

Annual Operating and Capital Budget

Fiscal Year July 1, 2004 through June 30, 2005



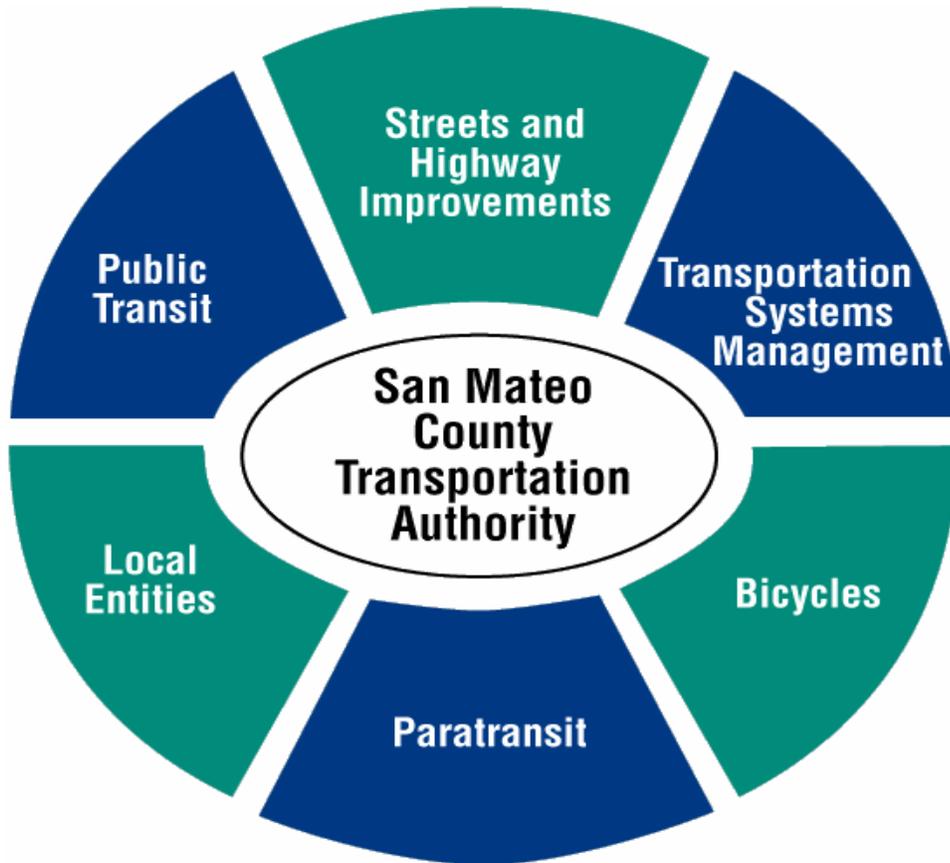
San Mateo County Transportation Authority
San Carlos, California



Cover Photo:

San Mateo County Transportation Authority funded Flyover Project along Oyster Point Boulevard in South San Francisco, California.

SAN MATEO COUNTY TRANSPORTATION AUTHORITY



**ANNUAL BUDGET FOR THE
FISCAL YEAR BEGINNING JULY 1, 2004**

Adopted by the San Mateo County Transportation Authority June 3, 2004

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FISCAL YEAR 2005 BUDGET
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BUDGET GUIDE

The SAN MATEO COUNTY TRANSPORTATION AUTHORITY's (TA) fiscal year begins July 1, 2004 and ends June 30, 2005. The adopted budget contains an abundance of information regarding the TA. This Reviewer 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 2005 TA Budget has five major sections: Introduction, Financial Plan, Division Budgets, Capital Program, Supplemental Information, and a List of Charts and Tables.

The **Introduction** contains the Budget Message for the TA. Included are a detailed description of the Reporting Entity and its services, the General Organization Chart, a listing of the Board of Directors and key staff members, the TA's Goals, a comprehensive Executive Summary of operating and capital budgets with all sources and uses of funds, and a Programs discussion.

The **Financial Plan** contains the FY2005 Operating 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 five **TA Division Budgets** are presented, including the organizational structure, division responsibilities and objectives for FY2005, a comparison of prior year budget and estimated expenditures to the budget projections, and department staffing requirements. The amount and percent of budget change is indicated in the department financial budget presentations.

The **Capital Budget** for FY2005 is presented showing a Capital Budget Summary and Capital Budget Detail, a compilation of capital programs and capital replacements, including sources of funding for all capital purchases. Additionally, this section details a line item description of each capital project administered under the various programs.

The last section is for **Supplemental Information**. Included in this category are Americans with Disabilities Act (ADA) Paratransit Trust Fund Summary, Annual Consumer Price Index (CPI) Calculation, ADA Requirements in San Mateo County, Glossary of Terms, and Demographic Data.

Lastly, we have provided a **List of Tables and Charts** that gives the reviewer a quick and easy guide to graphs and other details highlighted in the document.

The following pages include the Budget Planning and Development Process, Budget Amendment Procedure, Budget Assumptions for FY2005, and the Budget Calendar.

BUDGET PLANNING AND DEVELOPMENT PROCESS

The TA's annual budget is adopted by the TA Board of Directors. The board retains the authority to amend the adopted budget throughout the fiscal year. The budget outlines the expected funding sources and expenditures that represent the TA's year-long commitment to transportation projects and services. The TA's budget process is designed to identify goals and objectives and to allocate resources accordingly. Revenues and expenditures are budgeted on the accrual basis. Projects are budgeted in their entirety when approved. Depreciation and amortization are not budgeted.

The budget is prepared from the bottom up to arrive at Division-level and then company-level budgets. Cost Centers are the smallest cost units in the organization, which in turn roll up to Division level budgets. Cost Center and Division budgets are prepared and reviewed first by Division Chiefs and/or their designee before they are submitted to the Finance and Budget Department for analysis. The Budget Department conducts an extensive review of the requested budgets, validates current and projected expenditures, and identifies outstanding issues for consideration during reviews with the Division Chiefs and/or their designee. All expenditures submitted for consideration must include a supporting justification worksheet. The Budget Department then meets with each Division Chief and/or their designee to review any requests or adjustments to finalize the amounts to be included in the budget.

Completed Division budgets are then reviewed at the policy level by the Executive Director, Budget Department, and Division Chiefs for appropriateness of programs to assure they meet TA goals and objectives for the upcoming budget year. The Executive Director, Finance and Budget Department, and Division Chiefs conduct additional reviews of budget requests and may recommend adjustments in order to maximize TA resources. After final budget adjustments are made, the Finance Division (Finance and Budget Department) will present the operating budget to the Executive Director for consideration. Upon Executive Director's approval, the budget is presented to the TA Board of Directors. The Board shall cause notice of a public hearing to be published pursuant to Section 6061 of the Public Utilities Code in a newspaper published in the principal county. The Board generally votes to adopt the operating budget at this hearing.

The capital budget is prepared and presented to the Board of Directors in conjunction with the operating budget. A review of TA and Division level goals and objectives starts the capital budget process. The San Mateo County Transit District (SamTrans) serves as the managing agency for the TA. The TA Program Department (within the Development Division) is responsible for distribution of budget instructions and materials for the capital budget and for monitoring the long-range capital program to ensure program accordance with Measure A (see page 14 for an explanation of "Measure A").

STRATEGIC PLAN UPDATE

Measure A, now in its 16th year, will expire in 2008. Over the course of the measure, a Strategic Plan has been developed and updated to help the Transportation Authority and other decision-makers guide the implementation of Measure A. The Strategic Plan and updates have been used to assess the progress made in bringing specific projects on line.

The plans have also provided a forecast of available funding sources for the remaining years of Measure A along with priorities for remaining projects.

The first Strategic Plan was prepared in 1995 and updated in 1999. With Measure A's sunset on the horizon, the 2004 update becomes a critical guide defining the course of action for the remaining five years of the Measure.

The TA Administration Department identifies projects that have been accomplished and which will be completed during the balance of Measure A. The department then assesses the amount of funding available in major expenditure categories, budget shortfalls, and strategies that should be taken to maximize the benefit of available funding. They also determine how remaining money should be programmed and which projects can be realistically delivered. The Board approved a new expenditure plan and the Board of Supervisors has put in on the November 2004 ballot. This review also determines whether unfunded projects in the current plan have priority for the next Countywide Transportation Expenditure Plan.

Not all of the projects that were contemplated 16 years ago can be accomplished under the current Measure A. Several factors have come into play. In some cases, construction estimates have proven to be unrealistic, and inflation has eroded available dollars. Grant sources have also been lower than projected. Some projects were dropped because of changes in local community priorities. It is also apparent that, despite the \$278 million in Measure A dollars that have already been invested in the transportation infrastructure, new projects for easing congestion are being identified. For example, major improvements have been made to the Caltrain system, and demand for additional projects and transit connections has increased. The TA's Strategic Plan is currently being updated by staff and is anticipated to be ready for Board review in late 2004 or early 2005. The update will help San Mateo County leaders, and the public as a whole, decide how to address the county's ongoing transportation needs.

BUDGET AMENDMENT PROCESS

The Board of Directors may amend the budget during the fiscal year following formal adoption. Procedures for implementing changes follow very closely with the budget development process itself. In the event that a project scope changes, additional funds may be required to accommodate the project. The project manager prepares a staff report and resolution and presents the amendment to the Board of Directors. Upon approval of the amendment, corresponding documentation is submitted to the budget department and the amendment is completed.

BUDGET ASSUMPTIONS FOR FISCAL YEAR 2005

WAGES AND BENEFITS Wages and benefits are calculated by the Budget Department based the San Mateo County Transit District (SamTrans) salary ordinance. SamTrans serves as the administrative partner of TA and, as such provides staffing services to the TA. Because of the leveling off of the economic downturn, there was a 4 percent wage increase budgeted for FY2005.

STAFFING CHANGES Cost Center Managers requested staffing changes through their Division Chief Officer. A summary report of requests was compiled and submitted to the Executive Director for review and approval. Because of the current economic downturn there was a reduction in force in FY2004 and no staffing increases budgeted for FY2005.

OTHER EXPENDITURES Cost Center Managers prepared estimated expenses for the FY2005 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 using Excel software and Peoplesoft Budget Module. Summary Cost Center Line Items and Detail Line Item Worksheet templates for expenditure line items were provided for the Cost Center Manager's convenience.

FY2005 EXPENDITURES FOR THE TA

C/CAG CONGESTION RELIEF PLAN:

Included in the FY2005 Transportation Authority SM/Caltrain Shuttle Program budget is \$500,000 for city shuttles and is referred to as the "C/CAG Congestion Relief Plan – Shuttles." This program provides Peninsula communities with shuttle service between residential areas, Caltrain stations, and major downtown areas.

PARATRANSIT:

SamTrans has requested that \$2.1 million be allocated to fund the Paratransit activities of San Mateo County from the "Unreserved – Designated for Paratransit Fund Balance" of \$3.9 million. This allocation is a result of a reduction in FY2004 SamTrans funding sources.

SERVICE CHANGES

FY2005 is the first full fiscal year of the C/CAG Congestion Relief Plan – Shuttles Service funded by the Transportation Authority and administered by the SamTrans.

POLICY

Measure A (San Mateo County Ordinance No. 03135) was placed on the ballot June 7, 1988 and was approved by the voters of San Mateo County so as to:

- 1) Create a San Mateo County Transportation Authority.
- 2) Authorize the Authority to impose for no more than twenty (20) years a retail sales/use tax of one-half of one percent to implement the San Mateo County Transportation Expenditure Plan (the "Plan") to aid mass transit and realize other traffic and transportation projects/purposes;
- 3) Authorize the Authority to issue from time to time in an aggregate amount not to exceed \$804,000,000.00

outstanding at any one time limited tax bonds payable from these revenues; and

- 4) Approve the California Constitution Article XIII B appropriations limit of \$405,506,078.

THE PLAN

At that time, State law authorized San Mateo County to create a county Transportation Authority and to impose the additional sales tax for the purpose of funding local transportation projects. The law also required the Board of Supervisors and a majority of the cities representing a majority of the population of the county in the cities to agree on a local transportation plan. The Board of Supervisors then submitted to the voters the question of imposing a sales tax to fund the approved plan (Measure A referred to above).

The proceeds of the half-cent sales tax may be used solely for the projects and purposes set forth in the approved Plan, including any future amendments to the Plan (to date there have been none), and for the administration of the Plan.

The Plan contains various traffic and transportation projects. The first priority of the Plan is Caltrain improvements, including the proposed extension to the Transbay Terminal, grade separations, and other improvements. Other proposed projects include improvements to Highways 1, 84, 92, 101, 280; interchange improvements at various locations along Highway 101; access improvements along Highway 280; paratransit programs; improvement of local transportation, including streets and roads in the county and the 20 cities; and transportation system management.

By design, the one-half cent sales tax is a funding mechanism for a variety of specific capital projects and programs as authorized in the plan.

The TA incurs general government cost associated with managing and administering the collection, investment and disbursement of the one-half cent sales tax.

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.

The transportation projects voted on by Measure A were listed in the Countywide Transportation Expenditure Plan (CTEP). The CTEP identified approximately 80 specific transportation improvement projects and specified annual allocations of the sales tax revenues for local street and road programs (within San Mateo

County and the 20 cities in the county), the Transportation System Management Program, and bicycle programs.

The TA's Strategic Plan and Strategic Plan Updates in conjunction with the Measure A Plan guide the selection process for TA capital projects. Capital projects are then prioritized initially by the City and County Association of Governments (C/CAG), which is an advisory committee with representatives from each city in San Mateo County. Once the projects have been prioritized by C/CAG they are compared to the current years Countywide Transportation Expenditure Plan (CTEP) for final prioritization. CTEP is a prioritization plan of all the transportation improvement projects countywide.

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, is carried out as a prerequisite for the implementation of any project.

Annually, 20 percent of the total revenue generated by the sales tax will be allocated to the 20 cities and the county for local transportation improvements, including streets and roads. The annual distribution is based 50 percent on population and 50 percent on road miles.

Annually, 0.7 percent of the projected sales tax revenue is allocated to fund Transportation Systems Management (TSM). One objective is to encourage more efficient use of existing transportation networks through ride sharing (car and vanpools), flexible work hours, etc. Another objective is to encourage countywide long-range planning leading to growth targets and a jobs/housing balance.

Since inception, \$33.6 million generated by sales tax has been allocated to a special reserve fund to support paratransit programs. Per the ballot measure that created the TA, commencing in year four and each year thereafter, SamTrans, with the advice of the San Mateo County Paratransit Coordinating Council (PCC) and San Mateo County will allocate for paratransit purposes the interest earned on the \$25 million reserve fund, to augment existing state, federal and local funds. The proceeds are used to achieve the goals and recommendations of the County Paratransit Plan, as amended from time to time. The funds may also be used for operating or capital purposes. The Trust Fund is maintained in perpetuity.

BUDGET PREPARATION CALENDAR FOR FY2005

<u>DATE</u>	<u>ACTIVITY</u>
November 1, through November 15, 2003	Budget committee developed the Overall FY2005 Budget Process: Prepared budget assumptions based on adopted Goals and Objectives; Budgeted development schedule and tasks.
November 20, 2003	Presented the Business plan and budget at Executive Officers meeting.
November 20, 2003	Sent out notification of the January 30th budget kick-off meeting.
January 26, 2004	Budget Assumptions and Instructions were delivered to CFO.
January 28, 2004	Finalized Budget Assumptions and Instructions.
January 30, 2004	Budget packages were distributed to all departments.
February 13, through February 20, 2004	Divisions submitted budget line item detail worksheets, labor distribution reports, and FY2005 Goals & Objectives.
February 27, 2004	A Summary Report and Budget Documentation was submitted to the Executive Director & Division Officers.
March 1, 2004	Capital project requests were due to Development Division.
March 9, 2004	Review Committee finalized FY2005 Capital Budget Proposal.
March 10, through March 16, 2004	Reviewed Capital and Operating budgets with Executive Officers.
March 22, through April 15, 2004	Submitted budgets to the Executive Director for review.
April 19, through April 23, 2004	Adjusted budgets per Executive Director review.
April 29, 2004	Mailed FY2005 TA Budgets to Board Members.
May 6, 2004	Presented FY2005 Budget at TA Board Meeting and called for public hearing on June 3, 2004 to consider the annual budget
May 7, through May 28, 2004	Individual presentations/discussions with Board Members.
June 3, 2004	Public Hearing held and Board adopted FY2005 Operating and Capital Budgets.
June 3, 2004	Board approved the TA Appropriation Limits.

RESOLUTION NO. 2004 – 04

SAN MATEO COUNTY TRANSPORTATION AUTHORITY

**ADOPTING A CAPITAL AND OPERATING BUDGET IN THE AMOUNT OF
\$85,939,500 FOR FISCAL YEAR 2005**

WHEREAS, Section 131265(a) of the California Public Utilities Code requires the Board of Directors to adopt an annual budget for the Authority; 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 3, 2004; and

WHEREAS, the Executive Director has prepared and presented to the Board of Directors a proposed Operating Budget for fiscal year 2005, in the amount of \$24,488,300, which includes; 20 Percent Allocations to Local Entities in the amount of \$11,433,400, TSM allocations in the amount of \$400,200, a new item for Measure A Information and Education in the amount of \$331,000, San Mateo County Shuttle Program in the amount of \$972,600, Dumbarton Bridge in the amount of \$410,000, Paratransit in the amount of \$910,600, Bond Interest Expense in the amount of \$1,480,300, Bond Principal Payment in the amount of \$7,780,000, Administration Expenses in the amount of \$770,200; and a proposed Capital Budget for fiscal year 2005 in the amount of \$61,451,200 with carry-forward Capital Allocations of \$130,297,400 to be adjusted upon completion of final audited numbers which sets forth projected revenues and expenses associated with the Authority's capital and operating programs.

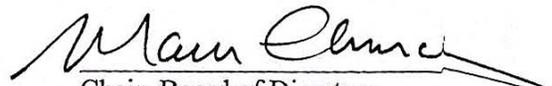
NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Mateo County Transportation Authority adopts the Capital and Operating Budget for fiscal year 2005 in the amount of \$85,939,500, copies of which are attached and incorporated by this reference.

Regularly passed and adopted the 3rd day of June 2004, by the following vote

AYES: Galligan, Gordon, Lee, Panza, Ruskin, Church

NOES: None

ABSENT: Guingona


Chair, Board of Directors

ATTEST:


Board Secretary

Section One

INTRODUCTION

- **Budget Message**
- **The Reporting Entity and its Programs or Services**
- **Map of Completed and Active Projects**
- **General Organization Chart**
- **Board of Directors, Executive Staff and General Counsel**
- **Measure A Expenditure Plan Goals**
- **Measure A Measurement of Results FY2005**
- **FY2005 Executive Budget Summary**



BOARD OF DIRECTORS 2004

MARK CHURCH, CHAIR
JOHN LEE, VICE CHAIR
JOE GALLIGAN
RICH GORDON
MICHAEL P. GUINGONA
LEE J. PANZA
IRA RUSKIN

MICHAEL J. SCANLON
EXECUTIVE DIRECTOR

DATE: September 9, 2004
TO: Government Finance Officers Association
SUBJECT: FY 2005 BUDGET

We are pleased to transmit the FY 2005 San Mateo County Transportation Authority budget, which was adopted by the Authority on June 3, 2004. Total Program Expenditures, including capital carryover amounts, are \$216.2 million.

Total FY 2005 Revenue is \$71.2 million, a decrease of \$2.4 million or 3.3 percent from the projected FY 2004 actual. FY 2005 Sales Tax Receipts are projected at \$57.2 million, an increase of \$1.1 million or 2.0 percent from the projected FY2004. FY2005 Transfer In from Paratransit Fund decreased \$3.7 million, or 100 percent as well as a decrease in Miscellaneous Revenue (one-time grant) in the amount of \$.7 million, or 100 percent.

Total Other Expenditures at \$24.5 million are projected to increase \$0.5 million or 2.1 percent over the \$24.0 million projected in FY 2004. Capital expenditures are budgeted at \$191.7 million for FY 2005. Capital Carryover elements represent funding for projects currently underway or projects scheduled to begin during the budget period. Bond Principal Payments are budgeted at \$7.8 million in FY 2005 compared to a projected figure of \$7.5 million for the year just completed.

The intent of this report is to provide a comprehensive single source of information regarding the Transportation Authority. The report includes a budget guide and five major sections: The Board Resolution Adopting the Budget, Executive Staff and General Counsel, Transportation Authority's Funding Source, SMCTA Organizational Chart, FY 2005 Capital Budget Summary, and Glossary of Terms. This report will be expanded and modified each year, based upon feedback from reviewers and users of the report.

Sincerely,

A handwritten signature in blue ink that reads 'Michael J. Scanlon' is written over a horizontal line.

Michael J. Scanlon
Executive Director

THE REPORTING ENTITY AND ITS PROGRAMS OR SERVICES

The Reporting Entity

The San Mateo County Transportation Authority is an independent agency formed to administer the proceeds of a countywide half-cent sales tax. Measure A, which established the program, was approved by voters in June 1988.

The sales tax started to be collected January 1989. The tax will expire on December 31, 2008.

Measure A included a specific expenditure plan with a broad spectrum of projects and programs, including Caltrain (A 77.2 mile rail line providing service from San Francisco to Gilroy), upgrades and improvements, highway and street projects, 20 percent allocation for local streets and roads, and paratransit service for people with disabilities. The TA has also allocated funding for Transportation Systems Management (TSM) programs, aimed at reducing traffic through various means, including funding for shuttles, rideshare and vanpool programs, and incentive programs for bicycling and riding transit.

Whenever possible, the TA staff has worked to use Measure A dollars to leverage matching state and federal funds. These funding partnerships have naturally led to partnerships with city, county, state and federal agencies in designing and constructing projects.

PROGRAMS OR SERVICES

- I. Public Transit
- II. Streets and Highways Improvements
- III. Paratransit
- IV. Transportation Systems Management
- V. Bicycles
- VI. Local Entities

I. Public Transit

- Caltrain Right of Way Purchase
- Caltrain San Francisco Downtown Extension
- Caltrain Joint Powers Board Local Share (San Mateo)
- Caltrain Rapid Rail Program
- Caltrain Maintenance Facility, Santa Clara County

Caltrain Stations

- Caltrain Station Relocation Study
- Caltrain So. San Francisco Station Platform/Track Design

- Caltrain San Bruno Station Feasibility Study
- Caltrain San Bruno Station Platform/Track Design
- Caltrain Burlingame/Hillsdale/Atherton Study
- Caltrain Hillsdale Station Platform Improvements
- Caltrain Broadway (Burlingame) Station Platform Improvements
- Caltrain Burlingame Station Platform/ Track Design
- Caltrain Atherton Station Platform Improvements
- Caltrain Bayshore Station (Brisbane) Construction
- Caltrain San Mateo Station Platform Extension/Pedestrian Tunnel
- Caltrain Hayward Park Station West Side Design
- West Railroad Avenue (San Mateo Creek-Tilton), San Mateo
- North Railroad Avenue (First-Third avenues), San Mateo

Caltrain Parking Expansion
Dumbarton Rail Right of Way Acquisition
Dumbarton Rail Engineering

Grade Crossings

- San Mateo County Grade Crossing Rehabilitation

Grade Separations

- Right of Way Preservation
- Planning Studies
- Oyster Point Boulevard, So. San Francisco
- Linden Avenue, So. San Francisco
- San Bruno Avenue, San Mateo Ave and Angus Ave, San Bruno
- Millbrae Avenue, Millbrae
- Broadway, Burlingame
- Peninsula Avenue, Burlingame
- Tilton, Santa Inez, East Poplar, Monte Diablo, San Mateo
- Third Avenue, including First and Second avenues, San Mateo
- Fourth Avenue, including Fifth through Ninth avenues, San Mateo
- Poplar Avenue, San Mateo
- 25th Avenue, San Mateo
- Ralston Avenue, Belmont
- Harbor Boulevard, Belmont
- Holly Street, San Carlos
- Howard/Brittan avenues, San Carlos
- Fifth Avenue, Redwood City
- Whipple Avenue, Redwood City
- Jefferson Avenue, Redwood City
- Brewster Avenue, Redwood City
- Broadway, Redwood City
- Menlo Park Grade Separation Study

II. Streets and Highway Improvements

Hwy. 101 Interchange - Candlestick Park, Brisbane
Hwy. 101 Interchange - Oyster Point Boulevard, So. San Francisco
Hwy. 101 Interchange - Oyster Point Boulevard. Phase II
Hwy. 101 Interchange - Oyster Point Boulevard Phase III
Hwy. 101 Interchange - Broadway, Burlingame
Hwy. 101 Interchange - Peninsula, Burlingame
Hwy. 101 Interchange - Brittan Avenue, San Carlos Ramps
Hwy. 101 Interchange - Route 84, Redwood City
Hwy. 101 Interchange - Willow Road, Menlo Park
Hwy. 101 Interchange - Marsh Road, Menlo Park
Hwy. 101/University Avenue Reconstruction, East Palo Alto
Hwy. 101 Auxiliary Lanes - San Francisco County line to Sierra Point
Hwy. 101 Auxiliary Lanes - Sierra Point to San Bruno
Hwy. 101 Auxiliary Lanes - Millbrae to Third Avenue
Hwy. 101 Auxiliary Lanes - Third Avenue to Hwy. 92
Hwy. 101 Auxiliary Lanes - Hillsdale Blvd. to Ralston Avenue
Hwy. 101 Auxiliary Lanes - Ralston Avenue to March Road
Hwy. 101 Auxiliary Lanes - Marsh Road to San Mateo/Santa Clara County Line
Hwy. 92 Improvements - Hwy. 1 to Half Moon Bay City Limits
Hwy. 92 Improvements - Half Moon Bay City Limits to Pilarcitos Creek
Hwy. 92 Improvements - Pilarcitos Creek to Hwy. 35
Hwy. 92 Improvements - Hwy. 35 to Hwy. 280
Hwy. 92 Improvements - Hwy. 101 to I-280
Hwy. 84 - Bayfront Expressway Interim Improvement Willow Road to Marsh Rd.
Hwy. 84 - Bayfront Expressway Extension - Marsh Road to Woodside Road
Hwy. 84 - Improvements, Broadway to El Camino
I-280 - Eastmoor/Sullivan Off-Ramp
I-280 - D Street On-Ramp and Overcrossing
I-280 - Crestview Drive Connection
I-280/I-380 Local Access
I-280 - Hwy. 1 and I-280/Serramonte Blvd. Interchange
Hwy. 1 Improvements - Fassler Ave. to Westport Dr.
Hwy. 1 Improvements - Miramontes Point to Capistrano Study
Geneva Avenue Corridor Study
C/CAG Services (travel forecast work)
C/CAG Intelligent Transportation System (ITS) Study
C/CAG Ramp Metering Study
2020 Peninsula Gateway Study

III. Paratransit

Many San Mateo County residents have disabilities that prevent them from riding SamTrans' fixed-route buses or from getting to the bus stop. For them, paratransit is the answer.

Voters demonstrated their support for paratransit with the passage of Measure A in June 1988, which established a \$25 million Paratransit Trust Fund that provides interest income to support the county's paratransit program.

The fund has enabled Redi-Wheels, operated by SamTrans, to expand its paratransit service. In its first year of operation in 1977, Redi-Wheels certified 300 people for paratransit service. Today, approximately 7,100 county residents have been certified by Redi-Wheels as meeting the criteria of the Americans with Disabilities Act to receive paratransit service, and 200 new applicants are certified every month. Service is available 365 days a year, from 5:30 a.m. to midnight, with 24 hour service in some corridors.

The first allocation of proceeds from the Paratransit Trust Fund was made in 1990. Since that time, Redi-Wheels has provided 1.4 million paratransit trips. Trust fund proceeds have been used to add new vehicles, to expand the travel training program to encourage customers to use regular fixed-route service when they are able, and to make modifications to improve service delivery. Trust fund proceeds will continue to be used to increase the capacity of paratransit service.

IV. Transportation Systems Management

From its inception, the Transportation Authority has helped to fund Transportation Systems Management programs to get cars off congested freeways and to help unclog traffic on city streets. These customized programs may target localized problems or they may target individual driving habits. What the TSM programs have in common is that they can have an incremental - but discernible - impact in reducing traffic congestion.

In the past, the TA has supported projects to interconnect traffic signals, for example, shuttles, guaranteed ride home programs, and transit passes.

For the past three years, the Transportation Authority has channeled the majority of its TSM allocation to the agency now known as the Peninsula Congestion Relief Alliance. Formed through a merger of the Multi-City and Inter-City TSM agencies, the Alliance brings together a coordinated program for 15 cities: Belmont, Brisbane, Burlingame, Colma, Daly City, East Palo Alto, Foster City, Half Moon Bay, Millbrae, Pacifica, Redwood City, San Bruno, San Carlos, San Mateo and South San Francisco.

The Alliance is concentrating on four primary programs: 1) extensive outreach to medium and large-sized employers in the Redwood Shores area and other large business centers, 2) vanpools and carpools, 3) outreach to new commercial developments, and 4) Caltrain shuttle management. Other core programs include bike locker subsidies and transit incentives. The goal is to move 30 percent to 35 percent of all commute trips into alternative transportation forms at least twice per week.

