



Metropolitan Transportation Commission

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

Meeting Agenda

Administration Committee

Committee Members:

Federal D. Glover, Chair Jeannie Bruins, Vice Chair

*Carol Dutra-Vernaci, Nick Josefowitz, Gina Papan,
Hillary Ronen, Libby Schaaf, Amy R. Worth*

Non-Voting Member: Tony Tavares

Wednesday, July 8, 2020

9:40 AM

Board Room - 1st Floor (REMOTE)

The Administration Committee is scheduled to meet on Wednesday, July 8, 2020 at 9:40 a.m. or immediately following the 9:35 a.m. BATA Oversight Committee meeting, in the Bay Area Metro Center (Remotely). In light of Governor Newsom's State of Emergency declaration regarding the COVID-19 outbreak and in accordance with Executive Order N-29-20 issued by Governor Newsom on March 17, 2020 and the Guidance for Gatherings issued by the California Department of Public Health, the meeting will be conducted via webcast, teleconference, and Zoom for committee, commission, or board members who will participate in the meeting from individual remote locations.

A Zoom panelist link for meeting participants will be sent separately to committee, commission, or board members.

The meeting webcast will be available at
<https://mtc.ca.gov/whats-happening/meetings/live-webcasts>.

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

Attendee Link: <https://bayareametro.zoom.us/j/95094805024>
Join by Telephone: 888 788 0099 (Toll Free) or 877 853 5247 (Toll Free)
Webinar ID: 950 9480 5024

Detailed instructions on participating via Zoom are available at:
<https://mtc.ca.gov/how-provide-public-comment-board-meeting-zoom>.

Committee members and members of the public participating by Zoom wishing to speak should use the "raise hand" feature or dial "*"9". In order to get the full Zoom experience, please make sure your application is up to date.

Members of the public may participate by phone or Zoom or may submit comments by email at info@bayareametro.gov by 5:00 p.m. the day before the scheduled meeting date. Please include the committee or board meeting name in the subject line. Due to the current circumstances there may be limited opportunity to address comments during the meeting. All comments received will be submitted into the record.

1. Call to Order / Roll Call / Confirm Quorum

Quorum: A quorum of this committee shall be a majority of its regular non-ex-officio voting members (5).

2. Consent Calendar

- 2a. [20-0871](#) Minutes of the June 10, 2020 meeting

Action: Committee Approval

Attachments: [2a 20-0871 Minutes of June 10 Meeting.pdf](#)

- 2b. [20-0872](#) Investment Report for April 2020

Action: Information

Presenter: Catherine Cam

Attachments: [2b 20-0872 Investment Report April 2020.pdf](#)

- 2c. [20-0895](#) Monthly Travel Report

Action: Information

Presenter: Raymond Woo

Attachments: [2c 20-0895 Monthly Travel Report.pdf](#)

- 2d. [20-0914](#) Funding Agreement Amendment - Regional Planning Coordination, Adapting to Rising Tides Program and Resilience Planning: Bay Conservation and Development Commission (\$227,052)

Action: Committee Approval

Presenter: Michael Germeraad

Attachments: [2d 20-0914 BCDC Funding Agreement Amendment.pdf](#)

3. Approval

- 3a. [20-0897](#) Partnership Agreement - Database Development and Training: Bay Area Air Quality Management District (\$300,000)

Accept \$300,000 in funding from the Air District for the Data and Visualization Unit of the Regional Planning Program to provide it with ongoing technical assistance and training on AB 617 projects and the Climate Program. Funding from the Air District will support one temporary employee position for one year within the Data and Visualization Unit.

Action: Committee Approval

Presenter: Kearey Smith and Phil Martien

Attachments: [3a 20-0897 BAAQMD Partnership Agreement.pdf](#)
[3a 20-0897 Presentation.pdf](#)

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

The next meeting of the Administration Committee is scheduled to be held on August 12, 2020 at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA 94105.

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 #: 20-0871 **Version:** 1 **Name:**
Type: Minutes **Status:** Consent
File created: 5/26/2020 **In control:** Administration Committee
On agenda: 7/8/2020 **Final action:**
Title: Minutes of the June 10, 2020 meeting
Sponsors:
Indexes:
Code sections:
Attachments: [2a 20-0871 Minutes of June 10 Meeting.pdf](#)

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

Subject:
Minutes of the June 10, 2020 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 Jeannie Bruins, Vice Chair

*Carol Dutra-Vernaci, Nick Josefowitz, Gina Papan,
Hillary Ronen, Libby Schaaf, Amy R. Worth
Non-Voting Member: Tony Tavares*

Wednesday, June 10, 2020

9:40 AM

Board Room - 1st Floor (REMOTE)

Call Remote Meeting to Order

1. Roll Call / Confirm Quorum

Present: 7 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Papan, Commissioner Ronen and Commissioner Worth

Absent: 1 - Commissioner Schaaf

Non-Voting Member Absent: Commissioner Tavares

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

Ad Hoc Non-Voting Members Present: Commissioner Connolly, Commissioner Cortese,
Commissioner Giacopini, Commissioner Mackenzie, and Commissioner Spering

2. Consent Calendar

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

Aye: 7 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Papan, Commissioner Ronen and Commissioner Worth

Absent: 1 - Commissioner Schaaf

2a. [20-0733](#) Minutes of the May 13, 2020 meeting

Action: Committee Approval

2b. [20-0734](#) Investment Report for March 2020

Action: Information

Presenter: Catherine Cam

2c. [20-0417](#) Monthly Travel Report

Action: Information

Presenter: Raymond Woo

2d. [20-0814](#) MTC Resolution No. 4370, Revised - FY 2019-20 Overall Work Program (OWP) Amendment. A request to refer MTC Resolution No. 4370, Revised, the MTC FY 2019-20 Overall Work Program (OWP), Amendment No. 4, approving a final revised allocation which includes a \$102,034 decrease in Federal Highway Administration Planning funds and a \$238,602 increase in Federal Transit Administration 5303 funds.

Action: Commission Approval

Presenter: Brian Mayhew

3. Approval

3a. [20-0427](#) MTC Resolution No. 4415 - MTC Agency FY 2020-21 Pay Schedules

A request that the Committee refer to the Commission for approval, MTC Resolution No. 4415, approving MTC's agency pay schedules for Committee for Staff Representation (CSR) represented employees, confidential employees, and for specific executive employees for FY 2020-21 to the Commission for approval, consistent with the requirements of California Code of Regulations Title 2, Section 570.5.

Action: Commission Approval

Presenter: Robin James

Upon the motion by Commissioner Bruins and the second by Commissioner Dutra-Vernaci, the Committee unanimously approved the referral of MTC Resolution No. 4415 to the Commission for approval. The motion carried by the following vote:

Aye: 7 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Papan, Commissioner Ronen and Commissioner Worth

Absent: 1 - Commissioner Schaaf

3b. [20-0846](#) MTC Resolution No. 4371, Revised - FY 2019-20 MTC Operating and Capital Budgets Amendment

A request to refer MTC Resolution No. 4371, Revised, the MTC FY 2019-20 Agency Budget, Amendment No. 4, approving a reduction in certain operating revenue and an increase in the reserve fund transfer of \$5.1 million to offset the operating shortfall.

Action: Commission Approval

Presenter: Brian Mayhew

Roland Lebrun was called to speak.

Rich Hedges was called to speak.

Upon the motion by Commissioner Papan and the second by Commissioner Worth, the Committee unanimously approved the referral of MTC Resolution No. 4371, Revised to the Commission for approval. The motion carried by the following vote:

Aye: 7 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Papan, Commissioner Ronen and Commissioner Worth

Absent: 1 - Commissioner Schaaf

3c. [20-0765](#) MTC Resolution No. 4422, FY 2020-21 MTC Operating and Capital Budgets

A request that the Committee refer to the Commission for approval, MTC Resolution No. 4422, the MTC FY 2020-21 Operating and Capital Budgets. The budget is balanced as submitted including a \$1.0 million transfer from the MTC Operating reserve to cover the revenue shortfall.

Action: Commission Approval

Presenter: Brian Mayhew

Upon the motion by Commissioner Worth and the second by Commissioner Dutra-Vernaci, the Committee unanimously approved the referral of MTC Resolution No. 4422 to the Commission for approval. The motion carried by the following vote:

Aye: 7 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Papan, Commissioner Ronen and Commissioner Worth

Absent: 1 - Commissioner Schaaf

4. Public Comment / Other Business

5. Adjournment / Next Meeting:

The next meeting of the Administration Committee is scheduled to be held on July 8, 2020 at 9:40 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA 94105.



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 20-0872 **Version:** 1 **Name:**
Type: Report **Status:** Informational
File created: 5/26/2020 **In control:** Administration Committee
On agenda: 7/8/2020 **Final action:**
Title: Investment Report for April 2020
Sponsors:
Indexes:
Code sections:
Attachments: [2b 20-0872 Investment Report April 2020.pdf](#)

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

Subject:
Investment Report for April 2020

Presenter:
Catherine Cam

Recommended Action:
Information

**Metropolitan Transportation Commission
Administration Committee**

July 8, 2020

Agenda Item 2b - 20-0872

Investment Report for April 2020

Subject: Investment Report for April 2020

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

Total funds under MTC management are just over \$3.2 billion. A breakdown by fund is as follows:

<u>Fund</u>	<u>Market Value (\$ million)</u>	<u>% of Total</u>
BATA Admin	\$ 894.4	27.8%
BATA Projects	200.9	6.3%
BATA Debt Payment	20.4	0.6%
BATA Debt Service Reserve	520.8	16.2%
BATA RM2	204.0	6.4%
BATA RM3	165.4	5.1%
MTC	339.1	10.6%
BART Car Exchange Program	401.4	12.5%
AB 1171	62.6	1.9%
FasTrak® (Customer Deposits)	145.2	4.5%
Clipper®	99.1	3.1%
BAHA	28.3	0.9%
SAFE	12.2	0.4%
BAIFA	118.5	3.7%
Portfolio Total	<u>\$ 3,212.3</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	21.8%	No limit
Fed Home Loan Mortgage	25.3%	No limit
Fed National Mortgage Association	2.8%	No limit
Cash	11.1%	No limit
Gov't Pools	Less than 0.1%	No limit
CA Asset Mgmt Program (CAMP)	Less than 0.1%	No limit
Municipal Bonds	0.8%	No limit
Mutual Funds	32.5%	20% Portfolio/10% One Fund
Blackrock T-Fund (BATA Trustee)	3.7%	Trustee Funds – No limit
Blackrock Treas Tr (BATA Trustee)	1.8%	Trustee Funds – No limit
Blackrock Treas Dlr (BATA Trustee)	0.2%	Trustee Funds – No limit
Portfolio Total	<u>100.0%</u>	

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.

