

SBCAG STAFF REPORT

SUBJECT: FY 2022-23 Overall Work Program and Budget

MEETING DATE: April 21, 2022

AGENDA ITEM: 5C

STAFF CONTACT: Marjie Kirn, Michael Becker, Martha Gibbs

RECOMMENDATION:

1. Adopt Resolution 22-13 approving (1) the SBCAG Overall Work Program and Budget; (2) a 4.3% Cost of Living Adjustment (COLA) for FY 2022-23 for SBCAG Staff and Executive Director Kirn pursuant to section 7 of the Agreement of Employment between SBCAG and Executive Director Kirn.
2. Approve and authorize the Executive Director to file and execute all necessary applications, Overall Work Program agreement with Caltrans, certifications, and assurances that may be required to receive the federal and state funds requested to finance the activities described in the Overall Work Program and Comprehensive Budget for fiscal year 2022-23.

DISCUSSION:

In accordance with Federal and State regulations, SBCAG adopts an annual Overall Work Program (OWP) and Budget describing the comprehensive planning activities proposed to be undertaken using State or Federal planning grant funds during the next fiscal year, either by SBCAG or other entities within the region (e.g., local governments and transit operators). The document provides detailed information on each major activity, including a description of the work to be achieved, the major products of the effort, key milestones and funding information. Approval by the Federal and State agencies is required before Federal and State planning funds are allocated to SBCAG.

The OWP serves three important objectives. First, it is a reference to be used by citizens, planners and elected officials throughout the year to better understand SBCAG's objectives and how these objectives will be met through the regional comprehensive planning process. Second, the OWP is used as a management tool to ensure that the planned activities are accomplished both on time and within budget. Third, the OWP is documentation to support various Federal and State grants that finance SBCAG's planning program. Since the budget is based on the work identified in the Overall Work Program, these two components are consolidated into a single, comprehensive document which insures consistency between the two.

The draft FY 2022-23 Overall Work Program and Budget for SBCAG was presented to the Board last month for review and comment. This month the final Overall Work Program and Budget document is being presented for adoption. Although Board members did not request any changes to the draft budget during the Board's discussion at its last meeting, there may be minor changes to the text of the document after Federal and State reviews are completed.

The recommended action is not a project under the California Environmental Quality Act (CEQA) pursuant to section 15378 of the CEQA Guidelines.

COMMITTEE REVIEW

The advisory committees' input on the FY 22-23 Overall Work Program and Budget was sought during the committees' November 2021 meetings and staff receive a recommendation for

adoption of the final FY 22-23 Overall Work Program at its April 7, 2022 meeting with the additional recommendation that SBCAG staff seek funding opportunities for housing so there is more assistance on housing related items in the future. The draft budget was presented to the SBCAG Executive Committee on March 9, 2022.

ATTACHMENTS:

- A. Resolution No. 22-13
- B. Final FY 2022-23 Overall Work Program and Budget (**web-posting only**)
- C. SBCAG FY 2022-23 Salary Schedule

RESOLUTION OF THE SANTA BARBARA
COUNTY ASSOCIATION OF GOVERNMENTS

ADOPTION OF THE)
OVERALL WORK PROGRAM,)
COMPREHENSIVE BUDGET)
AND COST OF LIVING ADJUSTMENT)
(COLA) FOR FISCAL YEAR 2022-23)

RESOLUTION NO. 22-13

WHEREAS, the Santa Barbara County Association of Governments is established under a joint powers agreement executed by each of the incorporated cities and the County;

WHEREAS, the Santa Barbara County Association of Governments has been designated by the Governor as the Metropolitan Planning Organization (MPO) for Santa Barbara County pursuant to Title 23, United States Code (USC) section 134 and, as such, has been given the responsibility to conduct the metropolitan transportation planning process required by Title 23, Code of Federal Regulations (CFR) Part 450;

WHEREAS, the Santa Barbara County Association of Governments serves as the airport land use commission pursuant to Section 21670.1 of the California Public Utilities Code; and as the council of governments pursuant to Section 29532 of the California Government Code;

