

San Mateo County Transportation Authority

Annual Operating & Capital Budget

Fiscal Year July 1, 2023 through June 30, 2024



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SAN MATEO COUNTY
***Transportation
Authority***

**ANNUAL BUDGET FOR THE FISCAL YEAR
BEGINNING JULY 1, 2023**

Adopted by the San Mateo County Transportation Authority June 1, 2023

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FISCAL YEAR 2024 BUDGET
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GFOA CERTIFICATES OF ACHIEVEMENTS



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

San Mateo County Transportation Authority

California

For the Fiscal Year Beginning

July 1, 2022

Christopher P. Morill

Executive Director

Budget Guide

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

Document Organization

The Fiscal Year 2024 TA Budget has six major sections: Introduction & Overview, Financial Structure, Budget Policy and Process, FY24 Operating Budget, Division and Cost Center Budgets, and Capital Budget and Program.

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

The **Financial Structure** includes 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, fund descriptions and structure, the TA's Goals and a Programs description.

The **Budget Policy and Process** summarizes and includes a description of its financial policies. It also includes the Budget Planning and Development Process, Budget Amendment Procedure, Budget Assumptions for FY24, and the Budget Calendar.

The **FY24 Operating Budget** contains the adopted FY24 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 **Transportation Authority Divisions and Cost Center Budgets** are presented, including the division responsibilities and objectives for FY24, a comparison of prior year revised budget and cost center staffing requirements.

The **Capital Budget and Program** for FY24 presents a compilation of capital projects under the various programs from the latest quarterly capital status report as of March 2023.

The section for **Supplemental Information** includes Annual Consumer Price Index (CPI) Calculation, Personnel Summary by Division, Glossary of Terms, and Demographic Data.

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

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SECTION 1 - INTRODUCTION AND OVERVIEW

Message from the Chief Financial Officer

We are pleased to transmit the Fiscal Year 2024 (FY24) San Mateo County Transportation Authority (TA) budget, which was adopted by the Board of Directors on June 1, 2023 in the amount of \$180,605,687.

The TA was formed in 1988 with voter passage of Measure A, a half-cent sales tax that funds countywide transportation projects and programs. The original Measure A expired December 31, 2008. In 2004, county voters approved a New Measure A, reauthorizing the tax through 2033.

In November 2018, county voters approved Measure W (placed on the ballot by the San Mateo County Transit District (District)), authorizing a half-cent sales tax commencing July 1, 2019 for a 30-year term through June 30, 2049. The TA receives 50% of the Measure W Half Cent Sales tax.

The TA's role is to administer proceeds from the Measure A and Measure W taxes to fund a broad spectrum of transportation-related projects and programs.

Total FY24 revenue is \$190.2 million, an increase of \$21.3 million (12.6%) from the Fiscal Year 2023 (FY23) revised budget. Fiscal Year 2024 sales tax receipts are projected at \$174.4 million, including \$58.1 million of Measure W revenue.

In FY24, staff will be updating the TA Strategic Plan for Fiscal Years 2025-2028. The Strategic Plan provides a policy framework and guidance for implementing the Measure A and W funding programs in accordance with the requirements set forth in both measures. In order to measure the effectiveness of Measure A and Measure W investments, TA staff will develop Key Performance Indicators (KPIs) to identify standard metrics and consistent methodologies to evaluate TA program categories compared to the goals in the expenditure plans.

The TA issued a Highway call for projects (CFP) in July of 2023, in the amount upwards of \$100 million in combined Measure A and W funding. The CFP will be awarded in December 2023.

This report is intended 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, Organizational Chart, FY24 Adopted Budget, and Glossary of Terms. This report will be expanded and modified each year based upon feedback from reviewers and users.

Sincerely,



Kate Jordan Steiner
Chief Financial Officer

Strategic Plan Update

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

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

The Measure A Transportation Expenditure Plan (TEP) can be viewed through the following link:
<https://www.smcta.com/media/3690/download?inline>

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

The Measure W Congestion Relief Plan can be viewed through the following link:
<https://www.smcta.com/media/8366/download?inline>

The Measure A TEP and Measure W CRP require the TA to prepare a strategic plan and update it at least every five years. The TA Strategic Plan 2020-2024 provides a consolidated policy framework and guidance for implementing both Measure A and Measure W. The next TA Strategic Plan Update will commence in 2024.

The TA Strategic Plan 2020-2024 can be viewed in the following link:
<https://www.smcta.com/media/3743/download?inline>

Priorities & Issues

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

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

1. Call for Projects: The TA will issue a Call for Projects by program, requesting Project Sponsor(s) to submit projects for Measure A and W funding consideration. Project Initiator, defined as any party or entity, may recommend or initiate a project by submitting it to an eligible Project

Sponsor. Project Sponsors can be local Cities, San Mateo County and Joint Powers Authorities within San Mateo County, transit agencies operating in San Mateo County (for select programs), and the California Department of Transportation (Caltrans).

2. Project Evaluation and Prioritization: The TA assembles Project Review committees to evaluate project applications and proposals. The competitive programs include an evaluation process that are based on six general categories of criteria laid out in the 2020-2024 TA Strategic Plan that guide project selection:

- a. Need – Undergone evaluation to justify the underlying need(s) such as safety and traffic improvements, current or projected roadway congestion, or stakeholder support.
- b. Policy Consistency – Consistent with the goals of the County Transportation Expenditure Plan and other plans, laws, and regulations.
- c. Readiness – Measures the level of public and stakeholder support and viability of the project to be funded and implemented.
- d. Effectiveness – Measurable criteria to be used to evaluate the performance merits of the project. Criteria includes operating cost per passenger, passengers per service hour, equity for communities who are low income, transit dependent or other special needs, safety, traffic benefit, or performance improvement.
- e. Sustainability – Assessing the impact of a project in promoting practices that reduce and/or eliminate harmful impacts to the natural environment. Additionally, socio-economic equity is assessed by evaluating the impact projects have on low income, transit dependent, and other vulnerable populations.
- f. Funding Leverage – Measures the level of financial commitment to a project and includes consideration for the amount of matching funds from Federal, State, and Local levels and/or private subsidies.

3. Other Considerations:

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

Project Selection and Prioritization Criteria

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

4. Staff Recommendation – Staff develops project funding recommendations for Board consideration based on analysis by the Project Review Committee.
5. TA Board Approval – The Board will vote on allocation of funding as part of the TA’s annual budget approval process to ensure commitment to the project and timely availability of the funds.
6. Funding Agreements – The recipient is required to execute a funding agreement with the TA prior to receiving any disbursements of funds.
7. Monitoring Report Submittals – Project Sponsors are required to submit monitoring reports to track progress and ensure appropriate and efficient use of Measure A and W funds.
 - a. Capital Projects – Requires submission of monitoring reports during design development and construction. Post-construction, the TA will monitor the use and effectiveness of the projects as part of performance metrics that will be used to confirm that the plan goals are being met.
 - b. Operating Projects – Requires report submissions of performance measures, including service effectiveness, service quality, and customer satisfaction. This assists the TA in justifying the continued funding for approved operating projects.

Economic Factors Influencing Decisions

Economic Factors

Bay Area continued to rebound from the pandemic, but high inflation and massive tech layoffs clouded the Bay Area economy with uncertainty in FY23. The second half of 2022 reflected a year of highest inflation since early 1980s, which led to concerns on slower economic growth and a possible recession. To combat high and persistent inflation, Federal Reserves have been taking aggressive interest rate hikes since March 2022. As a result, inflation dipped in June 2023 to its lowest pace in more than 2 years, indicating price increases are cooling amid Federal Reserve's rate-hiking regime. On employment, despite the massive tech industry layoffs in late 2022 and early 2023, the Bay Area job market powered through with robust job gains in spring 2023, partly thanks to the ascendance of artificial intelligence, and strong job growth in the education, health services, and construction sectors, further underscoring the diversity of the region's economy and its ability to withstand industry-specific turbulence. For the remainder of 2023 and into 2024, pace of inflation on housing, consumer goods/services and job markets growth remain key factors and can present continued challenges to Bay Area economy.

The unemployment rate was 3.2 percent in San Francisco County, and 3.1 percent in San Mateo County. Per the EDD, between May 2022 and May 2023, the total number of jobs in the counties of San Francisco and San Mateo increased by 30,600 jobs or 2.6 percent. Between 2022 and 2027, job growth in San Mateo County is expected to average 1% per year.

According to 2022 San Mateo County Economic Forecast, the San Mateo County population is expected to steadily decline over the 2022 and 2027 period, mainly due to the high home prices in California and as a result, residents in the region have demonstrated a history of relocating to alternative areas with more affordable conditions. The housing market in San Mateo has been declining since the peak of inflation in 2022. In June 2023, San Mateo home prices were down 4.1% compared to last year, selling for a median home price of \$1.4 million. Overall, the housing market in San Mateo County is expected to remain strong but the pace of growth is expected to slow down due to the high home prices.

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

FISCAL YEARS 2014 THROUGH 2023					
Year	Population ^[1]	Total Personal Income (in millions) ^[2]	Per Capita Personal Income ^[2]	Average Unemployment Rates ^[3]	
2023	738,705 *	117,533 *	154,993 *	3.1%	
2022	744,662	114,109 *	150,479 *	2.1%	
2021	751,596	110,786 *	146,096 *	5.0%	
2020	771,061	107,559	141,841	10.8%	
2019	774,231	101,056	132,133	2.2%	
2018	772,372	96,306	125,332	2.5%	
2017	770,256	89,223	116,077	2.9%	
2016	765,895	81,488	106,115	3.3%	
2015	759,155	78,525	102,639	3.3%	
2014	758,581	71,027	93,802	4.2%	

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

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

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

*2023 Population estimate is base on 0.8% decline from 2022

*Personal Income and Per Capital Personal Income data for 2021, 2022, and 2023 is based on an estimated three percent annual increase over 2020.

Source data for table is FY22 San Mateo County ACFR

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

Source: County of San Mateo FY2022 ACFR

Principal Employers

San Francisco and the neighboring San Mateo County technology sector has weathered waves of industry layoffs began in late 2022 and has recovered 38% of job losses since May after months of painful job cuts, partly thanks to developments of artificial intelligence which is expected to account for much of the job growth in the sector. The median household income of San Mateo County in 2022 was \$141,426, a 12% increase from 2019, partially driven by the high inflation in 2021 and 2022, placing San Mateo County among the affluent regions of California. Professional and Business Service sector in San Mateo County remains strong despite tech layoffs in late 2022 and early 2023, most workers are quickly re-hired at other companies, leaving the unemployment rate only increase slightly from last year.

DEMOGRAPHICS AND ECONOMIC INFORMATION-PRINCIPAL EMPLOYERS

Fiscal Years 2021 and 2013

Employers in San Mateo County	Business Type	2021*			2013		
		Number of Employees	Rank	Percent of Total County Employment	Number of Employees	Rank	Percent of Total County Employment
Meta (Facebook Inc.)	Social Network	15,407	1	3.51%	2,865	7	0.75%
Genentech Inc.	Biotechnology	12,000	2	2.73%	8,800	2	2.30%
Oracle Corp.	Hardware and Software	9,149	3	2.08%	6,524	3	1.71%
United Airlines	Airline	7,894	4	1.80%	10,000	1	2.62%
County of San Mateo	Government	5,705	5	1.30%	5,929	4	1.55%
Gilead Sciences Inc.	Biotechnology	4,190	6	0.95%	2,596	8	0.68%
YouTube	Online Video-Streaming Platform	2,384	7	0.54%			
Sony Interactive Entertainment	Interactive Entertainment	1,855	8	0.42%			
Alaska Airlines	Airline	1,591	9	0.36%			
Electronic Arts Inc.	Video Game Developer and Publisher	1,478	10	0.34%			
Visa USA/Visa International	Global Payments Technology				2,895	6	0.76%
Kaiser Permanente	Healthcare				3,911	5	1.02%
Mills-Peninsula Health Services	Healthcare				2,200	9	0.58%
Safeway Inc.	Retail Grocer				2,195	10	0.57%
Total		<u>61,653</u>		<u>14.03%</u>	<u>47,915</u>		<u>12.55%</u>

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

This table presents the top 10 principal employers in San Mateo County for 2021 and 2013.

Source: San Francisco Business Times - 2022 Book of Lists; California Employment Development Department (provided by San Mateo County Controller's office) from the FY2022 County of San Mateo ACFR

Area Map

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



The total county area is 744 square miles and has a population of over 775,000. The following list identifies the cities and towns located within the borders of San Mateo County.

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

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

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

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SECTION 2 - FINANCIAL STRUCTURE

Governance

The Reporting Entity

The San Mateo County Transportation Authority (TA) 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.

San Mateo County, with a population of over 775,000, is located on a peninsula south of the City and County of San Francisco, bordered on the west by the Pacific Ocean, on the east by the San Francisco Bay and on the south by the counties of Santa Clara and Santa Cruz. The voters of San Mateo County approved the creation of the Transportation Authority pursuant to the Bay Area County Traffic and Transportation Funding Act in June 1988. This Measure A voters authorized a one-half cent county-wide sales tax levy. The Transportation Authority programs allocate sales tax revenues to designated project sponsors that are responsible for delivering a broad spectrum of transportation projects and programs pursuant to a Transportation Expenditure Plan over a period of 20 years. In November 2004, the voters reauthorized the levy of the sales tax with a new publicly developed Expenditure Plan containing transportation programs and projects to be implemented over an additional 25 years beyond the original expiration date of December 31, 2008. Add in Measure W sentence. Reads like the TA just administers Measure A.

The TA is governed by a seven-member Board of Directors. The Board sets the overall policy direction for the TA and is comprised of: two Board members appointed by the San Mateo County Board of Supervisors; four Board members representing specific geographic areas - North County, Central County, South County and cities at-large, as appointed by the Cities Selection Committee; and one Board member appointed by the San Mateo County Transit District. The Board of Directors meets once a month to determine overall policy for the Transportation Authority, provide feedback on TA projects, and to review the progress of the Transportation Expenditure Plans. The 15-member Citizens Advisory Committee, appointed by the Board, serves as a liaison between the public and the Board of Directors.

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

Measure A Funding Source

In 2004, 75.3 percent of San Mateo County voters reauthorized the Measure A half-cent sales tax and a new TEP for an additional 25 years (2009 – 2033). The TEP describes programs and projects, as identified by the cities, local agencies and the citizens of San Mateo County, and includes funding for multiple modes to help meet the county’s transportation needs.

The TEP requires the TA to develop a Strategic Plan and to update the Strategic Plan every five years.

The purpose of this planning update is to review and modify the policy framework, where appropriate, to help guide programming and allocation decisions for Measure A funds. This update provides:

- Funding prioritization and evaluation criteria for the selection of candidate projects
- Procedures for sponsors to initiate and implement projects

Measure W Funding Source

On July 11, 2018, the San Mateo County Transit District Board of Directors voted to place a half-cent sales tax measure on the November 2018 Ballot called Measure W which is guided by the Congestion Relief Plan (CRP). Over two-thirds of San Mateo County residents voted to approve the new tax. The tax is expected to generate approximately \$90 million a year in new tax revenue with 50% administered by the District and 50% by the TA. The 2020-2024 TA Strategic Plan evaluated both Measure A goals and Measure W core principles to create consolidated programs and provide guidelines for competitive call for projects processes.

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

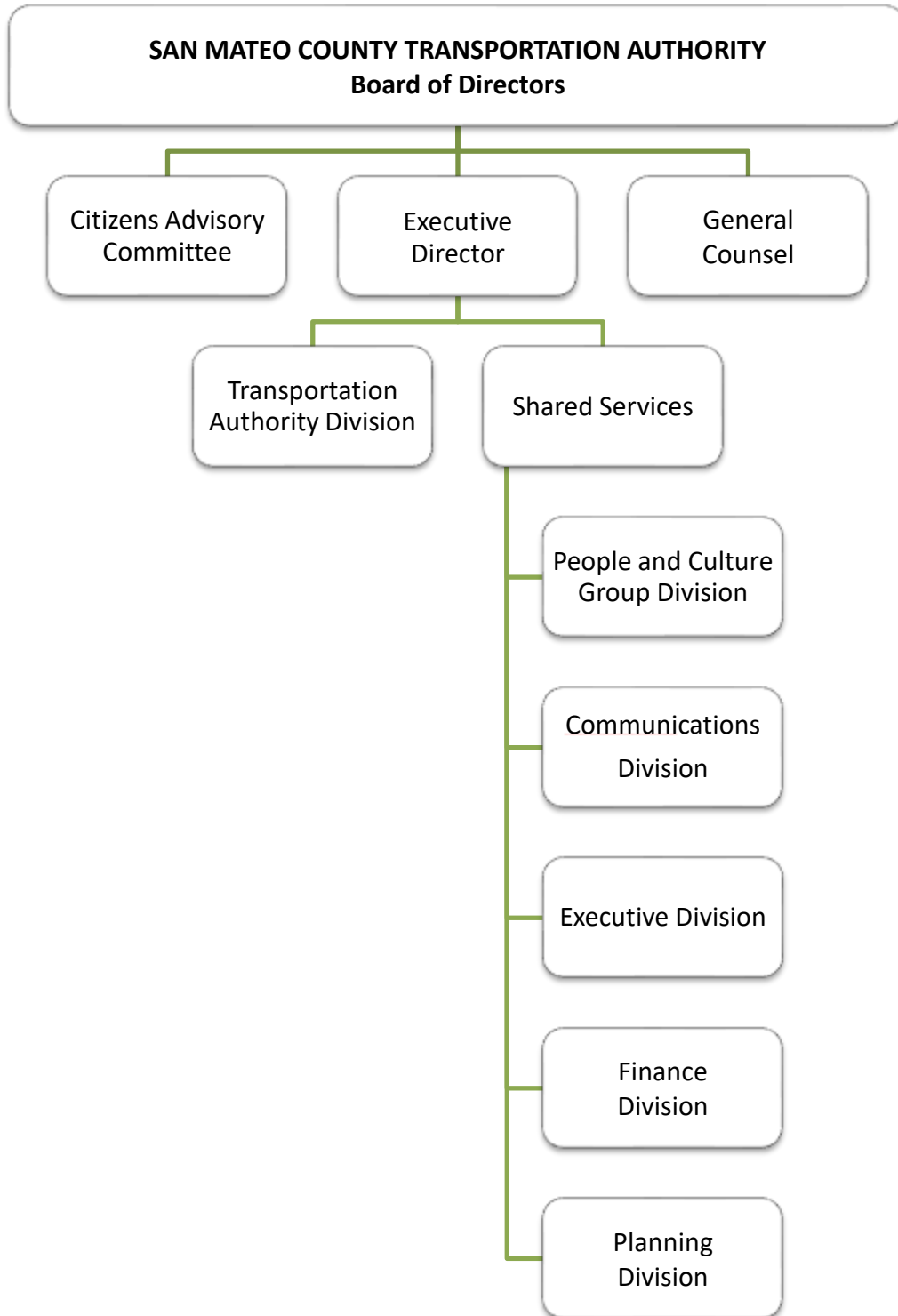
The San Mateo County Transportation Authority and the City/County Association of Governments of San Mateo County (“C/CAG”) are co-sponsors of the San Mateo County 101 Express Lanes Project (“Project”). The Project includes (i) the conversion of the existing High Occupancy Vehicle (“HOV”) lanes into express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

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

Starting in Fiscal Year 2020, the Transportation Authority and C/CAG began to provide initial operating funds for the JPA through loans which will be repaid when Project operations commence and toll revenues become available. At the time of formation, it was anticipated that the JPA would require three operating loans from the TA and C/CAG to support its operating budget, through FY22. Since the opening of the express lanes segment between the Santa Clara County line and Whipple Avenue in February 2022, toll revenue collection was significantly lower than projected. Currently, with the opening of the northern segment of the express lanes in March 2023, toll revenues in Fiscal Year 2024 are projected to be enough to pay for the JPA’s operating expenses in the fiscal year.

San Mateo County Transportation Authority

Organization Chart



San Mateo County Transportation Authority

Board Of Directors

RICO E. MEDINA, CHAIR

CARLOS ROMERO, VICE CHAIR

EMILY BEACH

NOELIA CORZO

JULIA MATES

RAY MUELLER

MARK NAGALES

RICO E. MEDINA, Chair, was appointed to the Transportation Authority in 2017, representing Northern San Mateo County. He also serves on the San Mateo County Express Lanes Joint Powers Authority (JPA). Mr. Medina has served on the San Bruno City Council since 2005 and was directly elected as San Bruno's Mayor in November 2017. Mr. Medina is the Vice-Chair of the San Mateo County Operational Area Emergency Services Council, the Peninsula San Mateo County Pre-Hospital Emergency Medical Services Group (JPA) Traffic Congestion Relief Alliance (Commute.org) and serves as the alternate for the Association of Bay Area Governments board.

CARLOS ROMERO, Vice Chair, was appointed to the Transportation Authority in 2019 representing San Mateo County. He was elected to the East Palo Alto City Council in May 2015 and was re-elected in November 2016 and 2018. Mr. Romero's professional experience includes consulting on affordable housing land-use development, serving as the executive director of the Mission Housing Development Corporation from 1994-2004, and serving as the mayor of East Palo Alto in 2010. Mr. Romero holds a Bachelor's degree from Stanford University in International Relations and Economics.

EMILY BEACH, was appointed to the Transportation Authority in 2017 representing the Cities at Large. She was elected to the Burlingame City Council in 2015 and currently serves as Mayor. Ms. Beach's professional experience spans non-profit, public and private sectors, previously working as a business executive in Silicon Valley before re-inventing herself as a stay-at-home mom and active community volunteer. She served as an U.S. Army officer in Saudi Arabia, South Korea and Texas. During her four years on active duty, she earned the rank of captain and obtained the U.S. Army Parachutist Badge. Ms. Beach also serves on the Caltrain Modernization Local Policy Makers Group, El Camino Real (California Highway 82) Task Force, Peninsula Congestion Relief Alliance, the San Mateo County Congestion Management and Environmental Quality Committee and the Grand Boulevard Initiative Task Force. Ms. Beach holds a Bachelor's degree from the University of Notre Dame in Government and Spanish, Magna Cum Laude.

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

JULIA MATES, a City Selection Committee appointee representing Central Cities of San Mateo County for a remaining term expiring December 31, 2020. She was appointed to the Transportation Authority Board in November 2019. Ms. Mates was appointed to the Belmont City Council in January 2018, elected in November 2018, and had served on the Belmont City Planning Commission prior to that. Ms. Mates' professional experience includes over 17 years as a Historian and Cultural Resources Specialist consultant with experience in land use planning. She has served as representative on a number of committees including the Belmont Chamber of Commerce, CalMod (Caltrain Modernization), Housing and Regional Trust (HEART), Peninsula Clean Energy, and the SFO Roundtable. She holds a Bachelor's degree from UCLA and a Master's degree from Cal State Sacramento in History/Public History.

RAY MUELLER, was appointed to the Transportation Authority in 2023 representing the Board of Supervisors in San Mateo County. He is a California native and Bay Area resident of over 25 years. He is a third term Menlo Park City Councilmember, elected city wide in 2012 and 2016. He has served as Mayor twice. He ran unopposed in the first District 5, City Council election in 2020. Prior to his service on the Menlo Park City Council, he served as Chair of the Menlo Park Transportation Commission. He attended UC Berkeley as an undergraduate and received his Juris Doctor from the University of California, Hastings College of the Law. While studying in law school, he interned at the Public Law Research Institute in San Francisco, and at the California Office of Legislative Counsel in Sacramento. Additionally, he holds a certificate in Diversity and Inclusion from Cornell University's online platform, eCornell.

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

Executive Staff & General Counsel

EXECUTIVE DIRECTOR

April Chan

EXECUTIVE OFFICERS

Peter Skinner – Executive Officer, Transportation Authority

Casey Fromson – Chief Communications Officer

Dora Seamans – Executive Officer District Secretary/Executive Administration

Kate Jordan Steiner – Chief Financial Officer

Mehul Kumar – Chief Information and Technology Officer

Nathaniel Kramer – Chief People Officer

GENERAL COUNSEL

Hanson Bridgett LLP - Joan Cassman, Esq.

Fund Description and Fund Structure

Measure A and Measure W

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

Measure A Goals

The stated goals of Measure A are to:

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

Measure A vision includes:

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

Measure A Restrictions:

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

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

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

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

Measure A Program Category Details

Table 2-1: Measure A Program Category Details

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

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

Measure W Program Categories & Strategies

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

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

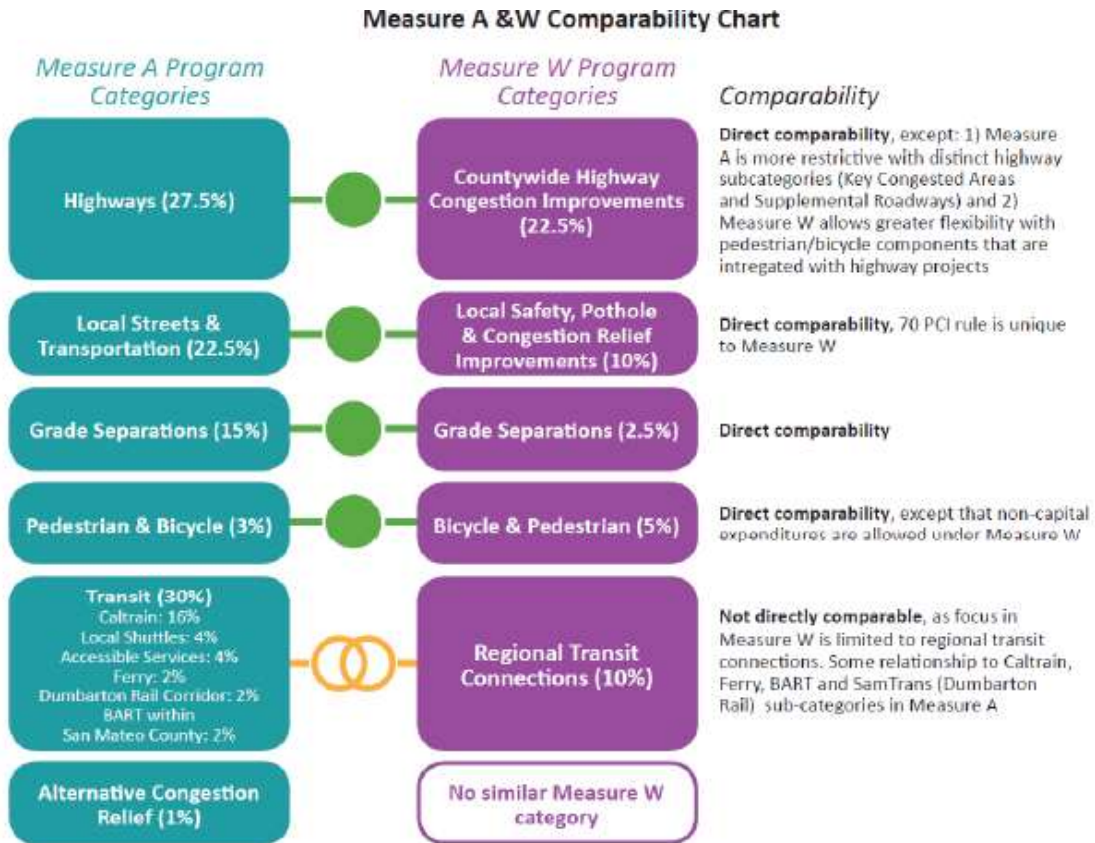
A description and purpose of each Measure W program category is described in Table 2-2 below. The Measure W program is estimated to generate \$1.4 billion (in 2019 dollars) over the life of the program.

Measure W Program Category Details

Table 2-2: Measure W Program Category Details

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

Measure A and Measure W Comparison



Forecasted Measure A and Measure W Revenues

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

Projected Funding Estimated to be Available for the Measure A and W Program Categories (in 2019 dollars)

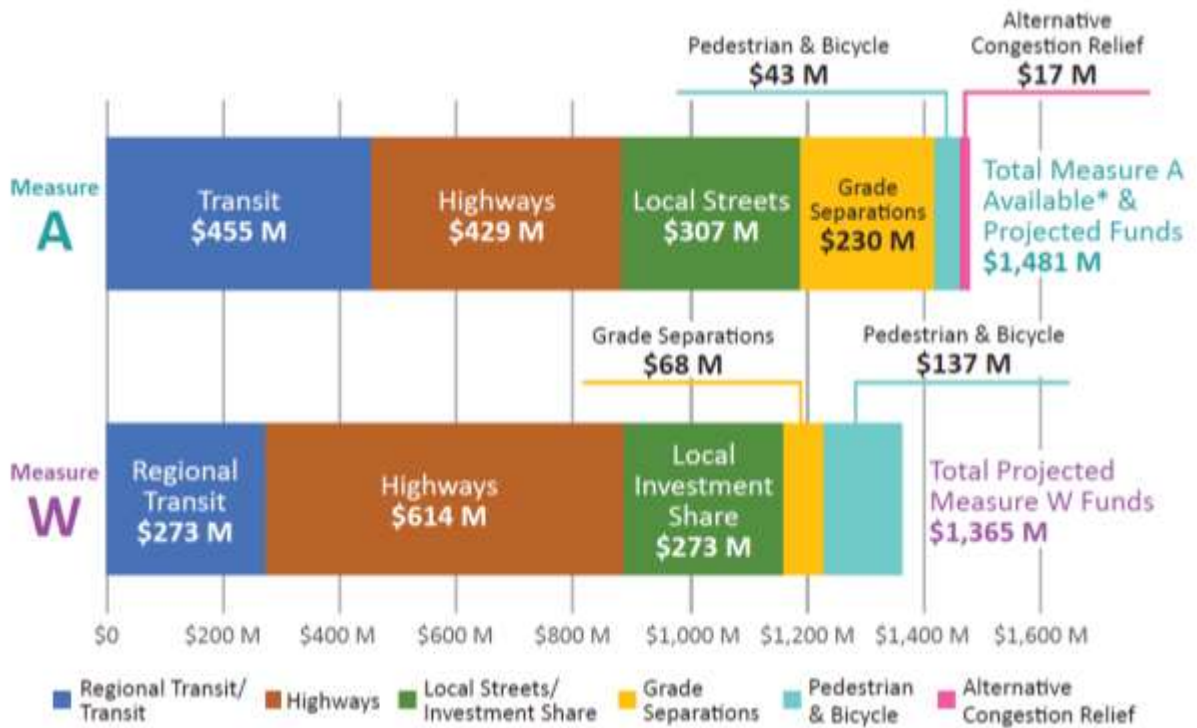
Measure A				Measure W				Measure A & W Comparable Category Total Projections
Program Categories	Projected Total Remaining Measure A Funding ¹			Program Categories	Projected Measure W Funding ²			
	Annual	2020-2024	Remaining 15 years		Annual	2020-2024	30 year Measure timeframe	
Transit: (30%), see subcategories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

Notes:

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

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

Figure 3: Measures A and W Projected Funding Availability

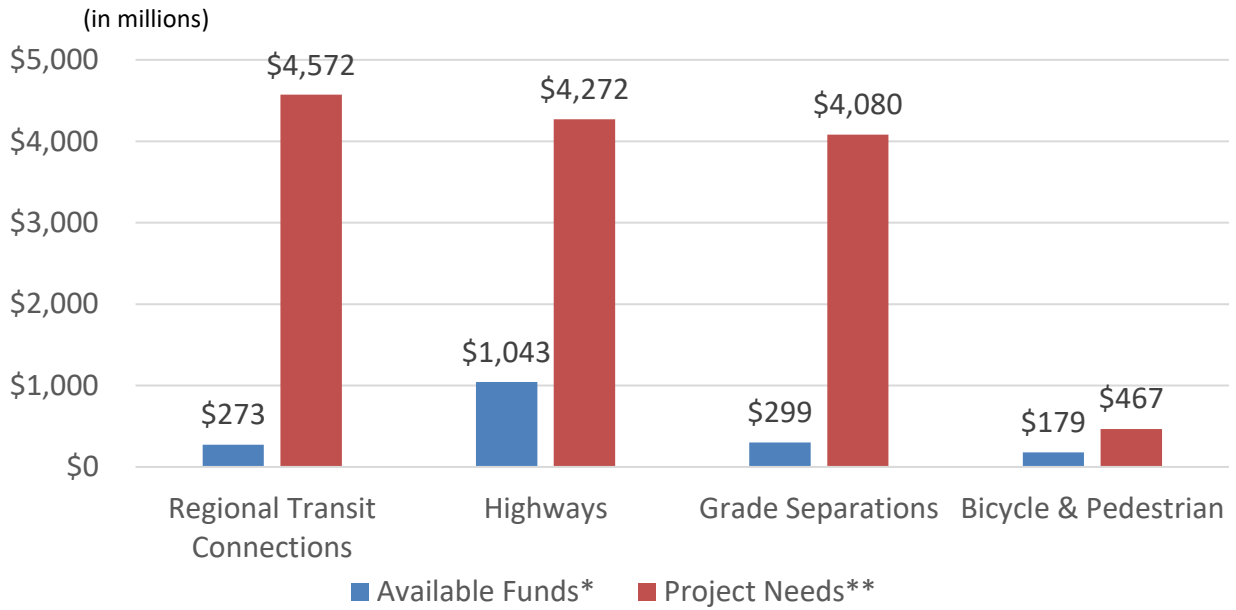


*" Total Available" means collected Measure A revenue yet to be committed to projects as of the end of CY 2018.

Measure A and Measure W Financial Outlook

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

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



*Combined Funds Available from Measure A and Measure W

**Order of magnitude cost estimate for sample projects listed in Measure W

Website Address to SMCTA Expenditure Plan

https://www.smcta.com/about/Strategic_Plan_2020-2024.html

Programs and Services

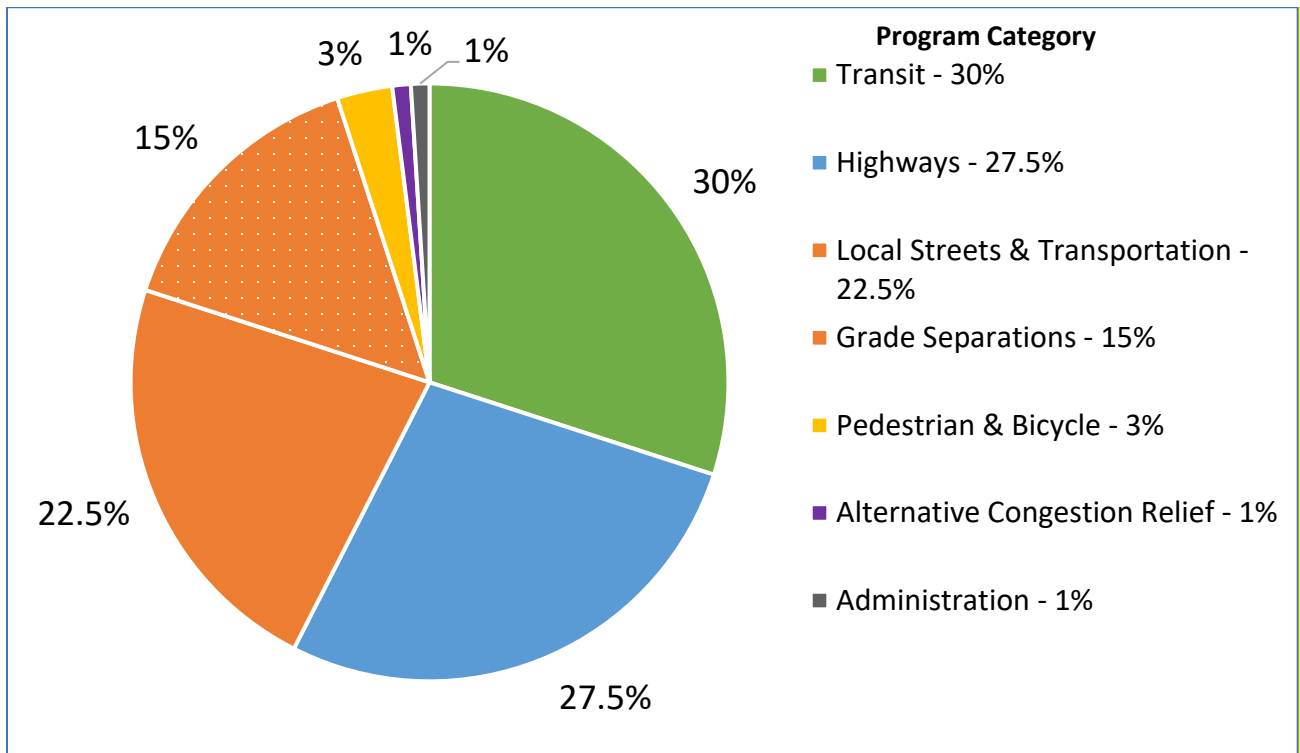
Measure A Sales Tax

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

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

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

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



Key Projects and Programs Funded

Transit Programs

Caltrain

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

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

Measurement of results over FY23 on projects supporting the Measure A Transit Program include:

- Ongoing construction for the Peninsula Corridor Electrification and the Positive Train Control projects.
- Completion of the construction of a new South San Francisco Caltrain station.
- Ongoing decommissioning of the Atherton Station to help eliminate holdout rules along the corridor.

