

BUDGET

FISCAL YEAR 2012-13



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SACOG MISSION

Delivering transportation projects; providing public information and serving as a dynamic forum for regional planning and collaboration in the greater Sacramento Metropolitan Area



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**BUDGET
FOR FISCAL YEAR 2012-13**

SACRAMENTO AREA COUNCIL OF GOVERNMENTS

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**PREPARED BY:
FINANCE DEPARTMENT
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California State Capitol Rotunda, Sacramento

INTRODUCTION

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- Chief Executive Officer's Budget Message
- About SACOG
- Description of the SACOG Region
- Sacramento Metropolitan Planning Area Map
- Organization Chart
- Team Descriptions
- 2010 Strategic Plan
- 2011 Annual Report

Chief Executive Officer's Budget Message

July 2012

SACOG BOARD OF DIRECTORS:

Presented here is the fiscal year 2012-13 budget approved by the SACOG Board of Directors. SACOG continues its efforts to take advantage of new grant revenue opportunities and to contain costs. For the first time in three years, SACOG is pleased to present an operations budget that, except for a technical accounting adjustment for indirect expenditures, balances current year revenues and current year expenditures.

By way of background, in FY 2010-11, for the first time the SACOG Board authorized the use of \$1 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.

In fact, rather than using up to \$2 million in reserves over the three fiscal years—FY 2010-11, FY 2011-12, and FY 2012-13—this Operations Budget uses no reserves, with a slight increase in fund balance (approximately \$250,000) over the three years. 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 projected reserve spending is under \$400,000.
- FY 2012-13: The draft Operations Budget balances 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 Budget utilizes approximately \$296,000 in reserve funds—e.g., the excess funds received in FY 2010-11. As noted, the overall result over three years 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 2013-14 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 include in the revenue part of that forecast, almost certainly an overly conservative assumption. In the past, SACOG has substantially closed or eliminated gaps of that size during the 15 months that transpire before the next years' budget is adopted. The agency should have increased flexibility to reduce staff costs if at some point in the future it is warranted for financial reasons.

Chief Executive Officer's Budget Message

(Continued)

SACOG continues to carefully monitor federal, state, and local government actions, and the overall state of the economy, so that the agency can respond promptly to any need mid-year changes to the FY 2012-13 Operations Budget.

SACOG Operating Budget

One of the ongoing annual challenges for SACOG over the last several years has been the loss of revenues from the close out of certain multi-year discretionary earmarks/grants and finding new revenues to replace them. The achievement of this budget is due to a variety of actions that were initiated over the past six years, with particular emphasis on the last three budget cycles, and is largely attributable to four main factors: cost containment measures related to staffing, overhead costs and legal expenses; concessions from a cooperative Employees Association; discretionary grant awards through Staff's entrepreneurial efforts with state and federal agencies; and some modest increases in federal and local funds.



Commuter bicycles in downtown Sacramento

SACOG's Employees Association has proactively worked with management over the last several years to identify and implement additional savings through the amendment of its Memorandum of Understanding (MOU) including, among other things, foregoing cost-of-living adjustments, assuming a greater share of retirement contributions, implementing of a two-tier retirement system with reduced benefits, and modifying the formula for calculating retirement benefits.

The development of the FY 2012-13 Overall Work Program (OWP) continues to be underpinned and guided by the principles in SACOG's 2010 Strategic Plan. This year, as last year, staff scrutinized existing and proposed work elements for consistency with the goals, strategies, and performance indicators of that Strategic Plan.

SACOG continues to aggressively seek new revenues from a variety of sources, including state and federal grants, and new or additional funding from the federal surface transportation authorization bill. New revenues will help continue work on transportation planning, Blueprint implementation, the Rural-Urban Connections Strategy (RUCS) project, MTP/SCS Implementation, Plug-in Electric Vehicle (PEV) work, and services to member jurisdictions, consistent with our Strategic Plan.

Chief Executive Officer's Budget Message (Continued)

The OWP continues a focus on the Metropolitan Transportation Plan/Sustainable Communities Strategy (SCS), with particular emphasis on *implementation now that the MTP/SCS 2035 was approved in April 2012*. This focus will include strategies to fund early year plan priorities and support local jurisdictions interested in pursuing SB 375 CEQA benefits that became available with the adoption of the MTP/SCS. The U.S. Department of Housing and Urban Development (HUD) grant revenues will be utilized to expand integrated planning in the SACOC Region by way of the Regional Consortium of Sustainable Communities. Enhanced CEQA analysis at the project level to implement the HUD Regional Planning Grant will continue until the fall of 2012. SACOG also will continue to complete work related to the RUCS project as part of, and in concert with, implementation of the MTP/SCS.



Yolo County farmland

Board & Advocacy

The Board & Advocacy Budget is much smaller than, and separate from, the SACOG Operating 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. Member dues, the principal revenue for the budget, remained the same as the last three years at \$284,270. This year continues a reduction in member dues over the last three years of 22 to 26 percent. In order to continue to support this reduction, SACOG continues to monitor its costs and is using \$30,000 from the Board & Advocacy committed fund reserve for the FY 2012-13 operations. SACOG is projecting that the Board & Advocacy reserve balance will approximate \$60,657 at year end June 30, 2013.

Overall Work Program, Board & Advocacy, and Capital Asset Expenditures

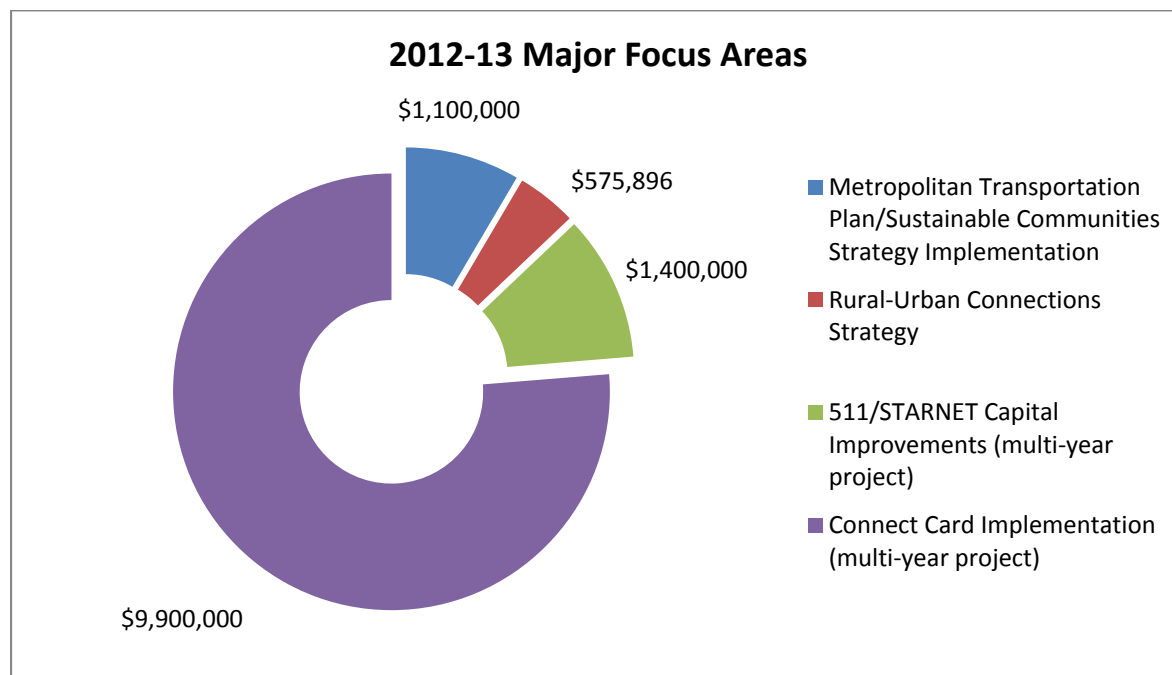
The total budgeted expenditures for SACOG are \$50,301,372, which includes OWP expenditures of \$49,907,102; Board of Directors & Advocacy budget expenditures of \$324,270; and an equipment budget (for computer equipment and furniture) of \$70,000. The agency has no real (bonded) debt per, since it maintains no structures, only operating equipment.

Chief Executive Officer's Budget Message

(Continued)

Focus

There are a number of focus areas for fiscal year 2012-13, including the following:



Metropolitan Transportation Plan/SCS Implementation —Two projects directly support the Implementation of the new MTP/SCS: MTP/SCS Implementation (13-006-04) and the Sustainable Communities Regional Planning Grant program (13-006-05).

Efforts include supporting local jurisdictions interested in pursuing SB375 CEQA benefits that became available with the adoption of the MTP/SCS, and include improving SACOG's Transportation and Land Use monitoring activities to track transportation and land use indicators. SACOG will use data gathered from this effort to inform the next plan update and will provided to member and partner agencies.

The region's first Sustainable Communities Strategy will include three work activities to build an enhanced planning process to expand the MTP unto the HUD grant's required end products called the Regional Plan for Sustainable Development (RPSD). A core team of six grant partners will broaden the foundation from SACOG to build and sustain the new Sacramento Regional Consortium as SACOG implements the region's first SCS and RPSD. The two project numbers are 13-006-04 and 13-006-05, with combined funding/expenditures of \$1.1 million.

Chief Executive Officer's Budget Message (Continued)

Continuation of the Rural-Urban Connections Strategy (RUCS) (13-005-05)—The Budget funds \$239,239 to continue the RUCS project, and \$336,657 for the RUCS/Sustainability Communities Strategy Implementation (13-005-09), to work in tandem with the RUCS project. This newer, latter project utilizes funds from the Strategic Growth Council.

The RUCS strategy is a mitigation measure and a Transportation Control Measure for the MTP 2035 and complementary effort to Blueprint implementation. It approaches the region's growth and sustainability objectives from a rural perspective, emphasizing the challenges and opportunities in rural areas. The project is developing policy recommendations and technical tools to support local and regional objectives for enhancing agriculture and rural economies, resource conservation, recreation, quality of life, and regional sustainability. Research findings are presented to the SACOG Board. Additional topics, including water, labor, processing, distribution, and local food demand, were initiated in recent years and will continue into the 2013-14 fiscal year. The activities will support Board policy discussions, inform local governments, and support the continued development of a "toolkit" of policy, planning, funding, regulatory, economic, and modeling techniques that can benefit SACOG's partners and stakeholders.



Light rail in downtown Sacramento

Chief Executive Officer's Budget Message (Continued)



Snowfall in Loomis

The Sacramento Region is planning for sustainable communities, from the urban centers to rural edges in the region. These projects include work activities that address the goals of Senate Bill 375 and Assembly Bill 32, including creating economically, environmentally, and equitable sustainable rural communities with direct and indirect land use benefits throughout the entire region. In line with SACOG's approach to balance urban growth planning with rural economic and environmental sustainability, work for this project will mainly focus on ways to support the agriculture industry and rural communities.

Connect Card Implementation—This is an on-going project, 13-004-06, with a cumulative budget of \$9.9 million. The project is for the planning, procurement, and deployment of a regional universal transit fare card system known as the Connect Card. The system is expected to simplify transit system operations, improve system connectivity, contribute to regional air quality goals, and increase the attractiveness of transit to new patrons. A memorandum of understanding (MOU) to govern the project through Phase 3 was executed March 2011. In June 2011, the SACOG Board approved a contract with the primary vendor for the Connect Card System. Phase 3 involves full system design, deployment, integration, and testing. Full system acceptance is anticipated by January 2014.

511/STARNET Capital Improvements—The SACOG 511/STARNET Capital Improvement project will continue to develop and deploy modules for the purposes of regional coordination and data collection, and to provide traveler information. These activities will be coordinated with our regional partner agencies through the Intelligent Transportation Systems committee. The work will be managed by SACOG staff and programming will continue as part of the contract with the primary vendor. It is anticipated that this work will reach conclusion and transition to a maintenance and operations program in the 2013-14 budget cycle. This is project number 13-007-06, with cumulative funding/expenditures totaling \$1.4 million.

Continuation of the Sacramento Emergency Clean Air and Transportation program (SECAT)—Funding for this program will continue with future programmed CMAQ revenue of \$10.9 million to continue retrofitting diesel engines with cleaner, fuel-efficient engines for heavy-duty trucks traveling within the SACOG region. SACOG provides contract review, accounting, and administrative support for this program but receives no funding for its services. This is project number 13-007-10.

Management and oversight of pass-through funds for outside agency projects in the region—SACOG staff provides management and oversight of pass-through funds for projects

Chief Executive Officer's Budget Message (Continued)

implemented by SACOG's member agencies. These include the FTA Job Access Reverse Commute and New Freedom Administration element (13-012), which consists of 11 projects totaling \$3.9 million, and the SACOG Managed Fund project (13-008-11), which funds \$2.4 million in projects.

These projects are by no means the only work to be accomplished this year. These and other projects continue to support SACOG's efforts to promote efficient regional transportation and land use that makes use of compact develop forms and preserves the dynamic rural heritage of the region. The goals and policies achieved through the RUCS project, the MTP/SCS 2035, and the ongoing Blueprint implementation are accomplished with the careful programming of available federal and state monies to projects that achieve those policies, the continuing to work on improvements to public transportation to encourage wider use by the public, planning for complete streets, promoting bicycle and pedestrian transportation, and strengthening goods and freight movement in the region.

Economy and the Budget

SACOG is not immune to local, state, and national economic conditions, and this year's budget is challenging, in part due to the unstable economic conditions. While many of the revenues SACOG receives are based on formula planning funds or discretionary grant awards, the requirement to match those funds with non-federal and/or non-state dollars can be a challenge. The primary source of those matching dollars is the 1/4¢ sales tax collected within each county for transportation. As the housing market, unemployment, and retail businesses have stagnated, local tax revenues have been impacted.

SACOG is fortunate to have benefitted from a fiscally-sound labor MOU that the Board approved five years ago, and it continues to benefit from a strong relationship with the SACOG Employees Association (SEA), which has greatly supported SACOG's cost reduction and containment strategies.

In the long term, SACOG expects funding levels to increase as the economy improves. However, there is also the possibility that Congress may change the overall funding level for transportation, collapse and reorganize funding programs, modify planning funding, and set performance criteria. Most recently, a new federal highway and transit bill passed, titled *Moving Ahead for Progress in the 21st Century* (MAP-21), which covers the two-year period expiring October 1, 2014. Prior to the passage of MAP-21, *Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A legacy for Users* (SAFETEA-LU) had been in effect and



Davis double-decker bus

Chief Executive Officer's Budget Message (Continued)

operating on series of short-term extensions. Under the new federal bill, SACOG expects that the number of discretionary grants SACOG typically receives each year for various transportation and transit planning functions may be subject to change. SACOG has continued to attempt to position itself to adapt successfully to these developments through cost containment and operating efficiencies, a strong relationship with the SEA, and program and project excellence, which has helped SACOG compete well for grant revenues



Port of West Sacramento

Federal funds flowing through the state are secure from the state budget crisis as they are segregated from other state funding sources. However, the release of those funds to SACOG can be delayed if the state budget is not approved in a timely manner. Each year, SACOG monitors cash flow issues that could result from state budget delays.

SACOG's updated assessment of the California's economy and revenues indicate that State General Fund revenues and transfers in 2011-12 will be \$3.7 billion below the level assumed in the June 2011 state budget package. This revenue shortfall would translate into a \$2 billion of potential "trigger cuts" to various state programs—including all of the "Tier 1" trigger cuts and three-fourths of the "Tier 2" trigger cuts. The recent Legislative Analyst Office (LAO) forecast is that the state will end 2011-12 with a \$3 billion deficit, including the effects of the trigger cuts that could result from the new revenue forecast. In 2012-13, the state is expected to face increased costs due to the

Chief Executive Officer's Budget Message (Continued)

expiration of a number of temporary budget measures, a significant increase in Proposition 98 school costs under current law, the required payment of a \$2 billion Proposition 1A property tax loan used to help balance the budget in 2009, and other factors. These factors contribute to a projected \$10 billion operating shortfall in 2012-13.

According to the 3rd quarter 2011 update of the Sacramento Region Business Forecast, sustained positive job growth will return to the six-county Sacramento Region by the end of the fourth quarter of 2012. Annual job growth throughout the first three quarters of 2012 will range between .06 percent and 1.4%, which reflects a considerable improvement over the same period of 2011.

SACOG's policy continues to achieve a balanced budget, where revenues equal expenditures, throughout the year. As additional funding is received, projects will be assessed to determine their priority within the SACOG Strategic Plan, planning goals for the year, and the availability of staff to work on the project. If funding is received that requires local matching funds, and no matching funds are available, management may decide to postpone the related project to a future year in order to be able to preserve the limited matching funds available.



Woodland Opera House

Preparation of the Budget

The annual budget serves as the foundation for SACOG's financial planning and control. The budget process is a dual path which converges in this document. One path is for the Overall Work Program and is guided by the mandates of the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and the California Department of Transportation (Caltrans). In January, Caltrans releases the OWP Guidance Handbook, which identifies the estimated funding available from FHWA and FTA for each of the Metropolitan Planning Organizations (MPOs) and Regional Transportation Planning Agencies (RTPAs) in the next fiscal year. These funds are distributed on a formula basis largely based on population and air quality conditions. The OWP Guidance also contains instructions and guidelines for development of the OWP. Based on this guidance, SACOG develops a draft OWP with the cooperation of project managers, the management team, and the finance department. The draft plan is then presented to the SACOG Board Directors for review and comment and the draft OWP is released for a 30-day public review. During that public review time, comments and suggestions are received from FHWA, FTA,

Chief Executive Officer's Budget Message (Continued)

Caltrans, and other regional partners about the content of the OWP. At the end of the 30-day review period, SACOG staff meets with FHWA, FTA, Caltrans, and other interested parties to review and discuss comments received on the OWP. Based on these discussions, SACOG produces a final OWP, which is presented to the SACOG Board for adoption.

In addition to the OWP development process, federal regulations require SACOG to annually certify that its planning process is carried out in conformance with all applicable federal requirements. This certification is executed with the adoption of the Overall Work Program and Budget authorizing resolutions. The certification covers the following five areas: (1) The agency must be officially designated as the Metropolitan Planning Organization (MPO) for the Sacramento Region; (2) SACOG must have an adopted Metropolitan Transportation Plan (MTP); (3) SACOG must have an adopted Metropolitan Transportation Improvement Program (MTIP); (4) SACOG must have an adopted OWP that meets the necessary federal requirements; and (5) the MTP and MTIP must be consistent with the regionally-adopted air quality plan.

At the same time the OWP is in development, SACOG also prepares the remaining parts of its budgets: the Board of Directors & Advocacy Budget, the equipment budget (computers and equipment), and the components of indirect costs. The Board reviews a draft of these budgets one month prior to final adoption and offers it for a 30-day comment period.



Roseville fountains

Once the final draft of the OWP and the Board & Advocacy budgets have been reviewed and adopted by the Board, the SACOG operating budget is issued.

Throughout the year, the OWP is amended as new grant revenues are received or as funding is revised to address project priorities. The legal level of budgetary control is at the element level. The Chief Executive Officer has authority to revise project budgets within an element. Budgets other than the OWP are rarely revised.

The SACOG Board of Directors and representatives of San Joaquin County and cities sit as the Board of Directors for the Capitol Valley SAFE program. The SAFE Board approves a draft budget for a 30-day public review period and then adopts a final budget. Because Capitol Valley SAFE is a component unit of SACOG, its budget is included in the SACOG budget document under a separate section.

Chief Executive Officer's Budget Message

(Continued)

Revenues

The total budget revenues are \$50,301,372 (including undesignated and committed funds), which includes member dues and interest related to the Board of Directors & Advocacy fund. The SACOG operating budget revenues are derived primarily from federal and state formula and program funding and discretionary grants. By far, the greatest revenue stream, \$32.6 million or 65 percent of the total budget revenues, is from federal sources. Approximately \$13.0 million of these federal funds do not directly impact SACOG's operating budget because they are either passed through to other transit agencies (\$4.0 million) via subrecipient agreements or have to be reported in the OWP (\$9.0 million) because the funds flow through SACOG as the MPO and RTPA for the region. In addition, another \$10.9 million of federal CMAQ funding is essentially disbursed via pass-through arrangements designated for the SECAT engine replacement program. All totaled, approximately \$22.7 million (70 percent) of the federal funds listed do not directly impact SACOG's ongoing operating budget.



Auburn downtown

The two planning components of the federal funds, FHWA PL and FTA 5303, are federal formula funds passed through Caltrans. Funds are allocated to the state and then apportioned out by Caltrans, based primarily on the estimated population of the MPO in comparison to the estimated population for the MPOs throughout the state. The PL funds have an added air quality component based on the amount of programmed CMAQ funds in the SACOG region to programmed PL funds. FHWA PL funds for FY 2012-13 are \$2,941,370, and FTA 5303 funds are \$772,311. Together they total \$3,713,681, and comprise 9 percent of the total federal revenue and 2 percent of the total revenue budget.

The total state revenue budget is \$9,664,614, with the largest state funding, \$5.8 million, coming from the Public Transportation Modernization, Improvement & Service Enhancement Account (PTMISEA). At this time, the PTMISEA funding is supporting one project only, the Connect Card Implementation project, which is a multi-year project. The next largest state funding is \$1.6 million from the Regional Surface Transportation Program, a multi-year grant that is supporting the 511/STARNET Capital Project. State Planning, Programming and Monitoring funds (PPM) are

Chief Executive Officer's Budget Message

(Continued)



Tower Bridge between Sacramento and West Sacramento

budgeted at \$826,000, an increase of \$422,500 over last year. Proposition 84 distributed by the Strategic Growth Council totals \$233,380 and supports the RUCS/Sustainable Communities Strategy. There also is \$537,000 of State Transportation Improvement Program (STIP) funding to support the Connect Card Implementation Project. Other state revenues are primarily for programmed projects for which SACOG has oversight authority.

Local budgeted revenues total \$3,193,153, the greatest portion of which is the four-county Transportation Development Act (TDA) funds, which are \$2,388,189 or 75 percent of the total. TDA funds are derived from the 1/4¢ general sales tax collected in Sacramento, Sutter, Yolo, and Yuba counties. Cooperative agreements with El Dorado County Transportation Commission (EDCTC) and Placer County Transportation Planning Agency (PCTPA) contribute additional funding from their respective TDA collections. These partners contribute another \$351,169. These are the funds used by SACOG as the local match for the federal and state funding in the budget.

Capitol Valley Regional SAFE (SAFE) provides the match for certain SACOG projects related to the 511/STARNET capital project at \$155,189, and full funding for the 511 Motorist Aid project-STARNET Operations project at \$201,917. These projects are considered to be key functions to the SAFE program, but the projects are administered by SACOG.

Additional funding for the SACOG projects comes from discretionary grants and programmed funding for specific projects. Services to Others revenue totals \$200,425, and this represents monies received by SACOG, primarily for staff support to four projects. In-Kind Funds from Others revenue totals \$1,564,048 and represents in-kind (third party services) rendered to SACOG in conjunction with at least three projects. Some revenue is coming from the use of committed fund balance dollars reserved for the specific uses. This would include \$2,394,623 planned expenditures from the SACOG managed fund, now shown in the Planning and Administration fund, and \$22,716 from the Paratransit, Inc. Four Party committed funds.

Remaining revenue of \$274,521 is coming from undesignated fund balance to cover operating costs and equipment expenditures of \$70,000.

Capitol Valley SAFE Revenues

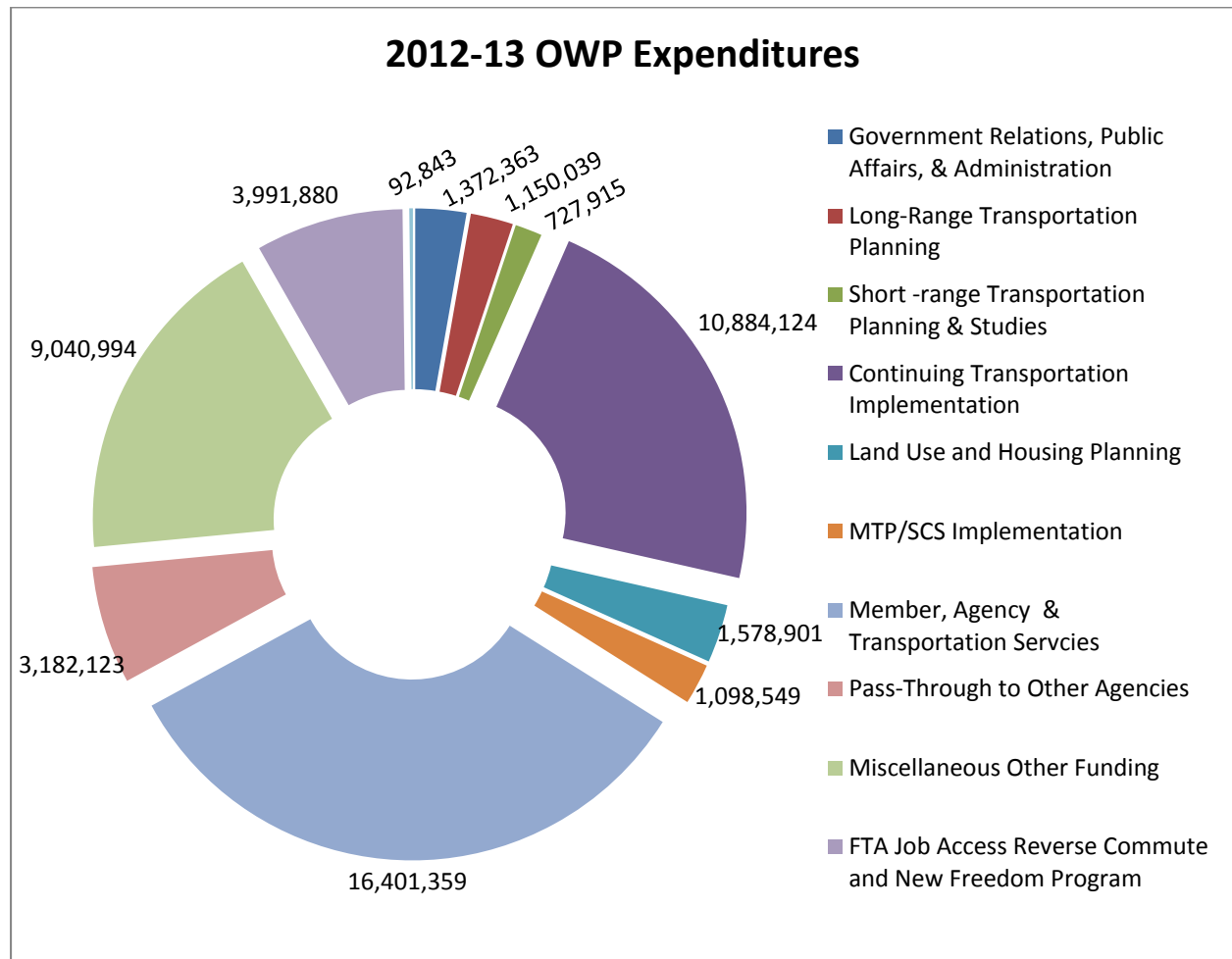
Capitol Valley SAFE obtains its primary revenue from the \$1 per registered vehicle fee for vehicles in the SAFE district, budgeted to be \$2.1 million in FY 2012-13, with the total revenues exceeding projected expenditures by \$230,384. SAFE's cash position is projected to total \$3.8 million at the end of FY 2012-13.

Chief Executive Officer's Budget Message (Continued)

Vehicle registration revenue has remained flat in the current year fiscal year and no change is projected for FY 2012-13. Even if vehicle sales decline, those vehicles currently on the road will need to be registered annually, so this revenue stream will remain relatively constant. Other revenues include interest earnings, knockdown recovery (insurance claims for freeway call boxes that are destroyed), and reimbursements from Glenn County and Placer County for contracted costs.

Expenditures

The total expenditures for OWP reporting budget purposes are \$49,907,102. This includes \$386,012, which is the amount of the FY 2010-11 Indirect Cost carry forward, and which is included in the OWP budget as positive number this year. The reason for this is that SACOG is expected to incur the full amount of its indirect costs of \$2,946,831; even though it can't allocate more than \$2,560,819 because of the prior year carryover amount of the \$386,012 that was recovered (allocated) in the prior year. Additional non-OWP expenditures include \$324,270 for Board & Advocacy costs and \$70,000 for equipment (furniture, equipment, and computers).

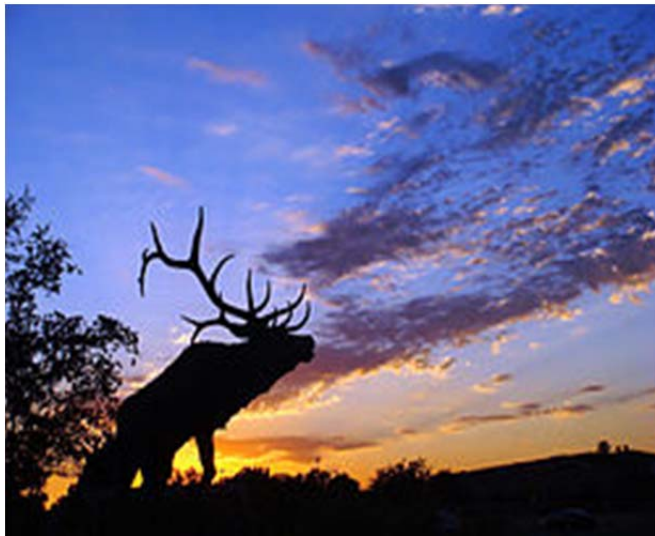


Chief Executive Officer's Budget Message (Continued)

SACOG's salary and benefit costs fund 51 staff positions and a few intern/temporary positions. The direct costs related to the projects within the OWP are \$5,787,155; labor costs included in the indirect cost budget are \$1,669,814. Other minor labor costs are included in the Board of Directors & Advocacy Budget. Two of the largest components of employer benefits are retirement and health care, which both continue to increase. SACOG is a member of the California Public Employees' Retirement System (CalPERS) health benefit program and SACOG expects, based on preliminary information from CalPERS, that premiums will show a 4 percent increase.

Included in the OWP direct costs are staff services and other resources to the Capitol Valley SAFE and Glenn County SAFE programs, as well as expenditures for various projects on behalf of member agencies which will be reimbursed by these agencies.

Actual indirect costs for the year are projected at \$2,946,831, less cumulative carry forward offsets of \$386,012, totaling \$2,560,819. The indirect cost rate is expected to be 44.25 percent, based on indirect costs divided by the OWP Salaries/Benefits costs. The indirect rate changes every year because the carry forward amount and changes in direct and indirect costs. Indirect costs are a function of the budget for expenditures, such as labor costs not specific to any particular project (administrative and financial services), office lease costs, insurance, office supplies, memberships, and legal costs. Based on the cost of labor directly charged to the projects, a percentage of indirect costs is charged to each project. At the beginning of each fiscal year, SACOG must submit its Indirect Cost allocation plan to Caltrans for review and approval. Caltrans will review the costs charged in the most recent audited fiscal year and the costs budgeted for this budget year, and will negotiate an approved indirect cost rate. Caltrans has approved the indirect cost percentage shown in this budget.



Elk Grove sunset

There are three other major components of the OWP expenditure budget: consultants, pass-through to other agencies, and equipment and software. The OWP consultant budget of \$3.6 million provides the services of experts and others to perform planning studies, provide technical research and analysis, and prepare reports for current SACOG projects. Since the SACOG staff is limited, outside expertise is often used for these activities, and SACOG staff oversees their work. The four largest budgets for consultants in FY 2012-13 are for the 511/STARNET Capital Improvements at \$1.3 million, Transportation Demand Management at \$491,000, the two MTP-related projects totaling \$479,000, and Connect Card Implementation for \$192,000.

Chief Executive Officer's Budget Message (Continued)

The pass-through cost of \$25.3 million to other agencies is primarily made up of the funding for pass-through grants (\$3.9 million) to partner agencies like JARC/New Freedom projects, FTA funding programmed to Unitrans or Sacramento Regional Transit District (\$9 million), and \$10.9 million to the SECAT engine replacement program. While most of this funding will not be spent in FY 2012-13, it must be shown in the OWP in order to track the programmed amount.



Citrus Heights Community Center

The Direct Equipment and Software budget for the Connect Card Implementation project at \$9.9 million is primarily made up of the equipment and software needed to implement the Connect Card Implementation project. This is an ongoing multi-year project, so a major portion of this funding will not be spent in FY 2012-13. However, these expenditures must be shown in the OWP in order to track the programmed amount. There is also \$70,000 for equipment related to SACOG operations, such as computers, software, furniture, and related purchases that meet the capitalized equipment policy requirements—i.e., greater than \$5,000.

Direct Pass-Through of SACOG Managed Fund Project Expenditures is expected at \$2,394,623, although some of those activities could happen in future years. The expenditures are funded from the SACOG Managed Fund Committed Fund balance. The remaining category of OWP costs is the direct printing, meeting, supplies, marketing, etc., at \$469,610.

The Board of Directors & Advocacy Budget funds the activities of the Board, as well as federal and state advocacy. Member dues for FY 2012-13 for SACOG's six counties and 22 cities are \$0.165 per capita, which included an escalator for CPI. Over the past three years, SACOG has drawn down the reserves in this account to provide for yearly reductions of 22-26 percent in SACOG member dues in recognition of the challenging economic times. The 22 percent reduction in FY 2010-11 equaled \$81,000, the 24 percent reduction in FY 2011-12 equals \$91,000, and the 26% reduction in FY 12-13 equaled \$98,271. In past years, the Board & Advocacy Budget had accumulated a reserve fund (the difference between Board dues and interest earnings and the actual costs for the Board & Advocacy activities), which is expected to be \$60,657 at June 30, 2013. The funding, membership dues computation, and reserves balances are revisited annually.

Chief Executive Officer's Budget Message (Continued)

Capitol Valley SAFE Expenditures

Capitol Valley Service Authority for Freeways and Expressways' (SAFE) FY 2012-13 revenue budget is \$2,135,658. Revenues exceed expenditures by \$230,384. One of SAFE's primary tasks is the maintenance and operation of freeway call boxes. At this time, there are 1,240 call boxes in the region, and sometime in the far future, it is expected that they will be phased out in favor of the 511 Roadside Assistance Program via the 511 regional system, largely due to the increasing number of cell phone users. In calendar year 2011 the Mobile Call Box Roadside Assistance program was launched on multiple cellular carriers and received 531 calls. During this fiscal year, SAFE will monitor the activities of the Freeway Service Patrol in conjunction with Sacramento Transportation Authority and manage the contracts for the call center operations, California Highway Patrol, and the assisting consultant. A large part of the SAFE budget is passing funding to SACOG for the 511/STARNET capital improvement program and for operation of the 511 system. Here are more budget details:



Placer County French Meadows

The SAFE Board adopts an annual budget for the Planning and Administration and Capitol Valley Regional SAFE Special Revenue funds based on anticipated projects at the beginning of the year. However, unique for this year, in June 2012, the Strategic Planning Committee, with its delegated authority from the SAFE Board of Directors, approved a "provisional budget," contingent upon not receiving any public comments during the 30-day public review period ending June 17, 2012, that would necessitate a budget change. The provisional budget was implemented because of potential issues regarding prevailing wage requirements. It is anticipated that a revised budget which would be informed by the

strategic planning effort, and an interpretation of a recent statewide court ruling (regarding prevailing wage requirements) which may impact ongoing program costs, will be available later in the fiscal year.

In March 2012, the Department of Industrial Relations (DIR) issued a statewide ruling that certain services provided as part of call box maintenance contracts must be compensated at the prevailing wage; however, the labor classifications impacted by the rulings are not yet clear. SAFE's across the state are seeking a clarification of the DIR ruling. Until the clarification is available, the budget implications for the CVRS program remain uncertain. Once the budget implications of the prevailing wage rulings by the Department of Industrial Relations (DIR) are known, staff may come back to the CVRS Board with proposed revisions to the FY 2012-13 budget. The revised budget will reflect the implications of the DIR ruling as well as strategic planning efforts that respond to the Transportation Committee discussions in the past.

Chief Executive Officer's Budget Message (Continued)

- Continued funding for Freeway Service Patrol (FSP) in Sacramento, Yolo, and El Dorado Counties with relatively small changes from the FY 2011-12 budget amounts. In all Capitol Valley SAFE counties, SAFE funds for FSP are used to meet local match requirements for the state funds.
- The call box monthly maintenance costs are slightly higher than last fiscal year. The call box maintenance contract expired last year, but has been extended through December 2012.
- The private Call Answering Center Program used to answer call box calls is budgeted for \$45,000 approximating last years budgeted amount. This contract expired last June but a new contract is now in place.
- The remaining 511/STARNET capital activity is estimated at \$1.3 million, with \$69,353 funded by SAFE and federal funds paying for the difference. The consultant will be completing Phase 2 and working on Phase 3 activities. The project is on schedule and should be completed in FY 2013-14.
- The 511/STARNET operations are budgeted for \$97,521 which is \$27,000 less than last year.

Reserve History and GASB 54 actions

During FY 2006-07, the SACOG Board of Directors adopted a policy for reserves and contingencies. The policy formalized a preexisting reserve amount for legal defense and operating cash. In addition, the Board established policies on the use of any excess dues needed to support the current year Board of Directors & Advocacy Budget and unused budgeted amounts for capital equipment. The Board of Directors also designated funds in the SACOG Financing Corporation for the estimated unfunded liability of the post-retirement health plan. At that time, and up until June 30, 2010, SACOG had no immediate plans for the use of those funds.

As of June 30, 2011, SACOG estimated that it has approximately \$6 million in reserves, including the funds in the SACOG Financing Corporation Special Revenue Fund and other SACOG Planning and Administration reserve fund balance (in existence at that time). These two specific reserves amounts represent between eight to nine months of operating reserve for core costs. The reserves also provide cash flow protection, as SACOG is primarily reimbursement-based, having to expend funds first and usually not



Colfax Euchre Bar Trail

Chief Executive Officer's Budget Message

(Continued)

receiving reimbursement for those funds, in many cases, until several months later, due to the reimbursement billing cycle

In June 2011, SACOG adopted Governmental Accounting Standards Board (GASB) 54, Fund Balance Reporting and Governmental Fund Type Definitions, for all of its funds. This new standard does not change the total amount for a given fund balance, but it does change the categories and terminology used to describe the components that make up the fund balance. See the appendix for Board action taken in June. With that action, funds formerly maintained in the SACOG Managed Fund were moved into the Planning and Administration Fund and presented as Undesignated since there was no official Board policy on the use of these funds (at that time). There is no known budgetary effect because of that specific action.



Downtown Sacramento

In August/September 2012, it is anticipated that staff will bring a Board Policy to the Board which will outline the uses of the funds which could change the classification of the SACOG Managed Fund. For the purposes of the FY 2012-13 budget, the Undesignated Funds (at June 30, 2012) attributable to the SACOG Managed Fund are used to fund specific projects (only) related to the use of those funds, and not be counted as supporting other Planning and Administration fund operating costs.

Chief Executive Officer's Budget Message

(Continued)

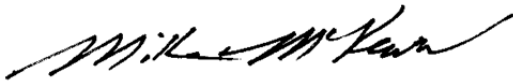
Conclusion

This year's budget is balanced using a small amount of undesignated funds. Throughout the fiscal year, continued diligence will be maintained to ensure that it remains balanced—management and the SEA are committed to maintaining the financial health of SACOG. SACOG will continue carefully to monitor state and local government actions and the overall state of the economy, so if staff needs to come to the Board for mid-year changes to the proposed FY 2012-13 budget, action can be taken quickly. SACOG is committed to provide the highest quality level of service to our member jurisdictions, as well as our federal, state, and local transportation partners, and to ensure that the principles of the MTP/SCS, the regional Blueprint, and RUCS are implemented to support the region's very high quality of life, economic stability, and transportation excellence.

The preparation of this report could not be accomplished without the efficient and dedicated services of the entire staff of the Finance Department, and the communications and administrative teams. Their dedication to professional excellence is reflected in this report. We would like to commend SACOG's Board of Directors for their interest in, and support of, this substantial effort, as well as a shared commitment to assuring the financial viability of SACOG, which remains progressively committed to meeting the transportation, air quality, and land use planning needs of the region.

Respectfully submitted,

Mike McKeever

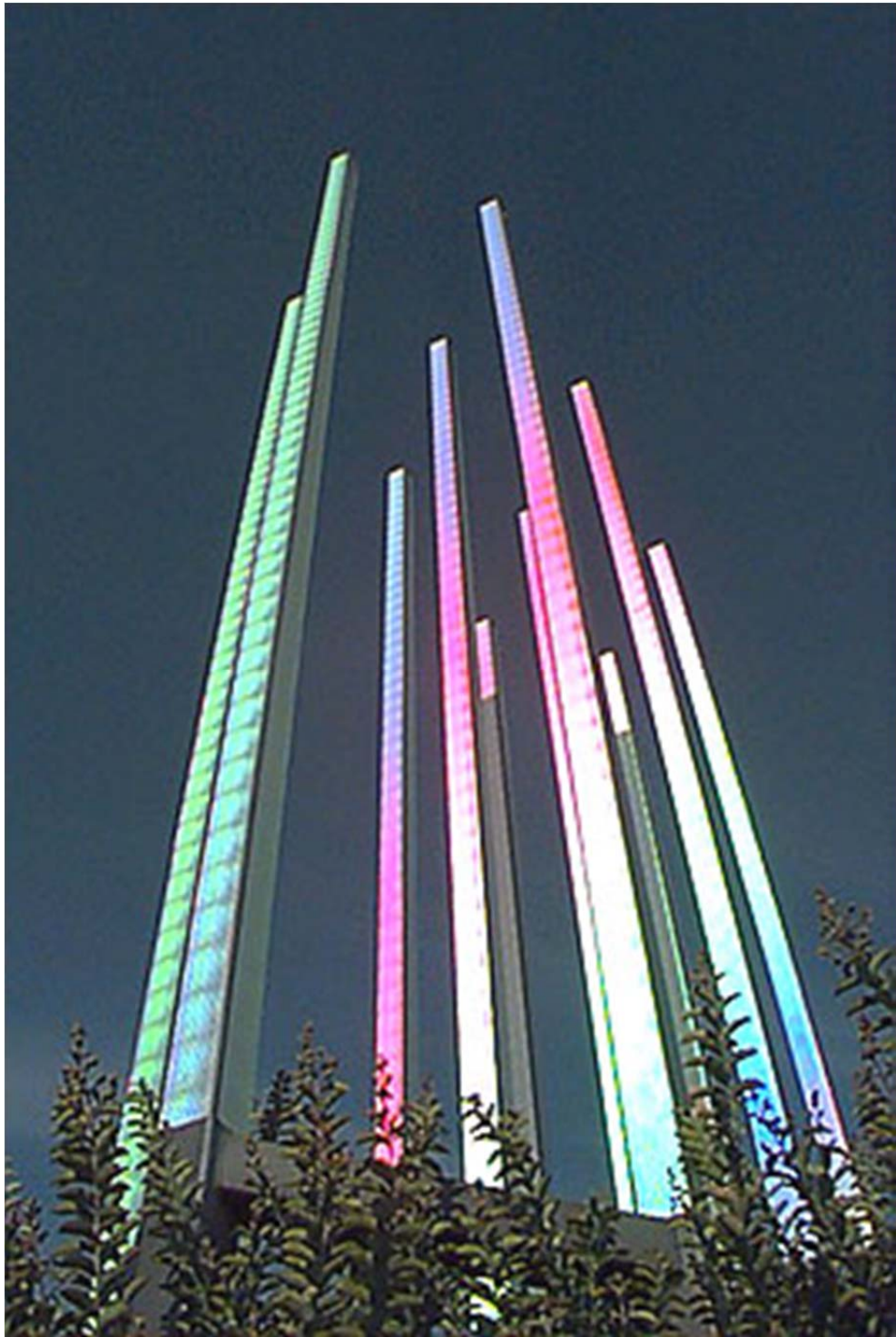


Chief Executive Officer

David Ghiorso



Finance Manager

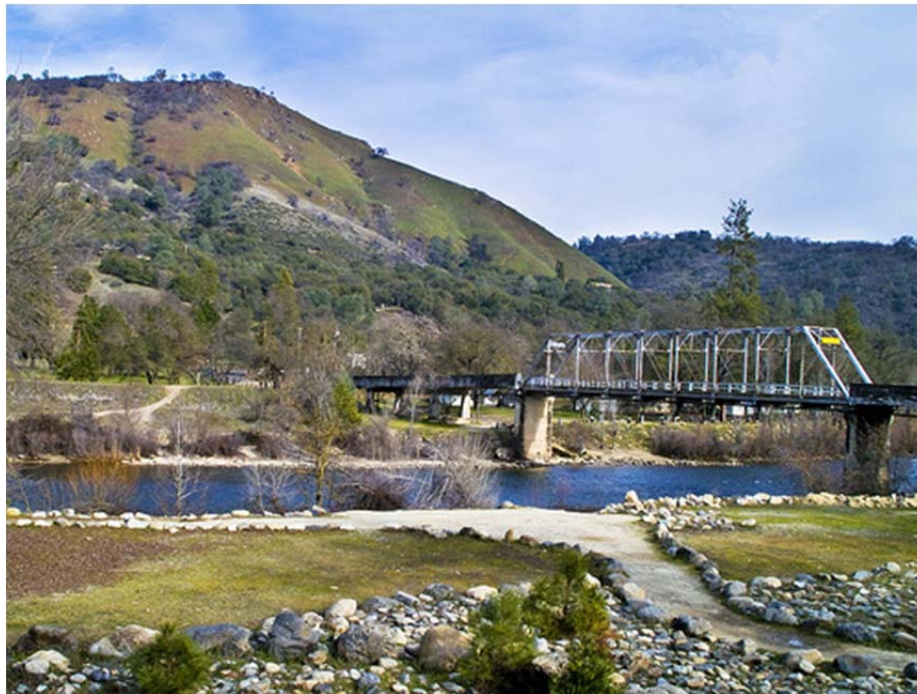


Solar Intersections sculpture, Davis

About SACOG

SACOG Organization

Originally formed in 1965, the Sacramento Area Council of Governments (SACOG) is a joint powers authority of city and county governments, organized "... to provide a forum for the discussion and study of area wide problems of mutual interest and concern to the cities and counties, and to facilitate the development of policies and action recommendations for the solution of such problems."¹ SACOG serves six counties and twenty-two cities, comprising a 6,190 square mile area with an estimated population of 2,300,000. Member agencies are El Dorado, Placer, Sacramento, Sutter, Yolo, and Yuba counties; the cities of Auburn, Citrus Heights, Colfax, Davis, Elk Grove, Folsom, Galt, Isleton, Lincoln, Live Oak, Marysville, Placerville, Rancho Cordova, Rocklin, Roseville, Sacramento, West Sacramento, Wheatland, Winters, Woodland, Yuba City; and the town of Loomis.



El Dorado County

SACOG is governed by a thirty-two member Board of Directors (thirty-one voting and one non-voting). Voting members are appointed by member jurisdictions. The one non-voting member is the Caltrans District 3 Director. The organization's mission statement is: *Provide leadership and a dynamic, collaborative public forum for achieving an efficient regional transportation system, innovative and integrated regional planning, and a high quality of life within the greater Sacramento region.*

¹ Joint Powers Agreement of the Sacramento Area Council of Governments, adopted October 21, 1980, and revised January 20, 1983; February 1, 1988; June 16, 1988; April 27, 1999; October 2, 2002; and May 15, 2003.

About SACOG

(Continued)



Placerville Bell Tower

Under SACOG's Joint Powers Agreement (JPA), each member city (excluding the city of Sacramento) and each member county (excluding Sacramento County) are entitled to one seat and one vote on the SACOG Board. The city of Sacramento may appoint two directors and is entitled to two votes. Sacramento County may appoint three directors and is entitled to three votes. In addition, jurisdictions may appoint an alternate who shall have full voting rights in the absence of the jurisdiction's appointed director.

SACOG's various designations and certifications include:

Designations as:

- Regional Transportation Planning Agency for Sacramento, Sutter, Yolo, and Yuba counties by the California State Secretary of Business, Transportation and Housing Agency.
- Metropolitan Planning Organization (MPO) by the Governor and the U.S. Department of Transportation for the Sacramento, Yuba City, and Davis Urbanized Areas.
- Metropolitan Planning Organization in the Sacramento Metropolitan Planning Area (MPA) by the California State Secretary of Business, Transportation and Housing Agency.
- SACOG staffs the Capitol Valley SAFE.
- Designated Airport Land Use Commission for Sacramento, Sutter, Yolo, and Yuba counties.
- Capitol Valley Service Authority for Freeway and Expressways for Sacramento, San Joaquin, Yolo, Yuba, Sutter, and El Dorado counties. The SACOG Board of Directors and representatives of San Joaquin County and cities sit as the Capitol Valley SAFE Board of Directors.
- Area Wide Clearinghouse for the counties of Sacramento, Sutter, Yolo, and Yuba and the cities of Lincoln, Rocklin, and Roseville by the State of California Procedures of Intergovernmental Review of Federal Financial Assistance and Direct Development Activities
- Metropolitan Planning Organization for the federally-designated ozone nonattainment area in Sacramento, Yolo, El Dorado, and Placer counties, and the Sutter Buttes.
- Designated recipient for FTA Section 5316 Job Access Reverse Commute (JARC) funds and FTA Section 5317 New Freedom funds for the Sacramento urbanized area as defined by the 2000 Census, MOU with Caltrans for scoring small urban JARC and New Freedom funding applications in SACOG RTPA area.

Joint Certification as:

- Sacramento Area Metropolitan Planning Process by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

About SACOG

(Continued)

Board of Directors' Committees

Annually, the Board Chair appoints committees from among the Board's members to make policy recommendations to the Board. Each Board member serves on at least one committee. The current committees are:

Government Relations & Public Affairs Committee: Eleven members appointed to consider state and federal advocacy, news media outreach, and other activities related to external affairs and administrative activities such as human resources, audits, the budget, and the Overall Work Program. (Meets monthly or as needed)

Land Use & Air Quality Committee: Eleven members appointed, one non-voting, to review topics related to the Rural-Urban Connections Strategy, Blueprint Implementation, Airport Land Use, Housing Needs Allocation, Open Space, Climate, and Air Quality. (Meets monthly or as needed)

Transportation Committee: Thirteen members, one non-voting and one ex-officio, appointed from the SACOG Board and the Caltrans District 3 Director to review all items relating to transportation issues with MTP, MTIP, and SIP as well as the SAFE program. (Meets monthly or as needed)

Strategic Planning Committee: Twelve members comprised of the SACOG Chair, Vice Chair, prior year's Chair and the Chairs of the other four committees, to review the JPA, Board representation, and long-term vision planning. This committee also acts a liaison to the regional legislative delegation. (Meets as needed)



Lake Natoma, Folsom

About SACOG

(Continued)

Institutional Relationships

SACOG's planning process includes many regional planning partners, including the tribal governments and other regional stakeholders. In addition to its member agencies, SACOG has a cooperative agreement with the Placer County Transportation Planning Agency and the El Dorado County Transportation Commission that spells out the planning and programming relationships between the agencies. SACOG's jurisdiction as the federal Metropolitan Planning Organization includes large portions of Placer and El Dorado counties, but under state law, they operate as separate regional transportation planning and programming agencies (RTPAs). Furthermore, SACOG is a close working partner of the transit agencies and has an annual agreement with the Sacramento Regional Transit District to identify joint planning projects. Cooperation in the programming process relies on the efforts of the staff and Board of the county transportation agencies in setting county-wide priorities for SAFETEA-LU and STIP funding.

Interagency and Community Consultations/Outreach

Advisory Committees

The Board has established a number of advisory committees as a means of obtaining advice from citizens, key interest groups in the community, and partner planning agencies on a variety of subjects. SACOG seeks advice from local agencies on transportation and land use plan content and investment decisions. SACOG works not only with the agency staff, but with governing boards, technical committees, and advisory committees. These advisory committees typically include representatives of citizens' advocacy groups, the private sector, major colleges and universities, transportation management professionals, and private citizens unaffiliated with any of the above groups. Committees are augmented, restructured, added to, or discharged from time to time based upon the issues and concerns faced by the Board. Currently these committees are:



Wheatland pumpkin patch

Airport Advisory Committee: A fifteen-member committee composed of managers of the public use airports located within SACOG's Regional Transportation Planning Agency boundary, as well as representatives from Beale Air Force Base. The Committee provides recommendations to the SACOG Board of Directors regarding the Regional Aviation Capital Improvement Plan, prepared biennially, and advises SACOG staff and the SACOG Board on aviation issues of regional concern. (Meets on call)

Bicycle and Pedestrian Committee: A committee of about 80 members made up of representatives from local bicycle advocacy groups as well as local government and nonprofit groups involved in bikeway planning. The committee advises SACOG on the non-motorized content of the Metropolitan Transportation Plan and on priorities for non-motorized projects. (Meets quarterly)

About SACOG

(Continued)

5310 Evaluation Committee: The role of the committee is to objectively review and score local project applications for the FTA Section 5310 Capital Grant Program. The program provides funds on a statewide competitive basis for the purchase of equipment to transport elderly and disabled persons. Eligible applicants are private, nonprofit organizations and public bodies that coordinate transportation service. (Meets annually)

Goods Movement Advisory Group: The movement of goods or freight has always been one of the most important functions of the transportation system and is certainly of vital importance to the health of the economy and to ensuring a high quality of life. SACOG works with the region's jurisdictions as well as other state and local agencies and the private sector through its Goods Movement Advisory Group (GMAG) to make certain that planning for goods movement is incorporated into the overall transportation planning process. SACOG looks to build on the work of the recently completed Regional Goods Movement Study to identify specific projects and areas of study to evaluate further. The GMAG serves as both an advisory committee for these activities as well as a regional forum for goods movement issues. (Meets quarterly and as needed)

Planners Committee: A twenty-eight-member committee consisting of the planning directors or their designees of each of SACOG's member jurisdictions. The committee was originally formed to advise SACOG on the development of the Blueprint Project and is now advising on Blueprint implementation and the Regional Housing Needs Allocation process. (Meets on call)

Public Participation Committee: A committee made up of members of organizations required under SAFETEA-LU and includes representatives of the disabled, pedestrian walkways, bicycle transportation, public agencies, transit operators, goods movement, private providers of transportation, and other interested parties.



Yuba County orchard

About SACOG

(Continued)

Regional Planning Partnership: A committee with close to 100 representatives from local, regional, state, federal agencies, and tribal governments, as well as representatives of business, environmental, and minority organizations and associations. The Partnership assists SACOG with its transportation and air quality planning responsibilities. It also serves as the primary forum for interagency and public consultation requirements of federal transportation and air quality regulations. (Meets monthly)



White Rock Park, Rancho Cordova

SACMET Travel Demand Model Technical Advisory Committee (TAC): The SACMET TAC is composed of planning and engineering professionals from local public agencies, as well as consultants and others who are registered users of the SACMET travel demand model. The TAC has two roles: One is to provide SACMET users with training and technical support on the model; the other is to provide a forum for discussion of issues related to SACMET. Proposed SACMET changes and improvements, and the results of changes and improvements made, are presented for information and discussion. Modeling issues of a more general nature, but germane to SACMET or the Sacramento region, are also discussed. The SACMET TAC meets two or three times per year, on an as-needed basis. SACMET TAC mailings go to about 50 people. (Meets as needed)

Sacramento Emergency Clean Air and Transportation (SECAT) Air Quality Policy Group: A ten-member committee consisting of representatives from each of the air districts within the Sacramento federal ozone nonattainment area, Federal Highway Administration, Environmental Protection Agency, Air Resources Board, and SACOG. The committee assists SACOG and its air quality planning partners in developing a strategy or strategies that focus available resources on achieving both attainment of the National Ambient Air Quality Standard for ozone and conformity goals. (Meets on call)

Sacramento Emergency Clean Air and Transportation (SECAT) Technical Advisory Committee: An eleven-member committee consisting of representatives from each of the air districts within the Sacramento federal ozone nonattainment area, Federal Highway Administration, Environmental Protection Agency, Air Resources Board, Caltrans, and SACOG. The committee advises the SECAT Policy Group on guidelines and criteria for evaluating and approving projects under the SECAT program. (Meets on call)

Social Service Transportation Advisory Council: Three councils have been established—one each for Sacramento and Yolo counties, and a joint Sutter-Yuba county council. Each council is composed of potential transit users who are elderly, handicapped, low-income or general public; representatives of agencies that provide social services or transportation for seniors, handicapped, and low-income persons; representatives from the local Consolidated Transportation Services Agency; and a representative of a transit operator. Each council participates in the identification of transit needs in the county(ies) it serves; makes recommendations regarding unmet transit needs; and advises the Board on other major

About SACOG

(Continued)

transportation issues, including the coordination and consolidation of specialized transportation services. These councils are required by state law. (Meets on call)

Transit Coordinating Committee: The Committee provides a forum for the discussion of transit plans and issues, coordinates transit studies and systems on a regional basis, disseminates federal, state and local transit information, reviews and comments on the MTP and the MTIP, and gives input into SACOG's Overall Work Program. (Meets at least quarterly)

Transportation Demand Management Task Force: The Task Force advises the SACOG Board of Directors on the operations and marketing of the Rideshare Program and on the demand management content of the MTP.

Ad Hoc Committees

Occasionally, projects of great significance warrant the formation of committees of stakeholders or special groups. In these circumstances, the Board has appointed special committees to assist in guiding efforts on these projects. Currently the following are active Ad Hoc Committees:

ADA Compliance Committee: A five-member committee composed of an elected official and representatives from the following sectors: disabled, business or non-profit, education, and health/medical. The Committee reviews unresolved ADA-related complaints, requests or suggestions from disabled persons regarding access to and participation in public facilities, services, activities, and functions of SACOG.

Community Design Grant Review Committee: A committee made up of members from many of SACOG's advisory committees, such as the Transit Coordinating Committee, Regional Planning Partnership, Transportation Demand Management Task Force, etc., who review the grant applications for the Community Design Grant Program.

Sacramento Region Intelligent Transportation Systems Partnership: A forum for technical staff to share information, coordinate on project planning and implementation, and provide advice and input to SACOG on ITS funding advocacy efforts.



Brewster Building, Galt

SACOG Participation in Other Public/Private Efforts in Regional Planning-Related Issues

Cooperation and coordination in transportation and air quality issues with other agencies or groups is obtained through participation in the following activities and organizations:

Liaison to Local Transportation Planning Agencies: SACOG maintains liaisons with each city and county and with other transportation agencies throughout the region to help coordinate transportation planning and programming and to facilitate information exchange. In some cases, SACOG liaisons serve on both the technical and advisory committees. SACOG maintains liaisons with the following:

About SACOG

(Continued)

- Air Districts – 5 districts within the Sacramento Air Quality Planning Area
- Caltrans District 3
- El Dorado County Transportation Commission (EDCTC) as the RTPA for El Dorado County
- Native American Tribal Governments
- Paratransit, Inc.
- Placer County Transportation Planning Agency (PCTPA) as the RTPA for Placer County
- Sacramento Regional Transit District (SRTD)
- Sacramento Transportation Authority (STA)
- Tahoe Regional Planning Agency (TRPA)
- Transit Operators – 14 regional operators
- Transportation Management Associations (TMAs)
- Yolo County Transportation Advisory Committee
- Yolo County Transportation District (YCTD)

California Federal Programming Group: The purpose of this group is to facilitate integration, improvement, and maintenance of state and local databases used in transportation programming and discussion of federal programming issues. The group's membership includes representatives from Caltrans and several MPOs across the state. (Meets as needed)



Lincoln City Hall

California Service Authority for Freeways and Expressways (SAFE) Committee: SACOG serves on the California SAFE Committee for the counties of Sacramento, Glenn, El Dorado, Sutter, Yuba, Yolo, and San Joaquin. The committee is composed of SAFE project managers from all SAFE counties, Caltrans and the California Highway Patrol. The committee meets approximately every other month to discuss statewide and local call box program issues.

Caltrans Regional Coordination Committee: Caltrans and regional agency representatives meet bimonthly to discuss issues of mutual interest and to forge partnerships for common benefit on state and federal legislation and regulatory matters. SACOG management participates regularly in these meetings.

Capitol Corridor Joint Powers Authority (CCJPA): SACOG continues to be very active in the work of the CCJPA that administers the Auburn-Sacramento-Oakland-San Jose (Capitol Corridor) rail service. SACOG is a member of the Staff Coordinating Group (SCG) formed to advise the CCJPA Board on the Capitol service and staff regularly attends both the SCG and Board meetings.

About SACOG

(Continued)

Central Valley Rail Committee: The counties of Sacramento, San Joaquin, and Stanislaus formed a committee to coordinate rail planning activities in their jurisdictions. This committee meets in Stockton; SACOG attends the meetings as appropriate.

Cleaner Air Partnership: The Cleaner Air Partnership was formed in 1986 as a joint project of the American Lung Association of Sacramento-Emigrant Trails and the Sacramento Metropolitan Chamber of Commerce. It is a private/public regional coalition working to solve the ozone problem in the Sacramento metropolitan area by reducing transportation-related emissions. The objectives are to attain air standards for health and economic growth and to avoid business disincentives that occur when an area is unable to achieve clean air standards. The Partnership has achieved a community consensus for new air quality programs, resulting in shifts of opinion and travel behavior; participation by business in clean air programs; innovative public education programs; and the highest per capita participation in clean alternative fuels and vehicles in the nation.

Green Valley Alliance: SACOG has participated in a public-private effort to preserve open space, including agricultural land, in the Sacramento region. Known as the Green Valley Initiative, this effort emerged from the Regional Economic Cluster Project convened by several public and private organizations and is now a joint project of the Regional Action Partnership and Valley Vision. Staff has contributed land use data and growth forecasts to the project and provided some assistance in meeting logistics, writing, and editing.

Public Works Coordination Group: The group provides a forum for the discussion of transportation (roads and highways/freeways) plans and issues, coordinates transportation studies and systems on a regional basis, disseminates federal, state and local transportation information, reviews and comments on the MTP and the MTIP, and gives input into SACOG's Overall Work Program. (Meets quarterly)



Rocklin

Regional Managers Forum: A twenty-seven member committee composed of county executives and city managers. Advises SACOG on a wide range of administrative issues including program, relationships with members, and administration of state and federal programs. (Meets quarterly)

Regional Transportation Planning Agencies Group: Membership composed of state-designated regional transportation planning agencies (RTPAs). The group meets in conjunction with the California Transportation Commission (CTC) and coordinates the regional agencies' responses to the

development and implementation of state transportation policy.

Rural Counties Task Force: The task force consists of representatives from rural counties who meet to discuss transportation issues affecting rural areas and to provide input to California Transportation Commission (CTC) deliberations of rural issues.

About SACOG

(Continued)

Sacramento-Placerville Transportation Corridor Joint Powers Authority: The SACOG Chief Executive Officer participates as an ex-officio member of the JPA. The JPA was created to coordinate the efforts of Sacramento County, Sacramento Regional Transit District, the City of Folsom, and El Dorado County in the acquisition, use, and preservation of the railroad right-of-way between the cities of Sacramento, Folsom, and Placerville.

