

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

BOARD OF DIRECTORS MEETING

DATE: April 2, 2018

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

TIME: 4:00pm

AGENDA

1. Call to Order and Pledge of Allegiance

2. Roll Call of Members

3. Meeting Open to Public

- Members of the audience may address the Board of Directors on any matter within the general subject matter jurisdiction of the LAVTA Board of Directors.
- Unless members of the audience submit speaker forms before the start of the meeting requesting to address the board on specific items on the agenda, all comments must be made during this item of business. Speaker cards are available at the entrance to the meeting room and should be submitted to the Board secretary.
- Public comments should not exceed three (3) minutes.
- Items are placed on the Agenda by the Chairman of the Board of Directors, the Executive Director, or by any three members of the Board of Directors. Agendas are published 72 hours prior to the meeting.
- No action may be taken on matters raised that are not on the Agenda.
- For the sake of brevity, all questions from the public, Board and Staff will be directed through the Chair.

4. March Wheels Accessible Advisory Committee Minutes Report

5. Consent Agenda

Recommend approval of all items on Consent Agenda as follows:

- A. **Minutes of the March 5, 2018 Board of Directors meeting.**
- B. **Treasurer's Report for the month of February 2018**

Recommendation: Staff recommends approval of the February 2018 Treasurer's Report.

- C. **Resolution Authorizing Investment of Livermore Amador Valley Transit Authority (LAVTA) Monies in the State of California Local Agency Investment Fund (LAIF)**

Recommendation: That the Board of Directors to adopt the attached Resolution 11-2018 reauthorizing investment of LAVTA monies in LAIF.

6. Management Action Plan

7. Matters Initiated by the Board of Directors

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

8. Next Meeting Date is Scheduled for: May 7, 2018

9. 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

3/30/2018

LAVTA, Administrative Assistant

Date

On request, the Livermore Amador Valley Transit Authority will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. A written request, including name of the person, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service should be sent at least seven (7) days before the meeting. Requests should be sent to:

*Executive Director
Livermore Amador Valley Transit Authority
1362 Rutan Court, Suite 100
Livermore, CA 94551
Fax: 925.443.1375
Email: frontdesk@lavta.org*

AGENDA

ITEM 4

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

WHEELS Accessible Advisory Committee

DATE: Wednesday, March 7, 2018

PLACE: Dublin Library- Program Room
200 Civic Plaza, Dublin, CA 94568

TIME: 1:00 p.m.

DRAFT MINUTES

1. Call to Order

The WAAC Chair Herb Hastings called the meeting to order at 1:02 pm.

Members Present:

Russ Riley	City of Livermore
Connie Mack	City of Dublin
Shawn Costello	City of Dublin
Sue Tuite	City of Pleasanton – Alternate
Herb Hastings	County of Alameda
Judy LaMarre	County of Alameda - Alternate
Amy Mauldin	Social Services Member
Raymond Figueroa	Social Services Member
Esther Waltz	PAPCO

Staff Present:

Michael Tree	LAVTA
Kadri Kulm	LAVTA
Tamara Edwards	LAVTA
Jonathan Steketee	MTM
Lindsay Bookhammer	MTM
Christian Pereira	MV Transit

Guests:

Jeff Jacobsen	Dial-A-Ride rider
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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)

WAAC held a 2-minute silence in memory of LAVTA board member Don Biddle, who recently passed away. Shawn Costello noted that the Dublin seat is now available.

Esther Waltz updated the committee that her husband Richard has been sick, but he is getting better.

3. Minutes of the January 3, 2018 meetings of the Committee

Approved.

Costello/Waltz

4. WAAC Recruitment for FY18/19

Staff informed the committee that the applications for the 2-year terms starting on July 2018 are due on April 20, 2018. There are nine current members/alternates whose terms are expiring, all of whom are encouraged to re-apply.

5. Paratransit Plan Submittal

Staff presented the draft Annual Program Submittal for ACTC Measure B and BB funding to the committee. The plan to ACTC is due March 23rd and the members are encouraged to submit any feedback they have to staff before the due date.

8. Dial-A-Ride Passenger Satisfaction Survey

Staff presented the results of the latest satisfaction survey, which was conducted in December 2017 and January 2018. This time around 257 surveys were completed (compared to 150 in 2016 and 100 in 2015), including 206 phone surveys and 51 online surveys. Previously only phone survey has been administered. The satisfaction scores have decreased when comparing them to the results the year prior, mostly in the on time aspect of the service.

Shawn Costello recommended that staff include a question "Do you feel safe in the vehicle as a wheelchair rider?" next time around. Staff is planning on incorporating Shawn's question.

9. FY 2017/18 2nd Quarter Operations Report

Staff informed the committee that the number of passengers, the number of total trips and on-time-performance have all decreased when comparing these figures to the same three months a year prior.

9. PAPCO Report

Esther presented...

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

Jeff Jacobson asked about the “Nite to Shine” event that took place on February 9th as several passengers’ rides were late. Jonathan Steketee said that during drop off to the event, the event did not have a coordinated parking plan and MTM’s drivers were stuck in about 45 min to an hour of standstill traffic getting into the event. The delay in being able to get into the event resulted in late pick ups for several riders. For departure from the event, clients all had staggered pick up times that were negotiated. However, none of the clients came out of the event at their scheduled times. Instead, clients came out in mass at the end of the event. MTM had drivers were standing by at the time of the pick ups, but, the event security would not allow the drivers to come in and find the clients. . When all the clients came out at the same time, MTM did not have capacity to pick up all the clients at the same time. However, we coordinated with the care givers, who took Uber instead of the rides. In the future, when large events like “Nite to Shine” occur, MTM will speak to the organizers and coordinate a pick up and drop off plan to ensure that clients arrive and depart in a timely manner.

Shawn Costello said that he does not like it when the reservations department is negotiating trip pick-up times and he can’t get the time he wants.

Sue Tuite said that not all drivers wear id badges. Jonathan and Kadri will follow up.

Herb Hastings said that he was on the phone for 20 minutes on Friday, March 2nd. Jonathan Steketee provided the group with the reservations line call hold statistics and said that last Friday was bad because their scheduling system crashed causing also a delay on phone pick-ups. Herb recommended that the reservations call could be directed to MTM’s Livermore staff after a five or so minutes of holding. Jonathan to look into it to see how feasible that would be. Herb also mentioned that the driver who came to pick him up on the day of the meeting was new and was waiting at the wrong side of the street.

Judy LaMarre said that the driver was half way down the street for her pick up on the day of the meeting. Jonathan Steketee replied that the pick-up details can be put into the scheduling software so that the scheduler/dispatchers/drivers can see them.

9. Fixed Route Issues – Suggestions for Changes

Judy LaMarre stated that she missed the route 14 going toward BART on Sunday, March 4th at 10:56am. Staff said there was a marathon in Livermore on that day, which affected the bus service. Judy added that on March 6th the route 14 didn't want to stop. She would also like to see more seating at the bus stops.

Shawn Costello mentioned he "caught the back bumper" on R30 and didn't make it to the bus.

Esther Waltz said that some R buses have a charger for the phone, but some do not. Christian Pereira noted that they have commissioned the new 2017 buses and the older version buses are coming off the roads.

Herb Hastings said that his transit app showed routes 30R and 10 simultaneously at the Dublin Civic Center stop, which is not correct because 10 is not supposed to be there. Staff is following up with the IT department. Shawn also asked about the bus stop at the mall, which has a non-working sign. Staff said that this stop sign is solar-powered and often in the tree shade, which is why it's not always working. A possible solution would be hardwiring the sign, but need to talk to the mall owner first.

10. Adjournment

The meeting adjourned at 2:31pm. The next meeting is May 2nd at 3:30pm at the Dublin Library Program Room.

AGENDA

ITEM 5 A

MINUTES OF THE MARCH 5, 2018 LAVTA BOARD MEETING

1. Call to Order and Pledge of Allegiance

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

Councilmember Karla Brown requested a moment of silence for Vice Mayor Don Biddle.

2. Roll Call of Members

Members Present

David Haubert – Mayor, City of Dublin

Jerry Pentin – Vice Mayor, City of Pleasanton

Karla Brown – Councilmember, City of Pleasanton

Steven Spedowski – Councilmember, City of Livermore

Members Absent

Bob Coomber – Councilmember, City of Livermore

Scott Haggerty – Supervisor, County of Alameda

3. Meeting Open to Public

Robert S. Allen

Robert Allen stated that the BART Board is reviewing the BART to Livermore project on Thursday, March 8, 2018. Robert Allen noted that there are many defects in their 28 page document and he sent in comments. One request is regarding the first phase for BART to expand the Airway Park-and-Ride and to start iiBART. Robert Allen's iiBART is a shuttle bus from Airway Park-and-Ride, Livermore Airport, and to the BART Dublin/Pleasanton station. Robert Allen will be taking this request to BART on Thursday and he stated it would be less expensive. Robert Allen does not look at the bus as an alternative to BART, but rather a preliminary option.

4. Consent Agenda

Recommend approval of all items on Consent Agenda as follows:

A. Minutes of the February 5, 2018 Board of Directors meeting.

B. Treasurer's Report for the month of January 2018

The Board of Directors approved the January 2018 Treasurer's Report.

C. Summer 2018 Summer School Service Accommodation

The Board of Directors approved Resolution 05-2018 Summer 2018 Summer School Service Accommodation to:

- Operate Wheels routes #501 and #502 during the DUSD 2018 summer school program, and
- Direct students to the regular Wheels route 10R for the PUSD 2018 summer

school program.

D. Contract Award for Individualized Marketing Services

The Board of Directors approved the award of a contract for purchase of individualized marketing services to Steer Davies Gleave in the amount of \$129,950 for the option year of the contract. Additionally staff requests a 10% contingency for the project and authorization for the Executive Director to execute the contract. Resolution 07-2018

E. Resolution in Support of Application for FY 17-18 funding through the State Low Carbon Transit Operations Program (LCTOP)

The Board of Directors approved Resolution 09-2018 in support of an allocation request to Caltrans for the Low Carbon Transit Operations Program (LCTOP) toward the future purchase of four zero-emission battery-electric replacement buses in FY 2022. This resolution is required to request allocations for this funding from Caltrans.

Approved: Spedowfski/Pentin

Aye: Haubert, Pentin, Brown, Spedowfski

No: None

Absent: Haggerty, Coomber

5. Fixed-Route Operations and Maintenance Contract

Staff provided a PowerPoint presentation regarding the recommendation to award the Fixed-Route Operations and Maintenance Contract to MV Transportation. The current Operations and Maintenance contract with MV Transportation expires on June 30, 2018. The Collective bargaining agreement (CBA) with Teamsters Local 70 is enforce through June 30, 2020 and was amended in November 2017 to raise wages for entry-level drivers. The new Operations and Maintenance Contract will be a three year based term with LAVTA holding four additional one-year options commencing on July 1, 2018. LAVTA issued an RFP on October 20, 2017. A pre-proposal meeting was held on November 6, 2017 and five firms participated. Proposals were due on January 5, 2018 and LAVTA received three proposals. An evaluation panel that had direct experience with all three proposers reviewed and ranked the written proposals and interviews were then conducted in late January 2018 and proposals were re-ranked based on the interview. LAVTA's obligation is for the initial 3 year term that totals \$31 million to MV transportation. Staff summarized the feedback provided by the Projects and Services and Finance and Administration Committees. Under the new contract, LAVTA staff will review its contract management to align better with the agency's strategic goals. Staff will return with an interim review of the contractor's performance after the first two years of the contract.

