

Date: March 26, 2025  
W.I.: 1114  
Referred by: Planning

ABSTRACT

Resolution No. 4686

This resolution defines the role and responsibilities of the MTC ABAG Community Advisory Council (Council).

This resolution goes into effect immediately upon adoption, and as of December 31, 2025, rescinds and supersedes MTC Resolution No. 3931. Further discussion of this action is contained in the Executive Director's summary sheets for the Planning Committee and ABAG Administrative Committee dated March 14, 2025. This resolution includes:

- Attachment A, which outlines the purpose, roles, expectations, procedures, appointment process, and membership criteria for the Council;
- Attachment B, a table listing of advisors and their term; and
- Attachment C, a table showing former members of the Council and their replacements.

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RE: MTC ABAG Community Advisory Council

METROPOLITAN TRANSPORTATION COMMISSION  
RESOLUTION NO. 4686

WHEREAS, the Metropolitan Transportation Commission (MTC) and the Association of Bay Area Governments (ABAG) have been working towards greater coordination and integration of their committees over the past decade, enhancing collaboration on planning matters related to transportation, housing, and the environment in the Bay Area; and

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

WHEREAS, MTC seeks to involve residents of diverse backgrounds and interests in the development of transportation plans and programs, in a manner consistent with applicable state and federal requirements and Commission policy (Resolution No. 2648); and

WHEREAS, the Association of Bay Area Governments (ABAG), a joint exercise of powers entity created pursuant to California Government Code Section 6500, *et seq.*, is the Council of Governments and the regional land use planning agency for the San Francisco Bay Area; and

WHEREAS, ABAG's bylaws provide the authority to form committees (Article IV, Section G, ABAG Bylaws as amended June 11, 2020), and procedurally ABAG's President can recommend establishing a new committee with the advice and consent of the Executive Board (see "Policies on ABAG Committee Formation, Structure, and Membership"); and

WHEREAS, the MTC Policy Advisory Council (MTC Council) was established in 2009 under MTC Resolution No. 3931 and consists of 27 Bay Area residents focusing on transportation issues; and

WHEREAS, the ABAG Regional Planning Committee (RPC) has operated as a standing committee including elected officials and representatives from various sectors enumerated under “Policies on ABAG Committee Formation, Structure, and Membership”; and

WHEREAS, both ABAG and MTC agree that the integration of the MTC Council and RPC into a single advisory council would strengthen policy coordination between MTC and ABAG, allowing MTC/ABAG staff and board members to receive input on a more comprehensive set of issues, including transportation, housing, and the environment; and

WHEREAS, elected officials from city and county governments represented by MTC or ABAG would not be eligible to be appointed, but elected officials from other local jurisdictions, such as community college boards or school districts, would be eligible.

WHEREAS, the integrated advisory council will retain geographical diversity with county-appointed representatives and include at-large appointments to ensure broad representation of interests across the Bay Area; and

WHEREAS, the integration will streamline decision-making processes, optimize resources, enhance public engagement, and improve the alignment of the Bay Area’s regional housing, transportation and environmental policy and plans, thereby fostering a more cohesive and effective regional governance framework; and

WHEREAS, the integrated advisory council will be structured to allow for subcommittees to address specific focus areas; and

WHEREAS, the successful integration of the MTC Council and RPC represents a significant step in enhancing collaboration between MTC and ABAG, building on the success of previous joint committee efforts and offering numerous advantages for regional policy and planning efforts;

NOW, THEREFORE, BE IT RESOLVED, that the foregoing statements are true and correct; and be it further

RESOLVED, that the Metropolitan Transportation Commission and the Association of Bay Area Governments hereby jointly establish the MTC ABAG Community Advisory Council (Council); and be it further

RESOLVED, that the members of the Council will be appointed according to the process and shall have the role, tasks, membership and meetings as described in Attachment A to this resolution, attached hereto and incorporated herein as though set forth at length; and be it further

RESOLVED, that the Council roster is contained in Attachment B to this resolution; and be it further

RESOLVED, that the nomination and selection process for Council members shall leverage public input and ensure a transparent and equitable process involving open nominations received from the community, local agencies, elected leaders, and MTC and ABAG members, with final selection of Council members made jointly by the MTC Chair and ABAG President, and ratified by the Commission and the ABAG Executive Board; and be it further

RESOLVED, that the Staff Liaison, and/or designee(s), is instructed to receive nominations to fill expired terms and other vacancies and present staff-recommended appointees to the appropriate appointing individuals and periodical revising Attachment A and/or Attachment B as needed; and be it further

