STAFF REPORT
Board Meeting of September 20, 2023

AGENDA ITEM: 7-E

PREPARED BY: Troy McNeil, Deputy Director/Fiscal Supervisor

SUBJECT:

FY 2023-24 Overall Work Program & Budget (OWP) – Amendment No. 2

Enclosure: Yes

Action: Approve OWP & Budget – Amendment No. 2

SUMMARY:

Included in your package is Amendment No.2 of the FY 2023-24 Overall Work Program & Budget. The revised Budget is $2,564,530 (decrease of $38,289 from amended budget). The amendment reflects changes due to the following:

- Hiring of new Senior Regional Planner employee and associated costs;
- Carryover of grant revenues/expenses from prior year;
- Added new Work Element, 102.1, for REAP 2.0 Program;
- Recognition of approved Measure T Outreach Consultant contract;
- Adjustments to some line-items due to updated costs; and
- Adjustments in the assigned work hours for some of the work elements.

The amendment is recognized in the following accounts:

Revenues – (Decrease $38,289)

- FHWA PL Carryover – decrease $1,757
- FTA 5303 Carryover – increase $7,011
- SB-1 Sustainable Communities Grant 23-14 – increase $4,541
- SB-1 Sustainable Communities Grant 22-23 – increase $608
- REAP Housing 1.0 – Decrease $111,990
- REAP 2.0 – Increase $33,113
- TDA Carryover – decrease $23,663
- Member Assessment Fees – decrease $1,098
- MCTA – increase $54,946

Salaries & Benefits – (Increase $46,901)

- Salaries – Increase $21,472

- ICMA, 401(a) – Increase $3,221
- FICA, Employer – Increase $1,332
- Medicare – Increase $311
- Worker's Compensation – Increase $103
- Health – Increase $20,462

Indirect Costs – (Increase $1,000)

- Computer Software – Increase $1,000

Other Direct Costs – (Decrease $86,190)

- Consultant (SB-1 Planning Grant) – Increase $5,800
- Consultant (Regional Housing Program) – Decrease $101,990
- Consultant (Measure Renewal) – Increase $10,000

The amendment is reflected in all the OWP Work Elements.

FISCAL IMPACT:

The 2023-24 Overall Work Program and Budget will decrease by $38,289.