Metropolitan Transportation Commission

Meeting Agenda

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

Administration Committee

Committee Members:

Federal D. Glover, Chair ***Jeannie Bruins, Vice Chair***

Carol Dutra-Vernaci, Nick Josefowitz, Gina Papan, Hillary Ronen, Libby Schaaf, Amy R. Worth
Non-Voting Member: Tony Tavares

Wednesday, November 13, 2019 **9:35 AM** **Board Room - 1st Floor**

This meeting is scheduled to be webcast live on the Metropolitan Transportation Commission's Website: http://mtc.ca.gov/whats-happening/meetings and will take place at 9:35 a.m. or immediately following the 9:30 a.m. BATA Oversight Committee meeting.

1. Roll Call/Confirm Quorum

Quorum: A quorum of this committee shall be a majority of its regular non-ex-officio voting members (5).

2. Consent Calendar

2a. 19-1142 Minutes of the October 9, 2019 meeting

Action: Committee Approval

Attachments: 2a_10-09-2019_Draft_Administration_Minutes.pdf

2b. 19-1172 Investment Report for August 2019

Action: Information

Presenter: Catherine Cam

Attachments: 2b_Investment_Report_August'2019.pdf

2c. 19-1173 MTC Financial Statements for August 2019

Action: Information

Presenter: Raymond Woo

Attachments: 2c_Financial_Statement_August'2019.pdf

2d. 19-1174 Monthly Travel Report

Action: Information

Presenter: Raymond Woo

Attachments: 2d_Monthly_Travel_Report.pdf

2e. 19-1104 MTC Resolution No. 1198, Revised - Revisions to MTC's Conflict of Interest Code to Update List of Designated Positions - Release for Public Comment

Action: Committee Approval

Presenter: Leslie Miessner

Attachments: 2e_Reso-1198_COIC_Revisions.pdf

2f. 19-1182 Funding Agreement Supplement with BART- FTA 5304 Strategic Partnerships Grant for BART Metro 2030 and Beyond ($466,559)

Action: Committee Approval

Presenter: Anup Tapase

Attachments: 2f_BART_Funding_Agreement_Supplement.pdf

3. Approval

3a. 19-1183 MTC Resolution No. 4173, Revised - Statement of Investment Policy for MTC Fund Management

A request for approval of the renewal of the MTC Statement of Investment Policy (MTC Resolution No. 4173, Revised) with a suggested change to authorize new Bond Repurchase accounts (Section VIII).

Action: Commission Approval

Presenter: Brian Mayhew

Attachments: 3a_Reso-4173_Investment_Policy.pdf

3b. 19-1184 MTC Resolution No. 4265, Revised - MTC Debt Policy Issuance and Management

A request to refer MTC Resolution No. 4265, Revised to the Commission for approval authorizing the renewal of the Debt Policy for MTC and all MTC affiliated agencies as well as ABAG.

Action: Commission Approval

Presenter: Brian Mayhew

Attachments: 3b_Reso-4265_MTC_Debt_Policy.pdf

3c. 19-1204 MTC Resolution No. 4371, Revised - MTC FY 2019-20 Agency Budget Amendment

A request to refer MTC Resolution No. 4371, Revised to the Commission for approval approving an increase of $1,193,572 to the MTC FY 2019-20 agency budget.

Action: Commission Approval

Presenter: Brian Mayhew

Attachments: 3c_Reso-4371_MTC_FY-2019-20_Agency_Budget_Amendment.pdf

4. Public Comment / Other Business

5. Adjournment / Next Meeting

The next meeting of the Administration Committee is scheduled to be held on December 11, 2019 at 9:35 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA 94105.

Public Comment: The public is encouraged to comment on agenda items at Committee meetings by completing a request-to-speak card (available from staff) and passing it to the Committee secretary. Public comment may be limited by any of the procedures set forth in Section 3.09 of MTC's Procedures Manual (Resolution No. 1058, Revised) if, in the chair's judgment, it is necessary to maintain the orderly flow of business.

Meeting Conduct: If this meeting is willfully interrupted or disrupted by one or more persons rendering orderly conduct of the meeting unfeasible, the Chair may order the removal of individuals who are willfully disrupting the meeting. Such individuals may be arrested. If order cannot be restored by such removal, the members of the Committee may direct that the meeting room be cleared (except for representatives of the press or other news media not participating in the disturbance), and the session may continue.

Record of Meeting: Committee meetings are recorded. Copies of recordings are available at a nominal charge, or recordings may be listened to at MTC offices by appointment. Audiocasts are maintained on MTC's Web site (mtc.ca.gov) for public review for at least one year.

Accessibility and Title VI: MTC provides services/accommodations upon request to persons with disabilities and individuals who are limited-English proficient who wish to address Commission matters. For accommodations or translations assistance, please call 415.778.6757 or 415.778.6769 for TDD/TTY. We require three working days' notice to accommodate your request.

可及性和法令第六章：MTC 根據要求向希望來委員會討論有關事宜的殘疾人士及英語有限者提供服務/方便。需要便利設施或翻譯協助者，請致電 415.778.6757 或 415.778.6769 TDD / TTY。我們要求您在三個工作日前告知，以滿足您的要求。

Acceso y el Titulo VI: La MTC puede proveer asistencia/facilitar la comunicación a las personas discapacitadas y los individuos con conocimiento limitado del inglés quienes quieran dirigirse a la Comisión. Para solicitar asistencia, por favor llame al número 415.778.6757 o al 415.778.6769 para TDD/TTY. Requerimos que solicite asistencia con tres días hábiles de anticipación para poderle proveer asistencia.

Attachments are sent to Committee members, key staff and others as appropriate. Copies will be available at the meeting.

All items on the agenda are subject to action and/or change by the Committee. Actions recommended by staff are subject to change by the Committee.

MTC's Chair and Vice-Chair are ex-officio voting members of all standing Committees.