

MINUTES OF THE FEBRUARY 23, 2021 ZOOM TELECONFERENCE
LAVTA FINANCE AND ADMINISTRATION COMMITTEE MEETING

1. Call to Order

Committee Chair Melissa Hernandez called the meeting to order at 4:00pm.

2. Roll Call of Members

Members Present

Kathy Narum, City of Pleasanton

Melissa Hernandez, City of Dublin

Brittini Kiick, City of Livermore

3. Meeting Open to Public

No comments.

4. Minutes of the January 25, 2021 Meeting of the F&A Committee

Approved: Narum/Hernandez

Aye: Hernandez, Narum, Kiick

No: None

Abstain: None

Absent: None

5. Treasurer's Report for January 2021

The Finance and Administration Committee recommended forwarding the January 2021 Treasurer's Report to the Board for approval.

Approved: Narum/Kiick

Aye: Hernandez, Narum, Kiick

No: None

Abstain: None

Absent: None

6. Approval of the Capital Improvement Program for Fiscal Years 21 through 25

Staff provide a report to the Finance and Administration Committee on the capital Improvement Program (CIP) for Fiscal Years 21 through 25. Staff informed that LAVTA's Short Range Transit Plan (SRTP) is behind schedule, since public bus surveys are unable to be completed at this time. Staff explained that the SRTP was completed in 2016 when ridership was dropping and LAVTA didn't think larger buses were needed, but since the Comprehensive Operations Analysis (COA) LAVTA required larger buses to accommodate ridership needs. LAVTA needs a new CIP for submission to Metropolitan Transportation Commission (MTC) to purchase buses in FY 21 and FY 23 and buy 40-foot buses. Staff acknowledge that this is a five year CIP, due to an urgent update and the next CIP will be a full 10 year plan hopefully provided at the end of the year.

The item was discussed by the Committee Members and staff. Committee Member Kathy Narum inquired about LAVTAs procurement process. Staff provided details about LAVTAs procurement process while explaining the possibility of piggybacking on another agencies procurement and how that works. Vice Chair Brittini Kiick requested LAVTA to purchase electric non-revenue vehicles. Staff explained that LAVTA is out of electrical capacity at our current facility, but can look at purchasing electric non-revenue vehicles in the future.

The Finance and Administration Committee approved and forwarded a recommendation to the LAVTA Board of Directors to approve the Capital Improvement Program for Fiscal Years 2021-2025 and adopt Resolution 07-2021.

Approved: Kiick/Narum
Aye: Hernandez, Narum, Kiick
No: None
Abstain: None
Absent: None

7. Resolutions Authorizing the Filing of Applications for Federal Funds for Fiscal Year 2021 with the Metropolitan Transportation Commission

Staff provided a report to the Finance and Administration Committee explaining that LAVTA needs a Resolution passed to apply for federal funds for Fiscal Year 2021 with MTC for our ADA Paratransit Operating Subsidies, replacement vehicles, AVL replacement, and farebox replacement.

The Finance and Administration Committee recommended forwarding Resolution 08-2021 to the Board of Directors to authorize the filing of an application for FTA formula program and Surface Transportation Programs funding for replacement vehicles, ADA operating assistance, radios, fareboxes and Automatic Vehicle Locators (AVL) by the Livermore Amador Valley Transit Authority for capital and operating funds for Fiscal Year 2021 and committing the necessary local match for the projects and stating the assurance of the Livermore Amador Valley Transit Authority to complete the projects.

Approved: Kiick/Narum
Aye: Hernandez, Narum, Kiick
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: March 23, 2021

11. Adjourn

Meeting adjourned at 4:28pm