



*City of Ceres • City of Hughson • City of Modesto • City of Newman • City of Oakdale • City of Patterson  
City of Riverbank • City of Turlock • City of Waterford • County of Stanislaus*

**EXECUTIVE COMMITTEE MEETING  
STANCOG BOARD ROOM  
1111 I STREET, SUITE 308  
MODESTO, CA  
JUNE 20, 2012 (WEDNESDAY)  
5:00 PM**

Board Agendas and Minutes: Policy Board agendas, minutes and copies of items to be considered by the StanCOG Policy Board are available at least 72 hours prior to the meeting at the StanCOG offices located at 1111 "I" Street, Suite 308, Modesto, CA during normal business hours. The documents are also available on StanCOG's website at [www.stancog.org/policy-board.shtm](http://www.stancog.org/policy-board.shtm).

Materials related to an item on this Agenda submitted to the Policy Board after distribution of the agenda packet are available for public inspection at the address listed above during normal business hours. These documents are also available on StanCOG's website, subject to staff's ability to post the documents before the meeting.

Public Comment Period: Matters under the jurisdiction of the Policy Board, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any off-agenda matters before the Policy Board for consideration. However, California law prohibits the Policy Board from taking action on any matter which is not on the posted agenda unless it is determined to be an emergency by the Policy Board. Any member of the public wishing to address the Policy Board during the "Public Comment" period will be limited to 5 minutes unless the Chair of the Board grants a longer period of time. At a Special Meeting, members of the public may address the Board on any item on the Agenda at the time the item is considered by the Board.

Public Participation on a Matter on the Agenda: Please step to the podium at the time the agenda item is announced by the Chairperson. In order to ensure that interested parties have an opportunity to speak, any person addressing the Policy Board will be limited to a maximum of 5 minutes unless the Chair of the Board grants a longer period of time.

Reasonable Accommodations: This Agenda shall be made available upon request in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact Cindy Malekos at (209) 525-4600 during regular business hours at least 72 hours prior to the time of the meeting to enable StanCOG to make reasonable arrangements to ensure accessibility to this meeting.

Notice Regarding Non-English Speakers: StanCOG Policy Board meetings are conducted in English and translations to other languages is not provided. Anyone wishing to address the Policy Board is advised to have an interpreter or to contact Cindy Malekos at (209) 525-4600 during regular business hours at least 72 hours prior to the time of the meeting so that StanCOG can provide an interpreter.

Aviso con Respecto a Personas que no Hablan el Idioma de Inglés: Las reuniones del los Comités del Consejo de Gobiernos de Stanislaus son conducidas en Inglés y traducciones a otros idiomas no son disponibles. Cualquier persona que desea dirigirse al Comité se le aconseja que traiga su propio intérprete o llame a Cindy Malekos al (209) 525-4600 durante horas de oficina regulares o a lo menos 72 horas antes de la reunión del Consejo de Gobiernos de Stanislaus, para proporcionarle con un intérprete.

**AGENDA**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. PUBLIC COMMENTS**

*The public may comment on each item on the agenda as it arises.*

**4. CONSENT CALENDAR**

**A. Motion to Approve Executive Committee Special Meeting Minutes of 5/10/12**

**B. Motion to Approve Executive Committee Meeting Minutes of 5/16/12**

## **5. DISCUSSION/ACTION ITEMS**

- A.** Motion to Approve Appointment of New Member to Social Services Transportation Advisory Council (SSTAC)
- B.** Motion to Recommend Policy Board Adopt Resolution 11-76 Approving FY 2011/12 Budget Amendment #6 – Administrative Amendment
- C.** Motion to Recommend Policy Board Adopt Resolution 12-01 Approving FY 2012/13 Staff Furlough Dates

## **6. EXECUTIVE DIRECTOR'S REPORT**

## **7. CLOSED SESSION**

- A.** Adjourn to Closed Session
- B.** Pursuant to Government Code section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR  
Agency Representative: Chair Bill O'Brien  
Unrepresented Employee: Interim Executive Director
- C.** Reconvene from Closed Session
- D.** Report on any Action Taken in Closed Session

