

**Administration and Finance Committee
Summary Minutes
August 7, 2012**

The meeting was called to order at 9:00 a.m. at the Walnut Creek offices of Hanson Bridgett. Those in attendance were:

Board of Director Al Dessayer
Board of Director Candace Andersen
Staff: General Manager Rick Ramacier
Director of Transportation Bill Churchill
Director of Finance Kathy Casenave
Legal Counsel Pat Glenn
Guest: Ralph Hoffman

1. Adoption of the Agenda- Approved.
2. Public Communication- Mr. Hoffman made comments about the trolley bus bell not being run by operator because it hurt his arm; two bus stops in Walnut Creek, and the proposed transit village in Walnut Creek.
3. Summary Minutes of July 12, 2012- Approved.
4. Closed Session: Conference with Labor Negotiator (pursuant to Government Code Section 54957.6 regarding Amalgamated Transit Union, Local 1605; Machinists Automotive Trades District Lodge No. 1173; Teamsters Union, Local 856, AFL-CIO, Transit Supervisors- The committee met with the General Manager Ramacier and Legal Counsel Pat Glenn in closed session and reported back in open session that no decisions had been made.
5. Prop 1B California Transit Security funding- General Manager Ramacier reported that the CCCTA has received \$116,919 for 2012. CCCTA has received the same amount since 2008. The 2011 grant was approved for on-board cameras and staff if requesting that the 2012 grant be used for on-board cameras also. The Committee will recommend to the Board that the 2012 grant be approved for on-board security cameras. Approved.
6. Cycle 3 Lifeline Project Funding- MTC has established a Lifeline Transportation Program to assist in funding projects that improve the mobility for low-income residents. On behalf of MTC the Contra Costa Transportation Authority conducted a competitive call for projects and CCCTA was successfully in obtaining \$720,000 for use to preserve the frequency and coverage on routes 14, 11, 16, 18, 19, 314 and 316. CCCTA will also receive \$484,534 to be used for capital projects. The Committee will recommend to the Board that the grants be approved.
7. Legal Services, May/June 2012 Labor, June 2012 General- The committee approved the legal services invoice.
8. Review of Vendor Bills, July 2012- The committee reviewed the vendor bills.
9. Adjournment- The meeting was adjourned. The next meeting will be Tuesday, September 4 at 9:00 am at the Hanson Bridgett offices in Walnut Creek.