



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
February 16, 2023

DATE: January 9, 2023
TO: HCAOG Board of Directors
FROM: Beth Burks, Executive Director
SUBJECT: **Fiscal Year 2024-25 Draft Overall Work Program & Budget**

STAFF REPORT

Contents:

- Staff's Recommended Action
- Staff Summary
- Draft FY 2024-25 Overall Work Program & 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 PAC recommends that the HCAOG Board approve the Draft FY 2024-25 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 work in FY 24-25 will largely focus on grant implementation. HCAOG was successful in securing several grants in 2023 which are starting in FY 23-24 and will be continued throughout FY 24-25. The grants include Work Element (WE) 20 Humboldt Multimodal and Vibrant Neighborhoods Planning, WE 21 REAP 2.0, and WE 22 Safe Streets and Roads for All – Regional Vision Zero Action Plan.

Some notable points that staff would like to highlight include:

- The only new work element this FY is WE 22-Safe Streets and Roads For All – Regional Vision Zero Action Plan.
- A task has been added to WE 13: Active Transportation and Safety to include HCAOG's partnership on the City of Arcata's FY 2023-24 Caltrans Planning Grant: South Arcata Multimodal Improvement Project.
- A task has been added to WE 10: Transportation Development Act fund management for a Dial A Ride System Analysis. This study is a recommendation from the Transit Development Plan and will be funded with State Transit Assistance Funds.
- The proposed budget includes \$35,000 for grant matches or preparation of Project Study Reports. \$30,000 of this is anticipated carryover and \$5,000 are new funds. Technical Advisory Committee members may request these funds at any time, and they will be available based on TAC recommendation and Board approval.
- The required match on awarded grants was front loaded. This means that most of our match requirements (cash or staff time) will come in FY 24-25, with limited or no match liabilities in future fiscal years on the current grants.
- Budgeted \$10,000 to contribute to a regional speaker series to bring nationally recognized experts to our community. This is included in the direct costs for WE 8 Public Outreach.
- Requesting \$464,300 in Local Transportation Funds. Last FY \$500,000 was requested.
- The Information Element has not been updated since the last OWP. This will be updated with input from Caltrans prior to finalizing the OWP.

The Draft FY 2024-25 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 **\$3,953,906** This is an increase from last Fiscal Year when the total budget was \$1,997,400. The significant increase is largely due to pass-through funds for awarded grants which show up as direct expenses. The most significant of these is the REAP 2.0 grant that has \$1.7 Million in direct costs that will be passed through to the We Are Up organization and Humboldt Transit Authority.

The TAC reviewed and recommended approval of this Draft FY 24-25 OWP and Budget at the February TAC meeting. Staff recommends approval of the Draft FY 24-25 OWP and Budget for submittal to Caltrans. After Caltrans review, staff will make requested changes and the OWP and Budget will come before the Board for final approval.