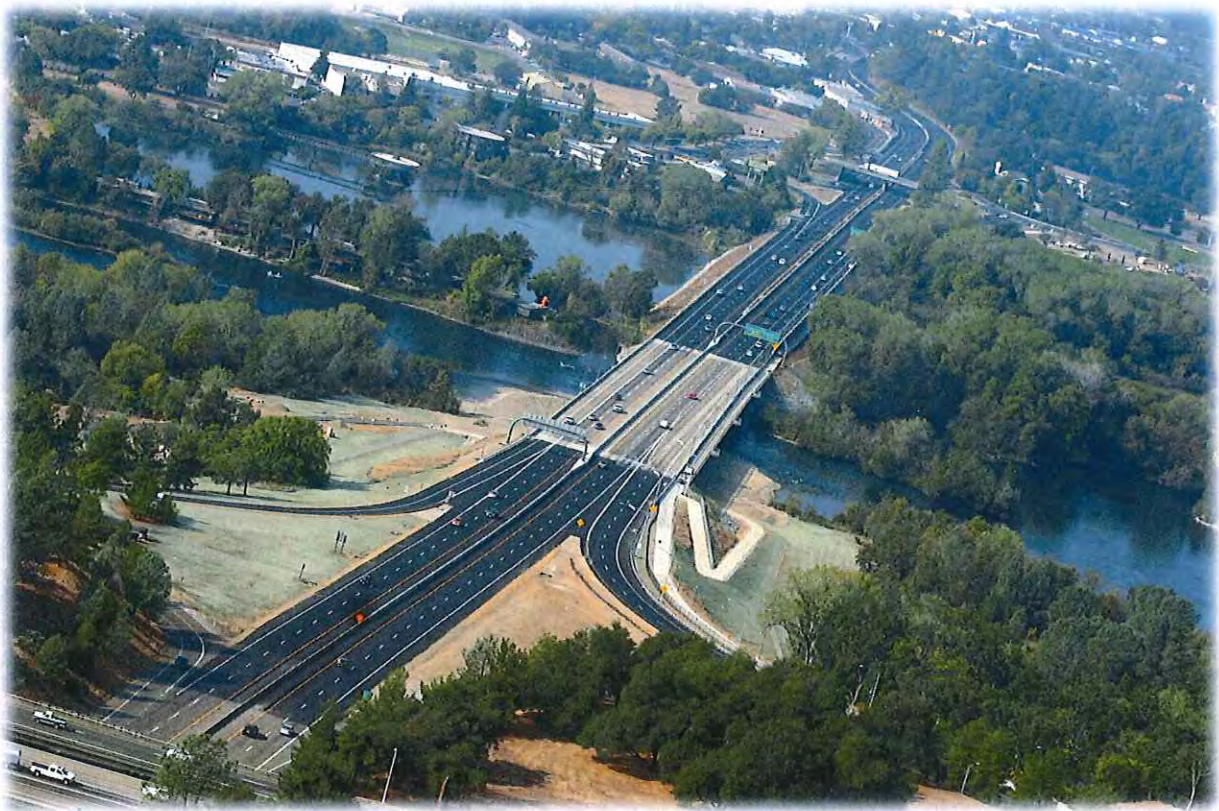




SRTA
2013/14

OVERALL WORK PROGRAM FOR SHASTA COUNTY



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RESOLUTION



RESOLUTION NUMBER:	13-05
SUBJECT:	Adoption of the Fiscal Year 2013/14 Overall Work Program

WHEREAS, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), as a condition to the allocation of federal transportation planning funds, require each Metropolitan Planning Organization (MPO) to annually develop a comprehensive Overall Work Program (OWP) as a planning, programming, and budgeting tool for the coming fiscal year; and

WHEREAS, the Shasta Regional Transportation Agency (SRTA) developed a draft FY 2013/14 OWP with well-defined work elements; and

WHEREAS, the draft OWP was submitted to state and federal funding agencies for review and comment, upon which all comments were considered and incorporated into the final OWP as appropriate; and

WHEREAS, the draft OWP has been reviewed and is found to conform to all state and federal planning requirements and to reflect the priorities, scope of work, and level of effort required for regional transportation planning for fiscal year (FY) 2013/14.

NOW, THEREFORE, BE IT RESOLVED that the board of directors:

1. Approves and adopts the FY 2013/14 OWP; and
2. Authorizes the executive director to make minor administrative changes and corrections as needed in response to further comments provided by approving agencies.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Shasta Regional Transportation Agency:

3. Authorizes the executive director to sign annual certifications and assurances that all funding program requirements have been met; and
4. Authorizes the chair to sign the 2013 Indirect Cost Allocation Plan/Indirect Cost Rate Proposal (ICAP/ICRP) Submission Certification

PASSED AND ADOPTED this 8th day of May, 2013, by the Shasta Regional Transportation Agency,

A handwritten signature in blue ink, appearing to read "Greg Watkins", is written over a horizontal line.

Greg Watkins, Chair
Shasta Regional Transportation Agency

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INTRODUCTION

As the federally-designated Metropolitan Planning Organization (MPO) for Shasta County, the Shasta Regional Transportation Agency (SRTA) is responsible for coordinated transportation planning, programming of transportation funding, and the development and implementation of transportation policy for the Shasta County region.

The SRTA performs transportation needs and related studies; prioritizes specific infrastructure improvements; and pursues prospective funding sources. All such activities are conducted under the direction of the SRTA Board of Directors – a seven-member body of locally elected officials representing the county, cities, and the Redding Area Bus Authority (RABA).

Because the regional transportation system affects the environment, economic opportunities, quality of life, personal mobility, the movement of goods services, and many other factors, the transportation planning process must take into account the direct and indirect impacts on the overall community and diversity of transportation ‘consumers’.

HISTORY

The Shasta County Regional Transportation Planning Agency, hereafter referred to by its present name, the Shasta Regional Transportation Agency (SRTA), was established under state law in 1972. All California counties were required to form regional transportation planning agencies as a condition of receiving state transportation funds, including transit funds. Gradually, through laws like the Transportation Development Act (1971) and Senate Bill 45 (1997), local elected officials via the respective RTPAs were delegated greater authority to determine the appropriate use of transportation revenues. Prior to the creation of RTPAs, these decisions were made by the state.

When Shasta County's urban area population exceeded 50,000 in 1980, SRTA became recognized as one of 18 metropolitan planning organizations (MPO) in California. Similar to state law, formation of a regional MPO is a prerequisite to receiving federal transportation dollars (23 U.S.C. 134 and 135). The federal MPO designation added responsibilities that sometimes overlap with state requirements. In Shasta County, SRTA was established as a single entity to fulfill both

Examples of Key Steps in Transportation Planning:

1. Monitoring existing conditions;
2. Forecasting future population and employment growth, including assessing projected land uses in the region and identifying major growth corridors;
3. Identifying current and projected future transportation problems and needs and analyzing, through detailed planning studies, various transportation improvement strategies to address those needs;
4. Developing long-range programs of alternative capital improvement and operational strategies for moving people and goods;
5. Estimating the impact of recommended future improvements to the transportation system on the environment, including air quality; and
6. Developing a financial plan for securing sufficient revenues to cover the costs of implementing strategies.

the state and federal requirements, thereby avoiding the confusion created in other regions of the state where two or more agencies overlap with similar roles.

A memorandum of understanding (MOU) between the County of Shasta, Caltrans, Redding Area Bus Authority (RABA), and the cities of Anderson, Redding, and Shasta Lake was established. The MOU outlines legal foundations and responsibilities for the planning and programming of transportation funding; establishes the agency's organizational structure; and defines general funding processes. An organizational chart is presented at the end of this section. The MOU is reviewed and revised periodically to incorporate statutory changes. A master fund transfer agreement is required that sets forth terms and conditions for spending federal planning funds.

On July 1, 2012, SCRTPA formally separated from the County of Shasta. The new independent agency's name was shortened to Shasta Regional Transportation Agency, or SRTA. Although the agency's programs, policies, and priorities were not affected by the switch to independent agency status, such areas are being revisited during SRTA's first year as an independent agency and may be updated by the board of directors, as appropriate.

PURPOSE OF THE OVERALL WORK PROGRAM

Each year the SRTA prepares an OWP and budget describing all comprehensive planning activities proposed to be undertaken by the agency and its partners in the upcoming fiscal year (July 1 through June 30). The OWP is prepared in accordance with federal guidance (23 CFR part 420, 23 CFR part 450, and FTA Circular 8100.1C) and state guidance (California Department of Transportation MPO OWP Guidance & Regional Planning Handbook).



The OWP serves the following functions:

1. It satisfies federal requirements for an MPO to develop and adopt an annual OWP for the receipt of federal and state transportation dollars;
2. It serves as the reference document for the general public, agencies, and elected officials who desire to understand the SRTA's objectives and how these are being met through a continuing, cooperative, and comprehensive planning process; and
3. It serves as a management tool to ensure that all transportation planning activities are being accomplished on schedule and within budget.

This document contains three basic parts:

1. A **prospectus** describing the region, agency organization and functions, transportation planning processes, regional issues and planning emphasis areas.

2. A **budget revenue summary** section providing financial and product summaries by work element, funding sources and amounts, and responsible agency/jurisdiction.
3. A **breakdown of planning activities** for the fiscal year organized by work element - each with respective products/deliverables, tasks/activities, and budget detail.

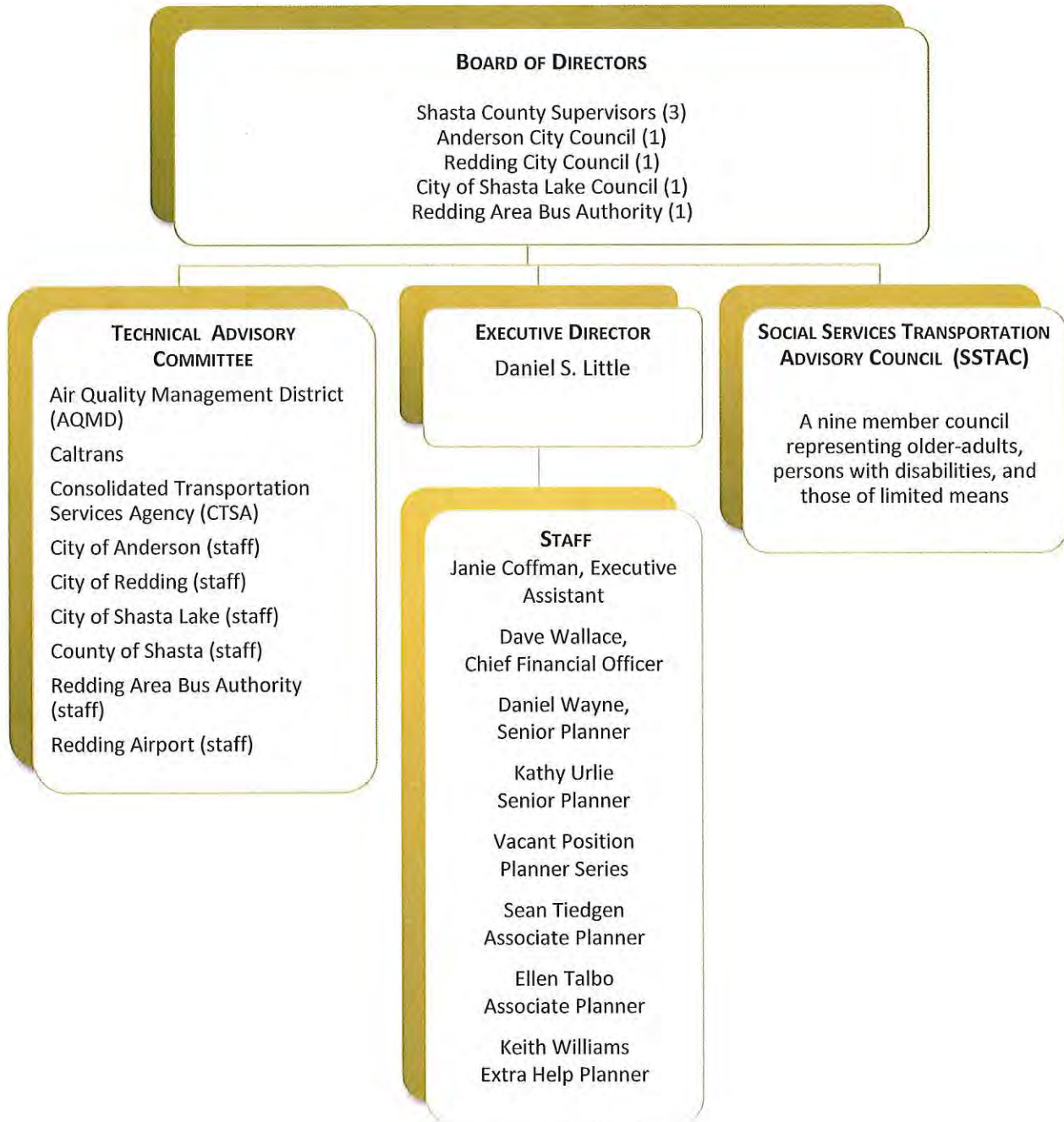
The planning budget in this OWP represents staff hours, consultant services, fixed-assets and supplies necessary to achieve the task or product. Indirect costs, including some administrative costs, are accounted for in the agency's Indirect Cost Allocation Plan (ICAP).

To ensure planning activities are consistent in the region, all relevant planning activities – regardless of funding sources – are included in the OWP. Other related planning activities are identified in the information element at the end of Section 2.

The OWP is submitted as a grant application for federal planning funds pursuant to 23 CFR 450.308. Funding agencies review the draft OWP and indicate conditions for acceptance. The SRTA must address these concerns and make modifications, if recommended. In order to assure timely review of OWPs, MPOs should provide a draft OWP thirty days in advance of the scheduled annual MPO meeting held in March.

The final OWP must be completed by May of each year in order to provide sufficient time to authorize funding of the MPO planning program by July 1.

ORGANIZATIONAL CHART



SRTA Task Disbursement & Contact Information

LEAD STAFF	RESPONSIBILITY (Backup Staff)
Dan Little Excutive Director 262-6191 dlittle@srta.ca.gov	Overall Management, Policy and Administration Human Resources Policies (Dave Wallace) Oversight and Approval of all SRTA Tasks
Janie Coffman Executive Assistant 262-6193 jcoffman@srta.ca.gov	Administration Meetings, Staff Reports (Dan Little) Orientation Binder (New Board Members) (Dan Little) SRTA Website (Sean Tiedgen) Facility Liaison (Sean Tiedgen) Bill Pay (Dave Wallace) Benefits (Dave Wallace)
Dave Wallace Chief Fiscal Officer 262-6187 dwallace@srta.ca.gov	Fiscal/Accounting (Dan Little) Finance Committee (Dan Little) SRTA Board Workshops (Daniel Wayne/Kathy Urlie) Payroll (Janie Coffman) Fiscal Policies (Daniel Wayne/Kathy Urlie) ICAP (Daniel Wayne) TDA Overhaul (Dan Little) Staff Training Quickbooks SRTA Grant Administration (Daniel Wayne/Kathy Urlie) Risk Management (Dan Little)
Daniel Wayne Senior Planner 262-6186 dwayne@srta.ca.gov	Planning Grants (Ellen Talbo) Regional Transportation Plan (All) SRTA Sustainable Community Strategy Local Agency Support Program (Kathy Urlie) Overall Work Program (Dave Wallace/Kathy Urlie) First Cut Staff Report Proof North State Super Region Transportation for Economic Development Study Public Participation Plan
Vacant Position Planner Series	
Sean Tiedgen Associate Planner 262-6185 stiedgen@srta.ca.gov	Travel Demand Model (Ellen Talbo) California Household Travel Survey (Ellen Talbo) Regional Climate Action Plan (Ellen Talbo) Information Technology Liason (Dan Little) Regional Transportation Improvement Program (Ellen Talbo) Census Tracking, Reporting, Disemination (Ellen Talbo) Geographic Information Systems Applications (Ellen Talbo) Performance Measure Reporting and Monitoring (Daniel Wayne) North State Super Region (Janie Coffman Website) Disadvantaged Business Enterprise (DBE) Program Intelligent Transportation Systems Project Studies and Plans
Ellen Talbo Associate Planner 262-6192 etalbo@srta.ca.gov	Bike Coordinator Highway Pavement Management System Reporting (Sean Tiedgen) Grant Opportunity Tracking/Notifications (Sean Tiedgen) Capitol Project Grants Regional Transportation Plan Environmental Impact Report (Daniel Wayne) Transit Needs Assessment Screen Check Reports and Staff Reports Need A Ride Brochure Update SRTA Overview Update (Dave Wallace/Daniel Wayne) Public Transit Air Quality Monitoring Freight, Rail Corridor Studies Highway 273 Transportation Concept Report (Rotate Future TCRs)
Kathy Urlie Senior Planner 262-6194 kurlie@srta.ca.gov	RFP, Consultant Selection and PSA Policy (Dave Wallace) Pass Thru Fund Policy (Dave Wallace/Daniel Wayne) Proof all Reports and Second Cut Staff Reports SRTA PSA Tracking (Dave Wallace) SRTA Fund Fact Sheets (Dave Wallace) Federal Transportation Improvement Program (Ellen Talbo)

THE REGION



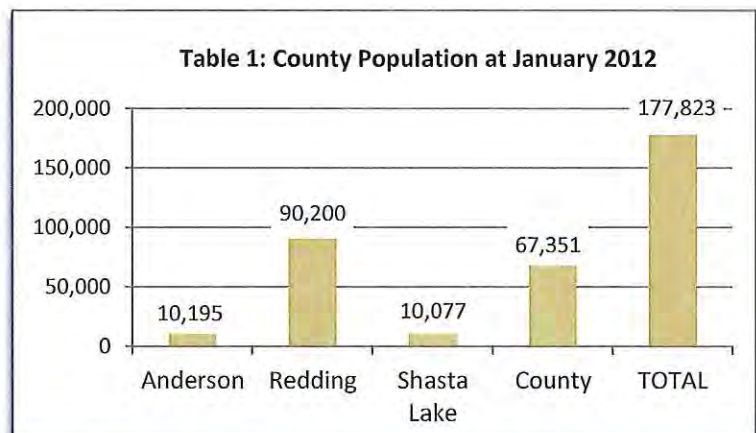
View of Lassen Peak from
State Route 44

Shasta County is located at the geographic center and transportation crossroads of California's North State. The nearest large city is Sacramento, 150 miles to the south, while the Oregon state line lies 100 miles due north. The county occupies the northern part of the Sacramento Valley and includes southern portions of the Cascade mountain range. The county has an area of 3,785 square miles. The county's urban area contains the cities of Anderson, Redding and Shasta Lake. Redding is the county seat and the region's socio-economic center.

