



SACOG Board of Directors

May 9, 2013

Final Budgets for Fiscal Year 2013-14

Issue: The final Fiscal Year 2013-14 Budgets are ready for Board action.

Recommendation: The Government Relations & Public Affairs Committee reviewed and unanimously recommends that the Board adopt the Fiscal Year 2013-14 (1) SACOG Operations Budget, including the Indirect Cost Plan, and (2) Board of Directors and Advocacy Budget.

Committee Action/Discussion: SACOG manages two primary budgets. The first and largest budget is SACOG's basic Operations Budget to cover the Overall Work Program (OWP) activities. The Operations Budget is funded mainly through several continuing federal and state revenue sources, supplemented by short-term specific discretionary and non-discretionary grants and contracts. The second budget, the Board of Directors and Advocacy Budget, is much smaller and covers Board costs such as per diem and mileage expenses, as well as the agency's state and federal advocacy efforts. The Board of Directors and Advocacy Budget is primarily funded by annual dues payments from SACOG member cities and counties and a portion of SACOG's interest earnings, consistent with federal and state funding restrictions.

(1) SACOG Operations Budget

As was noted when the draft budget was presented to the Committee and Board in March, the Operations Budget balances current year revenues with current year expenditures. This is largely attributable to four factors: cost containment measures relating to staffing, overhead cost, and legal expenses; concessions from a cooperative Employee Association; discretionary grant awards through staff's entrepreneurial efforts with state and federal agencies; and some modest increases in federal and local funds.

Since the Board released in March the SACOG budgets for a 30-day public review, the only comments relevant to the Operations Budget came from Caltrans. These comments, and staff's responses, as described in Attachment H, result in a small budget shift, with a negligible impact in the SACOG Operations Budget for FY 2013-14.

By way of background, in FY 2010-11, for the first time, the Board authorized the use of \$1 million out of SACOG's approximately \$6 million in reserve funds to cover costs in the FY 2010-11 Operations Budget. At that time, staff estimated that the sunseting of earmarks/grants and the reduction in Local Transportation Fund (LTF) planning and administration due to the decline in sales taxes likely also would require SACOG to draw on approximately \$500,000 in reserves in each of FY 2011-12 and FY 2012-13. However, rather than using up to \$2 million in reserves over the three fiscal years—FY 2010-11, FY 2011-12, and FY 2012-13—staff is now projecting a small increase (\$22,000) in fund balance after including the new FY 2013-14 period. A brief recap of each year is presented below.

- FY 2010-11: While the original Operations Budget projected reserve spending of just over \$1 million, year end fund balance actually increased by \$987,395. It should be noted that \$386,012 of this amount was due to surplus recovery of indirect costs which, as noted below, is being adjusted in FY 2012-13.

- FY 2011-12: While the original Operations Budget projected reserve spending of approximately \$850,000, the year-end fund balance reduction was \$618,776 after cost-containment actions were taken.
- FY 2012-13: The Operations Budget adopted last May balanced current year revenues and expenses except only for an indirect cost or overhead adjustment from FY 2010-11. Essentially, SACOG received excess revenues for indirect expenses in FY 2010-11 that it is adjusting for in FY 2012-13. As a result, the Operations Budget adopted in May 2012 projected approximately \$296,000 in reserve funds—e.g., a portion of the excess funds received in FY 2010-11.

Staff continues to track year-to-date progress on the current year budget and is proposing changes in Agenda Item #2 amending the FY 2012-13 Operating Budget to reflect the latest information. The net fiscal impact of these changes keeps the agency on a course consistent with the Budget parameters for fiscal years 2012-13 and 2013-14 discussed with the Committee and the Board in March. Partially due to staff availability constraints from unfilled positions and delays requested from external project partners, a number of grant-funded projects are occurring more slowly than anticipated. The slower grant funding is expected to result in an increase in reserve spending by an additional \$300,000 for FY 2012-13. However, any such increase will be offset by an increase in grant revenues in FY 2013-14, as SACOG completes those grant funded projects. It should also be noted that if the economy continues to improve, an increase in planning and administration revenues derived from a sales tax source (LTF) will reduce substantially the total reserve need for FY 2012-13.

- FY 2013-14: The draft Operations Budget projects a surplus of current year revenues after covering expenses. Additionally, the budget includes the recovery of \$148,000 in indirect (overhead) costs from FY 2011-12.

As summarized in the preceding bullets, over four years, there is a positive fund balance with no use of reserve funds. Notwithstanding the foregoing, due largely to expiration of several grants, very preliminary projections for FY 2014-15 forecast a deficit of just over \$1 million. It should be noted, however, that no additional contract or grant revenues not already in hand are included in the revenue part of that forecast, almost certainly an overly conservative assumption. In the past, we have substantially closed or eliminated gaps of that size during the months that transpire before the next year's budget is adopted.

Staff continues to carefully monitor federal, state, and local government actions, and the overall state of the economy, and does not recommend spending the FY 2013-14 budget surplus at this time. Staff will monitor revenue trends and will continue to evaluate additional resource needs in FY 2013-14. At the same time, there is active monitoring of identified funding sources, and staff also will continue to pursue entrepreneurial opportunities for new revenues. Staff is also investigating prudent investment options for a higher return on the funds in the SACOG Financing Corporation account and will return to the Committee in a future month with options for consideration.

(2) Board of Directors and Advocacy Budget

The Board of Directors and Advocacy Budget is much smaller than, and separate from, the Operations Budget because it funds activities that cannot be funded with state and federal funds, including Board per diem and other expenses, as well as state and federal advocacy work.

For FY 2009-10, SACOG provided a 20 percent reduction in member dues in recognition of the challenging economic times, and we have not increased member dues over the subsequent three budget cycles. This Budget

continues the dues reduction for FY 2013-14, but this is only possible due to the following cost reduction strategies implemented over the last several years:

1. A reduction in association memberships and negotiation of reduced dues for those memberships maintained.
2. Continuing the significant restructuring of both our state and federal advocacy contracts. Over the last several years, the contracts were reduced by over 60 percent, as the agency has relied on its strong internal resources at the state and federal levels.
3. Projected savings of approximately \$22,000 in the current fiscal year.

