



**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 7a**  
**HCAOG Board Meeting**  
**April 20, 2023**

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**DATE:** April 5, 2023  
**TO:** HCAOG Policy Advisory Committee (PAC)  
**FROM:** Beth Burks, Executive Director  
**SUBJECT:** **FY 2023-24 Overall Work Program (OWP) & Budget**

### **STAFF REPORT**

#### **Contents:**

- Staff's Recommended Action
- Staff Summary
- Caltrans Comment Letter
- HCAOG Response Letter to Caltrans
- Resolution 23-15
- FY 2023-24 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 PAC recommends that the HCAOG Board adopt Resolution 23-15 approving the Overall Work Program & Budget for Fiscal Year 2023-24."

#### **Staff Summary:**

The 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.

The TAC and HCAOG Board reviewed and commented on the draft OWP & Budget during the February cycle of meetings. The OWP was then submitted to Caltrans for their review and comments (Caltrans letter enclosed). Staff reviewed comments received by Caltrans' and made

changes as appropriate. There were no major revisions to the work elements or subtasks based on Caltrans comments. The most significant were changes throughout the work element task and schedule tables to be more specific about timing of ongoing tasks.

One change staff made independent of Caltrans comments was to remove Task 6: level of traffic stress analysis from Work Element 13: Active Transportation and Safety. We have applied for a Sustainable Communities Planning Grant to do this work. If we are funded, we will create a separate Work Element to fulfil the tasks outlined in the grant application. In the event we are not funded we will continue seeking funding from other sources to accomplish this important work.

The HCAOG Board is being asked to consider adopting Resolution 23-15 with the Salary Range Schedule (Exhibit A) approving the Final FY 2023-24 OWP & Budget. There have been no changes to the overall budget that the Board reviewed and approved in February of this year.

All amendments and/or changes are marked in color throughout the OWP and noted in the response letter to Caltrans.