



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 8
Consent Calendar
MCOG Meeting
8/12/2024

STAFF REPORT

TITLE: First Amendment to FY 2024/25 Overall Work Program

DATE PREPARED: 8/9/24

SUBMITTED BY: Alexis Pedrotti, Project Manager

MEETING DATE: 8/12/24

BACKGROUND:

The Final FY 2024/25 Overall Work Program (*totaling \$970,166*) was adopted by MCOG on May 5, 2024. Now that the FY 2023/24 books have closed, we need to carry over and reprogram some unexpended planning funds, some of which expire 6/30/25. Included in this amendment are Rural Planning Assistance (RPA) Funds, Planning, Programming and Monitoring (PPM) Funds, Local Transportation Funds (LTF) and State Planning Grant Funding. Unexpended RPA funds have been included in this proposed amendment but will not become official until RPA fund balances are certified by Caltrans.

Also included in this Amendment is the recently awarded Sustainable Transportation Planning Grant to complete the Mendocino County Sea Level Rise Roadway Impact Study through the Climate Adaptation Planning Grant Program. As part of Caltrans' conditional award requirements to receive these grant funds, MCOG is required to amend them into the Overall Work Program.

The First Amendment details are as follows:

W.E.2 (MCOG) Planning Management & General Coordination (Non-RPA) – MCOG Staff had a remaining balance of \$50,618 of LTF funding at the close of FY 2023/24. These funds have been carried over and added to this work element, along with \$7,669 of LTF for direct costs that weren't fully expended in FY 2023/24.

W.E.3 (MCOG) MTA Feasibility Study for Ukiah Transit Center – This project has been completed. The project came in under budget leaving \$26,824 of Local Transportation Funds that have been re-allocated to the Project Reserve element for later use.

W.E.4 (MCOG) Sustainable Transportation Planning – There was a total of \$15,000 remaining in this work element from past years that was programmed to support Direct Expenses. \$10,000 of LTF Direct Expense funding is being carried over to cover the VMT Hosting Fee from previous fiscal years, the additional \$5,000 is no longer needed and has been reallocated to the Project Reserve. Furthermore, MCOG Staff had a remaining balance of \$4,179 of LTF that have also been carried over into FY 2024/25.

W.E.5 (MCOG) Mendocino Co. Sea Level Rise Roadway Impact Study (NEW) – MCOG was successful in receiving this Sustainable Transportation Planning -Climate Adaptation Planning Grant award at the end of June 2024. MCOG received \$354,120 of grant funding. This multi-year project is expected to begin in November 2024. This grant program requires a local match totaling \$45,880 of Local Transportation Funds that has been reallocated from the Project Reserve element.

W.E. 7 (MCOG) Planning, Programming & Monitoring – A total of \$74,155 in carryover funding (\$58,038 – PPM; \$16,116 - LTF) has been carried over and added to this work element, increasing the total to \$139,988. (An estimated amount of \$39,667 PPM was already included in the Final)

W.E. 8 (MCOG) Regional Leadership Training – A total of \$23,183 in RPA Grant funding has been carried over and added to this work element for processing of the two remaining RCTF Scholarship recipients' direct expense invoices for their California Academy for Regional Leadership (CARL) training they participated in FY 2023/24.

W.E. 10 (MCOG) Update/Expand Local Road Safety/Action Plans in Mendocino Co. – A total of \$50,085 in RPA Grant funding has been carried over and added to this work element to finalize and complete this project. The project is expected to be fully expended by the end of the first quarter.

W.E. 12 (Ukiah) Truck Route Study – A total of \$45,000 in PPM carryover funding has been carried over and added to this work element for the City of Ukiah to begin working on this project. No new funding was added to this element, only carryover funds will be identified.

W.E. 14 (MCOG) Training – A total of \$26,866 in LTF carryover funding has been carried over and added to this work element to be utilized in the upcoming FY 2024/25.

W.E. 15 (Point Arena) Downtown Parking Master Plan – A total of \$48,375 in PPM funding has been carried over and added to this work element for the City of Point Arena to begin working on this project. No new funding was added to this element, only carryover funds are identified.

W.E.20 (MCOG) Grant Development & Assistance – MCOG Staff had a remaining balance of \$1,807 of LTF funding at the close of FY 2023/24. These funds have been carried over and added to this work element.

W.E. Project Reserve – Funds were moved out of this element for the grant match in WE 5, identified previously. A total of \$24,687 in PPM funding was also added to the reserve element in this amendment to help fund future needs or upcoming priority projects.

This proposed amendment would increase the FY 2024/25 Overall Work Program total from \$970,166 to \$1,583,251, an increase of \$613,085. Details are shown in **bold** and ~~strike-out~~ on the attached Amended Overall Work Program. *Hard copies of the full amendment will be available upon request.*

ACTION REQUIRED: Consider approval of First Amendment to FY 2024/25 Overall Work Program.

ALTERNATIVES: (1) Approve Amendment (*Recommended*); (2) Do not approve Amendment; or (3) Refer Amendment to TAC for review and recommendation.

RECOMMENDATION: Accept staff's recommendation to approve the First Amendment to FY 2024/25 Overall Work Program (OWP) and authorize Executive Director to sign appropriate certifications and revised OWP Agreement (as needed), and forward to Caltrans as required.

/ajp

Attachments: FY 2024/25 Overall Work Program