

Administration and Finance Committee
Summary Minutes
August 7, 2013

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

Committee Members: Director, Board Al Dessayer
Staff: General Manager Rick Ramacier
Director of Finance Kathy Casenave
Director of Planning Anne Muzzini

Public: Ralph Hoffman

1. Adoption of the Agenda- Approved.
2. Public Communication- Mr. Hoffman noted a newspaper article referencing a fare evasion problem at Tri Delta and how the switch to electronic tickets has solved the problem.
3. Summary Minutes of July 3, 2013 meeting- Approved.
4. Mid-Day Free Fares for Senior and Disabled- Director Muzzini reported that the Marketing and Operations Committee is interested in bringing back the mid-day free fare for seniors and disabled that was discontinued in 2009 when a significant drop in tax revenue resulted in service cuts and fare increases.
The rationale for doing so would be to encourage this category of riders to use the fixed route system rather than the Paratransit service and shift more riders to non-peak times. The decrease in fare revenue would be about \$70,000 annually.
The downside is that no other transit properties in the Bay Area are offering this and there is a push to providing more fare coordination in the region.
The Committee decided to forward this to the Board for directors input.
5. Review of Vendor Bills, July 2013- The committee reviewed the vendor bills.
6. Legal Services Statement, May 2013, Labor; June 2013 General - Approved.
7. Adjournment- The meeting was adjourned. The next meetings will be August 28 and October 8 at 9:00 am at the Hanson Bridgett offices in Walnut Creek.

Kathy Casenave, Director of Finance