Councilmember Karla Brown asked if the proposers provided referrals from other transit organizations or customer service rankings from past contracts for staff to review. Staff responded that due to the scores being close the second ranked firm (Ride Right) did not have any fixed route contracts of LAVTA's size and complexity, so staff did reach out to the references (particularly one nearby agency) that were provided in the proposal. However, LAVTA did not receive a response back from the reference they provided. Staff informed that in regards to the customer service rankings the three proposer included information on employee retention/incentive programs to promote positive employee morale. Councilmember Karla Brown requested that Executive Director Michael Tree in the future include referrals of other

transit organizations and customer service rankings into the proposal process for making a decision on a contract. Councilmember Karla Brown also noted that these documents should be public record and they should not be difficult for proposers to share the information with LAVTA. Staff responded that LAVTA conducted due diligence in background research about the firms proposing and regarding what their customer service impressions are in other locations, including the management teams.

The Board of Directors approved to award the Operations and Maintenance (O&M) Contract for fixed-route bus service to MV Transportation for a period of three base years commencing on July 1, 2018, with LAVTA holding four additional one-year options. Resolution 06-2018.

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

6. Contract Award for LAVTA On-Call Bus Shelter Installation, Removal, and Related Services

Staff provided the contract award for LAVTA On-Call Bus Shelter Installation, Removal, and Related Service to the Projects and Services Committee. Staff explained that post the Comprehensive Operations Analysis (COA) route realignment meant there were shelters remaining at stops that were no longer being served with fixed-route. The scope of work was determined beyond LAVTA's operations and maintenance routine maintenance contract. There is not a specific amount budgeted to this contract, as the work is task order-based. This contract would be good for one year with two one-year optional extensions. The approved FY 17-18 Agency Budget provides for up to \$163,658 for this type of work. LAVTA decided to release a Request for Proposal (RFP) for on-call bus shelter installation, removal, and related services. LAVTA received one proposal from Hammercraft Construction and Development Inc.

The Board of Directors authorized the Executive Director to execute a one-year contract with two one-year options with Hammercraft Construction and Development for on-call bus shelter installation, removal, and related services. Resolution 08-2018.

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

7. Farebox Upgrade

Staff provided the farebox upgrade report to the Board of Directors. Staff informed that 20 of LAVTA's buses currently have a Sealed Power Corporation (SPX) cash fare collection system (Cents-A-Bill) that are now obsolete and the manufacturer is no longer supporting them. When LAVTA procured the 40 new buses in 2016 and 2017 they came retrofitted with SPX FastFare units and now LAVTA would like to upgrade the 20 remaining buses with these units. Additional benefits of replacing the obsolete fareboxes with FastFare units include: Integration with the AVL system, bill validators, transfers issued directly from the farebox, the capability to read contactless cards and dispense day passes. In May 2017 the Project and Services Committee received an informational staff report regarding Fare Policy items for discussion.

The FastFare units have more capabilities that will enable the agency to fully implement any Fare Policies that were previously discussed. This project was included in the FY 2018 budget funded by 80% FTA funds and 20% local TDA funds. The total budget is \$399,051.35 and consists of the contract award amount of \$365,487.35 for all materials necessary, labor to install, shipping and tax and a 10% project contingency of \$ 33,564.00.

The Board of Directors authorized the Executive Director to execute an Agreement between LAVTA and Sealed Power Corporation to replace obsolete fareboxes on 20 LAVTA-owned buses.

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

8. Executive Director's Report

Executive Director Michael Tree provided the Board of Directors the Executive Director's Report. Executive Director Michael Tree noted that fixed route ridership is up 6.2% from one year ago and 17.8% for the month of January. Paratransit ridership in January is down 4.8%, due to many factors, including applicant screening, ride negotiations, and driver shortages. On-time performance was 80.4% in January. Executive Director Michael Tree and Interim General Manager Jonathan Steketee are having ongoing management discussions regarding driver shortages. There is progress being made with adding additional drivers and increasing on-time performance back up into the 90% range.

Executive Director Michael Tree pointed out that there are several ongoing studies: Comprehensive Paratransit Assessment, Dublin Student Transit Service Study, and Go Dublin. The Board of Directors will receive a recommendation at the May meeting regarding the Dublin Student Transit Service Study and implementation in August 2018. The Go Dublin Study results will be provided to the Board in April, possibly May, to discuss whether or not the Board would like to continue Go Dublin into the new fiscal year. The Go Dublin Project has been carrying between 1,500-1,800 rides a month and the subsidy is about \$2.80 versus fixed-route subsidy around \$ 15.00 per ride. The Fare Study will be brought to the Board in April for discussion and action in May, so that it could be implemented in the new fiscal year.

Executive Director Michael Tree informed the Board of Directors that the rebranded buses are being introduced into service. LAVTA is working on a story with the East Bay Times and local newspapers to introduce the new Wheels look and innovation at the agency. LAVTA is also planning to have the new wheels bus at upcoming community events.

Executive Director Michael Tree is still recruiting for a successful Director of Planning and Operations.

Legal Counsel Michael Conneran added that he attended the APTA Legal Affairs Conference with other transit lawyers and FTA staff that discussed transit problems regarding driver shortages. Legal Counsel Michael Conneran informed that the Ventura transit system attorney explained that when they advertise for drivers they advertise for customer service representatives from the retail profession.

9. Matters Initiated by the Board of Directors

None.

10. Next Meeting Date is Scheduled for: April 2, 2018

11. Adjournment

Meeting adjourned at 4:38pm

AGENDA

ITEM 5 B

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Treasurer's Report for February 2018

FROM: Tamara Edwards, Finance and Grants Manager

DATE: April 2, 2018

Action Requested

Review and approve the LAVTA Treasurer's Report for February 2018.

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 February 1, 2018	\$10,887,754.23
Payments made	\$2,160,503.38
Deposits made	\$1,056,883.90
Ending balance February 28, 2018	\$9,784,134.75

Farebox account activity (106):

Beginning balance February 1, 2018	\$102,886.87
Deposits made	\$61,947.10
Ending balance February 28, 2018	\$164,833.97

LAIF investment account activity (135):

Beginning balance February 1, 2018	\$664,104.04
Ending balance February 28, 2018	\$664,104.04

Operating Expenditures Summary:

As this is the eighth 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 66.66%. The agency is at 56.81% overall.

Operating Revenues Summary:

While expenses are at 56.81%, revenues are at 73.6%, providing for a healthy cash flow.

Recommendation

Staff requests that the Board of Directors approve the February 2018 Treasurer's.

Attachments:

1. February 2018 Treasurer's Report

Approved by: _____

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
BALANCE SHEET
FOR THE PERIOD ENDING:
February 28, 2018**

ASSETS:

101 PETTY CASH	200	
102 TICKET SALES CHANGE	240	
105 CASH - GENERAL CHECKING	9,784,135	
106 CASH - FIXED ROUTE ACCOUNT	164,834	
107 Clipper Cash	710,818	
120 ACCOUNTS RECEIVABLE	1,603,264	
135 INVESTMENTS - LAIF	664,104	
150 PREPAID EXPENSES	(6,094)	
160 OPEB ASSET	536,342	
165 DEFFERED OUTFLOW-Pension Related	380,844	
170 INVESTMENTS HELD AT CALTIP	0	
111 NET PROPERTY COSTS	57,730,810	
TOTAL ASSETS		71,569,497

LIABILITIES:

205 ACCOUNTS PAYABLE	316,459	
211 PRE-PAID REVENUE	1,904,019	
21101 Clipper to be distributed	462,881	
22000 FEDERAL INCOME TAXES PAYABLE	34	
22010 STATE INCOME TAX	(10)	
22020 FICA MEDICARE	(57)	
22050 PERS HEALTH PAYABLE	0	
22040 PERS RETIREMENT PAYABLE	(331)	
22030 SDI TAXES PAYABLE	0	
22070 AMERICAN FIDELITY INSURANCE PAYABLE	1,826	
22090 WORKERS' COMPENSATION PAYABLE	2,373	
22100 PERS-457	0	
22110 Direct Deposit Clearing	0	
23101 Net Pension Liability	886,251	
23104 Deferred Inflow- Pension Related	79,607	
23103 INSURANCE CLAIMS PAYABLE	75,125	
23102 UNEMPLOYMENT RESERVE	8,300	
TOTAL LIABILITIES		3,736,479

FUND BALANCE:

301 FUND RESERVE	(4,812,531)	
304 GRANTS, DONATIONS, PAID-IN CAPITAL	70,519,984	
30401 SALE OF BUSES & EQUIPMENT	55,390	
FUND BALANCE	2,070,174	
TOTAL FUND BALANCE		67,833,018
TOTAL LIABILITIES & FUND BALANCE		71,569,497

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
REVENUE REPORT
FOR THE PERIOD ENDING:
February 28, 2018**

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
4010100	Fixed Route Passenger Fares	1,473,687	129,651	940,897	532,790	63.8%
4020000	Business Park Revenues	203,170	16,931	101,585	101,585	50.0%
4020500	Special Contract Fares	399,028	44,152	231,387	167,641	58.0%
4020500	Special Contract Fares - Paratransit	42,000	4,321	22,603	19,397	53.8%
4010200	Paratransit Passenger Fares	203,000	14,215	109,236	93,764	53.8%
4060100	Concessions	50,972	3,214	18,080	32,892	35.5%
4060300	Advertising Revenue	90,000	0	95,000	(5,000)	105.6%
4070400	Miscellaneous Revenue-Interest	6,000	0	3,819	2,181	63.7%
4070300	Non transportation revenue	56,400	6,792	43,170	13,230	100.0%
4090100	Local Transportation revenue (TFCA RTE B	479,000	0	0	479,000	100.0%
4099100	TDA Article 4.0 - Fixed Route	9,778,570	0	9,778,570	-	100.0%
4099500	TDA Article 4.0-BART	98,995	8,800	62,702	36,293	63.3%
4099200	TDA Article 4.5 - Paratransit	133,864	13,010	97,891	35,973	73.1%
4099600	Bridge Toll- RM2, RM1	913,836	145,209	290,418	623,418	31.8%
4110100	STA Funds-Paratransit	56,773	0	14,193	42,580	25.0%
4110500	STA Funds- Fixed Route BART	591,679	295,838	295,838	295,841	50.0%
4110100	STA Funds-pop	592,225	0	296,112	296,113	50.0%
4110100	STA Funds- rev	173,758	173,758	173,758	-	100.0%
4110100	STA Funds- Lifeline	-	0	0	-	#DIV/0!
4130000	FTA Section 5307 Preventative Maint.	444,777	0	0	444,777	100.0%
4130000	FTA Section 5307 ADA Paratransit	342,169	0	0	342,169	0.0%
4130000	FTA TPI	104,000	0	0	104,000	100.0%
4130000	FTA JARC and NF	-	0	421	(421)	#DIV/0!
4130000	FTA 5311	-	0	0	-	#DIV/0!
4640500	Measure B Gap		0	0	-	100.0%
4640500	Measure B Express Bus	100,000	0	0	100,000	100.0%
4640100	Measure B Paratransit Funds-Fixed Route	905,892	0	417,689	488,203	46.1%
4640100	Measure B Paratransit Funds-Paratransit	170,441	0	133,649	36,792	78.4%
4640200	Measure BB Paratransit Funds-Fixed Route	670,032	0	250,885	419,147	37.4%
4640200	Measure BB Paratransit Funds-Paratransit	285,657	0	130,435	155,222	45.7%
TOTAL REVENUE		18,365,925	855,891	13,508,338	4,857,587	73.6%

