

MINUTES OF THE AUGUST 28, 2018
LAVTA FINANCE AND ADMINISTRATION COMMITTEE MEETING

1. Call to Order and Pledge of Allegiance

Committee Vice Chair Janine Thalblum called the meeting to order at 4:00pm.

2. Roll Call of Members

Members Present

Bob Coomber, Councilmember, City of Livermore
Karla Brown, Councilmember, City of Pleasanton
Janine Thalblum, Councilmember, City of Dublin

Members Absent

Jerry Pentin, Councilmember, City of Pleasanton

3. Meeting Open to Public

No Comments.

4. Minutes of the June 26, 2018 Meeting of the F&A Committee

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

5. Preliminary Treasurer's Report for June 2018 and July 2018

The Finance and Administration Committee recommended submitting the attached June 2018 (preliminary) and July 2018 Treasurer's Report to the Board for approval.

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

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

Staff provided the Finance and Administration Committee the resolution in support of application for FY 18-19 funding through the State Transit Assistance State of Good Repair Program. The first two years of the allocation was \$55,640 and staff recommended dedicating these funds towards the agency's bus stop improvement program. Staff also noted that if Proposition 6 passes in November it would impact this program and LAVTA would no longer receive this type of funding.

The Finance and Administration Committee recommended forwarding Resolution 23-2018

to the Board of Directors in support of an allocation request to Caltrans for the State Transit Assistance State of Good Repair (SGR) Program.

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

7. Video Surveillance Systems

Staff provided the Finance and Administration Committee the video surveillance system. Staff informed that the project cost is \$177,775.44 with a 10% contingency of \$17,777.54.

The Finance and Administration Committee forward a recommendation to the Board of Directors authorize 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.

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

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

The Finance and Administration Committee forward a recommendation to the Board of Directors declaring 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.

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

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

Staff provided the Finance and Administration Committee the one year extension to Paratransit operation contract to Medical Transportation Management, Inc. Staff informed that with the second option year comes an automatic 2% increase to the price of the contract built on trips.

The item was discussed by the Finance and Administration Committee.

The Finance and Administration Committee forward a recommendation to the Board of Directors to exercise the second option year and extend the paratransit operations agreement from July 1, 2018 through June 30, 2019. Resolution 25-2018.

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

10. Livermore Historic Railroad Depot Lease Agreement

Staff provided an update to the Finance and Administration Committee regarding the Livermore Historic Railroad Depot lease agreement. Staff informed that LAVTA is negotiation with the City of Livermore on the terms of the agreement and the final draft agreement is anticipated to be brought to the Board of Directors at the September 10th Board meeting. When the initial agreement with the City of Livermore to subdivide a parcel at the Transit Center to receive the relocated Depot building was executed in November 2015, the agreement included basic terms for a fifty year lease for LAVTA to use space in the Historic Depot as a ticketing office. The City of Livermore's proposed lease terms provide for an annual payment of \$1 per year for the fifty year term of the lease. Staff highlighted the terms of LAVTA's and the City of Livermore's November 2015 agreement that is currently reflected in the City's proposed fifty year lease agreement. LAVTA's long-term fiscal impact will rely on the dollar amount agreed upon with the City of Livermore that is the agency's maximum responsibility for operating costs to clean and maintain the leased space, which is to be based on prior years' operating costs associated with the previous ticketing office and restrooms that were demolished to make way for the Depot building. Staff stated that further details on such costs would be brought to the Board of Directors for consideration prior to approving the final lease agreement with the City of Livermore.

The item was discussed by the Finance and Administration Committee.

This was informational only.

11. Preview of Upcoming F&A Committee Agenda Items

Committee Member Karla Brown requested LAVTA to report back on MTC funds that are dictated by performance requirements regarding the Rapid ridership increasing by 20%. Staff explained that by next May LAVTA should know what MTC is allocating for FY20, so that is LAVTA's deadline to make our case.

12. Matters Initiated by Committee Members

Committee Vice Chair Janine Thalblum asked for any comments, questions, and concerns with the school tripper routes. Staff provided a brief update on the work done this year for school tripper routes. It was noted that Dublin is a challenge, due to capacity. Dublin ridership is up 20% over last year. LAVTA is also educating children on riding the back deck of our bus and this allows for more capacity (about a half dozen more children). Staff also reported on some issues with the school tripper routes that were resolved immediately. LAVTA informed of some unsafe situations with boarding and the concern for students.

Committee Member Karla Brown requested that LAVTA look at another week in the year for free school tripper routes.

13. Next Meeting Date is Scheduled for: September 25, 2018

14. Adjourn

Meeting adjourned at 5:15pm.