

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

FINANCE and ADMINISTRATION COMMITTEE MEETING / COMMITTEE OF THE WHOLE
AGENDA

September 22, 2020

COMMITTEE MEMBERS

MELISSA HERNANDEZ – CHAIR
JERRY PENTIN

BOB COOMBER – VICE CHAIR

Agenda Questions: Please call the Executive Director at (925) 455-7564 or send an email to frontdesk@lavta.org

Documents received after publication of the Agenda and considered by the F&A Committee in its deliberation will be available for inspection only via electronic document transfer, due to the COVID-19 outbreak. See the COVID-19 provisions outlined below. Please call or email the Executive Director during normal business hours if you require access to any such documents.

TELECONFERENCE

SEPTEMBER 22, 2020 – 4:00 PM

**CORONAVIRUS DISEASE (COVID-19) ADVISORY
AND MEETING PROCEDURE**

On June 5, 2020 (updated June 18, 2020), the Health Officer of Alameda County issued an Order that will continue to be in effect until it is rescinded, superseded, or amended in writing by the Health Officer. The Order directed that all individuals living in the county to shelter at their place of residence except that they may leave to provide or receive certain essential services or engage in certain essential activities and work for essential businesses and governmental services.

Under the Governor’s Executive Order N-29-20, this meeting may utilize teleconferencing. As a precaution to protect the health and safety of staff, officials, and the general public. Councilmembers will not be physically in attendance, but will be available via video conference.

The administrative office of Livermore Amador Valley Transit Authority (LAVTA) is currently closed to the public and will remain closed for the duration of the Finance & Administration (F&A) Committee meeting. Consequently, there will be no physical location for members of the public to participate in the meeting. We encourage members of the public to shelter in place and access the meeting online using the web-video communication application, Zoom. Zoom participants will have the opportunity to speak during Public Comment.

If you are submitting public comment via email, please do so by 1:00 p.m. on Tuesday, September 22, 2020 to frontdesk@lavta.org. Please include “Public Comment 9/22/2020” and the agenda item in the subject line. In the body of the email please include your name. Public comments submitted will be read during Public Comment and will be subject to the regular three-minute time restriction.

This F&A Committee meeting will be conducted on the web-video communication platform, Zoom. In order to view and/or participate in this meeting, members of the public will need to download Zoom from its website, www.zoom.us.

It is recommended that anyone wishing to participate in the meeting complete the download process before the start of the meeting.

There will be zero tolerance for any person addressing the Committee making profane, offensive and disruptive remarks, or engaging in loud, boisterous, or other disorderly conduct, that disrupts the orderly conduct of the public meeting.

How to listen and view meeting video:

- From a PC, Mac, iPad, iPhone or Android device click the link below:

<https://zoom.us/j/83887904704>

Passcode: FA1362Mtg

- To supplement a PC, Mac, tablet or device without audio, please also join by phone:

Dial: 1 (669) 900-6833

Webinar ID: 838 8790 4704

Passcode: 732133

To comment by video conference, click the “Raise Your Hand” button to request to speak when Public Comment is being taken on the Agenda item. You will then be unmuted when it is your turn to make your comment for up to 3 minutes. After the allotted time, you will be muted.

- Livestream online at: [Livermore Amador Valley Transit Authority YouTube Channel](#)

No option to make Public Comment on YouTube live stream.

How to listen only to the meeting:

- For audio access to the meeting by telephone, use the dial-in information below:

Dial: 1 (669) 900-6833

Webinar ID: 838 8790 4704

Passcode: 732133

*Please note to submit public comment via telephone dial *9 on your dial pad. The meeting’s host will be informed that you would like to speak. If you are chosen, you will be notified that your request has been approved and you will be allowed to speak. You will then be unmuted when it is your turn to make your comment for up to 3 minutes. After the allotted time, you will be muted.*

To submit written comments:

- Provide public written comments prior to the meeting by email, to frontdesk@lavta.org

If you are submitting public comment via email, please do so by 1:00 p.m. on Tuesday, September 22, 2020 to frontdesk@lavta.org. Please include “Public Comment 9/22/2020” and the agenda item to which your comment applies in the subject line. In the body of the email please include your name. Public comments submitted will be read during Public Comment and will be subject to the regular three-minute time restriction.

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 Committee on any matter within the general subject matter jurisdiction of the LAVTA Board of Directors.
- Members of the audience may address the Committee on items on the Agenda at the time the Chair calls for the particular Agenda item.
- Public comments should not exceed three (3) minutes.
- Agendas are published 72 hours prior to the meeting.
- No action may be taken on matters raised that are not on the Agenda.

4. Minutes of the August 25, 2020 Meeting of the F&A Committee

Recommendation: Approval

5. Treasurer’s Report for August 2020

Recommendation: Staff requests that the Finance and Administration Committee forward the August 2020 Treasurer’s Report to the Board for approval.

6. Adoption of Updated Conflict of Interest Code

Recommendation: Staff recommends that the Finance and Administration Committee forward to the Board of Directors, the attached Conflict of Interest Code, including updated Appendix of Designated Officials for approval.

7. Preview of Upcoming F&A Committee Agenda Items

8. Matters Initiated by Committee Members

9. Next Meeting Date is Scheduled for: October 27, 2020

10. Adjourn

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.

In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment.

I hereby certify that this agenda was posted 72 hours in advance of the noted meeting.

<u>/s/ Jennifer Suda</u>	<u>9/18/20</u>
<u>LAVTA Administrative Services Department</u>	<u>Date</u>

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

Executive Director

Livermore Amador Valley Transit Authority

1362 Rutan Court, Suite 100

Livermore, CA 94551

Fax: 925.443.1375

Email : frontdesk@lavta.org

AGENDA

ITEM 4



MINUTES OF THE AUGUST 25, 2020 ZOOM TELECONFERENCE
LAVTA FINANCE AND ADMINISTRATION COMMITTEE MEETING

1. Call to Order and Pledge of Allegiance

Committee Chair Melissa Hernandez called the meeting to order at 4:01pm.

2. Roll Call of Members

Members Present

Jerry Pentin, City of Pleasanton

Melissa Hernandez, City of Dublin

Bob Coomber, City of Livermore

3. Meeting Open to Public

No comments.

4. Minutes of the June 23, 2020 Meeting of the F&A Committee

Approved: Pentin/Coomber

Aye: Pentin, Hernandez, Coomber

No: None

Abstain: None

Absent: None

5. Treasurer's Report for June 2020 and July 2020

The Finance and Administration Committee recommended forwarding the Preliminary June 2020 Treasurer's Report and July 2020 Treasurer's Report to the Board for approval.

Approved: Coomber/Pentin

Aye: Pentin, Hernandez, Coomber

No: None

Abstain: None

Absent: None

6. Disadvantaged Business Enterprise (DBE) 3-Year Goal Establishment (2021-2023)

Staff provided the DBE 3-Year Goal Establishment (2021-2023) to the Finance and Administration Committee. Staff explained how the base figure mathematics are determined and informed that LAVTAs DBE goal is 1%. LAVTA published our goal for public comment for the required 30 days and staff conducted a Zoom meeting to share the goal setting methodology. After the goal was released LAVTA received ten (10) public comments questioning the low goal and staff provided an excel spreadsheet showing the math used to figure out the goal with additional information. Going forward LAVTA will explain the DBE math in our public announcement to assist the public in understanding our goal setting methodologies.

