

April 30, 2018

Memorandum

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

FROM: Tony Boren, Executive Director
Robert Phipps, Deputy Director
Les Beshears, Finance Director

SUBJECT: Fiscal Year 2018-19 Overall Work Program Recommendations:

Staff recommends accept, for review, the FY 2018-19 Overall Work Program, totaling \$19,016,134.

Summary:

The fiscal year (FY) 2018-19 Overall Work Program (OWP), totaling \$19,016,134, is submitted for adoption. The proposed budget decreased \$3,340,290 from last year. Operational revenues remain intact, reserves are adequate and the agency continues to operate under prudent management.

The final 2018-19 Overall Work Program (OWP) has increased \$14,937 since the draft was released in February, reflecting restructuring in FCRTA staffing levels. In addition, at Caltrans' direction, Work Element 140, Sustainable Communities Planning, was divided into two separate work elements (WE 140 and 142), so that the funding is identifiable by fiscal year.

Overall, the proposed FY 2018-19 budget total reflects a 15 percent decrease from the approved FY 2017-18 budget. This decrease is a net number spread over a large variety of programs discussed below; however, one significant factor affecting this reduction is that it contains fully funded multi-year projects, and as these "one-time" funds are spent they are not reflected in subsequent years' budgets. Generally, operating expenses are not affected this way.

Federal revenues decreased 1 percent (\$45,000). FTA 5304 decreased \$290,000, reflecting progress on the Long-Range Sustainable Transit Plan and the Business Commute Options projects. Projects funded by FTA's Section 5310 Enhanced Mobility of Seniors & Individuals with Disabilities program increased \$825,000; however, FTA Section 5316 & FTA Section 5317 reduced by \$204,000. Federal Aviation funds decreased \$198,000, given the Airport Land Use Plan will be completed. The balance of Federal planning funds decreased \$158,000.

State revenues increased 1 percent (\$13,000). Increases for the second round of SB1 Planning funds of \$407,000 were largely offset by completion of the ATP Master Plan and decreases in STIP planning funds associated with the deficit from the 2016 STIP.

Local revenues decreased 22 percent (\$3,308,000), largely attributable to progress on the Golden State corridor project's design phase, funded by Local Measure C revenues.

Staffing & Benefits:

There are no new Fresno COG planning positions included in this year's proposed budget. FCRTA added a new planning position in 2017/18, which is reflected in this budget. Contingencies are carried for merit-based salary increases and anticipated health insurance increases. The overall proposed budget for salaries increased by 7 percent and benefits by 3 percent.

Expense Account Format:

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

Overhead Accounts:

Overhead accounts are fairly stable and increased by 2 percent (\$8,000 total). Various minor adjustments were made to: telephone, Insurance, postage printing, supplies, subscriptions, computer, copier lease, audits and building maintenance.

Direct Cost Expenses:

Consulting

The overall consulting budget is \$3.1 million, a decrease of \$4 million corresponding to projects associated with revenue reductions discussed above regarding multi-year projects. New consulting projects are discussed below under the Work Element discussion.

Supplies & Printing

The proposed budget for program-specific printing costs remains the same at \$52,000.

Software Support and Maintenance

The software account increased \$33,000 to support Farm Worker Vanpool surveys and public participation.

Workshops

Workshops associated with the Regional Transportation Plan (RTP) update decreased \$12,000.

Promotion / Public Outreach

The Public Outreach budget decreased by \$40,000, also associated with the RTP.

Measure C Carpool Subsidy

The budget remains unchanged.

Prizes & Awards

The budget remains unchanged.

Measure C Commuter Vanpool Subsidy

The budget remains unchanged.

Measure C Senior Taxi Scrip

The budget remains unchanged.

Measure C Farm Worker Vanpool Subsidy

Staff is conducting a public outreach program to market the program to underserved areas. The budget for vanpool subsidies increased \$258,000.

Employee Education, Training, and Travel

The budget remains unchanged.

FTA Section 5316 Job Access and Reverse Commute (JARC)

A schedule of JARC projects is included in the work element. Completed projects have been removed. The account decreased \$88,000, reflecting completed projects.

FTA Section 5317 New Freedom (NF)

A schedule of New Freedom projects is included in the work element. Completed projects have been removed. The account decreased \$296,000, reflecting completed projects.

FTA Section 5310 (Transportation for Elderly Persons and Persons with Disabilities)

A schedule of Transportation for Elderly Persons and Persons with Disabilities projects is included in the work element. Completed projects are removed. New projects increased the budget \$838,000.