Geographic elevations range from 425 feet on the valley floor to over 10,000 feet in Lassen Volcanic National Park. The region is surrounded by mountains to the west, north, and east. The Sacramento River flows through the center of the county and down the Sacramento Valley to the south. These factors have contributed to the region's establishment as a center for recreation and tourism.

Population

The State of California, Department of Finance population estimate is used to estimate the annual county population. These figures are available in January of each year. Table 1 reflects the estimated population in January 2012, incorporating 2010 Census counts.



MPO PLANNING RESPONSIBILITIES & PROCESS

The SRTA's state and federal planning responsibilities are directed by the federal transportation law, 'Moving Ahead for Progress in the 21st Century' (MAP-21), enacted July 2012. Core functions of the SRTA include:

- Facilitate an ongoing metropolitan transportation planning process;
- Prepare a regional transportation plan and transportation improvement program; and
- Prepare a planning work program for FHWA/FTA metropolitan planning funds.

Pursuant to 23 USC 134, the SRTA's metropolitan planning process shall consider projects and strategies that:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- Increase the safety of the transportation system for motorized and non-motorized users;
- Increase the security of the transportation system for motorized and non-motorized users;
- Increase the accessibility and mobility of people and for freight;
- Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- Promote efficient system management and operation; and
- Emphasize the preservation of the existing transportation system.

Federal Highway Administration (FHWA) prescribes the policies and procedures for the administration of activities (23 CFR Part 420), including content provisions for development of the regional transportation plan:

- Identification of transportation facilities;
- Performance measures and targets;
- System performance report;
- Mitigation activities;
- Financial plan;
- Operational and management strategies;
- Capital investment and other strategies; and
- Transportation and transit enhancement activities;

Pursuant to 23 CFR Part 450, the metropolitan transportation planning process must also reflect the following factors:

- Preservation of existing transportation facilities and, where practical, ways to meet transportation needs by using existing transportation facilities more efficiently;
- Consistency of transportation planning with applicable Federal, State, and local energy conservation programs, goals, and objectives;
- The need to relieve congestion and prevent congestion from occurring where it does not yet occur including:
- The consideration of congestion management strategies or actions which improve the mobility of people and goods in all phases of the planning process.

In addition, the planning process must consider the likely effect of transportation policy decisions on land use and development and the consistency of transportation plans and programs with the provisions of all applicable short- and long-term land use and development plans, and projections of potential transportation demands based on the interrelated level of activity in these areas.

Proactive public involvement is likewise needed, including provisions for timely public notice, full public access to key decisions, and early and continuing involvement of the public in developing plans and improvement programs.

Additionally, the metropolitan planning process must:

- Be consistent with Title VI of the Civil Rights Act of 1964 and the Title VI assurance executed by each State under 23 U.S.C. 324 and 29 U.S.C. 794, which ensure that no person shall, on the grounds of race, color, sex, national origin, or physical handicap, be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination under any program receiving Federal assistance from the United States Department of Transportation; and
- Identify actions necessary to comply with the Americans With Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and U.S. DOT regulations "Transportation for Individuals With Disabilities" (49 CFR parts 27, 37, and 38).

Standards, terms, conditions, and financial and administrative requirements of federal funding by way of the agency's OWP/unified work program are outlined via 49 CFR Part 18.

Transportation planning plays a fundamental role in the state, region or community's vision for its future. It includes a comprehensive consideration of possible strategies; an evaluation process that encompasses diverse viewpoints; the collaborative participation of relevant transportation-related agencies and organizations; and open, timely, and meaningful public involvement.

Transportation planning is a cooperative process designed to foster involvement by all users of the system, such as the business community, community groups, environmental organizations, the traveling public, freight operators, and the general public, through a proactive public participation process conducted by the Metropolitan Planning Organization (MPO), state Department of Transportation (state DOT), and transit operators.

Transportation planning includes a number of steps:

- Monitoring existing conditions;
- Forecasting future population and employment growth, including assessing projected land uses in the region and identifying major growth corridors;
- Identifying current and projected future transportation problems and needs and analyzing, through detailed planning studies, various transportation improvement strategies to address those needs;
- Developing long-range plans and short-range programs of alternative capital improvement and operational strategies for moving people and goods;
- Estimating the impact of recommended future improvements to the transportation system on environmental features, including air quality; and
- Developing a financial plan for securing sufficient revenues to cover the costs of implementing strategies.

The SRTA employs a comprehensive and inclusive process to assure all planning requirements are met. This process is routinely reviewed and updated to be consistent with the latest legislative changes and other direction provided by state and federal funding partners.

Estimated available funding is derived from the prior year's actual revenues with consideration for any large-scale regional projects during the OWP planning period. Annually, the SRTA issues a call-for-projects to local agency sub-recipients. Project proposals submitted by local agencies are compiled and reviewed in light of:

1. Fiscal restraint – i.e. the balance of available funding after all of the SRTA's core business, staff, and consultant costs are calculated; and
2. Consistency with Policy 5-1 of the SRTA's Policy and Procedure Manual for the distribution of federal planning funds (Figure 2).

Selected projects are brought into the OWP and prepared for evaluation by the California Department of Transportation District 2, FWHA, and the FTA with regard to the eligibility of proposed activities or projects for state and federal transportation planning funding. The OWP is then presented the SRTA board of directors for approval.

Figure 2:

Policy 5-1 (Policy & Procedures Manual)

1. Core planning functions, including the RTP and all direct inputs;
2. Planning performed by outside consultants and member agency staff in support of core agency functions;
3. Planning performed by member agency staff in support of ongoing data collection related to Federal Planning Emphasis Areas;
4. Projects in support of regional plans and programs that include the state highway system; and
5. Projects in support of regional plans and programs that do not including the state highway system.

REGIONAL VISIONS AND GOALS

Regional Transportation Plan (RTP)

The RTP is a long-range, twenty-year transportation plan covering all transportation modes in Shasta County and is updated every five years. The current RTP was adopted in 2010. The RTP is based on federal and state transportation laws that require comprehensive, cooperative and continuous transportation planning. The purpose of the RTP is to "encourage and promote the safe and efficient management, operation and development of a regional intermodal transportation system that, when linked with appropriate land use planning, will serve the mobility needs of goods and people"¹.

¹ California Transportation Commission: 2010 California Regional Transportation Plan Guidelines

The RTP provides the unified regional vision and goals that serve as the foundation for transportation decision making by local, regional, state, and federal governments. The following series of focused plans are dutifully considered and brought together during preparation of the regional transportation plan.

Sustainable Communities Strategy (SCS)

SB 375 implements the California Global Warming Solutions Act of 2006 in the area of transportation-related emissions. The California Air Resources Board (ARB) is charged with establishing regional targets for per capital greenhouse gas emissions for California's 18 designated metropolitan planning areas. Coresponding MPOs are responsible for preparing a Sustainable Communities Strategy (SCS) aimed at reducing vehicle miles traveled and corresponding emission via improved coordination between land use and transportation. The SCS is part of the RTP.

Regional Blueprint Program

Blueprints are developed through a collaborative planning process that engages citizens in articulating a vision for the regions long-term future. The regional vision is developed from residents' values and priorities and informed by advanced Geographic Information System (GIS) modeling and visualization tools that demonstrate the impacts of different growth and development 'scenarios'. The community's preferred regional growth scenario is used to guide regional and local land use and transportation decisions for a sustainable future. Shasta County's blueprint, *ShastaFORWARD>>*, was adopted in February 2010 and is being implemented through the Sustainable Communities Strategy effort pursuant to California's Senate Bill (SB) 375.

Coordinated Human Transportation Plan (CHTP)

The FTA requires that federally-funded public transportation be included in a locally developed human transportation plan. The CHTP provides strategies for meeting local needs for public transit, non-profit and private transportation systems. The CHTP prioritizes transportation services for funding and implementation with an emphasis on transportation needs of persons with disabilities, older-adults and individuals of limited means.

EVALUATION TOOLS

Many technology applications have been developed or applied by planners to enhance the transportation planning process. These applications are tools to measure performance and the impacts of the decision-making process on the transportation system. The following are several evaluation tools used by the SRTA.

Regional Travel Demand Model (TDM)

Travel models simulate the "real world" and can be used to demonstrate the impact of changes in an area on the transportation system. The SRTA coordinates transportation system

performance monitoring and maintains the Shasta County TDM. The model is used to forecast current and future traffic conditions, as well as locations and trends of traffic congestion and air pollution related to vehicular sources. These forecasts are integrated into the RTP.

Local jurisdictions collect traffic data and perform speed studies that are used to calibrate and validate the TDM. Local jurisdictions also assess pavement conditions for tracking and integration into the RTP.

Geographic Information Systems (GIS)

With the advent of regional blueprint planning and new planning requirements under SB 375, there has been an increased need for consolidated, standardized and merged region-wide GIS data. Once compiled, GIS allows for spatial analysis between land use, transportation, environmental, economic, and any other data set. As GIS data and applications improve, the region is able to minimize or eliminate many of the technological and informational barriers to coordinated regional planning. Integration of aerial imagery and 'Light Detection and Ranging' (LiDAR) further facilitate information sharing and decision making processes. SRTA is working to make technical data and analysis accessible, understandable, and relevant via the FarNorCalGIS regional platform and online portal for map and data viewing.

Vehicle Emissions Modeling & Air Quality Monitoring

Shasta County is currently attainment for federal air quality standards. The SRTA supports goals and measures to reduce emissions, particulate matter and ozone production in Shasta County. SRTA utilizes the regional travel demand model (TDM) and emissions post-processing to evaluate the impact of transportation projects on air quality.

Traffic Safety Data Tracking

Improving the safety of the transportation system is required in the transportation planning process. Maintaining transportation safety requires communication, data sharing, and coordination among multiple partners to direct funding toward the highest safety priorities. Specific activities include: Highway Performance Management System (HPMS); Statewide Integrated Traffic Records System (SWITRS); and utilization of ITS technology to gather data and monitor day-to-day operations.

PROGRAMS AND COORDINATION

MPOs must develop financial plans that identify funding sources for needed investments and how to maintain and operate existing infrastructure. Financial programming involves identifying fund sources and establishes a schedule for implementation of specific projects. Financial programming documents are updated every two or four years. The SRTA is responsible for identifying regionally significant projects for inclusion in federal, state and regional programs:

Federal Transportation Improvement Program (FTIP)

The FTIP identifies regionally-significant transportation projects eligible for funding during the four-year period. The FTIP must include a financial plan demonstrating that programmed projects can be implemented with available funding. Federal regulations require an opportunity for public comment prior to FTIP approval. SRTA prepares and adopts the FTIP every two years. The most recent FTIP was adopted June 26, 2012.

All projects funded by FHWA and FTA must be included in the FTIP. SRTA certifies that the FTIP is fiscally constrained and reflects accurate cost information before submitting to the state for inclusion in the Federal Statewide TIP (FSTIP). All federally-funded projects must be included in the FTIP and FSTIP to be authorized for federal funds.

State Transportation Improvement Program (STIP)

The STIP is a multi-year capital improvement program of transportation projects on and off the state highway system and funded with revenues from the State Highway Account and other funding sources. The STIP is based on statewide and regional priorities and adopted biennially by the California Transportation Commission.

Regional Transportation Improvement Program (RTIP)

The purpose of the RTIP is to identify the region's transportation improvement priorities that are eligible for STIP funding. SRTA is required by the state to adopt and submit an RTIP by December fifteenth of each even-numbered year (California Government Code 65080). Local jurisdictions, federal land management agencies and the general public are consulted in the development of transportation projects for the RTIP. The projects nominated by local jurisdictions are screened, prioritized and summarized in the RTIP. State and federal funding for certain categories of transportation projects is dependent on inclusion in the RTIP.

Overall Work Program (OWP)

The OWP is a one-year scope of work and budget for transportation planning activities and funding sources. The OWP is submitted to state and federal funding agencies as a grant application for FHWA and FTA metropolitan planning funds pursuant to 23 CFR 450.308. The OWP provides a comprehensive overview of the MPO's transportation planning activities and activities to be completed by other entities within the region during the state's fiscal year. Federal and state transportation planning certifications are included in the OWP approval process (appendices A, B and C).

PUBLIC PARTICIPATION AND INFORMATION DISSEMINATION

Development of the above agency programs requires extensive and comprehensive coordination with a broad range of stakeholders. This collaborative approach is facilitated by the following efforts:

Public Participation and Government Consultation

Public participation and inter-governmental consultation is integral to the development of transportation plans, programs and studies. The SRTA has developed and implemented a proactive public participation process pursuant to 23 CFR part 450.316.

SRTA's 2008 Public Participation Plan will be updated for adoption in late FY 2012/13. General strategies include but are not limited to:

- Provide timely public notice;
- Hold accessible public meetings and workshops;
- Produce user-friendly, non-technical formatting of plans and documents;
- Develop and apply visualization techniques;
- Provide draft copies of plans and other documents for review and comment;
- Utilize SRTA website for distribution of plans, documents and announcements;
- Seek input from traditional underrepresented segments of the population;
- Utilize technical advisory and ad hoc committees to gather and exchange information;
- Maintain and utilize contact lists of interested parties;
- Work with local mass media to encourage public awareness; and
- Conduct surveys and other sampling techniques.

Consultation also includes members of the Social Services Transportation Advisory Council (SSTAC). The SSTAC assists in the determination of transportation needs of older-adults, persons with disabilities and those of limited means.

To maintain coordination and communication with the local jurisdictions within the county, a technical advisory committee is utilized. This committee is made up of representatives from each of the local jurisdictions, Caltrans, the Consolidated Transportation Services Agency (CTSA) and RABA. This group reviews and advises the SRTA on all transportation planning policies and issues.

Consultation with Tribal Governments

Shasta County has two federally recognized tribal governments within its boundaries: the Redding Rancheria and the Pit River Tribe. Each tribe's transportation plan was reviewed and incorporated into the 2010 RTP. In consultation with the two tribes, a formal consultation policy was adopted on June 28, 2011, consistent with the Code of Federal Regulations 23 U.S.C. 134 and 135.

There are also a number of non-federally recognized California Native American Tribes, communities, organizations, groups, or individuals living within the SRTA's jurisdiction. SRTA will strive to enlist early Native American involvement. These efforts involve early coordination, consultation and participation measures as mandated by federal and state guidelines,

regulations and/or statutes to ensure the needs of Native American Tribes are identified, considered and addressed during the earliest stages of transportation projects.

Consultation with Federal Land Management Agencies

As appropriate, SRTA communicates and coordinates with federal and state land management agencies, including the Bureau of Land Management, National Fish and Wildlife Service, U.S. Forest Service, and the Army Corps of Engineers.

Information Dissemination

Information dissemination is the process of making information available to the public. The SRTA website (www.srta.ca.gov) contains up-to-date information on public notices, meeting dates, agendas and minutes and other items of transportation interest. Publications such as the "Overview of the Shasta County RTPA" are routinely updated and provide information on the agency's legal authority, history of the organization, revenue and revenue distribution, and roles and responsibilities. As needed, SRTA also maintains project-specific websites.

Meetings and Inter-Jurisdictional Coordination

Coordination and partnerships among local, regional, state, and federal entities are utilized to identify and promulgate strategies, programs, and actions that most effectively and efficiently improve the region's transportation infrastructure.

Recent projects such as the 2010 RTP, South Redding Six Lane, ShastaFORWARD>>, Google Transit, 211Shasta, and the 'FarNorCalGIS' regional mapping and data platform have included participation of local regional planning agencies, city councils, county supervisors, city managers, county administrative officers, tribal governments and federal land management agencies within Shasta and other counties in California's north state. In 2010 sixteen regional transportation planning agencies from northern California signed a memorandum of agreement forming the North State Super Region (<http://www.superregion.org>). This is an alliance between the planning agencies to work together and support each other on issues related to transportation, economics, and land use and to have a unified voice representing California's north state counties.



New issues, including travel demand modeling standards, performance measures, and the latest federal transportation law, benefit from collaborative workgroups of regional agencies and/or state and federal partners.

SYSTEM OPERATIONS

System management and operations analyzes regional transportation as an interconnected set of services and systems to improve system performance through better management and the use of the multimodal transportation network. This includes strategies to improve service delivery, enhance public

safety, reduce traveler delays and improve traveler information. The following are activities managed by the SRTA.

Regional Intelligent Transportation System (ITS) Architecture

The term intelligent transport system (ITS) refers to efforts to add information and communications technology to transportation infrastructure and vehicles, resulting in improved safety as well as reduced vehicle wear, transportation times, and fuel consumption. The SRTA, in collaboration with Caltrans District 2, developed and publicized the region's ITS Architecture and Deployment Plan. This mandated document (23 CFR 940) serves as a framework to deploy ITS strategies to improve the safety and efficiency of the region's surface transportation system. In FY 2012/13, a regional inventory and study of ITS needs was carried out.

