STAFF REPORT

MEETING DATE:	**February 23, 2016**
SUBJECT:	**Review Draft Fiscal Year 2016/17 Overall Work Program and Direct Staff**
AGENDA ITEM:	**16**
STAFF CONTACT:	**Sean Tiedgen, AICP, Senior Transportation Planner**

SUMMARY:

The Overall Work Program (OWP) is the agency's annual work plan and budget. Draft work elements for the Fiscal Year (FY) 2016/17 OWP are provided for board of directors' review and guidance. In addition, six planning projects were submitted by regional partners for consideration. A final draft FY 2016/17 OWP will be prepared for board of directors' consideration at the April meeting.

STAFF RECOMMENDATION:

It is recommended that the board of directors:

1. Provide guidance on the draft FY 2016/17 OWP work elements (Attachment B); and
2. Select the regional partner project concepts recommended by staff (Table 2) for further development and inclusion in the final draft FY 2016/17 OWP, to be presented in April for adoption.

DISCUSSION:

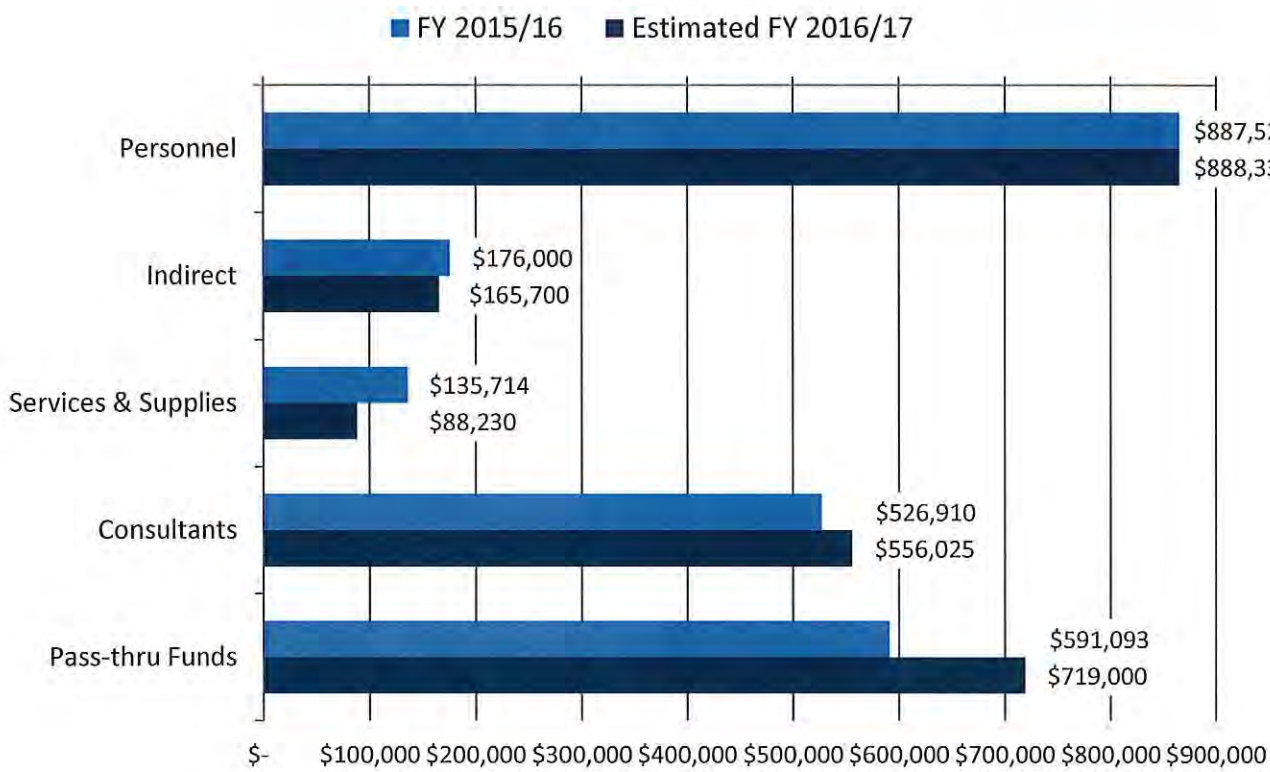
Background – The OWP is the agency's annual program of planning activities and corresponding budget. The content of the draft FY 2016/17 OWP reflects the following priorities:

1. Core activities – Agency administration and essential planning and programming functions, including the Regional Transportation Plan (RTP), public transportation funding, short-term transportation improvement programs (TIPs), and the OWP.
2. Regional planning priorities – As approved by the board of directors in December 2015 (Attachment D).
3. State and federal priorities – Includes 'Federal Planning Factors' established by the federal transportation bill and 'California Planning Emphasis Areas' furnished by the Federal Highway Administration and the Federal Transit Administration (Attachment E).

FY 2016/17 OWP Work Elements – The OWP is divided into work elements. Each work element includes a budget, narrative overview, and detailed scope of work. Draft FY 2016/17 OWP worksheets for all work elements (Attachment B) are provided for review and comment by the board of directors, partner agencies, and the public. The draft FY 2016/17 OWP is largely a carryover work program with updates to reflect the current status of agency plans and programs, new grants, and guidance from SRTA's federal and state funding partners. Comments received by March 31, 2016, will be incorporated and a final draft FY 2016/17 OWP will be presented to the board of directors in April to consider for adoption.

The estimated draft FY 2016/17 OWP budget is $2.417 million, which includes SRTA costs (personnel, indirect, services and supplies, and consultants) and pass-through funds to local agencies (transit administration and Safe Routes to Schools), but does not include planning project proposals submitted by partner agencies. This budget is approximately $100,000 greater than the FY 2015/16 budget. This is largely attributable to additional Safe Routes to School grant funds awarded to SRTA and passed through to the county of Shasta. Table 1 compares the board of directors approved FY 2015/16 budget versus the estimated FY 2016/17 budget with existing staffing.

Table 1: SRTA Budget Comparison
(Estimated $2.417 million)



Personnel costs increased primarily due to changes in medical benefits, while one planner's hours were reduced (by request) from three-quarters to half-time. Staff is analyzing increased work load (i.e. increased RTP frequency, transit coordination role, more grants vs formula funds, building ownership, new audit requirements, etc.) and may request budget authority in the final 2016/17 OWP for a new planning position later in the fiscal year.

Local Agency Project Concepts – In December, 2015, under direction of the board of directors, a call for planning projects was extended to regional partners for possible inclusion in the FY 2016/17 OWP. Concept proposals were received from Shasta Senior Nutrition Program (SSNP), the city of Redding, and the city of Shasta Lake. Table 2 below provides a summary of concept proposals. Complete submittals and evaluation sheets are provided in Attachment C. The projects in the summary table are listed in priority order based on consistency with SRTA's criteria stated in the call for projects: 1) local match; 2) meets FY 2016/17 regional planning priorities; 3) implements 2015 RTP/SCS goals; and, 4) located in or connected to Strategic Growth Areas.

Table 2: Summary of Local Agency Project Concepts

#	Nominating Jurisdiction	Project Title	Major Deliverable(s)	Funding Requested	Estimated Cost
1	Shasta Senior Nutrition Program	Capital Improvements and Transit System Modernization	Develop plan for implementing technologies to improve and enhance on-demand service, add electric vehicle charging station(s), and conversion of transit fleet from gas to hybrid and/or electric.	$34,000 - $59,500	$40,000 - $70,000
2	City of Shasta Lake	Micro-transit Analysis and Recommendations	Feasibility study and recommendations for implementing micro-transit service (flexible, on-demand, transit service to key regional destinations and tailored to user needs) to meet transit needs of city of Shasta Lake citizens.	$37,500	$50,000
3	City of Shasta Lake	Cascade Boulevard Sustainable Development Assessment	Corridor improvement plan, including complete streets concepts; identification of funding sources; GIS mapping and roadway section designs.	$85,000	$100,000
4	City of Redding	Victor Avenue Corridor Phasing Plan	Corridor report and phasing plan that identifies short and long-term needs including right-of-way, constraints, roadway section designs, and cost estimates.	$70,000	$85,000
5	City of Redding	Churn Creek North Extension Project Study Report	Project study report identifying environmental constraints, right-of-way needs, roadway designs and costs estimates for future capital funding.	$50,000	$70,000
6	City of Redding	Hilltop Drive Corridor Signal Optimization Study	Project study report; signal timing plan; and optimized signal timing from Mistletoe Lane to Presidio.	$40,000	$50,000
			Maximum Total:	**$342,000**	**$425,000**

Staff recommends the first four projects listed on Table 2 be selected by the board of directors for further consideration at the April meeting. Staff will work with selected applicants to develop final scopes of work, deliverables and appropriate budgets. While recommended projects reflect $252,000 in additional funding, total cost to the agency may be reduced by further refining the scopes of work and evaluating potential grants which overlap in project scope. Staff will present detailed scopes of work and funding recommendations for board of directors' consideration at the April meeting.

ALTERNATIVES:

The board of directors may specify modifications to the draft OWP for further consideration at the April meeting. The board of directors may select any combination of the regional partner project concepts in Table 2 for further consideration at the April meeting, or decline considering any of the regional partner projects submitted. All partner projects would be funded with federal carryover funds. The more projects that are selected, the more the agency would need to lower reserves (see "Financing" section below).

OTHER AGENCY INVOLVEMENT:

Staff met with the Federal Highway Administration, the Federal Transit Administration, and Caltrans on November 24, 2015, to discuss federal, state, and regional planning priorities. A partner agency call for FY 2016/17 planning projects was distributed in December 2015. Draft FY 2016/17 OWP work elements were presented and discussed with the Technical Advisory Committee. The finance committee reviewed items related to the OWP on February 4, 2016, and had no comments.

FINANCING:

This item is for discussion only. The total draft FY 2016/17 budget of $2.417 million is approximately $100,000 greater than the FY 2015/16 budget. The draft budget assumes $130,000 in grant-funded work that has yet to be awarded. If the agency's grant applications are not selected for funding, projects may be partially funded with planning funds or deleted from the OWP and work efforts will be redirected accordingly. Staff-recommended partner agency projects (Table 2) total up to an additional $252,000, if approved. Funding would come from SRTA's federal carryover funds, of which $1.3 million is available. A final budget and fiscal analysis will be provided in April.

Daniel S. Little, AICP, Executive Director

Attachments: A: FY 2016/17 OWP Work Elements Summary Table
B: Draft FY 2016/17 Overall Work Program
C: Local Agency Planning Project Requests and Score Sheets
D: Regional Planning Priorities (adopted December 2015)
E: Federal Planning Factors and Emphasis Areas

ATTACHMENT A:

FY 2016/17 OWP WORK ELEMENTS SUMMARY TABLE

ATTACHMENT A:
FY 2016/17 OWP WORK ELEMENTS SUMMARY TABLE

WORK ELEMENT		SUMMARY
701.01	Regional Transportation Plan	Continue implementation of the 2015 RTP. Prepare for the 2018 RTP/SCS including updating SB 375 targets for year 2035.
701.03	Performance Measures	Carries over w/ minor updates.
701.06	Interagency Coordination & Policy Monitoring	Some activities moved to indirect per Caltrans audit findings.
701.09	Air Quality	Focus is on staff training of new EMFAC 2014 model.
701.11	Transportation Data Collection & Reporting	Adds a new regional travel data collection program to be procured and administered by SRTA, in coordination w/ local agency partners. Meets required federal performance-based funding approach.
702.01	Transportation Improvement Programs	Carries over w/ minor updates to reflect current planning cycles.
702.02	Overall Work Program	Carries over w/ minor updates.
703.01	Active Transportation Planning	Carries over w/ minor updates.
703.03 **(NEW)**	A New Generation of Non-motorized Infrastructure and Amenities for SGAs (grant)	New grant-funded (anticipated) project focusing on creating advanced non-motorized corridors that support sustainable growth in Strategic Growth Areas (SGAs).
703.04 **(NEW)**	GoShasta Active Transportation Plan (grant)	New grant-funded project to develop a coordinated regional active transportation plan.
704.01	Public Information & Participation	Carries over w/ minor updates.
705.01	ITS Planning & Development	Shasta County ITS Architecture plan to be updated in coordination w/ Caltrans Districts 1 and 2.
705.02	GIS Applications	Carries over w/ addition of aerial orthoimagery update.
705.05	Regional Modeling and Forecasting Tools	Carries over w/ addition of TBEST transit model for regional and local transit planning.
706.02	Public Transportation Planning & Coordination	Continues enhanced transit planning and coordination role for SRTA.
706.06	Low Carbon Transit Operations Program (LCTOP) (grant)	Carries over w/ minor updates.
701.01	Corridor Studies & Project Review	Carries over w/ minor updates.
707.02	Safe Routes to School (grant)	Continues ATP SR2S Cycle 1 grant-funded scope of work.
707.03	Alternative Fuels Vehicle Planning	Expanded to include all alternative fuels and adds a new study to identify key locations for charging infrastructure.
707.04	Goods & Freight Coordination and Planning	Carries over w/ addition of grant-funded food hub initiative and strategic regional freight corridors and area planning for 2018 RTP.
708.03	Transportation Development Act (TDA)	Carries over w/ minor updates.
708.04	Transit and CTSA Agency Administration	Carries over w/ minor updates. Includes RABA and Coordinated Transit Services Agency (CTSA) administration and oversight.
801.01	North State Super Region	Carries over w/ minor updates.

ATTACHMENT B:

DRAFT FY 2016/17 OVERALL WORK PROGRAM

SHASTA COUNTY REGIONAL TRANSPORTATION PLANNING AGENCY -

Summary of 2016/17 Overall Work Program Funding Requirements

Work Element	Description	FHWA PL	State Toll Credits	FHWA PL C/O	FTA 5303	FTA 5303 Carryover	FTA 5311(f)	LTF	TDA	PPM	Non-Motorized Grants	Other (NSSR, Shasta Coll)	Reimb. & Planning Grants	SRTS	Total By Fund Source Proof
		100%	11.47%	100%	100%	100%		100%	100%	100%	100%	100%	100%	100%	
701	**System Planning**		Excluded from Totals												
701.01	Regional Transportation Plan	235,034	26,958												235,034
701.03	Performance Measures	35,931	4,121												35,931
701.09	Air Quality		869	7,576											7,576
701.11	Transp Data Collection & Reporting	74,539	8,550												74,539
	Total Work Element 701	**345,504**	**40,498**	**7,576**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**353,080**
702	**Work Program and Administration**														
702.01	Transportation Improvement Programs	66,451	7,622												66,451
702.02	Overall Work Program	144,049	16,522												144,049
	Total Work Element 702	**210,501**	**24,144**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**210,501**
703	**Non-Motorized**														
703.01	Active Transportation Planning									48,034			0		48,034
703.03	Generation of Non-Motorized Infrastructure									41,010	146,959				187,969
703.04	GoShasta ATP		7,416	64,658							218,909				283,567
	Total Work Element 703	**0**	**7,416**	**64,658**	**0**	**0**	**0**	**0**	**0**	**89,044**	**365,868**	**0**	**0**	**0**	**519,570**
704	**Public and Agency Participation**														
704.01	Public Information & Participation		6,583	57,397				14,349							71,746
	Total Work Element 704	**0**	**6,583**	**57,397**	**0**	**0**	**0**	**14,349**	**0**	**0**	**0**	**0**	**0**	**0**	**71,746**
705	**Technology Applications**														
705.01	ITS Planning & Development									25,161					25,161
705.02	GIS Applications		7,769	67,733								2,000	22,575		92,308
705.05	Regional Modeling		6,227	54,287											54,287
	Total Work Element 705	**0**	**13,996**	**122,020**	**0**	**0**	**0**	**0**	**0**	**25,161**	**0**	**2,000**	**22,575**	**0**	**171,756**
706	**Public Transportation Planning**														
706.02	Public Transportation Plng & Coord		8,158		71,125	81,705				10,586					163,416
706.06	Public Transporattion Support		1,666	14,525											14,525
	Total Work Element 706	**0**	**9,824**	**14,525**	**71,125**	**81,705**	**0**	**0**	**0**	**10,586**	**0**	**0**	**0**	**0**	**177,941**
707	**Special Projects**														
707.01	Corridor Studies & Project Review		1,501	13,086											13,086
707.02	Safe Routes to School Grant													176,059	176,059
707.03	PEV Planning & Policy		3,674	32,029								2,000			34,029
707.04	Freight & Goods Movement Plng									76,196			80,004		156,201
	Total Work Element 707	**0**	**5,175**	**45,115**	**0**	**0**	**0**	**0**	**0**	**76,196**	**0**	**2,000**	**80,004**	**176,059**	**379,375**
708	**Manage Transportation Development Act**														
708.03	Transportation Development Act							70,929							70,929
708.04	Transit and CTSA Agency Administration							43,036	554,000						597,036
	Total Work Element 708	**0**	**0**	**0**	**0**	**0**	**0**	**113,965**	**554,000**	**0**	**0**	**0**	**0**	**0**	**667,965**
800	**Other**														
801.01	North State Super Region											2,912			2,912
	Total Work Element 800	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**2,912**	**0**	**0**	**2,912**
Total of Budget by Fund Source		**556,005**	**107,637**	**311,292**	**71,125**	**81,705**	**0**	**128,315**	**554,000**	**200,987**	**365,868**	**6,912**	**102,579**	**176,059**	**2,554,847**

WORK ELEMENT 700.98 — Indirect Cost PTO

Agency: SRTA **Total Budget:** 55,286.40

ESTIMATED EXPENDITURE AND ICAP SUPPORT: FY 2016/17

Services & Supplies		Total Expenditures			
Shasta RTA	**Amount ($)**				
DIRECT SALARIES	55,286			55,286	
TOTAL	**55,286**			**55,286**	

Previous Accomplishments

New Work Element

Objective

To record paid time off in a separate work element.

