

January 25, 2024

**Memorandum**

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

**FROM:** Robert Phipps,  
Interim Executive Director  
Les Beshears, Finance Director

**SUBJECT: Fiscal Year 2024-25 Overall Work Program Recommendations:**

**Summary:**

The fiscal year (FY) 2024-25 Overall Work Program (OWP), totaling \$45,249,688, is submitted for Board and public review. The proposed budget decreased \$12,673,500 from last year. Operational revenues remain intact, reserves are adequate, and the agency continues to operate within the bounds of prudent management.

The largest part of the decrease is attributed to \$9,641,631 million in one-time, anticipated funding from the Regional Early Action Plan (REAP) funds provided by the California Department of Housing and Community Development, California Air Resources Board, Governor's Office of Planning and Research and the Strategic Growth Council. Another \$3,734,971 decrease reflected a draw-down of cash match from Fresno County Rural Transit Agency (FCRTA) as it constructed its Selma maintenance facility. These were one-time grants that are largely spent down and have no effect on normal operating expenses.

Federal revenues increased a net of 7 percent, or \$938,161; however, the largest increase of \$1,747,717 resulted from another round of bus procurements through the FTA 5310 program, which offset several decreases from revenue sources that were drawn down from one-time projects.

State revenues decreased 34 percent, (\$9.7 million) primarily due to the REAP 2.0 grant.

Local revenues decreased 25 percent (\$3.8 million), resulting from the FCRTA drawdown.

**Staffing & Benefits:**

Fresno COG added an accounting position in 2024, which is jointly shared 70/30% with FCRTA; however, high staff turnover in the last year resulted in lower salary increases as well as lower anticipated health insurance increases. The overall proposed budget for salaries increased by 2 percent and benefits by 1 percent.

- City of Clovis
- 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
- City of Parlier
- City of Reedley
- City of San Joaquin
- City of Sanger
- City of Selma
- County of Fresno

**Expense Account Format:**

Expense items are broken into two categories: General, indirect, overhead expenses are attributable to overall agency administration, such as: telephones, insurance, copier leases, and rent, which are not attributable specifically to grant programs. 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 duplications, 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 increased by 2 percent (\$13,140) reflecting adjustments to cyber security license renewals and increased building maintenance. Some savings was captured when staff retained its older Toshiba copier rather than upgrading. This created \$18,000 in savings in copier lease payments.

**Direct Cost Expenses:**

**Consulting**

The overall consulting budget is \$22.1 million, which decreased \$5.7 million. New consulting projects are discussed below under work elements.

**Supplies & Printing**

The proposed budget for program-specific printing costs decreased \$28,242, reflecting marketing activities with the Measure C Senior Script program and across-the-board public participation.

**Software Support and Maintenance**

The software account decreased \$161,068 to \$341,604 reflecting land-use model data and licenses, and a major upgrade to Fresno COG’s website from 2023-24.

**Workshops**

The workshops budget decreased \$2,000 to \$108,000, associated with focus groups for the next Regional Transportation Plan cycle.

**Promotion / Public Outreach**

The public outreach budget decreased by \$165,000 to \$345,000, reflecting public outreach associated with the REAP 2.0 program and the next Regional Transportation planning cycle.

**Measure C Carpool Subsidy**

The carpool budget was eliminated and wrapped into the prizes and awards budget below.

**Measure C Carpool Prizes & Awards**

The budget decreased \$20,000 to \$80,000 due to less anticipated promotion.

**Measure C Commuter Vanpool Subsidy**

The budget increased \$50,000 to \$350,000 anticipating increased usage through service providers CalVans and Enterprise.

**Measure C Senior Taxi Scrip**

The budget remains unchanged at \$700,000.

**Measure C Farm Worker Vanpool Subsidy**

The budget remains unchanged at \$385,000.

**Grant Specific-Travel**

The budget remains unchanged at \$37,509.

**FTA Section 5339**

The one-time budget decreased \$3,271,189 to \$6,540,034 as FCRTA's maintenance facility infrastructure construction proceeds.

**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 increased \$2,148,134 to \$3,255,225, reflecting planned bus procurements for the 2022–2023 apportionments.

**Translation Services**

The budget remains unchanged at \$4,500.

**County Counsel**

The budget increased \$2,000 to \$42,000 for legal review.

**Program Audits**

The budget increased \$103,663 to \$178,075 for Transportation Development Act audits. The contract was let this year and adjusted to reflect costs from increasing audit requirements as well as to carry over a portion of last year's contract for audits still under way. Another \$65,000 is included for the triennial performance audit required for transit operators.