Coordination of Public Transportation



The majority of public transportation is provided by the Redding Area Bus Authority (RABA), a joint powers agency consisting of the County of Shasta and the cities of Anderson, Redding and Shasta Lake. RABA operates fixed-route and complementary paratransit service for persons with disabilities, as mandated by the Americans with Disabilities Act (ADA). RABA's intermodal passenger transfer facility serves as a centralized transfer station for inter-regional bus services including: Amtrak's Coast Starlight, Greyhound, Susanville Indian Rancheria, Trinity County's Trinity Transit and Modoc County's Sage Stage.

Several agencies provide transportation to specialized populations. Shasta Senior Nutrition Programs, Inc. is a non-profit organization providing transportation to persons sixty years of age and older and the County of Shasta's lifeline service for persons with disabilities living outside of RABA's service area.

Shasta County Opportunity Center (OC) provides vocational services to individuals with mental disabilities. Clients are transported to and/or from work sites when public transit or other forms of transportation is not readily available. In addition, private and for-profit transportation agencies provide transportation service to target populations.

The SRTA annually apportions funds for transit and other eligible uses. The SRTA must first evaluate transit needs and alternative public transportation measures before funds can be used for other purposes. Funding for transit is only provided to those needs determined to be reasonable to meet.

Management of Grant Programs

The SRTA serves as the grant administrator on behalf of the region for a variety of grant programs. As opportunities arise and when such efforts are in concurrence with agency priorities, SRTA supports or directly pursues competitive grant funds. Success depends on

planning and programming strategies, pairing the right projects with the grant criteria, leveraging other funds, and positive working relationships with other agencies.

Goods Movement

The movement of people, freight or goods is an important part of a fully functioning transportation system. It is essential to maintain efficient goods movement within the region with the least possible adverse impact on the transportation system. As the population increases, the complexities and problems of transportation also increase—as does the need for more comprehensive transportation planning. It is the MPO's responsibility to encourage participation of freight transportation services in development of plans and programs. The movement of people and goods within the region is performed primarily by air, rail and the road network.



Air:

The Redding Municipal Airport is the largest commercial airport in California, north of Sacramento. The airport provides passenger service, air freight service and other general aviation needs that improve regional access for business, tourism and recreational activities. The airport is served by United Express with passenger service to San Francisco. Air freight and package services are provided by numerous providers.

Two general aviation facilities are located in Shasta County. Benton Airport is operated by the City of Redding and the Fall River Mills Airport is operated by the County of Shasta. Over \$10 million in improvements were recently completed at the Fall River Mills Airport including runway and taxiway extensions, apron expansion and construction of nine T-hangars. Both airports are visual flight rule airports for single and small twin engine general aircraft. The overall aviation goal addressed in the 2010 Regional Transportation Plan (RTP) is to maintain efficient, accessible air service in a safe and convenient manner.

Rail:

The Union Pacific Railroad provides north-south freight service. Amtrak provides limited passenger rail service and operates state-supported feeder buses to passenger rail service in Sacramento and Stockton. A goal in the 2010 RTP is to make rail service convenient to local citizens when economically feasible.

Trucking:

The highway system supports goods movement in and out of the region via Interstate 5 (the main interstate highway on the west coast), State Route 299 (Pacific Coast to the Nevada border) and State Route 44 (Redding to Susanville). Trucks are the primary method of freight movement through the County.

CALIFORNIA PLANNING EMPHASIS AREAS (PEAs) & FEDERAL PLANNING FACTORS

Although the transportation planning process is primarily concerned with issues specific to Shasta County, many issues are common throughout the state and/or country. An overview of California Planning Emphasis Areas (PEAs), Federal Planning Factors, and the SRTA's response are provided below.

California Planning Emphasis Areas:

The FHWA California Division and Federal Transit Administration (FTA) Region IX provide 'Planning Emphasis Areas' (PEAs) to California MPOs. PEAs address key planning issues and topics identified during the review of metropolitan and statewide planning processes.

1. **Core Planning Functions** – Core planning functions can be found in 23 CFR 450, Subpart C, and typically include: overall work program; public participation and education; regional transportation plan; and federal transportation improvement program.

The SRTA's planning emphasis areas are identified and defined within the OWP as "work elements" (see Section 3). Each work element describes the activities, product(s) delivered, timeline, responsible agency, how the work is to be financed, and the relationship to Federal priorities.

2. **Performance Management** – MPOs, in conjunction with appropriate State and Federal agencies, should analyze how to improve upon their performance and develop an action plan for achieving better results.

The SRTA utilizes performance measures to evaluate and analyze the effectiveness of the transportation system as well as those policies and programs presented in the RTP. The SRTA works closely with the State and other MPOs to insure that key performance measures can be used for statewide comparison. The SRTA also monitors demographics, economic activity, and other measures out of the SRTA's direct control yet have a significant impact on performance. As new legislation and local interests dictate, performance measures are updated and added.

In evaluating the performance of the RTP, the SRTA utilizes, generates, and maintains a large volume of data needed to calculate performance measures. Data sources include:

- California Highway Patrol Statewide Integrated Traffic Records System (SWITRS);
- Shasta County Travel Demand Model;
- Redding Area Bus Authority ridership data;
- Shasta County Regional GIS data;
- Caltrans Annual Average Daily Truck Traffic on the California State Highway System;
- Intelligent Transportation Systems; and
- Member agency Highway Pavement Management System (HPMS) data.

3. **Safety** - MPOs should consider and implement projects, strategies, and services that increase the safety of the transportation system for motorized and non-motorized users. Consistent with the Highway Safety Improvement Program (HSIP), MPO activities should result in reduced traffic fatalities and serious injuries through infrastructure-related highway safety improvements. All safety projects must be included in the FTIP and the State Highway Safety Plan.

The SRTA utilizes the HSIP to identify the most needed and effective improvements. Crash data analysis is used to identify areas that should receive priority for regional safety improvements. Responses may be focused on engineering, enforcement, education, and/or emergency services. The development of specific strategies is located throughout the OWP, including work elements 702.01, 703.01, 705.01, and 707.02.

The SRTA coordinates all safety related transportation improvements with their safety partners, including Caltrans and law enforcement agencies. This coordination improves the safety elements of each partner's planning processes, supports collaboration during implementation efforts, and ultimately improves safety-related performance measures.

4. **Livability/Sustainability** – MPOs should design and locate transportation infrastructure in a manner consistent with the following principles:

- Provide more transportation/mobility choices;
- Promote equitable, affordable housing;
- Enhance economic competitiveness;
- Support existing communities;
- Leverage Federal policies and investments; and
- Value communities and neighborhoods.

The SRTA is at the forefront among smaller MPO regions in the development of programs related to livability and sustainability. Prior efforts include the Shasta*FORWARD*>> Regional Blueprint (adopted February 2010). Results are used to inform the development of the region's Sustainable Communities Strategy (WE 701.07) pursuant to California Senate Bill 375. Extensive community outreach, data development, and the presentation of spatial analysis facilitate the inclusion of livability/sustainability objectives into the SRTA's various plans, programs, policies, and investment priorities.

5. **State of Good Repair** – MAP-21 places new emphasis on restoring and replacing aging transportation infrastructure with the goal of bringing all systems into a state of good repair.

The SRTA collects data and allocates funding as appropriate to ensure the longevity of existing transportation investments.

Federal Planning Factors:

The eight Federal Planning Factors (USC 23 Part 134(f) (MAP-21 section 1201(h)) are updated and issued as part of the federal transportation bill reauthorization process. Federal Planning Factors emphasize the national perspective.

1. MPOs should support the **economic vitality** of the metropolitan area, by enabling global competitiveness, productivity, and efficiency.

The SRTA understands that transportation is more than a convenience; it enables economic activity by connecting people, goods, services, and resources together for gainful employment and commerce. Responsive, flexible, and affordable transportation leads to increased productivity, income, property values, and tax revenues.

Accordingly, the SRTA has taken the lead in developing a 'North State Transportation for Economic Development Study' (WE 701.06 in 2012/13 OWP). This study will: a) inventory, organize, and share economic and transportation-related data, trends, and planning priorities, b) evaluate the responsiveness of regional transportation plans to existing and emerging economic activities, and c) quantify the economic impact of planned transportation improvements. Efforts aimed at implementing the report recommendations are included in WE 701.08.

2. MPOs should work to increase the **safety** of the transportation system for both motorized and non-motorized users.

The SRTA maintains collision databases to assist with inter-agency consultation and development of the State Highway Safety Plan (SHSP). Findings are used to plan and carry out a multi-faceted approach to improve the safety of motorized and non-motorized users, including engineering, enforcement, education, and/or emergency services solutions.

Safety considerations are incorporated throughout the OWP, including work elements 702.01, 703.01, 703.02, 705.01, and 707.02.

3. MPOs should work to increase the **security** of the transportation system for motorized and non-motorized users.

System security includes planning designed to prevent, manage, and/or respond to threats to transportation infrastructure and its users. The SRTA periodically evaluates system vulnerabilities and develops strategies to protect the transportation system from intentional harm and tampering. In many cases these efforts also improve the ability to respond to natural disasters. As with various other Federal Planning Factors, the SRTA's efforts are dispersed throughout various OWP work elements.

Notable activities include public transportation security measures (e.g. the use of video surveillance and vehicle location technology) and transportation infrastructure security (e.g. the use of intelligent transportation systems for system monitoring and public communication). Special studies having a transportation element – such as the Shasta County Hazard Mitigation Plan – are coordinated with system planning.

4. Increase the **accessibility and mobility of people and for freight.**

The SRTA's OWP is inclusive of all travel options and segments of the population. Through development of the RTP (WE 701.01), a full chapter is dedicated to each mode.

In addition, the SRTA routinely coordinates with affected stakeholders to identify the trends and emerging mobility needs of people and freight. The development and use of land use and travel demand modeling technology (WE 701.02), travel data collection (WE 701.11), ITS infrastructure applications (WE 705.01), incorporation of economic data (WE 701.08), expansion of performance measures (WE 701.01), and portions of various other work elements combine to inform and validate the decision making process.

5. Protect and enhance the **environment**, promote **energy conservation**, improve the **quality of life**, and promote **consistency between transportation improvements and State and local planned growth and economic development patterns**;

The SRTA's comprehensive planning process actively seeks to understand the relationship between the natural and built environment and integrate findings into planning and decision making processes. The SRTA has developed GIS-based spatial analysis tools and strategies designed to maximize the benefits of transportation infrastructure while minimizing or mitigating for any adverse impacts. These efforts are primarily associated with development of the Sustainable Communities Strategy (WE 701.07) and the travel demand model (WE 701.02).

With the advent of Regional Blueprint planning and the Sustainable Communities Strategy requirements, MPO planning efforts are becoming increasingly holistic. In addition to the development of technical tools and analysis, the SRTA must develop strong working relationships and establish communication channels with various local and state agencies. Although coordination efforts are dispersed throughout the OWP work elements, this work is by-and-large grouped under Meetings and Inter-jurisdictional Coordination (WE 704.01) and support for local agencies related to Sustainable Communities Strategy (WE 701.07).

6. Enhance the **integration and connectivity of the transportation system, across and between modes, for people and freight**;

The SRTA's planning process addresses the region's diverse transportation infrastructure as a single, interrelated system. The regional network must balance operational needs and fiscal constraints. The network must accommodate fluctuations in travel demand, adapt to economic ups-and-downs, and be resilient in the face of environmental impacts. This is accomplished by strengthening the linkages between modes and identifying and resolving occasional conflicts.

Specific efforts include enhanced travel demand modeling capabilities (WE 701.02) and the coordination of transit services (WE 706.02).

7. Promote **efficient system management and operation**; and

The SRTA relies on 'supply side' transportation infrastructure enhancements (e.g. lane expansion, interchange improvements, etc) and 'demand side' strategies (e.g. reduce single-occupancy vehicle trips and increase use of alternative travel modes) in order to meet the region's mobility needs. Demand side strategies employed in Shasta County include transit planning and coordination (WE 706.02, 706.03), bicycle and pedestrian programs (WE 703.01), ITS (WE 705.01), and land use (WE 701.07).

Demand side efforts have historically played a minor role in Shasta County. Such strategies will, however, become increasingly instrumental as parts of the county become more urbanized and as state and federal funding priorities evolve. With regard to conventional infrastructure-related strategies, the SRTA works with Caltrans to support cost-benefit analysis. Also, the region's travel demand model (WE 701.02) is utilized to evaluate the effectiveness of various infrastructure and non-infrastructure approaches.

8. Emphasize the **preservation of the existing transportation system**.

The SRTA and its partners work collaboratively to maximize transportation infrastructure life span and return-on-investment via system monitoring, performance tracking, and preservation activities. Well maintained infrastructure is less costly over the long run and helps insure system reliability.

PEAs and Federal Planning Factors are addressed throughout the OWP document. A summary overview (Table 2) provides an at-a-glance overview of how the SRTA's work elements correspond to PEAs and Federal Planning Factors.

FY 2013/14 REGIONAL PRIORITIES

Although the OWP is intended be a holistic and comprehensive document, each year there are several regional emphasis areas or targeted programs and/or policy directions relevant to current issues and challenges. Emphasis areas for FY 2013/14 are as follows:

1. Enhanced bicycle and pedestrian infrastructure, including connectivity between regional trails and urban network;
2. Integration of technical tools – including GIS spatial analysis and travel demand modeling – in regional planning and decision making processes;
3. Expansion of performance metrics pursuant to state and federal discretionary funding priorities;
4. Implementation of recently completed planning initiatives, including economic development and intelligent transportation systems (ITS);
5. Partner agency participation in Sustainable Communities Strategy planning and implementation; and
6. Improved correlation between state and federal priorities and local and regional activities.

Table 2: California Planning Emphasis Areas and Federal Planning Factors Addressed by OWP by Work Element

CALIFORNIA PLANNING EMPHASIS AREAS		701.01	701.02	701.06	701.07	701.08	701.09	701.11	702.01	702.02	703.01	704.01	704.04	705.01	705.02	706.02	707.01	707.02
1	Core functions	✓	✓						✓	✓		✓	✓					
2	Performance management	✓	✓					✓				✓						
3	Safety	✓	✓			✓		✓	✓		✓	✓		✓				✓
4	Livability/sustainability	✓		✓	✓	✓	✓		✓		✓	✓			✓	✓		✓
5	State of good repair	✓	✓			✓		✓	✓			✓		✓		✓		
FEDERAL PLANNING FACTORS		701.01	701.02	701.06	701.07	701.08	701.09	701.11	702.01	702.02	703.01	704.01	704.04	705.01	705.02	706.02	707.01	707.02
1	Support the economic vitality of the metropolitan area, especially enabling global competitiveness, productivity and efficiency	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓		
2	Increase the safety of the transportation system for motorized and non-motorized users	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓				✓	✓	✓
3	Increase the security of the transportation system for motorized and non-motorized users	✓	✓	✓								✓		✓				
4	Increase the accessibility and mobility options available to people and freight	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓
5	Protect and enhance the environment, promote energy conservation and improve quality of life	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓		✓	✓	✓		✓
6	Enhance the integration and connectivity of the transportation system across and between modes, for people and freight	✓	✓	✓	✓	✓					✓	✓	✓	✓	✓	✓	✓	
7	Promote efficient system management and operation	✓	✓	✓	✓	✓					✓	✓		✓	✓	✓		
8	Emphasize the preservation of the existing transportation system	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓		

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INFORMATION ELEMENT

The following matrix is a list of Caltrans District 2 transportation planning activities during this OWP cycle:

Information Element – Fiscal Year 2013/2014			
Activity Description	Product	Funding Source	Due Date
Assist SRTA staff with programming documents for MPO RTIP amendments	Shasta County RTIP	State & federal	Ongoing
Monitor OWP work progress. Process OWP invoices for payment, including grant progress	- Payment of invoices - Various grants	State & federal	Ongoing
System Management	- SR 273 TCR update - Other Shasta TCR updates - CTIS database - ITMS database	State & federal	FY 13/14 and ongoing
Shasta County Intelligent Transportation System (ITS) Architecture	Shasta County ITS Architecture Plan updates and amendments	State & federal	FY 13/14 and ongoing
Assist Shasta SRTA staff in outreach and participation by Native American Tribal Governments	Participation by Tribes in the transportation planning process	State & federal	As needed
Multi-modal planning coordination	- Aeronautics - Bicycle Plan - Transit planning - Pedestrian - ADA-accessibility - Complete Streets - SCS coordination	State & federal	Ongoing
Coordination with staff on miscellaneous transportation related issues	- Public Participation - Greenhouse Gas/ Air Quality - Intergovernmental review - Statewide Blueprint effort - California Transportation Plan	State & federal	Ongoing

HASTA COUNTY REGIONAL TRANSPORTATION PLANNING AGENCY - Summary of 2013/14 Overall Work Program Funding Requirements

