

# San Mateo County Transportation Authority

## Fiscal Year 2025 Adopted Budget



**SAN MATEO COUNTY**  
**Transportation**  
**Authority**

**1250 San Carlos Avenue  
San Carlos, CA 94070  
Phone: (650) 508-6200**

**[smcta.com](http://smcta.com)**

## CREDITS

The following individuals contributed to the production of the Fiscal Year 2025 Budget Book:

Kate Jordan Steiner	Chief Financial Officer
Ladi Millard-Olmeda	Director, Budgets and Financial Analysis
Cleo Liao	Manager, Budgets
Melanie Hartanto	Senior Budget Analyst
Peter Skinner	Executive Officer, Transportation Authority
Patrick Gilster	Director, Planning and Funding Management
Leslie Fong	Transportation Authority Financial Program Manager



**ANNUAL BUDGET FOR THE FISCAL YEAR  
BEGINNING JULY 1, 2024**

**Adopted by the San Mateo County Transportation Authority June 6, 2024**

# SAN MATEO COUNTY TRANSPORTATION AUTHORITY FISCAL YEAR 2025 BUDGET

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SAN MATEO COUNTY TRANSPORTATION AUTHORITY

GFOA CERTIFICATES OF ACHIEVEMENTS

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
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**San Mateo County Transportation Authority  
California**

For the Fiscal Year Beginning

**July 01, 2023**

*Christopher P. Monill*

**Executive Director**

## Budget Guide

The San Mateo County Transportation Authority's (TA) fiscal year begins July 1 and ends June 30. The adopted budget contains an abundance of information regarding the TA. This Budget Guide is provided to assist the reader in locating subjects of interest and to explain how this document is structured.

## Document Organization

The Fiscal Year 2025 (FY25) TA Budget has six major sections: Introduction & Overview, Financial Structure, Budget Policy and Process, FY25 Budget, Division and Cost Center Budgets, and Capital Budget and Program.

The **Introduction** contains the Budget Message for the TA. In addition, this section includes a Strategic Plan update and covers local economic factors impacting San Mateo County and its surroundings.

The **Financial Structure** includes detailed description of the Reporting Entity and its services, the General Organization Chart, a listing of the Board of Directors and key staff members, fund descriptions and structure, the TA's Goals and a Programs description.

The **Budget Policy and Process** summarizes and includes a description of its financial policies. It also includes the Budget Planning and Development Process, Budget Amendment Procedure, Budget Assumptions for FY25, and the Budget Calendar.

The **FY25 Budget** contains the adopted FY25 Budget in which the TA revenues and expenditures are presented in detail showing resources allocated to expenditure categories and major programs. Explanations of all major revenue sources and expenditure justifications are included in this section.

The **Divisions and Cost Center Budgets** are presented, including the division responsibilities and objectives for FY25, a comparison of prior year revised budget and cost center staffing requirements.

The **Capital Budget and Program** presents a compilation of capital projects under the various programs from the latest quarterly capital status report as of March 2024.

In addition to the aforementioned six major sections, the document also includes a section for **Supplemental Information** which contains information on Annual Consumer Price Index (CPI) Calculation, Personnel Summary by Division, Glossary of Terms, and Demographic Data.

Lastly, a **List of Tables and Charts** is included in the Table of Contents that gives the reviewer a quick and easy guide to graphs and other details highlighted in the document.

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## SECTION 1 - INTRODUCTION AND OVERVIEW

### Message from the Chief Financial Officer

We are pleased to transmit the Fiscal Year 2025 (FY25) San Mateo County Transportation Authority (TA) budget, which was adopted by the Board of Directors on June 6, 2024 in the amount of \$189,035,418.

The TA was formed pursuant to the Bay Area County Traffic and Transportation Funding Act in June 1988, Measure A, a half-cent sales tax for countywide transportation projects and programs. The Original Measure A expired December 31, 2008. In 2004, county voters approved a New Measure A, reauthorizing the tax for an additional 25 years through December 31, 2033 and adopting the 2004 Transportation Expenditure Plan. In November 2018, county voters approved Measure W, which was placed on the ballot by the San Mateo County Transit District (District), authorizing a half-cent sales tax commencing July 1, 2019 for a 30-year term through June 30, 2049. One-half of the Measure W proceeds are transferred from the District to the TA to be managed in compliance with the Measure W Congestion Relief Plan.

The TA's role is to administer the proceeds from the Measure A and Measure W sales taxes to fund a broad spectrum of transportation-related projects and programs. The TA also helps partner agencies plan for and implement projects funded by Measures A and W, when needed.

Total FY25 revenue is \$207.0 million (M), an increase of \$16.8M or 8.9% from the FY24 revised budget. FY25 sales tax receipts are projected at \$177.0M, including \$59.0M, one-half of total Measure W proceeds managed by the TA.

After the budget adoption in June, the Board will program and allocate funds for specific initiatives, including the Cycle 7 Pedestrian and Bicycle Program and the Cycle 2 Alternative Congestion Relief awards, both set for December 2024. The FY26 and FY27 Shuttle Program Call for Projects begins early 2025, with funding decisions by late spring. Additionally, the TA Strategic Plan 2025-2029, which outlines the policy framework for Measure A and Measure W funding, is scheduled for adoption in January 2025.

This report is intended to provide a comprehensive single source of information regarding the TA. The report includes a budget guide and five major sections: The Board Resolution Adopting the Budget, Executive Staff and General Counsel, TA's Funding Source, Organizational Chart, FY25 Adopted Budget, and Glossary of Terms.

Sincerely,



Kate Jordan Steiner  
**Chief Financial Officer**

## Strategic Plan

In 1988, San Mateo County voters approved Measure A, a 20-year half-cent sales tax to fund and leverage additional funding for transportation projects and programs in San Mateo County. The approval of Measure A created the TA to manage and administer the sales tax revenues generated.

The 1988 Measure A expired on December 31, 2008. Voters reauthorized Measure A with the 2004 Transportation Expenditure Plan (TEP) in November 2004 by a 75.3% majority, extending the TA's mission through 2033. Measure A includes funding program categories for transit, highways, local streets/transportation, grade separations, pedestrians & bicycles, and alternative congestion relief.

The Measure A TEP can be viewed through the following link:

<https://www.smcta.com/media/3690/download?inline>

Building off the success of Measure A, San Mateo County voters approved the Measure W Congestion Relief Plan (CRP) in November 2018. This was the result of a culmination of efforts to develop a county-wide expenditure plan supported by an extensive outreach process to better understand and meet the County's mobility needs. Measure W provides an additional half-cent transportation sales tax revenue source for 30 years. 50% of the Measure W sales tax are administered by the District for the county public transportation systems, while the remaining 50% of the sales tax are administered by the TA for program funding categories including: countywide highway improvements; local safety, pothole and congestion relief; bicycle & pedestrian improvements; and regional transit connections.

The Measure W Congestion Relief Plan can be viewed through the following link:

<https://www.smcta.com/media/8366/download?inline>

The Measure A TEP and Measure W CRP require the TA to prepare a strategic plan and update it at least every five years. The TA Strategic Plan 2020-2024 provides a consolidated policy framework and guidance for implementing both Measure A and the TA administered portion of Measure W. As noted above, the TA Strategic Plan 2025-2029 is planned for adoption in January 2025.

The current TA Strategic Plan 2020-2024 can be viewed in the following link:

<https://www.smcta.com/strategic-plan-2020-2024>

Details about the development of Strategic Plan 2025-2029 can be viewed in the following link:

<https://www.smcta.com/StrategicPlan2029>

## Call for Projects Process

It is essential to emphasize that the Strategic Plan is a living document that will continue to evolve as the TA implements the Measure A and Measure W programs. Therefore, the TA's main priority is to manage and administer the sales tax revenues generated from Measure A and Measure W funds in accordance with the 2004 Measure A TEP and 2018 Measure W CRP. The TA then programs funding for projects within the plans' prescribed Allocation and Category percentages.

The TA's Strategic Plan establishes the Call for Projects process for selecting projects and allocating Measure A and W funds for the highway, grade separation, pedestrian/bicycle, regional transit connections and shuttle programs. The process for receiving funding for new projects is:

1. Call for Projects: The TA will issue a Call for Projects by program, requesting Project Sponsor(s) to submit projects for Measure A and W funding consideration. Project Initiator, defined as any party or entity, may recommend or initiate a project by submitting it to an eligible Project Sponsor. Project Sponsors can be local Cities, San Mateo County and Joint Powers Authorities within San Mateo County, transit agencies operating in San Mateo County (for select programs), and the California Department of Transportation (Caltrans).
2. Project Evaluation and Prioritization: The TA assembles Project Review committees to evaluate project applications and proposals. The competitive programs include an evaluation process that are based on six general categories of criteria laid out in the 2020-2024 TA Strategic Plan that guide project selection:
  - a. Need – Evaluation to justify the underlying need(s) such as safety and traffic improvements, current or projected roadway congestion, or stakeholder support.
  - b. Policy Consistency – Consistent with the goals of the County Transportation Expenditure Plan and other plans, laws, and regulations.
  - c. Readiness – Measures the level of public and stakeholder support and viability of the project to be funded and implemented.
  - d. Effectiveness – Measurable criteria to be used to evaluate the performance merits of the project. Criteria includes operating cost per passenger, passengers per service hour, equity for communities who are low income, transit dependent or other special needs, safety, traffic benefit, or performance improvement.
  - e. Sustainability – Assessing the impact of a project in promoting practices that reduce and/or eliminate harmful impacts to the natural environment. Additionally, socio-economic equity is assessed by evaluating the impact projects have on low income, transit dependent, and other vulnerable populations.
  - f. Funding Leverage – Measures the level of financial commitment to a project and includes consideration for the amount of matching funds from Federal, State, and Local levels and/or private subsidies.

## Project Selection and Prioritization Criteria

Need	Policy Consistency	Readiness	Effectiveness	Sustainability	Funding Leverage
Project Justification	<p>2004 Expenditure Plan</p> <p>Countywide Transportation Plan</p> <p>Regional and Local Plans</p>	<p>Planning Process</p> <p>Stakeholder Support</p> <p>Funding Commitment</p>	<p>Congestion Relief</p> <p>System Connectivity</p> <p>Ridership</p> <p>Safety</p> <p>Value</p> <p>Reliability</p>	<p>Environmental Impact</p> <p>Support Transit-Oriented Development</p> <p>Economic Development</p> <p>Complete Streets</p>	<p>Matching Funds</p> <p>Private Subsidy</p>

### 3. Other Considerations:

- a. Geographic Equity – While geographic is not a criterion for evaluating the merit of individual projects, the Measure A and W sales taxes are paid by countywide and the TA strives to ensure funding is fairly distributed across the county with a special emphasis on funding projects in historically underserved communities.
- b. Environmental reporting, review, and approval procedures, as provided under the National Environmental Policy Act, and/or the California Environmental Quality Act and other applicable laws, are carried out as a prerequisite for the implementation of any project.

4. Staff Recommendation – Staff develops project funding recommendations for Board consideration based on analysis by the Project Review Committee.
5. TA Board Approval – The Board will vote on allocation of funding as part of the TA's annual budget approval process to ensure commitment to the project and timely availability of the funds.
6. Funding Agreements – The recipient is required to execute a funding agreement with the TA prior to receiving any disbursements of funds.
7. Monitoring Report Submittals – Project Sponsors are required to submit monitoring reports to track progress and ensure appropriate and efficient use of Measure A and W funds. Geographic Equity – While geographic is not a criterion for evaluating the merit of individual projects, the Measure A and W sales taxes are paid by countywide and the TA strives to ensure funding is fairly distributed across the county with a special emphasis on funding projects in historically underserved communities.
  - a. Capital Projects – Requires submission of monitoring reports during design development and construction. Post-construction, the TA will monitor the use and effectiveness of the projects as part of performance metrics that will be used to confirm that the plan goals are being met.

- b. Operating Projects – Requires report submissions of performance measures, including service effectiveness, service quality, and customer satisfaction. This assists the TA in justifying the continued funding for approved operating projects

## **Economic Factors Influencing Decisions**

### **Economic Factors**

The Bay Area continues to rebound from the pandemic. The high inflation and price remain a concern. According to the U.S. Bureau of Labor Statistics' bimonthly report, as of June 2024, inflation in the San Francisco Bay Area sits at 3.2%, above the United States at 3.0%. Current Consumer Price Index (CPI) trends show optimism in the future for the economy, but the Federal Reserve continues to hold a hawkish stance, with commitment to easing inflationary pressures in the United States.

The Bay Area shows an overall decline in total jobs across most industries in the first half of calendar year 2024 (CY24) driven by losses in technology, professional and business services industries. Looking forward to the second half of CY24, with the Federal Reserve's rate stance, the growth numbers in the labor market, and challenges within a stagnating commercial real estate market in San Francisco, as well as limited number of new builds in the residential housing market in the San Francisco, San Mateo, and Santa Clara Counties, there is high potential for economic pressures to slow the growth of all industries in the Bay Area.

According to the California Employment Development Department's (EDD) June 2024 report, the total jobs in the San Francisco-Redwood City-South San Francisco metropolitan division decreased by 0.6%, a total of 6,700 jobs lost comparing to 2023. The greatest job losses in the region occurred in information technology, losing 10,100 jobs, and professional and business services losing 7,400 jobs, reflecting layoffs observed throughout 2023 and 2024. These job losses were offset by year-over-year growth of 4,600 jobs in private education and health services and 3,600 jobs in leisure and hospitality.

As per the California EDD in June of 2024, unemployment rates in San Francisco, San Mateo, and Santa Clara Counties were 3.6%, 3.5%, and 4.1% respectively. The total combined civilian labor force in San Francisco County and San Mateo County is down 1.8%, 17,800 jobs, from June 2023 to May 2024.

Housing affordability in the entire Bay Area remains a concern moving forward into the second half of 2024. According to the California Association of Realtors, the pricing for existing single-family housing, was down 6% in California, while San Francisco, San Mateo, and Santa Clara Counties were up 20.4%, 13.4%, and 13.7%, respectively. Single-family home prices in all three counties continue to rise year-to-year. As of May 2024, Santa Clara County is leading the percent price increase in the Bay Area with a year-over-year gain of 17.4%, followed by San Mateo County at 15.7%, and San Francisco County at an increase of 2.2%. As inflationary pressures, high interest rates, and a limited number of new buildings are permitted within the Bay Area, people interested in owning a home are seeking housing outside the Bay Area.

San Mateo County's population has declined 4.7% since the 10-year peak in 2019 at 774,231 residents, to 737,644 residents in 2023. Given the previous population outlook of the San Mateo County, and the greater Bay Area, the population is still projected to decline in the next three years into 2027.

With the exception of Marin County; San Mateo, San Francisco, and Santa Clara Counties per capita personal income continue to outpace the rest of California, seeing consecutive annual growth over the past three years. As per the San Mateo County 2023 annual comprehensive financial report, San Mateo County continues to be held as one of the most affluent regions in California, with the highest per capita income estimated at \$165,300 in 2022, which is a 3% increase from the counties' per capita income of \$160,485 in 2021.

## SAN MATEO COUNTY DEMOGRAPHICS AND ECONOMIC INFORMATION-POPULATION, INCOME, AND UNEMPLOYMENT RATES

### Fiscal Years 2015 through 2024

Year	Population	Total Personal		Per Capita Personal Income	Average Unemployment Rates
		Income (in millions)	[1]	[2]	[3]
2024	734,481	\$ 129,401	*	\$ 175,366	3.5%
2023	737,644	125,632	*	170,259	3.1%
2022	740,821	121,973	*	165,300	2.1%
2021	751,596	118,420		160,485	5.0%
2020	771,061	108,470		142,264	10.8%
2019	774,231	100,799		131,180	2.2%
2018	772,372	96,226		124,705	2.5%
2017	770,256	89,149		115,556	2.9%
2016	765,895	81,488		106,115	3.3%
2015	759,155	78,525		102,639	3.3%

[1] Data include retroactive revisions by the State of California Department of Finance, Demographic Research Unit.

[2] Data include retroactive revisions by the U.S. Department of Commerce Bureau of Economic Analysis.

[3] Data include retroactive revisions by the State of California Employment Development Department. Unemployment rates are non-seasonally adjusted for June

\*2024 Population estimate is based on 0.42% decline from 2022 to 2023

\*Total Personal Income and Per Capital Personal Income data for 2022, 2023 and 2024 is based on an estimated three percent annual increase over 2021. Source data for table is FY23 San Mateo County ACFR

This table highlights San Mateo County's total population, total personal and per capita income, and percentage of unemployed residents.

Source: County of San Mateo FY2023 ACFR

## DEMOGRAPHICS AND ECONOMIC INFORMATION-PRINCIPAL EMPLOYERS

Fiscal Years 2022 and 2014

Employers in San Mateo County	Business Type	2022*			2014				
		Number of Employees	Rank	Percent of Total County Employment		Number of Employees	Rank	Percent of Total County Employment	
				Total County Employment	Employment			Total County Employment	Employment
Meta (Facebook Inc.)	Social Network	21,000	1	4.75%		3,957	5	0.96%	
Oracle Corp.	Hardware and Software	12,140	2	2.75%		6,750	3	1.63%	
Genentech Inc.	Biotechnology	10,000	3	2.26%		9,800	2	2.37%	
United Airlines	Airline	8,700	4	1.97%		10,000	1	2.42%	
County of San Mateo	Government	5,794	5	1.31%		5,472	4	1.32%	
Gilead Sciences Inc.	Biotechnology	4,500	6	1.02%		3,115	8	0.75%	
Visa USA/Visa International	Global Payments Technology	4,092	7	0.93%		3,500	7	0.85%	
Alaska Airlines	Airline	4,000	8	0.91%					
YouTube	Online Video-Streaming Platform	2,400	9	0.54%					
Electronic Arts Inc.	Video Game Developer and Publis	1,770	10	0.40%					
Kaiser Permanente	Healthcare					3,900	6	0.94%	
Mills-Peninsula Health Services	Healthcare					2,500	9	0.61%	
San Mateo Community College	College					2,285	10	0.56%	
Total		<u><u>74,396</u></u>		<u><u>16.84%</u></u>		<u><u>51,279</u></u>		<u><u>12.41%</u></u>	

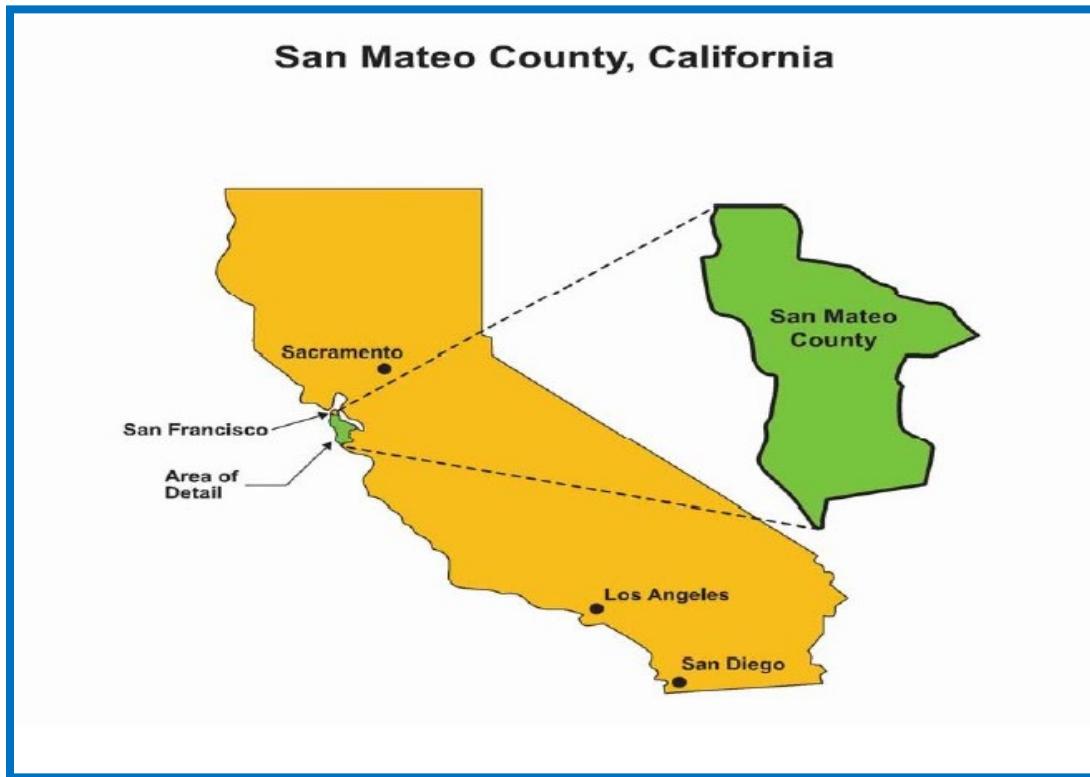
\* The latest information available for principal employers in the County.

This table presents the top 10 principal employers in San Mateo County for 2022 and 2014.

Source: San Francisco Business Times - 2023 Book of Lists; California Employment Development Department (provided by San Mateo County Controller's office) from the FY2023 County of San Mateo ACFR

## Area Map

San Mateo County is located on a peninsula south of the City and County of San Francisco, bordered on the west by the Pacific Ocean, on the east by San Francisco Bay and on the south by the counties of Santa Clara and Santa Cruz.



The total county area is 744 square miles and has a population of 737,644 in 2023. The following list identifies the cities and towns located within the borders of San Mateo County.

Atherton	Montara *
Belmont	Moss Beach *
Brisbane	Pacifica
Burlingame	Pescadero *
Colma	Portola Valley
Daly City	Redwood City
East Palo Alto	San Bruno
El Granada *	San Carlos
Foster City	San Francisco International Airport *
Half Moon Bay	San Gregorio *
Hillsborough	San Mateo
La Honda *	South San Francisco
Menlo Park	Woodside
Millbrae	

An asterisk (\*) indicates that the entity is an unincorporated city.

In addition, the TA's service area includes several unincorporated areas of San Mateo County. These areas are Broadmoor, Burlingame Hills, Devonshire, Emerald Lake Hills, Fair Oaks, Highlands/Baywood Park, Ladera, Loma Mar, Los Trancos Woods/Vista Verde, Menlo Oaks, North Fair Oaks, Palomar Park, Princeton, South Coast/Skyline, Sequoia Tract, Sky Londa, Stanford Lands, and West Menlo Park

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## SECTION 2 - FINANCIAL STRUCTURE

### Governance

#### **The Reporting Entity**

San Mateo County, with a population of over 737,000 is located on a peninsula south of the City and County of San Francisco, bordered on the west by the Pacific Ocean, on the east by San Francisco Bay and on the south by the counties of Santa Clara and Santa Cruz. The voters of San Mateo County approved the creation of the TA pursuant to the Bay Area County Traffic and Transportation Funding Act in June 1988, Measure A. This Measure A vote authorized a one-half cent countywide sales tax levy. The TA programs and allocates sales tax revenues to designated project sponsors that are responsible for delivering a broad spectrum of transportation projects and programs pursuant to a TEP over a period of 20 years. In November 2004, the voters reauthorized the levy of the sales tax with a new publicly developed Expenditure Plan containing transportation programs and projects to be implemented over an additional 25 years beyond the original expiration date of December 31, 2008. The 2004 TEP includes six program categories including:

1. Transit
2. Highways
3. Local Streets/Transportation
4. Grade Separations
5. Pedestrian and Bicycle
6. Alternative Congestion Relief Programs

In November 2018, San Mateo County voters approved Measure W, another sales tax measure that provides an additional half-cent transportation sales tax for 30 years to fund countywide transportation and traffic congestion solutions in San Mateo County. The District imposes the tax and administers the investments in the County Public Transportation Systems Program Category in the associated Measure W CRP, which represents 50% of the proceeds. Measure W also provides that the District may designate the TA to administer the other half of the revenues, which it has done. As a result of this designation, the TA administers the remaining 50% of Measure W sales tax proceeds in the following five categories:

1. Countywide Highway Congestion Improvements
2. Local Safety, Pothole and Congestion Relief Improvements
3. Grade Separations
4. Bicycle and Pedestrian Improvements
5. Regional Transit Connections

In total, the TA programs and appropriates funds for  $\frac{3}{4}$ -cent sales tax; half-cent from the sales tax Measure A reauthorized in 2004, and  $\frac{1}{4}$ -cent from the Measure W sales tax enacted in 2018.

The TA is governed by a seven-member Board of Directors with input from a 15-member volunteer Citizens Advisory Committee (CAC). The Board members are selected as follows:

- The publicly elected County Board of Supervisors appoints two of its members to serve on the Board.

- Local governments participate in a Cities Selection Committee to appoint four Board members, one each to represent the interests of North County, Central County, South County and the cities-at-large.
- The San Mateo County Transit District (District) appoints one Board member.

The Board of Directors meets once a month to determine overall policy for the TA, take necessary action to allocate Measure A and W funds, and to review the progress of projects and programs funded in accordance with the Transportation Expenditure Plans.

San Mateo County is one of 25 “self-help” counties in California that chose to tax itself in order to help address the county’s transportation needs. As a self-help county, the TA has been able to accelerate the completion of major projects by bridging funding gaps, leveraging other fund sources, and providing 100% of project funding, where necessary.

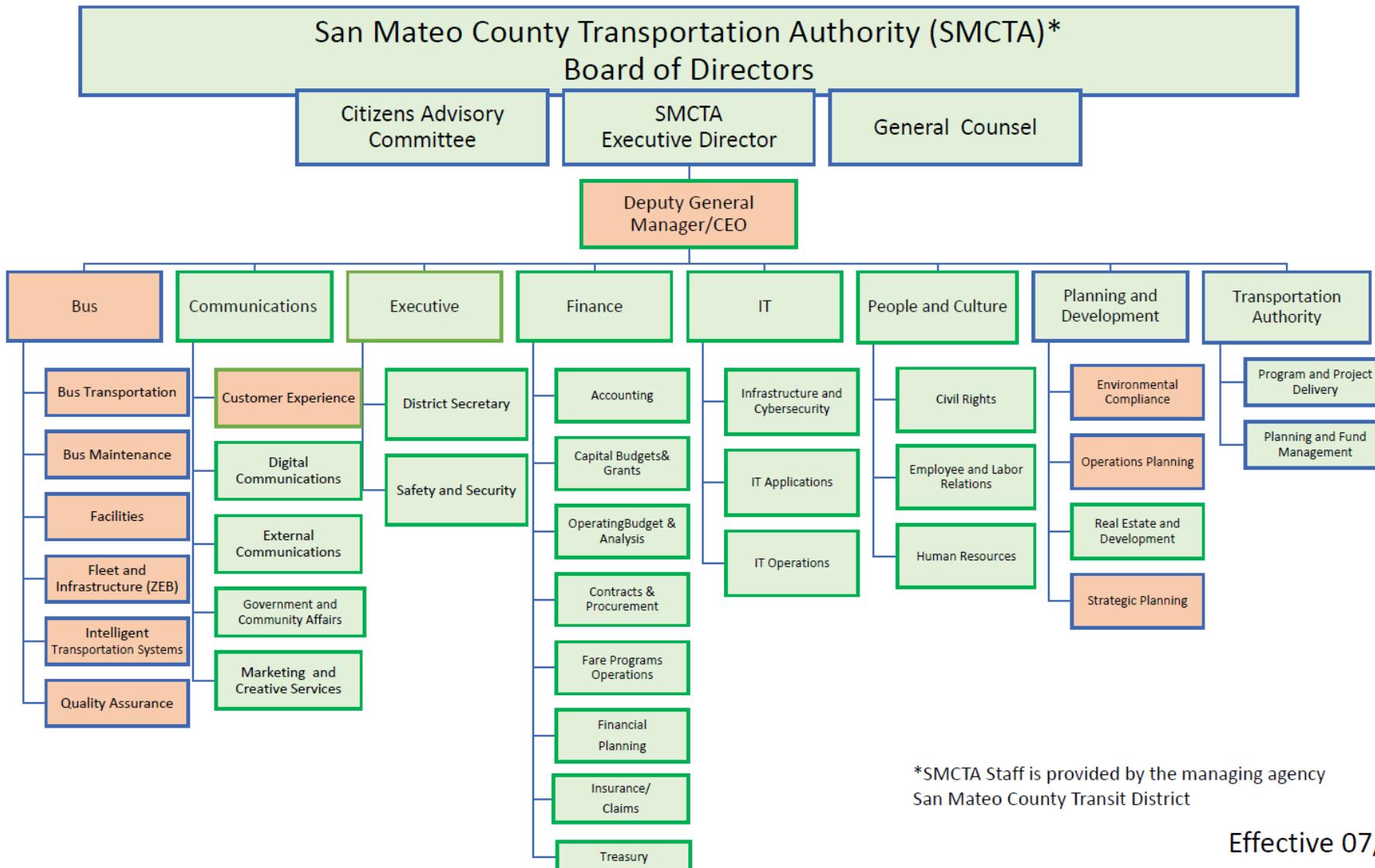
#### **Joint Exercise of Power Agreement for the San Mateo County Express Lanes**

The TA and the City/County Association of Governments of San Mateo County (“C/CAG”) are co-sponsors of the San Mateo County 101 Express Lanes Project (“Project”). The Project includes (i) the conversion of the existing High Occupancy Vehicle (“HOV”) lanes into express lanes from the northern terminus of the Santa Clara County express lanes to the Whipple Road Interchange and (ii) the construction of new express lanes from Whipple Road to north of 1-380 in San Mateo County. The project was completed in March 2023 and provides continuous express lanes in San Mateo County in both the northbound and southbound directions of US-101. Resulting toll revenues will fund transportation and transit improvements in the corridor, project operations and maintenance, as well as a community benefits program which provides transportation benefits to low-income San Mateo County residents.

In May of 2019, the TA and C/CAG formed the San Mateo County Express Lanes Joint Powers Authority (“JPA” or “SMCEL-JPA”) through a Joint Exercise of Powers Agreement to exercise their shared rights to own, administer and manage the Project. Under that agreement, the San Mateo County Transit District (as managing agency for the TA) and C/CAG both will provide staff support to the JPA. The District’s staff supports the JPA’s financial activities (e.g., budgeting, accounting, audits and treasury), marketing (including marketing use of the lanes and promoting the broader benefits of the lanes), and communications (including media and community relations, and the JPA’s website). The TA will compensate the District for staff time spent in support of the JPA; the JPA will reimburse the TA such costs.

# San Mateo County Transportation Authority

## Organization Chart



## San Mateo County Transportation Authority

### Board Of Directors

**Carlos Romero, Chair**  
Representing South  
County

**Julia Mates, Vice Chair**  
Representing Central  
County

**Anders Fung**  
Representing Cities-at-  
Large

**Noelia Corzo**  
Representing Board of  
Supervisors

**Rico E. Medina**  
Representing SamTrans

**Ray Muller**  
Representing Board of  
Supervisors

**Mark Nagales**  
Representing North  
County

**CARLOS ROMERO, Chair**, was appointed to the TA in 2019 representing San Mateo County. He was elected to the East Palo Alto City Council in 2008 and was re-elected in November 2016 and 2020. Mr. Romero's professional experience includes consulting on affordable housing land-use development, serving as the executive director of the Mission Housing Development Corporation from 1998-2004, and serving as the mayor of East Palo Alto in 2010 and 2020. Mr. Romero did his undergraduate studies in international relations and economics at Stanford University, was a Fannie Mae Fellow at the Harvard's Kennedy School of Government in 2001, and in 2004/2005 was a Harvard Loeb Fellow at the Harvard Graduate School of Design.

**JULIA MATES, Vice Chair**, a City Selection Committee appointee representing Central Cities of San Mateo County for a remaining term expiring December 31, 2024. She was appointed to the TA Board in November 2019. Ms. Mates has served on the Belmont City Council since 2018 and is Belmont's first directly elected mayor, elected in 2022. Prior to that, she served as Chair of Belmont's Planning Commission. She also serves on the San Mateo County Express Lanes Joint Powers Authority. She holds a Bachelor of Arts degree from UCLA and a Master of Arts degree from Cal State Sacramento.

**ANDERS FUNG**, Mayor Anders Fung was appointed to the TA in July 2024 representing San Mateo Cities At-Large. Board member Fung was elected to the City Council in December 2020 and assumed mayorship in December 2023. He was born and raised in Hong Kong and was sworn in as the first Asian American immigrant to serve in the Millbrae City Council and as a Mayor. He also serves on various key regional leadership positions, including as the President of San Mateo County Asian Pacific Islander Caucus, an Executive Board Member of Peninsula Clean Energy, Legislative Committee and Board of Directors at the City/County Association of Government at San Mateo County. Prior to the 2020 election, Anders Fung also served on the Millbrae Planning Commission from July 2017 to November 2020. Anders received a Bachelor of Science degree in Computer Engineering at California Polytechnic State University at San Luis Obispo. Anders' legislative and administrative agenda included expansion of housing opportunities, economic development, increasing environmentally friendly and sustainable development, improving transportation safety, efficiency and dependability. Throughout his public service, Anders actively worked to increase governmental transparency and streamline approval processes to enable businesses a clear pathway to success.

**NOELIA CORZO**, was appointed to the TA in 2023 representing the Board of Supervisors in San Mateo County. She grew up in District 2 and is deeply committed to the community. She is the product of our local schools and obtained a Bachelor of Arts in Sociology from San Francisco State University that launched a career of service: improving outcomes for foster youth, organizing community for affordable housing and immigrant rights, and supporting the needs of children and adults with developmental disabilities. She is the daughter of working-class immigrants and have vast personal and professional experience with the many services our county offers. Prior to election to the Board of supervisors in 2022, she served five years on the Board Trustees of the San Mateo-Foster City School District.

**RICO E. MEDINA**, a third generation and lifelong resident of San Bruno. He is the 6th directly elected Mayor of San Bruno and the first Capuchino High School Graduate to become Mayor. Rico has been involved in the San Bruno community since a high school student at Capuchino High School and has served on various committees, commission's, boards, sports leagues and in his church. Rico represents the northern portion of San Mateo County on the Transit District Board. Mr. Medina serves on the TA. He also serves on the San Mateo County Express Lanes Joint Powers Authority Chair (SMCEL-JPA). Rico serves as one of the three representing San Mateo County on the Caltrain's JPB Board of Directors. Mr. Medina is the Vice-Chair of the San Mateo County Operational Area Emergency Services Council, Chair of the San Mateo County Peninsula Pre-Hospital Emergency Medical Services Group (JPA). Rico is the current Chair of the San Mateo County Council of Cities and the County Selection Committee.

**RAY MUELLER**, was appointed to the TA in 2023 representing the Board of Supervisors in San Mateo County. He is a California native and Bay Area resident of over 25 years. Prior to his election to the Board of Supervisors, he was a three term Menlo Park City Councilmember. Ray also serves on the Board of Caltrain and SamTrans. Prior to his service on the Menlo Park City Council, he served as Chair of the Menlo Park Transportation Commission. Ray attended UC Berkeley as an undergraduate and received his Juris Doctor from the University of California, Hastings College of the Law. While studying in law school, he interned at the Public Law Research Institute in San Francisco, and at the California Office of Legislative Counsel in Sacramento. Additionally, he holds a certificate in Diversity and Inclusion from Cornell University's online platform, eCornell.

**MARK NAGALES**, a City Selection Committee appointee for the Northern portion of San Mateo County. Mark grew up in South San Francisco and has been part of the community for over 30 years. Prior to being elected to the city council, Nagales served South San Francisco as Parks and Recreation Commissioner (2008-2014, Chair in 2013) and Planning Commissioner (2015-2018, Chair in 2018). Nagales was elected to the City Council in November 2018, and is proud to be one of the first Filipinos elected in South San Francisco.

## Executive Staff & General Counsel

### **EXECUTIVE DIRECTOR**

April Chan

### **EXECUTIVE OFFICERS**

Peter Skinner – Executive Officer, Transportation Authority

Emily Beach – Chief Communications Officer

Joshuah Mello –Executive Officer, Planning and Development

Kate Jordan Steiner – Chief Financial Officer

Mehul Kumar – Chief Information and Technology Officer

Nathaniel Kramer – Chief People and Culture Officer

Margaret Tseng – Executive Officer, Acting District Secretary

### **GENERAL COUNSEL**

Joan Cassman, Esq. - Hanson Bridgett LLP

## Fund Description and Fund Structure

### **Measure A and Measure W**

The 2009-2033 Measure A Program began on January 1, 2009 and continues to generate sales tax revenue in San Mateo County for transportation facilities, services and programs. The 2019-2049 Measure W Program was approved in 2018 and began assessing taxes in July 2019. The following section will discuss the expenditure goals and guidelines for the two transportation funding programs.

### **Measure A Goals**

The stated goals of Measure A are to:

- Reduce commute corridor congestion
- Make regional connections
- Enhance safety
- Meet local mobility needs

### **Measure A vision includes:**

- Target key, congested corridors for highway and transit improvements
- Continue to improve connections with regional transportation facilities
- Enhance safety in all aspects of the transportation system
- Meet local mobility needs, especially those of seniors and people with disabilities
- Meet the Cities' and County's unique local transportation needs
- Leverage local, state and federal funds
- Encourage transportation projects that support transit-oriented development

### **Measure A Restrictions:**

The TEP outlines restrictions on the use of Measure A funds to target funding for transportation projects in San Mateo County and maximize the leveraging of other funding. The restrictions include the following:

- Measure A funds may not be used to supplant existing funds and resources on projects
- Measure A funds may not be transferred between voter approved categories in the TEP
- Measure A funds may only be used for transportation programs and projects as allowed in the TEP
- Measure A funds may only be used for projects within San Mateo County, with the exception of systemwide Caltrain improvements and other projects that minimally extend into adjacent counties

The TEP further specifies that "listed" projects are to be included in each Strategic Plan. A listed project is a capital project that the TA has programmed for Measure A funding under the call for projects selection approach, including special circumstance requests submitted by a sponsor for funding consideration. The TA can de-program funding for a project, and thus remove a listed project from the Strategic Plan, if requested by the project sponsor or if a sponsor fails to meet its obligations under the terms and conditions of the funding agreement for the project.

A description and purpose of each Measure A program category is described in **Table 2-1** below. The Measure A program is estimated to generate \$1.5 billion (B) (in 2004 dollars) over the life of the program.

## Measure A Program Category Details

*Table 2-1: Measure A Program Category Details*

Program Category	Description	Purpose
<b>Transit</b>		
<i>Caltrain (16%)</i>	Existing commuter rail system providing train service in San Francisco, San Mateo and Santa Clara counties	Upgrade and expand Caltrain system-wide services San Mateo County specific improvements; up to one half of funds may be used to support operations
<i>Local Shuttles (4%)</i>	Transit services provided with vehicles that are typically larger than vans and smaller than buses	Meet local mobility needs and provide access to regional transit
<i>Accessible Services (4%)</i>	Targeted transportation services for people that have special mobility needs	Provide paratransit and other transportation services to eligible seniors and people with disabilities
<i>Ferry (2%)</i>	Transit service provided by vessels on waterways	Establish ferry services in San Mateo County
<i>Dumbarton Corridor (2%)</i>	A key corridor connecting the East Bay with the Peninsula identified for future commuter rail service	Construct stations and rail enhancements in East Palo Alto, Menlo Park and Redwood City
<i>BART (2%)</i>	Existing heavy rail system providing train services in San Francisco, San Mateo, Alameda and Contra Costa counties	Maintain and operate BART extension in San Mateo County
<b>Highways</b>		
<i>Key Congested Areas (17.3%)</i>	Highways in San Mateo County	Reduce congestion and improve safety on highways
<i>Supplemental Roadways (10.2%)</i>	Local, collector, arterial, state route roadways in San Mateo County	Reduce congestion and improve safety on roadways
<b>Local Streets / Transportation (22.5%)</b>	Transportation services, roadways owned and maintained by the cities and County of San Mateo	Improve and maintain local transportation facilities and services
<b>Grade Separations (15%)</b>	Eliminate at-grade railroad crossings	Improve safety and relieve local traffic congestion
<b>Pedestrian and Bicycle (3%)</b>	Pedestrians and bicycle facilities	Encourage walking and bicycling
<b>Alternative Congestion Relief Programs (1%)</b>	Commute alternatives and Intelligent Transportation Systems	Efficient use of transportation network and reduce reliance on automobiles

*Note: Up to 1 percent of Measure A revenues may be used for TA staff salaries and benefits*

## **Measure W Program Categories & Strategies**

The voter-approved CRP sets the program categories and percentage split of the Measure W sales tax revenues that relate to the following 11 Core Principles:

- Relieve traffic congestion countywide
- Invest in a financially sustainable public transportation system that increases ridership, embraces innovation, creates more transportation choices, improves travel experience, and provides quality, affordable transit options for youth, seniors, people with disabilities, and people with lower incomes
- Implement environmentally friendly transportation solutions and projects that incorporate green stormwater infrastructure and plan for climate change
- Promote economic vitality, business development, and the creation of quality jobs
- Maximize opportunities to leverage investment and services from public and private partners
- Enhance safety and public health
- Invest in repair and maintenance of existing and future infrastructure
- Facilitate the reduction of vehicle miles traveled, travel times and greenhouse gas emissions
- Incorporate the inclusion and implementation of complete street policies and other strategies that encourage safe accommodation of all people using the roads, regardless of travel mode
- Incentivize transit, bicycle, pedestrian, carpooling and other shared-ride options over driving alone
- Maximize traffic reduction potential associated with the creation of housing along public transit corridors

A description and purpose of each Measure W program category is described in Table 2-2 below. The Measure W program is estimated to generate \$1.4B (in 2019 dollars) over the life of the program.

## Measure W Program Category Details

*Table 2-2: Measure W Program Category Details*

Program Category	Description	Purpose
<b>Countywide Highway Congestion Improvements (22.5%)</b>	Focus on improvements to state highways and interchanges	Provide congestion relief, reduce travel times, increase person throughput improve operations, safety and access and deployment of advanced technologies and communications on highway facilities in San Mateo County
<b>Local Safety, Pothole &amp; Congestion Relief Improvements - Local Investment Share (10%)</b>	Local transportation programs and services; funds must be used for pavement rehabilitation if a city or the County has a Pavement Condition Index (PCI) Score less than 70	Investment in local transportation priorities including deployment of advanced technologies and communications on roads, paving streets and repairing potholes, and promoting alternative transportation
<b>Local Safety, Pothole &amp; Congestion Relief Improvements - Grade Separations (2.5%)</b>	Separation of roadways crossing rail corridors	Separation of roadways crossing rail corridors
<b>Bicycle and Pedestrian Improvements (5%)</b>	Bicycle and pedestrian programs and projects that incentivize mode shift to active transportation	Reduce traffic congestion by safely connecting communities and neighborhoods with schools, transit and employment centers, fill gaps in the existing bicycle/pedestrian network, safely cross barriers and make walking and bicycling safer and more convenient
<b>Regional Transit Connections (10%)</b>	Services designed to improve transit connectivity between the County and the region, including rail, water transit, heavy rail and regional bus service	Reduce congestion and improve transit connectivity between the County and the rest of the region, considering a project's support through public-private partnerships
<b>County Public Transportation Systems (50%)</b>	Funds for public transportation that are administered by SamTrans	Maintain and enhance bus, paratransit, Caltrain and other countywide mobility services

### **Measure W Restrictions:**

The CRP outlines restrictions on the use of Measure W funds to target funding for transportation projects in San Mateo County and maximize the leveraging of other funding. The restrictions include the following:

- Measure W funds must be used only for projects that fit the categories outlined in the CRP
- Measure W funds should be spent within the County, with a few exceptions:
  - Highway congestion projects can only extend slightly into nearby counties
  - Regional bus or similar services serving the County that travel into or out of the adjacent counties are allowed

- Funds can support Caltrain systemwide improvements
- Measure W funds may be subject to appropriate terms and conditions determined by the District and the TA, including possible audits and agreements to the recipients' use of the tax proceeds
- Measure W funds may only be used to supplement existing revenue being used for local transportation, including streets and roads improvements and public transit purposes listed in the CRP, and may not be used to replace funds previously provided by property tax or other revenues for public transportation purposes

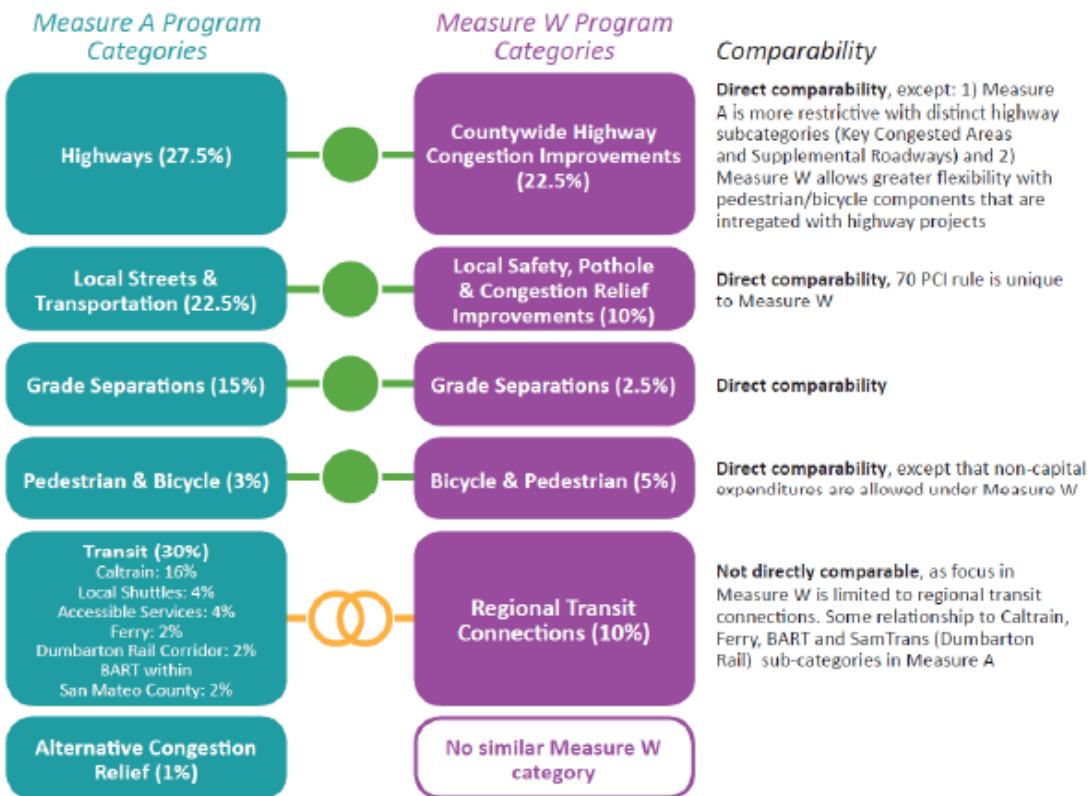
Under certain circumstances, after funds have been programmed and allocated to a project, reallocation may become necessary to effect the specific purposes of the CRP. Project funds that have been programmed and allocated may become available for reallocation due to reasons which may include, but are not limited to:

1. the project is completed under budget;
2. the project is partially or fully funded from funding sources other than the Measure W funds;
3. the project may not be completed due to infeasible design, construction limitations, or substantial failure to meet implementation milestones or guidelines.

