



# Metropolitan Transportation Commission

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

## Meeting Agenda

### Administration Committee

*Committee Members:*

*Gina Papan, Chair      Victoria Fleming, Vice Chair*

*Margaret Abe-Koga, Cindy Chavez, Federal Glover,  
Nate Miley, Hillary Ronen, and Sheng Thao*

*Non-Voting Member: Dina El-Tawansy*

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Wednesday, May 10, 2023

9:40 AM

Board Room - 1st Floor

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The Administration Committee is scheduled to meet on Wednesday, May 10, 2023 at 9:40 a.m. or immediately following the 9:35 a.m. BATA Oversight Committee meeting, in the Bay Area Metro Center at 375 Beale Street, Board Room (1st Floor).

This meeting shall consist of a simultaneous teleconference call at the following location(s): Santa Clara County Government Center, 70 W. Hedding Street, 1st Floor (Room 157), San Jose, CA 95110 and Country Inn & Suites by Radisson, 1160 W Devon Avenue (Business Center), Elk Grove, IL 60007

Meeting attendees may opt to attend in person for public comment and observation. In-person attendees must adhere to posted public health protocols while in the building. The meeting webcast will be available at <https://mtc.ca.gov/whats-happening/meetings/live-webcasts>. Commissioners and members of the public participating by Zoom wishing to speak should use the "raise hand" feature or dial \*9. When called upon, unmute yourself or dial \*6. In order to get the full Zoom experience, please make sure your application is up to date.

Members of the public are encouraged to participate remotely via Zoom at the following link or phone number.

Zoom Attendee Link: <https://bayareametro.zoom.us/j/86944031325>

iPhone One-tap: US: +13462487799,,86944031325# US or +16694449171,,86944031325# US

Join by Telephone (for higher quality, dial a number based on your current location) US:

888 788 0099 (Toll Free) or 877 853 5247 (Toll Free)

Webinar ID: 869 4403 1325

International numbers available: <https://bayareametro.zoom.us/u/kdsSPtjcy0>

Detailed instructions on participating via Zoom are available at:  
<https://mtc.ca.gov/how-provide-public-comment-board-meeting-zoom>.

Members of the public may participate by phone or Zoom or may submit comments by email at [info@bayareametro.gov](mailto:info@bayareametro.gov) by 5:00 p.m. the day before the scheduled meeting date. Please include the committee or board meeting name in the subject line. Due to the current circumstances there may be limited opportunity to address comments during the meeting. All comments received will be submitted into the record.

## 1. Call to Order / Roll Call / Confirm Quorum

*Quorum: A quorum of this committee shall be a majority of its regular non-ex-officio voting members (5).*

## 2. Consent Calendar

- 2a.**     [23-0516](#)     Approval of Administration Committee Minutes of the April 12, 2023 Meeting
- Action:**             Committee Approval
- Attachments:**     [2a 23-0516 04-12-2023 Administration Draft Minutes.pdf](#)
- 2b.**     [23-0559](#)     Contract - On-Call Bay Area Transit Coordination and Structure Consultant Bench: Regional Network Management Implementation: VIA - A Perkins Eastman Studio (\$350,000)
- Action:**             Committee Approval
- Presenter:**         Melanie Choy
- Attachments:**     [2b 23-0559 Contract On-Call Bay Area Transit Coordination Structure Cor](#)
- 2c.**     [23-0538](#)     Contract - Major Projects Advancement Policy (MAP) Stage Gates and Regional Measure 3 (RM3) Evaluations: Steer Davies & Gleave, Inc. (\$500,000)
- Action:**             Committee Approval
- Presenter:**         Anne Spevack
- Attachments:**     [2c 23-0538 Contract Regional Planning Bench Steer Davies Gleave Inc.pr](#)

## 3. Approval

- 3a.**     [23-0544](#)     MTC Resolution Nos. 3989, Revised and 4578. Transit Oriented Affordable Housing (TOAH) Fund Reprogramming
- Request to refer MTC Resolutions Nos. 3989, Revised and 4578 to the Commission for the authorization to reprogram the \$10 million TOAH Funds as follows:
- i. \$5 million to continue to fund the TOAH program with minor program revisions.
  - ii. \$5 million to be granted to the Bay Area Housing Finance Authority (BAHFA) to establish a new senior-focused Rental Assistance Pilot program.
- Action:**             Commission Approval
- Presenter:**         Somaya Abdelgany and Irene Farnsworth
- Attachments:**     [3a 23-0544 MTC Resolutions 3989 4578 TOAH Fund Reprogramming.pdf](#)  
[3a 23-0544 Attachment A Presentation.pdf](#)

- 3b. [23-0646](#) MTC Resolution No. 1058, Revised. Commission Procedures Manual Updates

A request that the Committee refer MTC Resolution No. 1058, Revised to the Commission for approval in consideration of updates to the Commission Procedures Manual in the areas of standing committee transition of the Operations Committee to the Regional Network Management Committee and Executive Committee composition.

