

Date: June 26, 2024
W.I.: 6031, 6032

ABSTRACT

SAFE Resolution No. 72

This resolution approves the SAFE Operating and Capital Budgets for Fiscal Year (FY) 2024-25 Budget for the Metropolitan Transportation Commission Service Authority for Freeways and Expressways (SAFE).

Further discussion of the SAFE Budget is contained in the SAFE Summary Sheet dated June 26, 2024.

Date: June 26, 2024
W.I.: 6031, 6032

RE: Metropolitan Transportation Commission Service Authority for Freeways and Expressways' Operating and Capital Budgets for FY 2024-25

METROPOLITAN TRANSPORTATION COMMISSION
SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS

SAFE RESOLUTION NO. 72

WHEREAS, SAFE Resolution No. 1 established a Metropolitan Transportation Commission Service Authority for Freeways and Expressways (MTC SAFE or SAFE) pursuant to Streets and Highways Code §§ 2550-2556, which provides for the design, installation, operation and maintenance of a motorist aid call box system in any of the Bay Area counties that elect to join SAFE; and

WHEREAS, SAFE staff has prepared a budget setting forth the anticipated revenues and expenditures of the SAFE for FY 2024-25; and

WHEREAS, the draft SAFE budget for FY 2024-25 was presented to the MTC SAFE Authority for approval; now, therefore, be it

RESOLVED, the SAFE operating and capital budgets for FY 2024-25, prepared in accordance with generally accepted accounting principles, attached hereto as Attachment A and incorporated herein as though set forth in full, is approved, and be it further

RESOLVED, that the Executive Director or designee may approve adjustments among line items in the SAFE operating budget for FY 2024-25, provided that there shall be no increase in the overall SAFE operating budget without prior approval of SAFE; and be it further

RESOLVED, that SAFE delegates to its Regional Network Management Committee the authority to approve all contracts and expenditures in SAFE's Budget for FY 2024-25, providing that there shall be no increase in the overall budget without prior approval of SAFE; and be it further

RESOLVED, that SAFE's Executive Director, or the responsible staff person designated by the Executive Director, shall submit written requests to the Regional Network Management

Committee for approval of consultants, professional services, and expenditures authorized in the SAFE Budget for FY 2024-25; and be it further

RESOLVED, that SAFE's Executive Director and Chief Financial Officer are authorized to carry over and re-budget all grants, contracts and funds properly budgeted in the prior fiscal year for which expenditures were budgeted and encumbered and which will take place in FY 2024-25; and be it further

RESOLVED, that SAFE'S Executive Director and Chief Financial Officer are directed to restrict and reserve funds for year-end encumbrances, fixed assets, operating and capital transfers included in the adopted budget, pension liabilities as well as an operating reserve equivalent to six months operating revenue and except for items included in the adopted budget, no use of the reserve is authorized without approval of SAFE; and be it further

RESOLVED, SAFE authorizes the use of SAFE funds for cash flow purposes as an advance on authorized expenditures until the expenditure has been reimbursed; and be it further

RESOLVED, that SAFE's Executive Director, or the responsible staff person designated by the Executive Director, shall furnish the Regional Network Management Committee with a quarterly 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 Regional Network Management Committee.

METROPOLITAN TRANSPORTATION
COMMISSION SERVICE AUTHORITY FOR
FREEWAYS AND EXPRESSWAYS

Alfredo Pedroza, Chair

The above resolution was entered into by the Metropolitan Transportation Commission Service Authority for Freeways and Expressways at a regular meeting of the Authority held in San Francisco, California and at other remote locations, on June 26, 2024.

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W.I.: 6031, 6032

Attachment A
SAFE Resolution No. 72

FY 2024-25 SAFE Budget

**SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS
FY 2024-25 OPERATING BUDGET**

SAFE RESOLUTION NO. 72
DATE: June 26, 2024
WORK ITEM: 6031, 6032

REVENUE AND EXPENSE SUMMARY					
	Actuals 3/31/2024	Approved FY 2023-24	Proposed FY 2024-25	Change \$ Increase/ (Decrease)	Change % Increase/ (Decrease)
OPERATING REVENUE/EXPENSE					
Freeway Assist Program	\$5,368,226	\$7,050,000	\$7,227,302	\$177,302	2.5%
Freeway Service Patrol	\$8,516,052	\$15,070,400	\$14,668,000	(\$402,400)	-2.7%
Subtotal Operating Revenue	\$13,884,277	\$22,120,400	\$21,895,302	(\$225,098)	-1.0%
Freeway Assist Program	\$1,335,113	\$2,991,805	\$2,861,209	(\$130,596)	-4.4%
Freeway Service Patrol	\$11,455,812	\$19,854,134	\$19,461,227	(\$392,907)	-2.0%
Subtotal Operating Expense	\$12,790,926	\$22,845,939	\$22,322,436	(\$523,503)	-2.3%
Operating Surplus (Shortfall) before Transfer	\$1,093,351	(\$725,539)	(\$427,134)	\$298,405	-41.1%
Transfers Out	\$0	\$0	\$0	\$0	0.0%
Total Operating Surplus (Shortfall)	\$1,093,351	(\$725,539)	(\$427,134)	\$298,405	-41.1%
Transfer In from Reserve	\$0	\$725,539	\$427,134	(\$298,405)	-41.1%