Project funds must be reallocated within the same category.

## Measure A and Measure W Comparison

### Measure A &W Comparability Chart



### Forecasted Measure A and Measure W Revenues

The anticipated sales tax revenue receipts are estimated to be around \$91M for Measure A and \$91M for Measure W starting July 2019 based on the strategic plan. **Table 3** below provides the estimated total revenues each year. **Figure 3** displays the Projected Funding Availability for Measures A and Measure W on an annual basis for the next 5 years following implementation of the plan.

**Table 3: Funds Available Comparison between Measure A and Measure W Program Categories (in 2019 dollars)**

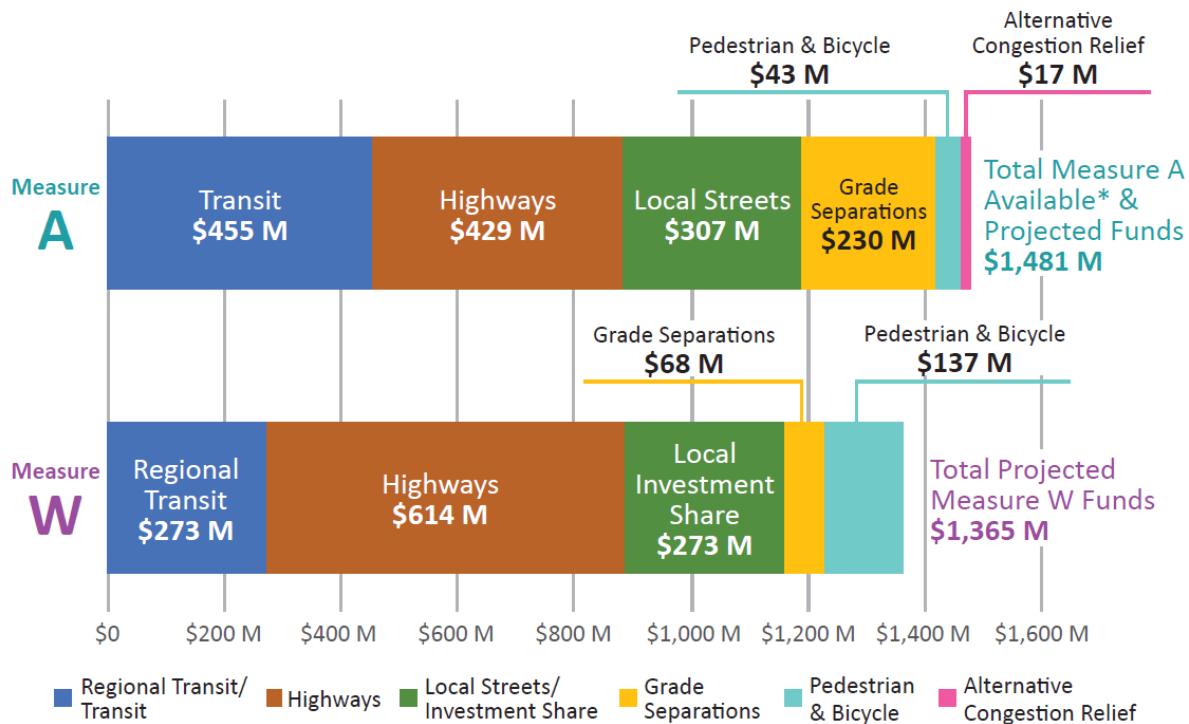
Projected Funding Estimated to be Available for the Measure A and W Program Categories (in 2019 dollars)										
Measure A			Measure W						Measure A & W Comparable Category Total Projections	
Program Categories	Projected Total Remaining Measure A Funding <sup>1</sup>			Program Categories	Projected Measure W Funding <sup>2</sup>					
	Annual	2020-2024	Remaining 15 years		Annual	2020-2024	30 year Measure timeframe			
Transit: (30%), see subcategories below	\$27,300,000	\$136,500,000	\$455,343,000	No comparable Measure W category						
Caltrain: 16%	\$14,560,000	\$72,800,000	\$249,448,000							
Local Shuttles: 4%	\$3,640,000	\$18,200,000	\$49,262,000							
Accessible Services: 4%	\$3,640,000	\$18,200,000	\$53,156,000							
Ferry: 2%	\$1,820,000	\$9,100,000	\$33,820,000							
Dumbarton Rail Corridor: 2%	\$1,820,000	\$9,100,000	\$42,357,000							
BART w/in San Mateo County: 2%	\$1,820,000	\$9,100,000	\$27,300,000							
No comparable Measure A category				Regional Transit Connections (10%)	\$9,100,000	\$45,500,000	\$273,000,000			
Highways: 27.5%	\$25,025,000	\$125,125,000	\$428,810,000	Countywide Highway Congestion - 22.5%	\$20,475,000	\$102,375,000	\$614,250,000	\$1,043,060,000		
Local Streets & Transportation: 22.5%	\$20,475,000	\$102,375,000	\$307,125,000	Local Safety, Pothole & Congestion Relief - 10%	\$9,100,000	\$45,500,000	\$273,000,000	\$580,125,000		
Grade Separations: 15%	\$13,650,000	\$68,250,000	\$230,365,000	Grade Separations - 2.5%	\$2,275,000	\$11,375,000	\$68,250,000	\$298,615,000		
Pedestrian & Bicycle: 3%	\$2,730,000	\$13,650,000	\$42,591,000	Bicycle & Pedestrian - 5%	\$4,550,000	\$22,750,000	\$136,500,000	\$179,091,000		
Alternative Congestion Relief: 1%	\$910,000	\$4,550,000	\$16,670,000	No comparable Measure W category	\$0	\$0	\$0			
<b>Projected Total Funds Available:</b>	<b>\$90,090,000</b>	<b>\$450,450,000</b>	<b>\$1,480,904,000</b>		<b>\$45,500,000</b>	<b>\$227,500,000</b>	<b>\$1,365,000,000</b>			

Notes:

1) Projected Total Remaining Measure A Funding includes collected revenue yet to be committed to projects as of CY 2018 and revenue projected to be collected (\$91M annually) from CY 2019 through CY 2033.

2) Projected Measure W Funding assumes \$91M annually collected from July 2019 through June 2049.

**Figure 3: Measures A and W Projected Funding Availability**

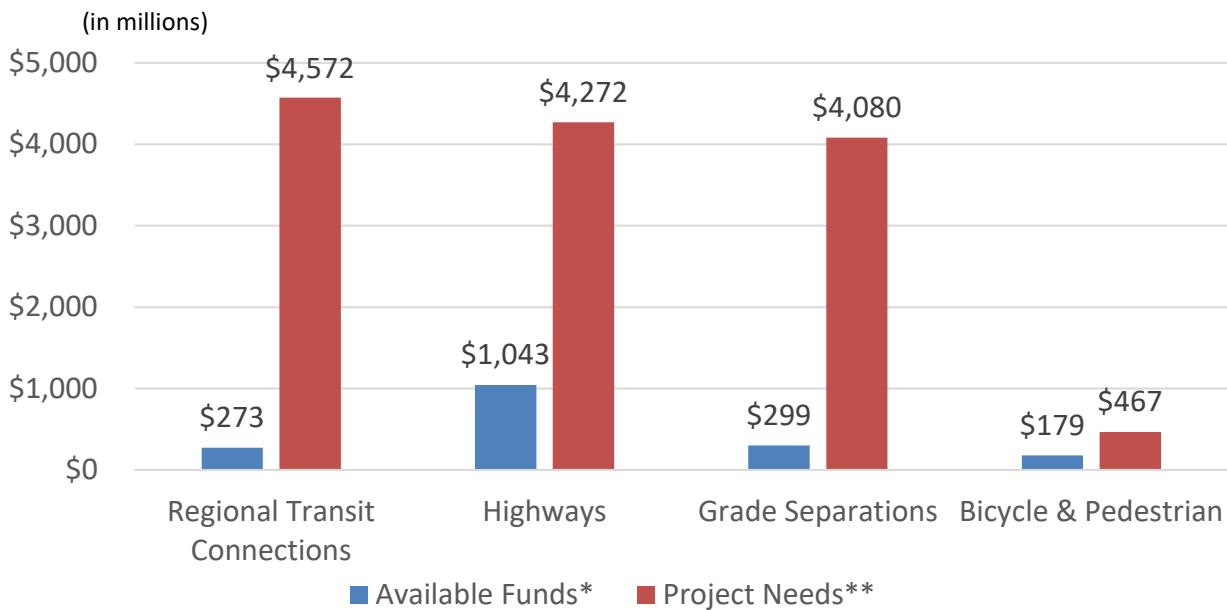


\*\* "Total Available" means collected Measure A revenue yet to be committed to projects as of the end of CY 2018.

### Measure A and Measure W Financial Outlook

The forecasted need for pipeline projects in the grade separation, highway, and pedestrian and bicycle categories, not including funding requests for new projects that may be proposed, could exceed \$16B over the lifetime of the Sales Tax Measures, as shown in Figure 4 on the next page. The project needs estimate is based upon a rough order of magnitude costs and may not be inclusive of all potential projects. Note that the needs far exceed available funding from the two measures in all categories. Other funding sources will need to be leveraged in order to deliver projects.

**Figure 4: Potential Funding Needs and Allocations for Pipeline Ped/Bike, Grade Separation, and Highway Programs (lifetime of the programs)**



\*Combined Funds Available for the life of Measure A and Measure W

\*\*Projected needs based on order of magnitude cost estimates less projected revenue

## Programs and Services

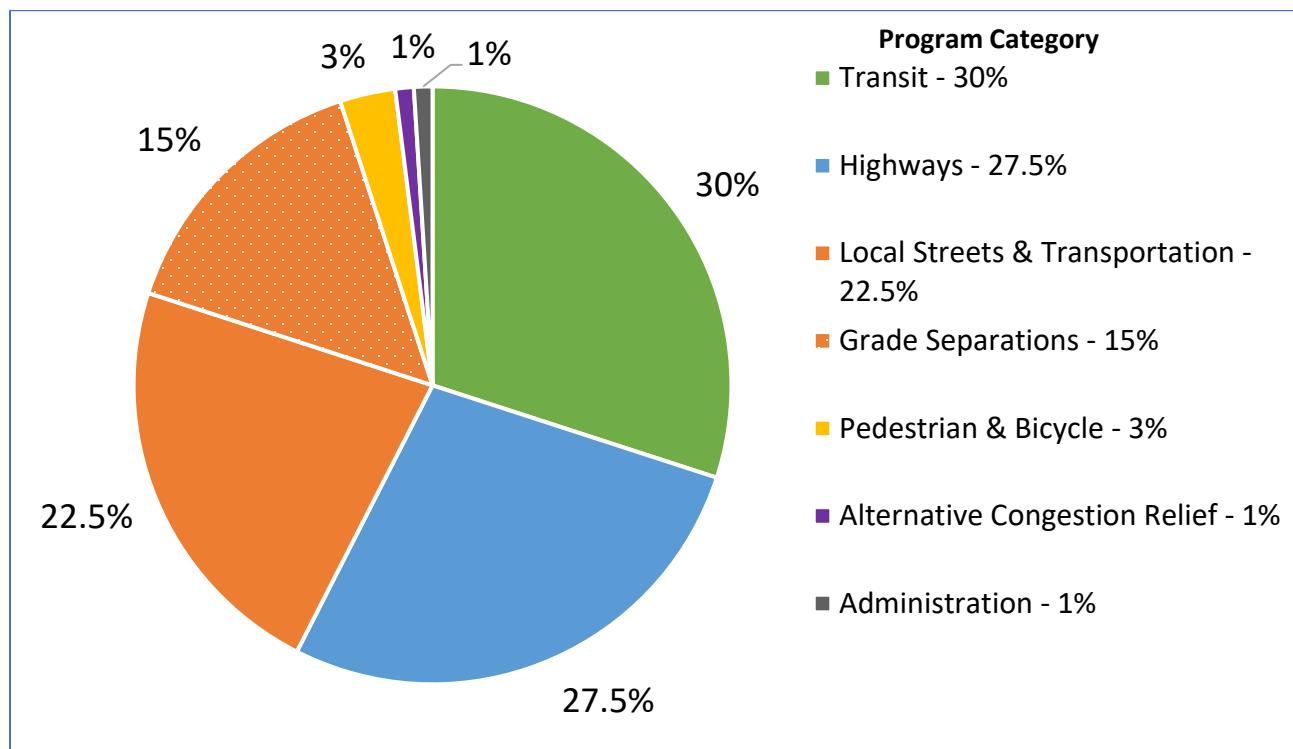
### Measure A Sales Tax

San Mateo County's half-cent transportation sales tax, adopted under provisions of the California Public Utilities Code commencing at Section 131000, has provided the County with a resource to meet its multi-faceted transportation challenges. The measure also marked the development of TA, the agency was created to administer the sales tax funds to meet the region's growing transportation needs.

The Transportation Expenditure Plan provides investment in six program categories. Each program category receives a percentage share of sales tax revenues, currently estimated at \$1.5B (in 2004 dollars) over a 25-year period as follows:

1. Transit	30.0%	\$ 450.0M
2. Highway	27.5%	\$ 412.5M
3. Local Streets/Transportation	22.5%	\$ 337.5M
4. Grade Separations	15.0%	\$ 225.0M
5. Pedestrian and Bicycle	3.0%	\$ 45.0M
6. Alternative Congestion Relief Programs	1.0%	\$ 15.0M

Up to 1% of the revenues are allocated for TA staff salaries and benefits (staff support).



## Key Projects and Programs Funded

### *Transit Programs*

#### ***Caltrain***

The 2004 Measure A TEP established a category to help subsidize San Mateo County's share of the Peninsula Corridor Joint Powers Board (JPB) annual operating and capital funding needs. The JPB provides public transit services via its Caltrain railroad over a 77-mile right of way extending from San Francisco in the north to Gilroy in the south. Projects funded include:

- Safety improvements
- Planning studies to support new capital projects and operations
- State of good repair projects for:
  - Rail and associated civil structures
  - Bridges
  - Signal and communications
  - Facilities
  - Vehicles

Anticipated projects for the FY25 Measure A Transit program include:

- Ongoing construction and anticipated completion for the Peninsula Corridor Electrification and the Positive Train Control projects
- Ongoing decommissioning of the Atherton Station to help eliminate holdout rules along the corridor
- Ongoing contribution to systemwide capital projects

#### ***Grade Separations***

The 2004 Measure A TEP provides 15% of sales tax revenue dedicated toward improving safety at railroad crossings and relieving local traffic congestion. In addition, Measure W dedicates 2.5% of sales tax revenue to augment the grade separation program. Due to the high cost of constructing railroad grade separations, the TA Board limited the funding to four pipeline projects and identified a set-aside toward planning for additional grade separations for the 2004 Measure A funds. As of December 2022, \$133.3M of Measure A funds have been allocated toward grade separations while no Measure W funds have yet been allocated.

Anticipated projects for the FY25 Measure A Transit program include:

- Ongoing final design of and right-of-way acquisition for the Broadway Grade Separation Project in the City of Burlingame
- Ongoing preliminary engineering and environmental clearance for the South Linden Street and Scott Avenue Grade Separation Project in the City of South San Francisco and City of San Bruno

### ***Shuttle Program***

4% of the 2004 Measure A TEP supports commuter and community shuttle programs in San Mateo County. As of June 2024, the Measure A program had allocated over \$41M in funding for shuttle operations. This includes the additional funding for the FY24-25 shuttle program.

### ***Ferry Program***

The 2004 Measure A TEP includes 2% of sales tax revenue be dedicated to San Mateo County ferry services. The purpose of the program is to fund specific projects related to capital projects that support service in South San Francisco and Redwood City. However, operating funds are not an eligible use of the funds. The two eligible cities agreed to a 50/50 funding share split of this revenue. Measure A funds were used toward the construction of the South San Francisco Ferry terminal which opened in 2012. As of June 2024, a total of \$12.5M has been allocated toward ferry projects.

Anticipated projects for the FY25 Measure A Ferry program include:

- On-going feasibility study for a second ferry terminal in South San Francisco
- On-going preliminary engineering and environmental clearance for the Redwood City Ferry Terminal

### ***Other Transit Program Funding Direct Allocations***

Other recent measurement of results in public transit projects that get direct pass-through funding include:

- Contribution to SamTrans for paratransit and other accessible services
- Contribution to BART for the San Francisco International Airport (SFO) Extension

### ***Highway Program***

The 2004 Measure A TEP provides 27.5% of the annual sales tax receipts for highway projects. As of June 2024, \$314.6M had been allocated to highway program. In June 2020, the TA adopted an updated Short-Range Highway Plan and companion Capital Improvement Program to help guide highway program investment decisions for the next 10 years. The following are examples of the types of projects funded under the highway program:

- Roadway safety improvements
- Highway enhancements
- Interchange reconstruction
- Highway ramp modification
- Travel pattern forecasts
- Travel time information system
- Applying technology to help better manage traffic

Anticipated projects for the FY25 Measure A highway program include:

- Ongoing final design and right-of-way acquisition for the U.S. 101/SR 84 (Woodside Road)

### Interchange Project

- Ongoing preliminary engineering and environmental clearance for the US 101/SR 92 Direct Connectors
- On-going construction for the US 101/University Avenue Interchange project (jointly funded by Measure A and Measure W)

### ***Alternative Congestion Relief Programs***

The TA funds alternative congestion relief (ACR) programs aimed at reducing single occupancy vehicles (SOV) trips on congested freeways and busy city streets. These customized programs target both infrastructure problems and personal driving habits. ACR programs have an incremental but discernible impact on reducing traffic congestion and improving air quality in San Mateo County and the San Francisco Bay region. 1% of Measure A proceeds are set aside for this category.

The ACR funding has historically been used to support Commute.org's annual operations.

Commute.org is a joint powers authority in San Mateo County, and its mission is to reduce the number of vehicle miles traveled (VMT) by commuters to decrease congestion, improve the environment, and enhance quality of life.

The adopted Alternative Congestion Relief/Transportation Demand Management Plan (ACR/TDM Plan) includes subcategories with annual allocation percentages of the accrued Measure A ACR program category sales tax funding which includes:

- Intelligent Transportation Systems (ITS) Planning & Design (20%)
- Commute.org Annual Operations and Administration Allocation (60%)
- Countywide TDM Monitoring Program Allocation (10%)
- TDM Competitive Project Funds (10%)

Anticipated projects for the FY25 Measure A ACR program include:

- On-going support for Commute.org's annual operations
- On-going support for Countywide TDM monitoring program
- On-going ITS projects including the Countywide Automated Vehicle Strategic Plan

### ***Pedestrian and Bicycle Programs***

3% of new Measure A funds is available for the Pedestrian and Bicycle Program. The purpose of the program is to fund specific projects that encourage and improve walking and bicycling conditions. The 2004 TEP includes a list of candidate bikeways and overcrossing. Funding considerations are made through a call for projects where committees evaluate applications and review the projects based on a set of criteria detailed in the TA 2020-2024 Strategic Plan.

The TA held its sixth Call for Projects (CFP) in 2022 for the Pedestrian and Bicycle Program which was adopted by the TA Board in December 2022. The program will fund projects that improve bicycling, walking accessibility and safety in San Mateo County. The 2022 Pedestrian and Bicycle Program Cycle 6 CFP was the largest in San Mateo County history and included over \$9.8M in Measure A allocations.

Anticipated projects for the FY25 Measure A Pedestrian and Bicycle program include:

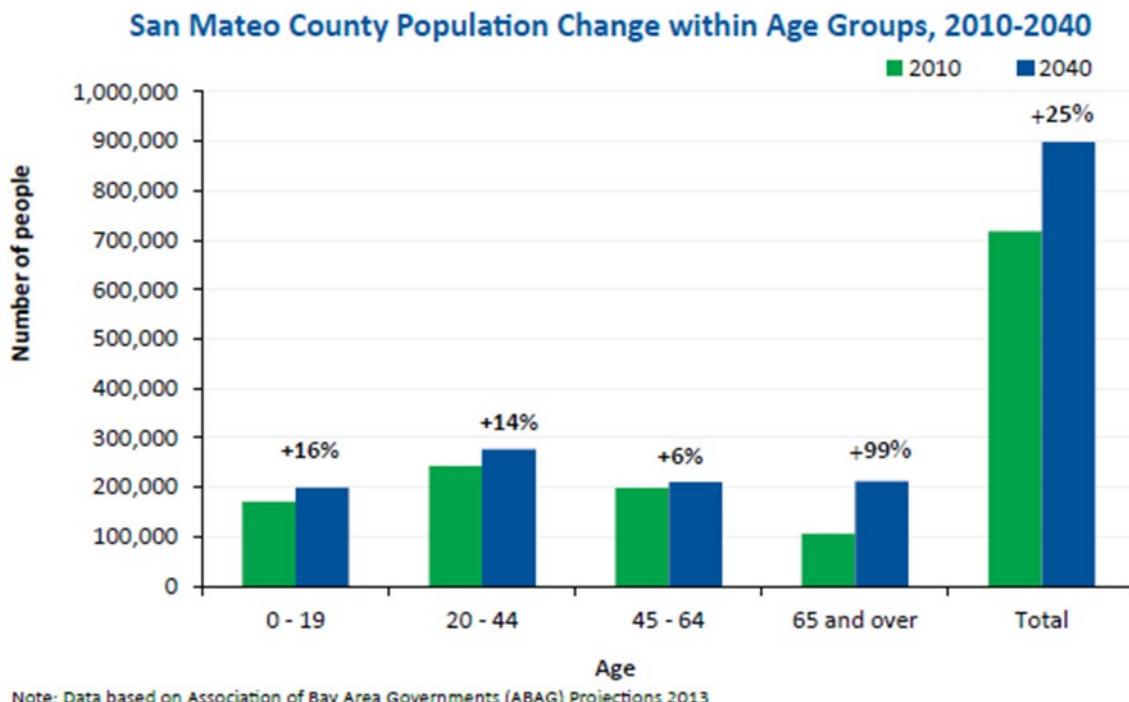
- On-going support for feasibility studies for the South San Francisco Junipero Serra/ Westborough Boulevard and Atherton El Camino Real projects
- On-going support for Half Moon Bay's Pacific Coast Bikeway North Project

### ***Local Programs***

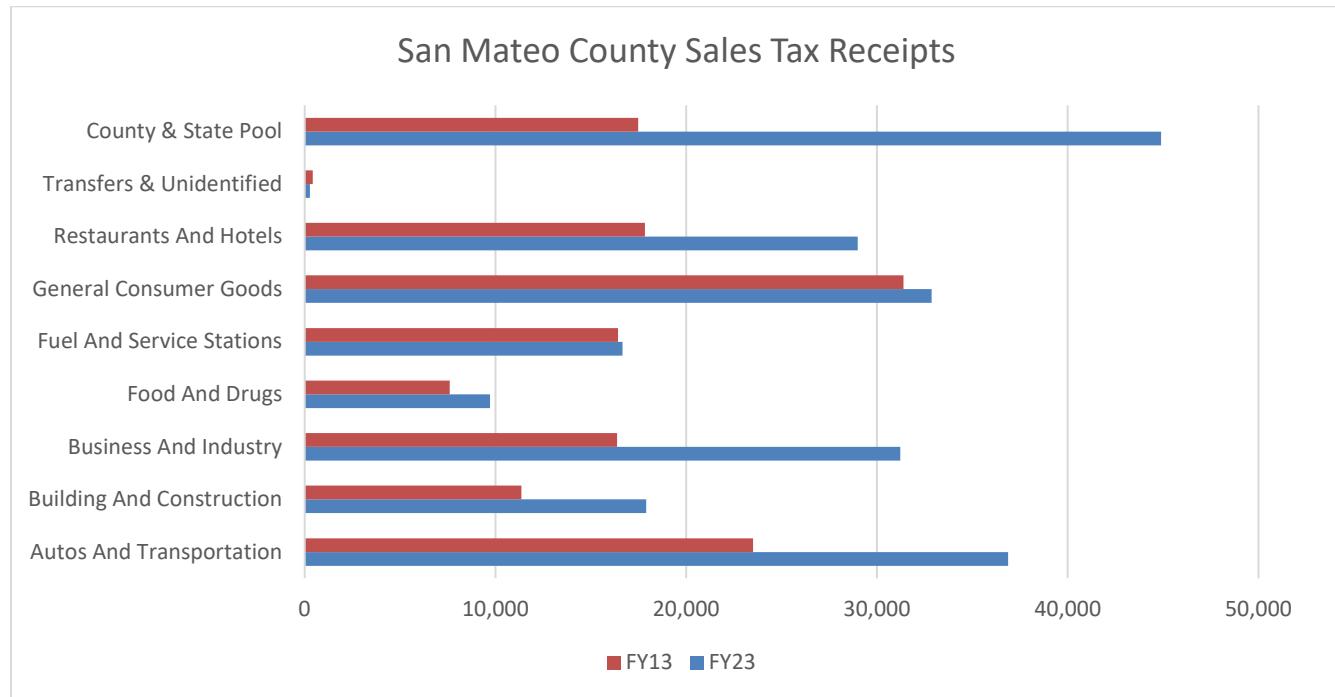
The Original Measure A in 1988 required the TA to earmark 20% of its sales tax revenue to local entities and San Mateo County for various transportation-related improvements according to a formula based on population and number of road-miles. The total local funds distributed from the Original Measure A were \$203.3M. Renewed Measure A requires the TA to earmark 22.5% to local cities and San Mateo County for various transportation-related improvements according to a formula based on population and number of road-miles. Measure W requires the TA to earmark 10% of its funding to this category. During FY24, local agencies received \$37.8M from both measures and recipients of these funds primarily use them for street projects. For FY25, it is anticipated local agencies will receive \$38.3M from both measures.

The capital projects that use TA revenues as a funding source do not become an operating program governed by the TA, but rather they are maintained by the various agencies requesting the capital improvement.

With an aging population, accessible services are becoming an increasingly critical component of providing mobility options for county residents. Measure A provides approximately 20% of the District's annual Paratransit budget, providing an essential lifeline for the county's mobility-impaired population.



## Sales Tax Revenue by Industry



\*Source Provided by HDL Consultants

\*County and State Pool refers to online purchases that allows states to charge tax on purchases made from out-of-state online sellers.

San Mateo County Population

Jurisdiction	2010 (Census)	2015 (Estimated)	2040 (Estimated)
Atherton	6,914	7,100	7,900
Belmont	25,835	26,400	29,600
Brisbane	4,282	4,400	5,100
Burlingame	28,806	30,200	38,400
Colma	1,403	1,500	2,300
Daly City	101,123	104,000	121,400
East Palo Alto	28,155	29,200	35,500
Foster City	30,567	31,000	33,900
Half Moon Bay	11,324	11,400	12,400
Hillsborough	10,825	11,000	12,100
Menlo Park	32,026	32,900	38,100
Millbrae	21,532	22,800	30,300
Pacifica	37,234	37,600	40,300
Portola Valley	4,353	4,400	4,900
Redwood City	76,815	80,300	100,800
San Bruno	41,114	43,500	56,800
San Carlos	28,406	29,200	34,000
San Mateo	97,207	101,500	126,000
South San Francisco	63,632	67,200	87,700
Woodside	5,287	5,300	5,700
Unincorporated	61,611	64,500	81,200
County Total	718,451	745,500	904,400

Sources: US Census Bureau and Association of Bay Area Governments (ABAG), 2013

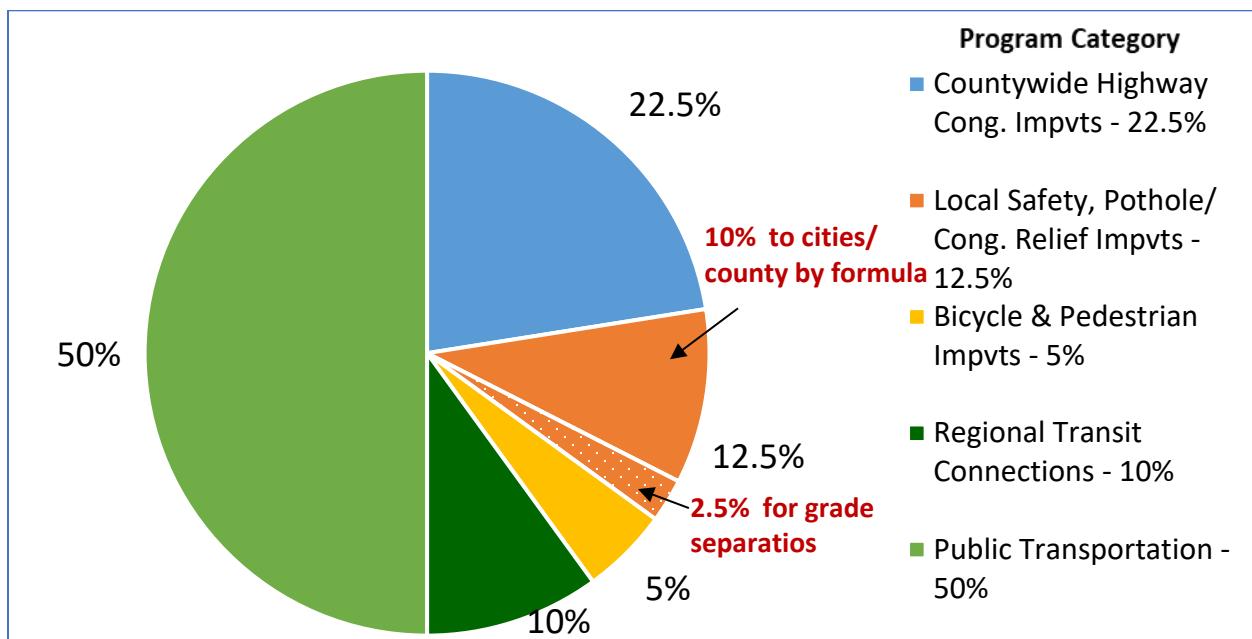
With recent job growth on the Peninsula, traffic congestion on the roadways has become a substantial challenge for the region. Measure A allocates funds toward ACR programs, such as the TDM programs of Commute.org that educate those who work in the county about alternatives to driving alone to work, such as public transit, carpooling, vanpooling, telecommuting, and bicycling.

## Measure W Sales Tax

In 2018, when San Mateo County voters passed Measure W by a 66.9% margin, they provided the County with additional resources to improve transit and relieve traffic congestion through a half-cent sales tax. 50% of those funds are administered by the TA while the remaining 50% are administered by the District. The portion of the measure administered by the TA includes funds for five categories: highway projects, local street repair, grade separations along the Caltrain corridor, expanded bicycle and pedestrian facilities, and improved transit connections.

The voter-approved CRP sets the program categories and percentage split for the Measure W sales tax revenue. The CRP provides for investment in five program categories. Each program category receives a percentage share of sales tax revenues, currently estimated at \$1.4B (in 2019 dollars) over a 30-year period as follows:

1. Regional Transit Connections	10.0%	\$ 273.0M
2. County Highway Congestion	22.5%	\$ 614.0M
3. Local Safety, Potholes & Cong. Rel	10.0%	\$ 273.0M
4. Grade Separations	2.5%	\$ 68.0M
5. Pedestrian and Bicycle	5.0%	\$ 137.0M



### ***Regional Transit Connections***

10% of Measure W will be invested in infrastructure and services that are designed to improve transit connectivity between the County and the nine county Bay Area region. Investments from this category will be prioritized based on a project's ability to reduce congestion and enhance mobility options by connecting the County to the rest of the region, and a project's support through public-private partnership. This program is somewhat unique in that it can fund a variety of different transit modes.

In March 2023, the TA Board allocated \$450,000 to prepare a Regional Transit Connections Plan (RTC Plan) and an accompanying Transit CIP to better inform the competitive selection process for this program. The RTC Plan is expected to be adopted in Fall 2024 with the first call for projects anticipated in FY26.

### ***County Highway Congestion***

22.5% of Measure W funds are available for the Countywide Highway Congestion program. The purpose of the program is to improve congestion throughout and travel times on highway facilities in San Mateo County. The Measure W Highway Program is also guided by the Short-Range Highway Plan and Capital Improvement Program, as well as the TA 2020-2024 Strategic Plan. As of December 2023, \$42.8M in Measure W Highway Program funds had been awarded.

Anticipated projects for the FY25 Measure W Highway program include:

- On-going construction for the US 101/University Avenue Interchange project (jointly funded by Measure A and Measure W)
- Anticipated start of construction for the US 101/SR 92 Area Improvements project
- On-going support for multimodal complete streets project on El Camino Real in the Town of Colma and on Highway 1 in Moss Beach (Unincorporated San Mateo County)

### ***Transportation Demand Management***

As part of the 2020-2024 TA Strategic Plan, 4% of the Measure W Highway Congestion Improvements Category will be used to fund TDM programs, which is equivalent to 1% of the total Measure W program. This program is administered jointly with the Measure A ACR program and is guided by the ACR/TDM Plan that was adopted in January 2022. The TA issued its first ACR/TDM call for projects that was adopted in August 2022 and anticipates adopting a new program of projects in December 2024.

The adopted ACR/TDM Plan includes subcategories with annual allocation of the accrued Measure W TDM program category sales tax funding which includes:

- TDM Competitive Planning & Policy Funds (10%)
- TDM Competitive Project Funds (90%)

Anticipated projects for the FY25 Measure W TDM program include:

- On-going support for planning projects like the Midcoastside TDM Plan and Redwood City Transportation Management Agency Feasibility Study
- On-going support for the Rideshare Voucher Program in Colma and Burlingame/Millbrae Bikeshare Program

### ***Local Safety, Pothole & Congestion Relief***

10% of Measure W funds are available for Local Safety, Pothole & Congestion Relief. The purpose of this program is to invest in local transportation priorities including efforts to separate the rail corridor from local roads, improve bicycle and pedestrian connections, incentivize transit options, and improve traffic flow in key congested areas.

### ***Grade Separations***

2.5% of Measure W funds are available for the Grade Separation Program. The purpose of this program is to improve safety and relieve local traffic congestion. To date, no funding has been awarded from the Measure W Grade Separation category.

### ***Bicycle and Pedestrian***

5% of Measure W funds are available for the Bicycle and Pedestrian program. The purpose of this program is to safely connect communities and neighborhoods with schools, transit and employment centers countywide through safer, expanded bike/pedestrian access.

Anticipated projects for the FY25 Measure W Bicycle and Pedestrian program include:

- On-going support for the planning and design phases of the East Bayshore Road Pedestrian Improvements project in East Palo Alto
- On-going support for the Esplanade & Palmetto Bicycle & Pedestrian Improvements Project

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## SECTION 3 - BUDGET POLICY AND PROCESS

### Summary of Financial Policies

The TA is the administrative agency responsible to foresee the appropriate use of the Measure A and W sales tax as approved by the voters. As such, it does not incur any operating costs other than those associated with legislative and general administration. As stipulated in the Measure A ballot measure, the administrative costs may not exceed 1% of the sales tax receipts.

The TA is a revenue source for the various agencies charged with transportation programs and projects within the San Mateo County.

**Entity** – The TA's reporting entity includes only the TA.

**Budget Basis** – The TA board adopts an annual budget in accordance with §131265(a) of the Public Utilities Code. Budget amounts may be revised by Board resolutions. The basis the TA uses to prepare the budget is consistent with the basis used to reflect revenues and expenditures as outlined below under "Basis of Accounting". The exception would be proceeds from the sale of fixed assets, unrealized gains and losses under Government Accounting Standards Board's Statement No. 31 (GASB 31) which are not included in the budget. Depreciation and amortization expense are not applicable to governmental funds and as such are not budgeted.

**Basis of Accounting** – The accounts of the TA are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. The TA's resources are allocated to and accounted for in individual funds based on the purpose for which they are to be spent and the means by which spending activities are controlled.

**Basis of Budgeting** - State law requires the TA to adopt an annual budget by resolution of the Board of Directors for each fiscal year starting on July 1. Staff presents a proposed annual budget based on established agency goals and objectives in accordance with the TEP and CRP's allocations and program categories. The Board of Directors monitors budget-to-actual performance through monthly staff reports.

The TA prepares its budget on a basis of accounting that differs from Generally Accepted Accounting Principles (GAAP). The primary difference between the budgetary basis of accounting and GAAP is capital assets. Depreciation and amortization expense per GAAP is not budgeted, and budgeted capital expenditures are not recorded as an expense per GAAP.

Once adopted, the Board of Directors has the authority to amend the budget. Cost center managers monitor budget-to-actual performance monthly on an accrual basis. Any increase to the expenditure budget requires the approval of the Board. In addition, the TA uses the encumbrance system to reduce budget balances by issuing purchase orders to avoid over-commitment of resources.

The TA employs the same basis and principles for both budgeted and actual revenues and expenses.

### **Governmental Fund Types**

Governmental funds use the current financial resources measurement focus and the accrual basis of accounting to measure and report their activities. Under this method, revenues are recorded when earned and expenses are recorded when related liability is incurred, regardless of timing of related cash flows.

### **Fund Balance**

The General Fund (the Fund) balance is classified in accordance with GAAP, which require the TA to classify its fund balances based on spending constraints imposed on the use of resources. For programs with multiple funding sources, the TA prioritizes and expends funds in the following order, as applicable: restricted, committed, assigned, and unassigned. Each category in the following hierarchy is ranked according to the degree of spending constraint:

**Nonspendables** - amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.

**Restricted** - The restricted fund balance classification reflects amounts subject to externally imposed and legally enforceable constraints. The restricted fund balance reported on the governmental fund balance sheet represents the resources available to the TA that are legally restricted to improve, construct, maintain, and operate certain transportation projects and facilities contained in the 2004 TEP adopted by the Board of Supervisors of San Mateo County and all of the Cities in the County. That Plan may be amended from time to time pursuant to the Plan and applicable law.

**Cash Equivalents** – The TA considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.

**Wages and Benefits** – Personnel costs of the TA represent allocated costs of the District employees serving in the capacity of managing agency. Participation in pension plans, compensated absences, and post-retirement health care benefits for these employees is administered by SamTrans.

**Use of Estimates** – The TA's management has made several estimates and assumptions relating to the reporting of assets and liabilities, revenues and expenditures, and the disclosure of contingent liabilities to prepare these financial statements in conformity with GAAP. Actual results could differ from those estimates.

## **Budget Process**

The TA's annual budget is adopted by the Board of Directors, who retain the authority to amend them throughout the fiscal year. The budget includes funding sources and expenditures, aligning with the TA's goals and objectives. It is prepared on an accrual basis, with complete project budgets approved upfront. Notably, depreciation and amortization are not included. The budget statement is comprised of cost center budgets (operating) and allocations to Categories (capital).

Preparation of the operating budget begins at the cost center level and aggregates up to the organization-wide budget. Cost Centers, the smallest budget units, compile budgets that Division Chiefs review before submission to the Budget Department. The department conducts a thorough analysis, reviewing justifications and funding sources for all expenditures. After internal reviews, the completed budgets are assessed by the Executive Director and Division Chiefs to ensure alignment with TA's strategic goals before being presented to the Board for adoption alongside the capital budget. The capital budget is presented concurrently with the operating budget. It follows allocations based on the Measure A TEP and Measure W CRP. Funds are reserved and require Board approval for specific programming actions, ensuring strategic alignment with long-term infrastructure and service goals.

## **Budget Amendment Process**

The Board may amend the budget post-adoption, often to true-up actual vs. budgeted expenditures for Measures A and W, or to adjust for project scope changes. Amendments require a staff report and updated budget statements for Board approval.

## Budget Preparation and Calendar

The following section reflects the annual Budget Cycle for the TA.

<b>Budget Cycle</b>		
<b>Phase I</b>	<b>Oct – Dec</b>	Budget assumptions and target are established and provided to division chiefs and cost center managers as a budget base
<b>Phase II</b>	<b>Jan</b>	Cost Center Managers submit budget requests to meet division goals for upcoming fiscal year
<b>Phase III</b>	<b>Feb – Mar</b>	Submitted budget requests are reviewed for accuracy, reasonableness, and completeness
<b>Phase IV</b>	<b>Mar – Apr</b>	Executive Team reviews preliminary budget submission for overall alignment with agency goals and instruct staff to prepare budget consolidation and informational presentation to the Board
<b>Phase V</b>	<b>May</b>	The preliminary budget is presented to the Board of Directors for review and questions
<b>Phase VI</b>	<b>June</b>	The proposed budget is presented to the Board of Directors for adoption
<b>New FY</b>	<b>July 1<sup>st</sup></b>	The adopted budget becomes effective and is communicated to everyone
	<b>Jan (if required)</b>	Budget amendments to the adopted budget will be presented to the Board's review and approval as needed

## **Budget Process**

The budget process starts in October with a review of agency goals and preliminary budget assumptions. Budget instructions and relevant data are distributed by the Budget Department, which then reviews all submissions for alignment with the agency's fiscal plans and goals.

## **Budget Approval and Public Involvement**

The FY25 Budget was introduced to the Board on May 2, 2024, for review and was adopted on June 6, 2024. Board meetings, including the budget approval process, are open to the public, allowing community input. Additionally, the Community Advisory Committee (CAC) meets monthly, facilitating further public engagement.

## **Budget Amendment Procedures**

Amendments to the budget are processed similarly to the initial budget development, requiring justification and Board approval for any changes proposed during the fiscal year.

## Budget Assumptions for Fiscal Year 2025

### WAGES AND BENEFITS

Wages and benefits are calculated by the Budget Department based on approved Salary Ordinance positions and the anticipated salary level for each person for the upcoming year. The FY25 Adopted Budget currently assumes no universal wages and benefits increases.

### STAFFING CHANGES

Additions and deletions in staffing are prepared by Cost Center Managers with approval from Division Chiefs. A copy of each request is submitted with the preliminary Division budget, with a copy sent directly to the Human Resources Department. Each new FTE request requires a justification and is subject to approval by Executive Team prior to presenting the proposed budget to the Board for final adoption. There are 1.4 new FTE added in FY25.

### OTHER EXPENSES

Cost Center Managers prepared estimated expenses for the FY25 budget year. An explanation and analysis justifying the requests was prepared for each line-item expense showing how the cost was determined. Worksheets were provided for each Cost Center. Summary Cost Center line items and detail line-item Worksheet templates for expenditure were provided for the Cost Center Manager's convenience.

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## **SECTION 4 – FISCAL YEAR 2025 BUDGET**

### **Board Resolution Adopting the Budget**

Resolution No. 2024-9

Board of Directors, San Mateo County Transportation Authority  
State of California

\* \* \*

**Adopting a Budget in the Amount of \$189,035,418 for Fiscal Year 2025**

Whereas, Section 131265(a) of the California Public Utilities Code requires the San Mateo County Transportation Authority ("Authority" or "TA") Board of Directors (Board) to adopt an annual budget; and

Whereas, in accordance with Section 131266 of the California Public Utilities Code, the Authority conducted a public hearing concerning the annual budget at its meeting on June 6th, 2024; and

Whereas, the Executive Director has prepared and presented to the Board the Proposed Budget for Fiscal Year 2025 (FY25), which includes: Measure A Annual Allocations in the amount of \$33,630,000; Measure A Competitive Programs Authorization in the amount of \$83,190,000; Measure W Annual Allocations in the amount of \$11,800,000; Measure W Competitive Programs Authorization in the amount of \$47,200,000; Original Measure Competitive Programs Authorization in the amount of \$2,321,724; Measure A Oversight in the amount of \$2,500,000; Measure A City/County of Association of Governments of San Mateo County (C/CAG) Support in the amount of \$500,000; Measure W Oversight in the amount of \$250,000; San Mateo County Express Lanes Joint Authority (SMCEL-JPA) Bond Interest and Related Debt Fees in the amount of \$4,170,000; and Total Administrative Expenses in the amount of \$3,473,694; and

Whereas, the Board desires to authorize the Executive Director to approve adjustments to the current year's adopted budget to reflect the previous fiscal year's audited Measure A and Measure W sales tax revenues and associated "true-up" of funds available for programming and allocation in accordance with the percentages set forth for competitive programs as defined in the Measure A Transportation Expenditure Plan and Measure W Congestion Relief Plan; and

Whereas, the Board also desires to designate the Executive Director, or designee, to act in the capacity of Treasurer for investments during the period of July 1, 2024 through June 30, 2025, in accordance with California Government Code section 53607.

**Now, Therefore, Be It Resolved** that the Board of Directors of the San Mateo County Transportation Authority adopts the budget for Fiscal Year 2025 in the amount of \$189,035,418, a copy of which is attached and incorporated herein as Attachments A and B; and

**Be It Further Resolved** that the Board authorizes the Executive Director or designee to approve adjustments to the current year's budget to reflect the previous fiscal year's audited Measure A and Measure W sales tax revenues and associated "true-up" of funds available for programming and allocation in accordance with the percentages set forth for competitive programs as defined in the Measure A Transportation Expenditure Plan and Measure W Congestion Relief Plan; and

**Be It Further Resolved** that the Board designates the Executive Director, or designee, to act in the capacity of Treasurer for investments during the period of July 1, 2024 through June 30, 2025, in accordance with California Government Code section 53607.