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
OPERATING EXPENDITURES
FOR THE PERIOD ENDING:
February 28, 2018**

		BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
501 02	Salaries and Wages	\$1,362,014	\$106,473	\$901,252	\$460,762	66.17%
502 00	Personnel Benefits	\$942,989	\$16,536	\$461,695	\$481,294	48.96%
503 00	Professional Services	\$936,878	\$37,580	\$241,764	\$695,114	25.81%
503 05	Non-Vehicle Maintenance	\$636,214	\$46,785	\$338,411	\$296,370	53.19%
503 99	Communications	\$9,500	\$98	\$1,111	\$8,356	11.70%
504 01	Fuel and Lubricants	\$1,174,700	\$114,673	\$502,120	\$672,580	42.74%
504 03	Non contracted vehicle maintenance	\$19,550	\$0	\$250	\$19,300	1.28%
504 99	Office/Operating Supplies	\$28,700	\$1,866	\$48,305	(\$19,605)	168.31%
504 99	Printing	\$54,500	\$1,697	\$11,186	\$43,314	20.53%
505 00	Utilities	\$276,000	\$89,858	\$191,947	\$84,053	69.55%
506 00	Insurance	\$637,238	\$875	\$466,406	\$170,832	73.19%
507 99	Taxes and Fees	\$302,000	\$13,804	\$52,910	\$249,090	17.52%
508 01	Purchased Transportation Fixed Route	\$9,338,719	\$756,886	\$5,993,669	\$3,359,303	64.18%
2-508 02	Purchased Transportation Paratransit	\$1,994,500	\$132,417	\$1,088,416	\$906,084	54.57%
508 03	Purchased Transportation WOD	\$75,000	\$3,733	\$17,592	\$57,408	23.46%
509 00	Miscellaneous	\$434,323	\$12,066	\$53,350	\$380,973	12.28%
509 02	Professional Development	\$38,100	\$5,374	\$15,794	\$22,307	41.45%
509 08	Advertising	\$95,000	\$11,216	\$41,663	\$53,337	43.86%
TOTAL		\$18,355,925	\$1,351,934	\$10,427,842	\$7,940,871	56.81%

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 1 of 2)
FOR THE PERIOD ENDING:
February 28, 2018

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
REVENUE DETAILS						
4090594	TDA (office and facility equip)	100,000	0	0	100,000	0.00%
4090194	TDA Shop repairs and replacement	85,000	0	0	85,000	0.00%
4091794	Bus stop improvements	212,461	0	0	212,461	0.00%
4092394	TDA Bus replacement	2,738,770	0	2,180,508	558,262	79.62%
4090994	TDA IT Upgrades and Replacements	35,000	0	0	35,000	0.00%
4090794	TDA Transit Center Improvements	273,493	0	0	273,493	0.00%
409??94	TDA (Transit Capital)	100,000	0	0	100,000	0.00%
4092094	TDA (Major component rehab)	30,000	0	0	30,000	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	175,000	0	0	175,000	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	0	535,578	0.00%
4091701	CTC CIP Shelters	1,600,000	0	0	1,600,000	0.00%
409xx01	TVTC TSP	1,140,000	0	0	1,140,000	0.00%
4111700	PTMISEA Shelters and Stops	117,539	0	0	117,539	0.00%
41124	Prob 1B Security upgrades	36,696	0	0	36,696	0.00%
41114	Prop 1B Wifi	36,696	0	0	36,696	0.00%
41107	PTMISEA Transit Center Improvements	126,507	0	0	126,507	0.00%
41105	PTMISEA Office improvements	177,390	0	0	177,390	0.00%
41308	TPI	504,564	235,316	235,316	269,248	46.64%
41315	FTA Farebox upgrade	398,242	0	0	398,242	0.00%
41304	FTA BRT	300,000	24,214	24,214	275,786	8.07%
41303	FTA non revenue vehicle upgrade	367,200	0	0	367,200	0.00%
41323	FTA Bus replacements	12,312,300	0	11,586,267	726,033	94.10%
TOTAL REVENUE		21,724,994	259,530	14,026,305	7,698,689	64.56%

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 2 of 2)
FOR THE PERIOD ENDING:
February 28, 2018

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
EXPENDITURE DETAILS						
CAPITAL PROGRAM - COST CENTER 07						
5550107	Shop Repairs and replacement	85,000	0	84,020	980	98.85%
5550207	New MOA Facility (Satelite Facility)	-	0	0	0	#DIV/0!
5550307	Non revenue vehicle replacement	512,000	0	0	512,000	0.00%
5550407	BRT	-	2,094	16,436	(16,436)	#DIV/0!
5550507	Office and Facility Equipment	277,390	245	51,843	225,547	18.69%
5550607	511 Integration	-	0	0	0	#DIV/0!
	TSP upgrade	1,140,000	0	0	1,140,000	0.00%
5550807	Dublin TPI project	570,564	56,982	376,998	193,566	66.07%
5550907	IT Upgrades and replacement	35,000	0	5,071	29,929	14.49%
5551007	Transit Center Upgrades and Improvements	400,000	0	0	400,000	0.00%
5551207	Doolan Tower upgrade	10,000	0	0	10,000	0.00%
5551407	Wifi	36,696	0	0	36,696	0.00%
5551507	Farebox upgrade	500,000	0	0	500,000	0.00%
5551707	Bus Shelters and Stops	2,230,000	0	0	2,230,000	0.00%
5552007	Major component rehab	30,000	0	6,201	23,799	20.67%
5552107	Rebranding bus wrap	175,000	0	0	175,000	0.00%
5552307	Bus replacement	15,586,648	842,627	14,535,688	1,050,960	93.26%
5552407	Security upgrades	36,696	0	0	36,696	0.00%
555??07	Transit Capital	100,000	0	14,384	85,616	14.38%
TOTAL CAPITAL EXPENDITURES		21,724,994	901,948	15,090,641	6,634,353	69.46%
FUND BALANCE (CAPITAL)		0.00	(642,418)	(1,064,336)		
FUND BALANCE (CAPTIAL & OPERATING)		0.00	(1,136,827)	2,028,947		

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

www.treasurer.ca.gov/pmia-laif/laif.asp
March 14, 2018

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

February 2018 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	667,915.57
Total Withdrawal:	0.00	Ending Balance:	667,915.57

REPORT.: Mar 07 18 Wednesday
 RUN....: Mar 07 18 Time: 12:53
 Run By.: Daniel Zepeda

