



2035 Tulare St., Ste. 201 tel 559-233-4148  
 Fresno, California 93721 fax 559-233-9645

[www.fresnocog.org](http://www.fresnocog.org)

April 28, 2014

Memorandum

**TO:** Transportation Technical Committee  
 Policy Advisory Committee  
 COG Policy Board

**FROM:** Tony Boren, Executive Director  
 Barbara Steck, Deputy Director  
 Les Beshears, Finance Director

**SUBJECT: FY 2014-15 Overall Work Program**

**Recommendation:**

Staff recommends adoption of the FY 2014-15 Overall Work Program, totaling \$12,793,140.

**Summary:**

The FY 2014-15 Overall Work Program (OWP), totaling \$12,793,140, is submitted for adoption. The proposed budget increased \$395,000 from the initial draft submitted in February. The increase results from;

WE 111 Regional Transportation Modeling - \$250,000 is budgeted to perform a Fresno/Madera Origins/Destination and Fiscal Feasibility Study. A \$55,000 reduction was also recognized in the amount carried over for Phase I of the SCS & SB 375 Activity Model.

WE 150 Other Modal Elements - \$150,000 is budgeted to perform an Active Transportation Plan per the ATP Sub committee recommendation and state requirements.

WE 313 Environmental Justice - \$50,000 was added to the budgeted Environmental Justice Study (total \$100,000)

This year's budget total reflects a decrease of 9% (\$1,285,551) from the approved FY 2013-14 budget. This decrease is largely a factor of projects in the FTA 5316 & 5317 (JARRC and New Freedom) programs as they draw down on existing grants. Map 21 discontinued the 5316 & 5317 programs, therefore we will be winding those programs down in future budgets. Last year we also had a major expense programmed for our RTP update that is not programmed this year. The overall budget reduction is also representative of the partial completion of State planning grants that are carried over into the new year's budget at lesser amounts. Operational revenues remain intact, reserves are adequate and the agency continues to operate within the bounds of prudent management.

Federal revenues decreased 6% (\$401,029) reflecting the previously mentioned FTA 5316 & 5317 draw downs and also a reduction in reserves for FTA 5303 and FHWA PL in accordance with FHWA's request that we minimize federal planning funds left on the table. Our current year

apportionment estimates are still strong. State revenues decreased 20% (\$422,442) largely due to completion of Phase I SCS activities that were funded with a Department of Conservation Grant, and also partial completion of an Environmental Justice Grant for the Ventura/Kings Canyon Corridor. Local revenues decreased 12%, (\$462,080) a significant part of which is matching revenues from project sponsors for the above mentioned FTA 5316 & 5317 projects. LTF Administration declined \$33,000 reflecting completion of the prior year performance audit. Local Measure C revenues increased \$415,065 to fund a \$100,000 update to the RTMF Nexus and also due to increased utilization of our Taxi Scrip and Farm Worker Vanpool programs.

### **Staffing & Benefits**

No new planning positions are included in this year's budget. Contingencies are carried for COLA, normal step increases, and health insurance as the Federal Affordable Health Care starts to take effect.

### **Expense Account Format**

Expense items are broken into two categories. General Indirect Overhead expenses are items which are attributable to the overall administration of the agency and not identifiable specifically to grant programs, such as telephone, insurance, copier lease, and rent. These Indirect expenses are combined into a Caltrans approved Indirect Cost Allocation Proposal and passed on equally to all funding sources. Expenses charged directly to specific grants and programs are identified as Other Direct Cost. In some instances there may appear to be duplication such as in the Indirect account for Printing and the Other Direct Cost account for Supplies/Printing. However, the difference in treatment is in the general nature of overhead expenses as opposed to the project specific nature of Other Direct Costs. Detail is provided for Other Direct Cost (*Other Project Detail*) showing the Work Element, Activity, and funding sources.

### **Overhead Accounts**

Over head accounts increased \$6,100 primarily due to increase audit fees resulting from rebidding the contract last year. A net savings of \$2,000 is reflected between Printing & Office Supplies, Publications, and Advertising.

### **Direct Cost Expenses**

#### **Consulting**

The overall consulting budget is down \$140,455 reflecting the completion and partial completion of various above mentioned activities including our major RTP update last year. New consulting projects include WE 110 Soundwall study (\$100,000) WE 111 SB 375 model Phase II (\$150,000), Fresno/Madera Origins/Destinations (\$250,000) WE 150 ATP Plan (\$150,000).

#### **Supplies & Printing**

The budget for program specific printing cost decreased \$24,400 to reflect elimination of publication of the Transit Guide.

#### **Software Support and Maintenance**

The Software account decreased \$18,000 to reflect completion of a one time upgrade to the server done last year.

**Workshops**

The \$5,000 decrease in workshops reflects activity related to the Department of Conservation funded Sustainable Communities Strategies model and Greenprint Phase II.

**Promotion / Public Outreach**

The Public Outreach budget reduction of \$2,000 nets out completion of National Parks and RTP Outreach efforts against an increase of \$60,000 in carpool promotion.

**Carpool Subsidy**

The budget increases \$12,000 to \$24,000 as participation in the program is anticipated to increase.