The Mutual Funds held in the portfolio at 32.5% exceeded the 20% limit set by MTC Investment Policy due to market dislocations from the COVID 19 pandemic. Finance staff is working in the upcoming months to ensure the investment portfolio is in compliance with the MTC Investment Policy.

Credit ratings of municipal variable rate demand obligations and mutual funds 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	\$ 1,901.7	59%	10%
90 days or less	2,424.1 cumulative	75% cumulative	15%
1 year or less	2,469.8 cumulative	77% cumulative	30%
1-5 years	724.0	22%	
*greater than 5 years	18.5	1%	


* BAAQMD Certificate of Participation matures November 2053 and is held in the RM1 BATA Admin Reserve.

The weighted maturity of the MTC portfolio is 394 days, and the maximum weighted maturity cannot exceed 5 years.

The MTC portfolio holds \$7 million (less than 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.

Attachments: Comprehensive Investment Holdings for MTC and All Component Units



Therese W. McMillan



MTC
Summary by Issuer
April 30, 2020

SymPro, Inc.
123 Baker St.
Emeryville, CA 95688
(212)123-1233 23

<u>Issuer</u>	<u>Number of Investments</u>	<u>Par Value</u>	<u>Market Value</u>	<u>% of Portfolio</u>	<u>Average YTM 365</u>	<u>Average Days to Maturity</u>
FASTRAK - PREPAID	1	20,079,130.53	20,079,130.53	0.63	0.000	1
BAY AREA AIR QUALITY MGMT DIST	1	18,500,000.00	18,500,000.00	0.58	1.506	12,237
BLK ROCK T-FUND TRUSTEE	2	120,141,597.72	120,141,597.72	3.74	0.200	1
FASTRAK - PARKING FEES	1	109,208.85	109,208.85	0.00	0.000	1
FASTRAK - VIOLATIONS	1	3,434,650.18	3,434,650.18	0.11	0.000	1
FASTRAK - REFUND	1	2,075,642.98	2,075,642.98	0.06	0.000	1
FASTRAK - FEE ACCOUNT	1	1,508,556.84	1,508,556.84	0.05	0.000	1
CALIFORNIA ASSET MANAGEMENT PR	8	1,232,823.21	1,232,823.21	0.04	0.980	1
CASH BALANCE	1	52,500.00	52,500.00	0.00	0.000	1
EAST BAY MUD	1	7,000,000.00	7,000,000.00	0.22	0.961	5
FED HOME LOAN BANK	53	701,670,000.00	701,656,882.93	21.84	1.543	141
FED HOME LOAN MTG CORP	64	811,160,000.00	812,595,977.56	25.30	1.724	1,021
FED NATIONAL MTG ASSN	5	89,600,000.00	89,842,593.35	2.80	1.775	1,224
CLIPPER GS FIN SQ GOVT FUND	1	82,957,992.75	82,957,992.75	2.58	0.250	1
LAIF	3	346,698.38	346,698.38	0.01	1.648	1
MORGAN STANLEY GOVT ESCROW	1	54,294,169.15	54,294,169.15	1.69	0.130	1
MORGAN STANLEY GOVT CUSTODY	19	788,242,983.97	788,242,983.97	24.54	0.130	1
BLK ROCK TREAS TR DOL TRUSTEE	2	4,946,788.25	4,946,788.25	0.15	0.000	1
BLK ROCK TREAS TR INS TRUSTEE	6	56,157,570.70	56,157,570.70	1.75	0.130	1
FASTRAK BLK ROCK LIQ TREASURY	1	117,954,115.76	117,954,115.76	3.67	0.034	1
UBOC CHECKING	1	5,217,049.75	5,217,049.75	0.16	0.010	1
UBOC DISTRICT 4 AND CHANGE FUN	1	423,993.07	423,993.07	0.01	0.000	1
UBOC INTEREST ON CHECKING	34	301,812,507.05	301,812,507.05	9.40	0.750	1

MTC
Summary by Issuer
April 30, 2020

Page 2

Issuer	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
CLIPPER SETTLEMENT ACCOUNT	1	4,231,957.61	4,231,957.61	0.13	0.000	1
CLIPPER FLOAT ACCOUNT	1	10,000,364.86	10,000,364.86	0.31	0.000	1
CLIPPER PARTICIPANT CLAIM FUND	1	1,418,508.26	1,418,508.26	0.04	0.000	1
UBOC BAHA CHECKING	2	5,594,430.31	5,594,430.31	0.17	0.000	1
CLIPPER REFUND ACCOUNT	1	481,412.20	481,412.20	0.01	0.000	1
Total and Average	215	3,210,644,652.38	3,212,310,106.22	100.00	0.956	394



MTC
Summary by Type
April 30, 2020
Grouped by Fund

SymPro, Inc.
123 Baker St.
Emeryville, CA 95688
(212)123-1233 23

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	231,987.74	231,987.74	0.01	1.648	1
Checking Accounts	2	33,617,967.98	33,617,967.98	1.05	0.635	1
Subtotal	3	33,849,955.72	33,849,955.72	1.06	0.642	1
Fund: NON TRANSPORTATION PLNG						
Checking Accounts	1	3,887,308.08	3,887,308.08	0.12	0.750	1
Subtotal	1	3,887,308.08	3,887,308.08	0.12	0.750	1
Fund: AB664 EAST						
Federal Agency Disc. -Amortizing	6	81,020,000.00	81,008,445.56	2.52	1.448	45
Mutual Funds - Custodial	1	39,321,427.52	39,321,427.52	1.22	0.130	1
Checking Accounts	1	6,182,225.35	6,182,225.35	0.19	0.750	1
Subtotal	8	126,523,652.87	126,512,098.43	3.93	1.004	29
Fund: AB664 WEST						
Federal Agency Disc. -Amortizing	2	10,370,000.00	10,369,246.62	0.32	1.588	27
Mutual Funds - Custodial	1	39,845.14	39,845.14	0.00	0.130	1
Checking Accounts	1	18,026,371.86	18,026,371.86	0.56	0.750	1
Subtotal	4	28,436,217.00	28,435,463.62	0.88	1.054	11
Fund: 5% STATE						
Checking Accounts	1	15,632,316.49	15,632,316.49	0.49	0.750	1
Subtotal	1	15,632,316.49	15,632,316.49	0.49	0.750	1
Fund: 2% TRANSIT RESERVES FERRY						
Federal Agency Disc. -Amortizing	1	4,000,000.00	3,999,860.00	0.12	0.514	14
Mutual Funds - Custodial	1	7,837,837.72	7,837,837.72	0.24	0.130	1
Checking Accounts	1	5,277,774.80	5,277,774.80	0.16	0.750	1
Subtotal	3	17,115,612.52	17,115,472.52	0.52	0.411	4

MTC
Summary by Type
April 30, 2020
Grouped by Fund

Page 2

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: 2% TRANSIT RESERVES STUDIES						
Federal Agency Disc. -Amortizing	3	15,060,000.00	15,058,429.42	0.47	1.593	35
Mutual Funds - Custodial	1	4,994,521.72	4,994,521.72	0.16	0.130	1
Checking Accounts	1	2,401,292.54	2,401,292.54	0.07	0.750	1
Subtotal	5	22,455,814.26	22,454,243.68	0.70	1.177	24
Fund: 90% RAIL RESERVE EAST						
Federal Agency Disc. -Amortizing	3	13,700,000.00	13,698,608.90	0.43	1.403	34
Mutual Funds - Custodial	1	11,681,368.40	11,681,368.40	0.36	0.130	1
Checking Accounts	1	7,872,517.99	7,872,517.99	0.25	0.750	1
Subtotal	5	33,253,886.39	33,252,495.29	1.04	0.801	15
Fund: 90% RAIL RESERVE WEST						
Mutual Funds - Custodial	1	177.06	177.06	0.00	0.130	1
Checking Accounts	1	985,102.59	985,102.59	0.03	0.750	1
Subtotal	2	985,279.65	985,279.65	0.03	0.750	1
Fund: MTC EXCHANGE FUND						
Checking Accounts	1	33,908,880.14	33,908,880.14	1.06	0.750	1
Subtotal	1	33,908,880.14	33,908,880.14	1.06	0.750	1
Fund: BART CAR EXCHANGE PROGRAM						
Federal Agency Disc. -Amortizing	9	165,500,000.00	165,476,908.65	5.15	1.586	45
Mutual Funds - Custodial	1	235,937,250.85	235,937,250.85	7.34	0.130	1
Subtotal	10	401,437,250.85	401,414,159.50	12.49	0.730	19
Fund: CLIPPER CAPITAL (MTC)						
Checking Accounts	1	9,561,334.98	9,561,334.98	0.30	0.750	1
Subtotal	1	9,561,334.98	9,561,334.98	0.30	0.750	1
Fund: CLIPPER 2.0 (MTC)						
Checking Accounts	1	8,383,320.03	8,383,320.03	0.26	0.750	1
Subtotal	1	8,383,320.03	8,383,320.03	0.26	0.750	1

