



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*

Wednesday, October 13, 2021

9:45 AM

REMOTE

The Administration Committee is scheduled to meet on Wednesday, October 13, 2021 at 9:45 a.m., in the Bay Area Metro Center (Remotely), or immediately following the 9:40 a.m. Special BAIFA meeting. In light of Governor Newsom's State of Emergency declaration regarding COVID-19 and in accordance with the recently signed Assembly Bill 361 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/85244615935>

Or iPhone one-tap: US: +16699006833,,85244615935# or +14086380968,,85244615935#

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: 852 4461 5935

International numbers available: <https://bayareametro.zoom.us/j/85244615935>

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 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. Consent Calendar

- 2a. [21-1141](#) Minutes of the September 8, 2021 meeting

Action: Committee Approval

Attachments: [2a - 21-1141 - Sept 08 Admin Draft Meeting Minutes.pdf](#)

- 2b. [21-1154](#) Funding Agreements - Priority Conservation Area (PCA) Grant program:
(1) Alameda County Transportation Commission (\$600,000) funding match toward PCA award for West Oakland Environmental Indicators Project for Adapt Oakland: Urban Greening in West Oakland project; and
(2) funding agreement with West Oakland Environmental Indicators Project (WOEIP) for a total of \$900,000 to fund the Adapt Oakland: Urban Greening in West Oakland project.

Action: Commission Approval

Presenter: Vijay Kesavan

Attachments: [2b - 21-1154 - Funding Agreements - PCA Grant Program.pdf](#)

3. Approval

- 3a. [21-1024](#) MTC Resolution No. 4458, Revised FY 2021-22 Overall Work Program (OWP), Amendment No.1

A request that the Committee refer MTC Resolution No. 4458, Revised, which would amend the MTC FY 2021-22 Overall Work Program (OWP), to include new grant awards as well as certain revisions to the scope of some work elements as well as OWP budget shifts within work elements, to the Commission for approval.

Action: Commission Approval

Presenter: Brian Mayhew

Attachments: [3a - 21-1024 - Reso 4458 FY 2021-22 OWP Amendment 1.pdf](#)

4. Information

4a. [21-1246](#) MTC Administrative Support For ABAG

A recommendation for a series of financial options to provide support to ABAG Administrative functions and reduce the future ABAG structural operating deficit. Overall cost to MTC will be approximately \$530,000 from the termination of the ABAG staff surcharge.

Action: Information

Presenter: Brian Mayhew

Attachments: [4a - 21-1246 - ABAG Financial Support.pdf](#)

5. Public Comment / Other Business

6. Adjournment / Next Meeting

The next meeting of the Administration Committee is scheduled to be held on Wednesday, November 10, 2021 at 9:40 a.m. remotely and by webcast. 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) 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.

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.



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 21-1141 **Version:** 1 **Name:**
Type: Minutes **Status:** Committee Approval
File created: 8/31/2021 **In control:** Administration Committee
On agenda: 10/13/2021 **Final action:**
Title: Minutes of the September 8, 2021 meeting
Sponsors:
Indexes:
Code sections:
Attachments: [2a - 21-1141 - Sept 08 Admin Draft Meeting Minutes.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:
Minutes of the September 8, 2021 meeting

Recommended Action:
Committee Approval



Metropolitan Transportation Commission Meeting Minutes

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

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*

Wednesday, September 8, 2021

9:40 AM

Board Room - 1st Floor (REMOTE)

Call Remote Meeting to Order

1. Roll Call / Confirm Quorum

Present: 7 - Commissioner Abe-Koga, Vice Chair Chavez, Chair Glover, Commissioner Papan, Commissioner Rabbitt, Commissioner Ronen and Commissioner Worth
Absent: 1 - Commissioner Miley

Non-Voting Member Absent: Commissioner El-Tawansy

Ex Officio Voting Members Present: Commission Chair Pedroza and Commission Vice Chair Josefowitz

Ad Hoc Non-Voting Members Present: Commissioner Canepa, Commissioner Fleming, Commissioner Giacomini, and Commissioner Sperling

2. Consent Calendar

Agenda item 2h was pulled from the Consent Calendar to be considered separately by the Committee.

