



HUMBOLDT COUNTY ASSOCIATION OF GOVERNMENTS
Regional Transportation Planning Agency
Humboldt County Local Transportation Authority
Service Authority for Freeway Emergencies
611 I Street, Suite B
Eureka, CA 95501
(707) 444-8208
www.hcaog.net

AGENDA ITEM 6a
HCAOG Board Meeting
May 15, 2025

DATE: May 6, 2025
TO: HCAOG Policy Advisory Committee (PAC)
FROM: Brendan Byrd, Executive Director
SUBJECT: **FY 2025-26 Final Overall Work Program (OWP) & Budget**

STAFF REPORT

Contents:

- Staff's Recommended Action
- Staff Summary
- Caltrans Comment Letter
- HCAOG Comment Response Letter
- Comment Matrix with Staff response
- FY 2025-26 Final OWP and Budget
- Resolution 25-12

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 PAC recommend that the HCAOG Board adopt the final Overall Work Program & Budget for Fiscal Year 2025-26."

Staff Summary:

The Overall Work Program (OWP) is a one-year scope of work and budget for Regional Transportation Planning Agency activities and funding sources to be accomplished between July 1 and June 30 of the state fiscal year. It is a statement of proposed work and estimated costs that tie specific available transportation planning funding sources to specific transportation planning activities. Other regional planning activities outside of HCAOG are identified in the *Information Element* of the OWP. By June 16, 2025, HCAOG must submit a final draft of the proposed OWP for the following Fiscal Year.

Following review and feedback on the draft OWP & Budget by the Technical Advisory Committee (TAC) and HCAOG Board during the February meetings, the document was submitted to Caltrans. Staff reviewed Caltrans comments and included revisions where appropriate. To easily identify these updates, all revisions made in response to Caltrans comments and recommendations are highlighted in color throughout the final draft OWP document (attached). Additionally, Caltrans comment letter, and staff's responses, are included as attachments to this staff report.

This final OWP & Budget is largely consistent with the draft reviewed by the Board in February. This includes budget allocated for several potential staffing adjustments, including the potential for the inclusion of a Climate Program Manager position within HCAOG. Staff will note that no additional conversations have occurred since the February Board meeting presentation regarding this position, however staff anticipates working with HCAOG member agencies in the coming months to determine a recommended path forward to bring to the TAC and Board for consideration. This draft of the OWP & Budget does include a net increase of \$145,000 in the overall budget total. This includes the addition of \$100,000 in State Transit Assistance funds allocated to work element 10 (Transportation Development Act) to facilitate the completion of the Triennial Performance Audits. Staff have also carried over \$45,000 in PPM funds from FY 24-25, which has been added to work element 22 (Safe Streets and Roads for All). Lastly, please note that the total cost for each work element has been updated to reflect the inclusion of the new Executive Director in the budget.

This draft OWP & Budget was taken to the TAC on May 1st, 2025, wherein the TAC made a motion to forward an approval recommendation to the Board. With approval from the Board staff will proceed to submit the final OWP & Budget to Caltrans by the deadline noted above.