

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

FINANCE and ADMINISTRATION COMMITTEE MEETING
COMMITTEE OF THE WHOLE

COMMITTEE MEMBERS

KRISTIE WANG – CHAIR
JULIE TESTA

MICHAEL McCORRISTON – VICE CHAIR

DATE: October 28, 2025

PLACE: LAVTA Offices, Room 110
1362 Rutan Court, Suite 100, Livermore

TIME: 4:00 p.m.

TELECONFERENCE LOCATIONS

NONE

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 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.

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 Tuesday, October 28, 2025 at frontdesk@lavta.org. Please include “Public Comment – 10/28/2025” 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.

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

If you are submitting public comment via email, please do so by 1:00 p.m. on Tuesday, October 28, 2025 at frontdesk@lavta.org. Please include “Public Comment – 10/28/2025” 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.

**LAVTA FINANCE AND ADMINISTRATION COMMITTEE MEETING
AGENDA
OCTOBER 28, 2025**

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 September 23, 2025 Meeting of the F&A Committee

Recommendation: Approval

5. Treasurer's Report for September 2025

Recommendation: Staff recommends the Finance and Administration Committee forward the September 2025 Treasurer's Report to the Board of Directors for approval.

6. Changes to the Treasurer's Report

Recommendation: Staff requests the Finance and Administration Committee review and provide feedback on the updated Treasurers Report format.

7. Draft Fiscal Year 2025 Annual Comprehensive Financial Report (ACFR)

Recommendation: Review the Draft Annual Comprehensive Financial Report (ACFR) and forward to the Board for consideration.

8. Update to LAVTA's Human Resource Policies

Recommendation: Staff requests the Finance and Administration Committee forward Resolution 30-2025 to the Board of Directors for Approval.

9. Legislative Update

Recommendation: Receive an informational update on 2025 State and Federal legislative activities of interest to LAVTA.

10. Matters Initiated by Committee Members

11. Next Meeting Date is Scheduled for: November 25, 2025

12. 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/ Michelle Kumar</u>	<u>10/24/2025</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*

MINUTES OF THE SEPTEMBER 23, 2025
LAVTA FINANCE AND ADMINISTRATION COMMITTEE MEETING

1. Call to Order and Pledge of Allegiance

Meeting called to order 4:00pm

2. Roll Call of Members

Members Present

Kristie Wang – Chair, City of Livermore

Michael McCorriston – Vice Chair, City of Dublin

Julie Testa – City of Pleasanton

3. Meeting Open to Public

There were no public comments received.

4. Minutes of the August 26, 2025 Meeting of the F&A Committee

Approved

There were no public comments received

Motion/Second: Testa/ Wang

Aye: Testa, Wang, McCorriston

No: None

Abstain: None

Absent: None

5. Treasurer's Report for August 2025

Approved.

There were no public comments received

Motion/Second: McCorriston /Wang

Aye: Testa, Wang, McCorriston

No: None

Abstain: None

Absent: None

6. Draft FY26 Fare Increase Proposal

Executive Director Wegener presented the item which included a staff recommendation to advertise a fare of \$2.25 for the public hearing; however, Wegener noted the feedback from the Projects and Services Committee, which met the day prior, including their recommendation to advertise a higher fare in order to provide more flexibility. The Finance and Administration Committee discussed the merits of advertising a higher fare.

The Finance and Administration Committee acted to modify staff's recommendation and advertise a higher fare of \$2.50 for the FY26 Fare Increase Proposal, and recommend that the Board open the public comment period from October 7-November 7, 2025 and set a public hearing for the November 3, 2025 Board meeting.

No public comments were received.

Motion/Second: Testa/McCorriston

Aye: Testa, Wang, McCorriston

No: None

Abstain: None

Absent: None

7. Award of Multiyear SaaS Agreement with Swiftly, Inc

LAVTA's Director of Operations and Planning Mike Tobin presented the item. Vice Chair McCorriston inquired about the type of devices currently in use, he also inquired about the existing cost vs incremental cost of this product and how can we self asses if we move forward. Staff clarified cost statistics.

The Committee approved forwarding Resolution 29-2025 to the Board, authorizing the Executive Director to execute a three-year agreement with Swiftly, Inc. in a form approved by legal counsel for the purchase of the on-Time Performance, Operator Reports, Realtime Passenger Predictions and Run Time modules in an amount not-to-exceed \$339.427 for approval.

No public comments were received.

Motion/Second: Testa/McCorriston

Aye: Testa, Wang, McCorriston

No: None

Abstain: None

Absent: None

8. Matters Initiated by the Committee Members

No Matters were initiated.

9. Next Meeting Date is Scheduled for: October 28, 2025

10 Adjournment

Meeting adjourned at 5:06pm.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

STAFF REPORT

SUBJECT: Treasurer's Report for September 2025

FROM: Tamara Edwards, Director of Finance

DATE: October 28, 2025

Action Requested

Review the preliminary LAVTA Treasurer's Report for September 2025 and forward it to the Board of Directors for Approval.

Discussion

Cash accounts:

Our petty cash account (101) has a balance of \$200, and our ticket sales change account (102) continues with a balance of \$240 (these two accounts should not change).

General checking account activity (105):

Beginning balance September1, 2025	\$2,416,780.43
Payments made	\$1,883,847.91
Deposits made	\$16,040,371.08
Transfer from Farebox Account	\$200,000.00
Ending balance September30, 2025	\$16,773,303.60

Farebox account activity (106):

Beginning balance September1, 2025	\$184,004.25
Deposits made	\$30,687.93
Transfer to General Checking	\$200,000
Ending balance September30, 2025	\$14,692.18

LAIF investment account activity (135):

Beginning balance September1, 2025	\$19,404,095.40
Ending balance September30, 2025	\$19,404,095.40

Operating Expenditures and Revenues Summary:

As this is the third month of the fiscal year, in order to stay on target for the budget this year expenses (at least the ones that occur on a monthly basis) should not be higher than 25% The agency is at 23.81% overall.

Operating Revenues Summary:

While expenses are at 23.81% revenues are at 59%. However, this is normal for the start of the year and the agency has a healthy cash flow and reserve balance.

Contracts Executed in September by the Executive Director between \$50,000 and \$100,000.

None.

Recommendation

Forward the September 2025 Treasurer's Report to the Board of Directors for approval.

Attachments:

1. September 2025 Preliminary Treasurer's Report

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
BALANCE SHEET
FOR THE PERIOD ENDING:
September 30, 2025

ASSETS:

101 PETTY CASH	200	
102 TICKET SALES CHANGE	240	
105 CASH - GENERAL CHECKING	16,773,304	
106 CASH - FIXED ROUTE ACCOUNT	14,692	
107 Clipper Cash	835,066	
109 BOC	46	
120 ACCOUNTS RECEIVABLE	(1,961,585)	
135 INVESTMENTS - LAIF	19,404,095	
13599 INVESTMENTS - LAIF Mark to Market	(43,343)	
14001 Due From Rail	2,930,530	
150 PREPAID EXPENSES	130,684	
160 OPEB ASSET	69,638	
165 DEFERRED OUTFLOW-Pension Related	777,421	
166 DEFERRED OUTFLOW-OPEB	593,386	
170 INVESTMENTS HELD AT CALTIP	0	
175 CEPPT RESTRICTED INVESTMENTS	310,502	
111 NET PROPERTY COSTS	57,761,136	
TOTAL ASSETS		97,596,011

LIABILITIES:

205 ACCOUNTS PAYABLE	(670,905)	
211 PRE-PAID REVENUE	2,853,203	
21101 Clipper to be distributed	740,720	
22000 FEDERAL INCOME TAXES PAYABLE	0	
22010 STATE INCOME TAX	58	
22020 FICA MEDICARE	(47)	
22050 PERS HEALTH PAYABLE	0	
22040 PERS RETIREMENT PAYABLE	(98)	
22030 SDI TAXES PAYABLE	23	
22070 AMERICAN FIDELITY INSURANCE PAYABLE	643	
22090 WORKERS' COMPENSATION PAYABLE	138,559	
22100 PERS-457	0	
22110 Direct Deposit Clearing	0	
22120 Compensated absences	126,117	
23101 Net Pension Liability	1,605,376	
23105 Deferred Inflow- OPEB Related	374,181	
23104 Deferred Inflow- Pension Related	141,094	
23103 INSURANCE CLAIMS PAYABLE	(345)	
23102 UNEMPLOYMENT RESERVE	7,889	
TOTAL LIABILITIES		5,316,469

FUND BALANCE:

301 FUND RESERVE	57,544,179	
304 GRANTS, DONATIONS, PAID-IN CAPITAL	32,164,157	
30401 SALE OF BUSES & EQUIPMENT	86,871	
FUND BALANCE	2,484,336	
TOTAL FUND BALANCE		92,279,542
TOTAL LIABILITIES & FUND BALANCE		97,596,011

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
REVENUE REPORT
FOR THE PERIOD ENDING:
September 30, 2025**

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
4010100	Fixed Route Passenger Fares	1,412,201	37,667	96,149	1,316,052	6.8%
4020000	Business Park Revenues	270,000	0	20,100	249,900	7.4%
4020500	Special Contract Fares	614,195	0	0	614,195	0.0%
4020500	Special Contract Fares - Paratransit	24,000	0	0	24,000	0.0%
4010200	Paratransit Passenger Fares	121,850	7,378	23,095	98,755	19.0%
4060100	Concessions	24,828	0	0	24,828	0.0%
4060300	Advertising Revenue	195,000	0	195,000	-	100.0%
4070400	Miscellaneous Revenue-Interest	350,000	0	0	350,000	0.0%
4070300	Non transportation revenue	185,712	23,026	38,830	146,882	20.9%
4099100	TDA Article 4.0 - Fixed Route	15,427,044	15,211,305	15,211,305	215,739	98.6%
4099500	TDA Article 4.0-BART	86,923	0	0	86,923	0.0%
4099200	TDA Article 4.5 - Paratransit	420,861	0	0	420,861	0.0%
4099600	Bridge Toll- RM2, RM3	1,100,000	0	0	1,100,000	0.0%
4099900	Other local funds	183,000	0	0	183,000	0.0%
4110100	STA Funds-Paratransit	126,470	0	0	126,470	0.0%
4110500	STA Funds- Fixed Route BART	497,672	0	0	497,672	0.0%
4110100	STA Funds-pop	1,695,172	0	0	1,695,172	0.0%
4110100	STA Funds- rev	395,790	0	0	395,790	0.0%
4110100	STA Funds- Lifeline	84,188	0	0	84,188	0.0%
4130000	FTA Section	30,000	0	0	30,000	0.0%
4130000	FTA Section 5307 ADA Paratransit	666,894	0	0	666,894	0.0%
4640500	Measure BB Paratransit Funds-GAP	113,000	0	0	113,000	0.0%
4640200	Measure BB Paratransit Funds-Fixed Route	1,855,656	(10,021)	147,681	1,707,975	8.0%
4640200	Measure BB Paratransit Funds-Paratransit	924,303	(5,781)	72,083	852,220	7.8%
RAIL		0	0	0		
TOTAL REVENUE		26,804,759	15,263,572	15,804,242	11,000,517	59.0%

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
OPERATING EXPENDITURES
FOR THE PERIOD ENDING:
September 30, 2025**

	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED	
501 02 Salaries and Wages	\$2,136,783	\$163,569	\$487,547	\$1,649,237	22.82%	\$487,547
502 00 Personnel Benefits	\$1,485,015	\$65,305	\$361,517	\$1,122,998	24.34%	\$362,017
503 00 Professional Services	\$1,315,769	\$67,068	\$313,616	\$1,002,153	23.84%	\$313,616
503 05 Non-Vehicle Maintenance	\$1,040,973	\$72,674	\$274,731	\$766,242	26.39%	\$274,731
503 99 Communications	\$3,402	\$100	\$250	\$3,152	7.35%	\$250
504 01 Fuel and Lubricants	\$1,466,962	\$95,460	\$265,262	\$1,201,700	18.08%	\$265,262
504 03 Non contracted vehicle maintenance	\$2	\$0	\$0	\$2	0.00%	\$0
504 99 Office/Operating Supplies	\$34,802	\$983	\$1,127	\$33,675	3.24%	\$1,127
504 99 Printing	\$80,001	\$1,875	\$12,167	\$67,834	15.21%	\$12,167
505 00 Utilities	\$520,147	\$32,736	\$115,210	\$404,937	22.15%	\$115,210
506 00 Insurance	\$880,125	(\$16,880)	\$756,621	\$123,504	85.97%	\$756,621
507 99 Taxes and Fees	\$114,000	\$9,760	\$26,747	\$87,253	23.46%	\$26,747
508 01 Purchased Transportation Fixed Route	\$14,985,794	\$1,230,932	\$3,662,435	\$11,323,359	24.44%	\$3,662,435
2-508 02 Purchased Transportation Paratransit	\$2,106,303	\$9,667	\$18,673	\$2,087,630	0.89%	\$18,673
508 03 Purchased Transportation WOD	\$225,600	\$7,552	\$30,151	\$195,449	13.36%	\$30,151
509 00 Miscellaneous	\$214,039	\$9,486	\$35,611	\$178,428	16.64%	\$35,611
509 02 Professional Development	\$64,650	\$4,176	\$8,141	\$56,510	12.59%	\$8,140
509 08 Advertising	\$130,400	\$2,099	\$3,797	\$126,603	2.91%	\$3,797
TOTAL	\$26,804,768	\$1,756,562	\$6,373,603	\$20,430,664	23.78%	

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 1 of 2)
FOR THE PERIOD ENDING:
September 30, 2025

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
REVENUE DETAILS						
40799	Revenues from Insurance	28,000	30,963	30,963	(2,963)	110.58%
4090594	TDA (office and facility equip)	567,000	0	0	567,000	0.00%
4090194	TDA Shop repairs and replacement	1	0	0	1	0.00%
4091094	TDA Transit Center improvements	161,181	0	0	161,181	0.00%
409??94	TDA (Transit Capital)	100,000	0	0	100,000	0.00%
4092094	TDA (Major component rehab)	474,152	0	0	474,152	0.00%
4090094	TDA WiFi	1	0	0	1	0.00%
4091794	TDA bus stops	785,000	0	0	785,000	0.00%
4090694	TDA TSP	90,000	0	0	90,000	0.00%
4090994	TDA IT	81,400	0	0	81,400	0.00%
4090294	TDA Atlantis	13,173,526	0	0	13,173,526	0.00%
4090699	TSP TFCA	95,000	0	0	95,000	0.00%
4090696	BT TSP	2,682,736	0	0	2,682,736	0.00%
4091796	BT Bus Stops	230,000	0	0	230,000	0.00%
40923	TDA Buses	1,784,222	0	0	1,784,222	0.00%
4110900	State (SGR) Buses 2025	1	0	0	1	0.00%
4110200	State (LCTOP) Atlantis	656,983	0	0	656,983	0.00%
4110500	State (LCTOP) Rutan retrofit	1	0	0	1	0.00%
41309	FTA Buses	385,164	0	0	385,164	0.00%
41317	FTA bus stops	1,818,000	0	0	1,818,000	0.00%
41302	FTA Atlantis	1,060,318	0	0	1,060,318	0.00%
41305	FTA Rutan Retrofit	1	0	0	1	0.00%
41320	FTA Hybrid battery packs	536,606	0	0	536,606	0.00%
41310	FTA Transit Center	276,819	0	0	276,819	0.00%
41323	Buses	6,751,720	0	0	6,751,720	0.00%
46405	Measure BB Atlantis	1	0	0	1	0.00%
TOTAL REVENUE		31,737,833	30,963	30,963	24,955,149	0.10%

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
CAPITAL REVENUE AND EXPENDITURE REPORT (Page 2 of 2)
FOR THE PERIOD ENDING:
September 30, 2025

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
EXPENDITURE DETAILS						
CAPITAL PROGRAM - COST CENTER 07						
5550207	Atlantis Facility	14,890,827	0	0	14,890,827	0.00%
5550107	Shop Repairs and replacement	1	0	0	1	0.00%
5550107	Bus Wash	1	0	0	1	0.00%
5552307	Buses	8,921,106	0	0	8,921,106	0.00%
5550507	Office and Facility Equipment	567,000	46,209	47,207	519,793	8.33%
5551007	Transit Center Upgrades and Improvements	438,000	4,900	5,875	432,125	1.34%
5550607	TSP	2,867,736	6,978	6,978	2,860,758	0.24%
5550907	IT	81,400	0	0	81,400	0.00%
5550007	WIFI routers	1	0	0	1	0.00%
5551607	NON-REVENUE VEHICLES	37,964	37,964	37,964	0	100.00%
5551707	Bus Shelters and Stops	2,833,000	29,349	29,349	2,803,651	1.04%
5552007	Major component rehab	1,010,758	0	0	1,010,758	0.00%
555??07	Transit Capital	100,000	4,885	4,885	95,115	4.89%
TOTAL CAPITAL EXPENDITURES		31,747,794	130,284	132,258	31,615,536	0.42%
FUND BALANCE (CAPITAL)		-9960.53	(99,321)	(101,294)		
FUND BALANCE (CAPITAL & OPERATING)		-9,971.36	13,403,974	9,321,930		

REPORT.: Oct 20 25 Monday
 RUN....: Oct 20 25 Time: 13:51
 Run By.: Daniel Zepeda

LAVTA
 Month End Cash Disbursements Report
 Prior Period Report for 09-25 BANK ACCOUNT 105

Attachment 1

PAGE: 001
 ID #: PY-CD
 CTL: WHE

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
09-25	024629	09/12/25	AVI01 (AMADOR VALLEY INDUSTRIES)		658.45	.00	658.45	Automatic Generated Check
	024630	09/12/25	BAY08 (BAY CITY ELECTRIC WORKS)		3,499.49	.00	3,499.49	Automatic Generated Check
	024631	09/12/25	CAL05 (CALTEST LABS)		977.55	.00	977.55	Automatic Generated Check
	024632	09/12/25	GOG01 (GO GO GRANDPARENT)		1,271.02	.00	1,271.02	Automatic Generated Check
	024633	09/12/25	INT03 (INTERNATL EFFECTIVENESS)		180.00	.00	180.00	Automatic Generated Check
	024634	09/12/25	KIM02 (KIMLEY-HORN AND ASSOC, INC)		34,188.50	.00	34,188.50	Automatic Generated Check
	024635	09/12/25	SHI02 (SHI INTERNATIONAL CORP)		14,384.38	.00	14,384.38	Automatic Generated Check
	024636	09/26/25	CAL13 (CALIFORNIA TRANSIT)		2,794.31	.00	2,794.31	Automatic Generated Check
	024637	09/26/25	DFS01 (DOWNTOWN FORD SACRAMENTO)		37,963.53	.00	37,963.53	Automatic Generated Check
	024638	09/26/25	FR001 (FREMONT RUBBER STAMP CO)		60.17	.00	60.17	Automatic Generated Check
	024639	09/26/25	INT03 (INTERNATL EFFECTIVENESS)		2,502.00	.00	2,502.00	Automatic Generated Check
	024640	09/26/25	JTH01 (J. THAYER COMPANY)		439.56	.00	439.56	Automatic Generated Check
	024641	09/26/25	KIM02 (KIMLEY-HORN AND ASSOC, INC)		22,610.80	.00	22,610.80	Automatic Generated Check
	024642	09/26/25	TX254 (HOSSEIN SHAHRZAD)		452.82	.00	452.82	Automatic Generated Check
	024643	09/26/25	TX261 (SOUHYA UPADYHAY)		30.00	.00	30.00	Automatic Generated Check
	024644	09/26/25	TX262 (RICKY SHUM)		25.89	.00	25.89	Automatic Generated Check
	024645	09/26/25	TX263 (BARBARA STERRETT)		59.50	.00	59.50	Automatic Generated Check
	H16136	09/12/25	NTA01 (NTAV INC)		4,050.00	.00	4,050.00	NTA01, 1159, PO7939 EMERG
	H16138	09/12/25	PRE03 (PREMIER SECURITY SOLNS CO)		3,222.17	.00	3,222.17	PRE03, PSI-23356, MP2485
	H16183	09/12/25	AIM01 (AIM TO PLEASE JANITORIAL SER		4,500.00	.00	4,500.00	AIM01, 122, AUG-25 MONTHL
	H16184	09/12/25	AIM01 (AIM TO PLEASE JANITORIAL SER		7,400.00	.00	7,400.00	AIM01, 1139, AUG-25 BUS S
	H16185	09/12/25	CAL15 (CALTRONICS BUSINESS SYS)		182.51	.00	182.51	CAL15, 4441312, BIZHUB 7/
	H16186	09/12/25	CCL01 (CARPI & CLAY INC)		4,500.00	.00	4,500.00	CCL01, 25-08-LAVTA, AUG-2
	H16187	09/12/25	CNO01 (CIRCA NOW LLC)		3,000.00	.00	3,000.00	CNO01, 2188, PO7879 AUG-2
	H16188	09/12/25	CNO01 (CIRCA NOW LLC)		3,600.00	.00	3,600.00	CNO01, 2189, AUG-25 TO11-
	H16189	09/12/25	CNO01 (CIRCA NOW LLC)		4,393.75	.00	4,393.75	CNO01, 2190, AUG-25 TO12-
	H16190	09/12/25	COR01 (CORBIN WILLITS SYSTEMS)		332.35	.00	332.35	COR01, C508151, SEPT-25 S
	H16191	09/12/25	CRA02 (CRANTECH INC.)		1,205.00	.00	1,205.00	CRA02, 57724, AUG-25 QTRL
	H16192	09/12/25	DAY02 (DAY & NITE PEST CONTROL)		218.00	.00	218.00	DAY02, 205296, 8/21/25 PE
	H16193	09/12/25	LVE01 (LV EVENT RENTALS LLC)		5,108.09	.00	5,108.09	LVE01, 230646971, MP2523
	H16194	09/12/25	LIU02 (JOY LIU)		42.70	.00	42.70	LIU02, 8/17/25-8/27/25 MI
	H16195	09/12/25	LVE01 (LV EVENT RENTALS LLC)		2,422.01	.00	2,422.01	LVE01, 230665622, MP2504
	H16196	09/12/25	LYP01 (LYFT, INC)		7,304.16	.00	7,304.16	LYP01, 1206995, AUG-25 GO
	H16197	09/12/25	LYP01 (LYFT, INC)		247.51	.00	247.51	LYP01, 1206996, AUG-25 GO
	H16198	09/12/25	MAZ01 (MAZE & ASSOCIATES)		17,240.00	.00	17,240.00	MAZ01, 54289, FY25 AUDIT
	H16199	09/12/25	PAC11 (PACIFIC ENVIRONMENTAL SERVIC		260.00	.00	260.00	PAC11, 3030, AUG-25 RUTAN
	H16200	09/12/25	PAC11 (PACIFIC ENVIRONMENTAL SERVIC		260.00	.00	260.00	PAC11, 3031, AUG-25 ATLAN
	H16201	09/12/25	RMT01 (RMT LANDSCAPE CONTRACTORS IN		10,830.00	.00	10,830.00	RMT01, 20250846, 8/10/25 S
	H16202	09/12/25	SCF01 (SC FUELS)		24,711.68	.00	24,711.68	SCF01, 764537, 8/22/25 FU
	H16203	09/12/25	SCF01 (SC FUELS)		25,837.08	.00	25,837.08	SCF01, 767317, 8/28/25 FU
	H16204	09/12/25	SOL01 (SOLUTIONS FOR TRANSIT)		2,083.33	.00	2,083.33	SOL01, 25-0905LAVTA, AUG-
	H16205	09/12/25	TPA01 (TOWNSEND PUBLIC AFFAIRS INC)		6,000.00	.00	6,000.00	TPA01, 23978, SEPT-25 STA
	H16206	09/12/25	VOR01 (VORTEX INDUSTRIES, LLC.)		8,662.98	.00	8,662.98	VOR01, 432062158, MP2463
	H16207	09/12/25	YEA01 (JENNIFER YEAMANS)		39.20	.00	39.20	YEA01, 6/5/25-9/4/25 MILE
	H16208	09/12/25	AIRO2 (AIRESPRING)		3,621.61	.00	3,621.61	AIRO2, 200097077, 9/1/25-
	H16209	09/12/25	AMA03 (AMAZON BUSINESS SERVICES)		437.17	.00	437.17	AMA03, JULY-25 OFFICE SUP
	H16210	09/04/25	CAL10 (CALIFORNIA STATE DISBURSEMEN		120.46	.00	120.46	CAL10, CA STATE GARNISHME
	H16211	09/05/25	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		52,614.20	.00	52,614.20	DIR02, PR DIRECT DEPOSIT
	H16212	09/02/25	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		350.16	.00	350.16	DIR02, PR DIRECT DEPOSIT
	H16213	09/04/25	EFT01 (ELECTRONIC FUND TRANSFERS)		14,436.56	.00	14,436.56	EFT01, FEDERAL TAX 8/16/2
	H16214	09/02/25	EFT01 (ELECTRONIC FUND TRANSFERS)		177.74	.00	177.74	EFT01, FEDERAL TAX-BOD 8/
	H16215	09/10/25	EFT01 (ELECTRONIC FUND TRANSFERS)		1,722.04	.00	1,722.04	EFT01, FEDERAL TAX-FINAL
	H16216	09/04/25	EMP01 (EMPLOYMENT DEVEL DEPT)		4,867.88	.00	4,867.88	EMP01, STATE TAX 8/16/25-
	H16217	09/02/25	EMP01 (EMPLOYMENT DEVEL DEPT)		30.80	.00	30.80	EMP01, STATE TAX-BOD 8/1/
	H16218	09/10/25	EMP01 (EMPLOYMENT DEVEL DEPT)		483.14	.00	483.14	EMP01, STATE TAX-FINAL PA
	H16219	09/01/25	MER01 (MERCHANT SERVICES)		92.51	.00	92.51	MER01, AUG-25 MOA CC STAT
	H16220	09/01/25	MER01 (MERCHANT SERVICES)		119.77	.00	119.77	MER01, AUG-25 TC CC STATE
	H16221	09/10/25	MVT01 (MV TRANSPORTATION, INC.)		220,277.35	.00	220,277.35	MVT01, JULY-25 FIXED ROUT
	H16222	09/04/25	PER01 (PERS)		5,687.63	.00	5,687.63	PER01, PERS CLASSIC CONTR
	H16223	09/04/25	PER01 (PERS)		7,168.29	.00	7,168.29	PER01, PERS NEW CONTRIBUT
	H16224	09/12/25	PER02 (CALPERS RETIREMENT SYSTEM)		350.00	.00	350.00	PER02, GASB-68 REPORTING
	H16225	09/04/25	PER04 (CALPERS RETIREMENT SYSTEM)		2,787.37	.00	2,787.37	PER04, PERS 457 CONTRIBUT
	H16226	09/12/25	PEX01 (PEX CARD)		10,000.00	.00	10,000.00	PEX01, 9/3/25 PEX CARDS A
	H16227	09/12/25	SHE05 (SHELL)		84.95	.00	84.95	SHE05, AUG-25 CC STATEMEN
	H16228	09/12/25	STA01 (STATE COMPENSATION FUND)		1,292.33	.00	1,292.33	STA01, AUG-25 WORKER'S CO
	H16229	09/12/25	WEG01 (CHRISTY WEGENER)		322.00	.00	322.00	WEG01, 9/14/25-9/21/25 TR
	H16230	09/26/25	GHA01 (ARIAN GHANI)		92.40	.00	92.40	GHA01, 8/5/25-8/28/25 MIL
	H16231	09/26/25	WEG01 (CHRISTY WEGENER)		58.36	.00	58.36	WEG01, 7/17/25-9/16/25 EX
	H16232	09/25/25	MVT01 (MV TRANSPORTATION, INC.)		490,000.00	.00	490,000.00	MVT01, 135358, SEPT-25 1S
	H16233	09/30/25	MVT01 (MV TRANSPORTATION, INC.)		490,000.00	.00	490,000.00	MVT01, 135359, SEPT-25 2N
	H16234	09/26/25	TX242 (BONNIE WOLF)		60.00	.00	60.00	TX242, PARATAXI REIMBURSE
	H16235	09/26/25	TAX01 (HERB HASTINGS)		96.73	.00	96.73	TAX01, PARATAXI REIMBURSE
	H16236	09/26/25	OAK01 (OAKS BUSINESS PK OWNERS)		4,910.04	.00	4,910.04	OAK01, 4TH QTR 2025 BUSIN
	H16237	09/26/25	RMT01 (RMT LANDSCAPE CONTRACTORS IN		1,946.00	.00	1,946.00	RMT01, 20250960, MP2520 A
	H16238	09/26/25	RMT01 (RMT LANDSCAPE CONTRACTORS IN		1,392.00	.00	1,392.00	RMT01, 20250961, MP2519 T
	H16239	09/26/25	SDI01 (SDI PRESENCE LLC)		11,455.38	.00	11,455.38	SDI01, 20170, IT MODERNIZ
	H16240	09/26/25	SDI01 (SDI PRESENCE LLC)		11,630.50	.00	11,630.50	SDI01, 20346, IT MODERN-S
	H16241	09/26/25	TAC01 (TAC ENERGY)		25,754.31	.00	25,754.31	TAC01, 3258891, 9/9/25 FU
	H16242	09/26/25	TAC01 (TAC ENERGY)		26,940.28	.00	26,940.28	TAC01, 3265600, 9/16/25 F
	H16243	09/26/25	TPG01 (VILLAGE INSTANT PRINTING)		1,584.16	.00	1,584.16	TPG01, 82329, MP2531 FARE
	H16244	09/26/25	TTR01 (TRANSTRACK SYSTEMS INC)		8,477.00	.00	8,477.00	TTR01, 2022, APC CLEANSIN
	H16245	09/26/25	CAL10 (CALIFORNIA STATE DISBURSEMEN		120.46	.00	120.46	CAL10, CA STATE GARNISHME
	H16246	09/19/25	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		52,656.75	.00	52,656.75	DIR02, PR DIRECT DEPOSIT
	H16247	09/18/25	EFT01 (ELECTRONIC FUND TRANSFERS)		14,408.11	.00	14,408.11	EFT01, FEDERAL TAX 8/30/2
	H16248	09/18/25	EMP01 (EMPLOYMENT DEVEL DEPT)		4,893.74	.00	4,893.74	EMP01, STATE TAX 8/30/25-
	H16249	09/18/25	PER01 (PERS)		5,687.63	.00	5,687.63	PER01, PERS CLASSIC CONTR
	H16250	09/26/25	PER01 (PERS)		7,164.70	.00	7,164.70	PER01, PERS NEW CONTRIBUT
	H16251	09/18/25	PER04 (CALPERS RETIREMENT SYSTEM)		2,795.34	.00	2,795.34	PER04, PERS 457 CONTRIBUT
	H16252	09/26/25	GAN01 (GANNETT FLEMING COMPANIES)		7,486.00	.00	7,486.00	GAN01, 56826, PO7865 TO2-
	H16253	09/26/25	GAN01 (GANNETT FLEMING COMPANIES)		24,813.35	.00	24,813.35	GAN01, 56828, PO7869 TO3-
	H16254	09/26/25	SPE03 (SPECTRIO LLC)		1,368.36	.00	1,368.36	SPE03, 1833694, ANNUAL ON
	H16255	09/30/25	BAN03 (BANKCARD CENTER)		12,119.27	.00	12,119.27	BAN03, AUG-25 BMO CC STAT
	H16256	09/30/25	DEP07 (DMV)		27.00	.00	27.00	DEP07, 44365468, REPLACUS
	H16257	09/30/25	CAL04 (CALIFORNIA WATER SERVICE)		1,140.66	.00	1,140.66	CAL04, 0198655555, BUS WA
	H16258	09/30/25	CAL04 (CALIFORNIA WATER SERVICE)		70.26	.00	70.26	CAL04, 2575555555, TC FIR
	H16259	09/30/25	CAL04 (CALIFORNIA WATER SERVICE)		63.48	.00	63.48	CAL04, 3616555555, TC WAT

REPORT.: Oct 20 25 Monday
 RUN....: Oct 20 25 Time: 13:51
 Run By.: Daniel Zepeda

LAVTA
 Month End Cash Disbursements Report
 Prior Period Report for 09-25 BANK ACCOUNT 105

Attachment 1
 PAGE: 002
 ID #: PY-CD
 CTL.: WHE

Period	Check Number	Check Date	Vendor # (Name)	Disc. Terms	Gross Amount	Disc Amount	Net Amount	Check Description
09-25	H16260	09/30/25	CAL04 (CALIFORNIA WATER SERVICE)		1,210.87	.00	1,210.87	CAL04, 4616555555, TC IRR
	H16261	09/30/25	CAL04 (CALIFORNIA WATER SERVICE)		93.67	.00	93.67	CAL04, 4755555555, MOA FI
	H16262	09/30/25	CAL04 (CALIFORNIA WATER SERVICE)		93.67	.00	93.67	CAL04, 5755555555, CONTRA
	H16263	09/30/25	CAL04 (CALIFORNIA WATER SERVICE)		1,863.69	.00	1,863.69	CAL04, 9098655555, MOA WA
	H16264	09/30/25	CIT06 (CITY OF LIVERMORE SEWER)		59.58	.00	59.58	CIT06, 138143-00, BUS WAS
	H16265	09/30/25	CIT06 (CITY OF LIVERMORE SEWER)		535.65	.00	535.65	CIT06, 133294-00, MOA WAT
	H16266	09/30/25	CIT06 (CITY OF LIVERMORE SEWER)		58.82	.00	58.82	CIT06, 133389-00, TRANSIT
	H16267	09/30/25	CIT07 (CITY OF LIVERMORE - WATER)		32.52	.00	32.52	CIT07, 139361-00, ATLANTI
	H16268	09/30/25	CIT07 (CITY OF LIVERMORE - WATER)		139.90	.00	139.90	CIT07, 139388-00, BUS WAS
	H16269	09/30/25	CIT07 (CITY OF LIVERMORE - WATER)		37.93	.00	37.93	CIT07, 139399-00, ATLANTI
	H16270	09/30/25	CIT07 (CITY OF LIVERMORE - WATER)		242.50	.00	242.50	CIT07, 138430-01, ATLANTI
	H16271	09/30/25	CIT07 (CITY OF LIVERMORE - WATER)		49.74	.00	49.74	CIT07, 138431-00, ATLANTI
	H16272	09/30/25	CIT07 (CITY OF LIVERMORE - WATER)		12.38	.00	12.38	CIT07, 138432-00, ATLANTI
	H16273	09/30/25	DIR01 (DIRECT TV)		24.00	.00	24.00	DIR01, 96X250911, 9/10/25
	H16274	09/30/25	DIR02 (DIRECT DEPOSIT OF PAYROLL CH		1,170.52	.00	1,170.52	DIR02, PR DIRECT DEPOSIT
	H16275	09/30/25	EFT01 (ELECTRONIC FUND TRANSFERS)		338.36	.00	338.36	EFT01, FEDERAL TAX BOD 9/
	H16276	09/30/25	LIV10 (LIVERMORE SANITATION INC)		2,828.42	.00	2,828.42	LIV10, 2950155, 8/1/25-8/
	H16277	09/30/25	PAC02 (PACIFIC GAS AND ELECTRIC)		15,252.71	.00	15,252.71	PAC02, 5809326332-3, MOA
	H16278	09/30/25	PAC02 (PACIFIC GAS AND ELECTRIC)		1,534.39	.00	1,534.39	PAC02, 6062256368-6, ATLA
	H16279	09/30/25	PAC02 (PACIFIC GAS AND ELECTRIC)		2,214.03	.00	2,214.03	PAC02, 7264840356-5, BUS
	H16280	09/30/25	PAC02 (PACIFIC GAS AND ELECTRIC)		178.72	.00	178.72	PAC02, 7649646868-7, DOOL
	H16281	09/30/25	PAC02 (PACIFIC GAS AND ELECTRIC)		364.37	.00	364.37	PAC02, 9007202117-4, MOA
	H16282	09/30/25	PAC02 (PACIFIC GAS AND ELECTRIC)		353.49	.00	353.49	PAC02, 9007202117-4, MOA
	H16283	09/30/25	PER03 (CAL PUB EMP RETIRE SYSTM)		43,587.35	.00	43,587.35	PER03, OCT-25 PERS HEALTH
Total for Bank Account 105 ----->					1,878,284.00	.00	1,878,284.00	
Grand Total of all Bank Accounts ----->					1,878,284.00	.00	1,878,284.00	

REPORT.: Oct 20 25 Monday
 RUN....: Oct 20 25 Time: 14:06
 Run By.: Daniel Zepeda

LAVTA
 Month End Payable Activity Report
 Prior Period Report for 09-25

Attachment 1

PAGE: 001
 ID #: PY-AC
 CTL.: WHE

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
09-25	AIM01 (AIM TO PLEASE JANITORIAL SE	1139H	09/08/25	10/08/25	A	7400.00	AIM01, 1139, AUG-25 BUS STOP CLEANING SERVIC
		122AUG-25H	09/08/25	10/08/25	A	4500.00	AIM01, 122, AUG-25 MONTHLY JANITORIAL SERVIC
	Vendor's Total ----->					11900.00	
09-25	AIR02 (AIRESPRING)	200097077H	09/01/25	10/01/25	A	3621.61	AIR02, 200097077, 9/1/25-9/30/25 SERVICE
09-25	AMA03 (AMAZON BUSINESS SERVICES)	JULY-2025H	08/01/25	08/31/25	A	437.17	AMA03, JULY-25 OFFICE SUPPLIES
09-25	AVI01 (AMADOR VALLEY INDUSTRIES)	2963497	09/01/25	10/01/25	A	658.45	AVI01, 2963497, AUG-25 GARBAGE PICK UP SERVI
09-25	BAN03 (BANKCARD CENTER)	AUG-2025H	09/03/25	10/03/25	A	12119.27	BAN03, AUG-25 BMO CC STATEMENT
09-25	BAY08 (BAY CITY ELECTRIC WORKS)	W317985	09/08/25	10/08/25	A	3499.49	BAY08, W317985, MP2313 ANNUAL MAJOR MAINT &
09-25	CAL04 (CALIFORNIA WATER SERVICE)	198081925H	08/19/25	09/18/25	A	1140.66	CAL04, 0198655555, BUS WASH 7/18/25-8/18/25
		257082925H	08/29/25	09/28/25	A	70.26	CAL04, 2575555555, TC FIRE 9/1/25-9/30/25
		361090225H	09/02/25	10/02/25	A	63.48	CAL04, 3616555555, TC WATER 8/1/25-8/29/25
		461090225H	09/02/25	10/02/25	A	1210.87	CAL04, 4616555555, TC IRRG 8/1/25-8/29/25
		475082925H	08/29/25	09/28/25	A	93.67	CAL04, 4755555555, MOA FIRE 9/1/25-9/30/25
		575082925H	08/29/25	09/28/25	A	93.67	CAL04, 5755555555, CONTRACTOR FIRE 9/1/25-9/
		909081925H	08/19/25	09/18/25	A	1863.69	CAL04, 9098655555, MOA WATER 7/18/25-8/18/25
	Vendor's Total ----->					4536.30	
09-25	CAL05 (CALTEST LABS)	732677	08/28/25	09/27/25	A	977.55	CAL05, 732677, 2025 RUTAN ANNUAL COMPLIANCE
09-25	CAL10 (CALIFORNIA STATE DISBURSEME	20250829H	09/03/25	10/03/25	A	120.46	CAL10, CA STATE GARNISHMENT 8/16/25-8/29/25
		20250912H	09/17/25	10/17/25	A	120.46	CAL10, CA STATE GARNISHMENT 8/30/25-9/12/25
	Vendor's Total ----->					240.92	
09-25	CAL13 (CALIFORNIA TRANSIT)	312025AUG	09/10/25	10/10/25	A	2794.31	CAL13, AUG-25 INSURANCE CLAIMS
09-25	CAL15 (CALTRONICS BUSINESS SYS)	4441312H	08/15/25	09/14/25	A	182.51	CAL15, 4441312, BIZHUB 7/16/25-8/15/25
09-25	CCL01 (CARPI & CLAY INC)	25-08LAVTH	09/01/25	10/01/25	A	4500.00	CCL01, 25-08-LAVTA, AUG-25 FEDERAL ADVOCACY
09-25	CIT06 (CITY OF LIVERMORE SEWER)	BW081925H	08/19/25	09/18/25	A	59.58	CIT06, 138143-00, BUS WASH 7/15/25-8/19/25
		TC090925H	09/09/25	10/09/25	A	58.82	CIT06, 133389-00, TRANSIT CENTER 8/12/25-9/9
		MOA081925H	08/19/25	09/18/25	A	535.65	CIT06, 133294-00, MOA WATER 7/15/25-8/19/25
	Vendor's Total ----->					654.05	
09-25	CIT07 (CITY OF LIVERMORE - WATER)	361081925H	08/19/25	09/18/25	A	32.52	CIT07, 139361-00, ATLANTIS CT SEWER 7/15-8/1
		388090325H	09/03/25	10/03/25	A	139.90	CIT07, 139388-00, BUS WASH 8/5/25-9/3/25
		399081925H	08/19/25	09/18/25	A	37.93	CIT07, 139399-00, ATLANTIS ST SEWER 7/15-8/1
		430081925H	08/19/25	09/18/25	A	242.50	CIT07, 138430-01, ATLANTIS INDOOR 7/15/25-8/
		431090325H	09/03/25	10/03/25	A	49.74	CIT07, 138431-00, ATLANTIS IRRG 8/5/25-9/3/2
		432081925H	08/19/25	09/18/25	A	12.38	CIT07, 138432-00, ATLANTIS FIRE 7/15/25-8/19
	Vendor's Total ----->					514.97	
09-25	CNO01 (CIRCA NOW LLC)	2188H	09/05/25	10/05/25	A	3000.00	CNO01, 2188, PO7879 AUG-25 WEBSITE MANAGE &
		2189H	09/05/25	10/05/25	A	3600.00	CNO01, 2189, AUG-25 TO11-PROJECT MANAGEMENT
		2190H	09/05/25	10/05/25	A	4393.75	CNO01, 2190, AUG-25 TO12-AD HOC CREATIVE & D
	Vendor's Total ----->					10993.75	
09-25	COR01 (CORBIN WILLITS SYSTEMS)	C508151H	08/15/25	09/14/25	A	332.35	COR01, C508151, SEPT-25 SERVICE
09-25	CRA02 (CRANETECH INC.)	57724H	08/27/25	09/26/25	A	1205.00	CRA02, 57724, AUG-25 QTRLY CRANE PREVENTIVE
09-25	DAY02 (DAY & NITE PEST CONTROL)	205296H	08/26/25	09/25/25	A	218.00	DAY02, 205296, 8/21/25 PEST SERVICE
09-25	DEP07 (DMV)	44365468H	09/22/25	10/22/25	A	27.00	DEP07, 44365468, REPLACEMENT TITLE VIN #0997
09-25	DFS01 (DOWNTOWN FORD SACRAMENTO)	2018580	09/10/25	10/10/25	A	37963.53	DFS01, 2018580, PO7942 2025 FORD ESCAPE HYBR
09-25	DIR01 (DIRECT TV)	96X250911H	09/11/25	10/11/25	A	24.00	DIR01, 96X250911, 9/10/25-10/9/25 SERVICE
09-25	DIR02 (DIRECT DEPOSIT OF PAYROLL C	20250829H	09/03/25	10/03/25	A	52614.20	DIR02, PR DIRECT DEPOSIT 8/16/25-8/29/25
		20250912H	09/17/25	10/17/25	A	52656.75	DIR02, PR DIRECT DEPOSIT 8/30/25-9/12/25
		20250831BH	08/31/25	09/30/25	A	350.16	DIR02, PR DIRECT DEPOSIT-BOD 8/1/25-8/31/25

REPORT.: Oct 20 25 Monday
 RUN....: Oct 20 25 Time: 14:06
 Run By.: Daniel Zepeda

LAVTA
 Month End Payable Activity Report
 Prior Period Report for 09-25

Attachment 1
 PAGE: 002
 ID #: PY-AC
 CTL.: WHE

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
09-25	DIR02 (DIRECT DEPOSIT OF PAYROLL)	C20250930BH	09/30/25	10/30/25	A	1170.52	DIR02, PR DIRECT DEPOSIT BOD 9/1/25-9/30/25
			Vendor's Total ----->			106791.63	
09-25	EFT01 (ELECTRONIC FUND TRANSFERS)	20250829H	09/03/25	10/03/25	A	14436.56	EFT01, FEDERAL TAX 8/16/25-8/29/25
		20250912H	09/17/25	10/17/25	A	14408.11	EFT01, FEDERAL TAX 8/30/25-9/12/25
		20250831BH	08/29/25	09/28/25	A	177.74	EFT01, FEDERAL TAX-BOD 8/1/25-8/31/25
		20250909FH	09/08/25	10/08/25	A	1722.04	EFT01, FEDERAL TAX-FINAL PAY L DOMAGAS 8/30-
		20250930BH	09/29/25	10/29/25	A	338.36	EFT01, FEDERAL TAX BOD 9/1/25-9/30/25
			Vendor's Total ----->			31082.81	
09-25	EMP01 (EMPLOYMENT DEVEL DEPT)	20250829H	09/03/25	10/03/25	A	4867.88	EMP01, STATE TAX 8/16/25-8/29/25
		20250912H	09/17/25	10/17/25	A	4893.74	EMP01, STATE TAX 8/30/25-9/12/25
		20250831BH	08/29/25	09/28/25	A	30.80	EMP01, STATE TAX-BOD 8/1/25-8/31/25
		20250909FH	09/08/25	10/08/25	A	483.14	EMP01, STATE TAX-FINAL PAY L DOMAGAS 8/30-9/
			Vendor's Total ----->			10275.56	
09-25	FRE01 (FREMONT RUBBER STAMP CO)	182034	01/29/25	02/28/25	A	60.17	FRE01, 182034, MP2320 BOARD MEMBER NAME PLAT
09-25	GAN01 (GANNETT FLEMING COMPANIES)	56826H	09/22/25	10/22/25	A	7486.00	GAN01, 56826, PO7865 TO2-HYDROGEN RETROFIT 8
		56828H	09/22/25	10/22/25	A	24813.35	GAN01, 56828, PO7869 TO3-HYDROGEN RETROFIT 8
			Vendor's Total ----->			32299.35	
09-25	GHA01 (ARIAN GHANI)	0805-0828H	09/11/25	10/11/25	A	92.40	GHA01, 8/5/25-8/28/25 MILEAGE REIMBURSEMENT
09-25	GOG01 (GO GO GRANDPARENT)	4417	08/31/25	09/30/25	A	916.24	GOG01, 4417, AUG-25 GO TRI VALLEY RIDES
		4418	08/31/25	09/30/25	A	354.78	GOG01, 4418, AUG-25 GO PARATAXI RIDES
			Vendor's Total ----->			1271.02	
09-25	INT03 (INTERNATL EFFECTIVENESS)	43595	08/13/25	09/12/25	A	2502.00	INT03, 43595, MP2405 LAVTA CODE OF CONDUCT T
		43607	09/05/25	10/05/25	A	180.00	INT03, 43607, LAVTA SATISFACTION SURVEY TRAS
			Vendor's Total ----->			2682.00	
09-25	JTH01 (J. THAYER COMPANY)	1733881-0	09/11/25	10/11/25	A	439.56	JTH01, 1733881-0, 9/11/25 PRINTING PAPER
09-25	KIM02 (KIMLEY-HORN AND ASSOC, INC)	30750581	04/30/25	05/30/25	A	8250.00	KIM02, 30750581, APR-25 TO6-LAVTA DISPATCH F
		32077967	06/17/25	07/17/25	A	16425.80	KIM02, 32077967, PO7864 TO1-FACILITY ENHANCE
		32341825	07/31/25	08/30/25	A	4900.00	KIM02, 32341825, JULY-25 TO7-STREETLIGHTS RA
		32747112	08/25/25	09/24/25	A	11623.00	KIM02, 32747112, PO7864 TO1-FACILITY ENHANCE
		32797076	07/31/25	08/30/25	A	2437.50	KIM02, 32797076, JULY-25 TO6-LAVTA DISPATCH
		32885774	09/03/25	10/03/25	A	6978.00	KIM02, 32885774, PO7900 TO3-CLOUD BASED TSP
		33016121	08/31/25	09/30/25	A	4885.00	KIM02, 33016121, TO8-WEST DUBLIN/GOLDEN GATE
		33107525	09/22/25	10/22/25	A	1300.00	KIM02, 33107525, PO7864 TO1-FACILITY ENHANCE
			Vendor's Total ----->			56799.30	
09-25	LIU02 (JOY LIU)	0817-0827H	09/10/25	10/10/25	A	42.70	LIU02, 8/17/25-8/27/25 MILEAGE REIMBURSEMENT
09-25	LIV10 (LIVERMORE SANITATION INC)	2950155H	09/01/25	10/01/25	A	2828.42	LIV10, 2950155, 8/1/25-8/31/25 GARBAGE SERVI
09-25	LVE01 (LV EVENT RENTALS LLC)	230646971H	07/29/25	08/28/25	A	5108.09	LVE01, 230646971, MP2523 EQUIPMENT RENTAL-RO
		230665622H	07/29/25	08/28/25	A	2422.01	LVE01, 230665622, MP2504 A&V EQUIPMENT RENT-
			Vendor's Total ----->			7530.10	
09-25	LYF01 (LYFT, INC)	1206995H	08/31/25	09/30/25	A	7304.16	LYF01, 1206995, AUG-25 GO TRI VALLEY
		1206996H	08/31/25	09/30/25	A	247.51	LYF01, 1206996, AUG-25 GO SAN RAMON
			Vendor's Total ----->			7551.67	
09-25	MAZ01 (MAZE & ASSOCIATES)	54289H	08/29/25	09/28/25	A	17240.00	MAZ01, 54289, FY25 AUDIT WORK #2-8/29/25
09-25	MER01 (MERCHANT SERVICES)	TC083125H	08/31/25	09/30/25	A	119.77	MER01, AUG-25 TC CC STATEMENT
		MOA083125H	08/31/25	09/30/25	A	92.51	MER01, AUG-25 MOA CC STATEMENT
			Vendor's Total ----->			212.28	
09-25	MVT01 (MV TRANSPORTATION, INC.)	135358H	09/03/25	10/03/25	A	490000.00	MVT01, 135358, SEPT-25 1ST INSTALL PAYMENT
		135359H	09/03/25	10/03/25	A	490000.00	MVT01, 135359, SEPT-25 2ND INSTALL PAYMENT
		JULY-2025H	08/03/25	09/02/25	A	220277.35	MVT01, JULY-25 FIXED ROUTE MONTHLY SERVICE
			Vendor's Total ----->			1200277.35	

REPORT.: Oct 20 25 Monday
 RUN....: Oct 20 25 Time: 14:06
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LAVTA
 Month End Payable Activity Report
 Prior Period Report for 09-25

Attachment 1
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 ID #: PY-AC
 CTL.: WHE

Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
09-25	NTA01 (NTAV INC)	1159H	08/19/25	09/18/25	A	4050.00	NTA01, 1159, PO7939 EMERGENCY NETWORK SUPPOR
09-25	OAK01 (OAKS BUSINESS PK OWNERS)	4THQTR-25H	10/01/25	10/31/25	A	4910.04	OAK01, 4TH QTR 2025 BUSINESS PARK DUES
09-25	PAC02 (PACIFIC GAS AND ELECTRIC)	580090425H	09/04/25	10/04/25	A	15252.71	PAC02, 5809326332-3, MOA ELECTRIC 7/30/25-8/
		606090225H	09/02/25	10/02/25	A	1534.39	PAC02, 6062256368-6, ATLANTIS 7/28/25-8/25/2
		726082825H	08/28/25	09/27/25	A	2214.03	PAC02, 7264840356-5, BUS STOPS 7/21/25-8/18/
		764081525H	08/15/25	09/14/25	A	178.72	PAC02, 7649646868-7, DOOLAN TWR 7/11/25-8/10
		900081225H	08/12/25	09/11/25	A	364.37	PAC02, 9007202117-4, MOA GAS 7/12/25-8/11/25
		900091125H	09/11/25	10/11/25	A	353.49	PAC02, 9007202117-4, MOA GAS 8/12/25-9/10/25
		Vendor's Total ----->				19897.71	
09-25	PAC11 (PACIFIC ENVIRONMENTAL SERVI	3030H	09/03/25	10/03/25	A	260.00	PAC11, 3030, AUG-25 RUTAN MONTHLY SERVICE
		3031H	09/03/25	10/03/25	A	260.00	PAC11, 3031, AUG-25 ATLANTIS MONTHLY SERVICE
		Vendor's Total ----->				520.00	
09-25	PER01 (PERS)	20250829CH	09/03/25	10/03/25	A	5687.63	PER01, PERS CLASSIC CONTRIBUTION 8/16/25-8/2
		20250829NH	09/03/25	10/03/25	A	7168.29	PER01, PERS NEW CONTRIBUTION 8/16/25-8/29/25
		20250912CH	09/17/25	10/17/25	A	5687.63	PER01, PERS CLASSIC CONTRIBUTION 8/30/25-9/1
		20250912NH	09/17/25	10/17/25	A	7164.70	PER01, PERS NEW CONTRIBUTION 8/30/25-9/12/25
		Vendor's Total ----->				25708.25	
09-25	PER02 (CALPERS RETIREMENT SYSTEM)	GASB-2025H	08/25/25	09/24/25	A	350.00	PER02, GASB-68 REPORTING FEES FY26
09-25	PER03 (CAL PUB EMP RETIRE SYSTM)	OCT-2025H	09/14/25	10/14/25	A	43587.35	PER03, OCT-25 PERS HEALTH INSURANCE
09-25	PER04 (CALPERS RETIREMENT SYSTEM)	20250829H	09/03/25	10/03/25	A	2787.37	PER04, PERS 457 CONTRIBUTION 8/16/25-8/29/25
		20250912H	09/17/25	10/17/25	A	2795.34	PER04, PERS 457 CONTRIBUTION 8/30/25-9/12/25
		Vendor's Total ----->				5582.71	
09-25	PEX01 (PEX CARD)	9-3DEPOSIH	09/05/25	10/05/25	A	10000.00	PEX01, 9/3/25 PEX CARDS ACCOUNT DEPOSIT
09-25	PRE03 (PREMIER SECURITY SOLNS CO)	PSI-23356H	08/19/25	09/18/25	A	3222.17	PRE03, PSI-23356, MP2485 TELGUARD COMMUNICAT
09-25	RMT01 (RMT LANDSCAPE CONTRACTORS I	20250846H	08/15/25	09/14/25	A	10830.00	RMT01, 20250846, 8/10/25-9/9/25 LANDSCAPING
		20250960H	09/19/25	10/19/25	A	1946.00	RMT01, 20250960, MP2520 ATLANTIS REPAIR-VALV
		20250961H	09/19/25	10/19/25	A	1392.00	RMT01, 20250961, MP2519 TC REPAIR-BROKEN VAL
		Vendor's Total ----->				14168.00	
09-25	SCF01 (SC FUELS)	764537H	08/22/25	09/21/25	A	24711.68	SCF01, 764537, 8/22/25 FUEL DELIVERY
		767317H	08/28/25	09/27/25	A	25837.08	SCF01, 767317, 8/28/25 FUEL DELIVERY
		Vendor's Total ----->				50548.76	
09-25	SDI01 (SDI PRESENCE LLC)	20170H	08/31/25	09/30/25	A	11455.38	SDI01, 20170, IT MODERNIZATION/CONSULTING 8/
		20346H	08/31/25	09/30/25	A	11630.50	SDI01, 20346, IT MODERN-SYSTEM ENGINEER 8/31
		Vendor's Total ----->				23085.88	
09-25	SHE05 (SHELL)	AUG-2025H	09/06/25	10/06/25	A	84.95	SHE05, AUG-25 CC STATEMENT GAS CARDS
09-25	SHI02 (SHI INTERNATIONAL CORP)	B20203512	08/29/25	09/28/25	A	14384.38	SHI02, B20203512, PO7936 CROWDSTRIKE FALCON
09-25	SOL01 (SOLUTIONS FOR TRANSIT)	25-0905LAH	09/05/25	10/05/25	A	2083.33	SOL01, 25-0905LAVTA, AUG-25 CLIPPER ANALYSIS
09-25	SPE03 (SPECTRIO LLC)	1833694H	09/01/25	10/01/25	A	1368.36	SPE03, 1833694, ANNUAL ON-HOLD SERVICE 9/25-
09-25	STA01 (STATE COMPENSATION FUND)	AUG-2025H	08/21/25	09/20/25	A	1292.33	STA01, AUG-25 WORKER'S COMP PREMIUM
09-25	TAC01 (TAC ENERGY)	3258891H	09/10/25	10/10/25	A	25754.31	TAC01, 3258891, 9/9/25 FUEL DELIVERY
		3265600H	09/18/25	10/18/25	A	26940.28	TAC01, 3265600, 9/16/25 FUEL DELIVERY
		Vendor's Total ----->				52694.59	
09-25	TAX01 (HERB HASTINGS)	0808-0822H	09/10/25	10/10/25	A	96.73	TAX01, PARATAXI REIMBURSEMENT 8/8/25-8/22/25
09-25	TPA01 (TOWNSEND PUBLIC AFFAIRS INC	23978H	09/01/25	10/01/25	A	6000.00	TPA01, 23978, SEPT-25 STATE ADVOCACY/CONSULT
09-25	TPG01 (VILLAGE INSTANT PRINTING)	82329H	09/11/25	10/11/25	A	1584.16	TPG01, 82329, MP2531 FARES & POLICIES BROCHU

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LAVTA
 Month End Payable Activity Report
 Prior Period Report for 09-25

Attachment 1
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Period	Vendor # (Name)	Invoice Number	Invoice Date	Due Date	Disc. Terms	Gross Amount	Description
09-25	TTR01 (TRANSTRACK SYSTEMS INC)	2022H	09/12/25	10/12/25	A	8477.00	TTR01, 2022, APC CLEANSING & RIDECHECK 10/25
09-25	TX242 (BONNIE WOLF)	0819-0825H	09/10/25	10/10/25	A	60.00	TX242, PARATAXI REIMBURSEMENT 8/19/25-8/25/2
09-25	TX254 (HOSSEIN SHAHRZAD)	0701-0730 0804-0828	09/10/25 09/10/25	10/10/25 10/10/25	A A	290.54 162.28	TX254, PARATAXI REIMBURSEMENT 7/1/25-7/30/25 TX254, PARATAXI REIMBURSEMENT 8/4/25-8/28/25
		Vendor's Total ----->				452.82	
09-25	TX261 (SOUMYA UPADYHAY)	07-20-25	09/10/25	10/10/25	A	30.00	TX261, PARATAXI REIMBURSEMENT 7/20/25
09-25	TX262 (RICKY SHUM)	0808-0811	09/10/25	10/10/25	A	25.89	TX262, PARATAXI REIMBURSEMENT 8/8/25-8/11/25
09-25	TX263 (BARBARA STERRETT)	0726-0804	09/10/25	10/10/25	A	59.50	TX263, PARATAXI REIMBURSEMENT 7/26/25-8/4/25
09-25	VOR01 (VORTEX INDUSTRIES, LLC.)	432062158H	07/11/25	08/10/25	A	8662.98	VOR01, 432062158, MP2463 REPLACE FIRE RATED
09-25	WEG01 (CHRISTY WEGENER)	0717-0916H 0914-0921H	09/19/25 09/11/25	10/19/25 10/11/25	A A	58.36 322.00	WEG01, 7/17/25-9/16/25 EXPENSE REIMBURSEMENT WEG01, 9/14/25-9/21/25 TRAVEL PER DIEM
		Vendor's Total ----->				380.36	
09-25	YEA01 (JENNIFER YEAMANS)	0605-0904H	09/05/25	10/05/25	A	39.20	YEA01, 6/5/25-9/4/25 MILEAGE REIMBURSEMENT
Total of Purchases -->						1878284.00	

STAFF REPORT

SUBJECT: Changes to the Treasurer's Report

FROM: Tamara Edwards, Director of Finance

DATE: October 28, 2025

Action Requested

Review and provide feedback on the updated Treasurers Report format.