Upon the motion by Vice Chair Chavez and the second by Commissioner Worth, the Consent Calendar was unanimously approved by the following vote:

Aye: 7 - Commissioner Abe-Koga, Vice Chair Chavez, Chair Glover, Commissioner Papan, Commissioner Rabbitt, Commissioner Ronen and Commissioner Worth

Absent: 1 - Commissioner Miley

2a. [21-1003](#) Minutes of the July 14, 2021 meeting

Action: Committee Approval

2b. [21-1004](#) MTC Investment Report for June 2021 (Unaudited)

Action: Information

Presenter: Catherine Cam

- 2c. [21-1005](#) MTC Financial Statements for June 2021 (Unaudited)
Action: Information
Presenter: Raymond Woo
- 2d. [21-1006](#) Quarterly Travel Report
Action: Information
Presenter: Raymond Woo
- 2e. [21-1031](#) MTC Resolution No. 4483. Authorization for the execution of a Master Agreement and Program Supplement Agreements for State-Funded Transit Projects with the California Department of Transportation.
Action: Commission Approval
Presenter: John Saelee
- 2f. [21-1059](#) Funding Agreement - Augment Pavement Management Technical Assistance (P-TAP) 22 Projects: City of Oakland (\$900,000); and Contract Amendment - P-TAP Round 22: Nichols Consulting Engineers, CHTD (\$900,000)
Action: Committee Approval
Presenter: Sui Tan
- 2g. [21-1122](#) Legal Services Agreement Amendment - Special CEQA Counsel related to Plan Bay Area 2050: Thomas Law Group (\$100,000)
Action: Committee Approval
Presenter: Matthew Lavrinets
- 2h. [21-1123](#) Contract - Bay Area Regional Rail Partnerships - Project Delivery and Governance: Steer Davies & Gleave, Inc. (\$451,824)
Action: Committee Approval
Presenter: Shruti Hari
- Upon the motion by Vice Chair Chavez and the second by Commissioner Rabbitt, the Committee unanimously approved the contract with Steer Davies & Gleave, Inc. The motion carried by the following vote:
- Aye:** 7 - Commissioner Abe-Koga, Vice Chair Chavez, Chair Glover, Commissioner Papan, Commissioner Rabbitt, Commissioner Ronen and Commissioner Worth
- Absent:** 1 - Commissioner Miley

3. Approval

- 3a. [21-1025](#) MTC Resolution No. 4459, Revised - MTC FY 2021-22 Agency Operating and Capital Budgets, Amendment No. 1

A request that the Committee refer MTC Resolution No. 4459 Revised, Amendment 1, amending the MTC FY 2021-22 Operating and Capital Budgets to the Commission for approval.

Action: Commission Approval

Presenter: Brian Mayhew

Upon the motion by Vice Chair Chavez and the second by Commissioner Abe-Koga, the Committee unanimously approved the referral of MTC Resolution No. 4459, Revised to the Commission for approval. The motion carried by the following vote:

Aye: 7 - Commissioner Abe-Koga, Vice Chair Chavez, Chair Glover, Commissioner Papan, Commissioner Rabbitt, Commissioner Ronen and Commissioner Worth

Absent: 1 - Commissioner Miley

4. Public Comment / Other Business

5. Adjournment / Next Meeting

The next meeting of the Administration Committee is scheduled to be held on Wednesday, October 13, 2021 at 9:40 a.m. remotely and by webcast. Any changes to the schedule will be duly noticed to the public.



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 21-1154 **Version:** 1 **Name:**

Type: Contract **Status:** Commission Approval

File created: 9/1/2021 **In control:** Administration Committee

On agenda: 10/27/2021 **Final action:**

Title: Funding Agreements - Priority Conservation Area (PCA) Grant program:
(1) Alameda County Transportation Commission (\$600,000) funding match toward PCA award for West Oakland Environmental Indicators Project for Adapt Oakland: Urban Greening in West Oakland project; and
(2) funding agreement with West Oakland Environmental Indicators Project (WOEIP) for a total of \$900,000 to fund the Adapt Oakland: Urban Greening in West Oakland project.

Sponsors:

Indexes:

Code sections:

Attachments: [2b - 21-1154 - Funding Agreements - PCA Grant Program.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

Funding Agreements - Priority Conservation Area (PCA) Grant program:
(1) Alameda County Transportation Commission (\$600,000) funding match toward PCA award for West Oakland Environmental Indicators Project for Adapt Oakland: Urban Greening in West Oakland project; and
(2) funding agreement with West Oakland Environmental Indicators Project (WOEIP) for a total of \$900,000 to fund the Adapt Oakland: Urban Greening in West Oakland project.