The City of Menlo Park and San Francisco International Airport maintain their own Transportation Demand Management Programs but work in partnership with the Alliance.

V. Bicycles

Bicycles continue to grow in popularity as a vehicle for commuting, as well as recreation, and the San Mateo County Transportation Authority has helped support this transit mode.

In 1992-93, the Transportation Authority advanced funds to the Bicycle Advisory Committee to print San Mateo County bicycle maps.

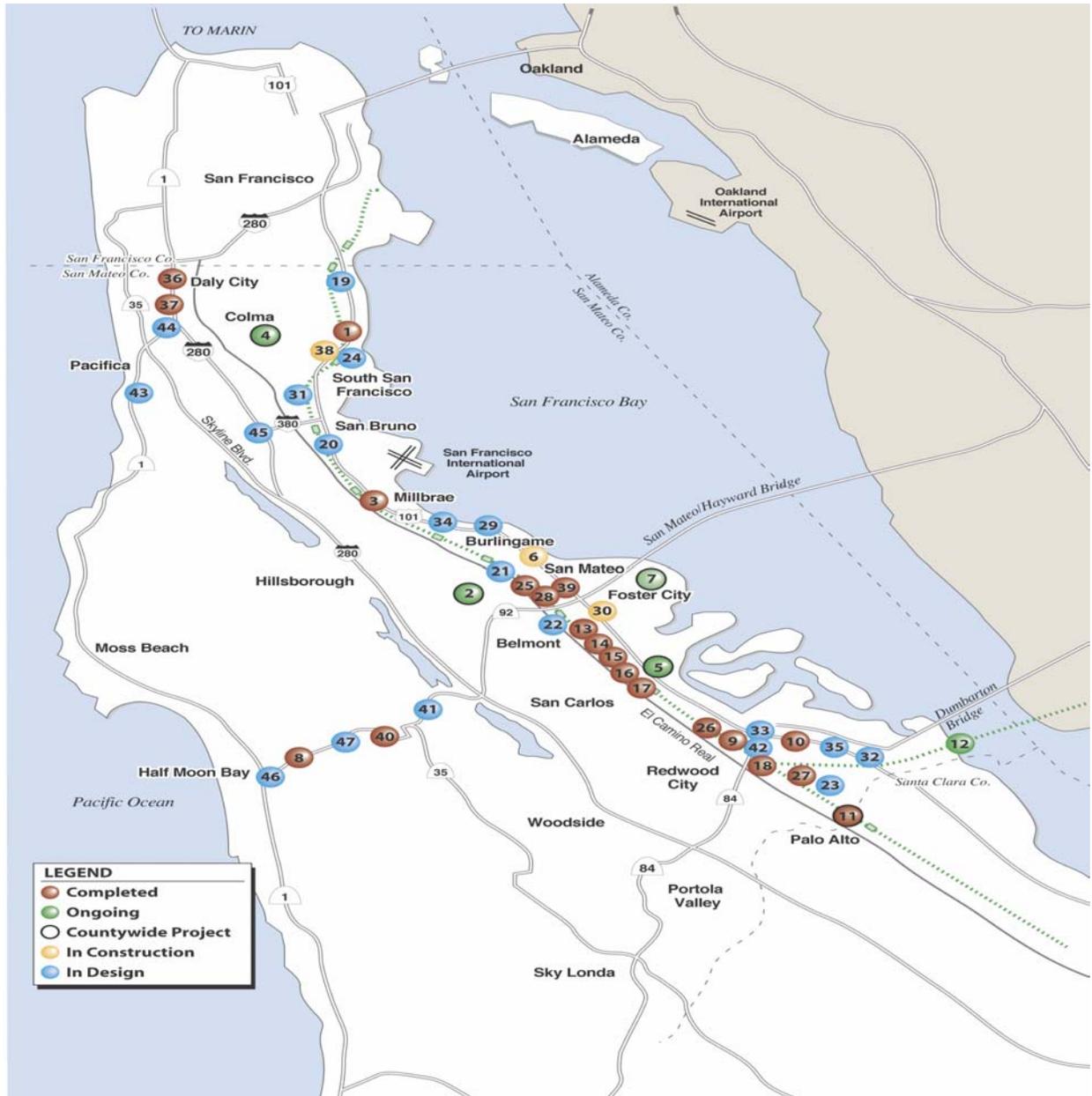
VI. Local Entities

Twenty percent of the funds generated by Measure A every year go to local cities and San Mateo County for improvements to local transportation, including streets and roads. The funds are distributed on a formula based on population and the number of road-miles.

Local Entity	*Fiscal Year 2003-2004	**Total To Date
Atherton	206,650	2,793,426
Belmont	388,212	5,267,276
Brisbane	89,630	1,123,145
Burlingame	460,858	6,147,653
Colma	32,762	426,975
Daly City	1,140,970	15,022,630
East Palo Alto	352,273	4,251,539
Foster City	368,599	4,951,870
Half Moon Bay	174,876	2,125,425
Hillsborough	328,715	4,436,088
Menlo Park	531,532	6,698,942
Millbrae	319,621	4,357,537
Pacifica	566,924	7,701,707
Portola Valley	163,043	1,910,229
Redwood City	1,053,203	13,954,368
San Bruno	551,584	7,681,736
San Carlos	467,981	6,227,517
San Mateo	1,292,617	17,173,142
South San Francisco	838,114	11,011,326
Woodside	184,409	2,368,924
San Mateo County	1,444,593	19,312,330
Total	10,957,166	144,943,785

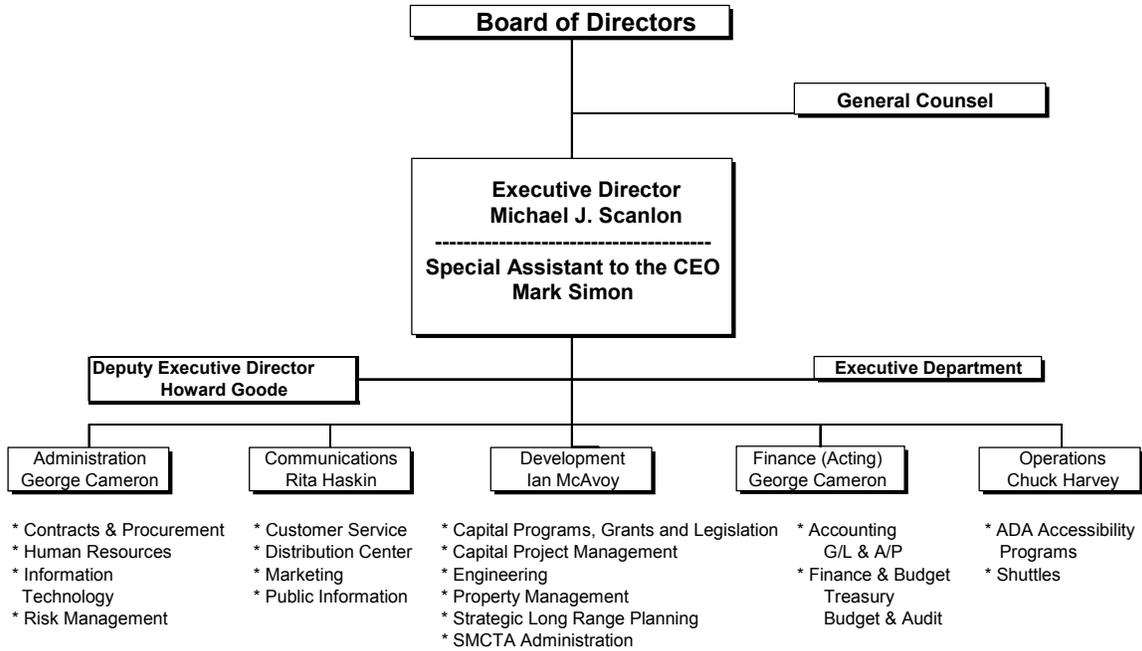
* Total is taken from monthly statements issued by the county Controller's Office which is not adjusted for year-end accruals. Cash receipts may vary. ** Inception through June 30, 2004.

MEASURE A PROJECTS



- | | | | |
|----------------------------------------------------------------------|--------------------------------------------------|-------------------------------------------------------|-----------------------------------------------------------------------|
| 1. South San Francisco – Oyster Point Blvd. Interchange Improvements | 11. Caltrain (Countrywide Program) Modification. | 27. Menlo Park | Creek |
| 2. Paratransit (Countrywide Program) | 12. Dumbarton Rail Corridor | 28. Hayward Park | 41. Hwy 92 – climbing lanes – Route 35 – I-280 |
| 3. Millbrae- Millbrae Avenue Grade Separation | 13. Ralston Avenue | 29. 3 rd Avenue to Millbrae Avenue | 42. Woodside Road widening – El Camino Real – Broadway – Redwood City |
| 4. TSM and Caltrain Shuttles, (Countrywide Program) | 14. Harbor Boulevard | 30. Highway 92 – Marsh Road | 43. Hwy 1 widening – Fassler to Westport |
| 5. Funding to Local Agencies (Countrywide Program) | 15. Holly Street | 31. Sierra Point to San Francisco County Line | 44. I-280 – Hwy 1 – ramp improvements |
| 6. Highway 101 Auxiliary Lanes (Countrywide Program) | 16. Brittan Avenue | 32. Marsh Road to Santa Clara County Line | 45. I-280/I-380 – local access improvements |
| 7. Bikes (Countrywide Program) | 17. Howard Avenue | 33. Woodside Road and Highway 84 | 46. Hwy 92 widening within Half Moon Bay city limits |
| 8. Highway 92 Improvements | 18. Fifth Avenue | 34. Broadway | 47. Hwy 92 realignment, Half Moon Bay to Pilarcitos Creek |
| 9. Redwood City – Jefferson Avenue Grade Separation | 19. Linden Avenue | 35. Willow Road | |
| 10. Menlo Park – U.S. 101/ Marsh Road Interchange | 20. San Bruno Avenue | 36. Interstate 280 – Eastmoor Avenue offramp | |
| | 21. Poplar/Tilton Avenue | 37. D Street overcrossing at I – 280 | |
| | 22. 25 th Avenue offramp | 38. Oyster Point Boulevard flyover/ hook ramps/US 101 | |
| | 23. Ravenswood Avenue | 39. US 101 widening – Hwy 92 – 3 rd Avenue | |
| | 24. South San Francisco | 40. Hwy 92 – Skyline Boulevard – Pilarcitos | |
| | 25. San Mateo | | |
| | 26. Redwood City | | |

SAN MATEO COUNTY TRANSPORTATION AUTHORITY



**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS – 2005**

MARK CHURCH was elected to the Board of Supervisors in 2000 and currently serves as its vice president. He previously served as mayor (1997-1998) and city councilman (1995-1999) of the City of Millbrae. Supervisor Church is a third generation Californian and a San Mateo County native. He received his Bachelors degree in Business Administration (magna cum laude) from the University of the Pacific in 1973 and his Juris Doctor degree from McGeorge School of Law in 1976. He was admitted to the California Bar in 1976 and has been in private practice for over 25 years. As a member of the Board of Supervisors, Supervisor Church represents the County on numerous agencies. In addition to serving as chair of the Transportation Authority, he serves as vice-chair of the Airport/Community Roundtable and co-chair of the Child Care Partnership Council. He also represents the county on the Criminal Justice Council, the Workforce Investment Board, and the Executive Board of the Association of Bay Area Governments (ABAG). In 2001, Supervisor Church was appointed by the Governor to represent local governments throughout California on the State Seismic Safety Commission.

JOSEPH GALLIGAN was raised and currently lives in Burlingame. He attended local schools and, after receiving a Bachelor of Accountancy, completed his Masters of Science in Taxation from Golden Gate University. He is a Certified Public Accountant and started his own accounting practice in 1980 specializing in tax planning, business valuation, litigation services and tax return preparation. He was elected to the Burlingame City Council in 1997 and served as mayor in 2001. In addition to sitting on many budget advisory committees including the San Mateo High School District and Community GatePath, Director Galligan has served on many local non-profit boards of directors, including President of Burlingame Rotary 1993/1994, President of Mission Hospice in 1991 and 1992, current treasurer of the Legal Aid Society of San Mateo County and former Bank Director of both Mid-Peninsula Bank and Peninsula Bank of Commerce. Additionally, Director Galligan also was chairman of the 2002 San Mateo County, San Francisco County Special Olympics Walk for Gold. Director Galligan joined the TA in 2002.

RICH GORDON has served as a member of the San Mateo County Board of Supervisors since 1997. He was appointed to represent the Board of Supervisors on the TA in 1999. He was chair of the TA Board in 1999 and 2000. Prior to his election to the San Mateo County Board of Supervisors, Supervisor Gordon was a member of the county Board of Education, to which he was elected in 1992 and re-elected in 1996. Between 1976 and 1992, he worked in the non-profit sector, originally with the YMCA and later with Youth and Family Assistance. Supervisor Gordon created some of the most innovative social programs for at-risk youth, including Daybreak, the first suburban shelter for homeless youth in the country, and MiMe's Café in Redwood City. He is a third generation Californian, having been born and raised in San Mateo County.

MICHAEL P. GUINGONA was born in San Francisco and raised in the Daly City. He was elected to his second term as mayor of Daly City in 1997, and a third term in 2001. In addition to his duties as a City Council member, Director Guingona represents a larger

constituency as a member of the San Mateo County Transit District Board of Directors and the Transportation Authority. He is also actively involved with the Sister City Committee and was instrumental in initiating the Daly City-Quezon City (Philippines) Sister City partnership. His professional affiliations include membership in the California Trial Lawyers Association, the State Bar of California, the Bar Association of San Francisco, the Filipino Bar Association of Northern California, and the California Public Defenders Association.

JOHN LEE is currently a member of the San Mateo City Council. He was the mayor in 2001. Director Lee served in the United States Marine Corps for 22 years, serving in Korea and Vietnam. He was first appointed to the Board of Directors of the San Mateo County Transportation Authority in 2000 and is currently vice-chair. Director Lee is one of the founders of Telogy, Inc. a high technology electronics company in Union City. He is a member of the Airport Community Roundtable and serves on the Board of Directors of the American Heart Association.

LEE PANZA has been serving on the Brisbane City Council since 1989 and has twice held the office of mayor. His professional career is in construction project management, and he has spent 32 years in the construction industry. Director Panza also represents Brisbane on the C/CAG, and is the liaison between C/CAG and the San Mateo County Transportation Authority, having served on the Board of Directors since 1996.

IRA RUSKIN is a former mayor and current City Council Member of Redwood City. He was first elected to the council in 1995 and was re-elected in 2003. He was appointed to the Board of Directors of the San Mateo County Transportation Authority in 2000. Director Ruskin also serves as chair of the Committee for Regional Water Reliability, representing 29 Bay Area cities and water districts in San Mateo, Santa Clara, and Alameda counties, working to ensure the repair of the Hetch Hetchy regional water system. He has a consulting business in strategic communications, specializing in marketing strategies utilizing video, web-based, and other multimedia tools.

EXECUTIVE DIRECTOR

Michael J. Scanlon

DEPUTY EXECUTIVE DIRECTOR

Howard Goode

DIVISION OFFICERS

George Cameron – Chief Administration Officer

George Cameron – Acting Chief Financial Officer

Ian McAvoy – Chief Development Officer

Chuck Harvey – Chief Operating Officer

Rita Haskin – Chief Communications Officer

GENERAL COUNSEL

HANSON, BRIDGETT, MARCUS, VLAHOS & RUDY

David J. Miller

Joan Cassman

MEASURE A EXPENDITURE PLAN, PROJECT & PROGRAM GOALS

Preamble

San Mateo County, located between the financial and technology centers of San Francisco and Silicon Valley, enjoys a unique position and role in the Bay Area. Home to the fifth largest airport in the nation, San Francisco International, the county has experienced rapid employment growth during the last decade. Despite the recent economic slowdown, San Mateo County is still projecting growth in population and jobs by the year 2020.

Rolling back current congestion levels and preserving the county's quality of life will require the implementation of transportation systems management strategies in concert with appropriate transportation projects. Measure A's expenditure plans, projects, and programs should continue to improve countywide congestion, while anticipating the county's future transportation needs. For an extended measure, the Expenditure plans, projects and programs are based upon strategies developed by the county's transportation agencies. The Plan is composed of three elements:

- **Policies** - A statement of goals and strategies.
- **Programs** - A description of the types of projects to be funded and the relative funding share for each major category of the plan.
- **Projects** - Identification of specific projects and required funding.

Policies

I. EXPENDITURE PLAN, PROJECT & PROGRAM GOALS

- **Goal A:** Expenditure Plan, Projects and Programs will be based upon a countywide transportation plan, which reduces congestion levels.

Discussion: The objective of new transportation investments is to relieve existing congestion levels and introduce new county development. Achieving this objective will require a combination of effective project and program selection and adequate funding. The local transportation sales tax plays a key role in leveraging significant transportation funding from federal, state, regional and other local funds.

- **Goal B:** Expenditure Plan, Projects and Programs will be selected and prioritized based upon their cost-effectiveness in reducing congestion.

Discussion: Congestion problems will be addressed through a variety of projects and programs. Building new highway capacity, expanded transit services, transportation systems management, and even land use planning measures can be a part of the solution. A successful plan will include a mix of strategies, programs and projects that are selected based on their ability to meet mobility objectives.

- **Goal C:** Expenditure Plan, Projects and Programs should address mobility requirements throughout the county.

Discussion: Projects will be targeted to congested locations and mobility impediments.

- **Goal D:** Expenditure Plan, Projects and Programs that provide regional connections should be identified and funded with neighboring counties and regional agencies.

Discussion: Experience with the existing Measure A Expenditure Plan has highlighted both the importance of regional projects and difficulties that can result. Both the Caltrain downtown extension and Dumbarton Corridor projects have encountered this challenge.

- **Goal E:** Expenditure Plan, Projects and Programs will be selected and designed to preserve and enhance the quality of life in San Mateo County. The needs of youth, low-income, elderly, and the mobility-impaired need to be addressed.

Discussion: Congestion and barriers to mobility can be an obstacle to the high quality of life available to those living and working in the county. The special transportation needs of segments of the county's population require a focused effort. These groups include youth, low-income, the elderly and mobility impaired, all of whom need convenient access to schools, employment, medical, cultural and social facilities. Continued support of local street and road maintenance along with a rollback of congestion will provide residents the ability to move easily throughout the county.

- **Goal F:** Expenditure Plan, Projects and Programs will promote and contribute to the continued economic vitality of San Mateo County.

Discussion: Transportation improvements would be targeted to support economic development by continuing to bring employers and their employees to the area as congestion is improved.

- **Goal G:** Expenditure Plan, Projects and Programs will be developed to encourage/facilitate land use decisions that encourage developments on and near key transit corridors.

Discussion: San Mateo County is undergoing a Peninsula Corridor Plan, exploring Transit-Oriented Development (TOD) opportunities along the right of way (ROW), investigating plans to increase connectivity between local communities and transit centers, and developing various modes of access to transit centers. Continue the process of working with cities within the county to rezone vacant property along major roadways and near transit stations for TOD.

II. EXPENDITURE PLAN, PROJECT & PROGRAM STRATEGIES

Build on prior investments through effective management of existing facilities

1. Improve Caltrain service to provide greater frequency and shorter travel times.
2. Improve access to Caltrain stations.
3. Construct grade separations along the Caltrain line to facilitate both vehicular and pedestrian movement and improve safety.
4. Maximize the capacity of the existing highway system through traffic management measures such as signal coordination, freeway ramp metering, High Occupancy Vehicle lanes and motorist information. Also, continue to support and encourage Travel Demand Management programs.
5. Modify existing highway facilities to remove "bottleneck" constraints and allow utilization of full system capacity.
6. Continue to provide funding to cities for maintenance of local streets and roads.

Provide transportation alternatives

1. Provide Transit-Oriented Development contiguous to existing transit systems and employment concentrations along the Highway 101 corridor. Additional improvements to Caltrain coupled with an expanded shuttles program will be an important element.
2. Fund bicycle and pedestrian projects and programs throughout the county to encourage non-motorized travel.
3. Provide sufficient funding to meet the needs of mobility constrained groups including youth, the elderly, and mobility impaired.

Programs

The current Measure A is divided into two major program areas, transit and roadway. Each of these programs is further divided as shown on the Capital Program Table. In addition, there are smaller allocations for Transportation Systems Management and bicycle/pedestrian programs. Some programs, such as highways, contain specific projects to be accomplished. Others, such as Caltrain, provide flexibility to fund various Caltrain capital improvements.

MEASURE A CAPITAL PROGRAM DISTRIBUTION

	Existing Measure A (%)	Revenue Dollars (\$)
TRANSIT		
Caltrain	21.6	233M
Dumbarton	1.7	18M
Paratransit	3.1	34M
Shuttles	0.7	8M
Grade Separations	22.9	246M
Total Transit	50.0	539M
ROADWAY		
New Construction	29.1	315M
Local Streets	20.0	216M
Total Roadways	49.1	531M
OTHER PROGRAMS		
Bicycles/Ped	0.1	1M
Administration	0.8	9M
Total Other Programs	0.9	10M
TOTAL ALL CATEGORIES	100.0%	\$1,080M

MEASURE A MEASUREMENT OF RESULTS FY2005

Measure A authorized the creation of the San Mateo County Transportation Authority and levied a one-half cent sales tax for no more than 20 years. These funds would finance both transit and road projects throughout San Mateo County. At least 50 percent of the money would be spent on transit projects, such as Caltrain, paratransit services, railroad crossing grade separations, and right of way purchases. Twenty percent of the money goes to the cities and the county for local street and transportation projects. Highway projects would include auxiliary lanes on 101 and 92, Dumbarton Bridge access routes, Highway 1 improvements, a new Daly City connection to 280, and other freeway interchange improvements.

Please refer to the schedule beginning on page 101 for details regarding the approved project budgets, expenditures through the fiscal year 2004, and remaining spending authority.

The TA is a pass-through funding organization. As a result, expenditures through fiscal year 2004 and remaining spending authority represent the most accurate quantitative and/or qualitative measurement of the programs for the TA.

FY2005 EXECUTIVE BUDGET SUMMARY

FY2005 Budget compared to the adopted FY2004 Projected Actual:
Presented in thousands (\$000)

Budget	<u>FY2004</u>	<u>FY2005</u>	<u>Difference</u>
Sales Tax Receipts	56,046	57,167	2.0
Interest Income	11,538	12,274	6.4
Rental Income	636	837	31.6
Transfer In	4,666	911	-80.5
Miscellaneous Revenue	709	0	N/A
Total Revenue/Transfers	<u>73,595</u>	<u>71,189</u>	<u>-3.3</u>
20% to Local Entities	11,209	11,433	2.0
TSM Allocations	392	400	2.0
Measure A Information & Education	0	331	N/A
S.M. Caltrain Shuttle	952	973	2.2
Dumbarton	430	410	-4.7
Administration	782	770	-1.5
Current Capital	59,995	61,451	2.4
Capital Carryover	98,094	130,297	32.8
Paratransit	958	911	-4.9
Bond Interest Expense	1,794	1,480	-17.5
Bond Principal Payment	7,465	7,780	4.2
Special Allocation to SamTrans	2,099	0	N/A
Total Expenditures/Transfers	<u>184,170</u>	<u>216,236</u>	<u>17.4</u>

REVENUES:

Sales Tax: The FY2005 projected Sales Tax receipts are \$57.2 million, which is an increase from the FY2004 projected actual of \$56.0 million. The economic slowdown attributed to corporate layoffs and the closure of high tech companies in the Silicon Valley has leveled off based on current economic projections. Staff reduction and closure of these high tech companies substantially impacted the sales tax revenue for San Mateo County in FY2004. Additionally, the effect of the event of 9-11 significantly reduced the amount of tourism revenue in FY2004, but a turnaround is also projected based on current economic projections. The overall effect of these projections is a more optimistic estimate of sales tax revenue for FY2005.

Investment Income: FY2005 amounts are calculated using an estimated interest rate of 3.0 percent. The economic slowdown has also impacted this revenue category. Overall interest revenue for FY2004 resulted in an average interest income rate of approximately 2.86 percent. Our conservative budget estimate for FY2005 anticipates a marginal increase in interest rates and a leveling off of the current decline.

Rental Income: The FY2005 TA's rents are normally adjusted once a year to include a Consumer Price Index (CPI) adjustment. However, Rental income is budgeted conservatively and does not include a CPI adjustment. Many rental agreements include a "Percent of Sales Clause" that provides additional rental for higher sales volume. The 32 percent increase for FY2005 rental income from the FY2004 projected actual is a result of revenue associated with sales commission that is received from renters on TA property.

EXPENDITURES:

20% to Local Entities: \$11,433,400 is based on 20 percent of the anticipated Sales Tax receipts for FY2005.

TSM Allocations: The TSM allocation of \$400,200 for FY2005 is 0.7 percent of the \$57,167,000 projected Sales Tax receipts as provided for in the Measure A distribution plan.

Paratransit: Interest Income from the Paratransit Trust Fund is distributed to Paratransit providers to supplement the cost of Paratransit service. Estimated distributions for FY2005 are \$910,600 with \$54,640 (or 6 percent of the total Paratransit distribution) for the MV Transportation and \$855,960 (or 94 percent of the total Paratransit distribution) for SamTrans according to population distributions in San Mateo County.

Capital Expenditures: \$61,451,200 represents the amount of new Capital Funding authorized by the Board of Directors for FY2005. The Total Capital Plan includes carryover from prior years in the amount of \$130,297,400 for a total FY2005 Capital Program of \$191,748,600.

Bond Interest: The Bond Interest amount of \$1,480,300 is predetermined by the repayment schedule provided in the Bond Trust Agreement.

ADMINISTRATIVE COSTS:

Staff Support: Staff Support costs are \$524,510 for FY2005 which represents Wages and Benefits for Administration and is "net" of a transfer "in" of Overhead Costs from SamTrans (see Overhead and Indirect Cost Recovery, page 39) amounting to \$377,550 and a transfer "out" of expenditures to be capitalized amounting to \$560,000. The Staff Support line item increased \$28,710 or 5.6 percent from the FY 2004 projected. This is primarily due to increased number of project events. Due to budget constraints, selected currently vacant positions have been set aside and will not be filled at this time.

Per Measure A requirements, Staff Support costs are limited to \$571,670 or 1.0 percent of projected Sales Tax Collections for FY2005.

Legal / Professional: The Legal/Professional line item includes \$120,000 for such services as contract review, lease review, and Board meetings.

County Services: County Services include supplemental audit work as needed during the year.

Other Services & Supplies: This line item includes: Temporary Help, Advertising, Printing Services, Consultants, Marketing, and Office Supplies. There is a \$64,360 decrease for FY2005 compared to the FY2004 projected actual. This decrease represents the cost of web site redesign previously done by Consultant and the marketing and renting of Transportation Authority properties incurred in FY2004.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**San Mateo County Transportation Authority
California**

For the Fiscal Year Beginning

July 1, 2003

President

Executive Director

Distinguished Budget Presentation

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Budget Presentation to the San Mateo County Transportation Authority for its annual budget for fiscal years beginning July 1, 2002, and July 1, 2003.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to the GFOA to determine its eligibility for a second consecutive award.

Section Two

FINANCIAL PLAN

- **Summary of Accounting Policies**
- **Budget Summary**
- **Revenue and Expenses as Percentages of Totals**
- **FY2005 Adopted Budget**
- **Fiduciary Fund - Transportation Systems Management**
- **Measure "A" TSM Allocations**
- **Statement of Fund Balance**
- **Fiduciary Fund - Paratransit Trust Fund**
- **Paratransit Trust Fund Allocations**
- **Five-year Comparison of Revenues**
- **Five-year Comparison of Expenses**

FINANCIAL PLAN

SUMMARY OF ACCOUNTING POLICIES

San Mateo County Transportation Authority was formed in June 1988 as a result of the approval of Measure A (One-Half Cent Sales Tax and Transportation Expenditure Plan) by the voters of San Mateo County pursuant to the Bay Area County Traffic and Transportation Funding Act. The TA is responsible for the administration of funds collected through the one-half cent sales tax for a period of 20 years for transportation projects. SamTrans serves as the entity responsible for overall management of the TA.

The TA is the administrative agency responsible for the appropriate use of the one-half cent 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 1.0 percent of the sales tax receipts.

The TA is a revenue source for the various agencies charged with transportation programs and projects within 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 budget adopted by the TA includes amounts for the Special Revenue Fund, Transportation Systems Management and Paratransit Trust Funds and the Debt Service Fund. 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”(Pages 33-35). The exception would be proceeds from 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 purposes for which they are to be spent and the means by which spending activities are controlled. The TA’s funds and account groups are organized as follows:

Governmental Fund Types

Governmental funds use the current financial resources measurement focus and the modified accrual basis of accounting to measure and report their activities. Under the modified accrual basis of accounting, amounts are recognized as revenue when earned, only as long as they are collectible within the period or soon enough afterwards to be used to pay liabilities of the current period. That is, revenues are only recognized under modified accrual accounting to the degree that they are available to finance expenditures

of the fiscal period. Both emphasize near-term inflows and outflows of spendable resources, consistent with the normal focus of the annual appropriated budget.