Discussion

Caltrans requries that paid time off be separately recorded and reported.

Product 1: Indirect Cost PTO

Task/Activity		Resp. Agency	Schedule
1	Record paid time off	SRTA	Jul - Jun

WORK ELEMENT 700.99	Indirect Cost Allocation Plan

Agency: SRTA **Total Budget:** 486,240.54

ESTIMATED EXPENDITURE AND ICAP SUPPORT: FY 2016/17

Services & Supplies		Total Expenditures			
Shasta RTA	**Amount ($)**			**INDIRECT**	
Building Occupancy:					
Depreciation (Suite 202)	19,200			19,200	
Interest	22,000			22,000	
Insurance	2,000			2,000	
Repairs	2,000			2,000	
Janitorial	8,900			8,900	
Elevator	600			600	
Landscape	1,500			1,500	
Taxes	200			200	
Security	2,500			2,500	
Utilities	14,000			14,000	
Communication	10,000			10,000	
Depreciation	7,800			7,800	
Books and Educational Materials	1,000			1,000	
Office Supplies	5,000			5,000	
Computer Support	20,000			20,000	
Dues/Subscriptions	4,500			4,500	
Postage	2,000			2,000	
Educational Training	1,000			1,000	
Miscellaneous	1,000			1,000	
Repairs and Maintenance	1,000			1,000	
Software	5,000			5,000	
Travel	3,000			3,000	
Licenses	500			500	
Meetings	2,000			2,000	
Insurance	7,000			7,000	
Audit/Acturial Services	7,000			7,000	
Legal Services	3,000			3,000	
Personnel Services	3,000			3,000	
Small Office Equipment	6,000			6,000	
Conference/training	3,000			3,000	
Sub Total	165,700			165,700	
INDIRECT SALARIES & BENEFITS	265,254			265,254	
NOTE - General Administration, office functions and allocable staff costs not directly attributable to specific work elements (Per ICAP filing).					
PTO	55,286			55,286	
TOTAL	**486,241**			**486,241**	

Previous Accomplishments
Annual indirect cost allocation plan and indirect cost rate proposal was generated and approved.

Objective
To document and justify indirect cost activities related to the organization's functions operating as an independent MPO.

Discussion
In order for indirect cost to be eligible for reimbursement, an indirect cost allocation plan is required. Expenses are allocated proportionally against all funding sources that allow for indirect costs based on salaries and wages budgeted under each work element.

Product 1: Indirect Cost Allocation Plan Administration			
Task/Activity		**Resp. Agency**	**Schedule**
1	Payment to vendors for non-consultant services, including office services, rent and utilities. Also includes membership dues for professional planning accreditation (American Planning Association) and other associations as warranted.	SRTA	Jul-Jun
2	Prepare and file reports with funding agencies		Jul-Jun
3	Implement SRTA Personnel Policies including preparation of employee evaluations		Jul-Jun
4	Maintain and administrate SRTA benefit programs		Jul-Jun
5	Prepare reports for management		Jul-Jun
6	Prepare annual fiscal reports		Jul-Jun

WORK ELEMENT 701.01	Regional Transportation Plan (RTP)

Agency: SRTA **Total Budget:** $ 235,034

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2016/17

EXPENDITURES			Revenue by Fund Source ($)			
Staff Allocations and Funding Requirements						
				11.47%		
Shasta RTA	Direct	Indirect	FHWA	Toll Credits		
Personnel	$ 78,376	$ 83,276	$ 161,653	$ 18,542		
Services & Supplies	$ 1,500		$ 1,500	$ 172		
Human Resources	$ 1,881		$ 1,881	$ 216		
Consultant (Product 3) GreenDOT[1]	$ 45,000		$ 45,000	$ 5,162		
EIR Consultant (TBD)	$ 25,000		$ 25,000	$ 2,868		
TOTAL	**$ 151,757**	**$ 83,276**	**$ 235,034**	**$ 26,958**		

Notes: [1]Actual amount available depends on verification of actual expenditures from the previous fiscal year.

Previous Accomplishments

The 2015 RTP and environmental impact report was adopted in June 2015. Included for the first time was a Sustainable Communities Strategy (SCS) approved by the California Air Resources Board (October 2015) pursuant to SB 375.

Objective

Plan for the safe and efficient management, operation, and development of a regional inter-modal transportation system that, when linked with appropriate land use planning, serves the mobility needs of goods and people.

Discussion

The RTP is prepared in compliance with state (California Government Code Section 65080 et seq.) and federal (U.S. Code Title 23, Section 134 et seq.) regulations governing regional and metropolitan transportation planning. The RTP represents a 20-year planning horizon and must be routinely updated. The SRTA Board of Directors took action in December 2014 to move from a five-year update cycle to every four years in order to align with local agency updates to their general plan housing elements and the Regional Housing Needs Allocation. The RTP was updated in 2015 and included a new component called a Sustainable Communities Strategy pursuant to Senate Bill 375, which identified a set of strategies that, if implemented, would help the region meet its SB 375 greenhouse gas emissions reduction target. The RTP will be updated in 2018 and every fourth year thereafter. New MAP-21 provisions (expected to be in effect in 2016) must be included in the RTP, including state and/or regional performance targets and new items related to transit services. Pursuant to the California Environmental Quality Act (CEQA), the agency is required to prepare an Environmental Impact Report (EIR) for the RTP.

Note: Consultant support for the 2015 RTP in the areas of travel demand modeling and Geographic Information Systems (GIS) analyses are budgeted under WE 705.05 and WE 705.02 respectively.

Product 1:	2015 RTP management, maintenance, and progress reports		
Task/Activity		**Resp. Agency**	**Schedule**
1.1	Routinely evaluate agency progress toward the 2015 RTP vision and accompanying goals, objectives, and implementation strategies and report to board of directors.	SRTA	Jul - Jun
1.2	Create web maps showing completed RTP projects, short-term anticipated projects, and future planned projects. As appropriate, link performance metrics to individual and/or grouped projects.		As needed
1.3	Participate in ARB SB 375 Target Update process and develop updated regional GHG target for year 2035.		Jul - Dec

Product 2:	2015 RTP implementation, including SCS		
Task/Activity		**Resp. Agency**	**Schedule**
2.1	Cultivate RTP priority projects for capital funding. Cultivate projects that implement the Sustainable Communities Strategy, including infill and redevelopment projects to compete for capital funding opportunities. Includes interagency and private sector communication and coordination.	SRTA	Jul - Jun
2.2	Participate in interagency meetings that support the implementation of the RTP/SCS, including: California Transportation Plan Policy Advisory Committee, Strategic Highway Safety Plan, local jurisdiction council/board meetings, and/or similar such meetings.		Jul - Jun
2.3	Manage GreenDOT contract, including review of invoices and progress made on deliverables. Provide technical assistance to local agencies on grant applications.		

2.4	GreenDOT project: Evaluate capital project needs within each jurisidiction, identify projects that would best compete under capital grant funding programs, and prepare select project applications.	GreenDOT ($30,000)	
Product 3:	**2018 Regional Transportation Plan and Sustainable Community Strategy (RTP/SCS)**		
Task/Activity		**Resp. Agency**	**Schedule**
3.1	Collect and incorporate updated travel, land use, and other relevant data. Update maps, exhibits, and forecasts for land use and sociodemographics.	SRTA	Jul-Apr
3.2	Review and update RTP as appropriate for consistency with federal, state and local plans, programs or policies.		
3.3	Update RTP performance measures to be consistent with MAP-21 state and regional targets, developed under WE 701.03.		
3.4	Update transportation project lists		
3.5	Conduct scenario testing using ShastaSIM and TBEST models		
3.6	Prepare Draft 2018 RTP/SCS		Feb - Jun (and into next FY)
Product 4:	**2018 RTP/SCS Environmental Impact Report**		
Task/Activity		**Resp. Agency**	**Schedule**
4.1	Administer procurement process for EIR consultant(s).	SRTA	Jul-Jun (and into next FY)
4.2	Manage EIR consultant contract.		
4.3	Prepare and distribute Draft RTP EIR consistent with state law. Conduct public outreach including necessary public hearings. Review and respond to public comments.	SRTA/ Consultant	

WORK ELEMENT 701.03 — Performance Measures

Agency: SRTA **Total Budget:** $ 35,931

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2016/17

EXPENDITURES			Revenue by Fund Source ($)			
Staff Allocations and Funding Requirements						
				11.47%		
Shasta RTA	Direct	Indirect	FHWA	Toll Credits		
Personnel	$ 16,502	$ 17,533	$ 34,035	$ 3,904		
Services & Supplies	$ 1,500		$ 1,500	$ 172		
Human Resources	$ 396		$ 396	$ 45		
TOTAL	**$ 18,398**	**$ 17,533**	**$ 35,931**	**$ 4,121**	**$ -**	**$ -**

Previous Accomplishments

Monitored the development of MAP-21 performance-based planning, including federal rulemakings on performance measures. Monitored and participated in the development of 2016 Regional Transportation Improvement Program (RTIP) performance indicators and measures. Developed potential regional performance measures for use in the 2015 RTP (to be refined based on the ongoing development of MAP-21 performance-based metrics and statewide goals). Initiated a regional technical advisory committee to advise on development of performance measures and targets.

Objective

Develop and maintain performance metrics in support of planning, decision-making, regulatory compliance, and transportation funding.

Discussion

The use of performance measures has increased in recent years beyond traditional measures of traffic operations. New measures were introduced by the passage of the federal transportation bill (MAP-21) in 2012 and state legislation. Discretionary transportation grant programs likewise reference a wide range of performance measures when selecting projects for funding. Performance measures allow the region to: track trends in key policy areas; measure progress toward mandates and regional goals; and evaluate the effectiveness of regional mobility strategies. State goals and targets will be developed one year after FHWA/FTA implementation of performance measures (anticipated in 2016). MPOs must develop regional targets within six months of state target adoption.

Note: Consultant support using travel demand modeling and Geographic Information Systems (GIS) analyses are budgeted under WE 705.05 and WE 705.02 respectively.

Product 1: Transportation Performance Measures for the Shasta County Region

Task/Activity		Resp. Agency	Schedule
1.1	Review final federal perfomance measure rulemakings including established targets, required data sources and methodologies for developing, quantifying and reporting on regional targets.	SRTA	Jul - June
1.2	Participate in technical work groups and training related to the development of performance measures, goals, and targets for California.		
1.3	Organize and conduct meetings of a new technical advisory committee comprised of SRTA, Caltrans, and local agency participants to assist SRTA in developing regional goals and targets. Prepare agendas, host regular meetings, and document input.		
1.4	Refine draft regional performance measures developed for 2015 RTP/SCS and technical methodology.		
1.5	Conduct public outreach and present draft measures to SRTA Board of Directors.		
1.6	Develop web-based performance measure reporting tool.		
1.7	Adopt final regional MAP-21 and FAST Act performance measure targets for the Shasta County region (adoption of final targets dependent on timing of Caltrans adoption of statewide targets).		TBD

Product 2: Performance Measures Technical Advisory Committee

Task/Activity		Resp. Agency	Schedule
2.1	Review performance measure targets, assist in identifying data collection gaps/challenges and developing collaborative solutions, and provide input on reporting tools.	Caltrans D2, Redding, Anderson, Shasta Lake, Shasta County, SCAQMD	As needed

WORK ELEMENT 701.09 — Air Quality

Agency: SRTA **Total Budget:** $ 7,576

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2016/17

EXPENDITURES			Revenue by Fund Source ($)			
Staff Allocations and Funding Requirements						
				11.47%		
Shasta RTA	**Direct**	**Indirect**	**FHWA**	**Toll Credits**		
Personnel	$ 3,439	$ 3,654	$ 7,094	$ 814		
Services & Supplies	$ 400		$ 400	$ 46		
Human Resources	$ 83		$ 83	$ 9		
TOTAL	**$ 3,922**	**$ 3,654**	**$ 7,576**	**$ 869**	**$ -**	**$ -**

Previous Accomplishments

Monitored regional air quality reports. Tracked EMFAC model changes.

Objective

To monitor harmful air emissions in Shasta County and initiate strategies needed to comply with state and federal air quality standards.

Discussion

Transportation is the single largest source of atmospheric emissions in California. Shasta County is currently attainment status for federal air quality standards, but this may change as population and travel demand grows. SRTA must monitor trends, measure impacts, and coordinate planning with Shasta County AQMD, Caltrans, and the California Air Resources Board (ARB). In addition to public health impacts, air quality is directly tied to transportation funding decision-making. ARB maintains the statewide mobile source emissions inventory software tool (EMissions FACtors or 'EMFAC') for estimating emissions from on-road vehicles from travel demand models. Periodic updates are provided and training becomes necessary.

Product 1: Regional air quality planning

Task/Activity		Resp. Agency	Schedule
1.1	Interagency coordination, including monitoring and communications with Shasta County Air Quality Management District (AQMD) and the California Air Resources Board.	SRTA	As needed
1.2	Monitor federal air quality reports and related state/federal legislation and take action as appropriate.		
1.3	Initiate strategies needed to comply with state and federal air quality standards.		

Product 2: Regional air quality modeling capacity

Task/Activity		Resp. Agency	Schedule
2.1	Participate in web-based training for SRTA staff operation of the EMFAC model.	SRTA	As needed
2.2	Participate in statewide EMFAC model update workgroups and provide input as needed.		
2.3	Integrate updated releases of EMFAC model with SRTA's activity-based travel demand model.		

Product 3: SRTA Staff-performed EMFAC Post-Processing

Task/Activity		Resp. Agency	Schedule
3.1	EMFAC post processing performed by SRTA staff in support of planning and decision-making processes. Deliverables include emissions outputs and technical analysis. *Note: consultant-performed post-processing is performed under WE 705.05.*	SRTA	As needed

WORK ELEMENT 701.11 — Transportation Data Collection and Reporting

Agency: SRTA **Total Budget:** $ 74,539

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2016/17

EXPENDITURES			Revenue by Fund Source ($)			
Staff Allocations and Funding Requirements						
				11.47%		
	Direct	Indirect	FHWA	Toll Credits		
Shasta RTA						
Personnel	$ 6,777	$ 7,200	$ 13,977	$ 1,603		
Services & Supplies	$ 400		$ 400	$ 46		
AirSage travel data purchase	$ 20,000		$ 20,000	$ 2,294		
Human Resources	$ 163		$ 163	$ 19		
Consultant	$ 40,000		$ 40,000	$ 4,588		
TOTAL	**$ 67,339**	**$ 7,200**	**$ 74,539**	**$ 8,550**	**$ -**	**$ -**

Previous Accomplishments

SRTA submitted transportation data aggregated from local agencies for 2014 Highway Performance Measuring System (HPMS) reporting and supported local agencies in responding to the California Local Streets and Roads Assessment. The most recent transportation data will be incorporated into the region's activity-based travel demand model for the 2018 RTP.

Objective

To coordinate transportation data collection in support of transportation planning and programming activites, and performance measure tracking.

Discussion

There is a backlog of transportation infrastructure needs at all levels. Accounting and reporting these needs requires traffic counts, pavement condition assessments, safety statistics, and other transportation data and analyses. Results are utilized to validate travel demand modeling data and to develop transportation improvement plans. The Highway Performance Monitoring System (HPMS) is a federally-mandated, nationwide program that provides information on the extent, condition, performance, usage, and operating characteristics of the nation's highways. Data collected for any road open to public travel are reported in HPMS. Caltrans annually requests data from all MPOs and local agencies. Additional information is provided via the Caltrans HPMS website (http://www.dot.ca.gov/hq/tsip/hpms/) and outlined in the 'Instructions for Updates, Including the HPMS Data Items dated March 2011. Actual monitoring is conducted by local agencies. Data is also submitted for the California Local Streets and Roads Statewide Needs Assessment in order to quantify transportation system deficiencies and support appropriate funding levels. Collected data is utilized by SRTA for reporting on upcoming federal transportation bill (MAP-21) performance measures.