Presenter:

Vijay Kesavan

Recommended Action:

Commission Approval

Metropolitan Transportation Commission Administration Committee

October 13, 2021

Agenda Item 2b - 21-1154

Funding Agreements – Priority Conservation Area (PCA) Grant program:

(1) Alameda County Transportation Commission (\$600,000) funding match toward PCA award for West Oakland Environmental Indicators Project for Adapt Oakland: Urban Greening in West Oakland project; and (2) funding agreement with West Oakland Environmental Indicators Project (WOEIP) for a total of \$900,000 to fund the Adapt Oakland: Urban Greening in West Oakland project.

Subject: Staff recommends that the Committee authorize the Executive Director to enter into (1) a funding agreement with Alameda County Transportation Commission to receive an amount not to exceed \$600,000 for the pass-through of funds to the Adapt Oakland: Urban Greening in West Oakland project and (2) a funding agreement with West Oakland Environmental Indicators Project (WOEIP) for a total of \$900,000 to fund the Adapt Oakland: Urban Greening in West Oakland project.

Background: The Priority Conservation Area (PCA) Grant Program, initiated by MTC in 2013, provides funding for cities, counties, park districts and other agencies and nonprofits to acquire, enhance, or improve access to designated PCAs. On November 4, 2020, the Commission programmed \$300,000 to WOEIP for the Adapt Oakland: Urban Greening in West Oakland project. WOEIP will facilitate implementation, procure matching funds, and ensure the success of long-term maintenance of the Adapt Oakland: Urban Greening in West Oakland Project. WOEIP will oversee the project and subcontract the design team, necessary consultants, contractors, job training organization, and others as needed. MTC will be the CEQA lead agency.

On July 22, 2021, Alameda County Transportation Commission (ACTC) allocated \$600,000 in Measure BB funds to the project. This award satisfies the 2:1 match requirement of the PCA Grant program, allowing the project to proceed.

To streamline project delivery and reduce the administrative burden for WOEIP, staff recommends accepting Measure BB funds from ACTC as a pass-through of funds awarded to the Adapt Oakland project and entering into a separate funding agreement with West Oakland Environmental Indicators Project (WOEIP) for the full \$900,000 to fund the project.

The full program of projects for the PCA Grant program is provided as Attachment 1 for reference. ACTC's funding agreement to allocate \$600,000 in Measure BB funds toward this project is provided as Attachment 2.

Issues: None.

Recommendation: Staff recommends that the Committee authorize the Executive Director to enter into (1) a funding agreement with Alameda County Transportation Commission to receive an amount not to exceed \$600,000 for the pass-through of funds to the Adapt Oakland: Urban Greening in West Oakland project and (1) a funding agreement with West Oakland Environmental Indicators Project (WOEIP) for a total of \$900,000 to fund the Adapt Oakland: Urban Greening in West Oakland project.

Attachments: Attachment 1 – PCA Grant Program of Projects
Attachment 2 – Request for Committee Approval – Summary of Proposed Funding Agreement with WOEIP
Attachment 3 – Request for Committee Approval – Summary of Proposed Funding Agreement with Alameda County Transportation Commission


Therese W. McMillan

OBAG 2 Priority Conservation Area (PCA) Grant Program

PCA Grant Program of Projects*Projects located within Alameda, Contra Costa, San Francisco, San Mateo and Santa Clara Counties*

MTC Funding			
County	Applicant	Project Title	Amount
Alameda	Alameda County	Niles Canyon Trail, Phase 1	\$321,000
Alameda	Albany	Albany Hill Access Improvements	\$251,000
Alameda	Livermore	Arroyo Road Trail	\$400,000
Alameda	WOEIP/Urban Biofilter	Adapt Oakland: Urban Greening in West Oakland	\$300,000
Contra Costa	East Bay Regional Parks District	Bay Trail at Pt. Molate (Richmond San Rafael Bridge to Pt. Molate Beach Park)	\$1,000,000
Contra Costa	John Muir Land Trust	Pacheco Marsh/Lower Walnut Creek Restoration and Public Access	\$950,000
San Francisco	SFCTA	Yerba Buena Island Multi-Use Pathway (PE/ENV phase)	\$1,000,000*
San Francisco	San Francisco Rec. and Parks Dept.	McLaren Park and Neighborhood Connections Plan	\$194,000
San Francisco	San Francisco Rec. and Parks Dept./Coastal Conservancy	Twin Peaks Trail Improvement	\$74,000**
San Mateo	Golden Gate National Park Cons./ NPS	Rancho Corral de Tierra Unit Management Plan Engagement	\$200,000
San Mateo	Half Moon Bay	Pillar Point Public Access Improvements	\$298,000
San Mateo	Menlo Park	Bedwell Bayfront Park Entrance Imps.	\$520,000
San Mateo	San Mateo County	Colma Creek Adaptation Study (Colma Creek Connector)	\$110,000
San Mateo	San Mateo County	San Bruno Mountain Habitat Conservation Plan Grazing Pilot	\$137,900
San Mateo	South San Francisco	Sign Hill Conservation and Trail Master Plan	\$135,100
Santa Clara	Point Blue Conservation Science	Pajaro River Watershed: Habitat Restoration and Climate Resilient Imps.	\$379,000
Santa Clara	Santa Clara Valley Open Space Authority	Coyote Ridge Open Space Preserve Public Access, Phase 1	\$400,000
Santa Clara	Santa Clara Valley Open Space Authority	Tilton Ranch Acquisition	\$1,000,000
Regional	MTC	PDA Grant Implementation	\$500,000
Regional	MTC/Green Info Network	Bay Area Greenprint PCA Enhancements	\$30,000
MTC Funding Total			\$8,200,000

