

STAFF REPORT



| | |
|-----------------------|---|
| MEETING DATE: | September 13, 2016 |
| SUBJECT: | Approve Amendment # 1 to the Fiscal Year 2016/17 Overall Work Program (OWP) and SRTA's Comprehensive FY 2016/17 Budget |
| AGENDA ITEM: | 5-7 |
| STAFF CONTACT: | Sean Tiedgen, AICP, Senior Transportation Planner |

SUMMARY

A comprehensive Fiscal Year (FY) 2016/17 agency budget, including an Overall Work Program (OWP) budget specific to planning activities, was adopted on April 26, 2016. An amendment is needed in response to recent grant announcements and estimated-to-actual revenue and expenditures.

STAFF RECOMMENDATION:

It is recommended that the board of directors approve Amendment #1 to SRTA's FY 2016/17 comprehensive and OWP budgets pursuant to Resolution Number 16-10, decreasing comprehensive budget revenues and expenditures by \$484,856 and \$230,693 respectively, and the OWP budget by \$159,492.

DISCUSSION:

SRTA's comprehensive annual budget covers all agency activities, including road capital projects, non-motorized projects, transit operations, planning activities, and building ownership. A FY 2016/17 comprehensive budget of \$14,408,019 was adopted on April 26, 2016. Amendment #1 will decrease budget revenues by \$484,856 and expenses by \$230,693 to be consistent with estimated-to-actual Transportation Development Act claims; Low-Carbon Transit Operations Program revenue; and FY 2015/16 year-end consultant invoices.

The OWP is a subset of the comprehensive budget and covers only planning activities. A FY 2016/17 OWP budget of \$3,110,445 was adopted on April 26, 2016. Amendment #1 will decrease the budget by \$159,492. Major factors include the following:

- Removal of \$238,669 in anticipated grant revenue to prepare future non-motorized infrastructure and amenities for funding (Work Element 703.03) because the agency's grant application was not selected for funding;
- Carryover of \$16,700 in Federal Transit Administration (FTA) 5311(f) grant funds from FY 2015/16 to complete the Shasta Intercity Transportation to Sacramento and Bay Area Feasibility Study and Action Plan (Work Element 706.02);
- Removal of \$19,491 in FTA 5303 Carryover funds for the Coordinated Human Services Transportation Plan (Work Element 706.02) to account for projects funds expended in FY 2015/16; and
- Removal of \$4,300 in Cycle 3 Safe Routes to Schools funding (Work Element 707.02) for the Shasta County Health and Human Service Agency because all funds were expended in FY 2015/16.

Minor narrative clarifications to OWP work tasks and deliverables have also been made to reflect the changes described above.

ALTERNATIVES:

The board of directors may modify Amendment #1 to the FY 2016/17 comprehensive budget and OWP, provided that such changes are consistent with the terms of applicable funding agreements.

OTHER AGENCY INVOLVEMENT:

Caltrans District 2, the Federal Highway Administration, and the Federal Transit Administration approve formal OWP amendments. The Technical Advisory Committee concurs with the staff recommendation.

FINANCING:

Amendment #1 reduces the FY 2016/17 OWP budget by \$159,492 to \$2,950,953, as shown in Attachment B, and reduces the agency's comprehensive budget revenues by \$484,856 and expenses by \$230,693, as shown in Attachment C. All anticipated expenditures are consistent with the agency's latest revenue forecasts. All changes to the OWP and comprehensive budget are highlighted in yellow in the attached worksheets.



Daniel S. Little, AICP, Executive Director

Attachments:

- A: Resolution Number 16-10: Amendment #1 to the FY 2016/17 Overall Work Program and Comprehensive Budget
- B: Amended OWP Budget Worksheets (changes highlighted)
- C: Amended SRTA Comprehensive Fiscal Year 2016/17 Budget (changes highlighted)