Background

At a previous Finance and Administration Committee meeting, Vice Chair McCorriston asked about changing the format of the Treasurer's Report to include trend data in addition to monthly and year to date amounts. Additionally, Vice Chair McCorriston requested that the revenues and expenses be reported by category rather than by each account number. A draft of this was brought to the Committee in June for further feedback.

Discussion

Based on the Committee feedback in June, staff made adjustments and is bringing a revised draft to the Committee for additional feedback. The monthly Treasurer's Report would be adjusted to this new format, however the check listing would not be included in the committee and Board packets as a separate agenda item.

Recommendation

Review the new Treasurers Report format and provide feedback.

Attachments:

1. September 2025 Treasurer's Report: draft new format.

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
BALANCE SHEET
FOR THE PERIOD ENDING:
September 30, 2025**

ASSETS:

101 PETTY CASH	200	
102 TICKET SALES CHANGE	240	
105 CASH - GENERAL CHECKING	16,773,304	
106 CASH - FIXED ROUTE ACCOUNT	14,692	
107 Clipper Cash	835,066	
109 BOC	46	
120 ACCOUNTS RECEIVABLE	(1,961,585)	
135 INVESTMENTS - LAIF	19,404,095	
13599 INVESTMENTS - LAIF Mark to Market	(43,343)	
14001 Due From Rail	2,930,530	
150 PREPAID EXPENSES	130,684	
160 OPEB ASSET	69,638	
165 DEFFERED OUTFLOW-Pension Related	777,421	
166 DEFFERED OUTFLOW-OPEB	593,386	
170 INVESTMENTS HELD AT CALTIP	0	
175 CEPPT RESTRICTED INVESTMENTS	310,502	
111 NET PROPERTY COSTS	57,761,136	
TOTAL ASSETS		97,596,011

LIABILITIES:

205 ACCOUNTS PAYABLE	(670,905)	
211 PRE-PAID REVENUE	2,853,203	
21101 Clipper to be distributed	740,720	
22000 FEDERAL INCOME TAXES PAYABLE	0	
22010 STATE INCOME TAX	58	
22020 FICA MEDICARE	(47)	
22050 PERS HEALTH PAYABLE	0	
22040 PERS RETIREMENT PAYABLE	(98)	
22030 SDI TAXES PAYABLE	23	
22070 AMERICAN FIDELITY INSURANCE PAYABLE	643	
22090 WORKERS' COMPENSATION PAYABLE	138,559	
22100 PERS-457	0	
22110 Direct Deposit Clearing	0	
22120 Compensated absenses	126,117	
23101 Net Pension Liability	1,605,376	
23105 Deferred Inflow- OPEB Related	374,181	
23104 Deferred Inflow- Pension Related	141,094	
23103 INSURANCE CLAIMS PAYABLE	(345)	
23102 UNEMPLOYMENT RESERVE	7,889	
TOTAL LIABILITIES		5,316,469

FUND BALANCE:

301 FUND RESERVE	57,544,179	
304 GRANTS, DONATIONS, PAID-IN CAPITAL	32,164,157	
30401 SALE OF BUSES & EQUIPMENT	86,871	
FUND BALANCE	2,484,336	
TOTAL FUND BALANCE		92,279,542
TOTAL LIABILITIES & FUND BALANCE		97,596,011

FY 2026	FY 2026												YTD % of Budget
	Actual	Actual	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	
Actual	Actual	Actual	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	
Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	FY 2026	
33	62	45	256	256	256	256	256	256	256	256	256	2,442	6%
442	4	15,219	966	966	966	966	966	966	966	966	966	24,363	64%
475	66	15,264	1,222	1,222	1,222	1,222	1,222	1,222	1,222	1,222	1,222	26,805	
161	163	164	183	183	183	183	183	183	183	183	183	2,137	23%
225	71	65	125	125	125	125	125	125	125	125	125	1,485	24%
173	276	140	197	197	197	197	197	197	197	197	197	2,360	25%
1,212	1,251	1,248	1,512	1,512	1,512	1,512	1,512	1,512	1,512	1,512	1,512	17,318	21%
52	128	98	145	145	145	145	145	145	145	145	145	1,582	18%
50	33	33	45	45	45	45	45	45	45	45	45	520	22%
777	-4	-17	14	14	14	14	14	14	14	14	14	880	86%
5	12	10	10	10	10	10	10	10	10	10	10	114	23%
0	2	2	14	14	14	14	14	14	14	14	14	130	3%
28	2	14	26	26	26	26	26	26	26	26	26	279	16%
2,685	1,933	1,757	2,270	2,270	2,270	2,270	2,270	2,270	2,270	2,270	2,270	26,805	24%
-2,210	-1,867	13,507	-1,048	-1,048	-1,048	-1,048	-1,048	-1,048	-1,048	-1,048	-1,048	0	
0	-2	-99	0	0	0	0	0	0	0	0	0	0	
-2,210	-1,869	13,408	-1,048	-1,048	-1,048	-1,048	-1,048	-1,048	-1,048	-1,048	-1,048	0	
0	0	0	0	0	0	0	0	0	0	0	0	0	

(\$ Thousands)

Operating Revenue

Passenger Fares

Other Income

Total Operating Revenue

Operating Expenses

Labor

Fringe Benefits

Services

Purchased Transportation

Fuel and Supplies

Utilities

Insurance

Taxes

Advertising

Misc.

Total Operating Expenses

Capital Expenditures

Fund Balance - Operating

Fund Balance - Capital

Fund Balance - Operating and Capital

Reserves (Cash and Investments)

Unrestricted

Restricted

Total Reserves

	FY 2025													YTD % of Budget
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Budget FY 2025	
	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25		
Operating Revenue														
Passenger Fares	206	82	112	80	206	167	163	203	69	224	211	490	2,600	85%
Other Income	205	15	547	350	14,001	530	2,028	348	251	110	322	2,657	22,497	95%
Total Operating Revenue	411	97	659	430	14,207	696	2,190	551	320	2,211	534	3,147	25,097	
Operating Expenses														
Labor	148	153	152	152	231	153	153	154	151	155	234	188	2,244	90%
Fringe Benefits	203	67	62	58	63	75	21	120	645	75	84	23	1,657	90%
Services	370	156	74	87	219	232	181	94	185	172	147	268	2,754	79%
Purchased Transportation	958	1,038	1,316	1,088	1,028	1,017	1,073	1,447	1,200	1,189	1,196	1,609	14,751	96%
Fuel and Supplies	28	154	72	100	27	149	69	118	110	70	96	158	1,948	59%
Utilities	46	32	34	33	39	35	43	31	36	40	31	68	521	90%
Insurance	734	-1	-6	0	1	-1	0	0	-5	2	-4	137	649	132%
Taxes	2	14	7	12	2	15	9	9	10	13	9	17	112	107%
Advertising	0	8	5	1	2	1	14	1	0	5	0	13	174	29%
Misc.	52	35	21	29	46	19	49	-62	23	7	20	61	288	104%
Total Operating Expenses	2,541	1,656	1,738	1,561	1,657	1,695	1,612	1,912	2,355	1,728	1,814	2,542	25,097	91%
Capital Expenditures														
Fund Balance - Operating	-2,129	-1,559	-1,079	-1,130	12,550	-999	579	-1,361	-2,035	484	-1,280	605	0	
Fund Balance - Capital	0	-4	-10	-7	-27	-100	-296	-172	-331	-36	-450	-3,174	0	
Fund Balance - Operating and Capital	-2,129	-1,563	-1,089	-1,138	12,522	-1,099	282	-1,533	-2,366	447	-1,730	-2,569	0	
Reserves (Cash and Investments)														
Unrestricted														
Restricted														
Total Reserves	0	0	0	0	0	0	0	0	0	0	0	0	0	

STAFF REPORT

SUBJECT: Draft Fiscal Year 2025 Annual Comprehensive Financial Report (ACFR)

FROM: Tamara Edwards, Director of Finance

DATE: October 28, 2025

Action Requested

Review the Draft Fiscal Year 2025 Annual Comprehensive Financial Report (ACFR) and forward to the Board for consideration.

Background

The Finance Department has prepared the ACFR following the guidelines of the Government Finance Officers Association and in conformance with generally accepted accounting principles for state and local governmental entities established by the Governmental Accounting Standards Board. There are four sections to this report: *Introductory*, *Financial*, *Statistical* and *Compliance*.

Discussion

Attached for the Committee's review is the draft Annual Comprehensive Financial Report for the fiscal year ending June 2025. This report includes the annual audit prepared by Maze and Associates and staff stating that for the period audited, there were no findings.

David Alvey from Maze and Associates will be attending the Committee meeting to provide an overview and answer any questions.

Staff will bring the final draft to the November Board meeting for approval.

Recommendation

Staff requests that the Finance and Administration committee review the draft 2025 ACFR and forward to the Board for approval.

Attachments:

1. Draft LAVTA 2025 Annual Comprehensive Financial Report
2. Draft Memorandum of Internal Control (MOIC)
3. Draft Required Communications

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Year End – 6/30/2025

Annual Comprehensive Financial Report

**Livermore Amador Valley Transit
Authority**
1362 Rutan Court, Suite 100
Livermore, CA 94551

wheelsbus.com
Office: (925) 455-7555
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DRAFT

**LIVERMORE AMADOR VALLEY
TRANSIT AUTHORITY
LIVERMORE, CALIFORNIA**

ANNUAL COMPREHENSIVE FINANCIAL REPORT

FOR THE YEAR ENDED JUNE 30, 2025

WITH

SUMMARIZED COMPARATIVE

INFORMATION FOR THE

YEAR ENDED JUNE 30, 2024

PREPARED BY THE FINANCE DEPARTMENT

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Introduction Section

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LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

ANNUAL COMPREHENSIVE FINANCIAL REPORT

For the Year Ended June 30, 2025

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LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

ANNUAL COMPREHENSIVE FINANCIAL REPORT

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November 1, 2025

**The Board of Directors and the Citizens Served by the
Livermore Amador Valley Transit Authority**

We are pleased to present the Comprehensive Annual Financial Report of the Livermore Amador Valley Transit Authority (the Authority) for the fiscal year July 1, 2024, through June 30, 2025.

This report has been prepared by the Finance Department following the guidelines recommended by the Government Finance Officers Association of the United States and Canada (GFOA) and is in conformance with generally accepted accounting principles for state and local governmental entities established by the Governmental Accounting Standards Board (GASB). Generally accepted accounting principles require that management provide a narrative introduction, overview and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The Authority's MD&A can be found immediately following the report of the independent auditors. Responsibility for the accuracy, completeness and fairness of the presented data and the clarity of presentation, including all disclosures, rests with the management of the Authority.

In accordance with the above-mentioned guidelines, the accompanying report consists of four sections:

1. The *Introductory Section* contains this letter of transmittal, a discussion of the Authority's operations, accomplishments and future goals and projects, a list of principal officials and the Authority's organization chart.
2. The *Financial Section* begins with the Independent Auditors' Reports and Financial Statements. The notes, an integral part of the Financial Statements, are intended to further enhance an understanding of the Authority's current financial status.
3. The *Statistical Section* provides information that is useful for understanding the Authority's financial condition and depicting the past 10 years of history and financial and operational trends of the Authority.
4. The *Compliance Section* includes the Auditors' reports required under the federal Single Audit Act, State Transportation Development Act, Measure B, and Measure BB and it provides assurance of the Authority's compliance with those laws and related regulations.

BACKGROUND INFORMATION

History

In 1985, the County of Alameda joined with the Cities of Livermore, Pleasanton, and Dublin to execute a Joint Powers Agreement (JPA), pursuant to Government Code 6500 et. seq., creating the Livermore Amador Valley Transit Authority. Under the JPA, the Authority's charter was to provide public transit service in the Livermore Amador Valley without the imposition of any new local taxes.

The existing Wheels system is an outgrowth of the transit services previously operated in Livermore (City of Livermore-RIDEO) and Pleasanton/Dublin. The services in the three cities were consolidated under the Authority in 1987.

The Authority has come a long way over the years. In early 1990 the fixed route fleet was upgraded with the delivery of 34 new Gillig buses. That year almost 680,000 passengers were transported at a rate of 10.3 passengers per hour. Today, the Authority's fixed route fleet has 60 Gillig buses, which includes vehicles for both local fixed route and bus rapid transit (BRT) service. In fiscal year 2025 the Authority transported over 1.3 million passengers, representing a very small 1% decrease from the previous fiscal year. Like most transit agencies, Wheels ridership is still lower than the pre-pandemic levels; however, ridership has returned nearly in full on weekends and continues to surpass 80% pre-Pandemic ridership on weekdays.

The Authority

The Authority's reporting entity includes only the Authority; it is legally separate and financially independent as defined in the Governmental Accounting Standards Board (GASB) Statement No. 14 "The Financial Reporting Entity." The Authority provides financial oversight and assistance to the Tri-Valley – San Joaquin Valley Regional Rail Authority. No other entity exists for which the Authority exercises oversight responsibility or has a special financing arrangement.

The Authority operates under the name *Wheels* and serves the cities of Livermore, Dublin and Pleasanton, and some unincorporated areas of Alameda County (Tri-Valley Area). The mission of the Livermore Amador Valley Transit Authority is to provide equal access to a variety of safe, customer oriented, reliable, and affordable public transportation choices, increasing the mobility and improving the quality of life of those who live or work in and visit the Tri-Valley area.

As a Joint Powers Authority, a seven-member Board of Directors governs the agency. Two elected officials are appointed from each city's City Council, and the County Board of Supervisors appoints one member. Directors meet once a month to determine overall policy for the Authority. Monthly committee meetings provide oversight in two areas: finance and administration; and projects and services. Additional input to the Board comes from a nine-member Tri-Valley Accessibility Advisory Committee representing the interests of those with mobility challenges.

The Executive Director oversees the general operations of the transit system in accordance with the policy direction prescribed by the Board of Directors. During the 2025 fiscal year, Authority staff included a Director of Customer Experience, Director of Finance, Director of Operations and Planning, Manager of Capital Projects, Senior Transit Planner, Operations Analyst: Fleet & ITS, Paratransit Planner, Senior Grants and Management Specialist, Senior Operations Specialist, Senior Marketing and Communications Specialist, Executive Assistant, Accounting Analyst, Customer Service Supervisor, and two Customer Service Representatives.

Since its formation, the Authority has contracted with private companies for the day-to-day operation of its services. In fiscal year 2025, fixed route operations and vehicle maintenance were provided under contract with MV Transportation, Inc. Paratransit services were provided under contract with County Connection and their subcontractor Transdev. In 2025 LAVTA re-procured its operations and maintenance contract for a three-year base term beginning July 1, 2025.

The Authority has launched an update to its Strategic Plan, which will be completed in the first half of fiscal year 2026. The new Strategic Plan will update the Authority's mission and vision statements, as well as prioritize initiatives. The Strategic Plan will include a 3-5 year implementation plan which will be used to guide the annual operating budget, staff workplans and workforce development processes.

Services

The Livermore Amador Valley Transit Authority provides local public transit services to the cities of Dublin, Livermore, and Pleasanton and to the adjacent unincorporated areas of Alameda County, and is an important connector to regional rail systems BART and ACE. The service area covers approximately 40 square miles and has approximately 237,000 residents. The service area is divided into two sub-areas: Pleasanton/Dublin and Livermore.

The Authority provides the following transportation services: Fixed Route (Wheels) Service, Bus Rapid Transit (Rapid) Service, Demand Responsive Paratransit Service (Dial-A-Ride) to senior and disabled persons, discounted on rideshare trips through a partnership with Transportation Network Companies (TNC), and discounted trips on taxi and TNC trips for eligible persons through its Para-Taxi program.

The Wheels Fixed Route system consists of the following services:

Wheels	Local and sub-regional fixed route system.
Rapid	Local and sub-regional bus rapid transit system.

Wheels fixed route service runs 365 days a year. On an average weekday, in FY25 the Authority's fixed route fleet carried an average of 4,658 passengers per weekday. FY25 saw a decrease in ridership of 1% over FY24.

Service changes in FY25 were mostly focused on reconnecting routes to BART after BART modified the Blue Line train schedule in August 2024 and January 2025. Additionally, Route 201 was introduced for service to Dublin's new Emerald High School, with associated modifications to the local school-tripper routes serving Dublin High School. On-time performance fell over the year primarily due to increased traffic throughout the Tri-Valley; in FY26 the agency will be focused on improving on-time performance through modifications of running times and implementation of cloud-based transit-signal priority.

The Authority's fixed route service is supplemented by Dial-A-Ride paratransit service, which transported 33,873 customers in FY2025. The Authority has focused on improved information and education on transportation options, including the fixed route system and Para-Taxis well as eligibility policies.

In July 2021, the Agency took a significant step towards improving transportation services in the East Bay by collaborating with three other transit operators in the region to introduce the Regional One Seat Ride (OSR) Paratransit Pilot Program. This innovative initiative aimed to revolutionize the way paratransit clients made regional trips by offering seamless, transfer-free rides that extended beyond the traditional service-area boundaries of individual transit operators. Partner agencies include County Connection, Tri Delta Transit, and WestCat. OSR ran for four years as a pilot service; in FY25, the LAVTA Board took action to make the program permanent.

The primary objective of the OSR program was to streamline and improve the regional transit experience, with a particular focus on serving those with mobility challenges who rely on ADA paratransit services. Since its inception, the OSR program has made remarkable strides, with a total of 3,640 trips taken by customers in FY25. This figure underscores the growing demand for a transfer-free, streamlined transportation solution in the East Bay region.

ACCOUNTING SYSTEM AND BUDGETARY CONTROLS

The Authority is accounted for as a single enterprise fund using the accrual method of accounting. In developing and evaluating the accounting system, emphasis is placed on the adequacy of internal accounting controls.

Internal Accounting Controls

Internal accounting controls are designed to provide reasonable, but not absolute, assurance regarding:

1. The safeguarding of assets against loss from unauthorized use or disposition; and
2. The reliability of financial records used in preparing financial statements and accounting for assets.

The concept of reasonable assurance recognizes that:

1. The cost of control should not exceed the benefits likely to be derived; and
2. The evaluation of costs and benefits requires estimates and judgments by management.

All internal control evaluations occur within the above framework. We believe that the Authority's internal accounting controls adequately safeguard assets and provide reasonable assurance of proper recording of financial transactions.

Cash Management

The Authority investment objectives are to minimize market risks while maintaining a competitive yield on its portfolio. The Authority's practice is to limit its investments to the State of California Local Agency Investment Fund (LAIF).

All cash deposits are either insured by the Federal Depository Insurance Corporation or collateralized by U.S. Government Securities. The depositories are required by State law to maintain a collateral pool of securities with market value in excess of 110% of the amount of the deposit.

Budgetary Controls

Although not legally required to do so, the Authority adopts an annual operating and capital budget. The Board of Directors has unlimited authority to approve or amend the adopted budget. The budget is based on Authority goals and objectives adopted annually by the Board of Directors as part of the budget process as well as the Strategic Plan originally adopted December 2005 and reviewed annually. The balanced budget, with adequate reserves to cover excess expenses over revenues, is adopted by resolution in May.

Budgetary control is maintained at the department level for each operating department and at the project level for each capital project. The Executive Director must authorize overruns within a department. Any overruns of the Authority as a whole require a budget revision and must be authorized by the Board of Directors.

Risk Management

On May 1, 2000, the Authority became a member of the California Transit Insurance Pool (CalTIP), a joint powers authority that provides annual general liability and physical damage coverage up to \$10,000,000 in the aggregate. The authority has a \$25,000 deductible for general liability claims and has a \$5,000 deductible for physical damage claims on vehicles valued over \$50,000 or operated by the Operations contractor, and \$2,500 on staff vehicles with a value of less than \$50,000. As a member of CalTIP the Authority has a seat on the governing board. The Board of Directors consists of representatives from all the member organizations.

In addition to the coverage provided through CalTIP, the Authority has commercial insurance coverage for property damage, boiler and machinery loss, and workers' compensation. Below is a summary of the Authority's current insurance program and related coverage.

<u>Insurance</u>	<u>Liability Limit</u>
Property	\$350,000,000
Inland Marine (valuable papers)	No-sublimit for Valuable Papers
Boiler and Machinery	\$25,000,000 per occurrence
Underground Storage Tank	\$1,000,000 Occurrence/\$1,000,000 Aggregate

The Authority's deductible amounts are \$10,000 or less.

Independent Audit

State law requires that independent auditors, selected by the Board of Directors, audit the financial statements of the Authority. The fiscal year ended June 30, 2025 audit was conducted by Maze & Associates and their report is included in the Financial Section. Maze & Associates has also audited the Authority's compliance with the Transportation Development Act, a state law governing the expenditure of Local Transportation Funds; and State Transit Assistance, the Single Audit Act and regulations, the law, rules and regulations governing expenditures of federal awards; Measure BB funds, and State of Good Repair (SGR) funds. The Auditors' reports on compliance are presented in the Compliance Section of this report. In all cases the Auditor's reports are "unmodified" meaning there were no compliance exceptions.

FISCAL YEAR IN REVIEW

LAVTA's FY25 Budget was \$25,035,641 which was 1.69% higher than FY25. LAVTA was able to comply with the Board's policy to maintain reserves equivalent to 3-6 months of operating costs.

The capital program had three major areas of focus: Improvements to bus stops and shelters, revamping the plans for the Atlantis Facility to accommodate the growing system, and the hydrogen retrofit of the maintenance area at the Rutan facility.

Fiscal Year 2025 Accomplishments

While the previous section summarizes the financial situation last year, this section describes the work accomplished in FY25. In addition to the on-going workload of the agency, staff have been busy this year on the following issues and projects.

Fixed Route Service/Planning –Adjusted schedules in August 2024 in response to BART schedule changes; modified Route 30R schedule in February 2025 to improve OTP. Introduced new route 201 to Emerald High School in August 2024. Adjusted supplemental school service to match new school bell times. Implemented a new summer schedule for Route 10R to respond to a seasonal detour in Downtown Pleasanton. A refresh was done of all onboard car cards, and new static ride guides were installed at BART and the Transit Center.

Paratransit Service – Worked with County Connection on paratransit contractor oversight. Provided ongoing monitoring of the One Seat Ride Program, which was made into a permanent program in FY25. Expanded the Para Taxi program and increased both the maximum subsidy per trip to \$30, and the total subsidy per month to \$300.

On-Demand Services: The Go Tri-Valley discount program with Uber and Lyft continued to grow in ridership, necessitating another adjustment to the program in Summer 2025 to control costs. The Para-Taxi program was expanded with an increased subsidy available per trip (from \$20 to \$30) and increased monthly cap from \$200 to \$300.

Capital Projects – Substantially completed the Rutan Hydrogen Retrofit project which will allow for the safe maintenance of hydrogen fuel cell buses at the Rutan facility; finished repainting the Livermore Transit Center passenger canopy and signature stop on Railroad Ave; began design for the Passenger Facilities Enhancement project and the cloud-based Transit Signal Priority upgrade and expansion project.

Audits/Reviews - Had a successful FTA Triennial audit with zero findings; completed the FY24 Financial Audit (ACFR); completed the MTC Triennial audit of TDA funds, a worker's compensation audit, two audits on RM2 funding and one for RM3.

Financial Management - received GFOA's Award of Excellence for Financial Reporting for FY24 ACFR;

FUTURE OUTLOOK

LAVTA's FY26 adopted Budget is \$26,830,558 which is 7% higher than FY25. The budget allows for up to 128,656 total hours of service, which is approximately 5.8% higher than the hours budgeted in FY25. Given the increase in costs associated with the new Operations and Maintenance Contract, to balance the FY26 operating budget, the agency had to utilize one-time funds from reserves (\$2.4M) and is facing a structural deficit moving forward. Without identification of new revenues, the agency will likely need to significantly reduce costs (service) in the near future. To address the agency's structural deficit, LAVTA successfully advocated to be named as an eligible recipient of funds in the future regional transportation revenue measure (SB 63 – Wiener/Arreguin). If signed by the Governor, it will authorize a revenue measure to be placed on the November 2026 ballot. The Budget for FY26 continues to comply with the Board's policy to maintain reserves equivalent to 3-6 months of operating costs.

FY26's major operational highlight will be the start of the new Fixed Route Operations and Maintenance Contract, which started July 1, 2025. With the installation of new technology and software systems, LAVTA's focus in FY26 will be improving on-time performance and connectivity to the regional rail network. Additionally, the agency will look at options to re-route Route 10R off Neal Street in Downtown Pleasanton.

Additionally, in the fall 2025 the Agency will complete its 2030 Strategic Plan which guide the agency's priorities and projects over the next five years. The agency will be undertaking an update to its Innovative Clean Transit (ICT) Zero Emissions Bus (ZEB) transition plan this year and is expected to

LAVTA's FY26 capital program will advance multiple major capital projects to the construction stage, including:

- Passenger Facilities Enhancement Project: Design is underway for passenger facing improvements at Dublin/Pleasanton BART, Las Positas College, and the Lawrence Livermore/Sandia National Labs.
- Livermore Transit Center Improvements: The final work at the Livermore Transit Center, including new lighting and monument signage, will be complete in FY26.
- Cloud Based Transit Signal Priority Upgrade and Expansion: Design will be substantially complete before the end of 2025; the agency will move into the procurement phase in early 2026.

Fiscal Year 2026 Goals

The new Wheels 2030 Strategic Plan, which is expected to be adopted in November 2025, establishes an overall vision and mission for Wheels and contains a series of goals and strategies to guide the future development of services and projects. Below is a chart of the updated five goal areas, with the specific goals and the associated example projects that will be undertaken in FY26.

Goal Area 1: Service Development	Example FY26 Projects
Assess LAVTA's service area network, monitor ridership trends, evaluate routes, and make recommendations for meeting current demand and community priorities.	-Launch the 2027 Short-Range Transit Plan (SRTP) including an enhanced analysis of ridership and operational data, and public input -Continue to balance available resources with service demand and utilization
Ensure connectivity to the regional transit system.	-Use of MTC's Transit Transfer Analysis Tool (TTAT) tool on a regular basis in scheduling -Use of Swiftly on-time performance and run time modules regularly to inform scheduling -Examination of real time on-time performance data for BART to inform potential adjustment of transfer window
Improve accessibility for all riders with disabilities.	-Implement accessibility improvements at bus stops -Address accessibility complaints in a timely manner -Implement Wheels Access/Mobility Management program
Adjust fare structure to align with the costs of service delivery.	-Implement a fare increase in FY26 and potentially FY27 -Monitor results

Goal Area 2: Marketing and Communications	Example FY26 Projects
Continue to improve customer information for enhanced access and accuracy.	-Regularly update website with accurate content in a timely manner -Implement ride guides at high ridership bus stops and transit hubs -Manage and improve GTFS feed -Install new or updated real time signs at bus stops along Rapid corridors
Resolve all customer complaints and incident investigations in a timely manner.	-Ongoing call center efforts -Analyze complaint trends
Implement a comprehensive public information campaign to ensure awareness of LAVTA's services and capabilities.	-Develop and implement public information campaign in preparation for the 2026 Regional Measure
Facilitate the integration of electronic fare systems and transition to digital fare media.	-Complete Agency transition to Clipper 2.0 and open payments, ensuring customer service and operations staff are trained -Support MTC's transition of new and existing customers to Clipper 2.0 -Develop marketing or outreach campaign to encourage use of Clipper -Target routes and bus stops near hotels and the Outlets to promote open payments -Complete transition to ACE CST and digital fare media

Goal Area 3: Advocacy and Partnerships	Example FY26 Projects
Participate and advocate for LAVTA's interests in regional business development, MTC-led initiatives and committees.	-Participate in Clipper Executive Board and Regional Network Management Activities -Staff engagement in MTC-led initiatives, including Regional Mapping and Wayfinding, Transit Priority, Accessibility, and Fare Integration
Continue to build and grow relationships with adjacent cities and counties, and State and Federal delegations.	-Complete LAVTA's annual legislative platform -Secure long-term lobbyist contracts -Attend CTA and APTA Legislative Conferences -Make regular visits to Sacramento to engage with elected delegation on LAVTA's legislative platform -Engage with and/or join CTA and APTA Legislative and Operations Committees
Collaborate with regional transit providers to pursue transit-friendly regional policies, joint purchasing programs, etc.	-Continue to work with the small east bay operators on joint projects and service opportunities
Advocate for the upcoming regional transit funding measure.	-Participate in all MTC and Alameda CTC-led activities related to the future regional measure -Share information on Wheels website -Conduct a public awareness campaign
Build support for an expanded transit priority traffic control system throughout the Tri-Valley.	-Implement cloud-based transit-signal priority system -Facilitate regular meetings with City staff to share operational data from the system
Implement all MTC-led initiatives and regional projects, etc.	-Participate in the Regional Mapping and Wayfinding pilot at Dublin/Pleasanton BART
Implement capital improvements at bus stops and transfer centers to improve passenger safety and convenience	-Complete the Mobility Hubs Improvement Project -Complete the Livermore Transit Center Projects including Railroad Court lighting and new monument signage

Goal Area 4: Operational Effectiveness	Example FY26 Projects
Ensure fixed route and paratransit contractor compliance	-Monitor contractor reports monthly; assess liquidated damages monthly and quality standards index (SQSI) points quarterly. -coordinate regular contractor-client meetings for fixed route and paratransit
Design schedules to reflect accurate running times.	-Deploy Swiftly On-time performance and run-time modules -Utilize information from Swiftly modules to inform schedule adjustments on a regular basis
Update assumptions made in the Zero Emission Bus transition plan and make recommendations for modifications.	-Issue task order to on-call zero-emissions bus consultants
Determine a realistic timeframe for completing the Zero Emission Bus transition and Atlantis Facility	-Complete an update of the ICT Plan
Deploy new technology to improve safety, maintenance, and fleet reliability	-Implement Cloud-Based RTA -Implement Cradlepoint routers fleet wide -Complete multimodal integration of new routers -Continue to monitor contractor use of new technology
Identify and implement improvements to bus operations by implementing transit signal priority and other improvements	-Implement cloud-based transit signal priority
Goal Area 5: Organizational and Financial Management	Example FY26 Projects
Pursue and apply grant funding for high priority LAVTA initiatives	-Apply for and win Federal, State, regional and local competitive grants to support LAVTAs projects and priorities
Produce a balanced budget every year.	-Annual budgeting process
Deliver a “satisfactory” audit report every year	-Annual AFCR, Triennial FTA and Triennial TDA Audit
Align the Agency’s budget with the goals and objectives of the 2025 Strategic Plan	-Anchor budget inputs to strategic plan goals and objectives -Format annual budget book to include strategic plan goals
Tie staff work products to strategic plan objectives	-Modify staff workplan templates to include strategic plan goals
Create and implement policies that establish a positive culture and working environment, making LAVTA an employer of choice.	-Continue to follow industry best practices for workplace policies -Conduct regular salary studies approximately every three years to ensure staff compensation is in-line with the industry and the region

ECONOMIC CONDITION AND OUTLOOK

The Livermore Amador Valley, also called the Tri-Valley, is located on the eastern edge of Alameda County, the seventh largest county in California. The cities of Livermore, Dublin and Pleasanton surpassed 250,000 total residents according to 2020 Census data. According to the Metropolitan Transportation Commission’s (MTC) 2050 Plan Bay Area Transportation Plan released in 2021, the population of the Bay Area is expected to grow by 2,000,000 residents between 2020 and 2050. With an additional 1,000,000 jobs. ¹

The Tri-Valley cities have a lower unemployment rate than other cities in Alameda County, the state, and the nation. Statistics for 2025 show that unemployment rates in Tri-Valley are lower than the rest of Alameda County.

AWARDS AND ACKNOWLEDGEMENTS

Awards

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Livermore Amador Valley Transit Authority for its comprehensive annual financial report for the fiscal year ended June 30, 2024. This was the twenty-eighth consecutive year that the Authority has achieved this prestigious award. In order to be awarded a Certificate of Achievement, a government entity must publish an easily readable and efficiently organized Annual Comprehensive Financial Report. This Report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe our current Comprehensive Annual Financial Report continues to meet the Certificate of Achievement Program's requirements, and we are submitting it to GFOA to determine its eligibility for another certificate.

Acknowledgments

The preparation of this report required the dedicated efforts of the Authority's staff. We also gratefully recognize Maze & Associates for their timely audit and expertise on the preparation of this Comprehensive Annual Financial Report. Finally, we would like to thank the Board of Directors for its commitment and support in the development of a strong financial system.

Executive Director

Director of Finance



Christy Wegener

Tamara Edwards

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

PRINCIPAL OFFICIALS

June 30, 2025

Board of Directors

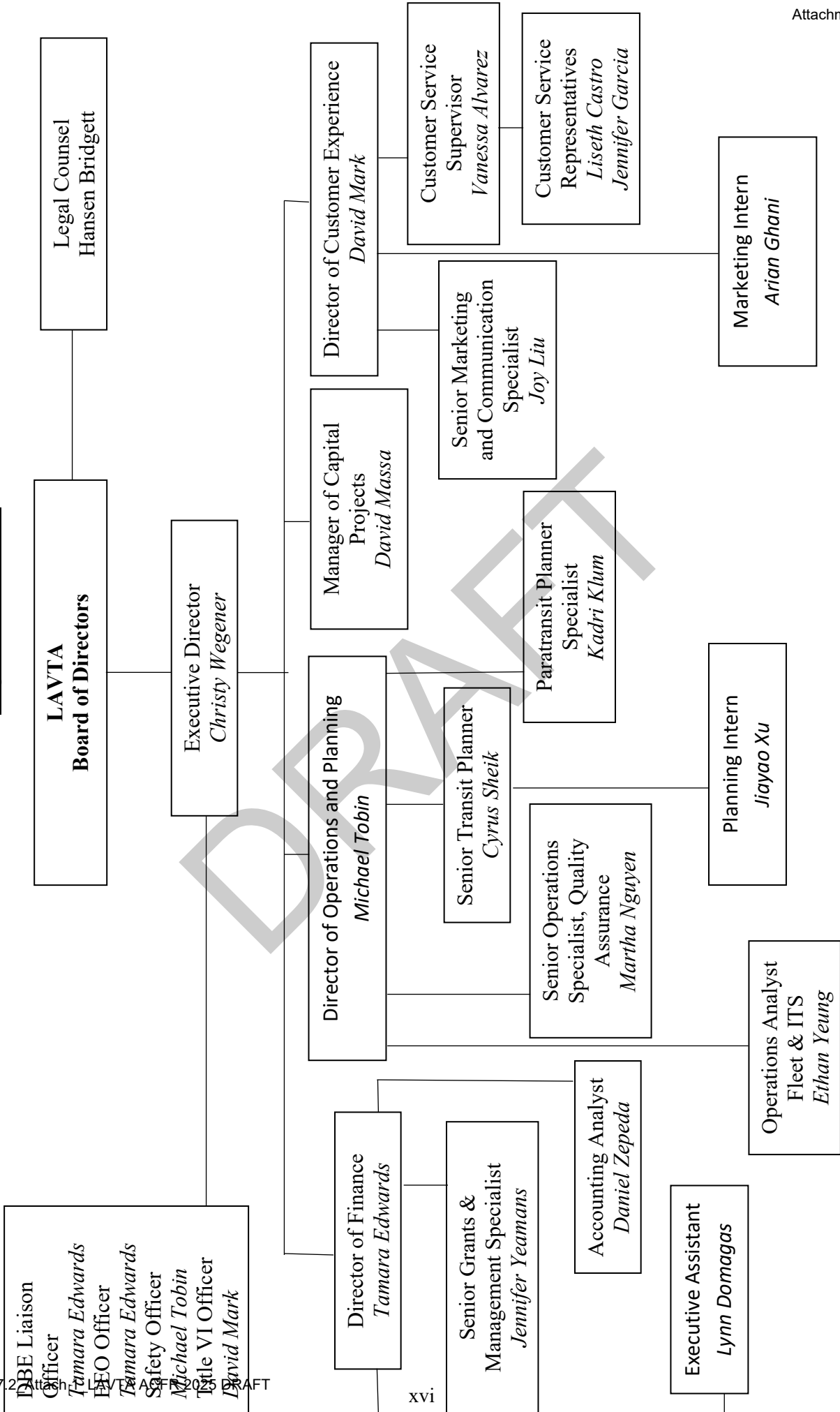
Chair	Evan Branning, Councilmember, City of Livermore
Vice Chair	Julie Testa, Councilmember, City of Pleasanton
Member	David Haubert, Supervisor, Alameda County
Member	Kristie Wang, Councilmember, City of Livermore
Member	Craig Eicher, Councilmember, City of Pleasanton
Member	Jean Josey, Councilmember, City of Dublin
Member	Michael McCorriston, Councilmember City of Dublin

Staff

Executive Director	Christy Wegener
Director of Customer Experience	David Mark
Director of Finance	Tamara Edwards
Director of Operations and Planning	Michael Tobin
Capital Projects Manager	David Massa
Senior Transit Planner	Cyrus Sheik
Senior Grants & Management Specialist	Jennifer Yeaman
Senior Operations Assistant, Quality Assurance	Martha Nguyen
Senior Marketing and Communications Specialist	Joy Liu
Operations Analyst Fleet and ITS	Ethan Yeung
Paratransit Planner	Kadri Kulm
Accounting Analyst	Daniel Zepeda
Executive Assistant	Lynn Domagas
Customer Service Supervisor	Vanessa Moreno
Customer Service Representative	Liseth Castro
Customer Service Representative	Jennifer Garcia

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

Organizational Chart





Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**Livermore Amador Valley Transit Authority
California**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

June 30, 2024

Christopher P. Morill

Executive Director/CEO

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Financial Section

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INDEPENDENT AUDITOR'S REPORT

To the Honorable Members of the Board of Directors
Livermore Amador Valley Transit Authority
Livermore, California

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of each major fund of the Livermore Amador Valley Transit Authority (Authority), California, as of and for the year ended June 30, 2025, and the related notes to the financial statements which collectively comprise the Authority's basic financial statements as listed in the Table of Contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the each major fund of the Authority as of June 30, 2025, and the respective changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with the relevant ethical requirement relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management's for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Report on Summarized Comparative Information

We have previously audited the Authority's June 30, 2024 financial statements, and expressed unmodified audit opinions on those audited financial statements in our report dated November 1, 2024. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2024 is consistent, in all material respects, with audited financial statements from which it has been derived.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis and other required supplementary information as listed in the Table of Contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Authority's basic financial statements. The accompanying Supplementary Information, as listed in the Table of Contents, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Supplementary Information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the Introductory Section and Statistical Section listed in the Table of Contents, but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated **DATE**, on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

Pleasant Hill, California

DATE

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MANAGEMENT DISCUSSION AND ANALYSIS

For the Year Ended June 30, 2025

The Livermore/Amador Valley Transit Authority is required to prepare financial statements in accordance with Government Accounting Standards Board Statement Number 34 (GASB 34) beginning with the fiscal year ended June 30, 2004. GASB 34 required changes to the traditional financial statements and disclosures and required the preparation of a Management Discussion and Analysis (MD&A)—a narrative overview and analysis of the financial activities of the Authority for each fiscal year. This MD&A is for the fiscal year ended June 30, 2025.

GASB 34 requires the format of Authority-wide financial statements, which are contained in the Financial Section of the accompanying report. These Authority-wide statements include a Statement of Net Position and a Statement of Revenues, Expenses and Changes in Net Position. The Statement of Net Position presents information on all of the Authority's assets and liabilities with the difference of the assets minus the liabilities being the Authority's Net Position. The Statement of Revenues, Expenses and Changes in Net Position summarizes how the Authority's Net Position have changed over the fiscal year.

Page references are to the attached fiscal year ended June 30, 2025 basic financial statements.

Background and Overview of the Presentation of the Financial Statements

The Authority's basic financial statements are comprised of four parts:

1. The Independent Auditor's Report
2. The Management Discussion and Analysis
3. The Basic Financial Statements
4. The Notes to the Financial Statements

1. *The Independent Auditor's Report.* This is an annual report prepared by the auditor to accompany the financial statements.
2. *Management Discussion and Analysis (MD&A).* This report accompanies the GASB34 compliant financial statements. The MD&A must include:
 - A brief explanation of the presentation that makes up the basic financial statements and the relationship of one statement to another.
 - Condensed financial information, allowing comparison of current and prior fiscal periods.
 - Analysis of the Authority's overall financial position (Statement of Net Position), and results of operations (Statement of Revenues, Expenses and Changes in Net Position).
 - Analysis of balances and transactions of major individual funds.
 - Significant capital asset and long-term debt activity.

- Any facts, decisions, or conditions known at the close of audit fieldwork that is expected to have a significant effect on the financial position or results of operations.
3. *Basic Financial Statements.* The basic Authority-wide financial statements are prepared under a set of rules referred to by their regulatory identifier, GASB 34. The Authority-wide financial statements are designed to provide a broader overview of the Authority's financial position, using an accounting basis similar to the model used in prior years.

The Statement of Net Position summarizes the Authority's assets and liabilities, with the difference of the two reported as Net Position (rather than equity). The Statement of Net Position is designed to provide information about the financial position of the Authority as a whole, including all of its capital assets and long-term liabilities, on a full accrual basis of accounting, similar to the accounting model used by private sector firms. Over time, increases or decreases in Net Position could serve as an indication of whether the overall financial position of the Authority is stable.

The following table summarizes the Net Position of governmental activities as of June 30, 2025 and June 30, 2024:

Table 1

Statement of Net Position	Year Ending 6/30/2025	Year Ending 6/30/2024
Assets:		
Current Assets		
Cash and investments	\$25,619,629	\$21,418,976
Restricted investments	454,183	322,062
Receivables		
Accounts	2,296,690	3,913,734
Capital Grants	785,920	630,289
Due from other funds	191,870	0
Due from other governments	2,930,530	2,930,530
Prepaid expenses	<u>382,150</u>	<u>613,150</u>
Total Current Assets	<u>32,660,972</u>	<u>29,828,741</u>
Noncurrent Assets		
Net OPEB asset	67,698	69,638
Capital assets (net)	53,142,429	57,760,412
Total Noncurrent Assets	<u>53,210,127</u>	<u>57,830,050</u>
Total assets	<u>85,871,099</u>	<u>87,658,791</u>
Deferred Outflows		
Deferred Outflows	<u>1,223,548</u>	<u>1,370,807</u>
Liabilities:		
Current Liabilities		

Due to other funds	191,870	0
Accounts payable	3,887,212	3,993,880
Compensated absences	135,743	26,596
Claims payable	<u>23,780</u>	<u>24,311</u>
Total Current Liabilities	<u>4,238,605</u>	<u>4,044,787</u>
Noncurrent Liabilities		
Unearned revenues	320,356	315,897
Compensated absences	0	99,521
Due to LTF	28,548,382	25,627,304
Long Term Liabilities		
Net Pension Liability	<u>1,325,703</u>	<u>1,605,376</u>
Total noncurrent liabilities	<u>30,194,441</u>	<u>27,648,098</u>
Total Liabilities	<u>34,433,046</u>	<u>31,692,885</u>
Deferred Inflows		
Deferred inflows	<u>\$458,147</u>	<u>\$515,275</u>
Net Position:		
Net investments in capital assets	53,142,429	57,760,412
Restricted for:		
Pension Trust	454,183	322,062
Net OPEB asset	67,698	0
Unrestricted	<u>(1,803,191)</u>	<u>(1,261,036)</u>
Total Net Position	<u>\$52,203,454</u>	<u>\$56,821,438</u>

Assets and Deferred Outflows

Total assets and deferred outflows amounted to \$87,094,647 consisting of \$32,660,972 in current assets such as cash and accounts receivable, \$67,698, net OPEB asset, \$53,142,429 in capital assets primarily vehicles and facilities including furnishings and equipment, and \$1,223,548 in pension and OPEB related deferred outflows. Notes 2, 3, 8, and 10 further describe Cash and Investments, Capital Assets and Pension and OPEB related expenses, liabilities, and deferred inflows/outflows of resources related to pensions. In the fiscal year ended June 30, 2025 the capital projects below were ongoing:

Atlantis Maintenance and Operations Facility

The Authority has purchased land and built the first phase (parking lot) and a second phase (fuel and wash facility) and is currently seeking funding to build out the new operations and maintenance buildings that will be located on the facility. Additionally, a Hydrogen Fueling Station will be added. This is expected to be a significant multi-year project.

Bus Stop Upgrade

LAVTA has three prime bus stop locations, the Pleasanton/Dublin BART station, Los Positas College, and the Lawrence Livermore Lab that the agency is currently working to upgrade. These upgrades include new street furniture, and new real time signage. The project is currently in design and construction is expected to commence in FY26.

Rutan Bus Gate Replacement

The gate at the Rutan facility that buses utilize to enter and exit the yard has been in place since 1991. For security purposes, the gate should open and close for each bus entering and exiting; however, the gate has been malfunctioning for the last year and thus the agency is replacing it with a new gate, with a new design that will allow for a secured bus yard. The project will be complete in mid-FY26.

Transit Center Upgrades

LAVTA's Transit Center is a major transfer hub within the WHEELS network. Over the last few years LAVTA has upgraded the signage, the landscaping, and repaired the parking lot. In FY25, the agency repainted the passenger canopy and signature bus stop on Railroad Ave. Currently, LAVTA is working on finalizing design for new lighting connecting the Transit Center to Railroad Ave, and new monument signs at both entrances.

Additional information on Capital Asset Activities can be found in Note 3.

Liabilities and Deferred Inflows

Liabilities and deferred inflows totaled \$34,891,193 consisting primarily of accounts payable and money due to the LTF. Local Transportation Funds are held at the county and are available to the Authority for future capital and operating needs. The legislated requirement that all Local Transportation Funds be held at the county on behalf of the Authority causes the agency's financial position to look weaker than it would if those reserves were included in the agency's assets. At fiscal year end the agency had an estimated \$12,578,723 in reserves.

Net Position

Change of Net Position was \$4,617,984 this decrease in Net Position is due to the deletion and transfer of capital assets being less than the depreciation on existing capital.

The Statement of Revenues, Expenses and Change in Net Position provides information about the Authority's revenues and expenses on the full accrual basis, with an emphasis on measuring the net revenues or expenses for each of the Authority's main activities. The Statement of Revenues, Expenses and Change in Net Position explains in detail the change in Net Position for a given year. The amounts in the Statement of Revenues, Expenses and Change in Net Position represent four programs: fixed route and paratransit bus services, and WHEELS on Demand. The Basic Financial Statements divide all revenues and expenses by program. The analysis in this discussion applies to all programs.

