Metropolitan Transportation Commission

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

Meeting Agenda

Administration Committee

Gina Papan, Chair Amber Manfree, Vice Chair

Wednesday, September 9, 2026 | **9:40 AM** | **Board Room - 1st Floor**

The Administration Committee is scheduled to meet at 9:40 a.m. or immediately following the preceding meeting, whichever occurs later.

Meeting attendees may opt to attend in person for public comment and observation at 375 Beale Street, Board Room (1st Floor). 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. Members of the public are encouraged to participate remotely via Zoom at the following link or phone number.

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.

Attendee Link: https://bayareametro.zoom.us/j/87911412840
iPhone One-Tap: US:
+14086380968,,87911412840# US (San Jose)
+16694449171,,87911412840# 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: 879 1141 2840
International numbers available:https://bayareametro.zoom.us/u/kbsJg3Lrbc

Detailed instructions on participating via Zoom are available at:
https://bayareametro.zoom.us/u/kdR1hznEgA
https://mtc.ca.gov/how-provide-public-comment-board-meeting-zoom

Members of the public may participate by phone or Zoom during the meeting. In order to be posted to the meeting's web page and circulated to committee members prior to the meeting, written comments must be sent by email at info@bayareametro.gov by 5:00 p.m. two (2) business days before the scheduled meeting date. Please include the committee or board meeting name and agenda item number in the subject line. All comments received will be submitted into the record.
Clerk: Carsie Bonner

Roster
Gina Papan (Chair), Amber Manfree (Vice Chair),
Margaret Abe-Koga, Victoria Fleming, Barbara Lee,
Myrna Melgar, Nate Miley, Belia Ramos
Non-Voting Member: Libby Schaaf, Doanh Nguyen

1. Call to Order / Roll Call / Confirm Quorum

A quorum of the Administration Committee shall be a majority of its voting members (5).

2. Chair's Report

3. Consent Calendar

3a. 26-0983 Approval of the Administration Committee August 12, 2026, Meeting Minutes.

Action: Committee Approval

Attachments: 3a_26-0983_8-12-2026_Administration_Draft_Minutes.pdf

3b. 26-0976 MTC Resolution No. 4794 - Draft 2026 MTC Title VI Program.

Action: Commission Approval

Presenter: Ryan DeCoud

Attachments: 3b_26-0976_1_Summary_Sheet_Triennial_Report_VI_2026.pdf
3b_26-0976_2_MTC_Resolution_No_4794.pdf
3b_26-0976_3_Title_VI_Triennial_Report_2026_Final.pdf

3c. 26-0978 Contract Amendment: ActivitySim/emme Model Conversion Project: WSP USA, Inc ($400,000).

Action: Committee Approval

Presenter: Lisa Zorn

Attachments: 3c_26-0978_Contract_Amendment_WSP_Travel_Model_Development.pdf

4. Committee Approval

4a. 26-0977 Grant Agreement - US EPA San Francisco Bay Program Funding for SR 37 Tolay Creek Bridge Channel Excavation and Tubbs Island Beneficial Use ($9,570,000);Subaward Agreements - 1) California Department of Transportation ($6,000,000), 2) National Audubon Society ($945,000.00), and 3) Vallejo Flood and Wastewater District ($2,625,000.00).

Authorization to accept an award from and enter into a grant agreement with the US Environmental Protection Agency (EPA) to receive $9,570,000 and to enter into subaward agreements with: 1) California Department of Transportation (Caltrans) in an amount not to exceed $6,000,000, 2) National Audubon Society in an amount not to exceed $945,000.00, 3) Vallejo Flood and Wastewater District in an amount not to exceed $2,625,000.00. This funding is for the SR 37 Tolay Creek Bridge Channel Excavation and Tubbs Island Beneficial Use and supports the integrated transportation ecological enhancement as part of the Resilience SR 37 Program.

Action: Committee Approval

Presenter: Jeanette Weisman

Attachments: 4a_26-0977_Grant_Agreement_US_EPA_SR_37.pdf

5. Public Comment / Other Business

*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.*

6. Adjournment / Next Meetings:

The next regular meeting of the Administration Committee is scheduled to be held at the Bay Area Metro Center, 375 Beale Street, San Francisco on Wednesday, October 14, 2026 at 9:40 a.m. 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) 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.

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

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