

# County Connection

2477 Arnold Industrial Way    Concord, CA 94520-5326    (925) 676-7500    countyconnection.com

## **ADMINISTRATION & FINANCE COMMITTEE MEETING AGENDA**

**Wednesday, August 7, 2013  
9:00 a.m.**

**Hanson Bridgett  
1676 North California Blvd., Suite 620  
Walnut Creek, California**

The committee may take action on each item on the agenda. The action may consist of the recommended action, a related action or no action. Staff recommendations are subject to action and/or change by the committee.

1. Approval of Agenda
2. Public Communication
3. Approval of Minutes of July 3, 2013 Meeting\*
4. Mid-Day Free for Senior and Disabled \*
5. Review of Vendor Bills, July 2013\*\*
6. Legal Services Statement, May 2013- Labor, June 2013-General\*\*
7. Adjournment

---

\*Enclosure

\*\*Enclosure for Committee Members

FY2013/2014 A&F Committee

Al Dessayer – Moraga, Laura Hoffmeister – Concord, Gregg Manning - Clayton

Clayton • Concord • Contra Costa County • Danville • Lafayette • Martinez  
Moraga • Orinda • Pleasant Hill • San Ramon • Walnut Creek

**CENTRAL CONTRA COSTA TRANSIT AUTHORITY**

## General Information

**Public Comment:** Each person wishing to address the committee is requested to complete a Speakers Card for submittal to the Committee Chair before the meeting convenes or the applicable agenda item is discussed. Persons who address the Committee are also asked to furnish a copy of any written statement to the Committee Chair. Persons who wish to speak on matters set for Public Hearings will be heard when the Chair calls for comments from the public. After individuals have spoken, the Public Hearing is closed and the matter is subject to discussion and action by the Committee.

A period of thirty (30) minutes has been allocated for public comments concerning items of interest within the subject matter jurisdiction of the Committee. Each individual will be allotted three minutes, which may be extended at the discretion of the Committee Chair.

**Consent Items:** All matters listed under the Consent Calendar are considered by the committee to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a committee member or a member of the public prior to when the committee votes on the motion to adopt.

**Availability of Public Records:** All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body, will be available for public inspection at 2477 Arnold Industrial Way, Concord, California, at the same time that the public records are distributed or made available to the legislative body. The agenda and enclosures for this meeting are posted also on our website at [www.countyconnection.com](http://www.countyconnection.com).

**Accessible Public Meetings:** Upon request, County Connection will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service so that it is received by County Connection at least 48 hours before the meeting convenes. Requests should be sent to the Assistant to the General Manager Lathina Hill, at 2477 Arnold Industrial Way, Concord, CA 94520 or [hill@cccta.org](mailto:hill@cccta.org).

**Shuttle Service:** With 24-hour notice, a County Connection LINK shuttle can be available at the nearest BART station for individuals who want to attend the meeting. To arrange for the shuttle service, please call Robert Greenwood – 925/680 2072, no later than 24 hours prior to the start of the meeting.

### Currently Scheduled Board and Committee Meetings

Board of Directors:	Thursday, August 15, 9:00 a.m., CCCTA Board Room
Administration & Finance:	Wednesday, September 4, 9:00 a.m. 1676 N. California Blvd., S620, Walnut Creek
Advisory Committee:	Friday, September 13, 9:30 a.m., CCCTA Board Room
Marketing, Planning & Legislative:	Thursday, September 5, 8:00 a.m., 3338 Mt. Diablo Blvd. Lafayette, CA
Operations & Scheduling:	Friday, September 6, 8:00 a.m., Walnut Creek City Offices

**The above meeting schedules are subject to change. Please check the County Connection Website ([www.countyconnection.com](http://www.countyconnection.com)) or contact County Connection staff at 925/676-1976 to verify date, time and location prior to attending a meeting.**

**This agenda is posted on County Connection's Website ([www.countyconnection.com](http://www.countyconnection.com)) and at the County Connection Administrative Offices, 2477 Arnold Industrial Way, Concord, California**