OBAG 2 Priority Conservation Area (PCA) Grant Program

PCA Grant Program of Projects

Projects located within Alameda, Contra Costa, San Francisco, San Mateo and Santa Clara Counties

Conservancy Funding (Shown for informational purposes only)			
County	Applicant	Project Title	Amount
Contra Costa	Richmond	Bay Trail at Pt. Molate (Pt. Molate Beach Park to Stenmark Dr.)	\$1,000,000
San Francisco	San Francisco Rec. and Parks Dept.	Twin Peaks Trail Improvement	\$426,000**
San Mateo	Midpeninsula Reg. Open Space District	Purissima-to-the-Sea Trail and Parking Area	\$151,000
Santa Clara	San Jose	Coyote Creek Trail Singleton Rd Crossing	\$140,000
Santa Clara	San Jose	Five Wounds Trail Master Planning	\$83,000
Conservancy Funding Total			\$1,800,000
PCA Grant Program Total			\$10,000,000

* PCA Grant award proposed to be repaid by \$1,000,000 in future BATA funds.

** The recommended grant amount for this project is \$500,000, with \$426,000 proposed in state bond funds (pending approval of the Conservancy Board) and the balance funded through MTC's PCA Grant program funds. MTC's funds will be provided to the Coastal Conservancy for management of the two fund sources for this project.

ATTACHMENT 2: REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Funding Agreement

Work Item No.:	1127
Consultant:	West Oakland Environmental Indicators Project Oakland, CA
Work Project Title:	Adapt Oakland: Urban Greening in West Oakland Project
Purpose of Project:	Adapt Oakland: Urban Greening in West Oakland Project will further develop site specific freeway vegetated buffer strategies and design along the southern portion of Frontage Road in West Oakland; collaborate with City of Oakland officials to permit the buffers and develop Best Management Practices; develop a stewardship model for urban green infrastructure that integrates job training and development; and implement the greening strategies to refine and expand greening strategies at scale across West Oakland.
Brief Scope of Work:	WOEIP will facilitate implementation, procure matching funds, and ensure the success of long-term maintenance of the Adapt Oakland: Urban Greening in West Oakland Project. WOEIP will oversee the project and subcontract the design team, necessary consultants, contractors, job training organization, and others as needed. MTC will be the CEQA lead agency.
Project Cost Not to Exceed:	\$900,000
Funding Source:	Alameda County Transportation Commission (ACTC) Measure BB funds
Fiscal Impact:	Funding is subject to inclusion in the FY21/22 budget and receipt of \$600,000 from ACTC.
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into a funding agreement with West Oakland Environmental Indicators Project for Adapt Oakland: Urban Greening in West Oakland Project as described above and in the Administration Committee Summary Sheet dated October 13, 2021 and the Chief Financial Officer is authorized to set aside \$900,000 for such funding agreement, subject to inclusion in the agency budget.
Administration Committee:	<hr/> Federal D. Glover, Chair
Approved:	October 13, 2021

ATTACHMENT 3: REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Funding Agreement

