

**Metropolitan Transportation Commission  
Administration Committee**

**July 12, 2023**

**Agenda Item 2c - 23-0867**

**Metropolitan Transportation Commission (MTC)**

**Fiscal Year 2022-23 Third Quarter Travel Report and International Travel Request**

---

**Subject:**

Travel Report Financials for the second quarter period ended March 31, 2023 and International Travel Request.

**Background:**

Pursuant to MTC Resolution No. 1058, Revised, this summary sheet constitutes the Travel Report to the Administration Committee. As a reminder, Commission policies governing Commissioner and staff travel require that three items be approved and reported to the Administration 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 the MTC funded Commissioner travel must be disclosed in regular reports to this Committee.
3. Budget versus actual travel expenses must be reported to this Committee every quarter.

**International Travel Requests:**

International Bridge, Tunnel & Turnpike Association (IBTTA) is an association that provides thought leadership and education to its members, owners and operators of toll facilities and the businesses that serve them. As President of the International Bridge, Tunnel & Turnpike Association (IBTTA) Andrew Fremier, Executive Director, has been invited to the IBTTA Global Tolling Summit, which convenes November 12-14, 2023, in Athens, Greece. The panel in which Director Fremier is being invited to participate in is entitled “The Future of Mobility” and will feature partners like the Association Européenne des Concessionnaires d’Autoroutes et d’ouvrages à Péage (ASECAP), Permanent International Association of Road Congresses (PIARC), International Road Federation (IRF) and IBTTA, where they’ll discuss “Concessions, Mobility, Tolling, Road safety and where we go from here to tackle the urgent needs of mobility, sustainability, resilience and technology advancements”.

As Director Fremier is the current IBTTA President, Travel costs for airfare, hotel and conference registration will be covered by IBTTA.

MTC will cover incidental expenses that are not covered by IBTTA.

**Commissioner Travel:**

During March 26-29<sup>th</sup> 2023 commissioners, Margaret Abe-Koga, Cindy Chavez, Carol Dutra-Vernaci, Federal Glover, Nick Josefowitz, Alfredo Pedroza, David Rabbit, and Jim Spering traveled to Washington D.C to attend MTC Advocacy Trip.

**Budget Report:**

As outlined in Attachment A, with 75% of the fiscal year passed, actual travel expenses for the MTC are below budget at just 17% of the approved Fiscal Year (FY) 2022-23 budget, primarily due to remote work.

**Issues:**

None identified.

**Recommendation:**

Staff recommends that the Committee authorize Andrew Fremier for international travel as described above.

**Attachments:**

- Attachment A: Metropolitan Transportation Commission Travel Report Financials for FY 2022-23 as of March 31,2023 (75% of the year) (Unaudited)
- Attachment B: Request for Committee Approval – Summary of Proposed International Travel Request



---

Andrew B. Fremier

**METROPOLITAN TRANSPORTATION COMMISSION**  
**Travel Report Financials for FY 2022-23**  
**As of March 31, 2023 (75% of the year) (Unaudited)**

<b>FUND</b>	<b>Budget</b>	<b>YTD Actual</b>	<b>% of Budget</b>
MTC	\$438,250	\$78,674	18.0%
BATA	152,700	27,279	17.9%
SAFE	21,000	1,367	6.5%
Clipper	60,000	6,611	11.0%
<b>Total</b>	<b>\$671,950</b>	<b>\$113,930</b>	<b>17.0%</b>

**Request for Committee Approval**

---

**Summary of Proposed International Travel Request**

Work Item No.: 1111

Staff: Andrew Fremier

Travel Location: Athens, Greece

Travel Dates: November 12-14, 2023

Purpose of Travel: Attend the IBTTA Global Tolling Summit

Travel Cost Estimate: \$0 All travel costs will be reimbursed by IBTTA and MTC will cover incidental expenses that are not covered by IBTTA.

Funding Source: General Fund

Fiscal Impact: Funding is included in the 2023-24 MTC agency budget.

Motion by Committee: That Andrew Fremier is authorized for international travel as described above and in the Administration Committee Summary Sheet dated July 12, 2023.

Administration Committee:

---

Gina Papan, Chair

Approved: Date: July 12, 2023