## **8. ADJOURNMENT**

### **Next Regularly Scheduled Executive Committee Meeting:**

**July 25, 2012 (Wednesday) @ 5:00 pm**

**StanCOG Board Room**

**1111 I Street, Suite 308**

**Modesto, CA 95354**



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**EXECUTIVE COMMITTEE SPECIAL MEETING  
StanCOG Board Room  
1111 I Street, Suite 308  
Modesto, CA**

**Minutes of May 10, 2012 (Wednesday)  
1:00 pm**

**PRESENT:** Chair Bill O'Brien (Stanislaus County); Vice-Chair Charles Goeken (City of Waterford); Stephanie Burnside (City of Modesto); Luis Molina (City of Patterson); Vito Chiesa (Stanislaus County)

**ALSO PRESENT:** Rod Attebery (Neumiller and Beardslee); Vince Harris, Cindy Malekos (StanCOG)

**1. CALL TO ORDER**

Chair Bill O'Brien called the meeting to order at 1:01 pm.

**2. ROLL CALL**

**3. PUBLIC COMMENTS-None**

**4. CLOSED SESSION**

**A. Adjourn to Closed Session**

The Executive Committee adjourned to Closed Session at 1:03 pm.

**B. Public Employee Performance Evaluation Pursuant to Government Code Section 54957:  
Executive Director**

**C. Reconvene from Closed Session**

The Executive Committee reconvened from Closed Session at 1:17 pm. There was no reportable action.

**5. ADJOURNMENT**

The Executive Committee meeting was adjourned at 1:18 pm.

**Next Regularly Scheduled Executive Committee Meeting:**

**May 16, 2012 (Wednesday) @ 3:30 pm**

**StanCOG Board Room**

**1111 I Street, Suite 308**

**Modesto, CA 95354**

Minutes Prepared By:



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Cindy Malekos

Personnel & Administration Manager/Public Information Officer



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**EXECUTIVE COMMITTEE MEETING  
StanCOG Board Room  
1111 I Street, Suite 308  
Modesto, CA**

**Minutes of May 16, 2012 (Wednesday)  
3:30 pm**

**PRESENT:** Chair Bill O'Brien (arrived during Item 5B) Vice-Chair Charles Goeken (City of Waterford); Stephanie Burnside (City of Modesto); Luis Molina (City of Patterson)

**ALSO PRESENT:** Rod Attebery (Neumiller and Beardslee); Vince Harris, Vince Canales, Cindy Malekos (StanCOG)

**1. CALL TO ORDER**

Chair Bill O'Brien called the meeting to order at 3:32 pm.

**2. ROLL CALL**

**3. PUBLIC COMMENTS-None**

**4. CONSENT CALENDAR**

**A. Motion to Approve Executive Committee Meeting Minutes of 4/18/12**

**\*By Motion (Member Luis Molina/Member Stephanie Burnside)**, and a unanimous vote, the Executive Committee approved the Consent Calendar.

**5. DISCUSSION/ACTION ITEMS**

**A. Motion to Approve Appointment of New Member to the Social Services Transportation Advisory Council (SSTAC)**

Vince Harris explained that there was an opening on the SSTAC due to the retirement of Brad Christian (Stanislaus County Transit) and that Fred Cavanah (City of Modesto Transit) had submitted an application for the position.

**\*By Motion (Member Luis Molina/Member Stephanie Burnside)**, and a unanimous vote, the Executive Committee approved the appointment of Fred Cavanah as a new member on the Social Services Transportation Advisory Council (SSTAC).

**B. Motion to Nominate FY 2012/13 Policy Board Chair and Vice Chair**

Vince Harris stated that a new Chair and Vice-Chair would be needed for the new fiscal year that would begin July 1st. He said that the position of Chair was typically rotated between a member from the County, a small city, a mid-sized city and a large city.

**\*By Motion (Member Stephanie Burnside/Member Charles Goeken)**, and a unanimous vote, the Executive Committee nominated Charles Goeken for FY 2012/13 Policy Board Chair and Luis Molina for Vice-Chair.

**C. Motion to Approve Pricing and Selling of Excess Cubicle Material**

Cindy Malekos indicated that the California Rural Legal Assistance (CRLA), located across the hall from StanCOG offices, wanted to purchase several pieces of excess cubicle panels from StanCOG. A local office furniture store, Warden's, was contacted to determine a fair resale value of \$250.

