

### OBJECTIVE

To identify transportation improvements proposed for implementation within a short-range period in compliance with federal and state requirements.

### DISCUSSION

State law and federal regulations require regional transportation planning agencies to prepare Transportation Improvement Programs (TIPs). TIPs are formulated on two levels: state and federal. No transportation project can receive either federal or state funds unless it appears in an appropriate TIP.

The Federal TIP is a short-range transportation capital improvement program showing a minimum of four years. It is updated as needed to satisfy federal requirements, but no less than every four years. The first four years are commitments of funding, and any additional years shown are for informational purposes only. The Federal TIP is a fiscally constrained document. In addition, the Federal TIP must undergo a separate air quality conformity determination to ensure the short-range projects do not slow the implementation of transportation control measures or degrade the air quality. The Federal TIP must conform to the longer-range Regional Transportation Plan (RTP) and must also incorporate appropriate projects from the Congestion Management Process (CMP). All transportation modes are included in the Federal TIP.

The State Transportation Improvement Program (STIP) is also a short-range transportation capital improvement program. This program experienced significant changes with the passage of SB 45 which encouraged decision making through partnerships; modified the STIP and RTIP cycle, program components, and expenditure priorities; and called for greater regional agency fiscal accountability in the STIP process.

Fresno COG is well aware of the requirements for financial constraint in all transportation plans. The Federal Highway Administration in cooperation with Caltrans established statewide guidelines for preparation of a "Financial Constraint" Element. Significant financial analysis and financial planning have been incorporated within this Element.

Also pursuant to SB 45 statutes, the STIP consists of two broad programs, the Regional Program funded from 75% of new STIP funding and the Interregional Program funded from 25% of new STIP funding. The 75% Regional Program is further subdivided by formula into county shares. County shares are available solely for the projects nominated by regions in their RTIPs. The Caltrans Interregional Transportation Improvement Program (ITIP) will nominate only projects for the Interregional Program. Under restricted circumstances, an RTIP may also recommend a project for funding from the interregional share.

On July 6, 2012, Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) (P.L. 112-141) was signed into law. MAP-21 authorizes the Federal surface transportation programs for highways, highway safety, and transit for the 2-year period 2013-2014. FTIP development will operate under federal law, (MAP-21) guidance. Fresno COG has been responsible for three specific federal funding programs: the Regional Surface Transportation Program (RSTP); the Congestion Mitigation and Air Quality (CMAQ) Program; and the Transportation Enhancement (TE) Program. The TE Program that existed under SAFETEA-LU has been discontinued under MAP-21 and most, not all, TE type projects are now eligible under the new Transportation Alternatives Program (TAP). The administration of the TAP is still under development but will be administered by the state and the MPO's under the state's newly created Active Transportation Program (ATP). Project funding decisions on RSTP and CMAQ are currently under the COG's control within federal program guidance. Appropriate prioritization and selection processes for the region have been established, and have been modified as the need has arisen. Special

emphasis has been given to selecting transportation projects that emphasize “safety” and “security” concerns through the Regional Bid Process. Since SAFETEA-LU was extended many times, Fresno COG successfully completed the project programming of the 2 years of MAP-21 and 1 year of the next Federal Appropriation Act following MAP-21. This included programming funds for projects within the RSTP and CMAQ programs. The COG has programmed all six years worth of member agencies STP “lifeline” funds and all of the “lifeline” CMAQ funds. The STP lifeline funds programmed equate to approximately 60% of the allocated total. The COG Policy Board decided that 30% of the total CMAQ funding would be programmed as “lifeline” funds and would be made available to each member agency based upon a population formula. Member agency CMAQ projects were programmed upon completion of air quality benefit and eligibility assessments.

AB 1012 (Torlakson) was enacted into law during February of 1999 in an effort to speed up delivery of federally funded projects. This legislation established “Program Delivery Advisory” teams representing state, regional, and local transportation officials. The team’s main goal was to assist in the expeditious delivery of transportation projects. One of the main objectives of the project delivery teams was to seek ways in which to integrate environmental reviews more extensively into the transportation planning process. During the last several years, Caltrans Environmental and Local Assistance staff members have met regularly with COG member agency staff to coordinate project environmental review efforts. These meetings have proven beneficial to both Caltrans and member agencies and have helped to speed up project delivery.

The legislation also provided that funds apportioned for programs shall remain available for three federal fiscal years. The funds are subject to a “use it or lose it” legal requirement. COG in conjunction with its member agencies is responsible for establishing project delivery and obligational authority milestones through preparation of AB 1012 Obligation Plans. These Plans are prepared utilizing a recommended Caltrans format that indicates, on a monthly basis, the amounts of federal funds anticipated to be obligated. This process has helped the Fresno Region meet almost all of its annual obligation goals since 1999.

In 2000, the State Department of Transportation (Caltrans) in cooperation with state metropolitan planning organizations and regional transportation planning agencies (RTPAs) developed the California Transportation Improvement Program System (CTIPS). CTIPS is a project programming database that among other things enables secure electronic information sharing between Caltrans and MPOs. CTIPS consolidates three existing Caltrans programming databases into a single system. State and regional transportation programmers enter STIP and FTIP data into the system. Basic benefits are that CTIPS allows both Caltrans and MPOs instant access to vital programming information and reduces the volume of hard copy documents by providing for an electronic format. In 2009, to further streamline the programming process, Fresno COG entered into an agreement with EcoInteractive Inc. to utilize a customized project tracking software that interfaces with CTIPS and local agencies. Fresno COG’s project tracking system has been named FresnoTrak and allows Fresno COG and its member agencies to enter, maintain, and track all FTIP and RTP projects. This software is used by several other state MPOs and has proven to be successful in supporting government agencies with the necessary tools to manage the RTIP project programming information. This software also reduces software management costs, speeds implementation, enhances security and performance, improves hosting infrastructure, and supports easier upgrades.

In 2003, a new MPO/Caltrans group was formed—the California Federal Programming Group (CFPG). This group was established to address significant statewide programming issues. The original MPO/Caltrans partnership was expanded under CFPG to include representation from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). Fresno COG staff continues to participate in this group and related subcommittees.

Also, in 2010, the CTC launched the development of a statewide multi-modal transportation needs assessment report with the collaboration of several stakeholders such as MPO’s, Regional Transportation Planning Agencies, Caltrans, transit agencies, rail, ports and airports, to better understand the needs of the state’s transportation system. The results of the Statewide Transportation System Needs Assessment, which was

completed in 2011, reflects a 10-year projection of anticipated federal, state and local revenues and a summary of investment needs for a transportation system that integrates pedestrian and bike facilities, transit, passenger/commuter rail, highways, local streets and roads and access to ports, airports and the planned high speed rail system. Fresno COG was actively involved in that process and anticipates being part of the 2013-14 Transportation Agency workgroup that will focus on refining the 2011 needs assessment, explore long-term funding opportunities and will evaluate the most appropriate levels of government to delivery high-priority investments that meet the state's infrastructure needs.

## PREVIOUS WORK COMPLETED

1. Maintained an RSTP/CMAQ/TE Appropriation Process.
2. Provided for consistent presentation of Federal TIP by eight Valley Transportation Planning Agencies, derived from a cooperative process.
3. Maintained a tracking system for RSTP, CMAQ, and TE projects to ensure Federal funds are either encumbered or reappropriated within the region in a timely manner.
4. Implemented Policies and Procedures for reprogramming surplus RSTP and CMAQ funds.
5. Participated in state-wide California Federal Programming Group meetings on a monthly and/or quarterly basis.
6. Prepared "local" Obligation Plans for RSTP, CMAQ, and TE Programs in order to track regional obligation progress in meeting AB 1012 requirements. The plan also included other projects with federal funding as requested by Caltrans.
7. Prepared an annual listing of transportation projects for which federal funds were obligated during the previous fiscal year. The annual report was required by SAFETEA-LU, 23 U.S.C. 134(j)(7)(B), 23 U.S.C. 135(g)(4)(B), 49 U.S.C. 5303(j)(7)(B), and 49 U.S.C. 5304(g)(4)(B).
8. Continue to use the FTIP Amendment Procedures that authorize the Executive Director to approve Administrative Modifications and specific types of Formal Amendments in lieu of Policy Board approval. Receiving the MPO and Director Delegation authority to approve FTIP Administrative Amendments has significantly reduced the numbers of FTIP Amendment Cycles.
9. Convene the Programming Task Force on an as needed basis to advise COG staff as it strives to develop a programming process that will facilitate member agencies timely delivery of projects.
10. Continue to use adopted Expedited Project Selection Procedures (EPSP). All projects listed in the four year FTIP are now considered selected and may be advanced within the four year period of the California Federal Statewide Transportation Improvement Program (FSTIP).
11. Continued support to the local agencies in their use of the software system (FresnoTrak).

## PRODUCTS

1. Federal Transportation Improvement Program (four years of programming every 2 years).
2. Federal Transportation Improvement Program amendments.
3. Air Quality Conformity Determination for Fresno County.
4. RSTP/CMAQ/TAP Appropriation Process - Published Fund Estimates.
5. Tracking Process for the RSTP/CMAQ/TAP Program / Project Liaison.
6. Tracking Process for STIP Regional Choice Program.
7. Consistent Presentation of TIPs from all eight Valley Transportation Planning Agencies.
8. Compliance Certifications.
9. Implemented Policies and Procedures for monitoring and reprogramming surplus RSTP and CMAQ funds.
10. Prepared local Obligation Plans for RSTP, CMAQ, and TE Programs in order to track the progress of local project deliveries in meeting AB 1012 requirements.
11. Amended the FTIP on several occasions to allow changes that would reflect current project information for member agency and Caltrans projects.

12. Expedited Project Selection Procedures (EPSP) use to advance or delay eligible project components.
13. Annual Federal Funding Obligation Report.
14. Document Tribal government relations.
15. Implemented and facilitated Caltrans Quarterly Roundtable meetings to discuss current issues dealing with project delivery and to provide feedback on ways to make the delivery process more efficient.

## TASKS

- 220.01 Review California Transportation Commission's Fund Estimate and Policies, and federal estimates. Track STIP augmentation as related to programming and delivery of projects.
- 220.02 Participate in the statewide RTPA group, monitor regional, state and federal transportation issues.
- 220.03 Review the Caltrans proposed State TIP, compare with prior State TIPs, and solicit local agency input.
- 220.04 Track and provide for the implementation of new project proposals from member agencies and other eligible public. Ensure coordination of projects evolving through the Congestion Management Program.
- 220.05 Establish project priorities using locally adopted criteria; revise Project Selection Procedures as necessary.
- 220.06 Document implementation progress of prior Regional TIPs.
- 220.07 Work with San Joaquin Valley transportation planning agencies to cooperatively and consistently present the RTIP and provide for ITS Architecture maintenance.
- 220.08 Prepare Regional TIPs, (Federal and State) for adoption and submittal to the California Transportation Commission and appropriate federal agencies.
- 220.09 Analyze and approve FTIP Amendments and Administrative Modifications and transmit them to the state and federal agencies for approval.
- 220.10 Prepare and document project information suitable to making necessary air quality conformity findings.
- 220.11 Prepare compliance certifications.
- 220.12 Track RSTP/CMAQ/TE project and fund usage, and provide project liaison.
- 220.13 Program new transportation projects utilizing future funding.
- 220.14 Participate in the California Federal Programming Group (CFPG) Group and related subgroups.
- 220.15 Represent FCOG at monthly California Transportation Commission meetings, Regional Transportation Planning Agencies meetings, and Self Help Coalition meetings.
- 220.16 Track STIP augmentation as related to programming and delivery of projects.
- 220.17 Coordinate, consult and collaborate with all Tribal Governments
- 220.18 Maintain, update and continue the development process of the programming project tracking system (FresnoTrak).
- 220.19 Attend and participate in all Caltrans and FHWA administered MAP-21 workshops and engage in discussions and development of the performance-based planning and programming metrics.

220 Transportation Program Development															
Task Description	C O G	O T H R	% of Work	J U L	A U G	S E P	O C T	N O V	D E C	J A N	F E B	M A R	A P R	M A Y	J U N
220.01 Review Fund Estimates	■		3	■	■										
220.02 State RTPAs/Monitor issues	■		10	■	■	■	■	■	■	■	■	■	■	■	■
220.03 Review STIP	■		4	■	■	■	■	■	■	■	■	■	■	■	■
220.04 Solicit New Projects	■		5					■	■	■	■				
220.05 Establish Priority/Proj.Select.	■		6	■	■	■	■	■	■	■	■	■	■	■	■
220.06 Document Implementation	■		6	■	■	■	■	■	■	■	■	■	■	■	■
220.07 Valley RTIP Coord. & ITS Arch.Maint.	■		5	■	■	■	■	■	■	■	■	■	■	■	■
220.08 Prepare & publish TIPs	■		7	■	■	■		■	■	■	■	■			
220.09 Process TIP amendments	■		10	■		■		■		■		■		■	
220.10 Air Quality Conformity	■		4					■	■	■	■	■			
220.11 Compliance Certifications	■		4					■	■	■	■	■			
220.12 Track RSTP/CMAQ & Liaison	■		5	■	■	■	■	■	■	■	■	■	■	■	■
220.13 Program new projects	■		4	■	■	■	■								
220.14 Part. in CFPG and subgroups	■		5	■		■		■		■		■		■	
220.15 Attend CTC, RTPA, SHCC Meetings	■		3	■	■	■	■	■	■	■	■	■	■	■	■
220.16 Track STIP augmentation	■		5	■		■		■		■		■		■	
220.17 Coordinate with Tribal Govt.	■		1	■	■	■	■	■	■	■	■	■	■	■	■
220.18 Project Tracking System	■	■	10	■	■	■	■	■	■	■	■	■	■	■	■
220.19 Map-21 Implementation	■		3	■	■	■	■	■	■	■	■	■	■	■	■

220 Transportation Prog Development

Budget Account	Adopted Budget 2012/13	Adopted Budget 2013/14	Annual Budget 2014/15	State PPM
Salaries	82,027	107,116	81,070	
Benefits	28,923	38,780	28,217	
Overhead	65,550	80,258	61,015	
<b>Total Staff Costs</b>	<b>176,500</b>	<b>226,154</b>	<b>170,302</b>	<b>170,302</b>
Direct Costs				
Software Support & Maint	49,788	50,000	53,000	53,000
Grant Specific Travel		3,000	3,000	3,000
Grant Administration			95,698	95,698
<b>Total Direct Costs</b>	<b>49,788</b>	<b>53,000</b>	<b>151,698</b>	<b>151,698</b>
<b>TOTAL</b>	<b>226,288</b>	<b>279,154</b>	<b>322,000</b>	<b>322,000</b>
LTF MATCH 11.47%				
TOLL CREDIT MATCH 11.47%				

Software Support & Maint	
Fresno Trac - Ecoineractive	53,000
<b>Total</b>	<b>53,000</b>



### Objective

To promote coordination, cooperation and communication among local agencies, the Fresno Council of Governments (Fresno COG), Tribal Governments, federal and state agencies on planning matters. To enable various entities, including Native American Tribes, to participate in and review the regional planning process.

To provide the public with information on activities, meetings, planning documents and reports, and to seek advice from the public on Fresno COG's planning activities.

To provide local agencies and the public the opportunity to review and comment upon federal grant proposals through the local clearinghouse process.

To coordinate the submittal of Caltrans Transportation Planning Grants applications to Caltrans on an annual basis, if needed, from our member agencies and other organizations that qualify for the grant programs but that require the Fresno COG to be the lead applicant.

### Discussion

A major function of Fresno COG is to provide a forum for the coordination of decisions of various governmental agencies at the local, Tribal, state, and federal level. This intergovernmental coordination is process rather than product oriented. It is well recognized by Fresno COG that regional transportation planning is an "inclusive" process where both metropolitan as well as non-metropolitan area officials join together in efforts of making planning decisions that will benefit the entire Fresno Region and not just their own jurisdictions. It is also clear that decisions made in the transportation planning process should be supported with the best available information and data. This can be enhanced through technical capacity.

Federal and state governments have entered into a Memorandum of Understanding entitled the National Environmental Policy Act and Clean Water Act Section 404 Integration Process for Surface Transportation Projects in Arizona, California, and Nevada. The MOU encourages MPOs to: (1) formally agree to the NEPA-404 Integration process; (2) to develop and/or utilize existing inventories of waters of the US, special aquatic sites, and associated sensitive plant and wildlife species; (3) consider and avoid environmental impacts to waters of the US, special aquatic sites, and associated sensitive plant and wildlife species during the transportation planning process, and: (4) implement the agency involvement and data needs provisions for the transportation planning stage outlined in the "Level of Data Needs/Threshold for Involvement, NEPA-404 Guidance Paper".

Also included in this work element is part of the Fresno COG public information program, specifically most of the internal staff activity. More detail on public participation has been provided in a separate work element, WE 311.

In accordance with Executive Order 12372, the state has designated Fresno COG as the local clearinghouse for the Fresno County region with the responsibility to review and comment on local applications for federal assistance. The process is designed to provide an opportunity for inter-jurisdictional coordination of federally assisted activities within Fresno County.

Fresno COG supports the state's Environmental Enhancement and Mitigation Program that provides annual funding for transportation related landscaping, public land acquisition, and roadside rest and recreational projects. Fresno COG provides notification of the annual grant application to its members and interested agencies, and upon request reviews and provides comments for preliminary grant applications.

In order to continue to meet Fresno COG's objective of including Native American Tribes in our planning and programming processes by consulting with them and considering their interests when developing our plans and programs, Fresno COG has increased our efforts in outreaching to the Native American Tribes located within Fresno County. Consistent with state and federal guidelines, Fresno COG has provided ongoing consultation with the Indian Tribes in an effort to strengthen the government-to-government relationship that has been established between Fresno COG and the Tribes. By mailing monthly Fresno COG committees and Policy Board meeting agendas to the Indian Tribes in Fresno County and those tribes located in neighboring counties, staff is able to keep the Indian Tribes informed of the ongoing activities at Fresno COG. In addition, the Tribes receive the following information by telephone, mail, fax, or in-person visits: the Fresno County Transportation Guide, the Regional Directory, Newsletters, workshop invitations, various grant notices and other pertinent information that affects the Tribes. The Tribes have also been informed about Fresno COG's website that contains a wealth of information about the activities at Fresno COG. Staff has also invited the Indian Tribes in Fresno County to participate in the Transportation Technical Committee and occasionally the Tribes have responded by sending a representative to attend the meetings, but not on a consistent manner.