The following table summarizes the Statement of Revenues, Expenses and Change in Net Position, or the change in Net Position of governmental activities, for the year ended June 30, 2025 and June 30, 2024:

Table 2
Statement of Revenues, Expenses and Change in Net Position

	Year Ending 6/30/2025	Year Ending 6/30/2024
EXPENSES		
Expenses, non-capital		
Board of Directors	\$25,505	\$26,240
Executive Director	541,671	419,245
Finance	2,581,664	2,576,129
Planning	293,703	273,510
Marketing	1,105,879	908,134
Operations	<u>18,018,326</u>	<u>17,131,255</u>
Total Expenses, non-capital	<u>22,556,748</u>	<u>21,334,513</u>
Expenses, capital (non-operating)		
Depreciation	6,568,647	8,065,299
Total Expenses, capital	<u>6,568,647</u>	<u>8,065,299</u>
Total expenses	<u>29,135,395</u>	<u>29,399,812</u>
Program Operating Losses	(26,706,920)	(26,948,607)
REVENUES		
Program operating revenues:		
Fare revenues	\$1,502,932	\$1,518,380
Special contract revenues	710,491	723,907
Advertising and ticket concessions	<u>215,052</u>	<u>208,918</u>
Total operating revenues	<u>2,428,475</u>	<u>2,451,205</u>
Non-operating revenues, non-capital:		
Interest and Miscellaneous	1,804,844	775,838
Local Transportation Funds 4.0	10,853,098	5,224,606
Local Transportation Funds 4.5	46,914	225,974
State Transit Assistance	3,121,908	3,373,932
Local Operating Assistance	35,732	6,519
FTA Operating Assistance	791,712	5,007,356
Local Sales Tax/Measure BB funds:		
Measure BB grants	2,761,352	2,690,937
Measure BB-Gap grants	60,807	18,546
Measure BB-City of Pleasanton	199,186	176,023
Bridge tolls	<u>1,182,719</u>	<u>1,383,577</u>
Total non-capital revenues	<u>20,138,272</u>	<u>18,883,308</u>

Net Loss Before Capital Contributions	6,568,648	8,065,299
Non-operating revenues, capital		
Transfer of Assets	<u>0</u>	<u>(20,181,711)</u>
Gain (Loss) on Disposal of Equipment	<u>(20,247)</u>	<u>0</u>
Total Gain (Loss)	<u>(20,247)</u>	<u>(20,181,711)</u>
Net non-operating revenues before capital contributions (grants)	<u>22,546,500</u>	<u>1,152,802</u>
Capital grants, net		
Total capital grants, net	<u>1,970,911</u>	<u>9,118,006</u>
Total revenues	<u>\$22,088,936</u>	<u>\$7,819,603</u>
Net income	(4,617,984)	(19,129,004)
CHANGE IN NET POSITION	(4,617,984)	(19,129,004)
Net Position, beginning	<u>56,821,438</u>	<u>75,950,442</u>
Net Position, ending	<u>\$52,203,454</u>	<u>\$56,821,438</u>

Expenses

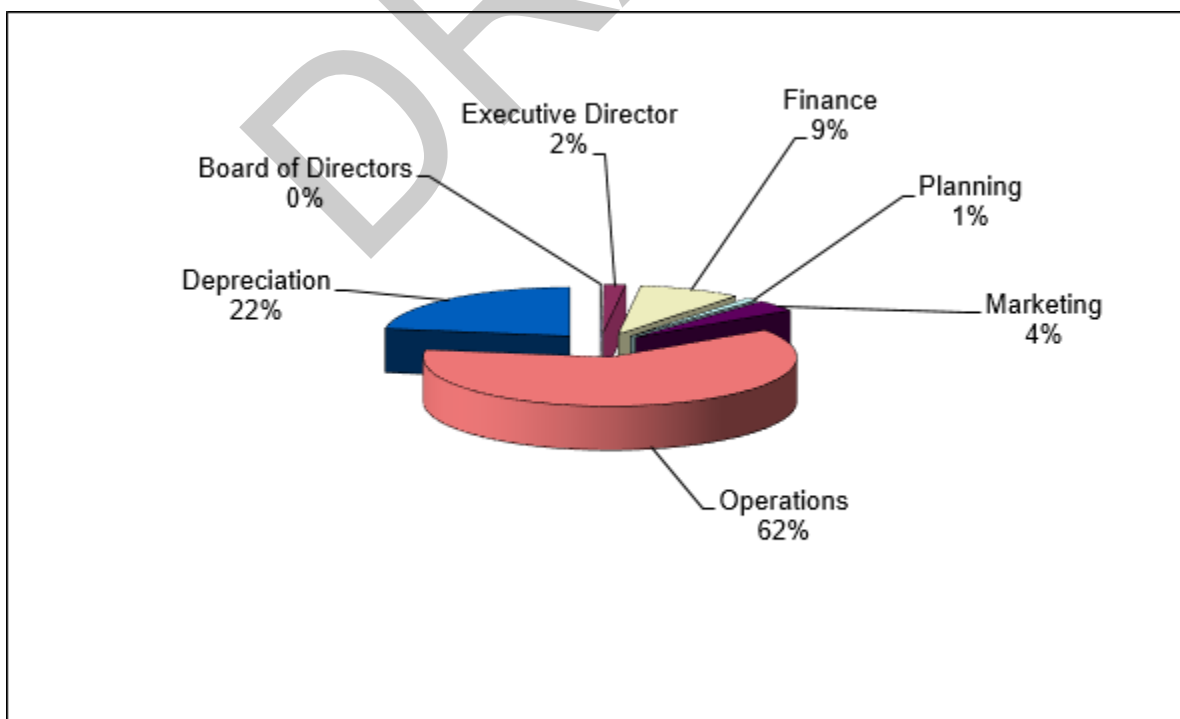
Total expenses including depreciation (which was \$6,568,647) were \$29,135,395 in the fiscal year ending June 30, 2025. Adjusting for depreciation and asset transfers this was a 1% decrease over the prior year. The decrease in expenses was driven by a number of factors, but primarily the decrease in depreciation due to some assets reaching their useful life and no longer being depreciated.

Expenses, excluding depreciation, are sorted by department. A brief description of each department's function is as follows:

- *Board of Directors* All the costs associated with the Board of Directors including their stipends and professional development expenses are charged to this department.
- *Executive Director* The Executive Director is responsible for the general supervision of the administration of the transit system. All costs associated with this position are accounted for in this cost center. The majority of the expenses charged to this department are the Executive Director's salary and benefits.
- *Finance* Specific department responsibilities include: preparation of operating and capital budgets; financial reporting and analysis; oversight of all financial and compliance audits and preparation of the Annual Comprehensive Financial Report (ACFR); human resources management; procurement oversight; administration of federal, state, and local operating and capital grants; securing federal, state and local grants, monitoring of Authority's comprehensive insurance program; capital asset management; facilities maintenance; fare and revenue collection; and general office administration. Significant costs charged to this department are salary and benefits for the five accounting, grants, and administrative positions, as well as utilities and facility maintenance expenses.

- Planning* This department plans, organizes, directs, and implements the Authority's short and long-range planning programs. This department is also responsible for transit development functions including capital improvement programs, route planning and scheduling, collection and evaluation of operations data, oversight of information technology support, implementation and monitoring of ADA services. Primary costs in this department are for salary and benefits for four positions.
- Marketing* The Marketing Department is responsible for planning, organizing, directing, and implementing the Authority's marketing and community outreach programs. In addition to salary and benefits for two employees all printing, advertising, and outside marketing services are charged to this department.
- Operations* This department is responsible for operating and maintaining fixed route, and Dial-A-Ride paratransit service. Fixed Route services are currently provided under contract by MV Transportation, Inc., and Dial-a-Ride is provided under contract the Central Contra Costa Transportation Authority (CCCTA). In addition to the cost of purchased transportation, liability insurance, and fuel are significant costs attributed to this department.
- Depreciation* is the final category of expenses. This is the current year depreciation on existing capital assets calculated on a straight-line basis.

A historical comparison of expenses by department is also included in the statistical section of this report. Below are the percentages by department for the fiscal year ending June 2025.

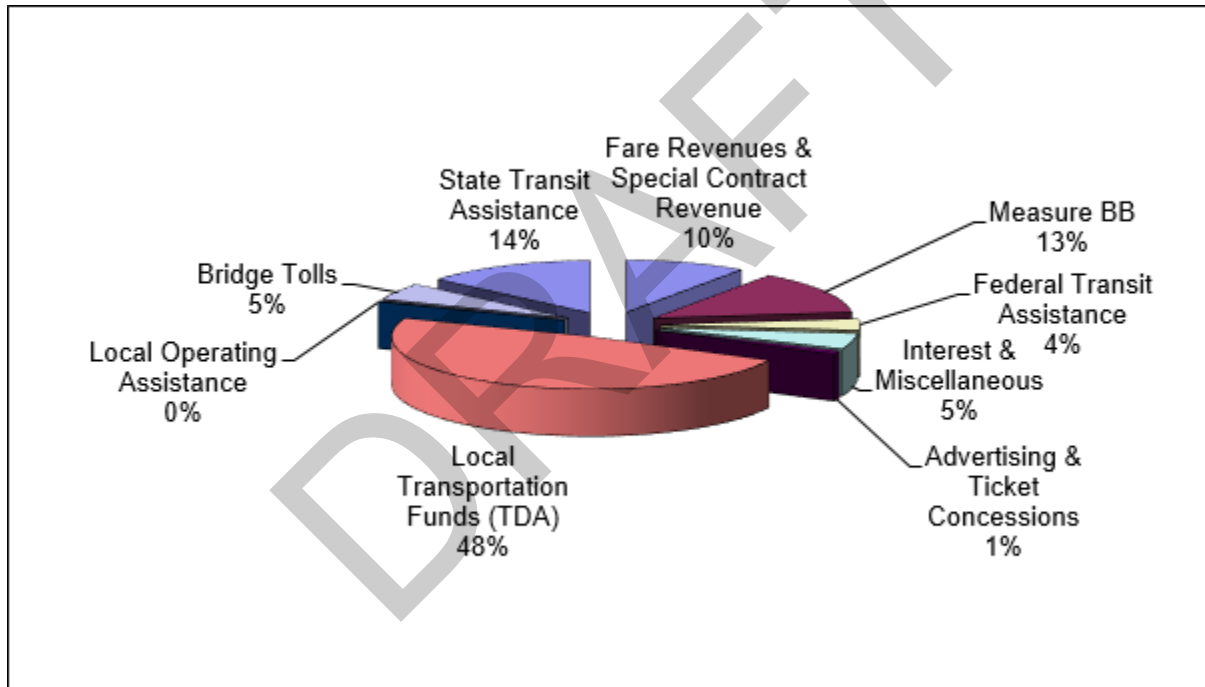


Revenues

The Authority's primary source of operating revenue is Transportation Development Act (TDA) Article 4.0 and 4.5 funds. In FY25, TDA accounted for 48% of total operating revenue. The rest of the revenue is comprised of Federal Transit Assistance, Passenger Fares, State Transit Assistance, Measure BB, Bridge Tolls, Advertising and Ticket Concessions, and Interest. In FY25.

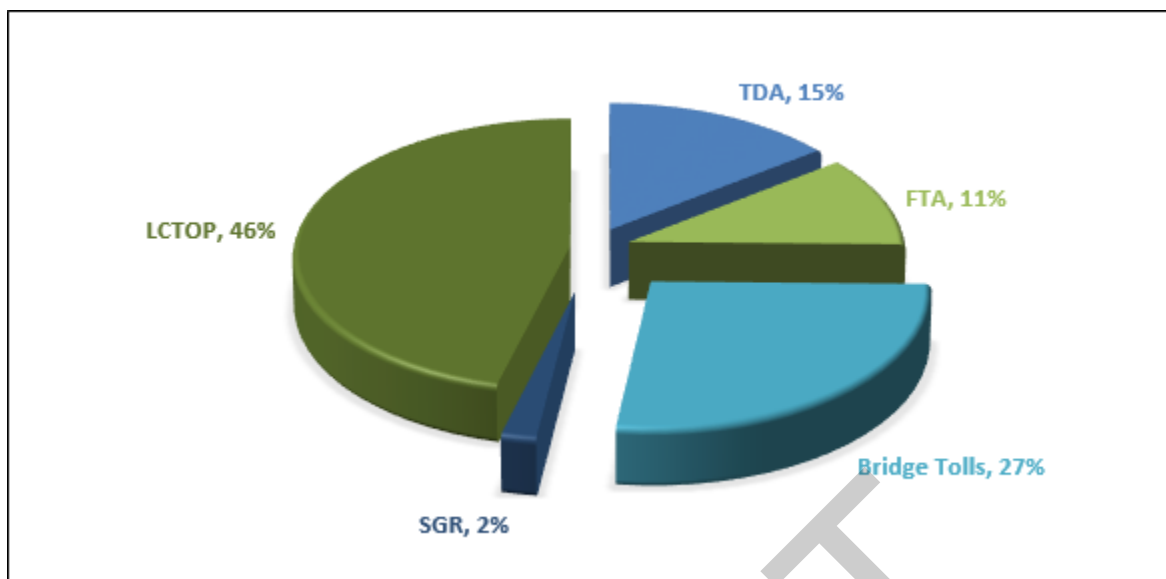
Revenue generated from operations (farebox, contract, and advertising revenues) decreased slightly from the prior year as LAVTA saw a decrease in ridership.

The statistical section of this report presents all the revenue sources by year for the previous ten years. Below are percentages by funding source for the fiscal year ending June 2025.



Capital Contributions

Capital contributions in the fiscal year ending June 2025 were \$1,970,911 which is a decrease over the capital contributions for the fiscal year ending June 30, 2024 of \$9,118,006. The decrease in capital contributions is attributed to the completion of LAVTA's partnership with Alameda County in building a parking garage. Below are percentages by capital funding source for the fiscal year ending June 2025.



4. Notes to the Financial Statements

The notes provide additional information that is important to a full understanding of the data provided in the Authority-wide, and the traditional fund-based, financial statements.

Finally, there were no facts, decisions, or conditions known at the close of fieldwork that are expected to have a significant effect on the financial position or results of operations.

Contacting Authority Management

These Basic Financial Statements are intended to provide citizens, taxpayers, investors, and creditors with a general overview of the Authority's finances. Questions about this Report should be directed to the Authority, at Livermore Amador Valley Transit Authority, 1362 Rutan Court, Suite 100, Livermore, CA 94551.

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LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
STATEMENT OF NET POSITION
JUNE 30, 2025
WITH SUMMARIZED TOTALS AS OF JUNE 30, 2024

	2025			2024
	Fixed Route Program	Paratransit Program	WHEELS on Demand	Totals
ASSETS				Totals
Current Assets				
Cash and investments (Note 2)	\$25,432,377	\$187,252		\$25,619,629
Restricted investments (Note 2)	454,183			454,183
Receivables:				
Accounts	1,350,603	944,655	\$1,432	2,296,690
Capital grants	785,920			785,920
Due from other funds (Note 1I)	191,870			191,870
Due from other governments	2,930,530			2,930,530
Prepaid expenses	242,876	139,274		382,150
Total current assets	31,388,359	1,271,181	1,432	32,660,972
Noncurrent Assets				
Net OPEB asset (Note 10)	67,698			67,698
Capital Assets (Note 3):				
Land and construction in progress	19,384,362			19,384,362
Depreciable assets	88,657,595	84,846		88,742,441
Subtotal capital assets	108,041,957	84,846		108,126,803
Less: accumulated depreciation	(54,899,528)	(84,846)		(54,984,374)
Capital assets, net	53,142,429			53,142,429
Total noncurrent assets	53,210,127			53,210,127
Total Assets	84,598,486	1,271,181	1,432	85,871,099
DEFERRED OUTFLOWS OF RESOURCES				
Pension related (Note 8)	567,050			567,050
OPEB related (Note 10)	656,498			656,498
Total Deferred Outflows of Resources	1,223,548			1,223,548
LIABILITIES				
Current Liabilities				
Due to other funds (Note 1I)			191,870	191,870
Accounts payable and accrued liabilities	3,148,804	715,302	23,106	3,887,212
Compensated absences (Note 1J)	135,743			135,743
Claims payable (Note 1E)	23,780			23,780
Total current liabilities	3,308,327	715,302	214,976	4,238,605
Noncurrent Liabilities				
Unearned revenues (Note 6)	320,356			320,356
Compensated absences (Note 1J)				99,521
Due to LTF Operating (Note 4)	28,548,382			28,548,382
Net pension liability (Note 8)	1,325,703			1,325,703
Total noncurrent liabilities	30,194,441			30,194,441
Total Liabilities	33,502,768	715,302	214,976	34,433,046
DEFERRED INFLOWS OF RESOURCES				
Pension related (Note 8)	172,348			172,348
OPEB related (Note 10)	285,799			285,799
Total Deferred Inflows of Resources	458,147			458,147
NET POSITION				
Net investment in capital assets (Note 7)	53,142,429			53,142,429
Restricted for:				
Pension trust (Note 7)	454,183			454,183
Unrestricted (Note 7)	(1,735,493)	555,879	(213,544)	(1,393,158)
Total Net Position	\$51,861,119	\$555,879	(\$213,544)	\$52,203,454

See accompanying notes to basic financial statements

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE YEAR ENDED JUNE 30, 2025
WITH SUMMARIZED TOTALS FOR THE YEAR ENDED JUNE 30, 2024

	2025			2024 Totals
	Fixed Route Program	Paratransit Program	WHEELS on Demand	
PROGRAM OPERATING REVENUES				
Fare revenues	\$1,376,620	\$126,312		\$1,502,932
Special contract revenue	684,315	26,176		710,491
Advertising and ticket concessions	215,052			215,052
Total program operating revenues	2,275,987	152,488		2,428,475
PROGRAM OPERATING EXPENSES				
Board of Directors	21,545	2,970	\$990	25,505
Executive Director	506,955	17,358	17,358	541,671
Finance	2,550,091	31,115	458	2,581,664
Planning	245,183	48,520		293,703
Marketing	1,105,389	490		1,105,879
Operations	15,696,706	2,063,395	258,225	18,018,326
Depreciation (Note 3)	6,564,066	4,581		6,568,647
Total program operating expenses	26,689,935	2,168,429	277,031	29,135,395
PROGRAM OPERATING LOSSES	(24,413,948)	(2,015,941)	(277,031)	(26,706,920)
NON-OPERATING REVENUES (EXPENSES)				
Interest and miscellaneous	1,084,844			1,084,844
Local Transportation Funds 4.0	10,581,800		271,298	10,853,098
Local Transportation Funds 4.5		46,914		46,914
State Transit Assistance	3,121,908			3,121,908
Local Operating Assistance	30,000		5,732	35,732
FTA operating assistance		791,712		791,712
Local Sales Tax/Measure BB funds:				
Measure BB grants	1,848,611	912,741		2,761,352
Measure BB - GAP Grants		60,807		60,807
Measure BB - City of Pleasanton		199,186		199,186
Bridge tolls	1,182,719			1,182,719
Transfer of Parking Garage to County				
Gain (Loss) on disposal of equipment	(20,247)			(20,247)
Net non-operating revenues, before capital contributions (grants)	17,829,635	2,011,360	277,030	20,118,025
Capital contributions (grants) (Note 6):				
FTA capital assistance	212,199			212,199
Local Transportation Funds 4.0	285,936			285,936
Bridge tolls	527,742			527,742
State Bond Fund - State of Good Repair	38,362			38,362
LCTOP	906,672			906,672
Transit and Intercity Rail Capital Program				
Total capital contributions (grants)	1,970,911			1,970,911
Net non-operating revenues and contributions	19,800,546	2,011,360	277,030	22,088,936
NET INCOME (LOSS) BEFORE OPERATING TRANSFERS	(4,613,402)	(4,581)	(1)	(4,617,984)
Transfers in		227,664		227,664
Transfers (out)	(17,052)		(210,612)	(227,664)
Change in net position				
NET POSITION,				
Beginning of Year	56,491,573	332,796	(2,931)	56,821,438
End of Year	\$51,861,119	\$555,879	(\$213,544)	\$52,203,454

See accompanying notes to basic financial statements

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2025
WITH SUMMARIZED TOTALS FOR THE YEAR ENDED JUNE 30, 2024

	2025			2024
	Fixed Route Program	Paratransit Program	WHEELS on Demand	Totals
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts from customers	\$4,290,079	(\$436,984)		\$3,853,095
Payments to vendors	(17,294,147)	(1,859,600)	(\$234,488)	(19,388,235)
Payments to and on behalf of employees	(2,995,389)	(200,207)	(37,092)	(3,232,688)
Net cash provided (used) by operating activities	(15,999,457)	(2,496,791)	(271,580)	(18,767,828)
CASH FLOWS FROM INVESTING ACTIVITIES				
Contributions to Section 115 Trust	(132,121)			(132,121)
Interest on investments	1,125,542			1,125,542
Net cash provided by investing activities	993,421			993,421
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES				
Local Transportation Funds 4.0	13,502,878		271,298	13,774,176
Local Transportation Funds 4.5		46,914		46,914
State Transit Assistance	3,121,908			3,121,908
Local Operating Assistance	30,000		5,732	35,732
FTA operating assistance		791,712	554	792,266
Local sales tax/Measure B and BB funds	1,848,611	973,548		2,822,159
Proposition 1B				
Bridge tolls	1,182,719			1,182,719
City of Pleasanton		199,186		199,186
Due from other funds	(191,870)			(191,870)
Due to other funds			191,870	191,870
Transfer in		227,664		227,664
Transfer (out)	(17,052)		(210,612)	(227,664)
Net cash provided by noncapital and financing activities	19,477,194	2,239,024	258,842	21,975,060
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES				
Purchase of capital assets	(1,970,911)			(1,970,911)
Transfer of Parking Garage to County				
Capital grants received:				
FTA capital assistance	212,199			212,199
Local Transportation Funds 4.0	285,936			285,936
State Bond Fund - State of Good Repair	38,362			38,362
Vehicle Registration Funds	527,742			527,742
City of Pleasanton				
LCTOP	906,672			906,672
TIRCP				
Net cash provided (used) by capital and related financing activities				(281)
NET CASH FLOWS	4,471,158	(257,767)	(12,738)	4,200,653
CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	20,961,219	445,019	12,738	21,418,976
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u>\$25,432,377</u>	<u>\$187,252</u>	<u></u>	<u>\$25,619,629</u>
Reconciliation of operating loss to net cash provided (used) by operating activities:				
Operating losses	(\$24,413,948)	(\$2,015,941)	(\$277,031)	(\$26,706,920)
Adjustments to reconcile operating loss to net cash provided by operating activities:				
Depreciation	6,564,066	4,581		6,568,647
Increase (decrease) in:				
Accounts receivable	2,014,092	(589,472)		1,424,620
Prepaid expenses	233,101	(2,101)		231,000
Net OPEB liability(asset), related deferred inflows, net of deferred outflows	(149,554)			(149,554)
Accounts payable	(232,744)	120,625	5,451	(106,668)
Compensated absences	24,109	(14,483)		9,626
Claims payable	(531)			(531)
Net pension liability, related deferred inflows, net of deferred outflows	(38,048)			(38,048)
Net cash provided (used) by operating activities	<u>(\$15,999,457)</u>	<u>(\$2,496,791)</u>	<u>(\$271,580)</u>	<u>(\$18,767,828)</u>

See accompanying notes to basic financial statements

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LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. General

Livermore/Amador Valley Transit Authority (Authority), which was established in 1985, is a Joint Powers Agency formed by the County of Alameda, and the Cities of Dublin, Livermore and Pleasanton to provide transportation services within the Cities' limits and portions of the unincorporated County. The Authority is doing business under the name of "Wheels" and operates two transportation programs:

Fixed Route Program – The Authority operates buses, which follow fixed routes and times throughout the Authority's service area and are available to anyone able to pay the fare.

Paratransit Program – The Authority operates a "dial-a-ride" program for disabled persons pursuant to requirements of the Americans With Disability Act (ADA).

WHEELS on Demand – A partnership with the private sector to provide service to low density suburban areas where previously existing Wheels bus service could not be supported. WHEELS on Demand is an extension of a traditional user-side subsidy program which is used by transit systems nationwide to partner with taxicab companies and extends the partnership to Transportation Network Companies (TNC) such as Uber and Lyft.

None of these operations generate sufficient fares, special contract, advertising and ticket concessions revenues to cover the operating expenses. Expenses incurred in excess of these revenues, interest and other revenues are reimbursed with grant funds. The programs are subsidized by the Metropolitan Transportation Commission, which is the regional coordinating agency for State of California Transportation Development Act grants and the United States Department of Transportation with Federal Transit Administration Grants.

Capital and planning grants are reimbursement based. Operating grants are advanced quarterly and/or monthly based on reserves; any grant funds received in excess of operating expenses, net of other revenues, must be returned to the grantor.

The following is a summary of significant accounting policies of the Authority, which conform with generally accepted accounting principles applicable to governments in the United States of America.

B. Fund Accounting

The Authority is accounted for as an enterprise fund. This fund is a set of self-balancing accounts, which comprise its assets, liabilities, net position, revenues and expenses.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

C. Basis of Accounting

Basis of accounting refers to when revenues and expenses are recognized. The Authority is accounted for using the accrual basis of accounting, under which revenues are recognized when they are earned and expenses are recognized when they are incurred. The Authority follows Governmental Accounting Standards Board Statements.

Non-exchange transactions, in which the Authority gives or receives value without directly receiving or giving equal value in exchange, include taxes, grants, entitlements, and donations. On an accrual basis, revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

D. Basis of Presentation

The Authority's Basic Financial Statements are prepared in conformity with accounting principles generally accepted in the United States of America. The Government Accounting Standards Board is the acknowledged standard setting body for establishing accounting and financial reporting standards followed by governmental entities in the U.S.A.

The Authority reports the following major proprietary (enterprise) funds:

Fixed Route Program – The Authority operates buses, which follow fixed routes and times throughout the Authority's service area and are available to anyone able to pay the fare.

Paratransit Program – The Authority operates a "dial-a-ride" program for disabled persons pursuant to requirements of the Americans With Disability Act (ADA).

WHEELS on Demand – A partnership with the private sector to provide service to low density suburban areas where previously existing Wheels bus service could not be supported.

Proprietary funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operation. The principal operating revenues of the Authority are charges to customers for farebox revenues. The Authority's *operating* revenues, such as charges for services, result from exchange transactions associated with the principal activity of the Authority. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

E. Risk Management

The Authority requires its operations contractor to provide general liability coverage and workers compensation coverage for its employees. The Authority also provides unemployment benefits to terminated employees in accordance with state law. The Authority has a commercial insurance policy for workers compensation coverage of its employees. The Authority has no deductible for this coverage.

On May 1, 2000, the Authority became a member of the California Transit Insurance Pool (CALTIP), a joint powers authority that provides annual general liability and physical damage coverage up to \$10,000,000. The Authority has a \$25,000 deductible for general liability claims, a \$5,000 deductible for physical damage claims on vehicles valued over \$50,000 and a \$2,500 deductible for physical damage claims on vehicles with a value less than \$50,000.

CALTIP is governed by a board consisting of representatives from member municipalities. The board controls the operations of CALTIP, including selection of management and approval of operating budgets, independent of any influence by member municipalities beyond their representation on the Board.

The Authority's premiums are based upon the following factors: claims history, total payroll, the Authority's exposure, the results of an on-site underwriting inspection, total insurable values, and employee classification ratings. Actual surpluses or losses are shared according to a formula developed from overall loss costs and spread to member entities on a percentage basis after a retrospective rating which generally occurs in the third year after the completion of the program year.

Claims payable activity is presented below. The outstanding balance is expected to be paid within the next fiscal year. Through the current Fixed Route Operations contract with MV Transportation the contractor reimburses LAVTA for these expenses.

	<u>2024-2025</u>	<u>2023-2024</u>
Balance, July 1	<u>\$24,311</u>	<u>\$36,344</u>
Net change in liability for claims and		
claims paid but not reported	852,020	718,488
Claims paid	<u>(852,551)</u>	<u>(730,521)</u>
Balance, June 30	<u><u>\$23,780</u></u>	<u><u>\$24,311</u></u>

Settlements have not exceeded insurance coverage in the past three years.

F. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles (GAAP) requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

G. *Deferred Inflow/Outflow of Resources*

In addition to assets, the statement of net position reports a separate section for deferred outflows or resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net assets that applies to future period and so will *not* be recognized as an outflow of resources (expenses/expenditure) until then.

In addition to liabilities, the statement of net position reports a separate section for deferred inflows or resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net assets that applies to future period and so will *not* be recognized as an inflow of resources (revenue) until that time.

H. *Fair Value Measurements*

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The Authority categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The fair value hierarchy categorizes the inputs to valuation techniques used to measure fair value into three levels based on the extent to which inputs used in measuring fair value are observable in the market.

Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities.

Level 2 inputs are inputs – other than quoted prices included within level 1 – that are observable for an asset or liability, either directly or indirectly.

Level 3 inputs are unobservable inputs for an asset or liability.

If the fair value of an asset or liability is measured using inputs from more than one level of the fair value hierarchy, the measurement is considered to be based on the lowest priority level input that is significant to the entire measurement.

I. *Interfund Balances*

Current and prior year balances arise in the normal course of business and are expected to be repaid shortly after the end of the fiscal years.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

J. *Compensated Absences*

The liability for compensated absences includes the vested portions of vacation, sick leave and compensated time off. The liability for compensated absences is determined annually.

Compensated absences activity for the year ended June 30, 2025 is as follows:

Beginning Balance	\$126,117
Net change	<u>9,626</u>
Ending Balance	<u><u>\$135,743</u></u>
Current Portion	<u><u>\$135,743</u></u>

K. *Prior Year Summarized Comparative Information*

The basic financial statements include certain prior-year summarized information in total but not at the level of detail required for a presentation on accordance with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Authority's financial statements for the year ended June 30, 2024, from which the summarized information was derived.

L. *Cash and Cash Equivalents*

For the purposes of cash flows, the Authority considers their demand deposits and all highly liquid investments with an original maturity of three months or less when purchased to be cash equivalents.

NOTE 2 – CASH AND INVESTMENTS

Cash and investments as of June 30, 2025 consist of the following:

Unrestricted Cash and Investments:	
Local Agency Investment Fund	\$23,432,455
Cash in bank	2,186,734
Cash on hand	<u>440</u>
Total Unrestricted Cash and Investments	<u><u>25,619,629</u></u>
Restricted Cash and Investments:	
Cash	<u>454,183</u>
Total Restricted Cash and Investments	<u><u>454,183</u></u>
Total Cash and Investments	<u><u>\$26,073,812</u></u>

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 2 – CASH AND INVESTMENTS (Continued)

A. *Investments Authorized by the Authority's Investment Policy*

The Authority's investment policy only authorizes investment in the local government investment pool administered by the State of California (LAIF). The Authority's investment policy does not contain any specific provisions intended to limit the Authority's exposure to interest rate risk, credit risk, and concentration of credit risk.

B. *Interest Rate Risk*

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value is to changes in market interest rates.

The Authority is a participant in the Local Agency Investment Fund (LAIF) that is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. The Authority reports its investment in LAIF at the fair value amount provided by LAIF, which is the same as the value of the pool share. The balance available for withdrawal on demand is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis. Included in LAIF's investment portfolio are collateralized mortgage obligation, mortgage-backed securities, other asset-backed securities, loans to certain state funds, and floating rate securities issued by federal agencies, government-sponsored enterprises, United States Treasury Notes and Bills, and corporations. At June 30, 2025, these investments matured in an average of 248 days.

The Authority adjusts the carrying value of its investments to reflect their fair value at each fiscal year end, and it includes the effects of these adjustments in interest income for that fiscal year.

C. *Credit Risk*

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. LAIF does not have a rating provided by a nationally recognized statistical rating organization.

D. *Concentration of Credit Risk*

The investment policy of the Authority contains no limitations on the amount that may be invested in any one issuer beyond that stipulated by the California Government Code.

E. *Cash Deposits with Financial Institutions*

Custodial credit risk-deposits. In the case of deposits, this is the risk that in the event of a bank failure, the Authority's deposits may not be returned to it. The Authority does not have a deposit policy for custodial credit risk. As of June 30, 2025, the Authority's bank balance was \$2,187,538 and \$1,664,584 of that amount was exposed to custodial credit risk because it was uninsured and collateralized with securities held by the pledging or financial institution's trust department or agent, but not in the Authority's name.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 2 – CASH AND INVESTMENTS (Continued)

F. Fair Value Hierarchy

The Authority categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure fair value of the assets. Level 1 inputs are quoted prices in an active market for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs.

The Authority only invests in Local Agency Investment Fund, which is exempt from the fair value leveling, and is valued at amortized cost. The value is based on the fair value factor provided by the Treasurer of the State of California, which is calculated as the fair value divided by the amortized cost of the investment pool.

G. 115 Trust

On October 2021, the Authority Board adopted a resolution approving the adoption of the California Employers' Pension Prefunding Trust (CEPPT) Fund administered by CalPERS. The Trust is an irrevocable trust and qualifies as an Internal Revenue Section 115 trust. This trust will assist the Authority in mitigating the CalPERS contribution rate volatility. Investments of funds held in Trust are governed by the Investment Guideline Document for the investment account and by the agreement for administrative services with CalPERS, rather than the general provisions of the California Government Code or the Authority's investment policy. The Authority elected the CEPPT Strategy 2 option. The assets in the Trust will eventually be used to fund pension plan obligations. As of June 30, 2025, the balance held in the Section 115 trust was \$454,183.

NOTE 3 – CAPITAL ASSETS

Capital assets are recorded at cost and depreciated over their estimated useful lives. The Authority's policy is to capitalize all assets when costs exceed \$5,000. The purpose of depreciation is to spread the cost of capital assets over the life of these assets. The amount charged to depreciation expense each year represents that year's pro rata share of the cost of capital assets.

Depreciation of all capital assets is charged as an expense against operations each year and the total amount of depreciation taken over the years, called accumulated depreciation, is reported on the balance sheet as a reduction in the book value of the capital assets.

Depreciation of capital assets in service is provided using the straight-line method which means the cost of the asset is divided by its expected useful life in years and the result is charged to expense each year until the asset is fully depreciated. The Authority has assigned the useful lives as follows: Facilities - 30 years, Vehicles - 2–12 years, and Equipment - 5–10 years.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 3 – CAPITAL ASSETS (Continued)

Capital assets comprised the following at June 30, 2025:

	Balance June 30, 2024	Additions	Retirements / Adjustments	Balance June 30, 2025
Fixed Route:				
Capital assets not being depreciated:				
Land	\$3,973,472			\$3,973,472
Construction in Progress	13,990,428	\$1,420,462		15,410,890
Total capital assets not being depreciated	17,963,900	1,420,462		19,384,362
Capital assets being depreciated:				
Vehicles	56,803,345	168,639	(\$36,915)	56,935,069
Facilities	22,850,041	32,079		22,882,120
Equipment	8,497,807	349,731	(7,132)	8,840,406
Total capital assets being depreciated	88,151,193	550,449	(44,047)	88,657,595
Less accumulated depreciation for:				
Vehicles	(31,609,709)	(4,162,246)	16,668	(35,755,287)
Facilities	(9,475,565)	(1,859,154)		(11,334,719)
Equipment	(7,273,988)	(542,666)	7,132	(7,809,522)
Total accumulated depreciation	(48,359,262)	(6,564,066)	23,800	(54,899,528)
Total depreciable assets	39,791,931	(6,013,617)	(20,247)	33,758,067
Capital assets, net	\$57,755,831	(\$4,593,155)	(\$20,247)	\$53,142,429
Paratransit				
Capital assets being depreciated:				
Facilities	\$40,452			\$40,452
Vehicles	44,394			44,394
Total capital assets being depreciated	84,846			84,846
Less accumulated depreciation for:				
Facilities	(40,452)			(40,452)
Vehicles	(39,813)	(\$4,581)		(44,394)
Total accumulated depreciation	(80,265)	(4,581)		(84,846)
Total depreciable assets	4,581	(4,581)		
Capital assets, net	\$4,581	(\$4,581)		
Total				
Land and Construction in Progress	\$17,963,900	\$1,420,462		\$19,384,362
Depreciable Assets:				
Cost	88,236,039	550,449	(\$44,047)	88,742,441
Less accumulated depreciation for:	(48,439,527)	(6,568,647)	23,800	(54,984,374)
Net	39,796,512	(\$6,018,198)	(\$20,247)	33,758,067
All Capital Assets, net	\$57,760,412			\$53,142,429

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 4 – OPERATING GRANTS

Under the State Transportation Development Act (the Act), the Metropolitan Transportation Commission (MTC) allocates funds from the County Local Transportation Fund (LTF) based on the Authority's available balance determined at the beginning of each fiscal year and the amount that the Authority requests through an annual claim process. At June 30, 2025, the MTC had unallocated balances not yet granted to the Authority, which are available to fund the Authority's future operating and capital needs. These funds are retained, in accordance with the California Administrative Code, in the LTF at the County of Alameda based on terms and conditions determined by MTC. A summary of these unallocated balances as of June 30, 2025 follows:

Source	Unallocated Balances
Transportation Development Act Funds	\$12,086,269
State Transit Assistance Funds:	
Revenue Based Funds	492,454
Total Unallocated Local Transportation Funds	<u>\$12,578,723</u>

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 4 – OPERATING GRANTS (Continued)

The Authority's operating needs are determined as set forth below, by adjusting operating losses for certain items and adding back grant funding. MTC allocates State Transit Assistance, Article 4.0 and Article 4.5 funds to cover remaining net operating expenses. Under the Act, Article 4.0 funds may be used to cover Fixed Route Program and Paratransit Program expenses; Article 4.5 funds may only be used to cover Paratransit Program expenses. Unexpended grant funds at June 30, 2025 are calculated as follows:

Fiscal 2025 unexpended funds:	Fixed Route Program	Paratransit Program	Total
Operating loss	(\$24,413,948)	(\$2,015,941)	(\$26,429,889)
Add back:			
Depreciation	6,564,066	4,581	6,568,647
Interest and miscellaneous	1,084,844		1,084,844
Net operating expenses reimbursable by grants	(16,765,038)	(2,011,360)	(18,776,398)
Grants:			
County Measure BB Grants	1,848,611	912,741	2,761,352
Bridge Tolls	1,182,719		1,182,719
Local Operating Assistance	30,000		30,000
Measure BB - GAP Grants		60,807	60,807
Measure BB - City of Pleasanton		199,186	199,186
Federal Transportation Administration: Operating Assistance		791,712	791,712
Net Operating Expenses reimbursable by LTF and STA funds	(13,703,708)	(46,914)	(13,750,622)
State Transit Assistance Receipts	3,121,908		3,121,908
LTF Receipts:			
Article 4.0	13,502,878		13,502,878
Article 4.5		46,914	46,914
Due to LTF - fiscal year 2024/2025	2,921,078		2,921,078
Due to LTF - beginning of year	25,627,304		25,627,304
Due to LTF - end of year	\$28,548,382		\$28,548,382

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 5 – PARATRANSIT OPERATING GRANT LIMITATIONS

A. General

In addition to the calculations discussed in Note 4, two additional calculations for the Paratransit Program are required by MTC to determine eligibility and the amount, if any, that should be paid back to the County. The two calculations consist of a local match requirement of 10% and an eligibility requirement, as set forth below.

B. Local Match Requirement

Transit agencies are normally required to generate local revenues in excess of ten percent of operating expenses excluding depreciation. However, the Transportation Development Act exempts LAVTA from this requirement.

C. Maximum Article 4.5 and Measure BB Eligibility

Alameda County Measure BB funds and Article 4.5 funds are limited to a maximum eligibility amount, which is calculated as follows:

	2025	2024
Operating expenses excluding depreciation	\$2,163,848	\$2,001,208
Less:		
Actual passenger fare revenues	(126,312)	(120,887)
Special contract revenue	(26,176)	(38,440)
Article 4.0 LTF revenues		
Maximum eligibility	<u>\$2,011,360</u>	<u>\$1,841,881</u>

The amount, if any, due to Alameda County is computed as follows:

Maximum eligibility	\$2,011,360	\$1,841,881
Less:		
Article 4.5 LTF revenues	(46,914)	(225,974)
State Transit Assistance		
FTA operating assistance	(791,712)	(552,153)
Local sales tax/Measure BB funds	(912,741)	(872,166)
GAP Grants	(60,807)	(15,565)
Measure BB - City of Pleasanton	(199,186)	(176,023)
Deficit (surplus) of Measure B revenue over maximum eligibility	<u>\$0</u>	<u>\$0</u>

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 5 – PARATRANSIT OPERATING GRANT LIMITATIONS (Continued)

D. Article 4.5 and STA Funds to be Returned

The amount due to LTF is the difference between maximum eligibility and the total of TDA Article 4.5 revenues, if the total is greater than maximum eligibility.

	2025	2024
Maximum eligibility computed above	\$2,011,360	\$1,841,881
Total TDA Article 4.5 revenues	\$46,914	\$225,974
Amount, if any, to be returned to Alameda County	\$0	\$0

State Transit Assistance received by the Authority amounted to \$3,121,908 during fiscal year 2024-2025, which was expended for operating expenses of the Fixed Route Program.

NOTE 6 – CAPITAL GRANTS

A. Summary

The Authority's capital transactions and unexpended grant funds at June 30, 2025 are calculated as follows:

	Fixed Route Program	Paratransit Program	Total
Capital costs:			
Capital asset additions, non garage	(\$1,970,911)		(\$1,970,911)
Funding sources:			
FTA Capital Assistance	\$212,199		\$212,199
Local Transportation Fund 4.0	285,936		285,936
Bridge tolls	527,742		527,742
State Bond Fund - State of Good Repair	38,362		38,362
LCTOP	906,672		906,672
Total Funding Sources	\$1,970,911		\$1,970,911

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 6 – CAPITAL GRANTS (Continued)

B. State of Good Repair (SGR)

As part of the Road Repair and Accountability Act of 2017 established by the California Legislature by Senate Bill (SB) 1, signed by the Governor on April 28, 2018 included a program that provides additional revenue for transit infrastructure repair and service improvements. The Authority was awarded funding from the State of Good Repair (SGR) Program for years ended June 30, 2018 through June 30, 2025 for bus shelter and stop maintenance within the Authority's service area.

A summary of the Authority's outstanding State of Good Repair revenues, including interest earned on unspent funds and expenditures for the year ended June 30, 2025 are as follows and included in the Other Unearned Revenues as noted above:

Project Name	Grant Amount	Interest Earned		Expended in Fiscal		Unearned Revenue
		Prior Years	2024-25	Prior Years	2024-25	
SGR Programs						
FY 21 Battery Pack Replacements	\$60,996	\$2,480	\$1,218	\$28,701	\$35,975	\$18
FY 22 Transit Center Local Match	62,405	1,247	87	61,349	2,387	3
FY 23 Replacement Bus Purchase	64,628	2,923	3,037			70,588
FY 24 Replacement Bus Purchase	67,087	498	2,796			70,381
FY 25 Rutan Facility Rehabilitation and Enhancement	69,100		323			69,423
Total State of Good Repair	<u>\$324,216</u>	<u>\$7,148</u>	<u>\$7,461</u>	<u>\$90,050</u>	<u>\$38,362</u>	<u>\$210,413</u>
Total Unearned Revenues						<u>\$210,413</u>

NOTE 7 – NET POSITION

Net Position is the excess of all the Authority's assets and deferred outflows over all its liabilities and deferred inflows, regardless of fund. Net Position is described as follows:

Net Investment in Capital Assets describes the portion of Net Position which is represented by the current net book value of the Authority's capital assets, less the outstanding balance of any debt issued to finance these assets.

Restricted – This component of net position consists of amounts that are constrained for specific purposes which are externally imposed by providers, such as creditors, contracts, or amounts constrained due to constitutional provisions or enabling legislation. The Authority has restricted fund balance for amounts held by California Employers' Pension Prefunding Trust in the amount of \$454,183.

Unrestricted – This component of net position consists of the net amount of the assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in the determination of net investment in capital assets or the restricted component of net position. The Authority first applies restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position are available.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 8 – PENSION PLANS

A. General Information about the Pension Plans

Plan Descriptions – All qualified regular and probationary employees are eligible to participate in the Authority's Miscellaneous Plans, cost-sharing multiple employer defined benefit pension plans administered by the California Public Employees' Retirement System (CalPERS). Benefit provisions under the Plans are established by State statute and Authority resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

Benefits Provided – CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for the plan are applied as specified by the Public Employees' Retirement Law.

The Plans' provisions and benefits in effect at June 30, 2025 for Miscellaneous and Public Employees' Pension Reform Act of 2013 (PEPRA), are summarized as follows:

	Miscellaneous Tier I	Miscellaneous PEPRA
	Prior to January 1, 2013	On or after January 1, 2013
Hire date		
Benefit formula	2% @ 55	2% @ 62
Benefit vesting schedule	5 years service	5 years service
Benefit payments	monthly for life	monthly for life
Retirement age	50 - 63+	52 - 67+
Monthly benefits, as a % of eligible compensation	1.426% - 2.418%	1.0% - 2.5%
Required employee contribution rates	7.00%	7.75%
Required employer contribution rates	12.52%	7.87%
Required UAL Contribution	\$123,445	\$2,760

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 8 – PENSION PLANS (Continued)

Contributions – Section 20814(c) of the California Public Employees’ Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for both Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The Authority is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the year ended June 30, 2025, the contributions recognized as part of pension expense for the Plan were as follows:

	<u>Miscellaneous</u>
Contributions - employer	\$324,345

B. Pension Liabilities, Pension Expense and Deferred Outflows/Inflows of Resources Related to Pensions

As of June 30, 2025, the Authority reported net pension liabilities for its proportionate shares of the net pension liability of the Plan as follows:

	<u>Proportionate Share of Net Pension Liability</u>
Miscellaneous	\$1,325,703

The Authority’s net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plans is measured as of June 30, 2024, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2023 rolled forward to June 30, 2024 using standard update procedures. The Authority’s proportion of the net pension liability was based on a projection of the Authority’s long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined. The Authority’s proportionate share of the net pension liability for the Plan as of June 30, 2023 and 2024 was as follows:

Proportion - June 30, 2023	0.03210%
Proportion - June 30, 2024	<u>0.02741%</u>
Change - Increase (Decrease)	<u><u>-0.00470%</u></u>

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 8 – PENSION PLANS (Continued)

For the year ended June 30, 2025, the Authority recognized pension expense of (\$38,048). At June 30, 2025, the Authority reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$324,345	
Differences between actual and expected experience	114,619	(\$4,472)
Changes in assumptions	34,073	
Net differences between projected and actual earnings on plan investments	76,319	
Change in proportion and differences between actual contributions and proportionate share of contributions		(24,334)
Change in proportions	17,694	(143,542)
Total	<u>\$567,050</u>	<u>(\$172,348)</u>

\$324,345 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2026. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ended June 30	Annual Amortization
2026	\$14,583
2027	106,498
2028	(24,571)
2029	(26,153)
Total	<u>\$70,357</u>

Actuarial Assumptions – The total pension liabilities in the June 30, 2024 actuarial valuation was determined using the following actuarial assumptions:

	Miscellaneous Plan
Valuation Date	June 30, 2023
Measurement Date	June 30, 2024
Actuarial Cost Method	Entry-Age Normal in accordance with the requirements of GASB Statement No. 68
Actuarial Assumptions:	
Discount Rate	6.90%
Inflation	2.30%
Salary Increases	Varies by Entry Age and Service
Mortality Rate Table ¹	Derived using CalPERS' Membership Data for all Funds (1)
Post Retirement Benefit Increase	The lesser of Contract Cola or 2.30% until Purchasing Power Protection Allowance floor on purchase power applies, 2.30% thereafter

(1) The mortality table used was developed based on CalPERS-specific data. The probabilities of mortality are based on the 2021 CalPERS Experience Study and Review of Actuarial Assumptions. Mortality rates incorporate full generational mortality improvement using 80% of Scale MP-2020 published by the Society of Actuaries. For more details on this table, please refer to the 2021 experience study report from November 2021 that can be found on the CalPERS website.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 8 – PENSION PLANS (Continued)

The underlying mortality assumptions and all other actuarial assumptions used in the June 30, 2023 valuation were based on the results of a November 2021 actuarial experience study for the period 2001 to 2019. Further details of the Experience Study can be found on the CalPERS website.

Discount Rate – The discount rate used to measure the total pension liability for the Plan was 6.90%. The projections of cash flows used to determine the discount rate for the Plan assumed that contributions from all plan members in the Public Employees Retirement Fund (PERF) will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the next 20 years using a building-block approach. The expected rate of return was then adjusted to account for assumed administrative expenses of 10 basis points.

The expected real rates of return by asset class are as follows:

Asset Class (1)	Assumed Asset Allocation	Real return (1,2)
Global Equity - Cap-weighted	30.0%	4.54%
Global Equity - Non-Cap-weighted	12.0%	3.84%
Private Equity	13.0%	7.28%
Treasury	5.0%	0.27%
Mortgage-backed Securities	5.0%	0.50%
Investment Grade Corporates	10.0%	1.56%
High Yield	5.0%	2.27%
Emerging Market Debt	5.0%	2.48%
Private Debt	5.0%	3.57%
Real Assets	15.0%	3.21%
Leverage	-5.0%	-0.59%
Total	100%	

(1) An expected inflation of 2.30% used for this period.

(2) Figured are based on the 2021 Asset Liability Management study.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 8 – PENSION PLANS (Continued)

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate – The following presents the City’s proportionate share of the net pension liability for the Plan, calculated using the discount rate for the Plan, as well as what the Authority’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower of 1-percentage point higher than the current rate:

	Discount Rate		
	1% Decrease	Current	1% Increase
	5.90%	6.90%	7.90%
Miscellaneous	\$2,512,267	\$1,325,703	\$348,987

Pension Plan Fiduciary Net Position – Detailed information about the pension plan’s fiduciary net position is available in the separately issued CalPERS financial reports.

NOTE 9 – DEFERRED COMPENSATION PLAN

The Authority employees may defer a portion of their compensation under an Authority sponsored Deferred Compensation Plan created in accordance with Internal Revenue Code Section 457. Under this plan, participants are not taxed on the deferred portion of their compensation until distributed to them; distributions may be made only at termination, retirement, death or in an emergency as defined by the Plan.

The laws governing deferred compensation plan assets require plan assets to be held by a Trust for the exclusive benefit of plan participants and their beneficiaries. Since the assets held under these plans are not the Authority’s property and are not subject to Authority control, they have been excluded from these financial statements.

NOTE 10 – POST-EMPLOYMENT HEALTH CARE BENEFITS

- A. Plan Description:** The only OPEB provided by LAVTA, hereafter referred to as “the Authority” is medical plan coverage, which is administered as an Agent-Multiple Employer Benefit Plan.

Medical coverage is currently provided through CalPERS as permitted under the Public Employees' Medical and Hospital Care Act (PEMHCA). This coverage requires the employee to satisfy the requirements for retirement under CalPERS: either (a) attainment of age 50 (age 52, if a miscellaneous employee new to PERS on or after January 1, 2013) with 5 years of State or public agency service or (b) an approved disability retirement. The employee must begin his or her pension benefit within 120 days of terminating employment with the Authority to be eligible to continue medical coverage through the Authority and be entitled to the employer subsidy described below. Employees covered by the PEMHCA Vesting Resolution who work at least 20 years for the Authority are not subject to the retirement to begin their pension benefit within 120 days of leaving the Authority’s employment.

If an eligible employee is not already enrolled in the medical plan, he or she may enroll within 60 days of retirement or during any future open enrollment period. Coverage may be continued at the retiree's option for his or her lifetime. A surviving spouse and other eligible dependents may also continue coverage.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 10 – POST-EMPLOYMENT HEALTHCARE BENEFITS (Continued)

- B. Benefits Provided** – The Authority has been under contract with CalPERS for medical plan coverage since 1986. As a condition of participation in this program, the Authority is obligated to contribute toward the cost of retiree medical coverage for the retiree's lifetime or until coverage is discontinued. A surviving spouse and other eligible dependents may also continue coverage and receive the Authority's contribution.

The Authority currently maintains two different types of resolutions with CalPERS which apply to those eligible for coverage (as described above), based on the employee's hire date:

- Retirees hired before July 1, 2010 are covered by an equal contribution resolution. This resolution provides for the Authority to pay the full cost of the selected medical premium for the retiree and any enrolled dependents, up to a maximum of 100% of the employee's medical premiums plus 100% of dependent premiums up to the highest cost HMO plan.
- Retirees hired on or after July 1, 2010 are covered by a PEMHCA 'vesting' resolution. Under this resolution, the Authority's contribution toward retiree medical benefits is determined as the lesser of (a) and (b):

(a) 100% of the medical plan premiums for the retiree and his or her eligible dependents and (b) The maximum monthly benefits (caps) under the vesting formula multiplied by the vesting percent. Cap amounts vary by coverage level and are adjusted annually. In 2025, the caps are \$1,060 (single), \$2,039 (two-party) and \$2,551 (family). The vesting percent is based on years of CalPERS membership (but at least 5 years with the Authority).

Employees covered by the PEMHCA vesting resolution who qualify for and take an approved disability retirement are automatically 100% vested, regardless of their years of service. Unlike retirees hired prior to July 2010, those covered by the vesting resolution who complete at least 20 years of service with the Authority are entitled to these subsidized medical benefits even if they terminate employment prior to reaching the earliest retirement age permitted under their retirement program.

Spousal Coverage: Active employees: 85% of future retirees are assumed to be married and 75% of those married are assumed to elect coverage for their spouse in retirement. Surviving spouses are assumed to continue coverage until their death. Husbands are assumed to be 3 years older than their wives.

Retired participants: Existing elections for spouse coverage are assumed to be continued until the spouse's death. Actual spouse ages are used, where known; if not, husbands are assumed to be 3 years older than their wives.

Years of Qualifying Service	Vested Percent	Years of Qualifying Service	Vested Percent
Less than 10	0%	15	75%
10	50%	16	80%
11	55%	17	85%
12	60%	18	90%
13	65%	19	95%
14	70%	20 or more	100%

For the year ended June 30, 2025, the Authority's contributions to the Plan were \$272,701.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 10 – POST-EMPLOYMENT HEALTHCARE BENEFITS (Continued)

Employees Covered by Benefit Terms – Membership in the plan consisted of the following at the measurement date of June 30, 2024:

Active employees	15
Inactive employees or beneficiaries currently receiving benefit payments	12
Inactive employees entitled to but not yet receiving benefit payments	-
Total	27

C. Net OPEB Asset

Actuarial Methods and Assumptions – The Authority's net OPEB asset was measured as of June 30, 2024 and the total OPEB liability used to calculate the net OPEB asset was determined by an actuarial valuation dated June 30, 2023 that was rolled forward using standard update procedures to determine the net OPEB liability as of June 30, 2024, based on the following actuarial methods and assumptions:

	Actuarial Assumptions
Valuation Date	June 30, 2023
Measurement Date	June 30, 2024
Actuarial Cost Method	Entry Age Normal Cost, level percent of pay
Actuarial Assumptions:	
Discount Rate	6.15%
Inflation	2.50%
Payroll Growth	3.00%
Investment Rate of Return	6.15%
Mortality Rate	MacLeod Watts Scale 2022 applied generationally from 2017
Asset Valuation Method	Market Value of Assets
Healthcare Trend Rate	6.5% decreasing to 3.9% by 2075 and later

The underlying mortality assumptions were based on the Macleod Watts Scale 2022, which is a two-dimensional mortality improvement scale reflecting both age and year of mortality improvement. The underlying base scale is Scale MP-2021 which has two segments - (1) historical improvement rates for the period 1951-2017 and (2) an estimate of future mortality improvement for years 2018-2020 using the Scale MP-2021 methodology but utilizing the assumptions obtained from Scale MP-2015. The Macleod Watts scale then transitions from the 2020 improvement rate to the Social Security Administration (SSA) Intermediate Scale linearly over the 10-year period 2021-2030. After this transition period, the Macleod Watts Scale uses the constant mortality improvement rate from the SSA Intermediate Scale from 2030-2044. The SSA's Intermediate Scale has a final step down in 2045 which is reflected in the Macleod Watts scale for years 2045 and thereafter. Over the ages 95 to 117, the SSA improvement rate is graded to zero.

Scale MP-2021 can be found at the SOA website and the projection scales used in the 2021 Social Security Administrations Trustees Report at the Social Security Administration website.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 10 – POST-EMPLOYMENT HEALTHCARE BENEFITS (Continued)

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table.

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Global Equity	49%	3.90%
Fixed Income	23%	2.70%
Global Real Estate (REITs)	20%	3.70%
Treasury Inflation Protected Securities	5%	1.70%
Commodities	3%	2.90%
Total	100%	

Discount Rate – The discount rate used to measure the total OPEB liability was 6.15%. The discount rate used at June 30, 2024 measurement date was 6.15%. The projection of cash flows used to determine the discount rate assumed that Authority's contributions will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the OPEB plan's fiduciary net position was projected to be available to make all projected OPEB payments for current active and inactive employees and beneficiaries. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

D. Changes in Net OPEB Liability (Asset)

The changes in the net OPEB liability (asset) follows:

	Increase (Decrease)		
	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB Liability/(Asset)
	(a)	(b)	(a) - (b)
Balance at 6/30/2023 (Measurement Date)	\$2,863,027	\$2,932,665	(\$69,638)
Changes Recognized for the Measurement Period:			
Service Cost	122,951		122,951
Interest on the total OPEB liability	180,663		180,663
Differences between expected and actual experience	255,618		255,618
Contributions from the employer		223,596	(223,596)
Net investment income		334,676	(334,676)
Administrative expenses		(980)	980
Benefit payments	(96,736)	(96,736)	
Net changes	462,496	460,556	1,940
Balance at 6/30/2024 (Measurement Date)	\$3,325,523	\$3,393,221	(\$67,698)

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 10 – POST-EMPLOYMENT HEALTHCARE BENEFITS (Continued)

Detailed information about the OPEB plan's fiduciary net position is available in the separately issued plan financial report. The benefit payments and refunds include implied subsidy benefit payments in the amount of \$9,205.