These cost reductions are especially essential this year because it is the fifth year of the member dues reductions, and there is a further reduction in consultant activity that is being offset by additional staff effort. As with the last three budget cycles, this draft budget also utilizes modest reserves from the Board and Advocacy Fund. At the end of Fiscal Year 2013-14, the Fund reserves balance is projected to be at \$173,000.

Approved by:

Mike McKeever
Chief Executive Officer

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Attachments:

Attachment A: Summary of Revenues and Expenditures, which is a summary of the Overall Work Program activity, the Board of Directors and Advocacy Budget costs, and the expected equipment expenditures.

Attachment B: Summary of Overall Work Program (OWP) Revenue Sources, which provides more revenue detail by funding category (e.g., federal, state, local).

Attachment C: FY 2013-14 Total Overall Work Program Direct Services and Pass Through Project Revenue Estimates, which identifies revenue sources by category and is formatted for the benefit of our federal and state funding agencies.

Attachment D: FY 2013-14 Total Overall Work Program Direct Services and Pass Through Project Cost Estimates, which identifies costs by budget category and is formatted for the benefit of our federal and state funding agencies.

Attachment E: Indirect cost expenditures used and applied against the projects in the OWP; reflects the proposed indirect rate used for FY 2013-14.

Attachment F: Board of Directors and Advocacy Budget for FY 2013-14.

Attachment G: Equipment Expenditures for FY 2013-14.

Attachment H: Comments and Responses on the Draft FY 2013-14 Operations Budget and OWP

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SACRAMENTO AREA COUNCIL OF GOVERNMENTS
Fiscal Year 2013 - 2014
SUMMARY OF REVENUES AND EXPENDITURES

REVENUES:**Overall Work Program:**

Federal	\$	35,141,927
State		7,453,410
Local		4,211,015
Services to Others		239,950
In-Kind & Matching Funds from Others		1,510,506
Paratransit, Inc Four Party Agreement Funds		53,789
Use of SACOG Managed Fund Committed to Projects		1,797,000
Use of SACOG Undesignated Fund Balance		-
Use of SACOG Undesignated Fund Balance for Equipment		-
Subtotal - OWP Revenues		<u>50,407,597</u>

Board of Directors and Advocacy

Member Dues and travel costs	\$	284,270
Use of Board of Directors Committed Fund Balance		29,797
Interest		10,000
Subtotal - Board and Advocacy Revenues	\$	<u>324,067</u>

TOTAL REVENUES

\$	50,731,664
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EXPENDITURES:***Overall Work Program:**

Direct Labor and Benefits	\$	6,508,932
Direct Consulting Costs		3,028,232
Direct Pass - through to Other Agencies		24,013,263
Direct Equipment and Software (Connect Card project)		5,015,000
Direct Pass - through SACOG Managed Fund Project Expenditures		1,797,000
Direct Other Costs (Printing, meetings, etc)		630,228
Known Costs Carried into 14/15		6,107,385
Indirect Costs * (allocated amount)		3,135,352
Indirect Costs carryforward amount from FY 11-12		(148,005)
Total OWP Expenditures	\$	<u>50,087,387</u>

Board of Directors and Advocacy Costs

\$	324,067
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Equipment (computers, equipment) Expenses

\$	<u>70,000</u>
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TOTAL EXPENDITURES

\$	<u>50,481,454</u>
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Subtotal - Total Revenues Less Total Expenditures

\$	<u>250,210</u>
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*Some costs will carryforward into future years. Future costs are offset by revenues.

* SACOG does not budget for depreciation. However, it is included in the indirect costs for calculation of the Indirect Cost rate. Estimated depreciation = \$36,000 annually.

SACRAMENTO AREA COUNCIL OF GOVERNMENTS
Fiscal Year 2013-14
SUMMARY OF OVERALL WORK PROGRAM (OWP) REVENUE SOURCES

		Percentage of Total
Federal Funding:	\$ 35,141,927	69.72%
Federal Highway Administration - Metropolitan Planning (PL)	2,799,488	
Federal Transit Administration (Section 5303)	926,810	
Federal Transit Administration (Section 5304)	364,925	
Federal Transit Administration (Section 5307)	1,902,373	
Federal Transit Administration (Section 5316 and 5317 passtr)	2,929,115	
FHWA State Planning & Research (SPR Partnership)	588,479	
Congestion Mitigation and Air Quality	16,132,775	
Regional Surface Transportation Program	1,299,830	
FTA Funds for Fee for JARC Programs	200,000	
CEC - SMUD	63,504	
DOE - SMUD	469,170	
FTA Funding Passed through to Unitrans and SRTD	7,465,458	
State of California Funding:	\$ 7,453,410	14.79%
Planning, Programming, Monitoring	826,000	
High Occupancy Vehicle Fines	20,000	
Strategic Growth Council - Prop 84 Funding	1,116,657	
STIP Funding through the CTC	837,000	
Caltrans Safe Routes to School	7,040	
State of California Food and Agriculture	292,800	
Specialty Crop Block Grant Program Phase 2	85,000	
Public Transportation Modernization, Improvement & Service Enhancement Account (PTMSEA)	4,268,913	
Local Funds:	\$ 4,211,015	8.35%
Transportation Development Act - Planning & Administration	2,205,750	
Transportation Development Act - Administration	457,165	
Placer County Transportation Planning Agency (PCTPA)	310,865	
EI Dorado County Transportation Commission (EDCTC)	66,230	
Other Local Grants and Other	861,105	
Capitol Valley Regional SAFE (SAFE)	309,900	
Services to Others:	\$ 239,950	0.48%
Capitol Valley Regional SAFE (SAFE)	218,513	
Glenn County SAFE	2,963	
Sacramento County (ALUC)	18,474	
In-Kind Funds from Others:	\$ 1,510,506	3.00%
SECAT Program	1,259,430	
Transportation Management Associations (TMAs)	155,473	
Remaining in-kind	95,603	
Total Current Year Funds	\$ 48,556,808	96.35%
Paratransit Inc, 4-Party Agreement Funds	53,789	0.11%
Use of SACOG Managed Fund Committed to Projects	1,797,000	3.56%
Use of SACOG Undesignated Fund Balance	-	0.00%
Use of SACOG Undesignated Fund Balance for Equipment	-	0.00%
Total Use of Fund Balance	\$ 1,850,789	3.68%
Total OWP Revenues	\$ 50,407,597	100.00%