WHEREAS, the Santa Barbara County Association of Governments has been designated as the Local Transportation Authority and charged with the responsibility of carrying out the purposes and directives of the Local Transportation Authority and Improvement Act, commencing with Section 180000 of the California Public Utilities Code;

WHEREAS, the Santa Barbara County Association of Governments administers and implements the Clean Air Express interregional transit service;

WHEREAS, the Santa Barbara County Service Authority for Freeway Emergencies (SAFE) has been established pursuant to Chapter 14 (commencing with Section 2550) of Division 3 of the California Streets and Highways Code; and the Santa Barbara County Association of Governments assumed the authority and responsibilities of the SAFE as of June 18, 1987;

WHEREAS, Title 23 CFR Part 450 specifies that the designated MPO shall annually develop and adopt a unified planning work program that meets the requirements of Title 23 CFR section 450.314;

WHEREAS, Title 23 CFR section 450.336 requires that the designated MPO certify that the planning process is being conducted in accordance with the applicable requirements;

WHEREAS, certain funds have been made available to enable the Santa Barbara County Association of Governments to fulfill the responsibilities cited above;

WHEREAS, these funds will be in the possession of the Santa Barbara County Association of Governments in Fund 5276 (SAFE) comprised of an annual fee levied on all motor vehicles registered in the County, Fund 5300 (General Operating) comprised of federal, state and regional transportation funds which are allocated by formula; state and federal discretionary grants, Fund 5309 (Clean Air Express) comprised of local sales tax proceeds allocated by

formula, fare revenues and state and federal discretionary grants, and 5308 (Measure A) comprised of Ordinance No. 5 local sales tax proceeds;

WHEREAS, for all of its assigned governmental functions, the Santa Barbara County Association of Governments is required to adopt an annual budget;

WHEREAS, on March 17, 2022, the Santa Barbara Association of Governments held a public hearing and accepted public testimony on the draft fiscal year 2022-23 Overall Work Program and Budget;

WHEREAS, in accordance with Ordinance 3, section 33, notice and time of the budget hearing was published pursuant to Section 6061 of the Government Code;

WHEREAS, in accordance with Ordinance 3, section 12, on March 9, 2022 the SBCAG Executive Committee reviewed and commented on the Budget;

WHEREAS, on April 21, 2022, the Santa Barbara Association of Governments held a public hearing on the proposed final fiscal year 2022-23 Overall Work Program and Budget, accepted public testimony, and during its deliberations the Board settled all revisions or deductions from and increases or additions to the proposed Budget, which it deems advisable; and

WHEREAS the public hearing on the final fiscal year 2022-23 Overall Work Program and Comprehensive Budget has now been closed.

NOW, THEREFORE, IT IS HEREBY RESOLVED THAT the Santa Barbara County Association of Governments:

- (1) Adopts the Overall Work Program and the Budget for the 2022-23 fiscal year commencing July 1, 2022, as set forth in Attachment B to the Staff Report of April 21, 2022.
- (2) As part of the final fiscal year 2022-23 Overall Work Program and Comprehensive Budget adoption and as provided for in SBCAG's Salary Resolution/Classification and Compensation Plan, Resolution No. 21-37 Section 2E, dated November 18, 2021, hereby approves a salary Cost of Living Adjustment of 4.3% (based on the Consumer Price Index – all Urban Wage Earners and Clerical Workers, Los Angeles-Long Beach-Anaheim, CA) on the average percent change for the twelve (12) month period ending December 31st) for all SBCAG employees and incorporated into Attachment C, Salary Schedule for Fiscal Year 2022-23.
- (3) Acknowledges that said 2022-23 Overall Work Program and Comprehensive Budget will be prepared in final form by the Executive Director in accordance with the requirements, determinations and actions of the Board and the requirements of the State Controller's Office.
- (4) Authorizes the Executive Director to file and execute all necessary applications, Overall Work Program agreement with CALTRANS, certifications, and assurances that may be required to receive the Federal and State funds requested to finance the activities described in the 2022-23 Overall Work Program and Budget.

