

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

**BOARD OF DIRECTORS MEETING**

**DATE:** October 1, 2018

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

**TIME:** 4:00pm

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**AGENDA**

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

**2. Roll Call of Members**

**3. Meeting Open to Public**

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

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

**5. Consent Agenda**

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

- A. **Minutes of the September 10, 2018 Board of Directors meeting.**
- B. **Preliminary Treasurer's Report for August 2018**

**Recommendation:** The Finance and Administration Committee Staff recommends the Board approve the August 2018 Treasurer's Report.

**6. Final Staff Proposed Fare Policy Changes**

**Recommendation:** Approve these proposed changes with an implementation date of January 1, 2019.

## 7. BART Early-Morning Service Plan and Bus Bridge

**Recommendation:** Approve in concept the request by the BART District for LAVTA to operate an early-morning bus bridge route on weekdays between the East Dublin / Pleasanton and Bay Fair stations, and direct staff to negotiate a draft agreement with BART District that fully compensates LAVTA for the additional services rendered. It is anticipated that the draft agreement would be considered by the LAVTA Board at a future meeting.

## 8. 2018 FTA Triennial Review

**Recommendation:** Review the 2018 FTA Triennial report.

## 9. Management Action Plan

## 10. Matters Initiated by the Board of Directors

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

## 11. Next Meeting Date is Scheduled for: November 5, 2018

## 12. 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

LAVTA, Administrative Assistant

9/27/2018

Date

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

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

# **AGENDA**

## **ITEM 4**

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

**WHEELS Accessible Advisory Committee**

**DATE:** Wednesday, September 5, 2018

**PLACE:** **Robert Livermore Community Center, Palo Verde Room**  
4444 East Avenue, Livermore 94550

**TIME:** 3:30 p.m.

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**DRAFT MINUTES**

**1. Call to Order**

The WAAC Chair Herb Hastings called the meeting to order at 3:30 pm.

**Members Present:**

|                 |                               |
|-----------------|-------------------------------|
| Russ Riley      | City of Livermore             |
| Judith LaMarre  | City of Livermore             |
| Bob Chulata     | City of Livermore – Alternate |
| Connie Mack     | City of Dublin                |
| Shawn Costello  | City of Dublin                |
| Sue Tuite       | City of Pleasanton            |
| Herb Hastings   | County of Alameda             |
| David Weir      | County of Alameda – Alternate |
| Julie Parkinson | Social Services Member        |
| Amy Mauldin     | Social Services Member        |
| Esther Waltz    | PAPCO                         |

**Staff Present:**

|                    |            |
|--------------------|------------|
| Jonathan Steketee  | LAVTA      |
| Kadri Kulm         | LAVTA      |
| Lindsay Bookhammer | MTM        |
| Cheryl Wells       | MTM        |
| Scott Transue      | MTM        |
| Christian Pereira  | MV Transit |

Guests:

Jeff Jacobsen

Dial-A-Ride rider

- 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)**

None

- 3. Minutes of the July, 2018 meetings of the Committee**

Approved.

Waltz/Costello

- 4. Chair Report**

The Chair Herb Hastings informed the committee of his meeting with LAVTA staff about the Fare Change Proposal where an idea of WAAC submitting a letter to the board regarding their recommendations on the fare changes was discussed. He urged members to give their opinion about the fare change. Mr. Hastings also proposed to the staff that a fare box demonstration be an agenda item at the September meeting.

- 5. Fare Change Proposal**

Staff gave an overview of what was proposed and said that the last fare change LAVTA had was nine years ago. The members gave their feedback  
WAAC's recommendation is to keep the Fare Change Proposal as proposed with the following modifications

- Dial-A-Ride fare increase from \$3.50 to \$3.75 in January 2019, and to \$4.00 in January 2021, which leaves two years between the fare increases instead of one year that was proposed.

Approved.

Waltz/Mack

- Senior and Disabled Monthly Pass increase from \$18 to \$22 in January, 2019, and increase from \$22 to \$25 in January, 2021

Approved.

Waltz/Mack

Mack abstains

- 8. Pleasanton Alternate Membership Application**

The committee recommends that LAVTA board appoint Jeff Jacobsen to the City of Pleasanton Alternate member position

Approved.

Costello/Waltz

## **9. PAPCO Report**

PAPCO did not meet in July or August.

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

Shawn Costello said he had a meeting with MTM's scheduling and dispatching staff to give his point of view as a user and he thanked them for the opportunity.

Jeff Jacobsen asked if drivers are allowed to text at a stop light. Cheryl Wells informed him that they are not allowed to do so and she will follow up with the driver.

Sue Tuite asked about the driver badges and Cheryl Wells replied that drivers will be having them soon.

Bob Chulata inquired if Dial-A-Ride passes could be used as fare media. Herb Hastings said that they cannot here.

## **11. Fixed Route Issues – Suggestions for Changes**

Amy Mauldin asked that the post Comprehensive Operations Analysis implementation report be brought to the committee. Staff said that the analysis for this report is still being conducted.

Esther Waltz said she appreciates the drivers, but some drivers don't come close to the curb and two had given her attitude.

Judy LaMarre said that many Route 14 stops do not have benches (Pacific Avenue, Pacific and Dolores). Esther Waltz suggested that if a two-people bench does not fit into a specific stop then a one-person seat could be an option.

Shawn Costello said he is running for the office and at council meetings they talk about traffic. The Dublin High parents are unhappy about the congestions and are proposing an idea for a free student bus pass.

Staff provided the committee with the on time performance statistics for the last three months for both fixed route and paratransit. The OTP has increased.

Bob Chulata said that the drivers have been great.

Herb Hastings said that the Route 8 bus stop was perfect at the Alameda County Fare.

## **12. Alameda County Fair**

Staff gave an overview of the ridership to the fair. Wheels carried approximately 3,100 passenger trips to the Fair.

## **13. Fare Box Demonstration Video**

Staff showed a video tutorial on how to use the fare box on Wheels buses.

## **14. Adjournment**

## **AGENDA**

### **ITEM 5A**



## **MINUTES OF THE SEPTEMBER 10, 2018 LAVTA BOARD MEETING**

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

Meeting was called to order by Board Vice Chair David Haubert 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 Spedowfski – Councilmember, City of Livermore  
Bob Coomber – Councilmember, City of Livermore  
Scott Haggerty – Supervisor, County of Alameda

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

Robert S. Allen

Robert Allen requested for south bound buses to stop and pick-up passengers at the stop sign by the fare gates at BART, so people do not miss their bus.

Herb Hastings

Herb Hastings requested that the Tri-Valley – San Joaquin Valley Regional Rail Authority establish an Accessible Advisory Committee as soon as possible.

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

Scott Haggerty, Supervisor from County of Alameda, arrived during July Wheels Accessible Advisory Committee Minutes Report.

Herb Hastings, Chair of the Wheels Accessible Advisory Committee (WAAC) reported on the minutes of the July 11, 2018 WAAC meeting. Discussed at the WAAC meeting include the proposal of two new WAAC members David Weir and Bob Chulata. The WAAC meeting location for FY18/19 was also established to be held at the Livermore Community Center. The WAAC also discussed renaming the group to Tri-Valley Accessibility Advisory Committee and if this is approved by the Board of Directors then the bylaws will be revised to reflect the new name. It was also noted that at the September WAAC meeting they received the Fare Policy changes and discussed them, so they will report back at the October Board meeting.

### **5. Consent Agenda**

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

- A. **Minutes of the July 2, 2018 Board of Directors meeting.**
- B. **Treasurer's Report for the month of June 2018 (preliminary) and July 2018**

The Board of Directors approved the June 2018 (preliminary) and July 2018 Treasurer's

Report.

**C. Video Surveillance Systems**

The Board of Directors authorized the Executive Director to execute an Agreement between LAVTA and Seon Design USA Corp. dba MobileView to replace video surveillance systems on 20 LAVTA-owned buses. Resolution 24-2018

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

The Board of Directors declares declare as surplus nineteen (19) buses, two (2) road supervisor vehicles and authorize their disposal through a method consistent with LAVTA's Policy for Disposition of Surplus Property.

**E. Renaming of the Wheels Accessible Advisory Committee (WAAC)**

The Board of Directors approved renaming the Wheels Accessible Advisory Committee (WAAC) to Tri-Valley Accessible Advisory Committee (TAAC).

**F. Resolution in Support of Application for FY 18-19 Funding through the State Transit Assistance State of Good Repair Program**

The Board of Directors approved Resolution 23-2018 in support of an allocation request to Caltrans for the State Transit Assistance State of Good Repair (SGR) Program.

**G. One Year Extension to Paratransit Operation Contract to Medical Transportation Management, Inc.**

The Board of Directors exercised the second option year and extend the paratransit operations agreement from July 1, 2018 through June 30, 2019. Resolution 25-2018

**H Recognition – Diane Farner – 40 years of service**

The Board of Directors adopted the attached Resolution 26-2018 appreciating the services of Diane Farner in recognition of her service as a Bus Operator with the Livermore Amador Valley Transit Authority (LAVTA), from 1987 until 2018 and its predecessor the Rideo bus system.

Board Vice Chair David Haubert acknowledged Diane Farner's Service of 40 years. Staff informed that Diane Farner will attend the October Board of Directors meeting.

Approved: Haubert/Pentin

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

No: None

Abstain: None

Absent: None

**6. Livermore Historic Railroad Depot Lease Agreement**

Staff provided the Board of Directors the Livermore Historic Railroad Depot lease agreement. Staff informed the Board of the agreement terms between the City of Livermore and LAVTA. Regarding the fiscal impact staff stated that the City's proposed lease terms provide for an annual payment of \$1 per year for the fifty-year term of the lease. If LAVTA's annual operating expenses at the Depot exceed the previous building's operating expenses of \$18,000 per year, the City will in consultation with LAVTA, identify capital projects to harden the facility further to reduce annual maintenance costs. If capital improvements cannot be identified and implemented, the lease agreement stipulates the City will pay any reasonable difference in operating costs. The City of Livermore is scheduled to approve the terms of the Lease Agreement at the September 24, 2018 City Council meeting.

The item was discussed by the Board of Directors and staff.

The Board of Directors approved Resolution 27-2018, authorizing the Executive Director to execute an agreement with the City of Livermore to lease a portion of the City's historic Railroad Depot for long-term use as LAVTA's ticketing office.

Approved: Brown/Haubert

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

No: None

Abstain: None

Absent: None

#### **7. Memorandum of Understanding between the City of Dublin and the Livermore Amador Valley Transit Authority for the Shared Autonomous Vehicle Testing Project.**

Staff provided the Board of Directors the Memorandum of Understanding between the City of Dublin and the Livermore Amador Valley Transit Authority for the Shared Autonomous Vehicle (SAV) testing project. Staff informed the Board of Directors that California Legislature Assembly Bill (AB 1444) provided authority for testing SAV's in Dublin through May 1, 2018 and that Department of Vehicles (DMV) adopted new regulations that allow further testing beyond May 1, 2018. The City of Dublin can make improvements to the traffic signals in Dublin for the SAV project. There will be a pilot with emergency response vehicles in Dublin to test the lights.

The item was discussed by the Board of Directors and staff.

The Board of Directors approved the memorandum of understanding between LAVTA and the City of Dublin.

Approved: Pentin/Spedowski

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

No: None

Abstain: None

Absent: None

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

Executive Director Michael Tree provided the Board of Directors the Executive Director's report. LAVTA ridership is up 2.9% over the previous year in July and in August, early

estimates show ridership up about 3.0% over the previous year. Executive Director Michael Tree gave an update on School Tripper routes in Dublin and Pleasanton. It was noted that public meetings are taking place for the Proposed Fare Policy changes today at the Dublin City Hall at 11am. There are two other public meetings for Proposed Fare Policy changes being held at the Pleasanton Senior Center tonight, September 10, 2018 at 6pm and at the Robert Livermore Community Center on September 12, 2018 at 11am. Results from the public Proposed Fare Policy meetings will be presented at the October Board of Directors meeting. Executive Director Michael Tree stated that the Triennial Audit completed in August and had one minor finding and that internal controls are very tight. LAVTA plans to bring the Bus Bridge for BART back to the Board of Directors for consideration later this fall. Executive Director Michael Tree informed the Board that the Gillig bus stop is complete and that it is a piece of art. It was also pointed out that many other projects are being worked on and the Board of Directors can review these on the Management Action Plan (MAP). Executive Director Michael Tree mentioned that staff is also busy working on Rail Authority projects.

Board Chair Scott Haggerty proposed that LAVTA may want to do something nice with other bus stops like Gillig. Staff informed that Gillig paid for their bus stop, but LAVTA will look into the possibility to have some bus stops like this in the future. Board Member Spedowski would like the artistic bus stops in front of highly visible sites.

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

Councilmember Karla Brown acknowledged LAVTA for receiving the prestigious Certificate of Achievement for Excellence Award in Financial Reporting.

#### **10. Next Meeting Date is Scheduled for: October 1, 2018**

#### **11. Adjournment**

Meeting adjourned at 4:35pm

## **AGENDA**

### **ITEM 5B**

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Preliminary Treasurer's Report for August 2018

FROM: Tamara Edwards, Finance and Grants Manager

DATE: October 1, 2018

**Action Requested**

Review and approve the LAVTA Treasurer's Report for August 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 August 1, 2018 | \$1,849,661.02 |
| Payments made                    | \$1,550,607.35 |
| Deposits made                    | \$1,579,934.66 |
| Ending balance August 31, 2018   | \$1,878,988.33 |

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

|                                  |              |
|----------------------------------|--------------|
| Beginning balance August 1, 2018 | \$166,163.37 |
| Deposits made                    | \$75,035.56  |
| Ending balance August 31, 2018   | \$241,198.93 |

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

|                                  |                |
|----------------------------------|----------------|
| Beginning balance August 1, 2018 | \$5,680,414.56 |
| Ending balance August 31, 2018   | \$5,680,414.56 |

***Operating Expenditures Summary:***

As this is the second 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 16.7%. The agency is at 17.97% overall, at this time, however in August we pre-pay benefits and liability so our expenses are consistent with expectations.

***Operating Revenues Summary:***

While expenses are at 17.97%, revenues are at 4.8%, which is expected and the agency has sufficient cash on hand.

**Recommendation**

The Finance and Administration Committee Staff recommends the Board approve the August 2018 Treasurer's Report.

Attachments:

1. August 2018 Treasurer's Report

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

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
BALANCE SHEET  
FOR THE PERIOD ENDING:  
August 31, 2018**

**ASSETS:**

|                                      |             |                   |
|--------------------------------------|-------------|-------------------|
| 101 PETTY CASH                       | 200         |                   |
| 102 TICKET SALES CHANGE              | 240         |                   |
| 105 CASH - GENERAL CHECKING          | 1,878,988   |                   |
| 106 CASH - FIXED ROUTE ACCOUNT       | 241,199     |                   |
| 107 Clipper Cash                     | 821,303     |                   |
| 120 ACCOUNTS RECEIVABLE              | (1,384,284) |                   |
| 135 INVESTMENTS - LAIF               | 5,680,415   |                   |
| 150 PREPAID EXPENSES                 | (101,689)   |                   |
| 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  |                   |
| <b>TOTAL ASSETS</b>                  |             | <b>65,784,367</b> |

**LIABILITIES:**

|   |           |                  |
|---|-----------|------------------|
| 205 ACCOUNTS PAYABLE                      | (275,011) |                  |
| 211 PRE-PAID REVENUE                      | 2,286,799 |                  |
| 21101 Clipper to be distributed           | 471,312   |                  |
| 22000 FEDERAL INCOME TAXES PAYABLE        | 34        |                  |
| 22010 STATE INCOME TAX                    | (10)      |                  |
| 22020 FICA MEDICARE                       | (57)      |                  |
| 22050 PERS HEALTH PAYABLE                 | 0         |                  |
| 22040 PERS RETIREMENT PAYABLE             | (330)     |                  |
| 22030 SDI TAXES PAYABLE                   | 0         |                  |
| 22070 AMERICAN FIDELITY INSURANCE PAYABLE | (790)     |                  |
| 22090 WORKERS' COMPENSATION PAYABLE       | 3,151     |                  |
| 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            | 69,915    |                  |
| 23102 UNEMPLOYMENT RESERVE                | 8,300     |                  |
| <b>TOTAL LIABILITIES</b>                  |           | <b>3,529,172</b> |

**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                                | (3,507,648) |                   |
| <b>TOTAL FUND BALANCE</b>                   |             | <b>62,255,195</b> |
| <b>TOTAL LIABILITIES &amp; FUND BALANCE</b> |             | <b>65,784,367</b> |



**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
REVENUE REPORT  
FOR THE PERIOD ENDING:  
August 31, 2018**

| ACCOUNT              | DESCRIPTION                              | BUDGET            | CURRENT<br>MONTH | YEAR TO<br>DATE | BALANCE<br>AVAILABLE | PERCENT<br>BUDGET<br>EXPENDED |
|----------------------|--|-------------------|------------------|-----------------|----------------------|-------------------------------|
| 4010100              | Fixed Route Passenger Fares              | 1,411,344         | 71,452           | 175,832         | 1,235,512            | 12.5%                         |
| 4020000              | Business Park Revenues                   | 208,249           | 18,703           | 18,703          | 189,546              | 9.0%                          |
| 4020500              | Special Contract Fares                   | 529,223           | 0                | 0               | 529,223              | 0.0%                          |
| 4020500              | Special Contract Fares - Paratransit     | 54,000            | 0                | 0               | 54,000               | 0.0%                          |
| 4010200              | Paratransit Passenger Fares              | 203,000           | 16,073           | 29,114          | 173,886              | 14.3%                         |
| 4060100              | Concessions                              | 54,110            | 0                | 0               | 54,110               | 0.0%                          |
| 4060300              | Advertising Revenue                      | 95,000            | 0                | 0               | 95,000               | 0.0%                          |
| 4070400              | Miscellaneous Revenue-Interest           | 7,000             | 0                | 0               | 7,000                | 0.0%                          |
| 4070300              | Non transportation revenue               | 56,400            | 5,864            | 5,864           | 50,536               | 10.4%                         |
| 4090100              | Local Transportation revenue             | 333,000           | 0                | 0               | 333,000              | 0.0%                          |
| 4099100              | TDA Article 4.0 - Fixed Route            | 10,481,586        | 0                | 0               | 10,481,586           | 0.0%                          |
| 4099500              | TDA Article 4.0-BART                     | 101,489           | 16,805           | 16,805          | 84,684               | 16.6%                         |
| 4099200              | TDA Article 4.5 - Paratransit            | 141,539           | 11,143           | 11,143          | 130,396              | 7.9%                          |
| 4099600              | Bridge Toll- RM2, RM1                    | 778,436           | 0                | 0               | 778,436              | 0.0%                          |
| 4110100              | STA Funds-Paratransit                    | 88,104            | 0                | 0               | 88,104               | 0.0%                          |
| 4110500              | STA Funds- Fixed Route BART              | 593,690           | 0                | 0               | 593,690              | 0.0%                          |
| 4110100              | STA Funds-pop                            | 1,077,176         | 538,588          | 538,588         | 538,588              | 50.0%                         |
| 4110100              | STA Funds- rev                           | 250,382           | 183,000          | 183,000         | 67,382               | 73.1%                         |
| 4110100              | STA Funds- Lifeline                      | 205,118           | 0                | 0               | 205,118              | 0.0%                          |
| 4110100              | STA Funds- SJ county                     | 100,000           | 0                | 0               | 100,000              | 0.0%                          |
| 4110100              | Caltrans rail planning grant             | 750,000           | 0                | 0               | 750,000              | 0.0%                          |
| 4130000              | FTA Section 5307 Preventative Maint.     | 444,777           | 0                | 0               | 444,777              | 100.0%                        |
| 4130000              | FTA Section 5307 ADA Paratransit         | 348,687           | 0                | 0               | 348,687              | 0.0%                          |
| 4130000              | FTA TPI                                  | -                 | 0                | 0               | -                    | 100.0%                        |
| 4130000              | FTA JARC and NF                          | -                 | 0                | 0               | -                    | #DIV/0!                       |
| 4130000              | FTA 5310                                 | 33,000            | 0                | 0               | 33,000               | 0.0%                          |
| 4640500              | Measure B Gap                            | 17,932            | 0                | 0               | 17,932               | 100.0%                        |
| 4640500              | Measure B Express Bus                    | -                 | 0                | 0               | -                    | 100.0%                        |
| 4640100              | Measure B Paratransit Funds-Fixed Route  | 976,564           | 0                | 0               | 976,564              | 0.0%                          |
| 4640100              | Measure B Paratransit Funds-Paratransit  | 181,949           | 0                | 0               | 181,949              | 0.0%                          |
| 4640200              | Measure BB Paratransit Funds-Fixed Route | 722,304           | 0                | 0               | 722,304              | 0.0%                          |
| 4640200              | Measure BB Paratransit Funds-Paratransit | 17,932            | 0                | 0               | 329,937              | 0.0%                          |
| <b>TOTAL REVENUE</b> |  | <b>20,261,991</b> | <b>861,628</b>   | <b>979,049</b>  | <b>19,594,947</b>    | <b>4.8%</b>                   |