To strengthen the relationship that exists between the Indian Tribes and Fresno COG, a staff person has been assigned responsibility for Native American government activities so that Indian Tribes will have a consistent point of contact for any questions or concerns. This staff member is responsible for insuring that any pertinent information that affects the Indian Tribes is transmitted to them in a timely manner.

A particular success has been the establishment of a Memorandum of Understanding between Fresno COG and the Big Sandy Rancheria to provide a mutually beneficial protocol for the Tribe and Fresno COG to jointly identify, communicate, and coordinate actions of common concern relating to the Fresno COG's and the Tribe's transportation plans and programs. Fresno COG staff also assisted the Big Sandy Rancheria in updating their Tribal Transportation Plan. For FY 2013/14 Fresno COG will continue the outreach activities that have been established for the Indian Tribes as well as seek new ways to enhance the government-to-government relationship between Fresno COG and the Tribes. In particular, Fresno COG will make every effort to consult and involve the Tribes in development of future plans and programs including, but not limited to the Short and Long-Range Transit Plans and the Federal Transportation Improvement Program.

Fresno COG Staff will continue to provide staff support to the Association for the Beautification of Highway 99.

Caltrans invites applications for transportation planning grant programs on an annual basis. The funds are available from the following six grant programs and may be used for a wide range of transportation planning projects:

1. Environmental Justice: Context-Sensitive Planning.
2. Community-Based Transportation Planning.
3. Partnership Planning.
4. Transit Planning
  - a. Statewide Transit Planning Studies.
  - b. Transit Technical Planning Assistance.
  - c. Transit Professional Development.

Four of the six planning grants require the Fresno COG to apply directly to Caltrans for funds with our member agencies and other types of organizations applying as a sub-recipient only.

## Previous Work Completed

1. Maintained coordinated planning process involving local, Tribal, state and federal agencies.



2. Monitored and provided analysis to members on the federal transportation bills including MAP-21 provisions.
3. Continued to provide review and comment on major federal and state assistance programs to the Fresno COG Policy Board.
4. Continued to provide support for the Environmental Enhancement and Mitigation Program to member and other interested agencies.
5. Monitored and provided analysis to members on AB 1012.
6. Continued to provide staff support to the Association for Beautification of Highway 99.
7. Continued to provide ongoing consultation with Native American Tribal Governments in Fresno County to enable the Tribes to participate in Fresno COG's planning process and to provide input in the development of Fresno COG's transportation plans and programs.
8. Continued to provide information that may have potential effects on the Tribe's land to the Tribes in a timely manner.
9. Continued to coordinate the submittal of Caltrans Transportation Planning Grants applications to Caltrans on an annual basis, if needed, from our member agencies and other organizations that qualify for the grant programs but that require the Fresno COG to be the lead applicant.
10. Coordinated interagency consultation with Madera County, Merced County, and the National Parks Conservation Agency on the National Parks Transit Study.
11. Continued to facilitate and update Fresno COG's project and programming tracking software, Fresno Trak. Local agencies also use the online database to track and update their projects in the FTIP and RTP.

## Products

1. Organized files and library of documents.
2. Improved exchange of information and coordination of governmental activities at the public, local, regional, tribal, state and federal levels.
3. Various technical and legislative information assembled, analyzed, reproduced and disseminated to member agencies. Coordinated with other agencies and groups.
4. Planning certification report coordination.
5. Support efforts of the policy, technical and citizens' advisory committees to resolve regional transportation issues.
6. Review commentary and committee participation.
7. Review and comment on proposals for federal assistance and state plans and programs.
8. Provide input into State planning efforts.
9. Work relevant to developing required products, e.g., OWPs; RTPs; RTIPs.
10. Coordinate the local clearinghouse review process.
11. Review and comment upon local agency environmental reports and planning studies.
12. Provide staff support to the Association for the Beautification of Highway 99 committee.
13. Document Native American Tribal government-to-government relations in Fresno County.
14. Monthly legislative reports and bill and policy analysis to local agencies.
15. Submit transportation planning grant applications to Caltrans on annual basis, if needed.

## Tasks

- 310.01 Maintain the coordination necessary to execute the OWP objectives, tasks, and schedules.
- 310.02 Carry out Fresno COG's monthly process of dissemination, coordination and involvement, evaluation, and review and comment on federally-assisted program and projects.
- 310.03 Facilitate and aid the review of environmental documents and Direct Federal Development Procedures.
- 310.04 Carry out the review and coordination process for state plans and programs as they relate to local and regional plans and as an overall impact on the region.

- 310.05 Execute agreements with other single purpose planning organizations to ensure complete and coordinated review.
- 310.06 Carry out liaison with various federal, state, Tribal, and local agencies.
- 310.07 Participate with and communicate with other regional agencies on planning matters.
- 310.08 Carry out Fresno COG committee activities.
- 310.09 Encourage public representation within the Fresno COG committee structure.
- 310.10 Fulfill delegated clearinghouse responsibilities.
- 310.11 Provide that all regional planning be carried out in conformance with the provisions of the NEPA-404 MOU.
- 310.12 Continue coordination, consultation and collaboration with Native American Tribal Governments, either federally recognized or not, in Fresno County both at the staff and Policy Board levels including attempts to negotiate MOUs with those tribes not presently covered by an MOU.
- 310.13 Provide staffing for the Association for the Beautification of Highway 99.
- 310.14 Coordinate Submittal of Caltrans Transportation Planning Grant applications to Caltrans.
- 310.15 Continue to consult with local agencies through Fresno Trak regarding federally aided projects in the FTIP and RTP.

310 Intergovernmental Coordination															
Task Description	COG	OTHR	% of Work	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
310.01 Maintain interagency coord	■	■	10	■	■	■	■	■	■	■	■	■	■	■	■
310.02 Maintain COG process	■		10	■	■	■	■	■	■	■	■	■	■	■	■
310.03 Review environmental doc	■		5	■	■	■	■	■	■	■	■	■	■	■	■
310.04 Review state plans	■		3	■	■	■	■	■	■	■	■	■	■	■	■
310.05 Execute review agreements	■		5	■	■	■	■	■	■	■	■	■	■	■	■
310.06 Liaison w/ gov. agencies	■	■	10	■	■	■	■	■	■	■	■	■	■	■	■
310.07 Coordinate w/ regional agen	■		10	■	■	■	■	■	■	■	■	■	■	■	■
310.08 Staff COG committees	■		10	■	■	■	■	■	■	■	■	■	■	■	■
310.09 Public participation on committee	■	■	10	■	■	■	■	■	■	■	■	■	■	■	■
310.10 Local Clearinghouse Review	■		5	■	■	■	■	■	■	■	■	■	■	■	■
310.11 Conform with NEPA 404 MOU	■		5	■	■	■	■	■	■	■	■	■	■	■	■
310.12 Consult with Indian Tribes	■		2	■	■	■	■	■	■	■	■	■	■	■	■
310.13 Staff for SR 99 Committee	■		5	■	■	■	■	■	■	■	■	■	■	■	■
310.14 Coordinate Planning Grants	■		5	■	■	■	■	■	■	■	■	■	■	■	■
310.15 Fresno Trak Coordination	■		5	■	■	■	■	■	■	■	■	■	■	■	■

310 Intergovernmental  
Coordination

Budget Account	Adopted Budget 2012/13	Adopted Budget 2013/14	Annual Budget 2014/15	FHWA PL	LOCAL FUNDS
Salaries	41,704	43,935	56,981		
Benefits	14,705	14,982	20,151		
Overhead	33,326	32,410	43,063		
Total Staff Costs	89,735	91,327	120,195	120,195	
Direct Costs					
Consultants		10,000	10,000		10,000
Agency Pass Through	19,383	45,000	45,000		45,000
Total Direct Costs	19,383	55,000	55,000	0	55,000
<b>TOTAL</b>	109,118	146,327	175,195	120,195	55,000
LTF MATCH 11.47%					
TOLL CREDIT MATCH 11.47%				13,786	

Agency Pass Through	
County Intergovernmental Review	31,000
Fresno Intergovernmental Review	4,000
Clovis Intergovernmental Review	10,000
Total	45,000

Consultants	
Update Hwy 99 Landscape Plan	10,000



### OBJECTIVE

To provide the public with information on projects, meetings, plans and reports, and to seek input from the public on Fresno COG's planning activities. This work element is intended to highlight the COG's desire to encourage public participation in the transportation planning process, consistent with federal requirements. This will include public participation in the development stages of plans and programs as well as throughout the adoption process. Fresno COG's 2012 Public Participation Plan and supporting outreach strategies will be consulted and followed during each phase of plan or program development.

It is Fresno COG's desire that the citizens of Fresno County and its cities assist in delineating values, goals, and objectives of transportation-related services and planning documents. Further, it is Fresno COG's intent that those same citizens, charged with the responsibility of providing feedback on a continuous basis, will participate in the selection of transportation facilities and programs for planning and programming under Fresno COG's authority. Finally, it is the goal of Fresno COG to adequately provide information to, and solicit input from, historically under-represented and under-served communities in Fresno County (i.e. elderly, minority groups, youth, disabled, and low-income members of the public).

### DISCUSSION

The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users – better known as SAFETEA-LU – signed into law in 2005 but replaced by MAP-21 in 2012, underscored the need for public involvement and required metropolitan planning agencies such as Fresno COG to “provide citizens, affected public agencies, representatives of transportation agency employees, private providers of transportation and other interested parties with a reasonable opportunity to comment” on transportation plans and programs.

MAP-21 legislation also requires Fresno COG – when developing the Regional Transportation Plan and the Federal Transportation Improvement Program (FTIP) – to coordinate transportation plans with expected growth, economic development, environmental protection and other related planning activities within our region. Toward this end, Fresno COG's Public Participation Plan outlines key decision points for consulting with affected local, regional, state and federal agencies and Tribal governments including conducting outreach efforts to the traditionally under-represented and under-served populations such as the elderly, disabled, low-income, and minority community groups and their leaders. There are other public participation requirements under Title VI of the Civil Rights Act of 1964, Executive Orders 12898 and 13166, the Americans with Disabilities Act and other federal and state laws. For additional information on those requirements and Fresno COG's application of them see the Fresno Council of Governments 2012 Public Participation Plan.

Most of the information that we prepare in “hard copy” is now dispersed primarily over the Internet on the Fresno COG website - [www.fresnocog.org](http://www.fresnocog.org), except by request. Fresno COG is continuing to expand the interactive nature of the website, providing the public with an opportunity to view and comment on projects and plans online. Comments are received, answered by project staff if requested, and then become a part of the public record. Fresno COG also provides information on and links to public meeting agenda packets and information, public meetings and other opportunities to submit public comment or get involved in a plan or project documents, surveys, public hearings, news releases and the Fresno COG Regional Directory, Policy Board Directory, Staff Directory and Transportation Guide. Fresno COG's website also contains links to other governmental, transportation and air quality related sites.

Fresno COG uses its public information program to disseminate pertinent transportation-related information to its member agencies. These partners receive regular mailings and emails of agendas, reports, and materials related to Fresno COG's program areas as applicable.

In summary, Fresno COG is committed to listening to the public and further commits to providing an environment that is both conducive and receptive to public participation during the planning process.

## PREVIOUS WORK COMPLETED

1. An updated 2012 Public Participation Plan adopted March 23, 2012.
2. A public participation process that involved speaking engagements; summaries of plans, programs, and technical processes; news releases, newsletters and other informative publications, citizen participants on working committees; participation in community organization and private business events; library circulation of key documents; public notices; public hearings; and the biannual Transportation Forum (a conference hosted by Fresno COG for member jurisdictions and interested public representatives to discuss transportation issues throughout the region).
3. Fresno COG materials that explain Fresno COG's roles and responsibilities.
4. Designed, developed and launched a new Fresno COG website - [www.fresnocog.org](http://www.fresnocog.org)
5. Designed, printed and published an electronic version of Fresno COG's Annual Report and Yearly Meeting Calendar.
6. Coordinated with the other 7 San Joaquin Valley Metropolitan Planning Organizations to develop and implement an 8-county Public Outreach Strategy for the development of the San Joaquin Valley Planning Agencies' Sustainable Communities Strategies.

## PRODUCTS

1. Coming Up At Fresno COG e-newsletters (goes out bi-weekly)
2. Public hearings and public meetings
3. News Releases
4. Public Notices
5. Presentations to local businesses and community groups
6. Annual Report
7. Documented Public Participation Process, with Amendments as necessary
8. Regional Directory - online only
9. Fresno COG Brochure
10. Fresno County Transportation Guide
11. News Conferences
12. Maintenance of Fresno COG's websites - [www.valleyrides.com](http://www.valleyrides.com) and [www.fresnocog.org](http://www.fresnocog.org)
13. Online access via the Fresno COG website to plans, projects, programs, maps, , minutes, agendas and meeting packages, announcements, calendars, air quality and census data, reports, work plans, studies, surveys, procedures, links to other related websites, Policy Board and COG staff contacts and assignments, and Fresno COG's background information
14. Fresno County Transportation Forum
15. Documented outreach efforts and meetings with traditionally under-represented and under-served populations and their community leaders.
16. Coordinated with the other 7 San Joaquin Valley Metropolitan Planning Organizations to develop and implement an 8-county Public Outreach Strategy for the development of the San Joaquin Valley Planning Agencies' Sustainable Communities Strategies. Produced the following materials:
  - Valleywide SCS Public Outreach Strategy
  - Finalized Valleywide media lists
  - Spanish, English and Hmong FAQs and Fact Sheets

- Valley Visions Key Messages
  - Valley Visions logo, tagline and Branding and Graphic Standards Guide
  - SCS Workshop Flyer template
  - Valley Visions Letterhead choices—4 in black and white and color
  - SCS Informational Video
  - PowerPoint template
  - Survey questionnaire
  - Media spot development and media buys to publicize the SCS and upcoming workshops and opportunities to comment. Implementation of a Valleywide Media Plan
  - Continued coordination with the other 7 Valley-MPOs on any remaining SCS outreach efforts
  - Developed and executed consultant contract
  - Conducted public workshops to involve stakeholders in the SCS development process
17. San Joaquin Valley Greenprint Process public outreach brochure and webpage
18. Developed and implemented a Public Outreach Strategy for the 2014 Regional Transportation Plan (RTP) as well as redesigned Fresno COG's standard RTP layout to improve readability and user understanding of the projects and processes included in the Plan. Work completed included the following:
- 2014 Fresno COG Regional Transportation Plan Public Outreach Strategy
  - Regional Transportation Plan Workshop held June 2012 in partnership with UC Davis.
  - Formed an RTP Roundtable with 35 members representing member agencies, Tribal governments, community organizations and the public-at-large.
  - Hosted seven SCS indicator focus groups
  - Worked with a consulting firm to conduct a partial stratified survey of the Fresno County Community, assessing transportation spending priorities and community values
  - SCS Community Workshop held November 7, 2012 with approximately 150 people attending
  - Offered \$3,000 mini grants to seven agencies to host ten RTP/SCS Community Workshops held in May and June of 2013 throughout Fresno County. Including presentations in five different languages as needed, with a total of 250 people attending
  - Online presentation of the May/June 2013 workshop content.
  - Extended three Mini-Grant Agreements for assisting in hosting six SCS Community Workshops throughout Fresno County during the months of August/September 2013. A total of 302 participants.
  - Online video presentations of the August SCS Community Workshops were available online with an SCS survey opportunity. Received survey responses from 46 participants.

## TASKS

- 311.01 Maintain and carry out the adopted public participation process of the COG
- 311.02 Communicate with the community and member agencies via the "Coming Up At Fresno COG" enewsletter.
- 311.03 Prepare news releases and maintain list of media resources
- 311.04 Conduct public hearings and public meetings/workshops
- 311.05 Make presentations to local businesses and community groups
- 311.06 Provide graphic design support to all staff, as well as designing Fresno COG public outreach materials
- 311.07 Publicize Fresno COG plans, programs and activities through a variety of online and media sources
- 311.08 Publish Annual Report
- 311.09 Respond to public comment
- 311.10 Revise and publish online Fresno COG Regional Directory

- 311.11 Maintain Fresno COG's websites and smartphone applications
- 311.12 Update and reorder Fresno COG brochures, folders, stationery and business cards
- 311.13 Oversee revision and publication of the 2014 Regional Transportation Guide
- 311.14 Conduct news conferences as needed
- 311.15 Host the Social Service Technical Advisory Committee, the Environmental Justice Task Force and the Measure C Citizen Oversight Committee.
- 311.16 Conduct outreach efforts to and provide informational materials in languages other than English as needed.
- 311.17 Work with the Fresno County Transportation Authority's Outreach consultant to publicize the Measure C Programs that Fresno COG implements: Taxi Scrip, Carpool, Commuter Vanpool and Agricultural Vanpools.
- 311.18 Continue public outreach for the San Joaquin Valley Greenprint Process
- 311.19 Assist Measure C Carpool, Vanpool and Taxi Scrip staff in outreaching to the public.
- 311.20 Host the biannual Fresno COG Transportation Forum
- 311.21 Annual update of the email database listing of tribal governments and unacknowledged tribal communities.
- 311.22 Annual update of Fresno COG's email/ mailing database listings of Environmental Justice contacts, community based organizations and neighborhood associations to be updated on a yearly basis.