Regularly passed and adopted this 6th day of June, 2024 by the following vote:

Ayes: Beach, Mates, Medina, Nagales, Romero

Noes: None

Absent: Corzo, Mueller



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Chair, San Mateo County Transportation Authority

Attest:



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Nola Seaman

Authority Secretary

## Fiscal Year 2025 Adopted Budget

Attachment A

### SAN MATEO COUNTY TRANSPORTATION AUTHORITY FY2025 ADOPTED BUDGET

	FY23 Actual A	FY24 Adopted Budget B	FY24 Revised Budget C	FY25 Adopted Budget D	\$ Change FY25 Adopted vs FY24 Revised E = D - C	% Change FY25 Adopted vs FY24 Revised F = E / C
<b>Sources</b>						
1 New Measure A Sales Tax	117,920,164	116,264,000	116,264,000	118,000,000	1,736,000	1.5%
2 New Measure A Interest Income	5,393,137	8,187,648	8,187,648	15,795,494	7,607,846	92.9%
3 Measure W Sales Tax*	117,412,918	116,264,000	116,264,000	118,000,000	1,736,000	1.5%
4 TA Managed Measure W Sales Tax (50%)	58,706,459	58,132,000	58,132,000	59,000,000	868,000	1.5%
5 SamTrans Managed Measure W Sales Tax (50%)*	58,706,459	58,132,000	58,132,000	59,000,000	868,000	1.5%
6 Measure W Interest Income	2,337,230	3,216,293	3,216,293	6,204,827	2,988,534	92.9%
7 Original Measure A Interest Income	4,690,450	1,203,474	1,203,474	2,321,724	1,118,250	92.9%
8 Rental Income	1,189,035	1,261,242	1,261,242	950,650	(310,592)	-24.6%
9 External Funding	-	-	-	-	-	-
10 US 101 Express Lanes	400,000	1,920,000	1,920,000	4,744,000	2,824,000	147.1%
11 Due from SMCEL-JPA - Credit Enhancement Fee	400,000	400,000	400,000	400,000	-	0.0%
12 Due from SMCEL-JPA - Bond Interest	-	1,000,000	1,000,000	3,500,000	2,500,000	250.0%
13 Due from SMCEL-JPA - Bond Related Debt Fees	-	520,000	520,000	670,000	150,000	28.8%
14 Due from SMCEL-JPA - Operating Advances Interest	-	-	-	174,000	174,000	100.0%
15 Total Sources	\$190,636,475	\$190,184,657	\$190,184,657	\$207,016,695	\$16,832,038	8.9%
 <b>Expenditure Authorization</b>						
	FY23 Actual A	FY24 Adopted Budget B	FY24 Revised Budget C	FY25 Proposed Budget D	\$ Change FY25 Proposed vs FY24 Revised E = D - C	% Change FY25 Proposed vs FY24 Revised F = E / C
16 New Measure A (Sales Tax)	56,291,463	116,264,000	123,065,956	118,000,000	(5,065,956)	-4.1%
17 Pass-Through Annual Program Allocations	33,579,686	33,135,240	33,135,240	33,630,000	494,760	1.5%
18 Competitive & Discretionary Programs Authorization	21,732,246	81,966,120	88,768,076	83,190,000	(5,578,076)	-6.3%
19 Administrative **	979,531	1,162,640	1,162,640	1,180,000	17,360	1.5%
20 New Measure A (Interest Income)	2,487,340	4,689,688	4,689,688	5,290,694	601,006	12.8%
21 Oversight	1,536,737	2,500,000	2,500,000	2,500,000	-	0.0%
22 Administrative **	950,603	2,189,688	2,189,688	2,290,694	101,006	4.6%
23 C/CAG Support	-	-	-	500,000	500,000	100.0%
24 Measure W (TA Managed Sales Tax)	14,570,633	58,132,000	61,788,368	59,000,000	(2,788,368)	-4.5%
25 Pass-Through Annual Program Allocations	11,741,292	11,626,400	11,626,400	11,800,000	173,600	1.5%
26 Competitive & Discretionary Programs Authorization	2,794,480	45,808,016	49,409,538	47,200,000	(2,209,538)	-4.5%
27 Administrative	3,471	465,056	501,620	-	(501,620)	-100.0%
28 Oversight	31,390	232,528	250,810	-	(250,810)	-100.0%
29 Measure W (Interest Income)	-	-	-	253,000	253,000	100.0%
30 Oversight	-	-	-	250,000	250,000	100.0%
31 Administrative **	-	-	-	3,000	3,000	100.0%
32 Original Measure A (Interest Income)	1,500,244	-	-	2,321,724	2,321,724	100.0%
33 Competitive & Discretionary Programs Authorization	1,500,244	-	-	2,321,724	2,321,724	100.0%
34 US 101 Express Lanes	3,337,815	1,520,000	1,520,000	4,170,000	2,650,000	174.3%
35 SMCEL-JPA Bond Interest	1,710,032	1,000,000	1,000,000	3,500,000	2,500,000	250.0%
36 SMCEL-JPA Bond Related Debt Fees	477,261	520,000	520,000	670,000	150,000	28.8%
37 Other (Equity Program/Other Contract)	1,150,522	-	-	-	-	-
38 External Funding Expenditures	-	-	-	-	-	-
39 Total Expenditure Authorization	78,187,495	180,605,688	191,064,012	189,035,418	(\$2,028,594)	-1.1%
40	Surplus/ (Deficit)	\$112,448,980	\$9,578,969	(\$879,355)	\$17,981,277	

\* Excluded from the TA Revenue Budget Total

\*\* See Attachment B for details

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY**  
**FY2025 ADOPTED BUDGET**

	FY23 Actual A	FY24 Adopted Budget B	FY24 Revised Budget C	FY25 Adopted Budget D	\$ Change vs FY24 Revised E = D - C	% Change vs FY24 Revised F = E / C
<b>Administrative Expenditure Breakdown</b>						
1 Staff Support	979,531	1,707,683	1,707,683	2,016,976	309,293	18.1%
2 Professional Services	397,579	566,297	566,297	611,200	44,903	7.9%
3 Insurance	244,519	384,321	384,321	279,000	(105,321)	-27.4%
4 Bank and Investment Fees	(72,273)	247,700	247,700	147,000	(100,700)	-40.7%
5 Other	384,249	446,327	446,327	419,518	(26,809)	-6.0%
<b>Total Administrative Expenditure</b>	<b>\$1,933,605</b>	<b>\$3,352,328</b>	<b>\$3,352,328</b>	<b>\$3,473,694</b>	<b>\$121,366</b>	<b>3.6%</b>

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY**  
**Original Measure A Expenditure Allocations & Authorizations**

% of Measure 1	% of Remaining Active Competitive Programs	Total Sales Tax Receipts up to June 2023 <sup>2</sup>		FY24 Estimated Interest Income A	Cumulative Closed and Programmed Project Budgets B	Unprogrammed Available Budget from all Prior Years D = A + B - C	FY25 Adopted Budget E	Cumulative Total Available to be Programmed F = D + E
<b>Competitive and Discretionary Programs Authorizations</b>								
1 Caltrain Improvements	21.6%	42.4%	\$325,077,235	\$510,307	\$323,476,792	\$2,110,750	\$984,477	\$3,095,227
2 Paratransit	3.1%		\$56,112,993	\$0	\$56,112,993	\$0	\$0	\$0
3 Dumbarton Rail	1.7%		\$18,316,709	\$0	\$18,316,709	\$0	\$0	\$0
4 Streets and Highways	29.3%	57.6%	\$361,941,658	\$693,167	\$361,941,658	\$693,167	\$1,337,247	\$2,030,414
5 Local Streets and Roads	20%		\$203,264,468	\$0	\$203,264,468	\$0	\$0	\$0
6 Caltrain Grade Separation	22.8%		\$238,723,749	\$0	\$238,723,749	\$0	\$0	\$0
7 Bicycle Program	0.01%		\$120,542	\$0	\$120,542	\$0	\$0	\$0
8 Transportation System Management	0.7%		\$7,121,256	\$0	\$7,121,256	\$0	\$0	\$0
9 Administrative	0.75%		\$7,622,418	\$0	\$7,622,418	\$0	\$0	\$0
<b>Total</b>	<b>100%</b>	<b>100%</b>	<b>\$1,218,301,028</b>	<b>\$1,203,474</b>	<b>\$1,216,700,585</b>	<b>\$2,803,917</b>	<b>\$2,321,724</b>	<b>\$5,125,641</b>

1 Allocation % is based on Original Measure A Expenditure Plan

2 Inception to date receipts may not align with allocation % due to interest income being only allocated to the remaining active categories

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY**  
New Measure A Expenditure Allocations & Authorizations

	% of Measure <sup>1</sup>	Total Sales Tax Receipts up to June 2023		FY24 Adopted Budget	Cumulative Closed and Programmed Project Budgets	Unprogrammed Available Budget from all Prior Years		FY25 Adopted Budget	Cumulative ICAP <sup>2</sup>	Cumulative Total Available to be Programmed
		A	B			C	D = A + B - C			
<b>1 Pass-Through Annual Program Allocations</b>										
Local Streets/Transportation	22.5%	\$274,413,356	\$26,159,400					\$26,550,000		
Transit - Paratransit	4%	\$48,784,596	\$4,650,560					\$4,720,000		
Transit - SFO BART Extension	2%	\$24,392,298	\$2,325,280					\$2,360,000		
<b>5 Sub-total Pass-Through Annual Program Allocations</b>		<b>\$247,590,251</b>	<b>\$33,135,240</b>					<b>\$33,630,000</b>		
<b>6 Administration Allocations</b>										
TA Administration	1%	\$12,196,149	\$1,162,640					\$1,180,000		
<b>8 Sub-total Administration Allocations</b>		<b>\$12,196,149</b>	<b>\$1,162,640</b>					<b>\$1,180,000</b>		
<b>9 Competitive and Discretionary Programs Authorizations</b>										
<b>10 Alternative Congestion Relief</b>	1%	<b>\$12,196,149</b>	<b>\$1,162,640</b>	<b>\$9,052,948</b>	<b>\$4,305,841</b>	<b>\$1,180,000</b>	<b>\$54,106</b>	<b>\$5,431,735</b>		
Intelligent Transportation Systems <sup>3</sup>	20%		\$2,439,230	\$232,528	\$510,000	\$2,161,758	\$236,000	\$0	\$2,397,758	
Commute.org Operations	60%		\$7,327,148	\$0	\$7,327,148	\$0	\$708,000	\$0	\$708,000	
Commute.org TDM Monitoring Program <sup>3</sup>	10%		\$692,800	\$0	\$692,800	\$0	\$118,000	\$0	\$118,000	
TDM Competitive Projects	10%		\$1,736,971	\$930,112	\$523,000	\$2,144,083	\$118,000	\$54,106	\$2,207,977	
<b>15 Grade Separations</b>	15%	<b>\$182,942,237</b>	<b>\$17,439,600</b>	<b>\$133,255,781</b>	<b>\$67,126,056</b>	<b>\$17,700,000</b>	<b>\$811,585</b>	<b>\$84,014,471</b>		
<b>16 Highways</b>	27.5%	<b>\$335,394,102</b>	<b>\$31,972,600</b>	<b>\$314,653,307</b>	<b>\$52,713,395</b>	<b>\$32,450,000</b>	<b>\$2,302,065</b>	<b>\$82,861,330</b>		
Key Congested Corridors	63%		\$210,993,381	\$20,113,672	\$229,618,606	\$1,488,447	\$20,414,000	\$1,448,208	\$20,454,239	
Supplemental Roadways	37%		\$124,400,721	\$11,858,928	\$85,034,701	\$51,224,948	\$12,036,000	\$853,857	\$62,407,091	
<b>19 Pedestrian and Bicycle</b>	3%	<b>\$36,588,447</b>	<b>\$3,487,920</b>	<b>\$31,129,421</b>	<b>\$8,946,946</b>	<b>\$3,540,000</b>	<b>\$162,317</b>	<b>\$12,324,629</b>		
<b>20 Transit - Caltrain</b>	16%	<b>\$195,138,387</b>	<b>\$18,602,240</b>	<b>\$160,621,432</b>	<b>\$53,119,195</b>	<b>\$18,880,000</b>	<b>\$729,492</b>	<b>\$71,269,703</b>		
<b>21 Transit - Dumbarton</b>	2%	<b>\$24,392,298</b>	<b>\$2,325,280</b>	<b>\$6,000</b>	<b>\$26,711,578</b>	<b>\$2,360,000</b>	<b>\$108,211</b>	<b>\$28,963,367</b>		
<b>22 Transit - Ferry</b>	2%	<b>\$24,392,298</b>	<b>\$2,325,280</b>	<b>\$12,552,322</b>	<b>\$14,165,256</b>	<b>\$2,360,000</b>	<b>\$108,211</b>	<b>\$16,417,045</b>		
<b>23 Transit - Local Shuttle Service</b>	4%	<b>\$48,784,597</b>	<b>\$4,650,560</b>	<b>\$41,257,739</b>	<b>\$12,177,418</b>	<b>\$4,720,000</b>	<b>\$216,423</b>	<b>\$16,680,995</b>		
<b>24 Sub-total Competitive and Discretionary Program Authorization</b>		<b>\$859,828,516</b>	<b>\$81,966,120</b>	<b>\$702,528,950</b>	<b>\$239,265,686</b>	<b>\$83,190,000</b>	<b>\$4,492,410</b>	<b>\$317,963,276</b>		
<b>25 Total</b>	<b>100%</b>	<b>\$1,219,614,916</b>	<b>\$116,264,000</b>	<b>\$702,528,950</b>	<b>\$239,265,686</b>	<b>\$118,000,000</b>	<b>\$4,492,410</b>	<b>\$317,963,276</b>		

1 Allocation % is based on New Measure A Transportation Expenditure Plan (TEP)

2 Indirect Cost Allocation Plan (ICAP) calculates the indirect cost rate used to recover overhead costs related to agency indirect administrative overhead and capital projects

3 New subcategories created from the Alternative Congestion Relief/Transportation Demand Management Plan adopted January 2022

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY**  
Measure W Expenditure Allocations & Authorizations

	% of Measure <sup>1</sup>	Total Sales Tax Receipts up to June 2023		FY24 Adopted Budget	Cumulative Closed and Programmed Project Budgets	Unprogrammed Available Budget from all Prior Years		FY25 Adopted Budget	Cumulative ICAP <sup>3</sup>	Cumulative Total Available to be Programmed
		A	B			C	D = A + B - C			
<b>1 Total Measure W Revenue</b>	<b>100%</b>	<b>\$411,203,734</b>	<b>\$116,264,000</b>					<b>\$118,000,000</b>		
SamTrans Managed 50%	50%		\$205,601,867	\$58,132,000				<b>\$59,000,000</b>		
TA Managed 50%	50%		\$205,601,867	\$58,132,000				<b>\$59,000,000</b>		
<b>4 Pass-Through Annual Program Allocations</b>										
Local Streets/Transportation	10%		\$41,120,372	\$11,626,400				<b>\$11,800,000</b>		
<b>6 Sub-total Pass-Through Annual Program Allocations</b>			<b>\$41,120,372</b>	<b>\$11,626,400</b>				<b>\$11,800,000</b>		
<b>7 Administration Allocations</b>										
TA Administration and Oversight <sup>2</sup>	N/A		\$936,924	\$697,584				\$0		
<b>9 Sub-total Administration Allocations</b>			<b>\$936,924</b>	<b>\$697,584</b>				<b>\$0</b>		
<b>10 Competitive and Discretionary Program Authorization<sup>3</sup></b>										
Bicycle and Pedestrian Improvements	5%		<b>\$20,443,071</b>	<b>\$5,726,002</b>	<b>\$12,567,605</b>	<b>\$13,601,468</b>	<b>\$5,900,000</b>	<b>\$185,404</b>	<b>\$19,316,064</b>	
Countywide Highway Congestion Improvements	22.5%		<b>\$91,993,821</b>	<b>\$25,767,009</b>	<b>\$42,867,735</b>	<b>\$74,893,095</b>	<b>\$26,550,000</b>	<b>\$834,319</b>	<b>\$100,608,776</b>	
Highway Projects	96%		\$88,480,384	\$24,736,329	\$40,368,035	\$72,848,678	\$25,488,000	\$685,996	\$97,650,682	
Transportation Demand Management (TDM)	4%		\$3,513,437	\$1,030,680	\$2,499,700	\$2,044,417	\$1,062,000	\$148,323	\$2,958,094	
TDM Planning & Policy <sup>4</sup>	10%		\$693,004	\$103,068	\$472,000	\$324,072	\$106,200	\$0	\$430,272	
TDM Competitive Projects	90%		\$2,820,433	\$927,612	\$2,027,700	\$1,720,345	\$955,800	\$148,323	\$2,527,822	
<b>17 Grade Separations</b>	2.5%	<b>\$10,221,536</b>	<b>\$2,863,001</b>	<b>\$8,000</b>	<b>\$13,076,537</b>	<b>\$2,950,000</b>	<b>\$92,702</b>	<b>\$15,933,835</b>		
<b>18 Regional Transit Connections</b>	10%	<b>\$40,886,143</b>	<b>\$11,452,004</b>	<b>\$492,000</b>	<b>\$51,846,147</b>	<b>\$11,800,000</b>	<b>\$370,808</b>	<b>\$63,275,339</b>		
<b>19 Sub-total Competitive and Discretionary Program Authorization</b>	<b>40%</b>	<b>\$163,544,571</b>	<b>\$45,808,016</b>	<b>\$55,935,340</b>	<b>\$153,417,247</b>	<b>\$47,200,000</b>	<b>\$1,483,233</b>	<b>\$199,134,014</b>		
<b>20 Total</b>	<b>50%</b>	<b>\$205,601,867</b>	<b>\$58,132,000</b>	<b>\$55,935,340</b>	<b>\$153,417,247</b>	<b>\$59,000,000</b>	<b>\$1,483,233</b>	<b>\$199,134,014</b>		

1 Allocation % is based on Measure W Congestion Relief Plan (CRP)

2 Measure W Administrative and Oversight were allocated 1-1.5% from the Categories in FY24 and prior years. Starting FY25 and beyond these areas are funded by Measure W interest income only.

3 Indirect Cost Allocation Plan (ICAP) calculates the indirect cost rate used to recover overhead costs related to agency indirect administrative overhead and capital projects.

4 New subcategory created from the Alternative Congestion Relief/Transportation Demand Management Plan adopted January 2022

## Revenue and Expenses as a Percent of Total

San Mateo County Transportation Authority  
Revenues and Expenditures as a Percent of Total  
FY2025

### **REVENUES (in thousand)**

New Measure A Sales Tax	118,000	57.0%
New Measure A Interest Income	15,795	7.6%
Measure W Sales Tax (TA Managed 50%)	59,000	28.5%
Measure W Interest Income	6,205	3.0%
Original Measure A Interest Income	2,322	1.1%
Rental Income	951	0.5%
<b>US 101 Express Lane</b>		0.0%
Due from SMCEL-JPA - Credit Enhancement Fee	400	0.2%
Due From SMCEL-JPA - Bond Interest	3,500	1.7%
Due From SMCEL-JPA - Bond Related Debt Fees	670	0.3%
Due From SMCEL-JPA - Operating Advances Interest	174	0.1%
<b>Total Revenues</b>	<b>\$ 207,017</b>	<b>100.0%</b>

### **EXPENDITURES (in thousand)**

New Measure A (Sales Tax)		
Pass-Through Annual Program Allocations	33,630	17.8%
Competitive & Discretionary Programs Authorization	83,190	44.0%
Administrative	1,180	0.6%
New Measure A Interest Income		
Oversight	2,500	1.3%
Administrative	2,291	1.2%
C/CAG Support	500	0.3%
Measure W (TA Managed Sales Tax)		
Pass-Through Annual Program Allocations	11,800	6.2%
Competitive & Discretionary Programs Authorization	47,200	25.0%
Measure W Interest Income		
Oversight	250	0.1%
Administrative	3	0.0%
Original Measure A (Interest Income)		
Competitive & Discretionary Programs Authorization	2,322	1.2%
US 101 Express Lane		
SMCEL-JPA Bond Interest	3,500	1.9%
SMCEL-JPA Bond Related Debt Fees	670	0.4%
<b>Total Expenditures</b>	<b>\$ 189,035</b>	<b>100.0%</b>

## Fiscal Year 2025 Budget Overview

### REVENUES:

Total projected revenue for FY25 is \$207.0M, an increase of \$16.8M or 8.9% from the FY24 Revised Budget. The revenue is comprised of the components discussed below:

#### **NEW MEASURE A SALES TAX (Attachment A, line 1)**

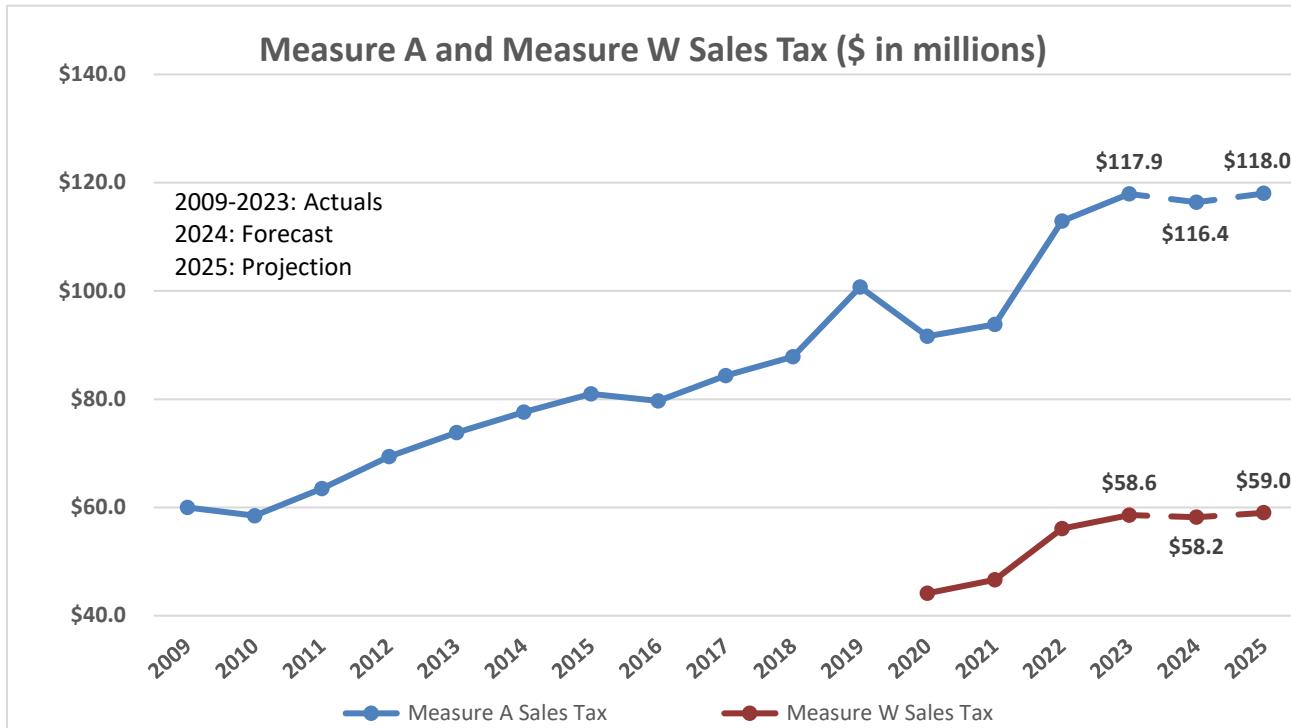
San Mateo County Ordinance No. 04223 authorized the TA to extend its Measure A half-cent Retail Transactions and Use Tax for an additional 25 years beginning January 1, 2009, and ending December 31, 2033, which was approved by the voters in November 2004 as a New Measure A.

The FY24 Forecast Sales Tax of \$116.4M for New Measure A aligns closely with the Revised Budget of \$116.3M. The FY25 Adopted Budget reflects a slight increase from FY24 Revised Budget assuming the Federal Reserve will start cutting interest rates in 2024 which would boost the economy. FY25 Measure A Sales Tax is projected to be \$118.0M.

From a year-over-year budget comparison, FY25 represents an increase of \$1.7M or 1.5% higher than the FY24 Revised Budget.

Below is a table that shows projected Sales Tax revenue for the FY24 Revised, FY24 Forecast, and FY25 Adopted Budget. Following is a graph that shows historical Sales Tax receipts not adjusted for inflation.

	FY24 Revised	FY24 Forecast	FY25 Adopted
New Measure A Sales Tax	\$116,264,000	\$116,399,000	\$118,000,000



### **NEW MEASURE A INTEREST INCOME (Attachment A, line 2)**

Interest Income is income generated from the New Measure A fund balances. Measure A fund balances are bringing much higher returns than budget due to the Federal Reserve raising interest rates higher than expected to combat inflation. Interest Income for FY25 is estimated at \$15.8M, an increase of \$7.6M or 92.9% compared to the FY24 Revised Budget.

### **MEASURE W SALES TAX (Attachment A, line 3, 4, and 5)**

San Mateo County Transit District Ordinance No. 105, approved by the voters as Measure W in November 2018, created an additional half-cent Retail Transactions and Use Tax for 30 years beginning July 1, 2019, and ending June 30, 2049, and authorized the TA to administer 50% of the Measure W tax revenues.

The projected sales tax for Measure W in FY24 and FY25 are aligned with the New Measure A mentioned above. FY25 Adopted Budget for the **TA Managed 50% of Measure W** is projected at \$59.0M, an increase of \$0.9M or 1.5% higher than FY24 Revised Budget (Attachment A, line 4). Below is a table that shows projected Sales Tax revenue for the FY24 Revised, FY24 Forecast, and FY25 Adopted Budget.

	<b>FY24 Revised</b>	<b>FY24 Forecast</b>	<b>FY25 Adopted</b>
<b>Measure W Sales Tax</b>	\$116,264,000	\$116,399,000	\$118,000,000
<b>TA Managed 50% Measure W</b>	\$58,132,000	\$58,199,500	\$59,000,000

### **MEASURE W INTEREST INCOME (Attachment A, line 6)**

This income revenue is generated from Measure W accounts fund. Interest Income for FY25 is estimated at \$6.2M, an increase of \$3.0M or 92.9% compared to the FY24 Revised Budget. Measure W fund balances are yielding better-than-budget returns due to the Federal Reserve raising interest rates.

### **ORIGINAL MEASURE A INTEREST INCOME (Attachment A, line 7)**

This Interest Income is income revenue generated from the Original Measure A accounts fund balances. Interest Income for FY25 is estimated at \$2.3M, an increase of \$1.1M or 92.9% compared to the FY24 Revised Budget. Original Measure A fund balances are also yielding better-than-budget returns due to the Federal Reserve raising interest rates.

### **RENTAL INCOME (Attachment A, line 8)**

This income is generated from properties the TA owns and leases. Rental Income for FY25 is projected at \$1.0M, a decrease of \$0.3M or 24.6% from the FY24 Revised Budget, due to the anticipated ending of leases offset by the Consumer Price Index (CPI) increases.

### **EXTERNAL FUNDING (Attachment A, line 9)**

This line item will capture any grant funding or local agency contributions to TA projects. It is subject to budget amendment from call-for-projects and/or grant applications. There is no projection in the FY25 Budget.

## **US 101 EXPRESS LANES**

### **Due from SMCEL-JPA – Credit Enhancement Fee (Attachment A, line 11)**

The Credit Enhancement Fee is budgeted at \$0.4M in the FY25 Adopted Budget. This is an annual fee that the TA charges the San Mateo County Express Lanes Joint Powers Authority (SMCEL-JPA) for the TA's \$100.0M bond issuance in 2020 for capital, finance and support costs associated with the US 101 Express Lanes Project. This fee is to compensate the TA for risk and efforts associated with the issuance and maintenance of the bond. The Credit Enhancement Fee is charged on the outstanding balance of the loan at an annual rate of 0.4%. However, in any fiscal year in which the Capital Loan balance is reduced by at least \$5.0M, the TA will use 0.15% of the Credit Enhancement Fee to reduce the outstanding principal on the Capital Loan.

### **Due From SMCEL-JPA – Bond Interest (Attachment A, line 12)**

The FY25 Adopted Budget for Bond Interest is \$3.5M. When the TA issued debt in 2020 on behalf of the SMCEL-JPA to finance the construction of the US 101 Express Lanes Project, the TA identified and qualified for \$6.0M as capitalized interest for the first three years of the term of the loan. This capitalized interest allows the interest to be paid from the loan; however, after March 2, 2024, this set-aside of capitalized interest will be exhausted. The projected \$3.5M represents the full year interest expense in FY25 compared to \$1.0M for 4 months in FY24. It is expected that the SMCEL-JPA would reimburse the TA for such expenses. There is a corresponding expense on Attachment A, line 35.

### **Due From SMCEL-JPA – Bond Related Debt Fees (Attachment A, line 13)**

Bond Related Debt Fees are budgeted at \$0.7M. This line comprises of trustee and remarketing fees, Letter of Credit (LOC) fees, and bond counsel costs not covered from the bond proceeds after March 2, 2024. It is expected that the SMCEL-JPA would reimburse the TA for these expenses. There is a corresponding expense on Attachment A, line 36.

### **Due from SMCEL-JPA – Operating Advances Interest (Attachment A, line 14)**

Operating Advances Interest is a new line item for the interest receivable from SMCEL-JPA on prior years' operating advances. Interest for FY25 is projected to be \$0.2M. Although this item is not budgeted in prior years' statements, the TA is collecting the money that is due from SMCEL-JPA.

### **EXPENDITURE AUTHORIZATION (Attachment A)**

The total Adopted Expenditure Budget for FY25 is projected at \$189.0M, a decrease of \$2.0M or 1.1% compared to the FY24 Revised Budget. The budget includes funds that the TA is authorized to make available for pass-through categories or competitive and discretionary program categories. The expenditure is comprised of the components discussed below:

### **NEW MEASURE A EXPENDITURE (Attachment A, line 16)**

This expenditure is budgeted primarily based upon the Transportation Expenditure Plan as follows:

<u>Category</u>	<u>% of Tax</u>	<u>FY25 Budget</u>
Local Streets/Transportation	22.5%	\$26.5M
Transit - Paratransit	4.0%	\$4.7M

Transit – SFO BART Extension	2.0%	\$2.4M
<b>Pass-Through Annual Program Allocations</b>	<b>28.5%</b>	<b>\$33.6M</b>
<b>(line 17)</b>		
Alternative Congestion Relief	1.0%	\$1.2M
Grade Separations	15.0%	\$17.7M
Highways	27.5%	\$32.4M
Pedestrian and Bicycle	3.0%	\$3.5M
Transit - Caltrain	16.0%	\$18.9M
Transit - Dumbarton	2.0%	\$2.4M
Transit - Ferry	2.0%	\$2.4M
Transit – Local Shuttle Service	4.0%	\$4.7M
<b>Competitive &amp; Discretionary Programs</b>	<b>70.5%</b>	<b>\$83.2M</b>
<b>Authorization (line 18)</b>		
Administration-Staff Support (line 19)	1.0%	\$1.2M
<b>Total Measure A Transportation Expenditure</b>	<b>100.0%</b>	<b>\$118.0M</b>
<b>Plan</b>		

#### **Pass-Through Annual Program Allocations (Attachment A, line 17)**

Annual Program Allocations are allocated directly to the recipients without a separate fund programming process. Total Annual Allocations for FY25 are projected at \$33.6M, an increase of \$0.5M or 1.5% from the FY24 Revised Budget.

- **Local Streets/Transportation** is for the direct allocations for improvement and maintenance of local transportation, including streets and roads to the twenty cities and the unincorporated portions of the San Mateo County. The FY25 Adopted Budget is \$26.5M.
- **Paratransit** is to meet the paratransit needs of the San Mateo County. The FY25 Adopted Budget is \$4.7M.
- **SFO Bart Extension** is a direct allocation to the San Francisco Bay Area Rapid Transit District (BART). This represents the San Mateo County Transit District's share of financial assistance associated with the existing San Mateo County / SFO Bart extension. The FY25 Adopted Budget is \$2.4M.

#### **Competitive & Discretionary Programs Authorization (Attachment A, line 18)**

Competitive and Discretionary Programs Authorization are held in reserves and subject to Board approval in future programming actions. Total Measure A Categories for FY25 are projected at \$83.2M, a decrease of \$5.6M or 6.3% compared to the FY24 Revised Budget. The FY24 Revised Budget included \$6.8M in sales tax “true-up” to reflect sales tax receipts that exceeded the FY23 projection, which allow for future allocations.

- **Alternative Congestion Relief** aims to reduce single occupancy vehicle (SOV) trips on congested freeways and busy city streets. These customized programs target both infrastructure problems and personal driving habits. The FY25 Adopted Budget is \$1.2M.
- **Grade Separations** are dedicated toward improving safety at railroad crossings and relieving local traffic congestion. The FY25 Adopted Budget is \$17.7M.

- **Highways** aims to reduce traffic congestion and improve safety on highways and roadways in the San Mateo County. The FY25 Adopted Budget is \$32.4M.
- **Pedestrian and Bicycle** funds specific projects that encourage and improve walking and bicycling conditions. The FY25 Adopted Budget is \$3.5M.
- **Caltrain** category is to help subsidize San Mateo County's share of contributions to the Peninsula Corridor Joint Powers Board (PCJPB/Caltrain) annual operating and capital funding needs. The allocation is held in reserves until the three Caltrain member agencies have negotiated the annual contributions to Caltrain. The funds can also be requested by the PCJPB for San Mateo County-specific projects. The FY25 Adopted Budget is \$18.9M.
- **Dumbarton** is for station facilities and enhancement for the Dumbarton Rail Corridor through East Palo Alto, Menlo Park, and Redwood City. The FY25 Adopted Budget is \$2.4M.
- **Ferry** funding is dedicated to capital projects to support ferry services in either South San Francisco or Redwood City. The FY25 Adopted Budget is \$2.4M.
- **Local Shuttle Services** supports commuter and community shuttle programs in San Mateo County. The FY25 Adopted Budget is \$4.7M.

#### **Administrative (Attachment A, line 19)**

The TA is authorized to set aside 1% of New Measure A revenues to cover staff wages and benefits. The FY25 Adopted Budget is \$1.2M.

#### **NEW MEASURE A (INTEREST INCOME)**

#### **Oversight (Attachment A, line 21)**

This line includes staff and consultant costs specific to Measure A to support project management, monitoring of projects, calls for projects, and administration of TA policies and procedures. These expenditures will be funded from interest earned from the investment of Measure A fund balances. The FY25 Adopted Budget is consistent with the FY24 Revised Budget at \$2.5M.

#### **Administrative (Attachment A, line 22)**

This line reflects the interest earned on the investment of Measure A fund balances, which can be used to cover Operating Non-labor costs and Labor costs that exceed the 1% Measure A Sales Tax Allocation. A detailed breakdown is in Attachment B. The FY25 Adopted Budget is \$2.3M, an increase of \$0.1M or 4.6% compared to the FY24 Revised Budget.

#### **City/County Association of Governments (C/CAG) Support (Attachment A, line 23)**

The C/CAG has indicated their need for financial assistance through the TA for the forthcoming Countywide Transportation Plan and Countywide Bicycle & Pedestrian Plan. To aid in supporting the C/CAG's upcoming plans, TA proposes to establish a dedicated C/CAG Support budget from available Measure A Interest earnings, totaling \$0.5M over the next two years. C/CAG will be required to formally request funding from the TA Board for the programming and allocation of individual project funding, pending the availability of detailed information on scope, schedule, budgets, and cost sharing.

## **MEASURE W (TA Managed Sales Tax)**

Measure W Expenditure (Attachment A, line 24) is budgeted from the TA Managed 50% share of the Congestion Relief Plan.

<u>Category</u>	<u>% of Tax</u>	<u>FY25 Budget</u>
Local Streets/Transportation	10.0%	\$11.8M
<b>Pass-Through Annual Program Allocations (line 25)</b>	<b>10.0%</b>	<b>\$11.8M</b>
Bicycle and Pedestrian Improvements	5.0%	\$5.9M
Countywide Highway Congestion Improvements	22.5%	\$26.5M
Grade Separations	2.5%	\$3.0M
Regional Transit Connections	10.0%	\$11.8M
<b>Competitive &amp; Discretionary Programs Authorization (line 26)</b>	<b>40.0%</b>	<b>\$47.2M</b>
<b>Total TA Managed Measure W Congestion Relief Plan</b>	<b>50.0%</b>	<b>\$59.0M</b>

### **Pass-Through Annual Program Allocations (Attachment A, line 25)**

Annual Program Allocations are allocated directly to recipients without a separate fund programming process. Total Annual Allocations for FY25 are projected at \$11.8M, an increase of \$0.2M or 1.5% from the FY24 Revised Budget.

- **Local Streets/Transportation** is for the major arterial and local roadway improvements in key congested areas throughout San Mateo County. The FY25 Adopted Budget is \$11.8M.

### **Competitive & Discretionary Programs Authorization (Attachment A, line 26)**

Competitive and Discretionary Programs Authorization are held in reserves and subject to Board approval in future programming cycles. The total Measure W Categories for FY25 are projected at \$47.2M, a decrease of \$2.2M or 4.5% compared to the FY24 Revised Budget. The FY24 Revised Budget included \$3.6M of sales tax “true-up” to reflect sales tax receipts that exceeded the FY23 projection and that allow for future budget allocations.

- **Bicycle and Pedestrian Improvements** is to connect communities and neighborhoods with schools, transit and employment centers countywide through safer, expanded bike/pedestrian access. The FY25 Adopted Budget is \$5.9M.
- **Countywide Highway Congestion Improvements** is to improve congestion throughout and travel times on highway facilities in San Mateo County. The FY25 Adopted Budget is \$26.5M.
- **Grade Separations** is to improve safety by separating existing at-grade crossings of the Caltrain rail line. The FY25 Adopted Budget is \$3.0M.
- **Regional Transit Connections** will invest in infrastructure and services that are designed to improve transit connectivity between the San Mateo County and the nine-county Bay Area region. The FY25 Adopted Budget is \$11.8M.

### **Administrative and Oversight (Attachment A, line 27 and 28)**

This line comprises of Oversight and Staff Support for administering the Measure W categories and Measure W related operating costs. Starting in FY25, these expenses will be funded from interest

earned on the investment of Measure W fund balances, as the TA accumulates sufficient interest income to cover Measure W-specific administration and oversight costs (under Attachment A, line 30 and 31).

## **MEASURE W (INTEREST INCOME)**

### **Oversight (Attachment A, line 30)**

Oversight includes staff and consultant costs specific to Measure W to support project management, monitoring of projects, calls for projects, and administration of the TA's policies and procedures. These expenditures will be funded from interest earned on the investment of Measure W fund balances. The FY25 Adopted Budget is \$0.2M based on program management needs, instead of allocating 1.5% from Measure W Categories as in FY24 Revised Budget.

### **Administrative (Attachment A, line 31)**

Administrative costs are funded by using the interest earned on the investment of Measure W fund balances. These funds cover Measure W-related operating costs, as detailed in Attachment B. The FY25 Adopted Budget is \$3,000.

## **ORIGINAL MEASURE A (INTEREST INCOME)**

### **Competitive & Discretionary Programs Authorizations (Attachment A, line 33)**

There are two remaining Original Measure A categories (Highways and Caltrain) with active projects. Available interest earnings on the unspent funds will be distributed to these two categories until all eligible projects are completed and closed out. The FY25 Adopted Budget is projected to be \$2.3M. The FY24 Revised Budget of \$1.2M was included in interest revenue, but not in the expenditure budget in the old budget statement format.

## **US 101 EXPRESS LANES**

### **SMCEL-JPA Bond Interest (Attachment A, line 35)**

This line is connected to the "Due from SMCEL-JPA Bond Interest" in line item 12. This expense reflects the costs incurred by the TA on the TA issued debt in 2020 on behalf of the SMCEL-JPA to finance construction of the US101 Express Lanes Project. The FY25 Adopted Budget of \$3.5M represents a full year of interest expenses compared to \$1.0M over four months in FY24 that were not covered by bond proceeds after March 2, 2024. Staff expects the SMCEL-JPA to reimburse the TA for such expenses.

### **SMCEL-JPA Bond-Related Debt Fees (Attachment A, line 36)**

This line is connected to the "Due From SMCEL-JPA Bond Related Debt Fees" in line item 13. The FY25 Adopted Budget is budgeted at \$0.7M, and comprises of trustee and remarketing fees, Letter of Credit (LOC) fees, and bond counsel costs not covered from the bond proceeds after March 2, 2024. Staff expects the SMCEL-JPA to reimburse the TA for such expenses.

### **EXTERNAL FUNDING EXPENDITURES (Attachment A, line 38)**

This line is connected to the External Funding in line item 9. It will capture expenditures from any grant funding or local agencies' contributions to TA projects. These amounts are subject to budget amendment from calls-for-projects and/or grant applications. There is nothing projected in FY25 Adopted Budget.

## **ADMINISTRATIVE EXPENDITURE (Attachment B)**

Total administrative expenditures for FY25 is projected at \$3.5M, an increase of \$0.1M or 3.6% from the FY24 Revised Budget. The expenditure is comprised of the components discussed below:

### **STAFF SUPPORT (Attachment B, line 1)**

Staff Support includes wages and benefits for District staff that administers the TA as well as funding of the Retiree Medical and CalPERS liabilities. The FY25 Adopted Budget is \$2.0M, an increase of \$0.3M or 18.1% from the FY24 Revised Budget, due to Retiree Medical and CalPERS increases based on the June 2023 CalPERS and Other Post-Employment Benefit (OPEB) actuarial valuation. The FY25 Adopted Budget assumes no universal wages and benefits increases as the District's current collective bargaining agreements expire in June and September 2024. \$1.2M of the FY25 Staff Support line item is funded by 1.0% of the Measure A Sales Tax Allocation, with the remainder funded by Measure A interest income.

### **PROFESSIONAL SERVICES (Attachment B, line 2)**

The FY25 Adopted Budget for this line is \$0.6M. This line item is comprised of \$0.2M in legal services, \$0.2M in legislative advocacy services, and \$0.2M in consultants, annual audit services, and other contracted services. There is an increase of \$44,903 or 7.9% compared to the FY24 Revised Budget. This increase is due to the hourly rate increase in legal services and anticipated cost increases under the new legislative advocacy contract. FY25 Professional Services are funded by Measure A interest income.

### **INSURANCE PREMIUMS (Attachment B, line 3)**

The FY25 Adopted Budget for this line is \$0.3M to cover general liability and public officials' liability coverages for the TA. The FY25 Adopted Budget is lower than the FY24 Revised Budget by \$0.1M or 27.4% due to a re-baselining of the insurance budget to align with spending trends. FY25 Insurance Premiums are funded by Measure A interest income.

### **BANK AND INVESTMENT FEES (Attachment B, line 4)**

The FY25 Adopted Budget for this line is \$0.1M. This line item is comprised of bank and investment fees. There is a \$0.1M or 40.7% decrease in the FY25 Adopted Budget as TA/SMCEL-JPA bond-related expenses are now covered under SMCEL-JPA Bond Related Debt Fees in line 36 of Attachment A. FY25 Bank and Investment Fees are funded by Measure A and W interest incomes.

### **OTHER (Attachment B, line 5)**

Other Expenses are budgeted at \$0.4M for FY25. This line is comprised of Board of Directors compensation, dues and subscriptions, seminars and training, business travel, office supplies, printing and information services, software maintenance and licensing, administrative overhead, and other miscellaneous employee-related costs. There's a slight decrease in the FY25 Adopted Budget compared to the FY24 Revised Budget. FY25 Other Expenses are funded by Measure A interest income.

## **ORIGINAL MEASURE A ALLOCATION AND AUTHORIZATION (Attachment C)**

Attachment C reflects the Original Measure A combined sales tax and interest earnings up to June 2023, along with the projected adjusted interest earnings for FY24 and proposed interest projections for FY25. The attachment shows the combined funds available for distribution by the TA to project sponsors in accordance with the Original Measure A Transportation Expenditure Plan and as determined by the TA Board. Original Measure A ceased to collect sales tax in 2008 (“sunset”) and program categories have been closed out as available funding has been fully programmed. The only two remaining categories with active projects and available interest earnings to be programmed are the Caltrain and Highway programs. All interest revenues and adjustments are distributed to those two categories until the Original Measure A is closed out with all projects being completed.

Original Measure A Programming and Adjustments by Category for July 2023 to December 2023 consist of:

- Caltrain
  - No programming or adjustments.
- Highway
  - \$6.8M in funds made available for programming from closed projects/phases.
  - \$7.5M reclassification adjustment for previous TA oversight allocations covered by interest earnings.
  - \$0.9M programmed based on the 2023 Highway Program Call for Projects (Reso. No. 2023-26). Following the Call for Projects, \$5.4M was fund-swapped to Measure W for the US 101/SR 92 Area Improvements Project.

## **NEW MEASURE A ALLOCATION AND AUTHORIZATION (Attachment D)**

Attachment D reflects the New Measure A sales tax earnings up to June 2023 along with the projected adjusted earnings for FY24 and proposed sales tax projections for FY25. The attachment shows the funds available for distribution by the TA to project sponsors in accordance with the 2004 New Measure A Expenditure Plan and as determined by the TA Board. Pass-Through Annual Program Allocations for Local Streets/Transportation, Paratransit, and the SFO BART Extension are directly administered to the applicable agencies. New Measure A dedicates 1% for TA Administrative costs. Competitive and discretionary programs managed by the TA through Board approval or competitive project selection include Alternative Congestion Relief, Grade Separations, Streets and Highways, Pedestrian and Bicycle, Caltrain, Dumbarton, Ferry, and Local Shuttle Service.

New Measure A Programming and Adjustments by Competitive and Discretionary Category for July 2023 to December 2023 include:

- Alternative Congestion Relief
  - \$3,000 programmed to the TA Strategic Plan Update (Reso. No. 2023-25)
- Grade Separations
  - \$2.3M programmed to Broadway Grade Separation (Reso. No. 2023-24)
  - \$48,000 programmed to the TA Strategic Plan Update (Reso. No. 2023-25)
- Streets and Highways

- \$33.0M in funds made available for programming from closed projects/phases.
- \$112.2M programmed for 2023 Highway Program Call for Projects (Reso. No. 2023-26). Following the Call for Projects, \$0.3M was fund swapped to Measure W for the US 101/SR 92 Area Improvements Project.
- \$87,000 programmed to the TA Strategic Plan Update (Reso. No. 2023-25)
- Pedestrian and Bicycle
  - \$4.0M in funds made available for programming from closed projects/phases
  - \$1.0M in funds made available for programming from closed project (Reso. No. 2023-18)
  - \$9,000 programmed to the TA Strategic Plan Update (Reso. No. 2023-25)
- Caltrain
  - \$5.0M programmed for Caltrain FY24 Capital Budget (Reso. No. 2023-19)
  - \$51,000 programmed to the TA Strategic Plan Update (Reso. No. 2023-25)
- Dumbarton
  - \$6,000 programmed to the TA Strategic Plan Update (Reso. No. 2023-25)
- Ferry
  - \$6,000 programmed to the TA Strategic Plan Update (Reso. No. 2023-25)
- Local Shuttle Service
  - \$13,000 programmed to the TA Strategic Plan Update (Reso. No. 2023-25)

#### **MEASURE W ALLOCATION AND AUTHORIZATION (Attachment E)**

Attachment E reflects the Measure W sales tax earnings up to June 2023 along with the project adjusted earnings for FY24 and proposed sales tax projections for FY25. The attachment shows the funds available for distribution by the TA to project sponsors in accordance with the 2018 Measure W CRP and as determined by the TA Board. Pass-Through Annual Program Allocations for Local Streets/Transportation are directly administered to the applicable agencies. Competitive and discretionary programs managed by the TA through Board approval or competitive project selection include Bicycle and Pedestrian Improvements, Countywide Highway Congestion Improvements, Grade Separations, and Regional Transit Connections.

Measure W Programming and Adjustments by Competitive and Discretionary Category for July 2023 to December 2023 consist of:

- Bicycle and Pedestrian
  - \$4.0M in funds made available for programming from closed projects (Reso. No. 2023-18)
  - \$16,000 programmed to the TA Strategic Plan Update (Reso. No. 2023-25)
- Highway
  - \$3.9M in funds made available for programming from closed projects/phases.

- \$22.9M programmed for 2023 Highway Program Call for Projects (Reso. No. 2023-26). Following the Call for Projects, \$5.4M from Original Measure A and \$0.3M from New Measure A was fund-swapped to Measure W for the US 101/SR 92 Area Improvements Project.
- \$68,000 programmed to the TA Strategic Plan Update (Reso. No. 2023-25)
- Transportation Demand Management
  - \$3,000 programmed to the TA Strategic Plan Update (Reso. No. 2023-25)
- Grade Separations
  - \$8,000 programmed to the TA Strategic Plan Update (Reso. No. 2023-25)
- Regional Transit Connections
  - \$32,000 programmed to the TA Strategic Plan Update (Reso. No. 2023-25)

## Long-Term Debt

### **Capital and Debt Issuance**

In September 2020, the TA issued \$50,000,000 2020 Series A Bonds and an additional \$50,000,000 Series B Bonds (together the “Bonds”). The Bonds are variable rate bonds with Series A Bonds issued with a weekly rate reset and the Series B Bonds issued with a daily rate reset. Interest is due and payable on the Bonds every June 1 and December 1 with interest to be calculated on a 365/366-day basis. Bond proceeds were used to make a Project Loan to the SMCEL-JPA for the construction of express lanes on U.S. 101 in San Mateo County. The Project Loan will be repaid to the TA from revenues generated by the Express Lanes. Mandatory redemption in the form of a Mandatory Sinking Fund is designated to make principal payments beginning June 1, 2027, for both Bond Series.

