



METROPOLITAN
TRANSPORTATION
COMMISSION
SERVICE AUTHORITY
FOR FREEWAYS
AND EXPRESSWAYS

Agenda Item 4a

Bay Area Metro Center
375 Beale Street, Suite 800
San Francisco, CA 94105
TEL 415.778.6700
WEB www.mtc.ca.gov

Memorandum

TO: MTC SAFE Authority

DATE: June 23, 2017

FR: Deputy Executive Director, Operations

W.I.: 6031, 6032

RE: MTC SAFE Resolution No.63: FY 2017-18 Operating and Capital Budget

Staff requests that the Authority approve MTC SAFE Resolution 63 authorizing the operating and capital budget for FY 2017-18.

The budget is revised from the previous version presented to the Operations Committee on June 9th to include additional revenue and expense. These changes are made due to additional revenue anticipated for the FSP program as a result of Senate Bill 1 (Beall). The following table summarizes the changes in the budget.

FY 2017-18 Budget			
	6/9/17 Version	6/27/17 Version	Diff
Operating Revenue			
STP	3.0 million	2.0 million	-1.0 million
LAP	4.5 million	6.7 million	2.2 million
Total Revenue	14.2 million	15.4 million	1.2 million
Operating Expense			
FSP Tow Expense	9.5 million	10.0 million	0.5 million
Transfer to MTC	0.6 million	1.0 million	0.4 million
Total Expense	13.3 million	14.2 million	0.9 million
Balance	0.9 million	1.2 million	0.3 million

The MTC SAFE budget for FY 2017-18 has an operating surplus of \$1,199,008 (Attachment A). The operating surplus in the revised budget increased by \$289,600 as the result of increased from the State Local Assistance Program (LAP). The budget also includes a transfer of \$300,000 from operating reserves to fund capital projects.

Revenue

The overall revenue of \$15.4 million is approximately 3% above the budgeted MTC SAFE revenue for FY 2016-17 (Table 1). The increase in overall revenue is the result of more State Local Assistance Program (LAP) revenue.

The revised revenue budget is \$1.2 million more than the original budget as the result of increases in the LAP eligible expenses.

Table 1

Operating Revenue	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Budget	FY 2017-18 Budget
STP	\$3,591,700	\$1,787,795	\$4,500,000	\$2,000,000
DMV Revenue	6,414,208	6,582,736	6,200,000	6,400,000
Interest Income	982	6,188	7,500	9,000
LAP	4,257,828	4,863,908	3,800,000	6,689,600
State of California	96,776	36,554	100,000	100,000
Transfer in from BATA	0	300,000	300,000	200,000
Other	<u>5,938</u>	<u>7,647</u>	<u>0</u>	<u>0</u>
Total Operating Revenue	<u>\$14,367,432</u>	<u>\$13,584,828</u>	<u>\$14,907,500</u>	<u>\$15,398,600</u>

Operating Expense

The operating budget shows an increase of \$1.4 million in total operating expenses for FY 2017-18 (Table 2). The increase in expenditure is mainly the result of higher costs in FSP tow service and an increase in the transfer to MTC.

The total expense budget has increased by \$900,000 from the original presented budget, as staff anticipates \$500,000 more in LAP eligible expenses for the FSP tow service and \$400,000 more in transfer to MTC.

Table 2

Operating Expense	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Budget	FY 2017-18 Budget
Salaries/ Benefits/ Temps	\$796,413	\$894,821	\$996,758	\$762,701
Professional Fees	779,289	446,138	609,354	545,000
General Administration	341,657	447,151	1,078,900	1,014,891
Repairs and Maintenance	507,055	396,633	520,000	505,000
FSP Tow Expense	8,269,889	7,240,168	8,780,000	9,975,000
Transfer to MTC	964,890	1,204,196	435,700	950,000
Transfer to SAFE Capital	0	6,600,000	0	0
Other	<u>412,152</u>	<u>521,857</u>	<u>364,000</u>	<u>447,000</u>
Total Expense	<u>\$12,071,345</u>	<u>\$17,750,964</u>	<u>\$12,784,712</u>	<u>\$14,199,592</u>

Capital Program

The Capital Program budget is the same as the original budget presented on June 9th.

Operating Reserve

The current and projected operating reserve position is shown in the table below.

