



FRESNO COUNTY TRANSPORTATION AUTHORITY
 MEASURE C EXTENSION 2007-2027

FY 2024-2025 BUDGET
 Proposed June 12, 2024

This is the eighteenth line-item budget of the Measure C Extension Program for the Authority.

The sales tax revenue estimate is based on revenue to be received during the 2024-2025 fiscal year resulting from the Extension of the Measure C Sales and Use Tax which began July 1, 2007. The interest earnings estimate is also based on funds on deposit related to the Measure C Extension Program. This interest revenue includes estimated earnings from Fresno County Transportation Authority funds on deposit with the Fresno County Treasury Pool. Remaining appropriations of any contracts in progress will be encumbered in June 2024 to recognize the incurred liability and associated appropriation.

As the narrative notes, total salaries and benefits expenses must not exceed 1% of the sales tax revenues. FY24/25 budgeted salaries and benefits total \$563,140 which is at ½%.

ESTIMATED NET SALES TAX REVENUE	\$111,477,737
ESTIMATED INTEREST INCOME	\$7,700,000
TOTAL:	\$119,177,737

(Estimates prepared by the Auditor in accordance with requirements of Public Utilities Code Section 142000 et seq.)

**FY 2024-25
FRESNO COUNTY TRANSPORTATION AUTHORITY
MEASURE C EXTENSION OPERATING BUDGET**

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FUND 4831 FY 2024-25 BUDGET SUMMARY

<u>9609/42527</u>	Administration Expenditure Category	1,097,555
<u>9610/42528</u>	Services and Supplies Expenditure Category	1,722,204
<u>9603/42521</u>	Regional Transportation Urban Expenditure Category	18,318,064
<u>9604/42522</u>	Regional Transportation Rural Expenditure Category	19,004,064
<u>9521/42429</u>	New Technology Reserve Expenditure Category Regional Public Transit Program	2,704,867
<u>9606/42524</u>	Grade Separation Expenditure Category Grade Separation Program	8,440,330
<u>9607/42525</u>	School Bus Replacement Expenditure Category Environmental Enhancement Program	2,751,376
<u>9608/42526</u>	Transit Oriented Infrastructure for In-Fill Development Expenditure Category Environmental Enhancement Program	1,481,066
<u> </u>	Measure C Extension Pass-Through Funds	<u>63,658,211</u>
GRAND TOTAL:		<u><u>\$119,177,737</u></u>

ADMINISTRATION EXPENDITURE BUDGET SUMMARY

<u>6000 SALARIES AND BENEFITS</u>	Approved 23-24	End of Year Anticipated	2024-2025 Recommended
6100 Regular Salaries and Compensation (Car and phone allowance)	449,000	449,000	458,000
6350 Unemployment Insurance	440	440	440
6400 Retirement Contribution	53,325	53,325	54,100
6500 FICA/Medicare	6,510	6,510	6,700
6550 Workers Compensation	3,000	3,000	3,000
6600 Health/Dental/Optical Insurance	85,000	85,000	38,000
6650 Life and Disability	2,700	2,700	2,900
Salaries and Benefits Subtotal:	599,975	599,975	563,140
<u>7000 ADMINISTRATIVE EXPENSES</u>	Approved 23-24	End of Year Anticipated	2024-2025 Recommended
7040 Telephone Charges	6,300	6,300	6,300
7250 Memberships, Subscriptions and Documents	2,500	2,500	2,500
7265 Office Expenses	21,000	21,000	21,000
7294 Professional and Specialized Contracts (COG)	1,601	1,601	1,610
7340 Rents and Leases	24,500	24,500	24,500
7385 Small Tools and Equipment	2,000	2,000	2,000
7415 Remuneration, Meetings, Transportation and Travel, (Staff and Board)	8,000	8,000	8,000
7417 Transportation and Travel (Comm. and Adv. Boards)	4,500	4,500	4,500
7544 Management Services (CAO)	500	500	500
Administrative Expenses Subtotal:	70,901	70,901	70,910
<u>8000 FIXED ASSETS AND CAPITAL EQUIPMENT</u>	Approved 23-24	End of Year Anticipated	2024-2025 Recommended
8991 Contingency	5,000	5,000	5,000
Contingency Reserve Subtotal:	5,000	5,000	5,000
7490 Unallocated Administrative Reserve	461,773	461,773	458,505
Administrative Reserve Subtotal:			458,505
<u>GRAND TOTAL ADMINISTRATION:</u>			\$1,097,555

SERVICES AND SUPPLIES EXPENDITURE BUDGET SUMMARY

<u>7000 SERVICES AND SUPPLIES</u>	Approved 23-24	End of Year Anticipated	2024-2025 Recommended
7295 Professional and Specialized Contracts (General)	559,704	559,704	1,353,704
7491 Accounting (A-C/T-TC)	122,500	122,500	220,000
7492 Audit Expense	77,380	77,380	111,000
7504 Legal Expense (County Counsel)	37,500	37,500	37,500
Services and Supplies Subtotal:	797,084	797,084	1,722,204
 <u>GRAND TOTAL SERVICES AND SUPPLIES:</u>			 \$1,722,204

BUDGET NARRATIVE

9609/42527

ADMINISTRATION

SALARIES AND BENEFITS

APPROPRIATION

6000 SALARIES AND BENEFITS

Division 1000 Salaries and benefits structure are for two employees at 100% and one employee at 50%.

