

January 30, 2019

**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 2019-20 Overall Work Program Recommendations:**

Staff recommends accept, for review, the FY 2019-20 Overall Work Program, totaling \$19,366,092.

**Summary:**

The FY 2019-20 Overall Work Program (OWP), totaling \$19,366,092, is submitted for review. The proposed budget decreased \$643,000 from last year. Operational revenues remain intact, reserves are adequate, and the agency continues to operate within the bounds of prudent management.

The proposed FY 2019-20 budget total reflects a decrease of 3 percent from the approved FY 2018-19 budget. This decrease is a net number spread over a large variety of programs discussed below; however, a significant factor affecting this reduction is simply that the budget contains fully funded multi-year projects. As these 'one-time' funds are spent they are not reflected in subsequent year's budgets.

Federal revenues decreased 12 percent (\$727,000). FTA 5304 decreased \$347,000, reflecting completion of the Long-Range Sustainable Transit Plan and the Business Commute Options projects. The overall cost of YARTS service to Yosemite National Park decreased by \$166,000. FTA Section 5316 & FTA Section 5317 reduced by \$353,000 as a number of the Job Access and Reverse Commute (JARC) and New Freedom projects ended. Federal Aviation Administration funds decreased \$72,000 after the Airport Land Use Plan update completed.

State revenues decreased 1 percent (\$13,000). State Road Maintenance and Rehabilitation Account (RMRA) planning funds increased \$66,000, as Fresno COG staff programmed the SB 743 Transportation Analysis and the next round of Sustainable Communities Planning grants. State Transportation Improvement Program (STIP) planning funds decreased \$74,000, which is associated with the deficit from the 2016 STIP. Other state funds decreased, reflecting progress on the regional pavement management system, environmental adaptation planning and studies on electric vehicles.

Local revenues increased 1 percent (\$97,000), a significant part of which is attributable to cost increases associated with railroad requirements for 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 saved by promoting internally to fill a vacant Accounting Manager position. Contingencies are carried for merit-based salary increases as well as contingencies for anticipated health insurance increases. The overall proposed budget for salaries decreased by \$6,000, while benefits increased by 3 percent.

### **Expense Account Format:**

Expense items are broken into two categories. General indirect overhead expenses are items 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 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 costs (*Other Project Detail*) showing the work element, activity, and funding sources.

### **Overhead Accounts:**

Overhead accounts increased by 6 percent (\$28,658,000 total), reflecting: increased printing costs of \$6,000, a contractual \$9,558 increase in the office lease, a \$2,000 increase in building maintenance, \$2,500 in travel expenses, and \$8,600 in audit expenses.

### **Direct Cost Expenses:**

#### **Consulting**

The overall consulting budget is \$4.8 million, an increase of \$859,000. New consulting projects are discussed below under the work element discussion.

#### **Supplies & Printing**

The proposed budget for program-specific printing and supply costs increased \$10,000 for the Regional Transportation Plan (RTP).

#### **Software Support and Maintenance**

The software account increased \$28,000 for a demographic forecast used in traffic and land-use modeling.

#### **Workshops**

Workshops increased \$5,000 to convene a focus group for the RTP.

#### **Promotion / Public Outreach**

The Public Outreach budget increased by \$113,000; \$53,000 of which is associated with the RTP and \$50,000 with the Senior Taxi Scrip program.

**Measure C Carpool Subsidy**

The budget remains unchanged.

**Prizes & Awards**

The budget remains unchanged.

**Measure C Commuter Vanpool Subsidy**

The Vanpool budget increased \$20,000 reflecting the public's increased use.

**Measure C Senior Taxi Scrip**

The budget remains unchanged.

**Measure C Farm Worker Vanpool Subsidy**

The budget remains unchanged.

**Employee Education, Training, and Travel**

The budget for the Airport Land Use Commission decreased \$3,000.