Grade Separations

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

Measurement of results over FY23 on projects supporting the Measure A Transit Program include:

- Ongoing final design of the Broadway Grade Separation Project in the City of Burlingame.
- Ongoing preliminary engineering and environmental clearance for the South Linden Street and Scott Avenue Grade Separation Project in the City of South San Francisco and City of San Bruno.
- Completion of planning work for the Whipple Avenue Grade Separation Project in the

Shuttle Program

Four percent of the 2004 Measure A TEP supports commuter and community shuttle programs in San Mateo County. As of December 2023, the Measure A program had allocated over \$36 million in funding for shuttle operations. This includes the additional funding for the FY 2020-2022 shuttle program that was extended for an additional year to support FY23 operations due to the COVID-19 pandemic.

Ferry Program

The 2004 Measure A TEP includes two percent of sales tax revenue be dedicated to San Mateo County ferry services. The purpose of the program is to fund specific projects related to capital projects that support service in South San Francisco and Redwood City. However, operating funds are not an eligible use of the funds. The two eligible cities agreed to a 50/50 funding share split of this revenue. Measure A funds were used toward the construction of the South San Francisco Ferry terminal which opened in 2012. As of December 2022, a total of \$12.5 million has been allocated toward ferry projects.

Measurement of results over FY23 for Measure A Ferry projects include:

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

Other Transit Program Funding Direct Allocations

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

- Contribution to SamTrans for paratransit and other accessible services
- Contribution to BART for the SFO Extension

Highway Program

The 2004 Measure A TEP provides 27.5 percent of the annual sales tax receipts for highway projects. As of December 2022, \$235.6 million had been allocated to highway program. In June 2020, the Transportation Authority adopted an updated Short-Range Highway Plan and companion Capital Improvement Program to help guide highway program investment decisions for the next 10 years. The following are examples of the types of projects funded under the highway program:

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

Measurement of results over FY23 for Measure A highway projects include:

- Completion of construction of the northern segment of the U.S. 101 Express Lanes Project from Whipple Avenue to I-380
- Ongoing final design for the U.S. 101/Woodside Road Interchange Project
- Ongoing preliminary engineering and environmental clearance for the US 101/SR 92 Direct Connectors
- Beginning of construction for the US 101/University Avenue Interchange project (jointly funded by Measure A and Measure W)

Alternative Congestion Relief Programs

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

The ACR funding has historically been used to support Commute.org's annual operations. Commute.org is a joint powers authority in San Mateo County, and its mission is to reduce the number of vehicle miles traveled (VMT) by commuters to decrease congestion, improve the environment, and enhance quality of life.

In early 2021, the TA kicked off the planning process to prepare an Alternative Congestion Relief/Transportation Demand Management Plan (ACR/TDM Plan) to guide funding recommendations and project selection process for the Measure A ACR category and related Measure W TDM category. The ACR/TDM Plan was approved by the TA Board in January 2022 and issued its first ACR/TDM call for projects that was adopted in August 2022.

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

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

Measurement of results for FY23 Measure A Alternative Congestion Relief (ACR) projects:

- On-going support for Commute.org's annual operations
- On-going support for Countywide TDM monitoring program
- Award of \$510,000 to two competitive ITS projects

Pedestrian and Bicycle Programs

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

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

Measurement of results for FY23 Measure A Pedestrian and Bicycle projects include:

- Completed construction of the City of Belmont Ralston Avenue Corridor Improvement Project – Segment 3
- On-going support for feasibility studies for the South San Francisco Junipero Serra/ Westborough Boulevard and Atherton El Camino Real projects.
- On-going support for Half Moon Bay’s Pacific Coast Bikeway Project.

Local Programs

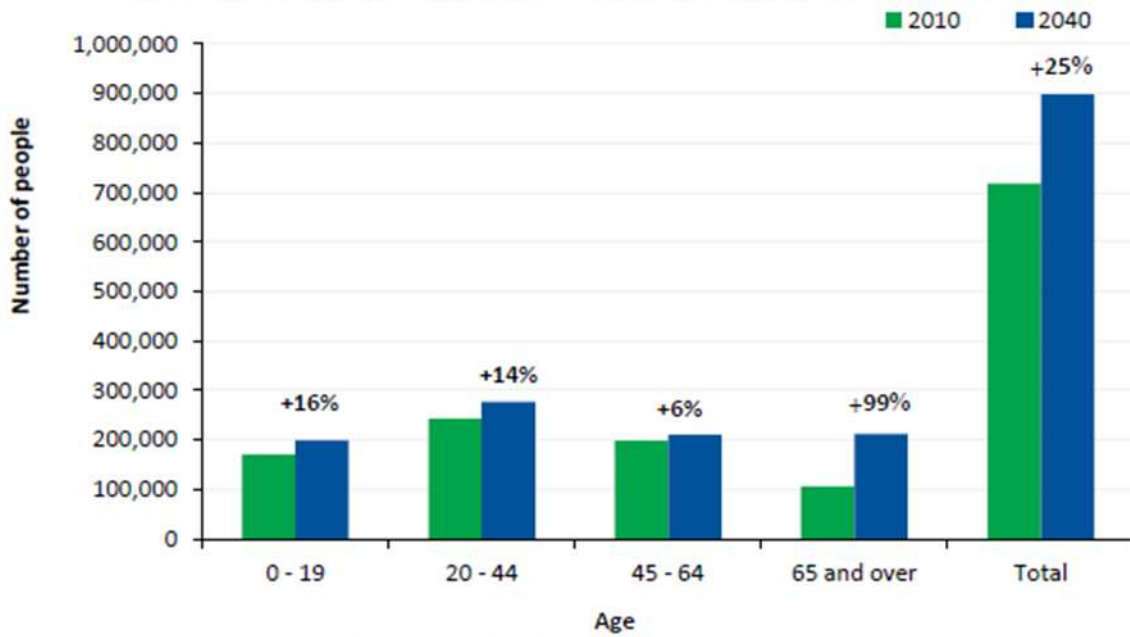
The original Measure A in 1988 required the TA to earmark 20 percent of its sales tax revenue to local entities and San Mateo County for various transportation-related improvements according to a formula based on population and number of road-miles. The total local funds distributed from the original Measure A were \$203.3 million. Renewed Measure A requires the Transportation Authority to earmark 22.5% to local cities and San Mateo County for various transportation-related improvements according to a formula based on population and number of road-miles. Measure W requires the TA to earmark 10 percent of its funding to this category. During Fiscal Year 2023, local agencies received \$32.3 million from both Measures and recipients of these funds primarily use them for street projects.

Local Entity	TOTAL	Total to Date
ATHERTON	607,257.29	5,494,156.03
BELMONT	1,146,682.65	10,474,011.46
BRISBANE	329,469.38	2,986,282.60
BURLINGAME	1,395,399.74	12,565,659.18
COLMA	90,442.58	878,409.09
DALY CITY	3,252,702.63	29,967,762.40
EAST PALO ALTO	1,033,629.44	9,421,557.15
FOSTER CITY	1,095,001.18	10,111,694.69
HALF MOON BAY	497,434.17	4,680,897.73
HILLSBOROUGH	978,717.87	8,897,866.84
MENLO PARK	1,579,514.98	14,378,304.21
MILLBRAE	939,956.77	8,642,860.40
PACIFICA	1,650,577.00	15,104,983.56
PORTOLA VALLEY	481,283.71	4,376,099.75
REDWOOD CITY	3,107,348.49	28,372,742.32
SAN BRUNO	1,621,506.18	14,912,828.87
SAN CARLOS	1,405,090.01	12,805,924.26
SAN MATEO	3,924,561.76	35,666,653.81
SOUTH SAN FRANCISCO	2,535,622.21	23,164,930.56
WOODSIDE	578,186.47	5,185,440.45
UNINCORPORATED	4,050,535.35	37,851,844.48
Total	32,300,919.85	295,940,909.82

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

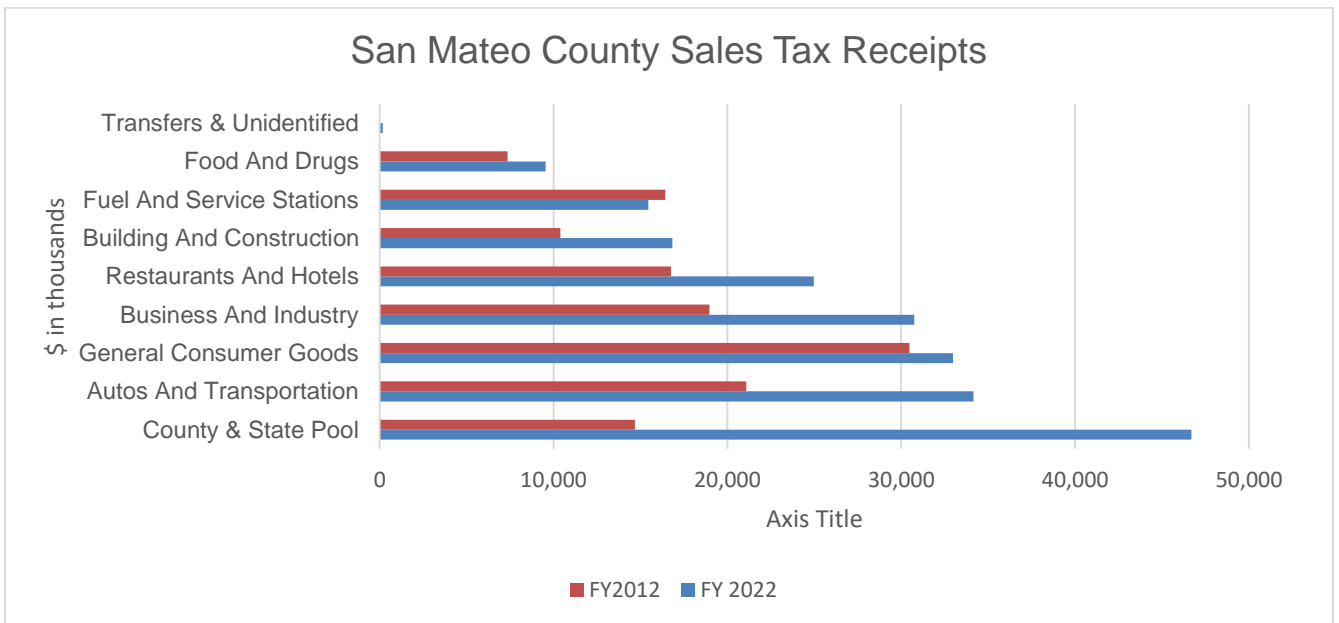
With an aging population, accessible services are becoming an increasingly critical component of providing mobility options for county residents. Measure A provides approximately 20 percent of SamTrans' annual Paratransit budget, providing an essential lifeline for the county's mobility-impaired population.

San Mateo County Population Change within Age Groups, 2010-2040



Note: Data based on Association of Bay Area Governments (ABAG) Projections 2013

Sales Tax Revenue by Industry



*Source Provided by HDL Consultants

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

San Mateo County Population

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

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

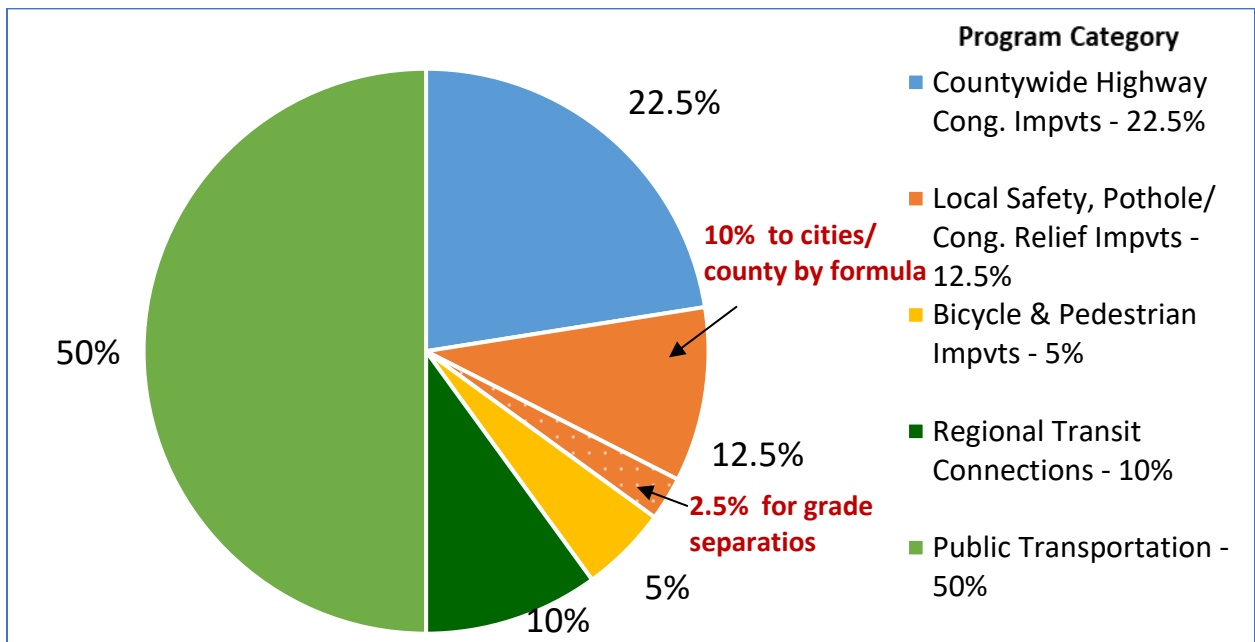
With recent job growth on the Peninsula, traffic congestion on the roadways has become a substantial challenge for the region. Measure A allocates funds toward Alternative Congestion Relief programs, such as the transportation demand management programs of Commute.org that educate those who work in the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

Measure W Sales Tax

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

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

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



Regional Transit Connections

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

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

County Highway Congestion

22.5 percent of Measure W funds are available for the Countywide Highway Congestion program. The purpose of the program is to improve congestion throughout and travel times on highway facilities in San Mateo County. The Measure W Highway Program is also guided by the Short Range Highway Plan and Capital Improvement Program, as well as the TA 2020-2024 Strategic Plan. As of December 2022, \$21.1 million in Measure W highway program funds had been award.

Measurement of results over FY23 for Measure W highway projects include:

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

Transportation Demand Management

As part of the 2020-2024 TA Strategic Plan, four percent of the Measure W Highway Congestion Improvements Category will be used to fund Transportation Demand Management (TDM) programs, which is equivalent to one percent of the total Measure W program. This program is administered jointly with the Measure A ACR program and is guided by the ACR/TDM Plan that was adopted in January 2022. The TA issued its first ACR/TDM call for projects that was adopted in August 2022.

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

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

Measurement of results for FY23 Measure W TDM projects include:

- Award of \$2,496,700 to five competitive planning and 12 competitive projects.

Local Safety, Pothole & Congestion Relief

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

and improve traffic flow in key congested areas.

Grade Separations

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

Bicycle and Pedestrian

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

Measurement of results for FY23 Measure W Bicycle and Pedestrian projects include:

- On-going support for the construction of the Redwood Avenue Pedestrian Improvements project in Redwood City
- On-going support for the planning and design phases of the East Bayshore Road Pedestrian Improvements project in East Palo Alto
- On-going support for planning and promotions Vision Zero safety efforts in Daly City and Redwood City.

SECTION 3 - BUDGET POLICY AND PROCESS

Summary of Financial Policies

The San Mateo County Transportation Authority (TA) was formed in June 1988 as a result of the approval of Measure A (one-half cent county 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 Transportation Authority is responsible for the administration of funds collected through the one-half cent county sales tax, initially for a period of 20 years from its formation. In November 2004, the voters reauthorized the sales tax to be administered by the TA and a new publicly developed Expenditure Plan for an additional 25 years beyond the original expiration date of 2008. The TA has designated the San Mateo County Transit District (District) 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 basis the TA uses to prepare the budget is consistent with the basis used to reflect revenues and expenditures as outlined below under “Basis of Accounting”. The exception would be proceeds from the sale of fixed assets, unrealized gains and losses under Government Accounting Standards Board’s Statement No. 31 (GASB 31) which are not included in the budget. Depreciation and amortization expense are not applicable to governmental funds and as such are not budgeted.

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

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

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

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

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

Governmental Fund Types

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

Fund Balance

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

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

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

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

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

Use of Estimates – The TA’s management has made several estimates and assumptions relating to the reporting of assets and liabilities 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.

Budget 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 at a cost center level to arrive at Division level and then organization wide. 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 being submitted to the 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 to assure they meet TA goals and objectives for the upcoming budget year. Additional reviews of budget requests are conducted and adjustments may be made in order to maximize TA resources. After final budget adjustments are made, the Budget Department will present the operating budget to the Executive Team for consideration. Upon Executive Team's approval, the budget is presented to the TA Board for adoption.

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 Budget Department 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 and Measure W (see page 35 to page 43 for an explanation of "Measure A & Measure W").

Budget Amendment Process

The Board may amend the budget during the fiscal year following formal adoption. Typical amendments include a true-up of Actual vs Budget for Measure A and Measure W from the previous fiscal year. The true-up amount is then applied to the program categories in accordance with the Transportation Plan. In addition, if a project scope changes, additional funds may be required to accommodate the project. The project manager prepares a staff report with identified funds. The Budget Department updates the Budget Statement and submits to the Board for amendment. Upon approval of the amendment, corresponding documentation is submitted to the Budget Department and the amendment is completed.

Budget Preparation & Calendar

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

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

Budget Process

The budget process starts in September with a review of the District- and Division-level goals and objectives. A preliminary set of assumptions is developed to form the basis of the budget preparation process. The Finance Division is responsible for distributing budget instructions and materials, as well as other data such as prior year actuals and current year forecasts to guide the development of the Operating Budget.

The Operating Budget is initially prepared using the current year’s baseline expenditure plan, plus adjustments for known or assumed changes that will occur during the upcoming Fiscal Year. Any new budget requests that are not included in the baseline submissions are submitted separately for review and approval. All submissions are reviewed by division management before being submitted to the Finance Division Budget Department for analysis. The Finance Division Budget Department conducts an extensive review of the requested budgets, validates current and projected expenditures, and identifies outstanding issues for consideration. All budget requests, including adjustments to the baseline, include a justification to provide context for the expenditure. The Finance Division Budget Department then meets with each Cost Center Manager to review the budget requests and adjust amounts to be included in the budget.

The completed division budgets are then reviewed by the Chief Officers and Executive Director to ensure they meet the TA goals and objectives for the upcoming budget year. This review of budget requests may result in adjustments in order to maximize organization resources.

Operating Budget Approval

A preliminary view of the FY24 Operating Budget was submitted to the Board on May 4, 2023 for introduction and informational purposes. The final Adopted Operating Budget was presented and formally adopted by the Board on June 1, 2023.

Public Involvement in Budget Approval

All the District's board meetings are open to the public and public comments are permitted. In addition, a separate formal meeting of the Community Advisory Committee (CAC), is held every month with voluntary participation from the public.

Budget Amendment Process

The budget may be amended during the fiscal year following formal adoption. Procedures for implementing changes follow very closely with the budget development process itself, that is, proposed amendments must be submitted to the Board of Directors along with appropriate documentation outlining the justification for the request.

Budget Assumptions for Fiscal Year 2024

WAGES AND BENEFITS

Wages and benefits are calculated by the Budget Department based on approved Salary Ordinance positions and the anticipated salary level for each person for the upcoming year. Staff wages for FY24 included a 3.5 percent wage increase.

STAFFING CHANGES

Additions and deletions in staffing are prepared by Cost Center Managers with approval from Division Chiefs. A copy of each request is submitted with the preliminary Division budget, with a copy sent directly to the Human Resources Department. Each new FTE request requires a justification and is subject to approval by Executive Team prior to presenting the Adopted Budget to the Board for final adoption. There are 0.25 new FTE added in FY24.

OTHER EXPENSES

Cost Center Managers prepared estimated expenses for the FY24 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. Summary Cost Center Line Items and Detail Line Item Worksheet templates for expenditure line items were provided for the Cost Center Manager's convenience.

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SECTION 4 - FY2024 OPERATING BUDGET

Board Resolution Adopting the Budget

Resolution No. 2023-11

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

* * *

Adopting a Budget in the Amount of \$180,605,687 for Fiscal Year 2024

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

Whereas, in accordance with Section 131266 of the California Public Utilities Code, the Authority conducted a public hearing concerning the annual budget at its meeting on June 1st, 2023; and

Whereas, the Executive Director has prepared and presented to the Board the proposed budget for Fiscal Year 2024, which includes: Measure A Annual Allocations in the amount of \$33,135,240; Measure A Categories in the amount of \$81,966,120; Measure W Annual Allocations in the amount of \$11,626,400; Measure W Categories in the amount of \$45,808,016; Measure A - Oversight in the amount of \$2,500,000; Measure W Categories – Oversight and Staff Support in the amount of \$697,584; SMCEL-JPA Bond Interest in the amount of \$1,000,000; SMCEL-JPA Bond Related Debt Fees in the amount of \$520,000 and Total Administrative Expenses in the amount of \$3,352,327.

Now, Therefore, Be It Resolved that the Board of Directors of the San Mateo County Transportation Authority adopts the budget for Fiscal Year 2024 in the amount of \$180,605,687, a copy of which is attached and incorporated herein as Attachments A and B.

Regularly passed and adopted this 1st day of June, 2023 by the following vote:

Ayes: Beach, Corzo, Mates, Mueller, Nagales, Romero, Medina

Noes: None

Absent: None



Chair, San Mateo County Transportation Authority

Attest:



Authority Secretary

FY2024 Adopted Budget

ATTACHMENT A

SAN MATEO COUNTY TRANSPORTATION AUTHORITY FY2024 ADOPTED BUDGET

	FY2022 <u>ACTUAL</u> A	FY2023 <u>REVISED</u> B	FY2024 <u>ADOPTED</u> C	FY2024 ADOPTED TO FY2023 REVISED Increase (Decrease) D= C-B	BUDGET PERCENT CHANGE E = D/B	
REVENUE:						
1 Sales Tax - Measure A	112,900,009	108,272,000	116,264,000	7,992,000	7.4%	1
2						2
3 Sales Tax - Measure W	56,123,833	54,136,000	58,132,000	3,996,000	7.4%	3
4						4
5 Interest Income	4,005,332	4,898,970	12,607,415	7,708,445	157.3%	5
6						6
7 Rental Income	1,140,226	1,199,315	1,261,242	61,927	5.2%	7
8						8
9 Credit Enhancement Fee - SMCEL-JPA	732,055	400,000	400,000	-	0.0%	9
10						10
11 Due from SMCEL-JPA - Bond Interest	-	-	1,000,000	1,000,000	100.0%	11
12						12
13 Due from SMCEL-JPA - Bond Related Debt fees	-	-	520,000	520,000	100.0%	13
14						14
15 Other Sources	2,129	-	-	-	0.0%	15
16						16
17 TOTAL REVENUE	174,903,584	168,906,285	190,184,657	21,278,372	12.6%	17
18						18
19						19
20 EXPENDITURES:						20
21						21
22 Measure A Annual Allocations	32,176,502	30,857,520	33,135,240 (1)	2,277,720	7.4%	22
23						23
24 Measure A Categories	37,927,053	87,896,911	81,966,120 (1)	(5,930,791)	-6.7%	24
25						25
26 Other Uses - 101 Express Lanes project	20,384,838	-	-	-	-	26
27						27
28 Measure W Annual Allocations	11,224,787	10,827,200	11,626,400 (1)	799,200	7.4%	28
29						29
30 Measure W Categories	1,645,876	49,113,554	45,808,016 (1)	(3,305,538)	-6.7%	30
31						31
32 Measure A - Oversight	1,827,208	2,250,000	2,500,000	250,000	11.1%	32
33						33
34 Measure W Categories - Oversight and Staff Support	-	496,097	697,584 (1)	201,488	40.6%	34
35						35
36 SMCEL-JPA Bond Interest	-	-	1,000,000	1,000,000	100.0%	36
37						37
38 SMCEL-JPA Bond Related Debt Fees	-	87,500	520,000	432,500	494.3%	38
39						39
40 Administrative:						40
41 Staff Support	744,466	1,546,285	1,707,683	161,398	10.4%	41
42 Professional Services	398,508	505,547	566,297	60,750	12.0%	42
43 Insurance Premium	328,965	349,321	384,321	35,000	10.0%	43
44 Bank and Investment Fees	189,311	235,200	247,700	12,500	5.3%	44
45 Other Misc. Admin Expenses	743,852	477,786	446,327	(31,460)	-6.6%	45
46 Total Administrative	2,405,103	3,114,139	3,352,327	238,188	7.6%	46
47						47
48 TOTAL EXPENDITURES	107,591,367	184,642,920	180,605,687	(4,037,233)	-2.2%	48
49						49
50 EXCESS / (DEFICIT)	67,312,217	(15,736,635)	9,578,970	25,315,605	-160.9%	50
51						51
52 (1) See Attachment B for details						52

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
FY2024 ALLOCATIONS AND EXPENDITURES**

		MEASURES A & W TEP % SHARE	FY2024 ADOPTED BUDGET	
MEASURE A ANNUAL ALLOCATIONS:				
1	LOCAL STREETS & TRANSPORTATION			1
2	ALLOCATION TO LOCAL ENTITIES	22.50%	26,159,400	2
3	SFO BART EXTENSION	2.00%	<u>2,325,280</u>	3
4		Total Pass-Thru	<u>28,484,680</u>	4
5				5
6	PARATRANSIT	4.00%	4,650,560	6
7				7
8	TOTAL ANNUAL ALLOCATIONS		<u>33,135,240</u>	8
9				9
10	MEASURE A CATEGORIES:	PROJECT		10
11	ALTERNATIVE CONGESTION RELIEF	1.00%		11
12	Available for future ACR projects		1,162,640	12
13	Commute.org TDM program			13
14	DUMBARTON	2.00%	2,325,280	14
15	CALTRAIN *	16.00%	18,602,240	15
16	PEDESTRIAN AND BICYCLE PROGRAM	3.00%	3,487,920	16
17	LOCAL SHUTTLE	4.00%	4,650,560	17
18	STREETS AND HIGHWAYS			18
19	Key congested corridors program	17.30%	20,113,672	19
20	Supplemental roadway projects	10.20%	11,858,928	20
21	GRADE SEPARATION	15.00%	17,439,600	21
22	SAN MATEO COUNTY FERRY SERVICE	2.00%	2,325,280	22
23				23
24	TOTAL MEASURE A CATEGORIES		<u>81,966,120</u>	24
25	STAFF SUPPORT	1.00%	<u>1,162,640</u>	25
26	TOTAL MEASURE A SALES TAX		<u>116,264,000</u>	26
27				27
28	MEASURE W ANNUAL ALLOCATIONS: **			28
29	LOCAL SAFETY, POTHOLE AND CONGESTION RELIEF IMPROVEMENTS			29
30	ALLOCATION TO LOCAL ENTITIES	10.00%	<u>11,626,400</u>	30
31				31
32	MEASURE W CATEGORIES: **			32
33	COUNTYWIDE HIGHWAY CONGESTION IMPROVEMENTS	22.50%	24,736,329	33
34	TDM ***		1,030,680	34
35	LOCAL SAFETY, POTHOLE AND CONGESTION RELIEF IMPROVEMENTS			35
36	GRADE SEPARATION	2.50%	2,863,001	36
37	BICYCLE AND PEDESTRIAN IMPROVEMENTS	5.00%	5,726,002	37
38	REGIONAL TRANSIT CONNECTIONS	10.00%	<u>11,452,004</u>	38
39	TOTAL MEASURE W CATEGORIES		<u>45,808,016</u>	39
40	OVERSIGHT AND STAFF SUPPORT	1.50%	<u>697,584</u>	40
41	TOTAL MEASURE W SALES TAX		<u>58,132,000</u>	41

* TA will retain the 16% allocation for Caltrain in FY24.

** Percents reflect 50% of the total Half Cent Sales Tax related to Measure W

*** 4% of Measure W Countywide Highway allocated to the TDM subcategory

BUDGET SUMMARY

Total adopted revenue for FY24 is \$190.2 million, an increase of \$21.3 million (12.6%) from the FY23 revised budget.

Capital Expenditures

Budget expenditures by the seven primary Measure A program categories are as follows:

<u>Category</u>	<u>% of Tax</u>
Transit	30.0%
Highways	27.5%
Local Streets & Transportation	22.5%
Grade Separation	15.0%
Pedestrian & Bicycle	3.0%
Alternative Congestion Relief	1.0%
Administration-Staff Support	<u>1.0%</u>
Total	100.0%

Budget expenditures by the four primary Measure W program categories are as follows:

<u>Category</u>	<u>% of Tax</u>
Countywide Highway Congestion Improvements	22.5%
Local Safety, Pothole and Congestion Relief Improvements	12.5%
Bicycle & Pedestrian Improvements	5.0%
Regional Transit Connections	<u>10.0%</u>
Total	50.0%

The total Adopted Budget expenditures for FY24 are projected at \$180.6 million, a decrease of \$4.0 million, or 2.2 percent, compared to the FY23 revised budget (Attachment A, line 48). The FY24 Budget expenditures are composed primarily of \$33.1 million in Measure A Annual Allocations (Attachment A, line 22); \$82.0 million in Measure A Categories (Attachment A, line 24); \$11.6 million in Measure W Annual Allocations (Attachment A, Line 28); \$45.8 million in Measure W Categories (Attachment A, line 30); \$2.5 million in Measure A Oversight (Attachment A, line 32); \$0.7 million in Measure W Categories - Oversight and Staff Support (Attachment A, line 34); \$1.0 million in SMCEL-JPA Bond Interest (Attachment A, line 36); \$0.52 million in SMCEL-JPA Bond Related Debt fees (Attachment A, line 38), and \$3.4 million in Total Administrative Expenses (Attachment A, line 46).

Impact of Capital Investments on Operating Budgets

The TA acts as funding agent for the various programmed capital projects throughout the county as prescribed by the TEP. The TA provides support staff to administer the funds and monitor projects. Therefore, there is no operating budget specifically for the TA that would be impacted by capital investments.

Administrative Costs

Total administrative expenditures for FY24 are projected at \$3.4 million, or 7.6% more than the FY23 revised budget.

Ending Fund Balance

The Ending Fund Balance is projected to increase from the FY23 revised budget of \$687.8 million to \$697.4 million in FY24. The capital budget includes committed funds for multi-year projects, which will result in a year end variance.

Revenue and Expenses as a Percent of Total

San Mateo County Transportation Authority
Revenues and Expenditures as a Percent of Total
Fiscal Year 2024

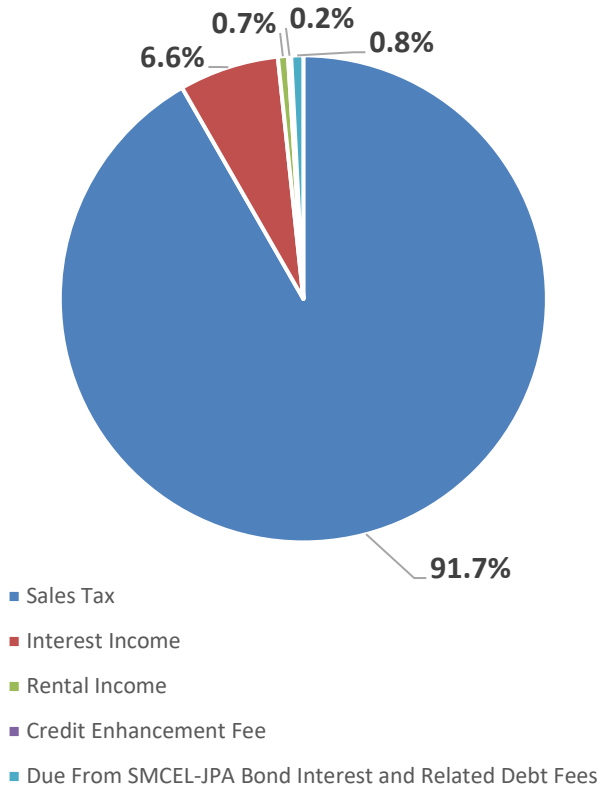
REVENUES (in thousand)

Sales tax - Measure A	116,264	61.1%
Sales tax - Measure W	58,132	30.6%
Interest Income	12,607	6.6%
Rental Income	1,261	0.7%
Credit Enhancement Fee - SMCEI-JPA	400	0.2%
Due From SMCEI-JPA - Bond Interest	1,000	0.5%
Due From SMCEI-JPA - Bond Related Debt Fees	520	0.3%
Total Revenue	\$ 190,184	100.0%

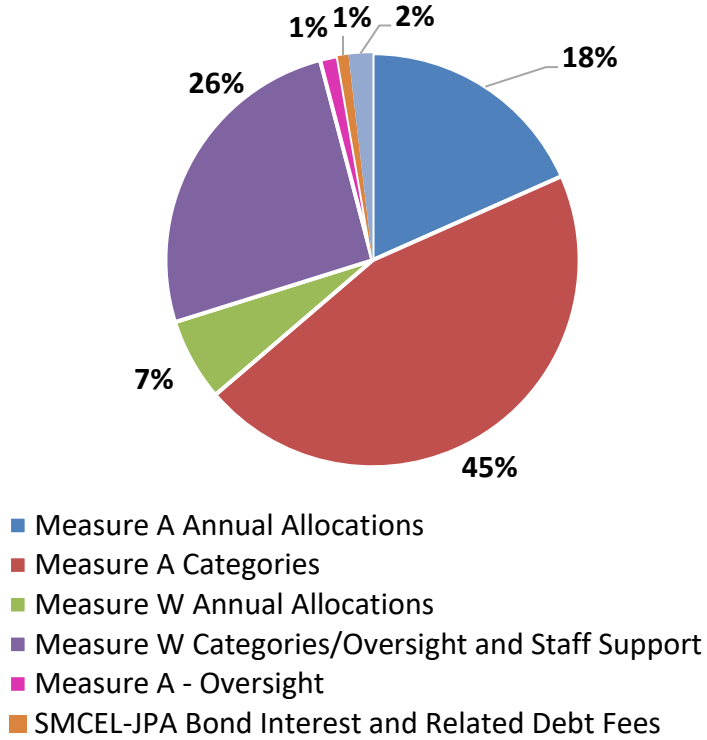
EXPENDITURES (in thousand)

Measure A Annual Allocations	33,135	18.3%
Measure A Categories	81,966	45.4%
Measure W Annual Allocations	11,626	6.4%
Measure W Categories	45,808	25.4%
Measure A - Oversight	2,500	1.4%
Measure W Categories - Oversight and Staff Support	698	0.4%
SMCEL_JPA Bond Interest	1,000	0.6%
SMCEL-JPA Bond Related Debt Fees	520	0.3%
Total Administrative	3,352	1.9%
Total Expenditures	\$ 180,605	100.0%

Revenues



Expenditures



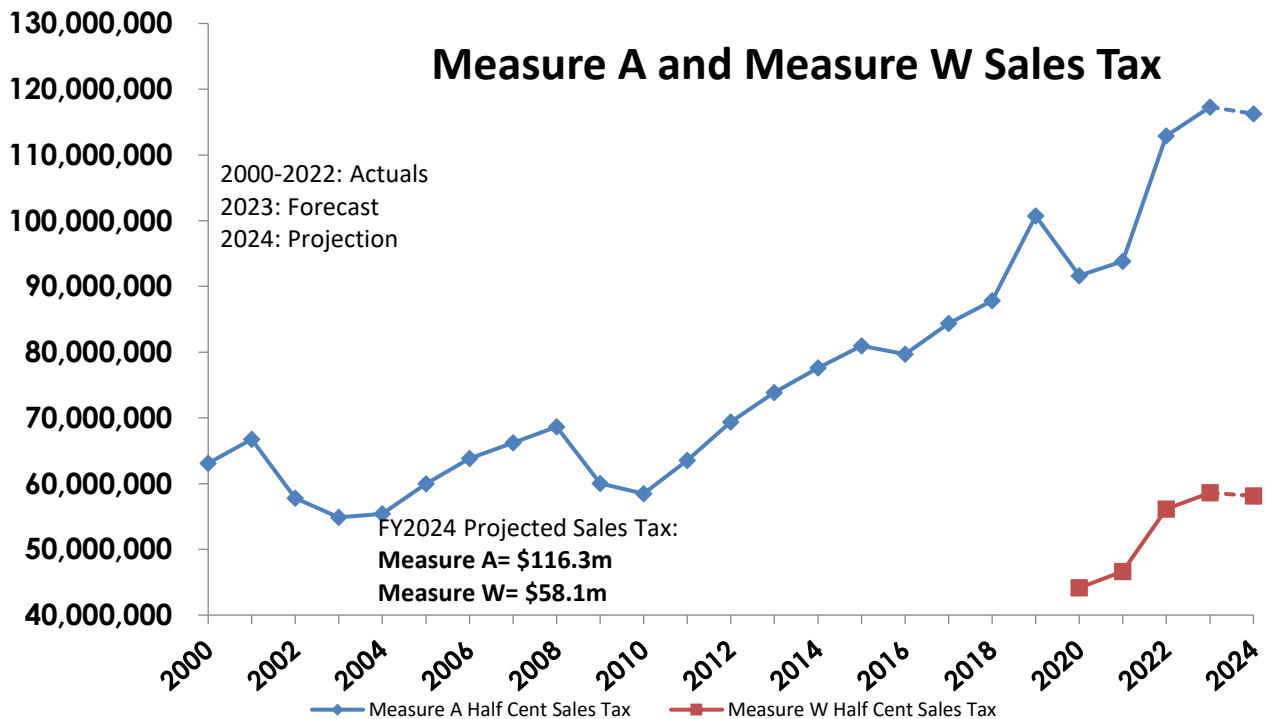
FY2024 Budget Overview

REVENUES:

Sales Tax: (Attachment A, lines 1 and 3) San Mateo County Ordinance No. 04223, which authorized the TA to extend its Measure A half-cent Retail Transactions and Use Tax for an additional 25 years beginning January 1, 2009 and ending December 31, 2033, was approved by the voters in November 2004 as a new Measure A. San Mateo County Transit District Ordinance No. 105, approved by the voters as Measure W in November 2018, created an additional half-cent Retail Transactions and Use Tax for 30 years beginning July 1, 2019 and ending June 30, 2049, and authorized the TA to administer 50% of the Measure W tax revenues.

