

## MINUTES OF THE JUNE 4, 2018 LAVTA BOARD MEETING

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

Meeting was called to order by Board Chair Karla Brown at 4:00pm

### **2. Roll Call of Members**

#### **Members Present**

David Haubert – Mayor, City of Dublin

Janine Thalblum – Councilmember, City of Dublin

Jerry Pentin – Councilmember, City of Pleasanton

Karla Brown – Councilmember, City of Pleasanton

Steven Spedowski – Councilmember, City of Livermore

Bob Coomber – Councilmember, City of Livermore

Scott Haggerty – Supervisor, County of Alameda

### **3. Meeting Open to Public**

Jonathan Steketee

Jonathan Steketee introduced Cheryl Wells to the Board of Directors as the permanent General Manager for MTM. Ms. Wells started on May 7, 2018 and received full training at the Saint Louis, Missouri Corporate Office. Jonathan Steketee will be coaching Ms. Wells until she is fully up to speed. The Board of Directors welcomed Cheryl Wells.

Robert S. Allen

Robert Allen provided the LAVTA Board of Directors a letter that was sent to the BART Board of Directors this morning. The letter requested that they vote again on extending BART to Isabel, but to eliminate the Maintenance Facility and that would save \$465 million.

### **4. May Wheels Accessible Advisory Committee Minutes Report**

Wheels Accessible Advisory Committee (WAAC) Vice Chair Amy Mauldin briefed the Board on the WAAC Committee meeting on May 2, 2018. Amy Mauldin informed that there was a 2018/2019 recruitment and they received ten membership applications. A large number of the membership applications were received from Livermore residents. The election of WAAC Chair and Vice Chair for 2018/2019 was also conducted at the May WAAC meeting. Herb Hasting was reappointed as Chair and Amy Mauldin was reappointed as Vice Chair positions. The WAAC also discussed the potential of renaming the WAAC Committee, since there have been suggestions that the current name is offensive. A possible name discussed was Tri-Valley Accessibility Advisory Committee (TVAAC) or to keep the existing name. There will be further discussions regarding the renaming of the WAAC Committee. DAR issues were discussed and Melany Henry stated that many of her clients like Parataxi. There was also a discussion regarding the Go Dublin availability for 2018/2019, since it is popular in Dublin and Connie mentioned seniors wanted it to stay in effect

### **5. Consent Agenda**

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

A. **Amended Minutes of the March 5, 2018 and Minutes of the May 7, 2018 Board of Directors meeting.**

B. **Treasurer’s Report for the month of April 2018**

The Board of Directors approved the April 2018 Treasurer’s Report.

C. **Rescind Contract Previously Awarded and Reject Sole Bid Received for LAVTA Rutan Maintenance Area Resurfacing Project #2018-06**

The Board of Directors approved Resolution 17-2018, rejecting the sole bid received in response to IFB #2018-06 for the LAVTA Rutan Maintenance Floor Resurfacing Project as non-responsive, rescinding the contract previously awarded to Raider Painting in November 2016 for an amount not to exceed \$194,950 that was not executed by Raider Painting, and directing staff to initiate an open-market procurement for the project in accordance with LAVTA’s Procurement Policy (Resolution 19-2006).

D. **Approval of Resolution Authorizing an Application for Lifeline Transportation Program Cycle 5 Funding**

The Board of Directors approved Resolution 16-2018 in support of a funding request to MTC for the Cycle 5 Lifeline Transportation Program for continued operations of Wheels Route 14 serving North Livermore.