REVENUE DETAIL					
	Actuals 3/31/2024	Approved FY 2023-24	Proposed FY 2024-25	Change \$ Increase/ (Decrease)	Change % Increase/ (Decrease)
FREEWAY ASSIST PROGRAM REVENUE					
DMV (Annual Vehicle Registration Fees)	\$4,826,321	\$6,890,000	\$6,750,000	(\$140,000)	-2.0%
Interest	\$541,905	160,000	477,302	\$317,302	198.3%
Freeway Assist Program Subtotal	\$5,368,226	\$7,050,000	\$7,227,302	\$177,302	2.5%
FREEWAY SERVICE PATROL REVENUE					
State Local Assistance Program (LAP)	\$4,467,158	\$7,929,600	\$7,428,000	(\$501,600)	-6.3%
Road Repair & Accountability Act (SB 1)	4,048,894	7,140,800	7,240,000	\$99,200	1.4%
Freeway Service Patrol Subtotal	\$8,516,052	\$15,070,400	\$14,668,000	(\$402,400)	-2.7%
Total Operating Revenue	\$13,884,277	\$22,120,400	\$21,895,302	(\$225,098)	-1.0%

EXPENSE DETAIL					
I. SALARIES AND BENEFITS EXPENSE					
	Actuals 3/31/2024	Approved FY 2023-24	Proposed FY 2024-25	Change \$ Increase/ (Decrease)	Change % Increase/ (Decrease)
FREEWAY ASSIST PROGRAM					
Salaries and Benefits	\$480,318	\$600,575	\$668,405	\$67,830	11.3%
Freeway Assist overhead	268,354	300,288	436,870	\$136,582	45.5%
Freeway Assist Program Subtotal	\$748,671	\$900,863	\$1,105,275	\$204,413	22.7%
FREEWAY SERVICE PATROL					
Salaries and Benefits	\$304,163	\$393,928	\$424,403	\$30,475	7.7%
Freeway Service Patrol Overhead	169,936	196,964	277,390	\$80,426	40.8%
Freeway Service Patrol Subtotal	\$474,099	\$590,891	\$701,793	\$110,901	18.8%
Total Salaries and Benefits	\$1,222,771	\$1,491,754	\$1,807,068	\$315,314	21.1%

II. GENERAL OPERATIONS EXPENSE

	Actuals 3/31/2024	Approved FY 2023-24	Proposed FY 2024-25	Change \$ Increase/ (Decrease)	Change % Increase/ (Decrease)
FREEWAY ASSIST PROGRAM					
General Operations	\$2,563	\$11,000	\$11,000	\$0	0.0%
Travel/Training	1,795	12,000	27,000	\$15,000	125.0%
Data Security Improvements/HW Transition	-	72,500	35,000	(\$37,500)	-51.7%
Legislative advocacy	30,267	52,000	54,000	\$2,000	100.0%
Professional Memberships	4,350	12,800	13,000	\$200	1.6%
Insurance	84,997	120,243	85,934	(\$34,309)	-28.5%
Audit/Accounting	46,953	62,400	72,000	\$9,600	15.4%
Freeway Assist Program Subtotal	\$170,924	\$342,943	\$297,934	(\$45,009)	-13.1%
FREEWAY SERVICE PATROL					
General Operations	\$1,738	\$0	\$0	\$0	0.0%
Travel/Training	2,742	12,000	12,000	\$0	0.0%
Insurance	84,997	120,243	85,934	(\$34,309)	-28.5%
Freeway Service Patrol Subtotal	\$89,477	\$132,243	\$97,934	-\$34,309	-25.9%
Total General Operations	\$260,401	\$475,185	\$395,868	(\$79,317)	-16.7%