Element	Project #	Project	Total Expenditures	Difference (Revenues - Expenditures)	Total Revenues	PL	5303	FHWA PL ¹	FTA 5303 ²	FTA 5304	FTA 5307	FTA 5316/17	FHWA State Planning & Research (SPR Partnership Planning)	CMAQ	RSTP	Planning/ Programming/ Monitoring	Prop 84 Funding for SGC #1 and #2	STIP Funding from CTC	In-Kind or Matching funds from Others	Required Minimum	Over Match or Other	Use of Unassigned Fund Balance	Use of Assigned Fund Balance - 4 Party	Use of Unassigned Fund Balance for SACOG Managed Fund transactions	PTMISEA Matching Funds	Amount	Description	Notes	Grant Expiration Dates						
14-006 MTP/SCS Implementation	14-006-04	MTP/SCS Project Implementation	\$ 907,343	\$ (0)	\$ 907,343	\$ -	\$ -								\$ 140,000	\$ 245,363				\$ 37,994	\$ 483,986														
	14-006-05	Sustainable Communities Regional Planning Grant Program	\$ 6,778	\$ 0	\$ 6,778	\$ -	\$ -														\$ 6,778														
14-007 Member, Agency and Transportation Services	14-007-01	Project Delivery	\$ 351,928	\$ 58	\$ 351,986	\$ -	\$ -									\$ 339,969					\$ 12,017														
	14-007-02	Regional Information Center	\$ 263,528	\$ -	\$ 263,528	\$ 24,924	\$ 9,219	\$ 192,376	\$ 71,153																										
	14-007-03	Transportation Development Act Administration	\$ 457,165	\$ -	\$ 457,165	\$ -	\$ -															\$ 457,165													
	14-007-06	S11/STARNET Capital Improvements	\$ 1,194,987	\$ 13	\$ 1,195,000	\$ -	\$ -									\$ 973,830										\$ 221,170	Capitol Valley Safe Funds	CV SAFE reimburses SACOG for the Match. Added to the Matching dollars is \$95,000 of SAFE Funds for certain costs in contract.							
	14-007-07	Transportation Demand Management	\$ 1,355,397	\$ 76	\$ 1,355,473	\$ -	\$ -								\$ 1,200,000					\$ 155,473															
	14-007-08	S11/STARNET Operations	\$ 88,717	\$ 13	\$ 88,730	\$ -	\$ -																			\$ 88,730	Capitol Valley Safe Funds	CV SAFE Estimate only - In-kind match from RT for the Pass-through costs. This project has a grant balance remaining of \$62,790 + match.							
	14-007-09	S11 Automated Transit Trip Plan	\$ 69,762	\$ 3	\$ 69,765	\$ -	\$ -																												
	14-007-10	SECAT Program	\$ 10,980,212	\$ -	\$ 10,980,212	\$ -	\$ -																												
	14-007-13	Sustainability & Climate Action Planning	\$ 86,207	\$ 18	\$ 86,225	\$ -	\$ -									\$ 62,000					\$ 7,765														
	14-007-14	Integrated Basemap Program	\$ 162,169	\$ 33	\$ 162,201	\$ 7,292	\$ -	\$ 56,280								\$ 9,720,782						\$ 86,225													
	14-007-18	Capital Area Plug-In Electric Vehicle Planning	\$ 63,492	\$ 12	\$ 63,504	\$ -	\$ -																				\$ 63,504	California Energy Commission - SMUD	CEC - SMUD. 20% match from VV. This represent the remaining grants fund at 6/30/12.						
	14-007-20	Sacramento County Plug-In Electric Vehicle Planning	\$ 469,082	\$ 88	\$ 469,170	\$ -	\$ -																				\$ 469,170	Department of Energy - SMUD	DOE - SMUD. Grant balance at 6/30/12. Awaiting finalized contract to begin work.						
14-007-21	Shared Services	\$ 188,537	\$ 38	\$ 188,575	\$ -	\$ -																					\$ 188,575								
14-008 Pass-Through to Other Agencies	14-008-09	American River Crossings Alternatives Study	\$ 336,955	\$ -	\$ 336,955	\$ -	\$ -						\$ 269,564																						
	14-008-10	Unitrans ITS	\$ 304,101	\$ -	\$ 304,102	\$ -	\$ -																												
	14-008-11	SACOG Managed Fund Projects	\$ 1,797,000	\$ -	\$ 1,797,000	\$ -	\$ -																												
	14-008-12	YCTD Transportation Planning Intern	\$ 40,000	\$ -	\$ 40,000	\$ -	\$ -			\$ 35,412																									
14-008-13	SRTD Internship Program	\$ 37,298	\$ -	\$ 37,298	\$ -	\$ -			\$ 33,020																										