311 Public Participation															
Task Description	COG	OTHR	% of Work	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
311.01 Conduct public process	■	■	7	■	■	■	■	■	■	■	■	■	■	■	■
311.02 E-news communication	■	■	5	■	■	■	■	■	■	■	■	■	■	■	■
311.03 Media Relations	■	■	3	■	■	■	■	■	■	■	■	■	■	■	■
311.04 Public hearings/meetings	■	■	6	■	■	■	■	■	■	■	■	■	■	■	■
311.05 Presentations	■	■	3	■	■	■	■	■	■	■	■	■	■	■	■
311.06 Graphic Design	■	■	5	■	■	■	■	■	■	■	■	■	■	■	■
311.07 Publicize plans/programs/activities	■	■	10	■	■	■	■	■	■	■	■	■	■	■	■
311.08 Publish Annual Report	■	■	4	■	■	■	■	■	■						
311.09 Respond to public comments	■	■	5	■	■	■	■	■	■	■	■	■	■	■	■
311.10 Regional Directory	■	■	4							■	■	■	■	■	■
311.11 Maintain Fresno COG websites	■	■	7	■	■	■	■	■	■	■	■	■	■	■	■
311.12 Fresno COG materials	■	■	2	■	■	■	■	■	■	■	■	■	■	■	■
311.13 Transportation Guide	■	■	4	■	■	■	■	■	■	■	■	■	■	■	■
311.14 News conferences/interviews	■	■	3	■	■	■	■	■	■	■	■	■	■	■	■
311.15 SSTAC/EJ Task Force/COC	■	■	6			■		■		■	■	■	■	■	■
311.16 Outreach other languages	■		5	■	■	■	■	■	■	■	■	■	■	■	■
311.17 FCTA Outreach Partnership			4	■	■	■	■	■	■	■	■	■	■	■	■
311.18 Greenprint Outreach			3	■	■	■	■	■	■	■	■	■	■	■	■
311.19 Measure C Program outreach assistance			3	■	■	■	■	■	■	■	■	■	■	■	■
311.20 Transportation Forum			5	■	■	■	■	■	■	■	■	■	■	■	■
311.21 Tribal database annual update			3	■	■	■	■								
311.22 EJ, community and assoc. database annual update			3	■	■	■	■								



311 Public Participation

311 Public Participation

Budget Account	Adopted Budget 2012/13	Adopted Budget 2013/14	Annual Budget 2014/15	FHWA PL	LOCAL FUNDS
Salaries	42,387	49,726	53,158		
Benefits	14,946	17,058	18,636		
Overhead	33,872	36,737	40,083		
Total Staff Costs	91,205	103,521	111,877	111,877	0
Direct Costs					
Consultants					
Supplies/Printing	3,137	32,000	4,000		4,000
Software Support & Maint	2,175	2,500	2,500		2,500
Workshops - Transportation Forum	0	5,500	5,500		5,500
Total Direct Costs	5,312	40,000	12,000	0	12,000
<b>TOTAL</b>	96,517	143,521	123,877	111,877	12,000
LTF MATCH 11.47%					
TOLL CREDIT MATCH 11.47%				12,832	



### OBJECTIVE

Ensure that Fresno County's low income and minority populations are being included in the transportation planning process by incorporating the Environmental Justice and Title VI Principles.

### DISCUSSION

Presidential Executive Order (#12898) issued in 1994 directed every federal agency to make environmental justice part of its mission by identifying and addressing the effects of all programs, policies, and activities on "minority populations and low-income populations". In addition, recipients of Federal-aid are required to certify and the U.S. Department of Transportation (DOT) must ensure non-discrimination under Title VI of the Civil Rights Act of 1964 and many other laws, regulations and policies.

These are the three main environmental justice principles:

1. To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, on minority populations and low-income populations.
2. To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.
3. To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

Metropolitan Planning Organizations (MPOs) serve as the primary forum where state DOTs, Tribal Governments, transit providers, local agencies, and the public develop local transportation plans and programs that address a metropolitan area's needs. MPOs can help local public officials understand how Title VI and environmental justice requirements improve planning and decision making. To certify compliance, MPOs need to:

- Enhance their analytical capabilities to ensure that the long-range transportation plan and the transportation improvement program (TIP) comply with federal statutes on Title VI and Executive Orders on Environmental Justice.
- Identify residential, employment, and transportation patterns of low-income and minority populations (e.g., Black, Hispanic, Asian American, American Indian/Alaskan Native, and Pacific Islander) so that their needs can be identified and addressed, and the benefits and burdens of transportation investments can be fairly distributed.
- Evaluate and, where necessary, improve their basic involvement processes to eliminate participation barriers and engage minority and low-income populations in transportation decision making.

The Environmental Justice plan responds to federal guidelines by helping agencies:

1. Make better transportation decisions that meet the needs of all people.
2. Design transportation facilities that fit more harmoniously into communities.
3. Enhance the public-involvement process, strengthen community-based partnerships, and provide minority and low-income populations with opportunities to learn about and improve the quality and usefulness of transportation in their lives.
4. Improve data collection, monitoring, and analysis tools that assess the needs of, and analyze the potential impacts on minority and low-income populations.
5. Partner with other public agencies and private programs to leverage transportation-agency resources to achieve a common vision for communities.

6. Avoid disproportionately high and adverse impacts on minority and low-income populations.
7. Minimize and/or mitigate unavoidable impacts by identifying concerns early in the planning phase and providing offsetting initiatives and enhancement measures to benefit affected communities and neighborhoods.

Fresno COG participated in the Kern COG Environment Justice tribal mapping project that was completed in June 2010. Dialogue and channels of communication were established with all of the recognized and the majority of the non-recognized tribes in the Fresno County area. Fresno COG has met with some of the tribes in the past and continues to maintain the channels established as a result of the Kern COG Tribal EJ project.

## PREVIOUS WORK COMPLETED

- Participated in the Kern COG Environmental Justice Tribal Mapping project.
- Fresno COG staff has completed an update to the Fresno COG Title VI Plan. Approval was given by the Federal Transit Agency (FTA) on June 27, 2013.
- Fresno COG staff completed the 2009 Environmental Justice Plan.
- Reconvened the Environmental Justice Task Force, hosting eight meetings and one focus group
- Fresno COG staff has completed the 2014 Fresno COG Environmental Justice Report in conjunction with the 2014 RTP with adoption by the Fresno COG Policy Board on June 26, 2014.

## TASKS

- |        |  |
|--------|--|
| 313.01 | Monitor environmental justice, Title VI and DBE rules and regulations as they apply to Fresno COG.                       |
| 313.02 | Maintain channels of communication with tribal communities opened as a result of past planning activities.               |
| 313.03 | Find ways to expand the efforts of Central California Tribal Collaboration Transportation Planning Project               |
| 313.04 | Conduct outreach efforts to and provide informational materials in other languages as deemed necessary                   |
| 313.05 | Implement recommendations outlined in the Fresno COG Environmental Justice Plan.   |
| 313.06 | Maintain Environmental Justice Task Force to review processes and documents and provide advisory comments as needed.     |
| 313.07 | Update Title VI Plan   |
| 313.08 | Address Comments to Environmental Justice Section of the 2014 RTP  |
| 313.09 | Conduct Environmental Justice & Title VI analysis for RTP & FTIP as necessary  |
| 313.10 | Conduct needs assessment in disadvantaged communities  |
| 313.11 | Convene Environmental Justice Taskforce meetings on a quarterly basis  |
| 313.12 | Coordinate with Fresno Regional Housing Needs Plan/Consolidated Housing Element with the Environmental Justice Taskforce |

313 Fresno COG Environmental Justice															
Task Description	COG	OTHER	% of WORK	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
313.01 Keep abreast of environmental justice, Title VI, & DBE rules	■		10	■	■	■	■	■	■	■	■	■	■	■	■
313.02 Maintain communication with tribes	■		1	■	■	■	■	■	■	■	■	■	■	■	■
313.03 Continue efforts started with the CC Tribal Collaboration Transportation Planning Project.	■		1	■	■	■	■	■	■	■	■	■	■	■	■
313.04 Conduct Outreach/Public Participation for RTP and FTIP	■		14	■	■	■	■	■	■	■	■	■	■	■	■
313.05 Implement recommendations	■		10	■	■	■	■	■	■	■	■	■	■	■	■
313.06 Maintain EJ Task Force	■		10	■	■	■	■	■	■	■	■	■	■	■	■
313.07 Update Title VI Plan	■		10	■	■	■	■	■	■	■	■	■	■	■	■
313.08 Address Comments to Environmental Justice Section of the 2014 RTP	■		5	■	■	■	■	■	■	■	■	■	■	■	■
313.09 Conduct Environmental Justice & Title VI analysis for FTIP and RTP	■		15	■	■	■	■	■	■	■	■	■	■	■	■
313.10 Conduct needs assessment			14												
313.11 Convene Environmental Justice Taskforce meetings on a quarterly basis			5												
313.12 Coordinate EJ/RHNA/Consolidated HE			5												

313 Environmental Justice

Account	Adopted Budget 2012/13	Adopted Budget 2013/14	Annual Budget 2014/15	FTA 5303	FHWA PL	FHWA Carry Fwd	LOCAL FUNDS
Salaries	3,718	12,173	18,655				
Benefits	1,311	3,291	5,250				
Overhead	2,971	8,506	13,346				
<b>Total Staff Costs</b>	<b>8,000</b>	<b>23,970</b>	<b>37,251</b>		37,251		
Direct Costs							
Consultants	878	50,000	100,000	44,265		44,265	11,470
<b>Total Direct Costs</b>	<b>878</b>	<b>50,000</b>	<b>100,000</b>	<b>44,265</b>	0	<b>44,265</b>	<b>11,470</b>
<b>TOTAL</b>	<b>8,878</b>	<b>73,970</b>	<b>137,251</b>	<b>44,265</b>	<b>37,251</b>	<b>44,265</b>	<b>11,470</b>
LTF MATCH 11.47%						5,735	
TOLL CREDIT MATCH 11.47%				5,077	4,273		
Consultants							
EJ Analysis	100,000						
<b>Total</b>	<b>100,000</b>						



### OBJECTIVE

To develop a community based vision for the Ventura Kings Canyon Corridor to support current planning and outreach efforts including the proposed Bus Rapid Transit System and General Plan update by the City of Fresno.

### DISCUSSION

In August 2012, the California Department of Transportation awarded Fresno Council of Governments a Fiscal Year 2012-13 Environmental Justice Planning Grant. The area covered by the grant is an approximate three mile section of the Ventura/Kings Canyon corridor from First Street to Peach Avenue. The area has a population estimated to be 39,795 (U.S. Census Bureau 2006-2008 American Community Survey). The poverty rate is estimated to be 36% - 26% higher than the state average and 18% higher than the rest of the City of Fresno.

The Bus Rapid Transit Master Plan released by Fresno COG in June 2008 reveals that the Ventura/Kings Canyon corridor experiences the highest annual ridership on Fresno Area Express (FAX). The reports stated, "Substantial opportunities exist for infill development and substantial development..." Much of the traffic on Ventura Avenue and Kings Canyon Road has been siphoned off by the opening of the Highway 180 in 2012, leaving opportunities for a more pedestrian and transit oriented use of the public right of way.

### PREVIOUS WORK COMPLETED

Prepared Grant Application  
Developed Request for Proposals  
Selected Consultant

### PRODUCTS

Final Complete Streets Plan

### TASKS

- 314.01 Project Kick-off Meeting
- 314.02 Consultant Selection
- 314.03 Identify Existing Conditions
- 314.04 Outreach Coordination
- 314.05 Community Town Hall Meeting #1
- 314.06 Community Town Hall Meeting #2
- 314.07 Community Town Hall Meeting #3
- 314.08 Develop Streetscape Concept
- 314.09 Develop Conceptual Design Alternatives
- 314.10 Draft Complete Streets Plan
- 314.11 Identify Potential Funding Sources
- 314.12 Joint Planning/Parking and Safety/Bicycle Advisory Meeting
- 314.13 Final Complete Streets Plan
- 314.14 Fresno COG Policy Board and Fresno City Council Adoption
- 314.15 Fiscal Administration

- 314.16 Quarterly Reports
- 314.17 Report Review
- 314.18 Staff Coordination

314 Ventura Kings Canyon Corridor Revitalization																	
Task Description	C O G	C o n s u l t	C a l t r a n s	O T H E R	% of work	J U L	A U G	S E P	O C T	N O V	D E C	J A N	F E B	M A R	A P R	M A Y	J U N
314.1 Project Kick-off Meeting	■				0.1												
314.2 Consultant Selection	■				0.1												
314.3 Identify Existing Conditions		■			9.5												
314.4 Outreach Coordination		■			3.9	■	■	■	■	■	■	■					
314.5 Community Town Hall Meeting #1		■			4.9												
314.6 Community Town Hall Meeting #2		■			4.9	■											
314.7 Community Town Hall Meeting #3		■			4.5				■								
314.8 Develop Streetscape Concept		■			19.7	■	■	■	■								
314.9 Develop Conceptual Design Alternatives		■			21.1	■	■	■	■								
314.10 Draft Complete Streets Plan		■			23.6		■	■	■	■	■						
314.11 Identify Potential Funding Sources		■			2.2		■	■	■	■							
314.12 Planning/Parking/Safety/Bicycle Meeting	■	■			0.7												
314.13 Final Complete Streets Plan		■			4.2				■	■	■				■		
314.14 FCOG Board/Fresno City Council Adoption	■	■			0.1									■			
314.15 Fiscal Administration	■				0.2	■	■	■	■	■	■	■	■	■			
314.16 Quarterly Reports	■				0.1	■			■			■			■		
314.17 Report Review	■		■		0.1		■			■	■		■		■	■	
314.18 Staff Coordination	■				0.1	■	■	■	■	■	■	■	■	■	■		

314 Ventura KC Corridor

Budget Account	Adopted Budget 2012/13	Adopted Budget 2013/14	Annual Budget 2014/15	SPR	LOCAL 0 FUNDS
Salaries		8,217	0		
Benefits		2,222	0		
Overhead		5,741	0		
Total Staff Costs	0	16,180	0	0	0
Direct Costs					
Consultants		225,000	120,000	109,100	10,900
Grant Administration		6,320	0	0	0
Total Direct Costs	0	231,320	120,000	109,100	10,900
<b>TOTAL</b>	<b>0</b>	<b>247,500</b>	<b>120,000</b>	<b>109,100</b>	<b>10,900</b>
LTF MATCH 11.47%					
TOLL CREDIT MATCH 11.47%					

Consultants		
Ventura KC Corridor	225,000	
Total	225,000	



### OBJECTIVE

To provide member agencies, outside agencies and consultants with specialized technical assistance services. It is intended that the major beneficiaries of this service be the smaller cities with limited technical staff resources. Non-member agencies and others are on a cost reimbursement basis.

### DISCUSSION

Fresno COG staff provides specialized technical assistance services to the member agencies and others. These services are generally related to microcomputer applications for traffic modeling, demographics and related data base maintenance, and for support on accounting related software previously developed by Fresno COG. However, these services can include fiscal management support, computer applications support, traffic engineering studies, and special planning studies. Internal staff capabilities generally determine the kinds of technical assistance available. Under special circumstances the services of other agencies or consultants may be utilized. For example, Fresno County staff has been utilized to provide traffic counts and traffic studies in several smaller cities.

The Fresno COG Board has an approved policy which enables Fresno COG to provide reimbursable services to member agencies, associate member agencies, and consultants.

General assistance is available to any member agency on an informal basis; however, projects requiring commitments of staff time in excess of one half day should be requested in writing and coordinated through the Executive Director. Projects requiring significant commitment of staff resources or utilization of external resources will be screened by staff and reported to the Board prior to initiation. This program is fully funded with local resources.

#### Blueprint Integration Circuit Planner:

In 2012, with the assistance of Prop 84 funding from the Strategic Growth Council, the Valley MPOs designed a *Blueprint Integration Program* for the entire Valley that used circuit planners to work with the small cities (with populations under 50,000). The program was successful in keeping the Blueprint's Smart Growth Principles applicable to local planning activities while providing assistance to integrate those concepts related to the transportation and land use connection into local planning processes. The work that was completed with these local agencies provided templates and best practice materials for the SJV Blueprint Planners Toolkit. The Valleywide Prop 84 "Blueprint Integration" program concluded at the end of FY 2012-13. Fresno COG intends to continue this endeavor in Fresno County as part of its Technical Assistance work element.

### PREVIOUS WORK COMPLETED

1. Reimbursable traffic model runs for consultants.
2. Coordination of consulting study on Trails Planning for the City of Fresno, a project fully reimbursed by the City.
3. Assisted numerous local agencies by participating in oral interview panels for a variety of local agency recruitments.
4. Provided assistance to a variety of local agencies regarding maintenance or establishment of financial systems.
5. Special traffic studies for member agencies.
6. Special model runs for member agency traffic studies.

7. Traffic model runs in support of the General Plan analysis.
8. Prepared pollution reduction calculations for member agency CMAQ applications.
9. Assisted rural communities with establishing videoconferencing platforms in order to help cut the cost, time and air quality detriment associated with frequent travel to required meeting.
10. Posted information to Fresno COG's website at member agency's request and provided graphic design services.
11. Prop 84 Grant Activities related to Blueprint Integration (Circuit Planner assistance)

## PRODUCTS

Delivery of special services and development of specific projects as determined by individual members or non-member users.

## TASKS

- 320.01 Provide member agencies and non-member organizations or individuals with specialized services and/or assistance.
- 320.02 Provide "circuit planner" consulting assistance to member agencies.

320 Technical Assistance															
Task Description	COG	OTHR	% of Work	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
320.01 Provide technical assistance	■		34	■	■	■	■	■	■	■	■	■	■	■	■
320.02 Circuit Planner consulting assistance	■		66	■	■	■	■	■	■	■	■	■	■	■	■

### 320 Technical Assistance to Members

Budget Account	Adopted Budget 2012/13	Adopted Budget 2013/14	Annual Budget 2014/15	LOCAL FUNDS
Salaries	21,357	25,356	29,367	
Benefits	7,531	9,784	10,550	
Overhead	17,067	19,331	22,286	
<b>Total Staff Costs</b>	<b>45,955</b>	<b>54,471</b>	<b>62,203</b>	<b>62,203</b>
Direct Costs				
Consultants		100,000	100,000	100,000
<b>Total Direct Costs</b>	<b>0</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
<b>TOTAL</b>	<b>45,955</b>	<b>154,471</b>	<b>162,203</b>	<b>162,203</b>
LTF MATCH 11.47%				
TOLL CREDIT MATCH 11.47%				

Consultants	
Circuit Planner	100,000
<b>Total</b>	<b>100,000</b>

### OVERVIEW

Transportation Demand Management (TDM) includes a wide variety of transportation control measures having a goal of reducing overall motor vehicle usage. In prior years, the predominate effort of this activity has been promotion of ridesharing.

### OBJECTIVE

Fresno COG's Valleyrides staff provides Transportation Demand Management (TDM) Services, information and support to individual commuters and employers in Fresno County. These TDM services facilitate higher vehicle occupancy rates and reduce traffic congestion by expanding the traveler's transportation choice in terms of travel method, time, route, costs and the quality and convenience of the travel experience. Federal requirements, through TEA 21, mandate that non-attainment areas shall have Rideshare/TDM programs. Additional transportation control measures are to be explored and implemented when reasonable, but SAFETEA-LU distinguishes the Rideshare component as a mandatory element in order to maintain our air quality conformity status.

### DISCUSSION

The Rideshare objectives are designed to reduce traffic congestion, work related vehicle miles of travel and automobile emissions in an effort to improve air quality, conserve energy and prolong the life of existing transportation infrastructures. This is accomplished by encouraging voluntary Rideshare activities, that is, carpooling, vanpooling, buspooling, through matching of Rideshare participants. This is also accomplished by providing information on public transit, alternate work schedules, telecommuting, bicycling or walking as commute options and incentive programs such as preferred parking or Guaranteed Ride Home Programs.

