

Date: June 28, 2023
W.I.: 6031, 6032
Referred by: Operations

ABSTRACT

SAFE Resolution No. 71

This resolution approves the SAFE Operating and Capital Budgets for Fiscal Year (FY) 2023-24 Budget for the Metropolitan Transportation Commission Service Authority for Freeways and Expressways (SAFE).

Further discussion of the SAFE Budget is contained in the Operations Committee Summary Sheet dated June 9, 2023.

Date: June 28, 2023
W.I.: 6031, 6032
Referred by: Operations

RE: Metropolitan Transportation Commission Service Authority for Freeways and Expressways' Operating and Capital Budgets for FY 2023-24

METROPOLITAN TRANSPORTATION COMMISSION
SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS

SAFE RESOLUTION NO. 71

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 2023-24; and

WHEREAS, the final draft SAFE budget for FY 2023-24 was reviewed and recommended by the Metropolitan Transportation Commission Regional Network Management Committee (the "Regional Network Management Committee" and formally known as the Operations Committee) for approval; now, therefore, be it

RESOLVED, the SAFE operating and capital budgets for FY 2023-24, 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 2023-24, 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 2023-24, 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 2023-24; 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 2023-24; 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 28, 2023.

Date: June 28, 2023
W.I.: 6031, 6032
Referred by: Operations
Attachment A
SAFE Resolution No. 71

FY 2023-24 SAFE Budget

**SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS
FY 2023-24 OPERATING BUDGET**

SAFE RESOLUTION N71
DATE: June 28, 2023
WORK ITEM: 6031, 6032

REVENUE AND EXPENSE SUMMARY					
OPERATING REVENUE/EXPENSE	Actual as of 02/28/2023	FY 2022-23 Approved	FY 2023-24 Draft	Change \$ Increase/(Decrease)	Change % Increase/(Decrease)
Freeway Assist Program	\$4,390,817	\$6,854,000	\$7,050,000	\$196,000	2.9%
Freeway Service Patrol	\$8,324,632	\$14,492,000	\$15,070,400	\$578,400	4.0%
Subtotal Operating Revenue	\$12,715,449	\$21,346,000	\$22,120,400	\$774,400	3.6%
Freeway Assist Program	\$1,331,906	\$2,983,137	\$2,991,805	\$8,668	0.3%
Freeway Service Patrol	\$11,066,940	\$18,869,986	\$19,854,134	\$984,148	5.2%
Subtotal Operating Expense	\$12,398,846	\$21,853,123	\$22,845,939	\$992,816	4.5%
Operating Surplus (Shortfall) before Transfer	\$316,603	(\$507,123)	(\$725,539)	(\$218,416)	43.1%
Transfers Out	\$0	\$0	\$0	\$0	0.0%
Total Operating Surplus (Shortfall)	\$316,603	(\$507,123)	(\$725,539)	(\$218,416)	43.1%
Transfer In from Reserve	\$0	\$507,123	\$725,539	\$218,416	43.1%

REVENUE DETAIL					
OPERATING REVENUE					
FREEWAY ASSIST PROGRAM REVENUE	Actual as of 02/28/2023	FY 2022-23 Approved	FY 2023-24 Draft	Change \$ Increase/(Decrease)	Change % Increase/(Decrease)
DMV (Annual Vehicle Registration Fees)	\$4,298,293	\$6,850,000	\$6,890,000	\$40,000	0.6%
Interest	\$92,524	\$4,000	\$160,000	\$156,000	3900.0%
Subtotal: Freeway Assist Program Revenue	\$4,390,817	\$6,854,000	\$7,050,000	\$196,000	2.9%
FREEWAY SERVICE PATROL REVENUE					
State Local Assistance Program (LAP)	\$5,981,623	\$7,970,600	\$7,929,600	(\$41,000)	-0.5%
Road Repair & Accountability Act (SB 1)	\$2,343,009	\$6,521,400	\$7,140,800	\$619,400	9.5%
Subtotal: Freeway Service Patrol Revenue	\$8,324,632	\$14,492,000	\$15,070,400	\$578,400	4.0%
Total Operating Revenue	\$12,715,449	\$21,346,000	\$22,120,400	\$774,400	3.6%

