

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

**BOARD OF DIRECTORS MEETING**

**BOARD MEMBERS**

**KARLA BROWN – CHAIR**  
**GINA BONANNO**  
**KATHY NARUM**  
**BRITTNI KIICK**

**DAVID HAUBERT – VICE CHAIR**  
**JEAN JOSEY**  
**MELISSA HERNANDEZ**

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

*Documents received after publication of the Agenda and considered by the Board of Directors 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**

**NOVEMBER 1, 2021 – 4:00 PM**

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

This meeting will proceed via teleconference in accordance with Government Code Section 54953(e)(2), in order 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 Board of Directors (BOD) 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.

Public comments will also be accepted via email until 1:00 p.m. on Monday, November 1, 2021 at [frontdesk@lavta.org](mailto:frontdesk@lavta.org). Please include “Public Comment – 11/1/2021” 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 Board of Directors 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](http://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 Board 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/86715841855>

Passcode: BOD1362Mtg

- To supplement a PC, Mac, tablet or device without audio, please also join by phone:  
Dial: 1 (669) 900-6833  
Webinar ID: 867 1584 1855  
Passcode: 761222

*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: 867 1584 1855

Passcode: 761222

*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 dial \*6 to unmute 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](mailto:frontdesk@lavta.org)

If you are submitting public comment via email, please do so by 1:00 p.m. on Monday, November 1, 2021 to [frontdesk@lavta.org](mailto:frontdesk@lavta.org). Please include “Public Comment – 11/1/2021” 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**

**2. Roll Call of Members**

**3. Meeting Open to Public**

- Members of the audience may address the Board of Directors on any matter within the general subject matter jurisdiction of the LAVTA Board of Directors.
- Unless members of the audience submit speaker forms before the start of the meeting requesting to address the board on specific items on the agenda, all comments must be made during this item of business. Speaker cards are available at the entrance to the meeting room and should be submitted to the Board secretary.
- Public comments should not exceed three (3) minutes.
- Items are placed on the Agenda by the Chairman of the Board of Directors, the Executive Director, or by any three members of the Board of Directors. Agendas are published 72 hours prior to the meeting.
- No action may be taken on matters raised that are not on the Agenda.
- For the sake of brevity, all questions from the public, Board and Staff will be directed through the Chair.

**4. Consent Agenda**

**Recommend approval of all items on Consent Agenda as follows:**

- A. **Minutes of the October 4, 2021 Board of Directors meeting.**
- B. **Treasurer’s Report for September 2021**

**Recommendation:** The Finance and Administration Committee recommends approval of the September 2021 Treasurer’s Report.

- C. **Engineering Support Services Extension for Shared Autonomous Vehicle Project**

**Recommendation:** The Project & Services Committee recommends that the Board of Directors approve Resolution 33-2021, authorizing the Executive Director to execute a Task Order 2 between LAVTA and Gray-Bowen-Scott (GBS) for engineering support services for the SAV Project, for a not-to-exceed amount of \$120,000.

- D. **Designation of Entrance to Livermore Transit Center as “Angie’s Way”**

**Recommendation:** The Projects & Services Committee recommends that the Board of Directors designate the southeastern entrance to the Livermore Transit Center as “Angie’s Way”.

- E. **Adoption of a Resolution Declaring that Agency Meetings Will Continue to Be Held Via Teleconference**

**Recommendation:** Staff recommends that the Board of Directors adopt Resolution 35-2021 declaring that LAVTA meetings will continue to be held via teleconference.

**5. Fiscal Year 2021 Annual Comprehensive Financial Report (ACFR)**

**Recommendation:** The Finance and Administration Committee recommends the Board of Directors accept the Annual Comprehensive Financial Report (ACFR), and direct staff to submit the ACFR to the Government Finance Officers Association (GFOA) for award.

**6. Set Board of Director Meeting Dates for 2022**

**Recommendation:** Staff recommends the Board of Directors adopt the above meeting calendar for 2022.

**7. Executive Director's Report**

**8. Adjourn to CLOSED SESSION**

**9. Closed Session pursuant to Government Code Section 54957(b):  
PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Title: Executive Director**

**10. Closed Session pursuant to Government Code Section 54957.6  
CONFERENCE WITH LABOR NEGOTIATOR  
Agency Representative: Michael Conneran, Legal Counsel  
Unrepresented Employee: Executive Director**

**11. Reconvene to OPEN SESSION**

**12. Consideration of Amendment to Employment Agreement with Executive Director Michael Tree**

**Recommendation:** Legal Counsel recommends that the Board consider an amendment to the employment agreement with Executive Director Michael Tree

**13. Matters Initiated by the Board of Directors**

- Items may be placed on the agenda at the request of three members of the Board.

**14. Next Meeting Date is Scheduled for: December 6, 2021**

**15. Adjournment**

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.

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

*/s/ Jennifer Suda*

*LAVTA, Executive Assistant*

*10/29/2021*

*Date*

*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](mailto:frontdesk@lavta.org)*