

MINUTES OF THE APRIL 27, 2020 ZOOM TELECONFERENCE
LAVTA PROJECTS AND SERVICES COMMITTEE MEETING

1. Call to Order and Pledge of Allegiance

Committee Vice Chair Karla Brown called the meeting to order at 4:05pm. No Pledge of Allegiance took place. Committee Chair Scott Haggerty stated that due to COVID-19 meetings will not be held on-site at LAVTA, please look for your agenda link.

2. Roll Call of Members

Members Present

Karla Brown, City of Pleasanton
Bob Woerner, City of Livermore
Scott Haggerty, Alameda County
David Haubert, City of Dublin

3. Meeting Open to Public

No comments.

4. Minutes of the February 24, 2020 Meeting of the P&S Committee.

Chair Scott Haggerty requested a roll call vote.

Approved: Haubert/Brown
Aye: Brown, Haggerty, Haubert, Woerner
No: None
Abstain: None
Absent: None

5. Update on LAVTA Response to COVID-19

Staff informed the Committee that the staff report provided a summary of what transpired, since March and staff will not go through each bullet point. Staff asked if the Committee has any question about the specifics that are in the staff report. Executive Director Michael Tree informed that staff has been twice as busy and that he appreciates what they've done in responding to COVID-19. Executive Director Michael Tree discussed the service level reductions and that LAVTA has only received a couple of complaints regarding those changes. Executive Director Michael Tree noted how LAVTA is trying to protect the drivers and passengers by ensuring social distancing on Wheels buses, during COVID-19. Executive Director Michael Tree stated that LAVTA plans to revisit the Emergency Policy in the future.

The item was discussed by the Committee Members and staff. Chair Scott Haggerty asked how close LAVTA is to a weekend schedule. Staff informed that LAVTA is already on a weekend schedule.

Executive Director Michael Tree closed out the staff report by stating that our Director of Finance Tamara Edwards is watching closely what COVID-19 has done to the economy

and bus system, as well as how the CARES Act can assist the agency. LAVTA is also talking about recovery and what that looks like with keeping social distancing. Executive Director Michael Tree explained that it is difficult to predict how COVID-19 will ultimately impact the system. Director of Finance Tamara Edwards informed that LAVTA submitted the CARES Act application and should receive 3.5 million and the second distribution of funding between one and two million, but the numbers have not been finalized. The funds can be used for COVID-19 related expenses, including operations going back to January 20, 2020. Director of Finance Tamara Edwards also stated that for FY20 MTC is estimating a 15% decrease in sales tax based revenues and that includes TDA and STA and based on decrease of 90% in 4th Quarter in tax based sales. For next year MTC is estimating the same 15% decrease in sales tax based revenues. For LAVTA's budget Director of Finance Tamara Edwards will use these decreases also for the Measure B and BB funds, since they are also sales tax based. LAVTA is in a good place financially to handle this economic downturn, due to reserves. FY20 is based on keeping the revenue hours the same, but how they will be distributed is not known and there may be a mid-year budget revision.

The item was discussed by the Committee Members and staff.

This was informational only.

6. Contract Amendment with MV, Inc.

Executive Director Michael Tree introduced and welcomed on-board Director of Operations and Innovation Toan Tran to the Projects and Services Committee. Staff provided a brief background of the contract with MV Transportation, Inc. Staff noted the decrease of ridership and that LAVTA reduced the service level about sixty percent. In an effort to maintain a state of readiness LAVTA and MV Transportation, Inc. reached an agreement to provide financial assistance to operators that are available to drive, but don't have a work assignment. In order for drivers to receive the assistance a driver must show up for work. The current agreement is from March 16, 2020 to May 3, 2020 and was based on the current shelter in place order. LAVTA would like to extend the agreement to June 30, 2020 to finish the fiscal year, since the shelter in place order is being extended. Staff informed that the cumulative financial impact is projected to be under \$100,000, which is within the Executive Director's authority. In the event that this arrangement goes past June 30, 2020, staff will bring the item back for approval.

This was informational only.

7. Contract Amendment with MTM

Staff provided a brief background on the Medical Transportation Management (MTM) contract to provide paratransit service for LAVTA. The contract is structured differently using subcontractors. Staff informed that MTM normally has twelve drivers and based on demand they currently need four on a daily basis. Staff explained that three additional drivers have enrolled in the Meals on Wheels program. The other five drivers are not working due to personal reasons or they are in the vulnerable age group for COVID-19. Staff explained that the supplemental payment of \$26,500 is only for the fixed cost to ensure no layoffs during this time period. The cumulative impact is under \$100,000, which is within the Executive Director's authority. In the event this goes beyond June 30, 2020, staff will bring the item back for approval.

Chair Scott Haggerty informed Executive Director Michael Tree that he may want to keep a list of all these things LAVTA is doing and bring it back to the Board as a final report to state what LAVTA did.

This was informational only.

8. Executive Directors Report

Executive Director Michael Tree highlighted Meals on Wheels, capital projects, Wheels Bus Stop Sign Project. Executive Director Michael Tree noted that the Pleasanton BRT Corridor Enhancement Project is currently on hold. Executive Director Michael explained that LAVTA is waiting on the County of Alameda and the state gave approval to continue moving forward with the first floor being a convertible concept for the Dublin Parking Garage Project. Executive Director Michael informed that staff has been working hard on the Shared Autonomous Vehicle Project and that when the travel restrictions are lifted Transdev will start working on mapping, so testing can get started. Executive Director Michael Tree also informed that the Short and Long Range Plans are currently on hold until fall due to COVID-19.

The item was discussed by the Committee Members and staff. Committee Member Bob Woerner asked how morale is at LAVTA. Executive Director Michael Tree gave an update on company morale and Director of Finance Tamara Edwards updated the Committee on bus system patron issues where LAVTA has called the police department for assistance.

This was informational only

9. Matters Initiated by Committee Members

10. Next Meeting Date is Scheduled for: May 25, 2020

11. Adjourn

Meeting adjourned at 4:34pm.