**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 \$123,000.

**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 \$312,000.

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

A schedule of vehicle procurements for Transportation for Elderly Persons and Persons with Disabilities is included in the work element. Completed projects are removed. The budget didn't change but staff anticipates the procurements will be completed soon and an additional \$500,000 in new projects will be programmed when the apportionments come available.

**Translation services**

The budget remains unchanged.

**County Counsel**

The budget remains unchanged.

**Program audits**

The budget remains unchanged.

**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.

**Temporary Help**

The budget increased \$10,000 for temporary help to track Taxi Script sales.

**Other Misc. Expenses**

The budget remains unchanged.

**Freeway Service Patrol**

The new Freeway Service Patrol contract increased \$19,000 for the year to replace the former contractor.

**Equipment**

This account increased \$15,000. The budget this year includes \$50,000 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 \$1,279,000, reflecting completion of the Commute Options grant with Fresno State and UC Denver, and the first year of Fresno State Transportation Institute.

**Grant Administration**

This account is to carry a provision for grants that have multi-year line items for administration. The account decreased \$74,000 reflecting completion of the first year of a variety of state and federally funded projects.

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

**New Work Elements**

- (WE 148) Sustainable Planning Grants Cycle III
- (WE 149) SB 743 Transportation Impact Analysis

**Eliminated Work Elements**

- (WE 123) Sustainable Communities Public Transit
- (WE 124) Business Commute Optimization

**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 \$201,000 program carries over \$75,000 for a Blackstone\Shaw Corridor study and \$90,000 for the Mountain View/SR 99 Interchange study.

**Work Element 111 Regional Transportation Modeling** – This \$610,000 program provides staff support and \$176,000 for software to continue the regional modeling effort.

**Work Element 112 Regional Traffic Monitoring** – This \$361,000 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 for the Congestion Management Plan.

**Work Element 114 Intelligent Transportation Systems (ITS)** – Approximately \$11,000 is budgeted for ITS plan maintenance and continued coordination.

**Work Element 115 Regional Transportation Mitigation Fee (RTMF)** – This \$207,000 program implements RTMF collection for the Fresno County Transportation Authority. About \$50,000 is budgeted for on-call technical support and \$105,000 for the required statutory nexus update.

**Work Element 116 National Park Transit Service** – This \$708,000 budget provides seasonal Public Transit Service to Yosemite.

**Work Element 117 Golden State Corridor** – Approximately \$2,188,000 is provided to complete the Golden State Corridor project's design phase.

**Work Element 120 Public Transportation** – Primarily funded with the City of Fresno's FTA Section 5307 grant, this \$291,000 program coordinates activities among the Federal Transit Administration and our four transit operators including **Consolidated Transportation Services Agency (CTSA)** operations.

**Work Element 121 FTA Section 5316, 5317, and 5310** – Approximately \$2.2 million in FTA Section 5316, 5317 and 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 140 Sustainable Community Grants** – This SB 1 Road Maintenance and Rehabilitation Account (RMRA) program carries over \$75,000 to complete Tree Fresno's Community Landscape Plan.

**Work Element 141 Pavement Management** – This RMRA program provides \$350,000 to complete a pavement management system for member agencies.

**Work Element 142 Sustainable Com Grants** – This RMRA program carries over \$161,000 to complete Fresno County Rural Transit Agency's Operation and Analysis Plan.

**Work Element 143 Reverse Triangle** – This RMRA program carries over \$314,000 to study the developing commercial area SW of the North Cedar Interchange on SR 99, known as the Reverse Triangle.

**Work Element 144 Electric Vehicle Infrastructure** – This RMRA program carries over \$167,000 to study developing regional infrastructure for electric vehicles.

**Work Element 145 Transportation Network Vulnerability** – This State Highway Account program carries over \$228,000 to study climate adaption plans.

**Work Element 146 Better Blackstone Design Challenge** – This RMRA program carries over \$160,000 to study the redeveloping Blackstone corridor.

**Work Element 147 County Trail Master Plan** – This RMRA program carries over \$160,000 to develop a master plan for the county trail system.