**County Auditor Controller**

The budget increased \$1,000 to \$9,000.

**Membership Dues**

Dues for CALCOG are unchanged at \$21,000.

**Board Remuneration**

The budget increased \$2,800 to \$34,000.

**Temporary Help**

The budget remains unchanged at \$4,000.

**Other Misc. Expenses**

The budget increased \$19,435 to \$34,238 per an audit recommendation that Fresno COG recognize rent passed through to FCRTA.

**Freeway Service Patrol**

The budget remains unchanged at \$731,250.

**Equipment**

The budget decreased \$44,000 to \$108,500 reflecting a major upgrade to the Sequoia Room.

**Agency Pass-Through**

This account decreased by \$5,626,422 to \$4,758,352 related to the State REAP 1.0 funds passed through to Valley MPOs.

**Grant Administration**

This account carries a provision for grants that have multi-year line items for administration. The account decreased \$12,809 to \$979,878.

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

**New Work Elements**

- (WE 149) SB743 Impact Update
- (WE 913) TIRCIP – ZETCP Administration

**Eliminated Work Elements**

- (WE 154) Regional ATP Update
- (WE 164) Inland Port Phase II
- (WE 165) Valley Household Travel Survey
- (WE 168) Inland Port Phase III
- (WE 177) Regional Micro Transit Study

**The OWP's six primary components are:**

- 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 in this section primarily involve the long-range regional transportation planning program, for which Fresno COG is statutorily responsible.

**Work Element 110 Regional Streets and Highways Planning** – This \$18,242 program provides for general street planning but has no major projects this year.

**Work Element 111 Regional Transportation Modeling** – This \$638,641 program continues the regional modeling effort, including \$155,186 for software and technical modeling support.

**Work Element 112 Regional Traffic Monitoring** – This \$318,373 budget includes \$237,200 for Fresno County, Fresno, and Clovis to provide traffic counts for the regional program and \$50,000 for traffic counting and computer 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; however, \$7,069 is budgeted for plan maintenance and continued coordination.

**Work Element 115 Regional Transportation Mitigation Fee (RTMF)** – This \$97,032 program funds RTMF collection for the Fresno County Transportation Authority, including \$50,000 for on-call support.

**Work Element 117 Golden State Corridor** – The \$410,712 program covers the remaining GSC design work under the Mark Thomas contract. Additional Public Utilities Commission requirements and review by the railroad have delayed phase II and increased construction costs. The project's first phase began construction in 2022. The Fresno County Public Works Department is overseeing the construction phase.

**Work Element 120 Public Transportation** – Primarily funded with the City of Fresno's FTA Section 5307 grant, this \$318,266 program coordinates activities among the Federal Transit Administration and the four regional transit operators.

**Work Element 121 FTA Section 5339, and 5310** – Federal Transit Administration Section 5339 and Section 5310 grant programs provide \$6,540,034 million for FCRTA's maintenance facility and \$3,255,225 for paratransit bus procurement for transit operators.

**Work Element 131 Access for All** – The PUC provides \$231,137 to provide wheelchair accessible vehicles for private transportation providers.

**Work Element 141 Pavement Management System** – \$1,213,122 is budgeted to provide a countywide pavement management system evaluation to support the renewal of Measure C.

**Work Element 145 Climate Resiliency** – FCOG received a \$500,000 grant to identify specific transportation improvements to eliminate climate change risks.

**Work Element 149 SB743 Impact Update** - \$100,000 is budgeted to update the SB743 Transportation Impact Plan.

**Work Element 150 Other Modal Elements** – This \$42,508 program coordinates activities related to aviation, rail, bicycle, and pedestrian projects.

**Work Element 152 High Speed Rail** – \$15,681 is programmed for staff planning activities related to high-speed rail.

**Work Element 153 Airport Land Use Commission** – \$38,085 is programmed for staff support to the Commission, including a \$10,000 on-call contract for plan amendments.

**Work Element 163 Freight Planning** – This \$11,484 work element monitors regional freight networks.

**Work Element 166 Transit On Board Survey**– This \$246,883 work element provides transit operator on-board surveys that were postponed during the pandemic.

**Work Element 170 Regional Transportation Plan**–\$1,315,108 is budgeted for the ongoing RTP process, including \$503,542 for consultants, surveys, mini grants, public outreach and workshops.

**Work Element 171 Transportation Performance Management** – Transportation performance management is a federal emphasis area, and \$29,470 is budgeted to develop and maintain performance management criteria.

**Work Element 172 Congestion Management Program** – This \$27,683 budget maintains the Congestion Management Program.

**Work Element 173 Regional VMT Mitigation Program** – The budget includes \$367,357 determine what implementation of the vehicle-miles-traveled (VMT) mitigation strategy would entail.

