# STAFF REPORT

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| **MEETING DATE:** | **October 21, 2021** |
| **SUBJECT:** | **Approve Formal Amendment #1 to the Fiscal Year (FY) 2021/22 Overall Work Program (OWP)** |
| **AGENDA ITEM:** | **5-9** |
| **STAFF CONTACT:** | **Daniel Wayne, Senior Transportation Planner** |


**SUMMARY:**

The Overall Work Program (OWP) needs to be amended to accept pass-through grant funds from Caltrans District 2 for a joint State Route (SR) 273 corridor planning effort; reallocate some planning funds to the Regional Transportation Plan work element for travel demand and emissions modeling; align the budget to match reconciled carryover funding from the prior fiscal year; and to update the agency's indirect cost allocation rate.


**STAFF RECOMMENDATION:**

It is recommended that the board of directors:

1. Approve Formal Amendment #1 to the FY 2021/22 Overall Work Program (OWP) by authorizing the chair to sign Resolution 21-14 (Attachment A), thereby increasing SRTA's planning revenues and expenditures by $620,515.
2. Authorize the executive director to make minor administrative corrections as needed in response to the Caltrans review and approval process.

**DISCUSSION:**

The OWP describes the agency's planning activities for the fiscal year (July 1 through June 30). Amendments are periodically needed to reflect differences in estimated versus actual revenue and expenditures as well as any substantive changes in work scope, timelines, and deliverables. The Fiscal Year (FY) 2021/22 OWP must be amended to:

- Add $475,000 in State Planning & Research (SPR) grant revenue and expenditures for the State Route (SR) 273 Southern Section Multimodal Corridor Plan. Note: this is a state grant that was awarded to Caltrans District 2 but is being passed through to SRTA. It will be combined with SRTA's companion grant for the Northern Section SR 273 Multimodal Corridor Plan. This will allow for a single consultant procurement and contracting process, resulting in one shared deliverable.
- Move $45,000 in Federal Planning funds from various work elements to Work Element 701.01 (Regional Transportation Plan) in order to complete travel demand and emissions modeling for the 2022 RTP and Environmental Impact Report.
- Align the budget to match reconciled carryover funding from the prior fiscal year.
- Update the Indirect Cost Allocation Plan (ICAP) from 95.23% to 101.39%.

The net impact of Formal Amendment #1 to the FY 2021/22 OWP is an increase in SRTA's planning budget of $620,515, mostly due to the additional grant and carryover funds. Changes are highlighted in the OWP worksheets (Attachment B).

**ALTERNATIVES:**

With regard to the SR 273 Multimodal Corridor Plan, the board of directors may decline to accept the $475,000 pass-through grant from Caltrans District 2. SRTA and Caltrans District 2 would each manage their own respective grants for the northern and southern sections of the corridor, resulting in some administrative redundancies and the possibility of some misalignment between the final deliverables.

With regard to the Regional Transportation Plan (Work Element 701.01), the board of directors may decline to increase the budget. The proposed budget is based on past procurements for similar work and reflects the upper end of anticipated consultant expenditures. Actual cost will be determined based on a competitive procurement process.

**OTHER AGENCY INVOLVEMENT:**

The OWP and the accompanying OWP Agreement constitute the consolidated planning grant (CPG) for state and federal funding. Formal Amendment #1 to the FY 2021/22 OWP was developed in consultation with Caltrans and, pending approval by the board of directors, will be submitted to Caltrans for formal approval. /// The Technical Advisory Committee (TAC) concurs with the staff recommendation. ///

**FISCAL IMPACT:**

Formal Amendment #1 to the FY 2021/22 OWP budget will increase SRTA's planning budget by $620,515 (from $3,724,660 to $4,345,175), mostly due to pass-through grant funds from a Caltrans District 2 and reconciled carryover from the prior fiscal year.

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**Daniel S. Little, AICP, Executive Director**

**Attachments:**

A: Resolution 21-14: Amendment #1 to the FY 2021/22 Overall Work Program
B: FY 2021/22 OWP Worksheets (proposed amendments highlighted)

# RESOLUTION

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|---|---|
| **RESOLUTION NUMBER:** | **21-14** |
| **SUBJECT:** | **Formal Amendment #1 to SRTA's Fiscal Year 2021/22 Overall Work Program** |

**WHEREAS**, Metropolitan Planning Organizations (MPO) are required by state and federal funding partners to maintain an Overall Work Program (OWP) as a planning, programming, and budgeting tool for the fiscal year (FY); and

**WHEREAS**, the Shasta Regional Transportation Agency (SRTA) is the designated MPO for the Shasta County region; and

**WHEREAS,** SRTA maintains an annual budget, a subset of which constitutes the OWP pursuant to State and Federal requirements; and

**WHEREAS**, the OWP must be amended to reflect changes in funding, schedules and work products.

**NOW, THEREFORE, BE IT RESOLVED** that SRTA hereby approves Formal Amendment #1 to the FY 2021/22 OWP, thereby:

- Dividing Work Element (WE) 707.09 into WE 707.09A (SRTA's previously programmed grant award for the State Route (SR) 273 Northern Section Multimodal Corridor Plan) and WE 707.09B (new WE created to accept Caltrans District 2's State Planning & Research grant ($475,000) for the State Route 273 Southern Section Multimodal Corridor Plan);
- Moving FHWA Planning funds ($45,000) from several work elements to WE 701.01 (Regional Transportation Plan) for travel demand and emissions modeling needed for the 2022 Regional Transportation Plan and Sustainable Communities Strategy, and replacing the redistributed FHWA Planning funds with Local Transportation Funds (LTF);
- Aligning budgets by fund source with reconciled carryover funding from the prior fiscal year; and
- Updating the Indirect Cost Allocation Plan (ICAP) from 95.23% to 101.39%.

**BE IT FURTHER RESOLVED** that the Formal Amendment #1 has the following net fiscal affect by fund source:

- State Planning & Research (Caltrans SR 273 grant) +$475,000
- Local Transportation Fund (LTF) +$120,159
- FHWA Planning (PL) ($112,751)
- FTA 5303 Carryover +$ 15,320
- Planning Programming & Monitoring (PPM) ($ 10,695)
- North State Super Region (NSSR) ($ 295)
- Caltrans Adaptation Grant (PTA) +$ 51,397
- SB 1 Formula Planning +$ 50,264
- Sustainable Communities Grant (SHA) +$ 32,115

**BE IT FURTHER RESOLVED** that the above changes result in a new FY 2021/22 OWP planning budget of $4,345,175 (an increase of $620,515), which budget shall be considered final and in full force and effect upon acceptance and approval thereof by Caltrans District 2.

**PASSED AND ADOPTED** this 21st day of October 2021, by the Shasta Regional Transportation Agency.

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Greg Watkins, Chair
Shasta Regional Transportation Agency