San Joaquin Valley Rail Committee: SACOG participates in the work of the San Joaquin Valley Rail Committee as appropriate. While the agency does not participate as actively in the San Joaquin Valley Rail Committee's activities as it does in the Capitol Corridor and Regional Rail efforts, SACOG understands the value of the San Joaquin service to the region and fully supports Caltrans' efforts to build ridership and revenues on this important line. SACOG attends these meetings when feasible.

Valley Vision: The goal of Valley Vision is to help the region develop in a manner that creates business opportunities, benefits public health and safety, and preserves and enhances our environment and our way of life. Valley Vision serves as a catalyst to energize and help citizens in the region to reach consensus on a bold vision for our future. Since formulating a vision begins with knowledge, they conduct research on the critical problems confronting the region and serve as a clearinghouse for data and information that support regional efforts. Valley Vision has supported the Blueprint and MTP 2035 projects in the past and is currently supporting the RUCS project by recruiting a broad diversity of participation in public workshops.



Yuba City Pacific Flyway

About SACOG

(Continued)

Public Involvement

Consultation and public participation during the development of transportation plans, programs, and projects is an integral part of the transportation planning process. An open and accessible consultation and public participation process is critical for discussing and resolving regional transportation issues. SACOG has an adopted Public Participation Plan that outlines specific procedures for consultation and public participation. This document includes evaluation procedures that measure the effectiveness of SACOG's outreach and involvement efforts and ensures there is adequate effort made to include the traditionally underserved and underrepresented in the planning process, including coordination and consultation with Native American tribal governments.

SACOG uses a mix of committees, public hearings, workshops, surveys, and publications to inform, gauge, and respond to public concerns regarding regional issues. The direct involvement of citizens and organizations that represent specific segments of the population is encouraged to ensure that plans and programs reflect the diverse interests within the region. SACOG allows for public participation at all levels of the planning process. All committee and Board of Directors' meetings are open to the public. SACOG also schedules public hearings during the development of the Metropolitan Transportation Plan, Metropolitan Transportation Improvement Program, unmet transit needs process, and air quality conformity process to allow for public review and comments. All public hearings are noticed in advance via the SACOG website, local print media, and electronic mail to stakeholder lists. The SACOG Board of Directors also provides for public comment on all items requesting action included in the monthly board agenda, regardless of whether or not a public hearing is required by law. All meeting agendas are posted to the SACOG website and are available for public review and comment.

Additionally, SACOG communicates with citizens and groups through the local media, agency publications, and special presentations and workshops. Newsletters, report summaries, and news releases are used to present technical and policy issues in plain terms to a broad audience. Staff members make presentations on specific issues to local community, civic, and business groups. Additional information on individual topics and copies of full reports are made available on request through the agency's Regional Information Center, or via the Internet at the SACOG home page at www.sacog.org. SACOG also uses its website for public access to the times and places for citizen involvement in the various projects and issues throughout the SACOG region.



Train trestle in Winters

About SACOG

(Continued)

Federal Certification Process

Federal urban transportation planning regulations require that SACOG annually certify that its planning process is being carried out in conformance with all applicable federal requirements. This certification is executed with the adoption of the Overall Work Program and Budget and authorizing resolution. In essence, the certification finding to be made by the Board of Directors is based upon five factors: (1) The agency must be officially designated as the Metropolitan Planning Organization (MPO) for the Sacramento Region; SACOG must have an adopted (2) Metropolitan Transportation Plan (MTP), (3) Metropolitan Transportation Improvement Program (MTIP) and (4) Overall Work Program (OWP), which meet the necessary federal requirements; and finally, (5) the MTP and MTIP must be found to be consistent with the regionally-adopted air quality plan.

As the basis for determining the adequacy of compliance, SACOG maintains on file copies and provides Caltrans with the appropriate documents and endorsements. Annually, as a part of the OWP adoption process, the Board makes the required certification finding, which is transmitted to Caltrans and the Federal Highway Administration (FHWA). Caltrans notifies SACOG if there are any deficiencies in the planning process, which could result in conditional certification. In such a case, the corrective actions and the date by which they must be taken are specified in an agreement between SACOG and Caltrans.



Blue oak trees in Yuba County

In addition to the annual certification, a quadrennial review is conducted by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) to jointly review SACOG's transportation planning process and ensure that the agency's planning activities are conducted in accordance with FHWA and FTA regulations, policies, procedures, and guidance, including the provisions of *Intermodal Surface Transportation Efficiency Act of 1991* (ISTEA) and the *Safe,*

Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). SACOG underwent a triennial review in October of 2010 and received notice in February 2011 that the certification had been renewed.

Description of the SACOG Region

The Sacramento Region's six contiguous counties—El Dorado, Placer, Sacramento, Sutter, Yolo and Yuba—encompass more than 6,500 square miles of beautifully diverse California landscapes. There are Capitol promenades and world-class research universities, Central Valley farms, and relatively affordable housing—all within easy reach of Lake Tahoe, the Sierra foothills, the San Joaquin delta, and the San Francisco Bay.

It is easy to see why our region's population swelled by a third to over 2.3 million people by 2010. While 81 percent of the region's residents rated their city or community an "excellent" or "good" place to live in a 2004 poll, they also cited increasing concerns about growth and its impacts on traffic, agriculture and the environment.



Bicentennial Witness Tree in Live Oak

The Economy

- The Milken Institute recently ranked our region the 15th “Best Performing City” in the country for its economy and business climate.
- Our average annual rate of job growth outperformed both that of the state and the nation during the recession, and net jobs increased by 5 percent since 2000.
- Federal, state and local governments provide more than a quarter of our jobs—roughly a third higher than the statewide average. The University of California, Davis, and its medical center are the region’s second-largest employers.
- The region’s fastest-growing job clusters from 2000-2002 were information/telecommunication services and construction.
- Dun and Bradstreet and *Entrepreneur* magazine ranked Sacramento as the second-best large city for entrepreneurs in the western U.S.

Description of the SACOG Region (Continued)

The Social Landscape

- *Time* Magazine named Sacramento the nation's "Most Diverse City" in 2002, based on an analysis in partnership with Harvard University.
- Roughly 16 percent of our public-school students are English Language Learners, and they speak more than 54 languages.
- The overall number of higher-education degrees awarded to students here increased by 18 percent between 1998 and 2002.
- Thirty-eight percent of our school-aged children are enrolled in free or reduced-price meal programs at their schools—a partial measure of poverty—compared to 48 percent statewide.
- Thirty-eight percent of households in Sacramento, El Dorado and Placer counties could afford to buy a median-priced home in 2003—better than the state rate of 29 percent, but a steep decline from the 62 percent local rate in 1998.

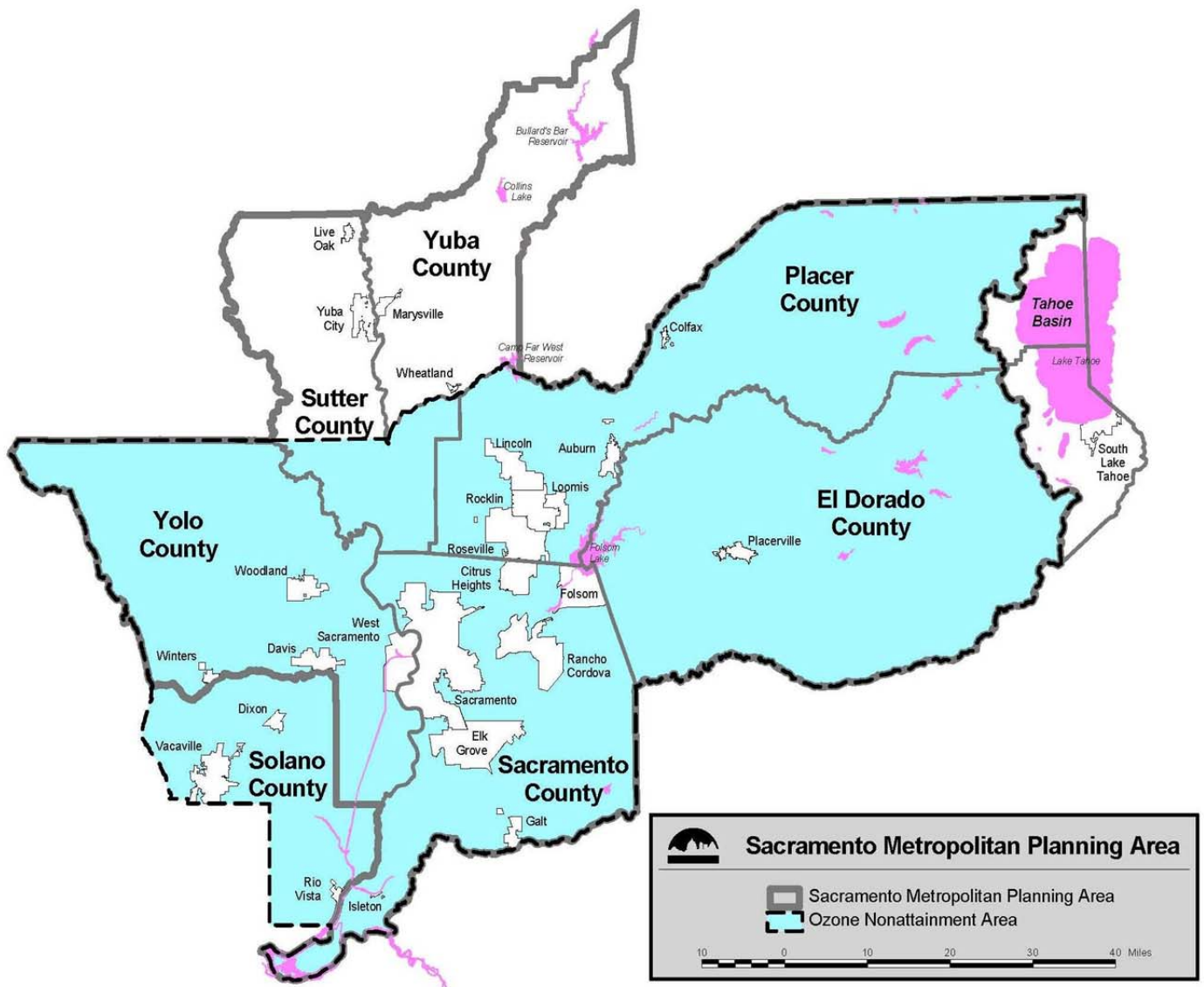


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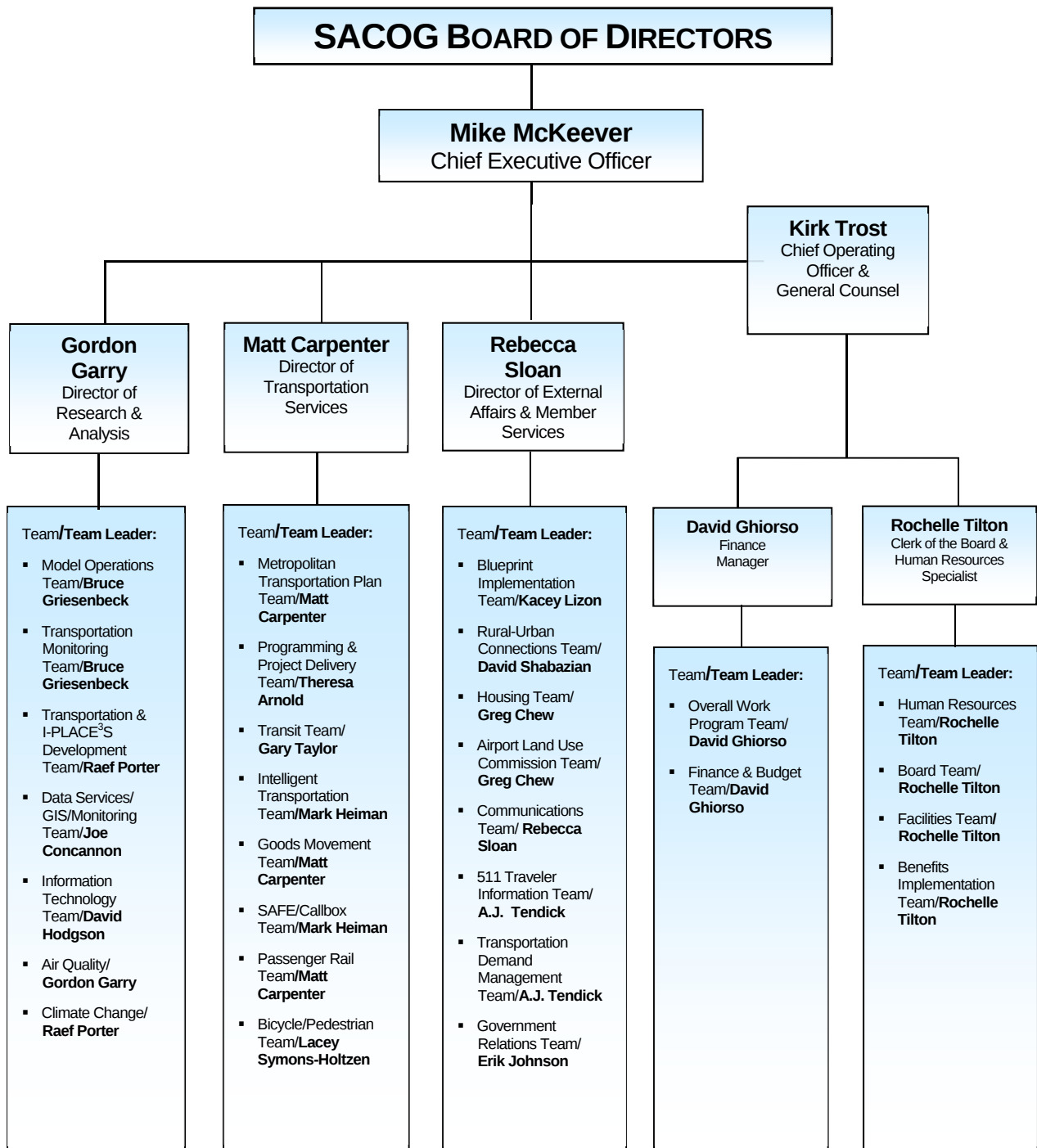
The Environment

- About 94 square miles or 60,000 acres of our agricultural lands were converted to urban and built-up uses between 1984 and 2000.
- Roughly 61,000 acres in the region are protected for wildlife and/or recreation by land conservancies and trusts.
- Our residents drive an average of 26 miles every day, higher than Los Angeles and Orange counties. Growth in miles traveled is increasing faster than the population.
- The American Lung Association has rated the Sacramento region as the seventh worst in the nation for ozone air pollution and eighth-worst for small, lung-damaging particles, based on federal data. Seventy percent of our ozone is produced by cars, trucks and other mobile sources.
- An estimated one in six children in the region has been diagnosed with asthma.

Sacramento Area Council of Governments
Metropolitan Planning Area



Organization Chart



Team Descriptions

Team Director: Gordon Garry, Director of Research & Analysis

Model Operations Team – SACOG is responsible for developing and maintaining tools for forecasting or projecting future demand and utilization of the region's transportation system. The key forecasting tool is SACSIM, the regional travel demand forecasting model. This team is responsible for assembling from various sources forecasted land use, demographic, and transportation system data, as well as forecasts or projections of key exogenous factors which affect future conditions (e.g., fuel prices, etc.). Updates to modeling datasets tools are also the responsibility of this team.

Transportation Monitoring Team – SACOG collects, assembles, integrates and publishes data and information related to demand for and utilization of the region's transportation system. The data and information are used directly by SACOG to track changes in demand and use of the system, validation of SACOG travel demand forecasting models, and to assist in framing discussion of transportation issues in its advisory committees. Starting in 2010, this team publishes a compilation of transportation monitoring data.

Transportation & I-PLACE'S Development Team – The Transportation and I-PLACE'S Development team creates new tools and updates existing tools to measure the efficiency of land use and transportation, and the interaction between the two. SACOG uses these tools internally to analyze the impacts land use has on travel behavior, local and regional economics, and climate change. The team also works with partner agencies and member jurisdictions in the use of the tools, collection and input of data, and analysis of outputs.



West Sacramento City Hall

Data Services/GIS/Monitoring Team – This team of research analysts collects current information on housing, employment and demographic characteristics in our six county region. The team works with information from California Department of Finance and U.S. Census Bureau to reconcile information developed by these agencies with the information detailed information collected in our monitoring efforts. Much of the information is managed through relationships with our member and partner agency Geographic Information Systems (GIS) programs.

Information Technology Team – The Information Technology team is responsible for supporting SACOG staff computers and printers to ensure they have the IT tools and training necessary to complete their jobs; setup, configuration, maintenance and analysis of the SACOG network to keep data readily available to staff; maintenance and repair of computer equipment and printers; maintenance of a valid and functional data backup and archival system; maintenance and management of SACOG's Internet and e-mail systems; maintenance of a safe and secure network system and management of SACOG's phone system.

Team Descriptions

(Continued)

Air Quality Team – The Air Quality team tracks federal state and local air quality regulations; ensures that MTP and MTIP projects are tracked and monitored to meet SIP requirements; models and projects the impacts of implementation on criteria pollutants in the region; performs regional analysis; monitors TCM implementation; and monitors project level conformity.

Team Director: Matt Carpenter, Director of Transportation Services

Metropolitan Transportation Plan Team – The MTP team is responsible for updating the plan to meet federal and new state requirements, including state Senate Bill 375. The update process includes development of transportation and land use planning scenarios as part of SB 375 implementation, public and stakeholder outreach on the plan, informing the California Air Resources Board on the SB 375 greenhouse gas emissions reduction target-setting process. As part of the latest MTP update, staff developed a Sustainable Communities Strategy (SCS) and/or Alternative Planning Scenario (APS) for the MTP. A program-level Environmental Impact Report (EIR) for the MTP and SCS/APS was also developed. Both were adopted in April 2012.

Programming & Project Delivery Team – The Programming and Project Delivery Team is responsible for ensuring that the federal and state funds which the SACOG region receives are spent in a timely and appropriate manner. The team monitors funding policies and requirements; performs outreach for federal and state reviewing agencies; performs outreach to identified stakeholders; communicates needs to the Board and operates under Board-delegated authority; and oversees funding rounds and assists with new funding opportunities. The team actively tracks project delivery and assists project sponsors with any issues that might arise in the delivery of a project. The team has a long history of working with our project sponsors and regions across the state to ensure that SACOG maintains a high standard of delivery.



Ellis Lake in Marysville

Transit Team – The SACOG Transit Team provides planning and programming support and a forum for coordination among the region's transit operators as part of the Transit Coordinating Committee. The Transit Team administers funding, annual apportionments and all other requirements of the Transportation Development Act (TDA). Additionally, the SACOG Transit Team administers various state and federal grant programs and all other requirements of those grant programs while working closely with Caltrans as well as the FTA.

Team Descriptions (Continued)

Intelligent Transportation Team – The Intelligent Transportation Systems Team (ITS Team) provides expertise to partner agencies and provides a forum for sharing of best practices and lessons learned. Through the application of ITS investments, coordination between the various transportation divisions within the partner agencies the ITS Team has facilitated improved traffic flow, reduced air pollution and continue to improve the data which can be fed into our traveler information system.

Goods Movement Team – The Goods Movement Team supports the planning activities in the region as they relate to commercial goods movement. The primary focus is the coordination of truck routes between the individual agencies involved in designating routes. Similarly a planning study has been funded for SACOG in conjunction with the San Joaquin COG to assist in interregional alignment of truck routes. Most of the technical work will be focused in the 2011-12 budget year on this project. The Goods Movement team will be coordinating with representatives from the goods movement industry, transportation agencies and law enforcement as we move forward in our planning activities.

SAFE/Callbox Team – The Capitol Valley Service Authority for Freeways and Expressways (SAFE) program is responsible for budgeting and oversight of the SAFE program. Through the use of SAFE funds the team is working to reduce congestion, improve air quality and improve the safety of motorists through rapid assistance in the event of an incident. The key components of this program include the Freeway Service Patrol (FSP) and the roadside Call Box system. Both of these systems target the safety of the general public when they find themselves disabled and in need of assistance along a major highway. The Team is actively developing and deploying a cellular phone base system with the same capabilities as the roadside Call box program, but allowing for public access via the 511 traveler information telephone system. The SAFE Team, in conjunction with the Intelligent Transportation Team and the Transportation Demand Management Team, provide the region's 511 multi-modal traveler information telephone and web based services.



Sutter County Hall of Records

Passenger Rail Team – SACOG's rail planning currently involves participation in the following groups: 1) the Capitol Corridor Joint Powers Authority (CCJPA) Staff Coordinating Group (SCG)--a group of transportation agencies staffs along the 165-mile Capitol Corridor, from Auburn to San Jose, charged with advising the CCJPA Board on management and operation of the rail service; 2) the California High Speed Rail Authority (CHSRA), responsible for the planning and implementation of the proposed California High Speed Rail system; 3) Central Valley Regional Rail Group and the Altamont Corridor Partnership Working Group--both groups working in consonant with the CHSRA in planning the high speed rail and regional rail services in their respective corridors; and 4) Caltrans's Central Valley Rail Committee, a group that advises Caltrans on the San Joaquins service and rail planning generally in the Central Valley corridor.

Team Descriptions (Continued)

Bicycle/Pedestrian Team – The Bicycle/Pedestrian Team makes its expertise available to partner organizations and groups throughout the region to support their bicycle and pedestrian planning efforts. Within this role, the Team maintains the Regional Bicycle, Pedestrian, and Trails Master Plan and facilitates the SACOG Bicycle and Pedestrian Advisory Committee, which is comprised of 80 members throughout the region and functions as an advisory committee to the SACOG Board of Directors on the non-motorized issues. The Team also participates in the planning and coordination of the Sacramento May is Bike Month campaign. Additionally, the Team manages the Regional Bicycle & Pedestrian Funding Program, which provides millions in bike/pedestrian funding in Sacramento, Sutter, Yolo, and Yuba Counties. The Team also handles information requests and participates in a variety of projects related to bicycle/pedestrian issues. The Team is responsible for "Complete Streets" related topics, including learning and disseminating new information and hosting related events as appropriate. The Team is a member of the local Complete Streets Coalition and manages the Complete Streets Resource Toolkit.

Team Director: Rebecca Sloan, Director of External Affairs & Member Services

Blueprint Implementation Team – This team supports local jurisdictions and partner agencies in local Blueprint implementation, including: model, analyze and comment on local plan updates and projects at the request of local jurisdictions; coordinate commenting and monitoring of projects with partner agencies (air districts and transit districts); provide technical assistance in the form of modeling, data, analysis, or tools software training for local planning updates related to Blueprint implementation; provide competitive grant opportunities when funds are available for Blueprint-supportive projects; maintain and update regional land use database of local plan. This team also develops land use forecast for MTP update and Regional Housing Needs Allocation and provides information and support to other internal SACOG teams that interface with local land use and Blueprint issues.



Field in Winters

Rural-Urban Connections Team – The RUCS team is focused on studying the challenges and opportunities of enhancing rural economic viability and environmental sustainability. They assemble data and information on the project's five topic areas: rural land use and conservation, infrastructure, economic opportunities, forestry, and regulations. Data and models are used to analyze changes in rural areas that may improve or hinder regional and local goal and objectives for economic and environmental sustainability. The team uses models to test changes in the primary rural land use and economic activity, agriculture, and provide decision makers with better information

for decisions that affect rural areas. The team also uses an infrastructure fiscal model to help rural communities understand the impacts of development and plan for more balanced communities. The team regularly works with local, state, and national stakeholders to gather feedback on the project and address needs in communities throughout the region. The team also works with the SACOG board to determine areas where the agencies should focus ongoing efforts.

Team Descriptions (Continued)

Housing Team – The SACOG Housing Team provides assistance to local governments in determining future housing needs projections and meeting the requirements of the California Housing Element Law. The team also evaluates and provides guidance on development projects that are attempting to include smart growth elements and/or affordable housing. The team is comprised of land use planners with backgrounds in modeling, urban design review and program management.

Airport Land Use Commission Team – The Airport Land Use Commission Team provides technical airport compatibility reviews for development projects near public use and publicly-owned airports, per the California Aeronautics Law. The team also develops updates to the state-mandated Airport Land Use Compatibility Plans for each public airport.

Communications Team – This team is responsible for updating and improving SACOG Web sites; coordinating media and public information; planning and executing public meetings, workshops, and special events; managing the Transportation Demand Management (TDM) education and outreach programs; and building and maintaining collaborative and productive relations with SACOG Board Members, member agencies, and the public at large.

511 Traveler Information Team – The 511 Traveler Information Team is working to improve the safety of motorists through rapid assistance in the event of an incident. The key components of this program include the Freeway Service Patrol (FSP) and the roadside Call Box system. Both of these systems target the safety of the general public when they find themselves disabled and in need of assistance along a major highway. The Team is actively developing and deploying a cellular phone base system with the same capabilities as the roadside Call box program, but allowing for public access via the 511 traveler information telephone system. The 511 Traveler Information deployments continue to evolve in the region with the implementation of the STARNET project. The STARNET project is allowing for real-time information on the status of transit, arterial, and highway information to be integrated into the 511 telephone. It is anticipated that this effort will assist in demonstrating the accessibility and feasibility that alternative modes of transportation provide.



McClellan Field

Government Relations Team – Each year, the Board of Directors adopts state and federal advocacy principles that determine the issues SACOG will follow. This team is responsible for tracking legislation moving through the State Legislature and Congress each year, and presents SACOG board members with analysis of key legislation of interest to SACOG. It also works with the state and federal executive branches on policy issues of interest to SACOG.

Team Descriptions (Continued)

Transportation Demand Management Team – The Transportation Demand Management Team supports SACOG's Rideshare program by designing and implementing tools, materials and outreach campaigns to promote alternative transportation modes. This includes the Sacregioncommuterclub.org, mayisbikemonth.com and sacregion511.org websites and the materials and campaigns that promote them. The team also coordinates the Regional Rideshare Partnership and SACOG's TDM Task Force.

Team Manager: David Ghiorso, Finance Manager

Overall Work Program (OWP) Team – The Overall Work Program Team is comprised of finance staff, directors and department liaisons and is responsible for compiling and coordinating projects for the OWP each fiscal year. The team produces amendments to the OWP throughout the year to incorporate new projects or make adjustments to existing projects. The team also submits quarterly reports to the California Department of Transportation for each project regarding the progress of work. This team works in conjunction with the Finance & Budget Team to determine the availability of funding for projects.



Train in Roseville

Finance & Budget Team – The Finance & Budget team prepares the annual Budget including the OWP and the annual SACOG financial statements. The team is responsible for coordinating and overseeing the annual financial and TDA audits, for interfacing with auditors and outside agencies, for processing accurate paychecks, on time and in compliance with applicable laws and regulations. The team processes timely and accurate payments for vendors, consultants, and employee expenses, including 1099's. The team prepares revenue billings and the state controllers report. The team also distributes financial reports and budget information to internal

staff and Executive Management and provides budget guidance with regard to the OWP, indirect costs and overhead rates.

Team Manager: Rochelle Tilton, Clerk of the Board/HR Specialist

Human Resources Team – The Human Resources Team is responsible for managing the recruitment process for new employees, providing new employee orientation and providing training to staff and managers. The team works in conjunction with the Benefits Implementation Team to provide information on employee benefits to staff.

Team Descriptions

(Continued)

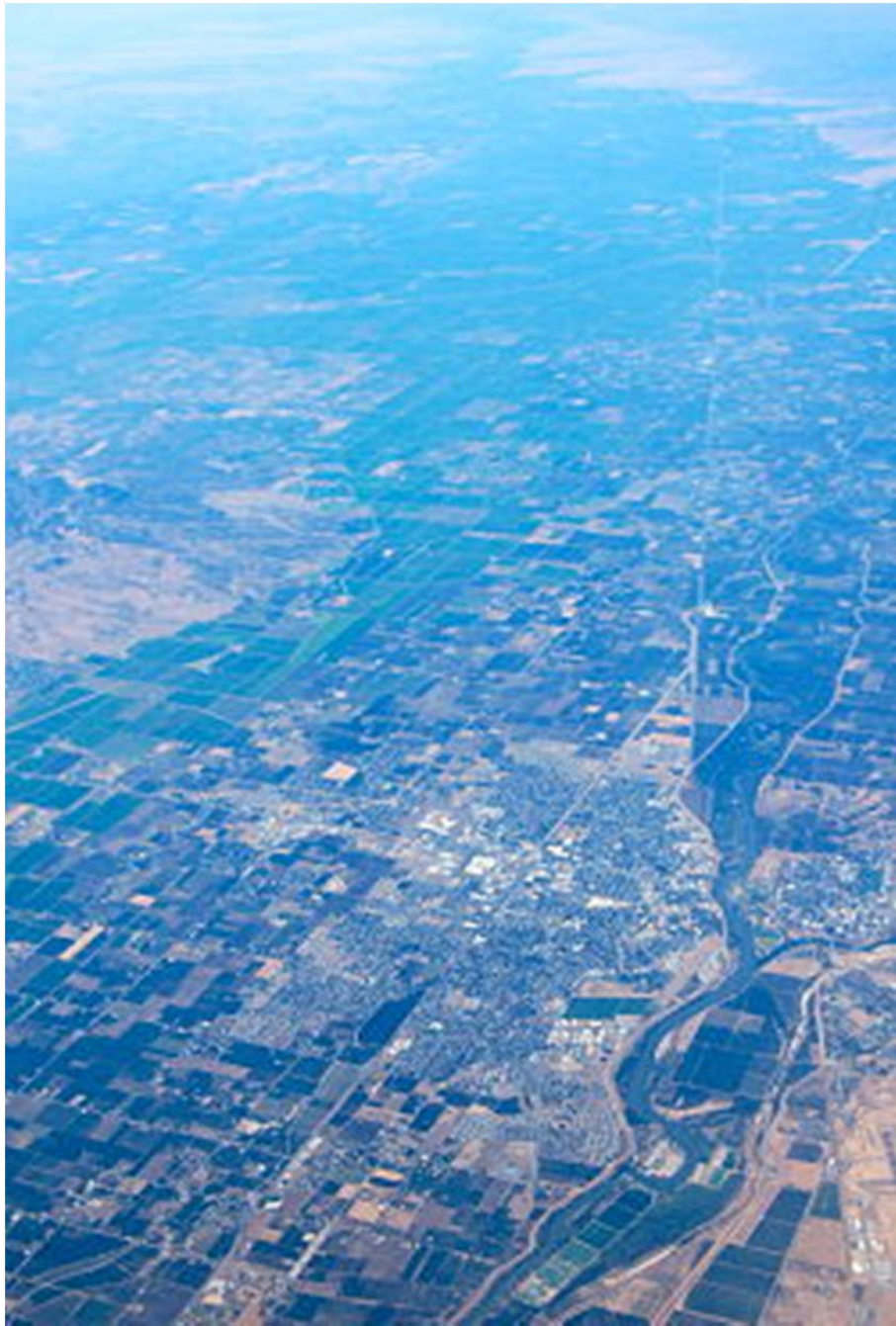
Board & Chief Executive Officer Support Team – The Board and Chief Executive Officer Support Team is responsible for providing assistance to the Board of Directors and the Chief Executive Officer, which includes scheduling monthly board meetings, taking minutes at the meetings, arranging travel; overseeing the production of monthly board agenda packets; maintaining and filing Fair Political Practice Commission forms; and providing general administrative support.

Facilities Team – The facilities team is responsible for serving as a liaison between the building management company and staff, as well as coordinating services and maintenance of the office space.

Benefits Implementation Team – The Benefits Implementation Team oversees the management of employee benefits, including providing enrollment information and changes in benefits to staff. The team also researches new benefits for implementation and cost savings. The team works in conjunction with the Human Resources team.



Elk Grove park



Yuba City from the air

Strategic Plan



SACRAMENTO AREA COUNCIL OF GOVERNMENTS 2010 ANNUAL STRATEGIC PLAN

**Adopted by SACOG Board of Directors
March 18, 2010**



MANAGEMENT PARTNERS
INCORPORATED

Strategic Plan

(Continued)

Executive Summary

The Sacramento Area Council of Governments (SACOG) plays a unique role in the greater Sacramento area. It was formed as a regional planning commission in 1965 and became a joint powers authority of city and county governments in 1980 to ". . . to provide a forum for the discussion and study of area wide problems of mutual interest and concern to the cities and counties, and to facilitate the development of policies and action recommendations for the solution of such problems."¹ As a result, it serves as an integrator of city, county and other stakeholder interests in the region; a focus for the resolution of common issues facing the region. Its fundamental core mission is regional transportation planning and serving as the region's Metropolitan Planning Organization (MPO), which under Federal Law develop and implement regional transportation plans in partnership with local governments. Most of SACOG's funding sources are related to this transportation mission. Over the years, its members have expanded its role to address a range of environmental and land use issues requiring consensus building intended to improve the quality of life in the region. A major effort resulted in the preparation of the nationally recognized Blueprint Transportation and Land Use Study which created a vision for the Sacramento region's future growth.

At the beginning of 2009, SACOG initiated a strategic planning process to guide decision making and priority setting. Management Partners was engaged to assist with this effort by providing process advice and preparing a final written strategic plan. SACOG staff and board members were involved in the process and the resulting strategic plan reflects their ideas and recommendations.

The objectives of the strategic planning process were the following:

- Establish goals for the organization, intended to guide priority setting, decisions about work programs and staffing, and other decisions by staff and Board over the next several years.
- Strengthen SACOG's ability to successfully provide the support, innovation and assistance needed by our region to meet the challenges it is and will be facing.
- Create a dynamic document and framework which can be used on an ongoing basis to help guide budget and work planning efforts to ensure that they are focused, targeted and meet the interests of the Board and the region.
- Engage SACOG staff, Board and stakeholders in identifying important goals for the strategic plan.

The Strategic Plan which resulted from this effort has three overarching themes which are further spelled out in the familiar strategic plan hierarchy of mission, values, goals, strategies, and finally, an annual business plan. These themes, in no particular order of importance, are summarized below:

1. The Strategic Plan is going to be an important tool in helping SACOG to modernize and improve the federally required Overall Work Program (OWP) process. It will do this by

¹ Joint Powers Agreement of the Sacramento Area Council of Governments.

Strategic Plan (Continued)

linking the budget and the OWP to the development of annual business plans under the Strategic Plan umbrella.

2. The Strategic Plan is intended to establish a process for assisting SACOG with organizing and establishing its priorities. As an organization, SACOG exists in a highly dynamic environment; the Board, staff and community stakeholders will be aided by this structure for deciding what the organization can do successfully.
3. Finally, but importantly, the Strategic Plan is designed to guide SACOG's work as a partner with its member agencies by assisting the local governments in coping with the tremendous demands for service they face.

The specifics of how SACOG will approach this work are laid out in the Strategic Plan which follows. The overall intent of the Plan is to give the organization the tools necessary to best serve the interests of the greater Sacramento region, and continue to be a leader in this regard across California and the nation.

Strategic Planning Approach

A variety of methods were used to gather and analyze data and to engage staff, Board and other stakeholders. SACOG staff was involved through focus groups and a workshop. Through the focus groups and workshop, strengths, weaknesses, opportunities and threats were identified, along with a set of organizational values. The values are listed in the next section of this report (Strategic Planning Components). The complete list of supporting and detracting behaviors for the values is provided in Attachment A.

The management team was engaged through two workshops and participation in creating the environmental scan. Board members were engaged through a survey. Outside stakeholders were involved through interviews and meetings. Stakeholders included the city and county chief executives from the region, a community activist, a representative of the Building Industry Association and the real estate industry, and a non-profit group engaged in the development of the Blueprint.

In early December 2009, the draft Strategic Plan was reviewed and approved (with some modifications) for forwarding to the full SACOG Board.

As part of this process, an environmental scan was prepared by Management Partners with assistance from SACOG management team. It provided important context for identifying goals for the future. The complete environmental scan is shown in Attachment B.

Strategic Mission

SACOG's new strategic mission statement as created through this strategic planning process is:

Provide leadership and a dynamic, collaborative public forum for achieving an efficient regional transportation system, innovative and integrated regional planning, and a high quality of life within the greater Sacramento region.

Strategic Plan

(Continued)

Goals for the Future

SACOG has identified three goals for the future, each of which has supporting strategies and performance indicators. The three goals are as follows:

Goal 1: Sustain the agency's emphasis on information-based decision making by providing state-of-the-art data and tools to members, partners, stakeholders and residents to help them shape the futures of their communities and the region.

Goal 2: Maximize strategic influence for the region through integrated regional transportation plans that produce unique and significant quality of life benefits for residents of the region.

Goal 3: Serve as a source of high quality information, convener, and/or advocate on a range of regional issues when the agency's involvement would provide unique, added value to promoting a sustainable future for the region.

SACOG Organization

SACOG serves six counties and twenty-two cities, comprising a 6,190 square mile area with an estimated population of 2,229,000. Member agencies are El Dorado, Placer, Sacramento, Sutter, Yolo, and Yuba counties; the cities of Auburn, Citrus Heights, Colfax, Davis, Elk Grove, Folsom, Galt, Isleton, Lincoln, Live Oak, Marysville, Placerville, Rancho Cordova, Rocklin, Roseville, Sacramento, West Sacramento, Wheatland, Winters, Woodland, Yuba City; and the town of Loomis. SACOG is governed by a thirty-two member Board of Directors (thirty-one voting and one nonvoting). Voting members are appointed by member jurisdictions. The one non-voting member is the Caltrans District 3 Director.

SACOG's breadth is demonstrated by its designations and certifications. Its range of participation and engagement with regional partners and stakeholders is shown in the types of committees it uses to ensure effective regional planning.

It is designated as:

- Regional Transportation Planning Agency for Sacramento, Sutter, Yolo, and Yuba counties by the California State Secretary of Business, Transportation and Housing Agency
- Metropolitan Planning Organization (MPO) by the Governor and the U.S. Department of Transportation for the six-county Sacramento region
- Airport Land Use Commission for Sacramento, Sutter, Yolo and Yuba counties

Strategic Plan

(Continued)

- Service Authority for Freeway and Expressways for Sacramento, San Joaquin, Yolo, Yuba, Sutter, and El Dorado counties
- Area Wide Clearinghouse for the counties of Sacramento, Sutter, Yolo, and Yuba and the cities of Lincoln, Rocklin, and Roseville by the State of California Procedures of Intergovernmental Review of Federal Financial Assistance and Direct Development Activities

SACOG has a number of Board of Directors' Committees and other advisory committees. The current Board Committees are:

- Climate & Air Quality Committee
- Government Relations and Public Affairs Committee
- Land Use and Housing Committee
- Transportation Committee
- Strategic Planning Committee

The current advisory committees are:

- Airport Advisory Committee
- Bikeway and Pedestrian Committee
- 5310 Regional Evaluation Committee
- Goods Movement Advisory Group
- Public Participation Committee
- Regional Planning Partnership
- SACMET Travel Demand Model Technical Advisory Committee (TAC)
- Sacramento Emergency Clean Air and Transportation (SECAT) Air Quality Policy Group
- Sacramento Emergency Clean Air and Transportation (SECAT) Technical Advisory Committee
- Social Service Transportation Advisory Council
- Transit Coordinating Committee
- Transportation Demand Management Task Force

SACOG also has several ad hoc committees, as follow:

- ADA Compliance Committee
- Community Design Grant Review Committee
- Sacramento Region Intelligent Transportation Systems Partnership

In addition to these committees, SACOG is involved in various other public/private efforts in regional planning. See the Overall Work Program document for a complete list and an explanation of each of the committees noted above.

In FY 2009-10, SACOG has a budget of \$38,235,151 and a staff of 54 employees. Its major programs include:

Strategic Plan

(Continued)

- Long and Short Range Transportation Planning
- Land Use and Housing Planning
- Government Relations, Public Affairs and Administration
- Public Services
- Member & Agency Services

Strategic Plan Components

SACOG's leadership identified a need to set a path for the future so that SACOG could ensure that its decisions, priorities and work plans are focused on strategic goals for the organization. This strategic plan meets the organizations needs for:

- Clear goals and priorities
- Integration of agency-wide goals and priorities
- Keeping SACOG on the cutting edge
- Implementing the agency's strategic mission

Strategic planning is about setting multi-year, broad goals and strategies that are consistently used to guide decisions about resources and where effort will be directed. It is about providing the context and basis for a business plan for the agency. Strategic planning is a collaborative process involving staff, policy makers, and other stakeholders in order to ensure that the full range of interests are considered as part of the planning process.

As a designated Metropolitan Planning Organization, SACOG must follow Federal regulations with respect to budget planning in order to be able to draw from a variety of Federal funding programs. The Federal approach, which was first mapped out in the 1970s, is called the Overall Work Program (OWP). This is an annual budget and planning tool which essentially sets the annual SACOG budget and work plan.

One of the intents of this strategic plan effort is to provide a more policy-oriented and modern approach to setting the policy vision of SACOG, which will then be used to shape the development of the annual OWP. In this way, the elements of the OWP contribute to achieving the long-term goals set forth in the strategic plan.

The components of this SACOG strategic plan are shown in this graphic.

Strategic Plan

(Continued)



An organization needs both a strategic plan and a business plan. The distinguishing features of both are the following:

Strategic Plan	Business Plan
• High level • Overall framework • Strategic mission • Values • Multi year • Broad goals • Strategies to reach the goals • Priorities • Simple	• Implementation of the strategic plan • Overall Work Program • Departmental work programs tie to goals and strategies • Operational plan for each of the strategies • Resource allocation • Priorities • Detailed

There are two important components to the effective use of strategic planning: the **“what”** and the **“how.”** The “what” is the content of the plan, which comprises most of this document. It consists of the goals to be achieved and the strategies to reach them. The “how” is a combination of the values the organization uses to implement the plan and the business plan which will be created by the organization following adoption of this strategic plan.

In the SACOG setting, the annual business plan is designed to feed the development of the OWP. The OWP itself will acknowledge the strategic planning process and include the goals, strategies and

Strategic Plan

(Continued)

performance indicators developed in the strategic / business planning process, as well as addressing the MPO requirements which must be addressed by the OWP.

A sample business plan is shown in Attachment C.

Strategic Mission

The management team discussed the existing mission statement for SACOG and concepts that the team thought should be part of a strategic mission for the future. A strategic mission statement provides the purpose and direction for the organization. It gives a rationale for programs that are carried out by the organization, and fundamentally defines what the organization stands for and the reason for its existence. The team created the following new strategic mission statement:

Provide leadership and a dynamic, collaborative public forum for achieving an efficient regional transportation system, innovative and integrated regional planning, and a high quality of life within the greater Sacramento region.

Organizational Values

The entire SACOG staff was involved in identifying the key organizational values that guide work and behaviors. As a result, six values were identified, as listed and defined below. See Attachment A for a more complete description of behaviors that support each of the values and behaviors that would detract from the values.

Value: Professional Excellence

- Produces and communicates consistently high quality, technically competent work of value to the organization.
- Recognizes and maintains a clear focus on strategic goals and outcomes consistent with the organization's work program(s).
- Maximizes opportunities to increase productivity and achieve high quality results.

Value: Innovation

- Solves problems creatively and is open to new ideas.
- Creates new ways of moving the organization forward to achieve its mission.
- Fosters new and creative thinking and solutions.

Value: Integrity

- Adheres to individual and organizational professional standards in the conduct of the organization's business.
- Produces documents and work products that are objective, credible and reliable.

Strategic Plan (Continued)

Value: *Leadership*

- Creates and sustains an atmosphere that fosters a culture of openness, inclusion, trust, and results.
- Contributes to creating a clear vision and direction.
- Inspires results and effective teamwork.
- Exhibits the full range of professional competencies and models integrity and ethics.

Value: *Responsiveness*

- Communicates readily and/or takes action in response to requests from others for information or assistance.
- Is observant, considerate and respectful of others' time and schedules.
- Is reliably prompt and does not require reminders to achieve results, communicate or meet obligations.

Value: *Teamwork*

- Takes the initiative to ensure that objectives are met and volunteers to help others for the good of the organization.
- Engages team members to work collaboratively and reliably towards a defined objective. Has a keen sense for having the right people on the team.
- Recognizes, values and leverages each person's strengths and differences.

Strategic Plan Goals, Strategies and Performance Indicators

As a result of this strategic planning process, SACOG has identified three goals. Each of the goals has a set of strategies for implementing the goals. Additionally, each of the goals has a set of performance indicators. The definitions of goals, strategies and performance indicators are provided below.

- **Goal:** Desired long-term outcome.
- **Strategy:** Specific methods of achieving the goal.
- **Performance Indicator:** How achievement of the goal will be measured; how the organization will know if the long-term outcome has been achieved (including progress being made in achieving the long-term outcome).

The three goals and their associated strategies and performance indicators are provided in the following pages.

Strategic Plan (Continued)

Goal 1: Sustain the agency's emphasis on information-based decision making by providing state-of-the-art data and tools to members, partners, stakeholders and residents to help them shape the futures of their communities and the region.

Goal 1 Strategies:

1. Increase opportunities for member jurisdictions to utilize regional data, models and analysis to analyze impacts of their decisions on transportation, land use, air quality and other policy areas that affect quality of life.
2. Increase agency capacity to provide scientific information and analysis of transportation, land use, air quality and other matters of regional importance.

Goal 1 Performance Indicators:

- A. Members and planning partners routinely use a combination of appropriate planning tools (e.g., I-PLACE³S and SACSIM) to conduct technical analysis of general plan updates, corridor plans, transportation circulation plans, and neighborhood and community plans, and use of such planning tools by stakeholders and residents to evaluate proposed development projects.
- B. Interactive, information-based citizen engagement practices are commonly used by members in support of general plan updates, development of neighborhood and community plans, and evaluation of the impacts of significant proposed development projects. The Agency has an effective and active process for sharing information about SACOG activities with staff in service to local government
- C. Appointment to the SACOG Board is viewed as an attractive opportunity for local elected officials and SACOG's Board members are actively engaged in pursuing the mission of the agency and the agency's local, state and national recognition for leadership in the implementation of information rich, consensus-driven regional efforts to improve the quality of life in the region continues to be enhanced. SACOG actively engages in providing information to all elected leaders about the role it plays in regional affairs and how this role contributes to an improved quality of life.

Strategic Plan

(Continued)

Goal 2: Maximize strategic influence for the region through developing and implementing integrated regional transportation plans that produce unique and significant quality of life benefits for residents of the region.

Goal 2 Strategies:

1. Consolidate, expand and maximize strategic advantage from the agency's state and national leadership role and access to the best tools and methods for preparing an outstanding MTP.
2. Maximize the benefits of comprehensive planning and project implementation in the Sacramento region.

Goal 2 Performance Indicators:

- A. SACOG's MTP will remain a leader in the state in improving per capita VMT, congestion, air emissions and other performance measures that advance the quality of life.
- B. SACOG will leverage its high performing MTP to secure additional funding and policy support from federal, state and local sources to build key projects sooner than would otherwise be possible.
- C. SACOG and its member agencies continue to be leaders in the State in the timely delivery of projects.

Strategic Plan (Continued)

Goal 3: Serve as a source of high quality information, convener, and/or advocate on a range of regional issues when the agency's involvement would provide unique, added value to promoting a sustainable future for the region.

Goal 3 Strategies:

1. Continue to expand SACOG's data and modeling capabilities to include topics that influence transportation behavior and planning (e.g., energy, climate change, land use economics and infrastructure).
2. Assist regional partners with the evaluation of functional service delivery opportunities and act upon the ones that will most assist the agencies.
3. Analyze options for increasing SACOG's financial analysis and capacity so that it is able to serve the region if and when new service needs are identified.

Goal 3 Performance Indicators:

1. Deliver cost savings to local governments by building the capacity of the agency in areas of highest need to member jurisdictions, and/or leveraging new revenues in collaboration with local governments.
2. SACOG's member services program will increase coordination activities relating to assistance with policy development, joint project delivery, grant development, and requests for technical assistance as measured by increase in requests from member jurisdictions for assistance and resulting grant acquisition or more integrated policy making.

Implementing and Updating the Plan

This strategic plan should be updated annually by the staff and Board. When the Overall Work Program and SACOG budgets are prepared, the strategic plan should be reviewed to determine whether changes are warranted. Additionally, accountability for implementation through the business plan will be critical to ensure that this plan is in fact used as the principal policy guide for the organization and Board.

Key steps that will help the organization keep on track and update the plan include:

- Preparing a business plan to implement the strategic plan, integrating the Overall Work Program and other projects. That will enable the organization to ascertain whether it has the resources to accomplish all that it is currently doing, and determine changes needed to match projects to the goals established as part of this strategic planning process.

Strategic Plan

(Continued)

- Conducting an annual review of the strategic plan that includes a review of progress toward goals and revising elements of the plan as appropriate to meet changing conditions.
- Keeping the Board apprised of status toward achievement of strategic plan goals by sharing information regularly, and referencing the goals and strategies in reports to the Board, including recommended actions.
- Providing a copy of the strategic plan to every SACOG staff member, and having each member of the management team use the plan for their individual work plans and accountability measures.
- Keeping SACOG staff apprised of accomplishments of strategic plan goals by sharing information regularly.
- Making the new SACOG strategic mission, values, and goals highly visible to staff and others, including SACOG board committees and advisory groups.
- Connecting the strategic plan goals and strategies to annual work plans developed collaboratively by SACOG teams.

Strategic Plan

(Continued)

Business Plan Template

A business plan will implement the strategic plan. It is the primary way that resources and timelines are applied to ensure that the strategic plan is made operational. The Overall Work Program should integrate with the strategic plan and be part of the business plan so that the organization has one fully coordinated set of long-term goals, priorities and projects, and so resources can be properly allocated to achieving the intended outcomes of the strategic plan and Overall Work Program.

The following template is provided as a starting point for the organization to use and/or modify as needed.

Goal 1:						
Success indicators for Goal 1:						
Strategy 1:						
OWP projects that contribute to strategy 1:						
Projects to Implement Strategy [OWP and Non- OWP Projects]	Project Sponsor and Lead Team Members	Milestones	Priority (1, 2, 3) Time to Accomplish	Staffing (Consultant) Resources Required	Financial Resources Required	Unavailable Resources That Are Needed

A sample business plan is shown in Attachment C.

Strategic Plan

(Continued)

Attachment A — Organizational Values

On June 16, 2009, the SACOG staff, working in nine small groups, identified core values for the organization. Each small group recorded the values, along with behaviors that support and behaviors that detract from the top two values on their list. As a result, Management Partners identified six values as representative of those suggested by the nine small groups. The six values are:

- Professional excellence
- Innovation
- Integrity
- Leadership
- Responsiveness
- Teamwork

These are defined in detail below and were presented to the management team for review and confirmation.

Value: Professional Excellence

- Produces and communicates consistently high quality, technically competent work of value to the organization.
- Recognizes and maintains a clear focus on strategic goals and outcomes consistent with the organization's work program(s).
- Maximizes opportunities to increase productivity and achieve high quality results.

<i>Behaviors that support</i>	<i>Behaviors that detract</i>
▪ Strives to achieve maximum productivity and effectiveness. ▪ Recognizes professional limitations. ▪ Stays focused on results when faced with difficult situations. ▪ Performs effectively among different management styles. ▪ Sustains balance between professional and personal commitments. ▪ Encourages and mentors colleagues.	▪ Accomplishes the bare minimum or follows the status quo. ▪ Produces poor quality work when faced with adversity. ▪ Is easily swayed by political pressures within or outside the organization. ▪ Displays a lack of commitment to the organization. ▪ Does not recognize the significant from the insignificant.

Strategic Plan (Continued)

Value: Innovation

- Solves problems creatively and is open to new ideas.
- Creates new ways of moving the organization forward to achieve its mission.
- Fosters new and creative thinking and solutions.

<i>Behaviors that support</i>	<i>Behaviors that detract</i>
▪ Recognizes patterns and interconnectivity of issues and factors ▪ Applies critical thinking skills and checks assumptions. ▪ Welcomes new ideas and change. ▪ Encourages others to share ideas. ▪ Is willing to risk failure.	▪ Does not see the big picture and how issues relate to one another. ▪ Dwells on the issues and is not solution oriented. ▪ Avoids change. ▪ Does not enable others to contribute solutions. ▪ Defers to old solutions and plays it safe.

Value: Integrity

- Adheres to individual and organizational professional standards in the conduct of the organization's business.
- Produces documents and work products that are objective, credible and reliable

<i>Behaviors that support</i>	<i>Behaviors that detract</i>
▪ Produces complete and thorough work products. ▪ Does what is right, even when no one is looking. ▪ Gives proper credit for good work. ▪ Is honest. ▪ Admits mistakes. ▪ Follows through on commitments. ▪ Promotes transparency with the public.	▪ Does what is easiest. ▪ Interferes with others' success. ▪ Says whatever will keep him or her from getting into trouble. ▪ Blames others or avoids responsibility. ▪ Justifies doing the wrong thing. ▪ Completes work just to get it done. ▪ Seeks personal advantages or perks.

Strategic Plan (Continued)

Value: Leadership

- Creates and sustains an atmosphere that fosters a culture of openness, inclusion, trust, and results.
- Contributes to creating a clear vision and direction.
- Inspires results and effective teamwork.
- Exhibits the full range of professional competencies and models integrity and ethics.

<i>Behaviors that support</i>	<i>Behaviors that detract</i>
▪ Inspires others to accomplish organizational objectives. ▪ Knows the subject matter of the work. ▪ Rises to the occasion during a crisis. ▪ Recognizes team members for their accomplishments. ▪ Provides direction. ▪ Initiates problem solving and innovation.	▪ Micromanages other people's work. ▪ Rests on one's laurels. ▪ Misses opportunities to accomplish objectives. ▪ Misuses authority for personal gain or credit. ▪ Requires obedience.

Value: Responsiveness

- Communicates readily and/or takes action in response to requests from others for information or assistance.
- Is observant, considerate and respectful of others' time and schedules.
- Is reliably prompt and does not require reminders to achieve results, communicate or meet obligations.

<i>Behaviors that support</i>	<i>Behaviors that detract</i>
▪ Responds to requests in a timely manner. ▪ Recognizes and reacts to needs when they arise. ▪ Demonstrates initiative. ▪ Is on time and fulfills commitments. ▪ Listens to others.	▪ Is dismissive of others' needs. ▪ Ignores obvious needs. ▪ Assumes others will respond. ▪ Is frequently tardy. ▪ Provides incomplete work. ▪ Avoids communication.

Strategic Plan

(Continued)

Value: Teamwork

- Takes the initiative to ensure that objectives are met and volunteers to help others for the good of the organization.
- Engages team members to work collaboratively and reliably towards a defined objective. Has a keen sense for having the right people on the team.
- Recognizes, values and leverages each person's strengths and differences.

<i>Behaviors that support</i>	<i>Behaviors that detract</i>
▪ Meets deadlines and commitments to achieve the team's objectives. ▪ Includes others when making decisions. ▪ Understands common goals. ▪ Works towards team successes. ▪ Accepts diverse ideas. ▪ Is dependable. ▪ Offers to help others.	▪ Uses a "go it alone" approach. ▪ Works in a silo. ▪ Works primarily for personal success. ▪ Is unwilling to accept others' ideas as valid. ▪ Breaks confidences or gossips.

Strategic Plan

(Continued)

Attachment B — Environmental Scan

An Environmental Scan provides critical data to be considered in creating goals and strategies. It identifies factors that:

- ***Currently*** influence the organization and its decisions
- Will likely affect the organization ***in the future***.

Data for the SACOG Environmental Scan was collected from the following:

- SACOG Staff
- Stakeholder Interviews
 - Mary Brill
 - Dennis Rogers, North State Building Industry Association
 - Bill Mueller, Valley Vision
 - Randy Sater, Teichert Inc.
 - Matt Mahood, Sacramento Metro Chamber of Commerce
- Electronic survey of SACOG Board Members
- City and County Chief Executives of the region
- Regional data sources
- Review of results from Sacramento Metro Chamber sponsored State of the Region Forum held on September 18, 2009

Major Factors Affecting SACOG

- Slowdown in residential growth
- Realignment of region's economy
- Current economic environment
- Job growth
- State budget impact
- Local government ability to respond to state environmental and other mandates

Strategic Plan (Continued)

Major Challenges Facing SACOG and its Members

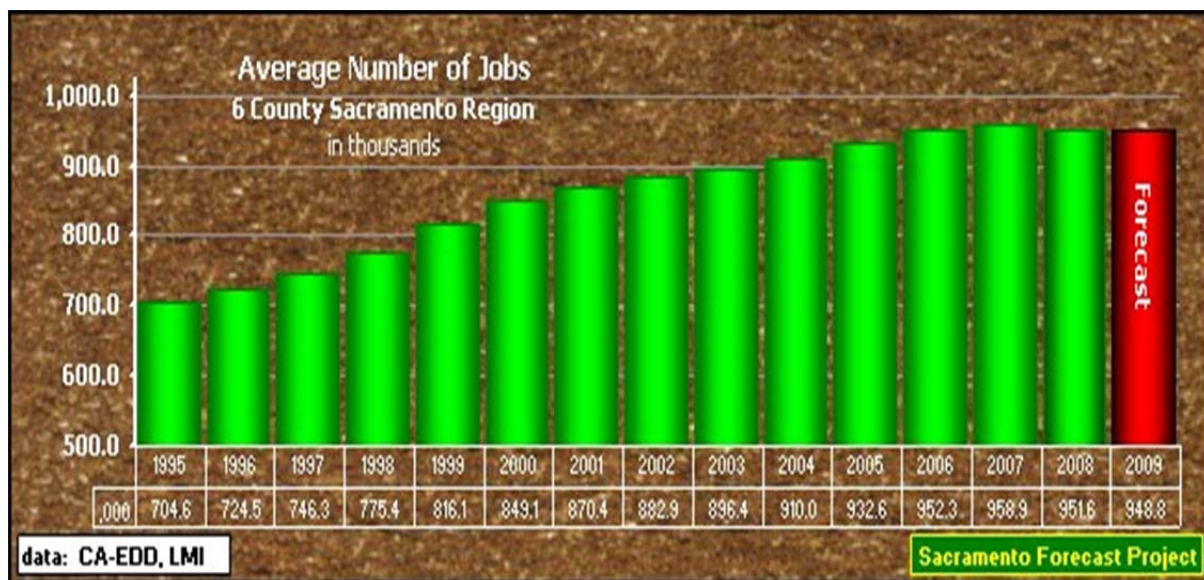
- Slowdown in residential growth
- Realignment of region's economy
- Current economic environment
- Job growth
- State budget impact
- Local government ability to respond to state environmental and other mandates

Current Economic Environment

- Region second fastest growing housing market in State prior to downturn
 - Concerns linger about traffic, loss of agricultural lands, quality of life
- Average job growth in region outperformed state and national rates, but has dropped
- More than 25% of jobs in Sacramento region are provided by federal, state and local governments
 - 1/3 higher than statewide average
 - 10 to 15% of professional services jobs are related to government (i.e., lawyers, lobbyists)

Leveling of Job Growth

Following ten year growth, 0.7% decrease in job growth in 2008.

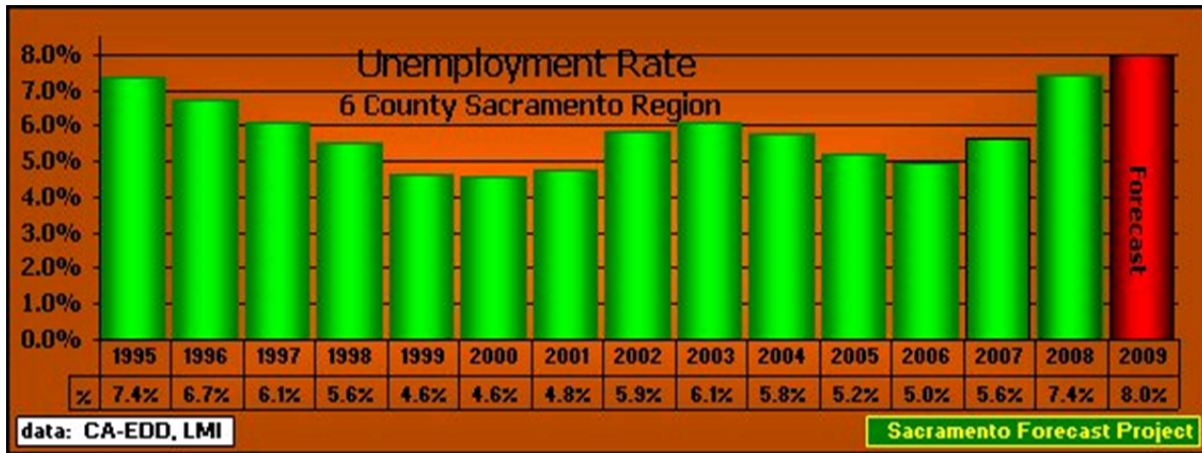


Strategic Plan

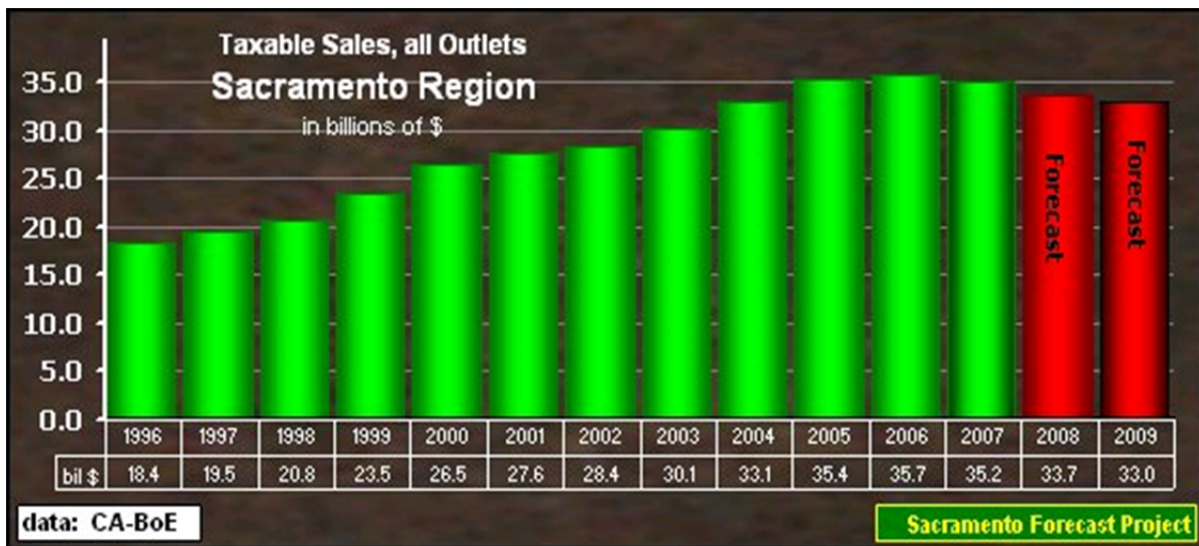
(Continued)

Lower Unemployment Rate than State Average

Sacramento region unemployment rate for 2008 was 7.4%, significantly less than the current Statewide unemployment rate of 11.5%. Underemployment, such as the 85% furloughs for state workers, is not counted in these unemployment figures.