Special Revenue Fund accounts for the proceeds of the one-half cent sales tax, which is legally restricted to expenditures specified in Measure A.

Debt Service Fund accounts for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Fiduciary Fund Types

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.

The expendable Transportation Systems Management Trust Fund accounts for a Restricted Reserve Account established pursuant to Board Resolution No. 1989-12 passed on July 6, 1989. The resolution authorized the transfer of a principal amount of \$5.0 million to an interest-bearing Restricted Reserve Account to fund the TSM Project in the Transportation Expenditure Plan. Prior to October 7, 1999, interest accrued in the Account was allocated for TSM activities. On October 7, 1999, Board Resolution No. 1999-20 was passed which amended Resolution 1989-12. The amendment was to clarify the intent of the TA to cease making annual allocations for TSM activities from the interest proceeds of the Restricted Reserve Account and make the required annual allocations out of the principal of the Account.

The Paratransit Trust Fund was established as provided in the Transportation Expenditure Plan with a principal balance of \$25.0 million 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. All other Paratransit Trust Fund transactions are accounted for in an expendable trust fund. The expendable portion includes additional allocations to the fund and investment earnings.

Board Resolution 1999-19 passed on September 2, 1999, allocated an additional \$6.6 million to the Paratransit Trust Fund, which represents the fund's projected share of the anticipated growth in the estimated Measure A sales tax collections over the life of Measure A. On November 2, 2000, Board Resolution 2000-32 allocated an additional \$2.3 million to the Paratransit Trust Fund. The Fiscal 2003 and 2004 budgets include a reduction to the allocation of \$2.1 million and \$1.8 million respectively. These amendments are designed to reflect the Paratransit Fund's portion of the projected Measure A lifetime sales tax revenue stream. Amounts in excess of the legally restricted \$25.0 million allocated to the fund by Board resolution may be redesignated by future Board resolution. Interest earned by the Paratransit Trust Fund is allocated to local entities, upon the advice of the Paratransit Coordinating Council and the County, to support the transportation needs of elderly, handicapped, and developmentally disabled persons (Paratransit Programs).

Account Groups

Account groups are used to establish accounting control and accountability for the TA's fixed assets and long-term liabilities, which are not reported in the governmental funds. The following account groups are used:

General Long-Term Debt Account Group accounts for long-term debts, including outstanding principal balance of the limited tax bonds. Debt proceeds are recorded as other financing source in the Special Revenue Fund. Principal and interest payments are recorded as expenditures in the Debt Service Fund.

Basis of accounting refers to the point when revenues and expenditures are recognized in the accounts and reported in the financial statements, regardless of the measurement focus applied.

The Governmental fund types and the expendable trust fund use the modified accrual basis of accounting. Revenues are recognized in the accounting period in which they become both available and measurable (flow of current financial resources measurement focus). Sales tax and investment earnings are recorded when earned. Expenditures are recognized in the accounting period in which the liability is incurred, if measurable, except that principal and interest on general long-term debt are recognized when paid.

The nonexpendable trust fund is accounted for using the accrual basis of accounting. Revenues are recognized when earned and expenditures are recognized when incurred (flow of economic resources measurement focus).

Investments –The TA has three distinct investment policies. One each for the investment of Bond Proceeds Funds, General Funds, and the Paratransit Trust Funds. Investment policies require investment in instruments authorized by the California Government Code. The Bond Proceeds Funds may be invested in U.S. Treasury Securities and Obligations of U.S. Agencies. General Funds may be invested in Bankers Acceptance with a maximum maturity of 180 days, Commercial Paper A1/P1 with a maximum maturity of 270 days, U.S. Treasury Securities, Obligations of U.S. Agencies, Local Agency Investment Fund (LAIF), San Mateo County Investment Funds (SMCIF), Collateralized Time Deposits within the State of California, Negotiable Certificates of Deposit, Repurchase Agreements secured by U.S. Treasury or Agency Obligation, Reverse Repurchase Agreements and Security Lending, and Corporate Bonds and Medium Term Notes. The Paratransit Trust Fund may invest in the following: 1) U.S. Securities with a maximum maturity of 15 year; 2) Obligations of U.S. Agencies with a maximum maturity of 15 years; 3) Local Agency Investment Fund (LAIF); and, 4) San Mateo County Investment Funds (SMCIF).

Investments in pools are not identified as to specific investment securities and are not categorized.

Debt Obligations –

Limited Tax Bonds – In August 1997, TA issued \$80,310,000 of 1997 Series A Bonds to reimburse TA for prior capital expenditures. The bonds were sold at a premium of \$29,760. The cost of issuing the bonds was \$663,514. The bonds bear an average interest rate of 4.33% and are payable from and secured by a pledge of sales tax revenues

received by TA on and after September 1, 1997. Interest payments are due on June 1 and December 1 of each year. The bonds mature on June 1 of each year through June 1, 2008. The payment of principal and interest on the due dates is insured.

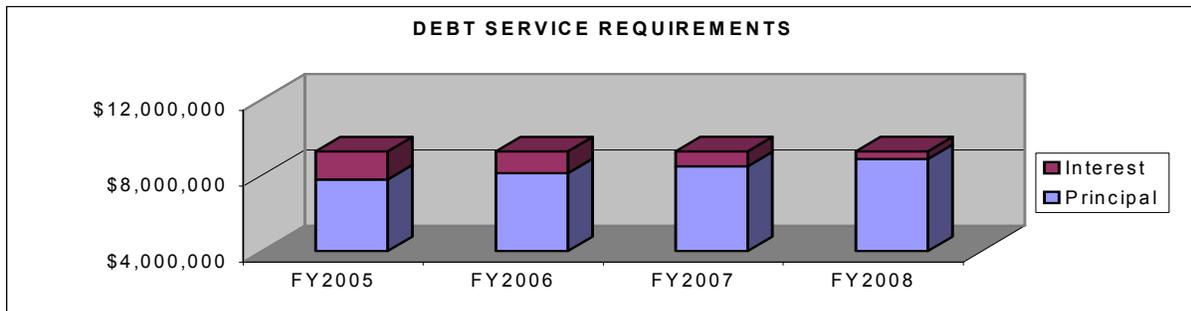
As required by the indenture, a portion of the bond proceeds is retained in a bond reserve fund maintained by a trustee. The debt covenants also require that the trustee receive the monthly sales tax revenue directly from the State Board of Equalization and allocate prescribed amounts to the interest and principal funds that are maintained by the trustee. Money set aside in these funds is reported as restricted assets and as reservations of fund balance.

The enabling legislation (Measure A as approved by the voters in 1988) specifically authorized the TA to issue limited tax bonds from time to time not to exceed \$804,000,000. The current amount of debt subject to this limit is \$33,225,000. This results in a legal debt margin of \$770,775,000. This amount is not anticipated to have an impact on current or future capital projects considering the current sunset clause of 2008 for the TA. Since the TA is basically a “pass through” agency, it has no operating expenditures to impact the debt limit.

The current FY2005 debt obligation is \$7,780,000 principal and \$1,480,305 interest for a total of \$9,260,305.

Debt service requirements to maturity for the limited tax bonds as of June 30, 2005 were as follows:

Year Ending June 30	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2005	7,780,000	1,480,305	9,260,305
2006	8,115,000	1,145,765	9,260,765
2007	8,475,000	788,705	9,263,705
2008	<u>8,855,000</u>	<u>407,330</u>	<u>9,262,330</u>
Total	\$33,225,000	\$3,822,105	\$37,047,105



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 SamTrans employees serving in the capacity as managing agency. Participation in pension plans,

compensated absences, and postretirement health care benefits for these employees is administered by SamTrans.

Use of Estimates – The TA’s management has made a number of estimates and assumptions relating to the reporting of assets and liabilities and revenues and expenditures and the disclosure of contingent liabilities to prepare these financial statements in conformity with generally accepted accounting principles. Actual results could differ from those estimates.

TA FUNDING SOURCE

The TA is a single funded entity by San Mateo County sales tax. A one-half cent sales tax was placed on the ballot and approved to last for 20 years to finance needed transportation projects in San Mateo County. This local funding is commonly referred to as Measure A and was passed by the voters on June 7, 1988. The sales tax commenced on January 1, 1989.

The expenditure plan was conceived to attract outside funds to match locally generated sales tax revenues. Programs, priorities and funding for specific projects were established in cooperation with other agencies.

The TA’s capital projects are individual projects and do not affect the operating budget. Other agencies in the county that receive funding from the TA, such as the JPB or the City of Half Moon Bay, may incur some operating expense.

BUDGET SUMMARY

The FY 2005 Sub-Total Revenue budget at \$70.3 million for Authority programs is up \$1.3 million or 2.0 percent compared to the FY 2004 projected actual of \$68.9 million. The variance is related to Sales Tax which is up \$1.1 million or 2.0 percent due to increase in actual results for sales tax revenue performance. Interest Income is up \$0.7 million or 6.4 percent as a result of a projected marginal increase in interest rates. Miscellaneous Revenue is down \$0.7 million or 100.0 percent due to one-time grant revenue being received in FY 2004.

The sales tax allocation, 20 percent to Local Entities is budgeted at \$11.4 million, which is up \$0.2 million or 2.0 percent compared to the FY 2004 projected actual of \$11.2 million. The allocation is based 50 percent on population and 50 percent on road miles and is distributed by the County Controller. The increase in allocation is driven by the estimated increase in total sales tax revenue.

Other key budget elements:

TSM Allocations

The FY 2005 recommended Measure “A” TSM expenditures are \$0.8 million, which is up \$.008 million or 2.0 percent, from FY 2004 projected actual of \$0.4 million. Based on the Measure “A” Expenditure Plan, this amount is 7/10 of one percent of the projected sales

tax revenues. Allocations for TSM projects are made from cumulative revenues through FY 2005.

Shuttle Program

The FY 2005 Transportation Authority SM Caltrain Shuttle Program expenditures are \$1.0 million, which is up \$0.02 million or 2.2 percent, from FY 2004 projected actual of \$0.9 million due to an increase in contract costs. The SM Caltrain Shuttle Program has two major components. One program that started during FY 2002 provides funding to SamTrans for shuttles serving the Caltrain stations in San Mateo County. The program is referred to as the "SM/Caltrain Shuttle Program" and is administered by the San Mateo County Transit District. The total program cost for SamTrans is \$0.8 million, with the Transportation Authority providing \$0.5 million. Employer contributions are \$0.1 million; Human Services Grant to support low income residents in San Mateo County is \$0.06 million; and the AB434 funding is \$0.2 million.

The other component provides \$0.5 million for city shuttles under the "C/CAG Congestion Relief Plan – Shuttles". This program provides peninsula communities with shuttle service between residential areas, Caltrain stations, and major downtown areas. The \$0.5 million is a 50 percent match, and the other 50 percent will be contributed by the participating cities.

Paratransit Trust Fund

\$0.9 million is anticipated for Paratransit which will be allocated to SamTrans in two increments: \$0.8 million for Redi-Wheels service, and \$0.1 million to RediCoast for patrons in the Half Moon Bay area. These allocations are based on provisions set forth by Measure A. This funding is down \$0.05 million or 4.9 percent primarily because of lower cash balances in spite of a projected marginal increase in interest rates.

Capital Plan

The FY 2005 Current Year Capital Programs is \$ 61.5 million. The Carryover from Prior Year is \$130.3 million. The Total Capital Expenditures are \$ 191.7 million. The FY 2005 actual expenditures are projected to be \$54.9 million.

Major capital activity by category:

Caltrain

The local share requirement for each Caltrain member in the proposed FY 2005 JPB Capital Budget is \$3.4 million. Included in the FY 2005 TA Capital Plan is an additional budget appropriation of \$7.4 million, which covers not only the local share requirement for San Mateo County, but also the requirement for Santa Clara County. This reflects a proposed fund swap between the TA and Santa Clara Valley Transportation Authority (VTA), in which the VTA has proposed to use Federal Section 5309 funds in lieu of its local share requirement. The TA will in turn use the Federal Section 5309 funds to finance

ongoing improvements at South San Francisco and provide the required local share on behalf of VTA.

In addition, Caltrain's capital program also includes a budget appropriation of \$2.1 million for outside boarding platform improvements at several San Mateo County stations, including Hillsdale, Burlingame, Broadway, and Atherton. The Measure A funds provide the requisite match to Federal funds budgeted for these improvements. The capital program also includes an additional budget appropriation of \$1.7 million for improvements at the South San Francisco station; this provides local match to over \$8.25 million of federal funds now made available for this project. In addition, the capital program includes \$0.2 million associated with the San Mateo Avenue Railroad improvements.

Grade Separations

No capital budget additions for FY 2005.

Streets and Highways

There is a budget increase for the 101 Auxiliary Lanes: Third Avenue to Millbrae Avenue line item in the amount of \$44.1 million to provide for potential temporary cash flow requirements to allow for a FY 2005 construction advertisement. Other budget increases include \$1.2 million for the 101/Willow interchange and \$2.4 million for the 101 Auxiliary Lanes: Marsh to SM/SC line for preliminary engineering and environmental studies.

Overhead and Indirect Cost Recovery

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 District resources. Budgeted overhead expense transfers to the Authority from SamTrans are \$0.4 million. The Transportation Authority's Capitalized Indirect Cost reduces the operating costs by \$0.6 million through transfers to capital programs. They are included in the administrative Staff Support for FY 2005.

Administrative Costs

The Total Administration cost is down \$0.01 million or 1.5 percent compared to the FY 2004 projected actual due to a mandated reduction in staffing. Not more than \$0.6 million or 1.0 percent of the net revenues raised by Sales Tax receipts may be used to fund Staff Support administrative staff costs of the Authority. The FY 2005 staff support includes capital overhead as well as administrative staff costs in the amount of \$0.6 million or 0.99 percent of Sales Tax.

Measure A Information and Education

The FY2005 Measure A Information and Education budget of \$0.3 million is the program set up to provide information and education related to Measure A, including support activities for the Authority's statutory duty to develop and present a plan for the reauthorization of Measure A.

Ending Fund Balance

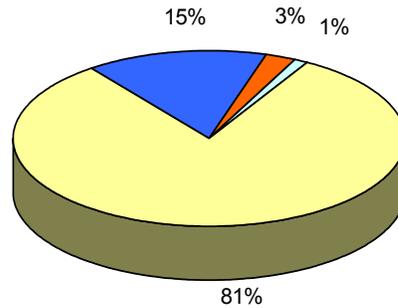
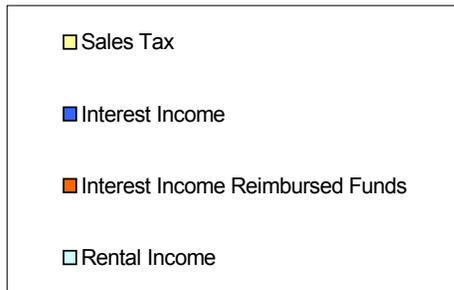
The Ending Fund Balance is projected to decline from the FY2004 projected actual budget of \$238.7 million to \$190.9 million in FY2005. The capital budget includes committed funds for multi-year projects, which will result in a year end variance.

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
REVENUES AND EXPENDITURES AS A PERCENT OF TOTALS
FY2005**

REVENUE

Revenue Sources: (In thousands)

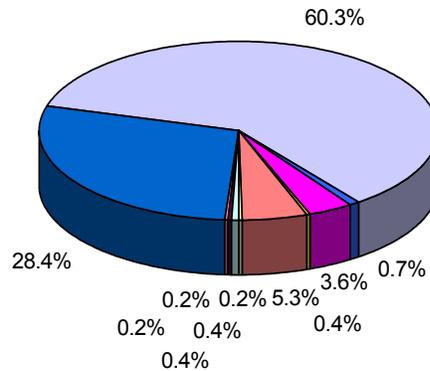
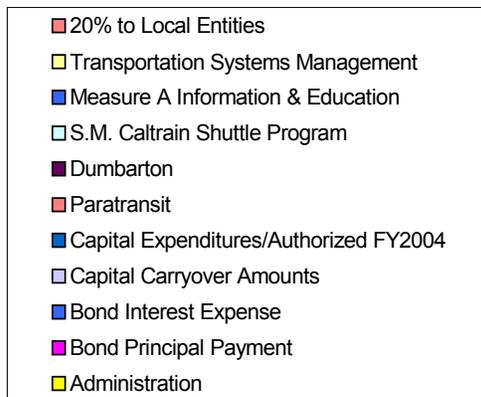
Sales Tax	\$57,167	80.3%
Interest Income	10,480	14.7%
Interest Income Reimbursed Funds	1,794	2.5%
Rental Income	837	1.2%
Transfer (In)/Out	911	1.3%
	\$71,189	100.0%



EXPENDITURES

Expenses: (In thousands)

20% to Local Entities	\$11,433	5.3%
Transportation Systems Management	400	0.2%
Measure A Information & Education	331	0.2%
S.M. Caltrain Shuttle Program	973	0.4%
Dumbarton	410	0.2%
Paratransit	911	0.4%
Capital Expenditures/Authorized FY2004	61,451	28.4%
Capital Carryover Amounts	130,297	60.3%
Bond Interest Expense	1,480	0.7%
Bond Principal Payment	7,780	3.6%
Administration	770	0.4%
	\$216,236	100.0%



SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET
(In Thousands)

Line		FY2004 APPROVED BUDGET	FY2004 PROJECTED ACTUAL	FY2005 ADOPTED BUDGET	INCREASE (DECREASE) OVER FY2004 PROJECTED BUDGET	PERCENT INCREASE (DECREASE)	Line
		A	B	C	D=C-B	E=D / B	
1	REVENUE						1
2	Sales Tax	56,046	56,046	57,167	1,121	2.0%	2
3	Interest Income	11,538	11,538	12,274	736	6.4%	3
4	Rental Income	636	636	837	201	31.6%	4
5	Miscellaneous Revenue	0	709	0	(709)	-100.0%	5
6	SUB-TOTAL REVENUE	68,220	68,929	70,278	1,349	2.0%	6
7							7
8	TRANSFERS (IN) / OUT						8
9	Allocation from Interest Income	0	958	911	(47)	-4.9%	9
10	Transfer In From Paratransit Fund	3,894	3,708	0	(3,708)	-100.0%	10
11	TOTAL TRANSFERS (IN) / OUT:	3,894	4,666	911	(3,755)	-80.5%	11
12							12
13	TOTAL REVENUES AND TRANSFERS	72,114	73,595	71,189	(2,406)	-3.3%	13
14							14
15	OTHER EXPENDITURES:						15
16							16
17	20% TO LOCAL ENTITIES	11,209	11,209	11,433	224	2.0%	17
18							18
19	PARATRANSIT	964	958	911	(47)	-4.9%	19
20							20
21	TSM	392	392	400	8	2.0%	21
22							22
23	MEASURE A INFORMATION & EDUCATION	0	0	331	331	n/a	23
24							24
25	SM CALTRAIN SHUTTLE PROGRAM	952	952	973	21	2.2%	25
26							26
27	DUMBARTON	430	430	410	(20)	-4.7%	27
28							28
29	BOND INTEREST EXPENSE	1,794	1,794	1,480	(314)	-17.5%	29
30							30
31	BOND PRINCIPAL PAYMENT	7,465	7,465	7,780	315	4.2%	31
32							32
33	ADMINISTRATION						33
34	Staff Support	501	496	524	28	5.6%	34
35	Board of Directors	10	10	9	(1)	-10.0%	35
36	Professional/Legal	95	95	120	25	26.3%	36
37	Audit Services/County Services	33	24	23	(1)	-4.2%	37
38	Other Services & Supplies	141	146	82	(64)	-43.8%	38
39	Travel & Meeting	11	11	12	1	9.1%	39
40	TOTAL ADMINISTRATION:	791	782	770	(12)	-1.5%	40
41							41
42	TOTAL OTHER EXPENDITURES:	23,997	23,982	24,488	506	2.1%	42
43							43
44	CAPITAL EXPENDITURES						44
45	Current Year Capital Programs	54,740	59,995	61,451	1,456	2.4%	45
46	Carryover from Prior Year	101,028	98,094	130,297	32,203	32.8%	46
47	TOTAL CAPITAL EXPENDITURES (3)	155,768	158,089	191,748	33,659	21.3%	47
48							48
49	SPECIAL ALLOCATION TO SAMTRANS	2,099	2,099	0	(2,099)	-100.0%	49
50							50
51	TOTAL EXPENDITURES	181,864	184,170	216,236	32,066	17.4%	51
52							52
53	FUND BALANCE						53
54	Allocation of Beginning Fund Balance:						54
55	Reserved						55
56	Reserved for Debt Service	10,402	8,803	10,409	1,606	18.2%	56
57	Paratransit Programs	25,000	25,000	25,000	0	0.0%	57
58	Unreserved						58
59	Designated for TSM	5,342	5,781	5,389	(392)	-6.8%	59
60	Designated for Paratransit Program	8,604	8,722	5,014	(3,708)	-42.5%	60
61	Bond Proceeds	37,855	43,027	41,488	(1,539)	-3.6%	61
62	Carryover	101,028	98,094	130,297	32,203	32.8%	62
63	Undesignated	170,469	160,823	119,214	(41,609)	-25.9%	63
64	Total Beginning Fund Balance	358,700	350,250	336,811	(13,439)	-3.8%	64
65							65
66	Revenues Over / (Under) Expenditures	(109,750)	(111,533)	(145,958)	N/A	N/A	66
67							67
68	Estimated Ending Fund Balance	248,950	238,717	190,853	N/A	N/A	68

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
 FY2005 ADOPTED BUDGET
 FIDUCIARY FUND - TRANSPORTATION SYSTEMS MANAGEMENT**

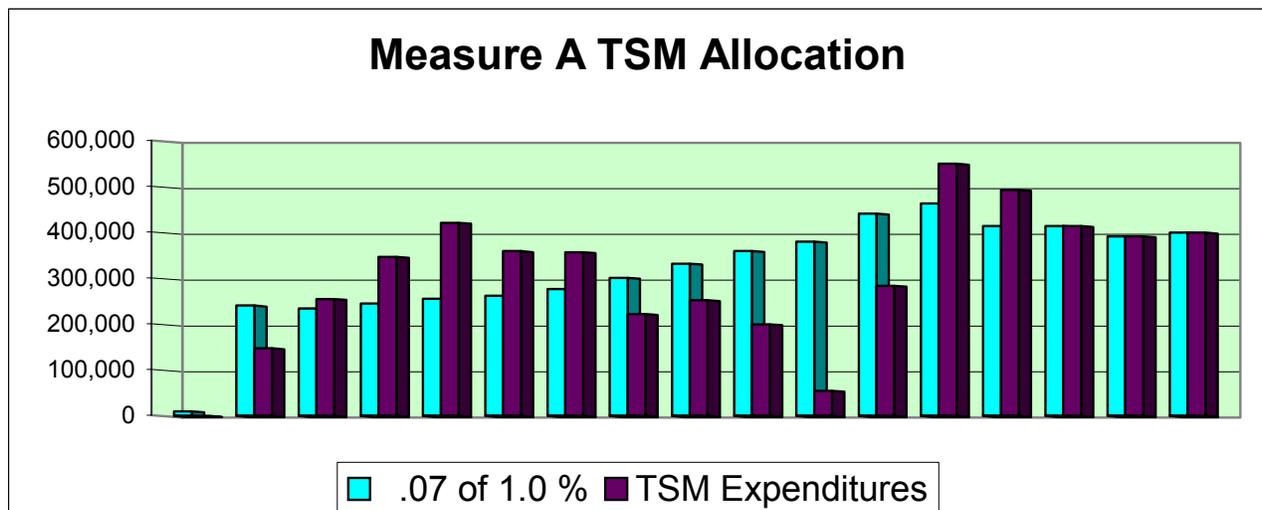
	<u>FY2004 CURRENT BUDGET</u>	<u>FY2004 PROJECTED ACTUALS</u>	<u>FY2005 ADOPTED BUDGET</u>
REVENUE			
INTEREST INCOME (See Note 1)	<u>0</u>	<u>0</u>	<u>0</u>
ALLOCATIONS			
TSM APPLICANTS	392,320	392,320	400,200
TSM CARRY FORWARD AMOUNTS	0	0	0
	<u> </u>	<u> </u>	<u> </u>
TOTAL ALLOCATIONS	392,320	392,320	400,200
CURRENT YEAR SURPLUS / (DEFICIT)	(392,320)	(392,320)	(400,200)
RESERVE BALANCE - Prior Year	<u>5,781,334</u>	<u>5,781,334</u>	<u>5,389,014</u>
TOTAL FUND BALANCE	<u><u>5,389,014</u></u>	<u><u>5,389,014</u></u>	<u><u>4,988,814</u></u>

Note 1. Per Board Resolution 1999-20 no further Interest Income would be allocated to the TSM Reserve .
 Future payments for TSM Projects will be paid out of the Restricted Reserve (FUND BALANCE).

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
MEASURE 'A' TSM ALLOCATIONS
1989 THROUGH 2005**

	<u>FY1989</u>	<u>FY1990</u>	<u>FY1991</u>	<u>FY1992</u>	<u>FY1993</u>	<u>FY1994</u>	<u>FY1995</u>	<u>FY1996</u>	<u>FY1997</u>
Sales Tax Collections .07 of 1.0 %	9,869	240,896	234,989	245,665	255,921	262,603	276,952	301,706	332,634
TSM Expenditures Carryforward Amounts	0	147,753	255,410	347,160	421,869	359,737	357,686	222,611	253,000
Difference	9,869	93,143	(20,421)	(101,495)	(165,948)	(97,134)	(80,734)	79,095	79,634

	<u>FY1998</u>	<u>FY1999</u>	<u>FY2000</u>	<u>FY2001</u>	<u>FY2002</u>	<u>FY2003</u>	<u>Projected FY2004</u>	<u>Proposed FY2005</u>
Sales Tax Collections .07 of 1.0 %	360,047	380,457	441,433	464,219	414,400	414,400	392,320	400,200
TSM Expenditures Carryforward Amounts	200,000	54,971	284,029	550,500	493,700	414,400	392,320	400,200
Difference	(200,000)	200,000	0	0	0	0	0	0
	360,047	125,486	157,404	(86,281)	(79,300)	0	0	0



Annually 0.7 percent of the projected sales tax revenue is allocated to fund Transportation Systems Management. One objective is to encourage more efficient use of existing transportation networks through ride sharing (car and vanpools) and flexible work hours. Another objective is to encourage countywide long-range planning leading to growth targets and a jobs/housing balance.

SAN MATEO COUNTY TRANSPORTATION AUTHORITY
STATEMENT OF FUND BALANCE
FY 2005

TITLE	6/30/04 ESTIMATED FUND BALANCE	FY 2005 ESTIMATED REVENUE	TOTAL RESOURCE AVAILABLE	FY 2005 ESTIMATED EXPENDITURES	FUND TRANSFER IN/(OUT)	FY 2005 ESTIMATED FUND BALANCE
Governmental Fund Types:						
Special Revenue	* 159,791,677	70,278,240	230,069,917	84,628,641	-	145,441,276
Fiduciary Funds:						
Paratransit Trust Fund	30,014,000	910,660	30,924,660	910,660	-	30,014,000
Transportation Systems Management	5,389,014	-	5,389,014	400,200	-	4,988,814
TOTAL	<u>195,194,691</u>	<u>71,188,900</u>	<u>266,383,591</u>	<u>85,939,501</u>	<u>-</u>	<u>180,444,090</u>

*

NOTE: Reconciliation to Budget Schedule (Page 42):

Total Revenues and Transfers (line 13)	N/A	71,188,900	N/A	N/A	N/A	N/A
Total Expenditures (line 51)	N/A	N/A	N/A	216,236,910	N/A	N/A
LESS: Carryover From Prior Year (line 46)	N/A	N/A	N/A	(130,297,409)	N/A	N/A
Ending Fund Balance (line 68)	N/A	N/A	N/A	N/A	N/A	190,853,000
LESS: Reserve & Designation for Debt Service @ 6/30/03	N/A	N/A	N/A	N/A	N/A	<u>(10,408,910)</u>

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET
FIDUCIARY FUND - PARATRANSIT TRUST FUND**

	<u>FY2004 REVISED BUDGET</u>	<u>FY2004 PROJECTED BUDGET</u>	<u>FY2005 ADOPTED BUDGET</u>
REVENUE			
INTEREST INCOME	957,500	957,500	910,660
TRUST FUND AUGMENTATION	0	0	0
TOTAL REVENUE	<u>957,500</u>	<u>957,500</u>	<u>910,660</u>
ALLOCATIONS			
MV TRANSPORTATION	57,450	57,450	54,640
SAMTRANS REDI-WHEELS	900,050	900,050	855,960
TRANSFER OUT OF PARATRANSIT FUND	3,708,054	3,708,054	0
TOTAL ALLOCATIONS	<u>4,665,554</u>	<u>4,665,554</u>	<u>910,600</u>
CURRENT YEAR SURPLUS / (DEFICIT)	(3,708,054)	(3,708,054)	0
FUND BALANCE - Prior Year	33,722,054 (1)	33,722,054	30,014,000
TOTAL FUND BALANCE	<u>30,014,000</u>	<u>30,014,000</u>	<u>30,014,000</u>
Fund Balance Breakdown:			
Corpus	25,000,000	25,000,000	25,000,000
Net Augmentation & Special Allocation	5,014,000	5,014,000	5,014,000
Interest and CPI Adjustment	0	0 (2)	0
TOTAL FUND BALANCE	<u>30,014,000</u>	<u>30,014,000</u>	<u>30,014,000</u>

Note (1) Balance restated to properly reflect audited numbers adjustment was made to interest income.
Note (2) Per Board Resolution 1999-20 no further Interest Income will be allocated to the TSM Reserves.
Future payments for TSM Projects will be paid out of the Restricted Reserve (FUND BALANCE).

