



Metropolitan Transportation Commission

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

Meeting Agenda

Administration Committee

Committee Members:

Federal D. Glover, Chair Alfredo Pedroza, Vice Chair

*Jeannie Bruins, Carol Dutra-Vernaci, Nick Josefowitz,
Jane Kim, Libby Schaaf, Warren Slocum, Amy R. Worth*

Non-Voting Member: Bijan Sartipi

Wednesday, June 14, 2017

9:35 AM

Board Room - 1st Floor

This meeting is scheduled to be webcast live on the Metropolitan Transportation Commission's Website: <http://mtc.ca.gov/whats-happening/meetings> and will take place at 9:35 a.m. or immediately following the 9:30a.m. Bay Area Toll Authority Oversight Committee meeting.

1. 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. [17-2596](#) Minutes of the May 10, 2017 meeting

Action: Committee Approval

Attachments: [2a 05-10-2017 Administration Draft Minutes.pdf](#)

- 2b. [17-2597](#) Investment Report for April 2017

Action: Information

Presenter: Russell Yuen

Attachments: [2b Investment Report April'2017.pdf](#)

- 2c. [17-2598](#) MTC Financial Statements for April 2017

Action: Information

Presenter: Sonia Elsonbaty

Attachments: [2c Financial Statement April'2017.pdf](#)

- 2d.** [17-2599](#) Monthly Travel Report
- Action:** Information
- Presenter:** Sonia Elsonbaty
- Attachments:** [2d Travel Report April'2017.pdf](#)
-
- 2e.** [17-2222](#) 1. Consultant Bench - On-Call Design Services: Service Categories: a) Print Design; b) Digital Design; c) Website Design and Development; d) Mapping Design; and e) Wayfinding Design Services: Various Firms; and
2. Contract - Mapping and Wayfinding Design Services: City ID Ltd (\$270,000)
- Action:** Committee Approval
- Presenter:** Jay Stagi
- Attachments:** [2e On-Call Design Bench-Contractor Selection .pdf](#)
-
- 2f.** [17-2696](#) Purchase Order Amendment: Protiviti Government Services (\$215,000)
- Action:** Committee Approval
- Presenter:** Nick Roethel
- Attachments:** [2f Purchase Order Amendment Protiviti.pdf](#)

3. Commission Approval

- 3a.** [17-2611](#) Contract - A Resilient Transportation System for Safe and Sustainable Communities: AECOM Technical Services, Inc. (\$415,000)
- A request to enter into a contract with AECOM Technical Services, Inc. to perform activities for the Caltrans "A Resilient Transportation System for Safe and Sustainable Communities" planning grant.
- Action:** Committee Approval
- Presenter:** Allison Brooks
- Attachments:** [3a Contract Resilient Transp System.pdf](#)
-
- 3b.** [17-2655](#) MTC Resolution No. 4280 - FY 2017-18 MTC Agency Budget
- A request to refer FY 2017-18 MTC Agency Budget, MTC Resolution No. 4280 to the Commission for approval.
- Action:** Commission Approval
- Presenter:** Brian Mayhew
- Attachments:** [3b Reso-4280 FY18 Agency Budget.pdf](#)

3c. [17-2490](#) ABAG Staff Consolidation - Implementation Steps

i. MTC Resolution No. 4173, Revised - Statement of Investment Policy

A proposed revision to the Statement of Investment Policy to include the investment of funds for the Association of Bay Area Governments (ABAG) and to list the positions of authorized signers for financial accounts.

ii. MTC Resolution No. 4265, Revised - MTC Debt Policy

A proposed revision to the MTC Debt Policy to include the issuance and management of debts and other obligations for ABAG.

iii. MTC Resolution No. 4291 - MTC Agency FY 2017-18 Pay Schedules

A request for approval of MTC's agency pay schedules for FY 2017-18.

Action: Commission Approval

Presenter: Brian Mayhew and Alix Bockelman

Attachments: [3ci Reso-4173 Statement of Investment Policy.pdf](#)
 [3cii Reso-4265 MTC Debt Policy.pdf](#)
 [3ciii Reso-4291 FY2017-18 Agency Pay Schedules.pdf](#)

4. Public Comment / Other Business**5. Adjournment / Next Meeting**

The next meeting of the Administration Committee will be held on July 12, 2017 at 9:35 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA.

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 #: 17-2596 **Version:** 1 **Name:**
Type: Minutes **Status:** Consent
File created: 5/12/2017 **In control:** Administration Committee
On agenda: 6/14/2017 **Final action:**
Title: Minutes of the May 10, 2017 meeting
Sponsors:
Indexes:
Code sections:
Attachments: [2a_05-10-2017_Administration_Draft_Minutes.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:
Minutes of the May 10, 2017 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 Alfredo Pedroza, Vice Chair

*Jeannie Bruins, Carol Dutra-Vernaci, Nick Josefowitz,
Jane Kim, Libby Schaaf, Warren Slocum, Amy R. Worth
Non-Voting Member: Bijan Sartipi*

Wednesday, May 10, 2017

9:35 AM

Board Room - 1st Floor

Call Meeting to Order

1. Roll Call/Confirm Quorum

Present: 6 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Vice Chair Pedroza and Commissioner Worth

Absent: 3 - Commissioner Kim, Commissioner Schaaf and Commissioner Slocum

Non-Voting Member Absent: Commissioner Sartipi

Ex Officio Voting Members Present: Commission Chair Mackenzie and Commission Vice Chair Haggerty

Ad Hoc Non-Voting Members Present: Commissioner Connolly, Commissioner Cortese, Commissioner Giacopini, Commissioner Halsted, and Commissioner Pierce

2. Consent Calendar

Approval of the Consent Calendar

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

Aye: 6 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Vice Chair Pedroza and Commissioner Worth

Absent: 3 - Commissioner Kim, Commissioner Schaaf and Commissioner Slocum

2a. [17-2486](#) Minutes of the April 12, 2017 meeting

Action: Committee Approval

2b. [17-2487](#) Investment Report for March 2017

Action: Information

Presenter: Susan Woo

2c. [17-2488](#) MTC Financial Statements for March 2017

Action: Information

Presenter: Sonia Elsonbaty

2d. [17-2489](#) Monthly Travel Report

Action: Information

Presenter: Sonia Elsonbaty

2e. [17-2535](#) Consultant Panel: Transit Passenger Surveying Services (\$450,000):
 i. Corey, Canapary & Galanis, San Francisco, CA
 ii. Redhill Group Inc., Irvine, CA
 iii. ETC Institute, Olathe, KS

Action: Committee Approval

Presenter: Shimon Israel

2f. [17-2537](#) Contract Amendment - Professional Auditing Services:
 PricewaterhouseCoopers, LLP (\$1,244,200)

Action: Committee Approval

Presenter: Brian Mayhew

3. Approval

3a. [17-2525](#) Contract - Regional Transit Asset Management Group Plan(s)/Guidance and Support: WSP Parsons Brinckerhoff (\$500,000)

A request for approval to enter into a contract with WSP Parsons Brinckerhoff for a period of two years to develop a Group Transit Asset Management (TAM) Plan(s) for Tier II operators in the region; provide as-needed technical assistance to Tier I operators in the development of their own TAM plans; and provide recommendations to MTC on the implementation of a region-wide TAM plan.

Action: Committee Approval

Presenter: Shruti Hari

Upon the motion by Chair Glover and the second by Commissioner Bruins, the Committee unanimously approved the contract with WSP Parsons Brinckerhoff. The motion carried by the following vote:

Aye: 6 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Vice Chair Pedroza and Commissioner Worth

Absent: 3 - Commissioner Kim, Commissioner Schaaf and Commissioner Slocum

4. Public Comment / Other Business

5. Adjournment / Next Meeting

The next meeting of the Administration Committee will be held on June 14, 2017 at 9:35 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA.



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 17-2597 **Version:** 1 **Name:**
Type: Report **Status:** Consent
File created: 5/12/2017 **In control:** Administration Committee
On agenda: 6/14/2017 **Final action:**
Title: Investment Report for April 2017
Sponsors:
Indexes:
Code sections:
Attachments: [2b Investment Report April'2017.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:
Investment Report for April 2017

Presenter:
Russell Yuen

Recommended Action:
Information



METROPOLITAN
TRANSPORTATION
COMMISSION

Bay Area Metro Center
375 Beale Street
San Francisco, CA 94105
TEL 415.778.6700
WEB www.mtc.ca.gov

Memorandum

TO: Administration Committee

DATE: June 7, 2017

FR: Executive Director

RE: Investment Report for April 2017

In accordance with the adopted investment policy, attached are the comprehensive investment holdings for MTC and all operating units.

Total funds under MTC management are just over \$3.6 billion. A breakdown by fund is as follows:

<u>Fund</u>	<u>Market Value (\$ million)</u>	<u>% of Total</u>
BATA Admin	\$ 1,025.7	28.4%
BATA Projects	663.7	18.4%
BATA Debt Payment	7.8	0.2%
BATA Debt Service Reserve	525.0	14.5%
BATA RM2	392.0	10.8%
MTC	405.1	11.2%
BART Car Exchange Program	334.0	9.2%
AB 1171	37.6	1.0%
FasTrak® (Customer Deposits)	102.6	2.8%
Clipper®	61.0	1.7%
BAHA	42.8	1.2%
SAFE	17.9	0.5%
RAFC	1.6	0.1%
Portfolio Total	<u>\$ 3,616.8</u>	<u>100.0%</u>

The BART Car Exchange fund is held in trust for future replacement of BART cars.

The portfolio consists mainly of Government Sponsored Enterprises (GSEs). The portfolio breakdown is as follows:

<u>Security Holding</u>	<u>Portfolio Composite</u>	<u>Policy Limits</u>
Fed Home Loan Bank	43.1%	No limit
Fed Home Loan Mortgage	32.8%	No limit
Fed National Mortgage Association	3.3%	No limit
Fed Farm Credit Bank	1.6%	No limit
Cash	8.1%	No limit
Certificates of Deposit	0.7%	10% portfolio
Gov't Pools	Less than 0.1%	No limit
CalTrust Govt Money Market Fund	0.7%	No limit
CalTrust Medium-Term Fund	4.2%	No limit
CA Asset Mgmt Program (CAMP)	Less than 0.1%	No limit
Municipal Bonds	1.6%	No limit
Mutual Funds	3.7%	20% Portfolio/10% One Fund
Blackrock (BATA Trustee)	0.2%	Trustee Funds – No limit
Morgan Stanley (BATA Trustee)	Less than 0.1%	Trustee Funds – No limit
Portfolio Total	100.0%	

Funds held by trustee are subject to permitted investments authorized in the approved issuing documents and are not subject to mutual fund limits as defined by California law and the MTC Investment Policy.

Credit ratings of corporate medium-term notes, mutual funds, and certificates of deposit held in the MTC portfolio are within the limits required by the MTC Investment Policy.

Liquidity Summary of MTC Portfolio

Maturity	Market Value (\$ million)	% of Total Portfolio	Cumulative Minimum Level per MTC Investment Policy
30 days or less	\$ 1,043.5	29%	10%
90 days or less	1,946.6 cumulative	54% cumulative	15%
1 year or less	3,248.3 cumulative	90% cumulative	30%
1-5 years	338.5	9%	
*greater than 5 years	30.0	1%	

* BAAQMD Certificate of Participation matures November 2053

The weighted maturity of the MTC portfolio is 282 days, and the maximum weighted maturity cannot exceed 5 years.

The MTC portfolio holds \$30 million (1%) in variable rate demand obligations (VRDOs) issued by various California local agencies. The VRDOs are recognized as short term investment bonds for accounting classification purposes even though the various securities have maturities up to 30 years. The classification as short term investments is possible because VRDOs have “liquidity instruments” that allow the bonds to be “put” to the liquidity support bank at any time with seven days’ notice.

If there are any questions, please contact Brian Mayhew at (415) 778-6730.



Steve Heminger

SH:sw
Attachment



MTC
Summary by Type
April 30, 2017
Grouped by Fund

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: MTC CASH AND CASH EQUIVALENT						
Local Agency Investment Funds	1	219,038.36	219,038.36	0.01	0.884	1
MM Funds	2	29,663,533.56	29,663,533.56	0.82	0.503	1
Subtotal	3	29,882,571.92	29,882,571.92	0.83	0.506	1
Fund: AB664 EAST						
Federal Agency Disc. -Amortizing	11	143,050,000.00	142,748,901.75	3.95	0.689	88
Mutual Funds - Custodial	1	127,566.37	127,566.37	0.00	0.640	1
MM Funds	1	4,252,629.10	4,252,629.10	0.12	0.510	1
Subtotal	13	147,430,195.47	147,129,097.22	4.07	0.683	85
Fund: AB664 WEST						
Federal Agency Disc. -Amortizing	5	47,500,000.00	47,426,478.20	1.31	0.617	67
Mutual Funds - Custodial	1	41,814.37	41,814.37	0.00	0.640	1
MM Funds	1	3,230,531.22	3,230,531.22	0.09	0.510	1
Subtotal	7	50,772,345.59	50,698,823.79	1.40	0.610	63
Fund: 5% STATE						
MM Funds	1	14,406,367.62	14,406,367.62	0.40	0.510	1
Subtotal	1	14,406,367.62	14,406,367.62	0.40	0.510	1
Fund: 2% TRANSIT RESERVES FERRY						
Federal Agency Disc. -Amortizing	2	13,200,000.00	13,170,168.00	0.36	0.850	91
Mutual Funds - Custodial	1	39,325.40	39,325.40	0.00	0.640	1
MM Funds	1	5,134,750.25	5,134,750.25	0.14	0.510	1
Subtotal	4	18,374,075.65	18,344,243.65	0.50	0.755	66
Fund: 2% TRANSIT RESERVES STUDIES						
Federal Agency Disc. -Amortizing	3	20,300,000.00	20,277,647.30	0.56	0.676	48
Mutual Funds - Custodial	1	80,637.68	80,637.68	0.00	0.640	1

MTC
Summary by Type
April 30, 2017
Grouped by Fund

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Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: 2% TRANSIT RESERVES STUDIES						
MM Funds	1	2,496,797.57	2,496,797.57	0.07	0.510	1
Subtotal	5	22,877,435.25	22,855,082.55	0.63	0.657	43
Fund: 90% RAIL RESERVE EAST						
Federal Agency Disc. -Amortizing	7	55,400,000.00	55,302,398.30	1.53	0.712	73
Mutual Funds - Custodial	1	18,892.56	18,892.56	0.00	0.640	1
MM Funds	1	10,520,284.46	10,520,284.46	0.29	0.510	1
Subtotal	9	65,939,177.02	65,841,575.32	1.82	0.680	62
Fund: 90% RAIL RESERVE WEST						
Federal Agency Disc. -Amortizing	4	19,000,000.00	18,976,377.80	0.52	0.662	54
Mutual Funds - Custodial	1	45,465.81	45,465.81	0.00	0.640	1
MM Funds	1	493,155.24	493,155.24	0.01	0.510	1
Subtotal	6	19,538,621.05	19,514,998.85	0.53	0.658	53
Fund: MTC FEEDER BUS						
MM Funds	1	168,953.71	168,953.71	0.00	0.510	1
Subtotal	1	168,953.71	168,953.71	0.00	0.510	1
Fund: MTC EXCHANGE FUND						
MM Funds	1	28,578,641.76	28,578,641.76	0.79	0.510	1
Subtotal	1	28,578,641.76	28,578,641.76	0.79	0.510	1
Fund: BART CAR EXCHANGE PROGRAM						
Federal Agency Coupon Securities	5	70,200,000.00	70,041,635.35	1.94	1.132	549
Federal Agency Disc. -Amortizing	14	264,380,000.00	263,746,973.15	7.29	0.727	99
Mutual Funds - Custodial	1	224,262.82	224,262.82	0.01	0.640	1
Subtotal	20	334,804,262.82	334,012,871.32	9.24	0.812	193
Fund: CLIPPER CAPITAL (MTC)						
MM Funds	1	7,295,465.94	7,295,465.94	0.20	0.510	1
Subtotal	1	7,295,465.94	7,295,465.94	0.20	0.510	1

MTC
Summary by Type
April 30, 2017
Grouped by Fund

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Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: CLIPPER 2.0 (MTC)						
MM Funds	1	-501,195.09	-501,195.09 *	-0.01	0.000	1
Subtotal	1	-501,195.09	-501,195.09	-0.01	0.000	1
Fund: CLIPPER OPERATIONS (MTC)						
MM Funds	1	-440,712.32	-440,712.32 *	-0.01	0.000	1
Subtotal	1	-440,712.32	-440,712.32	-0.01	0.000	1
Fund: MTC CAPITAL PROJECTS						
MM Funds	1	1,422,703.32	1,422,703.32	0.04	0.510	1
Subtotal	1	1,422,703.32	1,422,703.32	0.04	0.510	1
Fund: SAFE						
Local Agency Investment Funds	1	108,072.12	108,072.12	0.00	0.884	1
MM Funds	1	7,207,473.31	7,207,473.31	0.20	0.510	1
Subtotal	2	7,315,545.43	7,315,545.43	0.20	0.516	1
Fund: SAFE CAPITAL PROJECTS						
MM Funds	1	10,560,964.97	10,560,964.97	0.29	0.510	1
Subtotal	1	10,560,964.97	10,560,964.97	0.29	0.510	1
Fund: RM2 OPERATING						
MM Funds	1	2,562,184.57	2,562,184.57	0.07	0.510	1
Subtotal	1	2,562,184.57	2,562,184.57	0.07	0.510	1
Fund: UB DEBT PAYMENT - TRUSTEE						
Mutual Funds - Trustee	1	7,642,549.90	7,642,549.90	0.21	0.600	1
Subtotal	1	7,642,549.90	7,642,549.90	0.21	0.600	1
Fund: DEBT SERVICE RESERVE						
Mutual Funds - Trustee	1	118,996.36	118,996.36	0.00	0.600	1
Federal Agency Disc. -Amortizing	2	16,530,000.00	16,524,360.55	0.46	0.772	16
Federal Agency Coupon Securities	28	319,500,000.00	318,918,245.03	8.82	1.107	484
Municipal Bonds	4	8,150,000.00	8,158,485.95	0.23	0.609	31

* Pending reimbursement from transit operators

MTC
Summary by Type
April 30, 2017
Grouped by Fund

Page 4

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: DEBT SERVICE RESERVE						
Municipal Bonds	2	5,450,000.00	5,451,024.40	0.15	0.304	31
Subtotal	37	349,748,996.36	349,171,112.29	9.66	1.067	444
Fund: BATA 2013 S-4 RESERVE						
Federal Agency Coupon Securities	5	46,900,000.00	46,808,039.70	1.29	0.875	271
Federal Agency Disc. -Amortizing	2	600,000.00	599,802.60	0.02	0.708	16
Mutual Funds - Trustee	1	22,645.21	22,645.21	0.00	0.640	1
Subtotal	8	47,522,645.21	47,430,487.51	1.31	0.873	267
Fund: BATA 2017 F-1 COI						
Mutual Funds - Trustee	1	3,543.85	3,543.85	0.00	0.600	1
Subtotal	1	3,543.85	3,543.85	0.00	0.600	1
Fund: BATA 2017 A-D COI						
Mutual Funds - Trustee	1	86,442.48	86,442.48	0.00	0.600	1
Subtotal	1	86,442.48	86,442.48	0.00	0.600	1
Fund: BATA SUB 2014 S-5 RESERVE						
Federal Agency Coupon Securities	1	1,400,000.00	1,399,174.00	0.04	0.699	109
Mutual Funds - Trustee	1	40,226.08	40,226.08	0.00	0.640	1
Subtotal	2	1,440,226.08	1,439,400.08	0.04	0.698	106
Fund: BATA SUB 2014 S-6 RESERVE						
Federal Agency Coupon Securities	3	13,908,000.00	13,894,594.02	0.38	0.667	141
Federal Agency Disc. -Amortizing	1	100,000.00	99,967.10	0.00	0.751	16
Mutual Funds - Trustee	1	4,259.82	4,259.82	0.00	0.640	1
Subtotal	5	14,012,259.82	13,998,820.94	0.38	0.667	140
Fund: BATA 2010 S-1 RESERVE						
Federal Agency Coupon - Actual	1	10,000,000.00	10,016,950.00	0.28	0.865	196
Federal Agency Coupon Securities	10	56,860,000.00	56,758,038.35	1.57	1.276	637
Federal Agency Disc. -Amortizing	1	2,950,000.00	2,949,029.45	0.08	0.700	16
Mutual Funds - Trustee	1	80,589.25	80,589.25	0.00	0.640	1

MTC
Summary by Type
April 30, 2017
Grouped by Fund

Page 5

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Subtotal	13	69,890,589.25	69,804,607.05	1.93	1.192	547
Fund: BONY DEBT PAYMENT - TRUSTEE						
Mutual Funds - Trustee	1	29,053.33	29,053.33	0.00	0.640	1
Subtotal	1	29,053.33	29,053.33	0.00	0.640	1
Fund: BATA 2010 S-2 RESERVE						
Federal Agency Disc. -Amortizing	1	1,400,000.00	1,399,798.40	0.04	0.777	7
Federal Agency Coupon Securities	2	19,600,000.00	19,601,102.00	0.54	1.616	1,010
Mutual Funds - Trustee	1	84,460.87	84,460.87	0.00	0.640	1
Subtotal	4	21,084,460.87	21,085,361.27	0.58	1.557	939
Fund: BATA 2010 S-3 RESERVE						
Federal Agency Disc. -Amortizing	1	700,000.00	699,899.20	0.02	0.777	7
Federal Agency Coupon Securities	3	21,300,000.00	21,292,372.20	0.59	1.063	388
Mutual Funds - Trustee	1	34,012.10	34,012.10	0.00	0.640	1
Subtotal	5	22,034,012.10	22,026,283.50	0.61	1.053	375
Fund: RM2 CAPITAL						
Federal Agency Disc. -Amortizing	15	218,850,000.00	218,312,854.85	6.04	0.799	101
MM Funds	1	5,889,433.38	5,889,433.38	0.16	0.510	1
Mutual Funds - Custodial	3	4,810,747.58	4,810,747.58	0.13	0.664	1
Subtotal	19	229,550,180.96	229,013,035.81	6.33	0.789	96
Fund: BATA REHAB RESERVE						
Mutual Funds - Custodial	2	10,020,984.14	10,020,984.14	0.28	1.229	1
Federal Agency Disc. -Amortizing	5	63,500,000.00	63,311,501.00	1.75	0.841	118
MM Funds	1	889,754.55	889,754.55	0.02	0.510	1
Subtotal	8	74,410,738.69	74,222,239.69	2.05	0.890	101
Fund: BATA REHAB PROJECTS						
Federal Agency Disc. -Amortizing	7	194,000,000.00	193,596,419.00	5.35	0.826	86
Mutual Funds - Custodial	1	40,403,100.92	40,403,100.92	1.12	0.640	1
MM Funds	1	4,683,732.39	4,683,732.39	0.13	0.510	1

MTC
Summary by Type
April 30, 2017
Grouped by Fund

Page 6

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Subtotal	9	239,086,833.31	238,683,252.31	6.60	0.788	70
Fund: BATA - SEISMIC CAPITAL						
Federal Agency Coupon - Actual	1	15,000,000.00	15,029,280.00	0.42	0.747	343
Federal Agency Disc. -Amortizing	8	171,500,000.00	171,009,970.50	4.73	0.821	117
Municipal Bonds	1	4,100,000.00	4,100,772.95	0.11	0.675	31
MM Funds	1	5,646,065.72	5,646,065.72	0.16	0.510	1
Mutual Funds - Custodial	3	5,709,196.16	5,709,196.16	0.16	0.649	1
Subtotal	14	201,955,261.88	201,495,285.33	5.58	0.799	126
Fund: AB 1171 PROJECTS						
Federal Agency Disc. -Amortizing	4	25,900,000.00	25,867,272.90	0.72	0.725	55
Mutual Funds - Custodial	2	100,267.59	100,267.59	0.00	0.679	1
MM Funds	1	11,611,048.51	11,611,048.51	0.32	0.510	1
Subtotal	7	37,611,316.10	37,578,589.00	1.04	0.659	38
Fund: EXPRESS LANES CAPITAL						
Federal Agency Disc. -Amortizing	11	186,300,000.00	185,992,592.60	5.14	0.652	69
MM Funds	1	7,274,480.21	7,274,480.21	0.20	0.510	1
Negotiable CDs	2	20,000,000.00	19,997,380.00	0.55	0.710	23
Mutual Funds - Custodial	3	10,246,737.77	10,246,737.77	0.28	0.680	1
Subtotal	17	223,821,217.98	223,511,190.58	6.17	0.654	60
Fund: RM1 BATA ADMIN - SELF INSURED						
Mutual Funds - Custodial	3	70,072,315.39	70,072,315.39	1.94	1.229	1
Federal Agency Coupon - Actual	2	28,200,000.00	28,299,595.00	0.78	0.975	472
Federal Agency Disc. -Amortizing	8	160,350,000.00	160,060,786.75	4.43	0.690	77
Federal Agency Coupon Securities	7	50,400,000.00	50,354,456.66	1.39	0.853	238
MM Funds	1	73,887.59	73,887.59	0.00	0.510	1
Subtotal	21	309,096,202.98	308,861,041.39	8.54	0.865	122
Fund: RM1 BATA ADMIN - O&M RESERVE						
Mutual Funds - Custodial	4	12,643,523.02	12,643,523.02	0.35	1.135	1

MTC
Summary by Type
April 30, 2017
Grouped by Fund

Page 7

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: RM1 BATA ADMIN - O&M RESERVE						
Federal Agency Disc. -Amortizing	7	114,800,000.00	114,611,146.30	3.17	0.693	70
Federal Agency Coupon Securities	2	20,000,000.00	19,941,110.00	0.55	0.775	288
Municipal Bonds	1	5,930,000.00	5,932,175.95	0.16	0.675	31
MM Funds	1	76,199.82	76,199.82	0.00	0.510	1
Subtotal	15	153,449,722.84	153,204,155.09	4.23	0.739	91
Fund: RM1 BATA ADMIN						
Mutual Funds - Custodial	4	72,260,460.45	72,260,460.45	2.00	1.136	1
Federal Agency Disc. -Amortizing	18	396,500,000.00	395,717,195.50	10.94	0.668	83
Local Agency Investment Funds	1	235.45	235.45	0.00	0.884	1
Municipal Bonds	1	5,900,000.00	5,900,677.05	0.16	0.673	31
MM Funds	1	11,399,774.96	11,399,774.96	0.32	0.510	1
Subtotal	25	486,060,470.86	485,278,343.41	13.42	0.734	68
Fund: RM2 ADMIN RESERVES						
Federal Agency Disc. -Amortizing	10	140,300,000.00	140,025,521.80	3.87	0.670	81
Mutual Funds - Custodial	1	1,828,691.14	1,828,691.14	0.05	0.640	1
MM Funds	1	18,592,247.07	18,592,247.07	0.51	0.510	1
Subtotal	12	160,720,938.21	160,446,460.01	4.43	0.651	71
Fund: UNDISTRIBUTED FUNDS						
MM Funds	1	1,415,074.04	1,415,074.04	0.04	0.000 *	1
Subtotal	1	1,415,074.04	1,415,074.04	0.04	0.000	1
Fund: SEISMIC ADMIN						
Mutual Funds - Custodial	2	703,595.44	703,595.44	0.02	0.668	1
MM Funds	1	1,968,100.95	1,968,100.95	0.05	0.510	1
Subtotal	3	2,671,696.39	2,671,696.39	0.07	0.551	1
Fund: FASTRAK						
MM Funds	5	24,592,179.07	24,592,179.07	0.68	0.000 **	1
Mutual Funds - Custodial	1	78,005,453.73	78,005,453.73	2.16	0.255	1

* Earnings Credit Rate of 0.01%

** Earnings Allowance Rate of 0.35%

MTC
Summary by Type
April 30, 2017
Grouped by Fund

Page 8

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Subtotal	6	102,597,632.80	102,597,632.80	2.84	0.194	1
Fund: CLIPPER						
MM Funds	4	61,042,965.83	61,042,965.83	1.69	0.000 *	1
Subtotal	4	61,042,965.83	61,042,965.83	1.69	0.000	1
Fund: BAHA OPERATING						
MM Funds	2	1,412,345.49	1,412,345.49	0.04	0.063	1
Subtotal	2	1,412,345.49	1,412,345.49	0.04	0.063	1
Fund: BAHA OWNER'S						
MM Funds	1	953,639.64	953,639.64	0.03	0.000 **	1
Subtotal	1	953,639.64	953,639.64	0.03	0.000	1
Fund: BAHA CAPITAL						
Municipal Bonds	1	30,000,000.00	30,000,000.00	0.83	0.569	13,333
Mutual Funds - Custodial	1	3,177,711.04	3,177,711.04	0.09	0.640	1
MM Funds	1	7,388,578.92	7,388,578.92	0.20	0.510	1
Subtotal	3	40,566,289.96	40,566,289.96	1.12	0.564	9,860
Fund: 375 BEALE STREET (BAHA)						
MM Funds	1	-96,594.92	-96,594.92 ***	0.00	0.000	1
Subtotal	1	-96,594.92	-96,594.92	0.00	0.000	1
Fund: RAFC						
MM Funds	1	1,589,561.50	1,589,561.50	0.04	0.010	1
Subtotal	1	1,589,561.50	1,589,561.50	0.04	0.010	1
Total and Average	325	3,622,397,878.47	3,616,812,050.08	100.00	0.763	251 ****

* Earnings Credit Rate of 0.04%

** Earnings Credit Rate of 0.01%

*** Pending building assessment payments

**** Average Days to Maturity of the CALTRUST MEDIUM-TERM FUND is 748 days

The adjusted Average Days to Maturity of the MTC Portfolio is 282 days



MTC
Summary by Issuer
April 30, 2017

Issuer	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
FASTRAK - PREPAID	1	20,065,418.56	20,065,418.56	0.55	0.000	1
BAY AREA AIR QUALITY MGMT DIST	1	30,000,000.00	30,000,000.00	0.83	0.569	13,333
BLK ROCK T-FUND TRUSTEE	4	7,851,532.59	7,851,532.59	0.22	0.600	1
FASTRAK - PARKING FEES	1	124,685.72	124,685.72	0.00	0.000	1
FASTRAK - VIOLATIONS	1	1,934,185.64	1,934,185.64	0.05	0.000	1
FASTRAK - REFUND	1	1,137,440.51	1,137,440.51	0.03	0.000	1
FASTRAK - FEE ACCOUNT	1	1,330,448.64	1,330,448.64	0.04	0.000	1
CALIFORNIA ASSET MANAGEMENT PR	8	1,165,886.47	1,165,886.47	0.03	0.960	1
CALTRUST MEDIUM-TERM FUND	4	150,000,000.00	150,000,000.00	4.15	1.230	1 *
EAST BAY MUD	1	7,000,000.00	7,008,155.19	0.19	0.681	31
FED FARM CREDIT BANK	5	58,200,000.00	58,343,480.00	1.61	0.872	357
FED HOME LOAN BANK	108	1,562,150,000.00	1,558,931,928.85	43.10	0.748	119
FED HOME LOAN MTG CORP	92	1,190,028,000.00	1,187,659,099.99	32.84	0.866	240
FED NATIONAL MTG ASSN	12	120,000,000.00	119,847,146.47	3.31	0.826	121
LAIF	3	327,345.93	327,345.93	0.01	0.884	1
LOS ANGELES DEPT WTR & PWR	2	7,400,000.00	7,400,952.46	0.20	0.673	31
MORGAN STANLEY GOVT TRUSTEE	7	295,246.66	295,246.66	0.01	0.640	1
MORGAN STANLEY GOVT CUSTODY	19	56,298,560.30	56,298,560.30	1.56	0.640	1
SAN FRANCISCO CA AIRPORT COMM	6	15,130,000.00	15,134,028.65	0.42	0.504	31
FASTRAK BLK ROCK TREAS TR FUND	1	78,005,453.73	78,005,453.73	2.16	0.255	1
UBOC CHECKING	2	2,018,168.39	2,018,168.39	0.06	0.010	1
UBOC DISTRICT 4 AND CHANGE FUN	1	1,415,074.04	1,415,074.04	0.04	0.000	1
UBOC INTEREST ON CHECKING	31	202,195,688.03	202,195,688.03	5.59	0.513	1