Product 1: Regional Traffic Count Program

Task/Activity		Resp. Agency	Schedule
1.1	Develop new regional traffic count program for the collection of necessary data for: HPMS reporting; performance measure development and tracking; travel demand modeling; and other planning and programming activities.	SRTA	Jul - Aug
1.2	Prepare scope of work and issue RFP for acquiring consultants for multi-year contract.	SRTA	Aug-Sept
1.3	Execute and manage consultant contract.	SRTA	Oct - Jun
1.4	Develop data collection schedule, collect traffic counts, summarize results in a report and provide data in a database format consistent with HPMS reporting format requirements.	Consultant	Oct - Jun
1.5	Review traffic count data and perform analysis; distribute counts to regional partners; prepare data for use in regional travel model (ShastaSIM), and provide data as a simple web-based mapping tool.	SRTA	Feb - Jun

Product 2: HPMS reports to Caltrans

Task/Activity		Resp. Agency	Schedule
2.1	Receive and review minutes from Traffic Operation Coordination meetings and respond/follow-up as necessary	SRTA	Quarterly
2.2	Compile traffic count data collected from consultant, local agencies and Caltrans.	SRTA	Dec-Jan
2.3	Update regional HPMS database and submit to Caltrans Headquarters.	SRTA	Jan-Feb

Product 3: Interagency Participation

Task/Activity		Resp. Agency	Schedule
3.1	Participate in interagency meetings related to US Census data collection, the Census Transportation Planning Products (CTPP), HPMS reporting, and other transportation data efforts that support planning and programming activities.	SRTA	As needed

WORK ELEMENT 702.01 — Transportation Improvement Programs (TIPS)

Agency: **SRTA** **Total Budget:** **$ 66,451**

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2016/17

EXPENDITURES			Revenue by Fund Source ($)			
Staff Allocations and Funding Requirements						
			FHWA	**11.47%**		
Shasta RTA	**Direct**	**Indirect**	**C/O**	**Toll Credits**		
Personnel	$ 29,164	$ 30,987	$ 60,151	$ 6,899		
Services & Supplies	$ 5,600		$ 5,600	$ 642		
Human Resources	$ 700		$ 700	$ 80		
TOTAL	**$ 35,464**	**$ 30,987**	**$ 66,451**	**$ 7,622**	**$ -**	**$ -**

Previous Accomplishments

Amended the 2015 Federal Transportation Improvement Plan (FTIP) and prepared 2017 FTIP using California Transportation Improvement Program System (CTIPS). Prepared 2016 Regional Transportation Improvement Program (RTIP). Executive director has been granted authority to approve both administrative modifications, and formal amendments, to the FTIP.

Objective

To develop candidate projects for transportation programming needs under federal, state, and local transportation improvement programs consistent with the RTP and fiscal constraints.

Discussion

The FTIP is a four-year program of transportation improvements based on long-range transportation plans (23 USC Section 134 (c)(j)) and (23 CFR 450.324) and is updated by September of even-numbered years. Transportation improvement programs (TIPs) are designed to achieve Regional Transportation Plan (RTP) goals and objectives via transportation spending, operations, and management. The FTIP ensures that these activities are carried out in cooperation with federal, state, local and tribal governments, transit agencies, community stakeholders, and the general public. Development of these programs adhere to the adopted Public Participation Plan. Amendments are routinely needed to reflect changes to federal programs, transportation funding levels, and local agency priorities. Amendments are reviewed for consistency with the RTP and fiscal constraints and submitted to the funding agencies for approval. The RTIP is a five-year program of projects using State Transportation Improvement Program (STIP) funds and updated by December of odd-numbered years. RTIP projects are approved as part of the STIP by the California Transportation Commission (CTC).

Product 1: 2015 FTIP Amendments

Task/Activity		Resp. Agency	Schedule
1.1	Receive, process, submit, and post FTIP formal amendment requests, including descriptive memo, CTIPS pages, grouped projects summary tables, financial summary tables, and summary of changes table. Formal amendments undergo minimum 14-day public review.	SRTA	As needed
2.1	Administrative modifications amendments required, or requested, including all of the materials listed in task 1.1. above.		

Product 2: Monitor Implementation of 2016 RTIP

Task/Activity		Resp. Agency	Schedule
2.1	Attend CTC meetings.	SRTA	Bi-monthly
2.2	Review biennial STIP fund estimate and CTC guidelines.		Jul - Jun
2.3	Meet with local agencies to determine upcoming projects and funding strategies. Seek additional/matching funding for STIP projects.		
2.4	Manage allocations and timely use of funds.		
2.5	Monitor opportunities to include intelligent transportation systems (ITS) strategies and develop candidate projects.		
2.6	Develop, review, and update RTIP performance measures, as needed.		

Product 3:	California Federal Programming Group meetings		
Task/Activity		Resp. Agency	Schedule
3.1	Attend CFPG meetings	SRTA	Bi-monthly
Product 4:	**Implementation of, and Amendments to, 2017 FTIP**		
4.1	Processing of FTIP submittal to Caltrans and notification of approval, when received.	SRTA	Jun-Aug
4.2	Receive, process, submit, and post FTIP formal amendment requests, including descriptive memo, CTIPS pages, grouped projects summary tables, financial summary tables, and summary of changes table. Formal amendments undergo minimum 14-day public review. Notification to cognizant agencies, and interested individuals, when formal amendments approved.		As needed
4.3	Administrative modifications amendments required, or requested, including all of the materials listed in task 4.2 above.		

WORK ELEMENT 702.02	Overall Work Program (OWP)

Agency: SRTA **Total Budget:** $ 144,049

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2016/17

EXPENDITURES			Revenue by Fund Source ($)			
Staff Allocations and Funding Requirements						
				11.47%		
Shasta RTA	Direct	Indirect	FHWA	Toll Credits		
Personnel	$ 68,559	$ 72,845	$ 141,404	$ 16,219		
Services & Supplies	$ 1,000		$ 1,000	$ 115		
Human Resources	$ 1,645		$ 1,645	$ 189		
TOTAL	**$ 71,204**	**$ 72,845**	**$ 144,049**	**$ 16,522**	**$ -**	**$ -**

Previous Accomplishments

Prior year budget and work plan prepared and adopted; quarterly reports completed, including descriptive summaries of work performed and corresponding budget expenditures; consultation and coordination with state and federal partners regarding the content and ongoing improvement of the OWP document; updated agency policies as appropriate and necessary; maintained and used a full-cost accounting system for fiscal management of US DOT funds; developed and executed sub-recipient cooperative agreements; developed and adopted policy for the distribution of planning funds to local partner agencies. Adopted new Overall Work Program policies and procedures for the agency (Section 2.24.10). Received input from Federal Planning Factors/Planning Emphasis Areas, SRTA Technical Advisory Committee and from the general public to prepare prospective FY 2016/17 planning priorities approved by the board of directors in December 2015. Developed and administered a local agency call for planning projects based on regional, state, and federal priorities.

Objective

To develop and administer a comprehensive, coordinated work plan of projects and programs that support implementation of the RTP, short-term transportation improvement programs, California Planning Emphasis Areas, and Federal Planning Factors. To prepare and adopt an agency budget, and annual ICAP rate for the operation of SRTA.

Discussion

The OWP is a detailed description of agency work to be accomplished during the fiscal year (July 1 through June 30) and the fund sources to be used to support RTP implementation and the development of short-term transportation improvement programs. The OWP is prepared pursuant to 23 CFR 450.308 and the Regional Planning Handbook prepared by the California Department of Transportation. At a minimum, the OWP includes: a description of the planning activities and products; who will perform the work; anticipated time frame for completing the work; and the budget and source of funds. SRTA receives oversees, and monitors the use of state and federal funding for implementation of the OWP and is therefore required to establish policies and procedures to meet DOT regulations. Cooperative agreements are also executed with partner agencies that jointly undertake work within the OWP.

Product 1:	**Closeout of FY 2015/16 OWP and budget**		
Task/Activity		**Resp. Agency**	**Schedule**
1.1	Prepare prior year certification of expenditures and close out reports for submittal to Caltrans.	SRTA	Jul-Sept
Product 2:	**Management of FY 2016/17 OWP and budget**		
Task/Activity		**Resp. Agency**	**Schedule**
2.1	Administer/amend and oversee subrecipient cooperative agreements with local agency subrecipients.	SRTA	On-going
2.2	Track staff hours on work tasks and review budget expenditures.		
2.3	Prepare and submit invoices and quarterly progesss reports to Caltrans, including SRTA and sub-recipient activity.		Quarterly
Product 3:	**FY 2016/17 OWP Amendments**		
Task/Activity		**Resp. Agency**	**Schedule**
3.1	Prepare staff report and state budget documents for SRTA Board of Directors approval (typically 2-3 amendments per year).	SRTA	As needed
3.2	Coordinate with Caltrans District 2 and submit required documentation to Caltrans for federal and state approval.		

Product 4:	Prepare FY 2017/18 Overall Work Program		
Task/Activity		**Resp. Agency**	**Schedule**
4.1	Annual OWP coordination meeting with Caltrans, FHWA, and FTA.	SRTA	Nov
4.2	Prepare and present FY 2017/18 regional planning priorities for board of directors' approval.		Nov - Dec
4.3	Prepare and distribute local agency call for planning projects based on regional planning priorities, Federal Planning Factors, and California Planning Emphasis Areas. Evaluate proposals.		Dec - Jan
4.4	Update prospectus and prepare draft FY 2017/18 work elements.		Jan - Feb
4.5	Analyze FY 2017/18 SRTA staff and labor needs, allocate staff hours across work elements, and prepare draft budget, including: personnel, services and supplies, consultant work, local agency sub-allocations, and indirect costs.		
4.6	Prepare and present draft FY 2017/18 OWP to board of directors for review and comment.		Feb
4.7	Submit draft FY 2017/18 OWP to state and federal agencies for review and comment.		Mar
4.8	Revise draft 2017/18 OWP to include federal and state comments and recommendations.		
4.9	Prepare and present final FY 2017/18 OWP to board of directors for adoption.		Apr
4.10	Prepare and submit annual sub-recipient cooperative agreements to sub-recipients. File SCAs and issue Notices to Proceed upon full execution.		May
4.11	Submit final FY 2017/18 OWP to Caltrans for state and federal approval.		

WORK ELEMENT 703.01	Active Transportation Planning

Agency: SRTA **Total Budget** $ 48,034

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2016/17

EXPENDITURES			Revenue by Fund Source ($)			
Staff Allocations and Funding Requirements						
Shasta RTA	**Direct**	**Indirect**	**PPM**			
Personnel	$ 21,871	$ 23,238	$ 45,109			
Services & Supplies	$ 2,400		$ 2,400			
Human Resources	$ 525		$ 525			
TOTAL	**$ 24,796**	**$ 23,238**	**$ 48,034**	**$ -**	**$ -**	**$ -**

Previous Accomplishments

A Transportation Development Act (TDA) 2% set aside program for bicycle and pedestrian improvements was created in 2013 and project funding priorities adopted. Funding was provided to the City of Shasta Lake to develop an Active Transportation Program (ATP) grant application for the Churn Creek Trail Project. Project construction funding was provided to the City of Anderson for construction of a trail segment connecting Balls Ferry Road to Anderson River Park; to the City of Redding for the Riverside Drive and Browning Street bicycle and pedestrian projects; and to Shasta County for projects on Park and Tamarack Ave. and Tamarack Ave. in Burney. SRTA participated in joint efforts with Healthy Shasta to develop and fund a bicycle route bikeway signage program in the City of Anderson. SRTA worked with Healthy Shasta and FarNorCalGIS to prepare a GIS-based bicycle parking inventory and web map viewer. Program guidelines for Rural Bike Lanes and Sidewalks to Transit (BLAST) Program adopted.

Objective

Increase the share of trips made via bicycle and walking, with an emphasis on projects, policies, and programs that directly serve or connect to Strategic Growth Areas established in the 2015 Regional Transportation Plan (RTP). Also, maximize pedestrian and bicycle-user safety.

Discussion

Public interest and usage of 'active' (i.e. non-motorized) travel options continues to grow in Shasta County. SRTA's plans and investments support: the development of safe and convenient infrastructure; connectivity between the region's trails and the urban network; maintenance of existing bicycle and pedestrian facilities; integration with public transportation; and complete streets. These strategies play a key role in SRTA's Sustainable Communities Strategy (SCS) for reducing vehicle miles traveled and associated greenhouse gas emissions. Federal funding programs for bicycle and pedestrian improvements have been consolidated and are now awarded competitively. Projects proposed for funding must eventually be part of an Active Transportation Plan.

Product 1:	**Monitor and Pursue Funding Opportunities for Bicycle and Pedestrian Infrastructure**		
Task/Activity		**Resp. Agency**	**Schedule**
1.1	Participate in bicycle and pedestrian policy workgroups and advisory committees.	SRTA	Jul - Jun
1.2	Research and pursue funding for bicycle and pedestrian planning and infrastructure.		
1.3	Host bicycle and pedestrian seminars for local and regional transportation partners.		
Product 2:	**Manage SRTA's Non-Motorized Program**		
Task/Activity		**Resp. Agency**	**Schedule**
2.1	Advise and support local agencies in preparing bicycle and pedestrian project nominations.	SRTA	Jul - Jun
2.2	Administer Rural BLAST Program.		

WORK ELEMENT 703.03	NextGEN Non-motorized Infrastructure and Amenities for SGAs

Agency: SRTA **Total Budget** $ 187,969

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2016/17

EXPENDITURES			Revenue by Fund Source ($)			
Staff Allocations and Funding Requirements						
Shasta RTA	**Direct**	**Indirect**	**Grant**	**PPM**		
Personnel	$ 41,010	$ 43,574	$ 43,574	$ 41,010		
Services & Supplies	$ 2,400		$ 2,400			
Human Resources	$ 984		$ 984			
Consultants	$100,000		$ 100,000			
Partner Agencies (in-kind) funds						
TOTAL	**$144,395**	**$ 43,574**	**$ 146,959**	**$ 41,010**	**$ -**	**$ -**

Previous Accomplishments

This is a new Work Element.

Objective

To promote advanced non-motorized corridors that support sustainable growth in Strategic Growth Areas (SGAs), equipping community partners with details for the next generation of SGA non-motorized implementation. Project deliverables bridge a gap by taking high level project concepts and adding the necessary level of detail for project programming and delivery.

Discussion

The Shasta Region requires a new generation of non-motorized infrastructure and amenities to meet the region's greenhouse gas (GHG) emission reduction target pursuant to Senate Bill 375, the Sustainable Communities Act. The '2015 Regional Transportation Plan/Sustainable Communities Strategy for Shasta County' (RTP/SCS) is premised on a leap forward in multi-modal infrastructure, not incremental change. Furthermore, the RTP/SCS identifies non-motorized project delivery in Strategic Growth Areas (SGAs) as a top priority. If built, advanced non-motorized infrastructure (e.g. Class IV separated bikeways/cycle tracks, protected intersections, rectangular rapidly flashing beacon) and amenities (e.g. wayfinding signage, racks, lockers, stair ramps, fix-it stations, air stations, hydration stations, benches, shelters, etc.) in SGAs would facilitate the mode shift needed to meet the region's GHG target and goals for mobility, health, safety, and sustainability.

In and around SGAs, choosing an active form of transportation should be as easy a choice as driving. Whereas automobile drivers have conveniences (e.g. places to park, fill up on fuel and signs directing them), advanced state-of-the-art non-motorized facilities should provide pedestrians and bicyclists comparable conveniences on low-stress travel corridors connected to public transit facilities. If funded, the new generation of non-motorized infrastructure and amenities in SGAs will equip developers, community partners and local agencies with project development details needed to pursue capital funding and construct advanced state-of-the-art non-motorized projects.

Product 1:	**Project Initiation and Management**		
Task/Activity		**Resp. Agency**	**Schedule**
1.1	Prepare request for proposals, procure consultant.	SRTA	Jul - Oct
1.2	Administer grant, including quarterly reports to Caltrans and invoicing.	SRTA	Jul - Jun (March 2019)
Product 2:	**Outreach and Stakeholder Communication**		
Task/Activity		**Resp. Agency**	**Schedule**
2.1	Kick-off meeting between SRTA, consultant and project partners (Caltrans, cities, county, and tribes).	SRTA/consultant/ project partners	Nov - Dec
2.2	Coordinate project team communication.	SRTA/ consultant	Nov - Jun (Oct 2018)
2.3	Coordinate 15-20 outreach meetings, including neighborhood focus groups – piggybacking with on-going neighborhood association and other organization coordination (e.g. Healthy Shasta), – stakeholder interviews, and site visits. Participants will be directly invited to final presentations in Task 5.3.	Consultant	Nov - Jun (Dec 2017)
2.4	Summary of outreach and stakeholder communication.	Consultant	2017/2018

WORK ELEMENT 703.04	GoShasta Active Transportation Plan

Agency: SRTA **Total Budget:** $ 283,567

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2016/17

EXPENDITURES			Revenue by Fund Source ($)			
Staff Allocations and Funding Requirements						
				FHWA	11.47%	
Shasta RTA	Direct	Indirect	ATP	C/O	Toll Credits	
Personnel	$ 59,509	$ 63,230	$ 59,509	$ 63,230	$ 7,252	
Services & Supplies	$ 20,000		$ 20,000			
Human Resources	$ 1,428			$ 1,428	$ 164	
Consultant	$ 139,400		$ 139,400			
TOTAL	**$ 220,337**	**$ 63,230**	**$ 218,909**	**$ 64,658**	**$ 7,416**	**$ -**

Previous Accomplishments

This is a new Work Element.