IT IS FURTHER RESOLVED THAT the Santa Barbara County Association of Governments certify that its planning process will be implemented through the 2022-23 Overall Work Program and Budget in accordance with:

- (1) Title 23 United States Code (USC) section 134; Title 49 USC section 5303; Title 23, Code of Federal Regulations (CFR) Part 450; Section 174 and 176(c) and (d) of the Clean Air Act (42 USC §§ 7504, 7506(c), (d)) and Title 40 CFR Part 93;
- (2) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and Title 49 CFR Part 21; Title 49 USC 5332 prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity; The Older Americans Act, as amended (42 USC § 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance; The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and Title 49 CFR Parts 27, 37, and 38; Section 324 of Title 23 USC regarding the prohibition of discrimination based on gender; Section 504 of the Rehabilitation Act of 1973 (29 USC § 794) and Title 49 CFR Part 27 regarding discrimination against individuals with disabilities;
- (3) Section 1101(b) of the FAST Act (Pub. L. 114-94) and Title 49 CFR Part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects; Title 23 CFR Part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts; and
- (4) SBCAG adopted policies and procedures.

PASSED AND ADOPTED this 21st day of April 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Marjie C. Kirn
Executive Director

Das Williams, Chair
Santa Barbara County
Association of Governments

APPROVAL AS TO FORM:
Rachel Van Mullem
County Counsel

By 
Deputy County Counsel

ATTACHMENT C

JOB CLASS TABLE FISCAL YEAR 2022-23

Includes a 4.3% COLA effective 15-2022

Classification Title	Pay Grade	Hourly Rate		Monthly Equiv	
		Minimum	Maximum	Minimum	Maximum
Executive Director **	N/A			Monthly =	19,489
CFO/Human Resources	53	74.133	90.109	12,850	15,619
Director of Planning/Programming	53	74.133	90.109	12,850	15,619
Director of Traffic Solutions	45	60.845	73.957	10,546	12,819
Director of Rail and Transit	45	60.845	73.957	10,546	12,819
Director of Project Delivery & Construction	45	60.845	73.957	10,546	12,819
Graphic Designer	28	39.987	48.604	6,931	8,425
Clerk of the Board	26	38.060	46.262	6,597	8,019
Financial Procurement Coordinator	15	29.007	35.258	5,028	6,111
Flexible Series as Follows:					
Transportation Engineer I	25	37.132	45.134	6,436	7,823
Transportation Engineer II	30	42.011	51.065	7,282	8,851
Senior Transportation Engineer	35	47.532	57.775	8,239	10,014
Flexible Series as Follows:					
Govt. Affairs & Public Information Manager I	32	44.138	53.650	7,651	9,299
Govt. Affairs & Public Information Manager II	37	49.938	60.700	8,656	10,521
Govt. Affairs & Public Information Manager III	42	56.500	68.676	9,793	11,904
Flexible Series as Follows:					
Finance Manager/HR Generalist I	35	47.532	57.775	8,239	10,014
Finance Manager/HR Generalist II	40	53.778	65.367	9,322	11,330
Flexible Series as Follows:					
Transportation Planner I	23	35.342	42.959	6,126	7,446
Transportation Planner II	28	39.987	48.604	6,931	8,425
Senior Transportation Planner	33	45.241	54.991	7,842	9,532
Principal Transportation Planner	38	51.186	62.217	8,872	10,784
Flexible Series as Follows:					
Traffic Solutions Project Coordinator I	16	29.732	36.140	5,154	6,264
Traffic Solutions Project Coordinator II	22	34.480	41.911	5,977	7,265
Traffic Solutions Project Coordinator III	28	39.987	48.604	6,931	8,425
Flexible Series as Follows:					
Administrative Assistant I	3	21.568	26.217	3,738	4,544
Administrative Assistant II	9	25.013	30.403	4,336	5,270
Administrative Assistant III	15	29.007	35.258	5,028	6,111

** Per terms of employment agreement