After Ten Year Increase, Taxable Sales Declining



Strategic Plan (Continued)

Significant Five-Year Decline in Building Permits



SACOG Funding Challenges

- Dependent on formula revenues and planning grants from Federal and State governments for functions beyond core mission
- OWP (mandated) drives the work program
- Funding formulas and grants may not help implementation of the Blueprint
- Sales tax revenue is down
- Challenges to transportation funding and project delivery, including declines in local and state funding sources; federal formula funds have been stable, with a one-time boost made possible by the federal stimulus package
- State and federal legislation linking transportation, land use and air quality planning
- Flexibility in funding transportation projects limited

Sustainability Initiatives Remain

- SB 375 implementation links:
 - Transportation and land use planning, affordable housing initiatives and CEQA reform
- Federal climate change legislation
- Blueprint implementation
- Streamlining CEQA

Strategic Plan (Continued)

Current Economic Downturn Presents Opportunities

- Broaden region's economic base to strengthen financial health and capacity for growth
- Implement climate action plan initiatives
- Implement Blueprint through local/regional planning initiatives
- Construct more transportation projects (2009 stimulus dollars)

Possible Opportunities During Economic Slowdown

- "Green Capital Alliance" – economic development initiative
- Rural Economy and Habitat Conservation Study
- Responding to SB 375 mandates through CEQA reform
- Federal climate action initiatives
- Federal stimulus funding for transportation programs/projects

SACOG Legislative Strength

- Sustains a strong federal and state legislative network
- Effective, credible leadership in MPO's and COG's nationally
- Maintains strategic and "smart" approach to legislative advocacy

Board as Legislative Advocates

- Ensure alignment of regional priorities with local ones
- Consensus on expanding interests in broader and more national climate change issues

Stakeholder Input: Don't Forget the Basics

- What's next after completion of Rural/Urban Connections Strategy
- Where do RUCS and Blueprint fit into the next MTP
- Continue Blueprint advocacy and education
- Impact of AB 32/SB 375 on local government
- Sustaining SACOG's leadership at all levels of government
- Transportation planning
- Is it time for a Blueprint check in:

Strategic Plan (Continued)

- Impact of new economy on costs of sustainable development
- New performance measures
- New and innovative (less expensive) ways to approach sustainability

City/County Managers Input

- Technical assistance with climate change regulatory compliance and mandates
- Serve as forum for coalescing information/ideas around critical topics and issues, e.g., constitutional convention, economic development, regionalization
- Independent broker of information and analytical tools, e.g., trip generation

Survey of Board Members

- 13 Board Members responded
- Questions:
 - What issues are important as SACOG develops their Strategic Plan?
 - What constraints do you think SACOG will face in the future?
 - What you hope will be included in the Strategic Plan
 - What else should we keep in mind?

Input from Board Members: Important Issues for Strategic Plan

- Assistance with implementing regulatory requirements around land use/air quality
- Realignment of the region's economy is critical to future
- Leadership in transportation planning/funding must be maintained
- RUCS Study policy outcomes are important

Strategic Plan

(Continued)

Attachment C — Sample Draft Business Plan Template

Goal 1: *Preserve the region's economic base and quality of life through a balanced and viable regional transportation system.*

Success Indicator for the Goal: *At least 60% of the region's residents living in urbanized areas have viable and sustainable alternative sources of commute transportation aside from the single occupancy vehicle.*

Strategy 1: *Create a long term funding strategy to ensure the region's bus system can provide a viable, reasonable share of alternative commute services for the next 10 years.*

OWP Objectives that contribute to the Strategy:

*Element 10-003: **Short-Range Transportation Planning and Studies***

Objective: *To identify certain transportation projects that are shorter in term or are related to specific studies.*

*Element 10-002: **Long-Range Transportation Planning***

Objective: *To support the long range planning efforts as they relate to the Metropolitan Transportation Plan implementation and its related components.*

*Element 10-005: **Continuing Transportation Implementation***

Objective: *To identify those projects which are ongoing and span multiple years. These projects support efforts related to programming federal and state funding, regional air quality planning activities and Metropolitan Transportation Plan implementation.*

Sacramento Area Council of Governments
Fiscal Year 2012-13

Strategic Plan

(Continued)

Projects to Implement Strategy [OWP and Non-OWP Projects]	Project Sponsor & Lead Team Members	Milestones	Priority 1, 2, 3 Time to Accomplish	Staffing (Consultant) Resources Required	Financial Resources Required	Unavailable Resources That Are Needed
Downtown Sacramento Transit Circulation and Facilities Plan	SACOG Technical Advisory Committee	▪ Prepare RFP ▪ Establish Project Management Team ▪ Review and analyze existing and ongoing studies ▪ Review existing conditions in the downtown study area.	Priority 1 Six months	Two SACOG staff planners to lead project and staff project committee Consultant	\$300,000 over two years	None

Annual Report 2011

JANUARY

SACOG staff worked with cities, counties and transit agencies to develop draft scenarios for the Metropolitan Transportation Plan/Sustainable Communities Strategy (MTP/SCS). This work continued throughout the year. The SACOG Board of Directors also inducted Sacramento County Supervisor Susan Peters and Rocklin Councilmember Peter Hill as chair and vice chair for 2011.

FEBRUARY

In October 2010, SACOG and several public and nonprofit partners received a grant from the U.S. Department of Housing and Urban Development (HUD) to help lay the groundwork for the MTP/SCS and do on-the-ground planning around several transit stations in the region. The first step in the grant work started in February, with the launch of the Sustainable Communities Consortium. Over 160 people attended, representing transit agencies, bicyclists and pedestrians, local governments, social equity and homeless and affordable housing advocates, developers, environmentalists, and interested residents.

MARCH

SACOG and local air districts announced the first round of Infill Streamlining Program grants in March. Projects funded were: a suburban shopping center retrofit in Citrus Heights; an alley activation project behind the Palms Playhouse in Winters; and a mixed-use transit hub in Galt. These projects were selected for their ability to reduce vehicle miles traveled. The Infill Streamlining Program is a joint effort of the Sacramento, Yolo-Solano, Placer, El Dorado and Feather River air districts, and SACOG, funded by air quality funds. On the heels of the first Sustainable Communities Consortium meeting, Shelley Poticha, HUD Director of the Office of Sustainable Housing, and Communities, met with the SACOG Board and regional partners about the region's grant and future opportunities from HUD.

MAY

SACOG leaders participated in a meeting with the White House Domestic Policy Council and Economic Development Administration as part of the Metro Chamber Cap-to-Cap lobbying trip to Washington, DC. SACOG also hosted a policy briefing on the Rural-Urban Connections Strategy for members of the administration and Congress as part of the trip. May also brought the annual *May is Bike Month* campaign, where 6,800 participants logged over 1.3 million miles in commute and recreation miles. In addition to the mileage pledge, *May is Bike Month* provides bicycle safety education for youth and adults.

JUNE

The SACOG Board selected five transit-oriented planning areas to receive special study as part of the HUD grant mentioned above: Mather/Mills light rail station in Rancho Cordova; Washington Specific Plan area in West Sacramento; Watt/Manlove light rail station in Sacramento County; R Street corridor in Sacramento; and Stockton Boulevard and Fruitridge Road in the city and county of Sacramento.

AUGUST

The business community met with the SACOG Board in August to present their proposal for the Next Economy project, a broad-based public-private partnership effort to create effective strategies and joint actions through mid-2012 to drive new job creation, investment, and innovation.

Annual Report 2011

(Continued)

SEPTEMBER

SACOG hosted U.S. Department of Agriculture Secretary Tom Vilsack for a Round Table with business and agriculture stakeholders. During the visit, Secretary Vilsack had an opportunity to learn more about the Rural-Urban Connections Strategy and the importance of a regional transportation system that includes adequate rural road maintenance and farm-to-market and farm-to-port access. September also brought grant funding from the U.S. Department of Energy to the Capital Area Plug-in Electric Vehicle Coordinating Council (a partnership between SACOG, SMUD, Sacramento Metropolitan Air Quality Management District, and Greenwise Joint Venture) and a partnership of other regions to plan for plug-in electric vehicle infrastructure around California.

OCTOBER

A month after the Department of Energy funding for plug-in electric vehicle planning, the California Energy Commission presented another grant to the Capital Area Plug-in Electric Vehicle Coordinating Council on behalf of the region. The National Association of Development Organizations Research Foundation presented an Innovation Award to SACOG for the Rural-Urban Connections Strategy (RUCS). RUCS is a multi-year project looking at the economic and environmental sustainability of the region from a rural perspective. The California Department of Food and Agriculture awarded SACOG a Specialty Crop Block Grant to work with food banks and agricultural producers to study the potential for a local food system using food banks as distribution hubs for locally grown food.

NOVEMBER

SACOG completed a full draft of the region's first Metropolitan Transportation Plan that includes a Sustainable Communities Strategy, and SACOG Board released for public review the Draft MTP/SCS and its Draft Environmental Impact Report.

DECEMBER

In December, the SACOG Board presented *SACOG Salutes!* awards to nine individuals and organizations: Sacramento Youth Council for Sustainable Communities; Agricultural Department and Future Farmers of America, Delta High School; Larry Greene, Sacramento Metropolitan Air Quality Management District; The River District Specific Plan & Design Guidelines, city of Sacramento; Green Planning Academy, city of Citrus Heights; Hazel Avenue River Crossing, Sacramento County; Alexan Midtown, Trammell Crow Residential; Former Yolo County Supervisor Helen Thomson; and Galt Place Affordable Senior Housing, city of Galt. In December and into early 2012, SACOG staff and board members held public hearings and met with elected officials in each county around the region to get input on the Draft MTP/SCS. SACOG wrapped up 2011 by allocating \$115 million in state and federal funds to local governments through the regional funding program. These projects are anticipated to be completed between 2012 and 2017.



White water rafting on the American River

BUDGET GUIDE & PROCESS

Section Contents:

- Guide to the Budget
- Budget Process Steps
- Budget Calendar
- Basis for Budget

Guide to the Budget

The format for the Fiscal Year (FY) 2012-13 budget document includes the following nine sections: Introduction, Budget Guide and Process, Budget information for FY 2012-13, Board of Directors & Advocacy, Fund Balance Information, Overall Work Program, Supplementary Historical Data, Capitol Valley Regional Service Authority for Freeways and Expressways, and an Appendix.

Introduction

The Introduction section includes: Chief Executive Officer's Budget Message, About SACOG, a Description of the SACOG Region, the Sacramento Metropolitan Planning Area Map, an Organization Chart, Team Descriptions, the 2010 Annual Strategic Plan (not been updated) and the 2011 Annual Report.

Budget Guide and Process

The section includes a Guide to the Budget, Annual Budget Process Steps, the typical Budget Calendar, and information supporting the Basis for the Budget.

Budget Information for FY 2012-13

This starts with the SACOG Fund Descriptions and is followed by a summary Description of Expenditures category, which is then followed by the Summary of Revenue and Expenditure Graphs, Summary of Revenue and Expenditures (including the Planning and Administration Fund, Board & Advocacy Fund, and Capital Asset Expenditures). The revenue is further shown in the Summary of Revenue Sources and further detailed in the Revenue Sources – Explanations and Detail. The final three documents show the Indirect Costs, Salaried Personnel by Year and Positions, and project Capital Asset Expenditures.

Board of Directors & Advocacy:

This section includes the Budget for Board of Directors & Advocacy and the Annual Membership Assessments supporting document.

Fund Balance Information for Three Funds

This section includes the Fund Balance Summaries for the Planning and Administration Fund, Board & Advocacy Fund, and the SACOG Financing Corporation.

Overall Work Program (OWP)

The majority of the Planning and Administration Fund planned activity is based on the OWP. The format of the OWP is governed and directed by SACOG's federal and state funding partners, and is included in the budget document accordingly. Sections include a one page OWP Revenues and Expenditures Graph, the OWP Program Revenues, the OWP Program Expenditures, and the OWP Units and Goals – by work element – and then broken down by project.

Guide to the Budget

(Continued)

Supplementary Historical Data

This section includes historical data for various major revenues, costs, staffing, and some limited statistics on population and wages for the region. Sections include: Primary Revenue Sources – Twelve-Year History, Indirect Services Cost Comparison – Eight-Year History, Summary of Full-Time Equivalent Employees by Function and Program – Five-Year History, Total Population by Jurisdiction – 10-Year History, and Average Wages by County – Eight-Year History.

Capitol Valley Regional Service Authority for Freeways and Expressways (CVRS or Capitol Valley SAFE)

This section includes Capitol Valley SAFE, About Capital Valley SAFE, and the Capital Valley SAFE Budget.

Appendix

The Appendix includes the Board Resolution Adopting the FY 2012-13 Budget, Board Resolution Approving the OWP for FY 2012-13 Budget, Budget and Fiscal Policies, GASB 54, Chart of Accounts, Salary Schedule – Effective August 1, 2012, Federal Air Quality Planning Boundaries and Population Map, Glossary of Terms, a Directory of Acronyms, and GFOA Distinguished Budget Presentation Award for the Fiscal Year Beginning July 1, 2011.

Budget Process Steps

SACOG views its budget process as an ongoing, dynamic activity involving the Board of Directors, SACOG staff, federal and state funding partners, and the SACOG region residents. While each year's budget process includes certain specific steps in the development of the current year's figures, the budget must also address both short and long term goals and policy matters. Federal and state policy requires the Board adopt a budget by June 1. The Board adopted the FY 2012-13 budget on May 17, 2012. SACOG's budget provides the structural basis for general operations and overall financial planning. The following table illustrates the budget process:

Budget Process Steps	Jan	Feb	Mar	Apr	May	June
Determine projects and funding for FY 2012-13. Estimate carryover projects and funding for 2011-12 that will carry into FY 2012-13. Confirm projects and priorities with Caltrans emphasis areas	X					
Staff draft project descriptions and staff time allocations for the Overall Work Program (OWP). Prepare draft SACOG operating budgets and the OWP.		X				
Government Relations & Public Affairs Committee (GRPA) reviews first draft of SACOG operating budgets and OWP and recommends approval to Board. The Board reviews and then approves the release of SACOG operating budgets and OWP for 30 day review period			X			
Draft OWP sent to the IPG and posted to website			X			
IPG meeting to discuss FY 2012-13 OWP with Federal/State funding partners – to received their comments and suggested project changes				X		
GRPA Committee reviews final draft of SACOG annual operating budgets and OWP and recommends approval to Board. The Board reviews then adopts the Annual operating budgets and the Overall Work Program (OWP).					X	
Approved Annual Budget and OWP is sent to Caltrans, Federal Highway Administration, and Federal Transit Administration for their approval					X	
Receive approval for the Annual Budget and OWP from Caltrans, Federal Highway Administration, and Federal Transit Administration for their approval						X

Sacramento Area Council of Governments
Fiscal Year 2011-12

Budget Calendar

Week of January 30	Update FY 2012-13 core revenue projections, with input from key staff involved in this effort
Week of January 30	Directors and project managers coordinate on grant revenue projections (e.g., new grants & grant revenue anticipated to roll from FY 2011-12)
Week of February 6	Proposed projects for draft OWP and discussion of budget strategy for priorities. Includes comparison of proposed projects to the Caltrans planning emphasis areas and the SACOG strategic plan.
February 14	Confirm projects and budgets for draft OWP. Review draft background sections of OWP (planning emphasis areas, budget tables, etc.)
February 21	Final project descriptions and staff allocations
February 21	First draft of OWP to admin for formatting
February 27	GRPA Committee mail out
March 1	Transmit first draft to Caltrans
March 5	GRPA Committee reviews first draft of OWP
March 5	Notifications sent to newspapers
March 8	Board mail out
March 26	Transmit Draft OWP to MPO meeting attendees, per FHWA
March 15	Board approves releasing draft OWP for 30-day public review
March 15	Draft OWP posted to website
April 19	Proposed staff allocation changes for OWP 2012-13 completed; draft consulting budget changes for the balance of this FY and next completed as well.
April 23	Complete draft budget report and FY 2012-13
April 24	Directors/Managers discuss potential refinements and share/coordinate with project managers on remaining changes
April 24	Directors/Managers complete coordination with others completed; draft consulting budget changes for the balance of this FY and next completed as well.
April 25	Complete coordination for MPO meeting
April 27	MPO meeting with federal and state partners Complete final draft budget report and budget staff memo for final FY 2012-13 budget
April 30	GRPA Committee mail out
May 7	GRPA Committee approves final FY 2012-13 OWP
May 10	Board mail out
May 17	Board approves final OWP
By May 25	Printed copies of OWP sent to Caltrans for approval, who then forwards to FTA and FHWA for approval, and posted to website

Basis for Budget

Basis of Budgeting and Accounting

In January 1965, the Sacramento Regional Area Planning Commission (SRAPC) was organized under State Planning Law to provide a forum for elected officials to address multi-county problems, issues, and needs. In January 1981, the Sacramento Area Council of Governments (SACOG) succeeded SRAPC under a new Joint Powers Agreement pursuant to Section 6500 of the California Government Code. SACOG is an association of local governments formed by six counties and 22 cities. SACOG is governed by a 31-member Board of Directors composed of elected officials representing member governments. The Board maintains the budgetary controls over SACOG's accounts.

SACOG reports its primary activities through the Planning and Administrative Special Revenue Fund, which acts as the "general Fund", which is based on using the current financial resources measurement focus. SACOG also oversees and administers 10 other Special Revenue Funds.

Budgeted and actual revenues and expenses reported in this document are recognized on the governmental funds basis of accounting in conformity with Generally Accepted Accounting Principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB), which is consistent with the audited financial statements. Consequently, revenues are recognized as soon as they are measureable and available. Revenues are considered to be available if they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, SACOG considers revenue to be available if they are collected within six months from the end of the fiscal period. SACOG uses a six-month availability period because of the reimbursement timeline associated with most of its funding sources. Revenues considered susceptible to accrual primarily include sales tax revenues, federal, state and local funds, as well as investment earnings. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

Overview

The budget process typically begins in February with the discussion of the upcoming Overall Work Program (OWP) focus for the next year.

The final budget is not a static guideline for spending but a dynamic document subject to constant scrutiny, revision, and adjustment. The budget process is a year-long continuing process.

Phase 1 Overall Work Program

The SACOG Board of Directors approves the budget in two phases. One phase is the Overall Work Program (OWP) budget which is the plan for the transportation related projects. The OWP is largely funded by Federal and State grants with matching funds from local sources. The projects are composed of functions related to the responsibilities of the Metropolitan Planning Organization and center around transportation planning and project delivery to fulfill those plans.

Basis for Budget

(Continued)

The OWP is available for public comment for a 30 day period during which grantor agencies, both Federal and State, various public organizations including member agencies, and the general public review the projects planned for the budget year and make comments. During the public comment period, the Intermodal Planning Group, a group formed by Federal Highway Administration, Federal Transit Administration, California Department of Transportation and other parties impacted by the OWP, will meet and discuss the OWP within the broader goals and guidelines of the region. At the close of the public comment period, the SACOG Board of Directors adopts the OWP as it has been amended.

Final Adoption of the OWP usually occurs in May of each year. Throughout the year, amendments to the OWP budget occur for grants that are received, a realignment of priorities for projects or other occurrences that require a budget adjustment, and increases or decreases in Federal or State funding allocations.

Phase 2 Operating Budget

The second phase of the budget process is the adoption of the operating budget. This includes the OWP, Board of Directors & Advocacy, Capital Expenditures, and can include, and other related functions not associated with the OWP. This second phase is adopted no later than June, and can be adopted at the same time as the OWP, in May.

Budget Preparation

Preparation, authorization, and execution make up the entire process. Preparation includes determining the objectives and needs of the organization and our funding partners, examining courses of action, and determining the means of attaining these objectives. Authorization consists of Board of Director approval of the OWP and final operating budget. Execution is carrying out the plan and programs in an effective, efficient, and timely manner.

Budget Preparation includes:

- *Goals, proposed major projects, services to be provided and proposed program changes*
- *The volume of work required to render these services*
- *The methods, facilities, and organization for performing the work*
- *The resources required for performing the work and the price levels of resources*

The budget development process provides the funding partners, SACOG management, department heads, and project managers with an opportunity to review work programs, to propose changes in services, to recommend revisions in organizational structure, to hear and discuss budget requests and to provide feedback regarding SACOG's operations.

Basis for Budget

(Continued)

Budget Authorization

Budget authorization is concerned with Board of Director hearings, public hearings, and final enactment of the budget, including authorization of funds, establishment of various rates (i.e., member assessments), and the adoption of necessary resolutions to effectuate the budget's plan.

Presentation of the draft budget before the Board of Directors by the Chief Executive Officer and Acting Finance Manager provides an opportunity to explain proposed projects to the Board and to focus attention on problems, services, and programs that require legislative action or support for their ultimate solution, and allow a forum for Board questions and input. After the public hearing process the Board of Directors approves the budget as it has been amended.

Budget Execution

Budget execution includes more than the traditional concept of assuring that goals, programs, services levels and program changes are accomplished. It also is fulfillment of the budget with respect to:

- Realization of estimated revenues
- Accomplishments of the projects planned to be done
- Doing so within budget limits

It includes:

- Cost Control — The reduction of costs and increased efficiencies and economy through placing responsibility on the individual project manager.
- Financial Reporting — Maintaining records of labor distribution and expenditures to provide full costs in connection with each project and grant requirements.
- Audit — A review of the financial recording of revenues and expenditures in compliance with grant funding provisions.
- Management Review — Comparing actual performance with budgeted/project goals and program changes

Basis of Revenue Estimates for the Annual Budget

Because of SACOG's dependency on federal, state, and local budgetary decisions, revenue estimates are based upon the best available information as to potential sources of funding. SACOG's annual budget differs from that of a local government in two respects: 1) the uncertain nature of grant awards from other entities, and 2) conversion of grant budgets to a fiscal year basis.

Basis for Budget (Continued)

Level of Budgetary Control

Within the Overall Work Plan budget (OWP) the level of budgetary control is at the element level. An example of this is the FY 2012-13 OWP element 13-002 Long Range Transportation Planning. It has a budget of \$1.1 million and consists of 9 different projects. Costs for the projects, as well as classifications of costs, can be modified as long as the element total remains the same. Board approval is sought if costs are expected to exceed the element total, or if new projects are added to the element. Board approval is also sought for the Non-OWP budgets (Board of Directors & Advocacy and Capital Assets) when “total costs” are expected to exceed the original approved amount.

SACOG’s purchasing policy authority limits are: For purchases from \$2,500 to \$10,000 the authority is with the Director. For purchases greater than \$10,000 but less than \$20,000 the authority is with the Chief Executive Officer. Purchases greater than \$20,000 must be approved by the Board of Directors.

Working Capital

One of the important elements of a comprehensive budget is to evaluate the impact of projected revenue, expenditures, and transfers on working capital. These are the balances projected to be available at the end of the budget period. Maintaining adequate working capital levels is critical to ensuring that SACOG is adequately prepared financially to meet ongoing cash flow needs and unforeseen events, opportunities and emergencies.

PERSONNEL ADDITIONS, DELETIONS, OR RECLASSIFICATION

Budget includes 50 salaried employees; one less Senior Planner than last year. During the budget process, departments may submit requests to add, delete or reclassify positions. Vacant positions are analyzed to ensure that there is an adequate revenue stream to fund the position once it is filled. The Chief Executive Officer decides whether the position or change in position should be included in the budget.

EMPLOYEE COMPENSATION, AND PERSONNEL RULES, AND RETIREMENT

The budget is estimating a two percent COLA increase per the requirements of the memorandum of understanding with the employee bargaining units, agreed to in May 2011.

In 2011, the Employees Association agreed to implement future year cost reductions, including a two-tier retirement system, with employees hired after July 1, 2011, receiving a 2 percent at 55 benefit. Also, in 2011, the employees Association agreed to modification of the two-tier system to reduce the formula for calculating retirement benefits from final compensation to a three-year average compensation.

Basis for Budget

(Continued)

The original draft Board item noted that SACOG was working with the Employees Association to provide the CEO with additional flexibility to reduce staff costs if at some point in the future he determines that it is warranted for financial purposes. In May SACOG reached agreement with the Employees Association to explicitly add performance considerations the criteria that the CEO must consider if he determines that staff reductions are necessary due to a fiscal emergency (currently the relevant section of the Personnel Rules focuses exclusively on seniority). With the adoption of the Budget includes the charge to the CEO, after consulting with the EA, to amend the personnel rules to implement additional flexibility no later than December 31, 2012.

The current MOU, adopted in 2006, included the agreement that Management and the Employees' Association would conduct a "feasibility of performance-based pay and alternative compensation systems." In general, SACOG has widely been seen to be a very high performing organization over the last several years. Among steps we have taken to emphasize strong individual performance has been to gradually move the top 11 salaried employees, representing 35% of gross payroll of the agency, to at-will performance-based contracts. Performance evaluation standards have been tightened with the other employees, with the assistance of an outside consulting firm, and additional progress in this area is underway. Adding performance explicitly to the criteria for staff reductions during a fiscal emergency will complete the commitment in the 2006 MOU and further assist the agency to maintain high performance during challenging financial times.

DEBT OBLIGATIONS IN THE BUDGET

SACOG debt obligations include the typical Accounts Payable activities, Compensated Absences, and other post-employment benefits (OPEB)-related liabilities. Compensated Absences consist of vacation and sick leave payable balances at year-end. The agency has no real (bonded) debt per se, since it maintains no structures, only operating equipment.

COST ALLOCATIONS WITHIN THE BUDGET

SACOG's general and administrative costs, called indirect costs, are allocated to direct projects through a cost allocation plan developed in accordance with federal requirements from the Office of Management and Budget Circular A-102 and in accordance with approved costs under A-87. The cost allocation plan is approved annually by Caltrans. The proposed rate for 2012-13 is 44.25 percent. The allocation is computed on the direct salary/benefit amount, which is based on the employees fully-costed rate multiplied by hours worked.



Sacramento County near Locke

BUDGET INFORMATION FOR FY 2012-13

Section Contents:

- Fund Structure and Descriptions
- Description of Expenditures
- Summary of Revenue and Expenditure Graphs
- Summary of Revenues & Expenditures Including Planning and Administration Fund, Board & Advocacy Fund, and Capital Asset Expenditures
- Summary of Revenue Sources
- Revenue Sources – Explanations and Details
- Indirect Costs
- Salaried Personnel by Year and Position
- Capital Asset Expenditures

Fund Structure and Descriptions

SACOG's accounts are organized on the basis of funds, each of which is considered a separate accounting entity. The operation of each fund is accounted for with a separate set of self-balancing accounts comprised of its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Financial activities are allocated to account for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

The Board adopts an annual budget for the Planning and Administration and the Capitol Valley SAFE Special Revenue funds based on anticipated projects at the beginning of the year. The Board & Advocacy Fund is a special fund within the Planning and Administration fund umbrella.

No annual adopted budget is prepared for the remaining special revenue funds as they are special purpose funds whose ending fund balance at June 30 becomes the amount available for the next fiscal year.

General Fund

Planning and Administration Fund — used to account for SACOG's transportation planning and administrative activities funded from various federal, state, and local sources. The fund operates as the “general fund” per se. Under the umbrella of the Planning and Administrative fund is the Board & Advocacy budget and the activities of the SACOG Managed Fund.

Special Revenue Funds

Capitol Valley Regional SAFE Fund — used to account for SACOG's administrative activities for implementing, operating, and maintaining the motorist aid system of call boxes within the counties of El Dorado, Sacramento, San Joaquin, Sutter, Yolo, and Yuba. Funds are derived from the vehicle registration fee imposed pursuant to the provisions of Chapter 14 of Division 3 of the Street and Highways Code. This fund is included in this document because its resources are expected to be used to supplement certain qualified projects in the Planning and Administration Fund in FY 2012-13.

SACOG Financing Corporation Fund — used to account for the proceeds received from the sale of the Meridian Plaza building and interest income earned on the fund balance. There is no budget for this fund.

Other Special Revenue Funds

The other Special Revenue Funds that SACOG oversees or administers (but are not included in this budget) are listed below:

Fund Structure and Descriptions

(Continued)

Sacramento Emergency Clean Air and Transportation Program Fund (SECAT) — Accounts for the revenues and expenditures associated with SACOG's administration of the SECAT program, using TCRP funds.

State Transit Assistance Fund — Created pursuant to the Transportation Development Act (TDA) to account for the allocations received from the State for transportation planning and mass transportation purposes. Funds are derived from the statewide sales tax on gasoline and diesel fuel. SACOG handles the administration of these funds.

Public Transportation, Modernization, Improvement & Service Enhancement Account (PTMISEA) — Used to account for funds from Public Transportation, Improvement & Service Enhancement Account (PTMISEA) Regional Funds. SACOG will be the grant recipient for these funds and will pass the funding to transit agencies for approved transit projects. SACOG Board approval is required for the Subrecipient Funding Agreement.

Local Transportation Fund — Created pursuant to the TDA to account for the proceeds received from the State Board of Equalization of the 1/4 cent of the 7.25% retail sales tax collected within the following counties (Sacramento, Yuba, Sutter, and Yolo). SACOG handles the administration of these funds, in conjunction with the four counties.

Glenn County SAFE — Used to account for the activities in accordance with the contract with the County of Glenn, for implementing, operating, and maintaining the motorist aid system of call boxes within the County of Glenn.

Descriptions of Expenditures

Direct Labor and Benefits

Salaries and wages are costs associated with where an employee works on a direct project. Benefits are costs associated with the provision of employee benefits, such as SAOG's contribution for retirement, social security, group insurance, dental, vision, workers compensation insurance, deferred compensation, transit passes, and dental, vision, transit passes, and post-retirement health costs.

Indirect Costs

Indirect costs represent costs that cannot be applied to a specific direct project, that are categorized as indirect. These costs are then allocated to direct projects, on a monthly basis, based on a formula. Costs include expected expenditures for the current year plus indirect costs from two years ago, that have not yet been absorbed or used up. Costs include salaries and benefits for employees who can't charge their work time to a direct project. Expenditures also include meetings, trainings, consultants, mileage, building rent, office equipment and software maintenance, career development costs, postage, phone, legal services, etc.

Consulting Costs

These costs primarily represent payments to outside consultants to perform work on the various projects in the overall work program. Some costs represent computer support services for modeling related projects. The largest consultant cost of \$1.3 million pertains to the 511/STARNET Capital Improvements project. In the OWP costs estimates spreadsheet consultant costs are shown in two columns. One column presents consultant costs funded by specific grant revenue and the other consultant column presents consultants costs funded by annual discretionary funding.

Pass-through to Other Agencies

These costs pertain to activities where SACOG incurs non-labor related costs and then are reimbursed back for the exact costs expended. These costs are in-and-out transactions, with no direct benefit to cover other agency costs or overhead. The two largest amounts relate to the SECAT CMAQ project at \$10.9 million (13-007-10), approximately \$9 million for the Miscellaneous Other Funding element (13-009), and approximately \$4 million for the projects in the FTA Job Access Reverse Commute and New Freedom Program Administration element (13-012).

Equipment and Software

A project specific category in the OWP wherein SACOG recognizes a unique project, that will eventually include equipment and software costs (and perhaps consultant costs) that are paid for by a specific grant, and not recognized anywhere else. The Connect Card Implementation project for \$9.8 million is an example of this.

Description of Expenditures (Continued)

Revenue Unallocated at this Time to Expiring Grant Monies

This column represents costs not yet allocated yet for the specific project. SACOG might use move staff from another project to this project or use consultant costs if SACOG wants to fully utilize the entire grant funding amount.

Other Costs

These costs include the remaining direct project costs. These include: printing, meetings and other, supplies, data and communications costs and marketing/advertising.

Costs for Next Fiscal Year

This column accounts for the Connect Card Implementation project and other projects whereby some projected costs will be incurred in a future year.

FY 2010-11 Indirect Carry Forward (included in indirect costs)

These costs are derived from past years' activities and represent a cumulative total as of a certain point in time, June 30, 2011. These are costs that have been incurred in the past that SACOG has over-recovered due to various factors and the way the indirect formula/calculation works. This amount is allowed to be carried forward in the indirect calculation for the FY 2012-13 budget and is included in the OWP expense calculation as required.

Board of Directors & Advocacy Costs

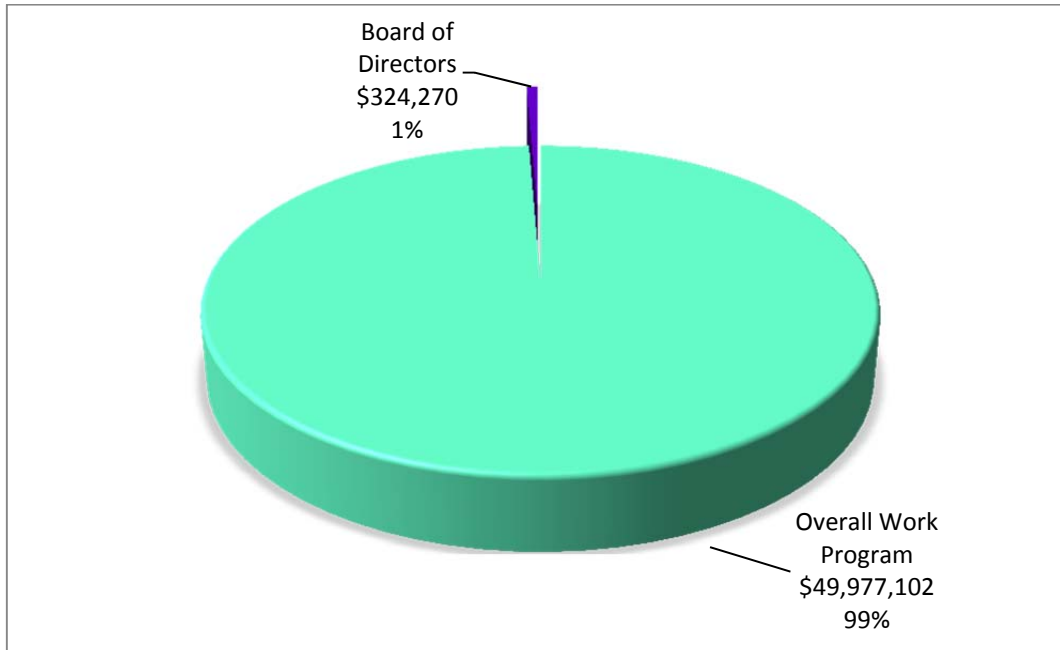
Estimated budgeted expenditures for costs related to Board of Directors activities and for advocacy (lobbying) costs that cannot be accounted for in the Planning and Administration Special Revenue Fund. Costs include meetings/training/travel expenses, board reimbursement and parking passes, federal and state legislative consultants, certain agency memberships and dues, awards, and certain staff time, benefits and overhead.

Equipment Expenditures

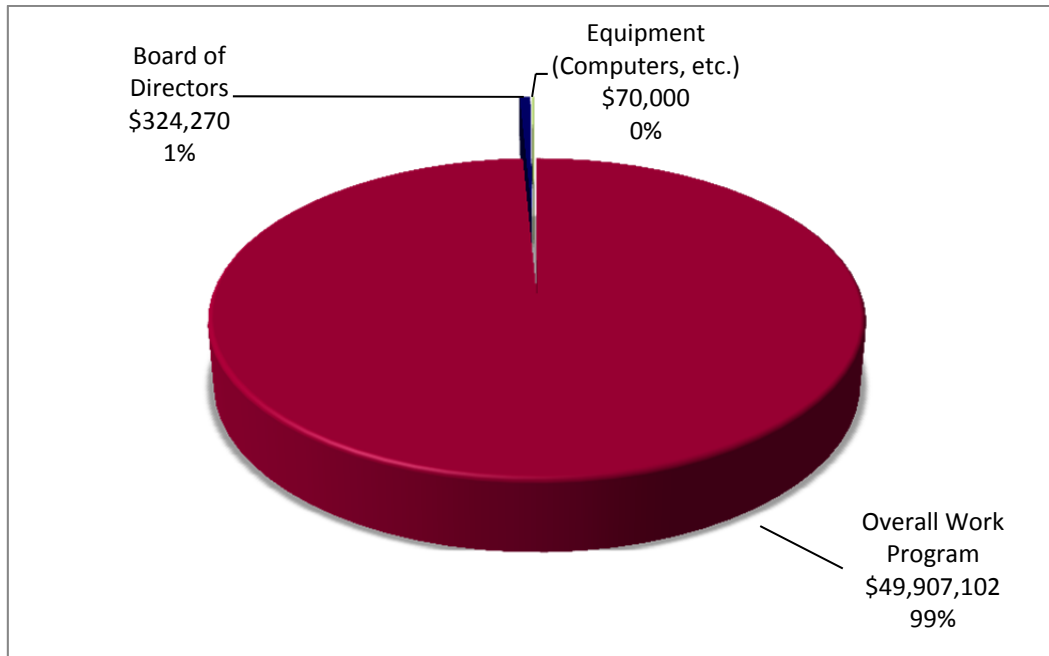
Estimated budgeted expenditures for accounting software upgrade, furniture, equipment, and computers used in carrying on the operations for the Planning and Administration Fund.

Summary of Revenue and Expenditures Graphs

Revenues \$50,301,372



Expenditures \$50,301,372



Sacramento Area Council of Governments
Fiscal Year 2012-13

Summary of Revenues & Expenditures Including Planning & Administration Fund, Board & Advocacy Fund, and Capital Asset Expenditures

REVENUES:

Overall Work Program:

Federal	\$ 32,663,002
State	9,664,614
Local	3,193,153
Services to Others	200,425
In-Kind & Matching Funds from Others	1,564,048
Paratransit, Inc Four Party Agreement Funds	22,716
Use of SACOG Managed Fund Committed to Projects	2,394,623
Use of SACOG Undesignated Fund Balance	204,521
Use of SACOG Undesignated Fund Balance for Equipment	70,000
Subtotal - OWP Revenues	<u>49,977,102</u>

Board of Directors and Advocacy

Member Dues and travel costs	284,270
Use of Board of Directors Committed Fund Balance	30,000
Interest	10,000
Subtotal - Board and Advocacy Revenues	<u>324,270</u>

TOTAL REVENUES

\$ 50,301,372

EXPENDITURES:*

Overall Work Program:

Direct Labor and Benefits	\$ 5,787,155
Direct Consulting Costs	3,595,601
Direct Pass - through to Other Agencies	25,389,131
Direct Equipment and Software (Connect Card project)	9,324,151
Direct Pass - through SACOG Managed Fund Project Expenditures	2,394,623
Direct Other Costs (Printing, meetings, etc)	469,610
Indirect Costs * (allocated amount)	2,560,819
Indirect Costs carryforward amount from FY 10-11	386,012
Total OWP Expenditures	<u>49,907,102</u>

Board of Directors and Advocacy Costs

324,270

Equipment (computers, equipment) Expenses

70,000

TOTAL EXPENDITURES

\$ 50,301,372

Subtotal - Total Revenues Less Total Expenditures

\$ -

*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.

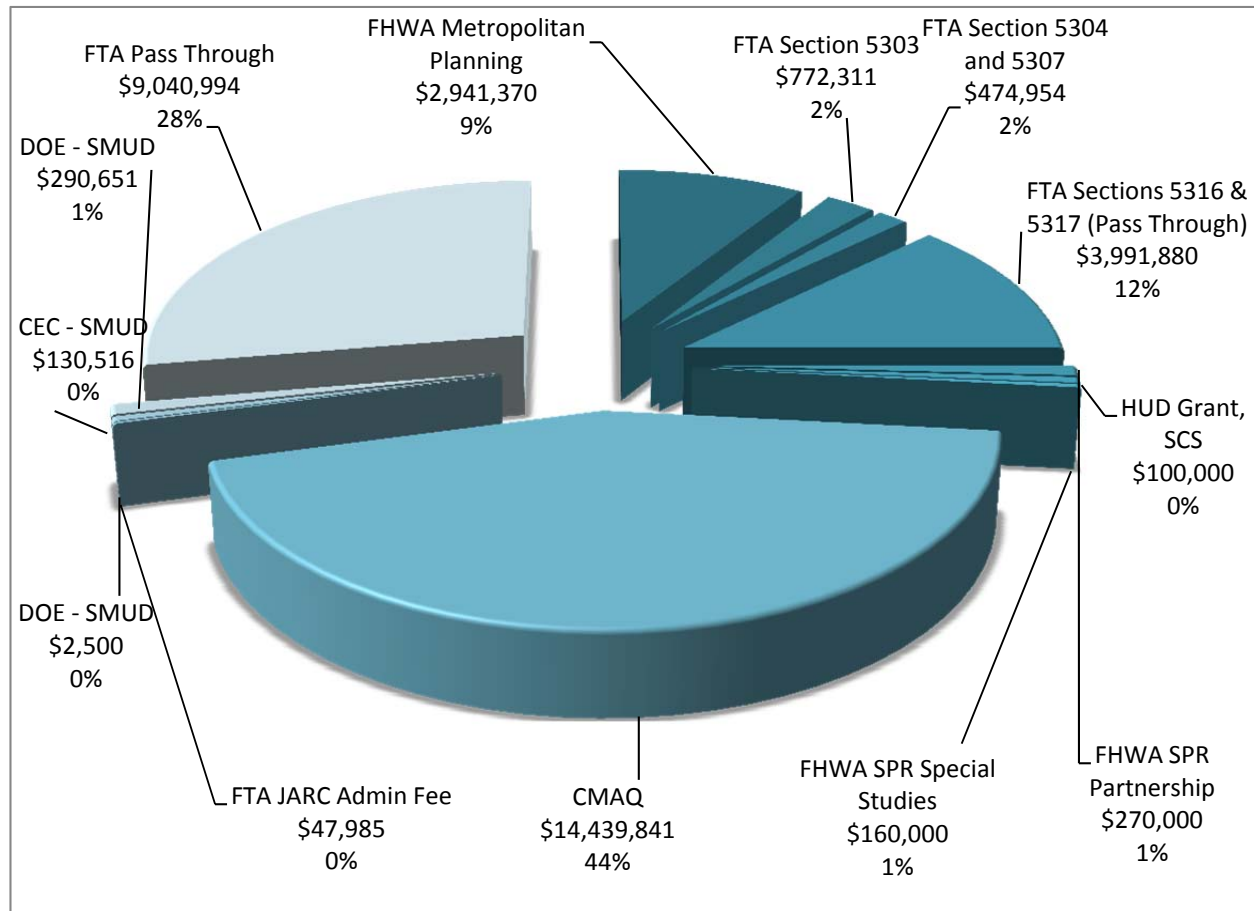
Sacramento Area Council of Governments
Fiscal Year 2012-13

Summary of Revenue Sources

		% of Total
Federal Funding:	\$ 32,663,002	65.36%
Federal Highway Administration - Metropolitan Planning (PL)	2,941,370	
Federal Transit Administration (Section 5303)	772,311	
Federal Transit Administration (Section 5304)	424,954	
Federal Transit Administration (Section 5307)	50,000	
Federal Transit Administration (Section 5316 and 5317 passthroughs)	3,991,880	
FHWA State Planning & Research (Special Studies)	160,000	
FHWA State Planning & Research (SPR Partnership)	270,000	
HUD Grant for Sustainable Communities	100,000	
Congestion Mitigation and Air Quality	14,439,841	
FTA Administrative Fee for JARC Programs	47,985	
CEC - SMUD	130,516	
DOE - SMUD	2,500	
DOE- SMUD	290,651	
FTA Funding Passed through to Unitrans and SRTD	9,040,994	
State of California Funding:	\$ 9,664,614	19.34%
Planning, Programming, Monitoring	826,000	
Regional Surface Transportation Program	1,642,811	
High Occupancy Vehicle Fines	20,000	
Strategic Growth Council - Prop 84 Fundins	233,380	
STIP Funding through the CTC	537,000	
STIP Public Transportation Account	300,000	
State PTA account for various projects	40,000	
Caltrans Safe Routes to School	123,170	
State of California Food and Agriculture	80,991	
Public Transportation Modernization, Improvement & Service Enhancement Account (PTMSEA)	5,861,262	
Local Funds:	\$ 3,193,153	6.39%
Transportation Development Act - Planning & Administration	1,734,943	
Transportation Development Act - Administration	653,246	
Placer County Transportation Planning Agency (PCTPA)	288,093	
El Dorado County Transportation Commission (EDCTC)	63,076	
Capitol Valley Regional SAFE (SAFE)	357,106	
Paratransit, Inc.	70,000	
Strategic Highway Research Program	26,689	
Services to Others:	\$ 200,425	0.40%
Capitol Valley Regional SAFE (SAFE)	92,116	
Glenn County SAFE	727	
Sacramento County (ALUC)	105,048	
I-Places Work for other agencies	2,534	
In-Kind Funds from Others:	\$ 1,564,048	3.13%
SECAT Program	1,259,430	
Transportation Management Associations (TMAs)	155,473	
Remaining in-kind	149,145	
Total Current Year Funds	\$ 47,285,242	94.63%
Paratransit Inc, 4-Party Agreement Funds	22,716	0.05%
Use of SACOG Managed Fund Committed to Projects	2,394,623	4.79%
Use of SACOG Undesignated Fund Balance	204,521	0.41%
Use of SACOG Undesignated Fund Balance for Equipment	70,000	0.14%
Total Use of Fund Balance	\$ 2,691,860	5.40%
Total OWP Revenues	\$ 49,977,102	100.00%

Revenue Sources – Explanations and Details

Federal Revenue Sources \$32,663,002



Federal Funding — \$32,663,002

\$2,941,370 — METROPOLITAN PLANNING (PL)

Metropolitan Planning (PL) money is provided by the Federal Highway Administration (FHWA) through the California Department of Transportation (Caltrans). PL funds are available to each state for federal highway projects, including transportation planning. They are used to assist state highway agencies in planning the Interstate highway system and for planning or improving the primary, secondary, and urban system roads and streets.

In January of each year, SACOG is provided an estimate of what its allocation will be for the next year. The 2012-13 estimate (OWP Guidance) was \$2,941,370 million (6.2 percent), based on a statewide total estimate of \$47,184,206 million to be allocated to all the Metropolitan Planning Organizations (MPOs), Council of Governments (COGs), and Regional Transportation Planning Agencies (RTPAs). The FHWA PL formula allocation has two components:

Revenue Sources – Explanations and Details (Continued)

- A two-part population component, which distributes funds by the proportion of the total population of each MPO based on California Department of Finance estimates.
- An air quality component based on the proportion of federal Congestion Mitigation Air Quality (CMAQ) funds to total programmatic FHWA PL Funds.

The OWP guidance is prepared in November or December for the next State of California fiscal year, which is July 1 through June 30. The federal fiscal year begins October 1, three months after the July 1 effective date of the OWP and the state's fiscal year. The PL amount listed in the OWP Guidance is Caltrans' estimate for the next fiscal year. When the actual PL amounts are finalized from the previous year's federal budget, the OWP is amended to add any PL increases or decreases.

Funds are received on a reimbursement basis and require an 11.47 percent match.

\$772,311 — FTA SECTION 5303

Federal Transit Administration (FTA) Section 5303 monies are administered through Caltrans. These funds are used to assist in planning, engineering, and design of urban mass transportation projects and other technical studies in a program for a unified or officially coordinated urban transportation system. SACOG uses these funds to sponsor transportation planning special projects and information services on behalf of member cities and counties.

In January of each year with the OWP guidance, SACOG is provided an estimate of what its allocation will be for the next fiscal year. The 2012-13 allocation is \$772,311 based on a total of \$14,698,391 million statewide, to be allocated to all the MPOs, COGs, and RTPAs. The FTA Section 5303 formula allocation has two components:

- A base allocation of \$15,000
- A population component, which distributes funds according to each MPO's percentage of statewide urbanized area population, as of the most recent decennial census.

As with the FHWA PL funds, after the previous federal fiscal year closes, Caltrans will notify SACOG of any increase or decrease to previous years allocation.

Funds are received on a reimbursement basis and require an 11.47 percent match.

\$474,954— FTA SECTION 5304 AND 5307

Federal Transit Administration (FTA) Section 5304 monies are administered through Caltrans. These discretionary funds are apportioned annually to the states for use in planning and research and require an 11.47 percent local match. SACOG and its partners annually apply for funding for various projects throughout the region. This includes six projects carried over from last year, totaling \$424,954. The budget in fiscal year 2012-13 is the remaining amount that is expected to be used in the current fiscal year. One project is planned using \$50,000 of 5307 monies.

Revenue Sources – Explanations and Details (Continued)

\$3,991,880— FTA SECTION 5316/5317 — PASS THROUGH AGREEMENTS

Federal Transit Administration (FTA) Section 5316/17 monies are administered through Caltrans' FTA Section 5316 (Job Access and Reverse Commute [JARC]) and Section 5317 (New Freedom) programs. These programs require that designated recipient of these funds be identified for the urbanized area. SACOG, as the Metropolitan Planning Agency (MPO), is the Designated Recipient (lead planning agency) for 5316 and 5317 funds. This amount includes 11 carryover projects from last year, and all but one are pass-through type of arrangements that involve SACOG and its transit partners.

\$160,000 — FHWA STATE PLANNING & RESEARCH (SPECIAL STUDIES))

These funds are for one project, the Statewide Development of Transportation/Land Use Tools, which is a carryover project from last year. Funds are received on a reimbursement basis and require a 20 percent match, which is coming from State PTA Account funds.

\$270,000 — FHWA STATE PLANNING & RESEARCH (SPR PARTNERSHIP)

These funds are for one project, the American River Crossing Alternatives Study Project. Funds are received on a reimbursement basis and require a 20 percent match, which is coming from the City of Sacramento, via in-kind work.

\$100,000 — HUD GRANT FOR SUSTAINABLE COMMUNITIES

This is the remaining amount from The U.S. Department of Housing and Urban Development (HUD) GRANT, awarded the Sacramento Regional Consortium \$1.5 million to build a Regional Plan for Sustainable Development (RPSD) for the six-county region. The grant was expected to be expended over a 36-month period. The work activities will build an enhanced planning process to expand the MTP into HUD's grant RPSD. This amount represents the remaining HUD funding reimbursement expected for FY 2012-13. This HUD funding does not have a requirement for matching funds; however, SACOG is overmatching the project with its local funds, and leveraging other work it is doing in conjunction with the work on this project.

\$14,439,841— CONGESTION MITIGATION & AIR QUALITY (CMAQ)

CMAQ is jointly administered by FHWA and FTA under SAFETEA-LU and provides funding for projects that reduce criteria air pollutants for air quality non-attainment areas. The formula for distribution of funding is determined partly by the region's population, but primarily by the severity of ozone and carbon monoxide problems within the non-attainment area. CMAQ funds require an 11.47 percent match, which can be in local funds or third party in-kind costs, depending on the project. CMAQ funding also supports projects classified as Transportation Control Measures (TCMs). TCM projects include high occupancy vehicles (HOV) lanes, mass transit investments,

Revenue Sources – Explanations and Details (Continued)

transportation demand management (TDM) programs, signal coordination, and bicycle facilities. CMAQ funds will be used for:

- \$9,720,782 – Sacramento Emergency Clean Air & Transportation (SECAT) Program. SECAT is a program designed to replace certain diesel engines with cleaner-burning engines to aid in air quality improvement. Originally funded with other types of state funding, CMAQ money will continue the program throughout the region. Matching funds are by way of third-party in-kind costs.
- \$3,500,000 – Connect Card Implementation. This funding will be used for implementation planning, procurement, and deployment of a regional universal transit fare card system. PTMISEA state funds are used as matching funds.
- \$1,200,000 – Transportation Demand Management (TDM). This program promotes alternative transportation mode uses like Rideshare, carpooling, vanpooling, public transit, bicycling, walking, and telecommuting. SACOG's ongoing Rideshare project encompasses these control measures. \$9,059 – Online Bike Trip Planner.
- \$10,000 – This CMAQ grant fund will be used to fund the 511 Automated Transit Trip Planning project, of which most of the work is a pass-through to Regional Transit. Some in-kind matching funds are to be provided by Regional Transit.

\$47,985— FTA ADMINISTRATIVE FEE FOR JARC PROGRAM AND THE AFTER NINE TRANSIT STUDY AND IMPLEMENTATION

The FTA administrative fee for SACOG to execute its role as the designated recipient for FTA 5316 Jobs Access Reverse Commute (JARC) and 5317 New Freedom Program funds for the Sacramento Urbanized area will be used for JARC/New Freedom Administration project for \$45,481. The remaining amount of \$2,504 will be used to partially fund the After Nine Transit Study and Implementation project.

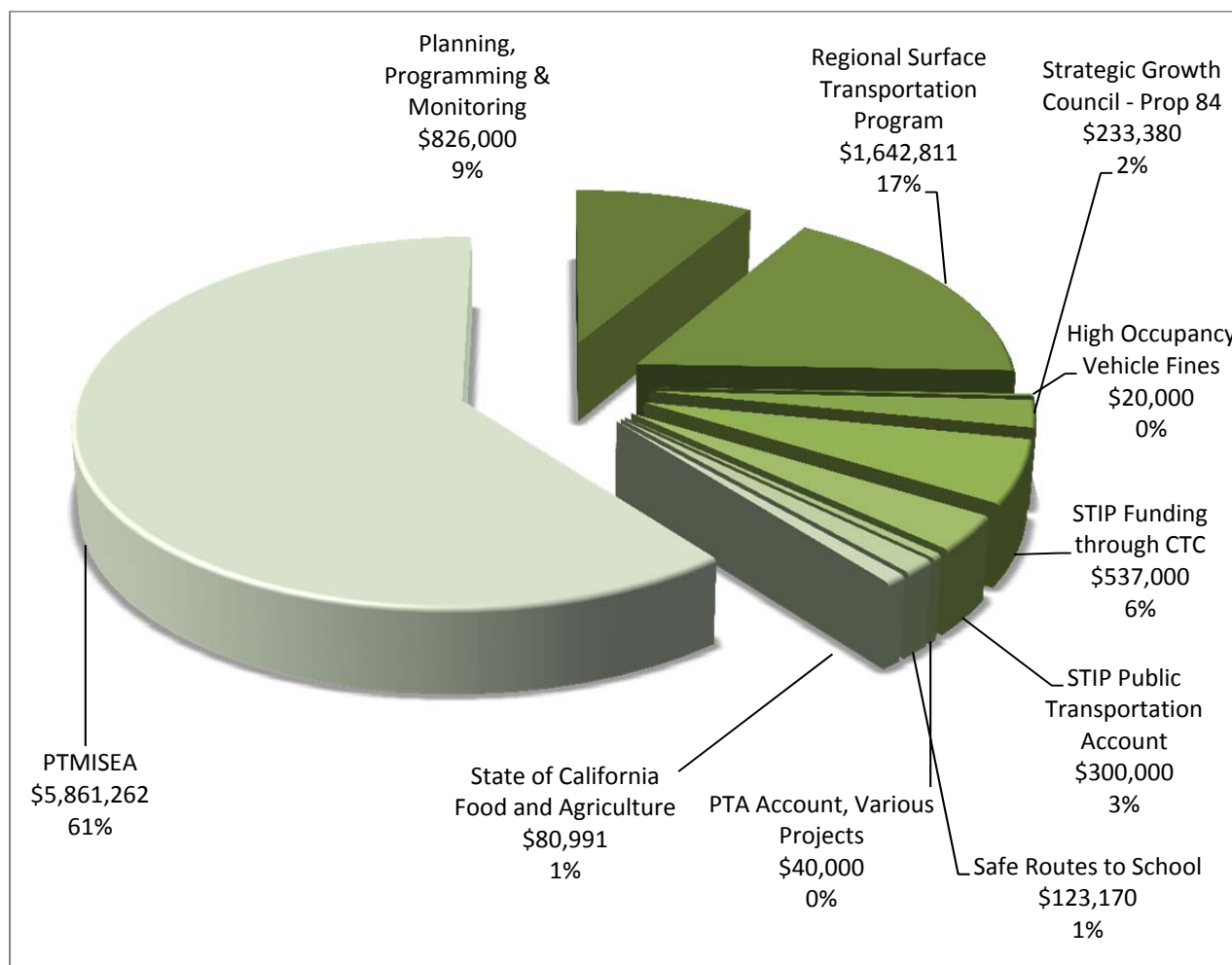
\$9,040,994— FTA FUNDING PASSED THROUGH TO UNITRANS AND SACRAMENTO REGIONAL TRANSIT DISTRICT

The FTA funding is to support projects for both Unitrans and Sacramento Regional Transit District awarded directly to them. Because of SACOG's designation as the RTPA for the region, federal regulations require the funding be in SACOG's OWP; however, SACOG has no authority over the funding. The projects designated for this funding are: Unitrans – CNG Fueling Facility study (\$20,018), Unitrans Parking Lot Study for the City of (\$200,018); SRTD –Downtown-Natomas-Airport Rail project (\$3,696,113), Green Line Planning project (\$3,789,345) and the Downtown Riverfront Transit Alternatives Project (\$1,355,500).

Revenue Sources – Explanations and Details

(Continued)

State Revenue Sources \$9,664,614



State of California Funding — \$9,664,614

\$826,000 — PLANNING PROGRAMMING AND MONITORING (PPM)

The PPM funding is used to support the budgets for the projects responsible for the planning, programming, and monitoring of projects throughout the region. These activities entail ensuring the project fits within the policies of MTP/SCS, securing funding for those projects, then following up on the delivery of those projects. This funding supports the Federal and State Programming project for \$194,507, the Regional Transportation Monitoring project at \$100,000, Transit Technical Assistance and Programming \$51,484, MTP/SCS Implementation \$180,009, and Project Delivery for \$300,000.

Revenue Sources – Explanations and Details (Continued)

\$1,642,811— REGIONAL SURFACE TRANSPORTATION PROGRAM (RSTP)

SACOG has budgeted \$1,197,811 toward the 511/STARNET Capital project, which is a communications platform that will connect the local operations centers for traffic, transit and emergency response operators; \$180,000 in administrative fees on the RSTP funds for the region that will be used to fund federal and state project programming activities; \$265,000 for Project Delivery; and \$20,000 for High Occupancy Vehicle Fines

SACOG receives a portion of High Occupancy Vehicle (HOV) fines occurring within the Sacramento region on an ongoing basis. These funds are applied toward costs associated with the Model Development project.

\$233,380 — STRATEGIC GROWTH COUNCIL–PROPOSITION 84 FUNDING

Funding from these state funds, are to be used to support the Rural-Urban Connects Strategy/Sustainable Communities Strategy Implementation project, which is continuing from last year. These funds don't require matching funds; however, the funding does not pay for indirect costs, so SACOG is providing local funds to cover indirect costs.

\$537,000 — STIP FUNDING THROUGH CALIFORNIA TRANSPORTATION COMMISSION (CTC)

These are State Transportation Improvement Program (STIP) funds that are received via the CTC, and are to be used to help fund the Connect Card Implementation project.

\$300,000 — STIP Public Transportation Account (PTA)

These funds are to be used to fund the Unitrans ITS project which is a pass-through arrangement.

\$40,000 — STATE PUBLIC TRANSPORTATION ACCOUNT FUNDING FOR VARIOUS PROJECTS

The funds in this revenue stream are Caltrans' contribution of matching funds for the development of the Statewide Transportation and Land Use project.

\$123,170 — SAFE ROUTES TO SCHOOL

This Caltrans grant is carried over to this year and will be used to develop a regional policy for safe routes to school in cooperation with local public schools and local governments within the region. The project will include coordination of the infrastructure, education, and encouragement programs to be used in the educational setting to promote safety and health benefits of walking and bicycling to school.

Revenue Sources – Explanations and Details (Continued)

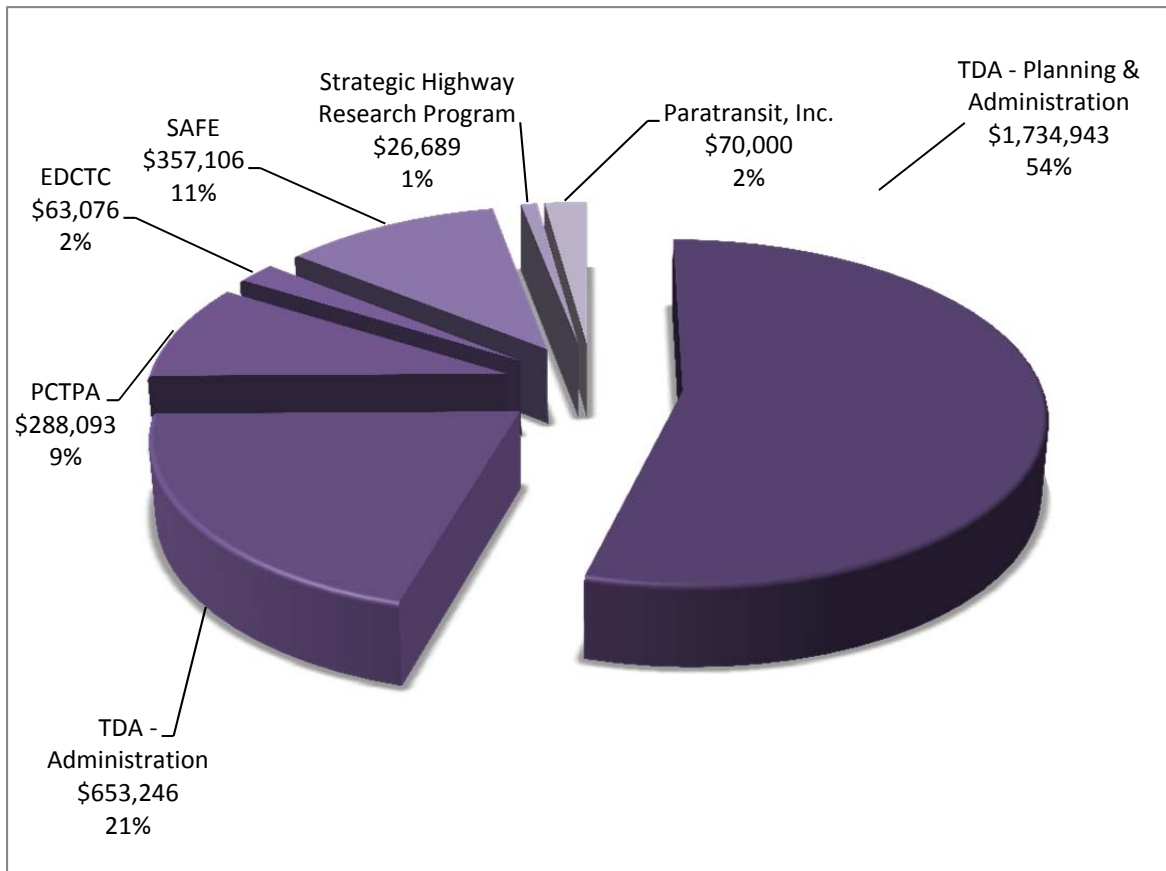
\$80,991— STATE OF CALIFORNIA FOOD & AGRICULTURE

This two year grant through the Department of Food and Agriculture (CFDA) will complete work needed to assess the feasibility of building a local food system in the greater Sacramento Region.