**\*By Motion (Member Charles Goeken/Member Luis Molina)**, and a unanimous vote, the Executive Committee approved the Pricing and Selling of Excess Cubicle Material.

**D. Motion to Recommend Policy Board Adopt the FY 2012/13 Proposed Budget and Overall Work Program (OWP)**

Vince Harris said that the proposed budget had been revised in response to concerns raised by the Policy Board in April regarding the salaries and benefits line item. He stated that staff salaries had been reduced 3.47% in order to maintain the line item for FY 12/13 at the FY 11/12 level.

**\*By Motion (Member Charles Goeken/Member Luis Molina)**, and a unanimous vote, the Executive Committee recommended that the Policy Board adopt the FY 2012/13 Proposed Budget and Overall Work Program (OWP).

**E. Discussion – Assembly Constitutional Amendment (ACA) 23**

Vince Harris provided a status update on the proposed amendment.

**6. EXECUTIVE DIRECTOR'S REPORT-None**

**7. CLOSED SESSION**

**A. Adjourn to Closed Session**

The Executive Committee adjourned to Closed Session at 3:47 pm.

**B. Pursuant to California Government Code Section 54957: Public Employee Appointment  
Title: Interim Executive Director/Executive Director**

**C. Reconvene from Closed Session**

The Executive Committee reconvened from Closed Session at 4:10 pm. There was no reportable action.

**8. ADJOURNMENT**

The Executive Committee meeting was adjourned at 4:12 pm.

**Next Regularly Scheduled Executive Committee Meeting:**

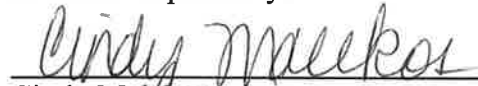
**June 20, 2012 (Wednesday) @ 5:00 pm**

**StanCOG Board Room**

**1111 I Street, Suite 308**

**Modesto, CA 95354**

Minutes Prepared By:



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Cindy Malekos

Personnel & Administration Manager/Public Information Officer



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**TO:** Executive Committee Staff Report  
**THROUGH:** Carlos Yamzon, Interim Executive Director Motion  
**FROM:** Rosa De León Park, Transit/Programming Manager Cydne RP  
Mike Costa, Associate Planner RSP  
MAC  
**DATE:** June 14, 2012  
**SUBJECT:** Appointment of Christina Ulloa to the Social Services Transportation  
Advisory Council (SSTAC)

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**Recommendation**

**By Motion:**

Appoint Christina Ulloa, as a new member on the Social Services Transportation Advisory Council (SSTAC) for a 3-year term.

**Background**

The Social Services Transportation Advisory Council (SSTAC) is one of the four standing committees of StanCOG. It is comprised of 10 members of Stanislaus County that are appointed by the Executive Committee. According to the adopted Bylaws, the StanCOG Social Services Transportation Advisory Council (SSTAC) requires new members to be appointed by the StanCOG Executive Committee. Each member serves a 3-year term, and may be re-appointed by the StanCOG Executive Committee for an additional 3-year term. The SSTAC meets on the first Tuesday of each month and provides input on various transit issues, including the coordination and consolidation of specialized transportation services. Pursuant to the Transportation Development Act, the SSTAC also reviews and recommends action on the findings identified by the annual unmet transit needs assessment process.

**Discussion**

Pursuant to Section 99238(a) of the California Public Utilities Code, Christina Ulloa (DMC Foundation) would represent the transportation provider for the "two representatives of local social service providers for persons with disabilities, including one representative of a social service transportation provider" on the SSTAC.

Should you have further questions regarding this staff report, please contact Rosa Park at 209-525-4600 or via e-mail at [rpark@stancog.org](mailto:rpark@stancog.org).

Attachments:

- 1. SSTAC Membership Applications Submitted by Christina Ulloa





Social Services Transportation Advisory Council (SSTAC)
Membership Application

The SSTAC is a standing committee of the Stanislaus Council of Governments. The Committee advises the Council. Any resident of Stanislaus County may apply for membership.

SSTAC Members are expected to attend meetings on a regular basis. Meetings are held at 8:30 am on the 1st Tuesday of the month at the StanCOG office, 1111 I Street, Suite 308, in downtown Modesto.