Administration and Finance Committee  
Summary Minutes  
June 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  
Director, Board Gregg Manning  
Staff: General Manager Rick Ramacier  
Director of Transportation Bill Churchill  
DBE Officer Kristina Vassallo  
Legal Counsel Pat Glenn

1. Adoption of the Agenda- Approved.
2. Public Communication- None.
3. Summary Minutes of July 3, 2013 meeting- Approved.
4. Disadvantaged Business Enterprise (DBE) Overall Goal for FY 2014 through FY 2016- Dristina Vassallo reported that CCCTA is required to establish a three year overall DBE goal for FY 2014-FY 2016 because it is a recipient of federal financial assistance. The A&F Committee authorized staff to begin the public review at its May 1, 2013 meeting. Public notices were published and posted in various locations. No requests from the public were received. Staff is recommending that the DBE overall goal of 7% be adopted. Approved to forward to the Board of Directors.
5. Closed Session: Conference with Labor Negotiator (pursuant to Government Code Section 54957.6) Employee Organizations: Amalgamated Transit Union, Local 1605; Teamsters Union, Local 856, AFL-CIO, Transit Supervisors-  
The committee met in closed session with Counsel Pat Glenn and reported back in open session that no decisions had been made.
6. Review of Vendor Bills, June 2013- The committee reviewed the vendor bills.
7. Legal Services Statement, April 2013 General - Approved.
8. Adjournment- The meeting was adjourned. The next meetings will be August 7 and August 28 at 9:00 am at the Hanson Bridgett offices in Walnut Creek.

---

Rick Ramacier, General Manager

To: Administration and Finance Committee  
From: Anne Muzzini, Director of Planning & Marketing

Date: July 26, 2013  
Reviewed by:

---

**Subject:** Mid-Day Free for Senior and Disabled

---

### **Summary of Issues:**

Prior to the 2009 service cuts and fare increase seniors (65 yrs) and people with disabilities could ride the fixed route system between 10 and 2 for free. This encouraged them to use fixed route instead of the LINK paratransit service and it encouraged them to use the system during non-peak times when there is more capacity.

The percentage of the total ridership that are seniors and disabled hasn't changed from 2007-08 to 2011-12 and has been stable at 11% of the total. The volume has dropped however due to the service cuts. Prior to the cuts we carried 492,636 seniors and disabled and last year the number was 339,577. When there was a mid-day free fare; approximately half rode during the mid-day and took advantage of the free fare.

The Marketing and Operations Committee is interested in bringing back the mid-day free fare for seniors and disabled and even expanding it to a broader time window – 10am to 3pm. To determine the financial impact we used the Ridecheck software to sort fare payment method by time of day. Fares collected from the senior discount cash fare, the 20 ride senior punch pass, and the senior BART transfer, between the hours of 10am and 2pm totaled 2% of the total fare revenues. This represents \$70,000 of fare revenue out of a total of \$3,500,000 annually.

### **Clipper and Mid-Day Free Fares:**

Because Clipper will only be used by people paying a fare; free fare riders won't be using the Clipper when they board the bus. The same is true on the WC Trolley; because it's free no one will use their Clipper card when boarding.

### **Peer Systems with Mid-Day Free Category for Senior and Disabled**

An internet search of fares for fifteen peer operators was done and surprisingly none of them had a mid-day free fare for seniors and disabled. Systems included in the survey were Tri Delta Transit, WestCat, Wheels, Muni, AC Transit, VTA (Santa Clara), Golden Gate (Marin), DART (Dallas), King County Metro (Seattle), Community Transit, Pierce Transit, TriMet (Portland), Santa Cruz, and Monterey. The Dallas system does offer free

service all day to those who are determined to be eligible for ADA service. This assures them that the free rides are going to those who would otherwise have used the more expensive ADA service.

**Recommendation:**

Consider re-instating the mid-day free fare for seniors and people with disabilities at a cost of \$70,000 a year. The benefits would include; positive public opinion about County Connection, shifting of ridership to non-peak times, and encouraging frail riders to stay on fixed route as opposed to transferring to the LINK paratransit system. The downside is that no one else seems to be doing it and we are in a period where fare coordination and simplicity is a regional priority.