**Work Element 148** – This RMRA program provides \$160,000 for Cycle III of the Regional Sustainable Communities Planning Grant Program.

**Work Element 149** – This RMRA program provides \$300,000 for assistance to member jurisdictions in meeting SB 743 requirements for reducing vehicle miles traveled.

**Work Element 150 Other Modal Elements** – This \$44,000 program coordinates activities related to aviation, rail, bicycle and pedestrian.

**Work Element 152 High Speed Rail** – Approximately \$5,000 is programmed for planning activities related to the downtown station and maintenance facility.

**Work Element 153 Airport Land Use Commission** – Approximately \$35,000 is programmed to support the Commission.

**Work Element 170 Regional Transportation Plan** – Approximately \$466,000 is budgeted to continue the ongoing RTP process. This includes \$53,000 for community surveys in preparation for the next RTP cycle.

**Work Element 171 Transportation Performance Management** – Transportation Performance Management is a new federal emphasis area. Approximately \$91,000 is budgeted to develop performance management criteria.

**Work Element 172 Congestion Management Program** – This \$61,000 budget covers maintenance for the Congestion Management Program that was completed last year.

**Work Element 180 Air Quality** – Approximately \$198,000 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** – About \$4,872,000 is programmed to implement Measure “C” activities and update the Capital Projects Strategic Plan, including

\$4,522,000 for New Technologies grants to FCRTA for electric vehicles, and \$350,000 to Fresno State for the Transportation Institute.

**Work Element 211 Measure “C” Citizen Oversight Committee** – Approximately \$27,000 is programmed to support the committee.

**Work Element 212 Measure “C” Carpool/Vanpool** – The \$471,000 budget provides for carpool incentives and commuter vanpool subsidies and promotional events.

**Work Element 214 Measure “C” ADA/Seniors** – This \$825,000 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 CalVans.

**Work Element 220 Transportation Program Development** – Approximately \$431,000 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** – Approximately \$206,000 is budgeted to coordinate with member agencies and other governmental units.

**Work Element 311 Public Participation** – Approximately \$214,000 is programmed for public involvement in the Fresno COG planning process.

**Work Element 313 Environmental Justice** – Approximately \$34,000 is programmed to provide environmental justice analysis for disadvantaged communities and stakeholder groups.

**Work Element 320 Technical Assistance** – Approximately \$289,000 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/grant writing.

**Work Element 340 Transportation Demand Management (TDM)** – Approximately \$28,000 is programmed for TDM activities related to the Valleyrides ridesharing program.

**Work Element 350 Fresno Regional Data Center** – Approximately \$59,000 is programmed to maintain census and population related statistics vital to the planning process.

**Work Element 360 One Voice Advocacy** – Approximately \$153,000 is programmed for the “One Voice” trip to Washington D.C. 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 411 Ag Mitigation for Transportation Projects** – Approximately \$8,000 is programmed to continue the discussion of farmland mitigation.

**Work Element 420 Regional Housing Needs** – Approximately \$18,000 is budgeted to monitor Regional Housing Needs Allocation requirements.

V. **Valleywide Coordinated Activities**

**Work Element 820 Valley RTPA Coordination** – General activities associated with this \$243,000 budget include a \$130,000 consultant contract to coordinate the Valleywide planning effort and interagency coordination.

VI. **Administrative Activities**

**Work Element 910 COG Administration** – Approximately \$173,000 is programmed to cover non-federal/state general administration.

**Work Element 911 Overall Work Program** – Approximately \$63,000 is programmed to develop and monitor the Overall Work Program.

**Work Element 912 Transportation Funds Admin.** – Approximately \$154,000 is programmed to administer Transportation Development Act trust funds, distributing \$47 million to member agencies.

**Work Element 920 – 930 Local Agency Administration** – Approximately \$485,000 is budgeted for 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 its 27<sup>th</sup> year. Approximately \$475,000 is budgeted to provide assistance to motorists on the state highway system in Fresno.