RESOLVED, that members of the MTC Council and RPC, and their respective replacements on the Council, are identified in Attachment C to this resolution; and be it further

RESOLVED, elected officials from city and county governments represented by MTC or ABAG are not eligible to be appointed, ensuring diverse representation from Bay Area residents and stakeholders and maintaining geographic balance across the region; and be it further

RESOLVED, that the Council will be authorized to form subcommittees to address specific focus areas as needed; and be it further

RESOLVED, that the Council will seek regular input from the MTC and ABAG leadership to help guide Council priorities and elevate Council member concerns, fostering deeper understanding and collaboration; and be it further

RESOLVED, that effective December 31, 2025, MTC Resolution No. 3931, Revised, is rescinded and superseded; and be it further

RESOLVED, that the ABAG Executive Boards establishment of the ABAG Regional Planning Committee is rescinded and superseded with the adoption of this resolution.

METROPOLITAN TRANSPORTATION COMMISSION

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Sue Noack, Chair

This resolution was entered into by the Metropolitan Transportation Commission at a meeting of the Commission held in San Francisco, California, and other remote locations on March 26, 2025

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## **MTC ABAG Community Advisory Council**

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### **A. Purpose**

The purpose of the MTC ABAG Community Advisory Council (Council) is to advise the Metropolitan Transportation Commission (MTC) and the Association of Bay Area Governments (ABAG) on issues related to transportation, housing, and the environment in the San Francisco Bay Area. By incorporating diverse voices and perspectives on the Council, MTC and ABAG aim to advance shared local and regional priorities in support of a vibrant Bay Area that is connected, equitable, and sustainable. The Council advises MTC and ABAG on issues assigned by the MTC and ABAG governing bodies.

### **B. Roles/Expectations**

#### **1. Council Members Provide Interest-Based and/or Geographic Perspectives**

Council members should represent the stakeholder interest under which they have been appointed. Although some Council members may be appointed based on an organizational affiliation, they should represent their constituency (not just their individual organization).

#### **2. Responsibilities**

Council members will be expected to regularly attend Council meetings and any assigned subcommittee meetings and to maintain ongoing engagement with organizations and individuals who make up the Council member's constituency.

#### **3. Council Work Plan**

The Council shall adopt an annual workplan and schedule as directed by MTC and ABAG leadership. MTC and ABAG leaders will identify priority areas for feedback from the Council, and establish appropriate goals and performance measures. Council members will also be able to recommend initiatives of potential relevance for inclusion in the work plan.

**4. Reporting to the MTC and ABAG Governing Bodies**

With the assistance of MTC and ABAG staff, the Council will report on its work plan progress and/or present recommendations to the full governing bodies of MTC and ABAG, or their standing committees, as appropriate.

**5. Limitations on Council Activities**

The role of the Council is to advise MTC and ABAG. Council members are not to advocate to or for, advise, or direct any outside organization on behalf of the Council, independent of MTC and ABAG Executive Board action approving such activities.

**6. Conflict of Interest Policy**

In order to avoid potential conflict of interest, no Council member shall participate in a Council agenda item involving an organization or business entity from which the member receives payment or income. In such cases, the Council member shall recuse themselves from the item.

**7. Ethics Training**

All Council members of the Council shall complete an ethics training course within the first six months of their term on the Council.

**C. Membership**

The Council shall be composed of twenty-seven (27) members as follows:

- A total of nine (9) members, one from each Bay Area county, shall be selected to represent interests of communities of color and low-income residents. A minimum of four members shall represent communities of color and a minimum of four shall represent low-income residents. The ninth member shall be selected from either category.
- A total of nine (9) members, one from each Bay Area county, shall be selected to represent the interests of disabled persons and older adults. A minimum of four members shall represent older adults, and a minimum of four shall represent persons with disabilities. The ninth member shall be selected from either category.

- A total of nine (9) at-large members representing one or more of the following regional interests:
  - Labor
  - Business/Employers
  - Environment
  - Transit advocacy
  - Youth
  - Civic organizations focusing on community service, advocacy and/or social welfare
  - Affordable housing

There shall be no alternates to the appointed membership.

