

MINUTES OF THE JUNE 26, 2018
LAVTA FINANCE AND ADMINISTRATION COMMITTEE MEETING

1. Call to Order and Pledge of Allegiance

Committee Chair Bob Coomber called the meeting to order at 4:01pm.

2. Roll Call of Members

Members Present

Bob Coomber, Councilmember, City of Livermore
Jerry Pentin, Councilmember, City of Pleasanton
Janine Thalblum, Councilmember, City of Dublin

3. Meeting Open to Public

No Comments.

4. Minutes of the May 29, 2018 Meeting of the F&A Committee

Minutes are amended to correct Agenda Item 6 to state “Councilmember Jerry Pentin would like to know what makes up the overall budget increase of 12%”.

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

5. Treasurer’s Report for May 2018

The Finance and Administration Committee recommended submitting the attached May 2018 Treasurer’s Report to the Board for approval.

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

After the Treasurer’s Report for May 2018, Agenda Items 8 was moved up on the agenda for the convenience of the group in managing the balance of the meeting.

8. 2018 Audit of LAVTA's Financial Statements

Staff introduced Mr. Tim Cue of Maze and Associates, accountancy firm, to audit the financial statements for each fiscal year based on the Statement of Auditing Standards (SAS) No. 114 requirement and SAS No 99, by communicating with the Committee:

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

This is an information item for review and discussion.

6. Proposed Fare Policy Changes

Staff provided the Finance and Administration Committee a PowerPoint presentation on the proposed fare policy changes. The fare modifications would be the following:

- Eliminate transfers and replace with day pass.
- Eliminate 10-ride tickets and replace with a Youth Clipper Card fare at the same rate of \$1.60.
- Raise monthly senior/disabled pass price to 50% of the full-fare monthly pass. This would be a three year implementation period going up four dollars a year until it reaches 50% of the full fare monthly pass.
- Raise the paratransit fare to be double that of the fixed-route fare to \$4.00. This would be a two year implementation period going up \$0.25 each year to lessen the impact on riders.

For year one LAVTA's ridership impact is a loss of 51,000 rides (-3.1%) and revenue impact is a positive \$280,200 (+14.0%). LAVTA proposes three public hearings in Livermore, Pleasanton, and Dublin for public input. The public can also send public input by mail or email. When LAVTA receives all public input a final recommendation will come to the Board of Directors in October. The fare changes would be effective January 2019.

The item was discussed by the Finance and Administration Committee.

The Finance and Administration Committee forwarded the proposed fare policy changes to the Board for consideration, and recommends that the Board open the public comment period and direct staff to hold three public hearings, one each in Dublin, Pleasanton and Livermore in September 2018.

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

7. LAVTA Annual Salary Band Review

The Finance and Administration recommended forwarding the attached Resolution 20-2018 adjusting the rates of salary bands for LAVTA employees, to the Board for approval.

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

9. Approve the Purchase of Six Non-revenue Vehicles

The Finance and Administration recommended forwarding to the Board: (1) award a contract to Downtown Ford, Inc. through the State of California Contract for a total contract award of \$194,029.15; (2) authorize the Executive Director to sign the contract and issue; and (3) approve a 10% project contingency of \$19,402.92 to be used at the discretion of the Executive Director. Resolution 21-2018.

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

10. Preview of Upcoming F&A Committee Agenda Items

11. Matters Initiated by Committee Members

None.

12. Next Meeting Date is Scheduled for: July 24, 2018

13. Adjourn

Meeting adjourned at 4:42pm.