### PREVIOUS WORK COMPLETED

Program staff has maintained the Valleyrides Program, providing ride matching services within the Fresno, Kings, Madera and Tulare counties. Staff members have also hosted TDM training workshops for employers, made in-house presentations, offered program support, information and organization and hosted major promotional events. Over the years Fresno COG staff has worked with over 200 large employer worksites in the four county service region. These employers have received a wide variety of services and/or information. Valleyrides' database program has inspired two separate ride matching databases run internally within large employer worksites. In addition, Valleyrides formed a Commute Options Advisory Committee comprised of government agency and private sector representatives. Valleyrides partnered with California State University Fresno's Parking and Transportation Department to develop an online database matching system called [www.Valleyrides.com](http://www.Valleyrides.com). That system was been in operation from October 2003, to the Spring of 2012. A new database matching system and website was developed and released for public use during the 2012-2013 fiscal year. Two smartphone applications were also developed for Android and Apple users called "Measure C Carpool" that interfaces with the Valleyrides.com database and provides the same ridematching capabilities.

### PRODUCTS

Listed by Task

### TASKS

340.01 Ridematching

- a. Referrals and assistance to clients.
- b. Refer applicants to COG's online ridematching website at [www.valleyrides.com](http://www.valleyrides.com). Process all incoming ridematch requests for clients who do not have internet access.
- c. Cooperate with other ridesharing agencies and employers to facilitate matches.
- d. Maintain a current and active data base by surveying clients and purging data continually.

#### 340.02 Employer Services

- a. Assist employers by supplying commute option information and services. This includes five Native American Rancherias within Fresno County.
- b. Refer clients to employer's private "in-house" database ride matching systems as appropriate.
- c. Maintain involvement in transportation demand management planning issues as they relate to increasing and improving commute alternatives.
- d. Cooperate with other agencies concerned with congestion management, air pollution, and transportation issues.
- e. Establish and maintain individual online ridematching databases for large employers by request.

#### 340.03 Information Services

- a. Maintain current information on alternative transportation services such as: transit, bikeways, vanpools, buspools, and Park and Ride Lots. Emphasize safety, energy conservation, efficient use of existing transportation facilities and congestion relief and prevention.
- b. Define, design and execute informational documents. Receive requests and disseminate these documents.
- c. In conjunction with work element 311/Public Participation, staff will provide information and support for the update of COG's Fresno County Transportation Guide. The guide contains detailed, comprehensive information on all forms of transportation options and services available in Fresno County. The Ridesharing Program will also purchase and distribute the guide.
- d. Enhance and maintain the [www.valleyrides.com](http://www.valleyrides.com) website and smart phone application information.
- e. Define, design and produce stock information and specific promotional pieces such as brochures, matchlist applications and collateral items.
- f. Promote bicycle commuting and safety by continuing to update, print and distribute Bikeway Maps of the Fresno County Region.
- g. Participate in COG's Fresno County Transportation Forum.

#### 340.04 Vanpool Services

- a. Include vanpooling options in Ridesharing presentations.
- b. Provide vanpool referrals and formation assistance to employers and individual clients or client groups.
- c. Operate and Promote the Measure C Vanpool Subsidy Program for commuters and farmworkers as requested by the Fresno County Transportation Authority. See Work Elements 212 and 215 for detailed information on the programs.

#### 340.05 Local/Statewide Agency Assistance

- a. Meet with representatives from city and county agencies, transit districts, bicycle clubs, chambers of commerce and other local associations which may be interested in or affected by the program to coordinate services and information.
- b. Assist the San Joaquin Valley Air Pollution Control District with promotional campaigns or grant programs, and with implementation of their new trip reduction rule.

#### 340.06 Administration

- a. Provide necessary administrative support and supervision, address problem areas as they arise, and seek information and cooperation with other Ridesharing programs.
- b. Prepare and maintain program records, OWP TDM Element, budget, invoices and quarterly reports.

340.07 TDM Program

- a. Identify specific capital projects to utilize any available funding

340 Transportation Demand Management Program															
Task Description	C O G	O T H R	% of Work	J U L	A U G	S E P	O C T	N O V	D E C	J A N	F E B	M A R	A P R	M A Y	J U N
340.01 Ridematching Services	■	■	20	■	■	■	■	■	■	■	■	■	■	■	■
340.02 Employer Services	■	■	20	■	■	■	■	■	■	■	■	■	■	■	■
340.03 Information Services	■	■	20	■	■	■	■	■	■	■	■	■	■	■	■
340.04 Vanpool Services	■	■	20	■	■	■	■	■	■	■	■	■	■	■	■
340.05 Local Agency Assistance	■	■	10	■	■	■	■	■	■	■	■	■	■	■	■
340.06 Administration	■		5	■	■	■	■	■	■	■	■	■	■	■	■
340.07 TDM Program	■	■	5	■	■	■	■	■	■	■	■	■	■	■	■

340 TDM Program

Budget Account	Adopted Budget 2012/13	Adopted Budget 2013/14	Annual Budget 2014/15	LOCAL FUNDS
Salaries	4,041	4,761	7,477	
Benefits	1,425	1,608	2,556	
Overhead	3,230	3,504	5,601	
Total Staff Costs	8,696	9,873	15,634	15,634
Direct Costs				
Supplies/Printing	7,750	7,750	7,750	7,750
Promotion/Outreach	5,000	5,000	5,000	5,000
Grant Specific Travel	0	500	500	500
Total Direct Costs	12,750	13,250	13,250	13,250
<b>TOTAL</b>	<b>21,446</b>	<b>23,123</b>	<b>28,884</b>	<b>28,884</b>
LTF MATCH 11.47%				
TOLL CREDIT MATCH 11.47%				



### OBJECTIVE

To perform the duties as an Affiliate State Census Data Center and provide assistance to member agencies and the general public in obtaining, analyzing and utilizing census and other demographic data in support of the area wide transportation planning process. Also to provide continuing support to the internal data needs for traffic simulation modeling requirements including the updating and development of alternative socio-economic scenarios for new projects and land use scenarios from consultants and member agencies, and providing data support for COG-prepared transportation reports and plans.

### DISCUSSION

The Data Center provides data for COG-related reports and studies, member agencies, other governmental entities, consultants, businesses and the public with information so they can:

- Assess the operational and physical continuity of transportation system components within and between metropolitan and rural areas, and interconnections to and through regions.
- Participate in appropriate local level mandates.
- Identify and analyze issues relating to integration of transportation and community goals and objectives in land use, housing, economic development, social welfare and environmental preservation.
- Develop and/or modify tools that allow for better assessment of transportation impacts on community livability.
- Consider alternative growth scenarios that provide information on compact development and related infrastructure needs and costs.
- Investigate methods to reduce vehicle travel and to expand and enhance travel services.
- Conduct transit needs assessments and other transit-related activities.

As part of the Affiliate State Census Data Center for Fresno County, the Fresno COG responds to requests for census information from member agencies and the public in support of transportation planning activities. There is also a requirement for continuing coordination with the Bureau of the Census relative to public dissemination of census reports, announcements, and maintenance of census geography. As part of this task, Fresno COG has established a home page on the Internet that provides data by Fresno County jurisdiction, as well as links to U.S. Census data and other information for use by member agencies, other governmental entities, and the public.

Fresno COG expects a continual release of Census Transportation Planning Package (CTPP) data by traffic analysis zone (TAZ) in 2013. Fresno COG participated in the CTPP TAZ (Census Transportation Planning Package Traffic Analysis Zone) Delineation Program. Through this program, COG worked with Caltrans and the U.S. Census Bureau to determine the 2010 census block equivalencies for TAZs within Fresno County. These new TAZ boundaries became part of the Census TIGER mapping file and will be used for the Census Transportation Planning Package, a set of special tabulations from of Census data for transportation planning.

Fresno COG will monitor the continual release of data from the American Community Surveys. Of special concern is the development of new forecasts for SB 375 requirements.

In addition to general maintenance and support functions, this work element will provide for the production of data for the Regional Housing Needs Allocation Plan that defines the fair share allocation of housing growth in the County, as well as the general improvement of the models' performance.

### PREVIOUS WORK COMPLETED

1. Development of socioeconomic data to support traffic modeling.
2. Response to data requests from governmental agencies, businesses, academic institutions, and the public in support of transportation-related work.

3. Dissemination of U.S. Census, State Department of Finance, and other information to member agencies and the public.
4. Development of socio-economic data for Fresno COG-prepared reports and plans.

## PRODUCTS

1. Develop socioeconomic information for Fresno COG-prepared reports and plans. Special census reports in response to member agency and public requests for transportation data.
2. Affiliate State Census Data Census Reports and other data.
3. Prepare update of website information
4. Develop demographic and socioeconomic information in support of traffic modeling activities

## TASKS

- 350.01 Maintain Fresno Regional Data Center which disseminates Census 2010 and other special census reports, provides assistance in obtaining, analyzing and utilizing information to aid member agencies and the general public in transportation planning and research.
- 350.02 Develop and provide demographic information needed for other Fresno COG-prepared documents and traffic model activities.

350 Fresno Regional Data Center															
Task Description	COG	OTHR	% of Work	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
350.01 Maintain Regional Data Center	■		50	■	■	■	■	■	■	■	■	■	■	■	■
350.02 Support COG reports and model	■		50	■	■	■	■	■	■	■	■	■	■	■	■

### 350 Fresno Regional Data Center

Budget Account	Adopted Budget 2012/13	Adopted Budget 2013/14	Annual Budget 2014/15	FHWA PL
Salaries	37,429	35,048	32,960	
Benefits	13,198	11,652	11,045	
Overhead	29,911	25,690	24,568	
Total Staff Costs	80,538	72,390	68,573	68,573
Direct Costs				
Total Direct Costs	0	0	0	0
<b>TOTAL</b>	80,538	72,390	68,573	68,573
LTF MATCH 11.47%				
TOLL CREDIT MATCH 11.47%				7,865



### Objective

"One Voice" unites Fresno County communities and regional interests in a voluntary and collaborative effort to seek federal and state funds and support annually for projects and legislative priorities of regional significance. All projects and legislative priorities chosen shall contribute to an improved quality of life throughout the Fresno County region.

"Valley Voice" brings together elected officials from each of the eight San Joaquin Valley counties and the Regional Transportation Planning Agencies to advocate for infrastructure projects and legislative priorities that will benefit the San Joaquin Valley.

To provide local agencies with information on federal and state legislation, regulations, guidelines, and policies that affect the Fresno COG and our member agencies.

### Discussion

Since 2003, Fresno COG has sponsored a group of member agency elected officials, public administrators and selected staff, to lobby in Washington DC for a number of regionally significant projects and priorities that had been identified by Fresno COG member agencies and various stakeholders. This effort, known as the Fresno COG "One Voice" effort, was deemed successful by the Fresno COG Policy Board and will be continued in FY 2014/15. Because of the success with the Washington DC effort, Fresno COG sponsored similar efforts in Sacramento.

Originally, the One Voice effort sought federal and/or state funding for projects of broad community-wide benefit within Fresno County. The goal was to assemble a public-private delegation, select prioritized projects, and then visit our Congressional and federal departmental representatives in Washington, D. C. to pursue earmarked funds and grant opportunities. The Fresno COG proposed this as an annual effort and made a similar effort at the state level in Sacramento.

The message we heard during each of our visits to Washington, D.C. and Sacramento was that we were welcomed and encouraged to return and to continue communications, building upon the broad-based coalition we were assembling. The "One Voice" approach is positively recognized and viewed as a means of assisting our federal representatives to identify, prioritize and shepherd much needed projects through the state and federal budget processes.

Although the "One Voice" effort does not represent the sole advocacy for the Fresno region (Fresno County, individual cities and other public authorities pursue important objectives in Washington and Sacramento as well), it does provide an opportunity to give special focus to a core group of projects and legislative priorities around which the broadest group within the county can unite.

#### Legislative Fridays

The 2013 Sacramento One Voice scheduled for April 2013 was cancelled in part because additional elected official participation and representation was needed. However, an alternative measure was established, and in April 2013 Fresno COG began hosting "Legislative Friday" sessions during which members of the state legislature and administration began meeting with us here in the District at the Fresno COG offices. All sessions have been well attended by elected officials, city staff, and COG partners. Fresno COG hosted meetings with Assemblymember Jim Patterson, Assemblymember Henry T. Perea and Senator Andy Vidak. Fresno COG, in partnership with the California Latino Water Coalition, also hosted a joint Water Supply Infrastructure Tour of the Proposed Temperance Flat Dam Site and they hosted a Transportation Infrastructure Day with the

California Transportation Commission and Caltrans. Many Policy Board members have recommended that these sessions continue because it gives them an opportunity to participate with minimal travel costs.

### **Valley Voice**

Also, on a Valleywide level, the eight San Joaquin Valley Regional Transportation Planning Agencies have united through the San Joaquin Valley Regional Policy Council to build consensus on advocating for projects and legislative priorities at the state and federal level. Together, through their own lobbying efforts, the termed "Valley Voice" takes the Valley COG's and their respective elected officials to Sacramento and Washington D.C. on an annual basis.

The "One Voice" advocacy effort has been so successful at the local level that in 2008, Fresno COG embarked on the first advocacy trip to Sacramento along with the other seven Regional Transportation Planning Agencies in the San Joaquin Valley and the San Joaquin Valley Regional Policy Council. This advocacy effort, termed "Valley Voice" brings together elected officials from each of the eight San Joaquin Valley counties (San Joaquin, Stanislaus, Merced, Madera, Fresno, Kings, Tulare, and Kern) and the Executive Directors and staff representing each of the San Joaquin Valley Regional Transportation Planning Agencies. We are pleased to report that we have experienced success from this effort through additional funds to improve our transportation system and combat air quality issues in the San Joaquin Valley. The trip is an annual event and has been expanded to include a "Valley Voice" trip to Washington D.C.

The "One Voice" and "Valley Voice" efforts heighten the COGs' visibility and solidify relationships with both elected and staff representatives in Washington D.C. as well as in Sacramento. Following is a brief history on the efforts.

### **Fresno COG Legislative Reporting and Analysis**

Fresno COG staff also devotes significant time to on-going legislative activities including, but not limited to, monthly reports detailing pending state and federal legislation in current sessions, bill analysis, regular correspondence to state and federal representatives communicating positions on bills of interest by the Policy Boards, draft bill language, and the development of an annual Fresno COG Legislative Platform and SJV Regional Policy Council Legislative Platform.

## **Previous Work Completed**

Fresno COG has organized twelve annual (2003-2014) "One Voice" lobbying trips to Washington D.C., seven annual (2006-2012) "One Voice" lobbying trips to Sacramento and coordinated with other Valley COGs for "Valley Voice" advocacy trips to Sacramento (2008-2013) and Washington D.C. (2009-2013, except in 2012).

Fresno COG created the first annual Legislative Platform in 2008 that outlined the COG's priority legislative and policy issues for advocacy during that year. A 2014 Fresno COG Legislative Platform was finalized in October of 2013.

## **Products**

1. "One Voice" community advocacy trip to Washington D.C.
2. Appropriations requests and other funding applications following Washington D.C. visit.
3. Administrative and Regulatory relief requests prior and following Washington D.C. visit.
4. "One Voice" community advocacy trip to the state capitol in Sacramento replaced with Legislative Friday sessions.
5. Plan and carry out with the other SJV COGs the "Valley Voice" advocacy trips to Sacramento and Washington D.C.
6. Follow up "Valley Voice" with appropriate action initiatives.

7. Monthly legislative reports, bill analysis, and regular correspondence to state, federal, and local agency representatives on legislation and policy areas of interest to the Fresno COG.
8. 2013 Fresno COG and SJV Legislative Platform.
9. Hosted five "Legislative Friday" sessions including a tour of the Proposed Temperance Flat Dam Site.
10. Follow up with Legislative staff pertaining to appropriate action initiatives and administrative/regulatory relief requests.

## Tasks

- 360.01 Develop 2015 Fresno COG Legislative Platform
- 360.02 Call for Regional Priorities for Fresno COG "One Voice " to Washington D.C
- 360.03 Priorities Selection for Fresno COG "One Voice " to Washington D.C
- 360.04 Delegate briefings for Fresno COG "One Voice " to Washington D.C
- 360.05 Meeting logistics and materials for Fresno COG "One Voice " to Washington D.C
- 360.06 Travel associated with Fresno COG "One Voice " to Washington D.C
- 360.07 Identify state-related regional priorities for Fresno COG "One Voice " and Legislative Friday Sessions
- 360.08 Delegate briefings for Fresno COG "One Voice " to Sacramento and/or Legislative Friday Sessions
- 360.09 Meeting logistics and materials for Fresno COG "One Voice " to Sacramento and/or Legislative Friday Sessions
- 360.10 Travel associated with Fresno COG "One Voice "delegation to Sacramento and/or for Legislative Friday Sessions
- 360.11 Identify legislative platform for Valley COG's "Valley Voice " to Sacramento
- 360.12 Delegate briefings for Valley COG's "Valley Voice " to Sacramento
- 360.13 Meeting logistics and materials for Valley COG's "Valley Voice " to Sacramento
- 360.14 Travel associated with Valley COG's "Valley Voice " to Sacramento
- 360.15 Identify legislative platform and projects for Valley COG's "Valley Voice" to Washington D.C.
- 360.16 Delegate briefings for Valley COG's "Valley Voice "to Washington D.C.
- 360.17 Meeting logistics and materials for Valley COG's "Valley Voice" to Washington D.C.
- 360.18 Travel associated with Valley COG's "Valley Voice" to Washington D.C.
- 360.19 Continue to produce monthly legislative reports and bill and policy analysis to federal, state, and local representatives and agencies.

