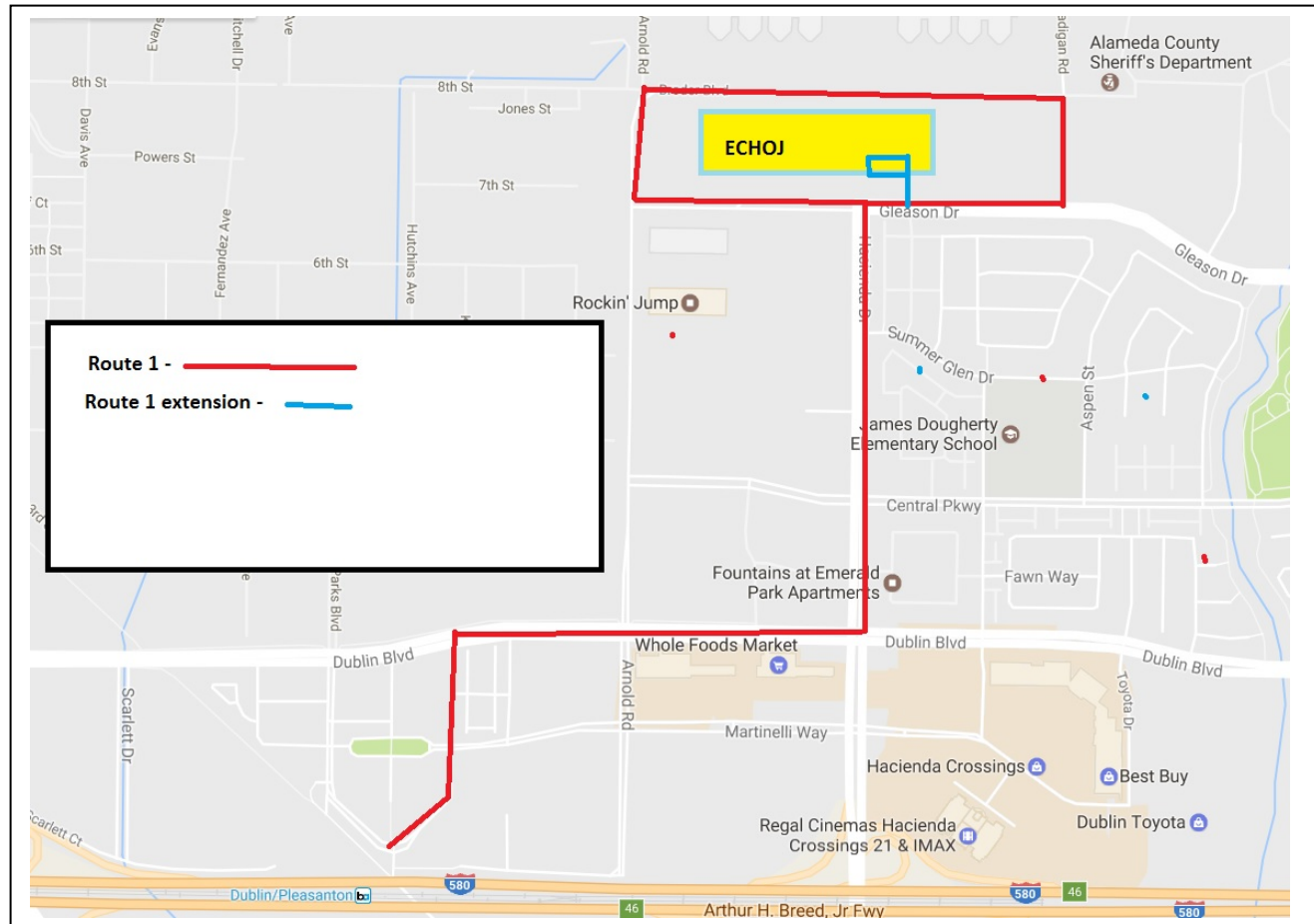
Attest:

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Michael Tree, Executive Director

## Route 1 – Proposed June 2017 Changes

Attachment 3





## **AGENDA**

### **ITEM 5 F**

## STAFF REPORT

SUBJECT: Wheels Service to the 2017 Alameda County Fair

FROM: Christy Wegener, Director of Planning and Communications  
Cyrus Sheik, Senior Transit Planner

DATE: February 6, 2017

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### **Action Requested**

Approve the operation of a dedicated Wheels BART shuttle during the 2017 Alameda County Fair.

### **Background**

This year's Alameda County Fair will be held between Friday, June 16 and Sunday July 9, 2017 at the Fairgrounds in Pleasanton. During this time, the event will be open daily except June 19, 20, 26, and 27, and operate between the hours of 11AM and 11PM. The Fair is a major event that draws visitors from across the Tri-Valley as well as other parts of Alameda County and the Bay Area.

Most fairgoers from outside the Tri-Valley that are taking public transportation to the event travel on BART and then transfer to a Wheels route to complete their trip to the Alameda County Fairgrounds, which are not within walking distance from a BART station.

### **Discussion**

The accommodation of fairgoers on the Wheels service has varied over the years. Through 2004, a dedicated BART shuttle was provided, whereas in most subsequent years the agency has accommodated these trips by applying detours of one or more existing routes. Last year, for example, Wheels regular Route 8 was detoured to Pleasanton Avenue (the location of the main Fairgrounds gate), and extra trips were added to its schedule during late evenings and weekends.

The major service changeover that was implemented in the fall of 2016 included a notable change in the alignment of Route 8. While the route has retained its principal Hopyard Road corridor and still travels between the East Dublin/Pleasanton BART station and downtown Pleasanton, its new routing is further away from Pleasanton Avenue than previously. As such, Route 8 would have to be detoured substantially in order to use the route for the purpose of bringing fairgoers directly to the Fair. Aside from being more disruptive to existing riders,

a detour of the new #8 alignment could also be expected to have considerable operational challenges, including unrecoverable delays relative to the regular schedule.

Proposed Wheels County Fair service. With these issues in mind, Staff is proposing a return to a *dedicated shuttle* service between BART and the Fairgrounds for the 2017 County Fair. The shuttle would be provided during all 20 days that the Fair will be open, and run between the hours of approximately 10:30a and 11:30p (final schedule would be developed following approval). Using one bus, the service would operate hourly between the East Dublin/Pleasanton BART station and the Pleasanton ACE bus stop on Pleasanton Avenue, which is located just across from the Fairgrounds main entrance. The shuttle would use Hopyard Road between BART and the Fair, and pick up at local bus stops in order to serve local fairgoers wishing to use the service as well. All regular Wheels rules and fares would apply to this service, and its schedule would be published through the same channels as that of regular Wheels routes as well as additional dissemination through the Fair Association's information channels.

The following table summarizes the parameters for the proposed BART-Fair shuttle.

PROPOSED COUNTY FAIR SHUTTLE 2017	
General service parameters	
<i>Days operated</i>	June 16 thru July 9, excl June 19, 20, 26, 27
<i>Hours of operation</i>	10:30a--11:30p
<i>Frequency</i>	60 min
<i># Buses</i>	1
<i>Termini</i>	E Dublin BART / Ala Co Fairgrounds main entrance
<i>via</i>	Owens - Hopyard - Fair - Rose - Pleasanton v.v.
<i>Fare</i>	\$2.00 cash fare; regular Wheels discounts as appl.
<i>Local pickups allowed</i>	Yes

Estimated costs and contingencies. If approved, a dedicated shuttle service as outlined above would incur approximately 13 vehicle hours of service per day operated, for a total of 260 revenue hours. An additional 4 vehicle hours is also proposed to be budgeted as a contingency for July 4 as follows:

- Supplemental BART shuttle capacity for the Fair's July 4 Fireworks Spectacular event
- One-time extension of the local Livermore route #15 evening service to accommodate Springtown attendees returning home after the July 4 Livermore Fireworks event

The following table summarizes the gross and net cost estimates for the proposed service.

<b>PROPOSED COUNTY FAIR SERVICE 2017</b>	
<b>Cost estimate</b>	
<b><i>Dedicated hourly shuttle Bart-Fairgrounds</i></b>	
Daily revenue hours	13.00
Number of days operated	20
<b><i>Service extension and capacity suppl. July 4</i></b>	
Extra hours operated	4.00
Total extra revenue hours	264.00
Total fully allocated cost	<b>\$26 184</b>
Total est'd additional ridership	3 095
Estimated add'l fare revenue	\$3 776
<b>Total net cost (est'd)</b>	<b>\$22 408</b>

The fully allocated cost to operate the proposed shuttle and July 4 contingencies is estimated at approximately \$26,200. Based on last year's ridership, the service would be expected to see in the order of 3,100 one-way passenger boardings, resulting in an estimated total net cost of \$22,400 after fare revenues.

