

Administration and Finance Committee
Summary Minutes
July 5, 2011

The meeting was called to order at 3:00 p.m. at the City of Pleasant Hill offices.
Those in attendance were:

Board of Director Gregg Manning
Board of Director Jack Weir

Staff: General Manager Rick Ramacier
Director of Finance Kathy Casenave
Director of Planning & Marketing Anne Muzzini

1. Adoption of the Agenda- Approved.
2. Public Communication- None.
3. Summary Minutes of June 7, 2011- Approved.
4. Resolution authorizing Application for 2011 Prop 1B California Transit Security Grant Program (TSGP) Funds- Director Muzzini reported that CCCTA is allocated \$116,919 in funding each year for capital projects related to security. Last year the A&F Committee and the Board authorized an application for perimeter security improvements and this year staff is asking for approval for the same project scope. The security project can include facility lighting, fencing, gates and cameras. Staff will bring back a complete report on the funding and security projects so that the committee and the board will have an opportunity to revise the program. Approved.
5. Closed Session:- Conference with Labor Negotiator Pat Glenn, Esq. (pursuant to Government Code Section 54957.6) regarding Teamsters Union Local 856, AFL-CIO. The committee reported in open session that no decisions had been made and that a closed session will be held at the July 21 Board of Directors meeting.
6. Legal Services statement, March/April/May 2011, Labor- Approved.
7. Review of Vendor Bills, June 2011- The committee reviewed the vendor bills.
8. Adjournment- The meeting was adjourned. The next meetings will be Wednesday, August 3 at 3:00 p.m. and Tuesday September 6 at 9:00 a.m. at the City of Pleasant Hill offices.


Kathy Casenave, Director of Finance