Name Christina Ulloa Home Phone none Alt. Phone 209 505-4911
Address 1518 Overholtzer Dr. Email culloa@dmcf.org
City Modesto State CA Zip 95355
Occupation Program Manager, RSVP Work Phone 209 527-3412

Background, Education, and Experience: Program Manager, RSVP of Stanislaus County for one year. Employed by DMC Foundation for over 5 years. Serving as a program assistant for Diabetes Community Services and Lifeline Emergency Response System before assigned to RSVP. Experience running a transportation service for seniors who are unable to utilize public transportation at this time.

What transportation/transit issues are of particular interest/concern to you?

Dependability, fares, farebox, safety, availability, routes.

What group/groups (i.e. low-income, minority, professional and civic, educational and religious, business and industrial, etc.) if any, do you feel you represent?

Social Service Providers (non-profit), Potential Transit User

Comments: Please see attached.

Please attach additional sheets if more space is needed.

Signature Christina Ulloa

Date 2/14/12

Social Services Transportation Advisory Council (SSTAC)  
Membership Application

Comments:

The Retired and Senior Volunteer Program of Stanislaus County serves those 55 and older who are frail and/or disabled. All clients must show a need for the service and explain why at this time there are no other means of transportation available to them. I would like to become a member of the SSTAC to determine why my clients feel transportation is not available to them and how and if changes can be made to provide additional transportation services to seniors.

As a potential transit user, I hope to one day sell my car and never again pay for gas, maintenance or auto insurance. I want to rely on public transportation for all trips I need to make. I have hope that this can be realized in Stanislaus County.



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**TO:** Executive Committee  
**THROUGH:** Carlos Yamzon, Interim Executive Director *CY to RP*  
**FROM:** Vince Canales, Finance Director *VC*  
**DATE:** June 12, 2012  
**SUBJECT:** FY 11/12 Budget Amendment #6 (Administrative Amendment)

Staff Report  
Motion

**Recommendation**

**By Motion:**

Recommend that the Policy Board Adopt Resolution 11-76 to amend the General Fund Line Item Expenditure budget as presented in Schedule 1.

**Background**

The current budget for legal services is \$67,500. StanCOG has incurred legal fees in the amount of \$66,145.07 for services through May 2012. The balance remaining on the contract, available for June 2012 legal services, is \$1,354.93. Due to pending issues, StanCOG staff estimates that \$3,000 in legal fees may be incurred for the month of June. The Policy Board chair has authorized the Acting Interim Executive Director to increase the contract for legal services, retroactively, for an amount not to exceed \$5,000.

**Discussion**

Schedule 1 – StanCOG General Fund Line Item Expenditure Detail

As we approach the end of the current fiscal year, staff has identified savings in the line item expenditure budget. Staff recommends transferring appropriations from the Insurance line and the Rents and Leases line to the Contracts line for legal counsel for the additional \$5,000 requested.

Schedule 2 – StanCOG General Fund Line Item Revenue Detail

Schedule 2 is the current revenue schedule and is presented for information only. This budget amendment does not require any additional revenue.

[vcanales@stancog.org](mailto:vcanales@stancog.org)

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**STANISLAUS COUNCIL OF GOVERNMENTS  
LINE ITEM BUDGET AMENDMENT #6  
FY 20011/12**