Work Element	Description	FHWA PL 100%	Toll Credits 11.47%	FHWA Carryover 88.53%	FTA 5303 100%	FTA 5303 Carryover 88.53%	FTA 5304 88.53%	LTF 100%	PPM 100%	Prop 84 100%	In-Kind	North State Super Region 100%	Other/5311 & SRTS 100%	Total by Fund Source Proof
	* Utilize toll credit as match		Excluded from Totals											
701	System Planning	\$	\$	\$					\$ 218,640.70					\$ 218,640.70
1.010	Development of RTP	\$	\$	\$					\$ 7,921.32					\$ 7,921.32
1.020	Travel Demand Model	\$	\$	\$					\$ 61,138.86					\$ 61,138.86
1.06	Interagency & Policy Monitoring	\$	\$	\$					\$ 7,722.06					\$ 7,722.06
1.07	Sustainable Communities Prg (Ind 2)	\$	\$	\$					\$ 35,803.25					\$ 35,803.25
1.08	Freight & Goods Movement Planning	\$	\$	\$					\$ 1,562.12					\$ 1,562.12
01.09	AQ and Climate Adaptation	\$	\$	\$					\$ 10,350.69					\$ 10,350.69
01.11	HPMS	\$	\$	\$					\$ 19,534.87					\$ 19,534.87
	Total Work Element 701	\$	\$	\$					\$ 267,383.60	\$ 263,750.89				\$ 263,750.89
702	Work Program and Administration	\$	\$	\$										
02.01	Programming of TRPS	\$	\$	\$					\$ 75,798.71					\$ 75,798.71
02.02	OWP Budget & Administration	\$	\$	\$					\$ 156,897.05					\$ 156,897.05
	Total Work Element 702	\$	\$	\$					\$ 232,695.76					\$ 232,695.76
703	Non-Motorized	\$	\$	\$										
03.01	Night, Bike and Ped Facilities	\$	\$	\$					\$ 5,808.84					\$ 5,808.84
	Total Work Element 703	\$	\$	\$					\$ 5,808.84					\$ 5,808.84
704	Public and Agency Participation	\$	\$	\$										
4.01	SRTA Board & TAC Meetings	\$	\$	\$					\$ 77,295.85					\$ 77,295.85
4.04	Information Dissemination	\$	\$	\$					\$ 45,700.02					\$ 45,700.02
	Total Work Element 704	\$	\$	\$					\$ 122,995.87					\$ 122,995.87
705	Technology Applications	\$	\$	\$										
705.01	ITS Architecture Update	\$	\$	\$					\$ 33,243.12					\$ 33,243.12
705.02	GIS Applications	\$	\$	\$					\$ 83,450.91					\$ 83,450.91
	Total Work Element 705	\$	\$	\$					\$ 96,694.03					\$ 96,694.03
706	Transit Planning	\$	\$	\$										
6.02	Transit Planning & Coordination	\$	\$	\$					\$ 39,297.00					\$ 39,297.00
	Short-Range Transit Plan	\$	\$	\$					\$ 13,279.50					\$ 13,279.50
	Total Work Element 706	\$	\$	\$					\$ 52,576.50					\$ 52,576.50
707	Special Projects	\$	\$	\$										
7.01	Corridor Studies/Dev Review	\$	\$	\$					\$ 7,576.77					\$ 7,576.77
7.02	Safe Routes to School	\$	\$	\$										
	Total Work Element 707	\$	\$	\$					\$ 7,576.77					\$ 7,576.77
708	Manage Transportation Development Act	\$	\$	\$										
8.03	Management of TOD	\$	\$	\$					\$ 69,950.41					\$ 69,950.41
8.99	Unreimbursed Indirect	\$	\$	\$					\$ 21,330.66					\$ 21,330.66
	Total Work Element 708	\$	\$	\$					\$ 91,281.07					\$ 91,281.07
800	Other	\$	\$	\$										
1.01	Super Region	\$	\$	\$										
	Total Work Element 800	\$	\$	\$										
	Total of Budget by Fund Source	\$	\$	\$					\$ 550,346.32	\$ 63,124.72	\$ 220,042.98	\$ 17,706.00	\$ 52,576.50	\$ 1,851,856.13

SECTION 3 – WORK ELEMENTS

Work elements identify specific planning activities or tasks that are scheduled for completion during the term of the OWP. The SRTA has eight work element categories with sub-categories related to specific planning activities. Sub-category elements include:

- The objective or goal of the activity;
- The purpose of the activity;
- Identification of previous, ongoing or future work;
- A description of the activity or task;
- Activity products and schedules;
- A table of who will perform the work; and
- Identification of fund sources.

The following expenditure and budget summary provides the work element category, sub-category and funding type for this year's OWP.

Explanation of Work Tasks

A work element describes a single category of work such as: System Planning or Financial Planning and Programming.

A sub-element is a task within each major category such as: the Regional Travel Demand Model or Programming of Transportation Improvement Programs.

Tasks describe the specific work for each activity including, but not limited to:

- Previous accomplishments;
- Description of the task or activity;
- Task objectives;
- Steps to achieve objectives;
- New activities;
- Project product (if any); and
- A description and delivery schedule for any output or products developed within the task;
- Identification of entities responsible for the task; and
- Total cost and source of funds.

WORK ELEMENT 700.99**Indirect Cost Allocation Plan**Agency: **SRTA**Total Budget: **270,053.00****ESTIMATED EXPENDITURE AND ICAP SUPPORT: FY 2013/2014**

Services & Supplies		Total Expenditures			
				INDIRECT	
Shasta RTA	Amount (\$)				
Rent	\$ 36,700			\$ 36,700	
Utilities/Janitorial	\$ 7,200			\$ 7,200	
Communication	\$ 7,200			\$ 7,200	
Depreciation	\$ 21,000			\$ 21,000	
Public Notices/Advertising	\$ 1,100			\$ 1,100	
Office Supplies	\$ 9,000			\$ 9,000	
Computer Support	\$ 14,000			\$ 14,000	
Dues/Subscriptions	\$ 3,300			\$ 3,300	
Postage	\$ 1,100			\$ 1,100	
Miscellaneous	\$ 2,000			\$ 2,000	
Repairs and Maintenance	\$ 5,500			\$ 5,500	
Travel	\$ 2,000			\$ 2,000	
Software	\$ 2,500			\$ 2,500	
Insurance	\$ 14,000			\$ 14,000	
Audit Services	\$ 6,000			\$ 6,000	
Legal Services	\$ 5,000			\$ 5,000	
Personnel Services	\$ 19,500			\$ 19,500	
Memberships	\$ 1,700			\$ 1,700	
Conference/training	\$ 1,000			\$ 1,000	
Sub Total	\$ 159,800			\$ 159,800	
INDIRECT SALARIES & BENEFITS					
NOTE - General Administration, office functions and allocable staff costs not directly attributable to specific work elements (Per ICAP filing)					
	\$ 110,253			\$ 110,253	
TOTAL INDIRECT COSTS	\$ 270,053			\$ 270,053	
TOTAL	\$ 270,053			\$ 270,053	

Previous Accomplishments

SRTA was hosted by the County of Shasta since its inception. Based on SRTA Board action on February 28, 2012, SRTA transitioned to a fully independent agency starting July 1, 2012. A new office was acquired as well as all tools and resources needed to effectively manage the agency's work program. Per Caltrans request, an indirect cost allocation plan and indirect cost rate proposal was generated and approved for FY 2012/13.

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: Up-to-date FY 2013/14 ICAP			
Task/Activity		Resp. Agency	Schedule
1	Pay 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

Agency: SRTA

Total Budget: \$ 218,641

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013/14

EXPENDITURES			Revenue by Fund Source (\$)			
Staff Allocations and Funding Requirements						
	Direct	Indirect		PPM		
Shasta RTA						
Personnel	\$ 62,951	\$ 30,690		\$ 93,640.70		
Services & Supplies						
Consultant Services	\$ 125,000	\$ -		\$ 125,000.00		
TOTAL	\$ 187,951	\$ 30,690		\$ 218,640.70		

Previous Accomplishments

The RTP was last updated in 2010. Consultant services for the the 2015 RTP Environmental Impact Report (EIR) are being secured in 2012/13. A complete streets policy was drafted. The Sustainable Communities Strategy (SCS) element continues to be developed.

Objective

The RTP is the overarching vision and guidance document for the development and maintenance of the regional transportation system. The RTP communicates the region's transportation-related goals, policies, objectives, and the actions by which these are to be accomplished. The plan must be realistic and within the region's fiscal constraints. Upon implementation, the RTP is intended to provide a safe, balanced, and cost-effective transportation network that complements other regional goals. Performance metrics are needed for goal-setting and to measure progress toward regional, state, and federal priorities.

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 updated every five years. Since the last update of the RTP, several new requirements and planning considerations have been introduced and must be incorporated into the 2015 RTP -- most notably the addition of a Sustainable Communities Strategy (SCS) pursuant to Senate Bill 375 (see WE 701.07). Consultant services are needed for completion of the RTP EIR and for geographic information systems (GIS) work related to performance measure.

Product 1: Regional Goals and Priorities Setting

The RTP is updated at each cycle to reflect changing growth and development patterns, demographic trends, economic activity, transportation funding, environmental regulations, and other such variables. Although the RTP is primarily concerned with matters specific to Shasta County, the RTP also addresses California Planning Emphasis Areas and Federal Planning Factors.

Task/Activity	Resp. Agency	Schedule
1.1 Prepare and present RTP priority setting opportunities to the board of directors. Receive and respond to direction regarding 2015 RTP goals, issues, objectives, policies, and actions, including California Planning Emphasis Areas and Federal Planning Factors.	SRTA	Sept - June
1.2 Monitor state and federal legislation and guidance that is directly related to or otherwise impacts RTP planning and implementation.		Jul - June

Product 2: RTP Environmental Impact Report (EIR)

Pursuant to the California Environmental Quality Act (CEQA), the agency is required to consider the potential environmental impacts of the RTP. Detailed requirements guide how this is to be accomplished.

Task/Activity	Resp. Agency	Schedule
2.1 Execute EIR consultant contract and provide project guidance and fiscal oversight	SRTA	Jul - June
2.2 Perform RTP EIR consistent with state law	Consultant	Jul - June (and into next FY)
2.3 Public outreach, including hardcopy and electronic distribution of draft EIR and public hearings. Review and respond to public comment.	SRTA	Dec - Jun (and into next FY)
2.4 Finalize RTP EIR and obtain Board of Directors approval.	SRTA	

Product 3: RTP Performance Measures			
The number and diversity of performance measures has grown exponentially in recent years. Historically, the Shasta County RTP has focused on system efficiency and operational measures versus those that measure the impact of the transportation system on quality of life, social equity, public health, economic development, and other such areas of concern. There has been a strong push to establish a manageable set of common metrics and standardized methodology across the state.			
Task/Activity		Resp. Agency	Schedule
3.1	Participate in 'Statewide Performance Monitoring Indicators Technical Group' and technical advisory for the 'California Regional Progress Report'	SRTA	Jul - June
3.2	Determine performance measures and methodology; collect necessary data and generate new data as needed; calculate performance measures.	SRTA and Consultant	Jul - June
3.3	Prepare and upload performance metric outputs to the 'FarNorCalGIS' regional server for internet viewing		Mar - June
Product 4: Interagency Review and Transportation Project Identification and Prioritization			
Many agencies are involved in the development, review, and approval of the RTP. Information exchange and coordination is required to ensure an integrated, comprehensive plan.			
Task/Activity		Resp. Agency	Schedule
4.1	Develop policy and guidance document for nominating projects of regional interest.	SRTA	Jul - Dec
4.2	Administer call-for-projects, project selection, and prioritization process.		Mar - Jun
4.3	Exchange information, technical/modeling methodology, and results with California Air Resources Board (ARB). Obtain acceptance of SCS.		Apr - Jun
4.4	Consultation and exchange with FTA, Caltrans, FHWA		Jul - June
Product 5: Draft 2015 RTP			
In preparation for formal adoption in late 2014, a draft RTP shall be prepared for review by the board of directors, partner agencies, community stakeholder groups, and the general public. Although viewed as a holistic, integrated plan, the following tasks have been broken out for project management purposes.			
Task/Activity		Resp. Agency	Schedule
5.1	Collect and incorporate updated data, including Census 2010	SRTA	Jul - June
5.2	Review and update RTP as appropriate for internal consistency with sustainable communities strategy (WE 701.07), complete streets/Smart Mobility Framework, new projects, changes in services, legal requirements, and financial resources		Jul - June
5.3	Add updated performance measures and integrate with goals, issues, objectives, policies, and actions		Jul - June
5.4	Update all maps and exhibits; expand as appropriate		Jul - June
5.5	Develop and assess Transportation Strategy Alternatives		Jul - June

Agency: SRTA Total Budget: \$ 69,061

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013/14

EXPENDITURES			Revenue by Fund Source (\$)			
Staff Allocations and Funding Requirements						
			88.53%	11.47%		
Shasta RTA	Direct	Indirect	FHWA PL Carryover	PPM		
Personnel	\$ 19,200.62	\$ 9,360.55	\$ 25,285.21	\$ 3,275.97		
Services & Supplies (Cube software license)	\$ 3,000.00		\$ 2,655.90	\$ 344.10		
Consultant Services (Dowling)	\$ 7,500.00		\$ 6,639.75	\$ 860.25		
Consultant Services (DKS)	\$ 30,000.00		\$ 26,559.00	\$ 3,441.00		
TOTAL	\$ 59,700.62	\$ 9,360.55	\$ 61,139.86	7,921.32		
Previous Accomplishments						
SRTA's four-step regional travel demand model (TDM) was released November 2011. A new activity-based TDM model was developed and will be adopted pending technical validation. The existing four-step model is concurrently being maintained as a back-up during this interim period. The Shasta Model Users Group (SMUG) was retained to inform the ongoing development of travel demand modeling efforts and to ensure regionwide acceptance.						
Objective						
To forecast future regional travel demand and to measure the impact of planned transportation system enhancements.						
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 Guidelines. Chapter 3.2 of the 2010 California RTP Guidelines also specifies certain capabilities for medium-sized MPOs. The TDM fills these requirements. The TDM 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. The TDM informs decision makers as to the location and timing of improvements needed to maintain adequate level of service. Outputs 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. The TDM requires specialized software and extensive input data, including household travel surveys, socio-economic demographics, and parcel-level land use characteristics. TDM post-processing routines are required for procedures not found in the Shasta County TDM, such as calculations of mobile source emissions.						
Product 1: Four-Step Travel Demand Model						
SRTA has maintained a traditional four-step travel demand forecast model for almost two decades. While this model has served the region well, advances in modeling and evolving federal/state expectations have prompted the agency to develop a more robust and flexible model. The agency's 4-step model will be maintained concurrently until the new activity-based TDM is fully vetted, adopted, and validated through real world application. The four-step model is the official adopted TDM until such time and will be used to review and evaluate project requests regarding traffic impact study results. Consultant work for the four-step model provided under contract with Dowling Associates. The four-step model will be phased out once the activity-based model is adopted and fully validated.						
Task/Activity				Resp. Agency	Schedule	
1.1	Maintain contract with Dowling Associates			Consultant	Jul-Dec	
1.2	Review and evaluate project proposals upon request (Dowling Associates)			Consultant	Jul-Dec	
Product 2: Adopt Activity-Based Travel Demand Model						
An activity-based travel simulation model assists the agency in conducting travel demand forecasting, evaluating land use impacts on transportation, assisting scenario development for the SCS/RTP/EIR, and is used in the development and monitoring of regional performance measures. Consultant work for the activity based model provided under contract with DKS Associates.						
Task/Activity				Resp. Agency	Schedule	
2.1	Adopt activity based travel demand model			SRTA	Sep-Dec	
2.2	Complete technical development of the activity-based TDM pursuant to consultant contract with DKS Associates			Consultant	Jul - Dec	
2.3	Conduct RTP scenario analyses (DKS Associates)			Consultant and SRTA	Dec-June	
Product 3: Apply, Manage, and Update Activity-Based Travel Demand Model						
The TDM is a snapshot in time that must be regularly maintained and refined. Comprehensive updates are performed under consultant contract and reviewed by staff. The updates are necessary to periodically address local needs, technological improvements, or changes in regional/local forecasts, new land uses, and/or transportation infrastructure.						
Task/Activity				Resp. Agency	Schedule	
3.1	Review development proposals on request			SRTA and Consultant	Dec-June	
3.2	Routinely update and refine the model including: actual and scheduled network changes, traffic count data, actual and future land use assumptions, speed limits, population growth, and other inputs as needed.				Jul-June	
3.3	Manage a regionally representative technical advisory committee, known as the Shasta Model Users Group (SMUG)			SRTA	Bi-annually	
3.4	Staff training required for model operation and updates.			SRTA and Consultant	As needed	

WORK ELEMENT 701.06**Interagency Coordination & Transportation Policy Monitoring**

Agency: SRTA

Total Budget: \$ 67,324

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013/14

EXPENDITURES			Revenue by Fund Source (\$)			
Staff Allocations and Funding Requirements						
				11.47%		
Shasta RTA	Direct	Indirect	FHWA PL	Toll		
Personnel	\$ 41,898.13	\$ 20,425.88	\$ 62,324.00	\$ 7,148.56		
Services & Supplies	\$ 5,000.00		\$ 5,000.00	\$ 573.50		
Consultant Services						
TOTAL	\$ 46,898.13	\$ 20,425.88	\$ 67,324.00	\$ 7,722.06	\$ -	\$ -

Previous Accomplishments

Reviewed and commented on draft legislation. Participated on various regional and state-led workgroups related to new and modified planning requirements, development of technical planning tools, and sharing of best practices.

Objective

To ensure the agency's planning processes and tools are up-to-date, reflect the best practices, and are consistent with state and federal priorities and emphasis areas. Also, to help ensure state and federal legislation and policy are in the best interest of the region.

Discussion

The executive director or his designee communicates and meets with regional, state, and federal entities with regard to existing and emerging legislation and general policy direction related to transportation. Information gained from meeting attendance is conveyed to the SRTA Board of Directors either by communication or presented at the regularly scheduled board meetings.

Product 1: Transportation Policy Management

State and federal laws, policies, and funding largely determine the timing and manner in which the agency's programs are implemented. This planning and funding landscape is constantly changing, requiring constant communication, monitoring, and participation in various agency meetings and work groups.

Task/Activity		Resp. Agency	Schedule
1.1	Monitor state and federal legislative, policy, and funding changes to determine impact to the agency and its programs.	SRTA	Jul-June
1.2	Summarize and report key issues to the board of directors and other regional stakeholders as appropriate		Jul-June

Product 2: Interagency Meetings & Coordination

The execution and ongoing development of the agency's annual work program requires the routine exchange of information with partner agencies. Many issues, needs, and programs cross jurisdictional boundaries; this task is intended to reduce 'silos' of effort and resources.