**SHASTA REGIONAL TRANSPORTATION AGENCY**

**Summary of Overall Work Program Funding Requirements**

*=ICAP related changes*

*=Budget & Reconciliation Changes*

**FY 2021/22 OVERALL WORK PROGRAM**

Working Draft Formal Amendment #1_vOct1

| Work Element | Description | FHWA PL | State Toll Credits* | State Toll Credits* (amendments) | FHWA PL Carryover | FTA 5303 | FTA 5303 Carryover | LTF | PPM | North State Super Region | PTA Caltrans Adaptation Grant | SB1 Formula Funds | SHA Sustainable Comm | SPR Grants | Strategic Partnerships Grant (5304) | Total |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | 100.00% | 11.47% | 11.47% | 100% | 100% | 100% | 100% | 100% | 100% | 100% | | | | | |
| **701** | **SYSTEM PLANNING** | *Note: Federal funding shown below includes toll credits. The 'State Toll Credits' column is shown for information purposes only and is not double counted in the 'Total by Fund Source' column to the far right.* | | | | | | | | | | | | | | |
| 701.01 | Regional Transportation Plan | $ 177,691 | 22,138 | | | | $ 15,320 | $ 80,600 | | | | | | | | $ 273,611 |
| 701.03 | Performance Measures | $ 17,336 | 1,988 | | | | | | | | | | | | | $ 17,336 |
| 701.09 | Air Quality | $ 9,061 | 1,039 | | | | | | | | | | | | | $ 9,061 |
| 701.11 | Regional Data | $ 9,691 | 1,112 | | | | | $ 48,206 | | | | | | | | $ 57,897 |
| 701.13 | SCS Development & Support (FY 19/20 SB1) | $ - | | | | | | $ 20,539 | | | | $ 75,252 | | | | $ 95,792 |
| 701.14 | SCS Development & Support (FY20/21 SB1) | | | | | | | $ 38,907 | $ - | | | $ 164,909 | | | | $ 203,816 |
| 701.15 | SCS Development & Support (FY21/22 SB1) | | | | | | | $ 23,014 | | | | $ 163,172 | | | | $ 186,187 |
| | **Subtotal Work Element 701** | **$ 213,779** | **$ 26,278** | **$ -** | **$ -** | **$ -** | **$ 15,320** | **$ 211,267** | **$ -** | **$ -** | **$ -** | **$ 403,334** | **$ -** | **$ -** | **$ -** | **$ 843,699** |
| **702** | **WORK PROGRAM AND ADMINISTRATION** | | | | | | | | | | | | | | | |
| 702.01 | Transportation Improvement Programs (TIPS) | $ 123,530 | 14,169 | | | | | | | | | | | | | $ 123,530 |
| 702.02 | Overall Work Program | $ 110,759 | 20,577 | | | $ 68,636 | | $ 106,693 | | | | | | | | $ 286,088 |
| 702.03 | Grant Writing and Technical Assistance | | | | | | | $ 28,941 | | | | | | | | $ 28,941 |
| | **Subtotal Work Element 702** | **$ 234,289** | **34,746** | **0** | **$ -** | **$ 68,636** | **$ -** | **$ 135,634** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | | | **$ 438,559** |
| **703** | **NON-MOTORIZED PLANNING** | | | | | | | | | | | | | | | |
| 703.01 | Active Transportation Planning | | 7,675 | | $ 66,914 | | | $ 52,492 | $ - | | | | | | | $ 119,406 |
| 703.06 | Shasta Trunk Lines | | | | | | | | $ 89,194 | | | | $ 556,744 | | | $ 645,939 |
| | **Subtotal Work Element 703** | **$ -** | **7,675** | **0** | **$ 66,914** | **$ -** | **$ -** | **$ 52,492** | **$ 89,194** | **$ -** | **$ -** | **$ -** | **$ 556,744** | | | **$ 765,344** |
| **704** | **PUBLIC AND INTER-AGENCY PARTICIPATION** | | | | | | | | | | | | | | | |
| 704.01 | Public Information & Participation | $ 66,315 | 7,606 | | | | | | | | | | | | | $ 66,315 |
| | **Subtotal Work Element 704** | **$ 66,315** | **7,606** | **0** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | | | **$ 66,315** |
| **705** | **PLANNING TOOLS** | | | | | | | | | | | | | | | |
| 705.02 | GIS Applications | | | | | | | $ 64,689 | | $ - | | | | | | $ 64,689 |
| 705.05 | Travel Demand Model | $ 127,105 | 14,579 | | | | | | | | | | | | | $ 127,105 |
| | **Subtotal Work Element 705** | **$ 127,105** | **14,579** | **0** | **$ -** | **$ -** | **$ -** | **$ 64,689** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | | | **$ 191,794** |
| **706** | **PUBLIC TRANSPORTATION PLANNING** | | | | | | | | | | | | | | | |
| 706.02 | Public Transportation Planning & Coordination | | 2,022 | | | $ 17,632 | $ - | $ 136,932 | | $ - | | | | | | $ 154,564 |
| 706.06 | GHG Reduction Fund Programs (LCTOP) | | | | | | | $ 44,413 | | | | | | | | $ 44,413 |
| | **Subtotal Work Element 706** | **$ -** | **2,022** | **0** | **$ -** | **$ 17,632** | **$ -** | **$ 181,345** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | | | **$ 198,977** |
| **707** | **SPECIAL PROJECTS** | | | | | | | | | | | | | | | |
| 707.01 | Corridor Studies & Project Review | $ - | | | | | | $ 38,156 | | | | | | | | $ 38,156 |
| 707.03 | Alternative Fuels Vehicle Planning | $ - | | | | | | $ 52,112 | | | | | | | | $ 52,112 |
| 707.04 | Goods & Freight Coordination and Planning | $ - | | | | | | $ 5,300 | | | | | | | | $ 5,300 |
| 707.08 | ShastaReady Adaptation Planning (grant = match) | $ 17,459 | 0 | | | | | | $ - | | $ 134,753 | | | | | $ 152,212 |
| 707.09A | SR 273 Northern Section Multimodal Corridor Plan | | | | | | | | $ 124,893 | | | | | $ 500,000 | | $ 624,894 |
| 707.09B | SR 273 Southern Section Multimodal Corridor Plan | | | | | | | | | | | | | $ 475,000 | | $ 475,000 |
| 707.10 | North State Intercity Bus to Rail Plan | | | | | | | $ 37,808 | | | | | | | $ 291,819 | $ 329,628 |
| | **Total Work Element 707** | **$ 17,459** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 133,377** | **$ 124,893** | **$ -** | **$ 134,753** | **$ -** | **$ -** | **$ 975,000** | **$ 291,819** | **1,677,302** |
| **708** | **TRANSPORTATION DEVELOPMENT ACT** | | | | | | | | | | | | | | | |
| 708.03 | Transportation Development Act Management | | | | | | | $ 102,357 | | | | | | | | $ 102,357 |
| 708.04 | Transit and CTSA Agency Administration | | | | | | | $ 56,796 | | | | | | | | $ 56,796 |
| | **Subtotal Work Element 708** | **$ -** | **0** | **0** | **$ -** | **$ -** | **$ -** | **$ 159,153** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | | | **$ 159,153** |
| **800** | **OTHER** | | | | | | | | | | | | | | | |
| 801.01 | North State Super Region | | | | | | | | | $ 4,031 | | | | | | $ 4,031 |
| | **Subtotal Work Element 800** | **$ -** | **0** | **0** | **$ -** | **$ -** | **$ -** | **$ -** | **$ -** | **$ 4,031** | **$ -** | **$ -** | **$ -** | | | **$ 4,031** |
| | **Total of Budget by Fund Source** | **$ 658,947** | **$ 92,906** | **$ -** | **$ 66,914** | **$ 86,268** | **$ 15,320** | **$ 937,957** | **$ 214,087** | **$ 4,031** | **$ 134,753** | **$ 403,334** | **$ 556,744** | **$ 975,000** | **$ 291,819** | **$ 4,345,175** |

** Toll credits provided by the State of California are being utilized as a match for federal FHWA PL and FTA 5303 funds. The FHWA PL and FTA 5303 amounts shown in the Budget Revenue Summary Sheet represent 100% of the total federal participation cost, therefore toll credits are not included in the total revenue amount.*

**WORK ELEMENT 700.98** — **Indirect Cost PTO**

**Agency: SRTA** — **Total Budget (FY 2021/22): $ 114,566**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations | FY 2021/22 | | | |
|---|---|---|---|---|
| | Expenditures | | Amount | |
| **SRTA** | | | | |
| Personnel - Direct PTO Salaries | $ 114,566 | | | |
| | | | | |
| **TOTAL:** | **$ 114,566** | | | |

**Previous Accomplishments**
Kept records of paid time off.

**Objective**
To record paid time off in a separate work element.

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

**Product 1: Indirect Cost PTO**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 1.1 | Record paid time off | SRTA | Jul 2020 - Jun 2022 |

| WORK ELEMENT 700.99 | Indirect Cost Allocation Plan |
|---|---|

**Agency:** SRTA **Total Budget (FY 2021/22): $ 1,004,158**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Services & Supplies | FY 2021/22 | |
|---|---|---|
| | Amount ($) | Total Expenditures |
| SRTA | | INDIRECT |
| Building Occupancy: | | |
| Depreciation (Suite 202) | 104,015 | 104,015 |
| Interest | 9,588 | 9,588 |
| Insurance | 6,806 | 6,806 |
| Repairs | 2,749 | 2,749 |
| Janitorial | 6,495 | 6,495 |
| Elevator | 4,700 | 4,700 |
| Landscape | 3,005 | 3,005 |
| Taxes | 256 | 256 |
| Security | 7,565 | 7,565 |
| Utilities | 11,003 | 11,003 |
| Advertising | 2,000 | 2,000 |
| Copier | 2,245 | 2,245 |
| Communication | 15,397 | 15,397 |
| Depreciation | 51,446 | 51,446 |
| Books and Educational Materials | 200 | 200 |
| Office Supplies | 2,898 | 2,898 |
| Taxes | 34 | 34 |
| Computer Support | 27,291 | 27,291 |
| Dues/Subscriptions | 9,989 | 9,989 |
| Postage | 272 | 272 |
| Educational Training | 2,990 | 2,990 |
| Repairs and Maintenance | 0 | 0 |
| Software | 5,171 | 5,171 |
| Public Notice | 3,949 | 3,949 |
| Travel | 686 | 686 |
| Licenses | 3,100 | 3,100 |
| Meetings | 60 | 60 |
| Insurance | 5,901 | 5,901 |
| Audit/Acturial Services | 46,956 | 46,956 |
| Legal Services | 18,561 | 18,561 |
| Personnel Services | 2,261 | 2,261 |
| Small Office Equipment | 7,816 | 7,816 |
| Conference/training | 1,600 | 1,600 |
| **Sub Total** | 367,005 | 367,005 |
| **INDIRECT SALARIES & BENEFITS**<br>NOTE - General Administration, office functions and allocable staff costs not directly attributable to specific work elements (Per ICAP filing). | 522,588 | 522,588 |
| **PTO (WE 700.98)** | 114,566 | 114,566 |
| **TOTAL:** | **1,004,158** | **1,004,158** |

**Previous Accomplishments**

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

**Objective**

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

**Discussion**

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

**Product 1: Indirect Cost Allocation Plan Administration**

| | Task/Activity | Resp. Agency | Schedule |
|---|---|---|---|
| 1.1 | Payment to vendors for non-consultant services, including office services, rent and utilities. Also includes membership dues for professional planning accreditation (American Planning Association) and other associations as warranted. | SRTA | Jul 2020 - Jun 2022 |
| 1.2 | Prepare and file reports with funding agencies | | |
| 1.3 | Implement SRTA Personnel Policies including preparation of employee evaluations | | |
| 1.4 | Maintain and administrate SRTA benefit programs | | |
| 1.5 | Prepare reports for management | | |
| 1.6 | Prepare annual fiscal reports | | |

## WORK ELEMENT 701.01 — Regional Transportation Plan (RTP)

**Agency:** SRTA  **Total Budget (FY 2021/22): $ 273,611**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | | | | | | |
| SRTA | Direct | Indirect | FHWA PL | Toll Credits* | Total FHWA PL | 5303 carryover | Toll Credits* | Total 5303 carryover | LTF |
| Personnel | $ 92,087 | $ 93,363 | $ 79,261 | $ 10,269 | $ 89,530 | $ 13,563 | $ 1,757 | $ 15,320 | $ 80,600 |
| Services & Supplies | $ 951 | | $ 842 | $ 109 | $ 951 | | | | |
| Human Resources | $ 2,210 | | $ 1,957 | $ 253 | $ 2,210 | | | | |
| | | | $ - | $ - | $ - | | | | |
| **Consultant Environmental Impact Report** | $ 70,000 | | $ 61,971 | $ 8,029 | $ 70,000 | | | | |
| **Consultant Graphic Design** | $ 15,000 | | $ 13,280 | $ 1,721 | $ 15,000 | | | | |
| for Task 3.3 (RTP Report) and 3.4 (Ways & Means) | | | | | | | | | |
| **TOTAL:** | **$ 180,248** | **$ 93,363** | **$ 157,310** | **$ 20,381** | **$ 177,691** | **$ 13,563** | **$ 1,757** | **$ 15,320** | **$ 80,600** |

**Toll Credits are shown for matching purposes only and are not considered revenue*

**Previous Accomplishments**

The 2018 RTP, Sustainable Communities Strategy, and Environmental Impact Report, was adopted October 9, 2018. SRTA worked with the California Air Resources Board to develop revised SB 375 targets for the year 2035 and provide data for the SB 150 assessment of progress made in meeting GHG emission reduction targets.