14-009 Miscellaneous Other Funding	14-009-04	SRTD Downtown-Natomas-Airport Rail Project	\$ 3,696,113	\$ -	\$ 3,696,113	\$ -	\$ -																			\$ 3,696,113	FTA/Sac Regional Transit District	FTA/Sac Regional Transit District - memo entry only							
	14-009-05	Downtown Riverfront Transit Alternatives Study	\$ 1,355,484	\$ 16	\$ 1,355,500	\$ -	\$ -			\$ 1,355,500																									
	14-009-06	SRTD Green Line Analysis and Environmental Review	\$ 3,769,345	\$ -	\$ 3,769,345	\$ -	\$ -																				\$ 3,769,345	Memo entry only	Memo entry only						
	14-009-07	Interregional TDM Action Plan	\$ 187,842	\$ 7	\$ 187,849	\$ -	\$ -																				\$ 187,849								
	14-009-08	Interjurisdictional TDM Action Plan	\$ 226,476	\$ 2	\$ 226,478	\$ -	\$ -																				\$ 226,478	Sutter County Funds	Sutter County is the lead.						
14-012 JARC	14-012-01	SRTD JARC Operating Assistance	\$ 539,489	\$ -	\$ 539,489	\$ -	\$ -																												
	14-012-02	Roseville Transit JARC Operating Assistance	\$ 135,282	\$ -	\$ 135,282	\$ -	\$ -																												
	14-012-03	Vanpool Incentive Program	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ -																												
	14-012-05	County of Sacramento Department of Health JARC	\$ 838,005	\$ -	\$ 838,005	\$ -	\$ -																												
	14-012-06	Yolo County Transportation District JARC	\$ 65,000	\$ -	\$ 65,000	\$ -	\$ -																												
	14-012-07	City of Roseville South Placer County New Freedom	\$ 38,000	\$ -	\$ 38,000	\$ -	\$ -																												
	14-012-08	Paratransit, Inc. New Freedom Mobility Management	\$ 265,241	\$ -	\$ 265,241	\$ -	\$ -																												
	14-012-09	SRTD New Freedom Capital Improvements	\$ 603,552	\$ -	\$ 603,552	\$ -	\$ -																												
	14-012-10	Western Placer CTSA New Freedom Operating Assistance	\$ 162,206	\$ -	\$ 162,206	\$ -	\$ -																												
	14-012-11	County of Sacramento Department of Health	\$ 40,036	\$ -	\$ 40,036	\$ -	\$ -																												
	14-012-12	Yolo County Transportation District	\$ 42,304	\$ -	\$ 42,304	\$ -	\$ -																												
	14-013 Sustainable Communities Strategy Implementation Grant (SGC#2)	14-013-01	SGC #2 Task A - RUCS	\$ 327,159	\$ -	\$ 327,159	\$ -	\$ -										\$ 306,076				\$ 21,082													
14-013-02		SGC #2 Task B - Infill and Health	\$ 51,370	\$ -	\$ 51,370	\$ -	\$ -															\$ 34,014													
14-013-03		SGC #2 Task C - Regional Climate Action Plan	\$ 167,926	\$ -	\$ 167,926	\$ -	\$ -															\$ 137,045													
14-013-04		SGC #2 Task D - PECAS Integrated Land Use/Transportation	\$ 239,155	\$ -	\$ 239,155	\$ -	\$ -															\$ 202,850													
14-013-05		SGC #2 Task E - SCS Information Center	\$ 22,845	\$ -	\$ 22,845	\$ -	\$ -															\$ 12,893													
14-013-06		SGC #2 Task F - Complete Streets and Parking Standards	\$ 104,577	\$ -	\$ 104,577	\$ -	\$ -															\$ 76,456													
14-015 Services to Other Agencies	14-015-01	Capitol Valley SAFE	\$ 218,472	\$ 41	\$ 218,513	\$ -	\$ -																			\$ 218,513	CVRS reimbursement	CVRS reimbursement							
	14-015-02	Glenn County SAFE	\$ 2,962	\$ 1	\$ 2,963	\$ -	\$ -																			\$ 2,963	Glenn County reimbursement	Glenn County reimbursement							
Total			\$ 50,235,392	\$ 1,034	\$ 50,236,426	\$ 362,703	\$ 120,078	\$ 2,799,488	\$ 926,810	\$ 364,925	\$ 1,902,373	\$ 2,929,115	\$ 588,479	\$ 16,132,775	\$ 1,299,830	\$ 826,000	\$ 1,116,657	\$ 837,000	\$ 1,510,506	\$ 238,702	\$ 2,630,138	\$ -	\$ -	\$ 1,797,000	\$ 4,268,913	\$ 10,067,716									