Translation Services

The budget remains unchanged.

County Counsel

The budget remains unchanged.

Program Audits

An additional \$45,000 is budgeted for the required Triennial Performance Audit.

County Auditor Controller

The budget is unchanged from last year.

Membership Dues

Dues for CALCOG are anticipated to increase \$3,500.

Board Remuneration

The budget remains unchanged at \$19,000. The account reflects the stipend paid for Policy Board Members to attend the monthly meeting and various board travel expenses associated with the agency.

Temporary Help

The budget remains unchanged.

Other Misc. Expenses

The budget remains unchanged.

Freeway Service Patrol

The budget remains unchanged.

Equipment

This account decreased \$23,000. The budget this year includes \$35,000 for Traffic Counting Equipment, \$15,000 for computers, \$10,000 for office equipment and \$3,000 for Freeway Service Patrol radio rental.

Agency Pass Through

This account decreased by \$261,000, reflecting progress on the Commute Options grant with Fresno State and UC Denver.

Grant Administration

This account is to carry a provision for grants that have multi-year line items for administration. The account decreased \$52,000.

New, Combined and Eliminated Work Elements:

New Work Elements

- (WE 142) Sustainable Planning Grants Cycle II
- (WE 143) Reverse Triangle
- (WE 171) Transportation Performance Management

Eliminated Work Elements

- (WE 331) Zero Net Energy Farms

(WE 812) Rural Transit Alternatives

The six primary components of the OWP are as follows:

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

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

I. Regional Transportation Planning

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

Work Element 110 Regional Streets and Highways Planning – This \$223,000 program carries over \$150,000 for a Blackstone\Shaw Corridor study and \$30,000 for the Mt. View/SR 99 Interchange study.

Work Element 111 Regional Transportation Modeling – This \$545,000 program continues the regional modeling effort.

Work Element 112 Regional Traffic Monitoring - This \$405,000 budget includes \$237,000 for Fresno County, Fresno and Clovis to provide traffic counts for the regional program and \$35,000 for traffic counting equipment to accommodate increased traffic counts required of the Congestion Management Plan.

Work Element 114 Intelligent Transportation Systems (ITS) – No major update to the ITS Plan is required; \$10,000 is budgeted for plan maintenance and continued coordination.

Work Element 115 Regional Transportation Mitigation Fee (RTMF) – This \$99,000 program provides for RTMF collection for the Fresno County Transportation Authority, with \$50,000 budgeted for on-call technical support.

Work Element 116 National Park Transit Service – This \$873,000 budget provides seasonal Public Transit Service to Yosemite.

Work Element 117 Golden State Corridor – Provides \$692,000 to complete the Golden State Corridor project's design phase. The project is anticipated to be ready to list early in 2019.

Work Element 120 Public Transportation – Primarily funded with the City of Fresno's FTA Section 5307 grant, this \$282,000 program coordinates activities among FTA and the four transit operators, including **Consolidated Transportation Services Agency (CTSA)** operations.

Work Element 121 FTA Section 5316, 5317, and 5310 – About \$2.6 million in FTA Section 5316 and Section 5317 and Section 5310 grant programs provide funds to eligible projects. The JARC/New Freedom program was discontinued under MAP-21; however, this work element tracks grant balances as the program is phased out. Staff administers the FTA Section 5310 program through this work element.

Work Element 123 Sustainable Communities Transit – FTA Section 5304 (planning) grant funding provides \$164,000 to develop a Long-Range Sustainable Communities Public Transportation Plan.

Work Element 124 Business Commute Maximization – An FTA Section 5304 (planning) grant provides \$231,000 for Fresno State and UC Denver to develop a Sustainable Communities Public Transportation Plan.

Work Element 140 Sustainable Community Grants Cycle I – This SB1 program provides \$160,000 for Sustainable Communities Planning for member agencies for 2017/18 Cycle I.

Work element 141 Pavement Management – This SB1 program provides \$300,000 for a regional pavement management software system.

Work Element 142 Sustainable Community Grants Cycle II – This SB1 program provides \$160,000 to member agencies for Sustainable Communities planning projects in 2018/19 Cycle II.

Work element 143 Reverse Triangle – This SB1 program provides \$300,000 to study the developing Commercial area southwest of the North Cedar Interchange on SR 99, known as the Reverse Triangle.

Work Element 150 Other Modal Elements – This \$100,000 program coordinates activities related to aviation, rail, bicycle and pedestrian facility planning, including \$50,000 for the County to undertake a Master Trails Plan.