E. Sensitivity of the Net OPEB Liability to Changes in the Discount Rate and Healthcare Cost Trend Rates

The following presents the net OPEB liability of the Authority, as well as what the Authority's net OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.15%) or 1-percentage-point higher (7.15%) than the current discount rate:

Net OPEB Liability/(Asset)		
Discount Rate -1%	Discount Rate	Discount Rate +1%
(5.15%)	(6.15%)	(7.15%)
\$405,338	(\$67,698)	(\$458,288)

The following presents the net OPEB liability of the Authority, as well as what the Authority's net OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower or 1-percentage-point higher than the current healthcare cost trend rates:

Net OPEB Liability/(Asset)		
Current Healthcare Cost		
1% Decrease	Trend Rates	1% Increase
(\$516,630)	(\$67,698)	\$491,105

F. OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB

For the year ended June 30, 2025, the Authority recognized OPEB expense of \$123,147. At June 30, 2025, the Authority reported deferred outflows and inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Employer contributions made subsequent to the measurement date	\$272,701	
Differences between actual and expected experience	219,565	(\$234,464)
Changes of assumptions	138,032	(51,335)
Net differences between projected and actual earnings on plan investments	26,200	
Total	\$656,498	(\$285,799)

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
NOTES TO BASIC FINANCIAL STATEMENTS
For The Year Ended June 30, 2025

NOTE 10 – POST-EMPLOYMENT HEALTHCARE BENEFITS (Continued)

\$272,701 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the OPEB liability in the year ended June 30, 2026. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized as part of OPEB expense as follows:

Year Ended June 30	Annual Amortization
2026	(\$7,993)
2027	94,715
2028	(21,472)
2029	(9,765)
2030	6,571
Thereafter	35,942
Total	<u>\$97,998</u>

NOTE 11 – CONTINGENT LIABILITIES

The Authority is subject to litigation arising in the normal course of business. In the opinion of the Authority's legal counsel there is no pending litigation, which is likely to have a material adverse effect on the financial position of the Authority.

The Authority participates in Federal and State grant programs. These programs have been audited by the Authority's independent auditors in accordance with the provisions of the Federal Single Audit Act as amended and applicable State requirements. No cost disallowances were proposed as a result of these audits; however, these programs are still subject to further examination by the grantors and the amount, if any, of expenses which may be disallowed by the granting agencies cannot be determined at this time. The Authority expects such amounts, if any, to be immaterial.

NOTE 12 – MAJOR CONTRACTOR

During fiscal year 2018, the Authority renewed its contract agreement with MV Transportation Inc. to operate and maintain the fixed route program. The term is from July 1, 2018 to June 30, 2021, with an option to extend for up to four additional one-year terms, exercisable at LAVTA's sole discretion, LAVTA exercised the first year option for FY22. MV Transportation Inc. is paid monthly based on a fixed fee plus a fee calculated per service hour. In April 2022 this contract was amended to reflect the need to increase wages for the contractor's personnel in order to provide a competitive wage. Expenses incurred under this contract amounted to \$12,034,770 for the fiscal year ended June 30, 2025.

In April 2021, the Board of Directors entered into a contract with Contra Costa County Transportation Authority for share Paratransit services. This contract involves a sub-contractor, Transdev. The contract is paid on a fixed monthly fee plus service hour basis. In fiscal year 2025 the expenses under this contract amounted to \$1,850,362.

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REQUIRED SUPPLEMENTARY INFORMATION

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LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
Cost-Sharing Multiple-Employer Defined Pension Plan
As of fiscal year ending June 30, 2025
Last 10 Years

SCHEDULE OF CHANGES IN THE NET PENSION LIABILITY AND RELATED RATIOS

Measurement Date	6/30/2015	6/30/2016	6/30/2017	6/30/2018	6/30/2019
Plan's proportion of the Net Pension Liability (Asset)	0.02310%	0.02550%	0.02730%	0.0278994%	0.0296746%
Plan's proportion share of the Net Pension Liability (Asset)	\$634,007	\$886,251	\$1,075,263	\$1,051,448	\$1,188,321
Plan's Covered Payroll	\$1,055,059	\$1,182,687	\$1,280,580	\$1,318,639	\$1,318,697
Plan's Proportionate Share of the Net Pension Liability/(Asset) as a Percentage of its Covered Payroll	60.09%	74.94%	83.97%	79.74%	90.11%
Plan's Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability	78.40%	74.06%	73.31%	77.69%	73.37%

Measurement Date	6/30/2020	6/30/2021	6/30/2022	6/30/2023	6/30/2024
Plan's proportion of the Net Pension Liability (Asset)	0.0316032%	0.0318717%	0.0354450%	0.0321048%	0.0274098%
Plan's proportion share of the Net Pension Liability (Asset)	\$1,333,048	\$605,181	\$1,658,554	\$1,605,376	\$1,325,703
Plan's Covered Payroll	\$1,430,831	\$1,580,036	\$1,549,607	\$1,755,777	\$1,937,912
Plan's Proportionate Share of the Net Pension Liability/(Asset) as a Percentage of its Covered Payroll	93.17%	38.30%	107.03%	91.43%	68.41%
Plan's Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability	73.12%	90.49%	76.68%	76.21%	78.08%

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
Cost-Sharing Multiple-Employer Defined Pension Plan
As of fiscal year ending June 30, 2025
Last 10 Years

SCHEDULE OF CONTRIBUTIONS

Fiscal Year ended June 30:	2016	2017	2018	2019	2020
Actuarially determined contribution	\$82,453	\$125,806	\$128,881	\$152,147	\$183,665
Contributions in relation to the actuarially determined contributions	(82,453)	(125,806)	(128,881)	(152,147)	(183,665)
Contribution deficiency (excess)	-	-	-	-	-
Covered payroll	\$1,182,687	\$1,280,580	\$1,318,639	\$1,318,697	\$1,430,831
Contributions as a percentage of covered payroll	6.97%	9.82%	9.77%	11.54%	12.84%
Fiscal Year ended June 30:	2021	2022	2023	2024	2025
Actuarially determined contribution	\$239,002	\$248,864	\$251,262	\$282,266	\$324,345
Contributions in relation to the actuarially determined contributions	(239,002)	(248,864)	(251,262)	(282,266)	(324,345)
Contribution deficiency (excess)	-	-	-	-	-
Covered payroll	\$1,585,156	\$1,580,036	\$1,549,607	\$1,755,777	\$1,937,912
Contributions as a percentage of covered payroll	15.08%	15.75%	16.21%	16.08%	16.74%

Notes to Schedule:

	Miscellaneous Plan
Valuation Date	June 30, 2023
Measurement Date	June 30, 2024
Actuarial Cost Method	Entry-Age Normal in accordance with the requirements of GASB Statement No. 68
Actuarial Assumptions:	
Discount Rate	6.90%
Inflation	2.30%
Salary Increases	Varies by Entry Age and Service
Mortality Rate Table ¹	Derived using CalPERS' Membership Data for all Funds (1)
Post Retirement Benefit Increase	The lesser of Contract Cola or 2.30% until Purchasing Power Protection Allowance floor on purchase power applies, 2.30% thereafter

(1) The mortality table used was developed based on CalPERS-specific data. The probabilities of mortality are based on the 2021 CalPERS Experience Study and Review of Actuarial Assumptions. Mortality rates incorporate full generational mortality improvement using 80% of Scale MP-2020 published by the Society of Actuaries. For more details on this table, please refer to the 2021 experience study report from November 2021 that can be found on the CalPERS website.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
Other Post-Employment Benefit Plan
As of fiscal year ended June 30, 2025

SCHEDULE OF CHANGES IN THE NET OPEB LIABILITY AND RELATED RATIOS

CALPERS
Last 10 fiscal years*

Measurement Date	6/30/17	6/30/18	6/30/19	6/30/20	6/30/21	6/30/22	6/30/23	6/30/24
Total OPEB Liability								
Service Cost	\$94,769	\$97,849	\$101,028	\$97,091	\$100,004	\$110,805	\$127,738	\$122,951
Interest	151,446	159,290	167,222	159,915	169,056	172,894	184,012	180,663
Changes in benefit terms								
Differences between expected and actual experience			(261,886)		(73,214)		(216,346)	255,618
Changes of assumptions			146,247		(36,962)	190,682	(48,231)	-
Benefit payments	(123,756)	(150,720)	(143,286)	(122,344)	(122,581)	(101,376)	(96,940)	(96,736)
Net change in total OPEB liability	122,459	106,419	9,325	134,662	36,303	373,005	(49,767)	462,496
Total OPEB liability - beginning	2,130,621	2,253,080	2,359,499	2,368,824	2,503,486	2,539,789	2,912,794	2,863,027
Total OPEB liability - ending (a)	\$2,253,080	\$2,359,499	\$2,368,824	\$2,503,486	\$2,539,789	\$2,912,794	\$2,863,027	\$3,325,523
Plan fiduciary net position								
Contributions - employer	\$244,507	\$280,660	\$310,474	\$248,726	\$244,247	\$234,077	\$247,271	\$223,596
Contributions - employee								
Net investment income	130,957	114,555	108,365	80,375	604,163	(406,821)	170,992	334,676
Administrative expense	(656)	(767)	(369)	(967)	(836)	(748)	(767)	(980)
Benefit payments	(123,756)	(150,720)	(143,286)	(122,344)	(122,581)	(101,376)	(96,940)	(96,736)
Other Expenses		(1,904)						
Net change in plan fiduciary net position	251,052	241,824	275,184	205,790	724,993	(274,868)	320,556	460,556
Plan fiduciary net position - beginning	1,188,134	1,439,186	1,681,010	1,956,194	2,161,984	2,886,977	2,612,109	2,932,665
Plan fiduciary net position - ending (b)	\$1,439,186	\$1,681,010	\$1,956,194	\$2,161,984	\$2,886,977	\$2,612,109	\$2,932,665	\$3,393,221
Net OPEB liability - ending (a)-(b)	\$813,894	\$678,489	\$412,630	\$341,502	(\$347,188)	\$300,685	(\$69,638)	(\$67,698)
Plan fiduciary net position as a percentage of the total OPEB liability	63.88%	71.24%	82.58%	86.36%	113.67%	89.68%	102.43%	102.04%
Covered payroll	\$1,320,431	\$1,299,760	\$1,265,362	\$1,406,535	\$1,510,348	\$1,580,036	\$1,549,607	\$1,678,794
Net OPEB liability as a percentage of covered-employee payroll	62.62%	52.20%	32.61%	24.28%	-22.99%	19.03%	-4.49%	-4.03%

Notes to schedule:

* Fiscal year 2018 was the first year of implementation.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
Other Post-Employment Benefit Plan
As of fiscal year ended June 30, 2025

SCHEDULE OF CONTRIBUTIONS

CALPERS
Last 10 fiscal years*

Fiscal Year Ended June 30,	2018	2019	2020	2021
Actuarially determined contribution	\$162,064	\$167,188	\$172,474	\$150,331
Contributions in relation to the actuarially determined contribution	280,660	310,474	248,726	244,247
Contribution deficiency (excess)	(\$118,596)	(\$143,286)	(\$76,252)	(\$93,916)
Covered payroll	\$1,299,760	\$1,265,362	\$1,406,535	\$1,510,348
Contributions as a percentage of covered employee payroll	21.59%	24.54%	17.68%	16.17%
Notes to Schedule				
Valuation date:	6/30/2018	6/30/2017	6/30/2019	6/30/2019
<u>Methods and assumptions used to determine contribution rates:</u>				
Valuation Date	6/30/2017	6/30/2017	6/30/2017	6/30/2019
Actuarial Assumptions:				
Actuarial Cost Method	Entry Age Normal	Entry Age Normal	Entry Age Normal	Entry Age Normal
Amortization Method	Level % 30 yr closed	Level % 30 yr closed	Level % 30 yr closed	Level % 30 yr closed
Inflation	2.75%	2.75%	2.75%	2.50%
Payroll Growth	3.25%	3.25%	3.25%	3.00%
Investment Rate of Return	7%	7%	7%	6.65%
Mortality Rate	MacLeod Watts Scale 2017 applied generationally	MacLeod Watts Scale 2017 applied generationally	MacLeod Watts Scale 2017 applied generationally	MacLeod Watts Scale 2018 applied generationally
Healthcare Trend Rate	7.5% decreasing to 5%	7.5% decreasing to 5%	7.5% decreasing to 5%	6.5% decreasing to 4%
Fiscal Year Ended June 30,	2022	2023	2024	2025
Actuarially determined contribution	\$91,171	\$157,790	\$193,695	\$235,489
Contributions in relation to the actuarially determined contribution	234,077	247,271	223,596	272,701
Contribution deficiency (excess)	(\$142,906)	(\$89,481)	(\$29,901)	(\$37,212)
Covered payroll	\$1,580,036	\$1,549,607	\$1,678,794	\$1,937,912
Contributions as a percentage of covered employee payroll	14.81%	15.96%	13.32%	14.07%
Notes to Schedule				
Valuation date:	6/30/2021	6/30/2022	6/30/2023	6/30/2023
<u>Methods and assumptions used to determine contribution rates:</u>				
Valuation Date	6/30/2021	6/30/2022	6/30/2023	6/30/2023
Actuarial Assumptions:				
Actuarial Cost Method	Entry Age Normal	Entry Age Normal	Entry Age Normal	Entry Age Normal
Amortization Method	Level % 30 yr closed	Level % 30 yr closed	Level % 30 yr closed	Level % 30 yr closed
Inflation	2.50%	2.50%	2.50%	2.50%
Payroll Growth	3.00%	3.00%	3.00%	3.00%
Investment Rate of Return	6.65%	6.15%	6.15%	6.15%
Mortality Rate	MacLeod Watts Scale 2020 applied generationally	MacLeod Watts Scale 2020 applied generationally	MacLeod Watts Scale 2022 applied generationally	MacLeod Watts Scale 2022 applied generationally
Healthcare Trend Rate	5.7% decreasing to 4%	5.6% decreasing to 4%	6.5% decreasing to 3.9%	6.5% decreasing to 3.9%

Notes to schedule:

* Fiscal year 2018 was the first year of implementation.

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SUPPLEMENTARY INFORMATION

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LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
SCHEDULE OF OPERATING AND NON-OPERATING REVENUES AND EXPENSES BY FUNCTION
FOR THE YEAR ENDED JUNE 30, 2025
WITH SUMMARIZED TOTALS FOR THE YEAR OF JUNE 30, 2024

	Fixed Route	Paratransit	WHEELS on Demand	Totals	
				2025	2024
REVENUES					
Fares	\$1,376,620	\$126,312		\$1,502,932	\$1,518,380
Special contract revenue	684,315	26,176		710,491	723,907
Advertising and concessions	215,052			215,052	208,918
Interest and miscellaneous	1,084,844			1,084,844	775,838
Local Transportation Funds 4.0	10,581,800		\$271,298	10,853,098	5,224,606
Local Transportation Funds 4.5		46,914		46,914	225,974
State Transit Assistance	3,121,908			3,121,908	3,373,932
Local operating assistance	30,000		5,732	35,732	6,519
FTA operating assistance		791,712		791,712	5,007,356
Local sales tax/Measure BB funds	1,848,611	912,741		2,761,352	2,690,937
Measure BB - GAP Grants		60,807		60,807	18,546
Measure BB - City of Pleasanton		199,186		199,186	176,023
Bridge tolls	1,182,719			1,182,719	1,383,577
Total Revenues	\$20,125,869	\$2,163,848	\$277,030	\$22,566,747	\$21,334,513
EXPENSES					
Labor	\$1,842,803	\$148,574	\$29,150	\$2,020,527	\$1,787,639
Fringe benefits	1,152,586	51,633	7,942	1,212,161	1,279,090
Services	2,584,219	45,298	10,170	2,639,687	2,324,435
Purchased transportation	12,034,675	1,894,864	229,769	14,159,308	13,556,008
Fuel, parts, supplies and other operation costs	1,156,069	14,521		1,170,590	1,361,885
Insurance	853,322	4,163		857,485	730,764
Administration and legal	502,195	4,795		506,990	294,692
Depreciation	6,564,066	4,581		6,568,647	8,065,299
Transfer of Parking Garage to County					20,181,711
Gain (Loss) on disposal of equipment	(20,247)			(20,247)	
Total Expenses	\$26,669,688	\$2,168,429	\$277,031	\$29,115,148	\$49,581,523





Statistical Section

3

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STATISTICAL SECTION

This part of the Authority's Annual Comprehensive Financial Report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the Authority's overall financial health. In contrast to the financial section, the statistical section information is not subject to independent audit.

Financial Trends

These schedules contain trend information to help the reader understand how the Authority's financial performance and well-being have changed over time:

1. Changes in Net Position and Statement of Net Position
2. Operating Revenues by Source
3. Operating Expenses by Function

Revenue Capacity & Demographic and Economic Information

Revenue Capacity -These schedules contain information to help the reader assess the Authority's most significant local revenue source, fare box revenues.

Demographic and Economic Information – These schedules offer demographic and economic indicators to help the reader understand the environment within which the Authority's financial activities take place.

Since the Authority analyzes its primary "own source" revenues using demographic data from its ridership, data for the above two sections have been combined for the reader.

1. Fixed Route Service Operating Data
2. Paratransit Services-Operating Data
3. Fixed Route Operating Statistics
4. Fixed Route Safety Statistics
5. Paratransit Operating Statistics
6. Percent of On-time Departures
7. Demographic and Economic Statistics
8. Principal Employers

Debt Capacity

The Authority has not issued any long term debt since its formation.

Operating Information

These schedules contain service and infrastructure data to help the reader understand how the information in the Authority's financial report relates to the services the Authority provides and the activities it performs:

1. Full-Time Equivalent Authority Employees by Function
2. Capital Asset Statistics by Function/Program

Sources

Unless otherwise noted, the information in these schedules is derived from the Annual Comprehensive Financial Reports for the relevant year.

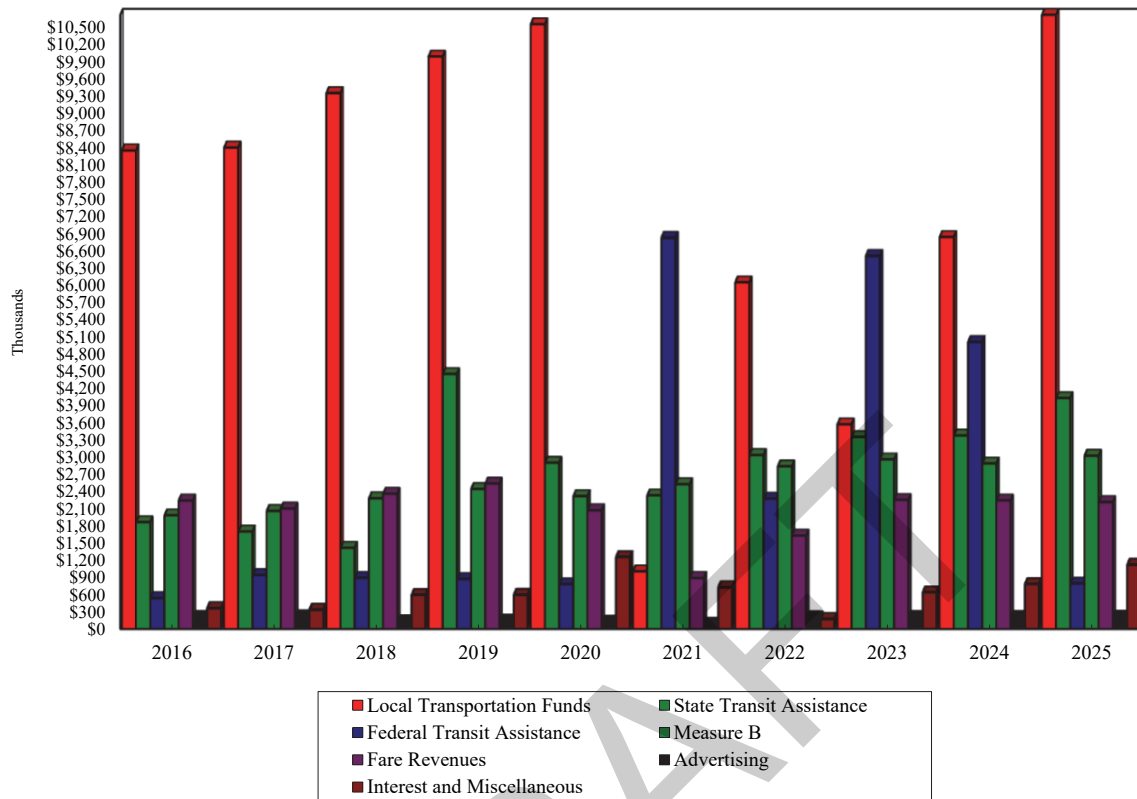
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
Financial Trends
Changes in Net Position and Statement of Net Position
Last Ten Fiscal Years

	2016	2017	2018	2019
Operating Revenues:				
Fare Revenue & Special Contract Revenue	\$2,239,549	\$2,100,641	\$2,358,653	\$2,535,311
Advertising & Ticket Concessions	207,674	220,205	134,585	146,290
Total Operating Revenues	2,447,223	2,320,846	2,493,238	2,681,601
Operating Expenses:				
Board of Directors	12,400	14,000	12,600	17,190
Executive Director	286,187	389,213	1,595,315	3,848,996
Finance	1,626,818	1,774,636	1,435,628	2,046,045
Planning	872,266	635,082	813,384	573,804
Marketing	380,240	749,882	581,771	777,227
Operations	12,354,542	12,150,840	12,582,572	13,745,979
Depreciation	2,851,726	2,899,301	4,381,174	4,354,157
Total Operating Expenses	18,384,179	18,612,954	21,402,444	25,363,398
Operating loss	(15,936,956)	(16,292,108)	(18,909,206)	(22,681,797)
Nonoperating Revenues (Expenses):				
Local Transportation Funds	7,760,657	7,719,945	8,250,669	6,455,113
State Transit Assistance	1,862,911	1,697,975	1,414,435	4,446,481
Local Operating Assistance	263,750	137,500	514,070	162,999
Federal Transit Assistance	536,514	941,565	890,169	870,129
Measures BB	1,981,247	2,058,647	2,278,736	2,549,883
Bridge tolls	580,836	671,636	1,089,005	3,519,961
Interest and Miscellaneous	99,315	198,014	79,987	431,776
Transit and Intercity Rail				
LCTOP				
Transfer of Parking Garage to County				
Gain (loss) on disposal of capital assets		54,800	(33,816)	(52,472)
Total Nonoperating Revenues	13,085,230	13,480,082	14,483,255	18,383,870
Add Capital contributions (grants)				
STP/CMAQ Grant				
FTA Capital Assistance	62,522	14,004,539	11,728,464	407,821
Local Transportation Funds 4.0	82,892	3,087,479	3,079,866	670,993
Transit and Intercity Rail				
Bridge Tolls	15,020	519,943	535,578	
Local Sales / Measure B				
State of Good Repair				
State Bond Fund - Prop 1B	111,765	862,449	132,519	196,738
RM2 Viewpoint				
Low Carbon Transit Operations Program			256,773	
Tri-Valley Transportation Council			92,399	37,537
State Transit Assistance				
LCTOP				
STIP				
Contractor Contribution				
Proceeds from Bus Sales		13,312	10,960	
Total Capital Contributions	272,199	18,487,722	15,836,559	1,313,089
Change in net position	(2,579,527)	15,675,696	11,410,608	(2,984,838)
Net position - beginning of period	2,343,184	(236,343)	50,112,398	61,523,006
Net position - end of period	(\$236,343)	\$15,439,353	\$61,523,006	\$58,538,168
Statement of Net Position				
Net investment in capital assets	(\$236,343)	\$51,240,131	\$62,661,701	\$59,709,187
Restricted for Pension trust				
Restricted for OPEB Asset				
Unrestricted		101,457	(1,138,695)	(1,138,695)
Total net position	(\$236,343)	\$51,341,588	\$61,523,006	\$58,570,492

Source: LAVTA's basic financial statements.

2020	2021	2022	2023	2024	2025
\$2,070,034	\$889,319	\$1,626,959	\$2,249,423	\$2,242,287	\$2,213,423
126,872	88,984	206,973	208,095	208,918	215,052
2,196,906	978,303	1,833,932	2,457,518	2,451,205	2,428,475
13,398	12,650	17,400	16,917	26,240	25,505
2,643,685	342,877	506,257	275,145	419,245	541,671
1,941,196	1,745,186	1,344,662	2,781,353	2,576,129	2,581,664
724,499	543,962	428,231	440,153	273,510	293,703
681,431	178,649	428,934	399,599	908,134	1,105,879
13,978,804	11,556,825	13,476,763	15,561,623	17,131,255	18,018,326
4,502,614	4,430,184	3,955,850	3,736,541	8,065,299	6,568,647
24,485,627	18,810,333	20,158,097	23,211,331	29,399,812	29,135,395
(22,288,721)	(17,832,030)	(18,324,165)	(20,753,813)	(26,948,607)	(26,706,920)
7,622,740	594,510	5,635,706	2,533,070	5,450,580	10,900,012
2,898,635	2,328,173	3,033,985	2,649,435	3,373,932	3,121,908
884,121	409,794	136,134	272,445	6,519	35,732
779,525	6,819,121	2,273,383	6,505,849	5,007,356	791,712
2,388,665	2,524,565	2,835,442	2,956,438	2,885,506	3,021,345
2,915,325	409,489	409,489	1,036,467	1,383,577	1,182,719
212,809	161,891	31,171	364,938	775,838	1,084,844
	154,303	6,894			
		206,113	698,630		
				(20,181,711)	
(21,777)		(31,581)	(22,805)		(20,247)
17,680,043	13,401,846	14,536,736	16,994,467	(1,298,403)	20,118,025
330,540	110,022		11,587,268	46,212	212,199
764,318	1,809,530	765,756	3,664,159	759,852	285,936
		925,026	10,944,462	8,311,942	
68,221	755,939				
	12,124				
	112,515	112,782	138,317		38,362
	20,505				
863,729	146,334				
		410,657	130,343		527,742
					906,672
	33,308				
2,026,808	3,000,277	2,214,221	26,464,549	9,118,006	1,970,911
(2,581,870)	(1,429,907)	(1,573,208)	22,705,203	(19,129,004)	(4,617,984)
58,570,492	56,248,354	54,818,447	53,245,239	75,950,442	56,821,438
\$55,988,622	\$54,818,447	\$53,245,239	\$75,950,442	\$56,821,438	\$52,203,454
\$57,387,049	\$55,957,142	\$54,183,932	\$76,889,135	\$57,760,412	\$53,142,429
			204,032	322,062	454,183
(1,138,695)	(1,138,695)	(938,693)	(1,142,725)	(1,261,036)	67,698
\$56,248,354	\$54,818,447	\$53,245,239	\$75,950,442	\$56,821,438	(1,460,856)

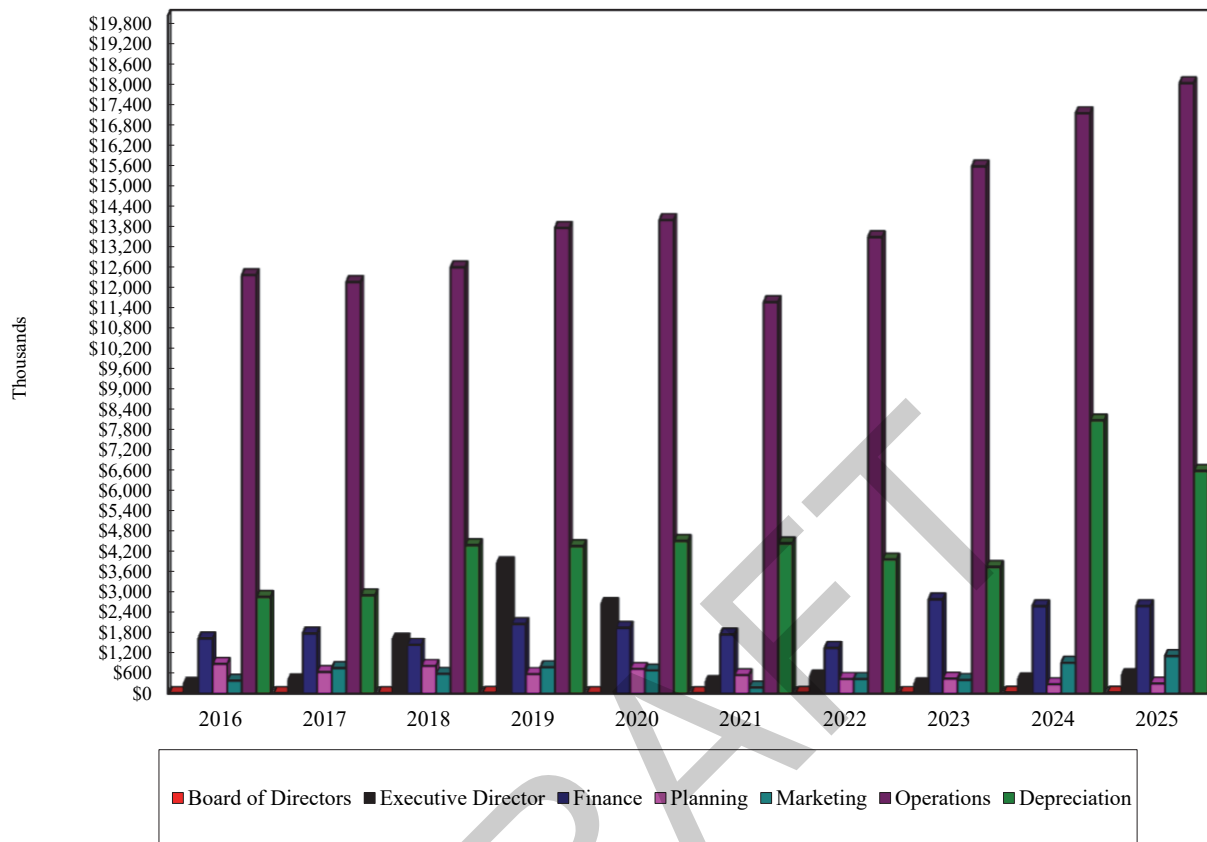
**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
OPERATING AND NON-OPERATING REVENUES BY SOURCE
LAST TEN FISCAL YEARS**



Fiscal Year	Local Transportation Funds	State Transit Assistance	Federal Transit Assistance	Measures B & BB	Fare Revenues & Special Contract Revenue	Advertising & Ticket Concessions	Local Operating Assistance, Interest and Miscellaneous	Total
2016	\$8,341,493	\$1,862,911	\$536,514	\$1,981,247	\$2,239,549	\$207,674	\$363,065	\$15,532,453
2017	8,391,581	1,697,975	941,565	2,058,647	2,100,641	220,205	335,514	15,746,128
2018	9,339,674	1,414,435	890,169	2,278,736	2,358,653	134,585	594,057	17,010,309
2019	9,975,074	4,446,481	870,129	2,441,181	2,535,311	146,290	594,775	21,009,241
2020	10,538,065	2,898,635	779,525	2,315,860	2,070,034	126,872	1,254,022	19,983,013
2021	1,003,999	2,328,173	6,819,121	2,524,565	889,319	88,984	725,988	14,380,149
2022	6,045,195	3,033,985	2,273,383	2,835,442	1,626,959	206,973	174,199	16,196,136
2023	3,569,537	3,348,065	6,505,849	2,956,438	2,249,423	208,095	637,383	19,474,790
2024	6,834,157	3,373,932	5,007,356	2,885,506	2,242,287	208,918	782,357	21,334,513
2025	12,082,731	4,028,580	791,712	3,021,345	2,213,423	215,052	1,120,576	23,473,419

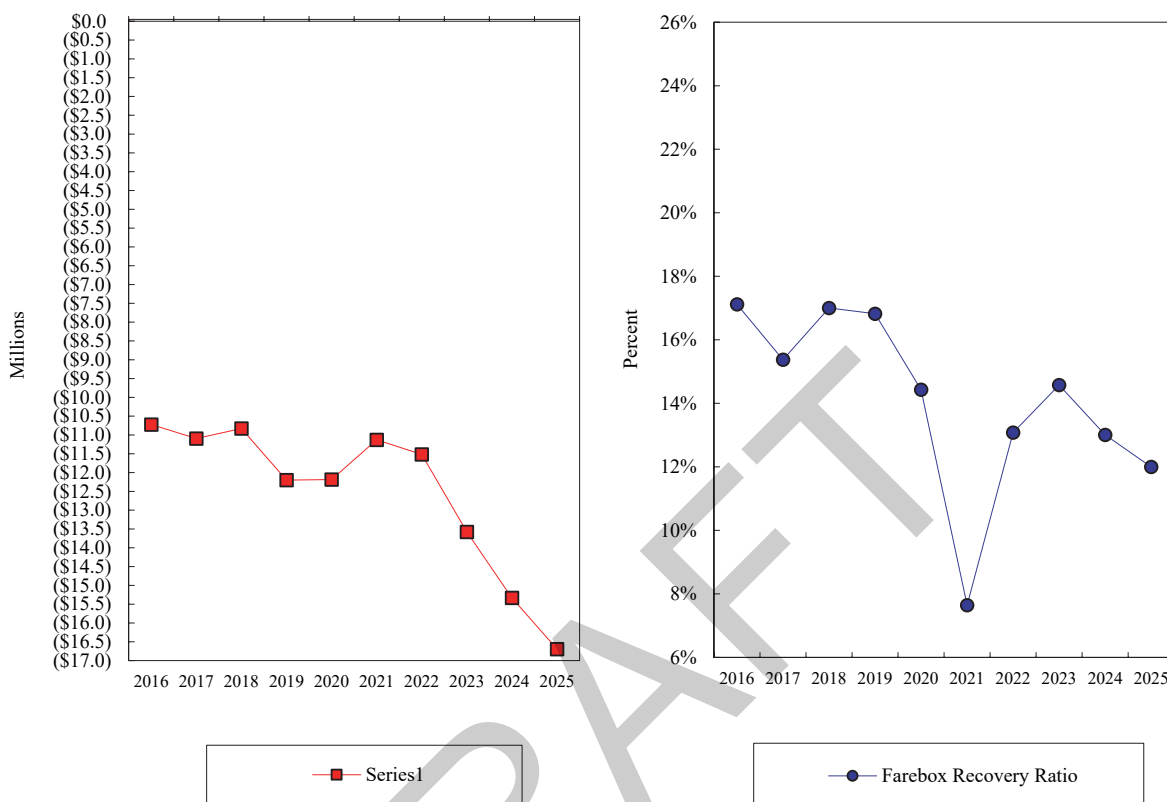
Source: Livermore Amador Valley Transit Authority Audit Reports

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
OPERATING EXPENSES BY FUNCTION
LAST TEN FISCAL YEARS**



Source: Livermore Amador Valley Transit Authority Audit Reports

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
FIXED ROUTE SERVICE-OPERATING DATA
LAST TEN FISCAL YEARS**

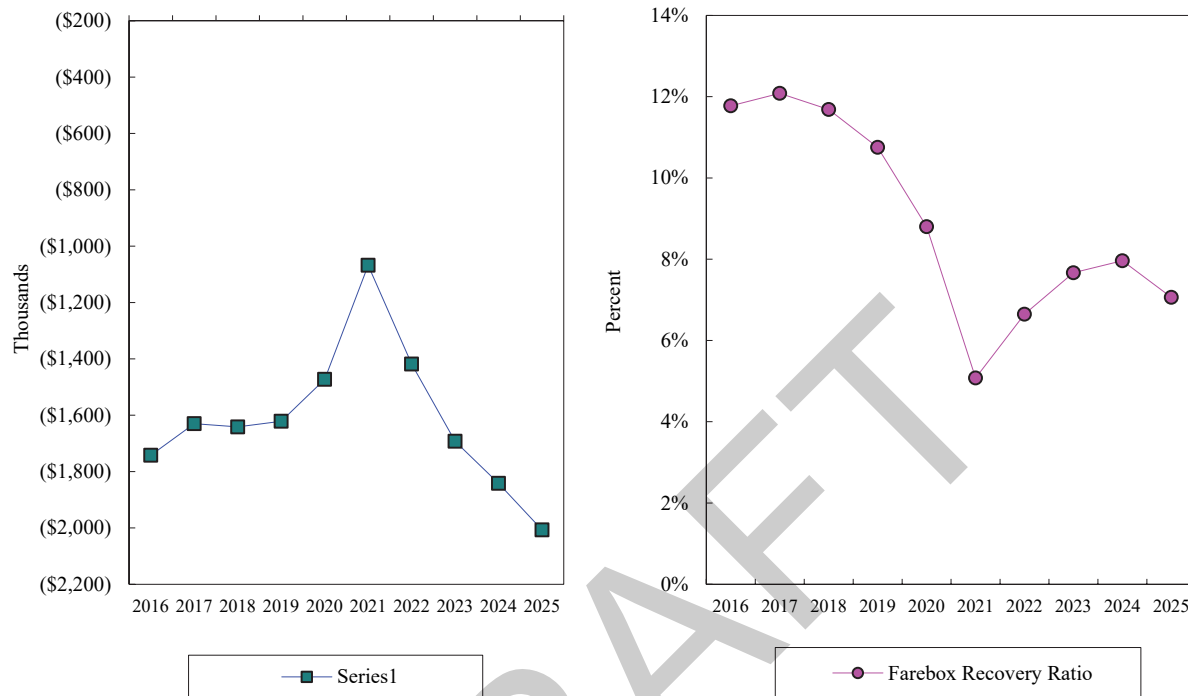


Fiscal Year	Operating Expenses Excluding Insurance and Depreciation	Fare & Auxiliary Transportation Revenues	Operating Loss Before Insurance and Depreciation	Farebox Recovery Ratio
2016	\$12,937,607	\$2,214,697	(\$10,722,910)	17.1%
2017	13,110,490	2,015,491	(11,094,999)	15.4%
2018	13,046,572	2,218,233	(10,828,339)	17.0%
2019	14,665,989	2,466,812	(12,199,177)	16.8%
2020	14,239,620	2,054,794	(12,184,826)	14.4%
2021	12,050,002	921,193	(11,128,809)	7.6%
2022	13,250,097	1,732,935	(11,517,162)	13.1%
2023	15,895,639	2,316,984	(13,578,655)	14.6%
2024	17,621,414	2,291,878	(15,329,536)	13.0%
2025	18,969,800	2,275,987	(16,693,813)	12.0%

Source: Livermore Amador Valley Transit Authority Audit Reports

Note: Fare & Auxiliary Transportation Revenues includes Fare Revenues, Special Contract Revenues, Advertising and Ticket Concession Revenues.

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
PARATRANSIT SERVICES-OPERATING DATA
LAST TEN FISCAL YEARS**

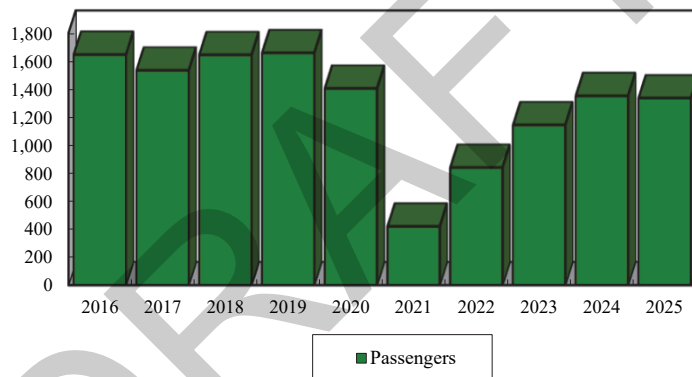
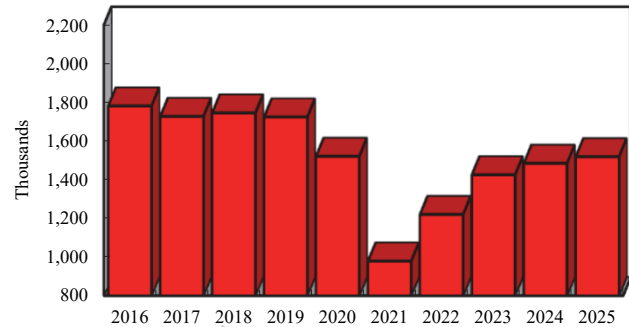
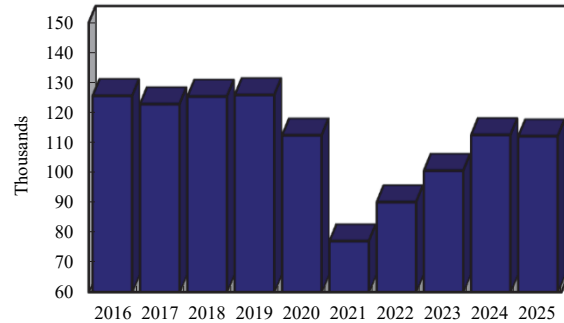


Fiscal Year	Operating Expenses Excluding Insurance and Depreciation	Fare & Auxiliary Transportation Revenues	Operating Loss Before Insurance and Depreciation	Farebox Recovery Ratio
2016	\$1,974,712	\$232,526	(\$1,742,186)	11.8%
2017	1,854,081	224,023	(1,630,058)	12.1%
2018	1,858,729	217,184	(1,641,545)	11.7%
2019	1,816,966	195,367	(1,621,599)	10.8%
2020	1,614,886	142,112	(1,472,774)	8.8%
2021	1,125,031	57,110	(1,067,921)	5.1%
2022	1,519,606	100,997	(1,418,609)	6.6%
2023	1,833,140	140,534	(1,692,606)	7.7%
2024	2,001,188	159,327	(1,841,861)	8.0%
2025	2,159,685	152,488	(2,007,197)	7.1%

Source: Livermore Amador Valley Transit Authority

Note: Fare & Auxiliary Transportation Revenues includes Fare Revenues, Special Contract Revenues, Advertising and Ticket Concession Revenues

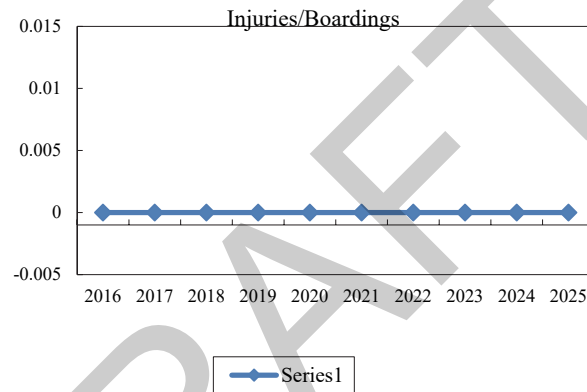
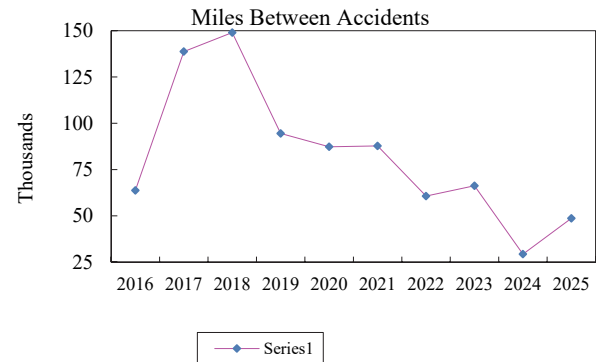
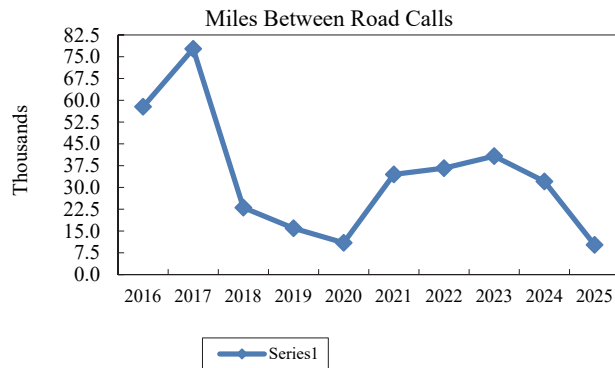
**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
FIXED ROUTE OPERATING STATISTICS
LAST TEN FISCAL YEARS**



Fiscal Year	Revenue Hours	Revenue Miles	Passengers
2016	125,604	1,780,948	1,648,811
2017	122,837	1,726,897	1,536,084
2018	125,334	1,744,881	1,647,003
2019	125,853	1,724,046	1,660,443
2020	112,412	1,520,641	1,406,245
2021	77,053	978,477	420,226
2022	90,069	1,219,740	841,343
2023	100,598	1,425,216	1,145,515
2024	112,516	1,484,636	1,353,810
2025	112,066	1,518,582	1,337,497

Source: National Transit Database Report (Formerly Section 15)

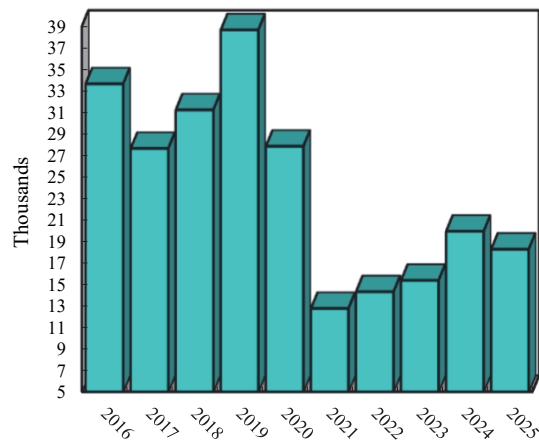
**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
FIXED ROUTE SAFETY STATISTICS
LAST TEN FISCAL YEARS**



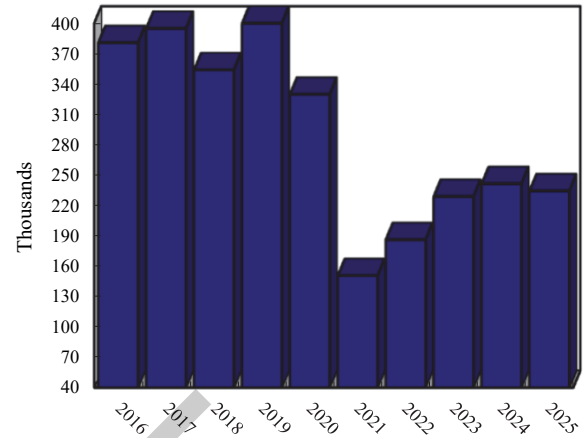
Fiscal Year	Miles Between Road Calls		Miles Between Accidents		Injuries/Boardings	
	Road Calls	Goal	Accidents	Goal	Boardings	Goal
2016	57,764	17,000-25,000	63,740	100,000	9/1,648,811	N/A
2017	77,720	17,000-25,000	138,737	100,000	9/1,536,084	N/A
2018	23,052	17,000-25,000	148,993	100,000	9/1,647,003	N/A
2019	15,939	17,000-25,000	94,506	100,000	3/1,660,443	N/A
2020	10,939	17,000-25,000	87,322	100,000	2/1,406,245	N/A
2021	34,484	17,000-25,000	87,760	100,000	3/420,226	N/A
2022	36,636	17,000-25,000	60,679	100,000	8/841,343	N/A
2023	40,780	17,000-25,000	66,267	100,000	2/114,551	N/A
2024	32,067	17,000-25,000	29,350	100,000	11/135,381	N/A
2025	10,226	17,000-25,000	48,671	100,000	1/133,749	N/A

Source: Livermore Amador Valley Transit Authority Short Range Transit Plans Contractor Service Quality Standards

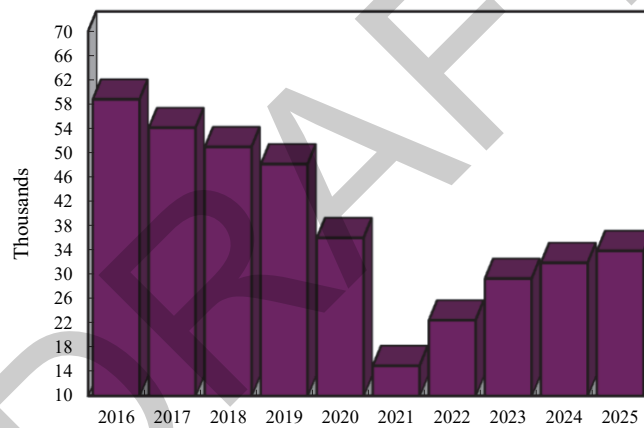
LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
PARATRANSIT OPERATING STATISTICS
LAST TEN FISCAL YEARS



Revenue Hours



Revenue Miles

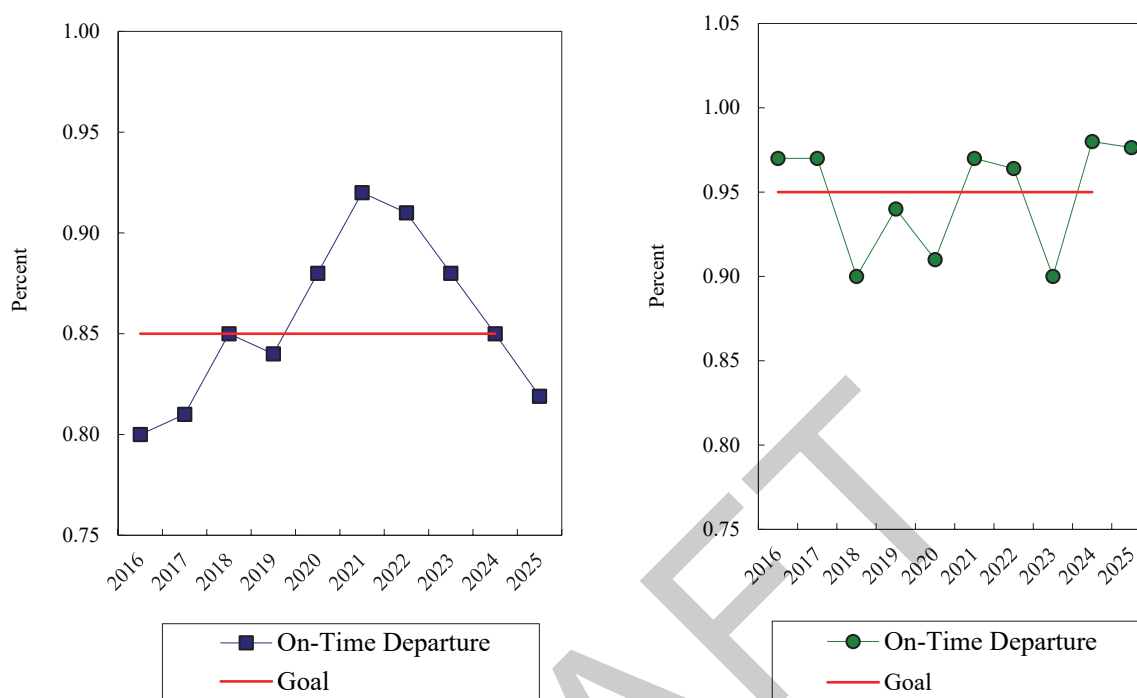


Passengers

Fiscal Year	Revenue Hours	Revenue Miles	Passengers
2016	33,642	380,831	58,798
2017	27,631	394,847	54,121
2018	31,219	353,966	50,967
2019	38,665	417,558	48,141
2020	27,833	329,784	36,002
2021	12,747	150,703	14,960
2022	14,300	186,068	22,454
2023	15,364	228,836	29,293
2024	19,927	241,401	31,902
2025	18,263	234,418	33,873

Source: National Transit Database Report (Formerly Section 15)

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
PERCENT OF ON-TIME DEPARTURES
LAST TEN FISCAL YEARS

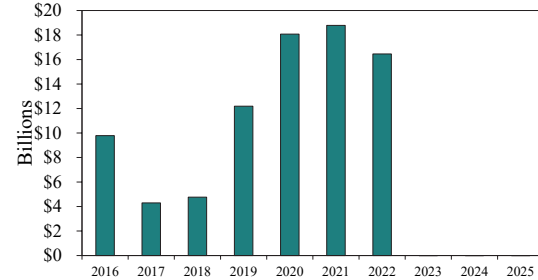
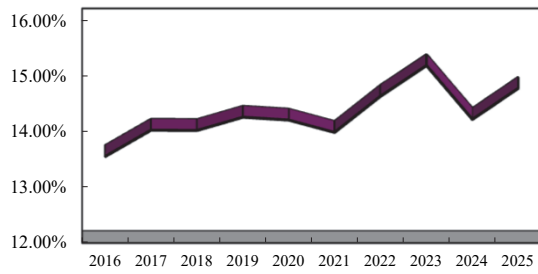


Fiscal Year	Fixed Route		Paratransit	
	On-Time Departure	Goal	On-Time Departure	Goal
2016	0.80	0.85	0.97	0.95
2017	0.81	0.85	0.97	0.95
2018	0.85	0.85	0.90	0.95
2019	0.84	0.85	0.94	0.95
2020	0.88	0.85	0.91	0.95
2021	0.92	0.85	0.97	0.95
2022	0.91	0.85	0.96	0.95
2023	0.88	0.85	0.90	0.95
2024	0.85	0.85	0.98	0.95
2025	0.82	0.85	0.98	0.95

Source: Livermore Amador Valley Transit Authority Short Range Transit Plans or Contractor Service Quality Standards Index

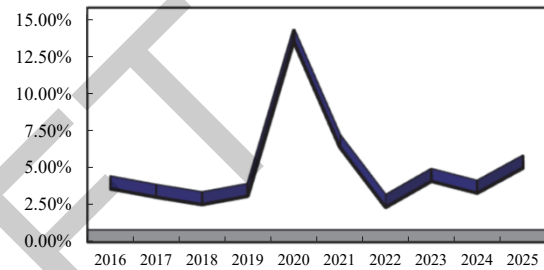
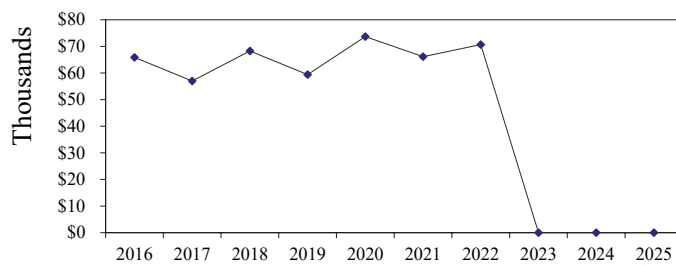
Note: Charts include all available data

**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN FISCAL YEARS**



■ Authority Population

■ Total Personal Income



—● Per Capita Personal Income

■ Unemployment Rate %

Fiscal Year	Authority Population	Total Personal Income	Per Capita Personal Income	Unemployment Rate (%)	Alameda County Population	Authority Population % of County
2016	220,469	9,791,798,832	65,884	3.60%	1,627,865	13.54%
2017	230,968	4,299,478,125	57,006	3.03%	1,647,704	14.02%
2018	233,061	4,769,199,955	68,290	2.53%	1,663,190	14.01%
2019	236,300	12,196,374,455	59,421	3.10%	1,658,131	14.25%
2020	237,041	18,079,183,396	73,700	13.5%	1,669,301	14.20%
2021	235,163	18,792,753,154	66,139	6.4%	1,682,353	13.98%
2022	241,142	16,454,948,000	70,678	2.33%	1,648,556	14.63%
2023	252,774	info not avail	info not avail	4.10%	1,665,405	15.18%
2024	233,312	info not avail	info not avail	3.30%	1,641,869	14.21%
2025	237,822	info not avail	info not avail	5.00%	1,610,046	14.77%

Source: California State Department of Finance
City ACFRS and websites
Note: All available data has been included.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
PRINCIPAL EMPLOYERS
 Current Fiscal Year

Employer	2024-25		
	Number of Employees	Rank	Percentage of Total Authority Population
Lawrence Livermore National Laboratory	9,291	1	3.9%
Workday Incorporated	5,399	2	2.3%
Kaiser Foundation Hospitals	3,844	3	1.6%
U. S. Government & Federal Correction Institute	3,109	4	1.3%
Sandia National Laboratories	1,842	5	0.8%
Livermore Valley Joint Unified School District	1,401	6	0.6%
Safeway Inc.	1,348	7	0.6%
County of Alameda	1,308	8	0.5%
Stanford Healthcare Trivalley	1,124	9	0.5%
Dublin Unified School District	1,117	10	0.5%
Subtotal	<u>29,783</u>		<u>12.5%</u>
Total Authority Population	<u>237,822</u>		

Source: City of Dublin, City of Livermore, City of Pleasanton ACFRs

Employer	2015-16		Percentage of Total Authority Population
	Number of Employees	Rank	
Lawrence Livermore National Lab	6,000	1	2.7%
Kaiser Permanente	3,741	2	1.7%
Safeway Incorporated	2,600	3	1.2%
Workday Incorporated	2,250	4	1.0%
U.S. Government & Federal Correction Institute	2,100	5	1.0%
Oracle	1,612	6	0.7%
Stanford/Valleycare Medical Center	1,300	7	0.6%
Livermore Valley Joint Unified School District	1,300	8	0.6%
Pleasanton Unified School District	1,293	9	0.6%
Sandia National Laboratories	1,200	10	0.5%
Subtotal	<u>17,396</u>		<u>7.9%</u>
Total Authority Population	<u>220,469</u>		



LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
Full-Time Equivalent Authority Employees by Function
Last Ten Fiscal Years

	Adopted for Fiscal Year Ended June 30,				
	2016	2017	2018	2019	2020
Function					
Executive Director	1.00	1.00	1.00	1.00	1.00
Administrative Services	8.00	6.00	7.00	7.00	4.00
Planning	4.00	5.00	4.00	3.50	1.50
Marketing	2.00	2.00	2.00	1.50	1.50
Operations	0.00	0.00	0.00	1.00	7.00
Total	15.00	14.00	14.00	14.00	15.00

	Adopted for Fiscal Year Ended June 30,				
	2021	2022	2023	2024	2025
Function					
Executive Director	1.00	1.00	1.00	1.00	1.00
Finance and Administration	4.00	4.00	5.00	5.00	5.00
Planning	1.50	1.50	1.50	1.00	1.00
Marketing	1.50	0.50	0.50	5.00	5.00
Operations	7.00	7.00	7.00	4.00	4.00
Total	15.00	14.00	15.00	16.00	16.00

Source: Livermore/Amador Valley Transit Authority

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
Capital Asset Statistics by Function/Program
Last Ten Fiscal Years

	Fiscal Year				
	2016	2017	2018	2019	2020
Function/Program					
Fixed Route					
Total Vehicles	64	64	60	60	66
Average Fleet Age	11.20	8.09	3.93	4.93	5.93
Vehicles Operated In	49	47	48	49	52
Maximum Service					
Paratransit					
Total Vehicles	0	0	0	0	0
Average Fleet Age	0.00	0.00	0.00	0.00	0.00
Vehicles Operated In	0	0	0	0	0
Maximum Service					
Shared Stations Maintenance Facilities	3	3	3	3	3

	Fiscal Year				
	2021	2022	2023	2024	2025
Function/Program					
Fixed Route					
Total Vehicles	65	65	60	60	60
Average Fleet Age	6.81	7.81	5.71	7.19	8.00
Vehicles Operated In	52	47	49	47	48
Maximum Service					
Paratransit					
Total Vehicles	0	0	0	0	0
Average Fleet Age	0.00	0.00	0.00	0.00	0.00
Vehicles Operated In	0	0	0	0	0
Maximum Service					
Shared Stations Maintenance Facilities	3	3	3	3	3

Source: Livermore Amador Valley Transit Authority

Note: n/a denotes information is not available.