The item was discussed by the Finance and Administration Committee and staff. Committee Member Jerry Pentin understands that LAVTA does not have the type of contracts for DBEs,

but asked if the DBEs have other opportunities to work with LAVTA. Staff informed that there are non-federally funded contract opportunities. Committee Member Jerry Pentin also asked about LAVTAs 1% goal and attachment 1 section about “Projection of percentage of three-year overall DBE goal to be achieved through race neutral measures” and how they jive. Staff informed that LAVTA has a goal, but we don’t put contract goals when we go out to bid and explained the process.

The Finance and Administration Committee recommends the Board adopt the three year DBE goal of 1% for Federal Fiscal Years 2021-2023.

Approved: Coomber/Pentin
Aye: Pentin, Hernandez, Coomber
No: None
Abstain: None
Absent: None

7. Preview of Upcoming F&A Committee Agenda Items

8. Matters Initiated by Committee Members

None.

9. Next Meeting Date is Scheduled for: September 22, 2020

10. Adjourn

Meeting adjourned at 4:17pm

AGENDA

ITEM 5



STAFF REPORT

SUBJECT: Treasurer's Report for August 2020

FROM: Tamara Edwards, Director of Finance

DATE: September 22, 2020

Action Requested

Review and forward the LAVTA Treasurer's Report for August 2020 to the Board of Directors for approval.

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, 2020	\$5,509,227.28
Payments made	\$1,347,442.87
Deposits made	\$1,667,953.37
Ending balance August 31, 2020	\$5,829,737.78

Farebox account activity (106):

Beginning balance August 1, 2020	\$199,086.99
Deposits made	\$0.00
Ending balance August 31, 2020	\$199,086.99

LAIIF investment account activity (135):

Beginning balance August 1, 2020	\$5,934,406.58
Ending balance August 31, 2020	\$5,934,406.58

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 16.6%. The agency is at 16.7% overall. However, this is expected at the beginning of the year because of amounts that are paid in advance for benefits and insurance.

Operating Revenues Summary:

While expenses are at 16.7%, revenues are at 4.7%, as expected for the beginning of the year. LAVTA has additional revenues not yet returned to the county held reserves to provide a healthy cash flow.

Recommendation

Staff requests that the Finance and Administration Committee forward the August 2020 Treasurer's Report to the Board for approval.

Attachments:

1. August 2020 Treasurer's Report

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
BALANCE SHEET
FOR THE PERIOD ENDING:
August 31, 2020**

ASSETS:

101 PETTY CASH	200	
102 TICKET SALES CHANGE	240	
105 CASH - GENERAL CHECKING	5,829,738	
106 CASH - FIXED ROUTE ACCOUNT	199,087	
107 Clipper Cash	84,850	
108 Rail	2,695,076	
109 BOC	46	
120 ACCOUNTS RECEIVABLE	(1,845,777)	
135 INVESTMENTS - LAIF	5,934,407	
150 PREPAID EXPENSES	(339)	
160 OPEB ASSET	536,342	
165 DEFFERED OUTFLOW-Pension Related	636,065	
170 INVESTMENTS HELD AT CALTIP	0	
111 NET PROPERTY COSTS	66,271,476	
TOTAL ASSETS		80,341,410

LIABILITIES:

205 ACCOUNTS PAYABLE	(682,608)	
211 PRE-PAID REVENUE	3,089,480	
21101 Clipper to be distributed	(9,731)	
22000 FEDERAL INCOME TAXES PAYABLE	34	
22010 STATE INCOME TAX	(10)	
22020 FICA MEDICARE	(112)	
22050 PERS HEALTH PAYABLE	0	
22040 PERS RETIREMENT PAYABLE	594	
22030 SDI TAXES PAYABLE	0	
22070 AMERICAN FIDELITY INSURANCE PAYABLE	3,187	
22090 WORKERS' COMPENSATION PAYABLE	5,971	
22100 PERS-457	0	
22110 Direct Deposit Clearing	0	
23101 Net Pension Liability	1,075,263	
23104 Deferred Inflow- Pension Related	60,124	
23103 INSURANCE CLAIMS PAYABLE	33,355	
23102 UNEMPLOYMENT RESERVE	2,428	
TOTAL LIABILITIES		3,577,975

FUND BALANCE:

301 FUND RESERVE	(7,734,299)	
304 GRANTS, DONATIONS, PAID-IN CAPITAL	81,820,934	
30401 SALE OF BUSES & EQUIPMENT	83,853	
FUND BALANCE	2,592,947	
TOTAL FUND BALANCE		76,763,435
TOTAL LIABILITIES & FUND BALANCE		80,341,410

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
REVENUE REPORT
FOR THE PERIOD ENDING:
August 31, 2020**

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
4010100	Fixed Route Passenger Fares	340,455	265	323	340,132	0.1%
4020000	Business Park Revenues	72,020	20,005	20,005	52,015	27.8%
4020500	Special Contract Fares	218,288	0	0	218,288	0.0%
4020500	Special Contract Fares - Paratransit	30,000	0	0	30,000	0.0%
4010200	Paratransit Passenger Fares	93,750	(70)	(70)	93,820	-0.1%
4060100	Concessions	20,820	0	0	20,820	0.0%
4060300	Advertising Revenue	30,000	2,672	2,672	27,328	8.9%
4070400	Miscellaneous Revenue-Interest	25,000	0	0	25,000	0.0%
4070300	Non transportation revenue	86,052	0	11,589	74,463	13.5%
4090100	Local Transportation revenue	538,506	0	0	538,506	0.0%
4099100	TDA Article 4.0 - Fixed Route	6,041,384	0	0	6,041,384	0.0%
4099500	TDA Article 4.0-BART	58,163	0	0	58,163	0.0%
4099200	TDA Article 4.5 - Paratransit	87,527	0	0	87,527	0.0%
4099600	Bridge Toll- RM2, RM1	348,502	0	0	348,502	0.0%
4110100	STA Funds-Paratransit	66,305	0	0	66,305	0.0%
4110500	STA Funds- Fixed Route BART	415,450	0	0	415,450	0.0%
4110100	STA Funds-pop	793,498	0	0	793,498	0.0%
4110100	STA Funds- rev	208,552	0	0	208,552	0.0%
4110100	STA Block	888,731	0	0	888,731	0.0%
4110100	STA Funds- Lifeline	38,281	0	0	38,281	0.0%
4110100	Caltrans	250,000	0	0	250,000	0.0%
4130000	FTA Section CARES Act	5,000,000	570,240	570,240	4,429,760	100.0%
4130000	FTA Section 5307 ADA Paratransit	412,325	0	0	412,325	0.0%
4130000	FTA TPI	88,000	0	0	88,000	100.0%
4640500	Measure B Gap	23,859	0	0	23,859	100.0%
4640500	Measure B Express Bus	-	0	0	-	100.0%
4640100	Measure B Paratransit Funds-Fixed Route	559,135	0	0	559,135	0.0%
4640100	Measure B Paratransit Funds-Paratransit	103,034	0	0	103,034	0.0%
4640200	Measure BB Paratransit Funds-Fixed Route	413,424	0	0	413,424	0.0%
4640200	Measure BB Paratransit Funds-Paratransit	202,370	0	0	202,370	0.0%
RAIL		0	0	210,800		
TOTAL REVENUE		17,453,431	593,112	815,560	16,848,672	4.7%

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
OPERATING EXPENDITURES
FOR THE PERIOD ENDING:
August 31, 2020**