* Average Days to Maturity of the CALTRUST MEDIUM-TERM FUND IS 748 days

Portfolio MTC
AC
SI (PRF_SI) 7.1.1
Report Ver. 7.3.6.1

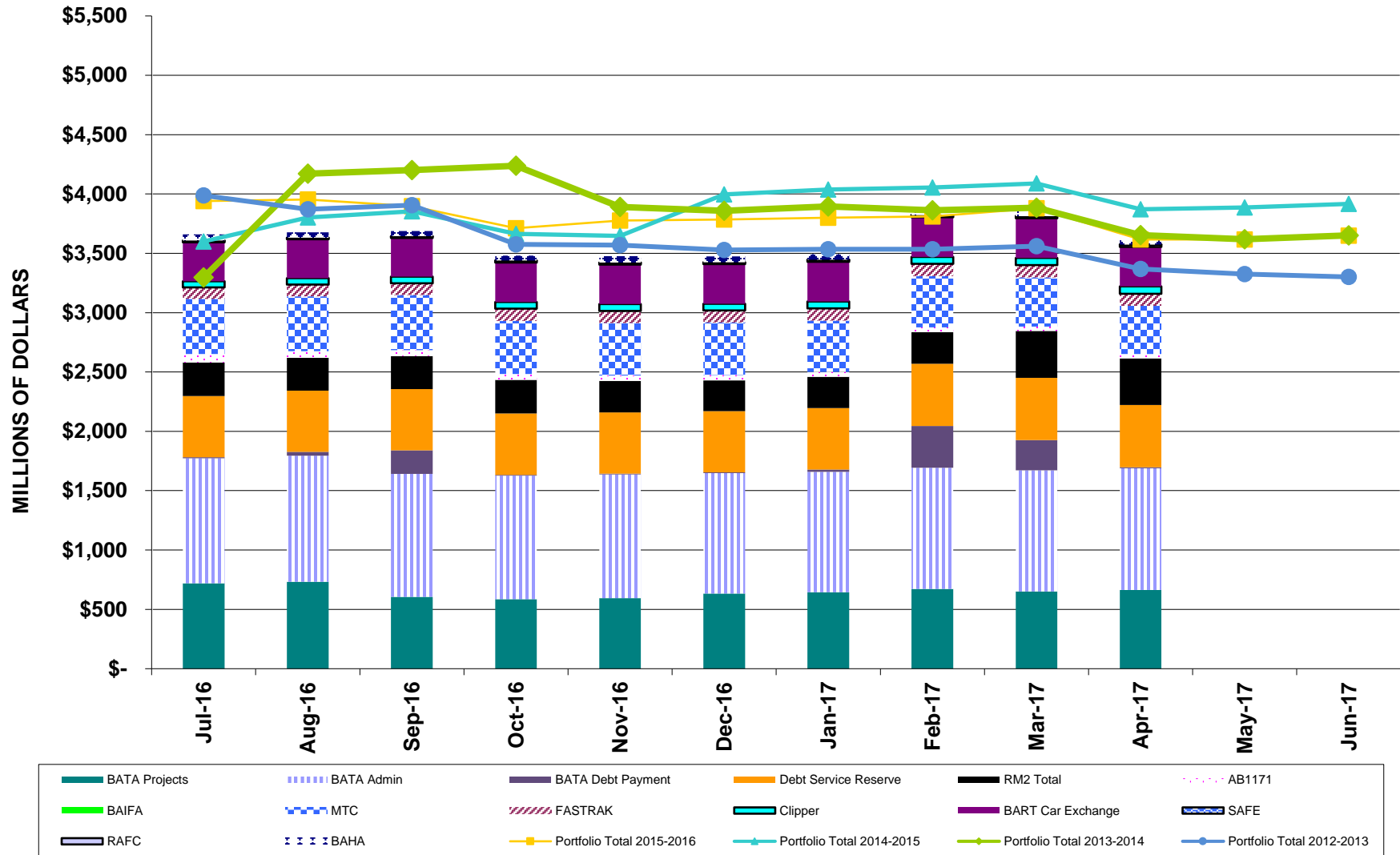
MTC
Summary by Issuer
April 30, 2017

Page 2

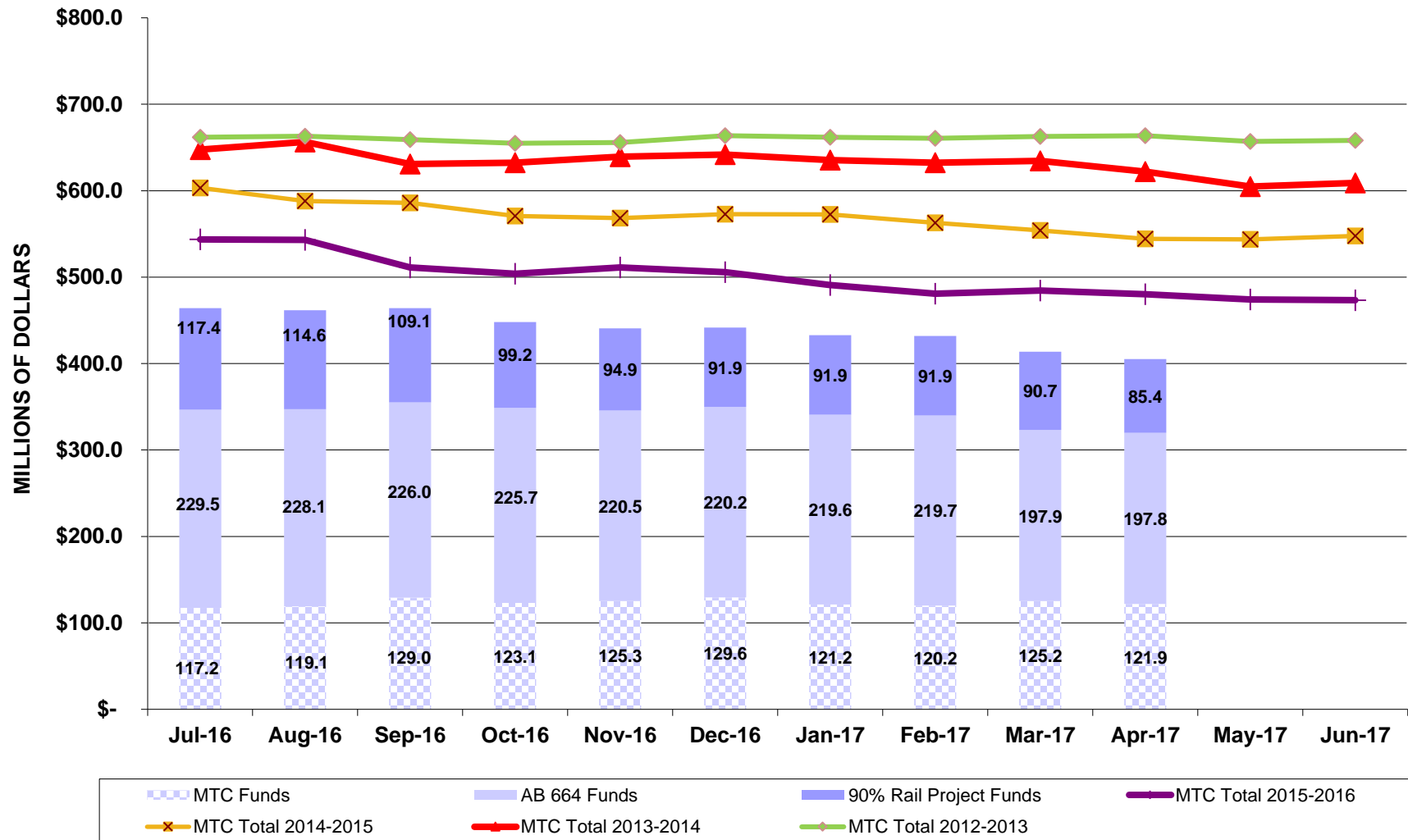
Issuer	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
CLIPPER SETTLEMENT ACCOUNT	1	918,477.09	918,477.09	0.03	0.000	1
CLIPPER FLOAT ACCOUNT	1	58,205,062.04	58,205,062.04	1.61	0.000	1
CLIPPER PARTICIPANT CLAIM FUND	1	1,317,155.83	1,317,155.83	0.04	0.000	1
UBOC BAHA CHECKING	2	2,190,928.55	2,190,928.55	0.06	0.000	1
CLIPPER REFUND ACCOUNT	1	602,270.87	602,270.87	0.02	0.000	1
UNION BANK NA	2	20,000,000.00	19,997,380.00	0.55	0.710	23
CALTRUST GOVERNMENT MONEY MKT	5	25,090,848.88	25,090,848.88	0.69	0.680	1
Total and Average	325	3,622,397,878.47	3,616,812,050.08	100.00	0.763	251 *

* Average Days to Maturity of the CALTRUST MEDIUM-TERM FUND is 748 days
The adjusted Average Days to Maturity of the MTC Portfolio is 282 days

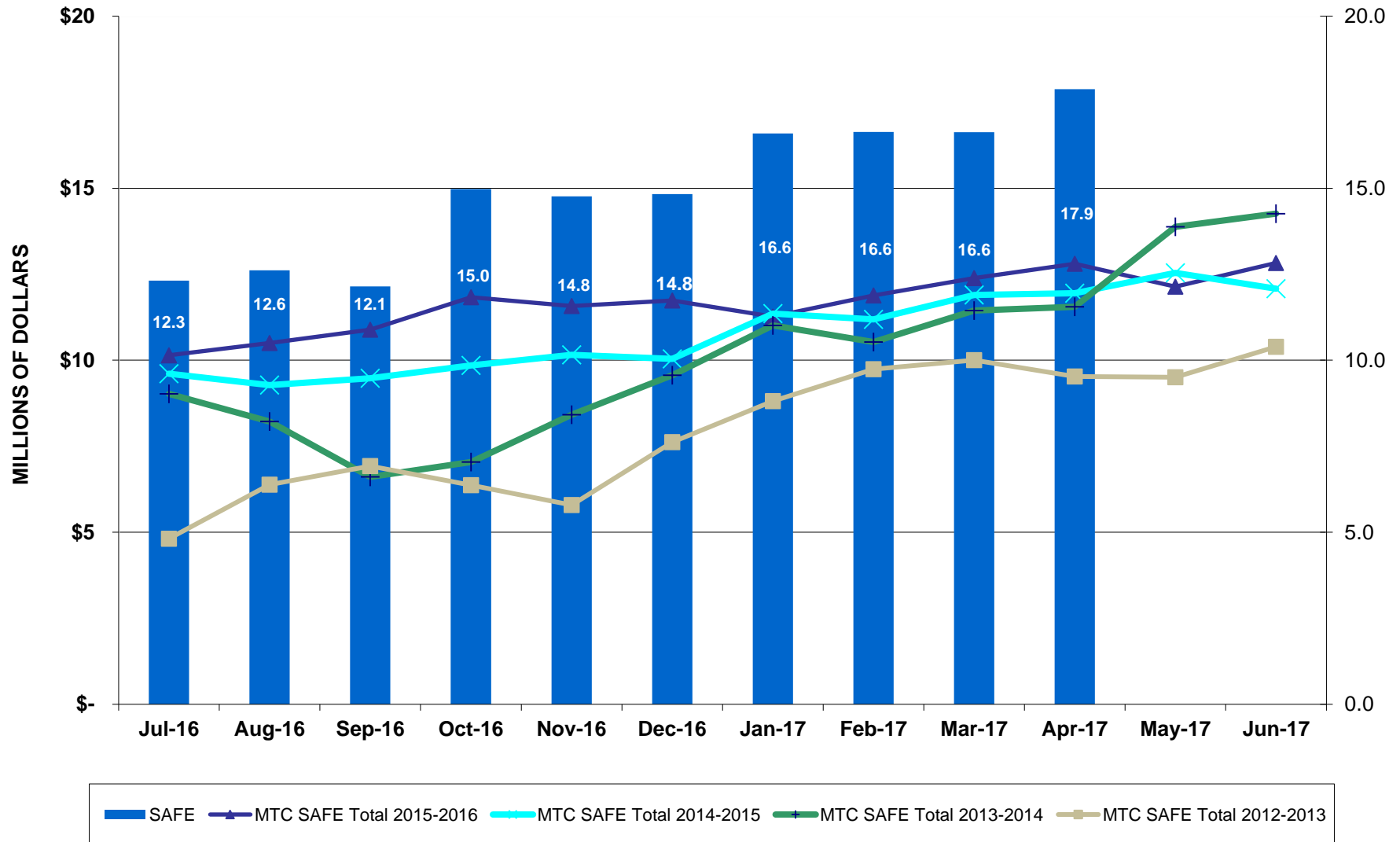
TOTAL PORTFOLIO April 2017



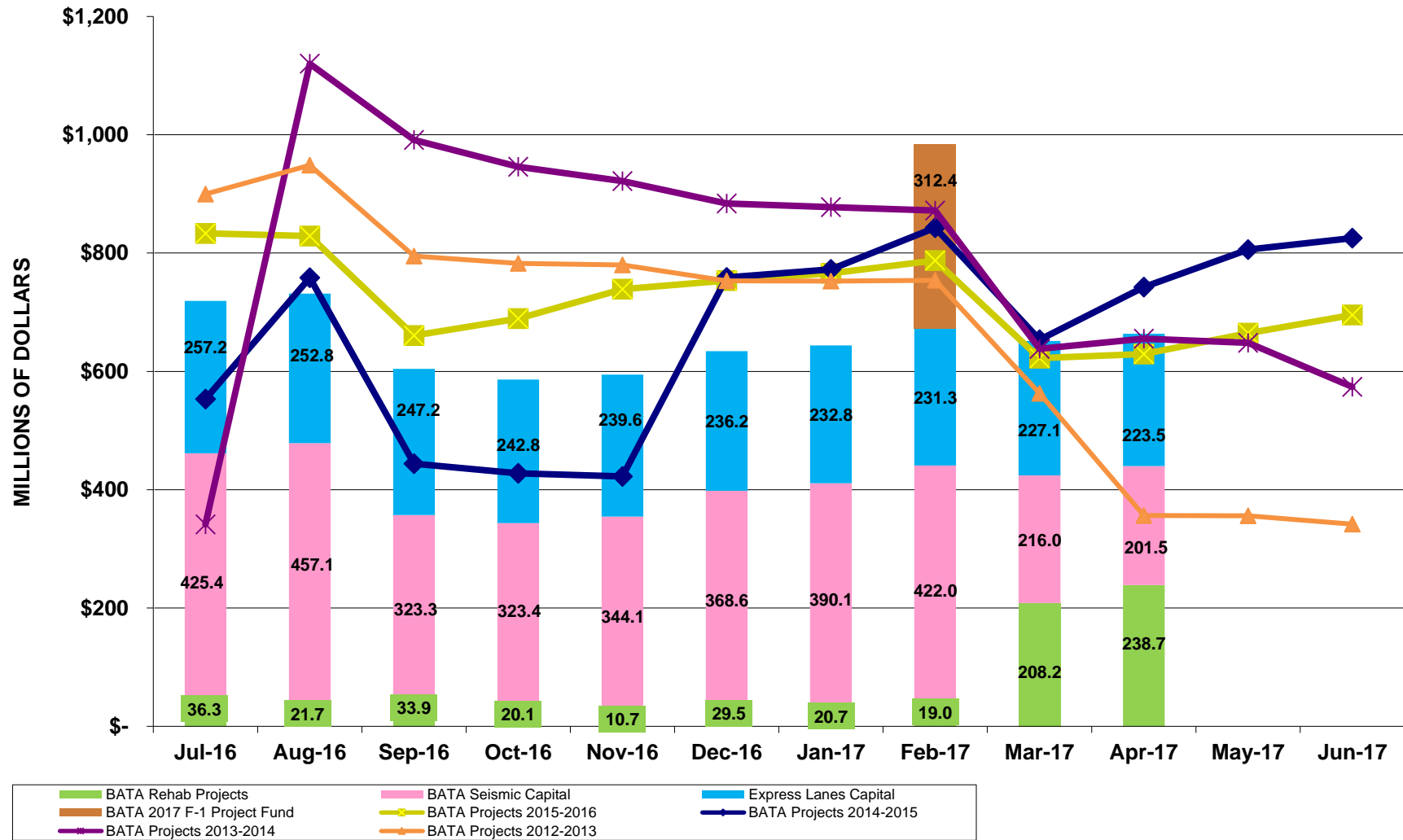
MTC FUNDS April 2017



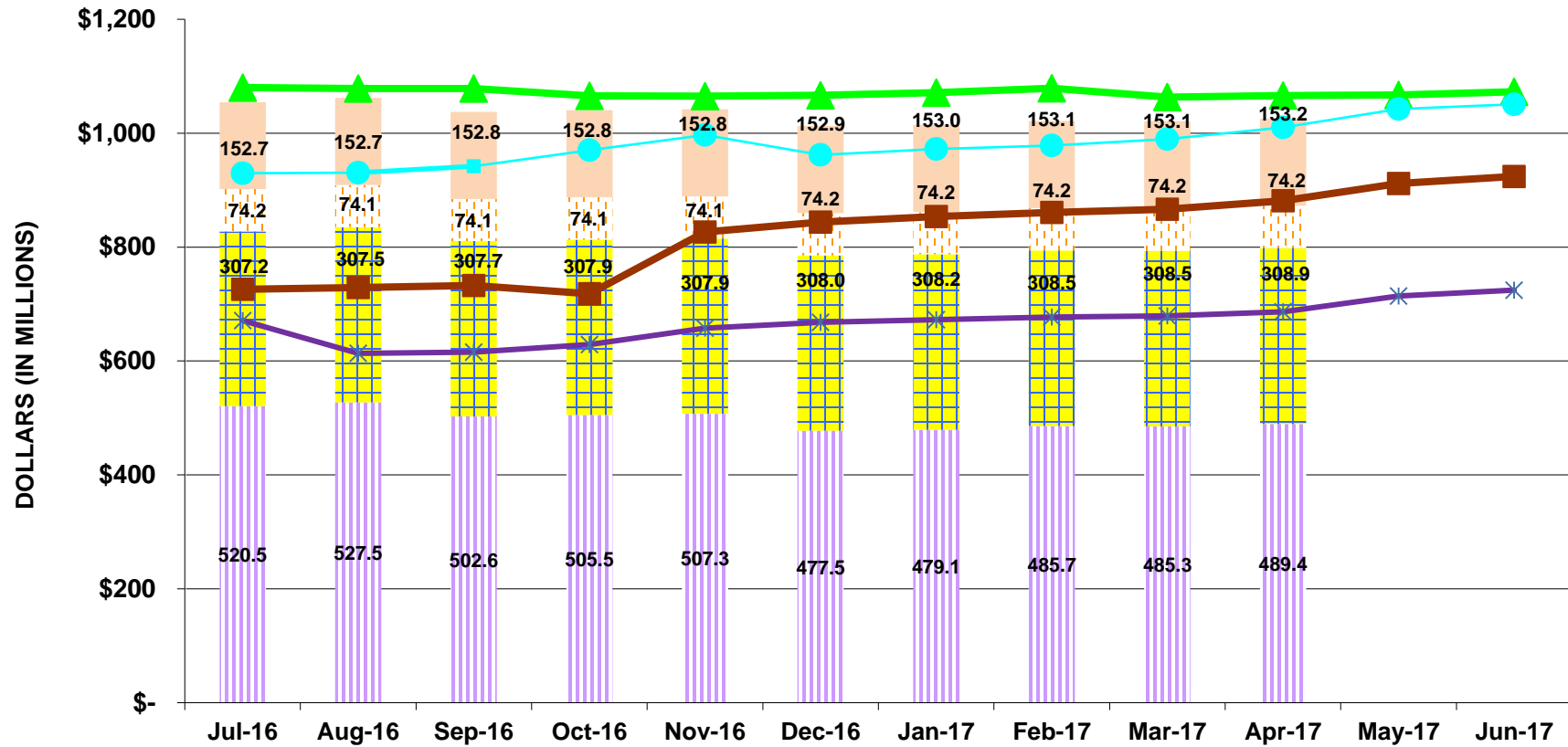
MTC SAFE FUNDS April 2017



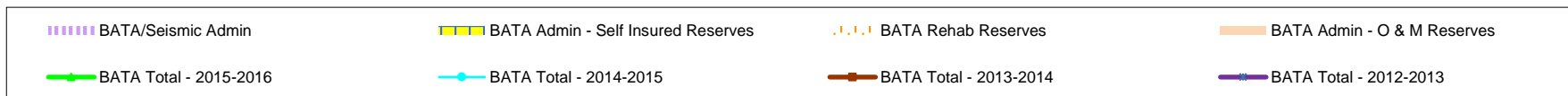
BATA PROJECTS April 2017



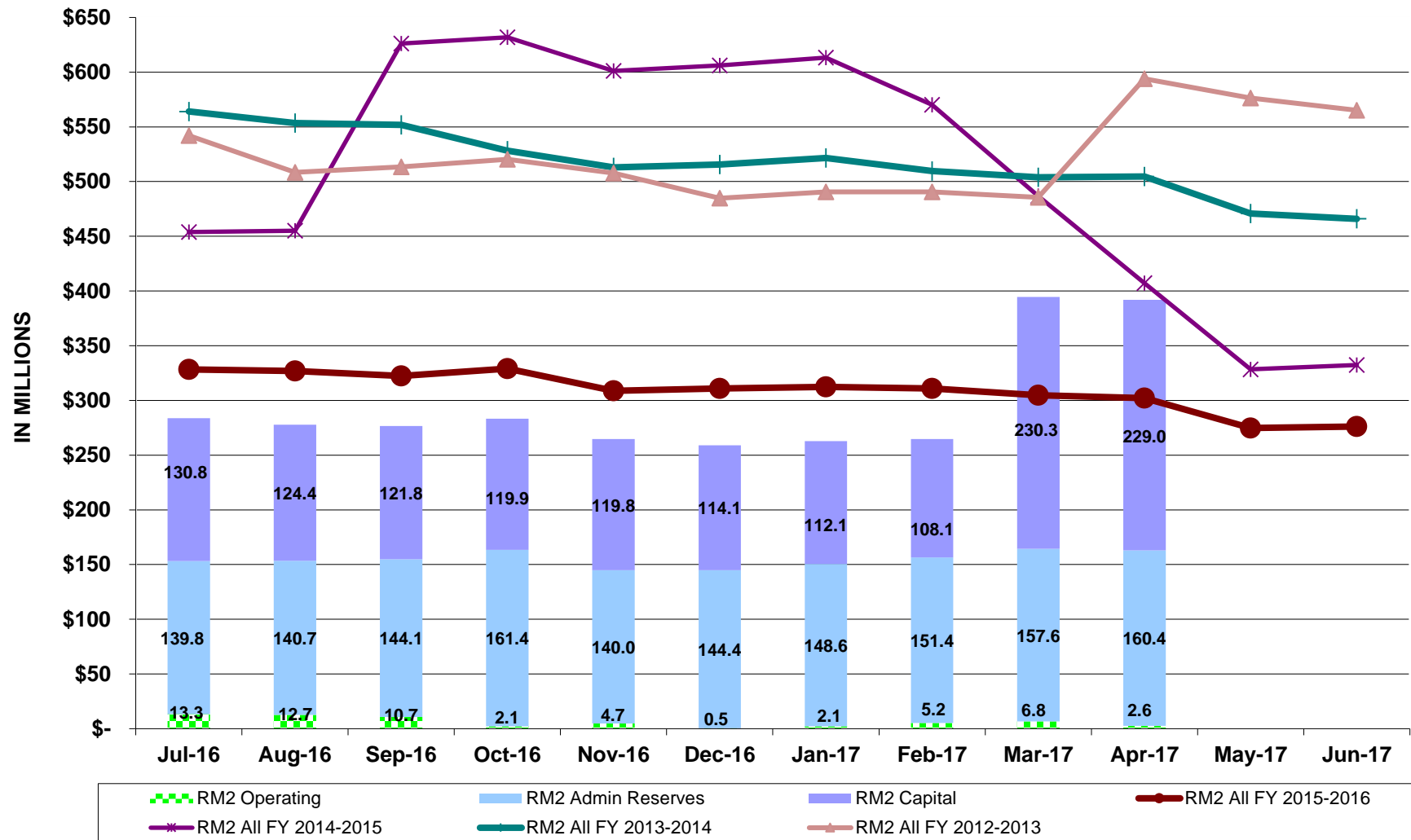
BATA ADMIN April 2017



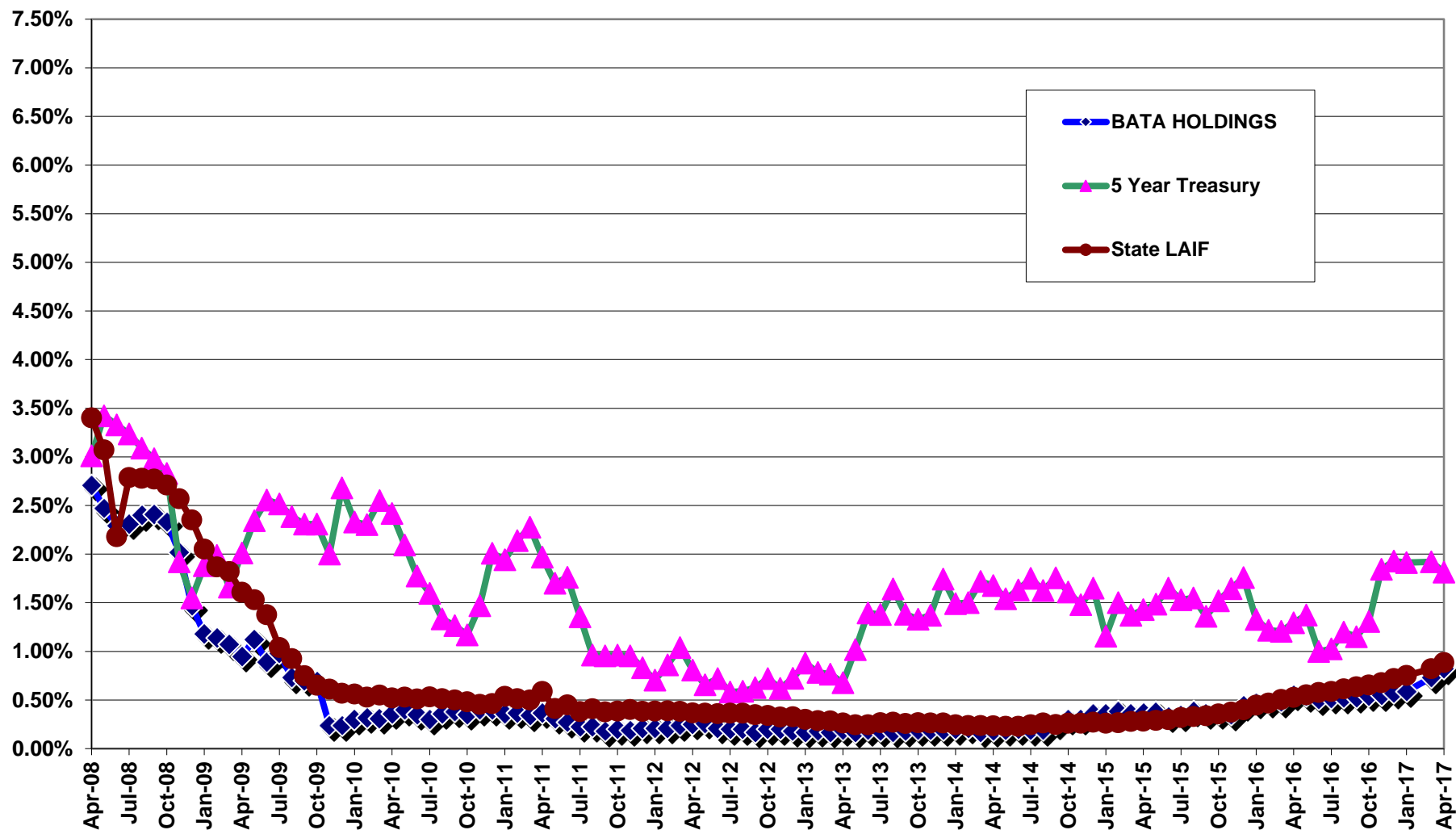
* Funds include undistributed funds



REGIONAL MEASURE 2 FUNDS April 2017



Investment Rate Benchmarks April 2017 (BATA)





Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 17-2598 **Version:** 1 **Name:**
Type: Report **Status:** Consent
File created: 5/12/2017 **In control:** Administration Committee
On agenda: 6/14/2017 **Final action:**
Title: MTC Financial Statements for April 2017
Sponsors:
Indexes:
Code sections:
Attachments: [2c_Financial Statement_April'2017.pdf](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Subject:
MTC Financial Statements for April 2017

Presenter:
Sonia Elsonbaty

Recommended Action:
Information



METROPOLITAN
TRANSPORTATION
COMMISSION

Bay Area Metro Center
375 Beale Street
San Francisco, CA 94105
TEL 415.778.6700
WEB www.mtc.ca.gov

Memorandum

TO: Administration Committee

DATE: June 7, 2017

FR: Executive Director

RE: MTC Financial Statements for April 2017

Attached please find MTC financial statements for the ten month period ending April 30, 2017.

Major highlights of the ten month period include:

- (1) **Operating Income:** Total operating income for the ten months is trending at 63% with 83% of the budget year elapsed.
- (2) **Transfers:** Transfers include the annual 1% BATA administration fee in the amount of \$7.3 million.
- (3) **Operating Expenditures:** Total operating expenditures, excluding contracts, are at 78% for the ten month period, or 83% of the budget year. Contract services are well below budget at 33% which is typical since most of the contracts span multiple years.

Federal Grants: There are nine new grants in the FY 2016-17 budget that have been awarded. MTC will be applying for the remaining new grant for Incident Management this fiscal year. One Priority Development Area Planning Grant has been fully spent and will be closed out in FY 2016-17.

Adopted budget numbers have been adjusted to include contract encumbrances from the prior fiscal year.

If there are any questions, please contact Eva Sun at (415) 778-6795.

A blue ink signature of Steve Heminger is written over a horizontal line. The signature is stylized and cursive.