¹FHWA PL funds are matched with toll credits in the amount of \$321,101

²FTA 5303 funds are matched with toll credits in the amount of \$106,305

Element	Project #	Project	Total Budget	Salaries & Benefits	Indirect Services	Consultants/Membership/Legal for Specific Grant Projects	Consultants for HUD	Consultants/Membership/Legal for Non Grant Projects	Printing	Meetings/Other/in-kind	Pass-Through	Supplies/Data/Telecommunication	Equipment/Software	Marketing/Advertising	Costs for next fiscal year
14-001 Government Relations, Public Affairs and Administration	14-001-01	Interagency Relations	\$ 212,418	\$ 140,324	\$ 67,594				\$ 2,000	\$ 2,000		\$ 500			
	14-001-02	Program Management	\$ 921,994	\$ 620,160	\$ 298,731				\$ 1,102	\$ 2,000					
	14-001-03	Multi-Agency Planning and Coordination	\$ 210,123	\$ 139,484	\$ 67,189				\$ 250	\$ 2,000		\$ 1,200			
	14-001-04	Legislative Analysis	\$ 93,955	\$ 63,410	\$ 30,545										
	14-001-05	Education, Outreach and Marketing	\$ 262,329	\$ 149,038	\$ 71,791		\$ 20,000		\$ 20,000	\$ 1,500					
14-002 Long-Range Transportation Planning	14-002-01	Model Development	\$ 320,565	\$ 170,389	\$ 82,076			\$ 67,600		\$ 500					
	14-002-02	Pedestrian & Bicycle Planning	\$ 46,052	\$ 30,912	\$ 14,890					\$ 250					
	14-002-03	Regional Forecasting	\$ 199,725	\$ 134,795	\$ 64,931										
	14-002-04	Major Investment Studies	\$ 86,243	\$ 58,138	\$ 28,005					\$ 100					
	14-002-05	Human Services Transit Coordination & Paratransit	\$ 1,739	\$ 1,174	\$ 565										
	14-002-06	Goods Movement/Freight Planning	\$ 24,288	\$ 16,392	\$ 7,896										
	14-002-07	Regional Household Travel Study	\$ 5,846	\$ 3,945	\$ 1,901										
	14-002-11	Urban Footprint Maintenance and Collaboration	\$ 95,435	\$ 64,409	\$ 31,026										
14-003 Short-Range Transportation Planning and Studies	14-003-02	Complete Streets	\$ 5,958	\$ 3,549	\$ 1,709				\$ 100	\$ 600					
	14-003-03	SRTD Transit Planning	\$ 15,640	\$ 10,556	\$ 5,085										
	14-003-04	Downtown Sacramento Circulation Plan Implementation	\$ 10,342	\$ 6,980	\$ 3,362										
	14-003-06	Safe Routes to School	\$ 7,039	\$ 4,665	\$ 2,247					\$ 127					
	14-003-14	Online Bicycle Trip Planner	\$ 39,533	\$ 2,936	\$ 1,414	\$ 25,000			\$ 10,183						
	14-003-15	Paratransit, Inc. SRTP	\$ 53,778	\$ 34,350	\$ 16,546				\$ 1,171	\$ 1,711					
	14-003-16	YCTD Short Range Transit Plan	\$ 30,286	\$ 20,124	\$ 9,694					\$ 469					
	14-003-18	Unitrans Short Range Transit Plan	\$ 75,601	\$ 50,081	\$ 24,124					\$ 1,396					
	14-003-19	SACOG Transit Intern	\$ 6,448	\$ 4,352	\$ 2,096										
	14-003-20	CalVans JPA Implementation	\$ 205,316	\$ 4,736	\$ 2,281	\$ 198,299									
	14-003-21	Transit Grant Coordination & MAP 21	\$ 63,434	\$ 42,811	\$ 20,622										
	14-003-22	Prop 1B PTMISEA Grant Administration	\$ 23,163	\$ 15,633	\$ 7,530										
	14-003-23	Connectivity Study to Improve Healthcare Access	\$ 107,287	\$ 69,245	\$ 33,355					\$ 4,687					
	14-003-24	Yuba-Sutter Transit Short Range Transit Plan	\$ 95,942	\$ 2,595	\$ 1,250	\$ 92,097									
14-003-25	SACOG Connect Card Transit Planning Intern	\$ 19,099	\$ 12,890	\$ 6,209											
14-004 Continuing Transportation Services Impementation	14-004-01	Regional Air Quality Planning	\$ 169,660	\$ 113,997	\$ 54,913				\$ 750						
	14-004-02	Federal & State Programming	\$ 479,429	\$ 322,217	\$ 155,212				\$ 1,000	\$ 1,000					
	14-004-03	Regional Transportation Monitoring	\$ 120,017	\$ 81,000	\$ 39,017										
	14-004-04	Rural Transportation Planning Coordination	\$ 10,668	\$ 7,200	\$ 3,468										
	14-004-05	Passenger Rail Improvements	\$ 72,785	\$ 49,055	\$ 23,630					\$ 100					
	14-004-06	Connect Card Implementation	\$ 10,767,522	\$ 265,755	\$ 128,014	\$ 200,000				\$ 7,500		\$ 5,015,000		\$ 5,151,253	
	14-004-07	Transit Technical Assistance & Programming	\$ 305,183	\$ 205,968	\$ 99,215										
	14-004-09	Connect Card Survey	\$ 202,204	\$ 18,017	\$ 8,679	\$ 175,508									
	14-005 Land Use and Housing Plan	14-005-01	Sacramento Region Blueprint Implementation	\$ 38,710	\$ 25,957	\$ 12,503				\$ 150	\$ 100				
14-005-02		Regional Land Use Monitoring	\$ 446,183	\$ 281,312	\$ 135,508							\$ 29,363			
14-005-03		Regional Housing Needs Plan	\$ 35,308	\$ 23,559	\$ 11,348				\$ 400						
14-005-04		Community Design Program	\$ 51,695	\$ 34,889	\$ 16,806										
14-005-05		Rural-Urban Connections Strategy	\$ 237,863	\$ 150,410	\$ 72,453				\$ 15,000						
14-005-06		ALUC General	\$ 19,640	\$ 13,255	\$ 6,385										
14-005-08		ALUC Sacramento County SMF	\$ 18,470	\$ 12,466	\$ 6,005										
14-005-09		SGC #1: Integrating and Implementing the SCS & RUCS	\$ 494,189	\$ 195,849	\$ 94,340	\$ 204,000									
14-005-10		Specialty Crop Block Grant Program	\$ 342,966	\$ 109,630	\$ 52,809	\$ 180,528									
14-005-11		Airport Land Use Commission - MCC	\$ 3,194	\$ 1,818	\$ 876				\$ 500						
14-005-12		Challenge Grant with SHRA for Food HUB	\$ 52,975	\$ 926	\$ 446	\$ 51,604									
14-005-13		Specialty Crop Block Grant Program #2	\$ 85,000	\$ -	\$ -										\$ 85,000
14-005-14		Sierra Health Foundation Grant	\$ 98,390	\$ 58,927	\$ 28,385	\$ 6,000			\$ 500	\$ 4,578					
14-005-15		Connector Regional Open Space Inventory Plan	\$ 99,256	\$ 28,013	\$ 13,494	\$ 57,750									
14-005-16		Base Year Update (2012)	\$ 180,476	\$ 121,803	\$ 58,673										
14-005-17		Next Economy	\$ 35,318	\$ 23,836	\$ 11,482										
14-005-18		SACSIM15 Development	\$ 169,214	\$ 114,202	\$ 55,011										
14-006 MTP/SCS Implementation		14-006-04	MTP/SCS Project Implementation	\$ 907,343	\$ 412,933	\$ 198,910			\$ 295,500						
	14-006-05	Sustainable Communities Regional Planning Grant Program	\$ 6,778	\$ 1,200	\$ 578				\$ 5,000						
14-007 Member, Agency	14-007-01	Project Delivery	\$ 351,928	\$ 193,771	\$ 93,340			\$ 64,567		\$ 250					
	14-007-02	Regional Information Center	\$ 263,528	\$ 175,493	\$ 84,535					\$ 1,500		\$ 2,000			
	14-007-03	Transportation Development Act Administration	\$ 457,165	\$ 124,968	\$ 60,197			\$ 266,000	\$ 5,000	\$ 250		\$ 750			
	14-007-06	511/STARNET Capital Improvements	\$ 1,194,987	\$ 43,693	\$ 21,047	\$ 700,000				\$ 3,000					\$ 427,247
	14-007-07	Transportation Demand Management	\$ 1,355,397	\$ 251,228	\$ 121,017	\$ 50,000				\$ 154,091	\$ 461,062			\$ 318,000	
	14-007-08	511/STARNET Operations	\$ 88,717	\$ 44,352	\$ 21,365					\$ 3,000		\$ 20,000			

