



# 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, March 11, 2026

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 9:51 a.m.

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

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

Commissioner Melgar was absent during Roll Call and arrived during agenda item 3a.

Non-voting members present: Commissioner Schaaf

Non-voting members absent: Commissioner Ambuehl

Ex-Officio Voting Members Present: Commission Chair Noack and Commission Vice Chair Moulton-Peters

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

### 2. Consent Calendar

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

**Aye:** 6 - Commissioner Abe-Koga, Commissioner Lee, Vice Chair Manfree, Commissioner Miley, Chair Papan and Commissioner Ramos

**Absent:** 2 - Commissioner Fleming and Commissioner Melgar

2a. [26-0231](#) Approval of the Administration Committee February 11, 2026, Meeting Minutes.

**Action:** Committee Approval

- 2b. [26-0219](#) MTC Resolution No. 4753: State Route 37 Designated Sub-Recipient Agreement for Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation Program (PROTECT) Funds.

**Action:** Commission Approval

**Presenter:** Kevin Chen

- 2c. [26-0317](#) Contract Amendment for General Legal Counsel and Services, Labor and Employment Law: Boucher Law, PC (\$150,000).

**Action:** Committee Approval

**Presenter:** Kathleen Kane

- 2d. [26-0319](#) Purchase Order Amendment - Temporary Employment Services: Accel Employment Services (\$130,000).

**Action:** Committee Approval

**Presenter:** George Alonzo

### 3. Commission Approval

- 3a. [26-0090](#) MTC Resolution No. 4751 - Authorization of MTC Operating Reserve Policy.

**Action:** Commission Approval

**Presenter:** Grace Martinez

Aleta Dupree was called to speak.

**Upon the motion by Commissioner Ramos and seconded by Chair Papan, the Committee approved referral of MTC Resolution No. 4751, Authorization of MTC Operating Reserve Policy, amending the motion, directing staff to include language specifying notification to the MTC Commission of any funds used. The motion carried the following vote:**

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

**Absent:** 1 - Commissioner Fleming

### 4. Information

- 4a. [26-0171](#) MTC Investment Portfolio Review.

**Action:** Information

**Presenter:** Natalie Perkins / Carlos Oblites, Chandler Asset Management, Inc.

### 5. Public Comment / Other Business

**6. Adjournment / Next Meetings:**

**The next regular meeting of the MTC Administration Committee is scheduled to be held at the Bay Area Metro Center, 375 Beale Street, San Francisco on Wednesday, April 8, 2026 at 9:40 a.m. Any changes to the schedule will be duly noticed to the public.**

Chair Papan adjourned the meeting at 10:49 a.m.