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
OPERATING EXPENDITURES  
FOR THE PERIOD ENDING:  
August 31, 2018**

|              |                                      | <b>BUDGET</b>       | <b>CURRENT<br/>MONTH</b> | <b>YEAR TO<br/>DATE</b> | <b>BALANCE<br/>AVAILABLE</b> | <b>PERCENT<br/>BUDGET<br/>EXPENDED</b> |
|--------------|--------------------------------------|---------------------|--------------------------|-------------------------|------------------------------|--|
| 501 02       | Salaries and Wages                   | \$1,477,014         | \$162,305                | \$277,285               | \$1,199,729                  | 18.77%                                 |
| 502 00       | Personnel Benefits                   | \$942,989           | \$98,120                 | \$203,483               | \$739,506                    | 21.58%                                 |
| 503 00       | Professional Services                | \$936,878           | \$11,888                 | \$21,176                | \$915,702                    | 2.26%                                  |
| 503 05       | Non-Vehicle Maintenance              | \$636,214           | \$35,953                 | \$216,985               | \$419,229                    | 34.11%                                 |
| 503 99       | Communications                       | \$9,500             | \$65                     | \$65                    | \$9,435                      | 0.68%                                  |
| 504 01       | Fuel and Lubricants                  | \$1,174,700         | \$49,427                 | \$105,954               | \$1,068,746                  | 9.02%                                  |
| 504 03       | Non contracted vehicle maintenance   | \$19,550            | \$0                      | \$0                     | \$19,550                     | 0.00%                                  |
| 504 99       | Office/Operating Supplies            | \$28,700            | \$1,314                  | \$1,676                 | \$27,024                     | 5.84%                                  |
| 504 99       | Printing                             | \$54,500            | \$0                      | \$6,558                 | \$47,942                     | 12.03%                                 |
| 505 00       | Utilities                            | \$276,000           | \$19,622                 | \$22,199                | \$253,801                    | 8.04%                                  |
| 506 00       | Insurance                            | \$637,238           | \$0                      | \$504,338               | \$132,900                    | 79.14%                                 |
| 507 99       | Taxes and Fees                       | \$302,000           | \$4,508                  | \$9,733                 | \$292,267                    | 3.22%                                  |
| 508 01       | Purchased Transportation Fixed Route | \$9,338,719         | \$870,225                | \$1,687,498             | \$7,652,717                  | 18.07%                                 |
| 2-508 02     | Purchased Transportation Paratransit | \$1,994,500         | \$139,670                | \$268,395               | \$1,726,105                  | 13.46%                                 |
| 508 03       | Purchased Transportation WOD         | \$75,000            | \$0                      | \$0                     | \$75,000                     | 0.00%                                  |
| 509 00       | Miscellaneous                        | \$434,323           | (\$14,144)               | (\$8,743)               | \$443,066                    | -2.01%                                 |
| 509 02       | Professional Development             | \$38,100            | \$1,789                  | \$1,789                 | \$36,311                     | 4.70%                                  |
| 509 08       | Advertising                          | \$95,000            | \$4,000                  | \$4,000                 | \$91,000                     | 4.21%                                  |
| <b>TOTAL</b> |                                      | <b>\$18,470,925</b> | <b>\$1,384,742</b>       | <b>\$3,322,393</b>      | <b>\$15,150,028</b>          | <b>17.99%</b>                          |

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY**  
**CAPITAL REVENUE AND EXPENDITURE REPORT (Page 1 of 2)**  
**FOR THE PERIOD ENDING:**  
**August 31, 2018**

| ACCOUNT                | DESCRIPTION                         | BUDGET            | CURRENT<br>MONTH | YEAR TO<br>DATE | BALANCE<br>AVAILABLE | PERCENT<br>BUDGET<br>EXPENDED |
|------------------------|-------------------------------------|-------------------|------------------|-----------------|----------------------|-------------------------------|
| <b>REVENUE DETAILS</b> |                                     |                   |                  |                 |                      |                               |
| 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                | 0               | 2,738,770            | 0.00%                         |
| 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           | 0                | 0               | 504,564              | 0.00%                         |
| 41315                  | FTA Farebox upgrade                 | 398,242           | 0                | 0               | 398,242              | 0.00%                         |
| 41304                  | FTA BRT                             | 300,000           | 0                | 0               | 300,000              | 0.00%                         |
| 41303                  | FTA non revenue vehicle upgrade     | 367,200           | 0                | 0               | 367,200              | 0.00%                         |
| 41323                  | FTA Bus replacements                | 12,312,300        | 0                | 0               | 12,312,300           | 0.00%                         |
| <b>TOTAL REVENUE</b>   |                                     | <b>21,724,994</b> | <b>-</b>         | <b>-</b>        | <b>21,724,994</b>    | <b>0.00%</b>                  |

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY**  
**CAPITAL REVENUE AND EXPENDITURE REPORT (Page 2 of 2)**  
**FOR THE PERIOD ENDING:**  
**August 31, 2018**

| ACCOUNT                                       | DESCRIPTION                              | BUDGET              | CURRENT<br>MONTH | YEAR TO<br>DATE    | BALANCE<br>AVAILABLE | PERCENT<br>BUDGET<br>EXPENDED |
|---|--|---------------------|------------------|--------------------|----------------------|-------------------------------|
| <b>EXPENDITURE DETAILS</b>                    |  |                     |                  |                    |                      |                               |
| <b>CAPITAL PROGRAM - COST CENTER 07</b>       |  |                     |                  |                    |                      |                               |
| 5550107                                       | Shop Repairs and replacement             | 85,000              | 0                | 0                  | 85,000               | 0.00%                         |
| 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                                      | -                   | 0                | 0                  | 0                    | #DIV/0!                       |
| 5550507                                       | Office and Facility Equipment            | 277,390             | 0                | 0                  | 277,390              | 0.00%                         |
| 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             | 0                | 0                  | 570,564              | 0.00%                         |
| 5550907                                       | IT Upgrades and replacement              | 35,000              | 0                | 12,591             | 22,409               | 35.97%                        |
| 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                | 9,173              | 20,827               | 30.58%                        |
| 5552107                                       | Rebranding bus wrap                      | 175,000             | 0                | 0                  | 175,000              | 0.00%                         |
| 5552307                                       | Bus replacement                          | 15,586,648          | 0                | 0                  | 15,586,648           | 0.00%                         |
| 5552407                                       | Security upgrades                        | 36,696              | 0                | 0                  | 36,696               | 0.00%                         |
| 555??07                                       | Transit Capital                          | 100,000             | 0                | 0                  | 100,000              | 0.00%                         |
| <b>TOTAL CAPITAL EXPENDITURES</b>             |  | <b>21,724,994</b>   | <b>0</b>         | <b>21,764</b>      | <b>21,703,230</b>    | <b>0.10%</b>                  |
| <b>FUND BALANCE (CAPITAL)</b>                 |  | <b>0.00</b>         | <b>0</b>         | <b>(21,764)</b>    |                      |                               |
| <b>FUND BALANCE (CAPTIAL &amp; OPERATING)</b> |  | <b>1,781,066.00</b> | <b>(520,515)</b> | <b>(2,363,612)</b> |                      |                               |

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

[www.treasurer.ca.gov/pmia-laif/laif.asp](http://www.treasurer.ca.gov/pmia-laif/laif.asp)  
September 18,  
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](#)

August 2018 Statement

**Account Summary**

|                   |      |                    |              |
|-------------------|------|--------------------|--------------|
| Total Deposit:    | 0.00 | Beginning Balance: | 5,694,188.55 |
| Total Withdrawal: | 0.00 | Ending Balance:    | 5,694,188.55 |

REPORT.: Sep 17 18 Monday  
 RUN....: Sep 17 18 Time: 13:48  
 Run By.: Daniel Zepeda

LAVTA  
 Month End Cash Disbursements Report  
 Prior Period Report for 08-18 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          |
|--------|--------------|------------|-------------------------------------|-------------|--------------|-------------|------------|----------------------------|
| 08-18  | H8621        | 08/10/18   | TX143 (KIM BRETOI)                  |             | 200.00       | .00         | 200.00     | TX143, PARATAXI REIMBURSE  |
|        | H8622        | 08/10/18   | TAX91 (VIVIAN MARIE MILLER)         |             | 132.81       | .00         | 132.81     | TAX91, PARATAXI REIMBURSE  |
|        | H8623        | 08/10/18   | TAX32 (SUE TSANG)                   |             | 199.33       | .00         | 199.33     | TAX32, PARATAXI REIMBURSE  |
|        | H8624        | 08/10/18   | TRE01 (MICHAEL TREE)                |             | 1,010.98     | .00         | 1,010.98   | TRE01, APR-JUN 18 RAIL MI  |
|        | H8625        | 08/10/18   | TX113 (RODGER RAGER)                |             | 113.90       | .00         | 113.90     | TX113, PARATAXI REIMBURSE  |
|        | H8626        | 08/10/18   | TAX67 (CHRISTEL RAGER)              |             | 115.60       | .00         | 115.60     | TAX67, PARATAXI REIMBURSE  |
|        | H8627        | 08/10/18   | TAX14 (KAREN ADAMS)                 |             | 103.73       | .00         | 103.73     | TAX14, PARATAXI REIMBURSE  |
|        | H8628        | 08/10/18   | TAX07 (ASMA SYEDA)                  |             | 65.03        | .00         | 65.03      | TAX07, PARATAXI REIMBURSE  |
|        | H8629        | 08/10/18   | EFT01 (ELECTRONIC FUND TRANSFERS)   |             | 132.84       | .00         | 132.84     | EFT01, 7/28-8/10/18 FED T  |
|        | H8630        | 08/10/18   | EMP01 (EMPLOYMENT DEVEL DEPT)       |             | 11.37        | .00         | 11.37      | EMP01, STATE TAX 7/28-8/1  |
|        | H8631        | 08/10/18   | DIR02 (DIRECT DEPOSIT OF PAYROLL CH |             | 475.85       | .00         | 475.85     | DIR02, PR DIRECT DEPOSIT   |
|        | H8632        | 08/01/18   | PER04 (CALPERS RETIREMENT SYSTEM)   |             | 967.65       | .00         | 967.65     | PER04, PERS 457 CONTRIBUT  |
|        | H8633        | 08/01/18   | DIR02 (DIRECT DEPOSIT OF PAYROLL CH |             | 577.26       | .00         | 577.26     | DIR02, PR DIRECT DEPOSIT   |
|        | H8634        | 08/01/18   | EFT01 (ELECTRONIC FUND TRANSFERS)   |             | 119.81       | .00         | 119.81     | EFT01, FEDERAL TAX 7/14-8  |
|        | H8635        | 08/01/18   | EMP01 (EMPLOYMENT DEVEL DEPT)       |             | 9.11         | .00         | 9.11       | EMP01, STATE TAX 7/14-8/1  |
|        | H8636        | 08/03/18   | DIR02 (DIRECT DEPOSIT OF PAYROLL CH |             | 38,443.99    | .00         | 38,443.99  | DIR02, PR DIRECT DEPOSIT   |
|        | H8637        | 08/01/18   | EFT01 (ELECTRONIC FUND TRANSFERS)   |             | 6,795.22     | .00         | 6,795.22   | EFT01, FEDERAL TAX 7/14-7  |
|        | H8638        | 08/01/18   | EMP01 (EMPLOYMENT DEVEL DEPT)       |             | 2,748.59     | .00         | 2,748.59   | EMP01, STATE TAX 7/14-7/2  |
|        | H8639        | 08/01/18   | PER01 (PERS )                       |             | 3,319.71     | .00         | 3,319.71   | PER01, PERS CLASSIC CONTR  |
|        | H8640        | 08/01/18   | PER01 (PERS )                       |             | 3,991.26     | .00         | 3,991.26   | PER01, PERS NEW CONTRIBUT  |
|        | H8641        | 08/01/18   | EFT01 (ELECTRONIC FUND TRANSFERS)   |             | .14          | .00         | .14        | EFT01, 2018 2ND QTR FEDER  |
|        | H8642        | 08/27/18   | VER01 (VERIZON WIRELESS)            |             | 1,398.27     | .00         | 1,398.27   | VER01, 98114555628, 6/23-7 |
|        | H8643        | 08/27/18   | STA01 (STATE COMPENSATION FUND)     |             | 2,141.67     | .00         | 2,141.67   | STA01, AUG-18 WORKER'S CO  |
|        | H8644        | 08/01/18   | MER01 (MERCHANT SERVICES)           |             | 89.90        | .00         | 89.90      | MER01, JULY-18 MOA CC FEE  |
|        | H8645        | 08/01/18   | MER01 (MERCHANT SERVICES)           |             | 110.69       | .00         | 110.69     | MER01, JULY-18 TRANSIT CE  |
|        | H8646        | 08/13/18   | PAC01 (AT&T )                       |             | 178.32       | .00         | 178.32     | PAC01,ACCT #925-243-9029,  |
|        | H8647        | 08/11/18   | PAC01 (AT&T )                       |             | 352.38       | .00         | 352.38     | PAC01,ACCT #436-951-0106,  |
|        | H8648        | 08/07/18   | PAC01 (AT&T )                       |             | 33.12        | .00         | 33.12      | PAC01,ACCT #232-351-6060,  |
|        | H8649        | 08/27/18   | CAL04 (CALIFORNIA WATER SERVICE)    |             | 76.22        | .00         | 76.22      | CAL04, 36165555555, TC WAT |
|        | H8650        | 08/27/18   | CAL04 (CALIFORNIA WATER SERVICE)    |             | 1,374.28     | .00         | 1,374.28   | CAL04, 46165555555, TC IRR |
|        | H8651        | 08/27/18   | CAL04 (CALIFORNIA WATER SERVICE)    |             | 51.71        | .00         | 51.71      | CAL04, 25755555555, TC FIR |
|        | H8652        | 08/27/18   | CAL04 (CALIFORNIA WATER SERVICE)    |             | 643.95       | .00         | 643.95     | CAL04, 01986555555, BUS WA |
|        | H8653        | 08/27/18   | CAL04 (CALIFORNIA WATER SERVICE)    |             | 1,193.33     | .00         | 1,193.33   | CAL04, 90986555555, MOA WA |
|        | H8654        | 08/27/18   | CIT07 (CITY OF LIVERMORE - WATER)   |             | 37.80        | .00         | 37.80      | CIT07, 139361-00, ATLANTI  |
|        | H8655        | 08/27/18   | CIT07 (CITY OF LIVERMORE - WATER)   |             | 23.36        | .00         | 23.36      | CIT07, 139399-00, ATLANTI  |
|        | H8656        | 08/27/18   | CIT07 (CITY OF LIVERMORE - WATER)   |             | 151.62       | .00         | 151.62     | CIT07, 138430-01, ATLANTI  |
|        | H8657        | 08/27/18   | CIT07 (CITY OF LIVERMORE - WATER)   |             | 13.49        | .00         | 13.49      | CIT07, 138432-00, ATLANTI  |
|        | H8658        | 08/27/18   | PAC02 (PACIFIC GAS AND ELECTRIC)    |             | 8,161.13     | .00         | 8,161.13   | PAC02, 5809326332-3, MOA   |
|        | H8659        | 08/27/18   | PAC02 (PACIFIC GAS AND ELECTRIC)    |             | 1,388.63     | .00         | 1,388.63   | PAC02, 6062256368-6, ATLA  |
|        | H8660        | 08/27/18   | PAC02 (PACIFIC GAS AND ELECTRIC)    |             | 756.51       | .00         | 756.51     | PAC02, 7264840356-5, RAPI  |
|        | H8661        | 08/27/18   | PAC02 (PACIFIC GAS AND ELECTRIC)    |             | 145.22       | .00         | 145.22     | PAC02, 7649646868-7, DOOL  |
|        | H8662        | 08/15/18   | MVT01 (MV TRANSPORTATION, INC.)     |             | 378,720.32   | .00         | 378,720.32 | MVT01, 94576, AUG-18 1ST   |
|        | H8663        | 08/10/18   | SUD01 (JENNIFER SUDA)               |             | 10.58        | .00         | 10.58      | SUD01, AUG-18 EXPENSE REI  |
|        | H8664        | 08/10/18   | SHE01 (CYRUS SHEIK)                 |             | 1,777.45     | .00         | 1,777.45   | SHE01, JULY-18 CTA CONFER  |
|        | H8665        | 08/10/18   | KUL01 (KADRI KULM)                  |             | 12.00        | .00         | 12.00      | KUL01, JULY-18 TRAVEL REI  |
|        | H8666        | 08/10/18   | EDW01 (TAMARA EDWARDS)              |             | 34.55        | .00         | 34.55      | EDW01, JULY-18 EXPENSE RE  |
|        | H8667        | 08/01/18   | BRO03 (KARLA SUE BROWN)             |             | 100.00       | .00         | 100.00     | BRO03, JULY-18 BOD STIPEN  |
|        | H8668        | 08/01/18   | HAG01 (SCOTT HAGGERTY)              |             | 100.00       | .00         | 100.00     | HAG01, JULY-18 BOD STIPEN  |
|        | H8669        | 08/01/18   | HAU01 (DAVID HAUBERT)               |             | 100.00       | .00         | 100.00     | HAU01, JULY-18 BOD STIPEN  |
|        | H8670        | 08/01/18   | PEN01 (JERRY PENTIN)                |             | 100.00       | .00         | 100.00     | PEN01, JULY-18 BOD STIPEN  |
|        | H8671        | 08/01/18   | SPE04 (STEVEN G. SPEDOWFSKI)        |             | 200.00       | .00         | 200.00     | SPE04, JULY-18 BOD STIPEN  |
|        | H8672        | 08/01/18   | COO03 (BOB COOMBER)                 |             | 50.00        | .00         | 50.00      | COO03, JULY-18 BOD STIPEN  |
|        | H8673        | 08/01/18   | THA01 (JANINE THALBLUM)             |             | 100.00       | .00         | 100.00     | THA01, JULY-18 BOD STIPEN  |
|        | H8674        | 08/15/18   | EFT01 (ELECTRONIC FUND TRANSFERS)   |             | 7,864.07     | .00         | 7,864.07   | EFT01, FEDERAL TAX 7/28-8  |
|        | H8675        | 08/15/18   | EMP01 (EMPLOYMENT DEVEL DEPT)       |             | 3,061.83     | .00         | 3,061.83   | EMP01, STATE TAX 7/28-8/1  |
|        | H8676        | 08/15/18   | PER04 (CALPERS RETIREMENT SYSTEM)   |             | 967.81       | .00         | 967.81     | PER04, PERS 457 CONTRIBUT  |
|        | H8677        | 08/15/18   | PER01 (PERS )                       |             | 3,991.27     | .00         | 3,991.27   | PER01, PERS NEW CONTRIBUT  |
|        | H8678        | 08/15/18   | PER01 (PERS )                       |             | 3,319.72     | .00         | 3,319.72   | PER01, PERS CLASSIC CONTR  |
|        | H8679        | 08/17/18   | DIR02 (DIRECT DEPOSIT OF PAYROLL CH |             | 41,167.97    | .00         | 41,167.97  | DIR02, PR DIRECT DEPOSIT   |
|        | H8680        | 08/27/18   | CAP01 (CAPTURE TECHNOLOGIES INC)    |             | 750.00       | .00         | 750.00     | CAP01, 55017, PO #6868 TC  |
|        | H8681        | 08/27/18   | SHE05 (SHELL )                      |             | 66.06        | .00         | 66.06      | SHE05, AUG-18 CC STATEMEN  |
|        | H8682        | 08/29/18   | MVT01 (MV TRANSPORTATION, INC.)     |             | 378,720.32   | .00         | 378,720.32 | MVT01, 94577, AUG-18 2ND   |
|        | H8683        | 08/27/18   | STA13 (STAPLES CREDIT PLAN)         |             | 849.07       | .00         | 849.07     | STA13, AUG-18 CC STATEMEN  |
|        | H8684        | 08/27/18   | MTM01 (MEDICAL TRANSPORTATION MANAG |             | 113,468.44   | .00         | 113,468.44 | MTM01, JUN-18 MONTHLY SER  |
|        | H8685        | 08/27/18   | MTM01 (MEDICAL TRANSPORTATION MANAG |             | 3,279.50     | .00         | 3,279.50   | MTM01, MTM-112112 7/30-8/  |
|        | H8686        | 08/24/18   | TAX72 (JUSTIN HART)                 |             | 124.53       | .00         | 124.53     | TAX72, PARATAXI REIMBURSE  |
|        | H8687        | 08/24/18   | TX177 (MARILYN LANE)                |             | 78.20        | .00         | 78.20      | TX177, PARATAXI REIMBURSE  |
|        | H8688        | 08/24/18   | TAX07 (ASMA SYEDA)                  |             | 39.95        | .00         | 39.95      | TAX07, PARATAXI REIMBURSE  |
|        | H8689        | 08/24/18   | TAX99 (SAEED TIRMIZI)               |             | 90.53        | .00         | 90.53      | TAX99, PARATAXI REIMBURSE  |
|        | H8690        | 08/10/18   | MTM01 (MEDICAL TRANSPORTATION MANAG |             | 4,921.00     | .00         | 4,921.00   | MTM01, MTM-112111 7/4-7/2  |
|        | H8691        | 08/27/18   | VER01 (VERIZON WIRELESS)            |             | 273.11       | .00         | 273.11     | VER01, 900137386, PO #670  |
|        | H8692        | 08/27/18   | NEL01 (NELSON\NYGAARD CONSULTING AS |             | 1,120.00     | .00         | 1,120.00   | NEL01, 72980, JULY-18 PRO  |
|        | H8693        | 08/07/18   | CIT07 (CITY OF LIVERMORE - WATER)   |             | 44.44        | .00         | 44.44      | CIT07, 138431-00, ATLANTI  |
|        | H8694        | 08/07/18   | CIT07 (CITY OF LIVERMORE - WATER)   |             | 118.35       | .00         | 118.35     | CIT07, 139388-00, BUS WAS  |
|        | H8695        | 08/27/18   | AME06 (AMERICAN FIDELITY ASSURANCE  |             | 778.34       | .00         | 778.34     | AME06, SEPT-18 FLEXIBLE S  |
|        | H8696        | 08/27/18   | DEL05 (ALLIED ADMIN/DELTA DENTAL)   |             | 2,669.17     | .00         | 2,669.17   | DEL05, SEPT-18 DENTAL INS  |
|        | H8697        | 08/27/18   | MUT01 (MUTUAL OF OMAHA)             |             | 1,044.27     | .00         | 1,044.27   | MUT01, SEPT-18 LIFE & LTD  |
|        | H8698        | 08/27/18   | PER03 (CAL PUB EMP RETIRE SYSTM)    |             | 36,163.17    | .00         | 36,163.17  | PER03, SEPT-18 HEALTH INS  |
|        | H8699        | 08/27/18   | VSP01 (VSP )                        |             | 542.20       | .00         | 542.20     | VSP01, SEPT-18 VISION INS  |
|        | H8700        | 08/27/18   | AME06 (AMERICAN FIDELITY ASSURANCE  |             | 446.04       | .00         | 446.04     | AME06, AUG-18 SUPPLEMENTA  |
|        | H8701        | 08/27/18   | AME06 (AMERICAN FIDELITY ASSURANCE  |             | 778.34       | .00         | 778.34     | AME06, AUG-18 FLEXIBLE SP  |
|        | H8702        | 08/27/18   | VSP01 (VSP )                        |             | 542.20       | .00         | 542.20     | VSP01, AUG-18 VISION INSU  |
|        | H8703        | 08/27/18   | MUT01 (MUTUAL OF OMAHA)             |             | 1,144.57     | .00         | 1,144.57   | MUT01, AUG-18 LIFE & LTD   |
|        | H8704        | 08/27/18   | PER03 (CAL PUB EMP RETIRE SYSTM)    |             | 38,358.90    | .00         | 38,358.90  | PER03, AUG-18 HEALTH INSU  |
|        | H8705        | 08/27/18   | AME06 (AMERICAN FIDELITY ASSURANCE  |             | 446.04       | .00         | 446.04     | AME06, JULY-18 SUPPLEMENT  |
|        | H8706        | 08/10/18   | MVT01 (MV TRANSPORTATION, INC.)     |             | 39,940.59    | .00         | 39,940.59  | MVT01, JUN-18 MONTHLY FIX  |
|        | H8707        | 08/31/18   | PER01 (PERS )                       |             | 700.00       | .00         | 700.00     | PER01, GASB-68 REPORTING   |
|        | H8708        | 08/31/18   | CAL04 (CALIFORNIA WATER SERVICE)    |             | 68.95        | .00         | 68.95      | CAL04, 47555555555, MOA FI |
|        | H8709        | 08/31/18   | CAL04 (CALIFORNIA WATER SERVICE)    |             | 68.95        | .00         | 68.95      | CAL04, 57555555555, CONTRA |
|        | H8710        | 08/31/18   | BRO03 (KARLA SUE BROWN)             |             | 200.00       | .00         | 200.00     | BRO03, AUG-18 BOD STIPEND  |
|        | H8711        | 08/31/18   | HAG01 (SCOTT HAGGERTY)              |             | 100.00       | .00         | 100.00     | HAG01, AUG-18 BOD STIPEND  |

