



STAFF REPORT
Board Meeting of July 19, 2023

AGENDA ITEM: 8-D

PREPARED BY: Troy McNeil, Deputy Director/Fiscal Supervisor

SUBJECT:

FY 2023-24 Overall Work Program & Budget (OWP) – Amendment No. 1

Enclosure: Yes

Action: Approve OWP & Budget – Amendment No. 1

SUMMARY:

Included in your package is Amendment No.1 of the FY 2023-24 Overall Work Program & Budget. The revised Budget is \$2,602,819 (increase of \$31,597 from original budget). The amendment reflects changes due to the following:

- Slightly higher than expected health insurance costs;
- Carryover of the Admin Consulting Services line-item for various administrative consulting services that may be needed;
- Higher than forecasted costs for outside auditors;
- Adjustments to expected carryover amounts;
- Adjustments to amount of consultant work needed; and
- Adjustments in the assigned work hours for some of the work elements.

The amendment is recognized in the following accounts:

Revenues – (Increase \$31,597)

- FHWA PL Carryover – increase \$130
- SB-1 Sustainable Communities Grant 22-23 – decrease \$1,446
- TDA Carryover – increase \$25,519
- Member Assessment Fees – increase \$382
- MCTA – increase \$7,012

Salaries & Benefits – (Increase \$1,597)

- Health – increase \$1,485
- Unemployment Insurance – increase \$112

Indirect Costs – (Increase \$41,000)

- Admin Consulting Services – increase \$40,000
- MCTC Audit – increase \$1,000

Other Direct Costs – (Decrease \$11,000)

- Consultant (SB-1 Planning Grant) – decrease \$15,000
- MCTA Fin Asst/Audits – increase \$4,000

The amendment is reflected in all the OWP Work Elements except WEs 102 and 105.

FISCAL IMPACT:

The 2023-24 Overall Work Program and Budget will increase by \$31,597.