Steve Heminger

SH:bm
Attachment

OPERATING INCOME
MTC OPERATING BUDGET FOR FY 2016-17
As of April, 2017 (83.3% of year)

	3	4	5	6
	FY 2016-17	Actual	Budget Balance	% of Budget
Operating Revenue	Total Budget	Revenue	Over/(Under)	(col 4/3)
General Fund Revenue:				
TDA	12,500,000	11,115,029	(1,384,971)	88.9%
Interest	20,000	41,767	21,767	208.8%
General Fund Total	12,520,000	11,156,796	(1,363,204)	89.1%
Federal Planning Revenue:				
FHWA	8,581,331	7,510,731	(1,070,599)	87.5%
FHWA - SP&R Partnership PL Grant	300,000	24,949	(275,051)	8.3%
Sustainable Transportation Planning Grant	150,000	-	-	0.0%
FTA	6,247,329	3,488,254	(2,759,075)	55.8%
FTA 5304	708,000	2,560	(705,440)	0.4%
Federal Planning Revenue Total	15,986,659	11,026,495	(4,810,164)	69.0%
State Funding Revenue:				
STIP	742,776	430,696	(312,080)	58.0%
State Revenue Total	742,776	430,696	(312,080)	58.0%
Local Funding Revenue:				
TFCA	1,169,117	156,523	(1,012,594)	13.4%
ABAG	-	22,738	22,738	0.0%
HOV	500,000	355,807	(144,193)	0.0%
Pavement Management	1,465,000	876,382	(588,618)	59.8%
PTAP Local Match	143,953	80,579	(63,374)	56.0%
BAAQMD	308,749	15,475	(293,274)	5.0%
Misc	1,566,006	1,265,431	(300,576)	80.8%
Local Funding Total	5,152,826	2,772,935	(2,379,891)	53.8%
Transfers:				
BATA Reimbursement	2,260,798	676,552	(1,584,246)	29.9%
RAFC	74,640	259,791	185,151	348.1%
SAFE	2,329,230	87,020	(2,242,210)	3.7%
BATA 1%	7,297,531	7,297,531	-	100.0%
2% Transit Transfers	452,868	23,789	(429,079)	5.3%
Transfers in - STA	3,331,274	492,523	(2,838,750)	14.8%
Transfer from or (to) Reserve/Capital	6,683,025	1,577,034	(5,105,991)	23.6%
Transfers Total	22,429,366	10,414,240	(12,015,126)	46.4%
Total Operating Revenue	56,831,627	35,801,162	(20,880,465)	63.0%

OPERATING EXPENDITURES
MTC OPERATING BUDGET FOR FY 2016-17
As of April, 2017 (83.3% of year)

	3	4	5	6	7
	FY 2016-17	Actual	Budget Balance	% of Budget	
Operating Expenditures	Total Budget	Expense	Over/(Under)	(col 4/3)	Encumbrance
Salaries & Benefits	23,251,740	18,455,777	(4,795,963)	79.4%	136,191
Travel & Training	402,000	267,700	(134,300)	66.6%	59,105
Commission Expense					
Commissioner Expense	70,000	79,453	9,453	113.5%	-
Advisory Committees	15,000	13,200	(1,800)	88.0%	-
Printing & Graphics	134,100	44,456	(89,644)	33.2%	28,533
Computer Services	1,404,500	1,526,473	121,973	108.7%	-
General Operations	2,838,624	1,652,163	(1,186,461)	58.2%	836,284
Total operating	28,115,964	22,039,221	(6,076,743)	78.4%	1,060,112
Contract Services	28,715,663	9,561,098	(19,154,564)	33.3%	9,492,495
Total Operating Expenditures	56,831,627	31,600,319	(25,231,307)	55.6%	10,552,607

MTC CAPITAL BUDGETS
As of April, 2017 (83.3% of year)

<u>Capital</u>	<u>Total Budget</u>	<u>Actual</u>	<u>Encumbrance</u>	<u>Balance</u>
Transfer from Reserves	\$0	\$0	\$0	\$0
Expense	\$674,032	\$66,145	\$607,887	\$0

<u>Hub Signage Program</u>	<u>LTD Total Budget</u>	<u>LTD Actual</u>	<u>Encumbrance</u>	<u>LTD Balance</u>
Prop 1B	9,856,450	9,856,450	-	-
RM2	362,000	158,512	-	203,488
STA	1,333,045	545,787	-	787,258
Real Time Sign - BART	300,000	-	-	300,000
Revenue	\$11,851,495	\$10,560,749	\$0	\$1,290,746
Expense	\$11,851,495	\$9,196,317	\$962,105	\$1,693,073

Life to Date Federal Grants Budget

As of April, 2017 (83.3% of year)

Fund Source		Grant LTD Balance	New Grants	Total Grants	Staff Actual	Consultant Actual	Encumbrances	Remaining Balance
STP Grants								
1580	Station Area Planning	\$1,295,898	-	\$1,295,898	-	487,782	384,610	\$423,505
1801	CMA Planning	4,458,887	9,150,000	13,608,887	334,448	5,682,223	6,546,259	1,045,957
1803	511 Grant	7,407,504	-	7,407,504	6,309	2,269,999	4,283,156	848,041
1805	Regional Streets and Roads	232,744	-	232,744	-	182,792	49,952	-
1806	Pavement Management	1,461,030	-	1,461,030	-	621,944	734,085	105,000
1811	PDA Planning*	20,073	-	20,073	-	20,073	-	-
1812	Regional PDA Planning	7,058,600	-	7,058,600	-	929,129	5,348,794	780,677
1816	Arterial Operations	2,393,072	-	2,393,072	-	655,361	1,161,487	576,224
1818	Pavement Management	-	1,500,000	1,500,000	-	-	699	1,499,301
1819	511 Traveler Information	-	9,030,000	9,030,000	1,449,545	23,742	637,020	6,919,693
1820	Freeway Performance Initiative	-	7,200,000	7,200,000	1,000	5,785	85,676	7,107,539
1821	Arterial Operations	-	500,000	500,000	1,000	-	-	499,000
1822	Regional Streets and Roads	-	347,000	347,000	-	-	230,485	116,515
1823	Incident Management	-	1,400,000	1,400,000	-	-	-	1,400,000
Total STP Grants		\$24,327,808	\$29,127,000	\$53,454,808	\$1,792,302	\$10,878,829	\$19,462,224	\$21,321,452
CMAQ Grants								
1589	Arterial Operations (PASS Program)	\$2,224,676	-	\$2,224,676	314,506	579,876	509,770	\$820,525
1591	Climate Initiatives Program Public Outreach	617,293	-	617,293	20,762	150,673	445,858	-
1592	Climate Initiatives Evaluation	675,067	-	675,067	-	144,892	130,174	400,000
1596	Freeway Performance Initiative	3,838,056	-	3,838,056	1,453,174	385,703	1,534,148	465,032
1800	Incident Management	4,696,797	-	4,696,797	144,938	-	401,161	4,150,698
1804	511 Grant	3,117,361	-	3,117,361	376,010	1,471,360	926,646	343,345
1809	FPI Corridor Studies	2,454,318	-	2,454,318	196,969	136,130	272,392	1,848,828
New	Incident Management	-	10,840,000	10,840,000	-	-	-	10,840,000
1814	Regional Bicycle Sharing Program	1,490,142	-	1,490,142	-	24,525	171,295	1,294,322
1824	Climate Initiatives Program Public Education	-	1,388,000	1,388,000	-	-	-	1,388,000
Total CMAQ Grants		\$19,113,710	\$12,228,000	\$31,341,710	2,506,358	\$2,893,160	\$4,391,443	\$21,550,750
FTA GRANTS								
1614	JARC	\$347,421	-	\$347,421	-	-	-	\$347,421
1623	New Freedom	133,687	-	133,687	-	2,963	24,947	105,777
1625	JARC	304,533	-	304,533	-	-	-	304,533
1626	New Freedom	47,417	-	47,417	-	-	-	47,417
1627	JARC	171,914	-	171,914	-	41,721	41,461	88,732
1628	New Freedom	181,723	-	181,723	-	-	175,046	6,677
1629	JARC	479,106	-	479,106	-	193,831	285,275	-
1630	JARC	1,667,079	-	1,699,819	-	429,656	914,563	355,600
1631	FTA 5339	9,665,839	-	9,665,839	-	-	-	9,665,839
1632	New Freedom	763,840	-	699,100	-	232,893	366,041	100,166
1633	FTA 5339	11,807,629	-	11,807,629	-	-	-	11,807,629
1634	FTA 5339	9,590,718	-	9,393,017	-	-	-	9,393,017
1635	FTA 5310	460,429	-	460,429	451,480	-	-	8,949
1668	TIGER (FTA)	460,808	-	460,808	-	318,244	142,564	-
Total FTA Grants		\$36,082,143	-	\$35,852,442	451,480	1,219,308	\$1,949,897	\$32,231,755
HPP/VPP GRANTS								
Other Grants								
1110	HEPP Travel Model	\$81,843	-	\$81,843	-	3,395	78,449	-
1112	SHRP2L Travel Analysis	\$522,496	-	\$522,496	-	64,832	421,786	35,878
Total Other Grants		\$604,339	-	\$604,339	-	\$68,227	\$500,235	\$35,878
Total Federal Grants Budget		\$80,128,000	\$41,355,000	\$121,253,299	\$4,750,140	\$15,059,524	\$26,303,799	\$75,139,835

1811 PDA Planning*

This grant is fully spent. Will be closed out in FY16/17

CLIPPER OPERATING BUDGET
As of April, 2017 (83.3% of year)

Clipper Operating	Total FY 2016-17 Budget	Actual	Encumbrance	Balance
RM2	2,950,000	1,550,822	-	1,399,178
STP	180,000	-	-	180,000
STA	11,736,461	7,726,391	-	4,010,070
Transit Operators	18,352,529	12,195,540	-	6,156,989
Revenue	\$33,218,989	\$21,472,753	-	\$11,746,237
Expense	\$33,218,989	\$21,462,097	\$11,756,892	(\$0)

CLIPPER I - CAPITAL BUDGET (Life to Date)
As of April, 2017 (83.3% of year)

Clipper I - Capital	LTD Budget Thru FY 2016-17	Actual	Encumbrance	Project Balance L-T-D
CMAQ	68,703,835	65,410,508	-	3,293,327
Card Sales	6,851,267	6,017,564	-	833,703
Cap and Trade	3,559,290	3,559,290	-	-
ARRA	11,167,891	11,167,891	-	-
FTA	27,213,349	21,958,686	-	5,254,663
STP	37,538,086	27,270,962	-	10,267,124
STA	23,309,540	19,781,601	-	3,527,939
Prop 1B	988,137	988,137	-	-
SFMTA	8,005,421	3,211,570	-	4,793,851
GGBHTD	2,975,000	2,638,123	-	336,877
BART	725,000	412,762	-	312,238
MTC Exchange Fund	7,573,878	7,573,878	-	-
BATA	26,864,813	24,389,529	-	2,475,284
Transit Operators	13,857,000	657,776	-	13,199,224
WETA	603,707	603,707	-	-
Sales Tax	890,216	890,216	-	-
Revenue	\$240,826,430	\$196,532,199	-	\$44,294,231
Expense	\$240,826,430	\$189,352,033	\$17,112,804	\$34,361,593

CLIPPER II - CAPITAL BUDGET (Life to Date)
As of April, 2017 (83.3% of year)

Clipper II - Capital	LTD Budget Thru FY 2016-17	Actual	Encumbrance	Project Balance L-T-D
STP	4,569,554	3,924,307	-	645,247
FTA	10,078,133	-	-	10,078,133
Golden Gate - Pass through	5,000,000	-	-	5,000,000
TCP CMAQ Funds	2,684,772	-	-	2,684,772
Low Carbon Transit Operations (LCTOP)	1,100,000	-	-	1,100,000
BATA	260,000	259,802	-	198
STA	1,047,841	1,031,015	-	16,826
Revenue	\$24,740,300	\$5,215,124	-	\$19,525,176
Expense	\$24,740,300	\$5,215,124	\$2,278,748	\$17,246,428

DISBURSEMENT REPORT (Non- Federal Funded)
As of April, 2017 (83.3% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Support to the Commission	50,000			
1051111 - Subtotal	50,000	-	-	50,000
Implement Public Information Program	510,000			
Consultants		161,750	123,098	
1051112 - Subtotal	510,000	161,750	123,098	225,152
Regional Transportation Plan	1,578,047			
Ascent Environmental, Inc.		92,591	457,170	
Cambridge Systematics		20,503	(1,073)	
Consultants		282,075	513,429	
Tschudin Consulting Group		88,311	60,196	
1051121 - Subtotal	1,578,047	483,480	1,029,722	64,845
Analyze Regional Data using GIS & Travel Models	4,770,684			
Consultants		152,760	94,516	
Corey, Canapary & Galanis		97,069	87,581	
ETC Institute		2,088,509	785,444	
Parsons Brinckerhoff, Inc.		490	85,294	
Redhill Group, Inc.			573	
Resource Systems Group			41,250	
RSG Inc.		15,639	289,361	
1051122 - Subtotal	4,770,684	2,354,467	1,384,019	1,032,198
Resilience (Sea Level Rise/Adaptation) Planning	991,834			
1051126 - Subtotal	991,834	-	-	991,834
Airport/Seaport/Freight Planning	520,000			
Cambridget Systematics		55,000	15,000	
The Tioga Group, Inc.		37,424	412,576	
1051124 - Subtotal	520,000	92,424	427,576	-
Non-Motorized Transportation Activities	284,000			
Consultants		137,970		
1051125 - Subtotal	284,000	137,970	-	146,030

DISBURSEMENT REPORT (Non- Federal Funded)
As of April, 2017 (83.3% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Advocate Legislative Programs	578,100			
Carter, Wetch & Associates		59,061	11,040	
Government Relations		197,325	65,775	
1051132 - Subtotal	578,100	256,386	76,815	244,899
Agency Financial Management	674,244			
Public Financial Managment		238,176	11,824	
Sungard Public Sector		7,322	6,798	
Milliman		568		
PWC		267,118	7,126	
1011152 - Subtotal	674,244	513,184	25,748	135,312
Administrative Services	390,623			
Pathways for High School		93,915	27,955	
PRN Ergonomics		48,300		
CSI Compliance		15,000	2,920	
Koff & Associates		34,830	27,253	
1011153 - Subtotal	390,623	192,045	58,128	140,449
Information Technology Services	497,000			
Visual Strategies		69,000	9,150	
Informatix, Inc.		81,611	173,841	
Nexlevel IT Inc.		1,320	11,468	
SSP Data			71,000	
1011161 - Subtotal	497,000	151,931	265,458	79,611
Performance Measurement and Monitoring	250,852			
CH2M Hill		7,473	16,692	
Consultants		75,608	126,079	
1051212 - Subtotal	250,852	83,081	142,771	25,000
Regional Rideshare Program	1,469,117			
Parsons Brinkerhoff		170,593	990,137	
1051222 - Subtotal	1,469,117	170,593	990,137	308,387

DISBURSEMENT REPORT (Non- Federal Funded)
As of April, 2017 (83.3% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Operational Support for Regional Programs	348,630			
Consultants		38,500	83,763	
Iteris Inc.		17,432	48,376	
Kimley-Horn			10,559	
1051223 - Subtotal	348,630	55,932	142,698	150,000
Regional Traveler Information	2,281,083			
Civic Resource Group		39,270	262,549	
Consultants		4,720	70,000	
Software License Renewal		7,310		
Faneuil Inc.			96,012	
Iteris Inc.		582,194	672,452	
Kimley-Horn & Associates		9,578	33,639	
SAIC		3,097		
1051224 - Subtotal	2,281,083	646,169	1,134,652	500,263
Emergency Response Operations	100,000			
Software License Renewals		18,300		
1051228 - Subtotal	100,000	18,300	-	81,700
Emergency Response Planning	1,266,881			
URS Corporation		134,807	125,074	
1051229 - Subtotal	1,266,881	134,807	125,074	1,007,000
Pavement Management Program (PMP)	2,179,707			
Adhara Systems, Inc.		13,498	18,314	
AMS Consulting LLC		9,417	19,964	
CA State University, Chico			50,000	
Bellecci & Associates			9,204	
Capitol Asset & Pavement Services		14,293	18,359	
CH2M Hill		4,989		
Consultants		23,683	36,424	
DevMecca, LLC		822,863	2,158	
Harris & Associates		16,029	13,720	
JG3 Consulting LLC		2,237	2,581	
Nicholas Consulting Engineers		23,062	9,440	
Quality Engineering Solutions		2,044	3,527	
1051233 - Subtotal	2,179,707	932,115	183,691	1,063,901

DISBURSEMENT REPORT (Non- Federal Funded)
As of April, 2017 (83.3% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Arterial Operations	154,488			
DKS Associates		22,074	20,859	
Iteris Inc.		18,481	10,949	
Kimley-Horn And Associates		22,797	24,739	
TJKM Transportation		17,840	16,749	
1051234 - Subtotal	154,488	81,192	73,296	-
Incident Management	206,600			
Iteris Inc.		4,600		
Kimley-Horn & Associates			2,000	
1051235 - Subtotal	206,600	4,600	2,000	200,000
Freeway Performance Initiative	1,069,746			
Audio Visual Innovations Inc.			143,980	
Cambridge Systematics			55,829	
Consultants			467,000	
FEHR & PEERS Associates		50,726	169,104	
Kettelson & Associates			1,346	
URS Corporation		57,877	30,977	
1051237 - Subtotal	1,069,746	108,603	868,236	92,907
Implement Lifeline Transportation Programs	1,270,231			
CH2M Hill		38,332	14,714	
Consultants		89,500	76,250	
Nelson/Nygard		39,547	55,286	
1051311 - Subtotal	1,270,231	167,379	146,250	956,602
Climate Assessment Initiative	35,000			
Bike Share Staffing - City of Berkely		5,871	89,129	
1051413 - Subtotal	35,000	5,871	89,129	(60,000)

DISBURSEMENT REPORT (Non- Federal Funded)
As of April, 2017 (83.3% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Regional Assistance Program	276,734			
Pieriott & Associates, LLC		25,000	33,734	
1051514 - Subtotal	276,734	25,000	33,734	218,000
State Programing, Monitoring and TIP Development	314,933			
Consultants		134,664	65,336	
1051515 - Subtotal	314,933	134,664	65,336	114,933
Transit Sustainability Project	1,528,481			
Bay Area Rapid Transit			42,857	
City of Union City			30,000	
Consultants		25,536	156,675	
ECCTA			30,000	
LAVTA			9,703	
Napa Valley Transportation Authority		19,919	10,081	
Nelson Nygaard			6,840	
Solano Transportation Authority		90,000	30,000	
Sonoma County Transit			30,000	
Sonoma County Transportation			5,000	
City of Vacaville			10,000	
Westcat		30,000		
1051517 - Subtotal	1,528,481	165,455	361,156	1,001,870
New Freedom	5,000			
Nelson/Nygard		5,000		
1051518 - Subtotal	5,000	5,000	-	-
Transit Core Capacity Study	459,388			
Arup North America Ltd.		318,244	141,144	
1051519 - Subtotal	459,388	318,244	141,144	-
Transportation for Livable Communities Program	3,079,983			
Arup North America, LTD.			27,500	
Association of Bay Area Government		1,706,499	966,217	
Consultants		71,000	50,447	
Placeworks		16,918	42,358	
City of Santa Clara			60,000	
Toole Design Group		5,560	47,431	
1051611 - Subtotal	3,079,983	1,799,977	1,193,953	86,053

DISBURSEMENT REPORT (Non- Federal Funded)
As of April, 2017 (83.3% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Climate Adaptation Consulting (BARC)	154,813			
Consultants		50,273	14,599	
1051612- Subtotal	154,813	50,273	14,599	89,941
Legal	1,169,927			
Hanson and Bridgett		19,558	64,243	
Orrick Herrington		138,908	111,092	
Glynn and Finley		17,623	107,602	
Meyers Nave		5,320	28,996	
Schiff Hardin LLP		-	16,386	
Renne Sloan Holtzman Sakalili		3,689	65,757	
1060000 - Subtotal	1,169,927	185,098	394,077	590,752
	249,780			
Ceridian		8,343		
Dell Marketing		110,290		
Gov Delivery Inc.		6,475		
1011998/1999 - Subtotal	249,780	125,109	-	2,699
Total Operating Contract Services	28,715,663	9,561,098	9,492,495	9,540,338

DISBURSEMENT REPORT - (Funded by Federal Grants)
As of April, 2017 (83.3% of year)

Work Element/Consultant	Expended	Encumbered
Regional Transportation Plan		
Consultants	36,215	311,837
San Francisco Transportation Authority	32,012	188,398
1051122 - Subtotal	68,227	500,235
Parsons Brinkerhoff	647,495	1,820,663
Alameda County Transportation authority		70,000
Consultants		70,000
Solano Transportation Authority	23,742	216,258
1051222 - Subtotal	671,237	2,176,921
Support Regional Traveler Information Services		
Kimley-Horn and Associates	10,028	115,656
1051223 - Subtotal	10,028	115,656
Regional Traffic Information Services		
Civic Resource Group	1,177,814	869,171
Consultants	36,430	
Faneuil, Inc.		741,060
Iteris, Inc.	1,834,352	1,569,050
Kimley-Horn & Associates	73,924	218,236
SAIC	23,901	
1051224 - Subtotal	3,146,421	3,397,517
Pavement Management Program (PMP)		
Adhara Sysems, Inc.	104,187	141,352
AMS Consulting LLC	72,688	154,091
Bellecci & Assocaites		71,036
Capitol Asset & Pavement Services	110,316	141,700
Consultants	182,792	281,136
Harris & Associates	123,717	105,896
JG3 Consulting	17,263	19,919
Nichols Consulting Engieners	177,999	72,865
Quality Engineering Solutions	15,773	27,226
1051233 - Subtotal	804,735	1,015,221

DISBURSEMENT REPORT - (Funded by Federal Grants)
As of April, 2017 (83.3% of year)

Work Element/Consultant	Expended	Encumbered
Arterial Operations		
Consultants	4,206	135,794
County of Santa Clara	567,000	-
DKS Associates	179,801	239,015
DKS Associates	13,470	83,440
City of Fremont	15,484	562,454
Iteris Inc.	181,995	224,197
Kimly-Horn and Associates	41,200	1,008,800
Kimly-Horn and Associates	124,685	150,734
LAVTA	8,500	191,500
TJKM Transportation	129,685	142,126
TJKM Transportation	6,000	136,000
Valley Transportation Authority	68,400	-
1051234 - Subtotal	1,340,426	2,874,060
Implement Incident Management Program		
URS Corporation		401,161
1051235 - Subtotal	-	401,161
Freeway Performance Initiative		
Audio Visual Innovations Inc.		5,280
Cambridge Systematics	25,548	28,786
Consultants		50,000
Fehr & Peers Associates	50,584	0
Kimly Horn Associates	162,979	277,254
Kittelson & Associates	130,335	119,614
Parsons Brinckerhoff, Inc.	5,785	85,676
Transportation Mobility Solutions	47,196	122,804
URS Corporation		200,000
1051237 - Subtotal	422,427	889,414
Lifeline Program		
City of Alameda	24,875	95,878
Central Contra Costa Transit	-6,705	6,705
County of Contra Costa	33,945	194,534
Cycles of Change	58,041	116,531
Outreach	264,564	283,609
City of Richmond		13,889
San Mateo County Human Sevice	2,381	53,685
1051310 - Subtotal	377,101	764,831

DISBURSEMENT REPORT - (Funded by Federal Grants)
As of April, 2017 (83.3% of year)

Work Element/Consultant	Expended	Encumbered
Implement Lifeline Transportation Program		
Daly City		41,461
Marin Transit	3,160	285,275
Outreach	190,671	0
Peninsula Family Services	52,557	149,732
Peninsula Family Services	41,721	
1051311 - Subtotal	288,109	476,468
Lifeline Planning		
Alta Planning and Design	127,478	380,954
Civic Resource Group		653
ICF Consulting	105,503	151,153
Toole Design Group	24,525	171,295
1051413 - Subtotal	257,506	704,055
Federal Programming, Monitoring and TIP Development		
County Connection	2,963	24,947
1051512 - Subtotal	2,963	24,947
New Freedom - Non - Planning Funds		
Alameda County CMA		26,774
Center for Independent Living	10,100	101,579
City of Alameda		148,272
Consultants		90
Outreach & Escort Inc.	200,475	246,256
Sonoma County Human Services Department	22,318	18,116
1051518 - Subtotal	232,893	541,087
Transit Core Capacity Study		
Arup North America Ltd.	318,244	142,564
1051519 - Subtotal	318,244	142,564

DISBURSEMENT REPORT - (Funded by Federal Grants)
As of April, 2017 (83.3% of year)

Work Element/Consultant	Expended	Encumbered
Transportation for Livable Communities		
City of Alameda	220,000	30,000
Association of Bay Area Government	717,565	22,508
Bay Conservation & Development Community	198,407	206,427
City of Berkely	230,686	340,417
City of Sunnyvale	265,702	0
Community Design and Architecture	78,226	176,101
Consultants (PO)	12,500	52,600
Dyett & Bhatia	6,420	9,630
Fehr & Peers Associates	50,231	112,808
Nelson Nygaard	146,066	295,556
City of Oakland	172,500	459,800
City of Richmond	222,080	
San Francisco Transportation Authority		196,000
City and County of San Francisco		736,000
City of San Jose		1,363,782
City of San Leandro		440,000
Santa Clara VTA		140,385
City of Santa Clara, Caltrain		850,000
City of Sunnyvale	12,500	518,100
City of Walnut Creek		12,225
1051611 - Subtotal	2,332,883	5,962,339
Fund 190 CMA PLANNING	4,786,324	6,317,325
Total Federal Grant Funded	15,059,524	26,303,799

CAPITAL PROJECTS DISBURSEMENT REPORT
As of April, 2017 (83.3% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Capital Expenditures	674,032	66,145	607,887	
Subtotal	\$674,032	\$66,145	\$607,887	\$0
Hub Signage Program	11,851,495			
Staff Costs		1,360,648		
Consultants		969,990	10,545	
Kimly-Horn and Associates		621,388	861	
BART		4,262,343	950,346	
Wilbur Smith Associates		100,850		
City of Santa Rosa		89,424		
Jacobs Carter Burgess		481,201		
Fluoresco Lighting		448,201		
Solari Corporation		188,388		
Nematode Holdings, LLC		223,996		
NCPTA		133,860		
Ghirardelli Association		316,028	352	
3322650,2651,2652,2654 & 2655 Subtotal	\$11,851,495	\$9,196,317	\$962,105	\$1,693,073
Capital Projects Total	\$12,525,527	\$9,262,462	\$1,569,992	\$1,693,073

CLIPPER PROJECTS DISBURSEMENT REPORT
As of April, 2017 (83.3% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
Clipper Operating	33,218,989			
Staff Costs		1,477,567	398,100	
AC Transit		183,600	66,200	
Caribou Public Relations		88,260	111,740	
Consultants		686,873	142,251	
Cubic Transportation systems		18,179,493	10,626,169	
Moore, Iacofano, Goltsman		316,032	233,968	
Nematode Holdings LLC		224,787	55,109	
Resource Development Association		133,344	46,656	
Synapse Strategies		172,141	76,699	
320122116 Clipper Operating Expenses	\$33,218,989	\$21,462,097	\$11,756,892	(\$0)
Clipper I - Capital	240,826,430			
Staff costs		11,070,692	227,509	
A T & T		77,112		
AC TRANSIT		397,683		
Acumen Building Enterprise		302,151		
AT&T		13,445		
Auriga Corporation		373,734		
BART		2,574,547		
BART		1,130,185		
Booz Allen Hamilton		8,082,237	1,001,153	
Booz Allen Hamilton		13,156,971		
Caporicci & Larson		11,530		
Consultants		1,652,528		
CH2M Hill Inc.				
Cornerstone Transp. Consulting		110,119		
Cubic Transportation Systems		79,798,802	15,198,711	
D-S-P		10,000		
Elmwood Consulting		11,603		
Fleishman-Hillard Inc.		175,760		
Glynn & Finley, LLP		199,990		
Golden Gate BHTD		46,347		
Golden Gate BHTD		38,790		
Golden Gate Transit District		25,270		
Hanson Bridgett Marcus Vlahos		5,000		
Hothouse Interactive		13,104		
Intl. Programming & Systems		29,491		
Invoke Technologies		156,962		
Karen Antion Consulting		290,397		
Kennison Metal Fabrication		225,361		
Kimley-Horn and Associates		667,251		
Kimley-Horn and Associates		337,390		
KPMG consulting		1,127,033		
Local Government Services		915,517		
Macias, Gini and Company		47,190		
Moore, Iacofano, Goltsman		128,627	121,373	

CLIPPER PROJECTS DISBURSEMENT REPORT
As of April, 2017 (83.3% of year)

Work Element/Consultant	Budgeted	Expended	Encumbered	Balance
MOTOROLA (PHASE I)		2,166,458		
MOTOROLA (PHASE II)		37,511,848		
PB CONSULT		193,500		
Peninsula Corr. Joint Powers		2,079,685		
Pricewaterhouse Coopers		40,000		
Samtrans		149,013		
San Francisco Muni		579,882		
Santa Clara VTA		1,636,101		
SBC/MCI		1,128		
SF Muni		431,580		
Shiralian Management Group		83,160		
Synapse Strategies		437,245		
Solano County Transit		165,480		
Solutions for Transit		192,013	7,988	
Thompson Coburn LLP		19,459		
Valley Transportation Authority		2,263,000	32,535	
VenTek Transit, Inc.		679,399	737,926	
Water Emergency Transportation Authority		127,867		
RM2 Capital construction		17,392,396		
310 Clipper Capital I - Total Expenses	\$240,826,430	\$189,352,033	\$17,326,950	\$34,147,447
Clipper II- Capital	24,740,300			
Staff Costs		2,179,417		
IBI Group		2,108,393	1,491,607	
Consultants		204,236	15,445	
Thompson Coburn LLP		211,497	238,503	
CH2M Hill Clipper Consultants		461,903	533,193	
Invoke Technologies		49,678		
312 Clipper II - Total Expenses	\$24,740,300	\$5,215,124	\$2,278,748	\$17,246,428

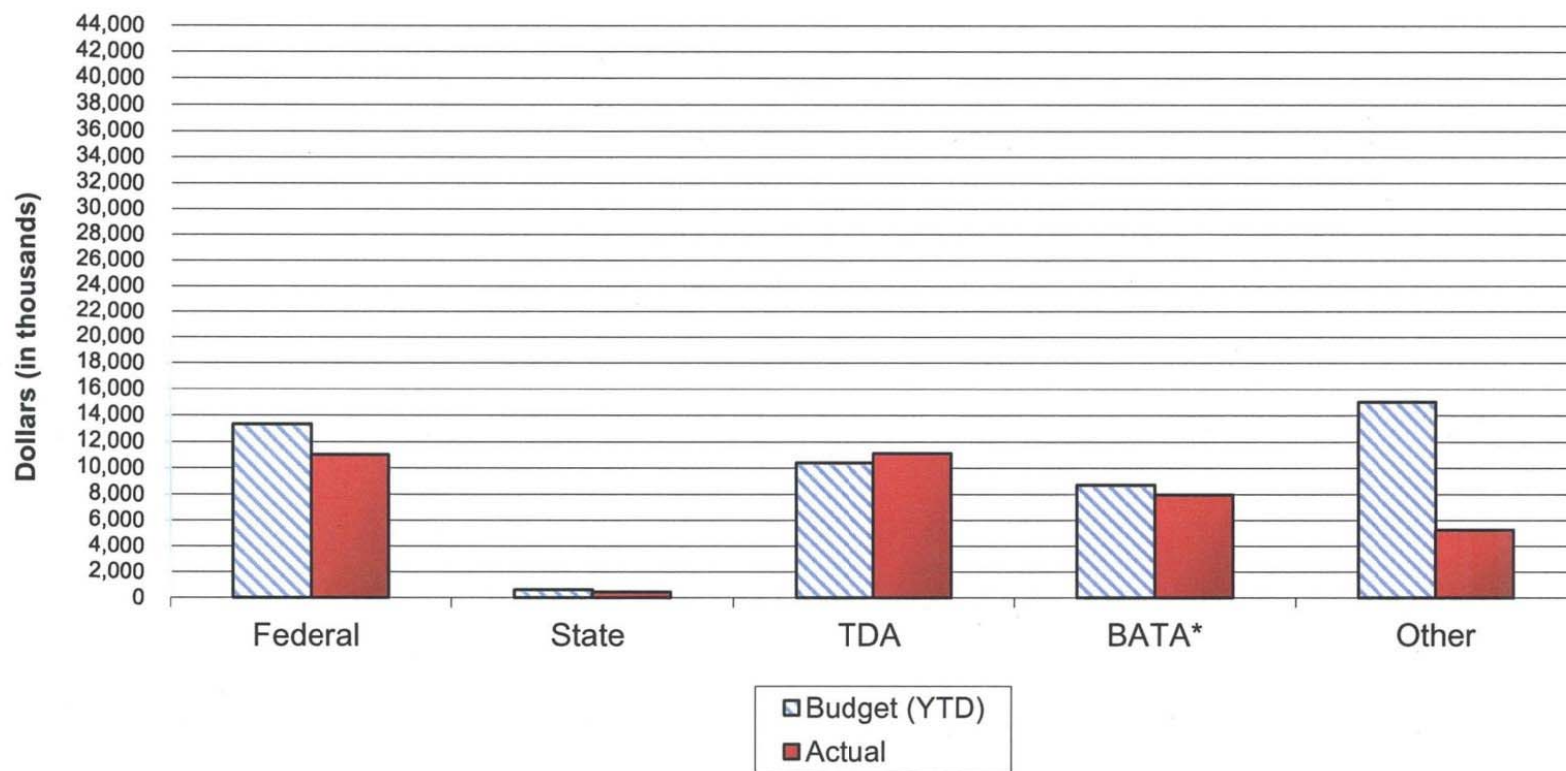
PURCHASE ORDERS EXECUTED BY EXECUTIVE DIRECTOR
\$2,500-\$200,000