**Work Element 175 Inland Port Study RIA** – This \$1,725,000 work element is funded by a Federal Accelerator Grant to identify potential local Trade Port candidate projects.

**Work Element 178 Managed Lane Study** – This SB1 program provides \$214,476 to evaluate managed lanes' feasibility in the Fresno County region.

**Work Element 179 Complete Streets Planning** – This \$49,226 program addresses Complete Streets Planning requirements of the federal Bipartisan Infrastructure Act.

**Work Element 180 Air Quality** - Approximately \$176,938 is programmed for activities associated with air quality conformity, including \$65,000 to San Joaquin COG for interagency coordination.

**Work Element 181 Climate Action Plan** - \$813,120 is budgeted to develop a Climate Action Plan.

## II. Transportation Program Development

**Work Element 210 Measure "C" Extension** – \$2,682,923 million is programmed for Measure C activities, to update the Capital Projects Strategic Plan, and to screen projects for the Transit-Oriented Development and New Technologies programs. The budget includes \$340,094 to FCRTA for electric vehicles, and \$1,893,481 million to Fresno State for the Transportation Institute.

**Work Element 211 Measure “C” Citizen Oversight Committee** – Another \$8,477 is programmed to support the committee.

**Work Element 212 Measure “C” Carpool/Vanpool** – The \$608,645 budget provides for carpool incentives and commuter vanpool subsidies.

**Work Element 214 Measure “C” ADA/Seniors** – This \$984,508 budget provides for the Senior Taxi Scrip program. Scrip available to seniors increased this year and Go-Go-Grandparent services are expanded to provide digital access to dispatch the service.

**Work Element 215 Farmworker Vanpool** – This \$434,507 program provides subsidies to agricultural workers for vanpool transportation.

**Work Element 220 Transportation Program Development** – \$356,212 is budgeted to coordinate project applications with modeling, air quality conformity, congestion management and financial constraint for millions of dollars in member agency projects programmed with federal aid and state-funded grants through web-based software, FresnoTrak.

### III. Services and General Coordination

**Work Element 310 Intergovernmental Coordination** – A total of \$155,547 is budgeted to coordinate with member agencies and other governmental units.

**Work Element 311 Public Participation** – A total of \$333,860 is programmed for public involvement in the Fresno COG planning process.

**Work Element 313 Environmental Justice** – Staff budgeted \$39,882 to provide environmental justice analysis for disadvantaged communities and stakeholder groups.

**Work Element 320 Technical Assistance** – A total of \$317,604 is budgeted to assist member agencies in planning and project development, including the circuit planner and engineer programs.

**Work Element 350 Fresno Regional Data Center** – Staff budgeted \$80,744 to maintain census and population related statistics vital to the planning process.

**Work Element 360 One Voice Advocacy** – Another \$139,914 is programmed for the “One Voice” trip to Washington DC, 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** – Approximately \$166,834 is budgeted to assist local agencies complete their Regional Housing Needs Allocation requirements.

**Work Element 421 Regional Early Action Plan** – Approximately \$3,095,128 is budgeted to assist Valley agencies meet their Regional Early Action Plan requirements and administer the San Joaquin Valley REAP program.

**Work Element 422 Regional Early Action Plan 2.0** – Fresno COG has been approved for \$13,508,753 in additional housing funding for plan implementation.

**V. Valleywide Coordinated Activities**

**Work Element 820 Valley RTPA Coordination** – General activities associated with this \$265,495 budget include a \$145,000 for a consultant and attorney to coordinate the planning effort among the SJV MPOs.

**VI. Administrative Activities**

**Work Element 910 COG Administration** – Approximately \$296,161 is programmed to cover non-federal/state general administration.

**Work Element 911 Overall Work Program** – Another \$70,033 is programmed to develop and monitor the Overall Work Program.

**Work Element 912 Transportation Funds Admin** – Staff budgeted \$353,874 to administer Transportation Development Act trust funds, distributing \$70 million in local transportation funding to member agencies.

**Work Element 913 TIRCIP ZETCP Administration** – \$239,415, is programmed to Thanks distribute \$120 million in capital funding to Transit Operators in Fresno County over the next five years.

**Work Element 920 – 930 Local Agency Administration** – These combined work elements include \$753,617 to provide administrative staff and support services to the Fresno County Rural Transit Agency and Fresno County Transportation Authority.

**Work Element 940 Freeway Service Patrol** – Fresno COG budgets \$764,180 to provide assistance to motorists stranded on the state highway system in Fresno during peak traffic hours.