Compliance Section

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LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For The Year Ended June 30, 2025

SECTION I—SUMMARY OF AUDITOR’S RESULTS

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP

Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? Yes X No
- Significant deficiency(ies) identified? Yes X None Reported

Noncompliance material to financial statements noted?

 Yes X No

Federal Awards

Internal control over major federal programs:

- Material weakness(es) identified? Yes X No
- Significant deficiency(ies) identified? Yes X None Reported

Type of auditor’s report issued on compliance for major federal programs:

Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?

 Yes X No

Identification of major program(s):

Assistance Listing Number(s)	Name of Federal Program or Cluster
<u>20.507</u>	<u>Federal Transit - Formula Grants (Urban Area Formula Program)</u>

Dollar threshold used to distinguish between type A and type B programs:

\$750,000

Auditee qualified as low-risk auditee?

 X Yes No

SECTION II – FINANCIAL STATEMENT FINDINGS

Our audit did not disclose any significant deficiencies, or material weaknesses or instances of noncompliance material to the basic financial statements. We have also issued a separate Memorandum on Internal Control dated **DATE** which is an integral part of our audits and should be read in conjunction with this report.

SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

Our audit did not disclose any findings or questioned costs required to be reported in accordance with Uniform Guidance.

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LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

For the Fiscal Year Ended June 30, 2025

Federal Grantor/ Pass-Through Grantor/Program or Cluster Title	Federal Assistance Listing Number	Pass-Through Identifying Number	Federal Expenditures
U.S Department of Transportation Pass-Through Programs:			
State of California Department of Transportation			
Federal Transit Cluster			
Federal Transit - Formula Grants (Urban Area Formula Program)			
Paratransit Operating Assistance	20.507	CA-2024-145-00	\$229,496
Paratransit Operating Assistance	20.507	CA-2025-137	562,217
Battery Pack Replacement	20.507	CA-2019-100	66,781
Transit Center Improvements	20.507	CA-2021-011-01	36,583
Bus Stop Improvements	20.507	CA-2023-044	108,835
Total U.S Department of Transportation Programs			<u>1,003,912</u>
Total Expenditures of Federal Awards			<u><u>\$1,003,912</u></u>

See Accompanying Notes to Schedule of Expenditures of Federal Awards

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LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS For The Year Ended June 30, 2025

NOTE 1 – REPORTING ENTITY

The Schedule of Expenditure of Federal Awards (the Schedule) includes expenditures of federal awards for the Livermore Amador Valley Transit Authority, California, and its component units as disclosed in the notes to the Basic Financial Statements.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of accounting refers to *when* revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements, regardless of the measurement focus applied. The proprietary funds are reported for using the *accrual basis of accounting*. Expenditures of Federal Awards reported on the Schedule are recognized when incurred.

NOTE 3 – INDIRECT COST ELECTION

The Authority has elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.

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**INDEPENDENT AUDITOR'S REPORT ON
INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH *GOVERNMENT AUDITING STANDARDS***

To the Honorable Members of the City Council
Livermore Amador Valley Transit Authority, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of each major fund of the Livermore Amador Valley Transit Authority as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements, and have issued our report thereon dated **DATE**.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Authority's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Authority's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We have also issued a separate Memorandum on Internal Control dated **DATE**, which is an integral part of our audit and should be read in conjunction with this report.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Pleasant Hill, California

Date

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**INDEPENDENT AUDITOR'S REPORT
ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM;
REPORT ON INTERNAL CONTROL OVER COMPLIANCE;
AND REPORT ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
REQUIRED BY THE UNIFORM GUIDANCE**

To the Honorable Members of the City Council
Livermore Amador Valley Transit Authority, California

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Livermore Amador Valley Transit Authority (Authority) compliance with the types of compliance requirements identified as subject to audit in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Authority's major federal programs for the year ended June 30, 2025. The Authority's major federal programs are identified in the summary of auditor's results section of the accompanying Schedule of Findings and Questioned Costs.

In our opinion, the Authority complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2025.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Authority's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the Authority's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Authority's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Authority's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Authority's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Authority's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of each major fund of the Authority as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements. We issued our report thereon dated **DATE**, which contained an unmodified opinion on those financial statements. Our audit was performed for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated, in all material respects in relation to the basic financial statements as a whole.

Pleasant Hill, California

Date

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**INDEPENDENT AUDITOR'S REPORT ON
INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE WITH THE TRANSPORTATION DEVELOPMENT ACT AND
OTHER MATTERS BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH *GOVERNMENT AUDITING STANDARDS***

Honorable Members of the Board of Directors of
Livermore Amador Valley Transit Authority
Livermore, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of each major fund of the Livermore Amador Valley Transit Authority (Authority), as of and for the year ended June 30, 2025, and the related notes to the financial statements, and have issued our report thereon dated **DATE**.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Authority's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Authority's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the of financial statements. Our procedures included the applicable audit procedures contained in §6667 of Title 21 of California Code of Regulations and tests of compliance with the applicable provisions of the Transportation Development Act and the allocation instructions and resolutions of the Metropolitan Transportation Commission. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We have also issued a separate Memorandum on Internal Control dated **DATE**, which is an integral part of our audit and should be read in conjunction with this report.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

This report is intended solely for the information and use of the Metropolitan Transportation Commission, management, the Board of Directors, others within the Authority, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties: however, this restriction is not intended to limit the distribution of this report, which is a matter of public record.

Pleasant Hill, California

DATE

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
MEMORANDUM ON INTERNAL CONTROL
FOR THE YEAR ENDED JUNE 30, 2025

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**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
MEMORANDUM ON INTERNAL CONTROL**

For the Year Ended June 30, 2025

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MEMORANDUM ON INTERNAL CONTROL

To the Board of Directors of
the Livermore Amador Valley Transit Authority
Livermore, California

In planning and performing our audit of the basic financial statements of the Livermore Amador Valley Transit Authority (Authority) as of and for the year ended June 30, 2025, in accordance with auditing standards generally accepted in the United States of America, we considered the Authority's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Authority's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls. Given these limitations during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Included in the Schedule of Other Matters are recommendations not meeting the above definitions that we believe are opportunities for strengthening internal controls and operating efficiency.

This communication is intended solely for the information and use of management, the Board of Directors, others within the organization, and agencies and pass-through entities requiring compliance with *Government Auditing Standards*, and is not intended to be and should not be used by anyone other than these specified parties.

Pleasant Hill, California

DATE

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MEMORANDUM ON INTERNAL CONTROL

SCHEDULE OF OTHER MATTERS

EFFECTIVE FISCAL YEAR 2025/26:

GASB 103 – Financial Reporting Model Improvements

The objective of this Statement is to improve key components of the financial reporting model to enhance its effectiveness in providing information that is essential for decision making and assessing a government's accountability. This Statement also addresses certain application issues.

Management's Discussion and Analysis – This Statement continues the requirement that the basic financial statements be preceded by management's discussion and analysis (MD&A), which is presented as required supplementary information (RSI). MD&A provides an objective and easily readable analysis of the government's financial activities based on currently known facts, decisions, or conditions and presents comparisons between the current year and the prior year. This Statement requires that the information presented in MD&A be limited to the related topics discussed in five sections: (1) Overview of the Financial Statements, (2) Financial Summary, (3) Detailed Analyses, (4) Significant Capital Asset and Long-Term Financing Activity, and (5) Currently Known Facts, Decisions, or Conditions. Furthermore, this Statement stresses that the detailed analyses should explain why balances and results of operations changed rather than simply presenting the amounts or percentages by which they changed. This Statement emphasizes that the analysis provided in MD&A should avoid unnecessary duplication by not repeating explanations that may be relevant to multiple sections and that "boilerplate" discussions should be avoided by presenting only the most relevant information, focused on the primary government. In addition, this Statement continues the requirement that information included in MD&A distinguish between that of the primary government and its discretely presented component units.

Unusual or Infrequent Items – This Statement describes unusual or infrequent items as transactions and other events that are either unusual in nature or infrequent in occurrence. Furthermore, governments are required to display the inflows and outflows related to each unusual or infrequent item separately as the last presented flow(s) of resources prior to the net change in resource flows in the government-wide, governmental fund, and proprietary fund statements of resource flows.

Presentation of the Proprietary Fund Statement of Revenues, Expenses, and Changes in Fund Net Position – This Statement requires that the proprietary fund statement of revenues, expenses, and changes in fund net position continue to distinguish between operating and nonoperating revenues and expenses. Operating revenues and expenses are defined as revenues and expenses other than nonoperating revenues and expenses. Nonoperating revenues and expenses are defined as (1) subsidies received and provided, (2) contributions to permanent and term endowments, (3) revenues and expenses related to financing, (4) resources from the disposal of capital assets and inventory, and (5) investment income and expenses.

In addition to the subtotals currently required in a proprietary fund statement of revenues, expenses, and changes in fund net position, this Statement requires that a subtotal for operating income (loss) and noncapital subsidies be presented before reporting other nonoperating revenues and expenses. Subsidies are defined as (1) resources received from another party or fund (a) for which the proprietary fund does not provide goods and services to the other party or fund and (b) that directly or indirectly keep the proprietary fund's current or future fees and charges lower than they would be otherwise, (2) resources provided to another party or fund (a) for which the other party or fund does not provide goods and services to the proprietary fund and (b) that are recoverable through the proprietary fund's current or future pricing policies, and (3) all other transfers.

MEMORANDUM ON INTERNAL CONTROL

SCHEDULE OF OTHER MATTERS

GASB 103 – Financial Reporting Model Improvements (Continued)

Budgetary Comparison Information – This Statement requires governments to present budgetary comparison information using a single method of communication—RSI. Governments also are required to present (1) variances between original and final budget amounts and (2) variances between final budget and actual amounts. An explanation of significant variances is required to be presented in notes to RSI.

How the Changes in This Statement Will Improve Financial Reporting

The requirements for MD&A will improve the quality of the analysis of changes from the prior year, which will enhance the relevance of that information. They also will provide clarity regarding what information should be presented in MD&A.

The requirements for the separate presentation of unusual or infrequent items will provide clarity regarding which items should be reported separately from other inflows and outflows of resources.

The definitions of operating revenues and expenses and of nonoperating revenues and expenses will replace accounting policies that vary from government to government, thereby improving comparability. The addition of a subtotal for operating income (loss) and noncapital subsidies will improve the relevance of information provided in the proprietary fund statement of revenues, expenses, and changes in fund net position.

The requirement for presentation of major component unit information will improve comparability.

The requirement that budgetary comparison information be presented as RSI will improve comparability, and the inclusion of the specified variances and the explanations of significant variances will provide more useful information for making decisions and assessing accountability.

EFFECTIVE FISCAL YEAR 2026/27:**GASB 104 – Certain Risk Disclosures**

GASB 104, effective for fiscal years beginning after June 15, 2025, establishes new disclosure requirements designed to improve transparency regarding the risks that could impact a government's financial position or service capacity.

Under this standard, governments must provide qualitative and quantitative information about their exposure to **concentrations** and **constraints** that make them vulnerable to severe financial stress.

- **Concentrations** are exposures to a single or limited number of counterparties, activities, or conditions (for example, dependence on one employer, industry, or revenue source).
- **Constraints** are limitations that hinder a government's ability to adjust to potential financial stress (for example, legal or contractual restrictions, or limited revenue-raising capacity).

The disclosure should describe the nature of the concentration or constraint, the possible effect on the government's finances or operations, and any actions taken to mitigate the risk. The statement does not require governments to quantify potential losses—only to disclose conditions that make the government more vulnerable to severe financial stress.

MEMORANDUM ON INTERNAL CONTROL

SCHEDULE OF PRIOR YEAR SIGNIFICANT DEFICIENCIES

2024-001: Timely Review and Approval of Credit Card Reconciliations

Criteria: Credit card reconciliations are essential to the accounting process that ensure transactions made with credit cards match transactions that appear in the general ledger. With this process, preparing, reviewing, and approving credit card reconciliations should be done in a timely manner; usually within 30 to 45 days after the end of each month.

Condition: During interim testing, we selected two credit card reconciliations in fiscal year 2024 to verify mitigating factors. Noted 1) for November 2023, the reconciliation was prepared on 3/6/24 then reviewed and approved on 3/6/24 and 3/7/24, which is over 45 days and 2) for February 2024, the reconciliation was prepared on 4/26/24 then reviewed and approved on 4/26/24, which is over 45 days.

Effect: Without timely preparation, review, and approval of credit card reconciliations, the increased risk that fraudulent activities, financial error, and immaterial misstatement would not be detected and corrected timely.

Cause: We understand the delay is due to staff was in progress to make the accounts payable process more efficient by switching to digital files and signatures, which was more time consuming than expected.

Recommendation: We recommend that the Authority implement procedures to ensure to prepare, review, and approve credit card reconciliations in a timely manner.

Current Status: Corrected

2024-002: Missing Documentation of Reviewer and Reviewer Date on Journal Entries

Criteria: Journal entries are a crucial step in the transaction cycle that impact all aspects of accounting and financial reporting. The Authority should maintain documentation to show the segregation of duties for JE preparation process.

Condition: For the Authority, we selected twelve journal entries to verify mitigating factors and noted that two entries, JE 21-00 dated 9/13/23 and JE 22-00 dated 10/12/23, did not have any documentation of a reviewer signature and date. Without any documentation of a reviewer signature and date, we cannot be determined if the internal control procedure is in place.

Effect: There is an increased risk that unauthorized transactions and material misstatements would not be detected and corrected timely.

Cause: We understand the missing documentation is due to staff forgot to document completed review of journal entries through a signature and date.

Recommendation: We recommend that the Authority implement procedures to ensure proper documentation of reviewer with a signature and reviewer date on each journal entry.

Current Status: Corrected

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LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
REQUIRED COMMUNICATIONS
FOR THE YEAR ENDED JUNE 30, 2025

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**LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY
REQUIRED COMMUNICATIONS**

For the Year Ended June 30, 2025

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REQUIRED COMMUNICATIONS

To the Board of Directors of
the Livermore Amador Valley Transit Authority
Livermore, California

We have audited the basic financial statements of the Livermore Amador Valley Transit Authority, California, for the year ended June 30, 2025. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards and Uniform Guidance*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information orally during our discussion with the Finance and Administration Committee on April 3, 2025. Professional standards also require that we communicate to you the following information related to our audit:

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Accounting Policies – Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Authority are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year, except as follows:

The following pronouncements became effective, but did not have a material effect on the financial statements:

GASB 101 – Compensated Absences

GASB 102 – Certain Risk Disclosures

Unusual Transactions, Controversial or Emerging Areas – We noted no transactions entered into by the Authority during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting Estimates – Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the Authority's financial statements were:

Estimated Net Pension Liabilities and Pension-Related Deferred Outflows and Inflows of Resources: Management's estimate of the net pension liabilities and deferred outflows/inflows of resources are disclosed in Note 8 to the financial statements and are based on actuarial studies determined by a consultant, which are based on the experience of the Authority. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the basic financial statements taken as a whole.

Estimated Net OPEB Liability and OPEB-Related Deferred Outflows and Inflows of Resources: Management's estimate of the net OPEB liability is disclosed in Note 10 to the financial statements and is based on actuarial study determined by a consultant, which is based on the experience of the Authority. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the basic financial statements taken as a whole.

Estimate of Depreciation: Management's estimate of the depreciation is based on useful lives determined by management. These lives have been determined by management based on the expected useful life of assets as disclosed in Note 3 to the financial statements. We evaluated the key factors and assumptions used to develop the depreciation estimate and determined that it is reasonable in relation to the basic financial statements taken as a whole.

Estimated Claims Liabilities: Management's estimate of the claims liabilities payable is disclosed in Note 1E to the financial statements and is based on claims experience of the Authority. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the basic financial statements taken as a whole.

Disclosures – The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Professional standards require us to accumulate all known and likely uncorrected misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. We have no such misstatements to report to the Authority Board of Directors.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in a management representation letter dated **DATE**.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the Authority’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Authority’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the required supplementary information that accompanies and supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the required supplementary information and do not express an opinion or provide any assurance on the required supplementary information.

We were engaged to report on the supplementary information that accompanies the financial statements, but is not required supplementary information. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the Introductory and Statistical Sections which accompany the financial statements, but are not required supplementary information. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

This information is intended solely for the use of Authority Board of Directors and management and is not intended to be, and should not be, used by anyone other than these specified parties.

Pleasant Hill, California

DATE

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STAFF REPORT

SUBJECT: Update to LAVTA's Human Resource Policy

FROM: Tamara Edwards, Director of Finance

DATE: October 28, 2025

Action Requested

Staff requests the Finance and Administration Committee forward Resolution 30-2025 to the Board of Directors for Approval.

Discussion

LAVTA adopted Resolution 17-86 on August 4, 1986 that implemented a Personnel Policy for the Authority. This policy was subsequently amended to update such items as the salary bands, etc. After extensively reviewing the Policy, staff worked with Legal Counsel to update the Policy to provide clarity and meet regulatory requirements, and on July 6, 2009, the LAVTA Board of Directors adopted the consolidated Human Resources Policy. Additional changes as a result of an FTA audit resulted in the HR Policy that was adopted September 14, 2009. This was revised again in May of 2013, in October of 2014, in January 2020, and again in June 2024.

Discussion

Since the last adoption of this policy members of the Board of Directors expressed the desire to change the section of the policy regarding the regularity of salary studies. LAVTA's Employer Risk Management Authority (ERMA) insurance also provided a request to clarify LAVTA's reasonable accommodation procedures. Additionally, staff removed the section regarding control points, performance zones, and comp ratio in regard to salary increases, and staff also reorganized sections of the policy for clarity.

A "Red Line" version of this policy is attached for reference.

Next Steps

Once the Board has approved the changes to the Human Resources Policy, staff will move forward with the revision and distribution of the LAVTA Employee Handbook that includes the HR Policy.

Recommendation

Staff requests that the Finance and Administration Committee forward Resolution xx-2025 and the updated Human Resources Policy to the Board of Directors for approval.

Attachments:

1. Resolution 30-2025 adopting the LAVTA Human Resources Policy
2. Proposed Human Resources Policy (with tracked changes)
3. Proposed Human Resources Policy (without tracked changes)

RESOLUTION 30-2025

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LIVERMORE
AMADOR VALLEY TRANSIT AUTHORITY UPDATING LAVTA’S HUMAN
RESOURCES POLICY**

WHEREAS, Resolution 07-2013 was adopted by the LAVTA Board on May 6, 2013 establishing and adopting the LAVTA Human Resources Policy, and

WHEREAS, Resolution 26-2014 was adopted by the LAVTA Board on October 6th, 2014 updating the Human Resources Policy, and

WHEREAS, Resolution 30-2020 was adopted by the LAVTA Board on January 6th, 2020 updating the Human Resources Policy, and

WHEREAS, Resolution 16-2024 was adopted by the LAVTA Board on June 3rd, 2024 updating the Human Resources Policy, and

WHEREAS, it is desirable and necessary to update certain provisions to bring the policy in line with current guidelines.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF
THE LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY:**

1. That the policy attached as Exhibit A is hereby updated and adopted as LAVTA’s Human Resources Policy.

PASSED AND ADOPTED this 3rd day of November 2025.

Julie Testa, Chair

ATTEST:

Christy Wegener, Executive Director

Approved as to form:

Michael Conneran, Legal Counsel

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

HUMAN RESOURCES POLICY

1. GENERAL PROVISIONS

1.1 PURPOSE

The objective of these policies is to facilitate efficient service to the public and to provide a human resources management system within the Livermore Amador Valley Transit Authority (LAVTA) that deals with all employees in an equitable and uniform manner.

1.2 SCOPE —~~SCOPE~~

In cases where these policies conflict with agreements duly agreed upon between any employee and the Authority, the provisions of the agreement shall govern. In all other cases, these rules shall apply.

2. POLICIES AND PROCEDURES

2.1 APPLICATIONS FOR EMPLOYMENT

Application for employment shall be made in a manner prescribed by the Executive Director. Applications shall require information on specific job experience, education, and training, shall contain job-related information, and shall be signed and dated by the applicant.

2.1.1 No questions on any application or asked at an interview shall attempt to elicit information concerning race, age, natural hairstyle, color, creed (including religious dress and religious grooming practices), sex (including pregnancy, childbirth, breastfeeding, and related medical conditions), sexual orientation, gender, gender identity, gender expression (including transgender or because an individual has transitioned or is transitioning), sex stereotyping, genetic information, marital status, domestic partner status, national origin, ancestry, citizenship, mental, physical or sensory disability, legally protected medical condition or information, military or veteran status, protected medical leaves, religion, or any other basis protected by federal, state, or local law for the purpose of discrimination.

2.1.2 All statements submitted on the application or attached resume may be subject to investigation and verification prior to appointment.

2.1.3 All job openings will be subject to a competitive process. The Executive Director or designee shall determine whether competition shall be limited to internal candidates or shall be opened to all qualified candidates. If competition includes outside candidates, the job opening will be advertised as appropriate to the position and in accordance with the LAVTA Human Resources Procedures Manual.

2.1.4 The Authority shall conform to all requirements under the Americans with Disability Act relating to application for employment and continued service with the Authority.

2.2 APPOINTMENT

2.2.1 All appointments to vacancies shall be made by the Executive Director or designee after considering the qualifications of the applicants.

Qualified Authority employees will be given due consideration for any available position upon application for the position.

2.2.2 TEMPORARY APPOINTMENTS

Appointments to Authority employment on other than an acting or regular basis shall be considered temporary. Such temporary appointments shall be allowed only as follows:

Temporary appointees shall serve at the discretion of the Executive Director or designee.

Temporary assignments shall be compensated per **Section 2.5.**

2.4 INTRODUCTORY PERIOD

Original appointment shall be subject to an introductory period of six (6) months actual service.

New employees will be provided with an orientation to the Authority and their positions. Every month during the introductory period, new employees will meet with their supervisor to discuss the employee's performance to date. At the time of the discussion serious

performance deficiencies shall be documented in writing and an action plan agreed to.

-

2.4.1 Upon completion of the introductory period, Livermore Amador Valley Transit Authority will review the employee's performance. If the Authority finds the employee's performance satisfactory and decides to continue his or her employment, it will advise the employee of any expected improvements.

-

Employees not meeting performance requirements during the introductory period shall be notified of such action in writing by the Executive Director or designee at any time during the introductory period.

-

The introductory period may be extended no more than twice by the Executive Director for a period not to exceed ninety days per extension, in order to further evaluate the performance of the employee.

2.2.2

2.3 2.5 ATTENDANCE

Employees shall be in attendance at their job in accordance with the rules regarding hours of work, holidays and leaves of absence.

2.3.1 An employee shall not be absent from work for any reason other than those specified in this Human Resources Policy without making prior arrangements with the Executive Director or designee. Unless prior arrangements are made, an employee who, for any reason, fails to report to work, shall make a sincere effort to immediately notify the Executive Director or designee of the reason for being absent. If the absence continues beyond the first day, the employee shall notify the Executive Director or designee on a daily basis unless other arrangements have been made. *The Executive Director or designee may require a medical certificate from the employee's treating physician if the absence continues over three consecutive days.*

2.3.2 Any unauthorized absence of an employee shall be deemed to be an absence without pay and may be cause for disciplinary action in accordance with applicable law.

2.4 2.6 OVERTIME COMPENSATION

The payment of overtime compensation shall be in accordance with Federal Law. The Executive Director shall conduct a review of the responsibilities of each position and designate whether the position is exempt from overtime compensation provisions pursuant to the Code of Federal Regulations: Title 29: Part 541. Nonexempt employees who are required to work more than 40 hours in one week shall be entitled to overtime compensation for all hours so worked. Overtime is paid only for time worked, not time compensated. Therefore, overtime is not paid when time worked is less than 40 hours in the week but the employee receives PTO, holiday pay (as defined in paragraph 5.1.1), jury duty pay or similar pay for unworked hours and the paid time exceeds 40 hours. The overtime rate shall be computed at one and one-half times the employee's regular rate of pay as calculated to the nearest one-tenth (1/10) of an hour. Employees shall be compensated for overtime worked by monetary payment, paid not later than the next payroll following the pay period in which the overtime was worked. All overtime shall be approved in writing by the Executive Director or designee.

2.5 2.7 — ACTING PAY

Occasionally, a vacancy in the Agency would necessitate a staff member be appointed to an acting role, temporarily assuming duties for that position as well as continuing to be responsible for their existing duties. To be eligible for acting pay, the employee must agree to temporarily work in a position that has a higher pay level assignment than the employee's regular position. The employee acting in position retains his/her regular job title, with an "acting" designation for the temporary role.

In all cases, the employee must return to his or her regular position and regular rate of pay when the temporary assignment is over, which is at the discretion of the Executive Director. *Regular rate of pay* means the rate that would have been paid at that point in time had the temporary assignment not happened.

2.6 Acting pay is a *percentage* increase added to the employee's regular pay rate to be determined by the Executive Director.

2.7 2.8 HOURS OF WORK

The Administrative Office shall be open for the public between 9:00 a.m., and 12 p.m. and 1:30 pm and 4:00 p.m. each weekday, except on Authority holidays as per paragraph 5.1.1. The Transit Center shall be open for the public as determined by the Executive Director or designee in accordance with all agreements or other public considerations.

Employees will work per established full time (40 hours per week) or part-time schedule.

2.8 2.9 LAYOFF

The Executive Director may layoff employees for lack of work, budgetary restrictions, or due to other changes that take place. Layoffs will be made based on performance without regard for seniority. The employee will be given two (2) weeks notice, except in cases of emergency, before layoff takes place.

2.10 REASONABLE ACCOMODATION

To comply with applicable laws ensuring equal employment opportunities to qualified individuals with a disability, the Authority will make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or an employee unless undue hardship would result.

Any applicant or employee who requires accommodation in order to perform the essential functions of the job should contact the Director of Finance and request such accommodation. The individual with the disability should specify what accommodation they need to perform their job. The Authority then will conduct an interactive process to identify the barriers that interfere with the equal opportunity of the applicant or employee to perform their job. The Authority will identify possible accommodations, if any, that will help eliminate the limitation. If the accommodation is reasonable and will not impose an undue hardship, the Authority will make the accommodation.

2.11 OUTSIDE EMPLOYMENT

Employees who plan to participate in any gainful occupation other than Authority service during off-duty time must have written permission to do so from the Executive Director or designee. The Authority retains the right to refuse permission to any employee for such outside employment whenever it appears to the Authority that such outside employment would interfere with the proper performance of the Authority's service for which the employee has been hired, or that such outside employment may place the employee in a position of conflict of interest.

In the event of illness or injury incurred in outside employment by members so employed or arising out of such employment, the Authority will in no way be responsible for compensation or any other benefits.

Use of Authority equipment is permitted only in the performance of Authority duties.

~~2.9~~ 2.12 LEAVES OF ABSENCE

~~2.9.1~~ 2.12.1 Personal Leaves:

~~2.9.2~~ The Executive Director or designee may grant a regular employee leave of absence without pay, not to exceed three (3) months, for personal leave. No such leave shall be granted except in written form and upon written request of the employee setting forth the reason therefore. Upon expiration of a regularly approved leave of absence without pay, the employee shall be reinstated in the position held at the time leave was granted if such position is available; however, reinstatement is not guaranteed. Failure on the part of an employee on leave to report promptly at its expiration or within a reasonable time after notice to return to duty shall be cause for discipline. The Executive Director or designee may grant an employee in the introductory period a leave of absence without pay for one (1) calendar week only.

a. Medical and Other Benefits

During an approved personal leave of absence without pay per paragraph 2.7.2, employee must pay the employee's portion of the premium as directed by the Authority. Employee's health care coverage will cease if the employee's premium payment is more than 30 days late. If employee's payment is more than 30 days late, the Authority will send the employee a letter to this effect. If the Authority does not receive the Authority's co-payment within 15 days of that letter, the employee's coverage may cease. If employee elects not to return to work for at least 30 calendar days at the end of the leave period, the employee may be required to reimburse the Authority for the cost of the health benefit premiums paid by the Authority for maintaining coverage during the employee's unpaid leave.

During the unpaid leave, PTO accrual will cease.

~~2.9.3~~ 2.12.2 Temporary Disability Leaves:

- a. An unpaid medical leave of absence may be granted for temporary medical disabilities with a doctor's written certificate of disability if a leave is necessary to reasonably accommodate a workplace injury or a qualified disability under the Americans With Disabilities Act or the Fair Employment and Housing Act. Temporary disability leave runs concurrently with Family Medical Leave.
- b. The duration of a disability leave under this section shall be consistent with applicable law, but in no event shall the leave extend past the date on which an employee becomes capable of performing

the essential functions of his or her position, with or without reasonable accommodation.

- c. If the disability leave is needed due to a work-related injury, all matters relating to an employee's leave rights, including compensation, benefits, substitution of paid leave, notice and certification requirements, and reinstatement shall be governed by the state workers' compensation laws.
- d. Requests for leave should be made as far in advance as possible. Employees are required to use any unused accrued sick leave and vacation. Employees may also be eligible for State Disability Insurance (SDI) benefits. Use of sick leave, vacation leave or State Disability Insurance benefits does not extend the time period of the leave of absence.

2.9.4 2.12.3 Family Medical Leave Act

a. Leave Policy

Under the federal Family and Medical Leave Act ("FMLA") and the California Family Rights Act ("CFRA"), employees may take time off as provided in this policy, so long as (1) the employee has worked for the Authority for at least 12 months, and for at least 1,250 hours in the last 12 months (an employee returning from fulfilling his or her National Guard or Reserve military obligation will be credited with the hours of service that would have been performed but for the period of military service in determining the 1,250 hours of service).

b. Reasons for Leave

Eligible employees may take up to 12 weeks of unpaid Family and Medical Leave within any rolling 12-month period (measured backward from the date of the commencement of any Family and Medical Leave) and be restored to the same or a comparable position upon the employee's return from leave for any of the following reasons:

- (1) the birth of a child and to bond with or to care for such child;
- (2) the placement of a child with the employee for adoption or foster care and to bond with or to care for the newly-placed child;
- (3) to care for a spouse, domestic partner, child, parent ("covered relation"), parent in law, sibling, grandchild, grandparent, or a person designated by the employee, with a serious health condition;

- (4) the employee's own serious health condition that renders him/her unable to perform an essential function of his/her position;
- (5) "military exigency leave," when there is a qualifying military exigency arising out of the fact that an employee's spouse, domestic partner, child, or parent is on covered active duty (or has been notified of an impending call or order to covered active duty) in the National Guard, Reserves or regular Armed Forces. "Qualifying exigency" under the FMLA includes any activities listed in the applicable Department of Labor governing regulations. Qualifying exigencies include: (1) short-notice deployment; (2) military events and related activities; (3) childcare and school activities; (4) financial and legal arrangements; (5) counseling; (6) rest and recuperation; (7) post deployment activities; (8) parental leave; and (9) additional activities.

In addition, employees are entitled to five days of unpaid leave in the event of a reproductive loss (CFRA). A "reproductive loss" means a failed adoption, failed surrogacy, miscarriage, stillbirth, or unsuccessful assisted reproduction.

In addition, under the FMLA, "Military Caregiver Leave" may be requested to care for a spouse, domestic partner, son or daughter (of any age), parent, or next of kin who is a covered service member, and who has incurred a serious injury or illness in the line of duty while on active duty in the Armed Forces, including leave to care for covered veterans who are undergoing medical treatment, recuperation, or therapy for a serious injury or illness incurred or aggravated in the line of duty on active duty and that manifested before or after the veteran left active duty.

A "covered service member" under the FMLA Military Caregiver Leave is: a) a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or b) a covered veteran who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness. "Covered veteran" means an individual who was a member of the Armed Forces (including a member of the National Guard or Reserves) and was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered veteran.

Provided all the conditions of this policy are met, an employee may take a maximum of 26 weeks of military caregiver leave in a single 12-month period, inclusive of the any leave the employee takes for

family care, medical, or military exigency leave during that period. This 12-month period will be measured *forward* from the first day leave is taken, regardless of how the Company calculates the single 12-month period for other FMLA purposes.

Military Caregiver Leave may run concurrently with CFRA leave if the covered servicemember is a CFRA “covered relation” (i.e. your spouse, registered domestic partner, child (under age 18, unless incapable of self-care because of a mental or physical disability), or parent) and the covered servicemember suffers from a serious health condition under CFRA. If such conditions are not met, CFRA leave is not exhausted during military caregiver leave. In any event, CFRA leave lasts for a maximum of 12 weeks, and any military caregiver leave beyond that would be FMLA only.

Spouses who are both employed by the Company may take a maximum combined total of 26 weeks in the 12-month period for military caregiver leave and any other FMLA leave, including military exigency leave. However, no more than 12 weeks of this combined 26-week period may be taken for reasons other than to care for the service member.

c. Time Off from Work Due to Employee’s Disability Due to Pregnancy/ Childbirth/Adoption

Time off from work because of disability due to pregnancy, childbirth, foster care placement of a child, or adoption is counted as time used for FMLA/CFRA leave. Employees who are unable to work due to pregnancy will be granted the greater of 12 weeks leave or the amount of leave to which the employee may be entitled under California state law for pregnancy-related disability or in connection with childbirth. Family care leaves for the birth, adoption, or foster care placement of a child must be concluded within one year of the birth, adoption, or placement. Pregnant employees should consult with Human Resources regarding their individual situation.

d. Notice of Leave

If the need for Family and Medical Leave is foreseeable, employee must give the Authority at least 30 days prior notice of the need for leave, preferably in writing. If this is not possible, employee must at least give notice as soon as practicable (generally within one (1) to two (2) business days of learning of the need for leave), and employee must comply with the Authority’s usual and customary notice and procedural requirements for requesting leave absent unusual circumstances. Failure to provide such notice may be

grounds for delay of leave. Additionally, if the employee is planning a medical treatment, the employee must consult with the Authority first regarding the dates of such treatment. For foreseeable leave due to a qualifying exigency, notice must be provided as soon as practicable. Where the need for leave is not foreseeable, employee should notify the Authority as soon as possible and practical.

The employee's notice must include sufficient information for the Authority to determine if the leave qualifies for FMLA/CFRA protection and for the Authority to determine the expected timing and duration of the leave.

e. Certification of a Serious Health Condition

If the employee is requesting leave because of the employee's own or a covered relation's serious health condition, employee must provide appropriate medical certification from the relevant health care provider within 15 calendar days after employee requests leave, if practicable. For foreseeable leaves the medical certification should be provided before leave begins. Failure to provide requested medical certification in a timely manner may be grounds for denial of foreseeable leave until such certification is provided. In the case of unforeseeable leaves, failure to timely provide the required certification may result in a denial of the employee's continued leave. The certification must include the name, address, phone and fax numbers of the health care provider and the type of medical practice, the approximate date on which the serious health condition began and its probable duration, a statement documenting the need for leave, and confirmation that, if the employee is the patient, employee is unable to perform one or more of the essential functions of the employee's job due to the serious health condition or, if a family member is the patient, confirmation that the family member is in need of care.

When permitted by law, the Authority, at its expense, may require an examination by a second health care provider designated by the Authority, if it reasonably doubts the medical certification initially provided by the employee for the employee's own serious health condition. If the second health care provider's opinion conflicts with the original medical certification, the Authority, at its expense, may retain a third, mutually agreeable, health care provider to conduct an examination and provide a final and binding opinion.

Where the need for leave lasts beyond a single leave year, LAVTA may require the employee to provide new medical certification in

each subsequent leave year. Any request for an extension of the leave must be supported by an updated medical certification. Failure to provide requested recertification within 15 days, if such is practicable, may result in delay of further leave until it is provided.

It is the employee's responsibility either to furnish a complete and sufficient certification or to furnish the health care provider providing the certification with any necessary authorization from the employee or the employee's family member in order for the health care provider to release a complete and sufficient certification to LAVTA to support the employee's leave request.

f. Certification for a Qualifying Exigency

If the employee is requesting military exigency leave, employee must provide appropriate certification within 15 calendar days after employee requests leave, if practicable. Failure to provide requested certification in a timely manner may be grounds for delay of leave. Employee must provide a copy of the military member's active duty orders or other documentation issued by the military that indicates that the military member is on active duty or call to active duty status in support of a contingency operation, and the dates of the member's active duty service.

Employee must also provide a signed statement of the facts regarding the qualifying exigency for which FMLA is requested, and provide the approximate date on which the qualifying exigency began or will begin, the beginning and end dates for the absence that is a single continuous period of leave (or, for intermittent or reduced schedule basis leave, an estimate of the frequency and duration of the qualifying exigency), and if the qualifying exigency involves meeting with a third party, provide appropriate contact information for any third party with whom you are meeting and a brief description of the purpose of the meeting.

g. Certification for Military Caregiver Leave

If employee is requesting leave to care for a covered service member with a serious injury or illness, employee must provide medical certification that the serious injury or illness was incurred in the line of duty on active duty in the Armed Forces.

h. Reporting While on Leave

If employee takes leave because of the employee's own serious health condition or to care for a covered family relation, employee

must contact the Authority as directed regarding the status of the condition and the employee's intention to return to work. In addition, employee must give notice as soon as practicable (within two (2) business days if feasible) if the dates of leave change, are extended, or initially were unknown.

i. Leave is Unpaid

Family and Medical Leave is unpaid leave, although employee may be eligible for short-term or disability payments, paid family leave and/or workers' compensation benefits under those insurance plans. Employee may elect to substitute any accrued paid time off (e.g., PTO, administrative, etc.) for unpaid Family and Medical Leave. The use of paid leave is subject to the terms of the Authority's usual policies, procedures and restrictions applicable to that type of paid leave.

j. Medical and Other Benefits

For the first 12 weeks of an approved Family and Medical Leave, the Authority will maintain the employee's health benefits as if the employee continues to be actively employed. If paid leave is substituted for unpaid Family and Medical Leave, the Authority will deduct the employee's portion of the health plan premium as a regular payroll deduction. If the employee's leave is unpaid, employee must pay the employee's portion of the premium as directed by the Authority. Employee's health care coverage will cease if the employee's premium payment is more than 30 days late. If employee's payment is more than 30 days late, the Authority will send the employee a letter to this effect. If the Authority does not receive the Authority's co-payment within 15 days of that letter, the employee's coverage may cease. If employee elects not to return to work for at least 30 calendar days at the end of the leave period, the employee may be required to reimburse the Authority for the cost of the health benefit premiums paid by the Authority for maintaining coverage during the employee's unpaid leave.

| *During the unpaid portion of a family medical leave, PTO accrual will cease.*

k. Intermittent and Reduced Schedule Leave

Leave because of a serious health condition, including pregnancy-related disabilities, or military caregiver leave, may be taken intermittently (in separate blocks of time due to a single health condition) or on a reduced-leave schedule (reducing the usual

number of hours you work per workweek) if medically necessary. Qualifying exigency leave may also be taken intermittently or on a reduced-leave schedule. Any leave taken for birth or placement of a child must be taken in blocks of at least two weeks (but employee is allowed two exceptions), and must be taken within one year of the birth or placement of the child with the employee.

If leave is unpaid, the Authority will reduce the employee's salary based on the amount of time actually worked. In addition, while the employee is on an intermittent or reduced leave schedule, the Authority may temporarily transfer the employee to an available alternative position that better accommodates employee's recurring leave and has equivalent pay and benefits.

l. Returning from Leave

If employee takes leave because of the employee's own serious health condition, (except if the employee is taking intermittent leave) employee is required to provide medical certification from employee's health care provider that states that employee is able to resume work and that addresses the employee's ability to perform the essential functions of the employee's job. Employees failing to provide the return-to-work medical certification form will not be permitted to resume work until it is provided.

Under most circumstances, an employee who returns from a Family and Medical Leave will be reinstated to his or her original job or to an equivalent job with equivalent pay, benefits, and other employment terms and conditions. However, an employee has no greater right to reinstatement than if she or he had been continuously employed rather than on leave. In addition, employees who do not return to work are not entitled to an accrual of seniority or employment benefits that may have occurred during a leave period.

m. Employer Requirements

The Authority must inform employees requesting leave whether they are eligible for Family and Medical leave. If they are, the notice must outline any additional information that is required and outline the employees' rights and responsibilities. If they are not eligible, the notice must give a reason for the ineligibility. It is unlawful for any employer to interfere with, restrain, or deny the existence of any right provided under the FMLA/CFRA, to discharge or discriminate against any person for opposing any

practice made unlawful by the FMLA/CFRA or for involvement in any proceeding under or relating to the FMLA/CRFA. Employees may file a complaint with the U.S. Department of Labor or the California Department of Fair Employment and Housing, or employees may bring a private lawsuit to enforce the FMLA and the CFRA.

2.9.5 2.12.4 Other Types of Leave

- n. Voting Leave shall be granted to employees who do not have sufficient time outside of working hours to vote in a statewide election.
- a. Leave of absence with pay shall be granted to an employee who is called or required to serve as a juror. The employee must return to work on any day that they are excused from service during regular working hours or released from jury duty earlier than expected. The employee shall be paid the difference between his/her full salary and any payment received for such duty, except travel pay.
- b. Leave of absence with pay shall be granted to an employee while going to and from court and answering a subpoena as a witness. The employee shall be paid the difference between his/her full salary and any payment received for such duty except travel pay.
- c. Military leave shall be granted in accordance with provisions of law. Employees entitled to military leave shall give the Executive Director an opportunity, within the limits of military regulations, to determine when such leave shall be taken.
- d. School Activity Leave (unpaid) shall be granted to eligible employees and is considered unpaid time off for an employee to participate in activities of their child's school. To be eligible for time off under this policy, an employee must be the parent, guardian, or grandparent of a child who is in kindergarten, in grades one through twelve, or attend a licensed child day care facility. In addition, the employee must provide reasonable notice of the planned absence to their supervisor before taking the time off. The employee may not take more than 40 hours (unpaid) off for this purpose in any year or more than eight hours off in any calendar month of the year. This policy covers non-exempt employees for any time missed and exempt employees for full days missed.

- e. Bereavement Leave (paid) shall be granted to employees who have been employed for at least 30 days before the start of leave. Bereavement leave includes five (5) days of paid leave for the death of a family member defined as the employee's spouse, child, parent, sibling, grandparent, grandchild, domestic partner, or parent-in-law. Bereavement leave must be completed within three months of the family member's date of death, although the days do not need to be consecutive.
- f. Organ and Bone Marrow Donation Leave (unpaid) shall be granted to employees. Organ and Bone Marrow Donation Leave includes unpaid time off, not exceeding 30 business days in a one-year period, for an employee who is an organ donor, for the purpose of donating the employee's organ to another person. Additionally, it includes unpaid time off, not exceeding five business days in a one-year period, for an employee who is a bone marrow donor, for the purpose of donating the employee's bone marrow to another person.
- g. When an employee participates in a funeral ceremony he/she may use Paid Time Off (PTO) to perform such duty. Time not worked because of such absence shall not affect general leave accrued.
- h. Where leaves without pay are granted, other than for disciplinary purposes, and do not exceed two (2) weeks, general leave shall accrue.

32 2.12.5 ADMINISTRATIVE LEAVE

In recognition that management employees in positions classified as exempt are required to work hours beyond their regular hours of work to fulfill their management responsibilities, each exempt management employee shall be credited with seven (7) days of administrative leave per year.

The seven (7) days of administrative leave will be credited to each exempt management employee during the first pay period in July of each succeeding year.

All managers with unused administrative leave as of June 30 will be paid for said leave in the final pay period of the fiscal year.

Exempt management employees hired during the year preceding July 1 shall receive a prorated administrative leave. Management employees leaving LAVTA prior to June 30 and who have unused

Administrative Leave, will be credited on a prorated basis from July 1 to the termination date. If employee has used more than the prorated share, the final paycheck will be adjusted.

Exempt management employees are limited to the Executive Director and all employees in the Director Classification band.

~~3.3~~ — 3.0

OUTSIDE EMPLOYMENT

~~Employees who plan to participate in any gainful occupation other than Authority service during off-duty time must have written permission to do so from the Executive Director or designee. The Authority retains the right to refuse permission to any employee for such outside employment whenever it appears to the Authority that such outside employment would interfere with the proper performance of the Authority's service for which the employee has been hired, or that such outside employment may place the employee in a position of conflict of interest.~~

~~In the event of illness or injury incurred in outside employment by members so employed or arising out of such employment, the Authority will in no way be responsible for compensation or any other benefits.~~

~~Use of Authority equipment is permitted only in the performance of Authority duties.~~

~~3.4~~ — INTRODUCTORY PERIOD

~~Original appointment shall be subject to an introductory period of six (6) months actual service.~~

~~3.4.1 — New employees will be provided with an orientation to the Authority and their positions. Every month during the introductory period, new employees will meet with their supervisor to discuss the employee's performance to date. At the time of the discussion serious performance deficiencies shall be documented in writing and an action plan agreed to.~~

~~2.9.2 — Upon completion of the introductory period, Livermore Amador Valley Transit Authority will review the employee's performance. If the Authority finds the employee's performance satisfactory and decides to continue his or her employment, it will advise the employee of any expected improvements.~~

~~Employees not meeting performance requirements during the introductory period shall be notified of such action in writing by the Executive Director or designee at any time during the introductory period.~~

~~The introductory period may be extended no more than twice by the Executive Director for a period not to exceed ninety days per extension, in order to further evaluate the performance of the employee.~~

TEMPORARY APPOINTMENTS

~~Appointments to Authority employment on other than an acting or regular basis shall be considered temporary. Such temporary appointments shall be allowed only as follows:~~

~~Temporary appointees shall serve at the discretion of the Executive Director or designee.~~

~~Temporary assignments shall be compensated per Section 2.5.~~

2.1³⁴ PROFESSIONAL DEVELOPMENT

Budgeted Authority funds may be used for attendance at professional development conferences, as approved by the Executive Director or designee.

Budgeted Authority funds may be used to meet the cost of registration and books for training requested by employee, provided that the program has been approved by the Executive Director or designee as being a benefit to the Authority. The Executive Director or designee, in considering a proposed training program, will require the employee to submit a Request for Authorization to Attend Training form and documentation which may as a minimum include:

- (1) An outline of program scope and purpose
- (2) An outline of specifics of the program to be undertaken
- (3) Proof of qualification for acceptance to the program
- (4) An outline of any leave from work required
- (5) A program expense budget

- (6) A demonstration that the Authority will accrue benefits from the training program equal to the Authority direct and indirect expense incurred; and
- (7) Any other information deemed to be necessary.

The Executive Director or designee shall make the final decision as to the approval of a requested training program based on the above-required prospectus.

Expenditure of Authority funds for academic courses shall be ~~_____~~
~~_____~~ made after prior approval of the course by the Executive Director ~~_____~~
~~_____~~ or designee. Employees shall furnish proof of a passing grade in the course to receive tuition reimbursement by the Authority. Degree programs are excluded from this policy.

Leave from work may be granted for attendance at these programs if:

- (1) This is the only time the training is available
- (2) It can be scheduled so as not to unduly jeopardize operations of the Authority.

3. GENERAL CONDUCT, DISCIPLINE, TERMINATION, AND APPEAL

3.1 CONDUCT

It shall be the responsibility of all employees to represent the Authority in a courteous, efficient, and helpful manner. The purpose of the Authority's disciplinary procedure is to advise the employee of less than satisfactory behavior or conduct, and to act as a corrective measure for improvement.

3.2 CAUSES FOR DISCIPLINARY ACTION

Employees may be subjected to disciplinary action. The following, among others, are causes which, if shown to the satisfaction of the Executive Director or designee to be related to work performance, are sufficient for disciplinary action:

- 3.2.1 Being under the influence of alcohol or illegal drugs during working hours. Bringing or consuming alcoholic beverages on LAVTA premises. Selling, using or possessing an illegal drug or controlled substance while on duty without a prescription. (See "LAVTA Substance and Alcohol Abuse Policy" for further restrictions.)

- 3.2.2 Unsatisfactory work quality or quantity.
- 3.2.3 Failure to refusal to perform a work-related task, or Insubordination. Insubordination shall mean that the employee, having the ability to do a lawful reasonable act, which he/she is directed to do by the Executive Director or designee, willfully fails or neglects to perform the directed act.
- 3.2.4 Breach of written disciplinary action.
- 3.2.5 Absence without leave or failure to report to work after a leave of absence has expired or after such leave of absence has been disapproved or revoked.
- 3.2.6 Being habitually absent or tardy for any reason.
- 3.2.7 Being convicted of a crime that indicates unfitness for the job or raises a threat to the safety or well-being of the Authority, its employees, customers or property.
- 3.2.8 Repeated garnishment of wages.
- 3.2.9 Falsifying or altering Authority records, including an application for employment or timekeeping records.
- 3.2.10 Disrespectful or discourteous conduct toward a customer or member of the public.
- 3.2.11 Misuse of Authority position, time, or property, including conducting personal business on Authority time and improper use of Authority equipment or credit card, or harming or destroying Authority property.
- 3.2.12 Disclosing or using confidential and/or proprietary information, such as the Authority's trade secrets, without authorization.
- 3.2.13 Theft, dishonesty.
- 3.2.14 Violating the Authority's rules against unlawful discrimination, harassment, or retaliation.
- 3.2.15 Failure to submit to a medical examination or failure to appear at the designated time and place for such examination.

3.3 TYPES OF DISCIPLINARY ACTIONS

In most cases, the Authority employs progressive steps in its disciplinary program. However, in all cases disciplinary measures shall be commensurate with the offense. Disciplinary measures may include verbal warnings, written warnings, suspensions, demotions, disciplinary probation, and terminations. Each disciplinary action, regardless of severity or position of employee, must be documented and state the grounds and reasons for the action.

