



FRESNO COUNTY TRANSPORTATION AUTHORITY  
MEASURE C EXTENSION 2007-2027

FY 2012-2013 PROPOSED OPERATING BUDGET  
Approved by the Board on June 6, 2012

This is the sixth 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 2012-13 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 2012 to recognize the incurred liability and associated appropriation.

As the narrative notes, total salaries and benefits and administrative expenses must not exceed 1% of the sales tax revenues. 2012-2013 budgeted salaries, benefits and administrative expenditures total \$302,564, and is less than 1%.

<b>ESTIMATED NET SALES TAX REVENUE</b>	<b>\$60,263,453.00</b>
<b>ESTIMATED INTEREST INCOME</b>	<b>\$1,100,000.00</b>
<b>TOTAL:</b>	<b>\$61,363,453.00</b>

(Estimates prepared by the Auditor in accordance with requirements of Public Utilities Code Section 14200 et seq.)

**2012-2013**  
**FRESNO COUNTY TRANSPORTATION AUTHORITY**  
**EXTENSION OPERATING BUDGET**

**TABLE OF CONTENTS**

Budget Summary .....	1
Administrative Expenditure Budget Summary .....	2
Services and Supplies Expenditure Budget Summary.....	3
Budget Narrative.....	4



## ADMINISTRATION EXPENDITURE BUDGET SUMMARY

<b><u>6000 SALARIES AND BENEFITS</u></b>	<b>Approved 11-12</b>	<b>End of Year Anticipated</b>	<b>2012-2013 Recommended</b>
6100 Regular Salaries	203,176	203,176	203,176
6350 Unemployment Insurance	840	840	900
6400 Retirement Contribution	27,650	27,650	27,650
6500 FICA/Medicare	2,947	2,947	2,947
6550 Workers Compensation	2,792	2,792	2,792
6600 Health and Dental Insurance	12,768	12,768	12,768
6650 Life and Disability	2,436	2,436	2,525
<b>Salaries and Benefits Subtotal:</b>	252,609	252,609	252,758
<b><u>7000 ADMINISTRATIVE EXPENSES</u></b>	<b>Approved 11-12</b>	<b>End of Year Anticipated</b>	<b>2012-2013 Recommended</b>
7040 Telephone Charges	2,500	2,500	2,500
7250 Memberships, Subscriptions and Documents	750	750	750
7265 Office Expenses	8,000	8,000	8,000
7294 Professional and Specialized Contracts (COG)	1,300	1,300	1,300
7340 Rents and Leases	7,200	7,200	9,156
7385 Small Tools and Equipment	3,000	3,000	3,000
7415 Transportation and Travel (Staff and Board)	9,000	9,000	9,000
7417 Transportation and Travel (Comm. and Adv. Boards)	4,500	4,500	4,500
7544 Management Services (CAO)	1,500	1,500	1,500
7546 Other Purchased Services (City of Fresno)	100	100	100
<b>Administrative Expenses Subtotal:</b>	37,850	37,850	39,806
<b><u>8000 FIXED ASSETS AND CAPITAL EQUIPMENT</u></b>	<b>Approved 11-12</b>	<b>End of Year Anticipated</b>	<b>2012-2013 Recommended</b>
8991 Contingency	10,000	10,000	10,000
<b>Contingency Reserve Subtotal:</b>	10,000	10,000	10,000
7490 Unallocated Administrative Reserve	225,276	225,276	293,597
<b>Administrative Reserve Subtotal:</b>	225,276	225,276	293,597
			<b><u>596,161.00</u></b>
<b><u>GRAND TOTAL ADMINISTRATION:</u></b>			

## SERVICES AND SUPPLIES EXPENDITURE BUDGET SUMMARY

<b><u>7000 SERVICES AND SUPPLIES</u></b>	<b>Approved 11-12</b>	<b>End of Year Anticipated</b>	<b>2012-2013 Recommended</b>
7295 Professional and Specialized Contracts (General)	632,100	632,100	523,272
7370 Contracts Roads (PW&DS)	3,000	3,000	3,000
7400 Special Departmental	5,800	5,800	5,800
7491 Accounting (A-C/T-TC)	70,275	70,275	67,500
7492 Audit Expense	40,300	40,300	40,300
7504 Legal Expense (County Counsel)	15,000	7,000	7,500
<b>Services and Supplies Subtotal:</b>	766,475	758,475	647,372
<b><u>GRAND TOTAL SERVICES AND SUPPLIES:</u></b>			\$647,372

## BUDGET NARRATIVE

9609/42527

### **ADMINISTRATION**

### **SALARIES AND BENEFITS**

### **APPROPRIATION**

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#### 6000 SALARIES AND BENEFITS

Division 1000

6100 Regular Salaries 203,176.00

Represents existing salary structure for two employees.

6350 Unemployment Insurance 900.00

Represents contribution for two employees.

6400 Retirement Contributions 27,650.00

Contribution to retirement plan per employee contracts.

6500 FICA/Medicare 2,947.00

6550 Workers Compensation 2,792.00

Required contribution to Workers Compensation Insurance.

6600 Health Insurance 12,768.00

Contribution to the health, dental and optical insurance program of two employees as provided by current employment contracts.

6650 Life and Disability Insurance 2,525.00

Contribution to the life and disability benefit of two employees, insurance provided through Council of Fresno County Governments.

**Salaries And Benefits Subtotal: 252,758.00**

9609/42527

### **ADMINISTRATION**

### **APPROPRIATION**

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#### 7000 Administration

Division 1000

7040 Telephone Charges 2,500.00

(No change.) Includes equipment rental, estimated long distance, fax, and internet connection costs for the Authority Administration office. This budgetary item is split between the Original and Extension budgets.

**ADMINISTRATION****APPROPRIATION**7000 Administration

Division 1000

7250 Membership, Subscriptions and Documents 750.00

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

Subscriptions:

- Fresno Bee (\$167), Clovis Independent (\$24), Business Journal (\$59), Capitol Inquiry (\$148), Legislative Update (\$169).

Misc. Documents:

- Anticipated documents for Authority use such as local program manuals, Standard Specifications and Plans (Caltrans), California Debt Advisory Commission. Total (\$183)

7265 Office Expense 8,000.00

(No change.) Estimated office supply expenditures for the Administration office. Expenses include pre printed forms, stationery, pens, paper, pencils, petty cash, copying costs, postage, maintenance contracts for office equipment, software, nameplates etc. (\$8,000)

7294 Professional and Specialized Contracts (COG) 1,300.00

Not to exceed contract with Council of Fresno County Governments for the following:

- (No Change) 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 \$2,600 is split between the Original and Extension budgets. (\$1,300)

7340 Rents and Leases –Building 9,156.00

The current office lease payments were increased by the County this fiscal year by \$156 annually and a new annual cost for outside storage of all Original archived Measure files along with new Extension files which will be moved into a storage unit at an annual cost by \$3,600. The total combined annual cost of \$18,312 for all leases will be split between the Original and Extension budgets. (\$9,156)

**ADMINISTRATION****APPROPRIATION**7000 Administration

Division 1000

7385 Small Tools and Equipment 3,000.00

(No change.) This category includes small office equipment such as calculators, postage meter rental, worktable, display boards, etc. In addition, this budget category provides funding for special software programs for accounting, tape back-up, label printer, etc.

7415 Transportation and Travel (Staff and Board) 9,000.00

(No change.) This category budgets up to two (2) travel meetings a month for the Executive Director or Authority members. Reimbursement based on actual cost and Board adopted policies and procedures. Purpose/functions of the trips to include:

- 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

7417 Transportation and Travel (Commissions and Advisory Boards) 4,500.00

(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.



9609/42527

**ADMINISTRATION**

**APPROPRIATION**

7000 Administration

Division 1000

7544 Management Services (County) 1,500.00

(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.

7546 Other Purchased Services (City of Fresno) 100.00

(No change.) Funding to allow reimbursement to the City of Fresno for possible related services.

**Administrative Expenditures Subtotal: 39,806.00**

8000 FIXED ASSETS AND CAPITAL EQUIPMENT

Division 1000

8991 Administrative Contingency 10,000.00

(No Change.) This contingency category would fund items upon Board approval, such as possible recruitment expenses, lease increases, salary increases, benefits increases, unforeseen administrative costs, etc.

**Contingency Subtotal: 10,000.00**

7000 ADMINISTRATION

Division 1000

7490 Unallocated Administrative Reserve 293,597.00

(No change.) 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: 293,597.00**

**GRAND TOTAL ADMINISTRATION: \$596,161.00**

9610/42528

**SERVICES AND SUPPLIES**

**APPROPRIATION**

7000 SERVICES AND SUPPLIES

Division 1000

7295 Professional and Specialized Contracts (General) \$523,272.00

- Public information/education program approved in 2010 – consultant services to continue public outreach and education, website maintenance, support efforts for Annual Report, and design/publish FACT Sheets and other handout materials for participating local agencies. (\$340,500).
- (No Change) Professional services and assistance from County or outside vendor on Annual Report preparation, graphics and duplication. (\$8,000)
- (No Change) State Legislative Advocacy Services. (\$42,000)
- (No Change) Financial Advisory Services. (\$48,800)
- (No Change) Public relations materials and expenses (signs, videos, information sheets invitations, etc). (\$60,000)
- (No Change) Dues for Self-Help Counties Coalition. (\$5,500)
- (No Change) Errors and Omissions and Contents Insurance. (\$900)
- 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 \$17,572 is \$3,072 higher than last year reflecting the increase in activity for these accounts and is Extension budget only. (\$17,572)

7370 Contract Roads (PW & DS) 3,000.00

(No change.) A contract based on budgeted, not-to-exceed amount with Fresno County Public Works Department for administrative support to Authority including duplication and collating services and requested attendance at Authority meetings.

7400 Special Departmental 5,800.00

- (No change.) Authority Board remuneration. (\$5,800)
- This includes remuneration for nine (9) Board Members, six (6) meetings, not to exceed \$100 per month for a total of \$5,400 and expenses for mini-conference and other minor meeting expense items for a total of \$400.

9610/42528

**SERVICES AND SUPPLIES**

**APPROPRIATION**

7000 SERVICES AND SUPPLIES

Division 1000

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

67,500.00

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.

This total budget estimate of \$135,000 is \$2,775 lower than last year and is based upon a cost analysis by the Fresno County AC/T-TC. This total budget category is split between the Original and Extension budgets. (\$67,500)

7492 Audit Expense

40,300.00

- (No Change) Estimated overall auditing expenses for the Authority, including the audit of its financial transactions for FY 2011-12. Total anticipated Authority audit expenses amount to \$35,000. This total budget category is split between the Original and Extension budgets. (\$17,500) Brown, Armstrong
- (No Change) This category includes a contract for field audits required by the Measure C Extension Expenditure Plan for all participating agencies receiving extension funds. (\$22,800) Dedekian

9610/42528

**SERVICES AND SUPPLIES**

**APPROPRIATION**

7000 SERVICES AND SUPPLIES

Division 1000

7504 Legal Expense (County Counsel)

7,500.00

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. Hourly rate \$113.00 an hour. Total anticipated expenses amount to \$15,000 which is a reduction of \$15,000 from the previous year. This total budget category is split between the Original and Extension budgets. (\$7,500)

**Services And Supplies Subtotal:** 647,372.00

**GRAND TOTAL SERVICES AND SUPPLIES:** \$647,372.00

9603-42521

**REGIONAL TRANSPORTATION PROGRAM –  
URBAN PROJECTS CATEGORY**

**APPROPRIATION**

7898 Unallocated

9,100,364

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: \$9,100,364.00**

9604-42522

**REGIONAL TRANSPORTATION PROGRAM -  
RURAL PROJECTS CATEGORY**

**APPROPRIATION**

7898 Unallocated

9,193,464

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: \$9,193,464.00**

9521-42429

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

**APPROPRIATION**

7898 Unallocated

1,329,438

This is a “holding” category for the Regional Transit Program. Specifically the New Technology Reserve Project(s). As the program is further defined and is approved by the Authority, funds will be allocated to the correct category.

