

MINUTES OF THE MAY 24, 2022 ZOOM TELECONFERENCE
LAVTA FINANCE AND ADMINISTRATION COMMITTEE MEETING

1. Call to Order

Committee Vice Chair Kathy Narum called the meeting to order at 4:00pm.

2. Roll Call of Members

Members Present

Melissa Hernandez, City of Dublin

Kathy Narum, City of Pleasanton

Members Absent

Brittini Kiick, City of Livermore

3. Meeting Open to Public

No comments.

4. Minutes of the April 26, 2022 Meeting of the F&A Committee

Approved: Hernandez/Narum

Aye: Hernandez, Narum

No: None

Abstain: None

Absent: Kiick

5. Treasurer's Report for April 2022

The Projects and Services Committee recommended forwarding the April 2022 Treasurer's Report to the Board for approval.

Approved: Hernandez/Narum

Aye: Hernandez, Narum

No: None

Abstain: None

Absent: Kiick

6. One Year Extension to Legal Services Agreement with Hanson Bridgett LLP

The Finance and Administration Committee forwarded a recommendation to the Board of Directors to exercise an option year and extend the legal services agreement from July 1, 2022 through June 30, 2023.

Approved: Hernandez/Narum

Aye: Hernandez, Narum

No: None

Abstain: None

Absent: Kiick

7. LAVTA Annual Salary Band Review

Staff reported that in the salary review LAVTA received a recommendation that the Senior Capital Projects Specialist should move up a salary band. The salary bands will be increased to 5% CPI and raises are based on merit.

The Projects and Services Committee discussed this agenda item with staff.

The Finance and Administration Committee recommended forwarding the attached Resolution 25-2022 adjusting the salary bands for LAVTA positions to the Board of Directors for approval.

Approved: Hernandez/Narum

Aye: Hernandez, Narum

No: None

Abstain: None

Absent: Kiick

8. Exercise the Second Option Year of the Contract with MV Transportation

The Finance and Administration Committee forwarded a recommendation to the Board of Directors to approve Modification 3 to contract with MV, authorizing the Interim Executive Director to exercise the second option year and extend the fixed route operations and maintenance services contract from July 1, 2022 through June 30, 2023.

Approved: Hernandez/Narum

Aye: Hernandez, Narum

No: None

Abstain: None

Absent: Kiick

9. LAVTA Rutan Landscaping Construction Project

Staff reported that the bidding documents called out six items to be priced out later during the Rutan Landscaping Construction Project. LAVTA was informed by the landscapers that additional shrubs should be removed, due to the inner part of the plants dying and a rodent infestation. LAVTA will now place larger upright shrubs in this area to replace what was removed. Staff noted a small section on the side of our property that will require plants, but the architect did not place it on the plans and thought it was not LAVTAs property. Staff also informed that LAVTAs backflow requires replacement. LAVTA is requesting an additional \$95,048.00 with a very small 5% contingency on the new items.

The Projects and Services Committee discussed this agenda item with staff.

The Finance and Administration Committee recommended forwarding to the Board of Directors approve Resolution 26-2022, authorizing the Interim Executive Director to execute a change order.

Approved: Hernandez/Narum

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

10. Preview of Upcoming F&A Committee Agenda Items

11. Matters Initiated by Committee Members

None.

12. Next Meeting Date is Scheduled for: June 28, 2022

13. Adjourn

Meeting adjourned at 4:30pm