REPORT.: Sep 17 18 Monday  
 RUN....: Sep 17 18 Time: 13:48  
 Run By.: Daniel Zepeda

LAVTA  
 Month End Cash Disbursements Report  
 Prior Period Report for 08-18 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         |
|-----------------------------------|--------------|------------|-------------------------------------|-------------|--------------|-------------|--------------|---------------------------|
| 08-18                             | H8712        | 08/31/18   | PEN01 (JERRY PENTIN)                |             | 100.00       | .00         | 100.00       | PEN01, AUG-18 BOD STIPEND |
|                                   | H8713        | 08/31/18   | SPE04 (STEVEN G. SPEDOWFSKI)        |             | 100.00       | .00         | 100.00       | SPE04, AUG-18 BOD STIPEND |
|                                   | H8714        | 08/31/18   | COO03 (BOB COOMBER)                 |             | 50.00        | .00         | 50.00        | COO03, AUG-18 BOD STIPEND |
|                                   | H8715        | 08/31/18   | THA01 (JANINE THALBLUM)             |             | 100.00       | .00         | 100.00       | THA01, AUG-18 BOD STIPEND |
|                                   | H8716        | 08/31/18   | PER01 (PERS )                       |             | 3,319.71     | .00         | 3,319.71     | PER01, PERS CLASSIC CONTR |
|                                   | H8717        | 08/31/18   | PER01 (PERS )                       |             | 3,991.27     | .00         | 3,991.27     | PER01, PERS NEW CONTRIBUT |
|                                   | H8718        | 08/31/18   | PER04 (CALPERS RETIREMENT SYSTEM)   |             | 1,267.65     | .00         | 1,267.65     | PER04, PERS 457 CONTRIBUT |
|                                   | H8719        | 08/31/18   | EMP01 (EMPLOYMENT DEVEL DEPT)       |             | 2,785.68     | .00         | 2,785.68     | EMP01, STATE TAX 8/11-8/2 |
|                                   | H8720        | 08/31/18   | EFT01 (ELECTRONIC FUND TRANSFERS)   |             | 6,999.86     | .00         | 6,999.86     | EFT01, FEDERAL TAXES 8/11 |
|                                   | H8721        | 08/31/18   | DIR02 (DIRECT DEPOSIT OF PAYROLL CH |             | 39,801.64    | .00         | 39,801.64    | DIR02, PR DIRECT DEPOSIT  |
|                                   | 020759       | 08/14/18   | A&M01 (LEO LAM INC)                 |             | 8,067.90     | .00         | 8,067.90     | Automatic Generated Check |
|                                   | 020760       | 08/14/18   | AIM01 (AIM TO PLEASE JANITORIAL SER |             | 3,370.44     | .00         | 3,370.44     | Automatic Generated Check |
|                                   | 020761       | 08/14/18   | ATT03 (AT&T )                       |             | 919.70       | .00         | 919.70       | Automatic Generated Check |
|                                   | 020762       | 08/14/18   | CAL13 (CALIFORNIA TRANSIT)          |             | 376.70       | .00         | 376.70       | Automatic Generated Check |
|                                   | 020763       | 08/14/18   | CIT01 (CITY OF LIVERMORE)           |             | 1,388.99     | .00         | 1,388.99     | Automatic Generated Check |
|                                   | 020764       | 08/14/18   | CRO02 (CROWN TROPHY PLEASANTON)     |             | 80.47        | .00         | 80.47        | Automatic Generated Check |
|                                   | 020765       | 08/14/18   | D&D02 (D & D WATER TREATMENT)       |             | 12,599.82    | .00         | 12,599.82    | Automatic Generated Check |
|                                   | 020766       | 08/14/18   | DAY02 (DAY & NIGHT PEST CONTROL)    |             | 218.00       | .00         | 218.00       | Automatic Generated Check |
|                                   | 020767       | 08/14/18   | EME01 (EMERALD LANDSCAPE CO INC)    |             | 2,224.00     | .00         | 2,224.00     | Automatic Generated Check |
|                                   | 020768       | 08/14/18   | FED01 (FedEx )                      |             | 65.88        | .00         | 65.88        | Automatic Generated Check |
|                                   | 020769       | 08/14/18   | FLU01 (FLUENT LANGUAGE SOLUTIONS)   |             | 285.97       | .00         | 285.97       | Automatic Generated Check |
|                                   | 020770       | 08/14/18   | GET01 (GETTLER-RYAN INC.)           |             | 1,142.47     | .00         | 1,142.47     | Automatic Generated Check |
|                                   | 020771       | 08/14/18   | HAN01 (HANSON BRIDGETT MARCUS)      |             | 9,956.50     | .00         | 9,956.50     | Automatic Generated Check |
|                                   | 020772       | 08/14/18   | KKI01 (ALPHA MEDIA LLC)             |             | 2,600.00     | .00         | 2,600.00     | Automatic Generated Check |
|                                   | 020773       | 08/14/18   | LIV02 (LIVERMORE SANITATION INC)    |             | 2,385.70     | .00         | 2,385.70     | Automatic Generated Check |
|                                   | 020774       | 08/14/18   | MAR02 (MARIANNE PAYNE)              |             | 75,650.00    | .00         | 75,650.00    | Automatic Generated Check |
|                                   | 020775       | 08/14/18   | MET01 (METROPOLITAN TRANSPORT-)     |             | 12,891.97    | .00         | 12,891.97    | Automatic Generated Check |
|                                   | 020776       | 08/14/18   | OFF01 (OFFICE DEPOT)                |             | 149.69       | .00         | 149.69       | Automatic Generated Check |
|                                   | 020777       | 08/14/18   | PAC11 (PACIFIC ENVIROMENTAL SERV)   |             | 240.00       | .00         | 240.00       | Automatic Generated Check |
|                                   | 020778       | 08/14/18   | PRE03 (PREMIER SECURITY SOLNS CO)   |             | 275.00       | .00         | 275.00       | Automatic Generated Check |
|                                   | 020779       | 08/14/18   | SCF01 (SC FUELS)                    |             | 39,310.03    | .00         | 39,310.03    | Automatic Generated Check |
|                                   | 020780       | 08/14/18   | SIN01 (SINGLEPOINT COMMUNICATIONS I |             | 6,384.00     | .00         | 6,384.00     | Automatic Generated Check |
|                                   | 020781       | 08/14/18   | SOL01 (SOLUTIONS FOR TRANSIT)       |             | 2,083.33     | .00         | 2,083.33     | Automatic Generated Check |
|                                   | 020782       | 08/14/18   | TAX71 (MARY RARIDON)                |             | 18.70        | .00         | 18.70        | Automatic Generated Check |
|                                   | 020783       | 08/14/18   | TEL01 (TPx COMMUNICATIONS)          |             | 1,971.43     | .00         | 1,971.43     | Automatic Generated Check |
|                                   | 020784       | 08/14/18   | TIC01 (JONATHAN THOMAS)             |             | 60.00        | .00         | 60.00        | Automatic Generated Check |
|                                   | 020785       | 08/14/18   | TX133 (SAROJA IYER)                 |             | 200.00       | .00         | 200.00       | Automatic Generated Check |
|                                   | 020786       | 08/14/18   | TX138 (SUSAN ZAPPE)                 |             | 37.00        | .00         | 37.00        | Automatic Generated Check |
|                                   | 020787       | 08/14/18   | TX156 (YVONNE BRETOI)               |             | 200.00       | .00         | 200.00       | Automatic Generated Check |
|                                   | 020788       | 08/14/18   | TX173 (ADELE WRIGHT)                |             | 41.65        | .00         | 41.65        | Automatic Generated Check |
|                                   | 020789       | 08/14/18   | UBE01 (UBER )                       |             | 11,623.00    | .00         | 11,623.00    | Automatic Generated Check |
|                                   | 020790       | 08/14/18   | VAL02 (VALLEY PLUMBING HOME)        |             | 405.10       | .00         | 405.10       | Automatic Generated Check |
|                                   | 020791       | 08/21/18   | AEC01 (AECOM TECHNICAL SERVICES INC |             | 124,488.44   | .00         | 124,488.44   | Automatic Generated Check |
|                                   | 020792       | 08/24/18   | ATT02 (AT&T )                       |             | 391.31       | .00         | 391.31       | Automatic Generated Check |
|                                   | 020793       | 08/24/18   | AVI01 (AMADOR VALLEY INDUSTRIES)    |             | 384.67       | .00         | 384.67       | Automatic Generated Check |
|                                   | 020794       | 08/24/18   | CIT06 (CITY OF LIVERMORE SEWER)     |             | 305.83       | .00         | 305.83       | Automatic Generated Check |
|                                   | 020795       | 08/24/18   | CUM02 (CUMMINS ALLISON CORP)        |             | 358.66       | .00         | 358.66       | Automatic Generated Check |
|                                   | 020796       | 08/24/18   | DIR01 (DIRECT TV)                   |             | 18.25        | .00         | 18.25        | Automatic Generated Check |
|                                   | 020797       | 08/24/18   | EME01 (EMERALD LANDSCAPE CO INC)    |             | 4,260.00     | .00         | 4,260.00     | Automatic Generated Check |
|                                   | 020798       | 08/24/18   | INT03 (INTERNATL EFFECTIVENESS)     |             | 73.88        | .00         | 73.88        | Automatic Generated Check |
|                                   | 020799       | 08/24/18   | JTH01 (J. THAYER COMPANY)           |             | 143.94       | .00         | 143.94       | Automatic Generated Check |
|                                   | 020800       | 08/24/18   | KKI01 (ALPHA MEDIA LLC)             |             | 1,400.00     | .00         | 1,400.00     | Automatic Generated Check |
|                                   | 020801       | 08/24/18   | OFF01 (OFFICE DEPOT)                |             | 90.97        | .00         | 90.97        | Automatic Generated Check |
|                                   | 020802       | 08/24/18   | PLA02 (PLANETERIA MEDIA LLC)        |             | 325.00       | .00         | 325.00       | Automatic Generated Check |
|                                   | 020803       | 08/24/18   | RHT01 (PRIME MECHANICAL SERVICE INC |             | 817.00       | .00         | 817.00       | Automatic Generated Check |
|                                   | 020804       | 08/24/18   | SCF01 (SC FUELS)                    |             | 12,565.18    | .00         | 12,565.18    | Automatic Generated Check |
|                                   | 020805       | 08/24/18   | SHA02 (SHAMROCK OFFICE SOLUTIONS)   |             | 11.47        | .00         | 11.47        | Automatic Generated Check |
|                                   | 020806       | 08/24/18   | TIC01 (JONATHAN THOMAS)             |             | 182.00       | .00         | 182.00       | Automatic Generated Check |
|                                   | 020807       | 08/24/18   | TOL06 (TOLAR MFR CO INC)            |             | 222.98       | .00         | 222.98       | Automatic Generated Check |
|                                   | 020808       | 08/24/18   | TX191 (ROSE RAHAILA)                |             | 9.78         | .00         | 9.78         | Automatic Generated Check |
|                                   | 020809       | 08/24/18   | TX192 (PATRICIA LOVELOCK)           |             | 65.45        | .00         | 65.45        | Automatic Generated Check |
|                                   | 020810       | 08/24/18   | TX199 (EDNA RHYNES)                 |             | 59.71        | .00         | 59.71        | Automatic Generated Check |
|                                   | 020811       | 08/24/18   | UST01 (UST COMPLIANCE TESTING IN)   |             | 1,200.00     | .00         | 1,200.00     | Automatic Generated Check |
| Total for Bank Account 105 -----> |              |            |                                     |             | 1,550,582.35 | .00         | 1,550,582.35 |                           |

Grand Total of all Bank Accounts -----> 1,550,582.35 .00 1,550,582.35

REPORT.: Sep 17 18 Monday  
 RUN....: Sep 17 18 Time: 13:47  
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LAVTA  
 Month End Payable Activity Report  
 Prior Period Report for 08-18

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 ID #: PY-AC  
 CTL.: WHE

| Period | Vendor # (Name)                              | Invoice Number | Invoice Date | Due Date | Disc. Terms | Gross Amount | Description                                    |
|--------|--|----------------|--------------|----------|-------------|--------------|--|
| 08-18  | A&M01 (LEO LAM INC)                          | 147822         | 07/26/18     | 08/25/18 | A           | 8067.90      | A&M01, 147822, PO #6816 AUG-18 TIMETABLES-SE   |
| 08-18  | AEC01 (AECOM TECHNICAL SERVICES IN200099199  |                | 08/16/18     | 09/15/18 | A           | 124488.44    | AEC01, 2000099199, 5/12-6/1/18 ALTAMONT RAIL   |
| 08-18  | AIM01 (AIM TO PLEASE JANITORIAL SE35-JUL-18  |                | 07/31/18     | 08/30/18 | A           | 3370.44      | AIM01, JULY-18 JANITORIAL MONTHLY SERVICE      |
| 08-18  | AME06 (AMERICAN FIDELITY ASSURANCE FSA08-18H |                | 07/04/18     | 08/03/18 | A           | 778.34       | AME06, AUG-18 FLEXIBLE SPENDING ACCT           |
|        | FSA09-18H                                    |                | 08/03/18     | 09/02/18 | A           | 778.34       | AME06, SEPT-18 FLEXIBLE SPENDING ACCT          |
|        | SUPP07-18H                                   |                | 07/17/18     | 08/16/18 | A           | 446.04       | AME06, JULY-18 SUPPLEMENTAL INSURANCE          |
|        | SUPP08-18H                                   |                | 08/16/18     | 09/15/18 | A           | 446.04       | AME06, AUG-18 SUPPLEMENTAL INSURANCE           |
|        | Vendor's Total ----->                        |                |              |          |             | 2448.76      |  |
| 08-18  | ATT02 (AT&T )                                | 11771111       | 08/13/18     | 09/12/18 | A           | 391.31       | ATT02, 11771111, PAYER #9391035694 7/13-8/12   |
| 08-18  | ATT03 (AT&T )                                | 190482400      | 07/19/18     | 08/18/18 | A           | 919.70       | ATT03, 3190482400, JULY-18 INTERNET PRI        |
| 08-18  | AVI01 (AMADOR VALLEY INDUSTRIES)             | 701758         | 07/31/18     | 08/30/18 | A           | 384.67       | AVI01, 701758, JULY-18 GARBAGE PICK UP SERVI   |
| 08-18  | BRO03 (KARLA SUE BROWN)                      | AUG-2018H      | 08/31/18     | 09/30/18 | A           | 200.00       | BRO03, AUG-18 BOD STIPEND                      |
|        | JULY-2018H                                   |                | 08/01/18     | 08/31/18 | A           | 100.00       | BRO03, JULY-18 BOD STIPEND                     |
|        | Vendor's Total ----->                        |                |              |          |             | 300.00       |  |
| 08-18  | CAL04 (CALIFORNIA WATER SERVICE)             | 198071818H     | 07/18/18     | 08/17/18 | A           | 643.95       | CAL04, 0198655555, BUS WASH 6/19-7/17/18       |
|        | 257073118H                                   |                | 07/31/18     | 08/30/18 | A           | 51.71        | CAL04, 2575555555, TC FIRE 8/1-8/31/18         |
|        | 361080118H                                   |                | 08/01/18     | 08/31/18 | A           | 76.22        | CAL04, 3616555555, TC WATER 6/29-7/31/18       |
|        | 461080218H                                   |                | 08/02/18     | 09/01/18 | A           | 1374.28      | CAL04, 4616555555, TC IRRG. 6/29-8/1/18        |
|        | 475073118H                                   |                | 07/31/18     | 08/30/18 | A           | 68.95        | CAL04, 4755555555, MOA FIRE 8/1-8/31/18        |
|        | 575073118H                                   |                | 07/31/18     | 08/30/18 | A           | 68.95        | CAL04, 5755555555, CONTRACTOR FIRE 8/1-8/31/18 |
|        | 909071918H                                   |                | 07/19/18     | 08/18/18 | A           | 1193.33      | CAL04, 9098655555, MOA WATER 6/19-7/17/18      |
|        | Vendor's Total ----->                        |                |              |          |             | 3477.39      |  |
| 08-18  | CAL13 (CALIFORNIA TRANSIT)                   | 312018JUL      | 07/31/18     | 08/30/18 | A           | 376.70       | CAL13, 31-2018-JULY, JULY-18 INSURANCE CLAIM   |
| 08-18  | CAP01 (CAPTURE TECHNOLOGIES INC)             | 55017H         | 08/09/18     | 09/08/18 | A           | 750.00       | CAP01, 55017, PO #6868 TC CAMERA OPERATING S   |
| 08-18  | CIT01 (CITY OF LIVERMORE)                    | 1294-FY19      | 08/06/18     | 09/05/18 | A           | 1388.99      | CIT01, 1294-FY19 RUTAN WASTEWATER PERMIT       |
| 08-18  | CIT06 (CITY OF LIVERMORE SEWER)              | TC081418       | 08/14/18     | 09/13/18 | A           | 305.83       | CIT06, 133389-00, TRANSIT CENTER 7/10-8/14/1   |
| 08-18  | CIT07 (CITY OF LIVERMORE - WATER)            | 361071718H     | 07/17/18     | 08/16/18 | A           | 37.80        | CIT07, 139361-00, ATLANTIS SEWER 6/19-7/17/1   |
|        | 388080718H                                   |                | 08/07/18     | 09/06/18 | A           | 118.35       | CIT07, 139388-00, BUS WASH 7/3-8/7/18          |
|        | 399071718H                                   |                | 07/17/18     | 08/16/18 | A           | 23.36        | CIT07, 139399-00, ATLANTIS SEWER 6/19-7/17/1   |
|        | 430071718H                                   |                | 07/17/18     | 08/16/18 | A           | 151.62       | CIT07, 138430-01, ATLANTIS INDOOR 6/19-7/17/   |
|        | 431080718H                                   |                | 08/07/18     | 09/06/18 | A           | 44.44        | CIT07, 138431-00, ATLANTIS IRRG. 7/3-8/7/18    |
|        | 432071718H                                   |                | 07/17/18     | 08/16/18 | A           | 13.49        | CIT07, 138432-00, ATLANTIS FIRE 6/19-7/17/18   |
|        | Vendor's Total ----->                        |                |              |          |             | 389.06       |  |
| 08-18  | COO03 (BOB COOMBER)                          | AUG-2018H      | 08/31/18     | 09/30/18 | A           | 50.00        | COO03, AUG-18 BOD STIPEND                      |
|        | JULY-2018H                                   |                | 08/01/18     | 08/31/18 | A           | 50.00        | COO03, JULY-18 BOD STIPEND                     |
|        | Vendor's Total ----->                        |                |              |          |             | 100.00       |  |
| 08-18  | CRO02 (CROWN TROPHY PLEASANTON)              | 24850          | 07/30/18     | 08/29/18 | A           | 80.47        | CRO02, 24850, PO #6844 NAME PLATE ENGRAVING    |
| 08-18  | CUM02 (CUMMINS ALLISON CORP)                 | 5556019        | 08/09/18     | 09/08/18 | A           | 358.66       | CUM02, 5556019, PO #6869 COIN COUNTING MACHI   |
| 08-18  | D&D02 (D & D WATER TREATMENT)                | 998            | 07/27/18     | 08/26/18 | A           | 12599.82     | D&D02, 998, PO #6722 INSTALL REVERSE OSMOSIS   |
| 08-18  | DAY02 (DAY & NIGHT PEST CONTROL)             | 135403         | 07/20/18     | 08/19/18 | A           | 218.00       | DAY02, 135403, 7/20/18 RUTAN SERVICE           |
| 08-18  | DEL05 (ALLIED ADMIN/DELTA DENTAL)            | SEPT-2018H     | 08/06/18     | 09/05/18 | A           | 2669.17      | DEL05, SEPT-18 DENTAL INSURANCE                |
| 08-18  | DIR01 (DIRECT TV)                            | 837565678      | 08/12/18     | 09/11/18 | A           | 18.25        | DIR01, 34837565678, AUG-18 SERVICE             |
| 08-18  | DIR02 (DIRECT DEPOSIT OF PAYROLL C 20180727H |                | 08/01/18     | 08/31/18 | A           | 38443.99     | DIR02, PR DIRECT DEPOSIT 7/14-7/27/18          |



REPORT.: Sep 17 18 Monday  
 RUN....: Sep 17 18 Time: 13:47  
 Run By.: Daniel Zepeda