**Prizes & Awards**

The budget remains unchanged at \$60,113. The program includes Carpool prizes and awards associated with the One Voice program.

**Commuter Vanpool Subsidy**

The budget remains unchanged at \$158,840.

**Taxi Scrip**

The program is growing in popularity and this year's program increases by \$30,000 to \$345,000.

**Farm Worker Vanpool Subsidy**

This program is also experiencing a boost in participation as the budget increases by \$150,000 to \$280,000.

**Employee Education, Training, and Travel**

The travel budget shows a slight increase of \$1,000 from last year associated with Transportation Modeling.

**FTA 5316 JARC**

A schedule of JARC projects is included in the Work Element. Completed projects are removed.

**FTA 5317 New Freedom**

A schedule of New Freedom projects is included in the Work Element. Completed projects are removed.

**County Counsel**

The budget is unchanged from last year.

**Program Audits**

The budget is unchanged from last year.

**County Auditor Controller**

The budget remains unchanged at \$8,000.

**Membership Dues**

Dues for NARC and CALCOG are unchanged.

**Board Remuneration**

The budget remains unchanged at \$19,200. The account reflect the Stipend paid for Board Members to attend the monthly meeting and various board travel expenses associated with the agency.

**Temporary Help**

The budget remains unchanged at \$4,000.

### **Other Misc. Expense**

The budget remains unchanged at \$11,302.

### **Freeway Service Patrol**

The program budget remains the same at \$383,830.

### **Equipment**

This account increased \$50,000 to acquire additional traffic counting equipment for our CMP update. Included for this year is \$70,000 for Traffic Count/Computer Equipment, \$15,000 for computers, \$10,000 for office equipment, and \$3,000 for commercial radio rental associated with the Freeway Service Patrol.

### **Agency Pass Through**

This account shows a \$200,000 reduction due to a one time Commuter Vanpool acquisition by Calvans last year.

### **Grant Administration**

This account is to carry a provision for grants that have multi-year line items for administration. Currently we have grants with \$130,558 in multi-year administrative provisions.

### **New, Combined and Eliminated Work Elements**

WE 410 Blueprint was eliminated as a result of completing the project. Further Blueprint integration occurs in various work elements.

The six primary components of the OWP are as follows:

- I. Regional Transportation Planning
- II. Transportation Program Development
- III. Services and General Coordination Activities
- IV. Regional Coordination of Transportation, Land Use & Housing
- V. Valleywide Coordinated Activities
- VI. Administrative Activities

Highlights for each of the six OWP components are listed below:

#### **I. Regional Transportation Planning**

The work elements contained within this section primarily carry out the long-range regional transportation planning program, for which the COG is statutorily responsible.

Work Element 110 Regional Streets and Highways Planning – This \$144,000 program includes \$100,000 for a Soundwall Survey, \$10,000 to Update Hwy 99 Plan, \$10,000 for a Freeway Litter Survey, and \$10,000 for a BRT/Ped. Study.

Work Element 111 Regional Transportation Modeling – This \$807,703 program continues the regional modeling effort. Phase I of the SCS Modeling and the ITHIM Model are carried over from last year (\$170,000). A second phase for the SCS Model is being programmed (\$150,000). A Fresno/Madera Origins/Destinations & Fiscal Feasibility study is budgeted (\$250,000).

Work Element 112 Regional Traffic Monitoring - This \$441,000 budget includes \$237,200 for the County, Fresno, and Clovis to provide traffic counts for the regional program. The budget for

Traffic Counting Equipment is increased \$50,000 to \$70,000 to accommodate increase traffic counts required for our update of the Congestion Management Plan.

Work Element 114 Intelligent Transportation Systems - \$150,000 is carried over from last year's \$300,000 program to complete the ITS update.

Work Element 115 Regional Transportation Mitigation Fee – This \$179,000 program implements the collection of the RTMF for the Transportation Authority. \$40,000 is budgeted for technical support and \$100,000 to provide the statutory five year update to the RTMF Nexus.

Work Element 116 National Park Transit Service – The major work in this element was done in prior years. \$5,900 is currently budgeted as staff explores implementation opportunities.

Work Element 117 Golden State Corridor - In previous years the project was 35% designed. \$140,000 is budgeted to coordinate the 100% design phase including \$100,000 for the local agencies role.

Work Element 120 Public Transportation – Primarily funded with the City of Fresno's 5307 grant, this \$352,000 program coordinates activities between Federal Transit Administration and our four transit operators including CTSA operations.

Work Element 121 JARC/NF – \$3.4 million in Federal Transit Administration Sect. 5316 and Sect. 5317 grant programs provide funds to eligible projects. The JARC/NF program was discontinued under Map21 however this work element tracks grant balances as the program winds down. Staff will also cover administration of the revised FTA 5310 program through this work element.

Work Element 125 FCMA Strategic Services Evaluation – Pursuant to a \$241,500 SPR grant. \$136,600 is carried over from last year's budget to compete the FCMA Transit Evaluation.

