

**Metropolitan Transportation Commission
Administration Committee**

May 14, 2025

Agenda Item 2f-25-0540

**Metropolitan Transportation Commission (MTC) Fiscal Year 2024-25 Third Quarter
Travel Report Financials**

Subject:

Travel Report Financials for the third quarter period ended March 31, 2025.

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:

None this quarter.

Commissioner Travel:

None this quarter.

Budget Report:

As outlined in Attachment A, with 75% of the fiscal year passed, actual travel expenses for MTC are within budget at 22% of the approved Fiscal Year (FY) 2024-25 budget.

Issues:

None identified.

Recommendation:

This item is provided for information only and no action is required of the Committee.

Attachments:

- Attachment A: Metropolitan Transportation Commission Travel Report Financials for FY 2024-25 as of March 31, 2025 (75% of the year) (Unaudited)



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