	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
501 02 Salaries and Wages	\$1,670,376	\$120,465	\$297,680	\$1,372,696	17.82%
502 00 Personnel Benefits	\$999,960	\$44,733	\$222,469	\$777,491	22.25%
503 00 Professional Services	\$1,148,380	\$1,280	\$4,280	\$1,144,100	0.37%
503 05 Non-Vehicle Maintenance	\$825,443	\$201,428	\$251,257	\$574,186	30.44%
503 99 Communications	\$5,500	\$31	\$52	\$5,448	0.94%
504 01 Fuel and Lubricants	\$1,021,500	\$38,975	\$52,027	\$969,473	5.09%
504 03 Non contracted vehicle maintenance	\$3,000	\$3,041	\$4,572	(\$1,572)	152.40%
504 99 Office/Operating Supplies	\$56,030	\$2,049	\$2,210	\$53,820	3.94%
504 99 Printing	\$67,000	\$799	\$799	\$66,201	1.19%
505 00 Utilities	\$351,235	\$22,240	\$25,497	\$325,738	7.26%
506 00 Insurance	\$682,703	(\$713)	\$557,433	\$125,270	81.65%
507 99 Taxes and Fees	\$277,000	\$3,700	\$7,723	\$269,277	2.79%
508 01 Purchased Transportation Fixed Route	\$8,755,092	\$655,097	\$1,363,525	\$7,391,567	15.57%
2-508 02 Purchased Transportation Paratransit	\$1,314,813	\$58,107	\$117,909	\$1,196,904	8.97%
508 03 Purchased Transportation WOD	\$76,026	\$419	\$419	\$75,607	0.55%
509 00 Miscellaneous	\$179,477	\$14,196	\$16,918	\$162,559	9.43%
509 02 Professional Development	\$39,500	\$1,496	\$1,496	\$38,004	3.79%
509 08 Advertising	\$60,000	\$0	\$0	\$60,000	0.00%
TOTAL	\$17,533,035	\$1,167,342	\$2,926,267	\$14,606,768	16.69%

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 1 of 2)
FOR THE PERIOD ENDING:
August 31, 2020**

ACCOUNT	DESCRIPTON	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
REVENUE DETAILS						
4090594	TDA (office and facility equip)	199,000	0	0	199,000	0.00%
4090194	TDA Shop repairs and replacement	100,000	0	0	100,000	0.00%
4091794	Bus stop improvements	416,000	0	0	416,000	0.00%
4090994	Radio Upgrade	6,700	0	0	6,700	0.00%
4090794	TDA Transit Center Improvements	110,000	0	0	110,000	0.00%
409??94	TDA (Transit Capital)	100,000	0	0	100,000	0.00%
4092094	TDA (Major component rehab)	410,000	0	0	410,000	0.00%
4091294	TDA Doolan Tower Upgrade	30,000	0	0	30,000	0.00%
4091691	SAV BAAQMD	168,194	0	0	168,194	0.00%
4090691	CIP Shelters	1,277,410	0	0	0	0.00%
4090694	TDA TSP	66,000	0	0	66,000	0.00%
409xx94	Bus add ons	266,000	0	0	266,000	0.00%
4090294	TDA Atlantis	350,000	0	0	350,000	0.00%
409xx94	TDA Real Time APC	200,000	0	0	200,000	0.00%
409xx91	TVTC TSP	1,140,000	0	0	0	0.00%
4111700	SGR shelters and stops	80,640	0	0	80,640	0.00%
4110500	Prop 1B office and facility	200,962	0	0	200,962	0.00%
411	Prop 1B Transit Center	20,000	0	0	20,000	0.00%
411	Dublin Parking garage	20,000,000	0	0	20,000,000	0.00%
41315	FTA farebox	0	0	0	0	#DIV/0!
41320	FTA Hybrid battery packs	800,000	0	0	800,000	0.00%
	FTA Transit Center	440,000	0	0	0	0.00%
TOTAL REVENUE		26,380,906	-	-	23,523,496	0.00%

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 2 of 2)
FOR THE PERIOD ENDING:
August 31, 2020

ACCOUNT	DESCRIPTON	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
EXPENDITURE DETAILS						
CAPITAL PROGRAM - COST CENTER 07						
5550207	Atlantis Facility	350,000	0	411	349,589	0.12%
5550107	Shop Repairs and replacement	300,962	0	0	300,962	0.00%
555xx07	SAV	168,194	0	0	168,194	0.00%
555xx07	Bus Add ons	266,000	0	0	266,000	0.00%
555xx07	Real time APC	200,000	0	0	200,000	0.00%
5550507	Office and Facility Equipment	199,000	0	0	199,000	0.00%
5550607	TSP upgrade	1,206,000	0	0	1,206,000	0.00%
5550907	Radio upgrade	6,700	0	0	6,700	0.00%
5551007	Transit Center Upgrades and Improvements	570,000	0	0	570,000	0.00%
5551207	Doolan Tower upgrade	30,000	0	0	30,000	0.00%
555xx07	Dublin Parking Garage	20,000,000	0	0	20,000,000	0.00%
5551707	Bus Shelters and Stops	1,774,050	8,243	64,865	1,709,185	3.66%
5551907	COVID Supplies	21,343	21,343	21,343	0	100.00%
5552007	Major component rehab	1,210,000	0	0	1,210,000	0.00%
555?07	Transit Capital	100,000	0	0	100,000	0.00%
TOTAL CAPITAL EXPENDITURES		26,402,249	29,586	86,619	26,315,630	0.33%
FUND BALANCE (CAPITAL)		-21343.00	(29,586)	(86,619)		
FUND BALANCE (CAPTIAL & OPERATING)		-103,947.00	(603,815)	(2,248,157)		

California State Treasurer *Fiona Ma, CPA*



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

September 18, 2020

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LIVERMORE/AMADOR VALLEY TRANSIT
AUTHORITY
GENERAL MANAGER
1362 RUTAN COURT, SUITE 100
LIVERMORE, CA 94550

[Tran Type Definitions](#)

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Account Number: 80-01-002

August 2020 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	5,953,886.48
Total Withdrawal:	0.00	Ending Balance:	5,953,886.48

