

Metropolitan Transportation Commission
Administration Committee

November 13, 2024

Agenda Item 2d-24-1299

**Metropolitan Transportation Commission (MTC) Resolution No. 4637, Revised
Fiscal Year (FY) 2024-25 Overall Work Program (OWP) Amendment No. 3**

Subject:

Staff requests that Metropolitan Transportation Commission (MTC) Resolution No. 4637 Revised, be referred to the Commission for approval, authorizing an amendment to the fiscal year (FY) 2024-25 Overall Work Program (OWP). This amendment reconciles unexpended carryover apportionment adjustments of Road Maintenance and Rehabilitation Account (RMRA) Senate Bill 1 (SB1) Sustainable Communities, Federal Highway Administration (FHWA), and Federal Transit Administration (FTA) transportation planning funds and revises revenue and expense line items.

Background:

The OWP is an annual statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. At a minimum, an OWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds. Metropolitan Planning Organizations (MPOs) are required to develop an OWP to govern work programs for the expenditure of FHWA, FTA, and State planning funds pursuant to Title 23 Code of Federal Regulations (CFR) 450.308(b). As the federally designated MPO for the nine-county San Francisco Bay Area region, the MTC annually develops and maintains the OWP, which is the principal document governing the budget, allocation, and use of federal and state transportation planning funds.

Financial Impact:

The OWP is subject to periodic adjustments resulting from changes in activities, scope of work, transportation planning tasks, and deliverables, as well as revisions to revenues and expenses during the fiscal year. The proposed FY 2024-25 OWP Amendment No. 3 includes the following revisions:

- Reduces unexpended carryover apportionment of Road Maintenance and Rehabilitation Account (RMRA) Senate Bill 1 (SB1) Sustainable Communities, Federal Highway Administration (FHWA), and Federal Transit Administration (FTA) transportation planning funds. Projected carryover funding was included in the approved FY 2024-25 OWP and the MTC operating budget in the amount of \$3,895,518. This amendment reconciles the projected carryover funding to the actual remaining funds of \$2,469,306 as of June 30, 2024. This results in an overall funding decrease of \$1,426,211.
- Increases the FY 2024-25 RMRA SB1 Sustainable Communities formula funding from \$2,071,250 to \$2,121,100, resulting in an overall increase of \$49,850 in work element 1121: Regional Transportation Plan/Sustainable Communities Strategy.
- Adjustments for revenue and expense line items of transportation projects and activities funded by federal, state, and local sources. To accommodate these reductions, staff identified other available federal grants that could fund the same scope of work, incorporated vacancy savings from grant-funded vacant positions, and reduced unencumbered expense line items. The amendment revisions have no impact on the scope of work, tasks, and deliverables.

Commission approval is the first step in authorizing the formal amendment to the FY 2024-25 OWP. Following approval by the Commission, Caltrans, the FHWA, and the FTA will review and approve the OWP. Resolution No. 4637 authorizes the Executive Director or designee to apply for grants and execute any agreements to aid in the financing of the FY 2024-25 OWP.

An electronic version of the FY 2024-25 OWP Amendment No. 3 can be reviewed at the following link: <https://mtc.ca.gov/about-mtc/administrative-requirements/overall-work-program-owp>

Issues:

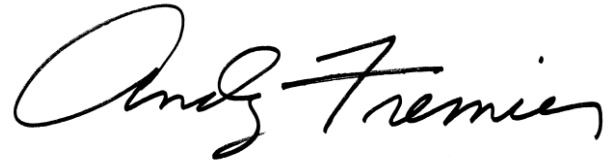
None identified.

Recommendations:

Staff recommends that the Committee refer the Metropolitan Transportation Commission (MTC) Resolution No. 4637, Revised – Fiscal Year (FY) 2024-25 Overall Work Program (OWP) Amendment No. 3 to the Commission for approval.

Attachments:

- MTC Resolution No. 4637, Revised
 - Attachment A – FY 2024-25 Overall Work Program (OWP) Amendment No. 3
 - Attachment B – Federal Certifications and Assurances
 - Attachment C – Amendments and Supplements to FY 2024-25 OWP

A handwritten signature in black ink, reading "Andrew B. Fremier". The signature is written in a cursive, flowing style.

Andrew B. Fremier