Work Item No.:	1127
Consultant:	Alameda County Transportation Commission
Work Project Title:	Funding Agreement with Alameda County Transportation Commission (ACTC) to West Oakland Environmental Indicators Project
Purpose of Project:	To accept \$600,000 in local funding from the ACTC as a pass-through grant to West Oakland Environmental Indicators Project (WOEIP)
Brief Scope of Work:	Funding agreement to accept \$600,000 in local funding from ACTC as a pass-through grant to WOEIP for Adapt Oakland: Urban Greening in West Oakland Project.
Project Cost Not to Exceed:	There will be no cost associated with the Funding Agreement. MTC will accept \$600,000 in local funds from ACTC as part of a pass-through grant agreement.
Funding Source:	ACTC Measure BB funds
Fiscal Impact:	Incoming funding to be passed-through to WOEIP.
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into a funding agreement with ACTC to receive funds to pass-through to West Oakland Environmental Indicators Project for Adapt Oakland: Urban Greening in West Oakland Project as described above and in the Administration Committee Summary Sheet dated October 13, 2021 and the Chief Financial Officer is authorized to accept \$600,000 for such funding agreement.
Administration Committee:	<hr/> Federal D. Glover, Chair
Approved:	October 13, 2021



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #:	21-1024	Version:	1	Name:	
Type:	Resolution	Status:		Commission Approval	
File created:	7/26/2021	In control:		Administration Committee	
On agenda:	10/13/2021	Final action:			
Title:	MTC Resolution No. 4458, Revised FY 2021-22 Overall Work Program (OWP), Amendment No.1				
	A request that the Committee refer MTC Resolution No. 4458, Revised, which would amend the MTC FY 2021-22 Overall Work Program (OWP), to include new grant awards as well as certain revisions to the scope of some work elements as well as OWP budget shifts within work elements, to the Commission for approval.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	3a - 21-1024 - Reso 4458 FY 2021-22 OWP Amendment 1.pdf				

Date	Ver.	Action By	Action	Result
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Subject:

MTC Resolution No. 4458, Revised FY 2021-22 Overall Work Program (OWP), Amendment No.1

A request that the Committee refer MTC Resolution No. 4458, Revised, which would amend the MTC FY 2021-22 Overall Work Program (OWP), to include new grant awards as well as certain revisions to the scope of some work elements as well as OWP budget shifts within work elements, to the Commission for approval.

Presenter:

Brian Mayhew

Recommended Action:

Commission Approval

Metropolitan Transportation Commission Administration Committee

October 13, 2021

Agenda Item 3a - 21-1024

MTC Resolution No. 4458, Revised FY 2021-22 Overall Work Program (OWP), Amendment No.1

Subject: A request that the Committee refer MTC Resolution No. 4458, Revised, which would amend the MTC FY 2021-22 Overall Work Program (OWP), to include new grant awards as well as certain revisions to the scope of some work elements as well as OWP budget shifts within work elements, to the Commission for approval.

Background: The Fixing America's Surface Transportation Act (FAST Act) calls for the development of the Overall Work Program (OWP) by the federally designated Metropolitan Planning Organization (MPO). The Metropolitan Transportation Commission (MTC), as the federally designated MPO for the nine-county San Francisco Bay Area region, annually develops and maintains the OWP. The OWP is the principal document governing the budget, allocation, and use of federal and state transportation planning funds in the nine-county San Francisco Bay Area region.

The OWP is subject to periodic adjustments resulting from changes in activities, scope of work, project tasks and deliverables as well as revisions in revenues and expenditures during the fiscal year. The proposed Amendment No.1 to the FY 2021-22 OWP accounts for the following:

Consolidated Planning Grant:

- New Federal Transit Administration (FTA) 5304 \$500,000 for Network Management—Planning for Implementation.
- Supplemental Senate Bill (SB)1 formula funding - \$18,696.
- \$500,000 Federal Highway Administration (FHWA) State Planning and Research (SP&R) funds shifted to a new work item in the Overall Work Program (OWP). This change, including staffing support, is revised for federal reporting purposes and does not impact the overall budget or the budget for the Next Generation Bay Area Freeways Study.
- Scope update on BART Metro 2030.

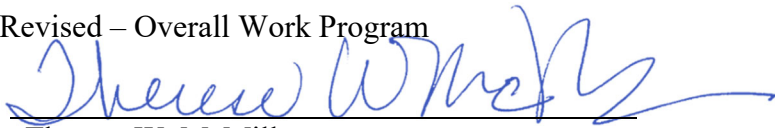
In addition to the transportation planning funds authorized in Resolution No. 4458, the MTC Budget Summary table included in the FY 2021-22 OWP, contains operating and capital project and funding.

Commission approval is the first step in authorizing the FY 2021-22 expenditure of federal and state funds. Following approval by the Commission, Caltrans will review and approve the OWP, which must then be included in the MTC Operating budget for FY 2021-22.