Element	Project #	Project	Total Budget	Salaries & Benefits	Indirect Services	Consultants/Membership/Legal for Specific Grant Projects	Consultants for HUD	Consultants/Membership/Legal for Non Grant Projects	Printing	Meetings/Other/in-kind	Pass-Through	Supplies/Data/Telecommunication	Equipment/Software	Marketing/Advertising	Costs for next fiscal year
and Transportation Services	14-007-09	511 Automated Transit Trip Plan	\$ 69,762	\$ 9,987	\$ 4,811	\$ 54,964									
	14-007-10	SECAT Program	\$ 10,980,212	\$ -	\$ -			\$ 2,500			\$ 10,977,712				
	14-007-13	Sustainability & Climate Action Planning	\$ 86,207	\$ 58,181	\$ 28,026										
	14-007-14	Integrated Basemap Program	\$ 162,169	\$ 109,448	\$ 52,721										
	14-007-18	Capital Area Plug-In Electric Vehicle Planning	\$ 63,492	\$ 38,685	\$ 18,635	\$ 5,173			\$ 1,000						
	14-007-20	Sacramento County Plug-In Electric Vehicle Planning	\$ 469,082	\$ 294,925	\$ 142,065	\$ 31,092			\$ 1,000						
	14-007-21	Shared Services	\$ 188,537	\$ 127,243	\$ 61,293										
14-008 Pass-Through to Other Agencies	14-008-09	American River Crossings Alternatives Study	\$ 336,955	\$ -	\$ -						\$ 336,955				
	14-008-10	Unitrans ITS	\$ 304,101	\$ 2,768	\$ 1,333						\$ 300,000				
	14-008-11	SACOG Managed Fund Projects	\$ 1,797,000	\$ -	\$ -						\$ 1,797,000				
	14-008-12	YCTD Transportation Planning Intern	\$ 40,000	\$ -	\$ -						\$ 40,000				
	14-008-13	SRTD Internship Program	\$ 37,298	\$ -	\$ -						\$ 37,298				
14-009 Miscellaneous Other Funding	14-009-04	SRTD Downtown-Natomas-Airport Rail Project	\$ 3,696,113	\$ -	\$ -						\$ 3,696,113				
	14-009-05	Downtown Riverfront Transit Alternatives Study	\$ 1,355,484	\$ 50,959	\$ 24,547						\$ 1,279,978				
	14-009-06	SRTD Green Line Analysis and Environmental Review	\$ 3,769,345	\$ -	\$ -						\$ 3,769,345				
	14-009-07	Interregional TDM Action Plan	\$ 187,842	\$ 22,756	\$ 10,962						\$ 154,124				
	14-009-08	Interjurisdictional TDM Action Plan	\$ 226,476	\$ 6,692	\$ 3,224						\$ 216,561				
14-012 JARC	14-012-01	SRTD JARC Operating Assistance	\$ 539,489	\$ -	\$ -						\$ 539,489				
	14-012-02	Roseville Transit JARC Operating Assistance	\$ 135,282	\$ -	\$ -						\$ 135,282				
	14-012-03	Vanpool Incentive Program	\$ 200,000	\$ -	\$ -	\$ 200,000									
	14-012-05	County of Sacramento Department of Health JARC	\$ 838,005	\$ -	\$ -						\$ 838,005				
	14-012-06	Yolo County Transportation District JARC	\$ 65,000	\$ -	\$ -						\$ 65,000				
	14-012-07	City of Roseville South Placer County New Freedom	\$ 38,000	\$ -	\$ -						\$ 38,000				
	14-012-08	Paratransit, Inc. New Freedom Mobility Management	\$ 265,241	\$ -	\$ -						\$ 265,241				
	14-012-09	SRTD New Freedom Capital Improvements	\$ 603,552	\$ -	\$ -						\$ 603,552				
	14-012-10	Western Placer CTSA New Freedom Operating Assistance	\$ 162,206	\$ -	\$ -						\$ 162,206				
	14-012-11	County of Sacramento Department of Health	\$ 40,036	\$ -	\$ -						\$ 40,036				
	14-012-12	Yolo County Transportation District	\$ 42,304	\$ -	\$ -						\$ 42,304				
	14-013 Sustainable Communities Strategy Implementation Grant (SGC#2)	14-013-01	SGC #2 Task A - RUCS	\$ 327,159	\$ 62,780	\$ 30,241	\$ 49,050								
14-013-02		SGC #2 Task B - Infill and Health	\$ 51,370	\$ 34,598	\$ 16,666										\$ 106
14-013-03		SGC #2 Task C - Regional Climate Action Plan	\$ 167,926	\$ 69,733	\$ 33,590	\$ 30,000									\$ 34,603
14-013-04		SGC #2 Task D - PECAS Integrated Land Use/Transportation	\$ 239,155	\$ 30,114	\$ 14,506										\$ 194,535
14-013-05		SGC #2 Task E - SCS Information Center	\$ 22,845	\$ 15,301	\$ 7,370										\$ 174
14-013-06		SGC #2 Task F - Complete Streets and Parking Standards	\$ 104,577	\$ 50,750	\$ 24,446										\$ 29,380
14-015 Services to Other Agencies	14-015-01	Capitol Valley SAFE	\$ 218,472	\$ 136,243	\$ 65,628	\$ 1,000			\$ 100		\$ 15,000	\$ 500			
	14-015-02	Glenn County SAFE	\$ 2,962	\$ 1,999	\$ 963										
Total			\$ 50,235,392	\$ 6,508,932	\$ 3,135,352	\$ 2,312,065	\$ -	\$ 716,167	\$ 65,206	\$ 192,709	\$ 25,810,263	\$ 54,313	\$ 5,015,000	\$ 318,000	\$ 6,107,385

