Metropolitan Transportation Commission

Meeting Minutes

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

Administration Committee

Committee Members:

Federal D. Glover, Chair ***Alfredo Pedroza, Vice Chair***

Jeannie Bruins, Carol Dutra-Vernaci, Nick Josefowitz, Jane Kim, Libby Schaaf, Warren Slocum, Amy R. Worth
Non-Voting Member: Tony Tavares

Wednesday, December 12, 2018 **9:35 AM** **Board Room - 1st Floor**

Call Meeting to Order

1. Roll Call/Confirm Quorum

Present: 5 - Commissioner Bruins, Commissioner Dutra-Vernaci, Commissioner Kim, Vice Chair Pedroza and Commissioner Worth

Absent: 4 - Chair Glover, Commissioner Josefowitz, Commissioner Schaaf and Commissioner Slocum

Non-Voting Member Absent: Commissioner Tavares
Ex Officio Voting Members Present: Commission Chair Mackenzie, and Commission Vice Chair Haggerty
Ad Hoc Non-Voting Members Present: Commissioner Aguirre, Commissioner Cortese, Commissioner Giacopini, Commissioner Halsted, and Commissioner Pierce

2. Consent Calendar

Approval of the Consent Calendar

Upon the motion by Commissioner Dutra-Vernaci and the second by Commissioner Worth, the Consent Calendar was unanimously approved by the following vote:

Aye: 5 - Commissioner Bruins, Commissioner Dutra-Vernaci, Commissioner Kim, Vice Chair Pedroza and Commissioner Worth

Absent: 4 - Chair Glover, Commissioner Josefowitz, Commissioner Schaaf and Commissioner Slocum

2a. 18-0999 Minutes of the November 14, 2018 meeting

Action: Committee Approval

2b. 18-1000 Investment Report for October 2018

Action: Information

Presenter: Christine Lin

2c. 18-1001 MTC Financial Statements for October 2018

Action: Information

Presenter: Sonia Elsonbaty

2d. 18-1002 Monthly Travel Report

Action: Information

Presenter: Sonia Elsonbaty

2e. 18-0940 Contracts for Advanced Adaptation Planning and Design:
i. Contract - Colma Creek, South San Francisco Project: Hassell Design Limited ($200,000)
ii. Contract - Grand Bayway SR 37 Public Access Scoping: TLS Landscaping Architecture ($200,000)

Action: Committee Approval

Presenter: Allison Brooks

2f. 18-0977 Contract Amendments - 2017 On-Call Design Services - Project Performance Assessment Support:
i. Arup North America Ltd. ($12,500)
ii. AECOM Technical Services, Inc. ($12,500)

Action: Committee Approval

Presenter: Adam Noelting

2g. 18-1042 MTC Resolution No. 4376 - Amendment to MTC's ICMA-RC 457 Plan Document.

Action: Commission Approval

Presenter: Jennifer Benford Seibert / Robin James

3. Public Comment / Other Business

4. Adjournment / Next Meeting

The next meeting of the Administration Committee will be held on January 9, 2019 at 9:35 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA.