

February 2, 2011

Memorandum

TO: Transportation Technical Committee
Policy Advisory Committee
COG Policy Board

FROM: Tony Boren, Executive Director
Barbara Steck, Deputy Director
Les Beshears, Finance Director

SUBJECT: Draft FY 2011-12 Overall Work Program

Recommendation:

Staff recommends release of the draft FY 2011-12 Overall Work Program, totaling \$14,333,673, for a 45 day review and comment period.

Summary:

The FY 2011/12 Overall Work Program (OWP), totaling \$14,333,673, is submitted for your review. This year's budget total reflects a decrease of 15% (\$2,610,784) from the approved FY 2010-11 budget. Federal revenues decreased \$461,477 reflecting completion of the FTA 5307 funded *Very Fast Starts* rapid transit project and a lower draw on FHWA PL reserves. State revenues increased 8% largely due to a Prop 84 state grant for Sustainable Communities, which offsets lower funding activity in Blueprint planning. Local Revenues decreased 41%, (\$2,550,683) largely due to completion of the large Measure "C" funded Public Transportation Infrastructure Study.

Budget and Work Element Format changes

In an effort to simplify presentation, remove duplication, respond to Funding Agency oversight, and provide greater transparency - changes are being made to the formats of various budgetary documents. All budgetary items, including prior year encumbrances, must be re appropriated each year, therefore, the Revenue and Expense budget pages in Appendix I, the columns for prior encumbrances has been collapsed and the information included in the proposed current budget column. Also on the Budget expense report, the category for *Agency Pass Through* and *Other Direct Costs* have been combined into a category that includes all special projects and major programs. The detail for each program can still be found by funding source on the schedule for *Other Project Detail*. This detail is also carried forward to the individual work elements to allow the reviewer to determine with a quick glance the specific funding of each project component.

Employee Education, Training, and Travel

The agency always prides itself on having a broad range of expertise in the areas it deals with, however the mean employee age is getting younger and as senior employees approach retirement, a vast pool of institutional knowledge is being diluted. To offset that trend management has determined to provide employees opportunities to attend select conferences and training sessions specific to their area of expertise. In addition, our areas of responsibility have been branching out in new directions such as Valley Wide MPO Coordination, SB375 Implementation, Blueprint and Sustainable Communities planning, all requiring indoctrination and coordination activities up and down the valley. Our \$26,000 travel budget has traditionally been included as an overhead item that is spread across all funding sources, and on previous recommendations from Caltrans Audits, we carry a \$5,000 budget in work element 910 for *Travel & Mileage* that is ineligible for state or federal participation. As new responsibility puts demands on those budgets, management has determined to separate out eligible activities and charge them directly to appropriate work elements. To this extent the 2011/12 budget includes a combined \$13,000 in Training and Travel budgets spread through work elements 111 Transportation Modeling, 170 Regional Transportation Plan (RTP), 220 Transportation Program Development, 413 SB 357 Implementation, and 820 Valley Wide Coordination.

Public Outreach

In accordance with our adopted Public Participation Plan and federal requirements \$15,000 in additional funding is being spread through work elements 170 Regional Transportation Plan (RTP), 413 SB 357 Implementation, and 820 Valley Wide Coordination.

Agency Pass Thru

The Intermodal Planning Group has recommended we take a good look at all agreements over ten years old, including our Agency Pass Thru agreements. These Pass Thru agreements were put in place years ago when the COG used planning staff at the County, Fresno, and Clovis to perform a substantial amount of the required planning work. However in recent years, as the agency has grown, changing emphasis areas has resulted in that effort being concentrated in a few specific areas. To reflect this, the Agency Pass Thru category is eliminated and specific product oriented projects will be carried in the Special Programs category detailing the agency, project amount, and funding source. The total budget amount to these agencies remains unchanged and a locally funded reserve is provided in Work Element 310, *Intergovernmental Coordination*, for the agencies to provide their traditional review, comment, and oversight activities associated with the various COG documents and processes.

The six primary components of the program 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, which the COG is statutorily responsible for.

Work Element 111 - Regional Transportation Modeling This program includes \$100,000 to develop a new Traffic Monitoring program in compliance with our new Congestion Management Process and \$50,000 to do Travel Studies. There is also a new budget for \$15,000 Sketch Modeling Software.

Work Element 117 – Golden State Corridor. \$225,000 of Measure "C" is being carried over to complete the planning, preliminary engineering and environmental documents for the Golden State Corridor.

Work Element 120 – Public Transportation Urban. This Urban Transit planning effort programs \$100,000 of FAX's Section 5307 grant for Transit studies as needed and \$50,000 to compete a regional Transit Consolidation study.