		As of April, 2017
SSP Data		\$167,249
	<i>Computer Hardware</i>	
SOFTWAREONE Inc.		\$158,514
	<i>Software License Renewal</i>	
Dakota Press		\$2,955
	<i>Printing and Reproduction</i>	
X-IO Technologies		\$6,400
	<i>Computer Maintenance Services</i>	
Women in Transportation		\$2,500
	<i>Women in Transportation - Sponsorship</i>	
SSP Data		\$9,000
	<i>Computer Maintenance Services</i>	
Government Jobs.com		\$4,600
	<i>NEOGOV User License - For Recruiting</i>	

CONTRACTS EXECUTED BY EXECUTIVE DIRECTOR
\$2,500-200,000

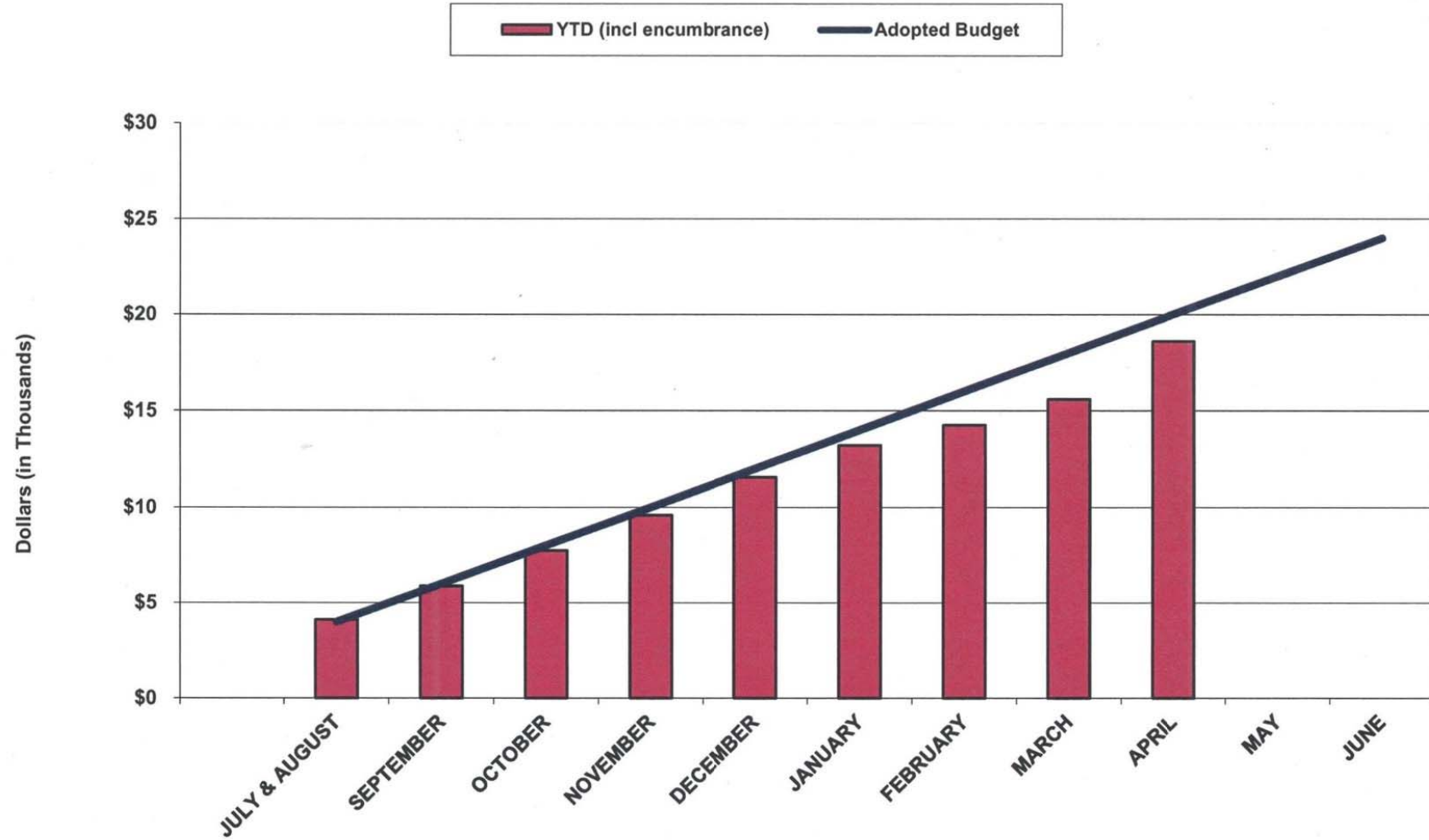
Consultant	Purpose	As of April, 2017
URS Corporation	On-Call Facilitation Services	\$200,000
URS Corporation	Transportation Emergency	\$135,000
Daily Journal Corporation	FY16-17 Newspaper Legal Service	\$114,392
Wiline Networks Inc.	Communications License Agreement	\$9,900

**Chart 1: Revenue Comparison between Budget and Actual
April 2017**

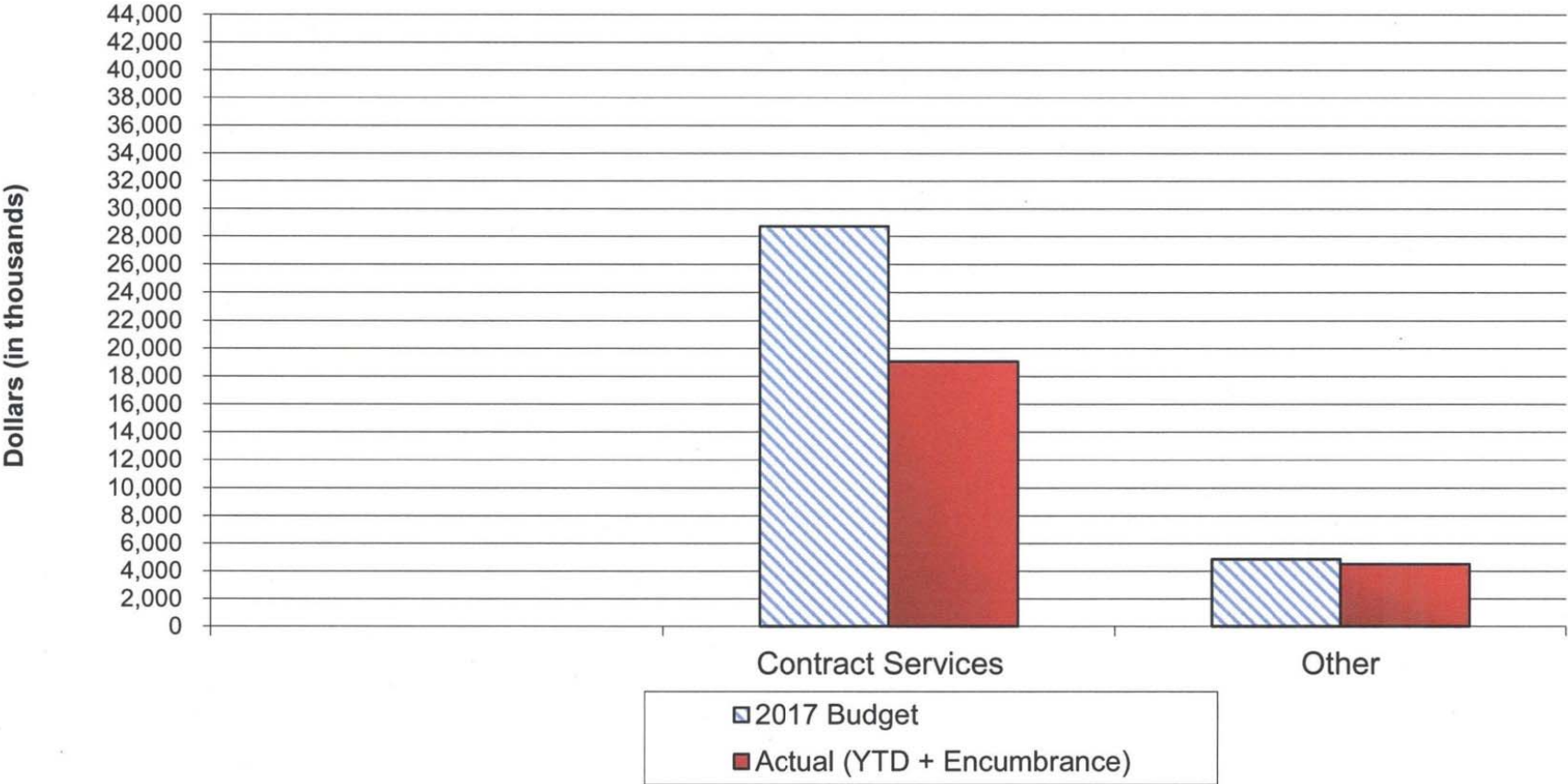


* Annual

Budget vs Actual Plus Encumbrance Salaries & Benefits



**Chart 2: Expenditure Comparison between Budget to Actual and Encumbrances
April 2017**





Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 17-2599 **Version:** 1 **Name:**
Type: Report **Status:** Consent
File created: 5/12/2017 **In control:** Administration Committee
On agenda: 6/14/2017 **Final action:**
Title: Monthly Travel Report
Sponsors:
Indexes:
Code sections:
Attachments: [2d_Travel_Report_April'2017.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:
Monthly Travel Report

Presenter:
Sonia Elsonbaty

Recommended Action:
Information



METROPOLITAN
TRANSPORTATION
COMMISSION

Bay Area Metro Center
375 Beale Street
San Francisco, CA 94105
TEL 415.778.6700
WEB www.mtc.ca.gov

Memorandum

TO: Administration Committee

DATE: June 7, 2017

FR: Executive Director

RE: Monthly Travel Report

Pursuant to MTC Resolution No. 1058, Revised, this constitutes the monthly travel report to the Administration Committee. As a reminder, the Commission revised the policies governing Commissioner and staff travel to require that three items be approved by, or reported to, this Committee:

1. International travel (outside the United States and Canada) must be approved in advance by this Committee at a regular public meeting.
2. All Commissioner travel must be disclosed in regular monthly reports to this committee.
3. On a quarterly basis, actual vs. budgeted travel expenditures must be reported to this Committee.

International Travel Requests

None this month.

Commissioner Travel

None this month.

Budget Report

As outlined in Attachment 1, actual travel expenses for all combined MTC travel funds are below budget at 57% as of April 2017 with 83% of the budget year elapsed.

Steve Heminger

SH:bm
Attachment

Travel Report
As of March, 2017 (83% of year)

FUND	Budget	YTD Actual	% of Budget
MTC	194,400	135,746	70%
BATA	179,200	100,517	56%
SAFE	17,000	4,866	29%
Clipper	53,000	11,494	22%
Total	443,600	252,622	57%



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 17-2222 **Version:** 1 **Name:**

Type: Contract **Status:** Consent

File created: 1/5/2017 **In control:** Administration Committee

On agenda: 6/14/2017 **Final action:**

Title: 1. Consultant Bench - On-Call Design Services: Service Categories: a) Print Design; b) Digital Design; c) Website Design and Development; d) Mapping Design; and e) Wayfinding Design Services: Various Firms; and
2. Contract - Mapping and Wayfinding Design Services: City ID Ltd (\$270,000)

Sponsors:

Indexes:

Code sections:

Attachments: [2e On-Call Design Bench-Contractor Selection .pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

1. Consultant Bench - On-Call Design Services: Service Categories: a) Print Design; b) Digital Design; c) Website Design and Development; d) Mapping Design; and e) Wayfinding Design Services: Various Firms; and
2. Contract - Mapping and Wayfinding Design Services: City ID Ltd (\$270,000)

Presenter:

Jay Stagi

Recommended Action:

Committee Approval



METROPOLITAN
TRANSPORTATION
COMMISSION

Bay Area Metro Center
375 Beale Street
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Memorandum

TO: Administration Committee

DATE: June 7, 2017

FR: Deputy Executive Director, Operations

W.I. 1112

RE: 1. Consultant Bench - On-Call Design Services: Service Categories: a) Print; b) Digital; c) Website; d) Mapping; and e) Wayfinding: Various Firms; and
2. Contract – Mapping and Wayfinding Design Services: City ID Ltd (\$270,000)

This memorandum requests approval of a pre-qualified bench of consultants to provide On-Call Design Services for the following design service categories: a) Print; a) Digital; c) Website d) Mapping; and e) Wayfinding to support various agency projects. This bench will be utilized for a three-year period ending June 30, 2020, with an option to extend for an additional three years. Attachment A to the Request for Committee Approval lists the firms selected for each service category.

In addition, staff requests the Committee's approval to negotiate and enter into a three-year contract, with an option to extend for an additional three years, with City ID Ltd in an amount not to exceed (\$270,000). City ID Ltd shall be directly selected from design services categories d) Mapping and e) Wayfinding to develop design standards and a prototype for the Regional Transit Mapping Project and assist in the development of guidelines for the complementary Regional Urban Wayfinding Program.

Background

In March of 2017, MTC issued a Request for Qualifications (RFQ) to establish an on-call bench of pre-qualified consultants to provide technical assistance for five design services listed above.

Staff presented the Regional Transit Mapping Project concept to this Committee in January 2017. This project will focus on developing a common map language and iconography for use by the region's 28 public transit agencies, and a digital and print prototype of a regional transit map showing the networks for all systems. The project builds on MTC's Transit Hub Signage Program, which has installed station area maps, directional signage, real-time signs and other tools in and around 24 transit hubs around the region.

MTC has identified a total of \$270,000 in Regional Measure 2 Marketing Funds for the Regional Transit Mapping Project and complementary Regional Urban Wayfinding Program in FY 2017-18, subject to approval of the FY 2017-18 agency budget.

Procurement Process

In response to the RFQ issued in March, MTC received Statements of Qualifications (SOQs) from a total of 31 consulting firms. Thirty firms were found to have met the deadlines and the minimum qualifications for at least one area of design specified in the RFQ. An evaluation panel, including staff from MTC, San Francisco Municipal Transportation Agency, and the City of San Jose, evaluated the SOQs based on each firms' qualifications, quality and creativity of samples/ previous projects, cost effectiveness/ reasonableness of hourly rates, and written and oral communications.

Based on the evaluations, staff recommends that the firms shown in Attachment A to the Request for Committee Approval be approved as pre-qualified consultants for the listed Service Categories. The evaluation panel selected firms for the a) Print, b) Digital, c) Website Development, and d) Mapping design service categories due to scoring 70 percent or higher. The panel selected firms for the e) Wayfinding category due to the natural break in scoring at 60 percent.

Eight firms (also shown in Attachment A to the Request for Committee Approval) are not being recommended since the panel deemed them to be not as competitive, based on overall firm experience, the timing of their submission, their pricing, or a combination of these factors.

Award of a contract with one of the pre-qualified consultants may take place by direct selection or via a mini-procurement, pursuant to MTC's procurement procedures. Attachment B includes a summary of the small business and disadvantaged business enterprise status of the recommended firms and their respective subconsultants.

Contract – Mapping and Wayfinding Design Services: City ID Ltd (\$270,000)

In addition, staff requests the Committee's approval to negotiate and enter into a contract into a 3-year contract with CityID Ltd, in an amount not to exceed (\$270,000), with an option to extend for an additional three years, to work on the Regional Transit Mapping Project and Urban Wayfinding Project. The selection of City ID Ltd was based on interviews held with firms submitting Mapping and Wayfinding SOQs. City ID Ltd demonstrated a clear understanding of the complexity of these projects, while their previous work on Legible London, WalkNYC, and within the Bay Area was compelling. Work samples and communications were outstanding. City ID Ltd's hourly rates for project management and staff were reasonable.

Recommendation

Staff recommends that this Committee approve the pre-qualified consultant bench identified in Attachment A to the Request for Committee Approval, to provide On-Call Design Services in the following service categories: a) Print; a) Digital, c) Website; d) Mapping; and e) Wayfinding. This bench will be utilized for a three-year period ending June 30, 2020, with an option to extend for an additional three years.

In addition, staff recommends that the Committee authorize the Executive Director or his designee to negotiate and enter into a contract with City ID Ltd in an amount not to exceed (\$270,000) to provide design support for the Regional Transit Mapping Project and the complementary Regional Urban Wayfinding Program, subject to approval of the FY 2017-18 agency budget.



Andrew B. Fremier

SH:js
Attachment

Attachment A
On-Call Design Services Consultant Selections

List of Selected Firms by Design Category

Design Categories

SELECTED FIRM	A: Print	B: Digital	C: Website	D: Mapping	E: Wayfinding
Alta Planning + Design, Inc.					X
Anthology, LLC	X	X	X		
CHK America, Inc.				X	
Circlepoint	X	X	X		
City ID Ltd				X	X
CityWorks People + Places, Inc.		X	X		
Convey, Inc.	X	X	X		
DCR Design LLC				X	
FivePaths LLC		X	X		
Kimiko Chan Design	X				
Kimley-Horn and Associates, Inc.					X
Keilani Tom Design Associates	X				
lowercase productions LLC	X	X	X	X	X
Moore Iacofano Goltsman, Inc.			X		
Matthew Michael Myers					X
Monroy & Cover Design	X	X			
OneWorld Communications, Inc.		X	X		
Swirl, Inc.	X	X	X		
Steer Davies & Gleave Inc.				X	X
Studio Percolate Design and Photography LLC	X	X			
The Glue, LLC		X	X		
Trillium Solutions, Inc.			X	X	
Number of Firms Selected	9	11	11	6	7
UNSELECTED FIRM					
Barretto-Co. LLC					
Kohnke Design Office					
McGregor Shott, Inc.					
Placeworks, Inc.					
Precisions Group, Inc.					
Producto Studios					
Stamen Design LLC.					
Wilson, Sparling & Associates					

ATTACHMENT B
Disadvantaged Business Enterprise and Small Business Enterprise Status

Firm Name	DBE* Firm			SBE** Firm		
	Yes	If Yes, List #	No	Yes	If Yes, List #	No
Alta Planning + Design, Inc.			X			X
Anthology, LLC	X	42296				X
Studio-A			X			X
Jesse Alvarez			X			
CHK America, Inc.			X			X
Circlepoint			X		40528	X
BetaBreakers			X			
City ID Ltd			X			X
Billings Jackson Design			X			X
DCR Design LLC	X	43559				X
CityWorks People + Places, Inc.	X	42549				X
Civic Resources Group International Incorporated (dba CivicConnect)			X	X	17949 63	
Convey, Inc.	X	38411				
CHS Consulting Inc. (dba CHS Consulting Group)	X	32117		X	11425 62	
Kalamuna			X			X
Dan Ragan						X
DCR Design LLC	X	43559				X
Rich Perkins			X			X
Eisen/Letunic	X	35388				X
FivePaths LLC			X			X
InkeDesign			X			X
Green Ideas LLC			X			X

Attachment B**Page 2 of 3**

Firm Name	DBE* Firm			SBE** Firm		
	Yes	If Yes, List #	No	Yes	If Yes, List #	No
Keilani Tom Design Associates	X	9846				X
Kimiko Chan Design			X	X	20053 30	
Kimley-Horn and Associates, Inc.			X			X
Faith Group LLC	X	34762				X
Keilani Tom Design Associates	X	9846				X
SkyDesign			X			X
lowercase productions LLC			X	X	20007 40	
Applied Wayfinding			X			X
Barbary Coast Consultants			X	X	18028 82	
TransSIGHT	X	42484		X	20046 82	
Moore Iacofano Goltsman, Inc. (dba MIG, Inc.)			X			X
Urban Insight			X			X
Matthew Michael Myers (dba MmM Design)			X			X
Urban Field Studio	X	42566				X
Rick Kos GIS			X			X
Monroy & Cover Design			X			X
OneWorld Communications, Inc.	X	43145		X	18824	X
Swirl, Inc. (dba Sidecar)			X			X
Steer Davies & Gleave Inc.			X			X
T-Kartor USA			X			X
Studio Percolate Design and Photography LLC			X	X	17838 02	
Circlepoint			X		40528	X

Attachment B**Page 3 of 3**

Firm Name	DBE* Firm			SBE** Firm		
	Yes	If Yes, List #	No	Yes	If Yes, List #	No
The Glue, LLC	X	42867		X	20045 28	
Trillium Solutions, Inc.			X			X
BlinkTag			X			X
Transit Marketing			X			X
THINK Graphic Design			X			X
Miles Access Skills Training			X			X

*Denotes certification by the California Unified Certification Program (CUCP).

**Denotes certification by the State of California.

REQUEST FOR COMMITTEE APPROVAL
Summary of Proposed Consultant Bench

Work Item No.: 1112

Contractors: See Attachment A

Work Project Title: On-Call Design Services (Digital, Print, Website, Mapping, and Wayfinding)

Purpose of Project: To provide print, digital, web, mapping and wayfinding services.

Brief Scope of Work: Provide design services in the following service categories: a) Print Design; b) Digital Design; d) Website Design and Development; d) Mapping Design; and e) Wayfinding Design Services.

Project Cost Not to Exceed: Individual contracts to be determined; the estimated total budget for the contracts has not been determined at this time.

Funding Source: TDA, other sources to be determined.

Fiscal Impact: No immediate fiscal impact until contracts are awarded.

Motion by Committee: That the consultants listed in Attachment A to the Deputy Executive Director's Memorandum dated June 7, 2017 be pre-qualified to enter into contracts with MTC to provide on-call design services on an as-needed basis through June 30, 2020, as described above and in the Deputy Executive Director's memorandum dated June 7, 2017, subject to applicable contract approval procedures and necessary budget approvals, with an option on the part of MTC to extend the bench for up to three years through June 30, 2023.

Administration Committee:

Federal Glover, Chair

Approved:

Date: June 14, 2017

REQUEST FOR COMMITTEE APPROVAL
Summary of Proposed Contract

Work Item No.:	1112
Contractor:	City ID Ltd
Work Project Title:	Regional Transit Mapping Project and Urban Wayfinding Project
Purpose of Project:	Development of an integrated Regional Transit Map and Wayfinding system.
Brief Scope of Work:	Develop standards and a prototype for the Regional Transit Mapping Project and for an associated wayfinding system.
Project Cost Not to Exceed:	\$270,000
Funding Source:	Regional Measure 2 Marketing funds
Fiscal Impact:	\$270,000 is subject to approval of MTC's FY 2017-18 budget.
Motion by Committee:	That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with City ID Ltd for the development of standards and a prototype for the Regional Transit Mapping Project and Urban Wayfinding Project as described above and in the Deputy Executive Director's memorandum dated June 7, 2017, and the Chief Financial Officer is directed to set aside funds in the amount of \$270,000 for such contract, subject to approval of the FY 2017-18 agency budget.
Administration Committee:	<hr/> Federal Glove, Chair
Approved:	Date: June 14, 2017



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 17-2696 **Version:** 1 **Name:**

Type: Contract **Status:** Consent

File created: 6/7/2017 **In control:** Administration Committee

On agenda: 6/14/2017 **Final action:**

Title: Purchase Order Amendment: Protiviti Government Services (\$215,000)

Sponsors:

Indexes:

Code sections:

Attachments: [2f_Purchase_Order_Amendment_Protiviti.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

Purchase Order Amendment: Protiviti Government Services (\$215,000)

Presenter:

Nick Roethel

Recommended Action:

Committee Approval



METROPOLITAN
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COMMISSION

Bay Area Metro Center
375 Beale Street
San Francisco, CA 94105
TEL 415.778.6700
WEB www.mtc.ca.gov

Memorandum

TO: Administration Committee

DATE: June 7, 2017

FR: Executive Director

W.I.: 1161

RE: Purchase Order Amendment: Protiviti Government Services (\$215,000)

This memorandum requests Committee approval of a purchase order amendment in the amount of \$30,000 with Protiviti Government Services, bringing the total amount of the purchase order not to exceed \$215,000 to provide technical support for deploying our Microsoft Office 365/SharePoint Online platform through the remainder of this fiscal year.

Background

MTC executed a purchase order with Protiviti in the amount of \$185,000 for Fiscal Year 2016-17 to provide technical services to deploy Microsoft SharePoint Online Intranet and team collaboration web sites, and provide ongoing support and training to MTC staff using those sites. The purchase order was executed based on the reduced hourly rate negotiated under a federal General Services Administration (GSA) schedule.

Based on the Commission's action last month regarding the ABAG staff consolidation, additional work has been needed to configure the SharePoint Intranet sites to accommodate the paperless onboarding of new staff by July 1. This has accelerated the drawdown of that purchase order to the extent that completion of that work, along with continued support and training needs for the rest of MTC staff's SharePoint sites, cannot be accomplished within the current purchase order limit.

Recommendations

Staff recommends that this Committee authorize the Executive Director or his designee to increase the existing purchase order with Protiviti by \$30,000, under the same GSA terms, for a total purchase order amount not to exceed \$215,000 to provide continuing technical support for SharePoint Online deployment.


 Steve Heminger

SH:nr

Attachments

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Purchase Order Amendment

Work Item No.:	1161
Consultants:	Protiviti Government Services Alexandria, VA
Project Title:	Office 365/SharePoint Online Deployment Support
Purpose of Project:	Provide technical support and training for deploying SharePoint Online Intranet and team collaboration web sites for MTC staff
Brief Scope of Work:	Develop and configure SharePoint Online web sites, provide training to staff in using those sites, and provide on-going technical support and troubleshooting services as needed for the most effective use of those sites. Respond to existing and emerging demands for new or refined sites, including those in preparation for the ABAG staff consolidation.
Project Cost Not to Exceed:	Amount of this amendment: \$30,000 Amount of Existing Purchase Order: \$185,000 New Purchase Order Total: \$215,000
Funding Source:	TDA
Fiscal Impact:	Funds are available in FY 2016-17 budget
Motion by Committee:	That the Executive Director or his designee is authorized to issue a purchase order amendment to Protiviti Government Services in an amount not to exceed \$215,000, as described above and in the Executive Director's memorandum dated June 7, 2017, and the Chief Financial Officer is directed to set aside sufficient funds for such purchase order amendment.
Administration Committee:	<hr/> Federal D. Glover, Chair
Approved:	Date: June 14, 2017



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 17-2611 **Version:** 1 **Name:**
Type: Contract **Status:** Committee Approval
File created: 5/12/2017 **In control:** Administration Committee
On agenda: 6/14/2017 **Final action:**
Title: Contract - A Resilient Transportation System for Safe and Sustainable Communities: AECOM Technical Services, Inc. (\$415,000)

A request to enter into a contract with AECOM Technical Services, Inc. to perform activities for the Caltrans "A Resilient Transportation System for Safe and Sustainable Communities" planning grant.

Sponsors:

Indexes:

Code sections:

Attachments: [3a Contract Resilient Transp System.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

Contract - A Resilient Transportation System for Safe and Sustainable Communities: AECOM Technical Services, Inc. (\$415,000)

A request to enter into a contract with AECOM Technical Services, Inc. to perform activities for the Caltrans "A Resilient Transportation System for Safe and Sustainable Communities" planning grant.

Presenter:

Allison Brooks

Recommended Action:

Committee Approval



METROPOLITAN
TRANSPORTATION
COMMISSION

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Memorandum

TO: Administration Committee DATE: June 7, 2017
FR: Executive Director WI: 1126
RE: Contract – A Resilient Transportation System for Safe and Sustainable Communities:
AECOM Technical Services, Inc. (\$415,000)

This memorandum requests Committee approval to enter into a contract with AECOM Technical Services, Inc. (AECOM) in an amount not to exceed \$415,000 over a period ending August 31, 2019, utilizing a California Department of Transportation (Caltrans) transportation planning grant entitled *A Resilient Transportation System for Safe and Sustainable Communities*. AECOM will work closely with the Project Management Team (PMT) to conduct the regional vulnerability assessment of the regional transportation network, priority development areas (PDAs), priority conservation areas (PCAs) and vulnerable and disadvantaged communities, helping to move the region towards solutions and a process for implementing solutions to make our communities and assets more resilient to flooding, sea level rise and other related hazards.

Background

The nine-county Bay Area is made up of a range of diverse communities, economic centers, and transportation and other major infrastructure located along the shoreline that are highly vulnerable to current fluvial and coastal flooding and the threat of increased flooding due to sea level rise.

Through an inclusive approach involving key agencies and critical community stakeholders, this project will deliver a regional vulnerability assessment of, and adaptation strategies for, the Bay Area's transportation infrastructure, PDAs as identified in the Plan Bay Area Sustainable Communities Strategy, and Communities of Concern as defined by the Metropolitan Transportation Commission.

Pursuant to this contract, AECOM will coordinate with the PMT comprising staff from MTC, the Bay Conservation and Development Commission (BCDC), the Bay Area Regional Collaborative (BARC), and Caltrans District 4, to develop the overall advisory and management structure for the project. AECOM will work closely with the PMT, BCDC staff, and local and regional stakeholders on the following key activities:

- Conduct research and include geographic areas and communities that have been under-represented to date due to constrained resources;

- Develop a regional assessment framework for both current project and future updates that can be used to prioritize potential actions to reduce risks;
- Design feasible yet creative and innovative adaptation strategies that will reduce risks while creating community and regional benefits; and
- Identify new or existing funding sources that can be deployed to support local and regional adaptation strategies.

Consultant Selection Process

In March 2017, MTC released a Request for Qualifications (RFQ) to assist with tasks related to the Caltrans Regional Planning Grant: *A Resilient Transportation System for Safe and Sustainable Communities* to approximately 3,000 firms in MTC's vendor database, including approximately 1,000 disadvantaged business enterprise-certified firms. The RFQ solicited firms with expertise and experience tackling the impacts of climate change on transportation systems, urbanized areas, natural systems and disadvantaged and vulnerable populations, including experience implementing strategies needed to address these impacts. In May, MTC received three proposals in response to the RFQ, all of which were assessed to meet the minimum qualifications and submittal requirements. A four-member evaluation panel comprising staff from MTC, BCDC, BARC, and Caltrans District 4, conducted in-depth interviews with each of the three consultant teams. The evaluation panel is recommending an award to AECOM based on its experience delivering complex climate change projects, particularly its familiarity with conducting assessments and developing solutions along the Bay shoreline.

Attachment A includes a summary of the selected firm's and its project teams' small business and disadvantaged business enterprise status.

Recommendation

Staff recommends that this Committee authorize the Executive Director or his designee to negotiate and enter into a contract with AECOM to carry out tasks outlined in the RFQ in an amount not to exceed \$415,000 for a period ending August 31, 2019.



Steve Heminger

SH:si

Attachments

Attachment A

	Firm Name	Role on Project	DBE* Firm			SBE** Firm		
			Yes	If Yes, List #	No	Yes	If Yes, List #	No
Prime Contractor	AECOM Technical Services, Inc.	Project Lead			X			X
Subcontractors	Silverstrum Climate Associates, LLC.	Working Group and Public Engagement; Strategic Advisory; Modeling			X			X
	Cambridge Systematics, Inc.	Transportation Planning; Regional Assessment Framework			X			X
	Four Twenty Seven, Inc.	Community Indicators			X			X
	CirclePoint	Working Group and Public Engagement			X	X	40528	
	Anchor QEA, LLC	Mapping			X			X

*Denotes certification by the California Unified Certification Program (CUCP).