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
PARATRANSIT TRUST FUND
FY1989 THROUGH FY2005**

	<u>FY1989</u>	<u>FY1990</u>	<u>FY1991</u>	<u>FY1992</u>	<u>FY1993</u>	<u>FY1994</u>	<u>FY1995</u>	<u>FY1996</u>	<u>FY1997</u>
Beginning Balance	0	4,000,000	12,230,643	21,073,258	27,975,262	29,507,652	29,873,469	29,211,021	28,822,631
Sales Tax Contributions	4,000,000	8,000,000	8,000,000	5,000,000	0	0	0	0	0
Interest	0	345,465	1,074,307	2,389,439	1,977,329	1,331,674	1,161,956	1,653,556	1,668,347
Expenditures	0	(114,822)	(231,692)	(487,435)	(444,939)	(965,857)	(1,824,404)	(2,041,946)	(1,499,999)
	4,000,000	12,230,643	21,073,258	27,975,262	29,507,652	29,873,469	29,211,021	28,822,631	28,990,979

CPI Percent Change	N/A	N/A	422.9	436.4 3.19%	449.2 2.93%	455.4 1.38%	466.4 2.42%	478.1 2.51%	N/A (1)
Fund Balance									
Restricted	4,000,000	12,000,000	20,000,000	25,000,000	25,000,000	25,000,000	25,000,000	25,000,000	25,000,000
Unrestricted-Designated									
a) Augmentation	0	0	0	0	0		0	0	0
b) General Fund		230,643	1,073,258	2,975,262	4,507,652	4,873,469	4,211,021	3,822,631	3,990,979
TOTAL	4,000,000	12,230,643	21,073,258	27,975,262	29,507,652	29,873,469	29,211,021	28,822,631	28,990,979

	<u>FY1998</u>	<u>FY1999</u>	<u>FY2000</u>	<u>FY2001</u>	<u>FY2002</u>	<u>FY2003</u>	<u>Projected FY2004</u>	<u>Adopted FY2005</u>
Beginning Balance	28,990,979	29,059,707	29,058,148	35,976,158	38,084,740	37,595,394	33,722,054	30,014,000
Sales Tax Contributions	0	0	6,600,000	2,300,000	0	(3,991,000)	(3,708,054)	0
Interest	1,745,163	1,673,969	1,814,820	2,158,582	1,556,454	1,259,960	957,500	910,660
Expenditures	(1,676,435)	(1,675,528)	(1,496,810)	(2,350,000)	(2,045,800)	(1,142,300)	(957,500)	(910,660)
	29,059,707	29,058,148	35,976,158	38,084,740	37,595,394	33,722,054	30,014,000	30,014,000

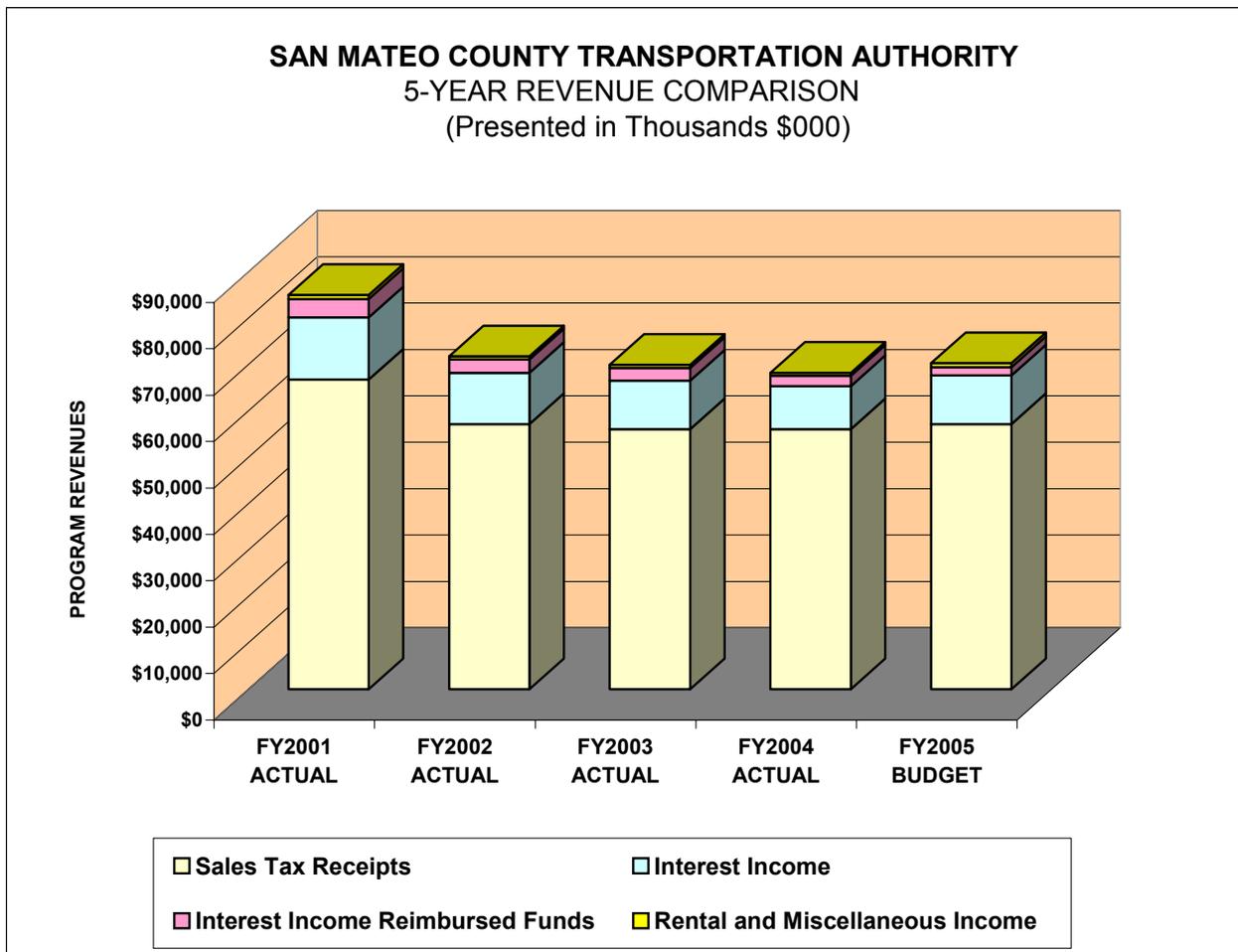
CPI Percent Change								
Fund Balance								
Restricted	25,000,000	25,000,000	25,000,000	25,000,000	25,000,000	25,000,000	25,000,000	25,000,000
Unrestricted-Designated								
a) Augmentation	0	0	6,600,000	8,900,000	8,900,000	6,809,000	5,014,000	5,014,000
b) General Fund	4,059,707	4,058,148	4,376,158 (2)	4,184,740 (3)	3,695,394 (4)	1,913,054	0	0
TOTAL	29,059,707	29,058,148	35,976,158	38,084,740	37,595,394	33,722,054	30,014,000	30,014,000

Available Trust Fund revenue of \$1.1 million is anticipated for paratransit, based on provisions of Measure A. Funding will be distributed among SamTrans, the county's principal paratransit operator, and MV Transportation, which operates paratransit in the Half Moon Bay area.

- 1) Board action in FY97 was established to protect the purchasing power of the Paratransit Trust Fund. The CPI set aside is accommodated in the Samtrans budget.
- 2) Augmentation of \$6.6 million due to increase in estimated total life of sales taxes.
- 3) Augmentation of additional \$2.3 million due to increase in estimated total life of sales taxes.
- 4) Reduction of \$4.0 million due to \$2.1 million reduction in estimated total life of sales taxes and a Special Allocation of \$1.9 million.

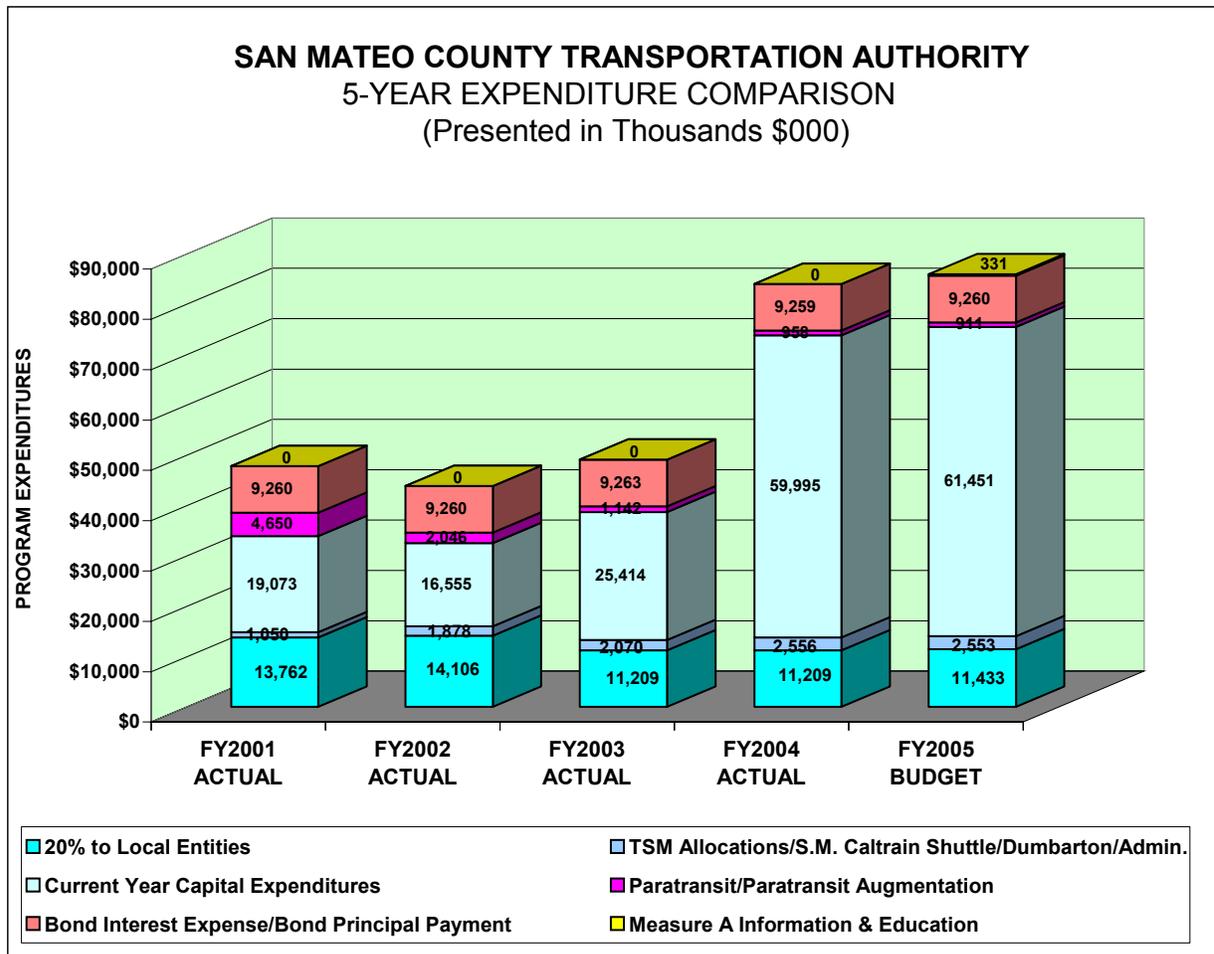
San Mateo County Transportation Authority
Five-Year Comparison of Revenues
FY2001 through FY2005

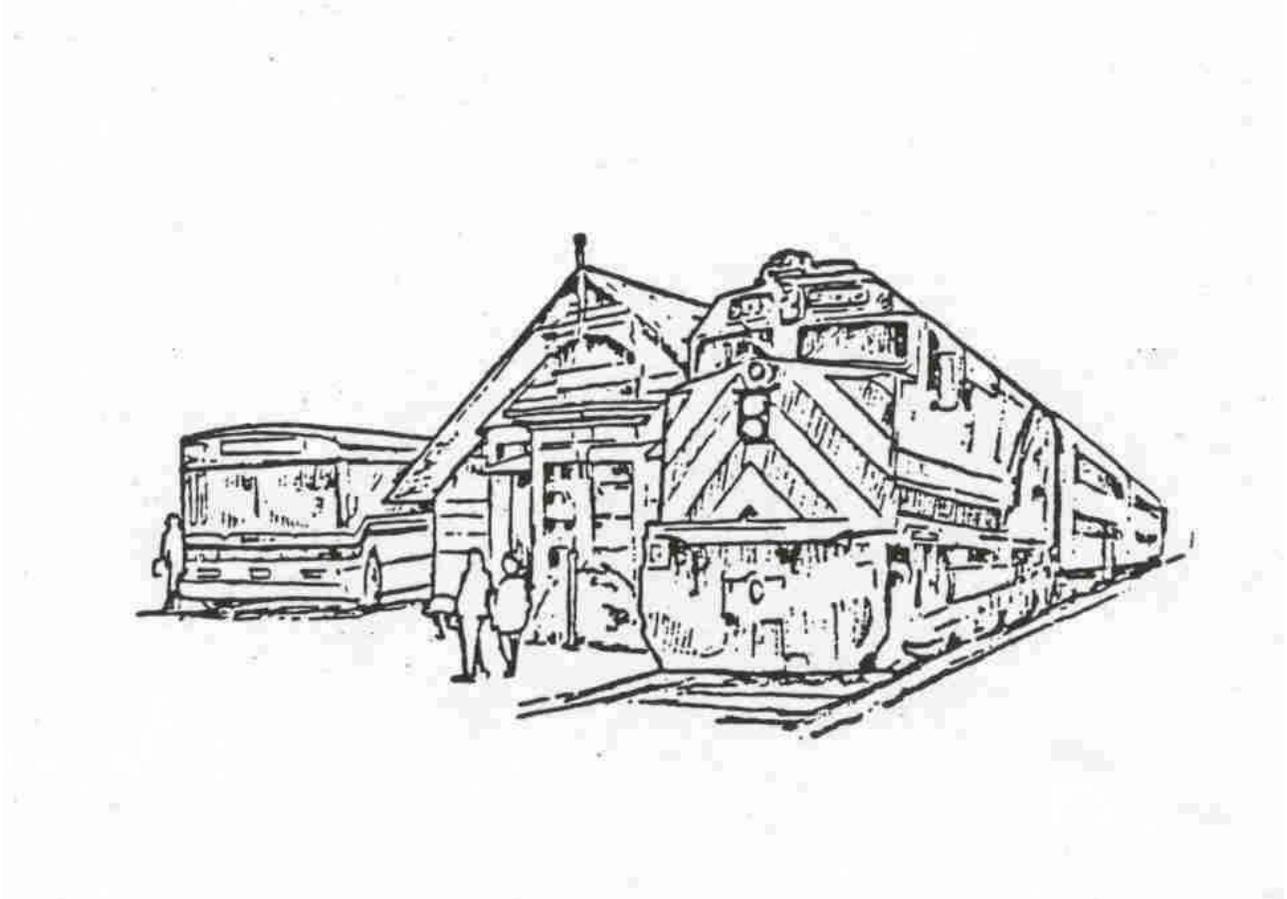
REVENUES (Thousands \$000)	FY2001 ACTUAL	FY2002 ACTUAL	FY2003 ACTUAL	FY2004 ACTUAL	FY2005 BUDGET
Sales Tax Receipts	66,746	57,160	56,046	56,046	57,167
Interest Income	13,440	11,068	10,492	9,300	10,480
Interest Income Reimbursed Funds	3,923	2,903	2,709	2,238	1,794
Rental and Miscellaneous Income	884	636	707	636	837
Total Revenues	\$84,993	\$71,767	\$69,954	\$68,220	\$70,278



San Mateo County Transportation Authority
Five-Year Comparison of Expenditures
FY2001 through FY2005

EXPENDITURES (Thousands \$000)	FY2001 ACTUAL	FY2002 ACTUAL	FY2003 ACTUAL	FY2004 ACTUAL	FY2005 BUDGET
20% to Local Entities	13,762	14,106	11,209	11,209	11,433
TSM Allocations/S.M. Caltrain Shuttle/Dumbarton/Admin.	1,050	1,878	2,070	2,556	2,553
Measure A Information & Education	-	-	-	-	331
Current Year Capital Expenditures	19,073	16,555	25,414	59,995	61,451
Paratransit/Paratransit Augmentation	4,650	2,046	1,142	958	911
Bond Interest Expense/Bond Principal Payment	9,260	9,260	9,263	9,259	9,260
Total Expenditures	\$47,795	\$43,845	\$49,098	\$83,977	\$85,939



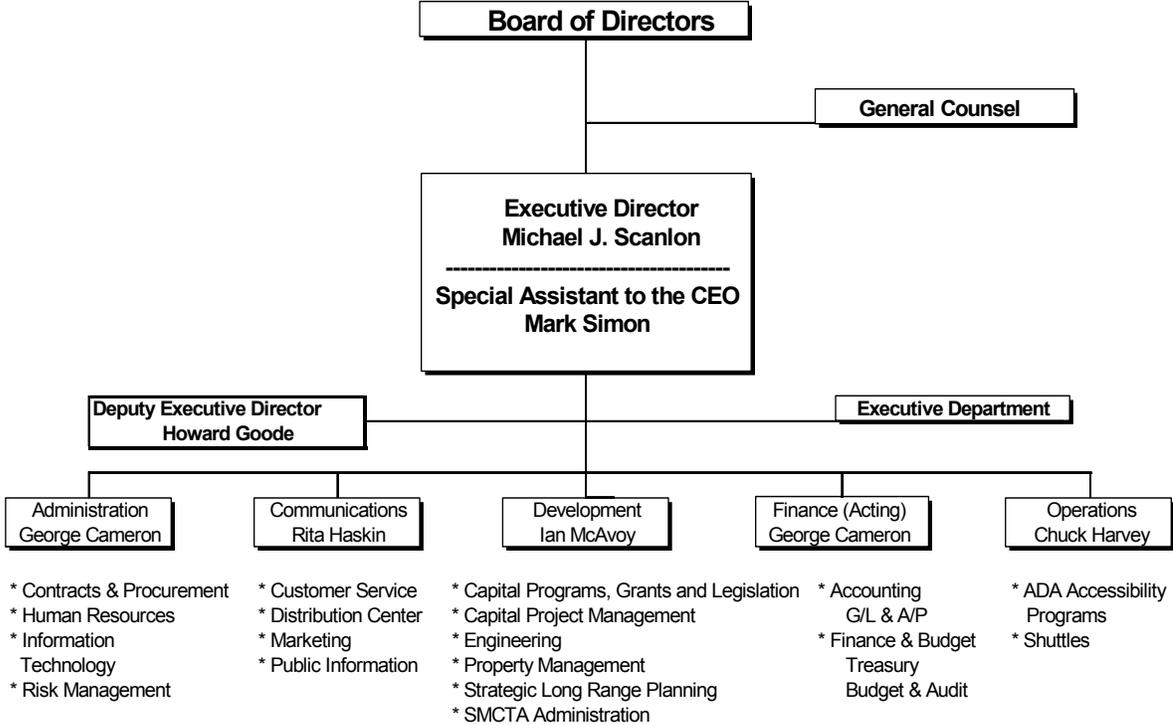


Section Three

DIVISION AND DEPARTMENT BUDGETS

- **SMCTA Organizational Chart**
- **Performance Measurements for FY2005 Goals & Objectives**
- **Support Divisions:**
 - **Administrative Division & Budget Detail**
 - **Communications Division & Budget Detail**
 - **Development Division & Budget Detail**
 - **Executive Department & Budget Detail**
 - **Finance Division & Budget Detail**
 - **Operations Division & Budget Detail**

SAN MATEO COUNTY TRANSPORTATION AUTHORITY



**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
PERFORMANCE MEASUREMENTS
FOR FY2005 GOALS & OBJECTIVES**

Executive management is currently considering a process to quantify and measure agency wide goals. It is anticipated that this procedure will be approved and implemented in time for FY2006.

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 GOALS & OBJECTIVES
ADMINISTRATION DIVISION**

New proposed objectives for the Administration Division for FY2005 are listed below.

Human Resources

1. Evaluate the Authority's ongoing staffing needs. Facilitate and maintain changes to salary ordinance, compensation and staffing levels. Assist with reorganization activities. Develop and implement process for orderly transition, benefits administration and post-employment activities

Performance Objective Reason
Effective and efficient management of resources

Risk Management

1. Train administrative staff in office ergonomics.

Reason for Performance Objective: Need for refresher training for staff, as it has been 2-3 years since ergonomics has been taught on a broad basis to administrative staff.

Completion date of December, 2004.

4. Submit for approval the destruction of archived claims dating back 20 years.

Reason for Performance Objective: Free-up storage space from dozens of boxes of archived claims.

Completion date of September, 2004.

6. Review existing contracts and establish a complete checklist of boilerplate inclusions for Contracts and Procurement for safety critical portions of Capital Contracts. Work jointly with the Director of Construction on the checklist to include but not be limited to improvements in the following areas:

- Safety Training for Key Personnel
- Record Keeping
- Injury/Incident Reporting
- Key Personnel Initial qualification
- Special Rail Equipment Standards
- Compliance with agency safety plans

Reason for Performance Objective: The purpose of this goal is to institute "lessons learned" with regard to safety management relationships between the agency and contractors. The contract language will define and increase the specific

requirements of safety critical of management functions of the contractor within capital projects. This contract language will also diagram for the contractor our internal Safety/Security Certification Program and the inspection, testing, and verification access requirements to the project by our personnel.

Completion date of October 30, 2004.

7. Establish a format and SOP for IT Software Safety Analysis. The SOP will require examination by the SamTrans IT department of the vulnerability, projected reliability, recovery time, and operational implications relating to new safety critical software. This goal has been agreed upon by SamTrans IT Department.

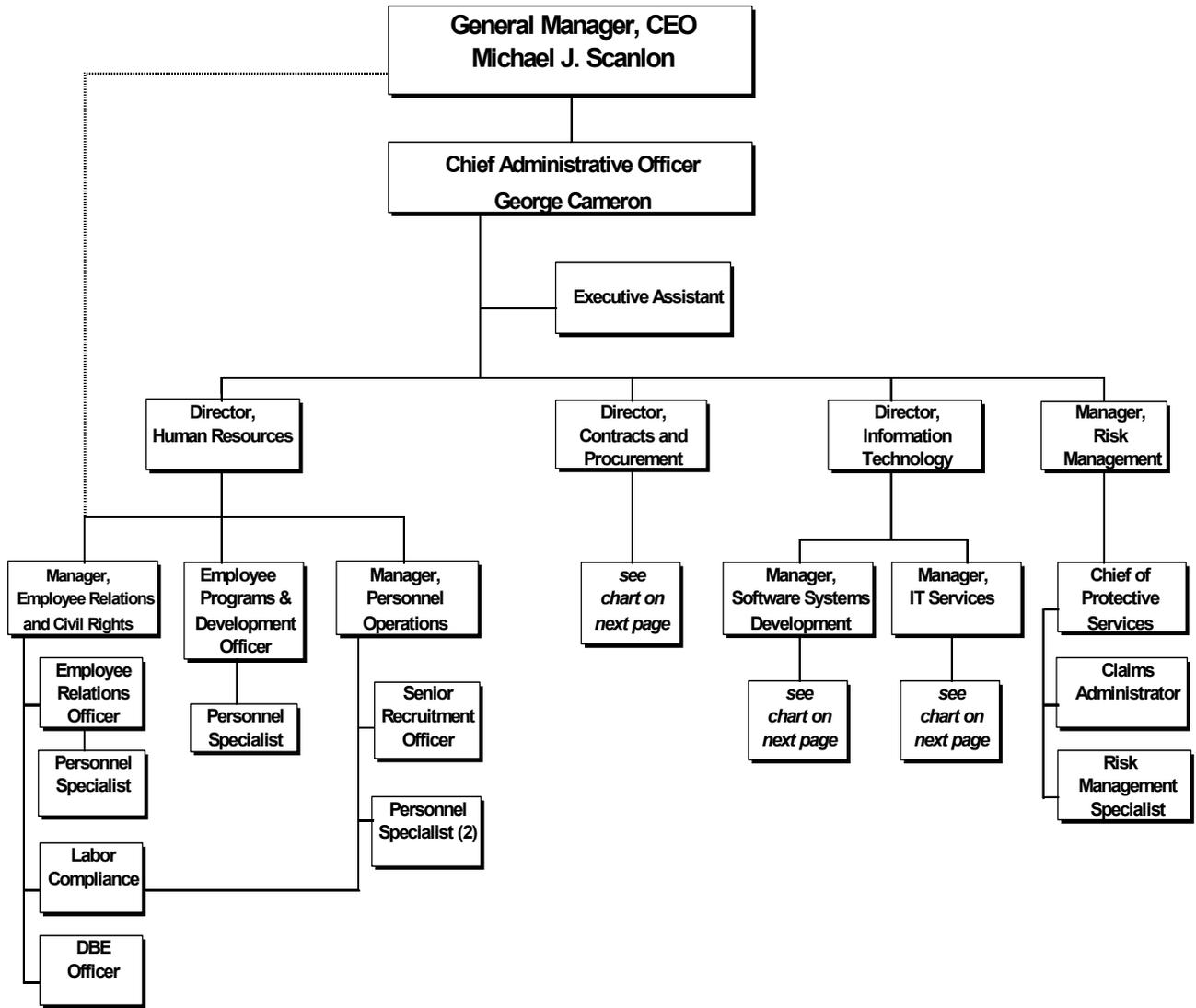
Reason for Performance Objective: To establish a formal documented process for reviewing Safety Critical Software.

Completion date of December 30, 2004.

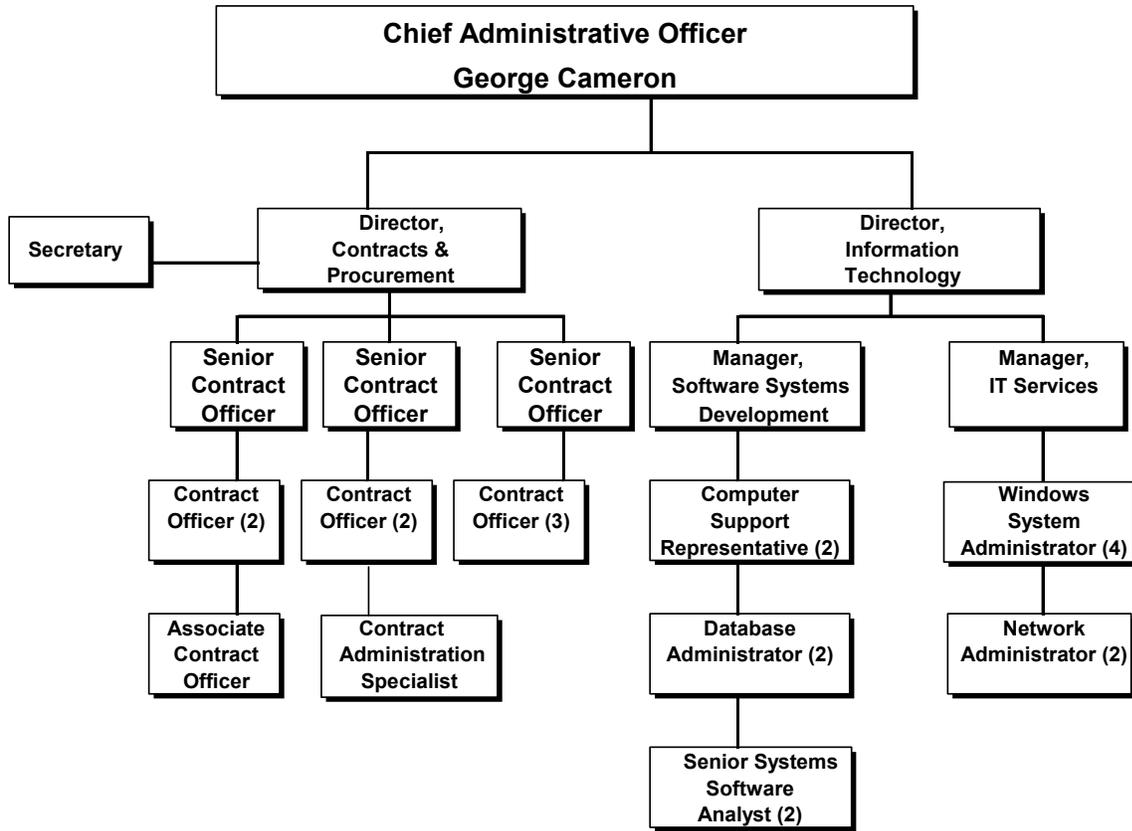
Contracts & Procurement

1. Rewrite Section 700 of the Agency's General Conditions for constructions IFBs and contracts, and obtain Legal concurrence by 30 June 2005.
2. Review, update and rewrite IFB, RFP, contract agreement and amendment formats as required, and obtain Legal concurrence by 30 June 2005.
3. Complete Standard Operating Procedures for issuing POs and related Contract Administration tasks in PeopleSoft 8.4 by January 2005.
4. Continue quality initiatives including customer feedback surveys, appropriate training for staff and performance appraisal discussions three times per year for all staff. Support Authority-wide quality initiatives by participation in such programs as the Spread the Word training and the Business Practices Re-Engineering Committee.
5. Complete roll out of on-line requisitioning Authority-wide and prepare written recommendations for implementing related PeopleSoft functionality such as auto-sourcing.