SACRAMENTO AREA COUNCIL OF GOVERNMENTS OPERATIONS BUDGET
INDIRECT COSTS
Fiscal Year 2013-14

Total Direct Salaries and Benefits from OWP	\$ 6,508,932
Total Indirect Expenditures	2,987,616
Carry Forward (+/-) from FY 2011-12	148,005
Adjusted Indirect Total Costs	<u>\$ 3,135,621</u>
INDIRECT RATE - FY 2013-14	
(Total Adjusted Indirect Costs ÷ Total Direct Salaries and Benefits from OWP)	<u>48.17%</u>

<u>EXPENDITURES:</u>	<u>Amount</u>
Meetings/Training	\$ 10,000
Printing	13,500
Consultant	100,000
Mileage	12,000
Legal Services	75,000
Other Expenses	4,500
Books & Periodicals	2,000
Office Supplies	44,000
Postage	15,000
Telecommunications	50,000
Office Equipment Maintenance	7,000
Memberships	20,000
Depreciation	36,000
Insurance	71,000
Building Rent - Meridian Plaza	617,373
SACOG Vehicle Parking	10,000
Office Equipment < \$5,000	30,000
Accounting Processing Costs	10,000
Career Development Program	75,000
Computer Software Maintenance/Licenses	90,000
Temporary Services	500
Indirect Staffing (salaries/benefits)	1,694,743
TOTAL FOR FY 2012-13	<u>\$ 2,987,616</u>

¹This dollar amount includes the \$148,005 carryover number from the cumulative FY 2011-12 Indirect cost calculation, per Caltrans ICAP audit procedures. This number has to match the OWP indirect costs shown on the OWP Expenditure page. These are costs that SACOG over recovered in past years.

**SACRAMENTO AREA COUNCIL OF GOVERNMENTS
BOARD OF DIRECTORS AND ADVOCACY BUDGET
Fiscal Year 2013-14**

With Comparison to projected Fiscal Year 2012-13

REVENUE:	Fiscal Year 2013-14	Fiscal Year 2012-13 Budget	Fiscal Year 2012-13 Projected Actual	Difference
Membership Dues	\$ 284,270	\$ 284,270	\$ 284,270	\$ -
Board and Advocacy reserve funds	29,797	30,000		30,000
Other Local Funds - (est. interest on general account)	10,000	10,000	10,000	0
TOTAL REVENUES:	\$ 324,067	\$ 324,270	\$ 294,270	30,000
EXPENDITURES:				
Meetings / Training / Travel Expenses	\$ 69,000	\$ 69,111	\$ 55,000	14,111
Board Reimbursement(per Deim and Director Fees)	60,000	65,000	50,000	15,000
Board Parking Passes		1,000		1,000
Consultant	40,000	70,000	60,000	10,000
Printing	650	659	659	0
Supplies	2,700	5,000	2,780	2,220
Other Expenses	3,400	1,000		1,000
Memberships				
AMPO	10,400	10,000	10,342	(342)
NADO	4,000	4,000	4,000	0
NARC				0
Metro Chamber of Commerce	1,500	1,500	1,500	0
Climate Communities				0
TRB Dues	4,900	4,300		4,300
CTA Dues	1,050	1,200		1,200
CALCOG dues	21,000	21,000	17,986	3,014
California Transit Association				0
Awards		500		500
Employee's excess travel costs	500	500	500	0
Labor, Benefits, and Overhead - Staff performing Federal/State Legislative duties	104,967	70,000	100,000	(30,000)
TOTAL EXPENDITURES	\$ 324,067	\$ 324,770	\$ 302,767	\$ 22,003

Board and Advocacy Reserve Analysis and Projection		
	Amount	Time period
Subtotal -Reserve Balance	\$ 212,056	at 6/30/09
Less: Projected Use of reserves for FY 09/10 activity	(60,483)	
Subtotal -Reserve Balance	\$ 151,573	at 6/30/10
Less: Projected Use of reserves for FY 10/11 activity	\$ (42,034)	
Subtotal -Reserve Balance	\$ 109,539	at 6/30/11
Increase in reserves for FY 11/12 activity (revenues exceeded expenses)	\$ 101,583	
Subtotal -Reserve Balance	\$ 211,122	at 6/30/12
Increase in reserves for FY 12/13 activity (revenues exceeded expenses)	\$ (8,497)	
Subtotal -Projected Reserve Balance	\$ 202,625	at 6/30/13
Less: Projected Use of reserves for FY 13/14 activity	\$ (29,797)	
Subtotal -Projected Reserve Balance	\$ 172,828	at 6/30/14

SACOG Budget operations take place within the Planning and Administration Fund, as defined in SACOG's Annual Comprehensive Financial Report (CAFR). The Board and Advocacy (B&A) Fund is a designated Fund within this fund.

