



Advancing California
Finance Authority

375 Beale Street
Suite 700
San Francisco, California
94105

Meeting Agenda - Final

ABAG ACFA Governing Board

Chair, Karen Mitchoff, Supervisor, County of Contra Costa
Vice Chair, Jesse Arreguin, Mayor, City of Berkeley

Thursday, January 20, 2022

5:15 PM

REMOTE

Advancing California Finance Authority Governing Board

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://abag.ca.gov/meetings-events/live-webcasts>

Members of the public are encouraged to participate remotely via Zoom at the following link or phone number:

Please click the link below to join the webinar:

<https://bayareametro.zoom.us/j/81645648342>

Or One tap mobile :

US: +13462487799,,81645648342# or +12532158782,,81645648342#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 346 248 7799 or +1 253 215 8782 or +1 408 638 0968 or +1 669 900 6833 or +1 301 715 8592 or +1 312 626 6799 or +1 646 876 9923 or 877 853 5247 (Toll Free) or 888 788 0099 (Toll Free) or 833 548 0276 (Toll Free) or 833 548 0282 (Toll Free)

Webinar ID: 816 4564 8342

Detailed instructions on participating via Zoom are available at:

<https://abag.ca.gov/zoom-information>

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.

The ACFA Governing Board may act on any item on the agenda.

The meeting is scheduled to begin at 5:15 p.m., or immediately following the preceding ABAG committee meeting.

Agenda, roster, and webcast available at <http://abag.ca.gov>

For information, contact Clerk of the Board at (415) 820-7913.

Roster

Karen Mitchoff, Supervisor, County of Contra Costa—Chair
Jesse Arreguin, Mayor, City of Berkeley—Vice Chair
Cindy Chavez, Supervisor, County of Santa Clara
Belia Ramos, Supervisor, County of Napa

1. Call to Order / Roll Call / Confirm Quorum**2. Public Comment**

Information

3. Governing Board Announcements

Information

4. Governing Board Chair's Report

- 4.a. [22-0101](#) ACFA Governing Board Chair's Report for January 20, 2022

Action: Information

Presenter: Karen Mitchoff

5. Executive Director's Report

- 5.a. [22-0102](#) Executive Director's Report for January 20, 2022

Action: Information

Presenter: Therese McMillan

6. Consent Calendar

- 6.a. [22-0103](#) Approval of ACFA Governing Board Minutes of December 16, 2021

Action: Approval

Presenter: Clerk of the Board

Attachments: [6a ACFA GB Minutes 20211216 Draft.pdf](#)

- 6.b. [22-0104](#) Report on ABAG FAN Contracts and Purchase Requisitions between \$20,000 and \$200,000 from September 2021 to October 2021

Action: Approval

Presenter: Raymond Woo

Attachments: [6b Summary Sheet ABAG FAN Contracts and Purchase Requisitions.pdf](#)

7. ABAG Finance Authority for Nonprofit Corporations

7.a. [22-0105](#) Report on ABAG FAN Financial Statements as of October 31, 2021
(Unaudited)

Action: Approval

Presenter: Raymond Woo

Attachments: [7a 1 Summary Sheet ABAG FAN Financial Statements v2.pdf](#)
[7a 2 Budget to Actual by Fund v2.pdf](#)

8. Adjournment / Next Meeting

The next regular meeting of the ACFA Governing Board is on March 17, 2022.

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.



Advancing California
Finance Authority

Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 22-0101 **Version:** 1 **Name:**

Type: Report **Status:** Informational

File created: 1/5/2022 **In control:** ABAG ACFA Governing Board

On agenda: 1/20/2022 **Final action:**

Title: ACFA Governing Board Chair's Report for January 20, 2022

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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ACFA Governing Board Chair's Report for January 20, 2022

Karen Mitchoff

Information



Legislation Details (With Text)

File #: 22-0102 **Version:** 1 **Name:**

Type: Report **Status:** Informational

File created: 1/5/2022 **In control:** ABAG ACFA Governing Board

On agenda: 1/20/2022 **Final action:**

Title: Executive Director's Report for January 20, 2022

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Executive Director's Report for January 20, 2022

Therese McMillan

Information



Advancing California
Finance Authority

Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 22-0103 **Version:** 1 **Name:**