Other Wheels service available to the Fair. Wheels Route 10 operates locally between the East Dublin/Pleasanton BART station and the Transit Center in Livermore, via downtown Pleasanton, from early morning to late evening, every day of the week. Serving a pair of bus stops on Peters Avenue, it is well suited for local Tri-Valley resident fairgoers who are familiar with navigating the short walk from Peters Avenue to the main Fairgrounds gate on Pleasanton Avenue. It would also be able to function as a "frequency filler" for the dedicated BART shuttle for out-of-area passengers who have a similar knowledge of the local downtown street network. Based on last year's ridership analysis, the #10 would be estimated to carry an additional 1,500 one-way passenger boardings during the Fair.

### **Budget**

The service outlined above would add close to 265 revenue hours to an annual total of approximately 125,000. This service can be accommodated within the FY2017 revenue hour budget.

### **Recommendation**

At its January 23, 2017 meeting, the Projects & Service Committee considered and endorsed Staff's proposal to operate a dedicated, hourly shuttle service between the East Dublin/Pleasanton BART station and the Fairgrounds during the 2017 Alameda County Fair.

It is recommended that the Board of Directors approve the proposed shuttle service, as outlined above.

Attachments:

1. Resolution 09-2017

*Approved:* \_\_\_\_\_

**RESOLUTION 09-2017**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
AUTHORIZING ADDITIONAL SERVICE DURING THE ALAMEDA COUNTY FAIR**

WHEREAS, LAVTA currently operates routes serving a corridor between the Dublin/Pleasanton BART station and downtown Pleasanton; and

WHEREAS, the Alameda County Fair is an annual regional attraction, but is not held within walking distance of BART; and

WHEREAS, regular daylong Wheels routes do not operate directly to the Fairgrounds, and it would be more disruptive to detour those than in prior years; and

WHEREAS, on Independence Day, major fireworks celebrations are scheduled to take place at the Fairgrounds in Pleasanton as well as in downtown Livermore;

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors of the Livermore Amador Valley Transit Authority that the LAVTA Board approves providing a dedicated Wheels shuttle bus during the 2017 Alameda County Fair, and providing additional service on the Fourth of July.

PASSED AND ADOPTED this 6th day of February, 2017.

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Steven Spedowski, Chair

Attest:

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Michael Tree, Executive Director

## **AGENDA**

### **ITEM 5G**

## STAFF REPORT

SUBJECT: Resolution Authorizing the Executive Director to Request and Receive Federal Transit Funding under FTA's Section 5310 Program

FROM: Jennifer Yeamans, Senior Grants, Project Management & Contract Specialist

DATE: February 6, 2017

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### Action Requested

Review and approve the attached resolution authorizing the Executive Director or designee to request and receive federal transit funds under Section 5310.

### Background

The goal of the Section 5310 Elderly and Disabled Specialized Transit program is to improve mobility for seniors and individuals with disabilities by removing barriers to transportation services and expanding the transportation mobility options. The Federal Transit Administration (FTA) provides financial assistance for such services planned, designed, and carried out to meet the special transportation needs of seniors and individuals with disabilities in large urbanized, small urbanized, and rural areas. The program requires coordination with other federally assisted programs and services to make the most efficient use of federal resources. To that end, projects submitted for funding must be included in a locally developed, coordinated, public transit-human services transportation plan. MTC last updated the region's Coordinated Plan in March 2013.

### Discussion

Staff is asking for Board approval in order to comply with FTA and Caltrans requirements.

### Budget

Once approved, the Resolution will be used as an attachment for grant applications per FTA requirements for Federal financial assistance under Section 5310 California Department of Transportation Call for Projects.

### Recommendation

Staff recommends the Board of Directors approve the attached resolutions.

### Attachments:

1. Resolution 10-2017 authorizing federal funding under FTA Section 5310 (49 U.S.C. Section 5310) with the California Department of Transportation.

Approved: \_\_\_\_\_



**RESOLUTION NO. 10-2017**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY (LAVTA) AUTHORIZING THE FEDERAL FUNDING UNDER FTA SECTION 5310 (49 U.S.C. SECTION 5310) WITH CALIFORNIA DEPARTMENT OF TRANSPORTATION**

**WHEREAS**, the U.S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital projects for non-urbanized public transportation systems under Section 5310 of the Federal Transit Act (**FTA C 9070.1G**); and

**WHEREAS**, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5310 grants for transportation projects for seniors and individuals with disabilities; and

**WHEREAS**, the Livermore Amador Valley Transit Authority desires to apply for said financial assistance to permit operation of paratransit service in the Authority's service area; and

**WHEREAS**, the Livermore Amador Valley Transit Authority has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies).

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Livermore Amador Valley Transit Authority that, the Livermore Amador Valley Transit Authority does hereby authorize the Executive Director or his designated representative, to file and execute applications on behalf of the Livermore Amador Valley Transit Authority with the Department to aid in the financing of capital projects pursuant to Section 5310 of the Federal Transit Act (**FTA C 9070.1G**), as amended; and

**BE IT FURTHER RESOLVED** that the Executive Director or his designated representative is authorized to execute and file all certification of assurances, contracts or agreements or any other document required by the Department; and

**BE IT FURTHER RESOLVED** that the Executive Director or his designated representative is authorized to provide additional information as the Department may require in connection with the application for the Section 5310 projects; and

**BE IT FURTHER RESOLVED** that the Executive Director or his designated representative is authorized to submit and approve request for reimbursement of funds from the Department for the Section 5310 project/s.

**PASSED AND ADOPTED** this 6th day of February, 2017.

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Steven Spedowski, Chair

**ATTEST:**

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Michael Tree, Executive Director

## **AGENDA**

### **ITEM 5 H**

## STAFF REPORT

SUBJECT: Resolution authorizing participation in the Employment Risk Management Authority

FROM: Michael Tree, Executive Director

DATE: February 6, 2017

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### **Action Requested**

The staff recommendation is to approve Resolution 11-2017, a resolution authorizing LAVTA participation in the Employment Risk Management Authority.

### **Background**

California Transportation Insurance Pool (CalTIP) coverage for Employment Practices Liability (EPL) coverage provided to members through CalTIP's Liability Program is being discontinued. Pursuant to action taken by the Board in April 2016, the coverage will end effective July 1, 2017.

At the December CalTIP Board Meeting, staff presented two paths by which CalTIP members could continue to obtain group EPL coverage, the Employment Risk Management Association (ERMA) and commercial group-purchased EPL. The Board took action for CalTIP to pursue membership with ERMA.

ERMA is a pool consisting of other public agency risk pools. Individual public agencies cannot apply to be members of ERMA directly, but may apply to be an underlying member of ERMA through the risk pools to which they belong. Member Agencies may obtain EPL coverage through CalTIP's membership in the pool. ERMA is the first statewide risk sharing pool created exclusively to provide broad coverage for EPL with tailored loss prevention services. It is comprised of nine JPA members and two individual members, totaling over 195 individual underlying members. The pool provides coverage up to \$1 million per occurrence, and purchases excess coverage through RSUI for coverage of \$1 million excess \$1 million per occurrence (total of \$2,000,000 limit).

### **Discussion**

In January LAVTA submitted an application to obtain price indications for EPL coverage with ERMA. The attached resolution is required for ERMA to move forward and provide the requested information. The resolution authorizes participation in ERMA. Should LAVTA

decide to move forward with ERMA membership and EPL coverage, the ERMA Board of Directors is scheduled to meet on May 1, 2017, and will consider membership at the meeting for any CalTIP Member Agencies who apply, for coverage effective July 1, 2017. CalTIP members that apply for membership will be notified of their pending acceptance or denial following a currently unscheduled meeting of the UWC in mid-March 2017.

Additional information on ERMA can be found on their agency website at [www.ermajpa.org](http://www.ermajpa.org).

**Fiscal Impact**

It is anticipated that the cost to obtain EPL coverage through ERMA will be approximately \$6,000 per year.

**Recommendation**

Staff recommends the Board of Directors to approve Resolution 11-2017, a resolution authorizing LAVTA participation in the Employment Risk Management Authority.

**Attachments:**

1. Resolution 11-2017 authorizing participation in the Employment Risk Management Authority

*Submitted:* \_\_\_\_\_

**RESOLUTION NO. 11-2017**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY (LAVTA) AUTHORIZING PARTICIPATION IN THE EMPLOYMENT RISK MANAGEMENT AUTHORITY**

**WHEREAS**, the Livermore Amador Valley Transit Authority wishes to obtain Employment Practices Liability coverage for the period July 1, 2017 to June 30, 2020; and

**WHEREAS**, the Employment Risk Management Authority (ERMA) is a self-insured joint powers authority created for the sole purpose of Employment Practices Liability Coverage. ERMA is comprised of various public entities who risk share up to \$1 million against potentially unlawful employment practices and discrimination claims; and

**WHEREAS**, ERMA formed primarily due to the fact that government entities have not historically been able to secure Employment Practices Liability (EPL) coverage at a competitive cost through the commercial insurance marketplace; and

**WHEREAS**, ERMA has met all of the high professional standards established by the California Association of Joint Powers Authorities (CAJPA) in the areas of governance, finance, claims control, safety and loss control and ERMA is fully accredited by CAJPA. CAJPA's accreditation process requires reviews by independent consultants in the areas of accounting, claims adjusting, and actuarial analysis; and

**WHEREAS**, ERMA provides services to both Joint Powers Insurance Authorities and individual public entities; and

**WHEREAS**, the Livermore Amador Valley Transit Authority has determined that it is in the best interest to become a member of ERMA for the purpose of obtaining Employment Practices Liability coverage; and

**WHEREAS**, ERMA requires the Livermore Amador Valley Transit Authority to pass a resolution expressing the desire and commitment of the Livermore Amador Valley Transit Authority's participation in ERMA, which requires a three year minimum participation period. The Livermore Amador Valley Transit Authority also understands our entity will be bound by the provisions in the ERMA Joint Powers Agreement just as though it were fully set forth and incorporated herein whether our entity had signed it individually or through an underlying Joint Powers Insurance Authority.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Livermore Amador Valley Transit Authority that, the Livermore Amador Valley Transit Authority approves participation in ERMA from July 1, 2017 through June 30, 2020; and

**BE IT FURTHER RESOLVED** that, the Executive Director on behalf of the Livermore Amador Valley Transit Authority is hereby authorized to take any and all actions necessary to implement the foregoing resolution.