The 2020 TA Subordinate Sales Tax Revenue Variable Rate Demand Bonds are limited obligations of the TA and are payable from a lien on revenue of (i) the Measure A sales tax revenues pursuant to the Bay Area County Traffic and Transportation Funding Act and (ii) the Measure W sales tax revenues pursuant to the San Mateo County Transit District Act.

### **Composition and Changes**

The TA generally incurs long-term debt to finance projects or purchase assets, which will have useful lives equal to or greater than the related debt. The TA’s debt issues and transactions are summarized below and discussed in detail thereafter.

Long-term debt activity for the year ended June 30, 2023 is as follows (in thousands):

(in thousands)	Balance at		Additions	Retirements	Balance June 30, 2023	Current Portion	
	July 1, 2022						
Subscription liability 2020 Sales Tax	\$ 184	\$ -	\$ (122)	\$ 62	\$ 62		
Variable Rate Debt	100,000	-	-	100,000			
<b>Total long-term debt</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>		

## Debt Service Requirements to Maturity

Debt Service requirements as of June 30, 2023 are as follows (in thousands):

Year Ending June 30: (in thousands)	Principal	Interest	Total
2024	\$ -	\$ 2,665	\$ 2,665
2025	-	2,665	2,665
2026	-	2,665	2,665
2027	5,000	2,654	7,654
2028	-	2,532	2,532
2029-2033	30,000	11,393	41,393
2034-2038	18,150	7,672	25,822
2039-2043	20,040	5,151	25,191
2044-2048	22,120	2,368	24,488
2049	<u>4,690</u>	<u>114</u>	<u>4,804</u>
<b>Total</b>	<b>\$ 100,000</b>	<b>\$ 39,879</b>	<b>\$ 139,879</b>

\*FY24 audited actuals are not yet available at the time of the preparation of this budget book

## Five-Year Consolidated Financial Schedules

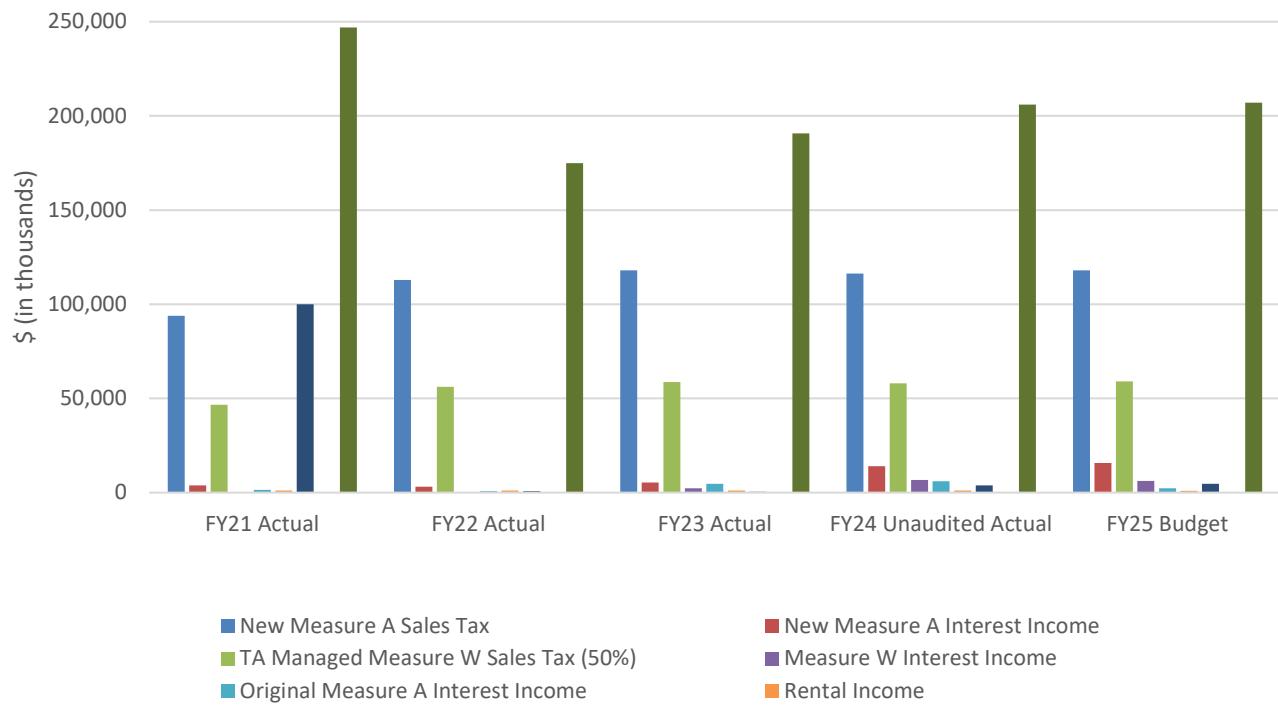
### San Mateo County Transportation Authority FY21 through FY25

Sources (in thousand)	FY24				
	FY21 Actual	FY22 Actual	FY23 Actual	Unaudited Actual	FY25 Budget
New Measure A Sales Tax	93,832	112,900	117,920	116,213	118,000
New Measure A Interest Income	3,817	3,113	5,393	14,004	15,795
TA Managed Measure W Sales Tax (50%)	46,620	56,124	58,706	58,036	59,000
Measure W Interest Income	79	141	2,337	6,666	6,205
Original Measure A Interest Income	1,477	751	4,690	6,084	2,322
Rental Income	1,029	1,140	1,189	1,150	951
US 101 Express Lanes <sup>1</sup>	100,000	732	400	3,890	4,744
Other	19	2	-	-	-
<b>Total Sources</b>	<b>\$246,873</b>	<b>\$174,903</b>	<b>\$190,635</b>	<b>\$206,043</b>	<b>\$207,017</b>
Expenditure (in thousand)	FY24				
	FY21 Actual	FY22 Actual	FY23 Actual	Unaudited Actual	FY25 Budget
New Measure A (Sales Tax)	73,212	51,632	56,291	56,079	118,000
Pass-Through Annual Program Allocations	34,249	32,177	33,580	33,121	33,630
Competitive & Discretionary Programs Authorization	38,025	18,711	21,732	21,796	83,190
Administrative	938	744	980	1,162	1,180
New Measure A (Interest Income)	2,059	3,439	2,487	3,801	5,291
Oversight	895	1,827	1,537	1,815	2,500
Administrative	1,164	1,612	951	1,985	2,291
C/CAG Support	-	-	-	-	500
Measure W (TA Managed Sales Tax)	9,640	12,930	14,571	16,453	59,000
Pass-Through Annual Program Allocations	9,324	11,225	11,741	12,421	11,800
Competitive & Discretionary Programs Authorization	208	1,221	2,794	4,031	47,200
Administrative	108	49	3	-	-
Oversight	-	436	31	-	-
Measure W (Interest Income)	-	-	-	6	253
Oversight	-	-	-	-	250
Administrative	-	-	-	6	3
Original Measure A (Interest Income)	23,364	19,205	1,500	-	2,322
Competitive & Discretionary Programs Authorization	23,364	19,205	1,500	-	2,322
US 101 Express Lanes <sup>2</sup>	65,518	20,385	3,338	1,102	4,170
SMCEL-JPA Bond Interest	259	289	1,710	1,035	3,500
SMCEL-JPA Bond Related Debt Fees	862	377	477	67	670
Other (Equity Program/Other Contract)	64,396	19,720	1,151	-	-
<b>Total Expenditures</b>	<b>\$173,793</b>	<b>\$107,591</b>	<b>\$78,187</b>	<b>\$77,441</b>	<b>\$189,036</b>
<b>Excess / (Deficit)</b>	<b>\$73,080</b>	<b>\$67,312</b>	<b>\$112,448</b>	<b>\$128,602</b>	<b>\$17,981</b>
Beginning Fund Balance	406,428	611,608	648,810	761,800	890,402
Excess / (Deficit)	73,080	67,312	112,448	128,602	17,981
Adjustment <sup>3</sup>	95,643	(30,110)	542	-	-
<b>Total Ending Fund Balance</b>	<b>\$575,151</b>	<b>\$648,810</b>	<b>\$761,800</b>	<b>\$890,402</b>	<b>\$908,383</b>

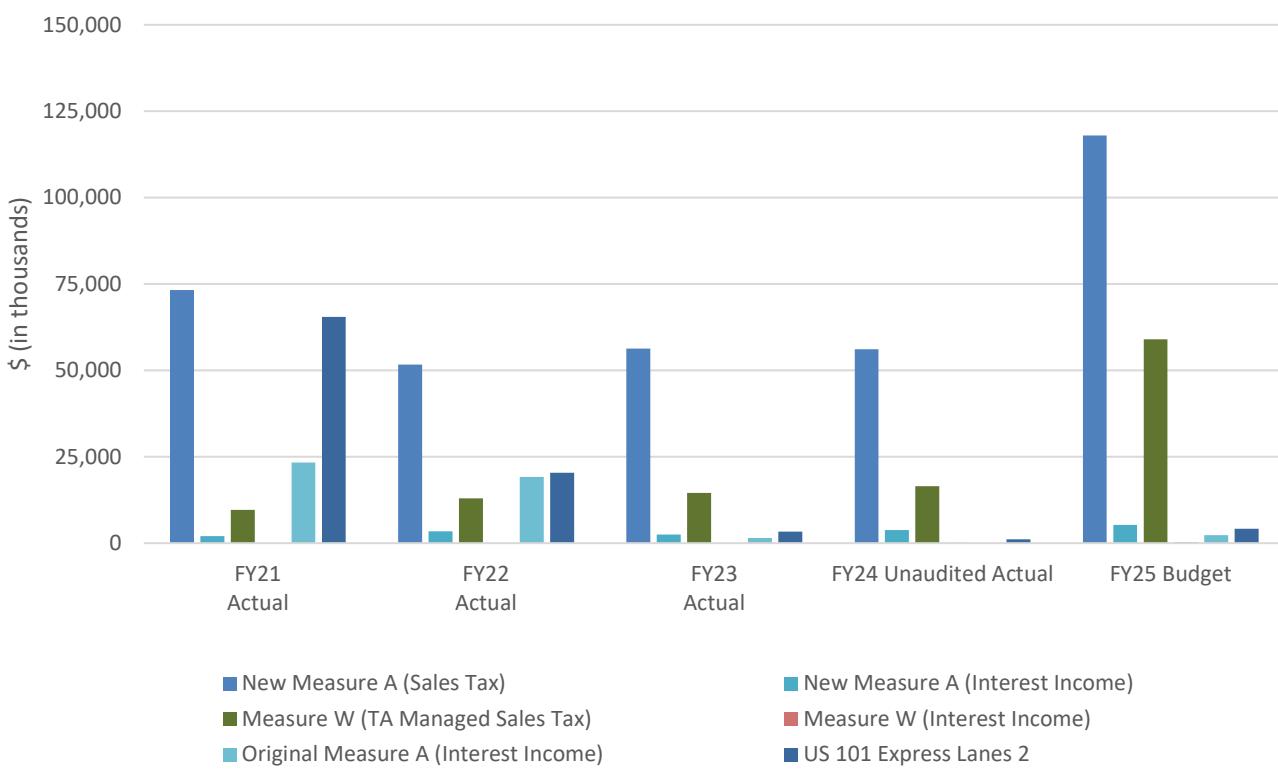
#### Note:

1. FY21 US 101 Express Lanes actual included the issuance of the \$100M Sales Tax Revenue Bond
2. FY21-FY23 US 101 Express Lanes actuals included the spending from the \$100M Sales Tax Revenue Bond
3. Adjustments include capital gains or losses, reimbursements for external project funds, expenses, and similar items

## Sources



## Expenditures



## Long-range Financial Plans

The TA long-range financial projection is based on historical trends and projected for the next two fiscal years.

Projections are assumed the following:

### Sources

- Measure A sales tax projected at 2% increase in FY26 and 2.5% increase in FY27
- Measure W sales tax is 50% of the Measure A sales tax
- Interest Income is projected at 5% decrease annually as interest rates calming down
- Rental income is projected at 3% annual increase due to CPI
- Due from SMCEL-JPA will remain flat in FY26 and FY27

### Uses

- Measure A Annual Allocation and Categories are based on TEP of the sales tax projection
- Measure W Annual Allocation and Categories are based on CRP of the sales tax projection
- Measure A and W Oversight will remain flat in FY26 and FY27
- SMCEL-JPA Bond Interest and related fees will remain flat in FY26 and FY27
- Administrative Support projected at 3% increase annually

Sources (in millions)	FY25		
	Adopted Budget	FY26 Projection	FY27 Projection
Measure A Sales Tax	118.00	120.36	123.37
New Measure A Interest Income	15.80	15.01	14.26
TA Managed Measure W Sales Tax	59.00	60.18	61.68
Measure W Interest Income	6.20	5.89	5.60
Original Measure A Interest Income	2.32	2.21	2.10
Rental Income	0.95	0.98	1.01
US 101 Express Lanes	4.74	4.74	4.74
<b>Total</b>	<b>\$ 207.01</b>	<b>\$ 209.37</b>	<b>\$ 212.76</b>

Expenditure (in millions)	FY25 Adopted Budget	FY26 Projection	FY27 Projection
<b>New Measure A (Sales Tax)</b>	<b>118.00</b>	<b>120.36</b>	<b>123.37</b>
Pass-Through Annual Program Allocations	33.63	34.30	35.16
Competitive & Discretionary Programs	83.19	84.85	86.98
Administrative	1.18	1.20	1.23
<b>New Measure A (Interest Income)</b>	<b>5.29</b>	<b>5.37</b>	<b>5.45</b>
Oversight	2.50	2.50	2.50
Administrative	2.29	2.37	2.45
C/CAG Support	0.50	0.50	0.50
<b>Measure W (TA Managed Sales Tax)</b>	<b>59.00</b>	<b>60.18</b>	<b>61.68</b>
Pass-Through Annual Program Allocations	11.80	12.04	12.34
Competitive & Discretionary Programs	47.20	48.14	49.35
<b>Measure W (Interest Income)</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>
Oversight	0.25	0.25	0.25
Administrative	-	-	-
<b>Original Measure A (Interest Income)</b>	<b>2.32</b>	<b>2.21</b>	<b>2.10</b>
Competitive & Discretionary Programs	2.32	2.21	2.10
<b>US 101 Express Lanes</b>	<b>4.17</b>	<b>4.17</b>	<b>4.17</b>
<b>Total</b>	<b>\$ 189.03</b>	<b>\$ 192.54</b>	<b>\$ 197.02</b>
<b>Surplus/Deficit</b>	<b>\$ 17.98</b>	<b>\$ 16.83</b>	<b>\$ 15.74</b>

## SECTION 5 - DIVISIONS AND COST CENTER BUDGETS

### San Mateo County Transportation Authority FY25 Full-Time Equivalents (FTEs) Personnel Summary by Division

Division	FY23	FY24	FY25
Bus	0.10	-	-
Communications	4.07	3.50	3.46
Executive	0.45	0.45	0.45
Finance	2.97	3.02	2.77
Innovation and Technology	0.90	-	-
People &Culture Group	0.18	0.10	-
Planning and Development	4.64	2.68	1.59
Rail	0.11	-	-
Transportation Authority Administration	6.30	8.17	11.06
<b>Total</b>	<b>19.72</b>	<b>17.92</b>	<b>19.33</b>

## People and Culture Group Division

The People & Culture Group Division is responsible for human resources, managing contract opportunities for civil rights and employee relations.

### **OVERALL FUNCTION:**

- Human Resources is responsible for all aspects of benefits, recruitment, employee services, and miscellaneous employee programs.
- The Office of Civil Rights is responsible for managing all aspects of Labor Compliance, Equal Employment Opportunity (EEO), Disadvantaged Business Enterprise (DBE), and Title VI as set forth in the 49 Code of the Federal Regulations. In addition, this cost center is responsible for administering Diversity, Equity, and Inclusion programming including the Employee Resource Group Program.

Objective	Performance Measurement	FY23 Actual	FY24 Target	FY25 Target
<b>Strengthen recruitment process and employee retention</b>	Conduct compensation study	35%	80%	100%
	Develop and implement new probationary system for administrative staff	35%	100%	n/a



## PEOPLE AND CULTURE GROUP DIVISION – FULL TIME EQUIVALENTS (FTEs)

Position	FY23	FY24	FY25
Civil Rights Administration	0.05	-	-
Civil Rights Analyst	0.05	-	-
DBE Administrator	0.08	-	-
Internal Community and Employee Engagement Administrator	-	0.10	-
<b>Total</b>	<b>0.18</b>	<b>0.10</b>	<b>0.00</b>

## FY25 People & Culture Group Division Adopted Budget

Account	Descriptions	FY23 Actuals	FY24 Revised Budget	FY25 Adopted Budget	\$ Change	% Change
511110	Regular Wages	-	9,905	-	(9,905)	-100.0%
512000	Fringe Benefits	-	5,696	-	(5,696)	-100.0%
521040	Recruitment	-	9,104	-	(9,104)	-100.0%
<b>Grand Total</b>		<b>-</b>	<b>24,705</b>	<b>-</b>	<b>(24,705)</b>	<b>-100.0%</b>

## HUMAN RESOURCES - COST CENTER 060100

This Department is responsible for all aspects of benefits, recruitment, employee services, and miscellaneous employee programs.

## FY25 Adopted Budget (060100)

Account	Descriptions	FY23 Actuals	FY24 Revised Budget	FY25 Adopted Budget	\$ Change	% Change
511110	Regular Wages	-	9,905	-	(9,905)	-100.0%
512000	Fringe Benefits	-	5,696	-	(5,696)	-100.0%
521040	Recruitment	-	9,104	-	(9,104)	-100.0%
<b>Grand Total</b>		<b>-</b>	<b>24,705</b>	<b>-</b>	<b>(24,705)</b>	<b>-100.0%</b>

## **CIVIL RIGHTS - COST CENTER 060500**

This cost center is responsible for managing all aspects of Labor Compliance, EEO, DBE, and Title VI as set forth in the 49 Code of the Federal Regulations. In addition, this cost center is responsible for administering Diversity, Equity, and Inclusion programming including the Employee Resource Group Program.

### **CIVIL RIGHTS – FULL TIME EQUIVALENTS (FTEs)**

<b>Position</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>
Civil Rights Administration	0.05	-	-
Civil Rights Analyst	0.05	-	-
DBE Administrator	0.08	-	-
<b>Total</b>	<b>0.18</b>	<b>0.10</b>	<b>0.00</b>

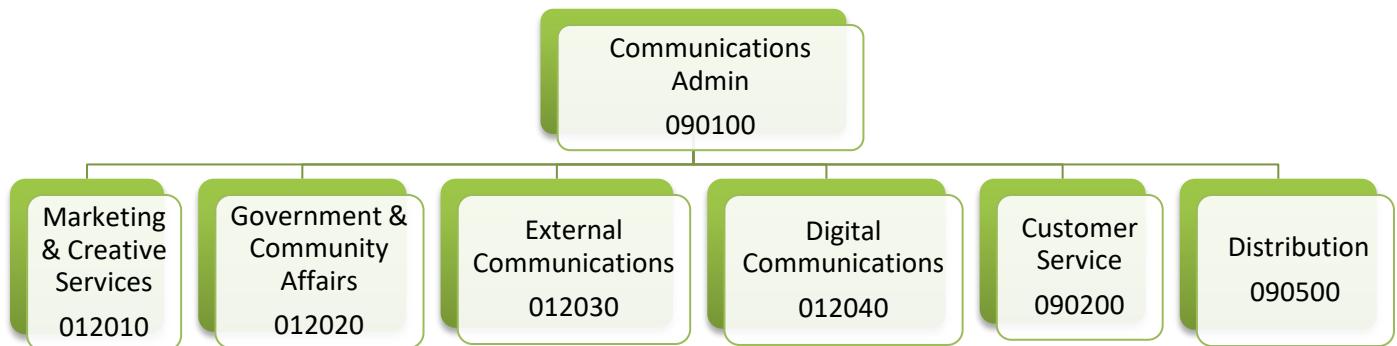
## Communications Division

The Communications division is responsible for public information, government relations, community outreach, customer service, distribution, and market research and marketing functions.

### **OVERALL FUNCTION:**

- Marketing and Creative Services is responsible for the development and implementation of comprehensive marketing strategies and the implementation of market research efforts to inform strategic planning.
- Government and Community Affairs oversees communication efforts to federal, state, regional and local elected officials as well as the public outreach efforts to communities that are interested or impacted by the agency's projects and plans.
- External Communications is responsible for press releases, press conferences, internal communications, special events, crisis communication, writing content for numerous sources and acting as spokespeople for the agency.
- Digital Communications manages agency social media, websites and customer-facing information and data flow. This includes copywriting for web and materials, creating content for social media channels like Facebook and TikTok and managing the online editorial needs of the agency.
- Customer Service is front line employees who handle incoming calls through the 800#, ticket sales, social media inquiries and outreach events.
- Distribution Services manages postage, printing, and delivery of items, delivers items to all three counties for community centers, schools, bases, and prepares physical assets at stations and event locations.

Objective	Performance Measurement	FY23 Actual	FY24 Target	FY25 Target
Conduct public meetings; broad outreach campaigns	Conduct public meetings; broad outreach campaigns	n/a	80%	100%
Use and track meaningful data to inform and evaluate our communication decisions	Customer survey datapoints (Customer Experience); Return on investment (Marketing); evaluation metrics (Digital Comms); Earned media metrics (Media Relations)	n/a	80%	100%



### COMMUNICATION DIVISION – FULL TIME EQUIVALENTS (FTEs)

Position	FY23	FY24	FY25
Contract Administrator	0.05	-	-
Deputy Chief, Communications	0.15	-	-
Designer	0.03	0.05	0.05
Digital Communications Specialist	-	0.25	0.23
Director, Government and Community Affairs	0.26	0.30	0.30
Director, Marketing and Market Research	0.05	0.05	0.05
Distribution Clerk	0.20	-	-
Government and Community Affairs Officers	0.05	0.95	0.95
Government and Community Relations Coordinator	0.49	-	-
Graphic Specialist	0.05	0.20	0.20
Internal Communications Specialist	0.10	-	-
Internal Communications and Employee Engagement Administrator	-	-	0.10
Manager, Communications	0.10	0.15	0.15
Manager, Creative Services	0.45	0.05	0.05
Manager, Customer Service	-	0.05	0.05
Manager, Digital Communications	0.05	0.10	0.10
Manager, Government and Community Affairs	0.53	0.45	0.34
Manager, Market Research & Development	0.05	-	-
Manager, Marketing Outreach	0.03	-	-
Market Research & Development Analyst	0.05	0.10	-
Market Research Specialist	0.05	-	-
Marketing Promotions Specialist	0.05	0.05	0.05
Marketing Specialist	-	-	0.10
Multi-Media Specialist	0.05	-	-
Project Coordinator	-	0.15	0.15
Public Affairs Specialist	0.99	0.10	0.10
Public Information Officer	-	0.20	0.20
Social Media Specialist	0.10	-	-
Web Developer	0.15	0.15	-
Web Developer II	-	-	0.15
Web Developer III	-	0.15	0.15
<b>Total</b>	<b>4.07</b>	<b>3.50</b>	<b>3.46</b>

## FY25 Communications Division Adopted Budget

Account	Descriptions	FY23 Actuals	FY24 Revised Budget	FY25 Adopted Budget	\$ Change	% Change
511110	Regular Wages	202,086	358,918	366,511	7,593	2.1%
511140	Regular Wages-Annuitant/Others	2,494			-	-
511199	Regular Wage Accrual	4,300			-	-
511210	Over Time Wages	379			-	-
512000	Fringe Benefits	120,369	206,391	211,414	5,023	2.4%
512099	Fringe Benefits Accrual	2,897			-	-
513000	Temporary Staff		18,873		(18,873)	-100.0%
521010	Dues and Subscriptions	13,638	25,700	25,000	(700)	-2.7%
522010	Seminar and Training	220	12,000	15,000	3,000	25.0%
522030	Business Travel	4,647	2,000	2,000	-	0.0%
523010	Office Supplies		500	500	-	0.0%
523020	Postage	712	2,000	2,500	500	25.0%
523021	Postage Overnight		500		(500)	-100.0%
523050	Printing and Information Svcs	157	8,658		(8,658)	-100.0%
525030	Legislative Advocate	124,200	134,000	174,000	40,000	29.9%
525090	Other Contract Services		50,000	60,000	10,000	20.0%
<b>Grand Total</b>		<b>476,100</b>	<b>819,540</b>	<b>856,925</b>	<b>37,385</b>	<b>4.6%</b>

### COMMUNICATIONS ADMINISTRATION - COST CENTER 090100

This cost center oversees division personnel, budget, goals and strategies that support the agency's mission.

### **COMMUNICATIONS ADMINISTRATION – FULL TIME EQUIVALENTS (FTEs)**

Position	FY23	FY24	FY25
Deputy Chief, Communications	0.15	-	-
Project Coordinator	-	0.15	0.15
<b>Total</b>	<b>0.15</b>	<b>0.15</b>	<b>0.15</b>

### FY25 Adopted Budget (090100)

Account	Descriptions	FY23 Actuals	FY24 Revised Budget	FY25 Adopted Budget	\$ Change	% Change
511110	Regular Wages	-	14,857	14,857	-	0.0%
512000	Fringe Benefits	-	8,543	8,570	27	0.3%
521010	Dues and Subscriptions	-	700	-	(700)	-100.0%
<b>Grand Total</b>		<b>-</b>	<b>24,100</b>	<b>23,427</b>	<b>(673)</b>	<b>-2.8%</b>

## **MARKETING & CREATIVE SERVICES - COST CENTER 012010**

Responsible for the development and implementation of comprehensive marketing strategies and the implementation of market research efforts to inform strategic planning.

### **Marketing & Creative Services – FULL TIME EQUIVALENTS (FTEs)**

<b>Position</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>
Contract Administrator	0.05	-	-
Designer	0.03	0.05	0.05
Director, Marketing and Market Research	0.05	0.05	0.05
Graphic Specialist	0.05	0.20	0.20
Manager, Creative Services	0.45	0.05	0.05
Manager, Market Research & Development	0.05	-	-
Manager, Marketing Outreach	0.03	-	-
Market Research & Development Analyst	0.05	0.10	-
Marketing Promotions Specialist	0.05	0.05	0.05
Marketing Specialist	-	-	0.10
<b>Total</b>	<b>0.80</b>	<b>0.50</b>	<b>0.50</b>

### **FY25 Adopted Budget (012010)**

<b>Account</b>	<b>Descriptions</b>	<b>FY23 Actuals</b>	<b>FY24 Revised Budget</b>	<b>FY25 Adopted Budget</b>	<b>\$ Change</b>	<b>% Change</b>
511110	Regular Wages	1,872	41,421	41,421	-	0.0%
511140	Regular Wages-Annuitant/Others	2,494	-	-	-	-
511199	Regular Wage Accrual	1,677	-	-	-	-
512000	Fringe Benefits	1,149	23,821	23,894	73	0.3%
512099	Fringe Benefits Accrual	-	-	-	-	-
<b>Grand Total</b>		<b>7,192</b>	<b>65,242</b>	<b>65,315</b>	<b>73</b>	<b>0.1%</b>

## **GOVERNMENT AND COMMUNITY AFFAIRS - COST CENTER 012020**

Government and Community Affairs oversees communication efforts to federal, state, regional and local elected officials as well as the public outreach efforts to communities that are interested or impacted by the Agency's projects and plans.

### **Government and Community Affairs - FULL TIME EQUIVALENTS (FTEs)**

<b>Position</b>	<b>FY23</b>	<b>FY23</b>	<b>FY25</b>
Director, Government and Community Affairs	0.26	0.30	0.30
Government and Community Affairs Officers	0.05	0.95	0.95
Government and Community Relations Coordinator	0.49	-	
Manager, Government and Community Affairs	0.53	0.45	0.34
Public Affairs Specialist	0.69	-	
<b>Total</b>	<b>2.02</b>	<b>1.70</b>	<b>1.59</b>

### **FY25 Adopted Budget (012020)**

<b>Account</b>	<b>Descriptions</b>	<b>FY23 Actuals</b>	<b>FY24 Revised Budget</b>	<b>FY25 Adopted Budget</b>	<b>\$ Change</b>	<b>% Change</b>
511110	Regular Wages	153,372	195,618	195,039	(579)	-0.3%
511199	Regular Wage Accrual	1,838	-	-	-	-
512000	Fringe Benefits	91,242	112,486	112,502	16	0.0%
512099	Fringe Benefits Accrual	2,113	-	-	-	-
513000	Temporary Staff	-	18,873	-	(18,873)	-100.0%
521010	Dues and Subscriptions	13,638	25,000	25,000	-	0.0%
522010	Seminar and Training	220	12,000	15,000	3,000	25.0%
522030	Business Travel	4,647	1,000	1,000	-	0.0%
523050	Printing and Information Svcs	157	3,658	-	(3,658)	-100.0%
525030	Legislative Advocate	124,200	134,000	174,000	40,000	29.9%
<b>Grand Total</b>		<b>391,427</b>	<b>502,635</b>	<b>522,541</b>	<b>19,906</b>	<b>4.0%</b>

## **EXTERNAL COMMUNICATIONS - COST CENTER 012030**

Communications is responsible for press releases, press conferences, internal communications, special events, crisis communication, writing content for numerous sources and acting as spokespeople for the agency.

### **External Communications - FULL TIME EQUIVALENTS (FTEs)**

<b>Position</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>
Internal Communications Specialist	0.10	-	-
Internal Communications and Employee Engagement Administrator	-	-	0.10
Manager, Communications	0.10	0.15	0.15
Public Affairs Specialist	0.20	0.10	0.10
Public Information Officer	-	0.20	0.20
<b>Total</b>	<b>0.40</b>	<b>0.45</b>	<b>0.55</b>

### **FY25 Adopted Budget (012030)**

<b>Account</b>	<b>Descriptions</b>	<b>FY23 Actuals</b>	<b>FY24 Revised Budget</b>	<b>FY25 Adopted Budget</b>	<b>\$ Change</b>	<b>% Change</b>
511110	Regular Wages	44,309	46,404	56,309	9,905	21.3%
511199	Regular Wage Accrual	630	-	-	-	-
512000	Fringe Benefits	26,461	26,684	32,481	5,797	21.7%
512099	Fringe Benefits Accrual	636	-	-	-	-
522030	Business Travel	-	1,000	1,000	-	0.0%
523010	Office Supplies	-	500	500	-	0.0%
523050	Printing and Information Svcs	-	5,000	-	(5,000)	-100.0%
525090	Other Contract Services	-	50,000	50,000	-	0.0%
<b>Grand Total</b>		<b>72,037</b>	<b>129,588</b>	<b>140,290</b>	<b>10,702</b>	<b>8.3%</b>

## **DIGITAL COMMUNICATIONS - COST CENTER 012040**

Digital Communications manages agency social media, websites and customer-facing information and data flow. This includes copywriting for web and materials, creating content for social media channels like Twitter and TikTok and managing the online editorial needs of the agency.

### **Digital Communications – FULL TIME EQUIVALENTS (FTEs)**

<b>Position</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>
Digital Communications Specialist	-	0.25	0.23
Manager, Digital Communications	0.05	0.10	0.10
Multi-Media Specialist	0.05	-	-
Social Media Specialist	0.10	-	-
Web Developer	0.15	0.15	0.15
Web Developer II	-	-	0.15
Web Developer III	-	0.15	0.15
<b>Total</b>	<b>0.40</b>	<b>0.65</b>	<b>0.63</b>

### **FY25 Adopted Budget (012040)**

<b>Account</b>	<b>Descriptions</b>	<b>FY23 Actuals</b>	<b>FY24 Revised Budget</b>	<b>FY25 Adopted Budget</b>	<b>\$ Change</b>	<b>% Change</b>
511110	Regular Wages	1,699	54,557	52,824	(1,733)	-3.2%
511199	Regular Wage Accrual	402	-	-	-	-
511210	Over Time Wages	379	-	-	-	-
512000	Fringe Benefits	1,054	31,371	30,471	(900)	-2.9%
512099	Fringe Benefits Accrual	253	-	-	-	-
<b>Grand Total</b>		<b>3,786</b>	<b>85,928</b>	<b>83,295</b>	<b>(2,633)</b>	<b>-3.1%</b>

## **CUSTOMER SERVICE - COST CENTER 090200**

The cost center is comprised of front- line employees who handle incoming calls through the 800#, ticket sales, social media inquiries and outreach events.

### **Customer Service – FULL TIME EQUIVALENTS (FTEs)**

<b>Position</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>
Manager, Customer Service	-	0.05	0.05
Public Affairs Specialist	0.10	-	-
<b>Total</b>	<b>0.10</b>	<b>0.05</b>	<b>0.05</b>

### **FY25 Adopted Budget (090200)**

<b>Account</b>	<b>Descriptions</b>	<b>FY23 Actuals</b>	<b>FY24 Revised Budget</b>	<b>FY25 Adopted Budget</b>	<b>\$ Change</b>	<b>% Change</b>
511110	Regular Wages	-	6,061	6,061	-	0.0%
512000	Fringe Benefits	-	3,486	3,496	10	0.3%
<b>Grand Total</b>		<b>-</b>	<b>9,547</b>	<b>9,557</b>	<b>10</b>	<b>0.1%</b>

## **DISTRIBUTION SERVICES - COST CENTER 090500**

Distribution Services manages postage, printing, and delivery of items, delivers items to all three counties for community centers, schools, bases, and prepares physical assets at event locations.

### **Distribution Services – FULL TIME EQUIVALENTS (FTEs)**

<b>Position</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>
Distribution Clerk	0.20	-	-
<b>Total</b>	<b>0.20</b>	<b>-</b>	<b>-</b>

### **FY25 Adopted Budget (090500)**

<b>Account</b>	<b>Descriptions</b>	<b>FY23 Actuals</b>	<b>FY24 Revised Budget</b>	<b>FY25 Adopted Budget</b>	<b>\$ Change</b>	<b>% Change</b>
511110	Regular Wages	833	-	-	-	-
511199	Regular Wage Accrual	(247)	-	-	-	-
512000	Fringe Benefits	463	-	-	-	-
512099	Fringe Benefits Accrual	(104)	-	-	-	-
523020	Postage	712	2,000	2,500	500	25.0%
523021	Postage Overnight	-	500	-	(500)	-100.0%
525090	Other Contract Services	-	-	10,000	10,000	100.0%
<b>Grand Total</b>		<b>1,658</b>	<b>2,500</b>	<b>12,500</b>	<b>10,000</b>	<b>400.0%</b>

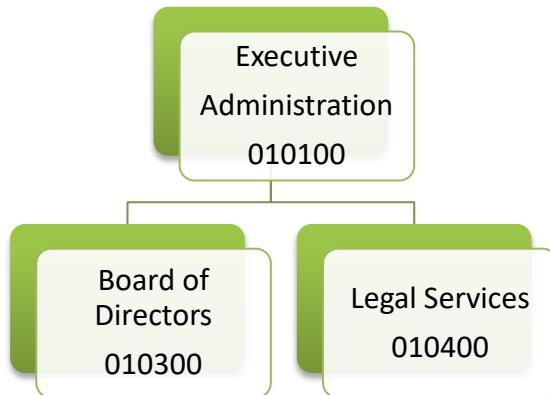
## Executive Division

The Executive Division is responsible for directing and overseeing policy and decision-making activities and being a channel of communication between the Board of Directors (BOD), staff, the general public, and local, state and federal governments.

### **OVERALL FUNCTION:**

- Agenda setting for all Board of Director and committee meetings
- Support record retention of Board proceedings and Statements of Economic Interests under the Conflict of Interest Code
- Oversee legal services and policy setting
- Communicate and direct strategic focus
- Develop relationship with third parties

Objective	Performance Measurement	FY23 Actual	FY24 Target	FY25 Target
Provide efficient agenda management of staff reports	Implement OnBase agenda management system	100%	n/a	n/a



### **EXECUTIVE DIVISION – FULL TIME EQUIVALENTS (FTEs)**

Position	FY23	FY24	FY25
Assistant District Secretary	0.35	0.35	0.35
Deputy District Secretary	0.10	0.10	0.10
<b>Total</b>	<b>0.45</b>	<b>0.45</b>	<b>0.45</b>

## FY25 Executive Division Adopted Budget

Account	Descriptions	FY23 Actuals	FY24 Revised Budget	FY25 Adopted Budget	\$ Change	% Change
511110	Regular Wages	16,997	18,510	18,510	-	0.0%
511130	Regular Wage Special Program	-	-	25,000	25,000	100.0%
511140	Regular Wages-Annuitant/Others	360	6,834	6,834	-	0.0%
511199	Regular Wage Accrual	69	-	-	-	-
511210	Over Time Wages	-	350	350	-	0.0%
511500	Board of Directors Compensation	8,742	9,000	9,000	-	0.0%
512000	Fringe Benefits	10,050	11,168	11,202	34	0.3%
512099	Fringe Benefits Accrual	160	-	-	-	-
521010	Dues and Subscriptions	32	-	-	-	-
522010	Seminar and Training	-	2,500	2,500	-	0.0%
522030	Business Travel	2,995	2,310	2,310	-	0.0%
523010	Office Supplies	-	-	1,270	1,270	100.0%
523090	Legal Advertising	487	400	400	-	0.0%
525010	Legal Services	119,718	170,000	200,000	30,000	17.6%
525050	Consultant-Offsite		15,000	15,000	-	0.0%
530090	Miscellaneous	939	1,270	-	(1,270)	-100.0%
<b>Grand Total</b>		<b>160,549</b>	<b>237,342</b>	<b>292,376</b>	<b>55,034</b>	<b>23.2%</b>

### **EXECUTIVE ADMINISTRATION - COST CENTER 010100**

Executive Division provides overall management, leadership, and direction in the implementation of policies, goals and objectives established by the Board of Directors.

#### **Executive Administration - FULL TIME EQUIVALENTS (FTEs)**

Position	FY23	FY24	FY25
Assistant District Secretary	0.35	0.35	0.35
Deputy District Secretary	0.10	0.10	0.10
<b>Total</b>	<b>0.45</b>	<b>0.45</b>	<b>0.45</b>

### FY25 Adopted Budget (010100)

Account	Descriptions	FY23 Actuals	FY24 Revised Budget	FY25 Adopted Budget	\$ Change	% Change
511110	Regular Wages	16,997	18,510	18,510	-	0.0%
511130	Regular Wage Special Program	-	-	25,000	25,000	100.0%
511140	Regular Wages-Annuitant/Others	360	6,834	6,834	-	0.0%
511199	Regular Wage Accrual	69	-	-	-	-
511210	Over Time Wages	-	350	350	-	0.0%
512000	Fringe Benefits	10,050	11,168	11,202	34	0.3%
512099	Fringe Benefits Accrual	160	-	-	-	-
521010	Dues and Subscriptions	32	-	-	-	-
522010	Seminar and Training	-	500	500	-	0.0%
522030	Business Travel	2,995	2,310	2,310	-	0.0%
523010	Office Supplies	-	-	600	600	100.0%
523090	Legal Advertising	487	400	400	-	0.0%
525050	Consultant-Offsite	-	15,000	15,000	-	0.0%
530090	Miscellaneous	-	600	-	(600)	-100.0%
<b>Grand Total</b>		<b>31,149</b>	<b>55,672</b>	<b>80,706</b>	<b>25,034</b>	<b>45.0%</b>

### BOARD OF DIRECTORS - COST CENTER 010300

Board of Directors - stipends and board related expenses.

### FY25 Adopted Budget (010300)

Account	Descriptions	FY23 Actuals	FY24 Revised Budget	FY25 Adopted Budget	\$ Change	% Change
511500	Board of Directors Compensation	8,742	9,000	9,000	-	0.0%
522010	Seminar and Training	-	2,000	2,000	-	0.0%
523010	Office Supplies	-	-	670	670	100.0%
530090	Miscellaneous	939	670	-	(670)	-100.0%
<b>Grand Total</b>		<b>9,681</b>	<b>11,670</b>	<b>11,670</b>	<b>-</b>	<b>0.0%</b>

### EXECUTIVE-LEGAL SERVICES - COST CENTER 010400

Legal fees - general, litigation, operating projects.

### FY25 Adopted Budget (010400)

Account	Descriptions	FY23 Actuals	FY24 Revised Budget	FY25 Adopted Budget	\$ Change	% Change
525010	Legal Services	119,718	170,000	200,000	30,000	17.6%
<b>Grand Total</b>		<b>119,718</b>	<b>170,000</b>	<b>200,000</b>	<b>30,000</b>	<b>17.6%</b>

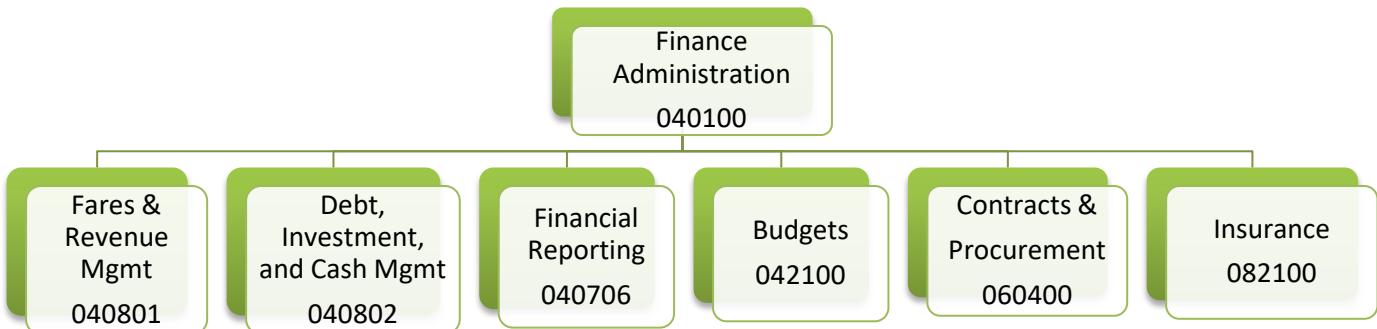
## **Finance Division**

The Finance Division is responsible for investment, cash and risk management, financial planning and analysis, capital and operational budgeting, financial accounting and reporting, payroll and vendor disbursements, and purchasing and contract administration for all four agencies.

### **OVERALL FUNCTION:**

- **Accounting and Financial Reporting** manages grants billing, general ledger, payroll, accounts payable, and contributes to the preparation of Board Monthly Financial Reports, Annual Comprehensive Financial Reports, Popular Financial Reports, National Transit Database, and State Controller's Reports. Also handles financial and non-financial audits to ensure accuracy and compliance with standards.
- **Contracts and Procurement** handles procurement of supplies, equipment, services, and public transit projects, ensuring adherence to business practices and supporting operational needs.
- **Operating Budgets and Analysis** develops and manages the annual operating budgets, provides detailed budget analysis for review by the Executive Team, Finance Committee, the CAC, and the Board; assists with budget management and monitoring, including budget-to-actual variance analysis and forecasting.
- **Treasury and Revenue Management** oversees cash management, investments, debt services, and fare revenue strategies, including the management of fare media and analysis of transaction fees; also implements fare strategies to ensure effective financial management and operational funding.
- **Insurance** manages insurance coverage, claims processing, and litigation, ensuring risk management and compliance with regulations.
- **Grants and Capital Budget** manages the application and administration of federal, state, and local grants, aligning funding with strategic priorities. Oversees the capital budget, ensuring that allocations support transit infrastructure projects and are aligned with long-term operational goals.

Objective	Performance Measurement	FY23 Actual	FY24 Target	FY25 Target
<b>Provide more transparency of agency's operations, financial information, and offering strategies for performance improvements</b>	Add Key Performance Indicators (KPIs) to Business Intelligence software to increase metrics available for reporting	3	4	n/a
	Implement new cash management software	30%	60%	100%
	Improve procurement cycle time	n/a	5% reduction	10% reduction
	Develop a Strategic Procurement Plan	0%	start	100%
<b>Modernize Financial Systems</b>	Assess Enterprise Performance Management System	100%	n/a	n/a
	Selection and procurement of Enterprise Performance Management system	n/a	100%	n/a
	Implementation of Enterprise Management system	n/a	25%	100%
<b>Provide Efficient Financial Reporting</b>	Accurate, Timely, and Accessible Reporting on Actuals/Forecast	n/a	50%	100%



## FINANCE DIVISION – FULL TIME EQUIVALENTS (FTEs)

Position	FY23	FY24	FY25
Accountant II	1.00	1.10	1.10
Accountant III	0.35	0.45	0.20
Budget Analyst III	0.80	0.35	0.35
Insurance and Claims Administrator	0.02	0.02	0.02
Manager, Budgets		0.15	0.15
Procurement Administrator I		0.15	0.15
Procurement Administrator II	0.55	0.55	0.55
Procurement Administrator III	0.25	0.25	0.25
<b>Total</b>	<b>2.97</b>	<b>3.02</b>	<b>2.77</b>

## FY25 Finance Division Adopted Budget

Account	Descriptions	FY23 Actuals	FY24 Revised Budget	FY25 Adopted Budget	\$ Change	% Change
511110	Regular Wages	130,814	143,096	167,218	24,122	16.9%
511199	Regular Wage Accrual	2,246	-	-	-	-
512000	Fringe Benefits	78,306	82,284	96,454	14,170	17.2%
512099	Fringe Benefits Accrual	1,877	-	-	-	-
512210	Retiree Medical Cost-Funded	32,000	32,000	268,000	236,000	737.5%
512240	CalPERS ER Funded Cost	138,896	124,391	454,951	330,560	265.7%
513000	Temporary Staff	-	78,248	-	(78,248)	-100.0%
521010	Dues and Subscriptions	1,614	1,772	1,772	-	0.0%
522010	Seminar and Training	549	-	-	-	-
523090	Legal Advertising	-	1,500	1,500	-	0.0%
525010	Legal Services	-	30,000	30,000	-	0.0%
525021	Annual Audit Services	35,700	40,297	37,200	(3,097)	-7.7%
525050	Consultant-Offsite	15,512	20,000	20,000	-	0.0%
525090	Other Contract Services	102,449	105,500	75,000	(30,500)	-28.9%
525175	BART Service Operating Cost	2,330,842	2,325,280	2,360,000	34,720	1.5%
527071	Insurance Broker Fees-MB	3,121		4,000	4,000	100.0%
527094	Premium - Other Insurance-Gen.	241,398	384,321	275,000	(109,321)	-28.4%
530010	Interest Expense		1,000,000	3,500,000	2,500,000	250.0%
530040	Bank Fees	8,386	98,700	-	(98,700)	-100.0%
530043	ADP Fees	981	-	-	-	-
530045	Fiscal Agent Fees	-	18,000	-	(18,000)	-100.0%
530046	Custody Fees	11,192	6,000	12,000	6,000	100.0%
530047	Debt Fees	-	520,000	640,000	120,000	23.1%
530048	Investment Fees	(91,851)	125,000	135,000	10,000	8.0%
530100	Sales Tax Alloc/Transf Out	38,273,329	37,785,800	38,350,000	564,200	1.5%
530120	Inter-Agency Overhead Expenses	112,093	247,666	112,093	(135,573)	-54.7%
530124	AIA Expense Non-Labor	135,573	-	135,573	135,573	100.0%
<b>Grand Total</b>		<b>41,565,026</b>	<b>43,169,855</b>	<b>46,675,761</b>	<b>3,505,906</b>	<b>8.1%</b>

## **FINANCE ADMINISTRATION - COST CENTER 040100**

Lead the Finance, Budget, Treasury, Contracts and Procurement, Grants, and Financial Planning & Analysis (FP&A) includes fare operations, Business-to-Business (B2B), Insurance, and Business Intelligence.

