

Bay Area Air Quality Management District
939 Ellis Street
San Francisco, California 94109
(415) 749-5073

APPROVED MINUTES

Summary of Board of Directors
Ad Hoc Building Oversight Committee Meeting
Monday, December 14, 2015

1. CALL TO ORDER – ROLL CALL

Vice Chairperson Eric Mar called the meeting to order at 11:00 a.m.

Present: Vice-Chairperson Eric Mar; and Directors Scott Haggerty, David Hudson, and Liz Kniss.

Absent: Chairperson Carole Groom and Director Jim Spering.

Also Present: None.

2. PUBLIC COMMENT ON NON-AGENDA MATTERS: No requests received.

3. APPROVAL OF THE MINUTES OF SEPTEMBER 23, 2015

Ad Hoc Building Oversight Committee (Committee) Comments: None.

Public Comments: No requests received.

Committee Action:

Director Hudson made a motion, seconded by Director Kniss, to approve the minutes of September 23, 2015; and the motion carried by the following vote of the Committee:

AYES: Haggerty, Hudson, Kniss, and Mar.
NOES: None.
ABSTAIN: None.
ABSENT: Groom and Spering.

4. BAY AREA METRO CENTER (375 BEALE STREET) PROJECT STATUS REPORT- NOVEMBER, 2015

Jack Broadbent, Executive Officer/Air Pollution Control Officer (APCO), introduced the topic and Mary Ann Okpalaugo, Strategic Facilities Planning Manager of the Executive and Administrative Resources Division, gave the staff presentation *Bay Area Metro Center (375*

Beale Street) *Project Status Report – November 2015*, including a construction update; photographs of construction; development of Rincon Place; move coordination; and next steps.

The Committee was presented with a video “Sprint to The Finish Line” provided by Bay Area Headquarters Authority.

Ms. Okpalaugo concluded the presentation.

Public Comments: No requests received.

Committee Action: None; receive and file.

5. MOVE-IN SCHEDULE FOR 375 BEALE STREET

Damian Breen, Deputy APCO, gave the staff presentation *Move-In Schedule for 375 Beale Street*, including getting ready to move; project planning; operations planning; monitoring progress; and move schedule.

The Committee and staff discussed, at slide 7, *Move Schedule*, if it was possible to achieve an earlier move in date and various impacts that the move process would have on staff; delay scenarios and cost of such delays based on how they impact the Air District and accountability for such delays; the current value of the property versus its purchase price, lease payments and reserves; parking and directions; possible meeting at 375 Beale Street in February; and hopes that existing vendors at MTC’s Metro Center building will have the opportunity to do business at the new building.

Mr. Breen concluded the presentation.

Committee Comments:

The Committee and staff discussed the move date March 31, 2016 to April 3, 2016; moving the fleet and lab; the operations plan; logistics of staff reporting to 375 Beale Street on April 4, 2016; training for staff, future meetings at the new location; the building purchase deal; building management; completion of Rincon Plaza; offsite parking; and space concerns relative to new representatives expanding the Board of Directors.

Public Comments: No requests received.

Committee Action: None; receive and file.

6. COMMITTEE MEMBER COMMENTS / OTHER BUSINESS: None.

7. TIME AND PLACE OF NEXT MEETING: At the call of the Chairperson.

8. **ADJOURNMENT:** The meeting adjourned at 11:47 a.m.

15/ Tom Flannigan

Tom Flannigan
Acting, Clerk of the Boards