**PASSED AND ADOPTED** this 6th day of February, 2017.

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Steven Spedowski, Chair

**ATTEST:**

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Michael Tree, Executive Director

# **AGENDA**

## **ITEM 6**



## STAFF REPORT

SUBJECT: Shared Autonomous Vehicles Update

FROM: Christy Wegener, Director of Planning and Communications

DATE: February 6, 2017

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### Action Requested

None – Information Only

### Background

At the June 2016 Board meeting, the Board affirmed their commitment to explore autonomous vehicle technology in Dublin as a partner in the Contra Costa Transportation Authority's (CCTA) Shared Autonomous Vehicle (SAV) project currently underway. LAVTA's SAV pilot will be funded with \$1 million from the Air Quality Management District (AQMD) for *Spare the Air* bus advertising on seven Wheels buses (for up to three years). The funds will be used to join the GoMentum partnership with CCTA, purchase or lease two SAVs, and fund the operation and testing during the pilot.

### Discussion

Since the June 2016 Board meeting, the following developments have occurred:

- 1) The AQMD Board approved the advertising contract with LAVTA;
- 2) Staff worked with AQMD on the design of the *Spare the Air* bus wraps (Attachment 1);
- 3) Staff attended the monthly SAV project meetings with CCTA and Stantec staff;
- 4) Staff had one preliminary meeting with the City of Dublin and will be scheduling the next meeting in February to discuss next steps;
- 5) Staff met with Assemblymember Baker to discuss the pathway to legislation;
- 6) Staff worked with CCTA's lobbyist on draft legislation.
- 7) Staff submitted draft legislation to Assemblymember Baker's staff on January 19th.

A full presentation on the status of CCTA's project in Bishop Ranch, and next steps for the Dublin SAV pilot, will be delivered at the Board meeting by Stantec's senior principle Arya Rohani, PE.

### Recommendation

None – Information only.

### Attachments

1. AQMD *Spare the Air* bus wrap design

## 2. Draft Legislation

*Approved:* \_\_\_\_\_

TriValley\_30' LF Gillig Hybrid '11 | Wednesday, June 15 2016 20:35:55  
CS Full Side



TriValley\_30' LF Gillig Hybrid '11 | Wednesday, June 15 2016 20:37:25  
SS Full Side



TriValley\_30' LF Gillig Hybrid '11 | Wednesday, June 15 2016 20:35:37  
BK Full Back



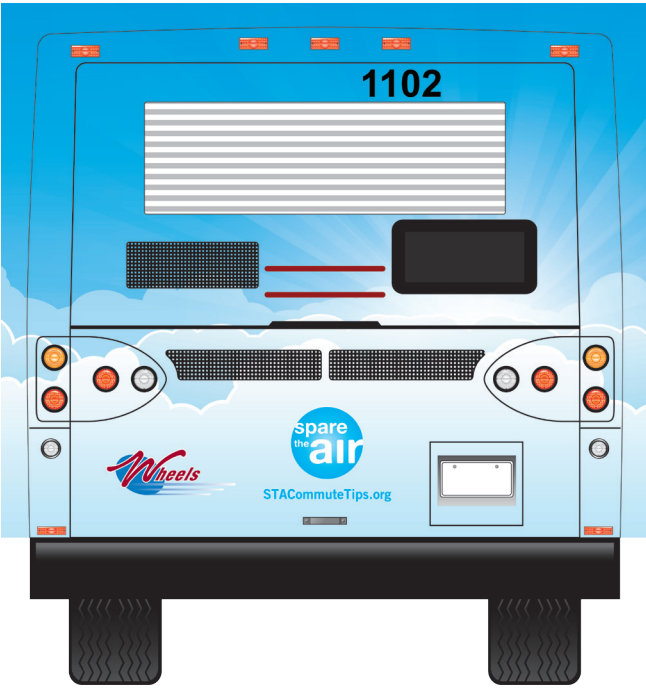
TriValley\_30' LF Gillig Hybrid '11 | Wednesday, June 15 2016 20:35:55  
CS Full Side



TriValley\_30' LF Gillig Hybrid '11 | Wednesday, June 15 2016 20:37:25  
SS Full Side



TriValley\_30' LF Gillig Hybrid '11 | Wednesday, June 15 2016 20:35:37  
BK Full Back





## Alternative #1:

**SECTION 1.** Section 38756 is added to the Vehicle Code, to read:

**38756.** (a) Notwithstanding Section 38750, the **Livermore Amador Valley Transit Authority** is authorized to conduct a **Shared Autonomous Vehicle (SAV) demonstration** project for the testing of autonomous vehicles that do not have a driver seated in the driver's seat and are not equipped with a steering wheel, a brake pedal, or an accelerator provided the following requirements are met:

(1) The testing shall be conducted only ~~at within the City of Dublin a privately owned business park~~ **and the vehicles may traverse inclusive of** public roads within the **area of the demonstration program.**

(2) The autonomous vehicle shall operate at speeds of less than 35 miles per hour.

(b) Prior to the start of the testing of an autonomous vehicle that does not have a driver seated in the driver's seat on or across a public road, the **Livermore Amador Valley Transportation Authority** or a private entity, or a combination of the two, shall do both of the following:

(1) Obtain an instrument of insurance, surety bond, or proof of self-insurance in an amount of five million dollars (\$5,000,000), and shall provide evidence of the insurance, surety bond, or proof of self-insurance to the Department of Motor Vehicles in the form and manner required by the department.

(2) Submit a detailed description of the testing program to the department. The detailed description shall include all of the following:

(A) Certification that, prior to testing on public roads, the autonomous vehicle has been tested under controlled conditions that simulate, as closely as practicable, the real world conditions that the autonomous vehicle will be

subject to during this pilot project, and that the **Livermore Amador Valley Transportation Authority** or a private entity, or a combination of the two, has made a reasonable determination that it is safe to operate the autonomous vehicle on public roads under these conditions.

(B) Evidence satisfactory to the department that the **relevant** local authorities with jurisdiction over the public roads in the designated **area contained within the pilot program** approve of the geographic area and environmental, traffic, and speed conditions authorized for purposes of this pilot project.

(C) Certification that the autonomous vehicle can only operate in autonomous mode in the geographic area and environmental, traffic, and speed conditions authorized in this specific pilot project.

(D) Certification that this pilot project complies, or will comply, with National Highway Traffic Safety Administration guidance, if any, on the safe testing, deployment, and operation of autonomous vehicles.

(E) Certification that the autonomous vehicle used in the pilot project complies with all applicable federal Motor Vehicle Safety Standards, or written evidence that the National Highway Traffic Safety Administration either considers the absence of a steering wheel, a brake pedal, or an accelerator permissible under federal Motor Vehicle Safety Standards or has granted the autonomous vehicle an exemption from compliance with the relevant federal Motor Vehicle Safety Standards.

(F) Identify to the department the autonomous vehicles that are to be tested on public roads during this pilot project. For each vehicle, the manufacturer shall provide to the department the make, model, and model year of the vehicle, the full vehicle identification number, and the license plate number and the state of issuance.

(G) Certification that the vehicle is equipped with a communication link between the vehicle and a remote

operator to provide information on the vehicle's location and status and to allow two-way communication between the remote operator and any passengers if the vehicle experiences any failures that would endanger the safety of the vehicle's passengers or other road users while operating without a driver.

(H) Certification that the autonomous vehicle is designed to detect and respond to roadway conditions in compliance with all provisions of this code and local regulations applicable to the operation of motor vehicles.

(I) A copy of a law enforcement interaction plan, which includes information that the **Livermore Amador Valley Transportation Authority** or a private entity, or a combination of the two, will provide to the law enforcement agencies whose jurisdiction covers the designated privately owned business park to instruct those agencies on how to interact with the vehicle in emergency and traffic enforcement situations.

(c) The operator of the autonomous vehicle technology tested pursuant to this section shall disclose to an individual who participates in the pilot project what personal information, if any, concerning the pilot project participant is collected by an autonomous vehicle.

