



Bay Area Metro Center
375 Beale Street
San Francisco, CA 94105

Meeting Minutes

Bay Area Headquarters Authority

Sue Noack, Chair Stephanie Moulton-Peters, Vice Chair

Wednesday, May 28, 2025

10:00 AM

Board Room - 1st Floor

Roster:

**Sue Noack (Chair), Stephanie Moulton-Peters (Vice Chair),
Margaret Abe-Koga, Amber Manfree, Nate Miley, Gina Papan**

Vice Chair Moulton-Peters called the meeting to order.

1. Call to Order / Roll Call / Confirm Quorum

Present: 5 - Commissioner Abe-Koga, Commissioner Manfree, Commissioner Miley, Vice Chair
Moulton-Peters and Commissioner Papan

Absent: 1 - Chair Noack

2. Chair's Report

There was nothing to report.

3. Consent Calendar

Upon the motion by Commissioner Abe-Koga and seconded by Commissioner Papan, the Authority unanimously approved the Consent Calendar by the following vote:

Aye: 5 - Commissioner Abe-Koga, Commissioner Manfree, Commissioner Miley, Vice Chair
Moulton-Peters and Commissioner Papan

Absent: 1 - Chair Noack

3a. [25-0616](#) Approval of the Authority Minutes of the April 23, 2024 meeting

Action: Authority Approval

3b. [25-0617](#) Fiscal Year (FY) 2024-25 Bay Area Headquarters Authority (BAHA)
Statement of Revenues and Expenses for the Period Ended March 31,
2025 (Unaudited)

Action: Information

Presenter: Grace Martinez

4. Authority Approval

- 4a. [25-0303](#) Contract Amendment - Webcasting Production Services: Network Television Time Inc. (NTT) (\$6,542,358)

Authorization to negotiate and enter into a contract amendment in an amount not to exceed \$6,542,358 with Network Television Time Inc. (NTT) to provide webcasting, agenda management, closed captioning services, event support, and Bay Area Metro Center (BAMC) audio-visual (AV) equipment maintenance/replacement for a three-year period from July 1, 2025, through June 30, 2028.

Action: Authority Approval

Presenter: Jess Thomas

Upon the motion by Commissioner Abe-Koga and seconded by Commissioner Papan, the Authority unanimously approved the contract amendment with Network Television Time Inc. (NTT). The motion carried by the following vote:

Aye: 5 - Commissioner Abe-Koga, Commissioner Manfree, Commissioner Miley, Vice Chair Moulton-Peters and Commissioner Papan

Absent: 1 - Chair Noack

5. Authority Information

- 5a. [25-0621](#) Draft Bay Area Headquarters Authority (BAHA) Fiscal Year (FY) 2025-26 Operating and Capital Budget

An informational presentation to the Authority of the Draft BAHA FY 2025-26 Operating and Capital Budgets.

Action: Information

Presenter: Ilesha Spencer

Derek Hansel gave the report.

6. Public Comment / Other Business

7. Adjournment / Next Meetings:

The next regular meeting of the Bay Area Headquarters Authority is scheduled to be held at the Bay Area Metro Center, 375 Beale Street, San Francisco on Wednesday, June 25, 2025