An electronic version of the FY 2021-22 OWP can be reviewed at the following link: <https://mtc.ca.gov/about-mtc/administrative-requirements/overall-work-program-owp>.

Recommendation: Staff recommends that the Committee refer MTC Resolution No. 4458, Revised, to the Commission for approval.

Attachments: MTC Resolution No.4458, Revised – Overall Work Program


Therese W. McMillan

Date: April 28, 2021
W.I.: 1152
Referred by: Administration Committee
Revised: 10/27/2021-C

ABSTRACT

MTC Resolution No. 4458, Revised

This resolution approves MTC's Overall Work Program (OWP) for transportation planning activities in the nine-county San Francisco Bay Area for FY 2021-22, certifies that the planning process of the Metropolitan Transportation Commission (MTC) is in conformance with the applicable joint metropolitan transportation planning and programming regulations of the U.S. Department of Transportation (DOT), and authorizes MTC's Executive Director to apply for and execute agreements with the DOT for grants to aid in the financing of the OWP.

Amendment No. 1 to the FY 2021-22 OWP includes new grant awards as well as certain revisions to the scope of some work elements and OWP budget shifts within work elements: new Federal Transit Administration (FTA) 5304 \$500,000 for Network Management—Planning for Implementation; Senate Bill (SB)1 formula funding \$18,696; \$500,000 Federal Highway Administration (FHWA) State Planning and Research (SP&R) funds shifted to a new work item in the Overall Work Program (OWP) for the Next Generation Bay Area Freeways Study; and scope update on BART Metro 2030.

Further discussion of the OWP is contained in the MTC Administration Committee Summary Sheets dated April 14, 2021 and October 13, 2021.

Date: April 28, 2021
W.I.: 1152
Referred by: Administration Committee
Revised: 10/27/2021-C

Re: Overall Work Program for Fiscal Year 2021-22, Certification of Compliance with Requirements of Federal Metropolitan Transportation Planning and Programming Regulations, and Authorization to Apply for and Execute Agreements for Federal Grants.

METROPOLITAN TRANSPORTATION COMMISSION

RESOLUTION NO. 4458

WHEREAS, the Metropolitan Transportation Commission (MTC) is the regional transportation planning agency for the San Francisco Bay Area pursuant to Government Code Section 66500 *et seq.*; and

WHEREAS, MTC is also the designated Metropolitan Planning Organization (MPO) for the Bay Area and is charged with carrying out the metropolitan transportation planning and programming process required to maintain the region's eligibility for federal funds for transportation planning, capital improvements, and operations; and

WHEREAS, MTC has articulated goals and objectives for the region's transportation system through its current Regional Transportation Plan (RTP)/Sustainable Communities Strategy (SCS) entitled Plan Bay Area 2040, which was adopted in July 2017; and

WHEREAS, MTC has developed, in cooperation with the State of California and with publicly-owned operators of mass transportation services, a work program for carrying out continuing, comprehensive, and cooperative transportation planning; and

WHEREAS, an Overall Work Program (OWP) for planning activities in the Bay Area for FY 2021-22 has been prepared by MTC, the Association of Bay Area Governments, the California Department of Transportation (Caltrans), the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA); and

WHEREAS, the OWP for Fiscal Year 2021-22 includes Caltrans' Unified Work Program for the fiscal year to achieve the goals and objectives in MTC's Regional Transportation Plan (RTP); and

WHEREAS, MTC's Administration Committee has reviewed and recommended adoption of the OWP for FY 2021-22; and

WHEREAS, 23 Code of Federal Regulations (CFR) 450.334 requires that the designated MPO certify each year that the planning process is being conducted in conformance with the applicable requirements; and

WHEREAS, MTC desires to apply for and execute one or more agreements with the United States Department of Transportation (DOT) for a grant(s) to aid in the financing of MTC's Overall Work Program for fiscal year 2021-22; now, therefore, be it

RESOLVED, that MTC does hereby adopt the FY 2021-22 OWP and proposed budget therein, attached hereto as Attachment A to this Resolution and incorporated herein as though set forth at length; and be it further

RESOLVED, that MTC certifies that MTC's planning process is addressing the major issues in the metropolitan area and will be conducted in accordance with 23 CFR 450.334 and the Fixing America's Surface Transportation Act (FAST Act) and applicable requirements that are set forth in Attachment B to this Resolution and incorporated herein as though set forth at length; and be it further