ADMINISTRATION DIVISION



ADMINISTRATION DIVISION



**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Information Technology
060300**

ACCOUNT FUND	DESCRIPTION	FY2003	ORIGINAL		ADOPTED	Increase(Decrease)	% INC(DEC)
		ACTUAL	FY2004	FY2004	FY2005	FY05 ADOPTED to	FY05 ADOPTED to
		A	B	C	D	E	F = E/C
524014 04301	Cellular Telephone Service	-	-	-	300	300	0%
Total Information Technology		0	0	0	300	300	

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Contracts & Procurement
060400**

ACCOUNT FUND	DESCRIPTION	FY2003	ORIGINAL		ADOPTED	Increase(Decrease)	% INC(DEC)
		ACTUAL	FY2004	FY2004	FY2005	FY05 ADOPTED to	FY05 ADOPTED to
		A	B	C	D	E	F = E/C
511110	04301 Regular Wages - Non Union	10,533	(A)	(A)	13,240	13,240	N/A
512000	04301 Fringe Benefits	4,449	-	-	7,330	7,330	N/A
513000	04301 Temporary Help	3,444	-	-	-	-	N/A
525010	08020 Legal Services	2,064	-	-	-	-	N/A
Total Contracts & Procurement		20,490	0	0	20,570	20,570	

NOTES:

(A) Wages for FY2004 reallocated through the Agency Indirect Allocation (AIA) for general support services not identified specifically with a specific operating business unit. 100% of these costs allocated to the other categories below via appropriate measures and an overhead rate. Principally used by the Administration, Communications, Development & Finance Divisions.

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Non Departmental Activities
082000**

ACCOUNT FUND	DESCRIPTION	FY2003	ORIGINAL		ADOPTED	Increase(Decrease)	% INC(DEC)
		ACTUAL	FY2004	FY2004	FY2005	FY05 ADOPTED to	FY05 ADOPTED to
		A	B	C	D	E	F = E/C
527090 04301	Insurance Costs	199,273.00	260,550	260,550	220,000	(40,550)	-16%
Total Non Departmental Activities		199,273.00	260,550	260,550	220,000	(40,550)	-16%

SAN MATEO COUNTY TRANSPORTATION AUTHORITY

FY 2005 BUDGET

ADMINISTRATION DIVISION PERSONNEL

<u>STAFFING CLASSIFICATION</u>	<u>AUTHORIZED POSITIONS</u>			<u>NET</u>	<u>NOTES</u>
	<u>FY2003</u>	<u>FY2004</u>	<u>FY2005</u>	<u>CHANGE</u> <u>FY04 to FY05</u>	
Administration					
Administrative Services Officer	-	0.03	-	(0.03)	(1)
Executive Assistant	-	0.03	-	(0.03)	(1)
Contracts and Procurement					
Director, Contracts and Procurement	0.10	0.03	-	(0.03)	(1)
Secretary	-	0.03	-	(0.03)	(1)
Senior Contract Officer	0.20	0.20	0.10	(0.10)	(1)
Contract Officer	-	0.15	-	(0.15)	(1)
Associate Contract Officer	-	0.03	-	(0.03)	(1)
Contract Administration Specialist	-	0.03	0.10	0.07	(1)
Human Resources					
Director, Human Resources	0.01	0.03	-	(0.03)	(1)
Manager, Employee Relations	-	0.02	-	(0.02)	(1)
Manager, Personnel Operations	0.01	0.03	-	(0.03)	(1)
Employee Relations Officer	-	0.03	-	(0.03)	(1)
Employee Programs & Development Officer	0.01	0.03	-	(0.03)	(1)
Senior Recruitment Officer	0.01	0.03	-	(0.03)	(1)
Recruitment Coordinator	0.01	0.03	-	(0.03)	(1)
Personnel Specialist	0.03	0.11	-	(0.11)	(1)
Benefits Coordinator	0.01	0.03	-	(0.03)	(1)
Information Technology					
Director, Information Technology	-	0.03	-	(0.03)	(1)
Manager, Software Systems Development	-	0.03	-	(0.03)	(1)
Manager, Information Technology Services	-	0.03	-	(0.03)	(1)
Database Administrator	-	0.05	-	(0.05)	(1)
Network Administrator	-	0.04	-	(0.04)	(1)
Windows Systems Administrator	-	0.14	-	(0.14)	(1)
Systems Software Analyst	-	0.03	-	(0.03)	(1)
Senior Systems Software Analyst	-	0.03	-	(0.03)	(1)
Computer Support Representative	-	0.06	-	(0.06)	(1)
Risk Management					
Manager, Risk Management	-	0.03	-	(0.03)	(1)
Risk Management Specialist	-	0.03	-	(0.03)	(1)
Chief of Protective Services	-	0.03	-	(0.03)	(1)
Claims Administrator	-	0.03	-	(0.03)	(1)
TOTAL EMPLOYEES	0.39	1.45	0.20	(1.25)	

NOTES:

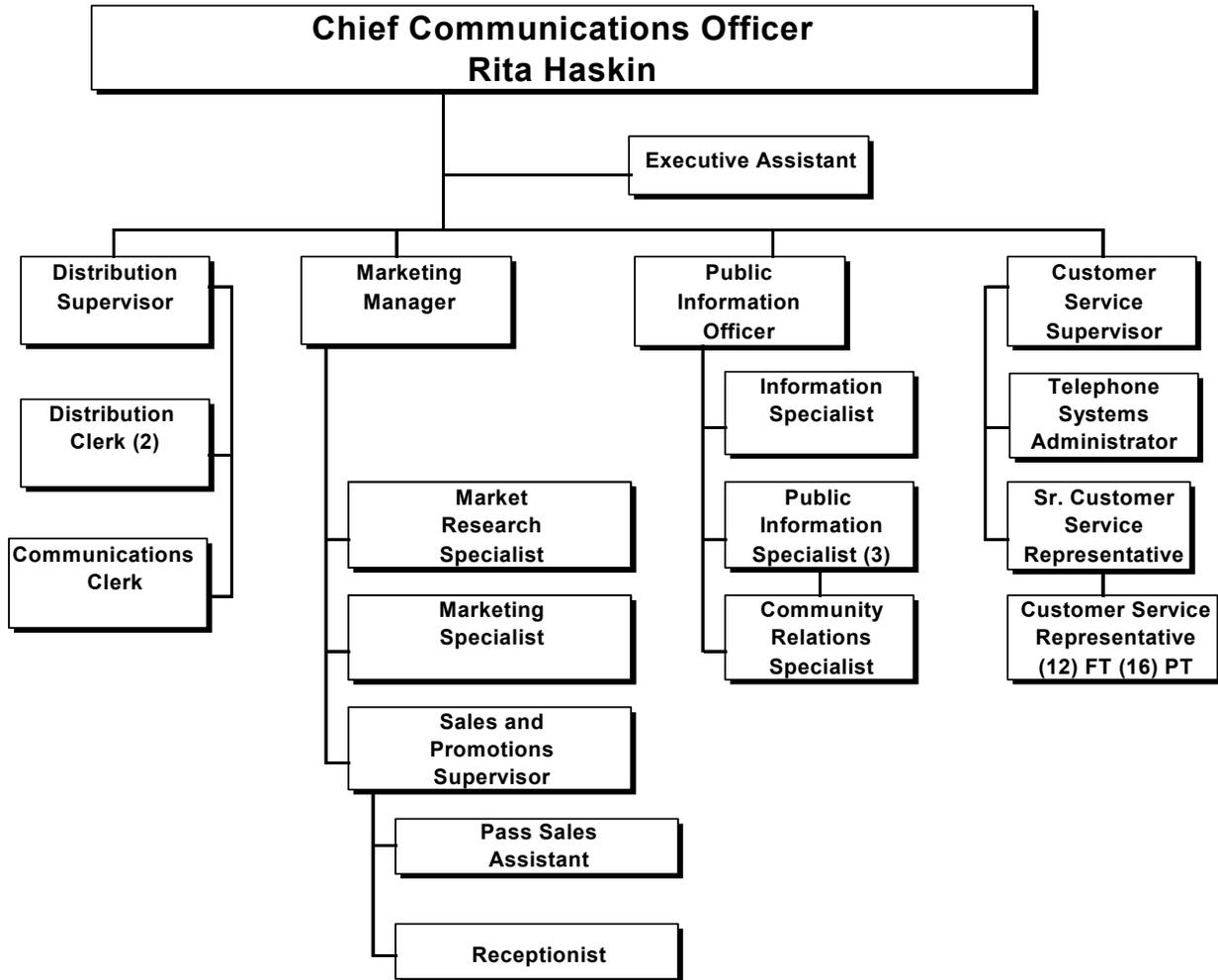
(1) Wages for FY2005 reallocated through the Agency Indirect Allocation (AIA) for general support services not identified specifically with a specific operating business unit. 100% of these costs allocated to the other categories below via appropriate measures and an overhead rate. Principally used by the Administration, Communications, Development & Finance Divisions.

SAN MATEO COUNTY TRANSPORTATION AUTHORITY FY2005 GOALS & OBJECTIVES COMMUNICATIONS DIVISION

The Communications Division – covering customer service, distribution, marketing, public information and sales functions – is tasked with supporting the Transportation Authority’s vision and mission. Communications staff listens to its customers and makes any necessary adjustments to its work, with the goal of improving service. Communications develops and provides the materials people need to know about the Transportation Authority and its functions.

- Continue to educate and inform the community about the TA and the projects contained in the current Measure A through speaking engagements, newsletters, the media, and the Web site.
- Through speaking engagements, the media, newsletters, and the Web site inform people about what improvements would be made through a reauthorized Measure A.
- Produce an annual report outlining the TA’s accomplishments and plans for further improvements. Distribution to include key stakeholders, such as city councils, state officials, transportation advisory committees, and others who participated in the development of the new Expenditure Plan.
- Prepare an advertising campaign to inform county residents of TA project starts, progress, and completions with the goal of heightening the community’s awareness of the TA’s role in the county’s transportation infrastructure.
- Hold news conferences and special events to announce or celebrate key projects.
- Issue news releases at key points during a project, i.e. kick-off, key milestones, and conclusion.

COMMUNICATIONS DIVISION



**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Communications Administration
090100**

ACCOUNT FUND	DESCRIPTION	FY2003	ORIGINAL	FY2004	ADOPTED	Increase(Decrease)	% INC(DEC)
		ACTUAL	FY2004 BUDGET	FY2004 PROJECTED	FY2005 BUDGET	FY05 ADOPTED to FY04 PROJECTED	FY05 ADOPTED to FY04 PROJECTED
		A	B	C	D	E	F = E/C
511110 04301	Regular Wages - Non Union	(3)	-	-	-	-	N/A
511210 04301	Overtime Wages - Non Union	(1)	-	-	-	-	N/A
523020 04301	Postage	382	-	-	-	-	N/A
523100 04301	Promotional Advertising	-	600	600	600	-	0%
525090 04301	Other Contract Services	-	64,000	64,000	-	(64,000)	-100%
530090 04301	Miscellaneous	-	300	300	300	-	0%
Total	Communications Administration	377	64,900	64,900	900	(64,000)	-99%

NOTES:

(A) Wages for FY2005 reallocated through the Agency Indirect Allocation (AIA) for general support services not identified specifically with a specific operating business unit. 100% of these costs allocated to the other categories below via appropriate measures and an overhead rate. Principally used by the Administration, Communications, Development & Finance Divisions.

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Marketing
090300**

ACCOUNT FUND	DESCRIPTION	ORIGINAL		ADOPTED FY2004 PROJECTED	ADOPTED FY2005 BUDGET	Increase(Decrease) FY05 ADOPTED to FY04 PROJECTED	% INC(DEC) FY05 ADOPTED to FY04 PROJECTED
		FY2003 ACTUAL	FY2004 BUDGET				
		A	B	C	D	E	F = E/C
511110 04301	Regular Wages - Non Union	1,279	4,850	4,850	4,500	(350)	-7%
512000 04301	Fringe Benefits	552	2,420	2,420	2,490	70	3%
513000 04301	Temporary Help	280	-	-	-	-	N/A
523090 04301	Legal Advertising	127	-	-	-	-	N/A
523100 04301	Promotional Advertising	10,050	-	-	-	-	N/A
530090 04301	Miscellaneous	145	-	-	-	-	N/A
Total	Marketing	12,433	7,270	7,270	6,990	(280)	-4%

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Public Information
090400**

ACCOUNT FUND	DESCRIPTION	ORIGINAL		FY2004 PROJECTED	ADOPTED		Increase(Decrease)	% INC(DEC)
		FY2003 ACTUAL	FY2004 BUDGET		FY2005 BUDGET	FY05 ADOPTED to FY04 PROJECTED	FY05 ADOPTED to FY04 PROJECTED	F = E/C
		A	B	C	D	E		
511110 04301	Regular Wages - Non Union	6,911	47,870	47,870	85,270	37,400		78%
511210 04301	Overtime Wages - Non Union	242	-	-	-	-		N/A
512000 04301	Fringe Benefits	3,196	23,900	23,900	47,250	23,350		98%
523050 04301	Printing and Information Services	5,175	22,500	22,500	22,500	-		0%
523100 04301	Promotional Advertising	-	12,000	12,000	12,000	-		0%
Total	Public Information	15,524	106,270	106,270	167,020	60,750		57%

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Distribution
090500**

ACCOUNT FUND	DESCRIPTION	ORIGINAL		ADOPTED FY2004 PROJECTED	ADOPTED FY2005 BUDGET	Increase(Decrease) FY05 ADOPTED to FY04 PROJECTED	% INC(DEC) FY05 ADOPTED to FY04 PROJECTED
		FY2003 ACTUAL	FY2004 BUDGET				
		A	B	C	D	E	F = E/C
511110 04301	Regular Wages - Non Union	-	-	-	4,610	4,610	N/A
512000 04301	Fringe Benefits	-	-	-	2,560	2,560	N/A
523020 04301	Postage	1,470	5,000	5,000	5,000	-	0%
Total	Distribution	1,470	5,000	5,000	12,170	7,170	143%

SAN MATEO COUNTY TRANSPORTATION AUTHORITY

FY 2005 BUDGET COMMUNICATIONS DIVISION PERSONNEL

<u>STAFFING CLASSIFICATION</u>	AUTHORIZED POSITIONS			NET	NOTES
	FY2003	FY2004	FY2005	CHANGE FY04 to FY05	
Chief Communications Officer	0.01	0.03	-	(0.03)	(1)
Executive Assistant	0.01	0.03	-	(0.03)	(1)
Customer Service Center					
Telephone Systems Administrator	0.03	0.03	-	(0.03)	(1)
Customer Service Supervisor	-	0.03	-	(0.03)	(1)
Customer Service Representatives (extra	-	0.67	-	(0.67)	(1)
Customer Service Representatives (FT)	-	0.37	-	(0.37)	(1)
Senior Customer Service Representative	-	0.02	-	(0.02)	(1)
Distribution					
Distribution Supervisor	0.01	0.03	-	(0.03)	(1)
Communications Clerk	-	-	0.05	0.05	(1)
Distribution Clerk	-	-	0.05	0.05	(1)
Marketing					
Marketing Manager	0.02	0.01	-	(0.01)	(1)
Market Research Specialist	0.01	0.01	-	(0.01)	(1)
Pass Sales Assistant	-	0.02	-	(0.02)	(2)
Marketing Specialist	0.01	0.05	0.10	0.05	(2)
Receptionist	0.03	0.05	-	(0.05)	(2)
Public Information					
Public Information Officer	0.02	0.15	0.15	-	
Public Information Specialist	0.03	0.65	1.45	0.80	(2)
Community Relations Specialist	0.05	0.20	0.20	-	
TOTAL EMPLOYEES	0.23	2.36	2.00	(0.36)	

NOTES:

(1) Wages for FY2005 reallocated through the Agency Indirect Allocation (AIA) for general support services not identified specifically with a specific operating business unit. 100% of these costs allocated to the other categories below via appropriate measures and an overhead rate. Principally used by the Administration, Communications, Development & Finance Divisions.

(2) Operations Administrative wages

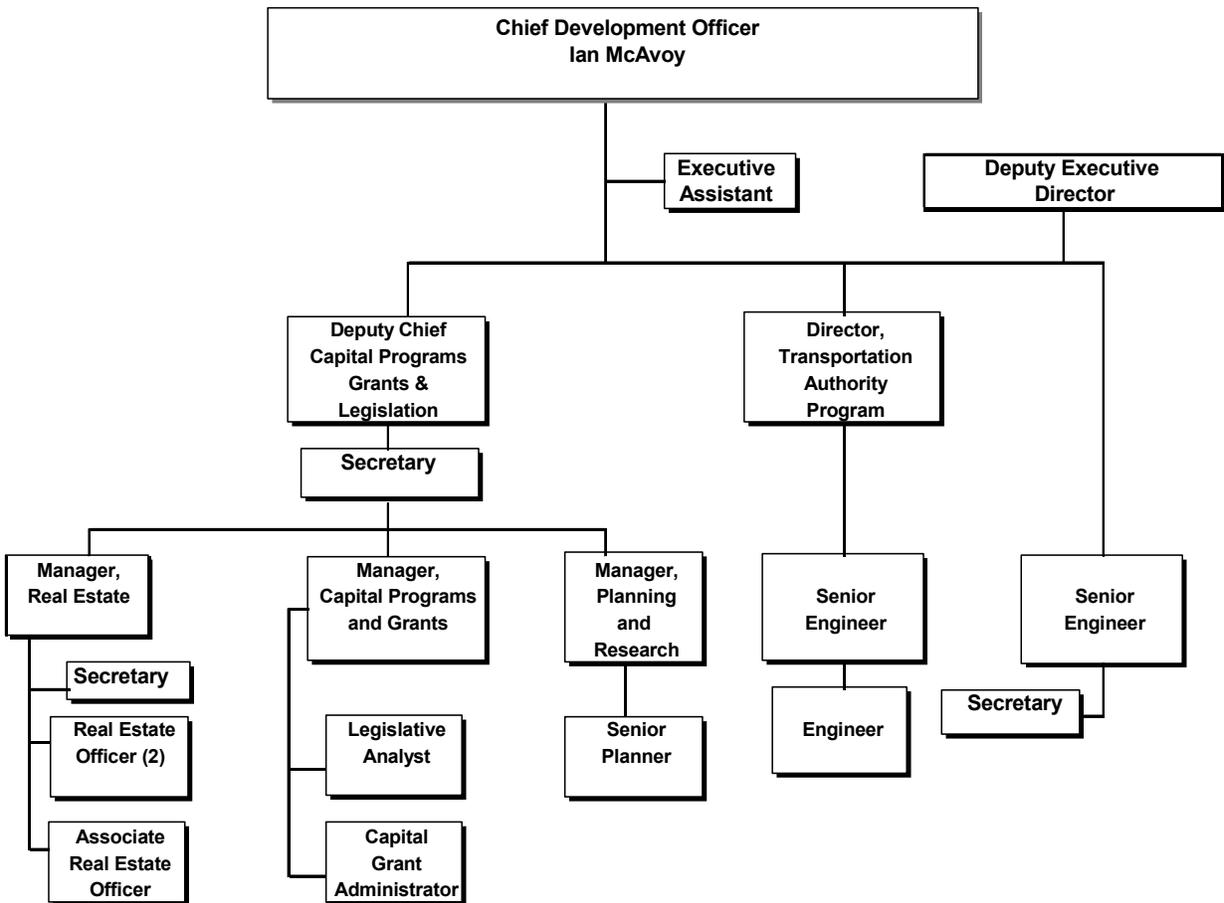
**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 GOALS & OBJECTIVES
DEVELOPMENT DIVISION**

The Development Division provides executive management for the San Mateo County Transportation Authority, as well as program and project related support.

The following are eight key FY2005 goals for the Development Division:

- Oversee the implementation of TA capital program in the planning, design and construction phases of development.
- Prepare and submit Capital Budget.
- Issue quarterly capital program status reports for the San Mateo County Transportation Authority.
- Complete the TA Strategic Plan.
- Submit grant applications for programmed external funding.
- Secure required real estate to support project implementation.
- Develop a recommended Expenditure Plan for the reauthorization of Measure A.
- Complete Project Study Report for the Dumbarton Rail Corridor.

DEVELOPMENT DIVISION



Revised organization chart for the Development Division will be available upon completion of the reorganization process.

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Development Administration
030100**

ACCOUNT FUND	DESCRIPTION	FY2003	ORIGINAL	FY2004	ADOPTED	Increase(Decrease)	% INC(DEC)
		ACTUAL	FY2004	PROJECTED	FY2005	FY05 ADOPTED to	FY05 ADOPTED to
		A	B	C	D	E	F = E/C
511110 04301	Regular Wages - Non Union	56,537	49,350	49,350	24,050	(25,300)	-51%
512000 04301	Fringe Benefits	25,404	24,640	24,640	13,330	(11,310)	-46%
522010 04301	Seminar Travel & Meeting	-	2,500	2,500	2,500	-	0%
523010 04301	Office Supplies	(50)	-	-	-	-	N/A
Total	Development Administration	81,891	76,490	76,490	39,880	(36,610)	-48%

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Engineering
030200**

ACCOUNT	FUND	DESCRIPTION	FY2003	ORIGINAL		ADOPTED	Increase(Decrease)	% INC(DEC)
			ACTUAL	FY2004	FY2004	FY2005	FY05 ADOPTED to	FY05 ADOPTED to
			A	B	C	D	E	F = E/C
511110	04301	Regular Wages - Non Ur	-	-	-	15,060	15,060	100%
512000	04301	Fringe Benefits	-	-	-	8,350	8,350	100%
Total Engineering			-	-	-	23,410	23,410	100%

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Strategic/Long Range Planning
030301**

ACCOUNT/FUND	DESCRIPTION	FY2003	ORIGINAL		ADOPTED	Increase(Decrease)	% INC(DEC)
		ACTUAL	FY2004 BUDGET	FY2004 PROJECTED	FY2005 BUDGET	FY05 ADOPTED to FY04 PROJECTED	FY05 ADOPTED to FY04 PROJECTED
		A	B	C	D	E	F = E/C
511110 04301	Regular Wages - Non Union	4,394	27,310	27,310	28,030	720	3%
512000 04301	Fringe Benefits	1,937	13,630	13,630	15,530	1,900	14%
Total	Strategic/Long Range Planning	6,520	40,940	40,940	43,560	2,620	6%

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Grants & Capital Project Funding Admin.
030303**

ACCOUNT FUND	DESCRIPTION	FY2003	ORIGINAL		ADOPTED	Increase(Decrease)	% INC(DEC)
		ACTUAL	FY2004 BUDGET	FY2004 PROJECTED	FY2005 BUDGET	FY05 ADOPTED to FY04 PROJECTED	FY05 ADOPTED to FY04 PROJECTED
		A	B	C	D	E	F = E/C
511110 04301	Regular Wages - Non Union	32,495	91,230	91,230	31,380	(59,850)	-66%
512000 04301	Fringe Benefits	14,992	45,540	45,540	17,390	(28,150)	-62%
522030 04301	Business Travel & Meeting	1,064	1,000	1,000	1,000	-	0%
523050 04301	Printing and Information Services	-	1,000	1,000	1,000	-	0%
Total	Grants & Capital Project Funding Admin	48,551	138,770	138,770	50,770	(88,000)	-63%

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Property Management
030400**

ACCOUNT FUND	DESCRIPTION	ORIGINAL		ADOPTED		Increase(Decrease)		% INC(DEC)	
		FY2003 ACTUAL	FY2004 BUDGET	FY2004 PROJECTED	FY2005 BUDGET	FY05 ADOPTED to FY04 PROJECTED	FY05 ADOPTED to FY04 PROJECTED	F = E/C	
		A	B	C	D	E			
511110 04301	Regular Wages - Non Union	21,203	26,240	26,240	27,310	1,070	4%		
511210 04301	Overtime Wages - Non Union	1,501	-	-	-	-	N/A		
512000 04301	Fringe Benefits	9,898	13,100	13,100	15,130	2,030	15%		
525010 04301	Legal Services	10,507	-	-	-	-	N/A		
525050 04301	Consultants	2,775	6,000	6,000	6,000	-	0%		
530090 04301	Miscellaneous	-	-	-	100	100	N/A		
Total	Property Management	45,884	45,340	45,340	48,540	3,200	7%		

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**SMCTA Administration
030500**

ACCOUNT FUND	DESCRIPTION	FY2003	ORIGINAL	FY2004	ADOPTED	Increase(Decrease)	% INC(DEC)
		ACTUAL	FY2004 BUDGET	PROJECTED	FY2005 BUDGET	FY05 ADOPTED to FY04 PROJECTED	FY05 ADOPTED to FY04 PROJECTED
		A	B	C	D	E	F = E/C
511110 04301	Regular Wages - Non Union	18,165	20,130	20,130	25,610	5,480	27%
512000 04301	Fringe Benefits	7,824	10,050	10,050	14,190	4,140	41%
521010 04301	Dues & Subscriptions	4,220	5,000	5,000	5,000	-	0%
522010 04301	Seminar Travel & Meeting	1,946	2,200	2,200	2,200	-	0%
522030 04301	Business Travel & Meeting	1,377	2,200	2,200	2,200	-	0%
523010 04301	Office Supplies	-	750	750	500	(250)	-33%
523050 04301	Printing and Information Services	6,604	1,000	1,000	1,000	-	0%
523090 04301	Legal Advertising	-	2,800	2,800	2,000	(800)	-29%
525010 04301	Legal Services	6,907	-	-	-	-	N/A
525090 08030	TSM Specific Projects	414,400	392,320	392,320	400,200	7,880	2%
530090 04301	Miscellaneous	-	1,000	1,000	500	(500)	-50%
590010 04301	Office Equipment	486	500	500	500	-	0%
Total	SMCTA Administration	461,930	437,950	437,950	453,900	15,950	4%

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Dumbarton Rail Corridor
080304**

ACCOUNT FUND	DESCRIPTION	FY2003	ORIGINAL	FY2004	ADOPTED	Increase(Decrease)	% INC(DEC)
		ACTUAL	FY2004	PROJECTED	FY2005	FY05 ADOPTED to	FY05 ADOPTED to
		A	B	C	D	FY04 PROJECTED	FY04 PROJECTED
						E	F = E/C
525090	04301 Other Contract Svcs - Dumbarton	24,550	70,000	70,000	80,000	10,000	14%
525190	04301 Ground Maintenance	46,421	99,000	99,000	110,000	11,000	11%
Total Dumbarton Rail Corridor		70,971	169,000	169,000	190,000	21,000	12%

SAN MATEO COUNTY TRANSPORTATION AUTHORITY

FY 2005 BUDGET

DEVELOPMENT DIVISION PERSONNEL

STAFFING CLASSIFICATION	AUTHORIZED POSITIONS			NET	NOTES
	FY2003	FY2004	FY2005	CHANGE FY04 to FY05	
Chief Development Officer	0.35	0.35	0.18	(0.17)	(1)
Executive Assistant	0.20	0.03	-	(0.03)	(1)
Administration					
Director, Transportation Authority Program	1.00	1.00	0.20	(0.80)	(1)
Senior Engineer	1.00	1.00	-	(1.00)	(1)
Engineer	2.00	2.00	-	(2.00)	(1)
Engineering					
Secretary (Engineering)	-	0.06	-	(0.06)	(1)
Senior Engineer	-	0.01	0.10	0.09	(1)
Facilities Technician	-	0.06	-	(0.06)	(1)
Superintendent, Facilities	-	0.03	-	(0.03)	(1)
Facilities Contract Administrator	-	0.03	-	(0.03)	(1)
Construction Manager	-	-	0.20	0.20	(1)
Grants and Capital					
Deputy Chief, Capital Grants & Legislation	-	0.18	0.18	-	
Manager, Capital Programming and Grants	0.18	0.10	0.10	-	
Secretary (Engineering)	-	0.03	-	(0.03)	(1)
Capital Grants Administrator	-	0.05	0.05	-	
Legislative Analyst	0.15	0.03	-	(0.03)	(1)
Government Liaison	-	1.00	-	(1.00)	(3)
Associate Planner	0.05	0.20	0.20	-	
Property Management					
Real Estate Officer	0.40	0.10	0.10	-	
Secretary	0.06	0.03	-	(0.03)	(1)
Assoc. Real Estate Officer	-	0.30	0.10	(0.20)	(3)
Manager, Real Estate	0.20	0.20	0.15	(0.05)	(1)
Strategic and Long Range Planning					
Manager, Strategic and Long Range Planning	0.10	0.05	0.05	-	
Senior Planner	0.35	0.35	0.42	0.07	(1)
TOTAL EMPLOYEES	5.59	6.80	2.03	(5.24)	

NOTES:

(1) Wages for FY2005 reallocated through the Agency Indirect Allocation (AIA) for general support services not identified specifically with a specific operating business unit. 100% of these costs allocated to the other categories below via appropriate measures and an overhead rate. Principally used by the Administration, Communications, Development & Finance Divisions.