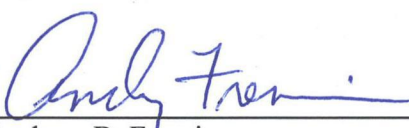
Description	FY 2015-16 Actual	FY 2016-17 Budget	FY 2017-18 Budget
Total Reserve for			
Encumbrances	\$500,000	\$500,000	\$500,000
Fixed Assets	990,045	1,000,000	1,000,000
Transfers to MTC	4,015,495	435,700	550,000
Operating Reserve	0	2,600,000	2,850,000
Transfer to SAFE Capital Projects	0	0	300,000
Net Pension Liability	<u>467,999</u>	<u>450,000</u>	<u>450,000</u>
Total Restricted	5,973,539	4,985,700	5,650,000
Unrestricted Balance	<u>2,975,848</u>	<u>6,086,475</u>	<u>6,621,183</u>
Total Reserves	\$8,949,387	\$11,072,175	\$12,271,183

The revised reserve increased by \$289,600 as the result of the increase in the surplus.

The unrestricted balance is also used as operating cash flow to pay for expenses as the grants are on a reimbursement basis.

Recommendation

Staff recommends that the Authority to approve MTC SAFE Resolution No. 63.



Andrew B. Fremier

ABF:JM
Attachments

Date: June 28, 2017
W.I.: 1231, 1232, 1235, 1237
Referred by: Operations

ABSTRACT

SAFE Resolution No. 63

This resolution approves the FY 2017-18 Budget for the Metropolitan Transportation Commission Service Authority for Freeways and Expressways (SAFE).

Further discussion of the SAFE Budget is contained in the Executive Director's Memoranda to the Metropolitan Transportation Commission Operations Committee dated June 2, 2017, and to the SAFE Authority dated June 23, 2017.

Date: June 28, 2017
W.I.: 6031, 6032, 6035, 6037
Referred by: Operations

RE: Approval of the FY 2017-18 Budget for the Metropolitan Transportation Commission Service Authority for Freeways and Expressways

METROPOLITAN TRANSPORTATION COMMISSION
SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS

SAFE RESOLUTION NO. 63

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 2017-18; and

WHEREAS, the final draft SAFE budget for FY 2017-18 was reviewed and recommended by the Metropolitan Transportation Commission Operations Committee (the "Operations Committee") for approval; now, therefore, be it

RESOLVED, that the SAFE budget for FY 2017-18, as prepared in accordance to generally accepted accounting principles, attached hereto as Attachment A and incorporated herein as though set forth in full, is hereby approved in the amounts and for the purposes listed therein; and, be it further

RESOLVED, that SAFE delegates to the Operations Committee the authority to approve all contracts and expenditures in SAFE's Budget for FY 2017-18, provided 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 Operations Committee for approval of consultants, professional services, and expenditures authorized in the SAFE Budget for FY 2017-18; 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 2017-18; and be it further

RESOLVED, that the Chief Financial Officer is authorized to make advances for cash flow purposes from available resources for operating, project and grant funding purposes with such advances to be repaid as funds are received.

RESOLVED, that SAFE's Executive Director, or the responsible staff person designated by the Executive Director, shall furnish the Operations 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 Operations Committee.

METROPOLITAN TRANSPORTATION
COMMISSION SERVICE AUTHORITY FOR
FREEWAYS AND EXPRESSWAYS

Jake Mackenzie, 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 on June 28, 2017.

**SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS
FY 2017-18 OPERATING AND CAPITAL BUDGET**

Date: June 28, 2017
SAFE: WE 6031, 6032

SAFE RESOLUTION NO. 63

ATTACHMENT A: TABLE OF CONTENTS

SAFE Operating Program	Page 2
SAFE Capital Program	Page 7

**SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS
FY 2017-18 OPERATING AND CAPITAL BUDGET**

Revenue and Expense Summary

OPERATING REVENUE/EXPENSE	FY 2016-17 Budget	FY 2017-18 Budget	Percent Change
SAFE	\$6,507,500	\$6,609,000	1.6%
FSP	\$8,400,000	\$8,789,600	4.6%
Subtotal Operating Revenue	\$14,907,500	\$15,398,600	3.3%
SAFE	\$2,212,492	\$2,111,017	-4.6%
FSP	\$10,136,520	\$11,138,575	9.9%
Subtotal Operating Expense	\$12,349,012	\$13,249,592	7.3%
Transfers Out	\$435,700	\$950,000	118.0%
Operating Surplus (Shortfall)	\$2,122,788	\$1,199,008	-43.5%

**SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS
FY 2017-18 OPERATING AND CAPITAL BUDGET**

REVENUE DETAIL			
OPERATING EXPENSE			
SAFE REVENUES	FY 2016-17 Budget	FY 2017-18 Budget	Percent Change
SAFE (Vehicle Registration Fees)	\$6,200,000	\$6,400,000	3.2%
BATA (Bridge CBX Operations)	\$300,000	\$200,000	-33.3%
Interest	\$7,500	\$9,000	20.0%
Subtotal: SAFE Revenues	\$6,507,500	\$6,609,000	1.6%
FSP REVENUES			
State Local Assistance Program (LAP)	\$3,800,000	\$6,689,600	76.0%
Grant (STP)	\$4,500,000	\$2,000,000	-55.6%
Traffic Mitigation Program (Caltrans)	\$100,000	\$100,000	0.0%
Subtotal: FSP Revenues	\$8,400,000	\$8,789,600	4.6%
Total Revenue	\$14,907,500	\$15,398,600	3.3%

**SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS
FY 2017-18 OPERATING AND CAPITAL BUDGET**

EXPENSE DETAIL

SAFE OPERATING EXPENSE			
	FY 2016-17 Budget	FY 2017-18 Budget	Percent Change
I. Salaries and Benefits			
Freeway Assist/SAFE Project	\$381,238	\$298,489	-21.7%
FSP Project	\$615,520	\$464,212	-24.6%
II. General Operations			
Freeway Assist Project	\$861,254	\$812,528	-5.7%
FSP Project	\$332,000	\$277,363	-16.5%
III. Consultant Services			
Freeway Assist Project	\$320,000	\$300,000	-6.3%
FSP Project	\$175,000	\$170,000	-2.9%
IV. Operating Contracts			
Freeway Assist Project	\$650,000	\$700,000	7.7%
FSP Project	\$9,014,000	\$10,227,000	13.5%
SAFE Operating Expense	\$2,212,492	\$2,111,017	-4.6%
FSP Operating Expense	\$10,136,520	\$11,138,575	9.9%
TOTAL OPERATING EXPENSE	\$12,349,012	\$13,249,592	7.3%
TRANSFERS OUT			
MTC (1229, Regional Operations Center)	\$150,000	\$0	-100.0%
MTC (1223, TMS; 1235)	\$200,000	\$400,000	100.0%
MTC (1161 Information Technology)	\$35,700	\$0	-100.0%
MTC (1237, Freeway Operations)	\$50,000	\$550,000	1000.0%
TOTAL OTHER PROJECTS/TRANSFERS OUT	\$435,700	\$950,000	118.0%
TOTAL EXPENSE	\$12,784,712	\$14,199,592	11.1%

**SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS
FY 2017-18 OPERATING AND CAPITAL BUDGET**

I. SALARIES AND BENEFITS EXPENSE

SAFE Program	FY 2016-17 Budget	FY 2017-18 Budget	Percent Change
Freeway Assist/SAFE Salaries and Benefits	\$381,238	\$298,489	-21.7%
Freeway Assist Subtotal	\$381,238	\$298,489	-21.7%
FREEWAY SERVICE PATROL			
FSP Salaries and Benefits	\$615,520	\$464,212	-24.6%
FSP Subtotal	\$615,520	\$464,212	-24.6%
Total Salaries and Benefits	\$996,758	\$762,701	-23.5%

II. GENERAL OPERATIONS EXPENSE

	FY 2016-17 Budget	FY 2017-18 Budget	Percent Change
FREEWAY ASSIST			
Office Operations (meals, postage, printing)	\$14,000	\$14,000	0.0%
Office depreciation	\$480,000	\$480,000	0.0%
Travel/Training	\$8,500	\$8,500	0.0%
SAFE overhead	\$166,000	\$135,828	-18.2%
Data Security Improvements/HW Transition	\$0	\$19,000	100%
Legislative advocacy	\$17,900	\$19,200	7.3%
Professional Memberships	\$8,000	\$8,500	6.3%
Insurance	\$52,500	\$52,500	0.0%
Audit	\$114,354	\$75,000	-34.4%
Freeway Assist Subtotal	\$861,254	\$812,528	-5.7%
FREEWAY SERVICE PATROL			
Office depreciation	\$3,000	\$3,000	0.0%
Travel/Training	\$8,500	\$8,500	0.0%
FSP Overhead	\$268,000	\$213,363	-20.4%
Insurance	\$52,500	\$52,500	0.0%
FSP Subtotal	\$332,000	\$277,363	-16.5%
Total General Operations	\$1,193,254	\$1,089,891	-8.7%

**SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS
FY 2017-18 OPERATING AND CAPITAL BUDGET**

III. PROJECT CONSULTANT SERVICES EXPENSE

	FY 2016-17 Budget	FY 2017-18 Budget	Percent Change
FREEWAY ASSIST			
Construction Services	\$20,000	\$20,000	0.0%
Call Box Inspections	\$20,000	\$20,000	0.0%
Private Dispatch consulting fees and back-up	\$20,000	\$10,000	-50.0%
Freeway Assist Marketing	\$175,000	\$200,000	14.3%
Consultant other	\$85,000	\$50,000	-41.2%
Freeway Assist Subtotal	\$320,000	\$300,000	-6.3%
FREEWAY SERVICE PATROL			
Information/Data Management	\$100,000	\$100,000	0.0%
PEMS FSP Module Upgrade	\$0	\$20,000	100%
Consultant other	\$75,000	\$50,000	-33.3%
FSP Subtotal	\$175,000	\$170,000	-2.9%
Total Consultant Expense	\$495,000	\$470,000	-5.1%

IV. PROJECT OPERATING CONTRACTS EXPENSE

	FY 2016-17 Budget	FY 2017-18 Budget	Percent Change
FREEWAY ASSIST			
CHP Administrative Services	\$20,000	\$20,000	0.0%
Telcommunication Services	\$65,000	\$45,000	-30.8%
Call Box Repairs/Maintenance/Vandalism	\$400,000	\$400,000	0.0%
Private Call Center	\$100,000	\$100,000	0.0%
SAFE on 17 Program	\$50,000	\$50,000	0.0%
Emergency Operations Training & Telecom	\$0	\$75,000	100.0%
Freeway Assist Operations	\$15,000	\$10,000	-33.3%
Freeway Assist Subtotal	\$650,000	\$700,000	7.7%
FREEWAY SERVICE PATROL			
FSP Tow Service	\$8,700,000	\$9,900,000	13.8%
CHP Funding Agreement	\$30,000	\$25,000	-16.7%
In-vehicle Maintenance	\$110,000	\$85,000	-22.7%
Telecommunication Services	\$89,000	\$107,000	20.2%
Equipment Replacement (hardware & warranties)	\$15,000	\$20,000	33.3%
System Improvement (software & website)	\$10,000	\$20,000	100.0%
FSP General Operations	\$60,000	\$70,000	16.7%
FSP Subtotal	\$9,014,000	\$10,227,000	13.5%
Total Operating Contracts Expense	\$9,664,000	\$10,927,000	13.1%

SAFE CAPITAL PROGRAM
Fiscal Year 2017-18 - SAFE RES 63

Life to Date through FY 2016-17		FY 2017-18 SAFE RES 63		Life to Date through FY 2017-18	
Program	Fund Budget	Fund	Budget	Fund	Budget
6301 Bridge Call Boxes					
BATA	\$3,711,000			BATA	\$3,711,000
SAFE	60,000			SAFE	60,000
	3,771,000				3,771,000
6303 Bay Area Camera Upgrade					
CMAQ	6,724,650			CMAQ	6,724,650
SAFE	2,669,933			SAFE	2,669,933
STP	70,000			STP	70,000
	9,464,583				9,464,583
6306 FSP Data-AVL					
SAFE	400,000			SAFE	400,000
SAFE	1,370,000	SAFE	\$300,000	SAFE	1,670,000
STP	1,572,000			STP	1,572,000
	3,342,000				3,642,000
6314 CBX Site Improvement					
SAFE	1,650,000			SAFE	1,650,000
	1,650,000				1,650,000
6318 Connected Vehicles & Telematics					
6318 Commuter Parking Initiative					
SAFE	2,500,000			SAFE	2,500,000
	2,500,000				2,500,000
6319 Active Operations Management Program					
SAFE	3,200,000			SAFE	3,200,000
	3,200,000				3,200,000
Total	\$23,927,583		\$300,000		\$24,227,583
SAFE Capital Funds (+/-)			\$300,000		
SAFE Funds from Operating Reserve			(\$300,000)		