**Objective**

To plan for the safe and efficient management, operation, and development of a regional inter-modal transportation system that, when linked with appropriate land use planning, serves the mobility needs of goods and people as well as reduced per capita vehicle miles traveled and associated greenhouse gas emissions necessary to meet CARB-assiged regional targets.

**Discussion**

As a prerequisite to receiving state and federal funding, an RTP must be prepared in compliance with state (California Government Code Section 65080 et seq.) and federal (U.S. Code Title 23, Section 134 et seq.) regulations. The RTP represents a 20 year planning horizon and includes a Sustainable Communities Strategy pursuant to California Senate Bill 375, which identifies a set of strategies that, if implemented, would help the region meet its CARB-assigned greenhouse gas emissions reduction targets. Federal transportation bill provisions must also be included in the RTP, including performance-based planning and programming requirements. SRTA updates the RTP every four years and incorporates the Regional Housing Needs Assessment (RHNA) every other cycle.

*Note: Consultant support for the 2018 RTP in the areas of travel demand modeling and Geographic Information Systems (GIS) analyses are budgeted under WE 705.05 and WE 705.02 respectively.*

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

The RTP is one of five core MPO activities and is developed in compliance with state and federal RTP guidance. It serves as the overaching framework for guiding secondary planning efforts (e.g. modal plans, project studies, etc). It includes a list of projects for inclusion in RTIP and capital grant applications. The RTP will include integration of Performance Based Planning and Programming (see 701.03, Draft Performance Plan). It includes the California required Sustainable Communities Strategy that addresses CARB-assigned greenhouse gas emission reduction targets.

**FY 2021/22 Deliverables (anticipated delivery date)**

1) Ways and Means regional report (Dec 2021); and 2) 2022 RTP, including EIR and SCS (Oct 2022).

**Task 1: 2018 RTP and SCS implementation**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 1.1 | Facilitate the development of SCS-related projects and programs (*NOTE: LTF in the budget is for non-PL eligible, SCS-related activities* ). Examples include infill and redevelopment projects; programs that encourage the use of alternative travel modes; and local policies that reduce dependency on single-occupancy vehicles. This task includes extensive communication and coordination activities with local agencies, developers, and other community stakeholders. | SRTA | Jul 2021 - Jun 2022 |
| 1.2 | Participate in interagency meetings that support the policy-level implementation of the RTP, including: California Freight Advisory Committee, California Transportation Plan Policy Advisory Committee, Strategic Highway Safety Plan, local jurisdiction council/board meetings, and/or similar such meetings. For SCS-related activities, LTF has been included in this work element budget. | | |

**Task 2: 2018 RTP and SCS maintenance and interagency coordination**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 2.1 | Perform RTP amendments, if needed. | SRTA | Jul 2020 - Jun 2022 |
| 2.2 | Consultation and coordination with state and federal partners to ensure planning alignment and eligible use of funds. | | |

**Task 3: 2022 Regional Transportation Plan Development**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 3.1 | Monitor and track federal or state policies that may impact the content of the 2022 RTP. | SRTA w/ consultant/vendor | Jul 2021 - Oct 2022 |
| 3.2 | Complete if needed the procurement of technical services for Environmental Impact Report (EIR). *Note: procurement for new travel demand model is included in 705.05.* | | |
| 3.3 | Complete development of 2022 RTP/SCS by October 2022, including all items on RTP Checklist and SCS requirements. Early and ongoing consultation with CARB regarding SCS strategies and technical methodology (NOTE: LTF is included in the budget is for non-PL eligible, SCS-related activities). | | |
| 3.4 | Prepare a new 'Ways & Means' in advance of the 2022 RTP planning process, for presentation to the board of directors and public. It is anticipated that the report will include: 1) overarching federal and state planning priorities; 2) short term (four-year RTP cycle) regional priorities, as described in the RTP at the end of each modal assessment; 3) performance measures, targets, and progress toward these targets as a result of SRTA activities and investments (see 701.03, Draft Performance Plan); and 4) new or upcoming anticipated projects in development. | | |

## WORK ELEMENT 701.03 — Performance Measures

**Agency:** **SRTA** **Total Budget (FY 2021/22): $ 17,336**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | | | |
|---|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | | |
| **SRTA** | **Direct** | **Indirect** | **FHWA PL** | **Toll Credits*** | **Total FHWA** |
| Personnel | $ 8,409 | $ 8,526 | $ 14,992 | $ 1,942 | $ 16,935 |
| Services & Supplies | $ 200 | | $ 177 | $ 23 | $ 200 |
| Human Resources | $ 202 | | $ 179 | $ 23 | $ 202 |
| | | | | | |
| **TOTAL:** | **$ 8,811** | **$ 8,526** | **$ 15,348** | **$ 1,988** | **$ 17,336** |

**Toll Credits are shown for matching purposes only and are not considered revenue*

**Previous Accomplishments**

Participated in the development of MAP-21 performance-based planning, including federal rulemakings on performance measures. Monitored and participated in the development of 2016 Regional Transportation Improvement Program (RTIP) performance indicators and measures. Adopted regional Safety performance measure targets by support state adopted safety targets. Participated in webinars and meetings regarding transportation asset management, pavement, bridge and System Performance/Freight/CMAQ performance measure targets. SRTA adopted updated State PM1, PM2, and PM3 and reevaluated and reconfirmed the Shasta Region's acceptance of state targets for each measure. Prepared transportation performance measure performance status as appendix to 2021 FTIP.

**Objective**

Utilize data develop under 701.11 (Regional Data Collection) and obtained from other sources (e.g. project- and plan-specific data collection) to set and track performance measures aligned with federal goals (safety, bridge and pavement condition, and system performance) and state goals (regional greenhouse gas emissions reduction, individual grant program objectives, etc.) in order to guide performance based planning and programming.

**Discussion**

Objectives that are not measured cannot be effectively managed and improved upon. The current federal transportation bill (FAST Act of 2016) continues performance-based planning and programming requirements for the RTP and transportation improvement programs. At the state level, CARB requires extensive regional and sub-regional data to assess progress toward SB375-related greenhouse gas emission reductions. A variety of performance measures are also needed by SRTA when applying for planning and capital grant funds. Performance measures allow the region to: track trends in key policy areas; measure progress toward mandates and regional goals; make a case for discretionary transportation funding, and evaluate the effectiveness of regional mobility strategies. Ideally, performance goals are attached to the allocation of human and fiscal resources. Performance measure targets must be incorporated into SRTA's Regional Transportation Plan and Transportation Improvement Programs each time they are updated.

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

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

The FAST Act requires the integration of Performance Based Planning and Programming (PBPP) into the entire planning process, including the RTP, OWP, and TIPs. Performance measures also support multiple core MPO functions, including the evaluation of alternatives, public involvement by summarizing the benefits and costs of transportation projects and programs, and the prioritztion of projects for the RTP and TIPs.

**FY 2021/22 Deliverables (anticipated delivery date)**

1) Letters of concurrence with statewide PM1, PM2, and PM3 federal performance measures (typically in Dec); 2) Draft Performance Plan (Mar 2022). .

**Task 1: PM 1 - Safety Performance Measure Targets**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 1.1 | Participate in statewide meetings and discussions regarding annual targets. Review draft data. Provide input as needed on methodologies and targets. | SRTA | As needed |
| 1.2 | Review final state performance targets and determine approach for regional targets. | | July - Oct (annual) |
| 1.3 | Draft and present recommendations to SRTA Board of Directors to adopt regional targets (if needed). | | Nov - Jan (annual) |
| 1.4 | Submit regional targets to Caltrans. | | |

**Task 2: PM 2 - Bridge, Pavement & Transportation Asset Management Performance Measure Targets**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 2.1 | Participate in statewide meetings and discussions regarding annual targets. Review draft data. Provide input as needed on methodologies and targets. | SRTA | As needed |
| 2.2 | Review final state performance targets and determine approach for regional targets. | | July - Oct (annual) |
| 2.3 | Draft and present recommendations to SRTA Board of Directors to adopt regional targets (if needed). | | Nov - Jan (annual) |
| 2.4 | Submit regional targets to Caltrans. | | |

**Task 3: PM 3 - System Performance/Freight/CMAQ Performance Measure Targets**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 3.1 | Participate in statewide meetings and discussions regarding annual targets. Review draft data. Provide input as needed on methodologies and targets. | SRTA | As needed |
| 3.2 | Review final state performance targets and determine approach for regional targets. | | July - Oct (annual) |
| 3.3 | Draft and present recommendations to SRTA Board of Directors to adopt regional targets (if needed). | | Nov - Jan (annual) |
| 3.4 | Submit regional targets to Caltrans. | | |

**Task 4: Transit Asset Management Performance Measure Targets**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 4.1 | Work with RABA and Shasta County on transit asset performance measures, advise on targets, coordinate meetings with federal and state partners, and advise on any federal/state changes. | SRTA | July - Oct (annual) |
| 4.2 | Establish regional transit asset management performance targets and priortize investments. | SRTA | 180 days after RABA sets targets. |

**Task 5: Draft Performance Plan**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 5.1 | Prepare a Draft Performance Plan addressing the following topics: 1) list of pertinent federal and state performance outcomes and reporting requirements; 2) list of specific performance metrics to be measured; 3) list of data inputs necessary for calculating performance metrics (including already acquired and to be obtained data); 4) data sources; 5) timeline for future data updates; 6) data budget; and 7) approach for integrating the plan into the regional planning process, including the RTP, OWP, and TIPs, including an analysis of expected effectiveness of selected projects in meeting adopted performance targets. | SRTA | July 2021 - Mar 2022 |

## WORK ELEMENT 701.09 — Air Quality

**Agency:** SRTA **Total Budget (FY 2021/22)** $ 9,061

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | | | |
|---|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | | |
| **SRTA** | **Direct** | **Indirect** | **FHWA PL** | **Toll Credits*** | **Total FHWA** |
| Personnel | $ 4,348 | $ 4,408 | $ 7,752 | $ 1,004 | $ 8,756 |
| Services & Supplies | $ 200 | | $ 177 | $ 23 | $ 200 |
| Human Resources | $ 104 | | $ 92 | $ 12 | $ 104 |
| | | | | | |
| **TOTAL:** | **$ 4,652** | **$ 4,408** | **$ 8,021** | **$ 1,039** | **$ 9,061** |

**Toll Credits are shown for matching purposes only and are not considered revenue*

**Previous Accomplishments**

Reviewed regional air quality reports. Tracked EMFAC model changes. Reviewed potential implications of US EPA changes to Ozone standards.