**Denotes certification by the State of California.

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Consultant Contract

Work Item No.:	1126
Consultant:	AECOM Technical Services, Inc. (AECOM) San Francisco, CA
Work Project Title:	A Resilient Transportation System for Safe and Sustainable Communities
Purpose of Project:	To provide technical and planning support for completing work in connection with the Caltrans “A Resilient Transportation System for Safe and Sustainable Communities” planning grant.
Brief Scope of Work:	AECOM will support the development of technical products including creating innovative and implementable adaptation strategies, as well as develop the approach for communicating technical work to various audiences.
Project Cost Not to Exceed:	\$415,000
Funding Source:	Caltrans transportation planning grant funds (FTA Section 5304 federal general planning funds): \$276,667; matching funds provided by BATA: \$138,333
Fiscal Impact:	Funding in the amount of \$415,000 is included in the 2016-2017 MTC budget
Motion by Committee:	That the Executive Director or his designee is authorized to enter into a contract with AECOM as described above and in the Executive Director’s June 7, 2017 memorandum, and that the Chief Financial Officer is directed to set aside funds in the amount of \$415,000 for such contract.
Administration Committee:	<hr/> Federal D. Glover, Chair
Approved:	Date: June 14, 2017



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 17-2655 **Version:** 1 **Name:**
Type: Resolution **Status:** Commission Approval
File created: 5/22/2017 **In control:** Administration Committee
On agenda: 6/14/2017 **Final action:**
Title: MTC Resolution No. 4280 - FY 2017-18 MTC Agency Budget

A request to refer FY 2017-18 MTC Agency Budget, MTC Resolution No. 4280 to the Commission for approval.

Sponsors:

Indexes:

Code sections:

Attachments: [3b_Reso-4280_FY18_Agency_Budget.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

MTC Resolution No. 4280 - FY 2017-18 MTC Agency Budget

A request to refer FY 2017-18 MTC Agency Budget, MTC Resolution No. 4280 to the Commission for approval.

Presenter:

Brian Mayhew

Recommended Action:

Commission Approval



METROPOLITAN
TRANSPORTATION
COMMISSION

Bay Area Metro Center
375 Beale Street
San Francisco, CA 94105
TEL 415.778.6700
WEB www.mtc.ca.gov

Memorandum

TO: Administration Committee

DATE: June 7, 2017

FR: Deputy Executive Director, Operations

W. I. 1152

RE: MTC Resolution No. 4280 – MTC FY 2017-18 Agency Budget

Staff requests that the Committee forward MTC Resolution No. 4280, the MTC FY 2017-18 agency budget, to the Commission for approval. The recommended budget is attached to the Resolution Attachment A.

We are recommending a total operating budget of \$54.9 million with operating revenue and transfers of \$54.1 million and a projected deficit of approximately \$770,000.

We are proposing a total of 291 positions, which includes 61 new positions from the ABAG staff consolidation and a reduction of the BAHA director position and one MTC planning position. This recommendation fully incorporates the contract for services (CS) for the MTC/ABAG staff consolidation signed on May 30, 2017. Offer letters have already gone out to the ABAG staff as provided in the CS. Based on a June 16 reply deadline, we expect all of the transitioned employees to be incorporated into the MTC Payroll system by July 1, with the first processed payroll for July 14, 2017.

Total MTC Staff positions	
FY 2016-17	232
Deleted	
BAHA Director	-1
Planning Vacant Position	-1
Subtotal Deleted	-2
Added - ABAG	
Planners	21
Public Info	3
Admin/Finance/Technology	14
Estuary	13
PLAN & SHARP	6
FAN	1
POWER	3
Subtotal Added	61
Total MTC Staff positions	
FY 2017-18	291

The difference between the final proposed budget and the May draft budget is mainly attributable to a correction of ABAG staffing from 60 to 61, changes to some proposed consulting work, as well as other corrections to staff charges.

MTC FY 2017-18 Operating Budget

There are several components to the MTC operating budget. The components are:

- General Operations – Administration for all MTC, SAFE, BATA and ABAG Funds.
- Planning – MTC planning operations mainly funded through an annual allocation of federal planning funds.
- Grants – MTC projects funded through various federal and State grants which are budgeted for the life of the project (Attachment B).
- Clipper® – A separately funded enterprise to operate the Clipper® program (Attachment C).
- ABAG – Services provided to ABAG and its grant and enterprise services through a contract for services.

The overall operating costs are adopted on an annual basis. Grant and project funded operations are for the life of the project or until the grant expires.

Revenue

Total operating revenue of \$54 million in the proposed budget is an 11% increase from the FY 2016-17 budget, as shown in Table 1.

Table 1

	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Budget	FY 2017-18 Budget
TDA (Sales tax)	\$12,373,863	\$12,812,330	\$12,500,000	\$13,250,000
Interest/Other	546,679	606,081	520,000	530,000
Planning grants	10,803,679	9,841,225	13,396,270	11,352,714
Transfers	12,194,429	14,895,515	18,238,661	24,201,672
State & Local Funding	<u>3,567,852</u>	<u>6,135,367</u>	<u>4,103,345</u>	<u>4,780,294</u>
Total Operating Revenue	<u>\$39,486,502</u>	<u>\$44,290,518</u>	<u>\$48,758,276</u>	<u>\$54,114,680</u>

Highlights of the proposed MTC revenue:

- TDA (Sales Tax) – Up \$750,000 (6%).
- Federal Planning Grants – Down \$2 million mainly due to a large Sustainable Sea Level Rise planning grant that was awarded in FY 2016-17.
- Transfers – Up \$5.9 million due to funds and grants from ABAG and other MTC programs to cover the staff consolidation.
 - ABAG grants: \$1 million
 - Bay Trail funds: \$0.7 million
 - Coastal Conservancy grants: \$1.2 million
 - ABAG Membership dues net of contribution to unfunded pension liability: \$0.8 million
 - Transfer from other programs to cover indirect cost: \$2.2 million
- State and Local funding – Up \$700,000 mainly due to the contribution of multiple cities to fund the Bay Area Forward project.

Operating Expenses

The proposed operating budget shows a 15% increase in total operating expenses, mainly as a result of an increase in staffing and other operating costs (Table 2).

Table 2

	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18
	Actual	Actual	Budget	Budget
Salaries/ Benefits	\$18,798,762	\$19,632,581	\$23,060,134	\$28,912,724
Temporaries	2,930,237	2,897,140	191,607	220,157
Other Expenses	<u>2,591,609</u>	<u>3,235,955</u>	<u>4,864,224</u>	<u>7,782,025</u>
Ops Subtotal	24,320,608	25,765,676	28,115,965	36,914,906
Contractual	12,625,562	14,677,811	20,340,531	17,965,506
Transfer Out	38,459	154,232	0	0
Total Operating Expense	<u>\$36,984,629</u>	<u>\$40,597,719</u>	<u>\$48,456,496</u>	<u>\$54,880,412</u>

Staff Salaries and Benefits

Total regular staff salaries and benefits will increase by approximately \$5.9 million (25%). \$5.6 million of the increase is due to the inclusion of 38 ABAG employees in the MTC general fund budget. The remaining 23 ABAG staff are budgeted as part of the Enterprise units (e.g. Estuary, PLAN & SHARP). The proposed staff consolidation includes:

- 21 Planner employees - \$3.3 million in operating funds and \$0.8 million grant funded.
- 3 Legislation and Public Affairs employees - \$0.5 million

- 14 Finance, Technology and Administrative Services employees - \$1.8 million.

Other Expenses

Other Expenses increased by \$2.9 million:

- \$1.6 million increase in general operations due to ABAG staff consolidation.
- \$200,000 increase in travel and printing due to ABAG staff consolidation.
- \$1.1 million increase in computer services. Of that, \$342,000 is related to the ABAG staff consolidation and \$758,000 is due to software licenses, hosted services and computer hardware.

Multi-Year Federal Grants

Approximately \$155 million in new STP grants and \$106 million in new CMAQ grants for multiple programs will be added in FY 2017-18 bringing the total grant program under management to \$317 million. Grants are budgeted on a life-to-date basis and as such only the new funding is subject to the annual budget approval process. The life-to-date budget for the multi-year federal grants is included in Attachment B.

Capital Projects

Capital projects are also budgeted on a life-to-date basis. The proposed FY 2017-18 budget includes capital expenditures of \$200,000 for improved records management. The Hub Signage capital budget will increase by \$1.1 million to reflect the work related to the Real Time Sign Enhancement.

Clipper[®]

Clipper[®] is an Enterprise Fund operated by MTC. The Clipper[®] operating and capital budgets for FY 2017-18 are shown in Attachment C. However, as an enterprise, Clipper[®]'s revenues and expenses do not flow through MTC.

The Clipper[®] operating expenses are projected to be \$32.4 million:

- \$28.2 million for Clipper[®] operations
- \$1.4 million for staff costs
- \$2.8 million for customer outreach/education

Total life-to-date Clipper[®] capital program budget of \$267 million will increase by \$2.5 million in FY 2017-18.

MTC/ABAG Staff Consolidation – Financial Consequences

As previously shared with the Commission as part of the financial due diligence, the MTC/ABAG staff consolidation is not without financial consequences for MTC. Table 3 on the following page summarizes the FY2017-18 budget impact. The financial result of the MTC budget before including the ABAG costs was a small net surplus of roughly \$225,000. After including the full ABAG consolidation staff costs, the budget shows a deficit of just under \$770,000 - a swing of nearly \$1 million. It is important to note that the deficit would have been closer to \$2.4 million if

not for two important mitigations: 1) the savings associated with management redundancies (\$0.6 million) and 2) the transfer of toll funding to cover the overhead costs for the San Francisco Estuary Program (\$1.1 million).

Table 3

	MTC	ABAG	Total
Revenues			
TDA (Sales tax)	\$ 11,950,000	\$ 1,300,000	\$ 13,250,000
Interest/Other	530,000	0	530,000
Planning grants	9,980,033	1,372,716	11,352,749
Transfers	17,905,925	5,854,947	23,760,872
State & Local Funding	4,980,850	0	4,980,850
Total Operating Revenue	\$ 45,346,809	\$ 8,527,663	\$ 53,874,472
Expenses			
Salaries/ Benefits	\$ 23,509,719	\$ 5,632,953	\$ 29,142,672
Other Expenses	5,964,531	1,817,495	7,782,026
Ops Subtotal	29,474,250	7,450,448	36,924,698
Contractual	15,647,340	2,068,166	17,715,506
Total Operating Expense	\$ 45,121,590	\$ 9,518,614	\$ 54,640,204
Surplus/Deficit	\$ 225,219	\$ (990,951)	\$ (765,732)

Budget Uncertainties

The FY 2017-18 budget makes assumptions about two issues of uncertainty that are atypical of past MTC budgets. The first has been the source of much discussion – the long-term financial effects on MTC and ABAG of the implementation of MTC Resolution 4210, which would integrate the ABAG staff within MTC. The second issue is the long-term effects of the CalPERS rate adjustments. A bit more detail is provided below on these topics.

- *MTC/ABAG Future Relationship:* With the signing of the ABAG CS, Resolution 4210 is fully established. There is still remaining longer-term uncertainty about the financial effects of the ABAG staff consolidation. As MTC begins its post consolidation operations, it will have to obtain a new actuary report, new CalPERS information for the additional new employees, and review the current and future grant and contract agreements. This could result in changes to the retirement and OPEB liability for the consolidated staff structure under MTC.
- *CALPERS Retirement Rates:* The second uncertainty lies with the future of CalPERS retirement rates. Agencies have been provided information on the impact of lowering the discount rate from 7.5% to 7.0% over a three-year period effective July 1, 2018. After the three-year ramp-up, MTC's normal costs will increase by up to 3% annually and the unfunded actuarial liability would go up 3%, 3%, and 9% during the three-year ramp-up. After three years, the unfunded actuarial liability will go up by 5% annually. There is no

guarantee that there will not be other rate increases from CalPERS due to further discount rate lowering or other risks due to other economic or budget conditions.

Reserve Balances

Reserves offer support for times of fiscal distress, as well as the ability to fund one-time costs that would otherwise distort budget management. The unrestricted reserve is projected to be \$8.5 million at the end of FY 2017-18. The most significant recent increase in the restricted balance is \$18.5 million to reflect the agency's net pension liability as required by GASB 68 starting in FY 2014-15.


The reserve is important to MTC particularly because the \$51 million in active grants and the \$32 million in Clipper® costs are all managed on a reimbursement basis. Without the cash flow capacity provided by the reserve, MTC could not deliver projects on the basis of budgetary priority. MTC's current and projected reserve position is shown in Table 4 below.

Table 4

	Actual FY 2015-16	Budget FY 2016-17	Budget FY 2017-18
Benefits Reserve	\$1,468,652	\$3,000,000	\$3,000,000
Liability Reserve	964,580	500,000	300,000
Capital Asset	0	0	200,000
Compensated Leave	4,842,422	4,700,000	4,900,000
Encumbrances	4,885,700	3,500,000	4,000,000
Net Pension Liability	18,286,012	18,389,832	18,500,000
MTC/ABAG Integration	0	1,000,000	0
STA Reserve	158,050	1,500,000	500,000
Total Restricted	\$30,605,416	\$32,589,832	\$31,400,000
Unrestricted Balance	\$9,764,379	\$8,081,743	\$8,505,844
Total Reserves	\$40,369,795	\$40,671,575	\$39,905,844

Recommendation:

MTC staff recommends that this Committee forward Resolution No. 4280, MTC's FY 2017-18 operating and capital budget, to the Commission for approval.



Andrew B. Fremier

SH:se
Attachments

Date: June 28, 2017
W.I.: 1152
Referred By: Administration

ABSTRACT

Resolution No. 4280

This resolution approves the Agency Budget for FY 2017-18.

Further discussion of the agency budget is contained in the MTC Deputy Executive Director's memoranda to the Administration Committee dated June 7, 2017. A budget is attached as Attachments A, B and C.

Date: June 28, 2017
W.I.: 1152
Referred By: Administration

Re: Metropolitan Transportation Commission's Agency Budget for FY 2017-18

METROPOLITAN TRANSPORTATION COMMISSION
RESOLUTION NO. 4280

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

WHEREAS, on April 26, 2017 the Commission approved MTC's Overall Work Program (OWP) for Fiscal Year 2017-18 with the adoption of MTC Resolution No. 4277; and

WHEREAS, the OWP identifies MTC's unified work program for FY 2017-18; and

WHEREAS, the final draft MTC Agency Budget for FY 2017-18 as reviewed and recommended by the Administration Committee is consistent with the OWP as adopted pursuant to MTC Resolution No. 4277; now, therefore, be it

RESOLVED, that MTC's Agency Budget for FY 2017-18, prepared in accordance with generally accepted accounting principles and modified accrual, attached hereto as Attachment A, and incorporated herein as though set forth at length, is approved; and, be it further

RESOLVED, that MTC delegates to its Administration or Operations Committees the authority to approve all contracts and expenditures in MTC's Agency Budget for FY 2017-18, providing that there shall be no increase in the overall budget without prior approval of the Commission; and, be it further

RESOLVED, that MTC's Executive Director, or the responsible MTC staff person designated by the Executive Director, shall submit written requests to the Administration or Operations Committees for approval of consultants, professional services, and expenditures authorized in the MTC Agency Budget for FY 2017-18; and, be it further

RESOLVED, that MTC's Executive Director and the Chief Financial Officer are authorized to carry over and re-budget all grants, contracts and funds properly budgeted in the prior year for which expenditures were budgeted and encumbered and which will take place in FY 2017-18; and, be it further

RESOLVED, that the Commission authorizes the use of funds from the general fund for cash flow purposes, as an advance on authorized expenditures until the expenditures have been reimbursed; and, be it further

RESOLVED, that the Commission authorizes the designation of certain reserves for FY 2017-18 as follows: Benefits, Liability, Compensated Leave, Encumbrances, Building, Unfunded Pension Obligation and Fixed Asset Replacement. The Chief Financial Officer is authorized to set aside \$200,000 for computer capital as well as set aside \$300,000 from the Liability Reserve. The Chief Financial Officer is authorized to utilize the funds in the Benefits Reserve to meet any obligations resulting from the requirements of or changes in the employee labor agreements. No additional expenditures shall be authorized from any designated reserves authorized by MTC's Agency Budget for FY 2017-18 without prior authorization of the Administration Committee; and, be it further

RESOLVED, that the total of full time regular and project employees is established at 291 and will not be increased without approved increase to the appropriate FY 2017-18 budget and that the Executive Director or Designee is authorized to manage all contract, hourly or agency employees within the authorized FY 2017-18 budgets; and, be it further

RESOLVED, that MTC's Executive Director, or the responsible MTC staff person designated by the Executive Director, shall furnish the Administration Committee with a monthly financial report to reflect budgeted and actual income, expenditures, obligations for professional and consultant services and such other information and data as may be requested by the Administration Committee.

METROPOLITAN TRANSPORTATION COMMISSION

Jake Mackenzie, Chair

The above resolution was entered into by
the Metropolitan Transportation Commission
at a regular meeting of the Commission
held in San Francisco, California on June 28, 2017.

Date: June 28, 2017
W.I.: 1152
Referred by: Administration

Attachments A, B, C
Resolution No. 4280

METROPOLITAN TRANSPORTATION COMMISSION

AGENCY BUDGET

FY 2017-18

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METROPOLITAN TRANSPORTATION COMMISSION

BUDGET FY 2017-18

Attachment A

SUMMARY

PART 1: OPERATING REVENUE-EXPENSE SUMMARY

	Amended BUDGET FY 2016-17	Original BUDGET FY 2017-18	Change % Inc./Dec)	Change \$ Inc./Dec)
General Planning Revenue	\$25,896,270	\$24,602,714	-5%	(\$1,293,556)
Other MTC Revenue	1,207,933	1,187,708	-2%	(20,225)
Transfers from other Funds	18,238,661	24,201,672	33%	5,963,011
Local Revenue Grants	3,415,412	4,122,586	21%	707,174
Total Operating Revenue	\$48,758,277	\$54,114,680	11%	\$5,356,404
Total Operating Expense	\$47,856,495	\$54,880,412	15%	\$7,023,917
Operating Surplus (Shortfall)	\$901,782	(\$765,732)	-185%	(\$1,667,514)
Total Operating Revenue - Prior Year	\$8,975,132	\$0	0%	(\$8,975,132)
Total Operating Expense - Prior Year	\$8,975,132	\$0	0%	(\$8,975,132)
Operating Surplus (Shortfall)- Prior year	\$0	\$0	0%	\$0
Total Operating Surplus (Shortfall)	\$901,782	(\$765,732)	-185%	(\$1,667,514)

PART2: CAPITAL PROJECTS REVENUE-EXPENSE SUMMARY

Total Annual Capital Revenue	\$0	\$1,610,579	0%	\$1,610,579
Total Annual Capital Expense	\$600,000	\$1,610,579	168%	\$1,010,579
Capital Surplus(Shortfall)	(\$600,000)	\$0	0%	\$600,000
TOTAL FISCAL YEAR SURPLUS (SHORTFALL)	\$301,782	(\$765,732)	-354%	(\$1,067,514)

PART3: CHANGES IN RESERVES

Transfer To Designated Reserve	\$0	\$0		
Net MTC Reserves - in(out)	\$301,782	(\$765,732)	-354%	(\$1,067,514)
Current Year Ending Balance	\$0	\$0		

REVENUE DETAIL

	Amended BUDGET FY 2016-17	Original BUDGET FY 2017-18	Change % Inc./Dec)	Change \$ Inc./Dec)
General Planning Revenue				
FTA Section 5303	\$3,367,898	\$3,367,898	0%	\$0
FTA 5303 carryover FY'16	974,911	0	-100%	(974,911)
FTA 5304	708,000	89,377	-87%	(618,623)
Sustainable Transportation Planning Grant	150,000	0	-100%	(150,000)
FHWA SP&R	300,000	0	-100%	(300,000)
FHWA 1/2 % PL	7,895,439	7,895,439	0%	0
FHWA PL carryover FY'16	22	0	-100%	(22)
TDA (Planning/Administrative)	12,500,000	13,250,000	6%	750,000
Subtotal: General Planning Revenue	\$25,896,270	\$24,602,714	-5%	(\$1,293,556)
Other MTC Revenue				
STIP-PPM	\$687,933	657,708	-4%	(\$30,225)
HOV lane fines	500,000	500,000	0%	0
Interest	20,000	30,000	50%	10,000
Subtotal: MTC Other Revenue	\$1,207,933	\$1,187,708	-2%	(\$20,225)
Operating Transfers				
BATA 1%	\$7,297,531	\$7,494,251	3%	\$196,720
Transfer BATA RM2	1,230,000	615,000	-50%	(615,000)
BATA Reimbursements (Audit/misc. contracts)	862,550	819,074	-5%	(43,476)
RAFC Management Services	74,640	0	-100%	(74,640)
Service Authority Freeways Expressways (SAFE)	879,396	1,636,516	86%	757,119
STA Transfer	2,922,602	2,042,529	-30%	(880,073)
2% Transit Transfers	415,070	408,000	-2%	(7,070)
Coastal Conserv. grants	0	1,172,376	N/A	1,172,376
Bay Trail funds from MTC 5% and 2% Bridge Tolls	0	723,000	N/A	723,000
Other ABAG grants	0	983,029	N/A	983,029
STP Grant Funded - Overhead	0	386,975	N/A	386,975
BATA Operating for SFEP - Overhead	0	1,106,480	N/A	1,106,480
ABAG Other Programs - Overhead	0	1,132,794	N/A	1,132,794
Transfer in - Net of Membership Dues	0	782,401	N/A	782,401
Express Lanes - Overhead	617,063	456,837	-26%	(160,226)
MTC Grant Funded - Overhead	1,947,116	2,495,033	28%	547,917
Capital Programs - Overhead	1,992,693	1,947,377	-2%	(45,316)
Subtotal: Transfers from other funds	\$18,238,661	\$24,201,672	33%	\$5,963,011
MTC Total Planning Revenue	\$45,342,864	\$49,992,094	10%	\$4,649,230
Local Revenue Grants				
Misc. Revenue (PMP Sales)	\$1,465,000	\$1,400,000	-4%	(\$65,000)
ACTC	8,849	0	-100%	(8,849)
MPO	90,000	0	-100%	(90,000)
TFCA (Regional Rideshare), Spare the Air.	1,000,000	870,000	-13%	(130,000)
SCAG/SACOG/SANDAG	185,250	0	-100%	(185,250)
BAAQMD	308,749	223,005	-28%	(85,744)
Cities	357,564	1,629,581	356%	1,272,017
Subtotal: Local Revenue Grants	\$3,415,412	\$4,122,586	21%	\$707,174
Total Current Year Revenue	\$48,758,276	\$54,114,680	11%	\$5,356,404
MTC Prior Year Project Revenue				
Prior Year Project Revenue - Federal/State				
FTA 5303	1,904,520			
FHWA	685,870			
State Transit Assistance (STA)	408,672			
Subtotal:	\$2,999,061			
Prior Year Project Revenue - Local				
General Fund	3,027,933			
Transportation Funds for Clean Air (TFCA)	169,117			
Service Authority for Freeways/Expressways (SAFE)	1,449,834			
PTAP LM	143,953			
PPM	54,843			
RM2/BATA Reimb.	168,248			
SFMTA	504,585			
AB 664	0			
Local Cities/Agencies	419,759			
2% Transit	37,798			
Subtotal:	\$5,976,071			
Total Prior Year Project Revenue	\$8,975,132			

**EXPENSE SUMMMARY
BUDGET FY 2017-18**

	Amended BUDGET FY 2016-17	Original BUDGET FY 2017-18	Change % Inc./Dec)	Change \$ Inc./Dec)
Operating Expense				
I. Salaries and Benefits	\$23,251,741	\$29,132,880	25%	\$5,881,139
MTC Staff - Regular	\$23,060,134	\$23,279,771	1%	\$219,637
ABAG Staff - Regular	0	5,632,953	N/A	\$5,632,953
Temporary Staff	168,258	180,157	7%	11,899
Hourly /Interns	23,349	40,000	71%	16,651
II. Travel and Training	\$402,000	\$606,519	51%	\$204,519
III. Printing, Repro. & Graphics	\$134,100	\$134,100	0%	\$0
IV. Computer Services	\$1,404,500	\$2,504,807	78%	\$1,100,307
V. Commissioner Expense	\$70,000	\$150,000	114%	\$80,000
VI. Advisory Committees	\$15,000	\$15,000	0%	\$0
VII. General Operations	\$2,838,624	\$4,371,600	54%	\$1,532,976
Subtotal Staff Cost	\$28,115,965	\$36,914,906	31%	\$8,798,941
IX. Contractual Services	\$19,740,531	\$15,897,340	-19%	(\$3,843,191)
ABAG Consultants (PL/Bay Trail/LPA/Admin	\$0	\$2,068,166	N/A	\$2,068,166
Total consultants	\$19,740,531	\$17,965,506	-9%	(\$1,775,025)
Total Operating Expense	\$47,856,496	\$54,880,412	15%	\$7,023,916
IX. Contractual Services - Prior Year	\$8,975,132	\$0	0%	(\$8,975,132)

CAPITAL PROJECTS

	Amended BUDGET FY 2016-17	Original BUDGET FY 2017-18	Change % Inc./Dec)	Change \$ Inc./Dec)
Annual Transfer from Reserve to Capital & Legal	\$0	\$500,000	N/A	\$500,000
Legal reserve	\$0	\$300,000	N/A	\$300,000
Annual Capital Expense	\$600,000	\$200,000	-67%	(\$400,000)

	LTD Budget Thru FY 2016-17	Original BUDGET FY 2017-18	LTD Budget Thru FY 2017-18
Hub Signage Program			
Revenue			
Prop. 1B	\$9,856,450	\$0	\$9,856,450
RM2	362,000	0	362,000
Real Flap Sign - STA	1,633,045	1,110,579	2,743,624
	\$11,851,495	\$1,110,579	\$12,962,074

Expense			
Staff	\$1,351,745	\$90,579	\$1,442,324
Consultants	10,499,750	1,020,000	11,519,750
	\$11,851,495	\$1,110,579	\$12,962,074

CONTRACTUAL SERVICES DETAIL
New Contractual and Professional Services

Work Element	Description/Purpose	Amended BUDGET FY 2016-17	Original BUDGET FY 2017-18	Change \$ Inc./(Dec)
1111	Support Commission Standing Committees			
	Planning Programs - Other	\$100,000	\$150,000	\$50,000
	TOTAL	\$100,000	\$150,000	\$50,000
1112	Implement Public Information Program			
	LWV Monitor	\$25,000	\$25,000	\$0
	Photography services for MTC/BATA	60,000	60,000	0
	Design & Production Services	100,000	150,000	50,000
	On-call Facilitation and Outreach	35,000	35,000	0
	Digital Promotion & Analysis	20,000	25,000	5,000
	On call Video Services	25,000	25,000	0
	Climate Initiatives	25,000	25,000	0
	Awards Program	55,000	15,000	(40,000)
	MTC web integration/portal	100,000	200,000	100,000
	Hub Outreach and Promotion	0	25,000	25,000
	Public Records Management System	0	40,000	40,000
	Regional Transit Mapping Project	0	150,000	150,000
	Regional Urban Wayfinding Coordination and Guidelines	0	40,000	40,000
	TOTAL	\$445,000	\$815,000	\$370,000
1121	Plan Bay Area			
	Develop Public Involvement	\$170,000	\$100,000	(\$70,000)
	Action Plan Outreach/Special Events	0	50,000	50,000
	Economic Analysis	35,000	0	(35,000)
	Event Expenses	90,000	25,000	(65,000)
	CBO Outreach	50,000	25,000	(25,000)
	Public Opinion/Revenue Polls (2 total)	150,000	150,000	0
	Digital Tools/Visualization	40,000	0	(40,000)
	EIR Development	229,761	75,000	(154,761)
	CALCOG	30,000	0	(30,000)
	2021 RTP/SCS Performance/Strategy Integration	0	75,000	75,000
	Integrated Transportation and Health Impact Model Update	0	50,000	50,000
	TOTAL	\$794,761	\$550,000	(\$244,761)
1122	Analyze Regional Data using GIS and Travel Models			
	Travel Model Assistance	\$100,000	\$100,000	\$0
	Land use Model Research	150,000	150,000	0
	Travel Model Research	50,000	35,000	(15,000)
	Technical Support for Web Based Projects	100,000	100,000	0
	Consolidated household travel	1,094,458	250,250	(844,208)
	Regional Transit on Board	0	1,000,000	1,000,000
	Future Mobility Research Program	50,000	100,000	50,000
	TOTAL	\$1,544,458	\$1,735,250	\$190,792
1126	Resiliency (Sea Level Rise/Adaption) Planning			
	Sea Level/Adaption Planning	\$991,834	\$83,000	(\$908,834)
		\$991,834	\$83,000	(\$908,834)
1124	Regional Goods Movement Plan			
		\$450,000	\$0	(\$450,000)
	TOTAL	\$450,000	\$0	(\$450,000)
1125	Non-Motorized Transportation			
	Complete Streets Workshops	\$0	\$40,000	\$40,000
	Bike Share Program - Operating Expenses	\$284,000	\$75,000	(209,000)
		\$284,000	\$115,000	(\$169,000)
1132	Advocacy Coalitions			
	Legislative advocates - Sacramento	\$115,000	\$120,000	\$5,000
	Mineta Transportation Institute	200,000	100,000	(100,000)
	Legislative advocates - Washington D.C.	263,100	268,362	5,262
	TOTAL	\$578,100	\$488,362	(\$89,738)
1152	Agency Financial Management			
	Financial Audit	\$400,000	\$422,000	\$22,000
	OPEB Actuary	20,000	30,000	10,000
	Financial System Upgrade	5,000	5,000	0
	TOTAL	\$425,000	\$457,000	\$32,000
1153	Administrative Services			
	Organizational and Compensation	\$60,000	\$220,000	\$160,000
	Ergonomics	55,000	40,000	(15,000)
	Language Assistance Plan Review	0	50,000	50,000
	SBE Pilot Program	0	160,000	160,000
	Internship Program	205,000	256,000	51,000
	TOTAL	\$320,000	\$726,000	\$406,000

CONTRACTUAL SERVICES DETAIL

Work Element	Description/Purpose	Amended BUDGET FY 2016-17	Original BUDGET FY 2017-18	Change \$ Inc./(Dec)
1161	Information Technology Services			
	Data Security Improvements	\$55,000	\$75,000	\$20,000
	Web/DB Application Development/Integration	50,000	50,000	0
	Network Assistance	0	50,000	50,000
	Telephone System Migration	0	80,000	80,000
	File System Migration	0	50,000	50,000
	Mobile device mgmnt merging with ABAG	0	20,000	20,000
	Change training	0	50,000	50,000
	Enterprise data and process review	207,000	0	(207,000)
	Move Assistance/Project Management	27,500	40,000	12,500
	TOTAL	\$339,500	\$415,000	\$75,500
1212	Performance Measuring and Monitoring			
	Vital Signs Website Development	\$150,000	\$150,000	\$0
	Federal Performance Monitoring	0	50,000	50,000
	TOTAL	\$150,000	\$200,000	\$50,000
1222	Regional Rideshare Program			
	511 Ridesharing Program Operations	\$1,150,000	\$870,000	(\$280,000)
	511 Program Marketing	150,000	0	(150,000)
	TOTAL	\$1,300,000	\$870,000	(\$430,000)
1224	Regional Traveler Information			
	511 Traffic/Real Time Transit	\$995,000	\$250,000	(\$745,000)
	511 Web Services	250,000	0	(250,000)
	511 Transit system	650,000	60,000	(590,000)
	511 Communications	0	200,000	200,000
	511 ETC Removal	0	300,000	300,000
	TOTAL	\$1,895,000	\$810,000	(\$1,085,000)
1228	Regional Transportation Emergency Operation			
	Global Fone NI Government	\$25,000	\$0	(\$25,000)
	EOC Training & Support	75,000	0	(75,000)
	TOTAL	\$100,000	\$0	(\$100,000)
1229	Regional Transportation Emergency Planning			
	Ongoing Emergency Exercise Support	\$75,000	\$300,000	\$225,000
	Joint Operations at @ Beale Street	300,000	50,000	(250,000)
	Transit Service Contingency	667,000	1,000,000	333,000
	TOTAL	\$1,042,000	\$1,350,000	\$308,000
1233	Transportation Asset Management			
	Software Development and Maintenance	\$1,325,000	\$1,225,000	(\$100,000)
	Transit Capital Inventory	154,549	50,000	(104,549)
	Software Training Support	160,347	238,868	78,521
	TAM Plan Development and Performance	100,000	0	(100,000)
	PTAP Projects	239,299	194,331	(44,968)
	Quality Assurance Program	50,000	75,000	25,000
	TOTAL	\$2,029,195	\$1,783,199	(\$245,996)
1234	Arterial and Transit Performance			
	Program for Arterial System	\$118,265	\$150,000	31,735
	TOTAL	\$118,265	\$150,000	\$31,735
1235	Incident Management			
	I-880 ICM Device Maint.	\$100,000	\$100,000	\$0
	Incident Management Task Force	100,000	200,000	100,000
	Incident Analytics Module	0	350,000	350,000
	TOTAL	\$200,000	\$650,000	\$450,000
1237	Bay Area Forward			
	Bay Area Forward Implementation	\$0	\$1,100,000	\$1,100,000
	Transit Elements	0	10,000	10,000
	Performance Monitoring	50,000	0	(50,000)
	TOTAL	\$50,000	\$1,110,000	\$1,060,000
1311	Lifeline Planning			
	Disabled Persons Data Collection	\$269,013	\$50,000	(\$219,013)
	Lifeline Cycle 3	747,589	0	(747,589)
	Mobility Management Implementation Technical Assist.	0	50,000	50,000
	Means Based Fare Program	0	872,529	872,529
	Non Emergency Medical Trip Reimbursement Sys.	60,000	50,000	(10,000)
	TOTAL	\$1,076,602	\$1,022,529	(\$54,073)

