

## SBCAG STAFF REPORT

**SUBJECT:** FY 2020/21 Overall Work Program

**MEETING DATE:** November 19, 2020

**AGENDA ITEM:** 40

**STAFF CONTACT:** Marjie Kirn

**RECOMMENDATION:**

Provide input on work tasks for SBCAG's new Overall Work Program for FY 2020/21.

**DISCUSSION:**

Each year, in accordance with federal and State regulations, SBCAG adopts an Overall Work Program describing the comprehensive planning activities proposed to be undertaken during the next fiscal year by SBCAG or by other agencies within the region (e.g., local governments and transit operators) helping SBCAG fulfill its mission. The document provides detailed information on each major activity, including a description of the work to be performed, the major products of the effort, key milestones and funding information.

The OWP serves three important objectives. First, it serves as a reference to be used by citizens, planners and elected officials throughout the year to better understand SBCAG's goals and how these goals will be met through SBCAG's planned activities. Second, the OWP is used as a management tool to ensure that the planned activities are accomplished both on time and within budget. Third, the OWP serves as documentation to support the various federal and State grants that finance SBCAG's planning program.

Accordingly, we are seeking input from SBCAG Board members on issues that should be addressed on a regional basis during the next fiscal year. We are also asking that local governments and transit operators make us aware of any significant transportation planning activities which they may be contemplating, so that these activities can be incorporated into the OWP prior to its adoption by the SBCAG Board. Transit operators are advised that this is a federal requirement.

Schedule

SBCAG has begun the process of developing the FY 2021/22 OWP and is seeking input from the advisory committees and the Board this month. SBCAG intends to have the draft OWP ready in time for advisory committee members to review in March 2021. The draft OWP must be reviewed by our State and federal funding partners in the spring of 2021, so SBCAG cannot delay in the development of the new OWP. Final approval of the OWP by the SBCAG Board is anticipated in April 2021.

### Existing Commitments

SBCAG activities that will consume significant financial and staff resources next fiscal year include development and delivery of specific high priority projects related to the US 101 HOV project, work on the next Regional Transportation Plan, Unmet Transit Needs, and the completion of numerous ongoing projects.

### Recommendation

This is an information item. This is the Board's opportunity to provide input on work tasks for SBCAG's new Overall Work Program for FY 2021/22. Transit agencies are obligated to notify SBCAG of major transit planning initiatives for the next year, so they can be recognized in the OWP.