E. **WAAC Appointments for FY19**

The Board of Directors considered Resolution 18-2018, ratifying the appointments to the Wheels Accessible Advisory Committee as follows:

Appointed on July 1, 2018 for a two year term ending in June 30, 2020

- Connie Mack, City of Dublin, Member
- Helen Buckholz, City of Dublin, Alternate
- Russ Riley, City of Livermore, Member
- Judith LaMarre, City of Livermore, Member
- Bob Chulata, City of Livermore, Alternate
- Herbert Hastings, County of Alameda, Member
- David Weir, County of Alameda, Alternate
- Melany Henry, Social Services, Member
- Raymond Figueroa, Social Services, Member
- Amy Mauldin, Social Services, Member

Appointed on July 1, 2018 for a one-year term ending June 30, 2019

- Sue Tuite, City of Pleasanton, Member

Approved: Haggerty/Haubert

Aye: Haubert, Pentin, Brown, Coomber, Haggerty, Spedowski, Thalblum

No: None

Abstain: None

Absent: None

**6. Manager of Customer Service & Contract Oversight and Director of Planning & Marketing Positions**

Executive Director Michael Tree provided the Board of Directors the Manager of Customer Service & Contract Oversight and Director of Planning & Marketing positions. Executive Director Michael Tree noted that this agenda item was brought to the Projects & Services and Finance & Administration Committees for discussion prior to the Board meeting. Executive Director Michael Tree informed that there is a Director of Planning and Operations vacancy and LAVTA has been advertising for this position for five months. Interviews were conducted for prospective Planning Directors. The person that scored the highest also had a lot of talent in marketing and is currently serving as the Marketing Manager. Executive Director Michael Tree recommended the current Marketing Manager Tony McCaulay serve as the Director of Planning and Marketing. Executive Director Michael Tree informed that the Director of Finance has historically overseen Customer Service and management has shared responsibilities in the organizations contract oversight. Executive Director Michael Tree also provided a recommendation to create a Manager of Customer Service and Contract Oversight that would assume the Customer Service responsibilities currently held by Director of Finance and take over the Contract Oversight within the agency.

The Board of Directors approved the new position of Manager of Customer Service and Contract Oversight and the position of Director of Planning and Marketing.

Approved: Spedowfski/Haubert

Aye: Haubert, Pentin, Brown, Coomber, Haggerty, Spedowfski, Thalblum

No: None

Abstain: None

Absent: None

**7. LAVTA's Operating & Capital Budget for FY 2019**

The Board of Directors approved the final Operating and Capital Budget for FY 2019. Resolution 15-2018.

Approved: Haggerty/Pentin

Aye: Haubert, Pentin, Brown, Coomber, Haggerty, Spedowfski, Thalblum

No: None

Abstain: None

Absent: None

**8. Dublin Student Transit Service Study and Recommendations**

Staff provided the Board of Directors the Dublin Student Transit Service Study and Recommendations. LAVTA received the draft report from Nelson\Nygaard Consulting Associates. Staff explained that the report is technically still a draft, but conclusive enough where LAVTA is ready to ask for the Boards approval for the short term recommendations. These short term recommendations would be implemented in conjunction when school starts this coming August. Staff briefly highlighted the recommendations for August by Route:

**FALL 2018 RECOMMENDED SUPPLEMENTAL SERVICE MODIFICATIONS**

Route	Description of change
501	Partially re-assign overflow capacity to new (additional) expedited trips Discontinue "early-bird" morning trip Move "late-bird" afternoon trip from 4p to 5p
502	Extend route to Jordan Ranch
503	Discontinue segments east of Wells Middle School Discontinue late afternoon trip
504	Add overflow capacity
Sweeper	Discontinue and replace with additional, expedited trips as part of #501

The Phase I changes will be cost neutral. Staff will bring Phase II elements back to the Board of Directors for approval at a future meeting.

Board Member Janine Thalblum requested that all information be disseminated to the schools in time, so families can make needed adjustments. Staff responded that prior to the Board meeting the information has been disseminated on the LAVTA website and staff will be in close contact with the schools regarding the information.

The Board of Directors approved the Phase I recommendations as outlined above, with a target implementation date of August 13, 2018.