CONTRACTUAL SERVICES DETAIL

Work Element	Description/Purpose	Amended BUDGET FY 2016-17	Original BUDGET FY 2017-18	Change \$ Inc./Dec)
1413	Climate Initiative			
	EV Strategic Council	\$35,000	\$35,000	\$0
	TOTAL	\$35,000	\$35,000	\$0
1514	Regional Assistance Programs			
	TDA Claims/Fund Estimate on line Migration and Reporting	\$25,000	\$25,000	\$0
	Performance audits - TDA audit & RM2 Oversight	193,000	193,000	0
	TOTAL	\$218,000	\$218,000	\$0
1515	Regional Assistance Programs			
	FMS Developer	\$187,200	\$200,000	\$12,800
	FMS User Interface Upgrade	127,733	0	(127,733)
	TOTAL	\$314,933	\$200,000	(\$114,933)
1517	Transit Sustainability			
	Transit Sustainability Planning	\$601,224	\$408,000	(\$193,224)
	Transit Core Capacity Phase 2 Planning/Implementation	0	200,000	200,000
	SRTP	540,000	300,000	(240,000)
	TOTAL	\$1,141,224	\$908,000	(\$233,224)
1519	Core Capacity Transit			
	Core Capacity Transit study	\$50,000	\$0	(\$50,000)
	TOTAL	\$50,000	\$0	(\$50,000)
1611	Transportation and Land Use Coordination			
	ABAG - FHWA/FTA5303	\$1,372,716	\$0	(\$1,372,716)
	ABAG - TDA	1,300,000	0	(1,300,000)
	Rail Volution	0	50,000	50,000
	CASA	200,000	250,000	50,000
	Bike/ Ped Counts Program	35,000	0	(35,000)
	TOTAL	\$2,907,716	\$300,000	(\$2,607,716)
1612	Climate Adaption Consulting (BARC)	\$89,942	\$56,000	(\$33,942)
106	Legal Services	\$750,000	\$700,000	(\$50,000)
101	ABAG Consultants	\$0	\$2,068,166	\$2,068,166
	Total consultant contracts:	\$19,740,531	\$17,965,506	(\$1,775,025)

LTD Federal Grants Budget

Attachment B

		1	2	3 = (1-2)	4	5	6	7 = (3+4-5-6)
STP Grants		LTD Grant thru FY 2016	LTD Actual & Enc Bal. thru FY 2017	Balance thru FY 2017	New Grant FY 2017-18	staff budget FY 2017-18	Consultant budget FY 2017-18	Balance FY 2017-18
Grant # / Fund Source #	Project Description							
6084-146 1580	Station Area Planning	\$17,957,890	\$17,534,385	\$423,505	\$0	\$0	\$0	\$423,505
6084-175 1801	MTC Regional Planning	51,629,000	51,012,030	616,970		83,574	12,000	521,396
6084-176 1803	511 Grant	32,500,000	30,285,158	2,214,842			840,000	1,374,842
6084-178 1805	Regional Streets and Roads	1,200,000	1,200,000	-				-
6084-179 1806	Pavement Management	6,000,000	5,947,534	52,466				52,466
6084-187 1811	OBAG Regional PDA - ABAG	2,000,000	1,979,927	20,073				20,073
6084-186 1812	OBAG Regional PDA	8,740,305	7,918,472	821,833			500,000	321,833
6084-193 1816	Arterial Operations	2,500,000	1,488,776	1,011,224				1,011,224
6084-198 1818	Pavement Management	1,500,000	-	1,500,000			1,500,000	-
6084-199 1819	511 Traveler Information	8,750,000	2,663,289	6,086,711		2,016,377	3,210,000	860,334
6084-201 1820	Freeway Performance Initiative	3,480,000	91,461	3,388,539		1,277,834	730,000	1,380,705
6084-203 1821	Arterial Operations	500,000	-	500,000			\$0	500,000
6084-205 1822	Pavement Management	347,000	-	347,000			\$300,000	47,000
6160-027 1823	Incident Management	517,000	-	517,000			-	517,000
NEW	CMA Planning				39,016,000		7,495,000	31,521,000
NEW	MTC Planning				9,555,000	1,551,574	283,426.31	7,720,000
NEW	PDA Planning & Implementation				18,500,000	500,000	10,150,000	7,850,000
NEW	Freeway Performance			4	43,000,000		10,000,000	33,000,000
NEW	Arterial/Transit Performance			2	18,000,000	-	6,000,000	12,000,000
NEW	Connected Vehicles/Shared Mobility			1	5,000,000		4,000,000	1,000,000
NEW	Field Equipment Devices O&M			7	19,000,000	545,532	2,685,000	15,769,468
NEW	Bay Area Forward			3	2,500,000		2,500,000	-
		\$137,621,195	\$120,121,032	\$17,500,163	\$154,571,000	\$5,974,890	\$50,205,426	\$115,890,846
CMAQ Grants								
6084-160 1589	Arterial Operations	\$10,750,000	\$10,121,913	\$628,087	\$0	\$615,174	\$0	\$12,913
6084-164 1591	Climate Initiatives	7,393,432	7,393,432	-				-
6084-165 1592	Climate Initiatives Evaluation	3,200,000	3,142,348	57,652			57,652	-
6084-202 1824	Climate Initiatives	1,300,000	-	1,300,000			300,000	1,000,000
6160-018 1596	Freeway Performance	8,608,000	8,077,126	530,874		530,874		-
6160-020 1800	Incident Management	3,862,000	3,379,084	482,916				482,916
6084-176 1804	511 Grant	16,270,000	16,270,000	-				-
6084-180 1809	Freeway Performance Corridor Studies	4,000,000	2,421,146	1,578,854		500,000	1,000,000	78,854
6084-188 1814	Regional Bicycle Program	1,725,000	430,678	1,294,322				1,294,322
NEW	Climate Initiatives				22,000,000		22,000,000	-
NEW	Rideshare Implementation			A	720,000	152,322		567,678
NEW	Capital Bike Share			12	2,000,000		2,000,000	-
NEW	Carpool Program			9	7,280,000		1,231,000	6,049,000
NEW	Vanpool Program			10	2,000,000		250,000	1,750,000
NEW	Commuter Benefits Implementation			B	674,000	156,600	380,000	137,400
NEW	Commuter Benefits Program			11	1,111,000			1,111,000
NEW	511 Next Generation			6	37,215,000		6,760,000	30,455,000
NEW	Bay Area Forward			3	5,820,000		3,620,000	2,200,000
NEW	Incident Management			8	14,278,000		14,278,000	-
NEW	Incident Management			5	13,000,000	910,395	600,000	11,489,605
		\$57,108,432	\$51,235,727	\$5,872,705	\$106,098,000	\$2,865,366	\$52,476,652	\$56,628,687
FTA GRANTS								
16-X065-00 1635	FTA 5310	\$460,429	\$454,424	\$6,005	\$692,000	\$350,000	\$0	\$348,005
34-001 1631	FTA 5339 - Bus Purchases	10,506,277	840,438	9,665,839			9,665,839	-
34-0024 1633	FTA 5339 - Bus Purchases	12,240,015	432,386	11,807,629			11,807,629	-
34-0032 1634	FTA 5339 - Bus Purchases	9,590,718	197,701	9,393,017			1,976,006	7,417,011
37-X076 1614	JARC	5,357,119	5,009,699	347,420			\$304,533	42,887
37-X104 1625	JARC	2,654,120	2,349,587	304,533				304,533
37-X133 1627	JARC	1,004,559	915,827	88,732				88,732
37-X164 1629	JARC	805,190	805,190	-				-
37-X177 1630	JARC	2,430,952	2,075,352	355,600				355,600
57-X023 1623	New Freedom	1,545,232	1,462,654	82,578				82,578
57-X050 1626	New Freedom	3,748,859	3,701,442	47,417				47,417
57-X074 1628	New Freedom	2,793,517	2,786,840	6,677				6,677
57-X109 1632	New Freedom	1,383,631	1,283,465	100,166				100,166
CA79-1001-1668	TIGER	1,000,000	1,000,000	-				-
		\$55,520,618	\$23,315,005	\$32,205,613	\$692,000	\$350,000	\$23,754,007	\$8,793,606
Other Grants								
1110	HEPP Travel Model (Reobligated)	\$90,000	\$90,000	\$0	\$0	\$0	\$0	\$0
1112	FHWA - SHRP2	700,000	636,322	63,678	-	-	-	63,678
		\$790,000	\$726,322	\$63,678	\$0	\$0	\$0	\$63,678
Total Federal Grants Budget		\$251,040,245	\$195,398,087	\$55,642,158	\$261,361,000	\$9,190,256	\$126,436,085	\$181,376,817

CONTRACTUAL SERVICES DETAIL Federal Grants

Work Element	Description/Purpose	Amended BUDGET FY 2016-17	Original BUDGET FY 2017-18	Change \$ Inc./Dec)
1112	Implement Public Information Program			
	Bike to Work Day	\$250,000	\$200,000	(\$50,000)
		\$250,000	\$200,000	(\$50,000)
1152	Agency Financial Management			
	Project Audits	\$100,000	\$0	(\$100,000)
	TOTAL	\$100,000	\$0	(\$100,000)
1125	Non-Motorized Transportation			
	Capital Bike Share	\$0	\$2,000,000	\$2,000,000
		\$0	\$2,000,000	\$2,000,000
1222	Regional Rideshare Program			
	511 Program Operations	\$915,000	\$1,621,000	\$706,000
	511 Program Marketing	425,800	0	(425,800)
	Rideshare: Employer Services (CMAs)	615,000	250,000	(365,000)
	SB 1128	0	380,000	380,000
	TOTAL	\$1,955,800	\$2,251,000	\$295,200
1223	Operational Support for Regional Programs			
	TOS Device Maintenance and Repair	\$100,000	\$2,685,000	\$2,585,000
	TOTAL	\$100,000	\$2,685,000	\$2,585,000
1224	Regional Traveler Information			
	511 Traffic Real Time Transit	\$3,588,800	\$0	(\$3,588,800)
	511 Transit	3,820,000	0	(3,820,000)
	511 Licenses	241,000	0	(241,000)
	511 Web Services	0	6,210,000	6,210,000
	511 System Integrator	0	2,640,000	2,640,000
	Technical Advisor Services	0	200,000	200,000
	511 Communications	0	550,000	550,000
	511 TIC Operations	0	620,000	620,000
	511 ETC Removal	0	200,000	200,000
		\$7,649,800	\$10,420,000	\$2,770,200
1233	Pavement Management System			
	Software Training Support	\$232,744	\$300,000	\$67,256
	P-TAP Projects	1,847,000	1,500,000	(347,000)
	TOTAL	\$2,079,744	\$1,800,000	(\$279,744)
1234	Arterial and Transit Performance			
	Program for Arterial System	\$3,393,072	\$6,000,000	\$2,606,928
	TOTAL	\$3,393,072	\$6,000,000	\$2,606,928
1235	Incident Management			
	I-880 Central Segment Project Study Report	\$0	\$600,000	\$600,000
	I-880 ICM	14,423,000	14,278,000	(145,000)
	TOTAL	\$14,423,000	\$14,878,000	\$455,000
1237	Bay Area Forward			
	Managed Lanes Implementation Plan	\$2,500,000	\$0	(2,500,000)
	Active Traffic Management Implementation	980,000	0	(980,000)
	Performance Monitoring & Tools	550,000	730,000	180,000
	Regional Dynamic Traffic Assignment Model	100,000	0	(100,000)
	FPI Traffic Operations/Corridor Analysis	1,500,000	0	(1,500,000)
	Design Alternative Assessments/Corridor Studies	0	1,000,000	1,000,000
	Bay Bridge Forward Implementation	0	6,120,000	6,120,000
	Bay Area Forward Implementation	0	10,000,000	10,000,000
	TOTAL	\$5,630,000	\$17,850,000	\$12,220,000
1228	Technology-Based Operations & Mobility			
	Technology-Based Operations & Mobility	\$0	\$4,000,000	4,000,000
	TOTAL	\$0	\$4,000,000	\$4,000,000
1310	Implement Lifeline Transportation Program			
	Lifeline Planning	\$0	\$304,533	\$304,533
	TOTAL	\$0	\$304,533	\$304,533
1413	Climate Initiative			
	Climate Initiative Outreach and Marketing program	\$1,663,179	\$0	(\$1,663,179)
	Climate Initiatives Cycle 1	0	57,652	57,652
	Climate Initiatives Cycle 2	0	100,000	100,000
	Climate Initiatives OBAG 2	0	22,000,000	22,000,000
	TOTAL	\$1,663,179	\$22,157,652	\$20,494,473
1512	Federal TIP Development			
	Busses replacements	\$24,950,311	\$23,449,474	(\$1,500,837)
	TOTAL	\$24,950,311	\$23,449,474	(\$1,500,837)
1518	New Freedom			
	New Freedom Projects	\$26,000	\$0	(\$26,000)
	TOTAL	\$26,000	\$0	(\$26,000)
1611	Transportation and Land Use Coordination			
	ABAG - STP	\$1,127,284	\$0	(\$1,127,284)
	BCDC STP	259,822	271,426	11,604
	CMAs - STP	7,350,000	7,495,000	145,000
	Access Public Lands near Transit	0	500,000	500,000
	PDA Implementation Studies	16,000	150,000	134,000
	PDA Planning Grant	0	10,000,000	10,000,000
	TOTAL	\$8,753,106	\$18,416,426	\$9,663,320
1612	Climate Adaption Consulting (BARC)			
		\$38,368	\$24,000	(\$14,368)
	Total Federal funded Consultants	\$71,012,380	\$126,436,085	\$55,423,705

Clipper Operating:

	Amended BUDGET FY 2016-17	Original BUDGET FY 2017-18		Change \$ Inc./Dec
Revenue:				
RM2	\$2,950,000	\$2,800,000	-5%	(\$150,000)
STP	180,000	0	-100%	(180,000)
STA	11,736,461	11,079,286	-6%	(657,175)
Transit Operators	18,352,529	18,506,000	1%	153,471
Total clipper operating Revenue	\$33,218,990	\$32,385,286	-3%	(\$833,704)
Expenses:				
Staff cost	\$1,875,537	\$1,317,051	-30%	(\$558,486)
Travel & Other General Ops.	103,220	72,235	-30%	(30,985)
Promotion/Outreach/Fare Inc.	2,950,000	2,800,000	-5%	(150,000)
Clipper Operations	28,290,233	28,196,000	0%	(94,233)
Total clipper operating Expense	\$33,218,990	\$32,385,286	-3%	(\$833,704)

Clipper 1 Capital:

	LTD Budget Thru FY2016-17	Original BUDGET FY 2017-18	LTD Budget Thru FY2017-18
Revenue:			
CMAQ	\$68,703,835	\$0	\$68,703,835
Card Sales	6,851,267	2,000,000	8,851,267
Low Carbon Transit Operations (LCTOP)	3,559,290	0	3,559,290
ARRA	11,167,891	0	11,167,891
FTA	27,213,349	0	27,213,349
STP	37,538,086	0	37,538,086
STA	22,946,540	0	22,946,540
Prop 1B	988,137	0	988,137
SFMTA	8,005,421	0	8,005,421
GGGHTD	2,975,000	0	2,975,000
BART	725,000	0	725,000
MTC Exchange Fund	7,573,878	0	7,573,878
BATA	26,864,813	0	26,864,813
Transit Operators	13,857,000	500,000	14,357,000
WETA	603,707	0	603,707
Sales Tax	890,216	0	890,216
Total Clipper 1 capital Revenue	\$240,463,430	\$2,500,000	\$242,963,430
Expense:			
Staff Costs	\$10,307,040	1,109,896	\$11,416,936
Travel	3,208	0	3,208
Pilot Equipment Maintenance	3,093,834	0	3,093,834
Transit Agency Funded Projects	13,910,707	500,000	14,410,707
Design	54,690,574	0	54,690,574
Site Preparation	3,899,437	0	3,899,437
Construction	21,867,682	0	21,867,682
Consultants	24,226,696	0	24,226,696
Engineering	7,953,061	0	7,953,061
Communications	1,583,000	0	1,583,000
Marketing	2,212,029	0	2,212,029
Financial Services	391,600	0	391,600
Equipment	49,226,873	0	49,226,873
Clipper Cards	15,140,095	2,000,000	17,140,095
Other	31,957,594	(1,109,896)	30,847,698
Total Clipper 1 Expense	\$240,463,430	\$2,500,000	\$242,963,430

Clipper 2 Capital:

	LTD Budget Thru FY2016-17	Original BUDGET FY 2017-18	LTD Budget Thru FY2017-18
Revenue:			
STP	\$4,569,554	\$0	\$4,569,554
FTA	10,078,133	0	10,078,133
TCP - CMAQ Funds	2,684,772	0	2,684,772
Golden Gate Pass through	5,000,000	0	5,000,000
Low Carbon Transit Operations (LCTOP)	1,100,000	0	1,100,000
BATA	260,000	0	260,000
STA	1,410,841	0	1,410,841
Total Clipper 2 Revenue	\$25,103,300	\$0	\$25,103,300
Expense:			
Staff Costs	\$2,713,554	\$1,763,788	\$4,477,342
Equipment	6,591,903	0	6,591,903
Consultants	15,797,843	(1,763,788)	14,034,055
Total Clipper 2 Expense	\$25,103,300	\$0	\$25,103,300



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 17-2490 **Version:** 1 **Name:**
Type: Resolution **Status:** Commission Approval
File created: 4/5/2017 **In control:** Administration Committee
On agenda: 6/14/2017 **Final action:**
Title: ABAG Staff Consolidation - Implementation Steps

i. MTC Resolution No. 4173, Revised - Statement of Investment Policy

A proposed revision to the Statement of Investment Policy to include the investment of funds for the Association of Bay Area Governments (ABAG) and to list the positions of authorized signers for financial accounts.

ii. MTC Resolution No. 4265, Revised - MTC Debt Policy

A proposed revision to the MTC Debt Policy to include the issuance and management of debts and other obligations for ABAG.

iii. MTC Resolution No. 4291 - MTC Agency FY 2017-18 Pay Schedules

A request for approval of MTC's agency pay schedules for FY 2017-18.

Sponsors:

Indexes:

Code sections:

Attachments: [3ci Reso-4173 Statement of Investment Policy.pdf](#)
[3cii Reso-4265 MTC Debt Policy.pdf](#)
[3ciii Reso-4291 FY2017-18 Agency Pay Schedules.pdf](#)

Date	Ver.	Action By	Action	Result
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Subject:

ABAG Staff Consolidation - Implementation Steps

i. MTC Resolution No. 4173, Revised - Statement of Investment Policy

A proposed revision to the Statement of Investment Policy to include the investment of funds for the Association of Bay Area Governments (ABAG) and to list the positions of authorized signers for financial accounts.

ii. MTC Resolution No. 4265, Revised - MTC Debt Policy

A proposed revision to the MTC Debt Policy to include the issuance and management of debts and other obligations for ABAG.

iii. MTC Resolution No. 4291 - MTC Agency FY 2017-18 Pay Schedules

A request for approval of MTC's agency pay schedules for FY 2017-18.

Presenter:

Brian Mayhew and Alix Bockelman

Recommended Action:

Commission Approval



METROPOLITAN
TRANSPORTATION
COMMISSION

Bay Area Metro Center
375 Beale Street
San Francisco, CA 94105
TEL 415.778.6700
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Memorandum

TO: Administration Committee

DATE: June 7, 2017

FR: Deputy Executive Director, Operations

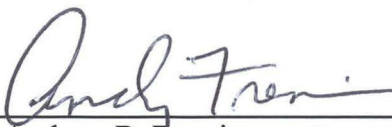
W. I. 15.2.1

RE: MTC Resolution No. 4173, Revised – Statement of Investment Policy

Attached is Resolution No. 4173, Revised, with the proposed revisions thereto. Currently, Resolution No. 4173, Revised, sets forth the formal comprehensive investment policy for Metropolitan Transportation Commission (MTC) funds and for funds delegated to MTC for administration by MTC, MTC Service Authority for Freeways and Expressways (SAFE), the Bay Area Toll Authority (BATA), the Bay Area Infrastructure Financing Authority (BAIFA), and the Bay Area Headquarters Authority (BAHA).

Two changes are being recommended to MTC's Statement of Investment Policy. The first change is to include the investment of funds for the Association of Bay Area Governments (ABAG), a separate joint powers authority, and its affiliated entities, for which MTC is accepting administrative responsibility for management of funds, effective July 1, 2017 pursuant to a contract for services between MTC and ABAG, dated May 30, 2017, along with the MTC, SAFE, BATA, BAIFA, and BAHA in accordance with the provisions of §53600 et seq. of the Government Code and the provisions of the attached investment policy. ABAG is also set to approve MTC's Statement of Investment Policy this month. The second change is to list the positions of authorized signers for financial accounts.

Staff recommends that the Committee refer Resolution No. 4173, Revised, to the Commission for approval.



Andrew B. Fremier

SH:bm
Attachment

Date: February 25, 2015
W.I.: 15.2.1
Referred by: Admin. Committee
Revised: 02/24/16-C
01/25/17-C
06/28/17-C

ABSTRACT

Resolution No. 4173, Revised

This resolution authorizes the establishment of a new Statement of Investment Policy for the management of MTC funds. This resolution also accepts administrative responsibility for management of the funds of the MTC Service Authority for Freeways and Expressways (SAFE), the Bay Area Toll Authority (BATA), the Bay Area Infrastructure Financing Authority (BAIFA) and the Bay Area Headquarters Authority (BAHA), as delegated to MTC by MTC SAFE, BATA, BAIFA and BAHA; *and for the Association of Bay Area Governments (ABAG), a separate joint powers authority, and its affiliated entities, for which MTC is accepting administrative responsibility for management of funds, effective July 1, 2017 pursuant to a contract for services between MTC and ABAG, dated May 30, 2017.*

This resolution supersedes MTC Resolution No. 4115 and any other MTC resolutions to the extent that they may conflict with this policy.

Attachment A to this resolution was amended February 24, 2016 to renew the Statement of Investment Policy.

Attachment A to this resolution was amended January 25, 2017 to change the Statement of Investment Policy.

This resolution was revised on June 28, 2017 to add ABAG to the Statement of Investment Policy, and Attachment A to this resolution was amended June 28, 2017 to change the Statement of Investment Policy.

Further discussion of these amendments is contained in the Executive Director's memoranda to the Administration Committee dated February 3, 2015, February 3, 2016, and January 4, 2017; and the Deputy Executive Director's memorandum to the Administration Committee dated June 7, 2017.

Date: February 25, 2015
W.I.: 15.2.1
Referred by: Admin. Committee
Revised: 06/28/17-C

RE: Establishment of a Statement of Investment Policy.

METROPOLITAN TRANSPORTATION COMMISSION

RESOLUTION NO. 4173

WHEREAS, the Metropolitan Transportation Commission (MTC) is the Regional Transportation Planning Authority for the San Francisco Bay Area pursuant to Government Code §§ 66500 *et seq.*; and

WHEREAS, the MTC has the responsibility to manage funds received in accordance with the provisions of Government Code §§ 53600 *et seq.* and a Statement of Investment Policy adopted pursuant to those statutory provisions; and

WHEREAS, the MTC Service Authority for Freeways and Expressways (MTC SAFE), created pursuant to Streets and Highways Code §§ 2250-2556; the Bay Area Toll Authority (BATA), created pursuant to Streets & Highways Code §§ 30950 *et seq.*; the Bay Area Headquarters Authority (BAHA), created pursuant to a Joint Exercise of Powers Agreement between MTC and BATA dated September 28, 2011, and the Bay Area Infrastructure Financing Authority (BAIFA) created pursuant to the joint exercise of powers between MTC and BATA dated August 1, 2006 have requested MTC to assume administrative responsibility for MTC SAFE, BATA, BAHA and BAIFA funds; and

WHEREAS, MTC is accepting administrative responsibility for the Association of Bay Area Governments (ABAG), a separate joint powers authority, and its affiliated entities, for management of funds, effective July 1, 2017 pursuant to a contract for services between MTC and ABAG, dated May 30, 2017; and

WHEREAS, MTC intends to manage all funds for which it is responsible pursuant to a single comprehensive investment policy; *and*

WHEREAS, the ABAG Administrative Committee has authorized MTC to open new and manage or close existing accounts with banks, financial institutions, and government pooled investment funds as needed in order to manage ABAG's and all related entities cash and investments under MTC signatures utilizing ABAG's and all related entities' tax identification numbers; now therefore, be it

RESOLVED, that MTC hereby adopts the Statement of Investment Policy as set forth in Attachment A to this Resolution, attached hereto and incorporated herein as though set forth at length; and, be it further

RESOLVED, Attachment A shall be applicable to all funds delegated to MTC; and, be it further

RESOLVED, that this Resolution No. 4173, as revised supersedes MTC Resolution No. 4115; and, be it further

RESOLVED, that MTC's Executive Director or Treasurer or both, as applicable, are directed to manage MTC funds and funds delegated to MTC's administrative responsibility in conformance with said policy; and, be it further

RESOLVED, the MTC Commission authorizes MTC staff to open new and manage or close existing accounts with banks, financial institutions, and government pooled investment funds as needed in order to manage ABAG's and all related entities cash and investments under MTC signatures utilizing ABAG's and all related entities' tax identification numbers; and be it further

RESOLVED, that this policy shall remain in effect unless modified by MTC; and, be it further

RESOLVED, that this Resolution shall take precedence over any prior MTC Resolutions to the extent that they may conflict herewith or with Attachment A.

METROPOLITAN TRANSPORTATION COMMISSION

Jake Mackenzie, Chair

The above resolution, revising and superseding the resolution approved on February 25, 2015 was entered into by the Metropolitan Transportation Commission at a regular meeting of the Commission held in San Francisco, California, on June 28, 2017.

Date: February 25, 2015
W.I.: 15.2.1
Referred by: Admin. Committee
Revised: 02/24/16-C
01/25/17-C
06/28/17-C

Attachment A
Resolution No. 4173
Page 1 of 6

Statement of Investment Policy

The Treasurer of the Metropolitan Transportation Commission (MTC) shall invest all funds over which MTC is administratively responsible, including those of MTC, MTC Service Authority for Freeways and Expressways (SAFE), the Bay Area Toll Authority (BATA), the Regional Administrative Facility Corporation (RAFC), the Bay Area Headquarters Authority (BAHA) the Bay Area Infrastructure Financing Authority (BAIFA), *and the Association of Bay Area Governments (ABAG) a separate joint powers authority, and its affiliated entities, for which MTC is accepting administrative responsibility for management of funds, effective July 1, 2017 pursuant to a contract for services dated May 30, 2017* in accordance with the provisions of §§ 53600 *et seq.* of the Government Code and the provisions of this investment policy.

I. Prudent Investor Rule:

Funds shall be managed under the “prudent investor standard” which requires all agencies investing public funds to be trustees of those funds, and therefore, fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling or managing public funds, a trustee shall act with care, skill, prudence and diligence under circumstances then prevailing, including, but not limited to, the general economic conditions and anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. All funds shall be invested within the following objectives, in order of priority:

1. Safety: Preservation and safeguard of capital.
2. Liquidity: Funds shall be invested in a manner consistent with operating needs of the agency.
3. Yield: Funds shall be invested to earn a secured and safe return without compromising the objectives of safety and liquidity.

II. Permitted Investments:

Investments authorized under this policy shall be limited to:

- A. United States treasury notes, bonds or bills for which the full faith and credit of the United States are pledged for the payment of principal and interest.

- B. Bonds, notes, bills, warrants or obligations issued by an agency of the United States.
- C. Commercial Paper of “prime” quality of the highest ranking or of the highest letter and numerical rating provided by Moody’s Investor Services or Standard & Poor’s Corporation.

Eligible paper is further limited to issuing corporations organized and operating in the United States and having total assets in excess of five hundred million dollars (\$500,000,000) and having an “A” or higher rating for the issuers’ debt, other than commercial paper, if any, as provided by Moody’s Investor Services or Standard & Poor’s Corporation or the equivalent of other nationally recognized rating services that may be allowed by statute. Purchases shall not exceed 180 days maturity, 10% of the outstanding commercial paper of a single issuing corporation and 10% of the agency’s surplus money.

- D. Negotiable certificates of deposit issued by a nationally or State chartered bank, not to exceed 10% of surplus agency funds.
- E. Medium-Term notes of a maximum five years maturity issued by corporations meeting criteria in Section C, not to exceed 10% of agency’s surplus funds.
- F. Mutual funds registered with the Securities and Exchange Commission, having attained the highest letter and numerical ranking by at least two Nationally recognized statistical rating organizations. Such investments shall not exceed 20% of surplus funds, with no more than 10% invested in any single mutual fund.
- G. Local Agency Investment Fund (LAIF) as authorized by Government Code §§ 16429.1.
- H. The Alameda County Treasury local agency investment fund authorized under Government Code §§ 53684.
- I. Repurchase agreements collateralized by securities of the United States Government or an agency of the United States Government.
- J. Municipal Obligations issued by State or Local agencies:
 - a) Such bonds can include the obligations of the Bay Area Toll Authority and the Bay Area Infrastructure Financing Authority;
 - b) The maturity does not exceed 5 years from the date of purchase;
 - c) With regards to Municipal Obligations in the form of variable rate demand bonds, the obligations shall have mandatory investor tender rights supported by a third-party liquidity facility from a financial institution with short-term ratings of at least A-1 by S&P or P-1 by

Moody's. The maturity of these bonds shall be equivalent to the investor's tender option supported by the liquidity facility.

- K. All other investments authorized under §§ 53600 *et seq.* of the California Government Code as appropriate for public fund investments and not specifically prohibited by this policy.

III. Prohibited Investments:

In addition to any prohibited investments listed in California Code §§ 53601.6 and 53631.5, the following are specifically prohibited:

- A. Reverse repurchase agreements.
- B. Financial futures.
- C. Option contracts.
- D. Mortgage interest strips.
- E. Inverse floaters.
- F. Securities lending.
- G. Repurchase agreements purchased for "yield enhancement" purposes and not required for banking and liquidity purposes.
- H. Any investment that fails to meet credit or portfolio limits at the time of investment.

IV. Sales Prior to Maturity:

- A. The primary strategy of this investment policy is to "buy and hold" securities to maturity, however, a security may be sold prior to maturity if the sale is necessary to avoid further erosion of market value or meet operational or project liquidity needs. All sales prior to maturity shall be detailed in the investment report.
- B. A security whose market or credit quality falls outside the investment policy parameters after purchase may be held to maturity without violation of this policy provided the fact is disclosed in the investment report.

V. Investment Pools:

Investment pools operated by LAIF and Alameda County as permitted investments under Section II of this policy, whose portfolios contain specific securities not permitted under this policy, but none-the-less permitted under the law or approved investment policy of the respective pool, are permitted under this policy. The make-up of such portfolios shall be submitted as part of the investment report at least quarterly.

