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Adrienne J. Tissier
San Mateo County

Pamela Torliatt
Association of Bay Area Governments

Shelia Young
Cities of Alameda County

Steve Heminger
Executive Director

Ann Flemer
Deputy Executive Director, Operations

Andrew Fremier
Deputy Executive Director,
Bay Area Toll Authority

Therese W. McMillan
Deputy Executive Director, Policy

ADMINISTRATION COMMITTEE

January 10, 2007
MINUTES

Attendance

Chairperson Dodd called the meeting to order at 9:57 a.m. Other Committee members present were: Ammiano, Anderson, Blanchard, Haggerty, Halsted, Lempert, Sartipi, Spering, Tissier, Torliatt, McLemore and Vice-Chair Young.

CONSENT

Minutes

The Committee received and approved as written the meeting minutes of December 13, 2006.

Contract Amendment – Bay Area/California High Speed Rail Ridership & Revenue Forecasts: Cambridge Systematics, Inc.

The Committee authorized the Executive Director or his designee to negotiate and enter into a contract amendment with Cambridge Systematics, Inc. in an amount not to exceed \$69,500 for additional work on the high speed rail model system and travel forecasts.

Regional Measure 2 Marketing Program Funding Agreement

The Committee affirmed its prior approval for the Regional Measure 2 Marketing Program Funding with corrected award amounts for AC Transit All Nighter Bus Service and AC Transit Transbay (San Mateo Bridge) Service. The award amount for the All Nighter Bus Service is \$301,500; the award amount for the Transbay Service is \$104,450.

MONTHLY FINANCIAL STATEMENTS

The Committee received the following monthly financial reports for the month of November: Operating Income for November 2006; Report of Operating Expenditures for FY 2005-06 through November 2006; Report of Capital Projects for FY 2005-06 through November 2006; FY 2005-06 Contract Services Disbursement Report for November 2006.

For the month of November 2006, the monthly financial report listed two contracts executed by the Executive Director in the amount of \$100,000 and under, and nine purchase orders executed by the Executive Director between \$2,500 and \$55,000.

The Committee reviewed a comparison between budget and actual revenue and expenditures through November 2006.

INVESTMENT REPORT

The Committee received for information the Investment Reports for the month of November 2006.

BUSINESS MEETING EXPENSES

Steve Heminger, Executive Director, reported there are no anticipated expenses to report for the month of January.

OTHER BUSINESS/PUBLIC COMMENT/ADJOURNMENT/NEXT MEETING

There being no further business or public comment, the meeting was adjourned at 10:04 a.m. The next Committee meeting date will be on February 14, 2006 in the Lawrence D. Dahms Auditorium, 101 Eighth Street, Oakland, CA.