



METROPOLITAN
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COMMISSION

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Jason Baker
Cities of Santa Clara County

Tom Bates
Cities of Alameda County

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City and County of San Francisco

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U.S. Department of Transportation

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San Francisco Bay Conservation
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Association of Bay Area Governments

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Steve Heminger
Executive Director

Alix Bockelman
Deputy Executive Director, Policy

Andrew B. Frenier
Deputy Executive Director, Operations

ADMINISTRATION COMMITTEE

December 10, 2014
MINUTES

Attendance

Committee Chair Tissier called the meeting to order at 9:47 a.m. Other Committee members present were: Committee Vice Chair Wiener and Commissioners Bates, Campos and Glover. 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: Baker, Giacomini, Haggerty, Halsted, Luce, Mackenzie and Sperring.

Item 2: Consent Calendar:

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

Item 2a: Minutes

The Committee received and approved as written the meeting minutes of November 12, 2014.

Item 2b: Monthly Financial Statements

The Committee received the following monthly financial reports as of October 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 October, the monthly financial report listed eleven (11) purchase orders executed by the Executive Director between \$2,500 and \$55,000 and one (1) purchase order executed in the amount of \$100,000 and under. In October, there were no contracts issued under \$100,000.

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

Item 2c: Investment Reports

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

Item 4: Other Business/Public Comment/Adjournment

There being no further business or public comment, the meeting was adjourned at 9:48 a.m. The next Committee meeting will be on January 14, 2015 at 9:35 a.m. in the Lawrence D. Dahms Auditorium, 101 Eighth Street, Oakland, California.

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