Objective

Develop a regional active transportation plan with regional policies and a program of prioritized active transportation projects from each jurisdiction.

Discussion

In response to increased demand for improved facilities for walking and cycling, the state has pooled its resources with federal funding into one major funding program: The Active Transportation Program. Bicycle and pedestrian projects proposed for this funding must eventually be part of an Active Transportation Plan.

Product 1:	**Project Initiation**		
Task/Activity		**Resp. Agency**	**Schedule**
1.1	Procure Consultant(s)	SRTA	Jul - Jun
1.2	Form Citizens Advisory Committee	SRTA, Redding	
1.3	GoShasta Kickoff Meeting	SRTA	
Product 2:	**Data Collection and Public Input**		
Task/Activity		**Resp. Agency**	**Schedule**
2.1	Identify gaps, quality, level of service, perceived safety, safety, etc. of the Region's existing non-motorized transportation network.	SRTA	Jul - Jun
2.2	Solicit users' input on needs, destinations, travel behavior, preferences, etc. via workshops and social media channels.	SRTA, Redding	
2.3	Consultant(s) assists in data collection, public input, facilitation, etc.	SRTA, Redding	
Product 3:	**Plan Development**		
Task/Activity		**Resp. Agency**	**Schedule**
3.1	Project prioritization and development of jurisdictional and regional non-motorized policies	Local Jurisdictions	Jul - Jun
3.2	Prepare GoShasta Plan	SRTA	
3.3	Present GoShasta Plan to SRTA board and councils of local jurisdictions.	SRTA	
Product 4:	**Grant Management**		
Task/Activity		**Resp. Agency**	**Schedule**
4.1	Project management, invoicing, quarterly reports to Caltrans	SRTA	Jul - Jun
4.2	Interagency coordination	SRTA	

WORK ELEMENT 704.01 — Public Information and Participation

Agency: SRTA **Total Budget:** $71,746

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2016/17

EXPENDITURES			Revenue by Fund Source ($)			
Staff Allocations and Funding Requirements						
			20.00%	80.00%	11.47%	
Shasta RTA	Direct	Indirect	LTF	FHWA C/O	Toll Credits	
Personnel	$ 20,484	$ 21,765	$ 8,450	$ 33,799	$ 3,877	
Services & Supplies	$ 4,500		$ 900	$ 3,600	$ 413	
Consultant Services (Civic Plus)	$ 4,030		$ 806	$ 3,224	$ 370	
Web Hosting	$ 476		$ 95	$ 381	$ 44	
Community Polling	$ 10,000		$ 2,000	$ 8,000	$ 918	
Community Survey	$ 10,000		$ 2,000	$ 8,000	$ 918	
Human Resources	$ 492		$ 98	$ 393	$ 45	
TOTAL	**$ 49,981**	**$ 21,765**	**$ 14,349**	**$ 57,397**	**$ 6,583**	**$ -**

Previous Accomplishments

Performed SRTA Board of Directors and TAC meetings; adopted 2016 Public Participation Plan; updated Title VI plan and Limited English Proficiency Plan; managed social media announcements on Facebook and Twitter accounts. Developed and produced agency report to convey recent, current, and planned projects and programs and to invite and encourage broad-based community participation.

Objective

To be transparent in all agency activities and decision-making processes. To provide information and resources that are accessible, approachable, and meaningful to SRTA's broad range of customers, including the general public, public agency partners, and other stakeholders affected by or interested in the agency's plans, programs, and decisions. Increase public awareness about SRTA, its projects and how they are impacted by, or impact, the public.

Discussion

As the state-designated Regional Transportation Planning Agency (RTPA) and federally-designated Metropolitan Planning Organization (MPO) for Shasta County, SRTA plays a central role in creating, strengthening, and leveraging partnerships to meet regional challenges and opportunities. SRTA's primary public communication tool is the board of directors meetings held five times per year and augmented as needed with special meetings. In addition, SRTA maintains a Public Participation Plan (PPP) that outlines SRTA's process for providing all affected or otherwise interested stakeholders with reasonable opportunities to be involved in the metropolitan transportation planning and programming process. As described in the PPP, SRTA considers each activity individually and utilizes strategies designed to facilitate public access, awareness, and/or action. SRTA's most popular and effective tool for day-to-day outreach activities is the agency's website, which now features community engagement tools. Social media applications, including Facebook and Twitter, are also utilized.

Product 1:	Agency overview and fact sheets		
Task/Activity		**Resp. Agency**	**Schedule**
1.1	Maintain up-to-date 'Overview of SRTA' document.	SRTA	Jan - Jun
1.2	Prepare or maintain transportation program and funding fact sheets.	SRTA	Ongoing
1.3	Distribute as needed, including online posting.	SRTA	Ongoing
Product 2:	**Agency website (www.srta.ca.gov)**		
Task/Activity		**Resp. Agency**	**Schedule**
2.1	Maintain up-to-date agency website.	SRTA	Ongoing
2.2	Website services, including web-domain hosting, and social media promotions.	Services & Supplies	Annual
2.3	Manage online community engagement tools, including Facebook, Twitter, and community voice modules on agency website.	SRTA	Jul - Jun
Product 3:	**Track Public Participation Plan Performance Measures**		
Task/Activity		**Resp. Agency**	**Schedule**
3.1	Track efforts described in the 2013 Public Participation Plan in the 3 A's: Access, Awareness, and Action.	SRTA	Jul - Jun
3.2	Design and administer random telephone community survey to establish baseline data for 2013 Public Participation Plan performance measures.	SRTA, Consultant	Jul - Jun
Product 4:	**Public Notifications**		
Task/Activity		**Resp. Agency**	**Schedule**
4.1	Advertise and post various public notifications regarding SRTA planning and programming projects.	Services & Supplies	Jul - Jun

WORK ELEMENT 705.01 — Intelligent Transportation Systems (ITS) Planning & Development

Agency: SRTA **Total Budget:** $ 25,161

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2016/17

EXPENDITURES			Revenue by Fund Source ($)			
Staff Allocations and Funding Requirements						
Shasta RTA	**Direct**	**Indirect**	**PPM**			
Personnel	$ 10,909	$ 11,591	$ 22,499			
Services & Supplies	$ 2,400		$ 2,400			
Human Resources	$ 262		$ 262			
TOTAL	**$ 13,570**	**$ 11,591**	**$ 25,161**	**$ -**	**$ -**	**$ -**

Previous Accomplishments

SRTA adopted the first Shasta County Intelligent Transportation Systems (ITS) Architecture and Deployment Plan in 2006. An ITS data collection and management plan for the South Central Urban Region (SCUR) was prepared in 2013.

Objective

To provide accurate, timely, and reliable traffic information to the public. To improve the efficiency of traffic operations and planning activities.

Discussion

Intelligent transportation systems (ITS) includes applications that, through the use of advanced communication technologies and traffic management, enable all users of the regional transportation system to be better informed and make safer, more coordinated, and "smarter" use of the transportation network. ITS planning is a required activity of SRTA, the area's Metropolitan Planning Organization (MPO), and must be coordinated with state efforts.

Product 1: North State Regional ITS Architecture Master Plan

Task/Activity		Resp. Agency	Schedule
1.1	Including tasks as soon as Caltrans D1 finalizes scope of work for RFP.	SRTA	Jul - Jun
1.2			
1.3			

Product 2: Interagency Participation and Policy Monitoring

Task/Activity		Resp. Agency	Schedule
2.1	Review and comment on federal or state policies on laws, programs, funding and priorities related to intelligent transportation systems (ITS).	SRTA	As needed
2.2	Participate in interagency meetings related to to intelligent transportation systems (ITS) activities that support transportation planning and programming.		

WORK ELEMENT 705.02 GIS Applications

Agency: SRTA **Total Budget** $ 92,308

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2016/17

EXPENDITURES			Revenue by Fund Source ($)				
Staff Allocations and Funding Requirements							
				11.47%	Shasta	Contributing	
Shasta RTA	**Direct**	**Indirect**	**FHWA C/O**	**Toll Credits**	**College**	**Agencies**	
Personnel	$ 14,514	$ 15,421	$ 29,935	$ 3,434			
Services & Supplies	$ 1,500		$ 1,500	$ 172			
FarNorCalGIS License	$ 2,000				$ 2,000		
ArcGIS Licenses	$ 9,900		$ 9,900	$ 1,136			
Consultant Services (GIS on-call)	$ 16,000		$ 16,000	$ 1,835			
Consultant Services (Ortho Imagery)	$ 32,625		$ 10,050	$ 1,153		$ 22,575	
Human Resources	$ 348		$ 348	$ 40			
TOTAL	**$ 76,887**	**$ 15,421**	**$ 67,733**	**$ 7,769**	**$ 2,000**	**$ 22,575**	**$ -**

Contributing agencies include City of Redding ($40,000), City of Anderson ($10,000), City of Shasta Lake ($10,000), the McConnell Foundation ($30,000) and the Western Shasta Resource Conservation District ($300).

Previous Accomplishments

Participated in Far North Regional GIS Council (FNRGC); managed the FarNorCalGIS platform; utilized GIS data and analyses in support of the agency's work program; and developed standards and graphic templates for use in agency documents. Developed and prepared a long-term management plan and disaster recovery plan for the FarNorCalGIS platform.

Objective

GIS serves as the technical foundation for planning, policy analysis, performance measuring, and other core agency work elements. Objectives include: eliminate technical barriers to planning and policy analysis; better engage the public and community stakeholders via maps and visualizations; promote consistent and compatible data and technology standards; improve data quality, accuracy, and completeness; enhance access to GIS data resources; and facilitate the exchange of data between data producers and data consumers.

Discussion

SRTA continues to expand its technical and regional data sharing role, with a focus on developing and maintaining countywide land use and transportation-related GIS data. Additional data layers, including US Census and economic data, are likewise being added to enhance spatial analysis capabilities. GIS data is integrated into the ShastaSIM Travel Demand Model and is used to assist with development of the Sustainable Community Strategy (SCS) and tracking performance toward RTP objectives.

Product 1:	**Regional GIS Program**		
Task/Activity		**Resp. Agency**	**Schedule**
1.1	Maintain requisite GIS licensing needed for SRTA operations.	SRTA	Jul-June
1.2	Maintain and enhance agency GIS capabilities, including participation in GIS training.		
1.3	Participate in interagency GIS user groups.		
Product 2:	**FarNorCalGIS Regional Server & Web-Portal**		
Task/Activity		**Resp. Agency**	**Schedule**
2.1	Administration and ongoing development of FarNorCalGIS.org website, including GIS licensing for the platform host (Shasta College); content development; and leadership/participation in management and technical committees.	SRTA	Jul-June
2.2	Liaison between FarNorCalGIS and the greater sixteen-county North State Super Region, including the promotion of data standardization, data development and technical support of partnership planning.		
Product 3:	**Census Data Sharing Supporting Regional Planning Activities**		
Task/Activity		**Resp. Agency**	**Schedule**
3.1	Compile and update commonly referenced US Census data in support of other work elements and partner agency needs.	SRTA	As needed
Product 4:	**On-call GIS Support Services**		
Task/Activity		**Resp. Agency**	**Schedule**
4.1	Maintain on-call GIS consultant services contract.	SRTA	Jul-June
4.2	Miscellaneous on-call GIS support for other work elements and SRTA's member agencies (major work tasks involving GIS are included in appropriate work elements)	Consultant	Jul-June

Product 5:	**Orthoimagery Update**		
Task/Activity		**Resp. Agency**	**Schedule**
5.1	Manage aerial imagery contract	SRTA	Jul-Oct
5.2	Perform quality assurance/quality control based on aerial imagery acceptance criteria	Consultant, SRTA, local agency project partners	Jul-Oct

WORK ELEMENT 705.05 — Regional Modeling and Forecasting Tools

Agency: SRTA **Total Budget:** $ 54,287

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2016/17

EXPENDITURES			Revenue by Fund Source ($)			
Staff Allocations and Funding Requirements						
			FHWA	11.47%		
Shasta RTA	Direct	Indirect	C/O	Toll Credits		
Personnel	$ 7,997	$ 8,497	$ 16,495	$ 1,892		
Services & Supplies	$ 1,600		$ 1,600	$ 184		
Cube Software License	$ 6,000		$ 6,000	$ 688		
Consultant Services	$ 30,000		$ 30,000	$ 3,441		
Human Resources	$ 192		$ 192	$ 22		
TOTAL	**$ 45,789**	**$ 8,497**	**$ 54,287**	**$ 6,227**		

Previous Accomplishments

A new activity-based travel demand model (TDM) was adopted in June 2014 and an updated version was adopted in June 2015 to reflect new policies and strategies in SRTA's 2015 Regional Transportation Plan. The Shasta Model Users Group (SMUG) was retained to inform the ongoing development of travel demand modeling efforts and to facilitate region-wide input and approvals. SRTA applied for assistance through the Travel Model Improvement Program (TMIP) to conduct a peer review of SRTA's travel demand model and to assist in developing a new model improvement plan. Funding was received to conduct a peer review in FY 2016/17. A new transit scenario planning tool, called Transit Boardings Estimation and Simulation Tool (TBEST), was developed with Prop 84 funds in FY 2015/16.

Objective

Manage and maintain the region's activity-based travel demand model consistent with state and federal law in support of regional planning and programming activities and other work elements.

Discussion

MPOs are required to develop and maintain a travel demand forecast model that meets FHWA and FTA requirements per Title 23 U.S.C. Section 134, and California requirements as specified under Chapter 3.2 of the 2010 Regional Transportation Plan (RTP) Guidelines. Chapter 3.2 of the 2010 California RTP Guidelines also specifies certain capabilities for medium-sized MPOs. The ShastaSIM travel demand model fulfills these requirements. ShastaSIM measures the impact of population growth and planned or anticipated land development and calculates various transportation and mobility-related performance metrics for any given planning year. ShastaSIM informs decision makers as to the location and timing of improvements needed to maintain adequate level of service. Outputs from ShastaSIM and travel model post-processing are utilized in various planning documents including, but not limited to: the RTP, RTIP, FTIP (23 USC 134), corridor studies, special projects, and air quality conformity. ShastaSIM requires specialized software and extensive input data, including household travel surveys, socio-economic demographics, and parcel-level land use characteristics. Post-processing routines are required for procedures not found in ShastaSIM, such as calculations of mobile source emissions.

Product 1: SRTA-led operation and maintenance of ShastSIM activity-based travel demand model

Task/Activity		Resp. Agency	Schedule
1.1	Manage a regionally representative technical advisory committee, known as the Shasta Model Users Group (SMUG).	SRTA, Consultant	Bi-annually
1.2	Perform routine updates and refinements of ShastaSIM, including actual and scheduled network changes, traffic count data, land use assumptions, speed limit information, population growth forecast update, and other inputs as needed.		As needed
1.3	SRTA-led operation of TDM in support of other work elements.		

Product 2: Consultant-led operation and maintenance of ShastaSIM activity-based travel demand model

Task/Activity		Resp. Agency	Schedule
2.1	Perform routine updates and refinements to TDM as directed, including actual and scheduled network changes, traffic count data, land use assumptions, speed limit information, population growth forecast update, and other inputs as needed.	Consultant, SRTA	As needed
2.2	Consultant-led operation of TDM in support of other work elements. Deliverable include model outputs and post-processing (e.g. emissions) outputs.		