LAVTA  
 Month End Payable Activity Report  
 Prior Period Report for 08-18

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 ID #: PY-AC  
 CTL.: WHE

| Period | Vendor # (Name)                    | Invoice Number | Invoice Date | Due Date | Disc. Terms | Gross Amount | Description                                  |
|--------|------------------------------------|----------------|--------------|----------|-------------|--------------|--|
| 08-18  | DIR02 (DIRECT DEPOSIT OF PAYROLL C | 20180810H      | 08/17/18     | 09/16/18 | A           | 41167.97     | DIR02, PR DIRECT DEPOSIT 7/28-8/10/18        |
|        |                                    | 20180824H      | 08/31/18     | 09/30/18 | A           | 39801.64     | DIR02, PR DIRECT DEPOSIT 8/11-8/24/18        |
|        |                                    | 20180801FH     | 08/01/18     | 08/31/18 | A           | 577.26       | DIR02, PR DIRECT DEPOSIT 7/14-8/1/18-N. SIMP |
|        |                                    | 20180810FH     | 08/10/18     | 09/09/18 | A           | 475.85       | DIR02, PR DIRECT DEPOSIT 7/28-8/10/18-H. BUR |
|        | Vendor's Total                     |                |              |          |             | 120466.71    |  |
| 08-18  | EDW01 (TAMARA EDWARDS)             | JULY-2018H     | 08/02/18     | 09/01/18 | A           | 34.55        | EDW01, JULY-18 EXPENSE REIMBURSE             |
| 08-18  | EFT01 (ELECTRONIC FUND TRASFERS)   | 20180630H      | 07/01/18     | 07/31/18 | A           | .14          | EFT01, 2018 2ND QTR FEDERAL TAXES BALANCE    |
|        |                                    | 20180727H      | 08/01/18     | 08/31/18 | A           | 6795.22      | EFT01, FEDERAL TAX 7/14-7/27/18              |
|        |                                    | 20180810H      | 08/15/18     | 09/14/18 | A           | 7864.07      | EFT01, FEDERAL TAX 7/28-8/10/18              |
|        |                                    | 20180824H      | 08/31/18     | 09/30/18 | A           | 6999.86      | EFT01, FEDERAL TAXES 8/11-8/24/18            |
|        |                                    | 20180801FH     | 08/01/18     | 08/31/18 | A           | 119.81       | EFT01, FEDERAL TAX 7/14-8/1/18-N. SIMPKIN FI |
|        |                                    | 20180810FH     | 08/10/18     | 09/09/18 | A           | 132.84       | EFT01, 7/28-8/10/18 FED TAX-H. BURKHART FINA |
|        | Vendor's Total                     |                |              |          |             | 21911.94     |  |
| 08-18  | EME01 (EMERALD LANDSCAPE CO INC)   | 317154         | 08/01/18     | 08/31/18 | A           | 1226.00      | EME01, 317154, AUG-18 LANDSCAPING SERVICES   |
|        |                                    | 317869         | 07/31/18     | 08/30/18 | A           | 998.00       | EME01, 317869, PO #6887 RUTAN IRRG. REPAIR 7 |
|        |                                    | 317890         | 07/31/18     | 08/30/18 | A           | 510.00       | EME01, 317890, PO #6893 RUTAN IRRG. REPAIRS  |
|        |                                    | 318152         | 08/17/18     | 09/16/18 | A           | 3750.00      | EME01, 318152, PO #6919 ATLANTIS LANDSCAPING |
|        | Vendor's Total                     |                |              |          |             | 6484.00      |  |
| 08-18  | EMP01 (EMPLOYMENT DEVEL DEPT)      | 20180727H      | 08/01/18     | 08/31/18 | A           | 2748.59      | EMP01, STATE TAX 7/14-7/27/18                |
|        |                                    | 20180810H      | 08/15/18     | 09/14/18 | A           | 3061.83      | EMP01, STATE TAX 7/28-8/10/18                |
|        |                                    | 20180824H      | 08/31/18     | 09/30/18 | A           | 2785.68      | EMP01, STATE TAX 8/11-8/24/18                |
|        |                                    | 20180801FH     | 08/01/18     | 08/31/18 | A           | 9.11         | EMP01, STATE TAX 7/14-8/1/18-N. SIMPKIN FINA |
|        |                                    | 20180810FH     | 08/10/18     | 09/09/18 | A           | 11.37        | EMP01, STATE TAX 7/28-8/10/18-H. BURKHART FI |
|        | Vendor's Total                     |                |              |          |             | 8616.58      |  |
| 08-18  | FED01 (FedEx )                     | 350923936      | 07/28/18     | 08/27/18 | A           | 65.88        | FED01, 3-5092-3936, JULY-18 STATEMENT        |
| 08-18  | FLU01 (FLUENT LANGUAGE SOLUTIONS)  | 1041425        | 07/31/18     | 08/30/18 | A           | 285.97       | FLU01, 1041425, PO #6774 ONSITE INTERPRETING |
| 08-18  | GET01 (GETTLER-RYAN INC.)          | 7849           | 07/18/18     | 08/17/18 | A           | 871.72       | GET01, 7849, PO #6882 RUTAN L-8 FUEL ALARM   |
|        |                                    | 7941           | 08/01/18     | 08/31/18 | A           | 270.75       | GET01, 7941, PO #6889 RUTAN L-2 FUEL ALARM   |
|        | Vendor's Total                     |                |              |          |             | 1142.47      |  |
| 08-18  | HAG01 (SCOTT HAGGERTY)             | AUG-2018H      | 08/31/18     | 09/30/18 | A           | 100.00       | HAG01, AUG-18 BOD STIPEND                    |
|        |                                    | JULY-2018H     | 08/01/18     | 08/31/18 | A           | 100.00       | HAG01, JULY-18 BOD STIPEND                   |
|        | Vendor's Total                     |                |              |          |             | 200.00       |  |
| 08-18  | HAN01 (HANSON BRIDGETT MARCUS)     | 1219372        | 07/30/18     | 08/29/18 | A           | 1350.00      | HAN01, 1219372, JUN-18 CONTRACT LEGAL FEES   |
|        |                                    | 1219373        | 07/30/18     | 08/29/18 | A           | 8606.50      | HAN01, 1219373, JUN-18 ADMIN LEGAL FEES      |
|        | Vendor's Total                     |                |              |          |             | 9956.50      |  |
| 08-18  | HAU01 (DAVID HAUBERT)              | JULY-2018H     | 08/01/18     | 08/31/18 | A           | 100.00       | HAU01, JULY-18 BOD STIPEND                   |
| 08-18  | INT03 (INTERNATL EFFECTIVENESS)    | 37936          | 08/06/18     | 09/05/18 | A           | 73.88        | INT03, 37936, PO #6900 FARE POLICY SIGN TRAN |
| 08-18  | JTH01 (J. THAYER COMPANY)          | 1276069-0      | 08/20/18     | 09/19/18 | A           | 143.94       | JTH01, 1276069-0, 8/20/18 PRINTING PAPER     |
| 08-18  | KKI01 (ALPHA MEDIA LLC)            | 316935-1       | 07/31/18     | 08/30/18 | A           | 2600.00      | KKI01, 316935-1, RADIO ADS 7/23-8/5/18       |
|        |                                    | 316935-2       | 08/05/18     | 09/04/18 | A           | 1400.00      | KKI01, 316935-2, 8/1-8/5/18 RADIO ADS        |
|        | Vendor's Total                     |                |              |          |             | 4000.00      |  |
| 08-18  | KUL01 (KADRI KULM)                 | JULY-2018H     | 07/30/18     | 08/29/18 | A           | 12.00        | KUL01, JULY-18 TRAVEL REIMBURSE              |
| 08-18  | LIV10 (LIVERMORE SANITATION INC)   | 1023695        | 07/31/18     | 08/30/18 | A           | 2385.70      | LIV10, 1023695, JULY-18 GARBAGE SERVICE      |
| 08-18  | MAR02 (MARIANNE PAYNE)             | APR-2018       | 04/30/18     | 05/30/18 | A           | 10200.00     | MAR02, APR-18 RAIL AUTHORITY CONSULTANT      |
|        |                                    | DEC-2017       | 12/31/17     | 01/30/18 | A           | 7225.00      | MAR02, DEC-17 RAIL AUTHORITY CONSULTANT      |
|        |                                    | FEB-2018       | 02/28/18     | 03/30/18 | A           | 13600.00     | MAR02, FEB-18 RAIL AUTHORITY CONSULTANT      |
|        |                                    | JAN-2018       | 01/31/18     | 03/02/18 | A           | 13600.00     | MAR02, JAN-18 RAIL AUTHORITY CONSULTANT      |
|        |                                    | JUN-2018       | 06/30/18     | 07/30/18 | A           | 8500.00      | MAR02, JUN-18 RAIL AUTHORITY CONSULTANT      |
|        |                                    | MAR-2018       | 03/31/18     | 04/30/18 | A           | 10200.00     | MAR02, MAR-18 RAIL AUTHORITY CONSULTANT      |
|        |                                    | MAY-2018       | 05/31/18     | 06/30/18 | A           | 6800.00      | MAR02, MAY-18 RAIL AUTHORITY CONSULTANT      |

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|--------|--|----------------|----------------|----------|-------------|--------------|---|
| 08-18  | MAR02 (MARIANNE PAYNE)                       | NOV-2017       | 11/30/17       | 12/30/17 | A           | 5525.00      | MAR02, NOV-17 RAIL AUTHORITY CONSULTANT       |
|        |  |                | Vendor's Total | ----->   |             | 75650.00     |   |
| 08-18  | MER01 (MERCHANT SERVICES)                    | TC073118H      | 08/01/18       | 08/31/18 | A           | 110.69       | MER01, JULY-18 TRANSIT CENTER CC FEES         |
|        |  | MOA073118H     | 08/01/18       | 08/31/18 | A           | 89.90        | MER01, JULY-18 MOA CC FEES                    |
|        |  |                | Vendor's Total | ----->   |             | 200.59       |   |
| 08-18  | MET01 (METROPOLITAN TRANSPORT-)              | AR017739       | 06/30/18       | 07/30/18 | A           | 12614.72     | MET01, AR017739, JUN-18 CLIPPER FEES          |
|        |  | AR017883       | 06/30/18       | 07/30/18 | A           | 277.25       | MET01, AR017883, BANK FEES CLIPPER 01/18-06/  |
|        |  |                | Vendor's Total | ----->   |             | 12891.97     |   |
| 08-18  | MTM01 (MEDICAL TRANSPORTATION MANA JUN-2018H | MTM112111H     | 08/15/18       | 09/14/18 | A           | 113468.44    | MTM01, JUN-18 MONTHLY SERVICES                |
|        |  | MTM112111H     | 08/10/18       | 09/09/18 | A           | 4921.00      | MTM01, MTM-112111 7/4-7/29/18                 |
|        |  | MTM112112H     | 08/20/18       | 09/19/18 | A           | 3279.50      | MTM01, MTM-112112 7/30-8/11/18                |
|        |  |                | Vendor's Total | ----->   |             | 121668.94    |   |
| 08-18  | MUT01 (MUTUAL OF OMAHA)                      | AUG-2018H      | 07/16/18       | 08/15/18 | A           | 1144.57      | MUT01, AUG-18 LIFE & LTD INSURANCE            |
|        |  | SEPT-2018H     | 08/15/18       | 09/14/18 | A           | 1044.27      | MUT01, SEPT-18 LIFE & LTD INSURANCE           |
|        |  |                | Vendor's Total | ----->   |             | 2188.84      |   |
| 08-18  | MVT01 (MV TRANSPORTATION, INC.)              | 94576H         | 08/03/18       | 09/02/18 | A           | 378720.32    | MVT01, 94576, AUG-18 1ST INSTALL PAYMENT      |
|        |  | 94577H         | 08/03/18       | 09/02/18 | A           | 378720.32    | MVT01, 94577, AUG-18 2ND INSTALL PAYMENT      |
|        |  | JUN-2018H      | 07/05/18       | 08/04/18 | A           | 39940.59     | MVT01, JUN-18 MONTHLY FIXED ROUTES SERVICE    |
|        |  |                | Vendor's Total | ----->   |             | 797381.23    |   |
| 08-18  | NEL01 (NELSON\NYGAARD CONSULTING A           | 72980H         | 08/22/18       | 09/21/18 | A           | 1120.00      | NEL01, 72980, JULY-18 PROFESSIONAL SERVICES   |
| 08-18  | OFF01 (OFFICE DEPOT)                         | 330136001      | 07/27/18       | 08/26/18 | A           | 19.97        | OFF01, 172330136001, 7/27/18 OFFICE SUPPLIES  |
|        |  | 334717001      | 07/26/18       | 08/25/18 | A           | 27.29        | OFF01, 172334717001, 7/26/18 OFFICE SUPPLIES  |
|        |  | 334719001      | 07/28/18       | 08/27/18 | A           | 3.73         | OFF01, 172334719001, 7/28/18 OFFICE SUPPLIES  |
|        |  | 740545001      | 07/23/18       | 08/22/18 | A           | 87.24        | OFF01, 169740545001, 7/23/18 OFFICE SUPPLIES  |
|        |  | 862070001      | 07/25/18       | 08/24/18 | A           | 102.43       | OFF01, 170862070001, 7/25/18 OFFICE SUPPLIES  |
|        |  |                | Vendor's Total | ----->   |             | 240.66       |   |
| 08-18  | PAC01 (AT&T )                                | ATT070718H     | 07/07/18       | 08/06/18 | A           | 33.12        | PAC01,ACCT #232-351-6060, CONTRACTOR FIRE 7/  |
|        |  | ATT071118H     | 07/11/18       | 08/10/18 | A           | 352.38       | PAC01,ACCT #436-951-0106, ATLANTIS T1 7/11-8  |
|        |  | ATT071318H     | 07/13/18       | 08/12/18 | A           | 178.32       | PAC01,ACCT #925-243-9029, ATLANTIS ALARM 7/1  |
|        |  |                | Vendor's Total | ----->   |             | 563.82       |   |
| 08-18  | PAC02 (PACIFIC GAS AND ELECTRIC)             | 580080718H     | 08/07/18       | 09/06/18 | A           | 8161.13      | PAC02, 5809326332-3, MOA ELECTRIC 6/29-7/30/  |
|        |  | 606080218H     | 08/02/18       | 09/01/18 | A           | 1388.63      | PAC02, 6062256368-6, ATLANTIS 6/28-7/27/18    |
|        |  | 726073118H     | 07/31/18       | 08/30/18 | A           | 756.51       | PAC02, 7264840356-5, RAPID BUS STOPS 6/20-7/  |
|        |  | 764071818H     | 07/18/18       | 08/17/18 | A           | 145.22       | PAC02, 7649646868-7, DOOLAN TWR 6/12-7/11/18  |
|        |  |                | Vendor's Total | ----->   |             | 10451.49     |   |
| 08-18  | PAC11 (PACIFIC ENVIROMENTAL SERV)            | 1438           | 08/03/18       | 09/02/18 | A           | 120.00       | PAC11, 1438, JULY-18 RUTAN MONTHLY SERVICE    |
|        |  | 1439           | 08/03/18       | 09/02/18 | A           | 120.00       | PAC11, 1439, JULY-18 ATLANTIS MONTHLY SERVICE |
|        |  |                | Vendor's Total | ----->   |             | 240.00       |   |
| 08-18  | PEN01 (JERRY PENTIN)                         | AUG-2018H      | 08/31/18       | 09/30/18 | A           | 100.00       | PEN01, AUG-18 BOD STIPEND                     |
|        |  | JULY-2018H     | 08/01/18       | 08/31/18 | A           | 100.00       | PEN01, JULY-18 BOD STIPEND                    |
|        |  |                | Vendor's Total | ----->   |             | 200.00       |   |
| 08-18  | PER01 (PERS )                                | 20180727CH     | 08/01/18       | 08/31/18 | A           | 3319.71      | PER01, PERS CLASSIC CONTRIBUTION 7/14-7/27/1  |
|        |  | 20180727NH     | 08/01/18       | 08/31/18 | A           | 3991.26      | PER01, PERS NEW CONTRIBUTION 7/14-7/27/18     |
|        |  | 20180810CH     | 08/15/18       | 09/14/18 | A           | 3319.72      | PER01, PERS CLASSIC CONTRIBUTION 7/28-8/10/1  |
|        |  | 20180810NH     | 08/15/18       | 09/14/18 | A           | 3991.27      | PER01, PERS NEW CONTRIBUTION 7/28-8/10/18     |
|        |  | 20180824CH     | 08/31/18       | 09/30/18 | A           | 3319.71      | PER01, PERS CLASSIC CONTRIBUTION 8/11-8/24/1  |
|        |  | 20180824NH     | 08/31/18       | 09/30/18 | A           | 3991.27      | PER01, PERS NEW CONTRIBUTION 8/11-8/24/18     |
|        |  | GASB-2018H     | 08/18/18       | 09/17/18 | A           | 700.00       | PER01, GASB-68 REPORTING FEES 2018            |
|        |  |                | Vendor's Total | ----->   |             | 22632.94     |   |
| 08-18  | PER03 (CAL PUB EMP RETIRE SYSTM)             | AUG-2018H      | 07/16/18       | 08/15/18 | A           | 38358.90     | PER03, AUG-18 HEALTH INSURANCE                |
|        |  | SEPT-2018H     | 08/14/18       | 09/13/18 | A           | 36163.17     | PER03, SEPT-18 HEALTH INSURANCE               |
|        |  |                | Vendor's Total | ----->   |             | 74522.07     |   |

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|--------|------------------------------------|-----------------------|--------------|----------|-------------|--------------|--|
| 08-18  | PER04 (CALPERS RETIREMENT SYSTEM)  | 20180727H             | 08/01/18     | 08/31/18 | A           | 967.65       | PER04, PERS 457 CONTRIBUTION 7/14-7/27/18    |
|        |                                    | 20180810H             | 08/15/18     | 09/14/18 | A           | 967.81       | PER04, PERS 457 CONTRIBUTIONS 7/28-8/10/18   |
|        |                                    | 20180824H             | 08/31/18     | 09/30/18 | A           | 1267.65      | PER04, PERS 457 CONTRIBUTION 8/11-8/24/18    |
|        |                                    | Vendor's Total -----> |              |          |             | 3203.11      |  |
| 08-18  | PLA02 (PLANETERIA MEDIA LLC)       | 15850                 | 08/15/18     | 09/14/18 | A           | 325.00       | PLA02, 15850, PO #6567 WEB HOSTING AUG-18    |
| 08-18  | PRE03 (PREMIER SECURITY SOLNS CO)  | 1807-206              | 07/20/18     | 08/19/18 | A           | 275.00       | PRE03, 1807-206, PO #6881 RUTAN FIRE ALARM T |
| 08-18  | RHT01 (PRIME MECHANICAL SERVICE IN | 15136                 | 08/13/18     | 09/12/18 | A           | 243.00       | RHT01, 15136, ATLANTIS HVAC QTRLY MAINT FY19 |
|        |                                    | 15138                 | 08/13/18     | 09/12/18 | A           | 574.00       | RHT01, 15138, RUTAN HVAC QTRLY MAINT FY19    |
|        |                                    | Vendor's Total -----> |              |          |             | 817.00       |  |
| 08-18  | SCF01 (SC FUELS)                   | 3652830               | 07/17/18     | 08/16/18 | A           | 19334.03     | SCF01, 3652830, 7/17/18 FUEL DELIVERY        |
|        |                                    | 3660305               | 08/02/18     | 09/01/18 | A           | 19976.00     | SCF01, 3660305, 8/2/18 FUEL DELIVERY         |
|        |                                    | 3673368               | 08/16/18     | 09/15/18 | A           | 12565.18     | SCF01, 3673368, 8/16/18 FUEL DELIVERY        |
|        |                                    | Vendor's Total -----> |              |          |             | 51875.21     |  |
| 08-18  | SHA02 (SHAMROCK OFFICE SOLUTIONS)  | 355387                | 07/26/18     | 08/25/18 | A           | 11.47        | SHA02, 355387, TONER FOR ADMIN PRINTER 7/26/ |
| 08-18  | SHE01 (CYRUS SHEIK)                | JULY-2018H            | 08/02/18     | 09/01/18 | A           | 1777.45      | SHE01, JULY-18 CTA CONFERENCE-TRAVEL REIMBUR |
| 08-18  | SHE05 (SHELL )                     | AUG-2018H             | 08/06/18     | 09/05/18 | A           | 66.06        | SHE05, AUG-18 CC STATEMENT                   |
| 08-18  | SIN01 (SINGLEPOINT COMMUNICATIONS  | 4640                  | 08/03/18     | 09/02/18 | A           | 6384.00      | SIN01, 4640, PO #6889 FLEET WIFI ANNUALCARE  |
| 08-18  | SOL01 (SOLUTIONS FOR TRANSIT)      | 18-0805LA             | 08/05/18     | 09/04/18 | A           | 2083.33      | SOL01, 18-0805LAVTA, JULY-18 CLIPPER ANALYSI |
| 08-18  | SPE04 (STEVEN G. SPEDOWFSKI)       | AUG-2018H             | 08/31/18     | 09/30/18 | A           | 100.00       | SPE04, AUG-18 BOD STIPEND                    |
|        |                                    | JULY-2018H            | 08/01/18     | 08/31/18 | A           | 200.00       | SPE04, JULY-18 BOD STIPEND                   |
|        |                                    | Vendor's Total -----> |              |          |             | 300.00       |  |
| 08-18  | STA01 (STATE COMPENSATION FUND)    | AUG-2018H             | 07/24/18     | 08/23/18 | A           | 2141.67      | STA01, AUG-18 WORKER'S COMP PREMIUM          |
| 08-18  | STA13 (STAPLES CREDIT PLAN)        | AUG-2018H             | 08/09/18     | 09/08/18 | A           | 849.07       | STA13, AUG-18 CC STATEMENT                   |
| 08-18  | SUD01 (JENNIFER SUDA)              | AUG-2018H             | 08/10/18     | 09/09/18 | A           | 10.58        | SUD01, AUG-18 EXPENSE REIMBURSE              |
| 08-18  | TAX07 (ASMA SYEDA)                 | 0724-0727H            | 08/10/18     | 09/09/18 | A           | 65.03        | TAX07, PARATAXI REIMBURSE 7/24-7/27/18       |
|        |                                    | 0728-0816H            | 08/24/18     | 09/23/18 | A           | 39.95        | TAX07, PARATAXI REIMBURSE 7/28-8/16/18       |
|        |                                    | Vendor's Total -----> |              |          |             | 104.98       |  |
| 08-18  | TAX14 (KAREN ADAMS)                | 0709-0723H            | 08/10/18     | 09/09/18 | A           | 103.73       | TAX14, PARATAXI REIMBURSE 7/9-7/23/18        |
| 08-18  | TAX32 (SUE TSANG)                  | 0507-0531H            | 08/10/18     | 09/09/18 | A           | 199.33       | TAX32, PARATAXI REIMBURSE 5/7-5/31/18        |
| 08-18  | TAX67 (CHRISTEL RAGER)             | 0702-0710H            | 08/10/18     | 09/09/18 | A           | 115.60       | TAX67, PARATAXI REIMBURSE 7/2-7/10/18        |
| 08-18  | TAX71 (MARY RARIDON)               | 7-4-18                | 08/10/18     | 09/09/18 | A           | 18.70        | TAX71, PARATAXI REIMBURSE 7/4/18             |
| 08-18  | TAX72 (JUSTIN HART)                | 0629-0728H            | 08/24/18     | 09/23/18 | A           | 124.53       | TAX72, PARATAXI REIMBURSE 6/29-7/28/18       |
| 08-18  | TAX91 (VIVIAN MARIE MILLER)        | 0612-0712H            | 08/10/18     | 09/09/18 | A           | 132.81       | TAX91, PARATAXI REIMBURSE 6/12-7/12/18       |
| 08-18  | TAX99 (SAEED TIRMIZI)              | 0719-0811H            | 08/24/18     | 09/23/18 | A           | 90.53        | TAX99, PARATAXI REIMBURSE 7/19-8/11/18       |
| 08-18  | TEL01 (TPx COMMUNICATIONS)         | 106093280             | 07/31/18     | 08/30/18 | A           | 1971.43      | TEL01, 106093280-0, 8/1-8/31/18 SERVICE      |
| 08-18  | THA01 (JANINE THALBLUM)            | AUG-2018H             | 08/31/18     | 09/30/18 | A           | 100.00       | THA01, AUG-18 BOD STIPEND                    |
|        |                                    | JULY-2018H            | 08/01/18     | 08/31/18 | A           | 100.00       | THA01, JULY-18 BOD STIPEND                   |
|        |                                    | Vendor's Total -----> |              |          |             | 200.00       |  |