(d) For the testing of autonomous vehicles within the designated business park, the department may require data collection for evaluating the safety of the vehicles, including, but not limited to, both of the following:

(1) A report to the department of any accident originating from the operation of the autonomous vehicle on a public road that resulted in the damage of property or in bodily injury or death. Accidents shall be reported within 10 days in the form and manner specified by the department pursuant to the regulations adopted by the department under Section 38750.

(2) The submission to the department of an annual report in the form and manner specified by the department

pursuant to the regulations adopted under Section 38750 summarizing information on unplanned technology disengagements that occurred while the autonomous vehicle was being tested on public roads. "Disengagement" means a deactivation of the autonomous mode when a failure of the autonomous technology is detected or when the safe operation of the vehicle required disengagement from the autonomous mode.

(e) This section does not limit the authority of the department to promulgate regulations governing the testing and operation of autonomous vehicles on public roads, with or without the presence of a driver inside the vehicle, pursuant to Section 38750.

(f) It is the intent of the Legislature, in enacting the act that added this section, to address the specific circumstances of the demonstration project proposed by the Livermore Amador Valley Transit Authority. Pursuant to Section 38750, the Department of Motor Vehicles is developing regulations for the testing and operation of autonomous vehicles, and it is not the intent of the Legislature to influence the content of those statewide regulations through the adoption of the act that added this section, which is only intended to govern the establishment of one local pilot project.

(g) This section shall remain in effect only until 180 days after the operative date of regulations promulgated by the department to allow testing of autonomous vehicles without a driver in the vehicle, on which date any testing of autonomous vehicles by the Livermore Amador Valley Transit Authority shall conform to those regulations, and as of the January 1 following that date this section is repealed, unless a later enacted statute, that is enacted before that January 1, deletes or extends that date.



## **AGENDA**

### **ITEM 7**

## STAFF REPORT

SUBJECT: 2017 Legislative Program

FROM: Jennifer Yeamans, Senior Grants, Project Management & Contract Specialist

DATE: February 6, 2017

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### **Action Requested**

Approve Resolution 12-2017, adopting LAVTA's Legislative Program for 2017.

### **Background**

Each year the LAVTA Board approves a Legislative Program to guide staff and the Board for legislative issues to support, watch and monitor, stay neutral, or oppose. The proposed 2017 program builds upon many of the priorities in the 2016 program, while introducing or enhancing several key initiatives related to operational enhancements, emerging technologies, and regional leadership opportunities.

The attached program is organized around five principles in support of LAVTA's mission:

1. Protect existing transportation funding sources.
2. Enhance future transportation funding investments.
3. Enhance operating conditions to support safety and performance goals.
4. Enhance public transit's role in addressing climate change and air quality issues.
5. Leverage support from and with partners to promote mobility, improve service productivity, and enhance regional leadership.

### **Discussion**

#### 1. Federal

The new administration in Washington, D.C., has promised to develop a new national infrastructure program. LAVTA should join with the American Public Transit Association (APTA), the national association for public transit agencies; the California Transit Association (CTA) at the state level; and MTC, ACTC, and other transit agencies at the local level; in supporting the interests of public transportation providers and metropolitan mobility in any new infrastructure initiatives proposed in Congress.

Meanwhile, LAVTA should monitor timely Congressional appropriations for FY 2017 and FY 2018 under the Fixing America's Surface Transportation (FAST) Act, the five-year authorization enacted in December 2015 with secured funding for the first three years. The authorization included substantial increases in funding for transit and the State of Good Repair (SGR) Program (known as Section 5307) in FY 2016 and is slated to grow 2%

annually in subsequent years. LAVTA should continue to advocate with its partners for full funding of the FAST Act for at least five years, supported by a dedicated, stable revenue source.

Concurrent with the change in administration, FTA continues to develop its implementing regulations for the FAST Act, and accordingly LAVTA should continue to advocate for efficient, less burdensome, and simpler regulations for small operators, in recognition that smaller operators have fewer staff resources and financial ability to comply with more complex regulations that may be applied to larger operators.

## 2. State

Several bills supported by LAVTA did not advance out of the previous 2015–16 legislative session, including AB 2762 (Baker) to establish the Altamont Pass Regional Rail Authority, and AB 1746 (Stone), which would have expanded the authorization to LAVTA and other operators for the operation of transit buses on the shoulder of state-owned highways (known as bus-on-shoulder, or BOS) beyond the current very narrow authorization granted only to Monterey-Salinas Transit and the Santa Cruz Metropolitan Transit District.

LAVTA should work with key legislative and advocacy partners to reintroduce successor legislation to AB 2762 in the new legislative session to establish the Altamont Pass Regional Rail Authority for purposes of planning and delivering a cost effective and responsive interregional rail connection between the Bay Area Rapid Transit District's rapid transit system and the Altamont Corridor Express in the Tri-Valley, within the City of Livermore. Currently, a successor bill to AB 2762 drafted by Assembly Member Catharine Baker is undergoing review by the State Office of Legislative Counsel in preparation for reintroduction in the Assembly. In addition, as was discussed at the January 24, 2017, Finance & Administration Committee meeting, LAVTA should continue to work with local partners to advance a draft bill outlining statutory requirements for shared-autonomous-vehicle (SAV) demonstration testing on a limited basis within LAVTA's service area.

Overall in Sacramento, the Governor and Legislature continue to work to develop a longer-term transportation funding solution for the state. After Assembly and Senate leaders released a joint letter in November 2016 with Governor Brown announcing a commitment to address the subject in the upcoming legislative session, Assembly Member Frazier and Senator Jim Beall each introduced the first bill of their respective houses in the new session — Assembly Bill 1 and Senate Bill 1. MTC estimates these bills as introduced would increase the share of state revenues for transportation operations and maintenance coming to the Bay Area, including for public transportation. LAVTA should ensure it continues to engage with regional and state partners to maximize funding for public transportation and metropolitan mobility.

## 3. Regional/Local:

LAVTA will have several opportunities to pursue regional and local leadership initiatives in 2017 and support our regional and local partners in shared advocacy efforts to promote the interests of public transportation.

*New Bridge Toll Measure.* MTC's recently adopted 2017 legislative program includes advancing new legislation authorizing MTC to place a new bridge toll increase on the ballot to fund congestion relief, rail connectivity, and improved mobility in bridge corridors. LAVTA should actively monitor and engage in the development of any such legislation to ensure its interests in support of these regional goals are represented, including monitoring closely for opportunities to support the BART-ACE interregional rail connection in the Tri-Valley.

*Advocacy Relationships.* LAVTA should continue to strengthen local and regional legislative and advocacy partnerships to support its interests and oppose legislative or regulatory proposals counter to those interests.

**Recommendation**

Staff recommends the Board of Directors accept this report and approve Resolution 12-2017, adopting the 2017 Legislative Program.

**Attachments:**

1. Resolution 12-2017
2. 2017 Legislative Program

*Approved:* \_\_\_\_\_

**RESOLUTION NO. 12-2017**

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
2017 LEGISLATIVE PROGRAM**

**WHEREAS**, the U.S. Congress and the California Legislature convened their new sessions in early 2017; and

**WHEREAS**, to promote the interests of the Livermore Amador Valley Transit Authority, the Board finds it desirable to adopt a Legislative Program; and

**WHEREAS**, the purpose of the Legislative Program is to guide the Board and staff's strategy and actions as it relates to various levels of government whose actions affect LAVTA.

**NOW, THEREFORE, BE IT RESOLVED:**

That the 2017 Legislative Program of the Livermore Amador Valley Transit Authority, included as Attachment 2, is hereby adopted and shall guide the Board and staff's actions. The Executive Director shall operate within these guidelines in interactions with other levels of government in order to promote LAVTA's interests employing strategies including participation in advocacy activities and taking positions on state and federal legislation. Should issues arise that are not covered by this 2017 Legislative Program, the Executive Director shall confer with the Chair of the Board to seek direction on a course of action.

**PASSED AND ADOPTED** by the governing body of the Livermore Amador Valley Transit Authority (LAVTA) this 6th day of February 2017.

BY \_\_\_\_\_  
Steven Spedowfski, Chair

ATTEST \_\_\_\_\_  
Michael Tree, Executive Director

FEDERAL		
Issue Area	Goal or Principle	Strategy
Funding Preservation and Enhancement	1) Protect Existing Transportation Funding Sources	Ensure that implementation of the federal Fixing America's Surface Transportation (FAST) Act advantages transit in all possible programs, including pending or future rule-making in the areas of transit asset management (TAM), flexibility in use of consolidated program funds, safety standards, innovation in research programs and procurement procedures, and reducing administrative burdens for small operators.
		Advocate that Congress appropriate the full amounts authorized by the FAST Act for FY 2017 & FY 2018, and that these vital federal funds are provided expeditiously to transit agencies for use on transit capital projects and operations. Support a minimum appropriations level in the FY 2017 & FY 2018 THUD for federal surface transportation programs equal to the authorized spending levels in the FAST Act, support increased funding levels for the Bus and Bus Facilities and Low or No Emission grant programs, and ensure that appropriations are allocated according to the program structure contained in the FAST Act and to the benefit of public transit.
	2) Enhance Future Transportation Funding Investments	Seek funding for public transit from new Presidential infrastructure initiative and support legislation that would provide local transportation entities with the ability to enhance revenues for public transit improvements and to quickly provide jobs for local workers.
		Work with state, regional, and local transportation agencies, and other state and national advocacy partners, to develop a FAST Act reauthorization agenda and support coalitions that support local, regional, and statewide priorities as well as those of public transit in general. Support new, stable federal funding to ensure the solvency of the Highway Trust Fund as part of the reauthorization agenda.
		In conjunction with state, local and regional advocacy partners, support any renewed efforts to enact the Marketplace Fairness Act (MFA), which seeks to apply state and local sales tax rates to e-commerce transactions. The MFA has the prospect of increasing funding for Bay Area transportation agencies that derive funding from county-based transportation sales taxes, Transportation Development Act (TDA) funds, and AB 1107, the ½ cent sales tax for BART in Alameda, San Francisco, and Contra Costa Counties.