\$5,861,262— PUBLIC TRANSPORTATION MODERNIZATION IMPROVEMENT & SERVICE ENHANCEMENT ACCOUNT (PTMISEA)

The PTMISEA fund is a portion of the state Proposition 1B bond issue that is designed to make improvements to the public transit system. SACOG will utilize the entire amount of \$5,861,262 as the local match for the CMAQ funding and to pay for certain transit costs for the Connect Card Implementation project.

Local Funding Sources \$3,193,153



Revenue Sources – Explanations and Details

(Continued)

Local Funds — \$3,193,153

\$2,388,189 — LOCAL TRANSPORTATION FUNDS

The Transportation Development Act (TDA) provides funds for an annual planning fee and administrative assessment to perform various responsibilities as required by TDA law.

Local Transportation Funds (LTF) are derived from one-quarter percent of the general sales tax as identified in the Transportation Development Act, and are returned to the county of origin specifically to support transit programs. SACOG receives a 3 percent planning fee, \$1,734,943 in this fiscal year, which is used as the local match for federal and state programs and to fund operations. SACOG also receives a 1.117 percent administration fee, \$653,246, which is used to fund financial audits of the claimants for their TDA receipts and certain other administrative functions. These fees are based on the annual LTF apportionments to four of the counties and cities in the SACOG region.

\$288,093 — PLACER COUNTY TRANSPORTATION PLANNING AGENCY (PCTPA)

Pursuant to the terms of a memorandum of understanding, PCTPA compensates SACOG for performing certain transportation planning and programming responsibilities required by SAFETEA-LU and the Clean Air Act. The amount for FY 2012-13 is \$288,093.

\$63,076 — EL DORADO COUNTY TRANSPORTATION COMMISSION (EDCTC)

Pursuant to the terms of a memorandum of understanding, EDCTC compensates SACOG for performing certain transportation planning and programming responsibilities required by SAFETEA-LU and the Clean Air Act. The amount for FY 2012-13 is \$63,076.

\$357,106 — CAPITOL VALLEY REGIONAL SAFE

Capital Valley Regional SAFE contributes funding to two SACOG projects. The first is for the 511/STARNET operations, \$201,917, and the second is matching funds, \$155,189, for the RSTP funding of the 511/STARNET Capital improvements program related to the communications platform for STARNET.

\$70,000 — PARATRANSIT, INC.

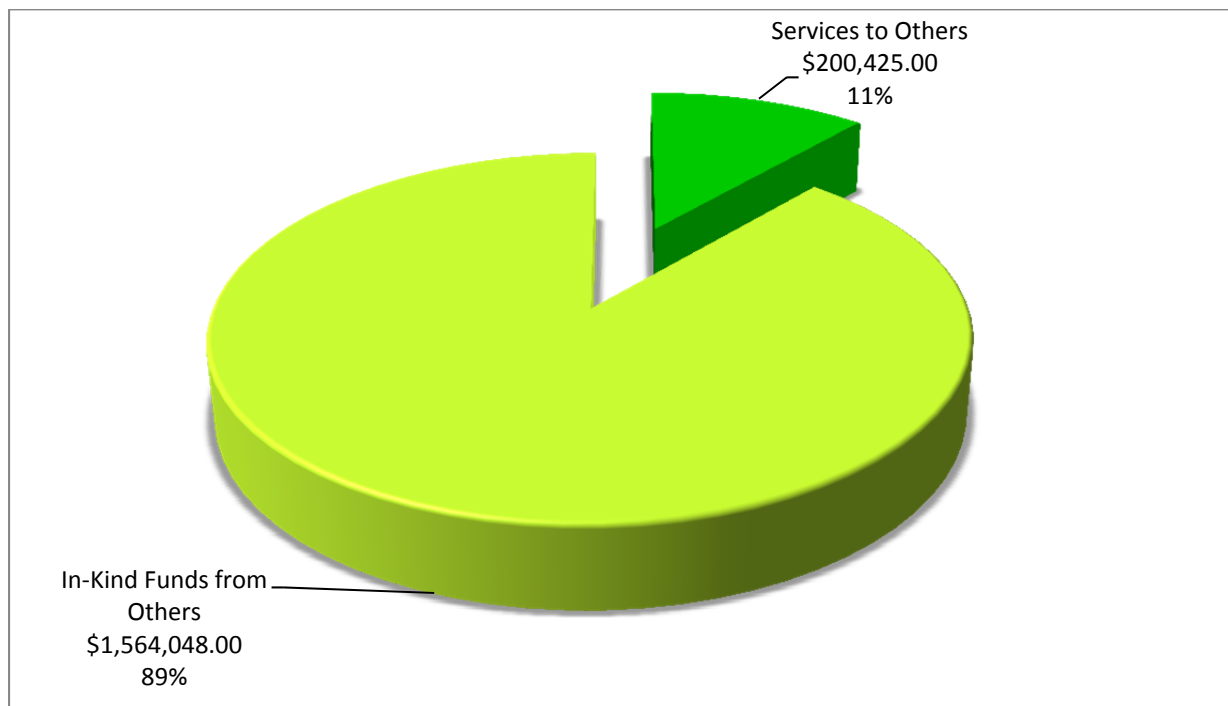
This provides funding for the Paratransit, Inc., SRTP project.

Revenue Sources – Explanations and Details (Continued)

\$26,689 — STRATEGIC HIGHWAY RESEARCH PROGRAM

This funding is for the Model Development-Fine Grain Networks project through the Strategic Highway Research Program (SHRP 2).

Other Revenue Sources \$1,764,473



Services to Others — \$200,425

\$92,843 – SACOG provides staff time and other services to the Capitol Valley SAFE program, \$92,116, and Glenn County SAFE program, \$727.

\$105,048 – Sacramento County has contracted with SACOG to provide airport land use planning for airports.

\$2,534 – Revenue from other agencies on behalf of I-PLACE³S work performed by SACOG.

Revenue Sources – Explanations and Details

(Continued)

In-Kind from Others — \$1,564,048

\$1,259,430 – SACOG was awarded CMAQ funding to continue the SECAT engine replacement program. As a local match for these funds, the trucking companies receiving funds from the program will report the value of the engine cost in excess of the grant award.

\$155,473 – Transportation Management Associations are providing match for the Transportation Demand Management program (TDM). SACOG provides funding for the operations of the TMAs and, in return, the TMAs provide the in-kind match for the TDM program.

\$149,145 – These are in-kind funds from the grantee used as match for the grants that are passed through SACOG to the subrecipient grantee and any remaining in-kind funding arrangements.

Revenues from Committed Fund Balance Accounts in the Planning and Administration Fund — \$2,417,339

\$22,716 – PARATRANSIT, INC. – FOUR-PARTY FUNDS

SACOG had accumulated \$194,065 of Four-Party Funds over the past ten years that had not been expended on activities for Paratrasit activities. For FY 2012-13, the Paratransit, Inc., project is expected to expend \$92,716 of costs, of which Paratransit, Inc., will provide \$70,000 of direct funding, with the remaining amount coming from this committed Fund balance.

\$2,394,623 – SACOG MANAGED FUND

This is the amount of estimated project reimbursement costs that may be disbursed during FY 2012-13, for those projects that have qualifying expenditures under the SACOG Managed Fund umbrella. The funds will be disbursed from the Committed Portion of SACOG Fund balance that portends to the SACOG Managed Fund, as SACOG does attempt to account (internally) for the Unassigned Fund balance between the SACOG Managed Fund funds and regular SACOG Unassigned fund balance.

SACOG will be using \$204,521 and \$70,000 of Unassigned Fund balance, totaling \$274,521 to cover current year operating expenses and equipment purchases.

Sacramento Area Council of Governments
Fiscal Year 2012-13

Indirect Costs

Total Direct Salaries and Benefits from OWP **\$ 5,787,155**

Total Indirect Expenditures 2,946,831

Carry Forward (+/-) from FY 2010-11¹ (386,012)

Adjusted Indirect Total Costs **\$ 2,560,819**

INDIRECT RATE - FY 2012-13

(Total Adjusted Indirect Costs ÷ Total Direct Salaries
and Benefits from OWP)

44.25%

EXPENDITURES:

Amount

Meetings/Training	\$ 10,000
Printing	13,500
Consultant	130,000
Mileage	12,000
Legal Services	60,000
Other Expenses	4,500
Books & Periodicals	2,000
Office Supplies	44,000
Postage	15,000
Telephone	42,000
Office Equipment Maintenance	15,000
Memberships	20,000
Depreciation	36,000
Insurance	71,000
Building Rent - Meridian Plaza	621,517
SACOG Vehicle Parking	10,000
Office Equipment < \$5,000	15,000
Accounting Processing Costs	10,000
Career Development Program	75,000
Computer Software Maintenance/Licenses	70,000
Temporary Services	500
Indirect Staffing (salaries/benefits)	1,669,814
TOTAL FOR FY 2012-13	<u>\$ 2,946,831</u>

¹This dollar amount includes the \$386,012 carryover number from the cumulative FY 2010-11 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
Fiscal Year 2012-13

Salaried Personnel by Year and Position

	Budgeted FY 12-13	Final FY 11-12	Final FY 10-11	Budgeted FY 10-11	Final FY 09-10	Actual FY 08-09	Actual FY 07-08
Accountant I	1	1	1	1	1	1	1
Accountant II	-	-	-	-	-	-	2
Accountant III	2	2	2	2	2	2	2
Accounting Technician	-	-	-	-	-	-	1
Administrative Assistant I	-	-	-	1	-	-	-
Administrative Assistant II	1	1	1	3	4	4	2
Administrative Assistant III	2	2	2				
Administrative Clerk I	-	-	-	-	-	-	1
Administrative Clerk II	2	2	2	2	3	3	4
Administrative Clerk III	1	1	1	1	1	1	-
Administrative Coordinator I	1	1	1				
Administrative Coordinator II	-	-	-	-	0.5	0.5	1
Assistant Planner	3	3	3	3	4	4	3
Associate Planner	4	4	4	3	3	3	3
Assistant Research Analyst	3	2	2	2	3	3	3
Associate Research Analyst	3	5	5	4	3	3	3
Associate Graphic Designer	-	-	-	-	1	1	1
Associate Public Information Coordinator	3	2	2	-	1	-	-
Chief Executive Officer	1	1	1				
Chief Operating Officer/General Counsel	1	1	1				
Clerk of the Board	-	-	-	-	-	-	1
Clerk of the Board/Human Resource Specialist	1	1	1	1	1	1	-
Data Research Manager	1	1	1	1	1	1	-
Director of Community Planning & Operations	-	-	-	-	-	-	1
Director of External Affairs & Member Services	1	1	1	1	1	1	-
Director of Finance/Acting Finance Manager	-	-	-	1	1	1	1
Director of Transportation Planning	1	1	1	1	1	1	1
Director of Research and Analysis	1	1	1	1	1	1	1
Executive Director	-	-	-	1	1	1	1
Finance Manager	1	1	1				
Graphics Designer II	1	1	1				
Information Technology Analyst II	-	-	-	1	1	1	1
Junior Planner	1	1	1	1	1	-	-
Manager of Communications	-	-	-	-	-	-	1
Manager of Capital Programs	-	-	-	-	-	1	-
Manager of Project Delivery	1	1	1	1	1	1	1
Manager of Transportation Planning	-	-	-	-	-	-	1
Manager 511/ITS	1	1	1	1	1	1	-
Principal Project Expert	1	2	2	2	2	2	1
Public Information Coordinator II	1	1	1	3	2	3	3
Research Technician	1	1	1	1	1	1	1
Senior Accountant	-	-	-	-	1	1	1
Senior Graphic Designer	-	-	-	1			
Senior Information Tech Analyst	1	1	1	1	1	1	1
Senior Planner	6	7	7	7	6	6	5
Senior Research Analyst	1	1	1	1	1	1	1
Supervisory Senior Planner	1	-	-	-	-	-	1
Supervisory Research Analyst	-	-	-	-	-	-	1
Total Number of Salaried Employees	50	51	51	49	51.5	51.5	52

Capital Asset Expenditures (Furniture, Equipment, & Computers)

**Fiscal Year
2012-13
Budget**

REVENUE

Local Funds	\$ 70,000
-------------	------------------

EXPENDITURES

Computer Hardware Upgrades/Replacements	\$ 18,000
Software Acquisition	45,000
Office Furniture and Equipment	2,000
Other	5,000
Total Equipment Expenditures	\$ 70,000

SACOG has no real (bonded) debt per se, since it maintains no structures, only operating equipment. SACOG administers funding for its member agencies to build capital projects, however SACOG does not build anything. SACOG's operating "projects" mainly consist of planning projects.

BOARD OF DIRECTORS & ADVOCACY

Section Contents:

- Budget for Board of Directors & Advocacy
- Budget for Board of Directors & Advocacy Graph
- Annual Membership Assessments

Sacramento Area Council of Governments

Fiscal Year 2012-13

With Comparison to Fiscal Year 2011-12

Budget for Board of Directors & Advocacy

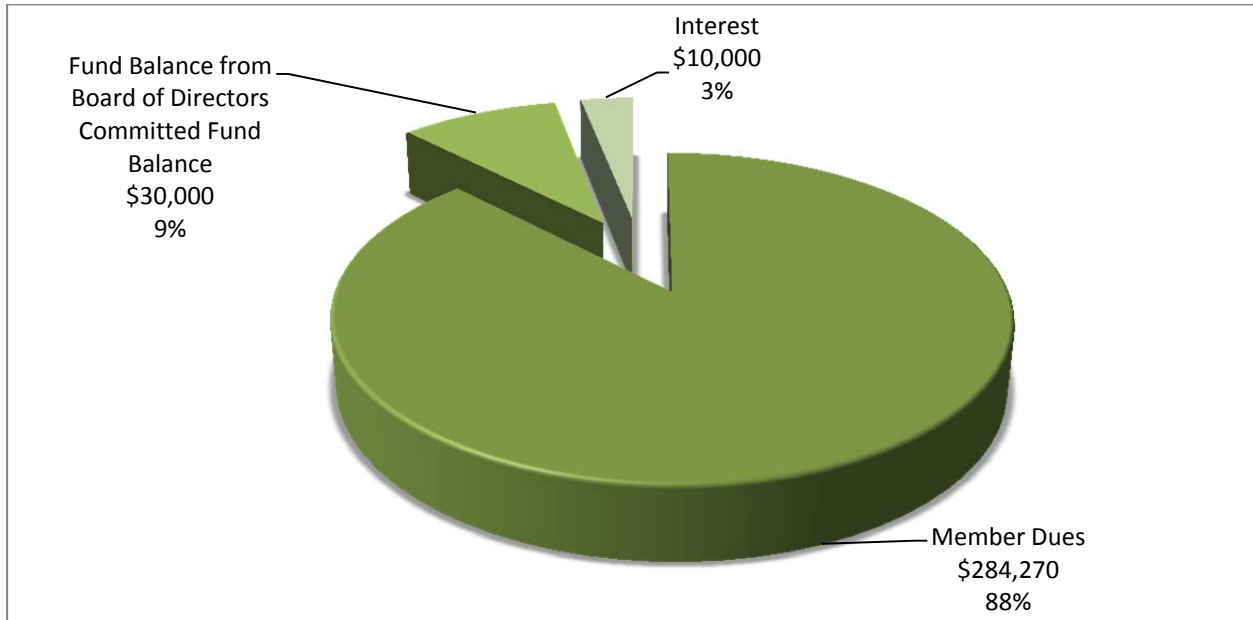
	Fiscal Year 2012-13	Fiscal Year 2011-12 Budget	Fiscal Year 2011-12 Projected Actual	Difference
REVENUE:				
Membership Dues	\$ 284,270	\$ 284,270	\$ 284,270	-
Board and Advocacy reserve funds	30,000	37,976	18,882	19,094
Other Local Funds - (est. interest on general account)	10,000	20,000	10,000	10,000
TOTAL REVENUES:	\$ 324,270	\$ 342,246	\$ 313,152	29,094
EXPENDITURES:				
Meetings / Training / Travel Expenses	\$ 69,111	\$ 79,000	\$ 79,000	0
Board Reimbursement(per Deim and Director Fees)	65,000	65,000	65,000	0
Board Parking Passes	1,000	1,000	1,000	0
Consultants	70,000	70,000	70,000	0
Federal Legislative Consultant	40,000			
State Legislative Consultant	20,000			
Other Consultants	10,000			
Printing	659	659	659	0
Supplies	5,000	5,000	5,000	0
Other Expenses	1,000	1,000	1,000	0
Memberships				
AMPO	10,000	11,000	9,197	1,803
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	4,300	4,300	4,300	0
CTA Dues	1,200	1,200	1,200	0
CALCOG dues	21,000	17,850	16,109	1,741
California Transit Association				0
Awards	500	500	500	0
Employee's excess travel costs				0
Labor, Benefits, and Overhead - Staff performing Federal/State				
Legislative duties	70,000	80,237	54,687	25,550
TOTAL EXPENDITURES	\$ 324,270	\$ 342,246	\$ 313,152	\$ 29,094

Board and Advocacy Reserve Analysis and Projection	Amount	Time period
Fund Balance designated for Board and Advocacy	\$ 168,856	at 6/30/08
Increase based on FY 08-09 actual activity	43,200	
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
Less: Projected Use of reserves for FY 11/12 activity	\$ 18,882	
Subtotal -projected Reserve Balance	\$ 90,657	at 6/30/12
Less: Projected Use of reserves for FY 12/13 activity	\$ 30,000	
Subtotal -Projected Reserve Balance	\$ 60,657	at 6/30/13

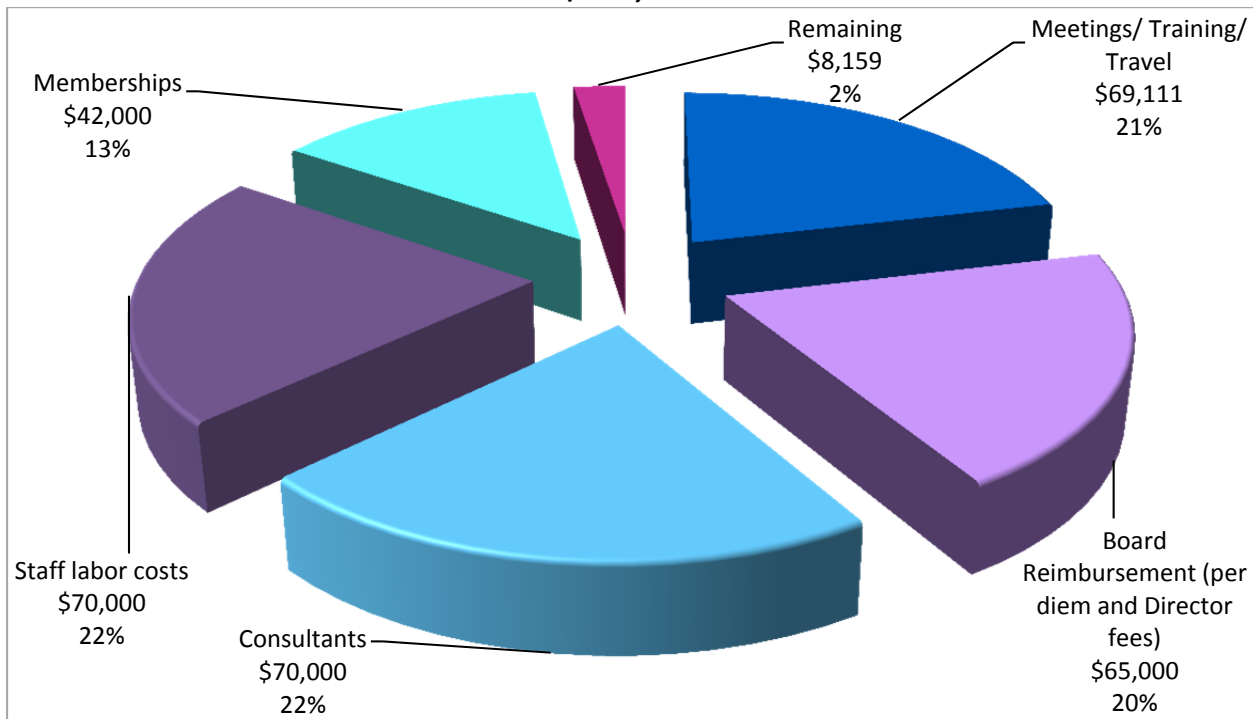
SACOG Budget operations take place within the Planning and Administration Fund, as defined in SACOG's Annual Comprehensive Financial Report (CAFR). The Board & Advocacy (B&A) Fund is a designated Fund within this fund.

Budget for Board of Directors & Advocacy Graphs

Revenues \$324,270



Expenses \$324,270



Sacramento Area Council of Governments
Fiscal Year 2012-13

Annual Membership Assessments

Local Agency	Population (CA Dept. of Finance @1/1/10)	Population* (CA Dept. of Finance @1/1/11)	Difference	Dues Calculation @ 16.5¢ per capita	Amount Jurisdictions would have had to pay last Year except it was frozen at a prior Year Assessment	Difference	Dues % Reduction
<u>El Dorado County:</u>							
Unincorporated	147,503	150,489	2,986	\$ 24,852	\$ 23,788	\$ 1,064	4%
Placerville	10,429	10,452	23	1,726	1,682	44	3%
	-	-					
<u>Placer County:</u>							
Unincorporated	111,877	111,877	-	\$ 18,476	\$ 18,042	\$ 433	2%
Auburn	13,578	13,410	(168)	2,215	2,190	25	1%
Colfax	1,993	1,971	(22)	325	321	4	1%
Lincoln	41,111	43,248	2,137	7,142	6,630	512	7%
Loomis	6,743	6,475	(268)	1,069	1,087	(18)	-2%
Rocklin	56,019	57,901	1,882	9,562	9,034	528	6%
Roseville	115,877	120,593	4,716	19,915	18,688	1,227	6%
<u>Sacramento County:</u>							
Unincorporated	567,700	558,061	(9,639)	\$ 92,159	\$ 91,553	\$ 605	1%
Citrus Heights	88,115	83,618	(4,497)	13,809	14,210	(402)	-3%
Elk Grove	143,885	154,594	10,709	25,530	23,204	2,325	9%
Folsom	71,453	72,439	986	11,963	11,523	439	4%
Galt	24,264	23,767	(497)	3,925	3,913	12	0%
Isleton	822	808	(14)	133	133	1	1%
Rancho Cordova	62,899	65,502	2,603	10,817	10,144	673	6%
Sacramento	486,189	469,566	(16,623)	77,545	78,408	(863)	-1%
<u>Sutter County:</u>							
Unincorporated	24,991	21,645	(3,346)	\$ 3,574	\$ 4,030	\$ (456)	-13%
Live Oak	8,791	8,586	(205)	1,418	1,418	0	0%
Yuba City	65,372	65,569	197	10,828	10,543	286	3%
<u>Yolo County:</u>							
Unincorporated	23,571	24,511	940	\$ 4,048	\$ 3,801	\$ 246	6%
Davis	66,570	65,915	(655)	10,885	10,736	149	1%
West Sacramento	48,426	49,160	734	8,118	7,810	309	4%
Winters	7,098	6,624	(474)	1,094	1,145	(51)	-5%
Woodland	57,288	55,549	(1,739)	9,173	9,239	(65)	-1%
<u>Yuba County:</u>							
Unincorporated	56,955	56,743	(212)	\$ 9,371	\$ 9,185	\$ 185	2%
Marysville	12,867	12,233	(634)	2,020	2,075	(55)	-3%
Wheatland	3,558	3,503	(55)	578	574	5	1%
<u>TOTAL</u>	<u>2,325,944</u>	<u>2,314,809</u>	<u>(11,135)</u>	<u>\$ 382,271</u>	<u>\$ 375,107</u>	<u>\$ 7,164</u>	

*More current California Department of Finance data will be available in May 2012.

Annual Membership Assessments

(Continued)

Per Capita Computation

	Base	\$0.140	Per capita
CPI History:			
FY 06-07	4.37%	\$0.146	December 2004 vs December 2005
FY 07-08	3.42%	\$0.151	December 2005 vs December 2006
FY 08-09	3.02%	\$0.156	December 2006 vs December 2007
FY 09-10	0.08%	\$0.156	December 2007 vs December 2008
FY 10-11	2.08%	\$0.159	December 2008 vs December 2009
FY 11-12	1.40%	\$0.161	December 2009 vs December 2010
FY 12-13	2.40%	\$0.165	December 2010 vs December 2011

Based on Consumer Price Index (CPI) for US and California and All-Urban Consumer Series.
Use California column. December to December comparison.

284,270 — Membership Dues

Annual assessments are received from member cities and counties based on population as identified in the most recent California Department of Finance census estimates. Currently, 16.5 per capita plus an annual CPI increase (per Board action in May 2005) is the assessment for membership fees, which equals \$382,271. However, the dues this year remain the same as last year's amount, which amounts to a 26 percent reduction, per the Board's instruction in order to provide some financial relief to the member agencies. Monies are used to fund the Board of Directors & Advocacy costs

\$20,000 — Interest Earnings

This is the estimated amount of interest earned on SACOG funds held at the County of Sacramento. It is used to supplement member dues for the Board of Directors & Advocacy budget.

FUND BALANCE INFORMATION

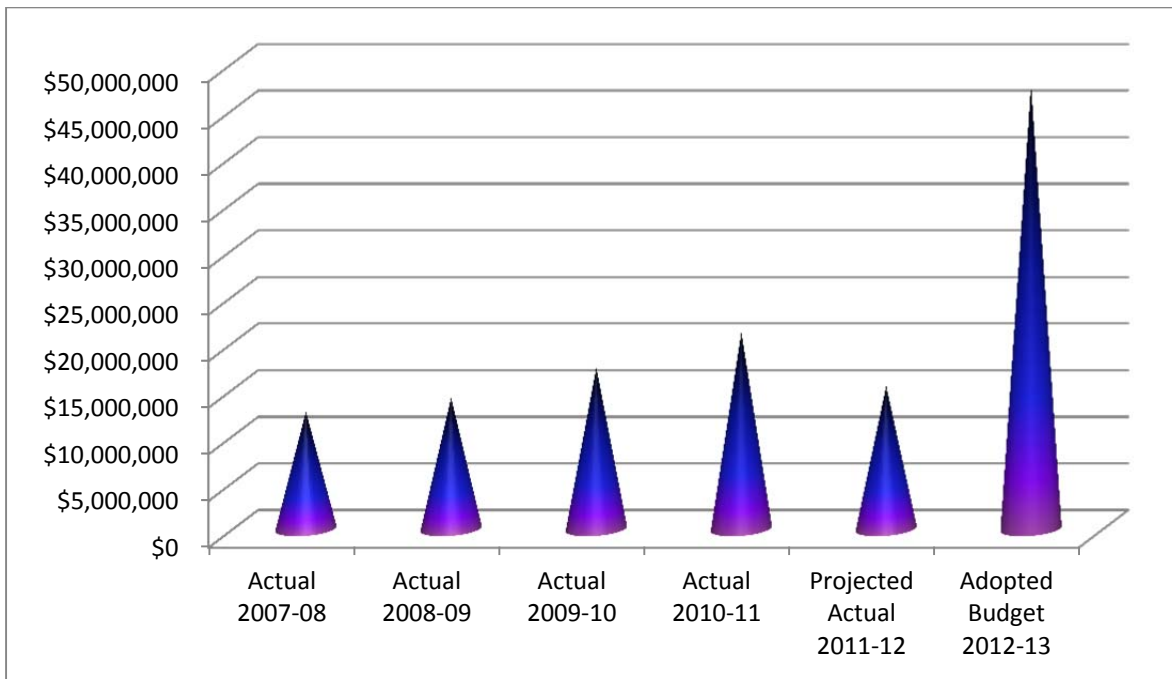
Section Contents:

- Six-Year Revenue and Expenditure Graphs
- Planning & Administration Fund Five-Year Budget Comparison
- Board & Advocacy
- Financing Corporation
- Summary of Changes in Fund Balance Compared to Budget

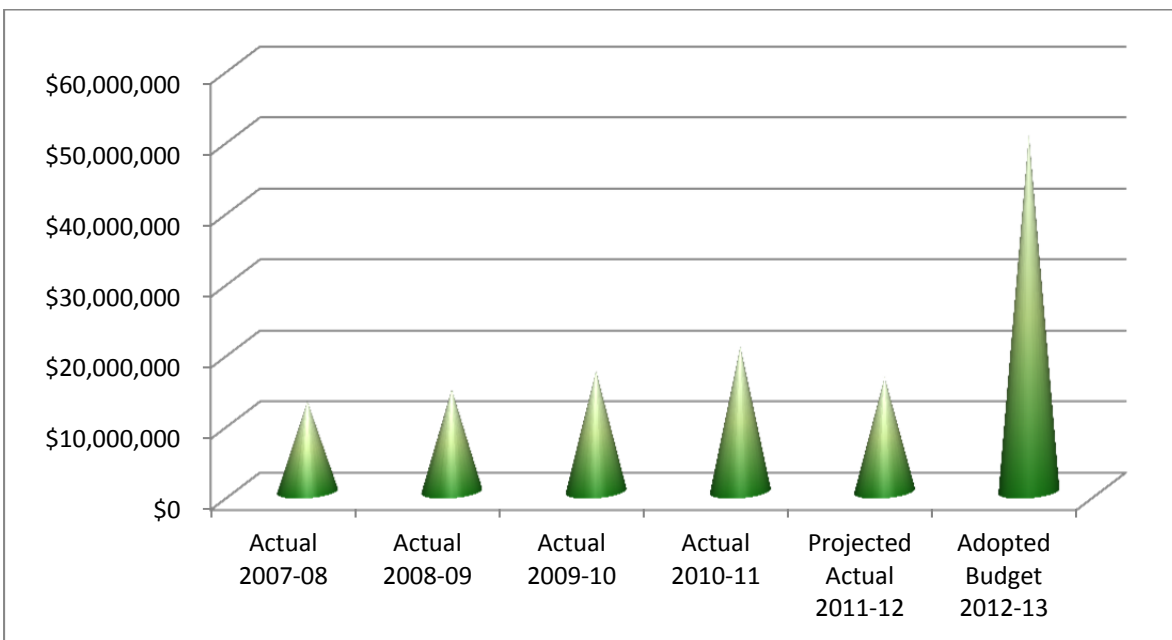
Six-Year Revenue and Expenditure Graphs

Planning and Administrative Fund

REVENUES



EXPENDITURES



Sacramento Area Council of Governments
Fiscal Years 2008 through 2012

Planning & Administration Fund

Six-Year Actual and Budget Comparison

	2008	2009	2010	2011*	Projected 2011/12	Adopted 2012/13
REVENUES						
Federal	\$ 6,240,742	\$ 7,463,171	\$ 12,157,504	\$ 13,637,674	\$ 8,420,575	\$ 32,663,002
State	841,536	1,406,497	1,204,156	3,088,223	2,675,158	9,664,614
Local	1,072,500	1,012,580	743,493	645,220	842,806	804,964
Charges for Services	922,725	840,987	146,077	296,771	185,937	200,425
Member Assessments	315,086	349,485	284,270	284,270	284,270	284,270
Investment Earnings	109,952	80,243	12,696	56,532	35,000	10,000
In-Kind			625,448	649,531	278,947	1,564,048
Other	614,434	622,954	86,467	288,978	38,000	
Total Revenues	<u>10,116,975</u>	<u>11,775,917</u>	<u>15,260,111</u>	<u>18,947,199</u>	<u>12,760,693</u>	<u>45,191,323</u>
EXPENDITURES						
Planning and Administration	11,219,835	13,155,044	16,981,392	20,022,388	15,656,716	47,836,749
SACOG Managed Fund	-			390,310	417,451	2,394,623
Planning Grants	1,343,608	1,188,305				
Capital Outlay	77,311	48,806	42,278	16,816	42,000	70,000
Total Expenditures	<u>12,640,754</u>	<u>14,392,155</u>	<u>17,023,670</u>	<u>20,429,514</u>	<u>16,116,167</u>	<u>50,301,372</u>
Deficiency of Revenues under Expenditures	<u>(2,523,779)</u>	<u>(2,616,238)</u>	<u>(1,763,559)</u>	<u>(1,482,315)</u>	<u>(3,355,474)</u>	<u>(5,110,049)</u>
OTHER FINANCING SOURCES						
Transfers in	2,468,402	2,301,584	2,033,399	2,124,575	2,547,066	2,388,189
Transfers out	(28,748)					
Change in Fund Balance	<u>(84,125)</u>	<u>(314,654)</u>	<u>269,840</u>	<u>642,260</u>	<u>(808,408)</u>	<u>(2,721,860)</u>
Fund Balance - Beginning	<u>3,602,334</u>	<u>3,518,209</u>	<u>3,203,555</u>	<u>14,603,324</u>	<u>15,245,584</u>	<u>14,437,176</u>
Fund Balance - Ending	<u>\$ 3,518,209</u>	<u>\$ 3,203,555</u>	<u>\$ 3,473,395</u>	<u>\$ 15,245,584</u>	<u>\$ 14,437,176</u>	<u>\$ 11,715,316</u>

For FY 2011-12, the estimated change in fund balance of \$808,408 is from:
\$517,451 from the SACOG Managed Fund portion of the Unassigned Fund balance, and the remaining from the SACOG portion of the Unassigned Fund balance.

For FY 2012-13, the change in fund balance of \$2,721,860 is from:
\$22,716 from Paratransit, Inc., Four-Party Agreement Funds from the Assigned Project Specific Balance, \$204,521 from Unassigned Fund Balance, \$70,000 from Unassigned Fund Balance, and \$2,394,623 from the SACOG Managed Fund.

***2011 Beginning Fund Balance** was restated as the SACOG Managed Fund was transferred into the Planning and Administration, in accordance with the new GASB 54 Reporting requirements.

Summary of Changes in Fund Balance Compared to Budget

Combined Planning and Administration Fund and Board & Advocacy

	Fiscal Year 2007-08	Fiscal Year 2008-09	Fiscal Year 2009-10	Fiscal Year 2010-11	Projected Budget for Fiscal Year 11-12	Projected Budget for Fiscal Year 12-13
Final Projected Budget Change in Fund Balance including the Use of Reserves - except for Undesignated Funds	\$ (944,818)	\$(1,195,380)	\$ (674,737)	\$ (581,162)	\$ (808,408)	\$ (274,521)
Actual Change in Fund Balance	(84,125)	(314,654)	269,840	642,260	Unknown at this point	
Difference	<u>(860,693)</u>	<u>(880,726)</u>	<u>(944,577)</u>	<u>(1,223,422)</u>		
Break-out of Actual Change in Fund Balance						
Planning and Administration Fund	(123,078)	(357,854)	330,323	684,294		
Board and Advocacy Fund	38,953	43,200	(60,483)	(42,034)		
	<u>\$ (84,125)</u>	<u>\$ (314,654)</u>	<u>\$ 269,840</u>	<u>\$ 642,260</u>		

FY 2008, 2009, 2010, 2011 project budget Change in Fund Balance number (deficits)

Due to the budget OWP format requirements of our Federal/State Funding partners, the final Projected Change in Fund Balance can be substantially different from the actual results as noted in in past years, where the variance is (\$860,693), (\$880,726), (\$944,577),and (\$1,223,422). This is because SACOG includes entire amounts of grant funding (beyond the needs for the year), which then requires a higher amount of matching funds (TDA) for the budget to balance. This causes a large difference between budget and actual.

SACOG's operations are mostly reimbursement based due to its funding structure. Expenditures drive the offsetting revenues, which in most cases results in a net zero effect. However, every year SACOG does receive a significant stream of revenue that is not reimbursement based. These are the TDA funds for planning and administration which are used as match for our federal grants and can be used to overmatch project costs, if deemed necessary.

A deficit can occur when SACOG spends more than this annual stream of money, and dips into its reserves to cover operating costs. Reasons for this could include: 1) a project uses more TDA funds than another; or 2) less TDA funds are received during the year because of a decrease in sales taxes, in which case, SACOG may decide to still expend the funds and use reserves to cover the costs, 3) or used committed funds to cover expenditures.

For FY 2012-13, SACOG is using Committed (\$2,394,623) and Assigned funds (\$22,716) to pay for certain project expenditures. SACOG is using \$274,521 of Undesignated Fund Balance to balance the budget.

Sacramento Area Council of Governments
Fiscal Years 2008-2013

Board of Directors & Advocacy

Revenue and Expenditure Summary and Changes in Fund Balance for Six Years

	Actual 2007-08	Actual 2008-09	Actual 2009-10	Actual 2010-11	Projected Actual 2011-12	Budget 2012-13
REVENUE						
Membership Dues	\$ 315,086	\$ 349,485	\$ 284,270	\$ 284,270	\$ 284,270	\$ 284,270
Other local Funds (interest on general acct)	106,044	64,000	12,696	11,227	10,000	10,000
Other	6,500	3,478	7,050	-		
Use of Reserve Funds to Balance Budget			60,483	42,034	18,882	30,000
Total Revenues	\$ 427,630	\$ 416,963	\$ 364,499	\$ 337,531	\$ 313,152	\$ 324,270
EXPENDITURES						
Meetings/Trainings/Travel Expenses	\$ 45,598	\$ 38,944	\$ 65,657	\$ 38,742	\$ 79,000	\$ 69,111
Board Reimbursements	46,010	56,826	57,462	57,152	65,000	65,000
Board Parking Passes	2,000	450	185		1,000	1,000
Consultants	187,045	188,932	173,878	163,922	70,000	70,000
Memberships	38,683	28,773	11,622	23,797	36,306	42,000
Staff time & remaining costs	69,341	59,838	55,695	53,918	61,846	77,159
Total Expenditures	\$ 388,677	\$ 373,763	\$ 364,499	\$ 337,531	\$ 313,152	\$ 324,270
Difference of revenues over expenditures	\$ 38,953	\$ 43,200	\$ -	\$ -	\$ -	\$ -
OTHER FINANCING SOURCES						
Use of Reserve Funds to balance Budget	\$ -	\$ -	\$ (60,483)	\$ (42,034)	\$ (18,882)	\$ (30,000)
Changes in Fund Balance	38,953	43,200	(60,483)	(42,034)	(18,882)	(30,000)
Beginning Fund Balance	129,903	168,856	212,056	151,573	109,539	90,657
Fund Balance — Ending	\$ 168,856	\$ 212,056	\$ 151,573	\$ 109,539	\$ 90,657	\$ 60,657

Sacramento Area Council of Governments
Fiscal Year 2012-13

Financing Corporation

	Actual 2005-06	Actual 2006-07	Actual 2007-08	Actual 2008-09
REVENUE				
Interest	\$ 139,201	\$ 171,168	\$ 156,178	\$ 90,203
Total Revenues	\$ 139,201	\$ 171,168	\$ 156,178	\$ 90,203
EXPENDITURES				
Expenditures				
Total Expenditures	\$ -	\$ -	\$ -	\$ -
Difference of revenues over expenditures	\$ 139,201	\$ 171,168	\$ 156,178	\$ 90,203
OTHER FINANCING SOURCES				
Changes in Fund Balance	\$ 139,201	\$ 171,168	\$ 156,178	\$ 90,203
Beginning Fund Balance	3,233,190	3,372,391	3,543,559	3,699,737
Fund Balance — Ending	\$ 3,372,391	\$ 3,543,559	\$ 3,699,737	\$ 3,789,940

	Actual 2009-10	Actual 2010-11	Projected 2011-12	Projected 2012-13
REVENUE				
Interest	\$ 37,907	\$ 19,679	\$ 20,000	\$ 20,000
Total Revenues	\$ 37,907	\$ 19,679	\$ 20,000	\$ 20,000
EXPENDITURES				
Expenditures	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -
Difference of revenues over expenditures	\$ 37,907	\$ 19,679	\$ 20,000	\$ 20,000
OTHER FINANCING SOURCES				
Changes in Fund Balance	\$ 37,907	\$ 19,679	\$ 20,000	\$ 20,000
Beginning Fund Balance	3,789,940	3,827,847	3,847,526	3,867,526
Fund Balance — Ending	\$ 3,827,847	\$ 3,847,526	\$ 3,867,526	\$ 3,887,526

The SACOG Financing Corporation was created to purchase an ownership interest in the Meridian Plaza complex in conjunction with a local developer. During 2004-05, the Meridian Plaza complex was sold, resulting in a net gain to the Financing Corporation of \$1.2 million for the initial investment of \$2 million. During 2006-07, the Board of Directors designated the resources in this fund for the funding of the retiree health benefits. In 2009 the funds in SACOG's post-retirement medical trust were transferred to the CalPERS Employer Retiree Benefit Trust (CERBT). However, the funds in the Financing Corporation were not transferred into the CERBT, the Board had no immediate plans for the use of these funds. The funds have been invested in the Sacramento County investment pool and have accumulated interest earnings, to reflect a balance of \$3.9 million at June 30, 2011.

The SACOG Financing Corporation does not have an annual budget. In May 2011, the SACOG Board of Directors approved the use of \$1,042,000 of these funds, if necessary, to cover FY 2011-12 operations, if certain grant funding did not come in as anticipated. However, SACOG did not need to use the funds for its FY 2011-12 operations. For FY 2012-13 staff is now projecting to use no reserves.



Southern Pacific Railroad Station in Davis

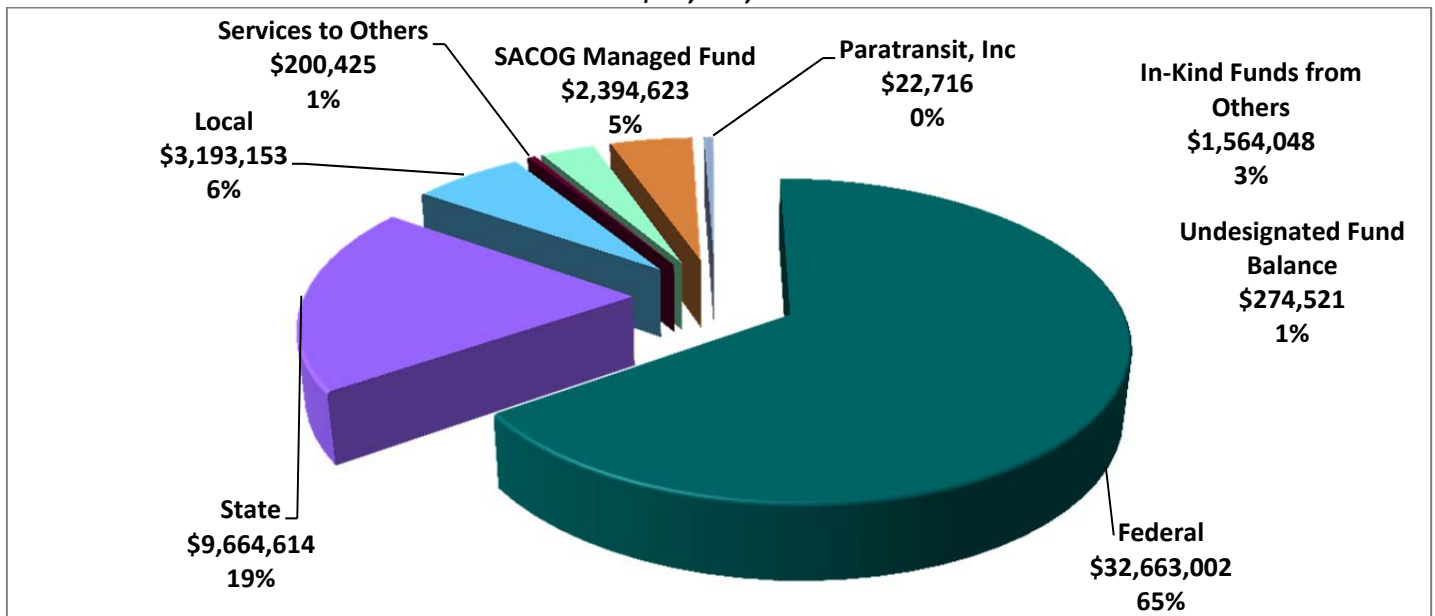
OVERALL WORK PROGRAM

Section Contents:

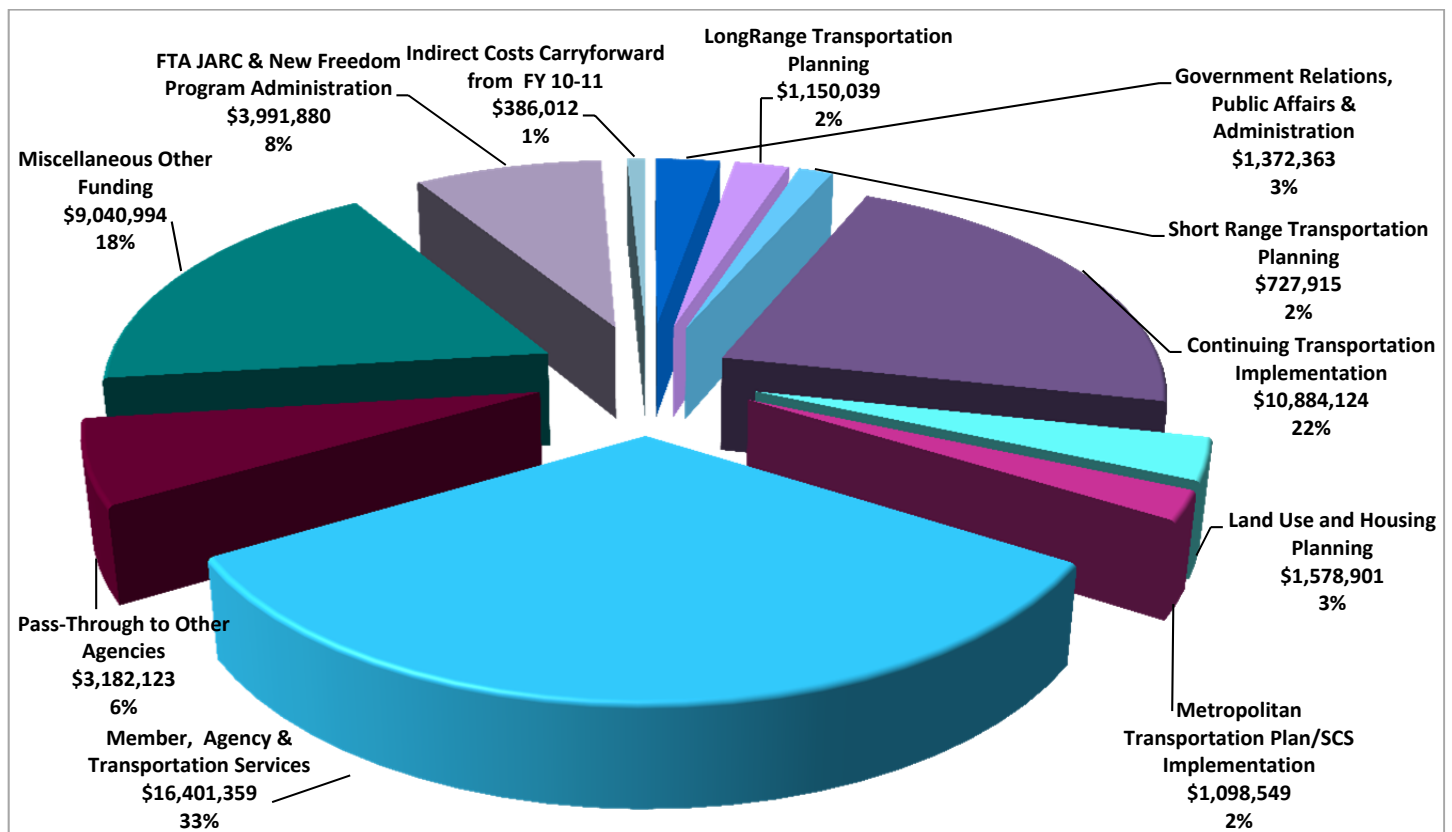
- Overall Work Program Revenue and Expenditure Graphs
- Overall Work Program Revenues
- Overall Work Program Expenditures
- Overall Work Program Units and Goals

Overall Work Program Revenue and Expenditure Graphs

OWP Revenues
\$49,977,102



OWP Expenditures by Work Element
\$49,521,090



Sacramento Area Council of Governments
Fiscal Year 2012-13

Overall Work Program Revenues

ACCT #	ELEMENT	TOTAL BUDGET - Expenditures	Difference	TOTAL BUDGET REVENUE	FHWA PL	FTA 5303	FTA 5304	FTA 5316/17	FHWA State Planning & Research (SPR Special Studies)	FHWA State Planning & Research (SPR Partnership Planning)	CMAQ	RSTP
			if () than expenses exceed revenues									
13-001	Government Relations, Public Affairs, & Administration	1,372,363	0.00	0	1,372,363	856,575	340,673	0	0	0	0	0
01	Interagency Relations	290,258	0.00		290,258	196,176	60,790					
02	Program Management	471,446	0.00		471,446	322,321	95,051					
03	Multi-Agency Planning & Coordination	213,210	0.00		213,210	131,237	57,518					
04	Legislative Analysis	153,913	0.00		153,913	78,944	57,314					
05	Education, Outreach, & Marketing	243,536	0.00		243,536	127,897	70,000					
13-002	Long Range Transportation Planning	1,150,039	0.00	0	1,150,039	698,928	90,258	0	0	160,000	0	0
01	Model Development	535,696	0.00		535,696	416,546	40,000					
02	Bicycle/Pedestrian Planning	26,043	0.00		26,043	23,064						
03	Regional Forecasting	229,539	0.00		229,539	163,212	40,000					
04	Major Investment Studies	81,078	0.00		81,078	61,520	10,258					
05	Human Services Transportation Coordination and Paratransit Monitoring	33,780	0.00		33,780	29,906						
06	Goods Movement / Freight Planning	5,298	0.00		5,298	4,690						
07	Regional Household Travel Survey	11,916	0.00		11,916							
09	Statewide Development of Transportation/Land Use Tools	200,000	0.00		200,000				160,000			
10	Model Development-Fine Grained Networks	26,689	0.00		26,689							
13-003	Short Range Transportation Planning & Studies	727,915	0.00	0	727,915	5,255	32,843	310,099	0	0	0	9,059
01	CalTraction	4,227	0.00		4,227							
02	Complete Streets	8,195	0.00		8,195	5,255	2,000					
03	Sacramento Regional Transit District Planning	34,838	0.00		34,838		30,843					
05		0	0.00		0							
06	Safe Routes to School	123,170	0.00		123,170							
07	South County Transit LINK Management Transition Plan	39,939	0.00		39,939			35,357				
11	After Nine Transit Study and Implementation	3,124	0.00		3,124							
14	Online Bike Trip Planner	11,324	0.00		11,324						9,059	
15	Paratransit, Inc. SRTP	92,716	0.00		92,716							
16	YCTD Short Range Transit Plan	96,013	0.00		96,013			85,000				
17	Elk Grove Transit Short Range Transit Plan	96,100	0.00		96,100			85,000				
18	Unitrans Short Range Transit Plan	96,013	0.00		96,013			85,000				
19	SACOG Transit Intern	25,400	0.00		25,400			19,742				
20	Caltrans JPA Implementation	19,221	0.00		19,221							
21	5307 & 5309 Grant Administration	51,523	0.00		51,523							
22	Prop 1B PTMISEA Grant Administration	26,112	0.00		26,112							
13-004	Continuing Transportation Implementation	10,884,124	0.00	0	10,884,124	215,328	130,883	0	0	0	3,500,000	180,000
01	Regional Air Quality Planning	171,616	0.00		171,616	104,277	47,655					
02	Federal and State Programming	445,720	0.00		445,720	42,399						180,000
03	Regional Transportation Monitoring	111,406	0.00		111,406	7,598	2,500					
04	Rural Transportation Planning Coordination	5,021	0.00		5,021	4,446						
05	Passenger Rail Improvements	69,885	0.00		69,885	11,141	50,728					
06	Connect Card Implementation	9,898,262	0.00		9,898,262						3,500,000	
07	Transit Technical Assistance and Programming	136,729	0.00		136,729	45,467	30,000					
08	JARC/New Freedom Administration	45,485	0.00		45,485							
13-005	Land Use and Housing Planning	1,578,901	-1.00	1	1,578,902	637,812	73,000	0	0	0	0	0
01	Sacramento Region Blueprint Implementation	165,666	0.00		165,666	146,664						
02	Regional Land Use Monitoring	482,813	0.00		482,813	312,877	29,000					
03	Regional Housing Needs Planning	21,771	0.00		21,771	4,273	15,000					
04	Community Design Program	45,952	0.00		45,952							
05	Rural-Urban Connections Strategy	239,299	0.00		239,299	173,998	29,000					
06	Airport Land Use Commission - General	23,347	0.00		23,347							
08	ALUC - Sacramento County - SMF	144,053	0.00		144,053							
09	Rural-Urban Connections Strategy/Sustainable Communities Strategy Implementation	336,651	0.00		336,651							
10	Specialty Crop Block Grant Program	114,301	-1.00		114,302						1	
11	ALUC - Sacramento County - MCC	5,048	0.00		5,048							
13-006	Metropolitan Transportation Plan/SCS Implementation	1,098,549	0.00	0	1,098,549	102,422	24,262	0	0	0	0	0
04	MTP/SCS Implementation	486,608	0.00		486,608	102,422	24,262					
05	Sustainable Communities Regional Planning Grant Program	611,941	0.00		611,941							

**Sacramento Area Council of Governments
Fiscal Year 2012-13**

Overall Work Program Revenues

HUD Revenue for SCI Grant	Planning/ Programming/ Monitoring	Prop 84 Funding	Funding from the SACOG Managed Fund	In-Kind or Matching funds from Others	Current Year Use of the Six-County TDA Local Funds			Use of Prior Year Funds	Use of Prior Year 4-Party Funds	PTMISEA Matching Funds	Other Funding			ACCT #
					Required Minimum Match for FHWA PL 5303, 5304 and	Required Minimum Match - All Other Grants	Over Match Applied to Projects				Amount	Description	Grant Expiration Dates	
0	0	0	0	0	155,115	0	20,000	0	0	0	0			13-001
					33,292									01
					54,074									02
					24,455									03
					17,655									04
					25,639	0	20,000							05
0	0	0	0	0	102,248	0	11,916	0	0	0	86,689			13-002
					59,150						20,000	HOV Fines		01
					2,989	0								02
					26,327									03
					9,300									04
					3,874									05
					608									06
					0		11,916							07
											40,000	State PTA Account	This portion will go into FY 12/13.	09
											26,689	Strategic Highway Research Program		10
0	0	0	0	24,361	7,493	2,889	67,530	0	22,716	0	245,670			13-003
					0		4,227							01
					940									02
					3,995									03
														05
											123,170	Safe Routes to School Grant		06
				2,291			2,291					City of Galt is providing the matching funds on the \$72,000 portion of costs for the consultant, and SACOG is providing matching funds on its \$8,000 portion.	Extended to 6/30/12, 12/31/12, 6/30/2013	07
						624					2,500	Using JARC funds as primary and 20% local match		11
						2,265						Estimate of remaining CMAQ Funding from caryover Ped/Bike Grant		14
									22,716		70,000	Paratransit is contributing \$70,000 +22,716 from Paratransit, Inc. 4-Party funds		15
				5,507			5,506					Matching funds to be used in FY 12/13. YTCI and SACOG		16
				5,550			5,550					Matching funds to be used in FY 12/13. City of Elk Grove & SACOG		17
				11,013								Matching funds (City of Davis) to be used in FY 12/13.		18
					2,558		3,100					Matching funds to be used in FY 12/13.		19
							19,221							20
							1,523				50,000	Funding from 5307 monies		21
							26,112					Uses local funds, PTMISEA does not pay for Administration costs.		22
0	345,991	0	0	0	44,854	23,321	0	0	0	5,961,262	582,485			13-004
					19,684									01
	194,507				5,493	23,321								02
	100,000				1,308									03
					575									04
					8,016									05
					0					5,961,262	537,000	The \$537,000 represents FY 2010/11 STIP/PTA Funds		06
	51,484				9,778									07
											45,485	JARC/New Freedom Admin Fee		08
0	0	233,380	0	0	92,095	0	356,575	0	0	0	186,039			13-005
					19,002									01
					44,294		96,642							02
					2,498									03
					0		45,952							04
					26,301		10,000							05
					0		23,347							06
					0		44,053				100,000	Sacramento County		08
		233,380					103,271					Proposition 84 Funding. No match is required. Grant won't pay for indirect costs - those will be funded with local funds.		09
							33,310				80,991	CFDA (California Food and Agriculture). Grant only pays for 5% of indirect costs.		10
					0						5,048	Sacramento County		11
100,000	180,009	0	0	0	16,413	278,941	241,541	154,961	0	0	0			13-006
	180,009				16,413	0	8,541	154,961						04
100,000						278,941	233,000					SACOG funds in FY 12/13 to pay for non-HUD allowed consultant costs.		05

Sacramento Area Council of Governments
Fiscal Year 2012-13

Overall Work Program Revenues

(Continued)

ACCT #	ELEMENT	TOTAL BUDGET - Expenditures	Difference		TOTAL BUDGET REVENUE	FHWA PL	FTA 5303	FTA 5304	FTA 5316/17	FHWA State Planning & Research (SPR Special Studies)	FHWA State Planning & Research (SPR Partnership Planning)	CMAQ	RSTP
			if () than expenses exceed revenues										
13-007	Member, Agency & Transportation Services	16,401,359	0.00	0	16,401,359	425,050	80,392	0	0	0	0	10,930,782	1,462,811
01	Project Delivery	603,921	0.00		603,921	34,457							265,000
02	Regional Information Center	299,241	0.00		299,241	63,632	80,392						
03	Transportation Development Act Administration	639,209	0.00		639,209								
06	511/ STARNET Capital Improvements	1,353,000	0.00		1,353,000								1,197,811
07	Transportation Demand Management	1,355,473	0.00		1,355,473							1,200,000	
08	511/STARNET Operations	201,917	0.00		201,917								
09	511 Automated Transit Trip Planning	26,037	0.00		26,037							10,000	
10	SECAT Program	10,982,712	0.00		10,982,712							9,720,782	
12	Sacramento County Transit Technical Assistance	0	0.00		0								
13	Sustainability and Climate Action Planning Assistance	93,393	0.00		93,393	54,230							
14	Integrated Basemap Program	387,626	0.00		387,626	272,731							
17	I-PLACE ³ S Training for Maricopa Association of Governments	2,534	0.00		2,534								
18	Capitol Area Plug-In Electric Vehicle Planning	163,145	0.00		163,145								
19	California Plug-In Electric Vehicle Collaborative	2,500	0.00		2,500								
20	Sacramento County Plug-In Electric Vehicle Planning	290,651	0.00		290,651								
13-008	Pass-Through to Other Agencies	3,182,123	0.00	0	3,182,123	0	0	114,855	0	0	270,000	0	0
08	Regional Transit Comprehensive Operational Analysis	150,000	0.00		150,000			114,855					
09	American River Crossings Alternatives Study Project	337,500	0.00		337,500						270,000		
10	Unitrans ITS Project	300,000	0.00		300,000								
11	SACOG Managed Fund Projects	2,394,623	0.00		2,394,623								
13-009	Miscellaneous Other Funding	9,040,994	0.00	0	9,040,994	0	0	0	0	0	0	0	0
01	Unitrans CNG Fueling Facility Study - memo entry	20,018	0.00		20,018								
03	Unitrans Parking Lot Study for Downtown Davis - memo entry	200,018	0.00		200,018								
04	SRTD Downtown-Natomas-Airport Rail Project - memo entry only	3,696,113	0.00		3,696,113								
05	Downtown Riverfront Transit Alternatives Project	1,355,500	0.00		1,355,500								
06	Green Line Planning	3,769,345	0.00		3,769,345								
13-012	FTA Job Access Reverse Commute and New Freedom Program Administration	3,991,880	0.00	0	3,991,880	0	0	0	3,991,880	0		0	0
01	SRTD JARC Operating Assistance	539,489	0.00		539,489				539,489				
02	Roseville Transit JARC Operating Assistance	146,714	0.00		146,714				146,714				
03	JARC Operating Assistance	400,000	0.00		400,000				400,000				
05	County of Sacramento Department of Health JARC operating Assistance	1,032,703	0.00		1,032,703				1,032,703				
06	Yolo County Transportation District JARC Operating Assistance	130,000	0.00		130,000				130,000				
07	City of Roseville South Placer County New Freedom One-Stop Call Center	238,000	0.00		238,000				238,000				
08	Paratransit, Inc. New Freedom Mobility Management	493,347	0.00		493,347				493,347				
09	SRTD New Freedom Capital Improvements	603,552	0.00		603,552				603,552				
10	Western Placer CTSA New Freedom Operating Assistance	162,206	0.00		162,206				162,206				
11	County of Sacramento Department of Health New Freedom Assistance	105,869	0.00		105,869				105,869				
12	Yolo County Transportation District New Freedom Operating Assistance	140,000	0.00		140,000				140,000				
13-015	Services to Other Agencies	92,843	0.00	0	92,843	0	0	0		0	0	0	0
01	Capitol Valley SAFE	92,116	0.00		92,116								
02	Glenn County SAFE	727	0.00		727								
	TOTAL REVENUE for OWP Purposes	49,521,090	-1.00		49,521,091	2,941,370	772,311	424,954	3,991,880	160,000	270,000	14,439,842	1,642,811
Add: Carry forward costs from FY 2010/11 included in the indirect cost		386,012	386,012		386,012								
TOTAL EXPENDITURES for SACOG Budgeting Reporting Purposes		49,907,102	386011.00		49,907,103	2,941,370	772,311	424,954	3,991,880	160,000	270,000	14,439,842	1,642,811

Sacramento Area Council of Governments
Fiscal Year 2012-13

Overall Work Program Revenues

(Continued)

