



METROPOLITAN
TRANSPORTATION
COMMISSION

Joseph P. Bort MetroCenter
101 Eighth Street
Oakland, CA 94607-4700
TEL 510.817.5700
TTY/TDD 510.817.5769
FAX 510.817.5848
E-MAIL info@mtc.ca.gov
WEB www.mtc.ca.gov

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Scott Haggerty, Chair
Alameda County

ADMINISTRATION COMMITTEE

December 8, 2010
MINUTES

Adrienne J. Tissier, Vice Chair
San Mateo County

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

Attendance

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

Chair Bates called the meeting to order at approximately 10:00 a.m. Committee members present were: Commissioners Cortese, Daly, Dodd, Glover and Sartipi. Commissioners Haggerty and Tissier were present as Ex-Officio voting members. Other Commissioners present as Ad Hoc members of the Committee were: Chu, Giacopini, Halsted, Lempert, MacKenzie, Rein-Worth, Rubin and Spering.

Item 2: Consent Calendar: It was moved by Commissioner Glover to accept the following items on the Consent Calendar and seconded by Commissioner Cortese. Motion passed unanimously.

Item 2a: Minutes

The Committee received and approved as written the meeting minutes of November 10, 2010.

Item 2b: Monthly Financial Statements

The Committee received the following monthly financial reports for the month of October: Report of Operating Income for FY 2010-11 as of October 2010; Report of Operating Expenditures for FY 2010-11 as of October 2010; Report of Capital Projects for FY 2010-11 as of October 2010; FY 2010-11 Contract Services Disbursement Report for October 2010. For the month of October 2010, the monthly financial report listed one (1) contract executed by the Executive Director in the amount of \$100,000 and under, and sixteen (16) purchase orders executed by the Executive Director between \$2,500 and \$55,000.

The Committee also received a comparison of the budget vs. actual plus encumbrance salaries and benefits through October 2010.

Item 2c: Investment Report

The Committee received the Investment Report for the month of October 2010.

Item 2d: Contract Amendment – Climate Initiatives Public Outreach: Riezebos Holzbaur Group, LLC (RHDG)

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment for consultant support for the Climate Initiatives Public Outreach Program with RHDG for an amount not to exceed \$195,000.

Steve Heminger
Executive Director

Ann Flemer
Deputy Executive Director, Policy

Andrew B. Fremier
Deputy Executive Director, Operations

Item 3: Resolution No. 3953, Revised – FY 2010-11 Overall Work Program (OWP)

It was moved by Commissioner Glover and seconded by Commissioner Dodd to refer Resolution No. 3953, Revised to the Commission for approval. This motion passed unanimously. This action includes \$13,030,993 in new grant awards as well as unspent planning funds carried over from FY 2009-10.

OTHER BUSINESS/PUBLIC COMMENT/ADJOURNMENT/NEXT MEETING

There being no further business or public comment, the meeting was adjourned at approximately 10:02 a.m. The next Committee meeting date will be on January 12, 2011 in the Lawrence D. Dahms Auditorium, 101 Eighth Street, Oakland, CA.