SACRAMENTO AREA COUNCIL OF GOVERNMENTS
Equipment Expenditures
Fiscal Year 2013-14

**Fiscal Year
2013-14
Budget**

REVENUE

Local Funds **\$ 70,000**

Carryover from previous fiscal years

EXPENDITURES

Computer Hardware
Upgrades/Replacements \$ 60,000
Office Furniture and Equipment 10,000

Total Equipment Expenditures **\$ 70,000**

EXCERPT OF COMMENTS RELATED TO DRAFT BUDGET AND OVERALL WORK PROGRAM FOR FISCAL YEAR 2013-14

#	Comment	Response
FHWA		
1	<p>PL Carryover Discussion: Caltrans Planning has identified excessive carryover amounts of PL funds as a statewide issue that needs to be resolved. FHWA and FTA fully support Caltrans' efforts to assist the state's MPOs to make the planning process more efficient and effective. That said, FHWA compliments SACOG on its continued efforts to judiciously and effectively manage its PL allocation to eliminate PL carryover as an issue of concern for the SACOG region.</p>	<p>Thank you for the update on this statewide issue and compliment on SACOG budgeting of PL.</p>
CALTRANS		
2	<p><i>Revenue Estimates Spreadsheet</i> - The Toll Credit amount as referenced in sub note 1 & 2 appears to be overstated. Toll Credits as a match for the identified PL \$2,800,171 should be \$321,179.61 and Toll Credits as a match for the identified 5303 \$927,063 should be \$106,334.13.</p>	<p>The toll credit totals will be updated to reflect the match requirements for PL and 5303 revenues.</p>
3	<p><i>WE 14-002, Long-Range Transportation Planning, Project# 14-002-01 Model Development</i> Federal planning funds cannot traditionally be used as a match (including in-kind) to other federal and/or state grants. We suggest that SACOG ensure that the SGC 2 PECAS project can be properly matched with in-kind work funded from federal planning funds.</p>	<p>Please note that the state grant funding for this account is matched with locally derived revenue (TDA/LTF) in the draft budget.</p>

EXCERPT OF COMMENTS RELATED TO DRAFT BUDGET AND OVERALL WORK PROGRAM FOR FISCAL YEAR 2013-14

#	Comment	Response
4	<p>WE 14-002, <i>Long-Range Transportation Planning, Project # 14-002-06 Goods Movement/Freight Planning</i></p> <p>We noticed the reduced size of the budget (\$9,312 from the FY12-13 budget of \$30,443). SACOG now possesses a seat on the statewide Freight Advisory Committee and staff involvement will be critical as both the regional and statewide freight plans are underway. We suggest that SACOG dedicate additional time and funding to this project.</p>	<p>Staff proposes raises the time allocation for the 14-002-06 account modestly higher to cover general planning activities, including the statewide Freight Advisory Committee meetings and associated work. Please note that staff time allocated for goods movement/freight planning activities is also reflected in the budgets for the Strategic Growth Council grant account (14-005-09) and the Rural Transportation Planning Coordination account (14-004-04).</p>
5	<p>WE 14-004, <i>Continuing Transportation Services Implementation, Project# 14-004-05 Passenger Rail Improvements</i></p> <p>The use of federal planning funds to support the operations of a JPA whose key tasks are identified as capital improvement does not appear to be an eligible use of federal planning funds. SACOG needs to clarify the nexus between supporting the operational activities of the CCJPA and transportation planning or find another funding source to support those activities.</p>	<p>Over many years, SACOG and other RTPAs in California have budgeted federal planning funds towards rail planning activities. These activities have included planning for both capital improvements and ongoing operations. The rail planning activities in the draft OWP are nearly identical to those from prior years where federal planning funds were used and no eligibility question was raised. We believe there is an adequate nexus between federal planning funds and the work activities proposed, but welcome a dialogue on any clarifications needed in the project description or funding changes.</p>
6	<p>WE 14-004, <i>Continuing Transportation Services Implementation, Project# 14-004-07 Transit Technical Assistance and Programming</i></p> <p>Please continue to ensure that FHWA PL and FTA 5303 funds are not being used to manage and/or administer the FTA 5307, 5310, 5317, and 5339 programs.</p>	<p>SACOG will continue to ensure this constraint is observed.</p>
7	<p>The description in the Notes column of the FY 2013/14 Total Overall Work Program Direct Services and Pass Through Project Revenue Estimates Spreadsheet does not appear to match the funding stream numbers for this project.</p>	<p>The descriptions will be edited to ensure there is no discrepancy.</p>

EXCERPT OF COMMENTS RELATED TO DRAFT BUDGET AND OVERALL WORK PROGRAM FOR FISCAL YEAR 2013-14

#	Comment	Response
8	WE 14-005, <i>Land Use and Housing Planning, Project # 14-005-05 Rural-Urban Connections Strategy</i> We suggest that SACOG expand on task/end product "h". As written it is unclear how this task/end product links to transportation planning and how it would be an eligible use of federal planning funds.	In order to avoid any confusion on the eligibility of federal planning funds for task/end product "h", \$10,000 of locally-derived funds (LTF) will be included in the budget to cover the work activities associated with task/end product "h".



SACRAMENTO AREA COUNCIL OF GOVERNMENTS

RESOLUTION NO. 32 – 2013

ADOPTING THE BUDGET FOR FISCAL YEAR 2013-14

WHEREAS, the Sacramento Area Council of Governments must adopt an operating budget annually; and

WHEREAS, the Overall Work Program constitutes a large portion of that annual budget and is approved by separate resolution; and

WHEREAS, there are certain other costs not related to the Overall Work Program for which a budget must be approved;

NOW THEREFORE, BE IT RESOLVED, that the SACOG operating budget be approved and the Executive Director is authorized to implement the budget and is approved to make budget adjustments as authorized.

PASSED AND ADOPTED this 16th day of May 2013, by the following vote of the Board of Directors:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Mary Jane Griego
Chair

Mike McKeever
Chief Executive Officer