**SCHEDULE #1**

Acct	Description	Current Budget FY 2011/12	Amendment 6 FY 2011/12	Increase (Decrease)	Notes
50000	Salaries and Benefits	1,556,665	1,556,665	0	
	Other Post Employment Benefits	1,412	1,412	0	
	<b>TOTAL SALARIES, BENEFITS &amp; OPEB</b>	<b>1,558,077</b>	<b>1,558,077</b>	<b>0</b>	
60000/	<b>SERVICES AND SUPPLIES</b>				
70000	Administrative Services	3,525	3,525	0	
	Communications	12,600	12,600	0	
	Conferences, Seminars & Travel	36,938	36,938	0	
	County Departmental Costs Allocated	6,200	6,200	0	
	Data Processing Services	18,000	18,000	0	
	Equipment Maintenance	1,500	1,500	0	
	Equipment Purchase	22,100	22,100	0	
	Equipment Rents and Leases	19,800	19,800	0	
	Community Programs	1,000	1,000	0	
	Insurance	18,000	16,031	(1,969)	
	Memberships	11,700	11,700	0	
	Office Expense	18,500	18,500	0	
	Postage/Mail Services	2,000	2,000	0	
	Printing	13,100	13,100	0	
	Publications/Legal Notices	9,000	9,000	0	
	Structures and Grounds - Maintenance	2,360	2,360	0	
	Structures and Grounds - Rents and Leases	105,720	102,689	(3,031)	
	Utilities	8,000	8,000	0	
	<b>TOTAL SERVICES AND SUPPLIES</b>	<b>310,043</b>	<b>305,043</b>	<b>(5,000)</b>	
81000	<b>EQUIPMENT - FIXED ASSETS</b>				
		0	0	0	
		0	0	0	
63280	<b>CONTRACTS</b>				
	Area wide Ridesharing Services	178,500	178,500	0	
	FresnoCOG Interregional Goods Movement Plan	26,960	26,960	0	
	Disadvantaged Business Enterprise Consultant	2,500	2,500	0	
	Financial Audit & related svcs.	33,000	33,000	0	
	Fregonese Associates	50,000	50,000	0	
	Regional Transp Impact Fee Nexus Study	100,000	100,000	0	
	Translation Services	10,000	10,000	0	
	Legal Counsel	67,500	72,500	5,000	
	Route 132 West Environmental Document	1,942,593	1,942,593	0	
	Pavement Management System	560,000	560,000	0	
	SJ Valley Policy Council Coordinator	16,437	16,437	0	
	Temporary Help Interwest Consultant Services	97,774	97,774	0	
	Temporary Help Services	24,752	24,752	0	
	Non-Motorized Plan Update	100,000	100,000	0	
	Regional Transportation Plan / EIR	12,164	12,164	0	
	Regional Travel Model Update	92,790	92,790	0	
	FTA Technical Assistance Grant	112,956	112,956	0	
	Traffic Modeling Support	50,000	50,000	0	
	Valley wide Air Quality Coordinator	21,000	21,000	0	
	Valley wide Air Quality Coordinator Oversight	8,100	8,100	0	
	Catholic Charities	127,000	127,000	0	
	Paratransit Inc	212,194	212,194	0	
	Paratransit Inc	126,201	126,201	0	
	City of Modesto	381,689	381,689	0	
	<b>TOTAL CONTRACTS</b>	<b>4,354,110</b>	<b>4,359,110</b>	<b>5,000</b>	
	Depreciation Expense	11,076	11,076	0	
	<b>OVERHEAD RECAPTURE</b>	<b>236,563</b>	<b>236,563</b>	<b>0</b>	
	<b>BUDGET SUBTOTAL</b>	<b>6,469,869</b>	<b>6,469,869</b>	<b>0</b>	
90000	<b>CONTINGENCIES</b>	48,000	48,000	0	
62400	<b>EXIGENCIES</b>	15,000	15,000	0	
	<b>TOTAL BUDGET</b>	<b>6,532,869</b>	<b>6,532,869</b>	<b>0</b>	

**STANISLAUS COUNCIL OF GOVERNMENTS  
REVENUES FOR FY 2011/12  
AMENDMENT #6**

**Schedule #2**

<b>SOURCE</b>	<b>Current FY 11/12</b>	<b>Amendment 6 FY 11/12</b>	<b>Increase (Decrease)</b>
Federal – FHWA PL	978,842	978,842	0
Federal – FHWA PL carryover	457,599	457,599	0
Federal – FTA Section 5303	200,478	200,478	0
Federal – FTA Section 5303 carryover	46,819	46,819	0
Federal – FTA Section 5304	100,000	100,000	0
Federal – FTA Section 5316	612,476	612,476	0
Federal – FTA Section 5317	271,794	271,794	0
Federal - RSTP	620,000	620,000	0
Federal – CMAQ (ridesharing)	154,923	154,923	0
Federal – Congressional Grant - Route 132 West Project	1,554,074	1,554,074	0
<b>Total Federal</b>	<b>4,997,005</b>	<b>4,997,005</b>	<b>0</b>
State – STIP	238,519	238,519	0
State – PPM	354,731	354,731	0
State – PPM Carryover	0	0	0
State – Blueprint Grant	0	0	0
State – Blueprint Grant carryover	17,168	17,168	0
<b>Total State</b>	<b>610,418</b>	<b>610,418</b>	<b>0</b>
Local – Abandoned Vehicle	9,000	9,000	0
Local – TDA Admin	160,000	160,000	0
Local – TDA Admin Reserve	0	0	0
Local – LTF Planning	429,000	429,000	0
Local – LTF Planning Reserve	27,430	27,430	0
Local – Non-StanCOG	200,000	200,000	0
Local – Interest	5,008	5,008	0
Local – Dues	20,000	20,000	0
Miscellaneous Reimbursements	10,008	10,008	0
Local – Applied Reserves (contingencies/exigencies)	65,000	65,000	0
Local – Applied Reserves (Legislative Review)	0	0	0
<b>Total Local</b>	<b>925,446</b>	<b>925,446</b>	<b>0</b>
<b>Total - Current Year Revenue</b>	<b>6,532,869</b>	<b>6,532,869</b>	<b>0</b>