### **Finance Administration - FULL TIME EQUIVALENTS (FTEs)**

Position	FY23	FY24	FY25
Insurance and Claims Administrator	0.02	-	-
<b>Total</b>	<b>0.02</b>	<b>-</b>	<b>-</b>

### **FY25 Adopted Budget (040100)**

Account	Descriptions	FY23	FY24 Revised	FY25 Adopted	\$	%
		Actuals	Budget	Budget	Change	Change
511110	Regular Wages	2,770	-	-	-	-
511199	Regular Wage Accrual	42	-	-	-	-
512000	Fringe Benefits	1,640	-	-	-	-
512099	Fringe Benefits Accrual	41	-	-	-	-
512210	Retiree Medical Cost-Funded	32,000	32,000	268,000	236,000	737.5%
512240	CalPERS ER Funded Cost	138,896	124,391	454,951	330,560	265.7%
525050	Consultant-Offsite	-	20,000	20,000	-	0.0%
530043	ADP Fees	981	-	-	-	-
<b>Grand Total</b>		<b>176,369</b>	<b>176,391</b>	<b>742,951</b>	<b>566,560</b>	<b>321.2%</b>

## **FARES & REVENUE MANAGEMENT - COST CENTER 040801**

This Department manages costs related to fare revenue collection and other transaction fees to manage operation.

### **FY25 Adopted Budget (040801)**

Account	Descriptions	FY23	FY24 Revised	FY25 Adopted	\$	%
		Actuals	Budget	Budget	Change	Change
525175	BART Service Operating Cost	-	-	2,360,000	2,360,000	100.0%
<b>Grand Total</b>		<b>-</b>	<b>-</b>	<b>2,360,000</b>	<b>2,360,000</b>	<b>100.0%</b>

## **DEBT, INVESTMENT AND CASH MANAGEMENT - COST CENTER 040802**

Debt, Investment, and Cash Management is responsible for managing cash, investments, banking and debt services.

### **FY25 Adopted Budget (040802)**

Account	Descriptions	FY23 Actuals	FY24 Revised Budget	FY25 Adopted Budget	\$ Change	% Change
525010	Legal Services		30,000	30,000	-	0.0%
525050	Consultant-Offsite	15,512	-	-	-	-
525090	Other Contract Services	102,449	105,500	75,000	(30,500)	-28.9%
525175	BART Service Operating Cost	2,330,842	2,325,280		(2,325,280)	-100.0%
530010	Interest Expense	-	1,000,000	3,500,000	2,500,000	250.0%
530040	Bank Fees	8,386	98,700	-	(98,700)	-100.0%
530045	Fiscal Agent Fees	-	18,000	-	(18,000)	-100.0%
530046	Custody Fees	11,192	6,000	12,000	6,000	100.0%
530047	Debt Fees	-	520,000	640,000	120,000	23.1%
530048	Investment Fees	(91,851)	125,000	135,000	10,000	8.0%
530100	Sales Tax Alloc/Transf Out	38,273,329	37,785,800	38,350,000	564,200	1.5%
<b>Grand Total</b>		<b>40,649,859</b>	<b>42,014,280</b>	<b>42,742,000</b>	<b>727,720</b>	<b>1.7%</b>

## **FINANCIAL REPORTING - COST CENTER 040706**

The Financial Reporting department produces the Board Monthly Financial Reports, Annual Comprehensive Financial Reports, Popular Financial Reports, National Transit Database, and State Controller's Reports; manage financial and non-financial audits

### **Financial Reporting - FULL TIME EQUIVALENTS (FTEs)**

Position	FY23	FY24	FY25
Accountant II	1.00	1.10	1.10
Accountant III	0.35	0.45	0.20
<b>Total</b>	<b>1.35</b>	<b>1.45</b>	<b>1.20</b>

### **FY25 Adopted Budget (040706)**

Account	Descriptions	FY23 Actuals	FY24 Revised Budget	FY25 Adopted Budget	\$ Change	% Change
511110	Regular Wages	64,483	90,961	115,083	24,122	26.5%
511199	Regular Wage Accrual	460	-	-	-	-
512000	Fringe Benefits	38,617	52,303	66,381	14,078	26.9%
512099	Fringe Benefits Accrual	602	-	-	-	-
513000	Temporary Staff	-	78,248	-	(78,248)	-100.0%
521010	Dues and Subscriptions	1,109	772	772	-	0.0%
525021	Annual Audit Services	35,700	40,297	37,200	(3,097)	-7.7%
<b>Grand Total</b>		<b>140,971</b>	<b>262,581</b>	<b>219,436</b>	<b>(43,145)</b>	<b>-16.4%</b>

## **BUDGETS - COST CENTER 042100**

The Budget Department is responsible for overseeing the development and recommendation of the annual operating and capital budgets to the Executive Team and Board of Directors. In addition, the Budget Department produces Budget Books based on the adopted budgets and the District cost allocation plan for the annual ICAP rates.

### **Budgets – FULL TIME EQUIVALENTS (FTEs)**

Position	FY23	FY24	FY25
Budget Analyst III	0.80	0.35	0.35
Manager, Budgets	-	0.15	0.15
<b>Total</b>	<b>0.80</b>	<b>0.50</b>	<b>0.50</b>

### **FY25 Adopted Budget (042100)**

Account	Descriptions	FY23 Actuals	FY24 Revised Budget	FY25 Adopted Budget	\$ Change	% Change
511110	Regular Wages	63,561	35,216	35,216	-	0.0%
511199	Regular Wage Accrual	1,744	-	-	-	-
512000	Fringe Benefits	38,048	20,251	20,313	62	0.3%
512099	Fringe Benefits Accrual	1,234	-	-	-	-
521010	Dues and Subscriptions	505	1,000	1,000	-	0.0%
522010	Seminar and Training	549	-	-	-	-
<b>Grand Total</b>		<b>105,642</b>	<b>56,467</b>	<b>56,529</b>	<b>62</b>	<b>0.1%</b>

### **ICAP / OH ACCOUNTING - COST CENTER 040900**

Inter Agency Overhead expenses

### **FY25 Adopted Budget (040900)**

Account	Descriptions	FY23 Actuals	FY24 Revised Budget	FY25 Adopted Budget	\$ Change	% Change
530120	Inter-Agency Overhead Expenses	112,093	247,666	112,093	(135,573)	-54.7%
530124	AIA Expense Non-Labor	135,573	-	135,573	135,573	100.0%
<b>Grand Total</b>		<b>247,666</b>	<b>247,666</b>	<b>247,666</b>	<b>-</b>	<b>0.0%</b>

## **FINANCIAL PLANNING & ANALYSIS (FP&A) - COST CENTER 042106**

The FP&A team provides analysis and forecasts for the agency.

### **FP&A – FULL TIME EQUIVALENTS (FTEs)**

Position	FY23	FY24	FY25
Insurance and Claims Administrator	-	0.02	-
<b>Total</b>	-	<b>0.02</b>	-

### **FY25 Adopted Budget (042106)**

Account	Descriptions	FY23 Actuals	FY24 Revised Budget	FY25 Adopted Budget	\$ Change	% Change
511110	Regular Wages	-	2,067	-	(2,067)	-100.0%
512000	Fringe Benefits	-	1,189	-	(1,189)	-100.0%
<b>Grand Total</b>		-	<b>3,256</b>	-	<b>(3,256)</b>	<b>-100.0%</b>

## **INSURANCE-GENERAL - COST CENTER 082100**

This cost center encompasses all of the agency's insurance, claims, fees and expenses.

### **Insurance – FULL TIME EQUIVALENTS (FTEs)**

Position	FY23	FY24	FY25
Insurance and Claims Administrator	-	-	0.02
<b>Total</b>	-	-	<b>0.02</b>

### **FY25 Adopted Budget (082100)**

Account	Descriptions	FY23 Actuals	FY24 Revised Budget	FY25 Adopted Budget	\$ Change	% Change
511110	Regular Wages	-	-	2,067	2,067	100.0%
512000	Fringe Benefits	-	-	1,193	1,193	100.0%
527071	Insurance Broker Fees-MB	3,121	-	4,000	4,000	100.0%
527094	Premium - Other Insurance-Gen.	241,398	384,321	275,000	(109,321)	-28.4%
<b>Grand Total</b>		<b>244,519</b>	<b>384,321</b>	<b>282,260</b>	<b>(102,061)</b>	<b>-26.6%</b>

## **CONTRACTS AND PROCUREMENT - COST CENTER 060400**

Provide expertise and professional guidance in the procurement of supplies, equipment, materials, services, and public works projects in order to maintain the public trust through sound business practices.

### **Contracts and Procurement – FULL TIME EQUIVALENTS (FTEs)**

<b>Position</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>
Procurement Administrator I	-	0.15	0.15
Procurement Administrator II	0.55	0.55	0.55
Procurement Administrator III	0.25	0.25	0.25
<b>Total</b>	<b>0.80</b>	<b>0.95</b>	<b>0.95</b>

### **FY25 Adopted Budget (060400)**

<b>Account</b>	<b>Descriptions</b>	<b>FY23 Actuals</b>	<b>FY24 Revised Budget</b>	<b>FY25 Adopted Budget</b>	<b>\$ Change</b>	<b>% Change</b>
511110	Regular Wages	-	14,852	14,852	-	0.0%
512000	Fringe Benefits	-	8,541	8,567	26	0.3%
523090	Legal Advertising	-	1,500	1,500	-	0.0%
<b>Grand Total</b>		<b>-</b>	<b>24,893</b>	<b>24,919</b>	<b>26</b>	<b>0.1%</b>

## TA Allocation to Paratransit

The TA's 2004 TEP dedicates 4% of Measure A sales tax revenues to the District for the operating and capital needs of Redi-Wheels paratransit and other accessible services to eligible seniors and people with disabilities.

### **OVERALL FUNCTION:**

- Paratransit programs for the mobility-impaired riders via:
  - Redi-Wheels, which provide paratransit services using District owned vehicles with contracted operators and scheduling service, or
  - Contracted Coastside service along the coast from Pacifica to Pescadero.

### FY25 Paratransit Adopted Budget

Account	Descriptions	FY23 Actuals	FY24 Revised Budget	FY25 Adopted Budget	\$ Change	% Change
525110	Redi-Wheels Service	4,716,807	4,650,560	4,720,000	69,440	1.5%
<b>Grand Total</b>		<b>4,716,807</b>	<b>4,650,560</b>	<b>4,720,000</b>	<b>69,440</b>	<b>1.5%</b>

## **Planning and Development Division**

The Planning and Development Division is responsible for short-range and long-range SamTrans transit planning, real estate and facilities management, service delivery studies and planning,

### **OVERALL FUNCTION:**

- Provide support for projects, including environmental and right-of-way reviews and permits.
- Manage environmental compliance required by the California Environmental Quality Act (CEQA) and assist in environmental planning to support organizational initiatives.
- Property management and development, including acquisition of property and right of way to support capital projects delivery.
- 



**PLANNING AND DEVELOPMENT DIVISION – FULL TIME EQUIVALENTS (FTEs)**

<b>Position</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>
Chief Officer, Planning/Grants/TA	0.20	-	-
Contract Administrator	0.33	0.33	0.33
Deputy Director, Real Estate Management and Development	-	-	0.15
Director, Grants and Fund Management	0.40	-	-
Director, Planning	0.05	0.05	-
Director, Real Estate and Development	0.30	0.90	0.30
Executive Assistant II	0.05	0.05	0.05
Executive Officer, Planning and Development	-	-	0.05
Management Analyst, Planning (2-yr term FY24 & FY25)	-	0.25	0.00
Manager, Environmental Compliance & Sustainability	0.11	0.10	0.05
Manager, Programming and Monitoring	1.00	-	-
Manager, Real Estate Management and Capital Project Support	0.20	0.20	0.11
Manager, Transit Oriented Development	0.10	-	-
Planning Administrator	0.00	0.10	0.05
Planning Analyst II	0.10	0.10	0.00
Planning Analyst III	0.15	0.05	0.00
Principal Planner	0.75	-	-
Real Estate Administrator	0.40	0.40	0.40
Real Estate Specialist	0.35	-	-
Surveyor	0.15	0.15	0.10
<b>Total</b>	<b>4.64</b>	<b>2.68</b>	<b>1.59</b>

\*Director, Grants and Fund Management moved to TA division; Manager, Programming & Monitoring removed in FY24; Planning Administrator labor distribution reduced in FY24.

## FY25 Planning and Development Division Adopted Budget

Account	Descriptions	FY23 Actuals	FY24 Revised Budget	FY25 Adopted Budget	\$ Change	% Change
511110	Regular Wages	120,104	183,760	86,967	(96,793)	-52.7%
511140	Regular Wages-Annuitant/Others	84	8,309	-	(8,309)	-100.0%
511199	Regular Wage Accrual	2,405	-	-	-	-
512000	Fringe Benefits	72,305	106,302	50,164	(56,138)	-52.8%
512099	Fringe Benefits Accrual	2,089	-	-	-	-
521040	Recruitment Costs	-	10,800	-	(10,800)	-100.0%
522010	Seminar and Training	1,915	1,000	-	(1,000)	-100.0%
522030	Business Travel	1,719	800	500	(300)	-37.5%
523010	Office Supplies	168	1,600	-	(1,600)	-100.0%
523050	Printing and Information Svcs	-	150	-	(150)	-100.0%
523060	Software Maintenance and Licens	-	1,000	-	(1,000)	-100.0%
525050	Consultant-Offsite	-	5,500	10,000	4,500	81.8%
530110	Property Taxes	821	1,100	1,100	-	0.0%
<b>Grand Total</b>		<b>201,608</b>	<b>320,321</b>	<b>148,731</b>	<b>(171,590)</b>	<b>-53.6%</b>

## PLANNING & DEVELOPMENT ADMINISTRATION - COST CENTER 032010

Administration and Oversight of the Planning and Real Estate Division.

### Planning and Development Administration – FULL TIME EQUIVALENTS (FTEs)

Position	FY23	FY24	FY25
Chief Officer, Planning/Grants/TA	0.20	-	-
Contract Administrator	0.33	0.33	0.33
Executive Assistant II	0.05	0.05	0.05
Executive Officer, Planning and Development	-	-	0.05
<b>Total</b>	<b>0.58</b>	<b>0.38</b>	<b>0.43</b>

## FY25 Adopted Budget (032010)

Account	Descriptions	FY23 Actuals	FY24 Revised Budget	FY25 Adopted Budget	\$ Change	% Change
511110	Regular Wages	6,060	3,729	3,729	-	0.0%
511199	Regular Wage Accrual	(320)	-	-	-	-
512000	Fringe Benefits	3,305	2,145	2,151	6	0.3%
512099	Fringe Benefits Accrual	(135)	-	-	-	-
521040	Recruitment Costs	-	10,800	-	(10,800)	-100.0%
522010	Seminar and Training	1,915	1,000	-	(1,000)	-100.0%
522030	Business Travel	1,719	250	-	(250)	-100.0%
523010	Office Supplies	168	500	-	(500)	-100.0%
<b>Grand Total</b>		<b>12,711</b>	<b>18,424</b>	<b>5,880</b>	<b>(12,544)</b>	<b>-68.1%</b>

## **PLANNING - COST CENTER 032011**

Long range and strategic transit planning and policy development, and sustainability planning and policy development for the agency.

### **PLANNING – FULL TIME EQUIVALENTS (FTEs)**

<b>Position</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>
Director, Planning	0.05	0.05	-
Management Analyst	-	0.25	-
Manager, Environmental Compliance	0.11	0.10	0.05
Planning Administrator	-	0.10	0.05
Planning Analyst II	0.10	0.10	-
Planning Analyst III	0.15	0.05	-
<b>Grand Total</b>	<b>0.41</b>	<b>0.65</b>	<b>0.10</b>

### **FY25 Adopted Budget (032011)**

<b>Account</b>	<b>Descriptions</b>	<b>FY23</b>	<b>FY24 Revised</b>	<b>FY25 Adopted</b>	<b>\$</b>	<b>%</b>
		Actuals	Budget	Budget	Change	Change
511110	Regular Wages	-	26,982	11,987	(14,995)	-55.6%
512000	Fringe Benefits	-	15,515	6,915	(8,600)	-55.4%
	<b>Grand Total</b>	-	<b>42,497</b>	<b>18,902</b>	<b>(23,595)</b>	<b>-55.5%</b>

## **REAL ESTATE AND DEVELOPMENT - COST CENTER 032012**

Real Estate and Property Development

### **Real Estate and Development – FULL TIME EQUIVALENTS (FTEs)**

<b>Position</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>
Deputy Director, Real Estate and Development	-	-	0.15
Director, Real Estate and Development	0.30	0.90	0.30
Manager, Real Estate Management and Capital Project Support	0.20	0.20	0.11
Manager, Transit Oriented Development	0.10	-	-
Real Estate Administrator	0.40	0.40	0.40
Real Estate Specialist	0.35	-	-
Surveyor	0.15	0.15	0.10
<b>Total</b>	<b>1.50</b>	<b>1.65</b>	<b>1.06</b>

## FY25 Adopted Budget (032012)

Account	Descriptions	FY23 Actuals	FY24 Revised Budget	FY25 Adopted Budget	\$ Change	% Change
511110	Regular Wages	114,043	153,049	71,251	(81,798)	-53.4%
511140	Regular Wages-Annuitant/Others	84	8,309	-	(8,309)	-100.0%
511199	Regular Wage Accrual	2,726	-	-	-	-
512000	Fringe Benefits	68,999	88,642	41,098	(47,544)	-53.6%
512099	Fringe Benefits Accrual	2,225	-	-	-	-
522030	Business Travel	-	550	500	(50)	-9.1%
523010	Office Supplies	-	1,100	-	(1,100)	-100.0%
523050	Printing and Information Svcs	-	150	-	(150)	-100.0%
523060	Software Maintenance and Licens	-	1,000	-	(1,000)	-100.0%
525050	Consultant-Offsite	-	5,500	10,000	4,500	81.8%
530110	Property Taxes	821	1,100	1,100	-	0.0%
<b>Grand Total</b>		<b>188,897</b>	<b>259,400</b>	<b>123,949</b>	<b>(135,451)</b>	<b>-52.2%</b>

## PROGRAMMING AND MONITORING - COST CENTER 032016

### Programming and Monitoring – FULL TIME EQUIVALENTS (FTEs)

Position	FY23	FY24	FY25
Director, Grants and Fund Management	0.40	-	-
Manager, Programming and Monitoring	1.00	-	-
Planning Administrator	0.75	-	-
<b>Total</b>	<b>2.15</b>	<b>-</b>	<b>-</b>

\*Cost Center 032016 is combined with Cost Center 022510 TA Administration

## Transportation Authority Division

The TA Administration Division is responsible for oversight of voter-approved Transportation Expenditure Plans, strategic planning and performance.

### **OVERALL FUNCTION:**

- Manage voter-approved sales tax expenditure plans for transportation projects, including administering calls for projects, selecting projects, and monitoring delivery in accordance with eligible scope.

Objective	Performance Measurement	FY23 Actual	FY24 Target	FY25 Target
<b>Monitor and oversee all capital programmed projects</b>	Issue Bike and Pedestrian Call for Projects	0%	100%	0%
	Issue quarterly capital program status and semi-annual reports	100%	100%	100%
	Issue Shuttle Call for Projects	0%	0%	100%
	Issue Highway Call for Projects	100%	0%	100%
	Issue ACR/TDM Call for Projects	0%	100%	0%
<b>Conduct TA Strategic Policy Planning Efforts</b>	Complete the Regional Transit Connections Plan	n/a	100%	0%
	Complete the TA 2025-2029 Strategic Plan	n/a	100%	0%

Objective	Performance Measurement	FY23 Actual	FY24 Target	FY25 Target
<b>Support the San Mateo County Express Lanes JPA Operations</b>	Collaborate with C/CAG on SMCEL-JPA Organizational Study	25%	25%	0%
<b>Continue to implement TA-Sponsored Projects of Countywide Significance</b>	Continue work on the US 101 Managed Lanes North of I-380 Project	100%	100%	100%
	Continue work on the US 101/SR 92 Area Improvements Project	100%	100%	100%
	Continue Work on the US 101/SR 92 Direct Connectors Project	100%	100%	100%
	Support and advocate for the City of Redwood City's US 101/Woodside Project	25%	25%	25%
<b>Provide oversight on large TA-funded capital projects</b>	Be an active participant in advisory groups for highway, grade separation, and other TA-investments over \$10M	25%	25%	25%

## **TA ADMINISTRATION - COST CENTER 022510**

The TA Program administers the half-cent sales tax which funds transportation programs and projects among the jurisdictions of San Mateo County.

### **TA Administration – FULL TIME EQUIVALENTS (FTEs)**

<b>Position</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>
Accountant III	0.90	-	-
Administrative Analyst II	-	0.75	0.90
Assistant Project Manager	0.80	-	-
Deputy Director, Project Delivery	0.80	0.40	0.90
Director, Planning & Fund Management	-	1.00	1.00
Director, Project Delivery	0.80	0.67	0.93
Executive Officer, Transportation Authority	1.00	0.75	0.70
Financial Analyst (Part Time)	-	-	0.38
Management Analyst, Planning (2-yr term FY 24&FY25)	-	-	1.00
Manager, Planning and Fund Management	-	-	1.00
Planning Administrator	-	1.00	0.75
Project Manager	1.00	2.00	2.00
Senior Project Manager	1.00	0.80	0.80
TA Financial Program Manager	-	0.80	0.70
<b>Total</b>	<b>6.30</b>	<b>8.17</b>	<b>11.06</b>

### **FY25 Adopted Budget (022510)**

<b>Account</b>	<b>Descriptions</b>	<b>FY23</b>	<b>FY24 Revised</b>	<b>FY25 Adopted</b>	<b>\$</b>	<b>%</b>
		<b>Actuals</b>	<b>Budget</b>	<b>Budget</b>	<b>Change</b>	<b>Change</b>
511110	Regular Wages	12,339	192,723	160,702	(32,021)	-16.6%
511199	Regular Wage Accrual	(1,129)	-	-	-	-
512000	Fringe Benefits	6,922	110,821	92,699	(18,122)	-16.4%
512099	Fringe Benefits Accrual	(477)	-	-	-	-
521010	Dues and Subscriptions	16,816	12,000	8,400	(3,600)	-30.0%
522010	Seminar and Training	239	16,000	36,500	20,500	128.1%
522030	Business Travel	8,841	10,000	2,500	(7,500)	-75.0%
523010	Office Supplies	3,453	2,000	3,500	1,500	75.0%
523020	Postage	29	-	-	-	-
523030	Books and Reference Materials	-	4,000	1,000	(3,000)	-75.0%
523060	Software Maintenance and Licens	62,192	50,000	50,500	500	1.0%
523073	Letterhead Items	-	100	100	-	0.0%
525090	Other Contract Services	-	-	20,000	20,000	100.0%
530090	Miscellaneous	-	10,000	-	(10,000)	-100.0%
590010	Office Furniture & Equipment	3,229	4,000	4,000	-	0.0%
<b>Grand Total</b>		<b>112,454</b>	<b>411,644</b>	<b>379,901</b>	<b>(31,743)</b>	<b>-7.7%</b>

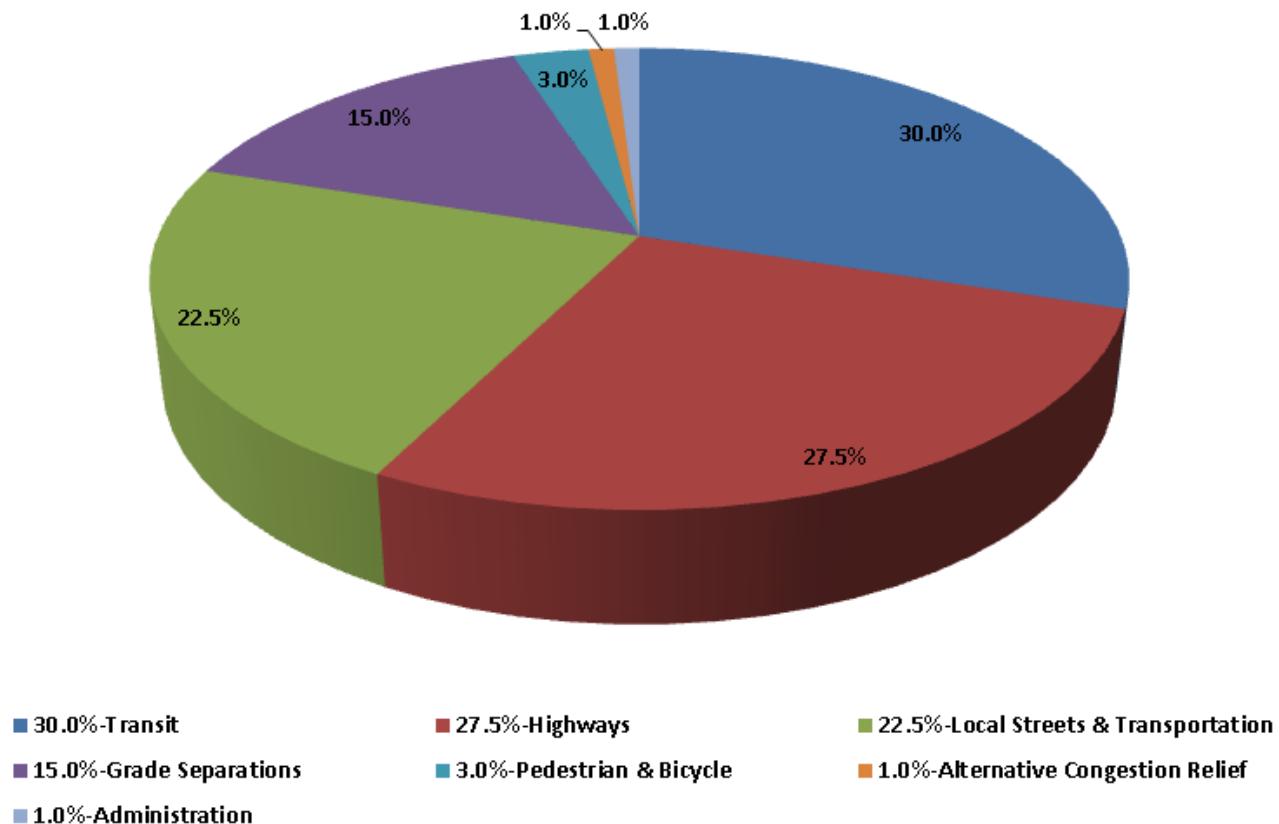
## SECTION 6- CAPITAL PROGRAM

### **Performance Measures for Capital Expenditures**

This section describes the Capital Expenditure Plans for both the Measure A and Measure W Programmed Categories. As the Funding Agent for these projects, the TA closely monitors the progress and performance for each project within the respective programmed categories that have been approved by the Board of Directors.

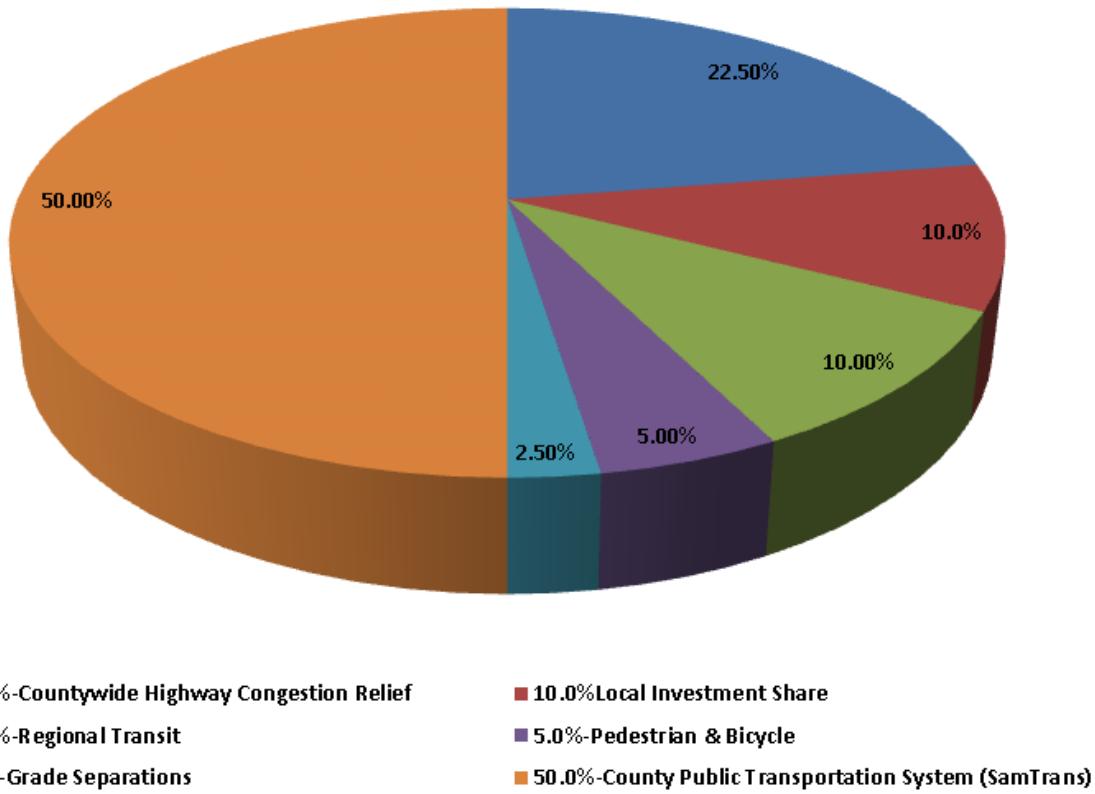
#### 2009 Measure A Category

The table below illustrates San Mateo County TA Programs funded by Measure A (New Measure-2009)



## Measure W Category

The table below illustrates TA Programs funded by Measure W



■ 22.5%-Countywide Highway Congestion Relief

■ 10.0%-Regional Transit

■ 2.5%-Grade Separations

■ 10.0%Local Investment Share

■ 5.0%-Pedestrian & Bicycle

■ 50.0%-County Public Transportation System (SamTrans)

## HIGHWAY PROJECTS

### HIGHWAY PROJECTS - PERFORMANCE STATUS DEFINITIONS

SECTIONS	 On Target (GREEN)	 Moderate Risk (YELLOW)	 High Risk (RED)
SCHEDULE	<ul style="list-style-type: none"> <li>(a) Project milestones / critical path are within plus / minus four months of the current baseline schedule.</li> <li>(b) Physical progress during the report period is consistent with incurred expenditures.</li> <li>(c) Schedule has been defined.</li> </ul>	<ul style="list-style-type: none"> <li>(a) Project milestones / critical path show slippage. Project is more than four to six months behind the current baseline schedule.</li> <li>(b) No physical progress during the report period, but expenditures have been incurred.</li> <li>(c) Detailed baseline schedule NOT finalized.</li> </ul>	<ul style="list-style-type: none"> <li>(a) Forecast project completion date is later than the current baseline scheduled completion date by more than six months.</li> </ul>
BUDGET	<ul style="list-style-type: none"> <li>(a) Estimate at Completion forecast is within plus /minus 10% of the Current Approved Budget.</li> </ul>	<ul style="list-style-type: none"> <li>(a) Estimate at Completion forecast exceeds Current Approved Budget between 10% to 20%.</li> </ul>	<ul style="list-style-type: none"> <li>(a) Estimate at Completion forecast exceeds Current Approved Budget by more than 20%.</li> </ul>
FUNDING	<ul style="list-style-type: none"> <li>(a) Expenditure is consistent with Available Funding.</li> <li>(b) All funding has been secured or available for scheduled work.</li> </ul>	<ul style="list-style-type: none"> <li>(a) Expenditure reaches 90% of Available Funding, where remaining funding is NOT yet available.</li> <li>(b) NOT all funding is secured or available for scheduled work.</li> </ul>	<ul style="list-style-type: none"> <li>(a) Expenditure reaches 100% of Available Funding, where remaining funding is NOT yet available.</li> <li>(b) No funding is secured or available for scheduled work.</li> </ul>

Notes:

- (1) If more than one event is triggered, the worst performing light will be shown.
- (2) Status color is based on the pending milestones (completed milestones are not considered).

**PROJECT: US 101/BROADWAY INTERCHANGE**

Project ID: 000621

Sponsor: City of Burlingame  
Implementing Agency: SMCTA  
SMCTA Role: Funding and Implementing Agency  
Current Phase: Landscaping PS&E and ROW Close-Out (Activity 16)  
Future Funded Phases: Landscaping Construction (Activity 16)

**PHASE OVERVIEW:**  
Right of Way (ROW) close-out for 101/Broadway Interchange and Plans, Estimates and Specifications (PS&E) for the interchange landscaping

**STATUS OVERVIEW:**

Percent Complete:		48%	
Quarter	Schedule	Budget	Funding
Current	<span style="color: green;">●</span>	<span style="color: green;">●</span>	<span style="color: green;">●</span>
Previous	<span style="color: green;">●</span>	<span style="color: green;">●</span>	<span style="color: green;">●</span>

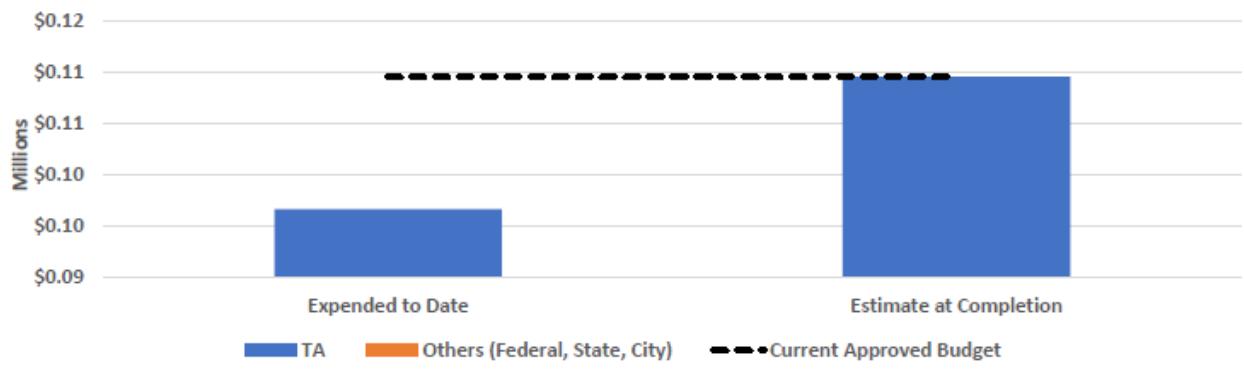
**PROJECT DESCRIPTION:**

The US 101/Broadway Interchange Reconstruction Project replaces the existing interchange with a seven-lane structure, reconfigures all the ramp connections, installs retaining walls to minimize Right-of-Way (ROW) takes, and removes the five-legged intersection at Broadway and Rollins Road. The remaining tasks include installation of highway planting within State ROW and ROW Close -Out activities. Replanting will take place outside environmentally sensitive/jurisdictional areas and within Caltrans boundaries.

The purpose of the Project is to improve traffic movements and access around the US 101/Broadway interchange; accommodate future increases in traffic at intersections in and adjacent to the interchange; improve operations for vehicles entering and exiting southbound US 101 at the Broadway interchange; and increase bicyclist and pedestrian access across US 101 and around the interchange.

**STATUS SUMMARY:**

While construction of the US 101/Broadway interchange project was officially complete in October 2018, the landscaping and ROW Close-Out were put on hold until the completion of the US 101 Express Lanes project. With the Express Lanes project complete, TA staff re-started work for the completion of the ROW close-out and the PS&E of the landscaping. The final design (PS&E) was completed in January 2024. Caltrans approved the PS&E in March 2024. The cooperative agreement for construction of the landscaping with Caltrans was executed in October 2023. Encroachment permit with Caltrans for the construction phase is underway.

**BUDGET**

**CURRENT PHASE BUDGET:**

Funding Agency	Current Approved Budget	Expended to Date	Remaining Budget	% Expended of Budget	Estimate at Completion (EAC)	Variance at Completion
TA	\$109,513	\$96,633	\$12,880	88%	\$109,513	\$0
Others (Federal, State, City)	\$0	\$0	\$0	0%	\$0	\$0
<b>Total Project</b>	<b>\$109,513</b>	<b>\$96,633</b>	<b>\$12,880</b>	<b>88%</b>	<b>\$109,513</b>	<b>\$0</b>

**SCHEDULE:**

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
Plant Establishment (City ROW)	10/20/17	10/30/18	10/20/17	10/30/18	10/20/17	10/30/28
Highway Planting Design	05/06/19	06/30/20	05/06/19	08/31/22	05/06/19	07/30/24
City ROW close out	09/11/17	05/04/20	09/11/17	05/04/20	09/11/17	10/30/24

**PROGRESS THIS QUARTER:**

1. Coordinated on the PG&E procedure for a water supply line crossing Rollins Road.
2. Developed the Work Directive Proposal Request (WDPR) for the Design Support During Construction.
3. Revised plans and specifications to include PG&E procedures.
4. Responded to Caltrans' comments and sent them the 100% PS&E package.
5. Developed Caltrans encroachment permit application package.
6. Updated the Right of Way (ROW), Plat and Legal for Joint Use Agreement.
7. Drafted MOU for the landscaping construction phase.

**FUTURE ACTIVITIES:**

1. Complete the encroachment permit associated documents and submit to Caltrans for approval.
2. Provide input and prepare for DSDC services.
3. Work on the WDPR for the Resident Engineer during construction phase.
4. Finalize the Right-of-Way Record Maps and Record of Survey and submit for approval.
5. Execute MOU with the City of Burlingame.

**KEY ISSUES:**

None.

**AGREEMENT HISTORY:**

Agreement/MOU	Executed Date	Expiration Date	Scope Completion Date	Description
Cooperative Agreement No. 04-2746 (PS&E, ROW)	2/21/20	N/A	N/A	Establishes TA as sponsor and implementing agency for PS&E and ROW for landscaping component
MOU (TA, Burlingame)	06/16/20	06/30/21	12/31/20	Preparation/completion of the PS&E of the Project landscaping

**PROJECT: US 101/WILLOW INTERCHANGE**

Project ID: 000622

Sponsor: City of Menlo Park  
Implementing Agency: City of Menlo Park  
SMCTA Role: Funding Agency  
Current Phase: Landscaping PS&E (Activity 16)  
Future Funded Phases: Landscaping CON (Activity 16)

**PHASE OVERVIEW:**  
Design and construction of US 101/ Willow Road interchange landscaping

**STATUS OVERVIEW:**

Percent Complete:		10%	
Quarter	Schedule	Budget	Funding
Current	<span style="width: 10%;">●</span>	<span style="width: 10%;">●</span>	<span style="width: 10%;">●</span>
Previous	<span style="width: 10%;">●</span>	<span style="width: 10%;">●</span>	<span style="width: 10%;">●</span>

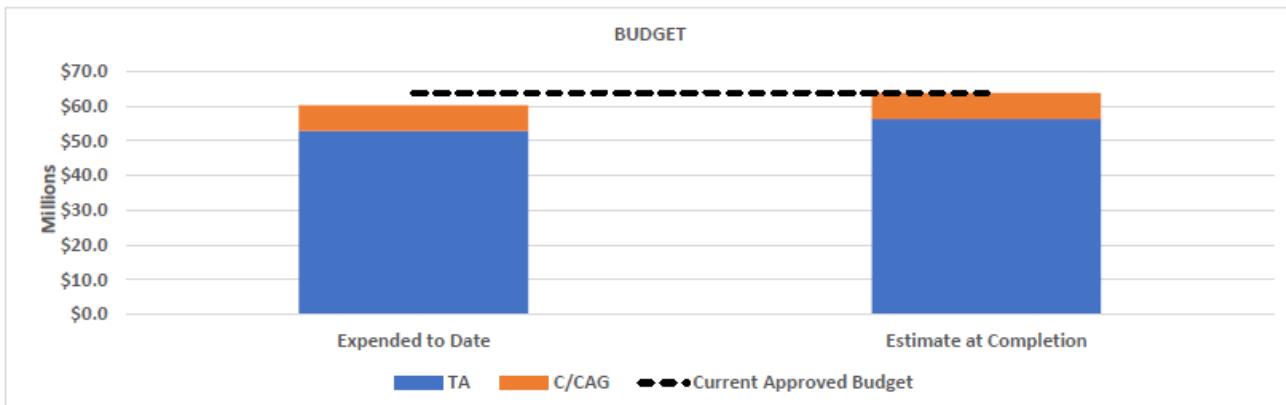
**PROJECT DESCRIPTION:**

This project converted the existing full-cloverleaf interchange to a partial-cloverleaf interchange and replaced the existing Willow Road Overcrossing with eight vehicular lanes from six lanes, sidewalks on both sides, and new bikeways. The project also realigned and widened the on- and off-ramps, and installed new signals at the ramp intersections.

This project will address operational deficiencies both on US 101 and Willow Road that are caused by the short weave between on- and off-ramps and result in travel time and reliability benefits. The project will also address safety and operational issues for bicycling and walking.

**STATUS SUMMARY:**

Construction of the interchange improvements was completed in 2019, and the highway landscaping was subsequently put on hold due to the construction of the US 101 Express Lanes. Through summer 2023, the City led conceptual design efforts for project landscaping, including gathering community and stakeholder feedback. The City is currently leading development of the landscaping plans, specifications, and estimates. The City, TA, and Caltrans are now under agreement to finalize the design and construct the project landscaping. The TA will serve as the implementing agency for landscaping construction. Landscaping construction cooperative agreement with Caltrans signed in September 2023.



**CURRENT PHASE BUDGET:**

Funding Agency	Current Approved Budget	Expended to Date	Remaining Budget	% Expended of Budget	Estimate at Completion (EAC)	Variance at Completion
TA	\$56,400,000	\$52,857,648	\$3,542,352	94%	\$56,400,000	\$0
C/CAG (State Transportation Improvement Program)	\$7,360,534	\$7,360,534	\$0	100%	\$7,360,534	\$0
<b>Total Project</b>	<b>\$63,760,534</b>	<b>\$60,218,182</b>	<b>\$3,542,352</b>	<b>94%</b>	<b>\$63,760,534</b>	<b>\$0</b>

**SCHEDULE:**

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
PS&E (Landscaping)	10/01/23	03/30/25	10/01/23	03/30/25	10/01/23	03/30/25
Construction (Landscaping)	06/24/25	06/30/29	06/24/25	06/30/29	06/24/25	06/30/29

**PROGRESS THIS QUARTER:**

1. Prepared 60% plans, specifications and estimates.
2. Coordinated design details, encroachment permit, and utility information with Caltrans.

**FUTURE ACTIVITIES:**

1. Continue development of construction documents.

**KEY ISSUES:**

None.

**AGREEMENT HISTORY:**

Agreement/MOU	Executed Date	Expiration Date	Scope Completion Date	Description
MOU - City/TA	10/10/23	04/06/29	10/08/28	Establishes City as the implementing agency for landscaping PS&E; and TA as the implementing agency for landscaping construction
Cooperative Agreement 04-2938 - Caltrans/City/TA	09/25/23	N/A	N/A	Establishes Caltrans as the oversight agency for landscaping activities

**PROJECT: US 101/WOODSIDE ROAD (SR 84) INTERCHANGE**

Project ID: 000768

**Sponsor:** City of Redwood City  
**Implementing Agency:** City of Redwood City  
**SMCTA Role:** Funding Agency  
**Current Phases:** PS&E, ROW Support (Activities 13, 14)  
**Future Funded Phases:** Construction (Activity 16)

**PHASE OVERVIEW:**

Plans, Estimates and Specifications (PS&E) and Right-of-Way (ROW) Support for US 101/Woodside Road (SR 84) interchange improvements

**STATUS OVERVIEW:**

Percent Complete:		80%	
Quarter	Schedule	Budget	Funding
Current	<span style="color: green;">●</span>	<span style="color: green;">●</span>	<span style="color: green;">●</span>
Previous	<span style="color: green;">●</span>	<span style="color: green;">●</span>	<span style="color: green;">●</span>

**PROJECT DESCRIPTION:**

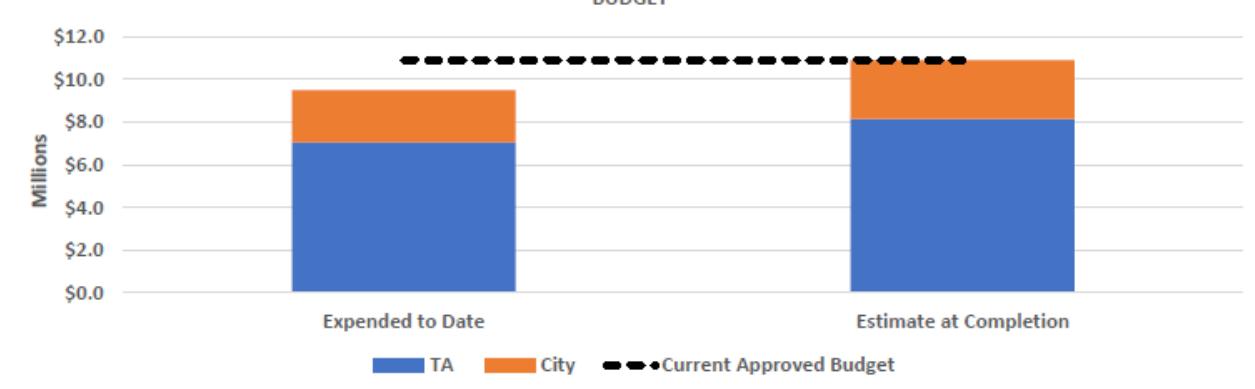
The project is for the Plans, Estimates and Specifications (PS&E) and ROW Support phase for the reconstruction of the US 101 Woodside Interchange. Modifications include replacing all existing ramps, widening Woodside Road to six lanes (three in each direction plus turn lanes), lowering Woodside Road to increase the vertical clearance at US 101, eliminating the existing 5-legged intersection at Broadway and Woodside Road, signalizing ramp intersections, adding turning lanes with longer pocket lengths, constructing direct-connect flyover ramps between Veterans Boulevard and US 101, adding new sidewalks, adding safety improvements (signals and gates) at UPRR at grade crossings of Veterans Boulevard and Blomquist Street, and adding shared use paths, bike lanes, and separated bikeways.