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|-----------------------|-----------------------------------|-----------------------|--------------|----------|-------------|--------------|--|
| 08-18                 | TIC01 (JONATHAN THOMAS)           | 8-9-2018              | 08/09/18     | 09/08/18 | A           | 60.00        | TIC01, 8/9/18 EAST BAY VALUE PASS REFUND     |
|                       |                                   | 8-23-18DA             | 08/09/18     | 09/08/18 | A           | 182.00       | TIC01, 8/23/18 DAR TICKETS REFUND-52 QTY     |
|                       |                                   | Vendor's Total -----> |              |          |             | 242.00       |  |
| 08-18                 | TOL06 (TOLAR MFR CO INC)          | 12671                 | 07/24/18     | 08/23/18 | A           | 222.98       | TOL06, 12671, PO #6845 RUBBER GASKETS-BUS SH |
| 08-18                 | TRE01 (MICHAEL TREE)              | APR-JUN18H            | 07/01/18     | 07/31/18 | A           | 1010.98      | TRE01, APR-JUN 18 RAIL MILEAGE REIMBURSE     |
| 08-18                 | TX113 (RODGER RAGER)              | 0710-0730H            | 08/10/18     | 09/09/18 | A           | 113.90       | TX113, PARATAXI REIMBURSE 7/10-7/30/18       |
| 08-18                 | TX133 (SAROJA IYER)               | 0703-0726             | 08/10/18     | 09/09/18 | A           | 200.00       | TX133, PARATAXI REIMBURSE 7/3-7/26/18        |
| 08-18                 | TX138 (SUSAN ZAPPE)               | 0517-0709             | 08/14/18     | 09/13/18 | A           | 37.00        | TX138, PARATAXI REIMBURSE 5/17-7/9/18        |
| 08-18                 | TX143 (KIM BRETOI)                | 0606-0630H            | 08/10/18     | 09/09/18 | A           | 200.00       | TX143, PARATAXI REIMBURSE 6/6-6/30/18        |
| 08-18                 | TX156 (YVONNE BRETOI)             | 0602-0628             | 08/10/18     | 09/09/18 | A           | 200.00       | TX156, PARATAXI REIMBURSE 6/2-6/28/18        |
| 08-18                 | TX173 (ADELE WRIGHT)              | 0604-0709             | 08/10/18     | 09/09/18 | A           | 41.65        | TX173, PARATAXI REIMBURSE 6/4-7/9/18         |
| 08-18                 | TX177 (MARILYN LANE)              | 0710-0808H            | 08/24/18     | 09/23/18 | A           | 78.20        | TX177, PARATAXI REIMBURSE 7/10-8/8/18        |
| 08-18                 | TX191 (ROSE RAHAILA)              | 6-27-18               | 08/23/18     | 09/22/18 | A           | 9.78         | TX191, PARATAXI REIMBURSE 6/27/18            |
| 08-18                 | TX192 (PATRICIA LOVELOCK)         | 0609-0724             | 08/23/18     | 09/22/18 | A           | 65.45        | TX192, PARATAXI REIMBURSE 6/19-7/24/18       |
| 08-18                 | TX199 (EDNA RHYNES)               | 0730-0807             | 08/23/18     | 09/22/18 | A           | 59.71        | TX199, PARATAXI REIMBURSE 7/30-8/7/18        |
| 08-18                 | UBE01 (UBER )                     | 42136                 | 06/18/18     | 07/18/18 | A           | 11623.00     | UBE01, 42136, BALANCE FROM 9/8/17-6/18/18    |
| 08-18                 | UST01 (UST COMPLIANCE TESTING IN) | 4092                  | 08/11/18     | 09/10/18 | A           | 1200.00      | UST01, 4092, PO #6091 ANNUAL MONITOR & SPILL |
| 08-18                 | VAL02 (VALLEY PLUMBING HOME)      | 127539                | 07/20/18     | 08/19/18 | A           | 405.10       | VAL02, 127539, PO #6880 ATLANTIS RECYCLE LIN |
| 08-18                 | VER01 (VERIZON WIRELESS)          | 811455628H            | 07/22/18     | 08/21/18 | A           | 1398.27      | VER01, 9811455628, 6/23-7/22/18 CELL & WIFI  |
|                       |                                   | 900137386H            | 05/01/18     | 05/31/18 | A           | 273.11       | VER01, 900137386, PO #6708 LTE NETWORK EXTEN |
|                       |                                   | Vendor's Total -----> |              |          |             | 1671.38      |  |
| 08-18                 | VSP01 (VSP )                      | AUG-2018H             | 07/18/18     | 08/17/18 | A           | 542.20       | VSP01, AUG-18 VISION INSURANCE               |
|                       |                                   | SEPT-2018H            | 08/20/18     | 09/19/18 | A           | 542.20       | VSP01, SEPT-18 VISION INSURANCE              |
|                       |                                   | Vendor's Total -----> |              |          |             | 1084.40      |  |
| Total of Purchases -> |                                   |                       |              |          |             | 1550582.35   |  |

# **AGENDA**

## **ITEM 6**

## STAFF REPORT

SUBJECT: Final Staff Proposed Fare Policy Changes

FROM: Tony McCaulay, Director of Planning and Marketing

DATE: October 1, 2018

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### Action Requested

LAVTA's Finance and Administration Committee recommends that the Board of Directors approve the final staff proposed fare policy changes with an implementation date of January 1, 2019.

### Background

In June 2016, staff presented the Board with a set of proposed fare policy changes and requested authorization to initiate a public input process. The public outreach process included:

- Two presentations to the Tri-Valley Accessible Advisory Committee (TAAC, formerly the Wheels Accessible Advisory Committee) and one to the Pleasanton Paratransit Task Force
- Presentations to Wheels and Rapid bus operators at their monthly Safety Meetings in August
- Flyers outlining the public input process posted on all Wheels, Rapid and Paratransit vehicles and at high ridership bus stops
- A brochure detailing the proposed changes and the public input process that was made available on all Wheels, Rapid and Paratransit vehicles
- Flyers and brochures distributed to the public libraries, Senior Centers and a number of senior housing complexes in Livermore, Pleasanton and Dublin
- Advertisements outlining the public input process that ran twice each in the Pleasanton Weekly and the Livermore Independent
- A news release sent to area media, resulting in stories in the Pleasanton Weekly and Livermore Independent.
- Social media outreach including posts multiple posts on Facebook, Twitter and Nextdoor as well as a post on Peachjar
- Public hearings in Dublin, Pleasanton and Livermore the week of September 10

### Discussion

Public feedback was primarily received via email and the wheelsbus.com website. Eleven comments were received from those sources and are included as Attachment 1 to this document. There were no attendees at either the Dublin or Pleasanton public hearings and three people came to the Livermore public hearing. None of the public hearing attendees submitted formal comments, but instead chose to ask questions and receive responses.

The Tri-Valley Accessible Advisory Committee (TAAC) considered the proposed changes at their September 5 meeting. At the meeting, the committee reviewed the proposals and chose to take an action recommending adjustments to the staff proposal. The TAAC recommended adjustments are:

- Have the Senior and Disabled Monthly Pass increase from \$18 to \$22 in January, 2019, as originally proposed by staff, then increase from \$22 to \$25 in January, 2021 with no additional increase beyond that point
- Have the Dial-A-Ride fare increase from \$3.50 to \$3.75 in January 2019, as originally proposed by staff and delay the proposed increase to \$4.00 until January 2021, which leaves two years between the fare increases instead of one year that was proposed.

Based on the input received, Staff is proposing the following fare policy changes, which includes some modifications from the original proposal noted below:

**Eliminate transfers and replace with Day Pass.** Currently, upon depositing payment, LAVTA passengers receive a 2-hour window of unlimited boardings at no extra charge. This is primarily intended for transferring from one route to another, but may also be used for short roundtrip or trip-chaining purposes within the allotted time window.

The Day Pass is already available as a fare payment option for passengers using the Clipper Card and is priced at \$3.75 (\$1.75 senior/disabled/Medicare), which is less than the cost of two cash fares. Further, it applies automatically with the second boarding of the day and caps the daily fare at this amount. Staff's proposal would expand the access to the Day Pass, making it available for cash purchase at the farebox upon boarding, by issuing a magnetic-stripe card as fare medium for this purpose.

A number of comments were received requesting that the current \$1 credit available for passengers transferring from BART to Wheels and rapid buses be maintained for those using a Clipper Card. Staff supports this request, which is limited to Clipper Card transactions and not the paper transfers issued at BART Stations.

The amended staff recommendation is that the current free two-hour transfer be discontinued and that the current Clipper Day Pass option priced at \$3.75 (\$1.75 senior/disabled/Medicare) be extended to also be available with a cash purchase onboard at the farebox. In addition, passengers transferring from BART and using a Clipper Card for payment would continue to receive a \$1 credit towards their Wheels or Rapid fare.

**Eliminate 10-ride tickets and replace with a Youth Clipper Card fare at the same rate.** Currently, LAVTA sells its FareBuster-branded tickets in paper sheets of 10 tickets for \$16.00 for Adults and Youth. This fare type is popular with parents of students who ride to school because they can dispense them to their children on a day-to-day basis.

These tickets, however, cannot be accepted by the new fareboxes that the agency is deploying fleet-wide. As an interim solution, FareBuster tickets are collected manually into a pouch by the

bus driver, who then turns it in at the end of the shift. This procedure is not ideal from a loss prevention and fraud perspective and needs to be discontinued.

Given this, staff proposed to discontinue the 10-ride FareBuster paper ticket and replace it with a \$1.60 (value equivalent to each individual FareBuster ticket) youth fare. This discounted fare would be available only on Clipper, and the youth fare discount would not apply to any other fare category, such as cash, the Day Pass cap or the monthly pass. Youth Clipper Cards are available free of charge. During the Fall 2018 semester, LAVTA staff would work closely with area schools to assist students in the transition from FareBusters to Clipper Cards.

LAVTA also currently sells 10-ride tickets for Senior/Disabled/Medicare riders for \$10.00, which provides no discount compared to cash fare. It is proposed to discontinue selling these 10-ride tickets and encourage the transition to Clipper Card. Senior/Disabled Clipper Cards offer the incentive of the discounted Day Pass when two or more rides are taken in a day.

Several public comments were received regarding this proposal. Among the comments were the following points:

- For a person who bikes to work and rides the bus home, a discounted fare medium would no longer be available
- Eliminating the Farebusters and the \$1 BART credit would increase the daily commute rate from \$2.60 to \$3.75
- Support for the new Clipper Card Youth fare
- Concern over being able to use existing supplies of Farebusters
- A question regarding the impact of the proposed Paratransit Fare on the cost of 10 ride paratransit tickets

After considering these comments, staff still proposes that 10-ride tickets no longer be sold beginning December 31, 2018. A rider using Farebusters today rides round trip for \$3.20. With the Day Pass proposal, this daily cost would increase to \$3.75. However, given the fact that LAVTA has not had a fare increase since 2009, this increase does not seem excessive. Staff originally proposed that 10-ride tickets would continue to be accepted through December 2020 to allow riders the opportunity to use previously purchased tickets. Upon further consideration, one year seems to provide sufficient time for the use of outstanding inventory, so staff is now proposing that tickets continue to be accepted through December 31, 2019. Regarding the cost of Paratransit 10 ride tickets, the cost has always been the non-discounted cost of ten rides. That is proposed to continue.

**Raise monthly senior/disabled pass price to 50% of the full-fare monthly pass.** The monthly pass provides for unlimited rides on the buses of LAVTA and three of the other small East Bay-based operators of County Connection, WestCat, and Tri-Delta Transit. It is available as a flash pass by calendar month, as well as on the Clipper card for a rolling 31-day period that starts with the day of the first boarding.

Currently, the price for an unlimited-ride monthly regular Adult/Youth monthly pass is \$60.00, while the price for a Senior/Disabled/Medicare monthly pass is \$18.00 – a 70% discount over



the regular price. This differs from LAVTA's other fare options, where the Senior/Disabled/Medicare discount is 50%.

In order to bring the pricing of the Senior/Disabled/Medicare monthly pass in line with the agency's other fare types (and common industry practice), staff had originally proposed to gradually raise the price of the Senior/Disabled/Medicare monthly pass to 50% of the regular Adult/Youth pass using the annual steps as follows:

- Current - \$18.00
- Proposed January 1, 2019- \$22.00
- Proposed January 1, 2020 - \$26.00
- Proposed January 1, 2021 - \$30.00

This was one of the proposals that the TAAC recommended adjustments to the original staff recommendation, suggesting that the pass increase from \$18 to \$22 in January 2019, as originally proposed, then increase from \$22 to \$25 in January 2021 with no additional increase beyond that point. Given the concern over the financial impact of the original proposal to the affected riders, staff supports the TAAC's recommendation.

**Raise the paratransit fare to be double that of the fixed-route fare.** Due to its nature of on-demand, curb-to-curb service, the LAVTA paratransit service is expensive to provide. Whereas the average subsidy in FY2017 per fixed-route passenger was \$7.66, the corresponding number for paratransit was \$27.40. The current fare the LAVTA paratransit service is \$3.50.

As a recipient of Federal funds, LAVTA cannot impose an unlimited charge on its paratransit riders; the Federal rules allow a charge of up to double the amount of the full fixed-route fare. Based on the agency's current full fare of \$2.00 for fixed route, the paratransit fare cap would be \$4.00.

Given the high cost of providing the paratransit service, and to encourage the use of fixed routes, it is proposed that the paratransit fare be raised to \$4.00. Recognizing that many of the riders in this category are on fixed, limited incomes, it is proposed that this increase be implemented in two steps:

- Current - \$3.50
- Proposed January 1, 2019 - \$3.75
- Proposed January 1, 2020 - \$4.00

The TAAC also asked for adjustments to the original staff recommendation on this proposal. They suggested that the fare increase from \$3.50 to \$3.75 in January 2019, as originally proposed and that LAVTA delay the proposed increase to \$4.00 until January 2021, which leaves two years between the fare increases instead of one year that was proposed. Again, given the concern over the financial impact of the original proposal to the affected riders, staff supports the TAAC's recommendation.

The table below summarizes the results from the modeling in terms of impact to revenue and ridership of the final staff recommended fare policy modifications.

#### Staff Recommendation Annual Ridership and Revenue Impacts

|  | Change in Annual Ridership | Ridership Percent Change | Change in Annual Revenue | Revenue Percent Change |
|--|----------------------------|--------------------------|--------------------------|------------------------|
| Eliminate Transfers and Add Day Pass (\$3.75)  | -22,100                    | -1.3%                    | \$315,800                | 15.7%                  |
| Eliminate FareBuster Tickets and Add Day Pass  | -21,300                    | -1.3%                    | \$62,700                 | 3.1%                   |
| Modify Senior/Disabled Monthly Pass Price (\$22)   | -4,500                     | -0.3%                    | \$8,400                  | 0.4%                   |
| Modify Senior/Disabled Monthly Pass Price (\$25)   | -7,900                     | -0.5%                    | \$14,000                 | 0.7%                   |
| Paratransit Fare (\$4.00)  | -1,200                     | -2.3%                    | \$27,100                 | 11.7%                  |
| Year one impact: Eliminate Transfers, Add Day Pass (\$3.75/\$1.75), Eliminate FareBuster Tickets (except Youth), Modify Senior/Disabled Monthly Pass Price (\$22)            | -51,000                    | -3.1%                    | \$280,200                | 14.0%                  |
| Full implementation impact: Eliminate Transfers, Add Day Pass (\$3.75/\$1.75), Eliminate FareBuster Tickets (except Youth), Modify Senior/Disabled Monthly Pass Price (\$25) | -54,300                    | -3.3%                    | \$292,200                | 14.6%                  |

Note: In FY16, Wheels annual fixed-route ridership was 1,648,604, and passenger fare revenue was \$2,007,023.

While LAVTA is not required to complete a fare equity analysis of these proposed changes as a part of its Title VI plan, the recommended changes recommended do not appear to disproportionately impact or burden low-income or limited-English proficient populations. It is also important to note that all of the proposed fare policy changes have been reviewed by LAVTA's Tri-Valley Accessible Advisory Committee (TAAC) and both of the TAAC recommended modifications to the original staff proposal have been incorporated into this final staff recommendation.

#### Next Steps

If approved by the Board, staff would begin an extensive public outreach campaign to educate our passengers on the upcoming changes.

#### Recommendation

Approve these proposed changes with an implementation date of January 1, 2019.

#### Attachments:

1. Letter from TAAC Chair Herb Hastings
2. Written Public Comments Received
3. Resolution 28-2018

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

Attachment 1

**Tri-Valley Accessible Advisory Committee****TAAC**

September 26, 2018

This letter is to provide our feedback from the Tri-Valley Accessibility Advisory Committee (TAAC) in regards to the proposed fare changes by staff.

The committee met on September 5<sup>th</sup>, 2018 at our regular scheduled TAAC meeting. During the meeting, TAAC members and LAVTA staff had a positive discussion in regards to the proposed fare changes.

During the meeting, TAAC made two modifications to the proposal. The first proposal is to modify the schedule of increases to the Senior/Disabled monthly pass. The modification would be to limit the overall cost increase to \$25 spaced over a two-year period. The second proposal is to increase the amount of time between fare increases on the Dial-A-Ride service.

**Senior/Disabled Monthly Pass Increases:**January 1<sup>st</sup>, 2019 increase to \$22.00January 1<sup>st</sup>, 2021 increase to \$25.00

No further increase to the cost of the Senior/Disabled Monthly Pass.

**Dial-A-Ride Fare Increases**January 1<sup>st</sup>, 2019 increase to \$3.75January 1<sup>st</sup>, 2021 increase to \$4.00

With the adoption of TAAC's recommendations into Staff's final fare increase proposal, TAAC is in support of the final fare increase proposal.

Sincerely,



Herb Hastings  
Chair, TAAC

## Written Public Comments Received

### **Steven Dunbar (8/26/2018):**

Hello Wheels Staff, I wanted to chime in and say I support the fare changes being proposed fare changes to Day Passes and elimination of paper transfers, having seen first-hand the issues they cause when people see that their transfer is not valid, frustrating both the driver and the rider. I also support it because it will hopefully reduce confusion about fares, leading to increases in service speed. I am all too aware of the tough balance between a service that serves seniors/ADA users, children, and tourists, while still providing the speed and convenience for commuters and just people trying to get from place to place. I would suggest that LAVTA tries to add very clear directions on Day Passes both directly on the farebox and at popular stops, such as BART and the outlets, with easy to understand instructions. (Ex: Heading somewhere and then back on the same line? Taking longer than x hours? Ask the driver for a day pass) I would hope that LAVTA makes it clear at the outreach hearings that electronic transfers are not being discontinued, and to also make it clear what facilities will be available to distribute Clipper cards to seniors or others with little internet access. Clipper is a great system that should be encouraged for all users, but there is an initial barrier in getting a card and then keeping it loaded for those who don't have frequent internet access. If Clipper services are not already offered at the Livermore Transit Station, I would suggest adding them there. I have no opinion on Monthly Passes and Dial-a-Ride fees other than to say that the per-passenger subsidy of Dial-a-Ride is worrying but largely outside of LAVTA's control. Increasing the fare is a band-aid. Thanks for listening, Steven Dunbar

### **Greg Lingenfelder (8/27/2018):**

Hello, I ride the bus every work day on my way home. I commute by bicycle in the morning, and ride bus occasionally in morning. The monthly pass is not worth it for me. Fare Buster ticket sheet is my only option for discount off of normal fare. Please consider bicycle commuters and offer some kind of bulk buying discount that Fare Buster provides.

### **John Collins (9/5/2018):**

I disagree with two of your plans. First, I am no longer working and so I don't know if the \$1 BART discount still applies to those who use BART for a return trip. If it still does, then your plan to eliminate the Fare Buster tickets for all adults and instead offer only a day pass will increase a round trip cost for BART commuters from \$2.60 to \$3.75. Eliminating Fare Buster tickets will be one more reason for BART commuters to cease using Wheels. I suggest that you offer the Fare Buster tickets on-line to add to ones Clipper card. Clipper offers BART ticket discounts for Clipper cards and I am certain that you too can arrange discounts with Clipper. Second, I recommend that you continue the use of transfers automatically for Clipper card users. I believe that it is unfair to those to whom you don't provide single bus service to charge almost a second fare simply because your system fails to provide a single bus route to their destination. You should charge one fare to all passengers to get to their destination. Your concern of fare evasion will not be possible for those who use Clipper and must use more than one bus simply to get anywhere within the LAVTA service area. Therefore, your reason for eliminating transfers will not be valid.