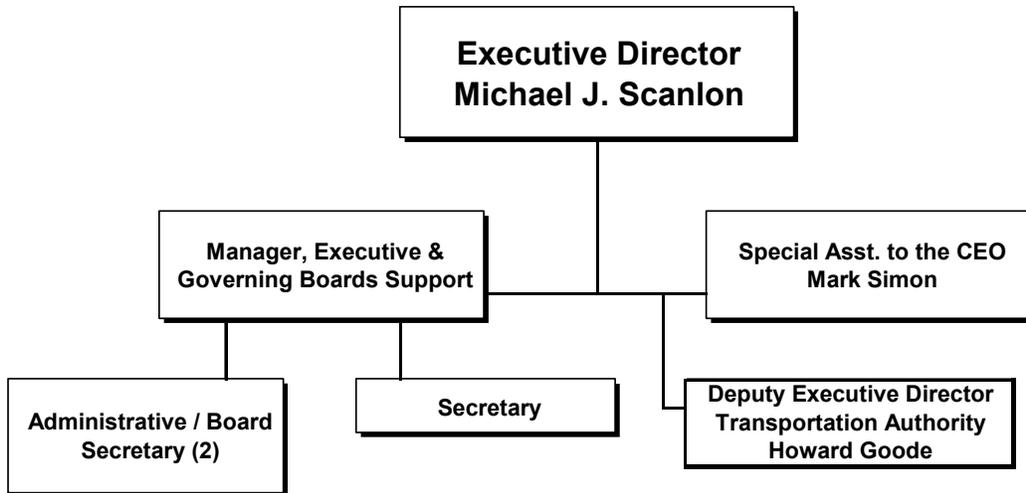
(2) Wages allocation transferred to Samtrans & PCJPB

(3) Transferred position responsibilities.

**SAN MATEO COUNTY TRANSIT DISTRICT
EXECUTIVE DEPARTMENT
GOALS FY2005**

- Provide accurate, efficient, responsible, professional administrative and informational support.
- Provide exceptional customer service – internal and external.
- Provide the Agency support and outreach for community efforts.
- Communicate with others to foster a good relationship and understanding.
- Be open and receptive to change.
- Lead by example.
- Gain and share knowledge.

EXECUTIVE DEPARTMENT



**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Executive Department - Administration
010100**

ACCOUNT FUND	DESCRIPTION	FY2003	ORIGINAL		ADOPTED	Increase(Decrease)	% INC(DEC)
		ACTUAL	FY2004	FY2004	FY2005	FY05 ADOPTED to	FY05 ADOPTED to
		A	B	C	D	FY04 PROJECTED	FY04 PROJECTED
						E	F = E/C
511110 04301	Regular Wages - Non Union	5,000	(A)	(A)	18,690	18,690	100%
512000 04301	Fringe Benefits	2,100	-	-	10,360	10,360	100%
513000 04301	Temporary Help	2,312	-	-	-	-	N/A
521010 04301	Dues & Subscriptions	-	-	5,000	5,000	-	0%
522010 04301	Seminar Travel & Meeting	2,092	1,000	1,000	1,000	-	0%
522030 04301	Business Travel & Meeting	68	100	100	100	-	0%
523000 04301	Office & Departmental Expenses	-	-	-	600	600	N/A
523050 04301	Printing and Information Services	450	-	-	-	-	N/A
523090 04301	Legal Advertising	804	1,000	1,000	800	(200)	-20%
530090 04301	Miscellaneous	384	800	800	500	(300)	-38%
Total Executive Department - Administration		13,210	2,900	7,900	37,050	29,150	369%

NOTES:

(A) Wages for FY2004 reallocated through the Agency Indirect Allocation (AIA) for general support services not identified specifically with a specific operating business unit. 100% of these costs allocated to the other categories below via appropriate measures and an overhead rate. Principally used by the Administration, Communications, Development & Finance Divisions.

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Executive Department - Board of Directors
010300**

ACCOUNT FUND	DESCRIPTION	FY2003	ORIGINAL	FY2004	ADOPTED	Increase(Decrease)	% INC(DEC)
		ACTUAL	FY2004 BUDGET	PROJECTED	FY2005 BUDGET	FY05 ADOPTED to FY04 PROJECTED	FY05 ADOPTED to FY04 PROJECTED
		A	B	C	D	E	F = E/C
511500 04301	BOD - Meeting Attendance Fees	7,400	8,400	8,400	8,400	-	0%
522010 04301	Seminar Travel & Meeting	-	500	5,000	500	(4,500)	-90%
522030 04301	Business Travel & Meeting	161	100	100	-	(100)	-100%
530090 04301	Miscellaneous	29	800	800	400	(400)	-50%
Total	Executive Department - Board of Directors	7,590	9,800	14,300	9,300	(5,000)	-35%

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Executive Department - Legal Services
010400**

ACCOUNT	FUND	DESCRIPTION	ORIGINAL		ADOPTED FY2005 BUDGET	Increase(Decrease) FY05 ADOPTED to FY04 PROJECTED	% INC(DEC) FY05 ADOPTED to FY04 PROJECTED	
			FY2003 ACTUAL	FY2004 BUDGET				
			A	B	C	D	E	F = E/C
525010	04301	Legal Services	26,273	95,000	95,000	120,000	25,000	26%
Total		Executive Department - Legal Services	26,273	95,000	95,000	120,000	25,000	26%

SAN MATEO COUNTY TRANSPORTATION AUTHORITY

FY 2005 BUDGET EXECUTIVE DIVISION PERSONNEL

<u>STAFFING CLASSIFICATION</u>	<u>AUTHORIZED POSITIONS</u>			<u>NET</u>	<u>NOTES</u>
	<u>FY2003</u>	<u>FY2004</u>	<u>FY2005</u>	<u>CHANGE</u> <u>FY04 to FY05</u>	
General Manager/CEO	0.10	0.03	-	(0.03)	(1)
Special Assistant to the CEO	-	0.03	-	(0.03)	(1)
Manager, Executive and Governing Boards Support	0.10	0.03	-	(0.03)	(1)
Administrative / Board Secretary	0.20	0.06	0.40	0.34	(1)
Secretary	0.10	0.03	-	(0.03)	(1)
TOTAL EMPLOYEES	0.50	0.19	0.40	0.21	

NOTES:

(1) Wages for FY2005 reallocated through the Agency Indirect Allocation (AIA) for general support services not identified specifically with a specific operating business unit. 100% of these costs allocated to the other categories below via appropriate measures and an overhead rate. Principally used by the Administration, Communications, Development & Finance Divisions.

SAN MATEO COUNTY TRANSPORTATION AUTHORITY FY2005 GOALS & OBJECTIVES FINANCE DIVISION

The division is organized into three departments:

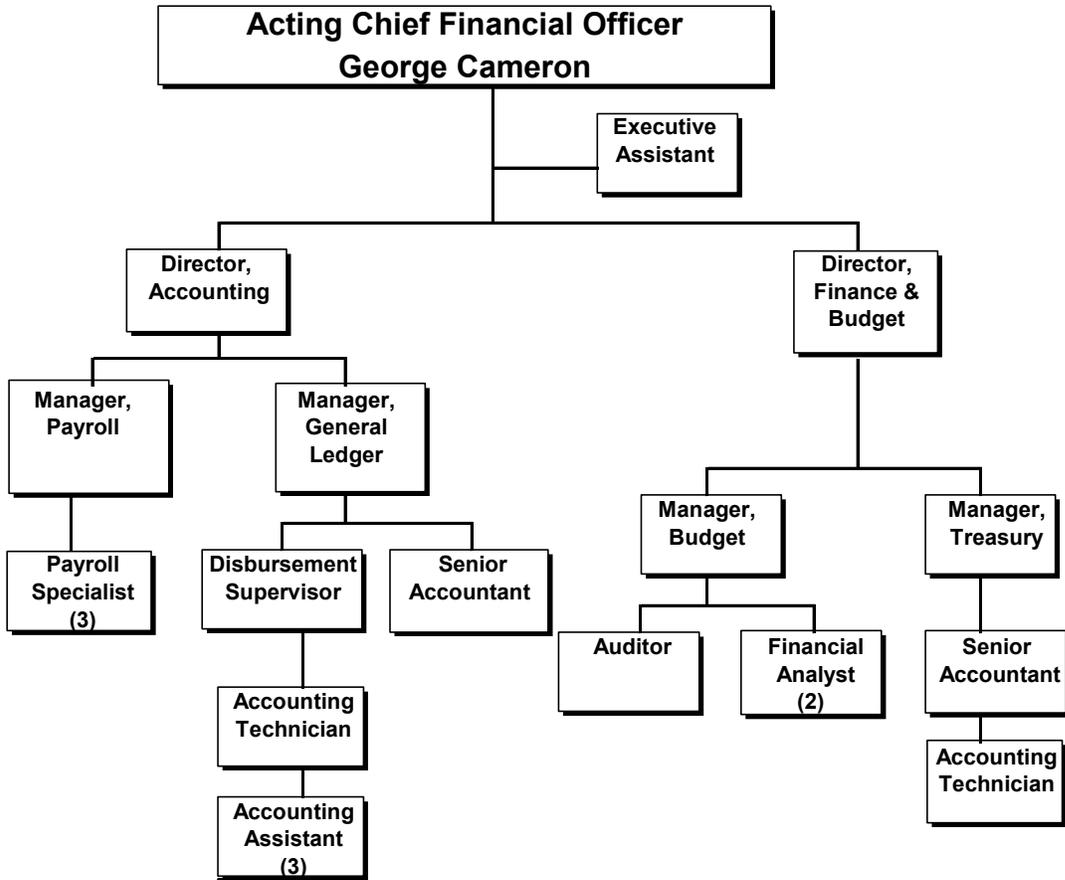
- Finance Division Administration, responsible for the overall management of the Finance Division, including auditing.
- Finance and Budget Department, responsible for budgets, budget analysis, financial capacity, treasury and debt service, billings, cash receipts, bond issues, cash management, and counting moneys received through farebox collections.
- Accounting Department, responsible for general accounting, grants, fixed assets, capital projects, and disbursements, which includes payroll and accounts payable.

Key Finance Division measurable tasks for FY2005 are:

- Prepare Annual Operating Budget:
 - Complete draft Operating Budget for Board approval in May of each year.
 - Prepare adopted Budget Presentation for GFOA within 90 days after Board adoption.
- Successfully complete annual financial audit and preparation of the Comprehensive Annual Financial Report:
 - External auditor opinions issued by November 15 of each year.
 - No more than five audit comments at exit conference.
 - Submit CAFR to the GFOA for professional evaluation by December 15 of each year.
- Timely processing of payment requests that are submitted with appropriate approvals, backup documentation, and correct account codes:
 - Process payments appropriately submitted to Finance within seven working days after receipt.
- All external financial reports to be completed accurately and timely:
 - Reports to be completed and filed on time 100 percent of the time.
- Month-end financial statements to be completed accurately and timely according to the schedule established by the executive office.
- Grant reimbursement from funding agencies to be processed accurately within 30 days after month end.
- Complete implementation of PeopleSoft Budget Module including coordination with Human Resources to implement Position Management System.
- Complete the banking RFP process including preparation of the RFP and the distribution for the review of legal and procurement staff up to and including the final bid and award by mid-year 2005.

- Post all Central Office cash receipts accurately and in a timely manner. All receipts posted to correct customer account, correct invoice number if applicable, correct G/L account, correct business unit and all posted amounts reconciled to actual receipts. All checks/cash deposited within 2 business days of receipt and posted to PeopleSoft within 5 business days of deposit.
- Reconcile all cash accounts monthly by the 15th of each month (15 days following end of month), all assigned accounts are to be reconciled and any necessary corrections or adjustments to facilitate zero differences are to be posted. (i.e. January reconciliations completed by February 15th). Submit reconciliations to supervisor for review quarterly.
- Reconcile all non-cash accounts quarterly and submit reconciliations for supervisor's review by 45 days following end of quarter. All accounts are to be reconciled and any necessary corrections or adjustments to facilitate zero differences are to be posted.

FINANCE DIVISION



**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Finance Division Administration
040100**

ACCOUNT FUND	DESCRIPTION	FY2003	ORIGINAL		ADOPTED	Increase(Decrease	% INC(DEC)
		ACTUAL	FY2004	FY2004	FY2005	FY05 ADOPTED to	FY05 ADOPTED to
		A	B	C	D	E	F = E/C
511110 04301	Regular Wages - Non Union	29,333	26,960	26,960	27,670	710	3%
512000 04301	Fringe Benefits	13,247	13,460	13,460	15,330	1,870	14%
525010 04301	Legal Services	14,706	-	-	-	-	N/A
525050 04301	Consultants	-	4,000	4,000	4,000	-	0%
Total	Finance Division Administration	57,501	44,420	44,420	47,000	2,580	6%

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Accounting Department Admin.
040700**

ACCOUNT FUND	DESCRIPTION	FY2003	ORIGINAL		ADOPTED	Increase(Decrease)	% INC(DEC)
		ACTUAL	FY2004	FY2004	FY2005	FY05 ADOPTED to	FY05 ADOPTED to
		A	B	C	D	E	F = E/C
511110 04301	Regular Wages - Non Union	4,161	10,100	10,100	10,370	270	3%
512000 04301	Fringe Benefits	1,778	5,040	5,040	5,750	710	14%
521010 04301	Dues & Subscriptions	480	-	-	-	-	N/A
522010 04301	Seminar Travel & Meeting	-	2,000	2,000	-	(2,000)	-100%
523050 04301	Printing and Information Services	120	1,000	1,000	1,000	-	0%
525021 04301	Annual Audit Services	21,550	30,000	18,000	20,000	2,000	11%
530090 04301	Miscellaneous	-	2,000	2,000	-	(2,000)	-100%
Total	Accounting Department Admin.	28,090	50,140	38,140	37,120	(1,020)	-3%

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Accounting Dept / General Ledger
040702**

ACCOUNT FUND	DESCRIPTION	FY2003	ORIGINAL		ADOPTED	Increase(Decrease)	% INC(DEC)
		ACTUAL	FY2004	FY2004	FY2005	FY05 ADOPTED to	FY05 ADOPTED to
		A	B	C	D	E	F = E/C
511110 04301	Regular Wages - Non Union	44,530	64,230	64,230	61,550	(2,680)	-4%
512000 04301	Fringe Benefits	20,164	32,050	32,050	34,100	2,050	6%
Total	Accounting Dept / General Ledger	64,694	96,280	96,280	95,650	(630)	-1%

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Audit Department
040706**

ACCOUNT FUND	DESCRIPTION	FY2003	ORIGINAL		ADOPTED	Increase(Decrease)	% INC(DEC)
		ACTUAL	FY2004	FY2004	FY2005	FY05 ADOPTED to	FY05 ADOPTED to
		A	B	C	D	E	F = E/C
511110 04301	Regular Wages - Non Union	3,586	6,830	6,830	10,510	3,680	54%
512000 04301	Fringe Benefits	1,559	3,410	6,410	5,820	(590)	-9%
Total	Audit Department	5,146	10,240	13,240	16,330	3,090	23%

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Finance and Budget Department. Admin.
040800**

ACCOUNT FUND	DESCRIPTION	ORIGINAL			ADOPTED	Increase(Decrease)	% INC(DEC)
		FY2003 ACTUAL	FY2004 BUDGET	FY2004 PROJECTED	FY2005 BUDGET	FY05 ADOPTED to FY04 PROJECTED	FY05 ADOPTED to FY04 PROJECTED
		A	B	C	D	E	F = E/C
511110 04301	Regular Wages - Non Union	14,156	10,480	10,480	10,760	280	3%
512000 04301	Fringe Benefits	6,217	5,230	5,230	5,960	730	14%
521010 04301	Dues & Subscriptions	-	-	-	1,090	1,090	N/A
522010 04301	Seminar Travel & Meeting	-	-	-	2,300	2,300	N/A
522030 04301	Business Travel & Meeting	70		300	300	-	0%
Total	Finance and Budget Department. Admin.	20,443	15,710	16,010	20,410	4,400	27%

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Finance and Budget Department - Budget
040801**

ACCOUNT FUND	DESCRIPTION	FY2003	ORIGINAL		ADOPTED	Increase(Decrease)	% INC(DEC)
		ACTUAL	FY2004	FY2004	FY2005	FY05 ADOPTED to	FY05 ADOPTED to
		A	B	C	D	E	F = E/C
511110 04301	Regular Wages - Non Union	55,898	44,900	44,900	46,770	1,870	4%
512000 04301	Fringe Benefits	25,503	55,770	50,770	25,910	(24,860)	-49%
513000 04301	Temporary Help	-	2,000	2,000	2,000	-	0%
521010 04301	Dues & Subscriptions	350	-	-	-	-	N/A
523050 04301	Printing and Information Services	(146)	1,500	1,500	1,500	-	0%
Total	Finance and Budget Department - Budget	81,606	104,170	99,170	76,180	(22,990)	-23%

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Finance and Budget Department - Treasury
040802**

ACCOUNT FUND	DESCRIPTION	FY2003	ORIGINAL	FY2004	ADOPTED	Increase(Decrease)	% INC(DEC)
		ACTUAL	FY2004 BUDGET	PROJECTED	FY2005 BUDGET	FY05 ADOPTED to FY04 PROJECTED	FY05 ADOPTED to FY04 PROJECTED
		A	B	C	D	E	F = E/C
511110 04301	Regular Wages - Non Union	28,377	30,400	30,400	31,460	1,060	3%
512000 04301	Fringe Benefits	12,794	15,180	15,180	17,430	2,250	15%
525021 04301	County Services - Audit Fees	3,000	3,000	3,000	3,000	-	0%
530010 07313	Bond Interest Expense	2,088,010	1,793,800	1,793,800	1,480,300	(313,500)	-17%
530040 04301	Bank Charges	1,356	1,400	1,400	2,800	1,400	100%
530045 04301	Fiscal Agent Fees	5,650	5,000	5,000	5,200	200	4%
530100 04301	20% to Local Entities	10,970,908	11,209,200	11,209,200	11,433,400	224,200	2%
530130 04301	Bond Principal Payment	7,175,000	7,465,000	7,465,000	7,780,000	315,000	4%
Total	Finance and Budget Department - Treasury	20,285,098	20,522,980	20,522,980	20,753,590	230,610	1%

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

ORG: 040900

ICAP/OVERHEAD ADJUSTMENTS

BUSINESS			FY2003	ORIGINAL	FY2004	ADOPTED	Increase(Decrease)	% INC(DEC)
UNIT	ACCOUNT FUND	DESCRIPTION	ACTUAL	FY2004 BUDGET	FY2004 PROJECTED	FY2005 BUDGET	FY05 ADOPTED to FY04 PROJECTED	FY05 ADOPTED to FY04 PROJECTED
			A	B	C	D	E	F = E/C
SMCTA	405140	04301 Indirect Cost Alloc. Recovery CR	(533,773)	(646,200)	(646,200)	(560,000)	86,200	13%
SMCTA	530120	04301 SAMTRANS ICAP DR	487,471	422,700	422,700	377,550	(45,150)	-11%
Total ICAP/OVERHEAD ADJUSTMENTS			(46,302)	(223,500)	(223,500)	(182,450)	41,050	18%

SAN MATEO COUNTY TRANSPORTATION AUTHORITY

FY 2005 BUDGET FINANCE DIVISION PERSONNEL

<u>STAFFING CLASSIFICATION</u>	<u>AUTHORIZED POSITIONS</u>			<u>NET</u>	<u>NOTES</u>
	<u>FY2003</u>	<u>FY2004</u>	<u>FY2005</u>	<u>CHANGE</u> <u>FY04 to FY05</u>	
Finance Administration					
Chief Financial Officer	0.20	0.20	0.20	-	
Executive Assistant	-	0.03	-	(0.03)	(1)
Accounting Department					
Director, Accounting	0.10	0.12	0.10	(0.02)	(1)
Secretary	-	0.03	-	(0.03)	(1)
Disbursement Center					
Manager, Payroll	-	0.03	-	(0.03)	(1)
Disbursement Supervisor	-	0.03	-	(0.03)	(1)
Payroll Specialist	-	0.09	-	(0.09)	(1)
Accounting Assistant	-	0.06	-	(0.06)	(1)
Accounting Technician	-	0.03	-	(0.03)	(1)
General Ledger					
Manager, General Ledger	0.10	0.12	0.10	(0.02)	(2)
Senior Accountant	1.00	0.90	0.80	(0.10)	(2)
Finance and Budget Department					
Director, Finance and Budget	0.10	0.10	0.10	-	
Budget					
Manager, Budget	0.20	0.20	0.20	-	
Financial Analyst	0.45	0.45	0.45	-	
Treasury					
Manager, Financial Services - Treasury	0.20	0.20	0.20	-	
Senior Accountant	0.20	0.20	0.20	-	
Accounting Technician	0.10	0.10	0.10	-	
Audit					
Auditor	0.10	0.10	0.15	0.05	(2)
<hr/>					
TOTAL EMPLOYEES	2.75	3.00	2.60	(0.40)	

(1) Wages for FY2005 reallocated through the Agency Indirect Allocation (AIA) for general support services not identified specifically with a specific operating business unit. 100% of these costs allocated to the other categories below via appropriate measures and an overhead rate. Principally used by the Administration, Communications, Development & Finance Divisions.

(2) Wages allocation transferred to PCJPB

SAN MATEO COUNTY TRANSPORTATION AUTHORITY FY2005 GOALS & OBJECTIVES OPERATIONS DIVISION

The following information is provided to inform our readers of the Division that manages the funds that are budgeted for Paratransit activities and the San Mateo Caltrain Shuttle program partially funded by the TA. The Paratransit funds are transferred to the MV Transportation and SamTrans.

Below are key FY2005 Operations Division objectives for paratransit services:

ADA Administration:

ADA Administration reports through the Operations Division's Executive Department. This activity is responsible for the overall management of the ADA services, including customer services, communication with the public, and monitoring eligibility requirements.

ADA Coastside Service:

ADA service to residents living in San Mateo County coastal communities is provided by the MV Transportation. Funding in part comes from the District, which provides support from the one half cent sales tax collected in San Mateo County for transit needs.

Redi-Wheels North Base and South Base:

Redi-Wheels is a wheel chair lift equipped mini-bus, sedans, and 14 passenger buses, providing service to communities located along the bay side of the county and a pilot taxi service in San Francisco. The bus operators and scheduling services are contracted through MV Transportation to provide paratransit service. The MV service is administered by the Contract Bus Service Department reporting through the Operations Division. The vehicle maintenance for Redi-Wheels is performed by the District's Maintenance Department and reports through the Operations Division.

Sedan Service:

Sedan Service provides paratransit services to mobility-impaired riders who do not need a wheelchair lift equipped vehicle. MV Transportation provides vehicles, drivers and scheduling under contract. The service is popular with patrons and replaces more expensive taxi and lift-van service provided in earlier years. The Sedan Service is administered by the Contract Bus Service Department reporting through the Operations Division.

FY2005 Goals:

- Achieve paratransit bus fleet miles between road calls of 10,000 miles.
- Complete 200 preventative maintenance inspections on paratransit buses.

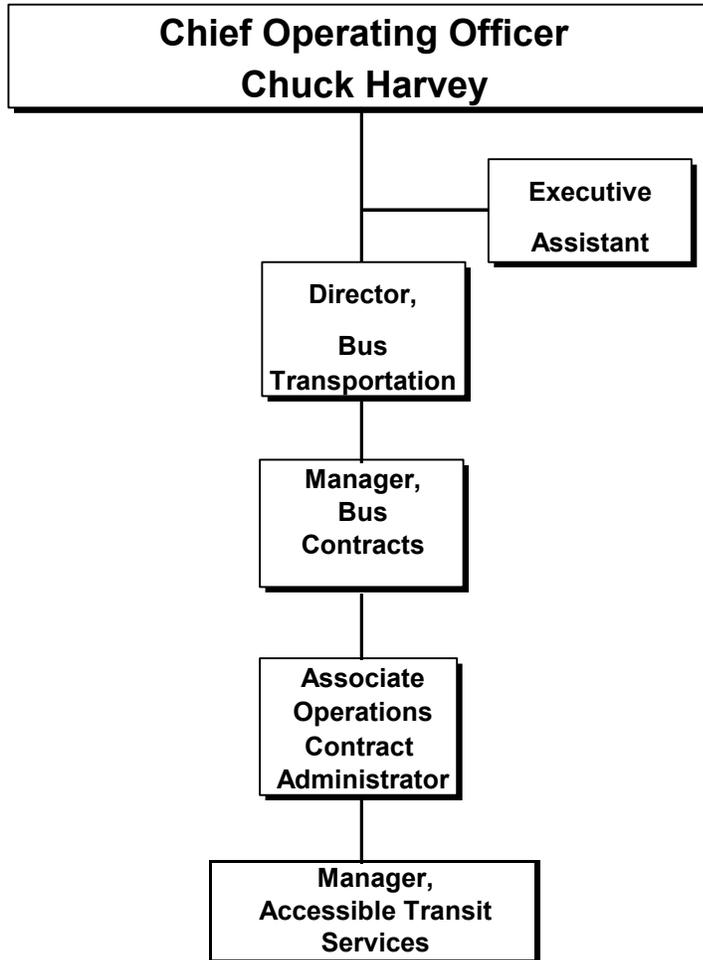
- Conduct 1,400 hours of staff time to Redi-Wheels inspection, and 900 hours of report auditing.
- Implement new ADA eligibility screening program using 3rd party assessment process.

FY2005 Shuttle Program Summary

The FY2005 Transportation Authority SM Caltrain Shuttle Program budget is \$972,590 and has two major components. One program that started during FY2002 provides funding to SamTrans for shuttles serving the Caltrain stations in San Mateo County. The program is referred to as the “SM/Caltrain Shuttle Program” and it is administered by the San Mateo County Transit District. The total program cost for SamTrans is \$472,590 with the Transportation Authority providing the funding for this program.

The other component provides \$500,000 for city shuttles and is referred to as the “C/CAG Congestion Relief Plan – Shuttles”. This program provides peninsula communities with shuttle service between residential areas, Caltrain stations, and major downtown areas. The \$500,000 is a 50 percent match, and the other 50 percent will be contributed by the participating cities.

OPERATIONS DIVISION



**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**ADA Accessibility Programs - Coastsides
050200**

ACCOUNT FUND	DESCRIPTION	FY2003	ORIGINAL		ADOPTED	Increase(Decrease)	% INC(DEC)
		ACTUAL	FY2004 BUDGET	FY2004 PROJECTED	FY2005 BUDGET	FY05 ADOPTED to FY04 PROJECTED	FY05 ADOPTED to FY04 PROJECTED
		A	B	C	D	E	F = E/C
525150 08020	Coastside Opportunity Center	68,500	57,900	57,900	54,640	(3,260)	-6%
Total	ADA Accessibility Programs - Coastsides	68,500	57,900	57,900	54,640	(3,260)	-6%

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**ADA Programs - Redi Wheels South Base
050400**

ACCOUNT	FUND	DESCRIPTION	FY2003	ORIGINAL		ADOPTED	Increase(Decrease)	% INC(DEC)
			ACTUAL	FY2004	FY2004	FY2005	FY05 ADOPTED to	FY05 ADOPTED to
			A	B	C	D	E	F = E/C
525110	08020	Paratransit Augmentation	-	906,500	906,500	855,960	(50,540)	-6%
525110	08020	SAMTR Redi-Whls/ADA/Paratransit-Aug	2,973,800	2,099,000	2,099,000	-	(2,099,000)	-100%
Total	ADA Programs - Redi Wheels South Base		2,973,800	3,005,500	3,005,500	855,960	(2,149,540)	-72%

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 ADOPTED BUDGET**

**Shuttles
080301**

ACCOUNT FUND	DESCRIPTION	FY2003	ORIGINAL		ADOPTED	Increase(Decrease)	% INC(DEC)
		ACTUAL	FY2004 BUDGET	FY2004 PROJECTED	FY2005 BUDGET	FY05 ADOPTED to FY04 PROJECTED	FY05 ADOPTED to FY04 PROJECTED
		A	B	C	D	E	F = E/C
511110 04301	Regular Wages - Non Union	-	-	-	9,390	9,390	100%
512000 04301	Fringe Benefits	-	-	-	5,210	5,210	100%
525185 04301	S.M. Caltrain Shuttle Program	382,990	452,000	452,000	471,340	19,340	4%
525186 04301	CCAG Congestion Relief Plan (Shuttles)	239,753	500,000	500,000	500,000	-	0%
Total	Shuttles	622,743	952,000	952,000	985,940	33,940	4%

SAN MATEO COUNTY TRANSPORTATION AUTHORITY

FY 2005 BUDGET

OPERATIONS DIVISION PERSONNEL

<u>STAFFING CLASSIFICATION</u>	<u>AUTHORIZED POSITIONS</u>			<u>NET</u>	<u>NOTES</u>
	<u>FY2003</u>	<u>FY2004</u>	<u>FY2005</u>	<u>CHANGE</u>	
Operations Division Administration					
Chief Operating Officer	-	-	-	-	
Administrative Assistant, Transit Operations	-	-	-	-	
Bus Contracts					
Manager, Bus Contracts	-	-	-	-	
Associate Operations Contract Administrator	-	0.10	0.15	0.05	(2) (3)
TOTAL EMPLOYEES	-	0.10	0.15	0.05	

(1) Wages for FY2005 reallocated through the Agency Indirect Allocation (AIA) for general support services not identified specifically with a specific operating business unit. 100% of these costs allocated to the other categories below via appropriate measures and an overhead rate. Principally used by the Administration, Communications, Development & Finance Divisions.

