



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 6a
TAC Meeting
February 1, 2024

DATE: January 26, 2024
TO: Technical Advisory Committee (TAC)
FROM: Beth Burks, Executive Director
SUBJECT: **Draft Fiscal Year 2024-25 Overall Work Program & Budget**

STAFF REPORT

Contents:

- Staff's Recommended Action
- Staff Summary
- Budget 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 TAC recommends the HCAOG Board approve the Draft FY 2024-25 Overall Work Program and Budget.”

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 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: Multi-Modal Accessibility and Safety Improvements Project: Planning Phase.
- A task has been added to WE 10: Transportation Development Act fund management for a Dial A Ride System Analysis. This will be funded with State Transit Assistance Funds.
- The draft retains \$35,100 for grant matches or preparation of Project Study Reports. TAC 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 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 \$406,800 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.

Staff seeks discussion and suggestions from the TAC about any requested changes to the OWP and Budget, and ultimately a recommendation of approval to the HCAOG Board. Staff will include any TAC recommended changes for Board consideration at the February meeting.