

**MINUTES OF THE FEBRUARY 26, 2019**  
**LAVTA FINANCE AND ADMINISTRATION COMMITTEE MEETING**

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

Committee Chair Jerry Pentin called the meeting to order at 4:02pm.

**2. Roll Call of Members**

**Members Present**

Jerry Pentin, Councilmember, City of Pleasanton  
Melissa Hernandez, Vice Mayor, City of Dublin

**Members Absent**

Bob Coomber, Councilmember, City of Livermore

**3. Meeting Open to Public**

No Comments.

**4. Minutes of the November 27, 2018, January 22, 2019, and January 29, 2019 Meeting of the F&A Committee**

Executive Director Michael Tree noted an error that Robert Allen found on the November 27, 2018 minutes on Page 3, Agenda Item 7, line 7 states “including services in the I-650 and I-580” and should be “including services in the I-680 and I-580.” The minutes were amended to reflect this correction.

Approved: Hernandez/Pentin

Aye: Hernandez, Pentin

No: None

Abstain: None

Absent: Coomber

**5. Treasurer’s Report for January 2019**

The Finance and Administration Committee recommended forwarding the January 2019 Treasurer’s Report to the Board for Approval.

Approved: Pentin/Hernandez

Aye: Hernandez, Pentin

No: None

Abstain: None

Absent: Coomber

**6. Resolution in Support of Allocation Request for FY 18-19 Funding through the State Low Carbon Transit Operations Program (LCTOP)**

The Finance and Administration Committee forwarded a recommendation to the Board of Directors to approve Resolution 05-2019 in support of an LCTOP allocation request to Caltrans for the future purchase of four zero-emission battery-electric replacement buses and

related support infrastructure in FY 2022. This resolution is required to request allocations for this funding from Caltrans.

Approved: Hernandez/Pentin

Aye: Hernandez, Pentin

No: None

Abstain: None

Absent: Coomber

## **7. Proposed AT&T Cell-Site at LAVTA Administration and Maintenance Facility**

Executive Director Michael Tree provided the Finance and Administration Committee the proposed AT&T Cell-Site at LAVTA Administration and Maintenance Facility. Executive Director Michael Tree summarized the deal points for the AT&T cell tower. AT&T Mobile will reimburse LAVTA up to \$5,000 for attorney fees and other administrative costs incurred during the implementation. The AT&T Mobile monthly rental fee would be \$3,750 per month. AT&T Mobile rent escalator would 3% and there are some additional initial terms that were provided for review. Legal Counsel is currently reviewing the agreement that AT&T is requesting that we modify prior to signing. AT&T is in discussion with the City of Livermore to receive a permit for installation and is still in negotiations with LAVTA.

The item was discussed by the Finance and Administration Committee and staff. Committee Members requested that the final Staff Report brought to the Board of Directors have an amendment in the Financial Impact section to remove five (5) percent and revise to three (3) percent.

The Finance and Administration Committee provided guidance on the deal points for the proposed AT&T mobile site at LAVTA Administration and Maintenance Facility.

This was informational only.

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

Executive Director Michael Tree provided the Finance and Administration Committee the Executive Director's Report. Executive Director Michael Tree discussed the Strategic Planning Short Transit Range Plan (SRTP) and Long Range Transit Plan (LRTP). The state gave LAVTA \$500,000 through the TIRCP grant to conduct the Tri-Valley Hub Network Integration Study. LAVTA will have a Request for Proposal (RFP) in March for Strategic Planning Services with two parts. Part one is the Tri-Valley Hub Network Integration Study and part two is the SRTP and LRTP. The recommendation will come to the Board of Directors this summer.

Executive Director Michael Tree provided a brief overview and background on the Shared Autonomous Vehicle (SAV) project. Legal Counsel is looking at LAVTA's RFP, so we can acquire a firm to assist with the SAV project. Executive Director Michael Tree also informed that staff is working with BART on the storage and charging infrastructure for the SAV. Executive Director Michael Tree is confident that by July 2019 the SAV will be up and running.

Executive Director Michael Tree highlighted three grants. One grant is in the amount of

\$139,391 for the ParaTaxi program to be funded over five years. The second grant in the amount of \$86,240 is for the implementation of a ParaTaxi debit card. The last grant from Bay Area Quality Management District (BAQMD) would assist LAVTA in expanding GoDublin.