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
08-20	022136	08/07/20	ATT03 (AT&T)		(932.16)	.00	(932.16)	Ck# 022136 Reversed
	022184	08/10/20	A&M01 (LEO LAM INC)		635.86	.00	635.86	Automatic Generated Check
	022185	08/10/20	AIM01 (AIM TO PLEASE JANITORIAL SER		2,500.00	.00	2,500.00	Automatic Generated Check
	022186	08/10/20	ATT03 (AT&T)		1,877.28	.00	1,877.28	Automatic Generated Check
	022187	08/10/20	CAL13 (CALIFORNIA TRANSIT)		712.55	.00	712.55	Automatic Generated Check
	022188	08/10/20	CIT06 (CITY OF LIVERMORE SEWER)		202.50	.00	202.50	Automatic Generated Check
	022189	08/10/20	COR01 (CORBIN WILLITS SYSTEMS)		264.12	.00	264.12	Automatic Generated Check
	022190	08/10/20	CUR01 (CURIS SYSTEM LLC)		21,342.68	.00	21,342.68	Automatic Generated Check
	022191	08/10/20	DAY02 (DAY & NIGHT PEST CONTROL)		218.00	.00	218.00	Automatic Generated Check
	022192	08/10/20	DEL01 (DELL MARKETING LP)		2,310.13	.00	2,310.13	Automatic Generated Check
	022193	08/10/20	EME01 (BRIGHTVIEW LANDSCAPE SERVICE		1,263.00	.00	1,263.00	Automatic Generated Check
	022194	08/10/20	FIN01 (FINISHMASTER INC)		6,393.31	.00	6,393.31	Automatic Generated Check
	022195	08/10/20	JTH01 (J. THAYER COMPANY)		277.64	.00	277.64	Automatic Generated Check
	022196	08/10/20	LIV10 (LIVERMORE SANITATION INC)		2,490.76	.00	2,490.76	Automatic Generated Check
	022197	08/10/20	MET01 (METROPOLITAN TRANSPORT-)		268.53	.00	268.53	Automatic Generated Check
	022198	08/10/20	PAC16 (PACIFIC COAST TRANE)		8,432.00	.00	8,432.00	Automatic Generated Check
	022199	08/10/20	SCF01 (SC FUELS)		26,628.23	.00	26,628.23	Automatic Generated Check
	022200	08/10/20	SHA02 (SHAMROCK OFFICE SOLUTIONS)		21.11	.00	21.11	Automatic Generated Check
	022201	08/10/20	SIN01 (SINGLEPOINT COMMUNICATIONS I		6,840.00	.00	6,840.00	Automatic Generated Check
	022202	08/10/20	SOLO1 (SOLUTIONS FOR TRANSIT)		2,083.33	.00	2,083.33	Automatic Generated Check
	022203	08/10/20	STO04 (STORMWINDSTUDIOOS LLC)		1,490.00	.00	1,490.00	Automatic Generated Check
	022204	08/10/20	TIC01 (BEATRICE R. ROBINSON)		70.00	.00	70.00	Automatic Generated Check
	022205	08/25/20	ATT02 (AT&T)		402.16	.00	402.16	Automatic Generated Check
	022206	08/25/20	AVI01 (AMADOR VALLEY INDUSTRIES)		517.66	.00	517.66	Automatic Generated Check
	022207	08/25/20	BAY09 (BAY WIDE GLASS, INC.)		10,159.27	.00	10,159.27	Automatic Generated Check
	022208	08/25/20	CIT06 (CITY OF LIVERMORE SEWER)		34.34	.00	34.34	Automatic Generated Check
	022209	08/25/20	COR01 (CORBIN WILLITS SYSTEMS)		264.12	.00	264.12	Automatic Generated Check
	022210	08/25/20	DIR01 (DIRECT TV)		14.00	.00	14.00	Automatic Generated Check
	022211	08/25/20	ECA01 (ECAM SECURE INC)		16,110.16	.00	16,110.16	Automatic Generated Check
	022212	08/25/20	FAS02 (FASTENAL)		166.19	.00	166.19	Automatic Generated Check
	022213	08/25/20	FIN01 (FINISHMASTER INC)		7,948.54	.00	7,948.54	Automatic Generated Check
	022214	08/25/20	MET01 (METROPOLITAN TRANSPORT-)		21,552.20	.00	21,552.20	Automatic Generated Check
	022215	08/25/20	PAC11 (PACIFIC ENVIRONMENTAL SERV)		240.00	.00	240.00	Automatic Generated Check
	022216	08/25/20	PLA02 (PLANETERIA MEDIA LLC)		325.00	.00	325.00	Automatic Generated Check
	022217	08/25/20	SCF01 (SC FUELS)		14,362.96	.00	14,362.96	Automatic Generated Check
	022218	08/25/20	TEL01 (TPx COMMUNICATIONS)		2,699.92	.00	2,699.92	Automatic Generated Check
	022219	08/25/20	TOL06 (TOLAR MFR CO INC)		7,997.10	.00	7,997.10	Automatic Generated Check
	022220	08/25/20	TRA12 (TRAPEZE SOFTWARE GROUP)		133,884.47	.00	133,884.47	Automatic Generated Check
	022221	08/25/20	TK212 (LINDA WAHLE)		182.73	.00	182.73	Automatic Generated Check
	022222	08/25/20	UST01 (UST COMPLIANCE TESTING IN)		3,200.00	.00	3,200.00	Automatic Generated Check
	022223	08/25/20	ZILO1 (ZILLA CORPORATION)		245.76	.00	245.76	Automatic Generated Check
H10570	08/07/20	TX228 (DEBORAH BUTLER)		176.80	.00	176.80	TX228, PARATAXI REIMBURSE	
H10571	08/07/20	TX242 (BONNIE WOLF)		180.00	.00	180.00	TX242, PARATAXI REIMBURSE	
H10572	08/04/20	NEL01 (NELSON\NYGAARD CONSULTING AS		1,845.34	.00	1,845.34	NEL01, 78052, JUN-20 LAVT	
H10573	08/21/20	VER01 (VERIZON WIRELESS)		2,321.91	.00	2,321.91	VER01, 9859281956, 6/23/2	