3.3.1 Verbal Warnings

Verbal warnings are a discussion with the employee regarding infractions of Authority rules or policies, including the nature of the violation, the expected behavior, and the discipline that will result if the infraction is repeated.

3.3.2 Written Warnings

Written warnings are a formal notice to the employee of a violation of Authority rules or policies. The written warning should describe the violation, cite any previous verbal or written warnings, and describe the expected behavior and the discipline that will result if the infraction is repeated.

3.3.3 Suspensions

Suspensions are unpaid, involuntary absences from work. Suspensions of five (5) days or more must be approved by the Executive Director or his/her designee. Employees suspended from Authority service shall forfeit all rights, privileges, and salary or other fringe benefits while on such suspension.

3.3.4 Demotions

Demotions are a change from one position to another having lesser duties, responsibilities and salary. Demotions must be approved by the Executive Director or his/her designee.

3.3.5 Disciplinary Probations

Employees may be placed into a probationary status because of unsatisfactory work performance and/or because of work rule violations. Employees have a specific timeframe within which to correct the problem behavior or performance. Immediate termination may occur during the disciplinary probation period if

problems continue, new problems arise or if declines in performance occur.

3.3.6 Termination

Termination is the involuntary separation of the employee. Any termination must be approved by the Executive Director or his/her designee.

3.4 NOTICE OF DISCIPLINARY ACTION

Any disciplinary action that may result in suspension of five (5) or more days, demotion, or termination must be set forth in writing and provided to the employee at least five (5) days before the proposed effective date. Notice of the proposed disciplinary action must include the following information:

- (i) A description of the proposed action, its effective date, and the rule or policy violated;
- (ii) A description of the acts or omissions forming the basis for the proposed action;
- (iii) A statement that a copy of any available materials upon which the action is based is attached to the notice.
- (iv) A statement that the employee has a right to respond orally, by requesting a conference with the supervisor imposing the discipline, or in writing prior to the effective date of the disciplinary action

3.5 GRIEVANCE PROCEDURE

Authority employees, except employees in their probationary period, who have been demoted, suspended for five (5) or more days, or terminated are entitled to appeal the decision and receive a hearing from a neutral decision-maker.

3.5.1 A formal grievance shall be filed by the employee within five (5) working days of the effective date of any demotion, suspension for five (5) or more days, or termination. The formal grievance shall be filed with the Executive Director on a form prescribed by the Authority.

3.5.2 The Executive Director shall schedule a fair and impartial hearing within thirty (30) calendar days of the filing of the grievance. At the

hearing, the employee may answer the charges against him or her, present any mitigating evidence, or otherwise respond to the disciplinary action. The Executive Director will issue his/her decision within ten (10) working days of the hearing. The Executive Director may overturn, affirm or modify the disciplinary action.

- 3.5.3 If the employee is not satisfied with the Executive Director's decision, he/she may appeal the decision within five days to the Board of Directors. The appeal must be filed within five (5) working days of the date of the Executive Director's decision. The appeal shall include a copy of the original grievance, the decision rendered by the Executive Director, and a statement of reasons for the appeal.
- 3.5.4 The Board shall employ a neutral third party to hear the appeal and to recommend action to the Board.
- 3.5.5 The Board may adopt, reject, or modify the recommendation of the Board-appointed neutral third party. The decision of the Board is the final action of the Authority and shall be final and binding on the parties.

3.6 RESIGNATION

An employee wishing to leave the service of the Authority in good standing will file with the Executive Director or his/her designee a written resignation stating the effective date and reason for leaving. The Authority requests that the employee submit the written resignation at least two (2) weeks in advance for the employee to be considered to have resigned in good standing.

Upon the submittal of a written or verbal notice of resignation, the action of the employee may not be rescinded without the approval of the Executive Director. The decision of the Executive Director on the request of an employee to withdraw a notice of resignation shall be final.

Failure of an employee to resign in good standing or give notice of resignation shall be entered in the employee's service record and may be cause for denying future employment with the Authority.

4. PERFORMANCE EVALUATIONS AND RATES OF PAY

- 4.1.1 Each regular employee shall receive an annual written performance evaluation during the month of June. As part of the performance evaluation, an overall rating of clearly outstanding, exceeds expectations, meets expectations, needs improvement, or unsatisfactory will be given.

- 4.1.2 Regular employees receiving “needs improvement” or “unsatisfactory” performance evaluations will be provided with a written action plan to improve performance and be scheduled for a follow up evaluation in six months.
- 4.1.3 New employees will be evaluated as described in paragraph 2.9.1 and 2.9.2. New employees who qualify for a six month evaluation prior to July 1st will be eligible for a prorated merit salary increase based on evaluation results and time served.

4.2 RATES OF PAY

4.2.1 Pay for Performance Compensation Plan

The following is a description of the basic tenets of the Authority’s performance pay plan for its employees. This plan underscores the Authority’s commitment to achieving results and providing the best service with the finest employees.

~~(-) — Market Surveys – As part of the annual budget approval process, salary ranges will be established, in accordance with procedures in the Human Resources Manual, which includes adherence to the Executive Director Compensation Policy and an A annual salary survey for all established positions within the Authority will be completed every three years using comparator agencies. The years in between Salary Surveys the Salary Bands will be increased by the year over year CPI for the region in which the authority falls published by the BLS for February of that year. The Survey will establish a market range and midpoint for positions within the Authority.~~

~~(-) — Control Points — For each classification band in the pay plan a “control point” is established. The control point is considered the midpoint of the salary range. The midpoint represents the value of each position within the internal organizational structure. The plan provides an opportunity for individuals to earn up to 15% above their control point for continued exceptional performance. Conversely, salaries of employees not meeting the Authority’s performance standards may drop to 15% less than the control point.~~

~~4.2.2 Performance Zones – Each salary range shall be divided into four performance zones as follows:~~

- ~~(-) Zone One (85% through 95% of control point): This portion of the range is typically considered to be that into which a new employee is hired. However, where circumstances warrant, employees may be hired up to the control point.~~
- ~~(-) Zone Two (96% through 104% of the control point): This is the portion of the salary range to which an employee may normally expect to progress. Most employees will achieve and maintain a salary within this portion of the range.~~
- ~~(-) Zone Three (105% through 111% of the control point): Only those employees whose performance, over time, exceeds expectations will achieve and maintain a salary that falls within this portion of the range.~~
- ~~(-) Zone Four (111% through 115% of the control point): Only those employees whose performance, over time, far exceeds expectations will achieve and maintain a salary that falls within this portion of the range.~~

~~4.2.3 Comp Ratio – As part of the administration of the pay plan, a comp ratio shall be computed for each employee. The comp ratio represents the relationship of each employee's current salary to the control point of his/her salary range. The comp ratio is calculated by dividing the employee's current salary by the control point of his/her salary grade.~~

4.2.4 Merit Salary Increase – Merit salary increases may be considered on an annual basis and distributed by the Executive Director based upon the recommendation of the supervisor and the following general guidelines

- Increase amounts should differ significantly as performance levels increase.
- ~~• All other considerations being equal, employees in the lower performance zones of the salary range (below the control point) may receive larger percentage increases than those in higher performance zones (above the control point).~~

- No salary increase shall be awarded in instances where a performance rating is “Needs Improvement” or “Unsatisfactory.”

4.2.5 In the month of June each year, employees will be eligible for individual salary adjustments effective July 1. Said increases shall be made based solely upon performance and in accordance with the guidelines above. No salary increase shall be made unless a performance appraisal has been made of the employee.

4.2.6 Performance Bonus – The Executive Director may recognize an employee’s specific accomplishments by authorizing a performance bonus. In the case of employees who do not report directly to the Executive Director the supervisor may recommend to the Executive Director that a bonus be given. The performance bonus may be authorized for significant project accomplishments or significant cost savings beyond the normal high expectations of the staff. All bonuses granted shall be in the form of a one-time payment. The total of all bonuses granted shall not exceed 2% of the annual gross payroll.

4.2.7 Salary Bands

The positions, with the exception of Executive Director, shall all be properly classified with respect to Fair Labor Standards Act (FLSA), and all positions appropriately assigned to the following Salary Bands.

Band 1 – ~~Hourly Customer Service Representative I~~

Band 2 – ~~Customer Service Representative II Support~~

Band 3 – ~~Professional Support~~

Band 4 – ~~Senior~~ Professional

Band 5 – ~~Senior Professional Manager~~

Band 6 – ~~Manager Director~~

Band 7- Director

4.2.8 Employees shall be paid salaries on the Friday following the end of the bi-weekly pay period.

5. BENEFITS

5.1 HOLIDAYS

5.1.1 Each full-time employee shall be entitled to the following paid holidays which are hereby declared to be official holidays of the Authority:

- | | | |
|----|-----------------------------------|-----------------------------------|
| a) | New Year's Day | January 1 |
| b) | Martin Luther King, Jr. Day | 3 rd Mon. in January |
| c) | Washington's Birthday | 3 rd Mon. in February |
| d) | Memorial Day | Last Mon. in May |
| e) | Independence Day | July 4 |
| f) | Labor Day | 1 st Mon. in September |
| g) | Veteran's Day | November 11 |
| h) | Thanksgiving Day | 4 th Thursday in Nov. |
| i) | Friday following Thanksgiving Day | |
| j) | Christmas Eve | December 24 |
| k) | Christmas Day | December 25 |
| l) | New Year's Eve | December 31 |

Any holiday falling on a Saturday shall be observed the preceding Friday. Holidays falling on a Sunday shall be observed the following Monday, unless that is already a designated holiday, in which case the holiday falling on a Sunday shall be observed on Friday.

5.2 PAID TIME OFF (PTO)

A plan for paid time off (PTO) shall be established for all employees regularly scheduled to work more than 1,040 hours on an annual basis, in lieu of traditional vacation leave, sick leave, bereavement leave, etc. PTO may be used for any leave purpose; however, its use shall be governed by the following sections.

Employees off work due to a disability, or on approved leave of absence as defined in Section 2.8, shall be required to use all PTO accrued prior to taking a leave of absence without pay. If an employee is eligible to receive disability benefits, PTO benefits will be coordinated with disability benefits to make up the difference between the disability benefit and the employee's monthly salary, until PTO benefits are exhausted.

5.2.1 There shall be two categories of PTO as outlined below:

- a) Scheduled PTO: Any PTO which can be reasonably forecast or anticipated, i.e. vacation, scheduled medical/dental appointments, extended weekends, personal leave, etc.
- b) Unscheduled PTO: Any leave that is genuinely of an unanticipated nature, i.e. sick leave, bereavement leave, etc.

5.2.2 Scheduled PTO requires the approval of the Executive Director or his/her designee prior to the absence. Scheduled leave exceeding three weeks requires the special approval of the Executive Director. The employee shall be given due regard in selecting a convenient time to take scheduled PTO, provided it is not in direct conflict with the best interest of the Authority. A request for scheduled PTO should be submitted in accordance with established procedures. Every effort should be made to submit requests two weeks prior to the PTO.

The use of unscheduled PTO shall be reported on the employee's time card. Inappropriate or excessive use of unscheduled PTO may be grounds for disciplinary action.

5.2.3 "PTO Accrual": Depending on the status of the employee, the amount of PTO accrued shall be as follows:

- a) Full-Time Employees: Each full-time employee shall accrue PTO for each pay period of service, based on the years of service with the Authority. The accrual of PTO shall begin upon entry on duty at the Authority. The accrual shall be in accordance with the following schedule:

Length of Service	PTO Accrued Each Pay Period
Beginning with the first day of service through the fifth year anniversary (without a break in service)	6.77 Hours

Following the fifth year

8.31 Hours

- b) Employees scheduled to work 20-40 Hours Per Week: For employees scheduled to work between 20 and 40 hours per week, the pro-rata share to be accrued will be the percentage of a regular 40 hour work week which they are scheduled to work, multiplied by the PTO accrued per month, as shown in Subsection a. above.

5.2.4 No employee shall accrue more than 346 hours of PTO. When an employee's unused PTO balance reaches this limit, all accrual of additional PTO shall cease until the balance falls below the maximum accrual limit.

5.2.5 Any employee separating from the Authority service who has accrued PTO shall be entitled to termination pay in lieu of such PTO. When separation is caused by death, payment shall be made to the employee's spouse or estate or, in applicable cases, as provided by the Probate Code of the State. Termination pay will be paid at the employee's current hourly rate at the time of termination, for any unused PTO.

5.3 PAID SICK LEAVE (TEMPORARY EMPLOYEES ONLY)

Temporary employees qualify to accrue paid sick leave upon the start of the temporary employee's employment. Temporary employees may take paid sick leave accrued under this policy if they have worked for the Livermore Amador Valley Transit Authority for at least 90 days.

Temporary employees accrue one hour of paid sick leave for every 30 hours of work performed. Employees may not accrue more than 48 hours or six regularly-scheduled workdays of paid sick leave, whichever is greater, at any given time. Employees who reach the applicable cap will cease to accrue further paid sick leave hours until paid sick leave is used, at which point the employee will continue to accrue additional paid sick leave up to the cap. Paid sick leave not used in a year otherwise carries over from year to year.

Temporary employees may take the greater of 40 hours or five regularly-scheduled workdays' worth of paid sick leave per year for any qualifying reason. Employees using paid sick leave must do so in minimum increments of two hours.

Paid sick leave may be used for the diagnosis, care (including preventative care), or treatment of an existing health condition of a temporary employee and certain family members of the employee, including the employee's

designated person. Employees who are the victim of domestic violence, sexual assault, or stalking also may use paid sick leave for treatment, assistance, and other purposes authorized by law.

If the need for sick leave is foreseeable, the employee must provide reasonable advance notice. If the leave is not foreseeable, the employee must provide notice of the leave as soon as practicable.

Accrued unused paid sick leave is not paid out upon termination. However, temporary employees separating from employment who are rehired within one year from the date of separation will have their previously accrued and unused paid sick days reinstated.

5.4 WORKERS' COMPENSATION

The employer shall observe the State law with regard to Workers' Compensation.

5.5 RETIREMENT PLAN

Effective January 1, 2013, LAVTA established two tiers of retirement plan benefits.

- (a) Tier 1 – Defined as members of the State of California Public Employees' Retirement System (PERS) or reciprocal system, on or before December 31, 2012. The employee shall be covered under the 2% at age 55 plan of the State of California Public Employee's Retirement System, including the third level of benefits under the 1959 Survivor Benefit and final year compensation. Employee shall pay the employee's PERS contribution as a before tax deduction.
- (b) Tier 2 – Defined as members of the State of California Public Employees' Retirement System (PERS) on or after January , 2013. The employee shall be covered under the 2% at age 62 PERS plan, including the third level of benefits under the 1959 Survivor Benefit, and three year final compensation. Employee shall pay 50% of the total normal cost rate or the current contribution rate of similarly situated employees, whichever is greater.

5.6 HEALTH, DENTAL AND VISION CARE INSURANCE

Full-time employees shall, at the option of the employer, be provided family medical, dental, and vision insurance as described herein. Annuitants shall be provided medical insurance as described herein:

- 5.6.1 Full-time employees and annuitants will be provided the option to select eligible plans administered under the California Public Employees' Retirement System, Public Employees' Medical and Hospital Care Act.
- 5.6.2 The Authority's contribution for each employee or annuitant (hired prior to July 1st, 2010) shall be the amount necessary to pay the cost of his/her enrollment, including the enrollment of his/her family members, in a health benefit plan up to a maximum of the full premium contribution for the highest premium HMO (PERSCare is not an HMO).
- 5.6.3 Annuitants hired on or after July 1st, 2010 require a minimum of ten years of CalPERS service credit in order to qualify to receive a 50% employer contribution. Five of those ten years must be performed at LAVTA. Each additional service credit year after ten years increases the employer contribution percentage by 5% until 20 years of service is reached, at which time the retiring employee is eligible for 100% of the employer contribution.
- 5.6.4 Employees and their eligible dependents shall be provided with a dental care plan. The Authority shall pay the premium for this dental care plan for both the employee and eligible dependents. The premium paid by the Authority for regular part-time employees shall be prorated as defined in section 5.10 of this policy.
- 5.6.6 Employees and their eligible dependents shall be enrolled in a vision care plan. The premium for the vision care plan for both the employee and eligible dependents shall be paid by the Authority. The premium paid by the Authority for regular part-time employees shall be prorated.
- 5.6.7 It is the employee's responsibility to notify the Authority regarding any changes in dependent status.

5.7 DISABILITY INSURANCE

- 5.7.1 The Authority will contribute on behalf of each full-time employee the cost of premiums associated with the provision of long-term disability insurance with an elimination period of not more than sixty days. The insurance plan shall be selected and approved by the Board of Directors of the Authority. Specific benefits shall be defined in the plan documents.

- 5.7.2 Full time employees off work due to a disability will continue to receive health care benefits, as defined in Section 5.5, for up to six months following complete exhaustion of their leave accrual. At the end of six months employees on disability leave may continue coverage by paying the premium payments themselves through LAVTA.

5.7 LIFE ACCIDENTAL DEATH & DISMEMBERMENT

The Authority shall contribute an amount necessary to provide life insurance in an amount equal to one and one-half times the employee's current annual salary. This insurance shall include accidental death and dismemberment coverage.

5.8 TRANSIT PASS

In accordance with the LAVTA Employee Free Ride Policy, all employees and eligible family members/dependents, as defined in the Policy, are eligible to ride Wheels Fixed Route transit service at no cost. In addition, employees riding Dial-A-Ride Paratransit must be certified eligible for participation in the ADA paratransit program, in which case free rides on Dial-A-Ride will be available only for work related trips.

5.9 USE OF PERSONAL OR AGENCY VEHICLES

Employees who use their personal automobile for authorized office business shall receive reimbursement at the applicable rate as established by the Internal Revenue Service. Alternatively, employees may use a LAVTA staff vehicle. Whether using a personal vehicle or an agency owned vehicle while doing work for the agency the employees must comply with the requirements outlined in the Use of LAVTA Service Vehicle Policy.

5.10 PART-TIME EMPLOYEES

Employees employed on a regular schedule of more than 1,040 hours and less than 2,080 hours on an annual basis, shall receive prorated benefits as determined by the Executive Director.

LIVERMORE AMADOR VALLEY TRANSIT AUTHORITY

HUMAN RESOURCES POLICY

1. GENERAL PROVISIONS

1.1 PURPOSE

The objective of these policies is to facilitate efficient service to the public and to provide a human resources management system within the Livermore Amador Valley Transit Authority (LAVTA) that deals with all employees in an equitable and uniform manner.

1.2 SCOPE

In cases where these policies conflict with agreements duly agreed upon between any employee and the Authority, the provisions of the agreement shall govern. In all other cases, these rules shall apply.

2. POLICIES AND PROCEDURES

2.1 APPLICATIONS FOR EMPLOYMENT

Application for employment shall be made in a manner prescribed by the Executive Director. Applications shall require information on specific job experience, education, and training, shall contain job-related information, and shall be signed and dated by the applicant.

2.1.1 No questions on any application or asked at an interview shall attempt to elicit information concerning race, age, natural hairstyle, color, creed (including religious dress and religious grooming practices), sex (including pregnancy, childbirth, breastfeeding, and related medical conditions), sexual orientation, gender, gender identity, gender expression (including transgender or because an individual has transitioned or is transitioning), sex stereotyping, genetic information, marital status, domestic partner status, national origin, ancestry, citizenship, mental, physical or sensory disability, legally protected medical condition or information, military or veteran status, protected medical leaves, religion, or any other basis protected by federal, state, or local law for the purpose of discrimination.

2.1.2 All statements submitted on the application or attached resume may be subject to investigation and verification prior to appointment.

2.1.3 All job openings will be subject to a competitive process. The Executive Director or designee shall determine whether competition shall be limited to internal candidates or shall be opened to all qualified candidates. If competition includes outside candidates, the job opening will be advertised as appropriate to the position and in accordance with the LAVTA Human Resources Procedures Manual.

2.1.4 The Authority shall conform to all requirements under the Americans with Disability Act relating to application for employment and continued service with the Authority.

2.2 APPOINTMENT

2.2.1 All appointments to vacancies shall be made by the Executive Director or designee after considering the qualifications of the applicants.

Qualified Authority employees will be given due consideration for any available position upon application for the position.

2.2.2 TEMPORARY APPOINTMENTS

Appointments to Authority employment on other than an acting or regular basis shall be considered temporary. Such temporary appointments shall be allowed only as follows:

Temporary appointees shall serve at the discretion of the Executive Director or designee.

Temporary assignments shall be compensated per **Section 2.5.**

2.4 INTRODUCTORY PERIOD

Original appointment shall be subject to an introductory period of six (6) months actual service.

New employees will be provided with an orientation to the Authority and their positions. Every month during the introductory period, new employees will meet with their supervisor to discuss the employee's performance to date. At the time of the discussion serious

performance deficiencies shall be documented in writing and an action plan agreed to.

- 2.4.1 Upon completion of the introductory period, Livermore Amador Valley Transit Authority will review the employee's performance. If the Authority finds the employee's performance satisfactory and decides to continue his or her employment, it will advise the employee of any expected improvements.

Employees not meeting performance requirements during the introductory period shall be notified of such action in writing by the Executive Director or designee at any time during the introductory period.

The introductory period may be extended no more than twice by the Executive Director for a period not to exceed ninety days per extension, in order to further evaluate the performance of the employee.

2.5 ATTENDANCE

Employees shall be in attendance at their job in accordance with the rules regarding hours of work, holidays and leaves of absence.

An employee shall not be absent from work for any reason other than those specified in this Human Resources Policy without making prior arrangements with the Executive Director or designee. Unless prior arrangements are made, an employee who, for any reason, fails to report to work, shall make a sincere effort to immediately notify the Executive Director or designee of the reason for being absent. If the absence continues beyond the first day, the employee shall notify the Executive Director or designee on a daily basis unless other arrangements have been made. *The Executive Director or designee may require a medical certificate from the employee's treating physician if the absence continues over three consecutive days.*

Any unauthorized absence of an employee shall be deemed to be an absence without pay and may be cause for disciplinary action in accordance with applicable law.

2.6 OVERTIME COMPENSATION

The payment of overtime compensation shall be in accordance with Federal Law. The Executive Director shall conduct a review of the responsibilities of each position and designate whether the position is exempt from overtime compensation provisions pursuant to the Code of Federal Regulations: Title 29: Part 541. Nonexempt employees who are required to work more than 40 hours in one week shall be entitled to overtime compensation for all hours so worked. Overtime is paid only for time worked, not time compensated. Therefore, overtime is not paid when time worked is less than 40 hours in the week but the employee receives PTO, holiday pay (as defined in paragraph 5.1.1), jury duty pay or similar pay for unworked hours and the paid time exceeds 40 hours. The overtime rate shall be computed at one and one-half times the employee's regular rate of pay as calculated to the nearest one-tenth (1/10) of an hour. Employees shall be compensated for overtime worked by monetary payment, paid not later than the next payroll following the pay period in which the overtime was worked. All overtime shall be approved in writing by the Executive Director or designee.

2.7 ACTING PAY

Occasionally, a vacancy in the Agency would necessitate a staff member be appointed to an acting role, temporarily assuming duties for that position as well as continuing to be responsible for their existing duties. To be eligible for acting pay, the employee must agree to temporarily work in a position that has a higher pay level assignment than the employee's regular position. The employee acting in position retains his/her regular job title, with an "acting" designation for the temporary role.

In all cases, the employee must return to his or her regular position and regular rate of pay when the temporary assignment is over, which is at the discretion of the Executive Director. *Regular rate of pay* means the rate that would have been paid at that point in time had the temporary assignment not happened.

Acting pay is a *percentage* increase added to the employee's regular pay rate to be determined by the Executive Director.

2.8 HOURS OF WORK

The Administrative Office shall be open for the public between 9:00 a.m., and 12 p.m. and 1:30 pm and 4:00 p.m. each weekday, except on Authority holidays as per paragraph 5.1.1. The Transit Center shall be open for the public as determined by the Executive Director or designee in accordance with all agreements or other public considerations.

Employees will work per established full time (40 hours per week) or part-time schedule.

2.9 LAYOFF

The Executive Director may layoff employees for lack of work, budgetary restrictions, or due to other changes that take place. Layoffs will be made based on performance without regard for seniority. The employee will be given two (2) weeks notice, except in cases of emergency, before layoff takes place.

2.10 REASONABLE ACCOMODATION

To comply with applicable laws ensuring equal employment opportunities to qualified individuals with a disability, the Authority will make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or an employee unless undue hardship would result.

Any applicant or employee who requires accommodation in order to perform the essential functions of the job should contact the Director of Finance and request such accommodation. The individual with the disability should specify what accommodation they need to perform their job. The Authority then will conduct an interactive process to identify the barriers that interfere with the equal opportunity of the applicant or employee to perform their job. The Authority will identify possible accommodations, if any, that will help eliminate the limitation. If the accommodation is reasonable and will not impose an undue hardship, the Authority will make the accommodation.

2.11 OUTSIDE EMPLOYMENT

Employees who plan to participate in any gainful occupation other than Authority service during off-duty time must have written permission to do so from the Executive Director or designee. The Authority retains the right to refuse permission to any employee for such outside employment whenever it appears to the Authority that such outside employment would interfere with the proper performance of the Authority's service for which the employee has been hired, or that such outside employment may place the employee in a position of conflict of interest.

In the event of illness or injury incurred in outside employment by members so employed or arising out of such employment, the Authority will in no way be responsible for compensation or any other benefits.

Use of Authority equipment is permitted only in the performance of Authority duties.

2.12 LEAVES OF ABSENCE

2.12.1 Personal Leaves:

The Executive Director or designee may grant a regular employee leave of absence without pay, not to exceed three (3) months, for personal leave. No such leave shall be granted except in written form and upon written request of the employee setting forth the reason therefore. Upon expiration of a regularly approved leave of absence without pay, the employee shall be reinstated in the position held at the time leave was granted if such position is available; however, reinstatement is not guaranteed. Failure on the part of an employee on leave to report promptly at its expiration or within a reasonable time after notice to return to duty shall be cause for discipline. The Executive Director or designee may grant an employee in the introductory period a leave of absence without pay for one (1) calendar week only.

a. Medical and Other Benefits

During an approved personal leave of absence without pay per paragraph 2.7.2, employee must pay the employee's portion of the premium as directed by the Authority. Employee's health care coverage will cease if the employee's premium payment is more than 30 days late. If employee's payment is more than 30 days late, the Authority will send the employee a letter to this effect. If the Authority does not receive the Authority's co-payment within 15 days of that letter, the employee's coverage may cease. If employee elects not to return to work for at least 30 calendar days at the end of the leave period, the employee may be required to reimburse the Authority for the cost of the health benefit premiums paid by the Authority for maintaining coverage during the employee's unpaid leave.

During the unpaid leave, PTO accrual will cease.

2.12.2 Temporary Disability Leaves:

- a. An unpaid medical leave of absence may be granted for temporary medical disabilities with a doctor's written certificate of disability if a leave is necessary to reasonably accommodate a workplace injury or a qualified disability under the Americans With Disabilities Act or the Fair Employment and Housing Act. Temporary disability leave runs concurrently with Family Medical Leave.
- b. The duration of a disability leave under this section shall be consistent with applicable law, but in no event shall the leave extend past the date on which an employee becomes capable of performing

the essential functions of his or her position, with or without reasonable accommodation.

- c. If the disability leave is needed due to a work-related injury, all matters relating to an employee's leave rights, including compensation, benefits, substitution of paid leave, notice and certification requirements, and reinstatement shall be governed by the state workers' compensation laws.
- d. Requests for leave should be made as far in advance as possible. Employees are required to use any unused accrued sick leave and vacation. Employees may also be eligible for State Disability Insurance (SDI) benefits. Use of sick leave, vacation leave or State Disability Insurance benefits does not extend the time period of the leave of absence.

2.12.3 Family Medical Leave Act

a. Leave Policy

Under the federal Family and Medical Leave Act ("FMLA") and the California Family Rights Act ("CFRA"), employees may take time off as provided in this policy, so long as (1) the employee has worked for the Authority for at least 12 months, and for at least 1,250 hours in the last 12 months (an employee returning from fulfilling his or her National Guard or Reserve military obligation will be credited with the hours of service that would have been performed but for the period of military service in determining the 1,250 hours of service).

b. Reasons for Leave

Eligible employees may take up to 12 weeks of unpaid Family and Medical Leave within any rolling 12-month period (measured backward from the date of the commencement of any Family and Medical Leave) and be restored to the same or a comparable position upon the employee's return from leave for any of the following reasons:

- (1) the birth of a child and to bond with or to care for such child;
- (2) the placement of a child with the employee for adoption or foster care and to bond with or to care for the newly-placed child;
- (3) to care for a spouse, domestic partner, child, parent ("covered relation"), parent in law, sibling, grandchild, grandparent, or a person designated by the employee, with a serious health condition;

- (4) the employee's own serious health condition that renders him/her unable to perform an essential function of his/her position;
 - (5) "military exigency leave," when there is a qualifying military exigency arising out of the fact that an employee's spouse, domestic partner, child, or parent is on covered active duty (or has been notified of an impending call or order to covered active duty) in the National Guard, Reserves or regular Armed Forces.
- "Qualifying exigency" under the FMLA includes any activities listed in the applicable Department of Labor governing regulations. Qualifying exigencies include: (1) short-notice deployment; (2) military events and related activities; (3) childcare and school activities; (4) financial and legal arrangements; (5) counseling; (6) rest and recuperation; (7) post deployment activities; (8) parental leave; and (9) additional activities.

In addition, employees are entitled to five days of unpaid leave in the event of a reproductive loss (CFRA). A "reproductive loss" means a failed adoption, failed surrogacy, miscarriage, stillbirth, or unsuccessful assisted reproduction.

In addition, under the FMLA, "Military Caregiver Leave" may be requested to care for a spouse, domestic partner, son or daughter (of any age), parent, or next of kin who is a covered service member, and who has incurred a serious injury or illness in the line of duty while on active duty in the Armed Forces, including leave to care for covered veterans who are undergoing medical treatment, recuperation, or therapy for a serious injury or illness incurred or aggravated in the line of duty on active duty and that manifested before or after the veteran left active duty.

A "covered service member" under the FMLA Military Caregiver Leave is: a) a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or b) a covered veteran who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness. "Covered veteran" means an individual who was a member of the Armed Forces (including a member of the National Guard or Reserves) and was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered veteran.

Provided all the conditions of this policy are met, an employee may take a maximum of 26 weeks of military caregiver leave in a single 12-month period, inclusive of the any leave the employee takes for

family care, medical, or military exigency leave during that period. This 12-month period will be measured *forward* from the first day leave is taken, regardless of how the Company calculates the single 12-month period for other FMLA purposes.

Military Caregiver Leave may run concurrently with CFRA leave if the covered servicemember is a CFRA “covered relation” (i.e. your spouse, registered domestic partner, child (under age 18, unless incapable of self-care because of a mental or physical disability), or parent) and the covered servicemember suffers from a serious health condition under CFRA. If such conditions are not met, CFRA leave is not exhausted during military caregiver leave. In any event, CFRA leave lasts for a maximum of 12 weeks, and any military caregiver leave beyond that would be FMLA only.

Spouses who are both employed by the Company may take a maximum combined total of 26 weeks in the 12-month period for military caregiver leave and any other FMLA leave, including military exigency leave. However, no more than 12 weeks of this combined 26-week period may be taken for reasons other than to care for the service member.

c. Time Off from Work Due to Employee’s Disability Due to Pregnancy/ Childbirth/Adoption

Time off from work because of disability due to pregnancy, childbirth, foster care placement of a child, or adoption is counted as time used for FMLA/CFRA leave. Employees who are unable to work due to pregnancy will be granted the greater of 12 weeks leave or the amount of leave to which the employee may be entitled under California state law for pregnancy-related disability or in connection with childbirth. Family care leaves for the birth, adoption, or foster care placement of a child must be concluded within one year of the birth, adoption, or placement. Pregnant employees should consult with Human Resources regarding their individual situation.

d. Notice of Leave

If the need for Family and Medical Leave is foreseeable, employee must give the Authority at least 30 days prior notice of the need for leave, preferably in writing. If this is not possible, employee must at least give notice as soon as practicable (generally within one (1) to two (2) business days of learning of the need for leave), and employee must comply with the Authority’s usual and customary notice and procedural requirements for requesting leave absent unusual circumstances. Failure to provide such notice may be

grounds for delay of leave. Additionally, if the employee is planning a medical treatment, the employee must consult with the Authority first regarding the dates of such treatment. For foreseeable leave due to a qualifying exigency, notice must be provided as soon as practicable. Where the need for leave is not foreseeable, employee should notify the Authority as soon as possible and practical.

The employee's notice must include sufficient information for the Authority to determine if the leave qualifies for FMLA/CFRA protection and for the Authority to determine the expected timing and duration of the leave.

e. Certification of a Serious Health Condition

If the employee is requesting leave because of the employee's own or a covered relation's serious health condition, employee must provide appropriate medical certification from the relevant health care provider within 15 calendar days after employee requests leave, if practicable. For foreseeable leaves the medical certification should be provided before leave begins. Failure to provide requested medical certification in a timely manner may be grounds for denial of foreseeable leave until such certification is provided. In the case of unforeseeable leaves, failure to timely provide the required certification may result in a denial of the employee's continued leave. The certification must include the name, address, phone and fax numbers of the health care provider and the type of medical practice, the approximate date on which the serious health condition began and its probable duration, a statement documenting the need for leave, and confirmation that, if the employee is the patient, employee is unable to perform one or more of the essential functions of the employee's job due to the serious health condition or, if a family member is the patient, confirmation that the family member is in need of care.

When permitted by law, the Authority, at its expense, may require an examination by a second health care provider designated by the Authority, if it reasonably doubts the medical certification initially provided by the employee for the employee's own serious health condition. If the second health care provider's opinion conflicts with the original medical certification, the Authority, at its expense, may retain a third, mutually agreeable, health care provider to conduct an examination and provide a final and binding opinion.

Where the need for leave lasts beyond a single leave year, LAVTA may require the employee to provide new medical certification in

each subsequent leave year. Any request for an extension of the leave must be supported by an updated medical certification. Failure to provide requested recertification within 15 days, if such is practicable, may result in delay of further leave until it is provided.

It is the employee's responsibility either to furnish a complete and sufficient certification or to furnish the health care provider providing the certification with any necessary authorization from the employee or the employee's family member in order for the health care provider to release a complete and sufficient certification to LAVTA to support the employee's leave request.

f. Certification for a Qualifying Exigency

If the employee is requesting military exigency leave, employee must provide appropriate certification within 15 calendar days after employee requests leave, if practicable. Failure to provide requested certification in a timely manner may be grounds for delay of leave. Employee must provide a copy of the military member's active duty orders or other documentation issued by the military that indicates that the military member is on active duty or call to active duty status in support of a contingency operation, and the dates of the member's active duty service.

Employee must also provide a signed statement of the facts regarding the qualifying exigency for which FMLA is requested, and provide the approximate date on which the qualifying exigency began or will begin, the beginning and end dates for the absence that is a single continuous period of leave (or, for intermittent or reduced schedule basis leave, an estimate of the frequency and duration of the qualifying exigency), and if the qualifying exigency involves meeting with a third party, provide appropriate contact information for any third party with whom you are meeting and a brief description of the purpose of the meeting.

g. Certification for Military Caregiver Leave

If employee is requesting leave to care for a covered service member with a serious injury or illness, employee must provide medical certification that the serious injury or illness was incurred in the line of duty on active duty in the Armed Forces.

h. Reporting While on Leave

If employee takes leave because of the employee's own serious health condition or to care for a covered family relation, employee

must contact the Authority as directed regarding the status of the condition and the employee's intention to return to work. In addition, employee must give notice as soon as practicable (within two (2) business days if feasible) if the dates of leave change, are extended, or initially were unknown.

i. Leave is Unpaid

Family and Medical Leave is unpaid leave, although employee may be eligible for short-term or disability payments, paid family leave and/or workers' compensation benefits under those insurance plans. Employee may elect to substitute any accrued paid time off (e.g., PTO, administrative, etc.) for unpaid Family and Medical Leave. The use of paid leave is subject to the terms of the Authority's usual policies, procedures and restrictions applicable to that type of paid leave.

j. Medical and Other Benefits

For the first 12 weeks of an approved Family and Medical Leave, the Authority will maintain the employee's health benefits as if the employee continues to be actively employed. If paid leave is substituted for unpaid Family and Medical Leave, the Authority will deduct the employee's portion of the health plan premium as a regular payroll deduction. If the employee's leave is unpaid, employee must pay the employee's portion of the premium as directed by the Authority. Employee's health care coverage will cease if the employee's premium payment is more than 30 days late. If employee's payment is more than 30 days late, the Authority will send the employee a letter to this effect. If the Authority does not receive the Authority's co-payment within 15 days of that letter, the employee's coverage may cease. If employee elects not to return to work for at least 30 calendar days at the end of the leave period, the employee may be required to reimburse the Authority for the cost of the health benefit premiums paid by the Authority for maintaining coverage during the employee's unpaid leave.

During the unpaid portion of a family medical leave, PTO accrual will cease.

k. Intermittent and Reduced Schedule Leave

Leave because of a serious health condition, including pregnancy-related disabilities, or military caregiver leave, may be taken intermittently (in separate blocks of time due to a single health condition) or on a reduced-leave schedule (reducing the usual

number of hours you work per workweek) if medically necessary. Qualifying exigency leave may also be taken intermittently or on a reduced-leave schedule. Any leave taken for birth or placement of a child must be taken in blocks of at least two weeks (but employee is allowed two exceptions), and must be taken within one year of the birth or placement of the child with the employee.

If leave is unpaid, the Authority will reduce the employee's salary based on the amount of time actually worked. In addition, while the employee is on an intermittent or reduced leave schedule, the Authority may temporarily transfer the employee to an available alternative position that better accommodates employee's recurring leave and has equivalent pay and benefits.

l. Returning from Leave

If employee takes leave because of the employee's own serious health condition, (except if the employee is taking intermittent leave) employee is required to provide medical certification from employee's health care provider that states that employee is able to resume work and that addresses the employee's ability to perform the essential functions of the employee's job. Employees failing to provide the return-to-work medical certification form will not be permitted to resume work until it is provided.

Under most circumstances, an employee who returns from a Family and Medical Leave will be reinstated to his or her original job or to an equivalent job with equivalent pay, benefits, and other employment terms and conditions. However, an employee has no greater right to reinstatement than if she or he had been continuously employed rather than on leave. In addition, employees who do not return to work are not entitled to an accrual of seniority or employment benefits that may have occurred during a leave period.

m. Employer Requirements

The Authority must inform employees requesting leave whether they are eligible for Family and Medical leave. If they are, the notice must outline any additional information that is required and outline the employees' rights and responsibilities. If they are not eligible, the notice must give a reason for the ineligibility. It is unlawful for any employer to interfere with, restrain, or deny the existence of any right provided under the FMLA/CFRA, to discharge or discriminate against any person for opposing any

practice made unlawful by the FMLA/CFRA or for involvement in any proceeding under or relating to the FMLA/CRFA. Employees may file a complaint with the U.S. Department of Labor or the California Department of Fair Employment and Housing, or employees may bring a private lawsuit to enforce the FMLA and the CFRA.

2.12.4 Other Types of Leave

- n. Voting Leave shall be granted to employees who do not have sufficient time outside of working hours to vote in a statewide election.
- a. Leave of absence with pay shall be granted to an employee who is called or required to serve as a juror. The employee must return to work on any day that they are excused from service during regular working hours or released from jury duty earlier than expected. The employee shall be paid the difference between his/her full salary and any payment received for such duty, except travel pay.
- b. Leave of absence with pay shall be granted to an employee while going to and from court and answering a subpoena as a witness. The employee shall be paid the difference between his/her full salary and any payment received for such duty except travel pay.
- c. Military leave shall be granted in accordance with provisions of law. Employees entitled to military leave shall give the Executive Director an opportunity, within the limits of military regulations, to determine when such leave shall be taken.
- d. School Activity Leave (unpaid) shall be granted to eligible employees and is considered unpaid time off for an employee to participate in activities of their child's school. To be eligible for time off under this policy, an employee must be the parent, guardian, or grandparent of a child who is in kindergarten, in grades one through twelve, or attend a licensed child day care facility. In addition, the employee must provide reasonable notice of the planned absence to their supervisor before taking the time off. The employee may not take more than 40 hours (unpaid) off for this purpose in any year or more than eight hours off in any calendar month of the year. This policy covers non-exempt employees for any time missed and exempt employees for full days missed.

- e. Bereavement Leave (paid) shall be granted to employees who have been employed for at least 30 days before the start of leave. Bereavement leave includes five (5) days of paid leave for the death of a family member defined as the employee's spouse, child, parent, sibling, grandparent, grandchild, domestic partner, or parent-in-law. Bereavement leave must be completed within three months of the family member's date of death, although the days do not need to be consecutive.
- f. Organ and Bone Marrow Donation Leave (unpaid) shall be granted to employees. Organ and Bone Marrow Donation Leave includes unpaid time off, not exceeding 30 business days in a one-year period, for an employee who is an organ donor, for the purpose of donating the employee's organ to another person. Additionally, it includes unpaid time off, not exceeding five business days in a one-year period, for an employee who is a bone marrow donor, for the purpose of donating the employee's bone marrow to another person.
- g. When an employee participates in a funeral ceremony he/she may use Paid Time Off (PTO) to perform such duty. Time not worked because of such absence shall not affect general leave accrued.
- h. Where leaves without pay are granted, other than for disciplinary purposes, and do not exceed two (2) weeks, general leave shall accrue.

2 2.12.5

ADMINISTRATIVE LEAVE

In recognition that management employees in positions classified as exempt are required to work hours beyond their regular hours of work to fulfill their management responsibilities, each exempt management employee shall be credited with seven (7) days of administrative leave per year.

The seven (7) days of administrative leave will be credited to each exempt management employee during the first pay period in July of each succeeding year.

All managers with unused administrative leave as of June 30 will be paid for said leave in the final pay period of the fiscal year.

Exempt management employees hired during the year preceding July 1 shall receive a prorated administrative leave. Management employees leaving LAVTA prior to June 30 and who have unused

Administrative Leave, will be credited on a prorated basis from July 1 to the termination date. If employee has used more than the prorated share, the final paycheck will be adjusted.

Exempt management employees are limited to the Executive Director and all employees in the Director Classification band.

3.0

2.13 PROFESSIONAL DEVELOPMENT

Budgeted Authority funds may be used for attendance at professional development conferences, as approved by the Executive Director or designee.

Budgeted Authority funds may be used to meet the cost of registration and books for training requested by employee, provided that the program has been approved by the Executive Director or designee as being a benefit to the Authority. The Executive Director or designee, in considering a proposed training program, will require the employee to submit a Request for Authorization to Attend Training form and documentation which may as a minimum include:

- (1) An outline of program scope and purpose
- (2) An outline of specifics of the program to be undertaken
- (3) Proof of qualification for acceptance to the program
- (4) An outline of any leave from work required
- (5) A program expense budget
- (6) A demonstration that the Authority will accrue benefits from the training program equal to the Authority direct and indirect expense incurred; and
- (7) Any other information deemed to be necessary.

The Executive Director or designee shall make the final decision as to the approval of a requested training program based on the above-required prospectus.

Expenditure of Authority funds for academic courses shall be made after prior approval of the course by the Executive Director or designee. Employees shall furnish proof of a passing grade in the course to receive tuition reimbursement by the Authority.

Degree programs are excluded from this policy.

Leave from work may be granted for attendance at these programs if:

- (1) This is the only time the training is available
- (2) It can be scheduled so as not to unduly jeopardize operations of the Authority.

3. GENERAL CONDUCT, DISCIPLINE, TERMINATION, AND APPEAL

3.1 CONDUCT

It shall be the responsibility of all employees to represent the Authority in a courteous, efficient, and helpful manner. The purpose of the Authority's disciplinary procedure is to advise the employee of less than satisfactory behavior or conduct, and to act as a corrective measure for improvement.

3.2 CAUSES FOR DISCIPLINARY ACTION

Employees may be subjected to disciplinary action. The following, among others, are causes which, if shown to the satisfaction of the Executive Director or designee to be related to work performance, are sufficient for disciplinary action:

- 3.2.1 Being under the influence of alcohol or illegal drugs during working hours. Bringing or consuming alcoholic beverages on LAVTA premises. Selling, using or possessing an illegal drug or controlled substance while on duty without a prescription. (See "LAVTA Substance and Alcohol Abuse Policy" for further restrictions.)
- 3.2.2 Unsatisfactory work quality or quantity.
- 3.2.3 Failure to refusal to perform a work-related task, or Insubordination. Insubordination shall mean that the employee, having the ability to do a lawful reasonable act, which he/she is directed to do by the Executive Director or designee, willfully fails or neglects to perform the directed act.
- 3.2.4 Breach of written disciplinary action.

- 3.2.5 Absence without leave or failure to report to work after a leave of absence has expired or after such leave of absence has been disapproved or revoked.
- 3.2.6 Being habitually absent or tardy for any reason.
- 3.2.7 Being convicted of a crime that indicates unfitness for the job or raises a threat to the safety or well-being of the Authority, its employees, customers or property.
- 3.2.8 Repeated garnishment of wages.
- 3.2.9 Falsifying or altering Authority records, including an application for employment or timekeeping records.
- 3.2.10 Disrespectful or discourteous conduct toward a customer or member of the public.
- 3.2.11 Misuse of Authority position, time, or property, including conducting personal business on Authority time and improper use of Authority equipment or credit card, or harming or destroying Authority property.
- 3.2.12 Disclosing or using confidential and/or proprietary information, such as the Authority's trade secrets, without authorization.
- 3.2.13 Theft, dishonesty.
- 3.2.14 Violating the Authority's rules against unlawful discrimination, harassment, or retaliation.
- 3.2.15 Failure to submit to a medical examination or failure to appear at the designated time and place for such examination.

3.3 TYPES OF DISCIPLINARY ACTIONS

In most cases, the Authority employs progressive steps in its disciplinary program. However, in all cases disciplinary measures shall be commensurate with the offense. Disciplinary measures may include verbal warnings, written warnings, suspensions, demotions, disciplinary probation, and terminations. Each disciplinary action, regardless of severity or position of employee, must be documented and state the grounds and reasons for the action.

3.3.1 Verbal Warnings

Verbal warnings are a discussion with the employee regarding infractions of Authority rules or policies, including the nature of the violation, the expected behavior, and the discipline that will result if the infraction is repeated.

3.3.2 Written Warnings

Written warnings are a formal notice to the employee of a violation of Authority rules or policies. The written warning should describe the violation, cite any previous verbal or written warnings, and describe the expected behavior and the discipline that will result if the infraction is repeated.

3.3.3 Suspensions

Suspensions are unpaid, involuntary absences from work. Suspensions of five (5) days or more must be approved by the Executive Director or his/her designee. Employees suspended from Authority service shall forfeit all rights, privileges, and salary or other fringe benefits while on such suspension.

3.3.4 Demotions

Demotions are a change from one position to another having lesser duties, responsibilities and salary. Demotions must be approved by the Executive Director or his/her designee.

3.3.5 Disciplinary Probations

Employees may be placed into a probationary status because of unsatisfactory work performance and/or because of work rule violations. Employees have a specific timeframe within which to correct the problem behavior or performance. Immediate termination may occur during the disciplinary probation period if problems continue, new problems arise or if declines in performance occur.

3.3.6 Termination

Termination is the involuntary separation of the employee. Any termination must be approved by the Executive Director or his/her designee.

3.4 NOTICE OF DISCIPLINARY ACTION

Any disciplinary action that may result in suspension of five (5) or more days, demotion, or termination must be set forth in writing and provided to the employee at least five (5) days before the proposed effective date. Notice of the proposed disciplinary action must include the following information:

- (i) A description of the proposed action, its effective date, and the rule or policy violated;
- (ii) A description of the acts or omissions forming the basis for the proposed action;
- (iii) A statement that a copy of any available materials upon which the action is based is attached to the notice.
- (iv) A statement that the employee has a right to respond orally, by requesting a conference with the supervisor imposing the discipline, or in writing prior to the effective date of the disciplinary action

3.5 GRIEVANCE PROCEDURE

Authority employees, except employees in their probationary period, who have been demoted, suspended for five (5) or more days, or terminated are entitled to appeal the decision and receive a hearing from a neutral decision-maker.

- 3.5.1 A formal grievance shall be filed by the employee within five (5) working days of the effective date of any demotion, suspension for five (5) or more days, or termination. The formal grievance shall be filed with the Executive Director on a form prescribed by the Authority.
- 3.5.2 The Executive Director shall schedule a fair and impartial hearing within thirty (30) calendar days of the filing of the grievance. At the hearing, the employee may answer the charges against him or her, present any mitigating evidence, or otherwise respond to the disciplinary action. The Executive Director will issue his/her decision within ten (10) working days of the hearing. The Executive Director may overturn, affirm or modify the disciplinary action.
- 3.5.3 If the employee is not satisfied with the Executive Director's decision, he/she may appeal the decision within five days to the Board of Directors. The appeal must be filed within five (5) working days of the date of the Executive Director's decision. The appeal

shall include a copy of the original grievance, the decision rendered by the Executive Director, and a statement of reasons for the appeal.

3.5.4 The Board shall employ a neutral third party to hear the appeal and to recommend action to the Board.

3.5.5 The Board may adopt, reject, or modify the recommendation of the Board-appointed neutral third party. The decision of the Board is the final action of the Authority and shall be final and binding on the parties.

3.6 RESIGNATION

An employee wishing to leave the service of the Authority in good standing will file with the Executive Director or his/her designee a written resignation stating the effective date and reason for leaving. The Authority requests that the employee submit the written resignation at least two (2) weeks in advance for the employee to be considered to have resigned in good standing.

Upon the submittal of a written or verbal notice of resignation, the action of the employee may not be rescinded without the approval of the Executive Director. The decision of the Executive Director on the request of an employee to withdraw a notice of resignation shall be final.

Failure of an employee to resign in good standing or give notice of resignation shall be entered in the employee's service record and may be cause for denying future employment with the Authority.

4. PERFORMANCE EVALUATIONS AND RATES OF PAY

4.1.1 Each regular employee shall receive an annual written performance evaluation during the month of June. As part of the performance evaluation, an overall rating of clearly outstanding, exceeds expectations, meets expectations, needs improvement, or unsatisfactory will be given.

4.1.2 Regular employees receiving "needs improvement" or "unsatisfactory" performance evaluations will be provided with a written action plan to improve performance and be scheduled for a follow up evaluation in six months.

4.1.3 New employees will be evaluated as described in paragraph 2.9.1 and 2.9.2. New employees who qualify for a six month evaluation prior to July 1st will be eligible for a prorated merit salary increase based on evaluation results and time served.

4.2 RATES OF PAY

4.2.1 Pay for Performance Compensation Plan

The following is a description of the basic tenets of the Authority's performance pay plan for its employees. This plan underscores the Authority's commitment to achieving results and providing the best service with the finest employees.

- (a) Market Surveys – As part of the annual budget approval process, salary ranges will be established. A salary survey for all established positions within the Authority will be completed every three years using comparator agencies. The years in between Salary Surveys the Salary Bands will be increased by the year over year CPI for the region in which the authority falls published by the BLS for February of that year.

4.2.4 Merit Salary Increase – Merit salary increases may be considered on an annual basis and distributed by the Executive Director based upon the recommendation of the supervisor and the following general guidelines

- Increase amounts should differ significantly as performance levels increase.
- No salary increase shall be awarded in instances where a performance rating is "Needs Improvement" or "Unsatisfactory."

4.2.5 In the month of June each year, employees will be eligible for individual salary adjustments effective July 1. Said increases shall be made based solely upon performance and in accordance with the guidelines above. No salary increase shall be made unless a performance appraisal has been made of the employee.

4.2.6 Performance Bonus – The Executive Director may recognize an employee's specific accomplishments by authorizing a performance bonus. In the case of employees who do not report directly to the Executive Director the supervisor may recommend to the Executive Director that a bonus be given. The performance bonus may be authorized for significant project accomplishments or significant cost savings beyond the normal high expectations of the staff. All bonuses granted shall be in the form of a one-time

payment. The total of all bonuses granted shall not exceed 2% of the annual gross payroll.

4.2.7 Salary Bands

The positions, with the exception of Executive Director, shall all be properly classified with respect to Fair Labor Standards Act (FLSA), and all positions appropriately assigned to the following Salary Bands.

Band 1 – Customer Service
Representative I

Band 2 – Customer Service
Representative II

Band 3 – Support

Band 4 – Professional

Band 5 – Senior Professional

Band 6 – Manager

Band 7- Director

4.2.8 Employees shall be paid salaries on the Friday following the end of the bi-weekly pay period.

5. BENEFITS

5.1 HOLIDAYS

5.1.1 Each full-time employee shall be entitled to the following paid holidays which are hereby declared to be official holidays of the Authority:

- | | | |
|----|-----------------------------|----------------------------------|
| a) | New Year's Day | January 1 |
| b) | Martin Luther King, Jr. Day | 3 rd Mon. in January |
| c) | Washington's Birthday | 3 rd Mon. in February |
| d) | Memorial Day | Last Mon. in May |
| e) | Independence Day | July 4 |

f)	Labor Day	1 st Mon. in September
g)	Veteran's Day	November 11
h)	Thanksgiving Day	4 th Thursday in Nov.
i)	Friday following Thanksgiving Day	
j)	Christmas Eve	December 24
k)	Christmas Day	December 25
l)	New Year's Eve	December 31

Any holiday falling on a Saturday shall be observed the preceding Friday. Holidays falling on a Sunday shall be observed the following Monday, unless that is already a designated holiday, in which case the holiday falling on a Sunday shall be observed on Friday.

5.2 PAID TIME OFF (PTO)

A plan for paid time off (PTO) shall be established for all employees regularly scheduled to work more than 1,040 hours on an annual basis, in lieu of traditional vacation leave, sick leave, bereavement leave, etc. PTO may be used for any leave purpose; however, its use shall be governed by the following sections.

Employees off work due to a disability, or on approved leave of absence as defined in Section 2.8, shall be required to use all PTO accrued prior to taking a leave of absence without pay. If an employee is eligible to receive disability benefits, PTO benefits will be coordinated with disability benefits to make up the difference between the disability benefit and the employee's monthly salary, until PTO benefits are exhausted.

5.2.1 There shall be two categories of PTO as outlined below:

- a) Scheduled PTO: Any PTO which can be reasonably forecast or anticipated, i.e. vacation, scheduled medical/dental appointments, extended weekends, personal leave, etc.
- b) Unscheduled PTO: Any leave that is genuinely of an unanticipated nature, i.e. sick leave, bereavement leave, etc.

