



METROPOLITAN
TRANSPORTATION
COMMISSION

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ADMINISTRATION COMMITTEE

November 12, 2014
MINUTES

Amy Rein Worth, Chair
Cities of Contra Costa County

Dave Cortese, Vice Chair
Santa Clara County

Alicia C. Aguirre
Cities of San Mateo County

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

Tom Bates
Cities of Alameda County

David Campos
City and County of San Francisco

Bill Dodd
Napa County and Cities

Dorene M. Giacomini
U.S. Department of Transportation

Federal D. Glover
Contra Costa County

Scott Haggerty
Alameda County

Anne W. Halsted
San Francisco Bay Conservation
and Development Commission

Steve Kinsey
Marin County and Cities

Sam Liccardo
San Jose Mayor's Appointee

Mark Luce
Association of Bay Area Governments

Jake Mackenzie
Sonoma County and Cities

Joe Pirzynski
Cities of Santa Clara County

Jenn Quan
Oakland Mayor's Appointee

Bijan Sartipi
California State
Transportation Agency

James P. Spering
Solano County and Cities

Adrienne J. Tissier
San Mateo County

Scott Wiener
San Francisco Mayor's Appointee

Steve Heminger
Executive Director

Alix Bockelman
Deputy Executive Director, Policy

Andrew B. Fremier
Deputy Executive Director, Operations

Attendance

Committee Chair Tissier called the meeting to order at 10:04 a.m. Other Committee members present were: Committee Vice Chair Wiener and Commissioners Bates, Glover, Pirzynski, Quan and Sartipi. Commission Chair Worth and Commission Vice Chair Cortese were present as Ex-Officio voting members. Other Commissioners present as ad hoc non-voting members of the Committee were: Giacomini, Haggerty, Halsted, Mackenzie and Spering.

Item 2: Consent Calendar:

Upon the motion of Commissioner Glover and the second of Commissioner Pirzynski, the following items on the Consent Calendar were approved unanimously.

Item 2a: Minutes

The Committee received and approved as written the meeting minutes of October 8, 2014.

Item 2b: Monthly Financial Statements

The Committee received the following monthly financial reports as of September 2014: Report of Operating Income for FY 2014-15; Report of Operating Expenditures for FY 2014-15; Report of Capital Budgets for FY 2014-15; Report of Life to Date Federal Grants Budget; Report of Clipper® Operating and Capital Budgets; Disbursement Report; Capital Projects Disbursement Report; and Clipper® Projects Disbursement Report.

For the month of September, the monthly financial report listed ten (10) purchase orders executed by the Executive Director between \$2,500 and \$55,000 and one (1) purchase order and two (2) contracts executed in the amount of \$100,000 and under.

The Committee also received a comparison of the budget vs. actual plus encumbrances, including salaries and benefits, through September 2014.

Item 2c: Investment Reports

The Committee received the Investment Report for the month of September 2014.

Item 2d: Contract Amendment – StreetSaver® Training and Guidance Services: Nichols Consulting Engineers, Chtd. (\$350,000)

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment with Nichols Consulting Engineers, Chtd. to provide computer training and seminars related to StreetSaver® and technical expertise in developing and maintaining roadway asset management concepts, projection models and calculation engines. The Chief Financial Officer was authorized to set aside \$350,000 for such amendment.

Item 3: MTC Resolution No. 4141, Revised – FY 2014-15 Overall Work Program (OWP) Amendment

Brian Mayhew, MTC Chief Financial Officer requested that the Committee refer to the Commission for approval amendments to the FY 2014-15 OWP, which include \$2.2 million in carry-over federal planning funds from FY 2013-14 and two new federal grants totaling \$1.7 million.

Upon the motion of Commissioner Bates and second by Commissioner Pirzynski, the Committee unanimously agreed to refer MTC Resolution 4141, Revised to the Commission for approval.

Item 4: Other Business/Public Comment/Adjournment

There being no further business or public comment, the meeting was adjourned at 10:06 a.m. The next Committee meeting will be on December 10, 2014 at 9:35 a.m. in the Lawrence D. Dahms Auditorium, 101 Eighth Street, Oakland, California.