

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

BOARD OF DIRECTORS MEETING

DATE: May 6, 2024

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

TIME: 4:00pm

TELECONFERENCE LOCATIONS

Scott Haggerty Heritage House
4501 Pleasanton Avenue
Pleasanton CA. 94566

BOARD MEMBERS

MELISSA HERNANDEZ – CHAIR
KARLA BROWN
DAVID HAUBERT
JULIE TESTA

EVAN BRANNING – VICE CHAIR
JEAN JOSEY
BRITTNI KIICK

Agenda Questions: Please call the Front Desk at (925) 455-7555 or send an email to 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.

MEETING PROCEDURE

This Board of Directors 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.

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, May 6, 2024 at frontdesk@lavta.org. Please include “Public Comment BOD – 5/6/2024” 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 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
If you are submitting public comment via email, please do so by 1:00 p.m. on Monday, May 6, 2024 to frontdesk@lavta.org. Please include “Public Comment BOD – 5/6/2024” 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 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 April 1, 2024 Board of Directors meeting.

B. Treasurer’s Report for March 2024

Recommendation: The Finance and Administration Committee recommends that the Board of Directors approve the March 2024 Treasurer’s Report.

C. Approval of Resolutions Authorizing Staff to Apply for RM3 funds for Fiscal Year 2023-2024

Recommendation: The Finance and Administration Committee recommends that the Board of Directors approve Resolution 12-2024, authorizing the filing of an amended claim with MTC for Allocation of RM3 Funds for Fiscal Year 2023-2024.

D. Adoption of a Resolution Approving a New Workplace Violence Prevention Plan Under Senate Bill 553

Recommendation: The Finance and Administration Committee recommends that the Board of Directors approve Resolution 13-2024, adopting the LAVTA Workplace Violence Prevention Plan.

E. Contract Award for RFP #2024-02 for On-Call Creative, Design, and Media Strategy Services

Recommendation: The Finance and Administration Committee recommend the Board of Directors approve Resolution 14-2024, authorizing the Executive Director to execute a

two-year contract with a one-year option term exercisable at LAVTA's sole discretion with the joint venture between Circa Now, LLC and Ben-Her Marketing, LLC for On-Call Creative, Design, and Media Strategy Services for a maximum compensation amount of \$878,000.

F. Gannet Flemming Task Order 3: Construction Management Services for Rutan Maintenance Bay Hydrogen Retrofit Project

Recommendation: The Projects and Services Committee recommend the Board approve Task Order 3 with Gannett Fleming for Construction Management services for the Rutan Maintenance Bay Hydrogen Retrofit project, for a not-to-exceed amount of \$242,358 which includes a contingency amount of \$22,033 to be used at the discretion of the Executive Director.

G Las Positas College Memorandum of Understanding

Recommendation: The Projects and Services Committee recommends the Board of Directors authorize the Executive Director to execute the fourth two-year Memorandum of Understanding with the Chabot-Las Positas Community College District for the continuation of the Las Positas College Student Transit Pass Program.

5. LAVTA's Operating & Capital Budget for FY 2025

Recommendation: The Finance and Administration Committee the Board of Directors approve the Operating and Capital Budget for FY 2025 and Resolution 11-2024.

6. Regional Transportation Revenue Measure (SB1031) Board Position

Recommendation: The Finance and Administration Committee recommends the Board adopt an *oppose unless amended* position on SB1031.

7. 2024 Youth Ride Free Summer

Recommendation: The Projects and Services Committee recommends the Board hear the staff report and provide feedback on the proposed Youth Ride Free Summer 2024 Promotion Pilot.

8. Executive Director's Report

9. Matters Initiated by the Board of Directors

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

10. Next Meeting Date is Scheduled for: June 3, 2024

11. 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

5/3/2024

LAVTA, Executive Assistant

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
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Livermore, CA 94551
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