Task/Activity		Resp. Agency	Schedule
2.1	Sponsor or attend various meetings to advance agency policies and programs, including: Caltrans District 2 Rural Counties Task Force meetings, California Transportation Commission, local jurisdiction council/board meetings, transit board meetings, tribal government meetings, State/MPO workgroup meetings, California Transportation Plan 2040 Policy Advisory Committee, and/or similar such meetings	SRTA	Jul-June
2.2	Summarize and circulate information as appropriate with regional stakeholders		Jul-June
2.3	Develop new coordination efforts to seek funding and find other solutions to shared problems and issues where jointly developed solutions might provide mutual benefit at reduced cost, time, and/or level of effort. As appropriate, pursue interagency agreements and memorandum of understanding		Jul-June

Agency: SRTA

Total Budget:

\$ 329,961

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013/14

EXPENDITURES			Revenue by Fund Source (\$)		
Staff Allocations and Funding Requirements					
Shasta RTA	Direct	Indirect	PPM	Prop 84	
Personnel	\$ 26,696.12	\$ 13,014.70	\$ 13,014.70	\$ 26,696.12	
Services & Supplies					
Consultant Services	\$ 135,250.00		\$ 17,155.23	\$ 118,094.77	
Redding					
Personnel	\$ 52,500.00		\$ -	\$ 52,500.00	
Anderson					
Personnel	\$ 3,000.00		\$ 3,000.00		
Shasta Lake					
Personnel	\$ 96,500.00		\$ -	\$ 96,500.00	
Shasta County					
Personnel	\$ 3,000.00		\$ 3,000.00	\$ -	
TOTAL	\$ 316,946.12	\$ 13,014.70	\$ 36,169.93	\$ 293,790.89	
Previous Accomplishments					
Developed regional greenhouse gas emission reduction target recommendations and received ARB approval. Completed Prop 84 Round 1 Sustainable Communities scope of work, including development of GIS data, spatial analysis tools, and regional GIS platform in order to inform the Sustainable Communities Strategy (SCS) planning process. Developed an activity-based travel demand model to better measure the impacts of local and regional land use and transportation strategies.					
Objective					
Develop and obtain regionwide approval of a Sustainable Communities Strategy (SCS) and incorporate the SCS into the 2015 RTP. If necessary, develop an Alternative Planning Strategy (APS) demonstrating how the region would meet regional greenhouse emissions target without fiscal, or other, constraints.					
Discussion					
SB 375 requires all metropolitan planning organizations in California to develop an SCS. An SCS is a regional land use and transportation plan aimed at reducing greenhouse gas emissions (GHG) from cars and light trucks sufficient to meet regional targets set by the California Air Resources Board (CARB) (23 CFR 450.300 (a)). The SCS must be incorporated into the 2015 RTP. The SCS process will result in locally identified 'strategic growth areas'. These will be used to focus coordinated land use/transportation strategies and measure for reduced per capita vehicles miles traveled (VMT) and associated greenhouse gas emissions. An unconstrained alternative planning strategy may be needed if the adopted SCS does not meet the region's GHG emissions reduction target. This project is scheduled for completion by August 17, 2014. Note: This WE is limited to those tasks outlined in the grant-funded scope of work; the adoption and subsequent integration of the SCS into the RTP process is provided for under WE 701.01. Consultant services are provided under contract with VESTRA Resources and subconsultant BAE. DKS Associates also contributes toward travel demand modeling tasks.					
Product 1: Development Capacity Assessment for Priority Growth Areas (PGAs)					
Task/Activity			Resp. Agency	Schedule	
1.1	Assemble transportation, infrastructure, and land use GIS data within PGAs		Consultant (VESTRA)	Jul - Jun	
1.2	Determine maximum transportation and infrastructure system capacities		Consultant (DKS) and Redding		
1.3	Identify cost-effective opportunities to increase infrastructure capacities		Local agencies w/ consultant support (BAE)		
1.4	Identify appropriate development intensity, land use, and transportation investment strategies		Local agencies w/ consultant support (BAE)		
1.5	For select demonstration area, generate visualizations depicting the scalable integration of infill, redevelopment, and transportation investments		VESTRA		
Product 2: Identification and Market Analysis of Vacant and Underutilized Parcels					
Task/Activity			Resp. Agency	Schedule	
2.1	Identify the land use needs and characteristics required by forecast development		Consultant (BAE)	Jul - Jun	
2.2	Develop parcel-level real estate market report for the existing urban area, focusing on select community centers				
2.3	Assess infill and redevelopment opportunities and potential VMT and GHG emission				
2.4	Identify local agency opportunities and role in facilitating infill and redevelopment				

Product 3:	Develop and Administer Sustainable Development Incentive Program		
Task/Activity		Resp. Agency	Schedule
3.1	Develop Sustainable Development Incentive Program Guidelines & Evaluation	SRTA and local agencies	Jul - Jun
3.2	Prepare and distribute request for concept proposals		
3.3	Evaluate proposals and adminster incentives		
Product 4:	Develop Sustainability-Related Performance Indicators		
Task/Activity		Resp. Agency	Schedule
4.1	Identify and develop performance indicator methodology	SRTA and consultant (VESTRA)	Jul - Jun
4.2	Apply performance indicators		
4.3	Determine GHG emissions impact of planned local and regional transportation improvements and major new policies		
4.4	Prepare performance indicators for upload to the regional GIS server and online		
Product 5:	Recreational Trails to Urban Network Plan and Demonstration Project		
Task/Activity		Resp. Agency	Schedule
5.1	Develop a Recreational Trails to Urban Network Connections Plan	SRTA	Jul - Jun
5.2	Create a non-motorized network for travel demand modeling	VESTRA	
5.3	Test the benefit of network connections via travel demand model	Consultant (DKS)	
5.4	Perform conceptual design and redering for a select high-profile location	Consultant (VESTRA)	
Product 6:	FarNorCalGIS Internet Homepage and Map Viewer		
Task/Activity		Resp. Agency	Schedule
6.1	Plan and host multi-agency technical workgroup meetings	SRTA	Jul - Jun
6.2	Design and programming of 'FarNorCalGIS' internet homepage and online map	SRTA	
Product 7:	City of Redding Infrastructure Modeling Tool and Technical Support		
Task/Activity		Resp. Agency	Schedule
7.1	Develop automated GIS tools with manual assesment of approximately 25% of study area parcels	City of Redding	Jul - Jun
7.2	Add results to parcel map shape file with ranking for ability to provide water and sewer service		
7.3	Advise neighboring jurisdictions with regard to adapting infrastructure modeling too for analysis for local use		
Product 8:	City of Shasta Lake - Update Applicable Local Plan Elements		
Task/Activity		Resp. Agency	Schedule
8.1	Update City of Shasta Lake General Plan chapters for Land Use, Circulation, and Conservation & Open Space	City of Shasta Lake w/ consultant support	Jul - Jun
8.2	Evaluate infill/redevelopment barriers		
Product 9:	SRTA Administration and Project Management		
Task/Activity		Resp. Agency	Schedule
9.1	Executive oversight and communications	SRTA	Jul - Jun
9.2	Day-to-day project management		
9.3	Fiscal management, invoicing, consultant contracting, and quarterly reporting		

WORK ELEMENT 701.08**Freight & Goods Movement**

Agency: SRTA

Total Budget: \$ 40,555

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013/14

EXPENDITURES			Revenue by Fund Source (\$)			
Staff Allocations and Funding Requirements						
			88.53%	11.47%		
Shasta RTA	Direct	Indirect	FHWA PL C/O	PPM		
Personnel	\$ 25,919.04	\$ 12,635.86	\$ 34,132.65	\$ 4,422.25		
Services & Supplies	\$ 1,000.00		\$ 885.30	\$ 114.70		
Consultant Services	\$ 1,000.00		\$ 885.30	\$ 114.70		
TOTAL	\$ 27,919.04	\$ 12,635.86	\$ 35,903.25	\$ 4,651.65	\$ -	\$ -

Previous Accomplishments

Existing freight and goods movement data collected via North State Transportation for Economic Development Study.

Objective

To improve the efficiency and reliability of freight and goods movement.

Discussion

The ability to efficiently move freight/goods within and between regions is critical to the mobility and economic vitality of the region, the state and the nation. The movement of freight and goods greatly impacts the level of service found on state routes and Interstate 5. Freight and goods movement also affects local communities and the environment, include increased traffic, diesel particulate emissions. Some shipments, including the movement of agricultural products, require short but intense episodes of demand on surface transportation. A broad range of users and travel patterns must be considered in the planning process. Tasks this fiscal year are intended to better establish a coordinated program that can be built upon over time.

Product 1: Address needs identified in the North State Transportation for Economic Development Study (NSTEDS)

Recommended packages of projects and strategies stemming from the NSTEDS study require implementation

Task/Activity		Resp. Agency	Schedule
1.1	Prioritize and work toward resolving data gaps for freight and goods movement	SRTA	Jun - Jul
1.2	Meet regularly with economic development stakeholders to ensure regional plans and projects are coordinated with freight and goods movement stakeholders		Jun - Jul
1.3	Establish contacts and communication protocols with freight and goods movement industry entities representing the North State, including trucking, rail, and air modes		Jun - Jul
1.4	Participate on California Freight Advisory Committee (CFAC)		Jun - Jul
1.5	Perform research regarding various west coast corridor studies and participate in related informational/training opportunities (webinars, etc.)		Jun - Jul

Agency: SRTA

Total Budget: \$ 13,619

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013/14

EXPENDITURES			Revenue by Fund Source (\$)			
Staff Allocations and Funding Requirements						
				11.47%		
Shasta RTA	Direct	Indirect	FHWA PL	TOLL		
Personnel	\$ 9,155.66	\$ 4,463.50	\$ 13,619.17	\$ 1,562.12		
Services & Supplies						
Consultant Services						
TOTAL	\$ 9,155.66	\$ 4,463.50	\$ 13,619.17	\$ 1,562.12	-	-

Previous Accomplishments

Participated and contributed transportation modeling and related emissions data toward the Shasta County Regional Climate Action Plan. Participated in the Western Shasta Resource Conservation District's Shasta County Climate Adaptation Plan. Communication with Shasta Air Quality Management District (AQMD), reviewed AQMD board agendas, and attended board meetings as needed.

Objective

To monitor harmful air emissions in Shasta County and maintain a level less than the maximum state and federal health standards.

Discussion

The agency must monitor and make necessary preparations should Shasta County be designated a non-attainment area for federal air quality standards (CFR 23 450.306 (a)). In addition, Caltrans' recently released 'Addressing Climate Change Adaptation in Regional Transportation Plans - A Guide for California MPOs and RTPAs' is available.

Product 1: Regional Air Quality Management

Transportation is the single largest source of emissions in California, requiring monitoring, performance measuring, and planning coordination with Shasta County AQMD, Caltrans, and the California Air Resources Board (ARB).

Task/Activity	Resp. Agency	Schedule
1.1 Interagency coordination, including participation in Shasta County Air Quality Management District (AQMD) and Caltrans meetings	SRTA	Jul - Jun
1.2 Monitor federal air quality reports and related state/federal legislation - take action as appropriate in the interest of the region		Jul - Jun

Product 2: Apply EMFAC Post-processing

The California Air Resources Board develops and 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.

Task/Activity	Resp. Agency	Schedule
2.1 Utilize new web-based training format to train SRTA staff on use of the EMFAC 2011 model	SRTA	Jul - March
2.2 Participate in statewide EMFAC model update workgroups and provide input as needed		Jul - March
2.3 Integrate updated releases of EMFAC model with SRTA travel demand model.		Nov - Feb

Product 3: Incorporate Climate Adaptation Guidance into Planning Processes

'Addressing Climate Change Adaptation in Regional Transportation Plans - A Guide for California MPOs and RTPAs' was recently released. A similar effort was also recently developed by the Western Shasta Resource Conservation District. Findings and recommendations relevant to Shasta County should be incorporated into the planning process.

Task/Activity	Resp. Agency	Schedule
3.1 Review and incorporate latest guidance and best practices with regard to climate adaptation into RTP and other plans/programs as appropriate.	SRTA	Jul - Jun

Agency: SRTA Total Budget: \$ 89,370

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013/14

EXPENDITURES			Revenue by Fund Source (\$)			
Staff Allocations and Funding Requirements						
			11.47%			
	Direct	Indirect	FHWA PL	Toll Credits		
Shasta RTA						
Personnel	\$ 946.26	\$ 461.32	\$ 1,407.58	\$ 161.45		
Services & Supplies						
Consultant Services						
City of Anderson						
Personnel	\$ 2,400.00		\$ 2,400.00	\$ 275.28		
Services & Supplies						
Consultant Services	\$ 12,000.00		\$ 12,000.00	\$ 1,376.40		
City of Redding						
Personnel	\$ 47,162.00		\$ 47,162.00	\$ 5,409.48		
Services & Supplies						
Consultant Services						
City of Shasta Lake						
Personnel	\$ 2,400.00		\$ 2,400.00	\$ 275.28		
Services & Supplies						
Consultant Services	\$ 12,000.00		\$ 12,000.00	\$ 1,376.40		
Shasta County						
Personnel	\$ 12,000.00		\$ 12,000.00	\$ 1,376.40		
Services & Supplies						
Consultant Services						
TOTAL	\$ 88,908.26	\$ 461.32	\$ 89,369.58	\$ 10,250.69		
Previous Accomplishments						
Upon request of Caltrans, SRTA has submitted traffic count data aggregated from local agencies for HPMS reporting.						
Objective						
To coordinate work activities with local agencies in the collection of local road data, and in support of Caltrans, for the annual reporting of data to the national Highway Performance Monitoring System (HPMS) as required under the following Federal codes: EPA Section 187; 23 CFR 420.105(b); 23 CFR 460.3(b); 23 CFR 500.204(b); and 40 CFR 93.122(b)(3)						
Discussion						
The Highway Performance Monitoring System (HPMS) is a federally mandated national program that provides information on the extent, condition, performance, use and operating characteristics of the nation's highways. All roads open to public travel are reported in HPMS including federal, state, county, city and privately owned roads, regardless of ownership. Annually, as part of the HPMS process, Caltrans requests data from all MPOs and local agencies about the status of their local road system through specific information collected at HPMS count locations. Details regarding this information are provided on the Caltrans HPMS website (http://www.dot.ca.gov/hq/tsip/hpms/) and in their HPMS - Instructions for Updates, Including the HPMS Data Items (March 2011). This task provides for staff and resources needed to conduct and provide annual updates for local streets and roads. Approximately 1/3 of all count locations are surveyed per year. Actual monitoring is conducted by the cities of Anderson, Redding and Shasta Lake, and Shasta County. SRTA staff is responsible for coordinating with local agencies and Caltrans and providing the annual update.						
Product 1: Local Agency HPMS Data Gathering and Reporting to SRTA						
Task/Activity				Resp. Agency	Schedule	
1.1	Local Agencies Traffic Operation Coordination meetings held every other Tuesday - 26 meetings are held during the fiscal year			Shasta County and cities of Anderson, Redding, and Shasta Lake	2x/mo	
1.2	Prepare federal HPMS reports and select link counts for validation of TDM. Send to Caltrans and SRTA				Jan-May	
1.3	Maintain collision databases for consultations and development of Strategic Highway Safety Plan (SHSP). Access traffic collision reports and SWITRS for identification of potential collision patterns					
1.4	Perform initial collision report review. Segregate serious injury and fatal collisions for further review				Jul-June	
1.5	Conduct field reviews and prepare collision assessment reports for serious injury and fatal collisions				Jul-June	
1.6	Import SWITRS data into Crossroads Collision Database software				Jul-June	
1.7	Use Crossroads software to produce GIS shape files for use in collision history maps.				Jul-June	
1.8	Utilize collision history maps as an aid in assessing potential collision patterns				Jul-June	

Product 2: Federal Highway Performance Monitoring System (HPMS) Reporting to Caltrans			
Caltrans annually requests information from the State MPOs and local agencies in support of HPMS reporting. These include all principal arterials and a sampling of minor arterials and collector streets. SRTA staff compile information per instructions provided by Caltrans annually and submit the report to Caltrans Headquarters.			
Task/Activity			Schedule
2.1	Receive and review minutes from Traffic Operation Coordination meetings and respond/follow-up as necessary	SRTA	Monthly
2.2	Gain and review daily and peak-hour traffic and other required information on HPMS local streets and roads selected links from local agencies.		Jul-June
2.3	Update the HPMS database and submit required HPMS information to Caltrans annually.		Feb-May
2.4	Prepare HPMS select link counts for validation of TDM.		Feb-Jun

WORK ELEMENT 702.01**Programming of Transportation Improvement Programs (TIPS)**

Agency: SRTA

Total Budget: \$ 75,799

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013/14

EXPENDITURES			Revenue by Fund Source (\$)			
Staff Allocations and Funding Requirements				11.47%		
Shasta RTA	Direct	Indirect	FHWA PL	TOLL		
Personnel	\$ 50,956.68	\$ 24,842.04	\$ 75,798.71	\$ 8,694.11		
Services & Supplies						
Consultant Services						
TOTAL	\$ 50,956.68	\$ 24,842.04	\$ 75,798.71	\$ 8,694.11		

Previous Accomplishments

In 2012/13, prepared FTIP amendments and maintained and updated California Transportation Improvement Program System (CTIPS).

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 short-range program of transportation improvements based on long-range transportation plans (23 USC Section 134 (c)(j)) and (23 CFR 450.324). An FTIP covers five years and is updated every two years. TIPS are designed to achieve RTP goals and objectives via transportation spending, operations, and management. The FTIP insures that these activities are carried out in cooperation with federal, state, local and tribal governments, transit agencies, stakeholders and the general public. Development of these programs adhere to the adopted Public Participation Plan. The RTIP is a five-year program of projects using State Transportation Improvement Program funds. The RTIP is updated by the SRTA Board of Directors every two years. RTIP projects are then approved as part of the STIP by the CTC. SRTA also prepared a Metropolitan Improvement Program (MIP) which contains an unconstrained list of high priority regional and local projects. The RTIP is a five-year program of projects using State Transportation Improvement Program funds. The RTIP is updated by the SRTA Board of Directors every two years. RTIP projects are then approved as part of the STIP by the CTC. SRTA also prepared a Metropolitan Improvement Program (MIP) which contains an unconstrained list of high priority regional and local projects.