EXPENSE DETAIL					
OPERATING EXPENSE					
I. SALARIES AND BENEFITS EXPENSE					
FREEWAY ASSIST PROGRAM	Actual as of 02/28/2023	FY 2022-23 Approved	FY 2023-24 Draft	Change \$ Increase/(Decrease)	Change % Increase/(Decrease)
Salaries and Benefits	\$402,833	\$607,567	\$600,575	(\$6,992)	-1.2%
Freeway Assist overhead	\$195,978	\$303,783	\$300,288	(\$3,496)	-1.2%
Freeway Assist Program Subtotal	\$598,811	\$911,351	\$900,863	-\$10,488	-1.2%
FREEWAY SERVICE PATROL					
Salaries and Benefits	\$265,813	\$399,099	\$393,928	(\$5,172)	-1.3%
Freeway Service Patrol Overhead	\$129,318	\$199,550	\$196,964	(\$2,586)	-1.3%
Freeway Service Patrol Subtotal	\$395,131	\$598,649	\$590,891	-\$7,758	-1.3%
Total Salaries and Benefits	\$993,942	\$1,510,000	\$1,491,754	(\$18,246)	-1.2%

II. GENERAL OPERATIONS EXPENSE

	Actual as of 02/28/2023	FY 2022-23 Approved	FY 2023-24 Draft	Change \$ Increase/(Decrease)	Change % Increase/(Decrease)
FREEWAY ASSIST PROGRAM					
Office Operations (meals, postage, printing)	\$0	\$11,000	\$11,000	\$0	0.0%
Travel/Training	\$1,659	\$22,000	\$12,000	(\$10,000)	-45.5%
Data Security Improvements/HW Transition	\$48,640	\$65,000	\$72,500	\$7,500	11.5%
Legislative advocacy	\$18,160	\$50,000	\$52,000	\$2,000	100.0%
Professional Memberships	\$6,237	\$9,800	\$12,800	\$3,000	30.6%
Insurance	\$85,556	\$104,459	\$120,243	\$15,784	15.1%
Audit/Accounting	\$47,186	\$65,500	\$62,400	(\$3,100)	-4.7%
Freeway Assist Program Subtotal w/o Depreciation	\$207,438	\$327,759	\$342,943	\$15,184	4.6%
FREEWAY SERVICE PATROL					
Travel/Training	\$5,640	\$11,000	\$12,000	\$1,000	9.1%
Insurance	\$85,556	\$104,459	\$120,243	\$15,784	15.1%
Freeway Service Patrol Subtotal w/o Depreciation	\$91,196	\$115,459	\$132,243	\$16,784	14.5%
Total General Operations w/o Depreciation	\$298,635	\$443,217	\$475,185	\$31,968	7.2%
FREEWAY ASSIST PROGRAM					
Office depreciation	\$41,446	\$140,528	\$0	(\$140,528)	-100.0%
FREEWAY SERVICE PATROL					
Office depreciation	\$2,939	\$5,878	\$0	(\$5,878)	0.0%
Freeway Assist Program Subtotal with Depreciation	\$248,884	\$468,287	\$342,943	-\$125,344	-26.8%
Freeway Service Patrol Subtotal with Depreciation	\$94,135	\$121,337	\$132,243	\$10,905	9.0%
Total General Operations with Depreciation	\$343,020	\$589,624	\$475,185	(\$114,439)	-19.4%

II. PROJECT CONSULTANT SERVICES EXPENSE

	Actual as of 02/28/2023	FY 2022-23 Approved	FY 2023-24 Draft	Change \$ Increase/(Decrease)	Change % Increase/(Decrease)
FREEWAY ASSIST PROGRAM					
Transportation Asset-EOC Platform (STIR project)	\$75,000	\$125,000	\$150,000	\$25,000	20.0%
Emergency Management	\$0	\$400,000	\$500,000	\$100,000	25.0%
Connected Bay Area Strategic Plan	\$0	\$150,000	\$75,000	(\$75,000)	100.0%
Consultant (Other)	\$0	\$50,000	\$25,000	(\$25,000)	-50.0%
Freeway Assist Program Subtotal	\$75,000	\$725,000	\$750,000	\$25,000	3.4%
FREEWAY SERVICE PATROL					
Information/Data Management	\$61,800	\$100,000	\$100,000	\$0	0.0%
Consultant (Other)	\$3,758	\$25,000	\$25,000	\$0	0.0%
Freeway Service Patrol Subtotal	\$65,558	\$125,000	\$125,000	\$0	0.0%
Total Consultant Expense	\$140,558	\$850,000	\$875,000	\$25,000	2.9%

