

January 23, 2020

**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 2020-21 Overall Work Program Recommendations:**

Staff recommends accept, for review, the FY 2020-21 Overall Work Program, totaling \$21,495,727.

**Summary:**

The Fiscal Year (FY) 2020-21 Overall Work Program (OWP), totaling \$21,495,727, is submitted for adoption. The proposed budget increased \$1,374,586 from last year. Operational revenues remain intact, reserves are adequate, and the agency continues to operate within the bounds of prudent management.

City of Clovis

The increase is a net number spread over a large variety of programs discussed below; however, a significant factor affecting this increase is simply that the budget contains fully funded multi-year projects and as these 'one-time' funds are spent they are not reflected in subsequent year's budgets. Generally, operating expenses are not affected this way.

City of Coalinga

City of Firebaugh

City of Fowler

City of Fresno

City of Huron

City of Kerman

City of Kingsburg

City of Mendota

City of Orange Cove

Federal revenues decreased 19% (\$1,137,460). FTA 5304 decreased \$269,372 reflecting progress on the Better Blackstone Challenge. Projects funded by FTA Section 5310 Enhanced Mobility of Seniors & Individuals with Disabilities program decreased \$494,705 reflecting programmed bus procurements for transit agencies while FTA Section 5316 & FTA Section 5317 went down \$156,281 as grants funded by the discontinued JARC and New Freedom program are closed out. Federal planning funds decreased \$349,461 as carry over FHWA PL and FTA 5303 balances are spent down.

City of Parlier

City of Reedley

City of San Joaquin

City of Sanger

City of Selma

County of Fresno

State revenues increased 250% (\$4,463,939). The largest portion of this increase centers around the State Regional Early Action Plan (REAP) which provides \$4,749,860 to Fresno and Central Valley MPOs to develop a valley wide plan for housing. Also STIP planning funds (\$399,000) were reinstated in the 2018 STIP to fund Fresno COG's stewardship of the multi-million dollar Federal Aid projects allocated to local agencies in Fresno County. State Highway account, SPR, and RMRA funding decreased, a total decrease of \$694,316 reflecting progress on programmed projects.

Local revenues decreased 16% (\$1,951,713), reflecting draw downs on Measure C funded projects such as significant progress in the design phase of the Golden State corridor, Fresno State Transportation Institute, and FCRTA Electric Vehicle purchases.

**Staffing & Benefits:**

There are no new Fresno COG planning positions included in this year's proposed budget. FCRTA reclassified an Administrative Assistant position to Operations Manager which is reflected in this budget. Contingencies are carried for merit based salary increases as well as contingencies for anticipated health insurance increases. The overall proposed budget for salaries increased by 5% and benefits by 8%.

**Expense Account Format:**

Expense items are broken into two categories. General Indirect Overhead expenses are items which are attributable to the overall administration of the agency and not identifiable specifically to grant programs, such as telephone, insurance, copier lease, and rent. These Indirect expenses are combined into a Caltrans approved Indirect Cost Allocation Proposal and distributed equally amongst all funding sources. Expenses charged directly to specific grants and programs are identified as Other Direct Cost. In some instances there may appear to be duplication of costs such as in the Indirect Account for Printing and the Other Direct Cost 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 Cost (*Other Project Detail*) showing the Work Element, Activity, and funding sources.

**Overhead Accounts:**

Overhead accounts increased by 4% (\$18,793 total) reflecting increases in Computer supplies (\$5,000), building maintenance (\$1,000), and travel (\$11,500). Our office lease also was adjusted up \$8,937 per our existing contract. \$7,644 in Audit expense was reallocated to a direct program.

**Direct Cost Expenses:**

**Consulting**

The overall consulting budget is \$4.7 million, which is a decrease of \$876,848 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 decreased \$3,290.

**Software Support and Maintenance**

The Software account decreased \$62,742 reflecting upgrades made last year.

**Workshops**

Workshops associated with the Regional Transportation Plan (RTP) update increased \$4,500.

**Promotion / Public Outreach**

The Public Outreach budget decreased by \$3,000 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 increased \$303,000 in anticipation of increased usage associated with last year's marketing program.

**Measure C Senior Taxi Scrip**

The budget increased \$10,000.

**Measure C Farm Worker Vanpool Subsidy**

The budget remains unchanged.

**Employee Education, Training, and Travel**

The budget increased \$800.