Product 1: Begin Preparation of FTIP (due August 2014)

Task/Activity	Resp. Agency	Schedule
1.1 Begin Preparation of FTIP	SRTA	May

Product 2: Amendments to 2013 FTIP

The 2013 FTIP was adopted June 2012. Amendments are routinely needed to reflect changes to federal programs and transportation funding levels. Amendments are reviewed for consistency with the RTP and fiscal constraints and submitted to the funding agencies for approval. In 2012/13, twenty amendments were required. Amendments may be needed at each regularly scheduled board meeting.

Task/Activity	Resp. Agency	Schedule
2.1 Staff receives a change request from a jurisdiction, the funding agency, or the California Federal Programming Group (CFPG)		Regularly monitored and addressed as needed
2.2 CTIPS projects are identified for change, modified descriptions and funding type		
2.3 Board adoption of amendments, including preparation/completion of staff reports, resolutions, and public noticing		
2.4 The formal resolution and all documents required to process the amendment are submitted to the FHWA/FTA and posted online		
2.5 Administrative amendments as required by the CFPG, including a cover memo describing the amendment and the CTIPS page		

Product 3: Prepare 2013 RTIP and submit for approval in STIP

Staff attends CFPG meetings and training sessions to understand and comply with all federal/state guidelines.

Task/Activity	Resp. Agency	Schedule
3.1 Attend CTC meetings	SRTA	Bi-monthly
3.2 Review STIP fund estimate and CTC guidelines		
3.3 Conduct board of director's RTIP workshop and set initial priorities.		Jul - Jun
3.4 Meet with local agencies to determine projects		
3.5 Adopt 2013 RTIP		Dec
3.6 Coordinate with CTC and monitor for inclusion in STIP		
3.7 Manage allocations and timely use of funds		Jul - Jun

Product 4: California Federal Programming Group Meetings			
Staff attends CFPG meetings and training sessions to understand and comply with all federal/state guidelines.			
Task/Activity		Resp. Agency	Schedule
4.1	Attend CFPG meetings	SRTA	Bi-monthly
Product 5: Update Metropolitan Improvement Program			
Task/Activity		Resp. Agency	Schedule
5.1	Utilizing information from FTIP and STIP, update the Metropolitan Improvement Program	SRTA	
5.2	Prepare and submit to Board of Directors for approval		June 2014
5.3	Coordinate projects with RTP		

Agency: SRTA

Total Budget: \$ 156,897

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013/14

EXPENDITURES			Revenue by Fund Source (\$)		
Staff Allocations and Funding Requirements					
				11.47%	
Shasta RTA	Direct	Indirect	FHWA PL	TOLL	
Personnel	\$ 105,476.03	\$ 51,420.92	\$ 156,897.05	17,996.09	
Services & Supplies					
Consultant Services					
TOTAL	\$ 105,476.03	\$ 51,420.92	\$ 156,897.05	17,996.09	

Previous Accomplishments

Previous years' OWP and budgets prepared and adopted. Prepared and submitted required quarterly reporting, 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. Developed and adopted multiple regulations and policies for the newly independent agency. Maintained and used a full-cost accounting system for fiscal management of US DOT funds.

Objective

To develop and administer a comprehensive, coordinated work plan of projects and programs, and to connect these efforts to the regional transportation plan, California Planning Emphasis Areas, and Federal Planning Factors. To prepare and adopt an agency budget, annual ICAP rate, and goals, policies, and objectives for the operation of the MPO.

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. 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; time frames for completing the work; and the associated cost/source of funds. SRTA accepts, oversees, and monitors state and federal funding for implementation of the OWP and is therefore required to establish policies and procedures to meet DOT regulations, while also establishing cooperative agreements with partner agencies to jointly undertake work within the OWP.

Product 1: 2013/14 OWP and Budget Management

Management of the OWP encompasses internal direction and oversight of staff activities and preparation of materials for the board and its committees.

Task/Activity	Resp. Agency	Schedule
1.1 Review local jurisdictions submissions and MPO expenses for reimbursement.	SRTA	Monthly
1.2 Manage OWP revenue and expenses in cost accounting system.		Monthly
1.3 Reconcile monthly revenue and expenses to general ledger and cost accounting system.		Monthly
1.4 Prepare, monitor, and amend budget.		Monthly
1.5 Prepare quarterly progress reports and request for reimbursement for submittal to Caltrans and		Quarterly
1.6 Prepare prior year certification of expenditures and close out reports for submittal to Caltrans.		Aug
1.7 Administer and amend, as needed, continuing cooperative agreement with partner agencies		On-going
1.8 Update, monitor, and amend, as needed, fiscal, personnel, and administrative rules,		On-going
1.9 Track consultant services agreements for MPO work		On-going

Product 2: FY 13/14 OWP Amendments

The OWP must be amended for any significant changes as described in the Caltrans Regional Planning Handbook, Chapter 2.

Task/Activity	Resp. Agency	Schedule
2.1 Prepare staff report and state budget documents for SRTA Board of Directors approval (approx. 3-4 amendments per year).	SRTA	As needed
2.2 Submit required documentation to Caltrans for federal and state approval.		

Product 3: FY 2014/15 Overall Work Program

Development of the annual OWP requires analysis of prior year activities and funding requirements, including those of the local jurisdictions. A draft document is prepared which includes specific planning activities or tasks that will be completed throughout the term of the OWP. The document is reviewed by federal and state agencies prior to adoption by the RTPA Board of Directors in April 2014.

Task/Activity	Resp. Agency	Schedule
3.1 Prepare and distribute procedures and priorities manual for partner agencies	SRTA	Jul-Dec
3.2 Contact sub-recipients for funding cycle requests.		Nov
3.3 Analyze and prepare MPO staff and labor requirements for 2014/15.		Nov
3.4 Develop prospectus, financial summaries and work elements.		Dec
3.5 Review products for compliance with annual state and federal planning emphasis areas.		Dec-Jan
3.6 Submit draft document to local jurisdictions and state and federal agencies for review.		Jan-Feb
3.7 Annual MPO Meeting		Mar
3.8 Revise draft 2014/15 OWP to include federal and state comments and recommendations.		Mar
3.9 Adopt 2014/15 OWP		Apr

Agency: SRTA

Total Budget: \$ 50,644

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013/14

EXPENDITURES			Revenue by Fund Source (\$)			
Staff Allocations and Funding Requirements				11.47%		
	Direct	Indirect	FHWA PL	TOLL		
Shasta RTA						
Personnel	\$ 14,113.34	\$ 6,880.44	\$ 20,993.78	\$ 2,407.99		
Services & Supplies	\$ 1,000.00		\$ 1,000.00	\$ 114.70		
Consultant Services	\$ 5,500.00		\$ 5,500.00	\$ 630.85		
Anderson						
Personnel	\$ 1,500.00		\$ 1,500.00	\$ 172.05		
Consultant Services						
Redding						
Personnel	\$ 18,650.00		\$ 18,650.00	\$ 2,139.16		
Consultant Services						
Shasta Lake						
Personnel	\$ 1,500.00		\$ 1,500.00	\$ 172.05		
Consultant Services						
County of Shasta						
Personnel	\$ 1,500.00		\$ 1,500.00	\$ 172.05		
Consultant Services			\$ -	\$ -		
TOTAL	\$ 43,763.34	\$ 6,880.44	\$ 50,643.78	\$ 5,808.84		

Previous Accomplishments

SRTA completed the sidewalk inventory for central Redding. Grant funding acquired for regional trails-urban network connectivity plan. Coordination with City of Redding on submittal of Environmental Enhancement & Mitigation Program grant proposal for Sacramento River Trail-Downtown Redding connector. Reconstruction of the Diestlehorst bicycle and pedestrian bridge. Bicycle and Pedestrian Level of Service Study.

Objective

To provide efficient, safe, and complete facilities for non-motorized travel modes; increase the mode share of bicycle and pedestrians trips; improve the connectivity between the region's trails and to the urban network; better coordinate and integrate bicycles and pedestrian facilities planning with roadway and transit planning; encourage ongoing, dedicated non-motorized project funding; and maintain existing bicycle and pedestrian facilities.

Discussion

Consistent with the objectives in the RTP for non-motorized travel (RTP 9-14), the SRTA strives to support local agencies in bicycle and pedestrian planning and facilities improvements while also working towards a complete and interconnected countywide network. Guidance and legal requirements provide direction; references include Caltran's Smart Mobility Framework and AB 1358 (California Complete Streets Act). Furthermore, the consolidation of federally funded programs under MAP-21 resulted in the loss of the Transportation Enhancements funding. Federal funding for bicycle and transportation improvements has become strictly competitive, requiring an additional focus on performance measuring and establishment of local match funding source to compete.

Product 1: Regional Bicycle and Pedestrian Mobility Plan

It is the SRTA's policy to develop and maintain a regional bicycles and pedestrian facilities plan (2010 RTP, Chapter 9, Policy P-2). Currently the County of Shasta and the cities of Anderson, Shasta Lake and Redding have adopted separate bicycle transportation plans. The oldest was adopted in 2007 by the City of Anderson and the newest plans in 2010 by the County of Shasta and the City of Redding. A regional plan would help coordinate local plans and - via an established program of projects - provide a framework for regional funding priorities. Development of GIS-related data and analysis performed under consultant contract with VESTRA Resources.

Task/Activity	Resp. Agency	Schedule
1.1 Project scoping and partner agency initiation	SRTA and local agencies with consultant support (VESTRA)	Jul - May
1.2 Public and stakeholder engagement, including public meetings and maintenance of advisory committee		
1.3 Data collection, facilities inventory, usage, maintenance/condition, and safety		
1.4 Needs and barriers assessment		
1.5 GIS mapping and wayfinding strategy		
1.6 Establish project evaluation/prioritization criteria		
1.7 Identify performance measures and targets, including greenhouse gas emissions reduction benefits		
1.8 Develop joint regional program of projects for funding		
1.9 Adoption of final plan	SRTA	June

Product 2: Develop Program of Projects and Pursue Funding

The RTPA will work with local agencies in the development of policies guiding regional bicycle and pedestrian improvements and coordinate funding efforts between local, state and federal agencies as appropriate. The SRTA will review projects to ensure that roadway improvements consider the needs of pedestrian and bicycle travelers.

Task/Activity	Resp. Agency	Schedule
2.1 Establish 2% Transportation Development Act (TDA) regional bicycle and pedestrian facilities program	SRTA	Oct - May
2.2 Identify and pursue supplementary grant funds in partnership with partner agencies for bicycle and pedestrian planning		Jul - June
2.3 Research and prepare grant applications for enhanced bicycle and pedestrian planning and infrastructure		Jul - June

Product 3: Complete City of Redding ADA Sidewalk Assessment

This is carryover task to complete outstanding tasks

Task/Activity	Resp. Agency	Schedule
3.1 ADA curb ramp assessment	City of Redding	Jul - Dec

Product 4: Local Projects and Program Review for Consistency with Regional Bicycle and Pedestrian Plan

The SRTA will review projects to ensure that roadway improvements consider the needs of pedestrian and bicycle travelers.

Task/Activity	Resp. Agency	Schedule
4.1 Review transportation and development project plans upon request	SRTA	Dec - June
4.2 Prepare and circulate agency responses as appropriate		Dec - June

Agency: SRTA

Total Budget: \$108,894

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013/14

EXPENDITURES			Revenue by Fund Source (\$)			
Staff Allocations and Funding Requirements						
			FHWA PL	11.47%	20.00%	
Shasta RTA	Direct	Indirect	Carryover	PPM	LTF	
Personnel	\$ 72,532.87	\$ 35,360.71	\$ 76,414.55	\$ 9,900.31	\$ 21,578.72	
Services & Supplies	\$ 1,000.00		\$ 885.30	\$ 114.70		
Consultant Services						
TOTAL	\$ 73,532.87	\$ 35,360.71	\$ 77,299.85	\$ 10,015.01	\$ 21,578.72	

Previous Accomplishments

SRTA Board of Directors and Technical Advisory Committee (TAC) meetings.

Objective

Pursuant to adopted policies and procedures, to carry out the agency's work program in transparency and under direction of the Board of Directors. To create, strengthen and leverage partnerships to conduct regional planning activities (23 CFR 450.300).

Discussion

Provides for administration of the MPO, SRTA, under direction of the SRTA Board of Directors. Five regular board of directors meetings are typically held each year, augmented as needed with special meetings.

Product 1: Technical Advisory Committee (TAC) Meetings

All staff time and direct costs associated with the agency's technical advisory committee (TAC). *Note: time and expenses attributable to a specific project should be billed to that work element.

Task/Activity	Resp. Agency	Schedule
1.1 Agenda development, including associated staff meetings	SRTA	Typically five per year
1.2 Prepare, review, and distribute staff reports and board packets (*Note: if possible, development of staff reports shall be billed to a specific work element)		
1.3 Prepare public notices		
1.4 Host TAC meetings		

Product 2: Board of Directors Meetings

All staff time and direct costs associated with board of directors meetings. *Note: time and expenses attributable to a specific project should be billed to that work element.

Task/Activity	Resp. Agency	Schedule
2.1 Prepare public notices	SRTA	Typically five per year
2.2 Agenda packet development and distribution		
2.3 Host SRTA Board of Directors meetings		
2.4 Preparation of meeting minutes and follow-up on board actions		

Product 3: Support for Committees of the Board of Directors

Staff develops information and provides other support to standing and ad-hoc committees of the the board of directors. Committees provide staff direction and oversight on key issues pertinent the committee's function.

Task/Activity	Resp. Agency	Schedule
3.1 Support agency Fiscal Committee, including preparation and presentation of quarterly financial statements	SRTA	About 5-8 or as needed
3.2 Support ad-hoc committees as needed for special purposes, such as the Human Resources Committee		

Agency: SRTA

Total Budget: \$ 51,621

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013/14

EXPENDITURES			Revenue by Fund Source (\$)			
Staff Allocations and Funding Requirements						
			88.53%	11.47%		
Shasta RTA	Direct	Indirect	FHWA PL C/O	PPM		
Personnel	\$ 21,257.59	\$ 10,363.35	\$ 27,994.02	\$ 3,626.92		
Services & Supplies	\$ 10,000.00		\$ 8,853.00	\$ 1,147.00		
Consultant Services	\$ 10,000.00		\$ 8,853.00	\$ 1,147.00		
TOTAL	\$ 41,257.59	\$ 10,363.35	\$ 45,700.02	\$ 5,920.92		

Previous Accomplishments

New SRTA website modified for independent agency status. Maintained project specific websites. 2010 Regional Government Forum.

Objective

To provide accessible, approachable, and meaningful opportunities for the public to participate in the regional planning process. To be transparent in all activities by providing information to partner agencies and the general public on transportation-related issues and planning within our region. To update and adopt a Public Participation Plan every two years.

Discussion

23 CFR 450.316 requires that the MPO shall develop and use a documented participation plan that defines a process for providing citizens, affected public agencies, public transportation providers, freight shippers, providers of freight transportation services, private providers of transportation, users of public transportation, users of pedestrian and bicycle transportation facilities, the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process. Consultant services will be acquired to assist with design and programming of new SRTA website.

Product 1: Agency Overview and Fact Sheets

The agency maintains an overview of SRTA and a series of one-topic fact sheets in order to orient new board members, the media, and other interested parties/individuals.

Task/Activity	Resp. Agency	Schedule
1.1 Review and update 'Overview of SRTA' document	SRTA	Jul
1.2 Prepare fact sheets corresponding to funding sources and other programs, as		On-going
1.3 Distribute as needed, including online posting		On-going

Product 2: Agency Website (www.srta.ca.gov) and Project-Specific Websites

Maintain the RTPA website as information resources for local agencies and the general public. The current website is antiquated and needs a complete refresh in order to improve functionality, user/technology compatibility, and provide an intuitive and informative experience for the public and other interested stakeholders.

Task/Activity	Resp. Agency	Schedule
2.1 Review 'web content accessibility guidelines', review and select sample/template	SRTA	June - Oct
2.2 Prepare request for proposals and carry out procurement process to obtain consultant services for website design and programming		Sept - Jan
2.3 Design and programming of new agency website with content management system (CMS) to enable timely, staff-level updates without programming knowledge	Consultant	Feb - Jun

Product 3: Public Participation Plan Implementation and Performance Monitoring

The agency must have an adopted Public Participation Plan and implement the plan as described therein. Methods for communicating with the public are ever evolving; the agency's methods and strategies must be periodically evaluated.

Task/Activity	Resp. Agency	Schedule
3.1 Monitor agency programs for consistency with adopted public participation plan.	SRTA	Jul - Jun
3.2 Identify performance measures related to public access, awareness, and action for incorporation into 2014 Public Participation Plan.		Dec - Jun

Agency: SRTA

Total Budget: \$ 33,243

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013/14

EXPENDITURES			Revenue by Fund Source (\$)			
Staff Allocations and Funding Requirements						
				11.47%		
Shasta RTA	Direct	Indirect	FHWA PL	TOLL		
Personnel	\$ 19,995.20	\$ 9,747.92	\$ 29,743.12	\$ 3,411.54		
Services & Supplies						
Consultant Services	\$ 3,500.00		\$ 3,500.00	\$ 401.45		
TOTAL	\$ 23,495.20	\$ 9,747.92	\$ 33,243.12	\$ 3,812.99		

Previous Accomplishments

Traffic Data Collection and Sharing Study. In 2006, SRTA adopted the Shasta County Intelligent Transportation System (ITS) Architecture and Deployment Plan. Regional ITS plan prepared for adoption.

Objective

Maximize transportation system functionality, cost effectiveness, and safety via information accessibility and traffic control devices.