LAVTA
 Month End Cash Disbursements Report
 Report for 02-18 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
02-18	H8129	02/09/18	MTM01 (MEDICAL TRANSPORTATION MANAG		6,506.50	.00	6,506.50	MTM01, MTM-112101 1/9-1/
	H8130	02/09/18	PAC02 (PACIFIC GAS AND ELECTRIC)		624.58	.00	624.58	PAC02, 7264840356-5, RAPI
	H8131	02/09/18	PAC02 (PACIFIC GAS AND ELECTRIC)		5,666.62	.00	5,666.62	PAC02, 5809326332-3, MOA
	H8132	02/09/18	PAC02 (PACIFIC GAS AND ELECTRIC)		2,313.24	.00	2,313.24	PAC02, 6062256368-6, ATLA
	H8133	02/09/18	CAL04 (CALIFORNIA WATER SERVICE)		72.42	.00	72.42	CAL04, 0198655555, BUS WA
	H8134	02/09/18	CAL04 (CALIFORNIA WATER SERVICE)		51.71	.00	51.71	CAL04, 2575555555, TC FIR
	H8135	02/09/18	CAL04 (CALIFORNIA WATER SERVICE)		68.95	.00	68.95	CAL04, 4755555555, MOA FI
	H8136	02/09/18	CAL04 (CALIFORNIA WATER SERVICE)		68.95	.00	68.95	CAL04, 5755555555, CONTRA
	H8137	02/09/18	CAL04 (CALIFORNIA WATER SERVICE)		86.23	.00	86.23	CAL04, 3616555555, TC WAT
	H8138	02/09/18	CAL04 (CALIFORNIA WATER SERVICE)		342.30	.00	342.30	CAL04, 4616555555, TC IRR
	H8139	02/09/18	CAL04 (CALIFORNIA WATER SERVICE)		463.48	.00	463.48	CAL04, 9098655555, MOA WA
	H8140	02/02/18	PER01 (PERS)		3,817.10	.00	3,817.10	PER01, PERS NEW CONTRIBUT
	H8141	02/02/18	PER04 (CALPERS RETIREMENT SYSTEM)		688.06	.00	688.06	PER04, PERS 457 CONTRIBUT
	H8142	02/02/18	PER01 (PERS)		3,125.06	.00	3,125.06	PER01, PERS CLASSIC CONTR
	H8143	02/02/18	EFT01 (ELECTRONIC FUND TRANSFERS)		7,590.54	.00	7,590.54	EFT01, FEDERAL TAXES 1/13
	H8144	02/02/18	EMP01 (EMPLOYMENT DEVEL DEPT)		2,688.96	.00	2,688.96	EMP01, STATE TAXES 1/13-1
	H8145	02/02/18	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		37,041.80	.00	37,041.80	DIR02, PR DIRECT DEPOSIT
	H8146	02/01/18	EFT01 (ELECTRONIC FUND TRANSFERS)		56.40	.00	56.40	EFT01, 2017 4TH QTR FEDER
	H8147	02/09/18	PAC01 (AT&T)		32.95	.00	32.95	PAC01,ACCT #232-351-6260,
	H8148	02/09/18	PAC01 (AT&T)		350.55	.00	350.55	PAC01,ACCT #436-951-0106,
	H8149	02/09/18	PAC01 (AT&T)		161.94	.00	161.94	PAC01,ACCT #925-243-9029,
	H8150	02/09/18	MTM01 (MEDICAL TRANSPORTATION MANAG		109,685.42	.00	109,685.42	MTM01, DEC-17 MONTHLY SER
	H8151	02/09/18	MVT01 (MV TRANSPORTATION, INC.)		347,235.80	.00	347,235.80	MVT01, 80956, FEB-18 1ST
	H8152	02/09/18	MVT01 (MV TRANSPORTATION, INC.)		48,376.87	.00	48,376.87	MVT01, DEC-17 FIXED ROUTE
	H8153	02/09/18	YEA01 (JENNIFER YEAMANS)		136.63	.00	136.63	YEA01, JAN-18 EXPENSE REI
	H8154	02/09/18	WEG01 (CHRISTY WEGENER)		98.10	.00	98.10	WEG01, JAN-18 TRAVEL REIM
	H8155	02/01/18	MER01 (MERCHANT SERVICES)		139.58	.00	139.58	MER01, JAN-18 MOA CC FEES
	H8156	02/01/18	MER01 (MERCHANT SERVICES)		108.53	.00	108.53	MER01, JAN-18 TC CC FEES
	H8157	02/09/18	AME06 (AMERICAN FIDELITY ASSURANCE		1,404.00	.00	1,404.00	AME06, JAN-18 FLEXIBLE SP
	H8158	02/09/18	MVT01 (MV TRANSPORTATION, INC.)		6,614.16	.00	6,614.16	MVT01, 81182, CLPC01690A9
	H8159	02/28/18	MVT01 (MV TRANSPORTATION, INC.)		347,235.80	.00	347,235.80	MVT01, 80960, FEB-18 2ND
	H8160	02/23/18	MUT01 (MUTUAL OF OMAHA)		1,045.67	.00	1,045.67	MUT01, MAR-18 LIFE & LTD
	H8161	02/23/18	VSP01 (VSP)		559.88	.00	559.88	VSP01, FEB-18 VISION INSU
	H8162	02/23/18	DEL05 (ALLIED ADMIN/DELTA DENTAL)		2,294.02	.00	2,294.02	DEL05, MAR-18 DENTAL INSU
	H8163	02/16/18	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		40,232.45	.00	40,232.45	DIR02, PR DIRECT DEPOSIT
	H8164	02/16/18	PER01 (PERS)		3,801.11	.00	3,801.11	PER01, PERS NEW CONTRIBUT
	H8165	02/16/18	PER01 (PERS)		3,094.78	.00	3,094.78	PER01, PERS CLASSIC CONTR
	H8166	02/23/18	PER04 (CALPERS RETIREMENT SYSTEM)		688.20	.00	688.20	PER04, PERS 457 CONTRIBUT
	H8167	02/16/18	EMP01 (EMPLOYMENT DEVEL DEPT)		3,035.62	.00	3,035.62	EMP01, STATE TAXES 1/27-2
	H8168	02/16/18	EFT01 (ELECTRONIC FUND TRANSFERS)		7,627.59	.00	7,627.59	EFT01, FEDERAL TAXES 1/27
	H8169	02/23/18	TAX32 (SUE TSANG)		199.75	.00	199.75	TAX32, PARATAXI REIMBURSE
	H8170	02/23/18	NEL01 (NELSON\NYGAARD CONSULTING AS		2,357.23	.00	2,357.23	NEL01, 71530, JAN-18 DUBL
	H8171	02/23/18	SHE05 (SHELL)		36.66	.00	36.66	SHE05, FEB-18 STATEMENT
	H8172	02/23/18	STA13 (STAPLES CREDIT PLAN)		163.82	.00	163.82	STA13, FEB-18 STATEMENT
	H8173	02/23/18	TRE01 (MICHAEL TREE)		90.45	.00	90.45	TRE01, OCT-17 EXPENSE REI
	H8174	02/23/18	NAV01 (CHRISTY NAVARRO)		296.00	.00	296.00	NAV01, 2/25-2/28/18 PER D
	H8175	02/23/18	TAX72 (JUSTIN HART)		187.85	.00	187.85	TAX72, PARATAXI REIMBURSE
	H8176	02/23/18	TX161 (JYOTSNA MEHTA)		147.48	.00	147.48	TX161, PARATAXI REIMBURSE
	H8177	02/23/18	TX137 (HIMATLAL R MEHTA)		45.48	.00	45.48	TX137, PARATAXI REIMBURSE
	H8178	02/23/18	TAX07 (ASMA SYEDA)		24.65	.00	24.65	TAX07, PARATAXI REIMBURSE
	H8179	02/23/18	TX123 (OLGA PRINZ)		136.43	.00	136.43	TX123, PARATAXI REIMBURSE
	H8180	02/23/18	TAX67 (CHRISTEL RAGER)		191.25	.00	191.25	TAX67, PARATAXI REIMBURSE
	H8181	02/23/18	TX113 (RODGER RAGER)		57.80	.00	57.80	TX113, PARATAXI REIMBURSE
	H8182	02/28/18	BAN03 (BANKCARD CENTER)		5,083.72	.00	5,083.72	BAN03, OCT-17 CC STATEMEN
	H8183	02/23/18	TAX91 (VIVIAN MARIE MILLER)		121.13	.00	121.13	TAX91, PARATAXI REIMBURSE
	H8185	02/28/18	BAN03 (BANKCARD CENTER)		23,331.48	.00	23,331.48	BAN03, NOV-17 CC STATEMEN
	H8186	02/28/18	CIT07 (CITY OF LIVERMORE - WATER)		36.53	.00	36.53	CIT07, 138431-00, ATLANTI
	H8187	02/28/18	CIT07 (CITY OF LIVERMORE - WATER)		124.57	.00	124.57	CIT07, 139388-00, BUS WAS
	H8188	02/28/18	PAC02 (PACIFIC GAS AND ELECTRIC)		102.69	.00	102.69	PAC02, 7649646868-7, DOOL
	020395	02/13/18	A&M01 (LEO LAM INC)		380.50	.00	380.50	Automatic Generated Check
	020396	02/13/18	AIM01 (AIM TO PLEASE JANITORIAL SER		4,915.02	.00	4,915.02	Automatic Generated Check
	020397	02/13/18	ATT03 (AT&T)		963.20	.00	963.20	Automatic Generated Check
	020398	02/13/18	AVT01 (AMADOR VALLEY INDUSTRIES)		367.77	.00	367.77	Automatic Generated Check
	020399	02/13/18	BAY02 (BAY AREA AIR QUALITY)		572.00	.00	572.00	Automatic Generated Check
	020400	02/13/18	CAL13 (CALIFORNIA TRANSIT)		2,621.51	.00	2,621.51	Automatic Generated Check
	020401	02/13/18	DAY02 (DAY & NIGHT PEST CONTROL)		218.00	.00	218.00	Automatic Generated Check
	020402	02/13/18	DSA01 (D.S. STEPHENS & ASSOCIATES)		600.00	.00	600.00	Automatic Generated Check
	020403	02/13/18	EJW01 (E.J. WARD INC)		436.04	.00	436.04	Automatic Generated Check
	020404	02/13/18	EME01 (EMERALD LANDSCAPE CO INC)		5,396.00	.00	5,396.00	Automatic Generated Check
	020405	02/13/18	GIL01 (GILLIG LLC)		842,627.24	.00	842,627.24	Automatic Generated Check
	020406	02/13/18	GRA02 (GRANADA HIGH SCHOOL-ART DEPT		350.00	.00	350.00	Automatic Generated Check
	020407	02/13/18	HAN01 (HANSON BRIDGETT MARCUS)		13,008.00	.00	13,008.00	Automatic Generated Check
	020408	02/13/18	KKI01 (ALPHA MEDIA LLC)		7,000.00	.00	7,000.00	Automatic Generated Check
	020409	02/13/18	LAN01 (LANDSCAPE FORMS INC)		3,818.30	.00	3,818.30	Automatic Generated Check
	020410	02/13/18	LIV10 (LIVERMORE SANITATION INC)		2,315.68	.00	2,315.68	Automatic Generated Check
	020411	02/13/18	MET01 (METROPOLITAN TRANSPORT-)		11,615.17	.00	11,615.17	Automatic Generated Check
	020412	02/13/18	OFF01 (OFFICE DEPOT)		121.02	.00	121.02	Automatic Generated Check
	020413	02/13/18	PAC11 (PACIFIC ENVIROMENTAL SERV)		240.00	.00	240.00	Automatic Generated Check
	020414	02/13/18	PLA02 (PLANETERIA MEDIA LLC)		325.00	.00	325.00	Automatic Generated Check
	020415	02/13/18	PRO03 (PROFESSIONAL PLASTICS INC)		780.05	.00	780.05	Automatic Generated Check
	020416	02/13/18	SCF01 (SC FUELS)		37,673.50	.00	37,673.50	Automatic Generated Check
	020417	02/13/18	SHA02 (SHAMROCK OFFICE SOLUTIONS)		13.75	.00	13.75	Automatic Generated Check
	020418	02/13/18	SPR01 (SPRINTER CTP, INC)		974.51	.00	974.51	Automatic Generated Check
	020419	02/13/18	STF01 (ST. FRANCIS ELECTRIC)		56,982.00	.00	56,982.00	Automatic Generated Check
	020420	02/13/18	TEL01 (TPx COMMUNICATIONS)		1,959.54	.00	1,959.54	Automatic Generated Check
	020421	02/23/18	VOID (Voided Check)		.00	.00	.00	Automatic Generated Check
	020422	02/23/18	VOID (Voided Check)		.00	.00	.00	Automatic Generated Check
	020423	02/23/18	CAS01 (LAVTA)		172.78	.00	172.78	Automatic Generated Check
	020424	02/23/18	CIT06 (CITY OF LIVERMORE SEWER)		77.72	.00	77.72	Automatic Generated Check
	020425	02/23/18	D&D02 (D & D WATER TREATMENT)		648.50	.00	648.50	Automatic Generated Check
	020426	02/23/18	DIR01 (DIRECT TV)		918.57	.00	918.57	Automatic Generated Check

REPORT.: Mar 07 18 Wednesday
RUN.....: Mar 07 18 Time: 12:53
Run By.: Daniel Zepeda

LAVTA
Month End Cash Disbursements Report
Report for 02-18 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
02-18	020427	02/23/18	EBR01 (EBRCSA)		73,700.00	.00	73,700.00	Automatic Generated Check
	020428	02/23/18	EJW01 (E.J. WARD INC)		143.03	.00	143.03	Automatic Generated Check
	020429	02/23/18	FED01 (FedEx)		9.24	.00	9.24	Automatic Generated Check
	020430	02/23/18	FEH01 (FEHR & PEERS)		1,183.88	.00	1,183.88	Automatic Generated Check
	020431	02/23/18	JIM01 (JIM'S GLASS)		506.90	.00	506.90	Automatic Generated Check
	020432	02/23/18	MAK01 (MAKAI SOLUTIONS)		425.00	.00	425.00	Automatic Generated Check
	020433	02/23/18	OFF01 (OFFICE DEPOT)		104.90	.00	104.90	Automatic Generated Check
	020434	02/23/18	PLA02 (PLANETERIA MEDIA LLC)		325.00	.00	325.00	Automatic Generated Check
	020435	02/23/18	PLE05 (PLEASANTON, CITY OF)		14,674.26	.00	14,674.26	Automatic Generated Check
	020436	02/23/18	SCF01 (SC FUELS)		34,750.15	.00	34,750.15	Automatic Generated Check
	020437	02/23/18	SLE01 (SLEC INC.)		1,430.12	.00	1,430.12	Automatic Generated Check
	020438	02/23/18	SOLO1 (SOLUTIONS FOR TRANSIT)		2,083.33	.00	2,083.33	Automatic Generated Check
	020439	02/23/18	TEN03 (TENNANT SALES AND SERVICE)		472.44	.00	472.44	Automatic Generated Check
	020440	02/23/18	TX129 (CATHERINE OGLE)		17.00	.00	17.00	Automatic Generated Check
	020441	02/23/18	TX133 (SAROJA IYER)		168.11	.00	168.11	Automatic Generated Check
	020442	02/23/18	TX162 (SANDRA LANGLOTZ)		336.55	.00	336.55	Automatic Generated Check
	020443	02/23/18	ULI01 (ULINE)		780.15	.00	780.15	Automatic Generated Check
	020447	02/23/18	AMP01 (AMP PRINTING INC.)		2,951.26	.00	2,951.26	Automatic Generated Check
	020448	02/23/18	ATT02 (AT&T)		383.17	.00	383.17	Automatic Generated Check
Total for Bank Account 105 ----->					2,160,503.38	.00	2,160,503.38	
Grand Total of all Bank Accounts ----->					2,160,503.38	.00	2,160,503.38	

✓ Checks # 020444 - 020446
misprinted

REPORT.: Mar 07 18 Wednesday
 RUN....: Mar 07 18 Time: 12:52
 Run By.: Daniel Zepeda