6100 Regular Salaries

458,000

Represents existing salary structure for two employees at 100% and one employee at 50%. Includes car/phone allowance for one employee at 100% and one employee at 50%.

6350 Unemployment Insurance

440

Represents contribution for two employees at 100% one employee at 50%.

6400 Retirement Contributions

54,100

Contribution to retirement plan per employee contracts; two employees at 100%.

6500 FICA/Medicare

6,700

Required contribution to FICA/Medicare for two employees at 100% and one employee at 50%.

6550 Workers Compensation

3,000

Required contribution to Workers Compensation Insurance for two employees at 100% and one employee at 50%.

6600 Health Insurance

38,000

(Decrease) Contribution to the health, dental and optical insurance program for two employees at 100% and one employee at 50%.

6650 Life and Disability Insurance

2,900

Contribution to the life and disability benefit insurance provided through Fresno Council of Governments for two employees at 100% and one employee at 50%.

Salaries and Benefits Subtotal: \$563,140

ADMINISTRATION**APPROPRIATION**7000 Administration

Division 1000

7040 Telephone Charges

6,300

(No Change) Includes equipment rental, estimated long distance, and internet connection costs for the Authority Administration office. This total budgetary item of \$9,000 will be split 70% Extension and 30% Original budgets.

7250 Membership, Subscriptions and Documents

2,500

(No Change) The primary purpose of membership is to obtain publications and documents useful to the Authority:

Subscriptions:

Fresno Bee, Business Journal

Capitol Inquiry/Legislative Update

Zoom

7265 Office Expenses

21,000

(Decrease) Estimated office supply expenditures for the Administration and Program Manager's office. Expenses include preprinted forms, stationery, pens, paper, pencils, petty cash, copying costs, postage, maintenance contracts for office equipment, software, nameplates etc. This total budgetary item of \$30,000 will be split 70% Extension and 30% Original budgets.

7294 Professional and Specialized Contracts (COG)

1,610

(No Change) Not to exceed contract with Fresno Council of Governments for the following:

- Work Element 930: Fresno County Transportation Authority administration. Accounting, salary and personnel administration and general administrative support, mailing support, copying, miscellaneous materials support. The total fee of \$3,220 is split 50/50 between the Original and Extension budgets. (\$1,610)

7340 Rents and Leases –Building

24,500

(No change) This category includes the rental costs for the FCTA staff office lease and rental costs for outside storage. The total combined annual cost of \$49,000 for both leases will be split 50% Original and 50% Extension budgets. (\$24,500)

ADMINISTRATION**APPROPRIATION**7000 Administration

Division 1000

7385 Small Tools and Equipment

2,000

(No Change) This category includes small office equipment such as calculators, postage meter rental, label printers, display boards, etc. In addition, this budget category provides funding for special tax form software programs for accounting.

7415 Remuneration, Meetings, Transportation and Travel (Staff and Board)

8,000

(No Change) This category budgets up to two (2) travel meetings a month for the Executive Director or Authority members expenses for mini-conferences and other minor meeting expense items as well as remuneration for eight (8) Board Members, average six (6) meetings annually.

Reimbursement for travel and transportation based on actual cost and Board adopted policies and procedures.

Purpose/functions of the trips to include but not limited to:

- Meetings of the California Transportation Commission throughout the state regarding:
 - Authority financial leveraging
 - County shares
 - State Highway Improvement Program Funding (STIP)
 - Highway route matters
 - Highway financial matters
 - STIP implementation policies and amendments
 - State policy issues and guidelines
- Meetings of the Self-Help Counties Coalition regarding:
 - Exchange of information and shared expertise in management
 - Project delivery techniques RFP/RFQ and consultant selection processes
 - Project delivery management
 - Issues of Caltrans policies as they impact Measure counties
 - Joint legislative strategy building
 - Meetings at Caltrans Headquarters in Sacramento
 - Workshops/sessions on Authority-related policies on delivery, ROW, construction, cost management of State/Authority projects

9609/42527

ADMINISTRATION

APPROPRIATION

7000 Administration

Division 1000

7417 Transportation and Travel (Commissions and Advisory Boards) 4,500

(No Change) This category includes automobile mileage reimbursement for transportation and travel for commissions and advisory boards as described in 7415. Reimbursement based on IRS guidelines.