**STANISLAUS COUNCIL OF GOVERNMENTS**  
**RESOLUTION 11-76**  
**RESOLUTION TO APPROVE FY 11/12 BUDGET AMENDMENT #6**

WHEREAS, the Stanislaus Council of Governments (StanCOG) is a Regional Transportation Planning Agency and a Metropolitan Planning Organization (MPO), pursuant to State and Federal designation; and

WHEREAS, the Stanislaus Council of Governments (StanCOG) has an adopted Line Item Budget and Overall Work Program (OWP) for Fiscal Year 2011/12; and

WHEREAS, there is a need to amend the 2011/12 Line Item Budget; and

NOW, THEREFORE BE IT RESOLVED that the FY 11/12 Budget Amendment #6 is hereby adopted as reflected in Schedule 1 attached hereto.

BE IT FURTHER RESOLVED, that the Interim Executive Director is authorized to execute an amendment to the legal service contract consistent with this Budget Amendment.

The foregoing Resolution was introduced at a regular meeting of the Stanislaus Council of Governments, on the 20th day of June, 2012. A motion was made and seconded to adopt the foregoing Resolution. Motion carried and the Resolution was adopted.

MEETING DATE: June 20, 2012

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WILLIAM O'BRIEN, CHAIR

ATTEST:

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CARLOS YAMZON, INTERIM EXECUTIVE  
DIRECTOR

**STANISLAUS COUNCIL OF GOVERNMENTS  
LINE ITEM BUDGET AMENDMENT #6  
FY 20011/12**

**SCHEDULE #1**

Acct	Description	Current Budget FY 2011/12	Amendment 6 FY 2011/12	Increase (Decrease)	Notes
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60000/	<b>SERVICES AND SUPPLIES</b>				
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63280	<b>CONTRACTS</b>				
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	Translation Services	10,000	10,000	0	
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	Regional Travel Model Update	92,790	92,790	0	
	FTA Technical Assistance Grant	112,956	112,956	0	
	Traffic Modeling Support	50,000	50,000	0	
	Valley wide Air Quality Coordinator	21,000	21,000	0	
	Valley wide Air Quality Coordinator Oversight	8,100	8,100	0	
	Catholic Charities	127,000	127,000	0	
	Paratransit Inc	212,194	212,194	0	
	Paratransit Inc	126,201	126,201	0	
	City of Modesto	381,689	381,689	0	
	<b>TOTAL CONTRACTS</b>	<b>4,354,110</b>	<b>4,359,110</b>	<b>5,000</b>	
	Depreciation Expense	11,076	11,076	0	
	<b>OVERHEAD RECAPTURE</b>	<b>236,563</b>	<b>236,563</b>	<b>0</b>	
	<b>BUDGET SUBTOTAL</b>	<b>6,469,869</b>	<b>6,469,869</b>	<b>0</b>	
90000	<b>CONTINGENCIES</b>	48,000	48,000	0	
62400	<b>EXIGENCIES</b>	15,000	15,000	0	
	<b>TOTAL BUDGET</b>	<b>6,532,869</b>	<b>6,532,869</b>	<b>0</b>	



City of Ceres • City of Hughson • City of Modesto • City of Newman • City of Oakdale • City of Patterson  
City of Riverbank • City of Turlock • City of Waterford • County of Stanislaus

**TO:** Executive Committee Staff Report  
Motion  
**THROUGH:** Carlos Yamzon, Interim Executive Director *[Handwritten signature]*  
**FROM:** Rosa De Leon Park, Acting Interim Executive Director *[Handwritten initials]*  
Cindy Malekos, Personnel and Administration Manager *[Handwritten initials]*  
Public Information Officer  
**DATE:** June 14, 2012  
**SUBJECT:** FY 2012/13 Proposed Employee Furlough Schedule

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**Recommendation**

**By Motion:**

Recommend that the Policy Board adopt Resolution 12-01 adopting the 2012/13 Employee Furlough Schedule.

