

**MINUTES OF THE NOVEMBER 1, 2021 ZOOM TELECONFERENCE**  
**LAVTA BOARD OF DIRECTORS MEETING**

**1. Call to Order**

Meeting was called to order by Board Chair Karla Brown at 4:02pm.

Board Chair Karla Brown informed the public that LAVTA’s meeting is being conducted according to the COVID-19 rules that are detailed at the beginning of the agenda explaining why this is a Zoom teleconference.

**2. Roll Call of Members**

**Members Present**

Jean Josey – City of Dublin  
Melissa Hernandez – City of Dublin  
Karla Brown – City of Pleasanton  
Kathy Narum – City of Pleasanton  
Gina Bonanno – City of Livermore  
Brittini Kiick – City of Livermore  
David Haubert – County of Alameda

**3. Meeting Open to Public**

No comments.

**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**

The Board of Directors approved the September 2021 Treasurer’s Report.

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

The Board of Directors approved 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”**

The Board of Directors approved 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**

The Board of Directors adopted Resolution 35-2021 declaring that LAVTA meetings will continue to be held via teleconference.

Approved: Haubert/Josey

Aye: Bonanno, Brown, Josey, Hernandez, Haubert, Kiick, Narum

No: None

Abstain: None

Absent: None

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

Staff reported that LAVTA will return some Local Transit Funds (LTF) to MTC for our reserves to be used for next year's budget and they are located on Note 4 of the ACFR. David Alvey of Maze and Associates highlighted select pages of the FY2021 Draft ACFR noting that there were no findings. David Alvey explained that a single audit is in the report this year, because LAVTA received more than \$750,000 expenditures of federal funds.

The item was discussed by the Board of Directors, staff, and the presenter. Staff requested the Board of Directors to provide direction on adding Gina Bonanno to the Principal Officials page. Board Chair Karla Brown requested staff to remove Chair Bob Woerner on the Principal Officials page and add Gina Bonanno as a member.

The Board of Directors accepted the Annual Comprehensive Financial Report (ACFR), and direct staff to submit the ACFR to the Government Finance Officers Association (GFOA) for award.

Approved: Narum/Josey

Aye: Bonanno, Brown, Josey, Hernandez, Haubert, Kiick, Narum

No: None

Abstain: None

Absent: None

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

The Board of Directors adopted the meeting calendar for 2022.

Approved: Josey/Bonanno

Aye: Bonanno, Brown, Josey, Hernandez, Haubert, Kiick, Narum

No: None

Abstain: None

Absent: None

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

Executive Director Michael Tree reported that ridership increased, due to being fare free and has remained into October. LAVTA is still working on the driver shortage, so that our agency can get back to a pre-COVID route levels.

Executive Director Michael Tree informed that Zero-Emissions Bus (ZEB) study will go to the

Projects and Services Committee in December. Also highlighted was the Atlantis Transit Facility and the SAV Project.

The item was discussed by the Board of Directors and staff. Board Member Gina Bonanno requested more updates on Valley Link key milestones in future Executive Director Reports.

**8. Adjourn to CLOSED SESSION**

Meeting adjourned to closed session at 4:24pm

**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**

Meeting reconvened at 5:19pm.

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

Legal Counsel Michael Conneran reported that the Board of Directors is prepared to offer Executive Director Michael Tree a 2.5% increase in the deferred compensation 457 plan to a total of 10% and an increase of 3.7% in salary bringing his monthly salary to \$18,675.33 (annually \$224,104.00).

The item was discussed by the Board of Directors, Legal Counsel, and staff. Director of Finance Tamara Edwards informed Legal Counsel that Executive Director Michael Tree is currently receiving 11.5% in his deferred compensation, so the 2.5% increase would actually be 13.5%. Legal Counsel stated that if deferred compensation is increased to 13.5% Executive Director Michael Tree may hit his cap.

The Board of Directors declared Executive Director Michael Tree's compensation is uncertain at this time with the intent to have the salary adjustment retroactive to December 1, 2021 and this will be brought back to the December Board of Directors meeting.

Approved: Narum/Josey

Aye: Bonanno, Brown, Josey, Hernandez, Haubert, Kiick, Narum

No: None

Abstain: None

Absent: None

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

Board Member Brittni Kiick requested an email or memo from LAVTA with details on the

current BART ridership and parking capacity at the Dublin BART garage to pass onto concerned community members. Board Member Melissa Hernandez also requested an update from Michael Tree regarding statistics that MTC has on traffic in the garage.

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

**15. Adjournment**

Meeting adjourned at 5:27pm.