Approved: Haubert/Haggerty

Aye: Haubert, Pentin, Brown, Coomber, Haggerty, Spedowfski, Thalblum

No: None

Abstain: None

Absent: None

## 9. Election of LAVTA Chair and Vice Chair

The Board nominated and elected a LAVTA Board Chair and Vice Chair for FY19 in accordance with the agency's bylaws.

A motion was made by Board Chair Karla Brown to select the following as the LAVTA Board Chair FY 2019:

Chair –Scott Haggerty

Approved: Brown/Spedowfski

Aye: Haubert, Pentin, Brown, Coomber, Haggerty, Spedowfski, Thalblum

No: None

Abstain: None

Absent: None

A motion was made by Board Chair Karla Brown to select the following as the LAVTA Board Vice Chair FY 2019:

Vice Chair – David Haubert

Approved: Brown/Spedowfski

Aye: Haubert, Pentin, Brown, Coomber, Haggerty, Spedowfski, Thalblum

No: None

Abstain: None

Absent: None

## **10. Management Action Plan**

Executive Director Michael Tree provided the Board of Directors the Management Action Plan. Executive Director Michael Tree informed the Board that when this meeting adjourns staff coordinated with the City of Livermore for a tour of the Historic Train Depot. The Historic Train Depot ribbon cutting will be in late July or early August. Executive Director Michael Tree also noted that on June 22, 2018 at 10am the Shared Autonomous Vehicle (SAV) kick-off event will take place at the BART station. Staff presented the SAV wrap that Husky Creative designed for the Board to review. Board Vice Chair Scott Haggerty requested a shamrock on the SAV. Staff responded that the City of Dublin logo is on the window with a shamrock. LAVTA is trying to come up with a name for this service type, because Wheels is the local bus service and Rapid is another type of service. Staff welcomed any ideas the Board may have for the service type name. Board Member Steven Spedowfski asked how long until LAVTA has an SAV on the road and will the kick-off event have a functioning SAV to ride in. Executive Director Michael Tree anticipates that the SAV will be available for a demo at the kick-off event. The City of Dublin received a grant for the signal upgrades within the testing area and Executive Director Michael Tree believes it is about a year away for those to be upgraded. In the meantime, the SAV will be tested at stop signs with very controlled circumstances. Board Chair Karla Brown requested that staff bring back a report to discuss the SAV name. Staff met with a technician from Easy Mile and what is needed in order to move it autonomously is a map of the Dublin side of BART station (west of LAVTA bus turn around), so they can map it digitally. LAVTA is still waiting on an encroachment permit from the City of Dublin and DMV licensing, since that is a requirement to move the SAV on a public road.

This was informational only.

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

Board Chair Karla Brown requested that LAVTA provide a staff report with a recommendation to the Board of Directors regarding Carmen Rivera-Hendrickson's being cut out of her seat belt.

## **12. Next Meeting Date is Scheduled for: July 2, 2018**

## **13. Adjournment**

Meeting adjourned at 4:42pm

## **MINUTES OF THE JUNE 4, 2018 LAVTA BOARD SPECIAL MEETING**

### **1. Call to Order**

Meeting was called to order by Board Chair Karla Brown at 5:00pm

### **2. Roll Call of Members**

#### **Members Present**

Jerry Pentin – Councilmember, City of Pleasanton  
Karla Brown – Councilmember, City of Pleasanton  
Steven Spedowfski – Councilmember, City of Livermore  
Bob Coomber – Councilmember, City of Livermore  
Scott Haggerty – Supervisor, County of Alameda

#### **Members Absent**

David Haubert – Mayor, City of Dublin  
Janine Thalblum – Councilmember, City of Dublin

### **3. Meeting Open to Public**

No Comments.

### **4. Historic Train Depot Tour**

Staff introduced Project Manager Rosy Ehlert who then proceeded to provide a tour of the Historic Train Depot. Project Manager Rosy Ehlert also provide further history of the building and answered any questions the Board of Directors had.

This was informational only.

### **5. Adjournment**

Meeting adjourned at 5:20pm