The Project will relieve existing and future traffic congestion, improve traffic safety and vehicular access to and from US 101 and Woodside Road. The goals include improving highway operations, reducing associated congestion on Woodside Road and other local streets, removing barriers to non-motorized travel and minimizing impacts on nearby businesses. The Project will modify the on- and off-ramp configuration at the interchange and adjacent local intersections to improve traffic flow, increase safety, provide new pedestrian and bicycle access across US 101 (which does not presently exist) and provide new and improved sidewalks and bikeways throughout the Project area.

**STATUS SUMMARY:**

Caltrans approved the Project Approval and Environmental Document (PAED) in December 2016. The project is currently in the PS&E and Right-of-Way support phase. The City paused design activities at the completion of the 95% design task while securing funding for the construction phase. The City completed its review of ROW acquisition requirements in February 2023, and the City Council accepted and approved the process and commencement of the ROW acquisition and has restarted final design.

The focus of this quarter was continued stakeholder engagement, finalizing the Charter with Caltrans to establish an Executive Steering Committee, completion of additional grant applications, continued development of the baseline project schedule, and oversight of PS&E and R/W support work performed by project consultants.

**BUDGET**

**CURRENT PHASE BUDGET:**

Funding Agency	Current Approved Budget	Expended to Date	Remaining Budget	% Expended of Budget	Estimate at Completion (EAC)	Variance at Completion
TA	\$8,140,000	\$7,049,630	\$1,090,370	87%	\$8,140,000	\$0
City	\$2,760,000	\$2,437,391	\$322,609	88%	\$2,760,000	\$0
<b>Total Project</b>	<b>\$10,900,000</b>	<b>\$9,487,021</b>	<b>\$1,412,979</b>	<b>87%</b>	<b>\$10,900,000</b>	<b>\$0</b>

**SCHEDULE:**

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
PS&E (95%)	08/01/17	05/01/20	08/01/17	12/31/20	08/01/17	12/31/21
PS&E (Final)	08/01/17	05/01/20	04/01/23	12/31/25	04/01/23	12/31/25
ROW Appraisals (Draft)	08/01/17	05/01/20	08/01/17	12/31/23	04/01/23	03/31/24
ROW Support	08/01/17	05/01/20	08/01/17	12/31/25	04/01/23	12/31/25

**PROGRESS THIS QUARTER:**

1. Finalized draft Charter and circulated for signatures to establish the Executive Steering Committee.
2. Developed new slide deck to illustrate new data on the regional significance of the Port, equity accommodations, bicycle and pedestrian facilities, jobs, and housing.
3. Prepared slide decks for presentations to different stakeholders: CTC executive leadership, Kaiser Permanente and Stanford University.
4. Coordinated additional PS&E services, including updating the scope of services and budget to support Caltrans advertisement, awarding, and administering of the capital construction contract.
5. Continued meetings with AECOM on design status, utility relocations progress, and UPRR progress.
6. Prepared RAISE grant application; preparing for SS4A application and INFRA 2024 application.
7. Updated Project website to ensure grant evaluators have access to the most accurate and up-to-date information.
8. Worked with AR/WS to address various issues with parcels, confirm mapping, and prepare materials for funding agreement supporting documentation to the TA.

**FUTURE ACTIVITIES:**

1. Approval of additional PS&E scope and budget.
2. Meet with utility providers as needed.
3. Conduct stakeholder outreach (e.g., school, medical care facilities, the Port).
4. Execute and implement the Project Charter.
5. Respond to UPRR inquiries and comments.
6. Initiate the process to secure the SMCTA's funding agreement for R/W capital.
7. Ongoing coordination and reporting with TA regarding fulfilling Funding Agreement commitments.
8. Make offers on required parcels.
9. Amend AECOM design contract, and GBS contract to acquire and implement eBuilder.

**KEY ISSUES:**

Because UPRR approval of the Project is on the critical path, it is essential to come to an agreement with UPRR on the design of the at-grade crossings and 101 ramp structures. The City has made the submittal to UPRR and is in the process of scheduling the site visit for mandatory consultation.

**AGREEMENT HISTORY:**

Agreement/MOU	Executed Date	Expiration Date	Scope Completion Date	Description
Cooperative Agreement No. 04-2614	10/11/17	N/A	N/A	Agreement establishes Redwood City as sponsor and implementing agency for PS&E, ROW Support, and ROW Capital
FA - City/TA	08/01/17	12/31/20	09/30/20	Board Resolution 2015-19 dated October 1, 2015
Amendment 1	12/06/19	06/30/21	12/31/20	Schedule extension due to Project Management changes
Amendment 2	02/11/21	06/30/22	12/31/21	Schedule extension requested for ROW Support
Amendment 3	02/14/23	12/31/23	09/30/23	Schedule extension and funds addition by Sponsor

**PROJECT: US 101 EXPRESS LANES**

Project ID: 000791

Sponsors: C/CAG, SMCTA, Caltrans  
Implementing Agency: SMCTA  
SMCTA Role: Funding Agency/Co-Implementer/Co-Sponsor  
Current Phase: Construction (Activity 16)  
Future Funded Phases: None

**PHASE OVERVIEW:**

Construction for the addition of express lanes on US 101 between Santa Clara County and Interstate 380

**STATUS OVERVIEW:**

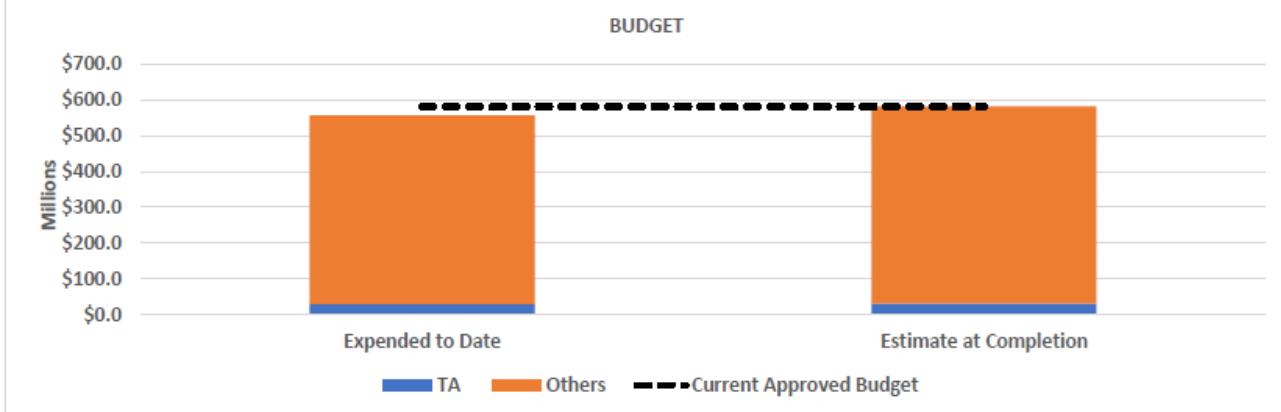
Percent Complete:		98%	
Quarter	Schedule	Budget	Funding
Current	<span style="color: green;">●</span>	<span style="color: green;">●</span>	<span style="color: green;">●</span>
Previous	<span style="color: green;">●</span>	<span style="color: green;">●</span>	<span style="color: green;">●</span>

**PROJECT DESCRIPTION:**

The San Mateo 101 Express Lanes Project is a multi-year, multi-agency project initiated to reduce traffic congestion and encourage carpooling and transit use on US 101 in San Mateo County. The Project created 22 miles of express lanes in both directions on US 101 from the San Mateo County/Santa Clara County line to I-380 in South San Francisco. The San Mateo 101 Express Lanes seamlessly connect to the express lanes in Santa Clara County. The express lanes were designed to maintain speeds of 45 miles per hour or greater, resulting in reduced and more reliable travel times.

**STATUS SUMMARY:**

The design and construction of the project were broken down into northern and southern segments. Construction of the southern segment began in March 2019 and in March 2020 for the northern segment. Both the southern and northern segments are now complete and operational. Closeout of the construction contract and early activities for the project landscaping are underway.



**CURRENT PHASE BUDGET:**

Funding Agency	Current Approved Budget	Expended to Date	Estimate to Complete	Estimate at Completion (EAC)	Variance at Completion	% Expended of EAC
TA	\$30,500,000	\$28,935,662	\$1,564,338	\$30,500,000	\$0	95%
Regional	\$95,000,000	\$82,150,571	\$12,849,429	\$95,000,000	\$0	86%
Loan/Future Toll	\$86,500,000	\$85,039,337	\$1,460,663	\$86,500,000	\$0	98%
Federal	\$9,500,000	\$9,500,000	\$0	\$9,500,000	\$0	100%
State	\$306,670,000	\$297,364,813	\$9,305,187	\$306,670,000	\$0	97%
Private	\$53,000,000	\$53,000,000	\$0	\$53,000,000	\$0	100%
<b>Total Project</b>	<b>\$581,170,000</b>	<b>\$555,990,384</b>	<b>\$25,179,616</b>	<b>\$581,170,000</b>	<b>\$0</b>	<b>96%</b>

**SCHEDULE:**

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
PS&E	05/01/18	05/31/19	05/01/18	12/31/19	05/01/18	12/31/19
Construction (Southern Segment)	03/01/19	11/30/21	03/01/19	11/30/21	03/01/19	11/30/21
Construction (Northern Segment)	03/04/20	06/30/22	03/04/20	06/30/22	03/04/20	03/31/23
Landscaping	03/03/23	12/31/27	03/03/23	12/31/27	03/03/23	12/31/27

**PROGRESS THIS QUARTER:**

1. Continued closeout of punch list items including transfer of filing records and development of as-builts for the construction of the northern and southern segments.

*Project Landscaping:*

1. Completion of fiber roll installation for erosion control, irrigation check and test, demolition of existing irrigation, and irrigation layout & installation.
2. Caltrans completed the pre-construction survey.
3. Caltrans commenced construction activities.

**FUTURE ACTIVITIES:**

1. Complete closeout activities.

**Landscape Phase**

2. Continue construction activities.

**KEY ISSUES:**

None.

**AGREEMENT HISTORY:**

Agreement/MOU	Executed Date	Expiration Date	Scope Completion Date	Description
Funding Agreement - Facebook/TA	03/20/19	03/19/22	03/19/22	Establishes Facebook as a funding partner for the Construction phase per TA Resolution No. 2018-16 dated 08/02/18
Cooperative Agreement 04-2733 - Caltrans/CCAG/TA	06/06/19	N/A	N/A	Establishes Caltrans as the implementing agency for Construction of the South Segment
Cooperative Agreement 04-2726 - Caltrans/CCAG/TA	11/12/19	N/A	N/A	Establishes Caltrans as the implementing agency for Construction of the North Segment
Funding Agreement - BAIFA/TA	11/20/19	N/A	N/A	Establishes BAIFA as a funding partner for Civil Project expenses
Cooperative Agreement 04-2767 - Caltrans/CCAG/TA	07/16/20	N/A	N/A	Establishes Caltrans as the implementing agency for the PS&E, ROW, and Construction phases for system integration work
Cooperative Agreement 04-2767 - Amendment 1	07/16/20	N/A	N/A	Adjustment of Construction Support and Construction Capital funding
Cooperative Agreement 04-2726 Amendment 1	11/02/21	N/A	N/A	Adjustment of Construction Support and ROW Support funding
Cooperative Agreement 04-2876	03/03/23	N/A	N/A	Establishes Caltrans as the implementing agency for landscaping

**PROJECT: US 101/UNIVERSITY AVE INTERCHANGE**

Project ID: 000800

Sponsor: City of East Palo Alto  
Implementing Agency: City of East Palo Alto  
SMCTA Role: Funding Agency  
Current Phase: Construction (Activities 16)  
Future Funded Phases: None

**PHASE OVERVIEW:**

Construction of US 101/University Avenue interchange improvements inclusive of bicycle and pedestrian improvements

**STATUS OVERVIEW:**

Percent Complete:		25%	
Quarter	Schedule	Budget	Funding
Current			
Previous			

**PROJECT DESCRIPTION:**

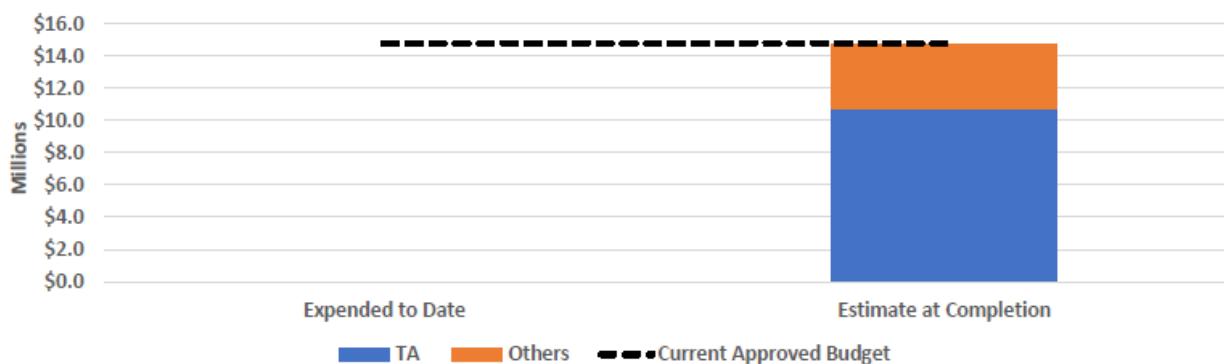
The project includes a new Class I pedestrian and bicycle overcrossing along the north side of the US 101/University Avenue overcrossing that will also continue east and west of the freeway. The overall project would also widen the existing southbound US 101 to University Avenue loop off-ramp from three lanes to four lanes to include two left turn and two right turn lanes. The northbound US 101 to southbound University Avenue loop off-ramp would be realigned to square up with University Avenue with a tighter-radius-curve for pedestrian and bicyclist safety.

The project will relieve an interchange bottleneck at University Avenue and US 101. The project will also reduce intersection delay along University Avenue at both Donohoe Street and Woodland Avenue. The southbound ramp improvements will reduce queue lengths in both the AM and PM peak periods. Bicycle and pedestrian safety will be improved with a dedicated overcrossing that will eliminate bicycle and vehicle weaving conflicts on University Avenue. Combined, these improvements will create separated, comfortable facilities for people walking and biking to access nearby schools, business centers, retail areas, and transit stops.

**STATUS SUMMARY:**

A Project Study Report was approved for the Route 101/University Avenue interchange modification in December 1990. Due to the economy, the project did not progress until 1998 when it was reactivated as part of a Master Developer Agreement for the City's University Circle Redevelopment project. Since then, the project has been through several review processes and approvals with Caltrans. The project was environmentally cleared in November 2017. Caltrans approved the project in January 2020 based on the Project Report, dated October 2019. The project completed Final Project Specifications & Estimate and Right of Way in December 2022.

The City and TA entered into a Funding Agreement in February 2023 to initiate the construction phase. The City awarded a contract to MCM Construction, with Ghirardelli Associates to handle construction management. Construction activities began in July 2023. The project foundations have since been completed and stormwater pollution control is underway.

**BUDGET**

**CURRENT PHASE BUDGET:**

Funding Agency	Current Approved Budget	Expended to Date	Remaining Budget	% Expended of Budget	Estimate at Completion (EAC)	Variance at Completion
TA	\$10,700,000	\$0	\$10,700,000	0%	\$10,700,000	\$0
Federal (earmark)	\$771,000	\$0	\$771,000	0%	\$771,000	\$0
State (Local Partnership Program)	\$2,302,200	\$0	\$2,302,200	0%	\$2,302,200	\$0
Local (Stanford Recreation Mitigation Grant)	\$1,000,000	\$0	\$1,000,000	0%	\$1,000,000	\$0
<b>Total Project</b>	<b>\$14,773,200</b>	<b>\$0</b>	<b>\$14,773,200</b>	<b>0%</b>	<b>\$11,700,000</b>	<b>\$0</b>

**SCHEDULE:**

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
Construction	03/01/23	06/01/25	03/01/23	06/01/25	03/01/23	06/01/25

**PROGRESS THIS QUARTER:**

1. Completed large diameter foundations.
2. Continued construction on bridge columns and bridge abutment foundations.
3. Provided traffic management through the active construction site.
4. Continued storm water pollution control.

**FUTURE ACTIVITIES:**

1. Intersection improvements at University Ave/Donohoe St and University Ave/Woodland Ave.
2. Begin construction of bike path near University Ave/Donohoe St.
3. Begin falsework construction over US 101.

**KEY ISSUES:**

None.

**AGREEMENT HISTORY:**

Agreement/MOU	Executed Date	Expiration Date	Scope Completion Date	Description
Original FA - City/TA	02/08/23	12/31/25	07/31/25	Board Resolution No. 2021-33 dated 12/02/21

**PROJECT: US 101/PENINSULA AVE INTERCHANGE**

Project ID: 000801

**Sponsor:** City of San Mateo  
**Implementing Agency:** SMCTA  
**SMCTA Role:** Funding and Implementing Agency  
**Current Phase:** PAED (Activity 12)  
**Future Funded Phases:** PS&E (Activity 13)

**PHASE OVERVIEW:**

Project Approval and Environmental Document (PAED) to relocate southbound US 101 on- and off-ramps from Poplar Ave to Peninsula Ave

**STATUS OVERVIEW:**

Percent Complete:		80%	
Quarter	Schedule	Budget	Funding
Current	<span style="color: red;">●</span>	<span style="color: green;">●</span>	<span style="color: red;">●</span>
Previous	<span style="color: red;">●</span>	<span style="color: green;">●</span>	<span style="color: red;">●</span>

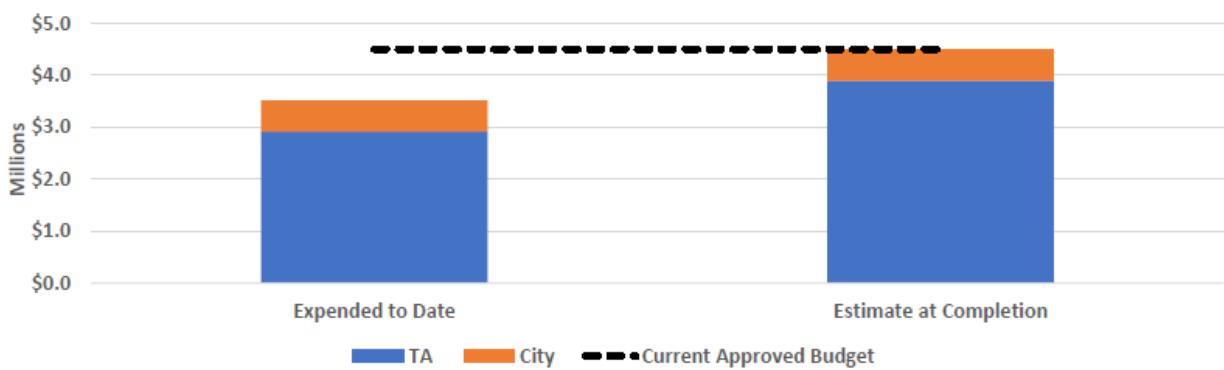
**PROJECT DESCRIPTION:**

Project Approval and Environmental Document (PAED) to relocate the US 101 southbound on- and off-ramps from Poplar Avenue to Peninsula Avenue which will eliminate a button-hook partial interchange with existing safety issues and create a single, regional-serving, full-access interchange at Peninsula Avenue and Airport Boulevard. The Project will provide enhanced bicycle and pedestrian improvements on Peninsula Avenue from Humboldt Street to Bayshore Boulevard.

**STATUS SUMMARY:**

While two alternatives are being studied through the current Project Approval and Environmental Document (PAED) phase, significant right-of-way impacts have been identified. One design alternative requires acquiring over 26 small business properties and a 76-unit affordable multi-family housing development. The second option has slightly less property impacts and requires acquiring 21 small business properties. While the second alternative could preserve the 76-unit housing development, it would severely impact the housing's parking, lobby, and common areas. Under either alternative, there are also partial impacts to seven other multifamily housing units in the immediate area. Depending on the design option selected, the right-of-way acquisition costs for the project are estimated to be between \$96 million and \$150 million with the total project costs estimated to be between \$168 million and \$226 million.

Given these significant impacts, the City of San Mateo conducted an alternatives development workshop on March 25<sup>th</sup> to see if there are any other feasible designs that could reduce the right-of-way needs while achieving the project goals. The workshop did not identify any new alternatives to limit the property impacts. The City also considered relocation options for the affected affordable housing units but determined it would not be feasible. The City plans to present these findings to their city council in July 2024. If the project doesn't advance, the City may investigate the potential for complete streets improvements in the project area.

**BUDGET**

**CURRENT PHASE BUDGET:**

Funding Agency	Current Approved Budget	Expended to Date	Remaining Budget	% Expended of Budget	Estimate at Completion (EAC)	Variance at Completion
TA	\$3,900,000	\$2,915,193	\$984,807	75%	\$3,900,000	\$0
City	\$600,000	\$600,000	\$0	100%	\$600,000	\$0
<b>Total Project</b>	<b>\$4,500,000</b>	<b>\$3,515,193</b>	<b>\$984,807</b>	<b>78%</b>	<b>\$4,500,000</b>	<b>\$0</b>

**SCHEDULE:**

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
PAED	06/01/16	07/31/22	06/01/16	07/31/22	06/01/16	09/30/23

**PROGRESS THIS QUARTER:**

1. The City conducted an alternatives development workshop on March 25th to see if there are any other feasible designs that could reduce the right-of-way needs while achieving the project goals.
2. The City is working with the project consultant to summarize the alternatives explored so far.

**FUTURE ACTIVITIES:**

1. The City plans to present the findings from the workshop to their city council in July 2024, a potential recommendation is to consider cancelling the project.

**KEY ISSUES:**

1. The updated ROW costs are excessive and there is no viable funding plan for the project.

**AGREEMENT HISTORY:**

Agreement/MOU	Executed Date	Expiration Date	Scope Completion Date	Description
MOU - TA/City of San Mateo	03/18/16	06/30/18	12/31/17	Identifies TA as implementing agency and scope of work as PAED
Cooperative Agreement	01/12/17	N/A	N/A	Identifies TA as implementing agency and scope of work as PAED
MOU Amendment 1	07/11/18	06/30/20	12/31/19	Extended term of MOU
RESO (Funding)	10/01/15	N/A	N/A	Board Resolution 2015-19, programmed and allocated \$2.5M for the PAED phase
MOU - TA/City of San Mateo (PAED)	11/01/21	12/31/22	06/30/22	Identifies scope of work as PAED, funding commitments from TA and San Mateo
RESO (Funding)	12/02/21	N/A	N/A	Board Resolution 2021-33, programming and allocating \$6M in funding for PAED, PS&E, ROW Phases

**PROJECT: HIGHWAY 92/SR 82 (EL CAMINO REAL) INTERCHANGE**

Project ID: 000805

Sponsor: City of San Mateo

Implementing Agency: City of San Mateo, Caltrans

SMCTA Role: Funding Agency

Current Phase: Landscaping Construction (Activity 16)

Future Funded Phases: None

**PHASE OVERVIEW:**

Construction of Highway 92/SR 82 Interchange Project, including landscaping improvements

**STATUS OVERVIEW:**

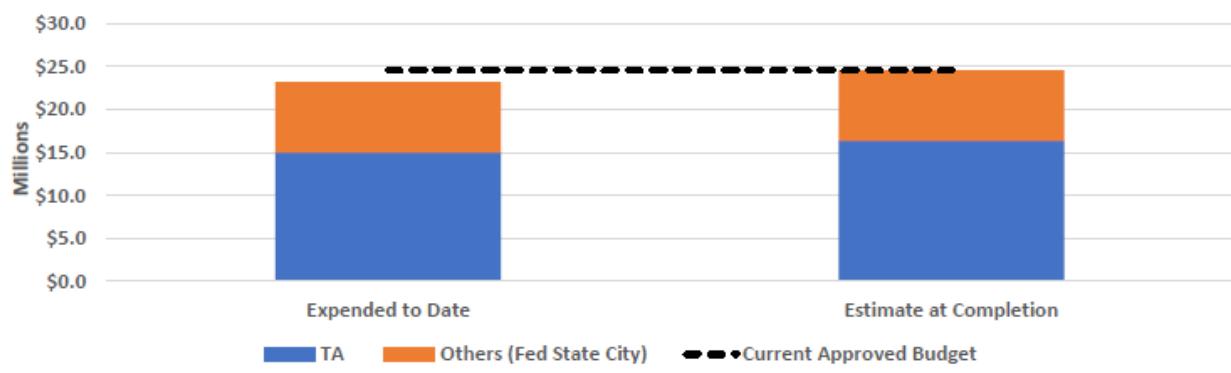
Percent Complete:		48%	
Quarter	Schedule	Budget	Funding
Current	<span style="width: 48%;">●</span>	<span style="width: 48%;">●</span>	<span style="width: 48%;">●</span>
Previous	<span style="width: 0%;">●</span>	<span style="width: 0%;">●</span>	<span style="width: 0%;">●</span>

**PROJECT DESCRIPTION:**

This project converted the existing cloverleaf interchange to a partial cloverleaf, realigned and widened on-ramps and off-ramps, and added signalized intersections at ramp termini. The project also included widening sidewalks and added bike lanes on State Route 82.

**STATUS SUMMARY:**

Caltrans Headquarters approved the Project Approval and Environmental Document and Plans, Specifications & Estimates (PS&E). Right of Way Certification was received on May 9, 2016. On June 28, 2016, the TA entered into a Cooperative Agreement with Caltrans and the City of San Mateo for the Construction phase of the project. Bids were opened on December 6, 2016. The Construction contract was awarded in January 2017 and Caltrans accepted the construction contract work on August 2, 2018. In December 2020, Caltrans and the City of San Mateo entered into a Cooperative Agreement to complete the highway landscaping, whose scope includes clearing and grubbing, light grading, installation of ground cover and tree planting, and irrigation improvements within the Caltrans Right-of-Way. City of San Mateo has completed the design for highway landscaping and irrigation improvements and is expected to advertise for construction in spring 2024 with estimated construction starting in summer 2024.

**BUDGET**

**CURRENT PHASE BUDGET:**

Funding Agency	Current Approved Budget	Expended to Date	Remaining Budget	% Expended of Budget	Estimate at Completion (EAC)	Variance at Completion
TA	\$16,356,650	\$14,973,103	\$1,383,547	92%	\$16,356,650	\$0
Federal	\$1,980,000	\$1,980,000	\$0	100%	\$1,980,000	\$0
State	\$5,050,000	\$5,047,826	\$2,174	100%	\$5,050,000	\$0
City	\$1,181,535	\$1,181,535	\$0	100%	\$1,181,535	\$0
<b>Total Project</b>	<b>\$24,568,185</b>	<b>\$23,182,464</b>	<b>\$1,385,721</b>	<b>94%</b>	<b>\$17,538,185</b>	<b>\$0</b>

**SCHEDULE:**

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
PS&E (landscaping)	07/01/17	02/01/22	07/01/17	02/01/22	07/01/17	12/31/23
Construction (Landscaping)	09/01/22	12/01/27	09/01/22	12/01/27	08/01/24	08/31/28

**PROGRESS THIS QUARTER:**

1. Caltrans issued encroachment permit in February 2024.

**FUTURE ACTIVITIES:**

1. City to advertise highway landscaping for construction in spring 2024.
2. Start construction of highway landscaping in summer 2024.

**KEY ISSUES:**

None.

**AGREEMENT HISTORY:**

Agreement/MOU	Executed Date	Expiration Date	Scope Completion Date	Description
Funding Agreement	04/04/22	12/30/27		Board Resolution No. 2015-19

**PROJECT: HIGHWAY 1 (SR 1) SAFETY AND OPERATIONAL IMPROVEMENTS**

Project ID: 000823

Sponsor: City of Half Moon Bay  
 Implementing Agency: City of Half Moon Bay  
 SMCTA Role: Funding Agency  
 Current Phase: Construction (Activity 16)  
 Future Funded Phases: None

**PHASE OVERVIEW:**  
 Construction phase for safety and operational improvements along Highway 1 (SR 1)

**STATUS OVERVIEW:**

Percent Complete:		20%	
Quarter	Schedule	Budget	Funding
Current			
Previous			

**PROJECT DESCRIPTION:**

Project will widen Highway 1 (SR 1) from two lanes to four lanes from Silver Ave/Grand Boulevard to Grandview Boulevard. Frontage Road will be extended to connect with Terrace Avenue and a new coordinated signal will be installed at SR-1/Terrace Avenue. A multi-use side path will be installed on the north side of SR-1. Landscaping improvements will be installed in a new raised median. Bus stops will be rebuilt and connected to pathways on both sides of the highway.

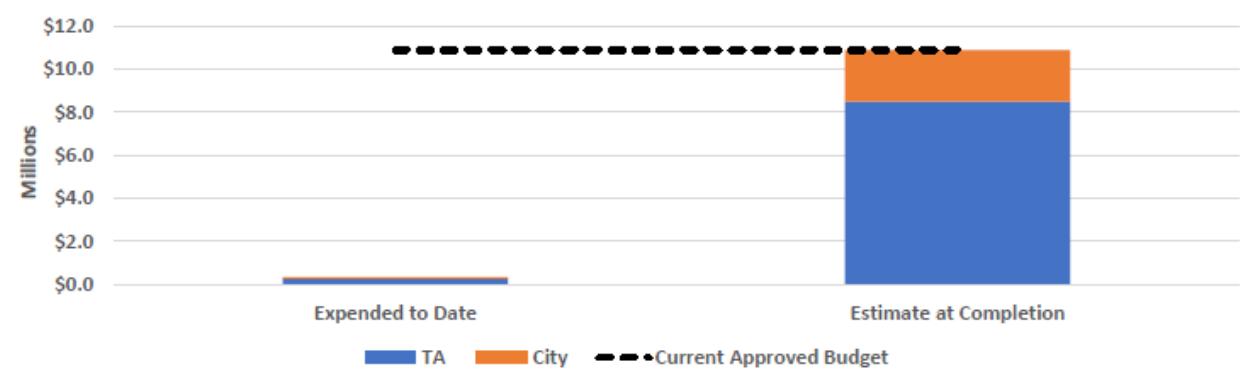
The Project will reduce delays and address a bottleneck on Highway 1 by increasing intersection capacity, improving merge areas, and consolidating cross-street turning movements. Improved intersection designs will reduce queuing, provide dedicated turn lanes to access local neighborhoods, and provide new pedestrian/bicycle crossing opportunities of the highway. Three residential neighborhoods on the north side of the Highway will also now be able to access downtown Half Moon Bay and multiple schools with the new side path.

**STATUS SUMMARY:**

The City is completing the final utility relocations in order to be ready for construction bidding. Approved plans were modified for the Class I path to avoid relocation of 4 PG&E poles due to PG&E insistence for aerial easement at Beachwood property. The City has applied to Caltrans for design exception (Design Standard Decision Document) to move the Class I path closer to the Highway 1 to avoid relocation of 4 out of 7 utility poles which carry electric power lines and communication lines. All other utilities including the main gas lines, the water lines and hydrants have been relocated. The temporary construction easement has been executed for a period of 3 years. Riparian plans as mitigation for the biological impacts have been completed. Wastewater Discharge Report and fees was submitted to the Water Quality Control Board for the extension of a drainage inlet need for the Class I path alignment.

The City has prepared a new landscape plan incorporating ultra-low water need plants and increased decomposed granite areas as hardscape. The City presented the project update to the Planning Commission per the Coast Development Permit as required by the conditions of the CDP and received positive feedback to proceed. Once all utility relocations are completed, Caltrans will issue the final encroachment permit and the City will be able to advertise the project for construction.

The City is coordinating this project with the Caltrans State Highway Operation and Protection Program (SHOPP) project for Highway 1 which includes paving, re-stripping and Class II bike lanes on the existing shoulders. The Caltrans SHOPP project is planned during the same construction period as this project and requires extensive coordination so work conflicts are avoided.

**BUDGET**

**CURRENT PHASE BUDGET:**

Funding Agency	Current Approved Budget	Expended to Date	Remaining Budget	% Expended of Budget	Estimate at Completion (EAC)	Variance at Completion
TA	\$8,475,000	\$258,519	\$8,216,481	3%	\$8,475,000	\$0
City	\$2,400,000	\$82,826	\$2,317,174	3%	\$2,400,000	\$0
<b>Total Project</b>	<b>\$10,875,000</b>	<b>\$341,345</b>	<b>\$10,533,655</b>	<b>3%</b>	<b>\$10,875,000</b>	<b>\$0</b>

**SCHEDULE:**

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
Utility Relocations	08/01/22	06/30/23	09/01/22	06/30/23	09/01/22	12/30/23
ROW Certification	12/01/22	05/30/23	12/01/22	05/30/23	12/01/22	12/30/23
Encroachment/Regulatory Permits	05/01/20	07/30/22	05/01/20	07/30/23	05/01/20	12/30/23
Advertise/Award Construction	07/01/23	07/30/23	09/01/23	09/30/23	04/01/24	06/30/24
Construction	09/01/23	09/30/25	11/01/23	11/30/25	08/01/24	06/30/26

**PROGRESS THIS QUARTER:**

- Approved plans were modified for the Class I path to avoid relocation of 4 PG&E poles due to PG&E insistence for aerial easement at Beachwood property.
- The City has applied to Caltrans for design exception to move the Class I path closer to the Highway 1 to avoid relocation of 4 out of 7 utility poles which carry electric power lines and communication lines. PG&E has completed the redesign of the electric lines to accommodate the change.
- The City continues coordinating with the upcoming Caltrans SHOPP project for Highway 1 improvements to coordinate improvements and avoid duplicate efforts.
- The City submitted the Wastewater Discharge Report application and associated fees to the California Water Quality Control Board for a Water Discharge permit at Kehoe ditch for the extension of the inlet structure.

**FUTURE ACTIVITIES:**

- PG&E to obtain construction date from its vendor for pole relocations.
- City to submit Notice to Owners (NTO) for utility clearances.
- City to obtain approved WDR from CA Water Quality Control Board.
- City to coordinate construction dates with Caltrans SHOPP project.
- City to coordinate approval of DSDD with Caltrans.
- City to amend design consultant agreement to include additional tasks for coordination with Caltrans SHOPP project, DSDD coordination and SamTrans bus stop upgrades.

**KEY ISSUES:**

None.

**AGREEMENT HISTORY:**

Agreement/MOU	Executed Date	Expiration Date	Scope Completion Date	Description
Funding Agreement	10/19/22	06/30/25	12/31/24	Board Resolution 2021-33 dated December 2, 2021

**PROJECT: US 101 MANAGED LANES NORTH I-380**

Project ID: 100302

Sponsor: C/CAG, SMCTA, Caltrans  
Implementing Agency: SMCTA  
SMCTA Role: Funding and Implementing Agency  
Current Phase: PAED (Activity 12)  
Future Funded Phases: PS&E (Activity 13)

**PHASE OVERVIEW:**

Project Approval and Environmental Document (PAED) to complete the managed lanes on US 101 from north of I-380 to San Mateo/San

**STATUS OVERVIEW:**

Percent Complete:		55%	
Quarter	Schedule	Budget	Funding
Current	<span style="color: yellow;">●</span>	<span style="color: green;">●</span>	<span style="color: green;">●</span>
Previous	<span style="color: green;">●</span>	<span style="color: green;">●</span>	<span style="color: green;">●</span>

**PROJECT DESCRIPTION:**

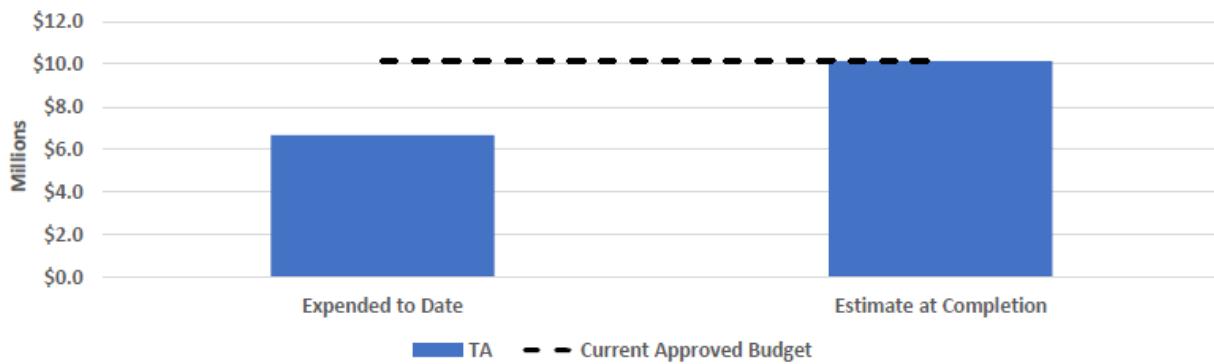
The Project Approval and Environmental Document phase for approximately 7-miles of managed lane (ML) facilities, defined as high-occupancy vehicle (HOV) lanes and/or high-occupancy toll (HOT) lanes, on northbound and southbound US 101 from one mile south of the of the US 101/Interstate 380 (I-380) Interchange to the San Mateo/San Francisco County Line. The PAED phase of the project is studying the project alternatives (no build, lane convert, and lane add). Caltrans is the authorizing agency to approve the environmental document.

The Project will reduce delays and improve travel time and reliability by providing new tolled or standard managed lanes for use by HOV3+ (vehicles w/ 3 or more occupants), motorcycles and transit for free and potentially other vehicles for a fee. It will encourage carpooling and transit use as an alternative to driving alone, increase person throughput, and reduce adverse impacts from cut-through traffic on local streets to avoid congestion on US 101. The Project closes the gap and will complete the planned ML system on US 101 within San Mateo County which spans from San Francisco County to Santa Clara County with a possible extension into San Francisco County.

**STATUS SUMMARY:**

The Project Study Report-Project Development Support (PSR-PDS) was approved by Caltrans on October 18, 2019. Various environmental studies have already been approved with final approvals pending for two technical studies. Tasks such as traffic engineering analysis, environmental studies, and geometrical approval drawings are being prepared. Caltrans also recently required further traffic analysis and a safety assessment of the corridor. The traffic forecasting data for future year scenarios has incurred delays in review and approval by Caltrans. So, the traffic operations analysis report is behind schedule by 6 months. The schedule in the traffic light summary above been updated to Yellow (from Green).

The project team completed the value engineering analysis with subject matter experts and submitted it for Caltrans review and approval. The team is currently evaluating traffic data for each of the on-ramps along the study corridor to document any nonstandard design features. The team is continuing coordination with the City of South San Francisco regarding proposed project improvements within the City limits as well as any potential modifications to development projects along Dubuque Ave. The project team had several focused meetings with Union Pacific Railroad and Caltrain for potential modifications to overhead crossings at two locations. The ROW and trackage rights are owned by Caltrain and hence the approval of potential modifications is with Caltrain.

**BUDGET**

**CURRENT PHASE BUDGET:**

Funding Agency	Current Approved Budget	Expended to Date	Remaining Budget	% Expended of Budget	Estimate at Completion (EAC)	Variance at Completion
TA	\$10,150,000	\$6,670,996	\$3,479,004	66%	\$10,150,000	\$0
<b>Total Project</b>	<b>\$10,150,000</b>	<b>\$6,670,996</b>	<b>\$3,479,004</b>	<b>66%</b>	<b>\$10,150,000</b>	<b>\$0</b>

**SCHEDULE:**

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
PAED	12/16/19	01/31/22	11/02/20	10/31/24	11/02/20	05/16/25

**PROGRESS THIS QUARTER:**

- Received 2030 and 2050 forecast comments from Caltrans and provided responses.
- Worked with the team to prepare the VMT memorandum and submit to Caltrans. Presented the VMT analysis results to Caltrans HQ Sustainability team to facilitate the review of the VMT memo.
- Summarized HOV 2+ and HOV 3+ data for opening year 2030 and 2050 conditions, completed qualitative assessment of HOV lane operations.
- Summarized ramp and local segment data and analysis to assist the design team on Bayshore connector ramp and improve bike/ped circulation. The project team had coordination meetings with local agencies and Caltrans.
- Received Caltrans comments on existing ramp intersection analysis results and submitted revisions for approval.
- Updated the Advance Planning Study (APS) structure plans for the SSF OH and Sierra Point OH as part of ongoing coordination with UPRR and Caltrain.
- Continued coordination with City of South San Francisco (SSF) regarding proposed project improvements within the City limits and in particular potential impacts to adjacent frontage streets including Dubuque Avenue and Airport Boulevard. Continued to evaluate right of way needs from private properties along Dubuque Avenue for Alt 1 – Lane Add.
- Finalized the draft Highway Safety Manual (HSM) qualitative analysis for Alt 1 – Lane Add and Alt 2 – Lane Convert and submitted to Caltrans for review.
- Finalized the draft VA Study Report and submitted to Caltrans for review.
- Resubmitted the final Air Quality Study report and Energy report and received approval.
- Summarized HOV data for opening year 2030 and 2050 conditions.
- Completed local intersections analysis for existing conditions and 2030.
- Continued to update the visual simulations that will be part of the Visual Impact Assessment (VIA) Report.

**FUTURE ACTIVITIES:**

- Prepare the Design Exception Matrix for Caltrans approval to include in the Draft Project Report.
- Final Caltrans approval of the Noise Report and Visual Impact Analysis reports.
- Revise the VMT memo and resubmit to Caltrans for approval.
- Continue evaluating a potential soundwall on Airport Boulevard.
- Refine the Traffic Operational Analysis Report.
- Continue working on the Administrative Draft Environmental Impact Report/Environmental Assessment (ADEIR/EA)

**KEY ISSUES:**

- The schedule has been impacted by 6 months due to delays in approval of traffic forecasting data by Caltrans.

**AGREEMENT HISTORY:**

Agreement/MOU	Executed Date	Expiration Date	Scope Completion Date	Description
RESO Funding (PAED)	10/01/15	N/A	N/A	Board Resolution No. 2015-19 - funding for PAED
RESO Funding (PAED)	11/07/19	N/A	N/A	Board Resolution No. 2019-29 - additional funding for PAED
MOU - C/CAG	03/06/20	07/31/22	01/31/22	Established TA and C/CAG as sponsoring, funding and implementing agencies for PA&ED phase
MOU Amendment #1 - C/CAG	04/11/24	12/31/25	07/31/25	Extended the term of the MOU
Cooperative Agreement No. 04-2781 -TA, CCAG, Caltrans	12/18/20	N/A	N/A	Established TA and C/CAG as co-sponsors, TA as implementing agency, Caltrans as environmental lead
RESO Funding (PS&E)	12/02/21	N/A	N/A	Board Resolution No. 2021-33 - allocated \$11.323M for PS&E
RESO Funding (PAED, PS&E)		N/A	N/A	Board Resolution No. 2023-26 dated December 7, 2023

**PROJECT: US 101/SR 92 INTERCHANGE AREA IMPROVEMENTS**

Project ID: 100318

Sponsor: C/CAG, SMCTA

Implementing Agency: Caltrans

SMCTA Role: Funding Agency

Current Phase: PS&amp;E, ROW &amp; Construction (Activities 13, 14 and 16)

Future Funded Phases: None

**PHASE OVERVIEW:**

Plans, Estimates and Specifications (PS&E), Right of Way (ROW), and Construction for US 101/State Route 92 Interchange Area Improvements

**STATUS OVERVIEW:**

Percent Complete:		20%	
Quarter	Schedule	Budget	Funding
Current			
Previous			

**PROJECT DESCRIPTION:**

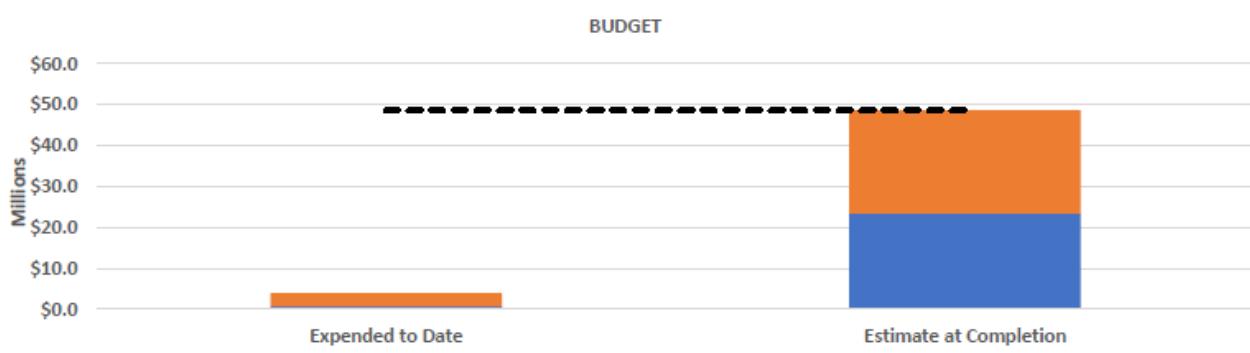
The project will identify the short-term improvements to improve traffic safety and increase mobility at the vicinity of the US 101/SR 92 interchange. The improvements include constructing an additional lane from westbound SR 92 to southbound US 101 connector ramp, modifying lane merge from US 101 connector ramps to eastbound SR 92, modifying southbound US 101 Fashion Island Boulevard exit ramp, and modifying the US 101 Hillsdale Boulevard exit ramp.

The proposed improvements will improve traffic flow and safety and alleviate congestion at existing bottlenecks within the interchange, reducing spillover onto local streets. The northbound US 101 off ramp at Hillsdale will increase storage capacity of the ramp and improve traffic flow by reducing backups on US 101.

**STATUS SUMMARY:**

The Project Study Report - Project Development Support was approved by Caltrans on October 29, 2019. Caltrans completed the Project Approval-Environmental Document (PAED) phase in September 2021; the Plans, Specifications & Estimates phase in December 2023.

In January 2024, the TA and the City/County Association of Governments (C/CAG) entered into agreement with Caltrans to establish Caltrans as implementing agency for the construction phase. Caltrans has since been preparing to advertise the construction contract for bids in summer 2024. As project co-sponsors, the TA and C/CAG jointly submitted an allocation request to the Metropolitan Transportation Commission for Regional Measure 3 funds to provide matching funds for the TA's Measure A contribution on this project.



Funding Agency	Current Approved Budget	Expended to Date	Remaining Budget	% Expended of Budget	Estimate at Completion (EAC)	Variance at Completion
TA	\$23,413,000	\$786,427	\$22,626,573	3%	\$23,413,000	\$0
C/CAG (State Transportation Improvement Program)	\$4,885,000	\$3,144,253	\$1,740,747	64%	\$4,885,000	\$0
MTC (Regional Measure 3)	\$19,277,000	\$0	\$19,277,000	0%	\$19,277,000	\$0
Federal Earmark	\$1,000,000	\$0	\$1,000,000	0%	\$1,000,000	\$0
<b>Total Project</b>	<b>\$48,575,000</b>	<b>\$3,930,680</b>	<b>\$44,644,320</b>	<b>8%</b>	<b>\$48,575,000</b>	<b>\$0</b>

#### SCHEDULE:

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
PS&E	03/01/22	08/01/23	03/01/22	08/01/23	03/01/22	12/15/23
ROW	05/01/22	05/01/24	05/01/22	05/01/24	05/01/22	05/01/24
CON	06/30/24	07/31/26	06/30/24	07/31/26	06/30/24	07/31/26

#### PROGRESS THIS QUARTER:

1. Executed the cooperative agreement for the construction phase.
2. Submitted a funding allocation request to the MTC for over \$19 million in Regional Measure 3 funding for construction.
3. Obtained Right of Way and Ready to List Certifications.
4. Initiated an amendment to the MOU with C/CAG to reflect the latest construction funding details.