Discussion

Intelligent transportation systems (ITS) includes applications that, through the use of advanced communication technologies and traffic management, enable various users to be better informed and make safer, more coordinated, and 'smarter' use of the local transportation network. Intelligent Transportation System (ITS) planning is a required activity of SRTA, the area's MPO.

Product 1: Updated ITS Regional Architecture Plan

SRTA maintains and updates the Regional ITS Architecture, a prerequisite for federally funded ITS projects (23 CFR 940.9 and 940.11). The agency must consult with federal, state and regional stakeholders to maintain the Regional ITS Architecture. SRTA and Caltrans District 2, along with stakeholders in the community, developed the Shasta County Intelligent Transportation System (ITS) Architecture and Deployment Plan, adopted in 2006.

Task/Activity	Resp. Agency	Schedule
1.1 Assist local agencies with planning and prioritizing ITS projects for incorporation into the regional architecture plan (coincides with the STIP).	SRTA	Nov

Product 2: Implement Traffic Data Collection and Sharing Study Findings & Recommendation

Implementation of study recommendations will require a long-term, concerted effort by all stakeholders. Improvements will require prioritization and consideration of freight and goods movement planning as well as the results of the North State Transportation for Economic Development Study (NSTEDS).

Task/Activity	Resp. Agency	Schedule
2.1 Initiate stakeholder workgroup	SRTA	Nov
2.2 Consolidate findings and recommendations of the ITS and NSTEDS studies		Nov - Feb
2.3 Develop and carry-out strategies for accomplishing highest priority needs		Feb - Jun

Agency: SRTA

Total Budget: \$ 63,451

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013/14

EXPENDITURES			Revenue by Fund Source (\$)			
Staff Allocations and Funding Requirements						
Shasta RTA	Direct	Indirect	FHWA PL	11.47% TOLL		
Personnel	\$ 12,740.00	\$ 6,210.91	\$ 18,950.91	\$ 2,173.67		
Services & Supplies	\$ 4,500.00		\$ 4,500.00	\$ 516.15		
Consultant Services	\$ 40,000.00		\$ 40,000.00	\$ 4,588.00		
TOTAL	\$ 57,240.00	\$ 6,210.91	\$ 63,450.91	\$ 7,277.82		

Previous Accomplishments

Past SRTA efforts included: maintaining the ArcGIS software license; attending quarterly Far North Regional GIS (FNRGC) council meetings; completing and delivering the Countywide parcel feature class rectification; and identifying and obtaining various Census data for the region. Staff led and attended approximately 24 meetings (2 per month) with regional GIS professionals during development of the FarNorCalGIS regional 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 exchange between data providers and 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 Shasta County Travel Demand Model and will be used to assist with development of the Sustainable Community Strategy (SCS)/RTP. Consultant services required in the area of GIS are acquired under contract with VESTRA Resources.

Product 1: FarNorCalGIS Regional Server & Web-Portal

Proficient and knowledgeable staff in the use of GIS tools.

Task/Activity	Resp. Agency	Schedule
1.1 Participate in Far North Regional GIS Council (FNRGC) meetings	SRTA	Quarterly
1.2 Ongoing development and maintenance of FarNorCalGIS website (www.farnorcalgis.org)	SRTA and VESTRA	Jul-June
1.3 Attend GIS Training	SRTA	Annual
1.4 Participate in FarNorCalGIS Management Subcommittee meetings		Monthly
1.5 Maintain requisite GIS licensing		On-going
1.6 Support GIS data development and interagency coordination associated with the sixteen-county North State Superregion.		Jul-June

Product 2: GIS Services

Maps and services are created by staff for use in agency documents, presentations, and providing information online to the public. GIS products may also support partner agencies and other entities in fulfilling projects that serve to implement the RTP and/or create partner/community coordination.

Task/Activity	Resp. Agency	Schedule
2.1 Create maps for RTPA projects, documents, presentations, and agency website	SRTA	Jul-June
2.2 Acquire, develop, and maintain a complete GIS geodatabase storage system		Jul-June
2.3 Develop a series of standard map and graphic templates for use in agency documents and		Jul-Dec
2.4 Develop an operating procedures plan documenting agency's protocol in managing its data inventory, storage, management, sharing procedures and requests		Dec-June
2.5 Maintain requisite GIS licensing		Jul-June

Product 3: Census Data & Management

US Census data is collected annually via the American Community Survey and every 5 or 10 years and becomes the basis for state and federal policies and funding distribution formulas.

Task/Activity	Resp. Agency	Schedule
3.1 Compile and update commonly referenced US Census data for SRTA and partner agency plans and programs	SRTA	Jul-June

Product 4: On-Call GIS Services

The agency has various routine GIS needs not directly attributable to a specific work element; for this purpose the agency maintains an on-call GIS support contract.

Task/Activity	Resp. Agency	Schedule
4.1 Maintain consultant contract for on-call services in support of agency GIS data development	SRTA	Jul-June

Agency: SRTA

Total Budget: \$ 82,464

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013/14

EXPENDITURES			Revenue by Fund Source (\$)		
Staff Allocations and Funding Requirements					
Shasta RTA	Direct	Indirect	LTF	FTA 5303 C/O	
Personnel	\$ 11,123.39	\$ 5,422.79	\$ 16,546.18		
Services & Supplies	\$ 2,000.00		\$ 2,000.00		
Consultant Services	\$ 23,000.00		\$ 23,000.00		
RABA					
Personnel					
Services & Supplies					
Consultant Services	\$ 40,917.60		\$ 1,620.60	\$ 39,297.00	
TOTAL	\$ 77,040.99	\$ 5,422.79	\$ 43,166.78	\$ 39,297.00	

Previous Accomplishments

FY 2012/13 Transit Needs Assessment; conducted SSTAC meetings and prepared meeting notes. The most recent Redding Area Bus Authority (RABA) Short Range Transit Plan was completed in 2007.

Objective

Meet transit planning mandates required by law; ensure public transportation is community-responsive in a dynamic and changing service environment; and continually improve transit performance.

Discussion

Activities in this element provide funds for SRTA and RABA to perform the unmet transit needs assessment and coordinate planning processes with transit agencies and the general public to address those needs. The Coordinated Human Transportation Plan update will be implemented once MAP-21 funding begins with approximate timing for implementation to begin in 2014. This work element contains tasks for the Redding Area Bus Authority (RABA) to assist in developing the annual transit needs assessment, Coordinated Human Services Transportation Plan update, and review of local land use documents for transit accessibility (23 CFR 450.306 (a) (4)) and 49 USC 5305). Participation from SSTAC and the public is integral to the process and activities in this work element will adhere to the agency's adopted Public Participation Plan. The state Transportation Development Act (TDA) requires that a five-year Short Range Transit Plan be prepared for each public transit operator to be eligible for various funding programs.

Product 1: Annual Transit Needs Assessment

Required under TDA, the Transit Needs Assessment evaluates the performance of public transportation providers.

Task/Activity	Resp. Agency	Schedule
1.1 Review prior year Transit Needs Assessment; collect transit data and reports, perform fare	RABA w/ SRTA support	Oct
1.2 RABA to acquire, prepare, and provide data for Unmet Needs Assessment, including but not limited to ridership information; service hours and route information; productivity improvements; and public/rider feedback received		
1.3 Provide draft document to transit operators, CTSA, and SSTAC for review; revise and prepare final draft for adoption		Dec - Jan
1.4 Prepare staff report, resolution and presentation for board of directors/public hearing		Feb
1.5 Provide final document submitted to Caltrans for acceptance		Mar

Product 2: Begin Implementation of RABA Short Range Transit Plan

RABA's new short range transit plan (WE 706.03) will be completed early FY 2013/14. Implementation of the plan will require additional operational planning, communication with the public, and funding.

Task/Activity	Resp. Agency	Schedule
2.1 Performed detailed operational planning for services changes pursuant to SRTP findings	RABA	Sept - Jun
2.2 Communications with the public and affected stakeholders		
2.3 Seek funding for future service expansion as well as capital improvements		

Product 3: SRTA Support for Implementation of RABA Short Range Transportation Plan			
Pursuant to TDA, SRTA must be engaged in the evaluation of transit performance and formulate recommendations to be implemented by each claimant.			
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: Coordinated Human Services Transportation Plan Update			
The Coordinated Human 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 scheduled for updating every five years.			
Task/Activity		Resp. Agency	Schedule
4.1	In coordination with the SSTAC, SRTA, CTSA and other transit providers, review current plan to document achievements and identify goals and strategies to improve public transportation and coordination.	SRTA	Oct - Feb
Product 5: Review Local Land Use Plans and Documents			
Task/Activity		Resp. Agency	Schedule
5.1	Review local land use documents to ensure circulation for transit vehicles and placement of passenger loading improvements and amenities	RABA	July - May

Agency: SRTA

Total Budget: \$ 35,000

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013/14

EXPENDITURES			Revenue by Fund Source (\$)			
Staff Allocations and Funding Requirements						
			11.47%	11.47%	88.53%	88.53%
Shasta RTA	Direct	Indirect	PPM	IN-KIND	FTA 5303 C/O	FTA 5304
Personnel						
Services & Supplies						
Consultant Services						
RABA						
Personnel	\$ 15,000.00		\$ 1,720.50		\$ 13,279.50	
Services & Supplies						
Consultant Services	\$ 20,000.00			\$ 2,294.00		\$ 17,706.00
TOTAL	\$ 35,000.00	\$ -	\$ 1,720.50	\$ 2,294.00	\$ 13,279.50	\$ 17,706.00

Previous Accomplishments

The most recent Redding Area Bus Authority (RABA) Short Range Transit Plan was completed in 2007.

Objective

Adopt a new five year short range plan.

Discussion

The state Transportation Development Act (TDA) requires that a five-year Short Range Transit Plan be prepared for each public transit operator to be eligible for various funding programs.

Product 1: 2013 RABA Short Range Transit Plan

This is the third year of a three-year project funded via a \$71,001 FTA 5304 (Urban Transit Planning) grant. The estimated remaining balance from the FTA 5304 grant is budgeted for FY 2013/14.

Task/Activity	Resp. Agency	Schedule
1.1 Identify potential transit challenges and existing transit services	RABA	Jul - Dec
1.2 Identify growing transit demand through solicitation of community input		
1.3 Conduct community workshops and meetings with project stakeholders, community and RABA staff		
1.4 Identify funding sources for future service expansion as well as capital improvements		
1.5 Provide practical recommendations to enhance the existing service		
1.6 Provide fiscal projections coinciding with anticipated growth and demand		

WORK ELEMENT 707.01**Review Corridor Studies & Projects**

Agency: SRTA

Total Budget: \$ 7,577

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013/14

EXPENDITURES			Revenue by Fund Source (\$)	
Staff Allocations and Funding Requirements			100.00%	
Shasta RTA	Direct	Indirect	PPM	
Personnel	\$ 5,093.58	\$ 2,483.19	\$ 7,576.77	
Services & Supplies				
Consultant Services				
TOTAL	\$ 5,093.58	\$ 2,483.19	\$ 7,576.77	

Previous Accomplishments

Reviewed and provided comments on the following projects: Cottonwood Ridge Estates Tentative Tract Map and Mt. Gate at Shasta Area Plan Administrative Draft EIR: Transportation Section.

Objective

The agency reviews corridor studies and local project for transportation impacts and consistency with regional transportation plans 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 transportation 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).

Product 1: Review Product Study Reports

SRTA typically reviews approx. 3 EIR reports, 2 PSRs and 1-2 Caltrans TCR reports per year.

Task/Activity		Resp. Agency	Schedule
1.1	Coordinate with Caltrans and affected jurisdictions in the early consultation/outreach and review of project study reports and other scoping documents.	SRTA	As needed

Agency: SRTA

Total Budget: \$ 257,885

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2012/13

EXPENDITURES			Revenue by Fund Source (\$)		
Staff Allocations and Funding Requirements					
	Direct	Indirect	100.00%		
Shasta RTA			Other/SRTS		
Personnel	\$ 3,564.22	\$ 1,737.60	\$ 5,301.82		
Shasta County Public Health (HHSA)					
Personnel			\$ -		
Consultant Services	\$ 252,583.18		\$ 252,583.18		
TOTAL	\$ 256,147.40	\$ 1,737.60	\$ 257,885.00		

Previous Accomplishments

Coordination of Shasta County Safe Routes to School Non-infrastructure grant.

Objective

To increase safety for non-motorized users.

Discussion

This is the second year of a three-year project.

Product 1: Grant management and fiscal administration

Grant administration for SRTA staff (\$10,000)

Task/Activity	Resp. Agency	Schedule
1.1 Grant management and fiscal administration	SRTA	Jul - Jun

Product 2: Implement grant-funded projects

Shasta County Health and Human Services second Safe Routes to School non-infrastructure grant.

Task/Activity	Resp. Agency	Schedule
2.1 Walking School Buses Program	Shasta County HHSA	Jul - Jun
2.2 Frequent Walker/Biker Program		
2.3 Identification of safe routes		

WORK ELEMENT 708.03**Management of TDA**

Agency: SRTA

Total Budget: \$ 69,950

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2012/13

EXPENDITURES			Revenue by Fund Source (\$)		
Staff Allocations and Funding Requirements					
			100.00%		
Shasta RTA	Direct	Indirect	LTF		
Personnel	\$ 34,924.34	\$ 17,026.07	\$ 51,950.41		
Consultants	\$ 18,000.00		\$ 18,000.00		
TOTAL	\$ 52,924.34	\$ 17,026.07	\$ 69,950.41	\$ -	

Previous Accomplishments

Administration of TDA and fiscal auditing of expenditures.

Objective

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

Discussion

LTF and STA funds help fund needed transit and road projects, and SRTA must monitor the distribution and use of these funds. This work element permits SRTA to ensure funds are utilized in accordance with the Transportation Development Act (TDA).

Product 1: Administer TDA

Task/Activity	Resp. Agency	Schedule
1 Prepare LTF and STA Findings of Apportionment	SRTA	Feb
2 Review LTF and STA claims submitted by claimants including associated technical assistance needed for adequate and proper		May, June
3 Review statutes, rules, and regulations, and pending legislation pertinent to transit and transit funding		Ongoing
4 Prepare audits as required under the TDA		Sept, Oct
5 Engage independent auditor		Sept, Oct
6 Prepare claims for Board approval		June
7 Claim scheduling and payment		June
8 TDA fund accounting		Monthly

WORK ELEMENT 801.01**North State Super Region (NSSR)**

Agency: SRTA

Total Budget: \$ 8,571

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2012/13

EXPENDITURES			Revenue by Fund Source (\$)		
Staff Allocations and Funding Requirements					
			100.00%		
Shasta RTA	Direct	Indirect	NSSR		
Personnel	\$ 5,762.01	\$ 2,809.05	\$ 8,571.07		
TOTAL	\$ 5,762.01	\$ 2,809.05	\$ 8,571.07	\$ -	

Previous Accomplishments

Quarterly meetings held, maintenance and update of NSSR intranet website, developed and shared letters commenting on legislative and other issues of potential impact to the North State.

Objective

To bolster the agency's influence on legislation and other issues affecting the North State.

Discussion

The NSSR is a voluntary coalition of RTPAs and MPOs representing the sixteen-county North State region, organized to advocate for policies and funding that would benefit the North State.

Product 1: Administer TDA

Task/Activity		Resp. Agency	Schedule
1	Organize and lead quarterly NSSR meetings	SRTA	Quarterly
2	Maintain and update as necessary the NSSR website		
3	Communicate the impacts of state/federal policy and funding decision making to state and federal partners, including proposed solutions		Jul - Jun

Agency: SRTA

Total Budget: \$ 21,331

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2013/14

EXPENDITURES			Revenue by Fund Source (\$)		
Staff Allocations and Funding Requirements					
			100.00%		
			LTF		
Shasta RTA	Direct	Indirect			
Personnel	\$ 9,633.97	\$ 4,696.69	\$ 14,330.66		
Services & Supplies	\$ 7,000.00		\$ 7,000.00		
Consultant Services					
TOTAL	\$ 16,633.97	\$ 4,696.69	\$ 21,330.66	\$ -	

Previous Accomplishments

SRTA was a member of the California Association of Councils of Governments (CalCOG) and the National Association of Regional Councils (NARC)

Objective

To provide funds for tasks ineligible for FHWA, FTA or PPM funds.

Discussion

SRTA is a dues-paying member of CalCOG, which provides resources and services necessary for the effective management of SRTA and facilitates access to information and communication between SRTA and other regional agencies, state departments, and the California State Legislature. In a similar fashion, SRTA also participates in NARC, the national organization of regional governments in order to stay abreast of federal legislation and priorities.

Product 1: Association Dues

Task/Activity		Resp. Agency	Schedule
1.1	CalCOG and Cap and Trade Coalition dues	SRTA	Jul - Jun
1.2	NARC dues	SRTA	Jul - Jun

APPENDIX A-PLANNING PROCESS CERTIFICATION

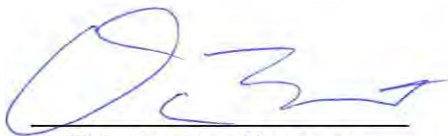
FHWA METROPOLITAN TRANSPORTATION PLANNING PROCESS CERTIFICATION

FHWA and FTA require MPOs to annually self-certify their planning process. Fully executed versions of the FHWA and FTA certifications must be provided with each adopted OWP.

FHWA Metropolitan Transportation Planning Process Certification

In accordance with 23 CFR 450.334 and 450.220, Caltrans and the Shasta Regional Transportation Agency, Metropolitan Planning Organization for the Shasta County urbanized area(s), hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- I. 23 U.S.C. 134 and 135, 49 U.S.C. 5303 through 5306 and 5323(1); as amended by the Moving Ahead for Progress in the 21st Century;
- II. Sections 174 and 176 (c) and (d) of the Clean Air Act as amended (42 U.S.C. 7504, 7506 (c) and (d))
(Note – only for Metropolitan Planning Organizations with non-attainment and/or maintenance areas within the metropolitan planning area boundary);
- III. Title VI of the Civil Rights Act of 1964 and the Title VI Assurance executed by California under 23 U.S.C. 324 and 29 U.S.C. 794;
- IV. Section 1101(b) of the Transportation Equity Act for the 21st Century (Pub. L. 105-178 112 Stat. 107) regarding the involvement of disadvantaged business enterprises in the FHWA and FTA funded projects (FR Vol. 64 No. 21, 49 CFR part 26); and,
- V. The provision of the Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat 327, as amended) and the U.S. DOT implementing regulations (49 CFR 27, 37 and 38).