**Lisa Adamos (9/5/2018):**

To whom it may concern, With regard to implementing a reduced Youth fare discount using the Clipper Card from the current \$1.75/ride to \$1.60/ride, I am in full support. It would save parents time from having to go to Safeway to purchase the Farebuster tickets and allow for more convenience to add funds via the Clipper Card website. We would also save \$3/month with the additional discount using Clipper Card. Thank you, Lisa Adamos

**Stephanie Wilson-Goure (9/8/2018):**

I support the fare increase for Wheels. I worked for a transit agency and understand the need to increase fares particularly if there has been no fare increase since 2009. Thank you for this opportunity to comment.

**Dan Rosler (9/11/2018):**

Hi, I'd like to provide this input to your planning process. I use the Wheels bus service to get to and from BART for work and use both the 10-ride books (which I get through WageWorks to save on taxes) and the BART-to-bus transfer discount on my Clipper Card to help with total commute costs. I know from some discussion on Nextdoor.com that there are other professionals like me who do the exact same. So please consider that it's not only students who are using the 10-ride books. And if the concern about offering transfer discounts is because of fraud with the paper tickets, please continue to offer transfers when using Clipper Card -- for which there can be no fraud. Thank you, Dan

**Forrest Brown (9/11/2018):**

I have two concerns with the new, proposed policy changes.

- 1) "It is proposed that the use of paper transfers be eliminated".

How is it proposed to deal with that portion of the revenue customers who are on a strictly cash basis? I see a lot of people every day shoveling dimes or quarters into the fare box. They obviously prefer cash, for whatever reason, to a Clipper Card or a Day Pass Option. A significant number of the general bus rider population appear to be those who do not have a lot of spare cash for alternative options as proposed.

- 2) "It is proposed that Fare Busters and Senior/Disabled tickets be eliminated".

A) See comments above with regards to that portion of the population that have limited access to Clipper Cards and prefer to be on a strictly cash basis.

B) It is unclear what the proposed policy will be with regards to those of use that have purchased blocks of Fare Buster tickets in advance, as it were. Will my existing blocks of 40 tickets become invalid on some arbitrary date? Will I still be able to use up my existing stock of tickets, or will I lose the monetary value that the blocks of tickets represent? Will I be able to get a refund for the current value of the tickets? Perhaps as a credit to a Clipper Card, assuming that I have one, or will the invalidation of my current stock of tickets represent a taking of personal property?

Your assistance in these matters is appreciated. Forrest Brown

**Lynda Kinnard 9/11/2018):**

Since the fleet of new buses cannot accept Fare Buster tickets, it is obvious that the plan to eliminate them was in the works before the test bus was approved and buses ordered. So "asking the public" may really just be an act to ease your collective consciences.

I do not use Wheels daily, but when I do, see some of the people who depend on this service and rely on it every day. Especially the elderly and those with physical challenges. As most of them are dependent on social security and other financial services for their survival, the proposed increases will create hardship for many of them. They have no control over their income, so should not be penalized, even if your costs increase. Eliminate this part of your plan, or adjust it, so it remains affordable for those without other transportation options.

As to fraudulent use of the paper tickets; such as the FareBuster tickets; it was your choice to have fare boxes that do not accept them. You selected the bus design and now you are sugar-coating the need to cover the costs.

And, I do not recall seeing any mention of plans for safe and convenient places for your customers to obtain and upload money onto the Clipper cards that you are encouraging them to use. Are there plans to have a few indoor kiosks for those without internet access, and don't take BART?

Thank you for your time and consideration, Lynda Kinnard

**Shannon Fogerty (9/12/2018):**

Hi there I'm looking at the proposed fare change pamphlet and I am actually curious about one thing that wasn't mentioned in there. If everything else goes up with this passing and I just wanted to find out if the Dial-a-Ride tickets sheet of 10 would still stay at the same price or would that supposedly increase too? Just wanted to make sure that I didn't miss anything important stuff as well. Let me know when you find out the info for my question please and thanks again Shannon Fogarty

**Dan Lee (9/14/2018):**

Once you increase the fare bus 8 will no longer be anything of a value. I can take an Uber pool to and from work for about the same price and Uber pool isn't late EVERY SINGLE DAY. I mean seriously why is this bus late every day by more than 10 minutes. It's not even a long route.

**Mary West (9/16/2018):**

I take BART to Berkeley for my work and I take the 10 to get to my house downtown by using the transfer that is in the BART station that makes the total ride affordable. Thank you to please consider these transfers during your rate adjustments and help those taking public transportation by keeping discounted bus rides for those taking BART instead of driving to the parking garage. Thanks! Mary

**RESOLUTION NO. 28-2018**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY  
AUTHORIZING 2019 FARE POLICY CHANGES**

WHEREAS, LAVTA conducted a Fare Study that included an analysis of agency trends, the current fare structure, an examination of potential fare policy adjustments and associated ridership and revenue impacts, and

WHEREAS, staff developed a set of proposed Fare Policy Changes and has solicited and received public input on the proposed changes as requested by the LAVTA Board of Directors, and

WHEREAS, staff has considered the input received and developed a final fare policy change proposal that includes several revisions to the original proposal.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Livermore Amador Valley Transit Authority that the Board authorizes implementation of the January 2019 Fare Policy Changes as described in the accompanying staff report, and authorizes staff to implement these changes effective January 2019.

PASSED AND ADOPTED this 1st day of October 2018.

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Scott Haggerty, Chair

ATTEST:

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Michael Tree, Executive Director

APPROVED AS TO FORM:

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Michael Conneran, Legal Counsel

# **AGENDA**

## **ITEM 7**



## STAFF REPORT

SUBJECT: BART Early-Morning Service Plan and Bus Bridge

FROM: Cyrus Sheik, Senior Transit Planner

DATE: October 1, 2018

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### Action Requested

Approve in concept the request by the BART District for LAVTA to operate an early-morning bus bridge route on weekdays between the East Dublin / Pleasanton and Bay Fair stations, and direct staff to negotiate a draft agreement with BART District that fully compensates LAVTA for the additional services rendered.

### Background

The San Francisco Bay Area Rapid Transit District (BART) has embarked on a multi-year program to rehabilitate aging infrastructure, including track replacements and seismic upgrades to the Transbay Tube and other line sections. In order to be able to carry out the necessary work, the District plans to increase its night time out-of-service window by starting the service day on weekdays one hour later in the morning, systemwide. The change, which is anticipated to take effect in February 2019 and to last for 3 ½ years, would see the train service ramp-up begin at 5AM as opposed to the current 4AM.

### Discussion

The BART District estimates that approximately 2,900 riders would be impacted across its system by starting the weekday service one hour later. Although this number is small compared with total BART ridership, the profiles of the early-morning riders tend to be that of lower-income commuters who lack alternative means of getting to their jobs. With that in mind, the District has reached out to all BART-connecting bus transit operators and asked for their potential participation in a regional bus bridge network.

The early-morning bus bridge network would serve 9 of the 48 BART system stations, including *one* of the two Tri-Valley stations – (East) Dublin/Pleasanton. Most, but not all, routes would operate to the new Salesforce Transit Center (STC) in downtown San Francisco, and would be point-to-point express service with no intermediate stops. The map on the following page shows the conceptual network:



The BART District staff has proposed two routes from the East Dublin/Pleasanton station – one that would go nonstop to the STC in the City, and one that would go nonstop to the Bay Fair BART station in San Leandro. The route to the STC would operate eight (8) inbound trips and no outbound trips, while the route to Bay Fair would operate two (2) inbound and two (2) outbound trips each weekday morning.

Of those two routes from Dublin/Pleasanton, *BART would only be asking LAVTA to provide the operation of the service to Bay Fair*, while AC Transit would be asked operate the longer route to SF/STC. Details are subject to finalization, but the basic assumptions are for the Bay Fair service running approximately between 3:40a and 5:40a each weekday morning, requiring two buses to operate. This service is not anticipated to add to the peak vehicle requirement for LAVTA, as it occurs in the early hours prior to ramp-up of the local Wheels and Rapid service, to which the buses can then be linked (interlined).

The following table outlines the basic parameters of the proposed route between East Dublin/Pleasanton and Bay Fair:

| <b>POTENTIAL LAVTA-OPERATED BUS BRIDGE TO BAY FAIR</b> |   |
|--|---|
| General service parameters                             |   |
| <i>Days operated</i>                                   | Weekdays, starting February, 2019         |
| <i>Hours of operation</i>                              | 3:40a--5:40a                              |
| <i>Frequency / # trips</i>                             | 30 min, 2 roundtrips                      |
| <i># Buses</i>   | 2   |
| <i>Termini</i>   | E Dublin/ Pleasanton BART   Bay Fair BART |
| <i>via</i>   | (nonstop freeway express)                 |
| <i>Fare</i>  | Regular Wheels fixed route local fare     |

### **Budget**

BART has stated that it will draft proposed agreements with bus bridge operators such that they cover the full cost of providing the service. In order to keep agreements simple and manageable, no separate fare structure would be required; rather, LAVTA would be able to apply its own local fare, the revenues from which would be credited back to BART.

LAVTA staff's internal estimate shows that the service would require approximately 4.3 gate-to-gate vehicle hours per day – or 1,100 hours annually – to operate. Typically, a LAVTA billable service rate would be based only on revenue time; however, due to the large proportion of deadhead time involved with this type of service, the regular revenue hour rate would likely not be suitable; rather an agreement would entail a blended rate of revenue and deadhead time that represents fair compensation to LAVTA.

### **Next Steps**

Should the Committee approve in concept LAVTA's participation in the early-morning bus bridge as outlined above, Staff would proceed to discuss a business agreement with BART for this purpose, and return to the full Board with a final recommendation. Due to the relatively limited time remaining for an 02/2019 start, BART staff is planning to go to their Board in September to request authorization for the General Manager to enter into agreements with the bus operators, with signing targeted for November.

### **Recommendation**

Approve in concept the request by the BART District for LAVTA to operate an early-morning bus bridge route on weekdays between the East Dublin / Pleasanton and Bay Fair stations, and direct staff to negotiate a draft agreement with BART District that fully compensates LAVTA for the additional services rendered. It is anticipated that the draft agreement would be considered by the LAVTA Board at a future meeting.

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

## **AGENDA**

### **ITEM 8**

## STAFF REPORT

SUBJECT: 2018 FTA Triennial Review

FROM: Tamara Edwards, Director of Finance

DATE: October 1, 2018

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### **Action Requested**

Review the 2018 FTA Triennial report.

### **Background**

As required by federal statutes, every three years transit agencies who are recipients of federal financial assistance are reviewed with respect to their compliance with federal rules and regulations. LAVTA's Triennial review was recently completed and a final report was issued on August 22, 2018. The review covers the period 2015, 2016, and 2017.

### **Discussion**

FTA's final report is attached to this staff paper, and fully describes the 20 areas of interest to the federal government, and their report of LAVTA's compliance in each area. Of the 20 areas, LAVTA was found to have no deficiencies in 19. FTA found deficiencies in one area, Satisfactory Continuing Control in regard to the agencies spare ratio.

For each finding, FTA has specified the date by which the deficiency must be remediated. Staff has already sent in our corrective action plan and it has been approved by FTA staff.

**Attachment 1 provides the summarized findings and LAVTA's actions taken.**

Federal regulations continually change in the transit industry and the Triennial is a good mechanism to ensure that LAVTA is aware of all the changes. The FTA and its reviewers were overall very pleased with LAVTA and the results of the review.

### **Budget**

NA

### **Next Steps**

LAVTA will work with the FTA to close out the one finding.

**Recommendation**

Review the 2018 FTA Triennial report.

**Attachments:**

1. Spare ratio resolution sent to the FTA
2. 2018 FTA Triennial Review – final report

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

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

**S T A F F   R E P O R T**

SUBJECT:    Fleet Spare Ratio

FROM:       David Massa, Senior Fleet & Technology Management Specialist

DATE:        September 12, 2018

---

**Background**

During the 2018, the Federal Transit Administration's Triennial Audit of LAVTA's (herein referred to as the agency) fleet, it was deemed that the agency's spare ratio was too high.

In the second quarter of CY 2018, the agency fixed-route spare ratio stood at 22.45%.

**Today**

Current Federal Transit Administration guidance states that an agency's revenue vehicle spare ratio should not exceed 20% regardless of fleet size. If an agency has 60 buses they are allowed a 20% spare ratio. If an agency has 1000 buses they are allowed a 20% spare ratio.

The Agency's current spare ratio is just over 22%. Due to our very small fleet size the difference between a 20% and 22% spare ratio, in our case, amounts to 1 bus.

**Action to Reduce the Spare Ratio**

The following page displays the fleet reduction plan. Fleet levels are reassessed annually in order to determine the need to replace or not replace an asset based on projected service levels.

**Fleet Retirement Plan by Vehicle Type through CY 2019 as of September 2018**

| <b>Year/Model</b>  | <b>Type</b>         | <b>Quantity</b> | <b>Disposal CY</b> | <b># of Planned Replacements</b> | <b>Active Fleet Size</b> | <b>Spare Ratio</b> |
|--------------------|---------------------|-----------------|--------------------|----------------------------------|--------------------------|--------------------|
| 2007 Gillig Hybrid | General Fixed Route | 1               | 2019               | 0                                | 59                       | 20%                |

Through bus retirements, without replacements, the agency will be within the acceptable range of the spare ratio requirement. This assumes that the peak vehicle requirement remains steady at 49 vehicles. As stated previously, the number of peak vehicles required will be reassessed annually and the replacement schedule adjusted as necessary.

**Summary**

The agency is and has been actively reducing its active fleet size. We believe that our spare ratio will be within the acceptable range by the end of the calendar year 2019



**FINAL REPORT**

**FISCAL YEAR 2018**  
**TRIENNIAL REVIEW**

of

**Livermore Amador Valley Transit Authority**  
**(LAVTA)**  
**Livermore, CA**

**Recipient ID: 5296**

*Performed for:*

**U.S. DEPARTMENT OF TRANSPORTATION**  
**FEDERAL TRANSIT ADMINISTRATION**  
**REGION IX**

*Prepared By:*

**CDI/DCI Joint Venture**

**Scoping Meeting Date: February 23, 2018**  
**Site Visit Date: July 10-12, 2018**  
**Draft Report Date: July 26, 2018**  
**Final Report Date: August 22, 2018**

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## I. Executive Summary

This report documents the Federal Transit Administration's (FTA) Triennial Review of the Livermore Amador Valley Transit Authority (LAVTA), in Livermore, California. The review was performed by CDI/DCI Joint Venture. During the site visit, administrative and statutory requirements were discussed, and documents were reviewed. LAVTA's transit facility was toured to provide an overview of activities related to FTA-funded projects.

The Triennial Review focused on LAVTA's compliance in 20 areas. A deficiency was found in the area listed below.

| Review Area                           | Deficiencies |                                       |
|---------------------------------------|--------------|---------------------------------------|
|                                       | Code         | Description                           |
| Satisfactory<br>Continuing<br>Control | SCC9-1       | Excessive fixed-route bus spare ratio |

## **II. Review Process and Background**

### **1. Background**

The United States Code, Chapter 53 of Title 49 (49 U.S.C. 5307(f) (2)) requires that “At least once every three years, the Secretary shall review and evaluate completely the performance of a grantee in carrying out its program, specifically referring to compliance with statutory and administrative requirements.”

The Triennial Review includes a review of the recipient’s compliance in 20 areas. The basic requirements for each of these areas are summarized in Section IV.

This report presents the findings from the Triennial Review of the Livermore Amador Valley Transit Authority. The review concentrated on procedures and practices employed during the past three years; however, coverage was extended to earlier periods as needed to assess the policies in place and the management of grants. The specific documents reviewed and referenced in this report are available at FTA’s regional office or the recipient’s office.

### **2. Process**

The Triennial Review process includes a pre-review assessment, a review scoping meeting with the FTA regional office, and an onsite visit at the recipient’s location. A Recipient Information Request (RIR) package was sent to LAVTA advising it of the review and site visit containing a list of items and questions that the recipient was required to submit to the reviewer. The review scoping meeting was conducted with the Region IX Office on February 23, 2018. Additional files retained by the regional office were sent to the reviewer electronically. A Site Visit Agenda package was sent to LAVTA advising it of the site visit date and indicating information that would be needed and issues that would be discussed. The site visit to LAVTA occurred on July 10-12, 2018.

The onsite portion of the review began with an entrance conference, at which the purpose of the Triennial Review and the review process were discussed. The remaining time was spent discussing administrative and statutory requirements and reviewing documents. The reviewer visited LAVTA’s transit facility and Intermodal Station to provide an overview of activities related to FTA-funded projects.

The reviewer examined a sample of maintenance records for FTA-funded vehicles and equipment. Upon completion of the review, FTA and the reviewer provided a summary of preliminary findings to LAVTA at an exit conference. Section VI of this report lists the individuals participating in the review.

### 3. Metrics

The metrics used to evaluate whether a recipient is meeting the requirements for each of the areas reviewed are:

- *Not Deficient*: An area is considered not deficient if, during the review, no findings were noted with the grantee's implementation of the requirements.
- *Deficient*: An area is considered deficient if any of the requirements within the area reviewed were not met.
- *Not Applicable*: An area can be deemed not applicable if, after an initial assessment, the grantee does not conduct activities for which the requirements of the respective area would be applicable.

### **III. Recipient Description**

#### **1. Organization and Services**

The Livermore Amador Valley Transit Authority (LAVTA) is a joint powers authority established in 1986. It provides transit service to the Tri-Valley area 39 miles east of San Francisco and 28 miles north of Silicon Valley, serving the cities of Livermore, Pleasanton, Dublin, and unincorporated areas of eastern Alameda County. LAVTA contracts with MV Transportation, Inc. for its Wheels fixed route service and with Medical Transportation Management (MTM) for complementary paratransit service. The population of LAVTA's service area is approximately 230,968. LAVTA operates a network of 28 fixed routes. Service is provided seven days per week from 4:34 a.m. to 1:36 a.m. Monday-Friday, and from approximately 5:34 a.m. to 1:36 a.m. Saturday and Sunday. LAVTA's complementary paratransit service, known as Dial-a-Ride, operates during the same days and hours of service as the fixed routes.

The basic adult fare for bus service is \$2.00. A reduced fare of \$1.00 is offered to seniors, persons with disabilities, and Medicare cardholders during all hours. The fare for Dial-a-Ride paratransit service is \$3.50. LAVTA offers monthly passes and discounted multi-ride ticket options.

LAVTA operates a fleet of 60 buses for fixed route service. Its bus fleet consists of standard and low floor 29, 35 and 40-foot transit coaches. The current peak requirements for 48 vehicles. LAVTA's spare ratio currently is 25%. The spare ratio decreased during the review period due to the agency following an FTA-approved fleet management plan to reduce its excessive fleet. The agency anticipates being in full compliance with the FTA mandated spare ratio by the end of calendar year 2019.

LAVTA operates from a single maintenance and administration facility at 1362 Rutan Court in Livermore. It maintains a bus storage, washing and fueling facility at 875 Atlantis Court. Service is oriented around a transit center at 2500 Railroad Avenue in downtown Livermore. All three facilities have an FTA interest.

The LAVTA's National Transit Database Report for fiscal year 2017 has been accepted by FTA.

## 2. Award and Project Activity

Below is LAVTA's open awards at the time of the review.

| Award Number | Award Amount | Year Executed | Description                             |
|--------------|--------------|---------------|---|
| CA-2017-146  | \$14,639,017 | 2017          | Bus replacement, preventive maintenance |
| CA-2016-018  | \$1,009,440  | 2016          | Dublin Boulevard, Transit performance   |
| CA-03-0801   | \$10,930,000 | 2012          | Bus Rapid Transit                       |

### Projects completed:

Purchase of 40 buses: 20 purchased in 2016, and 20 purchased in 2017. Includes a mix of 29', 35' and 40' heavy-duty buses.

Transit Performance Initiative (TPI) Project on Dublin Blvd: The project upgraded the traffic system to include adaptive signal technology to improve travel times, and three new bus queues jump lanes were installed. Additionally, the project brought a GTFS-Real time feed to the LAVTA bus system and now real time bus information is being made available on several phone apps.

Implementation of major fixed route restructuring in August 2016: A comprehensive operational analysis (Wheels Forward) was conducted in 2015/16 and recommendations were implemented in August 2016 to streamline routes, reduce duplicative routes/route segments, eliminate unproductive routes/route segments, improve bus stop spacing, and increase frequency along major BART feeder lines.

Resurfacing Rutan Parking Lot: A slurry seal was done on the Rutan Administration building parking lot in 2017, which also included several ADA upgrades.

### On-going Projects:

LAVTA is upgrading the Transit Signal Priority on the fleet of Rapid buses and along the Rapid corridors (Locally Funded). The project will be upgrading the Transit Signal Priority (TSP) along the Rapid BRT lines from infrared to GPS-based and will expand TSP to new corridors in Pleasanton.

BRT Corridor Upgrade Project (North Canyons Federally Funded). The project will upgrade the bus stop amenities along the 30R line in Livermore to the Rapid branded-style including premium shelters, real time transit information, seating, bicycle storage, and lighting.

Go Dublin TNC Pilot -A pilot partnership with TNCs (uber, lyft, De Soto cab) was launched in January 2017. The pilot was developed through the Wheels Forward study. The pilot includes a discount of up to \$5 for rideshare trips taken within the City of Dublin.

Santa Rita Bus Stop Upgrade Project (Locally Funded). The project will upgrade the bus stop amenities along the 10R line in Pleasanton to the Rapid branded-style including premium shelters, real time transit information, seating, bicycle storage, and lighting.

Historic Depot Project -The City of Livermore is relocating a Historic Train Depot to the Livermore Transit Center, which is owned by LAVTA. The existing ticket building was demolished, a temporary ticket office has been constructed, and the Depot building has been moved and is currently under renovation.

Mobility Forward: Paratransit Assessment (Locally Funded). This study is examining ways to enhance efficiency and improve service delivery for paratransit service(s) throughout the Tri-Valley. Study recommendations are expected to be considered by the Board in Spring 2018, with implementation in Fiscal Year 2019.

Shared Autonomous Vehicle Pilot (Locally Funded). This project will involve testing a level 4 Shared Autonomous Vehicle (SAV) in the City of Dublin on public roads and connecting with a mass transit (BART) station.