Operational Efficiency and Effectiveness	3) Enhance Operating Conditions to Support Safety and Performance Goals	Support legislative proposals that seek to improve the safety and security of transit systems and provide adequate funding and incentives to enable such proposals. Oppose unfunded mandates.
Strategic Partnerships and Regional Leadership	5) Leverage Support from and with Partners to Promote Mobility, Improve Service Productivity, and Enhance Regional Leadership	Expand legislative and policy partnerships in Washington, D.C.
		Work with regional and national partners to defend the commuter benefit under any tax reform proposal(s).

STATE		
Issue Area	Goal or Principle	Strategy
Funding Preservation and Enhancement	1) Protect Existing Transportation Funding Sources	Protect existing State transit funds, including TDCA, PTA, and Propositions 1A & 1B, revenues for transit, from being eliminated, terminated, shifted or otherwise used for no-transit purposes, without specific repayment terms, and restore or obtain repayment of all previous loans or shifts of transit funds, plus interest. Oppose attempts to reduce, divert or loan revenues legislatively and historically allocated to public transit from transfer to the State General Fund. Work with other Bay Area transit operators, MTC, and CTA to maintain transit funding in the FY 2017-18 State Budget at levels prescribed by Proposition 22 and the 2011 “gas tax swap”.
		Support statewide efforts to pursue a long-term State Transit Assistance (STA) fix that would ensure the long-standing methodology for calculating STA shares will continue past 2017-18.
		Preserve the relative share of State Cap and Trade revenues for public transit established in 2014 legislation. Support existing long-term Cap and Trade revenue allocated to transit through the Low-Carbon Transit Operations Program, the Transit and Intercity Rail Capital Program, ensure more funding from the Affordable Housing and Sustainable Communities Program flows to transit, and support continued appropriations of Cap and Trade funds to the Low Carbon Transportation program to be used for transit. Support the explicit extension of

		the Cap and Trade program beyond 2020, to ensure the state meets the 2030 greenhouse-gas reduction targets established by SB 32.
	2) Enhance Future Transportation Funding Investments	Advocate for a FY 2017-18 State Budget that enhances the state's investment in public transportation, active transportation, and highway operations/system management.
		Support and advocate for new funding for transit agencies; that any new state solution achieving additional revenues for highways and local streets and roads should provide flexibility for projects to benefit transit service (i.e. complete streets and active transportation); and, that new funding programs include transit as an eligible expenditure (such as from the road-user charge or expansion of high-occupancy tolling).
		Support and advocate for additional dedicated, on-going funding for transit from the non-dedicated Cap and Trade revenues (almost 40% of all Cap & Trade funds).
		Work with MTC and other partners to seek opportunities to broaden the definition of Disadvantaged Communities (DACs) in Cap & Trade statute and other relevant programs so that it includes all socio-economically disadvantaged communities. Monitor and engage in administrative efforts related to updating the CalEnviroScreen, the state's current DAC screening tool developed by the Office of Environmental Health Hazard Assessment (OEHHA).
Operational Efficiency and Effectiveness	3) Enhance Operating Conditions to Support Safety and Performance Goals	Work with CTA and other interested transit and regional agencies to define and seek, as appropriate, an expansion of the existing, very limited bus on shoulder statutory authorization granted by AB 946 that acknowledges and addresses the concerns raised against AB 1746, which passed the Assembly unanimously but failed in the Senate in the 2015-16 legislative session. BOS programs minimize congestion-related interruptions of bus schedules and improve travel times for buses relative to automobiles in a low-cost manner that is easy to implement.
Environmental Stewardship and Advocacy	4) Enhance Public Transit's Role in Addressing Climate	Ensure a positive outcome for transit in the California Air Resources Board's (ARB) proposed Advanced Clean Transit regulation, oppose any ZEB purchase mandate that would place undue burden on transit agencies, and seek new sources of funding to incentivize the adoption of ZEB technology.



	Change and Air Quality Issues	Support efforts to include transit projects in CEQA reform measures, working in coalition to advocate that any reforms to the CEQA process advantage public transit projects, including bicycle, pedestrian and TOD projects.
Strategic Partnerships and Regional Leadership	5) Leverage Support from and with Partners to Promote Mobility, Improve Service Productivity, and Enhance Regional Leadership	Support a successor bill to 2016's AB 2762 (Baker), to establish the Altamont Pass Regional Rail Authority for purposes of planning and delivering a cost effective and responsive interregional rail connection between the Bay Area Rapid Transit District's rapid transit system and the Altamont Corridor Express in the Tri-Valley, within the City of Livermore, that meets the goals and objectives of the community.
		Monitor legislation related to shared mobility, such as transportation network companies and connected and autonomous vehicles, to protect the public's interest and ensure that mobility benefits are maximized and access to critical data for transportation and land use planning and operational purposes is assured.
		In partnership with local cities and counties, transit agencies, the business community, and other transportation organizations, engage in regulatory and legislative efforts related to connected and autonomous vehicles with the goal of accelerating their mobility, safety, and economic benefits. Actively engage in and support efforts with legislative and transportation agency partners to advance state legislation to authorize LAVTA to conduct shared autonomous vehicle (SAV) testing at a specific site or sites within its service area.

REGIONAL/LOCAL		
Issue Area	Goal or Principle	Strategy
Funding Preservation and Enhancement	1) Protect Existing Transportation Funding Sources	Support efforts of MTC to maximize the proportion of federal and statewide funding sources allocated to the Bay Area.

	2) Enhance Future Transportation Funding Investments	Support MTC efforts to sponsor new legislation authorizing MTC to place on the ballot a measure asking Bay Area voters to approve a bridge toll increase to fund congestion relief, rail connectivity, and improved mobility in bridge corridors.
Operational Efficiency and Effectiveness	3) Enhance Operating Conditions to Support Safety and Performance Goals	Monitor MTC's implementation of the Transit Performance Initiative, CA High Speed Rail/Altamont Corridor activities, BART to ACE funding, planning and implementation activities, ACTC's Countywide Transit Plan, and other potential activities that could affect LAVTA's interests.
		Support and participate actively in regional efforts to coordinate disaster/emergency planning and be a partner in mutual assistance activities.
		Support the concept of coordinated fares and Clipper integration to serve as an incentive to ride public transit, particularly among transit agencies providing service within and adjacent to LAVTA's service area.
		Advocate for improvements to the local and regional street networks that enhance transit operating speed and reliability
		Improve roadway safety for all users and support proposals to increase enforcement of traffic laws protecting pedestrians and bicyclists.
Environmental Stewardship and Advocacy	4) Enhance Public Transit's Role in Addressing Climate Change and Air Quality Issues	Support jurisdiction advocacy of transit supportive land-uses and transit-oriented development projects that seek to join sensible land-use connections with robust transit services. Support local and regional efforts to identify and eliminate barriers to mixed-use, affordable housing development near transit.
Strategic Partnerships and Regional Leadership	5) Leverage Support from and with Partners to Promote Mobility, Improve Service Productivity, and	Actively support and participate in the Regional Rail Advisory Group's efforts to advance BART to ACE.
		Continue to develop innovative partnerships with private transportation providers including taxi and transportation network companies to connect more people in the Tri-Valley to public transit.

	Enhance Regional Leadership	Support other members of the Cooperating Area Transit Systems group (suburban transit operators in Eastern Alameda County and Contra Costa County), if appropriate, and work together on regional programs of mutual interest.
		Work with businesses to support their plans to improve transit use among their employees.

## **AGENDA**

### **ITEM 8**

## EXECUTIVE DIRECTOR'S REPORT

February 2017

**1. Historic Depot Approved For Relocation and Renovation**

In January the Livermore City Council made the final approvals to relocate and renovate the Livermore Historic Train Depot to the LAVTA Transit Center in downtown Livermore. Staff expects that the relocation will occur in March.



**2. 100 Days Without Preventable Accident**

On January 29<sup>th</sup> Wheels Operators completed 100 days without a preventable accident. The 100 days represents over 500,000 miles travelled and over 400,000 passengers carried without a preventable accident. Research going back to 2002 shows that the transit agency's previous best effort was just over 60 days without a preventable accident.