LAVTA
 Month End Payable Activity Report
 Report for 02-18

PAGE: 001
 ID #: PY-AC
 CTL.: WHE

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
02-18	A&M01 (LEO LAM INC)	143391	01/25/18	02/24/18	A	380.50	A&M01, 143391, PO #6560 REGIONAL RAIL BROCHU
02-18	AIM01 (AIM TO PLEASE JANITORIAL SE28-DEC-17 29-JAN-18)		12/27/17 02/06/18	01/26/18 03/08/18	A A	2915.02 2000.00	AIM01, DEC-17 MONTHLY JANITORIAL SERVICE AIM01, JAN-18 MONTHLY JANITORIAL SERVICE
		Vendor's Total ----->				4915.02	
02-18	AME06 (AMERICAN FIDELITY ASSURANCE FSA01-18H		02/05/18	03/07/18	A	1404.00	AME06, JAN-18 FLEXIBLE SPENDING ACCT
02-18	AMP01 (AMP PRINTING INC.)	76752	02/09/18	03/11/18	A	2951.26	AMP01, 76752, PO #6568 BUS SHELTER INSERTS
02-18	ATT02 (AT&T)	10938461	02/13/18	03/15/18	A	383.17	ATT02, 10938461, PAYER #9391035694 1/13-2/12
02-18	ATT03 (AT&T)	949601402	01/19/18	02/18/18	A	963.20	ATT03, 7949601402, JAN-18 INTERNET PRI
02-18	AVI01 (AMADOR VALLEY INDUSTRIES)	668244	01/31/18	03/02/18	A	367.77	AVI01, 668244, JAN-18 GARBAGE PICK UP SERVIC
02-18	BAN03 (BANKCARD CENTER)	NOV-2017H OCT-2017H	12/06/17 11/06/17	01/05/18 12/06/17	A A	23331.48 5083.72	BAN03, NOV-17 CC STATEMENT BAN03, OCT-17 CC STATEMENT
		Vendor's Total ----->				28415.20	
02-18	BAY02 (BAY AREA AIR QUALITY)	4CP85	01/31/18	03/02/18	A	572.00	BAY02, 4CP85, PERMIT TO OPERATE & TOXIC THRU
02-18	CAL04 (CALIFORNIA WATER SERVICE)	198011818H 257013018H 361013118H 461013118H 475013018H 575013018H 909011818H	01/18/18 01/30/18 01/31/18 01/31/18 01/30/18 01/30/18 01/18/18	02/17/18 03/01/18 03/02/18 03/02/18 03/01/18 03/01/18 02/17/18	A A A A A A A	72.42 51.71 86.23 342.30 68.95 68.95 463.48	CAL04, 0198655555, BUS WASH 12/16-1/17/18 CAL04, 2575555555, TC FIRE 2/1-2/28/18 CAL04, 3616555555, TC WATER 12/29-1/30/18 CAL04, 4616555555, TC IRRG. 12/29-1/30/18 CAL04, 4755555555, MOA FIRE 2/1-2/28/18 CAL04, 5755555555, CONTRACTOR FIRE 2/1-2/28/18 CAL04, 9098655555, MOA WATER 12/16-1/17/18
		Vendor's Total ----->				1154.04	
02-18	CAL13 (CALIFORNIA TRANSIT)	312018JAN	02/07/18	03/09/18	A	2621.51	CAL13, 31-2018-JAN, JAN-18 INSURANCE CLAIMS
02-18	CAS01 (LAVTA)	2-22-18	02/22/18	03/24/18	A	172.78	CAS01, 2/22/18 PETTY CASH REIMBURSE
02-18	CIT06 (CITY OF LIVERMORE SEWER)	TC021318	02/13/18	03/15/18	A	77.72	CIT06, 133389-00, TRANSIT CENTER 1/9-2/13/18
02-18	CIT07 (CITY OF LIVERMORE - WATER)	388020618H 431020618H	02/06/18 02/06/18	03/08/18 03/08/18	A A	124.57 36.53	CIT07, 139388-00, BUS WASH 1/2-2/6/18 CIT07, 138431-00, ATLANTIS IRRG. 1/2-2/6/18
		Vendor's Total ----->				161.10	
02-18	D&D02 (D & D WATER TREATMENT)	773	02/09/18	03/11/18	A	648.50	D&D02, 773, PO #6591 BUS WASH ANNUAL SERVICE
02-18	DAY02 (DAY & NIGHT PEST CONTROL)	131240	01/25/18	02/24/18	A	218.00	DAY02, 131240, 1/25/18 RUTAN SERVICE
02-18	DEL05 (ALLIED ADMIN/DELTA DENTAL)	MAR-2018H	02/05/18	03/07/18	A	2294.02	DEL05, MAR-18 DENTAL INSURANCE
02-18	DIR01 (DIRECT TV)	507570348	02/11/18	03/13/18	A	918.57	DIR01, 33507570348, 02/2018-01/2019 ANNUAL S
02-18	DIR02 (DIRECT DEPOSIT OF PAYROLL C	20180126H 20180209H	02/02/18 02/16/18	03/04/18 03/18/18	A A	37041.80 40232.45	DIR02, PR DIRECT DEPOSIT 1/13-1/26/18 DIR02, PR DIRECT DEPOSIT 1/27-2/9/18
		Vendor's Total ----->				77274.25	
02-18	DSA01 (D.S. STEPHENS & ASSOCIATES)	6-FEB-18	02/06/18	03/08/18	A	600.00	DSA01, 6-FEB-18, PO #6583 SPECIAL INVESTIGATI
02-18	EBR01 (EBRCSA)	201800044	11/15/17	12/15/17	A	73700.00	EBR01, 201800044, PO #6592 FY18 RADIO MAINT
02-18	EFT01 (ELECTRONIC FUND TRANFERS)	20171231H 20180126H 20180209H	01/31/18 02/02/18 02/16/18	03/02/18 03/04/18 03/18/18	A A A	56.40 7590.54 7627.59	EFT01, 2017 4TH QTR FEDERAL TAXES EFT01, FEDERAL TAXES 1/13-1/26/18 EFT01, FEDERAL TAXES 1/27-2/9/18
		Vendor's Total ----->				15274.53	

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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
02-18	EJW01 (E.J. WARD INC)	0062166IN	01/30/18	03/01/18	A	436.04	EJW01, 0062166-IN, PO #6549 FUEL TERMINAL PA
		0062299IN	02/05/18	03/07/18	A	143.03	EJW01, 0062299-IN, PO #6587 FUEL TERMINAL KE
		Vendor's Total ----->				579.07	
02-18	EME01 (EMERALD LANDSCAPE CO INC)	308068	02/01/18	03/03/18	A	1226.00	EME01, 308068, FEB-18 LANDSCAPING SERVICES
		308551	01/31/18	03/02/18	A	1170.00	EME01, 308551, PO #6558 TREE CARE 2017-TRANS
		308552	01/31/18	03/02/18	A	1290.00	EME01, 308552, PO #6559 TREE CARE 2017-ATLAN
		308553	01/31/18	03/02/18	A	1710.00	EME01, 308553, PO #6557 TREE CARE 2017-RUTAN
		Vendor's Total ----->				5396.00	
02-18	EMP01 (EMPLOYMENT DEVEL DEPT)	20180126H	02/02/18	03/04/18	A	2688.96	EMP01, STATE TAXES 1/13-1/26/18
		20180209H	02/16/18	03/18/18	A	3035.62	EMP01, STATE TAXES 1/27-2/9/18
		Vendor's Total ----->				5724.58	
02-18	FED01 (FedEx)	609037961	02/16/18	03/18/18	A	9.24	FED01, 6-090-37961, FEB-18 STATEMENT
02-18	FEH01 (FEHR & PEERS)	120549	02/14/18	03/16/18	A	1183.88	FEH01, 120549, RFP 2017-15 GO DUBLIN 12/30-1
02-18	GIL01 (GILLIG LLC)	62359	10/11/17	11/10/17	A	842627.24	GIL01, 62359, BUS #1711 40' ELECTRIC HYBRID
02-18	GRA02 (GRANADA HIGH SCHOOL-ART DEP2018MURAL		02/07/18	03/09/18	A	350.00	GRA02, 2018 ART MURAL SHELTER PROJECT SUPPLI
02-18	HAN01 (HANSON BRIDGETT MARCUS)	1204912	12/29/17	01/28/18	A	3888.50	HAN01, 1204912, NOV-17 CONTRACT LEGAL FEES
		1204913	12/29/17	01/28/18	A	4034.50	HAN01, 1204913, NOV-17 LABOR & PERSONNEL LEG
		1204914	12/29/17	01/28/18	A	5085.00	HAN01, 1204914, NOV-17 ADMIN LEGAL FEES
		Vendor's Total ----->				13008.00	
02-18	JIM01 (JIM'S GLASS)	40397	02/16/18	03/18/18	A	506.90	JIM01, 40397, PO #6555 RAPID STOP PANEL REPL
02-18	KKI01 (ALPHA MEDIA LLC)	180188489	01/21/18	02/20/18	A	4000.00	KKI01, CC-1180188489, 1/1-1/21/18 RADIO ADS
		180188628	01/31/18	03/02/18	A	3000.00	KKI01, IN-1180188628, 1/1-1/31/18 TARGETED A
		Vendor's Total ----->				7000.00	
02-18	LAN01 (LANDSCAPE FORMS INC)	100097	01/24/18	02/23/18	A	3818.30	LAN01, 100097, PO #6542 REPAIRS O RAPID STOP
02-18	LIV10 (LIVERMORE SANITATION INC)	957378	01/31/18	03/02/18	A	2315.68	LIV10, 957378, JAN-18 GARBAGE SERVICES
02-18	MAK01 (MAKAI SOLUTIONS)	629	02/12/18	03/14/18	A	425.00	MAK01, 629, PO #6578 ANNUAL LIFT SAFETY INSP
02-18	MER01 (MERCHANT SERVICES)	TC013118H	02/01/18	03/03/18	A	108.53	MER01, JAN-18 TC CC FEES
		MOA013118H	02/01/18	03/03/18	A	139.58	MER01, JAN-18 MOA CC FEES
		Vendor's Total ----->				248.11	
02-18	MET01 (METROPOLITAN TRANSPORT-)	AR016484	01/31/18	03/02/18	A	11615.17	MER01, AR016484, DEC-17 CLIPPER FEES
02-18	MTM01 (MEDICAL TRANSPORTATION MANA DEC-2017H		01/09/18	02/08/18	A	109685.42	MTM01, DEC-17 MONTHLY SERVICE
		MTM112101H	02/01/18	03/03/18	A	6506.50	MTM01, MTM-112101 1/9-1/31/18
		Vendor's Total ----->				116191.92	
02-18	MUT01 (MUTUAL OF OMAHA)	MAR-2018H	02/13/18	03/15/18	A	1045.67	MUT01, MAR-18 LIFE & LTD INSURANCE
02-18	MVT01 (MV TRANSPORTATION, INC.)	80956H	02/02/18	03/04/18	A	347235.80	MVT01, 80956, FEB-18 1ST INSTALL PAYMENT
		80960H	02/02/18	03/04/18	A	347235.80	MVT01, 80960, FEB-18 2ND INSTALL PAYMENT
		81182H	02/05/18	03/07/18	A	6614.16	MVT01, 81182, CLPC01690A9 UNIT #314 DOL 7/19
		DEC-2017 H	01/04/18	02/03/18	A	48376.87	MVT01, DEC-17 FIXED ROUTE SERVICE
		Vendor's Total ----->				749462.63	
02-18	NAV01 (CHRISTY NAVARRO)	2-25-18PRH	02/22/18	03/24/18	A	296.00	NAV01, 2/25-2/28/18 PER DIEM-APTA MARKETING
02-18	NEL01 (NELSON\NYGAARD CONSULTING A	71530H	02/21/18	03/23/18	A	2357.23	NEL01, 71530, JAN-18 DUBLIN TRANSIT SERVICE
02-18	OFF01 (OFFICE DEPOT)	303723001	02/09/18	03/11/18	A	104.90	OFF01, 106303723001, 2/8/18 OFFICE SUPPLIES