Individualized Marketing (Federally Funded). This project, involving door-to-door travel training and marketing of Rapid services, was introduced along the 10R Santa Rita corridor in Spring 2017. This project will be expanded to the 30R Dublin Blvd corridor in Spring 2018.

Renovation of the Livermore Transit Center (Federally Funded). This project will provide necessary repairs to the Transit Center passenger waiting area, including repainting the shade structure, lighting and security improvements, new street furniture, and a repair of the asphalt in the drive aisle.

### **Future Projects:**

Farebox Upgrade on the remaining fleet of buses (20).

Completion of the SAV test and expansion of the SAV program.

Upgrade of the non-revenue fleet.

Atlantis Facility Phase III and IV design.



## **IV. Results of the Review**

### **1. Legal**

Basic Requirement: The recipient must promptly notify the Federal Transit Administration (FTA) of legal matters and additionally notify the U.S. Department of Transportation (US DOT) Office of Inspector General (OIG) of any instances relating to false claims under the False Claims Act or fraud. Recipients must comply with restrictions on lobbying requirements.

Finding: During this Triennial Review of LAVTA, no deficiencies were found with the FTA requirements for Legal.

### **2. Financial Management and Capacity**

Basic Requirement: The recipient must have financial policies and procedures; an organizational structure that defines, assigns and delegates authority; and financial management systems in place to match, manage, and charge only allowable cost to the award. The recipient must conduct required single audits and provide financial oversight of subrecipients.

Finding: During this Triennial Review of LAVTA, no deficiencies were found with the FTA requirements for Financial Management and Capacity.

### **3. Technical Capacity – Award Management**

Basic Requirement: The recipient must report progress of projects in awards to the FTA timely.

Finding: During this Triennial Review of LAVTA, no deficiencies were found with the FTA requirements for Technical Capacity - Award Management.

### **4. Technical Capacity – Program Management and Subrecipient Oversight**

Basic Requirement: The recipient must follow the public involvement process for transportation plans; develop and submit a State Management Plan to the FTA for approval; report in the Federal Funding Accountability and Transparency Act Subaward Reporting System (FSRS) on subawards; and ensure subrecipients comply with the terms of the award.

Finding: During this Triennial Review of LAVTA, no deficiencies were found with the FTA requirements for Technical Capacity – Program Management and Subrecipient Oversight.

### **5. Technical Capacity – Project Management**

Basic Requirement: The recipient must be able to implement FTA-funded projects in accordance with the award application, FTA Master Agreement, and all applicable laws and regulations, using sound management practices; and prepare force account plans.

Finding: During this Triennial Review of LAVTA, no deficiencies were found with the FTA requirements for Technical Capacity – Project Management.

## 6. Satisfactory Continuing Control

Basic Requirement: The recipient must ensure that FTA-funded property will remain available to be used for its originally authorized purpose throughout its useful life until disposition.

Finding: During this Triennial Review of LAVTA, a deficiency was found with the FTA requirements for Satisfactory Continuing Control.

Deficiency: SCC9-1: Excessive fixed-route bus spare ratio

LAVTA's spare ratio is 25%. Currently, LAVTA is operating under an FTA-approved fleet management plan to reduce its excessive fleet. While the spare ratio has significantly decreased during the review period, it continues to exceed the FTA mandated spare ratio of 20%.

Corrective Action and Schedule: By October 16, 2018, the recipient must submit to the FTA regional office an updated plan for reducing the spare ratio to 20 percent for fleets of 50 or more buses or to what is reasonable for fleets under 50 buses. The plan should include a spreadsheet listing for each bus type, the number of buses, and, for each year until the spare ratio reaches 20 percent, the number of buses to be disposed of, the number of buses to be added, the projected peak requirement, and the projected spare ratio. The plan should include detailed justifications for years in which spare ratios exceed 20 percent. If the plan cannot be completed within 90 days, the recipient must notify FTA and begin reporting progress in quarterly/annual reports.

## 7. Maintenance

Basic Requirement: Recipients must keep federally funded vehicles, equipment, and facilities in good operating condition. Recipients must keep Americans with Disabilities Act (ADA) accessibility features on all vehicles, equipment, and facilities in good operating order.

Finding: During this Triennial Review of LAVTA, no deficiencies were found with the FTA requirements for Maintenance.

## 8. Procurement

Basic Requirement:

**States:** When procuring property and services under a Federal award, a state must follow the same policies and procedures it uses for procurements from its non-Federal funds. The state will comply with 2 CFR §200.322 (*Procurement of Recovered Materials*) and ensure that every purchase order or other contract includes any clauses required by section 2 CFR §200.326 (*Contract Provisions*). All other non-Federal entities, including subrecipients of a state, will follow 2 CFR §§200.318 (*General Procurement Standards*) through 200.326 (*Contract Provisions*).

**Non-state recipients:** The non-Federal entity must use its own documented procurement procedures which reflect applicable State, local, and tribal laws and regulations, and conform to applicable Federal law and the standards identified in 2 CFR part 200.

Finding: During this Triennial Review of LAVTA, no deficiencies were found with the FTA requirements for Procurement.

## **9. Disadvantaged Business Enterprise**

Basic Requirement: Recipients must comply with 49 CFR Part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. Recipients also must create a level playing field on which Disadvantaged Business Enterprises (DBEs) can compete fairly for US DOT-assisted contracts.

Finding: During this Triennial Review of LAVTA, no deficiencies were found with the U.S. Department of Transportation (US DOT) requirements for Disadvantaged Business Enterprises (DBEs).

## **10. Title VI**

Basic Requirement: The recipient must ensure that no person shall, on the grounds of race, color, or national origin, be excluded from participating in, or be denied the benefits of, or be subject to discrimination under any program or activity receiving Federal financial assistance without regard to whether specific projects or services are federally funded. The recipient must ensure that all transit services and related benefits are distributed in an equitable manner.

Finding: During this Triennial Review of LAVTA, no deficiencies were found with the FTA requirements for Title VI.

## **11. Americans With Disabilities Act – General**

Basic Requirement: Titles II and III of the Americans with Disabilities Act of 1990 provide that no entity shall discriminate against an individual with a disability in connection with the provision of transportation service. The law sets forth specific requirements for vehicle and facility accessibility and the provision of service, including complementary paratransit service.

Finding: During this Triennial Review of LAVTA, no deficiencies were found with the U.S. Department of Transportation (US DOT) requirements for Americans with Disabilities Act (ADA) - General.

## **12. Americans With Disabilities Act – Complementary Paratransit**

Basic Requirement: Titles II and III of the Americans with Disabilities Act of 1990 provide that no entity shall discriminate against an individual with a disability in connection with the provision of transportation service. The law sets forth specific requirements for vehicle and facility accessibility and the provision of service, including complementary paratransit service.

Finding: During this Triennial of LAVTA, no deficiencies were found with the U.S. Department of Transportation requirements for Americans with Disabilities Act (ADA) - Complementary Paratransit.

## **13. Equal Employment Opportunity**

Basic Requirement: The recipient must ensure that no person in the United States shall on the grounds of race, color, religion, national origin, sex, age, or disability, be excluded from participating in, or denied the benefits of, or be subject to discrimination in employment under any project, program, or activity receiving Federal financial assistance under the Federal transit laws. (Note: Equal Employment Opportunity Commission's regulation only identifies/recognizes religion and not creed as one of the protected groups.)

This review area only applies to recipients that are required to submit a full or abbreviated EEO Program based on the number of its transit-related employees and whether it reaches a monetary threshold. Therefore, the requirements of this review area are not applicable to the review of LAVTA

## **14. School Bus**

Basic Requirement: Recipients are prohibited from providing school bus service in competition with private school bus operators unless the service qualifies and is approved by the FTA Administrator under an allowable exemption. Federally funded equipment or facilities cannot be used to provide exclusive school bus service.

Finding: During this Triennial Review of LAVTA, no deficiencies were found with the FTA requirements for School Bus.

## **15. Charter Bus**

Basic Requirement: Recipients are prohibited from using federally funded equipment and facilities to provide charter service if a registered private charter operator expresses interest in providing the service. Recipients are allowed to operate community-based charter services excepted under the regulations.

Finding: During this Triennial Review of LAVTA, no deficiencies were found with the FTA requirements for Charter Bus.

## **16. Drug-Free Workplace Act**

Basic Requirement: Recipients are required to maintain a drug-free workplace for all award-related employees; report any convictions occurring in the workplace timely; and have an ongoing drug-free awareness program.

Finding: During this Triennial Review of LAVTA, no deficiencies were found with the FTA requirements for Drug-Free Workplace Act.

## **17. Drug and Alcohol Program**

Basic Requirement: Recipients receiving Section 5307, 5309, 5311, or 5339 funds that have safety-sensitive employees must have a drug and alcohol testing program in place for such employees.

Finding: During this Triennial Review of LAVTA, no deficiencies were found with the FTA requirements for Drug and Alcohol Program.

## **18. Section 5307 Program Requirements**

Basic Requirements: For fixed-route service supported with Section 5307 assistance, fares charged seniors, persons with disabilities or an individual presenting a Medicare card during off peak hours will not be more than one half the peak hour fares.

Recipients are expected to have a written, locally developed process for soliciting and considering public comment before raising a fare or carrying out a major transportation service reduction.

Recipients shall develop, publish, afford an opportunity for a public hearing on, and submit for approval, a program of projects (POP).

Recipients must annually certify that they are spending at least one percent of such funds for transit security projects or that such expenditures for security systems are not necessary.

Recipients must ensure that least one percent of such funds are expended on associated transit enhancement projects.

LAVTA had no deficiencies in its 5307 program implementation.

## **19. Section 5310 Program Requirements**

Basic Requirement: Recipients must expend funds on eligible projects that meet the specific needs of seniors and individuals with disabilities. Projects selected for funding under the Section 5310 program must be included in a locally developed, coordinated public transit-human services transportation plan. Recipients must approve all leases of Section 5310-funded vehicles and ensure that leases include required terms and conditions. Either the recipient or subrecipient must hold title to the leased vehicles.

This review area only applies to recipients that receive Section 5310 funds; therefore, the requirements of this review area are not applicable to the review of LAVTA.

## **20. Section 5311 Program Requirements**

Basic Requirement: Recipients must expend funds on eligible projects to support rural public transportation services and intercity bus transportation.

This review area only applies to recipients that receive Section 5311 funds; therefore, the requirements of this review area are not applicable to the review of LAVTA.

## V. Summary of Findings

| Review Area   | Deficiencies |   | Corrective Action  | Response Due Date | Date Closed |
|---|--------------|---|--|-------------------|-------------|
|   | Code         | Description                                   |  |                   |             |
| 1. Legal  | ND           |   |  |                   |             |
| 2. Financial Management and Capacity                                | ND           |   |  |                   |             |
| 3. Technical Capacity Award Management                              | ND           |   |  |                   |             |
| 4. Technical Capacity Program Management and Subrecipient Oversight | ND           |   |  |                   |             |
| 5. Technical Capacity Project Management                            | ND           |   |  |                   |             |
| 6. Satisfactory Continuing Control                                  | D            | SCC9-1: Excessive fixed-route bus spare ratio | The recipient must submit to the FTA regional office a plan for reducing the spare ratio to 20 percent for fleets of 50 or more buses or to what is reasonable for fleets under 50 buses. The plan should include a spreadsheet listing for each bus type, the number of buses, and, for each year until the spare ratio reaches 20 percent, the number of buses to be disposed of, the number of buses to be added, the projected peak requirement, and the projected spare ratio. The plan should include detailed justifications for years in which spare ratios exceed 20 percent. If the plan cannot be completed within 90 days, the recipient must notify FTA and begin reporting progress in quarterly/annual reports. | October 16, 2018  |             |
| 7. Maintenance  | ND           |   |  |                   |             |
| 8. Procurement  | ND           |   |  |                   |             |
| 9. Disadvantaged Business Enterprise (DBE)                          | ND           |   |  |                   |             |
| 10. Title VI  | ND           |   |  |                   |             |

| Review Area   | Deficiencies |             | Corrective Action | Response Due Date | Date Closed |
|---|--------------|-------------|-------------------|-------------------|-------------|
|   | Code         | Description |                   |                   |             |
| 11. Americans With Disabilities Act (ADA) - General                 | ND           |             |                   |                   |             |
| 12. Americans With Disabilities Act (ADA) Complementary Paratransit | ND           |             |                   |                   |             |
| 13. Equal Employment Opportunity (EEO)                              | NA           |             |                   |                   |             |
| 14. School Bus  | ND           |             |                   |                   |             |
| 15. Charter Bus   | ND           |             |                   |                   |             |
| 16. Drug-Free Workplace Act   | ND           |             |                   |                   |             |
| 17. Drug and Alcohol Policy   | ND           |             |                   |                   |             |
| 18. Section 5307 Program Requirements                               | ND           |             |                   |                   |             |
| 19. Section 5310 Program Requirements                               | NA           |             |                   |                   |             |
| 20. Section 5311 Program Requirements                               | NA           |             |                   |                   |             |



## VI. Attendees List

| Name  | Title  | Phone Number | E-mail Address                  |
|---|--|--------------|---------------------------------|
| <b><i>Livermore Amador Valley Transit Authority</i></b> |  |              |                                 |
| Michael Tree  | Executive Director   | 925-455-7564 | mtree@lavta.org                 |
| Tamara Edwards  | Director of Finance  | 925-455-7566 | tedwards@lavta.org              |
| Dave Massa  | Fleet Mgr. ITS   | 925-455-7568 | dmassa@lavta.org                |
| Jennifer Yeamans  | Sr. Grants Mgmt Specialist                                     | 925-455-7561 | jyeamans@lavta.org              |
| Tony McCaulay   | Director of Planning & Marketing                               | 925-455-7553 | tmccaulay@lavta.org             |
| Cyrus Shelk   | Sr. Transit Planner  | 925-455-7555 | cshelk@lavta.org                |
| Kadri Kulm  | Paratransit Planner  | 925-455-7575 | kkulm@lavta.org                 |
|   |  |              |                                 |
| <b><i>MTM</i></b>                                       |  |              |                                 |
| Cheryl Wells  | General Manager  | 510-541-6644 | chwells@mtm-inc.net             |
| Scott Transue   | Region Vice President  | 619-734-5842 | stransue@ride-right.net         |
| Thomas Greufe   | Director of Safety Administration                              | 602-758-2303 | tgreufe@ride-right.net          |
|   |  |              |                                 |
| <b><i>MV Transit</i></b>                                |  |              |                                 |
| Christian Pereira                                       | General Manager  | 925-455-7518 | christian.pereira@mvtransit.com |
| Antonio Berastain                                       | Maintenance Manager  | 925-455-7521 | aberastain@mvtransit.com        |
| Carol (DJ) Jackson                                      | Facility Maintenance Supervisor                                | 925-455-7528 | carol.jackson@mvtransit.com     |
| Karen Gaskin  | Safety Supervisor  | 925-455-7514 | Karen.gaskin@mvtransit.com      |
|   |  |              |                                 |
| <b><i>FTA</i></b>                                       |  |              |                                 |
| Audrey Bredehoft  | Director, Office of Financial Management and Program Oversight | 415-734-9453 | audrey.bredehoft@dot.gov        |
| Lynette Little  | Regional Civil Rights Officer for Region IX                    | 415-734-9464 | lynette.little@dot.gov          |
| Marisa Appleton   | Civil Rights Officer for Oversight                             | 312-705-1270 | marisa.appleton@dot.gov         |
| Roxana Hernandez  | Transportation Program Specialist                              | 415-734-9461 | roxana.hernandez@dot.gov        |
| <b><i>CDI/DCI Joint Venture</i></b>                     |  |              |                                 |
| Louise Carter   | Reviewer   | 312 303-3011 | lcarter91@ameritech.net         |

## **VII. Appendices**

No appendices included in this report.

## **AGENDA**

### **ITEM 9**

# FY2019 Goals, Strategies and Projects

Last Updated – September 20, 2018

# MANAGEMENT ACTION PLAN (MAP)

| <p><b>Goal: Service Development</b></p> <p><i>Strategies (those highlighted in bold indicate highest Board priority)</i></p> <ol style="list-style-type: none"> <li><b>1. Provide routes and services to meet current and future demand for timely/reliable transit service</b></li> <li>2. Increase accessibility to community, services, senior centers, medical facilities and jobs</li> <li><b>3. Optimize existing routes/services to increase productivity and response to MTC projects and studies</b></li> <li><b>4. Improve connectivity with regional transit systems and participate in Valley Link Project</b></li> <li>5. Explore innovative fare policies and pricing options</li> <li>6. Provide routes and services to promote mode shift from personal car to public transit</li> </ol> |  |              |                        |  |   |                  |
|--|--|--------------|------------------------|--|---|------------------|
| <i>Projects</i>  | <i>Action Required</i>   | <i>Staff</i> | <i>Board Committee</i> | <i>Target Date</i>                       | <i>Status</i>   | <i>Task Done</i> |
| Strategic Plan/Long Range Transit Plan<br>(Agency's 30 Year Plan)  | <ul style="list-style-type: none"> <li>• RFP</li> <li>• Award of Contract</li> <li>• Consideration of Changes</li> </ul> | DP           | Projects/<br>Services  | Nov 2018<br><br>Feb 2019<br><br>May 2019 | → New project for Spring 2019.  |                  |
| Review of Fixed Routes   | <ul style="list-style-type: none"> <li>• RFP</li> <li>• Award of Contract</li> <li>• Consideration of Changes</li> </ul> | DP           | Projects/<br>Services  | Nov 2018<br><br>Feb 2019<br><br>May 2019 | → It's been 24 months since the Wheels fixed route system redesign. This project will review the performance of the system since the redesign and recommend changes. New project for Spring 2019. |                  |

| <i>Projects</i>  | <i>Action Required</i>  | <i>Staff</i> | <i>Board Committee</i> | <i>Target Date</i>                   | <i>Status</i>  | <i>Task Done</i> |
|--|---|--------------|------------------------|--------------------------------------|--|------------------|
| Comprehensive Paratransit Assessment                       | <ul style="list-style-type: none"> <li>Award of Contract</li> <li>Public Outreach</li> <li>Approval of Recommendations</li> </ul> | ED           | Projects/ Services     | Nov 2016<br>Jun/Nov 2017<br>Feb 2019 | → Nelson/Nygaard awarded contract. Public meetings held in June. LAVTA Board presentation made in September. Second round of workshops completed in November. City of Pleasanton analyzing data with near future meeting set on May 11th. City cancelled meeting. Awaiting new date to meet from City. | X<br>X           |
| Fare Study   | <ul style="list-style-type: none"> <li>Draft Fare Study</li> <li>Public Hearings</li> <li>Board Approval</li> </ul>               | PD           | Projects/ Services     | May 2017<br>Sept 2018<br>Oct 2018    | → Draft Fare Study for fixed route complete. F&A reviewed in May. Decision made to hold study results to see ridership trends on fixed route and paratransit study fare recommendations. <u>Public Hearings held in September. Board to consider in October.</u>                                       | X                |
| Hacienda Pass  | <ul style="list-style-type: none"> <li>Review Pass Program</li> <li>Work with Hacienda on Improving the Program</li> </ul>        | ED           | Finance/ Admin         | Oct 2018<br>Jun 2018                 | → New Project  |                  |
| Transit Signal Priority Upgrade Project in Rapid Corridors | <ul style="list-style-type: none"> <li>Engineering Work</li> <li>Finish Project</li> </ul>  | DP           | Projects/ Services     | Oct 2017<br>Mar 2019                 | → Grant by TVTAC approved. Board approved MOU with Pleasanton. Board approved engineering contract with Kimley Horn. Design completed and submitted to Cities for review. Equipment purchase in Nov and install in Feb/March.  |                  |

| <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> |
|--|---|--------------|------------------------|--|---|------------------|
| Go Dublin Discount Program                   | <ul style="list-style-type: none"> <li>• Explore use of Uber WAV</li> <li>• Secure additional funding</li> <li>• Develop long-term strategy</li> </ul>                            | ED           | Projects/ Services     | Nov 2018<br><br>Jun 2019<br><br>Jun 2019 | → Program continuing into FY2019. Contact made with Uber & MV to discuss Uber WAV in Dublin (MV provides wheelchair accessible rides through Uber). City of Dublin to provide funding for FY2019. Looking to obtain additional funding sources. City of Livermore contemplating their own Go Dublin type program. |                  |
| Dublin Service Plan                          | <ul style="list-style-type: none"> <li>• Explore use of articulated buses</li> </ul>  | DP           | Projects/ Services     | Nov 2018                                 | → Nelson/Nygaard looking at merits of LAVTA operating articulated buses.  |                  |
| SAV Project                                  | <ul style="list-style-type: none"> <li>• Complete storage facility/electrical</li> <li>• Work through first set of tests</li> <li>• Seek long-term funding for project</li> </ul> | CM           | Projects/ Services     | Nov 2018<br><br>Jun 2019<br><br>Jun 2019 | → BART working on storage and electrical. Regular monthly meetings scheduled w/Project Partners. Working on 12-month work plan. <u>Met with Transdev to consider project management alternatives and future sand box FTA grant for project.</u>   |                  |
| Advanced Intelligent Intersection Project    | <ul style="list-style-type: none"> <li>• Install equipment on buses</li> <li>• Evaluate performance of project</li> </ul>   | CM           | Projects/ Services     | Jun 2019<br><br>Jun 2020                 | → City of Dublin funded. Working with City and MTC on scope of work and procurement of equipment. <u>MOU approved by LAVTA and City.</u>  |                  |
| Install and Upgrade Video System on Vehicles | <ul style="list-style-type: none"> <li>• Install video cameras on paratransit vehicles</li> <li>• Upgrade 20 video systems on Wheels buses</li> </ul>                             | ED           | Projects/ Services     | Mar 2019<br><br>Jun 2019                 | → Staff evaluating cameras/video systems for paratransit vehicles.<br>→ <u>Board awarded cameras/video systems for 20 buses in September.</u>   |                  |

| <i>Projects</i> | <i>Action Required</i> | <i>Staff</i> | <i>Board Committee</i> | <i>Target Date</i> | <i>Status</i> | <i>Task Done</i> |
|-----------------|------------------------|--------------|------------------------|--------------------|---------------|------------------|
|-----------------|------------------------|--------------|------------------------|--------------------|---------------|------------------|

