

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

**FINANCE and ADMINISTRATION COMMITTEE MEETING / COMMITTEE OF THE WHOLE**

**COMMITTEE MEMBERS**

**JULIE TESTA – CHAIR**  
**MELISSA HERNANDEZ**

**BRITTNI KIICK – VICE CHAIR**

**DATE:** Tuesday, March 26, 2024

**PLACE:** LAVTA Offices, Diana Lauterbach Room  
1362 Rutan Court, Suite 100, Livermore, CA

**TIME:** 4:00p.m.

**TELECONFERENCE LOCATIONS**

City of Pleasanton  
City Manager’s Conference Room  
123 Main Street  
Pleasanton, CA 94566

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*Agenda Questions: Please call the Front Desk at (925) 455-7555 or send an email to [frontdesk@lavta.org](mailto:frontdesk@lavta.org)*

*Documents received after publication of the Agenda and considered by the Finance and Administration 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.*

**MEETING PROCEDURE**

This Finance and Administration Committee meeting will be conducted in person and on the web-video communication platform, Zoom. In order to view and/or participate in this meeting remotely, members of the public will need to download Zoom from its website, [www.zoom.us](http://www.zoom.us).

We encourage members of the public to access the meeting online using the web-video communication application, Zoom. Zoom participants will have the opportunity to speak during Public Comment. It is recommended that anyone wishing to participate in the meeting remotely complete the download process before the start of the meeting.

Public comments will also be accepted via email until 1:00 p.m. on Monday, March 25, 2024 at [frontdesk@lavta.org](mailto:frontdesk@lavta.org). Please include “Public Comment – 3/26/2024” 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.

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 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, March 25, 2024 to [frontdesk@lavta.org](mailto:frontdesk@lavta.org). Please include “Public Comment – 3/26/2024” 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 February 27, 2024 Meeting of the F&A Committee**

**Recommendation:** Approval

**5. Treasurer’s Report for February 2024**

**Recommendation:** Staff recommends that the Finance and Administration Committee forward the February 2024 Treasurer’s Report to the Board for approval.

**6. Approval of Resolutions Authorizing Staff to Apply for TDA, STA, RM2 and RM3 funds for Fiscal Year 2024-2025**

**Recommendation:** Staff recommends that the Finance and Administration Committee recommend that the Board of Directors approve the attached resolutions authorizing the filing of a claim with MTC for Allocation of TDA Article 4.0, 4.5, STA, RM2, and RM3 Funds for Fiscal Year 2024-2025.

**7. Resolution in Support of Allocation Request for FY 23-24 Funding through the State Low Carbon Transit Operations Program (LCTOP)**

**Recommendation:** Staff recommends the Finance & Administration Committee refer Resolution 09-2024 to the Board of Directors in support of an allocation request to Caltrans for the FY 23-24 Low Carbon Transit Operations Program (LCTOP) to construct necessary facility improvements at LAVTA’s Atlantis Operations & Maintenance Facility to replace existing aging, insufficient facilities and accommodate the agency’s transition to and future expansion of a 100% Fuel Cell Electric Bus (FCEB) fleet.

**8. Resolution in Support of Allocation Request for Regional Measure 2 Funding for the Transit Signal Priority Upgrade and Expansion Project**

**Recommendation:** Staff recommends Finance & Administration Committee refer Resolution 10-2024 to the Board of Directors for approval in support of an allocation request to the Metropolitan Transportation Commission for \$388,000 in RM2 funding for the design phase of the Transit Signal Priority Upgrade & Expansion Project.

**9. Legislative Update**

**Recommendation:** None- this is an informational update.

**10. Preview of Upcoming F&A Committee Agenda Items**

**11. Matters Initiated by Committee Members**

**12. Next Meeting Date is Scheduled for: April 23, 2024**

**13. 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>3/22/2024</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](mailto:frontdesk@lavta.org)*