5.2.2 Scheduled PTO requires the approval of the Executive Director or his/her designee prior to the absence. Scheduled leave exceeding three weeks requires the special approval of the Executive

Director. The employee shall be given due regard in selecting a convenient time to take scheduled PTO, provided it is not in direct conflict with the best interest of the Authority. A request for scheduled PTO should be submitted in accordance with established procedures. Every effort should be made to submit requests two weeks prior to the PTO.

The use of unscheduled PTO shall be reported on the employee's time card. Inappropriate or excessive use of unscheduled PTO may be grounds for disciplinary action.

5.2.3 "PTO Accrual": Depending on the status of the employee, the amount of PTO accrued shall be as follows:

- a) Full-Time Employees: Each full-time employee shall accrue PTO for each pay period of service, based on the years of service with the Authority. The accrual of PTO shall begin upon entry on duty at the Authority. The accrual shall be in accordance with the following schedule:

Length of Service	PTO Accrued Each Pay Period
Beginning with the first day of service through the fifth year anniversary (without a break in service)	6.77 Hours
Following the fifth year	8.31 Hours

- b) Employees scheduled to work 20-40 Hours Per Week: For employees scheduled to work between 20 and 40 hours per week, the pro-rata share to be accrued will be the percentage of a regular 40 hour work week which they are scheduled to work, multiplied by the PTO accrued per month, as shown in Subsection a. above.

5.2.4 No employee shall accrue more than 346 hours of PTO. When an employee's unused PTO balance reaches this limit, all accrual of additional PTO shall cease until the balance falls below the maximum accrual limit.

5.2.5 Any employee separating from the Authority service who has accrued PTO shall be entitled to termination pay in lieu of such PTO. When separation is caused by death, payment shall be made to the employee's spouse or estate or, in applicable cases, as provided by the Probate Code of the State. Termination pay will

be paid at the employee's current hourly rate at the time of termination, for any unused PTO.

5.3 PAID SICK LEAVE (TEMPORARY EMPLOYEES ONLY)

Temporary employees qualify to accrue paid sick leave upon the start of the temporary employee's employment. Temporary employees may take paid sick leave accrued under this policy if they have worked for the Livermore Amador Valley Transit Authority for at least 90 days.

Temporary employees accrue one hour of paid sick leave for every 30 hours of work performed. Employees may not accrue more than 48 hours or six regularly-scheduled workdays of paid sick leave, whichever is greater, at any given time. Employees who reach the applicable cap will cease to accrue further paid sick leave hours until paid sick leave is used, at which point the employee will continue to accrue additional paid sick leave up to the cap. Paid sick leave not used in a year otherwise carries over from year to year.

Temporary employees may take the greater of 40 hours or five regularly-scheduled workdays' worth of paid sick leave per year for any qualifying reason. Employees using paid sick leave must do so in minimum increments of two hours.

Paid sick leave may be used for the diagnosis, care (including preventative care), or treatment of an existing health condition of a temporary employee and certain family members of the employee, including the employee's designated person. Employees who are the victim of domestic violence, sexual assault, or stalking also may use paid sick leave for treatment, assistance, and other purposes authorized by law.

If the need for sick leave is foreseeable, the employee must provide reasonable advance notice. If the leave is not foreseeable, the employee must provide notice of the leave as soon as practicable.

Accrued unused paid sick leave is not paid out upon termination. However, temporary employees separating from employment who are rehired within one year from the date of separation will have their previously accrued and unused paid sick days reinstated.

5.4 WORKERS' COMPENSATION

The employer shall observe the State law with regard to Workers' Compensation.

5.5 RETIREMENT PLAN

Effective January 1, 2013, LAVTA established two tiers of retirement plan benefits.

- (a) Tier 1 – Defined as members of the State of California Public Employees’ Retirement System (PERS) or reciprocal system, on or before December 31, 2012. The employee shall be covered under the 2% at age 55 plan of the State of California Public Employee’s Retirement System, including the third level of benefits under the 1959 Survivor Benefit and final year compensation. Employee shall pay the employee’s PERS contribution as a before tax deduction.
- (b) Tier 2 – Defined as members of the State of California Public Employees’ Retirement System (PERS) on or after January , 2013. The employee shall be covered under the 2% at age 62 PERS plan, including the third level of benefits under the 1959 Survivor Benefit, and three year final compensation. Employee shall pay 50% of the total normal cost rate or the current contribution rate of similarly situated employees, whichever is greater.

5.6 HEALTH, DENTAL AND VISION CARE INSURANCE

Full-time employees shall, at the option of the employer, be provided family medical, dental, and vision insurance as described herein. Annuitants shall be provided medical insurance as described herein:

- 5.6.1 Full-time employees and annuitants will be provided the option to select eligible plans administered under the California Public Employees’ Retirement System, Public Employees’ Medical and Hospital Care Act.
- 5.6.2 The Authority’s contribution for each employee or annuitant (hired prior to July 1st, 2010) shall be the amount necessary to pay the cost of his/her enrollment, including the enrollment of his/her family members, in a health benefit plan up to a maximum of the full premium contribution for the highest premium HMO (PERSCare is not an HMO).
- 5.6.3 Annuitants hired on or after July 1st, 2010 require a minimum of ten years of CalPERS service credit in order to qualify to receive a 50% employer contribution. Five of those ten years must be performed at LAVTA. Each additional service credit year after ten years increases the employer contribution percentage by 5% until 20 years of service is reached, at which time the retiring employee is eligible for 100% of the employer contribution.

- 5.6.4 Employees and their eligible dependents shall be provided with a dental care plan. The Authority shall pay the premium for this dental care plan for both the employee and eligible dependents. The premium paid by the Authority for regular part-time employees shall be prorated as defined in section 5.10 of this policy.
- 5.6.6 Employees and their eligible dependents shall be enrolled in a vision care plan. The premium for the vision care plan for both the employee and eligible dependents shall be paid by the Authority. The premium paid by the Authority for regular part-time employees shall be prorated.
- 5.6.7 It is the employee's responsibility to notify the Authority regarding any changes in dependent status.

5.7 DISABILITY INSURANCE

- 5.7.1 The Authority will contribute on behalf of each full-time employee the cost of premiums associated with the provision of long-term disability insurance with an elimination period of not more than sixty days. The insurance plan shall be selected and approved by the Board of Directors of the Authority. Specific benefits shall be defined in the plan documents.
- 5.7.2 Full time employees off work due to a disability will continue to receive health care benefits, as defined in Section 5.5, for up to six months following complete exhaustion of their leave accrual. At the end of six months employees on disability leave may continue coverage by paying the premium payments themselves through LAVTA.

5.7 LIFE ACCIDENTAL DEATH & DISMEMBERMENT

The Authority shall contribute an amount necessary to provide life insurance in an amount equal to one and one-half times the employee's current annual salary. This insurance shall include accidental death and dismemberment coverage.

5.8 TRANSIT PASS

In accordance with the LAVTA Employee Free Ride Policy, all employees and eligible family members/dependents, as defined in the Policy, are eligible to ride Wheels Fixed Route transit service at no cost. In addition, employees riding Dial-A-Ride Paratransit must be certified

eligible for participation in the ADA paratransit program, in which case free rides on Dial-A-Ride will be available only for work related trips.

5.9 USE OF PERSONAL OR AGENCY VEHICLES

Employees who use their personal automobile for authorized office business shall receive reimbursement at the applicable rate as established by the Internal Revenue Service. Alternatively, employees may use a LAVTA staff vehicle. Whether using a personal vehicle or an agency owned vehicle while doing work for the agency the employees must comply with the requirements outlined in the Use of LAVTA Service Vehicle Policy.

5.10 PART-TIME EMPLOYEES

Employees employed on a regular schedule of more than 1,040 hours and less than 2,080 hours on an annual basis, shall receive prorated benefits as determined by the Executive Director.

STAFF REPORT

SUBJECT: Legislative Update

FROM: Jennifer Yeamans, Senior Grants & Management Specialist

DATE: October 28, 2025

Action Requested

Receive an informational update on 2025 State and Federal legislative activities of interest to LAVTA.

Background

In February 2025, the Board of Directors approved LAVTA's 2025 Legislative Program to guide staff and the Board for legislative issues to support, watch and monitor, stay neutral, or oppose. This report provides a year-end wrap-up of 2025 legislative activities in Washington, D.C., and Sacramento, with a look-ahead to new and continuing issues to consider taking up in LAVTA's 2026 Legislative Program early next year.

Discussion

Federal Update

LAVTA's federal advocate Carpi & Clay has kept staff informed of critical issues both novel and routine coming out of Washington, D.C., throughout the year. Top issues have included new Executive Orders issued by the administration and related actions, preliminary work by Congress to reauthorize the federal surface transportation authorizing legislation set to expire in September 2026, and ongoing appropriations issues including the federal government shutdown (ongoing as of this writing). With timely guidance and careful planning, staff has been able to avoid and/or minimize disruptions to our federally funded activities to date. The most recent weekly federal transportation report from Carpi & Clay is included as [Attachment 1](#).

State Update

Several state bills supported by LAVTA were signed by the Governor prior to the October 12 deadline and in most cases will go into effect January 1, 2026. A full digest of bills passed this year from LAVTA's Sacramento advocate Townsend Public Affairs is included as [Attachment 2](#). Results of bills taken up by the LAVTA Board in 2025 are shown below, with further details on SB 707 provided as [Attachment 3](#).

Bill	Topic	LAVTA Position	Result
SB 63 (Wiener, Arreguín)	Authorizes a retail transactions and use tax of 0.5% applicable to Alameda, Contra Costa, San Mateo, and Santa Clara Counties and 1% in the City and County of San Francisco to be imposed by a qualified voter initiative for a duration of 14 years, subject to voter approval at the November 3, 2026, statewide general election.	Support	Chaptered 10/13
AB 394 (Wilson)	Provides transit agencies with new statutory tools for protecting transit workers against battery.	Support	Chaptered 10/1
SB 239 (Arreguín)	Expands remote meeting options for nondecision-making local legislative bodies, including advisory boards, that do not take final action.	Support	Provisions amended into SB 707, Chaptered 10/3
SB 752 (Richardson)	Extends the existing partial sales and use tax exemption for zero-emission buses purchased by transit agencies through January 1, 2028.	Support	Held in Senate Appropriations
AB 1207 (Irwin)	Reauthorizes the state's cap-and-trade system created under the California Global Warming Solutions Act of 2006, through 2046.	Watch	Chaptered 9/19; in effect immediately as an urgency measure

2026 Look Ahead

Looking ahead to potential advocacy issues of interest to LAVTA in 2026, staff anticipates continued impacts to the state budget due to changes in federal spending priorities, as well as a major focus regionally on building support for the regional transportation revenue measure authorized by SB 63 which is now scheduled to be put before voters in November 2026.

On the federal side, it is expected that enacting a surface transportation reauthorization bill will be a priority for Congress, with potential for impacts to federal transit programs. The American Public Transportation Association is expected to spearhead nationwide advocacy to oppose cuts to federal transit programs and advocate for industry-supported reforms.

Staff will return to the Finance & Administration Committee early next year with a draft 2026 Legislative Program focused on addressing these and other issues of priority interest to LAVTA, to be developed in consultation with our federal and state advocates as well as regional partners, and in accordance with LAVTA's updated Strategic Plan.

Recommendation

None — information only.

Attachments:

1. Carpi & Clay Transportation Weekly Update (October 17)
2. Townsend Public Affairs 2025 Chaptered State Legislation Report
3. Townsend Public Affairs SB 707 Implementation Overview: Brown Act Modernization Act



TRANSPORTATION WEEKLY UPDATE

October 17, 2025

DOT SHUTDOWN PLAN 2025

NEXT WEEK IN CONGRESS

Senate Committee to Consider Transportation-Related Legislation and Nominations.

On October 21, the Commerce, Science, and Transportation Committee will hold a markup to consider the following transportation-related nominations and legislation:

- **S. 2503, the Rotorcraft Operations Transparency and Oversight Reform (ROTOR) Act** – the bill closes a loophole exempting most military aircraft from ADS-B requirements, mandates full ADS-B In/Out adoption to improve airspace safety, strengthens FAA oversight and coordination with the military through new reporting and audit provisions, and directs updated standards, controller training, and deployment of advanced collision-avoidance technologies.
- Sevel Ozz, to be the Assistant Secretary of Transportation for Research and Technology

MORE INFORMATION

THIS WEEK AT THE DEPARTMENT OF TRANSPORTATION



U.S. Department
of Transportation

Federal Motor
Carrier Safety
Administration

FMCSA Announces It Will Withhold California MCSAP Funds. FMCSA has announced it will withhold \$40.7 million in Motor Carrier Safety Assistance Program (MCSAP) funds from California due to the state's failure to enforce federal English-language proficiency requirements for commercial drivers. The withheld funds would have supported roadside inspections, safety audits of trucking companies, traffic enforcement, and public education

programs aimed at improving highway safety. To restore the funding, California must adopt and implement regulations consistent with federal standards governing commercial driver qualifications.

MORE INFORMATION



***Channon Hanna**, Partner at Carpi & Clay Government Relations, brings over 20 years of expertise in navigating federal transportation policy complexities to advance priorities for public and private sector clients across all modes of transportation.*



2025 Chaptered Legislation Report

Air Quality

AB 30 (Alvarez, D) State Air Resources Board: gasoline specifications: ethanol blends.

Introduced: 12/02/2024

Last Amended: 03/26/2025

Status: 10/02/2025 - Chaptered by Secretary of State - Chapter 247, Statutes of 2025

Summary: Current law prohibits the State Air Resources Board from adopting any regulation that establishes a specification for motor vehicle fuel unless that regulation, and a multimedia evaluation conducted by affected agencies and coordinated by the state board, are reviewed by the California Environmental Policy Council. This bill would, notwithstanding that prohibition, authorize blends of gasoline containing 10.5% to 15% ethanol by volume to be sold in the state for use as a transportation fuel until (1) the California Environmental Policy Council completes its review of those blends and (2) the state board either adopts a regulation establishing a specification for those blends or posts an assessment on its internet website demonstrating that it is not possible for a regulation establishing a specification for those blends to meet specified requirements. (Based on 10/02/2025 text)

SB 415 (Reyes, D) Planning and zoning: logistics use developments: truck routes.

Introduced: 02/14/2025 (Spot bill)

Last Amended: 09/09/2025

Status: 10/03/2025 - Chaptered by Secretary of State - Chapter 316, Statutes of 2025

Summary: Current law, beginning January 1, 2026, prescribes various statewide warehouse design and build standards for any proposed new or expanded logistics use developments, as specified, including, among other things, standards for building design and location, parking, truck loading bays, landscaping buffers, entry gates, and signage. Current law defines various terms, including "21st century warehouse," and "tier 1 21st century warehouse," for purposes of those provisions as logistics uses that, among other things, comply with specified building and energy efficiency standards, including requirements related to the availability of conduits and electrical hookups to power climate control equipment at loading bays, as specified. Current law, subject to specified exceptions, defines "logistics use" for these purposes to mean a building in which cargo, goods, or products are moved or stored for later distribution to business or retail customers, or both, that does not predominantly serve retail customers for onsite purchases, and heavy-duty trucks are primarily involved in the movement of the cargo, goods, or products. This bill would clarify that a 21st century warehouse and a tier 1 21st century warehouse are required to comply with those standards as are in effect at the time that the building permit for a development of a 21st century warehouse is issued and make other clarifying changes relating to permissibility of use of conduits and electrical hookups at loading bays at those locations. The bill would revise the definition of "logistics use" and instead define "logistics use development" for these purposes to mean a building that is primarily used as a warehouse for the movement or the storage of cargo, goods, or products that are moved to business or retail customers, or both, that does not predominantly serve retail customers for onsite purchases, and heavy-duty trucks are primarily involved in the movement of the cargo, goods, or products. (Based on 10/03/2025 text)

Cap-and-Trade

AB 1207 (Irwin, D) Climate change: market-based compliance mechanism: extension.

Introduced: 02/21/2025 (Spot bill)

Last Amended: 09/10/2025

Status: 09/19/2025 - Chaptered by Secretary of State - Chapter 117, Statutes of 2025

Summary: The California Global Warming Solutions Act of 2006 requires the State Air Resources Board to adopt regulations for greenhouse gas emissions limits and emissions reduction measures to achieve the maximum technologically feasible and cost-effective reductions in greenhouse gas emissions in furtherance of achieving the statewide greenhouse gas emissions limit, as defined. The act authorizes the state board to revise regulations or adopt additional regulations to further the act. The act authorizes that state board to include in those regulations the use of a market-based compliance mechanism to comply with those regulations. This bill would require the state board to adopt regulations for greenhouse gas emissions limits and emissions reduction measures to achieve the maximum technologically feasible and cost-effective reductions in greenhouse gas emissions to instead achieve certain emissions reductions goals and the purposes of the act. The bill would require the

state board, in adopting regulations, to design the regulations in a manner that transitions support from gas corporations to electrical distribution utilities to minimize ratepayer impacts and meet the emissions reduction goals of the act. The bill would require the state board to consider the effects of the regulations on affordability, cost-effectiveness, minimization of leakage in California, and achieving the emissions reduction goals of the act. (Based on 09/19/2025 text)

SB 840 (Limón, D) Greenhouse gases: Greenhouse Gas Reduction Fund: studies.

Introduced: 02/21/2025 (Spot bill)

Last Amended: 09/10/2025

Status: 09/19/2025 - Chaptered by Secretary of State - Chapter 121, Statutes of 2025

Summary: The California Global Warming Solutions Act of 2006 requires the State Air Resources Board to adopt regulations for greenhouse gas emissions limits and emissions reduction measures to achieve the maximum technologically feasible and cost-effective reductions in greenhouse gas emissions in furtherance of achieving the statewide greenhouse gas emissions limit, as defined. The act authorizes the state board to revise regulations or adopt additional regulations to further the act. The act authorizes that state board to include in those regulations the use of a market-based compliance mechanism to comply with those regulations. Current law requires the state board, in regulations implementing the market-based compliance mechanism to, among other things, establish limits on the use of offset credits as a means for a covered entity to meet its compliance obligations. Current law requires moneys collected by the state board from the auction or sale of allowances as part of a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund and continuously appropriates a portion of the moneys in the fund for various purposes. This bill would state the intent of the Legislature to direct specific percentages of the revenues deposited into the Greenhouse Gas Reduction Fund to individual funds dedicated to funding clean transportation, housing and community investment, clean air and water, wildfire prevention and resilience, agriculture, clean energy, and climate-focused innovation. (Based on 09/19/2025 text)

E-Bikes

AB 544 (Davies, R) Electric bicycles: required equipment.

Introduced: 02/11/2025

Last Amended: 03/24/2025

Status: 07/14/2025 - Chaptered by Secretary of State - Chapter 36, Statutes of 2025

Summary: Current law requires a bicycle operated during darkness on a highway, sidewalk, or bikeway to be equipped with, among other things, a red reflector or a solid or flashing red light with a built-in reflector on the rear that is visible from a distance of 500 feet to the rear when directly in front of lawful upper beams of headlamps on a motor vehicle. Current law defines "bicycle" for these purposes to, among other things, include an electric bicycle. Current law defines an electric bicycle as a bicycle equipped with fully operable pedals and an electric motor that does not exceed 750 watts of power and categorizes electric bicycles into 3 classes. A violation of the provisions relating to the requirements for equipping a bicycle or an electric bicycle is punishable as an infraction. This bill would require an electric bicycle during all hours to be equipped with a red reflector or a solid or flashing red light with a built-in reflector on the rear that is visible from a distance of 500 feet to the rear when directly in front of lawful upper beams of headlamps on a motor vehicle. (Based on 07/14/2025 text)

AB 545 (Davies, R) Vehicles: electric bicycles.

Introduced: 02/11/2025

Last Amended: 03/24/2025

Status: 07/14/2025 - Chaptered by Secretary of State - Chapter 37, Statutes of 2025

Summary: Current law defines an electric bicycle and classifies electric bicycles into 3 classes with different restrictions. Under existing law, a "class 1 electric bicycle" is a bicycle equipped with a motor that, among other things, provides assistance only when the rider is pedaling and ceases to provide assistance when the bicycle reaches the speed of 20 miles per hour. Under current law, a "class 2 electric bicycle" is a bicycle equipped with a motor that may be used exclusively to propel the bicycle and is not capable of providing assistance when the bicycle reaches the speed of 20 miles per hour. Under current law, a "class 3 electric bicycle" is a bicycle equipped with a speedometer and a motor that, in pertinent part, provides assistance only when the rider is pedaling, and that ceases to provide assistance when the bicycle reaches the speed of 28 miles per hour. Current law prohibits a person from selling a product or device that can modify the speed capability of an electric bicycle so that it no longer meets the definition of an electric bicycle. This bill would also prohibit a person from selling an application that can modify the speed capability of an electric bicycle. (Based on 07/14/2025 text)

AB 875 (Muratsuchi, D) Vehicle removal.

Introduced: 02/19/2025

Last Amended: 07/10/2025

Status: 10/01/2025 - Chaptered by Secretary of State - Chapter 168, Statutes of 2025

Summary: Current law authorizes a peace officer or a regularly employed and salaried employee who is engaged in directing traffic or enforcing parking laws and regulations to remove a vehicle when, among other things, the officer arrests a person driving or in control of a vehicle for an alleged offense, and the officer is, by the Vehicle Code or other law, required or permitted to take, and does take, the person into custody. This bill would additionally authorize a peace officer to remove a

vehicle that (1) has fewer than 4 wheels, but that does not meet the definition of an electric bicycle, if that vehicle is powered by an electric motor capable of exclusively propelling the vehicle in excess of 20 miles per hour on a highway and is being operated by an operator without a current license to operate the vehicle, or (2) is a class 3 electric bicycle being operated by a person under 16 years of age. The bill would authorize a city, county, or city and county to adopt a regulation, ordinance, or resolution imposing charges equal to its administrative costs relating to the removal, seizure, and storage costs of the vehicle, as provided. (Based on 10/01/2025 text)

Elections

AB 5 (Berman, D) Elections: official canvass.

Introduced: 12/02/2024 (Spot bill)

Last Amended: 07/02/2025

Status: 10/03/2025 - Chaptered by Secretary of State - Chapter 250, Statutes of 2025

Summary: Would require elections officials, on or before the 13th day following an election, to finish counting all ballots, with certain exceptions, including provisional ballots and ballots for which the voter must either verify or provide a signature, and release a vote count for those ballots. If an elections official will not meet that deadline, they would be required to file a notice of extension, including the reason for the extension, with the Secretary of State. By increasing the duties of county elections officials, the bill would impose a state-mandated local program. (Based on 10/03/2025 text)

AB 16 (Alanis, R) Vote by mail ballots: processing.

Introduced: 12/02/2024

Last Amended: 09/04/2025

Status: 10/01/2025 - Chaptered by Secretary of State - Chapter 140, Statutes of 2025

Summary: Current law requires elections officials to begin mailing ballots to every registered voter no later than 29 days before an election. Current law authorizes a jurisdiction to begin processing vote by mail ballot return envelopes and, if the jurisdiction has the necessary computer capability, vote by mail ballots 29 days before an election. This bill would authorize elections officials to begin processing vote by mail ballot return envelopes and vote by mail ballots on the date on which the ballots are mailed, thereby allowing elections officials to begin processing vote by mail return envelopes and ballots earlier than 29 days before an election. (Based on 10/01/2025 text)

AB 17 (Alanis, R) Elections: precinct maps.

Introduced: 12/02/2024

Last Amended: 02/20/2025

Status: 07/30/2025 - Chaptered by Secretary of State - Chapter 80, Statutes of 2025

Summary: Would require the registrar of voters in each county to make available, upon request by any member of the public, a map in digital form provided free of charge that shows the effective boundaries of each precinct within the county (Based on 07/30/2025 text)

AB 94 (Bennett, D) Recall elections: successors.

Introduced: 01/07/2025

Status: 10/03/2025 - Chaptered by Secretary of State - Chapter 251, Statutes of 2025

Summary: Current law specifies procedures for the recall election of a local officer. Under existing law, if a majority of the votes on a recall proposal for a local officer are in the affirmative, the officer is removed and the office remains vacant until it is filled according to law. This bill would provide that when the local officer is recalled and removed, that officer may not be appointed to fill the vacancy. (Based on 10/03/2025 text)

AB 287 (Lackey, R) Elections: polling places and vote centers.

Introduced: 01/22/2025

Status: 10/03/2025 - Chaptered by Secretary of State - Chapter 253, Statutes of 2025

Summary: Current law authorizes the governing body with jurisdiction over school buildings or other public buildings, as defined, to allow its buildings to be used for polling places, or for vote centers, beginning up to 10 days before the election and continuing through election day, or to store voting machines and other vote-tabulating devices. Once a governing body has approved the use of a building as a polling place or vote center, current law requires the governing body to instruct the school district or other public administrator to provide the elections official a site with an adequate amount of space that will allow the precinct board or vote center to perform its duties. This bill would require the governing body to instruct the school district or other public administrator to provide the elections official with an adequate amount of space for voting operations and storage of associated supplies. (Based on 10/03/2025 text)

AB 359 (Ramos, D) Fair Political Practices Commission.

Introduced: 01/30/2025

Last Amended: 07/02/2025

Status: 10/03/2025 - Chaptered by Secretary of State - Chapter 257, Statutes of 2025

Summary: The Political Reform Act of 1974 permits the Fair Political Practices Commission, upon mutual agreement between the commission and the governing body of a local government agency, to assume primary responsibility for the administration, implementation, and enforcement of a local campaign finance or government ethics law passed by the local government agency. The act authorizes the commission with respect to the local campaign finance or government ethics law to, among other things, provide advice, investigate possible violations, and bring civil actions. If such an agreement is executed, the act further requires the commission to report to the Legislature on or before January 1, 2025 with specified information, including legislative recommendations, regarding the performance of the agreement. Current law repeals these provisions on January 1, 2026. The act authorizes the commission to enter into a similar agreement with the Board of Supervisors of the County of San Bernardino. This bill would additionally authorize the commission to conduct audits with respect to the local campaign finance or government ethics law. The bill would delete the requirement for the commission to report to the Legislature and remove the January 1, 2026 repeal date, thereby indefinitely extending the operation of the provisions described above. (Based on 10/03/2025 text)

AB 808 (Addis, D) Campaign statements and registrations: filing online or electronically.

Introduced: 02/19/2025

Last Amended: 09/02/2025

Status: 10/03/2025 - Chaptered by Secretary of State - Chapter 278, Statutes of 2025

Summary: The Political Reform Act of 1974 authorizes specified campaign disclosure reports and statements of financial interest to be filed by fax, provided that the required originals or paper copies are sent by first-class mail or by any other personal delivery within 24 hours of the applicable deadline. The act generally authorizes other reports filed by candidates for elective office, committees formed primarily to support or oppose a candidate for public office or a ballot measure, and other entities to be filed by various means, including personal delivery, guaranteed overnight delivery, facsimile transmission, and online transmission. This bill would eliminate the option to file various statements and reports by facsimile transmission and would authorize certain reports to be filed by email. (Based on 10/03/2025 text)

AB 827 (Berman, D) Voting: signature verification.

Introduced: 02/19/2025

Last Amended: 09/05/2025

Status: 10/03/2025 - Chaptered by Secretary of State - Chapter 279, Statutes of 2025

Summary: Current law requires an elections official who receives a vote by mail ballot to compare the signature on the identification envelope with the signature in the voter's registration record. If the signature does not compare, or if the identification envelope is missing the signature, the elections official must provide notice to the voter no later than 8 days before certification of the election of the voter's opportunity to verify their signature. The voter may verify their signature no later than 5 p.m. 2 days before certification of the election, including, if applicable, by providing their signature on an unsigned identification statement. This bill would reduce those deadlines for a regularly scheduled statewide election to no later than 14 calendar days after the election for the elections official to provide notice, and no later than 5 p.m. 22 calendar days after the election for the voter to verify their signature. For an election that is not a regularly scheduled statewide election, the bill would reduce those deadlines to 8 calendar days before certification of the election for the elections official to provide notice, and no later than 5 p.m. 2 calendar days before certification of the election for the voter to verify their signature. The bill would permit an elections official to use a vote by mail ballot drop box to receive the form used by the voter to verify their signature pursuant to these provisions. (Based on 10/03/2025 text)

AB 1072 (Pellerin, D) Elections: ballot mistakes.

Introduced: 02/20/2025

Status: 10/03/2025 - Chaptered by Secretary of State - Chapter 289, Statutes of 2025

Summary: Existing law makes the Secretary of State the chief elections officer of the state and authorizes the Secretary of State to adopt regulations to ensure the uniform application and administration of state election laws. This bill would require the Secretary of State, in consultation with county elections officials, to develop uniform standards and guidelines for a voter to correct mistakes made on the voter's ballot. The bill would authorize the Secretary of State to adopt regulations to ensure uniform application of the standards and guidelines. (Based on 10/03/2025 text)

SB 3 (Cervantes, D) Elections: signature verification and results.

Introduced: 12/02/2024 (Spot bill)

Last Amended: 09/04/2025

Status: 10/03/2025 - Chaptered by Secretary of State - Chapter 307, Statutes of 2025

Summary: Current law requires an elections official, upon receiving a vote by mail ballot, to compare the signature on the identification envelope with either the signature appearing on the voter's affidavit or other signature appearing on a form that is part of the voter's registration record. Current law prohibits an elections official from reviewing or considering a voter's party preference, race, or ethnicity when comparing signatures. Current law requires an elections official, if it is determined that the signatures do not compare, to notify the voter of the opportunity to verify the voter's signature, as specified. Current law prohibits an elections official from rejecting a vote by mail ballot with signatures that do not compare if the voter delivers a signature verification statement and the signature on the verification statement compares with the signature on file in the

voter's record. Current law prohibits an elections official from rejecting a vote by mail ballot with an unsigned identification envelope if, no later than 5 p.m. two days prior to the election, the voter signs the envelope at the office of the elections official or completes and submits an unsigned identification envelope statement, as specified. This bill would additionally prohibit an elections official, when comparing signatures, from considering a voter's identifying information, including gender, name, and address, and the amount of time spent reviewing a signature. The bill would provide that an elections official is required to notify the voter when the signatures do not compare after a specified determination is made that the signatures differ. The bill would authorize a voter to work with a nongovernmental entity to complete a signature verification statement and unsigned envelope statement. The bill would require a signature verification statement and unsigned envelope statement to contain a statement that the county elections official is required compare the voter's signature with the signatures appearing in the voter's registration record, which may include the signature appearing on the voter's driver's license or state identification card. (Based on 10/03/2025 text)

SB 42 (Umberg, D) Political Reform Act of 1974: public campaign financing: California Fair Elections Act of 2026.

Introduced: 12/05/2024

Last Amended: 09/03/2025

Status: 10/02/2025 - Chaptered by Secretary of State - Chapter 245, Statutes of 2025

Summary: The Political Reform Act of 1974 prohibits a public officer from expending, and a candidate from accepting, public moneys for the purpose of seeking elective office. This bill would remove prohibitions imposed on a public officer or candidate to expend or accept public funds, as defined, for the purpose of seeking elective office unless the funds are earmarked by a state or local entity for education, transportation, or public safety. The bill would require candidates to abide by specified expenditure limits and meet strict criteria, as defined, to qualify for public funds. The bill would prohibit public funds from being used to pay legal defense fees or fines or to repay personal loans to their campaign. The bill would permit a statute, ordinance, or charter to establish standards to increase the expenditure limits for each qualified, voluntarily participating candidate pursuant to a specified formula. The bill would provide that the Fair Political Practices Commission is not responsible for administering or enforcing a system of public funding of candidates established by a local governmental agency. (Based on 10/02/2025 text)

Energy, Utilities, and Communications

AB 39 (Zbur, D) General plans: Local Electrification Planning Act.

Introduced: 12/02/2024

Last Amended: 09/04/2025

Status: 10/06/2025 - Chaptered by Secretary of State - Chapter 356, Statutes of 2025

Summary: The Planning and Zoning Law requires a city or county to adopt a comprehensive general plan for the city's or county's physical development that includes various elements, including, among others, a land use element that designates the proposed general distribution and general location and extent of the uses of the land in specified categories, and a circulation element that identifies the location and extent of existing and proposed major thoroughfares, transportation routes, terminals, any military airports and ports, and other local public utilities and facilities, as specified. This bill, the Local Electrification Planning Act, would require each city, county, or city and county, on or after January 1, 2027, but no later than January 1, 2030, to prepare and adopt a specified plan, or integrate a plan in the next adoption or revision of the general plan, that includes locally based goals, objectives, policies, and feasible implementation measures that include, among other things, the identification of opportunities to expand electric vehicle charging and other zero-emission vehicle fueling infrastructure, as specified, and includes policies and implementation measures that address the needs of disadvantaged communities, low-income households, and small businesses for equitable and prioritized investments in zero-emission technologies that directly benefit these groups. (Based on 10/06/2025 text)

AB 420 (Petrie-Norris, D) Public utilities: property, franchises, and permits: exemption.

Introduced: 02/05/2025

Last Amended: 07/17/2025

Status: 10/01/2025 - Chaptered by Secretary of State - Chapter 150, Statutes of 2025

Summary: Current law prohibits public utilities, other than certain common carriers, from selling, leasing, assigning, mortgaging, or otherwise disposing of, or encumbering, its assets that are necessary or useful in the performance of its duties to the public, unless the public utility has secured an order from the Public Utilities Commission to do so for a qualified transaction above \$5,000,000 or an approval from the commission through the filing of an advice letter for a qualified transaction at or below \$5,000,000. This bill would exempt from that prohibition easements, or changes to easements, that have a ratepayer financial impact valued at \$100,000 or less if a public utility that is a party to the qualified transaction has gross annual California revenues of \$500,000,000 or more. The bill would require, beginning January 1, 2030, and every 5 years thereafter, those threshold values to increase to reflect any increase in inflation, as specified. The bill would require each public utility to annually file a Tier 1 advice letter with a report of all transactions performed pursuant to this exemption, enumerated by date, value, location, and party. (Based on 10/01/2025 text)

AB 1423 (Irwin, D) Transportation electrification: electric vehicle charging stations: payment methods.

Introduced: 02/21/2025

Last Amended: 09/03/2025

Status: 10/01/2025 - Chaptered by Secretary of State - Chapter 192, Statutes of 2025

Summary: Current law prohibits requiring a person desiring to use an electric vehicle charging station, as defined, that requires payment of a fee from paying a subscription fee in order to use the station, or requiring the person to obtain membership in any club, association, or organization as a condition of using the station. Current law authorizes an electric vehicle charging station to offer services on a subscription- or membership-only basis if the station allows nonsubscribers or nonmembers to use the station through a contactless payment method that accepts major credit and debit cards, as specified, and either an automated toll-free telephone number or a short message system (SMS) that provides the customer with the option to initiate a charging session and submit payment. Current law authorizes the State Energy Resources Conservation and Development Commission, by regulation that is effective no earlier than January 1, 2028, to add to or subtract from those required payment methods, as specified. This bill would instead authorize the commission to modify, add to, or subtract from those required payment methods, as appropriate in light of changing technologies or cost impacts. (Based on 10/01/2025 text)

SB 86 (McNerney, D) California Alternative Energy and Advanced Transportation Financing Authority Act: sales and use tax exclusion.

Introduced: 01/21/2025

Last Amended: 09/03/2025

Status: 10/01/2025 - Chaptered by Secretary of State - Chapter 211, Statutes of 2025

Summary: Current sales and use tax laws impose taxes on retailers measured by the gross receipts from the sale of tangible personal property sold at retail in this state, or on the storage, use, or other consumption in this state of tangible personal property purchased from a retailer for storage, use, or other consumption in this state. The California Alternative Energy and Advanced Transportation Financing Authority Act establishes the California Alternative Energy and Advanced Transportation Financing Authority. The act authorizes, until January 1, 2026, the authority to provide financial assistance to a participating party by authorizing exclusions from sales and use tax for certain projects, including those that promote California-based manufacturing, California-based jobs, advanced manufacturing, the reduction of greenhouse gases, or a reduction in air and water pollution or energy consumption. The Sales and Use Tax Law, for the purposes of the taxes imposed pursuant to that law, until January 1, 2026, excludes the lease or transfer of title of tangible personal property constituting one of those projects to any contractor for use in the performance of a construction contract for a participating party that will use that property as an integral part of the approved project. This bill would extend to January 1, 2028, the authorization to provide financial assistance in the form of a sales and use tax exclusion for projects approved by the authority. The bill would add electrical generation facilities using nuclear fusion technology to the types of projects qualifying for this sales and use tax exclusion. (Based on 10/01/2025 text)

SB 533 (Richardson, D) Electric vehicle charging stations: arenas: payments: internet-based applications.

Introduced: 02/20/2025

Last Amended: 09/03/2025

Status: 10/13/2025 - Approved by the Governor. Chaptered by Secretary of State. Chapter 770, Statutes of 2025.

Summary: Current law prohibits requiring a person desiring to use an electric vehicle charging station that requires payment of a fee from paying a subscription fee in order to use the station, or requiring the person to obtain membership in any club, association, or organization as a condition of using the station. Current law authorizes an electric vehicle charging station to offer services on a subscription- or membership-only basis, if the station provides nonsubscribers or nonmembers the ability to use the station through a contactless payment method that accepts major credit and debit cards, as specified, and either an automated toll-free telephone number or a short message system (SMS) that provides the electric vehicle charging customer with the option to initiate a charging session and submit payment. Current law requires a direct current fast charging station that is first installed or made publicly available on or after July 10, 2023, to also include Plug and Charge payment capabilities, as specified. Current law authorizes the State Energy Resources Conservation and Development Commission to add to or subtract from these payment methods by regulation that is effective no earlier than January 1, 2028, as provided. This bill would create an exception to the above-described provisions to authorize an electric vehicle charging station to require that payment for charging services be made through the use of an internet-based application if the charging station is on the premises of an arena that has a seating capacity of at least 15,000 seats and can only be accessed through the use of that internet-based application. (Based on 09/16/2025 text)

EV Charging Stations

AB 39 (Zbur, D) General plans: Local Electrification Planning Act.

Introduced: 12/02/2024

Last Amended: 09/04/2025

Status: 10/06/2025 - Chaptered by Secretary of State - Chapter 356, Statutes of 2025

Summary: The Planning and Zoning Law requires a city or county to adopt a comprehensive general plan for the city's or county's physical development that includes various elements, including, among others, a land use element that designates the proposed general distribution and general location and extent of the uses of the land in specified categories, and a

circulation element that identifies the location and extent of existing and proposed major thoroughfares, transportation routes, terminals, any military airports and ports, and other local public utilities and facilities, as specified. This bill, the Local Electrification Planning Act, would require each city, county, or city and county, on or after January 1, 2027, but no later than January 1, 2030, to prepare and adopt a specified plan, or integrate a plan in the next adoption or revision of the general plan, that includes locally based goals, objectives, policies, and feasible implementation measures that include, among other things, the identification of opportunities to expand electric vehicle charging and other zero-emission vehicle fueling infrastructure, as specified, and includes policies and implementation measures that address the needs of disadvantaged communities, low-income households, and small businesses for equitable and prioritized investments in zero-emission technologies that directly benefit these groups. (Based on 10/06/2025 text)

SB 533 (Richardson, D) Electric vehicle charging stations: arenas: payments: internet-based applications.

Introduced: 02/20/2025

Last Amended: 09/03/2025

Status: 10/13/2025 - Approved by the Governor. Chaptered by Secretary of State. Chapter 770, Statutes of 2025.

Summary: Current law prohibits requiring a person desiring to use an electric vehicle charging station that requires payment of a fee from paying a subscription fee in order to use the station, or requiring the person to obtain membership in any club, association, or organization as a condition of using the station. Current law authorizes an electric vehicle charging station to offer services on a subscription- or membership-only basis, if the station provides nonsubscribers or nonmembers the ability to use the station through a contactless payment method that accepts major credit and debit cards, as specified, and either an automated toll-free telephone number or a short message system (SMS) that provides the electric vehicle charging customer with the option to initiate a charging session and submit payment. Current law requires a direct current fast charging station that is first installed or made publicly available on or after July 10, 2023, to also include Plug and Charge payment capabilities, as specified. Current law authorizes the State Energy Resources Conservation and Development Commission to add to or subtract from these payment methods by regulation that is effective no earlier than January 1, 2028, as provided. This bill would create an exception to the above-described provisions to authorize an electric vehicle charging station to require that payment for charging services be made through the use of an internet-based application if the charging station is on the premises of an arena that has a seating capacity of at least 15,000 seats and can only be accessed through the use of that internet-based application. (Based on 09/16/2025 text)

First Responders

AB 438 (Hadwick, R) Authorized emergency vehicles.

Introduced: 02/06/2025

Last Amended: 05/29/2025

Status: 10/01/2025 - Chaptered by Secretary of State - Chapter 152, Statutes of 2025

Summary: Current law authorizes the Commissioner of the California Highway Patrol to issue authorized emergency vehicle permits for certain vehicles, including any vehicle owned and operated by a public utility and any vehicle owned and operated by a fire company, as specified, upon a finding that the vehicle is used in responding to emergency calls for fire or law enforcement, the immediate preservation of life or property, or the apprehension of law violators. This bill would authorize the commissioner to issue an emergency vehicle permit to any vehicle owned by a county, city, or city and county office of emergency services only while that vehicle is being used by a public employee who is employed by the office in responding to any disaster. (Based on 10/01/2025 text)

Governance and Transparency

AB 91 (Harabedian, D) State and local agencies: demographic data.

Introduced: 01/06/2025

Last Amended: 09/04/2025

Status: 10/06/2025 - Chaptered by Secretary of State - Chapter 357, Statutes of 2025

Summary: Would, commencing January 1, 2028, require state and local agencies, as defined, that collect demographic data as to the ancestry or ethnic origin of Californians to use separate collection categories and tabulations for major Middle Eastern or North African groups, as specified, and, with certain exceptions, to include that data in every demographic report published on or after January 1, 2029, and to make the aggregated data available to the public. (Based on 10/06/2025 text)

AB 343 (Pacheco, D) California Public Records Act: elected or appointed officials.

Introduced: 01/29/2025

Last Amended: 07/01/2025

Status: 10/01/2025 - Chaptered by Secretary of State - Chapter 142, Statutes of 2025

Summary: The California Public Records Act requires state and local agencies to make their records available for public inspection, unless an exemption from disclosure applies. That law exempts from disclosure specified information relating to elected or appointed officials, and makes specified disclosures of information relating to elected or appointed officials a crime. The law defines "elected or appointed official" for that purpose to include, among other things, a judge or court commissioner,

a federal judge or federal defender, and a judge of a federally recognized Indian tribe. This bill would additionally include in the definition of the term “elected or appointed official,” a retired judge or court commissioner, an active or retired judge of the State Bar Court, a retired federal judge or federal defender, a retired judge of a federally recognized Indian tribe, and an appointee of a court to serve as children’s counsel in a family or dependency proceeding. (Based on 10/01/2025 text)

AB 370 (Carrillo, D) California Public Records Act: cyberattacks.

Introduced: 02/03/2025

Last Amended: 03/12/2025

Status: 07/14/2025 - Chaptered by Secretary of State - Chapter 34, Statutes of 2025

Summary: The California Public Records Act requires state and local agencies to make their records available for public inspection, except as specified. Current law requires each agency, within 10 days of a request for a copy of records, to determine whether the request seeks copies of disclosable public records in possession of the agency and to promptly notify the person of the determination and the reasons therefor. Current law authorizes that time limit to be extended by no more than 14 days under unusual circumstances, and defines “unusual circumstances” to include, among other things, the need to search for, collect, and appropriately examine records during a state of emergency when the state of emergency currently affects the agency’s ability to timely respond to requests due to staffing shortages or closure of facilities, as provided. This bill would also expand the definition of unusual circumstances to include the inability of the agency, because of a cyberattack, to access its electronic servers or systems in order to search for and obtain a record that the agency believes is responsive to a request and is maintained on the servers or systems in an electronic format. (Based on 07/14/2025 text)

SB 595 (Choi, R) Local government: investments and financial reports.

Introduced: 02/20/2025

Last Amended: 09/03/2025

Status: 10/03/2025 - Chaptered by Secretary of State - Chapter 323, Statutes of 2025

Summary: Current law regulates the investment of public funds by local agencies, as defined. Current law authorizes the legislative body of a local agency, as specified, that has money in a sinking fund or in its treasury not required for the immediate needs of the local agency to invest the money as it deems wise or expedient in certain securities and financial instruments, subject to various requirements. These permissible investments include commercial paper of “prime” quality of the highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical rating organization that is issued by entities meeting certain criteria, if the eligible commercial paper has a maximum maturity of 270 days or less. This bill would revise the maximum maturity periods for the investments in prime quality commercial paper to 397 days. (Based on 10/03/2025 text)

SB 707 (Durazo, D) Open meetings: meeting and teleconference requirements.

Introduced: 02/21/2025

Last Amended: 09/05/2025

Status: 10/03/2025 - Chaptered by Secretary of State - Chapter 327, Statutes of 2025

Summary: Existing law, the Ralph M. Brown Act, requires, with specified exceptions, that all meetings of a legislative body, as defined, of a local agency be open and public and that all persons be permitted to attend and participate. This bill would, beginning July 1, 2026, and until January 1, 2030, require an eligible legislative body, as defined, to comply with additional meeting requirements, including that, except as specified, all open and public meetings include an opportunity for members of the public to attend via a 2-way telephonic service or a 2-way audiovisual platform, as defined, and that the eligible legislative body take specified actions to encourage residents to participate in public meetings, as specified. The bill would require an eligible legislative body, on or before July 1, 2026, to approve at a noticed public meeting in open session a policy regarding disruption of telephonic or internet services occurring during meetings subject to these provisions, as specified, and would require the eligible legislative body to comply with certain requirements relating to disruption, including for certain disruptions, recessing the open session for at least one hour and making a good faith attempt to restore the service, as specified. This bill contains other related provisions and other existing laws. (Based on 10/03/2025 text)

SB 827 (Gonzalez, D) Local agency officials: training.

Introduced: 02/21/2025

Last Amended: 09/02/2025

Status: 10/11/2025 - Approved by the Governor. Chaptered by Secretary of State. Chapter 661, Statutes of 2025.

Summary: Current law imposes ethics training on specified local agency officials. Current law requires each training to be 2 hours and requires the officials to receive each training every 2 years, and as described otherwise, with the first training within one year of commencing service. Existing law requires the local agency to maintain records of the trainings, as prescribed. This bill would expand which local agency officials are required to complete the above-described ethics training to include department heads, or other similar administrative officers, as specified, and would instead require officials who commence service on or after January 1, 2026, to receive their initial training within 6 months of commencing service. The bill would require the local agency to publish post clear instructions and contact information for requesting the training records on its internet website, as specified. This bill would additionally require all local agency officials, as defined, to receive at least 2 hours of fiscal and financial training, as described. The bill would require the training to be received at least once every 2 years, as provided. The bill would exempt from these requirements specified local agency officials if they are in compliance

with existing education requirements specific to their positions. This bill would authorize a local agency or an association of local agencies to contract with or otherwise collaborate with a provider of a training course to offer one or more training courses, or sets of self-study materials with tests, to its local agency officials to meet the training requirement, as described. The bill would require the training courses and materials to be developed in consultation with experts in local government finance. finance, as specified. (Based on 10/11/2025 text)

Housing and Land Use

SB 79 (Wiener, D) Housing development: transit-oriented development.

Introduced: 01/15/2025 (Spot bill)

Last Amended: 09/05/2025

Status: 10/10/2025 - Approved by the Governor. Chaptered by Secretary of State. Chapter 512, Statutes of 2025.

Summary: Existing law, the Planning and Zoning Law, requires each county and city to adopt a comprehensive, long-term general plan for the physical development of the county or city, and specified land outside its boundaries, that contains certain mandatory elements, including a housing element. Existing law requires that the housing element consist of an identification and analysis of existing and projected housing needs and a statement of goals, policies, quantified objectives, financial resources, and scheduled programs for the preservation, improvement, and development of housing, as specified. Existing law requires that the housing element include, among other things, an assessment of housing needs and an inventory of resources and constraints that are relevant to the meeting of these needs, including an inventory of land suitable for residential development, as provided. Existing law, for the 4th and subsequent revisions of the housing element, requires the Department of Housing and Community Development to determine the existing and projected need for housing for each region, as specified, and requires the appropriate council of local governments, or the department for cities and counties without a council of governments, to adopt a final regional housing need plan that allocates a share of the regional housing need to each locality in the region. Existing law requires the inventory of land to be used to identify sites throughout the community that can be developed for housing within the planning period and that are sufficient to provide for the jurisdiction's share of the regional housing need. Existing law requires each local government to revise its housing element in accordance with a specified schedule. This bill would require that a housing development project, as defined, within a specified distance of a transit-oriented development (TOD) stop, as defined, be an allowed use as a transit-oriented housing development on any site zoned for residential, mixed, or commercial development, if the development complies with applicable requirements, as specified. Among these requirements, the bill would require a project to include at least 5 dwelling units and establish requirements concerning height limits, density, and residential floor area ratio in accordance with a development's proximity to specified tiers of TOD stops, as provided. The bill would provide that, for the purposes of the Housing Accountability Act, a proposed development consistent with the applicable standards of these provisions as well as applicable local objective general plan and zoning standards shall be deemed consistent, compliant, and in conformity with prescribed requirements, as specified. The bill would provide that a local government that denies a project meeting the requirements of these provisions located in a high-resource area, as defined, would be presumed in violation of the Housing Accountability Act, as specified, and immediately liable for penalties, beginning on January 1, 2027, as provided. These provisions would not apply to a local agency until July 1, 2026, except as specified, or within unincorporated areas of counties until the 7th regional housing needs allocation cycle. The bill would specify that a development proposed pursuant to these provisions is eligible for streamlined, ministerial approval pursuant to specified law, except that the bill would exempt a project under these provisions from specified requirements and would specify that the project is required to comply with certain affordability requirements, under that law. This bill contains other related provisions and other existing laws. (Based on 10/10/2025 text)

Labor Relations

AB 339 (Ortega, D) Local public employee organizations: notice requirements.

Introduced: 01/28/2025

Last Amended: 08/29/2025

Status: 10/13/2025 - Approved by the Governor. Chaptered by Secretary of State - Chapter 687, Statutes of 2025.

Summary: The Meyers-Milias-Brown Act contains various provisions that govern collective bargaining of local represented employees and delegates jurisdiction to the Public Employment Relations Board to resolve disputes and enforce the statutory duties and rights of local public agency employers and employees. Current law requires the governing body of a public agency to meet and confer in good faith regarding wages, hours, and other terms and conditions of employment with representatives of recognized employee organizations. Current law requires the governing body of a public agency, and boards and commissions designated by law or by the governing body, to give reasonable written notice, except in cases of emergency, as specified, to each recognized employee organization affected of any ordinance, rule, resolution, or regulation directly relating to matters within the scope of representation proposed to be adopted by the governing body or the designated boards and commissions. This bill would require the governing body of a public agency, and boards and commissions designated by law or by the governing body of a public agency, to give the recognized employee organization no less than 45 days' written notice before issuing a request for proposals, request for quotes, or renewing or extending an existing contract to perform services that are within the scope of work of the job classifications represented by the recognized employee organization, subject to certain exceptions. The bill would require the notice to include specified information, including the anticipated duration of the contract. (Based on 09/10/2025 text)

AB 406 (Schiavo, D) Employment: unlawful discrimination: victims of violence.**Introduced:** 02/04/2025**Last Amended:** 06/27/2025**Status:** 10/01/2025 - Chaptered by Secretary of State - Chapter 148, Statutes of 2025

Summary: The California Fair Employment and Housing Act establishes the Civil Rights Department within the Business, Consumer Services, and Housing Agency, under the direction of the Director of Civil Rights, to enforce civil rights laws with respect to housing and employment and to protect and safeguard the right of all persons to obtain and hold employment without discrimination based on specified characteristics or status. Current law prescribes various functions, duties, and powers of the department, including, among others, to bring prescribed civil actions for violations of specified federal civil rights and antidiscrimination laws. Prior law, until January 1, 2025, authorized an employee who was discriminated or retaliated against for exercising certain rights to file a complaint with the Division of Labor Standards Enforcement in accordance with specified Labor Code provisions. These employee rights include, among other things, the right to take time off work to serve on a trial or to obtain specified crime-related relief. Current law, as of January 1, 2025, transferred the authority to enforce these discrimination provisions from the Division of Labor Standards Enforcement to the Civil Rights Department. Current law also repealed the above-described Labor Code provisions and added new enforcement provisions to the California Fair Employment and Housing Act within the Government Code. Among other changes, these provisions refer to a "qualifying act of violence," as defined, instead of crime, or crime or abuse, for purposes of obtaining relief. Current law further prohibits an employer with 25 or more employees from discharging or in any manner discriminating or retaliating against an employee who is a victim or who has a family member who is a victim for taking time off work for any of a number of additional prescribed purposes relating to a qualifying act of violence, as defined. Current law requires an employee, as a condition of taking time off, to provide the employer with reasonable advance notice, unless not feasible, in accordance with certain procedural requirements. This bill would reinstate the above-described former Labor Code provisions, to apply only to alleged actions or inactions occurring on or before December 31, 2024. (Based on 10/01/2025 text)

AB 692 (Kalra, D) Employment: contracts in restraint of trade.**Introduced:** 02/14/2025**Last Amended:** 09/05/2025**Status:** 10/13/2025 - Approved by the Governor. Chaptered by Secretary of State - Chapter 703, Statutes of 2025.