7544 Management Services (County) 500

(No Change) Funding for County Administrative Office reimbursements for costs incurred to provide assistance in connection with financial or other analysis of Authority's program upon Authority's request.

Administrative Expenditures Subtotal: \$70,910

8000 FIXED ASSETS AND CAPITAL EQUIPMENT

Division 1000

8991 Administrative Contingency 5,000.00

(No Change) This contingency category would fund items upon Board approval, such as possible recruitment expenses, lease increases, salary or benefit increases, unforeseen administrative costs, etc. This \$10,000 total budget category will be split equally between the Original and Extension budgets. (\$5,000)

Contingency Subtotal: \$5,000.00

7000 ADMINISTRATION

Division 1000

7490 Unallocated Administrative Reserve \$458,505

This is a "holding" category of administrative reserves to fund unanticipated administrative costs, agency close down expenses at the end of this measure, or agency transition to a future extension of the measure.

Administrative Reserve Subtotal: \$458,505

GRAND TOTAL ADMINISTRATION: \$1,097,555

SERVICES AND SUPPLIES**APPROPRIATION**7000 SERVICES AND SUPPLIES

Division 1000

7295 Professional and Specialized Contracts (General)

1,353,704

- **(Increase)** Public information/education program approved in 2023/2024 – Consultant Services to continue public outreach and education, website maintenance, design and support efforts for Annual Report, and design/publish fact sheets and other handout materials for participating local agencies. **(\$500,000)**
- (No change) Professional services and assistance from County or outside vendor on Public relations materials and expenses (signs, videos, information sheets, invitations, etc.), Annual Report preparation, graphics and duplication. **(\$65,000)**
- (No change) State Legislative Advocacy Services **(\$42,000)**
- (No change) Financial Advisory Services **(\$48,800)**
- **(Increase)** MC Renewal Consultant Services to include Technical Consultants, Facilitators, VRPA Technologies (SIP Update) **(\$674,000)**
- (No change) Dues for Self-Help Counties Coalition **(\$6,000)**
- (No change) Errors and Omissions and Contents Insurance **(\$500)**
- (No change) A fee imposed by the County's Information Technology Services Department related to transaction fees for Measure C funds deposited in the Fresno County Treasury and use of the County's PeopleSoft System. The total fee of \$17,404 is for the Extension budget only. **(\$17,404)**

7491 Accounting Services (A-C/T-T/C)

220,000

(Increase) Contract with County Auditor-Controller/Treasurer-Tax Collector for assistance with fiscal functions, including:

- Processing and maintaining records of all financial transactions, accounting for Authority funds, processing and maintaining records of all bonds issued, paying principal and interest on any issued bonds, signing all bond and interest coupons, accounting for all proceeds of any bonds, developing and processing RFP's.

Assisting the Authority in the implementation of the investment strategy of the Authority and enhanced project expenditures/cost control activities. Per Board direction this total budget category (\$310,000) is to be split between the Original (30%) and Extension (70%) budgets.

7492 Audit Expense

111,000

- **(No Change)** Estimated overall auditing expenses for the Authority, including the audit of its financial transactions for FY 2023-24. Total anticipated Authority audit expenses amount to \$50,000. This total budget category will be split 50% Original and 50% Extension budgets. **(\$25,000)**
- **(Increase)** This category includes a contract for field audits required by the Measure C Extension Expenditure Plan for all participating agencies receiving extension funds. **(\$86,000)** This budget category is paid 100% out of the Extension budget.

9610/42528

SERVICES AND SUPPLIES

APPROPRIATION

7000 SERVICES AND SUPPLIES

Division 1000

7504 Legal Expense (County Counsel)

37,500

(No Change) Contract for legal services with County Counsel to include; legal services and assistance, i.e., negotiations, drafting and review of contracts and agreements, oral and written opinions to Authority and legal representation at all meetings pertaining to the Extension Measure program at an hourly rate of \$170. Total budget category amount this year is \$50,000 and will be split between the Original (25%) \$12,500 and Extension (75%) **\$37,500** budgets.

Services And Supplies Subtotal: 1,722,204

GRAND TOTAL SERVICES AND SUPPLIES: \$1,722,204.00

9603-42521

**REGIONAL TRANSPORTATION PROGRAM –
URBAN PROJECTS CATEGORY**

APPROPRIATION

7898 Unallocated

18,318,064

This is a “holding” category for urban capital transportation projects. Not project specific. As a project comes on line and is approved by the Authority, funds will be allocated to the correct category (e.g., right of way, design, construction, etc.)