MTC
Summary by Type
April 30, 2020
Grouped by Fund

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: CLIPPER OPERATIONS (MTC)						
Checking Accounts	1	5,018,054.87	5,018,054.87	0.16	0.750	1
Subtotal	1	5,018,054.87	5,018,054.87	0.16	0.750	1
Fund: MTC CAPITAL PROJECTS						
Checking Accounts	1	85,096.42	85,096.42	0.00	0.750	1
Subtotal	1	85,096.42	85,096.42	0.00	0.750	1
Fund: SAFE						
Local Agency Investment Funds	1	114,461.27	114,461.27	0.00	1.648	1
Checking Accounts	1	4,524,543.96	4,524,543.96	0.14	0.750	1
Subtotal	2	4,639,005.23	4,639,005.23	0.14	0.772	1
Fund: SAFE CAPITAL PROJECTS						
Checking Accounts	1	7,588,110.99	7,588,110.99	0.24	0.750	1
Subtotal	1	7,588,110.99	7,588,110.99	0.24	0.750	1
Fund: RM2 OPERATING						
Checking Accounts	1	346,908.28	346,908.28	0.01	0.750	1
Subtotal	1	346,908.28	346,908.28	0.01	0.750	1
Fund: UB DEBT PAYMENT - TRUSTEE						
Mutual Funds - Trustee	1	16,733,904.68	16,733,904.68	0.52	0.200	1
Subtotal	1	16,733,904.68	16,733,904.68	0.52	0.200	1
Fund: BATA 2019 S-9 RESERVE						
Federal Agency Coupon Securities	1	1,900,000.00	1,917,443.54	0.06	1.800	1,368
Mutual Funds - Trustee	1	22,277.26	22,277.26	0.00	0.000	1
Subtotal	2	1,922,277.26	1,939,720.80	0.06	1.779	1,352
Fund: DEBT SERVICE RESERVE						
Mutual Funds - Trustee	1	103,407,693.04	103,407,693.04	3.22	0.200	1
Municipal Bonds	1	7,000,000.00	7,000,000.00	0.22	0.961	5
Federal Agency Coupon Securities	13	235,300,000.00	235,806,117.95	7.34	1.736	1,444

MTC
Summary by Type
April 30, 2020
Grouped by Fund

Page 4

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Subtotal	15	345,707,693.04	346,213,810.99	10.78	1.261	983
Fund: BATA 2019 S-8 RESERVE						
Federal Agency Coupon Securities	1	2,900,000.00	2,904,073.08	0.09	1.150	1,781
Mutual Funds - Trustee	1	4,924,510.99	4,924,510.99	0.15	0.000	1
Subtotal	2	7,824,510.99	7,828,584.07	0.24	0.426	661
Fund: BATA 2010 S-1 RESERVE						
Federal Agency Coupon Securities	6	60,900,000.00	61,046,511.22	1.90	1.648	1,637
Mutual Funds - Trustee	1	12,688,250.37	12,688,250.37	0.39	0.130	1
Subtotal	7	73,588,250.37	73,734,761.59	2.29	1.386	1,355
Fund: BONY DEBT PAYMENT - TRUSTEE						
Mutual Funds - Trustee	1	3,616,964.40	3,616,964.40	0.11	0.130	1
Subtotal	1	3,616,964.40	3,616,964.40	0.11	0.130	1
Fund: BATA SUB 2019 S-H RESERVE						
Mutual Funds - Trustee	1	6,464,392.39	6,464,392.39	0.20	0.130	1
Subtotal	1	6,464,392.39	6,464,392.39	0.20	0.130	1
Fund: BATA 2017 S-7 RESERVE						
Federal Agency Coupon Securities	3	38,300,000.00	38,356,940.85	1.19	1.957	1,685
Mutual Funds - Trustee	1	22,819,420.71	22,819,420.71	0.71	0.130	1
Subtotal	4	61,119,420.71	61,176,361.56	1.90	1.275	1,056
Fund: BATA 2010 S-2 RESERVE						
Mutual Funds - Trustee	1	52,826.34	52,826.34	0.00	0.130	1
Subtotal	1	52,826.34	52,826.34	0.00	0.130	1
Fund: BATA 2010 S-3 RESERVE						
Federal Agency Coupon Securities	2	12,700,000.00	12,774,613.35	0.40	1.820	1,233
Mutual Funds - Trustee	2	10,568,216.49	10,568,216.49	0.33	0.129	1
Subtotal	4	23,268,216.49	23,342,829.84	0.73	1.052	673
Fund: RM2 CAPITAL						

MTC
Summary by Type
April 30, 2020
Grouped by Fund

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: RM2 CAPITAL						
Federal Agency Disc. -Amortizing	3	14,460,000.00	14,458,243.99	0.45	1.251	40
Federal Agency Coupon Securities	1	10,000,000.00	10,009,488.60	0.31	1.850	1,032
Mutual Funds - Custodial	2	4,273,586.04	4,273,586.04	0.13	0.140	1
Checking Accounts	1	1,496,718.39	1,496,718.39	0.05	0.750	1
Subtotal	7	30,230,304.43	30,238,037.02	0.94	1.268	361
Fund: BATA REHAB RESERVE						
Federal Agency Disc. -Amortizing	8	125,900,000.00	125,878,072.14	3.92	1.587	55
Federal Agency Coupon Securities	1	10,000,000.00	10,031,768.50	0.31	1.800	1,382
Mutual Funds - Custodial	1	78,142,887.88	78,142,887.88	2.43	0.130	1
Checking Accounts	1	936,068.62	936,068.62	0.03	0.750	1
Subtotal	11	214,978,956.50	214,988,797.14	6.69	1.063	97
Fund: BATA REHAB PROJECTS						
Federal Agency Disc. -Amortizing	2	28,300,000.00	28,297,716.50	0.88	1.572	30
Mutual Funds - Custodial	1	14,950,675.26	14,950,675.26	0.47	0.130	1
Checking Accounts	1	6,393,865.93	6,393,865.93	0.20	0.750	1
Subtotal	4	49,644,541.19	49,642,257.69	1.55	1.032	17
Fund: BATA - SEISMIC CAPITAL						
Mutual Funds - Custodial	2	85,073,308.47	85,073,308.47	2.65	0.130	1
Federal Agency Disc. -Amortizing	1	20,000,000.00	19,999,400.00	0.62	1.550	12
Federal Agency Coupon Securities	1	10,000,000.00	10,030,002.60	0.31	1.850	1,743
Checking Accounts	1	11,250,207.67	11,250,207.67	0.35	0.750	1
Subtotal	5	126,323,516.14	126,352,918.74	3.93	0.546	141
Fund: BATA TRANSIT PROGRAM						
Checking Accounts	1	24,928,472.07	24,928,472.07	0.78	0.750	1
Subtotal	1	24,928,472.07	24,928,472.07	0.78	0.750	1
Fund: AB 1171 PROJECTS						
Federal Agency Disc. -Amortizing	3	27,280,000.00	27,275,839.44	0.85	1.574	49

MTC
Summary by Type
April 30, 2020
Grouped by Fund

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: AB 1171 PROJECTS						
Mutual Funds - Custodial	2	19,892,558.29	19,892,558.29	0.62	0.131	1
Checking Accounts	1	15,415,678.99	15,415,678.99	0.48	0.750	1
Subtotal	6	62,588,237.28	62,584,076.72	1.95	0.912	22
Fund: RM1 BATA ADMIN - SELF INSURED						
Federal Agency Disc. -Amortizing	1	17,000,000.00	16,999,787.50	0.53	1.554	5
Federal Agency Coupon Securities	13	206,700,000.00	207,284,109.38	6.45	1.866	1,362
Mutual Funds - Custodial	2	79,038,125.10	79,038,125.10	2.46	0.130	1
Checking Accounts	1	116,058.69	116,058.69	0.00	0.750	1
Subtotal	17	302,854,183.79	303,438,080.67	9.44	1.395	930
Fund: RM1 BATA ADMIN - O&M RESERVE						
Federal Agency Coupon Securities	7	101,400,000.00	101,706,967.09	3.17	1.829	1,228
Federal Agency Disc. -Amortizing	1	10,400,000.00	10,399,818.00	0.32	1.567	7
Mutual Funds - Custodial	2	74,920,910.31	74,920,910.31	2.33	0.142	1
Checking Accounts	1	80,166.22	80,166.22	0.00	0.750	1
Subtotal	11	186,801,076.53	187,107,861.62	5.82	1.137	668
Fund: RM1 BATA ADMIN						
Municipal Bonds	1	18,500,000.00	18,500,000.00	0.58	1.506	12,237
Federal Agency Disc. -Amortizing	3	81,200,000.00	81,191,912.50	2.53	1.595	36
Local Agency Investment Funds	1	249.37	249.37	0.00	1.648	1
Mutual Funds - Custodial	2	62,439,791.07	62,439,791.07	1.94	0.130	1
Checking Accounts	1	20,843,075.26	20,843,075.26	0.65	0.750	1
Subtotal	8	182,983,115.70	182,975,028.20	5.70	0.990	1,255
Fund: RM3 ESCROW						
Federal Agency Disc. -Amortizing	10	111,100,000.00	111,081,149.00	3.46	1.460	54
Mutual Funds - Custodial	1	54,294,169.15	54,294,169.15	1.69	0.130	1
Checking Accounts	1	12,907.00	12,907.00	0.00	0.750	1
Subtotal	12	165,407,076.15	165,388,225.15	5.15	1.023	36