360 One Voice Advocacy															
Task Description	C O G	O T H R	% of Work	J U L	A U G	S E P	O C T	N O V	D E C	J A N	F E B	M A R	A P R	M A Y	J U N
360.1 Develop Legislative Platform	■	■	5					■	■						
360.2 Call for Regional Priorities One Voice D.C.	■	■	5												
360.3 Priorities Selection for Washington D.C	■	■	5					■	■						
360.4 Delegate briefings for Washington D.C	■	■	2						■						
360.5 Logistics and materials for Washington D.C	■	■	8				■	■	■	■					
360.6 Travel associated with Washington D.C	■	■	3								■				
360.7 Identify legislative priorities for Sacramento and/or Legislative Friday Sessions	■	■	6		■		■	■			■		■		■
360.8 Delegate briefings for Sacramento and/or Legislative Friday Sessions	■	■	2								■				
360.9 Logistics and materials Sacramento and/or Legislative Friday Sessions	■	■	5						■	■					
360.10 Travel associated with Sacramento and/or Legislative Friday Sessions	■	■	2									■			

360.11 Identify legislative platform for Valley COG's to Sacramento	■	■	10							■	■	■			
360.12 Delegate briefings for Valley COG's to Sacramento	■	■	2										■		
360.13 Logistics and materials for Valley COG's to Sac.	■	■	5								■	■			
360.14 Travel associated with Valley COG's to Sacramento	■	■	5										■		
360.15 Identify legislative platform and projects for Valley COG's Washington D.C.	■		10				■	■	■						
360.16 Delegate briefings for Valley COG's for Washington D.C.	■		5								■				
260.17 Logistics and materials for Valley COG's for Washington D.C.	■		5								■	■			
360.18 Travel associated with Valley COG's for Washington D.C.	■		5										■		
360.19 Legislative Analysis, Education, Outreach	■		10												

360 One Voice Advocacy

Budget Account	Adopted Budget 2012/13	Adopted Budget 2013/14	Annual Budget 2014/15	LOCAL FUNDS
Salaries	22,251	38,111	42,924	
Benefits	7,846	13,785	15,095	
Overhead	17,782	16,559	19,711	
Total Staff Costs	47,879	68,455	77,730	77,730
Direct Costs				
Consultants	10,500	21,000	21,000	21,000
Awards	0	4,113	4,113	4,113
Grant Specific Travel	14,581	33,509	33,509	33,509
Other Misc Expense	3,288	3,802	3,802	3,802
Total Direct Costs	28,369	62,424	62,424	62,424
<b>TOTAL</b>	<b>76,248</b>	<b>130,879</b>	<b>140,154</b>	<b>140,154</b>
LTF MATCH 11.47%				
TOLL CREDIT MATCH 11.47%				

Consultants	
Simon & Simon	21,000
Total	21,000

## 420 Fresno Regional Housing Needs Plan/Consolidated Housing Element

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### OBJECTIVE

To prepare an update of the Fresno Regional Housing Needs Allocation Plan to estimate and allocate the housing needs in the Fresno County region and to assist member agencies in the preparation of the first Fresno County Consolidated Housing Element.

### DISCUSSION

Cities and counties are required to prepare and adopt a general plan which addresses the development of their jurisdiction. The general plan is a policy tool or blueprint which provides for local policy makers to direct growth within a structured set of policies and goals. The housing element, required by state law since 1969, is a component of the general plan, and includes the strategy of a local jurisdiction to address and attain state housing goals.

It is mandated by the state that housing elements identify housing needs, resources, and constraints as well as quantifiable objectives for the construction, conservation, and rehabilitation of housing units and a housing program to implement the jurisdiction's objectives.

SB 375 requires each MPO meet and confer with the state of California Housing and Community Development Department to determine the population projection to be used as the basis from which HCD determines the projected need for housing in Fresno County. This is of special importance since the RHNA and the Sustainable Communities Strategy must use consistent forecasts.

As a departure from previous (Regional Housing Needs Allocation) RHNA processes, the Fresno COG will confer with HCD jointly with other MPOs in the San Joaquin Valley rather than confer as a single MPO. This effort will take considerable coordination, but in the end, will result in time savings for each MPO.

State law requires documentation of existing and projected housing needs of all income levels. The state also mandates that each city and county address the housing needs of all segments of the community in their respective general plan's housing element.

As a means to this end, Councils of Governments are required to prepare Regional Housing Needs Allocation Plans, which include determinations of housing allocations specific to each jurisdiction. These housing allocations include the housing needs of all income levels while avoiding further impacting communities with current relatively high proportions of lower income households.

The purpose of estimating the housing needs of the Fresno County region are to:

1. Accommodate projected regional growth.
2. Provide access to housing for all income groups within each housing market area of the region.

The plan will respond to state guidelines by:

1. Identifying the needs of persons of all income levels within the area significantly affected by a jurisdiction's general plan.
2. Identifying existing and projected housing needs.

3. Complying with the time frame that extends to the final date of the housing element planning period based on the statutory schedule for housing element updates.

Fifteen of Fresno COG's sixteen member agencies are moving forward with a County-Wide Consolidated Housing Element. The Consolidated Housing Element will be the first of its kind in Fresno County and will aim to provide the following:

- Cost saving to jurisdictions
- Housing Element Certification for every member agency that participates
- Approaching the state as one unified force to address the County of Fresno's issues

Fresno COG will administer the RFP for the Housing Element but each member agency will work closely with the consultant to ensure its own housing element completion. Fresno COG will also not be responsible for any part of the consultant fee.

## PREVIOUS WORK COMPLETED

The last Fresno Regional Housing Needs Allocation Plan was adopted November 29, 2007.

## PRODUCTS

1. Fresno Regional Housing Needs Allocation Plan.
2. County-Wide Consolidated Housing Element

## TASKS

- 420.01 Assemble materials and data.
- 420.02 Coordinate Valley MPOs and confer with HCD
- 420.03 Review regional profile.
- 420.04 Reevaluate housing market areas.
- 420.05 Determine low-income impacted areas.
- 420.06 Allocate household growth.
- 420.07 Allocate households by income.
- 420.08 Calculate new construction need for each community.
- 420.09 Review and circulate Fresno Regional Housing Needs Allocation Plan draft.
- 420.10 Local revision process.
- 420.11 Develop RFP for housing element consultant
- 420.12 Assist member agencies with housing element development
- 420.13 Hold meetings for member agencies to discuss progress and next steps

420 Fresno Regional Housing Needs Plan											420									
Task Description	C O G	C N T Y	F R E S	F A X	C L O V	O T H R	% of Work	J U L	A U G	S E P	O C T	N O V	D E C	J A N	F E B	M A R	A P R	M A Y	J U N	
420.01 Assemble materials and data	■	■	■		■	■	10	■	■	■	■									
420.02 Confer with HCD/Valley MPOs	■	■	■		■	■	5	■	■											
420.03 Review regional profile	■	■	■		■	■	15	■	■	■	■									
420.04 Reevaluate market areas	■	■	■		■	■	5				■	■	■							
420.05 Det. low-inc. impacted areas	■	■	■		■	■	5						■	■						
420.06 Allocate household growth	■	■	■		■	■	15						■	■	■	■				
420.07 Allocate households by income	■	■	■		■	■	10							■	■	■				
420.08 Calc. new construction needs	■	■	■		■	■	10								■	■	■			
420.09 Circulate Housing Needs draft	■	■	■		■	■	5										■	■	■	■
420.10 Local revision process	■	■	■		■	■	5										■	■	■	■

420.11	Develop RFP for housing element consultant	■	■	■	■	■	■	5	■	■	■	■								
420.12	Assist member agencies with housing element development	■	■	■	■	■	■	5	■	■	■	■	■	■	■	■	■	■	■	■
420.13	Hold meetings for member agencies to discuss progress and next steps	■	■	■	■	■	■	5	■	■	■	■	■	■	■	■	■	■	■	

420 Regional Housing Needs

Budget Account	Adopted Budget 2012/13	Adopted Budget 2013/14	Annual Budget 2014/15	LOCAL FUNDS
Salaries	14,678	18,772	35,646	
Benefits	5,175	5,524	11,345	
Overhead	11,729	13,364	26,235	
Total Staff Costs	31,582	37,660	73,226	73,226
Direct Costs				
Total Direct Costs	0	0	0	0
<b>TOTAL</b>	<b>31,582</b>	<b>37,660</b>	<b>73,226</b>	<b>73,226</b>
LTF MATCH 11.47%				
TOLL CREDIT MATCH 11.47%				





### OVERVIEW OF PROGRAM

The San Joaquin Valley of California is one of the most culturally diverse, fastest growing, yet economically disadvantaged regions in the nation. The recent economic downturn has left many of these communities with depleted resources to carry out projects that are essential to infrastructure, economy, and overall quality of life. The lack of resources and personnel precludes the available expertise to execute the essential tasks needed to carryout SB 375.

Already, through its regional blueprint process, the eight SJV-MPOs, in partnership with local agencies, are working toward building environmentally and economically sustainable communities guided by the regionally adopted Preferred Blueprint scenario. Through ongoing regional-local collaboration, planners' resources are currently being developed for a range of community types and sizes to assist in the efforts of general plan integration of SCS and SB 375 goals.

The Valley MPO's received a \$1,000,000 through Round 1 of the Prop 84 - Sustainable Communities Planning Grant and Incentive Program to assist the smaller communities (under 50,000 population) to move toward implementation of the SJV Blueprint and address SB 375. The Directors agreed to invest 19% of this first round funding to SCS (Sustainable Communities Strategy) Outreach; 53% for Local Government Blueprint Principle Integration into General Plans and 28% on a Valley Greenprint. A Prop 84 Round 2 application for an additional \$1,000,000 was submitted in February of 2012, and subsequently awarded on May 10, 2012. Successful funding of the second round application will enable implementation of identified Greenprint best practices and strategies (40%), modeling refinement (45%), and SCS implementation (5%). Round 3 funding is also being sought to further SB 375 implementation efforts.

### OBJECTIVES

Among the implementation strategies of the San Joaquin Valley Blueprint Roadmap were three specific items that give direction to this work element; all three of which play a direct role in promoting infill development and investing in existing communities.

First, the creation and implementation of a Valley-wide Greenprint will identify strategies that focus on the conservation and management of natural resource and agricultural lands. By engaging stakeholders in a process that leads to a regional vision, goals and a coordinated set of strategies to improve the stewardship of existing lands, new development will be encouraged to take place in existing communities where infrastructure exists and impacts to open space and agricultural land are minimized.

Next is the utilization of the traffic model as a guide to encourage infill development within existing communities. Keeping models updated with current transportation methods (modes) and data such as demographics and land use is critical to analyzing the effects of sprawl and encouraging infill development. Ensuring that your traffic model is current is a vital piece of providing outputs that can properly show that existing transportation infrastructure within developed areas is sufficient to handle infill development.

Finally, implementation of the region's Sustainable Communities Strategy (SCS). A new requirement within the California Transportation Commission's Regional Transportation Plan (RTP) Guidelines is the inclusion of an SCS within the MPOs RTP, as required by SB 375. Through Round 1 activities, outreach to involve the community and stakeholders has been made possible. To implement the selected SCS scenario is the next step, and will leverage the efforts of not only Round 1 and 2 activities, but the content provided by Greenprint activities and modeling activities, which shows the inter-connectedness of this work element.

## DISCUSSION

The eight MPOs in the San Joaquin Valley developed their first Sustainable Communities Strategy (SCS) as part of the 2014 Regional Transportation Plan during the 2012-2013 fiscal year. The valleywide Blueprint process provides the foundation for more sustainable growth in the San Joaquin Valley in the next 40 years. SCS development will be instrumental in the implementation of Blueprint goals and objectives and addressing the Federal Highway Administrations (FHWA's) Livability/Sustainability Planning Area of Emphasis (PEA).

As part of the ongoing regional collaboration efforts in the Valley, the 8 MPOs in the Valley worked together to the extent possible on SCS development and public outreach. The Valley MPOs proposed to maintain the 5% & 10% targets for the Valley. The Air Resources Board held a hearing on the target issues for the Valley in January, 2013. Various community groups who have been actively involved on the SB375 implementation in the Valley also commented on the greenhouse gas emission targets for the Valley. Although there was no discussion of implementation mechanism for the valley-wide targets, Valley MPOs continue to work with the ARB and other stakeholders to explore the most feasible way of achieving the 5% and 10% targets either collectively or individually.

The Valleywide SCS outreach scope included developing consistent outreach strategies in a valleywide outreach plan, launching valleywide media campaign to engage the public and stakeholders in the SCS development process, and conducting multiple workshops, public hearing and informational meetings as required by the SB 375 legislation to solicit input from the public before the SCS is adopted by each MPO's policy board.

In concert with the SCS development program, integrating approved Blueprint Principles into general plans has been one of the major focus areas of this work element. The General Plan is the single most important policy guide for cities and counties. It provides direction for most staff reports, planning commission recommendations, and city council or boards of supervisors' decisions. A climate action plan, in concert with the general plan, provides additional guidance for local governments to reduce community and municipal greenhouse gasses, address climate change, and promote sustainability and resource conservation and efficiency. Cities and counties are essential partners in California's efforts to implement climate change-related mandates (AB 32, SB 97, SB 375, Sustainable Communities Strategies, and Regional Blueprints). Many cities and counties in the San Joaquin Valley currently lack the expertise and resources to integrate the adopted Blueprint Principles into their general plans.

Updating a general plan is complex, costly and time consuming. Valley cities and counties update their plans infrequently or defer plan preparation. When combined with environmental review, a general plan update can cost a minimum of \$400,000 to \$600,000 and preparing a climate action plan over \$100,000. For small or medium-size cities and counties in the San Joaquin Valley, the cumulative cost to update their general plans and/or prepare climate action plans amounts to over \$25,000,000. If Valley cities and counties are going to do their part to meet state objectives, they will need to integrate Blueprint Principles into their general plans and/or prepare climate action plans, despite the current fiscal crisis. This Program has enabled small and medium size city staff to gain the skills, knowledge, and tools to integrate Blueprint Principles into their general plans without having to bear the expense of individual contracts with consultants to perform the work.

The basic objectives of the Local Government: Blueprint Principle Integration into General Plans has been as follows:

- Provide an analysis of existing General Plans to determine consistency with the Blueprint
- Prepare a "Best Practices" menu of options to incorporate Blueprint Principles. Each jurisdiction will self-select the options that best fit their community
- A series of workshops will be held on the primary implementation issues with the Blueprint; and to provide instruction on the Blueprint Toolkit development and use.

- As tools are developed they will be uploaded into the web based Blueprint Roadmap toolkit. (Tools to be developed will include a series of regional templates for resolutions, zoning, ordinances, focused amendments, and a general Guide Book for Blueprint incorporation).
- Consultant will provide “circuit planner” assistance to small jurisdictions unable to do the work themselves in-house.
- Future funding is essential to fully implement these goals

The scope of this work was arrived at through ongoing Valleywide collaboration with the cities and counties to produce a program that would best implement the Blueprint Roadmap and assist in the efforts of general plan integration of SCS and SB 375 goals.

The Greenprint Program is also a vital component to the San Joaquin Valley’s Urban and Rural Blueprint Roadmap Programs. While the urban and rural programs focus on the strategies, policies and planning for integrated land use and transportation planning, the Greenprint Program focuses on the open space side of the equation. Focusing primarily on the conservation and preservation of natural open space, habitat corridors and vital farmland, the Greenprint Program also becomes the counter balance to urban and rural community development, suggesting clear boundaries to growth while it defines the value and role strategic and vital open space in the context of the comprehensive regional program.

Approximately 97 percent of the 27,500 square miles in the eight San Joaquin Valley counties is agricultural, resource or undeveloped land, green “open space” devoted to food production, ecosystem services, public recreation and hazard mitigation. But this land is not simply vacant space awaiting a “higher and better use.” It is a resource with intrinsic values that contributes to the economy, our quality of life and public well-being. Without this resource, the region cannot realize its full potential to support a prosperous, healthy and productive population. It, therefore, must be conserved, improved and managed for maximum benefit. Because this resource knows no political boundaries, this goal must be pursued from a regional rather than strictly local jurisdictional boundary perspective.

The basic objectives of Greenprint are as follows:

- Benefit the economy, natural and agricultural resources, and health of the region.
- Conserve rural lands by informing planning and policy decisions, and supporting connections through urban areas.
- Provide a regional perspective on green space.
- Inform public and private land or easement acquisition strategies.
- Identify opportunities to strategically preserve, conserve, and restore open space for a regional system of trails, agriculture, and natural and recreational uses.
- Complement the San Joaquin Valley Blueprint and build on related plans and work.

Greenprint is a multi-phased, multi-year planning project with subsequent phases dependent on funding availability. Phase I included introductory material describing the Valleywide Greenprint Planning Program, including the need for and benefits to be derived from the Program, the gathering and presentation of data (maps, graphs, photographs, etc.) and the analysis of the data. Phase II includes outreach and the formulation of values, vision, and principles, and management and implementation strategies. Phase I activities are part of Prop 84 Round 1 efforts. Phase II activities are part of Round 2 funding.

Greenprint did not start from scratch, but built on past efforts to inventory and manage land and water resources in the San Joaquin Valley. These included local agency general plan open space elements, the Model Farmland Conservation Program, the Safe Passages Wildlife Habitat Connectivity Project, and the TreeTOPS urban forest initiative. It will continue to use existing available data and GIS mapping programs, were applicable.

## PREVIOUS WORK COMPLETED

1. San Joaquin Valley Regional Blueprint
2. San Joaquin Valley Blueprint Roadmap-web based Planners Toolkit
3. Open Space Elements of local general plans
4. Model Farmland Conservation Program
5. Safe Passages Wildlife Connectivity Project
6. TreeTOPS Urban Forest Initiative
7. Valleywide SCS Public Outreach Strategy adopted and products developed and used to provide public outreach opportunities during the development of the SCS.
8. Blueprint Principle inclusion into local General Planning documents.
9. Phase I of the Greenprint Program.

## PRODUCTS

1. Maps, charts, tables, photographs, etc. depicting San Joaquin Valleywide conditions prior to the arrival of Europeans; existing conditions and recent trends for rural open space land uses including agricultural lands, habitat and lands providing ecological benefits; hazardous areas (floodplains and wildland fire-risk areas); regional parks and recreational lands including trails and short-line railroad corridors; scenic, historic, and culturally and geologically significant areas; and, urban/rural edges.
2. An illustrated report and comprehensive website, including all research and analysis.
3. A detailed scope of work for SCS and general plan integration components
4. Products such as white papers, templates and tools to assist with local governments implementing Blueprint Principles and SCS strategies into their local planning practices (housed within the Toolkit).
5. A Blueprint Planner's Toolkit, to house documents, white papers, examples, templates, etc., that encourage and promote Blueprint Principle inclusion into local planning practices. Valleywide SCS public outreach materials and templates for the 8 MPO included the following:
  - Valleywide SCS Public Outreach Strategy
  - Finalized Valleywide media lists
  - Spanish, English and Hmong FAQs and Fact Sheets
  - Valley Visions Key Messages
  - Valley Visions logo, tagline and Branding and Graphic Standards Guide
  - SCS Workshop Flyer template
  - Valley Visions Letterhead choices – 4 in black and white and color
  - SCS Informational Video
  - PowerPoint template
  - Survey questionnaire
  - Media spot development and media buys to publicize the SCS and upcoming workshops and opportunities to comment. Implementation of a Valleywide Media Plan
  - Continued coordination with the other 7 Valley-MPOs on any remaining SCS outreach efforts
  - Developed and executed consultant contract
  - Conducted public workshops to involve stakeholders in the SCS development process

## TASKS

### Modeling Refinement

- 814.01 Continue analysis of existing General Plans to determine consistency with the Blueprint
- 814.02 Coordinate "Best Practices" menu of options to incorporate Blueprint Principles.
- 814.03 Coordinate integration of selected "Best Practice" menu items - each jurisdiction will self- select the options that best fit their community
- 814.04 Continue series of workshops will be held on the primary implementation issues with the Blueprint. Provide instruction on the Blueprint Toolkit development and use.
- 814.05 Continue oversight of consultant providing "circuit planner" assistance to small jurisdictions
- 814.06 Uploading of tools as they are developed into the web based Blueprint Roadmap toolkit. (Tools to be developed will include a series of regional templates for resolutions, zoning, ordinances, focused amendments, and a general Guide Book for Blueprint incorporation).
- 814.07 Prepare technical memoranda for sub-task findings
- 814.08 Prepare draft and final reports.

