



METROPOLITAN
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COMMISSION

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Cities of Santa Clara County

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Association of Bay Area Governments

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Deputy Executive Director,
Bay Area Toll Authority

Therese W. McMillan
Deputy Executive Director, Policy

ADMINISTRATION COMMITTEE

February 11, 2009
MINUTES

Attendance

Chair Bates called the meeting to order at approximately 10:02 a.m. Committee members present were: Commissioners Mackenzie, Cortese, Daly, Glover, Kinsey, Sartipi, and Tissier. Other commissioners present were: Dodd, Haggerty, Chu, Halsted, Lempert, Rubin, Spering, Worth, and Yeager.

CONSENT

Minutes

The Committee received and approved as written the meeting minutes of January 14, 2009, with Commissioner Daly abstaining.

Contract Amendment: Nichols Consulting Engineers for MTC StreetSaver Hotline Support

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment with Nichols Consulting Engineers to add \$25,000 to provide StreetSaver software hotline support services through August 31, 2009.

Contract Amendment: 2009 Freeway Congestion Monitoring: Kimley-Horn and Associates, Inc.

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment to add \$200,000 for Kimley-Horn to (1) complete the spring 2009 data collection using "floating car runs" for approximately 90 freeway segments, and (2) summarize the data in a technical memorandum.

MTC Resolution No. 1198, Revised – MTC's Conflict of Interest Code – Release for Public Comment

The Committee authorized the General Counsel to notify the FPPC of proposed amendments to MTC's conflict-of-interest code, to circulate the proposed changes for public comment, and to authorize the scheduling of a public hearing if there is a request from the public to do so.

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Administration Committee Meeting Minutes

MONTHLY FINANCIAL STATEMENTS

The Committee received the following monthly financial reports for the month of December: Operating Income through December 2008; Report of Operating Expenditures for FY 2008-09 through December 2008; Report of Capital Projects for FY 2008-09 through December 2008; FY 2008-09 Contract Services Disbursement Report for December 2008. For the month of December 2008, the monthly financial report listed one (1) contract executed by the Executive Director in the amount of \$100,000 and under, and eight (8) purchase orders executed by the Executive Director between \$2,500 and \$55,000.

The Committee also received a comparison of the budget and actual revenue and expenditures through December 2008.

INVESTMENT REPORT

The Committee received the Investment Reports for the month of December 2008.

OTHER BUSINESS/PUBLIC COMMENT/ADJOURNMENT/NEXT MEETING

There being no further business or public comment, the meeting was adjourned at approximately 10:05 a.m. The next Committee meeting date will be on March 4, 2009, in the Lawrence D. Dahms Auditorium, 101 Eighth Street, Oakland, CA.