**FTA Section 5316 Job Access and Reverse Commute (JARC)**

The account decreased \$124,438 reflecting completion of all JARC projects.

**FTA Section 5317 New Freedom (NF)**

The account decreased \$40,584 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. The account decreased \$538,771 reflecting completed projects.

**Translation Services**

The budget remains unchanged.

**County Counsel**

The budget increased \$4,000.

**Program Audits**

The budget decreased \$46,066 reflecting completion of the required Triennial Performance Audit.

**County Auditor Controller**

The budget is unchanged from last year.

**Membership Dues**

Dues for CALCOG are unchanged.

**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**

Decreased \$10,000 reflecting decreased usage in the Taxi Scrip program.

**Other Misc. Expenses**

The budget remains unchanged.

**Freeway Service Patrol**

The budget remains unchanged.

**Equipment**

This account increased \$5,500. The budget this year includes \$50,000 for Traffic Counting Equipment, \$15,000 for computers, \$10,000 for office equipment, and \$8,500 for Freeway Service Patrol Radio rental.

**Agency Pass Through**

This account increased by \$2,541,029 related to the State REAP program.

**Grant Administration**

This account is to carry a provision for grants that have multi-year line items for administration. The account increased \$79,678.

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

**New Work Elements**

(WE 161) Fresno/Madera Sustainable Corridor

**Eliminated Work Elements**

(WE 140) Community Landscape Plan  
(WE 141) Pavement Management Plan  
(WE 145) Network Vulnerability  
(WE 340) TDM Program

**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 \$336,000 program carries over the Eastside Corridor study.

**Work Element 111 Regional Transportation Modeling** – This \$552,000 program continues the regional modeling effort including \$145,000 for software and technical modeling support.

**Work Element 112 Regional Traffic Monitoring** - This \$328,000 budget includes \$237,000 for Fresno County, Fresno, and Clovis to provide traffic counts for the regional program and \$50,000 for traffic counting equipment to accommodate increased traffic counts required for Congestion Management.

**Work Element 114 Intelligent Transportation Systems (ITS)** – No major update to the ITS Plan is required; therefore, \$13,000 is budgeted for the maintenance of the plan and continued coordination.

**Work Element 115 Regional Transportation Mitigation Fee (RTMF)** – This \$111,000 program implements the collection of the RTMF for the Fresno County Transportation Authority. \$50,000 is budgeted for on call technical support.

**Work Element 116 National Park Transit Service** – This \$760,000 budget provides seasonal Public Transit Service to Yosemite.

**Work Element 117 Golden State Corridor** - \$736,000 includes the balance of the Mark Thomas contract to complete the design phase of the Golden State Corridor project. The project is anticipated to be ready to list in 2020.

**Work Element 120 Public Transportation** – Primarily funded with the City of Fresno’s FTA Section 5307 grant, this \$307,000 program coordinates activities between Federal Transit Administration and our four transit operators including **Consolidated Transportation Services Agency (CTSA)** operations.

**Work Element 121 FTA Section 5316, 5317, and 5310** – \$1.5 million in Federal Transit Administration 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 administrates the FTA Section 5310 program through this work element.

**Work Element 142 FCRTA Operational Plan** – This SB1 program carries over \$15,000 to finalize the FCRTA Operational Plan.

**Work Element 143 Reverse Triangle** – This SB1 program provides \$133,000 to complete the study of the developing Commercial area SW of the North Cedar Interchange on SR 99, known as the Reverse Triangle.

**Work Element 144 Electric Vehicle Study** – This SB1 program provides \$85,000 to complete the Electric Vehicle Study.

**Work Element 146 Better Blackstone Phase 1** – This SB1 program provides \$85,000 to complete the Better Blackstone Phase I study.

**Work Element 147 Fresno County Trail Master Plan** – This SB1 program provides \$85,000 to complete the County Trail Master Plan.

**Work Element 148 Transit On Board Survey** – This SB1 program provides \$129,000 to complete the Transit On Board Survey.

**Work Element 149 SB 743 Transportation Impact Analysis** – This SB1 program provides \$31,000 to complete the Impact Analysis.

**Work Element 150 Other Modal Elements** – This \$38,000 program coordinates activities related to aviation, rail, bicycle and pedestrian.

**Work Element 152 High Speed Rail** - \$3,000 is programmed for staff planning activities related to the proposed High Speed Rail.