Summary: Current law declares every contract by which anyone is restrained from engaging in a lawful profession, trade, or business of any kind to be void, except as expressly provided. Current law provides for a system of labor standards enforcement administered by the Labor Commissioner. This bill would, for contracts entered into on or after January 1, 2026, make it unlawful to include in any employment contract, or to require a worker to execute as a condition of employment or a work relationship a contract that includes, specified contract terms, including a term that requires the worker to pay an employer, training provider, or debt collector for a debt if the worker's employment or work relationship with a specific employer terminates. The bill would declare these contracts as contracts that restrain a person from engaging in a lawful profession, trade, or business, and as void and contrary to public policy, except as provided. (Based on 09/15/2025 text)

AB 1340 (Wicks, D) Transportation network company drivers: labor relations.**Introduced:** 02/21/2025**Last Amended:** 09/02/2025**Status:** 10/03/2025 - Chaptered by Secretary of State - Chapter 335, Statutes of 2025

Summary: The Protect App-Based Drivers and Services Act, added by Proposition 22, as approved by the voters at the November 3, 2020, statewide general election, categorizes app-based drivers for network companies, as defined, as independent contractors if certain conditions are met. Current law requires, among other things, that the network company provide a health care subsidy to qualifying app-based drivers, provide a minimum level of compensation for app-based drivers, and not restrict app-based drivers from working in any other lawful occupation or business. Current case law holds that specified provisions of the initiative are invalid on separation of powers grounds; however, the court severed the unconstitutional provisions, allowing the rest of the initiative to remain in effect. Current law also establishes the Public Employment Relations Board (board) in state government as a means of resolving disputes and enforcing the statutory duties and rights of specified public employers and employees under various acts regulating collective bargaining. Current law vests the board with jurisdiction to enforce certain provisions over charges of unfair practices for represented employees. This bill, the Transportation Network Company Drivers Labor Relations Act (act), would establish that transportation network company (TNC) drivers have the right to form, join, and participate in the activities of TNC driver organizations, to bargain through representatives of their own choosing, to engage in concerted activities for the purpose of bargaining or other mutual aid or protection, and to refrain from such activities. The bill would require the board to enforce these provisions. (Based on 10/03/2025 text)

SB 291 (Grayson, D) Contractors: workers' compensation insurance.**Introduced:** 02/06/2025**Last Amended:** 09/04/2025**Status:** 10/07/2025 - Chaptered by Secretary of State - Chapter 455, Statutes of 2025

Summary: Current law generally requires, as a condition precedent to the issuance, reinstatement, reactivation, renewal, or continued maintenance of a license, a licensed contractor or applicant for licensure to have on file at all times with the Contractors State License Board a current and valid Certificate of Workers' Compensation Insurance or Certification of Self-

Insurance in the applicant's or licensee's business name, as specified. Current law generally makes a violation of these provisions a misdemeanor. Current law exempts from this requirement an applicant or licensee who has no employees, provided that they file a statement with the board before the issuance, reinstatement, reactivation, or continued maintenance of a license certifying that they do not employ any person, as specified, and who does not hold a specified license issued by the board, including a C-8 license, as defined. Current law repeals these provisions on January 1, 2028. Current law, commencing January 1, 2028, removes the above-specified exemptions, and instead exempts from the above-described filing requirement an applicant or licensee organized as a joint venture that has no employees, provided that they file a statement with the board before the issuance, reinstatement, reactivation, or continued maintenance of a license certifying that they do not employ any person, as specified. Current law requires the board, by no later than January 1, 2027, to establish a process and procedure to verify that applicants or licensees without an employee or employees are eligible for exemption from the workers' compensation insurance requirement, and authorizes the process or procedure to include an audit, proof, or other means, to verify eligibility. This bill would require that verification process or procedure to include an audit, proof, or other means to obtain evidence to verify eligibility for exemption from the workers' compensation insurance requirement. The bill would also require the board to report its proposed verification process to the Legislature no later than January 1, 2027. (Based on 10/07/2025 text)

SB 590 (Durazo, D) Paid family leave: eligibility: care for designated persons.

Introduced: 02/20/2025

Last Amended: 09/04/2025

Status: 10/13/2025 - Approved by the Governor. Chaptered by Secretary of State. Chapter 772, Statutes of 2025.

Summary: Current law establishes, within the Unemployment Compensation Disability Fund, a family temporary disability insurance program, also known as the paid family leave program, for the provision of wage replacement benefits for up to 8 weeks to workers who take time off work for prescribed purposes, including to care for a seriously ill family member. Current law defines terms for its purposes, including family care leave and family member. This bill would, commencing July 1, 2028, expand eligibility for benefits under the paid family leave program to include individuals who take time off work to care for a seriously ill designated person. The bill would define designated person to mean any care recipient related by blood or whose association with the individual is the equivalent of a family relationship, and would make conforming changes to the definitions of the terms family care leave and family member. (Based on 09/13/2025 text)

Local Government

AB 39 (Zbur, D) General plans: Local Electrification Planning Act.

Introduced: 12/02/2024

Last Amended: 09/04/2025

Status: 10/06/2025 - Chaptered by Secretary of State - Chapter 356, Statutes of 2025

Summary: The Planning and Zoning Law requires a city or county to adopt a comprehensive general plan for the city's or county's physical development that includes various elements, including, among others, a land use element that designates the proposed general distribution and general location and extent of the uses of the land in specified categories, and a circulation element that identifies the location and extent of existing and proposed major thoroughfares, transportation routes, terminals, any military airports and ports, and other local public utilities and facilities, as specified. This bill, the Local Electrification Planning Act, would require each city, county, or city and county, on or after January 1, 2027, but no later than January 1, 2030, to prepare and adopt a specified plan, or integrate a plan in the next adoption or revision of the general plan, that includes locally based goals, objectives, policies, and feasible implementation measures that include, among other things, the identification of opportunities to expand electric vehicle charging and other zero-emission vehicle fueling infrastructure, as specified, and includes policies and implementation measures that address the needs of disadvantaged communities, low-income households, and small businesses for equitable and prioritized investments in zero-emission technologies that directly benefit these groups. (Based on 10/06/2025 text)

SB 456 (Ashby, D) Contractors: exemptions: muralists.

Introduced: 02/19/2025

Last Amended: 04/02/2025

Status: 10/13/2025 - Approved by the Governor. Chaptered by Secretary of State. Chapter 758, Statutes of 2025.

Summary: The Contractors State License Law establishes the Contractors State License Board within the Department of Consumer Affairs and sets forth its powers and duties relating to the licensure and regulation of contractors. Current law makes it a misdemeanor for a person to engage in the business, or act in the capacity, of a contractor without a license, unless exempted. Current law exempts from the Contractors State License Law a nonprofit corporation providing assistance to an owner, as specified. This bill would exempt from that law an artist who draws, paints, applies, executes, restores, or conserves a mural, as defined, pursuant to an agreement with a person who could legally authorize the work. (Based on 09/08/2025 text)

SB 827 (Gonzalez, D) Local agency officials: training.

Introduced: 02/21/2025

Last Amended: 09/02/2025

Status: 10/11/2025 - Approved by the Governor. Chaptered by Secretary of State. Chapter 661, Statutes of 2025.

Summary: Current law imposes ethics training on specified local agency officials. Current law requires each training to be 2 hours and requires the officials to receive each training every 2 years, and as described otherwise, with the first training within one year of commencing service. Existing law requires the local agency to maintain records of the trainings, as prescribed. This bill would expand which local agency officials are required to complete the above-described ethics training to include department heads, or other similar administrative officers, as specified, and would instead require officials who commence service on or after January 1, 2026, to receive their initial training within 6 months of commencing service. The bill would require the local agency to publish post clear instructions and contact information for requesting the training records on its internet website, as specified. This bill would additionally require all local agency officials, as defined, to receive at least 2 hours of fiscal and financial training, as described. The bill would require the training to be received at least once every 2 years, as provided. The bill would exempt from these requirements specified local agency officials if they are in compliance with existing education requirements specific to their positions. This bill would authorize a local agency or an association of local agencies to contract with or otherwise collaborate with a provider of a training course to offer one or more training courses, or sets of self-study materials with tests, to its local agency officials to meet the training requirement, as described. The bill would require the training courses and materials to be developed in consultation with experts in local government finance. finance, as specified. (Based on 10/11/2025 text)

Public Sector Employment

AB 288 (McKinnor, D) Employment: labor organization and unfair practices.

Introduced: 01/22/2025

Last Amended: 09/05/2025

Status: 09/30/2025 - Chaptered by Secretary of State - Chapter 139, Statutes of 2025

Summary: Current law declares the public policy of the state regarding labor organization, including, among other things, that it is necessary for a worker to have full freedom of association, self-organization, and designation of representatives of their own choosing, to negotiate the terms and conditions of their employment, and to be free from the interference, restraint, or coercion of employers of labor, or their agents, in the designation of such representatives or in self-organization or in other concerted activities for the purpose of collective bargaining or other mutual aid or protection. Current law establishes the Public Employment Relations Board (PERB) in state government as a means of resolving disputes and enforcing the statutory duties and rights of specified public employers and employees under various acts regulating collective bargaining. Under existing law, PERB has the power and duty to investigate an unfair practice charge and to determine whether the charge is justified and the appropriate remedy for the unfair practice. The federal National Labor Relations Act (NLRA) establishes a comprehensive statutory scheme regulating unfair labor practices on the part of employers and labor organizations in industries affecting interstate commerce, and vests in the National Labor Relations Board (NLRB) the power to conduct elections to determine employee representatives and to prevent unfair labor practices affecting commerce. The California Public Records Act requires that public records, as defined, be available to the public for inspection and made promptly available to any person. This bill would expand PERB's jurisdiction by authorizing a worker, under specified circumstances, to petition PERB to protect and enforce prescribed rights, including, among other circumstances, if the worker is employed in a position subject to the NLRA but the NLRB expressly or impliedly cedes jurisdiction, as specified. The bill would authorize PERB to, among other things, decide unfair labor practice cases, as specified, pursuant to a specified timeline and order all appropriate relief for a violation, including civil penalties, as prescribed. In order to pursue relief from PERB, the bill would require a covered worker or their representative to file an unfair practice charge or petition that includes specified information, including, where applicable, the original charge or petition filed with the NLRB. The bill would require PERB to hold the supporting documentation and evidence confidential and maintain it as part of its investigatory file and would exempt this documentation and evidence from the California Public Records Act. (Based on 09/30/2025 text)

AB 538 (Berman, D) Public works: payroll records.

Introduced: 02/11/2025

Last Amended: 05/23/2025

Status: 10/11/2025 - Approved by the Governor. Chaptered by Secretary of State - Chapter 616, Statutes of 2025.

Summary: Current law requires the Labor Commissioner to investigate allegations that a contractor or subcontractor violated the law regulating public works projects, including the payment of prevailing wages. Current law requires each contractor and subcontractor on a public works project to keep accurate payroll records, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by the contractor or subcontractor in connection with the public work. Current law requires certified copies of records to be available upon request by the public and sets forth a process for the public to request the records either through the awarding body or the Division of Labor Standards Enforcement. Current law makes any contractor, subcontractor, agent, or representative who neglects to comply with the requirements to keep accurate payroll records guilty of a misdemeanor. This bill would require the awarding body, if a request is made by the public through the awarding body and the body is not in possession of the certified records, to obtain those records from the relevant contractor and make them available to the requesting entity. The bill would authorize the Division of Labor Standards Enforcement to enforce certain penalties if a contractor fails to comply with the awarding body's request within 10 days of receipt of the notice. (Based on 10/11/2025 text)

AB 889 (Hadwick, R) Prevailing wage: per diem wages.

Introduced: 02/19/2025

Last Amended: 09/05/2025

Status: 10/11/2025 - Approved by the Governor. Chaptered by Secretary of State - Chapter 626, Statutes of 2025.

Summary: Current law requires workers employed on public works to be paid not less than the general prevailing rate of per diem wages for work of a similar character in the locality that the public work is performed, as prescribed, unless an exception applies. Current law requires the Director of the Department of Industrial Relations to determine the general prevailing rate of per diem wages for work of a similar character in the locality in which the public work is to be performed. Under current law, per diem wages include certain employer payments made pursuant to a collective bargaining agreement or for a program or committee established under the federal Labor Management Cooperation Act of 1978, as specified. Current law provides that these payments are a credit against the obligation to pay the general prevailing rate of per diem wages. Current law requires the credit for employer payments to be computed on an annualized basis where the employer seeks credit for employer payments that are higher for public works projects than for private construction performed by the same employer, except under certain circumstances, including a determination by the director that annualization would not serve the purposes of the provisions relating to public works projects. This bill would remove that exception and revoke annualization exemptions authorized by the director prior to January 1, 2026. The bill would authorize an employer to take full credit for the hourly amounts contributed to defined contribution pension plans that provide for both immediate participation and essentially immediate vesting even if the employer contributes at a lower rate or does not make contributions to private construction. (Based on 10/11/2025 text)

AB 1067 (Quirk-Silva, D) Public employees' retirement: felony convictions.

Introduced: 02/20/2025

Last Amended: 07/15/2025

Status: 10/06/2025 - Chaptered by Secretary of State - Chapter 388, Statutes of 2025

Summary: The California Public Employees' Pension Reform Act of 2013 requires a public employee who is convicted of any state or federal felony for conduct arising out of, or in the performance of, the public employee's official duties in pursuit of the office or appointment, or in connection with obtaining salary, disability retirement, service retirement, or other benefits, to forfeit all accrued rights and benefits in any public retirement system from the earliest date of the commission of the felony to the date of conviction, and prohibits the public employee from accruing further benefits in that public retirement system. Current law defines "public employee" for purposes of these provisions to mean an officer, including one who is elected or appointed, or an employee of a public employer. Current law also requires an elected public officer, who takes public office, or is reelected to public office, on or after January 1, 2006, and who is convicted during or after holding office of any felony involving accepting or giving, or offering to give, any bribe, the embezzlement of public money, extortion or theft of public money, perjury, or conspiracy to commit any of those crimes arising directly out of their official duties as an elected public officer, to forfeit all rights and benefits under, and membership in, any public retirement system in which they are a member, effective on the date of final conviction, as provided. This bill would require a public employer that is investigating a public employee for misconduct arising out of or in the performance of, the public employee's official duties in pursuit of the office or appointment, or in connection with obtaining salary, disability retirement, service retirement, or other benefits, to continue the investigation even if the public employee retires while under investigation, if the investigation indicates that the public employee may have committed a crime. The bill would require a public employer, if the investigation indicates that the public employee may have committed a crime, to refer the matter to the appropriate law enforcement agency and would then authorize the public employer to close the investigation. (Based on 10/06/2025 text)

SB 291 (Grayson, D) Contractors: workers' compensation insurance.

Introduced: 02/06/2025

Last Amended: 09/04/2025

Status: 10/07/2025 - Chaptered by Secretary of State - Chapter 455, Statutes of 2025

Summary: Current law generally requires, as a condition precedent to the issuance, reinstatement, reactivation, renewal, or continued maintenance of a license, a licensed contractor or applicant for licensure to have on file at all times with the Contractors State License Board a current and valid Certificate of Workers' Compensation Insurance or Certification of Self-Insurance in the applicant's or licensee's business name, as specified. Current law generally makes a violation of these provisions a misdemeanor. Current law exempts from this requirement an applicant or licensee who has no employees, provided that they file a statement with the board before the issuance, reinstatement, reactivation, or continued maintenance of a license certifying that they do not employ any person, as specified, and who does not hold a specified license issued by the board, including a C-8 license, as defined. Current law repeals these provisions on January 1, 2028. Current law, commencing January 1, 2028, removes the above-specified exemptions, and instead exempts from the above-described filing requirement an applicant or licensee organized as a joint venture that has no employees, provided that they file a statement with the board before the issuance, reinstatement, reactivation, or continued maintenance of a license certifying that they do not employ any person, as specified. Current law requires the board, by no later than January 1, 2027, to establish a process and procedure to verify that applicants or licensees without an employee or employees are eligible for exemption from the workers' compensation insurance requirement, and authorizes the process or procedure to include an audit, proof, or other means, to verify eligibility. This bill would require that verification process or procedure to include an audit, proof, or other means to obtain evidence to verify eligibility for exemption from the workers' compensation insurance requirement. The bill would also require the board to report its proposed verification process to the Legislature no later than January 1, 2027. (Based on 10/07/2025 text)

SB 294 (Reyes, D) The Workplace Know Your Rights Act.**Introduced:** 02/06/2025**Last Amended:** 09/04/2025**Status:** 10/12/2025 - Approved by the Governor. Chaptered by Secretary of State. Chapter 667, Statutes of 2025.

Summary: Current law establishes the Division of Labor Standards Enforcement, headed by the Labor Commissioner, within the Department of Industrial Relations, for the purpose of enforcing labor laws. Existing law prescribes the duties and rights of employers and employees relating to specified labor laws, including, among other things, workers' compensation and notice requirements related to inspections conducted by an immigration agency. This bill would establish the Workplace Know Your Rights Act. The bill would require an employer, on or before February 1, 2026, and annually thereafter, to provide a stand-alone written notice to each current employee of specified workers' rights, including, among other things, the categories described above, as well as constitutional rights of an employee when interacting with law enforcement at the workplace, as specified. The bill would also require the employer to provide the written notice to each new employee upon hire and to provide the written notice annually to an employee's authorized representative, if any. This bill would require the Labor Commissioner to develop a template notice that an employer may use to comply with the notice requirement described above. The bill would require the Labor Commissioner to post the template notice on its internet website on or before January 1, 2026, and to post an updated template notice annually thereafter. (Based on 10/12/2025 text)

SB 303 (Smallwood-Cuevas, D) Employment: bias mitigation training: unlawful discrimination.**Introduced:** 02/10/2025**Last Amended:** 07/02/2025**Status:** 10/01/2025 - Chaptered by Secretary of State - Chapter 216, Statutes of 2025

Summary: The California Fair Employment and Housing Act prohibits various forms of employment and housing discrimination, including various types of discrimination because of national origin. Current law empowers the Civil Rights Department to investigate and prosecute complaints alleging unlawful practices. This bill would provide that an employee's assessment, testing, admission, or acknowledgment of their own personal bias that was made in good faith and solicited or required as part of a bias mitigation training does not constitute unlawful discrimination, as prescribed. (Based on 10/01/2025 text)

Public Transportation/Transit**AB 377 (Tangipa, R) High-Speed Rail Authority: business plan: Merced to Bakersfield segment.****Introduced:** 02/03/2025**Last Amended:** 06/02/2025**Status:** 07/30/2025 - Chaptered by Secretary of State - Chapter 81, Statutes of 2025

Summary: The California High-Speed Rail Act requires the High-Speed Rail Authority to prepare, publish, adopt, and submit to the Legislature a business plan containing specified elements on a biennial basis and to also provide on a biennial basis a project update report, approved by the Secretary of Transportation as consistent with specified criteria, to the budget committees and the appropriate policy committees of both houses of the Legislature, on the development and implementation of intercity high-speed train service, as provided. The act requires the authority to develop schedules for the delivery of specified tasks relating to the Merced to Bakersfield segment of the high-speed rail project for inclusion in the project update report and the business plan and also requires the authority to include certain other information in the project update report and the business plan relating to the Merced to Bakersfield segment, as provided. This bill would require the authority, as part of the business plan that is due on or before May 1, 2026, to provide a detailed funding plan for the Merced to Bakersfield segment that includes certain information, including an updated estimate of the funding gap for completing the segment and a strategy for addressing the funding gap. (Based on 07/30/2025 text)

AB 1141 (Lee, D) Alameda-Contra Costa Transit District: board of directors: election: compensation.**Introduced:** 02/20/2025**Status:** 07/28/2025 - Chaptered by Secretary of State - Chapter 66, Statutes of 2025

Summary: Existing law establishes procedures for the formation of the Alameda-Contra Costa Transit District and specifies the powers and duties of the transit district. Existing law vests the government of the district in a board of directors comprised of 7 directors, one from each ward, and 2 elected at large. Existing law requires a nomination paper for a candidate seeking election to a directorship to be signed by 50 voters, if seeking to be elected by ward, and by 100 voters, if seeking to be elected at large. Existing law provides 4-year terms for directors, as specified. Existing law contains obsolete requirements governing the term lengths for directors elected at the initial election following the formation of the district. This bill would eliminate directors at large and would instead require all 7 directors to be elected from wards. The bill would specify the terms of office for the directors elected at the November 3, 2026, and November 7, 2028, statewide general elections. The bill would repeal the obsolete provisions governing the initial election. To the extent this bill would increase the district's duties, it would impose a state-mandated local program. This bill contains other related provisions and other existing laws. (Based on 07/28/2025 text)

SB 30 (Cortese, D) Diesel-powered on-track equipment: decommissioning: resale and transfer restrictions.

Introduced: 12/02/2024 (Spot bill)

Last Amended: 07/16/2025

Status: 10/13/2025 - Approved by the Governor. Chaptered by Secretary of State. Chapter 735, Statutes of 2025.

Summary: Would prohibit a public entity that owns diesel-powered on-track equipment from selling, donating, or otherwise transferring ownership of that equipment for continued use after the public entity decommissions the equipment. The bill would exempt the sale, donation, or transfer of the ownership of that equipment from the prohibition if the equipment is deemed to be in one of specified categories of emissions standards designated by the federal government for locomotives, the equipment produces emissions equivalent to any equipment within any of those federal categories, or the diesel engine is removed from the equipment, as specified. (Based on 09/12/2025 text)

Transportation, Infrastructure, and Public Works

AB 289 (Haney, D) State highway work zone speed safety program.

Introduced: 01/22/2025

Last Amended: 09/04/2025

Status: 10/13/2025 - Approved by the Governor. Chaptered by Secretary of State - Chapter 684, Statutes of 2025.

Summary: Current law authorizes, until January 1, 2032, the City of Malibu to establish a speed safety system pilot program for speed enforcement on the Pacific Coast Highway if the system meets specified requirements. Current law requires the city to administer a public information campaign at least 30 days before implementation of the program, including information relating to when the systems would begin detecting violations. Current law requires the city to issue warning notices rather than notices of violations for violations detected within the first 60 calendar days of the program. Current law also requires the city to develop guidelines for, among other things, the processing and storage of confidential information. Current law requires photographic or administrative records made by a system to be confidential, except as specified, and would only authorize public agencies to use and allow access to these records for specified purposes. This bill would authorize, until January 1, 2032, the Department of Transportation to establish a similar program for speed enforcement that utilizes up to 35 speed safety systems on state highway construction or maintenance areas, as specified. (Based on 09/12/2025 text)

AB 390 (Wilson, D) Vehicles: highway safety.

Introduced: 02/03/2025

Last Amended: 05/20/2025

Status: 07/28/2025 - Chaptered by Secretary of State - Chapter 58, Statutes of 2025

Summary: Current law requires a driver approaching, among others, a stationary marked Caltrans vehicle that is displaying flashing lights to approach with due caution and either change lanes to a lane not immediately adjacent to the vehicle, or, if unable to safely do so, slow to a reasonable and prudent speed, as specified. Current law makes a violation of that provision an infraction, punishable by a fine of not more than \$50. This bill would expand that requirement to apply to all marked highway maintenance vehicles, as defined, and would also make that requirement applicable to any other stationary vehicle displaying flashing hazard lights or another warning device, including, but not limited to, cones, flares, or retroreflective devices. (Based on 07/28/2025 text)

AB 394 (Wilson, D) Public transportation providers.

Introduced: 02/03/2025

Last Amended: 07/17/2025

Status: 10/01/2025 - Chaptered by Secretary of State - Chapter 147, Statutes of 2025

Summary: Current law provides that when a battery is committed against the person of an operator, driver, or passenger on a bus, taxicab, streetcar, cable car, trackless trolley, or other motor vehicle, as specified, and the person who commits the offense knows or reasonably should know that the victim is engaged in the performance of their duties, the penalty is imprisonment in a county jail not exceeding one year, a fine not exceeding \$10,000, or both the fine and imprisonment. Current law also provides that if the victim is injured, the offense would be punished by a fine not exceeding \$10,000, by imprisonment in a county jail not exceeding one year or in the state prison for 16 months, 2, or 3 years, or by both that fine and imprisonment. This bill would expand this crime to apply to an employee, public transportation provider, or contractor of a public transportation provider. (Based on 10/01/2025 text)

AB 417 (Carrillo, D) Local finance: enhanced infrastructure financing districts: community revitalization and investment authorities.

Introduced: 02/05/2025

Last Amended: 03/27/2025

Status: 10/03/2025 - Chaptered by Secretary of State - Chapter 260, Statutes of 2025

Summary: Current law authorizes the legislative body of a city or a county to designate a proposed enhanced infrastructure financing district to finance public capital facilities or other specified projects, including acquisition, construction, or repair of commercial structures by the small business occupant of such structures, if such acquisition, construction, or repair is for purposes of fostering economic recovery from the COVID-19 pandemic, as specified, with a governing body referred to as the public financing authority, by adopting a resolution of intention to establish the proposed district. This bill would revise

these provisions to instead authorize the designation of a proposed enhanced infrastructure financing district to finance capital facilities or other specified projects for the acquisition, construction, or repair of commercial structures by the small business occupant of such structures, as described above, if such acquisition, construction, or repair is for purposes of fostering economic recovery of a community, as specified. (Based on 10/03/2025 text)

AB 440 (Ramos, D) State bridges and overpasses: suicide prevention.

Introduced: 02/06/2025

Last Amended: 09/03/2025

Status: 10/03/2025 - Chaptered by Secretary of State - Chapter 262, Statutes of 2025

Summary: Current law requires the Department of Transportation to install screening on state freeway overpasses to prevent objects from being dropped or thrown upon vehicles passing underneath, as provided. This bill would require, on or before July 1, 2028, the department to identify best practices for the implementation of suicide countermeasures designed to deter suicide attempts on bridges and overpasses, as provided. (Based on 10/03/2025 text)

AB 978 (Hoover, R) Department of Transportation and local agencies: streets and highways: recycled materials.

Introduced: 02/20/2025

Last Amended: 07/01/2025

Status: 10/07/2025 - Chaptered by Secretary of State - Chapter 443, Statutes of 2025

Summary: The California Integrated Waste Management Act of 1989 requires the Director of Transportation, upon consultation with the Department of Resources Recycling and Recovery, to review and modify all bid specifications relating to the purchase of paving materials and base, subbase, and pervious backfill materials using certain recycled materials. Current law requires the specifications to be based on standards developed by the Department of Transportation for recycled paving materials and for recycled base, subbase, and pervious backfill materials. Current law requires a local agency that has jurisdiction over a street or highway, to the extent feasible and cost effective, to apply standard specifications that allow for the use of recycled materials in streets and highways, except as provided. Current law requires, until January 1, 2027, those standard specifications to allow recycled materials at or above the level allowed in the department's standard specifications that went into effect on October 22, 2018, for specified materials. This bill would indefinitely require a local agency's standard specifications to allow recycled materials at a level no less than the level allowed in the department's specifications for those specified materials. If a local agency's standard specifications do not allow for the use of recycled materials at a level that is equal to or greater than the level allowed in the department's standard specifications on the basis that the use of those recycled materials at those levels is not feasible, the bill would authorize a person bidding on a contract to supply materials subject to those specifications to request the local agency to provide the reason for that determination upon request and would require the local agency to respond to that request, as specified. (Based on 10/07/2025 text)

AB 1014 (Rogers, D) Traffic safety: speed limits.

Introduced: 02/20/2025

Last Amended: 04/08/2025

Status: 10/03/2025 - Chaptered by Secretary of State - Chapter 287, Statutes of 2025

Summary: Current law establishes various default speed limits for vehicles upon highways, as specified. Existing law requires the Department of Transportation, by regulation, to require speed limits to be rounded up or down to the nearest 5 miles per hour of the 85th percentile of free-flowing traffic. Current law authorizes a local authority to additionally lower the speed limit in specified circumstances, or retain the currently adopted speed limit in certain circumstances. This bill would authorize the department to additionally lower or retain the speed limit in those specified circumstances. (Based on 10/03/2025 text)

AB 1423 (Irwin, D) Transportation electrification: electric vehicle charging stations: payment methods.

Introduced: 02/21/2025

Last Amended: 09/03/2025

Status: 10/01/2025 - Chaptered by Secretary of State - Chapter 192, Statutes of 2025

Summary: Current law prohibits requiring a person desiring to use an electric vehicle charging station, as defined, that requires payment of a fee from paying a subscription fee in order to use the station, or requiring the person to obtain membership in any club, association, or organization as a condition of using the station. Current law authorizes an electric vehicle charging station to offer services on a subscription- or membership-only basis if the station allows nonsubscribers or nonmembers to use the station through a contactless payment method that accepts major credit and debit cards, as specified, and either an automated toll-free telephone number or a short message system (SMS) that provides the customer with the option to initiate a charging session and submit payment. Current law authorizes the State Energy Resources Conservation and Development Commission, by regulation that is effective no earlier than January 1, 2028, to add to or subtract from those required payment methods, as specified. This bill would instead authorize the commission to modify, add to, or subtract from those required payment methods, as appropriate in light of changing technologies or cost impacts. (Based on 10/01/2025 text)

SB 63 (Wiener, D) San Francisco Bay area: local revenue measure: public transit funding.

Introduced: 01/09/2025 (Spot bill)

Last Amended: 09/09/2025

Status: 10/13/2025 - Approved by the Governor. Chaptered by Secretary of State. Chapter 740, Statutes of 2025.

Summary: Would establish the Public Transit Revenue Measure District with jurisdiction extending throughout the boundaries of the Counties of Alameda, Contra Costa, San Mateo, and Santa Clara and the City and County of San Francisco and would require the district to be governed by the same board that governs the commission, thereby imposing a state-mandated local program. The bill would authorize a retail transactions and use tax applicable to the entire district to be imposed by the board of the district or by a qualified voter initiative for a duration of 14 years, and in an amount of 0.5% in each of the above-described counties located within the district and 1% in the City and County of San Francisco, subject to voter approval at the November 3, 2026, statewide general election. After payments are made for various administrative expenses, the bill would require the district to transfer specified portions of the proceeds of the tax to the commission for allocation to certain programs and other purposes and for allocation to the Alameda-Contra Costa Transit District, the Peninsula Corridor Joint Powers Board, commonly known as Caltrain, the San Francisco Bay Area Rapid Transit District, the San Francisco Municipal Transportation Agency, and other specified transit agencies, for transit operations expenses, and would require the district to transfer specified portions of the proceeds of the tax directly to other specified local transportation agencies, including the San Mateo County Transit District and the Santa Clara Valley Transportation Authority, for public transit expenses, as prescribed. (Based on 09/17/2025 text)

SB 71 (Wiener, D) California Environmental Quality Act: exemptions: transit projects.

Introduced: 01/14/2025

Last Amended: 09/02/2025

Status: 10/13/2025 - Approved by the Governor. Chaptered by Secretary of State. Chapter 742, Statutes of 2025.

Summary: The California Environmental Quality Act (CEQA) requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. CEQA, until January 1, 2030, exempts from its requirements active transportation plans, pedestrian plans, or bicycle transportation plans for the restriping of streets and highways, bicycle parking and storage, signal timing to improve street and highway intersection operations, and the related signage for bicycles, pedestrians, and vehicles. This bill would extend the operation of the above-mentioned exemption indefinitely. The bill would also exempt a transit comprehensive operational analysis, as defined, a transit route readjustment, or other transit agency route addition, elimination, or modification, from the requirements of CEQA. Because a lead agency would be required to determine whether a plan qualifies for this exemption, the bill would impose a state-mandated local program. (Based on 09/12/2025 text)

SB 78 (Seyarto, R) Department of Transportation: report: state highway system: safety enhancements.

Introduced: 01/15/2025

Last Amended: 09/02/2025

Status: 10/13/2025 - Approved by the Governor. Chaptered by Secretary of State. Chapter 743, Statutes of 2025.

Summary: Would require the Department of Transportation to prepare a report evaluating current efforts and potential opportunities to streamline the processes and procedures for the delivery of safety enhancement projects on the state highway system, as specified. The bill would require the department to submit the report to the Legislature on or before January 1, 2027. (Based on 09/17/2025 text)

SB 598 (Durazo, D) Public contracts: local water infrastructure projects: Construction Manager/General Contractor project delivery method.

Introduced: 02/20/2025

Last Amended: 07/07/2025

Status: 10/11/2025 - Approved by the Governor. Chaptered by Secretary of State. Chapter 655, Statutes of 2025.

Summary: Current law defines the Construction Manager/General Contractor project delivery method (CM/GC method) as a project delivery method in which a construction manager is procured to provide preconstruction services during the design phase of a project and construction services during the construction phase of the project. Under current law, the method allows the contract for construction services to be entered into at the same time as the contract for preconstruction services or at a later time. Current law authorizes the Metropolitan Water District of Southern California to utilize the CM/GC method for regional recycled water projects or other water infrastructure projects under specified conditions. Pursuant to existing law, certain information required to be submitted as part of the CM/GC method is required to be verified under oath. Current law makes the provisions described above pertaining to the CM/GC method effective only until January 1, 2028, and inoperative as of that date. This bill would, until January 1, 2031, authorize a local agency, as defined, upon approval of its governing body, to similarly use the CM/GC method for a regional recycled water project or other water infrastructure project undertaken by the district to alleviate water supply shortages attributable to drought or climate change. The bill would require that authorization to apply to no more than 15 capital outlay projects for each local agency and would require a local agency to award a contract pursuant to the bill on a best value basis or to the lowest responsible bidder. (Based on 10/11/2025 text)

SB 671 (Cervantes, D) Pedestrian crossing signals.

Introduced: 02/20/2025

Status: 10/03/2025 - Chaptered by Secretary of State - Chapter 326, Statutes of 2025

Summary: Under current law, a pedestrian control signal showing a “WALK” or approved “Walking Person” symbol means a pedestrian may proceed across the roadway in the direction of the signal. Under existing law, a pedestrian facing a flashing “DON’T WALK” or “WAIT” or approved “Upraised Hand” symbol with a “countdown” signal, as specified, means a pedestrian may start crossing the roadway in the direction of the signal but requires the pedestrian to finish crossing prior to the display of the steady “DON’T WALK” or “WAIT” or approved “Upraised Hand” symbol, as specified. Upon the first placement or replacement of a traffic-actuated signal, as specified, current law requires that traffic-actuated signal to be installed and maintained to detect bicycle or motorcycle traffic on the roadway. For these purposes, current law defines a traffic-actuated signal as an official traffic signal, as specified, that displays one or more of its indications in response to traffic detected by mechanical, visual, electrical, or other means. Upon the first placement or replacement of a state-owned or -operated traffic-actuated signal, current law requires that the traffic-actuated signal to be installed and maintained to have a leading pedestrian interval (LPI) and include the installation, activation, and maintenance of an accessible pedestrian signal (APS) and detector that complies with certain sections of the California Manual on Uniform Traffic Control Devices (CA MUTCD). At crosswalks with state-owned or -operated traffic-actuated signals and pedestrian hybrid beacons with pedestrian signal heads, this bill would require the walk indication and other visual signals to comply with CA MUTCD. The bill would require these pedestrian signal heads to have an APS pushbutton or touch-free APS that activates “WALK” or “DON’T WALK” intervals and other visual signals at signalized intersections in nonvisual formats. The bill would require touch-free APS to be installed at new signalized pedestrian crossings on capital projects on the state highway system, encroachment projects, and highway maintenance-funded projects, as specified. The bill would require, as soon as practicable, all existing state-owned or -operated traffic signals located in certain areas to be identified and recorded in the Department of Transportation management system (TMS) inventory database to assist future annual operational review requirements and coordination with local agencies for delegated signals. The bill would require LPIs to be implemented at these existing state-owned or -operated traffic signals locations at the next opportunity for regularly scheduled operational reviews. (Based on 10/03/2025 text)

SB 720 (Ashby, D) Automated traffic enforcement system programs.

Introduced: 02/21/2025

Last Amended: 09/04/2025

Status: 10/13/2025 - Approved by the Governor. Chaptered by Secretary of State. Chapter 782, Statutes of 2025.

Summary: Current law authorizes the limit line, intersection, or other places where a driver is required to stop to be equipped with an automated traffic enforcement system if the governmental agency utilizing the system meets certain requirements, including identifying the system with signs and ensuring that the system meets specified criteria on minimum yellow light change intervals. Current law authorizes, until January 1, 2032, the Cities of Los Angeles, San Jose, Oakland, Glendale, and Long Beach, and the City and County of San Francisco to establish a speed safety system pilot program for speed enforcement that utilizes a speed safety system in specified areas, if the system meets specified requirements. Current law prescribes specified requirements for a notice of violation issued pursuant to these provisions, and requires a violation of a speed law that is recorded by a speed safety system to be subject only to a specified civil penalty. This bill would additionally authorize a city, county, or city and county to establish an automated traffic enforcement system program to use those systems to detect a violation of a traffic control signal, if the system meets specified requirements. The bill would require a violation of a traffic control signal that is recorded by an automated traffic enforcement system to be subject to escalating civil penalties, as specified. The bill would, among other things, provide for the issuance of a notice of violation, an initial review, an administrative hearing, and an appeals process, as specified, for a violation under this program. (Based on 09/18/2025 text)

MEMORANDUM

From: Townsend Public Affairs
Date: October 16, 2025
Subject: **Implementation Overview: SB 707 (Durazo): *The Brown Act Modernization Act***

SUMMARY

On October 3, 2025, Governor Gavin Newsom signed [SB 707](#) (Durazo) into law, enacting the most comprehensive set of amendments to the Ralph M. Brown Act in decades. The legislation restructures and expands the already complex statutory framework governing public access and remote participation in local government meetings.

SB 707 establishes two distinct implementation tracks that separately address accessibility requirements and teleconferencing flexibility. The first track imposes new open-meeting and language-access standards on “eligible legislative bodies”, requiring two-way remote public participation, real-time captioning, and translation of meeting agendas into applicable languages beginning July 1, 2026. These provisions are intended to strengthen inclusion and expand participation among residents with limited English proficiency, disabilities, or other barriers to in-person attendance.

The second track revises and extends the Brown Act’s alternative teleconferencing provisions through January 1, 2030, consolidating several temporary statutes adopted during and after the COVID-19 pandemic. It establishes a unified framework for remote participation under “just cause” and “emergency circumstances,” sets new operating rules for subsidiary and multijurisdictional bodies, and codifies updated accessibility and procedural safeguards for hybrid meeting formats.

This memorandum provides a technical overview of SB 707’s legislative background, key statutory changes, and anticipated implementation considerations for local agencies. While the bill advances the state’s goals of transparency and equitable participation, it also presents administrative and technological challenges, leaving many agencies with as many questions as new compliance obligations.

BACKGROUND

The Legislature advanced SB 707 (Durazo) in 2025 to address the impending expiration of several pandemic-era statutes that temporarily expanded local agency teleconferencing authority under the Ralph M. Brown Act. These emergency provisions, originally enacted to preserve public access during COVID-19, were scheduled to sunset on January 1, 2026, creating an urgent need for a unified and durable framework governing remote participation and hybrid meeting practices.

Earlier in the session, multiple bills sought to extend or modify specific portions of these expiring authorities. [AB 259](#) (Rubio) would have extended “just cause” and “emergency circumstance” teleconferencing flexibility through 2030; [AB 409](#) (Arambula) would have continued teleconferencing provisions for community college organizations; [AB 467](#) (Fong) would have

extended flexibility for Los Angeles neighborhood councils; and [SB 239](#) (Arreguín) proposed to authorize subsidiary bodies of local agencies to teleconference without publicly noticing each physical location.

Over the course of the legislative year, SB 707 underwent multiple rounds of negotiation and amendment between local government representatives, open-government and language-access advocates, and disability-rights stakeholders. In the final days of the legislative session, the author expressed hesitation to advance the measure amid ongoing stakeholder concerns particularly around automated translation allowances and the potential for inconsistent implementation among local agencies. To resolve these issues, Senator Durazo placed a non-binding letter in the Senate Journal committing to pursue additional technical and policy clean-up legislation in 2026 to refine and clarify portions of the new statutory scheme.

By consolidating the expiring teleconferencing authorities into a single statute and pairing them with enhanced public access and translation requirements, SB 707 establishes the foundation for a modernized, post-pandemic Brown Act framework while signaling that further legislative adjustments will be necessary in the coming year.

KEY STATUTORY CHANGES

New Obligations for “Eligible Legislative Bodies” (i.e., certain cities, counties, and special districts)

Beginning July 1, 2026, a broad range of cities, counties, and special districts will be required to comply with SB 707’s new public access, translation, and community-outreach standards. The law applies specifically to what it defines as “eligible legislative bodies,” a category that includes select small cities, medium and large cities, larger counties, and certain high-capacity special districts.

Under the statute, city councils are considered eligible if the city has a population of 30,000 or more residents. Likewise, county boards of supervisors in any county—or city and county—with a population of 30,000 or more are also covered. The law extends even further to capture smaller cities located within large counties: any city council within a county of 600,000 or more residents is subject to these new requirements, regardless of the city’s own population. This provision ensures that smaller municipalities within major metropolitan areas—such as those in Los Angeles, Orange, or Alameda Counties—are held to the same open-meeting and accessibility standards as their larger neighbors.

The legislation also brings certain special districts under the new framework, recognizing that some operate at a scale comparable to medium-sized cities. To qualify, a district must maintain an active public website and meet at least one of the following thresholds: it encompasses an entire county of 600,000 or more residents and employs over 200 full-time staff; it employs more than 1,000 full-time staff regardless of county size; or it has annual revenues exceeding \$400 million, adjusted annually for inflation after 2027, while employing at least 200 full-time staff.

In effect, the new rules apply to most general-purpose governments in California and to special districts with significant operational capacity or fiscal size. Smaller cities and districts that do not meet these criteria are not considered an “eligible legislative body” and are therefore exempt but may choose to comply voluntarily to enhance accessibility and public participation.

Providing two-way remote access with captioning and call-in options

SB 707 requires two-way public participation via telephonic **or** audiovisual platforms at all open meetings. If an audiovisual platform is used, a call-in option must also be offered, and the platform must include active captioning functionality.

- Adopted Policy Requirement.** Beginning July 1 2026, every eligible body must maintain a *broadcast restoration policy* describing (1) the steps to be taken if the audio, video, or call-in platform fails; (2) the responsible personnel or unit authorized to initiate corrective measures; and (3) the procedure for notifying the public and resuming the meeting once service is restored. The statute requires “good-faith efforts consistent with that policy,” rather than uninterrupted connectivity, thereby acknowledging practical limits while codifying a duty of prompt mitigation.
- One-Hour Recess Requirement During Access Disruptions:** Beginning July 1, 2026, if a disruption to the required two-way telephonic service or two-way audiovisual platform prevents the public from attending (i.e., hearing/seeing the meeting or offering remote comment), the body must recess open session and attempt to restore service for *at least one hour*, under a policy adopted in open session. Statute frames this as a *good-faith efforts* obligation tied to a written “disruption/restoration” policy. The statute requires at least one hour of good-faith restoration attempts; after that, the body may either continue the affected items to a time and place certain (announce on the record and post a brief notice), adjourn and re-notice the remaining agenda, or make specific findings on the record to allow for a continuance of the public meeting referencing public interest.

Translating agendas into specified languages

Beginning July 1, 2026, *eligible legislative bodies* must provide translated agendas for all open and public meetings if the “applicable languages” provision applies.

- Applicable Languages:** The bill defines “applicable languages” as languages spoken jointly by 20 percent or more of the applicable population, provided that 20 percent or more of the speakers of that language speak English less than “very well.” If more than three languages satisfy that threshold, the body limits “applicable languages” to the three languages spoken by the largest percentages of the population (excluding English). An eligible legislative body may adopt a different data source than the suggested American Community Survey framework if it makes a finding—supported by substantial evidence—that the alternate source is equally or more reliable for its jurisdiction.
- Translation Materials/Posting Requirements:** The agenda itself (not the entire agenda packet) must be translated into all applicable languages and posted concurrently with the English version under the Brown Act’s agenda-posting deadlines. Each translation of the agenda must also include instructions, in that language, for how to join the meeting via telephonic or internet-based service, including any registration requirements for public comment. Further, each eligible legislative body must maintain a publicly accessible location near where its official agenda is posted for the purpose of allowing members of the public to post additional translations of the agenda. Publicly posted agenda

translations are not required to adhere to posting timelines or contiguous display requirements as they are for the public agency.

- ***Automated Translations/Liability Protections:*** The bill explicitly states that the agency is not responsible for the content, accuracy, or legality of any such public-posted translations, nor for digital or machine translations that members of the public generate. Further, the bill states that no cause of action may be brought against an agency for inaccuracies in any translation—whether produced by the agency, a digital service, or the public.

Enhanced Community and Media Outreach Requirements

Beginning July 1, 2026, eligible legislative bodies must make reasonable efforts to invite participation from groups that historically do not take part in public meetings.

- ***Outreach Defined:*** Local agencies are expected to make outreach efforts that may include—but are not limited to—contacts with: media organizations providing news coverage within the jurisdiction, including ethnic and language-specific outlets serving non-English-speaking communities; and good-government, civil-rights, civic-engagement, neighborhood, and community-based organizations, particularly those active in or serving multilingual or historically marginalized communities.
- ***Discretion and Legal Safe Harbor:*** The statute provides that legislative bodies have “broad discretion” in determining what constitutes “reasonable efforts.” No cause of action may be brought against an agency for failing to contact any specific organization. This converts the outreach mandate into a good-faith, process-oriented obligation, not a requirement.

Summary Table: New Requirements for “Eligible Legislative Bodies”

Legislative Body Type	Population / Criteria	Two-Way A/V Required	Agenda Translation Required	Effective Dates	Notes
City Council (Full Legislative Body)	≥ 30,000	Yes	Yes	July 1, 2026 – January 1, 2030	“Eligible legislative body.” Must provide two-way telephonic or audiovisual participation, with real-time captioning.
	< 30,000	No	Yes	—	May voluntarily comply; still subject to general Brown Act notice and access standards.
County Board of Supervisors (Full Legislative Body) Special District Board (Full Legislative Body)	Any size, but located in county ≥ 600,000	Yes	Yes	July 1, 2026 – January 1, 2030	Automatically deemed eligible under population criteria.
	≥ 30,000 county population	Yes	Yes	July 1, 2026 – January 1, 2030	Applies to all counties meeting eligibility threshold.
	< 30,000 county population	No	Yes	—	May opt in voluntarily.
	Has an internet website and meets ≥ 1 of the following: (i) District boundaries include an entire county ≥ 600,000 and district has > 200 Full time employees (FTE) ; or (ii) District has > 1,000 FTE; or (iii) District has annual revenues > \$400M and > 200 FTE	Yes	Yes	July 1, 2026 – January 1, 2030	Excludes smaller or non-web-enabled districts.
	< 200,000 or no website	No	No	—	Not “eligible”; standard Brown Act continues to apply.

New Teleconferencing Flexibility Provisions for Subsidiary Bodies, Multijurisdictional Bodies, and Members of a Body with Qualifying Disabilities

SB 707 reorganizes and extends several temporary statutes enacted during and after the COVID-19 pandemic (e.g., AB 2449, AB 361), creating a single, standardized framework for remote participation by members of legislative bodies. These flexibility provisions, unlike the new standardized meeting requirements applied to all eligible legislative bodies, are applicable beginning January 1, 2026, and are subject to expiration on January 1, 2030. These flexibilities are applied to all Brown Act Subject bodies, upon election of use.

Disability Accommodation Flexibility

Effective Date: January 1, 2026 (no sunset tied to AB 2449 usage caps).

Scope: Beginning January 1, 2026, SB 707 establishes a permanent framework allowing members of legislative bodies to participate remotely as a reasonable accommodation for a qualifying disability. This flexibility—rooted in the Americans with Disabilities Act (ADA) and Government Code §11135—recognizes that physical or mental health limitations may impede in-person attendance, yet should not preclude full and equal participation in public decision-making. The new provision applies to all Brown Act legislative bodies, including city councils, boards of supervisors, special district boards, commissions, and multijurisdictional or subsidiary entities.

Procedural Requirements: Under this framework, an agency must adopt written procedures for processing accommodation requests and designate a responsible official, typically the city clerk or ADA coordinator, to evaluate and document them. Requests must be handled confidentially, and agencies may require only the minimal verification necessary to determine eligibility.

Once an accommodation is granted, the member's remote participation counts toward quorum at the in-person meeting site. The member must maintain both audio and visual presence throughout the meeting, except where an ADA-related limitation makes such participation infeasible. Importantly, this accommodation is not discretionary—once approved, it constitutes a civil-rights obligation.

Unlike the “just cause” or “emergency circumstance” pathways, there are no restrictions on the number of meetings a member may attend remotely, no geographic limits on participation, and no loss of compensation or stipend eligibility. Members participating remotely under an ADA accommodation are entitled to the same compensation as those attending in person.

Multijurisdictional Body Flexibility

Effective Date: January 1, 2026 (operative through January 1, 2030).

Scope: SB 707 incorporates new language that creates a standardized framework for *regional or intergovernmental legislative bodies* — such as councils of governments (COGs), metropolitan planning organizations (MPOs), or joint powers authorities (JPAs) — whose members reside and meet across multiple local jurisdictions.

Procedural Requirements: Each multijurisdictional body must identify a primary in-person meeting location that is open and accessible to the public and located within the jurisdictional boundaries of at least one constituent agency. The agenda must list each physical site within the collective jurisdiction where the public may attend and provide full telephonic and internet-based participation instructions, including any access codes and comment procedures. A quorum of members must participate from publicly accessible locations within the combined jurisdiction, with the minutes clearly noting which members participated remotely.

Remote members must maintain simultaneous audio and video presence throughout deliberations. Additionally, SB 707 establishes annual numeric caps on how often a member of a multijurisdictional body may participate remotely. If the body meets once per month or less, a member may attend remotely for up to two meetings per calendar year. If it meets twice per month, the cap increases to five; and if it meets three or more times per month, the cap rises to seven. All meetings held on the same calendar day count as one meeting for purposes of this limit.

Numeric Limits on Remote Attendance: SB 707 codifies fixed annual caps, consistent with the structure used for AB 2449 “just-cause” teleconferencing:

<i>Meeting Frequency</i>	<i>Maximum Remote Attendances per Calendar Year</i>
<i>Meets once per month or less</i>	2 meetings per year
<i>Meets twice per month</i>	5 meetings per year
<i>Meets three or more times per month</i>	7 meetings per year

Multiple meetings held on the same calendar day count as one meeting for these limits.

Geographic and Compensation Restrictions: The statute also introduces geographic and compensation restrictions. A member may participate remotely only if located more than 20 miles each way from the nearest publicly noticed meeting location. If a member participates from outside the body’s jurisdictional boundaries, they are ineligible to receive any meeting stipend, per diem, or attendance compensation for that session, unless the participation occurs under an ADA accommodation or a verified emergency circumstance. Remote participants must join from a publicly accessible location unless an exception applies.

Subsidiary Body Flexibility

Effective Date: January 1, 2026 (operative through January 1, 2030).

Scope: SB 707 further standardizes teleconferencing procedures for subsidiary or advisory bodies—such as planning commissions, oversight committees, and appointed boards—that serve in an advisory capacity to a legislative body. A subsidiary body is defined as one created by formal action of a legislative body that operates exclusively in an advisory capacity, cannot take final legislative or fiscal action, and does not oversee elections, budgets, taxes, policing, privacy, or library access.

Procedural Requirements: Before a subsidiary body may use teleconferencing, the parent legislative body must first formally authorize it by resolution or policy. An eligible subsidiary body must designate one physical meeting location within the jurisdiction (open to the public) and have

at least one staff member present there, but the statute does not require a quorum of members to be physically present.

Members participating remotely must maintain real-time, two-way communication for the duration of the meeting, unless the member has a physical or mental condition meeting ADA disability criteria that results in a need to participate off camera. Further, the bill removes the prior requirement to publicly notice each remote location—one of the most cumbersome elements of pre-pandemic law.

SB 707 requires each subsidiary body to reauthorize its use of teleconferencing every six months by majority vote, confirming that the practice continues to serve the public interest.

Summary Table: Teleconferencing Flexibilities under SB 707

Flexibility Type	Effective Date	Eligible Bodies	Key Requirements	Limits / Conditions	Sunset
Disability Accommodation	Jan 1, 2026	Any Brown Act legislative body member with qualifying ADA disability	Written ADA policy; confidential handling; counts toward quorum; audio/video exceptions granted	No frequency or distance limits; same compensation as in-person	None (permanent)
Multijurisdictional Body	Jan 1, 2026	COGs, JPAs, regional boards	Quorum in jurisdiction; remote A/V; agenda access instructions	2/5/7 per-year cap; >20-mile rule; no pay if outside jurisdiction	Jan 1, 2030
Subsidiary Body	Jan 1, 2026	Advisory or subordinate committees	Authorized by parent body; one in-person site; camera-on; six-month reauthorization	No numeric cap; No in person quorum requirement	Jan 1, 2030

IMPLEMENTATION RECOMMENDATIONS

The passage of SB 707 marks the most significant modernization of the Brown Act in decades. Its provisions—ranging from expanded public access and language requirements to restructured teleconferencing rules—require coordinated implementation across policy, technology, and administrative systems. To comply with the new mandates, agencies should begin preparation in early 2026, ahead of the law’s phased effective dates: January 1, 2026 for teleconferencing flexibilities and July 1, 2026 for accessibility and language-access standards.

Policy Integration

Each local agency should review and consolidate its existing Brown Act and teleconferencing policies into a single modernization framework that distinguishes between:

- *New general meeting requirements for eligible legislative bodies*, including public-access and language-access requirements (captioning, two-way participation, translations, outreach); and
- *Expanded and updated remote-participation rules for members* (disability, just cause, emergency, subsidiary, and multijurisdictional).

Municipal clerks or board secretaries should be designated as the compliance officers responsible for meeting postings, translation, and tracking of remote participation. Outdated resolutions referencing AB 2449 or prior emergency provisions should be repealed and replaced by mid-2026.

Technology and Accessibility

Eligible agencies must ensure that meeting platforms provide two-way participation, real-time captioning, and call-in options. IT and municipal clerk staff should test broadcast-restoration protocols, including the required one-hour recess in case of service failure. A centralized public-meetings webpage should host agendas, participation links, translated materials, captioning instructions, and notices of disruptions.

Language Access and Outreach

Beginning July 1, 2026, eligible legislative bodies must translate agendas into languages spoken by at least 20 percent of residents with limited English proficiency, up to three languages, and post them concurrently with the English version. Agencies should contract translation services and/or designate translation software, establish workflow timelines, and designate a posting area where community members may provide voluntary translations. New outreach obligations also require good-faith engagement with local media and community organizations serving non-English-speaking and underrepresented groups. Documentation of outreach efforts will demonstrate compliance.

Teleconferencing Framework

Starting January 1, 2026, agencies must operationalize the new teleconferencing tracks:

- **Disability accommodations:** Integrate ADA-based remote participation into existing procedures, maintaining confidentiality and treating participation as a civil-rights obligation.
- **Just cause and emergency circumstances:** Adopt written rules defining eligible situations, notice procedures, and annual numeric limits (2/5/7 meetings per year depending on frequency).
- **Subsidiary bodies:** Authorize teleconferencing by resolution, require one in-person site, reauthorize use every six months, and document participation by roll call.
- **Multijurisdictional bodies:** Establish policies codifying attendance caps, the 20-mile distance rule, and compensation restrictions for out-of-jurisdiction remote attendance.

Ultimately, SB 707 implementation will require agencies to modernize meeting technology, strengthen accessibility systems, and institutionalize remote-participation controls. Early

integration of policy, technology, and legal functions will minimize risk and transform compliance into a broader investment in open and inclusive local governance.

Local agencies are encouraged to coordinate and consult their city attorneys, municipal clerks, and technology staff to review and implement SB 707 provisions. Additional compliance assistance will likely be provided from municipal law firms, and organizations such as the [California Municipal Clerks Association](#), [League of California Cities](#), [California Special Districts Association](#), and [California State Association of Counties](#).