**Objective**

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

**Discussion**

Transportation is the single largest source of atmospheric emissions in California. Shasta County is currently classified as having "attainment" status for federal air quality standards, but this may change as population and travel demand grows. In 2015, the US Environmental Protection Agency (EPA) lowered the Ozone 8-hour standard to 0.070 parts per million (ppm). In the most recent 2015 Annual Monitoring Report the Anderson & Lassen Volcanic sites showed a 3-year average of 0.068 ppm. SRTA will continue to monitor and review air quality reports and work with regional and state partners should any sites reach or exceed the federal standards.

SRTA must monitor trends, measure impacts, and coordinate planning with Shasta County AQMD, Caltrans, and the California Air Resources Board (ARB), as needed. In addition to public health impacts, air quality is directly tied to transportation funding decision-making. CARB 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. If the Shasta region loses its "attainment" status for any air quality standard, then SRTA may need to develop a more robust air quality analysis review of regional projects and conduct an air quality conformity analysis report as part of a subsequent Regional Transportation Plan update.

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

Protecting air quality is a core MPO activity for regions in air quality non-attainment. The Shasta Region is in attainment; however the region is inching closer to non-attainment thresholds. Whereas SRTA's plans, program, and investments impact National Ambient Air Quality Standards, this work element is needed to track changes in Criteria Air Pollutants, including Ozone, CO, PM 2.5, and PM 10, and to prepare appropriate responses. Through the use of EmFAC, SRTA can evaluate the impact of individual projects and programs of projects such as the RTP. This is required for the RTP EIR and supports other activities, such as grant seeking.

**FY 2021/22 Deliverables (anticipated delivery date)**

This work element includes a small number of staff hours needed for monitoring potential air quality impacts to the region, interagency communications, and staying abreast of technical/modeling methods and tools. Emissions modeling outputs and technical analysis are developed. Deliverables: as needed.

**Task 1: Regional air quality planning**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 1.1 | Interagency coordination, including monitoring and communications with Shasta County Air Quality Management District (AQMD) and the California Air | SRTA | Jul 2021 - Jun 2022 |
| 1.2 | Monitor federal air quality reports, California air quality reports, and related state/federal legislation. Take action as appropriate. | | |
| 1.3 | Initiate strategies needed to comply with state and federal air quality standards. | | |

**Task 2: Regional air quality modeling capacity**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 2.1 | Participate in web-based training for SRTA staff operation of the EMFAC model. | SRTA | Jul 2021 - Jun 2022 |
| 2.2 | Participate in statewide EMFAC model update workgroups and provide input as needed. | | |
| 2.3 | Integrate updated releases of EMFAC model with SRTA's activity-based travel demand model. | | |

**Task 3: SRTA Staff-performed EMFAC Post-Processing**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 3.1 | EMFAC post processing performed by SRTA staff in support of planning and decision-making processes. *Note: consultant-performed post-processing is performed under WE 705.05.* | SRTA | Jul 2021 - Jun 2022 |

## WORK ELEMENT 701.11 — Regional Data

**Agency:** SRTA — **Total Budget (FY 2021/22): $ 57,897**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | | | | |
|---|---|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | | | |
| SRTA | Direct | Indirect | FHWA PL | Toll Credits* | Total FHWA PL | LTF |
| Personnel | $ 8,685 | $ 8,805 | $ 8,401 | $ 1,088 | $ 9,490 | $ 8,000 |
| Services & Supplies | $ 199 | | $ 88 | $ 11 | $ 99 | $ 100 |
| Human Resources | $ 208 | | $ 90 | $ 12 | $ 102 | $ 106 |
| | | | | | | |
| Consultant - IDAX (Product 2) *(TSA exp 6/30/22)* | $ 40,000 | | | | | $ 40,000 |
| **TOTAL:** | **$ 49,092** | **$ 8,805** | **$ 8,579** | **$ 1,112** | **$ 9,691** | **$ 48,206** |

**Toll Credits are shown for matching purposes only and are not considered revenue*

**Previous Accomplishments**

SRTA submitted transportation data aggregated from local agencies for 2014 Highway Performance Measuring System (HPMS) reporting and supported local agencies in responding to the California Local Streets and Roads Assessment. Data was submitted to the most recent California Local Streets and Roads Statewide Needs Assessment. SRTA submitted requested HPMS data to Caltrans for counts through 2016. SRTA contracted with a vendor to perform all 218 HPMS travel data counts in FY 2018/2019. SRTA also provided CARB with the best available regional data for the 2018 Progress Report on California's Sustainable Communities and Climate Protection Act, as required under SB150. Monitored and participated in the development of 2016 Regional Transportation Improvement Program (RTIP) performance indicators and measures

**Objective**

To collect data needed for 701.03 (Performance Measures) and report to funding and oversight partners. Data generated is also analyzed in other work elements to support grant seeking and regional decision making processes.

**Discussion**

There is a backlog of transportation infrastructure and mobility needs at all levels. These needs must be identified and communicated, and the performance of subsequent investments must be measured. This requires system and travel data, including traffic counts, pavement condition assessments, safety statistics, and other transportation statistics and analyses. Results are utilized to validate travel demand modeling data and to develop transportation improvement plans. The Highway Performance Monitoring System (HPMS) is a federally-mandated, nationwide program that provides information on the extent, condition, performance, usage, and operating characteristics of the nation's highways. Data collected for any road open to public travel are reported in HPMS. Caltrans annually requests data from all MPOs and local agencies. Additional information is provided via the Caltrans HPMS website (http://www.dot.ca.gov/hq/tsip/hpms/) and outlined in the 'Instructions for Updates, Including the HPMS Data Items dated March 2011. Local agencies are highly encouraged to submit data for the California Local Streets and Roads Statewide Needs Assessment in order to quantify transportation system deficiencies and support appropriate funding levels. HPMS and Local Streets and Roads data are utilized by SRTA for tracking progress and developing targets for federal, state and regional MAP-21/FAST Act performance measures, updating travel model data, and for use in SRTA's planning and programming activities. Transportation data will be incorporated into the region's activity-based travel demand model for the 2022 RTP. In addition, various transportation, land use, and emissions data is needed by CARB to complete the SB150-required annual progress report on California's Sustainable Communities and Climate Protection Act. SRTA was greatly challenged in providing this data because much of it had to be developed after the fact. Moving forward, SRTA aims to establish a data program that generates needed data concurrent and integrated with the planning process.

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

Data forms the foundation of Performance Based Planning and Programming (i.e.PM1, PM2, and PM3) and in addressing state policy implementation (e.g. greenhouse gas emission reduction targets and grant program specific objectives). Regional data also supports multiple core MPO functions, including the evalation of alternatives and public involvement by summarizing the benefits and costs of transportation projects and programs. Data also supports the prioritization of projects for the RTP and TIPs.

**FY 2021/22 Deliverables (anticipated delivery date)**

1) Travel data, collected in accordance with Draft Performance Plan (see 701.03) (May-Jun 2022); and 2) Packaged data made available on SRTA's website or other means (June 2022).

**Task 1: Regional Travel Data Collection**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 2.1 | Manage consultant (IDAX) technical services agreement, including invoicing, amendments, and other activities as needed. Review and process data. | SRTA | Ongoing |
| 2.2 | Acquire data as identified by Draft Performance Plan (701.03) as needed to fill data gaps, including obtaining existing data from public sources, generated via project studies, or potentially purchasing or generating data if no open source data is available. May include the pursuit of grant funds for data | | |

**Task 2: Technical Support for Local Agency Data Collection**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 2.1 | Provide technical support to local agencies in generating data needed for federal and state performance measures. Specific examples include encouragement and support in applying for Local Roadways Safety Plans, responding to the California Statewide Local Streets and Roads Needs Assessment, and similar pursuits. | SRTA | Jul 2021 - Jun 2022 |

**Task 3: Data Sharing**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 3.1 | Generate and/or maintain web-friendly data and map-based geo-spatial presentations. | SRTA | As needed |
| 3.2 | Post data on SRTA website and update become available and is needed by partner agencies. | | |

| WORK ELEMENT 701.13 | SCS Development & Support (FY 2019/20 Funds) |
|---|---|

**Agency:** SRTA **Total Budget (FY 2021/22): $ 95,792**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | | | | | |
|---|---|---|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | | | | |
| SRTA | Direct | Indirect | FHWA PL C/O | Toll Credits* | Total FHWA C/O | LTF | SB1 19/20 Formula |
| Personnel | $ 5,197 | $ 5,269 | | | | $ 10,465 | $ - |
| Services & Supplies | $ 200 | | $ - | | | $ 200 | $ - |
| Human Resources | $ 125 | | | | | $ 125 | $ - |
| | | | | | | $ - | |
| **City of Redding** (Consultant:TJKM) | $ 85,002 | | | | | $ 9,750 | $ 75,252 |
| | | | | | | | |
| **TOTAL:** | **$ 90,523** | **$ 5,269** | **$ -** | **$ -** | **$ -** | **$ 20,539** | **$ 75,252** |