**Background**

On May 16, 2012, the Policy Board adopted the StanCOG FY 2012/13 Budget and Overall Work Program (OWP). The FY 2012/13 budget contained a 3% across-the-board reduction in staff salaries. The 3% reduction in salaries led to a 3.47% overall reduction in total salaries and benefits. The purpose of this reduction, as requested by the Policy Board, was to maintain the Salaries and Benefits line item at the same level in 2012/13 as it was in 2011/12. This was achieved by the 3.47% overall reduction.

**Discussion**

As a result of the reduction in employee salaries, it is requested that the Executive Committee recommend to the Policy Board a furlough schedule as detailed on the next page. Although a 3% reduction in staff hours worked would equate to 62.4 hours (2,080 hours in an annual work year x 3% = 62.4 hours), the proposed furlough schedule amounts to only 44 hours per employee for the year.

The proposed schedule corresponds with the past practices of Stanislaus County, the City of Modesto, and other cities that have closed operations during the week of Thanksgiving and the week between Christmas and the New Year. The furlough days would result in a mandatory reduction in employee work hours. Staff is not proposing any elective or “float” days as part of the schedule. The proposed furlough dates would be set for all StanCOG staff as follows.



- Day before Thanksgiving, Wednesday, November 21, 2012 (8 hours)  
*[Thursday, November 22 and Friday, November 23 are approved employee holidays.]*
- Christmas Eve, Monday, December 24, 2012 (4 hours)  
*[Christmas Eve (4 hours) and Christmas Day (8 hours) are approved employee holidays.]*
- Day after Christmas, Wednesday, December 26, 2012 (8 hours)
- Thursday, December 27, 2012 (8 hours)
- Friday, December 28, 2012 (8 hours)
- Day before New Year's Day, Monday, December 31, 2012 (8 hours)  
*[January 1, 2013 is an approved employee holiday.]*

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[cmalekos@stancog.org](mailto:cmalekos@stancog.org)

**STANISLAUS COUNCIL OF GOVERNMENTS**  
**RESOLUTION 12-01**  
**RESOLUTION ADOPTING THE 2012/13 EMPLOYEE FURLOUGH SCHEDULE**

WHEREAS, the Stanislaus Council of Governments (StanCOG) is the designated Regional Transportation Planning Agency (RTPA), the designated Metropolitan Planning Organization (MPO) and the designated Council of Governments for Stanislaus County, and

WHEREAS, the StanCOG Policy Board adopted the FY 12/13 Budget and Overall Work Program on May 16, 2012, and

WHEREAS, StanCOG's FY 12/13 budget contains a three percent across-the-board salary reduction for all StanCOG staff, and

WHEREAS, StanCOG has prepared the following mandatory employee furlough schedule for fiscal year 2012/13:

- 8 hours – The day before Thanksgiving , Wednesday, November 21, 2012
- 4 hours– Christmas Eve, Monday, December 24, 2012
- 8 hours –The day after Christmas, Wednesday, December 26, 2012
- 8 hours – Thursday, December 27, 2012
- 8 hours – Friday, December 28, 2012
- 8 hours – The day before New Year's Day, Monday, December 31, 2012

NOW, THEREFORE, BE IT RESOLVED, that Stanislaus Council of Governments adopts the fiscal year 2012/13 employee furlough schedule as shown.

The foregoing Resolution was introduced at a regular meeting of the Stanislaus Council of Governments on the 25th day of July, 2012. A motion was made and seconded to adopt the foregoing Resolution. Motion carried and the Resolution was adopted.

MEETING DATE: July 25, 2012

ATTEST:

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CHARLES GOEKEN, CHAIR

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CARLOS YAMZON, INTERIM EXECUTIVE  
DIRECTOR