H10574	08/10/20	PAC02 (PACIFIC GAS AND ELECTRIC)		266.90	.00	266.90	PAC02, 9007202117-4, MOA	
H10575	08/10/20	PAC02 (PACIFIC GAS AND ELECTRIC)		1,158.61	.00	1,158.61	PAC02, 7264840356-5, BUS	
H10576	08/10/20	PAC02 (PACIFIC GAS AND ELECTRIC)		162.92	.00	162.92	PAC02, 7649646868-7, DOOL	
H10577	08/18/20	CIT07 (CITY OF LIVERMORE - WATER)		43.26	.00	43.26	CIT07, 139361-00, ATLANTI	
H10578	08/18/20	CIT07 (CITY OF LIVERMORE - WATER)		26.74	.00	26.74	CIT07, 139399-00, ATLANTI	
H10579	08/18/20	CIT07 (CITY OF LIVERMORE - WATER)		15.18	.00	15.18	CIT07, 138432-00, ATLANTI	
H10580	08/18/20	CIT07 (CITY OF LIVERMORE - WATER)		185.21	.00	185.21	CIT07, 138430-01, ATLANTI	
H10581	08/07/20	PER01 (PERS)		5,759.85	.00	5,759.85	PER01, PERS NEW CONTRIBUT	
H10582	08/07/20	PER01 (PERS)		3,900.38	.00	3,900.38	PER01, PERS CLASSIC CONTR	
H10583	08/07/20	PER04 (CALPERS RETIREMENT SYSTEM)		2,131.55	.00	2,131.55	PER04, PERS 457 CONTRIBUT	
H10584	08/07/20	EFT01 (ELECTRONIC FUND TRANFERS)		8,967.30	.00	8,967.30	EFT01, FEDERAL TAX 7/25/2	
H10585	08/07/20	EMP01 (EMPLOYMENT DEVEL DEPT)		3,262.67	.00	3,262.67	EMP01, STATE TAX 7/25/20-	
H10586	08/07/20	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		44,613.38	.00	44,613.38	DIR02, PR DIRECT DEPOSIT	
H10587	08/10/20	CAL04 (CALIFORNIA WATER SERVICE)		933.20	.00	933.20	CAL04, 0198655555, BUS WA	
H10588	08/10/20	CAL04 (CALIFORNIA WATER SERVICE)		752.55	.00	752.55	CAL04, 9098655555, MOA WA	
H10589	08/20/20	PAC01 (AT&T)		351.43	.00	351.43	PAC01,ACCT #436-951-0106,	
H10590	08/20/20	PAC01 (AT&T)		33.03	.00	33.03	PAC01,ACCT #232-351-6260,	
H10591	08/20/20	PAC01 (AT&T)		295.77	.00	295.77	PAC01,ACCT #925-243-9029,	
H10592	08/20/20	PAC01 (AT&T)		183.09	.00	183.09	PAC01, ACCT #925-245-0576	
H10593	08/20/20	STA01 (STATE COMPENSATION FUND)		1,395.33	.00	1,395.33	STA01, AUG-20 WORKER'S CO	
H10594	08/03/20	CAS02 (LISETH CASTRO)		16.79	.00	16.79	CAS02, 4/27/20-7/13/20 MI	
H10595	08/06/20	MCC01 (TONY McCAULAY)		1,139.67	.00	1,139.67	MCC01, 6/2/20-8/6/20 EXPE	
H10596	08/01/20	MER01 (MERCHANT SERVICES)		24.95	.00	24.95	MER01, JULY-20 MOA CC STA	
H10597	08/01/20	MER01 (MERCHANT SERVICES)		44.95	.00	44.95	MER01, JULY-20 TRANSIT CE	
H10598	08/20/20	MVT01 (MV TRANSPORTATION, INC.)		110,480.52	.00	110,480.52	MVT01, JUN-20 FIXED ROUTE	
H10599	08/20/20	MTM01 (MEDICAL TRANSPORTATION MANAG		58,180.14	.00	58,180.14	MTM01, JUN-20 MONTHLY SER	
H10600	08/21/20	TAX07 (ASMA SYEDA)		34.20	.00	34.20	TAX07, PARATAXI REIMBURSE	
H10601	08/21/20	STA13 (STAPLES CREDIT PLAN)		1,075.04	.00	1,075.04	STA13, AUG-20 CC STATEMEN	
H10602	08/20/20	VSP01 (VSP)		607.40	.00	607.40	VSP01, AUG-20 VISION INSU	
H10603	08/20/20	VSP01 (VSP)		587.98	.00	587.98	VSP01, SEPT-20 VISION INS	
H10604	08/20/20	MVT01 (MV TRANSPORTATION, INC.)		320,000.00	.00	320,000.00	MVT01, 109291, AUG-20 1ST	
H10605	08/31/20	MVT01 (MV TRANSPORTATION, INC.)		320,000.00	.00	320,000.00	MVT01, 109292, AUG-20 2ND	
H10606	08/28/20	PER01 (PERS)		3,900.38	.00	3,900.38	PER01, PERS CLASSIC CONTR	
H10607	08/28/20	PER01 (PERS)		4,836.54	.00	4,836.54	PER01, PERS NEW CONTRIBUT	
H10608	08/28/20	PER04 (CALPERS RETIREMENT SYSTEM)		2,112.61	.00	2,112.61	PER04, PERS 457 CONTRIBUT	
H10609	08/28/20	EMP01 (EMPLOYMENT DEVEL DEPT)		4,325.04	.00	4,325.04	EMP01, STATE TAX 8/8/20-8	
H10610	08/28/20	EFT01 (ELECTRONIC FUND TRANFERS)		13,035.78	.00	13,035.78	EFT01, FEDERAL TAX 8/8/20	
H10611	08/28/20	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		55,445.11	.00	55,445.11	DIR02, PR DIRECT DEPOSIT	
H10612	07/31/20	CAL04 (CALIFORNIA WATER SERVICE)		68.84	.00	68.84	CAL04, 5755555555, CONTRA	
H10613	08/20/20	CAL04 (CALIFORNIA WATER SERVICE)		27.98	.00	27.98	CAL04, 3616555555, TC WAT	
H10614	08/20/20	CAL04 (CALIFORNIA WATER SERVICE)		51.63	.00	51.63	CAL04, 2575555555, TC FIR	
H10615	08/22/20	CAL04 (CALIFORNIA WATER SERVICE)		659.62	.00	659.62	CAL04, 4616555555, TC IRR	
H10616	08/20/20	CAL04 (CALIFORNIA WATER SERVICE)		68.84	.00	68.84	CAL04, 4755555555, MOA FI	
H10617	08/20/20	PAC02 (PACIFIC GAS AND ELECTRIC)		1,301.27	.00	1,301.27	PAC02, 6062256368-6, ATLA	
H10618	08/20/20	PAC02 (PACIFIC GAS AND ELECTRIC)		7,867.41	.00	7,867.41	PAC02, 5809326332-3, MOA	
H10619	08/20/20	CIT07 (CITY OF LIVERMORE - WATER)		41.10	.00	41.10	CIT07, 138431-00, ATLANTI	