Type: Report **Status:** Consent

File created: 1/5/2022 **In control:** ABAG ACFA Governing Board

On agenda: 1/20/2022 **Final action:**

Title: Approval of ACFA Governing Board Minutes of December 16, 2021

Sponsors:

Indexes:

Code sections:

Attachments: [6a ACFA GB Minutes 20211216 Draft.pdf](#)

Date	Ver.	Action By	Action	Result
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Approval of ACFA Governing Board Minutes of December 16, 2021

Clerk of the Board

Approval



375 Beale Street
Suite 700
San Francisco, California
94105

Meeting Minutes - Draft

ABAG ACFA Governing Board

Chair, Karen Mitchoff, Supervisor, County of Contra Costa
Vice Chair, Jesse Arreguin, Mayor, City of Berkeley

Thursday, December 16, 2021

5:00 PM

REMOTE

Special Meeting

Advancing California Finance Authority Governing Board

The ACFA Governing Board may act on any item on the agenda.
The meeting is scheduled to begin at 5:00 p.m.
Agenda, roster, and webcast available at <http://abag.ca.gov>
For information, contact Clerk of the Board at (415) 820-7913.

Roster

Karen Mitchoff, Supervisor, County of Contra Costa—Chair
Jesse Arreguin, Mayor, City of Berkeley—Vice Chair
Cindy Chavez, Supervisor, County of Santa Clara
Belia Ramos, Supervisor, County of Napa

1. Call to Order / Roll Call / Confirm Quorum

Chair Mitchoff called the meeting to order at about 5:00 p.m. Quorum was present.

Present: 3 - Arreguin, Mitchoff, and Ramos

Absent: 1 - Chavez

2. Public Comment

3. Governing Board Announcements

4. Governing Board Chair's Report

4.a. [21-1654](#) ACFA Governing Board Chair's Report for December 16, 2021

5. Executive Director's Report

5.a. [21-1655](#) Executive Director's Report for December 16, 2021

6. Consent Calendar

Upon the motion by Arreguin and second by Ramos, the ACFA Governing Board approved the Consent Calendar. The motion passed unanimously by the following vote:

Aye: 3 - Arreguin, Mitchoff, and Ramos

Absent: 1 - Chavez

- 6.a. [21-1656](#) Approval of ACFA Governing Board Minutes of November 18, 2021

7. Remote Meetings Pursuant to AB 361

- 7.a. [21-1657](#) Adoption of Resolution No. 2021-003 Regarding Remote Meetings Pursuant to AB 361

Upon the motion by Ramos and second by Arreguin, the ACFA Governing Board adopted Resolution No. 2021-003. The motion passed unanimously by the following vote:

Aye: 3 - Arreguin, Mitchoff, and Ramos

Absent: 1 - Chavez

8. Adjournment / Next Meeting

Chair Mitchoff adjourned the meeting at about 5:06 p.m. The next regular meeting of the ACFA Governing Board is on January 20, 2022.



Legislation Details (With Text)

File #: 22-0104 **Version:** 1 **Name:**

Type: Report **Status:** Consent

File created: 1/5/2022 **In control:** ABAG ACFA Governing Board

On agenda: 1/20/2022 **Final action:**

Title: Report on ABAG FAN Contracts and Purchase Requisitions between \$20,000 and \$200,000 from September 2021 to October 2021

Sponsors:

Indexes:

Code sections:

Attachments: [6b Summary Sheet ABAG FAN Contracts and Purchase Requisitions.pdf](#)

Date	Ver.	Action By	Action	Result
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Report on ABAG FAN Contracts and Purchase Requisitions between \$20,000 and \$200,000 from September 2021 to October 2021

Raymond Woo

Approval

Advancing California Finance Authority

Governing Board

January 20, 2022

Agenda Item 6.b.

ABAG Finance Authority for Nonprofit Corporations

Subject

Report on ABAG FAN Contracts and Purchase Requisitions between \$20,000 and \$200,000 from September 2021 to October 2021

Background

The ACFA Governing Board has directed staff to report on contracts and purchase orders between \$20,000 and \$200,000 approved by the Executive Director.

From September 2021 to October 2021, ABAG FAN had the following contracts and purchase requisitions between \$20,000 and \$200,000:

Purchase Requisitions

None

Contracts

None

Issues

None

Recommended Action

The ACFA Governing Board is requested to accept the Report on ABAG FAN Contracts and Purchase Requisitions between \$20,000 and \$200,000 from September 2021 to October 2021.