### Phase II Greenprint Planning Program

- 814.09 As project manager, ongoing facilitation of the Steering Committee to advance Phase II of the Greenprint Program.
- 814.10 Develop and Execute Consultant Contract(s) for Phase II of the Greenprint Program.
- 814.11 Develop principles to guide resource management options and strategies, including review of other similar resource management efforts to identify potential principles and input from SJV Regional Policy Council and other officials and stakeholders.
- 814.12 Develop a shared vision and goals for resource management, including a review of results from Phase I stakeholder survey, a potential Phase II scientific survey, and input from SJV Regional Policy Council and other officials and stakeholders.
- 814.13 Identify and evaluate resource management options and strategies, including working with experts in appropriate fields and using the resource inventory, maps and data analysis from Phase I.
- 814.14 Recommend consensus strategies for resource management, including extensive public and agency comment and public input.
- 814.15 Publish a guide for resource management, including the selection of an editorial review committee to oversee work and the production of maps for inclusion in hard copy publication and for posting on the Web
- 814.16 Identify potential funding sources to maintain access to the data, to develop new information and modeling tools, and to sustain the Greenprint Planning Program.

Task Description	% of work	J U L	A U G	S E P	O C T	N O V	D E C	J A N	F E B	M A R	A P R	M A Y	J U N
814.01 Continue analysis of existing General Plans to determine consistency with the Blueprint	8	■	■	■	■	■	■						
814.02 Coordinate "Best Practices" menu of options to incorporate Blueprint Principles.	8	■	■	■	■	■	■						
814.03 Coordinate integration of selected "Best Practice" menu items - each jurisdiction will self- select the options that best fit their community	8	■	■	■	■	■	■	■	■	■	■	■	■
814.04 Continue series of workshops will be held on the primary implementation issues with the Blueprint. Provide instruction on the Blueprint Toolkit development and use.	8	■	■	■	■	■	■						
814.05 Continue oversight of consultant providing "circuit planner" assistance to small jurisdictions	8	■	■	■	■	■	■	■	■	■	■	■	■
814.06 Uploading of tools as they are developed into the web based Blueprint Roadmap toolkit. (Tools to be developed will include a series of regional templates for resolutions, zoning, ordinances, focused amendments, and a general Guide Book for Blueprint incorporation).	10	■	■	■	■	■	■	■	■	■	■	■	■

814.07	Prepare technical memoranda for sub-task findings	5							■	■	■						
814.08	Prepare draft and final reports.	5							■	■	■						
814.09	Ongoing facilitation of the Greenprint Project Steering Committee.	5	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
814.10	Develop and Execute Consultant Contract(s).	5	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
814.11	Develop principles to guide to guide resource management options and strategies.	5	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
814.12	Develop a shared vision and goals for resource management.	5	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
814.13	Identify and evaluate resource management options and strategies.	5	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
814.14	Recommend consensus strategies for resource management.	5											■	■	■	■	■
814.15	Publish a guide for resource management.	5															■
814.16	Identify potential funding sources.	5															■

814a Sustainable Communities

Phase II

Budget Account	Adopted Budget 2012/13	Adopted Budget 2013/14	Annual Budget 2014/15	Prop. 84	LOCAL FUNDS
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Salaries	0	6,264	6,071		
Benefits	0	1,930	2,103		
Overhead	0	4,508	4,564		
Total Staff Costs	0	12,702	12,738	8,091	4,647
Direct Costs					
Consultants		129,579	129,579	129,579	
Supplies/Printing		4,000	4,000	4,000	
Grant Specific Travel	0	765	765	765	
Grant Administration		11,946	11,910	7,565	4,345
Total Direct Costs	0	146,290	146,254	141,909	4,345
<b>TOTAL</b>	0	158,992	158,992	150,000	8,992
LTF MATCH 11.47%					
TOLL CREDIT MATCH 11.47%					

Consultants					
Sustainable Communities Plan		129,579			
Total		129,579			

814c2 SCS Green Print  
Phase II

Budget Account	Adopted Budget 2012/13	Adopted Budget 2013/14	Annual Budget 2014/15	Prop. 84	LOCAL FUNDS
Salaries		12,896	13,235		
Benefits		3,144	3,270		
Overhead		8,825	9,215		
Total Staff Costs	0	24,865	25,720	16,337	9,383
Direct Costs					
Consultants		311,085	311,085	311,085	
Supplies/Printing		23,705	23,705	23,705	
Workshops		32,000	32,000	32,000	
Grant Specific Travel		2,295	2,295	2,295	
Grant Administration		23,805	22,950	14,578	8,372
Total Direct Costs	0	392,890	392,035	383,663	8,372
<b>TOTAL</b>	<b>0</b>	<b>417,755</b>	<b>417,755</b>	<b>400,000</b>	<b>17,755</b>

LTF MATCH 11.47%  
TOLL CREDIT MATCH 11.47%

Consultants	
Resource Management Strategy	311,085
Total	311,085

814d Sustainable Communities

Budget Account	Adopted Budget 2012/13	Adopted Budget 2013/14	Annual Budget 2014/15	FTA 5303	FHWA PL
Salaries	19,910	47,615	29,916		
Benefits	7,021	16,993	10,897		
Overhead	15,911	35,541	22,785		
Total Staff Costs	42,842	100,149	63,598	29,837	33,761
Direct Costs					
Total Direct Costs	0	0	0	0	0
<b>TOTAL</b>	<b>42,842</b>	<b>100,149</b>	<b>63,598</b>	<b>29,837</b>	<b>33,761</b>

LTF MATCH 11.47%  
TOLL CREDIT MATCH 11.47%

814e Sustainable Communities  
Model

Budget Account	Adopted Budget 2012/13	Adopted Budget 2013/14	Annual Budget 2014/15	Prop. 84	LOCAL FUNDS
Salaries	0	3,147	3,083		
Benefits	0	1,305	1,407		
Overhead	0	2,449	2,506		
Total Staff Costs	0	6,901	6,996	4,444	2,552
Direct Costs					
Consultants		422,000	422,000	422,000	
Supplies/Printing		793	793	793	
Workshops		17,600	17,600	17,600	
Grant Specific Travel		765	765	765	
Grant Administration		7,019	0	0	0
Total Direct Costs	0	448,177	441,158	441,158	0
<b>TOTAL</b>	0	455,078	448,154	445,602	2,552
LTF MATCH 11.47%					
TOLL CREDIT MATCH 11.47%					



### OBJECTIVE

To promote coordination, cooperation and communication among the eight San Joaquin Valley Regional Planning Agencies, including the Fresno Council of Governments (Fresno COG), and other federal, state, and local governments, related to various regional planning processes.

### DISCUSSION

The following sections describe some of the activities related to valley-wide planning coordination.

#### **Coordination of the San Joaquin Valley Regional Policy Council**

The day-to-day coordination of the San Joaquin Valley Regional Policy Council is guided by the current Chair of the Executive Directors' Committee, which will be Ahron Hakimi from Kern COG. The Chair consults with the other Valley Executive Directors to develop the agendas for the Regional Policy Council, and is charged with circulating the agenda and attached materials to the Directors for them to forward to their individual Policy Council members. The Chair will be responsible for the minutes (action minutes) of the Policy Council and will also be charged with keeping all pertinent records concerning the Policy Council. However, it is the charge of each Executive Director to aid the Chair in fulfilling these tasks by providing appropriate documents and agenda materials in a timely manner. Regular meetings will likely be held in Fresno, with the exception of any special events, such as the annual meeting. In fall of 2014, Tulare County Association of Governments will be responsible for organizing and holding a Fall Policy Conference in Visalia with the eight Valley Regional Planning Agencies and the Valley Regional Policy Council to discuss current topics of interest, discuss the development of the annual Valley Legislative Platforms, and outline plans for the coming year.

#### **Coordination of Executive Directors' Committee**

Like the day-to-day coordination of the Policy Council, the Executive Directors' Committee will also be guided by the current Chair of the Executive Directors' Committee. The Chair will consult with the other Valley Executive Directors to develop the agendas for the Executive Directors' meetings, and is charged with circulating the agenda and attached materials. The Chair will be responsible to oversee the Valley Coordinator regarding the minutes (action minutes) and with keeping all pertinent records. However it is the charge of each Executive Director to aid the Chair in fulfilling these tasks by providing appropriate documents and agenda materials timely.

#### **Valley Legislative Affairs Committee**

The Valley Legislative Affairs Committee (VLAC) has been established at the staff level. They are responsible for tracking legislation and policy which would have a Valley impact, in particular with legislation affecting the duties and responsibilities of the Valley's Regional Planning Agencies and Metropolitan Planning Organizations. Not only do they track the bills, but they will also exchange pertinent information that may be crucial towards developing bill language and a support/oppose/amend position for each of the agencies. Where legislative positions appear to have a consensus building within the Valley, the Policy Council should be informed so they may make a unified statement. The intent is to increase the awareness at the state and federal level that the Valley is actively engaged in the process, and deserves being acknowledged as having a unified position. Too often, in looking at a bill analysis, the larger planning agencies will have been consulted and their positions will be posted. The San Joaquin Valley needs to weigh in on the legislative process in order to be more effective. This committee meets on a monthly basis and more often, during busy legislative times. The VLAC

has a Chair and Vice-Chair. The VLAC has developed a set of By-laws for their committee and has developed Legislative Platforms on an annual basis that includes the legislative priorities of the Valley MPO's and the Regional Policy Council for each calendar year. The Chair of the VLAC provides the COG Directors and the Regional Policy Council with ongoing reports throughout the legislative sessions.

### **San Joaquin Valley Goods Movement**

The San Joaquin Valley region is one of the four major international trade regions in California. In 2007, the San Joaquin Valley Regional Planning Agencies developed the *San Joaquin Valley Regional Goods Movement Action Plan*. The purpose of the plan was to provide a knowledge base for the understanding of freight and goods movement issues facing the San Joaquin Valley. The Plan also provided a platform for promoting strategies to improve overall movement of goods in the Valley and identifies goods movement projects to compete for some of the \$2.0 billion Proposition 1B Trade Corridor Improvement Funds.

In June of 2011, the San Joaquin Regional Planning Agencies developed the *Interregional Goods Movement Plan*, which included the development of decision making-making procedures to prioritize projects and identify institutional arrangements and funding. The main tasks associated with the plan related to the compilation of goods movement data, performance measures and evaluation; as well as identifying the community, environmental and economic impacts of goods movement. Continued efforts relating the implementation of this plan are on-going.

### **Coordination with the California Partnership for the San Joaquin Valley**

The Valley's Regional Planning Agencies sought and received a consortia board membership on the Governor appointed Partnership Board – Ted Smalley, Tulare Association of Government's Executive Director currently serves in this position. In addition all the Regional Planning Agencies participate in some of the 10 work groups of the Partnership. Staff participation is most notable in two main work groups: Air Quality and Sustainable Communities (combined from former Transportation and LUHA work groups). In particular, the Partnership's Strategic Action Plan points to the COG's Blueprint process in both its (former) Transportation and Land Use, Housing and Ag strategies. The Partnership facilitated the formation of a Housing Trust, which has in its membership an elected official from each of the Valley MPOs. The Partnership has provided seed grants to Valley entities, including a Model Farmland Conservation Study (Fresno COG) which was intended to develop a template that could be used throughout the Valley for the purposes of Farmland Conservation/Preservation. A High Capacity Multi Modal Corridor (City of Fresno) with accompanying land uses was also examined for its potential in at least four counties (Madera, Fresno, Tulare and Kings).

In addition there is increased interaction between the Partnership and the Regional Policy Council/Valley MPOs seen most recently in High Speed Rail, the Trade Corridor Improvement Fund, Air Quality 1B Funds, Smart Valley Places and other common goals that have fostered a better network of communication and subsequent action to occur. The Partnership has initiated a Valleywide Communication Plan which steps up the Partnership's presence at local Board and Council meetings in all eight counties. This association has already resulted in higher visibility at the state level, with Valley representatives being offered a "seat at the table" on more issues where previously we were overlooked or excluded from the policy discussions.

Fresno COG's legislative staff member attends monthly meetings with the Partnership's Legislative Advocacy team to discuss legislation and policies with our state representatives that are important to the San Joaquin Valley and further the goals of the Partnership.

## **Federal Transportation Act - MAP-21**

The current federal transportation act provides an unparalleled opportunity for the eight Valley Counties to explore funding potential within the new and updated federal act, aligned with a National Goods Movement Program. This would be jointly agreed upon strategy, and would be separate from individual County "High Priority" projects.

Currently the Regional Planning Agencies' Executive Directors are in regular and constant communication with Caltrans, the California Transportation Commission, CALCOG, DOT and our federal legislators to ensure the Valley is adequately accounted for in the 2012 Federal Transportation Act - MAP-21 and in the development of the next Federal Transportation Act.

## **Regional Transportation Plans**

The Valley's Regional Planning Agencies have jointly developed a common chapter for each agency's Regional Transportation Plan since the early 1990's, in response to the federal transportation act in effect at the time. In that chapter the issues that are valley-wide are highlighted and discussed. These issues generally include air quality, high speed rail, State Route 99 and the need for additional east-west corridors, Amtrak passenger service, the new requirements of SB 375 and any other common discussion items.

## **State Route 99 Coordination**

There has been active coordination and consultation with Caltrans (owner/operator of SR 99). Working with the Great Valley Center and Caltrans, a Business Plan and a Master Plan were developed for the SR 99 corridor running through the Valley. It was in major part due to that coordination that the recent Proposition 1B bond included a SR 99 earmark, the only transportation earmark in the bond placed before the voters. Those funds have been awarded to needed projects, but there is an additional \$5 billion plus in projects remaining to be funded. The next objective is to develop the necessary Corridor System Management Plans required by the state.

Fresno COG, along with staff from the other seven Regional Transportation Planning Agencies and Caltrans, have updated the original SR 99 Business Plan dated 2005. The new Business Plan finalized in 2009 includes an updated list of Valley projects on this important north/south trade corridor, a financial plan on how best to make these projects a reality, and highlights the successes since the original Business Plan. The Business Plan also includes discussion about the economic impacts of designating SR 99 as an interstate.

## **High Speed Rail**

Throughout the discussions that have taken place over the past couple of decades, the Valley Regional Planning Agencies have occasionally met jointly or in smaller groups with the various Commissions/Authority overseeing the High Speed Rail effort. Although positions have varied to some degree regarding the exact details of High Speed Rail, its routes and its placement of stations, the Regional Planning Agencies have cooperated on exchanging information and tracking our various positions.

At this time, there is no Valleywide consensus or agreement on a position for the advancement of High Speed Rail.

## **Intercity Rail**

Fresno COG is a member of the San Joaquin Joint Powers Authority (Authority) recently formed pursuant to AB 1779, permissive legislation which provides for the regional governance/management of the existing San

Joaquin intercity passenger rail service between Bakersfield- Fresno-Stockton-Sacramento-Oakland. AB 1779 follows the model of the Capitol Corridor Joint Powers Authority (CCJPA), formed in 1996 under the provisions of Senate Bill 457. In order to transfer responsibility of the San Joaquin intercity passenger rail service from Caltrans Division of Rail to the Authority, AB 1779 requires that the transfer result in administrative or operating cost reductions. In addition, AB 1779 prevents any existing sources of local or regional transit funding to be used to expand or maintain the San Joaquin intercity passenger rail service. With more efficient administration and stronger local/regional support, a regionally managed San Joaquin intercity passenger rail service should result in improved rail passenger service along the San Joaquin Corridor. Other potential benefits of regional authority administration of intercity passenger service include the ability to have a stronger voice in advocating for service improvements and expansions, local decision-making that is more responsive and adaptive to passenger issues, the ability to take better advantage of joint marketing and partnerships with local agencies, and more engagement by local communities to support the service.

With more efficient administration and stronger local/regional support, a regionally managed San Joaquin intercity passenger rail service can result in much higher frequencies of service, improved on-time performance, and increases in ridership and revenue - as experienced by the Capitol Corridor under the regional administration of the CCJPA. Increases in San Joaquin intercity passenger rail service and ridership will result in more jobs and improved air quality, and will help promote sustainable development.

## **Fall Policy Conference/Networking**

One of the greatest values to our coordinative efforts is the networking between staff at the various Regional Planning Agencies. The Executive Directors have encouraged this networking, recognizing that our enhanced communication poises all of us to have better information on activities going on at the state and federal level. Beyond that staff is able to learn from each other and increase their individual skills, adding value to each of our agencies. In addition, when too many meetings outside of the Valley are scheduled, such coordination (identifying who from the Valley might be in attendance) and subsequent communication allows a better coverage of important topics. The annual Fall Policy Conference also offers a productive opportunity for networking.

## **Video Conferencing**

The goal of this video teleconferencing project is to provide the Valley Regional Planning Agencies (RPAs) with the technological tools necessary to improve air quality by reducing vehicle trips and vehicle miles traveled (VMT). There are currently between 3 to 6 interagency meetings held every month; the number of these meetings is only expected to increase as the Valley RPAs collaborate on more and more interagency issues. The video teleconferencing project will eliminate the need for most, if not all, of these vehicle trips and reduce thousands of vehicle miles traveled per year. In addition, this project will provide access to the video conferencing equipment to other government, non-profit or other agencies to reduce VMT, as well as provide a forum for distance learning, interviews and professional conferences and seminars. It is estimated that over 100,000 vehicle miles traveled (VMT) have been saved this year through the ongoing use of VTC meeting in lieu of face to face meetings.

