

## Meeting Agenda

### Board of Directors of 375 Beale Condominium Corporation

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Monday, June 1, 2020

2:00 PM

The Board Room - 1st Floor (REMOTE)

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The Board of Directors of 375 Beale Condominium Corporation is scheduled to meet on Monday, June 1, 2020 at 2:00 p.m., in the Bay Area Metro Center (Remotely). In light of Governor Newsom's State of Emergency declaration regarding the COVID-19 outbreak and in accordance with Executive Order N-29-20 issued by Governor Newsom on March 17, 2020 and the Guidance for Gatherings issued by the California Department of Public Health, the meeting will be conducted via webcast, teleconference, and Zoom for committee, commission, or board members who will participate in the meeting from individual remote locations.

A Zoom panelist link for meeting participants will be sent separately to committee, commission, or board members.

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.

Attendee Link: <https://bayareametro.zoom.us/j/99317668857>  
Join by Telephone: 888 788 0099 (Toll Free) or 877 853 5247 (Toll Free)  
Webinar ID: 993 1766 8857

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

Committee members and members of the public participating by Zoom wishing to speak should use the "raise hand" feature or dial "\*9". In order to get the full Zoom experience, please make sure your application is up to date.

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. Roll Call / Confirm Quorum

*Four directors are named in the Articles of Incorporation. The presence of three will constitute a quorum.*

### 2. [20-0904](#) Minutes of the February 20, 2020 meeting\*

The Board will be asked to approve the minutes of the February 20, 2020, 375 Beale Condominium Corporation Board meeting.

**Action:** Approval

**Attachments:** [Agenda Item 2 - Draft Minutes of 02-20-2020 Meeting.pdf](#)

### 3. [20-0905](#) Chief Financial Officer's Reports\*

The Board will receive the 375 Beale Condo financial report for FY 2019-20 Third Quarter ending March 31, 2020.

**Action:** Approval

**Attachments:** [Agenda Item 3 - Q3 Financials.pdf](#)

### 4. [20-0906](#) Operating Budget and Assessments\*

The Board will be asked to consider and approve the annual operating budget and annual budget for common expense assessments for the FY 2020-21 fiscal year.

**Action:** Approval

**Attachments:** [Agenda Item 4 - FY2020-21 Budget.pdf](#)

### 5. [20-0907](#) Building Operations and Project Report\*

The Board will receive a report on current building operations, leasing changes, and improvement projects.

**Action:** Information

**Attachments:** [Agenda Item 5 - Building Operations and Projects Report.pdf](#)

### 6. [20-0908](#) Covid-19 Update\*

The Board will receive a report and update on measures taken within the Bay Area Metro Center to respond to the Covid-19 pandemic.

**Action:** Information

**Attachments:** [Agenda Item 6 - COVID 19 Update.pdf](#)

## 7. Public Comment / Other Business

**8. Adjournment / Next Meeting:**

**The next meeting of the Board of Directors of 375 Beale Condominium Corporation will be on a date, time, and location to be duly noticed.**

**\* Staff report is included in the packet.**

**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 Título 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.