**Toll Credits are shown for matching purposes only and are not considered revenue*

**Previous Accomplishments**

SRTA developed and administered an Infill & Redevelopment Incentive Pilot Program in 2015, which provided technical assistance in support of the City of Redding and K2 Development's Affordable Housing and Sustainable Communities (AHSC) Program grant application. A $20M grant was awarded and redevelopment was completed in early 2021 on the vacant Dicker's Department Store, including new complete streets surrounding the project and active transportation improvement connecting the Downtown Transit Center and the Sacramento River Trail. Cycle II of SRTA's Infill & Redevelopment Progam provided funding to the city of Redding for active transportation corridor planning and a downtown parking study. Deliverables supported a joint AHSC application submitted by The McConnell Foundation, K2 Development, and the city of Redding in January 2018, resulting in a second $20M AHSC grant, and a $4M IIG grant, for the redevelopment of the Downtown Parking Structure into mixed use housing/commercial, connect Yuba and Butte Streets to California Street, and enhance non-motorized facilities. Construction is underway with anticipated completion in 2021. Specific to FY 2019/20 SB1 Formula funds, SRTA executed a sub-recipient agreement with the city of Redding to carry out the Park Marina Corridor Plan, which was about 90% complete in FY 20/21. SRTA participated in outreach activities and reviewed and approved city/consultant invoices.

**Objective**

To provide technical assistance to local agency and private sector partners in identifying projects, performing conceptual design, and carrying out analyses needed to advance projects that support implementation of the Regional Transportation Plan/Sustainable Communities Strategy (SCS) and meeting greenhouse gas emission reduction targets through coordinated transportation investment and land use strategies. As these partnerships and investments begin to yield tangible outcomes, SRTA will continue to align planning and infrastructure investments to achieve the critical mass and intensity of factors known to influence travel behavior - also known as the 5 'D Factors' described in the 2018 RTP/SCS.

**Discussion/Project Justification**

In order to maintain livable and economically active communities, investments in transportation infrastructure and services must be balanced with transportation-efficient land use – meaning a mix of development types, closer together, with access to multiple travel options. The 2018 Regional Transportation Plan (RTP) includes ambitious assumptions for new housing, jobs, and commercial development in Strategic Growth Areas (see attached map) served by the next generation of active transportation infrastructure and public transportation services. SRTA may utilize regional funds and programs to influence and facilitate these goals, but the 2018 RTP cannot be realized without local agency and private sector participation. The Infill & Redevelopment Incentive Pilot Program was developed to cultivate projects and partnerships needed to compete for grants. SCS land use patterns are supported by multi-modal services, programs, and infrastructure developed under different work elements of this OWP.

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

This work element is funded with SB 1 Formula Funds, administered through the Caltrans Sustainable Communitie Grant Program. Through this work element, projects are fostered with local jurisdictions and community partners that implement the region's adopted SCS. The Park Marina Corridor is located in the Downtown Redding Strategic Growth Area - an area designated for increased housing and jobs served by mulitmodal infrastructure and services. Certain elements of the city of Redding's area plan need to be refreshed, including public outreach, in order to guide the developement of this corridor. Once completed, SRTA, the city of Redding, and local private sector developers will be able to move forward with capital investments and capital grant applications for projects that implement the plan and make quantifiable progress toward regional GHG emission reduction targets.

**FY 2021/22 Deliverables (anticipated delivery date)**

Park Marina Corridor Plan (Sept 2021) and presentation to the SRTA Board of Directors (Nov 2021)

| Task 1: | Park Marina Corridor Plan | | |
|---|---|---|---|
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 1.1 | Research, data collection, analysis and modeling. Includes: a) consideration of city vision and intent (*deliverable: technical memo*); b) review existing technical data and compile/collect data needed for planning analysis (*deliverable: technical memo*); c) traffic forecasts (*deliverable: ShastaSIM outputs*); d) right of way survey (*deliverable: right of way maps*); e) preliminary investigations to indentify future environmental work (*deliverable: technical memo*); and f) traffic operation analysis and modeling (*deliverable: ShastaSIM outputs and technical memo*). | City of Redding, consultant (TJKM) | Jul - Sept 2021 |
| 1.2 | Project meetings and outreach. Includes: a) project management; and b) public outreach (deliverable: outreach plan and outreach products). | | |
| 1.3 | Production of Park Marina Drive Corridor Plan. Includes: a) draft Park Marina Corridor Plan (*deliverable: draft plan*); b) final Park Marina Corridor Plan (*deliverable: final plan*). | | |

| Task 2: | SRTA Oversight | | |
|---|---|---|---|
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 2.1 | Participate in planning process, including public outreach events, review and comment on draft material, and other technical support tasks. *Note: ShastaSIM modeling to be provided through on-call service contract under WE 705.05).* | SRTA, | July - Nov 2021 |
| 2.2 | Review quarterly reports, process invoices, and other administrative support tasks. | | |

| WORK ELEMENT 701.14 | SCS Development & Support (FY 2020/21 Funds) |
|---|---|

**Agency:** SRTA **Total Budget (FY 2021/22):** $ 203,816

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | | | | | |
| SRTA | Direct | Indirect | FHWA PL C/O | Toll Credits* | Total FHWA C/O | PPM | SB1 20/21 Formula | LTF |
| Personnel | $ 19,092 | $ 19,357 | | | | | $ - | $ 38,449 |
| Services & Supplies | $ - | | $ - | | | $ - | $ - | |
| Human Resources | $ 458 | | | | | | $ - | $ 458 |
| | | | | | | $ - | | |
| Consultant | $ 164,909 | | | | | | $ 164,909 | $ - |
| | | | | | | | | |
| TOTAL: | $ 184,459 | $ 19,357 | $ - | $ - | $ - | $ - | $ 164,909 | $ 38,907 |

**Toll Credits are shown for matching purposes only and are not considered revenue*

**Previous Accomplishments**

SRTA developed and administered an Infill & Redevelopment Incentive Pilot Program in 2015, which provided technical assistance in support of the City of Redding and K2 Development's Affordable Housing and Sustainable Communities (AHSC) Program grant application. A $20M grant was awarded and redevelopment was completed in early 2021 on the vacant Dicker's Department Store, including new complete streets surrounding the project and active transportation improvement connecting the Downtown Transit Center and the Sacramento River Trail. Cycle II of SRTA's Infill & Redevelopment Progam provided funding to the city of Redding for active transportation corridor planning and a downtown parking study. Deliverables supported a joint AHSC application submitted by The McConnell Foundation, K2 Development, and the city of Redding in January 2018, resulting in a second $20M AHSC grant, and a $4M IIG grant, for the redevelopment of the Downtown Parking Structure into mixed use housing/commercial, connect Yuba and Butte Streets to California Street, and enhance non-motorized facilities. Construction is underway with anticipated completion in 2021. These type of efforts, that support SCS implementation together with local agency and private sector partners, now fall primarily under SB1 Formula funded work elements. In December 2019, SRTA awarded funds to the city of Redding for the Park Marina Corridor Plan (WE 701.13), with the goal of completing active transportation network gaps and setting the stage for transportation-efficient infill and redevelopment along this prominent but underutilized corridor. Specific to FY 2020/21 SB1 Formula funds, SRTA consulted with regional partners and developed a scope of work for a North State Hydrodgen Infrastructure Plan.

**Objective**

**General Use of SB1 Formula Funds**: To lend technical and financial assistance to local agency and private sector partners in identifying projects, performing conceptual design, and carrying out analyses needed to advance projects that support implementation of the Regional Transportation Plan/Sustainable Communities Strategy (SCS) and meeting greenhouse gas emission reduction targets through coordinated transportation investment and land use strategies. As these partnerships and investments begin to yield tangible outcomes, SRTA will continue to align planning and infrastructure investments to achieve the critical mass and intensity of factors known to influence travel behavior - also known as the 5 'D Factors' described in the region's RTP/SCS. **Use of FY 2020/21 SB1 Formula Funds**: One of the most cost-effective means of reducing transportation sector greenhouse gas emissions is through the use of zero emission vehicles. Although this does not reduce vehicle miles traveled as SB375 is intended to influence, increasing the number of zero emission vehicles in the regional fleet mix is needed to meet the very ambitious CARB-assigned performance target for the region. Accelerating the develpment of hydrogen fueling infratructure will increase consumer and fleet adoption of hydrogen vehicles and allow the LCTOP-funded SalmonRunner intercity bus service to operate as zero emission. Since the initial attention will be on non-SB375 class vehicles (i.e., freight vehicles) and the region can only count the portion of reduced VMT/GHG for SalmonRunner inside the regional boundaries, the direct and immediate impact on meeting the region's target will be small; however, this foot-in-the-door will lead to increased access for all users in the future.

**Discussion/Project Justification**

In order to maintain livable and economically active communities, investments in transportation infrastructure and services must be balanced with transportation-efficient land use – meaning a mix of development types, closer together, with access to multiple travel options. The 2015 Regional Transportation Plan (RTP) includes ambitious assumptions for new housing, jobs, and commercial development in Strategic Growth Areas (see attached map) served by the next generation of active transportation infrastructure and public transportation services. SRTA may utilize regional funds and programs to influence and facilitate these goals, but the region's RTP/SCS cannot be realized without local agency and private sector participation. The Infill & Redevelopment Incentive Pilot Program was developed to cultivate projects and partnerships needed to compete for grants. SCS land use patterns are supported by multi-modal services, programs, and infrastructure developed under different work elements of this OWP.

