



METROPOLITAN
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COMMISSION

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Bill Dodd, Chair
Napa County and Cities

Scott Haggerty, Vice Chair
Alameda County

Tom Ammiano
City and County of San Francisco

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

Tom Bates
Cities of Alameda County

Bob Blanchard
Sonoma County and Cities

Dean Chu
Cities of Santa Clara County

Dave Cortese
Association of Bay Area Governments

Dorene M. Giacomini
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

Jon Rubin
San Francisco Mayor's Appointee

Bijan Sartipi
State Business, Transportation
and Housing Agency

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Solano County and Cities

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San Mateo County

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Cities of Contra Costa County

Ken Yeager
Santa Clara County

Steve Heminger
Executive Director

Ann Flomer
Deputy Executive Director, Operations

Andrew Fremier
Deputy Executive Director,
Bay Area Toll Authority

Therese W. McMillan
Deputy Executive Director, Policy

ADMINISTRATION COMMITTEE

December 12, 2007
MINUTES

Attendance

Chair Blanchard called the meeting to order at 10:02 a.m. Committee members present were Commissioners Bates, Cortese, Dodd, Glover, Haggerty, Kinsey, and Tissier. Other Commissioners present were Chu, Giacomini, Halsted, Lempert, and Worth.

CONSENT

Minutes

The Committee received and approved as written the meeting minutes of November 14, 2007.

MTC Resolution No. 3241 Reauthorization of MTC Investment Policy

The Committee authorized the referral of MTC Resolution No. 3241 to the Commission to authorize the Executive Director or his designee to readopt the current investment policy in its current form.

Contract Amendment – BATA URS Richmond/San Rafael Bridge Access Study

The Committee authorized the Executive Director or his designee to enter into a contract amendment with URS Corporation in an amount not to exceed \$16,322 to complete a study of possible non-motorized access of the Richmond /San Rafael Bridge.

MONTHLY FINANCIAL STATEMENTS

The Committee accepted in writing the following monthly financial reports for the month of October: Operating Income for October 2007; Report of Operating Expenditures for FY 2007-08 through October 2007; Report of Capital Projects for FY 2007-08 through October 2007; FY 2007-08 Contract Services Disbursement Report for October 2007. For the month of October 2007, the monthly financial report listed five (5) purchase orders executed by the Executive Director between \$2,500 and \$55,000.

The Committee received a comparison between budget and actual revenue and expenditures through October 2007.

INVESTMENT REPORT

The Committee did not receive the Investment Report for the month of October 2007 and staff will provide the Committee with the report during the January 9th meeting date.

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Administration Committee Meeting Minutes

OTHER BUSINESS/PUBLIC COMMENT/ADJOURNMENT/NEXT MEETING

There being no further business or public comment, the meeting was adjourned at approximately 10:05 a.m. The next Committee meeting date will be on January 9, 2008 in the Lawrence D. Dahms Auditorium, 101 Eighth Street, Oakland, CA.

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