REPORT.: Sep 16 20 Wednesday
 RUN....: Sep 16 20 Time: 12:33
 Run By.: Daniel Zepeda

LAVTA
 Month End Cash Disbursements Report
 Prior Period Report for 08-20 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
08-20	H10620	08/20/20	CIT07 (CITY OF LIVERMORE - WATER)		168.87	.00	168.87	CIT07, 139388-00, BUS WAS
	H10621	08/03/20	EMP01 (EMPLOYMENT DEVEL DEPT)		5,651.00	.00	5,651.00	EMP01, 2ND QTR 2020 UNEMP
	H10622	08/20/20	PER03 (CAL PUB EMP RETIRE SYSTM)		37,124.85	.00	37,124.85	PER03, SEPT-20 HEALTH INS
	H10623	08/03/20	EFT01 (ELECTRONIC FUND TRANFERS)		27.38	.00	27.38	EFT01, 2ND QTR 2020 FEDER
	H10624	08/20/20	BAN03 (BANKCARD CENTER)		12,946.97	.00	12,946.97	BAN03, JULY-20 BOW CC STA
Total for Bank Account 105 ----->					1,346,510.71	.00	1,346,510.71	
Grand Total of all Bank Accounts ----->					1,346,510.71	.00	1,346,510.71	

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
08-20	A&M01 (LEO LAM INC)	162442	08/03/20	09/02/20	A	635.86	A&M01, 162442, MP456 INTERIOR CAR CARDS COVI
08-20	AIM01 (AIM TO PLEASE JANITORIAL SE60-JUL-20)		08/06/20	09/05/20	A	2500.00	AIM01, JULY-20 MONTHLY JANITORIAL SERVICE
08-20	ATT02 (AT&T)	15180778	08/13/20	09/12/20	A	402.16	ATT02, 15180778, PAYER #9391035694, 7/13-8/1
08-20	ATT03 (AT&T)	156116501	07/19/20	08/18/20	A	945.12	ATT03, 1156116501, JULY-20 INTERNET PRI
		255265506u	08/07/20	/ /		932.16	932.16-Ck# 022136 Reversed
		CK#022136	08/07/20	09/06/20	A	932.16	ATT03, JUN-20 INTERNET-CK #022136 REISSUE
			Vendor's Total ----->			945.12	
08-20	AVI01 (AMADOR VALLEY INDUSTRIES)	843816	07/31/20	08/30/20	A	517.66	AVI01, 843816, JULY-20 GARBAGE PICK UP SERVI
08-20	BAN03 (BANKCARD CENTER)	JULY-2020H	07/28/20	08/27/20	A	12946.97	BAN03, JULY-20 BOW CC STATEMENT
08-20	BAY09 (BAY WIDE GLASS, INC.)	IO59017	08/11/20	09/10/20	A	10159.27	BAY09, IO59017, PO #7512 SUNSET SHELTER GLAS
08-20	CAL04 (CALIFORNIA WATER SERVICE)	198072120H	07/21/20	08/20/20	A	933.20	CAL04, 0198655555, BUS WASH 6/17/20-7/17/20
		257073120H	07/31/20	08/30/20	A	51.63	CAL04, 2575555555, TC FIRE 8/1/20-8/31/20
		361080320H	08/03/20	09/02/20	A	27.98	CAL04, 3616555555, TC WATER 7/1/20-7/31/20
		461080320H	08/03/20	09/02/20	A	659.62	CAL04, 4616555555, TC IRRG. 7/1/20-7/31/20
		475073120H	07/31/20	08/30/20	A	68.84	CAL04, 4755555555, MOA FIRE 8/1/20-8/31/20
		575073120H	07/31/20	08/30/20	A	68.84	CAL04, 5755555555, CONTRACTOR FIRE 8/1/20-8/
		909072020H	07/20/20	08/19/20	A	752.55	CAL04, 9098655555, MOA WATER 6/17/20-7/17/20
			Vendor's Total ----->			2562.66	
08-20	CAL13 (CALIFORNIA TRANSIT)	312020JUL	08/01/20	08/31/20	A	712.55	CAL13, 31-2020-JULY, JULY-20 INSURANCE CLAIM
08-20	CAS02 (LISETH CASTRO)	0427-0713H	07/27/20	08/26/20	A	16.79	CAS02, 4/27/20-7/13/20 MILEAGE REIMBURSE
08-20	CIT06 (CITY OF LIVERMORE SEWER)	BW072120	07/21/20	08/20/20	A	43.04	CIT06, 138143-00, BUS WASH 6/16/20-7/21/20
		TC081120	08/11/20	09/10/20	A	34.34	CIT06, 133389-00, TRANSIT CENTER 7/14/20-8/1
		MOA072120	07/21/20	08/20/20	A	159.46	CIT06, 133294-00, MOA SEWER 6/16/20-7/21/20
			Vendor's Total ----->			236.84	
08-20	CIT07 (CITY OF LIVERMORE - WATER)	361072120H	07/21/20	08/20/20	A	43.26	CIT07, 139361-00, ATLANTIS SEWER 6/16-7/21/2
		388080420H	08/04/20	09/03/20	A	168.87	CIT07, 139388-00, BUS WASH 7/7/20-8/4/20
		399072120H	07/21/20	08/20/20	A	26.74	CIT07, 139399-00, ATLANTIS SEWER 6/16-7/21/2
		430072120H	07/21/20	08/20/20	A	185.21	CIT07, 138430-01, ATLANTIS SEWER 6/16-7/21/2
		431080420H	08/04/20	09/03/20	A	41.10	CIT07, 138431-00, ATLANTIS IRRG. 7/7/20-8/4/
		432072120H	07/21/20	08/20/20	A	15.18	CIT07, 138432-00, ATLANTIS FIRE 6/16-7/21/20
			Vendor's Total ----->			480.36	
08-20	COR01 (CORBIN WILLITS SYSTEMS)	C007151	07/15/20	08/14/20	A	264.12	COR01, C007151, JULY-20 SERVICE
		C008151	08/15/20	09/14/20	A	264.12	COR01, C008151, AUG-20 SERVICE
			Vendor's Total ----->			528.24	
08-20	CUR01 (CURIS SYSTEM LLC)	938	07/07/20	08/06/20	A	21342.68	CUR01, 938, PO #7508 FOGGING SYSTEM FOR BUSE
08-20	DAY02 (DAY & NIGHT PEST CONTROL)	155742	07/31/20	08/30/20	A	218.00	DAY02, 155742, 7/30/20 RUTAN SERVICE
08-20	DEL01 (DELL MARKETING LP)	401665478	06/22/20	07/22/20	A	2085.96	DEL01, 10401665478, MP402 XPS 13 9300
		409945924	07/17/20	08/16/20	A	224.17	DEL01, 10409945924, MP445 DELL UNIVERSAL DOC
			Vendor's Total ----->			2310.13	
08-20	DIR01 (DIRECT TV)	678696138	08/11/20	09/10/20	A	14.00	DIR01, 37678696138, AUG-20 SERVICE
08-20	DIR02 (DIRECT DEPOSIT OF PAYROLL C	20200807H	08/07/20	09/06/20	A	44613.38	DIR02, PR DIRECT DEPOSIT 7/25/20-8/7/20
		20200821H	08/28/20	09/27/20	A	55445.11	DIR02, PR DIRECT DEPOSIT 8/8/20-8/21/20
			Vendor's Total ----->			100058.49	
08-20	ECA01 (ECAM SECURE INC)	540762	07/31/20	08/30/20	A	16110.16	ECA01, 540762, PO #7506 FACILITIES SECURITY
08-20	EFT01 (ELECTRONIC FUND TRANFERS)	20200630H	07/31/20	08/30/20	A	27.38	EFT01, 2ND QTR 2020 FEDERAL TAX-BALANCE DUE

