

California Department of Transportation

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April 13, 2021

2021-22 Draft
Overall Work Program

Ms. Beth Burks
Executive Director
Humboldt County Association of Governments
611 I Street, Suite B
Eureka, CA 95501

Dear Ms. Burks:

Thank you for the opportunity to comment on the Humboldt County Association of Governments (HCAOG) draft 2021-22 Overall Work Program (OWP). Caltrans uses this letter as an opportunity to provide recommendations for approval of work elements that contain Rural Planning Assistance (RPA) and Consolidated Planning Grant (CPG) funds. Funding for work elements in the OWP that do not contain these funds are not subject to Caltrans approval. We have the following comments for consideration prior to the adoption of the final work program:

General Comments

- The Introduction/Prospectus section of the OWP should include the following:
 - Identify the steps included in HCAOG's decision making process. Please consider updating the Introduction/Prospectus to include this information.
 - Include a discussion of Government-to-Government consultation with Native American Tribal Governments and identify the Tribal Governments and Federal Land Management Agencies in the region. Please consider updating the Introduction/Prospectus to include this information.
 - Identify the RTPA boundary, significant regional characteristics, geography, demographics, transportation needs, priorities, goals, and issues facing the region. While this information is briefly touched on, please consider expanding upon the information included the Introduction/Prospectus to provide a more robust regional perspective.
- On page 7, Public Participation Process, the first sentence of the second paragraph reads as follows: HCAOG is currently updated the Public Participation Plan (PPP). Please verify status of the PPP and revise this sentence accordingly.
- As stated in previous HCAOG draft OWP comment letters, where possible, HCAOG should revise the schedule for each Work Element (WE) to include specific details

regarding completion dates for task work. The current estimated schedules lack the amount of detail needed to be useful in monitoring activities and products throughout the year.

- Each WE has a section titled Previous and Ongoing Future Years' Work. This section should be split into individual sections to distinguish between the previously completed work and work that will continue through multiple FYs. Each section should then be populated accordingly for each WE.
- As a reminder, Caltrans will be collecting all the Task Products listed in the OWP as deliverables that are funded with RPA, Sustainable Communities Competitive Grants and RPA Discretionary grants.

Specific Comments

Work Element 2 – Regional Planning & Intergovernmental Coordination:

- Tribal government coordination is represented in the Previous and Ongoing Future Years' Work section, but is lacking in the Purpose Statement, Task Products, and Task listing sections. ORP strongly suggests that the local tribal governments are included in HCAOG's coordination efforts for the current FY and the WE is updated accordingly.
- The Regional Transportation Plan (RTP) has its own standalone WE. As such, the RTP activity must be removed from item 5 in the Task Products list.

Work Element 4 – Planning and Programming State Funds:

- Item 8 in the Tasks Products list is listed as RTP applications. This must be revised to ATP applications.
- PPM is listed as a funding source for task 1, however there are no PPM funds listed for this WE. Please revise accordingly.

Work Element 8 – Public Outreach:

- Directly above the WE funding table there is a sentence that indicates that local funds are included in this WE to cover additional costs that may occur for travel. RPA is the only fund source included in this WE. Please remove this sentence from the WE or add some LTF funds for this item.

Work Element 14 – Global Climate Change – Sea Level Rise:

- LTF is listed as a fund source for Task 3, but RPA is the only fund source listed for this WE. Please remove LTF as a fund source.
- Staff reports should be listed in the Task Product section to correspond with Task 5.

Budget Revenue Summary Spreadsheet:

- The Funding Source by WE Table on page 13 as well as the individual WE itself, list the Global Climate Change – Sea Level Rise WE as WE 14. The Budget Revenue Summary lists it as WE 13. Please update the Budget

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Revenue Summary to reflect WE 14 to ensure consistency throughout the OWP.

HCAOG Response:

- We ask that HCAOG please utilize the Caltrans comment letter, responding to the recommendations and demonstrating that they acknowledge the feedback and are incorporating them into the Final OWP.

Please note that the Final OWP is due June 1st. Please ensure the following items are included in the final OWP:

- Board Resolution
- Signed Certifications and Assurances
- Appendices

We look forward to working with HCAOG on the work identified in this work program over the course of the 2021-22 fiscal year. If you have any questions about the comments outlined in this letter or would like to discuss in more detail, please contact me at (707) 684-6879 or <jesse.robertson@dot.ca.gov>.

Sincerely,

Jesse Robertson

JESSE ROBERTSON
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