



# Metropolitan Transportation Commission

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

## Meeting Agenda

### Administration Committee

*Committee Members:*

*Federal D. Glover, Chair Cindi Chavez, Vice Chair  
Margaret Abe-Koga, Nate Miley, Gina Papan, David Rabbitt,  
Hillary Ronen, Amy Worth  
Non-Voting Member: Dina El-Tawansy*

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Wednesday, April 13, 2022

9:35 AM

REMOTE (In person option available)

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The Administration Committee is scheduled to meet on Wednesday, April 13, 2021 at 9:35 a.m., in the Bay Area Metro Center (Remotely). In light of Governor Newsom's State of Emergency declaration regarding COVID-19 and in accordance with Assembly Bill 361's (Rivas) provisions allowing remote meetings, this meeting will be accessible via webcast, teleconference, and Zoom for all participants. A Zoom panelist link for meeting participants will be sent separately to committee, commission, or board members.

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:

Attendee Link: <https://bayareametro.zoom.us/j/85166430724>

Or iPhone one-tap: US: +16468769923,,85166430724# or +13017158592,,85166430724#

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

+1 408 638 0968 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or

+1 312 626 6799 or +1 646 876 9923 or +1 301 715 8592 or

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

Webinar ID: 851 6643 0724

International numbers available: <https://bayareametro.zoom.us/j/85166430724>

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. 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. Pledge of Allegiance

## 3. Compensation Announcement (Clerk)

## 4. Consent Calendar

- 4a. [22-0492](#) Minutes of the March 9, 2022 meeting
- Action:** Committee Approval
- Attachments:** [4a - 22-0492 - March 9 Admin Draft Meeting Minutes.pdf](#)
- 4b. [21-1632](#) Consultant Bench and Contracts: Continuous Travel Diary Survey Smartphone Application Evaluation (ETC Institute; Resource Systems Group; and Westat) (\$10,000 each)
- Action:** Committee Approval
- Presenter:** Shimon Israel
- Attachments:** [4b - 21-1632 - Continuous Travel Diary Survey Smartphone Application Evaluat](#)

## 5. Approval

- 5a. [22-0538](#) MTC Resolution No. 4458, Revised - FY 2021-22 Overall Work Program (OWP) Amendment No. 3
- A request that the Committee refer MTC Resolution No. 4458, Revised, the Metropolitan Transportation Commission (MTC) FY 2021-22 Overall Work Program (OWP), Amendment No. 3 to the Commission for approval.
- Action:** Commission Approval
- Presenter:** Arleicka Conley
- Attachments:** [5a - 22-0538 - MTC Reso 4458 - FY 2021-22\\_OWP\\_Amendment3.pdf](#)
- 5b. [22-0539](#) MTC Resolution No. 4459, Revised - MTC FY 2021-22 Agency Operating and Capital Budgets, Amendment No. 3
- A request that the Committee refer MTC Resolution No. 4459 Revised, Amendment No. 3, amending the MTC FY 2021-22 Operating and Capital Budgets to the Commission for approval.
- Action:** Commission Approval
- Presenter:** Arleicka Conley
- Attachments:** [5b - 22-0539 - MTC Reso 4459 - FY 2021-22\\_Budget\\_Amendment3.pdf](#)

- 5c. [22-0542](#) MTC Resolution No. 4516 - FY 2022-23 Overall Work Program (OWP) Planning Process Self-Certification, Authorization to the Administration Committee to Monitor the OWP and take related actions, and Authorization to the Executive Director for Execution of Agreements for Federal and State Planning Grants, Execution of Amendments to Grant Applications and Filing of Assurances

A request that the Committee refer MTC Resolution No. 4516 to the Commission for approval.

**Action:** Commission Approval

**Presenter:** Matt Maloney

**Attachments:** [5c - 22-0542 - MTC Reso 4516 - FY 2022-23 OWP Planning Process.pdf](#)

- 5d. [22-0384](#) MTC Resolution No 3769, Revised - Amend the Bay Area Infrastructure Financing Authority Joint Powers Agreement

Request for Commission approval of MTC Resolution No. 3769, Revised amending the Joint Powers Agreement (JPA) between the Metropolitan Transportation Commission and the Bay Area Toll Authority that establishes the Bay Area Infrastructure Financing Authority. This amendment modifies the composition of the BAIFA board to match the composition of the MTC board. The amendment also allows BAIFA implement or operate other toll facilities pursuant to state law to accommodate responsibilities that may be assigned to BAIFA for tolling on State Route 37, subject to passage of Senate Bill 1050 (Dodd).

**Action:** Commission Approval

**Presenter:** Lisa Klein

**Attachments:** [5d - 22-0384 - MTC Reso 3769 - BAIFA JPA Amendment.pdf](#)

## 6. Public Comment / Other Business

## 7. Adjournment / Next Meeting

The next meeting of the Administration Committee is scheduled to be held on Wednesday, May 11, 2022 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](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.