**GRAND TOTAL REGIONAL PUBLIC TRANSIT PROGRAM- NEW  
TECHNOLOGY RESERVE CATEGORY: \$1,329,438.00**

9606/42524

**ALTERNATIVE TRANSPORTATION PROGRAM-  
RAIL CONSOLIDATION CATEGORY**

**APPROPRIATION**

7898 Unallocated

3,767,565

This is a “holding” category for Alternative Transportation Program. Specifically the Rail Consolidation project(s). As a project becomes further defined and is approved by the Authority, funds will be allocated to the correct category.

**GRAND TOTAL RAIL CONSOLIDATION ALTERNATIVE  
TRANSPORTATION PROGRAM CATEGORY:**

**\$3,767,565.00**

9607/42525

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

**APPROPRIATION**

7898 Unallocated

1,397,770

This is a “holding” category for the Environmental Enhancement Program. Specifically the school bus replacement project(s). As the program is further defined and is approved by the Authority, funds will be allocated to the correct category.

**GRAND TOTAL SCHOOL BUS REPLACEMENT-ENVIRONMENTAL  
ENHANCEMENT CATEGORY:**

**\$1,397,770.00**

9608/42526

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

**APPROPRIATION**

7898 Unallocated

753,993

This is a “holding” category for the transit oriented infrastructure for In-fill program. Not project specific. As this program comes on line and is approved by the Authority, funds will be allocated to the correct category.

**GRAND TOTAL TRANSIT ORIENTED INFRASTRUCTURE FOR IN-  
FILL DEVELOPMENT ENVIRONMENTAL ENHANCEMENT  
CATEGORY:**

**\$753,993.00**

**LOCAL TRANSPORTATION & PASS-THROUGH FUNDS** **APPROPRIATION**

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7885 Contribution 34,577,327

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 (\$20,627,165)  
(Local Allocation, Pedestrian/Trails/Bicycle Facilities)
- Regional Public Transit Program
  - 9495/42401 – 9497/42403
    - 7885 (FAX, Clovis Transit, FCRTA (\$11,720,522)
  - 9498/42404
    - 7885 Public Transportation Infrastructure Study (\$172,886)
  - 9499/42405 – 9518/42426
    - 7885 ADA/Seniors/Paratransit (\$470,966)
  - 9519/42427 / 9520/42428
    - 7885 Farmworker/Car/Can Pool (\$691,547)

9605/42523

- Regional Transit Airport Fund (\$596,161)

9611/42529

- COG Administration Costs (\$298,080)

**GRAND TOTAL LOCAL TRANSPORTATION**  
**& All PASS-THROUGH FUNDS:** **\$34,577,327.00**

# 930 Fresno County Transportation Authority Admin.

## 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 increase for transportation purposes. This tax was scheduled to expire on July 1, 2007, however, by virtue of a regional consensus oriented process, the voters of Fresno County chose to reauthorize or extend the 1/2 cent sales tax in November 2006. The reauthorized sales tax is anticipated to raise approximately \$1.7 billion in revenue for transportation purposes. 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 for FY13.

Revenues	\$\$\$	Expenditures	\$\$\$	-py-
FTA MPO 5303		Fresno COG	1,300	.02
FTA 5316/5317		County		
FTA Section 5307		Fresno		
FTA 5305		Clovis		
FHWA PL		FCEOC		
STIP/PPM		Contracts		
STATE SPR				
PARTNER PLANNING				
PARTNER SEED GRANTS				
CAL BLUEPRINT				
STATE PARTNERSHIP				
FSP				
SPR				
LTF				
OTHER	1,300			
<b>Total</b>	<b>1,300</b>	<b>Total</b>	<b>1,300</b>	<b>0.02</b>