(2) Capital Direct Services Wages.

(3) Capital Administrative Wages

Section Four

CAPITAL BUDGET AND PROGRAM

- **FY2005 Capital Budget Summary**
- **FY2005 Capital Budget Detail**

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
PROPOSED CAPITAL BUDGET
FISCAL YEAR 2005**

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)
<u>PROJECTS</u>	<u>APPROVED PROJECT BUDGET</u>	<u>PROJECTED EXPENDITURES FY 2004</u>	<u>PROJECTED CUMULATIVE EXPENDITURE THRU 6/30/04</u>	<u>TOTAL AVAILABLE PROJECT BUDGET (A-C)</u>	<u>ADDITIONAL BUDGET APPROP/ RECLASS</u>	<u>REVISED AUTHORITY BUDGET (A+E)</u>	<u>PROJECT REIM-BURSEMENT</u>	<u>PROJECTED AUTHORITY NET COST (F+G)</u>	<u>MEMO ONLY PROJECTED FY05 EXPENDITURES & ENCUMBRANCES</u>
<u>DUMBARTON SPUR</u>									
00612 Right of Way Acquisition	14,249,852	0	14,249,852	0		14,249,852		14,249,852	
00613 Engineering	1,575,000	850,158	1,280,507	294,493	650,000	2,225,000	(596,100)	1,628,900	551,000
TOTAL DUMBARTON SPUR	15,824,852	850,158	15,530,359	294,493	650,000	16,474,852	(596,100)	15,878,752	551,000
<u>TA-CALTRAIN Project</u>									
00605 San Mateo Local Share JPB CIP	18,630,440	4,035,750	17,730,266	900,174	7,400,000	26,030,440		26,030,440	8,300,000
00704 Caltrain Maintenance Facility	8,218,072	1,224,624	3,412,407	4,805,665		8,218,072		8,218,072	2,000,000
00705 Burlingame, Hillsdale Planning Study	600,000	100,390	527,214	72,786		600,000		600,000	50,000
00766 Outside Boarding Platform & Track/Sign Improvements-Burlingame	2,000,000	10,680	10,680	1,989,320	550,000	2,550,000		2,550,000	2,160,000
00708 Interim Outside Boarding Platform Improvements-Broadway	1,100,000	107,529	668,002	431,998	650,000	1,750,000		1,750,000	960,000
00714 San Mateo West RR Ave-City Imprvmt	315,000	202,832	297,382	17,618	100,000	415,000		415,000	100,000
00715 San Mateo North RR Ave-City Imprvmt	475,000	55,039	467,618	7,382	50,000	525,000		525,000	50,000
00717 Hayward Park Station West Side Desig	750,000	0	76,315	673,685		750,000		750,000	
00763 Bayshore Station Construction	1,540,000	0	0	1,540,000		1,540,000		1,540,000	1,540,000
00707 Station Relocation & 4 Track Imprvmt -SSF (formerly 702 & 707)	1,450,000	402,691	955,903	494,097	1,700,000	3,150,000		3,150,000	2,010,000
00709 New San Bruno Station (formerly 690 & 709)	599,907	38,366	537,198	62,708		599,907		599,907	40,000
00767 San Bruno Station Amenities	1,100,000	544	544	1,099,456		1,100,000		1,100,000	1,000,000
00765 Interim Outside Boarding Platform Improvements - Atherton	400,000	0	0	400,000	40,000	440,000		440,000	400,000
new Interim Outside Boarding Platform Improvements - Hillsdale					900,000	900,000		900,000	800,000
TOTAL CALTRAIN	37,178,419	6,178,445	24,683,530	12,494,889	11,390,000	48,568,419	0	48,568,419	19,410,000
<u>RAILROAD GRADE SEPARATIONS</u>									
00676 25th Avenue	6,250,000	416,302	691,997	5,558,003		6,250,000		6,250,000	1,000,000
00676 25th Avenue (TCRP fund)	500,000			500,000		500,000	(500,000)	0	
00677 Ralston/Holly/Harbor	60,916,667	97,041	60,162,931	753,736		60,916,667		60,916,667	100,000
00698 Right of Way Preservation	16,074,000	13,550	15,473,677	600,323		16,074,000		16,074,000	
00756 Planning Studies	160,000	0	62,439	97,561		160,000		160,000	50,000
00757 Grade Sep Study-Menlo Park	300,000	196,051	228,819	71,181		300,000		300,000	50,000
00758 Grade Sep - South Linden	2,500,000	379,450	471,633	2,028,367		2,500,000		2,500,000	1,000,000
00758 Grade Sep - South Linden (TCRP)	250,000			250,000		250,000	(250,000)	0	
00759 Grade Sep - San Bruno	6,200,000	385,248	530,796	5,669,204		6,200,000		6,200,000	2,000,000
00760 Grade Sep - Poplar to Tilton	3,000,000	225,538	401,088	2,598,912		3,000,000		3,000,000	1,000,000
00760 Grade Sep - Poplar to Tilton (TCRP)	250,000	0		250,000		250,000	(250,000)	0	
00764 San Mateo County Grade Sep Plan	1,000,000	0	0	1,000,000		1,000,000		1,000,000	500,000
TOTAL RR GRADE SEPARATIONS	97,400,667	1,713,180	78,023,379	19,377,288	0	97,400,667	(1,000,000)	96,400,667	5,700,000

STREETS AND HIGHWAYS

Route 101 Interchanges:

00621 Broadway	1,350,000	56,495	436,141	913,859	650,000	2,000,000	2,000,000	500,000
00622 Willow 1C	1,343,583	352,954	670,358	673,225	1,156,417	2,500,000	2,500,000	750,000
00625 Candlestick	11,000	0	1,327	9,673	0	11,000	11,000	
00718 Oyster Point Phase II	9,970,000	4,695,529	9,887,555	82,445		9,970,000	9,970,000	1,300
00719 Oyster Point Phase III-A	10,750,000	2,517,928	9,151,678	1,598,322		10,750,000	10,750,000	1,500,000
00720 Oyster Point Phase III-B	10,750,000	0	0	10,750,000		10,750,000	(10,750,000)	0
Route 101 Aux Lanes:								
00638 Rte 92 to 3rd -NB & SB	7,465,000	7,151	7,023,191	441,809		7,465,000	7,465,000	10,000
00631 Ralston to Marsh (formerly 631,633,634 & 635)	25,774,063	6,543,824	12,882,207	12,891,856		25,774,063	(3,000,000)	22,774,063
00636 Hillsdale to Ralston	6,125,000	136	4,655,485	1,469,515		6,125,000	6,125,000	200,000
00629 Marsh to SM/SC line (formerly 629 & 630)	1,647,792	329,679	903,042	744,750	2,387,208	4,035,000	4,035,000	2,000,000
00723 San Bruno to Sierra Point	11,000	0	349	10,651		11,000	11,000	
00724 Sierra Point to SF Line	61,000	544	3,619	57,381		61,000	61,000	
00725 3rd to Millbrae (formerly 725 & 726)	43,866,410	2,127,265	7,308,707	36,557,703	44,133,590	88,000,000	88,000,000	10,000,000
Route 92:								
00651 SR1 to Half Moon Bay Improvements	7,417,000	1,040,819	1,144,485	6,272,515		7,417,000	7,417,000	2,000,000
00652 Half Moon Bay to Pilarcitos Creek	13,400,000	277,897	2,835,140	10,564,860		13,400,000	13,400,000	200,000
00653 Pilarcitos Creek to Rte 35	8,108,055	62,786	7,416,469	691,586	500,000	8,608,055	8,608,055	100,000
00654 Route 35 to I-280	9,281,000	58,569	445,804	8,835,196		9,281,000	9,281,000	100,000
00733 Route 101 to Route 280	1,145,207	5,680	449,801	695,406		1,145,207	1,145,207	
Route 84:								
00656 Bayfront Expwy, Extension	800,000	5,398	468,600	331,400		800,000	800,000	
00768 84/101 Interchange	1,531,014	219,677	864,816	666,198	168,986	1,700,000	1,700,000	700,000
00769 Woodside Road Widening	1,000,000	64,692	759,176	240,824		1,000,000	1,000,000	10,000
Route 280:								
00753 280/380 Local Access	1,660,236	0	634,465	1,025,771		1,660,236	1,660,236	
00754 EB Rt1 to SB 280 and Serramonte	730,000	816	374,452	355,548		730,000	730,000	
Route 1:								
00615 Fassler Ave to Westport	2,073,000	722,755	1,085,420	987,580		2,073,000	2,073,000	700,000

TOTAL STREETS & HIGHWAYS	166,270,360	19,090,594	69,402,286	96,868,074	48,996,201	215,266,561	(13,750,000)	201,516,561	28,771,300
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OVERSIGHT

00603 Strategic Plan Update	646,004	41,773	639,052	6,952	100,000	746,004	746,004	100,000
00771 CCAG ITS Study	100,000	12,553	12,553	87,447	170,000	270,000	270,000	100,000
00685 CCAG Services	151,000	8,971	77,845	73,155	44,000	195,000	195,000	50,000
00761 CCAG Ramp Metering Study	80,000	3,464	6,656	73,344	40,000	120,000	120,000	100,000
00762 CCAG Peninsula 2020 Gateway Study	104,000	9,406	11,690	92,311	61,000	165,000	165,000	100,000

TOTAL OVERSIGHT	1,081,004	76,168	747,795	333,210	415,000	1,496,004	0	1,496,004	450,000
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TOTAL PROJECTS	317,755,302	27,908,545	188,387,349	129,367,953	61,451,201	379,206,503	(15,346,100)	363,860,403	54,882,300
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**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
CAPITAL BUDGET DETAIL
FY2005**

<u>Job No.</u>	<u>Title</u>	<u>Projected Authority Cost</u>
<u>DUMBARTON SPUR</u>		
00612	Right of Way Acquisition <i>This project is for the purchase of the Dumbarton Rail Bridge Corridor from the Southern Pacific Railroad. Caltrans and the SMCTA have agreed to joint ownership and funding of the purchase until 2009 when the SMCTA will repurchase the Caltrans interest in the corridor. The scope has been expanded to include the purchase of the Redwood City wye, which will be needed for the Dumbarton corridor, from Union Pacific.</i>	\$14,249,852
00613	Dumbarton Engineering <i>This project is for the detailed design for the Dumbarton corridor trestle replacement, new track structure, new signals and any other modifications or upgrades that will be required.</i>	2,225,000
00605	San Mateo Local Share JPB 2002 CIP <i>This project is for the funding of the FY 2000, FY 2001, FY 2002, FY2003, FY2004, and FY2005 local capital match requirements assessed to San Mateo County as stipulated in the Caltrain Joint Powers agreement.</i>	26,030,440
00704	Caltrain Maintenance Facility <i>This Project consists of a new maintenance, storage, and operations facility for Caltrain's locomotives and passenger cars. The maintenance facility will accommodate daily inspections and scheduled maintenance, running repairs and component change-outs (heavy overhauls would continue to be contracted out). Facility will be designed to serve a fleet of 25 locomotives and 110 passenger cars. Facility would consolidate Caltrain's existing maintenance facilities and provide the JPB with capacity to complete additional types of maintenance more effectively; improving customer service and operational efficiency.</i>	8,218,072
00705	Burlingame, Hillsdale Planning Study <i>This project is for station improvements and consolidation studies of the Burlingame, Hillsdale, Bay Meadows and Atherton stations. It will include the production of orthographic photo and planimetrics of the entire Caltrain ROW and the Dumbarton corridor. Also a GIS system will be developed, which will be used for project development, as well as engineering. This mapping will be used by the JPB, SamTrans and the TA agencies.</i>	600,000
00766	Outside Boarding Platform - Burlingame <i>This project is for design and construction of a Northbound outboard platform, installation of a center fence, rehabilitation of the existing station, Southbound platform and track and signal.</i>	2,550,000
00708	Interim Outside Boarding Platform Improvements - Broadway <i>This project is for the design and construction of an interim outside boarding platform at the Broadway Station.</i>	\$1,750,000

00714	San Mateo West Railroad Ave. - City Improvements <i>This project is for the design and construction of various station access and grade crossing improvements on West Railroad Avenue, in the vicinity of the San Mateo downtown transit station, from San Mateo Creek to Tilton Avenue.</i>	415,000
00715	San Mateo North RR Ave. - City Improvements <i>This project is for the design and construction of various station access and grade crossing improvements on North Railroad Avenue, in the vicinity of the San Mateo downtown transit station, from First Avenue to Third Avenue.</i>	525,000
00717	Hayward Park Station - West Side Design Construction <i>This project is for the design and construction of a parking lot on the west side of the new Hayward Park Caltrain Station.</i>	750,000
00763	Bayshore Construction <i>This project is for the construction of a new Bayshore Station that will include new platforms, grade separated pedestrian access and station amenities.</i>	1,540,000
00707	SSF Station Platform/Track Design <i>This project is for the design of the South San Francisco Caltrain Station. The project will provide access to the station from the east, improve access for shuttles to the station through a shuttle and kiss and ride drop off area on the east, relocate the UP yard to accommodate the above changes, provide grade separated pedestrian access at the station, purchase right of way for changes and construct a third or possibly fourth track through the station.</i>	3,150,000
00709	New San Bruno Station <i>This project is to provide for the production of a project report, which will include the engineering, cost estimates and also addresses environmental and community issues for a combined grade separation and station relocation project.</i>	599,907
00767	San Bruno Station Amenities <i>This project provides funding to the JPB to furnish amenities at the San Bruno Station that was reconstructed by BART.</i>	1,100,000
00765	Interim Outside Boarding Platform Improvements - Atherton <i>This project is for the design and construction of interim outside boarding platforms at the Atherton Station.</i>	440,000
00772	Interim Outside Boarding Platform Improvements - Hillsdale <i>This project is for the design and construction of platform improvements at the Hillsdale Station.</i>	900,000

RAILROAD GRADE SEPARATIONS

00676	Grade Separation: 25th Ave. <i>This project is for conceptual engineering and development of a Project Study Report to grade separate the alignment along and near 25th Ave in San Mateo.</i>	6,750,000
00677	Ralston/Harbor/Holly (677, 681, 683) <i>This project provides funding for the grade separation of Ralston Avenue and Harbor Blvd. in Belmont and Holly St. in San Carlos.</i>	60,916,667
00698	Right of Way Preservation <i>This project is for the purchase of segments of the right of way in the proximity of the JPB right of way for grade separation projects. Locations include: Whipple Ave - Redwood City, 25th Ave. - San Mateo, Holly St. - San Carlos, A strip of land between 25th Ave. and Hillsdale stations. San Bruno Ave. - San Bruno.</i>	16,074,000
00756	Planning Studies <i>This project is for the current TA budget that has been set aside for anticipated grade separation studies.</i>	160,000
00757	Grade Sep Study - Menlo Park <i>This project is for the funding of the City of Menlo Park to conduct grade separation feasibility studies for Oak Grove, Glenwood, Encinal and Ravenswood Avenues.</i>	300,000
00758	Grade Sep Study - South Linden <i>This project is for funding of the JPB to conduct a grade separation feasibility study at Linden Avenue in South San Francisco.</i>	2,750,000
00759	Grade Sep Study - San Bruno <i>This project is for the funding of the JPB to conduct a grade separation feasibility study at San Bruno Avenue in San Bruno.</i>	6,200,000
00760	Grade Sep Study - Poplar to Tilton <i>This project is for the funding of the JPB to conduct a feasibility study to rehabilitate the existing grade separation from Poplar to Tilton Avenues in the City of San Mateo.</i>	3,250,000
00764	San Mateo County Grade Separation Plan <i>This project is to fund a study of grade separations throughout the County of San Mateo that are needed to accommodate high speed rail.</i>	1,000,000

STREETS AND HIGHWAYS

Route 101 Interchanges:

00621	Broadway <i>This project is for the development of the preliminary project studies for the Broadway interchange. This project will modify the existing interchange to relieve traffic congestion and improve safety. The project scope is anticipated to include detailed design and construction at a later date as the Board authorizes future budget.</i>	2,000,000
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00622	Willow 1C <i>This project is for the preparation of the project study report, project report and the environmental documents for the reconstruction of the Willow interchange. The project scope is anticipated to include detailed design and construction at a later date as the Board authorizes future budget.</i>	2,500,000
00625	Candlestick <i>This project is for the initial efforts of preliminary design of the interchange reconstruction at Candlestick interchange on Route 101. The project scope is anticipated to include detailed design and construction at a later date as the Board authorizes future budget.</i>	11,000
00718	Oyster Point Phase II <i>This project is for the highway improvements at the Oyster Point Interchange on Route 101. These improvements are being done in order to provide relief to freeway traffic congestion in the vicinity. This project will be done simultaneously with Phase I (the construction of the grade separation and easier freeway access), Phase II (Flyover Facility) and Phase III (Hook Ramps - Project No. 719) to minimize the costs and conflicts in the design and construction of these improvements.</i>	\$9,970,000
00719	Oyster Point Phase III-A <i>This project is for the hookramps of the Oyster Point Interchange project on Route 101. The hookramps will provide a southbound off-on connection to Route 101 from Bayshore Blvd which connects Brisbane and South San Francisco.</i>	10,750,000
00720	Oyster point Phase III-B <i>This project is for the funding of a loan to South San Francisco in connection with the Oyster Point Interchange Project phase III-A.</i>	10,750,000
	<u>Route 101 Aux. Lanes:</u>	
00638	Rte 92 to 3rd - Northbound and Southbound <i>This project is for the construction of auxiliary lanes, shoulders and new soundwalls in the northbound and southbound direction between SR92 and 3rd Avenue on Route 101 in San Mateo.</i>	7,465,000
00631	Rte 92 to Marsh <i>This project is for the construction of the northbound and southbound auxiliary lanes between Ralston Avenue in Belmont and Marsh Road in Menlo Park. These improvements will help to alleviate traffic congestion along the 101 Corridor.</i>	25,774,063

00636	Hillsdale to Ralston <i>This project is for the construction of auxiliary lanes between Hillsdale Blvd in San Mateo and Ralston Avenue in Belmont.</i>	6,125,000
00629	Marsh to San Mateo/Santa Clara Line <i>This project is for the preparation of the project study report, project report and the environmental documents for the construction of the northbound and southbound auxiliary lanes within the limits of Marsh Road and University Avenue. The project scope is anticipated to include detailed design and construction at a later date as the Board authorizes future budget.</i>	4,035,000
00723	San Bruno to Sierra Point <i>This project is for the initial efforts of preliminary design for the Route 101 auxiliary lanes between San Bruno Avenue and Sierra Point. The project scope is anticipated to include detailed design and construction at a later date as the Board authorizes future budget.</i>	11,000
00724	Sierra Point to San Francisco Line <i>This project is for the initial efforts of the preliminary design for the auxiliary lanes between Sierra Point and the San Francisco County Line. The project scope is anticipated to include detailed design and construction at a later date as the Board authorizes future budget.</i>	61,000
00725	3rd to Millbrae <i>This project is for the preparation of the project study report, project report, the environmental documents, and final design for the addition of an auxiliary lane in both directions of Hwy 101 between 3rd Avenue and Millbrae Avenue. The project also includes the reconstruction of the Peninsula Avenue overcrossing.</i>	88,000,000
	<u>Route 92:</u>	
00651	SRI to Half Moon Bay Improvements <i>This project is for the design and construction of the proposed improvements from SR1 to 290 meters east of Main Street, on Route 92. This project will include:</i> <i>The construction of a four-lane road, from Route 1 to 290 meters east of the intersection, toward the eastern city limit. Widen traveled way and shoulders to standard widths. Operational improvements at the intersection with Main Street. Improvements to Main Street from Route 92 to Route 1.</i>	7,417,000
00652	Half Moon Bay to Pilarcitos Creek <i>This project is for the design and construction of the proposed improvements on State Route 92, from Half Moon Bay City limits to Pilarcitos Creek. This project includes:</i> · <i>The realignment of the existing roadway to provide for standard width lanes and shoulders.</i> · <i>Curve corrections at critical locations to improve the traffic safety.</i>	13,400,000

00653	Pilarcitos Creek to Route 35	8,608,055
	<p><i>This project has already been constructed. Work included the addition of an uphill lane, concrete median divider and the widening of the shoulders. The widening consists of a continuous uphill climbing lane and other safety improvements within the project limits. Work on this project also included:</i></p> <ul style="list-style-type: none"> · <i>The clean up of an abandoned landfill in Half Moon Bay for wetland mitigation.</i> · <i>The construction of retaining walls on the hillside and creek side of the road plus an extensive drainage system.</i> · <i>Architectural treatment of the uphill side retaining wall to blend with the surroundings.</i> 	
00654	Route 35 to I-280	9,281,000
	<p><i>This project is for the design and construction of the proposed improvements on State Route 92; Route 35 (Skyline Boulevard) to Route 280. This project will add an uphill lane and correct the road alignment at critical points. Work on this project includes:</i></p> <ul style="list-style-type: none"> · <i>A continuous uphill slow vehicle lane by widening the existing facility.</i> · <i>Lane realignment as necessary to provide curve improvements.</i> · <i>Wider shoulders to allow bicycle traffic.</i> · <i>The addition of a median barrier which widens the right of way and the width of the pavement.</i> · <i>Road separation structure at the intersection of Route 92 and Route 35 at the top of the hill.</i> 	
00733	Route 101 to Route 280	1,145,207
	<p><i>This project is for the study of Route 92 from 101 to 280. The consultant, Parsons Brinckerhoff, prepared a project study report to evaluate all alternatives, which included all interchanges and the entire corridor for auxiliary lanes. The Project Study Report was completed in July, 2001.</i></p>	
	<u>Route 84:</u>	
00656	Bayfront Expressway Extension	800,000
	<p><i>This project is for the preparation of the project study report, project report and the environmental documents for extending Route 84 north on a new alignment from Marsh Road to Woodside Road/Seaport Boulevard.</i></p>	
00768	84/101 Interchange	1,700,000
	<p><i>This project involves the reconstruction of the Route 84/Woodside Road I.C.</i></p>	
00769	Woodside Road Widening	1,000,000
	<p><i>This project involves widening Woodside Road from Broadway to El Camino Real from 4 lanes to 6.</i></p>	
	<u>Route 280:</u>	
00753	280/380 Local Access	1,660,236
	<p><i>This project is for the preparation of the project study report (PSR), project report, the environmental documents and the PSR for the Route 280 highway program. The purpose of this project is to improve local access at the 280/380 Interchange. The project scope is anticipated to include detailed design and construction at a later date as the Board authorizes future budget.</i></p>	

00754	Eastbound Route to Southbound 280 and Serramonte	730,000
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This project is for a professional engineering consultant to perform services in connection with the Route 280 highway program in the area of northbound highway 1 to southbound highway 280 and Serramonte Blvd. The purpose of the project is to improve the connection from NB1 to SB280 and Serramonte Blvd. The project scope is anticipated to include detailed design and construction at a later date as the Board authorizes future budget.

Route 1:

00615	Fassler Avenue to Westport	2,073,000
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This project is for the preparation of the project report and the environmental document. The reports are for the addition of two lanes, one in each direction of travel, plus a median divider and shoulder improvements between Westport Drive and Fassler Avenue on Route 1. The project scope is anticipated to include detailed design and construction at a later date as the Board authorizes future budget.

OVERSIGHT

00603	Strategic Plan Update	746,004
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This project is for the preparation of the Strategic Plan.

00771	C/CAG ITS Study	270,000
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This project provides funding for the implementation of ITS (Intelligent Transportation System) throughout San Mateo County.

00685	C/CAG Services	195,000
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This project provides funding for the preparation of a San Mateo County highway traffic model.

00761	C/CAG Ramp Metering Study	120,000
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This project provides funding for the county ramp metering study.

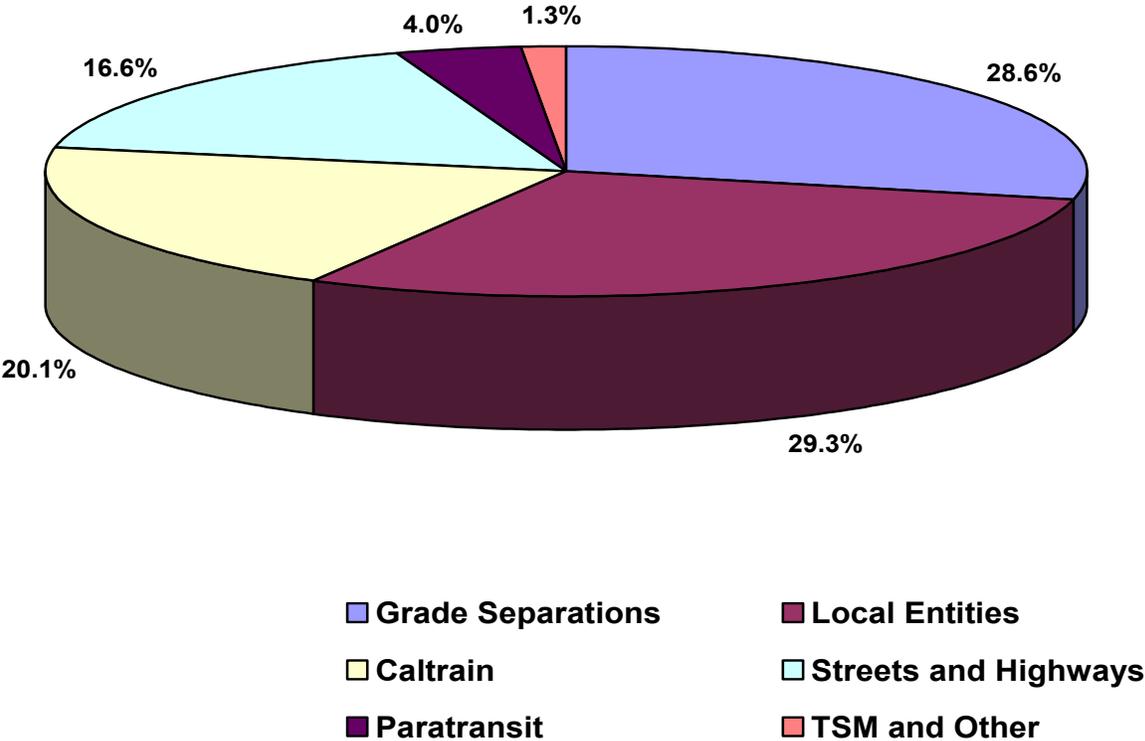
00762	CCAG Peninsula 2020 Gateway Study	165,000
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Study will analyze Rt 101 from Rt 84 to Rt 85 & the connection of Rt 101 to the Dumbarton Bridge & develop options for alleviating traffic congestion.

TOTAL CAPITAL PROJECT	<u>\$ 379,206,503</u>
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SAN MATEO COUNTY TRANSPORTATION AUTHORITY PROGRAMS

The table below illustrates San Mateo County Transportation Authority Programs funded by Measure A.



Section Five

SUPPLEMENTAL INFORMATION

- **San Mateo County Transportation Authority Personnel Summary by Division**
- **ADA Paratransit Trust Fund Summary**
- **SamTrans Paratransit Program Funding Summary**
- **Summary of SamTrans Half-cent Sales Tax Allocations to support ADA/Paratransit Requirements in San Mateo County**
- **Demographic Data**
- **Glossary of Terms**
- **Schedule of Credits**

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2005 BUDGET
PERSONNEL SUMMARY BY DIVISION**

STAFFING SUMMARY	Authorized Positions			NET	Notes
	FY 2003	FY 2004	FY 2005	CHANGE FY04 to FY05	
EXECUTIVE	0.50	0.19	0.40	0.21	(1) (3)
ADMINISTRATION	0.39	1.45	0.20	(1.25)	(1)
COMMUNICATIONS	0.23	2.36	2.00	(0.36)	(1) (6)
DEVELOPMENT	5.59	6.80	2.03	(4.77)	(1) (2) (3)
FINANCE	2.75	3.00	2.60	(0.40)	(1) (2)
OPERATIONS	-	0.10	0.15	0.05	(1) (4) (5)
TOTAL EMPLOYEES	9.46	13.91	7.38	(6.53)	

NOTES: Changes from FY04 to FY05

(1) Wages for FY2005 reallocated through the Agency Indirect Allocation (AIA) for general support services not identified specifically with a specific operating business unit. 100% of these costs allocated to the other categories below via appropriate measures and an overhead rate. Principally used by the Administration, Communications, Development, Executive & Finance Divisions.

