

## Meeting Agenda - Final-revised

### Board of Directors of 375 Beale Condominium Corporation

*Board Members:*

*Sharon L. Landers, Therese W. McMillan,  
Andrew B. Fremier, and Brad Paul*

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Tuesday, November 8, 2022

10:00 AM

REMOTE

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The Board of Directors of 375 Beale Condominium Corporation is scheduled to meet on Tuesday, November 8, 2022 at 10:00 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.

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/85899150731>  
Or iPhone one-tap: US: +16469313860,,85899150731# or +13017158592,,85899150731#  
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: 858 9915 0731  
International numbers available: <https://bayareametro.zoom.us/u/kITzYo1Cr>

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 Meeting to Order / Roll Call / Confirm Quorum

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

## 2. Consent Calendar

- 2a. [22-1600](#) Minutes of the September 27, 2022 meeting

The Board will be asked to approve the minutes of the September 27, 2022, 375 Beale Condominium Corporation Board meeting.

**Action:** Board Approval

**Attachments:** [2a 22-1600 September 27, 2022 375 Beale Condo Draft Minutes.pdf](#)

- 2b. [22-1601](#) Resolution No. 005 Providing for Remote Meetings Pursuant to AB 361

The Board will be asked to adopt Resolution No. 005 Regarding Remote Meetings Pursuant to AB 361.

**Action:** Board Approval

**Attachments:** [2b 22-1601 Resolution 005 AB 361.pdf](#)

## Action / Discussion

3. [22-1352](#) Chief Financial Officer's Reports

The Board will receive and be asked to approve the 375 Beale Condominium Corporation financial report for FY 2021-22 Third Quarter ending March 31, 2022.

**Action:** Board Approval

**Presenter:** Derek Hansel

4. [22-1604](#) FY 2021-22 375 Beale Condominium Corporation Audit Results and Required Communications

The Board will receive a presentation on the FY 2021-22 audited financial reports and required communications from staff and Kathy Lai, Lead Engagement Partner from the external audit firm, Crowe LLP. Staff requests Board approval of the audited financial reports for FY 2021-22.

**Action:** Board Approval

**Presenter:** Suzanne Bode

**Attachments:** [4 22-1604 FY2021-22 Audit Results and Communications Summary Sheet](#)  
[4 22-1604 FY2021-22 Audit Results and Communications Presentation.pdf](#)  
[4 22-1604 FY2021-22 Financial Reports and Year End Audit Results.pdf](#)  
[4 22-1604 FY2021-22 Condominium Corporation Financial Statements .pdf](#)

5. [22-1377](#) Property Management Contract Auto-Renewal with Cushman & Wakefield of California, Inc.

The Board will receive a report on the renewal of the property management agreement with Cushman & Wakefield.

**Action:** Information

**Presenter:** Denise Rodrigues

**Attachments:** [5 22-1377 Cushman&Wakefield Property Managment Agreement.pdf](#)

6. [22-1602](#) Building Operations (Including Property Management Services, Activities and Safety and Security) and Projects Report

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

**Action:** Information

**Presenter:** Denise Rodrigues and Ebony Horace

**Attachments:** [6 22-1602 Building Operations and Project 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 held on a date and time to be duly noticed.

**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.