**Work Element 153 Airport Land Use Commission** - \$32,000 is programmed for staff support to the Commission.

**Work Element 160 Better Blackstone Phase II** - \$240,000 is programmed to complete the Better Blackstone Phase II study.

**Work Element 161 Fresno/Madera Sustainable Corridor** - \$369,000 is programmed to complete the Fresno/Madera study.

**Work Element 170 Regional Transportation Plan** – \$934,000 is budgeted to continue the ongoing RTP process. This includes \$250,000 for an RTP EIR and \$30,000 for outreach and surveys.

**Work Element 171 Transportation Performance Management** – Transportation Performance management is a new federal emphasis area. \$45,000 is budgeted to develop Performance Management criteria.

**Work Element 172 Congestion Management Program** – This \$54,000 budget is for maintenance of the Congestion Management Program.

**Work Element 180 Air Quality** - \$178,000 is programmed for air quality activities associated with air quality conformity including \$65,000 to San Joaquin COG for Interagency Coordination of Air Quality and Conformity issues.

## II. Transportation Program Development

**Work Element 210 Measure "C" Extension** - \$4,423,000 is programmed to implement Measure "C" activities and update the Capital Projects Strategic Plan including New Technologies \$2,724,000 grant to FCRTA for electric vehicles, and \$1,306,000 to Fresno State for the Transportation Institute.

**Work Element 211 Measure "C" Citizen Oversight Committee** - \$26,000 is programmed to support the committee.

**Work Element 212 Measure "C" Carpool/Vanpool** - The \$816,000 budget provides for Carpool Incentives and Commuter Vanpool Subsidies.

**Work Element 214 Measure "C" ADA/Seniors** - This \$817,000 budget provides for the Senior Taxi Scrip program.

**Work Element 215 Farmworker Vanpool** - This \$701,000 program provides subsidies to agricultural workers for vanpool transportation provided by Cal Vans.

**Work Element 220 Transportation Program Development** - \$399,000 is budgeted to coordinate the various aspects of administering project applications with modeling, air quality conformity, congestion management and financial constraint for millions of dollars in member agency projects programmed with Federal Aid and State funded grants through the Web based Programming software, Fresno Trak.

## III. Services and General Coordination

**Work Element 310 Intergovernmental Coordination** - \$147,000 is budgeted to coordinate with member agencies and other governmental units.

**Work Element 311 Public Participation** - \$198,000 is programmed to facilitate public involvement in the Fresno COG planning process.

**Work Element 313 Environmental Justice** - \$31,000 is programmed to provide Environmental Justice analysis for disadvantaged communities and stakeholder groups.

**Work Element 320 Technical Assistance** - \$277,000 is budgeted to assist member agencies in planning and project implementation including a continuation of the Circuit Planner and Circuit Engineer and \$50,000 for technical studies.

**Work Element 350 Fresno Regional Data Center** - \$35,000 is programmed to maintain census and population related statistics vital to the planning process.

**Work Element 360 One Voice Advocacy** - \$139,000 is programmed for the “One Voice” trip to Washington DC and Fresno COG Legislative Fridays as well as the “Valley Voice” trip to Sacramento and Washington DC. Advocacy programs at both the local and regional levels are ineligible for state and federal participation and must be funded by local assessments.

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

**Work Element 420 Regional Housing Needs** - \$4,750,000 is budgeted to monitor Regional Housing Needs Allocation requirements and administrate the San Joaquin Valley REAP program.

**V. Valleywide Coordinated Activities**

**Work Element 820 Valley RTPA Coordination** - General activities associated with this \$254,000 budget include a \$135,000 consultant contract to coordinate the Valleywide planning effort and interagency coordination.

**VI. Administrative Activities**

**Work Element 910 COG Administration** - \$192,000 is programmed to cover non-federal/state general administration.

**Work Element 911 Overall Work Program** - \$61,000 is programmed to develop and monitor the Overall Work Program.

**Work Element 912 Transportation Funds Admin** - \$103,000 is programmed to administrate the Transportation Development Act trust funds distributing \$60 million in transportation funding to member agencies.

**Work Element 920 – 930 Local Agency Administration** - \$526,000 is budgeted to provide administrative support to the Fresno County Rural Transit Agency and Fresno County Transportation Authority.

**Work Element 940 Freeway Service Patrol** - \$487,000 is budgeted to provide assistance to motorists on the state highway system in Fresno.