



STAFF REPORT
Board Meeting of October 22, 2025

AGENDA ITEM: 8-A

PREPARED BY: Troy McNeil, Deputy Director/Fiscal Supervisor

SUBJECT:

FY 2025-26 Overall Work Program & Budget (OWP) – Amendment No. 2

Enclosure: Yes

Action: Approve Overall Work Program & Budget – Amendment No. 2

SUMMARY:

Included in your package is Amendment No. 2 of the FY 2025-26 Overall Work Program & Budget. The revised Budget is \$4,590,678 (a \$65,092 increase from the previously approved budget). The amendment reflects changes due to the following:

- Recognition of carryover funds due to closing out the previous fiscal year;
- Recognition of final 2025-26 Consolidated Planning Grant (CPG) allocations;
- Recognition of final 2025-26 SB-1 Sustainable Transportation Planning Grant formula allocations;
- Recognition of one employee adding health insurance;
- Recognition in change in assigned staff hours to work elements, and
- Adjustments to some of the line-items.

The amendment is recognized in the following accounts:

Revenues – (Increase \$65,092)

- FHWA PL – Increase \$57,664
- Complete Street PL – Increase \$1,479
- FHWA PL Carryover FY 24-25 – Decrease \$2,481
- FHWA PL Carryover FY 23-24 – Increase \$57,562
- FTA 5303 – Increase \$1,089
- FTA 5303 Carryover FY 24-25 – Increase \$7,023
- SB-1 Sustainable Transportation Competitive – Decrease \$5,400
- SB-1 Sustainable Transportation Formula 25-26 – Increase \$6,508

- SB-1 Sustainable Transportation Formula 24-25 – Decrease \$19,570
- SB-1 Sustainable Transportation Formula 23-24 – Decrease \$10,415
- TDA Carryover – Decrease \$27,000
- TDA Planning – Decrease \$4,009
- SB 125 Transit Funding – Increase \$6,866
- Member Assessment Fees – Decrease \$1,044
- Reserve – Decrease \$3,180

Salaries & Benefits – (Increase \$24,777)

- Salaries – Decrease \$5,500
- 401 (a) – Decrease \$825
- FICA, Employer – Decrease \$341
- Medicare – Decrease \$79
- Workers Compensation – Decrease \$22
- Health – Increase \$31,544

Indirect Costs – (No change)

Other Direct Costs – (Increase \$40,315)

- Consultant (SB-1 Planning Grant) – Decrease \$29,185
- MCTA Project Development – Decrease \$2,000
- RTP EIR – Increase \$23,000
- Technical/Modeling On-call Services – Increase \$48,500

Changes were made to all Work Elements except WE 102.1 – REAP 2.0, WE 104- Oakhurst Mobility Study, WE 107 – VTRANSFRM Study.

FISCAL IMPACT:

An increase of \$65,092 to the approved 2025-26 Overall Work Program and Budget.