

**Metropolitan Transportation Commission
Administration Committee**

March 12, 2025

Agenda Item 2b-25-0199

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

Subject:

Travel Report Financials for the second quarter period ended December 31, 2024.

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:

None this quarter.

International Travel:

None this quarter.

Commissioner Travel:

None this quarter.

Budget Report:

As outlined in Attachment A, with 50% of the fiscal year passed, actual travel expenses for MTC are within budget at 15% 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 December 31, 2024 (50% of the year) (Unaudited)



Andrew B. Fremier