**Action:** Commission Approval

**Presenter:** Alix Bockelman and Kathleen Kane

**Attachments:** [3b 23-0646 MTC Resolution 1058 Commission Procedures Manual Update](#)

#### 4. Closed Session

- 4a. [23-0644](#) Closed Session Public Comment

- 4b. [23-0645](#) Closed Session: Conference with Labor Negotiators pursuant to Cal. Govt. Code § 54957.6

Consideration of New Memorandum of Understanding

Agency Designated Representatives: Andrew Fremier, Alix Bockelman, Derek Hansel, Brad Paul, Nalungo Conley

Employee Organization: Committee for Staff Representation (CSR), Confidential Employees, and Specific Executive Employees

- 4c. [23-0602](#) Open Session

MTC Resolution Nos. 4581 and 4582. Memorandums of Understanding (MOU) between MTC and the Committee for Staff Representation (CSR), Confidential, and Specific Executive Employees; Adoption of Salary Schedule for Fiscal Year (FY) 2023-24.

A request that the Committee approve the referral of MTC Resolution Nos. 4581 and 4582 to the Commission for approval in consideration of new a MOU between MTC and CSR, Confidential Employees, and Specific Executive Employees effective July 1, 2023 through and including June 30, 2027; and adoption of salary schedule for FY 2023-24.

**Action:** Commission Approval

**Presenter:** Brad Paul

**Attachments:** [4c 23-0602 MTC Resolutions 4581 and 4582 MOU 2023-2027 corrected.p](#)

**5. Public Comment / Other Business**

*Committee Members and members of the public participating by Zoom wishing to speak should use the "raise hand" feature or dial \*9. When called upon, unmute yourself or dial \*6.*

**6. Adjournment / Next Meeting**

**The next meeting of the Administration Committee will be held on Wednesday, June 14, 2023 at 9:40 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA. Any changes to the schedule will be duly noticed to the public.**

**Public Comment:** The public is encouraged to comment on agenda items at Committee meetings by completing a request-to-speak card (available from staff) and passing it to the Committee secretary. Public comment may be limited by any of the procedures set forth in Section 3.09 of MTC's Procedures Manual (Resolution No. 1058, Revised) if, in the chair's judgment, it is necessary to maintain the orderly flow of business.

**Meeting Conduct:** If this meeting is willfully interrupted or disrupted by one or more persons rendering orderly conduct of the meeting unfeasible, the Chair may order the removal of individuals who are willfully disrupting the meeting. Such individuals may be arrested. If order cannot be restored by such removal, the members of the Committee may direct that the meeting room be cleared (except for representatives of the press or other news media not participating in the disturbance), and the session may continue.

**Record of Meeting:** Committee meetings are recorded. Copies of recordings are available at a nominal charge, or recordings may be listened to at MTC offices by appointment. Audiocasts are maintained on MTC's Web site ([mtc.ca.gov](http://mtc.ca.gov)) for public review for at least one year.

**Accessibility and Title VI:** MTC provides services/accommodations upon request to persons with disabilities and individuals who are limited-English proficient who wish to address Commission matters. For accommodations or translations assistance, please call 415.778.6757 or 415.778.6769 for TDD/TTY. We require three working days' notice to accommodate your request.

**可及性和法令第六章:** MTC 根據要求向希望來委員會討論有關事宜的殘疾人士及英語有限者提供服務/方便。需要便利設施或翻譯協助者，請致電 415.778.6757 或 415.778.6769 TDD / TTY。我們要求您在三個工作日前告知，以滿足您的要求。

**Acceso y el Titulo VI:** La MTC puede proveer asistencia/facilitar la comunicación a las personas discapacitadas y los individuos con conocimiento limitado del inglés quienes quieran dirigirse a la Comisión. Para solicitar asistencia, por favor llame al número 415.778.6757 o al 415.778.6769 para TDD/TTY. Requerimos que solicite asistencia con tres días hábiles de anticipación para poderle proveer asistencia.

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Attachments are sent to Committee members, key staff and others as appropriate. Copies will be available at the meeting.

All items on the agenda are subject to action and/or change by the Committee. Actions recommended by staff are subject to change by the Committee.

MTC's Chair and Vice-Chair are ex-officio voting members of all standing Committees.