Product 3:	Education and training for operation of travel demand modeling		
Task/Activity		**Resp. Agency**	**Schedule**
3.1	SRTA staff participation in national or statewide travel demand modeling technical training and practitioner workgroups.	SRTA	As needed
3.2	Consultant-administered training for SRTA staff on TDM operation, maintenance, and emissions post-processing. Includes materials and training.	SRTA, Consultant	As needed
Product 4:	**ShastaSIM travel demand model validation**		
Task/Activity		**Resp. Agency**	**Schedule**
4.1	Organize, coordinate and plan for a peer review of ShastaSIM by other MPO travel modeling professionals.	SRTA, Consultant	Jun - Dec
4.2	Conduct a one or two-day peer review workshop.		
4.3	Prepare a multi-year model improvement plan based on outcomes of peer review workshop.		
4.4	Prepare peer review materials and provide information at peer review workshop.		
Product 5:	**Transit Boardings and Estimations Simulation Tool (TBEST) for Shasta County**		
Task/Activity		**Resp. Agency**	**Schedule**
5.1	Review, maintain and update model with best available transit service, land use and socio-economic data.	SRTA	As needed
5.2	Update General Transit File Specification (GTFS) files.		Annually
5.3	Troubleshoot and fix modeling issues, when identified, and provide updated model to SRTA staff or local agency partners.		As needed

WORK ELEMENT 706.02 — Public Transportation Planning & Coordination

Agency: **SRTA** **Total Budget:** **$ 163,416**

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2016/17

EXPENDITURES			Revenue by Fund Source ($)				
Staff Allocations and Funding Requirements							
				FTA 5303 C/O	PPM		11.47%
Shasta RTA	Direct	Indirect	FTA 5303	88.53%	11.47%		Toll Credits
Personnel	$ 62,504	$ 66,412	$ 70,000	$ 52,158	$ 6,758		$ 8,029
Services & Supplies	$ 3,000			$ 2,656	$ 344		$ -
Consultant Services (Product 2)	$ 30,000			$ 26,559	$ 3,441		$ -
Human Resources	$ 1,500		$ 1,125	$ 332	$ 43		$ 129
TOTAL	**$ 97,004**	**$ 66,412**	**$ 71,125**	**$ 81,705**	**$ 10,586**	**$ -**	**$ 8,158**

Previous Accomplishments

Performed annual Transit Needs Assessment; managed Social Services Transportation Advisory Council (SSTAC); Provided technical assistance to Federal Transit Administration (FTA) grant applicants. Reviewed FTA grant proposals and presented to the board of directors for approval. Restructured and enhanced the Unmet Transit Needs process. Tracked Greenhouse Gas Reduction Fund transit programs.

Objective

Meet transit planning mandates required by law; ensure public transportation is community-responsive in a dynamic and changing service environment; and make progress toward RTP goals by continually improving public transportation service, efficiency, and performance.

Discussion

Under California's Transportation Development Act (TDA), SRTA is required to perform the annual unmet transit needs assessment and organize the Social Services Transportation Advisory Committee (SSTAC). The Coordinated Human Services Transportation Plan is a federally mandated plan that prioritizes transportation services for funding and implementation, with an emphasis on transportation needs of persons with disabilities, older-adults and individuals of limited means. This plan is updated every five years.

Product 1: Annual Transit Needs Assessment

Task/Activity		Resp. Agency		Schedule
1.1	Review prior year Transit Needs Assessment; solicit public input (comments, surveys, interviews, etc.), collect transit data and reports, perform farebox analysis, and CTSA performance analysis; prepare data for inclusion in draft document, update tables, and information.	SRTA		Oct - Dec
1.2	Receive, review, and summarize data from transit providers for the Transit Needs Assessment, including but not limited to ridership information; service hours and route information; productivity improvements; and public/rider feedback received. Conduct transit scenario planning via TBEST model utilizing data collected and public input; evaluate potential performance of scenarios; identify any scenarios that may be reasonable.			
1.3	Provide draft document to transit operators, CTSA, and SSTAC for review; revise and prepare final draft for public comment and adoption.			Dec - Jan
1.4	Organize and support Social Services Advisory Committee (SSTAC).			Dec - Mar
1.5	Prepare staff report, resolution and presentation for board of directors/public hearing.			Feb
1.6	Submit final document to Caltrans for acceptance.			Mar

Product 2: Transit Coordination

Task/Activity		Resp. Agency		Schedule
2.1	Complete consultant-led update of the Coordinated Human Services Transportation Plan (CHTP) to serve as implementation plan for Mobility Management.	Consultant, SRTA		Jul - Oct
2.2	Communication and coordination with intercity public transportation providers and public transportation providers operating in surrounding regions needed, including joint participation in 'Shasta 211' services.	SRTA/ RABA		Jul - Jun
2.3	Implement the Transit Technology Plan in coordination with RABA.			Oct - Feb
2.4	Participate in interagency meetings and workshops that support public transit planning, including: CalACT, transit board meetings, and/or similar such meetings.			Oct - Feb

Product 3: Public transportation data and analysis

Task/Activity		Resp. Agency		Schedule
3.1	Collect and review transit performance data.	SRTA		Jul - Oct
3.2	Formulate and provide recommendations toward enhancing transit performance and/or efficiencies.			Dec - Feb
3.3	Collect, audit, and report progress toward recommendations and performance targets at year's end.			May - Jun

Product 4:	FTA grants technical assistance and management			
Task/Activity		**Resp. Agency**		**Schedule**
4.1	Seek grant funding for the development of a long range transit plan for the region.	SRTA		Jul - Jun
4.2	Work with local agencies, human service transportation providers, and private industry in developing projects and applying for FTA grants.	SRTA		Jul - Jun
4.3	Work with RABA on FTA Section 5307 project development and public participation process.	SRTA		Jul - Jun

Product 5:	Pursue Grant Funds			
Task/Activity		**Resp. Agency**		**Schedule**
5.1	Research and prepare proposals for public transportation grants available through the Cap-and-Trade programs and other state programs.	SRTA		Jul - Jun
5.2	Coordinate with local agencies and provide support in preparing grant applications.			
5.3	Research prospective grant opportunities and participate in applicable grant workshops.			

WORK ELEMENT 706.06 — Greenhouse Gas Reduction Fund Programs

Agency: SRTA **Total Budget:** $ 14,525

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2016/17

EXPENDITURES			**Revenue by Fund Source ($)**			
Staff Allocations and Funding Requirements						
			FHWA	**11.47%**		
Shasta RTA	**Direct**	**Indirect**	**C/O**	**Toll Credits**		
Personnel	$ 6,866	$ 7,295	$ 14,160	$ 1,624		
Services & Supplies	$ 200		$ 200	$ 23		
Human Resources	$ 165		$ 165	$ 19		
TOTAL	**$ 7,230**	**$ 7,295**	**$ 14,525**	**$ 1,666**		

Previous Accomplishments

Reviewed annual Low Carbon Transit Operations Programs (LCTOP) allocation; reported on previous allocation; developed 15/16 expenditure proposal; tracked legislative actions related to LCTOP.

Objective

To administer the allocation of regionally apportioned funds from the LCTOP and to develop public transportation projects that meet Greenhouse Gas Reduction Fund (GGRF) programs.

Discussion

LCTOP is a new program funded by auction proceeds from the California Air Resource Board's Cap-and-Trade Program. LCTOP provides operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility through expansion or enhancement of their systems. SRTA or RABA can serve as the project lead for projects funded with LCTOP. Under this work element, SRTA will pursue other public transportation funds as well, such as the Transit Intercity Rail Capital Program (TIRCP).

Product 1:	**Administer LCTOP Funds**		
Task/Activity		**Resp. Agency**	**Schedule**
1.1	Review State Controller's Office LCTOP Eligible Allocation Summary	SRTA	Jul - Oct
1.2	Review statutes, rules, and regulations, and pending legislation pertinent to LCTOP funding	SRTA	Jul - Jun
1.3	Coordinate with RABA and prepare or provide support in preparing project description and allocation requests.	SRTA/RABA	Sept - Mar
1.4	Review and process invoices for project work completion.	SRTA	Jul - Jun
1.5	Prepare semi-annual progress and final project report		
1.6	Participate in financial and performance auditing.		

Product 2:	**Pursue Grant Funds**		
Task/Activity		**Resp. Agency**	**Schedule**
2.1	Research and prepare proposals for public transportation grants available through the GGRF programs.	SRTA	Jul - Jun
2.2	Coordinate with local agencies and provide support in preparing grant applications.		
2.3	Research prospective grant opportunities and participate in applicable grant workshops.		

WORK ELEMENT 707.01 — Corridor Studies & Project Review

Agency: SRTA **Total Budget:** $ 13,086

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2016/17

EXPENDITURES			Revenue by Fund Source ($)			
Staff Allocations and Funding Requirements						
			FHWA	**11.47%**		
Shasta RTA	**Direct**	**Indirect**	**C/O**	**Toll Credits**		
Personnel	$ 6,080	$ 6,460	$ 12,540	$ 1,438		
Services & Supplies	$ 400		$ 400	$ 46		
Human Resources	$ 146		$ 146	$ 17		
TOTAL	**$ 6,626**	**$ 6,460**	**$ 13,086**	**$ 1,501**	**$ -**	

Previous Accomplishments

Conducted further review and discussions with Shasta Lake and Caltrans staff regarding the transportation section of the Mt. Gate at Shasta Area Plan Administrative Draft EIR.

Objective

To conduct multimodal, systems-level corridor or sub-area transportation planning studies as needed. Also to review and comment on various projects for transportation impacts and ensure consistency with the regional transportation plan in order to maintain a safe, efficient, and cost effective transportation system.

Discussion

The agency must identify current and projected future transportation needs and, through detailed planning studies, devise strategies to address those needs. This element provides funds for the RTPA to conduct special studies for selected corridors, road segments and key locations to evaluate safety concerns, prepare project alternatives and cost estimates, and devise appropriate actions to resolve issues (23 CFR 450.318). In a typical year, SRTA reviews approximately 3 environmental impact reports (EIRs), 2 project study reports (PSRs) and 1 or 2 Caltrans transportation concept reports (TCRs). SRTA adopted the 2015 Regional Transportation Plan and Sustainable Communities Strategy (SCS) on June 30, 2015. Pursuant to Senate Bill 375, projects seeking CEQA streamlining benefits through consistency with the SCS will require review by SRTA.

Product 1:	Analysis of Product Study Reports		
Task/Activity		**Resp. Agency**	**Schedule**
1.1	Communication and coordinate with Caltrans and affected jurisdictions in the early consultation and review of project study reports and other scoping documents.	SRTA	As needed

Product 2:	Review and Analysis of Local Agency Projects of Regional Significance		
Task/Activity		**Resp. Agency**	**Schedule**
2.1	Review local projects, determine impacts, and assess consistency with the regional transportation plan.	SRTA	As needed
2.2	Review, comment and make determination on projects that request input on whether project is consistent with SRTA's Sustainable Communities Strategy, for CEQA streamlining		

WORK ELEMENT 707.02	Safe Routes to Schools Non Infrastructure Grant

Agency: SRTA **Total Budge** $ 176,059

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2016/17

EXPENDITURES			Revenue by Fund Source ($)		
Staff Allocations and Funding Requirements					
			100.00%		
Shasta RTA	**Direct**	**Indirect**	**SRTS**		
Personnel	$ 5,252	$ 5,581	$ 10,833		
Supplies	$ 100		$ 100		
Human Resources	$ 126		$ 126		
Shasta County HHSA (ATP Cycle 1)	$ 165,000		$ 165,000		
TOTAL	**$ 170,478**	**$ 5,581**	**$ 176,059**		

Previous Accomplishments

Coordination of Shasta County Safe Routes to School Non-infrastructure grant. Staff successfully completed SRTS Cycle 3 project deliverables. Provided Bike to School Day training and resources for school personnel and parent volunteers to implement Bike to School day. Partnered with schools to encourage students to participate in Shasta Bike Challenge. Provided support for planning and implementation of one walking school bus. Completed a bike safety workshop geared towards families and children. Surveyed and identified one high school to partner with on implementing a pilot program on bike safety. Provided helemet fitting and bike education at Shasta Living Streets event.

Objective

To increase safety for non-motorized users. Complete two-thirds of ATP Cycle 1 grant scope of work.

Discussion

SRTA administers the Safe Routes to School grant. Shasta County Health and Human Services Agency (HHSA) manages the work program and produces all deliverables.

Product 1:	**Grant administration**		
Task/Activity		**Resp. Agency**	**Schedule**
1.1	Contract management, fiscal accounting and reporting.	SRTA	Jul - Jun
Product 2:	**ATP SR2S Cycle 1 Grant Work Program**		
Task/Activity		**Resp. Agency**	**Schedule**
2.1	Conduct pedestrian and bicycle safety programs, pedestrian and bicycle counts, and participation in activities and initiatives that support pedestrian and bicycle travel and safety.	Shasta County HHSA	Jul - Jun
2.2	Expand pedestrian & bicycle safety curriculum within Redding and Cascade School District to at least 9 classes. Provide helmet fitting and bike educ to community groups as requested. Provide W2S & BTS Day trainings to parents and schools. Provide 1 W2S and 1 BTS per year to Shasta County Schools.		
2.3	Train & work with 10-12 person CCC crew to provide at least 15-20 ped/bike safety activities at 5-10 schools. Pilot bike safety education with at least one high school in Shasta Union High School District. Encourage and support at least 4 walking school busses/bike trains. Work with law enforcement to conduct and promote TARC crossing guard training and to provide education to children on bike/ped safety. Purchase incentives for law enforcment to give to children riding/walking safely.		

WORK ELEMENT 707.03	Alternative Fuels Vehicle Planning

Agency: SRTA **Total Budget:** $ 34,029

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2016/17

EXPENDITURES			Revenue by Fund Source ($)			
Staff Allocations and Funding Requirements						
				11.47%		
Shasta RTA	Direct	Indirect	FHWA C/O	Toll Credits	RCEA	
Personnel	$ 15,590	$ 16,565	$ 30,155	$ 3,459	$ 2,000	
Services & Supplies	$ 1,500		$ 1,500	$ 172		
Human Resources	$ 374		$ 374	$ 43		
TOTAL	**$ 17,464**	**$ 16,565**	**$ 32,029**	**$ 3,674**	**$ 2,000**	

Previous Accomplishments

Provided technical support and Shasta County data for the Upstate Region Plug-in Electric Vehicle (PEV) Readiness Plan. Invited Siskiyou County Economic Development Council to present findings and next steps regarding Upstate Region PEV Readiness Plan. Provided letters of support for grant applications. Helped coordinate the hosting of a Clean Cities Coalition symposium.

Objective

To encourage the planning of alternative fuels vehicles and development of supporting infrastructure in the region to reduce greenhouse gas (GHG) emissions, reduce alternative fuels vehicle users "range anxiety" and bridge the infrastructure gap for users of the West Coast Green Highway between Sacramento and Southern Oregon.

Discussion

Metropolitan planning for the region should minimize transportation-related fuel consumption and air pollution (23 CFR 450.300). The latest generation of plug-in electric vehicles (PEVs) are rapidly entering into the regional vehicle fleet market and help reduce air pollutants and GHG emissions. It is estimated that PEVs could make up 2% of the regional vehicle market by 2022 (or sooner). However, this is only likely to happen if the charging station infrastructure is in place to support this growth and thereby reduce “range anxiety” for PEV owners. Based on the Upstate Region PEV Readiness Plan, a total of 104 electric vehicle charging stations are needed to support a 2% PEV share of the region's vehicle fleet.

Product 1: Policy Monitoring, Interagency Participation and Grants

Task/Activity		Resp. Agency	Schedule
1.1	Staff will pursue and prepare applications for planning and infrastructure grants available from the California Energy Commission (CEC) or other national and state agencies.	SRTA	Jul - Jun
1.2	Coordinate with local agencies and provide support in preparing grant applications.		
1.3	Review and comment on federal or state policies, laws, programs, funding and priorities related to zero-emission and hybrid vehicles and infrastructure.		
1.4	Participate in interagency meetings related to zero-emission and hybrid vehicles and infrastructure that support transportation planning and programming.		

Product 2: Upstate Region PEV Planning

Task/Activity		Resp. Agency	Schedule
2.1	Participate in Upstate Region PEV Coordinating Council meetings.	SRTA	Quarterly
2.2	Assist in coordination with local agencies and interested parties on implementing the Upstate Region PEV Readiness Plan for Shasta County.	SRTA	Jul - Jun
2.3	Develop hardcopy and electronic educational materials on PEVs	SRTA/ Consultant	Jul - Jun

Product 3: Shasta County PEV Infrastructure Phase 1 Study

Task/Activity		Resp. Agency	Schedule
3.1	Identify primary locations within Shasta County for development of PEV charging stations and supporting infrastructure that provide the greatest benefit to local, regional and interregional travel.	SRTA/ Consultant	Jul - Dec
3.2	Conduct outreach to potential site hosts.		
3.3	Prepare final report including quantification of GHG reduction benefits for use in acquiring funding.		

Product 4: North Coast and Upstate Fuel Cell Vehicle Readiness Project

Task/Activity		Resp. Agency	Schedule
4.1	Participate in North Coast and Upstate Fuel Cell Vehicle Readiness Project meetings.	SRTA	Quarterly
4.2	Assist in coordination with local agencies and interested parties on implementing the North Coast and Upstate Fuel Cell Vehicle Readiness Project for Shasta County.	SRTA	Jul - Jun
4.3	Assist in regional outreach efforts and promote Fuel Cell Electric Vehicle (FCEV) use.	SRTA	Jul - Jun

WORK ELEMENT 707.04 — Goods & Freight Coordination and Planning

Agency: SRTA **Total Budget:** $ 156,201

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2016/17

EXPENDITURES			Revenue by Fund Source ($)			
Staff Allocations and Funding Requirements						
			Caltrans Strategic Partnerships Grant			
Shasta RTA	**Direct**	**Indirect**	**(FHWA SP&R)**			**PPM**
Personnel	$ 45,387	$ 48,225	$ 18,292			$ 75,320
Services & Supplies	$ 1,500		$ 1,500			
Consultant Services	$ 60,000		$ 60,000			
Human Resources	$ 1,089		$ 213			$ 876
In-kind Contributions						
Growing Local, SCEDD, Pro-Pacific, CED						
TOTAL	**$ 107,976**	**$ 48,225**	**$ 80,004**			**$ 76,196**

In-kind match to be provided by project partners in the amount of $31,250. Total project cost: $156,250.