**3. Marketing Manager Hired**

Mr. Tony McCaulay of Denver RTD has been hired as LAVTA's new Marketing Manager. Tony is skilled in public transit marketing and had a desire to be employed with LAVTA after reviewing LAVTA's bus system redesign and FY2017 Marketing Plan. Tony will start in early March.

**4. Legislation for Dublin SAV Testing Submitted**

LAVTA submitted legislation through Assembly Member Baker's office for the transit agency to test shared autonomous vehicles in Dublin. The legislation is now going through review and will be introduced in February.

**5. Go Dublin Promotion Activated**

During the month of January the Go Dublin promotion with rideshare companies Uber, Lyft and DeSoto Cabs was activated. KKIQ has been running ads on the promotion. Other promotions, including targeted social media ads and marketing/clubbing events at BART are set for February through the end of the promotion in June.



**6. Altamont Regional Rail Working Group Meetings**

New Working Group Executive Mr. Frank Wilson met with the Working Group in January. Future meetings are being held on a monthly basis. The February meeting will feature analysis by Mr. Wilson on a narrowed selection of alternatives to connecting BART and ACE in the Tri-Valley.

**7. 580X Promotion In January**

During the month of January LAVTA promoted the new 580X from downtown Livermore to BART through door hangers. Targeted social media and KKIQ radio ads will promote the service in February. Approximately 7 passengers per hour used the express service. The goal is 15 per hour.

Attachments

1. Management Action Plan w/Updates
2. Board Statistics December FY17

### 3. FY17 Upcoming Committee Items

# FY2017 Goals, Strategies and Projects

Last Updated – January 18, 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

<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 Range Transit Plan (Agency's 30 Year Plan)	<ul style="list-style-type: none"> <li>• Receive draft Long Range Plan from Nelson/Nygaard</li> <li>• Present final draft to Board</li> <li>• Approval</li> </ul>	DP	Projects/ Services	Sept 2017 Oct 2017 Nov 2017	→ ACTC Park & Ride study delayed until April. Need the study to move forward with LAVTA Long Range Plan. Also, creating scope of work for planning of SAVs into Wheels system, which will be an important component of the Long Range Plan	
Shared Autonomous Vehicle Study to Determine Where and How to Utilize SAVs in Wheels system.	<ul style="list-style-type: none"> <li>• Develop Scope of Work for study</li> <li>• Advertise RFP</li> <li>• Award contract for study</li> </ul>	DP	Projects/ Services	Jan 2017 Mar 2017 May 2017	→Doing initial research on elements of scope of work. Looks like we are first in nation to do this type of study.	

<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>
Follow-up Changes to COA Implementation	<ul style="list-style-type: none"> <li>Review ridership, passenger comments and on-time performance on a daily/weekly basis to determine issues that need to be resolved.</li> </ul>	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. <u>Changed 10R schedule Jan 14th, and 1 and 14 schedules in May to significantly improve OTP.</u>	
Comprehensive Paratransit Assessment	<ul style="list-style-type: none"> <li>Award of Contract</li> <li>Public Outreach #1</li> <li>Public Outreach #2</li> <li>Approval of Recommendations</li> </ul>	DP	Projects/ Services	Nov 2016  Apr 2017  Sept 2017  Jan 2018	→ RFP advertised. Interviews held in October. <u>MOU on partnership ratified by the Board in January. City awarded contract.</u>	X
Fare Study	<ul style="list-style-type: none"> <li>Draft Fare Study</li> <li>Public Hearing</li> <li>Board Approval</li> </ul>	DP		Mar 2017  Apr	→ Draft Fare Study complete. Expect F&A to review in March.	

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>
	<ul style="list-style-type: none"> <li>Implementation of Fare Changes</li> </ul>		Projects/ Services	2017 May 2017 July 2017		
Signalization Improvements And Three Queue Jumps On Dublin Blvd	<ul style="list-style-type: none"> <li>Award contract for signal control</li> <li>Award contract for queue jump</li> <li>Finish project</li> </ul>	DP	Projects/ Services	Jul 2016 Mar 2017 Jun 2017	→ MTC providing planning on project. LAVTA Board awarded contract for signal control to WPS in July. Three queue jumps out to bid.	X
Go Dublin Discount Program	<ul style="list-style-type: none"> <li>Get clearance from FTA</li> <li>Sign Agreements with providers</li> <li>Implement</li> </ul>	ED	Projects/ Services	Nov 2016 Dec 2016 Dec 2016	→ <u>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 cover 50% of cost of ride, up to \$5. Webpage is completed and soft start initiated. Hard start</u>	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:** 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"> <li>Speed up website</li> <li>Develop video library</li> <li>Revise homepage for quicker access to commuter info</li> </ul>	MKT MGR	Projects/ Services	<u>Jan 2017</u> Apr 2017 Apr 2017	→ Planeteria continuing to work on website to get page loading down to 2 seconds. Currently at 4 seconds. Commuter page being developed by SDG. Video library awaiting direction from new Marketing Manager.	
V2.0 of Timetables and Schedules With Route Changes	<ul style="list-style-type: none"> <li>Create second version of timetables and route changes to implement new rebranding and fix route issues from COA implementation</li> </ul>	MKT MGR	Projects/ Services	Jan 2017 Jun 2017	→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 out for print.	X
Phone App	<ul style="list-style-type: none"> <li>Advertise RFP/Contract Award</li> <li>Introduce Phone App to public</li> </ul>	DP	Projects/ Services	<u>Jun 2017</u> <u>Dec 2017</u>	→ Scope of Work being revised to take into account Park & Ride Study, SAV project and Go Dublin.	

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>
Wi-Fi Project	<ul style="list-style-type: none"> <li>• Install Wi-Fi on Rapid and Express buses</li> <li>• Introduce Wi-Fi to the public through media</li> </ul>	DP	Projects/ Services	Oct 2016 Feb 2017	→ Wi-Fi installed and working on all Rapid and Express buses. <u>Awaiting a sponsor to introduce formally to the public.</u>	X
Wayfinding at BART Stations	<ul style="list-style-type: none"> <li>• Plan new wayfinding signage</li> <li>• Install signage</li> </ul>	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"> <li>• Surveying and Focus Groups</li> <li>• Draft naming of services to Board</li> <li>• Approval final naming and rebranding</li> </ul>	MKT MGR	Projects/ Services	Jun 2016 Aug 2016 Mar 2017	→ Community survey done. Focus groups done. Additional community survey on narrow list of names done. P&S Committee and Board discussed. Revised names/logos before P&S in Nov. <u>Regrouping on his project to find greater creativity.</u>	X X
Individualized Marketing	<ul style="list-style-type: none"> <li>• Award Contract</li> <li>• Development of collateral</li> <li>• Public Outreach Campaign</li> <li>• Review of results</li> </ul>	MKT MGR	Projects/ Services	Oct 2016 Mar 2017 Aug 2017	→ SDG awarded contract. Kick-off meeting held to discuss project and partners. Meetings held with partners in Pleasanton. Final game plan set within project areas. Collateral being developed.	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>
				Oct 2017		
580X	<ul style="list-style-type: none"> <li>• Direct Mailing #1</li> <li>• Door Hangers</li> <li>• Banner</li> </ul>	MKT MGR	Projects/ Services	Sept 2016 Jan 2017 Jan 2017	→ Website slider and page created. Commuter coaches delivered. The first direct mailing was done. Goal is 15 rides per hour. Currently at 5. <u>Jan promotions started. Door hangers. Fare free for promotion. Banner at overpass last week of Jan. Nextdoor a focus of 580X.</u>	X
Relocated Rapid Shelters No Longer Served By Rapid	<ul style="list-style-type: none"> <li>• Engineering work</li> <li>• Award contract</li> <li>• Improvements to site</li> <li>• Relocation of shelters</li> </ul>	AS	Projects/ Services	Jan 2017 Apr 2017 May 2017 Jun 2017	→ Final relocation plan developed. Work to be performed with FTA grant. Awaiting final approval of plan by FTA before performing engineering work, construction/relocation of Rapid shelters.	
Dispose of Shelters Past Useful Life No Longer Served By Route	<ul style="list-style-type: none"> <li>• Identify shelters</li> <li>• Award Contract</li> <li>• Dispose of shelters</li> </ul>	AS	Projects/ Services	Dec 2016 Apr 2017 Jun 2017	→ Staff has identified shelters past useful life that need to be disposed. IFB being developed to remove shelters.	X
Remove Bus Stop Signage No Longer Served By Routes	<ul style="list-style-type: none"> <li>• Removal of bus stop signs by MV</li> </ul>	AS	Projects/ Services	Oct 2016	→ Currently 72 stops have temporary no service signs affixed too bus signs/pole. All signage has been removed.	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>
Relocate Shelters Not Past Useful Life That Are On Routes No Longer Served	<ul style="list-style-type: none"> <li>Identify shelters</li> <li>Identify new locations for shelters</li> <li>Make site improvements</li> <li>Relocate shelters</li> </ul>	AS	Projects/ Services	Sept 2016  Oct 2016  Apr 2017  Apr 2017	→ Shelters identified and relocation plan created. Currently, shelters have signage on them indicating that they are no longer served.	X  X
Replace Shelters Past Useful Life That Are On Current Routes	<ul style="list-style-type: none"> <li>Identify shelters</li> <li>Award contract</li> <li>Install</li> </ul>	AS	Projects/ Services	Nov 2016  Apr 2017  Jun 2017	→ Shelters being identified. Current plan in Livermore, where most shelters past useful life are located, is to replace them with metro style shelters to accommodate artwork.	X
Rehabilitate Rapid Benches (wood)	<ul style="list-style-type: none"> <li>Award contract</li> <li>Finish project</li> </ul>	AS	Projects/ Services	Apr 2017  Jun 2017	→There are more than 50 wood benches that need to be stained and clear coat applied. Working on bid specifications.	
Rehabilitate Rapid Shelters And Signage With Rust	<ul style="list-style-type: none"> <li>Award contract</li> <li>Finish Contract</li> </ul>	AS	Projects/ Services	<u>Apr 2017</u>  <u>Jun 2017</u>	→Correct rust issues on Rapid shelters and monument signage. This project moved into bid for other bus stop improvements.	