MTC
Summary by Type
April 30, 2020
Grouped by Fund

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: RM2 ADMIN RESERVES						
Federal Agency Disc. -Amortizing	12	130,140,000.00	130,118,277.72	4.05	1.474	53
Mutual Funds - Custodial	1	35,455,102.76	35,455,102.76	1.10	0.130	1
Checking Accounts	1	7,961,929.16	7,961,929.16	0.25	0.750	1
Subtotal	14	173,557,031.92	173,535,309.64	5.40	1.165	40
Fund: UNDISTRIBUTED FUNDS						
Checking Accounts	1	423,993.07	423,993.07	0.01	0.000	1
Subtotal	1	423,993.07	423,993.07	0.01	0.000	1
Fund: SEISMIC ADMIN						
Mutual Funds - Custodial	2	1,544,912.66	1,544,912.66	0.05	0.164	1
Checking Accounts	1	3,947,700.18	3,947,700.18	0.12	0.750	1
Subtotal	3	5,492,612.84	5,492,612.84	0.17	0.585	1
Fund: FASTRAK						
Checking Accounts	5	27,207,189.38	27,207,189.38	0.85	0.000*	1
Mutual Funds - Custodial	1	117,954,115.76	117,954,115.76	3.67	0.034	1
Subtotal	6	145,161,305.14	145,161,305.14	4.52	0.028	1
Fund: CLIPPER						
Mutual Funds - Custodial	1	82,957,992.75	82,957,992.75	2.58	0.250	1
Checking Accounts	4	16,132,242.93	16,132,242.93	0.50	0.000**	1
Subtotal	5	99,090,235.68	99,090,235.68	3.08	0.209	1
Fund: BAHA OPERATING						
Checking Accounts	2	16,855,963.71	16,855,963.71	0.52	0.707	1
Subtotal	2	16,855,963.71	16,855,963.71	0.52	0.707	1
Fund: BAHA OWNER'S						
Checking Accounts	1	4,619,503.06	4,619,503.06	0.14	0.000**	1
Subtotal	1	4,619,503.06	4,619,503.06	0.14	0.000	1
Fund: BAHA CAPITAL						

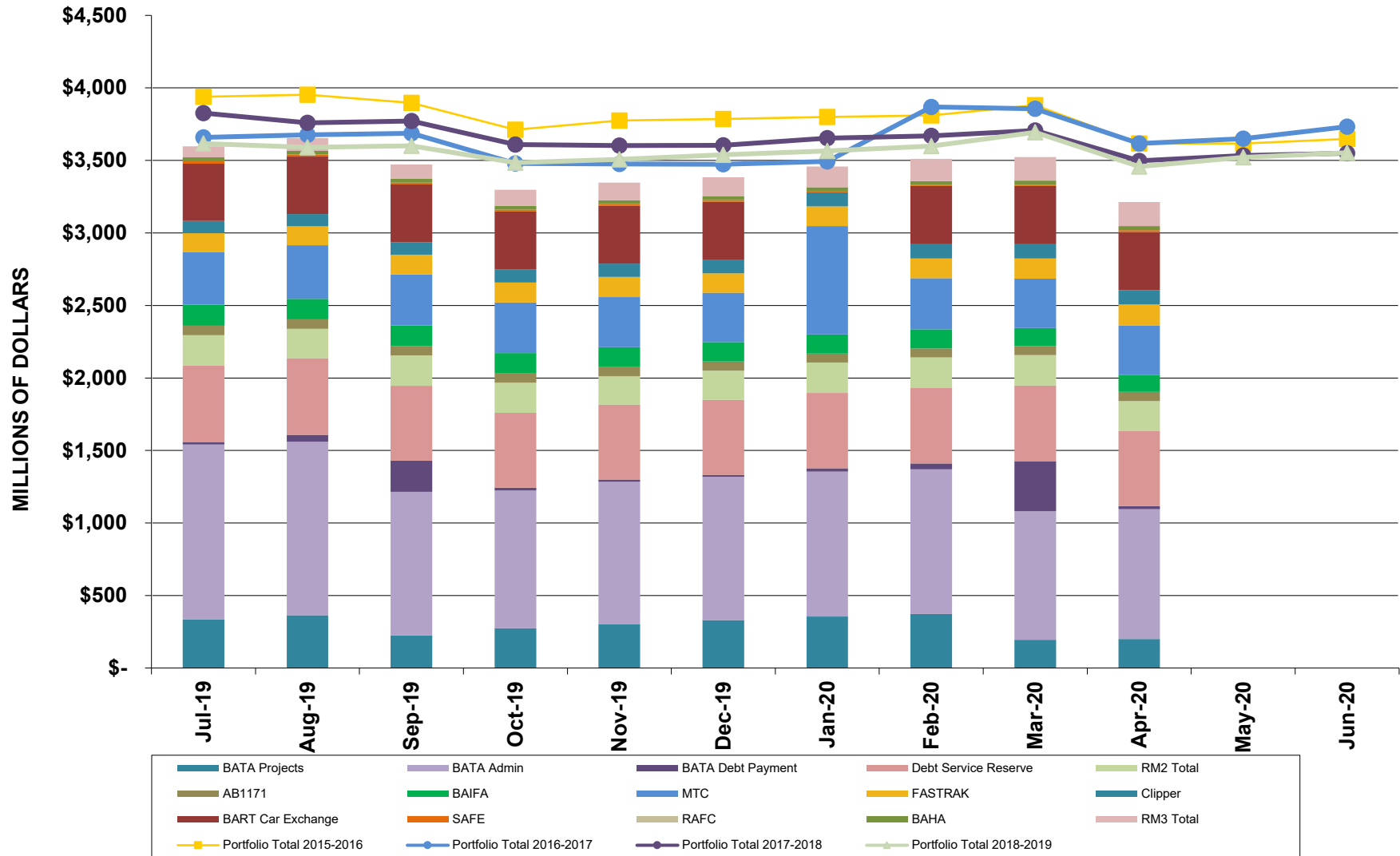
* Earnings Allowance Rate of 0.20%

** Earnings Credit Rate of 0.01%

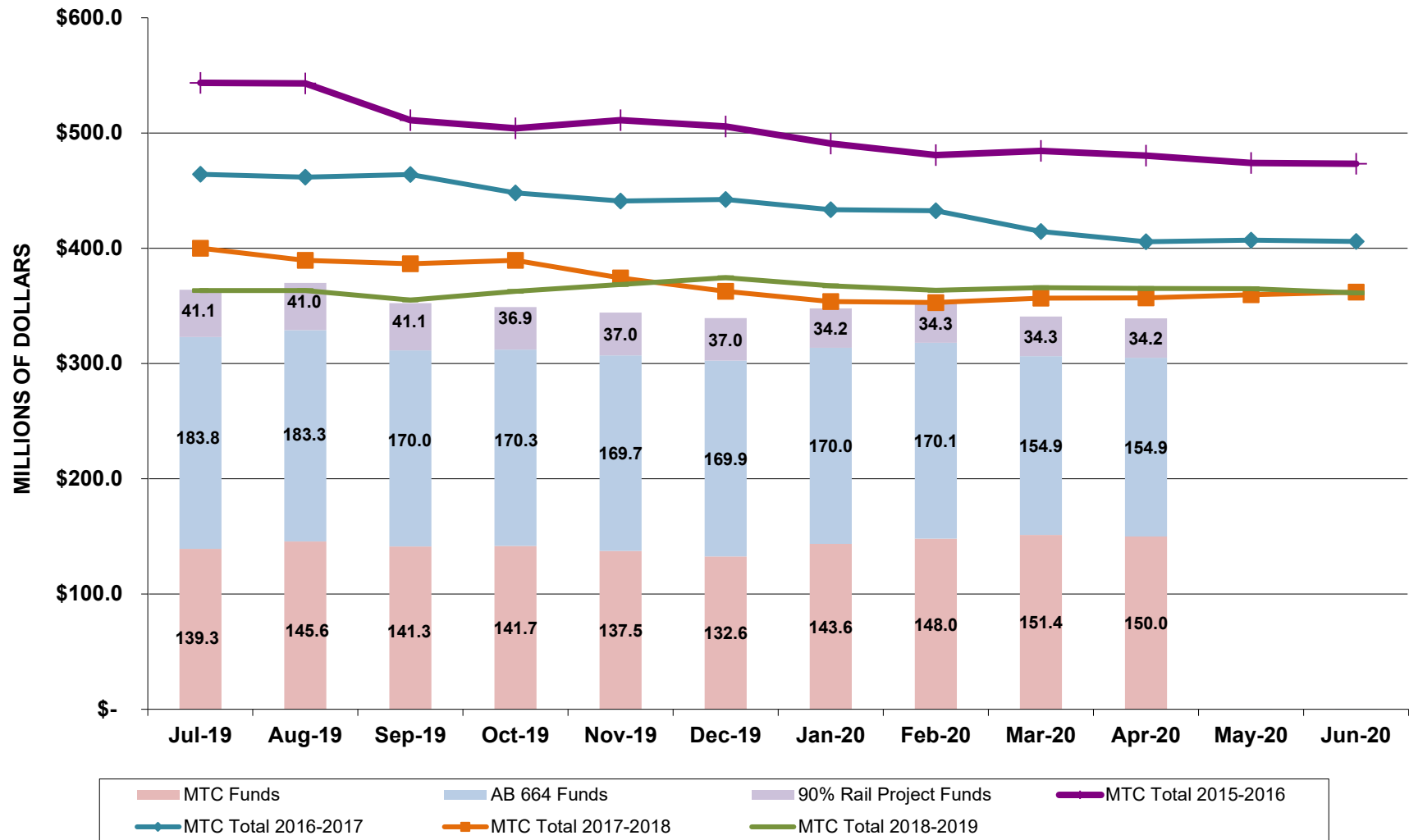
MTC
Summary by Type
April 30, 2020
Grouped by Fund

Security Type	Number of Investments	Par Value	Market Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: BAHA CAPITAL						
Mutual Funds - Custodial	1	1,506.13	1,506.13	0.00	0.130	1
Checking Accounts	1	6,720,221.59	6,720,221.59	0.21	0.750	1
Subtotal	2	6,721,727.72	6,721,727.72	0.21	0.750	1
Fund: 375 BEALE STREET (BAHA)						
Checking Accounts	1	110,454.74	110,454.74	0.00	0.750	1
Subtotal	1	110,454.74	110,454.74	0.00	0.750	1
Fund: BAIFA OP Admin						
Checking Accounts	1	18,645,998.67	18,645,998.67	0.58	0.750	1
Subtotal	1	18,645,998.67	18,645,998.67	0.58	0.750	1
Fund: BAIFA CAPITAL FUND						
Federal Agency Disc. -Amortizing	2	31,800,000.00	31,797,204.91	0.99	1.592	32
Federal Agency Coupon Securities	3	25,100,000.00	25,118,496.83	0.78	1.830	860
Mutual Funds - Custodial	2	33,930,014.80	33,930,014.80	1.06	0.130	1
Checking Accounts	1	8,989,869.81	8,989,869.81	0.28	0.750	1
Subtotal	8	99,819,884.61	99,835,586.35	3.11	1.079	227
Total and Average	215	3,210,644,652.38	3,212,310,106.22	100.00	0.956	394