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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
02-18	OFF01 (OFFICE DEPOT)	939635001	02/02/18	03/04/18	A	121.02	OFF01, 103939635001, 2/1/18 OFFICE SUPPLIES
		Vendor's Total ----->				225.92	
02-18	PAC01 (AT&T)	ATT010718H	01/07/18	02/06/18	A	32.95	PAC01,ACCT #232-351-6260, CONTRACTOR FIRE 1/
		ATT011118H	01/11/18	02/10/18	A	350.55	PAC01,ACCT #436-951-0106, ATLANTIS T1 1/11-2
		ATT011318H	01/13/18	02/12/18	A	161.94	PAC01,ACCT #925-243-9029, ATLANTIS ALARM 1/1
		Vendor's Total ----->				545.44	
02-18	PAC02 (PACIFIC GAS AND ELECTRIC)	580013018H	01/30/18	03/01/18	A	5666.62	PAC02, 5809326332-3, MOA ELECTRIC 12/29-1/29
		606012818H	01/28/18	02/27/18	A	2313.24	PAC02, 6062256368-6, ATLANTIS 12/28-1/26/18
		726011918H	01/19/18	02/18/18	A	624.58	PAC02, 7264840356-5, RAPID BUS STOPS 12/20-1
		764020918H	02/09/18	03/11/18	A	102.69	PAC02, 7649646868-7, DOOLAN TWR 1/10-2/8/18
		Vendor's Total ----->				8707.13	
02-18	PAC11 (PACIFIC ENVIROMENTAL SERV)	1303	02/06/18	03/08/18	A	120.00	PAC11, 1303, JAN-18 RUTAN MONTHLY SERVICE
		1304	02/06/18	03/08/18	A	120.00	PAC11, 1304, JAN-18 ATLANTIS MONTHLY SERVICE
		Vendor's Total ----->				240.00	
02-18	PER01 (PERS)	20180126CH	02/02/18	03/04/18	A	3125.06	PER01, PERS CLASSIC CONTRIBUTION 1/13-1/26/1
		20180126NH	02/02/18	03/04/18	A	3817.10	PER01, PERS NEW CONTRIBUTION 1/13-1/26/18
		20180209CH	02/16/18	03/18/18	A	3094.78	PER01, PERS CLASSIC CONTRIBUTIONS 1/27-2/9/1
		20180209NH	02/16/18	03/18/18	A	3801.11	PER01, PERS NEW CONTRIBUTIONS 1/27-2/9/18
		Vendor's Total ----->				13838.05	
02-18	PER04 (CALPERS RETIREMENT SYSTEM)	20180126H	02/02/18	03/04/18	A	688.06	PER04, PERS 457 CONTRIBUTION 1/13-1/26/18
		20180209H	02/16/18	03/18/18	A	688.20	PER04, PERS 457 CONTRIBUTIONS 1/27-2/9/18
		Vendor's Total ----->				1376.26	
02-18	PLA02 (PLANETERIA MEDIA LLC)	15332	01/15/18	02/14/18	A	325.00	PLA02, 15332, PO #6567 WEB HOSTING JAN-18
		15418	02/15/18	03/17/18	A	325.00	PLA02, 15418, PO #6567 WEB HOSTING FEB-18
		Vendor's Total ----->				650.00	
02-18	PLE05 (PLEASANTON, CITY OF)	666	02/09/18	03/11/18	A	5622.50	PLE05, 666, DEC-17 PARATRANSIT ASSESSMENT BI
		667	02/09/18	03/11/18	A	9051.76	PLE05, 667, JAN-18 PARATRANSIT ASSESSMENT BI
		Vendor's Total ----->				14674.26	
02-18	PRO03 (PROFESSIONAL PLASTICS INC)	AB1040214	01/22/18	02/21/18	A	780.05	PRO03, AB1040214, PO #6544 ACRYLIC PANELS-MU
02-18	SCF01 (SC FUELS)	3502870	01/25/18	02/24/18	A	18727.51	SCF01, 3502870, 1/25/18 FUEL DELIVERY
		3505890	01/30/18	03/01/18	A	18945.99	SCF01, 3505890, 1/30/18 FUEL DELIVERY
		3512018	02/08/18	03/10/18	A	17803.58	SCF01, 3512018, 2/8/18 FUEL DELIVERY
		3516894	02/14/18	03/16/18	A	16946.57	SCF01, 3516894, 2/14/18 FUEL DELIVERY
		Vendor's Total ----->				72423.65	
02-18	SHA02 (SHAMROCK OFFICE SOLUTIONS)	321252	01/25/18	02/24/18	A	13.75	SHA02, 321252, FRONT DESK PRINTER 12/30-1/29
02-18	SHE05 (SHELL)	FEB-2018H	02/02/18	03/04/18	A	36.66	SHE05, FEB-18 STATEMENT
02-18	SLE01 (SLEC INC.)	92505	02/07/18	03/09/18	A	1430.12	SLE01, 92505, PO #6585 ANNUAL INSPECT SEFAC
02-18	SOL01 (SOLUTIONS FOR TRANSIT)	18-0205LA	02/05/18	03/07/18	A	2083.33	SOL01, 18-0205LAVTA, JAN-18 CLIPPER ANALYSIS
02-18	SPR01 (SPRINTER CTP, INC)	3722	01/30/18	03/01/18	A	974.51	SPR01, 3722, PO #6551 SENIOR MONTHLY PASS-1K
02-18	STA13 (STAPLES CREDIT PLAN)	FEB-2018H	02/06/18	03/08/18	A	163.82	STA13, FEB-18 STATEMENT
02-18	STF01 (ST. FRANCIS ELECTRIC)	17067403	10/31/17	11/30/17	A	56982.00	STF01, 17067403, ADAPTIVE SIGNAL CONTROL-ELE
02-18	TAX07 (ASMA SYEDA)	0203-0206H	02/23/18	03/25/18	A	24.65	TAX07, PARATAXI REIMBURSE 2/3-2/6/18
02-18	TAX32 (SUE TSANG)	1101-1130H	02/23/18	03/25/18	A	199.75	TAX32, PARATAXI REIMBURSE 11/1-11/30/17

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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
02-18	TAX67 (CHRISTEL RAGER)	0103-0119H	02/23/18	03/25/18	A	191.25	TAX67, PARATAXI REIMBURSE 1/3-1/19/18
02-18	TAX72 (JUSTIN HART)	0106-0128H	02/23/18	03/25/18	A	187.85	TAX72, PARATAXI REIMBURSE 1/6-1/28/18
02-18	TAX91 (VIVIAN MARIE MILLER)	0103-0202H	02/23/18	03/25/18	A	121.13	TAX91, PARATAXI REIMBURSE 1/3-2/2/18
02-18	TEL01 (TPx COMMUNICATIONS)	996229680	01/31/18	03/02/18	A	1959.54	TEL01, 99622968-0, 2/1-2/28/18 SERVICE
02-18	TEN03 (TENNANT SALES AND SERVICE)	915207381	02/08/18	03/10/18	A	472.44	TEN03, 915207381, PO #6586 FLOOR SCRUBBER MA
02-18	TRE01 (MICHAEL TREE)	OCT-2017H	10/27/17	11/26/17	A	90.45	TRE01, OCT-17 EXPENSE REIMBURSE
02-18	TX113 (RODGER RAGER)	0117-0131H	02/23/18	03/25/18	A	57.80	TX113, PARATAXI REIMBURSE 1/17-1/31/18
02-18	TX123 (OLGA PRINZ)	1107-0126H	02/23/18	03/25/18	A	136.43	TX123, PARATAXI REIMBURSE 11/7/17-1/26/18
02-18	TX129 (CATHERINE OGLE)	1122-1211	02/22/18	03/24/18	A	17.00	TX129, PARATAXI REIMBURSE 11/22/17-12/11/17
02-18	TX133 (SAROJA IYER)	1112-0201	02/22/18	03/24/18	A	168.11	TX133, PARATAXI REIMBURSE 11/12/17-2/1/18
02-18	TX137 (HIMATLAL R MEHTA)	0125-0131H	02/23/18	03/25/18	A	45.48	TX137, PARATAXI REIMBURSE 1/25-1/31/18
02-18	TX161 (JYOTSNA MEHTA)	1228-0209H	02/23/18	03/25/18	A	147.48	TX161, PARATAXI REIMBURSE 12/28/17-2/9/18
02-18	TX162 (SANDRA LANGLOTZ)	1024-0118	02/22/18	03/24/18	A	336.55	TX162, PARATAXI REIMBURSE 10/24/17-1/18/18
02-18	ULI01 (ULINE)	94711202	02/08/18	03/10/18	A	780.15	ULI01, 94711202, PO #6588 MESSAGE CTR SIGN-R
02-18	VSP01 (VSP)	FEB-2018H	01/18/18	02/17/18	A	559.88	VSP01, FEB-18 VISION INSURANCE
02-18	WEG01 (CHRISTY WEGENER)	JAN-2018H	02/07/18	03/09/18	A	98.10	WEG01, JAN-18 TRAVEL REIMBURSE
02-18	YEA01 (JENNIFER YEAMANS)	JAN-2018H	02/07/18	03/09/18	A	136.63	YEA01, JAN-18 EXPENSE REIMBURSE

Total of Purchases -> 2160503.38
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AGENDA

ITEM 5 C

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Resolution Authorizing Investment of Livermore Amador Valley Transit Authority (LAVTA) Monies in the State of California Local Agency Investment Fund (LAIF)

FROM: Tamara Edwards, Director of Finance

DATE: April 2, 2018

Action Requested

Staff requests that the Board of Directors to approve the attached Resolution 11-2018 reauthorizing investment of LAVTA funds in LAIF.

Background

In 1996 the California legislature enacted a new law under the California Government Code to improve accountability for investments made by public agencies. (This was in response to the financial problems in Orange County at the time.) This law, in part, requires that public entities annually prepare and adopt an investment policy at a public meeting. Attached for your review and approval is a resolution adopting LAVTA's current investment policy, which was first adopted by the board of Directors in February 1986.

Discussion

In 1986 when LAVTA made the decision to utilize the LAIF for investment purposes, that decision was based on a number of considerations which included the fact that there are no qualified positions within the Authority's organization to make day-to-day investment decisions. Since that has not changed over the years, nor is it anticipated that the organization will likely have such expertise in the future, Staff recommends that LAVTA continue to utilize LAIF for ongoing investments.

There is no change in the recommendation for this year's resolution in the authorization to order the deposit or withdrawal of monies in LAIF, and includes LAVTA's Executive Director, Michael Tree, and Tamara Edwards, Director of Finance.

Budget

No budget impact.

Next Steps

Upon Board approval, this Resolution will be provided to LAIF and kept on record as required.

Recommendation

That the Board of Directors to adopt the attached Resolution 11-2018 reauthorizing investment of LAVTA monies in LAIF.