Previous Accomplishments
The North State Transportation for Economic Development Study was completed in late 2013. SRTA, in partnership with economic development and private sector partners, was awarded funds for the 'Far Northern California Consolidated Goods & Freight Hub Study and Demonstration Project'. SRTA prepared an RFP and administered the procurement process, including board approval, and executed consultant contract for the demonstration project; the first phase of the projet was initiated.
Objective
To utilize regional transportation planning, policy and investments to support the economic vitality of the region through enhanced market competitiveness, productivity, efficiency, and goods and freight movement.
Discussion
Goods and freight movement is a federal priority in support of economic development. SRTA near term focus is to address the lack of data and technical modeling capabilities needed for effective planning and project development, multi-regional coordination, and integration with statewide programs and technology. The grant requires a 20% local match, which is being satisfied by in-kind contributions by the following project partners: Growing Local, Superior California Economic Development District (SCEDD), Pro-Pacific Fresh, and the Center for Economic Development at Chico State University (CED).

Product 1:	**Far Northern California Consolidated Goods & Freight Hub Study (Strategic Partnerships Grant)**		
Task/Activity		**Resp. Agency**	**Schedule**
1.1	Data development.	SRTA, Consultant	Jul - Jun
1.2	Outreach and stakeholder communication.		
1.3	Technical analysis and logistics.		
1.4	Agricultural goods movement demonstration project.		
1.5	Prepare and present final report.		
Product 2:	**In-kind Participation and Support by Project Partners**		
Task/Activity		**Resp. Agency**	**Schedule**
2.1	Participation by project partners, including contributions of data and expertise, technical advisory committee participation, community and stakeholder communications, and related support tasks.	Project Partners	Jul - Jun
Product 3:	**Freight Coordination**		
Task/Activity		**Resp. Agency**	**Schedule**
3.1	Participate in interagency meetings and workshops that support freight and goods movement planning, including: California Freight Advisory Committee, Sustainable Freight action Plan, and/or similar such meetings.	SRTA	as needed
3.2	Review, participate and comment on federal or state policies, laws, programs, funding and priorities related to freight and goods movement, including the national primary freight network, and state and regional freight corridors.		
Product 4:	**Strategic Freight Areas and Corridors Plan**		
Task/Activity		**Resp. Agency**	**Schedule**
4.1	Identify potential freight and goods movements corridors and areas for freight planning activities.	SRTA	Jul - Jun
4.2	Conduct public outreach with key stakeholders including Caltrans D2, local cities and county and private businesses.		
4.3	Develop draft plan and circulate for public comment, including relevant maps and information on SRTA's website.		

WORK ELEMENT 708.03 — Transportation Development Act (TDA)

Agency: **SRTA** **Total Budget:** **$ 70,929**

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2016/17

EXPENDITURES			**Revenue by Fund Source ($)**			
Staff Allocations and Funding Requirements						
			100.00%			
Shasta RTA	**Direct**	**Indirect**	**LTF**			
Personnel	$ 25,175	$ 26,749	$ 51,925			
Supplies	$ 400		$ 400			
Human Resources	$ 604		$ 604			
Consultant Services (Financial Audit)	$ 18,000		$ 18,000			
TOTAL	**$ 44,180**	**$ 26,749**	**$ 70,929**			

Previous Accomplishments

Administration of Transportation Development Act (TDA) and fiscal auditing of expenditures. Updated policies and procedures regarding the Consolidated Transportation Service Agency (CTSA). Completed triennial audit for FY 2012/13, 2013/14, and 2014/15. Completed annual audit for FY 2014/15.

Objective

To administer the allocation of funds from the Local Transportation Fund (LTF) and State Transit Assistance (STA) to member entities.

Discussion

SRTA is the designated recipient and responsible administrator of TDA funds. LTF and STA help fund transit, bicycle and pedestrian, and road projects. SRTA distributes funds to local claimant and ensures that fiscal audits and other requirements are performed in accordance to TDA law.

Product 1:	**TDA administration**		
Task/Activity		**Resp. Agency**	**Schedule**
1.1	Prepare LTF and STA Findings of Apportionment	SRTA	Feb
1.2	Review LTF and STA claims submitted by claimants including associated technical assistance needed for adequate and proper reporting	SRTA	May, June
1.3	Review statutes, rules, and regulations, and pending legislation pertinent to transit and transit funding	SRTA	Ongoing
1.4	Prepare audits as required under the TDA	SRTA	Sept, Oct
1.5	Engage independent auditor	SRTA	Sept, Oct
1.6	Prepare claims for Board approval	SRTA	June
1.7	Claim scheduling and payment	SRTA	June
1.8	TDA fund accounting	SRTA	Monthly

Product 2:	**Manage TDA 2% Bike and Pedestrian Program and Rural BLAST Program**		
Task/Activity		**Resp. Agency**	**Schedule**
2.1	Management of 2% TDA bicycle and pedestrian set-aside, including accounting and project monitoring.	SRTA	Jul - Jun

WORK ELEMENT 708.04 — Transit and CTSA Agency Administration

Agency: SRTA **Total Budget:** $ 597,036

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2016/17

EXPENDITURES			Revenue by Fund Source ($)			
Staff Allocations and Funding Requirements						
Shasta RTA	**Direct**	**Indirect**	**TDA**	**LTF**		
Personnel	$ 20,626	$ 21,916		$ 42,541		
Human Resources	$ 495			$ 495		
Sub-Recipients						
Shasta County TDA Adm.	$ 24,000		$ 24,000			
City of Redding	$ 530,000		$ 530,000			
TOTAL	**$ 575,121**	**$ 21,916**	**$ 554,000**	**$ 43,036**		

Previous Accomplishments

This was a new work element introduced in FY 2015/16.

Objective

To support the cost-effective delivery of high quality public transportation services.

Discussion

SRTA is the designated recipient and responsible administrator of TDA funds. SRTA provides general oversight to ensure the most effective, efficient, and transparent use of TDA funds. SRTA presently enlists the City of Redding and the County of Shasta to perform administration for RABA. SRTA administers CTSA transportation, while the Shasta Senior Nurtrition Program provides CTSA transportation services.

Product 1: RABA Administration

Task/Activity		Resp. Agency	Schedule
1.1	RABA administration and management.	Redding/ Shasta County	Jul - Jun

Product 2: CTSA Administration

Task/Activity		Resp. Agency	Schedule
2.1	SRTA administration of transit services.	SRTA	Jul - Jun

WORK ELEMENT 801.01 — North State Super Region (NSSR)

Agency: SRTA **Total Budget:** $ 2,912

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2016/17

EXPENDITURES			Revenue by Fund Source ($)			
Staff Allocations and Funding Requirements						
			100.00%			
Shasta RTA	**Direct**	**Indirect**	**NSSR**			
Personnel	$ 1,204	$ 1,279	$ 2,483			
Supplies	$ 400		$ 400			
Human Resources	$ 29		$ 29			
TOTAL	**$ 1,633**	**$ 1,279**	**$ 2,912**			

Previous Accomplishments

NSSR meetings held; NSSR intranet website maintained; Commented on legislative and other issues of potential impact to the North State.

Objective

To bolster the agency's influence on state and federal legislation, policy, and programs and other general activities potentially affecting the North State.

Discussion

The NSSR is a voluntary coalition of regional transportation planning agencies (RTPAs) and metropolitan planning organizations (MPOs) representing the sixteen-county North State region. The NSSR was organized to advocate for policies and funding that would benefit the North State; encourage interagency coordination; and spread best practices through communication and information exchange.

Product 1:	North State Super Region		
Task/Activity		**Resp. Agency**	**Schedule**
1.1	Facilitate NSSR meetings.	SRTA	2 per year
1.2	Maintain and update NSSR website as needed.		Jul - Jun

ATTACHMENT C:

LOCAL AGENCY PLANNING PROJECT REQUESTS

(SUMMARY TABLE, SUBMITTALS AND SCORE SHEETS)

ATTACHMENT C:
LOCAL AGENCY PLANNING PROJECT REQUESTS

Summary table of Local Agency Project Concepts

#	Nominating Jurisdiction	Project Title	Major Deliverable(s)	Funding Requested	Project Estimate
1	Shasta Senior Nutrition Program	SSNP Capital Improvements and Transit System Modernization	Develop plan for implementing technologies to improve and enhance on-demand service, add electric vehicle charging station(s), and conversion of transit fleet from gas to hybrid and/or electric.	$34,000 - $59,500	$40,000 - $70,000
2	City of Shasta Lake	Micro-transit Analysis and Recommendations	Feasibility study and recommendations for implementing micro-transit service (flexible, on-demand, transit service to key regional destinations and tailored to user needs) to meet transit needs of city of Shasta Lake citizens.	$37,500	$50,000
3	City of Shasta Lake	Cascade Boulevard Sustainable Development Assessment	Corridor improvement plan, including complete streets concepts; identification of funding sources; GIS mapping and roadway section designs.	$85,000	$100,000
4	City of Redding	Victor Avenue Corridor Phasing Plan	Corridor report and phasing plan that identifies short and long-term needs including right-of-way, constraints, roadway section designs, and cost estimates.	$70,000	$85,000
5	City of Redding	Churn Creek North Extension Project Study Report	Project study report identifying environmental constraints, right-of-way needs, roadway designs and costs estimates for future capital funding.	$50,000	$70,000
6	City of Redding	Hilltop Drive Corridor Signal Optimization Study	Project study report; signal timing plan; and optimized signal timing from Mistletoe Lane to Presidio.	$40,000	$50,000
			Maximum Total:	**$342,000**	**$425,000**

2016/17 Overall Work Program Call for Projects Evaluation Sheet

Applicant:	**Shasta Senior Nutrition Program**

Project:	**Capital Improvements and Transit System Modernization**

Total Project Amount:	**$70,000.00**
Amount requested:	**$59,500.00**
Local Match (cash):	**$3,500.00**
Local Match (in-kind):	**$7,000.00**

Evaluation Criteria		Look for	Determination	Comments
1	Local Match	Was a local match of 15% included? Was 'in-kind' services included in the local match?	**Yes** / No	Applicant requests funding from $34,000 to $59,500. Both cash and in-kind match was provided.
2	Focus Areas	Which focus area does the project fall under?	Sustainable Development **Alt. Fuels** **Transit Efforts** **TSM/TDM**	Applicant includes projects that fit under different focus areas. All project ideas could be combined into one project w/ mulitple componets to achieve the intended result.
3	2015 RTP/SCS Goals	Does the project meet any of SRTA's 2015 RTP/SCS Goals, Objectives and Strategies? Which ones?	**Yes** / No	Applicant mentions Goal #5 Objective 1C. Others that apply include: Objectives 2.1D and 3.1C. Proposal represents a critical first step toward achieving public transportation's contributions toward the regional SCS GHG emission reduction goal. Also an area with high potential for obtaining capital funds for implementation.
4	Strategic Growth Areas	Is the project located within one of the region's Strategic Growth Areas? If so, which one?	Anderson Downtown Redding Shasta Lake Cottonwood Palo Cedro Burney Fall River Mills	Project is not located within SGAs, but it would serve people who live and work in most of the SGAs.

Staff recommendation:

Recommend project for funding. The concept is sound and is recommended for funding with some refinements. Regarding the assessment of technology-enabled transit services, this should be combined with the city of Shasta Lake's micro-transit proposal, or collectively wrapped up into a larger regional assessment. Regarding the alternative fuel fleet conversion assessment, this should be performed prior to the onsite SSNP alternative fuel infrastructure study. The latter only to be funded if the findings of the fleet conversion assessment serve to validate the use of alt fuel vehicles for CTSA services and the anticipated performance gains are determined to be a good value.

2016/17 Overall Work Program Call for Projects Evaluation Sheet

Applicant:	**City of Redding**

Project:	**Hilltop Drive Corridor Signalization Study**

Total Project Amount:	**$50,000.00**
Amount requested:	**$40,000.00**
Local Match (cash):	**$2,500.00**
Local Match (in-kind):	**$7,500.00**

Evaluation Criteria		Look for	Determination	Comments
1	Local Match	Was a local match of 15% included? Was 'in-kind' services included in the local match?	**Yes** / No	Local match was provided.
2	Focus Areas	Which focus area does the project fall under?	Sustainable Development Alt. Fuels Transit Efforts **TSM/TDM**	Project qualifies as a transportation system management strategy. Limited and isolated benefit, not regional in nature, and deliverables are not transferrable/beneficial to other locations.
3	2015 RTP/SCS Goals	Does the project meet any of SRTA's 2015 RTP/SCS Goals, Objectives and Strategies? Which ones?	**Yes** / No	Objectives 1.2C and 2.2D
4	Strategic Growth Areas	Is the project located within one of the region's Strategic Growth Areas? If so, which one?	Anderson Downtown Redding Shasta Lake Cottonwood Palo Cedro Burney Fall River Mills	The project is not located in an SGA.

Staff recommendation:

Not recommended due to limited and geographically isolated benefit. Also not transferrable/beneficial to other locations.

2016/17 Overall Work Program Call for Projects Evaluation Sheet

Applicant:	**City of Redding**

Project:	**Victor Avenue Corridor Phasing Plan**

Total Project Amount:	**$85,000.00**
Amount requested:	**$70,000.00**
Local Match (cash):	**$10,000.00**
Local Match (in-kind):	**$5,000.00**

Evaluation Criteria		Look for	Determination	Comments
1	Local Match	Was a local match of 15% included? Was 'in-kind' services included in the local match?	**Yes** / No	Local match is provided
2	Focus Areas	Which focus area does the project fall under?	**Sustainable Development** Alt. Fuels **Transit Efforts** **TSM/TDM**	
3	2015 RTP/SCS Goals	Does the project meet any of SRTA's 2015 RTP/SCS Goals, Objectives and Strategies? Which ones?	**Yes** / No	Goal#1; Objectives 2.1D, 2.2, 3.1A & B, and 4.2A
4	Strategic Growth Areas	Is the project located within one of the region's Strategic Growth Areas? If so, which one?	Anderson Downtown Redding Shasta Lake Cottonwood Palo Cedro Burney Fall River Mills	Project is not located in an SGA. Project is a significant north-south corridor w/ potential to connect bike and pedestrian trails.

Staff recommendation:

Recommend project for funding. While not located in or near an SGA it has potential to become a key north-south corridor for connecting regional and local bike/pedestrian trails and activity areas. A portion of the project work might be able to be funded via new sustainable communities grant.

The project is supported but can be included as part of the anticipated 'Next Generation on Non-Motorized Infrastructure grant-funded project. If grant funding is not received, it is recommended that the project scope and outcomes be discussed and reconsidered for standalone funding.

2016/17 Overall Work Program Call for Projects Evaluation Sheet

Applicant:	**City of Redding**

Project:	**Churn Creek North Extension Project Study Report**

Total Project Amount:	**$70,000.00**
Amount requested:	**$50,000.00**
Local Match (cash):	**$10,000.00**
Local Match (in-kind):	**$10,000.00**

Evaluation Criteria		Look for	Determination	Comments
1	Local Match	Was a local match of 15% included? Was 'in-kind' services included in the local match?	**Yes** / No	Local match is provided
2	Focus Areas	Which focus area does the project fall under?	Sustainable Development Alt. Fuels Transit Efforts TSM/TDM	Applicant indicates focus area as "other" and mentions: Project Planning Report.
3	2015 RTP/SCS Goals	Does the project meet any of SRTA's 2015 RTP/SCS Goals, Objectives and Strategies? Which ones?	**Yes** / No	Objectives 2.2 and 3.1
4	Strategic Growth Areas	Is the project located within one of the region's Strategic Growth Areas? If so, which one?	Anderson Downtown Redding Shasta Lake Cottonwood Palo Cedro Burney Fall River Mills	Project is not located in or near an SGA.

Staff recommendation:

Not recommended. May be reconsidered if regional significance and impact is clearly established and complete streets concepts are incorporated and it is tied to the greater active transportation network and key destinations.

2016/17 Overall Work Program Call for Projects Evaluation Sheet

Applicant:	**City of Shasta Lake**

Project:	**Cascade Boulevard Sustainable Development Assessment**

Total Project Amount:	**$100,000.00**
Amount requested:	**$85,000.00**
Local Match (cash):	**$5,000.00**
Local Match (in-kind):	**$10,000.00**

Evaluation Criteria		Look for	Determination	Comments
1	Local Match	Was a local match of 15% included? Was 'in-kind' services included in the local match?	**Yes** / No	Local match was provided.
2	Focus Areas	Which focus area does the project fall under?	**Sustainable Development** Alt. Fuels Transit Efforts TSM/TDM	
3	2015 RTP/SCS Goals	Does the project meet any of SRTA's 2015 RTP/SCS Goals, Objectives and Strategies? Which ones?	Yes / No	Objectives 1.1, 1.2C, 2.2B, 3.1A-C, and 4.2A.
4	Strategic Growth Areas	Is the project located within one of the region's Strategic Growth Areas? If so, which one?	Anderson Downtown Redding **Shasta Lake** Cottonwood Palo Cedro Burney Fall River Mills	Project is partially located within and connects a corridor with the Shasta Lake SGA.