II. PROJECT CONSULTANT SERVICES EXPENSE

	Actuals 3/31/2024	Approved FY 2023-24	Proposed FY 2024-25	Change \$ Increase/ (Decrease)	Change % Increase/ (Decrease)
FREEWAY ASSIST PROGRAM					
Transportation Asset-EOC Platform (STIR project)	\$136,680	\$150,000	\$150,000	\$0	0.0%
Emergency Management	62,954	500,000	500,000	\$0	0.0%
Connected Bay Area Strategic Plan	12,125	75,000	-	(\$75,000)	100.0%
Consultant (Other)	-	25,000	25,000	\$0	0.0%
Freeway Assist Program Subtotal	\$211,759	\$750,000	\$675,000	(\$75,000)	-10.0%
FREEWAY SERVICE PATROL					
Information/Data Management	73,770	\$100,000	\$100,000	\$0	0.0%
Consultant (Other)	-	25,000	25,000	\$0	0.0%
Freeway Service Patrol Subtotal	\$73,770	\$125,000	\$125,000	\$0	0.0%
Total Consultant Expense	\$285,529	\$875,000	\$800,000	(\$75,000)	-8.6%

II. PROJECT OPERATING CONTRACTS EXPENSE

	Actuals 3/31/2024	Approved FY 2023-24	Proposed FY 2024-25	Change \$ Increase/ (Decrease)	Change % Increase/ (Decrease)
FREEWAY ASSIST PROGRAM					
Freeway Assist Telecommunication Services	64,323	\$133,000	\$131,000	(\$2,000)	-1.5%
Call Box Repairs/Maintenance/Vandalism	-	200,000	200,000	\$0	0.0%
Private Call Center	39,944	85,000	85,000	\$0	0.0%
Incident Management Program	68,086	375,000	265,000	(\$110,000)	-29.3%
Marketing/Incentives	-	60,000	-	(\$60,000)	-100.0%
SAFETY Corridor Programs (SAFE on 17)	-	100,000	50,000	(\$50,000)	-50.0%
Emergency Operations Telecommunications	31,407	45,000	52,000	\$7,000	15.6%
Freeway Assist Program Subtotal	\$203,759	\$998,000	\$783,000	(\$215,000)	-21.5%

	Actuals 3/31/2024	Approved FY 2023-24	Proposed FY 2024-25	Change \$ Increase/ (Decrease)	Change % Increase/ (Decrease)
FREEWAY SERVICE PATROL					
Freeway Service Patrol Tow Service	10,650,352	\$18,575,000	\$18,100,000	(\$475,000)	-2.6%
CHP Funding Agreement	-	85,000	85,000	\$0	0.0%
In-vehicle Maintenance	49,520	70,000	82,500	\$12,500	17.9%
Freeway Service Patrol Telecommunication Services	73,163	133,000	135,000	\$2,000	1.5%
Equipment Replacement (hardware & warranties)	-	20,000	20,000	\$0	0.0%
System Improvement (software & website)	17,736	50,000	49,000	(\$1,000)	-2.0%
Freeway Service Patrol General Operations	27,695	73,000	65,000	(\$8,000)	-11.0%
Freeway Service Patrol Subtotal	\$10,818,466	\$19,006,000	\$18,536,500	(\$469,500)	-2.5%
Total Operating Contracts Expense	\$11,022,225	\$20,004,000	\$19,319,500	(\$684,500)	-3.4%
Freeway Assist Program Operating Expense	\$1,335,113	\$2,991,805	\$2,861,209	(\$130,596)	-4.4%
Freeway Service Patrol Operating Expense	\$11,455,812	\$19,854,134	\$19,461,227	(\$392,907)	-2.0%
Total Operating Expense	\$12,790,926	\$22,845,939	\$22,322,436	(\$523,503)	-2.3%

SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS
 FISCAL YEAR 2024-25 CAPITAL BUDGET

SAFE RESOLUTION NO. 72
 DATE: June 26, 2024
 WORK ITEM: 6031, 6032

		FY 2023-24 Life to Date Budget	March 2024 Life to Date	March 2024 Remaining Balance	FY 2024-25 Proposed	FY 2024-25 Life to Date Budget
Program	Funding Source	Budget	Actuals	Budget	Budget	Budget
6306 FSP Data-AVL		3,826,260	2,963,183	863,077	0	3,826,260
6314 CBX Site Improvement		2,744,331	1,373,812	1,370,519	0	2,744,331
6320 Emergency/Major Incidents Pro		1,000,000	48,581	951,419	0	1,000,000
6321 Incident Management Capital P		1,000,000	0	1,000,000	0	1,000,000
6322 Connected Bay Area Capital Pro		500,000	0	500,000	0	500,000
Total		\$9,070,591	\$4,385,576	\$4,685,015	\$0	\$9,070,591