



PLACER COUNTY
TRANSPORTATION
PLANNING AGENCY

MEMORANDUM

TO: PCTPA Board of Directors **DATE:** March 11, 2014

FROM: Celia McAdam, Executive Director

SUBJECT: FY 2013/14 OVERALL WORK PROGRAM (OWP) AND BUDGET – AMENDMENT #3

ACTION REQUESTED

Adopt the attached FY 2013/14 Overall Work Program (OWP) and Budget – Amendment #3 and authorize the Executive Director to submit it to Caltrans.

BACKGROUND

The OWP provides a description of the activities to be undertaken by the Agency during a fiscal year, along with detailed budget information. Aside from being prudent administrative practice, the adoption of an OWP and Budget each year is also a state requirement for all Regional Transportation Planning Agencies (RTPAs). It is expected that, as each fiscal year progresses, situations and priorities will change, and work activities and budgets must be updated correspondingly.

DISCUSSION

The OWP delineates the latest information on the efforts the Board has directed staff to undertake in FY 2013/14. The accompanying budget covers those activities as specified, and the fact that it balances reflects the Agency's healthy financial status.

Some of the key changes reflected in this work program and budget include:

- Realignment of staff resulting from the retirement of Board Secretary Sue Sholtis, promotion of Solvi Sabol, and rehiring of Scott Aaron as Associate Planner;
- Redistribution of Rural Planning Assistance funds based on actual expenditures.
- Update of hours and expenditures for the Airport Land Use Comprehensive Plan (Work Element 28) to reflect actual costs;
- Adjustment of a portion of legal advisory costs from indirect to direct costs for specified work elements;
- Addition of funding for the cost, scope, and schedule for I-80/Canyon Way improvements for the STAA route status; and
- Inclusion of a pass through of Caltrans Public Transportation Account to California Association of Councils of Government (CALCOG) for an educational seminar at the Regional Issues Forum. PCTPA was asked to pass through these funds, as CALCOG is not a designated recipient.

Other minor amendments to the OWP and Budget include adjustment of dates in various work items based on actual experience.

CM:
Attachment