RESOLVED, that MTC's Administration Committee shall monitor, direct, and update the OWP as necessary during Fiscal Year 2021-22 and shall incorporate any amendments into appropriate supplements to the OWP; and be it further

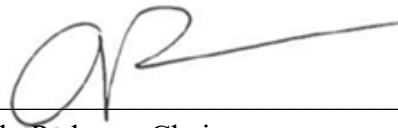
RESOLVED, that the Executive Director or her designee is authorized to apply for and execute any agreements with DOT for grants to aid in the financing of MTC's Overall Work Program included in Attachment A to this Resolution and to execute any subsequent amendments to such agreement(s) consistent with Attachment C to this Resolution; and be it further

RESOLVED, that the Executive Director or designee is authorized to execute and file with such application assurances or other documentation requested by DOT of

MTC's compliance with applicable federal statutory and regulatory requirements; and be it further

RESOLVED, that the Executive Director or designee is authorized to make administrative changes to the grant application(s) so long as such changes do not affect the total amount of the grant or scope of work.

METROPOLITAN TRANSPORTATION COMMISSION

A handwritten signature in dark ink, appearing to be 'AP' followed by a long horizontal stroke, positioned above a solid horizontal line.

Alfredo Pedroza, Chair

The above resolution was entered into by the Metropolitan Transportation Commission at a regular meeting of the Commission held in San Francisco, California and at other remote locations on April 28, 2021.

Date: April 28, 2021
W.I.: 1152
Referred by: Administration Committee
Revised: 10/27/2021-C

Attachment A
Resolution No. 4458
Page 1 of 1

Attachment A is the FY 2021-22 Overall Work Program for Planning Activities in the San Francisco Bay Area. Copies are on file at the MTC library.

Attachment B
Resolution No. 4458
Page 1 of 1

In accordance with 23 CFR 450.334 and 450.218, and the Fixing America's Surface Transportation Act (the "FAST Act"), Metropolitan Transportation Commission ("MTC"), the Metropolitan Planning Organization for the San Francisco Bay Area, hereby certifies that the transportation planning process is addressing the major issues in the metropolitan planning area, and is being conducted in accordance with all applicable requirements, including:

- (1) 23 U.S.C. 134 and 135, 49 U.S.C. 5303 and 5304, and Part 450 of Subchapter E of Chapter 1 of Title 23 of the Code of Federal Regulations;
- (2) In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- (5) Section 1101(b) of the FAST Act (Pub.L. 114-94) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- (6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (7) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
- (8) The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- (9) Section 324 of Title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- (10) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

Date: April 28, 2021
W.I.: 1152
Referred by: Administration Committee

Attachment C
Resolution No. 4458
Page 1 of 1

Attachment C includes all amendments and supplements to the FY 2021-22 Overall Work Program for Planning Activities in the San Francisco Bay Area. Copies are on file at the MTC offices.

Amendment No. 1 to the FY 2021-22 OWP includes new grant awards as well as certain revisions to the scope of some work elements and OWP budget shifts within work elements: new Federal Transit Administration (FTA) 5304 \$500,000 for Network Management—Planning for Implementation; Senate Bill (SB)1 formula funding \$18,696; \$500,000 Federal Highway Administration (FHWA) State Planning and Research (SP&R) funds shifted to a new work item in the Overall Work Program (OWP) for the Next Generation Bay Area Freeways Study; and scope update on BART Metro 2030.



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #:	21-1246	Version:	1	Name:	
Type:	Report	Status:		Informational	
File created:	9/20/2021	In control:		Administration Committee	
On agenda:	10/13/2021	Final action:			
Title:	MTC Administrative Support For ABAG				

A recommendation for a series of financial options to provide support to ABAG Administrative functions and reduce the future ABAG structural operating deficit. Overall cost to MTC will be approximately \$530,000 from the termination of the ABAG staff surcharge.

Sponsors:

Indexes:

Code sections:

Attachments: [4a - 21-1246 - ABAG Financial Support.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

MTC Administrative Support For ABAG

A recommendation for a series of financial options to provide support to ABAG Administrative functions and reduce the future ABAG structural operating deficit. Overall cost to MTC will be approximately \$530,000 from the termination of the ABAG staff surcharge.

Presenter:

Brian Mayhew

Recommended Action:

Information

Metropolitan Transportation Commission Administration Committee

October 13, 2021

Agenda Item 4a - 21-1246

MTC Administrative Support For ABAG

Subject: A recommendation for a series of financial options to provide support to ABAG Administrative functions and reduce the future ABAG structural operating deficit. Overall cost to MTC will be approximately \$530,000 from the termination of the ABAG staff surcharge.