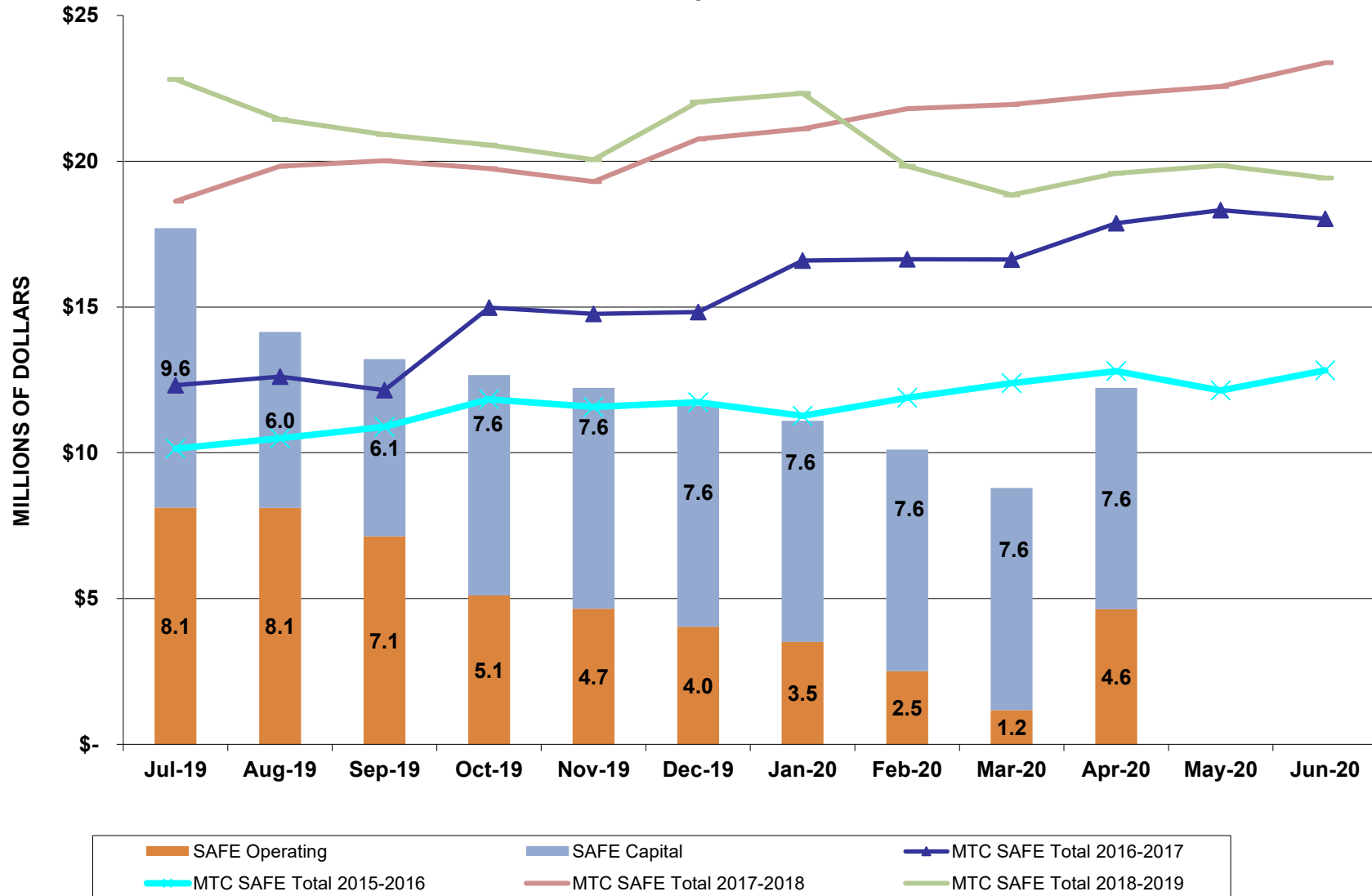
TOTAL PORTFOLIO April 2020



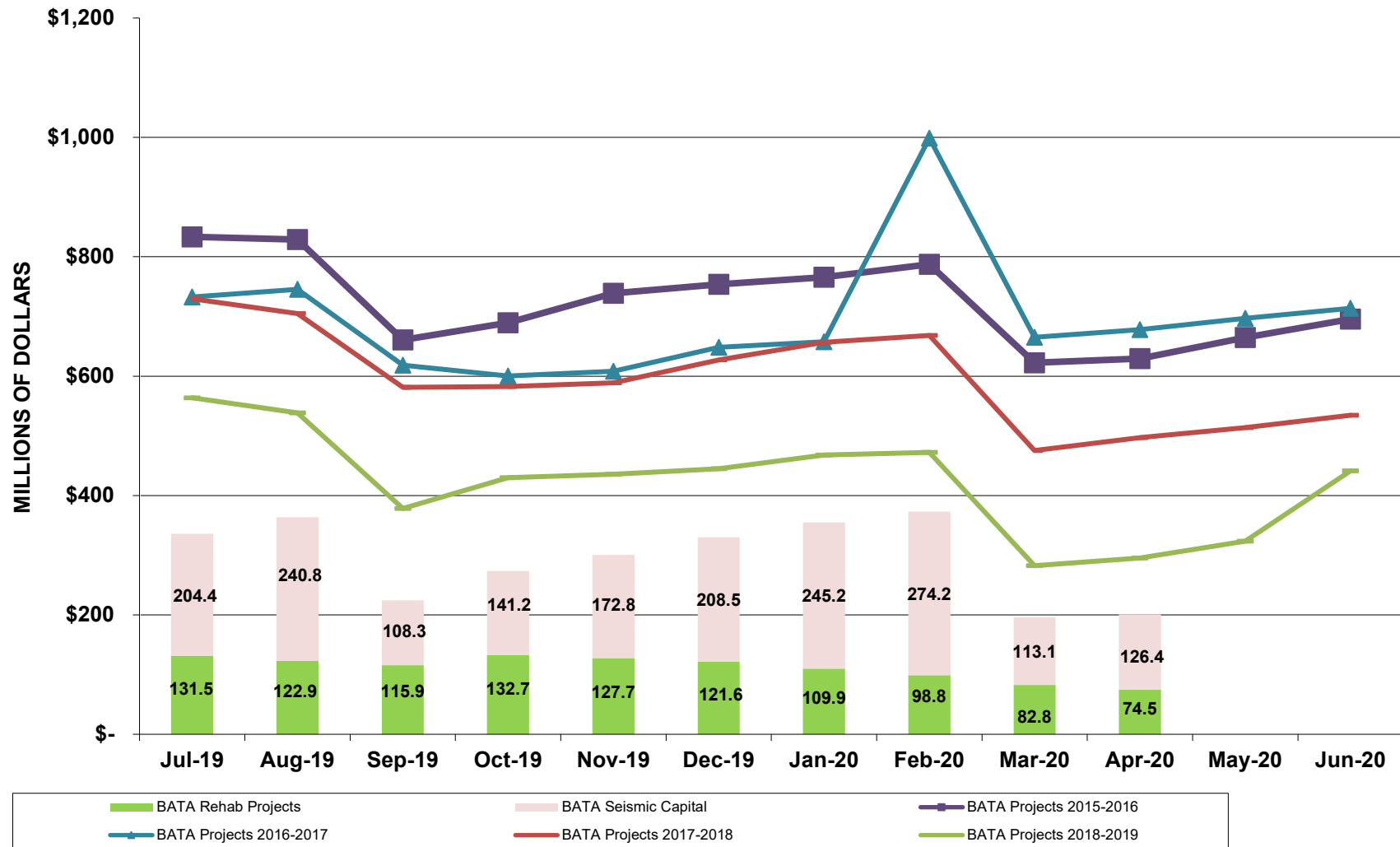
MTC FUNDS April 2020



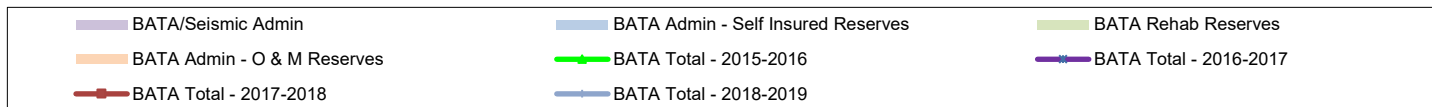
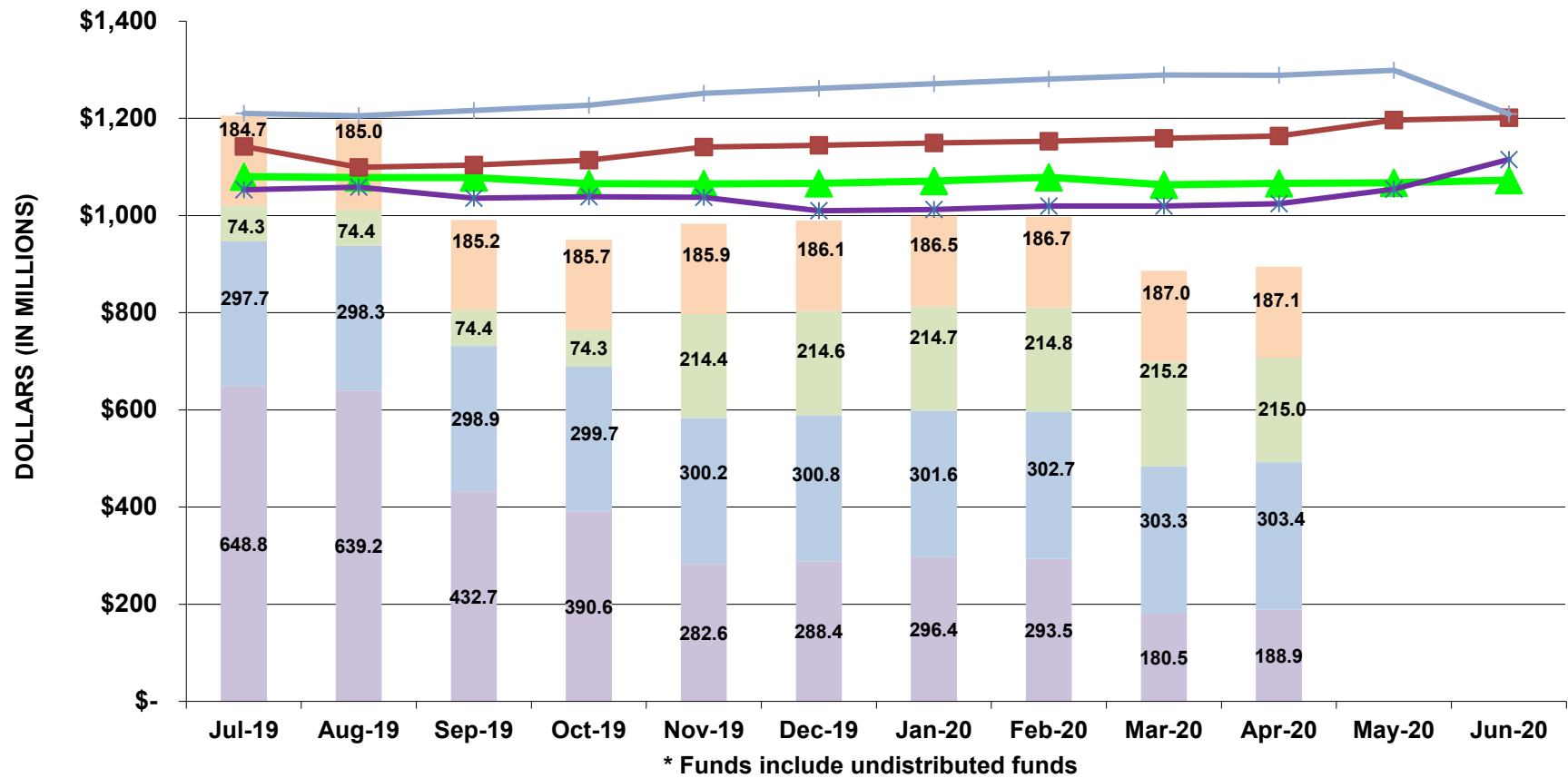
MTC SAFE FUNDS April 2020