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
08-20	EFT01 (ELECTRONIC FUND TRANSFERS)	20200807H	08/07/20	09/06/20	A	8967.30	EFT01, FEDERAL TAX 7/25/20-8/7/20
		20200821H	08/28/20	09/27/20	A	13035.78	EFT01, FEDERAL TAX 8/8/20-8/21/20
		Vendor's Total ----->				22030.46	
08-20	EME01 (BRIGHTVIEW LANDSCAPE SERVIC	6931748	08/01/20	08/31/20	A	1263.00	EME01, 6931748, AUG-20 LANDSCAPING SERVICE
08-20	EMP01 (EMPLOYMENT DEVEL DEPT)	20200807H	08/07/20	09/06/20	A	3262.67	EMP01, STATE TAX 7/25/20-8/7/20
		20200821H	08/28/20	09/27/20	A	4325.04	EMP01, STATE TAX 8/8/20-8/21/20
		QTR2-2020H	07/24/20	08/23/20	A	5651.00	EMP01, 2ND QTR 2020 UNEMPLOYMENT INSURANCE
		Vendor's Total ----->				13238.71	
08-20	FAS02 (FASTENAL)	LIV106440	07/16/20	08/15/20	A	166.19	FAS02, CALIV106440, MP481 BLACK ALTURNA MAT
08-20	FIN01 (FINISHMASTER INC)	86194152	07/07/20	08/06/20	A	2475.72	FIN01, 86194152, MP442 GREY PAINT & 2K SINGL
		86250397	07/17/20	08/16/20	A	1985.94	FIN01, 86250397, MP447 GREY PAINT & 2K SINGL
		86292249	07/24/20	08/23/20	A	1931.65	FIN01, 86292249, MP458 SILVER PAINT & 2K SIN
		86391183	08/03/20	09/02/20	A	3065.12	FIN01, 86391183, MP470 SILVER PAINT & 2K SIN
		86444701	08/12/20	09/11/20	A	3350.86	FIN01, 86444701, MP482 SILVER PAINT & 2K SIN
		86488182	08/19/20	09/18/20	A	1532.56	FIN01, 86488182, MP489 SILVER PAINT & 2K SIN
		Vendor's Total ----->				14341.85	
08-20	JTH01 (J. THAYER COMPANY)	1466553-0	07/23/20	08/22/20	A	277.64	JTH01, 1466553-0, 7/23/20 PRINTING PAPER
08-20	LIV10 (LIVERMORE SANITATION INC)	1290385	07/31/20	08/30/20	A	2490.76	LIV10, 1290385, JULY-20 GARBAGE SERVICE
08-20	MCC01 (TONY McCAULAY)	0602-0806H	08/06/20	09/05/20	A	1139.67	MCC01, 6/2/20-8/6/20 EXPENSE REIMBURSE
08-20	MER01 (MERCHANT SERVICES)	TC073120H	08/01/20	08/31/20	A	44.95	MER01, JULY-20 TRANSIT CENTER CC STATEMENT
		MOA073120H	08/01/20	08/31/20	A	24.95	MER01, JULY-20 MOA CC STATEMENT
		Vendor's Total ----->				69.90	
08-20	MET01 (METROPOLITAN TRANSPORT-)	AR022490	04/01/20	05/01/20	A	19678.53	MET01, AR022490, FEB-20 CLIPPER FEES
		AR023456	06/30/20	07/30/20	A	268.53	MET01, AR023456, APR-20 CLIPPER FEES
		AR023667	06/30/20	07/30/20	A	1724.12	MET01, AR023667, MAY-20 CLIPPER FEES
		AR023779	06/30/20	07/30/20	A	149.55	MET01, AR023779, JUNE-20 CLIPPER FEES
		Vendor's Total ----->				21820.73	
08-20	MTM01 (MEDICAL TRANSPORTATION MANA JUN-2020H	07/02/20	08/01/20	A	58180.14	MTM01, JUN-20 MONTHLY SERVICE	
08-20	MVT01 (MV TRANSPORTATION, INC.)	109291H	08/03/20	09/02/20	A	320000.00	MVT01, 109291, AUG-20 1ST INSTALL PAYMENT
		109292H	08/03/20	09/02/20	A	320000.00	MVT01, 109292, AUG-20 2ND INSTALL PAYMENT
		JUN-2020H	07/10/20	08/09/20	A	110480.52	MVT01, JUN-20 FIXED ROUTE MONTHLY SERVICE
		Vendor's Total ----->				750480.52	
08-20	NEL01 (NELSON\NYGAARD CONSULTING A	78052H	07/29/20	08/28/20	A	1845.34	NEL01, 78052, JUN-20 LAVTA SRTP/LRTP
08-20	PAC01 (AT&T)	ATT 07/20H	07/13/20	08/12/20	A	183.09	PAC01, ACCT #925-245-0576, 7/13/20-8/12/20
		ATT070720H	07/07/20	08/06/20	A	33.03	PAC01,ACCT #232-351-6260,CONTRACTOR FIRE 7/7
		ATT071120H	07/11/20	08/10/20	A	351.43	PAC01,ACCT #436-951-0106,ATLANTIS T1 7/11-8/
		ATT071320H	07/13/20	08/12/20	A	295.77	PAC01,ACCT #925-243-9029,ATLANTIS ALARM 7/13
		Vendor's Total ----->				863.32	
08-20	PAC02 (PACIFIC GAS AND ELECTRIC)	580080520H	08/05/20	09/04/20	A	7867.41	PAC02, 5809326332-3, MOA ELECTRIC 7/1/20-7/2
		606080320H	08/03/20	09/02/20	A	1301.27	PAC02, 6062256368-6, ATLANTIS 6/29/20-7/27/2
		726072720H	07/27/20	08/26/20	A	1158.61	PAC02, 7264840356-5, BUS STOPS 6/22/20-7/20/
		764071720H	07/17/20	08/16/20	A	162.92	PAC02, 7649646868-7, DOOLAN TWR 6/12/20-7/12
		900071420H	07/14/20	08/13/20	A	266.90	PAC02, 9007202117-4, MOA GAS 6/13/20-7/13/20
		Vendor's Total ----->				10757.11	
08-20	PAC11 (PACIFIC ENVIROMENTAL SERV)	1904	08/05/20	09/04/20	A	120.00	PAC11, 1904, JULY-20 RUTAN MONTHLY SERVICE
		1905	08/05/20	09/04/20	A	120.00	PAC11, 1905, JULY-20 ATLANTIS MONTHLY SERVIC
		Vendor's Total ----->				240.00	
08-20	PAC16 (PACIFIC COAST TRANE)	C23698	07/20/20	08/19/20	A	800.00	PAC16, C23698, PO #7343 SEMI-ANNUAL INSPECTI
		J18606	07/20/20	08/19/20	A	7632.00	PAC16, J18606, MP212 BACnet UPGRADE FURNACE
		Vendor's Total ----->				8432.00	

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
08-20	PER01 (PERS)	20200807CH	08/07/20	09/06/20	A	3900.38	PER01, PERS CLASSIC CONTRIBUTION 7/25/20-8/7/20
		20200807NH	08/07/20	09/06/20	A	5759.85	PER01, PERS NEW CONTRIBUTION 7/25/20-8/7/20
		20200821CH	08/28/20	09/27/20	A	3900.38	PER01, PERS CLASSIC CONTRIBUTION 8/8/20-8/21/20
		20200821NH	08/28/20	09/27/20	A	4836.54	PER01, PERS NEW CONTRIBUTION 8/8/20-8/21/20
		Vendor's Total ----->				18397.15	
08-20	PER03 (CAL PUB EMP RETIRE SYSTM)	SEPT-2020H	08/14/20	09/13/20	A	37124.85	PER03, SEPT-20 HEALTH INSURANCE
08-20	PER04 (CALPERS RETIREMENT SYSTEM)	20200807H	08/07/20	09/06/20	A	2131.55	PER04, PERS 457 CONTRIBUTION 7/25/20-8/7/20
		20200821H	08/28/20	09/27/20	A	2112.61	PER04, PERS 457 CONTRIBUTIONS 8/8/20-8/21/20
		Vendor's Total ----->				4244.16	
08-20	PLA02 (PLANETERIA MEDIA LLC)	17702	08/15/20	09/14/20	A	325.00	PLA02, 17702, WEB HOSTING AUG-20
08-20	SCF01 (SC FUELS)	4356341	07/16/20	08/15/20	A	13004.29	SCF01, 4356341, 7/16/20 FUEL DELIVERY
		4365738	07/28/20	08/27/20	A	13623.94	SCF01, 4365738, 7/28/20 FUEL DELIVERY
		4383013	08/13/20	09/12/20	A	14362.96	SCF01, 4383013, 8/13/20 FUEL DELIVERY
		Vendor's Total ----->				40991.19	
08-20	SHA02 (SHAMROCK OFFICE SOLUTIONS)	482713	07/27/20	08/26/20	A	21.11	SHA02, 482713, FRONT DESK PRINTER 6/30/20-7/
08-20	SIN01 (SINGLEPOINT COMMUNICATIONS)	8117	08/01/20	08/31/20	A	6840.00	SIN01, 8117, MP473 FLEET WIFI ANNUAL CARE
08-20	SOL01 (SOLUTIONS FOR TRANSIT)	20-0805LA	08/05/20	09/04/20	A	2083.33	SOL01, 20-0805LAVTA, JULY-20 CLIPPER ANALYSI
08-20	STA01 (STATE COMPENSATION FUND)	AUG-2020H	07/22/20	08/21/20	A	1395.33	STA01, AUG-20 WORKER'S COMP PREMIUM
08-20	STA13 (STAPLES CREDIT PLAN)	AUG-2020H	08/09/20	09/08/20	A	1075.04	STA13, AUG-20 CC STATEMENT
08-20	STO04 (STORMWINDSTUDIOOS LLC)	30824	07/27/20	08/26/20	A	1490.00	STO04, 30824, MP450 ONLINE TRAINNING ACCESS
08-20	TAX07 (ASMA SYEDA)	0812-0908H	08/21/20	09/20/20	A	34.20	TAX07, PARATAXI REIMBURSE 8/12/20-9/8/20
08-20	TEL01 (TPx COMMUNICATIONS)	132676036	07/31/20	08/30/20	A	2699.92	TEL01, 132676036-0, 8/1/20-8/31/20 SERVICE
08-20	TIC01 (BEATRICE R. ROBINSON)	8-4-20DAR	08/07/20	09/06/20	A	70.00	TIC01, 8/4/20 DIAL-A-RIDE REFUND-20 @ \$3.50
08-20	TOL06 (TOLAR MFR CO INC)	13617	08/07/20	09/06/20	A	7997.10	TOL06, 13617, MP226 6' WIRE GRID BENCH
08-20	TRA12 (TRAPEZE SOFTWARE GROUP)	TPMAG8665	07/28/20	08/27/20	A	133884.47	TRA12, TPMAG08665, PO #7507 TRANSITMASTER FY
08-20	TX212 (LINDA WAHLE)	0702-0730	08/21/20	09/20/20	A	182.73	TX212, PARATAXI REIMBURSE 7/2/20-7/30/20
08-20	TX228 (DEBORAH BUTLER)	0504-0713H	08/07/20	09/06/20	A	176.80	TX228, PARATAXI REIMBURSE 5/4/20-7/13/20
08-20	TX242 (BONNIE WOLF)	0618-0727H	08/07/20	09/06/20	A	180.00	TX242, PARATAXI REIMBURSE 6/18/20-7/27/20
08-20	UST01 (UST COMPLIANCE TESTING IN)	4514	08/08/20	09/07/20	A	3200.00	UST01, 4514, MP478 ANNUAL & TRIENNIAL TESTIN
08-20	VER01 (VERIZON WIRELESS)	859281956H	07/22/20	08/21/20	A	2321.91	VER01, 9859281956, 6/23/20-7/22/20 CELL, WIF
08-20	VSP01 (VSP)	AUG-2020H	07/19/20	08/18/20	A	607.40	VSP01, AUG-20 VISION INSURANCE
		SEPT-2020H	08/19/20	09/18/20	A	587.98	VSP01, SEPT-20 VISION INSURANCE
		Vendor's Total ----->				1195.38	
08-20	ZIL01 (ZILLA CORPORATION)	30199	08/12/20	09/11/20	A	245.76	ZIL01, 30199, PO #7501 ADDITIONAL SLIDE HAMM
		Total of Purchases ->				1346510.71	