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

This work element is funded with SB 1 Formula Funds, administered through the Caltrans Sustainable Communitie Grant Program. Through this work element, projects are fostered with local jurisdictions and community partners that implement the region's adopted SCS. To aid in the development of projects, SRTA will be indentifying a range of potential strategies to prioritize for funding. Once the project has been identified, the OWP will be amended to include the scope, budget, and deliverables.

**FY 2021/22 Deliverables (anticipated delivery date)**

Task 1) Complete technical memo documenting potential strategies (if not already completed in prior FY), including GHG reduction/cost ratio, benefits to disadvantaged communities, and the value of collateral/indirect benefits, and present to SRTA Board of Directors (Jul - Nov 2021). Task 2) RFP and consultant contact (Nov 2021) and Draft Plan (June 2022).

| Task 1: | Identification and evaluation of prospective GHG emission reduction strategies necessary to meet CARB-assigned regional GHG emission reduction target for 2035 | | |
|---|---|---|---|
| Task/Activity | | Resp. Agency | Schedule |
| 1.1 | Identify a range of potential new GHG emission reduction strategies. Ideas will be selected from statewide best practices, consultation with local and regional partners, and a review of literature documenting the relationship between strategies and potential peformance outcomes. | SRTA | Jul - Nov 2021 |
| 1.2 | Evaluate the benefits of prospective strategies from a Disadvantaged Communities perspective and identify other collateral/indirect benefits. | | |
| 1.3 | Evaluate cost-benefit of prospective strategies, including GHG emission reduction potential and co-benefits (note: technical analysis performed by consultant to be charged to 705.02 (on-call GIS) and 705.05 (on-call travel modeling). | | |
| 1.4 | Present findings and recommendations to SRTA Board of Directors to receive direction needed for preparation of the 2022 RTP and SCS. | | |

| Task 2: | North State Hydrogen Infrastructure Plan | | |
|---|---|---|---|
| Task/Activity | | Resp. Agency | Schedule |
| 2.1 | To support the transition to zero-emission vehicles, including the Salmon Runner intercity bus and freight trucks on I-5 and interregional corridors, this plan will evaluate hydrogen production, transport, and refueling infrastructure needs. Siting recommendations and preliminary conceptual design work for high-priority facilities will also be developed to aid in capital grant seeking. The end goal is a regional hydrogen hub, located in the Shasta Region and servicing surrounding areas. | SRTA, consultant | Jul 2021 - Nov 2022 |

| WORK ELEMENT 701.15 | SCS Development & Support (FY 2021/22 Funds) |
|---|---|

**Agency:** SRTA **Total Budget (FY 2021/22): $ 186,187**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | | | | | |
|---|---|---|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | | | | |
| SRTA | Direct | Indirect | FHWA PL C/O | Toll Credits* | Total FHWA C/O | LTF | SB1 20/21 Formula |
| Personnel | $ 919 | $ 932 | | | | $ 1,852 | $ - |
| Services & Supplies | $ - | | $ - | | | $ - | $ - |
| Human Resources | $ 22 | | | | | $ 22 | $ - |
| | | | | | | $ - | |
| **Sub-Recipient (consultant tbd)** | $ 184,313 | | | | | $ 21,141 | $ 163,172 |
| | | | | | | | |
| **TOTAL:** | **$ 185,254** | **$ 932** | **$ -** | **$ -** | **$ -** | **$ 23,014** | **$ 163,172** |

**Toll Credits are shown for matching purposes only and are not considered revenue*

**Previous Accomplishments**

SRTA developed and administered an Infill & Redevelopment Incentive Pilot Program in 2015, which provided technical assistance in support of the City of Redding and K2 Development's Affordable Housing and Sustainable Communities (AHSC) Program grant application. A $20M grant was awarded and redevelopment was completed in early 2021 on the vacant Dicker's Department Store, including new complete streets surrounding the project and active transportation improvement connecting the Downtown Transit Center and the Sacramento River Trail. Cycle II of SRTA's Infill & Redevelopment Progam provided funding to the city of Redding for active transportation corridor planning and a downtown parking study. Deliverables supported a joint AHSC application submitted by The McConnell Foundation, K2 Development, and the city of Redding in January 2018, resulting in a second $20M AHSC grant, and a $4M IIG grant, for the redevelopment of the Downtown Parking Structure into mixed use housing/commercial, connect Yuba and Butte Streets to California Street, and enhance non-motorized facilities. Construction is underway with anticipated completion in 2021. These type of efforts, that support SCS implementation together with local agency and private sector partners, now fall primarily under SB1 Formula funded work elements. In December 2019, SRTA awarded funds to the city of Redding for the Park Marina Corridor Plan (WE 701.13), with the goal of completing active transportation network gaps and setting the stage for transportation-efficient infill and redevelopment along this prominent but underutilized corridor. Specific to FY 2021/22 SB1 Formula funds, SRTA consulted with Caltrans District 2 and local agency partners to develop a scope of work for the State Route 273 Comprehensive Multimodal Corridor Plan.

**Objective**

**General Use of SB1 Formula Funds**: To lend technical and financial assistance to local agency and private sector partners in identifying projects, performing conceptual design, and carrying out analyses needed to advance projects that support implementation of the Regional Transportation Plan/Sustainable Communities Strategy (SCS) and meeting greenhouse gas emission reduction targets through coordinated transportation investment and land use strategies. As these partnerships and investments begin to yield tangible outcomes, SRTA will continue to align planning and infrastructure investments to achieve the critical mass and intensity of factors known to influence travel behavior - also known as the 5 'D Factors' described in the region's RTP/SCS. **Use of FY 2020/21 SB1 Formula Funds:** The SR 273 corridor is home to many of the most disadvantaged communities in the region. From a transportation perspective, many of these communities have limited access to safe, comfortable, and/or affordable transportation options. For years SRTA has been tracking active transportation collisions resulting in injuries and fatalities, which are disproportionately high in number and severity. The more heavily populated areas along this corridor are included in the region's SCS as Strategic Growth Areas. In general, due to the many trip destinations and number of higher density residiential units, the northern portion of the corridor is highly suitable for a transit-oriented development and active transportation facilities that improves access to transit. The SR 273 Northern Section Multimodal Corridor Plan will address these issues and develop capital grant ready projects for regional and grant funding. Due to the size of the corridor, SB1 funding is insufficient to perform the plan. Funding in this work element is intended to augment a Caltrans Sustainable Communities Planning Grant (anticipated notice of awards, June 2021). *NOTE: Pending award or no award, this work element will need to be amended.*

**Discussion/Project Justification**

In order to maintain livable and economically active communities, investments in transportation infrastructure and services must be balanced with transportation-efficient land use – meaning a mix of development types, closer together, with access to multiple travel options. The 2015 Regional Transportation Plan (RTP) includes ambitious assumptions for new housing, jobs, and commercial development in Strategic Growth Areas (see attached map) served by the next generation of active transportation infrastructure and public transportation services. SRTA may utilize regional funds and programs to influence and facilitate these goals, but the region's RTP/SCS cannot be realized without local agency and private sector participation. The Infill & Redevelopment Incentive Pilot Program was developed to cultivate projects and partnerships needed to compete for grants. SCS land use patterns are supported by multi-modal services, programs, and infrastructure developed under different work elements of this OWP.

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

This work element is funded with SB 1 Formula Funds, administered through the Caltrans Sustainable Communitie Grant Program. Throught this work element, projects are fostered with local jurisdictions and community partners that that implement the region's adopted SCS. To aid in the development of projects, SRTA will be indentifying a range of potential strategies to prioritize for funding. Once the project has been identified, the OWP will be amended to include the scope, budget, and deliverables.

**FY 2021/22 Deliverables (anticipated delivery date)**

Call for projects. Actual project deliverables to be added by amendment once available.

| Task 1: | SR-273 Northern Section Multimodal Corridor Plan | | |
|---|---|---|---|
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 1.1 | SRTA has applied for grant funding through the Caltrans Strategic Partnerships Program for the SR-273 Northern Section Multimodal Corridor Plan. FY 21/22 SB1 Planning funds will provide additional resources needed to complete the project. The plan will include extensive public outreach and consider all travel modes, traffic operations, safety, and disadvantaged communities. The plan will incllude consideration of potential funding and provide a list of projects and conceptual designs that may be inserted into the RTP, TIPS, and capital grant applications | SRTA | Jul 2021 - Jun 2022 |

## WORK ELEMENT 702.01 — Transportation Improvement Programs (TIPS)

**Agency:** SRTA **Total Budget (FY 2021/22): $ 123,530**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | | | |
|---|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | | |
| SRTA | Direct | Indirect | FHWA PL | Toll Credits* | Total FHWA |
| Personnel | $ 60,373 | $ 61,209 | $ 107,636 | $ 13,945 | $ 121,582 |
| Services & Supplies | $ 500 | | $ 443 | $ 57 | $ 500 |
| Human Resources | $ 1,449 | | $ 1,283 | $ 166 | $ 1,449 |
| | | | | | |
| **TOTAL:** | **$ 62,322** | **$ 61,209** | **$ 109,362** | **$ 14,169** | **$ 123,530** |

*Toll Credits are shown for matching purposes only and are not considered revenue

**Previous Accomplishments**

Amended the 2019 Federal Transportation Improvement Plan (FTIP) and prepared and submitted new 2021 FTIP. Amendments to 2021 FTIP underway. The SRTA executive director has been granted authority to locally approve both administrative modifications, and formal amendments, to the FTIP. Prepared and published an annual list of federally obligated transportation projects for public information, per federal regulations. Prepared 2020 RTIP amendment.

**Objective**

To develop candidate projects for transportation programming needs under federal, state, and local transportation improvement programs consistent with the Regional Transportation Plan (RTP), fiscal constraints, and Federal transportation performance measures, as required.