The projected sales tax for both Measures A and W in FY23 are coming in higher than budgeted at \$175.9 million (\$117.3 million for Measure A, \$58.6 million for Measure W). However, in FY24, sales tax receipts are expected to come in lower than FY23. FY24 assumes a mild recession with higher cost of utilities, food, and other necessities that will limit dollars available for discretionary and non-essential purchases. Total sales tax receipt revenues for FY24 are projected at \$174.4 million (\$116.3 million for Measure A; \$58.1 million for Measure W).

From a year over year budget comparison, FY24 represents an increase of \$12.0 million (\$8.0 million from Measure A; \$4.0 million from Measure W), or 7.4 percent, from the FY23 revised budget.



Interest Income: (Attachment A, line 5) is income revenue generated from fund balances in the Original and New Measure A and Measure W accounts in the County Investment Pool, the TA’s Investment Portfolio, and Local Agency Investment Fund (LAIF). In FY23, the Federal Reserve increased interest rates to reduce inflation. As a result, the FY23 forecast for interest earnings is projected to be

\$10.6 million. Interest Income for FY24 is estimated at \$12.6 million, an increase of \$2.0 million or 18.6 percent compared to the FY23 Forecast.

Rental Income: (Attachment A, line 7) is generated from properties the TA owns and leases. Rental Income for FY24 is projected at \$1.3 million, an increase of \$0.06 million, or 5.2 percent over the FY23 revised budget, due primarily to Consumer Price Index (CPI) increases in rents and other rent adjustments.

Credit Enhancement Fee – SMCEL-JPA (Attachment A, line 9) is budgeted at \$0.4 million. This is an annual fee that the TA charges the San Mateo County Express Lanes Joint Powers Authority (SMCEL-JPA) for the TA's \$100 million bond issuance in 2020 for capital, finance and support costs associated with the US 101 Express Lanes Project. This fee compensates the TA for risk and efforts associated with the issuance and maintenance of the bond. The Credit Enhancement Fee is charged on the outstanding balance of the loan at an annual rate of 0.4 percent. However, in any fiscal year in which the Capital Loan balance is reduced by at least \$5 million, the TA will use 0.15 percent of the Credit Enhancement Fee to reduce the outstanding principal on the Capital Loan.

Due From SMCEL-JPA – Bond Interest (Attachment A, line 11 – new line item) is budgeted at \$1.0 million. When the TA issued debt in 2020 on behalf of the SMCEL-JPA to finance construction of the US101 Express Lanes Project, the TA identified and qualified \$6 million as capitalized interest for the first three years of the term of the loan. This capitalized interest allows the interest to be paid from the loan; however, after February 28, 2024, this set aside of capitalized interest may not be used to reimburse the interest costs. The projected \$1 million expense represents interest for the months of March through June 2024, and it is expected that the SMCEL-JPA would reimburse the TA for such expenses.

Due From SMCEL-JPA – Bond Related Debt fees (Attachment A, line 13) is budgeted at \$0.5 million. This line comprises of Bank of America Letter of Credit (LOC) fees, JPMorgan remarketing fees, and S&P Global ratings. It is expected that the SMCEL-JPA would provide funding needed to pay for such expenses.

EXPENDITURES:

Measure A Annual Allocations

Annual Allocations are allocated directly to the recipients without a separate fund programming process. Total Annual Allocations for FY24 are projected at \$33.1 million, an increase of \$2.3 million, or 7.4%, from the FY23 revised budget.

Annual Allocations include projects with FY24 funding requirements as detailed in Attachment B.

- **Allocation to Local Entities** – The FY24 Adopted Budget of \$26.2 million is for the improvement and maintenance of local transportation, including streets and roads for the twenty cities in the County and the unincorporated County.
- **SFO Bart Extension** – The FY24 Adopted Budget of \$2.3 million is a direct allocation to BART. This represents the San Mateo County Transit District's (District) share of financial assistance associated with the existing San Mateo County / SFO Bart extension.
- **Paratransit** – The FY24 Adopted budget of \$4.7 million is to meet the paratransit

needs of the county.

Measure A Categories

Measure A Categories include programs as Alternative Congestion Relief, Dumbarton, Caltrain, Pedestrian and Bicycle Program, Local Shuttle, Streets and Highways, Grade Separation, and the San Mateo County Ferry Service.

Alternative Congestion Relief – The \$1.2 million in the FY24 Adopted Budget represents the full 1% of projected sales tax outlined in the 2004 TEP.

Dumbarton – The FY24 Adopted Budget of \$2.3 million is for station facilities and enhancement for the Dumbarton rail corridor through East Palo Alto, Menlo Park, and Redwood City. This amount will be set aside for potential programming to the Dumbarton Rail Project, which is currently in the pre-environmental review phase and is being managed by the District.

Caltrain – FY24 Measure A revenues expected to be available for expenditure on San Mateo County's share of Caltrain capital improvements. The amount of \$18.6 million represents 16% of Measure A sales tax receipts; this amount will be held in reserves until the three Caltrain member agencies have negotiated the annual contributions to Caltrain. The goal is \$5M per partner agency towards the FY24 Caltrain capital budget.

Pedestrian and Bicycle – The Pedestrian and Bicycle line item for \$3.5 million represents the 3% of sales tax revenues designated for this category in the 2004 TEP. These funds will be used for projects selected through future calls for projects expected in FY25.

Local Shuttle – The \$4.7 million for this line item represents the funds set aside for shuttles expected to receive allocations from the Shuttle Program call for projects expected in FY25.

Streets and Highways – In accordance with the 2004 TEP, the Streets and Highways Program expenditures include funding for key congested corridors in the amount of \$20.1 million, and for supplemental roadway projects in the amount of \$11.9 million. These funds will be made available for projects selected through a call for projects in FY24.

Grade Separation - The \$17.4 million Adopted Budget represented 15% of Measure A sales tax revenues outlined in the 2004 TEP. Funds in the FY24 budget will be available for future allocations based on the Board's adopted Grade Separation Program Guiding Principles.

San Mateo County Ferry Service - \$2.3 million for this line item, or 2% of projected FY24 Measure A sales tax revenues, is available and will be set aside for programming to ferry projects in accordance with the TA Strategic Plan now that all prior commitments have been met.

Measure W Annual Allocations

Annual Allocations are considered as “pass-through,” and are based on the actual revenues received which are then transferred to the Annual Allocations categories. Total Annual Allocations are projected at \$11.6 million and is for the major arterial and local roadway improvements in key congested areas throughout the County.

Measure W Categories

Measure W Categories include programs as Countywide Highway Congestion Improvements, Grade Separation and Congestion Relief Improvement, Bicycle and Pedestrian Improvement, and Regional Transit Connections.

Countywide Highway Congestion Improvements – The \$25.7 million in the FY24 Adopted Budget is the full 22.5% of projected sales tax outlined in Measure W. Of the \$25.7 million, \$1.0 million, or 4% of the Measure W Countywide Highway category will be allocated to the Transportation Demand Management (TDM) plan.

Grade Separation and Congestion Relief Improvement – The FY24 Adopted Budget of \$2.9 million is the full 2.5% identified in the Congestion Relief Plan in Measure W.

Pedestrian and Bicycle Improvements – The Bicycle and Pedestrian line item for \$5.7 million in the FY24 Adopted Budget represents the full 5% of sales tax revenues designated for this category in Measure W. These funds will be used for projects selected through the next call for projects expected in FY25.

Regional Transit Connection – The FY24 Adopted Budget of \$11.5 million is the full 10% set aside in the Measure W Congestion Relief Plan in Measure W. These funds will be used for projects that improve transit connectivity between the County and the region.

Measure A - Oversight

Oversight costs include staff and consultant costs to support project management, monitoring of projects, calls for projects, and administration of the policies and procedures for implementation of Measure A. These expenditures will be funded from interest earned on the investment of fund balances. The oversight category contains \$2.5 million for TA costs associated with implementing the various TEP categories. There is an increase in Oversight of \$0.3 million when compared to the FY23 revised budget. This increase is due to additional project management needed to support the TA-lead programs.

Measure W Categories – Oversight and Staff Support

The FY24 Adopted budget for this line is \$0.7 million. This line item comprises of Oversight and Staff Support for administering the Measure W categories. Oversight costs include direct TA staff and consultant costs to support programming and monitoring of projects, calls for projects, and administration of the policies and procedures of the TA’s portion of Measure W. These expenditures will be funded by allocating 1.5 percent of the sales tax revenue from Measure W before funding is allocated to the categories. This is an increase of \$0.2 million when compared to FY23 revised budget. This increase is primarily due to additional program management needed to support the TA-led Measure W programs.

SMCEL-JPA Bond Interest

The FY24 Adopted budget for this line is \$1.0 million. When the TA issued debt in 2020 on behalf of the SMCEL-JPA to finance construction of the US101 Express Lanes Project, the TA identified and qualified \$6 million as capitalized interest for the first three years of the term of the loan. This capitalized interest may no longer be available after February 28, 2024. The projected \$1 million expense represents interest for the months of March through June 2024, and it is expected that SMCEL-JPA would reimburse the TA, as discussed above.

SMCEL-JPA Bond Related Debt Fees

The FY24 Adopted budget for this line is \$0.5 million. This line item comprises of Bank of America letter of credit fees, JPMorgan remarketing fees, and S&P Global ratings. This expense is expected to be reimbursed by the SMCEL-JPA, as discussed above. There is an increase of \$432,500 from FY23 revised budget. The increase is primarily due to the Bank of America Letter of Credit (LOC) fees. This item also was not listed separately in the FY23 budget.

ADMINISTRATIVE COSTS:

Staff Support: Staff Support includes wages and benefits for District staff that administers the TA. The FY24 Proposed Budget for this line is \$1.7 million. A majority of the \$1.7 million budget will be funded by the 1.0 percent of the FY24 Measure A sales tax category designated for staff support; the remainder will be funded from previous years' surpluses in this category. The increase of \$0.2 million compared to the FY23 revised budget is primarily due to universal wage and benefit increases, offset by a reduction in staff time charged to the TA and the implementation of a vacancy factor.

Professional Services: The FY24 Adopted Budget for this line is \$0.6 million. This line item is comprised of \$0.2 million in legal services, \$0.1 million in legislative advocacy services, \$0.1 million in consultants and annual audit services and \$0.2 million in other contracted services. There is an increase of \$60,750 or 12.0 percent compared to the FY23 revised budget. This increase is due to additional commissions to the TA's sales tax consultant, financial advisor fees and costs for public relations support and a strategic communication program.

Insurance Premiums: The FY24 Adopted Budget for this line is \$0.4 million to cover the general liability and public officials' liability for the TA. The FY24 Adopted Budget assumes a 10 percent annual increase on premiums.

Bank and Investment Fees: The FY24 Adopted Budget for this line is \$0.2 million. This line item is comprised of bank fees, fiscal agent fees, custody fees and investment fees. There is an increase in expenditures of \$12,500, or 5.3 percent, compared to the FY23 revised budget. The increase is primarily due to the investment fees.

Other Misc. Admin Expenses: Other Misc. Admin Expenses are budgeted at \$0.4 million for FY24. This line is comprised of Board of Directors members' compensation, dues and subscriptions, seminars and training, business travel, office supplies, printing and information services, software maintenance and licensing, administrative overhead, and other miscellaneous employee-related costs. There is a cost decrease of \$31,460 compared to the FY23 revised budget. This reduction is primarily due to a one-time recruitment cost incurred in FY23.

Total Administrative: Total administrative expenditures for FY24 are projected at \$3.4 million, or 7.6 percent more than the FY23 revised budget. This amount is the total of Attachment A lines 41 to 45.

Long-Term Debt

Capital and Debt Issuance

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

The 2020 SMCTA Subordinate Sales Tax Revenue Variable Rate Demand Bonds are limited obligations of the Transportation Authority and are payable from sales tax revenues generated by Measure A and Measure W.

Composition and Changes

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

Long-term debt activity for the year ended June 30, 2022 is as follows (in thousands):

(in thousands)	Balance at July 1, 2021	Additions	Retirements	Balance June 30, 2022	Current Portion
2020 Sales Tax Variable Rate Debt	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -
Total long-term debt	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -

Debt Service Requirements to Maturity

Debt Service requirements as of June 30, 2022 are as follows (in thousands):

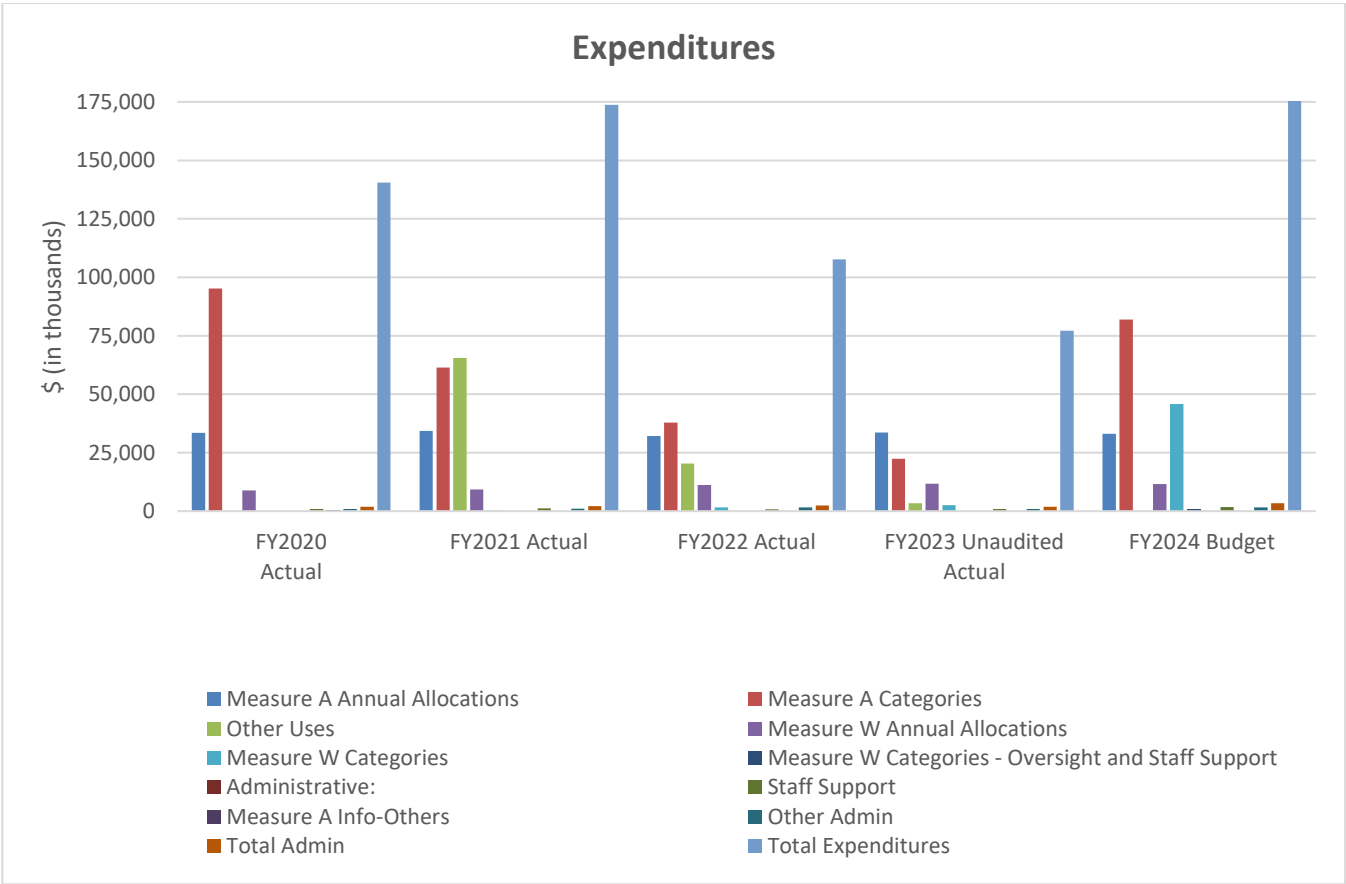
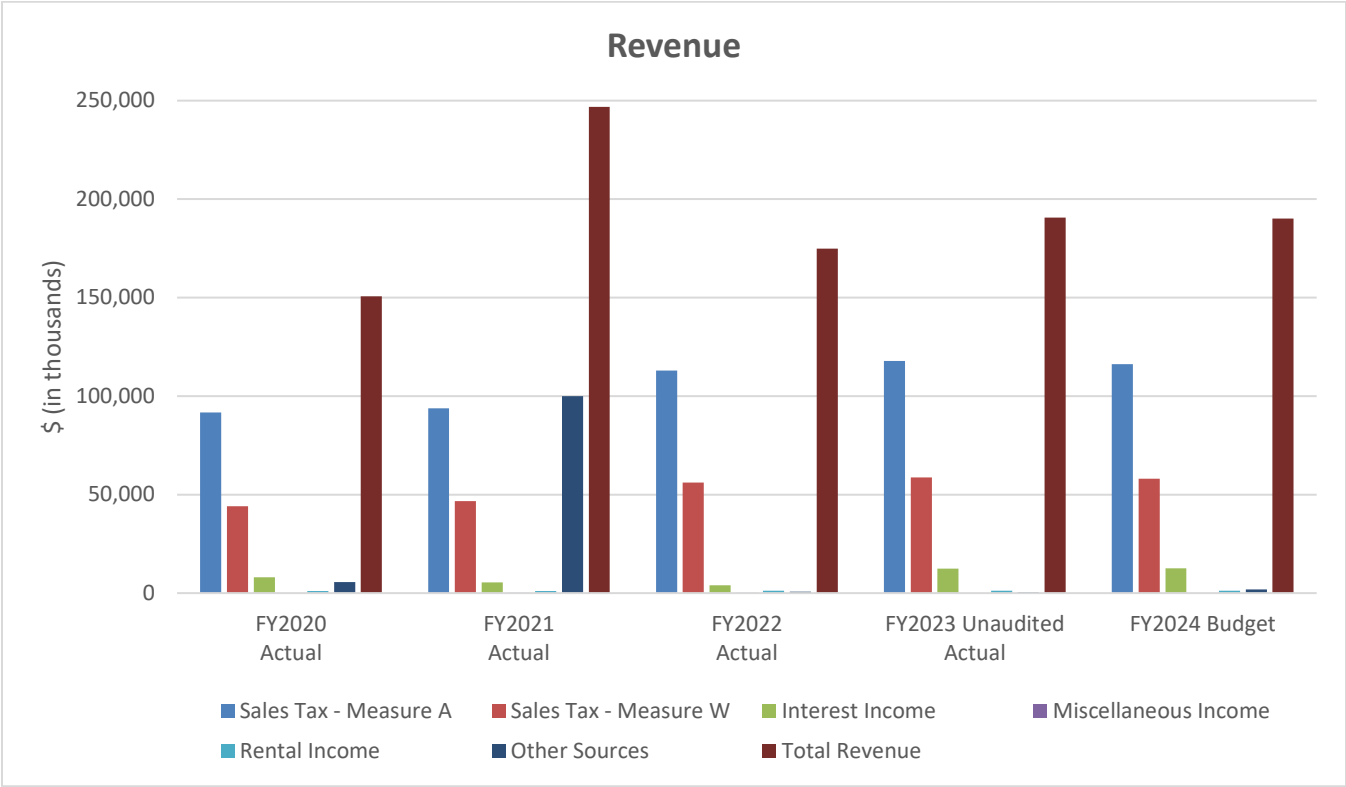
Year Ending June 30: (in thousands)	Principal	Interest	Total
2023	\$ -	\$ 2,000	\$ 2,000
2024	-	2,000	2,000
2025	-	2,000	2,000
2026	-	2,000	2,000
2027	5,000	2,000	7,000
2028-2032	20,000	9,000	29,000
2033-2037	24,380	6,276	30,656
2038-2042	19,640	4,292	23,932
2043-2047	21,690	2,247	23,937
2048-2049	9,290	280	9,570
Total	\$ 100,000	\$ 32,095	\$ 132,095

*FY23 audited actuals are not yet available at the time of the preparation of this budget book

5 Year Consolidated & Fund Financial Schedules

San Mateo County Transportation Authority FY2020 through FY2024

	FY2023				
	FY2020	FY2021	FY2022	Unaudited	FY2024
REVENUES (in thousand)	Actual	Actual	Actual	Actual	Budget
Sales Tax - Measure A	91,642	93,832	112,900	117,920	116,264
Sales Tax - Measure W	44,151	46,621	56,124	58,706	58,132
Interest Income	8,107	5,382	4,005	12,489	12,607
Miscellaneous Income		10	2	-	-
Rental Income	1,051	1,029	1,140	1,189	1,261
Other Sources	5,672	100,000	732	400	1,920
Total Revenue	\$150,623	\$246,874	\$174,903	\$190,704	\$190,184
	FY2023				
	FY2020	FY2021	FY2022	Unaudited	FY2024
EXPENDITURES (in thousand)	Actual	Actual	Actual	Actual	Budget
Measure A Annual Allocations	33,449	34,249	32,176	33,579	33,135
Measure A Categories	95,232	61,389	37,927	22,458	81,966
Other Uses		65,518	20,385	3,338	-
Measure W Annual Allocations	8,830	9,324	11,225	11,741	11,626
Measure W Categories	14	208	1,646	2,507	45,808
Measure A Oversight	1,101	895	1,827	1,537	2,500
Measure W Categories - Oversight and Staff Support	-	-	-	-	698
SMCEI-JPA Bond Interest and Bond Related Debt Fees	-	-	-	-	1,520
Administrative:					
Staff Support	952	1,211	744	980	1,708
Measure A Info-Others	8	-	-	-	-
Other Admin	884	1,000	1,661	954	1,644
Total Admin	1,844	2,211	2,405	1,934	3,352
Total Expenditures	\$140,470	\$173,794	\$107,591	\$77,094	\$180,605
Excess / (Deficit)	\$10,153	\$73,080	\$67,312	\$113,610	\$9,579
Beginning Fund Balance	387,232	433,842	506,922	574,234	687,844
Excess / (Deficit)	10,153	73,080	67,312	113,610	9,579
Total Ending Fund Balance	\$397,385	\$506,922	\$574,234	\$687,844	\$697,423



Strategic Plan

The Measure W CRP, otherwise known as the San Mateo County Congestion Relief Plan, also requires the TA to prepare a Strategic Plan with broad-based public outreach. The TA Strategic Plan for the year 2020-2024 that was completed in November 2019 represents an important milestone in the use of voter-approved funds to implement transportation projects and programs in San Mateo County. It provides a five-year plan identifying the policies, procedures, and methods for administering the expenditure of the funds generated by Measure A and 50 percent of funds generated by Measure W Congestion Relief Plan. Measure W is guided by Core Principles while Measure A's foundation is its Vision and Goals. It is the initial strategic plan providing guidance for all Measure W program categories except for County Public Transportation Systems, which will be administered by the San Mateo County Transit District (SamTrans).

The purpose of the 2020-2024 Strategic Plan is to provide policy guidance for the implementation of Measure A and Measure W transportation sales tax programs that the TA is tasked with administering. This Plan provides:

- A description and the results of the robust public communication and outreach effort that was conducted during its preparation.
- The policy framework for program implementation, including:
 - Evaluation criteria/prioritization for project selection
 - Processes to initiate projects
 - Options for how the TA can become more proactive with project development and implementation
 - Initiatives to support additional project and program implementation efforts.

Long-range Financial Plans

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

Projections are assumed the following:

Revenue

- Measure A sales tax projected at 1 percent increase in FY25 and 2 percent increase in FY26
- Measure W sales tax is 50% of the Measure A sales tax
- Interest Income is projected at 5 percent decrease annually as interest rates calming down
- Rental income is projected at 3 percent annual increase due to Consumer Price Index (CPI)
- Credit Enhancement Fee and Due from - SMCEL-JPA will remain flat in FY25 and FY26

Expense

- Measure A Annual Allocation and Categories are based on Transportation Expenditure Plan of the sales tax projected

- Measure W Annual Allocation and Categories are based on Congestion Relief Plan of the sales tax projected
 - Measure W Categories – includes Oversight & Staff Support calculation
- Measure A Oversight will remain flat in FY25 and FY26
- SMCEL-JPA Bond Interest will remain flat in FY25 and FY26
- Admin Support projected at 3 percent increase annually

Revenue (in millions)	FY24 Adopted Budget	FY25 Projection	FY26 Projection
Measure A	\$116.26	\$117.57	\$119.92
Measure W	58.13	58.78	59.96
Interest Income	12.61	11.98	11.38
Rental Income	1.26	1.30	1.33
Credit Enhancement Fee- SMCELJPA	0.40	0.40	0.40
Due from SMCEL-JPA- Bond Interest/Debt Fees	1.52	1.52	1.52
Total	\$190.18	\$191.55	\$194.51

Expense (in millions)	FY24 Adopted Budget	FY25 Projection	FY26 Projection
Measure A Annual Allocations	\$33.13	\$33.51	\$34.18
Measure A Categories	81.97	82.89	84.54
Measure W Annual Allocations	11.63	11.76	11.99
Measure W Categories	45.81	46.32	47.25
Measure A - Oversight	2.50	2.50	2.50
Measure W Categories – Oversight & Staff Support	0.70	0.71	0.72
SMCEL-JPA Bond Interest/Debt Fees	1.52	1.52	1.52
Admin Support	3.35	3.45	3.56
Total	\$180.61	\$182.65	\$186.26
Surplus/Deficit	\$9.58	\$8.90	\$8.26

SECTION 5 - DIVISIONS AND COST CENTER BUDGETS

San Mateo County Transportation Authority FY24 Full-Time Equivalents (FTEs) Personnel Summary by Division

Division	FY22	FY23	FY24
People & Culture Group	0.13	0.18	0.10
Information Technology	-	0.90	-
Communications	2.75	4.07	3.50
Executive	0.35	0.45	0.45
Finance	3.24	2.97	3.02
Planning and Development	4.58	4.64	2.68
Transportation Authority	5.53	6.30	8.17
Rail	0.07	0.11	-
Grand Total	16.65	19.62	17.92

People & Culture Group Division

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

OVERALL FUNCTION:

- Human Resources is responsible for recruiting and hiring activities, employee training, development, and on-boarding, employee events, awards, and recognitions, collective bargaining agreement and mandated grievance and arbitration hearings, and workers compensation administration.
- Civil Rights is responsible for managing all aspects of Disadvantaged Business Enterprise (DBE) requirements by providing small businesses owned and controlled by socially and economically disadvantaged individuals a fair opportunity to compete for federally funded transportation contracts.

Objective	Performance Measurement	FY22 Actual	FY23 Actual	FY24 Target
Strengthen recruitment process and employee retention	Conduct compensation study	n/a	35%	100%
	Develop and implement new probationary system for administrative staff	n/a	35%	100%



PEOPLE AND CULTURE GROUP DIVISION – FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Civil Rights Administrator	-	0.05	-
Civil Rights Analyst	0.05	0.05	-
DBE Administrator	0.08	0.08	-
Internal Comm and EE Admin	-	-	0.10
Grand Total	0.13	0.18	0.10

*Civil Rights Positions not supporting TA

FY2024 People & Culture Group Division Adopted Budget

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	-	9,839	9,905	66	1%
512000	Fringe Benefits	-	3,697	5,696	1,999	54%
521040	Recruitment	-	54,000	-	(54,000)	-100%
Grand Total		-	67,536	15,601	(51,935)	-77%

*Recruitment budget of \$54,000 was a one-time item in FY23

**PEOPLE AND CULTURE GROUP DIVISION – HUMAN RESOURCES
COST CENTER 060100**

- Human Resources is responsible for all aspects of staffing, employee development, and training.

Human Resources – FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Internal Comm and EE Admin	-	-	0.10
Grand Total	0.13	0.18	0.10

FY24 Adopted Budget (060100)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	-	-	9,905	9,905	100%
512000	Fringe Benefits	-	-	5,696	5,696	100%
521040	Recruitment	-	54,000	-	(54,000)	-100%
Grand Total		-	54,000	15,601	(38,399)	-71%

PEOPLE AND CULTURE GROUP DIVISION – CIVIL RIGHTS
COST CENTER 060500

- This cost center is responsible for managing all aspects of The Disadvantaged Business Enterprise (DBE) requirements as set forth in 49 Code of Federal Regulations, Part 26. In addition, this cost center is responsible for administering Diversity, Equity, and Inclusion programming including the Employee Resource Group Program.

Civil Rights – FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Civil Rights Administrator	-	0.05	-
Civil Rights Analyst	0.05	0.05	-
DBE Administrator	0.08	0.08	-
Grand Total	0.13	0.18	-

FY24 Adopted Budget (060500)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	-	9,839	-	(9,839)	-100%
512000	Fringe Benefits	-	3,697	-	(3,697)	-100%
Grand Total		-	13,536	-	(13,536)	-100%

Information Technology Division

The Information Technology Division manages software and hardware maintenance, upgrades and replacement, provides user support and training, and maintains data integrity.

Objective	Performance Measurement	FY22 Actual	FY23 Actual	FY24 Target
Maintain and upgrade IT applications, infrastructure, and Cybersecurity programs	Rollout new SharePoint System	20%	60%	100%
	Retire all legacy servers and move to Cloud	15%	45%	75%
	Update cybersecurity monitoring tools to industry standards	30%	40%	75%
	Implement a database that contain the 101 Express lanes metrics	10%	n/a	n/a
Assist TA staff with more effective grant management and monitoring processes	Implement Grant Management Software	n/a	n/a	100%

INFORMATION TECHNOLOGY DIVISION – IT & TELECOMMUNICATIONS COST CENTER 060300

- This cost center provides technology support for the district. In addition, IT maintains software and infrastructure and provides helpdesk to support users in the district.

IT & Telecommunications – FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
IT Application Architect/Project Manager	-	0.20	-
Network Administrator II	-	0.10	-
Senior Network Engineer	-	0.20	-
Senior Systems Engineer	-	0.20	-
Senior Systems Software Analyst	-	0.20	-
Grand Total	-	0.90	-

FY2024 Adopted Budget (060300)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	4,233	115,396	-	(115,396)	-100%
512000	Fringe Benefits	1,790	43,355	-	(43,355)	-100%
Grand Total		6,023	158,751	-	(158,751)	-100%

*IT cost center personnel and expenses will be allocated from the District Agency Indirect Administration (AIA)

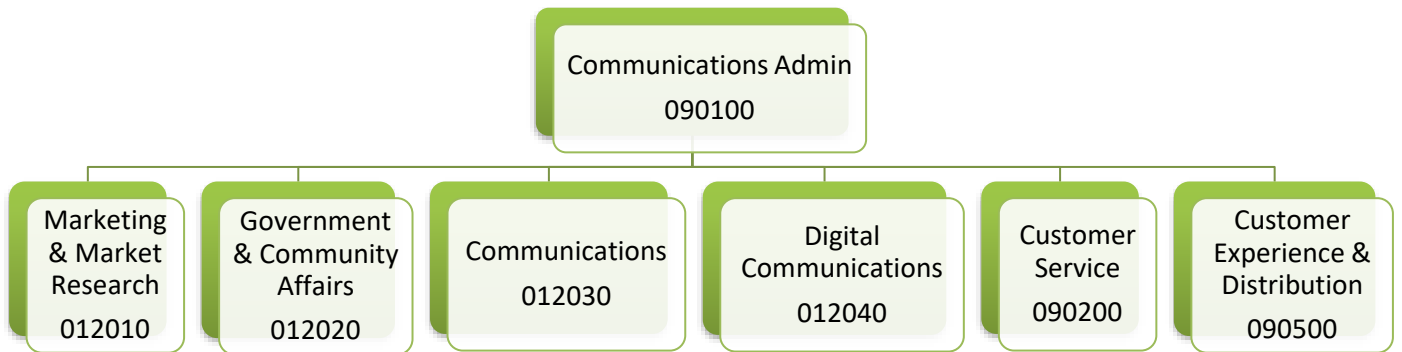
Communications Division

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

OVERALL FUNCTION:

- Marketing is responsible for determining impact of social media on fare changes, and community relations in project implementations.
- Government and Community Affairs oversees communication efforts to federal, state, regional and local elected officials, outreach efforts to get communities engaged, and to communities that are interested or impacted by agency's projects and programs.
- Public Relations is responsible for public relations functions including media relations, producing printed and electronic materials, social media buys, and project management of special events, such as news conferences, ground breakings, ribbon cuttings, and large-scale community events.
- Web and Creative Services supports design and print production of information materials.
- Customer Service is responsible for supporting the riding public and the communities serviced on matters related to ticket sales, outreach events, and social media responses.
- Customer Experience and Distribution Services create materials and messages to notify customers of service changes, manage and maintain postage, printing, and delivery contracts.

Objective	Performance Measurement	FY22 Actual	FY23 Actual	FY24 Target
Promote, educate and engage the public and community members on key TA priorities, capital projects, plans and programs.	Conduct public meetings; broad outreach campaigns	n/a	n/a	80%
Use and track meaningful data to inform and evaluate our communication decisions.	Customer survey datapoints (CX); ROI (Marketing); evaluation metrics (Digital Comms); Earned media metrics (Media Relations)	n/a	n/a	80%



COMMUNICATION DIVISION – FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Contract Administrator	-	0.05	-
Deputy Chief, Communications	-	0.15	-
Designer	0.05	0.03	0.05
Digital Communications Specialist	-	-	0.25
Director, Customer Experience	0.05	-	-
Director, Government and Community Affairs	0.18	0.26	0.30
Director, Marketing and Market Research	0.05	0.05	0.05
Distribution Clerk	0.35	0.20	-
Government and Community Affairs Officers	-	0.05	0.95
Government and Community Relations Coordinator	0.60	0.49	-
Graphic Specialist	-	0.05	0.20
Internal Comm Specialist	-	0.10	-
Manager, Communications	0.15	0.10	0.15
Manager, Creative Services	-	0.45	0.05
Manager, Customer Service	-	-	0.05
Manager, Digital Communications	0.10	0.05	0.10
Manager, Government and Community Affairs	0.18	0.53	0.45
Manager, Market Research & Development	-	0.05	-
Manager, Marketing Outreach	0.05	0.03	-
Market Research & Development Analyst	0.05	0.05	0.10
Market Research Specialist	-	0.05	-
Marketing Promotions Specialist	0.05	0.05	0.05
Multi-Media Specialist	0.04	0.05	-
Project Coordinator	-	-	0.15
Public Affairs Specialist	0.70	0.99	0.10
Public Information Officer	-	-	0.20
Social Media Specialist	0.05	0.10	-
Web Developer	0.10	0.15	0.15
Web Developer III	-	-	0.15
Grand Total	2.75	4.07	3.50

FY2024 Communications Division Adopted Budget

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	137,562	374,561	370,901	(3,660)	-1%
511210	Over Time Wages	62	-	-	-	-
512000	Fringe Benefits	57,909	140,724	213,281	72,557	52%
521010	Dues and Subscriptions	14,808	19,358	19,358	-	0%
522010	Seminar and Training	-	2,000	2,000	-	0%
522030	Business Travel	-	12,000	16,000	4,000	33%
523010	Office Supplies	-	500	500	-	0%
523020	Postage	553	2,000	2,000	-	0%
523021	Postage Overnight	-	500	500	-	0%
523050	Printing and Information Svcs	-	11,500	15,000	3,500	30%
525030	Legislative Advocate	121,200	130,000	130,000	-	0%
525090	Other Contract Services	-	20,000	50,000	30,000	150%
Grand Total		332,094	713,143	819,540	106,397	15%

*Increase in Fringe Benefit rate for FY24; Increase in Other Contract Services for new RFP for Public Relations/Strategic Communications.

