



# Metropolitan Transportation Commission Meeting Minutes

Bay Area Metro Center  
375 Beale Street  
San Francisco, CA 94105

## Administration Committee

### *Committee Members:*

*Federal D. Glover, Chair    Alfredo Pedroza, Vice Chair*

*Jeannie Bruins, Carol Dutra-Vernaci, Nick Josefowitz,  
Jane Kim, Libby Schaaf, Warren Slocum, Amy R. Worth  
Non-Voting Member: Bijan Sartipi*

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Wednesday, June 14, 2017

9:35 AM

Board Room - 1st Floor

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Call Meeting to Order

### 1. Roll Call/Confirm Quorum

**Present:** 8 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Kim, Vice Chair Pedroza, Commissioner Schaaf and Commissioner Slocum

**Absent:** 1 - Commissioner Worth

Non-Voting Member Present: Commissioner Sartipi

Ex Officio Voting Member Present: Commission Vice Chair Haggerty

Ad Hoc Non-Voting Members Present: Commissioner Aguirre, Commissioner Cortese, Commissioner Halsted, and Commissioner Pierce

### 2. Consent Calendar

Approval of the Consent Calendar

**Upon the motion by Vice Chair Pedroza and the second by Commissioner Dutra-Vernaci, the Consent Calendar was unanimously approved by the following vote:**

**Aye:** 8 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Kim, Vice Chair Pedroza, Commissioner Schaaf and Commissioner Slocum

**Absent:** 1 - Commissioner Worth

2a. [17-2596](#) Minutes of the May 10, 2017 meeting

**Action:** Committee Approval

- 2b. [17-2597](#) Investment Report for April 2017  
**Action:** Information  
**Presenter:** Russell Yuen
- 2c. [17-2598](#) MTC Financial Statements for April 2017  
**Action:** Information  
**Presenter:** Sonia Elsonbaty
- 2d. [17-2599](#) Monthly Travel Report  
**Action:** Information  
**Presenter:** Sonia Elsonbaty
- 2e. [17-2222](#) 1. Consultant Bench - On-Call Design Services: Service Categories: a) Print Design; b) Digital Design; c) Website Design and Development; d) Mapping Design; and e) Wayfinding Design Services: Various Firms; and 2. Contract - Mapping and Wayfinding Design Services: City ID Ltd (\$270,000)  
**Action:** Committee Approval  
**Presenter:** Jay Stagi
- 2f. [17-2696](#) Purchase Order Amendment: Protiviti Government Services (\$215,000)  
**Action:** Committee Approval  
**Presenter:** Nick Roethel

### 3. Commission Approval

- 3a. [17-2611](#) Contract - A Resilient Transportation System for Safe and Sustainable Communities: AECOM Technical Services, Inc. (\$415,000)
- A request to enter into a contract with AECOM Technical Services, Inc. to perform activities for the Caltrans "A Resilient Transportation System for Safe and Sustainable Communities" planning grant.
- Action:** Committee Approval  
**Presenter:** Allison Brooks
- Upon the motion by Commissioner Schaaf and the second by Commissioner Druetra-Vernaci, the Committee unanimously approved the contract with AECOM Technical Services, Inc. The motion carried by the following vote:**
- Aye:** 8 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Kim, Vice Chair Pedroza, Commissioner Schaaf and Commissioner Slocum
- Absent:** 1 - Commissioner Worth

**3b.**     [17-2655](#)     MTC Resolution No. 4280 - FY 2017-18 MTC Agency Budget

A request to refer FY 2017-18 MTC Agency Budget, MTC Resolution No. 4280 to the Commission for approval.

**Action:** Commission Approval

**Presenter:** Brian Mayhew

**Upon the motion by Vice Chair Pedroza and the second by Commissioner Dutra-Vernaci, the Committee unanimously approved the referral of MTC Resolution No. 4280 to the Commission for approval. The motion carried by the following vote:**

**Aye:** 8 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Kim, Vice Chair Pedroza, Commissioner Schaaf and Commissioner Slocum

**Absent:** 1 - Commissioner Worth

**3c.**     [17-2490](#)     ABAG Staff Consolidation - Implementation Steps

i.   MTC Resolution No. 4173, Revised - Statement of Investment Policy

A proposed revision to the Statement of Investment Policy to include the investment of funds for the Association of Bay Area Governments (ABAG) and to list the positions of authorized signers for financial accounts.

ii.   MTC Resolution No. 4265, Revised - MTC Debt Policy

A proposed revision to the MTC Debt Policy to include the issuance and management of debts and other obligations for ABAG.

iii.   MTC Resolution No. 4291 - MTC Agency FY 2017-18 Pay Schedules

A request for approval of MTC's agency pay schedules for FY 2017-18.

**Action:** Commission Approval

**Presenter:** Brian Mayhew and Alix Bockelman

**Upon the motion by Commissioner Bruins and the second by Vice Chair Pedroza, the Committee unanimously approved the referral of MTC Resolution No. 4173, Revised - Statement of Investment Policy to the Commission for approval. The motion carried by the following vote:**

**Aye:** 8 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Kim, Vice Chair Pedroza, Commissioner Schaaf and Commissioner Slocum

**Absent:** 1 - Commissioner Worth

**Upon the motion by Vice Chair Pedroza and the second by Commissioner Bruins, the Committee unanimously approved the referral of MTC Resolution No. 4265 - MTC Debt Policy to the Commission for approval. The motion carried by the following vote:**

**Aye:** 8 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Kim, Vice Chair Pedroza, Commissioner Schaaf and Commissioner Slocum

**Absent:** 1 - Commissioner Worth

**Upon the motion by Vice Chair Pedroza and the second by Commissioner Bruins, the Committee unanimously approved the referral of MTC Resolution No. 4291 - MTC Agency FY 2017-18 Pay Schedules to the Commission for approval. The motion carried by the following vote:**

**Aye:** 8 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Kim, Vice Chair Pedroza, Commissioner Schaaf and Commissioner Slocum

**Absent:** 1 - Commissioner Worth

#### **4. Public Comment / Other Business**

#### **5. Adjournment / Next Meeting**

**The next meeting of the Administration Committee will be held on July 12, 2017 at 9:35 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA.**