**Discussion**

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

**NOTE: Data and PMs for the RTIP and FTIP is included in Data and PMs WE 701.11*

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

Development of a Federal Transportation Improvement Program is one of five core MPO functions and is prepared in compliance with state and federal guidance. Projects receiving federal and state funds are advanced for funding through the FTIP and are an integral part of the Performance Based Planning and Programming process.□

**FY 2021/22 Deliverables (anticipated delivery date)**

2021 Shasta FTIP Amendments (throughout year); Annual List of Federally Obligated Projects (Dec 2021); FY 2021/22 RSTP Exchange Projects and SCAs (Jun 2022); and 2022 RTIP (Dec 2021).

**Task 1: 2021 Shasta FTIP Amendments**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 1.1 | Receive, process, submit, and post FTIP formal amendment requests, including descriptive letter, CTIPS pages, grouped projects summary tables, financial summary tables, and summary of changes table. Formal amendments undergo a minimum 14-day public review. Subsequently, SRTA staff notifies cognizant agencies, and interested individuals, when formal amendments approved. | SRTA | Jul 2021- Jun 2023 |
| 1.2 | Administrative modifications amendments required, or requested, including all of the materials listed in task 1.1, less the financial summary tables. Administrative modifications do not undergo public review and are accepted as state and federally approved upon local approval. | | |

**Task 2: Monitor Implementation of 2020 and 2022 Shasta RTIPs**

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

**Task 3: California Federal Programming Group Meetings**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 3.1 | Attend CFPG meetings. Participate on CFPG Task Forces, as desirable. | SRTA | Bi-monthly |

**Task 4: Prepare 2022 Shasta RTIP**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 4.1 | Review 2022 Fund Estimate and Final STIP Guidelines; attend CTC workshops on 2022 STIP. | SRTA | Jun 2021 - Aug 2021 |
| 4.2 | Review regional shares available and discuss projects for 2022 RTIP, including analysis of projects in meeting adopted performance targets. Include assessment of how projects implement the RTP and SCS. | | Jul 2021 - Dec 2021 |
| 4.3 | Review RTP, performance measures, transportation authorization targets, and agency priorities in developing draft 2022 RTIP. | | |
| 4.4 | Circulate for public review and comment. | | |
| 4.5 | Approve 2022 RTIP and submit to CTC. | | |

**Task 5 2023 Shasta FTIP**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 5.1 | Gather and collect 2023 FTIP data. Assess potential projects' ability to meet adopted performance standards, as well as ability to implement the RTP and SCS. | SRTA | Dec-Mar 2021 |
| 5.2 | Develop 2023 FTIP in consultation with state, local, and federal partners. Post 2023 Shasta FTIP to web for review and approval. | | Mar - May 2022 |
| 5.3 | Finalize and complete 2023 FTIP, receive SRTA local approval, and submit to Caltrans, HQ Programming for federal approval. | | Jun-Jul 2022 |
| 5.4 | Upon federal approval of 2023 Shasta FTIP, notify interested parties/public and post to web. | | Dec 2022 |
| 5.5 | Prepare, process, submit, and post 2023 Shasta FTIP formal amendments and administrative modifications, similar to activities 1.1 and 1.2 above. | | Jul 2022 - Jun 2024 |

**Task 6 Prepare and Publish Annual List of Federal FY Federally-Obligated Projects**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 6.1 | Receive Caltrans list of federally-obligated streets, roads, and bicycle projects for prior federal fiscal year (FFY). | SRTA | Oct - Dec annually |
| 6.2 | Modify list for public use, add FTIP CTIPS numbers to projects, and solicit and add federally-funded transit projects. | | |
| 6.3 | Publish list of prior FFY federally-obligated projects within 90 days following the end of the prior FFY. Post to SRTA website. | | |

**Task 7 Annual List of Locally-Approved Regional Surface Transportation Program (RSTP) Projects**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 7.1 | With RSTP prior year estimates, solicit local project submissions per SRTA RSTP exchange policies. | SRTA | Apr - May annually |
| 7.2 | Evaluate submitted projects for eligibility and prepare staff recommendation for RSTP-funded projects. | | May - Jun annually |
| 7.3 | Present funding recommendations to SRTA Board of Directors for approval. | | Jun annually |
| 7.4 | Under WE 702.02, prepare RSTP sub-recipient cooperative agreements with local jurisdictions and disseminate for approval. | | Jun annually |

| **WORK ELEMENT 702.02** | **Overall Work Program (OWP)** |
|---|---|

**Agency:** SRTA **Total Budget (FY 2021/22): $ 280,611**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | | | | | | |
| SRTA | Direct | Indirect | FHWA PL | Toll Credits Match | Total FHWA PL** | FTA 5303 | Toll Credits Match | FTA 5303 Total | LTF |
| Personnel | $ 137,454 | $ 139,358 | $ 94,692 | $ 12,268 | $ 106,960 | $ 60,763 | $ 7,873 | $ 68,636 | $ 106,693 |
| Services & Supplies | $ 500 | | $ 443 | $ 57 | $ 500 | | | | |
| Human Resources | $ 3,299 | | $ 2,921 | $ 378 | $ 3,299 | | | | |
| | | | | | | | | | |
| **TOTAL:** | **$ 141,253** | **$ 139,358** | **$ 98,055** | **$ 12,704** | **$ 110,759** | **$ 60,763** | **$ 7,873** | **$ 68,636** | **$ 106,693** |

**Toll Credits are shown for matching purposes only and are not considered revenue*

**Previous Accomplishments**

Prior year budget and work plan prepared and adopted; quarterly reports completed, including descriptive summaries of work performed and corresponding budget expenditures; consultation and coordination with state and federal partners regarding the content and ongoing improvement of the OWP document; updated agency policies as appropriate and necessary; maintained and used a full-cost accounting system for fiscal management of US DOT funds; developed and executed sub-recipient cooperative agreements; developed and adopted policy for the distribution of planning funds to local partner agencies. Adopted new Overall Work Program policies and procedures for the agency (Section 2.24.10). Prepared prior FY regional planning priorities, draft OWP, and final OWP. Participated in annual OWP coordination meeting with state and federal oversight partners. In FY 20/21, the OWP format was updated to eliminate the second year informational budget and non-planning comprehensive budget. These are now included in a separate comprehensive budget presented to the SRTA Board of Directors each June. Annual sub-recipient cooperative agreements for the pass-through of planning, non-motorized, and RSTP funds annually developed

**Objective**

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

**Discussion**

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

*NOTE: Consolidated Planning Grant (CPG) funds are not used to implement non-CPG funded work elements. However, within Work Element 702.02, CPG funding is used to coordinate non-CPG funded work with CPG-funded work, thereby ensuring a program of projects and activities that work together to achieve federal, state, and regional objectives.*

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

The OWP serves as SRTA's work program, planning budget, and comprehensive budget. It articulates how SRTA's activiites align with federal and state funding eligibility and policy priorities. Performance Based Planning and Programming are integrated across the planning process, meaning that the RTP, OWP, TIPs, and other state- and federally-funded activities are working together to plan, fund, and implement projects and programs that provide quantfiable progress toward desired outcomes and performance targets.

**FY 2021/22 Deliverables (anticipated delivery date)**

1) Annual OWP Coordination meeting (November); 2) Regional planning priorities for the upcoming fiscal year (December); 3) Draft work element worksheets (February); 4) Draft OWP for interagency review; 5) Final draft OWP (April); 6) OWP Agreement (May plus amendments as required); 7) OWP Amendments; and 8) Sub-recipient Cooperative Agreements (SCAs).

| **Task 1:** | **Closeout of Prior FY OWP and Budget** | | |
|---|---|---|---|
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 1.1 | Prepare prior year certification of expenditures and close out reports for submittal to Caltrans. | SRTA | Jul - Sept annually |
| **Task 2:** | **Management of Current FY OWP and Budget** | | |
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 2.1 | Administer/amend and oversee subrecipient cooperative agreements (general and RSTP) with local agency subrecipients. | SRTA | On-going |
| 2.2 | Track staff hours on work tasks and review budget expenditures. | | |
| 2.3 | Prepare and submit invoices and quarterly progress reports to Caltrans, including SRTA and sub-recipient activity, as well as Disadvantaged Business Enterprise (DBE) reporting forms. | | Quarterly |
| 2.4 | Prepare bi-yearly DBE reporting to submit to Caltrans, Headquarters. | | Apr and Oct annually |
| 2.5 | Prepare and submit Year End Package and OWP Final Products to Caltrans District. | | Due Aug 31 annually |
| **Task 3:** | **OWP Amendments** | | |
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 3.1 | Prepare staff report and budget documents for SRTA Board of Directors approval (typically 2-3 amendments per year). | SRTA | As needed |
| 3.2 | Coordinate with Caltrans District 2 and submit required documentation to Caltrans for federal and state approval. | | |
| **Task 4:** | **Prepare Next FY OWP** | | |
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 4.1 | Annual OWP coordination meeting with Caltrans, FHWA, and FTA. | SRTA | Nov/Dec annually |
| 4.2 | Prepare and present regional planning priorities for board of directors' approval. | | Oct - Dec annually |
| 4.3 | Prepare and distribute local agency call for planning projects based on regional planning priorities, Federal Planning Factors, and California Planning Emphasis Areas, and evaluate proposals. May depend on available funding. | | Aug - Jan annually |
| 4.4 | Update prospectus and prepare draft FY 2022/23 work elements. | | Nov - Feb annually |
| 4.5 | Analyze SRTA staff and labor needs, allocate staff hours across work elements, and prepare draft budget, including: personnel, services and supplies, consultant work, local agency sub-allocations, and indirect costs. | | |
| 4.6 | Prepare and present draft OWP to board of directors for review and comment. | | Feb annually |
| 4.7 | Submit draft OWP to state and federal agencies for review and comment. | | Mar annually |
| 4.8 | Revise draft OWP to include federal and state comments and recommendations. | | Mar - Apr annually |
| 4.9 | Prepare and present final OWP to board of directors for adoption. | | Apr annually |
| 4.10 | Prepare and submit annual sub-recipient cooperative agreements to sub-recipients. File SCAs and issue Notices to Proceed upon full execution. | | May - Jun annually |
| 4.11 | Submit final OWP to Caltrans for state and federal approval. | | |