COMMUNICATIONS DIVISION – COMMUNICATIONS ADMINISTRATION
COST CENTER 090100

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

Communications Administration – FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Deputy Chief, Communications	-	0.15	-
Project Coordinator	-	-	0.15
Grand Total	-	0.15	0.15

FY24 Adopted Budget (090100)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	-	34,928	14,857	(20,071)	-57%
512000	Fringe Benefits	-	13,122	8,543	(4,579)	-35%
521010	Dues and Subscriptions	1,666	700	700	-	0%
Grand Total		1,666	48,750	24,100	(24,650)	-51%

COMMUNICATIONS DIVISION – CUSTOMER SERVICE
COST CENTER 090200

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

Customer Service – FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Director, Customer Experience	0.05	-	-
Manager, Customer Service	-	-	0.05
Public Affairs Specialist	-	0.10	-
Grand Total	0.05	0.10	-

FY24 Adopted Budget (090200)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	-	8,604	6,061	(2,543)	-30%
512000	Fringe Benefits	-	3,232	3,486	254	8%
Grand Total		-	11,836	9,547	(2,289)	-19%

COMMUNICATIONS DIVISION – CUSTOMER EXPERIENCE AND DISTRIBUTION SERVICES
COST CENTER 090500

- Customer Experience and Distribution Services creates materials and messaging to notify existing customers of service changes. Postage, printing and delivery contracts are managed and maintained for District mail services.

Customer Experience and Distribution Services – FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Distribution Clerk	0.35	0.20	-
Grand Total	0.35	0.20	-

FY24 Adopted Budget (090500)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	6,271	11,382	-	(11,382)	-100%
512000	Fringe Benefits	2,652	4,277	-	(4,277)	-100%
523020	Postage	553	2,000	2,000	-	0%
523021	Postage Overnight	-	500	500	-	0%
Grand Total		9,476	18,159	2,500	(15,659)	-86%

COMMUNICATIONS DIVISION – MARKETING & MARKET RESEARCH
COST CENTER 012010

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

Marketing & Market Research – FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Contract Administrator	-	0.05	-
Designer	0.05	0.03	0.05
Director, Marketing and Market Research	0.05	0.05	0.05
Graphic Specialist	-	0.05	0.20
Manager, Creative Services	-	0.45	0.05
Manager, Market Research & Development	-	0.05	-
Manager, Marketing Outreach	0.05	0.03	-
Market Research & Development Analyst	0.05	0.05	0.10
Marketing Promotions Specialist	0.05	0.05	0.05
Grand Total	0.25	0.80	0.55

FY24 Adopted Budget (012010)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	11,304	100,438	41,421	(59,017)	-59%
512000	Fringe Benefits	4,768	37,736	23,821	(13,915)	-37%
Grand Total		16,072	138,174	65,242	(72,932)	-53%

COMMUNICATIONS DIVISION – GOVERNMENT AND COMMUNITY AFFAIRS
COST CENTER 012020

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

Government and Community Affairs - FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Director, Government and Community Affairs	0.18	0.26	0.30
Government and Community Affairs Officers	-	0.05	0.95
Government and Community Relations Coordinator	0.60	0.49	-
Manager, Government and Community Affairs	0.18	0.53	0.45
Public Affairs Specialist	0.40	0.69	-
Grand Total	1.36	2.02	1.70

FY24 Adopted Budget (012020)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	112,073	146,761	207,601	60,840	41%
512000	Fringe Benefits	47,189	55,139	119,376	64,237	117%
521010	Dues and Subscriptions	13,142	18,658	18,658	-	0%
522010	Seminar and Training	-	2,000	2,000	-	0%
522030	Business Travel	-	11,000	15,000	4,000	36%
523050	Printing and Information Svcs	-	6,500	10,000	3,500	54%
525030	Legislative Advocate	121,200	130,000	130,000	-	0%
Grand Total		293,604	370,058	502,635	132,577	36%

COMMUNICATIONS DIVISION – COMMUNICATIONS
COST CENTER 012030

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

Communications - FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Internal Comm Specialist	-	0.10	-
Manager, Communications	0.15	0.10	0.15
Public Affairs Specialist	0.30	0.20	0.10
Public Information Officer	-	-	0.20
Grand Total	0.45	0.40	0.45

FY24 Adopted Budget (012030)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	8,633	37,050	46,404	9,354	25%
512000	Fringe Benefits	3,622	13,920	26,684	12,764	92%
522030	Business Travel	-	1,000	1,000	-	0%
523010	Office Supplies	-	500	500	-	0%
523050	Printing and Information Svcs	-	5,000	5,000	-	0%
525090	Contract Services	-	20,000	50,000	30,000	150%
Grand Total		12,255	77,470	129,588	52,118	67%

COMMUNICATIONS DIVISION – DIGITAL COMMUNICATIONS
COST CENTER 012040

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

Digital Communications – FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Digital Communications Specialist	-	-	0.25
Manager, Digital Communications	0.10	0.05	0.10
Multi-Media Specialist	0.04	0.05	-
Social Media Specialist	0.05	0.10	-
Web Developer	0.10	0.15	0.15
Web Developer III	-	-	0.15
Grand Total	0.29	0.40	0.65

FY24 Adopted Budget (012040)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	(656)	35,398	54,557	19,159	54%
512000	Fringe Benefits	(321)	13,298	31,371	18,073	136%
Grand Total		(977)	48,696	85,928	37,232	76%

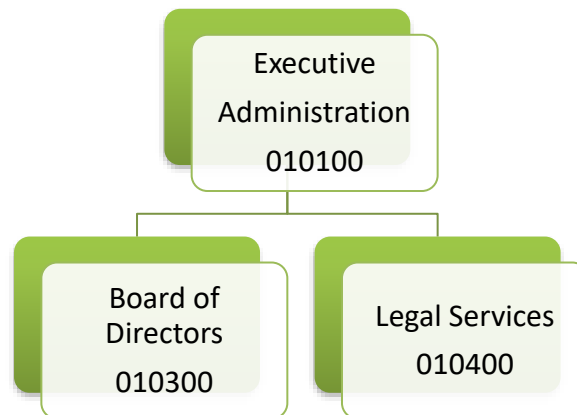
Executive Division

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

OVERALL FUNCTION:

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

Objective	Performance Measurement	FY22 Actual	FY23 Actual	FY24 Target
Provide efficient agenda management of staff reports	Implement OnBase agenda management system	70%	100%	n/a



EXECUTIVE DIVISION – FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Assistant District Secretary	0.35	0.35	0.35
Deputy District Secretary	-	0.10	0.10
Grand Total	0.35	0.45	0.45

FY2024 Executive Division Adopted Budget

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	15,950	21,745	25,694	3,949	18%
511130	Regular Wage Special Progm	-	25,000	-	(25,000)	-100%
511500	Board of Directors Compensation	9,389	9,000	9,000	-	0%
512000	Fringe Benefits	6,676	7,983	11,168	3,185	40%
522010	Seminar and Training	-	2,500	2,500	-	0%
522030	Business Travel	-	2,310	2,310	-	0%
523090	Legal Advertising	101	400	400	-	0%
525010	Legal Services	147,017	170,000	170,000	-	0%
525050	Consultant-Offsite	-	25,000	15,000	(10,000)	-40%
525090	Other Contract Services	-	10,000	-	(10,000)	-100%
530090	Miscellaneous	-	1,200	1,270	70	6%
Grand Total		179,133	275,138	237,342	(37,796)	-14%

EXECUTIVE DIVISION – EXECUTIVE ADMINISTRATION

COST CENTER 010100

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

Executive Administration - FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Assistant District Secretary	0.35	0.35	0.35
Deputy District Secretary	-	0.10	0.10
Grand Total	0.35	0.45	0.45

FY24 Adopted Budget (010100)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	15,950	21,745	25,694	3,949	18%
511130	Regular Wage Special Progm	-	25,000	-	(25,000)	-100%
512000	Fringe Benefits	6,676	7,983	11,168	3,185	40%
522010	Seminar and Training	-	500	500	-	0%
522030	Business Travel	-	2,310	2,310	-	0%
523090	Legal Advertising	101	400	400	-	0%
525050	Consultant-Offsite	-	15,000	15,000	-	0%
530090	Miscellaneous	-	600	600	-	0%
Grand Total		22,727	73,538	55,672	(17,866)	-24%

EXECUTIVE DIVISION – BOARD OF DIRECTORS

COST CENTER 010300

-Board of Directors - stipends and board related expenses.

FY24 Adopted Budget (010300)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511500	BOD Compensation	9,389	9,000	9,000	-	0%
522010	Seminar and Training	-	2,000	2,000	-	0%
525050	Consultant-Offsite	-	10,000	-	(10,000)	-100%
525090	Other Contract Services	-	10,000	-	(10,000)	-100%
530090	Miscellaneous	-	600	670	70	12%
Grand Total		9,389	31,600	11,670	(19,930)	-63%

EXECUTIVE DIVISION – EXECUTIVE-LEGAL SERVICES

COST CENTER 010400

-Legal fees - general, litigation, operating projects.

FY24 Adopted Budget (010400)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
525010	Legal Services	147,017	170,000	170,000	-	0%
Grand Total		147,017	170,000	170,000	-	0%

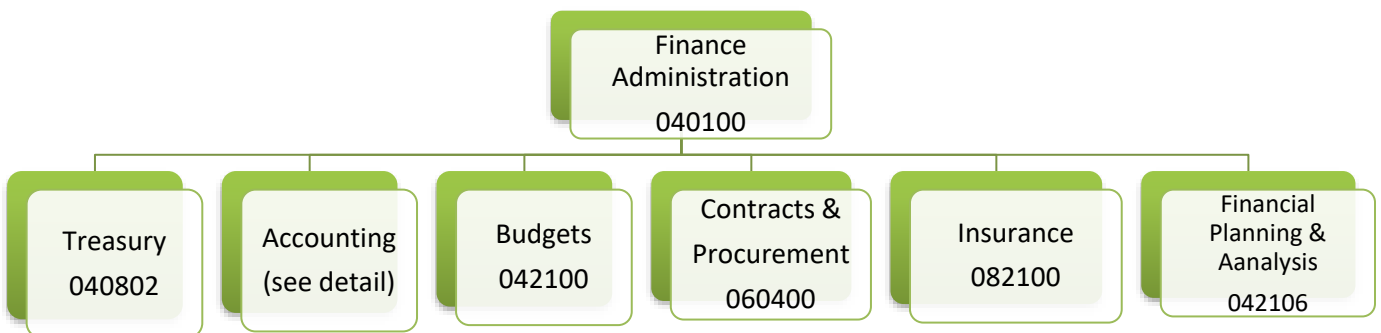
Finance Division

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

OVERALL FUNCTION:

- Treasury is responsible for short-term liquidity and revenue recognition, debt service management, banking and investments, sales tax, and operating accounts receivables.
- Financial Planning and Analysis performs forecasting and analysis supporting major executive decisions that drive strategic initiatives.
- Insurance manages insurance coverage needs, claims, reporting, and litigation.
- Budgets is responsible for leading and overseeing the development, implementation, and management of the annual capital and operating budgets. It consolidates, analyzes, and presents the annual capital and operating budgets to the Executive Team, the Finance Committee, the Board, and the Citizens Advisory Committee (CAC). Budgets supports cost center and project managers in day-to-day budget issues and tracking of budgets.
- Accounting produces the Annual Comprehensive Financial Report, the Annual State Controllers Report, and the Annual National Transit Database Report. This department oversees the general ledger, accounts payable, capital grants accounting, and fixed assets and financial reporting. It also participates in the annual audit for all four agencies.
- Contracts & Procurement obtains goods, services, materials, and equipment in a transparent manner. The department's mission is to provide professional procurement and contract management services using efficient and innovative processes that result in continuous improvement and customer satisfaction, while maintaining public trust.

Objective	Performance Measurement	FY22 Actual	FY23 Actual	FY24 Target
Provide more transparency of District's operations, financial information, and offering strategies for performance improvements	Add Key Performance Indicators (KPIs) to Business Intelligence software to increase metrics available for reporting	1	3	4
	Implement new cash management software	n/a	30%	60%
	Improve procurement cycle time	n/a	n/a	5% reduction
	Develop a Strategic Procurement Plan	n/a	0%	start
Modernize Financial Systems	Assess Enterprise Performance Management System	n/a	100%	n/a
	Selection and procurement of Enterprise Performance Management system	n/a	n/a	100%
	Implementation of Enterprise Management system	n/a	n/a	25%
Provide Efficient Financial Reporting	Accurate, Timely, and Accessible Reporting on Actuals/Forecast	n/a	n/a	50%



Note: While the Organization Chart above depicts the division structure that may be supported by all three agencies (San Mateo Transit District, Peninsula Corridor Joint Powers Board and The San Mateo County Transportation Authority), the following detail relates only to Transportation Authority.

FINANCE DIVISION – FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Accountant II	0.70	-	1.10
Accountant III	0.35	0.35	0.45
Budget Analyst III	1.00	0.80	0.35
Claims Specialist	0.02	-	-
Insurance and Claims Administrator	0.02	0.02	0.02
Manager, Budgets	0.40	-	0.15
Procurement Administrator I	-	0.20	0.15
Procurement Administrator II	0.50	0.35	0.55
Procurement Administrator III	0.25	0.25	0.25
Grand Total	3.24	2.97	3.02

FY2024 Finance Division Adopted Budget

Account	Descriptions	FY2022	REVISED	ADOPTED	\$ Change	% Change
		Actuals	FY2023 BUDGET	FY2024 BUDGET		
511110	Regular Wages	163,498	153,867	192,777	38,910	25%
512000	Fringe Benefits	68,997	57,210	110,851	53,641	94%
512210	Retiree Medical Cost-Funded	32,000	32,000	32,000	-	0%
512240	CalPERS ER Funded Cost	92,406	138,896	124,391	(14,505)	-10%
521010	Dues and Subscriptions	965	1,773	1,773	-	0%
523090	Legal Advertising	-	1,500	1,500	-	0%
525010	Legal Services	-	30,000	30,000	-	0%
525021	Annual Audit Services	35,000	40,046	40,297	251	1%
525050	Consultant-Offsite	14,614	20,000	20,000	-	0%
525090	Other Contract Services	20,917	55,500	105,500	50,000	90%
525175	BART Service Operating Cost	2,258,000	2,165,440	2,325,280	159,840	7%
527071	Insurance Broker Fees-MB	2,497	-	-	-	-
527094	Premium - Other Insurance Gen.	326,468	349,321	384,321	35,000	10%
530010	Interest Expense	-	-	1,000,000	1,000,000	100%
530040	Bank Fees	57,752	298,700	98,700	(200,000)	-67%
530043	ADP Fees	1,113	-	-	-	-
530045	Fiscal Agent Fees	-	18,000	18,000	-	0%
530046	Custody Fees	12,816	6,000	6,000	-	0%
530047	Debt Fees	12,000	-	520,000	520,000	100%
530048	Investment Fees	105,631	-	125,000	125,000	100%
530100	Sales Tax Alloc/Transf Out- Measure A/W	36,627,289	35,188,400	37,785,800	2,597,400	7%
530120	Inter-Agency Overhead Expenses	4,882	247,666	247,666	-	0%
530124	AIA Expense Non-Labor	620,859	-	-	-	-
Grand Total		40,457,704	38,804,319	43,169,856	4,365,537	11%

**Increase in BART Service Cost and Sales Tax Allocation due to higher projected sales tax in FY24; \$1.52M in Interest Expense and Debt fees is the forecasted expense on 2020 TA loan after capitalized interest is fully expended at 4%; Increase in Investment fees assumed at \$250M portfolio at 5 BPS/annum.*

FINANCE DIVISION – FINANCE ADMINISTRATION

COST CENTER 040100

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

Finance Administration - FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Claims Specialist	0.02	-	-
Insurance and Claims Administrator	0.02	0.02	-
Grand Total	0.04	0.02	-

FY24 Adopted Budget (040100)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	2,703	2,215	-	(2,215)	-100%
511199	Regular Wage Accrual	(9)	-	-	-	-
512000	Fringe Benefits	1,136	832	-	(832)	-100%
512210	Retiree Medical Cost-Funded	32,000	32,000	32,000	-	0%
512240	CalPERS ER Funded Cost	92,406	138,896	124,391	(14,505)	-10%
525050	Consultant-Offsite	14,614	20,000	20,000	-	0%
530043	ADP Fees	1,113	-	-	-	-
Grand Total		143,963	193,943	176,391	(17,552)	-9%

FINANCE DIVISION – TREASURY

COST CENTER 040802

-Treasury is responsible for managing cash, investments, banking, debt, revenue, Fare Revenue including billing, AR and cash application.

FY24 Adopted Budget (040802)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
525010	Legal Services	-	30,000	30,000	-	0%
525090	Other Contract Services	20,917	55,500	105,500	50,000	90%
525175	BART Service Operating Cost	2,258,000	2,165,440	2,325,280	159,840	7%
530010	Interest Expense	-	-	1,000,000	1,000,000	100%
530040	Bank Fees	57,752	298,700	98,700	(200,000)	-67%
530045	Fiscal Agent Fees	-	18,000	18,000	-	0%
530046	Custody Fees	12,816	6,000	6,000	-	0%
530047	Debt Fees	12,000	-	520,000	520,000	100%
530048	Investment Fees	105,631	-	125,000	125,000	100%
530100	Sales Tax Alloc/Transf Out- Measure A/W	36,627,289	35,188,400	37,785,800	2,597,400	7%
Grand Total		39,094,405	37,762,040	42,014,280	4,252,240	11%

FINANCE DIVISION – INSURANCE-GENERAL
COST CENTER 082100

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

FY24 Adopted Budget (082100)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
527094	Premium - Other Insurance-Gen.	328,965	349,321	384,321	35,000	10%
Grand Total		328,965	349,321	384,321	35,000	10%

FINANCE DIVISION – GRANTS & CAPITAL ACCOUNTING
COST CENTER 040705

-Manage grant billing/claims to federal, state, and regional agencies; manage accounting, financial reporting and audits for grants and re-collectible projects; manage grant expenses in accordance with contract documents.

Grants & Capital Accounting- FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Accountant II	-	-	0.10
Grand Total	-	-	0.10

FY24 Adopted Budget (040705)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	-	-	12,600	12,600	100%
512000	Fringe Benefits	-	-	7,245	7,245	100%
Grand Total		-	-	19,845	19,845	100%

FINANCE DIVISION – FINANCIAL REPORTING

COST CENTER 040706

-The Financial Reporting department produces the monthly Board Financial statements, participates in the Annual Audit, produces the Comprehensive Annual Financial Report, the Annual State Controllers Report, Annual National Transit Database Report.

Financial Reporting - FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Accountant II	0.70	1.00	1.00
Accountant III	0.35	0.35	0.45
Grand Total	1.05	1.35	1.45

FY24 Adopted Budget (040706)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	93,367	123,661	128,042	4,381	4%
512000	Fringe Benefits	39,428	45,862	73,625	27,763	61%
521010	Dues and Subscriptions	460	772	772	-	0%
525021	Annual Audit Services	35,000	40,046	40,297	251	1%
Grand Total		168,255	210,341	242,736	32,395	15%

FINANCE DIVISION – BUDGETS

COST CENTER 042100

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

Budgets – FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Budget Analyst III	1.00	0.80	0.35
Manager, Budgets	0.40	-	0.15
Grand Total	1.40	0.80	0.50

FY24 Adopted Budget (042100)

Account	Descriptions	FY2022	REVISED	ADOPTED	\$ Change	% Change
		Actuals	FY2023 BUDGET	FY2024 BUDGET		
511110	Regular Wages	67,437	22,564	35,216	12,652	56%
512000	Fringe Benefits	28,433	8,477	20,251	11,774	139%
521010	Dues and Subscriptions	505	1,000	1,000	-	0%
Grand Total		96,375	32,041	56,467	24,426	76%

FINANCE DIVISION – ICAP / OH ACCOUNTING
COST CENTER 040900

-Inter Agency Overhead expenses

FY24 Adopted Budget (040900)

Account	Descriptions	FY2022	REVISED	ADOPTED	\$ Change	% Change
		Actuals	FY2023 BUDGET	FY2024 BUDGET		
530120	Inter-Agency Overhead Expenses	4,882	247,666	247,666	-	0%
530124	AIA Expense Non-Labor	620,859	-	-	-	-
Grand Total		625,741	247,666	247,666	-	0%

FINANCE DIVISION – FINANCIAL PLANNING & ANALYSIS (FP&A)
COST CENTER 042106

-The FP&A team provides analysis and forecasts for the District. The team is also responsible for business intelligence reporting, fare operations, and insurance.

FP&A – FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Insurance and Claims Administrator	-	-	0.02
Grand Total	-	-	0.02

FY24 Adopted Budget (042106)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	-	-	2,067	2,067	100%
512000	Fringe Benefits	-	-	1,189	1,189	100%
Grand Total		-	-	3,256	3,256	100%

FINANCE DIVISION – CONTRACTS AND PROCUREMENT
COST CENTER 060400

-Provide expertise and professional guidance in the procurement of supplies, equipment, materials, services, and public works projects in order to maintain the public trust through sound business practices. We endeavor to provide world-class procurement support and solutions that add value, enhance customer’s experience, establish connections, and foster strong partnerships.

Contracts and Procurement – FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Procurement Administrator I		0.20	0.15
Procurement Administrator II	0.50	0.35	0.55
Procurement Administrator III	0.25	0.25	0.25
Grand Total	0.75	0.80	0.95

FY24 Adopted Budget (060400)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	-	5,427	14,852	9,425	174%
512000	Fringe Benefits	-	2,039	8,541	6,502	319%
523090	Legal Advertising	-	1,500	1,500	-	0%
Grand Total		-	8,966	24,893	15,927	178%

TA Allocation to Paratransit

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

OVERALL FUNCTION:

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

FY2024 Paratransit Adopted Budget

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
525110	Redi-Wheels Service	4,516,000	4,330,880	4,650,560	319,680	7%
Grand Total		4,516,000	4,330,880	4,650,560	319,680	7%

Planning And Development Division

The Planning and Development Division is responsible for short-range and long-range planning, grant development, real estate and facilities management, service delivery studies and planning, and administration of voter-approved sales tax expenditure plan for all four agencies.

OVERALL FUNCTION:

- Manage short-range and long-range planning efforts, including the preparation of strategic plans for district-wide initiatives, service delivery studies and planning, and data analysis.
- Identify and secure grant funding sources to support capital and operating programs.
- Provide support for projects, including environmental and right-of-way reviews and permits.
- Manage environmental compliance required by the California Environmental Quality Act (CEQA) and assist in environmental planning to support organizational initiatives.
- Property management and development, including acquisition of property and right of way to support capital projects delivery.



Note: While the Organization Chart above depicts the division structure that may be supported by all three agencies (San Mateo Transit District, Peninsula Corridor Joint Powers Board and The San Mateo Transit Authority), the following detail relates only to the TA.

PLANNING AND DEVELOPMENT DIVISION – FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Administrative Analyst II	0.75	-	-
Executive Officer, Planning and Development	0.25	0.20	-
Contract Administrator	0.33	0.33	0.33
Deputy Director, Real Estate Management and Development	-	-	0.60
Director, Grants and Fund Management	0.40	0.40	-
Director, Planning	0.05	0.05	0.05
Director, Real Estate and Development	0.20	0.30	0.30
Executive Assistant II	0.05	0.05	0.05
Management Analyst, Planning	-	-	0.25
Manager, Capital Projects and Environmental Planning	0.04	-	-
Manager, Environmental Compliance	-	0.11	0.10
Manager, Programming & Monitoring	1.00	1.00	-
Manager, Real Estate Management and Capital Project Support	0.20	0.20	0.20
Manager, Transit Oriented Development	-	0.10	-
Planning Administrator	-	0.75	0.10
Planning Analyst II	0.10	0.10	0.10
Planning Analyst III	0.15	0.15	0.05
Principal Planner	0.03	-	-
Real Estate Administrator	0.20	0.40	0.40
Real Estate Specialist	0.70	0.35	-
Surveyor	0.13	0.15	0.15
Grand Total	4.58	4.64	2.68

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

FY2024 Planning and Development Division Adopted Budget

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	75,193	207,114	197,849	(9,265)	-4%
512000	Fringe Benefits	31,255	77,515	109,626	32,111	-
521040	Recruitment	-	10,800	10,800	-	0%
522010	Seminar and Training	-	1,000	1,000	-	0%
522030	Business Travel	5	750	800	50	7%
523010	Office Supplies	696	1,500	1,600	100	7%
523050	Printing and Information Svcs	-	150	150	-	0%
523060	Software Maintenance and Licen	-	1,000	1,000	-	0%
525050	Consultant-Offsite	-	5,000	5,500	500	10%
525051	Consultant-Onsite	58,735	-	-	-	-
530110	Property Taxes	736	1,100	1,100	-	0%
Grand Total		166,620	305,929	329,425	23,496	8%

PLANNING DIVISION – PLANNING & DEVELOPMENT ADMINISTRATION
COST CENTER 032010

-Administration and Oversight of the Planning, Grants, Real Estate and TA division.

Planning and Development Administration – FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Executive Officer, Planning & Development	0.25	0.20	-
Contract Administrator	0.33	0.33	0.33
Executive Assistant II	0.05	0.05	0.05
Grand Total	0.63	0.58	0.38

FY24 Adopted Budget (032010)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	12,917	15,711	3,729	(11,982)	-76%
511199	Regular Wage Accrual	38	-	-	-	-
512000	Fringe Benefits	5,467	5,903	2,145	(3,758)	-64%
521040	Recruitment	-	10,800	10,800	-	0%
522010	Seminar and Training	-	1,000	1,000	-	0%
522030	Business Travel	5	250	250	-	0%
523010	Office Supplies	696	500	500	-	0%
Grand Total		19,123	34,164	18,424	(15,740)	-46%

PLANNING AND DEVELOPMENT DIVISION – PLANNING
COST CENTER 032011

-Long range and strategic planning and policy development for SamTrans, and sustainability planning and policy development for the District.

PLANNING – FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Director, Planning	0.05	0.05	0.05
Management Analyst	-	-	0.25
Manager, Environmental Compliance	-	0.11	0.10
Planning Administrator	-	-	0.10
Planning Analyst II	0.10	0.10	0.10
Planning Analyst III	0.15	0.15	0.05
Grand Total	0.30	0.41	0.65

FY24 Adopted Budget (032011)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	-	16,021	32,762	16,741	104%
512000	Fringe Benefits	-	6,019	18,839	12,820	213%
Grand Total		-	22,040	51,601	29,561	134%

PLANNING AND DEVELOPMENT DIVISION – REAL ESTATE AND DEVELOPMENT
COST CENTER 032012

-Real Estate and Property Development

Real Estate and Development – FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Deputy Director, Real Estate and Development	-	-	0.60
Director, Real Estate and Development	0.20	0.30	0.30
Manager, RE Mgt & Cap Pro Sup	0.20	0.20	0.20
Manager, Transit Oriented Development	-	0.10	-
Real Estate Administrator	0.20	0.40	0.40
Real Estate Specialist	0.70	0.35	-
Surveyor	0.13	0.15	0.15
Grand Total	1.43	1.50	1.65

FY24 Adopted Budget (032012)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	55,796	153,152	161,358	8,206	5%
512000	Fringe Benefits	23,063	57,241	88,642	31,401	55%
522030	Business Travel	-	500	550	50	10%
523010	Office Supplies	-	1,000	1,100	100	10%
523050	Printing and Information Svcs	-	150	150	-	0%
523060	Software Maintenance and Licens	-	1,000	1,000	-	0%
525050	Consultant-Offsite	-	5,000	5,500	500	10%
525051	Consultant-Onsite	58,735	-	-	-	-
530110	Property Taxes	736	1,100	1,100	-	-
Grand Total		138,330	219,143	259,400	40,257	18%

PLANNING AND DEVELOPMENT DIVISION –PROGRAMMING AND MONITORING
COST CENTER 032016

Programming and Monitoring – FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Administrative Analyst II	0.75	-	-
Director, Grants and Fund Management	0.40	0.40	-
Manager, Programming and Monitoring	1.00	1.00	-
Planning Administrator	-	0.75	-
Grand Total	2.15	2.15	-

FY24 Adopted Budget (032016)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	6,442	22,230	-	(22,230)	-100%
512000	Fringe Benefits	2,724	8,352	-	(8,352)	-100%
Grand Total		9,166	30,582	-	(30,582)	-100%

*Cost Center 032016 is combined with Cost Center 022510 Transportation Authority

Transportation Authority Division

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

OVERALL FUNCTION:

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

Objective	Performance Measurement	FY22 Actual	FY23 Actual	FY24 Target
Monitor and oversee all capital programmed projects	Issue Bike and Pedestrian Call for Projects	100%	0%	100%
	Issue quarterly capital program status and semi-annual reports	n/a	100%	100%
	Issue Shuttle Call for Projects	100%	0%	0%
	Issue Highway Call for Projects	0%	100%	0%
	Issue ACR/TDM Call for Projects	100%	0%	100%
Conduct TA Strategic Policy Planning Efforts	Complete the Regional Transit Connections Plan	n/a	n/a	100%
	Complete the TA 2025-2029 Strategic Plan	n/a	n/a	100%

Objective	Performance Measurement	FY22 Actual	FY23 Actual	FY24 Target
Support the San Mateo County Express Lanes JPA Operations	Collaborate with C/CAG on SMCEL-JPA Organizational Study	n/a	25%	25%
Continue to implement TA-Sponsored Projects of Countywide Significance	Continue work on the US 101 Managed Lanes North of I-380 Project	100%	100%	100%
	Continue work on the US 101/SR 92 Area Improvements Project	100%	100%	100%
	Continue Work on the US 101/SR 92 Direct Connectors Project	100%	100%	100%
	Support and advocate for the City of Redwood City's US 101/Woodside Project	25%	25%	25%
Provide oversight on large TA-funded capital projects	Be an active participant in advisory groups for highway, grade separation, and other TA-investments over \$10 million	25%	25%	25%

TRANSPORTATION AUTHORITY DIVISION –TA ADMINISTRATION
COST CENTER 022510

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

TA Administration – FULL TIME EQUIVALENTS (FTE)

Description	FY22	FY23	FY24
Accountant III	1.00	0.90	-
Administrative Analyst II	-	-	0.75
Assistant Project Manager	0.83	0.80	-
Deputy Director, Transportation Authority	0.90	0.80	0.40
Director, Planning & Fund Management	-	-	1.00
Director, Transportation Authority	0.80	0.80	0.67
Executive Officer, Transportation Authority	-	1.00	0.75
Planning Administrator	-	-	1.00
Project Manager	2.00	1.00	2.00
Senior Project Manager		1.00	0.80
TA Financial Program Manager	-	-	0.80
Grand Total	5.53	6.30	8.17

FY2024 Adopted Budget (022510)

Account	Descriptions	FY2022 Actuals	REVISED FY2023 BUDGET	ADOPTED FY2024 BUDGET	\$ Change	% Change
511110	Regular Wages	40,044	100,515	192,723	92,208	92%
512000	Fringe Benefits	16,891	36,868	110,821	73,953	201%
521010	Dues and Subscriptions	4,400	10,680	12,000	1,320	12%
522010	Seminar and Training	-	6,800	16,000	9,200	135%
522030	Business Travel	5,000	3,800	10,000	6,200	163%
523010	Office Supplies	398	900	2,000	1,100	122%
523030	Books and Reference Materials	-	-	4,000	4,000	100%
523060	Software Maint	-	70,000	50,000	(20,000)	-29%
523073	Letterhead Items	-	100	100	-	0%
525010	Legal Services	1,026	-	-	-	-
530090	Miscellaneous	-	-	10,000	10,000	100%
590010	Office Furniture & Equipment	171	1,000	4,000	3,000	300%
Grand Total		67,930	230,663	411,644	180,981	78%

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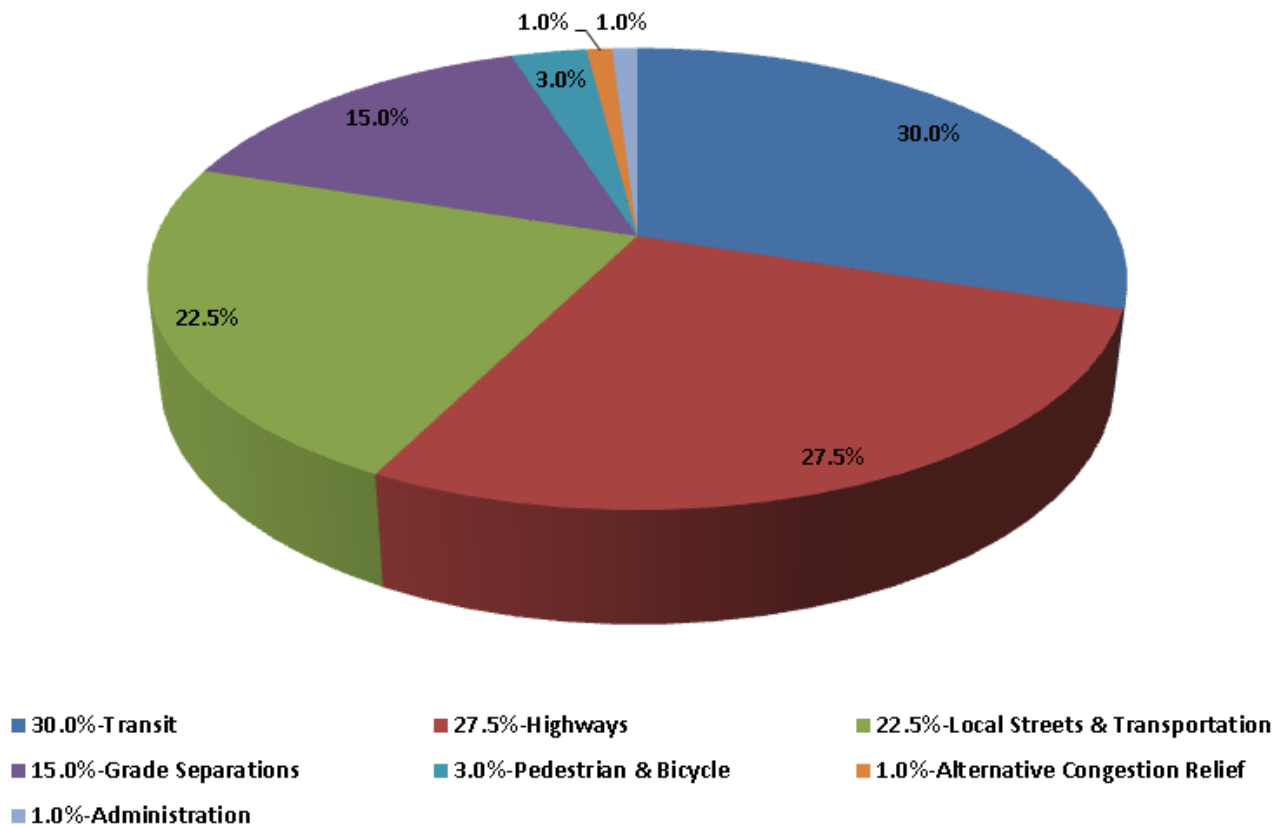
SECTION 6- CAPITAL PROGRAM

Performance Measures For Capital Expenditures

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

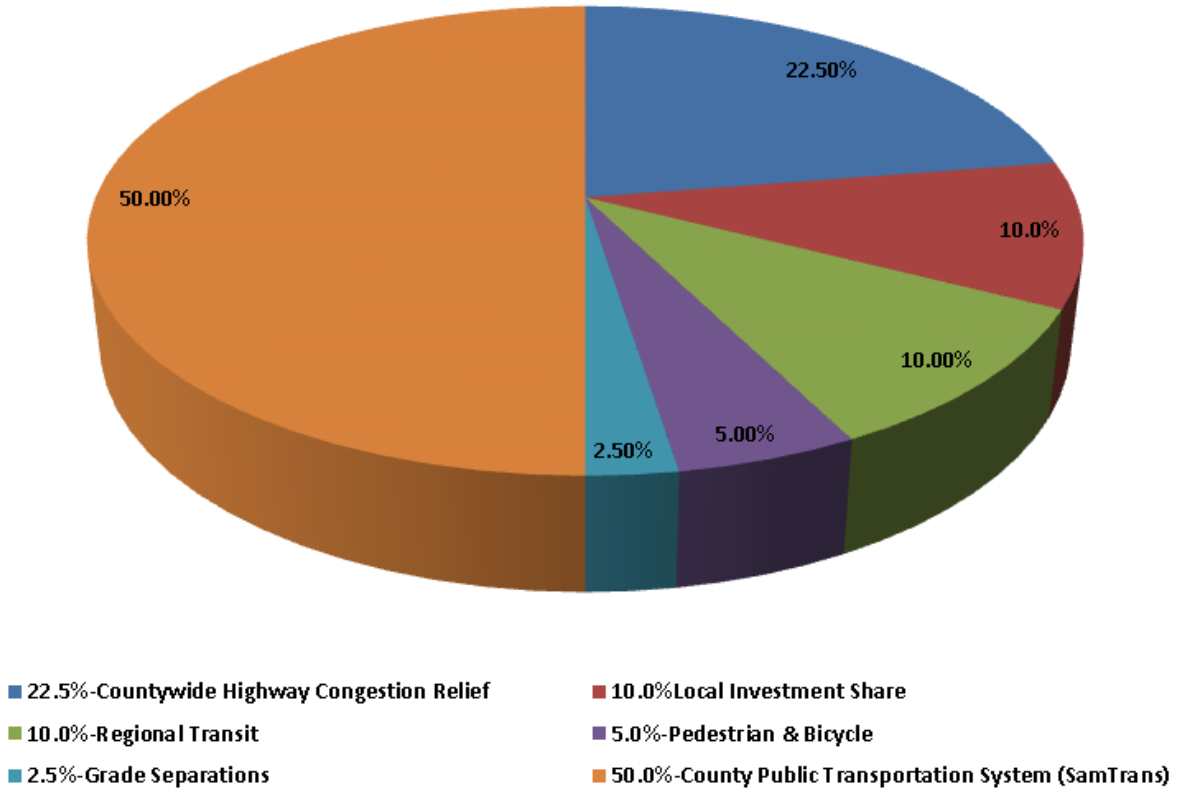
2009 Measure A Category

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



Measure W Category

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



Highways Program

PROJECT: DUMBARTON ROADWAY IMPROVEMENTS

Project ID: 000108

Sponsors: C/CAG & County of San Mateo
Implementing Agency: C/CAG
SMCTA Role: Funding Agency
Funded Phases: PID (Activity 11)

PHASE OVERVIEW:

Preparation of a Project Initiation Document (PID) for improved connectivity between the US 101 Express Lanes and the Dumbarton Bridge.