Work Element 121 – JARC and Work Element 122 – New Freedom \$2.5 million in Federal Transit Administration Sect. 5316 and Sect. 5317 grant programs provide funds to eligible projects.

Work Element 152 - High Speed Rail - \$140,000 in Measure "C" Planning funds are being set aside for planning activities surrounding High Speed Rail downtown station, including planning by the County and Fresno.

II. Transportation Program Development

WE 170 Regional Transportation Plan - \$110,000 is budgeted to develop project selection and performance measures for the RTP.

WE 210 Measure "C" Extension - This \$197,447 work element continues work done previously to implement the Measure and update the Capital Projects Strategic Plan.

WE 211 Measure "C" – Oversight Committee - This work element provides \$11,500 for staff support of the Oversight Committee.

WE 212 Measure "C" – Rideshare/Van Pool This work element provides \$399,000 to cover the cost of the Rideshare/Van Pool program.

WE 214 Measure "C" –Seniors/Paratransit/Taxi Scrip - This work element provides \$260,000 to administer the senior taxi scrip program. The program is growing in popularity.

WE 215 Measure "C" - Farmworker Van Pool - The Farmworker Van Pool program is budgeted for \$123,800.

WE 220 Transportation Program Development - This \$290,000 work element contains \$50,000 for leasing web-based software to coordinate the various aspects of administering federal aid project applications with modeling air quality conformity, congestion management and financial constraint.

III. Services and General Coordination

Work Element 360 – “One Voice” Advocacy - This \$192,000 work element budgets the cost of the federal and state “One Voice” and “Valley Voice” advocacy programs at both the local and regional levels. These activities are ineligible for state and federal participation and must be funded by local assessments.

IV. Regional Coordination of Transportation, Land Use & Housing

Work Element 410 – Blueprint Planning – We anticipate \$990,175 will remain for the various Valley MPO’s to compete this multi county planning effort.

Work Element 412 –Interregional Land Use & Transportation Planning- The City of Fresno applied for and was awarded a \$345,000 grant to Assess Land Use Impacts on SR99 and develop related plans, policies and programs.

Work Element 415 – SJV IPlaces Pilot Program - Includes a \$350,000 SPR grant to look at various Land Use planning scenarios.

V. Valleywide Coordinated Activities

Work Element 811 SJV Valley Goods Movement – This \$650,000 Valley Wide planning effort combines \$300,000 SPR funds with \$350,000 planning and local matching funds from the various valley MPO’s to take a comprehensive look at Valley Goods Movement.

Work Element 813 Strategic Growth Model – We received a \$2.5 million Prop. 84 grant to develop land use modeling tools for the San Joaquin Valley.

Work Element 814 Sustainable Communities – This \$1,000,000 Prop. 84 grant is to develop an approach to Sustainable Communities Strategies; general plan training for cities and counties in the San Joaquin Valley and a San Joaquin Valley Greenprint as a companion piece to the Blueprint.

Work Element 820 Valley RTPA Coordination - General Activities associated with coordinating Valleywide planning include a \$62,000 contract to coordinate the Valleywide planning effort and \$45,000 for Air Quality liaison. The cost of this contract is split among the Valley partners. There is also \$150,000 funded by the Air District to do a California Household Survey.

VI. Administrative Activities

Work Element 940 Freeway Service Patrol - The Freeway Service Patrol is continued for a 19th year of operation. The budget is increased to \$346,000 in anticipation of rebidding the contract.

Work Element 950 Abandon Vehicle Abatement Program - The COG has been designated the local Abandoned Vehicle Abatement Service Authority to administer the AVA Program and Plan. The program is funded by an assessment of a \$1 additional registration fee to be used exclusively for the purpose of abandoned vehicle abatement within Fresno County.

Staffing

There is one less position in the staff chart this year reflecting elimination of a position that had been held open for an employee with a long term health condition. Nominal increases are provided for COLA and benefit increases. Staff continues to monitor health insurance cost in light of the current federal issue under debate. Our health insurance broker indicates renewals are currently coming in under 15%. Savings from management action in the previous year dramatically reduced the net cost of health

insurance to the agency therefore even with anticipated reasonable increases, benefits show a reduction in cost.

Office Overhead

Our lease contract contained renewal provisions that escalated the lease \$10,683. It is also anticipated the cost of PG&E and maintenance will increase \$8,200 from 2010/11. Staff renegotiated leases on copier equipment that will lower lease cost \$2,500 and anticipate printing savings of \$4,664. Other savings were recognized in Postage, Insurance and Subscriptions, reflecting a net decrease in overall overhead expenses of \$781.