Background: Since the consolidation of ABAG staff into MTC operations, MTC has provided support to ABAG operations. In general the support has been to facilitate ABAG's grant operations, including (MTC Resolution Nos. 4385 and 4394):

- Cashflow advances up to \$8 million to cover the timing differential between vendor payments and grant reimbursements. The advances are secured by ABAG grant receivables; and
- BayRen Energy program loan of up to \$2.0 million to facilitate development of a residential water savings program. The loan is secured by utility payments guaranteed by the participating water utility.

MTC annually reviews the type and amount of financial support provided to ABAG and makes adjustments for both amounts and programmatic needs.

ABAG Administrative Finances

The support provided through MTC has helped ABAG and its millions of dollars in grant operations maintain their integrity in the transition, however, ABAG has not been able to control the administrative deficit. This is not to say ABAG has not made financial improvements. For example, the entire OPEB obligation has been retired in just the last three years, the final payment made through a contribution from ABAG FAN.

Most of the operating budget goes to pay the unfunded pension obligation. However, there are MTC charges that are contributing to the deficit as well. These charges include the staff surcharge as well as building assessments. These charges may no longer be appropriate, or necessary. As such, staff is proposing a series of modifications that will help improve the ABAG finances. These actions include:

- Waive the \$530,000 staff surcharge. The staff surcharge was approved as a means of supporting the administrative cost of the approximately 70 staff that transitioned to MTC. At the time the charge was implemented, there was no administrative overhead from the ABAG grant programs to cover support costs. Since the consolidation, almost all grants have full overhead rates assessed and we expect all grants to cover administrative overhead in the next two years. The total administrative overhead charge MTC earned from ABAG grants was \$1.4 million in FY 2021, far in excess of the \$530,000 surcharge.

- Underwrite a restructuring of the ABAG pension obligation. Under current market conditions a restructuring of the \$17 million unfunded pension obligation could save ABAG approximately \$400 thousand annually.

	Current	Revised
Payment	\$1.7 million	\$1.4 million
Rate	7.0%	3.0%
Term	13 years	15 years
Total Pmts	\$22.1 million	\$21.0 million
Principal	\$17 million	\$17 million

Under current market conditions the obligation can be restructured on a taxable basis, extended two years and still result in lower annual payments. Payments will be secured through the ABAG annual dues assessment. MTC has underwritten other local obligations, including a building improvement for WETA and local construction projects through the State of California

- Reconsider ABAG ownership in 375 Beale building. ABAG owns approximately 9% of the 375 Beale St. condominium. The ownership was based on space for approximately 70 ABAG employees who are now under MTC administration and covered by MTC overhead calculations. The ownership could be restructured to include a proportion of the common areas such as board and meeting rooms and relieve ABAG of the staffing space.

In addition, we will be requesting that ABAG change the way the dues are calculated and assessed. Currently, the charges are based on the prior-year assessment adjusted by a combination of population and CPI change the assessed on a declining per-capita scale depending on member population size. This formula covered only \$2.5 million of the FY 2022 budget of nearly \$4.2 million. We will recommend as part of the FY 2023 budget development that the formula be based on total expenses and assessed to members on a straight per-capita basis. These changes will help facilitate the financial integrity and future for ABAG. As important, the potential change in charges and space reflect the changing nature and evolution of the business relationship between ABAG and MTC.

ABAG is an important regional partner and their financial security is important to the future of this partnership. The combination of MTC and ABAG changes should solidify ABAG financial integrity for years to come.

Specific Actions

MTC

- Waive the \$530,000 staff surcharge assessed for both FY 2021 and FY 2022. FY 2021 will require an amendment to the FY 2022 Operating Budget
- Approve underwriting the ABAG pension restructuring. Approval will require an amendment to MTC Resolution No. 4559
- Develop a revised ownership plan for ABAG ownership in 375 Beale St. based on common area ownership


ABAG

- Agree to pension restructuring and retain professional support
- Agree on independent representative to restructure 375 Beale St. ownership
- Develop new dues assessment model based on total costs for presentation to the General Assembly as part of the FY 2023 budget

Total cost of the recommendations will be the \$530,000 per year for waiving the staff surcharge for FY 2021 & FY 2022. Any underwriting costs will be covered as part of the financing and fees for restructure the building should be covered as part of the restructuring.

Recommendation: Staff requests MTC Administrative Committee direction on the above actions.

Attachments: None


Therese W. McMillan