HUD Revenue for SCI Grant	Planning/ Programming/ Monitoring	Prop 84 Funding	Funding from the SACOG Managed Fund	In-Kind or Matching funds from Others	Current Year Use of the Six-County TDA Local Funds			Use of Prior Year Funds	Use of Prior Year 4-Party Funds	PTMISEA Matching Funds	Other Funding			ACCT #
					Required Minimum Match for FHWA PL, 5303, 5304 and	Required Minimum Match - All Other Grants	Over Match Applied to Projects				Amount	Description	Grant Expiration Dates	
0	300,000	0	0	1,448,532	704,694	1,296	214,935	49,560	0	0	783,307			13-007
	300,000				4,464							Matching funds for RSTP are expected to come from toll credits for the \$265,000 of RSTP		01
					18,660		136,557							02
					639,209									03
					0						155,189	CV SAFE reimburses SACOG for the Match		06
				155,473	0						201,917	CV SAFE		07
				1,000	0	1,296	13,741					Estimate only - in-kind match from RT for the Pass-through costs		08
				1,259,430	0		2,500							09
					0									10
					7,026		32,137							12
					35,335		30,000	49,560						13
											2,534	Maricopa Association of Governments		14
				32,629							130,516	CEC - SMUD. 20% match from W.		17
											2,500	DOE - SMUD		18
											290,651	DOE - SMUD		19
0	0	0	0	91,155	0	11,490	0	0	0	0	2,694,623			20
				23,655		11,490						In-kind and cash match based on \$150,000 left	COA is 6/30/13	13-008
				67,500								Matching funds provided by City of Sacramento	FY 2013	08
											300,000	STIP Public Transportation Account		09
											2,394,623	Use of SACOG Managed Fund Committed to Projects		10
0	0	0	0	0	0	0	0	0	0	0	9,040,994			11
											20,018	FTA/Unitrans - memo entry only		13-009
											200,018	FTA/Unitrans - memo entry only		01
											3,696,113	FTA/Sac Regional Transit District - memo entry only		03
											1,355,500	FTA Flex funds of \$1,200,000 and local funds (LTF and City and County Funds)		04
											3,769,345	FTA Flex funds and local funds		05
0	0	0	0	0	0	0	0	0	0	0	0			06
												This represents the FTA portion only		13-012
												This represents the FTA portion only		01
												This represents the FTA portion only		02
												This represents the FTA portion only		03
												This represents the FTA portion only		05
												This represents the FTA portion only		06
												This represents the FTA portion only		07
												This represents the FTA portion only		08
												This represents the FTA portion only		09
												This represents the FTA portion only		10
												This represents the FTA portion only		11
												This represents the FTA portion only		12
0	0	0	0	0	0	0	0	0	0	0	92,843			13-015
											92,116	CVRS		01
											727	CVRS		02
100,000	826,000	233,380	0	1,564,048	1,122,912	317,937	912,497	204,521	22,716	5,861,262	13,712,650			
386,012														
100,000	826,000	233,380	0	1,564,048	1,122,912	317,937	1,298,509	204,521	22,716	5,861,262	13,712,650			

Sacramento Area Council of Governments
Fiscal Year 2012-13

Overall Work Program Expenditures

ACCT #	ELEMENT	TOTAL BUDGET	Salaries & Benefits	Indirect Services	Consultants/Membe rship/Legal for Specific Grant Projects	Consultants/Memb ership/Legal for Non Grant projects
			44.25%			
13-001	Government Relations, Public Affairs, & Administration	\$ 1,372,363	\$ 925,589	\$ 409,574	\$ -	\$ 5,000
01	Interagency Relations	290,258	198,099	87,659		
02	Program Management	471,446	324,919	143,777		
03	Multi-Agency Planning & Coordination	213,210	145,414	64,346		
04	Legislative Analysis	153,913	106,699	47,214		
05	Education, Outreach, & Marketing	243,536	150,458	66,578		5,000
13-002	Long Range Transportation Planning	1,150,039	615,145	272,200	172,313	89,531
01	Model Development	535,696	308,953	136,712		89,531
02	Bicycle/Pedestrian Planning	26,043	17,881	7,912		
03	Regional Forecasting	229,539	159,126	70,413		
04	Major Investment Studies	81,078	56,137	24,841		
05	Human Services Transportation Coordination and Paratransit Monitoring	33,780	23,418	10,362		
06	Goods Movement / Freight Planning	5,298	3,673	1,625		
07	Regional Household Travel Survey	11,916	8,261	3,655		
09	Statewide Development of Transportation/Land Use Tools	200,000	19,194	8,493	172,313	
10	Model Development-Fine Grained Networks	26,689	18,502	8,187		
13-003	Short Range Transportation Planning & Studies	727,915	390,779	172,919	119,657	25,840
01	CalTraction	4,227	2,861	1,266		
02	Complete Streets	8,195	5,196	2,299		
03	Sacramento Regional Transit District Planning	34,838	24,151	10,687		
06	Safe Routes to School	123,170	30,737	13,601	78,832	
07	South County Transit LINK Management Transition Plan	39,939	2,852	1,262	35,825	
11	After Nine Transit Study and Implementation	3,124				3,124
14	Online Bike Trip Planner	11,324	4,384	1,940	5,000	
15	Paratransit, Inc. SRTP	92,716	48,176	21,318		22,716
16	YCTD Short Range Transit Plan	96,013	62,583	27,693		
17	Elk Grove Transit Short Range Transit Plan	96,100	62,583	27,692		
18	Unitrans Short Range Transit Plan	96,013	62,503	27,658		
19	SACOG Transit Intern	25,400	17,608	7,792		
20	Calvans JPA Implementation	19,221	13,325	5,896		
21	5307 & 5309 Grant Administration	51,523	35,718	15,805		
22	Prop 1B PTMSEA Grant Administration	26,112	18,102	8,010		
13-004	Continuing Transportation Implementation	10,884,124	940,467	416,156	192,000	1,000
01	Regional Air Quality Planning	171,616	118,451	52,415		
02	Federal and State Programming	445,720	307,605	136,115		
03	Regional Transportation Monitoring	111,406	77,231	34,175		
04	Rural Transportation Planning Coordination	5,021	3,481	1,540		
05	Passenger Rail Improvements	69,885	48,378	21,407		
06	Connect Card Implementation	9,898,262	259,696	114,915	192,000	
07	Transit Technical Assistance and Programming	136,729	94,786	41,943		
08	JARC/New Freedom Administration	45,485	30,839	13,646		1,000
13-005	Land Use and Housing Planning	1,578,901	993,266	439,522	100,000	600
01	Sacramento Region Blueprint Implementation	165,666	114,673	50,743		
02	Regional Land Use Monitoring	482,813	314,350	139,100		
03	Regional Housing Needs Planning	21,771	14,399	6,372		600
04	Community Design Program	45,952	31,856	14,096		
05	Rural-Urban Connections Strategy	239,299	155,493	68,806		
06	Airport Land Use Commission - General	23,347	16,185	7,162		
08	ALUC - Sacramento County - SMF	144,053	30,539	13,514	100,000	
09	Rural-Urban Connections Strategy/Sustainable Communities Strategy Implementation	336,651	233,380	103,271		
10	Specialty Block Grant Program	114,301	79,238	35,063		
11	ALUC - Sacramento County - MCC	5,048	3,153	1,395		
13-006	Metropolitan Transportation Plan/SCS Implementation	1,098,549	356,760	157,866	100,000	478,923
04	MTP/SCS Implementation	486,608	166,853	73,832		245,923
05	Sustainable Communities Regional Planning Grant Program	611,941	189,907	84,034	100,000	233,000

Sacramento Area Council of Governments
Fiscal Year 2012-13

Overall Work Program Expenditures

Revenue unallocated at this time related to expiring grant money	Printing	Meetings/ Other/in- kind	Pass- Through	Supplies/ Data/ Telecommunication	Equipment/ Software	Marketing/ Advertising	Costs for next fiscal year	ACCT #
\$ 23,000	\$ 7,500	\$ -	\$ 1,700	\$ -	\$ -	\$ -	\$ -	13-001
2,000	2,000			500				01
750	2,000							02
250				1,200				03
								04
20,000	1,500							05
0	850	0	0	0	0	0	0	13-002
	500							01
	250							02
	100							03
								04
								05
								06
								07
								09
								10
17,414	100	1,206	0	0	0	0	0	13-003
		100						01
	100	600						02
								03
								06
								07
								11
								14
		506						15
5,737								16
5,825								17
5,852								18
								19
								20
								21
								22
1,750	8,600	0	0	0	5,015,000	0	4,309,151	13-004
750								01
1,000	1,000							02
								03
								04
	100							05
	7,500				5,015,000		4,309,151	06
								07
								08
16,050	100	0	29,363	0	0	0	0	13-005
150	100							01
			29,363					02
400								03
								04
15,000								05
								06
								08
								09
								10
500								11
5,000	0	0	0	0	0	0	0	13-006
								04
5,000								05

Sacramento Area Council of Governments
Fiscal Year 2012-13

Overall Work Program Expenditures

(Continued)

ACCT #	ELEMENT	TOTAL BUDGET	Salaries & Benefits	Indirect Services	Consultants/Membe rship/Legal for Specific Grant Projects	Consultants/Membe rship/Legal for Non Grant projects
			44.25%			
13-007	Member, Agency, & Transportation Services	16,401,359	1,500,890	664,143	1,472,189	820,134
01	Project Delivery	603,921	192,152	85,027		326,492
02	Regional Information Center	299,241	205,020	90,721		
03	Transportation Development Act Administration	639,209	98,487	43,580		491,142
06	511/ STARNET Capital Improvements	1,353,000	50,822	22,489	1,276,689	
07	Transportation Demand Management (formerly called Rideshare)	1,355,473	225,603	99,829	178,000	
08	511/STARNET Operations	201,917	71,346	31,571		
09	511 Automated Transit Trip Planning	26,037	18,050	7,987		
10	SECAT Program	10,982,712				2,500
12	Sacramento County Transit Technical Assistance	0				
13	Sustainability and Climate Action Planning Assistance	93,393	64,744	28,649		
14	Integrated Basemap Program	387,626	268,718	118,908		
17	I-PLACE ³ S Training for Maricopa Association of Governments	2,534	1,757	777		
18	Capitol Area Plug-In Electric Vehicle Planning	163,145	102,700	45,445	15,000	
19	California Plug-In Electric Vehicle Collaborative	2,500			2,500	
20	Sacramento County Plug-In Electric Vehicle Planning	290,651	201,491	89,160	0	
13-008	Pass-Through to Other Agencies	3,182,123	11,407	5,048	0	0
08	Regional Transit Comprehensive Operational Analysis	150,000				
09	American River Crossings Alternatives Study Project	337,500	8,555	3,786		
10	Unitrans ITS Project	300,000	2,852	1,262		
11	SACOG Managed Fund Projects	2,394,623				
13-009	Miscellaneous Other Funding	9,040,994	0	0	0	0
01	Unitrans CNG Fueling Facility Study - memo entry only	20,018				
03	Unitrans Parking Lot Study for Downtown Davis - memo entry only	200,018				
04	SRTD Downtown-Natomas-Airport Rail Project - memo entry only	3,696,113				
05	Downtown Riverfront Transit Alternatives Project	1,355,500				
06	Green Line Planning	3,769,345				
13-012	FTA Job Access Reverse Commute and New Freedom Program Administration	3,991,880	0	0	0	0
01	SRTD JARC Operating Assistance	539,489				
02	Roseville Transit JARC Operating Assistance	146,714				
03	JARC Operating Assistance	400,000				
05	County of Sacramento Department of Health JARC operating Assistance	1,032,703				
06	Yolo County Transportation District JARC Operating Assistance	130,000				
07	City of Roseville South Placer County New Freedom One-Stop Call Center	238,000				
08	Paratransit, Inc. New Freedom Mobility Management	493,347				
09	SRTD New Freedom Capital Improvements	603,552				
10	Western Placer CTSA New Freedom Operating Assistance	162,206				
11	County of Sacramento Department of Health New Freedom Assistance	105,869				
12	Yolo County Transportation District New Freedom Operating Assistance	140,000				
13-015	Services to Other Agencies	92,843	52,852	23,391	1,000	0
01	Capitol Valley SAFE	92,116	52,348	23,168	1,000	
02	Glenn County SAFE	727	504	223		
	TOTAL EXPENDITURES for OWP Reporting Purposes	49,521,090	5,787,155	2,560,819	2,157,159	1,421,028
Add: Carry forward Costs from FY 2010/11 included in the indirect costs		386,012		386,012		
TOTAL EXPENDITURES for SACOG budgeting reporting purposes		\$ 49,907,102	\$ 5,787,155	\$ 2,946,831	\$ 2,157,159	\$ 1,421,028

* Represents revenue on the project that has not yet be allocated to consultant or staff time as of the preparation of the amendment. It could be used for consultant or staff, and could go unused.

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Sacramento Area Council of Governments
Fiscal Year 2012-13

Overall Work Program Expenditures

(Continued)

Revenue unallocated at this time related to expiring grant money	Printing	Meetings/ Other/in- kind	Pass- Through	Supplies/ Data/ Telecommunication	Equipment/ Software	Marketing/ Advertising	Costs for next fiscal year	ACCT #
	145,000	13,500	11,570,212	97,318	0	117,973	0	13-007
		250						01
		1,500		2,000				02
	5,000	250		750				03
		3,000						06
	140,000	2,000	590,000	74,568		45,473		07
		6,500		20,000		72,500		08
			10,980,212					09
								10
								12
								13
								14
								17
								18
								19
								20
	0	0	3,165,668	0	0	0	0	13-008
			150,000					08
			325,159					09
			295,886					10
			2,394,623					11
	0	0	9,040,994	0	0	0	0	13-009
			20,018					01
			200,018					03
			3,696,113					04
			1,355,500					05
			3,769,345					06
	0	0	3,991,880	0	0	0	0	13-012
			539,489					01
			146,714					02
			400,000					03
			1,032,703					05
			130,000					06
			238,000					07
			493,347					08
			603,552					09
			162,206					10
			105,869					11
			140,000					12
	100	0	15,000	500	0	0	0	13-015
	100		15,000	500				01
								02
17,414	191,000	31,756	27,783,754	128,881	5,015,000	117,973	4,309,151	
\$ 17,414	\$ 191,000	\$ 31,756	\$ 27,783,754	\$ 128,881	\$ 5,015,000	\$ 117,973	\$ 4,309,151	

Overall Work Program Units and Goals

ELEMENT 13-001: GOVERNMENT RELATIONS, PUBLIC AFFAIRS, & ADMINISTRATION —1,372,363

Objective: To provide coordinated support for the Board of Directors and its committees; to interact and coordinate with outside partners and agencies; to analyze, comment, and offer recommendations on legislation related to transportation and land use issues; and to provide to the region public outreach related to SACOG activities and issues.

Discussion: This element provides the overall management, coordination, and direction for the Overall Work Program and its activities, including public and partner outreach related to those activities. Activities in this element will provide interaction with the Board of Directors and its committees, coordination with partner agencies and committees and Native American tribal councils as they relate to the project activities included in the Overall Work Program, and will further the public participation in SACOG activities so crucial to implementing the OWP. Issues and policies related to transportation and land use planning will be discussed.

Projects:

1. INTERAGENCY RELATIONS

Project #13-001-01

(Board Policy – State and Federal Requirements)

Interagency relations covers consultations and coordination of SACOG activities with other local agencies in the region and with state and federal agencies, tribal governments, and other agencies outside the region. It includes discussion and development of cooperative activities, meetings to share information, presentations of SACOG policy to other agencies, communications with elected officials and executive staff in member jurisdictions, and attendance at educational conferences, sessions of a general policy nature, and tribal meetings.

This work will be performed by SACOG staff.

Goals:

- a. Telephone calls and attendance at meetings (As needed)
- b. Staff memos and communications (As needed)
- c. Minutes documenting consultations with tribal governments (As needed)

2. PROGRAM MANAGEMENT

Project #13-001-02

(Board Policy – State and Federal Requirements)

Program management encompasses internal direction of staff activities and preparation of materials for the Board and its committees. It includes development of the OWP itself, coordination and oversight of staff work within the OWP, execution of policy direction and cooperative agreements, and preparation of agenda materials, staff reports, and recommendations to the SACOG Board and its committees.

This work will be performed by SACOG staff.

Overall Work Program Units and Goals (Continued)

Goals:

- a. Highlight summary/Chief Executive Officer's Report (Monthly)
- b. Updated cooperative and funding agreements (Available upon request)
- c. Board committee agendas and staff reports (Monthly)
- d. Board agendas and staff reports (Monthly)
- e. Overall Work Program (March, May 2013)
- f. Overall Work Program quarterly reports (Quarterly)
- g. Overall Work Program amendments (Available upon request)

3. MULTI-AGENCY PLANNING AND COORDINATION

Project #13-001-03

(Board Policy)

Liaise with outside partner agencies, committees and their related staffs; attend meetings with SACOG advisory and technical committees such as the Regional Planning Partnership, Transit Coordinating Committee, Goods Movement Advisory Group, and Planners Committee; and attend meetings at various partner and tribal agencies. Input from these committees will be used by SACOG implementing the MTP/SCS for 2035 and Regional Blueprint Plan; completing various transit studies and projects; performing other transportation planning activities; maintaining regular contact with partner agency staff; review and preparation of agendas; and participating in transportation studies led by others.

This work will be performed by SACOG staff.

Goals:

- a. Preparation of meeting agendas and staff reports for SACOG advisory and technical committees
- b. Attendance at local jurisdictional meetings
- c. Meeting summaries and comments on studies by partner organizations (Available upon request)
- d. Documentation of tribal government-to-government relations (i.e., coordination, consultation, and collaboration efforts) (Available upon request)

4. LEGISLATIVE ANALYSIS

Project #13-001-04

(Board Policy)

SACOG needs to understand the contents and implications of various legislative proposals moving through the state Legislature and Congress each year, as well as track progress of all legislation and initiative language of interest. The SACOG Board adopts individual state and federal advocacy strategies each year reflecting core legislative policy principles to guide efforts throughout the year for tracking legislation for impacts to local and regional governments in SACOG's core policy areas. Staff canvasses bills that are introduced, reads and analyzes bill language to understand its requirements and consequences, tracks the progress of bills, and reports on bills to committees and to the board. This work task covers these analytic activities. Advocacy activities are funded under Lobbying and Advocacy in non-Overall Work Program activities elsewhere in the agency budget.

Overall Work Program Units and Goals (Continued)

This project also includes reinforcing relations with our member jurisdictions, public agencies, and service providers within the six-county area by regularly monitoring websites, agendas, and public meetings and maintaining a staff presence on projects and issues related to our core policy areas. Staff will continue to provide regular updates to all interested government agencies and elected officials on SACOG Board actions and staff activity as appropriate with publications, website information, press releases, and other communication tools.

This work will be performed by SACOG staff.

Goals:

- a. Regular tracking and bill analysis reports to SACOG committees and board during legislative sessions (As needed)
- b. Monitor and attend public meetings in member jurisdictions (As needed)
- c. Legislative Action Summaries (As needed)
- d. Year-end report to board on status and final disposition of tracked bills (December 2012)

5. EDUCATION, OUTREACH, AND MARKETING

Project #13-001-05

(Federal Requirement – Board Policy)

This project includes public outreach and marketing efforts and expanded consultation and cooperation, which are aimed at the general public, active transportation, disabled senior, youth, transit, low-income, and minority stakeholder groups. Also included are constituencies, such as elected officials, neighborhood associations, advocacy groups, community-based organizations, chambers of commerce, and Native American tribal governments.

Specific outreach and marketing techniques include special events, such as the annual regional awards known as *SACOG Salutes!*, open houses, working groups, workshops, forums, and ribbon-cutting ceremonies for major transportation projects; direct-mail products, such as fliers or brochures, that communicate particular information to particular constituencies; media outreach, including news releases, opinion editorials, targeted meetings with local and regional newspaper editors, appearing on radio and television, public affairs shows; some print and radio advertising; website and social media communications on specific agency projects and special events or education activities; and scheduled publications, such as the *Regional Report* newsletter, and SACOG's *Annual Report*. Products from these projects maintain uniformity in the visual aspect of our publications and media outreach program and highlight the value that SACOG adds to the region.

Ongoing documentation of outreach efforts with traditionally under-represented and under-served populations (i.e., elderly, disabled, low-income, and minority communities: Black, Hispanic, Asian American, American Indian/Alaskan Native, and Pacific Islander), and other groups that have not traditionally participated in SACOG's planning efforts.

This work will be performed by SACOG staff.

Overall Work Program Units and Goals

(Continued)

Goals:

- a. Special publications for SACOG's planning projects (As needed)
- b. Press releases (As needed)
- c. Website information on individual projects and programs (As needed)
- d. Advertisements in print and radio (As needed)
- e. SACOG Salutes! Annual Awards Event (December 2012)
- f. SACOG Annual Report (Spring 2013)
- g. Regional Report (Quarterly)
- h. Public Participation Plan Annual Amendment (Fall 2012)

Overall Work Program Units and Goals (Continued)

ELEMENT 13-002: LONG-RANGE TRANSPORTATION PLANNING—\$1,160,039

Objective: To support long-range planning efforts that relate to, but do not directly support, the fiscal year 2012-13 tasks to develop the new Metropolitan Transportation Plan (MTP).

Discussion: This element identifies projects that further the planning efforts of the MTP as it relates to various aspects of MTP 2035 implementation. This element also identifies projects that are longer-term planning projects dictated by SAFETEA-LU.

Projects:

1. MODEL DEVELOPMENT

Project #13-002-01

(State and Federal Requirements)

This project is the continuation of a multi-year travel and land use model improvement program. Major improvements to SACOG regional travel demand model (SACSIM) are funded through grants and listed as discrete projects in the Overall Work Program. This project covers more modest improvements undertaken by staff year-by-year. For FY 2012-13, this project will focus on: finalization of SACSIM enhancements made in FY2011-12 using the SGC “Modeling Incentives” grant; and testing of dynamic traffic assignment using Citilabs® software.

The PECAS economic land use model started a development project in FY 2007-08. Since then, development has proceeded as time and resources permitted. In FY 2011-12, no work on PECAS was undertaken. In FY 2012-13, input data files will be updated to 2008, and software improvements made as other MPOs have implemented PECAS will be integrated.

Work related to the continued development of I-PLACE³S as an open-source software platform will be performed by SACOG staff, in coordination with local agencies, other MPOs, and state agencies making decisions about land use scenario testing software.

Goals:

- a. Status report on travel model improvements (June 2013)
- b. Status report on PECAS model development (January 2013)

2. PEDESTRIAN AND BICYCLE PLANNING

Project 13-002-02

(State and Federal Requirements)

SACOG will continue to serve as a forum for bicycle and pedestrian planning activities throughout the region. Staff will be available to local jurisdictions and partner organizations to collaborate on bicycle and pedestrian planning, advocacy, and education efforts. The SACOG Bicycle and Pedestrian Advisory Committee will continue to meet regularly to discuss bicycle and pedestrian issues affecting the region and will continue to function as an advisory committee to the SACOG Board of Directors. Staff will continue to support increased funding for bicycle and pedestrian projects, provide technical assistance to local jurisdiction for grant applications, review local Bicycle Transportation/Master Plans for consistency with Caltrans, and coordinate regional efforts. SACOG will maintain its role in planning and coordinating *May Is Bike Month*. Staff will develop

Overall Work Program Units and Goals (Continued)

regional policies for the Master Plan, as directed by the SACOG Board, and will be working with an advisory committee on this effort. The Master Plan will be updated to reflect the new policies and any new/revised project information.

This work will be performed by SACOG staff.

Goals:

- a. Bicycle & Pedestrian Advisory Group meetings (Quarterly)
- b. Development of regional bicycle and pedestrian policies (Ongoing)
- c. *May Is Bike Month* activities (May 2013)
- d. Regional Bicycle, Pedestrian, Trails Master Plan Update (June 2013)

3. REGIONAL FORECASTING

Project #13-002-03

(State and Federal Requirements)

SACOG uses regional growth projections (population, housing, and employment) and travel and vehicle emissions forecasts for the MTP, the MTIP, and other corridor and sub-area plans. This project will provide technical assistance to our planning partner agencies in the region through the use of SACOG data and forecasting tools. Staff will provide assistance on an as-needed basis and through periodic technical committee meetings and training sessions.

Training and orientation meetings for the regional modeling community will be held for the SACSIM activity-based travel model and for I-PLACE³S land use planning model.

Standard tabulations, maps, and charts will be prepared for member jurisdictions from SACOG's forecasting work and be made available via SACOG's website. Special reports or analyses requested by member agencies, based on completed regional forecasts, will be prepared as time permits.

This work will be performed by SACOG staff.

Goals:

- a. Travel model assistance to partner organizations – Summary report (June 2013)
- b. Special tabulations and analyses – Summary report (June 2013)

4. MAJOR INVESTMENT STUDIES

Project #13-002-04

(State and Federal Requirements)

Regional transportation planning encompasses all modes, including coordination and analytic work related to highway, local roads, transit and active transportation. For the fiscal year, SACOG will focus on between road improvements and Blueprint infill and redevelopment and will assist partner organizations in understanding these relationships. SACOG will analyze road-related issues, such as High-Occupancy Vehicle (HOV) lanes and ITS effectiveness, the integration of bicycles and transit into existing roadway design, road tolls and parking charges, the degree and spread of congestion, and how changing travel demands affect bottleneck points on the road system. Topics explored will inform the regional transportation plan and programming processes. These activities may in some cases yield a report, but in general, the output will be used in the implementation of the new MTP/SCS.

Overall Work Program Units and Goals (Continued)

This work will be performed by SACOG staff.

Goals:

- a. Topical reports or issue papers in support of MTP/SCS Implementation efforts (April 2013)
- b. Participate in Technical Advisory Committees and review proposed project study reports for regionally significant efforts (through June 2013)

5. HUMAN SERVICES TRANSPORTATION COORDINATED PLAN AND PARATRANSIT, INC., MONITORING

Project #13-002-05

(State and Federal Requirements/Board Policy and Local Agreement)

This work will monitor and assist with the implementation of the Human Services Transportation Plan (HSTP) completed in the summer of 2007 as well as provide the first major update of that plan since 2007. The HSTP fulfills planning requirements contained in the SAFETEA-LU in Section 5316 Job Access and Reverse Commute, Section 5317 New Freedom programs, and Section 5310 Elderly and Disabled Transit Project. This update will build upon both the 2007 HSTP as well as the Lifeline Transit Study completed in 2011 and will continue efforts with a broader range of agencies than were included in the 2007 planning effort. SACOG will continue to work with the Transit Coordinating Committee, regional partners, tribal governments, representatives of the region's human service agencies, private non-profit service providers, consumers, and social service programs to implement the HSTP and to identify critical follow-up tasks. SACOG will coordinate these activities with Caltrans and other partners.

This work element also includes work that was formerly carried out under the Paratransit, Inc., Monitoring and Evaluation work element. This work continues to be conducted following Board Policy and ongoing local agreements. During FY 2012-13, SACOG will continue to monitor and evaluate the performance of Paratransit, Inc., and follow-up on the recommendations contained in the performance audit. The preparation of the first Paratransit, Inc., Short-Range Transit Plan is contained in Project #13-003-15.

This work will be performed by SACOG staff.

Goals:

- a. Form a Human Services Transportation Coordinated Planning Working Group and hold meetings (September 2012)
- b. Documentation of tribal government-to-government relations (i.e., coordination, consultation, and collaboration efforts) (December 2012)
- c. Paratransit, Inc., monitoring and evaluation (Ongoing)
- d. Disadvantaged populations map and transit accessibility index (December 2012)
- e. Updated Human Services Transportation Plan (January 2013)

6. GOODS MOVEMENT/FREIGHT PLANNING

Project #13-002-06

(State and Federal Requirements)

SACOG participates in and leads a number of planning activities related to freight hauling and goods movement on the region's roads, freeways, railways, airports, and seaways/ports. As

Overall Work Program Units and Goals (Continued)

requested, SACOG monitors and engages in local government land use evaluations as they relate to transportation facilities, to maximize the utility of the transportation facility in an attempt to benefit the public while supporting adjacent land uses. Further, SACOG evaluates the effect of freight haulers on the transportation infrastructure in the region and works with partner organizations and local officials to evaluate and promote the most effective methods of moving the maximum amount of goods within and through the region.

As one of the fastest growing segments of the economy, goods movement will have a tremendous impact on the region's highways, railroads, and airports. SACOG will help ensure that freight continues to move given the constraints of the current transportation infrastructure and the simultaneous increase in growth in all other modes of transportation.

SACOG will also continue to participate in the state's Proposition 1B Trade Corridor Improvement Fund (TCIF) implementation efforts. SACOG will coordinate this activity with Caltrans, the California Transportation Commission, and other partners.

This work will be performed by SACOG staff.

Goals:

- a. Assist partners and member agencies with the implementation of goods movement projects identified in the regional goods movement study and the Metropolitan Transportation Plan
- b. Participate in meetings and workshops related to the state's TCIF program and assist local TCIF project sponsors as needed
- c. Continue to work with the Port of West Sacramento in implementing projects and studies consistent with the region's overall goods movement strategies
- d. Participate with Caltrans in the development of the statewide *California State Rail Plan* and the development of the statewide *California Freight Mobility Plan* (via partnership with California State University, Long Beach)

7. REGIONAL HOUSEHOLD TRAVEL SURVEY

Project #13-002-07

(Board Policy)

This project will monitor the development and implementation of the Caltrans Statewide Travel Behavior Survey. That survey is funded to develop statewide profiles of travel behavior stratified by the demographic characteristics used in the travel demand models in California. The survey includes the minimum number of surveys needed to provide a profile for our region and is not funded to show differing geographic characteristics within our region.

While no funding is available to add more surveys from households in the SACOG region (beyond the Caltrans-funded samples), staff will continue to look for funding to expand the Caltrans Survey to include more responses within our region.

This work will be performed by SACOG staff.

Goals:

- a. Status on survey activity for FY 2012-13 (June 2013)

Overall Work Program Units and Goals (Continued)

9. STATEWIDE DEVELOPMENT OF TRANSPORTATION/LAND USE TOOLS *Project #13-002-09* (Board Policy – Local Agreement)

SACOG, in partnership with Caltrans, U.C. Davis, and Fehr & Peers Associates, will develop a set of transportation/land use planning tools which would be available to planners across the state. SACOG has two roles in this project: 1) serve as contractor to the state for purposes of the various funding grants; and 2) serve as lead on developing a parcel-level analysis tool for transportation-and-built-environment (a.k.a. the “D’s”). As part of this project, the parcel-level “D’s” analysis tool would be integrated into SACOG’s I-PLACE³S software. UCD will be adapting the parcel-level analysis tool for use in the “UPLAN” software, which is used by many smaller MPO’s and counties in the state. Fehr & Peers will undertake basic research on the “D’s” for several MPO’s in the state, and use the research results to prepare a post-processor for conventional travel demand models. The project will convene two groups, a group of experts to discuss the Ds research and their application in the tools and post-processor, and a group of practitioners from around the state to provide feedback on the creation and use of the tools.

This work will be performed by SACOG staff, Caltrans, U. C. Davis, and outside consultants.

Goals:

- a. Project administration (September 2012)
- b. Documenting programming code for stand-alone tool and UPLAN (September 2012)
- c. User manual for stand-alone tool and UPLAN (September 2012)
- d. Incorporating all documents into a single report (September 2012)
- e. Final documentation of tools (September 2012)
- f. Final user manual for tools (September 2012)
- g. Final report (September 2012)

Goals for Fiscal Year 2011-12:

- a. I-PLACE³S and UPLAN Ds tools (September 2011)
- b. Final report on elasticities development (September 2011)
- c. I-PLACE³S and UPLAN Ds tools with associated documentation (June 2012)
- d. Final report on elasticities development (June 2012)

Goals for Fiscal Year 2010-11:

- a. Literature Review (June 2010)
- b. Data sets of travel survey, land use, and transportation network data for participating MPOs (April 2011)
- c. Interim report on Ds elasticities development (April 2011)
- d. Parcel-level Ds analysis tool and documentation (June 2011)

10. MODEL DEVELOPMENT – FINE-GRAINED NETWORKS *Project #13-002-10* (Board Policy)

This project is funded by the Strategic Highway Research Program (SHRP 2) Project C10, *Partnership to Develop an Integrated, Advanced Travel Demand Model and a Fine-Grained, Time-Sensitive Network*. The project was initiated in October 2009 and will be completed by December 2012. The overall project budget is \$2.6 million. The project team is led by Cambridge Systematics, Inc. The purpose of the

Overall Work Program Units and Goals

(Continued)

project is to integrate an advanced travel demand simulation model (for this project, SACOG's SACSIM model) with an advanced microsimulation of a road and transit transportation network (for this project, University of Arizona's DynusT software).

SACOG's roles in the project are: (1) to serve as a test bed for developing the integrated software; (2) provide access to SACSIM and all its supporting data files; (3) comment on the design, development, and testing activities; and (4) to serve as a test bed for initial applications of the integrated software. Other members of the project team are: Fehr & Peers, University of Arizona, University of Illinois at Chicago, and Sonoma Technologies.

This work will be performed by SACOG staff and an outside consultant.

Goals:

- a. Build and test a full scale integration of the models (April 2012)
- b. Prepare model and test data sets for dissemination (October 2012)
- c. Communications strategy (December 2012)

Overall Work Program Units and Goals (Continued)

ELEMENT 13-003: SHORT-RANGE TRANSPORTATION PLANNING & STUDIES— \$727,915

Objective: To identify certain transportation planning projects that are shorter in term or are related to specific studies.

Discussion: This element identifies certain projects that are designed to have a finite term of one to two years or are studies related to specific planning projects. Projects of high importance are the transit planning assistance for operators in the SACOG region, as well as coordinating and planning Intelligent Transportation Systems in the region and several transit planning projects for transit operators and grant-related activities.

Projects:

1. CENTRAL CALIFORNIA TRACTION COMPANY RAIL PRESERVATION AND PURCHASE PLAN STUDY

Project #13-003-01

(Board Policy - Discretionary)

In FY 2012-13, staff will monitor the activities of the different interest groups involved in the discussions to purchase the Central California Traction Company (CCTC) Rail Corridor from Woodbridge Road in Lodi to Elder Creek Road in Sacramento County. The CCTC Rail corridor is one of two alignments that will be studied under the Merced to Sacramento High-Speed Train Project.

This work will be performed by SACOG staff.

Goals:

- a. Reports and materials for Board (Available upon request)

2. COMPLETE STREETS

Project #13-003-02

(State and Federal Requirements)

SACOG will serve as an information clearinghouse and technical assistance provider for complete streets activities in the region. Staff will support member agencies and local groups working to develop policies, implement programs and projects, and disseminate information about roadway designs that facilitate the creation of streets that are accessible to all users (auto, transit, bicycle, pedestrian, and special needs). SACOG will continue the development of a complete streets technical assistance program to highlight how implementation of complete streets concepts can benefit smart growth corridor development or redevelopment efforts, including offering educational opportunities. Staff will maintain the Complete Streets Resource Toolkit. Staff will track state and federal activities that relate to complete streets and pursue new funding opportunities.

This work will be performed by SACOG staff.

Overall Work Program Units and Goals (Continued)

Goals:

- a. Collaborate and share pertinent information with member agencies and local groups (Ongoing through June 2013)
- b. Provide technical assistance to SACOG's member agencies and other stakeholders (Ongoing through June 2013).
- c. Maintain partnership in local Complete Streets Coalition (Ongoing through June 2013)
- d. Add a new section to the toolkit covering Parking policies and best practices (June 2013)
- e. Maintain Complete Streets Resource Toolkit (Ongoing through June 2013)

3. SACRAMENTO REGIONAL TRANSIT DISTRICT TRANSIT PLANNING *Project #13-003-03* (Board Policy - Local Agreement)

SACOG will continue working with SRTD on a number of efforts. Key initiatives include:

- Implementation of an online trip planning system coordinated with SACOG and the other transit operators in the six county region
- Review and comment on SRTP update
- Integration of SRTP planning and programming with SACOG TDA Claim Ten Year Operating and Capital Planning Requirements
- Review and comment on implementation activities on the COA
- Participation in studies related to Alternatives Analysis and related studies on Downtown/Riverfront, Green Line, South Line and other alignments

SACOG's ongoing work under this work element includes participation in FTA Quarterly Review meetings, SRTD Board meetings, and periodic SRTD project-related technical advisory committees. SACOG staff also provides consultation and assistance to RT staff on issues related to programming and project delivery and related transportation funding issues, including but not limited to, relations with the California Transportation Commission and the Federal Transit Administration.

SACOG staff reviews renewal of SRTD transit services and impacts on the operating and capital budgets and required updates to the Metropolitan Transportation Improvement Program, SRTD Short Range Transit Plan, revenue estimates, and other planning studies for expansion of service—such as the Downtown/Riverfront Transit Alternatives Study. SACOG staff assists with agreements between SRTD and Paratransit, Inc., regarding budgets, cost increases, vehicle replacement and minor expansion.

This work will be performed by SRTD staff and by SACOG staff.

Goals:

- a. Coordinated On Line Trip Planning (October 2012)
- b. Review SRTD Board and Committee Items (Monthly)
- c. Review of SRTP and Memos to RT and/or File documenting comments on SRTP and Discussions with RT (June 2013)

Overall Work Program Units and Goals (Continued)

- d. Review of ongoing COA Planning and Implementation Studies and Memos to RT and/or File documenting comments on COA and Discussions with RT (June 2013)
- e. Review of ongoing SRTD Financial Model Updates (June 2013)
- f. Review of ongoing SRTD/PI CTSA coordination efforts, agreements and implementation planning (June 2013)
- g. Review and approval of capital expenditure plans for PTMISEA and TDA funding as required by Caltrans and SACOG (June 2013)

6. SAFE ROUTES TO SCHOOL

Project 13-003-06

(Board Policy)

Safe Routes to School is included as a mitigation measure and Transportation Control Measure as part of the MTP 2035. As such, SACOG is responsible for developing a regional policy for safe routes to school including coordination of infrastructure, education, and encouragement programs. This project will support the creation of regional tools, programs, and materials as well as local implementation via outreach and education partners.

The project will focus on elementary schools (K-6) and middle schools with appropriate presentations and message for children 5 to 14 years old within the six-county region (Sutter, Yuba, Yolo, Sacramento, Placer, and El Dorado counties). SACOG will work in coordination with local governments, school districts, county offices of education, parent teacher organizations, and transportation management associations as outreach partners. Education and encouragement activities will include presentations to elementary schools as well as special events in conjunction with SACOG's travel behavior change campaign, *May is Bike Month*. The schools element of the campaign will include student targeted incentives, collateral materials, and web tools. SACOG staff is outreaching to community-based organizations, schools, and other volunteer and advocacy groups to establish a safe routes network for further education and encouragement activities at the local level.

This work will be performed by SACOG staff and contracts with local governments, school districts, county offices of education, parent teacher organizations, and transportation management associations as outreach partners.

Goals:

- a. Educational materials and grants to local groups to promote May is Bike Month at schools in the six-county SACOG region (Ongoing)
- b. Tools for Internet web site targeted to school-age bicyclists integrated into MayisBikeMonth.com (May 2013)
- c. Increased awareness by school staff of bicycle safety habits and health benefits from bicycling for ongoing youth education
- d. Incentive items for participating students (e.g., bookmarks and pencils) (May 2013)
- e. Collateral materials targeting school audiences (staff, students and parents) (May 2013)

Overall Work Program Units and Goals (Continued)

7. SOUTH COUNTY TRANSIT/LINK MANAGEMENT TRANSITION PLAN *Project #13-003-07* (State and Federal Requirements)

SCTLink is the contract transit provider for southern Sacramento County and the city of Galt. SCTLink provides service in and around the small urban setting of Galt and also in the suburban/rural area of Sacramento County and San Joaquin County, by providing service along the Highway 99 corridor from Lodi through Galt to Elk Grove and the southern part of the Sacramento metropolitan area. SCTLink also provides a lifeline service to the rural Sacramento/San Joaquin Delta area.

Sacramento County has historically been the lead agency for SCTLink with the city of Galt acting in a subordinate, ancillary role. This study will evaluate and provide recommendations for the administration of the SCTLink services. In addition, the study will evaluate maintenance facility options as well as fuel facility improvements. For the administration of the SCTLink services, the study will evaluate various agencies' capability to administer transit services, develop, and recommend cost allocation plans and funding alternatives. The study will prepare an option for a Joint Powers Authority (JPA) to administer the services and compare this option with other alternatives. As part of the evaluation of costs and funding, the study will include a plan to fund fleet and capital replacement and expansion.

This work will be performed by city of Galt staff, SACOG staff, and consultants.

Goals:

- a. RFP and contract with consulting team (July 2012)
- b. Planning and information meetings with stakeholders (Ongoing)
- c. Prepare draft technical memorandums (December 2012)
- d. Review with Project Steering Group (January 2013)
- e. Prepare draft final report (April 2013)
- f. Present report to Policy Boards (May 2013)
- g. Prepare final report (June 2013)
- h. Project management (Ongoing)
- i. SCTLink Transition Management Plan (June 2013)

11. AFTER NINE TRANSIT STUDY *Project #13-003-11* (State and Federal Requirements)

This project was selected for funding in the FFY 2010 JARC Funding Round. The concept for this study was developed in cooperation with several of the transit operators in response to bus service reductions, especially in later evening service, implemented in FY 2010-11 by the Sacramento Regional Transit District and other operators because of reduced funding levels.

This study is designed to identify transportation needs and propose alternatives for those in training or working non-traditional shifts in larger employment markets. The study's scope includes defining and evaluating a number of alternatives to address the needs for after 9 p.m. or early morning service, and identifying the target population and geographic area for such service alternatives. Alternatives to be reviewed include, but are not limited to: (1) dual use of paratransit services already operating during the late night hours; (2) use of private sector taxi companies; (3) flexible extensions

Overall Work Program Units and Goals (Continued)

of service by public operators still operating late night service; (4) phased return of targeted, limited levels of late night service in selected areas using low-cost operating alternatives; (5) vanpooling or other ridesharing opportunities; (6) collaborative partnerships with employers for targeted, limited service provision; and (7) other service alternatives yet to be determined.

SACOG's Transit Coordinating Committee (TCC) has been directly involved, and work is also being coordinated with SRTD's Comprehensive Operational Analysis and other operator service planning efforts.

This work is being performed by SACOG staff.

Goals:

- a. Establish project management team and discuss with TCC. (Work started in the third quarter of FY 2011-12)
- b. Research target population, geographic area, and needs for development of service alternatives. (July/August 2012)
- e. Identify and assess alternatives for providing services to meet non-traditional shift transportation needs. (August/September 2012)
- f. Develop evaluation and selection process for any demonstration program alternatives. (September 2012)
- g. Develop funding plan to provide service using funds provided through JARC funding round. (September 2012)
- h. Conduct project selection process. (October 2012)
- i. Assist in project implementation, as necessary. (October – December 2012)
- j. Goal for implementation of selected demonstration projects. (January 2013)

14. ONLINE BICYCLE TRIP PLANNER

Project #13-003-14

(State and Federal Requirements)

SACOG staff will continue to update and refine the online bicycle trip planner using new software, working with local agencies, and through local users' input. The Bicycle & Pedestrian Advisory Committee will continue to advise SACOG staff on the direction of the trip planner project and will provide staff guidance on developing an online bicycle map.

The Online Trip Planner is now accessible through www.mayisbikemonth.com or directly through www.sacregion511.org/bicycling.

This work will be performed by SACOG staff.

Goals:

- a. Maintain and update web-based bicycle trip planner (Ongoing through June 2013)
- b. Development of mapping features (Ongoing through June 2013)

Overall Work Program Units and Goals

(Continued)

15. PARATRANSIT, INC., SHORT-RANGE TRANSIT PLAN

Project #13-003-15

(State and Federal Requirements)

The proposed project is the development of the first Short-Range Transit Plan (SRTP) for Paratransit, Inc., since a draft plan was developed in the 1990s. The project study area consists of the current and potential boundaries of Paratransit, Inc., which is the Consolidated Transportation Services Agency (CTSA) for an area that is coterminous with the activated boundaries of the Sacramento Regional Transit District. Currently, the cities of Citrus Heights, Folsom and Elk Grove are not a part of the CTSA service area.

The SRTP is the vehicle through which the continuing comprehensive and coordinated transit planning process is implemented, and provides essential information, analysis, and recommendations regarding future operations. It also provides the planning analysis and documentation for a transit operator to be eligible to receive certain state and federal funds.

This work will be performed by SACOG staff and/or a consultant.

Goals:

- a. Introduction/background and description of system (July 2012)
- b. Paratransit, Inc., service, system and program analysis (July 2012)
- c. Review of Paratransit, Inc., business plan, service plan, goals, policies, and objectives (August 2012)
- d. Financial analysis (September 2012)
- e. Develop service alternatives (November 2012)
- f. Community outreach and meetings, as necessary (January 2013)
- g. Prepare recommendations (April 2013)
- h. Draft SRTP (May 2013)
- i. Final SRTP (June 2013)

16. YOLO COUNTY TRANSPORTATION DISTRICT SHORT-RANGE TRANSIT PLAN

Project # 13-003-16

(State and Federal Requirements)

The project is an update of the 2006 Yolo County Transportation District (YCTD) Short-Range Transit Plan for Yolo and Yolo Special services. Stakeholders will be included in development of the plan. The new SRTP will guide future transit services and planning for the broad areas and diverse populations served by Yolo.

This work will be performed by SACOG staff and is funded by a Caltrans Statewide or Urban Transit Planning Studies discretionary grant.

Goals:

- a. Background/Introduction (July 2012)
- b. Existing System Description (September 2012)
- c. Analysis of Transit Demand (November 2012)
- d. Analysis of System Performance (November 2012)

Overall Work Program Units and Goals (Continued)

- e. Review of YCTD goals/objectives, policies, audits, studies etc. (December 2012)
- f. Analyze and draft SRTP sections on goals, policies and issues (December 2012)
- g. Conduct on-board surveys (January 2013)
- h. Review current financial conditions and future outlook (January 2013)
- i. Financial Issues Analysis (January 2013)
- j. Develop Service Alternatives (March 2013)
- k. Schedule community meetings and publicize (March 2013)
- l. Hold and summarize community meetings (March 2013)
- m. Prepare recommendations, implementation plan (April 2013)
- n. Prepare draft and final SRTPs (May 2013)
- o. Project Management & Administration (Ongoing)
- p. Meeting Notes (July 2012)
- q. Survey Results (January 2013)
- r. Stakeholder Meeting(s) Attendance Lists (March 2013)
- s. Quarterly Reports/Invoices (Quarterly)
- t. Draft SRTP (May 2013)
- u. Final SRTP (June 2013)

17. ELK GROVE TRANSIT (E-TRAN) SHORT-RANGE TRANSIT PLAN

Project #13-003-17

(State and Federal Requirement)

The project is an update of the 2006 City of Elk Grove (e-tran) Short-Range Transit Plan (SRTP). Stakeholders from the City of Elk Grove as well as Sacramento City and County will be included in the SRTP process. The new SRTP will guide future transit services and planning in the area served by Elk Grove Transit (e-tran).

This work will be performed by SACOG staff.

Goals:

- a. Background/Introduction (July 2012)
- b. Existing System Description (September 2012)
- c. Analysis of Transit Demand (November 2012)
- d. Analysis of System Performance (November 2012)
- e. Review of e-tran goals/objectives, policies, audits, studies etc. (December 2012)
- f. Analyze and draft SRTP sections on goals, policies and issues (December 2012)
- g. Review current financial conditions and future outlook (January 2013)
- h. Conduct on-board surveys (January 2013)
- i. Financial Issues Analysis (January 2013)
- j. Develop Service Alternatives (January 2013)
- k. Schedule community meetings and publicize (March 2013)
- l. Hold and summarize community meetings (March 2013)
- m. Prepare recommendations, implementation plan (April 2013)
- n. Prepare draft and final SRTPs (May 2013)
- o. Project Management & Administration (Ongoing)
- p. Meeting Notes (July 2012)
- q. Survey Results (January 2013)

Overall Work Program Units and Goals (Continued)

- r. Stakeholder Meeting(s) Attendance Lists (March 2013)
- s. Summary of Outreach Efforts (April 2013)
- t. Summary of Input from e-tran drivers and other operators (April 2013)
- u. Quarterly Reports/Invoices (Quarterly)
- v. Draft SRTP (May 2013)
- w. Final SRTP (June 2013)

18. UNITRANS SHORT-RANGE TRANSIT PLAN

Project #13-003-18

(State and Federal Requirements)

The project is an update of the 2006 Unitrans Short-Range Transit Plan (SRTP). The previous Unitrans SRTP has nearly expired, leaving the transit agency without any policy or financial direction for the upcoming years. Unitrans will incorporate a marketing element in the SRTP process to determine the best use of real-time data to strengthen ridership, and how to increase ridership among seniors and other likely transit dependent populations.

This work will be performed by SACOG staff and is funded by a Caltrans Rural or Small Urban Transit Planning Studies discretionary grant.

Goals:

- a. Background/Introduction (July 2012)
- b. Existing System Description (September 2012)
- c. Analysis of Transit Demand (November 2012)
- d. Analysis of System Performance (November 2012)
- e. Review of Unitrans goals/objectives, policies, audits, studies etc. (December 2012)
- f. Analyze and draft SRTP sections on goals, policies and issues (December 2012)
- g. Review current financial conditions and future outlook (January 2013)
- h. Conduct on-board surveys (January 2013)
- i. Financial Issues Analysis (January 2013)
- j. Develop Service Alternatives (January 2013)
- k. Schedule community meetings and publicize (March 2013)
- l. Hold and summarize community meetings (March 2013)
- m. Prepare recommendations, implementation plan (April 2013)
- n. Prepare draft and final SRTPs (May 2013)
- o. Project Management & Administration (Ongoing)
- p. Meeting Notes (July 2012)
- q. Survey Results (January 2013)
- r. Stakeholder Meeting(s) Attendance Lists (March 2013)
- s. Summary of Outreach Efforts (April 2013)
- t. Quarterly Reports/Invoices (Quarterly)
- u. Draft SRTP (May 2013)
- v. Final SRTP (June 2013)

Overall Work Program Units and Goals (Continued)

19. SACOG TRANSIT INTERN

Project #13-003-19

(State and Federal Requirements)

This project will continue the Transportation Intern program through SACOG, providing interested students in planning or related fields the opportunity to gain real-world planning experience while assisting SACOG planners in meeting the organization's goals as both a Metropolitan Planning Organization and a Regional Transportation Planning Agency.

This work will be performed by the intern and is funded by a Caltrans Transit Planning Internship grant.

Goals:

- a. Intern Selection (July 2012)
- b. Mitigation Measures Implementation (April 2013)
- c. MTIP Amendments (January 2013)
- d. Programming Project List Update (April 2013)
- e. Transit Technical Assistance (As needed)
- f. Transit Coordinating Committee (Monthly)
- g. Data and Report Collection (As needed)
- h. FTA Programming Round (As needed)
- i. SRTP Coordination and Outreach (As needed)
- j. SRTP Recommendation Evaluation (March 2013)
- k. Unmet Transit Needs Hearings Coordination (November 2012 - April 2013)
- l. SSTAC Meetings (March 2013)
- m. Resolution/Staff Report Preparation (As needed)
- n. Project Management & Administration (Ongoing)

20. CALVANS JOINT POWERS AUTHORITY ADMINISTRATION

Project # 13-003-20

(State and Federal Requirements)

This project continues the CalVans JPA vanpools in the SACOG Region and SACOG's membership in the statewide CalVans JPA. Efforts include assisting CalVans to place vanpools in the SACOG Region, reviewing CalVans budget and reports, as well as voting on action items of the CalVans JPA.

A key effort is reporting vanpool miles into the National Transit Database to receive additional formula Federal Transit Administration funds for the SACOG Region.

This work will be performed by SACOG staff.

Goals:

- a. Represent SACOG region on CalVans JPA (Ongoing)

21. FTA 5307 AND 5309 GRANT ADMINISTRATION

Project #13-003-21

(Federal Requirement)

SACOG will continue to execute its role coordinating the award of FTA 5307 funds in the Sacramento Urbanized Area based on the Memorandum of Understanding with Sacramento

Overall Work Program Units and Goals (Continued)

Regional Transit District. SACOG will also continue in its role as designated recipient for the Yuba City and Davis Urbanized Areas.

Under this project, SACOG transit team staff will conduct programming activities to ensure the SACOG's region's transit projects are properly programmed in the SACOG MTIP. Staff will review grant funding applications and provide letters of concurrence, review and track fund transfers, and track progress in completing the projects in the individual grant budgets.

This work will be performed by SACOG staff.

Goals:

- a. Annual FTA fund programming process (5307 and 5309) (August 2012)
- b. Administer the FTA 5307 and 5309 grants in the SACOG Region

22. PROPOSITION 1B PTMISEA FUND ADMINISTRATION

Project #13-003-22

(State Requirement)

SACOG will continue to execute its role coordinating the award of Regional PTMISEA funds within the four-county MPO Area.

Under this project, SACOG transit team staff will conduct Calls for Projects, submit funding requests to Caltrans, and meet all the requirements of tracking and administering grant funds. Staff will maintain an expenditure plan of projects for the Regional funds and reimburse project sponsors for eligible project expenditures.

This work will be performed by SACOG staff.

Goals:

- a. Semi-annual PTMISEA funding requests (Fall & spring)
- b. Project semi-annual and final reports to Caltrans (August & February)
- c. Reimbursement of eligible project expenditures (Ongoing)

Overall Work Program Units and Goals (Continued)

ELEMENT 13-004: CONTINUING TRANSPORTATION SERVICES IMPLEMENTATION— \$10,884,124

Objective: To identify those projects which are ongoing and span multiple years. These projects support efforts related to programming of federal and state funding, regional air quality planning activities, and Metropolitan Transportation Plan implementation.

Discussion: This element brings together a number of projects that continue from one year to another, such as the selection of transportation projects eligible for federal and state programming; the monitoring of the regional transportation system in order to provide the technical tools required of SACOG and members for land use, transportation, air quality planning; and the implementation of the MTP 2035. Also included in this element are those ongoing projects related to transit assistance and monitoring and implementation of state and federally-mandated climate change and greenhouse gas reductions.

Projects:

1. REGIONAL AIR QUALITY PLANNING

Project #13-004-01

(State and Federal Requirements)

This project will continue the coordination with the local air districts, California Air Resources Board (CARB), Environmental Protection Agency (EPA), and other stakeholders on interagency consultation matters. Specific emphasis will be place in the development of a PM2.5 Maintenance Plan. SACOG will also coordinate with partner agencies in responding to new conformity regulations and plan development needs as they arise.

SACOG will prepare ozone, PM10, PM2.5 and CO conformity determinations for amendments to the MTP/SCS 2035 and the 2013-16 MTIP for the Yuba-Sutter and Sacramento air quality planning areas.

As part of the air quality consultation process, SACOG will continue to hold meetings of the Regional Planning Partnership (RPP) to review procedures, assumptions, timelines, and completed conformity determinations.

SACOG will continue to monitor the implementation of TCMs as part of each conformity update. On an as-needed basis, staff will work to educate local agencies on the required implementation of the project/policies. Additionally, staff will provide any necessary consultation in TCM substitution.

SACOG will continue to work with project sponsors on the new/expanded requirements affecting project level conformity. All project sponsors of federally funded, non-exempt projects located in the PM10/PM2.5 Conformity Boundaries bring their projects to the RPP to determine whether they have a Project of Air Quality Concern, or present a PM10/PM2.5 Hot Spot Analysis.

This work will be performed by SACOG staff.

Overall Work Program Units and Goals (Continued)

Goals:

- a. Participate in the regional Air Pollution Control Officers' meetings (Bi-monthly)
- b. Conformity determinations on amendments to the MTP/SCS or MTIP (December 2012)
- c. Interagency Consultation on Plans and Determinations (August 2012)
- d. Monitoring of TCMs (January 2013)
- e. Assistance on Projects of Air Quality Concern (Available upon request)
- f. Participate in the Statewide Conformity Working Group (Quarterly)

2. FEDERAL AND STATE PROGRAMMING

Project #13-004-02

(State and Federal Requirements)

The 2012-13 SACOG federal and state programming activities will involve administering existing programs and taking advantage of any funding opportunities, be they a new stimulus act, reauthorization of a new federal transportation bill or a new transportation bond measure. SACOG will prepare MTIP amendments during this period on a quarterly basis and make administrative modifications to the MTIP.

In FY 2012-13, programming activities include participation in guideline development and reviews, liaison to support partner organizations on programming requirements for both state and federal programming, collaborating with others for developing positions for the reauthorization of a new federal transportation act, participating with the California Federal Programming Group (CFPG), and liaising with the FHWA and FTA.

SACOG will also continue implementation, improvements, and maintenance of its SACTrak Database. Improvements to SACTrak, will place an emphasis on project tracking and monitoring capabilities in addition to the associated reporting and financial management capabilities that the system has in place to assist SACOG in its Designated Recipient role. Hosting and maintenance of the database will be provided by the consultant throughout the fiscal year.

This work will be performed by SACOG staff and a consultant for technical assistance on programming issues and the federal transportation bill.

Goals:

- a. Regular MTIP amendments (Quarterly)
- b. Administrative modifications to the MTIP (Periodically)

3. REGIONAL TRANSPORTATION MONITORING

Project #13-004-03

(State and Federal Requirements)

This project involves assembly of observed transportation data collected by others and the coding and integration of that data to make it useful for various other SACOG projects and member agencies. Key observed transportation data are: changes to the region's roadway, transit, and bikeway systems; vehicle volumes on roadways (traffic counts); transit passenger boardings and alightings; ongoing Census-related surveys (e.g., American Community Survey); special surveys conducted by other agencies (e.g., employee surveys by TMAs and passenger surveys at airports) and research institutions; accident statistics from the State-Wide Integrated Traffic Record Systems

Overall Work Program Units and Goals (Continued)

(SWITRS); congestion surveys by Caltrans and the Texas Transportation Institute; and speed and volume data from the States Freeway Performance Measurement System (PeMS).

This work will be performed by SACOG staff.

Goals:

- a. Status report on monitoring efforts (June 2013)

4. RURAL TRANSPORTATION PLANNING AND COORDINATION

Project #13-004-04

(Board Policy)

SACOG will continue to work towards implementing recommendations of the Rural-Urban Connections Strategy (RUCS) Transportation Working group and coordinate with and support efforts of other RUCS working groups. Staff will work with stakeholders from the rural and small urban areas of the SACOG region to identify transportation planning challenges, help formulate solutions and strategies, and seek the necessary resources to implement programs and/or technical assistance. Work will also include leading or collaborating with partner agencies and other stakeholder groups on technical studies; liaising with outside partner agencies, committees, and their related staffs; and meeting with SACOG advisory and technical committees such as the Regional Planning Partnership, Transit Coordinating Committee, Planners Committee, and other stakeholder groups.

This work will be performed by SACOG staff.

Goals:

- a. Consult with rural and small urban stakeholders
- b. Attend SACOG committees and local jurisdictional meetings
- c. Deliver technical assistance as recommended by the Transportation Committee

5. PASSENGER RAIL IMPROVEMENTS

Project #13-004-05

(State and Federal Requirements)

SACOG will participate in planning, programming, and operations activities of the Capitol Corridor Joint Powers Authority (CCJPA) through its membership on the Staff Coordinating Group (SCG). The main focus of this participation will be to identify funds and resolve issues related to supporting the current sixteen weekday and eleven weekend round trips and to improve travel times, safety and reliability. In this regard, obtaining additional locomotives and coaches and performing needed upgrades to support Positive Train Control are the highest priority items. The agency will also monitor and participate in the efforts to implement regional rail (i.e., commuter) service between Auburn and Oakland.

SACOG will also participate in the Central Valley Regional Rail Working Group, a collection of Central Valley jurisdictions working with the California High-Speed Rail Authority to enhance regional rail in the Central Valley corridor between Sacramento and Merced. In addition, SACOG will monitor the work of the California High-Speed Rail Authority and provide input to the Authority as it proceeds with its plans for implementing a high-speed rail system between northern and southern California. SACOG staff will actively participate in the planning activities connected

Overall Work Program Units and Goals (Continued)

with development of the downtown Sacramento Intermodal Project. SACOG will also attend San Joaquin Valley Rail Committee meetings, working with Caltrans and others to enhance the San Joaquin Rail service. Finally, SACOG responds to various passenger rail proposals, which are reviewed for potential connectivity to the SACOG region.

This work will be performed by SACOG staff.

Goals:

- a. Coordination of Capitol Corridor Service with Regional Commuter Rail Proposals (Throughout FY 2012-13)
- b. Meeting Reports to SACOG Committees and/or Board on passenger rail development efforts (Periodic)
- c. Progress Reports on the efforts of the Central Valley Regional Rail Group to implement a regional rail service between Sacramento and Merced (Periodic)
- d. Progress Reports on the San Joaquin Valley Rail Committee meetings (Quarterly)

6. CONNECT CARD IMPLEMENTATION

Project #13-004-06

(State and Federal Requirements)

This project is the implementation planning, procurement, and deployment of a regional universal transit fare card system (Connect Card). A new electronic fare system is expected to simplify transit system operations, improve system connectivity, contribute to regional air quality goals, and increase the attractiveness of transit to new patrons.

In June 2011, the SACOG Board approved a contract with a primary vendor for the Connect Card System. The successful conclusion of this contractor selection process began Phase 3 (Implementation) of the project. A memorandum of understanding (MOU) to govern the project through Phase 3 was executed in March 2011. The consortium consists of six transit operators and SACOG. SACOG is managing the vendor contract on behalf of the consortium. Two Placer County transit agencies have the option to join the consortium a later date.

Phase 3 involves full system design, deployment, integration, and testing. This third phase of the project will be guided by the Implementation Plan, the System Design Documents, and the MOU. Included in this latter phase is the establishment of a regional financial and management clearinghouse, the development of the regional maintenance and supply systems, and the implementation of smart card technology on the participating transit properties. Full system deployment and acceptance is anticipated by January 2014.

This work will be performed by SACOG staff, consultants hired for system engineering services, partner agency staff, and system vendors.

Overall Work Program Units and Goals (Continued)

Goals:

- a. Factory Acceptance Testing (October 2012)
- b. System Pilot (March 2013)
- c. System Roll Out, Phase 1 (May 2013)
- d. System Roll Out, Phases 2-5 (August 2013)
- e. RMAT Approved/Final Acceptance (January 2014)

7. TRANSIT TECHNICAL ASSISTANCE AND PROGRAMMING

Project #13-004-07

(State and Federal Requirements)

SACOG provides general technical and analytical support for the region's transit operators, as broadly directed by the Transit Coordinating Committee (TCC). Activities may include data analysis, digital mapping, survey work, research, the hiring of an intern at the graduate school level funded by an FTA Section 5304 Discretionary Grant, and interagency consultations.

SACOG will continue to execute its role as the designated recipient for FTA 5307 funds for the Davis and Yuba City Urbanized Areas.

SACOG will continue to conduct the programming activities necessary to ensure that the projects of region's transit operators are properly programmed in the SACOG MTIP and MTP/SCS so that the operators can file the grant applications necessary to operate, maintain, and carry out the programs of their systems.

This task also includes all of the work of the transit team staff and finance staff necessary to implement, monitor, process payments, and report on the Public Transportation, Modernization, and Service Enhancement Account (PTMISEA)/State Transit Bond fund program. SACOG is responsible for the programming, project selection process, application, monitoring, payment of invoices for reimbursement, and reporting process for all regional PTMISEA funds for the four county RTPA area. These activities include a twice-a-year call for projects, project selection process, application process and execution of sub-recipient agreements with selected transit agencies. The transit operators file semi-annual reports and corrective action plans, as needed. When projects are completed, close-out reports are prepared and filed.