Since December 2009, eight cities in the County of Fresno have also adopted videoconferencing platforms to cut down on the number of meetings requiring vehicle travel.

## **Valley Air Quality Coordination**

Valley Air Quality Coordination has been established to ensure a coordinated and comprehensive approach to transportation and air quality planning among the eight San Joaquin Valley transportation planning agencies that are included in the San Joaquin Valley Air Basin, and the San Joaquin Valley Air Pollution Control District (SJVAPCD). The goal is to attain and subsequently maintain federal and state air quality standards.

Transportation and air quality planning historically have been undertaken through a continuous, cooperative and comprehensive process. The importance of the "three-C" approach has become even more significant given the broader and more complex framework of transportation and air quality planning in the San Joaquin Valley today.

Coordination among the eight Metropolitan Planning Organizations, the SJVAPCD, and other air quality and transportation agencies is proving to be a very effective process. This coordinated approach also includes such items as submission of vehicle miles traveled forecasts to the SJVAPCD to be used in developing emission budgets, updating existing plans, and developing attainment demonstration plans; the joint evaluation of transportation control measures (TCMs); working with local transit agencies and Caltrans to enhance transit services; and working with the SJVAPCD on any studies or projects that work to assure that reductions in criteria pollutants are achieved as well as continuing the ongoing public education programs.

The Valley Regional Planning Agencies' Directors have included funding in their individual budgets to continue the contract for a valley wide air quality coordinator, responsible to the Directors, to ensure that air quality conformity and related modeling within the Valley is accomplished on a consistent and timely basis. San Joaquin COG is the lead agency for the group on air quality, and is responsible for administering the air quality coordinator's contract.

Transportation conformity is required by the federal Clean Air Act and ensures that federal funding is given to transportation plans, programs and projects that are consistent with air quality goals. The Clean Air Act strengthened conformity requirements for transportation projects, necessitating a more enhanced level of technical analysis of plans, programs, and projects than had been required in the past. Conformity determinations must be conducted at least every four years, or as formal amendments are made to plans or projects. The federal transportation conformity rule requires interagency consultation on issues that would affect the conformity analysis, such as the underlying assumptions and methodologies used to prepare the analysis. Consultation is generally conducted through the San Joaquin Valley COG Director's Association-Interagency Consultation Group (IAC). The IAC has been established to provide a coordinated approach to Valley air quality, conformity and transportation modeling issues. Each of the eight Valley Metropolitan Planning Organizations included in the San Joaquin Valley Air Basin and the SJVAPCD are represented. In addition, the Federal Highway Administration, Federal Transit Administration, the United States Environmental Protection Agency, the California Air Resources Board and Caltrans are represented on the committee.

## **Valley Wide Model Improvements**

With the passage of AB 32 and SB 375 it has become increasingly important for the Valley Metropolitan Planning Organizations (MPOs) to continue coordination of Valleywide transportation modeling and air quality activities. In 2010, the Valley was awarded a \$2.5 million grant from the Strategic Growth Council for Valleywide model improvements to meet the requirements of AB 32 and SB 375. The Strategic Growth Council is charged with, among other things, making Proposition 84 funds available for data gathering and model development necessary to comply with SB 375. As a result, the valley RPAs used the grant money to update each of the MPO traffic models to be more sensitive to smart growth. An additional grant subsequently awarded has provided additional funding for data development and revalidation of the MPO models. The new data sources will facilitate numerous model improvements, e.g.: better interregional travel estimates and forecasts, better trip

distribution, gateway station and friction factor estimates; and improved volume-capacity and speed flow relationships.

## **Regional Energy Planning**

The eight valley RPAs have led a regional planning effort dating back to 2010 regarding the economic development opportunities of energy that exists in the San Joaquin Valley. The Valley is poised to capture jobs and industry investments, and potentially become a net energy producer and exporter if investment strategies are implemented accordingly and regional assets are appropriately aligned.

As we understand, no thorough understanding of the region's energy economy currently exists; particularly not a comprehensive understanding of the energy economy in relation to statewide and regional investment, policy, and programs in business attraction and development, innovation, taxation, education and training, transportation, housing, land-use, environmental remediation and permitting, or the many other areas that can and will influence energy.

In FY 2010/11, the RPAs presented this concept, along with the National Association of Regional Councils (NARC), to the Regional Policy Council and were directed to continued discussions of the topic. A Valleywide working group was assembled consisting of the San Joaquin Valley Clean Energy Organization, Economic Development Corporations, Pacific Gas & Electric (PG&E), Southern California Edison, Cal State Bakersfield, UC Merced, and others. A draft planning document, the SJV Regional Energy and Economic Development Roadmap, was developed in February 2012 and serves as a guiding policy document for valley-wide regional energy planning activities.

## **PRODUCTS**

1. Regularly scheduled Regional Policy Council and Executive Directors' Committee meetings.
2. Regularly scheduled Valley Legislative Affairs Committee meetings.
3. San Joaquin Valley Legislative Platform and advocacy trips to Sacramento and Washington D.C.
4. Continued participation in the California Partnership for the San Joaquin Valley.
5. SJV Blueprint Coordination
  - Goals, Objectives and Performance Measures based upon Values and Vision
  - Evaluation of alternative "what if" growth scenarios in each county.
  - Values and Vision – gathered from community input
    - a. Selection of preferred county level scenarios for Valleywide analysis.
    - b. Evaluation of four Valleywide alternative scenarios
    - c. Adoption of Smart Growth Principles and Preferred Growth Scenario for Valley
  - Developed Blueprint Roadmap to memorialize the Blueprint planning process, suggest strategies for implementation and provide a toolkit to assist planners with integrating the Blueprint Smart Growth Principles into local planning processes.
6. Developed relevant information and documentation for federal transportation legislation reauthorization.
7. Regional Transportation Plan (RTP) valley-wide chapter.
8. Coordination on policies related to regional transportation needs, including SR 99 and High Speed Rail.
9. Development of a valley-wide video teleconference system.
10. Coordination on goods movement activities, including efforts related to Proposition 1B funding.
11. Assist with ongoing air quality efforts in the San Joaquin Valley; development of State Implementation Plans (SIPs), SJVAPCD rule development process, and Conformity Determinations.
12. Assist the SJVAPCD in developing new motor vehicle emission budgets for State Implementation Plans (SIPs).

13. Completed the Reasonably Available Control Measure (RACM) Process as needed for State Implementation Plans (SIPs)
14. Coordination on efforts with the SJVAPCD to ensure a comprehensive and cooperative approach to air quality transportation planning.
15. Participation with other Valley TPAs in the San Joaquin Valley MPO Director's Association-Interagency Consultation Group (IAC) to address pertinent transportation modeling, air quality modeling, and transportation conformity analysis issues.
16. Comments on proposed air quality plans, rules, regulations and new standards.
17. Monitoring of AB 32 and SB 375 requirements for a reduction of Greenhouse Gases can reasonably be moved forward for consideration and implementation

## TASKS

- 820.01 Coordinate Regional Policy Council and Executive Directors' Committee meetings, including tracking of minutes and other relevant records.
- 820.02 Participate in the Valley Legislative Affairs Committee (VLAC), including tracking of legislation, development of advocacy positions.
- 820.03 Participate in meetings of the California Partnership and continued completion of projects that received funding.
- 820.04 Participate in supporting development of Fall Policy Conference with Valley RTPAs and Regional Policy Council.
- 820.05 Continue to work with Valley RPAs to ensure Valley's recognition in MAP-21
- 820.06 Develop a valley-wide chapter for the Regional Transportation Plans.
- 820.07 Continue to work with Caltrans and other RPAs on issues related to plans, projects, and other needs associated with SR 99.
- 820.08 Participate in meetings related to High Speed Rail and Intercity Rail.
- 820.09 Promote use of videoconference systems to reduce trips and vehicle miles traveled related to valley-wide meetings.
- 820.10 Continue to investigate alternative methods of coordination of valley-wide activities.
- 820.11 Ensure a coordinated and comprehensive approach to transportation and air quality planning among the eight San Joaquin Valley transportation planning agencies and the San Joaquin Valley Air Pollution Control District.
- 820.12 Conduct activities associated with the Valleywide energy planning.

820 Valley Coordination Activities															
Task Description	C O G	O T H R	% of Work	J U L	A U G	S E P	O C T	N O V	D E C	J A N	F E B	M A R	A P R	M A Y	J U N
820.01 Regional meetings	■	■	20	■	■	■	■	■	■	■	■	■	■	■	■
820.02 Legislative Advisory Comm.	■	■	10	■	■	■	■	■	■	■	■	■	■	■	■
820.03 CA Partnership	■	■	10	■	■	■	■	■	■	■	■	■	■	■	■
820.04 Fall Policy Conference	■	■	10	■	■	■	■	■	■	■	■	■	■	■	■
820.05 MAP-21 monitoring	■	■	5	■	■	■	■	■	■	■	■	■	■	■	■
820.06 RTP Valley-wide chapter	■	■	5	■	■	■	■	■	■	■	■	■	■	■	■
820.07 SR 99	■	■	5	■	■	■	■	■	■	■	■	■	■	■	■
820.08 High Speed/Intercity Rail	■	■	5	■	■	■	■	■	■	■	■	■	■	■	■
820.09 Videoconference	■	■	5	■	■	■	■	■	■	■	■	■	■	■	■
820.10 Coordination Support	■	■	5	■	■	■	■	■	■	■	■	■	■	■	■
820.11 Valley Air Quality Coordination	■	■	15	■	■	■	■	■	■	■	■	■	■	■	■
820.12 Valleywide Energy Planning	■	■	5	■	■	■	■	■	■	■	■	■	■	■	■

820 Valley RTPA Coordination

Budget Account	Adopted Budget 2012/13	Adopted Budget 2013/14	Annual Budget 2014/15	FTA 5303	FHWA PL	FHWA Carry Fwd	LOCAL FUNDS
Salaries	11,875	31,831	43,629				
Benefits	4,187	11,450	15,805				
Overhead	9,490	23,809	33,182				
Total Staff Costs	25,552	67,090	92,616	28,062	64,554		0
Direct Costs							
Consultants	303,760	100,000	110,000			22,864	87,136
Software Support & Maint							
Promotion/Outreach		5,000	5,000			4,427	573
Agency Pass Through	44,352	55,000	55,000			48,692	6,308
Grant Administration							
Total Direct Costs	348,112	160,000	170,000	0	0	75,983	94,017
<b>TOTAL</b>	<b>373,664</b>	<b>227,090</b>	<b>262,616</b>	<b>28,062</b>	<b>64,554</b>	<b>75,983</b>	<b>94,017</b>
LTF MATCH 11.47%						9,844	
TOLL CREDIT MATCH 11.47%				3,219	7,404		

Consultants	
Valley Wide MPO Coordinator	110,000
Total	110,000

Agency Pass Through	
Air Quality Liaison - San Joaquin COG	55,000
Total	55,000



### OBJECTIVE

To effectively administer the planning program and fiscal operations of Fresno COG.

### DISCUSSION

Fresno COG administrative functions include managing work activity of Fresno COG and participating member agency staff in performance of work activities identified in the Overall Work Program. This Work Element also includes fiscal management activities related to budget preparation, financial records maintenance and quarterly progress reporting. Legal and auditing services to Fresno COG are also identified under this Work Element.

### PREVIOUS WORK COMPLETED

Fresno COG administrative functions, including fiscal management activities, legal and auditing services

### PRODUCTS

1. Organized files on personnel management.
2. Current Administrative Manual.
3. Organized financial records.
4. Payroll and warrants.
5. Grant Applications.
6. Quarterly Reports/ Annual Report to Funding Agencies and COG Board.
7. Reimbursement Claims.
8. Formal Policies and Procedures Manual.
9. COG Board and Committee Orientation Package.
10. Monthly staff meetings.
11. Support to the COG Policy Board, the Policy Advisory Committee, and other advisory committees including agendas, minutes, physical arrangements, scheduling, support, and communications.

### TASKS

- 910.01 Program Management:
- a. Maintain Administrative Manual.
  - b. Maintain personnel files.
  - c. Meet and confer with staff regarding wages, benefits and working conditions.
  - d. Prepare grants and contracts.
  - e. Coordinate development and administration of OWP and Budget.
  - f. Insure program adherence to applicable federal and state regulations and directives to include Affirmative Action Plan and DBE objectives.
  - g. Monitor program delivery under the OWP.
  - h. Coordinate annual audits and response to audits.
  - i. Provide legal counsel when necessary.
  - j. Hold monthly internal staff meetings.

910.02 Fiscal Management and Reporting.

- a. Maintain Unified Accounting System.
- b. Prepare monthly progress reports and quarterly fiscal reports to be submitted to the COG Board for review and approval, and reimbursement claims.
- c. Prepare bi-weekly payroll and monthly warrants.

910 Fresno COG Administration															
Task Description	C O G	O T H R	% of Work	J U L	A U G	S E P	O C T	N O V	D E C	J A N	F E B	M A R	A P R	M A Y	J U N
910.01 Program Management	■		60	■	■	■	■	■	■	■	■	■	■	■	■
910.02 Fiscal Management/Reporting	■		40	■	■	■	■	■	■	■	■	■	■	■	■

910 COG Administration

Budget Account	Adopted Budget 2012/13	Adopted Budget 2013/14	Annual Budget 2014/15	LOCAL FUNDS
Salaries	50,317	18,152	15,903	
Benefits	17,742	6,670	6,023	
Overhead	40,209	13,474	12,116	
Total Staff Costs	108,268	38,296	34,042	34,042
Direct Costs				
Grant Specific Travel		5,000	5,000	5,000
Membership/Dues	17,021	17,500	17,500	17,500
Board Remuneration	17,800	19,200	19,200	19,200
Temporary Help		4,000	4,000	4,000
Other Misc Expense	5,335	5,000	5,000	5,000
Equipment	4,611	25,000	25,000	25,000
Total Direct Costs	44,767	75,700	75,700	75,700
<b>TOTAL</b>	153,035	113,996	109,742	109,742
LTF MATCH 11.47%				
TOLL CREDIT MATCH 11.47%				

Membership/Dues	
NAARC	7,500
CALCOG	10,000
Total	17,500
Equipment	
Computers	15,000
Office Equipment	10,000
Total	25,000

# 911 Overall Work Program & Budget Development

911

## OBJECTIVE

To develop an Overall Work Program (OWP) and Budget consistent with federal and state funding priorities and local agency needs.

## DISCUSSION

The OWP is prepared by Fresno COG staff in cooperation with participating local agency staff. The OWP reflects federal/state funding priorities as well as local agency needs. It is reviewed by the Intermodal Planning Group and serves to document planning activities of Fresno COG. The OWP also includes the annual program budget and Fresno COG line item budget.

## PREVIOUS WORK COMPLETED

May 2013

- Final FY 2013-14 OWP was approved by FHWA June 2013.
- Amendment # 1 to FY 2013-14 OWP was approved on June 27, 2013.
- Amendment #2 to FY 2013-14 OWP was approved September 26, 2013
- Amendment # 3 to FY 2013-14 OWP – approved November 21, 2013

## PRODUCTS

1. Drafted 2014/15 Fresno COG Overall Work Program and Budget

## TASKS

- 911.01 Review IPG and state OWP guidelines.
- 911.02 Conduct public outreach pursuant to current Fresno COG Public Participation Plan.
- 911.03 Identify local project needs.
- 911.04 Adopt OWP following local agency, IPG and state review.
- 911.05 Process OWP amendments as necessary.
- 911.06 Continually monitor fiscal resources, and maintain sufficient reserves to insure provision of stable services on a year to year basis.
- 911.07 Construct OWP around ongoing revenue sources, with use of carryover funding and discretionary grants for one time projects only.

911 Overall Work Program And Budget															
Task Description	COG	OTHR	% of Work	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
911.01 Review OWP guidelines	■		10			■	■	■							
911.02 Public Outreach	■		20				■	■	■	■	■				
911.03 Identify local project needs	■		40				■	■	■	■	■				
911.04 Adopt OWP	■		5												■
911.05 Process amendments	■		15	■	■	■	■	■	■	■	■	■	■	■	■
911.06 Monitor fiscal resources	■		5	■	■	■	■	■	■	■	■	■	■	■	■
911.07 Maximize OWP funding	■		5	■	■	■	■	■	■	■	■	■	■	■	■

911 Overall Work Program

Budget Account	Adopted Budget 2012/13	Adopted Budget 2013/14	Annual Budget 2014/15	LOCAL FUNDS
Salaries	18,030	15,923	9,829	
Benefits	6,358	5,637	3,717	
Overhead	14,409	11,860	7,563	
Total Staff Costs	38,797	33,420	21,109	21,109
Direct Costs				
Total Direct Costs	0	0	0	0
<b>TOTAL</b>	38,797	33,420	21,109	21,109
LTF MATCH 11.47%				
TOLL CREDIT MATCH 11.47%				

## OBJECTIVE

To administer the Local Transportation Fund and State Transit Assistance Fund in accordance with the California Transportation Development Act (TDA).

## DISCUSSION

Fresno COG, as the Regional Transportation Planning Agency, is responsible for administering both the Local Transportation Fund (LTF) and State Transit Assistance Fund (STA) in Fresno County. These funds, based on a portion of the state sales tax, are generally available to local agencies for bicycle and pedestrian facilities, public transportation, social service transportation, and streets and roads projects. Fresno COG's responsibility is to ensure the funds are apportioned, allocated and expended in accordance with current statutory and administrative code requirements. To facilitate the process, staff assists in claim preparation, monitors related legislative activity, and monitors expenditures via audits.

## PRODUCTS

1. Records of LTF and STA apportionments, claim approvals, and allocations. (Continuous)
2. Monthly legislative reports. (Monthly)
3. Fiscal and triennial performance audits.
4. Social Service Transportation Advisory Council Meeting/Public Hearing (re: WE 120)
5. Unmet Transit Needs - Staff Report (re: WE 120)

## TASKS

- 912.01 Ensure apportionment, unmet transit need hearings and findings, audits, and other regional transportation planning agency responsibilities are fulfilled.
- 912.02 Monitor related legislative activity.
- 912.03 Assist in claim preparation with local agencies.
- 912.04 Review claims for conformance with applicable TDA law, the Regional Transportation Plan, and Short Range Transit Plans
- 912.05 Maintain appropriate financial activity records.
- 912.06 Conduct Social Service Transportation Advisory Council meetings/public hearing (re: WE 120).
- 912.07 Update Unmet Transit Needs staff report and conduct public hearing (re: WE 120)
- 912.08 Contract for appropriate fiscal and triennial performance audits.