STATUS OVERVIEW:

Percent Complete:		5.00%	
Quarter	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

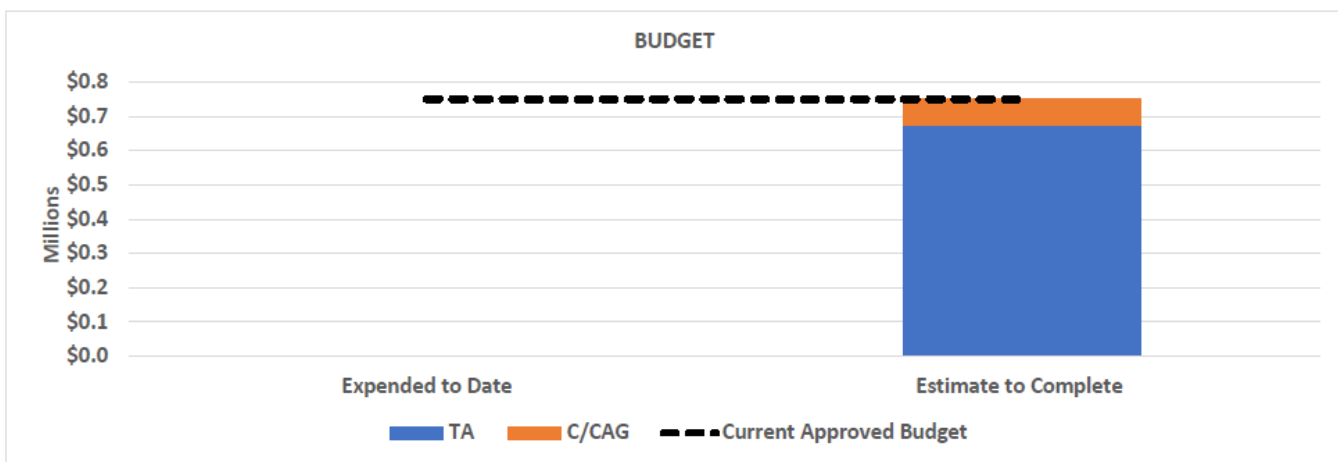
PROJECT DESCRIPTION:

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

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

STATUS SUMMARY:

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



BUDGET:

Funding Agency	Current Approved Budget	Expended to Date	Estimate to Complete	Estimate at Completion (EAC)	Variance at Completion	% Expended of EAC
TA	\$675,000	\$0	\$675,000	\$675,000	\$0	0%
C/CAG	\$75,000	\$0	\$75,000	\$75,000	\$0	0%
Total Project	\$750,000	\$0	\$750,000	\$750,000	\$0	0%

SCHEDULE:

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
Pre-PID	09/01/22	02/01/24	04/01/23	01/01/24	06/01/23	03/01/24

PROGRESS THIS QUARTER:

1. Preparation of the Request for Proposals (RFP), including finalizing the scope of work.

FUTURE ACTIVITIES:

1. Release of the RFP.
2. Final selection of a contractor and award.

KEY ISSUES:

1. The project schedule was delayed due to ongoing coordination efforts needed to finalize the scope of work and required an extension request.
2. In order to proceed with the PID phase, extensive stakeholder engagement efforts are needed with numerous agencies, utilities, and residential and business communities across Alameda, Santa Clara and San Mateo counties.

AGREEMENT HISTORY:

Funding Agreement (FA)	Executed Date	Expiration Date	Scope Completion Date	Description
Original FA - CCAG/TA	05/16/22	06/30/24	02/01/24	Establishes C/CAG as the implementing agency per TA Board Resolution No. 2021-33 dated 12/02/21
Amendment 1	10/10/22	N/A	01/01/24	Extension of the project schedule due to extensive interagency coordination efforts needed

PROJECT: US 101/BROADWAY INTERCHANGE

Project ID: 000621

Sponsor: City of Burlingame
Implementing Agency: SMCTA
SMCTA Role: Funding Agency
Funded Phases: PS&E Landscaping (Activities 13, 14)

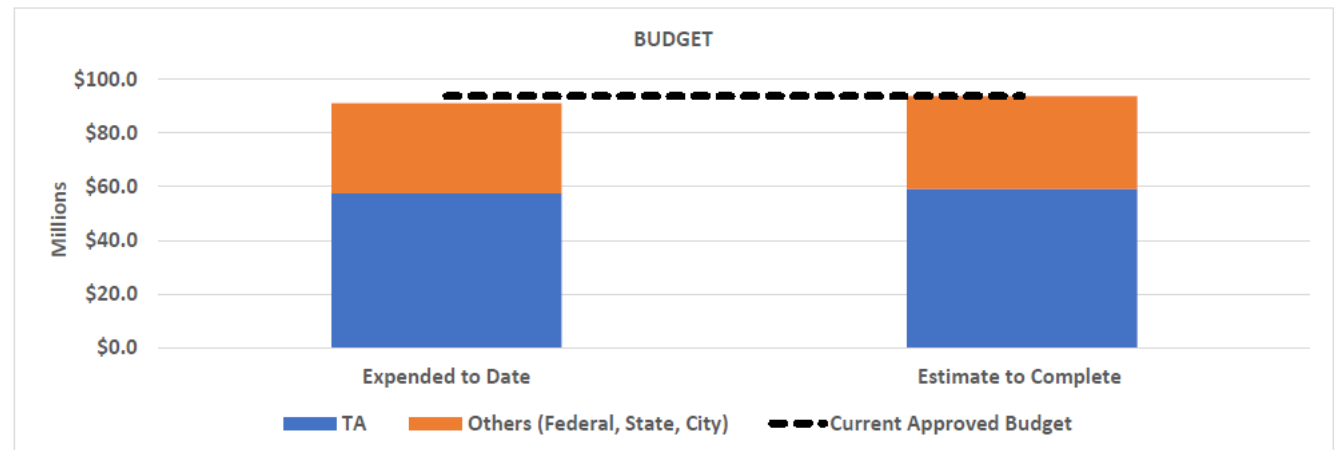
PHASE OVERVIEW:
 Plans, Estimates and Specifications (PS&E) and Right of Way (ROW) Close-Out.

STATUS OVERVIEW:

Percent Complete:		75.00%	
Quarter	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

PROJECT DESCRIPTION:
 Finalize the Right of Way (ROW) close-out activities including ROW record maps and Record of Survey. Develop Plans, Specifications and Estimates (PS&E) for the Highway Planting phase within Caltrans boundaries. Replanting will take place outside environmentally sensitive/jurisdictional areas.

STATUS SUMMARY:
 While construction of the US101/Broadway interchange project was officially complete in October 2018, the landscaping and ROW Close-Out were put on hold until the completion of the US 101 Express Lanes project. With the Express Lanes project complete, TA staff re-started work for the completion of the ROW Close-Out and the PS&E of the landscaping. TA staff are also working with Caltrans on the installation of the landscaping and the required 3-year plant establishment period.



BUDGET:

Funding Agency	Current Approved Budget	Expended to Date	Estimate to Complete	Estimate at Completion (EAC)	Variance at Completion	% Expended of EAC
TA	\$59,187,000	\$57,463,272	\$1,723,728	\$59,187,000	\$0	97%
Others (Federal, State, City)	\$34,551,000	\$33,640,715	\$910,285	\$34,551,000	\$0	97%
Total Project	\$93,738,000	\$91,103,987	\$2,634,013	\$93,738,000	\$0	97%

SCHEDULE:

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
Plant Establishment (City ROW)	10/20/17	10/30/18	10/20/17	10/30/18	10/20/17	10/30/18
Highway Planting Design	05/06/19	06/30/20	05/06/19	08/31/22	05/06/19	06/30/23
City ROW close out	09/11/17	05/04/20	09/11/17	05/04/20	09/11/17	10/30/23

PROGRESS THIS QUARTER:

1. Finalize the MOU with the City of Burlingame.
2. Finalize Work Directive of the PS&E and Right of Way close out Record Map.
3. Work with Caltrans to obtain the Oversight Construction Agreement before construction begins.

FUTURE ACTIVITIES:

1. Obtain Caltrans approval on final right-of-way record maps.
2. Provide 100% landscape design plans, including changes associated with reserving to remain on the exchange.
3. Record of survey.

PROJECT: US 101/WILLOW INTERCHANGE

Project ID: 000622

Sponsor: City of Menlo Park
Implementing Agency: City of Menlo Park
SMCTA Role: Funding Agency
Funded Phases: Construction (Activity 16)

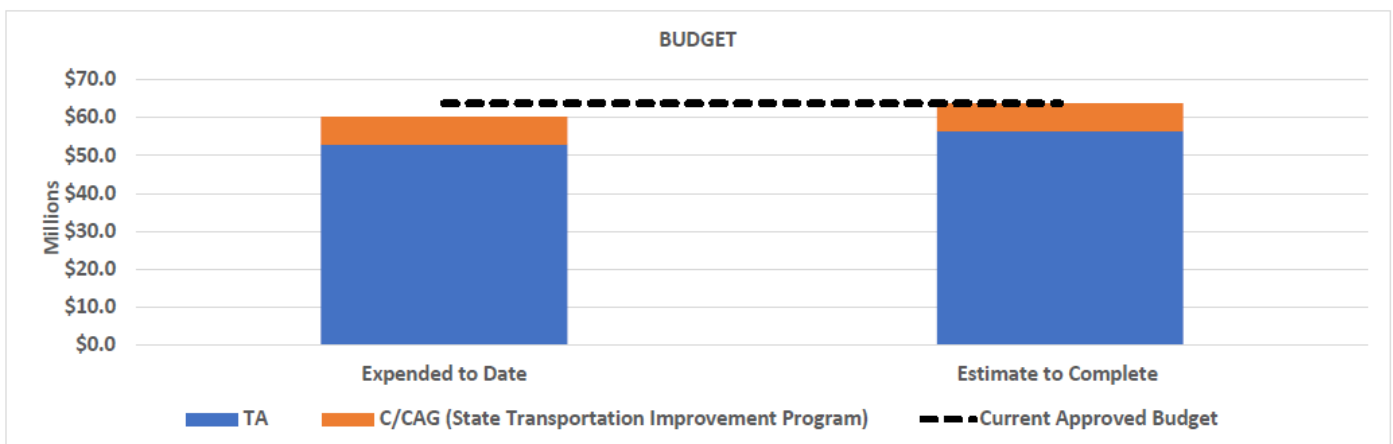
PHASE OVERVIEW:
 Construction of US 101/ Willow Road interchange improvements

STATUS OVERVIEW:

Percent Complete:		95.00%	
Quarter	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

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

STATUS SUMMARY:
 The TA developed the Project Study Report (PSR) in May 2005. The Project Approval and Environmental Document phase was completed in November 2015. Caltrans completed the Plans, Specifications & Estimates, and the project received Right of Way (ROW) Certification in April 2016. In July 2016, the TA entered into a Cooperative Agreement with Caltrans and the City of Menlo Park for the Construction phase of the project. The Project was advertised on September 26, 2016. Project bids were opened on December 16, 2016. The Construction contract was awarded on February 10, 2017. Notice-to-proceed was issued on May 5, 2017. The groundbreaking ceremony was held on May 16, 2017. Construction of the interchange improvements is complete. The project is in closeout stage and the City has revised the concept highway planting design to accommodate excess excavated soil from the San Mateo Express Lanes Project. Caltrans completed review of claims and discussions with the contractors, TA, and City. The City is proceeding with landscaping design.



BUDGET:

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

SCHEDULE:

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
Construction	05/08/17	07/26/18	05/08/17	10/31/19	05/08/17	10/31/19

PROGRESS THIS QUARTER:

1. City continued to develop the project landscaping design.
2. City conducted a field visit with the Design contractors, Caltrans, City of East Palo Alto, and TA to discuss landscaping design alternatives.

FUTURE ACTIVITIES:

1. City to continue to coordinate the landscaping design, construction, and maintenance responsibilities/agreements with the TA, Caltrans and East Palo Alto.

KEY ISSUES:

1. Schedule for highway planting final design will be provided once the City obtains the approval to proceed from City Council and Caltrans.

AGREEMENT HISTORY:

Agreement	Executed Date	Expiration Date	Scope Completion Date	Description
Cooperative Agreement 04-2599 - Caltrans/City/TA	07/25/16	N/A	N/A	Establishes Caltrans as the implementing agency for the Construction phase per TA Board Resolution No. 2015-19 dated 10/01/15
Amendment 1	10/04/16	N/A	N/A	Funding revisions pursuant to Government Code Section 14529.7 as amended by Assembly Bill 3090
Amendment 2	01/27/17	N/A	N/A	Adjustment of Construction Capital and ROW Capital funding

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

Project ID: 000768

Sponsor: City of Redwood City
Implementing Agency: City of Redwood City
SMCTA Role: Funding Agency
Funded Phases: PS&E, ROW Support (Activities 13, 14)

PHASE OVERVIEW:
 Plans, Estimates and Specifications (PS&E) and Right-of-Way (ROW) Support for US 101/Woodside Road (SR 84) interchange improvements inclusive of bicycle and pedestrian improvements.

STATUS OVERVIEW:

Percent Complete:		80.00%	
Quarter	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

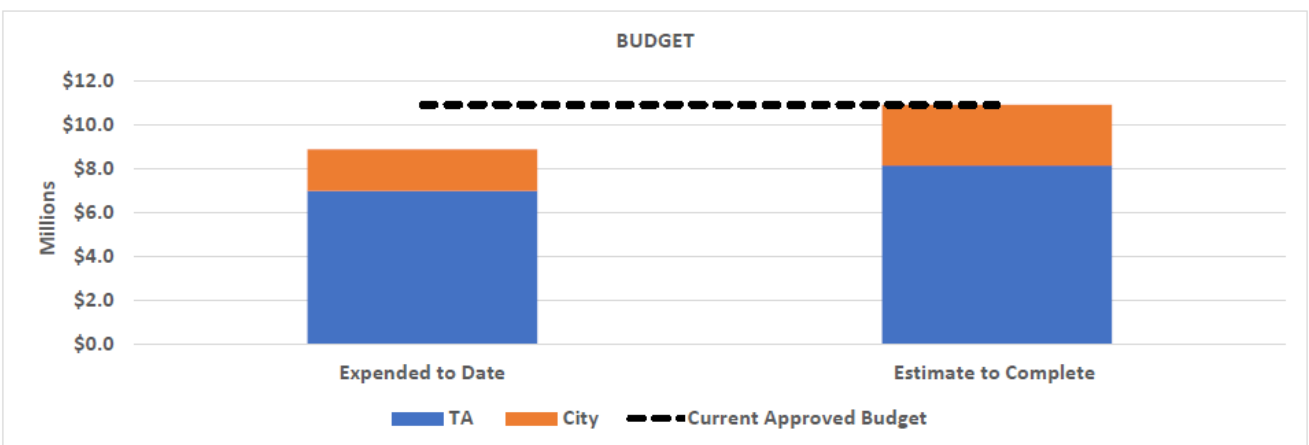
PROJECT DESCRIPTION:
 The project is for the Plans, Estimates and Specifications (PS&E) phase for the reconstruction of the US 101 Woodside Interchange. Modifications include replacing all existing ramps, widening Woodside Road to six lanes (three in each direction plus turn lanes), lowering Woodside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

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

STATUS SUMMARY:
 Caltrans approved the Project Approval and Environmental Document (PAED) in December 2016. The project is currently in the PS&E and right-of-way support phase. The City decided to shelve (or pause) design activities at the completion of the 95% design task and is actively looking to secure funding for construction phase.

In December 2021, the TA Board approved \$50 million in Measure A funds for future phase in response to the Call for Projects application from the City. This additional funding is conditional on the City seeking and securing additional funding to meet the funding shortfall. The City completed the Project Funding Plan in June 2022, which details funding targets and timelines to fully fund right-of-way capital and construction and is being monitored collaboratively by TA and City staff.

The City completed its review of ROW acquisition requirements in February 2023 and the City Council accepted and approved the process and commencement of the ROW acquisition.



BUDGET:

Funding Agency	Current Approved Budget	Expended to Date	Estimate to Complete	Estimate at Completion (EAC)	Variance at Completion	% Expended of EAC
TA	\$8,140,000	\$6,978,391	\$1,161,609	\$8,140,000	\$0	86%
City	\$2,760,000	\$1,898,300	\$861,700	\$2,760,000	\$0	69%
Total Project	\$10,900,000	\$8,876,691	\$2,023,309	\$10,900,000	\$0	81%

SCHEDULE:

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
PS&E (95%)	08/01/17	05/01/20	08/01/17	12/31/20	08/01/17	12/31/21
PS&E (Final)	08/01/17	05/01/20	04/01/23	12/31/25	04/01/23	12/31/25
ROW Appraisals (Draft)	08/01/17	05/01/20	08/01/17	12/31/23	04/01/23	09/30/23
ROW Support	08/01/17	05/01/20	08/01/17	05/01/20	04/01/23	12/31/25

PROGRESS THIS QUARTER:

1. Coordination of additional PS&E and ROW Support services.
2. Procurement of Project Delivery Team.
3. Coordination of ROW acquisition planning, preparations to begin appraisals, and communication plan.
4. Processing and coordination of Amendment 3 to the Funding Agreement between TA/City.
5. Processing and coordination of Caltrans/City Cooperative Agreement.
6. Ongoing coordination and reporting with TA regarding Funding Agreement commitments.
7. The City completed its review of ROW acquisition requirements and briefed the City Council on February 27, 2023.
8. The City Council accepted and approved the process and commencement of the ROW acquisition.

FUTURE ACTIVITIES:

1. Approval of additional PS&E and ROW Support services.
2. Continue procurement of Project Delivery Team.
3. Reestablish coordination regarding grade crossing improvements.
4. Coordinate ROW acquisition planning and schedule, and initiate appraisals.
5. Ongoing coordination and reporting with TA regarding fulfilling Funding Agreement commitments.

KEY ISSUES:

1. Completion of ROW acquisition and securing full funding.

AGREEMENT HISTORY:

Funding Agreement (FA)	Executed Date	Expiration Date	Scope Completion Date	Description
FA - City/TA	08/01/17	12/31/20	09/30/20	Board Resolution 2015-19 dated October 1, 2015
Amendment 1	12/06/19	06/30/21	12/31/20	Schedule extension due to Project Management changes.
Amendment 2	02/11/21	06/30/22	12/31/21	Schedule extension requested for ROW Support.
Amendment 3	02/14/23	12/31/23	09/30/23	Schedule extension and funds addition by Sponsor.

PROJECT: SR 1/SAN PEDRO CREEK BRIDGE REPLACEMENT

Project ID: 000782

Sponsor: SMCTA
Implementing Agency: City of Pacifica
SMCTA Role: Funding Agency and Technical Support
Funded Phases: Design and Construction (Activities 13 & 16)

PHASE OVERVIEW:
 Plans, Estimates and Specifications (PS&E) and Construction/Post-Construction.

STATUS OVERVIEW:

Percent Complete:		100.00%	
Quarter	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

PROJECT DESCRIPTION:

The project replaced the existing San Pedro Creek Bridge on State Route 1 with a longer and higher structure. The project also widened San Pedro Creek bed in the vicinity of the bridge. The limits of work on State Route 1 are from 0.3 miles south of the Linda Mar Intersection to the Linda Mar Intersection in Pacifica, CA.

STATUS SUMMARY:

The environmental, design, right of way and construction phases of the project were funded by the Measure A Highway Program. Construction permit conditions required a follow-up of creek restoration and plant establishment for five years. Caltrans conducted the first two years of stream restoration monitoring for the Project. The City of Pacifica carried out the last three years of monitoring work.

All conditions for all environmental permits have now been met and the project is officially complete. The project was also completed below the original budget and \$2,198,000.00 will be returned to the TA Highway program and be made available for future highway program calls for projects.



BUDGET:

Funding Agency	Current Approved Budget	Expended to Date	Estimate to Complete	Estimate at Completion (EAC)	Variance at Completion	% Expended of EAC
TA	\$10,054,000	\$7,773,372	\$411,703	\$8,185,075	\$1,868,925	95%
City	\$7,790,381	\$7,697,199	\$0	\$7,697,199	\$93,182	100%
Total Project	\$17,844,381	\$15,470,571	\$411,703	\$15,882,274	\$1,962,107	97%

SCHEDULE:

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
Plant Establishment/Bio Monitoring (Phase I)	10/15/15	11/30/17	10/15/15	11/30/17	10/15/15	12/31/17
Bio Monitoring (Phase II)	11/30/17	11/30/20	01/01/18	12/31/21	01/01/18	08/30/22

PROGRESS THIS QUARTER:

The final monitoring report was completed and this will be the final report on this project.

FUTURE ACTIVITIES:

None.

KEY ISSUES:

None.

AGREEMENT HISTORY:

Funding Agreement (FA)	Executed Date	Expiration Date	Scope Completion Date	Description
Original FA	03/12/12	N/A	12/31/16	Removal/replacement existing bridge on the same alignment.

PROJECT: US 101 EXPRESS LANES

Project ID: 000791

Sponsors: C/CAG, SMCTA, Caltrans
 Implementing Agency: SMCTA
 SMCTA Role: Funding Agency/Co-Implementer/Co-Sponsor
 Funded Phases: PS&E, ROW, & Construction (Activity 13, 14, & 16)

PHASE OVERVIEW:
 Plans, Specifications, and Estimates (PS&E), Right of Way (ROW), and Construction for the addition of express lanes on the US 101 between Santa Clara County and Interstate 380

STATUS OVERVIEW:

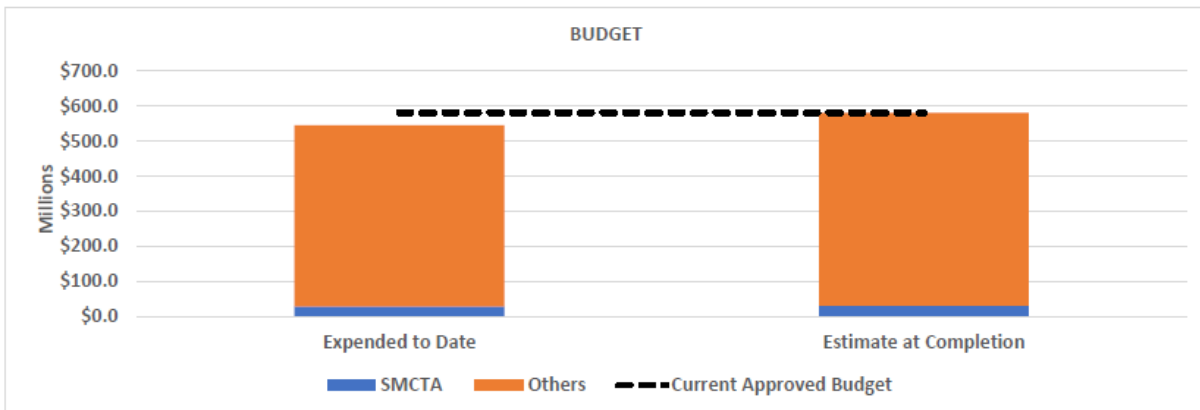
Percent Complete:		96.00%	
Quarter	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

PROJECT DESCRIPTION:

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

STATUS SUMMARY:

The Project Study Report - Project Development Support (PSR-PDS) was approved on May 4, 2015, and a Supplemental PSR-PDS was approved on June 3, 2016. The project charter was finalized in August 2016. In February 2017, the project began a series of meetings to inform the City's staff (located in the vicinity of the project limits) about the project and potential benefits and impacts. The preparation of Draft Environmental Document (DED) and Draft Project Report were completed. The DED was released for public circulation and comment on November 21, 2017. The comment period was closed on January 19, 2018. In February 2018, the SMCTA Board programmed and allocated \$22,000,000 for Plans, Specifications & Estimates (PS&E), Right Of Way (ROW), and Construction. Allocation for construction conditioned on completion of PS&E and ROW. Based on comments received on the DED, it was determined that modifications of some sections of the DED is necessary. To provide ample opportunity for public input, a 30-day partial recirculation was established. The partial recirculation of the Project Approval and Environmental Document phase was completed in October 2018. The design and construction of the project were broken down into northern and southern segments. Construction of the southern segment began in March 2019. The construction contract of the northern segment was awarded in November 2019 and construction began in March 2020. Both the southern and northern segments are now complete and operational.



BUDGET:

Funding Agency	Current Approved Budget	Expended to Date	Estimate to Complete	Estimate at Completion (EAC)	Variance at Completion	% Expended of EAC
SMCTA	\$30,500,000	\$28,659,019	\$1,840,981	\$30,500,000	\$0	94%
Regional	\$95,000,000	\$74,939,768	\$20,060,232	\$95,000,000	\$0	79%
Loan/Future Toll	\$86,500,000	\$84,550,518	\$1,949,482	\$86,500,000	\$0	98%
Federal	\$9,500,000	\$9,500,000	\$0	\$9,500,000	\$0	100%
State	\$306,670,000	\$294,125,691	\$12,544,309	\$306,670,000	\$0	96%
Private	\$53,000,000	\$53,000,000	\$0	\$53,000,000	\$0	100%
Total Project	\$581,170,000	\$544,774,996	\$36,395,004	\$581,170,000	\$0	94%

SCHEDULE:

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

PROGRESS THIS QUARTER:**Southern Segment (Santa Clara County Line – Whipple):**

1. Initiated tolling operations for the Southern Segment on Friday, February 11, 2023.
2. Continued to identify and address punch list items in preparation for southern segment project closeout.

Northern Segment (Whipple- I-380):

1. Completion of end to end testing.
2. Opening of Express Lanes for operation on March 3, 2023.
3. Planning for the opening ceremony event is underway.
4. Conducted outreach and education to launch the opening of lanes including e-blasts, webpage, social media, traffic advisory, and overhead message signs.

FUTURE ACTIVITIES:**Southern Segment (Santa Clara County Line – Whipple)**

1. Monitor and Report out on the performance of the express lanes operations.

Northern Segment (Whipple – I-380)

1. Project phase closeout.
2. Hold opening event.
3. Amend agreements to reflect construction savings and establish new cooperative agreement with Caltrans for the landscaping phase.

KEY ISSUES:

None.

AGREEMENT HISTORY:

Agreement/Memorandum of Understanding (MOU)	Executed Date	Expiration Date	Scope Completion Date	Description
Cooperative Agreement 04-2595 - Caltrans/TA	06/22/16	N/A	N/A	Establishes the TA as implementing agency with Caltrans oversight for the PAED phase
Funding Agreement - SAMCEDA/TA	07/21/16	11/08/18	11/08/18	Establishes SAMCEDA as a funding partner for the PAED phase
MOU - CCAG/TA	12/02/16	06/30/19	12/31/18	Establishes partnership with C/CAG for the PAED phase
Cooperative Agreement 04-2595 Amendment #1	04/20/17	N/A	N/A	Addition of C/CAG as a funding partner
MOU - CCAG/TA	07/05/18	02/29/20	08/31/19	Establishes partnership for the PS&E & ROW phase
Cooperative Agreement 04-2687 - Caltrans/CCAG/TA	07/11/18	N/A	N/A	Establishes Caltrans as the implementing agency for the PS&E & ROW phase
Funding Agreement - Facebook/TA	03/20/19	03/19/22	03/19/22	Establishes Facebook as a funding partner for the Construction phase per TA Resolution No. 2018-16 dated 08/02/18
Cooperative Agreement 04-2733 - Caltrans/CCAG/TA	06/06/19	N/A	N/A	Establishes Caltrans as the implementing agency for Construction of the South Segment
Cooperative Agreement - SMCELPA/CCAG/TA/BAIFA	06/26/19	N/A	N/A	Establishes BAIFA as responsible for the toll system design
Cooperative Agreement 04-2687 Amendment 1	06/28/19	N/A	N/A	Addition of Senate Bill 1 funding
Cooperative Agreement 04-2726 - Caltrans/CCAG/TA	11/12/19	N/A	N/A	Establishes Caltrans as the implementing agency for Construction of the North Segment
Cooperative Agreement Amendment #1	05/27/20	N/A	N/A	Addition of Southern Segment; tolling and violation policies
Cooperative Agreement 04-2767 - Caltrans/CCAG/TA	07/16/20	N/A	N/A	Establishes Caltrans as the implementing agency for the PS&E, ROW, and Construction phases for system integration work
Cooperative Agreement 04-2687 Amendment 2	06/28/19	N/A	N/A	Adjustment of ROW Support funding
Cooperative Agreement 04-2767 - Amendment 1	07/16/20	N/A	N/A	Adjustment of Construction Support and Construction Capital funding
Cooperative Agreement 04-2726 Amendment 1	11/02/21	N/A	N/A	Adjustment of Construction Support and ROW Support funding

PROJECT: HIGHWAY 1 SAFETY & OPERATIONAL (GRAY WHALE COVE)

Project ID: 000793

Sponsor: County of San Mateo
 Implementing Agency: County of San Mateo, Caltrans
 SMCTA Role: Funding Agency
 Funded Phases: PPS, PEER (Activities 11, 13)

PHASE OVERVIEW:
 Preliminary Planning Study (PPS), Permit Engineering Evaluation Report (PEER) and Encroachment Permit phases.

STATUS OVERVIEW:

Percent Complete:		25.00%	
Quarter	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

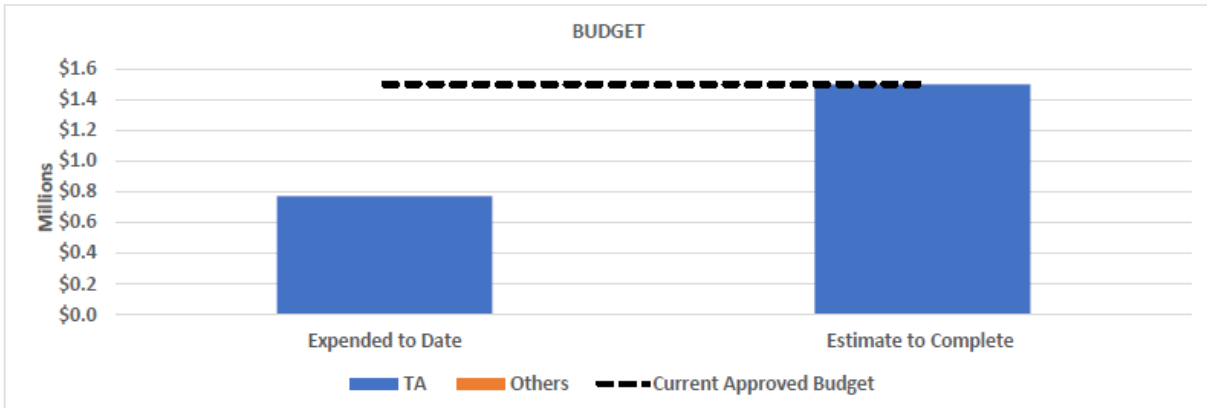
PROJECT DESCRIPTION:

Safety and mobility improvement to relieve traffic congestion, improve throughput, and enhance safety for motorists, bicyclists and pedestrians along a 7-mile stretch of Highway 1 from Gray Whale Cove to Miramar. Scope of project includes Preliminary Planning Study (PPS), Permit Engineering Evaluation Report (PEER) and Encroachment Permit phases.

STATUS SUMMARY:

The Final PPS was issued on August 31, 2015. Improvements were grouped into five general locations with two or three alternatives evaluated for each location. Four public outreach meetings were held on the coast. Project delivery recommendations are included in the final PPS report. The project stakeholders are in favor of the Gray Whale Cove improvement location. In November 2016, the Gray Whale Cove improvement alternative was selected to move forward as a standalone project under the Caltrans PEER process. The PEER will serve as the Project Initiation Document (PID) and Project Approval and Environmental Document (PAED) to enter the Caltrans Encroachment Permit process. In September 2017, the TA and the County of San Mateo (SM County) entered a Memorandum of Understanding to begin work associated with the PEER phase and a Notice-to-Proceed was issued to the design consultant on September 27, 2017. The project is on hold subject to coordination and agreement between the County and Caltrans with regards to implementation and maintenance of improvements.

The funding agreement between the TA & SM County has expired. Additionally, the consultant contract and work directives also expired in 2019 and no progress has been made on the project. The TA is currently awaiting response from the SM County on the future of the project.



BUDGET:

Funding Agency	Current Approved Budget	Expended to Date	Estimate to Complete	Estimate at Completion (EAC)	Variance at Completion	% Expended of EAC
TA	\$1,500,000	\$770,910	\$729,090	\$1,500,000	\$0	51%
Others	\$0	\$0	\$0	\$0	\$0	0%
Total Project	\$1,500,000	\$770,910	\$729,090	\$1,500,000	\$0	51%

SCHEDULE:

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
PPS	03/03/14	06/30/15	03/03/14	12/31/15	03/03/14	08/31/15
PEER	09/27/17	09/30/18	09/27/17	04/30/20	09/27/17	TBD

PROGRESS THIS QUARTER:

1. TA has reached out to the County to get an update on the future of the project.

FUTURE ACTIVITIES:

1. TA is working with the County to get an update on the future of the project due to inactivity since 2019.

KEY ISSUES:

1. If the project cannot be revived, TA staff will recommend close out of the project and request the County to reapply for funding once the project becomes viable.

AGREEMENT HISTORY:

Memorandum of Understanding (MOU)	Executed Date	Expiration Date	Scope Completion Date	Description
MOU - SM County/TA	02/20/14	N/A	N/A	Board Resolution No. 2012-17 dated 10/12/13
MOU - SM County/TA	09/12/17	03/31/19	12/31/18	Board Resolution No. 2017-07 dated 04/06/17

PROJECT: US 101/HOLLY STREET INTERCHANGE

Project ID: 000795

Sponsor: City of San Carlos, Caltrans
 Implementing Agency: City of San Carlos
 SMCTA Role: Funding Agency
 Funded Phases: Construction (Activity 16)

PHASE OVERVIEW:
 Construction of US 101/ Holly Street interchange improvements and addition of pedestrian overcrossing.

STATUS OVERVIEW:

Percent Complete:		0.00%	
Quarter	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

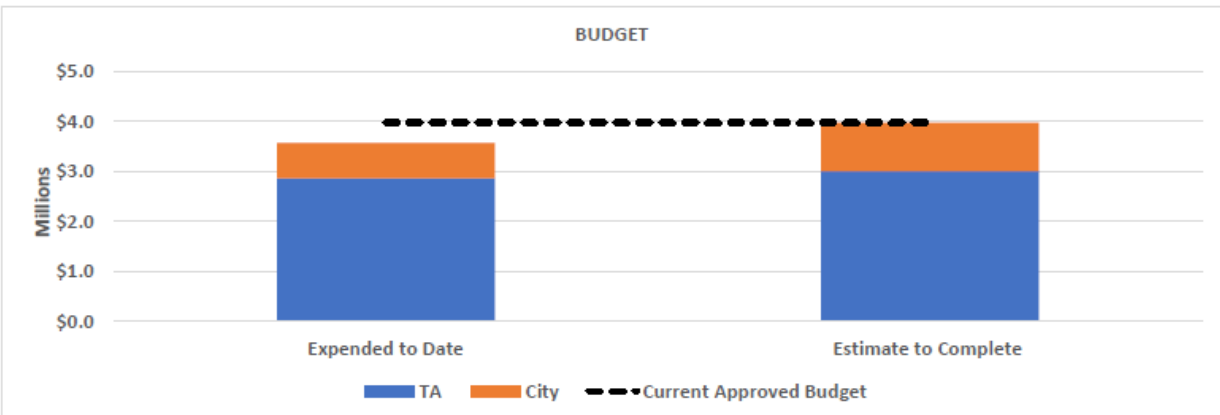
PROJECT DESCRIPTION:

The Phase 1 interchange modification removes the northeast and southwest loop ramps from the existing full cloverleaf (Type L-10) IC and creates a partial cloverleaf (Type L-9) IC to US 101. Diagonal on- and off-ramps will be modified to create more bicycle- and pedestrian-friendly crossings. Holly Street will be widened to provide a third through lane for limited sections at on-ramp approaches. Phase 2 of the project includes the pedestrian overcrossing and associated improvements.

