

INTER OFFICE MEMO

Administration and Finance Committee
Summary Minutes
August 6, 2019

The meeting was called to order at 9:00 a.m. at 1676 North California Blvd in Walnut Creek. Those in attendance were:

Committee Members:	Director Al Dessayer Director Don Tatzin Director Kevin Wilk
Staff:	General Manager Rick Ramacier Chief Financial Officer Erick Cheung Director of Planning Ruby Horta

1. Approval of Agenda- Approved
2. Public Communication- None
3. Approval of Minutes of July 2, 2019- Approved.
4. FY 19-20 SB1 State of Good Repair Funds – Director Horta reported Senate Bill 1 (SB1) provides approximately \$107 million annually to transit operators for eligible transit maintenance, rehabilitation and capital projects. These funds are referred to as State of Good Repair (SGR). The SGR Program is funded from a portion of a new Transportation Improvement fee on vehicle registrations. Based on the State Controller’s Office (SCO) allocation estimate, County Connection is eligible to receive \$118,205. Eligible projects for SGR funding include security equipment and systems, as well as preventative maintenance. Our goal is to use SGR funds to support the ongoing maintenance of our onboard technology. Staff recommends applying for a grant amount of \$118,205 in FY 2019-20 SGR funds to pay for the ongoing maintenance expenses related to the ITS systems. The committee recommends approval to apply for the grant of \$118,205 in SGR funds to pay for ongoing maintenance expenses to the Board of Directors on consent.
5. Review of Vendor Bills, July 2019- Reviewed.
6. Legal Services Statement, May 2019 Labor, February and June 2019 General - Approved.
7. Adjournment- The meeting was adjourned. The next meeting is set for scheduled for Wednesday 9:00 am September 11th and October 1st in Walnut Creek.

Erick Cheung, Chief Financial Officer