



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 5a
TAC Meeting
February 5, 2026

DATE: January 27, 2026
TO: Technical Advisory Committee (TAC)
FROM: Brendan Byrd, Executive Director
SUBJECT: **DRAFT FY 2026-27 Overall Work Program (OWP) & Budget**

STAFF REPORT

Contents:

- Staff's Recommended Action
- Staff Summary
- FY 2026-27 DRAFT Budget Review Summary
- FY 2026-27 DRAFT OWP & Budget

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:

“The TAC recommends that the HCAOG Board approve the Draft FY 2026-27 OWP & Budget and direct staff to forward to Caltrans for their review and comments.”

Staff Summary:

Annually, each Regional Transportation Planning Agency in the state is required to develop and submit an Overall Work Program (OWP). The 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 should include regionally significant activities.

The OWP is the primary management tool for HCAOG and contains a description of the activities to be undertaken in the coming fiscal year along with detailed budget information. A draft OWP is due to Caltrans by March 1 for review and comment before it is formally approved by the Board.

In addition to our annual responsibilities, HCAOG's efforts in FY 2026-27 will largely focus on grant implementation. We were successful in securing several grants in previous fiscal years that will continue into FY 2026-27. These grants include Work Elements (WE) 17-24 which encompass projects such as SB125, Zero Emissions Fleet Transition Plan, REAP 2.0, the Regional Vision Zero Action Plan, Siting Analysis for North State Hydrogen Fueling Station Network, STPG Partnering Assets and Authorities for Comprehensive Transit (PAACT) and the Loleta Safe Routes to School Connectivity Study.

There are also a number of staffing updates being proposed in this coming year's budget, as compared to the budget reviewed by the TAC and adopted by the Board in 2025. Most notably, the Climate Program Manager position, which is envisioned to be the regional staff position supporting the Regional Climate Action Plan, has been removed as a budgeted item using HCAOG funds. While this position may still come to HCAOG, if it does it would be funded through a regional cost-share MOU funded by local agencies. Staff are also proposing to carry forward the reclassification of the Administrative Services Officer to the Fiscal Administrative Officer, which was a budgeted change in 2025/26 but has not yet been implemented. Lastly, staff are proposing to reclassify the Associate Planner Position to a Senior Planner. In total the staffing changes for the four current HCAOG positions is expected to increase in fiscal year 2026/27 by approximately \$27,000, not accounting for the removal of HCAOG funds that were proposed to be used for the Climate Program Manager Position. If that position is included, the fiscal year 2026/27 staffing budget represents an approximate \$173,000 reduction in budgeted staff positions as compared to the previous year.

Staff's goal in the draft 2026/27 budget was to present a balanced budget requiring the use of no HCAOG reserve funds, while also not increasing the required budgeting from the Local Transportation Fund (LTf). To balance the increase in staffing costs noted above, the draft budget proposes a number of small reductions to overhead and administrative costs, traditionally funded by the LTF. As shown in the Draft Budget Review Summary sheet (attached), the draft fiscal year 2026/27 budget achieves these goals, and keeps the LTF fund use at the same level as the previous fiscal year (\$500,000).

The Draft FY 2026-27 OWP has been prepared in compliance with Caltrans' most recent handbook for Regional Transportation Planning as necessary in order to receive federal and state transportation planning funds and has a total budget of **\$2,614,073.66**. This is a decrease from last Fiscal Year when the total budget was \$4,802,626.72, which is due to the completion of several grants.

Finally, the Information Element has not been updated since the last OWP. This will be updated with input from Caltrans before finalizing the OWP.

Staff seeks discussion and suggestions from the TAC about the proposed budget, or any requested changes that the TAC may recommend. Staff are asking that the TAC make a recommendation that the Board approve the draft 2026-27 OWP and Budget at their February meeting, so that the draft budget can be sent to Caltrans by the March 1st deadline.