#### FUTURE ACTIVITIES:

1. Prepare for advertising and bid opening.
2. Finalize the PS&E for Advanced Warning Signage
3. Set up mandatory Pre-Bid Small Business Meeting

#### KEY ISSUES:

1. There are potential cost and schedule impacts due to design needed for new advanced signage related to the proposed ramp metering. The PS&E package for this component is anticipated to be ready by the end of spring 2024 so that it can be included with the project advertisement as an addendum.

#### AGREEMENT HISTORY:

Agreement/MOU	Executed Date	Expiration Date	Scope Completion Date	Description
RESO Funding (PS&E, ROW, CON)	12/02/21	N/A	N/A	Board Resolution No. 2021-33
Cooperative Agreement 04-2836 - Caltrans/CCAG/TA	03/22/22	N/A	N/A	Establishes Caltrans as the implementing agency with C/CAG as co-sponsor and TA as funding agency for the PS&E and ROW phase
MOU - CCAG/TA	04/01/22	06/30/27	12/31/26	Implementation of the PS&E, R/W, and Construction Phases using Measure A and Regional Measure 3 funds
RESO Funding (CON)	12/07/23	N/A	N/A	Board Resolution No. 2023-26
Cooperative Agreement 04-2944 - Caltrans/CCAG/TA	01/22/24	N/A	N/A	Establishes Caltrans as the implementing agency with C/CAG as co-sponsor and TA as funding agency for the Construction phase

**PROJECT: US 101/SR 92 DIRECT CONNECTOR**

Project ID: 100319

**Sponsor:** C/CAG, TA  
**Implementing Agency:** SMCTA  
**SMCTA Role:** Funding and Implementing Agency  
**Current Phases:** PAED (Activity 12)  
**Future Funded Phases:** None

**PHASE OVERVIEW:**

Project Approval and Environmental Document (PAED) for high-managed lane direct connectors between US 101 & SR 92

**STATUS OVERVIEW:**

Percent Complete:		5%	
Quarter	Schedule	Budget	Funding
Current	<span style="color: yellow;">●</span>	<span style="color: green;">●</span>	<span style="color: green;">●</span>
Previous	<span style="color: yellow;">●</span>	<span style="color: green;">●</span>	<span style="color: green;">●</span>

**PROJECT DESCRIPTION:**

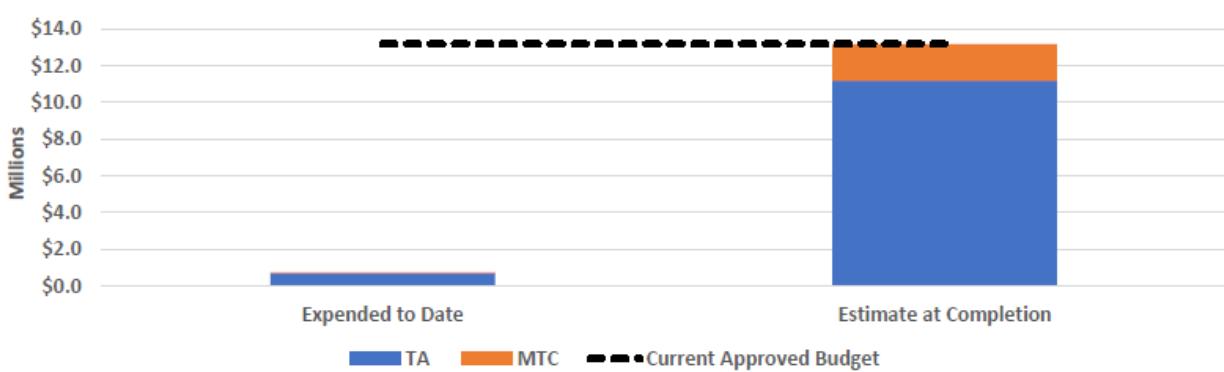
The project will identify and build the long-term improvements to address traffic congestion and increase mobility at the US 101/SR 92 interchange. The project will study managed lane direct connectors from SR 92 to northbound and southbound US 101.

The proposed managed lane direct connectors will allow high-occupancy vehicles (HOV) and other express lane users to bypass congestion in general purpose lanes, encouraging carpooling and promoting transit. The proposed improvements may also benefit cut through traffic on local streets.

**STATUS SUMMARY:**

Caltrans approved the Project Study Report-Project Development Support (PSR-PDS) document in November 2020. The approved PSR-PDS serves as the Project Initiation Document and enabled the project to be advanced to the Project Approval and Environmental Document (PAED) phase. The TA Board approved the transfer of \$1,000,000 in remaining funds from the PSR-PDS phase to the PAED phase for critical path technical studies including traffic engineering studies and topographic survey work. These advanced PAED studies were completed in 2021.

In August 2023, the PAED phase re-commenced with the execution of a work directive with Kimley-Horn & Associates to provide professional services for development of the Project Report and environmental document. The project team has since completed initial traffic data collection, initiated preliminary engineering, and are focusing on preparing for the environmental scoping period.

**BUDGET**

**CURRENT PHASE BUDGET:**

Funding Agency	Current Approved Budget	Expended to Date	Remaining Budget	% Expended of Budget	Estimate at Completion (EAC)	Variance at Completion
TA	\$11,170,776	\$699,710	\$10,471,066	6%	\$11,170,776	\$0
MTC (Regional Measure 3)	\$2,000,000	\$32,295	\$1,967,705	2%	\$2,000,000	\$0
<b>Total Project</b>	<b>\$13,170,776</b>	<b>\$732,005</b>	<b>\$12,438,771</b>	<b>6%</b>	<b>\$13,170,776</b>	<b>\$0</b>

**SCHEDULE:**

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
PAED	10/01/22	09/30/24	10/01/22	09/30/24	10/01/22	11/30/26

**PROGRESS THIS QUARTER:**

1. Refined the project alternatives to identify potential impacts and nonstandard features.
2. Finalized the scoping meeting public participation plan.
3. Continued traffic data collection.
4. Prepared Notice of Preparation (NOP) and scoping materials.

**FUTURE ACTIVITIES:**

1. Issue NOP and initiate scoping period.
2. Begin environmental studies.
3. Refine traffic forecast model.
4. Develop outline for concept of operations.

**KEY ISSUES:**

None.

**AGREEMENT HISTORY:**

Agreement/MOU	Executed Date	Expiration Date	Scope Completion Date	Description
Cooperative Agreement 04-2802 - Caltrans/CCAG/TA	01/25/21	N/A	N/A	Establishes TA as implementing agency with C/CAG as co-sponsor; and Caltrans providing oversight for the PAED phase
MOU - CCAG/TA	07/20/22	03/31/25	09/30/24	Implementation of the PAED Phase using Measure A and Regional Measure 3 funds per TA Resolution No. 2021-33 dated 12/02/21

**PROJECT: SR 1/MANOR DRIVE OVERCROSSING IMPROVEMENTS**

Project ID: 100321

Sponsor: City of Pacifica  
Implementing Agency: City of Pacifica  
SMCTA Role: Funding Agency  
Current Phase: PAED (Activity 12)  
Future Funding Phases:

**PHASE OVERVIEW:**  
Project Approval and Environmental Document (PAED) phase to modify the Manor Drive overcrossing of SR 1 and associated improvements.

**STATUS OVERVIEW:**

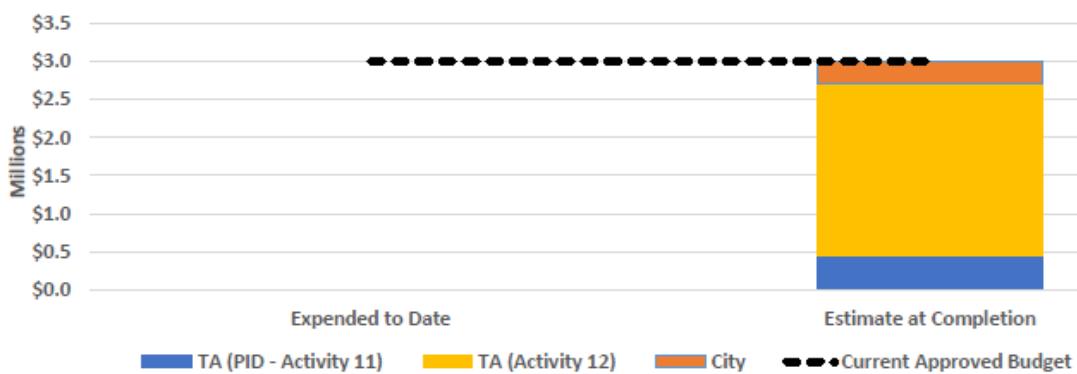
Percent Complete:		57%	
Quarter	Schedule	Budget	Funding
Current	<span style="color: yellow;">●</span>	<span style="color: green;">●</span>	<span style="color: green;">●</span>
Previous	<span style="color: yellow;">●</span>	<span style="color: green;">●</span>	<span style="color: green;">●</span>

**PROJECT DESCRIPTION:**

The Project will widen the overcrossing structure and flare the curb returns. The wider pavement will allow for increased lane widths to better accommodate larger vehicles, while the flared curb returns will ensure the safe right turns of SamTrans buses and trailer trucks that currently have to encroach onto the opposing lane. The Project will also provide sidewalks, bike lanes, and two bus stops including shelters on the widened Manor Drive overcrossing. New signals equipped with pedestrian heads will replace the stop controls at Manor Drive/Palmetto Avenue and Manor Drive/Oceana Boulevard, along with improved crosswalk markings and ADA compliant curb ramps. The Project will also establish bike lanes on Manor Drive, Oceana Drive and Milagra Drive in the Project area. To the south of the Manor Drive overcrossing, the project will construct an on-ramp to northbound SR 1 at Milagra Drive and Oceana Boulevard. This is to allow local traffic to access northbound SR 1 without traveling through the Manor Drive/Oceana Boulevard intersection. Aesthetic treatments of the Manor Drive overcrossing railing, barriers, retaining walls, landscaping, hardscaping and upgraded lighting will be developed in coordination with Caltrans.

**STATUS SUMMARY:**

The project kickoff for the PID phase was held on 8/19/2022 and the PID phase was approved in July 2023. The PAED phase of the project has begun and will be completed by July 2025. The kick-off meeting for the PAED phase was held on 8/21/23. Two build alternatives have been identified. Additional public meetings will be scheduled as part of the environmental process.

**BUDGET**

**CURRENT PHASE BUDGET:**

Funding Agency	Current Approved Budget	Expended to Date	Remaining Budget	% Expended of Budget	Estimate at Completion (EAC)	Variance at Completion
TA (PID - Activity 11)	\$450,000	\$0	\$450,000	0%	\$450,000	\$0
TA (PAED - Activity 12)	\$2,250,000	\$0	\$2,250,000	0%	\$2,250,000	\$0
City	\$300,000	\$0	\$300,000	0%	\$300,000	\$0
<b>Total Project</b>	<b>\$3,000,000</b>	<b>\$0</b>	<b>\$3,000,000</b>	<b>0%</b>	<b>\$3,000,000</b>	<b>\$0</b>

**SCHEDULE:**

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
PID	05/01/22	11/30/22	05/06/22	03/15/23	05/06/22	04/15/23
PAED	12/31/22	06/30/24	04/01/23	08/30/24	08/21/23	07/30/25

**PROGRESS THIS QUARTER:**

1. Continue developing the Design Alternatives.
2. Finalized the draft existing conditions report and submitted to Caltrans.
3. Scheduled and attended a design focus meeting with Caltrans Ped and Bike, Traffic Safety and Design.
4. Scheduled and attended a meeting with North County Fire and City.

**FUTURE ACTIVITIES:**

1. Continue to Develop and Evaluate Design Alternatives.
2. Continue working on the Environmental studies.
3. Schedule PDT meeting with Caltrans.
4. Begin the engineering studies.
5. Schedule traffic focused meeting.

**KEY ISSUES:**

None.

**AGREEMENT HISTORY:**

Funding Agreement (FA)	Executed Date	Expiration Date	Scope Completion Date	Description
Funding Agreement	03/09/22	12/31/24	06/24/24	Board Resolution 2021-33 dated 12/2/2021, funding for PID and PAED
Amendment #1	TBD	06/30/27	12/31/26	Will update funding breakdown between PID (\$547,336.80) and PAED (\$2,152,663.20) and extend the time of performance to 12/31/26

## PROJECT: DUMBARTON ROADWAY IMPROVEMENTS

Project ID: 100662

Sponsors: C/CAG & County of San Mateo  
Implementing Agency: C/CAG  
SMCTA Role: Funding Agency  
Current Phase: Pre-PID (Activity 11)  
Future Funded Phases: None

### PHASE OVERVIEW:

Technical analysis to inform the Project Initiation Document (PID) for improved connectivity between the US 101 Express Lanes and the Dumbarton Bridge

### STATUS OVERVIEW:

Percent Complete:		5%	
Quarter	Schedule	Budget	Funding
Current	<span style="color: red;">●</span>	<span style="color: green;">●</span>	<span style="color: green;">●</span>
Previous	<span style="color: red;">●</span>	<span style="color: green;">●</span>	<span style="color: green;">●</span>

### PROJECT DESCRIPTION:

The Project will analyze options to provide managed lane roadway facilities for express buses, other transit, shuttles, and high occupancy vehicles (HOV) to reduce vehicle congestion, greenhouse gas emissions, and increase person throughput in this congested corridor for Highways 101, 84, 114, and 109. Additionally, the Project will analyze improvements to pedestrian and bike safety, connections to and along the Bayfront for commuting and recreation, and strategies to reduce transportation impacts on the local community.

The Project will assess congestion relief based on various proposed designs that will be studied as part of this effort which promote high occupancy vehicle and express transit improvements. The goal is to reduce congestion delay and queuing, encourage more commuters to switch modes from driving alone to HOV options, increase person throughput, and provide comfortable options for people to walk and bicycle in the project area.

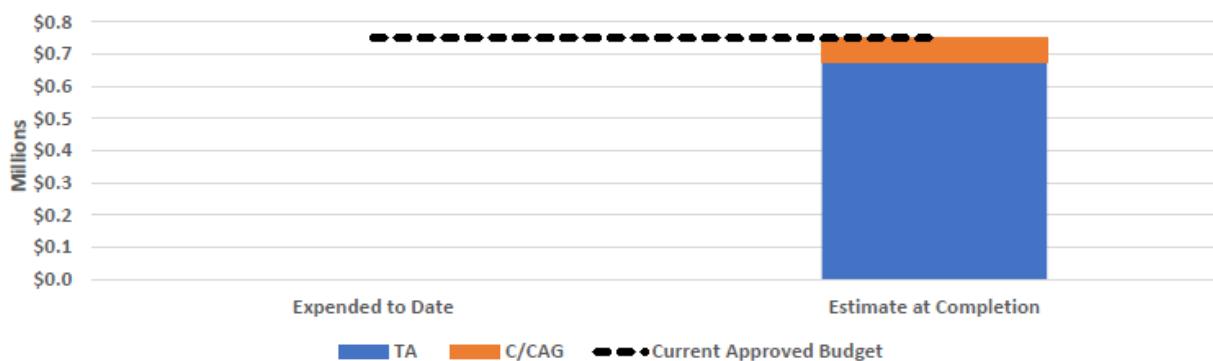
### STATUS SUMMARY:

Measure W funding was programmed and allocated for this project in December 2021. The project sponsor, C/CAG, intended to begin work towards the pre-Project Initiation Document (PID) phase. This phase would involve convening a project stakeholder group and using existing studies and focused data to identify potential alternatives and challenges to be analyzed in the PID phase. This work would also entail public outreach as needed/appropriate.

Delays in progress towards the pre-PID phase has pushed the anticipated schedule for PID phase work beyond the timely use of funds guidelines. As such, the TA Board deprogrammed and deallocated \$3.825 million of funding in December 2023 that was relinquished by C/CAG for the PID phase.

No further progress has since been made with the pre-PID phase, rendering the remainder of funds at risk. TA staff will issue final communication with C/CAG indicating that these funds will be deprogrammed and deallocated. TA staff will also coordinate with the San Mateo County Economic Development Association (SAMCEDA) to ensure local match funds will be reappropriated to other work in the City. This will be the final status report for this project.

### BUDGET



**CURRENT PHASE BUDGET:**

Funding Agency	Current Approved Budget	Expended to Date	Remaining Budget	% Expended of Budget	Estimate at Completion (EAC)	Variance at Completion
TA	\$675,000	\$306	\$674,694	0%	\$675,000	\$0
C/CAG	\$75,000	\$0	\$75,000	0%	\$75,000	0%
<b>Total Project</b>	<b>\$750,000</b>	<b>\$306</b>	<b>\$749,694</b>	<b>0%</b>	<b>\$750,000</b>	<b>\$0</b>

**SCHEDULE:**

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
Pre-PID	09/01/22	02/01/24	04/01/23	01/01/24	11/01/23	12/31/24

**PROGRESS THIS QUARTER:**

1. None.

**FUTURE ACTIVITIES:**

1. Issue final communication to C/CAG regarding deallocation of the remainder of funds.
2. Seek TA Board action to deallocate the remainder of funds.

**KEY ISSUES:**

1. Coordination among the stakeholders and staff capacity continues to be a constraint for project delivery.

**AGREEMENT HISTORY:**

Funding Agreement (FA)	Executed Date	Expiration Date	Scope Completion Date	Description
Original FA - CCAG/TA	05/16/22	06/30/24	02/28/24	Board Resolution No. 2021-33 dated 12/02/21 - Establishes C/CAG as the implementing agency
Request for Extension	10/10/22	N/A	02/28/24	Extension of the project commencement to April 2023 due to extensive interagency coordination efforts needed

## PROJECT: MOSS BEACH - SR 1 CONGESTION & SAFETY IMPROVEMENTS

Project ID: 100663

Sponsor: County of San Mateo, Caltrans  
 Implementing Agency: SMCTA  
 SMCTA Role: Funding and Implementing Agency  
 Current Phase: PID (Activity 11)  
 Future Funded Phases: PAED (Activity 12)

**PHASE OVERVIEW:**  
 Project Initiation Document (PID) phase of congestion and safety improvements on SR 1 between 16th Street and Cypress Avenue.

### STATUS OVERVIEW:

Percent Complete:		100%	
Quarter	Schedule	Budget	Funding
Current			
Previous			

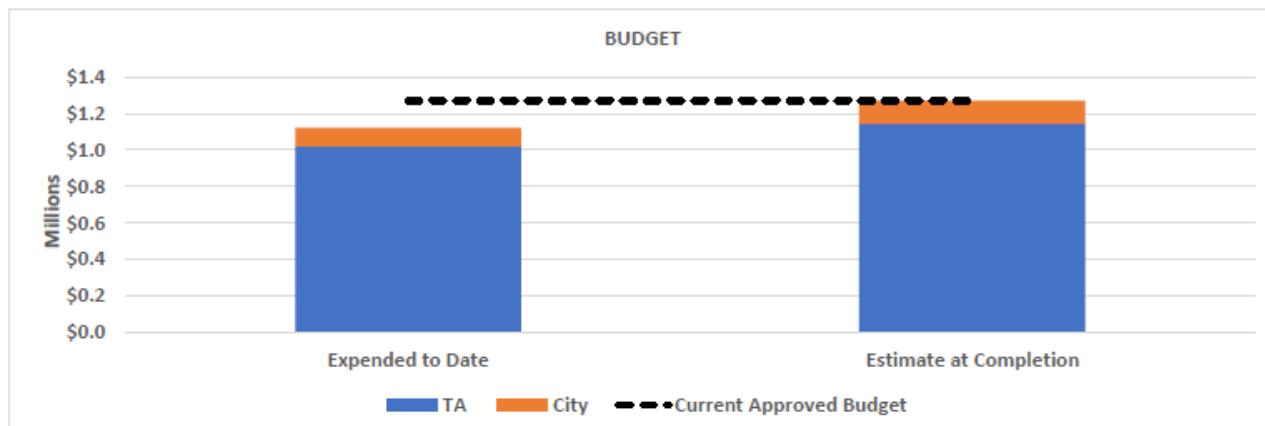
### PROJECT DESCRIPTION:

The project segment of State Route (SR) 1 is bounded by 16th Street at the northerly end and by Cypress Avenue at the southerly end. The project is to improve multi-modal traffic operations and safety along the project segment of SR 1, including at the three primary intersections of SR 1/16th Street, SR 1/California Avenue, and SR 1/Cypress Avenue in the unincorporated County Moss Beach area. The scope of work includes the preparation of the Project Initiation Document (PID), Project Study Report/Project Development Support (PSR-PDS), and the encroachment permit.

### STATUS SUMMARY:

The project is being coordinated with the County of San Mateo and Caltrans with the TA serving as the implementing agency. The final Preliminary Project Study (PPS) report was completed. The PID phase of the project was initiated in August 2022 and is anticipated to complete by the end of March 2024. Three build alternatives were identified and the PSR-PDS identifies the types of environmental documents needed to advance the project to the environmental study phase. Caltrans approved the PID in February 2024.

The Project was awarded funding in December 2023 for the Project Approval and Environmental Document (PA&ED) phase. This phase will include more detailed studies to determine design exceptions, more detailed cost estimating, advanced planning studies for structures, traffic studies and drainage report and include additional outreach with the community and Caltrans to identify a preferred alternative. This stage of the process typically takes 18 to 24 months. In March 2024, the TA published the Request for Proposal and awarded a contract to consultant AECOM, and issued the Notice to Proceed on May 2024.



**CURRENT PHASE BUDGET:**

Funding Agency	Current Approved Budget	Expended to Date	Remaining Budget	% Expended of Budget	Estimate at Completion (EAC)	Variance at Completion
TA	\$1,145,000	\$1,018,530	\$126,470	89%	\$1,144,999	\$0
City	\$125,000	\$102,458	\$22,542	82%	\$124,999	\$0
<b>Total Project</b>	<b>\$1,270,000</b>	<b>\$1,120,988</b>	<b>\$149,012</b>	<b>88%</b>	<b>\$1,269,998</b>	<b>\$0</b>

**SCHEDULE:**

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
PID	05/01/22	01/28/23	08/22/22	11/28/23	08/22/22	03/31/24

**PROGRESS THIS QUARTER:**

1. Caltrans PID comments were addressed and approved in February 2024.

**FUTURE ACTIVITIES:**

1. Execute MOU for the PA&ED phase.
2. Award consultant contract to start the PA&ED phase.

**KEY ISSUES:**

None.

**AGREEMENT HISTORY:**

Agreement/MOU	Executed Date	Expiration Date	Scope Completion Date	Description
RESO (PID funding)	12/02/21	N/A	N/A	Board Resolution 2021-33
Cooperative Agreement	06/28/22	N/A	N/A	Establishes TA as sponsor and implementing agency for PID
MOU TA/County of San Mateo	06/22/22	06/30/24	03/31/24	Provide project initiation document (PID)
MOU Amendment	08/17/22	12/30/24	08/31/24	Schedule extension requested from sponsor
RESO (PAED funding)	12/07/23	N/A	N/A	Board Resolution 2023-33

**PROJECT: COLMA - EL CAMINO REAL BICYCLE & PEDESTRIAN IMPROVEMENTS**

Project ID: 100664

Sponsor: Town of Colma, City of South San Francisco, Caltrans  
Implementing Agency: Town of Colma  
SMCTA Role: Funding Agency  
Current Phases: PID (Activity 11)  
Future Funded Phases: PAED (Activity 12)

**PHASE OVERVIEW:**

Project Study Report-Project Development Support (PSR-PDS) for bicycle and pedestrian improvements along El Camino Real (ECR)

**STATUS OVERVIEW:**

Percent Complete:		25%	
Quarter	Schedule	Budget	Funding
Current			
Previous			

**PROJECT DESCRIPTION:**

The Project is to develop a Project Study Report-Project Development Support (PSR-PDS) for El Camino Real within the Town of Colma between Albert M Teglia Boulevard at the northerly end, and Arlington Drive at the southerly end. The PSR-PDS will serve as the Project Initiation Document (PID) for this Project. The PID identifies the Project need and purpose, stakeholder inputs, project alternatives, anticipated right-of-way requirements, preliminary environmental analysis, initial cost estimates, and potential funding sources. The PSR-PDS will also identify the type of environmental documents to be prepared to move into the Project Approval and Environmental Document (PAED) phase.

**STATUS SUMMARY:**

On February 1, 2023, the Town of Colma released a Request for Proposal (RFP) and procured a consultant to start the project work. The professional services agreement was executed between the Town and the consultant on March 30, 2023. The project area has been extended southward from the original limits at Arlington Drive to Hickey Boulevard in the City of South San Francisco (Segment C) to expand pedestrian and cyclist connections along the corridor. The TA approved extension of the project limits in the PSR-PDS phase. The addition of Segment C increased the project costs by 15% which will be covered by the already approved Measure W funds awarded to the Town of Colma. Due to the inclusion of Segment "C", the project schedule has been adjusted, setting the new completion date for the PSR-PDS phase in September 2023.

The project team developed an Alternative 2 to explore the feasibility of keeping the existing three travel lanes in Segment A by narrowing the existing 28'-wide median. Both alternatives were submitted to project stakeholders for input.

The project remains on schedule to be completed by September 2024 in order to align with Caltrans' SHOPP project schedule.

**BUDGET**

**CURRENT PHASE BUDGET:**

Funding Agency	Current Approved Budget	Expended to Date	Remaining Budget	% Expended of Budget	Estimate at Completion (EAC)	Variance at Completion
TA	\$1,800,000	\$326,579	\$1,473,421	18%	\$1,800,000	\$0
City	\$200,000	\$53,029	\$146,971	27%	\$200,000	\$0
<b>Total Project</b>	<b>\$2,000,000</b>	<b>\$379,608</b>	<b>\$1,620,392</b>	<b>19%</b>	<b>\$2,000,000</b>	<b>\$0</b>

**SCHEDULE:**

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
PSR-PDS	12/15/22	05/31/24	04/03/23	09/13/24	04/03/23	09/20/24

**PROGRESS THIS QUARTER:**

1. Completed utility mapping and identification of right-of-way needs.
2. Completed funding analysis memo.
3. Continued working on technical studies – Initial Engineering Analysis.
4. Continued working on PSR-PDS Admin Draft.

**FUTURE ACTIVITIES:**

1. Complete technical study updates.
2. Complete PSR-PDS Admin Draft.

**KEY ISSUES:**

None.

**AGREEMENT HISTORY:**

Agreement/MOU	Executed Date	Expiration Date	Scope Completion Date	Description
Funding Agreement	12/15/22	10/31/24	05/31/24	Board Resolution 2021-33 dated December 2, 2021
Funding Agreement	04/29/24	06/30/26	12/31/25	Board Resolution 2023-26 dated December 7, 2023

## Caltrain – Grade Separation & Oversight Projects

### CALTRAIN GRADE SEPERATION PROJECTS - PERFORMANCE STATUS DEFINITIONS

	Event Trigger	Range & Limits	Status
Budget <sup>(1)</sup>	(a) CPI (Only if Progress >5%) <sup>(3)</sup>	CPI < 0.95	Red
		CPI >= 0.95 and < 0.98	Yellow
		CPI >= 0.98	Green
	(b) EAC greater than Approved Budget	10% or more; or \$2M or more	Red
		Up to 10% or less or up to \$2M or less	Yellow
		EAC <= budget	Green
Schedule <sup>(1)</sup>	(a) SPI (Only if Progress >5%) <sup>(3)</sup>	SPI < 0.95	Red
		SPI >= 0.95 and < 0.98	Yellow
		SPI >= 0.98	Green
	(b) Major Milestones delay (Forecasted vs. Baseline) <sup>(2)</sup>	Delay > 6 months	Red
		Delay between 1-6 months	Yellow
		Early, on time, or delay < 1 month	Green
Funding <sup>(1)</sup>	Phase EAC <sup>(4)</sup> vs. Activated Funds	Activated Funds can only cover Projected Costs 6 months or less	Red
		Activated Funds can cover Projected Costs more than 6 months	Yellow
		Phase EAC <sup>(3)</sup> Equal or less than Activated Funds	Green

Notes:

1. For lights with more than one event trigger, the worst performing light will be shown.
2. Light color is based on the worst performing pending milestone (completed milestones are not considered).
3. SPI and CPI Criteria applies only after project progress exceeds 5%.

Earned Value Management has been implemented to measure project performance.

CPI (Cost Performance Index) = Earned Value / Actual Cost

SPI (Schedule Performance Index) = Earned Value / Planned Value

4. Phase EAC refers to the cumulative Estimate At Completion (EAC) up to the end of the current phase of the project.

**PROJECT: SAN MATEO REPLACEMENT PARKING TRACK (25TH AVE GS)**

Project ID: 000812

Sponsor: City of San Mateo  
 Implementing Agency: Caltrain  
 SMCTA Role: Funding Agency  
 Current Phase: Construction (Activity 16)  
 Future Funded Phases: None

**PHASE OVERVIEW:**  
 The project is in the Construction phase (Activity 16)

**STATUS OVERVIEW:**

Percent Complete:		15%	
Quarter	Schedule	Budget	Funding
Current			
Previous			

**PROJECT DESCRIPTION:**

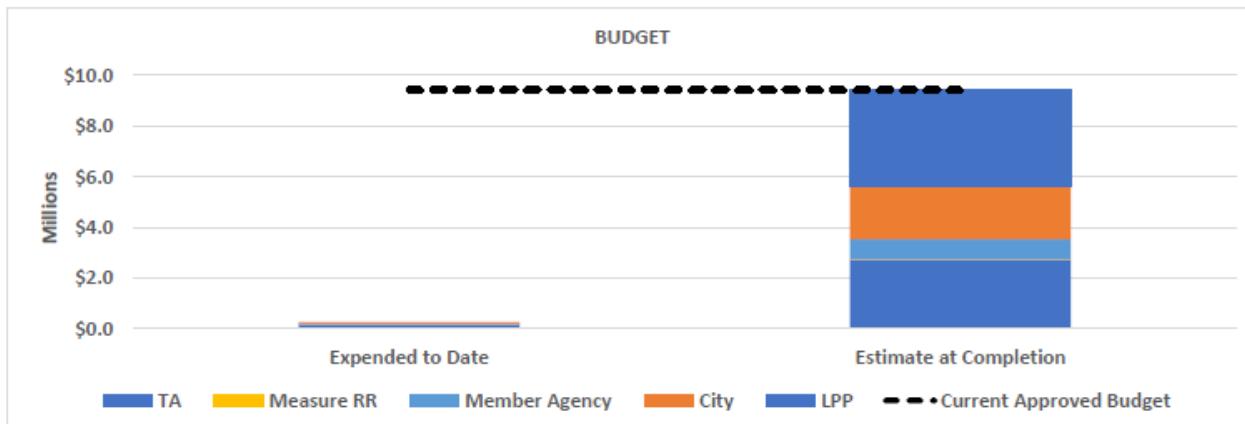
The project involves the preparation of an amendment to the previously-obtained environmental clearance report and final design of a "set out track" to replace the one that was removed in the Bay Meadows area to facilitate the construction of the 25th Ave Grade Separation Project. The track will be located between 10th and 14th Avenues, accessed from 9th Ave., approximately 1,000 feet in length and have a single switch.

The project will also involve the construction of an access road from 9th Ave. to 14th Ave., a 12-foot tall concrete screen wall with creeping fig vegetation along Railroad Ave. and associated landscaping, irrigation and new electrical and water service. Electrification and Rail Signal scope are not part of the base funding plan. Supplemental funding will be needed to implement these systems on the replacement parking track.

**STATUS SUMMARY:**

The construction contract was awarded by the JPB Board to Stacy and Witbeck, Inc. and full Notice to Proceed (NTP) was issued in March 2024. Construction is scheduled to be substantially complete by March 2025. Community outreach coordination is ongoing to provide Hayward Park residents updated information on the planned construction activities and schedule.

The 4th amendment to the Agreement between San Mateo County Transit Authority (SMCTA), City of San Mateo and JPB has been executed. The amendment authorized the transfer of \$1.5 M in remaining 25th Ave project funds to this project and provide an extension of the programmed funds previously authorized for this project. The formal agreement for the \$3.77 M in California Transportation Commission (CTC) Local Partnership Program (LPP) funding required for the remaining balance of funds needed on this project is in process between JPB and Caltrans.



**CURRENT PHASE BUDGET:**

Funding Agency	Current Approved Budget	Expended to Date	Remaining Budget	% Expended of Budget	Estimate at Completion (EAC)	Variance at Completion
TA	\$2,736,000	\$172,043	\$2,563,957	6%	\$2,736,000	\$0
Measure RR Capital	\$10,411	\$4,027	\$6,384	39%	\$10,411	\$0
Member Agency Funds	\$800,000	\$30,708	\$769,292	4%	\$800,000	\$0
City	\$2,100,000	\$64,275	\$2,035,725	3%	\$2,100,000	\$0
LPP	\$3,773,000	\$0	\$3,773,000	0%	\$3,773,000	\$0
<b>Total</b>	<b>\$9,419,411</b>	<b>\$271,053</b>	<b>\$9,148,358</b>	<b>3%</b>	<b>\$9,419,411</b>	<b>\$0</b>

**SCHEDULE:**

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
Construction	09/01/23	09/30/25	03/01/24	08/31/25	03/01/24	08/31/25

**PROGRESS THIS QUARTER:**

- 1.TA executed Amendment 4 to the MOU extending the term and approving the use of \$1.5 M Measure funds. The MOU between the City of San Mateo, JPB and the TA was extended to complete construction by August 2025 and closeout the project by Feb 2026.
2. The construction contract was awarded to Stacy and Witbeck, Inc (SWI) and an NTP was issued to start construction activities.
3. The project team is working with budgets/grants and Caltrans on executing a Program Supplement Agreement (PSA) for \$3.77M in LPP funds. The team also requested a pre-approval spending authority while the formal PSA is in process.
4. The project team reviewed Construction Management Service proposals and negotiated an agreement with the selected firm.
5. Ongoing coordination with Community Outreach and Govt Affairs to update on anticipated start of construction activities.
6. The project team submitted and received the tree removal permit from the City of San Mateo.
7. The work directive proposal submitted by TASI was accepted to provide construction support services.

**FUTURE ACTIVITIES:**

1. Execute a program supplement agreement with Caltrans for use of \$3.77M in LPP funds.
2. SWI will mobilize and begin heritage tree removals, site clearing, and grading activities.

**KEY ISSUES:**

None.

**AGREEMENT HISTORY:**

Agreements/MOU	Executed Date	Expiration Date	Scope Completion Date	Description
Original MOU	10/06/16	N/A	N/A	Board Resolution 2021-33 dated December 2, 2021
Amendment #4	04/11/24	2/28/2026	08/31/25	Amendment to extend date and allocate funding

**PROJECT: BROADWAY BURLINGAME GRADE SEPARATION**

Project ID: 000813

Sponsor: City of Burlingame  
Implementing Agency: Caltrain  
SMCTA Role: Funding Agency  
Current Phase: PS&E (Activity 13)  
Future Funded Phases: None

**PHASE OVERVIEW:**

The project is currently in the Plans, Specifications, and Estimates (PS&E) phase (Activity 13)

**STATUS OVERVIEW:**

Percent Complete:		60%	
Quarter	Schedule	Budget	Funding
Current	<span style="color: yellow;">●</span>	<span style="color: green;">●</span>	<span style="color: green;">●</span>
Previous	<span style="color: green;">●</span>	<span style="color: green;">●</span>	<span style="color: green;">●</span>

**PROJECT DESCRIPTION:**

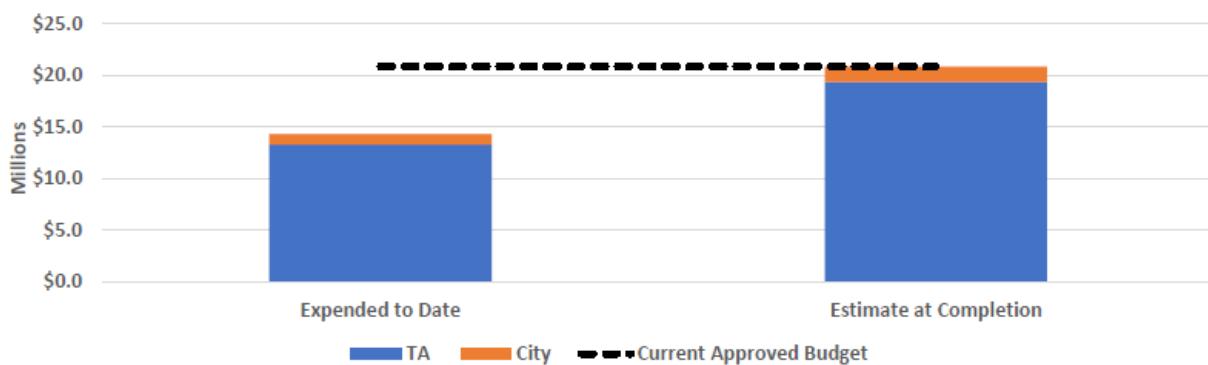
The project will replace the at-grade railroad crossing with a new configuration that will grade separate the railroad crossing from the street by elevating the railroad, and include construction of a new elevated train station. The project will include multiple pedestrian and bicycle access improvements that will improve safety and promote clean modes of transportation. In addition, a new parking lot will be built south of Broadway between the tracks and Carolan Ave. The project will completely eliminate motorists/pedestrian conflicts with the trains, increase public safety, decrease congestion, improve access to the station and improve multimodal connectivity. The project also decreases greenhouse gas emissions as it eliminates idling vehicles at the gates.

The project produces tangible impacts that improve safety, improve emergency response, reduce emissions and increase resiliency, and increase connectivity and mobility for all.

**STATUS SUMMARY:**

The project has completed 65% design and has initiated 95% design. The Project is being implemented using a Construction Manager/General Contractor (CMGC) delivery method. The project awarded a contract for a CMGC contractor to support the advancement of the design through 95% and development of final construction documents. In addition, the project also procured an Independent Cost Estimator to support the CMGC process and to develop cost estimates.

Funding for right-of-way acquisition is on the critical path. City is working with the TA to fund the ROW phase.

**BUDGET**

**CURRENT PHASE BUDGET:**

Funding Agency	Current Approved Budget	Expended to Date	Remaining Budget	% Expended of Budget	Estimate at Completion (EAC)	Variance at Completion
TA*	\$19,363,000	\$13,302,708	\$6,060,292	69%	\$19,363,000	\$0
City	\$1,500,000	\$1,004,472	\$495,528	67%	\$1,500,000	\$0
<b>Total</b>	<b>\$20,863,000</b>	<b>\$14,307,180</b>	<b>\$6,555,820</b>	<b>69%</b>	<b>\$20,863,000</b>	<b>\$0</b>

\*Includes \$1,025,000 for the design and construction associated with relocation of the PS-3 facility.

**SCHEDULE:**

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
Final Design	N/A	N/A	01/31/20	09/30/24	01/31/20	03/05/25

**PROGRESS THIS QUARTER:**

1. JPB Board approved the award of the CMGC pre-construction services contract to Flatiron-Herzog Joint Venture (FHJV) and began preparing the contract documents for execution.
2. JPB staff prepared and issued a Work Directive Proposal Request to Independent Cost Estimator, Kelly McNutt Consulting, to support construction cost validation and reconciliation.
3. The project team continued work on property acquisitions.

**FUTURE ACTIVITIES:**

1. Execute the CMGC pre-construction services contract with FHJV and a Work Directive with Kelly McNutt Consulting.
2. Engage these new project team members in a Design Kickoff, a Risk Kickoff Workshop, and other early tasks to provide input on the project design and schedule.

**KEY ISSUES:**

1. ROW funding is needed to maintain the project delivery schedule.

**AGREEMENT HISTORY:**

Agreements/MOU	Executed Date	Expiration Date	Scope Completion Date	Description
Funding Agreement	06/23/14	05/07/17	N/A	TA and City of Burlingame for Project Study Phase
MOU (PAED)	01/12/18	07/12/21	01/12/21	MOU between TA, City of Burlingame and PCJPB for PE/Environmental Phase
MOU Amendment 1 (PAED)	10/23/19	07/12/21	01/12/21	Amendment to include redesign cost of traction power paralleling station in PE/Environmental Phase
MOU (PS&E)	12/22/20	12/22/24	06/22/24	MOU between TA, City of Burlingame and PCJPB for PS&E
MOU (PS&E, PS3)	04/15/22	04/15/26	10/15/25	MOU between TA, City of Burlingame and PCJPB for Paralleling Station Modification

**PROJECT: SOUTH LINDEN AVE AND SCOTT ST GRADE SEPARATION**

Project ID: 000814

Sponsor: City of South San Francisco, City of San Bruno  
Implementing Agency: Caltrain  
SMCTA Role: Funding Agency  
Current Phases: PAED  
Future Funded Phases: None

**PHASE OVERVIEW:**  
The project is currently in the Project Approval & Environmental Document phase (Activity 12)

**STATUS OVERVIEW:**

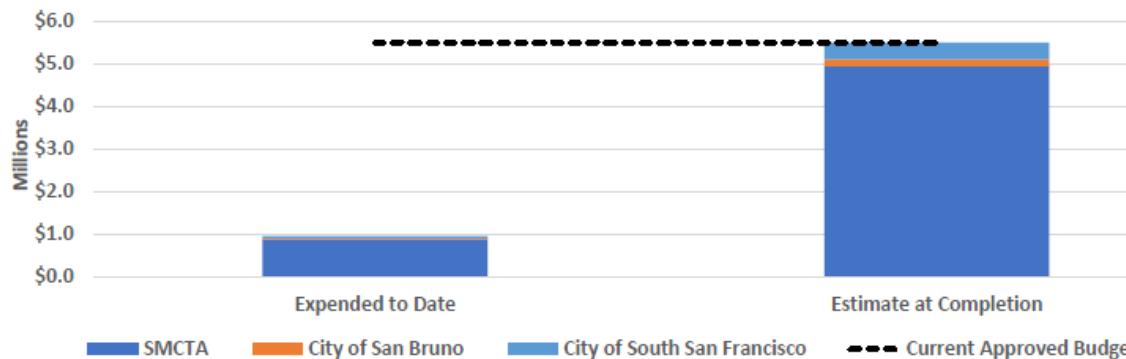
Percent Complete:		1%	
Quarter	Schedule	Budget	Funding
Current	<span style="background-color: yellow; border-radius: 50%; width: 15px; height: 15px; display: inline-block;"></span>	<span style="background-color: green; border-radius: 50%; width: 15px; height: 15px; display: inline-block;"></span>	<span style="background-color: green; border-radius: 50%; width: 15px; height: 15px; display: inline-block;"></span>
Previous	<span style="background-color: green; border-radius: 50%; width: 15px; height: 15px; display: inline-block;"></span>	<span style="background-color: green; border-radius: 50%; width: 15px; height: 15px; display: inline-block;"></span>	<span style="background-color: green; border-radius: 50%; width: 15px; height: 15px; display: inline-block;"></span>

**PROJECT DESCRIPTION:**

The South Linden Avenue and Scott Street Grade Separation Project is proposed to improve safety and decrease expected future traffic delays due to growth in vehicle traffic, greater frequency of Caltrain service, and the eventual addition of high-speed rail. South Linden Avenue is located in South San Francisco; Scott Street is in San Bruno. Although located in different cities, the two grade separations are proposed to be undertaken as a combined effort. Since the two crossing locations are located only 1,850 feet apart, the grade separation of one crossing could affect the other.

**STATUS SUMMARY:**

The project finished the value engineering (VE) study to optimize both design and construction with the locally approved alternative (LPA). New proposed construction means and methods suggest using a box jacking tunnel method which would change the LPA from a hybrid crossing (partial raising of tracks and partial lowering of roadway) at Linden, to leaving the railroad tracks at grade with the roadway being fully depressed to pass under the tracks. Caltrain agrees with the engineering team and is in the process of presenting this option to cities. Staff is expecting it will take until July at earliest to obtain a final consensus recommendation from both Caltrain and City staff on the LPA and to proceed to 35% design phase with the approved LPA.

**BUDGET**

**CURRENT PHASE BUDGET:**

Funding Agency	Current Approved Budget	Expended to Date	Remaining Budget	% Expended of Budget	Estimate at Completion (EAC)	Variance at Completion
SMCTA	\$4,950,000	\$875,717	\$4,074,283	18%	\$4,950,000	\$0
City of San Bruno	\$163,000	\$22,869	\$140,131	14%	\$163,000	\$0
City of South San Francisco	\$387,000	\$54,213	\$332,787	14%	\$387,000	\$0
<b>Total</b>	<b>\$5,500,000</b>	<b>\$952,799</b>	<b>\$4,547,201</b>	<b>17%</b>	<b>\$5,500,000</b>	<b>\$0</b>

**SCHEDULE:**

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
Prelim Engineering/Environmental (PAED)	05/04/23	05/31/25	05/04/23	05/31/25	05/04/23	07/16/25

**PROGRESS THIS QUARTER:**

1. Continued discussion of the preferred PSR design alternative, referred to as the "Jacked Box, No Shoofly (JBNS)" option.
2. Prepared summary VE (Value Engineering) method with pros and cons and presented to project stakeholders.
3. Prepared the presentation materials for meetings with City managers.
4. Updated project schedule and cost estimate; facilitated Cities' and TA funding strategy discussion.

**FUTURE ACTIVITIES:**

1. Activities to support Cities to make decision on the VE option.
2. Discuss Alternative Delivery Method with the Cities.
3. Come up with overall project streamline schedule.
4. Close coordination with Southline Development.
5. Close coordination with UPRR/Granite Rock Project required.

**KEY ISSUES:**

1. Delay in completion of Preliminary Studies until the LPA selection is finalized by project stakeholders.
2. Alternative Delivery Method activity not captured in the current MOU with the Cities.
3. Change in project management due to Caltrain staff departures.