STATUS SUMMARY:

The 100% Plans, Specifications & Estimates (PS&E) package was approved by Caltrans in June 2018. The City of San Carlos combined and advertised the interchange project with the pedestrian overcrossing as a single construction project. In November 2019, the TA Board programmed and allocated an additional \$2.6 million to accommodate these changes to the Project. Eight bids were received with the lowest bid at 30% above the City of San Carlos engineer’s estimate. With the high bids, the Project deficit at the time was about \$6.5 million with the additional \$2.6 million from the TA. The City did not have enough funding to award the contract before December 2019 and therefore did not fulfill the requirement for the \$4.2 million Active Transportation Program funding that was allocated for the Pedestrian Overcrossing element of the Project. The City placed engineering work on hold in March 2021. In December 2021, the TA Board approved \$10.25 million in Measure A Supplemental Roadway funds for construction with the condition to secure the remaining funding gap by December 2022.

The City submitted a letter to the TA Board of Directors on March 30, 2023 indicating they will not be pursuing completion of this project and wish to relinquish their funding. The project currently has an \$18 million funding shortfall. All project funds will be de-programmed in Summer 2023. This will be the final report for this project.



BUDGET:

Funding Agency	Current Approved Budget	Expended to Date	Estimate to Complete	Estimate at Completion (EAC)	Variance at Completion	% Expended of EAC
TA	\$3,000,000	\$2,858,776	\$141,224	\$3,000,000	\$0	95%
City	\$971,296	\$710,117	\$261,179	\$971,296	\$0	73%
Total Project	\$3,971,296	\$3,568,893	\$402,403	\$3,971,296	\$0	90%

SCHEDULE:

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
PAED	05/01/13	12/31/14	05/01/13	05/22/15	05/01/13	06/19/15
PS&E	07/30/15	10/30/16	07/30/15	12/30/16	07/30/15	TBD
ROW	07/30/15	12/30/16	07/30/15	12/30/16	07/30/15	TBD
Construction	12/01/20	06/30/22	01/01/21	07/31/22	TBD	TBD

PROGRESS THIS QUARTER:

1. TA coordinated with the City in Project update meetings.

FUTURE ACTIVITIES:

1. City has opted to suspend work.

KEY ISSUES:

1. The City has elected to cancel the project at this time due to a significant funding shortfall. With the discontinuation of the project, the remaining TA funds in the project will be returned to the respective program categories through a formal Board action this summer.

AGREEMENT HISTORY:

Funding Agreement (FA)	Executed Date	Expiration Date	Scope Completion Date	Description
Original FA - City/TA (pending)	TBD	TBD	TBD	TA Resolution No. 2021-33 dated 12/02/21

PROJECT: US 101/UNIVERSITY AVE INTERCHANGE

Project ID: 000800

Sponsor: City of East Palo Alto
 Implementing Agency: City of East Palo Alto
 SMCTA Role: Funding Agency
 Funded Phases: Construction (Activities 16)

PHASE OVERVIEW:
 Construction of US 101/ University Avenue interchange improvements inclusive of bicycle and pedestrian improvements.

STATUS OVERVIEW:

Percent Complete:		5.00%	
Quarter	Schedule	Budget	Funding
Current	●	●	●
Previous	N/A	N/A	N/A

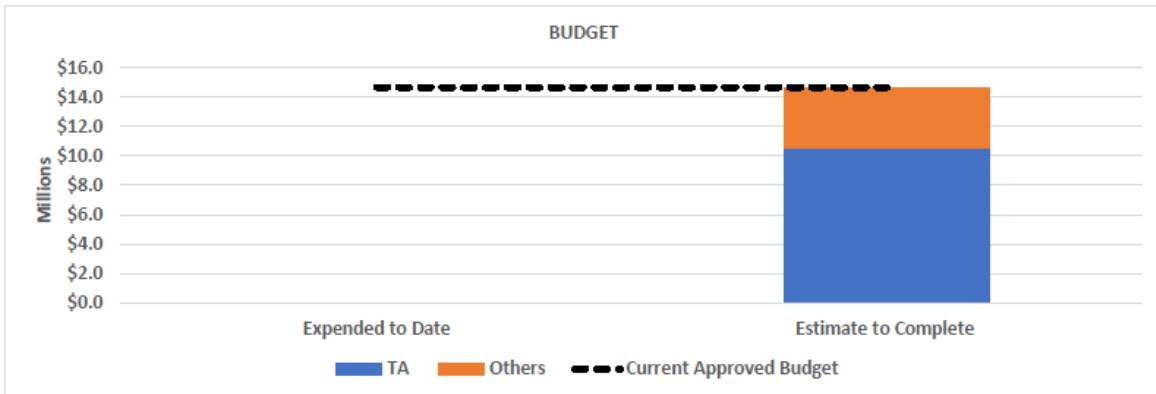
PROJECT DESCRIPTION:

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

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

STATUS SUMMARY:

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



BUDGET:

Funding Agency	Current Approved Budget	Expended to Date	Estimate to Complete	Estimate at Completion (EAC)	Variance at Completion	% Expended of EAC
TA	\$10,592,500	\$0	\$10,592,500	\$10,592,500	\$0	0%
Federal (earmark)	\$771,000	\$0	\$771,000	\$771,000		
State (Local Partnership Program)	\$2,302,200	\$0	\$2,302,200	\$2,302,200		
Local (Stanford Recreation Mitigation Grant)	\$1,000,000	\$0	\$1,000,000	\$1,000,000	\$0	0%
Total Project	\$14,665,700	\$0	\$14,665,700	\$14,665,700	\$0	0%

SCHEDULE:

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

PROGRESS THIS QUARTER:

1. Funding Agreement circulated for signature and executed as of February 8, 2023.
2. Project advertised for bids.

FUTURE ACTIVITIES:

1. Award of construction contract.
2. Commencement of construction activities.

KEY ISSUES:

None.

AGREEMENT HISTORY:

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

PROJECT: US 101/PENINSULA AVE INTERCHANGE

Project ID: 000801

Sponsor: City of San Mateo
 Implementing Agency: SMCTA
 SMCTA Role: Funding and Implementing Agency
 Funded Phases: PAED (Activity 12)

PHASE OVERVIEW:
 Project Approval and Environmental Document (PAED) for relocating on- and off-ramps from Poplar Ave to Peninsula Ave on southbound US 101

STATUS OVERVIEW:

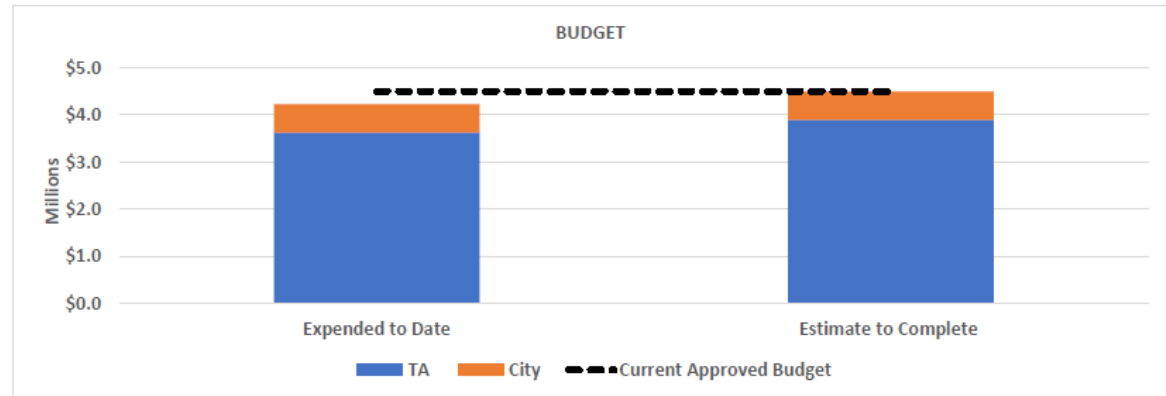
Percent Complete:		80.00%	
Quarter	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

PROJECT DESCRIPTION:
 Project Approval and Environmental Document (PAED), Plans Specifications and Estimates (PS&E), and Right of Way (ROW) support to relocate the US 101 southbound on- and off-ramps from Poplar Avenue to Peninsula Avenue which will eliminate a button-hook partial interchange with existing safety issues and create a single, regional-serving, full-access interchange at Peninsula Avenue and Airport Boulevard. The Project will conduct extensive additional traffic analysis requested by community stakeholders and perform additional outreach to communicate the findings which has expanded the scope and schedule of the PAED phase. Additionally, the Project will complete a full Environmental Impact Report and Initial Study given the potential project impacts.

The Project will provide enhanced bicycle and pedestrian improvements on Peninsula Avenue between Humboldt Street to Bayshore Boulevard. The Project will also reduce travel times to and from the mainline freeway, enhance access to a regional park, streamline ingress and egress to a developing technology employment center, reduce local street-level congestion, and improve safety in the vicinity of four schools.

STATUS SUMMARY:
 The TA entered a Cooperative Agreement with Caltrans in January 2017 for Caltrans to perform Independent Quality Assurance and review and approval of the environmental documents and project report. At the requests of the City of Burlingame and City of San Mateo, additional study intersections were added for traffic operational analysis to address community concerns. The City hosted several community meetings to provide project updates to the community in addition to presentations to Councils of the City of San Mateo and the City of Burlingame. The PAED work has been actively progressing since. Required environmental and engineering technical studies are ongoing and coordinated with Caltrans.

The Right-of-Way (ROW) Data Sheet was completed for the project in December 2022 and the revised ROW acquisition costs are very high from the initial estimates in 2015. The City is considering options including exploring other alternatives that do not require extensive ROW while providing similar congestion relief.



BUDGET:

Funding Agency	Current Approved Budget	Expended to Date	Estimate to Complete	Estimate at Completion (EAC)	Variance at Completion	% Expended of EAC
TA	\$3,900,000	\$3,631,507	\$268,493	\$3,900,000	\$0	93%
City	\$600,000	\$600,000	\$0	\$600,000	\$0	100%
Total Project	\$4,500,000	\$4,231,507	\$268,493	\$4,500,000	\$0	94%

SCHEDULE:

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

PROGRESS THIS QUARTER:

1. The first draft of the Project Report was submitted to TA and City.
2. Completed the Benefit-cost Analysis for the project and held focus meetings with TA and City.
3. Revised the ROW data sheet by consolidating some parcels earmarked for acquisition and reducing the ROW costs slightly.

FUTURE ACTIVITIES:

1. The City is exploring alternative options that do not require extensive ROW acquisition.
2. The City is planning to conduct a study session with their City Council to provide an update and seek direction for the project.
3. Conduct an enhanced community engagement effort.

KEY ISSUES:

1. The updated ROW costs could add considerable delay in securing funding.
2. Planned enhanced public outreach and additional traffic analysis have extended the forecasted finish date.

AGREEMENT HISTORY:

Agreement/MOU	Executed Date	Expiration Date	Scope Completion Date	Description
Original MOU	01/11/21	12/31/22	06/30/22	Board Resolution 2021-33 dated December 2, 2021

PROJECT: US 101/PRODUCE AVENUE INTERCHANGE

Project ID: 000803

Sponsor: City of South San Francisco
 Implementing Agency: City of South San Francisco
 SMCTA Role: Funding Agency
 Funded Phases: PAED (Activity 12)

PHASE OVERVIEW:
 Provide the Project Study Report and Project Development Support (PSR-PDS) and Project Approval and Environmental Documents (PAED) phases for the construction of the project

STATUS OVERVIEW:

Percent Complete:		100.00%	
Quarter	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

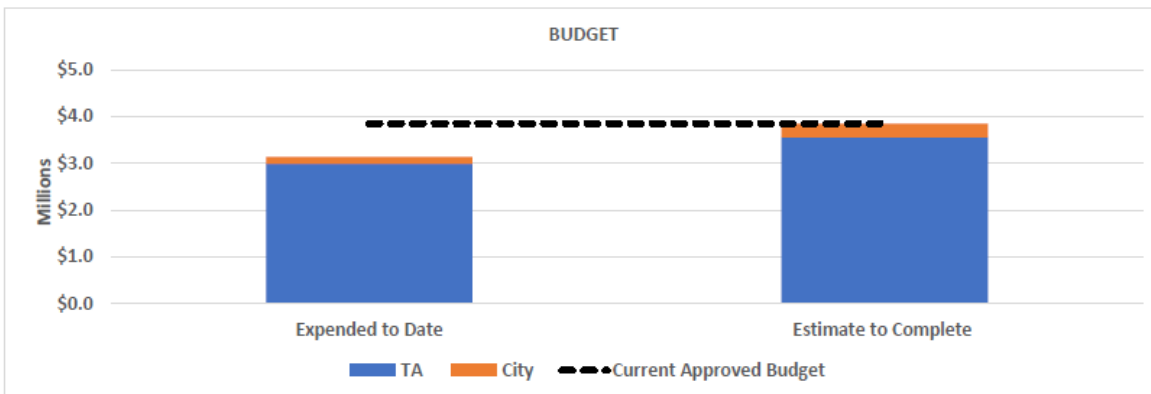
PROJECT DESCRIPTION:

Project scope is to provide the Project Approval, and Environmental Clearance Services (PAED) for the construction of the US 101/Produce Avenue Interchange in the City of San Francisco.

The purpose of the project is to: (1) Enhance safety and improve traffic operations in the vicinity of Produce Avenue and US 101; (2) Provide a local east-west connection across US 101 for the southern area of the City of South San Francisco, to help serve commercial traffic at the project area; (3) Improve bicycle and pedestrian facilities; and (4) Accommodate future planned growth in the vicinity of Produce Avenue and US 101.

STATUS SUMMARY:

The PAED phase has been completed. The City is currently working to obtain state and federal grants to complete the Plans, Specifications & Estimates and Construction phases of the project.



BUDGET:

Funding Agency	Current Approved Budget	Expended to Date	Estimate to Complete	Estimate at Completion (EAC)	Variance at Completion	% Expended of EAC
TA	\$3,550,000	\$2,991,376	\$558,624	\$3,550,000	\$0	84%
City	\$300,000	\$149,122	\$150,878	\$300,000	\$0	50%
Total Project	\$3,850,000	\$3,140,498	\$709,502	\$3,850,000	\$0	82%

SCHEDULE:

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
PSR-PDS	04/01/14	11/01/14	07/01/14	07/01/15	07/31/14	08/31/15
PA/ED	05/15/17	09/15/19	07/20/17	06/30/22	07/20/17	03/15/23

PROGRESS THIS QUARTER:

None.

FUTURE ACTIVITIES:

None.

KEY ISSUES:

None.

AGREEMENT HISTORY:

Funding Agreement (FA)	Executed Date	Expiration Date	Scope Completion Date	Description
Original FA	07/11/16	N/A	N/A	Board Resolution 2015-19 dated October 1, 2015
Amendment 1	09/10/18	06/30/20	12/31/19	Schedule extension due to Project Management changes
Amendment 2	12/30/19	06/30/21	12/31/20	Schedule extension requested for ROW Support

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

Project ID: 000805

Sponsor: City of San Mateo
 Implementing Agency: City of San Mateo, Caltrans
 SMCTA Role: Funding and Implementing Agency
 Funded Phases: PS&E/Construction (Activities 13/16)

PHASE OVERVIEW:
 Support in the construction phase of the project.

STATUS OVERVIEW:

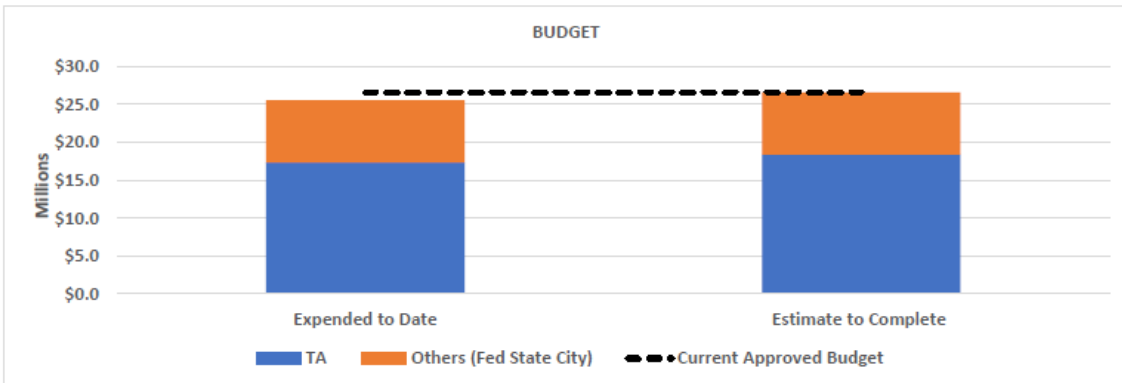
Percent Complete:		62.50%	
Quarter	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

PROJECT DESCRIPTION:

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

STATUS SUMMARY:

Caltrans Headquarters approved the Project Approval and Environmental Document and Plans, Specifications & Estimates (PS&E). Right of Way Certification was received on May 9, 2016. On June 28, 2016, the TA entered into a Cooperative Agreement with Caltrans and the City of San Mateo for Construction phase of the project. Bids were opened on December 6, 2016. The Construction contract was awarded in January 2017, a Notice-to-Proceed was issued on April 17, 2017, and a kick-off meeting was held on April 24, 2017. Caltrans accepted the construction contract work on August 2, 2018. The project is in highway landscaping final design.



BUDGET:

Funding Agency	Current Approved Budget	Expended to Date	Estimate to Complete	Estimate at Completion (EAC)	Variance at Completion	% Expended of EAC
TA	\$18,400,000	\$17,357,954	\$1,042,046	\$18,400,000	\$0	94%
Federal	\$1,980,000	\$1,980,000	\$0	\$1,980,000	\$0	100%
State	\$5,050,000	\$5,042,826	\$7,174	\$5,050,000	\$0	100%
City	\$1,181,535	\$1,181,535	\$0	\$1,181,535	\$0	100%
Total Project	\$26,611,535	\$25,562,315	\$1,049,220	\$26,611,535	\$0	96%

SCHEDULE:

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
PS&E	07/01/14	07/01/15	07/01/14	01/30/16	07/01/14	05/16/16
Construction	04/17/17	12/05/17	04/17/17	08/31/18	04/17/17	08/31/18
Construction (Landscaping)	09/01/19	07/30/20	09/01/19	06/30/21	09/01/19	08/31/23

PROGRESS THIS QUARTER:

1. Submitted revised 100% PS&E for Caltrans review and addressed comments.
2. Developed Project Specific Maintenance Agreement and continued coordination with Caltrans.

FUTURE ACTIVITIES:

1. City to complete the Final PS&E and obtain Caltrans encroachment permit and advertisement.
2. Caltrans to review and issue encroachment permit.
3. Execute an Amended Project Maintenance Agreement.

KEY ISSUES:

1. While the 100% Highway Planting Design is under Caltrans final review and approval, negotiations between the City of San Mateo and Caltrans regarding short and long term maintenance responsibilities has been the primary contributing factor to the delay with finishing the Highway Planting Design.
2. TA staff has offered to facilitate discussions between the two parties to bring closure to this phase.

AGREEMENT HISTORY:

Funding Agreement (FA)	Executed Date	Expiration Date	Scope Completion Date	Description
Original FA	04/04/22			Board Resolution No. 2015-19

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

Project ID: 000823

Sponsor: City of Half Moon Bay
 Implementing Agency: City of Half Moon Bay
 SMCTA Role: Funding Agency
 Funded Phases: Construction (Activity 16)

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

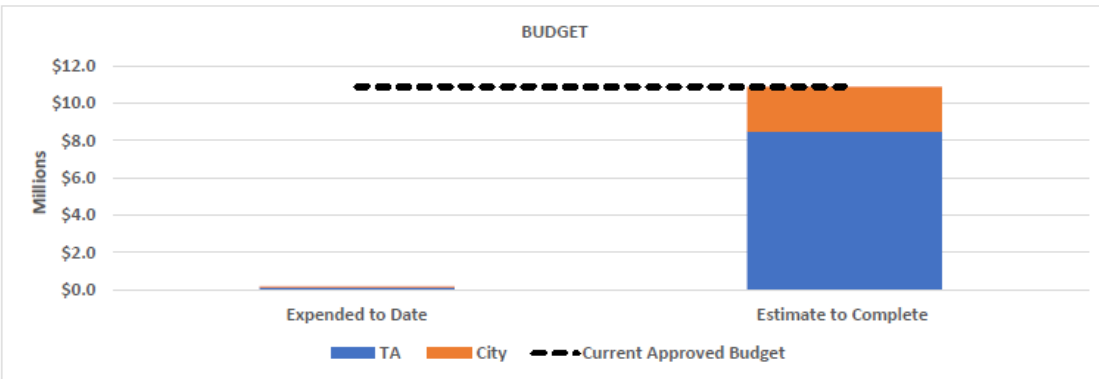
STATUS OVERVIEW:

Percent Complete:		5.00%	
Quarter	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

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

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

STATUS SUMMARY:
 The City and its consultants have been working with utility companies for the utilities' relocation (gas mainline, electric poles and fire hydrants). With Caltrans approval, the City has worked with PG&E and completed construction of a gas mainline to bypass the new proposed retaining walls at the edge of the roadway. The City has obtained encroachment permit to relocate 10 utility poles within the project Right-of-Way (ROW) and will be completed by PG&E by Summer 2023. The City has completed and executed the temporary construction easement needed for the Terrace Avenue signalized intersection construction. The City has also relocated two fire hydrants within the project ROW. Further coordination with AT&T for the relocation of their utility lines is in progress.



BUDGET:

Funding Agency	Current Approved Budget	Expended to Date	Estimate to Complete	Estimate at Completion (EAC)	Variance at Completion	% Expended of EAC
TA	\$8,475,000	\$132,754	\$8,342,246	\$8,475,000	\$0	2%
City	\$2,400,000	\$37,444	\$2,362,556	\$2,400,000	\$0	2%
Total Project	\$10,875,000	\$170,198	\$10,704,802	\$10,875,000	\$0	2%

SCHEDULE:

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
Utility Relocations	08/01/22	06/30/23	09/01/22	06/30/23	09/01/22	06/30/23
ROW Certification	12/01/22	05/30/23	12/01/22	05/30/23	12/01/22	05/30/23
Encroachment/Regulatory Permits	05/01/20	07/30/22	05/01/20	07/30/23	05/01/20	10/30/23
Advertise/Award Construction	07/01/23	07/30/23	09/01/23	09/30/23	12/01/23	12/30/23
Construction	09/01/23	09/30/25	11/01/23	11/30/25	02/01/24	02/30/26

PROGRESS THIS QUARTER:

1. The City has completed relocation of two fire hydrants which were in conflict with proposed alignment and retaining walls.
2. The City has also been coordinating with Caltrans' proposed project affecting this area and investigation of the storm drain line proposed to be replaced and upsized by Caltrans.
3. The City is working with PG&E on the maintenance easement agreement for the relocation of 10 utility poles from the area of the proposed bicycle/pedestrian path.
4. The City completed the ROW appraisal and successfully executed the temporary construction easement with a local farm property.
5. The City's consultant (SWCA) is investigating the location and mitigation for the riparian impact areas.

FUTURE ACTIVITIES:

1. Negotiate and execute maintenance easement agreement with PG&E for relocation of PG&E utility poles.
2. Present riparian mitigation measures and construction traffic control to City's Planning Commission.
3. Obtain Caltrans final approval of final construction plans.

KEY ISSUES:

1. The relocation of the 10 utility poles require maintenance easement on a biologically sensitive City property and requires further negotiations on the rights specified in the easement.

AGREEMENT HISTORY:

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

PROJECT: US 101 MANAGED LANES NORTH I-380

Project ID: 100302

Sponsor: C/CAG, SMCTA, Caltrans
 Implementing Agency: SMCTA
 SMCTA Role: Funding and Implementing Agency
 Funded Phases: PAED (Activity 12)

PHASE OVERVIEW:
 Project Approval and Environmental Document (PAED) for completing the managed lanes on US 101 from North of I-380 to San Mateo/San Francisco County Line.

STATUS OVERVIEW:

Percent Complete:		30.00%	
Quarter	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

PROJECT DESCRIPTION:

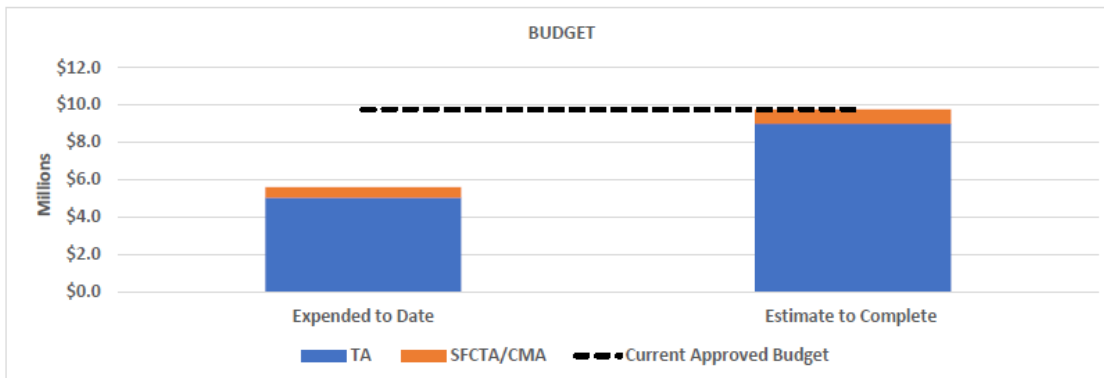
The Project Approval and Environmental Document phase for approximately 7-miles of managed lane (ML) facilities, defined as high-occupancy vehicle (HOV) lanes and/or high-occupancy toll (HOT) lanes, on northbound and southbound US 101 from one mile south of the of the US 101/Interstate 380 (I-380) Interchange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

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

STATUS SUMMARY:

The Project Study Report-Project Development Support (PSR-PDS) was approved by Caltrans on October 18, 2019. Various tasks such as topographic surveying, traffic engineering analysis, environmental studies, and geometrical approval drawings are being prepared. An enhanced public engagement program was added to the project scope. Caltrans also recently added further traffic analysis, and a new requirement of safety assessment of the corridor.

The project team recently reached a consensus with SFCTA and Caltrans regarding the traffic scenarios to be analyzed and the starting point for the ML in the southbound direction.



BUDGET:

Funding Agency	Current Approved Budget	Expended to Date	Estimate to Complete	Estimate at Completion (EAC)	Variance at Completion	% Expended of EAC
TA	\$9,000,000	\$5,047,225	\$3,952,775	\$9,000,000	\$0	56%
SFCTA/CMA	\$750,000	\$560,705	\$189,295	\$750,000	\$0	75%
Total Project	\$9,750,000	\$5,607,930	\$4,142,070	\$9,750,000	\$0	58%

SCHEDULE:

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

PROGRESS THIS QUARTER:

1. Reached consensus with Caltrans, SFCTA, C/CAG and SMCTA on the San Mateo County 2030 and 2050 Managed Lanes Traffic Study Scenarios.
2. Completed mainline existing traffic conditions calibration.
3. Completed final Historic Resource Survey Report (HPSR).
4. Gained approval of the Area of Potential Effects Map (APE).

FUTURE ACTIVITIES:

1. Modify Geometric Engineering Drawings and Signing Plans to match southbound lane configurations and gain Caltrans approval.
2. Modify Visual Impact Assessment Report to match southbound lane configurations and gain Caltrans approval.
3. Gain Caltrans approval on the Biological Assessment USFWS.
4. Gain Caltrans approval on the Natural Environmental Study.
5. Complete 2030 and 2050 AM and PM no build conditions for southbound and northbound traffic operations.
6. Complete 2030 and 2050 lane add to the southbound and northbound traffic operations.

KEY ISSUES:

1. The schedule shift is due additional traffic analysis, enhanced public outreach, various coordination efforts with Caltrans and SFCTA, and safety assessment requirements.

AGREEMENT HISTORY:

Agreement/MOU	Executed Date	Expiration Date	Scope Completion Date	Description
Board Resolution	12/02/21			Board Resolution 2021-33 dated December 2, 2021

PROJECT: US 101/SR 92 INTERCHANGE AREA IMPROVEMENTS

Project ID: 100318

Sponsor: C/CAG, SMCTA
 Implementing Agency: SMCTA
 SMCTA Role: Funding and Implementing Agency
 Funded Phases: PS&E (Activity 13)

PHASE OVERVIEW:
 Plans, Estimates and Specifications (PS&E) and Right of Way (ROW) Support for US 101/State Route 92 interchange improvements

STATUS OVERVIEW:

Percent Complete:		35.00%	
Quarter	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

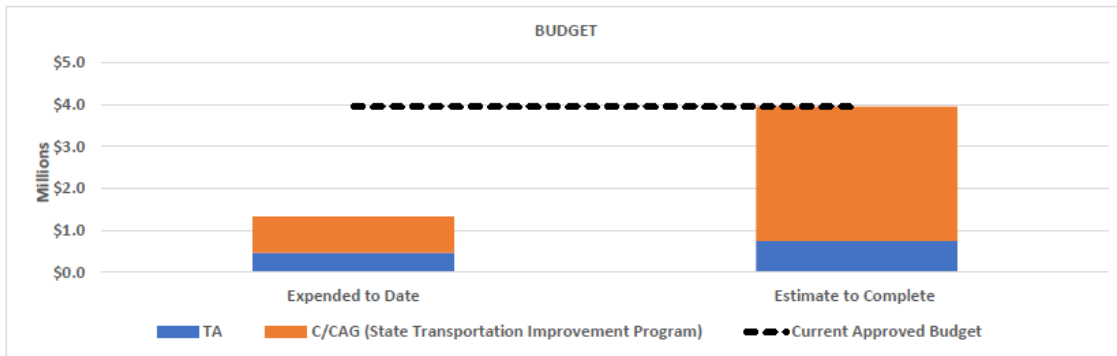
PROJECT DESCRIPTION:

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

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

STATUS SUMMARY:

The Project Study Report - Project Development Support was approved by Caltrans on October 29, 2019. Caltrans is the implementing agency for the Project Approval-Environmental Document (PAED) phase. The PAED phase was completed in September of 2021. Caltrans is also the implementing agency of the Plans, Specifications & Estimates phase which is currently underway.



BUDGET:

Funding Agency	Current Approved Budget	Expended to Date	Estimate to Complete	Estimate at Completion (EAC)	Variance at Completion	% Expended of EAC
TA	\$750,000	\$470,177	\$279,823	\$750,000	\$0	63%
C/CAG (State Transportation Improvement Program)	\$3,200,000	\$855,015	\$2,344,985	\$3,200,000	\$0	27%
Total Project	\$3,950,000	\$1,325,192	\$2,624,808	\$3,950,000	\$0	34%

SCHEDULE:

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
PS&E	03/01/22	08/01/23	03/01/22	08/01/23	03/01/22	12/15/23

PROGRESS THIS QUARTER:

1. Held Project Development Team meetings #5, 6, & 7.
2. Received feedback from Caltrans Functional Units.
3. Utility plan and pothole data table is pending survey data.
4. Appraisal maps were completed by R/W functional unit.

FUTURE ACTIVITIES:

1. Structural plans are expected in July 2023.

KEY ISSUES:

None.

AGREEMENT HISTORY:

Agreement	Executed Date	Expiration Date	Scope Completion Date	Description
Cooperative Agreement 04-2836 - Caltrans/CCAG/TA	03/22/22	N/A	N/A	Establishes Caltrans as the implementing agency with C/CAG as co-sponsor and TA as funding agency per TA Resolution No. 2021-33 dated 12/02/21 for the PS&E and ROW phase

PROJECT: US 101/SR 92 DIRECT CONNECTOR

Project ID: 100319

Sponsor: C/CAG, TA
 Implementing Agency: SMCTA
 SMCTA Role: Funding and Implementing Agency
 Funded Phases: PAED (Activity 12)

PHASE OVERVIEW:
 Project Approval and Environmental Document (PAED) for high-occupancy vehicle (HOV) lane direct connectors between the US 101/State Route 92

STATUS OVERVIEW:

Percent Complete:		5.00%	
Quarter	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

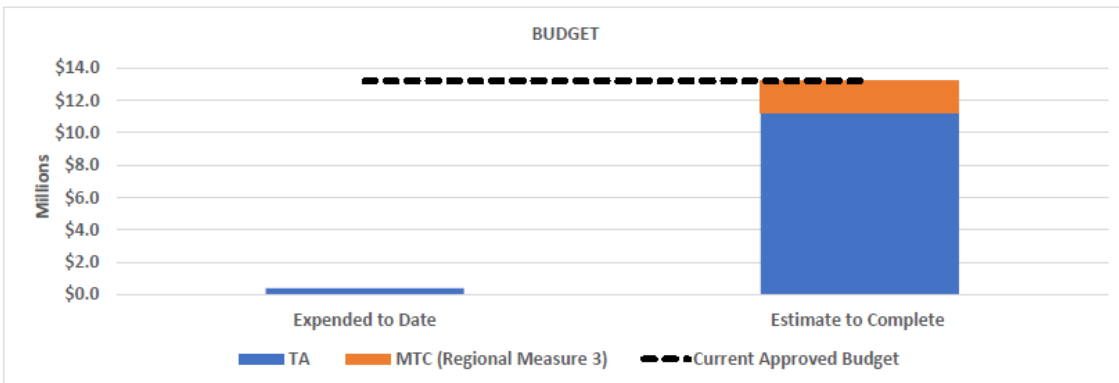
PROJECT DESCRIPTION:

The project will identify the long-term improvements to address traffic congestion and increase mobility at the US 101/ SR 92 interchange. The project will study High-Occupancy Vehicle (HOV) direct connectors from westbound SR 92 to northbound and southbound US 101, a branch connector from the existing southbound US 101 to eastbound SR 92 connector, and widening of eastbound SR 92 bridge over Seal Slough.

The proposed managed lane direct connectors will allow HOV and other eligible vehicle flows to bypass congestion in general purpose lanes, encourage carpooling, promote transit access, and reduce demand on the existing interchange ramp connections. The proposed improvements can reduce congestion spillover onto local streets.

STATUS SUMMARY:

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



BUDGET:

Funding Agency	Current Approved Budget	Expended to Date	Estimate to Complete	Estimate at Completion (EAC)	Variance at Completion	% Expended of EAC
TA	\$11,200,000	\$410,327	\$10,789,673	\$11,200,000	\$0	4%
MTC (Regional Measure 3)	\$2,000,000	\$0	\$2,000,000	\$2,000,000	\$0	0%
Total Project	\$13,200,000	\$410,327	\$12,789,673	\$13,200,000	\$0	3%

SCHEDULE:

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
PAED	10/01/22	09/30/24	10/01/22	09/30/24	10/01/22	07/31/26

PROGRESS THIS QUARTER:

1. The PAED phase scope, cost estimate, and schedule are being finalized in preparation for the request for proposals.

FUTURE ACTIVITIES:

1. PAED phase will be initiated by issuing a Work Directive Proposal Request through a competitive process.
2. A consultants team will be selected to perform the PA/ED tasks and obtain environmental approval.

KEY ISSUES:

None.

AGREEMENT HISTORY:

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

PROJECT: SR 1/MANOR DRIVE OVERCROSSING IMPROVEMENTS

Project ID: 100321

Sponsor: City of Pacifica
 Implementing Agency: City of Pacifica
 SMCTA Role: Funding Agency
 Funded Phases: PSR-PDS (PID) & PAED (Activity 12)

PHASE OVERVIEW:
 Project Initiation Document (PID), and Project Approval and Environmental Document (PAED) phases of the project.

STATUS OVERVIEW:

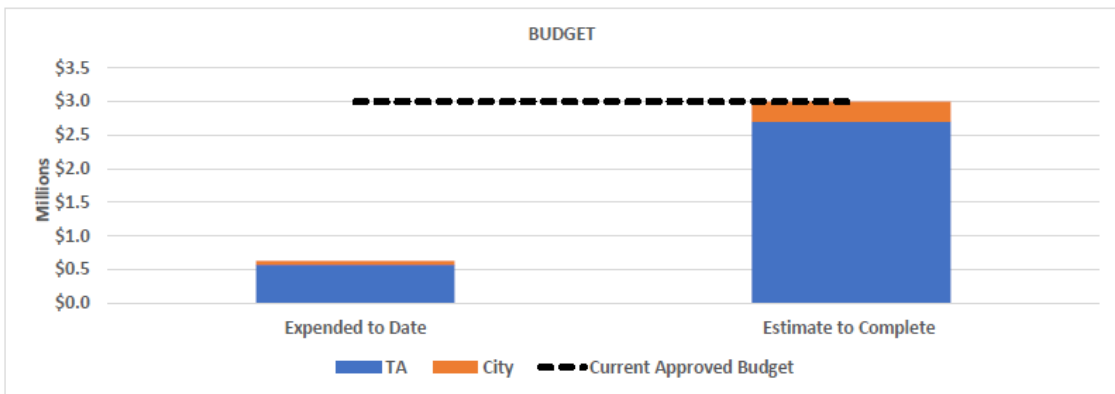
Percent Complete:		62.50%	
Quarter	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

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

STATUS SUMMARY:
 Team coordination meetings have been held twice a month. The meetings include discussions regarding traffic, preliminary geometrics, environmental, stormwater evaluations, preliminary right-of-way and utility requirements, risk management plans and quality management plan.