SACOG's TCC will continue to serve as the FTA fund programming committee associated with the SACOG/transit operator MOUs and will prepare the recommended project lists for SACOG Board action in the MTIP and RTIP programming process. Through the TCC, SACOG will continue to improve the integration of financial planning and the development and integration of short-range transit planning with the region's long-range transportation plan. TCC will continue to improve its programming process through the ongoing refinement of the project selection process and the timely delivery of projects.

This work will be performed by SACOG staff.

Overall Work Program Units and Goals (Continued)

Goals:

- a. Annual FTA fund programming process (5307, 5309, 5310) (June 2013)
- b. Annual PTMISEA Transit Bond Act call for projects and funding request submittals (July 2012)
- c. Reporting required by PTMISEA Transit Bond Act, including semi-annual reports, corrective action plans, close out reports, ten year expenditure plan, and other documentation required by the program (Available upon request)
- d. Technical Assistance to transit operators and member jurisdictions

**8. JOBS ACCESS REVERSE COMMUTE (JARC)/NEW FREEDOM
ADMINISTRATION**

Project #13-004-08

(Federal Requirement)

SACOG will continue to execute its role as the designated recipient for the FTA 5316 Jobs Access Reverse Commute and 5317 New Freedom Program funds for the Sacramento Urbanized Area

Under this project, transit team staff will continue to conduct the programming activities necessary to ensure the region's transit operators projects are properly programmed in the SACOG MTIP so that SACOG can file JARC and New Freedom grant applications on behalf of the region's transit operators and any other qualified applicants. Additionally, SACOG staff and our legal counsel will work to negotiate and execute subrecipient agreements with the Sacramento Urbanized Area JARC and New Freedom awardees to allow grant funds to flow to those successful applicant agencies and organizations.

This work will be performed by SACOG staff.

Goals:

- a. Annual FTA fund programming process (5316 and 5317) (September 2012)
- b. Administer the JARC and New Freedom grants for the Sacramento Urbanized Area (5316 and 5317) (Ongoing)

Overall Work Program Units and Goals (Continued)

ELEMENT 13-005: LAND USE AND HOUSING PLANNING—\$1,578,901

Objective: To promote meaningful public discussions and provide planning, analysis, and other technical support to housing and land use efforts in the region. These land use activities are designed to gather data and information from around the region to further the activities of MTP 2035 implementation and to set the stage for the next MTP update.

Discussion: This element will continue the updating of current and alternative future land use patterns and their impacts on the transportation system; provide the technical monitoring data for analysis critical to that planning; and complete the housing allocation plan for the region. One key project for this fiscal year will be the continuation of work begun last year on a rural-urban connections study to develop regional policies and tools to sustain the economic health and quality of life for the region's rural areas, as well as assess the transportation needs of the rural areas within the SACOG region. Also included is the continuation of the work related to the Airport Land Use Commission and new Airport Land Use Compatibility Plans.

Projects:

1. SACRAMENTO REGION BLUEPRINT IMPLEMENTATION

Project #13-005-01

(Local Agreement)

SACOG staff will continue to update the Blueprint regional land use database with the most recent land use plans and zoning codes for each jurisdiction. These activities will support ongoing regional Blueprint implementation efforts. SACOG staff will continue to provide educational presentations on Blueprint (as requested), respond to Blueprint data and information requests, and maintain up-to-date content on the Blueprint website. SACOG will organize up to nine 2-hour weekday seminars geared toward local government, planning, and public works staffs on topics of Blueprint implementation, including the MTP and the Regional Housing Needs Allocation and updates to related regional planning efforts. The topic areas will be developed in consultation with the Planners Committee.

SACOG staff will continue to, at the request of a jurisdiction, review and comment on major developments and their alignment to Blueprint principles. These developments are in various stages of the development review process. In most cases, SACOG staff examines modeling data from SACSIM and I-PLACE³S to summarize how the idea or site plan compares with the Blueprint in a comment letter. Sometimes this service includes meetings with local government staff and/or representatives from the applicant and/or public testimony at the council/board hearing for the project. SACOG will also continue to coordinate with the other area Joint Power Authorities (JPAs) and transit districts that frequently comment on development proposals.

This work will be performed by SACOG staff.

Overall Work Program Units and Goals (Continued)

Goals:

- a. Update parcel-level land use database (Ongoing)
- b. Blueprint presentations, response to data and information requests, maintain website content (Ongoing)
- c. Review of development proposals, upon request (Ongoing)
- d. Planners Committee seminars on Blueprint Implementation and topics of regional interest (Up to nine during the year)
- e. Development review letters, upon request (Ongoing)
- f. Develop Blueprint implementation materials and website information to assist local jurisdictions in Blueprint implementation (Ongoing)

2. REGIONAL LAND USE MONITORING

Project #13-005-02

(State and Federal Requirements)

This project maintains up-to-date inventories of available data on housing, employment, land use, and local agency general plans in the region. The inventories developed under this project are primarily for internal use. The Integrated Basemap project (Member, Agency and Transportation Services, Project #13-007-14) provides our planning partners, the public, and various researchers with these data on an ongoing basis. A number of ongoing monitoring programs are included in this project, and each year, several are highlighted for special attention and included as separate projects. The ongoing monitoring programs included in this project integrate the housing, employment, and general plan information with parcel data sets and land development economic data.

This work will be performed by SACOG staff and by a consultant for metro study housing data.

Goals:

- a. Information and research for agencies and the public (Available upon request)

3. REGIONAL HOUSING NEEDS ALLOCATION (RHNA)

Project #13-005-03

(State Requirement)

State housing element law requires each council of governments to prepare a Regional Housing Needs Plan (RHNP) for all cities and counties within its jurisdiction. The RHNP provides each city and county with a measure of its share of the region's projected housing need by household income group over the eight-year period of each jurisdiction's updated housing element. For the fifth cycle of the RHNP (2013-21), SACOG will prepare the plan for El Dorado, Placer, Sacramento, Sutter, Yolo, and Yuba Counties for adoption in the second half of 2012.

The emphasis in FY 2012-13 will be to complete the adoption process of the RHNP, and assist local jurisdictions with meeting their housing element requirements as needed.

This work will be performed by SACOG staff.

Overall Work Program Units and Goals (Continued)

Goals:

- a. Final Regional Housing Needs Plan (October 2012)

4. COMMUNITY DESIGN PROGRAM

Project #13-005-04

(Local Agreement)

SACOG will work with recipients to programming their projects from the fifth round of program funding (2011-13). It will also continue monitoring and assisting with the approximately 85 grants distributed in the five rounds of funding in prior years. This cycle will place an emphasis on smart growth implementation, appropriate timeline programming and delivery. The development of the sixth round (2013-15) of programming guidelines will be initiated in early 2013.

This work will be performed by SACOG staff.

Goals:

- a. Monitoring of award program-awarded projects (Ongoing through June 2013)
- b. Draft Guidelines for the sixth round (2013-15) of program funds (June 2013)

5. RURAL-URBAN CONNECTIONS STRATEGY

Project #13-005-05

(Board Policy)

The Rural-Urban Connections Strategy (RUCS) is a mitigation measure and Transportation Control Measure for the MTP 2035 and a complementary effort to Blueprint implementation. It approaches the region's growth and sustainability objectives from a rural perspective, emphasizing the challenges and opportunities in rural areas. The project is developing policy recommendations and technical tools to support local and regional objectives for enhancing agriculture and rural economies, resource conservation, recreation, quality of life, and regional sustainability. Working groups have informed the study of challenges, opportunities, innovations, and implementation strategies for issue areas including land use, transportation, local markets/agritourism, and forestry. Reports from these working groups draw upon local and national case studies to demonstrate potential for various innovations and strategies. The project continues to build on this foundation and case studies have been initiated to apply tools that are being developed to evaluate and compare scenarios. Additional topics, including water, labor, processing, distribution, and local food demand were initiated in the 2011-12 fiscal year and will continue into the 2012-13 fiscal year. The majority of this work will be associated with the execution of the Strategic Growth Council grant work (see project # 13-005-10). Research findings will be presented to the SACOG Board, including elected representatives of the six-county region, to address growth and sustainability objectives for rural areas. Data and I-PLACE³S modeling support is needed to evaluate and compare strategies. These activities will support Board policy discussion, inform local governments, and support the continued development of a "toolkit" of policy, planning, funding, regulatory, economic, data, and modeling techniques that can be used to implement the innovations.

This work will be performed by SACOG staff and by consultants for studies related to the RUCS project, public outreach activities, and infrastructure cost model.

Overall Work Program Units and Goals (Continued)

Goals:

- a. Collect or create data and maps to support the project (Ongoing)
- b. Conduct specific research as needed to support the project and its partners (Ongoing)
- c. Outreach and collaboration with regional stakeholders and other stakeholders outside the region (Ongoing)
- d. Data, maps, and modeling to support the project (Ongoing)
- e. Reports on innovations and strategies for rural sustainability (Ongoing)
- f. Toolkit of policy, planning, funding, regulatory, economic, and modeling techniques (Ongoing)
- g. Case studies with local jurisdictions and stakeholders (Ongoing)
- h. Research on regulations affecting agriculture and forestry (Ongoing)
- i. Research on recreation and related economic development opportunities (Ongoing)

6. AIRPORT LAND USE COMMISSION (ALUC)

Project #13-005-06

(Board Policy – Local Agreement)

SACOG is the designated ALUC for Sacramento, Sutter, Yolo, and Yuba counties and is responsible for developing and maintaining Airport Land Use Compatibility Plans (ALUCPs) for the areas around each airport and working with cities and counties to ensure consistency between the ALUCPs and local land-use decisions. Staff will continue to review development proposals for consistency with adopted ALUCPs and provide consistency determinations for member cities and counties. ALUC planning boundary maps will also be updated using GIS tools. During the fiscal year, regional airport operators may request SACOG to update the Airport Land Use Compatibility Plans for their airports. Such updates will be added as contracts.

This work will be performed by SACOG staff.

Goals:

- a. Consistency reviews of development proposals (Ongoing)
- b. Up-to-date ALUC planning boundary maps for individual airports (As appropriate)

8. AIRPORT LAND USE COMPATIBILITY PLAN UPDATE FOR SACRAMENTO INTERNATIONAL AIRPORT

Project #13-005-08

(Board Policy – Local Agreement)

SACOG serves as the Airport Land Use Commission for Sacramento County. SACOG will update the Airport Land Use Compatibility Plan (ALUCP) for Sacramento International Airport. The updated plan is expected to be adopted in 2013. It will consider current and project airport operations, airport layout, noise impacts and the County's updated General Plan.

The work will be performed by SACOG staff, partner agencies and consultants.

Goals:

- a. Draft updated ALUCP for Sacramento International Airport (December 2012)
- b. Conduct Public Review Process for Review of Plan (Ongoing as needed)
- c. Adopted updated ALUCP (June 2013)

Overall Work Program Units and Goals (Continued)

9. RURAL-URBAN CONNECTIONS STRATEGY/SUSTAINABLE COMMUNITIES STRATEGY IMPLEMENTATION

Project # 13-005-09

(Board Policy)

The Sacramento region is planning for sustainable communities, from the urban centers to rural edges in the region. This project includes work activities that address goals of Senate Bill 375 and Assembly Bill 32, including creating economically, environmentally, and equitably sustainable rural communities with direct and indirect land use benefits throughout the entire region. A Strategic Growth Council grant award is being used as part of SACOG's implementation of the Sustainable Communities Strategy. In line with SACOG's approach of balancing urban growth planning with rural economic and environmental sustainability, work for this project will mainly focus on ways to support the agriculture industry and rural communities.

Building upon the RUCS project (Project #13-004-04), the work assesses ways to support agriculture with employment, housing, transportation and access to services. Distribution and processing infrastructure needs are being determined and feasibility and pro forma work will help craft strategies for deploying facilities. Project work also includes supporting rural communities with tools to assist in quantifying cost and fiscal constraints of infrastructure and service improvements. The project also includes using diet surveys to identifying market demand in the six-county area for local growers and suppliers and to expand food access to reduce the occurrences of food deserts.

This work on enhancing rural economic viability is supported by additional tasks covered by the grant. Support will come from work on CEQA streamlining, which will design a tiering instrument and toolkit by and for local partners and stakeholders. SACOG will also conduct any needed outreach for the updated MTP2035 including information sessions and public hearings.

Other work includes data development and research on an I-80/Capitol Corridor Strategic Plan. This plan will address goods movement and strategies to reduce interregional VMT, including smart growth land use policies along the corridor. The work will help coordinate air quality, land use and travel demand assumptions and models for each region. Other work includes assembling rural policies and plans into a toolkit to help jurisdictions with land use plan updates that protect agricultural lands and reduce VMT.

Goals

- a. Identify unmet demand for healthy locally grown food (May 2012 – May 2013)
- b. Determine needs for agriculture infrastructure to support more locally consumed food (June 2012 – June 2013)
- c. Identify needs to support adequate agricultural labor in the region (May 2013 – May 2013)
- d. Determine agricultural labor needs (May 2012 – August 2012)
- e. Determine infrastructure and service needs for rural communities and estimate the cost and sources of revenue (July 2013 – June 2013)
- f. Build CEQA Streamlining/Tiering tools (July 2013 – September 2013)
- g. Conduct Public Outreach & Visualization (Ongoing)
- h. Survey of diets for various community groups and a regional food consumption summary, including a food desert profile report (May 2012 – May 2013)

Overall Work Program Units and Goals (Continued)

- i. Inventory of current processing and distribution facilities and assessment of facilities that can be supported by various regional crop production patterns (June 2012 – June 2013)
- j. Performance measures, funding strategies and gap assessment to implement the Agricultural Worker Transportation Program (July 2012 – June 2013)
- k. Estimate number of agriculture laborers needed and location of that demand for current crop production and agriculture infrastructure as well as for scenarios (May 2012 – August 2012)
- l. I-PLACE³S model update with an infrastructure cost and fiscal analysis module (July 2012 – June 2013)
- m. Work with rural communities, counties and housing agencies to assess infrastructure needs, costs and municipal revenues for rural communities and other locations where agricultural facilities and labor housing may be sited (July 2013 – June 2013)
- n. A CEQA tiering instrument and toolkit designed by SACOG and its public and private sector partners to design an instrument that is objective and consistent with the SCS (May 2012 – June 2012)
- o. Public outreach for Updated MTP2035 as needed (Ongoing)

10. SPECIALTY CROP BLOCK GRANT PROGRAM (Board Policy)

Project #13-005-10

This two-year grant through the California Department of Food and Agriculture (CFDA) will complete work needed to assess the feasibility of building a local food system in the greater Sacramento region. Key questions that will be addressed include: how to reinvest for local food production and aggregation, distribution and transportation infrastructure. Farmers face issues such as price, food safety and traceability, storage and cooling, and marketing. Such barriers can be addressed through incentives and programs that support farmers growing for local markets. The project will identify solutions for farmers and gauge feasibility by analyzing the economic impacts of incentives and programs. SACOG will also test the concept of a food hub by focusing on the feasibility of food banks serving this purpose. SACOG will study the feasibility of generating the volume and scale needed to supply institutions, wholesale and retail markets, while also expanding food bank distributions in underserved areas. This work offers a model for improving access to fresh, healthy food in underserved, low-income communities, where malnutrition, hunger and obesity rates are high.

This work will be performed by SACOG staff with assistance from consultants and regional stakeholders.

Goals:

- a. Review existing research and interview growers and stakeholders to establish existing conditions and barriers to growing product for local markets (May 2012 - April 2013)
- b. Identify incentives and programs to overcome barriers (December 2012 – April 2013)
- c. Assess current food bank operations and assess feasibility of expanding operations to increase supply for other entities (June 2012 – June 2013)
- d. Assemble reports of project findings (May 2013 - June 2013)
- e. Conduct workshops to report project analysis; Present report to SACOG Board and other organizations (Ongoing)

Overall Work Program Units and Goals (Continued)

- f. Report on existing barriers to local production, incentives and programs to overcome barriers (May 2012 – April 2013)
- g. Report on food bank operations and feasibility of expanding operations to supply other entities (June 2012 - June 2013)
- h. Workshops with local food system stakeholders (Ongoing)

**11. AIRPORT LAND USE COMPATIBILITY PLAN/SACRAMENTO
COUNTY/MCCLELLAN FIELD**

Project # 13-005-11

(Board Policy – Local Agreement)

The Airport Land Use Compatibility Plan (ALUCP) for McClellan Field will be updated for the first time since 1992. The ALUCP for McClellan has been ongoing and is expected to be completed and adopted during FY 2012-13. The updated plan will consider current and project airports operations, airport layout, noise impacts and the county's draft General Plan update. The work will be performed by SACOG staff, partner agencies and consultants.

Goals:

- a. Draft updated ALUCP for McClellan Field (September 2012)
- b. Conduct Public Review Process for Review of Plan (December 2012)
- c. Final adopted McClellan ALCUP (March 2013)

Overall Work Program Units and Goals (Continued)

ELEMENT 13-006: METROPOLITAN TRANSPORTATION PLAN/SUSTAINABLE COMMUNITIES STRATEGY IMPLEMENTATION—\$1,098,549

Objective: To build and document consensus in a dynamic forum on policies, strategies and projects to address the transportation needs of the region and to balance state and federal mandates with the needs and interests of our member jurisdictions.

Discussion: This element brings together the various projects that directly support the development of the new Metropolitan Transportation Plan (MTP). Ongoing work in various other transportation planning, research, and analysis activities will continue under other work elements.

Projects:

4. METROPOLITAN TRANSPORTATION PLAN/SUSTAINABLE COMMUNITIES STRATEGY IMPLEMENTATION *Project #13-006-04*

(State and Federal Requirements)

Initial MTP/SCS 2035 implementation efforts will focus on strategies to fund early year plan priorities and support local jurisdictions interested in pursuing SB 375 CEQA benefits that become available with the adoption of the MTP/SCS. Additional efforts will include improving upon SACOG's transportation and land use monitoring activities to support monitoring of the transportation and land use indicators. Data gathered from this effort will be used by SACOG to inform the next plan update and will be made available to member and partner agencies. All implementation efforts will extend the MTP/SCS 2035's comprehensive approach to education and public outreach and involve SACOG's advisory committees in every step.

Goals:

- a. Support local jurisdictions interested in using the MTP/SCS to take advantage of the CEQA streamlining benefits in SB 375 with data and modeling tools, as applicable (Ongoing)
- b. Develop funding and implementation strategies for near-term significant projects identified in the MTP/SCS 2035 that provide regional benefit (ongoing)
- c. Provide environmental consulting services to realize CEQA streamlining opportunities and to resolve mitigation conflicts (ongoing)
- d. Develop screening and selection criteria for regional funding priorities in support of MTP/SCS 2035 priorities (June 2013)

5. SUSTAINABLE COMMUNITIES REGIONAL PLANNING GRANT PROGRAM *Project #13-006-05* (Board Policy)

The U.S. Department of Housing and Urban Development (HUD) awarded the Sacramento Regional Consortium a Sustainability Communities Grant to further integrated planning in the SACOG region.

Three work activities will build an enhanced planning process to expand the MTP into the HUD grant's required end products call the Regional Plan for Sustainable Development (RPSD). The first activity will increase the opportunity for housing and employment in transit-oriented sustainable

Overall Work Program Units and Goals (Continued)

communities through new performance metrics, enhanced and more inclusive analysis, an expanded environmental review process for the MTP, and a screening process to identify and activate portions of the MTP transit priority area. The second activity will improve the integration of the housing, land use, and transportation components of the existing regional plans and develop recommendations to cross-connect these plans. The third activity will integrate natural resources planning with the RPSD to protect valuable environmental assets and increase housing opportunities near employment centers.

A core team of six grant partners will broaden the foundation from SACOG to build and sustain the new Sacramento Regional Consortium as we develop the region's first SCS and RPSD.

This work will be performed by SACOG staff and members of the Sacramento Regional Consortium.

Goals:

- a. Expand MTP Performance Metrics with input from the Sacramento Regional Consortium (June 2011)
- b. Conduct Screening Process to identify the areas of the Transit Priority Areas most ready for development, Prepare a Report on the Screening Process and Public Charrette (June 2011)
- c. Report on permitting strategies for Six-County Aquatic Resources Inventory (December 2012)
- d. Prepare Draft EIR for SACOG SCS/MTP with Mitigation Measures (December 2011)
- e. Assessment of existing affordable housing conditions, inventory of policies, and funding (April 2012)
- f. Regional document reviewing analysis of impediments to fair housing(December 2012)
- g. Develop Action Plans for the Transit Priority Areas (Available upon request)
- h. Regional Plan for Sustainable Development (December 2012)

Overall Work Program Units and Goals (Continued)

ELEMENT 13-007: MEMBER, AGENCY, AND TRANSPORTATION SERVICES— \$16,401,359

Objective: To inform local government decisions with impacts to the region's transportation system, SACOG provides core services to its member jurisdictions, local cities, and counties. The agency is responsible for planning, funding, and supporting transportation project delivery within federal requirements for reducing vehicle miles traveled, air quality emissions, and some consideration for impacts of transportation and land use on greenhouse gases. Beyond the core transportation services, there are a variety of data collection, analysis, and regional services that SACOG is in a position to provide to local governments at an economy of scale based on the shared interests of the region's local governments.

Discussion: This element supports projects that include planning consideration for regional amenities such as: Airports, STARNET, Intelligent Transportation Systems Operations, Transportation Development Act Administration, 511 Services, Rideshare Services, I-PLACE³S and SACSIM Training, Transit Assistance, Integrated Basemap Program, Sacramento Emergency Clean Air and Transportation Program, Regional Information Center, Climate Action Planning, Transit Trip Planning, Civic Engagement Grants, Airport Land Use Commissions, McClellan Airport Land Use Compatibility Plan Update, Multi-Agency Project Study Reports, Capitol Valley Service Authority for Freeways and Expressways, and Safe Routes to School.

This element includes reinforcing relations with our member jurisdictions, public agencies, and service providers within the six-county area by regularly monitoring websites, agendas, and public meetings and maintaining a staff presence on projects and issues related to our core policy areas. Staff will continue to provide regular updates to all interested government agencies and elected officials on SACOG Board actions and staff activity and attend regular meetings with jurisdictional staff through advisory committees and regional city and county managers groups. It includes identifying areas of shared needs for new data collection, analysis, and research services to help inform member jurisdiction staff and elected officials. This element may also include pursuing a financing structure or shared staff positions for areas of common interest and need.

Projects:

1. PROJECT DELIVERY

Project #13-007-01

(State Requirement – Board Policy)

Emphasis for FY 2011-12 will be to continue to foster timely use of funds, provide assistance to member jurisdictions in delivering projects, and improve project readiness. Managing project delivery in the region will ensure that projects in the Metropolitan Transportation Improvement Program (MTIP) reflect the regional priorities established in the MTP. In addition, state legislation has established provisions concerning timely use of funds for projects adopted into the State Transportation Improvement Program (STIP) and for federal funding programmed by the local agencies. SACOG will ensure that project delivery is successful by assisting project sponsors through the project scoping, environmental, design, right-of-way, and construction phases of these

Overall Work Program Units and Goals (Continued)

projects. Particular emphasis will be placed on large scale projects with the potential to be delayed by environmental issues.

In cooperation with the project sponsors, SACOG will track projects and ensure that appropriate funding is available to ensure timely completion. SACOG will aggressively work with project sponsors, as it has since 2004, to ensure that all state and federal projects ready for delivery are delivered, irrespective of the years they are programmed, to ensure maximum use and benefit from federal and state funds. Reports will be made to the SACOG Board, regional partners, and the state on the status of projects.

In FY 2012-13, project delivery work will include review of requests for fund allocations, time extensions, STIP amendments, and participation at the CTC, RTPA, and Rural Counties Task Force meetings. Additionally, SACOG will work with SACOG Proposition 1B bond project sponsors to raise the likelihood that all projects are delivered. Periodic workshops will be developed and presented as needed throughout the region.

This work will be performed by SACOG staff.

Goals:

- a. Workshops and training sessions (Available upon request)
- b. Tracking and monitoring projects for delivery issues and timely use of funds (through June 2013)
- c. Attendance at RTPA, RCTF and CTC meetings (through June 2013)
- d. Reports on delivery status for Regional Surface Transportation Plan and Congestion Management and Air Quality programs (Available upon request)
- e. Approved STIP allocation requests (When submitted by sponsoring agencies)
- f. Annual Report on Status of 2012 Project Delivery for Federal Funding (January 2013)
- g. Annual Obligation Plan to Caltrans for 2013 Delivery (April 2013)

2. REGIONAL INFORMATION CENTER

Project #13-007-02

(Federal Requirement – Board Policy)

SACOG provides information for public access through three channels: the Information Center staff, the SACOG library, and our electronic media. The library is primarily used by SACOG staff, but outside users may also view materials. Electronic media include SACOG's website and e-mail. The Information Center receives most of its data requests by telephone and e-mail, but occasionally users visit in person. Available information ranges from current estimates and forecasts of detailed demographics including population and employment, to detailed U.S. Census data on the region's population. SACOG's Information Center staff also provides references to sources of information available at other organizations.

Much of SACOG's information is available in both written and electronic format, for the convenience of the person requesting it. This year, SACOG staff will add new data summaries to the agencies web-based information center tools. The information is updated regularly as needed.

Overall Work Program Units and Goals (Continued)

This work will be performed by SACOG staff and by independent auditors.

Goals:

- a. Data summaries (Available upon request)
- b. Updated website (Available upon request)

3. TRANSPORTATION DEVELOPMENT ACT ADMINISTRATION

Project #13-007-03

(State Requirement)

As the Regional Transportation Planning Agency (RTPA) for 4 counties and 15 cities, SACOG provides the review and approval of claims submitted for authorized uses. As part of this process, SACOG prepares and releases Findings of Apportionments for Local Transportation Funds and State Transit Assistance funds.

SACOG conducts the annual unmet transit needs process with public hearings throughout the RTPA region regarding transit needs and supports the development of short-range transit plans to assist in defining unmet transit needs. Based on hearing results, SACOG performs analyses of transit needs to determine whether or not they are reasonable to meet using adopted SACOG criteria. Meetings are held with the Sutter, Yuba, Yolo, and Sacramento County Social Service Transportation Advisory Councils to receive input on the staff analysis. Findings and recommendations are then made to the SACOG Board.

SACOG is also responsible for providing necessary annual fiscal and triennial performance audits of all claimants. Performance audits of the operators and SACOG were last prepared in FY 2009-10 so a new cycle will be completed in FY 2012-13. This work will include the RFP process to engage consultants to perform the audits and the completion of the actual audits. This work will be performed by SACOG staff.

Goals:

- a. Approve claims and file documentation (Available upon request)
- b. Newspaper notices, fliers, and posters (November 2012)
- c. Minutes of Social Service Transportation Advisory Council Meetings (Available upon request)
- d. Fiscal and compliance audits of all claimants (January 2013)
- e. RFP for Performance Audits (October 2012)
- f. Performance Audits of SACOG and the required transit operators (June 2013)
- g. Minutes of Public Hearings (March 2013)
- h. Local Transportation Fund (LTF) Findings of Apportionment for FY 2013-14 (February 2013)
- i. Unmet Transit Needs Findings for each jurisdiction (April 2013)
- j. STA Findings of Apportionment for FY 2013-13 (Quarterly)

Overall Work Program Units and Goals (Continued)

6. 511/STARNET CAPITAL IMPROVEMENTS

Project #13-007-06

(Board Policy)

The SACOG 511/STARNET Capital Improvements project will continue to develop and deploy modules for the purpose of regional coordination and data collection and for providing traveler information. These activities will be coordinated with our regional partner agencies through the Intelligent Transportation Systems committee.

The work will be managed by SACOG staff and the programming will continue as part of the contract with Castle Rock Associates. It is anticipated that this work will reach conclusion in this 2013-14 budget cycle. The funds for this work have been fully encumbered as of the 2009-10 fiscal year.

Goals:

- a. Continued discussion of design and deployment options with partner agencies within the Intelligent Transportation Committee (Ongoing)
- b. Manage contract with Castle Rock Consultants (Ongoing)
- c. Continued interaction with partner agencies as modules are developed for specific individual applications. Review of Interface Control Documents (ICDs), Concept of Operations (ConOps) Testing, and Verification Plans (Ongoing)
- d. Develop Testing and Verification Plans for each delivered element (Ongoing)
- e. Identify future opportunities with additional partner agencies and within the design contract to best serve the needs of the public (Ongoing)
- f. STARNET and 511 website deployment for data input and display to the public (Ongoing)
- g. 511 telephone system incorporating real-time data as input by partner agencies in STARNET application (Ongoing)

7. TRANSPORTATION DEMAND MANAGEMENT

Project #13-007-07

(Board Policy – Local Agreement)

SACOG's Regional Transportation Demand Management (TDM) program promotes alternative mode use (carpooling, vanpooling, public transit, bicycling, walking, and telecommuting) for all types of trips and supports planning efforts that support those modes. SACOG provides region-wide Internet ride matching and alternative mode information through the 511 telephone number and website. Outreach is done primarily through Outreach Partners (transportation management agencies and public agencies that work directly with employers). The emphasis for FY 2012-13 will be on working with the TDM Task Force to market alternative modes through the 511 phone system and website. Staff support will be provided to the Task Force and its subcommittees, which will advise SACOG on the TDM program and on other related issues. SACOG will continue its role in planning and coordinating the Sacramento Regional *May Is Bike Month* campaign. For FY 2012-13, campaigns are planned throughout the year in addition to ongoing ride matching and TDM information services. Staff will also monitor memoranda of understanding with each of the transportation management associations that receive SACOG TDM outreach funds.

This work will be performed by SACOG staff and the local transportation management organizations.

Overall Work Program Units and Goals (Continued)

Goals:

- a. TDM Task Force meetings (Ongoing)
- b. Brochures and incentive items (Ongoing)
- c. Contract for rideshare database services (Ongoing)
- d. Contract for call center services (Ongoing)
- e. Coordinate regional behavior change campaigns such as *May Is Bike Month* (Ongoing)
- f. Wrap-up report for May Is Bike Month campaign (July 2013)
- g. Completion of parking and pricing Transportation Control Measure work elements in support of TDM program objectives (December 2012)

8. 511/STARNET OPERATIONS

Project #13-007-08

(Board Policy – Local Agreement)

Travelers in the Sacramento region and beyond are able to dial one easy-to-remember telephone number for complete, comprehensive traveler information: 511. 511 provides access to information about all modes of travel: traffic conditions for commuters, bus and light rail information for more than 20 transit agencies, paratransit services for the elderly and disabled, ridesharing information, and information on commuting by bike in both English and Spanish.

The Sacramento region, which includes El Dorado, Placer, Sacramento, Sutter, Yolo, and Yuba counties, is the primary area for this service; however, the number also links callers to 511 services in the Bay Area, Nevada, Oregon, and Butte and Glenn counties.

In fiscal year 2012-13, the 511 system is being expanded to provide “511–Roadside Assistance” services to additional providers of cellular service. This feature will allow access to the system through the use of cellular phones in the regions covered by the California Highway Patrol (CHP) Valley Division (Chico, Truckee, Sacramento, and Stockton communication centers).

In conjunction with the phone service, the website www.sacregion511.org helps users plan their daily commute, access transit providers, find a carpool partner, and learn about bicycling as a commute option. With the traffic information on this site, users can check their commute options and know the road before they go. In FY 2011-12, users began to be able to develop and save personal routes. Reporting along these routes can be scheduled based on route and time of day. Once behind the wheel, users can call 511 for traffic updates. If users have saved routes associated with their phone numbers, the system will inquire if they wish to hear updates on their personal routes or any other 511 option once our new telephone system is implemented in early 2012-13. Users can have alerts on their routes pushed to their e-mail accounts or other personal devices as part of the new feature set. 511 is a joint project between SACOG, Caltrans, and other partners. The main emphasis during FY 2012-2013 will be fine tuning both smart phone services and improved web services. New website features will include a commercial vehicle specific page, smart phone webpage and a low bandwidth webpage for the traffic and transit data. These efforts will be the cumulate the multi-year program to greatly improve the quality of information provided to the public via the 511 telephone and internet based systems. Features scheduled for this release include 200 more regional closed circuit televisions (snap shot and full streaming video), display of Caltrans lane closure and chain control data, weather information, transit real-time location and arrival time

Overall Work Program Units and Goals (Continued)

prediction information and additional transit providers static information. The 511 program should begin the Maintenance and Operation phase at the end of the 2012-13 fiscal year. Staff will also provide regular updates to our region's Geographic Information System street map that serves as background for both public and private sector traveler information efforts.

This work will be performed by SACOG staff.

Goals:

- a. 511 phone services (Ongoing)
- b. 511 website services (Ongoing)

9. 511 AUTOMATED TRANSIT TRIP PLANNING

Project #13-007-09

(Board Policy – Local Agreement)

This project is administering a regional Google Transit database for eleven transit operators in the Sacramento Region. The Sacramento Regional Transit District (SRTD) is managing the project with SACOG oversight and a performance-based funding agreement. The agreement will fund SRTD based upon delivery of information and successful implementation of each transit operator into the Google Transit database. SRTD is also maintaining relationships with each transit operator to maintain a stops manager database that will allow for updates to Google Transit as service changes are made by each transit operator.

As the program transitions to the Region's smaller providers, SACOG staff will take a larger role in the development of the GTFS files.

This work will be performed by SACOG staff and by SRTD staff.

Goals:

- a. Staff support for database development, training, and technical assistance (Ongoing)
- b. ***Current bus/light rail information in Google Transit (Ongoing)***

10. SACRAMENTO EMERGENCY CLEAN AIR AND TRANSPORTATION (SECAT) PROGRAM

Project #13-007-10

(State Requirement)

SECAT funding through Traffic Congestion Relief Program has been exhausted and CMAQ funds have been programmed to SACOG for the continued SECAT program. SACOG will work with the Sacramento Metropolitan Air Quality Management District (SMAQMD) to award funding to regional truck operators and administer the program.

This work will be performed by SMAQMD staff and SACOG staff.

Goals:

- a. Review and authorize SECAT recipient contracts (Ongoing)
- b. Accounting and related activities for the CMAQ funds and contract awards (Ongoing)

Overall Work Program Units and Goals (Continued)

12. SACRAMENTO COUNTY TRANSIT TECHNICAL ASSISTANCE

Project #13-007-12

(Local Agreement)

Previously, the Sacramento County Department of Transportation requested that SACOG provide transit technical assistance to the county for the management and operation of the transit programs in southern and eastern Sacramento County. The services provided under this agreement are at a level above and beyond those normally provided by SACOG in its ongoing work with the region's transit operators. The scope of services may include the full range of transit management and administrative service required for the operation of a transit program, including grants management, contract and service monitoring, purchase of equipment and other related activities. This work is performed and paid for on an as-needed basis. Currently, there is not a contract or agreement with Sacramento County for these services.

This work will be performed by SACOG staff.

Goals:

No revenue is already secured, but potential work activities may develop through coordination with Sacramento County that is based on a menu of services in the technical assistance services agreement.

13. SUSTAINABILITY AND CLIMATE ACTION PLANNING ASSISTANCE

Project #13-007-13

(State and Federal Requirements)

This project supports a number of climate change efforts at SACOG and around the region. The climate change and sustainability projects that are acted upon by the Land Use & Air Quality Committee will be supported. Staff will continue the coordination with the member agencies, local air districts, California Air Resources Board (CARB), and other stakeholders toward the development of AB32 and SB 375 implementation projects. This project will have limited resources but will strive to provide as much coordination and support as possible to ongoing and new efforts to address climate change and sustainability.

This work will be performed by SACOG staff.

Goals:

- a. Participate in the regional climate change meetings (Summaries available upon request)

14. INTEGRATED BASEMAP PROGRAM

Project #13-007-14

(State and Federal Requirements)

This project produces a regional Geographic Information Services (GIS) street and address file, a new housing construction and demolition permit database, and other regional layers that make up SACOG's portion of the Regional Integrated Basemap used by many of our members. Staff are members on two formal GIS Cooperative groups in Sacramento and Yolo counties and work with members in El Dorado, Placer, Sutter, and Yuba counties to collect and standardize street and address information for our quarterly published file. The Regional Street and Address file is used by public safety agencies for local dispatch and regional emergency notification systems. The file also supports 511 operations and planning throughout the region.

Overall Work Program Units and Goals (Continued)

This year, staff will be continuing work with our members to designate more basemap layers that SACOG that can be cooperatively maintained to efficiently compile the region's basemap.

This work will be performed by SACOG staff and by a consultant for metro study housing data.

Goals:

- a. Quarterly Publications of the Regional Street Address File (Available upon request)

17. I-PLACE³S TRAINING FOR MARICOPA ASSOCIATION OF GOVERNMENTS

Project #13-007-17

(Local Agreement)

SACOG will provide technical assistance in the use of the I-PLACE³S land use model for a Sustainable Transportation and Land Use Study by the Maricopa Association of Governments. SACOG will be a sub-consultant to ARUP, the lead consultant for the project. The project started in FY 2010-2011 and will be completed this year. SACOG will provide strategic advice and feedback about the overall modeling approach and the interface between I-PLACE³S and any other modeling software used in the project.

The tasks include: a) at the outset of the project helping MAG frame future efforts to better integrate land use and transportation; b) providing review and feedback on the development of alternative strategies; c) providing guidance and skill building on I-PLACE³S application; and d) review and feedback during the final strategy development.

This work will be performed by SACOG staff.

Goals:

- a. Status Report (June 2013)

18. CAPITAL AREA PLUG-IN ELECTRIC VEHICLE PLANNING

Project # 13-007-18

(Board Policy and Local Agreement)

This is a multi-year grant for \$200,000 through the California Energy Commission (CEC), with Valley Vision providing a 20% match, for a total of \$250,000. This project will begin planning for the infrastructure needed to support plug-in electric vehicles (PEVs) in the region. Surveying what other local, regional, and state governments are doing around the country will provide a base set of information that can be used to inform the process in the Sacramento region. From this effort, a set of model policies and strategies will be drafted that addresses the unique PEV challenges of the region, including siting and pricing of public PEV infrastructure, infrastructure for multi-family dwelling units, retro-fitting existing buildings for PEVs, and building new development with PEVs in mind. In order to disseminate the findings from the project, staff will conduct workshops and individual meetings with local staff, elected officials, private business, and the general public.

This work will be performed by SACOG staff.

Overall Work Program Units and Goals (Continued)

Goals:

- a. Meetings of a Regional PEV Coordinating Council (monthly beginning October 2011)
- b. Regional Best Management Practices Guide (June 2012)
- b. Draft model ordinance and permit streamlining (June 2012)
- c. First responder training (January 2013)
- d. Public PEV planning report (December 2013)

19. CALIFORNIA PLUG-IN ELECTRIC VEHICLE COLLABORATIVE

Project # 13-007-19

(Board Policy and Local Agreement)

This is a one-year grant for \$75,000 through the Department of Energy (DOE), Sacramento Municipal Utility District (SMUD), and the South Coast Air Quality Management District. In order to best prepare the region for plug-in electric vehicles (PEVs), a robust library of information needs to be collected and analyzed to begin framing policies for an efficient infrastructure network. Surveying what other local, regional, and state governments are doing around the country will provide a base set of information that can be used to inform the process in the Sacramento region. From this effort, a set of model policies and strategies will be drafted that addresses the unique PEV challenges of the region, including siting and pricing of public PEV infrastructure, infrastructure for multi-family dwelling units, retro-fitting existing buildings for PEVs, and building new development with PEVs in mind.

This work will be performed by SACOG staff and by the City of Sacramento to document its online permitting application.

Goals:

- a. Regional planner meetings
- b. Regional Best Management Practices Guide (December 2012)

20. SACRAMENTO COUNTY PLUG-IN ELECTRIC VEHICLE PLANNING

Project # 13-007-20

(Board Policy and Local Agreement)

This is a three year grant for \$500,000 through the Department of Energy (DOE) and Sacramento Municipal Utility District (SMUD). This project, focusing entirely on Sacramento County, will begin planning for the infrastructure needed to support plug-in electric vehicles (PEVs) in the region. Surveying what other local, regional, and state governments are doing around the country will provide a base set of information that can be used to inform the process in the Sacramento region. From this effort, a set of model policies and strategies will be drafted that addresses the unique PEV challenges of the region, including siting and pricing of public PEV infrastructure, infrastructure for multi-family dwelling units, retro-fitting existing buildings for PEVs, and building new development with PEVs in mind. In order to disseminate the findings from the project, staff will conduct workshops and individual meetings with local staff, elected officials, private business, and the general public. The project will lead the way for the rest of the region in regard to PEV infrastructure planning, creating a regional best management practices that will help guide the process for the rest of the region.

This work will be performed by SACOG staff.

Overall Work Program Units and Goals

(Continued)

Goals:

- a. Review existing PEV related policies (June 2012)
- b. Regional Best Management Practices Guide (June 2012)
- c. PEV stakeholder workshops (As needed)
- b. Draft model ordinance and permit streamlining (June 2012)
- c. First responder training (January 2013)
- d. Public PEV planning report (December 2013)

Overall Work Program Units and Goals (Continued)

ELEMENT 13-008: PASS-THROUGH TO OTHER AGENCIES—\$3,182,123

Objective: To record grants awarded to partner agencies as subrecipients to SACOG.

Discussion: This element identifies those grants that are awarded to transportation partners but must flow through SACOG as the Regional Transportation Planning Agency for the region. SACOG exercises limited administrative duties, such as progress reporting and financial reimbursement on behalf of the grantee; however, the grantee has responsibility for managing the tasks associated with the grant.

Projects:

8. REGIONAL TRANSIT COMPREHENSIVE OPERATIONAL ANALYSIS *Project #13-008-08* (Board Policy – Local Agreement)

In 2010, Sacramento Regional Transit District (RT) was awarded a Caltrans discretionary grant for a Comprehensive Operational Analysis (COA). Due to the dramatic loss of operating revenues that accompanied the downturn in the economy, RT significantly reduced revenue service in June 2010. This turn of events provides RT with an opportunity to reevaluate the way it currently provides service and look for ways to make it more effective and efficient, as well as planning for how to best reinstate service hours as funds become available for expansion. The COA includes a technical analysis of current service, demographics, and ridership and commute patterns, and looks at future transit needs. The technical analysis is supported with significant community input on the short-term service needs and preference for service options. The COA will guide RT management and policy leaders to better meet the transit needs in the RT region and lay the groundwork for the long-term implementation of the TransitAction Plan.

The COA will have a Phase I Short-Term Service Plan (5 years) and a Phase II Long-Term Service Plan that matches the TransitAction Plan horizon (10 years).

This work will be performed by RT staff and consultants. The *Goals* and schedule related to the grant are shown below.

Goals:

- a. Data Collection and Analysis (Winter/Spring 2011) – *Completed*
- b. Market Demand Assessment (Summer 2011) – *Completed*
- c. Service Analysis and Service Standards Review (Summer/Fall 2011) – *Completed*
- d. Framework and Guiding Principles (Fall 2011) – *Completed*
- e. Short and Long Term Service Plans (Winter 2011/2012) – *Completed*
- f. Preferred Service Plan (Spring 2012)
- g. Public and Stakeholder Involvement (Ongoing throughout study)

Overall Work Program Units and Goals (Continued)

The foregoing goals will be completed in FY 2011-12. If RT exercises its option for Phase 2 tasks, the consultant will develop a plan to accomplish the level-of-service goals stated in the TransitAction Plan based on a 2035 planning horizon. This is beyond the scope of the current grant.

Potential Goals:

- a. Develop new routes as part of the newly designed route network (TBD)
- b. Develop capital, operational, and implementation plans for new routes (TBD)
- c. Update the assumptions of the financial model (TBD)
- d. Prepare a Service Plan (TBD)

9. AMERICAN RIVER CROSSINGS ALTERNATIVES STUDY

Project # 13-008-09

(State and Federal Requirements and Local Agreement)

This project will analyze potential crossings of the American River as called for in the Sacramento 2030 General Plan, the SACOG Regional Blueprint and the adopted Metropolitan Transportation Plan to relieve congestion on I-5 caused by limited options for local traffic to utilize local streets to connect employee-rich neighborhoods north of the river with the jobs-rich central core.

This work will be performed by City of Sacramento staff and outside consultants and is funded by a Caltrans Partnership Planning grant.

Goals:

- a. Finalize scope; draft a comprehensive request for proposals; distribute RFP; conduct a pre-proposal workshop; score and rank proposals; interview top candidates; select a preferred consultant team; perform final contract negotiations; and enter into a Professional Services Agreement (Work to be started in second quarter of 2011/2012)
- b. Establish a project management team and project advisory committee (Work to be started in the third quarter of 2011/13)
- c. Develop a Purpose and Need Statement; define a defensible study area; and identify logical crossing termini (Work to be started in fourth quarter of 2012/2013)
- d. Coordinate and facilitate stakeholder meetings; coordinate and facilitate stakeholder site visits; schedule, prepare, advertise and conduct public workshops to share project objectives and results with the general public and to gather public input; develop analysis summaries; develop PowerPoint presentations for City Council workshop and final adoption; conduct early informal outreach to regulatory agencies (Ongoing activity starting in third quarter of 2012/2013 through project completion)
- e. Perform GIS mapping of physical, environmental, and neighborhood constraints to inform the determination of feasible bridge locations; select and map potential bridge locations and types based upon the opportunities and constraints analysis as well as the stakeholder input and the Purpose and Need Statement (Work to be started in first quarter of 2012/2013)
- f. Conduct a screen line analysis of river crossing travel demand within the study area to evaluate performance measures; prepare planning level cost estimates for each of the potential bridge crossing locations and cross section alternatives; develop a set of performance measure evaluation criteria based upon the Purpose and Need Statement, well-established community

Overall Work Program Units and Goals (Continued)

- values, and stakeholder input; apply the evaluation criteria to the feasible crossing alternatives to objectively evaluate the options (Work to be started in second quarter of 2012/2013)
- g. Document and summarize all previous technical analysis including a recommendation for subsequent steps for leading alternatives; prepare draft and final plan and a concise summary of the Final Report for general distribution (Work to be started in the second quarter of 2012/2013)
 - h. Draft Report (January 2013); Final Report and Executive Summary (March 2013)

10. UNITRANS INTELLIGENT TRANSPORTATION SYSTEM (ITS) PROJECT *Project #13-008-10* (California Transportation Commission Allocated Funding)

The California Transportation Commission grant funded Intelligent Transportation System (ITS) Project will provide implementation of the third/final phase of the Unitrans ITS project. The first phase of the Unitrans ITS Project, which was completed in 2007-08, included installation of infrared emitters on each bus that requests extension of the green phase for three intersections on the U.C. Davis campus. The second phase completed in 2009-10, included installation of a GPS-based automatic vehicle location system that provides automatic passenger counters on each bus.

Project goals include the following:

- Improve schedule adherence for Unitrans buses and reduce transit vehicle emissions.
- Provide access to the gated portions of the U.C. Davis campus for Unitrans and Yolobus vehicles.
- Provide local matching funds for the completion of the construction of the interactive transit information kiosk at the Davis Intermodal Station to provide real time bus arrival times and other passenger information to riders transferring between Amtrak operated trains and Unitrans, Davis Community Transit and Yolobus services. The kiosk is federally funded by a Federal transit Administration grant that requires a local matching source to begin the project.

This work will be performed by Unitrans staff, with assistance from third-party contractor(s) for installation of equipment.

The third /final phase includes the following *Goals*.

Goals:

- a. GPS emitters for each bus to coordinate with traffic signals to improve on time performance (November 2012). The following tasks will be performed to achieve this milestone:
 - 1. Develop final scope of work for the emitter equipment (May 2012)
 - 2. Advertise for procurement of emitters and related equipment (June 2012 through July 2012)
 - 3. Award contract for emitters and related equipment (July 2012)
 - 4. Install emitters and related equipment (August 2012 through September 2012)
 - 5. Finalize testing and close-out contract (October 2012 through November 2012)

Overall Work Program Units and Goals (Continued)

- b. The installation of GPS/Infrared phase selectors for intersections on the U.C. Davis campus and the City of Davis (February 2013). The following tasks will be performed to achieve this milestone:
 - 1. Develop final scope of work for the phase selector and other related intersection equipment (May 2012)
 - 2. Advertise for procurement of phase selectors and related equipment (June 2012 through July 2012)
 - 3. Award contract for phase selectors and related equipment (July 2012)
 - 4. Advertise for procurement of phase selector contractor installation services (July 2012)
 - 5. Award contract for phase selector installation services (August 2012)
 - 6. Install emitters and related equipment (September 2012 through November 2012)
 - 7. Finalize testing and close-out contract (December 2012 through February 2013)
- c. Implementation of an interactive transit information kiosk at the Davis Intermodal Station (April 2013). The following tasks will be performed to achieve this milestone:
 - 1. Develop final scope of work for the kiosk and other related equipment (March 2012)
 - 2. Advertise for procurement of kiosk and related equipment (April 2012 through June 2012)
 - 3. Award contract for kiosk and related equipment (July 2012)
 - 4. Advertise for procurement of kiosk contractor installation services (August 2012)
 - 5. Award contract for kiosk installation services (September 2012)
 - 6. Receive delivery of kiosk (October 2012)
 - 7. Install kiosk and related equipment (November 2012 through December 2012)

11. SACOG MANAGED FUND PROJECTS

Project #13-008-11

(Board Policy - Local Agreement)

Local agencies were awarded SACOG Managed Funds by the Board, to study, design, and or construct specific projects as part of the Regional Programming Rounds. As an agency completes specific project tasks as outlined in the project MOU, SACOG reimburses the expenses. There are currently 18 active projects.

This work will be performed by local agency staff and or consultants.

Goals:

- a. Tasks are per the project-specific MOU between the local agency and SACOG

Overall Work Program Units and Goals (Continued)

ELEMENT 13-009: MISCELLANEOUS OTHER FUNDING—\$9,040,994

Objective: To add required projects to the OWP which are funded and executed by partner agencies.

Discussion: Partner agencies receive certain funding from FTA for projects within their district. However, federal regulations require that SACOG carry these authorized projects in its OWP in order to meet the funding guidelines. These are projects over which SACOG has no authority except as the Regional Transportation Planning Agency for the region.

Projects:

1. UNITRANS – CNG FUELING FACILITY STUDY

Project #13-009-01

Unitrans completed its compressed natural gas fueling facility in 1996. This important facility provides primary fueling for Unitrans' fleet of almost 40 buses, as well as secondary/back-up fueling for Yolobus, Davis Community Transit, and U.C. Davis Fleet Services. A difficulty with the current facility is that it uses two of the only three Pignone Nuovo natural gas compressors in North America, and parts are becoming difficult to obtain. In fact, Unitrans maintenance staff has had to custom manufacture normal-wear parts, as well as major components, for these two compressors in order to keep the fueling facility online. As such, Unitrans is seeking professional advice from a natural gas fueling facility expert on methods to ensure continued long-term CNG capacity for Unitrans and its partners.

The start date for this project is unknown as this study currently does not have a source of funding. However, once funding is identified, Unitrans staff anticipates this project will take less than one year to complete.

This work will be performed by outside consultants.

Goals:

- a. Project initiation and scoping meeting (Spring 2012)
- b. Publish RFP and award contract (Summer 2012)
- c. Begin study (September 2012)
- d. Publish Recommendations Report (June 2013)

3. UNITRANS – PARKING LOT STUDY FOR DOWNTOWN DAVIS

Project #13-009-03

The city of Davis has a vibrant downtown, within close proximity of the U.C. Davis campus. Travelers within the area, as well as those that travel to and from the area, are blessed with a relatively wide range of travel modes, including high-intensity Unitrans fixed route bus service, Amtrak trains, intercity and regional bus (Amtrak Thruway, Yolobus, Fairfield-Suisun Transit), extensive bicycling facilities and use, regional and local paratransit services, and a high degree of pedestrian travel. However, the interaction of these modes, capacity constraints, and access are often in conflict as the city and campus continue to expand. This study will address these conflicts and will attempt to ascertain the need for a long-term parking facility in the downtown area.

Overall Work Program Units and Goals (Continued)

Specifically, the study will detail the parking shortcomings in the downtown area, develop and review a list of potential parking facility sites, review the potential environmental impacts at each site, choose a locally-preferred site, and determine the funding that would be available from the various stakeholders (transit operators, redevelopment agency, city, etc.).

This work will be performed by outside consultants.

Goals:

- a. Project initiation and scoping meeting (Spring 2012)
- b. Publish RFP and award contract (Summer 2012)
- c. Begin study (September 2012)
- d. Publish Recommendations Report (June 2013)

4. SACRAMENTO REGIONAL TRANSIT DISTRICT DOWNTOWN-NATOMAS- AIRPORT RAIL PROJECT

Project #13-009-04

(Federal Requirement)

The transitional analysis for the Green Line to the Airport has been completed. The scope of the next phase of work to be conducted by Sacramento Regional Transit District (RT) will be defined through further discussions between SACOG and RT.

Goals:

- a. Continued development of technical and environmental analysis work on the Downtown-Natomas-Airport rail project. The final scope of work, Goals will be developed by April 1, 2012.

5. DOWNTOWN/RIVERFRONT TRANSIT ALTERNATIVES ANALYSIS

Project #13-009-05

(Federal Requirement)

This analysis is being conducted through a cooperative effort among the cities of Sacramento and West Sacramento. The Sacramento Regional Transit District and the Yolo County Transportation District will conform with the Federal Transit Administration Small Starts guidelines in considering the public transportation needs within the corridor, defining and evaluating alternatives, selecting a locally preferred alternative, and conducting environmental review under NEPA and CEQA. The project will build on work previously conducted, offering both cost and time savings.

The first step in the process is the completion of an Alternatives Analysis (AA) in compliance with FTA New Starts/Small Starts Guidance and selection of a Locally Preferred Alternative (LPA) for the Downtown/Riverfront transit connection. Following the selection of the LPA, environmental review as required will be completed with the anticipated products being an Environmental Assessment (EA) under NEPA and identification of any additional work required to meet state and federal environmental requirements.

This work will be performed by a combination of consultants and the staffs of the cities of Sacramento and West Sacramento, the Sacramento Regional Transit District, and the Yolo County Transportation District.

Overall Work Program Units and Goals (Continued)

Task 1 – Project Management/Study Initiation

This task includes a startup meeting with FTA staff, appointing a project manager and agency to coordinate and guide the project, establishing a technical advisory committee (TAC), preparing and issuing a Request for Proposal for professional consulting services; and selecting a consulting team in accordance with FTA Procurement guidelines.

Task 1 – Goals:

- a. Project Management Plan, including a refined work scope, schedules, and budgets, and a table of deliverables, and assigned roles and responsibilities for each agency (April 2012)
- b. Revised MOU and other agreements among the four agencies, including reimbursement and force account provisions (May 2012)
- c. Document List (May 2012)
- d. Draft project schedule (May 2012)
- e. Draft Purpose and Need Statement for FTA review of the project (July 2012)
- f. Request for Proposals for professional consulting services. (May 2012)
- g. Approved contract with a qualified consulting team (July 2012)

Task 2 – Data Collection and Project Understanding

Quantitative and qualitative descriptions of existing and future conditions in the Study Area will be accomplished in this task. The team should be able to rely on those previous efforts and save time and expense in this phase of work. The management team will work with the consultant to refine the scope, schedule, and budget.

Task 2 – Goals:

- a. Refined Scope, Schedule and Budget (July 2012)
- b. Calendar or schedule of meetings of the TAC and Policy Steering Committee (PSC) for review of progress, and with FTA for oversight. (July 2012)
- c. Final study area map (August 2012)
- d. Narrative and quantitative description of existing conditions (September 2012)

Task 3 – Public Involvement

The AA and NEPA processes will continue the public involvement efforts that were established during the previous Feasibility Study, Preliminary Engineering and EIR, and Sacramento Streetcar Planning Study (SPS). Special outreach efforts for each neighborhood in the project area and for targeted interest groups including transit riders, bicycle and pedestrian organizations, the disabled community, minority groups, elderly and youth representatives, business groups, neighborhood organizations, and tourist organizations.

Task 3 – Goals:

- a. List of interest groups and individuals (August 2012)
- b. Public outreach, education, and Involvement plan (August 2012)
- c. Meeting agendas and minutes (Ongoing)

Overall Work Program Units and Goals (Continued)

Task 4 – Purpose & Need Statement and Evaluation Criteria

The consultants and project staff will devise a Purpose and Need statement based on the statements used for the Sacramento SPS, the Feasibility Study, subsequent engineering and environmental documents, and public input. Evaluation criteria will be derived from the Need and Purpose statement and from FTA Project Justification criteria.

Task 4 – Goals:

- a. A final Purpose and Need statement. (September 2012)
- b. A project initiation package for FTA that summarizes the Purpose and Need for the project and the evaluation criteria and indicators for each criterion (October 2012)

Task 5 – Alternatives Identification and Evaluation

Building on previous work, a list of alignment and modal alternatives will be developed and screened to a short list of viable alternatives. Alternatives will be developed to meet the purpose and need for the project, and the team will review the selected transit alternatives and evaluation methods and results with the TAC, the public and advisory groups. The culmination of the process is a trade-off analysis that highlights the key differences among the alternatives across all performance measures.

Task 5 – Goals:

- a. Final description of alternatives including operating scenarios (January 2013)
- b. Summary of screening process and results (February 2013)
- c. Evaluation Report and Recommendation for Locally Preferred Alternative (March 2013)

Task 6 – Conceptual Engineering, Cost Estimates and Operational Analysis

Conceptual engineering and costs will be updated for concepts previously analyzed and newly developed alternatives, and alternative operating scenarios will be considered. Operational feasibility will be evaluated in the context of RT's existing, near-term (next 5 to 10 years) and long-term (10 to 20+ years) expansion plans. An assessment of the pros and cons of relocating the Blue Line from K Street to H Street will also be conducted. The evaluation will be conducted in close coordination with RT staff.

Task 6 – Goals:

- a. Conceptual Engineering Plans (May 2013)
- b. Draft Technical Methodology Reports (May 2013)
 - Capital Costs
 - O&M Costs
 - Operational Analysis
- c. Draft Technical Result Reports (May 2013)
 - Capital Cost Estimates
 - O&M Cost Estimates
 - Operations Report

Overall Work Program Units and Goals (Continued)

Task 7 – Mobility Improvements and Operating Efficiencies

The purpose of this task is to assess the transportation and operational benefits and impacts of each alternative. The technical analysis will conform to FTA guidance on modeling, and provide ridership forecasts and comparison of operating efficiencies.

Task 7 – Goals:

- a. Comparison and Selection of Travel Forecast Model (local (SACMET or SACSIM) vs. national)
- b. Technical Methodology Report on travel modeling and operating scenarios (April 2013)
- c. Report on Current Year and Horizon Year forecasts, including sub-groups, with scoring results for mobility improvements per FTA (April 2013)
- d. Report on Operating Scenarios and affected transit elements, with scoring results for FTA place miles (April 2013)

Task 8 – Economic Development, Land Use, Environmental, and Other Benefits

The economic development effects of the project will be enumerated, including transit supportive policies, station area character, housing, job development, and other factors. The intent is to quantify the potential economic growth effects of the project and overall economic benefit.

Task 8 – Goals:

- a. Report on economic benefits and the associated rankings per FTA criteria, and local criteria (May 2013)
- b. Report on environmental benefits and their economic value (May 2013)
- c. Report on assessment of the land use components and FTA ratings (May 2013)

Task 9 – Cost Effectiveness Evaluation

Following the FTA guidance, the proposed cost per trip for the project will be prepared and documented. Additional betterments to the cost effectiveness calculation (e.g., LEED status) will be assessed for consideration.

Task 9 – Goals:

- a. Documentation of capital and O&M costs and cost effectiveness calculation as defined in the Small Starts Guidance (June 2013)

Task 10 – Funding and Operational Plans

The project will develop a funding plan which identifies options for funding the capital and operating costs of the preferred project. In concert with funding is the determination of the business model associated with the streetcar operation, the operational entity, and the governance of that entity. This task will also assess and document the financial capability of the project sponsors.

Task 10 – Goals:

- a. Funding Plan that identifies potential local, state, federal, and private funding sources (June 2013)
- b. Business outline, operating entity considerations, and governance recommendations (June 2013)

Overall Work Program Units and Goals (Continued)

Task 11 – Documentation and FTA Review

The project will be documented, with the process and outcomes of the study presented in a draft and final Alternatives Analysis summary report, following the FTA guidance.

Task 11 – Goals:

- a. Draft Alternatives Analysis report (July 2013)
- b. Final Alternatives Analysis reports (August 2013)
- c. “Entry into Project Development Phase” documentation (August 2013)

Task 12 – Environmental Scoping

The FTA guidance based on the proposed New Starts/Small Starts Guidance dated 1/24/2012 does not call for a full environmental assessment – only the benefits identified in Task 8. Environmental scoping will be conducted to identify the key areas and potential impacts (e.g., Tower Bridge/SHPO, Traffic, Other Air Quality, Cultural, Noise, etc.). The consultant will advise on the need for additional environmental documentation.

Task 12 – Goals:

- a. Environmental Scoping Report and Recommendations (November 2013)

6. GREEN LINE PLANNING (Federal Requirement)

Project #13-009-06

This analysis is being conducted by the Sacramento Regional Transit District and will conform with the Federal Transit Administration/Environmental Protection Agency guidelines for conducting environmental review under NEPA. A Locally preferred Alternative (LPA) was selected in December 2003 consisting of a light rail extension from downtown Sacramento across the American River and along Truxel Boulevard to North Natomas and then to the Sacramento International Airport.

An Administrative Draft Environmental Impact Statement/Report (ADEIS/R) was completed by the Sacramento Regional Transit District (RT) in 2007. The corridor was environmentally cleared at the *Program-Level* for CEQA by the RT Board in April 2008. The decision was made to move Phase 1 of the project from Downtown Sacramento to Richards Boulevard forward utilizing local funding and a *Project-Level* CEQA clearance occurred in 2009; that project is now completing construction and will open for service in the spring of 2012.

In November 2010, a Transitional Analysis (TA) was completed for Phases 2 and 3 of the Green Line. Based on community and agency input, a number of conceptual design refinements were developed for the Green Line LPA. Operating scenarios, vehicle-type assessments and resulting updated operating and maintenance costs were also prepared. The TA also updated the travel forecasts (using a previously-adopted land use forecast for the region) as well as cost effectiveness calculations. An assessment of the environmental requirements was also prepared. This effort will be to build upon the enhancements identified in the TA and complete the project-level DEIS/R for the LPA for the corridor and have that document released to the public for review and comment.

Overall Work Program Units and Goals (Continued)

This work will be performed by a combination of consultants and the staff of Regional Transit with coordination with the city of Sacramento and Sacramento County.

Task 1 – Project Start-Up/Study Initiation

This task includes a startup meeting with FTA staff, appointing a project manager and agency to coordinate and guide the project, establishing a policy advisory committee (PAC) and technical advisory committee (TAC), preparing and issuing a Request for Proposal for professional consulting services; and selecting a consulting team in accordance with FTA Procurement guidelines.

