



**Alameda CTC  
FY2014-15 Overall  
Work Program**

A Presentation by  
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## Overall Work Program Purpose and Development

The Overall Work Program (OWP) is designed to provide the Commission with summary information of major agency workflow activities in core functions to meet its strategic goals and objectives to plan, fund and deliver transportation programs and projects.

- Activities in the OWP are segregated by work team including:
  - Planning and Policy Team
  - Programming and Programs Team
  - Capital Projects Team
  - Finance and Administration Team

## Overall Work Program Purpose and Development

(continued)

- Developed concurrently with the FY2014-15 Proposed Budget and includes FY2013-14 budget details for comparison purposes.
- Provides details into the development of the budget and the proposed budget authority requested, including budget needs related to activities expected to be completed by each Alameda CTC work team.
- Demonstrates an increased level of work planned for FY2014-15.
- Demonstrates the ability of the Alameda CTC to implement the Commission's direction on administrative, planning, programs and capital project activities.
- Provides an overview of staffing levels by Alameda CTC work team and the changes from the prior fiscal year.
- Provides detailed analysis of how Alameda CTC will accomplish all activities with limited staff and resources.

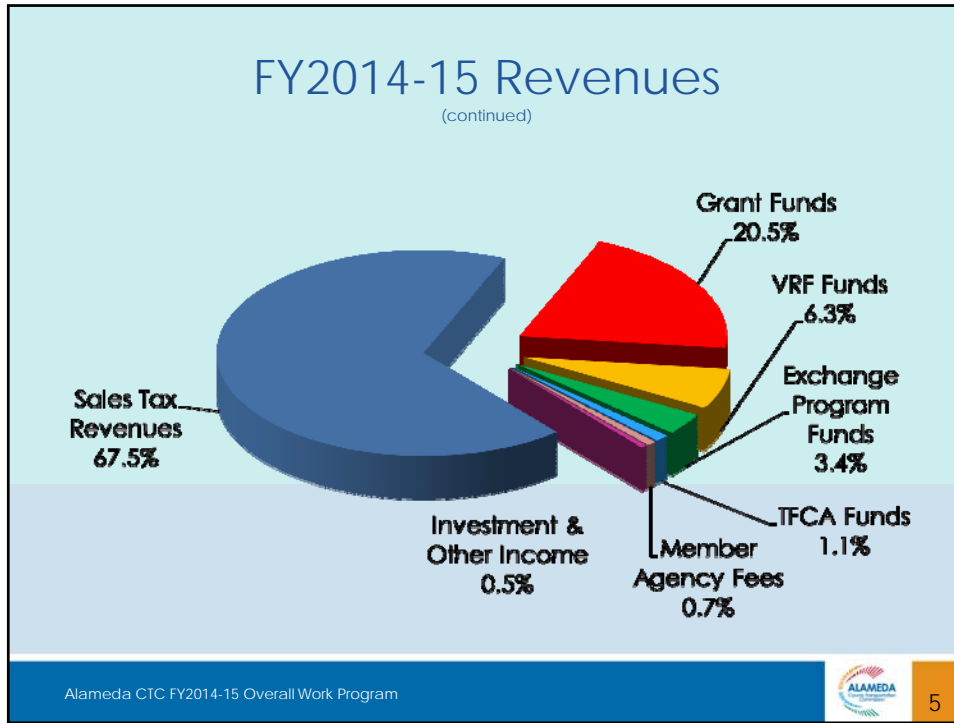


## FY2014-15 Revenues

Revenue Category	Adopted FY2013-14	Proposed FY2014-15
Sales Tax Revenue	\$120,000,000	\$127,500,000
Investment Income	472,000	865,000
Member Agency Fees	1,394,819	1,394,819
VRF Revenue	11,500,000	12,000,000
Bond Proceeds	157,480,856	-
Other Revenue	13,187,554	8,499,492
Grant Revenue	<u>77,544,843</u>	<u>38,655,709</u>
<b>Total Revenue</b>	<b>\$381,580,072</b>	<b>\$188,915,020</b>

- Sales tax revenues are projected to increase 6.25% over the currently adopted FY2013-14 budget; however an increased sales tax budget of \$125 million for FY2013-14 is also being proposed today.
- There are no bond proceeds projected for FY2014-15.
- Grants and other revenue for FY2014-15 are actually more in line with prior year than displayed which will be more evident when roll over balances are included in the consolidated budget at mid-year.





