

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.

Date: June 26, 2024
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 |