



STAFF REPORT
Board Meeting of April 23, 2025

AGENDA ITEM: 7-E

PREPARED BY: Troy McNeil, Deputy Director/Fiscal Supervisor

SUBJECT:

FY 2024-25 Overall Work Program & Budget (OWP) – Amendment No. 4

Enclosure: Yes

Action: Approve OWP & Budget – Amendment No. 4

SUMMARY:

Included in your package is Budget Sheets for Amendment No. 4 of the FY 2024-25 Overall Work Program & Budget. The revised Budget is \$2,773,004 (no change from the previously amended budget). The amendment reflects changes due to the following:

- Recognition of additional REAP 1.0 revenues;
- Adjustments to the assigned work hours in some work elements; and
- Adjustments to some of the line-items due to actual costs.

The amendment is recognized in the following accounts:

Revenues – (Increase \$80,619)

- REAP 1.0 – Increase \$91,961
- REAP 2.0 – Decrease \$1,736
- TDA Carryover – Decrease \$5,420
- SB 125 Transit Funding - \$3,309
- Member Assessment Fees – Increase \$2,336
- MCTA – Decrease \$3,213

Salaries & Benefits – (Decrease \$337)

- Health – Decrease \$337

Indirect Costs – (Decrease \$7,000)

- Admin Consulting Services – Decrease \$4,000
- Bldg/Equip. Maint. & Repairs – Decrease \$1,600
- Janitorial Services – Increase \$600

- Membership Fees – Decrease \$1,000
- Technology Related Equipment & Repairs – Decrease \$2,000
- Utilities – Increase \$1,000

Other Direct Costs – (Increase \$87,956)

- Board Costs and Other Expenses – Increase \$2,000
- Consultant (SB-1 Planning Grant) – Decrease \$5
- Consultant (Regional Housing Program) – Increase \$91,961
- MCTA Tax Recovery Services – Decrease \$5,000
- MCTA Conference/Travel – Decrease \$2,000
- Other MCTA Costs – Increase \$1,000
- RTP EIR – Decrease \$100
- Traffic Model & GIS Support – Increase \$100

Changes were made to all Work Elements except WE 104 – Oakhurst Multimodal Mobility Study, WE 105 – Regional Growth Forecast, WE 106 – Sustainable Communities Strategy Development FY 23-24, WE 106.1 – Sustainable Communities Strategy Development FY 24-25, WE 107 – VTRANSFRM Study, and WE 201 – Transit.

FISCAL IMPACT:

There is a budget increase of \$80,619 to the approved 2024-25 Overall Work Program and Budget.