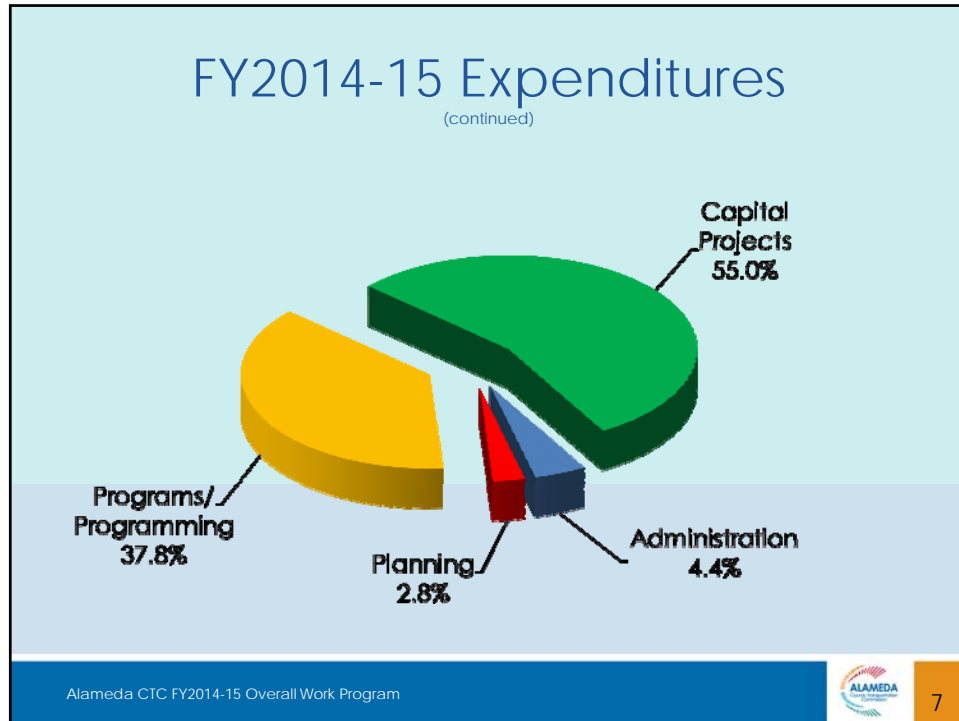
### FY2014-15 Expenditures

Expenditure Category	Adopted FY2013-14	Proposed FY2014-15
Administration	\$8,791,795	\$11,722,812
Planning	4,189,634	7,346,205
Programs and Programming	100,040,226	100,182,522
Capital Projects	212,733,225	145,780,921
<b>Total Expenditures</b>	<b>\$325,754,879</b>	<b>\$265,032,461</b>

- Administration expenditures increased by 33% due to debt service, but are partially offset by the elimination of bond closing costs in FY2014-15.
- Planning expenditures have increased by 75% due to additional activities planned for FY2014-15 which include: the Regional Transportation Plan/Plan Bay Area, Countywide Multimodal Plans, Congestion Management Program and Policy and Public Affairs activities.
- Programs and Programming expenditures remain consistent with the prior year.
- Capital Projects expenditures are actually 31% over the prior year which will be more evident when roll over balances are included in the consolidated budget at mid-year. The increase is related to Measure B capital projects funded with Series 2014 Bond funds.

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## Planning and Policy Team Activities for FY2014-15

- Planning and Policy Team activities include:
  - Planning in coordination with regional partners
  - Regional Transportation Plan/Plan Bay Area
  - Countywide Multimodal Plans
  - Congestion Management Program
  - Policy activities related to transportation working with partner agencies
  - Public Affairs activities consistent with the Strategic Communications Plan

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## Programming and Programs Team Activities for FY2014-15

- Programming and Programs activities include:
  - Programming various fund sources consistent with the policy and planning direction in the Strategic Investment Plan including:
    - Measure B Program funds
    - Vehicle Registration Fee Program funds
    - Transportation Fund for Clean Air Program funds
    - CMA Exchange Program funds
    - Federal Surface Transportation/Congestion Mitigation and Air Quality Program funds
    - State Transportation Improvement Program funds
  - Administration of programming functions
  - Program Oversight and Delivery
  - Committee Support

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## Capital Projects Team Activities for FY2014-15

- Capital Project activities include:
  - Project Management and Project Management Oversight for 42 active capital projects with a value of \$4 billion. Of the 15 under construction, 11 will be completed in FY2014-15.
  - Transportation Facilities Operations
    - SMART Corridors
    - Express Lane (Sunol SMART Carpool Lane JPA)
  - Project Controls
  - Project Delivery Management

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## Finance and Administration Team Activities for FY2014-15

- Finance activities include:
  - Development of the Consolidated Budget including the Overall Work Program and Mid-Year Updates
  - Comprehensive Annual Financial Reporting including annual Financial Audit management and various other audits
  - Quarterly Financial Reporting
  - Quarterly Investment Reporting
  - Financing Activities and Debt Management
  - Payroll Management

## Finance and Administration Team Activities for FY2014-15

(continued)

- Administration activities include:
  - Administrative Contracts and Procurement
  - Local Business Contract Equity Program Management
  - Commission and Committee Meeting Support
  - Office Administration and Administrative Support
  - Human Resources and Personnel Management Services
  - Information Technology Services
  - General Counsel Services
  - Risk Management

## Staffing for FY2014-15

Positions	FY2013-14	FY2014-15	Net Change
Executive Director	1.0	1.0	0.0
Planning and Policy	7.0	6.0	-1.0
Programming and Programs	4.5	4.5	0.0
Finance and Administration	13.0	13.0	0.0
Capital Projects	1.5	1.5	0.0
<b>Total Positions</b>	<b>27.0</b>	<b>26.0</b>	<b>-1.0</b>

- Staffing levels have been reduced on the Planning and Policy Team from 7 full time equivalent positions in FY2013-14 to 6 full time equivalent positions for FY2014-15.
- All other Alameda CTC teams are anticipated to have the same number of full time equivalent positions in FY2014-15 as existed in FY2013-14.



## Conclusion

- Current staffing levels and resources are adequate to meet the current needs for FY2014-15, although it will require all staff to be prudent of available funding throughout the year.
- Once both the OWP and the budget for FY2014-15 are adopted, any new major activities, not included and financially resourced in the OWP, will require additional resources or be deferred to the following fiscal year.
- If the new ballot measure passes in November 2014, FY2014-15 budget requirements will need to be reassessed. This would occur as part of the mid-year budget update process.
- Draft Overall Work Program for FY2014-15 describes Alameda CTC's plan to:
  - *Implement the Commission's direction on administrative, planning, programs and capital projects activities; and*
  - *Meet its strategic goals and objectives to plan, fund and deliver transportation programs and projects in Alameda County.*