VI. Fund and Liquidity Levels:

- A. Funds for MTC, SAFE and BATA operating requirements shall be commingled for investment purposes. The liquidity level shall be

maintained in an appropriate manner but not less than:

30	90	1	Maximum
<u>Days</u>	<u>Days</u>	<u>Year</u>	<u>Weighted</u>
10%	15%	30%	<u>Maturity</u>
			5 yrs

The percentages within the 30 and 90 day counts are cumulative towards the one year minimum.

B. Reserve Funds:

Specifically designated reserve funds may have a maximum maturity of 40 years or less, provided each fund is clearly identified in the investment report.

- C. All funds under management shall be combined for the purpose of evaluating credit and portfolio limits.

VII. Brokerage Firms:

Only firms meeting all of the following criteria shall be authorized to buy or sell securities:

- A. Firms licensed to conduct business as a broker-dealer under § 25004 of the Corporations Code, licensed and registered under the Securities Exchange Commission, a Federally or State chartered bank, or designated a “primary dealer” by the Federal Reserve Bank and with offices located in California.
- B. The firm must have a minimum rating of “A-” from a nationally recognized credit rating agency.
- C. Corporate assets or assets under management of at least fifty million dollars (\$50,000,000).
- D. Provided written certification that they received a copy of the approved policy.

VIII. Investment Management Services:

Only firms meeting all of the following criteria shall be authorized to manage investment funds.

- A. Firms licensed to conduct business as an investment advisor under § 25009 of the Corporations Code, licensed and registered under the Securities Exchange Commission.
- B. Firms licensed to conduct business as a Registered Investment Advisor under the Investment Advisors Act of 1940.

- C. Firms must have assets under management of at least five billion dollars (\$5,000,000,000) and the investment fund must be rated at least an "A".
- D. Firms must provide certification of an annual audit or certification of internal cash controls (i.e. SAS 70 or equivalent) satisfactory to the Chief Financial Officer.
- E. Firms must have a minimum of 10 years experience of investment advisory experience in the public sector.
- F. Firms must carry errors and omission insurance of at least ten million dollars (\$10,000,000).
- G. Firms must provide written certification that they meet all of the above criteria.

IX. Safekeeping:

- A. All securities shall be maintained in a safekeeping account, independent from all broker accounts, with securities held in the name of the agency. Banks with independent "trust" or safekeeping departments shall qualify as independent safekeeping accounts.
- B. Safekeeping accounts shall be maintained with firms or banks with at least fifty million dollars (\$50,000,000) in trust and safekeeping accounts under management and a minimum rating in the "A" category from a nationally recognized rating service.
- C. The Treasurer or assignee designated by the MTC Executive Director is authorized to sign documents providing for the sale and purchase of securities, as well as all documents required to provide for safekeeping and trust.

X. Internal Controls:

The Treasurer shall be responsible for developing a system of internal controls that maintain appropriate records of all transactions as well as individual fund ownership of all investments and interest earnings and shall also be subject to the annual independent audit process.

XI. Investment Reports:

In accordance with § 53646 of the Government Code, at least quarterly, the Treasurer shall submit an investment report to the Executive Director who shall forward the report to all entities whose funds are subject to this policy. The report shall detail all securities, par value, market value, maturity, liquidity and credit limit thresholds, as well as any sales prior to maturity, any securities no longer meeting policy standards, and any investment policy violations. Portfolio detail for LAIF, Alameda County or other authorized Government Investment Pools, shall be included on a quarterly basis.

XII. Financial Accounts:

Both the Executive Director and the Treasurer are required to sign documents to open financial accounts with banks, financial institutions and government pooled

investment funds as needed in order to manage MTC's investments as described within this investment policy; provided that all such accounts meet policy standards.

XIII. Authorized Signers

The following positions are authorized to sign on all accounts:

Executive Director

Deputy Executive Directors – all

Chief Financial Officer

Deputy Treasurer

At least two signatures are required to transfer funds out of such accounts.

XIV. Renewal:

This investment policy shall be subject to review annually.



METROPOLITAN
TRANSPORTATION
COMMISSION

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Memorandum

TO: Administration Committee

DATE: June 7, 2017

FR: Deputy Executive Director, Operations

W. I.

RE: MTC Resolution No. 4265, Revised – MTC Debt Policy

Attached is Resolution No. 4265, Revised, with proposed revisions thereto. Currently, Resolution No. 4265, Revised, sets forth the formal comprehensive debt policy with respect to the issuance and management of debts for the Metropolitan Transportation Commission (MTC) and its affiliated entities, including the Bay Area Toll Authority (BATA), and the Bay Area Infrastructure Financing Authority (BAIFA).

The only change being recommended in MTC's Debt Policy is to include the issuance and management of debts and other obligations for the Association of Bay Area Governments (ABAG), a separate joint powers authority, and its affiliated entities, for which MTC is providing contract administrative services under an agreement to be effective July 1, 2017.

Staff recommends that the Committee refer Resolution No. 4265, Revised, to the Commission for approval.



Andrew B. Fremier

SH:bm
Attachment

Date: January 25, 2017

W.I.:

Referred by: Admin. Committee

Revised: 06/28/17-C

ABSTRACT

MTC Resolution No. 4265, Revised

This resolution authorizes the establishment of a Debt Policy with respect to the issuance and management of debts for the Metropolitan Transportation Commission (MTC) and its affiliated entities, including but not limited to the Bay Area Toll Authority (BATA) and the Bay Area Infrastructure Financing Authority (BAIFA), as delegated to MTC, *and for the Association of Bay Area Governments (ABAG), a separate joint powers authority, and its affiliated entities, for which MTC is providing administration of debts and other obligations effective July 1, 2017 pursuant to a contract for services between MTC and ABAG dated May 30, 2017.*

This resolution was revised on June 28, 2017 to add ABAG to the MTC Debt Policy.

Further discussion of this amendment is contained in the Deputy Executive Director's memorandum to the Administration Committee dated June 7, 2017.

Date: January 25, 2017
W.I.:
Referred by: Admin. Committee
Revised: 06/28/17-C

Re: Establishment of a Comprehensive MTC Debt Policy

METROPOLITAN TRANSPORTATION COMMISSION
RESOLUTION No. 4265, REVISED

WHEREAS, the Metropolitan Transportation Commission (MTC) is the Regional Transportation Planning Authority for the San Francisco Bay Area pursuant to Government Code §§ 66500 *et seq.*; and

WHEREAS, the Bay Area Toll Authority (BATA), created pursuant to Streets & Highways Code §§ 30950 *et seq.* and the Bay Area Infrastructure Financing Authority (BAIFA) created pursuant to the joint exercise of powers agreement between MTC and BATA dated August 1, 2006 as amended, have requested MTC to assume administrative responsibility for BATA and BAIFA debts; and

WHEREAS, the Association of Bay Area Governments (ABAG), a separate joint powers authority, and its affiliated entities, for which MTC is providing administration of debts and other obligations, effective July 1, 2017 pursuant to a contract for services between MTC and ABAG dated May 30, 2017; and

WHEREAS, MTC intends to administer all debts for which it is responsible pursuant to a single comprehensive debt policy; now, therefore, be it

RESOLVED, that MTC hereby adopts MTC Resolution No. 4265, as set forth in Attachment A to this Resolution, and incorporated herein as though set forth at length, which establishes MTC's debt policy with respect to the issuance and management of MTC debt.

METROPOLITAN TRANSPORTATION COMMISSION

Jake Mackenzie, Chair

The above resolution, revising and superseding the resolution approved on January 25, 2017, was entered into by the Metropolitan Transportation Commission at a regular meeting of the Commission held in San Francisco, California, on June 28, 2017.

Date: January 25, 2017
W.I.:
Referred by: Admin. Committee
Revised: 06/28/17-C

Attachment A
MTC Resolution No. 4265
Page 1 of 7

METROPOLITAN TRANSPORTATION COMMISSION DEBT POLICY

Introduction

The purpose of the Debt Policy is to establish guidelines for the issuance and financial management of debts for which the Metropolitan Transportation Commission (MTC) is administratively responsible, including those of the Bay Area Toll Authority (BATA), the Bay Area Infrastructure Financing Authority (BAIFA). This Debt Policy is intended to guide decisions related to any debt issued by MTC or its affiliated entities. *This Debt Policy is also intended to guide decisions related to any debt issued by the Association of Bay Area Governments (ABAG), a separate joint powers authority, and its affiliated entities for which MTC is administering debts and other obligations, effective July 1, 2017 pursuant to a contract for services to between MTC and ABAG dated May 30, 2017.* The MTC recognizes that cost-effective access to the capital markets is highly dependent on sound management of the MTC's debt program.

Objectives

The purpose of the Debt Policy is to assist the MTC in meeting the following objectives:

- issue debt in accordance with established guidelines
- complete an approved capital financing plan
- timely repayment of debt
- maintain the highest of ratings that are consistent with the financing plan
- ensure compliance with applicable State and Federal laws
- assure access to credit markets
- preserve financial flexibility

The MTC's Debt Policy shall be reviewed and updated at least annually and presented to the Board for approval. The Debt Policy requires that the MTC's Board specifically authorize each debt financing by resolution approved by the Board.

I. Long Term Debt Financing

- A. The MTC will use the following criteria to evaluate pay-as you-go versus long-term debt financing in funding capital projects.

1) Factors that favor pay-as-you-go:

- a) Current revenues and adequate fund balances are available

- b) Project phasing is feasible
 - c) Debt levels could adversely affect the MTC's or its affiliated entities' credit rating
 - d) Market conditions are unstable or present difficulties in marketing long-term debt
- 2) The MTC will consider the use of long-term debt financing for capital projects under, but not limited to, the following circumstances:
- a) When the project's useful life will equal or exceed the term of the financing.
 - b) Revenues available for debt service are considered self sufficient and reliable so that long term financing can be marketed with an appropriate credit rating.
 - c) The project that is being considered will not adversely affect the MTC's or its affiliated entities' credit rating.
 - d) Market conditions present favorable interest rates.
 - e) High priority projects that result from regional or economical conditions that require use of long term debt.
- 3) Each debt issuance shall be approved pursuant an individual resolution specifying the following:
- a) Total principal-- amount of the bonds.
 - b) Maximum interest rate, not to exceed 12%.
 - c) All fees associated with the issuance.
 - d) Bonds are to be fixed or variable.
 - e) Any other special terms or conditions.
- B. The MTC may use debt in special circumstances for projects other than long-term capital projects. Long-term debt will not be used to fund any ongoing operational costs.
- C. The MTC may use lease financing as appropriate means of financing capital facilities, projects and certain equipment. The useful life of the capital equipment, the terms and conditions of the lease and budget flexibility will be evaluated prior to the implementation of the lease obligation. Efforts will be made to fund capital on a pay as you go basis where feasible.
- D. No debt shall be issued without approval of the resolution by the Board.

Capital Financing Plan

A Capital Financing Plan will be prepared for each long term debt financing. Analysis must include, but is not limited to, the following requirements:

- a) description and availability of all sources of funds
- b) timing and priority of capital projects
- c) a financing plan which includes but not limited to:
 - 1) debt coverage
 - 2) debt covenants
- d) debt service requirements
- e) effect of projects on debt capacity
- f) measurable objectives or goals

Debt Service Reserve Fund

A debt service reserve fund (DSRF) will be funded with every tax exempt bond issue. The reserve will be funded with bond proceeds or a DSRF surety policy provided by a rated bond insurer. A DSRF will not be required on taxable financing if there is no negative or additional cost implications to the financing. An analysis and financing plan will be prepared for each debt financing which analyzes the optimal method and level of funding the DSRF and selecting the appropriate bond insurer to achieve project objectives and support debt service.

II. Short Term Financing

Short term borrowing may be utilized for any purpose for which long term debt may be issued. Additionally, short-term borrowing may be utilized as a source of temporary funding of operational cash flow deficits, of anticipated revenues, of inter-fund borrowing or as an interim source of funding in anticipation of long-term borrowing. Short term debt can be issued as follows, but not limited to:

- a) Bond Anticipation Notes (BANs)
- b) Tax and Revenue Anticipation Notes (TRANs)
- c) Grant Anticipation Notes (GANs)
- d) Lines of Credit/Letters of credit
- e) Commercial paper (CP)

A financing plan must be submitted prior to the use of short term financing.

III. Variable Rate Debt

The MTC may issue variable rate debt. It is often appropriate to issue variable rate debt to diversify the debt portfolio and improve the match of assets to liabilities. An analysis and budgeting plan will be prepared for each debt financing which analyzes the optimal amount of hedged and unhedged variable rate debt appropriate to achieve project objectives and support debt service.

IV. Credit Enhancements

The MTC may purchase bond insurance, letters of credit or other means of credit enhancement for its borrowing if the credit enhancement improves the credit quality of the bonds and as a result provide the MTC with interest cost savings or other substantial market advantages. An analysis of utilizing credit enhancement instruments will be prepared for each debt financing to determine if there is appropriate value to support purchasing the enhancement.

V. Structured Financial Products (Derivatives)

The MTC may utilize derivative products such as floating-to-fixed and fixed-to- floating rate swaps as a tool to manage interest rate risk or reduce interest rate cost in the debt portfolio. Derivative products will be evaluated on a case-by-case basis to determine the value of potential benefits as well as a clear understanding of structured products.

The MTC will consider the following risk when considering structured products:

- 1) Counterparty risk: The counterparty' s ratings, or the ratings of an entity controlling the counterparty, must be the equivalent of "A+" or better from three nationally recognized rating agencies, and the counterparty must have ratings that are equal to or better than MTC's current ratings from any two nationally recognized rating agencies at the time of the execution of the transaction.

1A. Counterparty Limits:

Corporate Rating ^(a)	Counterparty Security	Portfolio Limit	Single Firm Limit
AAA Collateral	No Limit	No Limit	
AAA Agreement	Over-Collateralized	No Limit	No Limit
AA ^(b)	Collateral	No Limit	No Limit
A ^(b)	Collateral	No Limit	25%

^(a) – or equivalent

^(b) – without graduation

- 2) Credit risk: Swap agreement will require unilateral posting by the counterparty if it fails to maintain its credit ratings
- 3) Counterparty exposure risk: The MTC will attempt to use different counterparties to diversify exposure; however, the selection of a counterparty should not be at the expense of pricing or other credit factors.
- 4) Termination risk: Swap agreement will allow the MTC the unilateral option to terminate the swap at any time with 30 days notice.
- 5) Rollover risk: All swap transactions will be coterminous with the bonds issued.
- 6) Amortization risk: The swap will be structured to amortize with the underlying bond.

Structured financial derivative products may not be used for speculative purposes. Derivative products shall not be used for the sole purpose of generating operating or capital proceeds. Prior Board approval is required in order to utilize a derivative product.

- 7) Novation/ Assignment: If counterparty or the entity controlling the counterparty does not maintain ratings conforming to subparagraph (1), the MTC may seek novations and assignments with replacement counterparties to reduce the MTC'S exposure. Replacement counterparties must be rated higher than the counterparty being novated but not less than "A-" or equivalent from two rating agencies. In determining eligible novations/assignments, credit limitations in Section 1A shall not apply.
- 8) Conformance with Dodd-Frank: It is the intent of the MTC to conform this policy to the requirements relating to legislation and regulations for over-the-counter derivatives transactions under Title VII of the Wall Street Transparency and Accountability Act of 2010, as supplemented and amended from time to time (herein collectively referred to as "Dodd-Frank"). Pursuant to such intent, it is the policy of the MTC that: (i) each swap advisor engaged or to be engaged by the MTC will function as the designated qualified investment representative of the MTC, sometimes referred to as the "Designated QIR"; (ii) each swap advisor agrees to meet and meets the requirements specified in Commodity Futures Trading Commission Regulation 23.450(b)(1) or any successor regulation thereto (herein referred to as the "Representative Regulation"); (iii) each swap advisor provide a written certification to the MTC to the effect that such swap advisor agrees to meet and meets the requirements specified in the Representative Regulation; (iv) the MTC monitors the performance of each swap advisor consistent with the requirements specified in the Representative Regulation; (v) the MTC exercise independent judgment in consultation with its swap advisor in evaluating all recommendations, if any, presented by any counterparty with respect to transactions authorized pursuant to this Debt Policy; and (vi) the MTC relies on the advice of its swap advisor with respect to transactions authorized pursuant to this Debt Policy and not rely on recommendations, if any, presented by any counterparty with respect to transactions authorized pursuant to this Debt Policy

VI. Debt Capacity

An analysis and financing plan will be prepared for each debt financing which analyzes the optimal amount of debt capacity to achieve project objectives and support debt service. Debt levels will be maintained at a level consistent with project objectives and creditworthiness goals.

VII. Refunding

Debt issues will be monitored, on an ongoing basis, for potential savings via refunding opportunities. Refunding will be considered (within federal tax law constraints) if and when there is a net present value economic benefit of 3% resulting from the refunding. Refundings that are non economic may be undertaken to achieve other project objectives such as, changes in covenants, call provisions, operational flexibility, tax status, issuer, or the debt service profile. An analysis will be prepared discussing the economic merits of the refunding and presented to the Board.

VIII. Bond Proceeds

Proceeds will be invested in compliance with the provisions of the bond indenture, federal and state tax requirements, and as well as the adopted Investment Policy.

IX. Bond Covenants and Laws

The MTC shall comply with all covenants and requirements of the bond resolutions, and State and Federal laws authorizing and governing the issuance and administration of debt obligations.

The MTC shall comply with the reporting requirements of Senate Bill No. 1029.

X. Continuing Disclosure

In addition to annual audit and reporting disclosures, the finance department shall comply with all continuing disclosure requirements including Rule 15(c)2-12 of the Securities and Exchange Commission by filing an annual report with each Nationally Recognized Municipal Securities Information Repository and State Repository, if any, that provides certain required financial information and operating data relevant to bondholders within 270 days of the close of the fiscal year.

XI. Arbitrage and Rebate Compliance

The finance department shall maintain a system of accounts, record keeping and reporting as required under Generally Accepted Accounting Principles (GAAP) bond covenants and resolutions.

The use of bond proceeds and their investments must be monitored to ensure timely compliance with both current and future federal tax arbitrage restrictions. All rebates, if any, shall be made in a timely manner.

XII. Internal Control Procedures

The finance department maintains internal control procedures to monitor and ensure that the proceeds of all debt issuance is directed to and utilized for the intended use. Such procedures are tested as part of the annual financial audit.

XIII. Bond Rating Agency

The finance department shall be responsible for maintaining the MTC's relationships with the credit rating agencies. The MTC will maintain a practice of meeting regularly with credit analysts from the bond rating agencies to keep them informed of the MTC's borrowing plans, financial profile, and financial condition.

XIV. Investor Relations

The finance department will make all efforts to keep the various investors informed of current events surrounding the MTC. The finance department will make all efforts to respond to questions from fund managers in a most timely and efficient manner.



METROPOLITAN
TRANSPORTATION
COMMISSION

Bay Area Metro Center
375 Beale Street
San Francisco, CA 94105
TEL 415.778.6700
WEB www.mtc.ca.gov

Memorandum

TO: Administration Committee

DATE: June 7, 2017

FR: Deputy Executive Director, Operations

W. I. 1153

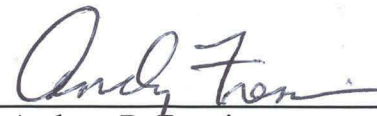
RE: MTC Resolution No. 4291 – MTC Agency FY 2017-18 Pay Schedules

This memorandum requests referral of MTC Resolution No. 4291, approving MTC's agency pay schedules for Committee for Staff Representation (CSR) represented employees, confidential employees, and for specific executive employees for FY 2017-18 to the Commission for approval, consistent with California Code of Regulations Section 570.5 requirements. The pay schedules for the Executive Director and General Counsel will be presented for approval in September after their performance evaluations are completed this summer.

As background, on June 25, 2014, MTC approved employment benefits and salaries as part of a Memorandum of Understanding (MOU) for a four-year period from July 1, 2014 through June 30, 2018 through MTC Resolution Nos. 4153 and 4154. The proposed pay schedules are consistent with the MOU.

The proposed pay schedules do not yet reflect additional positions as a result of the staff consolidation of MTC and the Association of Bay Area Governments (ABAG). Staff expects to make revisions to the proposed pay schedules between the Committee's and Commission's respective actions, to reflect acceptance of employment offers by transitioning ABAG staff.

Staff recommends that this Committee refer MTC Resolution No. 4291 to the Commission for approval.



Andrew B. Fremier

SH:rj
Attachments

Date: June 28, 2017
W.I.: 1153
Referred by: Administration

ABSTRACT

Resolution No. 4291

This resolution sets forth the MTC agency pay schedules for MTC employees from July 1, 2017 through and including June 30, 2018.

Further discussion is contained in the Deputy Executive Director's memorandum dated June 7, 2017.

Date: June 28, 2017
W.I.: 1153
Referred by: Administration Committee

Re: MTC Agency Pay Schedules for FY2017-18, from July 1, 2017 through June 30, 2018

METROPOLITAN TRANSPORTATION COMMISSION
RESOLUTION NO. 4291

WHEREAS, the Metropolitan Transportation Commission (MTC) is the Regional Transportation Planning Authority for the San Francisco Bay Area pursuant to Government Code §§ 66500 *et seq.*; and

WHEREAS, MTC Resolution No. 4153, sets forth the employment benefits and salary schedule for CSR represented employees and confidential employees from July 1, 2014 through and including June 30, 2018; and

WHEREAS, MTC Resolution No. 4154 sets forth the employment benefits and salary schedule for specific executive employees from July 1, 2014 through and including June 30, 2018; and

WHEREAS, the MTC contracts with the California Public Employees Retirement System (CalPERS) to provide retirement benefits for its employees; and

WHEREAS, CalPERS uses the MTC's pay schedules to calculate retirement benefits earned by the MTC's employees; and

WHEREAS, the MTC as a contracting public employer is adhering to the California Code of Regulations, Title 2, Section 570.5, which sets forth reporting regulations for CalPERS member agencies to have a duly approved and adopted publicly available pay schedule; now therefore be it

RESOLVED, that this resolution sets forth the MTC pay schedules contemplated in MTC Resolution Nos. 4153 and 4154 for the period from July 1, 2017 through June 30, 2018; and be it further

RESOLVED, that the MTC agency pay schedule for CSR represented regular staff employees and Confidential employees effective July 1, 2017 through June 30, 2018 shall be as set forth in Attachment A to this resolution, attached hereto and incorporated herein as though set forth at length; and be it further

RESOLVED, that the MTC agency pay schedule for specific executive employees effective July 1, 2017 through June 30, 2018 shall be as set forth in Attachment B to this resolution, attached hereto and incorporated herein as though set forth at length; and be it further

RESOLVED, that the attached pay schedules will be posted at MTC's offices or immediately accessible for public review during normal business hours or posted on MTC's internet site.

METROPOLITAN TRANSPORTATION COMMISSION

Jake Mackenzie, Chair

The above resolution was entered into by the Metropolitan Transportation Commission at a regular meeting of the Commission held in San Francisco, California on June 28, 2017.

Pay Schedule for CSR Represented Employees and Confidential Employees - 1248 Hours Annually
Fiscal Year 2017-18, Effective July 1, 2017

CLASS/POSITION	GRADE	STEP A	STEP A1	STEP B	STEP B1	STEP C	STEP C1	STEP D	STEP D1	STEP E	STEP E1	STEP F	PAY TYPES
TECHNICIAN	V	\$31.1802	\$31.9598	\$32.7587	\$33.5777	\$34.4172	\$35.2776	\$36.1595	\$37.0634	\$37.9901	\$38.9399	\$39.9133	HOURLY BASE RATE
		\$1,496.65	\$1,534.07	\$1,572.42	\$1,611.73	\$1,652.02	\$1,693.32	\$1,735.66	\$1,779.04	\$1,823.53	\$1,869.11	\$1,915.84	BI-WEEKLY
		\$3,242.75	\$3,323.82	\$3,406.91	\$3,492.08	\$3,579.39	\$3,668.87	\$3,760.59	\$3,854.60	\$3,950.97	\$4,049.75	\$4,150.99	MONTHLY
		\$38,912.94	\$39,885.83	\$40,882.91	\$41,904.97	\$42,952.63	\$44,026.41	\$45,127.08	\$46,255.16	\$47,411.66	\$48,596.97	\$49,811.86	ANNUAL
Legal Assistant I													
Purchasing/Procurement Specialist													
Building Services Assistant II													
Human Resources Technician													
Executive Assistant I													
Finance Technician I													
GIS Planner/Analyst I													
Graphic Artist I													
Library Technician II													
Public Info/Outreach Technician II													
Planning Technician													
Program Technician													
JUNIOR	VI	\$34.3940	\$35.2538	\$36.1352	\$37.0386	\$37.9647	\$38.9136	\$39.8866	\$40.8836	\$41.9056	\$42.9533	\$44.0271	HOURLY BASE RATE
		\$1,650.91	\$1,692.18	\$1,734.49	\$1,777.85	\$1,822.30	\$1,867.85	\$1,914.56	\$1,962.41	\$2,011.47	\$2,061.76	\$2,113.30	BI-WEEKLY
		\$3,576.97	\$3,666.39	\$3,758.06	\$3,852.01	\$3,948.33	\$4,047.02	\$4,148.20	\$4,251.90	\$4,358.19	\$4,467.14	\$4,578.82	MONTHLY
		\$42,923.69	\$43,996.71	\$45,096.74	\$46,224.17	\$47,379.91	\$48,564.19	\$49,778.44	\$51,022.78	\$52,298.23	\$53,605.70	\$54,945.82	ANNUAL
Executive Assistant II													
Legal Assistant II													
Contract Assistant													
Assistant Building Engineer													
Human Resources Analyst I													
Information Systems Specialist I													
Systems Analyst I													
Junior Financial Analyst													
Accountant/Auditor I													
Finance Technician II													
GIS Planner/Analyst II													
Graphic Artist II													
Librarian I													
Junior Planner/Analyst													
Junior Program Coordinator													

Pay Schedule for CSR Represented Employees and Confidential Employees - 1560 Hours Annually
Fiscal Year 2017-2018, Effective July 1, 2017

CLASS/POSITION	GRADE	STEP A	STEP A1	STEP B	STEP B1	STEP C	STEP C1	STEP D	STEP D1	STEP E	STEP E1	STEP F	PAY TYPES
ADMINISTRATOR/TECHNICIAN	IV	\$28.3382	\$29.0467	\$29.7730	\$30.5172	\$31.2803	\$32.0622	\$32.8638	\$33.6854	\$34.5276	\$35.3907	\$36.2756	HOURLY BASE RATE
		\$1,700.29	\$1,742.80	\$1,786.38	\$1,831.03	\$1,876.82	\$1,923.73	\$1,971.83	\$2,021.13	\$2,071.65	\$2,123.44	\$2,176.53	BI-WEEKLY
		\$3,683.97	\$3,776.07	\$3,870.49	\$3,967.24	\$4,066.44	\$4,168.08	\$4,272.29	\$4,379.11	\$4,488.58	\$4,600.80	\$4,715.82	MONTHLY
		\$44,207.63	\$45,312.81	\$46,445.85	\$47,606.90	\$48,797.23	\$50,017.02	\$51,267.54	\$52,549.27	\$53,863.01	\$55,209.56	\$56,589.88	ANNUAL
Administrative Assistant III													
Purchasing Technician													
GSU Assistant III													
Building Services Assistant I													
Information Systems Technician I													
Accounting Assistant III													
Library Technician I													
Public Info & Outreach Technician I													
TECHNICIAN	V	\$31.1802	\$31.9598	\$32.7587	\$33.5777	\$34.4172	\$35.2776	\$36.1595	\$37.0634	\$37.9901	\$38.9399	\$39.9133	HOURLY BASE RATE
		\$1,870.81	\$1,917.59	\$1,965.52	\$2,014.66	\$2,065.03	\$2,116.65	\$2,169.57	\$2,223.81	\$2,279.41	\$2,336.39	\$2,394.80	BI-WEEKLY
		\$4,053.43	\$4,154.77	\$4,258.64	\$4,365.10	\$4,474.23	\$4,586.08	\$4,700.74	\$4,818.25	\$4,938.71	\$5,062.18	\$5,188.74	MONTHLY
		\$48,641.18	\$49,857.28	\$51,103.64	\$52,381.21	\$53,690.79	\$55,033.01	\$56,408.86	\$57,818.95	\$59,264.58	\$60,746.21	\$62,264.83	ANNUAL
Executive Assistant I													
Legal Assistant I													
Purchasing/Procurement Specialist													
Building Services Assistant II													
Human Resources Technician													
Information Systems Technician II													
Finance Technician I													
GIS Planner/Analyst I													
Graphic Artist I													
Library Technician II													
Public Info & Outreach Technician II													
Planning Technician													
Program Technician													
JUNIOR	VI	\$34.3940	\$35.2538	\$36.1352	\$37.0386	\$37.9647	\$38.9136	\$39.8866	\$40.8836	\$41.9056	\$42.9533	\$44.0271	HOURLY BASE RATE
		\$2,063.64	\$2,115.23	\$2,168.11	\$2,222.32	\$2,277.88	\$2,334.82	\$2,393.19	\$2,453.02	\$2,514.34	\$2,577.20	\$2,641.63	BI-WEEKLY
		\$4,471.22	\$4,582.99	\$4,697.58	\$4,815.02	\$4,935.41	\$5,058.77	\$5,185.25	\$5,314.87	\$5,447.73	\$5,583.93	\$5,723.52	MONTHLY
		\$53,654.61	\$54,995.88	\$56,370.92	\$57,780.22	\$59,224.88	\$60,705.24	\$62,223.05	\$63,778.47	\$65,372.79	\$67,007.12	\$68,682.27	ANNUAL
Executive Assistant II													
Legal Assistant II													
Contract Assistant													

Pay Schedule for CSR Represented Employees and Confidential Employees - 1560 Hours Annually
Fiscal Year 2017-2018, Effective July 1, 2017

CLASS/POSITION	GRADE	STEP A	STEP A1	STEP B	STEP B1	STEP C	STEP C1	STEP D	STEP D1	STEP E	STEP E1	STEP F	PAY TYPES
Assistant Building Engineer													
Human Resources Analyst I													
Information Systems Specialist I													
Systems Analyst I													
Junior Financial Analyst													
Accountant/Auditor I													
Finance Technician II													
GIS Planner/Analyst II													
Graphic Artist II													
Librarian I													
Junior Public Info/Outreach Analyst													
Junior Planner/Analyst													
Junior Program Coordinator													
ASSISTANT	VII	\$39.6566	\$40.6480	\$41.6642	\$42.7058	\$43.7735	\$44.8678	\$45.9894	\$47.1393	\$48.3177	\$49.5255	\$50.7637	HOURLY BASE RATE
		\$2,379.40	\$2,438.88	\$2,499.85	\$2,562.35	\$2,626.41	\$2,692.07	\$2,759.37	\$2,828.36	\$2,899.06	\$2,971.53	\$3,045.82	BI-WEEKLY
		\$5,155.36	\$5,284.24	\$5,416.35	\$5,551.76	\$5,690.55	\$5,832.81	\$5,978.63	\$6,128.10	\$6,281.30	\$6,438.32	\$6,599.28	MONTHLY
		\$61,864.36	\$63,410.83	\$64,996.18	\$66,621.07	\$68,286.61	\$69,993.77	\$71,743.50	\$73,537.25	\$75,375.65	\$77,259.83	\$79,191.39	ANNUAL
Executive Assistant III													
Legal Assistant III													
Contract Specialist													
Building Engineer													
Human Resources Analyst II													
Information Systems Specialist II													
Systems Analyst II													
Assistant Financial Analyst													
Accountant/Auditor II													
GIS Planner/Analyst III													
Graphic Artist III													
Librarian II													
Assistant Public Info/Outreach Analyst													
Assistant Legislative Analyst													
Assistant Planner/Analyst													
Assistant Program Coordinator													

Pay Schedule for CSR Represented Employees and Confidential Employees - 1560 Hours Annually
Fiscal Year 2017-2018, Effective July 1, 2017