(2) Wages allocation transferred to Samtrans & PCJPB

(3) Transferred position responsibilities.

(4) Capital Direct Services wages.

(5) Capital Direct Administrative Wages.

(6) Operations Administrative Wages.

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
ADA PARATRANSIT TRUST FUND SUMMARY
FY1989 THROUGH FY2005**

	<u>FY1989</u>	<u>FY1990</u>	<u>FY1991</u>	<u>FY1992</u>	<u>FY1993</u>	<u>FY1994</u>	<u>FY1995</u>	<u>FY1996</u>
Beginning Balance	0	4,000,000	12,230,643	21,073,258	27,975,262	29,507,652	29,873,469	29,211,021
Sales Tax Collections	4,000,000	8,000,000	8,000,000	5,000,000	0	0	0	0
Interest Income	0	345,465	1,074,307	2,389,439	1,977,329	1,331,674	1,161,956	1,653,556
Total Available	4,000,000	12,345,465	21,304,950	28,462,697	29,952,591	30,839,326	31,035,425	30,864,577
Expenditures:								
Admin. Expenses	0	54,222	64,529	63,851	0	0	0	0
Coastside A. Day Care	0	0	0	77,206	35,769	22,050	0	0
Coastside Opportunity	0	0	31,163	42,840	43,785	70,395	112,489	122,517
Golden Gate Regional	0	0	0	53,329	0	0	0	0
Poplar Center	0	60,600	98,537	(10,197)	0	0	0	0
SamTrans Redi-Wheels	0	0	29,394	260,406	365,385	873,412	1,711,915	1,919,429
Seat Belts for Redi-Whls	0	0	8,069	0	0	0	0	0
Total Expenditures	0	114,822	231,692	487,435	444,939	965,857	1,824,404	2,041,946
Ending Balance	4,000,000	12,230,643	21,073,258	27,975,262	29,507,652	29,873,469	29,211,021	28,822,631
Fund Balance:								
Restricted	4,000,000	12,000,000	20,000,000	25,000,000	25,000,000	25,000,000	25,000,000	25,000,000
Designated	0	230,643	1,073,258	2,975,262	4,507,652	4,873,469	4,211,021	3,822,631
Total	4,000,000	12,230,643	21,073,258	27,975,262	29,507,652	29,873,469	29,211,021	28,822,631
Memo: Interest Earnings less Distributions	0	230,643	842,615	1,902,004	1,532,390	365,817	(662,448)	(388,390)

(1) Reduction due to FY2003 Special Allocation of \$1.9 million to SamTrans.

	<u>FY1997</u>	<u>FY1998</u>	<u>FY1999</u>	<u>FY2000</u>	<u>FY2001</u>	<u>FY2002</u>	<u>FY2003</u>	<u>Projected FY2004</u>	<u>Adopted FY2005</u>
Beginning Balance	28,822,631	28,990,979	29,059,707	29,058,148	35,976,158	38,084,740	37,595,394	33,722,054	30,014,000
Sales Tax Collections	0	0	0	6,600,000	2,300,000	0	(3,091,000)	(1,602,154)	0
Interest Income	1,668,347	1,745,163	1,673,969	1,814,820	2,158,582	1,556,454	1,259,960	957,500	910,600
Total Available	30,490,978	30,736,142	30,733,676	37,472,968	40,434,740	39,641,194	35,764,354	33,077,400	30,924,600
Expenditures:									
Admin. Expenses	0	0	0	0	0	0	0	0	0
Coastside A. Day Care	0	0	0	0	0	0	0	0	0
Coastside Opportunity	90,000	100,586	104,432	89,810	111,000	122,800	68,500	57,450	54,640
Golden Gate Regional	0	0	0	0	0	0	0	0	0
Poplar Center	0	0	0	0	0	0	0	0	0
SamTrans Redi-Wheels	1,409,999	1,575,848	1,571,096	1,407,000	2,239,000	1,923,000	2,973,800	3,005,500	855,960
Seat Belts for Redi-Whls	0	0	0	0	0	0	0	0	0
Total Expenditures	1,499,999	1,676,434	1,675,528	1,496,810	2,350,000	2,045,800	3,042,300	3,062,950	910,600
Ending Balance	28,990,979	29,059,707	29,058,148	35,976,158	38,084,740	37,595,394	32,722,054	30,014,450	30,014,000
Fund Balance:									
Restricted	25,000,000	25,000,000	25,000,000	25,000,000	25,000,000	25,000,000	25,000,000	25,000,000	25,000,000
Designated	3,990,979	4,059,707	4,058,148	10,976,158	13,084,740	12,595,394	8,722,054	5,014,000	5,014,000
Total	28,990,979	29,059,707	29,058,148	35,976,158	38,084,740	37,595,394	33,722,054	30,014,000	30,014,000
Memo: Interest Earnings less Distributions	168,348	68,729	(1,559)	318,010	(191,418)	(489,346)	(1,782,340)	(2,105,450)	0

Since inception, the funds generated by sales tax have been allocated to a special reserve fund to support paratransit programs. Commencing in year 4 and each year thereafter, SamTrans, with the advice of the San Mateo County Paratransit Coordinating Council (PCC) and the County will allocate for paratransit purposes the interest earned on the reserve fund, to augment existing state, federal and local funds. The proceeds are used to achieve the goals and recommendations of the County Paratransit Plan, as amended from time to time, and the funds may be used for operating or capital purposes. The Trust Fund is maintained in perpetuity.

SAN MATEO COUNTY TRANSIT DISTRICT SAMTRANS PARATRANSIT PROGRAM FUNDING SUMMARY

Measure A Funding - Interest income from the Paratransit Trust Fund administered by the San Mateo County Transportation Authority
PAGE 1 FY1989 THROUGH FY2000

Presented in (000's)
SAMTRANS Paratransit (1)

	<u>FY1989</u>	<u>FY1990</u>	<u>FY1991</u>	<u>FY1992</u>	<u>FY1993</u>	<u>FY1994</u>	<u>FY1995</u>	<u>FY1996</u>	<u>FY1997</u>	<u>FY1998</u>	<u>FY1999</u>	<u>FY2000</u>
Passenger Fares	36	45	116	133	151	181	192	233	245	230	286	278
TDA 4.5 ADA Redi-Wheels	511	515	896	925	711	984	971	810	1,090	1,180	1,325	1,245
STA Paratransit	0	0	0	0	670	242	267	244	270	269	279	287
SM County Transportation Funding	0	0	27	260	366	873	1,712	1,919	1,410	1,576	1,571	1,407
SamTrans 1/2-cent Sales Tax	198	216	224	408	257	261	291	815	1,166	1,179	910	1,708
Fixed Route Accessibility	0	0	0	0	335	337	332	344	344	352	341	378
Paratransit CPI Protection	0	0	0	0	0	0	0	0	0	895	1,195	972
Total Paratransit Funding	745	776	1,263	1,726	2,490	2,878	3,765	4,365	4,525	5,681	5,907	6,275

(1) Includes all the District's ADA / Redi-Wheels / Paratransit Programs, including Fixed-Route Accessibility and Insurance costs.

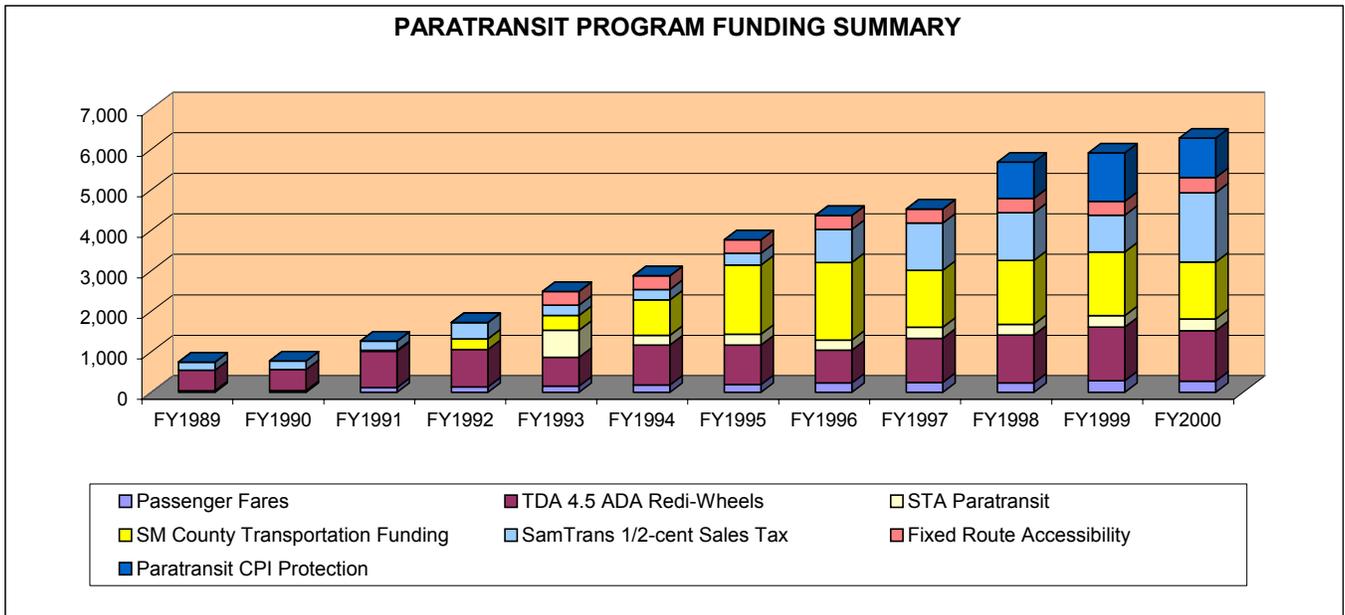
Revenue Source Explanations:

Passenger Fares - Cash fares from passengers and Ticket sales

TDA 4.5 ADA Redi-Wheels - Transportation Development Act funds are 1/4 of sales tax collected in San Mateo County of which 5.0 percent is set aside for Paratransit needs.

STA Paratransit - State Transit Assistance Funds from the state tax on fuel and are allocated by the state legislature to MTC for allocation to qualifying programs.

1/2-cent Sales Tax - Allocations from the SamTrans 1/2-cent sales tax collections for Paratransit Programs.



SAN MATEO COUNTY TRANSIT DISTRICT SAMTRANS PARATRANSIT PROGRAM FUNDING SUMMARY

Measure A Funding - Interest income from the Paratransit Trust Fund administered by the San Mateo County Transportation Authority
PAGE 2 FY2001 THROUGH FY2010

Presented in (000's)
SAMTRANS Paratransit (1)

	<u>FY2001</u>	<u>FY2002</u>	<u>FY2003</u>	Projected <u>FY2004</u>	Adopted <u>FY2005</u>	<u>FY2006</u>	<u>FY2007</u>	<u>FY2008</u>	<u>FY2009</u>	<u>FY2010</u>
Passenger Fares	294	340	434	455	469	677	791	924	1,069	1,106
TDA 4.5 ADA Redi-Wheels	1,425	1,829	1,209	1,380	1,325	1,548	1,601	1,655	1,712	1,770
STA Paratransit	270	324	368	351	496	329	343	358	373	389
San Mateo County Transportation Funding	2,239	2,045	2,974	2,820	856	1,400	1,400	1,400	1,400	1,400
SamTrans 1/2-cent Sales Tax	2,757	3,179	3,961	6,060	8,204	7,389	9,103	12,115	13,322	13,835
Fixed Route Accessibility	368	507	452	512	550	457	480	504	529	555
Paratransit CPI Protection	1,247	688	476	0	0	500	625	500	500	625
Total Paratransit Funding	8,600	8,912	9,874	11,578	11,900	12,300	14,343	17,456	18,905	19,680

(1) Includes all the District's ADA / Redi-Wheels / Paratransit Programs including Fixed Route Accessibility and Insurance costs.

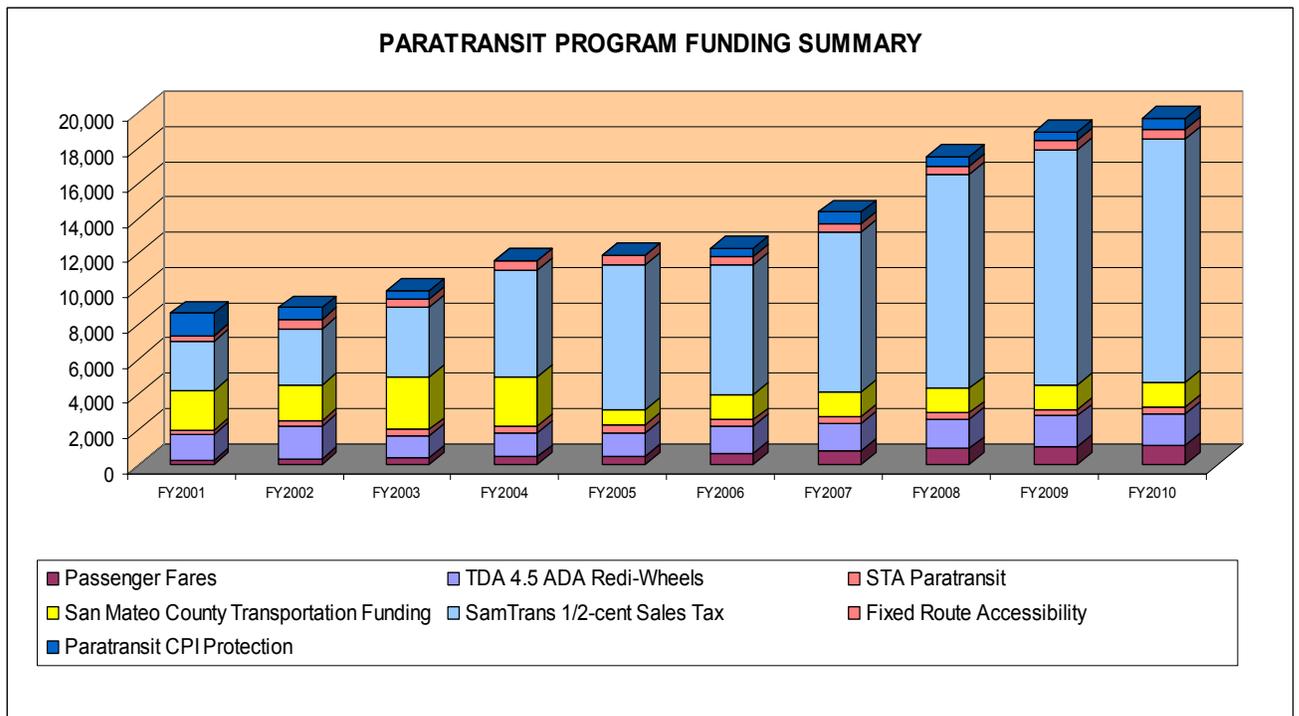
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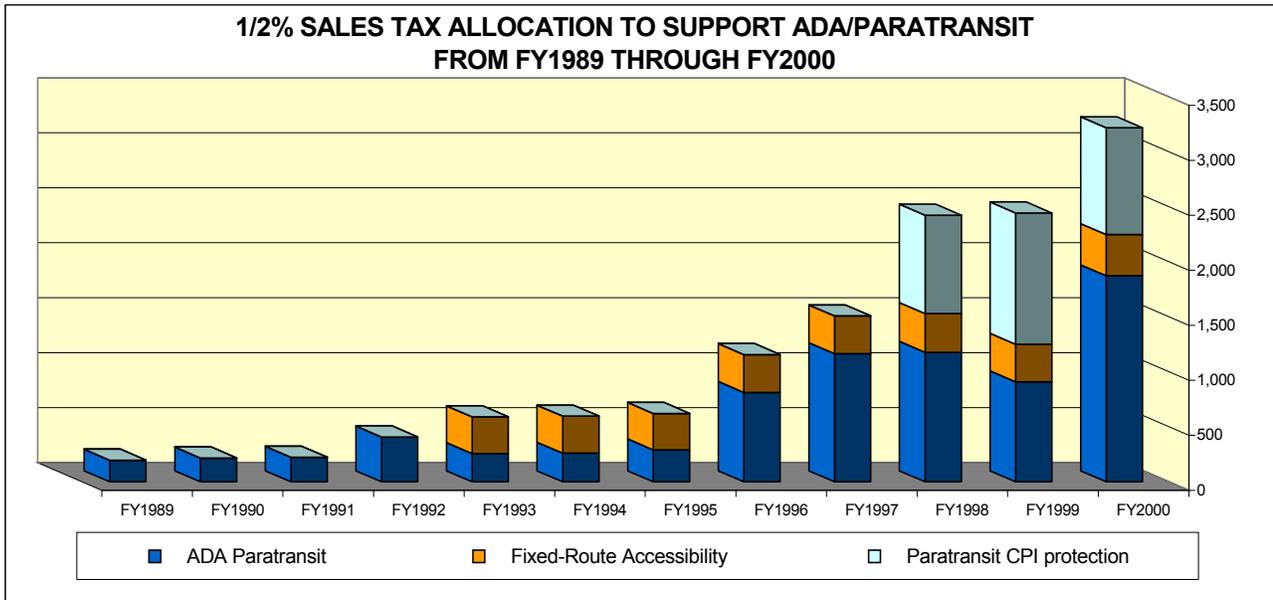
1/2-cent Sales Tax - Allocations from the SamTrans 1/2-cent sales tax collections for Paratransit Programs.



**SUMMARY OF SAMTRANS 1/2-CENT SALES TAX ALLOCATIONS TO SUPPORT
ADA / PARATRANSIT REQUIREMENTS IN SAN MATEO COUNTY
FY1989 THROUGH FY2000**

Presented in (000's)

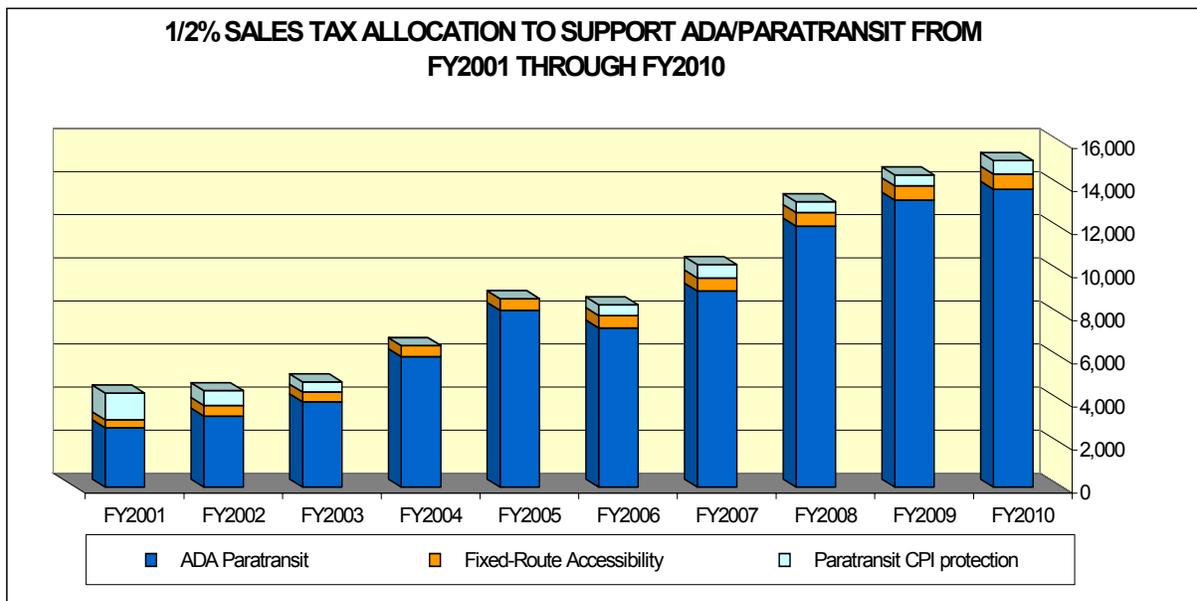
	<u>FY1989</u>	<u>FY1990</u>	<u>FY1991</u>	<u>FY1992</u>	<u>FY1993</u>	<u>FY1994</u>	<u>FY1995</u>	<u>FY1996</u>	<u>FY1997</u>	<u>FY1998</u>	<u>FY1999</u>	<u>FY2000</u>
ADA Paratransit	198	217	224	408	257	261	291	814	1,166	1,179	910	1,875
Fixed-Route Accessibility	0	0	0	0	335	337	332	344	344	352	341	374
Paratransit CPI protection	0	0	0	0	0	0	0	0	0	895	1,195	972
Total	198	217	224	408	592	598	623	1,158	1,510	2,426	2,446	3,221



**SUMMARY OF SAMTRANS 1/2-CENT SALES TAX ALLOCATIONS TO SUPPORT
ADA / PARATRANSIT REQUIREMENTS IN SAN MATEO COUNTY
FY2001 THROUGH FY2010**

Presented in (000's)

	<u>FY2001</u>	<u>FY2002</u>	<u>FY2003</u>	<u>Projected FY2004</u>	<u>Adopted FY2005</u>	<u>FY2006</u>	<u>FY2007</u>	<u>FY2008</u>	<u>FY2009</u>	<u>FY2010</u>
ADA Paratransit	2,757	3,302	3,961	6,060	8,204	7,389	9,103	12,115	13,322	13,835
Fixed-Route Accessibility	368	493	453	512	550	578	606	637	669	702
Paratransit CPI protection	1,247	688	476	0	0	500	625	500	500	625
Total	4,372	4,483	4,890	6,572	8,754	8,467	10,334	13,252	14,491	15,162



**DEMOGRAPHIC DATA
1980-2000 (Unaudited)**

Date of TA Formation: January 1, 1989
Form of Government: Special Purpose Authority
Service Area: 446 Square Miles

	1980	1990	2000	% Change 1990-2000
Total Population	587,329	649,623	707,161	8.9%
Persons Per Household	2.58	2.64	2.74	3.8%
Mean Household Income	\$ 50,881	\$ 63,672	\$ 70,819	11.2%
Minority Population:				
Black	35,575	35,283	23,778	-32.6%
Hispanic	72,483	114,627	154,708	35.0%
Asian	59,739	109,281	140,313	28.4%
Native	2,316	2,987	10,658	256.8%
Total	170,113	262,178	329,457	25.7%
% of Minority Population to Total Population	29.0%	40.4%	46.6%	15.4%
Population by Age:				
0-4	34,615	44,793	45,374	1.3%
5-9	33,740	40,354	46,930	16.3%
10-14	40,899	35,863	44,179	23.2%
15-19	48,531	36,874	40,803	10.7%
20-24	51,077	46,450	40,897	-12.0%
25-34	106,394	122,716	112,122	-8.6%
35-44	77,224	110,280	122,699	11.3%
45-54	67,823	74,503	102,559	37.7%
55-59	36,238	29,130	35,612	22.3%
60-64	28,740	28,662	27,901	-2.7%
65 Plus	62,048	79,998	88,085	10.1%
% of Employed Residents to Total Population	53.0%	54.0%	55.0%	1.9%
% of Residents Working Outside San Mateo County	40.0%	41.0%	41.0%	0.0%
% of People Commuting to San Mateo County to Work	29.0%	36.0%	38.0%	5.6%

Source: United States Bureau of the Census, 1980-2000, adopted by MTC and ABAG.

GLOSSARY

Term	Definition
Assembly Bill (BAAQMD) (AB) 434	Authorizes the Bay Area Air Quality Management District to impose a surcharge on vehicle registration fees for use on designated transportation programs which reduce emissions in the Bay Area.
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.
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 Expense	The gradual reduction of a debt by means of equal periodic 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.
Augmentation	Adjustments made to Paratransit Trust fund to reflect periodic increases or reductions in estimated total life of sales taxes
AVL	Automatic Vehicle Location -- Use of satellites and other technologies to track vehicles in a fleet, assisting with dispatching and other applications.
BAAQMD	Bay Area Air Quality Management District -- Polices and monitors emissions to keep air pollution in check.
BART	Bay Area Rapid Transit District -- provides heavy rail public transit service in San Francisco, San Mateo, Alameda and

	Contra Costa counties.
Bond Premium	Bond whose selling price exceeds its nominal dollar amount.
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
CIP	Capital Improvement Program
CBD	Central Business District -- The traditional downtown or retail/commercial area of a city.
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.
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.
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	The amount used during a particular period to acquire or improve long term assets such as property, plant or equipment.
Coastside Opportunity Center	The Coastside Opportunity Center provides paratransit services along the San Mateo County coast
Corpus	The principal amount of an investment or trust and excludes interest or income.
Deadhead	The scheduled non-revenue operation of a transit vehicle without carrying passengers.
Debt Service Fund	Governmental fund type set up to control the accumulation 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 Expense	Amount of expense charged against earnings by a company to write off the cost of a plant or machine over its useful live, 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.
EEO	Equal Employment Opportunity
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
Express Service	Routes with one or more long segments in which no stops are made; usually in peak commute hours.
Farebox Recovery	Measure of the proportion of operating expenses covered by passenger fares.
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 ensuring fiscal period. For example, furniture, fixtures, land, and buildings are all fixed assets. However, accounts receivable and inventory are not.
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).
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.
GGBHTD	Golden Gate Bridge, Highway, and Transportation District. General Long Term Debt-- Consists of probate future sacrifices of economic benefits arising from present obligations that are not payable within the operating cycle of the business or within a year if there are several operating cycles within one year.
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.
ISTEA	Intermodal Surface Transportation Efficiency Act -- Six-year federal transportation funding that emphasizes diversity and balance of modes, as well as the preservation of existing systems over construction of new facilities, especially roads.
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.
Layover	The period of time that a transit vehicle is scheduled to wait at

	a particular point; normally at the end of a route to allow for schedule recovery and bus operator's breaks.
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.
LRT	Light Rail Transit -- Fixed-guideway transportation mode that typically operates on city streets and draws its electric power from overhead wires.
Load Factor	Ratio of passengers carried versus the total passenger capacity of a vehicle.
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.
Measure A Info & Education	Program set up to provide information and education relate to Measure A, including support activities for the Authority's statutory duty to develop and present a plan for the reauthorization of Measure A.
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.
Muni	San Francisco Municipal Railway provides transit service in the City & County of San Francisco.
Non Expendable Trust	Funds are created to account for trust principal, or corpus, held for purposes specified by the trustor-often, the generation of net income transferred to an expendable trust.
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 \$25.0 million 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.
Park and Ride	Designated parking area at transit stops or stations used by those who wish to park their cars and continue their trip by transit.
PIP	Performance Improvement Program -- Where the MPO in conjunction with local transit agencies lays out projects and programs to streamline and integrate the region's various transit systems.
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.
Reimbursed Bond Funds	Bond proceeds used to reimburse the District for prior capital project expenditures.
Restricted Reserve Account	Funds are restricted by Bond Covenant or Enabling Legislation
RTA	Regional Transit Association -- An association of Bay Area public transit operators.
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.

Revenue Service	The operation of a transit vehicle in scheduled service for the use of passengers.
SamTrans	San Mateo County Transit District -- provides fixed-route bus, special service bus and paratransit service in San Mateo County.
SCCTA	Santa Clara County Transportation Agency (Replaced by the SCVTA)
SCTVA	Santa Clara Valley Transportation Authority.
Section 3	Section of the FTA that authorizes discretionary funds for capital public transportation projects.
Section 8	Section of the FTA that authorizes funds for special studies and federally required planning studies which support and justify transit related equipment and facilities, such as the development of the SRTP.
Section 9	Section of the FTA that authorizes grants to public transportation systems in urbanized areas for both capital and operating programs based on formulas set out in the statute.
Section 15	Section of the FTA that authorizes the DOT to gather statistical information about the financing and operations of public transportation systems.
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.
Special Revenue Fund	Special Fund set up to control the proceeds of one-half cent sales tax which are legally restricted to expenditures specified in measure A.
SRTP	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.
TA	San Mateo County Transportation Authority -- 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.
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 and Losses	Profit or loss that results from holding on to an asset rather than cashing them in and using the funds.
Unrestricted-Designated	Funds that are not restricted but have been designated by executive management or the Board for specific purpose.

SCHEDULE OF CREDITS

<i>George Cameron Acting Chief Financial Officer</i>	<i>General Overview</i>
<i>Michael Scanlon Executive Director</i>	<i>Budget Message</i>
<i>Lynn Lockwood Financial Analyst</i>	<i>Overall Coordination, Report Design, Budget Summary, Data Presentation</i>
<i>Cary Dare Auditor</i>	<i>Overall Coordination, Report Design, Budget Summary, Data Presentation</i>
<i>Rita Haskin Chief Communications Officer</i>	<i>Editing</i>
<i>Joseph Hurley Director Transportation Authority Program</i>	<i>Capital Program for FY2005</i>
<i>Carol Lawson Treasury Manager</i>	<i>Debt Service</i>
<i>Martha Martinez Manager, Executive & Governing Boards Support</i>	<i>Editing</i>
<i>Jim Shelton Budget Manager</i>	<i>General Overview</i>