The item was discussed by the Finance and Administration Committee and staff.

This was informational only.

**9. Preview of Upcoming F&A Committee Agenda Items**

**10. Matters Initiated by Committee Members**

None.

**11. Next Meeting Date is Scheduled for: March 26, 2019**

**12. Adjourn**

Meeting adjourned at 4:49pm

**MINUTES OF THE APRIL 23, 2019**  
**LAVTA FINANCE AND ADMINISTRATION COMMITTEE MEETING**

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

Committee Chair Jerry Pentin called the meeting to order at 4:00pm.

**2. Roll Call of Members**

**Members Present**

Bob Coomber, City of Livermore

Jerry Pentin, City of Pleasanton

Melissa Hernandez, City of Dublin

**3. Meeting Open to Public**

No Comments.

**4. Minutes of the March 26, 2019 Meeting of the F&A Committee**

Chair Jerry Pentin requested to amend the March 26, 2019 minutes, since he was not in attendance and Vice Chair Melissa Hernandez called the meeting to order. The minutes were amended to reflect this correction.

Approved: Hernandez/Coomber

Aye: Hernandez, Pentin, Coomber

No: None

Abstain: None

Absent: None

**5. Treasurer's Report for March 2019**

The Finance and Administration Committee recommended forwarding the March 2019 Treasurer's Report to the Board for Approval.

Approved: Hernandez/Coomber

Aye: Hernandez, Pentin, Coomber

No: None

Abstain: None

Absent: None

**6. Legislative Update**

Staff provided the Finance and Administration Committee a legislative update of recent federal and state legislative activities of interest to LAVTA. Staff informed that the Federal Government is continuing discussions about their role in infrastructure needs, but currently there are no bills. Staff provided an overview of Assembly Bill (AB) 1350 (Gonzalez) – Youth Transit Pass Pilot Program and Senate Bill (SB) 152 (Beall) – Active Transportation Program. Both bills support LAVTA's legislative priorities.

The item was discussed by the Finance and Administration Committee and staff. Chair Jerry

Pentin requested staff bring back more information on AB 1560 and SB 336.

The Finance and Administration Committee accepted this report and referred two legislative positions to the Board of Directors for approval and one legislative position for discussion:

- AB 1350 (Gonzalez) – Youth Transit Pass Pilot Program – SUPPORT
- SB 152 (Beall) – Active Transportation Program – SUPPORT
- SB 336 (Dodd) – Transportation Fully Automated Transit Vehicle – WATCH

Approved: Pentin/Coomber

Aye: Hernandez, Pentin, Coomber

No: None

Abstain: None

Absent: None

## **7. Shared Autonomous Vehicle Project Management and Operations Contract Award**

Staff provided the Shared Autonomous Vehicle (SAV) Project Management and Operations Contract to the Finance and Administration Committee. Staff informed that LAVTA's partnership with GoMentum is dissolving and that LAVTA is working with them to get the ownership of the SAV, since we don't currently own the vehicle. LAVTA sent out a Request for Proposal (RFP) and this will be brought to the Board of Directors for approval, so that Executive Director Michael Tree can negotiate the terms of the contract. In the meantime, LAVTA will work on dissolving the contract with GoMentum and will not enter into the new contract until the GoMentum contract is dissolved. After releasing the RFP LAVTA had a mandatory Pre-bid meeting and five companies showed up. Transdev and First Transit provided a proposal to LAVTA. There was a review panel of five people that met with each proposer. LAVTA asked for best and final offers from both proposers and that did not change the scoring. Transdev received 88.95 and First Transit received 64.2 out of 100 points. Transdev submitted the lowest bid for the project.

The item was discussed by the Finance and Administration Committee and staff.

The Finance & Administration Committee forwarded a recommendation to the Board of Directors to approve a resolution for the Executive Director to enter into a contract with Transdev for the SAV Pilot.

Approved: Coomber/Hernandez

Aye: Hernandez, Pentin, Coomber

No: None

Abstain: None

Absent: None

## **8. Preview of Upcoming F&A Committee Agenda Items**

## **9. Matters Initiated by Committee Members**

None.

## **10. Next Meeting Date is Scheduled for: May 28, 2019**

## **11. Adjourn**

Meeting adjourned at 4:33pm