



# Metropolitan Transportation Commission Meeting Minutes

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

## Administration Committee

*Gina Papan, Chair Amber Manfree, Vice Chair*

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Wednesday, October 8, 2025

9:40 AM

Board Room - 1st Floor

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### 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, David Ambuehl

Chair Papan called the meeting to order at 9:45 a.m

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

**Present:** 7 - Commissioner Abe-Koga, Commissioner Fleming, Commissioner Lee, Vice Chair Manfree, Commissioner Melgar, Commissioner Miley and Chair Papan  
**Absent:** 1 - Commissioner Ramos

Non-voting members present: Commissioner Schaaf

Non-voting members absent: Commissioner Ambuehl

Ex-Officio Voting Members Present: Commission Chair Noack, Commission Vice Chair

Moulton-Peters, Commissioner Anderson (remote)

Ad-Hoc Non-voting members present: Commissioner Giacopini (remote)

### 2. Consent Calendar

**Upon the motion by Commissioner Manfree and seconded by Commissioner Fleming, the Consent Calendar, was unanimously approved by the following vote:**

**Aye:** 7 - Commissioner Abe-Koga, Commissioner Fleming, Commissioner Lee, Vice Chair Manfree, Commissioner Melgar, Commissioner Miley and Chair Papan  
**Absent:** 1 - Commissioner Ramos

**2a.** [25-1261](#) Approval of the Administration Committee September 10, 2025 Meeting Minutes.

**Action:** Committee Approval

- 2b.**     [25-1209](#)     Contract Amendment - On Call Design Services for State Route 37 Sears Point to Mare Island Improvement Project - AECOM Technical Services (\$860,000).  
                  **Action:** Committee Approval  
                  **Presenter:** Kevin Chen
- 2c.**     [25-1223](#)     Resilient State Route 37- Memorandum of Understanding Amendment.  
                  **Action:** Committee Approval  
                  **Presenter:** Jeanette Weisman
- 2d.**     [25-1330](#)     MTC Resolution No. 1198, Revised - Revisions to MTC's Conflict of Interest Code to Update List of Designated Positions - Release for Public Comment.  
                  **Action:** Commission Approval  
                  **Presenter:** Kathleen Kane

### **3. Public Comment / Other Business**

### **4. 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, November 12, 2025. Any changes to the schedule will be duly noticed to the public.**

Chair Papan adjourned the meeting at 9:47 a.m.