



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 7a
Board Meeting
December 18, 2025

DATE: December 12, 2025
TO: HCAOG Policy Advisory Committee (PAC)
FROM: Brendan Byrd, Executive Director
SUBJECT: **FY 2025-26 Overall Work Program (OWP) & Budget Amendment #2**

STAFF REPORT

Contents:

- Staff's Recommended Action
- Staff Summary
- Budget Summary Review and Spreadsheet
- Draft FY 2025-26 OWP & Budget Amendment #2
- Resolution 25-24

Staff's Recommended Action:

1. Introduce the item as an action item;
2. Allow staff to present the item;
3. Receive public comment;
4. Discuss item and consider making the motion: "I move that the Board adopt Resolution 25-24 approving the FY 2025-26 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 outlines 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.

The California Department of Transportation (Caltrans) requests formal adopted amendments to the OWP if funding, schedules, work products, or other items change. Although there are several reasons why HCAOG typically is required to complete a mid-cycle budget amendment, the particular reasons for Amendment #2 are listed below:

1. Add carryover (unused funds) from the fiscal year 2024/25 budget;
2. Add a work task and budget to complete the FY 2025/26 activity for the Pavement Management Plan update;
3. Augment budgets for current key work elements that are projected to be underfunded, including:
 - a. Work Element 2: Regional Planning and Intergovernmental Coordination
 - b. Work Element 11: Regional Transportation Plan Implementation (**2026 RTP Update**)
 - c. Work Element 14: Global Climate Change and Sea Level Rise (**Regional Climate Action Plan Coordination**)
 - d. Work Element 15: Vibrant Neighborhoods and Land Use/Transportation Connection (**RHNA Cycle 7**)
4. Reduce existing budgets for work elements to allow for augmentations noted above, including:
 - a. Work Element 3: OWP Development
 - b. Work Element 7: Research, Collaboration and Transit Planning Grant Development
 - c. Work Element 8: Public Outreach
 - d. Work Element 16: RTP Equity and Relationship Building

In the work elements proposed for augmentation above, the primary work product in that element that is driving the need for a budget amendment is shown in bold. Staff will note that for each of the work elements proposed to receive a reduced budget, current annual expenses to date are well below the existing budgeted amount. Therefore, staff still believe HCAOG will be working in these areas throughout the remainder of the fiscal year, just to a lesser extent.

The TAC reviewed the proposed amendment and recommended that the Board adopt the proposed amendment. If approved by the Board, staff will finalize the amendment and send it to Caltrans for adoption. This amendment must be submitted to Caltrans by December 30th.