Staff recommendation:

Recommend project for funding with scope refinements. Project addresses bike, pedestrian and transit connections to the city's Strategic Growth Area. However, it's missing a critical regional component that is needed to increase prospects for capital funding. More specifically, to consider the impact of truck traffic exiting and waiting/circulating back to I-5 in the event of I-5 closures due to weather events or other incidents.

2016/17 Overall Work Program Call for Projects Evaluation Sheet

Applicant:	**Shasta Senior Nutrition Program**

Project:	**Micro-transit Analysis and Recommendations**

Total Project Amount:	**$50,000.00**
Amount requested:	**$37,500.00**
Local Match (cash):	**$7,500.00**
Local Match (in-kind):	**$5,000.00**

Evaluation Criteria		Look for	Determination	Comments
1	Local Match	Was a local match of 15% included? Was 'in-kind' services included in the local match?	**Yes** / No	Local match was provided.
2	Focus Areas	Which focus area does the project fall under?	Sustainable Development **Alt. Fuels** **Transit Efforts** TSM/TDM	
3	2015 RTP/SCS Goals	Does the project meet any of SRTA's 2015 RTP/SCS Goals, Objectives and Strategies? Which ones?	Yes / No	Objectives 1.2B, 3.1A, 3.1B, 4.2A, 6.2C, and 7.2C
4	Strategic Growth Areas	Is the project located within one of the region's Strategic Growth Areas? If so, which one?	Anderson Downtown Redding **Shasta Lake** Cottonwood Palo Cedro Burney Fall River Mills	Project would serve the Shasta Lake SGA and beyond. Serves an SGA and could be instrumental in achieving transit ridership and GHG emission reduction goals. Serves disadvantaged community areas.

Staff recommendation:

Recommend project for funding. Encourage partnership and coordination with RABA and SSNP. Project may fit as a pilot for how to implement micro-transit concepts in smaller regions with tranferrability to RABA and other rural/small-urban transit systems. Suggest there be coordination with SSNP's proposal or more regional assessment. We haven't determined yet how and where to best test the micro-transit concept. This could be an ideal location, but the regional approach needs to be discussed under our transit coordination role.

FY 2016-17 Overall Work Program - Transportation Planning Project Concept Nomination

All projects considered for nomination must be consistent with SRTA's Fiscal Year 2016/17 Overall Work Program Project Eligibility Guidelines and Planning Priorities. Please click the following links below to review the guidelines, eligibility requirements and other details.

(Section Break)

APPLICANT INFORMATION

Applicant's Agency, Organization or Business Name	Shasta Senior Nutrition Program
Contact's First Name	Jennifer
Contact's Last Name	Powell
Contact's Phone #	5302263060
Contact's Email	jennifer.powell2@dignityhealth.org
Concept Title	Capital improvements and operational investments to modernize Shasta Senior Nutrition Program's transit systems and reduce emissions of greenhouse gases regionally

(Section Break)

Budget Estimate
Provide estimated budget amount below based on best available information.

Total Estimated Project Cost ($)	$70,000.00

A minimum 15% local match is required, of which 10% may be in-kind.

Local Cash Match (minimum 5% of total project cost)	$3,500.00
Local Match Source	Shasta Senior Nutrition Program's Transportation Fund at Mercy Foundation North
Local In-Kind Match (if cash match is less than 15%)	$7,000.00
Local In-Kind Match Source	Shasta Senior Nutrition Program and Mercy Foundation North

Amount Requested (Total project cost minus local cash match and local in-kind match)	$59,500.00
(Section Break)	
Focus Areas	Local Planning for Alternative Fuels Vehicle Infrastructure, Transit Efforts, Transportation Demand/System Management
Other	*Field not completed.*
(Section Break)	
Strategic Growth Areas	City of Anderson, Downtown Redding, City of Shasta Lake, Cottonwood, Burney, Fall River Mills / McArthur
(Section Break)	
Project Purpose and Need	Per Dan Wayne, Jennifer will email the application.
Project Description	Per Dan Wayne, Jennifer will email the application.
Project Deliverables and Outcomes	Per Dan Wayne, Jennifer will email the application.
Estimated Project Start Date	7/1/2016
Estimated Project Duration (# of months)	12

CONCEPT TITLE: Capital improvements and operational investments to modernize Shasta Senior Nutrition Program's transit systems and reduce emissions of greenhouse gases regionally

TOTAL ESTIMATED PROJECT COST: $40,000 - $70,000

LOCAL CASH MATCH (5%) $2,000 - $3,500 **SOURCE:** Shasta Senior Nutrition Program's Transportation Fund at Mercy Foundation North

LOCAL IN-KIND MATCH (10%) $4,000 - $7,000 SOURCE: Shasta Senior Nutrition Program and Mercy Foundation North

AMOUNT REQUESTED (TOTAL MINUS MATCH): $34,000 - $59,500

PURPOSE AND NEED:

Shasta Senior Nutrition Program (SSNP) provides a variety of transportation services to seniors age 60 and above and disabled adults. Door-to-door dispatched services are provided in Shasta County for customers who are not able to use conventional transit services.

SSNP proposes three distinct but correlated planning projects for SRTA's FY17 Concept Funding opportunity that have been identified as priorities for both agencies:

- Improve transportation demand/system management by researching the availability and affordability of a technological application that 1) allows clients to request on-demand transportation service and 2) provides travel/demand modeling for SSNP to determine time-of-day fixed routes.
- Formalize planning of alternative fuels vehicle infrastructure on the Mercy Oaks campus for public and private use.
- Fleet conversion from gasoline to hybrid, resulting in improved air quality and decreased operation costs.

Older adults comprise 20% of SSNP's transportation service area. The senior population is the fastest-growing demographic in the north state with well-documented needs for affordable, responsive transportation.

SSNP anticipates additional transportation needs with the build-out of Oakmont Senior Living, an 85-unit residence on North Bechelli Lane. Construction will start in 2016 with a 12-month timeline for completion. Dignity Health's proposed Wellness Center on Hartnell Avenue in downtown Redding is also anticipated to increase the need for healthcare-related transportation services. SSNP will work closely with Dignity Health to coordinate transportation for their patients – specifically addressing SRTA's Goal #5, Objective 1C of *supporting the infill and redevelopment of vacant and underutilized parcels in locations where transportation systems, community infrastructure and community services are in place and adequate to accommodate additional demand.* Many other senior living residences and healthcare facilities currently exist; SSNP recognizes that partnering with these facilities would be beneficial to all agencies and outreach to those sites is appropriate.

A transportation fleet utilizing alternative fuels could reduce operational costs while addressing SSNP's goal of establishing an environmentally-conscious campus with infrastructure to support an electric charging station for public and private use. The lack of charging stations in northern California is well documented and due to proximity to the interstate freeway, state highway 299, Shasta College, Simpson University and Bethel Church, SSNP is well poised to serve this need.

PROJECT DESCRIPTION:

SSNP strives to undertake projects and services that provide direct, meaningful, and assured benefits to disadvantaged community groups. The funding opportunity offered by SRTA supports SSNP's efforts to streamline transportation services while improving reporting, fleet management, vehicle service, and be more responsive to client needs while reducing operational costs. The proposed projects require feasibility studies to determine whether they are economically viable, currently available in the market and will be readily adopted by the target audience.

SSNP is in the preliminary stages of gathering transit data on our existing clientele to determine usage and mobility, destination accessibility and transportation affordability. This data will drive the software/technological application platform SSNP will research if funded. SRTA staff has provided SSNP with a listing of tech-applications worth considering. Bridj.com optimizes pick-ups, drop-offs and routing based on demand. Ridechariot.com allows users to design their own route then share it with others. Chariot will launch a service when enough riders support the route. Rideleap.com consists of existing routes, allowing users to request and pay for pick-up via Bluetooth. These applications, and others of interest, will be evaluated if funded. Also pertinent to this initiative is gauging the aging population's comfort level with and accessibility to smart-phone technology.

SSNP will utilize planning project funding to further study the feasibility of converting the existing eight paratransit gasoline vehicles to hybrid energy. Ford Motor Company has offered a hybrid system in the past and zero emission bus technology is being crafted for small transit vehicles, most notably by Motiv Power Systems. The latter is not a hybrid system but rather an electric or hydrogen energy source. SSNP's paratransit "cutaway" buses are ideal candidates for electrification due to the fact they drive local routes with numerous starts/stops and park in a secure depot during the night. This fact leads to the third proposed project: building Plug-in Electric Vehicle (PEV) infrastructure.

Emission regulations, oil dependence, price volatility and public opinion on environmental concerns all factor into SSNP's consideration of electric vehicles as an economically and environmentally responsible solution for transportation needs. This initiative proposed by SSNP dovetails with SRTA's FY17 Overall Work Plan Priority of Alternative Fuels Vehicle Infrastructure Planning. SSNP staff has referenced the findings of the Upstate Region Plug-in Electric Vehicle (PEV) Readiness Plan and is willing to integrate PEV infrastructure into new Mercy Oaks development projects. This infrastructure would support an electric transportation fleet and possibly public PEVs, as well.

The desire to build an electric charging station (for both SSNP and public use) and convert the existing transportation fleet to hybrid energy is regionally significant. These projects result in more than just localized benefits, potentially impacting traffic patterns and usage along the I-5 multi-state corridor and state highway 299 while improving air quality in northern California.

SSNP proposes a project budget range dependent on the following variables:

- Administrative Costs: SSNP staff time to collect and analyze data, collaborate on capital grant preparation; Mercy Foundation North staff time to collaborate on capital grant preparation.
- Consultant Costs (anticipated): time to collect and analyze data, collaborate on capital grant preparation.

DELIVERABLES & OUTCOMES

This project 1) supports the implementation of SRTA's Regional Transportation Plan and Sustainable Communities Strategy, 2) aligns with SRTA's regional planning priorities and 3)will prepare Shasta Senior Nutrition Program to submit projects for state and federal capital funding.

SSNP proposes initiating partnerships with technical education providers such as Shasta College and Institute of Technology to train the future workforce to service such vehicles. Other potential partners include: senior care facilities, Mercy Medical Center Redding, Patients Hospital, Dignity Health Wellness Center, Shasta Regional Medical Center, Golden Umbrella and Mercy Housing.

Anticipated outcomes include:

- Improved quality of transportation service
- Expanded and improved services that increase ridership
- Improved customer satisfaction: reduced wait times
- Reduced operational costs at SSNP
- Reduction in greenhouse gas emissions
- Improved accessibility for PEV owners/travelers in northern California

Anticipated challenges:

- Availability of hybrid/electrical technology for paratransit vehicles
- Training and licensing of drivers to operate larger hybrid paratransit vehicles
- Price and availability of transit software if Bridj, Ride Chariot and/or RideLeap are inappropriate for SSNP uses
- Cost, permit and/or zoning obstacles to building PEV infrastructure onsite
- Availability of trained technicians for repairs/maintenance of hybrid/electric vehicles
- Adoption of technology by the aging population.

ESTIMATED PROJECT START DATE: July 1, 2016

ESTIMATED PROJECT DURATION (# OF MONTHS): 12

FY 2016-17 Overall Work Program - Transportation Planning Project Concept Nomination

All projects considered for nomination must be consistent with SRTA's Fiscal Year 2016/17 Overall Work Program Project Eligibility Guidelines and Planning Priorities. Please click the following links below to review the guidelines, eligibility requirements and other details.

(Section Break)

APPLICANT INFORMATION

Applicant's Agency, Organization or Business Name	City of Redding
Contact's First Name	Chuck
Contact's Last Name	Aukland
Contact's Phone #	245-7156
Contact's Email	caukland@ci.redding.ca.us
Concept Title	Hilltop Drive Corridor Signal Optimization Study

(Section Break)

Budget Estimate
Provide estimated budget amount below based on best available information.

Total Estimated Project Cost ($)	50000

A minimum 15% local match is required, of which 10% may be in-kind.

Local Cash Match (minimum 5% of total project cost)	2500
Local Match Source	Streets
Local In-Kind Match (if cash match is less than 15%)	7500
Local In-Kind Match Source	Streets
Amount Requested (Total project cost minus local cash match and local in-kind match)	40000

(Section Break)

Focus Areas	Transportation Demand/System Management
Other	*Field not completed.*

(Section Break)

Strategic Growth Areas	Not Applicable

(Section Break)

Project Purpose and Need	Optimize the signal timing though the Hilltop Drive corridor from Mistletoe Lane to Presidio. The project will reduce congestion, improve operational efficiency and improve safety.
Project Description	Develop, test and implement signal timing plans through the corridor to mee the intended goal.
Project Deliverables and Outcomes	Study report, signal timing plans, before and after statistical and performance analysis.
Estimated Project Start Date	7/18/2016
Estimated Project Duration (# of months)	six

FY 2016-17 Overall Work Program - Transportation Planning Project Concept Nomination

All projects considered for nomination must be consistent with SRTA's Fiscal Year 2016/17 Overall Work Program Project Eligibility Guidelines and Planning Priorities. Please click the following links below to review the guidelines, eligibility requirements and other details.

(Section Break)

APPLICANT INFORMATION

Applicant's Agency, Organization or Business Name	City of Redding
Contact's First Name	Chuck
Contact's Last Name	Aukland
Contact's Phone #	245-7156
Contact's Email	caukland@ci.redding.ca.us
Concept Title	Victor Avenue Corridor Phasing Plan

(Section Break)

Budget Estimate
Provide estimated budget amount below based on best available information.

Total Estimated Project Cost ($)	85000

A minimum 15% local match is required, of which 10% may be in-kind.

Local Cash Match (minimum 5% of total project cost)	10000
Local Match Source	TIF
Local In-Kind Match (if cash match is less than 15%)	5000
Local In-Kind Match Source	TIF
Amount Requested (Total project cost minus local cash match and local in-kind match)	70000

(Section Break)

Focus Areas	Sustainable Development Initiative, Transit Efforts, Transportation Demand/System Management
Other	*Field not completed.*

(Section Break)

Strategic Growth Areas	Not Applicable

(Section Break)

Project Purpose and Need	Victor Avenue between Hartnell Avenue and Old Alturas Road is partially developed with sidewalk and bike lane gaps and varied right of way widths. The corridor needs to be studied to develop a proposed phasing plan for improvements that meets the needs of all transportation modes in the short and long term.
Project Description	Define ultimate roadway section and phasing plan with short term interim improvements to ensure an orderly development of the corridor to meet all transportation needs. Define right of way, determine roadway sections, define bike, ped and transit improvements for the short and long term.
Project Deliverables and Outcomes	A project study report that defines short and long term roadway sections, right of way needs, short term phasing plans, ultimate improvements, cost estimates and constraints.
Estimated Project Start Date	8/1/2016
Estimated Project Duration (# of months)	12

FY 2016-17 Overall Work Program - Transportation Planning Project Concept Nomination

All projects considered for nomination must be consistent with SRTA's Fiscal Year 2016/17 Overall Work Program Project Eligibility Guidelines and Planning Priorities. Please click the following links below to review the guidelines, eligibility requirements and other details.

(Section Break)

APPLICANT INFORMATION

Applicant's Agency, Organization or Business Name	City of Redding
Contact's First Name	Chuck
Contact's Last Name	Aukland
Contact's Phone #	245-7156
Contact's Email	caukland@ci.redding.ca.us
Concept Title	Churn Creek North Extension Project Study Report

(Section Break)

Budget Estimate
Provide estimated budget amount below based on best available information.

Total Estimated Project Cost ($)	70000

A minimum 15% local match is required, of which 10% may be in-kind.

Local Cash Match (minimum 5% of total project cost)	10000
Local Match Source	TIF
Local In-Kind Match (if cash match is less than 15%)	10000
Local In-Kind Match Source	TIF
Amount Requested (Total project cost minus local cash match and local in-kind match)	50000

(Section Break)

Focus Areas	Other (Please specify below)
Other	Project Planning Report

(Section Break)

Strategic Growth Areas	Not Applicable

(Section Break)

Project Purpose and Need	Determine the ultimate roadway section, costs and environmental constraints to determine the need for inclusion of the extension of Churn Creek Road form Collyer Driver to Poppy Hills Drive into the City's General Plan
Project Description	Determine street section, horizontal and vertical alignment, right of way needs, environmental constraints, and probable costs.
Project Deliverables and Outcomes	Project study report with the elements noted in the description above.
Estimated Project Start Date	1/25/2016
Estimated Project Duration (# of months)	6

FY 2016-17 Overall Work Program - Transportation Planning Project Concept Nomination

All projects considered for nomination must be consistent with SRTA's Fiscal Year 2016/17 Overall Work Program Project Eligibility Guidelines and Planning Priorities. Please click the following links below to review the guidelines, eligibility requirements and other details.