Work Element 150 Other Modal Elements – This program coordinates activities related to aviation, rail, bicycle and pedestrian. An Active Transportation Plan (\$150,000) is budgeted.

Work Element 152 High Speed Rail - \$235,000 is programmed for planning activities related to the downtown station and maintenance facility including planning by the County and Fresno.

Work Element 153 Airport Land Use Commission - \$63,645 is programmed to support the Commission.

Work Element 170 Regional Transportation Plan – Major work was completed last year during the four year update. This year's program has been reduced from last year's \$865,900 budget to \$404,000.

Work Element 172 Congestion Management Program – FHWA has requested a major update to the CMP so this element is increased to \$216,500 with \$150,000 for a consultant.

Work Element 180 Air Quality - \$171,000 is programmed for air quality activities associated with conformity and Inter Agency Coordination.

## **II. Transportation Program Development**

Work Element 210 Measure "C" Extension - \$215,800 is programmed to implement Measure "C" and update the Capital Projects Strategic Plan.

Work Element 211 Measure “C” Over Sight Committee - \$16,700 is programmed to support the committee.

Work Element 212 Measure “C” Rideshare/Van Pool – The \$394,400 budget is reduced \$200,000 from last year for a one time pass through to CalVans to purchase commuter vans.

Work Element 214 Measure “C” ADA/Seniors – Increased utilization of the Taxi Script program increased the budget \$92,000 to \$525,200.

Work Element 215 Farmworker Van Pool – CalVans has successfully expanded this program to transport farm workers. The budget increased \$156,700 to \$446,900.

Work Element 220 Transportation Prog. Development - \$322,000 is budgeted to coordinate the various aspects of administering project applications with modeling, air quality conformity, congestion management and financial constraint for millions of dollars in member agency projects programmed with Federal Aid and State funded grants through Web based Fresno Trac.

### **III. Services and General Coordination**

Work Element 310 Intergovernmental Coordination - \$175,200 is budgeted to coordinate with member agencies and other governmental units.

Work Element 311 Public Participation – \$123,900 is programmed to facilitate public involvement in the COG process.

Work Element 313 Environmental Justice - \$100,000 is programmed to provide Environmental Justice analysis for disadvantaged communities and stakeholder groups.

Work Element 314 Ventura – Pursuant to a \$241,000 Environmental Justice grant, \$120,000 is carried over to complete the Ventura/Kings Canyon analysis.

Work Element 320 Technical Assistance - \$162,200 is budgeted to assist member agencies in planning and project implementation including a \$100,000 circuit planner.

Work Element 340 TDM– \$28,800 is programmed for TDM activities related to the Valleyrides program.

Work Element 350 Fresno Regional Data Center - \$68,573 is programmed to maintain census and population related statistics vital to the planning process.

Work Element 360 One Voice Advocacy - \$140,154 is programmed for the “One Voice” trip to Washington DC and the “Valley Voice” trip to Sacramento and Washington DC. Advocacy programs at both the local and regional levels are ineligible for state and federal participation and must be funded by local assessments.

### **IV. Regional Coordination of Transportation, Land Use & Housing**

Work Element 420 Regional Housing Needs – This budget increase \$35,000 to \$73,200 to assist member agencies in update to the Regional Housing Needs Allocation Plan and development of the first Fresno County Consolidated Housing element.

**V. Valleywide Coordinated Activities**

Work Element 814 SCS - Work under a previous \$1,000,000 Department of Conservation grant was completed last year and \$1,088,500 is programmed to develop phase II of the Sustainable Communities Strategy, including Valley model refinement, Greenprint integration, and SCS implementation efforts.

Work Element 820 Valley RTPA Coordination - General Activities associated with coordinating Valleywide planning include a \$110,000 contract to coordinate the Valleywide planning effort and \$55,000 for our share of an Air Quality liaison hosted by San Joaquin COG.

**VI. Administrative Activities**

Work Element 910 COG Administration - \$109,700 is programmed to cover non federal/state aspects and general administration.

Work Element 911 Overall Work Program - \$21,000 is programmed to develop and monitor the OWP.

Work Element 912 Transportation Funds Admin. - \$135,974 is programmed to administrate the Transportation Development Act trust funds distributing \$32 million in transportation funding to member agencies.

Work Element 920 – 930 Local Agency Administration - \$437,300 is budgeted to administrate Fresno County Rural Transit Agency and Fresno County Transportation Authority.

Work Element 940 Freeway Service Patrol - The Freeway Service Patrol is continued for a 22<sup>nd</sup> year of operation. \$396,603 is budgeted to provide assistance to motorists on the state highway system in Fresno.

Work Element 950 Vehicle Abatement - \$10,185 is budgeted to administrate the approximately \$700,000 annual county vehicle abatement program. The COG has been designated the local Abandoned Vehicle Abatement Service Authority to administer the AVA Program and Plan. The program is funded by an assessment of a \$1 additional registration fee to be used exclusively for the purpose of abandoned vehicle abatement within Fresno County. The program is set to expire June 2014. Recent legislation (Prop 26) stipulates to renew the program it must garner a 2/3 vote by the County Board of Supervisors to place it on the ballot and a 2/3 vote by the public to pass.