Attachments:

1. Resolution 11-2018 Authorizing Investment of Livermore Amador Valley Transit Authority Monies in the State of California Local Agency Investment Fund

Approved by: _____

RESOLUTION NO. 11-2018

**RESOLUTION AUTHORIZING INVESTMENT OF
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
MONIES IN LOCAL AGENCY INVESTMENT FUND**

WHEREAS, pursuant to Chapter 730 of the Statutes of 1976 Section 16429.1 was added to the California Government Code to create a Local Agency Investment Fund in the State Treasury for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

WHEREAS, the Livermore Amador Valley Transit Authority does hereby find that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with the provisions of Section 16429.1 of the Government Code for the purposes of investment as stated therein as in the best interests of the Livermore Amador Valley Transit Authority ;

THEREFORE, BE IT RESOLVED that the Board of Directors does hereby authorize the deposit and withdrawal of Livermore Amador Valley Transit Authority monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein;

BE IT FURTHER RESOLVED that the following Livermore Amador Valley Transit Authority officers or their successors in office shall be authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund:

Michael S. Tree
Executive Director

Tamara Edwards
Director of Finance

PASSED AND ADOPTED by the Board of Directors of the Livermore Amador Valley Transit Authority of the State of California on the 2nd day of April 2018.

Karla Brown, Board Chair

ATTEST:

Michael Conneran, Legal Counsel

AGENDA

ITEM 6

FY2018 Goals, Strategies and Projects

Last Updated – January March 30, 2018

MANAGEMENT ACTION PLAN (MAP)

<p>Goal: Service Development</p> <p><i>Strategies (those highlighted in bold indicate highest Board priority)</i></p> <ol style="list-style-type: none"> 1. Provide routes and services to meet current and future demand for timely/reliable transit service 2. Increase accessibility to community, services, senior centers, medical facilities and jobs 3. Optimize existing routes/services to increase productivity and response to MTC projects and studies 4. Improve connectivity with regional transit systems and participate in BART to Livermore project 5. Explore innovative fare policies and pricing options 6. Provide routes and services to promote mode shift from personal car to public transit 						
Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
Long Range Transit Plan (Agency's 30 Year Plan)	<ul style="list-style-type: none"> Receive draft Long Range Plan from Nelson/Nygaard Present final draft to Board Approval 	DP	Projects/ Services	Apr 2018 May 2018 Jun 2018	→ Staff studying park and ride report, shared mobility and shared autonomous vehicle strategy. <u>Strategic Planning Workshop for Board being planned for later 2018 after new Director of Planning is hired.</u>	
Comprehensive Paratransit Assessment	<ul style="list-style-type: none"> Award of Contract Public Outreach Approval of Recommendations 	DP	Projects/ Services	Nov 2016 Jun 2017 Jun 2018	→ Nelson/Nygaard awarded contract. Kick-off meeting held in February. Public meetings held in June. LAVTA Board presentation made in September. Currently developing alternatives. Second round of workshops completed in November. <u>City of Pleasanton analyzing data with near future meeting to be set to discuss recommendations.</u>	X X
Fare Study	<ul style="list-style-type: none"> Draft Fare Study Public Hearing (proposed changes on fixed route) Board Approval 	DP	Projects/ Services	May 2017 Jun 2018 Jul	→ Draft Fare Study for fixed route complete. F&A reviewed in May. Decision made to hold study results a few months to see ridership trends on fixed route and paratransit study fare recommendations. <u>Nelson/Nygaard updating Fare Study to include impact of eliminating fare busters.</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>
				2018		
Three Queue Jumps On Dublin Blvd	<ul style="list-style-type: none"> Award contract for queue jump Finish project 	DP	Projects/ Services	Jul 2016 Oct 2017	→ Board awarded contract queue jump project in March. Some delays in project. Currently 75% completed. Queue jumps are operational.	X X
Transit Signal Priority Project in Rapid 10R Corridor	<ul style="list-style-type: none"> Engineering Work Finish Project 	DP	Projects/ Services	Oct 2017 Dec 2018	→ Grant by TVTAC approved. Board approved MOU with Pleasanton. Board approved engineering contract with Kimley Horn. <u>Project currently in design phase.</u>	
Go Dublin Discount Program	<ul style="list-style-type: none"> Get clearance from FTA Implement Results of Program 	DP	Projects/ Services	Nov 2016 Dec 2016 May 2018	→ Program providing approximately 1,500 rides/month. Mailing to residents occurring in September. Project study expanded to include additional data analysis. Project behind schedule due to data sharing delays. Fehr & Peers to present final findings in May.	X X

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
O&M Contract Request for Proposals	<ul style="list-style-type: none"> Develop RFP Award Contract 	DP	Project/ Services	Oct 2017 Mar 2018	→ Three proposals received. Interviews conducted on 25 th . Best and final proposals submitted. <u>Board awarded in March. Legal reviewing contract.</u>	X
Dublin Service Plan	<ul style="list-style-type: none"> RFP advertised Contractor Award Recommendations 	DP	Projects/ Services	Nov 2017 Jan 2018 June 2018	→ Several proposals received. Nelson/Nygaard awarded contract. Data collection being performed. <u>Project workshop held in March. Over 600 surveys completed. Recommendations scheduled for May.</u>	
<p>Goal: Marketing and Public Awareness</p> <p>Strategies (those highlighted in bold indicate highest Board priority)</p> <ol style="list-style-type: none"> 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 Upgrades	<ul style="list-style-type: none"> Place easy to access Commuter Info on homepage 	MKT MGR	Projects/ Services	Nov 2017	→ Better way to BART info landing page and button to be installed on website in November. Working on informative maps and info for this section.	X
	<ul style="list-style-type: none"> Selection by LAVTA Board 	MKT MGR		Jun 2016		

Underlined text indicates changes since last report.

Projects	Action Required	Staff	Board Committee	Target Date	Status	Task Done
LAVTA Rebranding Project	<ul style="list-style-type: none"> of name/rebranding Public event to unveil rebranding. 		Projects/ Services	Feb 2018	→ New design for buses approved. New logo approved. Buses being wrapped and logos applied. Unveiling media story being scheduled for February or March.	X
Individualized Marketing	<ul style="list-style-type: none"> Award Contract Review of results 	MKT MGR	Projects/ Services	Mar 2018 Jun 2018	→ SDG awarded contract. Collateral developed and distributed. Program completed. Post program surveys completed. Project report to LAVTA Board made in December. <u>SmartTrips In Dublin and parts of Livermore approved by Board in March. Kick-off meeting held and project in ramp up stages for May implementation.</u>	X X
N Canyons Parkway Rapid Bus Stop Project	<ul style="list-style-type: none"> Engineering work Improvements to site Relocation of shelters 	DP	Projects/ Services	May 2017 Aug 2017 Jun 2018	→ FTA grant to upgrade stops in this corridor to Rapid style. Engineering work done. Bids came in high. Board rejected all bids. Bid re-advertised. Board awarded project in November. Project schedule for completion in Jun of 2018.	X
Pleasanton SmartTrips Corridor Rapid Bus Stop Project	<ul style="list-style-type: none"> Engineering work Award of construction contract Finish project 	DP	Projects/ Services	Nov 2017 Apr 2018 Jun 2018	→ ACTC grant received to upgrade stops in this corridor to Rapid style. Board awarded engineering to Kimley Horn in November. Bus shelter type is next step. Project award in April. <u>Bus stops currently in design. City reviewing Rapid bus shelters.</u>	
	<ul style="list-style-type: none"> Identify new locations for shelters 	ED		Sept 2016	→ Five locations with high ridership identified. Kimley Horn performing engineering. First shelter installed in	X

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<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>
Dublin School Tripper Bus Shelter Project	<ul style="list-style-type: none"> • Install new shelters 		Projects/ Services	Dec 2017	December. Other four shelters will require significant site work. Budgeting for next FY.	
Replace Shelters Past Useful Life That Are On Livermore Routes	<ul style="list-style-type: none"> • Identify shelters • Install 	ED	Projects/ Services	Nov 2016 Apr 2018	→ Shelters identified. 10 shelters delivered. No bids for install received. Rebid. <u>Board approved contract with Hammercraft Construction in March. Final contract under legal review.</u>	X
Goal: Community and Economic Development Strategies (those highlighted in bold indicate highest Board priority) <ol style="list-style-type: none"> 1. Integrate transit into local economic development plans 2. Advocate for increased TOD from member agencies and MTC 3. Partner with employers in the use of transit to meet TDM goals & requirements 						
<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
ACTC: Measure BB Transit Student Pass Program	<ul style="list-style-type: none"> • Assist ACTC in promoting the student passes • Monitor effectiveness of the program and capacity issues 	DP	Projects/ Services	Ongoing Ongoing	→ Four schools in Livermore to have free pass via Clipper for Wheels access. Planning/Marketing Departments working with ACTC and school district to distribute and market Clipper Cards/bus system. Preliminary ridership continues at approximately 200 trips per day. Discussion ongoing w/ACTC on how to keep project funded past demonstration project.	X
Las Positas College Student, Faculty, Staff Pass Program	<ul style="list-style-type: none"> • Marketing campaign on campus • Student Vote to retain Transit Pass on campus 	MKT MGR	Projects/ Services	Ongoing Nov 2017	→ Transit pass/marketing efforts ongoing. Students have voted. 90% "yes". <u>Board of Trustees to consider the vote and student fee on May 15th.</u>	X X

Underlined text indicates changes since last report.

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Historic Train Depot Relocation at Livermore Transit Center	<ul style="list-style-type: none"> • City Award of Project • Demo of TC Customers Service Buildings • Finish Relocation/Renovation 	DP	Projects/ Services	Jan 2017 Jul 2017 <u>Jun 2018</u>	→ FTA clearance given to demo current building. City Council awarded contract. Temporary facility installed. Demo of LAVTA buildings done. Depot moved onto cement foundation. Project extend into April 2018. <u>Board received update in February. Project likely to be completed in May/June.</u>	X X
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"> • Bid Project • Project Completion 	DP	Projects/ Services	Nov 2017 Jun 2018	→ Bid spec being developed for painting and purchase of furniture. Exterior furniture on order. <u>Looking for projects to be done by end of fiscal year.</u>	
<p><i>Goal: Regional Leadership</i></p> <p><i>Strategies (those highlighted in bold indicate highest Board priority)</i></p> <ol style="list-style-type: none"> 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>

<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>
Alameda – San Joaquin Regional Rail Working Group	<ul style="list-style-type: none"> AB 758 	ED	Projects/ Services	Oct 2017	→ Approved. Legislation became effective January 2018.	X
2018 Legislative Plan	<ul style="list-style-type: none"> Creation of 2018 Legislative Plan and review/approval by the Board and provide support for key legislation. 	ED	Finance/ Admin	Feb 2018	→ F&A committee looked at draft legislative plan in January 2018. Board approved 2018 Legislative Plan in February.	
State Legislation to Approve SAV Project in Dublin	<ul style="list-style-type: none"> Introduce SAV legislation 	ED	Finance/ Admin	Feb 2017	→ Approved. Legislation became effective January 2018.	X
<p>Goal: Organizational Effectiveness</p> <p>Strategies (those highlighted in bold indicate highest Board priority)</p> <ol style="list-style-type: none"> Promote system wide continuous quality improvement initiatives Continue to expand the partnership with contract staff to strengthen teamwork and morale and enhance the quality of service Establish performance based metrics with action plans for improvement; monitor, improve, and report on-time performance and productivity HR development with focus on employee quality of life and strengthening of technical resources Enhance and improve organizational structures, processes and procedures to increase system effectiveness Develop policies that hold Board and staff accountable, providing clear direction through sound policy making decisions 						
<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Performance Metrics Improvement	<ul style="list-style-type: none"> Staff setting up aggressive monitoring of key performance metrics: on-time performance, accidents and customer service. 	DP	Projects/ Services	Ongoing	→ Daily and weekly meeting to discuss key metrics at staff level. Presentation on performance of routes provided to the P&S Committee in October.	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>
FY17 Comprehensive Annual Financial Report	<ul style="list-style-type: none"> Complete financial audit and all required reporting to Board, local, regional and state agencies. 	DF	Finance/ Admin	Nov 2017	→ Audit ongoing in September. Review of audit at F&A in October. Presentation to LAVTA Board in November. No findings.	X

Other:

Transit Center Bus Driving Isle Improvement Project	<ul style="list-style-type: none"> Perform demo of asphalt and construction new base and asphalt in driving isle. 	PD	Projects/ Services	Jun 2018	→ Utilizing City pavement contract. Asphalt to be removed and construction completed after the Transit Center cement work is completed. This project to tie in closely with Historic Depot Relocation project. <u>Project will be final phase of Depot project in June.</u>	
SAV Project	<ul style="list-style-type: none"> Acquire funding to begin project Approve legislation to test SAVs. Enter into MOUs for testing. 	ED	Projects/ Services	Oct 2016 Dec 2017 Feb 2018	→ AQMD awarded LAVTA approx. \$1 million over 3 years in funding in exchange for advertising. LAVTA Board received a presentation on this project and next steps at Feb meeting. AB 1444 approved and effective January 2018. MOU with County Connection approved in November. MOU with GoMentum approved by Board in February. Site preparation in process. Kick-off w/media being scheduled.	X X

<i>Projects</i>	<i>Action Required</i>	<i>Staff</i>	<i>Board Committee</i>	<i>Target Date</i>	<i>Status</i>	<i>Task Done</i>
Triennial Audit	<ul style="list-style-type: none"> • Preparation for audit • Audit and report to board 	DF	Finance/ Adm	Ongoing Jul 2018	→Comprehensive audit on LAVTA from FTA to be conducted in July 2018.	