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>
Purchase and Install Light Kits	<ul style="list-style-type: none"> <li>Identify shelters in need of light kits</li> <li>Delivery of light kits</li> <li>Complete Installation of light kits</li> </ul>	AS	Projects/ Services	Nov 2016  Feb 2017  Apr 2017	→ <u>Procurement done. February delivery for a Feb and Mar install.</u>	X

**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"> <li>Assist ACTC in promoting the student passes</li> <li>Monitor effectiveness of the program and capacity issues</li> </ul>	DP	Projects/ Services	Ongoing  Ongoing	→ Approximately 100 passes sold. Staff to promote and bike on bus event at Livermore Middle School in late January.	
Las Positas College Student, Faculty, Staff Pass Program	<ul style="list-style-type: none"> <li>Relocate Rapid shelters</li> <li>Implement Pass</li> <li>Marketing campaign on campus</li> <li>Review analytics and create long-term purchase plan from college</li> </ul>	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. Currently at 85% achievement of goal. Marketing to date includes e-blasts, web slider/page, LPC web link, yard signs, ambassadors on campus weekly. <u>Staff to meet with LPC President Feb 1st to discuss long term strategy.</u>	X  X

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
Charter School Easy Pass Program	<ul style="list-style-type: none"> <li>High School Relocation</li> <li>Implementation of Pass</li> <li>Promotion by HS</li> <li>Review analytics and create long term funding plan</li> </ul>	MKT MGR	Projects/ Services	Sept 2016 Oct 2016 Ongoing Mar 2017	→ 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>Staff has a meeting with school in 4<sup>th</sup> week of January to talk about pass usage and schools plans moving forward.</u>	X X
Plan For TOD Project at Livermore Transit Center	<ul style="list-style-type: none"> <li>Tour of TC area by Projects and Services Committee</li> <li>Apply for planning grant jointly with City</li> </ul>	PM	Projects/ Services		→Project on hold due to work loads.	
Historic Train Depot Relocation at Livermore Transit Center	<ul style="list-style-type: none"> <li>City Award of Project</li> <li>Demo of TC Customers Service Buildings</li> <li>Finish Relocation/Renovation</li> </ul>	PM	Projects/ Services	Jan 2017 <u>Apr 2017</u> Feb 2018	→ FTA clearance given to demo current building. Amendment #1 to be considered by the Board in January. <u>Bids received by City. City Council to consider award of contract on 1/23.</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"> <li>Obtain a cost estimate for painting the shade structure and customer shelter</li> <li>Obtain cost estimate for replacement of furniture</li> <li>Bid Project</li> <li>Project Completion</li> </ul>	PM	Projects/ Services	<u>Feb 2017</u> <u>Feb 2017</u> Sept 2017 Jan 2018	→In project planning stages.	

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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**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"> <li>Hire Executive Consultant</li> <li>Strategic planning by Working Group</li> </ul>	ED	Projects/ Services	Dec 2016 <u>Feb 2017</u>	→ <u>Executive on board.</u> <u>Strategic planning initiated at Jan 11<sup>th</sup> meeting. To continue in February meeting</u>	X
2017 Legislative Plan	<ul style="list-style-type: none"> <li>Research on common issues within regional planning agencies and transit agencies</li> <li>Creation of 2017 Legislative Plan and review/approval by the Board and provide support for key legislation.</li> </ul>	Exec Dir	Finance/ Admin	<u>Feb 2017</u> Feb 2017	→ Research being done on emerging priorities at local, state and federal level. <u>2017 Legislative Plan to be considered by Board in February.</u>	
State Legislation to Approve SAV Project in Dublin	<ul style="list-style-type: none"> <li>Staff working with CCTA lobbyist to determine timing of legislation to allow SAV demonstration project in Dublin. Also, who will introduce legislation being discussed.</li> </ul>	Exec Dir	Finance/ Admin	<u>Feb 2017</u>	→ Entering into discussions with CCTA lobbyist. Legislation to allow testing of SAVs supported by MTC. <u>LAVTA to introduce legislation allowing testing in Dublin in Jan 2017. F&amp;A to review legislation in Jan.</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>
State Legislation to Approve Bus On Shoulder	<ul style="list-style-type: none"> <li>Staff working CTA and transit agencies in area on this legislation.</li> </ul>	Exec Dir	Finance/Admin	<u>Feb 2017</u>	→Discussions with MTC, CTA and others ongoing.	
<p><b>Goal: Organizational Effectiveness</b></p> <p><b>Strategies (those highlighted in bold indicate highest Board priority)</b></p> <ol style="list-style-type: none"> <li>Promote system wide continuous quality improvement initiatives</li> <li>Continue to expand the partnership with contract staff to strengthen teamwork and morale and enhance the quality of service</li> <li><b>Establish performance based metrics with action plans for improvement; monitor, improve, and report on-time performance and productivity</b></li> <li>HR development with focus on employee quality of life and strengthening of technical resources</li> <li>Enhance and improve organizational structures, processes and procedures to increase system effectiveness</li> <li>Develop policies that hold Board and staff accountable, providing clear direction through sound policy making decisions</li> </ol>						
<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"> <li>Staff setting up aggressive monitoring of key performance metrics: on-time performance, accidents and customer service.</li> </ul>	DP	Projects/Services	Ongoing	→ Daily and weekly meeting to discuss key metrics at staff level.	
MTM Contract Oversight	<ul style="list-style-type: none"> <li>Staff reviewing monthly statistics to ensure accuracy</li> <li>Staff working with contractor on seven focus areas to ensure only those using service are those eligible</li> </ul>	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"> <li>Create and Implement Monitoring Plan of Contract</li> <li>Provide updates to Board on key trends</li> </ul>	AS	Projects/Services	Oct 2016 Ongoing	→ Staff has begun meeting with MV weekly to monitor multiple elements of the contract.	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"> <li>Complete financial audit and all required reporting to Board, local, regional and state agencies.</li> </ul>	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"> <li>Perform demo of asphalt and construction of concrete in driving isle.</li> </ul>	PM	Projects/ Services	Apr 2017	→ Utilizing City concrete contract. Asphalt to be removed and construction completed in April of 2017. This project to tie in closely with Historic Depot Relocation project. Awaiting contract award by City to determine timing.	
Administrative Offices Asphalt and ADA Project	<ul style="list-style-type: none"> <li>Award Contract</li> <li>Finish Improvements</li> </ul>	PM	Projects/ Services	Jan 2017 Apr 2017	→ New contractor selected by LAVTA Board in November. Spring completion of improvements.	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"> <li>Acquire funding to begin project</li> <li>Acquire legislation to test SAVs.</li> <li>Purchase SAVs for testing.</li> </ul>	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, and is working on next steps. <u>LAVTA Board to receive a presentation on this project and next steps at Feb meeting.</u>	X
Replace Steam Bay Lift	<ul style="list-style-type: none"> <li>Quotes/Award of Project</li> <li>Complete install</li> </ul>	DA	Projects/ Services	Nov 2016 Feb 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. <u>Install scheduled for March</u>	X
2017 Gillig Bus Purchase (20 buses)	<ul style="list-style-type: none"> <li>Award contract for bus purchase</li> <li>Delivery of buses</li> </ul>	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

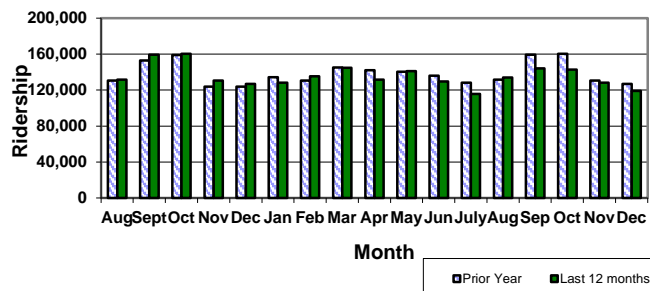
## Monthly Summary Statistics for Wheels