II. PROJECT OPERATING CONTRACTS EXPENSE

	Actual as of 02/28/2023	FY 2022-23 Approved	FY 2023-24 Draft	Change \$ Increase/(Decrease)	Change % Increase/(Decrease)
FREEWAY ASSIST PROGRAM					
Freeway Assist Telecommunication Services	\$48,442	\$143,500	\$133,000	(\$10,500)	-7.3%
Call Box Repairs/Maintenance/Vandalism	\$185,370	\$270,000	\$200,000	(\$70,000)	-25.9%
Private Call Center	\$105,243	\$70,000	\$85,000	\$15,000	21.4%
Incident Management Program	\$35,000	\$235,000	\$375,000	\$140,000	59.6%
Marketing/Incentives	\$0	\$0	\$60,000	\$60,000	0.0%
SAFETY Corridor Programs (SAFE on 17)	\$0	\$100,000	\$100,000	\$0	0.0%
Emergency Operations Telecommunications	\$35,155	\$60,000	\$45,000	(\$15,000)	-25.0%
Freeway Assist Program Subtotal	\$409,210	\$878,500	\$998,000	\$119,500	13.6%

	Actual as of 02/28/2023	FY 2022-23 Approved	FY 2023-24 Draft	Change \$ Increase/(Decrease)	Change % Increase/(Decrease)
FREEWAY SERVICE PATROL					
Freeway Service Patrol Tow Service	\$10,416,927	\$17,700,000	\$18,575,000	\$875,000	4.9%
CHP Funding Agreement	\$0	\$10,000	\$85,000	\$75,000	750.0%
In-vehicle Maintenance	\$8,084	\$70,000	\$70,000	\$0	0.0%
Freeway Service Patrol Telecommunication Services	\$53,550	\$130,000	\$133,000	\$3,000	2.3%
Equipment Replacement (hardware & warranties)	\$1,026	\$20,000	\$20,000	\$0	0.0%
System Improvement (software & website)	\$11,733	\$35,000	\$50,000	\$15,000	42.9%
Freeway Service Patrol General Operations	\$20,796	\$60,000	\$73,000	\$13,000	21.7%
Freeway Service Patrol Subtotal	\$10,512,116	\$18,025,000	\$19,006,000	\$981,000	5.4%
Total Operating Contracts Expense	\$10,921,326	\$18,903,500	\$20,004,000	\$1,100,500	5.8%
Freeway Assist Program Operating Expense	\$1,331,906	\$2,983,137	\$2,991,805	\$8,668	0.3%
Freeway Service Patrol Operating Expense	\$11,066,940	\$18,869,986	\$19,854,134	\$984,148	5.2%
Total Operating Expense	\$12,398,846	\$21,853,123	\$22,845,939	\$992,816	4.5%

SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS
FISCAL 2023-24 CAPITAL BUDGET

		Life to Date Budget FY 2022-23	FY 2023-24	Life to Date Budget FY 2023-24	Actual Life to Date	Remaining Balance thru February 2023
Program	Funding Source	Budget	Budget	Budget		Budget
6306 FSP Data-AVL						
	SAFE	2,270,000	0	2,270,000	2,270,000	0
	STBG	1,556,260	0	1,556,260	446,729	1,109,531
		3,826,260	0	3,826,260	2,716,729	1,109,531
6314 CBX Site Improvement						
	SAFE	2,744,331	0	2,744,331	1,329,452	1,414,879
		2,744,331	0	2,744,331	1,329,452	1,414,879
6320 Emergency/Major Incidents Program						
	SAFE	1,000,000	0	1,000,000	676,148	323,852
		1,000,000	0	1,000,000	676,148	323,852
6321 Incident Management Capital Program						
	SAFE	1,000,000	0	1,000,000	0	1,000,000
		1,000,000	0	1,000,000	0	1,000,000
6322 NEW Connected Bay Area Capital Program						
	SAFE	500,000	0	500,000	0	500,000
		500,000	0	500,000	0	500,000
Total		\$9,070,591	\$0	\$9,070,591	\$4,722,329	\$4,348,262