



HUMBOLDT COUNTY ASSOCIATION OF GOVERNMENTS
Regional Transportation Planning Agency
Humboldt County Local Transportation Authority
Service Authority for Freeway Emergencies
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AGENDA ITEM 5b
HCAOG Board Meeting
April 18, 2024

DATE: April 9, 2024
TO: HCAOG Policy Advisory Committee (PAC)
FROM: Beth Burks, Executive Director
SUBJECT: **FY 2023-24 Overall Work Program (OWP) & Budget Amendment #2**

STAFF REPORT

Contents:

- Staff's Recommended Action
- Staff Summary
- Draft FY 2023-24 OWP & Budget Amendment #2
- Resolution 24-04

Staff's Recommended Action:

Motion to be approved by consent:

“The PAC recommends the HCAOG Board adopt Resolution 24-04 approving the FY 2022-23 OWP & Budget Amendment #2.”

Staff Summary:

Annually, Regional Transportation Planning Agencies are required to develop and submit an Overall Work Program (OWP). HCAOG's OWP & Budget outline regional transportation planning activities to be accomplished between July 1 and June 30 of the state fiscal year with a focus on its transportation goals and objectives. The OWP is intended to provide a comprehensive overview of transportation planning and regionally significant activities. After adoption amendments are processed to account for changes in revenues, direct costs, division of staff hours between work elements, or added work elements.

At this time staff has prepared Fiscal Year 2023-24 OWP Amendment #2. All changes are included as redlined changes in the attached draft. Highlights include:

- Reduce revenue sources from REAP 2.0 (WE 21) and the Sustainable Transportation Planning Grant (WE 20). In both cases we did not have notice to proceed when originally projected and we have spent less staff hours than expected. We are not actively working on the Vibrant Neighborhoods grant and are still waiting for a notice to proceed on the REAP 2.0 grant.

- Similarly, largely due to changes in grant timing we moved staff hours between work elements.
- Made changes to direct costs based on anticipated needs through the end of the Fiscal Year. Many direct costs were reduced. Other direct cost changes include:
 - Direct cost and revenue for TIRCP/HTA (WE 17) were increased to cover marketing consulting costs which will pass through HCAOG.
 - The Local Match Contingency was moved from its own line in the budget to WE 5 direct costs.

The total HCAOG budget is being revised from \$2,109,111 to **\$2,127,257**, an increase of \$18,146.