On 12/09/22, the Preliminary Project Study Report-Project Document Study (PSR-PDS) was sent to Caltrans, and the Traffic Engineering Performance Evaluation (TEPA) was provided on 12/22/22. Work began on preliminary geometrics that currently contain two alternatives: Alternative 1: Alternative built without the Milagra Drive access ramp, and Alternative 2: Alternative built with the Milagra Drive access ramp.

During the month of January 2023, several meetings were held with Caltrans and the City of Pacifica regarding the development of the environmental documents and the requirements of the traffic study.



BUDGET:

Funding Agency	Current Approved Budget	Expended to Date	Estimate to Complete	Estimate at Completion (EAC)	Variance at Completion	% Expended of EAC
TA	\$2,700,000	\$569,335	\$2,130,665	\$2,700,000	\$0	21%
City	\$300,000	\$64,343	\$235,657	\$300,000	\$0	21%
Total Project	\$3,000,000	\$633,678	\$2,366,322	\$3,000,000	\$0	21%

SCHEDULE:

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
PID	05/01/22	11/30/22	05/06/22	03/15/23	05/06/22	04/15/23
PAED	12/31/22	06/30/24	04/01/23	08/30/24	03/01/23	10/30/24

PROGRESS THIS QUARTER:

1. Transportation Planning Scoping Information Sheet (TPSIS) - Updated.
2. Working on comments received from Caltrans on the PSR-PDS.
3. TEPA report - Resubmitted to Caltrans.
4. Public outreach meeting.
5. Cooperative agreement for PAED submitted to Caltrans.
6. Quality Management Plan (QMP), no more comments from Caltrans, signatures pending.

FUTURE ACTIVITIES:

1. Environmental Assessment, storm water data report, utility maps and right of way mapping.
2. Address Caltrans comments on the draft Traffic Operational Methodology Memo to Caltrans.
3. Update the PID schedule.
4. Awaiting Caltrans feedback from PSR-PDS submittal.
5. Address Caltrans comments on the draft Traffic Operational Methodology Memo to Caltrans.

KEY ISSUES:

None.

AGREEMENT HISTORY:

Funding Agreement (FA)	Executed Date	Expiration Date	Scope Completion Date	Description
Original FA	03/09/22	12/31/24	06/24/24	Board Resolution 2021-33 dated 12/2/2021

PROJECT: MOSS BEACH - SR 1 CONGESTION & SAFETY IMPROVEMENTS

Project ID: 100663

Sponsor: County of San Mateo, Caltrans
 Implementing Agency: SMCTA
 SMCTA Role: Funding/ Implementing Agency
 Funded Phases: PID (Activity 11)

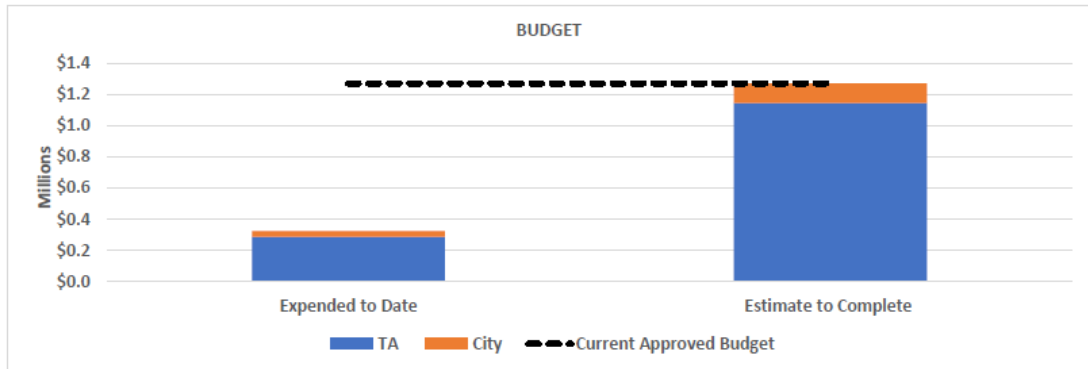
PHASE OVERVIEW:
 Completion of the Project Initiation Document (PID) phase of the project.

STATUS OVERVIEW:

Percent Complete:		35.00%	
Quarter	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

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

STATUS SUMMARY:
 The final Preliminary Project Study (PPS) report was completed and PPS phase closed. The project is currently in coordination with the County of San Mateo and Caltrans for the Project Initiation Documents (PID) phase of the project and the PSR-PDS will identify the types of environmental documents that will serve the PID to advance the project to the environmental study phase. The project is currently in preparation to collect data and refine alternatives, continue working on the draft Purpose and Need, and began working on the Preliminary Environmental Assessment Report (PEAR).



BUDGET:

Funding Agency	Current Approved Budget	Expended to Date	Estimate to Complete	Estimate at Completion (EAC)	Variance at Completion	% Expended of EAC
TA	\$1,145,000	\$288,887	\$856,113	\$1,145,000	\$0	25%
City	\$125,000	\$35,317	\$89,683	\$125,000	\$0	28%
Total Project	\$1,270,000	\$324,204	\$945,796	\$1,270,000	\$0	26%

SCHEDULE:

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

PROGRESS THIS QUARTER:

1. Held biweekly project meetings.
2. Prepared 7-conceptual built alternatives.
3. Responded to Caltrans's/ Pedestrians & Bicycle Branch comments.
4. Continued draft utility maps/right of way mapping.
5. Working on the Preliminary Environmental Assessment Report (PEAR).
6. Working on VISSIM files.

FUTURE ACTIVITIES:

1. Continue to work on design/cost estimates for each alternative.
2. Continue working on the Fact Sheet.
3. Address the comments on the PSR-PDS.
4. Working on the Community meeting.

KEY ISSUES:

None.

AGREEMENT HISTORY:

Agreement/Memorandum Of Understanding (MOU)	Executed Date	Expiration Date	Scope Completion Date	Description
Cooperative Agreement	06/28/22			Board Resolution 2021-33 dated 12/2/2021
MOU	06/22/22	06/30/24	03/31/24	Provide project initiation document (PID)
MOU Amendment	08/17/22	06/30/24	03/31/24	Schedule extension requested from sponsor

PROJECT: COLMA - EL CAMINO REAL BICYCLE & PEDESTRIAN IMPROVEMENTS

Project ID: 100664

Sponsor: Town of Colma
 Implementing Agency: Town of Colma
 SMCTA Role: Funding Agency
 Funded Phases: PID (Activity 11)

PHASE OVERVIEW:
 Project Study Report (PSR) for bicycle and pedestrian improvements along El Camino Real (ECR) within the Town of Colma.

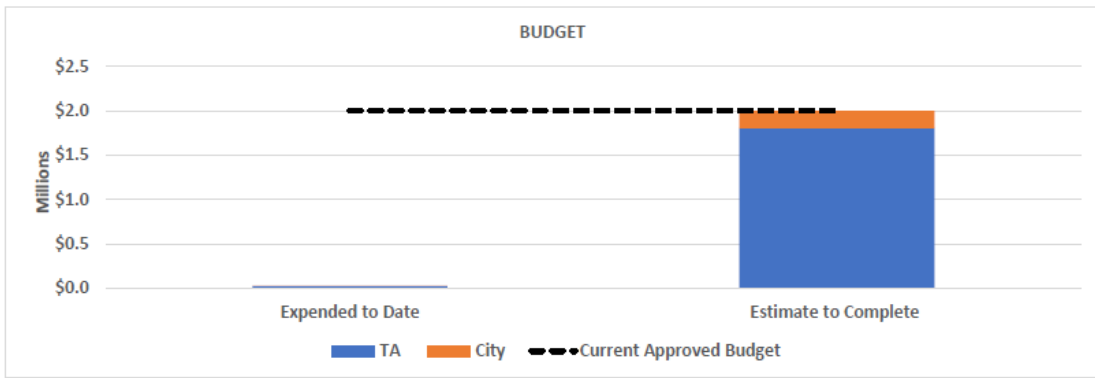
STATUS OVERVIEW:

Percent Complete:		5.00%	
Quarter	Schedule	Budget	Funding
Current	●	●	●
Previous	●	●	●

PROJECT DESCRIPTION:
 Project Study Report (PSR) to assess operational and safety improvements along El Camino Real within the Town of Colma. The overall project proposes to install a road diet from Albert M Teglia Boulevard to Mission Road, separated bikeways, continuous sidewalks, crossing treatments, new traffic signals, new bus stops, and improve intersection designs. The PSR phase will include traffic operations analysis, stakeholder coordination, and right-of-way needs assessments.

The Project aims to improve safety and mobility for people who walk and bike along El Camino Real and increase access to public transportation. The Project will include multimodal intersection design treatments to address efficient travel for all modes of transportation and minimize delay.

STATUS SUMMARY:
 On February 1, 2023, the Town of Colma released a Request for Proposals (RFP) and procured a consultant to start the project work. The professional services agreement was executed between the Town and the consultant on March 30, 2023. The project started with a kickoff meeting in April with staff from the Town, TA and Caltrans. During the kickoff meeting, the consultant suggested taking a different and more efficient route by taking the Project Study Report - Project Report (PSR-PR) instead of the traditional Project Study Report - Project Development Support (PSR-PDS). By making this scope change, the project will not be eligible for state funding and the Town is currently in discussions with all stakeholders to understand the impacts with the scope change. The benefit with the PSR-PR is the time and cost savings as the PID and PAED phases will be combined into one. This will save over 12 to 18 months in the project timeline and will help align the project with the Caltrans SHOPP project which is currently in the PAED phase.



BUDGET:

Funding Agency	Current Approved Budget	Expended to Date	Estimate to Complete	Estimate at Completion (EAC)	Variance at Completion	% Expended of EAC
TA	\$1,800,000	\$23,668	\$1,776,332	\$1,800,000	\$0	1%
City	\$200,000	\$2,630	\$197,370	\$200,000	\$0	1%
Total Project	\$2,000,000	\$26,298	\$1,973,702	\$2,000,000	\$0	1%

SCHEDULE:

Activity	Original Baseline		Current Baseline		Current Forecast	
	Start	End	Start	End	Start	End
PSR-PDS	12/15/22	05/31/24	04/01/23	05/31/24	04/01/23	05/31/24

PROGRESS THIS QUARTER:

1. The Town completed the consultant selection and procurement process.
2. Executed a professional services agreement with Mark Thomas.

FUTURE ACTIVITIES:

1. Consultant to schedule a Kickoff Meeting in April 2023 with the Town, TA and Caltrans.
2. Identify stakeholders, form a Project Development Team (PDT), and set up monthly meetings.
3. Project initiation will begin with the review of background information, data collection, field visits, utility investigations, utility base mapping, and development of Project Purpose and Need.

KEY ISSUES:

None.

AGREEMENT HISTORY:

Funding Agreement (FA)	Executed Date	Expiration Date	Scope Completion Date	Description
Original FA	12/15/22	10/31/24	05/31/24	Board Resolution 2021-33 dated December 2, 2021

Caltrain – Grade Separation & Oversight

Project #	Project Name	Page #	SCHEDULE		BUDGET		FUNDING	
			Previous	Current	Previous	Current	Previous	Current
CALTRAIN - GRADE SEPERATION AND SPECIAL PROJECTS								
000812	Grade Separation - 25th Avenue (San Mateo)	46	●	●	●	●	●	●
000813	Grade Separation - Broadway (Burlingame)	51	●	●	●	●	●	●
000824	Caltrain Special Project - South San Francisco Station Improvement Project	55	●	●	●	●	●	●
000814	Grade Separation - South Linden Avenue/Scott Street (South San Francisco, San Bruno)	59	●	●	●	●	●	●
100277	Grade Separation - Whipple Avenue (Redwood City)	62	●	●	●	●	●	●
100579	Caltrain Special Project - Watkins Ave Grade Crossing Safety Improvement (Formerly Atherton Closure)	65	●	●	●	●	●	●

25th Avenue Grade Separation

Project No. **002088**

Table 1. Status Summary and Total Project Performance

Project Phase: 8 - Closeout

Quarter	Safety	Schedule	Budget	Funding
Current	G ●	G ●	G ●	G ●
Previous	G ●	G ●	G ●	G ●

Progress (%)	Change Prev. Qtr.	EAC/Budget
99.56%	0.48%	100%

SCOPE Summary

This project will raise the vertical alignment and provide grade separations between Hillsdale Boulevard and SR-92 in the City of San Mateo, including:

- Grade separating the 25th Avenue at-grade crossing.
- Construction of two new grade separated crossings at 28th and 31st Avenues.
- Perform relocation of the existing Hillsdale Caltrain station. The new station will be an elevated, center-board platform, located south of 28th Avenue.

The work included the final design/environmental (CEQA and NEPA) clearance work and construction to replace the existing 25th Avenue at-grade crossing with a two-track elevated grade separation. The elevated rail alignment will require the relocation of the existing Hillsdale Caltrain Station northward to a location between 28th and 31st Avenues and will allow for new street connections between El Camino Real and Delaware Street at 28th and 31st Avenues in San Mateo, California.

Project Manager: Andy Kleiber
 Principal Designer: HDR Engineering, Inc.
 Const. Contractor: Shimmick/Disney Joint Venture

Table 2. SAFETY INCIDENTS

Safety Incidents by type	This Quarter	Total to Date
Type I incidents	0	16
Type II Incidents	0	2

Table 3. MILESTONE SCHEDULE

Milestones	Baseline Completion	Est. or Actual Completion	Variation (days)	Change Prev. Quarter
	(A)	(B)	(C=A-B)	(D)
Preliminary 35% Design	07/20/15	07/20/15	0	0
65% Design	01/28/16	01/28/16	0	0
95% Design	07/25/16	07/25/16	0	0
100% Design	10/26/16	10/26/16	0	0
IFB	12/09/16	12/09/16	0	0
Award	07/06/17	07/06/17	0	0
LNTP	08/10/17	08/10/17	0	0
NTP	12/08/17	12/08/17	0	0
28th Ave Opening Date	03/15/21	03/15/21	0	0
Station Opening	04/26/21	04/26/21	0	0
Construction Completion	05/15/22	05/15/22	0	0
Gate 6 - Substantial Completion	08/12/22	08/12/22	0	0
Gate 7 - Startup/Turnover	01/26/23	01/26/23	0	0
Gate 8 - Project Closeout	05/31/23	05/31/23	0	0

25th Avenue Grade Separation

Project No.

002088

Table 4. PROJECT BUDGET / ESTIMATE AT COMPLETION (in thousands of \$)

Type of Work		Budget *			Estimate at Completion	Variation	
Title	Code	Original	Changes	Current		Amount	Percentage
		(A)	(B)	(C=A+B)	(D)	(E=C-D)	(F=E/C)
Planning & Engineering	1100	2,025	4,593	6,618	6,618	0	0.0%
Environmental	1200	385	324	709	709	0	0.0%
Real Estate	2100		8,970	8,970	8,970	0	0.0%
Utilities Relocations	2200		24,377	24,377	24,377	0	0.0%
Construction ODCs	2300		18	18	18	0	0.0%
Const./Impl. Contracts	3100		117,140	117,140	117,140	0	0.0%
Construction Management	4100		13,399	13,399	13,399	0	0.0%
Design Support During Const.	4200		5,766	5,766	5,766	0	0.0%
Testing & Commissioning	4300		109	109	109	0	0.0%
Agency/ODCs	5000	991	1,736	2,727	2,727	0	0.0%
Project Management	5100	585	6,683	7,268	7,268	0	0.0%
Project & Document Control	5200	80	1,906	1,986	1,986	0	0.0%
Finance/Accounting	5300		24	24	24	0	0.0%
Contracts & Procurement	5400		105	105	105	0	0.0%
Legal	5500	18	796	813	813	0	0.0%
Information Technology	5600			0	0	0	
Communications/P. Relations	5700		86	86	86	0	0.0%
Human Resources	5800		0	0	0	0	
Safety/Security & Risk Mgmt.	5900		1,271	1,271	1,271	0	0.0%
Equip./Material Purchases	6100		134	134	134	0	0.0%
CalMod Program	7100			0	0	0	
Oper. Support	8100	45	7,949	7,994	7,994	0	0.0%
Undefined and others	0000		1,963	1,963	1,963	0	0.0%
Subtotals	NA	4,128	197,347	201,475	201,475	0	0.0%
Risks (known & unknown)	NA	NA	NA	NA	380	0	0.0%
Contingency	9900	372	8	380	NA	0	0.0%
Grand Totals	NA	4,500	197,355	201,855	201,855	0	0.0%
(*) ICAP already included in totals above			4,940	4,940	4,940	0	0.0%

Prior to 1/1/2021 ICAP was applied only to labor charges. Currently it is applied to all project charges and 4% is used for all estimates.

Table 5. FUNDING (in thousands of \$)

Fund Source Title	Type	Board Approved			Activated Funding (D)	Unactivated Amount (E-C-D)
		Original	Changes	Current		
		(A)	(B)	(C=A+B)		
SMCTA	Local	3,700	92,410	96,110	96,110	0
Public Utilities Commission Programs (Section 130)	State		10,000	10,000	10,000	0
High Speed Rail (HSR)	State		84,000	84,000	84,000	0
City of San Mateo	Local	1,000	10,745	11,745	11,745	0
Totals		4,700	197,155	201,855	201,855	0

25th Avenue Grade Separation

Project No.

002088

Table 6. NOTABLE RISKS (Top 5 in order of priority) (Budget Impact in thousands of \$, Schedule Impact in days)

Risk Title	Responsibility Status	Mitigation	Impact Bud/Sched	Likelihood
None.				

Table 7. NOTABLE ISSUES (Top 5 in order of priority)

Issue Title	Responsibility Status	Action	Resolution Date
AT&T Settlement.	JPB Proposed settlement has been sent to AT&T.	AT&T has made a counter proposal. Legal negotiating.	5/31/2023
PG&E Vault constructed incorrectly.	PG&E PG&E - Constructed incorrectly, JPB - elevating the issue.	PG&E has submitted a cost of approximately \$13k. We are still pressuring PG&E to take responsibility.	5/31/2023

KEY ACTIVITIES - Current Reporting Quarter

Issued contract completion. Presented the project at the January Management committee meeting for Gate 7 - Startup/Turnover Complete. Continued to oversee City of San Mateo's sewer line work.

NEXT KEY ACTIVITIES

Resolve outstanding stop notice and release the remaining retention in the amount \$13K. Present the proposed settlement with regards to AT&T claim to Board Members in May 2023.

PROJECT NOTES

None.

Table 1. Status Summary and Total Project Performance

Quarter	Safety	Schedule	Budget	Funding
Current	G	G	G	G
Previous	G	G	G	G

Project Phase: 4 - Development (65%)

Progress (%)	Change Prev. Qtr.	EAC/Budget
3.9%	0.13%	100%

SCOPE Summary

This project will grade separate the Broadway railroad crossing in the City of Burlingame by partially elevating the rail and partially depressing the roadway. The elevated rail alignment will require the reconstruction of the Broadway Caltrain Station. Reconstruction of the Broadway Caltrain Station will remove the operational requirement of the hold-out rule. Currently the project is funded up to "Final Design" phase.

Project Manager: Alex Acenas
 Principal Designer: Mark Thomas
 Const. Contractor: NA

Table 2. SAFETY INCIDENTS

Safety Incidents by type	This Quarter	Total to Date
Type I incidents	0	0
Type II incidents	0	0

Table 3. MILESTONE SCHEDULE

Milestones	Baseline Completion	Est. or Actual Completion	Variation (days)	Δ Prev Quarter
	(A)	(B)	(C=A-B)	(D)
Project Start	12/18/17	12/18/17	0	0
Final Design Award	11/05/20	11/05/20	0	0
Final Design NTP	01/04/21	01/04/21	0	0
Burlingame/Broadway Paralleling Station - PS-3 MOU	09/02/21	09/02/21	0	0
Gate 3 - 35% Development Complete	01/07/22	01/07/22	0	0
Finish Value Engineering Work	01/07/22	01/07/22	0	0
Gate 4 - 65% Development Complete	01/26/23	01/26/23	0	0
Environmental Clearance Complete	12/08/23	12/08/23	0	0
Gate 5 - 100% Development Complete / IFB	01/05/24	01/05/24	0	0
ROW Permits Complete	06/30/24	06/30/24	0	0
IFB	07/05/24	07/05/24	0	0
Main Contract Award	10/31/24	10/31/24	0	0
NTP	11/01/24	11/01/24	0	0
Gate 6 - Substantial Completion	04/30/28	04/30/28	0	0
Gate 7 - Start-Up/Turnover Complete	08/01/28	08/01/28	0	0
Gate 8 - Project Closeout Complete	12/01/28	12/01/28	0	0

Table 4. PROJECT BUDGET / ESTIMATE AT COMPLETION (in thousands of \$)

Type of Work		Budget			Estimate at Completion	Variation	
Title	Code	Original	Changes	Current		Amount	Percentage
		(A)	(B)	(C = A+B)	(D)	(E = C-D)	(F = E/C)
Planning & Engineering	1100	15,676		15,676	15,676	0	0.0%
Environmental	1200	2,156		2,156	2,156	0	0.0%
Real Estate	2100	6,449		6,449	6,449	0	0.0%
Utilities Relocations	2200	6,243		6,243	6,243	0	0.0%
Const./Impl. Contracts	3100	242,940		242,940	242,940	0	0.0%
Construction Management	4100	5,200		5,200	5,200	0	0.0%
Design Support During Const.	4200	1,040		1,040	1,040	0	0.0%
Testing & Commissioning	4300	1,040		1,040	1,040	0	0.0%
Agency/ODCs	5000	632		632	632	0	0.0%
Project Management	5100	4,750		4,750	4,750	0	0.0%
Project & Document Control	5200	464		464	464	0	0.0%
Finance/Accounting	5300	10		10	10	0	0.0%
Contracts & Procurement	5400	63		63	63	0	0.0%
Legal	5500	54		54	54	0	0.0%
Information Technology	5600	5		5	5	0	0.0%
Communications/P. Relations	5700	44		44	44	0	0.0%
Human Resources	5800	4		4	4	0	0.0%
Safety/Security & Risk Mgmt.	5900	73		73	73	0	0.0%
Equip./Material Purchases	6100	0		0	0	0	0.0%
CalMod Program	7100	142		142	142	0	0.0%
Oper. Support	8100	666		666	666	0	0.0%
Undefined and Others		89		89	89	0	0.0%
Subtotals	NA	287,740	0	287,740	287,740	0	0.0%
Risks (known & unknown)	NA	NA	NA	NA	28,663	0	0.0%
Contingency	9900	28,663		28,663	NA		
Grand Totals	NA	316,403	0	316,403	316,403	0	0.0%
(*) ICAP already included in totals above		12,169	0	12,169	12,169	0	0.0%

Prior to 1/1/2021 ICAP was applied only to labor charges. Currently it is applied to all project charges and 4% is used for all estimates.

Table 5. FUNDING (in thousands of \$)

Fund Source Title	Type	Board Approved			Activated Funding (D)	Un-activated Amount (E=C-D)
		Original (A)	Changes (B)	Current (C=A+B)		
SMCTA (Project Specific)	Local	4,550	18,863	23,413	23,413	0
City of Burlingame	Other	1,500	500	2,000	2,000	0
Totals		6,050	19,363	25,413	25,413	0

Table 6. NOTABLE RISKS (Top 5 in order of priority) (Budget Impact in thousands of \$, Schedule Impact in days)

Risk Title	Responsibility Status	Mitigation	Impact Bud/Sched	Likelihood
1. Right of Way Acquisition - SMCTA and City & County of San Francisco	City, SMCTA, JPB Coordinating with Real Estate.	Determine funding source, seek funds for acquisition.	\$11M	
2. Additional funds will be needed to cover CMGC-related costs	City, SMCTA, JPB TBD	Amend MOU and add funds to the budget	\$4M	

Table 7. NOTABLE ISSUES (Top 5 in order of priority)

Issue Title	Responsibility Status	Action	Resolution Date

KEY ACTIVITIES - Current Reporting Quarter

Consultant is completing their response to the 65% plan review comments and will request to schedule focused meetings to review the responses. Consultant has provided a response to the Environmental Planning team's comments. Following a meeting with the TA and the City, a revised ICE for CMGC preconstruction services was developed and sent to the TA and City for their review. A follow up meeting is scheduled on 4/13/23. At its 3/2/23 meeting, the JPB Board approved the use of CMGC on the project.

NEXT KEY ACTIVITIES

Coordination with Real Estate regarding surveys, right of way and property acquisitions including acquisition of SMCTA and CCSF property within the project limits valued at approximately \$11M will continue. Meeting with Mike Harvey to be scheduled to discuss impacts to his property on Broadway. Per CPUC request, schedule a follow up meeting with Caltrans and UP in attendance. Focused meetings will be held to review MT's response to the 65% design plan review comments.

Table 1. Status Summary and Total Project Performance

Quarter	Safety	Schedule	Budget	Funding
Current	G	G	G	G
Previous	G	G	G	G

Project Phase: 8 - Closeout

Progress (%)	Change Prev. Qtr.	EAC / Budget
99.9%	1.09%	100%

SCOPE Summary

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

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

Project Manager: Hubert Chan
 Principal Designer: RSE
 Const. Contractor: ProVen Management, Inc.

Table 2. SAFETY INCIDENTS

Safety Incidents by type	This Quarter	Total to Date
Type I incidents	0	22
Type II Incidents	0	2

Table 3. MILESTONE SCHEDULE

Milestones	Baseline Completion	Est. or Actual Completion	Variation (days)	Δ Prev Quarter
	(A)	(B)	(C=A-B)	(D)
Adv	04/12/17	04/12/17	0	0
Bid Opening	06/12/17	06/12/17	0	0
Award	08/03/17	08/03/17	0	0
LNTP	10/09/17	10/09/17	0	0
NTP	03/06/18	03/06/18	0	0
Project status update to JPB CAC	09/15/21	09/15/21	0	0
Project status update to TA CAC (Citizen Advisory Committee)	10/05/21	10/05/21	0	0
Project status update to TA Board	10/07/21	10/07/21	0	0
Substantial Completion	11/30/21	11/30/21	0	0
Station Opening	01/13/22	01/13/22	0	0
Gate 6 - Substantial Completion	12/22/22	12/22/22	0	0
Gate 7 - Start-Up/Turnover Complete	12/22/22	12/22/22	0	0
Gate 8 - Project Closeout Complete	06/30/23	06/30/23	0	0

Table 4. PROJECT BUDGET / ESTIMATE AT COMPLETION (in thousands of \$)

Type of Work		Budget			Estimate at Completion	Variation	
Title	Code	Original	Changes	Current		Amount	Percentage
		(A)	(B)	(C = A+B)	(D)	(E = C-D)	(F = E/C)
Planning & Engineering	1100	3,127	-1,718	1,409	1,409	0	0.0%
Environmental	1200	100	-94	6	6	0	0.0%
Real Estate	2100	0	4,819	4,819	4,819	0	0.0%
Utilities Relocations	2200	200	4,670	4,870	4,870	0	0.0%
Construction ODCs	2300	0	63	63	63	0	0.0%
Const./Impl. Contracts	3100	37,000	10,236	47,236	47,236	0	0.0%
Construction Management	4100	3,323	3,427	6,750	6,750	0	0.0%
Design Support During Const.	4200	1,109	5,764	6,872	6,872	0	0.0%
Testing & Commissioning	4300	0	2,000	2,000	2,000	0	0.0%
Agency/ODCs	5000	0	1,661	1,661	1,661	0	0.0%
Project Management	5100	2,664	2,925	5,589	5,589	0	0.0%
Project & Document Control	5200	126	1,040	1,166	1,166	0	0.0%
Finance/Accounting	5300	63	-37	26	26	0	0.0%
Contracts & Procurement	5400	116	-71	44	44	0	0.0%
Legal	5500	50	322	372	372	0	0.0%
Information Technology	5600	0	11	11	11	0	0.0%
Communications/P. Relations	5700	0	19	19	19	0	0.0%
Human Resources	5800	0	0	0	0	0	
Safety/Security & Risk Mgmt.	5900	0	547	547	547	0	0.0%
Equip./Material Purchases	6100	0	269	269	269	0	0.0%
CalMod Program	7100	0	0	0	0	0	
Oper. Support	8100	1,656	2,085	3,741	3,741	0	0.0%
Undefined and others			791	791	791		
Subtotals	NA	49,533	38,729	88,262	88,262	0	0.0%
Risks (known & unknown)	NA	NA	NA	NA	276	0	0.0%
Contingency	9900	6,767	-6,490	276	NA		
Grand Totals	NA	56,300	32,239	88,539	88,539	0	0.0%

(*) ICAP already included in totals above 2,681 1,535 4,216 4,216 0 0.0%

Prior to 1/1/2021 ICAP was applied only to labor charges. Currently it is applied to all project charges and 4% is used for all estimates.

Table 5. FUNDING (in thousands of \$)

Fund Source Title	Type	Board Approved			Activated Funding (D)	Un-activated Amount (E=C-D)
		Original	Changes	Current		
		(A)	(B)	(C=A+B)		
Member Agency Funds - SMCTD (San Mateo County Transit District)	Local		1,300	1,300	1,300	-
SMCTA (Project Specific)	Local	49,100	(5,028)	44,072	44,572	(500)
FTA Section 5337 (State of Good Repair)	Federal		38,828	38,828	38,828	-
City of South San Francisco	Local	5,900	6,500	12,400	9,900	2,500
Totals		55,000	41,600	96,600	94,600	2,000

Table 6. NOTABLE RISKS (Top 5 in order of priority) (Budget Impact in thousands of \$, Schedule Impact in days)

Risk Title	Responsibility Status	Mitigation	Impact Bud/Sched	Likelihood
			\$ -	

Table 7. NOTABLE ISSUES (Top 5 in order of priority)

Issue Title	Responsibility Status	Action	Resolution Date
Fire Suppression System (need to install a new fire hydrant to support existing fire suppression system)	Hubert Chan Agreement was made with the City of SSF Fire Department to relocate dry hose connection. A new fire hydrant will not be needed. PMI has declined this extra work. Seeking new contractor to perform the work.	Relocate dry hose connection.	TBD

KEY ACTIVITIES - Current Reporting Quarter

Issued Final Acceptance and filed Notice of Completion. Released Retention on March 08, 2023.

NEXT KEY ACTIVITIES

Agency staff to prepare lessons learned session and to revise ADA slopes at ramps and landing design criteria to require industry recommended construction tolerances.

Table 1. Status Summary and Total Project Performance

Quarter	Safety	Schedule	Budget	Funding
Current	G	G	G	G
Previous	G	G	G	G

Project Phase: 3 - Development (35%)

Progress (%)	Change Prev. Qtr.	EAC/Budget
0.3%	0.04%	100%

SCOPE Summary

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

The Cities of South San Francisco and San Bruno are co-sponsors of the Project.

Project Manager: Alexander Acenas
 Principal Designer: TBD
 Const. Contractor: TBD

Table 2. SAFETY INCIDENTS

Safety Incidents by type	This Quarter	Total to Date
Type I Incidents	0	0
Type II Incidents	0	0

Table 3. MILESTONE SCHEDULE

Milestones	Baseline Completion	Est. or Actual Completion	Variation (days)	Δ Prev Quarter
	(A)	(B)	(C=A-B)	(D)
Gate 1 Project Initiation	01/01/18	01/01/18	0	0
Gate 2 - 15% Development Complete	05/31/22	05/31/22	0	0
Environmental Clearance Complete	04/30/23	04/30/23	0	0
Gate 3 - 35% Development Complete	10/31/24	10/31/24	0	0
Gate 4 - 65% Development Complete	10/31/25	10/31/25	0	0
Gate 5 - 100% Development Complete/IFB	04/30/27	04/30/27	0	0
IFB	10/01/27	10/01/27	0	0
ROW Permits Complete	03/31/28	03/31/28	0	0
Main Contract Award	04/30/28	04/30/28	0	0
NTP	05/01/28	05/01/28	0	0
Gate - 6 Substantial Completion	06/30/31	06/30/31	0	0
Gate - 7 Start-up/Turnover Complete	10/31/31	10/31/31	0	0
Gate - 8 Project Closeout Complete	01/31/32	01/31/32	0	0

Table 4. PROJECT BUDGET / ESTIMATE AT COMPLETION (in thousands of \$)

Type of Work		Budget			Estimate at Completion (D)	Variation	
Title	Code	Original	Changes	Current		Amount (E =C-D)	Percentage (F =E/C)
		(A)	(B)	(C =A+B)			
Planning & Engineering	1100	15,976		15,976	15,976	0	0.0%
Environmental	1200	2,288		2,288	1,730	558	24.4%
Real Estate	2100	8,216		8,216	8,216	-0	-0.0%
Utilities Relocations	2200	7,904		7,904	7,904	-0	-0.0%
Const./Impl. Contracts	3100	230,880		230,880	230,880	-0	-0.0%
Construction Management	4100	6,240		6,240	6,240	0	0.0%
Design Support During Const.	4200	1,300		1,300	1,300	-0	-0.0%
Testing & Commissioning	4300	1,300		1,300	1,300	-0	-0.0%
Agency/ODCs	5000	78		78	314	-236	-303.1%
Project Management	5100	1,508		1,508	1,751	-243	-16.1%
Project & Document Control	5200	468		468	471	-3	-0.6%
Finance/Accounting	5300	135		135	130	5	3.6%
Contracts & Procurement	5400	187		187	176	11	5.7%
Legal	5500	62		62	70	-8	-12.7%
Information Technology	5600	0		0	5	-5	
Communications/P. Relations	5700	62		62	66	-3	-5.4%
Human Resources	5800	0		0	4	-4	
Safety/Security & Risk Mgmt.	5900	104		104	97	7	7.1%
Equip./Material Purchases	6100	0		0	0	0	
CalMod Program	7100	177		177	177	0	0.0%
Oper. Support	8100	749		749	749	0	0.0%
Subtotals	NA	277,635	0	277,635	277,556	79	0.0%
Risks (known & unknown)	NA	NA	NA	NA	27,725	0	0.0%
Contingency	9900	27,725		27,725	NA		
Grand Totals	NA	305,360	0	305,360	305,281	79	0.0%
(*) ICAP already included in totals above		11,745	0	11,745	11,742	3	0.0%

Prior to 1/1/2021 ICAP was applied only to labor charges. Currently it is applied to all project charges and 4% is used for all estimates.

Table 5. FUNDING (in thousands of \$)

Fund Source Title	Type	Board Approved			Activated Funding (D)	Un-activated Amount (E=C-D)
		Original	Changes	Current		
		(A)	(B)	(C=A+B)		
SMCTA (Project Specific)	Local	650	4,950	5,600	5,600	0
City of San Bruno	Local	60	163	223	189	34
City of South San Francisco	Local	100	387	487	407	80
Member Agency Funds - SMCTD (San Mateo County Transit District)	Local	85		85	85	0
Totals*		895	5,500	6,395	6,281	114

*\$114K is for City of SSF and City of San Bruno staff charges

Table 6. NOTABLE RISKS (Top 5 in order of priority) (Budget Impact in thousands of \$, Schedule Impact in days)

Risk Title	Responsibility Status	Mitigation	Impact Bud/Sched	Likelihood
1. Cost proposals received for PE-EC phase services exceeds ICE	PM	Negotiate with highest-ranked proposer to align fee with budget	\$ 1.6 M	

Table 7. NOTABLE ISSUES (Top 5 in order of priority)

Issue Title	Responsibility Status	Action	Resolution Date

KEY ACTIVITIES - Current Reporting Month









Staff is negotiating with the higher-ranked proposer to align their fee proposal with the budget.

NEXT KEY ACTIVITIES

Target April 2023 JPB Board meeting to award design contract. Prepare Staff Report, Resolution and PowerPoint.

PROJECT NOTES

Table 1. Status Summary and Total Project Performance

Quarter	Safety	Schedule	Budget	Funding
Current	G 	Y 	G 	G 
Previous	G 	R 	G 	G 

Project Phase: 2 - Development (0-15%)

Progress (%)	Change Prev. Qtr.	EAC/Budget
TBD	N/A	100%

The scope of work for the next phase of the project is to be determined but will likely include additional planning work. As a result the project will temporarily pause as Caltrain and City Staff discuss next steps.