**AGREEMENT HISTORY:**

Agreements/MOU	Executed Date	Expiration Date	Scope Completion Date	Description
MOU	04/20/16	10/20/19	05/31/22	MOU between TA, Cities of SSF and San Bruno and PCJPB for Planning Study
Letter Agreement	05/22/19	N/A	N/A	Letter Agreement City San Bruno and PCJPB to fund Traffic Study
MOU	08/22/22	02/22/26	05/31/25	MOU between TA, Cities of SSF and San Bruno and PCJPB for PE/Environmental Phase

## PROJECT: SOUTH SAN FRANCISCO STATION IMPROVEMENT PROJECT

Project ID: 000824

Sponsor: City of South San Francisco  
 Implementing Agency: Caltrain  
 SMCTA Role: Funding Agency  
 Current Phase: Closeout (Activity 18)  
 Future Funded Phases: None

**PHASE OVERVIEW:**  
 The project is currently in the Closeout (Activity 18) phase

### STATUS OVERVIEW:

Percent Complete:		99%	
Quarter	Schedule	Budget	Funding
Current	<span style="color: red;">●</span>	<span style="color: green;">●</span>	<span style="color: green;">●</span>
Previous	<span style="color: red;">●</span>	<span style="color: green;">●</span>	<span style="color: green;">●</span>

### PROJECT DESCRIPTION:

This project will replace the existing South San Francisco Station. The scope includes track work, signal work, a new 700-foot center board platform with new amenities, new shuttle drop-off, and connectivity to a new pedestrian underpass from the platform to Grand Avenue/Executive Drive. This project will improve safety by eliminating the holdout rule; in addition, the project provides connectivity along Grand Avenue for the City of South San Francisco (CSSF).

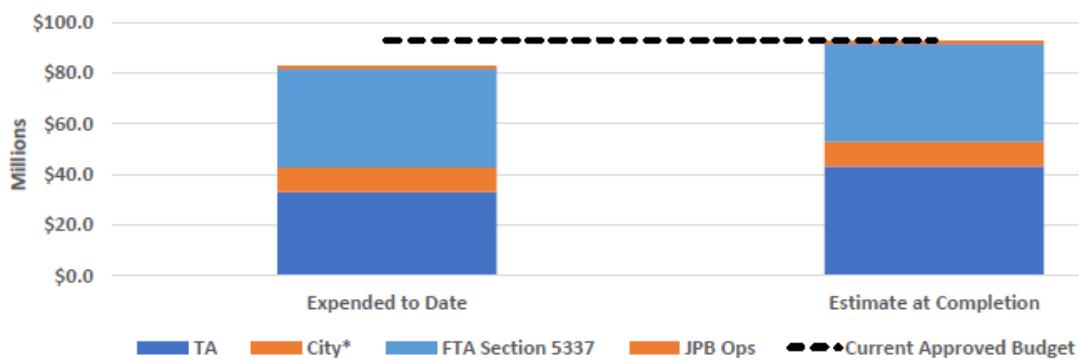
Key elements of the project include:

1. New center platform.
2. New at-grade pedestrian crossing at the north end of station.
3. New pedestrian underpass at the south end of the station.
4. New pedestrian plaza area at west and east end of the pedestrian underpass.
5. Inclusion of CSSF design modifications for the west and east plaza and ramps.
6. Funding of UPRR for replacement of tracks being removed as part of this project.

### STATUS SUMMARY:

UPRR track lost due to construction: The project is still addressing an obligation to Union Pacific Railroad (UPRR) to fund rebuilding of 4,200 feet of yard track that UPRR lost due to construction of this project. Due to the lack of a viable location for the replacement track, Caltrain is negotiating a cash settlement with UPRR. Preliminary cost estimates of \$5.17M is within the available budget. TA prefers to closeout the project by the end of FY24. The draft agreement was sent to UPRR for review. Follow up on meeting to be held with UPRR to continue negotiations on two open items (cost and short line language). This has resulted in schedule delays for the project.

### BUDGET



**CURRENT PHASE BUDGET:**

Funding Agency	Current Approved Budget	Expended to Date	Remaining Budget	% Expended of Budget	Estimate at Completion (EAC)	Variance at Completion
TA	\$43,120,451	\$33,118,077	\$10,002,373	77%	\$43,120,451	\$0
City*	\$9,674,180	\$9,652,015	\$22,165	100%	\$9,674,180	\$0
FTA Section 5337	\$38,827,600	\$38,826,724	\$876	100%	\$38,827,600	\$0
JPB Ops	\$1,300,000	\$1,300,000	\$0	100%	\$1,300,000	\$0
<b>Total</b>	<b>\$92,922,230</b>	<b>\$82,896,816</b>	<b>\$10,025,414</b>	<b>89%</b>	<b>\$92,922,230</b>	<b>\$0</b>

**SCHEDULE:**

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
Closeout	01/03/17	04/03/18	12/21/22	06/30/23	12/21/22	06/30/24

**PROGRESS THIS QUARTER:**

1. Continued discussion with UPRR on replacement tracks.

**FUTURE ACTIVITIES:**

1. The project team will revise ADA slopes at ramps and landing design criteria to industry recommended standards.
2. The project team is continuing coordination with UPRR to reach an agreement on a cash settlement instead of building the replacement track.

**KEY ISSUES:**

1. The coordination and negotiations with UPRR on a viable solution have resulted in extensive delays on the schedule for the project.

**AGREEMENT HISTORY:**

Agreements/MOU	Executed Date	Expiration Date	Scope Completion Date	Description
Cooperative Agreement	12/09/15	NA	NA	Funding Cooperative Agreement between City of SSF and PCJPB

**PROJECT: WATKINS AVE GRADE CROSSING SAFETY IMPROVEMENTS**

Project ID: 100579

Sponsor: Town of Atherton  
 Implementing Agency: Caltrain  
 SMCTA Role: Funding Agency  
 Current Phases: Close-out (Activity 18)  
 Future Funded Phases: None

**PHASE OVERVIEW:**

This Project is currently completing some outstanding tasks in the Construction close out (Activity 16) phase

**STATUS OVERVIEW:**

Percent Complete:		90%	
Quarter	Schedule	Budget	Funding
Current			
Previous			

**PROJECT DESCRIPTION:**

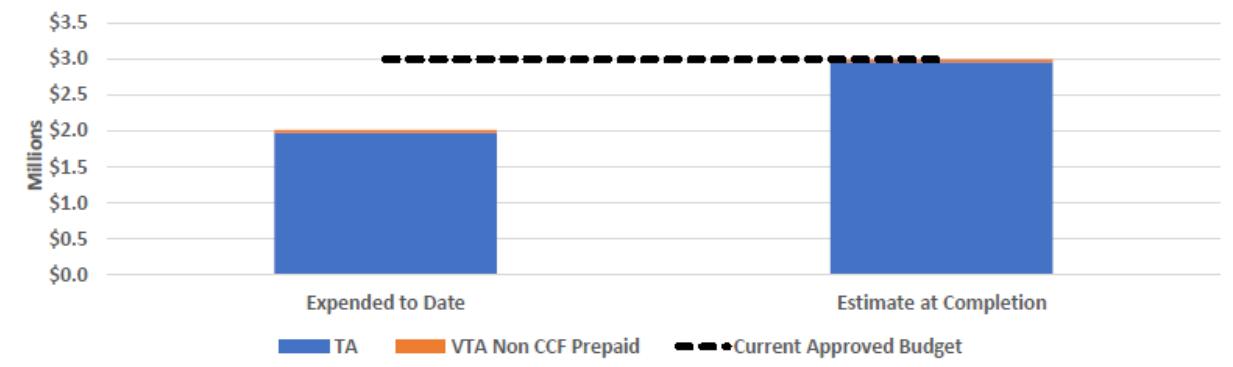
This Project is to improve the safety at the Watkins Avenue Grade Crossing. Safety Improvements would include installation of quad gates, its components, and other roadway modifications (e.g., pavement markings, etc.) necessary for a fully functional quad gate system. This safety system would deter motorists from driving around a down crossing gate arm. This Project is listed in the executed Memorandum of Understanding (MOU) dated November 11, 2020, between Town of Atherton and Joint Powers Board (JPB) in regards to the Atherton Station Closure, platform removal, fencing and specifically the safety improvements at the Watkins Avenue Grade Crossing located in Atherton, California.

The scope intended for this Project would include safety improvements at Watkins Ave and include the following:

1. Installation of quad or exit gates
2. Installation of new pedestrian gates
3. Pavement markers and markings
4. Sidewalk improvements including guard railing and fencing
5. Installation of new sidewalk lighting
6. Contribute to the Atherton station site improvements done by the Town of Atherton

**STATUS SUMMARY:**

The exit gates were tested and installed, and were cut over and turned over to Rail Operations. The project team continued the project close-out.

**BUDGET**

**CURRENT PHASE BUDGET:**

Funding Agency	Current Approved Budget	Expended to Date	Remaining Budget	% Expended of Budget	Estimate at Completion (EAC)	Variance at Completion
TA	\$2,955,000	\$1,976,966	\$978,034	67%	\$2,954,999	\$0
VTA Non CCF Prepaid	\$35,613	\$35,613	\$0	100%	\$35,612	\$0
<b>Total</b>	<b>\$2,990,613</b>	<b>\$2,012,579</b>	<b>\$978,034</b>	<b>67%</b>	<b>\$2,990,611</b>	<b>\$0</b>

**SCHEDULE:**

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
Preliminary (35%) Design Complete	9/30/2021	9/30/2021	9/30/2021	9/30/2021	9/30/2021	9/30/2021
100% Design Complete	10/1/2021	6/30/2022	10/1/2021	6/30/2022	10/1/2021	6/30/2022
IFB	7/1/2022	12/31/2022	7/1/2022	12/31/2022	7/1/2022	12/31/2022
Construction	1/1/2023	12/31/2023	1/5/2023	3/1/2024	1/5/2023	4/30/2024

**PROGRESS THIS QUARTER:**

1. The contractor TransitAmerica Services, Inc. (TASI) installed the new radar deted and tested the whole system.
2. The exit gates were cut over and turned over to Rail Operations.
3. This task completion results in the substantial completion of the project.
4. The project team began the close out the project.

**FUTURE ACTIVITIES:**

1. Complete the close out of the project.

**KEY ISSUES:**

None.

**AGREEMENT HISTORY:**

Agreements/MOU	Executed Date	Expiration Date	Scope Completion Date	Description
Original FA	7/28/2021	1/28/2027	7/28/2026	Funding Agreement between TA, PCJPB and the Town of Atherton

## Pedestrian And Bicycle Program Project

Sponsor	Project Name	Funded Phase(s)	Project Status	Award Date	Expected Completion	Scope of Work Agreement Expiration Date	Measure A Funds Awarded	Measure W Funds Awarded	Expended Funds <sup>1</sup>	Remaining Funds
Atherton	El Camino Real Complete Streets Gap Closure Project	PLAN	A project kickoff meeting was held on January 30, 2024. Utilities information, Right of Way maps, and relevant project conceptual designs were compiled.	Dec 2022	Mar 2025	Oct 2025	\$450,000	\$0	\$6,540	\$443,460
Belmont	Belmont Village Ped/Bike Improvement Project	PS&E, CON	Currently in progress for 90% PS&E to include the expanded scope.	Dec 2022	Apr 2025	Jul 2027	\$300,000	\$0	\$3,922	\$296,078
Brisbane	Central Brisbane Stairway Additions	PS&E, CON	Design of Tulare/Santa Clara Street walkway remains at 65% design completion. Completion of the project has been delayed to December 2025 due to a large number of other planned projects.	Dec 2022	Dec 2025	Feb 2029	\$475,000	\$0	\$0	\$475,000
Burlingame	California Drive Bicycle Facility	CON	The project has been completed on March 1, 2024. Final invoice was submitted on February 28, 2024.	Dec 2020	March 2024	Original: 9/2023 Extension: 6/2024	\$800,000	\$0	\$800,000	\$0
Burlingame	California Drive Class I Bicycle and Pedestrian Improvement Project	PS&E, CON	The City has selected a consultant and the project planning will kick off in April 2024. The concept design will be used to coordinate with SFPUC to resolve potential ROW issues.	Dec 2022	Dec 2025	Dec 2028	\$1,620,000	\$0	\$0	\$1,620,000
Burlingame	Occidental Avenue Bicycle and Pedestrian Improvement Project	PS&E, CON	The City conducted a second community meeting in March 2024 and received good feedback, and the concept design is being updated. Completion of the project has been changed from December 2024 to May 2025.	Dec 2022	May 2025	Dec 2028	\$0	\$420,000	\$0	\$420,000
Burlingame	South Rollins Traffic Calming Project	PS&E, CON	The project has selected a consultant to start design in the summer of 2024. The concept design and initial study will start in the next quarter. Completion of the project has been changed from December 2024 to October 2025.	Dec 2022	Oct 2025	Dec 2028	\$0	\$440,000	\$0	\$440,000
Colma	Design of El Camino Real Complete Street Project from Mission Road to Arlington Dr, City of South San Francisco (Segment B)	PS&E	The design phase has been pushed to start mid-2025 due to the delay in the completion of the PSR-PDS and PA&ED phases. The Town will submit a request for a time extension for the funding agreement by November 10, 2024.	Dec 2022	Jun 2026	Nov 2025	\$0	\$603,000	\$0	\$603,000
Colma	Serramonte Boulevard West Bicycle and Pedestrian Improvement Project (Phase I)	PS&E, CON	The Town has submitted 75% of the design documents for SMCTA review and is currently finalizing a response to the comments to be incorporated into the PS&E. The final bid submittal is expected by the end of June 2024.	Dec 2022	Jun 2025	Nov 2028	\$1,831,500	\$0	\$272,587	\$1,558,913
Daly City	John Daly Blvd./Skyline Blvd. Pedestrian Connection Project	PS&E, CON	Continued work on the design of the project and prepared the final construction bid documents.	Dec 2020	Feb 2025	Nov 2026	\$0	\$620,800	\$0	\$620,800
Daly City	Mission Street Streetscape Project	PS&E, CON	Coordinated the completion of final punchlist items and projecting to be completed by the next quarter. Completion of the project has been postponed from February 2024 to July 2024.	Mar 2018	Jul 2024	Jan 2024	\$810,000	\$0	\$810,000	\$0
Daly City	Lake Merced Boulevard Lane Reconfiguration and Bicycle Lane Protection Project	PLAN, PS&E, CON	No progress has been made this quarter. Next quarter's activities include preparation of RFP for consultant to conduct engineering study, develop potential cross sections and prepare plans, specifications and cost estimates.	Dec 2022	Dec 2025	May 2029	\$0	\$498,750	\$0	\$498,750
Daly City	Daly City Vision Zero Design Standards	PLAN	No progress has been made this quarter. Next quarter's activities include preparation of RFP to retain consultant to develop design standards.	Dec 2022	Nov 2025	Apr 2026	\$0	\$65,000	\$0	\$65,000
East Palo Alto	East Bayshore Road Pedestrian Improvements Project	PLAN, PAED, PS&E	The project was awarded to a designer at the April 2, 2024 City Council meeting and PS&E design work is underway.	Dec 2022	Dec 2024	Jun 2025	\$0	\$400,000	\$0	\$400,000

Sponsor	Project Name	Funded Phase(s)	Project Status	Award Date	Expected Completion	Scope of Work Agreement Expiration Date	Measure A Funds Awarded	Measure W Funds Awarded	Expended Funds <sup>1</sup>	Remaining Funds
Half Moon Bay	Pacific Coast Bikeway Connectivity Project North	PAED, PS&E, ROW	Received final approval for the Bridge Type Selection from Caltrans, and final plans/details for the bridge package are being prepared to be submitted to Caltrans. The City awarded an amendment to the design consultant agreement for the required additional bridge work as well as an amendment to the biological/permitting consultant. Currently coordinating a time extension to the funding agreement with SMCTA.	Mar 2018	Oct 2024	Mar 2024	\$315,000	\$0	\$281,887	\$33,113
Half Moon Bay	Pacific Coast Bikeway Connection - North	CON	Currently finalizing design plans for the bridge. New bridge plans have been submitted due to Caltrans' requirements, but this has pushed the schedule by four months. Construction work is projected to start by December 2024.	Dec 2022	Mar 2026	Feb 2027	\$980,000	\$0	\$0	\$980,000
Menlo Park	Haven Avenue Streetscape Project	PAED, PS&E, CON	Have constructed 80% of all sidewalk gaps and began construction preparation. Pedestrian and bicycle bridge will be available after June 2024. Northwest corner improvements will be delayed until late spring/early summer 2024 due to other ongoing underground utility work at that corner.	Apr 2014	Dec 2024	Original: 4/2021 Extension: 6/2025	\$170,000	\$0	\$32,294	\$137,706
Menlo Park	Middle Avenue Pedestrian/Bicycle Rail Crossing Project	PS&E	Executed a Funding Agreement with SMCTA.	Dec 2020	Dec 2025	Jun 2026	\$1,130,000	\$0	\$0	\$1,130,000
Menlo Park	Middle Avenue Complete Streets Project	PS&E, CON	Continued design and analyses. Activities include adding more no stopping signs and pavement legends for buffered bike lane pilot and conducting community outreaches.	Dec 2022	Dec 2025	Nov 2028	\$0	\$1,200,000	\$0	\$1,200,000
Pacifica	Esplanade & Palmetto Bicycle & Pedestrian Improvement Project	PS&E, CON	95% Plans were submitted and reviewed by SMCTA/Stantec and the City. A parking exhibit was prepared to quantify the impact to parking for the coastal permit process.	Dec 2022	Jan 2025	Jun 2028	\$0	\$568,504	\$40,506	\$527,998
Town of Portola Valley	Rectangular Rapid Flashing Beacon (RRFB) on Alpine Rd. at Golden Oaks Drive Project	ROW, CON	Progressing in PS&E phase. An amendment to extend the Funding Agreement with SMCTA is underway.	Dec 2020	Jul 2024	Nov 2024	\$0	\$58,226	\$0	\$58,226
Town of Portola Valley	Rectangular Rapid Flashing Beacon (RRFB) on Portola Rd. at Corte Madera Rd. Project	CON	Progressing in PS&E phase. Scope has also been refined to approximate location of existing crosswalk. Expected completion has been pushed from July 2024 to November 2024 due to COVID pandemic related items. An amendment to extend the Funding Agreement with SMCTA is underway.	Dec 2020	Nov 2024	Sep 2024	\$0	\$102,703	\$0	\$102,703
Redwood City	Hopkins Avenue Traffic Safety Implementation Project	CON	Continuing the completion of outstanding punch list items.	Dec 2020	Jun 2024	Jan 2025	\$0	\$360,000	\$360,000	\$0
Redwood City	El Camino Real Corridor Safety Project	PAED, PS&E	Continuing work in the parking study phase and commenced initial design phase.	Dec 2020	Jun 2024	Mar 2026	\$300,000	\$0	\$21,395	\$278,605
Redwood City	Access to Downtown Bikeway Corridors	PAED, PS&E	Continuing work in the design phase. The selected consultant, Kimley-Horn, is developing design concepts for both corridors and completed survey.	Dec 2022	Mar 2025	Dec 2025	\$0	\$615,000	\$0	\$615,000
Redwood City	Redwood Avenue Pedestrian Improvements Project	CON	The bikeway installation and pavement overlay of the project is currently under design.	Dec 2022	Dec 2024	Jun 2026	\$0	\$2,000,000	\$367,994	\$1,632,006
Redwood City	Vision Zero Programmatic Initiatives	Non-Infra	Currently working on creating new traffic safety educational materials and also working with the City's Parks, Recreation, and Neighborhood Services Department on driver re-education courses for seniors.	Dec 2022	Jun 2025	Dec 2025	\$0	\$100,000	\$3,716	\$96,284
San Bruno	Huntington Bikeway and Pedestrian Safety Project	PS&E, ROW, CON	Project was readvertised on February 28, 2024 and bids opened on March 20, 2024. Currently evaluating bids.	Dec 2020	Dec 2024	Apr 2027	\$1,401,000	\$0	\$105,563	\$1,295,437

Sponsor	Project Name	Funded Phase(s)	Project Status	Award Date	Expected Completion	Scope of Work Agreement Expiration Date	Measure A Funds Awarded	Measure W Funds Awarded	Expended Funds <sup>1</sup>	Remaining Funds
County of San Mateo	Santa Cruz Avenue and Alameda de las Pulgas Improvement Project	PAED, PS&E	The County is currently reviewing the final 100% PS&E and aims to advertise in late Spring of 2024. The County has also received the approval notification of the Active Transportation Program (ATP) grant allocation on March 22, 2024. An amendment to extend the Funding Agreement with SMCTA has been executed on April 1, 2024.	Dec 2020	Mar 2024	Original: 12/2023 Extension: 9/2024	\$0	\$700,000	\$289,053	\$410,947
County of San Mateo	Alpine Road Corridor Improvement Project	PLAN	Awarded a contract to consultant Kimley-Horn. Executed a cooperative agreement with Caltrans. Held kick-off meeting and initiated project work.	Dec 2022	Jun 2025	Feb 2026	\$0	\$890,000	\$33,986	\$856,014
San Mateo	Hillsdale Caltrain Station Bicycle Access Gap Closure Project	PLAN, PAED, PS&E	Following the November 2023 community meeting, staff presented the project to the Sustainability and Infrastructure Commission in January 2024. Based on feedback from the community and the commission, staff identified a preferred alternative and the consultant team moved into the initial design phase. An amendment to extend the Funding Agreement with SMCTA has been executed on March 8, 2024.	Dec 2020	Sep 2024	Original: 12/2023 Extension: 12/2025	\$153,000	\$0	\$0	\$153,000
South San Francisco	Junipero Serra Blvd/Westborough Blvd Pedestrian and Bicycles Connectivity and Safety Project	PLAN	Started analysis of preferred alternative concepts for the Transportation Development and started Alternatives Evaluation Technical Memorandum.	Dec 2022	Jun 2024	Dec 2025	\$450,000	\$0	\$0	\$450,000

Notes:

1. Expended funds refers to actual amounts of quarterly invoiced and reimbursed Measure A or Measure W funding for the reporting period. This may vary from monthly City expenses.

2. The Burlingame Station Pedestrian Improvements Project, Eucalyptus Pedestrian Pathway Project, and Menlo Park Bike/Ped Enhancement Project was completed and has been removed.

## Ferry Program Projects

Sponsor	Project Name	Funded Phase(s)	Project Scope	Project Status	Award Date	Expected Completion	Scope of Work Agreement Expiration Date	Measure A Funds Allocated	Expended Funds	Remaining Funds
Redwood City	Redwood City Ferry Terminal Project	Preliminary Engineering & Environmental	This phase will prepare preliminary engineering, environmental review (PE/ENV) and permitting for both the waterside and land-side components. The waterside components consist of pile-supported barge or floating dock, with ADA-compliant boarding ramps and gangway to a pile-supported shelter platform, electric utilities for boarding ramps, shore power, lighting and utilities for potable water and fire protection. The land-side components, include a 250-space parking lot with transit stops for shuttles/ride share, bike/pedestrian network connections, secure bike parking, electrical, communication and water utilities serving the ferry terminal. The Port will lead the PE/ENV phase with collaboration from Redwood City and WETA.	The Port and CDM Smith had regular meetings to discuss the draft site plan, draft project description, draft Initial Study, draft Notice of Preparation, and draft Notice of Completion. Have also executed an agreement with JMA Civil to prepare concept drawings, conducted additional topographic survey, and executed a reimbursement agreement with UPRR.	Jun 2022	Jun 2026	Dec 2025	\$3,499,200	\$0	\$3,499,200
South San Francisco	South San Francisco Second Ferry Terminal Project	Planning (Feasibility Study)	Preparation of a Feasibility Study and Preliminary Engineering for a second ferry terminal to support public water taxi ferry service at Oyster Point in the City of South San Francisco. The Study will provide information on the viability of a public ferry service expansion beyond the existing Water Emergency Transportation Authority (WETA) public ferry service in South San Francisco as an essential first step before further effort is taken to develop a new ferry terminal. The San Mateo County Transportation Authority (TA) funded \$8.1 million for the construction of the existing WETA terminal.	Continued work on the Environmental Clearance Documents. Currently coordinating a time extension to the funding agreement with SMCTA.	Jul 2020	Jun 2025	Nov 2023	\$350,000	\$155,117	\$194,883

## ACR/TDM Program Projects

Sponsor	Project Name	Funded Phase(s)	Project Status	Award Date	Expected Completion	Scope of Work Agreement Expiration Date	Measure A Funds Awarded	Measure W Funds Awarded	Expended Funds <sup>1</sup>	Remaining Funds
City of Burlingame	California Drive Congestion Management Video Detection Project	CON	Continued preparing project scope for advertisement. Bid estimates have increased from original estimates due to inflation. Requested additional funding for operating budget shortfall.	Aug 2022	Aug 2024	Oct 2025	\$0	\$144,200	\$0	\$144,200
City of Burlingame/ City of Millbrae	Burlingame and Millbrae Bicycle Sharing Program	Non-Infra	Burlingame and Millbrae continued to implement free rides with \$1 unlock fees to increase ridership during winter months. Promoted e-bikes usage on social media and through City newsletters.	Aug 2022	Apr 2024	Feb 2025	\$0	\$400,000	\$78,977	\$321,023
City of Daly City	Westmoor Ave and Westridge Ave Intersections Quick Build	PS&E, CON	Continuing work in the design phase.	Aug 2022	Jul 2025	Aug 2025	\$0	\$168,000	\$0	\$168,000
City of Menlo Park	El Camino Real and Ravenswood Avenue Crossing Improvements	CON	Continuing to work with the consultant to respond to Caltrans comments on design.	Aug 2022	Dec 2024	Sep 2025	\$0	\$200,000	\$0	\$200,000
City of Redwood City	"Essential Wheels" E-Bike Loaner Program for Redwood City Essential & Service Sector Workers	Non-Infra	Funding agreement with SMCTA is in process.	Aug 2022	Jul 2023	Agreement in Process	\$0	\$200,000	\$0	\$200,000
City of Brisbane	City of Brisbane Commuter Shuttle Stop Improvement Project	CON	The plans and specifications are currently at 90% complete. Construction has been pushed to July 2024.	Aug 2022	Sep 2024	Aug 2025	\$0	\$200,000	\$0	\$200,000
Town of Colma	El Camino Real/Mission Road Access to Transit Multimodal Crossing Improvements	PS&E	No new updates. Design phase is still expected to start mid-2025.	Aug 2022	Feb 2026	Aug 2025	\$0	\$162,000	\$0	\$162,000
Town of Colma	Town of Colma Rideshare Voucher Program	PLAN	Continued marketing for the Rideshare Voucher Program in the Town's Livewire.	Aug 2022	May 2025	Aug 2025	\$0	\$67,500	\$5,269	\$62,231
Commute.org	Jefferson Union High School District (JUHSD) Workforce Housing TDM	PLAN	A virtual bicycle safety workshop was held on March 24, 2024. One new bicycle rebate was processed during the quarter, with another currently in the reimbursement process. No vanpools were initiated with residents demonstrating disinterest in initiating or joining vanpools. Will continue to promote the vanpool opportunity and extend support to sustain the formed carpools from this outreach initiative.	Aug 2022	Dec 2024	Jun 2025	\$0	\$83,000	\$9,444	\$73,556
City of Half Moon Bay	Pedal For A Purpose E-Bicycle Pilot Program	Non-Infra	No new updates. The project rollout was placed on hold due to weather and tragic events that transpired throughout Half Moon Bay in late December 2022 and January 2023.	Aug 2022	Feb 2025	Aug 2025	\$0	\$200,000	\$23,437	\$176,563
City of San Mateo	101/92 Mobility Hub and Smart Corridor Concept Plan	PLAN	Conceptual design alternatives were completed for the mobility hub and smart corridors. Coordination for a community workshop began and is slated to occur in May 2024.	Aug 2022	Jul 2024	Jun 2025	\$200,000	\$0	\$153,208	\$46,792
C/CAG	Countywide Shared, Connected, and Autonomous Vehicles Strategic Plan	PLAN	Have drafted the Final Strategic Plan for the TA and C/CAG's review.	Aug 2022	Jun 2024	Sep 2025	\$200,000	\$0	\$141,603	\$58,397
City of Burlingame	City of Burlingame Transportation Demand Management (TDM) Plan	PLAN	Staff issued an RFP to obtain a consultant on February 1, 2024. Interviews are tentatively scheduled in April 2024. The project is expected to commence by June 2024.	Aug 2022	May 2025	Sep 2025	\$0	\$100,000	\$0	\$100,000
City of Redwood City	Redwood City Bicycle Parking Guidelines	PLAN	Currently finalizing the final draft of the guidelines.	Aug 2022	Mar 2024	Dec 2025	\$0	\$72,000	\$45,567	\$26,433

Sponsor	Project Name	Funded Phase(s)	Project Status	Award Date	Expected Completion	Scope of Work Agreement Expiration Date	Measure A Funds Awarded	Measure W Funds Awarded	Expended Funds <sup>1</sup>	Remaining Funds
City of Redwood City	Redwood City TMA Feasibility and Implementation Study	PLAN	The consultant contract has been executed and the project has kicked off on February 16, 2024. The consultant developed an outreach plan and started outreach efforts.	Aug 2022	Aug 2024	Nov 2025	\$0	\$100,000	\$0	\$100,000
San Mateo County/Half Moon Bay	Midcoastside Transportation Demand Management Plan	PLAN	Have completed the gap analysis and prepared a draft of initial strategies for public review. Have also held second round of Agency and Implementation Partner meetings and conducted community engagement to gather feedback on draft strategies.	Aug 2022	Feb 2025	Aug 2025	\$0	\$200,000	\$101,083	\$98,917
Notes: <sup>1</sup> Expenditure funds refers to actual amounts of quarterly invoiced and reimbursed Measure A or Measure W funding for the reporting period. This may vary from monthly City expenses.										

## SUPPLEMENTAL INFORMATION

### Personnel Summary by Division

**San Mateo County Transportation Authority**

**Full-Time Equivalents**

**Fiscal Years 2015 through 2024**

DIVISION	Full-Time Equivalents									
	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
COMMUNICATIONS	3.50	-	-	-	-	-	-	-	-	-
EXECUTIVE	0.45	-	-	-	-	-	-	-	-	-
FINANCE	3.02	-	-	-	-	-	-	-	-	-
PEOPLE AND CULTURE	0.10	-	-	-	-	-	-	-	-	-
PLANNING	2.68	-	-	-	-	-	-	-	-	-
TRANSPORTATION AUTHORITY ADMINISTRATION	8.17	-	-	-	-	-	-	-	-	-
CALTRAIN MODERNIZATION PROGRAM	-	-	-	-	-	-	-	0.20	-	-
CUSTOMER SERVICE AND MARKETING	-	4.07	2.75	2.56	3.02	1.39	1.50	1.50	0.15	0.15
EXECUTIVE	-	0.45	0.35	0.35	0.35	0.50	0.50	0.50	0.40	0.57
FINANCE AND ADMINISTRATION	-	4.05	3.37	2.89	2.65	3.07	2.80	2.75	2.17	2.10
OPERATIONS, ENGINEERING AND CONSTRUCTION	-	0.11	0.07	0.07	0.12	0.14	0.08	0.08	4.16	4.34
PLANNING AND DEVELOPMENT	-	10.94	10.11	8.71	9.07	7.94	7.59	7.59	3.39	3.35
PUBLIC AFFAIRS	-	-	-	-	-	-	-	-	1.40	1.20
<b>TOTAL EMPLOYEES</b>	<b>17.92</b>	<b>19.62</b>	<b>16.65</b>	<b>14.58</b>	<b>15.21</b>	<b>13.04</b>	<b>12.47</b>	<b>12.62</b>	<b>11.67</b>	<b>11.71</b>

Note: The organization went through a reorganization in FY2024

Source: TA's annual operating and capital budgets

This table presents total full-time equivalents by division.

## Demographic Data

### San Mateo County Transportation Authority

### Demographic and Economic Information-Population, Income, and Unemployment Rates

Fiscal Years 2015 through 2024

Year	Total Personal			Average Unemployment Rates [3]
	Population	Income (in millions) [1]	Per Capita Personal Income [2]	
2024	734,481 *	\$ 129,401 *	\$ 175,366 *	3.5%
2023	737,644	125,632 *	170,259 *	3.1%
2022	740,821	121,973 *	165,300 *	2.1%
2021	751,596	118,420	160,485	5.0%
2020	771,061	108,470	142,264	10.8%
2019	774,231	100,799	131,180	2.2%
2018	772,372	96,226	124,705	2.5%
2017	770,256	89,149	115,556	2.9%
2016	765,895	81,488	106,115	3.3%
2015	759,155	78,525	102,639	3.3%

[1] Data include retroactive revisions by the State of California Department of Finance, Demographic Research Unit.

[2] Data include retroactive revisions by the U.S. Department of Commerce Bureau of Economic Analysis.

[3] Data include retroactive revisions by the State of California Employment Development Department. Unemployment rates are non-seasonally adjusted for June

\*2024 Population estimate is based on 0.42% decline from 2022 to 2023

\*Total Personal Income and Per Capital Personal Income data for 2022, 2023 and 2024 is based on an estimated three percent annual increase over 2021. Source data for table is FY23 San Mateo County ACFR

This table highlights San Mateo County's total population, total personal and per capita income, and percentage of unemployed residents.

Source: County of San Mateo FY2023 ACFR

**San Mateo County Transportation Authority**  
**Demographic and Economic Information-Principal Employers**  
**Fiscal Years 2022 and 2014**

Employers in San Mateo County	Business Type	2022*			2014		
		Number of Employees	Rank	Percent of Total County Employment	Number of Employees	Rank	Percent of Total County Employment
Meta (Facebook Inc.)	Social Network	21,000	1	4.75%	3,957	5	0.96%
Oracle Corp.	Hardware and Software	12,140	2	2.75%	6,750	3	1.63%
Genentech Inc.	Biotechnology	10,000	3	2.26%	9,800	2	2.37%
United Airlines	Airline	8,700	4	1.97%	10,000	1	2.42%
County of San Mateo	Government	5,794	5	1.31%	5,472	4	1.32%
Gilead Sciences Inc.	Biotechnology	4,500	6	1.02%	3,115	8	0.75%
Visa USA/Visa International	Global Payments Technology	4,092	7	0.93%	3,500	7	0.85%
Alaska Airlines	Airline	4,000	8	0.91%			
YouTube	Online Video-Streaming Platform	2,400	9	0.54%			
Electronic Arts Inc.	Video Game Developer and Publis	1,770	10	0.40%			
Kaiser Permanente	Healthcare				3,900	6	0.94%
Mills-Peninsula Health Services	Healthcare				2,500	9	0.61%
San Mateo Community College	College				2,285	10	0.56%
Total		<u>74,396</u>		<u>16.84%</u>	<u>51,279</u>		<u>12.41%</u>

\* The latest information available for principal employers in the County.

This table presents the top 10 principal employers in San Mateo County for 2022 and 2014.

Source: San Francisco Business Times - 2023 Book of Lists; California Employment Development Department (provided by San Mateo County Controller's office) from the FY2023 County of San Mateo ACFR

## Glossary

<u>Term</u>	<u>Definition</u>
ABAG	Association of Bay Area Governments -- A voluntary association of counties and cities that is the land-use planning agency for the nine-county San Francisco Bay Area.
Accrual Accounting	A method of accounting that recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the timing of related cash flows.
ACR	Alternative Congestion Relief – Programs to promote transit and other forms of commuting to reduce the use of single occupancy vehicles.
ADA	Americans with Disabilities Act -- Passed in 1990, this federal legislation calls on public transit systems to make their services more fully accessible, as well as to underwrite a parallel complementary network of paratransit service.
Amortization	The gradual reduction of a debt by means of equal periodic Expense payments sufficient to meet current interest and liquidate the debt at maturity. When the debt involves real property, often the periodic payments include a sum sufficient to pay taxes and hazard insurance on the property.
APTA	American Public Transportation Association -- A non-profit international lobbying and research organization for transit operators and suppliers based in Washington, D.C.
BART	Bay Area Rapid Transit District -- provides heavy rail public transit service in San Francisco, San Mateo, Alameda and Contra Costa counties.
BOD	Board of Directors -- A governing body of a transit agency or nonprofit; the board has specific legal and ethical responsibilities to the organization.
Bond Premium	Bond whose selling price exceeds its nominal dollar amount.
CalMOD	Caltrain Modernization program. Electrification of Caltrain operations corridor from San Francisco to San Jose.
Caltrain	Rail service which serves local cities from San Francisco in the north to San Jose and Gilroy in the south.
Caltrans	California Department of Transportation
CalPERS	California Public Employees' Retirement System
CIP	Capital Improvement Program

CAC	Citizens Advisory Committee -- An advisory committee made up of board-appointed members to advise the board on all aspects of district policy. Meetings are held on a monthly basis.
C/CAG	City/County Association of Governments -- A voluntary organization of local governments that strives for comprehensive, regional planning.
CBA	Collective Bargaining Agreement
CFP	Call for Projects, similar to a Request for Proposal (RFP), announces a project and solicits bids from qualified vendors to complete it based on certain criteria.
Commute.org	Public joint powers agency that manages transportation demand. It operates a shuttle bus network that supplements SamTrans' fixed-route and shuttle system.
CMA	Congestion Management Agency -- A countywide organization responsible for preparing and implementing the county's Congestion Management Plan.
CMP	Congestion Management Program -- Sets performance standards for roadways and public transit, and shows how local jurisdictions will attempt to meet those standards through Transportation Demand Management strategies and a seven-year capital improvement program.
CMAQ	Congestion Mitigation and Air Quality -- Federal funds available for either transit or highway projects which contribute significantly to reducing vehicles emissions which cause air pollution.
CRP	Congestion Relief Plan
CPI	Consumer Price Index
CTA	California Transit Association
CTEP	Countrywide Transportation Expenditure Plan -- is a prioritization plan of all the transportation improvement projects countywide.
Capital Expenditure	The amount used during a particular period to acquire or improve long term assets such as property, plant or equipment.
Debt Service	Governmental fund type set up to control the accumulation Fund of resources for, and the payment of, general long-term debt principal and interest.
Demand Response	Non-fixed-route service with passengers boarding and alighting at pre-arranged times at any location within the system's service area.

Depreciation	Amount of expense charged against earnings by a company Expense to write off the cost of a plant or machine over its usefullive, giving consideration to wear and tear, obsolescence, and salvage value.
DBE	Disadvantaged Business Enterprise -- A business owned and operated by one or more socially and economically disadvantaged individuals as determined by the Small Business Administration.
DOT	Department of Transportation -- At the federal level, a cabinet agency with responsibility for highways, mass transit, aviation and ports; headed by the Secretary of Transportation.
EDD	Employment Development Department -- is one of the largest state departments with employees at hundreds of service locations throughout the state. Since 1936, EDD has connected millions of job seekers and employers in an effort to build the economy of the Golden State.
EEO	Equal Employment Opportunity
ELJPA	San Mateo County Express Lanes Joint Powers Authority
EMUs	Electric Multiple Unit. Consisting of self-propelled carriages using electricity as the motive power.
EIR	Environmental Impact Report -- A comprehensive analysis of the environmental impacts of a proposed project under California Environmental Quality Act.
EIS	Environmental Impact Statement -- A comprehensive analysis of the environmental impacts of a proposed project under National Environmental Protection Act.
EPA	Environmental Protection Agency
Equity	Residual interest in the assets of an entity that remains after deducting its liabilities
FHWA	Federal Highway Administration -- Branch of the Department of Transportation
FTA	Federal Transit Administration -- Agency of the United States Department of Transportation that provides federal transit financing, policy and programs.
Fiduciary Funds	Fiduciary funds account for assets held in a trustee or agency capacity. Fiduciary funds used by the TA include expendable trust funds and a nonexpendable trust fund. An expendable trust fund is used to account for a

fiduciary relationship that allows for the expending of both the principal and income of the fund. A nonexpendable trust fund is used where the principal must be preserved intact and only the interest earned on principal may be used for specified purposes.

Fixed Assets	Those assets of a permanent nature required for the normal conduct of a business, and which will not normally be converted into cash during the ensuing fiscal period. For example, furniture, fixtures, land, and buildings are all fixed assets. However, accounts receivable and inventory are not.
FP&A	Financial Planning & Analysis – a department who provides analysis and forecasts for the agency.
FTEs	Full-Time Equivalent. Conversion of several part-time employees into the equivalent hours worked by a full-time employee.
Fund	A fiscal and accounting entity with self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, that are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.
Fund Balance	The difference between assets and liabilities reported in a government fund.
FY	Fiscal Year -- Budget year beginning July 1 and ending on June 30.
Fixed-Route	Public transit service that operates on a regular basis over a predefined route at predefined times as defined in a public timetable (e.g., bus and rail).
GAAP	Generally Accepted Accounting Principles -- comprise a set of accounting rules and procedures used in standardized financial reporting practices. By following GAAP guidelines, compliant organizations ensure the accuracy, consistency, and transparency of their financial disclosures.
GASB	Governmental Accounting Standards Board; establishes accounting and financial reporting standards for state and local governmental units
General Funds	This is the name given to the entity that accounts for all the assets and resources used for financing the general administration of the governmental unit and the traditional services provided to its residents. Operating Funds and current funds are names sometimes given to funds that function as general funds.
GRH	Guaranteed Ride Home program. Provides financial relief to a commuter using alternative mode of transportation (other than driving alone) in the event of an emergency.
HOV	High Occupancy Vehicle

ICAP	Indirect Cost Allocation Plan - In October 2002, the Federal Transit Administration approved SamTrans' Cost Allocation Plan for recovery of overhead expenses and indirect costs. In addition to costs for support functions, Capitalized Indirect Costs are identified as general overhead allocated to capital projects receiving benefits from the SamTrans resources. Capitalized Indirect Cost reduces the Transportation Authority operating costs through transfers to capital programs. They are included in the administrative Staff Support.
ITS	Intelligent Transportation Systems – a subcategory of Measure A Alternative Congestion Relief/Transportation Demand Management Plan
JPB	Peninsula Corridor Joint Powers Board -- Joint powers agency which operates Caltrain service and comprised of San Mateo County Transit District, San Francisco Muni and Santa Clara Valley Transportation Authority.
KPI	Key Performance Indicator is a quantifiable measure of performance over time for a specific object.
LAIF	Local Area Investment Fund. California local government and special districts investment alternative started in 1977 and uses the investment expertise of the State Treasurer's Office professional investment staff.
LOC	Letter of Credit
LOS	Level of Service -- A measure of traffic congestion, ranging from A (free-flowing traffic) to F (gridlock). Also used to denote the quantity of service on a transit route, including both frequency and hours of service.
Measure A	Passed in 1988, this measure approved a one-half cent sales tax increase to fund local transportation projects. Sales tax receipts are administered by the San Mateo County Transportation Authority (SMCTA).
Measure W	Passed in 2018, effective July 2019, this measure approved a one-half cent sales tax increase to fund local transportation projects. Sales tax receipts are administered jointly (50%/50%) by the San Mateo County Transportation Authority (SMCTA) and the San Mateo County Transit District (SamTrans).
MPO	Metropolitan Planning Organization -- A federally designated transportation planning and programming body responsible for the Regional Transportation Plan and the Transportation Improvement Plan in its region.
MTC	Metropolitan Transportation Commission -- The MPO for the nine Bay Area counties responsible for coordinating regional transportation planning and financing.
OPEB	Other post-employment benefits

Paratransit	Transportation service required by the ADA for individuals with disabilities who are unable to use fixed-route service.
Paratransit Trust	The Paratransit Trust Fund was established as provided in Fund the Transportation Expenditure Plan with a principal balance of \$25.0M from Measure A Funds and will be maintained in perpetuity as required under Measure A. The principal balance is not available for expenditure and is accounted for in a nonexpendable trust fund.
PCC	Paratransit Coordinating Council -- Advisory committee made up of representatives of county paratransit providers, paratransit users, persons with disabilities and senior citizens.
PCEP	Peninsula Corridor Electrification Project. Forms part of the Caltrain Modernization program.
Public Transit	Provision of general or special transportation service by a public agency to the public on a regular and continuing basis.
Redi-Wheels	Initiated in March 1977, Redi-Wheels is a transportation service for persons with disabilities who cannot independently use regular SamTrans bus service some of the time or all of the time. The San Mateo County Transit District provides the Redi-Wheels service, often referred to as paratransit. Redi-Wheels uses small buses, mini-vans and sedans for this service.
ROW	Right-of-Way
RTA	Regional Transit Association -- An association of Bay Area public transit operators.
RTC	Regional Transit Connections
RTCC	Regional Transit Coordinating Council -- Composed of the general managers of the region's largest transit operators, this committee coordinates routes, schedules, fares and transfers among operators; provides input to MTC on transit policy and funding; and conducts legislative advocacy.
RTP	Regional Transportation Plan -- A multimodal blueprint to guide the region's transportation development for a 20-year period as required by state and federal law.
SamTrans	San Mateo County Transit District -- provides fixed-route bus, special service bus and paratransit service in San Mateo County.
SFO	San Francisco International Airport -- is the primary international airport serving the San Francisco Bay Area in the U.S. state of California. It is located in San Mateo County. SFO is the largest airport in the San Francisco Bay Area

and the second busiest in California, after Los Angeles International Airport.

Shuttle Program	Shuttle buses transport passengers from rail stations to work sites. The Caltrain shuttle bus program consists of 43 shuttles that provide service from 19 Caltrain stations to approximately 200 employers during morning and afternoon peaks.
SMCEL-JPA	San Mateo County Express Lanes Joint Powers Authority. A Joint Powers Agreement between San Mateo County Transportation Authority (TA) and City/County Association of Governments of San Mateo County (C/CAG) as co-sponsors for the US-101 Express Lanes Project. The purpose of this project is to reduce congestion on US-101 in San Mateo County by improving and extending the use of express lanes thereby creating more efficient traffic flow.
SMCTA	San Mateo County Transportation Authority (also known as “TA”).
SOGR	State of Good Repair. Federal Transit Administration (FTA) grants to be used in urbanized areas for repairs and upgrading of rail and bus rapid transit systems.
SOV	Single Occupancy Vehicle
S RTP	Short Range Transit Plan -- A 10-year comprehensive plan required of all transit operators by federal and regional transportation funding agencies.
STA	State Transit Assistance -- Provides funding for mass transit operations and capital projects.
STAR	Support, Track and Reward platform (Commute.org). Mobile app for commuters to log commutes, discover rewards, and track progress. Used to incentivize the use of alternative commute methods.
TA	San Mateo County Transportation Authority (SMCTA) -- Responsible for administering Measure A funds to provide transportation improvement projects within San Mateo County.
TDA	Transportation Development Act -- Generates funds from a one-quarter percent sales tax in each county to be used for transit, paratransit, bicycle and pedestrian purposes (streets and road repairs in rural areas); these funds are collected by the state and allocated by the MPO to projects and programs within the county of origin.
TDM	Transportation Demand Management -- Low-cost ways to reduce demand by automobiles on the transportation system, such as programs to promote telecommuting, flextime and ridesharing.
TEP	Transportation Expenditure Plan

TOD	Transit Oriented Development – Moderate to higher density development, located within an easy walk of a major transit stop, generally with a mix of residential, employment and shopping opportunity designed for pedestrians without excluding the auto.
TIP	Transportation Improvement Program -- The spending plan for federal funding expected to flow to the region from all sources for transportation projects of all types; ranks capital projects according to criteria developed by a task force of regional transit operators.
TSM	Transportation Systems Management -- Low-cost improvements to make the transportation system work more efficiently.
Transit Center	A facility designed to accommodate several buses at one time, for the purposes of transferring. These facilities are usually located off-street and have amenities for passenger and bus operator convenience.
Unrealized Gains	Profit or loss that results from holding on to an asset rather than cashing them in and using the funds.
Unrestricted	Funds that are not restricted but have been designated by Designated executive management or the Board for specific purpose
VMT	Vehicle Miles Traveled

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