

Administration and Finance Committee
Summary Minutes
January 8, 2014

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 Robert Storer
Director Don Tatzin
Director Gregg Manning

Staff: General Manager Rick Ramacier
Director of Finance Kathy Casenave
Director of Transportation Bill Churchill
Legal Counsel Shayna van Hoften

Guest: Ralph Hoffmann

1. Approval of Agenda- Approved
2. Public Communication- Mr. Hoffmann stated that there are some routes that could be tweaked to be more convenient to passengers.
3. Approval of Minutes of January 8, 2014- Approved
4. Closed Session: Conference with Legal Counsel – Anticipated Litigation, Government Code Section 54956.9, Initiation of one potential claim
The Committee met in closed session and reported in open session that direction was given to staff but no decision had been made.
5. Analysis of Fixed Route Fares from July-September 2013- Director Casenave reviewed the various categories of fares and noted that the BART Plus fares were substantially less than the prior year due to the migration of the larger transit operators to Clipper.
6. Review of Vendor Bills, December 2013- Reviewed.
7. Legal Services Statement, October /November-General, October-Labor- Approved.
8. Adjournment. The meeting was adjourned and the next meetings were set for Feb 5 and March 4.

Kathy Casenave, Director of Finance