



# 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: James E. Davis*

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Wednesday, April 11, 2018

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 Slocum and Commissioner Worth
- Absent:** 1 - Commissioner Schaaf

Non-Voting Member Present: Commissioner Davis

Ex Officio Voting Members Present: Commission Chair Mackenzie and Commission Vice Chair Haggerty

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

#### 2. Consent Calendar

**Upon the motion by Commissioner Bruins 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 Slocum and Commissioner Worth
- Absent:** 1 - Commissioner Schaaf

Approval of the Consent Calendar

**2a.**    [18-0211](#)    Minutes of the March 7, 2018 meeting

**Action:** Committee Approval

- 2b. [18-0212](#) Investment Report for February 2018

**Action:** Information

**Presenter:** Christine Lin

- 2c. [18-0213](#) MTC Financial Statements for February 2018

**Action:** Information

**Presenter:** Sonia Elsonbaty

- 2d. [18-0214](#) Monthly Travel Report and International Travel Request

**Action:** Committee Approval

**Presenter:** Sonia Elsonbaty

### 3. Approval

- 3a. [18-0215](#) MTC Resolution No. 4329 - FY 2018-19 Overall Work Program (OWP), Planning Certification, and Authorization for Execution of Agreements for Federal and State Planning Grants

A request for approval of the FY 2018-19 OWP, which guides the collaborative metropolitan transportation planning process involving MTC, ABAG, Caltrans, and other local transportation partners and for authorization to enter into agreements for transportation planning funds.

**Action:** Commission Approval

**Presenter:** Brian Mayhew

**Upon the motion by Commissioner Worth and the second by Vice Chair Pedroza, the Committee unanimously approved the referral of MTC Resolution No. 4329 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 Slocum and Commissioner Worth

**Absent:** 1 - Commissioner Schaaf

- 3b.**     [18-0050](#)     Contract Amendment - Website Operations, Maintenance and Improvement Services: Visual Strategies, Inc. (\$550,000)

A request for approval of a contract amendment with Visual Strategies, Inc. to build and operate a new Association of Governments website and suite of subsidiary sites, and continue to operate, maintain, and improve the MTC's websites.

**Action:** Committee Approval

**Presenter:** Nick Roethel

**Upon the motion by Commissioner Bruins and the second by Commissioner Dutra-Vernaci, the Committee unanimously approved the contract amendment with Visual Strategies, 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 Slocum and Commissioner Worth

**Absent:** 1 - Commissioner Schaaf

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

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

**The next meeting of the Administration Committee will be held on May 9, 2018 at 9:35 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA.**