



STAFF REPORT
Board Meeting of September 22, 2021

AGENDA ITEM: 8-A

PREPARED BY: Troy McNeil, Deputy Director/Fiscal Supervisor

SUBJECT:

FY 2021-22 Overall Work Program & Budget – Amendment No. 1

Enclosure: Yes

Action: Approve OWP & Budget – Amendment No. 1

SUMMARY:

Included in your package is Amendment No.1 of the FY 2021-22 Overall Work Program & Budget. The revised Budget is \$2,832,513 (increase of \$473,367 from original budget). The amendment reflects changes due to lower than expected health insurance costs, actual carryover of budgeted contract expenditures from FY 2020-21, carryover of unspent grant apportionments, an adjustment for actual costs incurred versus budgeted costs, recognition of higher than anticipated grant revenue, and adjustments in the assigned work hours for each work element.

The amendment is recognized in the following accounts:

Revenues – (Increase \$473,367)

- FHWA – increase \$19,529
- FHWA PL Carryover – decrease \$76,342
- FTA 5303 Carryover – increase \$23,283
- STIP PPM – increase \$6,491
- SB-1 Sustainable Communities Grant Carryover 21-22 – increase \$823
- SB-1 Sustainable Communities Grant Carryover 20-21 – increase \$76,221
- SJV REAP Housing – increase \$133,441
- TDA Carryover – increase \$39,397
- Member Assessment Fees – increase \$61,000
- MCTA Carryover – increase \$4,167
- MCTA – increase \$185,357

Salaries & Benefits – (Decrease \$12,596)

- Worker's Compensation – decrease \$247
- Health – decrease \$12,349

Indirect Costs – (No change)

- Computer Software – increase \$2,000
- Legal Services – increase \$5,000
- MCTC Audit – decrease \$2,000
- Membership Fees – decrease \$2,000
- Miscellaneous – increase \$2,000
- Rent – decrease \$2,000
- Technology Related Equipment & Repairs – increase \$1,000
- Telephone/Internet/Website – decrease \$4,000
- Travel Expenses – decrease \$1,000
- Utilities – increase \$1,000

Other Direct Costs – (Increase \$485,963)

- Consultant (SB-1 Planning Grant) – increase \$85,326
- Consultant (Regional Housing Program) – increase \$133,391
- Consultant (Measure Renewal) – increase \$150,000
- Consultant (Lobbying & Intergovernmental) – increase \$72,000
- MCTA Project Development – increase \$40,000
- TDA Audits – decrease \$3,000
- RTP EIR – increase \$8,746
- Traffic Monitoring Program – decrease \$500

The amendment is reflected in all of the OWP Work Elements except WE 906: 100 – Regional Transportation Plan; 101 – Performance Measures; 102 – Regional Housing Planning Program; 110 – Regional Planning Database; 110.1 – Household Travel Survey; 111 – Traffic Monitoring Program; 112 – Traffic Modeling; 113 – Air Quality Transportation Planning; 120 – Goods Movement and Highway Planning; 122 – Project Coordination & Financial Programming; 130 – Public Transportation; 140 – Other Modal Elements; 150 – Public Participation Program; 150.1 – Public Outreach Coordination; 151 – Alternative Transportation Activities; 200 – Transportation Program Development; 901 – Transportation Funds Administration; 902 – Overall Work Program and Budget; 905 – Project Prioritization Study; 907 – Board Cost & Other Expenses; 908 – ZEV Readiness & Implementation Plan; 910 – MCTA Administration

FISCAL IMPACT:

The 2021-22 Overall Work Program and Budget will increase by 473,367.