

MEMORANDUM

TO: GTC Planning Committee Members & Alternates
FROM: James Stack, Executive Director JS
DATE: May 6, 2021
SUBJECT: Proposed Council Resolution 21-23 (Amending the *FY 2021-2022 UPWP* to reflect the contribution of actual FY 2020-2021 rollover amounts)

The adopted *FY 2021-2022 Unified Planning Work Program* (UPWP) includes estimated rollover amounts for several projects that were not expected to be completed by March 31, 2021 (i.e., the end of FY 2020-2021). These estimated rollover amounts were based on actual expenses through the second quarter of FY 2020-2021 (i.e., September 30, 2020). Now that the accounting for FY 2020-2021 has been closed out, the budgets for these projects for FY 2021-2022 can be adjusted to reflect actual rollover amounts.

Additionally, GTC staff is recommending the creation of a new Healthcare Contingency task (# 1610) to provide budgetary capacity for extraordinary healthcare expenses. As the Host Agency for GTC, RGRTA includes GTC staff in its group health insurance. This insurance plan includes a self-funded component with stop-loss protection. The GTC core budget covers ordinary healthcare expenses. However, in the event of extraordinary healthcare expenses (e.g., ICU care), GTC is forced to reallocate funds from planned expenses. In the event that someone covered under GTC's health insurance encounters extraordinary healthcare expenses, this task will be used so there is no impact on planned expenses. A draft Task description page is provided for review and comment.

Individual projects for which adjustments between estimated and actual rollover amounts are required are presented in Exhibit 1 of the attached Proposed Council Resolution.

The following items are provided for your consideration:

- 1. Proposed Council Resolution 21-23** (Amending the *FY 2021-2022 UPWP* to reflect the contribution of FY 2020-2021 rollover amounts)
- 2. Exhibit 1** (Proposed revisions to the *FY 2021-2022 UPWP* budget)
- 3. Draft Task description**

Recommended Action:

Recommend action by GTC Board on proposed Council Resolution 21-23, amending the FY 2021-2022 UPWP to reflect the contribution of actual FY 2020-2021 rollover amounts.

GENESEE TRANSPORTATION COUNCIL

RESOLUTION

Resolution 21-23 Amending the *FY 2021-2022 Unified Planning Work Program* to reflect the contribution of actual FY 2020-2021 rollover amounts

WHEREAS,

1. The Genesee Transportation Council (GTC) *FY 2021-2022 Unified Planning Work Program* (UPWP) was programmed with estimated rollover amounts for several projects from the *FY 2020-2021 UPWP*;
2. GTC staff has completed its accounting of the *FY 2020-2021 UPWP* and determined the actual rollover amounts for all projects from the *FY 2020-2021 UPWP*; and
3. GTC wishes to amend the *FY 2021-2022 UPWP* to reflect these actual rollover amounts for select projects and reprogram funds between tasks as detailed in Exhibit 1.

NOW, THEREFORE, BE IT RESOLVED

1. That the *FY 2021-2022 Unified Planning Work Program* and its Work Program Financial Detail and the budget portion of the affected Project Descriptions be hereby amended to reflect the actual rollover amounts and the reprogramming of funds between tasks as detailed in Exhibit 1; and
2. That this resolution takes effect immediately.

CERTIFICATION

The undersigned duly qualified Secretary of the Genesee Transportation Council certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Genesee Transportation Council held on June 10, 2021.

Date _____

KEVIN C. BUSH, Secretary
Genesee Transportation Council

**Proposed Revisions to FY 2021-2022 UPWP Budget
Adjusting the Estimated Budgets to Reflect Actual Rollovers as of March 31, 2021
(Federal Funds Only)**