Task 1 – Goals:

- a. Project management plan, including a refined work scope, schedules, and management plan, and budgets; a table of deliverables, and assigned staff roles and responsibilities (June 2012)
- b. Draft project schedule (July 2012)
- c. RT Board approval of release request for proposals for professional consulting services (July 2012)
- d. Approved contract with a qualified consulting team (September 2012)

Task 2 – Ongoing Project Management

Task will entail ongoing coordination meetings with the PAC, TAC, city and county staff and councils, FTA, and the RT Board. Task will also entail ongoing project management including consultant project management, invoicing, etc., and RT reporting requirements to FTA.

Task 2 – Goals:

- a. Consultant project management plan, including a refined work scope, schedules, and task-level budgets; a refined table of deliverables; and assigned roles and responsibilities (September 2012)
- b. Consultant project invoices, progress reports, etc. (Ongoing beginning in October 2012 through completion in October 2014)
- c. Minutes of meetings with PAC, TAC and councils and boards (Ongoing beginning in October 2012 through completion in June 2014)

Task 3 – Prepare Draft EIS/EIR

This task will entail the preparation of the draft EIS/R for the Green Line. It will entail reviewing the ADEIS/R and identifying the “changed conditions,” preparation, and publishing of NOI/NOP for EIS/R, and scoping. Task will entail technical studies and preparation of an updated ADEIS/R, for review(s) with FTA. Preparation of a DEIS/R will be completed. Release of the DEIS/R and filing the Notice of Availability in the Federal Register. Receipt of comments will then occur. Based on the comments received, a “Next Steps” will be prepared identifying the key issues/actions necessary when the preparation of the Final EIS/R occurs (not a part of this SOW).

Task 3 – Goals:

- a. Publish NOI/NOP (November 2012)
- b. Notice, undertake, and document scoping (January 2013)
- c. Conduct various technical studies and prepare the necessary technical/engineering documentation for inclusion in the DEIS/R (October 2012 through July 2013)

Overall Work Program Units and Goals (Continued)

- d. Prepare ADEIS/R and review with FTA (August 2013)
- e. Prepare DEIS/R and release for public review and comment (October 2013)
- f. Summarize comments received on DEIS/R and document next steps (February 2014)

Task 4 – Communications and Community Outreach

Communications and community outreach will be conducted in coordination with Task 3 scoping. The goal will be to focus on the affected communities, environmental justice populations, decision-makers, and keeping the public informed of the project and progress while obtaining their input on the LPA concept and design development. An initial Community Outreach Strategy will be prepared and reviewed/updated as appropriate. This effort will entail arranging, coordinating, attending, participating in, and documenting the results/outcomes of a variety of public forums, workshops and hearings. Several “Summary Report(s)” will be prepared that will document how the public input has been accounted for in the refinement of the LPA.

Task 4 – Goals:

- a. Preparation of a Community Outreach Strategy document and updates (September 2012)
- b. Documentation of various community meetings, forums, workshops and hearings (Ongoing beginning in October 2012 through June 2014)
- c. Preparation of “summaries” documenting the input received and how it has been incorporated into the design development (January 2013 through July 2014)

Task 5 – Prepare Advanced Conceptual Design of the LPA

The consultant will be responsible for preparing the advanced conceptual engineering for the Green Line project. The goal of advancing the conceptual engineering is to provide a better definition of the alternative(s) for the environmental document preparation, cost estimates and determination of any significant design issues that could substantially affect the clearance or implementation of the project. As a point of comparison, the level of effort is assumed to be an approximate “20 percent to 30 percent” level of design. The consultant will work in close coordination with RT engineering and other applicable departments during this effort. For areas that are identified as having potentially greater environmental impact (e.g., the crossing of the American River), the conceptual engineering will be advanced to a preliminary engineering level sufficient to identify potential impacts and mitigation strategies to reduce the impacts. Constructability assessments and value engineering will also be prepared as part of this task effort.

Task 5 – Goals:

- a. Mapping and survey controls of the alignment (October 2012)
- b. Geotechnical investigations as appropriate for this level of effort (October 2012 through January 2013)
- c. Horizontal and vertical track layouts, as well as OCS and substations (July 2013)
- d. Roadway design as applicable (July 2013)
- e. Select station and park & ride lot layout refinements (July 2013)
- f. Operational and signaling analysis for single track (July 2013)
- g. Refinement of maintenance facility concept (August 2013)
- h. Sacramento International Airport station refinements (August 2013)

Overall Work Program Units and Goals (Continued)

Task 6 – Prepare Several Rail-Related Technical Studies

Technical studies analyzing several areas of potential opportunities will be prepared and the results documented. The impact and opportunity for “European tram” vehicles on the RT system will be prepared. An analysis of the downtown train crossings with additional service will be prepared. Rail interlining of the Green Line to the Gold and/or Blue Line will be assessed.

Task 6 – Goals:

- a. Documentation of the technical assessment of the impact of proposed “European trams” on the RT operations, maintenance, long-term applicability, etc. (January 2013)
- b. Documentation of the downtown train crossings effects with the proposed service (April 2013)
- c. Documentation of the “rail interlining” options/effects (January 2013 through July 2013)

Task 7 – Prepare Requisite Information and Assessments Necessary for the New Starts Process to Determine the New Starts

The intent of this Green Line effort is to advance one or more segments of the Green Line to the Airport LPA into the federal process by seeking FTA approval for entry into the next phase of project development. The applicable FTA New Starts guidance in effect at either the beginning of this phase or at a point mutually agreed to with FTA will be used to develop the necessary New Starts assessment. The results will be documented.

Task 7 – Goals:

- a. Document applicable New Starts criteria (By January 2014)
- b. Prepare New Starts assessment documentation (By March 2014)

Task 8 – Prepare Project Management Plan (PMP)

A PMP will be prepared that will include the staff organization, document control procedures, contracting plans, contingency plans, QA/QC procedures, and other sections as appropriate/if necessary based on discussions with FTA and direction. A draft PMP will be submitted to FTA for review and comment and documentation of comments received and actions taken will be prepared. A final PMP will be prepared and submitted.

Task 8 – Goals:

- a. Administrative draft project management plan (March 2013)
- b. Draft PMP (May 2013)
- c. Documentation of FTA/other comments and actions responding (August 2013)
- d. Final PMP (October 2013)

Task 9 –Release Draft EIS/R and Receive Comments

A request to release the DEIS/R will be prepared and discussed/reviewed with FTA. Once FTA concurrence is received, the DEIS/R will be formally released (Federal Register and State Clearinghouse) and copies made available for public comment and review (web, libraries, etc.). Upon closing of the review period, the comments received will be reviewed and summarized. The “Next Steps” will be prepared based on the comments received and the issues potentially requiring addressing, further information, etc. documented. This is not a “Response to Comments” effort.

Overall Work Program Units and Goals (Continued)

Task 9 – Goals:

- a.** Documentation of FTA Concurrence on Release of the DEIS/R (September 2013)
- b.** Formal Notification and Release of the DEIS/R (October 2013)
- c.** Documentation of comments and “next steps” actions responding (May 2014)
- d.** Presentation to RT Board (and others) of results and “next steps” (June 2014)

Task 10 – Prepare Draft EIS/R Closeout

Upon a determination of action in Task 9, and with the concurrence of FTA, the consultant contract will be closed out. The consultant will provide RT with final documents within 30 days and final invoices within 60 days of notice by the RT Project Manager of project closeout.

Task 10 – Goals:

- a.** Final Documents on CD for “future use” (i.e., not PDF) format (July 2014)
- b.** Final consultant invoices, closeout report (September 2014)
- c.** Documentation of FTA/other comments and actions responding (October 2014)

Overall Work Program Units and Goals (Continued)

ELEMENT 13-012: FEDERAL TRANSIT ADMINISTRATION JOB ACCESS REVERSE COMMUTE AND NEW FREEDOM PROGRAM ADMINISTRATION—\$3,991,880

Objective: To administer the FTA Job Access Reverse Commute (JARC) and New Freedom grant programs for the Sacramento Urbanized Area (5316 and 5317).

Discussion: SACOG will continue to execute its role as the designated recipient for the FTA 5316 Jobs Access Reverse Commute and 5317 New Freedom Program funds for the Sacramento Urbanized Area.

Under this project, SAOG staff will continue to conduct the programming and administrative activities necessary to ensure the region's transit operations projects are properly programmed in the SACOG MTIP so that SACOG can file JARC and New Freedom grant applications on behalf of the region's transit operators and any other qualified applicants, and SACOG can let subrecipient agreements with successful JARC and New Freedom applicants.

Projects:

1. SACRAMENTO REGIONAL TRANSIT DISTRICT JARC OPERATING ASSISTANCE *Project #13-012-01*

(Federal Requirement)

The Sacramento Regional Transit District (SRTD) is using FFY 2009 and 2010 JARC funds to fund extended service hours in the early morning (prior to 7 a.m.), evening (after 6 p.m.) and weekend (Saturday and Sunday). The Unmet Transit Needs process has identified gaps in services, including early morning and later evening service, additional/longer peak period service (for suburb-to-suburb commutes), and weekend services. In working with Sacramento County's various human services agencies, SRTD has found that many existing fixed route transit services do not run early enough or late enough to meet the needs of the many people who work outside of traditional Monday-Friday 8 a.m. to 5 p.m. work periods.

This work will be performed by SRTD.

Goals:

- a. Provide JARC program qualified transit services (Ongoing)
- b. FTA Reporting (Quarterly)

2. ROSEVILLE TRANSIT JARC OPERATING ASSISTANCE *Project # 13-012-02*

(Federal Requirement)

The city of Roseville Transit is using FFY 2010 JARC funds to extend their weekday revenue hours on core fixed routes, as well as an extension of the hours on their Dial-A-Ride (DAR) services (and operate DAR on three current non-service holidays) to provide transportation to employees getting off work in the evening. The additional hours will also allow employees to connect with Placer County Transit and Sacramento Regional Transit in the evening.

Overall Work Program Units and Goals (Continued)

This work will be performed by the city of Roseville.

Goals:

- a. Provide JARC program qualified transit services (Ongoing)
- b. FTA Reporting (Quarterly)

3. SACOG Region JARC OPERATING ASSISTANCE

Project #13-012-03

(Federal Requirement)

Building off of the information learned in the “After 9 PM Transit Service Alternatives Study,” SACOG intends to oversee the implementation of the recommended late night (after 9 PM in most areas, though 'late night' may be defined differently for each operator). Demonstration 'late night' transit services alternatives are expected to begin in late 2012 or early 2013 and continue for a pre-determined demonstration period (through October 2014) with the purpose of providing an affordable, safe, reliable service to/from work for residents with non-traditional work shifts. SACOG will contract out the operation of this service to whichever agency, organization, or combination of agencies and/or organizations is deemed the most practical by the “After 9 PM Transit Service Alternatives Study.”

This work will be performed by SACOG staff, local transit agencies and social/human service organizations.

Goals:

- a. Accept applications and choose operators/organizations for funding late night “after 9 PM” transportation services from Sacramento Urbanized Area operators/organizations based on recommendations from the *After 9 PM Transit Service Alternatives Study* (October 2012)
- b. Negotiate contracts for operation of late night ‘after 9 PM’ transportation services to agency, organization, or combination of agencies and/or organizations deemed best suited to run the “after 9 PM” services (November 2012)
- c. Launch service(s) awareness campaign preceding implementation of ‘late night’ transportation services through local TMAs, employment centers with non-traditional working hours, other organizations devoted to helping low-income individuals seek and maintain employment, relevant media, and transit operators (December 2012 – ongoing)
- d. Oversee implementation of late night “after 9 PM” transportation services in the Sacramento Urbanized Area (Ongoing)
- e. Service contract(s) (November 2012)
- f. Awareness outreach materials (December 2012)
- g. Quarterly Reports/Invoices (Quarterly)
- h. Summary of Service Use and Effectiveness (October 2014)

Overall Work Program Units and Goals (Continued)

5. COUNTY OF SACRAMENTO DEPARTMENT OF HEALTH JARC OPERATING ASSISTANCE

Project # 13-012-05

(Federal Requirement)

The County of Sacramento, Department Human Assistance (Sacramento County) is using FFY 2008 and 2009 JARC funds to fund the following: (1) Foster Grandparents, which provides low-income seniors with a small stipend and transportation reimbursement provided they work 20 hours per week in service to children in their community; (2) Senior Companions, which provides a small stipend and transportation reimbursement to low-income seniors who provide light respite care and transportation assistance where traditional transit services are not available; and (3) Mather Community Campus (MCC), which serves qualified homeless families and single adults who believe employment is an essential part of building a new life. Because of transportation challenges faced by the residents, MCC currently has a contract with Volunteers of America to provide bus transportation to sites important to residents. Operating primarily on a fixed schedule, this core bus service supplements limited RT service to the Mather Light Rail station by making numerous trips throughout the day, starting as early as 5 a.m. and ending as late as 10:30 p.m.; provides direct service to the Charles A. Jones Skills Center and other job training sites; provides service to nearby Alcoholic Anonymous meetings (required for residents recovering from substance abuse) to help residents stay sober and maintain their employability; and provides transportation for residents and their belongings when they move into MCC. As an ancillary service, the van provides transportation to nearby shopping locations so residents can purchase food and other necessities. On an emergency basis, the van occasionally provides transportation to individuals with urgent medical appointments. This service is ADA accessible.

This work will be performed by Sacramento County.

Goals:

- a. Provide JARC qualified operations (Ongoing)
- b. FTA Reporting (Quarterly)

6. YOLO COUNTY TRANSPORTATION DISTRICT JARC OPERATING ASSISTANCE

Project # 13-012-06

(Federal Requirement)

The Yolo County Transportation District (YCTD) is using FFY 2009 and 2010 JARC funds to operate early morning and later evening fixed route bus services targeting the transit dependent population in Yolo and Sacramento counties.

This work will be performed by YCTD.

Goals:

- a. Provide JARC qualified operations (Ongoing)
- b. FTA Reporting (Quarterly)

Overall Work Program Units and Goals (Continued)

**7. CITY OF ROSEVILLE SOUTH PLACER COUNTY NEW FREEDOM
ONE-STOP CALL CENTER** *Project # 13-012-07*

(Federal Requirement)

The city of Roseville is using FFY 2008, 2009 and 2010 New Freedom funds to operate a one-stop call center for call intake and trip dispatching for all participating public transit operators and private/non-profit transportation providers in South Placer County. This project involves the purchase and or leasing of equipment, furniture and facilities to handle at least five to seven dispatchers and customer service representatives to take calls and dispatch vehicles for demand-response transit trips.

This work will be performed by the city of Roseville.

Goals:

- a. Provide New Freedom qualified mobility management services (Ongoing)
- b. FTA Reporting (Quarterly)

8. PARATRANSIT, INC., NEW FREEDOM MOBILITY MANAGEMENT *Project # 13-012-08*
(Federal Requirement)

Paratransit, Inc., (PI) is using FFY 2007, 2008, 2009 and 2010 New Freedom funds for a project that will expand PI's current services to include mobility management activities, including those activities outside of the current Paratransit, Inc. service area.

This work will be performed by Paratransit, Inc.

Goals:

- a. Provide New Freedom qualified mobility management services (Ongoing)
- b. FTA Reporting (Quarterly)

**9. SACRAMENTO REGIONAL TRANSIT DISTRICT NEW FREEDOM
CAPITAL IMPROVEMENTS** *Project # 13-012-09*
(Federal Requirement)

The Sacramento Regional Transit District (SRTD) is using FFY 2007 and 2009 New Freedom funds for projects to provide enhanced system access for persons with disabilities, including particularly, persons with limited mobility and visual impairments.

This work will be performed by SRTD.

Goals:

- a. Provide New Freedom qualified capital improvements (Ongoing)
- b. FTA Reporting (Quarterly)

Overall Work Program Units and Goals (Continued)

10. WESTERN PLACER CTSA NEW FREEDOM OPERATING ASSISTANCE *Project # 13-012-10*
(Federal Requirement)

Western Placer CTSA is using FFY 2010 New Freedom funds to operate CTSA alternative public transportation service in the urbanized portion of Placer County.

This work will be performed by Western Placer CTSA.

Goals:

- a. Provide New Freedom qualified operations (Ongoing)
- b. FTA Reporting (Quarterly)

11. COUNTY OF SACRAMENTO DEPARTMENT OF HEALTH *Project # 13-012-11*
NEW FREEDOM OPERATING ASSISTANCE

(Federal Requirement)

The County of Sacramento Department Human Assistance (Sacramento County) is using FFY 2008 New Freedom funds to operate the Senior Companions and Senior Nutrition Services transport programs in Sacramento County; these services are ADA accessible.

This work will be performed by Sacramento County.

Goals:

- a. Provide New Freedom qualified operations (Ongoing)
- b. FTA Reporting (Quarterly)

12. YOLO COUNTY TRANSPORTATION DISTRICT NEW FREEDOM *Project # 13-012-12*
OPERATING ASSISTANCE

(Federal Requirement)

The County Yolo County Transportation District (YCTD) is using FFY 2008, 2009 and 2010 New Freedom funds to operate the Yolobus Special specialized public transportation services for elderly and disabled persons in Yolo, Sacramento and Solano counties.

This work will be performed by YCTD.

Goals:

- a. Provide New Freedom qualified operations (Ongoing)
- b. FTA Reporting (Quarterly)



Agricultural field in the Sacramento Valley

SUPPLEMENTAL DATA

Section Contents:

- Primary Revenue Sources – Twelve-Year History
- Indirect Services Cost Comparison – Eight-Year History
- Summary of Full-Time Equivalent Employees – Five-Year History
- Total Population by Jurisdiction – Ten-Year History
- Average Annual Wages by County – Eight-Year History



Sacramento International Airport

Sacramento Area Council of Governments
Primary Revenue Sources – Twelve-Year History

Fiscal Year	FHWA PL	FTA 5303	FTA Discretionary	Federal Earmarks	STIP/ PPM RSTP	Memberships	Planning & Administration
2012/13 (projected)	\$2,941,370	\$772,311	\$474,954	-	\$1,543,000	\$284,270	\$2,388,189
2011/12 (projected)	\$2,577,377	\$774,150	\$1,091,894	-	\$2,891,260	\$284,270	\$2,306,142
2010/11	\$2,986,249	\$779,106	\$250,364	\$848,904	\$1,062,995	\$284,270	\$2,124,575
2009/10	\$2,816,142	\$1,202,575	\$338,079	\$867,206	\$1,122,124	\$284,270	\$1,957,948
2008/09	\$2,299,746	\$634,963	\$110,243	\$1,224,639	\$1,646,313	\$355,712	\$2,301,584
2007/08	\$2,897,745	\$672,553	\$230,343	\$716,583	\$1,231,377	\$333,416	\$2,468,402
2006/07	\$3,359,656	\$646,599	\$403,217	\$939,143	\$791,794	\$315,086	\$2,918,782
2005/06	\$2,508,525	\$645,527	-	\$197,719	\$909,898	-	\$2,372,141
2004/05	\$1,919,885	\$561,783	-	-	\$326,046	\$250,000	\$2,138,226
2003/04	\$1,736,709	\$499,217	-	-	\$65,000	\$246,559	\$2,038,333
2002/03	\$1,828,516	\$461,366	-	-	\$296,000	\$238,470	\$1,910,600
2001/02	\$1,948,983	\$433,570	-	-	\$113,000	\$221,984	\$2,017,999

Sacramento Area Council of Governments
Primary Revenue Sources – Twelve-Year History

PCTPA & EDCTC	SAFE	CMAQ	Strategic Growth Council - Prop 84 Funds	Housing and Urban Development (HUD)	PTMISEA	SP&R Partnership	Fiscal Year
\$351,169	\$357,109	\$14,439,841	\$233,380	\$100,000	\$5,861,262	\$270,000	2012/13 (projected)
\$334,446	\$538,699	\$11,550,691	\$876,696	\$736,626	\$6,733,608	\$571,820	2011/12 (projected)
\$323,595	\$302,898	\$5,712,575	\$61,618	\$489,821	\$193,160	\$1,052,529	2010/11
\$276,285	\$310,821	\$5,708,557	-	-	-	\$562,149	2009/10
\$323,311	\$373,467	\$2,532,745	-	-	-	\$178,175	2008/09
\$390,549	\$420,178	\$1,193,594	-	-	-	\$280,000	2007/08
\$445,248	\$451,330	\$880,424	-	-	-	\$531,694	2006/07
\$389,074	\$349,427	\$639,875	-	-	-	\$566,273	2005/06
\$361,759	\$353,692	\$876,658	-	-	-	\$315,990	2004/05
\$322,962	\$224,596	\$143,061	-	-	-	\$99,538	2003/04
\$305,993	\$214,687	\$361,632	-	-	-	\$538,497	2002/03
\$309,401	\$171,999	\$278,086	-	-	-	-	2001/02

Sacramento Area Council of Governments
Indirect Services Cost Comparison –
Eight-Year History

	2004	2005	2006	2007	2008	2009	2010	2011
INDIRECT COSTS								
Building Costs	\$ 329,317	\$ 573,947	\$ 573,947	\$ 641,863	\$ 638,875	\$ 677,089	\$ 601,854	\$ 582,991
Career Development Program	-	-	-	49,690	52,408	89,195	42,699	46,247
Consultants	104,646	80,810	57,038	39,071	116,034	269,661	100,131	45,655
Depreciation	158,250	168,452	156,390	136,081	133,337	86,257	82,426	45,844
Insurance	6,418	15,828	68,658	67,478	69,959	68,903	68,251	68,376
Legal	96,444	88,481	178,649	257,799	320,942	259,557	242,566	245,404
Maintenance	22,416	15,579	44,048	6,176	13,295	11,580	14,590	6,762
Meetings	59,634	40,664	19,059	12,099	5,300	12,187	7,269	8,737
Memberships	44,765	21,219	42,139	42,794	25,377	25,511	17,246	28,795
Miscellaneous	2,618	3,157	12,265	676	2,530	3,719	4,664	4,660
Mileage	13,760	17,120	13,862	11,408	14,093	12,915	14,171	13,749
Office Equipment	-	-	-	16,825	19,591	11,044	2,823	4,520
Parking	4,700	5,950	6,525	7,400	7,550	9,450	10,376	10,200
Postage	25,540	30,458	24,197	22,605	21,367	9,014	17,998	10,462
Printing	7,528	-	-	16,671	1,762	9,081	(1,931)	(18,297)
Publications	4,422	5,013	3,425	4,227	4,869	3,567	2,264	2,686
Salaries and Benefits	936,415	1,130,960	1,186,651	1,164,671	1,337,701	1,423,539	1,496,208	1,475,280
Software & Maintenance	41,489	58,531	41,206	36,601	49,921	51,418	62,364	86,315
Supplies	70,335	72,979	75,394	38,499	45,429	53,275	70,105	56,512
Accounting Services	-	-	7,723	8,169	17,065	9,420	9,844	12,943
Unemployment Costs	-	-	8,469	-	-	-	-	4,279
Telephone/Telcommunications	32,486	29,356	28,693	32,906	34,114	39,244	37,349	40,350
Temporary services	681	6,673	580	2,119	409	132	384	403
Printing Cost offset	-	-	(71,048)	-	-	-	-	-
OPEB ARC	-	-	-	-	-	-	405,800	-
Total Indirect Costs	\$1,961,864	\$2,365,177	\$2,477,870	\$2,615,828	\$2,931,928	\$3,135,758	\$3,309,451	\$2,782,873

2001-2003 information was not available at the time the report was prepared.

Sacramento Area Council of Governments
Summary of Full-Time Equivalent Employees –
Five-Year History

BY FUNCTION & PROGRAM

	2007	2008	2009	2010	2011
FUNCTION					
Chief Executive Officer*	1	1	1	1	1
Chief Operations Officer/Legal Counsel					1
Administration	6	6	9	8	8
Finance	5	5	5	4	4
Research Analysts**	11	13	9	10	12
Information Technology	1	2	2	2	2
Planning	20	18	19	19	19
Public Affairs and Communications	5	5	5	5	5
Interns	1	1	1	2	2
Total Approved Full-Time Positions	50	51	51	51	54

*Formerly called Executive Director

**Formerly called Geographic Information Systems

BY PROJECT

	2007	2008	2009	2010	2011
Direct Projects					
Interagency Relations and Program Management	1.4	n/a	n/a	n/a	n/a
Project Delivery and Programming	3.0	n/a	n/a	n/a	n/a
Multimodal Transportation Planning and Coordination	6.1	n/a	n/a	n/a	n/a
Air Quality Planning, Analysis & Coordination	2.0	n/a	n/a	n/a	n/a
Transit Planning and Coordination	4.0	n/a	n/a	n/a	n/a
Housing and Land Use	0.6	n/a	n/a	n/a	n/a
Regional Monitoring and Forecasting	5.7	n/a	n/a	n/a	n/a
Geographic Information Systems	n/a	n/a	n/a	n/a	n/a
Public Information/Outreach & Advocacy Services	3.8	n/a	n/a	n/a	n/a
Special Projects and Local Technical Assistance/NEPA Linkages	1.5	n/a	n/a	n/a	n/a
Regional Blueprint Programming	1.0	n/a	n/a	n/a	n/a
Metropolitan Transportation Plan	n/a	n/a	n/a	n/a	n/a
Services to Other Agencies	9.1	n/a	n/a	n/a	12.0
Board and Advocacy	0.8	n/a	n/a	n/a	0.2
Government Relations, Public Affairs & Administration	0.5	n/a	n/a	n/a	n/a
Long-Range Transportation Planning	n/a	4.9	5.1	4.5	4.7
Short-Range Transportation Planning & Studies	n/a	10.1	3.5	6.0	3.7
Continuing Transportation Implementation	n/a	1.4	0.4	1.1	2.8
Land Use & Housing Planning	n/a	5.7	11.0	8.9	6.8
Public Services	n/a	8.7	11.1	10.2	4.4
Member & Agency Services	n/a	2.8	2.8	2.7	n/a
Services to Other Agencies	n/a	4.9	4.7	3.7	7.0
Board and Advocacy	n/a	0.9	0.5	0.5	0.5
Subtotal - Direct Projects	n/a	0.2	0.3	0.2	0.2
	39.5	39.6	39.4	37.8	42.3
Indirect	11.1	12.2	12.4	12.8	11.7
Total FTEs Based on Total Hours	50.6	51.8	51.8	50.6	54.0

Total Population by Jurisdiction – 10-Year History

	2002	2003	2004	2005	2006
SACOG Region	2,044,599	2,098,505	2,149,634	2,192,359	2,229,940
El Dorado County	164,079	167,252	170,456	173,407	176,204
Placerville	10,270	10,299	10,282	10,350	10,171
South Lake Tahoe	24,023	24,037	23,934	24,059	23,594
Unincorporated	129,786	132,916	136,240	138,998	142,439
Placer County	271,224	284,039	296,579	305,675	316,508
Auburn	12,593	12,610	12,827	12,849	12,975
Colfax	1,713	1,790	1,806	1,822	1,825
Lincoln	16,835	19,977	23,413	27,356	33,589
Rocklin	6,306	6,353	6,322	6,274	6,480
Roseville	43,147	46,083	49,672	50,494	50,920
Loomis	87,667	93,534	98,407	102,191	104,655
Unincorporated	102,963	103,692	104,132	104,689	106,064
Sacramento County	1,287,426	1,317,973	1,346,205	1,369,855	1,385,607
Citrus Heights	87,698	87,744	87,714	87,549	86,883
Elk Grove	81,243	86,362	109,983	121,609	130,874
Folsom	60,968	64,155	66,046	68,033	69,445
Galt	21,392	22,153	22,325	22,955	22,982
Isleton	843	843	838	820	813
Rancho Cordova	N/A	N/A	54,676	55,145	56,355
Sacramento	426,595	435,510	444,395	452,959	457,514
Unincorporated	608,687	621,206	560,228	560,785	560,741
Sutter County	81,913	84,166	86,604	88,945	91,450
Live Oak	6,450	6,516	6,636	6,785	7,475
Yuba City	47,220	48,903	51,429	58,368	60,507
Unincorporated	28,243	28,747	28,539	23,792	23,468
Yolo County	177,572	181,328	184,660	187,743	190,344
Davis	63,349	63,843	64,533	64,401	64,585
West Sacramento	34,718	36,489	38,053	40,206	43,183
Winters	6,302	6,570	6,873	6,979	6,867
Woodland	51,360	51,630	52,570	53,382	52,972
Unincorporated	21,843	22,796	22,631	22,775	22,737
Yuba County	62,385	63,747	65,130	66,734	69,827
Marysville	12,589	12,715	12,876	12,628	12,591
Wheatland	2,394	2,729	3,194	3,432	3,465
Unincorporated	47,402	48,303	49,060	50,674	53,771

Source: California Department of Finance, E-1 Population Estimates for Cities, Counties and the State, California Department of Finance, Demographic Research Unit, as of January 1 of each year

Total Population by Jurisdiction – 10-Year History

2007	2008	2009	2010	2011	
2,268,620	2,304,411	2,323,112	2,312,406	2,333,271	SACOG Region
178,674	179,722	180,185	180,682	182,498	El Dorado County
10,237	10,271	10,373	10,371	10,452	Placerville
23,704	23,725	23,896	21,346	21,557	South Lake Tahoe
144,733	145,726	145,916	148,965	150,489	Unincorporated
324,495	333,401	339,577	347,133	352,380	Placer County
13,112	13,273	13,432	13,300	13,410	Auburn
1,838	1,855	1,878	1,957	1,971	Colfax
37,410	39,758	40,060	42,633	43,278	Lincoln
6,529	6,624	6,677	6,416	6,475	Rocklin
51,951	53,843	54,754	56,737	57,901	Roseville
106,266	109,154	112,343	118,233	120,593	Loomis
107,389	108,894	110,433	107,857	108,782	Unincorporated
1,406,804	1,424,415	1,433,187	1,417,259	1,428,355	Sacramento County
87,017	87,321	87,565	83,267	83,618	Citrus Heights
136,318	139,542	141,430	152,925	154,594	Elk Grove
70,835	72,590	71,018	72,201	72,439	Folsom
23,469	23,913	24,133	23,641	23,767	Galt
815	817	818	804	808	Isleton
59,056	60,975	61,817	64,613	65,502	Rancho Cordova
467,343	475,743	481,097	466,279	469,566	Sacramento
561,951	563,514	565,309	553,529	558,061	Unincorporated
93,919	95,878	96,554	94,765	95,800	Sutter County
8,126	8,539	8,571	8,428	8,586	Live Oak
62,083	63,338	63,647	64,929	65,569	Yuba City
23,710	24,001	24,336	21,408	21,645	Unincorporated
193,983	199,066	200,709	200,484	201,759	Yolo County
64,938	65,814	66,005	65,547	65,915	Davis
44,928	47,068	47,782	48,597	49,160	West Sacramento
6,885	7,052	7,052	6,618	6,624	Winters
54,060	55,867	56,399	55,362	55,549	Woodland
23,172	23,265	23,471	24,360	24,511	Unincorporated
70,745	71,929	72,900	72,083	72,479	Yuba County
12,713	12,719	12,838	12,357	12,233	Marysville
3,513	3,510	3,548	3,542	3,503	Wheatland
54,519	55,700	56,514	56,184	56,743	Unincorporated

Sacramento Area Council of Governments
For Years 2003 – 2010

Average Annual Wages by County – Eight-Year History

Year	SACOG REGION	Counties					
		El Dorado	Placer	Sacramento	Sutter	Yolo	Yuba
2003							
Average Weekly Wages	\$ 696	\$ 598	\$ 704	\$ 730	\$ 504	\$ 640	\$ 582
Average Annual Wages	\$36,817	\$ 31,114	\$36,618	\$ 37,953	\$26,357	\$33,285	\$30,268
2004							
Average Weekly Wages	\$ 718	\$ 617	\$ 740	\$ 749	\$ 531	\$ 674	\$ 572
Average Annual Wages	\$37,358	\$ 32,092	\$38,477	\$ 38,961	\$27,612	\$35,063	\$20,841
2005							
Average Weekly Wages	\$ 751	\$ 658	\$ 764	\$ 784	\$ 545	\$ 699	\$ 616
Average Annual Wages	\$39,041	\$ 34,200	\$39,717	\$ 40,786	\$28,319	\$36,326	\$32,008
2006							
Average Weekly Wages	\$ 782	\$ 693	\$ 797	\$ 816	\$ 580	\$ 719	\$ 627
Average Annual Wages	\$40,638	\$ 36,049	\$41,431	\$ 42,418	\$30,183	\$37,396	\$32,627
2007							
Average Weekly Wages	\$ 808	\$ 719	\$ 822	\$ 842	\$ 590	\$ 753	\$ 663
Average Annual Wages	\$41,992	\$ 37,384	\$42,770	\$ 43,773	\$30,687	\$39,170	\$34,454
2008							
Average Weekly Wages	\$ 833	\$ 742	\$ 824	\$ 867	\$ 608	\$ 776	\$ 701
Average Annual Wages	\$43,316	\$ 38,584	\$42,848	\$ 45,084	\$31,616	\$40,352	\$36,452
2009							
Average Weekly Wages	\$ 842	\$ 748	\$ 839	\$ 875	\$ 629	\$ 777	\$ 716
Average Annual Wages	\$43,784	\$ 38,896	\$43,628	\$ 45,500	\$32,708	\$40,404	\$37,232
2010							
Average Weekly Wages	\$ 861	\$ 736	\$ 861	\$ 899	\$ 628	\$ 790	\$ 750
Average Annual Wages	\$44,772	\$ 38,272	\$44,772	\$ 46,748	\$32,656	\$41,080	\$39,000

Average Annual Wages based upon Average Weekly Wages

Source: California Employment Department Labor Market Information Database

CAPITOL VALLEY REGIONAL SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS

Section Contents:

- About Capitol Valley SAFE
- Capitol Valley SAFE Budget
- 2011 SAFE Report

About SAFE

The Capitol Valley Regional Service Authority for Freeways and Expressways (SAFE) is a legally constituted public entity created and established pursuant to the provisions of Chapter 14 of Division 3 of the Street and Highways Code of the State of California (the “Freeway Act”) to serve as the service authority for motorist aid and support services in the counties of El Dorado, Sacramento, San Joaquin, Sutter, Yolo, and Yuba. Under the Freeway Act, SAFE is authorized to impose a fee on vehicles registered in the six counties for the implementation, maintenance and operation of the motorist aid system, including emergency call boxes. SAFE is administered by a governing board consisting of members of SACOG’s Board of Directors plus one member representing San Joaquin County and one member representing the cities of San Joaquin County. SACOG provides administrative services for SAFE. SAFE is included in SACOG’s reporting entity because of the significance of its financial or operational relationship and its mutual governing board.

The SAFE Board adopts an annual budget for the Planning and Administration and Capitol Valley Regional SAFE Special Revenue funds based on anticipated projects at the beginning of the year. However, in June 2012, the Strategic Planning Committee, with its delegated authority from the Capitol Valley Regional Service Authority for Freeways and Expressways (CVRS) Board of Directors, approved a “provisional budget,” contingent upon not receiving any public comments during the 30-day public review period, ending June 17, 2012, that would necessitate a budget change. It is anticipated that a revised budget which would be informed by the strategic planning effort, and an interpretation of a recent statewide court ruling (regarding prevailing wage requirements) may impact ongoing program costs will be available later in the fiscal year. In March 2012, the Department of Industrial Relations (DIR) issued a statewide ruling that certain services provided as part of call box maintenance contracts must be compensated at the prevailing wage; however, the labor classifications impacted by the rulings are not yet clear. SAFE’s across the state are seeking a clarification of the DIR ruling. Until the clarification is available, the budget implications for the CVRS program remain uncertain. Once the budget implications of the prevailing wage rulings by the Department of Industrial Relations (DIR) are known, staff may come back to the CVRS Board with proposed revisions to the FY 2012-13 budget. The revised budget will reflect the implications of the DIR ruling as well as strategic planning efforts that respond to the Transportation Committee discussions on the SAFE budget in 2011.

The Overall Work Program, a portion of the Planning and Administration fund budget, is approved by the California Department of Transportation after adoption by the Board of Directors. Annual budgets are adopted on a basis consistent with generally accepted accounting principles and are presented on the modified accrual basis of accounting.

Capitol Valley Regional SAFE Fund – Used to account for SACOG’s administrative activities for implementing, operating and maintaining the motorist aid system of call boxes within the counties of El Dorado, Sacramento, San Joaquin, Sutter, Yolo and Yuba. Funds are derived from the vehicle registration fee imposed pursuant to the provisions of Chapter 14 of Division 3 of the Streets and Highways Code.

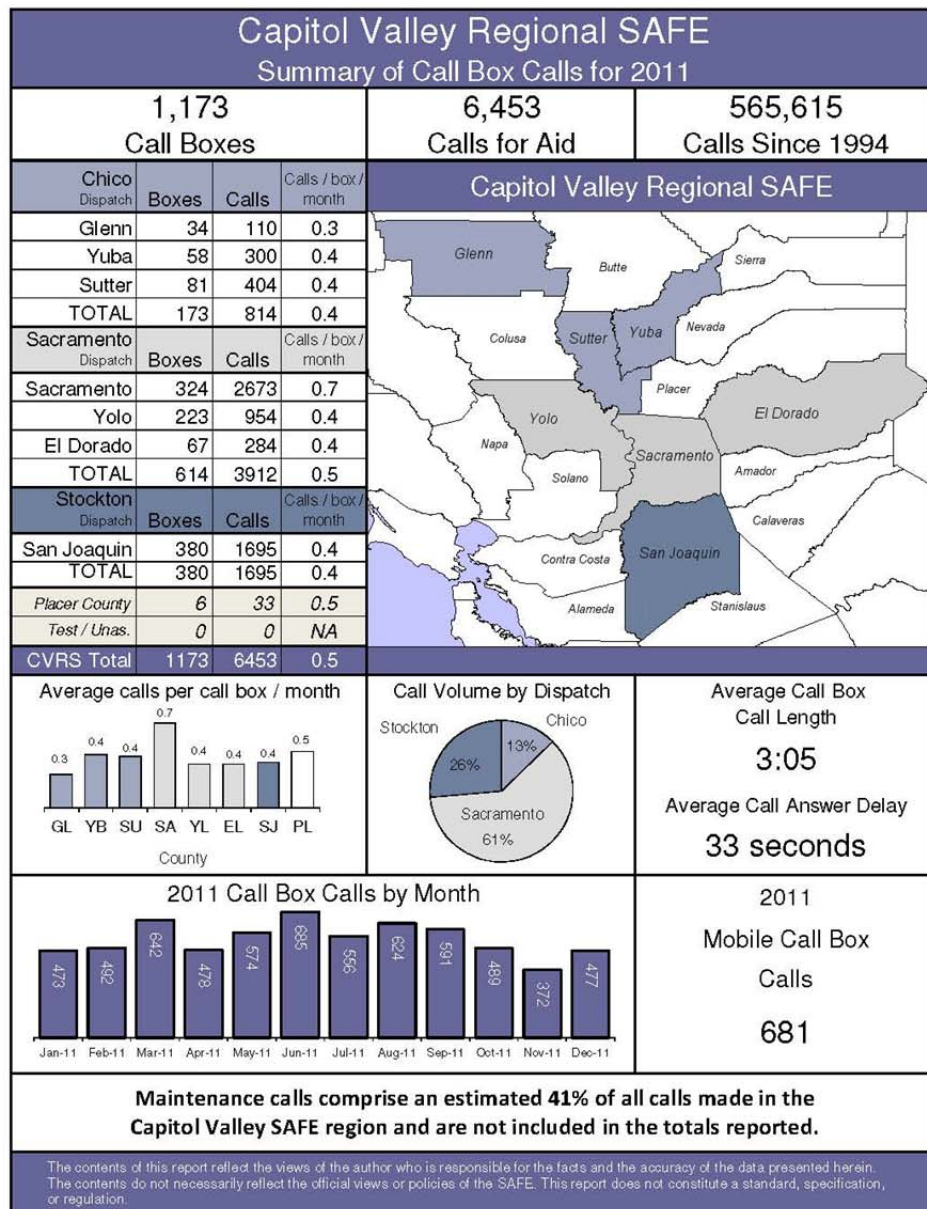
Glenn County SAFE Fund – Used to account for activities in accordance with the contract with the County of Glenn, for implementing, operating and maintaining the motorist aid system of call boxes within the County of Glenn.

Capitol Valley Service Authority for Freeways and Expressways
Fiscal Year 2012-13

Budget

	FY 2011-12 Adopted Budget	FY 2011-12 Projected Actual	FY 2012-13 Proposed
REVENUE			
Interest	\$ 16,000	\$ 9,000	\$ 9,000
Registration Fees	2,094,758	2,095,158	2,095,158
Reimbursements from Glenn County	13,000	13,000	13,000
Reimbursements from Placer County	2,500	2,500	2,500
Knockdown Recovery	16,000	20,000	16,000
TOTAL REVENUE	2,142,258	2,139,658	2,135,658
EXPENDITURES			
Call Box Maintenance (including Placer/Glenn County)	456,873	410,000	469,373
Freeway Service Patrol - Sacramento County	706,000	706,000	720,200
Freeway Service Patrol - San Joaquin County on I-205	113,000	74,000	113,000
Freeway Service Patrol - Yolo County	26,250	26,250	26,800
Freeway Service Patrol - El Dorado County	52,159	52,159	22,354
SAFE portion of Statewide CHP Coordinator	4,200	4,200	4,200
Private Call Answering Contract - Fixed call boxes (voice & TTY)	37,389	18,000	36,000
Private Call Answering Contract - Bike Trail Boxes - TTY only	9,000	9,000	9,000
SACOG Services (staff time and indirect costs)	132,137	50,000	72,145
Cellular Phone Service (including Placer/Glenn County)	125,000	108,000	125,000
Consultant	84,480	50,000	91,328
Insurance	9,000	9,000	9,000
Public Information	5,000	1,000	5,000
Legal Services	2,000	3,000	4,000
DMV Fees	12,000	12,000	12,000
Meetings/Printing	4,000	1,800	4,000
511/STARNET - Capital Improvements Project	150,000	135,000	69,353
511/STARNET - Operations	125,000	125,000	97,521
511 Program Management - San Joaquin County	15,000	15,000	15,000
TOTAL EXPENDITURES	2,068,488	1,809,409	1,905,274
REVENUE LESS EXPENDITURES	\$ 73,770	\$ 330,249	\$ 230,384
PROJECTED ENDING CASH BALANCE	\$ 3,312,353	\$ 3,642,602	\$ 3,872,986

2011 SAFE Report



Capitol Valley Summary

2011 Annual Call Box Report

Produced by: TeleTran Tek Services

Data Source: AT&T

Capitol Valley Service Authority for Freeways and Expressways

2011 SAFE Report

(Continued)

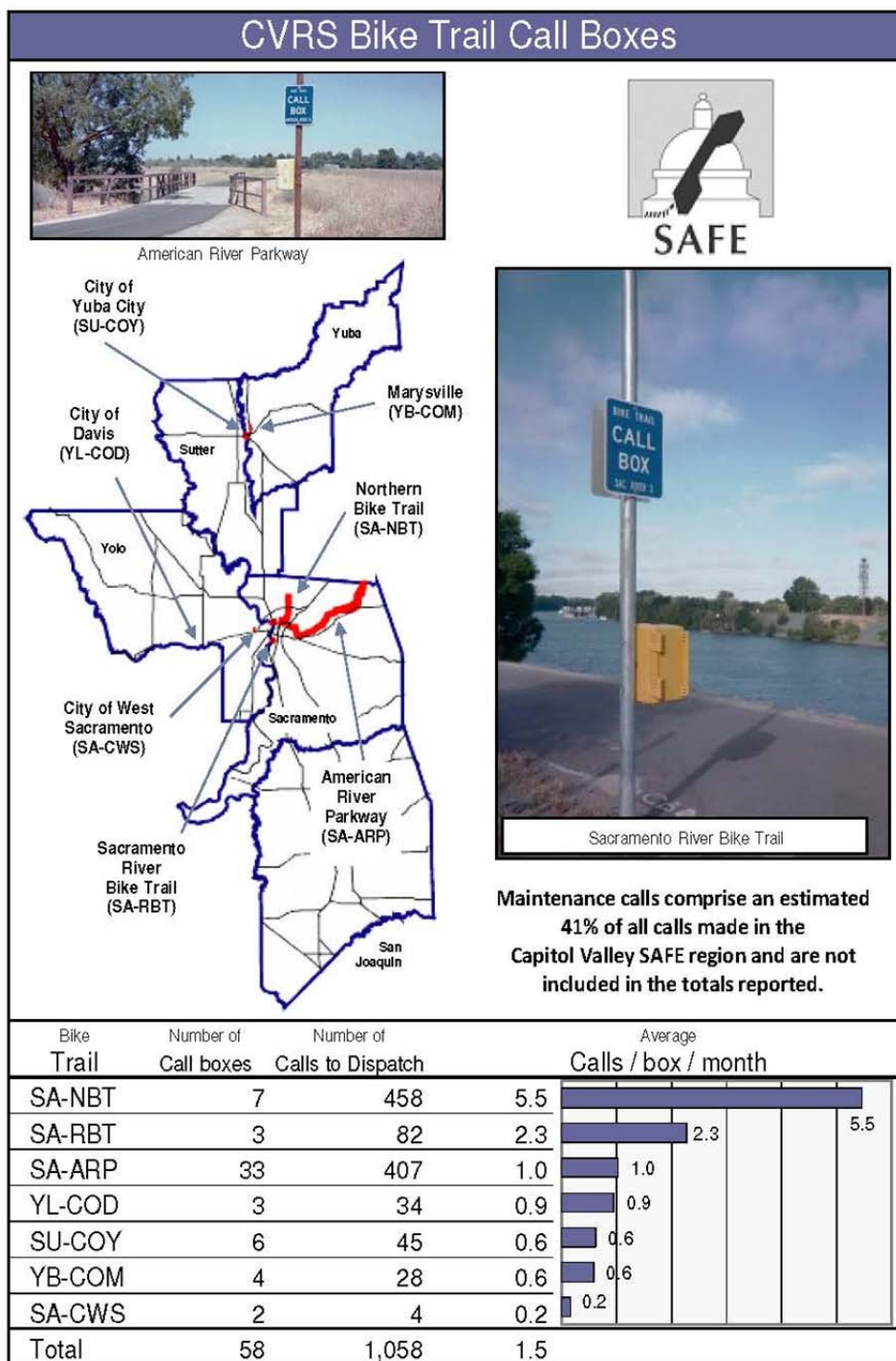
Capitol Valley Regional SAFE Call Box Calls Grouped by Type of Assistance 2011 Annual Report			
	Type of Assistance	Percent	
1	California Highway Patrol (CHP)	26%	Road hazards, Fires, Accidents
2	Auto Club (AAA)	7%	Motorist patched through to AAA
3	Auto Club (Other)	2%	Motorist patched through to other auto club
4	Friends & Family	7%	Motorist patched through to friends or family
5	Freeway Service Patrol	3%	Motorist needs tow, FSP available
6	Rotational Tow	7%	Motorist needs tow, FSP not available, Motorist has resources
7	No Resources - CHP dispatched to scene	12%	FSP not available, motorist has no resources, CHP dispatched
8	Informational	17%	Motorist asking for directions or other information
9	Duplicate Event	8%	Motorist calling again for the same reason
10	Dial Tone	11%	Motorist connected to call center - disconnect before speaking
TOTAL		100%	
Maintenance calls comprise an estimated 41% of all calls made in the Capitol Valley SAFE region and are not included in the totals reported.			
This report only reflects calls received by the private call answer center. Bike trail call box calls are answered directly by the local law enforcement agencies.			

Produced by: TeleTran Tek Services

Data Source: TecTrans

2011 SAFE Report

(Continued)



The contents of this report reflect the views of the author who is responsible for the facts and the accuracy of the data presented herein. The contents do not necessarily reflect the official views or policies of the SAFE. This report does not constitute a standard, specification, or regulation.

CVRS Bike Trail Call Boxes

2011 Annual Call Box Report

Produced by: TeleTran Tek Services

Data Source: AT&T

2011 SAFE Report

(Continued)



Sacramento Metropolitan Freeway Service Patrol

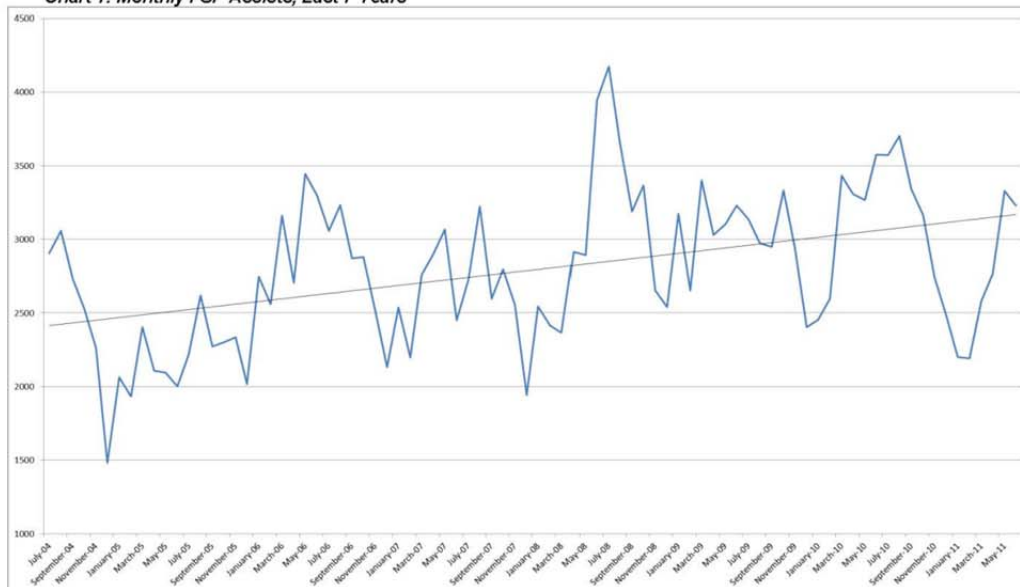
FISCAL YEAR 2010-11 ANNUAL REPORT

Freeway Service Patrol is a congestion-management program designed to maintain smooth traffic flow on local freeways and highways by minimizing the duration of incidents in or on the side of the roadway which cause slowdowns as chain reactions of passing motorists slow to avoid the stopped cars or to see what is happening. The Sacramento Metropolitan Freeway Service Patrol deploys 17 tow and service trucks that roam every major freeway in Sacramento County plus a portion of Interstate and Business 80 in Yolo County during the a.m. and p.m. peak traffic periods. FSP will change flat tires, make minor repairs, provide a gallon of fuel or other quick fixes to get disabled vehicles going again or tow them off the freeway. A recently-completed study showed that the Sac Metro FSP had a cost-to-benefit ratio of 8:1. In other words, for every one dollar we spent on FSP, the public benefitted by eight times that in productivity and time saved from waiting in traffic.

FSP is funded by the State Highway Fund and by required matching funds from local sources. The Capital Valley Regional SAFE started providing some matching funds in FY1998-99 and became the sole provider of match funds beginning in FY2002-03.

Assists. The number of assists provided by FSP has grown at an average rate of 4.5 percent a year over the last 7 years as shown in the trend line in Chart 1 below. Even discounting the significant spike in assists in 2008 due to the I-5 Rehabilitation ("Boat Section") Project, the growth rate in assists would still exceed 4 percent. However, total assists in FY 2010/11 were 35,301—a decrease of 2.9 percent from FY 2009/10—but which still represents the second-highest fiscal year total in program history.

Chart 1: Monthly FSP Assists, Last 7 Years



2011 SAFE Report

(Continued)

October 13, 2011

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Location of Assists. US Highway 50 continues to be the most active freeway in terms of disabled vehicles being assisted by FSP. Over 35 percent of the program's assists are on Highway 50 which is the longest freeway segment at 25 miles and which is covered by the most FSP trucks (5).

Map 1: FY2010/11 FSP Assists by Freeway Segment



Highway 99 and the Business 80/Interstate 80 segment from Exposition Boulevard to Placer County are the next busiest freeway segments, each accounting for about 20 percent of total assists. Each of these beats is approximately 14 miles in length and covered by three FSP trucks.

Eleven percent of assists are on Interstate 5. Three trucks cover the span of Interstate 5 from Elk Grove Boulevard up to Elkhorn Boulevard off of Highway 99, an approximate distance of 22 miles.

Interstate 80 "Over the Top" (the segment going north from West Sacramento through the Natomas area) is the least busy freeway segment. It is approximately 13 miles in length and covered by two trucks, accounting for approximately 10 percent of total assists.

The FSP beat in Yolo County accounts for 3.67 percent of total assists. One truck covers the 10 mile span between Mace Boulevard in Davis and Jefferson Boulevard in West Sacramento, including the critical stretch on the Yolo Causeway. In addition to normal weekday FSP hours, the Yolo beat also runs on Sundays or Monday holidays to handle the heavy traffic returning from the Lake Tahoe area to the San Francisco Bay Area.

2011 SAFE Report

(Continued)

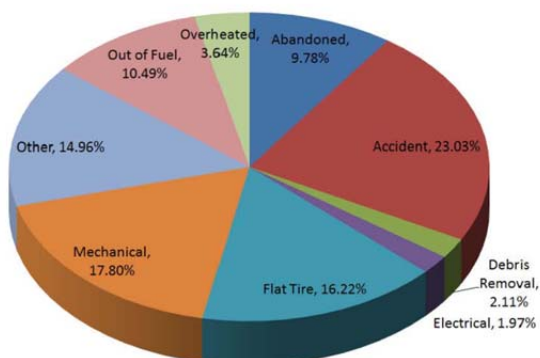
October 13, 2011

Item #5

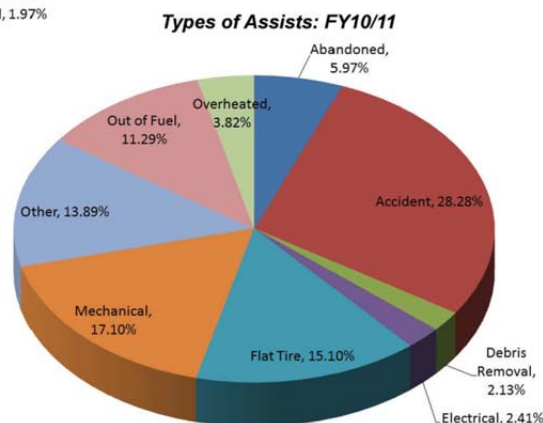
3

Types of Assists. The types of assists provided by FSP have not changed significantly over the past seven years except between two categories: the number of disabled vehicles abandoned on the highway has dropped while the number of accidents has increased.

Chart 2: Types of Assists



Types of Assists: FY04/05 through FY09/10



The decrease in the number of abandoned vehicles encountered by FSP mirrors the trend seen in the Sacramento Abandoned Vehicle Abatement program and has much to do with the downturn in the economy and the current high price of scrap metals.

Response Time. Response times in FY 2010/11 continued to be excellent. Forty-seven percent of assisted motorists report that they waited less than 5 minutes before FSP appeared on the scene. Thirty percent reported having to wait only 5 to 10 minutes, 10 percent reported waiting 10 to 15 minutes and 8 percent reported waiting 15 to 20 minutes. Only 5 percent said they waited longer than 20 minutes before FSP showed up.

Service Rating. 99.9 percent of motorists assisted by FSP and who responded to the mail or online survey rated the service as 'good' or 'excellent' (97.867 percent 'excellent' and 2.029 percent 'good'), the highest in the program's history. Only 2 responses out of 1,881 total surveyed rated the service as 'fair' and there were zero 'poor' service ratings. Additionally, 99.81 percent of the motorists said that the FSP driver that helped them was "very helpful". Written comments and other feedback from assisted motorists indicate overwhelming support for the program.

APPENDIX

Section Contents:

- Board Resolution Adopting FY 2012-13 Budget
- Board Resolution Approving the Overall Work Program for FY 2012-13
- Budget and Fiscal Policies
- GASB 54
- Chart of Accounts
- Salary Schedule – Effective August 1, 2012
- Air Quality Planning Boundaries and Population Map
- Glossary of Terms
- Directory of Acronyms
- GFOA Distinguished Budget Award for FY Beginning July 1, 2011

Board Resolutions



SACRAMENTO AREA COUNCIL OF GOVERNMENTS

RESOLUTION NO. 20 – 2012

ADOPTING THE BUDGET FOR FISCAL YEAR 2012-13

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 Chief Executive Officer is authorized to implement the budget and is approved to make budget adjustments as authorized.

PASSED AND ADOPTED this 17th day of May 2012, by the following vote of the Board of Directors:

AYES: Directors Allard, Anderson, Ashby, Budge, Cohn, Cosgrove, Davis, Duran, Griego, Hagen, Hanley, Hodges, Jankovitz, Knight, Krovoza, MacGlashan, McBride, Miklos, Montna, Payne, Peters, Scherer, Serna, Slowey, Stallard, West, Chair Hill

NAYS: None

ABSTAIN: None

ABSENT: Directors Billeci, Cabaldon and Saylor

Peter Hil
Chair

Mike McKeever
Chief Executive Officer

Board Resolutions

(Continued)



SACRAMENTO AREA COUNCIL OF GOVERNMENTS

RESOLUTION NO. 21 – 2012

APPROVING THE OVERALL WORK PROGRAM FOR FISCAL YEAR 2012-13

WHEREAS, the Sacramento Area Council of Governments (SACOG) is the Metropolitan Planning Organization (MPO) for the Sacramento Metropolitan area and the Yuba City/Marysville Urbanized area, the Regional Transportation Planning Agency for Sacramento, Yolo, Yuba and Sutter counties, the Areawide Clearinghouse for the cities and counties that are signatories of the SACOG Joint Powers Agreement, the Airport Land Use Commission for the counties of Sacramento, Sutter, Yolo and Yuba and a Joint Powers Agency with the purposes and functions defined in the Joint Powers Agreement; and

WHEREAS, the SACOG staff has prepared an Overall Work Program (OWP) for fiscal year 2012-13 which has been reviewed by member agencies and Board committees; and

WHEREAS, the OWP has been reviewed by the Federal Highway Administration, the Federal Transit Administration, the California Department of Transportation, and stakeholders through a public review process; and

WHEREAS, such OWP becomes the basis for the SACOG's activities and budget for fiscal year 2012-13; and

WHEREAS, 23 CFR 450.334 requires that the designated MPO certify each year that the planning process is being conducted in conformance with the applicable requirements,

NOW, THEREFORE, BE IT RESOLVED that SACOG does hereby adopt and approve the fiscal year 2012-13 OWP and certifies that its planning process will be implemented through this document in accordance with:

1. 49 U.S.C. Section 5323(k), 23 U.S.C. 135, and 23 CFR part 450.200;
2. Sections 174 and 176(c) and (d) of the Clean Air Act (42 U.S.C. 7504, 7506(c) and (d));
3. Title VI of the Civil Rights Act of 1964 and the Title VI assurance executed by each state under 23 U.S.C. 324 and 29 U.S.C. 794;
4. Public Law 109-59, *Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users*, regarding the involvement of disadvantaged business enterprises in the FHWA and FTA funded project, Pub. L. 059.109 Page 119 STAT. 1156; and

Board Resolutions

(Continued)

5. The provisions of the Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and USDOT regulations "Transportation for Individuals with Disabilities" (49 CFR Parts 27, 37, and 38).

BE IT FURTHER RESOLVED:

1. That SACOG hereby authorizes submittal of the OWP for fiscal year 2012-13 to the various participating State and Federal agencies;
2. That SACOG pledges to pay or secure in cash or services, or both, the matching funds necessary for financial assistance;
3. That SACOG's Chief Executive Officer is hereby designated and authorized to submit the OWP for fiscal year 2012-13 and to execute all necessary agreements and contracts on behalf of SACOG to implement the purposes of this resolution; and
4. That the Chief Executive Officer is hereby authorized to make and submit to the appropriate funding agencies necessary work program and budget modifications to the OWP based upon actual available funds, and to draw funds as necessary on a letter of credit or other requisition basis.
5. That the Chief Executive Officer is hereby authorized to make budget adjustments within the Overall Work Program Element accounts.

PASSED AND ADOPTED this 17th day of May 2012, by the following vote of the Board of Directors:

AYES: Directors Allard, Anderson, Ashby, Budge, Cohn, Cosgrove, Davis, Duran, Griego, Hagen, Hanley, Hodges, Jankovitz, Knight, Krovoza, MacGlashan, McBride, Miklos, Montna, Payne, Peters, Scherer, Serna, Slowey, Stallard, West, Chair Hill

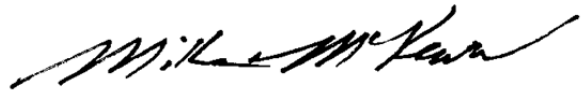
NAYS: None

ABSTAIN: None

ABSENT: Directors Billeci, Cabaldon and Saylor



Peter Hill
Chair



Mike McKeever
Chief Executive Officer



Folsom Lake with Folsom Dam in the foreground

Sacramento Area Council of Governments
Budget and Fiscal Policies

BUDGET POLICY

1. SACOG exists to perform activities that local governments value and could not perform as effectively (quality) or efficiently (cost savings) on their own. If there is anything SACOG is doing that does not meet that test, then SACOG should either stop doing the activity or do it differently.
2. SACOG has a small staff that provides high-value specialized services to its 28 member governments. SACOG must be able to recruit and retain high quality staff in order to provide value and efficiencies to its member agencies.
3. Strong partnerships with other governmental and non-governmental organizations increase the effectiveness and efficiency of activities that are central to SACOG's mission.
4. Pro-active advocacy for funds, programs, laws that are consistent with SACOG's core mission is necessary to ensure that the region's interests are protected and advanced.
5. Educational activities that expose the SACOG Board and staff to the experiences of other local government and regions around the country facing similar challenges are beneficial.
6. The budget is complex and should be made as understandable as possible. For example, costs associated with managing our various programs should be funded from revenue streams directly associated with those programs.
7. The base budget should not rely on uncertain or speculative revenues.
8. Any increase in revenues that materialize throughout the year beyond those in the base budget can be used for specific services beyond those included in the OWP, but they must directly benefit our member local governments, and would require Board approval.
9. Finally, and most obviously, the budget must be consistent with the law, regulations and standard accounting practices.

FISCAL POLICY

1. SACOG will maintain an operating budget for the Planning and Administrative Fund which provides that revenues are equal to or greater than ongoing expenditures. For FY 12-13 the definition of a balance budget is that current year projected expenditures are being paid with current year operating revenues and from Committed and Undesignated fund balance.
2. SACOG has the option to fund post-employment health costs on the "pay as you go" basis depending on budgetary needs.
3. SACOG's general and administrative costs (called indirect costs) are allocated to direct projects through a cost allocation plan developed in accordance with federal requirements under OMB Circular A-102 and A-87. The cost allocation plan is approved annually by Caltrans. The allocation is computed on direct salary/benefit amount, which based on the employees fully-costed rate multiplied by hours worked.
4. SACOG will continue to pay competitive market level compensation to our employees.

