

Administration and Finance Committee
Summary Minutes
November 17, 2016

The meeting was called to order at 8:30 a.m. on the 3rd Floor Conference Room at County Connection. Those in attendance were:

Committee Members:	Director Al Dessayer Director Don Tatzin Director Sue Noack Director Candace Anderson
Staff:	General Manager Rick Ramacier Director of Finance Erick Cheung

1. Approval of Agenda- Approved.
2. Public Communication- None.
3. Approval of Minutes of October 5, 2016- Approved.
4. Closed Session:
Liability Claims (Government code Section 54956.95) Claim against Central Contra Costa Transit Authority;
Claimant: Thelma Everett
5. Open Session: Report of Action taken in Closed Session- Direction was given for disposition of claim with Thelma Everett.
6. Consideration to Approve Agreement between County Connection and The Center for Transportation and the Environment (CTE) and forward to the Board Resolution No. 2017-006 for approval. – General Manager Ramacier provided a summary of the Low-No grant received from the FTA. CTE will assist in the replacement of four diesel buses with four battery electric buses. These four buses will be built and work exactly as the four recently produced electric trolleys sans the trolley skin. CTE will assist in technology evaluation, project management and planning, an evaluation of which routes would be the most effective and efficient for four battery electric buses to run on within our system, and to assist us in working with the utilities and FTA. The agreement with CTE will be written to not exceed \$390,000. The Low-No grant includes the \$390,000 budgeted for the agreement. Committee approved Agreement and Resolution No. 2017-006 for Board approval.
7. Review of Vendor Bills, October 2016- Reviewed.
8. Legal Services Statement, August 2016, General & Labor- Approved.
9. Adjournment- The meeting was adjourned. The next meetings will be tentatively scheduled for Wednesday, December 7th at 9:00 a.m at the Walnut Creek offices of Hanson Bridgett.

Erick Cheung, Director of Finance