*Goal:* Marketing and Public Awareness

*Strategies (those highlighted in bold indicate highest Board priority)*

- 1. Continue to build the Wheels brand image, identity and value for customers**
2. Improve the public image and awareness of Wheels
3. Increase two-way communication between Wheels and its customers
- 4. Increase ridership, particularly on the Rapid, to fully attain benefits achieved through optimum utilization of our transit system**
5. Promote Wheels to New Businesses and residents

| <i>Projects</i>          | <i>Action Required</i>  | <i>Staff</i> | <i>Board Committee</i> | <i>Target Date</i> | <i>Status</i>   | <i>Task Done</i> |
|--------------------------|---|--------------|------------------------|--------------------|---|------------------|
| Website Upgrades         | <ul style="list-style-type: none"> <li>• More fully develop Better Way to BART section of website</li> </ul>  | PD           | Projects/ Services     | Mar 2018           | → Board considering creative design/marketing contract in October.  |                  |
| App Development          | <ul style="list-style-type: none"> <li>• Mobile Ticketing App</li> <li>• Improve integration on CityMapper</li> <li>• Mobile Ticketing in Transit and CityMapper</li> </ul> | PD           | Projects/ Services     | Feb 2019           | → Working with City Mapper and Transit apps on requirements for integration of mobile ticketing. Creating RFP for mobile ticketing. |                  |
| LAVTA Rebranding Project | <ul style="list-style-type: none"> <li>• Bus stop sign replacement with new branding.</li> </ul>  | PD           | Projects/ Services     | Jun 2019           | → Replace bus stop signs throughout service area with newly branded bus stop signs. Replace stencil stops with bus stop signs.      |                  |

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> |
|--|---|--------------|------------------------|----------------------------------|--|------------------|
| Individualized Marketing                                       | <ul style="list-style-type: none"> <li>• Award Contract</li> <li>• Marketing</li> <li>• Review of Results</li> </ul>                                  | PD           | Projects/ Services     | Jan 2019<br>May 2019<br>Jun 2019 | → Targeting Pleasanton high density housing areas along Rapid near BART.   |                  |
| N Canyons Parkway Rapid Bus Stop Project                       | <ul style="list-style-type: none"> <li>• Begin planning/engineering work</li> <li>• Improvements to site</li> <li>• Relocation of shelters</li> </ul> | FD           | Projects/ Services     | May 2017<br>Jun 2018<br>Aug 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. Construction completed.   | X<br>X<br>X      |
| Pleasanton SmartTrips Corridor Rapid Bus Stop Project          | <ul style="list-style-type: none"> <li>• Engineering work</li> <li>• Award of construction contract</li> <li>• Finish project</li> </ul>              | FD           | Projects/ Services     | Nov 2017<br>Apr 2018<br>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. 35% design completed. <u>65% design completed. Awaiting approval by City.</u> |                  |
| Replace Shelters Past Useful Life That Are On Livermore Routes | <ul style="list-style-type: none"> <li>• Identify shelters</li> <li>• Install</li> </ul>  | FD           | Projects/ Services     | Nov 2016<br>Apr 2018             | → Shelters identified. 10 shelters delivered. No bids for install received. Rebid. Board approved contract with Hammercraft Construction in March. Negotiating task order for work.  | 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> |
|-----------------|------------------------|--------------|------------------------|--------------------|---------------|------------------|
|-----------------|------------------------|--------------|------------------------|--------------------|---------------|------------------|

**Goal: Community and Economic Development**

**Strategies (those highlighted in bold indicate highest Board priority)**

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

| <i>Projects</i>           | <i>Action Required</i>  | <i>Staff</i> | <i>Board Committee</i> | <i>Target Date</i> | <i>Status</i>  | <i>Task Done</i> |
|---------------------------|---|--------------|------------------------|--------------------|--|------------------|
| TMA Development in Dublin | <ul style="list-style-type: none"> <li>Develop guidelines in partnership with City of Dublin</li> </ul>   | PD           | Finance Admin          | Oct 2019           | → Working with TMAs to draft program and agreements for City of Dublin to consider   |                  |
| TOD Development           | <ul style="list-style-type: none"> <li>Assist City in creating a master plan for the area around transit center in City of Livermore</li> </ul> | PD           | Project/ Services      | Jun 2018           | → After finishing Historic Depot project staff will schedule a meeting to continue discussions with City staff on this future project. |                  |

**Goal: Regional Leadership**

**Strategies (those highlighted in bold indicate highest Board priority)**

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

| <i>Projects</i> | <i>Action Required</i>  | <i>Staff</i> | <i>Board Committee</i> | <i>Target Date</i> | <i>Status</i>  | <i>Task Done</i> |
|-----------------|---|--------------|------------------------|--------------------|--|------------------|
| Valley Link     | <ul style="list-style-type: none"> <li>Provide staff support</li> </ul> | ED           | Projects/ Services     | Jun 2019           | → Staff continuing to provide support. Agency working on Phase II of Feasibility Report and environmental work/30% design of Valley Link. <u>MTC considering \$10.1M request in September. Caltrans working on Notice to Proceed for Phase II of Feasibility Report.</u> |                  |

| <i>Projects</i>   | <i>Action Required</i>  | <i>Staff</i> | <i>Board Committee</i> | <i>Target Date</i> | <i>Status</i>  | <i>Task Done</i> |
|---|---|--------------|------------------------|--------------------|--|------------------|
| Dublin Parking Garage   | <ul style="list-style-type: none"> <li>• Provide staff support in administering the grant</li> <li>• Provide support for evaluation of bus circulation near project for inter-regional connections</li> </ul> | ED           | Projects/ Services     | Jun 2019           | → Staff meeting with County and Caltrans and CalSTA to support the project.  |                  |
| Calendar Year Legislative Plan  | <ul style="list-style-type: none"> <li>• Creation of Legislative Plan and review/approval by the Board and provide support for key legislation.</li> </ul>  | ED           | Finance/ Admin         | Feb 2018           | → F&A committee looked at draft legislative plan in January 2018. Board approved 2018 Legislative Plan in February. <u>Session concluding. Report to be made to Board. Prop 6 watch.</u> |                  |
| <p><b>Goal: Organizational Effectiveness</b></p> <p><b>Strategies (those highlighted in bold indicate highest Board priority)</b></p> <ol style="list-style-type: none"> <li>1. Promote system wide continuous quality improvement initiatives</li> <li>2. Continue to expand the partnership with contract staff to strengthen teamwork and morale and enhance the quality of service</li> <li><b>3. Establish performance based metrics with action plans for improvement; monitor, improve, and report on-time performance and productivity</b></li> <li>4. HR development with focus on employee quality of life and strengthening of technical resources</li> <li>5. Enhance and improve organizational structures, processes and procedures to increase system effectiveness</li> <li>6. Develop policies that hold Board and staff accountable, providing clear direction through sound policy making decisions</li> </ol> |   |              |                        |                    |  |                  |
| <i>Projects</i>   | <i>Action Required</i>  | <i>Staff</i> | <i>Board Committee</i> | <i>Target Date</i> | <i>Status</i>  | <i>Task Done</i> |
| ViewPoint Software  | <ul style="list-style-type: none"> <li>• Staff to complete development of software w/Trapeze.</li> </ul>  | ED           | Projects/ Services     | Mar 2019           | → Met with Trapeze. Dashboard for software to be installed/functional by October 31, 2018.   |                  |

| <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> |
|--|--|--------------|------------------------|---|--|------------------|
| Contract Management  | <ul style="list-style-type: none"> <li>Implement quarterly and annual contractor audits</li> <li>Develop staff field observation reports and process</li> <li>Implement regular reviews of system performance</li> </ul> | ED           | Projects/ Services     | Sept 2018<br><br>Oct 2018<br><br>Oct 2018 | → New project for Contract Compliance Manager. Audits and reports and review procedures under development. <u>Quarterly random audits being performed.</u>     | X                |
| Explore Quality of Life Opportunities for Workforce  | <ul style="list-style-type: none"> <li>Explore opportunities to enhance quality of life to retain workforce</li> </ul>   | FD           | Finance/ Admin         | Feb 2019                                  | → New project. Report to be made to the Board in February for implementation.  |                  |
| Continue Planning of Atlantis Operating & Maintenance Facility   | <ul style="list-style-type: none"> <li>Review previous conceptual planning and recommendations.</li> </ul>   | FD           | Finance/ Admin         | Apr 2019                                  | → Currently LAVTA is out of office space/bus parking space. Review of plans to take place in late fall early spring for recommendations to the Board in April. |                  |
| <b>Goal: Financial Management</b><br><br><b>Strategies (those highlighted in bold indicate highest Board priority)</b><br><b>1. Develop budget in accordance with strategic Plan, integrating fiscal review processes into all decisions</b><br>2. Explore and develop revenue generating opportunities<br>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> |
| FY18 Comprehensive Annual Financial Report   | <ul style="list-style-type: none"> <li>Complete financial audit and all required reporting to Board, local, regional and state agencies.</li> </ul>  | DF           | Finance/ Admin         | Nov 2018                                  | → <u>Audit performed.</u> Review of audit at F&A in October and presentation to LAVTA Board in November.   |                  |

#### Attachments

1. Board Statistics FY19
2. FY19 Upcoming Items

Underlined text indicates changes since last report.

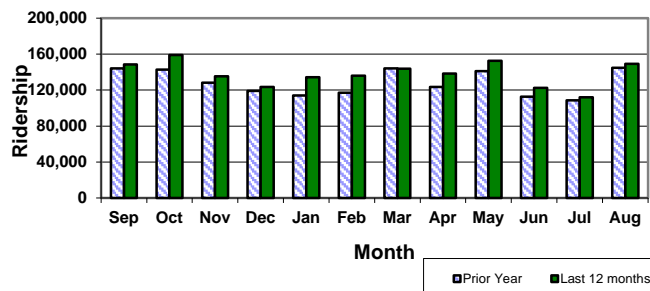
# Monthly Summary Statistics for Wheels

## August 2018

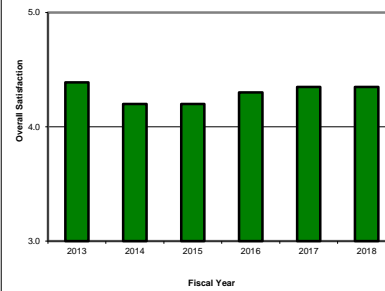
### FIXED ROUTE

|                                    | August 2018 |          |        | % change from one year ago |          |        |
|------------------------------------|-------------|----------|--------|----------------------------|----------|--------|
| Total Ridership FY 2018 To Date    | 261,204     |          |        | 3.1%                       |          |        |
| Total Ridership For Month          | 149,314     |          |        | 3.2%                       |          |        |
| Fully Allocated Cost per Passenger | \$8.26      |          |        | 0.8%                       |          |        |
|                                    | Weekday     | Saturday | Sunday | Weekday                    | Saturday | Sunday |
| Average Daily Ridership            | 5,968       | 1,673    | 1,344  | 4.4%                       | -9.9%    | -6.1%  |
| Passengers Per Hour                | 13.9        | 10.7     | 8.6    | 3.2%                       | -10.3%   | -6.6%  |
|                                    | August 2018 |          |        | % change from last month   |          |        |
| On Time Performance                | 83.9%       |          |        | -3.3%                      |          |        |

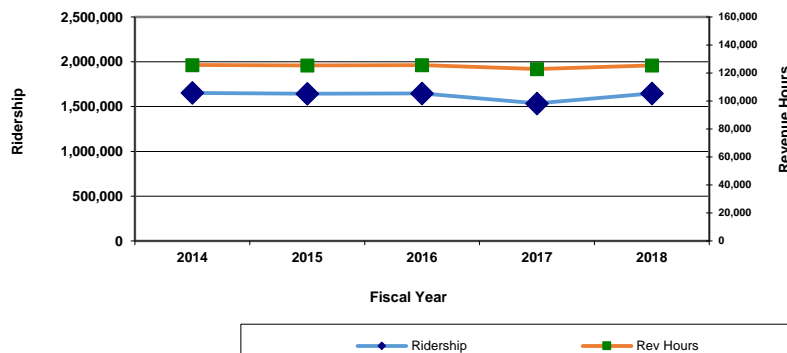
Monthly Unlinked Boardings and Revenue Hours  
Last 24 Months



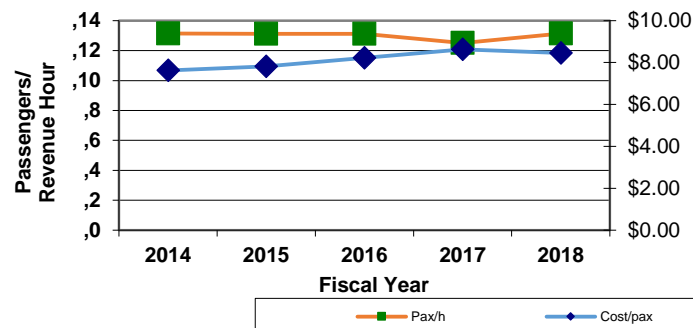
Historical Customer Service  
Survey Results



Annual Unlinked Boardings and Revenue Hours  
FY2014-2018



Full Cost Per Passenger and Passenger Per Hour  
FY2014-2018



## Monthly Summary Statistics for Wheels

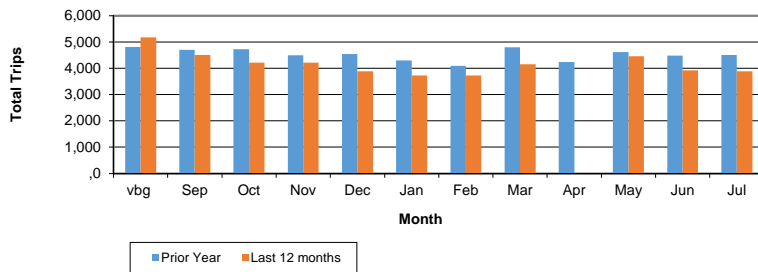
August 2018

### PARATRANSIT

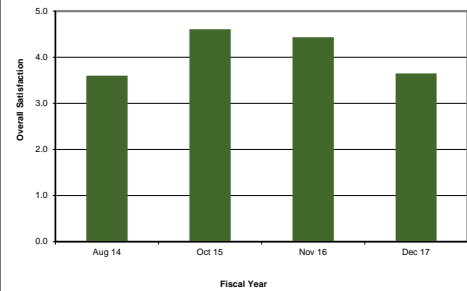
| General Statistics                | August 2018 | % Change from last year | Year to Date |
|-----------------------------------|-------------|-------------------------|--------------|
| Total Monthly Passengers          | 3,882       | -13.8%                  | 3,882        |
| Average Passengers Per Hour       | 1.20        | -40.0%                  | 1            |
| On Time Performance               | 92.6%       | -3.6%                   | 1            |
| Cost per Trip                     | \$33.16     | 2.5%                    | 33           |
| Number of Paratransit Assessments | 50          | 150.0%                  | 50           |
| Calls Answered in <1 Minute       | 75.00%      | 0.3%                    | 1            |

| Missed Services Summary          | August 2018 | Year to Date |
|----------------------------------|-------------|--------------|
| 1st Sanction - Phone Call        | 5           | 9            |
| 2nd Sanction - Written Letter    | 0           | 0            |
| 3rd Sanction - 15 Day Suspension | 0           | 0            |
| 4th Sanction - 30 Day Suspension | 0           | 0            |
| 5th Sanction - 60 Day Suspension | 0           | 0            |
| 6th Sanction - 90 Day Suspension | 0           | 0            |

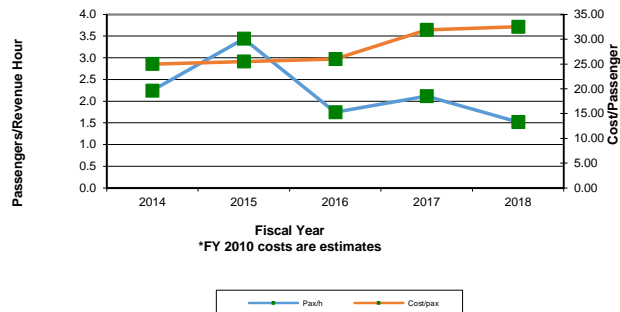
Paratransit Monthly Unlinked Boardings, Last 24 Months



Historical Customer Service Survey Results



Paratransit Full Cost Per Passenger and Average Passengers Per Hour FY2014-2018



## Monthly Summary Statistics for Wheels

**August 2018**

| SAFETY                            |                    |           |                    |                    |                     |           |                    |                    |
|-----------------------------------|--------------------|-----------|--------------------|--------------------|---------------------|-----------|--------------------|--------------------|
| ACCIDENT DATA                     | August 2018        |           |                    |                    | Fiscal Year to Date |           |                    |                    |
|                                   | Fixed Route        |           | Paratransit        |                    | Fixed Route         |           | Paratransit        |                    |
| Total                             | 5                  |           | 0                  |                    | 11                  |           | 1                  |                    |
| Preventable                       | 3                  |           | 0                  |                    | 7                   |           | 0                  |                    |
| Non-Preventable                   | 2                  |           | 0                  |                    | 4                   |           | 1                  |                    |
| Physical Damage                   |                    |           |                    |                    |                     |           |                    |                    |
| Major                             | 0                  |           | 0                  |                    | 0                   |           | 0                  |                    |
| Minor                             | 5                  |           | 0                  |                    | 11                  |           | 0                  |                    |
| Bodily Injury                     |                    |           |                    |                    |                     |           |                    |                    |
| Yes                               | 0                  |           | 0                  |                    | 2                   |           | 1                  |                    |
| No                                | 5                  |           | 0                  |                    | 9                   |           | 0                  |                    |
|                                   |                    |           |                    |                    |                     |           |                    |                    |
| MONTHLY CLAIMS ACTIVITY           | Totals             |           |                    |                    |                     |           |                    |                    |
| Amount Paid                       |                    |           |                    |                    |                     |           |                    |                    |
| This Month                        | \$376.70           |           |                    |                    |                     |           |                    |                    |
| To Date This Fiscal Year          | \$376.70           |           |                    |                    |                     |           |                    |                    |
|                                   |                    |           |                    |                    |                     |           |                    |                    |
| Budget                            | \$100,000.00       |           |                    |                    |                     |           |                    |                    |
| % Expended                        | 0%                 |           |                    |                    |                     |           |                    |                    |
|                                   |                    |           |                    |                    |                     |           |                    |                    |
| CUSTOMER SERVICE - ADMINISTRATION |                    |           |                    |                    |                     |           |                    |                    |
| CATEGORY                          | Number of Requests |           |                    |                    |                     |           |                    |                    |
|                                   | August 2018        |           | Year To Date       |                    |                     |           |                    |                    |
|                                   |                    |           |                    |                    |                     |           |                    |                    |
| Praise                            | 1                  |           | 3                  |                    |                     |           |                    |                    |
| Bus Stop                          | 2                  |           | 7                  |                    |                     |           |                    |                    |
| Incident                          | 0                  |           | 0                  |                    |                     |           |                    |                    |
| Trip Planning                     | 4                  |           | 9                  |                    |                     |           |                    |                    |
| Fares/Tickets/Passes              | 2                  |           | 2                  |                    |                     |           |                    |                    |
| Route/Schedule Planning           | 3                  |           | 9                  |                    |                     |           |                    |                    |
| Marketing/Website                 | 0                  |           | 0                  |                    |                     |           |                    |                    |
| ADA                               | 0                  |           | 0                  |                    |                     |           |                    |                    |
| TOTAL                             | 12                 |           | 30                 |                    |                     |           |                    |                    |
|                                   |                    |           |                    |                    |                     |           |                    |                    |
| 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                            | 1                  |           |                    | 1                  |                     |           |                    | 0                  |
| Safety                            | 2                  | 5         | 1                  | 2                  |                     |           |                    | 1                  |
| Driver/Dispatch Courtesy          | 0                  | 2         |                    | 3                  |                     |           |                    | 0                  |
| Early                             |                    | 1         | 2                  | 1                  |                     |           |                    | 0                  |
| Late                              | 9                  |           | 1                  | 10                 | 1                   |           |                    | 1                  |
| No Show                           | 4                  | 1         |                    | 4                  |                     |           |                    | 0                  |
| Incident                          |                    |           |                    | 0                  |                     |           |                    | 0                  |
| Driver/Dispatch Training          | 1                  |           |                    | 1                  | 3                   | 1         |                    | 5                  |
| Maintenance                       |                    |           |                    | 0                  |                     |           |                    | 0                  |
| Bypass                            | 9                  | 3         | 1                  | 11                 |                     |           |                    | 0                  |
| TOTAL                             | 25                 | 12        | 5                  | 32                 | 4                   | 1         | 0                  | 7                  |
| Valid Complaints                  |                    |           |                    |                    |                     |           |                    |                    |
| Per 10,000 riders                 | 1.67               |           |                    |                    |                     |           |                    |                    |
| Per 1,000 riders                  |                    |           |                    |                    | 1.03                |           |                    |                    |

## LAVTA COMMITTEE ITEMS - October 2018 - February 2019

### Finance & Administration Committee

#### October

|                           | Action | Info |
|---------------------------|--------|------|
| Minutes                   | X      |      |
| Treasurers Report         | X      |      |
| CAFR                      | X      |      |
| Conflict of Interest Code | X      |      |

#### November

|                   | Action | Info |
|-------------------|--------|------|
| Minutes           | X      |      |
| Treasurers Report | X      |      |

#### December

|                     | Action |  |
|---------------------|--------|--|
| Minutes             | X      |  |
| Treasurers Report   | X      |  |
| Legislative Program | X      |  |

\*Typically December committee meetings are cancelled

#### January

|                   | Action | Info |
|-------------------|--------|------|
| Minutes           | X      |      |
| Treasurers Report | X      |      |

#### February

|                   | Action | Info |
|-------------------|--------|------|
| Minutes           | X      |      |
| Treasurers Report | X      |      |

## LAVTA COMMITTEE ITEMS - October 2018 - February 2019

### Projects & Services Committee

#### October

Minutes

Action

Info

X

#### November

Minutes

Action

Info

X

Quarterly Operations

X

Mobility Forward Draft Recommendation

X

DAR Customer Satisfaction Survey

X

#### December

Minutes

Action

Info

X

\*Typically December committee meetings are cancelled

#### January

Minutes (November)

Action

Info

X

DAR Customer Satisfaction Survey

X

Mobility Forward Final Recommendation

X

#### February

Minutes

Action

Info

X

Quarterly Operations

X