MPO Authorizing Signature

Executive Director

Title

May 30, 2013

Date

Caltrans District Approval Signature

Title

Date

STATE TRANSPORTATION PLANNING PROCESS CERTIFICATION

In accordance with 23 CFR 450.334 and 450.220, Caltrans and the Regional Transportation Planning Agency for Shasta County hereby certify that the transportation planning process is addressing the major issues in the regional planning area and is being conducted in accordance with all applicable requirements of:

- i. 23 U.S.C. 134 and 135, 49 U.S.C. 5303 through 5306 and 5323(1); as amended by the Moving Ahead for Progress in the 21st Century;
- ii. Sections 174 and 176 (c) and (d) of the Clean Air Act as amended (42 U.S.C. 7504, 7506 (c) and (d)) **(Note – only for Metropolitan Planning Organizations with non-attainment and/or maintenance areas within the metropolitan planning area boundary);**
- iii. Title VI of the Civil Rights Act of 1964 and the Title VI Assurance executed by California under 23 U.S.C. 324 and 29 U.S.C. 794;
- iv. Section 1101(b) of the Transportation Equity Act for the 21st Century (Pub. L. 105-178 112 Stat. 107) regarding the involvement of disadvantaged business enterprises in the FHWA and FTA funded projects (FR Vol. 64 No. 21, 49 CFR part 26); and,
- v. The provision of the Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat 327, as amended) and the U.S. DOT implementing regulations (49 CFR 27, 37 and 38).



RTPA Authorizing Signature

Executive Director

Title

May 30, 2013

Date

Caltrans District Approval Signature

Title

Date

APPENDIX B—FTA CERTIFICATION AND ASSURANCES

**FEDERAL FISCAL YEAR 2013 CERTIFICATIONS AND ASSURANCES FOR
FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS
CALIFORNIA DEPARTMENT OF TRANSPORTATION**

The California Department of Transportation is the Applicant (Designated Recipient) for Federal Transit Administration funds, and has agreed to the Certifications and Assurances thereby. All Subrecipients must also agree and comply with applicable provisions of the Categories below.

Name of Subrecipient:

Shasta Regional Transportation Agency

The Subrecipient agrees to comply with applicable provisions of Groups 01 – 16 ☐

OR

The Applicant agrees to comply with applicable provisions of the Groups it has selected:

<u>Group</u>	<u>Description</u>	
1	Required Certifications and Assurances for Each Subrecipient.	<u>X</u>
2	Lobbying.	<u>X</u>
3	Private Sector Protections.	<u>X</u>
4	Procurement and Procurement System.	<u>X</u>
5	Rolling Stock Reviews and Bus Testing.	<u> </u>
6	Demand Responsive Service.	<u> </u>
7	Intelligent Transportation Systems.	<u>X</u>
8	Interest and Finance Costs and Leasing Costs.	<u>X</u>
9	Transit Asset Management and Agency Safety Plans.	<u> </u>
10	Alcohol and Controlled Substances Testing.	<u> </u>
11	Bus/Bus Facilities Programs.	<u> </u>
12	Urbanized Area Formula Programs and Job Access and Reverse Commute (JARC) Program.	<u>X</u>
13	Seniors/Elderly/Individuals with Disabilities Programs and New Freedom Program.	<u>X</u>
14	Rural/Other Than Urbanized Areas Programs.	<u> </u>
15	State Safety Oversight Program.	<u> </u>
16	Public Transportation Emergency Relief Program.	<u> </u>

FEDERAL FISCAL YEAR 2013 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE
(Required of all Subrecipients for FTA funding and all FTA Grantees with an active Capital or Formula Project)

AFFIRMATION OF SUBRECIPIENT

Name of Subrecipient: Shasta Regional Transportation Agency

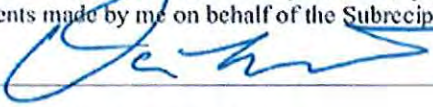
Name and Relationship of Authorized Representative: Shasta Regional Transportation Agency

BY SIGNING BELOW, on behalf of the Subrecipient, I declare that the Subrecipient has duly authorized me to make these Certifications and Assurances and bind the Subrecipient's compliance. Thus, the Subrecipient agrees to comply with all Federal statutes and regulations, and follow applicable Federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its authorized representative makes to the Federal Transit Administration (FTA) in Federal Fiscal Year 2013, irrespective of whether the individual that acted on the Subrecipient's behalf continues to represent the Subrecipient.

FTA intends that the Certifications and Assurances the Subrecipient selects on the other side of this document should apply, as provided, to each Project for which the Subrecipient seeks now, or may later seek FTA funding during Federal Fiscal Year 2013.

The Subrecipient affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. 1001 apply to any certification, assurance, or submission made in connection with a Federal public transportation program authorized by 49 U.S.C. Chapter 53 or any other statute

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Subrecipient are true and accurate.

Signature  Date: May 8, 2013

Name: Daniel Little, Executive Director
Authorized Representative of Subrecipient

AFFIRMATION OF SUBRECIPIENT'S ATTORNEY

For (Name of Subrecipient):

Shasta Regional Transportation Agency

As the undersigned Attorney for the above named Subrecipient, I hereby affirm to the Applicant that it has authority under State, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on the Subrecipient.

I further affirm to the Subrecipient that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA Project or Projects.

Signature  Date: May 8, 2013

Name: John Kenny
Attorney for Subrecipient

Each Subrecipient for FTA funding and each FTA Grantee with an active Capital or Formula Project must provide an Affirmation of Subrecipient's Attorney pertaining to the Subrecipient's legal capacity. The Subrecipient may enter its signature in lieu of the Attorney's signature, provided the Subrecipient has on file this Affirmation, signed by the attorney and dated this Federal fiscal year.

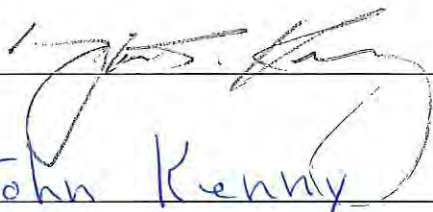
AFFIRMATION OF SUBRECIPIENT'S ATTORNEY

For (Name of Subrecipient):

Shasta Regional Transportation Agency

As the undersigned Attorney for the above named Subrecipient, I hereby affirm to the Applicant that it has authority under State, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on the Subrecipient.

I further affirm to the Subrecipient that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA Project or Projects.

Signature  Date: May 8, 2013
Name John Kenny

Attorney for Subrecipient

Each Subrecipient for FTA funding and each FTA Grantee with an active Capital or Formula Project must provide an Affirmation of Subrecipient's Attorney pertaining to the Subrecipient's legal capacity. The Subrecipient may enter its signature in lieu of the Attorney's signature, provided the Subrecipient has on file this Affirmation, signed by the attorney and dated this Federal fiscal year.

**CALIFORNIA DEPARTMENT OF TRANSPORTATION DEBARMENT AND SUSPENSION
CERTIFICATION FOR FISCAL YEAR 2013/2014**

*As required by U.S. DOT regulations on governmentwide Debarment and Suspension (Nonprocurement),
49 CFR 29.100:*

- 1) The Applicant certifies, to the best of its knowledge and belief, that it and its contractors, subcontractors and subrecipients:
 - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b) Have not, within the three (3) year period preceding this certification, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) transaction or contract under a public transaction, violation of Federal or state antitrust statutes, or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, state, or local) with commission of any of the offenses listed in subparagraph (1)(b) of this certification; and
 - d) Have not, within the three (3) year period preceding this certification, had one or more public transactions (Federal, state and local) terminated for cause or default.
- 2) The Applicant also certifies that, if Applicant later becomes aware of any information contradicting the statements of paragraph (1) above, it will promptly provide that information to the State.
- 3) If the Applicant is unable to certify to all statements in paragraphs (1) and (2) of this certification, through those means available to Applicant, including the General Services Administration's ***Excluded Parties List System (EPLS)***, Applicant shall indicate so in its applications, or in the transmittal letter or message accompanying its annual certifications and assurances and will provide a written explanation to the State.

**DEPARTMENT OF TRANSPORTATION DEBARMENT AND SUSPENSION
CERTIFICATION
FISCAL YEAR 2013/14
SIGNATURE PAGE**

In signing this document, I declare under penalties of perjury that the foregoing certifications and assurances and any other statements made by me on behalf of the Applicant are true and correct.

Signature  Date 5-10-13

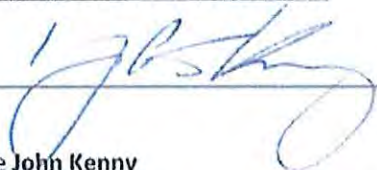
Printed Name Dan Little

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has the authority under state and local law to make and comply with the certifications and assurances as indicated on the foregoing pages. I further affirm that, in my opinion, these certifications and assurances have been legally made and constitute legal and binding obligations of the Applicant.

I further affirm to the Applicant that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these certifications and assurances or of the performance of the described project.

AFFIRMATION OF APPLICANT'S ATTORNEY

For Shasta Regional Transportation Agency

Signature  Date May 8, 2013

Printed Name John Kenny
of Applicant's Attorney

APPENDIX D—RTP PERFORMANCE INDICATORS AND MEASURES

TABLE 2-1
Performance Indicators and Measures

Indicator	Performance Measures			Current System Performance (Baseline)	Projected Impact of Plan (Build Scenario) 2030	Projected Impact w/o Plan (No-Build Scenario) 2030	Data Source**
	Mode	Level*	Measures				
Safety	Roadway	Region	Fatalities/Vehicle Miles Traveled (VMT)	0.0000019%	N/A	N/A	SWITRS/TDM
			Fatal Collisions/VMT	0.0000015%	N/A	N/A	SWITRS/TDM
			Injury Collisions/VMT	0.0000646%	N/A	N/A	SWITRS/TDM
			Property Damage/VMT	0.0001011%	N/A	N/A	SWITRS/TDM
	Transit	Mode	Total Collisions/VMT	0.0001690%	N/A	N/A	SWITRS/TDM
Mobility/ Accessibility	Roadway	Region	Fatalities/Passenger Miles (PM)	0%	N/A	N/A	SWITRS/RABA
			Passenger Hours of Delay/ Year	2,304,409	5,151,125	9,197,803	TDM
			Average Peak Period Travel Time	14.7 min	15.6 min	15.9 min	TDM
	Transit	Region	Average Non-Peak Period Travel Time	14.5 min	15.3 min	15.3 min	TDM
			Percentage of Population within 1/4 mile of bus transit route	N/A	N/A	N/A	not available
Reliability	Roadway	Corridor	Travel Time Variability	N/A	N/A	N/A	not available
	Transit	Mode	Percentage of vehicles that arrive no more than 5 minutes late	N/A	N/A	N/A	not available
			Percentage of vehicles that leave early	N/A	N/A	N/A	not available
Productivity (Throughput)	Roadway-Vehicles	Region	Average Peak Period Vehicle Trips	148,229	213,229	213,166	TDM
			Average Daily Vehicle Trips	827,082	1,190,645	1,190,267	TDM
	Roadway-People	Corridor	Average Peak Vehicle Trips x Occupancy Rate	211,967	304,917	304,827	TDM
			Average Daily Vehicle Trips x Occupancy Rate	1,182,727	1,706,622	1,702,082	TDM
	Trucks	Corridor (State Hwys)	SR 44 = 1.31%		N/A	N/A	Caltrans (1)
			SR 89 = 17.25%				
			SR 151 = 1.59%				
			SR 273 = 2.66%				
			SR 299 = 3.83%				
			I-5 = 14.94%				
	Trucks	Corridor (State Hwys)	SR 44 = 2.97%		N/A	N/A	Caltrans (1)
			SR 89 = 17.25%				
			SR 151 = 4.51%				
			SR 273 = 5.31%				
			SR 299 = 6.11%				
			I-5 = 17.87%				
	Transit	Mode	Passengers per Vehicle Revenue Hour	10.5	N/A	N/A	RABA
			Passengers per Vehicle Revenue Mile	0.715	N/A	N/A	RABA
System Preservation	Roadway	Region	Total Number of Distressed Lane Miles	City of Anderson = 8 City of Redding = 251 City of Shasta Lake = 14 County of Shasta = 448 State Routes = 967	N/A	N/A	City of Anderson City of Redding City of Shasta Lake County of Shasta Caltrans (2)
			Percentage of Distressed Lane Miles	City of Anderson = 26% City of Redding = 27% City of Shasta Lake = 23% County of Shasta = 25% State Routes = 24%			City of Anderson City of Redding City of Shasta Lake County of Shasta Caltrans (2)
Environmental Quality	Roadway	Region	Air Quality Conformity (non-attainment pollutants)				Air Quality Conformity Determination
			Total VMT for Greenhouse Gas (GHG) Analysis	5,395,278	8,317,348	8,246,020	TDM

***Level:**

Corridor = Regionally Significant Roadways
Region = All public roads within RTPS's region (Shasta County)
Mode = Bus transit

****Data Source:**

SWITRS = California Highway Patrol Statewide Integrated Traffic Records System
TDM = Shasta County Travel Demand Model
RABA = Redding Area Bus Authority ridership data
RTPA GIS = Shasta County RTPA's Regional Geographic Information System
Caltrans (1) = Annual Average Daily Truck Traffic on the CA State Highway System
Caltrans (2) = Caltrans Maintenance Program Pavement Summary

2010 Regional Transportation Plan for Shasta County

2-11

APPENDIX E-LIST OF FREQUENTLY USED ACRONYMS

CALTRANS The California Department of Transportation is part of the state cabinet-level California Business, Transportation and Housing Agency. Caltrans mission is to improve mobility across the state. Caltrans manages the state highway system and is actively involved with public transportation systems throughout the state.

CHTP Coordinated Human Transportation Plan is a coordinated public-transit human-service transportation plan providing strategies for local needs. It prioritizes transportation services for funding and implementation, with an emphasis on the transportation needs of individuals with disabilities, older-adults and persons of limited means.

FHWA Federal Highway Administration. One of the modal administrations of the U.S. Department of Transportation; among other things, responsible for the administration of FHWA planning funds program.

FTA Federal Transit Administration. One of the modal administrations of the U.S. Department of Transportation. Provides funds for public transportation for the elderly and/or persons with disabilities. Provides financial aid in the development of transit systems in both urbanized and non-urbanized areas.

FTIP Federal Transportation Improvement Program. A four-year list of all transportation projects proposed for federal funding within the planning area of an MPO. It is developed as a requirement for funding.

GHG A greenhouse gas is a gas in an atmosphere that absorbs and emits radiation within the thermal infrared range.

GIS Geographic Information System. A GIS is a computer system capable of capturing, storing, analyzing and displaying geographically referenced information—that is, data identified according to location.

HPMS Highway Performance Monitoring System. The HPMS is a national level highway information system that includes data on the extent, condition, performance, use and operating characteristics of the nation's highways.

ITS Intelligent Transportation System refers to information and communication technology (applied to transportation infrastructure and vehicles) that improve transportation outcomes such as transportation safety, transportation productivity, travel reliability, informed travel choices, social equity, environmental performance and network operation resilience.

MOU Memorandum of Understanding. A legal instrument representing an agreement between governmental entities.

MPO Metropolitan Planning Organization. An organization created by intergovernmental agreement to carry out regional transportation planning responsibilities in urbanized areas (with a population over

50,000) through an Overall Work Program (OWP). These responsibilities are mandated by the U.S. Department of Transportation as a condition to receive federal planning funds.

OWP **Overall Work Program.** An annual program of planning projects required to be accomplished by each MPO. The OWP specifies the scope of each planning element, which party to the MOU is responsible, and funding sources and amounts.

RABA **Redding Area Bus Authority.** A public transit authority governed by a board of elected officials from the cities of Anderson, Redding and Shasta Lake and the County of Shasta. RABA derives its authority from a joint powers agreement between the cities and county and from a ballot measure passed in the November 1977 general election.

RTIP **Regional Transportation Improvement Program.** This is a phased, multi-year program of planned transportation improvement projects arranged by priority, describing each project, funding amounts and sources and time frame. Projects nominated for funding are approved by the California Transportation Commission. The RTIP is used at the state and federal levels to compile the STIP and FTIP and assign relative priorities.

RTP **Regional Transportation Plan.** A coordinated planning effort of local agencies that identifies and attempts to resolve regional transportation issues. State law requires each RTPA to prepare, adopt and submit a Regional Transportation Plan every five years.

SRTA **Shasta Regional Transportation Agency.**

SCS **Sustainable Communities Strategy.** Senate Bill 375 (SB 375) requires all MPOs to develop an SCS. An SCS is a regional land use and transportation plan aimed at reducing GHG emissions from cars and light trucks sufficient to meet regional targets set by the California Air Resources Board.

SSTAC **Social Services Transportation Advisory Council.** As outlined in the California Public Utilities Code Section 99238, this group advises the SRTA on transit issues, coordination of specialized transit services, the annual unmet needs recommendation and implementation of the American with Disabilities Act.

STIP **State Transportation Improvement Program.** A seven-year program identifying all transportation improvement projects for which the California Transportation Commission has committed funding.

TDA **Transportation Development Act.** Enacted by in 1971 by California voters, TDA provides two major funding sources for the development and support of public transportation.

TDM **Travel Demand Model.** Travel forecasting models are used to predict changes in travel patterns and the utilization of the transportation system in response to changes in regional development, demographics and transportation supply.