SCOPE Summary

A potential grade separation at Whipple Avenue in Redwood City is proposed to improve safety and decrease expected future traffic delays due to growth in vehicle traffic, accommodate greater frequency of Caltrain service, and the eventual addition of high-speed rail service. Whipple Avenue is not the only at-grade crossing in Redwood City, however, and thus a potential grade separation at Whipple Avenue is being studied with potential grade separations at Brewster Avenue, Broadway, Maple Street, Main Street, and Chestnut Street. There is a high likelihood that multiple streets would be integrated into one grade separation project.

PLANNING SCOPE Summary

The Whipple Avenue Grade Separation Planning Study builds upon previously completed studies. The alternatives analysis and design work in this Study considers and incorporates where appropriate, design work done in the 2009 Footprint Study for the six at grade crossings mentioned above. The scope of work also focuses on alternatives for grade separation that accommodate a four-track station to allow for transfers between Caltrain local and express trains, as well as for the future high-speed rail service, per the Long-Range 2040 Service Vision. Much consideration is also being given to multiple near-term development projects in close vicinity to the potential grade separations and station expansion as additional land adjacent to the Corridor is needed to ensure the viability of the future transit infrastructure projects. Given the complexity of the planning context in the vicinity of the potential grade separations, there may be multiple alternatives selected as preferred at the end of the Study, unless there is strong preference for just one.

Redwood City serves as the Project Sponsor for the Study, providing input on the alternatives and informing the Study in terms of new development in close proximity to the potential grade separations. City staff are the public face of the project, and help promote, facilitate and participate in public outreach efforts in coordination with the JPB. The JPB is the implementing agency and contracts with AECOM, the project consultant, to conduct the planning work and to prepare a project summary upon completion of the scope of work.

Project Manager: David Pape

Principal Designer: TBD

Const. Contractor: TBD

Table 2. SAFETY INCIDENTS

Safety Incidents by type	This Quarter	Total to Date
Type I incidents	0	0
Type II Incidents	0	0

Table 3. MILESTONE SCHEDULE

Milestones	Baseline Completion	Completion (A = Actual)	Variation (days)	Δ Prev Quarter
	(A)	(B)	(C=A-B)	(D)
Project Coordination	08/31/20	08/31/20	0	0
Set-Up Work Directive	09/15/18	09/15/18	0	0
Project Kick-Off/Mobilization	09/30/18	09/30/18	0	0
Data Collection	01/31/19	01/31/19	0	0
Review of Previous Studies	01/31/19	01/31/19	0	0
Alternative Development and Screening Criteria	02/28/22	05/31/22	-92	0
Alternative Analysis and Recommendation	03/31/22	06/10/22	-71	0
Draft Report Production	05/31/22	07/05/22	-35	0
Final Report Production	06/30/22	09/30/22	-92	0
Gate 2 - 15% Development Complete	09/30/22	TBD	0	0

Table 4. PROJECT BUDGET / ESTIMATE AT COMPLETION (in thousands of \$)

Type of Work		Budget			Estimate at Completion	Variation	
Title	Code	Original	Changes	Current		Amount	Percentage
		(A)	(B)	(C=A+B)	(D)	(E=C-D)	(F=E/C)
Planning & Engineering	1100	1,151		1,151	1,151	0	0.0%
Environmental	1200	0		0	0	0	
Real Estate	2100	0		0	0	0	
Utilities Relocations	2200	0		0	0	0	
Const./Impl. Contracts	3100	0		0	0	0	
Construction Management	4100	0		0	0	0	
Design Support During Const.	4200	0		0	0	0	
Testing & Commissioning	4300	0		0	0	0	
Agency/ODCs	5000	0		0	0	0	
Project Management	5100	0		0	0	0	
Project & Document Control	5200	0		0	0	0	
Finance/Accounting	5300	0		0	0	0	
Contracts & Procurement	5400	0		0	0	0	
Legal	5500	0		0	0	0	
Information Technology	5600	0		0	0	0	
Communications/P. Relations	5700	0		0	0	0	
Human Resources	5800	0		0	0	0	
Safety/Security & Risk Mgmt.	5900	0		0	0	0	
Equip./Material Purchases	6100	0		0	0	0	
CalMod Program	7100	0		0	0	0	
Oper. Support	8100	0		0	0	0	
Subtotals	NA	1,151	0	1,151	1,151	0	0.0%
Unknown Risks	NA	NA	NA	NA	0		
Unallocated Contingency	9900	0		0	NA	0	
Grand Totals	NA	1,151	0	1,151	1,151	0	0.0%
(*) ICAP already included in totals above		18	0	18	18	0	0.0%

Prior to 1/1/2021 ICAP was applied only to labor charges. Currently it is applied to all project charges and 4% is used for all estimates.

Table 5. FUNDING (in thousands of \$)

Fund Source Title	Type	Board Approved			Activated Funding (D)	Un-activated Amount (E-C-D)
		Original	Changes	Current		
		(A)	(B)	(C=A+B)		
SMCTA (Project Specific)	Local	750	301	1,051	1,051	0
Redwood City	Local	100		100	100	0
Totals		850	301	1,151	1,151	0

Table 6. NOTABLE RISKS (Top 5 in order of priority) (Budget Impact in thousands of \$, Schedule Impact in days)

Risk Title	Responsibility Status	Mitigation	Impact Bud/Sched	Likelihood
			\$ -	

Table 7. NOTABLE ISSUES (Top 5 in order of priority)

Issue Title	Responsibility Status	Action	Resolution Date

KEY ACTIVITIES - Current Reporting Quarter

None.

NEXT KEY ACTIVITIES

None.

PROJECT NOTES

The scope of work for the next phase of the project is to be determined but will likely include additional planning work. As a result the project will temporarily pause as Caltrain and City Staff discuss next steps.

Table 1. Status Summary and Total Project Performance

Project Phase: **6 - Construction/Implementation**

Quarter	Safety	Schedule	Budget	Funding	Progress (%)	Change Prev. Qtr.	EAC/Budget
Current	G	G	G	G	35.58%	14.15%	100%
Previous	G	G	G	G			

SCOPE Summary

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

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

Project Manager: Robert Tam
 Principal Designer: HNTB
 Const. Contractor: Granite Rock

Table 2. SAFETY INCIDENTS

Safety Incidents by type	This Quarter	Total to Date
Type I incidents	0	0
Type II Incidents	0	0

Table 3. MILESTONE SCHEDULE

Milestones	Baseline Completion	Est. or Actual Completion	Variation (days)	Change Prev. Quarter
	(A)	(B)	(C=A-B)	(D)
Project Start	07/01/21	07/01/21	0	0
Preliminary (35%) Design Complete	09/30/21	09/30/21	0	0
65% Design Complete	02/01/22	01/21/22	11	0
100% Design Complete	06/30/22	06/30/22	0	0
Gate 5 - 100% Development/IFB Complete	07/31/22	07/31/22	0	0
IFB	09/30/22	09/30/22	0	0
All Permits Received	12/07/22	12/07/22	0	0
Award Construction Contract	01/05/23	12/01/22	35	0
NTP	02/06/23	02/06/23	0	0
Gate 6 - Substantial Completion	12/01/23	12/01/23	0	0
Gate 7 - Start-Up / Turnover Complete	01/31/24	01/31/24	0	0
Gate 8 - Project Closeout Complete	03/01/24	03/01/24	0	0

Table 4. PROJECT BUDGET / ESTIMATE AT COMPLETION (in thousands of \$)

Type of Work		Budget *			Estimate at Completion (D)	Variation	
Title	Code	Original (A)	Changes (B)	Current (C=A+B)		Amount (E=C-D)	Percentage (F=E/C)
Planning & Engineering	1100	600	-41	559	559	0	0
Environmental	1200	30	0	30	30	0	0
Real Estate	2100	30	0	30	30	0	0
Utilities Relocations	2200	0	0	0	0	0	
Construction ODCs	2300	0	416	416	416	0	0.0%
Const./Impl. Contracts	3100	2,000	-1,100	900	900	0	0
Construction Management	4100	350	0	350	350	0	0
Design Support During Const.	4200	100	0	100	100	0	0
Testing & Commissioning	4300	0	0	0	0	0	
Agency/ODCs	5000	0	80	80	80	0	0
Project Management	5100	250	0	250	250	0	0
Project & Document Control	5200	50	70	120	120	0	0
Finance/Accounting	5300	30	0	30	30	0	0
Contracts & Procurement	5400	25	0	25	25	0	0
Legal	5500	25	0	25	25	0	0
Information Technology	5600	0	0	0	0	0	
Communications/P. Relations	5700	0	10	10	10	0	0
Human Resources	5800	0	0	0	0	0	
Safety/Security & Risk Mgmt.	5900	0	25	25	25	0	0
Equip./Material Purchases	6100	25	-25	0	0	0	
CalMod Program	7100	0	0	0	0	0	
Oper. Support	8100	100	400	500	500	0	0
Subtotals	NA	3,615	-165	3,450	3,450	0	0
Risks (known & unknown)	NA	NA	NA	NA	711	0	0
Contingency	9900	560	151	711	NA		
Grand Totals	NA	4,175	-14	4,161	4,161	0	0
(*) ICAP already included in totals above		147	0	147	0	147	100.0%

Prior to 1/1/2021 ICAP was applied only to labor charges. Currently it is applied to all project charges and 4% is used for all estimates.

Table 5. FUNDING (in thousands of \$)

Fund Source Title	Type	Board Approved			Activated Funding (D)	Unactivated Amount (E=C-D)
		Original (A)	Changes (B)	Current (C=A+B)		
SMCTA	Local	4,125		4,125	4,125	0
Member Agency Funds--Santra Clara-VTA General Funds	Other	50	-14	36	36	0
Totals		4,175	-14	4,161	4,161	0

Table 6. NOTABLE RISKS (Top 5 in order of priority) (Budget Impact in thousands of \$, Schedule Impact in days)

Risk Title	Responsibility Status	Mitigation	Impact Bud/Sched	Likelihood
None.				

Table 7. NOTABLE ISSUES (Top 5 in order of priority)

Issue Title	Responsibility Status	Action	Resolution Date
None.			

KEY ACTIVITIES - Current Reporting Quarter

Held weekly construction meeting with the Contractor Graniterock. Reviewed submittals and answered Requests For Information. Worked with the Town of Atherton and the contractor on the city's encroachment permit. Worked with PG&E to get the contract signed for providing electrical power to the new street lights.

NEXT KEY ACTIVITIES

Mobilization and begin construction.

PROJECT NOTES

None.

PROJECT PHOTOS

To be updated.

Ferry Program Projects

Sponsor	Project Name	Fund Phase(s)	Project Scope	Project Status	Measure A Funds Allocated	Expended Funds	Remaining Funds
Redwood City	Redwood City Ferry Terminal Project	Preliminary Engineering & Environmental	This phase will prepare preliminary engineering, environmental review (PE/ENV) and permitting for both the waterside and land-side components. The waterside components consist of pile-supported barge or floating dock, with ADA-compliant boarding ramps and gangway to a pile-supported shelter platform, electric utilities for boarding ramps, shore power, lighting and utilities for potable water and fire protection. The land-side components, include a 250-space parking lot with transit stops for shuttles/ride share, bike/pedestrian network connections, secure bike parking, electrical, communication and water utilities serving the ferry terminal. The Port will lead the PE/ENV phase with collaboration from Redwood City and WETA. The PE/ENV phase is scheduled to finish by June 2025.	The Port of Redwood City received three proposals for the environmental clearance portion of the project scope. The Board of Port Commissioners authorized execution of a professional services agreement with CDM Smith to complete the environmental review on March 22, 2023. The Notice to Proceed to CDM Smith is expected to be issued by April 30, 2023.	\$3,499,200	\$0	\$3,499,200
South San Francisco	South San Francisco Second Ferry Terminal Project	Planning (Feasibility Study)	Preparation of a Feasibility Study and Preliminary Engineering for a second ferry terminal to support public water taxi ferry service at Oyster Point in the City of South San Francisco. The Study will provide information on the viability of a public ferry service expansion beyond the existing Water Emergency Transportation Authority (WETA) public ferry service in South San Francisco as an essential first step before further effort is taken to develop a new ferry terminal. The San Mateo County Transportation Authority (TA) funded \$8.1 million for the construction of the existing WETA terminal. The feasibility study and preliminary engineering is scheduled to finish by June 2023.	Project team circulated updated conceptual plans for landscape/site surface improvements with various City departments for feedback. Technical studies for the environmental clearance document were started and exhibits were prepared for meetings with regulators.	\$350,000	\$200,726	\$249,274

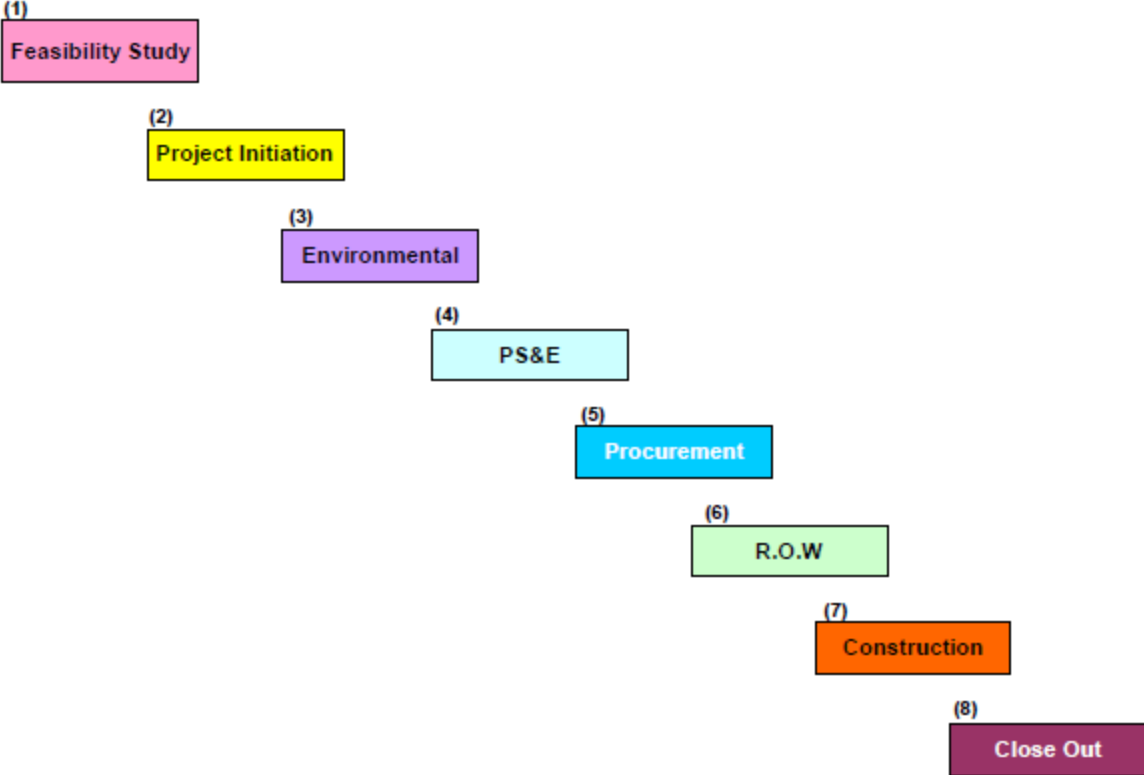
Pedestrian And Bicycle Program Project

Sponsor	Project Name	Fund Phase(s)	Project Status	Award Date	Expected Completion	Scope of Work Agreement Expiration Date	Measure A Funds Awarded	Measure W Funds Awarded	Expended Funds ¹	Remaining Funds
Burlingame	Burlingame Station Pedestrian Improvements Project	CON	Construction started in January 2023. Bio-retention areas, drainage infrastructure, and concrete sidewalks were completed. Project was slightly delayed due to rain.	Dec 2020	Jun 2023	May 2024	\$0	\$600,000	\$0	\$600,000
Burlingame	California Drive Bicycle Facility	CON	The City awarded a construction contract and the project is scheduled to break ground in May 2023.	Dec 2020	Sep 2023	Mar 2024	\$800,000	\$0	\$0	\$800,000
Daly City	John Daly Blvd./Skyline Blvd. Pedestrian Connection Project	PS&E, CON	The City awarded a contract for the design phase of the project and the expected completion date has been revised from Dec 2025 to Feb 2025.	Dec 2020	Feb 2025	May 2026	\$0	\$620,800	\$0	\$620,800
Daly City	Mission Street Streetscape Project	PS&E, CON	Construction work continued and included the completion of curb ramps at median passages and installation working began for irrigation lines and pedestrian street light poles.	Mar 2018	Jun 2023	Jul 2023	\$810,000	\$0	\$84,277	\$725,723
Daly City	Vision Zero Community Outreach Program	Non-Infra	The Vision Zero informational videos for youths and seniors have been drafted and the social media calendar has been implemented.	Dec 2020	Mar 2023	May 2023	\$0	\$50,000	\$1,070	\$48,930
Half Moon Bay	Pacific Coast Bikeway Connectivity Project North	PAED, PS&E, ROW	The Draft IS/MND (Project Initial Study/Mitigated Negative Declaration) was circulated for public review and input was required by 4/29/23. The City received a new Measure A Ped/Bike grant to fully fund the construction phase.	Mar 2018	Sep 2023	Sep 2023	\$315,000	\$0	\$170,286	\$144,714
Menlo Park	Havee Avenue Streetscape Project	PAED, PS&E, CON	The project was advertised for construction and contract bids were due on April 10, 2023.	Apr 2024	Oct 2024	Original: 4/2021 Extension: 12/2024	\$170,000	\$0	\$32,294	\$137,706
Menlo Park	Menlo Park Bike/Ped Enhancement Project	PS&E, CON	Construction completed. Final invoicing and project close-out will occur during the next quarter.	Mar 2018	Mar 2023	Jul 2023	\$805,600	\$0	\$296,453	\$509,147
Town of Portola Valley	Rectangular Rapid Flashing Beacon (RRFB) on Alpine Rd. at Golden Oaks Drive Project	ROW, CON	Project team continued design work and anticipates PS&E will be finalized in June 2020 and anticipates going to bid August 2023.	Dec 2020	Dec 2023	May 2024	\$0	\$58,226	\$0	\$58,226
Town of Portola Valley	Rectangular Rapid Flashing Beacon (RRFB) on Portola Rd. at Corte Madera Rd. Project	CON	Project team continued design work and anticipates PS&E will be finalized in June 2020 and anticipates going to bid August 2023.	Dec 2020	Dec 2023	Mar 2024	\$0	\$102,703	\$0	\$102,703
Redwood City	Hopkins Avenue Traffic Safety Implementation Project	CON	Construction work was completed for utilities and sidewalks/curb ramps. Construction was delayed due to weather but should be completed during the next quarter. Project will be invoiced and completed next quarter.	Dec 2020	Mar 2023	Jul 2024	\$0	\$360,000	\$0	\$360,000
San Bruno	Huntington Bikeway and Pedestrian Safety Project	PS&E, ROW, CON	Final design was at 100% completion.	Dec 2020	Dec 2023	Oct 2026	\$1,401,000	\$0	\$0	\$1,401,000
San Carlos	Holly Street Highway 101 Interchange Project	CON	The City submitted a letter to the TA Board of Directors on March 30, 2023 indicating they will not be pursuing completion of this project and wish to relinquish their funding. The project currently has an \$18 million funding shortfall. All project funds will be de-programmed in Summer 2023.	Dec 2022	Oct 2026	N/A	\$1,000,000	\$0	\$0	\$1,000,000
County of San Mateo	Santa Cruz Avenue and Alameda de las Pulgas Improvement Project	PAED, PS&E	Final design was nearing 100% completion and final comments to address community concerns are being incorporated.	Dec 2020	Jul 2023	Jun 2023	\$0	\$700,000	\$289,053	\$410,947
San Mateo	Hillside Caltrain Station Bicycle Access Gap Closure Project	PLAN, PAED, PS&E	Community and stakeholder engagement was started. City staff requested approval from SMCTA to expand the scope to include further east on 28th Avenue under the Hillside Station area.	Dec 2020	June 2023	Dec 2023	\$153,000	\$0	\$0	\$153,000

Notes:




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

Project Phases



Note: Phase sequence is as shown; however some phases may overlap.




**HIGHWAY PROJECTS -
PERFORMANCE STATUS DEFINITIONS**

SECTIONS	 On Target (GREEN)	 Moderate Risk (YELLOW)	 High Risk (RED)
SCHEDULE	<p>(a) Project milestones / critical path are within plus / minus four months of the current baseline schedule.</p> <p>(b) Physical progress during the report period is consistent with incurred expenditures.</p> <p>(c) Schedule has been defined.</p>	<p>(a) Project milestones / critical path show slippage. Project is more than four to six months behind the current baseline schedule.</p> <p>(b) No physical progress during the report period, but expenditures have been incurred.</p> <p>(c) Detailed baseline schedule NOT finalized.</p>	<p>(a) Forecast project completion date is later than the current baseline scheduled completion date by more than six months.</p>
BUDGET	<p>(a) Estimate at Completion forecast is within plus /minus 10% of the Current Approved Budget.</p>	<p>(a) Estimate at Completion forecast exceeds Current Approved Budget between 10% to 20%.</p>	<p>(a) Estimate at Completion forecast exceeds Current Approved Budget by more than 20%.</p>
FUNDING	<p>(a) Expenditure is consistent with Available Funding.</p> <p>(b) All funding has been secured or available for scheduled work.</p>	<p>(a) Expenditure reaches 90% of <u>Available Funding</u>, where remaining funding is NOT yet available.</p> <p>(b) NOT all funding is secured or available for scheduled work.</p>	<p>(a) Expenditure reaches 100% of <u>Available Funding</u>, where remaining funding is NOT yet available.</p> <p>(b) No funding is secured or available for scheduled work.</p>

Notes:

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

**CALTRAIN GRADE SEPERATION PROJECTS -
PERFORMANCE STATUS DEFINITIONS**

SECTIONS	 On Target (GREEN)	 Moderate Risk (YELLOW)	 High Risk (RED)
1. SCOPE	<p>(a) Scope is consistent with Budget or Funding.</p> <p>(b) Scope is consistent with other projects.</p> <p>(c) Scope change has been mitigated.</p>	<p>(a) Scope is NOT consistent with Budget or Funding.</p> <p>(b) Scope appears to be in conflict with another project.</p> <p>(c) Scope changes have been proposed.</p>	<p>(a) Significant scope changes/ significant deviations from the original plan.</p>
2. BUDGET	<p>(a) Estimate at Completion is within plus /minus 5% of the Current Board Approved Budget.</p>	<p>(a) Estimate at Completion exceeds the Current Board Approved Budget by 5% to 10%.</p>	<p>(a) Estimate at Completion exceeds the Current Board Approved Budget by more than 10%.</p>
3. SCHEDULE	<p>(a) Project milestones / critical path are within plus / minus two months of the current baseline schedule.</p> <p>(b) Physical progress during the report period is consistent with incurred expenditures.</p> <p>(c) Schedule has been defined.</p>	<p>(a) Project milestones/critical path show slippage. Project is more than two to six months behind the current baseline schedule.</p> <p>(b) No physical progress during the report period, but expenditures have been incurred.</p> <p>(c) Detailed baseline schedule NOT finalized.</p>	<p>(a) Project milestones/critical path show slippage more than two consecutive months.</p> <p>(b) Forecast project completion is later than the current baseline scheduled completion by more than six months.</p> <p>(c) Schedule NOT defined for two consecutive months.</p>
4. SAFETY	<p>(a) No reported safety related incidents on the project.</p>	<p>(a) One Near Miss or incident requiring written report based on contract requirements.</p>	<p>(a) Injury (worker or passenger) requiring reporting to the Federal Railroad Administration.</p> <p>(b) Two or more Miss or incident requiring written report based on contract requirements.</p>

SUPPLEMENTAL INFORMATION

Personnel Summary by Division

San Mateo County Transportation Authority
Full-Time Equivalents
Fiscal Years 2014 through 2023

DIVISION	Full-Time Equivalents									
	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014
CALTRAIN MODERNIZATION PROGRAM					-	-	0.20	-	-	-
CUSTOMER SERVICE AND MARKETING	4.07	2.75	2.56	3.02	1.39	1.50	1.50	0.15	0.15	0.17
EXECUTIVE	0.45	0.35	0.35	0.35	0.50	0.50	0.50	0.40	0.57	0.60
FINANCE AND ADMINISTRATION	4.05	3.37	2.89	2.65	3.07	2.80	2.75	2.17	2.10	2.29
OPERATIONS, ENGINEERING AND CONSTRUCTION	0.11	0.07	0.07	0.12	0.14	0.08	0.08	4.16	4.34	4.35
PLANNING AND DEVELOPMENT	10.94	10.11	8.71	9.07	7.94	7.59	7.59	3.39	3.35	3.30
PUBLIC AFFAIRS				-	-	-	-	1.40	1.20	1.20
TOTAL EMPLOYEES	19.62	16.65	14.58	15.21	13.04	12.47	12.62	11.67	11.71	11.91

Note: The organization went through a reorganization in FY2010; Caltrain Modernization Program division was added in FY2013 as a replacement for the Peninsula Rail department.

Source: TA's annual operating and capital budgets.

This table presents total full-time equivalents by division.

Demographic Data

**San Mateo County Transportation Authority
Demographic and Economic Information-Population, Income, and Unemployment Rates
Fiscal Years 2014 through 2023**

<u>Year</u>	<u>Population</u> ^[1]	<u>Total Personal Income (in millions)</u> ^[2]	<u>Per Capita Personal Income</u> ^[2]	<u>Average Unemployment Rates</u> ^[3]
2023	738,705 *	\$ 117,533 *	\$ 154,993 *	3.1%
2022	744,662	114,109 *	150,479 *	2.1%
2021	751,596	110,786 *	146,096 *	5.0%
2020	771,061	107,559	141,841	10.8%
2019	774,231	101,056	132,133	2.2%
2018	772,372	96,306	125,332	2.5%
2017	770,256	89,223	116,077	2.9%
2016	765,895	81,488	106,115	3.3%
2015	759,155	78,525	102,639	3.3%
2014	758,581	71,027	93,802	4.2%

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

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

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

*2023 Population estimate is base on 0.8% decline from 2022

*Personal Income and Per Capital Personal Income data for 2021, 2022, and 2023 is based on an estimated three percent annual increase over 2020.

Source data for table is FY22 San Mateo County ACFR

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

Source: County of San Mateo FY2022 ACFR

**San Mateo County Transportation Authority
Demographic and Economic Information-Principal Employers
Fiscal Years 2021 and 2013**

Employers in San Mateo County	Business Type	2021*			2013		
		Number of Employees	Rank	Percent of Total County Employment	Number of Employees	Rank	Percent of Total County Employment
Meta (Facebook Inc.)	Social Network	15,407	1	3.51%	2,865	7	0.75%
Genentech Inc.	Biotechnology	12,000	2	2.73%	8,800	2	2.30%
Oracle Corp.	Hardware and Software	9,149	3	2.08%	6,524	3	1.71%
United Airlines	Airline	7,894	4	1.80%	10,000	1	2.62%
County of San Mateo	Government	5,705	5	1.30%	5,929	4	1.55%
Gilead Sciences Inc.	Biotechnology	4,190	6	0.95%	2,596	8	0.68%
YouTube	Online Video-Streaming Platform	2,384	7	0.54%			
Sony Interactive Entertainment	Interactive Entertainment	1,855	8	0.42%			
Alaska Airlines	Airline	1,591	9	0.36%			
Electronic Arts Inc.	Video Game Developer and Publisher	1,478	10	0.34%			
Visa USA/Visa International	Global Payments Technology				2,895	6	0.76%
Kaiser Permanente	Healthcare				3,911	5	1.02%
Mills-Peninsula Health Services	Healthcare				2,200	9	0.58%
Safeway Inc.	Retail Grocer				2,195	10	0.57%
Total		61,653		14.03%	47,915		12.55%

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

This table presents the top 10 principal employers in San Mateo County for 2021 and 2013.

Source: San Francisco Business Times - 2022 Book of Lists; California Employment Development Department (provided by San Mateo County Controller's office) from the FY2022 County of San Mateo ACFR

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY
CAPITAL OUTLAYS
FISCAL YEARS 2013 Through 2022 (in thousands)**

Cumulative Capital Projects	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
Dumbarton Spur	\$ 34,006	\$ 33,996	\$ 33,831	\$ 33,697	\$ 33,657	\$ 33,447	\$ 33,309	\$ 33,104	\$ 32,894	\$ 32,565
Caltrain-Downtown Extension	369,716	353,331	332,396	316,908	291,837	229,908	216,918	201,236	186,663	178,993
Paratransit	8	8	7	7	7	7	7	7	2	-
Ferry	8,927	8,286	8,170	8,097	8,090	8,090	8,090	8,090	8,088	8,087
Local Shuttle	27,771	25,021	19,680	16,951	13,101	10,892	7,850	5,910	3,707	2,269
Railroad Grade Separations	343,834	333,621	311,280	293,341	269,226	251,184	250,363	246,221	239,697	212,143
Streets and Highways	644,905	578,776	474,903	418,793	377,040	314,829	294,846	275,287	253,794	245,552
Alternative Congestion Relief	5,050	4,164	3,742	2,973	2,269	1,811	1,366	897	456	10
Admin, Oversight and Bicycle	25,598	23,249	26,531	23,428	21,117	18,541	16,321	13,911	12,272	11,005
Total	\$ 1,459,815	\$ 1,360,452	\$ 1,210,540	\$ 1,114,195	\$ 1,016,344	\$ 868,709	\$ 829,069	\$ 784,663	\$ 737,573	\$ 690,624

Source: Current and prior years' Annual Comprehensive Financial Reports.

This table presents the total cumulative capital outlay on public transportation projects for the past 10 years.

Glossary

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

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

Depreciation	Amount of expense charged against earnings by a company Expense to write off the cost of a plant or machine over its 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
ELJPA	San Mateo County Express Lanes Joint Powers Authority
EMUs	Electric Multiple Unit. Consisting of self-propelled carriages using electricity as the motive power.
EIR	Environmental Impact Report -- A comprehensive analysis of the environmental impacts of a proposed project under California Environmental Quality Act.
EIS	Environmental Impact Statement -- A comprehensive analysis of the environmental impacts of a proposed project under National Environmental Protection Act.
EPA	Environmental Protection Agency
Equity	Residual interest in the assets of an entity that remains after deducting its liabilities
FHWA	Federal Highway Administration -- Branch of the Department of Transportation
FTA	Federal Transit Administration -- Agency of the United States Department of Transportation that provides federal transit financing, policy and programs.
Fiduciary Funds	Fiduciary funds account for assets held in a trustee or agency capacity. Fiduciary funds used by the TA include expendable trust funds and a nonexpendable trust fund. An expendable trust fund is used to account for a fiduciary relationship that allows for the expending of both the principal and income of the fund. A nonexpendable trust fund is used where the principal must be preserved intact and only the interest earned on principal may be used for specified purposes.
Fixed Assets	Those assets of a permanent nature required for the normal conduct of a

business, and which will not normally be converted into cash during the ensuring fiscal period. For example, furniture, fixtures, land, and buildings are all fixed assets. However, accounts receivable and inventory are not.

FTEs	Full-Time Equivalent. Conversion of several part-time employees into the equivalent hours worked by a full-time employee.
Fund	A fiscal and accounting entity with self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, that are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.
Fund Balance	The difference between assets and liabilities reported in a government fund.
FY	Fiscal Year -- Budget year beginning July 1 and ending on June 30.
Fixed-Route	Public transit service that operates on a regular basis over a predefined route at predefined times as defined in a public timetable (e.g., bus and rail).
GASB	Governmental Accounting Standards Board; establishes accounting and financial reporting standards for state and local governmental units
General Funds	This is the name given to the entity that accounts for all the assets and resources used for financing the general administration of the governmental unit and the traditional services provided to its residents. Operating Funds and current funds are names sometimes given to funds that function as general funds.
GRH	Guaranteed Ride Home program. Provides financial relief to a commuter using alternative mode of transportation (other than driving alone) in the event of an emergency.
HOV	High Occupancy Vehicle
ICAP	Indirect Cost Allocation Plan - In October 2002, the Federal Transit Administration approved SamTrans' Cost Allocation Plan for recovery of overhead expenses and indirect costs. In addition to costs for support functions, Capitalized Indirect Costs are identified as general overhead allocated to capital projects receiving benefits from the SamTrans resources. Capitalized Indirect Cost reduces the Transportation Authority operating costs through transfers to capital programs. They are included in the administrative Staff Support.
JPB	Peninsula Corridor Joint Powers Board -- Joint powers agency which operates Caltrain service and comprised of San Mateo County Transit District, San

Francisco Muni and Santa Clara Valley Transportation Authority.

KPI	Key Performance Indicator is a quantifiable measure of performance over time for a specific object.
LAIF	Local Area Investment Fund. California local government and special districts investment alternative started in 1977 and uses the investment expertise of the State Treasurer's Office professional investment staff.
LOS	Level of Service -- A measure of traffic congestion, ranging from A (free-flowing traffic) to F (gridlock). Also used to denote the quantity of service on a transit route, including both frequency and hours of service.
Measure A	Passed in 1988, this measure approved a one-half cent sales tax increase to fund local transportation projects. Sales tax receipts are administered by the San Mateo County Transportation Authority (SMCTA).
Measure W	Passed in 2018, effective July 2019, this measure approved a one-half cent sales tax increase to fund local transportation projects. Sales tax receipts are administered jointly (50%/0%) by the San Mateo County Transportation Authority (SMCTA) and the San Mateo County Transit District (SamTrans).
MPO	Metropolitan Planning Organization -- A federally designated transportation planning and programming body responsible for the Regional Transportation Plan and the Transportation Improvement Plan in its region.
MTC	Metropolitan Transportation Commission -- The MPO for the nine Bay Area counties responsible for coordinating regional transportation planning and financing.
OPEB	Other post-employment benefits
Paratransit	Transportation service required by the ADA for individuals with disabilities who are unable to use fixed-route service.
Paratransit Trust	The Paratransit Trust Fund was established as provided in Fund the Transportation Expenditure Plan with a principal balance of \$25.0 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.
PCEP	Peninsula Corridor Electrification Project. Forms part of the Caltrain Modernization program.

Public Transit	Provision of general or special transportation service by a public agency to the public on a regular and continuing basis.
Redi-Wheels	Initiated in March 1977, Redi-Wheels is a transportation service for persons with disabilities who cannot independently use regular SamTrans bus service some of the time or all of the time. The San Mateo County Transit District provides the Redi-Wheels service, often referred to as paratransit. Redi-Wheels uses small buses, mini-vans and sedans for this service.
ROW	Right-of-Way
RTA	Regional Transit Association -- An association of Bay Area public transit operators.
RTCC	Regional Transit Coordinating Council -- Composed of the general managers of the region's largest transit operators, this committee coordinates routes, schedules, fares and transfers among operators; provides input to MTC on transit policy and funding; and conducts legislative advocacy.
RTP	Regional Transportation Plan -- A multimodal blueprint to guide the region's transportation development for a 20-year period as required by state and federal law.
SamTrans	San Mateo County Transit District -- provides fixed-route bus, special service bus and paratransit service in San Mateo County.
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.
SMCTA	San Mateo County Transportation Authority (also known as "TA").
SOGR	State of Good Repair. Federal Transit Administration (FTA) grants to be used in urbanized areas for repairs and upgrading of rail and bus rapid transit systems.
S RTP	Short Range Transit Plan -- A 10-year comprehensive plan required of all transit operators by federal and regional transportation funding agencies.
STA	State Transit Assistance -- Provides funding for mass transit operations and capital projects.
STAR	Support, Track and Reward platform (Commute.org). Mobile app for commuters to log commutes, discover rewards, and track progress. Used to incentivize the use of alternative commute methods.

SVO	Single Vehicle Occupancy
TA	San Mateo County Transportation Authority (SMCTA) -- Responsible for administering Measure A funds to provide transportation improvement projects within San Mateo County.
TDA	Transportation Development Act -- Generates funds from a one-quarter percent sales tax in each county to be used for transit, paratransit, bicycle and pedestrian purposes (streets and road repairs in rural areas); these funds are collected by the state and allocated by the MPO to projects and programs within the county of origin.
TDM	Transportation Demand Management -- Low-cost ways to reduce demand by automobiles on the transportation system, such as programs to promote telecommuting, flextime and ridesharing.
TEP	Transportation Expenditure Plan
TOD	Transit Oriented Development – Moderate to higher density development, located within an easy walk of a major transit stop, generally with a mix of residential, employment and shopping opportunity designed for pedestrians without excluding the auto.
TIP	Transportation Improvement Program -- The spending plan for federal funding expected to flow to the region from all sources for transportation projects of all types; ranks capital projects according to criteria developed by a task force of regional transit operators.
TSM	Transportation Systems Management -- Low-cost improvements to make the transportation system work more efficiently.
Transit Center	A facility designed to accommodate several buses at one time, for the purposes of transferring. These facilities are usually located off-street and have amenities for passenger and bus operator convenience.
Unrealized Gains	Profit or loss that results from holding on to an asset rather than cashing them in and using the funds.
Unrestricted-	Funds that are not restricted but have been designated by Designated executive management or the Board for specific purpose