### December 2016

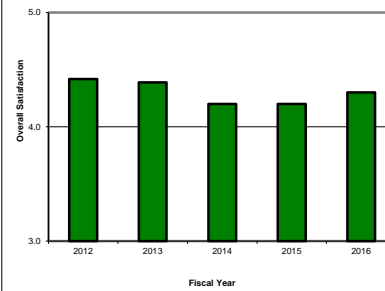
#### FIXED ROUTE

	December 2016			% change from one year ago		
Total Ridership FY 2017 To Date	784,014			-6.4%		
Total Ridership For Month	119,154			-6.0%		
Fully Allocated Cost per Passenger	\$8.92			5.2%		
	Weekday	Saturday	Sunday	Weekday	Saturday	Sunday
Average Daily Ridership	5,327	1,669	1,380	0.9%	-20.7%	10.8%
Passengers Per Hour	12.6	11.0	9.1	1.5%	-2.3%	-17.3%
	December 2016			% change from last month		
On Time Performance	81.2%			-0.4%		

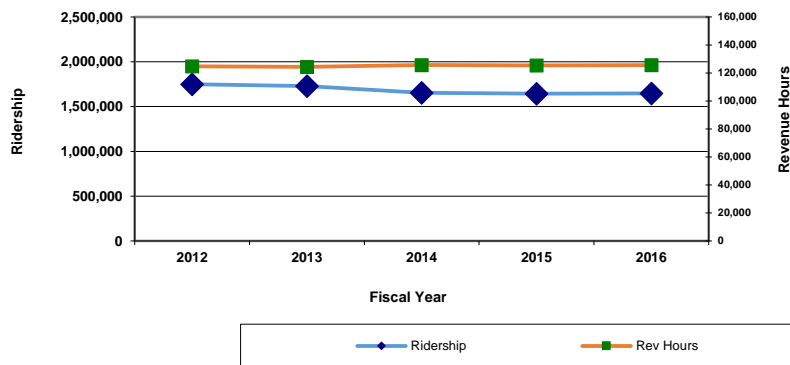
**Monthly Unlinked Boardings and Revenue Hours  
Last 24 Months**



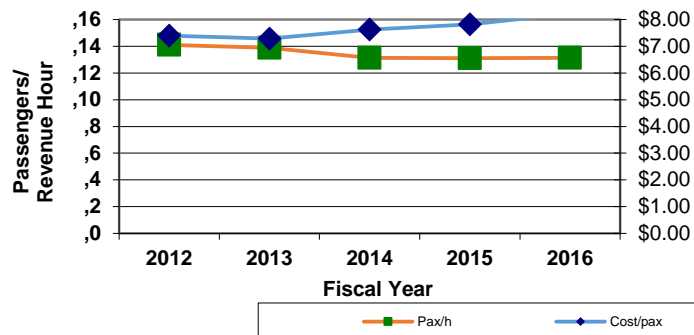
**Historical Customer Service  
Survey Results**



**Annual Unlinked Boardings and Revenue Hours  
FY2012-2016**



**Full Cost Per Passenger and Passenger Per Hour  
FY2012-2016**



# Monthly Summary Statistics for Wheels

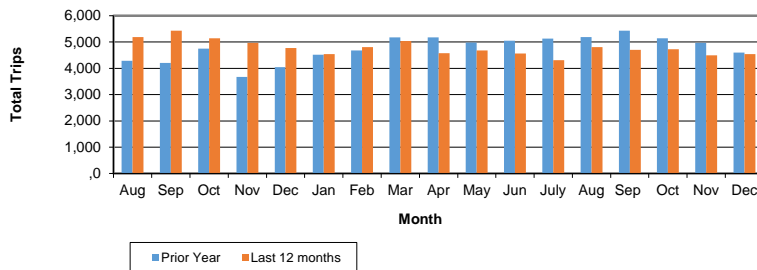
December 2016

## PARATRANSIT

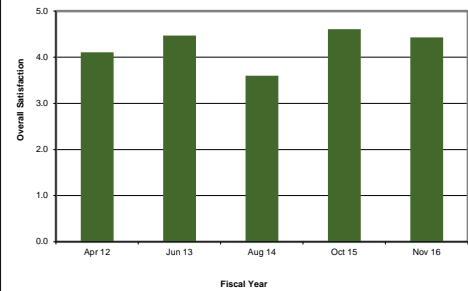
General Statistics	December 2016	% Change from last year	Year to Date
Total Monthly Passengers	4,538	-1.3%	27,582
Average Passengers Per Hour	2.00	25.0%	
On Time Performance	96.9%	-0.3%	
Cost per Trip	\$31.72	-2.4%	
Number of Paratransit Applications	43	-24.6%	251
Calls Answered in <1 Minute	83.07%	-6.8%	

Missed Services Summary	December 2016	Year to Date
1st Sanction - Phone Call	4	44
2nd Sanction - Written Letter	1	3
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

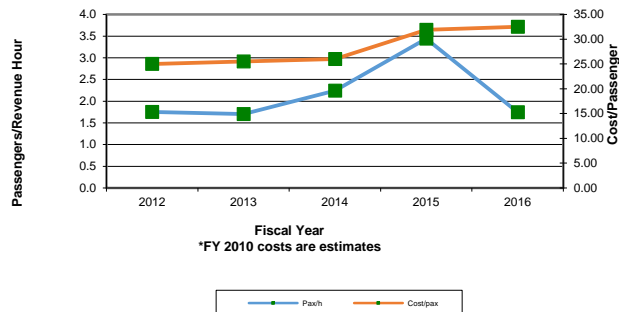
Paratransit Monthly Unlinked Boardings, Last 24 Months



Historical Customer Service Survey Results



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



## Monthly Summary Statistics for Wheels

**December 2016**

SAFETY								
ACCIDENT DATA	December 2016				Fiscal Year to Date			
	Fixed Route		Paratransit		Fixed Route		Paratransit	
Total	2		2		18		2	
Preventable	0		0		9		0	
Non-Preventable	2		2		9		2	
Physical Damage								
Major	0		0		0		0	
Minor	2		1		18		1	
Bodily Injury								
Yes	0		0		2		0	
No	2		2		16		2	
MONTHLY CLAIMS ACTIVITY	Totals							
Amount Paid								
This Month	\$9,687.63							
To Date This Fiscal Year	\$85,639.29							
Budget	\$100,000.00							
% Expended	86%							
CUSTOMER SERVICE - ADMINISTRATION								
CATEGORY	Number of Requests							
	December 2016		Year To Date					
Praise	0			3				
Bus Stop	2			18				
Incident	1			1				
Trip Planning	2			8				
Fares/Tickets/Passes	1			4				
Route/Schedule Planning	7			114				
Marketing/Website	3			24				
ADA	0			2				
TOTAL	16			174				
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	0	0	0	8	0	0	0	1
Safety	0	6	0	2	0	0	0	0
Driver/Dispatch Courtesy	1	3	1	3	0	0	0	0
Early	8	0	0	20	0	1	0	0
Late	4	1	0	59	0	0	1	2
No Show	2	0	1	17	0	1	0	0
Incident	0	0	0	1	0	0	0	0
Driver/Dispatch Training	0	0	0	6	0	0	0	1
Maintenance	0	2	0	4	0	0	0	0
Bypass	3	5	2	9	0	0	0	0
TOTAL	18	17	4	121	0	2	1	3
Valid Complaints								
Per 10,000 riders	1.51							
Per 1,000 riders					0.00			

## LAVTA COMMITTEE ITEMS - February 2017 - June 2017

### Finance & Administration Committee

#### February

	Action	Info
Minutes	X	
Treasurers Report	X	
Quarterly Budget & Grants Report		X

#### March

	Action	Info
Minutes	X	
Treasurers Report	X	

#### April

	Action	Info
Minutes	X	
Treasurers Report	X	
Funding Resolutions - TDA, STA, RM2, Measure B, BB	X	

#### May

	Action	Info
Minutes	X	
Treasurers Report	X	
Funding Resolutions - Prop 1B, TSGP	X	
Prelim Budget	X	
Quarterly Budget & Grants Report		X
Annual Org Review	X	

#### June

	Action	Info
Minutes	X	
Treasurers Report	X	
LAIF	X	
Budget - final	X	
Legal Contract	X	

## LAVTA COMMITTEE ITEMS - February 2017 - June 2017

### Projects & Services Committee

#### February

	Action	Info
Minutes	X	
Draft Fare Study Recommendations		X
Quarterly Operations		X
Quarterly Marketing		X

#### March

	Action	Info
Minutes	X	
Draft Fall 2017 Service Changes		X
Award of Phone App.	X	

#### April

	Action	Info
Minutes	X	
Draft Long Range Transit Plan		X
Final Fare Study Recommendations	X	
Final Fall 2017 Service Changes	X	
Tri-Valley Park-and-Ride Study		X

#### May

	Action	Info
Minutes	X	
Fall Service Changes	X	
Final Long Range Transit Plan	X	

#### June

	Action	Info
Minutes	X	
WAAC Appointments	X	
Marketing Work Plan	X	