Attachments

None

Reviewed



Therese W. McMillan



Legislation Details (With Text)

File #: 22-0105 **Version:** 1 **Name:**

Type: Report **Status:** Committee Approval

File created: 1/5/2022 **In control:** ABAG ACFA Governing Board

On agenda: 1/20/2022 **Final action:**

Title: Report on ABAG FAN Financial Statements as of October 31, 2021 (Unaudited)

Sponsors:

Indexes:

Code sections:

Attachments: [7a 1 Summary Sheet ABAG FAN Financial Statements v2.pdf](#)
[7a 2 Budget to Actual by Fund v2.pdf](#)

Date	Ver.	Action By	Action	Result
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Report on ABAG FAN Financial Statements as of October 31, 2021 (Unaudited)

Raymond Woo

Approval

Advancing California Finance Authority

Governing Board

January 20, 2022

Agenda Item 7.a.

ABAG Finance Authority for Nonprofit Corporations

Subject

Report on ABAG FAN Financial Statements as of October 31, 2021 (Unaudited)

Background

The ABAG Finance Authority for Nonprofit Corporations is reporting a \$28,000 surplus as of October 2021 with unaudited revenue and expense for the period of \$241,000 and \$212,000, respectively.

Attached for your information is the budget-to-actual report for ABAG FAN as of the end of October 2021. The financial information is preliminary, unaudited and subject to change.

ABAG FAN has a surplus of \$28,000 for the reporting period.

Total revenue of \$241,000 is 28% of the adopted budget. The two revenue sources that are contributing to the variance in the revenue (as of October, four months of the year is 33%, so it is slightly less at 28%) are:

1. The interest income from the LAIF is lower than budget because the return rate is lower than budgeted.
2. There is no revenue from financial services since no member has requested any changes so far this year.

Total expense of \$212,000 is 19% of the adopted budget This timing variance is mainly due to the transfer to ABAG Admin not yet taken place and will occur later in the year.

If you have any questions about this report, please contact Raymond Woo at (415) 778-6730.

Issues

None

Advancing California Finance Authority

Governing Board

January 20, 2022

Agenda Item 7.a.

ABAG Finance Authority for Nonprofit Corporations

Recommended Action

The ACFA Governing Board is requested to accept the Report on ABAG FAN Financial Statements as of October 31, 2021 (Unaudited).

Attachment

Budget to Actual by Fund

Reviewed



Therese W. McMillan

MTC Production

Budget to Actual by Fund

As of 10/31/2021

Selection Criteria: Ledger: GL - General Ledger, Budget Code: WK, , Fund(s): 481 - ABAG FAN, , Obj Type(s): EXPENDITURE, REVENUE

Report Generated on Nov 1, 2021 2:48:48 PM

Fund: 481 - ABAG FAN

Object Description	Budget Object	WORKING BUDGET	Actual	Balance
REVENUE				
Int Income - LAIF	4801	20,000.00	1,746.41	18,253.59
Financial Services Revenue	4953	50,000.00	0.00	50,000.00
Administrative fees	4956	580,574.00	177,225.26	403,348.74
Project monitoring fees	4957	206,000.00	62,581.25	143,418.75
EXPENDITURE				
Salaries	5000	117,921.00	35,318.00	82,603.00
Benefits - Vacation and Sick	5065	0.00	1,145.75	(1,145.75)
Benefits - Holidays	5067	0.00	718.40	(718.40)
Benefits	5099	56,106.00	18,916.79	37,189.21
Travel Expense	5100	3,000.00	0.00	3,000.00
Memberships	5270	150.00	0.00	150.00
Consultant/Professional Fees	5300	360,000.00	87,739.83	272,260.17
Legal Fees	5340	100,000.00	0.00	100,000.00
Commtee Member's Stipend	5703	3,000.00	300.00	2,700.00
Audit	5717	69,000.00	41,126.96	27,873.04
Bank Service Charges	5750	20,000.00	665.09	19,334.91
Miscellaneous	5755	15,000.00	0.00	15,000.00
Indirect Costs	5763	87,120.00	26,759.12	60,360.88
Transfers out	8000	300,000.00	0.00	300,000.00
	REVENUE:	856,574.00	241,552.92	615,021.08
	EXPENDITURE:	1,131,297.00	212,689.94	918,607.06
	NET:	(274,723.00)	28,862.98	(303,585.98)