

Administration and Finance Committee
Summary Minutes
August 12, 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 Al Dessayer Director Don Tatzin Director Gregg Manning
Staff:	General Manager Rick Ramacier Director of Finance Kathy Casenave Director of Planning Anne Muzzini
Guest:	Ralph Hoffmann

1. Approval of Agenda- Approved.
2. Public Communication- Mr. Hoffmann spoke of the need for bus operators to have some training in mental illness because some bus riders are homeless and there is a higher proportion of mental illness in that group.
3. Approval of Minutes of July 2, 2014- Approved.
4. PARS OPEB Trust FY 2014 Investment rate of return- Director Casenave reported that the OPEB trust earned 9.11% in FY 2014. The 3 year average was 6.41%. This is more than the 5.5% rate used in the actuarial valuation report. The balance in the fund at June 30 was \$1,634,255.
5. City of Walnut Creek Agreement for Free Route #5- Director Muzzini reported that Route #5 has been analyzed and staff believes that increasing the directness and frequency will increase productivity. The City of Walnut Creek has voted to support the new Route #5 in the amount of \$55,000 annually to provide citizens with free fares. The agreement will be reviewed at the end of the first year. Staff requests that the committee support Board approval authorizing the General Manager to enter into an agreement for the fare subsidy with the City of Walnut Creek. Approved.
6. Continuation of the Senior and Disabled Mid-day Free Fare Program- Director Muzzini reported that, during the pilot period of December 2013 to June 2014, over 75,000 senior and disabled riders have utilized the free mid-day fare program. The program has drawn praise from groups representing seniors and those with disabilities, including the Contra Costa Transportation Authority's Paratransit Coordinating Council. Staff recommends that County Connection continue this program requests that the committee forward to the Board with a recommendation of approval. Approved.
7. Review of Vendor Bills, July 2014- Reviewed.
8. Legal Services Statement, May and June 2014, General and Labor- Approved.
9. Adjournment- The meeting was adjourned. The next meetings will be September 2 and October 1.