CLASS/POSITION	GRADE	STEP A	STEP A1	STEP B	STEP B1	STEP C	STEP C1	STEP D	STEP D1	STEP E	STEP E1	STEP F	PAY TYPES
ASSOCIATE	VIII(a)	\$45.7208	\$46.8638	\$48.0354	\$49.2362	\$50.4672	\$51.7290	\$53.0221	\$54.3476	\$55.7065	\$57.0991	\$58.5265	HOURLY BASE RATE
		\$2,743.25	\$2,811.83	\$2,882.12	\$2,954.17	\$3,028.03	\$3,103.74	\$3,181.33	\$3,260.86	\$3,342.39	\$3,425.94	\$3,511.59	BI-WEEKLY
		\$5,943.71	\$6,092.29	\$6,244.60	\$6,400.71	\$6,560.74	\$6,724.77	\$6,892.88	\$7,065.19	\$7,241.84	\$7,422.88	\$7,608.45	MONTHLY
		\$71,324.47	\$73,107.50	\$74,935.18	\$76,808.47	\$78,728.83	\$80,697.19	\$82,714.54	\$84,782.30	\$86,902.09	\$89,074.53	\$91,301.38	ANNUAL
Contract Administrator													
Building Administrator													
Human Resources Analyst III													
Information Systems Specialist III													
Systems Analyst III													
Associate Financial Analyst													
Accountant/Auditor III													
GIS Coordinator													
Graphic Artist Coordinator													
Head Librarian													
Associate Public Info/Outreach Analyst													
Associate Legislative Analyst													
Associate Planner/Analyst													
Associate Program Coordinator													
SENIOR	VIII(b)	\$48.0354	\$49.2362	\$50.4672	\$51.7290	\$53.0221	\$54.3476	\$55.7065	\$57.0991	\$58.5265	\$59.9897	\$61.4894	HOURLY BASE RATE
		\$2,882.12	\$2,954.17	\$3,028.03	\$3,103.74	\$3,181.33	\$3,260.86	\$3,342.39	\$3,425.95	\$3,511.59	\$3,599.38	\$3,689.36	BI-WEEKLY
		\$6,244.60	\$6,400.71	\$6,560.74	\$6,724.77	\$6,892.87	\$7,065.19	\$7,241.85	\$7,422.88	\$7,608.45	\$7,798.66	\$7,993.62	MONTHLY
		\$74,935.22	\$76,808.47	\$78,728.83	\$80,697.24	\$82,714.48	\$84,782.26	\$86,902.14	\$89,074.60	\$91,301.34	\$93,583.93	\$95,923.46	ANNUAL
Contract Administrator													
Building Administrator													
Human Resources Analyst III													
Information Systems Specialist III													
Systems Analyst III													
Senior Financial Analyst													
Accountant/Auditor III													
GIS Coordinator													
Graphic Artist Coordinator													
Head Librarian													
Senior Public Info/Outreach Analyst													
Senior Legislative Analyst													
Senior Planner/Analyst													
Senior Program Coordinator													

Pay Schedule for CSR Represented Employees and Confidential Employees - 1872 Hours Annually
Fiscal Year 2017-2018, Effective July 1, 2017

CLASS/POSITION	GRADE	STEP A	STEP A1	STEP B	STEP B1	STEP C	STEP C1	STEP D	STEP D1	STEP E	STEP E1	STEP F	PAY TYPES
ADMINISTRATOR I	I	\$20.5884	\$21.1032	\$21.6307	\$22.1716	\$22.7258	\$23.2940	\$23.8764	\$24.4733	\$25.0851	\$25.7122	\$26.3551	HOURLY BASE RATE
		\$1,482.37	\$1,519.43	\$1,557.41	\$1,596.35	\$1,636.26	\$1,677.17	\$1,719.10	\$1,762.08	\$1,806.13	\$1,851.28	\$1,897.56	BI-WEEKLY
		\$3,211.80	\$3,292.10	\$3,374.40	\$3,458.76	\$3,545.22	\$3,633.86	\$3,724.71	\$3,817.83	\$3,913.27	\$4,011.10	\$4,111.39	MONTHLY
		\$38,541.55	\$39,505.15	\$40,492.76	\$41,505.15	\$42,542.69	\$43,606.36	\$44,696.53	\$45,813.98	\$46,959.28	\$48,133.19	\$49,336.69	ANNUAL
Intern													
ADMINISTRATOR II	II	\$23.3858	\$23.9703	\$24.5696	\$25.1840	\$25.8135	\$26.4589	\$27.1205	\$27.7984	\$28.4935	\$29.2059	\$29.9359	HOURLY BASE RATE
		\$1,683.78	\$1,725.86	\$1,769.01	\$1,813.25	\$1,858.58	\$1,905.04	\$1,952.67	\$2,001.49	\$2,051.53	\$2,102.83	\$2,155.39	BI-WEEKLY
		\$3,648.19	\$3,739.37	\$3,832.86	\$3,928.70	\$4,026.91	\$4,127.59	\$4,230.79	\$4,336.56	\$4,444.98	\$4,556.12	\$4,670.00	MONTHLY
		\$43,778.26	\$44,872.47	\$45,994.33	\$47,144.43	\$48,322.96	\$49,531.06	\$50,769.51	\$52,038.69	\$53,339.75	\$54,673.47	\$56,040.02	ANNUAL
Administrative Assistant I GSU Assistant I Accounting Assistant I													
ADMINISTRATOR III	III	\$25.7694	\$26.4137	\$27.0741	\$27.7508	\$28.4447	\$29.1558	\$29.8846	\$30.6317	\$31.3975	\$32.1824	\$32.9869	HOURLY BASE RATE
		\$1,855.40	\$1,901.78	\$1,949.33	\$1,998.06	\$2,048.02	\$2,099.22	\$2,151.69	\$2,205.49	\$2,260.62	\$2,317.14	\$2,375.06	BI-WEEKLY
		\$4,020.03	\$4,120.53	\$4,223.56	\$4,329.13	\$4,437.38	\$4,548.31	\$4,662.00	\$4,778.55	\$4,898.02	\$5,020.46	\$5,145.96	MONTHLY
		\$48,240.37	\$49,446.36	\$50,682.69	\$51,949.57	\$53,248.52	\$54,579.74	\$55,943.99	\$57,342.62	\$58,776.21	\$60,245.53	\$61,751.53	ANNUAL
Administrative Assistant II GSU Assistant II Accounting Assistant II													
ADMINISTRATOR/TECHNICIAN	IV	\$28.3382	\$29.0467	\$29.7730	\$30.5172	\$31.2803	\$32.0622	\$32.8638	\$33.6854	\$34.5276	\$35.3907	\$36.2756	HOURLY BASE RATE
		\$2,040.35	\$2,091.36	\$2,143.65	\$2,197.24	\$2,252.18	\$2,308.48	\$2,366.19	\$2,425.35	\$2,485.98	\$2,548.13	\$2,611.84	BI-WEEKLY
		\$4,420.76	\$4,531.28	\$4,644.59	\$4,760.69	\$4,879.72	\$5,001.70	\$5,126.75	\$5,254.93	\$5,386.30	\$5,520.96	\$5,658.99	MONTHLY
		\$53,049.15	\$54,375.38	\$55,735.02	\$57,128.28	\$58,556.68	\$60,020.42	\$61,521.04	\$63,059.12	\$64,635.61	\$66,251.47	\$67,907.86	ANNUAL
Administrative Assistant III Purchasing Technician GSU Assistant III Building Services Assistant I Information Systems Technician I Accounting Assistant III Library Technician I Public Info & Outreach Technician I													

Pay Schedule for CSR Represented Employees and Confidential Employees - 1872 Hours Annually
Fiscal Year 2017-2018, Effective July 1, 2017

CLASS/POSITION	GRADE	STEP A	STEP A1	STEP B	STEP B1	STEP C	STEP C1	STEP D	STEP D1	STEP E	STEP E1	STEP F	PAY TYPES
TECHNICIAN	V	\$31.1802	\$31.9598	\$32.7587	\$33.5777	\$34.4172	\$35.2776	\$36.1595	\$37.0634	\$37.9901	\$38.9399	\$39.9133	HOURLY BASE RATE
		\$2,244.98	\$2,301.11	\$2,358.63	\$2,417.59	\$2,478.04	\$2,539.99	\$2,603.49	\$2,668.57	\$2,735.29	\$2,803.67	\$2,873.76	BI-WEEKLY
		\$4,864.12	\$4,985.73	\$5,110.36	\$5,238.12	\$5,369.08	\$5,503.30	\$5,640.89	\$5,781.89	\$5,926.46	\$6,074.62	\$6,226.48	MONTHLY
		\$58,369.41	\$59,828.74	\$61,324.37	\$62,857.45	\$64,428.94	\$66,039.62	\$67,690.63	\$69,382.74	\$71,117.49	\$72,895.46	\$74,717.79	ANNUAL
Executive Assistant I													
Legal Assistant I													
Purchasing/Procurement Specialist													
Building Services Assistant II													
Human Resources Technician													
Information Systems Technician II													
Finance Technician I													
GIS Planner/Analyst I													
Graphic Artist I													
Library Technician II													
Public Info & Outreach Technician II													
Planning Technician													
Program Technician													
JUNIOR	VI	\$34.3940	\$35.2538	\$36.1352	\$37.0386	\$37.9647	\$38.9136	\$39.8866	\$40.8836	\$41.9056	\$42.9533	\$44.0271	HOURLY BASE RATE
		\$2,476.37	\$2,538.27	\$2,601.73	\$2,666.78	\$2,733.46	\$2,801.78	\$2,871.83	\$2,943.62	\$3,017.21	\$3,092.64	\$3,169.95	BI-WEEKLY
		\$5,365.46	\$5,499.59	\$5,637.09	\$5,778.02	\$5,922.49	\$6,070.52	\$6,222.31	\$6,377.85	\$6,537.28	\$6,700.71	\$6,868.23	MONTHLY
		\$64,385.54	\$65,995.06	\$67,645.11	\$69,336.26	\$71,069.86	\$72,846.29	\$74,667.66	\$76,534.17	\$78,447.35	\$80,408.55	\$82,418.72	ANNUAL
Executive Assistant II													
Legal Assistant II													
Contract Assistant													
Assistant Building Engineer													
Human Resources Analyst I													
Information Systems Specialist I													
Systems Analyst I													
Junior Financial Analyst													
Accountant/Auditor I													
Finance Technician II													
GIS Planner/Analyst II													
Graphic Artist II													
Librarian I													
Junior Public Info/Outreach Analyst													
Junior Planner/Analyst													
Junior Program Coordinator													

Pay Schedule for CSR Represented Employees and Confidential Employees - 1872 Hours Annually
Fiscal Year 2017-2018, Effective July 1, 2017

CLASS/POSITION	GRADE	STEP A	STEP A1	STEP B	STEP B1	STEP C	STEP C1	STEP D	STEP D1	STEP E	STEP E1	STEP F	PAY TYPES
ASSISTANT	VII	\$39.6566	\$40.6480	\$41.6642	\$42.7058	\$43.7735	\$44.8678	\$45.9894	\$47.1393	\$48.3177	\$49.5255	\$50.7637	HOURLY BASE RATE
		\$2,855.28	\$2,926.65	\$2,999.82	\$3,074.82	\$3,151.69	\$3,230.48	\$3,311.24	\$3,394.03	\$3,478.88	\$3,565.84	\$3,654.99	BI-WEEKLY
		\$6,186.44	\$6,341.08	\$6,499.62	\$6,662.11	\$6,828.66	\$6,999.38	\$7,174.35	\$7,353.72	\$7,537.57	\$7,725.98	\$7,919.14	MONTHLY
		\$74,237.24	\$76,092.99	\$77,995.42	\$79,945.28	\$81,943.93	\$83,992.52	\$86,092.20	\$88,244.70	\$90,450.78	\$92,711.80	\$95,029.66	ANNUAL
Executive Assistant III													
Legal Assistant III													
Contract Specialist													
Building Engineer													
Human Resources Analyst II													
Information Systems Specialist II													
Systems Analyst II													
Assistant Financial Analyst													
Accountant/Auditor II													
GIS Planner/Analyst III													
Graphic Artist III													
Librarian II													
Assistant Public Info/Outreach Analyst													
Assistant Legislative Analyst													
Assistant Planner/Analyst													
Assistant Program Coordinator													
ASSOCIATE	VIII(a)	\$45.7208	\$46.8638	\$48.0354	\$49.2362	\$50.4672	\$51.7290	\$53.0221	\$54.3476	\$55.7065	\$57.0991	\$58.5265	HOURLY BASE RATE
		\$3,291.90	\$3,374.19	\$3,458.55	\$3,545.01	\$3,633.64	\$3,724.49	\$3,817.59	\$3,913.03	\$4,010.87	\$4,111.13	\$4,213.91	BI-WEEKLY
		\$7,132.45	\$7,310.75	\$7,493.52	\$7,680.85	\$7,872.88	\$8,069.72	\$8,271.45	\$8,478.23	\$8,690.21	\$8,907.45	\$9,130.14	MONTHLY
		\$85,589.37	\$87,729.00	\$89,922.21	\$92,170.17	\$94,474.59	\$96,836.63	\$99,257.45	\$101,738.76	\$104,282.50	\$106,889.43	\$109,561.66	ANNUAL
Contract Administrator													
Building Administrator													
Human Resources Analyst III													
Information Systems Specialist III													
Systems Analyst III													
Associate Financial Analyst													
Accountant/Auditor III													
GIS Coordinator													
Graphic Artist Coordinator													
Head Librarian													
Associate Public Info/Outreach Analyst													
Associate Legislative Analyst													
Associate Planner/Analyst													
Associate Program Coordinator													

Pay Schedule for CSR Represented Employees and Confidential Employees - 1872 Hours Annually
Fiscal Year 2017-2018, Effective July 1, 2017

CLASS/POSITION	GRADE	STEP A	STEP A1	STEP B	STEP B1	STEP C	STEP C1	STEP D	STEP D1	STEP E	STEP E1	STEP F	PAY TYPES
SENIOR	VIII(b)	\$48.0354	\$49.2362	\$50.4672	\$51.7290	\$53.0221	\$54.3476	\$55.7065	\$57.0991	\$58.5265	\$59.9897	\$61.4894	HOURLY BASE RATE
		\$3,458.55	\$3,545.01	\$3,633.64	\$3,724.49	\$3,817.59	\$3,913.03	\$4,010.87	\$4,111.14	\$4,213.91	\$4,319.26	\$4,427.24	BI-WEEKLY
		\$7,493.52	\$7,680.85	\$7,872.88	\$8,069.72	\$8,271.45	\$8,478.23	\$8,690.21	\$8,907.46	\$9,130.13	\$9,358.39	\$9,592.35	MONTHLY
		\$89,922.27	\$92,170.17	\$94,474.60	\$96,836.69	\$99,257.37	\$101,738.71	\$104,282.57	\$106,889.52	\$109,561.61	\$112,300.72	\$115,108.16	ANNUAL
Contract Administrator													
Building Administrator													
Human Resources Analyst III													
Information Systems Specialist III													
Systems Analyst III													
Senior Financial Analyst													
Accountant/Auditor III													
GIS Coordinator													
Graphic Artist Coordinator													
Head Librarian													
Senior Public Info/Outreach Analyst													
Senior Legislative Analyst													
Senior Planner/Analyst													
Senior Program Coordinator													
PRINCIPAL	IX	\$55.9796	\$57.3792	\$58.8135	\$60.2838	\$61.7910	\$63.3357	\$64.9190	\$66.5419	\$68.2055	\$69.9106	\$71.6584	HOURLY BASE RATE
		\$4,030.53	\$4,131.30	\$4,234.57	\$4,340.43	\$4,448.95	\$4,560.17	\$4,674.17	\$4,791.02	\$4,910.80	\$5,033.56	\$5,159.41	BI-WEEKLY
		\$8,732.82	\$8,951.15	\$9,174.91	\$9,404.27	\$9,639.39	\$9,880.37	\$10,127.37	\$10,380.54	\$10,640.06	\$10,906.06	\$11,178.71	MONTHLY
		\$104,793.78	\$107,413.77	\$110,098.87	\$112,851.20	\$115,672.66	\$118,564.43	\$121,528.41	\$124,566.53	\$127,680.70	\$130,872.67	\$134,144.53	ANNUAL
Contract Manager													
Building Manager													
Principal Information Systems Manager													
Principal Systems Manager													
Revenue & Budget Manager													
Principal Financial Analyst													
Accounting Manager													
GIS Principal													
Prinicpal Public Info/Outreach Analyst													
Principal Legislative Analyst													
Principal Planner/Analyst													
Principal Program Coordinator													

Pay Schedule for CSR Represented Employees and Confidential Employees - 2080 Hours Annually
Fiscal Year 2017-2018, Effective July 1, 2017

CLASS/POSITION	GRADE	STEP A	STEP A1	STEP B	STEP B1	STEP C	STEP C1	STEP D	STEP D1	STEP E	STEP E1	STEP F	PAY TYPES
ADMINISTRATOR I	I	\$20.5884	\$21.1032	\$21.6307	\$22.1716	\$22.7258	\$23.2940	\$23.8764	\$24.4733	\$25.0851	\$25.7122	\$26.3551	HOURLY BASE RATE
		\$1,647.07	\$1,688.25	\$1,730.46	\$1,773.72	\$1,818.06	\$1,863.52	\$1,910.11	\$1,957.86	\$2,006.81	\$2,056.97	\$2,108.41	BI-WEEKLY
		\$3,568.66	\$3,657.88	\$3,749.33	\$3,843.07	\$3,939.14	\$4,037.63	\$4,138.57	\$4,242.04	\$4,348.08	\$4,456.78	\$4,568.21	MONTHLY
		\$42,823.94	\$43,894.61	\$44,991.96	\$46,116.83	\$47,269.66	\$48,451.51	\$49,662.82	\$50,904.42	\$52,176.98	\$53,481.33	\$54,818.54	ANNUAL
Intern													
ADMINISTRATOR II	II	\$23.3858	\$23.9703	\$24.5696	\$25.1840	\$25.8135	\$26.4589	\$27.1205	\$27.7984	\$28.4935	\$29.2059	\$29.9359	HOURLY BASE RATE
		\$1,870.87	\$1,917.63	\$1,965.57	\$2,014.72	\$2,065.08	\$2,116.71	\$2,169.64	\$2,223.88	\$2,279.48	\$2,336.47	\$2,394.87	BI-WEEKLY
		\$4,053.54	\$4,154.86	\$4,258.73	\$4,365.23	\$4,474.35	\$4,586.21	\$4,700.88	\$4,818.40	\$4,938.87	\$5,062.36	\$5,188.89	MONTHLY
		\$48,642.51	\$49,858.30	\$51,104.81	\$52,382.70	\$53,692.17	\$55,034.51	\$56,410.56	\$57,820.76	\$59,266.39	\$60,748.29	\$62,266.69	ANNUAL
Administrative Assistant I GSU Assistant I Accounting Assistant I													
ADMINISTRATOR III	III	\$25.7694	\$26.4137	\$27.0741	\$27.7508	\$28.4447	\$29.1558	\$29.8846	\$30.6317	\$31.3975	\$32.1824	\$32.9869	HOURLY BASE RATE
		\$2,061.55	\$2,113.09	\$2,165.93	\$2,220.07	\$2,275.58	\$2,332.47	\$2,390.77	\$2,450.54	\$2,511.80	\$2,574.60	\$2,638.95	BI-WEEKLY
		\$4,466.70	\$4,578.37	\$4,692.84	\$4,810.15	\$4,930.42	\$5,053.68	\$5,180.00	\$5,309.50	\$5,442.24	\$5,578.29	\$5,717.73	MONTHLY
		\$53,600.41	\$54,940.40	\$56,314.10	\$57,721.74	\$59,165.02	\$60,644.15	\$62,159.99	\$63,714.03	\$65,306.90	\$66,939.47	\$68,612.81	ANNUAL
Administrative Assistant II GSU Assistant II Accounting Assistant II													
ADMINISTRATOR/TECHNICIAN	IV	\$28.3382	\$29.0467	\$29.7730	\$30.5172	\$31.2803	\$32.0622	\$32.8638	\$33.6854	\$34.5276	\$35.3907	\$36.2756	HOURLY BASE RATE
		\$2,267.06	\$2,323.73	\$2,381.84	\$2,441.38	\$2,502.42	\$2,564.98	\$2,629.10	\$2,694.83	\$2,762.21	\$2,831.26	\$2,902.05	BI-WEEKLY
		\$4,911.96	\$5,034.76	\$5,160.65	\$5,289.66	\$5,421.91	\$5,557.45	\$5,696.39	\$5,838.81	\$5,984.78	\$6,134.40	\$6,287.76	MONTHLY
		\$58,943.50	\$60,417.09	\$61,927.80	\$63,475.86	\$65,062.98	\$66,689.36	\$68,356.72	\$70,065.69	\$71,817.34	\$73,612.74	\$75,453.17	ANNUAL
Administrative Assistant III Purchasing Technician GSU Assistant III Building Services Assistant I Information Systems Technician I Accounting Assistant III Library Technician I Public Info & Outreach Technician I													

Pay Schedule for CSR Represented Employees and Confidential Employees - 2080 Hours Annually
Fiscal Year 2017-2018, Effective July 1, 2017

CLASS/POSITION	GRADE	STEP A	STEP A1	STEP B	STEP B1	STEP C	STEP C1	STEP D	STEP D1	STEP E	STEP E1	STEP F	PAY TYPES
TECHNICIAN	V	\$31.1802	\$31.9598	\$32.7587	\$33.5777	\$34.4172	\$35.2776	\$36.1595	\$37.0634	\$37.9901	\$38.9399	\$39.9133	HOURLY BASE RATE
		\$2,494.42	\$2,556.78	\$2,620.70	\$2,686.22	\$2,753.37	\$2,822.21	\$2,892.76	\$2,965.07	\$3,039.21	\$3,115.19	\$3,193.07	BI-WEEKLY
		\$5,404.58	\$5,539.70	\$5,678.18	\$5,820.13	\$5,965.64	\$6,114.78	\$6,267.65	\$6,424.33	\$6,584.95	\$6,749.58	\$6,918.31	MONTHLY
		\$64,854.90	\$66,476.38	\$68,138.19	\$69,841.61	\$71,587.71	\$73,377.35	\$75,211.81	\$77,091.93	\$79,019.43	\$80,994.95	\$83,019.77	ANNUAL
Executive Assistant I													
Legal Assistant I													
Purchasing/Procurement Specialist													
Building Services Assistant II													
Human Resources Technician													
Information Systems Technician II													
Finance Technician I													
GIS Planner/Analyst I													
Graphic Artist I													
Library Technician II													
Public Info & Outreach Technician II													
Planning Technician													
Program Technician													
JUNIOR	VI	\$34.3940	\$35.2538	\$36.1352	\$37.0386	\$37.9647	\$38.9136	\$39.8866	\$40.8836	\$41.9056	\$42.9533	\$44.0271	HOURLY BASE RATE
		\$2,751.52	\$2,820.30	\$2,890.82	\$2,963.09	\$3,037.17	\$3,113.09	\$3,190.93	\$3,270.69	\$3,352.45	\$3,436.26	\$3,522.17	BI-WEEKLY
		\$5,961.62	\$6,110.65	\$6,263.44	\$6,420.02	\$6,580.54	\$6,745.03	\$6,913.67	\$7,086.50	\$7,263.64	\$7,445.24	\$7,631.36	MONTHLY
		\$71,539.48	\$73,327.84	\$75,161.23	\$77,040.29	\$78,966.51	\$80,940.32	\$82,964.07	\$85,037.97	\$87,163.72	\$89,342.83	\$91,576.36	ANNUAL
Executive Assistant II													
Legal Assistant II													
Contract Assistant													
Assistant Building Engineer													
Human Resources Analyst I													
Information Systems Specialist I													
Systems Analyst I													
Junior Financial Analyst													
Accountant/Auditor I													
Finance Technician II													
GIS Planner/Analyst II													
Graphic Artist II													
Librarian I													
Junior Public Info/Outreach Analyst													
Junior Planner/Analyst													
Junior Program Coordinator													

Pay Schedule for CSR Represented Employees and Confidential Employees - 2080 Hours Annually
Fiscal Year 2017-2018, Effective July 1, 2017

CLASS/POSITION	GRADE	STEP A	STEP A1	STEP B	STEP B1	STEP C	STEP C1	STEP D	STEP D1	STEP E	STEP E1	STEP F	PAY TYPES
ASSISTANT	VII	\$39.6566	\$40.6480	\$41.6642	\$42.7058	\$43.7735	\$44.8678	\$45.9894	\$47.1393	\$48.3177	\$49.5255	\$50.7637	HOURLY BASE RATE
		\$3,172.53	\$3,251.84	\$3,333.14	\$3,416.47	\$3,501.88	\$3,589.42	\$3,679.15	\$3,771.14	\$3,865.42	\$3,962.04	\$4,061.10	BI-WEEKLY
		\$6,873.82	\$7,045.65	\$7,221.80	\$7,402.34	\$7,587.40	\$7,777.09	\$7,971.50	\$8,170.81	\$8,375.07	\$8,584.43	\$8,799.04	MONTHLY
		\$82,485.82	\$84,547.77	\$86,661.57	\$88,828.09	\$91,048.82	\$93,325.03	\$95,658.00	\$98,049.67	\$100,500.87	\$103,013.11	\$105,588.52	ANNUAL
Executive Assistant III													
Legal Assistant III													
Contract Specialist													
Building Engineer													
Human Resources Analyst II													
Information Systems Specialist II													
Systems Analyst II													
Assistant Financial Analyst													
Accountant/Auditor II													
GIS Planner/Analyst III													
Graphic Artist III													
Librarian II													
Assistant Public Info/Outreach Analyst													
Assistant Legislative Analyst													
Assistant Planner/Analyst													
Assistant Program Coordinator													
ASSOCIATE	VIII(a)	\$45.7208	\$46.8638	\$48.0354	\$49.2362	\$50.4672	\$51.7290	\$53.0221	\$54.3476	\$55.7065	\$57.0991	\$58.5265	HOURLY BASE RATE
		\$3,657.67	\$3,749.10	\$3,842.83	\$3,938.90	\$4,037.38	\$4,138.32	\$4,241.77	\$4,347.81	\$4,456.52	\$4,567.92	\$4,682.12	BI-WEEKLY
		\$7,924.94	\$8,123.06	\$8,326.13	\$8,534.27	\$8,747.65	\$8,966.35	\$9,190.50	\$9,420.26	\$9,655.79	\$9,897.17	\$10,144.60	MONTHLY
		\$95,099.30	\$97,476.66	\$99,913.57	\$102,411.30	\$104,971.77	\$107,596.26	\$110,286.05	\$113,043.07	\$115,869.45	\$118,766.03	\$121,735.18	ANNUAL
Contract Administrator													
Building Administrator													
Human Resources Analyst III													
Information Systems Specialist III													
Systems Analyst III													
Associate Financial Analyst													
Accountant/Auditor III													
GIS Coordinator													
Graphic Artist Coordinator													
Head Librarian													
Associate Public Info/Outreach Analyst													
Associate Legislative Analyst													
Associate Planner/Analyst													
Associate Program Coordinator													

Pay Schedule for CSR Represented Employees and Confidential Employees - 2080 Hours Annually
Fiscal Year 2017-2018, Effective July 1, 2017

CLASS/POSITION	GRADE	STEP A	STEP A1	STEP B	STEP B1	STEP C	STEP C1	STEP D	STEP D1	STEP E	STEP E1	STEP F	PAY TYPES
SENIOR	VIII(b)	\$48.0354	\$49.2362	\$50.4672	\$51.7290	\$53.0221	\$54.3476	\$55.7065	\$57.0991	\$58.5265	\$59.9897	\$61.4894	HOURLY BASE RATE
		\$3,842.83	\$3,938.90	\$4,037.38	\$4,138.32	\$4,241.77	\$4,347.81	\$4,456.52	\$4,567.92	\$4,682.12	\$4,799.18	\$4,919.15	BI-WEEKLY
		\$8,326.13	\$8,534.27	\$8,747.65	\$8,966.35	\$9,190.50	\$9,420.26	\$9,655.79	\$9,897.17	\$10,144.60	\$10,398.21	\$10,658.17	MONTHLY
		\$99,913.57	\$102,411.30	\$104,971.77	\$107,596.26	\$110,286.05	\$113,043.07	\$115,869.45	\$118,766.03	\$121,735.18	\$124,778.56	\$127,898.02	ANNUAL
Contract Administrator													
Building Administrator													
Human Resources Analyst III													
Information Systems Specialist III													
Systems Analyst III													
Senior Financial Analyst													
Accountant/Auditor III													
GIS Coordinator													
Graphic Artist Coordinator													
Head Librarian													
Senior Public Info/Outreach Analyst													
Senior Legislative Analyst													
Senior Planner/Analyst													
Senior Program Coordinator													
PRINCIPAL	IX	\$55.9796	\$57.3792	\$58.8135	\$60.2838	\$61.7910	\$63.3357	\$64.9190	\$66.5419	\$68.2055	\$69.9106	\$71.6584	HOURLY BASE RATE
		\$4,478.37	\$4,590.33	\$4,705.08	\$4,822.70	\$4,943.28	\$5,066.86	\$5,193.52	\$5,323.36	\$5,456.44	\$5,592.85	\$5,732.67	BI-WEEKLY
		\$9,703.13	\$9,945.72	\$10,194.34	\$10,449.18	\$10,710.43	\$10,978.19	\$11,252.63	\$11,533.94	\$11,822.29	\$12,117.84	\$12,420.79	MONTHLY
		\$116,437.54	\$119,348.64	\$122,332.08	\$125,390.22	\$128,525.18	\$131,738.25	\$135,031.56	\$138,407.25	\$141,867.45	\$145,414.08	\$149,049.48	ANNUAL
Contract Manager													
Building Manager													
Principal Information Systems Manager													
Principal Systems Manager													
Revenue & Budget Manager													
Principal Financial Analyst													
Accounting Manager													
GIS Principal													
Prinicpal Public Info/Outreach Analyst													
Principal Legislative Analyst													
Principal Planner/Analyst													
Principal Program Coordinator													

Salary Ranges For MTC Specific Executive Employees Fiscal Year 2017-18, Effective July 1, 2017				
CLASS/POSITION	GRADE	MIN	MAX	PAY TYPES
ASSOCIATE COUNSEL I/II EXECUTIVE ADMINISTRATIVE FINANCE ASSISTANT DIRECTOR	L/2	\$65.2090	\$86.8822	HOURLY BASE RATE
	X/B	\$5,216.72	\$6,950.58	BI-WEEKLY
	F/2	\$11,302.89	\$15,059.58	MONTHLY
		\$135,634.66	\$180,714.96	ANNUAL
Associate Counsel I Associate Counsel II Assistant Director BARC Director				
DEPUTY GENERAL COUNSEL EXECUTIVE MANAGEMENT DEPUTY FINANCIAL OFFICER	L/3	\$85.5596	\$106.3828	HOURLY BASE RATE
	X/A	\$6,844.77	\$8,510.62	BI-WEEKLY
	F/3	\$14,830.33	\$18,439.68	MONTHLY
		\$177,963.92	\$221,276.14	ANNUAL
Deputy General Counsel Senior Attorney Section Director Deputy Financial Officer				
SENIOR DEPUTY GENERAL COUNSEL	L/4	\$94.9050	\$110.9856	HOURLY BASE RATE
		\$7,592.40	\$8,878.85	BI-WEEKLY
		\$16,450.20	\$19,237.50	MONTHLY
		\$197,402.40	\$230,850.05	ANNUAL
Senior Deputy General Counsel				
DEPUTY EXECUTIVE DIRECTOR/ CHIEF FINANCIAL OFFICER	X/3-X/4	\$106.5465	\$127.3374	HOURLY BASE RATE
		\$8,523.72	\$10,186.99	BI-WEEKLY
		\$18,468.06	\$22,071.81	MONTHLY
		\$221,616.71	\$264,861.74	ANNUAL
Deputy Executive Director Chief Financial Officer				