(Section Break)

APPLICANT INFORMATION

Applicant's Agency, Organization or Business Name	City of Shasta Lake
Contact's First Name	Debbie
Contact's Last Name	Israel
Contact's Phone #	530-275-7469
Contact's Email	disrael@cityofshastalake.org
Concept Title	Cascade Boulevard Sustainable Development Assessment

(Section Break)

Budget Estimate
Provide estimated budget amount below based on best available information.

Total Estimated Project Cost ($)	100,000

A minimum 15% local match is required, of which 10% may be in-kind.

Local Cash Match (minimum 5% of total project cost)	5000
Local Match Source	Local gas tax funds
Local In-Kind Match (if cash match is less than 15%)	10,000
Local In-Kind Match Source	General Fund
Amount Requested (Total project cost minus local cash match and local in-kind match)	85000

(Section Break)

Focus Areas	Sustainable Development Initiative
Other	*Field not completed.*

(Section Break)

Strategic Growth Areas	City of Shasta Lake

(Section Break)

Project Purpose and Need	Cascade Boulevard is a major circulation corridor for COSL. A small portion has complete street characteristics - near its intersection with Shasta Dam Boulevard and Pine Grove Boulevard. An assessment is needed to determine where it can be upgraded to a Complete Street,impacts on property owners /businesses, and a process/funding for completion.
Project Description	Perform a sustainable development assessment looking at needs for right of way purchase,reduction of right of way, and the impacts to property/business owners in order to accommodate a Complete Street System in the most cost-effective and efficient way. This street encompasses both commercial, light industrial and residential uses that need to be considered. The adjoining General Plan land use designations, zoning and on-site land use/structures will be reviewed and mapped according to both the existing right of way and proposed right of ways. Work with property and business owners is a significant component in order to address non-conforming uses in a way that access/parking can be modified/used. Opportunities for bike racks and benches for pedestrians/transit users to go with a Complete Street system will be identified as well as potential placement within the right of way.Sources of funding for all components will be identified as well as identify a timeline for construction
Project Deliverables and Outcomes	1.GIS maps with street rights of

	way,correlation with existing and proposed (using General Plan and Zoning) uses/structures. 2. Identification and recommendations concerning r/w, environmental and improvement issues. 3. Identification of funding sources and process/timeline needed to install Complete Street features.
Estimated Project Start Date	7/5/2016
Estimated Project Duration (# of months)	12 months

FY 2016-17 Overall Work Program - Transportation Planning Project Concept Nomination

All projects considered for nomination must be consistent with SRTA's Fiscal Year 2016/17 Overall Work Program Project Eligibility Guidelines and Planning Priorities. Please click the following links below to review the guidelines, eligibility requirements and other details.

(Section Break)

APPLICANT INFORMATION

Applicant's Agency, Organization or Business Name	City of Shasta Lake
Contact's First Name	Debbie
Contact's Last Name	Israel
Contact's Phone #	530-275-7469
Contact's Email	disrael@cityofshastalake.org
Concept Title	Micro-Transit Analysis and Recommendations

(Section Break)

Budget Estimate
Provide estimated budget amount below based on best available information.

Total Estimated Project Cost ($)	50,000

A minimum 15% local match is required, of which 10% may be in-kind.

Local Cash Match (minimum 5% of total project cost)	7500
Local Match Source	Gas Tax and Electric Enterprise
Local In-Kind Match (if cash match is less than 15%)	5000
Local In-Kind Match Source	General Fund
Amount Requested (Total project cost minus local cash match and local in-kind match)	3750

(Section Break)

Focus Areas	Local Planning for Alternative Fuels Vehicle Infrastructure, Transit Efforts
Other	*Field not completed.*

(Section Break)

Strategic Growth Areas	City of Shasta Lake

(Section Break)

Project Purpose and Need	Residents and businesses of Shasta Lake need an alternative to traditional transit service. Existing service requires a 1 hour headway within the City and longer for transfers for other areas/destinations outside of the City and important for riders.This project will address the potential for micro transportation and associated costs.
Project Description	Analysis and recommendations for installation of a micro transportation system to serve the residents and businesses of Shasta Lake. Data collected will include start-up and operational needs including purchase of vans or other means of transportation/cost. Logistics and coordination with RABA services will be reviewed with recommendations as to potential integration or stand-alone services. Significant public engagement will be part of this project involving current and potential users to include determine ridership demographics, usage habits, trip characteristics, and customer satisfaction.Operational methods to be considered will include at a minimum - city-run, new third party operators and existing operators of similar services and systems. The City expects that an electric vehicle and fast charger would be part of the plan.
Project Deliverables and Outcomes	Overall outcome will identify alternate micro system to reduce headway time/encourage residents to use the transit system. Final document will serve as a guide toward reduction of headway and emissions,identify routes, and operational methods to increase efficiency and customer satisfaction.
Estimated Project Start Date	7/25/2016
Estimated Project Duration (# of months)	12 months

ATTACHMENT D:

REGIONAL PLANNING PRIORITIES

(ADOPTED DECEMBER 2015)

ATTACHMENT D:
FY 2016/17 REGIONAL PLANNING PRIORITIES
(APPROVED DECEMBER 2015)

- **Sustainable Development Program** – Cultivate public-private partnerships to compete for capital funding opportunities, focusing on: 1) infill and redevelopment projects that add housing and jobs within Strategic Growth Areas and 2) joint economic development initiatives that enhance the utilization of existing transportation systems and avoid or minimize adverse environmental impacts.

- **Performance Measures** – Maintain and strategically develop transportation data, travel demand modeling, and spatial analysis capabilities needed for greenhouse gas emissions target setting, tracking progress toward 2015 RTP objectives, demonstrating compliance with state and federal regulations, and substantiating state and federal transportation investment within the region.

- **Active Transportation** – Prepare an overarching regional active transportation plan to guide implementation of the 2015 RTP. Additional near-term focus areas include: 1) developing design guidelines for the next generation of Class I and IV bikeways; and 2) developing a pipeline of grant-ready active transportation projects located within or directly serving Strategic Growth Areas.

- **Goods and Freight Movement** – Develop a goods and freight movement program that targets current and anticipated funding opportunities. Initial focus areas include the development of: 1) 'Strategic Freight Area' planning, policy, and programs; and 2) joint economic development initiatives that would benefit from enhanced transportation infrastructure, services, technologies, and policies. Further development of this new work element will be explored in consultation with Caltrans and community partners.

- **Alternative Fuels Vehicle Infrastructure Planning** – Build upon the findings of the Upstate Region Plug-in Electric Vehicle (PEV) Readiness Plan by creating a local program of projects for charging stations and capital grant funding. In addition, develop opportunities to: 1) integrate PEV infrastructure into new development projects; and 2) electrify commercial and public fleets where technology supports vehicle drive cycles.

- **Interregional and Intermodal Connections** – Develop a fluid and seamless network of multi-modal infrastructure and services in coordination with local agency partners. Focus areas include: 1) linking active transportation facilities to transit centers and 2) expanding interregional travel options to large urban services, amenities, and airports.

- **Enhanced Delivery of Public Transportation** – Support communication and coordination between the region's public transportation service providers. Focus areas include: 1) the collection of public transportation data for performance measures; and 2) the development of a comprehensive public transportation funding strategy.

ATTACHMENT E:

FEDERAL PLANNING FACTORS AND EMPHASIS AREAS

ATTACHMENT E:

U.S. Department
of Transportation

Federal Highway Administration
Federal Transit Administration

1200 New Jersey Avenue, SE.
Washington, DC 20590

March 18, 2015

In Reply Refer To: HEPP-1/TPE-1

Attention: Executive Directors of Metropolitan Planning Organizations

In 2014, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) sent a letter to the Executive Directors of the Metropolitan Planning Organizations (MPO) and the heads of the State Departments of Transportation (State DOT) encouraging you to give priority to the following emphasis areas in your updated unified planning work programs (UPWP) and statewide planning and research programs: MAP-21 Implementation, Regional Models of Cooperation, and Ladders of Opportunity. These three priorities are included in Secretary Foxx's strategic objectives for the Surface Transportation Program. We are requesting State DOTs and MPOs reiterate and emphasize these planning emphasis areas in their respective planning work programs for Fiscal Year 2016. We are also directing our FHWA and FTA field offices to continue to work with you and your organizations to identify tasks that advance these U.S. Department of Transportation priorities.

MAP-21 Implementation

Transition to Performance-based Planning and Programming – We encourage State DOTs and MPOs to further develop their performance management approach to transportation planning and programming. Performance-based planning and programming includes using transportation performance measures, setting targets, reporting performance, and programming transportation investments directed toward the achievement of transportation system performance outcomes. Appropriate UPWP work tasks could include working with local planning partners to identify how to implement performance-based planning provisions such as collecting performance data, selecting and reporting performance targets for the metropolitan area, and reporting actual system performance related to those targets. The MPOs might also explore the option to use scenario planning to develop their metropolitan transportation plan. We encourage you to use the following resources to help develop your approach: Performance Based Planning and Programming Guidebook, Model Long Range Transportation Plans Guidebook, and Small Metropolitan Areas: Performance Based Planning.

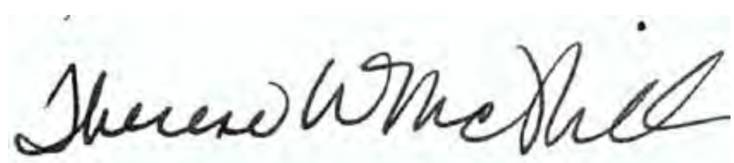
Regional Models of Cooperation

Ensure a Regional Approach to Transportation Planning by Promoting Cooperation and Coordination across Transit Agency, MPO and State Boundaries – To improve the effectiveness of transportation decisionmaking, we encourage State DOTs, MPOs, and providers of public transportation to think beyond traditional borders and adopt a coordinated approach to transportation planning. A coordinated approach supports common goals and capitalizes on opportunities related to project delivery, congestion management, safety, freight, livability, and commerce across boundaries. Improved multi-jurisdictional coordination by State DOTs, MPOs, providers of public transportation, and rural planning organizations (RPO) can reduce project delivery times and enhance the efficient use of resources, particularly in urbanized areas that are served by multiple MPOs. The MPOs can revisit their metropolitan area planning agreements to ensure that there are effective processes for cross-jurisdictional communication among State DOTs, MPOs, and providers of public transportation to improve collaboration, policy implementation, technology use, and performance management. State DOTs and MPOs can explore the opportunity to partner with RPOs to conduct transportation planning in nonmetropolitan areas. We encourage you to visit FHWA's Regional Models of Cooperation and Every Day Counts Initiative Webpages for more information.

Ladders of Opportunity

Access to Essential Services – We encourage State DOTs, MPOs, and providers of public transportation, as part of the transportation planning process, to identify transportation connectivity gaps in accessing essential services. Essential services include employment, health care, schools/education, and recreation. Suggested UPWP work tasks include developing and implementing analytical methods to identify gaps in the connectivity of the transportation system and developing infrastructure and operational solutions that provide the public, especially the traditionally underserved populations, with adequate access to essential services. Other effective work tasks could include: evaluating the effectiveness of public participation plans for engaging transportation disadvantaged communities in the transportation decisionmaking process; updating the Section 5310 Coordinated Human Service Public Transportation Plans; assessing the safety and condition of pedestrian and bicycle facilities; and evaluating compliance with Americans with Disabilities Act, particularly around schools, concentrations of disadvantaged populations, social services, medical, and transit facilities.

Sincerely yours,



Gregory G. Nadeau
Deputy Administrator
Federal Highway Administration

Therese W. McMillan
Acting Administrator
Federal Transit Administration

California Planning Emphasis Areas
For Program Year 2017

Planning emphasis areas (PEAs) are policy, procedural and technical topics that should be considered by Federal planning fund recipients when preparing work programs for metropolitan and statewide planning and research assistance programs.

The Federal Highway Administration (FHWA) California Division and Federal Transit Administration (FTA) Region IX have determined that the areas of emphasis for California's transportation planning and air quality program for the Overall Work Programs for Program Year 2017 are:

- Core Planning Functions
- Performance Management
- State of Good Repair

Core Planning Functions

MPOs are reminded that their Overall Work Programs (OWP) must identify the Core Planning Functions and what work will be done during the program year to advance those functions. The Core Functions typically include:

- Overall Work Program
- Public Participation and Education
- Regional Transportation Plan
- Federal Transportation Improvement Program
- Congestion Management Process (required for TMAs)
- Annual Listing of Projects

The Moving Ahead for Progress in the 21st Century (MAP-21) legislation provided metropolitan transportation planning program funding for the integration of transportation planning processes in the MPA (i.e. rail, airports, seaports, intermodal facilities, public highways and transit, bicycle and pedestrian, etc.) into a unified metropolitan transportation planning process, culminating in the preparation of a multimodal transportation plan for the MPA. The FHWA and FTA request that all Metropolitan Planning Organizations (MPOs) review the Overall Work Plan (OWP) development process to ensure all activities and products mandated by the metropolitan transportation planning regulations in 23 CFR 450 are a priority for FHWA and FTA combined planning grant funding available to the region. The MPO OWP work elements and subsequent work tasks must be developed in sufficient detail (i.e. activity description, products, schedule, cost, etc.) to clearly explain the purpose and results of the work to be accomplished, including how they support the Federal transportation planning process (see 23 CFR 420.111 for documentation requirements for FHWA Planning funds).

Performance Management

Since MAP-21 was passed in 2012, Caltrans and most of California's MPOs have developed performance measures that inform their Regional Transportation Plans (RTPs) and Federal Transportation Improvement Programs (FTIPs). The objective of the performance- and outcome-based program is for States and MPOs to invest resources in projects that collectively will make progress toward the achievement of the national goals. MAP-21 requires the DOT, in consultation with States, metropolitan planning organizations (MPOs), and other stakeholders, to establish performance measures in the areas listed below:

- **Safety** - To achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
- **Infrastructure Condition** - To maintain the highway infrastructure asset system in a state of good repair
- **Congestion Reduction** - To achieve a significant reduction in congestion on the National Highway System
- **System Reliability** - To improve the efficiency of the surface transportation system
- **Freight Movement and Economic Vitality** - To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
- **Environmental Sustainability** - To enhance the performance of the transportation system while protecting and enhancing the natural environment.
- **Reduced Project Delivery Delays** - To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices

Although the final rulemaking is not yet completed, the FHWA and FTA want each MPO to explicitly identify their process for determining performance targets and measures within their Overall Work Programs for FY 2017.

State of Good Repair

MPO's are required to evaluate their transportation system to assess the capital investment needed to maintain a State of Good Repair for the region's transportation facilities and equipment. MPO's shall coordinate with the transit providers in their region to incorporate the Transit Asset Management Plans (TAM's) prepared by the transit providers into the Region Transportation Plan (RTP). Analysis of State of Good Repair needs and investments shall be part of any RTP update, and must be included in the Overall Work Program task for developing the Regional Transportation Plan. MPO's are expected to regularly coordinate with transit operators to evaluate current information on the state of transit assets; to understand the transit operators transit asset management plans; and to ensure that the transit operators are continually providing transit asset information to support the MPO planning process.

2016/17 Overall Work Program Call for Projects Evaluation Sheet

Applicant:	**City of Shasta Lake**

Project:	**Micro-transit Analysis and Recommendations**

Total Project Amount:	**$50,000.00**
Amount requested:	**$37,500.00**
Local Match (cash):	**$7,500.00**
Local Match (in-kind):	**$5,000.00**

Evaluation Criteria		Look for	Determination	Comments
1	Local Match	Was a local match of 15% included? Was 'in-kind' services included in the local match?	**Yes** / No	Local match was provided.
2	Focus Areas	Which focus area does the project fall under?	Sustainable Development **Alt. Fuels** **Transit Efforts** TSM/TDM	
3	2015 RTP/SCS Goals	Does the project meet any of SRTA's 2015 RTP/SCS Goals, Objectives and Strategies? Which ones?	Yes / No	Objectives 1.2B, 3.1A, 3.1B, 4.2A, 6.2C, and 7.2C
4	Strategic Growth Areas	Is the project located within one of the region's Strategic Growth Areas? If so, which one?	Anderson Downtown Redding **Shasta Lake** Cottonwood Palo Cedro Burney Fall River Mills	Project would serve the Shasta Lake SGA and beyond. Serves an SGA and could be instrumental in achieving transit ridership and GHG emission reduction goals. Serves disadvantaged community areas.

Staff recommendation:

Recommend project for funding. Encourage partnership and coordination with RABA and SSNP. Project may fit as a pilot for how to implement micro-transit concepts in smaller regions with tranferrability to RABA and other rural/small-urban transit systems. Suggest there be coordination with SSNP's proposal or more regional assessment. We haven't determined yet how and where to best test the micro-transit concept. This could be an ideal location, but the regional approach needs to be discussed under our transit coordination role.