Attachments

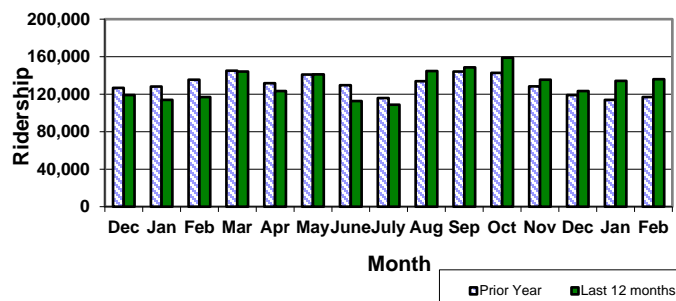
1. Board Statistics

Monthly Summary Statistics for Wheels February 2018

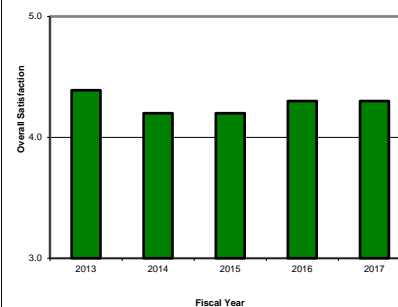
FIXED ROUTE

	February 2018			% change from one year ago		
Total Ridership FY 2018 To Date	1,089,725			7.4%		
Total Ridership For Month	136,005			16.3%		
Fully Allocated Cost per Passenger	\$7.88			-9.7%		
	Weekday	Saturday	Sunday	Weekday	Saturday	Sunday
Average Daily Ridership	6,450	1,691	1,252	18.2%	3.3%	-0.5%
Passengers Per Hour	14.9	10.9	8.0	15.9%	1.0%	-2.7%
	February 2018			% change from last month		
On Time Performance	85.0%			-2.6%		

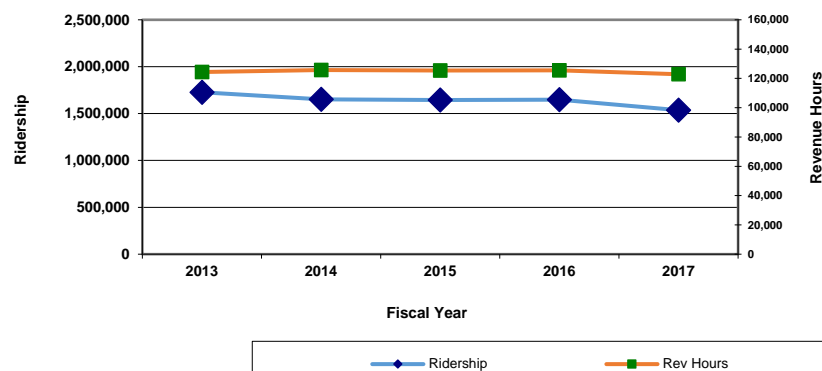
**Monthly Unlinked Boardings and Revenue Hours
Last 24 Months**



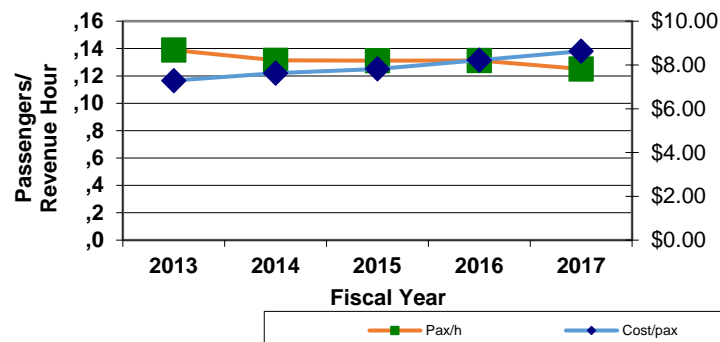
**Historical Customer Service
Survey Results**



**Annual Unlinked Boardings and Revenue Hours
FY2013-2017**



**Full Cost Per Passenger and Passenger Per Hour
FY2013-2017**



Monthly Summary Statistics for Wheels

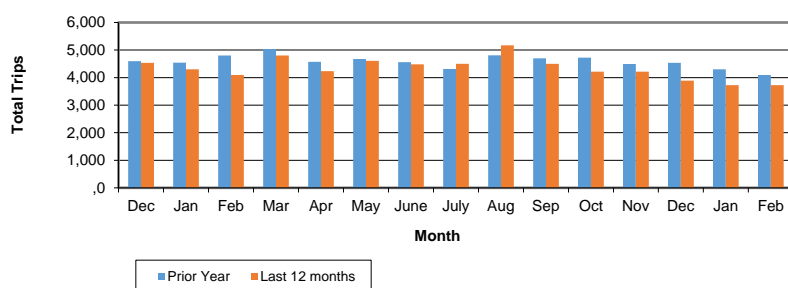
February 2018

PARATRANSIT

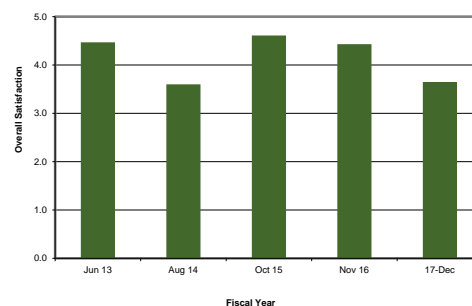
General Statistics	February 2018	% Change from last year	Year to Date
Total Monthly Passengers	3,723	-9.1%	34,598
Average Passengers Per Hour	1.50	-25.0%	3
On Time Performance	82.4%	-16.4%	2
Cost per Trip	\$33.16	2.0%	262
Number of Paratransit Applications	22	-21.4%	227
Calls Answered in <1 Minute	75.00%	-9.5%	6

Missed Services Summary	February 2018	Year to Date
1st Sanction - Phone Call	5	40
2nd Sanction - Written Letter	0	0
3rd Sanction - 15 Day Suspension	0	1
4th Sanction - 30 Day Suspension	0	0
5th Sanction - 60 Day Suspension	0	0
6th Sanction - 90 Day Suspension	0	0

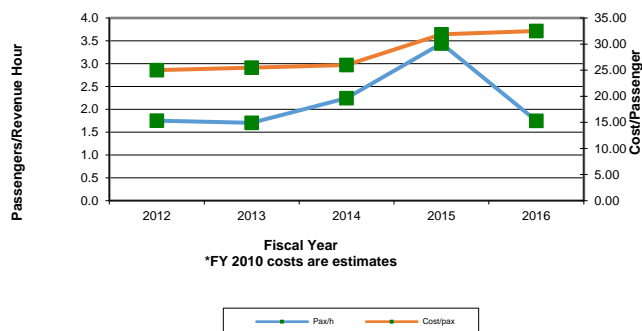
Paratransit Monthly Unlinked Boardings, Last 24 Months



Historical Customer Service Survey Results



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



Monthly Summary Statistics for Wheels
February 2018

SAFETY								
ACCIDENT DATA	February 2018				Fiscal Year to Date			
	Fixed Route		Paratransit		Fixed Route		Paratransit	
Total	2		1		2		1	
Preventable	1		1		10		2	
Non-Preventable	1		0		6		1	
Physical Damage								
Major	0		0		0		0	
Minor	2		1		16		3	
Bodily Injury								
Yes	0		0		0		0	
No	2		1		16		3	
MONTHLY CLAIMS ACTIVITY	Totals							
Amount Paid								
This Month	\$3,590.79							
To Date This Fiscal Year	\$14,041.48							
Budget	\$100,000.00							
% Expended	14%							
CUSTOMER SERVICE - ADMINISTRATION								
CATEGORY	Number of Requests							
	February 2018	Year To Date						
Praise	1	5						
Bus Stop	4	23						
Incident	1	3						
Trip Planning		10						
Fares/Tickets/Passes		5						
Route/Schedule Planning	7	78						
Marketing/Website		11						
ADA		0						
TOTAL	13	135						
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	3			10	1			2
Safety	3	3		18		1	1	0
Driver/Dispatch Courtesy	1	3		13			1	1
Early	2	1		10				1
Late	2	3		36	3	3		12
No Show				9	1	2		3
Incident				4			1	2
Driver/Dispatch Training	2			4	4	7	1	18
Maintenance				0				0
Bypass	6	1	2	45				0
TOTAL	16	11	2	139	8	13	4	37
Valid Complaints								
Per 10,000 riders	1.18							
Per 1,000 riders					2.15			

LAVTA COMMITTEE ITEMS - April 2018 - August 2018

Finance & Administration Committee

April

	Action	Info
Minutes	X	
Treasurers Report	X	
Funding Resolutions - TDA, STA, RM2, Measure B	X	
Draft Fare Policy Recommendation	X	

May

	Action	Info
Minutes	X	
Treasurers Report	X	
Prelim Budget	X	
FTA Triennial Review (last in '12)	X	

June

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

July

	Action	Info
Minutes	X	
Treasurers Report	X	
Annual Org Review	X	
FTA Funding Resolutions 5307, 5309, and 5311	X	
*Typically July committee meetings are cancelled		

August

	Action	Info
Minutes	X	
Treasures Report	X	

LAVTA COMMITTEE ITEMS - April 2018 - August 2018

Projects & Services Committee

April

	Action	Info
Minutes	X	
Draft Fall Service Changes	X	
Go Dublin Evaluation		X
Fare Policy Draft Recommendation	X	
Mobility Forward Draft Recommendation	X	

May

	Action	Info
Minutes	X	
Fall Service Changes (effective August)	X	
Quarterly Operations		X
Fare Policy Final Recommendation	X	
Mobility Forward Final Recommendation	X	

June

	Action	Info
Minutes	X	
WAAC Appointments	X	
Marketing Work Plan	X	

July

	Action	Info
Minutes	X	
*Typically July committee meetings are cancelled		

August

	Action	Info
Minutes	X	
Quarterly Operations Report		X
DAR Customer Satisfaction Survey		X