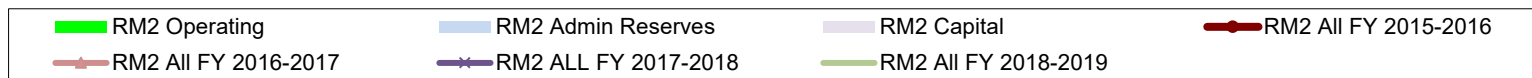
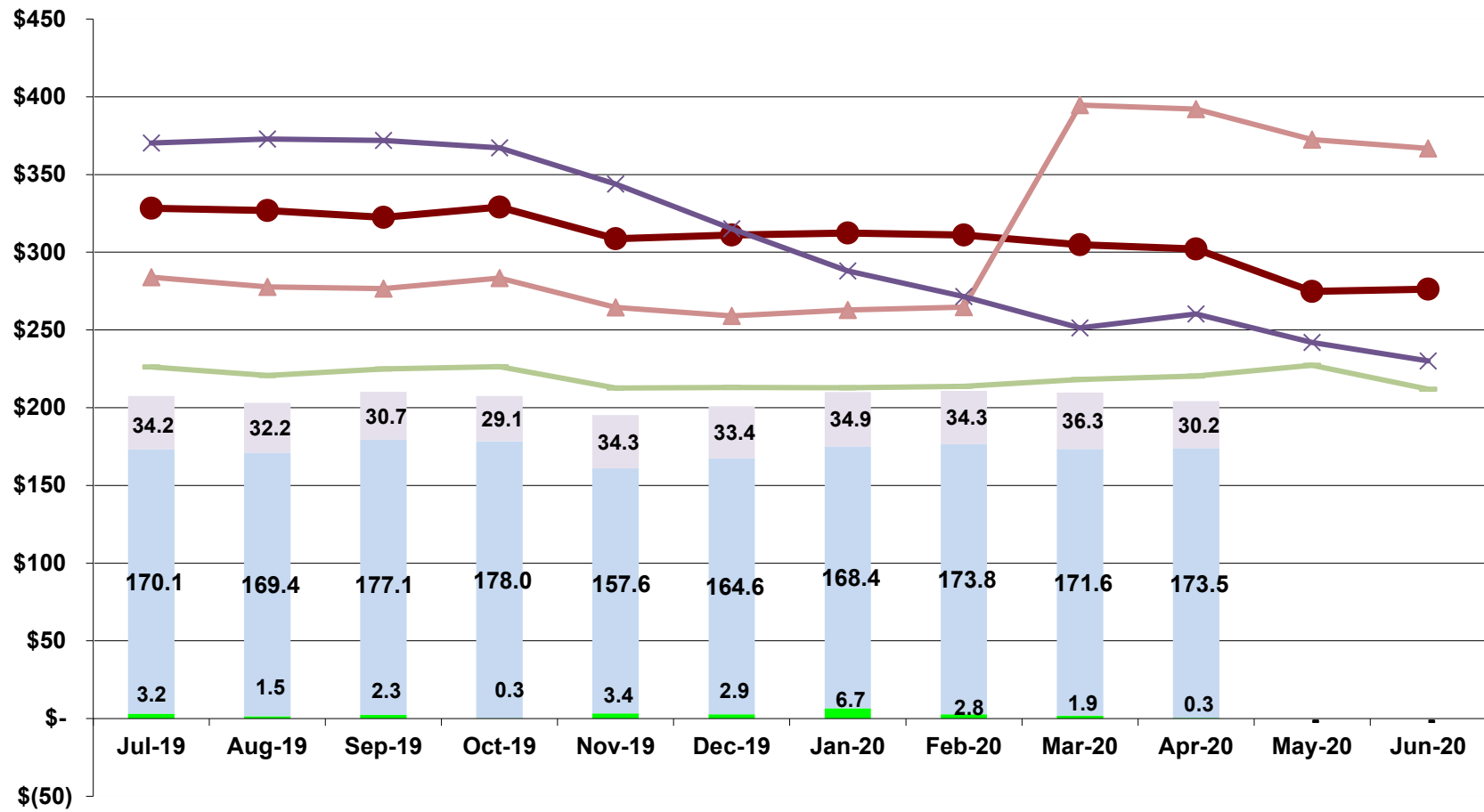
BATA PROJECTS April 2020



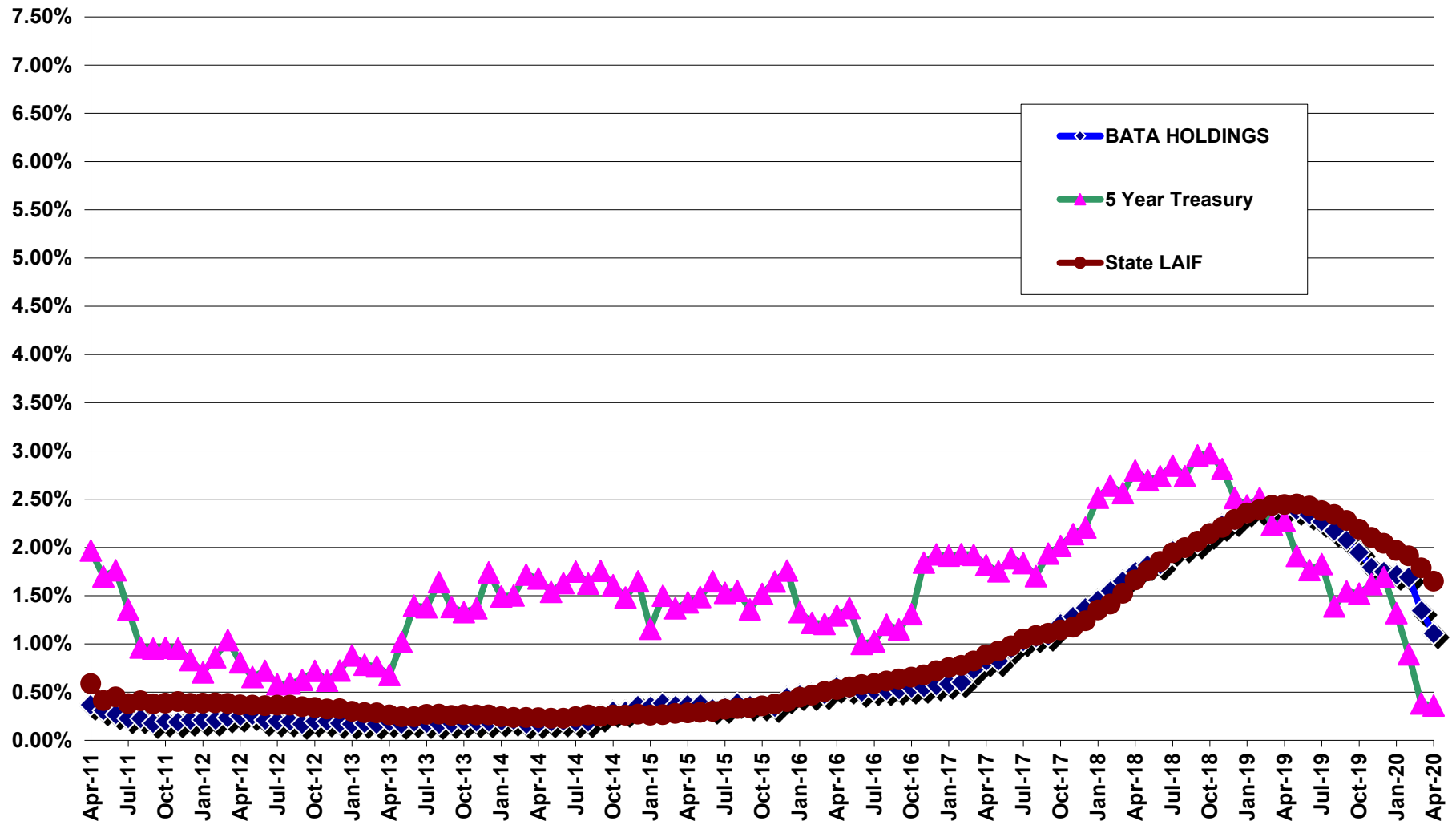
BATA ADMIN April 2020



REGIONAL MEASURE 2 FUNDS April 2020



Investment Rate Benchmarks
April 2020
(BATA)





Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 20-0895 **Version:** 1 **Name:**

Type: Report **Status:** Informational

File created: 5/29/2020 **In control:** Administration Committee

On agenda: 7/8/2020 **Final action:**

Title: Monthly Travel Report

Sponsors:

Indexes:

Code sections:

Attachments: [2c 20-0895 Monthly Travel Report.pdf](#)

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

Subject:
Monthly Travel Report

Presenter:
Raymond Woo

Recommended Action:
Information

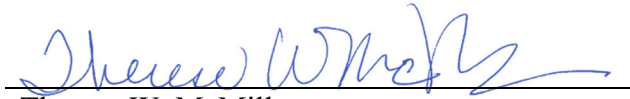
Metropolitan Transportation Commission Administration Committee

July 8, 2020

Agenda Item 2c - 20-095

Monthly Travel Report

- Subject:** Monthly Travel Report for the ten-month period ending April 30, 2020.
- Background:** Pursuant to MTC Resolution No. 1058, Revised, this memorandum 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 MTC-funded 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 A, actual travel expenses for all combined MTC travel funds are below budget at 40%.
- Issues:** None.
- Recommendation:** This item is provided for information only and no action is required of the Committee.
- Attachments:** Attachment A – Travel Report for FY 2019-20 (as of April 30, 2020)


Therese W. McMillan

TRAVEL REPORT FOR FY 2019-20
As of April 30, 2020 (83.3% of year)

FUND	Budget	YTD Actual	% of Budget
MTC	\$439,819	\$176,508	40%
BATA	\$198,200	\$85,676	43%
SAFE	\$12,000	\$7,172	60%
Clipper	\$42,508	\$7,391	17%
Total	\$692,527	\$276,747	40%



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #:	20-0914	Version:	1	Name:	
Type:	Resolution	Status:		Consent	
File created:	5/29/2020	In control:		Administration Committee	
On agenda:	7/8/2020	Final action:			
Title:	Funding Agreement Amendment - Regional Planning Coordination, Adapting to Rising Tides Program and Resilience Planning: Bay Conservation and Development Commission (\$227,052)				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	2d 20-0914 BCDC Funding Agreement Amendment.pdf				

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

Subject:

Funding Agreement Amendment - Regional Planning Coordination, Adapting to Rising Tides Program and Resilience Planning: Bay Conservation and Development Commission (\$227,052)

Presenter:

Michael Germeraad

Recommended Action:

Committee Approval


**Metropolitan Transportation Commission
Administration Committee**

July 8, 2020

Agenda Item 2d - 20-0914

**Funding Agreement Amendment – Regional Planning Coordination, Adapting to Rising
Tides Program and Resilience Planning:
Bay Conservation and Development Commission (\$227,052)**

- Subject:** This item requests Committee approval to enter into a funding agreement amendment in an amount not to exceed \$227,052 with the Bay Conservation and Development Commission (BCDC) to conduct ongoing sea level rise adaptation research and support for Plan Bay Area 2050.
- Background:** On November 4, 2015, MTC adopted Resolution No. 4202 Revised which created the One Bay Area Grant Program. One element of the resolution included funds to support regional planning efforts. The resolution which was revised in December 2017 set aside funds for BCDC in every fiscal year through the entirety of the OBAG 2 program which runs through Fiscal year 2021-22.
- The funds are used by BCDC to provide sea level rise adaptation guidance to MTC projects and the region at whole and are used to support staff in the BCDC Adapting to Rising Tides program. The funds in FY2020-21 will be used to support the inclusion of the best available sea level rise science in Plan Bay Area 2050 and provide local governments with additional tools to develop advanced adaptation plans.
- Issues:** None
- Recommendation:** Staff recommends that this Committee authorize the Executive Director or designee to negotiate and enter into a funding agreement amendment with the Bay Conservation and Development Commission in an amount of \$227,052 for a new contract total not to exceed amount of \$988,052 to fund ongoing planning and programming activities related to sea level rise and resilience.
- Attachments:** Request for Committee Approval - Summary of Proposed Funding Agreement Amendment


Therese W. McMillan

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Funding Agreement Amendment

Work Item No.:	1611
Consultant:	Bay Conservation and Development Commission San Francisco, CA
Work Project Title:	Regional Planning Coordination, Adapting to Rising Tides Program and Resilience Planning
Purpose of Project:	To continue specific planning and programming activities to assist MTC in meeting the requirements of federal legislation and related State and regional planning and programming policies and guidelines.
Brief Scope of Work:	Closely collaborate on sea level rise and resilience components of Plan Bay Area 2050, support new technical studies, complete an update to the MTC/BCDC Bay Area Seaport Plan, and advance more equitable regional planning and improve environmental justice outcomes.
Project Cost Not to Exceed:	This amendment: \$227,052 Current contract amount before this amendment: \$761,000 Maximum contract amount after the amendment: \$988,052
Funding Source:	STP
Fiscal Impact:	\$227,052 is included in the FY 2020-21 Agency Budget
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into a funding agreement amendment with the Bay Conservation and Development Commission for planning and programming activities to assist MTC in meeting the requirements of federal legislation and related State and regional planning and programming policies and guidelines as described above and in the Administration Committee Summary Sheet dated July 8, 2020, and the Chief Financial Officer is authorized to set aside \$227,052 for such amendment.
Administration Committee:	<hr/> Federal D. Glover, Chair
Approved:	Date: July 8, 2020



Metropolitan Transportation Commission

375 Beale Street, Suite 800
San Francisco, CA 94105

Legislation Details (With Text)

File #: 20-0897 **Version:** 1 **Name:**
Type: Contract **Status:** Committee Approval
File created: 5/29/2020 **In control:** Administration Committee
On agenda: 7/8/2020 **Final action:**
Title: Partnership Agreement - Database Development and Training: Bay Area Air Quality Management District (\$300,000)

Accept \$300,000 in funding from the Air District for the Data and Visualization Unit of the Regional Planning Program to provide it with ongoing technical assistance and training on AB 617 projects and the Climate Program. Funding from the Air District will support one temporary employee position for one year within the Data and Visualization Unit.

Sponsors:

Indexes:

Code sections:

Attachments: [3a 20-0897 BAAQMD Partnership Agreement.pdf](#)
[3a 20-0897 Presentation.pdf](#)

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

Subject:

Partnership Agreement - Database Development and Training: Bay Area Air Quality Management District (\$300,000)

Accept \$300,000 in funding from the Air District for the Data and Visualization Unit of the Regional Planning Program to provide it with ongoing technical assistance and training on AB 617 projects and the Climate Program. Funding from the Air District will support one temporary employee position for one year within the Data and Visualization Unit.

Presenter:

Kearey Smith and Phil Martien

Recommended Action:

Committee Approval

Metropolitan Transportation Commission Administration Committee

July 8, 2020

Agenda Item 3a - 20-0897

Partnership Agreement - Database Development and Training: Bay Area Air Quality Management District (\$300,000)

Subject: Accept \$300,000 in funding from the Bay Area Air Quality Management District (Air District) for the Data and Visualization (DataViz) Unit of the Regional Planning Program (RPP) to provide it with ongoing technical assistance and training on AB 617 projects and the Climate Program. Funding from the Air District will support one staff position for one year within the DataViz Unit.

Background: Since 2010, the DataViz Unit has collaborated with multiple Air District divisions—including the Air Quality Planning (Planning) and the Assessment, Inventory and Modeling (AIM) divisions—to share best practices and provide technical assistance and training on data management and web development. For example, in 2014, the DataViz Unit built a VMT Data Portal for the Planning section's Climate Program. Other efforts have included sharing spatial analysis tools and regional datasets that maximize the use of available resources. Much of this work is ongoing, which requires staffing and resources from the DataViz Unit.

The Air District's Community Health Protection Program is engaging two Bay Area communities to implement Assembly Bill 617 (Garcia, Chapter 136, Statutes of 2017), which requires collaboration both within the Air District and externally with partners and stakeholders, including community members. Underlying this collaboration is a reliance on objective and reliable data and evidence to define challenges and develop effective programs. The Air District is therefore seeking to institutionalize current industry standards and best practices related to management of large datasets and robust spatial analyses.

The Air District is also seeking to update and enhance the VMT Data Portal, developed by the DataViz Unit in 2014.

To help accomplish these two tasks, the Air District is seeking technical assistance and training from the DataViz Unit. The proposed Partnership Agreement would formalize this relationship and provide funding to support one staff position at MTC. The Partnership Agreement would identify specific deliverables and establish a timeline for completing the tasks.

The Air District hopes that this Agreement will position the two agencies to support future partnerships on projects of common interest. We view this as an important opportunity to advance the Commission's Equity Platform, partnering with the Air District to both learn directly from impacted communities in our region, and better deliver services and programs to address Infrastructure driven health challenges.