AGENDA

ITEM 6



STAFF REPORT

SUBJECT: Adoption of Updated Conflict of Interest Code

FROM: Tamara Edwards Director of Finance

DATE: September 22, 2020

Action Required

Staff requests that the Finance and Administration Committee review the attached Conflict of Interest Code, including revised Appendix of Designated Officials and Employees, which has been updated to reflect LAVTA's current staffing and organization and forward it to the Board of Directors for approval.

Background

California Government Code Section 87306.5 requires every local agency to review its Conflict of Interest Code in each even-numbered year and to amend the Code if necessitated by changed circumstances. Staff and counsel have reviewed LAVTA's current Code and have determined that it should be updated to add the Director of Operations and Innovation position to the list of positions designated for required filing of annual economic interest disclosures and remove the Manager of Customer Service and Contract Oversight position from the list.

Consultants other than those serving in positions identified in the Code may also be required to file economic disclosures. LAVTA's Executive Director (Interim or permanent) will set forth disclosure requirements for consultants on a form provided by the Fair Political Practices Commission (Form 805), retained by the District. In addition, any new designated staff positions will be recorded, and disclosure categories set forth, on FPPC Form 804 until the Code is amended to include such positions.

After the Board adopts the amended Code, it will be sent to the Alameda County Board of Supervisors for approval.

Recommendation

Staff recommends that the Finance and Administration Committee forward to the Board of Directors, the attached Conflict of Interest Code, including updated Appendix of Designated Officials for approval.

Attachments:

1. Resolution 30-2020 of the Board of Directors of the Livermore Amador Valley Transit Authority Approving Revised Conflict of Interest Code

2. Revised Conflict of Interest Code

RESOLUTION NO. 30-2020

A RESOLUTION OF THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY APPROVING AN AMENDED CONFLICT OF INTEREST CODE

WHEREAS, the Livermore Amador Valley Transit Authority (LAVTA) is required by the Political Reform Act of 1974 to maintain a Conflict of Interest Code (Code); and

WHEREAS, California Government Code Section 87306.5 requires that the Authority review its Code every even-numbered year and revise if necessary; and

WHEREAS, Legal Counsel and staff have reviewed the current Code and have determined that the Code should be updated to add the Director of Operations and Innovation to the list of designated positions that must disclose their economic interests on an annual basis, and remove the Manager of Customer Service and Contract Oversight; and

WHEREAS, Legal Counsel and staff recommend adopting the attached amended Code.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Livermore Amador Valley Transit Authority hereby approves and adopts the revised Conflict of Interest Code in the form attached hereto and presented to the Board of Directors; and

BE IT FURTHER RESOLVED that the Executive Director is directed to transmit a copy of the amended Conflict of Interest Code to the Board of Supervisors of the County of Alameda for its review and approval.

PASSED AND ADOPTED by the governing body of the Livermore Amador Valley Transit Authority (LAVTA) this 5th day of October 2020.

BY _____
Bob Woerner, Chair

ATTEST _____
Michael N. Conneran, Legal Counsel

CONFLICT OF INTEREST CODE
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

Adopted on the 25th of February, 1986
by Resolution 2-86

Amended on the 1st of November, 2004
by Resolution 22-2004

Amended on the 4th of August, 2008
by Resolution 21-2008

Amended on the 13th of September, 2010
by Resolution 25-2010

Amended on the 10th of September, 2012
by Resolution 25-2012

Amended on the 6th of October, 2014
by Resolution 27-2014

Amended on the 5th of November, 2018
by Resolution 29-2018

Amended on the 5th of October, 2020
By Resolution 30-2020

**CONFLICT-OF-INTEREST CODE
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY (LAVTA)**

The Political Reform Act, (Government Code Sections 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730) that contains the terms of a standard conflict-of-interest code, which can be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act.

Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices, designating positions and establishing disclosure categories, shall constitute the conflict-of-interest code of the Livermore Amador Valley Transit Authority (LAVTA).

Individuals holding designated positions shall file their statements of economic interests with LAVTA, which will make the statements available for public inspection and reproduction. (Gov. Code Sec. 81008.) LAVTA will retain a copy of each statement and forward the originals to the Alameda County Board of Supervisors, which shall be the filing officer.

APPENDIX A: DESIGNATED POSITIONS

Designated Positions	Disclosure Categories
Attorney	1, 2
Director of Planning and Marketing	1, 2
Director of Operations and Innovation	1, 2
Consultants/New Positions*	

*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation: The Executive Director may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant’s or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

The following positions are NOT covered by the conflict-of-interest code because they must file a statement of economic interests pursuant to Government Code Section 87200 and, therefore, are listed for information purposes only:

- Board of Directors
- Executive Director
- Director of Finance

An individual holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe their position has been categorized incorrectly. The Fair Political Practices Commission makes the determination whether a position is covered by Section 87200.

APPENDIX B: DISCLOSURE CATEGORIES

Category 1.

All investments, business positions, and sources of income (including loans, gifts, and travel payments) from sources that provide services, supplies, materials, machinery, or equipment of the type utilized by LAVTA.

Category 2.

All interests in real property located in whole or in part within the LAVTA service area or within two miles of the LAVTA service area.

AGENDA

ITEM 7



LAVTA COMMITTEE ITEMS - October 2020 - February 2021

Finance & Administration Committee

October

	Action	Info
Minutes	X	
Treasurers Report	X	
CAFR	X	
Award of Paratransit O&M Contract	X	

November

	Action	Info
Minutes	X	
Treasurers Report	X	

December

	Action	Info
Minutes	X	
Treasurers Report	X	
Draft 2021 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	