



# Metropolitan Transportation Commission Meeting Minutes

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

## Administration Committee

### Committee Members:

*Federal D. Glover, Chair      Jeannie Bruins, Vice Chair*

*Carol Dutra-Vernaci, Nick Josefowitz, Gina Papan,  
Hillary Ronen, Libby Schaaf, Amy R. Worth  
Non-Voting Member: Tony Tavares*

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Wednesday, March 6, 2019

1:35 PM

Yerba Buena - 1st Floor

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\*\*\* PLEASE NOTE MEETING DATE, TIME, AND LOCATION \*\*\*

### Call Meeting to Order

#### 1. Roll Call/Confirm Quorum

**Present:** 6 - Commissioner Bruins, Commissioner Dutra-Vernaci, Commissioner Josefowitz, Commissioner Schaaf, Commissioner Worth and Commissioner Ronen

**Absent:** 1 - Chair Glover

Non-Voting Member Absent: Commissioner Tavares

Ex Officio Voting Member Present: Commission Chair Haggerty

Ad Hoc Non-Voting Members Present: Commissioner Halsted, Commissioner Mackenzie, and Commissioner Spering

#### 2. Consent Calendar

**Upon the motion by Commissioner Worth and the second by Commissioner Bruins, the Consent Calendar was unanimously approved by the following vote:**

**Aye:** 5 - Commissioner Bruins, Commissioner Dutra-Vernaci, Commissioner Josefowitz, Pedroza and Commissioner Worth

**Absent:** 4 - Chair Glover, Commissioner Schaaf, Slocum and Commissioner Ronen

2a. [19-0134](#) Minutes of the February 13, 2019 meeting

**Action:** Committee Approval

2b. [19-0156](#) MTC Financial Statements for January 2019

**Action:** Information

**Presenter:** Sonia Elsonbaty

- 2c. [19-0157](#) Monthly Travel Report  
**Action:** Information  
**Presenter:** Sonia Elsonbaty
- 2d. [19-0135](#) MTC Resolution No. 4173, Revised - Reauthorization of MTC Investment Policy  
**Action:** Commission Approval  
**Presenter:** Brian Mayhew
- 2e. [19-0137](#) Contract Amendments - Pavement Management Technical Assistance Program (P-TAP) Round 20: AMS Consulting, LLC (\$12,500); Fugro Roadware, Inc. (\$41,000); and Nichols Consulting Engineers, CHTD (-\$12,500)  
**Action:** Committee Approval  
**Presenter:** Christina Hohorst
- 2f. [19-0188](#) MTC Resolution No. 4369 - MTC Agency FY 2019-20 Pay Schedule for the Executive Director and General Counsel  
**Action:** Commission Approval  
**Presenter:** Robin James

### 3. Approval

- 3a. [19-0136](#) MTC Resolution No. 4265, Revised - Reauthorization of MTC Debt Policy
- Proposed revisions to the MTC Debt Policy to include changes on total debt payments, debt rollover, and estimated fees.
- Action:** Commission Approval  
**Presenter:** Brian Mayhew
- Upon the motion by Commissioner Bruins and the second by Commissioner Dutra-Vernaci, the Committee unanimously approved the referral of MTC Resolution No. 4265, Revised to the Commission for approval. The motion carried by the following vote:**
- Aye:** 5 - Commissioner Bruins, Commissioner Dutra-Vernaci, Commissioner Josefowitz, Pedroza and Commissioner Worth
- Absent:** 4 - Chair Glover, Commissioner Schaaf, Slocum and Commissioner Ronen

#### 4. Information

4a. [19-0155](#) Investment Report for January 2019

Update on the MTC Investment Portfolio for January 2019.

**Action:** Information

**Presenter:** Brian Mayhew

Commissioner Ronen and Commissioner Schaaf arrived during agenda item 4a.

#### 4. Public Comment / Other Business

#### 5. Adjournment / Next Meeting

**The next meeting of the Administration Committee will be held on April 10, 2019 at 9:35 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA.**