Exhibit 1

Agency	Task No.	Project	Column A	+	Column B	=	Column C
			Estimated FY 2021-2022 UPWP Budget		Actual Adjustment to FY 2021-2022 UPWP Budget		Revised FY 2021- 2022 UPWP Budget Amount Pending Action
<i>G/FLRPC</i>	4220	Regional Land Use Monitoring	70,598		-13,437		57,161
	5361	Implementing Complete Streets in the G-FL Region; A Guidebook	15,104		-2,605		12,499
	8552	Regional Fleet Electrification Study	31,500		-1,466		30,034
		Net Total Adjustment - G/FLRPC	<u>117,202</u>		<u>-17,508</u>		<u>99,694</u>
<i>Monroe County</i>	4210	Monroe County Land Use Monitoring	25,820		-10,820		15,000
	6230	Monroe County High Accident Location Program	48,009		-19,209		28,800
	7950	Monroe County Traffic Signal/Sign Pole Asset Management	127,778		-13,976		113,802
		Net Total Adjustment - Monroe County	<u>201,607</u>		<u>-44,005</u>		<u>157,602</u>
<i>RGRTA</i>	8538	RTS System Redesign	275,706		-115,724		159,982
		Net Total Adjustment - RGRTA	<u>275,706</u>		<u>-115,724</u>		<u>159,982</u>
<i>City of Rochester</i>	6816	West Main Street Multimodal Transportation and Placemaking Study	110,000		-51,374		58,626
		Net Total Adjustment - City of Rochester	<u>110,000</u>		<u>-51,374</u>		<u>58,626</u>
<i>NYS DOT</i>	6232	NYS DOT Safety Investigations and Analysis	12,269		-12,269		0
	7951	O'Rorke Bridge Operations and Maintenance Analysis and Strategy	81,592		-81,592		0
	7952	Ramp Reconfiguration Study	95,000		-10,388		84,613
		Net Total Adjustment - NYS DOT	<u>188,861</u>		<u>-104,249</u>		<u>84,612</u>
<i>City of Canandaigua</i>	8751	Canandaigua Waterfront Active Transportation Plan	75,000		-15,530		59,471
		Net Total Adjustment - City of Canandaigua	<u>75,000</u>		<u>-15,530</u>		<u>59,471</u>
<i>Livingston County</i>	6312	Livingston County Downtown Wayfinding Master Plan	59,750		-48,843		10,907
	8171	Livingston County Mobility Management Strategy	32,500		-7,092		25,408
		Net Total Adjustment - Livingston County	<u>92,250</u>		<u>-55,935</u>		<u>36,315</u>
<i>Ontario County</i>	7576	State Route 332 & Route 96 Sub-Area Study	45,678		-31,444		14,234
	8767	Honeoye Hamlet Active Transportation Study	9,079		-9,079		0
		Net Total Adjustment - Ontario County	<u>54,757</u>		<u>-40,523</u>		<u>14,234</u>
<i>Orleans County</i>	7212	Lake Ontario State Parkway Transportation Alternatives Study	2,289		-2,289		0
		Net Total Adjustment - Orleans County	<u>2,289</u>		<u>-2,289</u>		<u>0</u>
<i>Wayne County</i>	6233	Wayne County High Accident Location Study	31,520		-25,829		5,691
	8778	Gananda Parkway Pedestrian & Bicycle Active Transportation Plan	34,726		-34,726		0
		Net Total Adjustment - Wayne County	<u>66,246</u>		<u>-60,555</u>		<u>5,691</u>
<i>Town of Canandaigua</i>	8779	Middle Cheshire Road & Health Care Services Corridor Active Transportation Plan	40,712		-40,712		0
		Net Total Adjustment - Town of Canandaigua	<u>40,712</u>		<u>-40,712</u>		<u>0</u>
<i>Town of Greece</i>	6518	Route 390 Multi-Use Trail Restoration Alternatives and Safety Improvement Study	50,000		-50,000		0
		Net Total Adjustment - Town of Greece	<u>50,000</u>		<u>-50,000</u>		<u>0</u>
<i>Village of Avon</i>	6814	Village of Avon Circulation, Accessibility & Parking	31,241		-31,241		0
		Net Total Adjustment - Village of Avon	<u>31,241</u>		<u>-31,241</u>		<u>0</u>
<i>Village of Mt. Morris</i>	7577	Mt. Morris-Leicester Route 36 Corridor Study	64,688		-64,688		0
		Net Total Adjustment - Village of Mt. Morris	<u>64,688</u>		<u>-64,688</u>		<u>0</u>
<i>Village of Perry</i>	6817	Village of Perry Transportation Safety and Access Study	42,500		-878		41,623
		Net Total Adjustment - Village of Perry	<u>42,500</u>		<u>-878</u>		<u>41,623</u>
<i>Village of Waterloo</i>	6815	Village of Waterloo Circulation, Accessibility and Parking (CAP) Study	52,500		-9,239		43,261
		Net Total Adjustment - Village of Waterloo	<u>52,500</u>		<u>-9,239</u>		<u>43,261</u>
		Net Total Adjustment - Other Member Agencies	<u>1,465,559</u>		<u>-704,449</u>		<u>761,110</u>
<i>GTC</i>	1600	Program Reserve	60,014		86,817		146,831
	1610	Healthcare Contingency	0		100,000		100,000
	5205	Genesee-Finger Lakes Scenario Tool	108,559		-63,714		44,845
	5500	Bicycle and Pedestrian Transportation Program	71,490		-12,085		59,405
	5902	I-490 Integrated Corridor Management (ICM) Plan	125,000		-94,844		30,156
		Net Total Adjustment - GTC	<u>365,063</u>		<u>16,174</u>		<u>381,237</u>
		Net Total Adjustment - FY 2021-2022 UPWP	<u>1,830,622</u>		<u>-688,276</u>		<u>1,142,346</u>

Objective: To provide budgetary capacity for extraordinary healthcare expenses.

Classification: Administrative

Participants: GTC staff (Lead Agency)

Budget:

Sources of Funds		Uses of Funds	
	<u>FY 2021-22</u>		<u>FY 2021-22</u>
<u>Federal Funds</u>		<u>GTC</u>	
FHWA	\$100,000	Staff	\$0
FTA	0	Contractual	100,000
Subtotal	\$100,000	Subtotal	\$100,000
<u>Matching Funds</u>		<u>Other Agency</u>	
State (In-kind)	\$0	Staff	\$0
Local (In-kind)	0	Contractual	0
Local (Cash)	0	In-kind Exp.	0
Subtotal	\$0	Subtotal	\$0
<u>Total</u>	<u>\$100,000</u>	<u>Total</u>	<u>\$100,000</u>

Background: As the Host Agency for GTC, RGRTA includes GTC staff in its group health insurance. This insurance plan includes a self-funded component with stop-loss protection. The GTC core budget covers ordinary healthcare expenses. However, in the event of extraordinary healthcare expenses, GTC is forced to reallocate funds from planned expenses.

Process: In the event that someone covered under GTC's health insurance encounters extraordinary healthcare expenses, the GTC Executive Director will contact the RTS Director of Accounting Services. If either they or the RGRTA Chief Financial Officer agrees that such expenses are extraordinary, funds within this task will be converted from Contractual to Fringe prior to seeking reimbursement from NYSDOT. With the expenses being drawn from this task, there will be no impact on planned expenses.