Issues:

Given the high level of overlap in the work of both agencies—especially on climate, public health, social equity and community engagement initiatives—as well as the work plans of the respective data management teams, a more formal collaboration would help with:

- (a) Minimizing duplication and redundancies, especially with licenses and subscriptions;
- (b) Managing existing initiatives more efficiently; and
- (c) Exploring opportunities for further cost-savings and alignment (for example, by co-developing shared tools and datasets).

The proposed Partnership Agreement and funding will support one staff person within the DataViz Unit to support these activities in the context of AB 617 projects and the Climate Program at the Air District.


On June 3, 2020, the Air District's Board of Directors approved the funding in the amount not to exceed \$300,000 and authorized its Executive Officer to enter into this Partnership Agreement with MTC (see Attachment A).

Recommendation:

Staff recommends that the Committee authorize the Executive Director or designee to enter into a Partnership Agreement with the Air District and accept \$300,000 in funding to for the Database Development and Training initiative and add the work to the MTC FY 2020-21 budget.

Attachments:

Attachment A: Bay Area Air Quality Management District June 3, 2020, Board Memo; and
Presentation Slides



Therese W. McMillan

REQUEST FOR COMMITTEE APPROVAL

Partnership Agreement – Database Development and Training: Bay Area Air Quality Management District (\$300,000)

Work Item No.:	1122
Consultant:	N/A
Work Project Title:	Database Development and Training Support
Purpose of Project:	Providing technical assistance and support on data to the Bay Area Air Quality Management District (Air District)
Brief Scope of Work:	Data and Visualization (DataViz) Unit of the Regional Planning Program will provide the Air District with ongoing technical assistance and training on AB 617 projects and the Climate Program. Funding from the Air District will support one position for one year within the DataViz Unit.
Project Cost Not to Exceed:	\$300,000
Funding Source:	Bay Area Air Quality Management District
Fiscal Impact:	\$300,000 to be added to Work Item 1122 for MTC FY 2020-21.
Motion by Committee:	That the Executive Director or designee is authorized to negotiate and enter into a Partnership Agreement with the Air District and accept \$300,000 in funding for the Database Development and Training initiative and add this amount for such work to the MTC FY 2020-21 budget.
Administration Committee:	<hr/>
	Federal D. Glover, Chair
Approved:	July 8, 2020

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
Memorandum

To: Chairperson Rod Sinks and
Members of the Board of Directors

From: Jack P. Broadbent
Executive Officer/APCO

Date: May 29, 2020

Re: Authorization for a Funded Partnership Agreement with the Metropolitan
Transportation Commission on Database Development

RECOMMENDED ACTION

Recommend the Board of Directors authorize the Executive Officer/APCO to enter a funded Partnership Agreement with the Metropolitan Transportation Commission (MTC) for an amount not to exceed \$300,000.

BACKGROUND

In 2016, when the Metropolitan Transportation Commission (MTC) and the Bay Area Air Quality Management District (Air District) moved into the Bay Area Metro Center headquarters for regional governance, one of the goals was to foster regional collaboration on key issues confronting the Bay Area, including equitable and affordable housing and climate change. A critical element of effective agency collaboration is shared databases, an element facilitated by consistent and coordinated methods for database development, documentation, and online publishing. Air District staff are recommending a funded Partnership Agreement that would significantly accelerate the process of moving the Air District and MTC toward realizing a goal of coordinated databases and methods. Air District staff anticipate that, if the Air District and MTC can share methods and database software tools, this may result in cost savings for both agencies.

FUNDED PARTNERSHIP AGREEMENT

Under the proposed Partnership Agreement, the Air District would leverage MTC expertise to support increasingly complex database and project assignments, including support for:

- Community health protection objectives, including regional and community-specific planning and emission reduction efforts related to Assembly Bill (AB) 617; and
- Climate projection objectives, including support to local jurisdictions for estimating greenhouse gas (GHG) emissions for local Climate Action Plans.

Specifically, through the proposed Partnership Agreement, the District would fund MTC in Fiscal Year Ending (FYE) 2020 with \$300,000 for MTC to assist with knowledge transfer and database development to support AB 617 and update and maintain an online data portal to support Climate Action Plans. Through the partnership, the Air District and MTC would agree

to explore continued cross-agency projects and to explore cost savings from consolidating separate licensing of spatial-visualization and database software into enterprise-wide licensing.

DISCUSSION

Air District Database Training and Development to Support AB 617

The first set of objectives of the funded Partnership Agreement focuses on conducting Air District staff training and on developing and implementing standards and best practices for creating, versioning, maintaining, and publishing well-documented online databases for AB 617 that support collaboration. Under this objective, the MTC would conduct Air District staff training and knowledge transfer, with initial tasks focused on creating datasets to support an AB 617 Community Emissions Reduction Plan (CERP) in the Richmond-San Pablo area, and later tasks focused on documenting and publishing existing datasets to support the AB 617 CERP Implementation in West Oakland.

Online Data Portal to Support Climate Action Plans

The Air District currently works with Bay Area local governments to develop and implement local community-wide Climate Action Plans. A key element of these plans is the community-wide greenhouse gas (GHG) inventory. Estimating GHG emissions from the transportation sector for the inventory requires an estimate of vehicle miles traveled (VMT) for the community. In 2015, the Air District partnered with MTC to develop a data portal to provide VMT data to local government staff in an automated and user-friendly manner. The second set of objectives of the proposed Partnership Agreement seeks to update methods and underlying data of the VMT Data Portal to continue and improve support for local government.

BUDGET CONSIDERATION/FINANCIAL IMPACT

Funding for the tasks associated with the Partnership Agreement has been included in the Air District's existing program (601, 602, and 608) budgets for FYE 2020. A budget overview for the Partnership Agreement is shown in the table below, with breakdowns by project, staffing, and fixed costs.

Tasks	Staff Time	Fixed Costs	Est. Cost
AB 617 Database	\$257,399		\$257,399
Climate Data Portal	\$28,600	\$14,000	\$42,600
Total	\$285,999	\$14,000	\$299,999

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Phil Martien
Reviewed by: Greg Nudd

Regional Agency Partnership: Technical Assistance and Support on Data

Partnership Agreement between MTC and the Air District

MTC Administration Committee

July 8, 2020

Presented by:

Kearey Smith, Asst. Director of Data & Visualization

Phil Martien, Director, Assessment, Inventory, and Modeling Division



Partnership Agreement Details

- Staff seeks approval to enter into a 1 yr. agreement with the Air District to provide technical assistance and guidance to District staff in support of two key programs; AB 617; Climate Action Plans
- The District will fund MTC \$300k in FY 20/21
- MTC will provide staffing support and other technical resources in support of District staff
- Builds upon previous efforts by staff to establish better collaboration around data and mapping at both agencies



Key Goals

Provide Data Collection, Analysis, and Reporting Support for AB 617

Support and Enhance the District's Climate Action Plan VMT Data Portal

Share staff expertise on the use of data across both organizations

AB 617 ELEMENTS • Focus on Community Action



Community emissions reduction programs



Accelerated retrofit of pollution controls on industrial facilities



Community-level air quality monitoring



Enhanced emissions reporting



Increased penalty provisions



Grants to local community groups



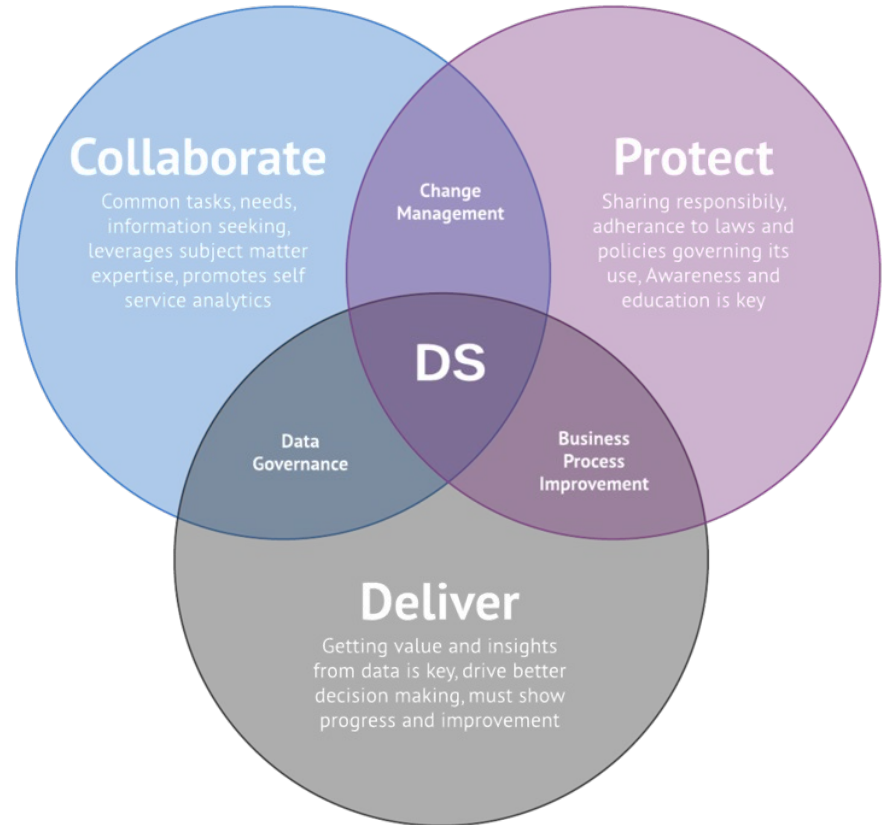
Key Benefits

Establish a Strong Data Sharing Partnership between the District and MTC

Build a community of practice around the collection, standardization, discovery and dissemination of data

Research opportunities for continued collaboration; Software license & subscription sharing, Combined Training programs, Mobility Data/ “Big Data”

Better Data Stewardship (DS)



Questions?

Key Staff Contacts:

Kearey Smith (MTC)

Assistant Director, Data &
Visualization Regional Planning
Program ksmith@bayareametro.gov

Phil Martien, PhD (Air District)

Director, Assessment, Inventory,
and Modeling Division
pmartien@baaqmd.gov