Work Element 152 High Speed Rail – About \$62,000 is programmed for planning activities related to the downtown high-speed rail station and maintenance facility.

Work Element 153 Airport Land Use Commission – Approximately \$136,000 is programmed to support the Commission and complete an update to the Airport Land Use Plan.

Work Element 170 Regional Transportation Plan – The ongoing RTP process is budgeted at \$523,000. This includes \$100,000 for RTP implementation and \$50,000 for an RTP mapping tool.

Work Element 171 Transportation Performance Management – Transportation Performance management is a new federal emphasis area. Fresno COG budgeted \$84,000 to develop Performance Management criteria.

Work Element 172 Congestion Management Program – This \$90,000 budget is for maintenance of the Congestion Management Program that was completed last year.

Work Element 180 Air Quality - Air quality activities associated with air quality conformity is budgeted at \$259,000, including \$65,000 to San Joaquin COG for interagency coordination.

II. Transportation Program Development

Work Element 210 Measure "C" Extension - Approximately \$5,867,000 is programmed to implement Measure "C" activities and update the Capital Projects Strategic Plan, including \$5,544,000 for New Technologies grants to FCRTA for electric vehicles, and Fresno State for the Transportation Infrastructure program.

Work Element 211 Measure "C" Citizen Oversight Committee – About \$27,000 is programmed to support the committee.

Work Element 212 Measure "C" Carpool/Vanpool – The \$409,000 budget provides for carpool incentives and commuter vanpool subsidies.

Work Element 214 Measure "C" ADA/Seniors – This \$749,000 budget provides for the Senior Taxi Scrip program.

Work Element 215 Farmworker Vanpool – This \$719,000 program provides subsidies to agricultural workers for vanpool transportation, provided by Cal Vans.

Work Element 220 Transportation Program Development – Approximately \$362,000 is budgeted to coordinate and administer project applications related to modeling, air quality conformity, congestion management and financial constraint for millions of dollars in member agency projects that are programmed with federal aid and State funded grants through the web-based programming software, Fresno Trak.

III. Services and General Coordination

Work Element 310 Intergovernmental Coordination - \$124,000 is budgeted to coordinate with member agencies and other governmental units.

Work Element 311 Public Participation – \$202,000 is programmed to generate public involvement in Fresno COG's planning process.

Work Element 313 Environmental Justice - \$56,000 is programmed to provide environmental justice analysis for disadvantaged communities and stakeholder groups.

Work Element 320 Technical Assistance - \$271,000 is budgeted to assist member agencies in planning and project implementation, including a continuation of the Circuit Planner and Circuit Engineer programs, and \$50,000 for technical studies.

Work Element 340 Transportation Demand Management (TDM) – \$25,000 is programmed for TDM activities related to the Valleyrides ridesharing program.

Work Element 350 Fresno Regional Data Center - \$71,000 is programmed to maintain Census and population-related statistics vital to the planning process.

Work Element 360 One Voice Advocacy - \$130,000 is programmed for the “One Voice” trip to Washington D.C., as well as the “Valley Voice” trip to Sacramento and Washington D.C. Advocacy programs at both the local and regional levels are ineligible for state and federal participation and must be funded by local assessments.

IV. Regional Coordination of Transportation, Land Use & Housing

Work Element 411 Ag Mitigation for Transportation Projects - \$5,000 is programmed to continue the discussion of farmland mitigation.

Work Element 420 Regional Housing Needs - \$13,000 is budgeted to monitor Regional Housing Needs Allocation requirements.

V. Valleywide Coordinated Activities

Work Element 820 Valley RTPA Coordination - General activities associated with this \$233,000 budget include a \$115,000 consultant contract to coordinate the Valleywide planning effort and interagency coordination.

VI. Administrative Activities

Work Element 910 COG Administration - \$157,000 is programmed to cover non-federal/state general administration.

Work Element 911 Overall Work Program - \$39,000 is programmed to develop and monitor the Overall Work Program.

Work Element 912 Transportation Funds Admin - \$152,000 is programmed to administer the Transportation Development Act trust funds, distributing \$35 million in transportation funding to member agencies.

Work Element 920 – 930 Local Agency Administration - \$549,000 is budgeted to provide administrative support to the Fresno County Rural Transit Agency and Fresno County Transportation Authority.

Work Element 940 Freeway Service Patrol - The Freeway Service Patrol is continued for the 26th year of operation. \$450,000 is budgeted to provide assistance to motorists on the state highway system in Fresno.