



METROPOLITAN
TRANSPORTATION
COMMISSION

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ADMINISTRATION COMMITTEE

May 13, 2009
MINUTES

Scott Haggerty, Chair
Alameda County

Adrienne J. Tissier, Vice Chair
San Mateo County

Tom Azumbrado
U.S. Department of Housing
and Urban Development

Tom Bates
Cities of Alameda County

Dean J. Chu
Cities of Santa Clara County

Dave Cortese
Association of Bay Area Governments

Chris Daly
City and County of San Francisco

Bill Dodd
Napa County and Cities

Dorene M. Giacopini
U.S. Department of Transportation

Federal D. Glover
Contra Costa County

Anne W. Halsted
San Francisco Bay Conservation
and Development Commission

Steve Kinsey
Marin County and Cities

Sue Lempert
Cities of San Mateo County

Jake Mackenzie
Sonoma County and Cities

Jon Rubin
San Francisco Mayor's Appointee

Bijan Sartipi
State Business, Transportation
and Housing Agency

James P. Spering
Solano County and Cities

Amy Rein Worth
Cities of Contra Costa County

Ken Yeager
Santa Clara County

Steve Heminger
Executive Director

Ann Flemer
Deputy Executive Director, Operations

Andrew B. Fremier
Deputy Executive Director,
Bay Area Toll Authority

Theresa W. McMillan
Deputy Executive Director, Policy

Attendance

Chair Bates called the meeting to order at approximately 10:45 a.m. Committee members present were: Commissioners Cortese, Daly, Dodd, Glover, Kinsey, Sartipi. Other commissioners present were: Haggerty, Tissier, Chu, Giacopini, Halsted, Lempert, Mackenzie, Rubin, Worth and Yeager.

CONSENT

Minutes

The Committee received and approved as written the meeting minutes of April 8, 2009.

Contract – Transit Accessible Locations – Health Care/Social Services and Transit Coordination

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract with Transit Resource Center in an amount not to exceed \$195,910 to develop strategies to better coordinate decisions about locating health care and social services near transit services.

Contract – Project-based Temporary Staffing Services: Local Government Services (LGS)

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment with Local Government Services (LGS) not to exceed \$74,000 to provide project-based staffing services through June 30, 2009.

Resolution No. 3906 – FY 2009-10 Overall Work Program (OWP), Planning Certification, and Authorization for Execution of Agreement for Federal Planning Grants

The Committee referred MTC Resolution No. 3906 to the Commission for approval of the FY 2009-10 OWP, Resolution No. 3906 also certifies that the planning process conforms with federal regulations and authorizes the Executive Director or his designee to apply for and execute related funding agreements to secure federal and other funds for transportation planning activities.

MONTHLY FINANCIAL STATEMENTS

The Committee received the following monthly financial reports for the month of March: Operating Income through March 2009; Report of Operating Expenditures for FY 2008-09 through March 2009; Report of Capital Projects for FY 2008-09 through March 2009; FY 2008-09 Contract Services Disbursement Report for March 2009.

Page 2

May 13, 2009

Administration Committee Meeting Minutes

The report listed twelve (12) 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 March 2009.

INVESTMENT REPORT

The Committee received the Investment Reports for the month of March 2009.

DRAFT MTC AGENCY BUDGET – FY 2009-10

Brian Mayhew, Chief Financial Officer, presented a draft MTC agency budget for FY 2009-10. The final budget will be presented to the Committee at its June 2009 meeting for referral to the full Commission for approval.

OTHER BUSINESS/PUBLIC COMMENT/ADJOURNMENT/NEXT MEETING

There being no further business or public comment, the meeting was adjourned at approximately 11:03 a.m. The next Committee meeting date will be on June 10, 2009 in the Lawrence D. Dahms Auditorium, 101 Eighth Street, Oakland, CA.