#### **D. Appointment Process**

##### **1. General**

The Staff Liaison shall receive nominations via an open application process to fill terms and vacancies for the Council and present recommended appointees to the appropriate Commissioners and Board members for confirmation. The Staff Liaison will present recommended appointees to the MTC Chair and ABAG President as well as to an ad hoc committee of members from MTC and ABAG. In the case of county-specific appointees, the Staff Liaison will present recommended appointees to MTC and/or ABAG member(s) representing the same county. Nominations for members of the Council may be solicited from a wide range of sources including, but not limited to: MTC Commissioners, ABAG Board members, current Council members, relevant organizations in the community, and via news releases or display ads sent to media outlets in the nine-county Bay Area. Final appointments will be made by the MTC Chair and ABAG President taking into consideration recommendations from the ad hoc committee and any recommendations for county-specific appointments provided by MTC and ABAG members, subject to ratification by the Commission and ABAG Executive Board. If the MTC Chair and ABAG President disagree on a decision for a specific appointment, the decision will be made by the Executive Director of MTC/ABAG.



## 2. **Terms of Appointment**

In general, Council members will serve four-year terms. Although there are no term limits, MTC Commissioners and ABAG Board members are to consider length of service and effectiveness before recommending the reappointment of Council members. All Council members wishing to be reappointed must reapply.

## **E. Procedures, Attendance, and Participation**

Council members must attend at least two-thirds of the Council's regularly scheduled meetings each year. Council members are expected to actively participate in discussions, offering insights and feedback on agenda items. Members should come prepared to meetings, having reviewed all relevant materials beforehand. Members should avoid conflicts of interest and must demonstrate respect and professionalism in all interactions. If a Council member has two consecutive unexcused absences from meetings, the member will be contacted and requested to attend the next meeting. If the Council member does not attend a third consecutive meeting, the member will be removed from the Council roster and dismissed from the Council. Council members are allowed to attend remotely, provided that they coordinate with staff and comply with the public notice and access provisions of the Ralph M. Brown Act. Council members attending remotely due to a qualifying disability may do so as long as they (1) use two-way video and audio streaming in real time, and (2) disclose the identity of any adults who are present with the member at the remote location.

### 1. **Residency Requirements**

Council members must live or work in one of the nine counties comprising the Bay Area: Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano, or Sonoma.

### 2. **Compensation**

Council members are entitled to receive a stipend of \$100 per meeting and be reimbursed for actual expenses for travel, with a maximum of five meetings per month. Meetings are defined as a) publicly noticed meetings of the Council or meetings of designated ad hoc working groups of the Council; b) noticed MTC Commission or ABAG Board meetings; or c) attendance at a community meeting at the request of the MTC Commission or

ABAG Board to provide outreach assistance. Virtual meetings must be attended via the Zoom attendee link provided on the first page of every publicly noticed meeting. Meeting attendees may opt to attend in person for public comment and observation at 375 Beale Street, and other remote locations as indicated on the agenda. In-person attendees must adhere to posted public health protocols while in the building. Please note each month must have its own form, and illegible documents will not be accepted and must be resubmitted.

Council members must complete an MTC Advisors Monthly Meeting and Travel Expense Claim to claim a stipend or reimbursement for expenses.

**3. Meeting Frequency and Location of Meetings**

The Council will meet regularly as required by its annual work plan or as required by resolution. All meetings will be public and will be held at the MTC/ABAG offices or other locations at a regular time to be agreed upon by the members of the Council.

**4. Ad Hoc Working Groups**

To implement its work plan, the Council Chair may establish working groups, made up of solely members of the Council and including less than a quorum of Council members, on an ad hoc basis.

**5. Quorum Requirements**

A quorum constitutes a majority of the appointed membership of the Council, and formal decisions shall be by vote of a majority of the quorum.

**6. Election of Council Chair and Vice Chair**

The Council will have a Chair and a Vice Chair, to be elected by the Council for a two-year term. Although Council officers may be reelected, regular rotation of these positions among the Council membership is strongly encouraged.

**7. Public Meetings**

All Council meetings shall comply with the Ralph M. Brown Act, Cal. Gov. Code Sections 54950, *et seq.*

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**Term: January 2026 – December 2029**

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**MTC ABAG Community Advisory Council**

<b>Advisor Name</b>	<b>Representing</b>	<b>County</b>	<b>Appointing Person(s)</b>
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**Former Advisors and Their Replacements**

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**MTC ABAG Community Advisory Council**

<b>Former Advisor</b>	<b>Time Served</b>	<b>Representing</b>	<b>Replaced By</b>	<b>Replaced On</b>
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