912 Local Transportation Funds Administration															
Task Description	C O G	O T H R	% of Work	J U L	A U G	S E P	O C T	N O V	D E C	J A N	F E B	M A R	A P R	M A Y	J U N
912.01 Comply with RTPA Require.	■		5	■	■	■	■	■	■	■	■	■	■	■	■
912.02 Monitor legislative activity	■		10	■	■	■	■	■	■	■	■	■	■	■	■
912.03 Assist in claims prep.	■		5	■	■	■	■	■	■	■	■	■	■	■	■
912.04 Review TDA claims	■		10	■	■	■	■	■	■	■	■	■	■	■	■
912.05 Maintain financial records	■	■	50	■	■	■	■	■	■	■	■	■	■	■	■
912.06 SSTAC meetings & hearings	■		1												■
912.07 Update Unmet Trans. Needs	■		1												■
912.08 Fiscal and performance Audits	■	■	18	■	■	■	■	■	■	■	■	■	■	■	■

912 Transportation Funds Admin.

Budget Account	Adopted Budget 2012/13	Adopted Budget 2013/14	Annual Budget 2014/15	LOCAL FUNDS
Salaries	33,882	33,665	36,043	
Benefits	11,947	12,320	13,353	
Overhead	27,076	25,296	27,578	
Total Staff Costs	72,905	71,281	76,974	76,974
Direct Costs				
County Counsel	5,034	21,000	21,000	21,000
Program Audits	46,970	30,000	30,000	30,000
County Counsel/Auditor Controller	5,969	8,000	8,000	8,000
Total Direct Costs	57,973	59,000	59,000	59,000
<b>TOTAL</b>	<b>130,878</b>	<b>130,281</b>	<b>135,974</b>	<b>135,974</b>
LTF MATCH 11.47%				
TOLL CREDIT MATCH 11.47%				

## OBJECTIVE

To provide under contract, administrative and fiscal management services for the Fresno County Rural Transit Agency (FCRTA).

## DISCUSSION

The FCRTA was formed, thirty-five (35) years ago in 1979 as a Joint Powers Agency, responsible for rural transit operations. Its membership is composed of Fresno County and thirteen (13) rural incorporated cities. By the mutual agreement of its members, the FCRTA is administered by its designated General Manager. An annual fiscal year contract providing for such administrative, fiscal and support services has been, and may continue to be, executed between FCRTA and Fresno COG. This Fiscal Year, the Agency will be led by its second (2<sup>nd</sup>) General Manager, an Operations Manager, Transit Planner, and a Finance Manager.

## PRODUCTS

1. FCRTA resolutions related to transit operations.
2. Organized files and correspondence.
3. Contractual agreements between FCRTA, rural incorporated cities, nonprofit corporations, and other transit providers, other municipalities
4. Annual Budget.
5. Accounting records, financial statements, and annual audit reports.

## TASKS

- 920.01 Participate with Fresno COG in the rural public transportation planning process.
- 920.02 Participate with Fresno COG in monitoring and evaluating rural transit systems.
- 920.03 Participate with Fresno COG in the Social Service Transportation Planning process, as the co-designated (with Fresno Economic Opportunities Commission) Consolidated Transportation Service Agency (CTSA) for Rural Fresno County.
- 920.04 Coordinate with: Caltrans; Fresno County and each rural incorporated city; further the implementation of the updated Regional Transportation Plan and Rural Short-Range Transit Plan for the Rural Area of Fresno County; Measure C Expenditure Plan; and monitor CalVans regarding their continued implementation of Commuter Vanpools and Farm Labor Vanpools originating in rural areas of Fresno County.
- 920.05 Prepare and administer grants in conjunction with transit service implementation.
- 920.06 Prepare, Adopt, and amend the Annual Budget.
- 920.07 Negotiate and execute service agreements with rural cities, non-profit corporations, and other municipalities.
- 920.08 Act as broker for the fleet of public transportation vehicles.
- 920.09 Maintain DBE/MBE/WBE/DVBE files.
- 920.10 Acquire fixed assets.
- 920.11 Coordinate with Regional Rideshare Program.
- 920.12 Comply with state/federal air quality requirements.
- 920.13 Respond to the Americans with Disabilities Act, FTA Drug and Alcohol Substance Abuse, and FTA Safety and Security reporting requirements
- 920.14 Maintain records of financial transactions

- 920.15 Issue warrants for payment of service.
- 920.16 Comply with audit requirements pursuant to the Transportation Development Act
- 920.17 Attend meetings as required.

920 FCRTA ADMINISTRATION															
Task Description	C O G	O T H R	% of Work	J U L	A U G	S E P	O C T	N O V	D E C	J A N	F E B	M A R	A P R	M A Y	J U N
920.01 Participate in planning process		■	5	■	■	■	■	■	■	■	■	■	■	■	■
920.02 Monitor rural transit systems		■	10	■	■	■	■	■	■	■	■	■	■	■	■
920.03 Participate in CTSA process		■	5	■	■	■	■	■	■	■	■	■	■	■	■
920.04 Update SRTP		■	5	■	■	■						■	■	■	■
920.05 Prepare & administer grants		■	5	■	■	■						■	■	■	■
920.06 Prepare annual budget		■	10								■	■	■	■	■
920.07 Negotiate service contracts		■	5										■	■	■
920.08 Broker fleet transit services		■	5	■	■	■	■	■	■	■	■	■	■	■	■
920.09 Maintain DBE Files		■	2	■	■	■	■	■	■	■	■	■	■	■	■
920.10 Acquire fixed assets		■	8	■	■	■	■	■	■	■	■	■	■	■	■
920.11 Coordinate with rideshare		■	2	■	■	■	■	■	■	■	■	■	■	■	■
920.12 Air quality compliance		■	3	■	■	■									
920.13 ADA, drug & alcohol, & safety & security response		■	3	■	■	■	■	■	■	■	■	■	■	■	■
920.14 Maintain finance records	■		15	■	■	■	■	■	■	■	■	■	■	■	■
920.15 Issue warrants	■		2	■	■	■	■	■	■	■	■	■	■	■	■
920.16 Comply with TDA audit	■	■	5	■	■	■	■	■	■	■	■	■	■	■	■
920.17 Attend required meetings	■	■	10	■	■	■	■	■	■	■	■	■	■	■	■

920 FCRTA Administration

Budget Account	Adopted Budget 2012/13	Adopted Budget 2013/14	Annual Budget 2014/15	LOCAL FUNDS
Salaries	293,302	290,857	318,648	
Benefits	103,420	102,214	112,387	
Overhead	4,988	3,533	3,672	
Total Staff Costs	401,710	396,604	434,707	434,707
Direct Costs				
Total Direct Costs	0	0	0	0
<b>TOTAL</b>	401,710	396,604	434,707	434,707
LTF MATCH 11.47%				
TOLL CREDIT MATCH 11.47%				



# 930 Fresno County Transportation Authority Administration

930

## OBJECTIVE

To provide personnel support services to the Fresno County Transportation Authority.

## DISCUSSION

In November, 1986 the voters of Fresno County approved Measure C, a 1/2% sales tax increase for transportation purposes. This tax was scheduled to expire on July 1, 2007, however, by virtue of a regional consensus oriented process, the voters of Fresno County chose to reauthorize or extend the 1/2 cent sales tax in November 2006. The reauthorized sales tax is anticipated to raise approximately \$1.7 billion in revenue for transportation purposes. The Fresno County Transportation Authority is responsible for administration and implementation of the sales tax revenue. The Authority and Fresno COG have executed a contract to have Fresno COG provide salary and personnel administration.

## TASKS

1. Provide personnel services to the Authority.

### 930 Authority Administration

Budget Account	Adopted Budget 2012/13	Adopted Budget 2013/14	Annual Budget 2014/15	LOCAL FUNDS
Salaries	1,215	1,168	1,193	
Benefits	429	438	452	
Overhead	972	994	955	
Total Staff Costs	2,616	2,600	2,600	2,600
Direct Costs				
Total Direct Costs	0	0	0	0
<b>TOTAL</b>	<b>2,616</b>	<b>2,600</b>	<b>2,600</b>	<b>2,600</b>

LTF MATCH 11.47%  
TOLL CREDIT MATCH 11.47%



### OBJECTIVE

To continue the Freeway Service Patrol, in cooperation with Caltrans and the California Highway Patrol, in an effort to remove minor incidents rapidly, thereby reducing congestion, secondary accidents, and vehicle emissions.

### DISCUSSION

The Fresno County Freeway Service Patrol (FSP) provides free assistance, including changing flat tires, refilling radiators, taping leaking hoses, providing one gallon of fuel, and removing stalled vehicles from the freeway, to morning and evening peak-hour commuters. The program currently operates along approximately 21.4 miles of SR 41, SR-99, SR-168 and SR-180 in the City of Fresno. Program operation began on September 1, 1993 with the twenty-first year of operation ending on June 30, 2014. The twenty-second year of program operation is from July 1, 2014 to June 30, 2015.

Beginning with the sixth year of the FSP program, the Fresno COG has been responsible for administering the tow contract for the Fresno area FSP. The current three-year contract expires June 30, 2014.

Beginning with the seventh year, the FSP Program was expanded to include additional segments of the metropolitan freeway system, including SR-99 between Ashlan and Jensen Avenues and SR 180 between SR-99 and SR-41. The FSP Program was further expanded during Fiscal Year 2002-2003 to include SR-180 between SR-41 and SR-168 and SR-168 between SR-180 and Ashlan Avenue. However, in order to improve its benefit/cost ratio, the geographic extent of Fresno's FSP Program was reduced and the hours of operation were adjusted slightly beginning in Fiscal Year 2005-06. From Monday through Friday, except for holidays, the three FSP beats operate from 7:00 to 9:00 a.m. and from 3:30 to 6:00 p.m. Effective July 1, 2013, the FSP operated a fourth beat in the vicinity of the braided ramp project along SR- 180 between SR-41 and SR-168. This additional service was necessary because of the traffic impacts associated with the construction project, including congestion and vehicular accidents.

Work Element 940 provides the necessary Fresno COG financial contribution and staff resources to achieve the activities and objectives of the Freeway Service Patrol. A 25 percent local match contribution is required of the COG by state law in order to continue with the FSP program. The source of this local match contribution is Transportation Development Act funds.

### PREVIOUS WORK COMPLETED

1. Joint development of the Fresno County Freeway Service Patrol Memorandum of Understanding among Caltrans, Fresno COG and the California Highway Patrol, and subsequent amendment to the MOU shifting responsibility for tow contract development and administration from Caltrans to the Fresno COG.
2. Joint development of the Fresno County Freeway Service Patrol Cooperative Agreement between Caltrans and the Fresno COG and subsequent annual amendments to the Agreement through Fiscal Year 1997-98.
3. Joint development of Program Supplement Agreements and Fund Transfer Agreements between Caltrans and the Fresno COG for the Fiscal Year 1998-99 through Fiscal Year 2012-13 Freeway Service Patrol.
4. An application to the San Joaquin Valley Air Pollution Control District (SJVAPCD), through its REMOVE program, for a \$12,900 grant to fund 50 percent of the required local match for fiscal year 1995-96 FSP program operation.
5. Continuous operation of the Freeway Service Patrol since September 1, 1993.
6. Comprehensive evaluations and subsequent Policy Board approvals of FSP Program expansion and contraction beginning in Fiscal Year 1999-00 for the first expansion, in Fiscal Year 2002-03 for the second

expansion, in Fiscal Year 2005-06 for the contraction, and in Fiscal Year 2013-14 for the temporary third expansion due to the traffic impacts associated with the braided ramps construction project.

7. Preparation, submittal and approval of applications for federal transportation funds for the additional local match required for the earlier expanded FSP Program.
8. Development and advertisement of a Request for Proposals for towing services for the FSP Program and subsequent award of an FSP contract for the fiscal year periods 1999-00 through 2001-02, 2002-03 through 2004-05, 2005-06 through 2007-08, 2008-09 through 2010-11, 2011-12 through 2013-14, and 2014-15 through 2016-17 .
9. Contributions, including program cost, local match, and incident information, to Caltrans and the consulting firm DKS Associates for the preparation of the statewide FSP Annual Report, most recently for Fiscal Year 2012-13.

## PRODUCTS

1. Administration of the FSP Tow contract and operation of the Program during Fiscal Year 2014-15.
2. Report, prepared with Caltrans and the CHP, evaluating the performance, effectiveness and potential expansion or contraction of the FSP.

## TASKS

- 940.01 Coordinate with Caltrans the preparation and execution of a Fund Transfer Agreement for the Freeway Service Patrol for Fiscal Year 2014-15.
- 940.02 Participate with Caltrans and the CHP in monitoring, evaluating, and promoting the FSP.
- 940.03 Administer the FSP Tow contract for Fiscal Year 2014-15.
- 940.04 Monitor and participate as a member of the Statewide Motorist Aid Committee (formerly the FSP Statewide Oversight Committee) and appropriate subcommittees.

940 Freeway Service Patrol																
Task Description	C O G	O T H R	% of Work	J U L	A U G	S E P	O C T	N O V	D E C	J A N	F E B	M A R	A P R	M A Y	J U N	
940.01 Execute FTA	■		05											■	■	■
940.02 Monitor/Eval/Promote FSP	■		40	■	■	■	■	■	■	■	■	■	■	■	■	■
940.03 Administer FSP Contract	■		40	■	■	■	■	■	■	■	■	■	■	■	■	■
940.04 Statewide Motorist Aid Com.	■		15				■									

### 940 Freeway Service Patrol

Actual Cost	Adopted Budget 2012/13	Adopted Budget 2013/14	Annual Budget 2014/15	State FSP	LOCAL FUNDS
Salaries	1,622	3,095	3,176		
Benefits	572	755	785		
Overhead	1,297	2,118	2,212		
Total Staff Costs	3,491	5,968	6,173	3,186	2,987
Direct Costs					
Supplies/Printing	1,855	3,600	3,600	2,880	720
Freeway Service Patrol	292,536	383,830	383,830	307,064	76,766
Equipment	1,330	3,000	3,000	2,400	600
Total Direct Costs	295,721	390,430	390,430	312,344	78,086
<b>TOTAL</b>	<b>299,212</b>	<b>396,398</b>	<b>396,603</b>	<b>315,530</b>	<b>81,073</b>
LTF MATCH 11.47%					
TOLL CREDIT MATCH 11.47%					

### OBJECTIVE

To administer the activities and duties of the Fresno County Abandoned Vehicle Abatement (AVA) Service Authority.

### DISCUSSION

Extension of the AVA Program for an additional ten years beyond its current sunset date of June 30, 2014 requires approval by a 2/3 majority of the voting electorate at the June 3, 2014 primary election. If the election is successful, fiscal year 2014-15 will be the eleventh year operation of the Abandoned Vehicle Abatement Program in Fresno County. If the election is not successful, a period of time at the beginning of the fiscal year will be needed to fully expend any remaining AVA revenues. The Fresno Council of Governments is 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 vehicle registration fee to be used exclusively for the purpose of abandoned vehicle abatement within Fresno County

### PREVIOUS WORK COMPLETED

1. Development of a Resolution to establish a Service Authority for Abandoned Vehicle Abatement pursuant to Section 22710 of the California Vehicle Code, and the subsequent adoption of the Resolution by each of the Fresno Council of Governments' 16 member agencies.
2. Development of a Fresno County Abandoned Vehicle Abatement Service Authority Plan, and the subsequent adoption of the Plan by each of the Fresno Council of Governments' 16 member agencies.
3. Development of a Joint Powers Agreement to establish membership, voting rights, powers and duties, meetings, staff and other responsibilities, functions and duties of the Service Authority and its Board of Directors, and the subsequent adoption of the Agreement by each of the Fresno Council of Governments' 16 member agencies.
4. Preparation and compilation of the material noted in items 1 through 3 above along with the abandoned vehicle abatement ordinances of each of the Fresno Council of Governments' 16 member agencies for submittal to the California Highway Patrol. CHP advised the Office of the State Controller by letter dated October 15, 2003, that they had reviewed the plan and, in accordance with California Vehicle Code Section 22710, determined that the plan complied with established CHP guidelines.
5. Preparation and adoption by the Fresno Council of Governments on January 29, 2004, of a resolution establishing the Fresno Council of Governments' Policy Board as the AVA Service Authority Board of Directors.
6. Establishment of reporting forms and procedures for AVA cost accounting and recovery.
7. Conducted workshops (typically semi-annually) with representatives of AVA Service Authority member agencies (AVA Working Group) concerning quarterly reporting requirements, recordkeeping, eligible expenses for reimbursement, local experiences, best practices and other items related to the Fresno County Abandoned Vehicle Abatement Program.
8. Unanimous approval by the cities in Fresno County and the Fresno County Board of Supervisors to place the ten-year extension of the AVA Program on the March 3, 2014 primary ballot.

## PRODUCTS

1. AVA staff reports in conjunction with quarterly summary status reports provided to the Policy Advisory Committee and AVA Service Authority Board of Directors, memoranda, letters, notes, and other products.
2. Semi-annual meetings of the AVA Service Authority.
3. Review AVA Quarterly Reports and disperse payments to jurisdictions.
4. Prepare and submit annual report to Office of State Controller.
5. Update AVA Plan as necessary.

## TASKS

- 950.01 Administer AVA Program.
- 950.02 Prepare agenda materials and conduct meetings of the AVA Working Group and the Fresno County AVA Service Authority.
- 950.03 Review AVA quarterly reports and claims and disburse funds to claimants.

950 Abandoned Vehicle Abatement Program															
Task Description	C O G	O T H R	% of Work	J U L	A U G	S E P	O C T	N O V	D E C	J A N	F E B	M A R	A P R	M A Y	J U N
950.01 Administer Program	■		20	■	■	■	■	■	■	■	■	■	■	■	■
950.02 Agendas and Meetings	■		60					■			■				■
950.03 Disburse Funds	■		20	■			■			■				■	

### 950 Vehicle Abatement

Budget Account	Adopted Budget 2012/13	Adopted Budget 2013/14	Annual Budget 2014/15	LOCAL FUNDS
Salaries	7,937	5,932	5,241	
Benefits	2,799	1,446	1,295	
Overhead	6,343	4,059	3,649	
<b>Total Staff Costs</b>	<b>17,079</b>	<b>11,437</b>	<b>10,185</b>	<b>10,185</b>
Direct Costs				
Supplies/Printing	0			
<b>Total Direct Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL</b>	<b>17,079</b>	<b>11,437</b>	<b>10,185</b>	<b>10,185</b>
LTF MATCH 11.47%				
TOLL CREDIT MATCH 11.47%				