Sacramento Area Council of Governments
Budget and Fiscal Policies
(Continued)

5. SACOG will continue to comply with all the requirements of Generally Accepted Accounting Principles (GAAP).
6. Capital Assets (expenditures) – Routine -- to support Planning and Administration Fund operating activities. Capital assets are recorded at historical cost or at estimated historical costs if actual historical cost is not available. Donated capital assets are valued at their estimated fair market value on the SACOG date of donation. Capital assets are defined by SACOG, as assets with an initial, individual cost of more than \$5,000 and an estimated useful life of in excess of two years. Capital assets used in operations are depreciated using the straight-line method over their estimated useful lives in the government-wide financial statements. The estimated useful lives for furniture and equipment are 3 to 15 years. The estimated depreciation amount is found within the indirect cost structure of SACOG's Planning and Administration Fund.
7. Capital Assets (expenditures) – Non-routine as part of the Overall Work Program which is project specific – These are typically non-routine capital expenditures that are specific to a certain project, and not directly benefiting the Planning and Administration Fund operations. For FY 12-13, the most significant non-routine capital expenditure is for a project that SACOG is providing planning and assistance with, since it is of regional importance. The project is Connect Card Implementation, which will deploy a regional "smart card" transit fare system. The system will allow electronic fare payments on almost 500 buses and a light rail system on six different transit systems. The project is budgeted for a total of \$9.8 million through early FY 2014-15. Grant funds for Connect Card are fully programmed and obligated. These funds will be used primarily to purchase hardware, software, and engineering services. A primary vendor (INIT) was selected in June 2011 to procure and implement the system. Included in this work are system design, hardware design, hardware manufacturing, software design, installation, testing, and warranties. Other supporting tasks that will be funded separately from the primary vendor include third party integration, light rail platform preparations, marketing, and program management. Upon final acceptance of the system from the vendor, the fare system will be turned over to the participating transit agencies, which will be responsible for future operations and maintenance costs. Therefore, the future equipment and upkeep of the system is expected to be borne by the transit agencies (using the system), and not by SACOG, when the system is finished.

LONG-TERM FINANCIAL POLICIES

1. **Financial Planning Policy.** The planning system will continue as a dynamic process, which is synchronized with the operating budget, OWP budget, Board & Advocacy Budget, the Capital Expenditures, and Capitol Valley SAFE budget.
2. **Debt Ratios.** SACOG has no bonded debt per se at this time.
3. **Cash Management.** SACOG's cash management policies shall reflect a primary focus of ensuring the safety of public assets while maintaining needed liquidity and achieving a favorable return on investment.

Sacramento Area Council of Governments
Budget and Fiscal Policies
(Continued)

4. **Internal Controls.** A comprehensive system of financial internal controls shall be maintained in order to protect SACOG's assets and sustain the integrity of the SACOG's financial systems. Managers at all levels shall be responsible for implementing sound controls and for regularly monitoring and measuring their effectiveness.
5. **Performance Measurement.** To ensure that SACOG remains a high performing organization, all efforts shall be made to improve the productivity of the SACOG projects and programs and its employees through performance measurement, where it is meaningful and can be beneficial to the agency. SACOG is committed to continuous improvement of productivity and service through analysis and measurement of actual performance objectives and customer feedback.
6. **Reducing Duplication.** A continuing effort shall be made to reduce duplicative functions within the SACOG and its related cities and counties. To that end, business process redesign and reorganization will be encouraged whenever increased efficiency or effectiveness can be demonstrated.
7. **Grants.** SACOG policy requires that the initial application and acceptance of grants be approved by the Board of Directors. Each grant application is reviewed for the appropriateness and desirability of the program or service. Upon completion of the grant, programs are reviewed on a case-by-case basis to determine whether the program should be continued utilizing SACOG funds. SACOG has no obligation to continue either grant-funded positions or grant-funded programs, if continued grant funding is not available.
8. **Information Technology.** Our ultimate goal is to provide citizens, the business community, and county employees with timely, convenient access to appropriate information and services through the use of technology.
9. **Budget.** The primary financial management tool used by the SACOG is the annual budget process. This involves a comprehensive examination of all expenditure and revenue programs of SACOG, complete with public hearings and approval by the Board of Directors.
10. **Capital Expenditures.** The Board of Directors annually considers and adopts a one-year plan for capital expenditures.
11. **Revenue Forecast.** Revenue estimates are monitored on a monthly basis to identify any potential trends that would significantly impact the revenue sources.
12. **Financial Forecast.** A forecast of General Fund receipts and disbursements is developed as part of each year's budget process and is updated periodically. Individual and aggregate revenue categories, as well as expenditures, are projected by revenue and/or expenditure type. Historical growth rates, economic assumptions, and SACOG expenditure priorities are all used in developing the forecast. This tool is used as a planning document for developing the budget guidelines and for evaluating the future impact of current year decisions.

Sacramento Area Council of Governments
Budget and Fiscal Policies
(Continued)

TYPICAL BUDGETARY PROCESS FOR AN OWP AMENDMENT FOR A PROJECT, INCLUDING APPROVAL BY THE SACOG BOARD OF DIRECTORS, FHWA (VIA CALTRANS), AND FTA

When do we do an OWP amendment?

An OWP amendment is brought to the Board when it is necessary. The first OWP amendment typically takes place in August/September timeframe.

The August/September amendment has a couple of specific purposes. One specific purpose is to amend in select grant carryover balances, which is based on the amounts left (in the grants) at the previous June 30. Caltrans won't allow SACOG to bill (in the next FY) for those select carryover grants until the remaining grant carryover balance at June 30 has been finalized. Another specific purpose is to either correct/ update/modify project revenue or expense based on new information that is available, since the project totals are from the estimates made in March-May, with the budget being approved in May. Another specific purpose would be to add any new grants or projects.

Other OWP amendments can occur when necessary. Caltrans typically has a cutoff of no more OWP amendments after April; however, we can prepare an additional amendment if we obtain their permission. We typically contact Susan Wilson at Caltrans and request permission to amend. She will contact headquarters (HQ) with our request, and e-mail back to us that we can make the amendment. There have been situations when a new grant has come through in May or June, and Caltrans directs us to amend it into our OWP. They tell us they want us to do it! There have been instances when we have received additional PL or 5303 moneys (that we were not expecting) in May or June, and we have asked Caltrans if we could amend these into our OWP budget.

Impetus for project changes comes from a variety of sources:

- FHWA via Caltrans may want us to add a project to the OWP budget since the grant revenue is now available and Caltrans needs us to “book” the grant in a specific year. This can happen anytime, and has happened in June before.
- FTA may want us to add a project to the OWP budget since the grant revenue is now available and Caltrans needs us to “book” the grant in a specific year. This can happen anytime, and has happened in June before.
- From project managers within SACOG
- From directors and upper management with SACOG
- From other staff working on the projects
- At the behest of our Board members, where they want certain work to be performed.

Sacramento Area Council of Governments
Budget and Fiscal Policies
(Continued)

What is the process for each amendment?

1. An e-mail is sent to staff requesting input of potential changes to the current OWP budget. We also contact Caltrans to if there any changes originating from them. The finance manager will also ask directors, project managers, and other management team members (during management meetings) if they know of any potential changes.
2. Thus, input by way of e-mails, word of mouth, or other means, potential amendment information is accumulated by the finance manager, accountant III, and the OWP clerical coordinator.
3. The OWP team meets monthly to discuss the various inputs (information) each has received to determine if an OWP amendment is really necessary at that time.
4. If the OWP team determines that an OWP amendment is necessary (material in amount, must do according to Caltrans, or new grant has to be inserted before work can begin, etc.), then action is begun to prepare a draft OWP document.
5. The draft and final OWP document typically includes a one page committee item, the revenue and expense OWP budget sheets, another work document more fully explaining the reason for each project change, and other documents that reflect updated project descriptions and project scope changes.
6. Next step is obtain the following types of information:
 - A. New project: Obtain full description of the project, obtain a scope of work from the project manager that describes the new project with tasks and deliverables, staff time and labor that will be necessary for the current budget year, determine where the revenue comes from to cover the project costs, obtain and information on consulting, printing, legal, and etc., costs that will go with the project.
 - B. If modifying a current project: Obtain a new description of the project if that is changing, obtain an updated scope of work from the project manager that describes the updated tasks and deliverables, obtain staff time and labor that will be necessary for the current budget year, determine where the revenue comes from to cover the project costs (see section c below), obtain and information on consulting, printing, legal, and etc., costs that will go with the project, especially if that has changed.
 - C. With these changes, especially related to staffing movements, is the need to reconfigure staffing, because the employee staffing is a “closed system,” which means that the employees have to work somewhere. So, if staff time planned for one project is now adjusted to work on another other project, then staff time is taken away from the project where it was originally planned. This involves updating the hours/dollars spreadsheet model for employee movements. The hours/dollars spreadsheet model is the basis for the salary/benefit and indirect costs that are allocated to each project in the OWP. Once this model is updated for the various staff movements, the salary/benefit and indirect costs project costs are then inserted into the primary OWP cost spreadsheet for all the projects involved. Note that the salary/benefit and indirect costs totals at the

Sacramento Area Council of Governments
Budget and Fiscal Policies
(Continued)

bottom of the original OWP cost spreadsheet should be the same as before, because we have just moved staff between projects.

7. Once all the cost data is gathered, the finance manager will insert all the project costs information into the primary OWP expense spreadsheet in the line for the new and amended projects.
8. The revenue that is associated with the new project or modified projects will be inserted into the primary OWP revenue spreadsheet, under the appropriate revenue columns. This portion of the OWP revenue balancing is tricky and can be confusing. The finance manager may be adjusting SACOG's primary annual revenue streams (PL and 5303) to match to the new expenses which then would affect the matching funds that go with the federal funds. The same is true for all the specific grants funded projects that use/need matching funds. If a project is already "overmatched" to begin with, it might need additional overmatching funds to match a higher project cost.
 - A. Any matching funds needed (match or overmatch) will also be added to the revenue in order for the total revenue to match the total expenses.
 - B. The project revenue must match the project expenses and costs in a specific project that were supported by a certain revenue stream may not now supported by revenues stream for the new projects. This can be true depending on if the project is specifically grant funded or funded from a more generic pot of SACOG's revenues.
 - C. This could mean that a project may need additional local funds, or possible reserve funds, to now match revenues and expenditures, and specific grants revenue will not be needed as much as it was before.
 - D. Most of revenue totals at the bottom of the primary OWP revenue spreadsheet should be unchanged except for anything effecting specific grants.
 - i. The three columns for the current year local funds should remain approximately the same, unless some large expense activity is not now going to occur with those projects with discretionary funding (where not as much money is needed).
 - ii. The column reflecting use of prior year funds (cash reserves) is the one to watch to determine the positive or negative effects on all the OWP changes. That total will go up or down. In order for costs to match revenue, the finance manager may need to use reserve funds to make the equation work, especially if due to the changes, SACOG can't now use as much specific grant funding as previously planned/budgeted for.
9. What happens when the finance manager has completed all the individual project balances (costs = revenues) and the bottom portion of both the OWP revenue and expenses are all in balance?
 - A. The finance manager will e-mail the revenue and expense spreadsheets to Caltrans for review to see if there are any issues with the proposed changes to costs or revenues.
 - B. At the same time, the finance manager sends out the proposed OWP amendment to employees on the budget team e-mail list (20+ people, which includes the CEO, COO,

Sacramento Area Council of Governments
Budget and Fiscal Policies
(Continued)

- all three directors, and all project managers), asking them to review the information as to its correctness, and to respond back to the finance manager if they see any errors or problems with the numbers. They are asked to respond back by a certain date, so that any correction or changes can be made prior to the data being uploaded to the Government Relations & Public Affairs (GRPA) Committee agenda.
- C. The proposed OWP can also be discussed at a management meeting, if there is a meeting scheduled.
 - D. The finance manager receives input on potential changes from all parties and makes correction as necessary (see all the steps above).
 - E. The finance manager makes the corrections by the due date, checks back with the specific project manager with the change, and then submits the OWP spreadsheets as part of the OWP committee item. This revised document is also resent to all everyone on the budget team e-mail list.

- At this point, the finance manager has also prepared the one page committee item highlighting the major issues that would be important to our Board members. Also, as needed, the finance manager has prepared a separate word document that further explains the total changes for each project and what caused the change to both costs and revenues. This document goes behind the one-page committee cover memo in the committee packet. Also included in the committee packet is a updated project scope for any projects with scope changes (required by Caltrans).
- 10. The GRPA Committee items and all the attachments then go through the internal approval cycle, which typically includes two of the directors, the COO, and finally to the CEO, for the committee item signature. At any point in this process, there can be changes to the language in the committee item, but usually few changes occur to the other supporting documents.
 - 11. Once this item has passed through these approval levels, it is included in the committee agenda packet and sent out to the committee members, for the upcoming GRPA Committee meeting.
 - 12. Actual GRPA Committee meeting:
 - A. There can be changes in the OWP documents from the time the information was originally sent out to when the meeting actually happens.
 - B. If there are any changes, the committee members are notified, and updated copies of whatever has changed are provided at the meeting, both for the committee members and the public attending the meeting.
 - C. The GRPA Committee then takes action on the agenda items, which usually means it will recommend to the full Board the approval of the item. If so, the item will now go to the full SACOG Board for final approval.
 - 13. SACOG Board approval process. The OWP amendments typically go as consent items on the Board's agenda.

Sacramento Area Council of Governments
Budget and Fiscal Policies
(Continued)

14. FHWA approval of the amendment: After the Board approves the amendment, the full Board item and all attachments are sent to Caltrans to obtain FHWA approval also. Caltrans reviews the final amendment documents and e-mails approval. In some cases, the new amendment may mean that a new OWPA document will need to be signed as well. If that is the case, Caltrans sends specific documentation to us to obtain the CEO's signature.
 - A. At this point, SACOG staff will begin to update its accounting system budgetary documents (GL and project management system) with the new approved budgeted cost and revenue numbers.
15. FTA approval of the amendment: Caltrans sends FTA the amendment for review, and FTA advises if it concurs with FHWA approval. Caltrans then notifies SACOG of FTA and FHWA approval

What happens when the annual state budget is late?

Per Caltrans, the only restriction when the state budget is late is that Caltrans cannot reimburse OWP costs until the state budget is enacted. MPO staff work performed during a budget impasse can be invoiced retroactively upon passage of the budget. We can still process the FY 12/13 OWP agreement, and we can process FY 12/13 OWP and OWPA amendments after July 1, whether or not the state budget has been enacted.

GASB 54



Item #11-6-6
Consent

SACOG Board of Directors

June 9, 2011

Implementing Governmental Accounting Standards Board Statement (GASB) 54, *Fund Balance Reporting and Governmental Fund Type Definitions*

Issue: Should the Board of Directors adopt a Fund Balance Policy to implement GASB 54, *Fund Balance Reporting and Governmental Fund Type Definitions*?

Recommendation: The Government Relations & Public Affairs Committee recommends that the Board of Directors adopt a Fund Balance Policy to implement GASB 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, applicable to all financial statements and reporting prepared after June 30, 2011.

Committee Action/Discussion: In February 2009, the Governmental Accounting Standards Board (GASB) issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. This new standard does not change the total amount of a given fund balance, but it does change the categories and terminology used to describe the components that make up a fund balance. The new categories and terminology reflect an approach that focuses not on financial resources available for appropriation within a fund, but on the extent to which the agency is bound to honor constraints (internal or external) on the specific purposes for which amounts in the fund can be spent. GASB 54 is intended to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied. The recommended Fund Balance Policy implements the GASB 54 requirements for governmental entities to establish fund balance classifications applicable to financial reporting.

A similar Fund Balance Policy for the Capitol Valley SAFE is being presented to the Capitol Valley SAFE Board of Directors.

Approved by:

Mike McKeever
Chief Executive Officer

MM:DG:ef
Attachment

Key Staff: Kirk Trost, Chief Operating Officer/General Counsel, (916) 340-6210
Rebecca Sloan, Director of External Affairs & Member Services, (916) 340-6224
David Ghiorso, Finance Manager, (916) 340-6258

GASB 54

(Continued)

ATTACHMENT FUND BALANCE POLICY

I. GENERAL INFORMATION: GOVERNMENTAL ACCOUNTING STANDARDS BOARD STATEMENT NO. 54

In February 2009, the Governmental Accounting Standards Board (GASB) issued Statement No. 54, ***Fund Balance Reporting and Governmental Fund Type Definitions***. This new standard does not change the total amount of a given fund balance, but it does change the categories and terminology used to describe the components that make up a fund balance. The new categories and terminology reflect an approach that focuses not on financial resources available for appropriation within a fund, but on the extent to which the agency is bound to honor constraints on the specific purposes for which amounts in the fund can be spent. This information is being presented to provide information to the Board of Directors on the new reporting standard, which will be implemented with the preparation of financial statements prepared after June 2011, and to formally adopt SACOG's fund balance policy, including definitions of reported fund balances, consistent with the new standard.

The term fund balance is used to describe the difference between assets (what is owned) and liabilities (what is owed) reported within a fund. In the past, fund balances have been classified into three separate components: Reserved, Designated, and Undesignated. There are almost always important limitations on the purpose for which all or a portion of the resources of a fund can be used. The various components of the new fund balance reporting standard are designed to indicate the extent to which the agency is bound by these limitations placed upon the resources.

GASB Statement No. 54 defines five new components of fund balance that will replace the current existing three components. The five new components are as follows.

Non-spendable Fund Balance – That portion of a fund balance that includes amounts that cannot be spent because they are either (a) not in a spendable form, such as prepaid items, inventories of supplies, or loans receivable; or (b) legally or contractually required to be maintained intact, such as the principal portion of endowment. This category was traditionally reported as a “reserved” fund balance under the old standard.

Restricted Fund Balance – That portion of a fund balance that reflects constraints placed on the use of resources (other than non-spendable items) that are either (a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation. This category was traditional reported as a “reserved” fund balance under the old standard.

Committed Fund Balance – That portion of a fund balance that includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision making authority, and remain binding unless removed in the same manner. This category was traditional reported as a “designated” fund balance under the older standard.

GASB 54

(Continued)

Assigned Fund Balance – That portion of a fund balance that includes amounts that are constrained by the government’s intent to be used for specific purposes, but that are neither restricted nor committed. Such intents needs to be established at either the highest level of decision making, or by an official designated for that purpose. This category was traditionally reported as a “designated” fund balance under the old standard.

Unassigned Fund Balance – That portion of a fund balance that includes amounts that do not fall into one of the above four categories. The general fund is the only fund that should report this category of fund balance. This category was traditionally reported as an “undesigned” fund balance under the old standard.

II. FUND BALANCE POLICY

This Fund Balance Policy establishes the procedures for reporting fund balance in SACOG’s financial statements for its various government funds. Certain commitments and assignments of fund balance will help ensure that there are adequate financial resources to protect the agency against unforeseen circumstances and events such as revenue shortfalls and unanticipated expenditures. The policy also authorizes and directs management to prepare financial reports which accurately categorize fund balance as per Government Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*.

Section a. below addresses the general policies applicable to all SACOG funds. Section b. below addresses the definitions and policies applicable to each of SACOG’s governmental funds.

A. GENERAL POLICIES

1. Maintaining adequate fund balance reserves is an essential part of sound financial management. SACOG realizes the importance of reserves in providing reliable service to its members, financing its operations, and funding emergencies should the need arise.
2. For committed fund balances, the highest level of decision-making authority is the Board of Directors; a Board resolution or motion is required to formally establish, modify, or rescind a fund balance commitment.
3. The Board delegates to the Chief Executive Officer and/or the Chief Operations Officer authority to assign, change, and manage unrestricted fund balance transactions going in and out of the funds where SACOG’s intent is for those amounts to be used for specific purposes. This delegation of authority is for the sole purpose of reporting these amounts in the annual financial statements.
4. It is the policy of SACOG that when an expenditure is incurred, and both restricted and unrestricted fund balance is available for the expenditure, that the expenditure reduces the restricted balance first and the unrestricted balance second.

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(Continued)

5. It is the policy of SACOG that when an expenditure is incurred, and committed, assigned, or unassigned fund balance is available for the expenditure, that the expenditure reduces the committed balance first, the assigned fund balance second, and the unassigned fund balance last.
6. SACOG's Fund Balance Policy will be reviewed as a part of the annual budget process.

B. GOVERNMENTAL FUND DEFINITIONS AND POLICIES

1. PLANNING AND ADMINISTRATION FUND (GENERAL FUND)

The SACOG Planning and Administration Fund is SACOG's primary operating fund. It is used to account for SACOG's transportation planning and administrative activities funded from various federal, state, and local sources. Under the umbrella of the Planning and Administrative Fund is the Board & Advocacy budget, which is a separate budget approved by the SACOG Board of Directors at the same time the primary budget is approved.

Non-spendable Fund Balance

- Reserve for Prepaid Items

This category is used to record the reserve for prepaid items

Restricted Fund Balance

- This category would be used for any funds in the Planning and Administration Fund, which is not typical, that are constrained (other than nonspendable items) either by external entities, by law or regulation, or through constitutional provisions or enabling legislation.

Committed Fund Balance

- Board & Advocacy

Revenue from member jurisdiction dues, and interest earned thereon, provides local discretionary funding and is committed for Board & Advocacy costs. The funds accumulate over all fiscal years and can be used only at the discretion of the Board. As of June 30, 2010, the fund balance was \$151,573. As part of the annual budget for Board & Advocacy, the Board of Directors also may choose to designate other funds, such as interest income from the Planning and Administrative Fund, for this purpose.

- Community Design Grants

The funds formerly maintained in the SACOG Managed Fund that are committed for Community Design Grant projects.

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(Continued)

Assigned Fund Balance

- Reserves

In 2006, the Board established the following reserves. The Chief Executive Officer has the authority to move funds between reserves.

- Legal Defense

This reserve, in the amount of \$500,000, is for costs to defend a legal action.

- Self-Insurance

This reserve, in the amount of \$200,000, is for liability claims not covered by insurance.

- Project Specific Carryover Funds

These funds relate to the “Four-Party Agreement” between the City of Sacramento, the County of Sacramento, the Sacramento Regional Transit District, and Paratransit, Inc. The funding components of the Agreement were terminated with the passage and realignment of funds under Sacramento County’s new Measure A sales tax. These funds are assigned to assist Paratransit, Inc. with administrative services, monitoring, transit planning, and technical assistance. The Chief Executive Officer and/or the Chief Operations Officer shall have delegated authority to utilize the fund for the specified purposes.

- Geographic Information Systems (GIS) Recipients

These funds relate to a Letter of Agreement establishing a cooperative of entities to coordinate the development of GIS in Sacramento County. SACOG acts as administrator for the cooperative. The Chief Executive Officer and/or the Chief Operations Officer shall have delegated authority to utilize the fund for the specified purposes, in coordination with the GIS Cooperative Steering Committee.

Unassigned Fund Balance

These funds are the amounts in the Planning and Administration Fund not classified as non-spendable, restricted, committed, or assigned.

- The unassigned fund balance includes a reserve for the cash required to keep SACOG operating for a period of three months. Annually, an analysis is done to determine the level at which the reserve should be funded for three months of current operations. Incremental funding will occur through the budgeting process as funds are available to fully fund up to the required level. The current operating cash reserve is \$1,500,000.

GASB 54

(Continued)

- The unassigned fund balance also includes funds previously reported in the SACOG Managed Fund. The SACOG Managed Fund has been used to accumulate funds from local agencies for reimbursement of projects originally expected to have been completed with local funds, but were instead funded with available Federal Funds. Through these reimbursement arrangements, SACOG has been able to accumulate flexible local funds, without the burden of state and federal restrictions and processes. The Community Design Program has utilized a portion of these funds. The Fund also has been used to provide financing and cash flow to benefit local agency projects. Historically, the Fund has been treated as a separate special revenue fund. Under new GAAP and GASB rules, the Fund no longer qualifies as a special revenue fund. However, staff is in the process of developing a long-term strategic Board policy, for consideration during this fiscal year, for the utilization of these funds, which may result in the recategorization of some or all of the amounts in these funds as committed or assigned.

2. SACOG FINANCING CORPORATION

The SACOG Financing Corporation was established to purchase an ownership interest in the Meridian Plaza complex. In 2004-05, the Meridian Plaza complex was sold, resulting in a net gain to the Financing Corporation of \$1.2 million for the initial investment of \$2 million. Since then the proceeds have been invested in the Sacramento County investment pool and have accumulated interest earnings, bringing the total cash and investment pool to approximately \$3.8 million at June 30, 2010.

Assigned Fund Balance

- Reserve for Other Post-Employment Benefits (OPEB)

In 2006, the Board of Directors assigned the amounts in the SACOG Financing Corporation as a reserve for the future costs of employee post-retirement health benefits. At the time, the Board noted that its action was a policy only and, if at some future date it is determined there is a better use for these funds, the policy could be modified or reversed.

In May 2010, the Board authorized the use of up to \$1,042,000 of the fund to support the Planning and Administration Fund FY 10/11 budget, should that be necessary. In May 2011, the Board continued that authorization for use in FY 11/12.

Board action is necessary to modify these policies.

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(Continued)

3. SACRAMENTO EMERGENCY CLEAN AIR AND TRANSPORTATION PROGRAM

This special revenue fund accounts for the revenues and expenditures associated with SACOG's administration of the Sacramento Emergency Clean Air and Transportation Program (SECAT), using state Traffic Congestion Relief Program (TCRP) funds. This program is in the 11th and final year of operation. This fund was originally advance-funded \$66 million. The goal of the program was to reduce nitrous oxide (NOx) emissions in the region. The remaining TCRP funds are expected to be fully exhausted by June 30, 2011.

Restricted Fund Balance

All the funds are restricted to use in the SECAT program for engine replacements that meet certain air quality restrictions.

4. PUBLIC TRANSPORTATION MODERNIZATION, IMPROVEMENT, AND SERVICE ENHANCEMENT ACCOUNT

Approved as Proposition 1B on the November 2006 ballot, the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act included \$4 billion for the Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA). Of this amount, \$3.6 billion is designated for allocation over a ten-year period for public transportation projects that protect the environment and public health, conserve energy, reduce congestion, and increase mobility and access. The \$3.6 billion is to be distributed by formula based on population or farebox revenue to transit operators for capital projects. Assembly Bill 1072 continued the process for PTMISEA fund distribution for FY 2009-10 and subsequent fiscal years.

Eligible transit capital projects include safety or modernization improvements, capital service enhancements or expansions, new capital projects, bus rapid transit, and rolling stock procurement, rehabilitation, or replacements. Any completed or partially completed project must be usable by the public when the PTMISEA funds allocated to the project are expended.

Each year, PTMISEA funds are appropriated in the state budget to the State Controller's Office (SCO) for allocation to eligible agencies, with the California Department of Transportation (Caltrans) Division of Mass Transportation (DMT) as the administering agency. The SCO identifies and develops the list of eligible regional and local project sponsors and the amount each is eligible to receive. To date, \$2.8 billion has been appropriated in the following amounts each year: \$600 million in Fiscal Year (FY) 2007-08; \$350 million in FY 2008-09; \$350 million in FY 2009-10; \$1.5 billion in FY 2010-11. \$800 million remains to be allocated.

SACOG is the primary project sponsor for regional funding. SACOG issues calls for projects and awards the funds to transit capital projects using evaluation criteria. One of the

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(Continued)

current evaluation criteria is regional equity to eligible transit agencies in the four-county area. When a project is partially or fully funded, SACOG receives a fund transfer from SCO. SACOG enters into a subrecipient funding agreement with the project sponsor who is responsible for accomplishing the scope of work.

Restricted Fund Balance

The PTMISEA can only be used for projects consistent with Proposition 1B and its enabling legislation.

The PTMISEA cannot have a balance of less than \$0, unless another SACOG fund is used to advance funds to the PTMISEA for project delivery. PTMISEA funds may be used to advance transit projects ahead of available bond sales with the intent to leverage funds received up front for large transit capital projects that will be reimbursed to the project sponsor over the next two to three years.

The SACOG Board of Directors approves the award of funds from the PTMISEA and authorizes the Chief Executive Officer, or his/her delegate(s), to execute any required funding requests or agreements to implement the award.

5. STATE TRANSIT ASSISTANCE FUND

In 1979, the State Transit Assistance (STA) Fund was created under the Transportation Development Act to provide funding for transportation planning, public transportation, and community transit purposes. Funding comes from 75% of the statewide sales tax on diesel fuel. The money is appropriated to the State Controller's Office and is then allocated by formula to each designated regional planning and programming agency. The formula allocates 50 percent of the funds based upon population of the region compared to the population of the State, and 50 percent based upon transit operator revenues for the prior fiscal year compared with statewide transit operator revenues.

SACOG is the designated Regional Transportation Planning Agency (RTPA) for the Sacramento Region, which includes the Counties of Sacramento, Sutter, Yolo and Yuba. The STA allocations for the Sacramento Region are deposited in the STA Fund and, as the RTPA, SACOG is responsible to allocate the STA Fund to the transit operators and claimants within the four-county region. The Fund supports the capital and operating needs of transit providers. Eligible claimants include cities, counties, transit districts, consolidated transportation service agencies, and operators located or operating within the four counties.

Restricted Fund Balance

The STA Fund can only be used for expenditures consistent with the Transportation Development Act. The Act prescribes the processes, including audits, for the expenditure of funds.

GASB 54

(Continued)

The SACOG Board of Directors approves the claims for funding from the STA Fund and authorizes the Chief Executive Officer, or his/her delegate(s), to take all actions required to implement the funding program.

6. LOCAL TRANSPORTATION FUNDS: SACRAMENTO COUNTY; SUTTER COUNTY; YOLO COUNTY; YUBA COUNTY

In 1971, the Local Transportation Funds were created under the Transportation Development Act to provide funding for public transportation. Funds for the program are derived from $\frac{1}{4}$ cent of the retail sales tax collected statewide by the State Board of Equalization. The funds are returned to each county, through a designated RTPA, based upon the sales tax collected in that county. The RTPA is responsible for the administration of the Local Transportation Funds for these counties and jurisdictions within them.

Local Transportation Funds are used to administer the Transportation Development Act and to provide transit services, pedestrian and bicycle facilities, and streets and roads funding within each county. Eligible claimants include the cities, counties, consolidated transportation service agencies, transit districts, and transit joint powers agencies located within, or operating within, the counties. Funds initially are apportioned on an annual basis to areas within each County based upon population. Funds are then allocated by the RTPA based on a locally-adopted process.

Restricted Fund Balance

The Local Transportation Funds can only be used for expenditures consistent with the Transportation Development Act. The Act prescribes the processes for the expenditure of funds.

Once funds are apportioned to a jurisdiction, they are available only for allocation and payment to claimants within that jurisdiction upon the submission of a claim and approval by the SACOG Board of Directors. The Board authorizes the Chief Executive Officer, or his/her delegate(s), to take all actions required to implement the funding program.

Sacramento Area Council of Governments

Chart of Accounts

Element/Project

13-001 Government Relations, Public Affairs and Administration

- 01 Interagency Relations
- 02 Program Management
- 03 Multi-Agency Planning and Coordination
- 04 Legislative Analysis
- 05 Education, Outreach and Marketing

13-002 Long-Range Transportation Planning

- 01 Model Development
- 02 Pedestrian and Bicycle Planning
- 03 Regional Forecasting
- 04 Major Investment Studies
- 05 Human Services Coordinated Transportation Plan & Paratransit Monitoring
- 06 Goods Movement/Freight Planning
- 07 Regional Household Travel Study
- 09 Statewide Development of Transportation/Land Use Planning Tools
- 10 Model Development – Fine-Grained Networks

13-003 Short-Range Transportation Planning and Studies

- 01 Central California Traction Company Preservation and Purchase Plan Study
- 02 Complete Streets
- 03 Sacramento Regional Transit District Planning
- 06 Safe Routes to School
- 07 South County Transit/LINK Management Transition Plan
- 11 After Nine Transit Study
- 14 Online Bicycle Trip Planner
- 15 Paratransit Short-Range Transit Plan
- 16 YCTD Short-Range Transit Plan
- 17 Elk Grove Transit Short-Range Transit Plan
- 18 Unitrans Short-Range Transit Plan
- 19 SACOG Transit Intern
- 20 CalVans JPA Implementation
- 21 FTA 5307 and 5309 Grant Administration
- 22 Proposition 1B PTMISEA Administration

13-004 Continuing Transportation Services Implementation

- 01 Regional Air Quality Planning
- 02 Federal and State Programming
- 03 Regional Transportation Monitoring
- 04 Rural Transportation Planning Coordination
- 05 Passenger Rail Improvements
- 06 Connect Card Implementation
- 07 Transit Technical Assistance and Programming
- 08 JARC/New Freedom Administration

13-005 Land Use and Housing Planning

- 01 Sacramento Region Blueprint Implementation
- 02 Regional Land Use Monitoring
- 03 Regional Housing Needs Planning (RHNA)
- 04 Community Design Program
- 05 Rural-Urban Connections Strategy
- 06 Airport Land Use Commission – General
- 08 ALUCP – Sacramento County - Update for SMF
- 09 Rural-Urban Connections Strategy/Sustainable Communities Strategy Implementation
- 10 Specialty Crop Block Grant Program
- 11 ALUCP/Sacramento County/MCC

13-006 Metropolitan Transportation Plan/Sustainable Communities Strategy Implementation

- 04 MTP/SCS Implementation
- 05 Sustainable Communities Regional Planning Grant Program

13-007 Member, Agency, & Transportation Services

- 01 Project Delivery
- 02 Regional Information Center
- 03 Transportation Development Act Administration
- 06 511/STARNET Capital Improvements
- 07 Transportation Demand Management
- 08 511/STARNET Operations
- 09 511 Automated Transit Trip Planning
- 10 Sacramento Emergency Clean Air and Transportation (SECAT) Program
- 12 Sacramento County Transit Technical Assistance
- 13 Sustainability and Climate Action Planning Assistance
- 14 Integrated Basemap Program
- 17 I-PLACE³S Training for Maricopa Association of Governments
- 18 Capitol Area Plug-In Electric Vehicle Planning
- 19 California Plug-In Electric Vehicle Collaborative
- 20 Sacramento County Plug-In Electric Vehicle Planning

13-008 Pass-Through to Other Agencies

- 08 Regional Transit Comprehensive Operational Analysis
- 09 American River Crossings Alternatives Study Project
- 10 Unitrans ITS Project
- 11 SACOG Managed Fund Projects

Sacramento Area Council of Governments
Fiscal Year 2012-13

Chart of Accounts

Element/Project

(Continued)

13-009 Miscellaneous Other Funding

- 01 Unitrans – CNG Fueling Facility Study*
- 03 Unitrans Parking Lot Study for Downtown Davis *
- 04 SRTD Downtown-Natomas-Airport Rail Project*
- 05 Downtown/Riverfront Transit Alternatives Analysis
- 06 Green Line Planning*

13-012 JARC

- 01 SRTD JARC Operating Assistance
- 02 Roseville Transit JARC Operating Assistance
- 03 JARC Operating Assistance
- 05 County of Sacramento Department of Health JARC Operating Assistance

- 06 Yolo County Transportation District JARC Operating Assistance
- 07 City of Roseville South Placer County New Freedom One-Stop Call Center
- 08 Paratransit, Inc. New Freedom Mobility Management
- 09 SRTD New Freedom Capital Improvements
- 10 Western Placer CTSA New Freedom Operating Assistance
- 11 County of Sacramento Department of Health New Freedom Operating Assistance
- 12 Yolo County Transportation District New Freedom Operating Assistance

Sacramento Area Council of Governments

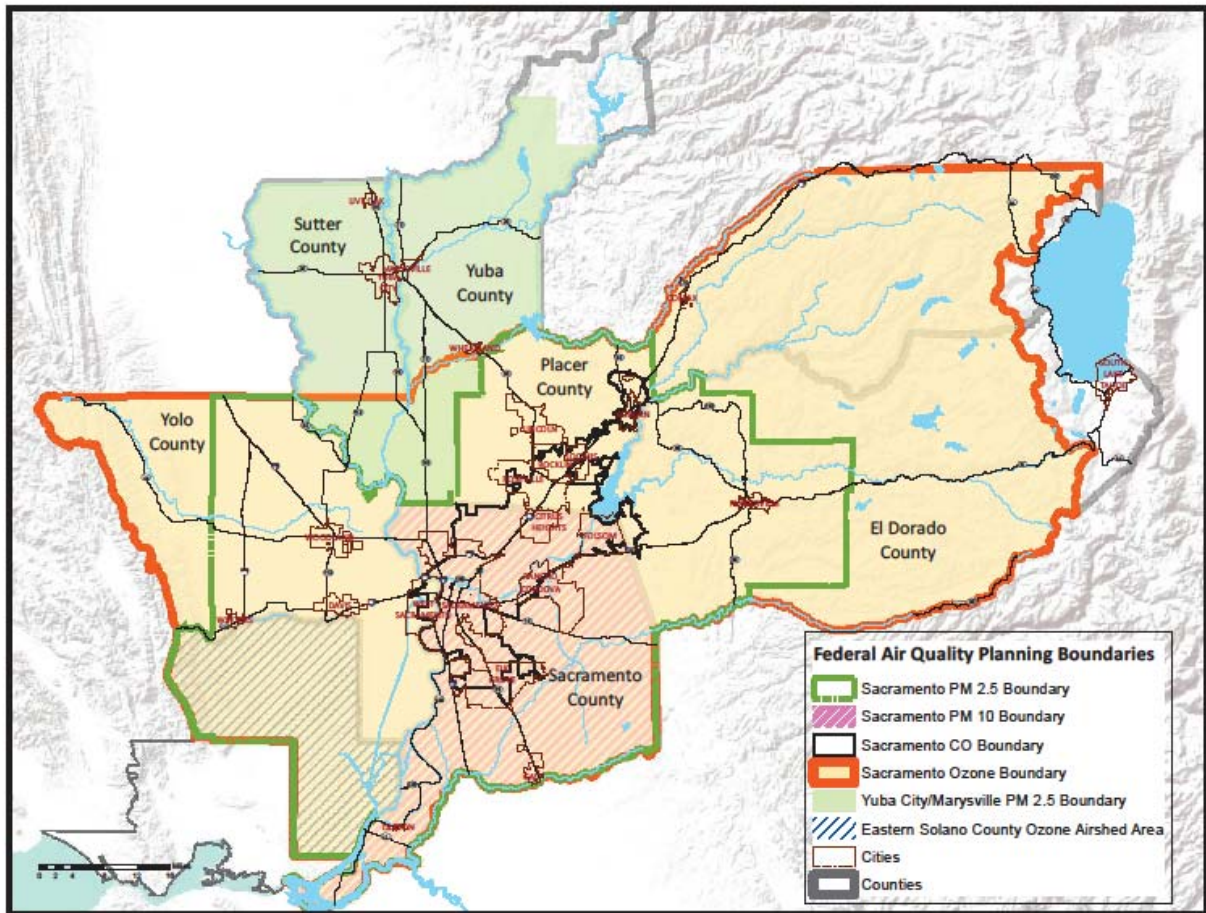
Salary Schedule

Effective August 1, 2012

Position	Salary Range	A			B			C			D			E		
		Annual	Monthly	Hourly	Annual	Monthly	Hourly	Annual	Monthly	Hourly	Annual	Monthly	Hourly	Annual	Monthly	Hourly
Administrative Clerk I Staff Assistant	14	32,472	2,706	15.61	34,092	2,841	16.39	35,796	2,983	17.21	37,584	3,132	18.07	39,468	3,289	18.98
Administrative Clerk II	16	35,796	2,983	17.21	37,584	3,132	18.07	39,468	3,289	18.98	41,436	3,453	19.92	43,512	3,626	20.92
Administrative Clerk III	18	39,468	3,289	18.98	41,436	3,453	19.92	43,512	3,626	20.92	45,684	3,807	21.96	47,964	3,997	23.06
Administrative Assistant I Accounting Technician	20	43,512	3,626	20.92	45,684	3,807	21.96	47,964	3,997	23.06	50,364	4,197	24.21	52,884	4,407	25.43
Administrative Assistant II Accountant I Graphic Designer I Information Technology Analyst I Public Information Coordinator I Research Technician	22	47,964	3,997	23.06	50,364	4,197	24.21	52,884	4,407	25.43	55,536	4,628	26.70	58,308	4,859	28.03
Junior Planner	23	50,364	4,197	24.21	52,884	4,407	25.43	55,536	4,628	26.70	58,308	4,859	28.03	61,224	5,102	29.44
Administrative Coordinator I Administrative Assistant III	25	55,536	4,628	26.70	58,308	4,859	28.03	61,224	5,102	29.44	64,284	5,357	30.91	67,500	5,625	32.45
Accountant II Assistant Planner Assistant Research Analyst Graphic Designer II Information Technology Analyst II Public Information Coordinator II	26	58,308	4,859	28.03	61,224	5,102	29.44	64,284	5,357	30.91	67,500	5,625	32.45	70,872	5,906	34.07
Administrative Coordinator II	27	61,224	5,102	29.44	64,284	5,357	30.91	67,500	5,625	32.45	70,872	5,906	34.07	74,412	6,201	35.78
Accountant III Associate Information Technology Analyst Associate Planner Associate Research Analyst Associate Public Information Coordinator Associate Graphic Designer	29	67,500	5,625	32.45	70,872	5,906	34.07	74,412	6,201	35.78	78,132	6,511	37.56	82,044	6,837	39.45
Senior Accountant Senior Graphic Designer Senior Research Analyst Senior Planner Senior Public Information Coordinator Senior Information Technology Analyst	32	78,132	6,511	37.56	82,044	6,837	39.45	86,148	7,179	41.42	90,456	7,538	43.49	94,980	7,915	45.66
Supervising Senior Planner Supervising Senior Research Analyst Clerk of the Board/HR Specialist	33	82,044	6,837	39.45	86,148	7,179	41.42	90,456	7,538	43.49	94,980	7,915	45.66	99,720	8,310	47.94
Management Staff		90,456	7,538	43.49	-	-	-	-	-	-	-	-	-	127,284	10,607	61.20
Determined by individual employment agreement within the range																
Executive Staff	-	120,408	10,034	57.89	-	-	-	-	-	-	-	-	-	169,440	14,120	81.46
Determined by individual employment agreement within the range																
CEO and COO/General Council - Determined by employment agreement																

Note: Regular full-time employees are paid a monthly salary based on this schedule. The hourly rates used for regular part-time employees are computed by dividing the annual salary by 2,080 hours.

Sacramento Area Council of Governments
Air Quality Planning Boundaries and Population





Downtown Sacramento

Glossary of Terms

Accounting System — The total set of records and procedures which are used to record, classify and report information on the financial status and operations of an entity.

Accrual Basis of Accounting — The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time) and expenditures are recorded when goods and services are received (whether or not cash disbursements are made at the time).

Amended Budget — The original adopted budget plus any amendments passed as of a certain date.

Appropriation — An amount of money in the budget authorized by the Board of Directors, for expenditure or obligation within organizational units for specific purposes.

Audit — A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls and is intended to:

- Ascertain whether financial statements fairly present financial position and results of operations,
- Test whether transactions have been legally performed,
- Identify areas for possible improvements in accounting practices and procedures,
- Ascertain whether transactions have been recorded accurately and consistently, and
- Ascertain the stewardship of officials responsible for governmental resources.

Balanced Budget — The normal definition is that a balanced budget occurs when the total sum of money a government collects in a year is equal to the amount it spends on goods, services, and debt interest. In the case of SACOG, for FY 10-11, a balanced budget would also include the use of prior year cash reserves (collected in a previous period), to add to what it normally collects on an annual basis, to equal to what it plans to spend on goods and services. SACOG has no debt service interest at this time.

Bond — A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date(s)) along with periodic interest paid at a specific percentage of the principal (interest rate). Bonds typically are used for long-term debt.

Budget (Operating) — A plan of financial operation embodying an estimate of proposed expenditures for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates).

Budget Message — A general discussion of the proposed budget presented in writing as a part of the budget document. The budget message explains principal budget issues against the background of financial experience in recent years and presents recommendations made by the district staff.

Caltrans (California Department of Transportation) — The state agency that maintains and operates California's Highway system.

Glossary of Terms

(Continued)

Capital Assets — Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Capital Budget — A plan of proposed expenditures and the means of financing them, usually based on the first year of the capital improvement program (CIP) and typically enacted as part of the complete annual budget which includes both operating and capital outlays.

Capital Equipment — Fixed assets such vehicles, computers, furniture and technical instruments which have a life expectancy of more than one year and a value over \$5,000.

Capital Project Funds — Capital project funds are used to account for monies set aside for construction of buildings and infrastructure. When monies—typically bond proceeds—are received for specific projects, they are recognized in and disbursed from a capital projects fund.

Cash Basis — The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

Cash Management — A conscious effort to manage cash flow in such a way that interest and penalties paid are minimized and interest earned is maximized. Funds received are deposited on the day of receipt and invested as soon as the funds are available.

Congestion Mitigation and Air Quality (CMAQ) Improvement Program — A federal source of funding for projects and activities that reduce congestion and improve air quality, both in regions not yet attaining federal air quality standards and those engaged in efforts to preserve their attainment status.

Contingency — A budgetary reserve to provide for emergency or unanticipated expenditures during the fiscal year.

Debt Service Funds — Debt service funds are used for the accumulation of monies to make required payments on long-term obligations, such as bonds or capital leases. As a practical matter, common source documents include bond trustee statements. Monies used to pay for the bonds can be revenues, such as property taxes earmarked specifically for the bond issue or from transfers from other funds. One example might be a transfer from the Highway Fund (a special revenue fund) to pay road improvement bonds.

Deficit — The excess of expense over income during an accounting period.

Depreciation — (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy, or obsolescence. (2) That portion of the cost of a capital asset which is charged as an expense during a particular period.

Disbursements — Payments made on obligations.

Glossary of Terms

(Continued)

Encumbrance — A commitment of funds against an appropriation, it may be in the form of a purchase order or a contract; until such time as the goods or services are received, the commitment is referred to as an encumbrance.

Fees — Charges for service based upon the cost of providing the service.

Federal Highway Administration (FHWA) — U.S. Department of Transportation agency responsible for administering the federal highway aid program to individual states, and helping to plan, develop and coordinate construction of federally funded highway projects. FHWA also governs the safety of hazardous cargo on the nation's highways.

Fiscal Year — The time frame in which the budget applies. This is the period from July 1 through June 30.

Flexible Funding — Unlike funding that flows only to highways or only to transit by a rigid formula, this is money that can be invested in a range of transportation projects. Examples of flexible funding categories include the Surface Transportation Program (STP) and the Congestion Mitigation and Air Quality Improvement (CMAQ) program.

Federal Transit Administration (FTA) — U.S. Department of Transportation agency that provides financial and planning assistance to help plan, build and operate rail, bus and paratransit systems. The agency also assists in the development of local and regional traffic reduction programs.

Fiduciary Funds — Just as special revenue funds, fiduciary funds are used for assets subject to outside restrictions. Primarily, there are three types of fiduciary funds. First, general fiduciary funds are the result of a donation by an outside entity, or if the government is simply holding the assets, there is limited discretion on their use. Second, trust funds are classified as expendable or non-expendable. An expendable trust is one whose corpus, or principal, can be used for operating or capital outlays. When a fund is non-expendable, only investment earnings can be expended. The corpus is left intact to assure perpetual revenue generation. Third, for accounting purposes, expendable trust funds are treated in the same fashion as governmental funds; they use the modified accrual basis of accounting and a financial measurement focus, and they also appear on the same operating statements as the governmental funds. Conversely, non-expendable trust funds are treated more like proprietary funds. They are reported using full accrual accounting and a financial measurement focus. Their operations also are reported on the same statements as proprietary funds. Another example of a fiduciary fund is an agency fund, which shows only asset and liability accounts. There are no operations reported, since the reporting entity is only holding the assets for others, and it has no equity accounts.

Full-Time Equivalent (FTE) — A measure of effective authorized positions, indicating the percentage of time a position or group of positions is funded. It is calculated by equating 2,080 hours of work per year with the full-time equivalent of one position; thus, one position would have an FTE of 1.0 or 100 percent.

Glossary of Terms

(Continued)

Fund — An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

Fund Balance — The excess of an entity's assets over its liabilities. A negative fund balance is sometimes called a deficit.

General Fund — This governmental fund is the "General Fund" where all transactions not required to be in any other fund are reported. Usually, departments funded from an unrestricted pool of revenues would be accounted for in the general fund. To put this into perspective, police, fire or parks funded from a general sales, income or property tax would be reported in the general fund. For SACOG, the Planning and Administration Fund is essentially the "General Fund."

Generally Accepted Accounting Principles (GAAP) — Uniform minimum standards of, and guidelines for, external financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompasses the conventions, rules and procedures necessary to define accepted accounting practices at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. The primary authoritative statements on the application of GAAP to state and local governments are Government Accounting Standards Board (GASB) pronouncements and Financial Accounting Standards Board (FASB) pronouncements. GAAP provides a standard by which to measure financial presentations.

Geographic Information System (GIS) — An organized collection of computer hardware, software and geographic data designed to efficiently capture, store, update, manipulate, analyze, and display all forms of geographically-referenced information.

Government Funds — Governmental funds differ from conventional, for-profit accounting because they use a financial measurement focus and are modified accrual, as opposed to a full accrual, basis of accounting. Accordingly, governmental funds do not have fixed assets in them and they do not show long-term debt. Likewise, they do not reflect depreciation.

High-Occupancy Vehicle Lane (HOV Lane) — The technical term for a carpool lane, commuter lane or diamond lane.

Interfund Transfers — Budgeted amounts transferred from one governmental accounting fund to another for work or services provided. As they represent a "double accounting" of expenditures, these amounts are deducted from the total operating budget to calculate the "net" budget.

Internal Control — A plan of organization for purchasing, accounting, and other financial activities which, among other things, provides that:

- The duties of employees are subdivided so that no single employee handles a financial transaction from beginning to end,

Glossary of Terms

(Continued)

- Proper authorizations from specific responsible officials are obtained before key steps in the processing of transactions are completed, and
- Records and procedures are arranged appropriately to facilitate effective control.

Leases and Rentals — This includes costs to rent equipment, copy machines, temporary easements and other items.

Metropolitan Planning Organization (MPO) — A federally-required planning body responsible for the transportation planning and project selection in its region; the governor designates an MPO in every urbanized area with a population of over 50,000. SACOG is the Sacramento region's MPO.

Operating Expenditures — Expenditures of day-to-day operations, such as office supplies, maintenance of equipment, and travel; they include capital costs.

Paratransit — Door-to-door bus, van and taxi services used to transport elderly and disabled riders. This is sometimes referred to as dial-a-ride service, since trips are made according to demand instead of along a fixed route or according to a fixed schedule.

Proprietary Funds — Proprietary funds are closest to FASB-based accounting within the governmental reporting model. There are two types of proprietary funds, *enterprise* and *internal* service. *Enterprise* funds are employed when user fees are the major means of cost recovery. The most common examples are water and/or sewer (more properly called wastewater) funds. *Internal* service funds are used to account for central cost centers within a governmental unit. A common example is a central fleet facility that might maintain police vehicles, garbage trucks, and other government vehicles. Charges would be made to the appropriate fund and department to recover costs. Because fees and charges, not taxes, are the primary source of cost recovery in proprietary funds, full accrual accounting, including the use of depreciation, is used within the proprietary funds. And, unlike governmental funds, proprietary funds contain all assets, including fixed assets, and long-term liabilities within the funds. Likewise, depreciation of fixed assets is recorded and depreciation expense is shown in the operations statement.

Purchase Order — A document issued to authorize a vendor or vendors to deliver specified merchandise or render a specified service for a stated estimated price. Outstanding purchase orders are called encumbrances.

Revenue — Income generated by taxes, investment income, connection fees, stand-by fees, and user charges.

Reserve — An account used to indicate that a portion of fund equity (or Fund Balance) is legally restricted for a specific purpose or not available for appropriation and subsequent spending.

Service Authority for Freeways and Expressways (SAFE) — The region's program for motorist aid and support services, including highway call boxes, is a joint venture of El Dorado, Sacramento, San Joaquin, Sutter, Yolo, and Yuba, and is managed by SACOG.

Glossary of Terms

(Continued)

Special Assessment — A compulsory levy imposed on certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Funds — Special Revenue Funds account for transactions that take place when there are restrictions on revenue sources. Common examples of these include street and road funds in which gasoline tax revenues are accounted. The gas taxes are typically restricted to street and road maintenance, and construction.

State Transit Assistance (STA) — Provides funding for mass transit operations and capital projects.

State Transportation Improvement Program (STIP) — What the California Transportation Commission (CTC) ends up with after combining various RTIPs, as well as a list of specific projects proposed by Caltrans. Covering a five-year span and updated every two years, the STIP determines when and if transportation projects will be funded by the state. Projects included in the STIP must be consistent with the long-range transportation plan.

Strategies — The general approach taken to achieve strategic goals and objectives, inclusive of programs and activities within the programs.

Surface Transportation Program (STP) — One of the key funding programs in TEA 21. STP moneys are “flexible,” meaning they can be spent on mass transit, pedestrian and bicycle facilities, as well as on roads and highways.

Transportation Development Act (TDA) — State law enacted in 1971. TDA funds are generated from a tax of one-quarter of one percent on all retail sales in each county and are used for transit, special transit for disabled persons, and bicycle and pedestrian purposes. TDA moneys are collected by the state and allocated to SACOG to fund transit operations and programs. In non-urban areas, TDA funds may be used for streets and roads under certain conditions.

Transportation Improvement Program (TIP) — A short-term (covering three years) program of transportation projects that will be funded with all federal funds expected to flow to the region. The projects contained in the TIP are drawn from, and consistent with, the long-range transportation plan. This can also be referred to as the MTIP (Metropolitan Transportation Improvement Program).

Travel Demand Model — Used by transportation planners for simulating current travel conditions and for forecasting future travel patterns and conditions. Models help planners and policy makers analyze the effectiveness and efficiency of alternative transportation investments in terms of mobility, accessibility, and environmental and equity impacts.

Vehicle Miles Traveled (VMT) — One vehicle (whether a car carrying one passenger or a bus carrying 30 people) traveling one mile constitutes a vehicle mile. VMT is one measure of the use of the Sacramento region freeways and roads.

Directory of Acronyms

AB — Assembly Bill (Number)

ABAG — Association of Bay Area Governments

ACG — Address Coding Guide

ADA — Americans With Disabilities Act

ALUC — Airport Land Use Commission

ALUCP — Airport Land Use Compatibility Plan

AMTRAK — American Tracks Railroad

APCD — Air Pollution Control District

APTA — American Public Transit Association

AQMD — Air Quality Management District

ARB — Air Resources Board

ATP — Automated Trip Planning

BRT — Bus Rapid Transit

CAA — Clean Air Act

CALCOG — California Association of Councils of Governments

CALTRACTION — Central California Traction Company

CALTRANS — The California Department of Transportation

CAP-TO-CAP — Capitol (Sacramento) to Capitol (Washington, D.C.)

CARB — California Air Resources Board

CBD — Central Business District

CBTP —Community Based Transportation Planning

CCJPA — Capitol Corridor Joint Powers Authority

CCJPB — Capitol Corridor Joint Powers Board

Directory of Acronyms

(Continued)

CCTA	— Central California Traction Company
CDP	— Census Designated Places
CEQA	— California Environmental Quality Act
CFPG	— California Federal Programming Group
CFR	— Code of Federal Regulations
CHP	— The California Highway Patrol
CIP	— Capital Improvement Program
CMAQ	— Congestion Mitigation and Air Quality
CMP	— Congestion Management Program
CMS	— Congestion Management System
CMSA	— Consolidated Metropolitan Statistical Area
CNG	— Compressed Natural Gas
COG	— Council of Governments
CPI	— Consumer Price Index
CPU	— Central Processing Unit
CSAC	— California State Association of Counties
CTA	— California Transit Association
CTC	— California Transportation Commission
CTIPS	— California Transportation Improvement Program System
CTP	— California Transportation Plan
CTSA	— Consolidated Transportation Service Agency
CVRS	— Capitol Valley Regional Service Authority for Freeways and Expressways
DBE	— Disadvantaged Business Enterprise

Directory of Acronyms

(Continued)

DEIR — Draft Environmental Impact Report

DNA — Downtown Natomas Airport Sacramento Regional Transit District Light Rail Line

DOT — Department of Transportation

DTIM — Direct Travel Impact Model

EDCTC — El Dorado County Transportation Commission

EIR — Environmental Impact Report

EIS — Environmental Impact Statement

EJ — Environmental Justice

EPA — Environmental Protection Agency

EPLS — Excluded Parties List System

FAA — Federal Aviation Administration

FEIR — Final Environmental Impact Report

FEIS — Final Environmental Impact Statement

FFY — Federal Fiscal Year

FHWA — Federal Highway Administration

FPPC — Fair Political Practices Commission

FRA — Federal Railroad Administration

FTA — Federal Transit Administration

FTE — Full-Time Equivalent

FTIP — Federal (Metropolitan) Transportation Improvement Program

FY — Fiscal Year

FRAQMD — Feather River Air Quality Management District

Directory of Acronyms

(Continued)

GASB — Governmental Accounting Standards Board

GIS — Geographic Information Systems

GMAG — Goods Movement Advisory Group

GPS — Global Positioning System

HCP — Habitat Conservation Plan

HOV — High-Occupancy Vehicle

HPMS — Highway Performance Monitoring System

HSTP — Human Services Transportation Plan

HUD — U.S. Department of Housing and Urban Development

IIP — Interregional Improvement Program

IPG — Intermodal Planning Group

I-PLACE³S — Planning for Community Energy, Economic and Environmental Sustainability

IRRS — Inter-Regional Road System

ISTEA — Intermodal Surface Transportation Efficiency Act of 1991

ITS — Intelligent Transportation System

JARC — Job Access Reverse Commute

JPA — Joint Powers Agreement

LAFCO — Local Area Formation Commission

LCC — League of California Cities

LEP — Limited English Proficiency

LTF — Local Transportation Fund

LRT — Light Rail Transit

LRTP — Long-Range Transportation Plan

Directory of Acronyms

(Continued)

MIS — Major Investment Studies

MOA — Memorandum of Agreement

MOU — Memorandum of Understanding

MPA — Metropolitan Planning Area

MPO — Metropolitan Planning Organization

MSA — Metropolitan Statistical Area

MTC — Metropolitan Transportation Commission

MTIP — Federal Metropolitan Transportation Improvement Program

MTP — Metropolitan Transportation Plan

NAAQS — National Ambient Air Quality Standard

NARC — National Association of Regional Councils

NEPA — National Environmental Policy Act

NF — New Freedom

NHS — National Highway System

OMB — Office of Management and Budget

OWP — Overall Work Program

PAC — Project Advisory Committee

PCTPA — Placer County Transportation Planning Agency

PECAS — Production Exchange and Consumption Allocation System (Model)

PI — Paratransit, Inc.

PL — Metropolitan Planning

PMSA — Primary Metropolitan Statistical Area

Directory of Acronyms

(Continued)

PPM — Planning, Programming and Monitoring

PSR — Project Study Report

PTC — Public Transportation Commission

RAD — Regional Analysis District

RFP — Request for Proposal

RHNA — Regional Housing Needs Allocation

RHNP — Regional Housing Needs Plan

RIP — Regional Improvement Program

ROW — Right-of-Way

RPP — Regional Planning Partnership

RSTP — Regional Surface Transportation Plan

RT — Regional Transit (see also SRTD)

RTP — Regional Transportation Plan

RTPA — Regional Transportation Planning Agency

RTIP — Regional Transportation Improvement Program

RUCS — Rural-Urban Connections Strategy

SB — Senate Bill (Number)

SABA — Sacramento Area Bicycle Advocates

SACMET — Regional Trip-Based Travel Model

SACOG — Sacramento Area Council of Governments

SACSIM — Regional Activity-Based Travel Model

SAFE — Service Authority for Freeways and Expressways

SAFETEA-LU — *Safe, Accountable, Flexible, Efficient Transportation Equity Act — A Legacy for Users*

Directory of Acronyms

(Continued)

SANDAG — San Diego Association of Governments

SCT-LINK — South County Transit Link

SECAT — Sacramento Emergency Clean Air and Transportation Program

SCG — Staff Coordinating Group

SIGMAC — Statewide Intermodal Goods Movement Advisory Committee

SIP — State Implementation Plan

SJCOG — San Joaquin Council of Governments

SMAQMD — Sacramento Metropolitan Air Quality Management District

SOV — Single-Occupant Vehicle

SRTD — Sacramento Regional Transit District

SRTP — Short-Range Transit Plan

STA — Sacramento Transportation Authority

STA Funds — State Transit Assistance Funds

STAC — Social Service Transportation Advisory Council

STARNET — Sacramento Transportation Area Network

STF — Summary Tape File

STIP — State Transportation Improvement Program

STP — Surface Transportation Program

TAC — Technical Advisory Committee

TAZ — Transportation Analysis Zone

TCC — Transportation Coordinating Committee

TCIF — Trade Corridor Improvement Fund

Directory of Acronyms

(Continued)

TCM— Transportation Control Measure

TCRP — Traffic Congestion Relief Program

TDA — Transportation Development Act

TDM — Transportation Demand Management

TEA-21 — Transportation Equity Act for the 21st Century

TEA FUNDS — Transportation Enhancement Activities Funds

TIGER — Topologically Integrated Geographic Encoding and Referencing

TIGER — Transportation Investment Generating Economic Recovery

TIP — Transportation Improvement Program

TMA — Transportation Management Association

TMC — Transportation Management Center

TOS — Traffic Operations System

TRPA — Tahoe Regional Planning Agency

TSM — Transportation System Management

U.S.C. — United States Code

U.S. DOT — U.S. Department of Transportation

VMT — Vehicle Miles of Travel or Vehicle Miles Traveled

YCTD — Yolo County Transportation District

YSTA — Yuba-Sutter Transit Agency

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Executive Director

A handwritten signature in black ink, appearing to read 'Jeffrey R. Enen'.

Date

January 11, 2012



American River Bike Trail

WHAT WE DO

The Sacramento Area Council of Governments (SACOG) is an association of Sacramento Valley governments formed from the six regional counties—El Dorado, Placer, Sacramento, Sutter, Yolo and Yuba—and 22 member cities. SACOG's directors are chosen from the elected boards of its member governments. SACOG's primary charge is to provide regional transportation planning and funding, as well as a forum for the study and resolution of regional issues. In this role, SACOG prepares the region's long-range transportation plan; approves distribution of affordable housing around the region; keeps a region-wide database for its own and local agency use; helps counties and cities use federal transportation funds in a timely way; assists in planning for transit, bicycle networks, clean air and airport land uses; and has completed the Blueprint Project which links transportation and land development more closely.

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