**GRAND TOTAL REGIONAL TRANSPORTATION
PROGRAM - URBAN PROJECTS CATEGORY:**

\$18,318,064

9604-42522

**REGIONAL TRANSPORTATION PROGRAM -
RURAL PROJECTS CATEGORY**

APPROPRIATION

7898 Unallocated

19,004,064

This is a “holding” category for rural capital transportation projects. Not project specific. As a project comes on line and is approved by the Authority, funds will be allocated to the correct category (e.g., right of way, design, construction, etc.)

**GRAND TOTAL REGIONAL TRANSPORTATION PROGRAM - RURAL PROJECTS
CATEGORY:**

\$19,004,064

9521-42429

**REGIONAL PUBLIC TRANSIT PROGRAM –
NEW TECHNOLOGY RESERVE CATEGORY**

APPROPRIATION

7898 Unallocated

2,704,867

This is a “holding” category for the Regional Transit Program. Specifically, the New Technology Reserve Project(s). As competitive projects are approved by the Authority, funds will be allocated accordingly.

**GRAND TOTAL REGIONAL PUBLIC TRANSIT PROGRAM- NEW TECHNOLOGY
RESERVE CATEGORY:**

\$2,704,867.00

9606/42524

**ALTERNATIVE TRANSPORTATION PROGRAM-
GRADE SEPARATION CATEGORY**

APPROPRIATION

7898 Unallocated

8,440,330

This is a “holding” category for the Grade Separation Program. As a project(s) is identified and approved by the Authority, funds are then allocated.

GRAND TOTAL RAIL CONSOLIDATION ALTERNATIVE TRANSPORTATION

PROGRAM CATEGORY:

\$8,440,330.00

9607/42525

**ENVIRONMENTAL ENHANCEMENT PROGRAM –
SCHOOL BUS REPLACEMENT CATEGORY**

APPROPRIATION

7898 Unallocated

2,751,376

This is a “holding” category for the Environmental Enhancement Program. Specifically, the school bus replacement project(s). As the annual priority list for bus replacements is developed and approved by the Authority, funds will be allocated accordingly.

GRAND TOTAL SCHOOL BUS REPLACEMENT-ENVIRONMENTAL ENHANCEMENT

CATEGORY:

\$2,751,376.00

9608/42526

**ENVIRONMENTAL ENHANCEMENT PROGRAM–
TRANSIT ORIENTED INFRASTRUCTURE FOR IN-FILL DEVELOPMENT
CATEGORY**

APPROPRIATION

7898 Unallocated

1,481,066

This is a “holding” category for the transit-oriented infrastructure for In-fill program. Not project specific. As competitive projects are approved by the Authority, funds will be allocated to the correct category.

GRAND TOTAL TRANSIT ORIENTED INFRASTRUCTURE FOR IN-FILL

DEVELOPMENT ENVIRONMENTAL ENHANCEMENT CATEGORY:

\$1,481,066.00

LOCAL TRANSPORTATION & ALL PASS-THROUGH FUNDS

APPROPRIATION

7885 Contribution

63,658,211

Based on projected revenue, this expected amount is to be immediately distributed (in monthly installments) as sales tax revenue is received to the cities, the County, FCRTA and Fresno COG for local transportation purposes as indicated below:

9522/42431 - 9602 /42523

- Local Transportation Program Category (\$37,975,415)
 - Local Allocation – Street Maintenance/ADA/Flexible (\$33,585,193)
 - Pedestrian / Bicycle Trails (\$3,402,422)
 - Bicycle Facilities (\$987,800)
- Regional Public Transit Program (\$26,341,330)
 - 9495/42401 – 9497/42403
 - 7885 (FAX, Clovis Transit, FCRTA (\$21,577,939)
 - 9498/42404
 - 7885 Public Transportation Infrastructure Study (\$318,291)
 - 9499/42405 – 9518/42426
 - 7885 ADA/Seniors/Para transit (\$867,069)
 - 9519/42427 / 9520/42428
 - 7885 Ag-Worker/Car/Van Pool (\$1,273,164)

- Regional Transit Airport Fund (\$1,097,555)

9611/42529

- COG Administration Costs (\$548,778)

**GRAND TOTAL LOCAL TRANSPORTATION
& All PASS-THROUGH FUNDS:**

\$63,658,211.00

930 Fresno County Transportation Authority Administration

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 for transportation purposes. This tax was scheduled to expire on July 1, 2007, however, the voters of Fresno County chose to reauthorize and extend the ½ cent sales tax in November 2006. The reauthorized sales tax is currently anticipated to raise approximately \$1.2 billion in revenue for transportation purposes over its 20-year life. 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	Annual Budget 2023/24	Annual Budget 2024/25	LOCAL FUNDS
Salaries	1,393	1,395	
Benefits	442	505	
Overhead	1,310	1,320	
Total Staff Costs	3,202	3,220	3,220
Direct Costs			
Total Direct Costs	0	0	0
TOTAL	3,202	3,220	3,220*

*Administrative fees split 50/50 between Original and Extension budgets