## WORK ELEMENT 702.03 — Grant Writing and Technical Assistance

**Agency:** **SRTA** **Total Budget (FY 2021/22): $ 28,941**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | | |
|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | |
| **SRTA** | **Direct** | **Indirect** | **LTF** | |
| Personnel | $ 14,104 | $ 14,299 | $ 28,402 | $ - |
| Services & Supplies | $ 200 | | $ 200 | $ - |
| Human Resources | $ 338 | | $ 338 | $ - |
| | | | | |
| Consultant | $ - | | $ - | |
| | | | | |
| **TOTAL:** | **$ 14,642** | **$ 14,299** | **$ 28,941** | **$ -** |

**Toll Credits are shown for matching purposes only and are not considered revenue*

**Previous Accomplishments**

Previous efforts, including but not limited to the development and support of grant applications through the Affordable Housing & Sustainable Communities (AHSC) program; Transit and Intercity Rail Capital Program (TIRCP); Fostering Advancements in Shipping and Transportation for the Long-term Achievement of National Efficiencies (FASTLANE) program; Transportation Investment Generating Economic Recovery (TIGER) program; Active Transportation Program (ATP); Caltrans Sustainable Communities Planning Grant Program, Trade Corridors Enhancement Program (TCEP), Better Utilizing Investments to Leverage Development (BUILD) Program and Infrastructure for Rebuilding America (INFRA). In FY 20/21, SRTA prepared a TCEP application and a congressional member designated project request for the Fix 5 Cascade Gateway project. Grant applications were also developed and submitted for the North State Intercity Bus to Rail Plan and the State Route 273 Northern Section Multimodal Corridor Plan.

**Objective**

This work element consolidates efforts previously dispersed throughout prior year OWPs to develop new projects, partnerships, and grant applications. Establishing a dedicated grant writing and technical assistance work element and funding it entirely with LTF ensures that federal planning funds are not used to for ineligible activities such as develop capital grant applications. Also, because these are new projects in development, there is typically no dedicated work element in place to charge this work, which typically requires >40 hours to develop and submit each application. This new work element remedies this issue. Upon award of grants for specific projects, they are amended into the OWP under their own unique work elements.

**Discussion**

Transportation funding has transitioned in recent years from predominately formula-based allocations to a highly competitive discretionary funding environment. In addition to newer federal programs, the State of California has introduced a number of Greenhouse Gas Reduction Fund (GGRF) funded programs that fund capital roadway projects, transit capital and operating projects, and non-motorized planning and capital projects. Furthermore, a number of past funding avenues have been consolidated into ultra-competitive programs such as the Active Transportation Program (ATP). SRTA plays a key role in tracking current and new grant program opportunities, competing directly for grants, and assisting local partner agencies in seeking grants for projects that help to implement SRTA's adopted Regional Transportation Plan (RTP). The funding assumptions and performance goals found in the adopted RTP are premised on the successful pursuit of these discretionary funding sources. Due to tight grant program timelines and large variations in work effort required, SRTA maintains a technical services contracts with consultant to augment SRTA staff time.

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

Regional funds are used exclusively for this work element because grant writing is not an eligible of federal planning funds. The RTP cannot be fully implemented and regional, state, and federal outcomes and performance targets cannot be met without cost sharing. Grants fill funding gaps that could not otherwise be accompllshed with regional funds - nor should they since many of the region's interstate and interregional corridors are heavily used by non-local traffic traveling through the region and are needed to meet state and federal goals for the mobility for freight and people. Successful grant writing efforts help ensure a state of good repair on regional roadways by replacing pavement and bridges, enhance safety by bringing facilities up to modern design standards, and help ensure long-term system performance for these critically-important facilities by increasing capacity, enhaning traffic operations, and reducing congestion.

**FY 2021/22 Deliverables (anticipated delivery date)**

SRTA typically prepares 1 to 3 grant applications per year. The timing and specific grant program vary from year to year. Examples of prior recent efforts are listed above under Previous Accomplishments.

| Task 1: | Develop projects to compete effectively for discretionary funding | | |
|---|---|---|---|
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 1.1 | Track existing and emerging state and federal grant opportunities. Perform research into applicable programs and participate in grant workshops as needed. | SRTA | Jul 2021 - Jun 2022 |
| 1.2 | Communicate with and provide technical assistance to local agencies, human service transportation providers, and private industry partners to identify project needs and align these needs with applicable grant program funding opportunities. | | |
| 1.3 | Develop project work scopes and organize interagency and community partnerships and resources. | | |

| Task 2: | Grant development consultant contract | | |
|---|---|---|---|
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 2.1 | Administer procurement process for consultant services. | SRTA | Jul 2021 - Jun 2022 |
| 2.2 | Manage consultant contracts, including review of invoices and progress made on deliverables. | | |
| 2.3 | Consultant work as required to develop grant applications. *Deliverable(s): grant application package(s).* | Consultant | |

**WORK ELEMENT 703.01** | **Active Transportation Planning**

**Agency:** **SRTA** **Total Budget (FY 2021/22): $ 119,406**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | | | | | |
|---|---|---|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | | | | |
| SRTA | Direct | Indirect | FHWA PL C/O | Toll Credits | Total FHWA PL C/O | LTF | |
| Personnel | $ 57,510 | $ 58,307 | $ 57,832 | $ 7,493 | $ 65,325 | $ 50,492 | |
| Services & Supplies | $ 209 | | $ 185 | $ 24 | $ 209 | | |
| Human Resources | $ 1,380 | | $ 1,222 | $ 158 | $ 1,380 | | |
| | | | | | | | |
| Bike Month Promotional | $ 2,000 | | | | | $ 2,000 | |
| TOTAL: | $ 61,099 | $ 58,307 | $ 59,239 | $ 7,675 | $ 66,914 | $ 52,492 | |

**Toll Credits are shown for matching purposes only and are not considered revenue*

**Previous Accomplishments**

A Transportation Development Act (TDA) 2% set aside program for bicycle and pedestrian improvements was created in 2013, including the adoption of project funding priorities. Funding was provided to the City of Shasta Lake to develop an Active Transportation Program (ATP) grant application for the Churn Creek Trail Project. Project construction funding was provided to: the City of Anderson for construction of a trail segment connecting Balls Ferry Road to Anderson River Park; the City of Redding for the Riverside Drive and Browning Street bicycle and pedestrian projects; and county of Shasta for projects on Park and Tamarack Ave. and Tamarack Ave. in Burney. SRTA participated in joint efforts with Healthy Shasta to develop and fund a bicycle route bikeway signage program in the City of Anderson. SRTA worked with Healthy Shasta and FarNorCalGIS to prepare a GIS-based bicycle parking inventory and web map viewer. Program guidelines for Rural Bike Lanes and Sidewalks to Transit (BLAST) Program adopted. SRTA hosted a series of Association of Pedestrian and Bicycle Professionals (APBP) webinars. Collectively, these projects and activities reacted to active transportation needs without a clear overarching plan and vision. The GoShasta Regional Active Transportation Plan was adopted in February 2018 to address this issue. Regional funds and technical assistance is now prioritized for implementation of this plan, developed collaboratively with local jurisdications and the public. Complementary efforts led by SRTA's partners include the Downtown Redding Tranportation Plan, Downtown Redding Specific Plan Update, and the Caltrans District 2 SR 273 active transportation outreach effort. New projects funded include the Riverside Trail (aka Diestelhorst to Downtown Class IV Cycletrack). SRTA also programed regional funds to design the Downtown to Turtle Bay connection. County of Shasta Old Oregon Trail Project completed. In FY 2020/21, SRTA continued to provide active technical assistanc and hosted education workshops. SRTA also utilized the Regional Non-Motorized Program to provide local match for a number of ATP grant applications, three of which were selected for funding.

**Objective**

To implement the GoShasta Regional Active Transportation Plan (adopted February 2018) and increase the share of trips made via bicycle and walking. Ambitious targets for the reduction of vehicle miles traveled and associated greenhouse gas emissions documented in the RTP/SCS cannot be achieved using incremental implementation of outdated strategies serving geographically dispersed development patterns and segregation land uses. A new generation of intrastructure, policies, and programs, combined with supportive land use, is required. The regional vision and strategies presented in the adopted GoShasta Regional Active Transportation Plan describes the next generation of facilities, programs, and policies required to achieve the RTP/SCS. This work element helps to focus regional resources and effort to expedite the planning and funding of GoShasta priorities, including the creation of active transportation 'trunk lines'. Coordination with WE 701.13 (SCS Incentives) is used to encourage transportation-efficient land use patterns within strategic growth areas and corridors. This work element supports projects that are not included within the scope of 703.05 (Sustainable Shasta) or 703.06 (GoShasta Trunk Lines).

**Discussion**

Public interest and usage of 'active' (i.e. bicycle and pedestrian) travel options continues to grow in the Shasta Region. SRTA's plans and investments support the development of safe and convenient infrastructure; connectivity between the region's trails and the urban network; maintenance of existing bicycle and pedestrian facilities; integration with public transportation; and complete streets. These strategies play a key role in SRTA's Sustainable Communities Strategy (SCS) for reducing vehicle miles traveled and associated greenhouse gas emissions. Federal funding programs for bicycle and pedestrian improvements have been consolidated and are now awarded competitively. Projects proposed for funding must eventually be part of an adopted Active Transportation Plan. GoShasta services this purpose and guides regional investments. As part of the regional planning process and local implementation thereof, SRTA coordinated with Caltrans District 2 and local jurisdictions on their respective planning processes and provided technical support where appropriate.

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

This work element supports system performance through the development of a complete and connected network of non-motorized facilities. Properly designed and implented, these facilities result in increased mode split, thereby reducing VMT and increasing performance on the vehicle network. Safety is also increased by filling network gaps and enhancing facilities where a history of collisions have occured, thereby helping to meet adopted goals for fewer transportation related injuries and deaths. Increased active transportation usage also reduces Criteria Pollutants in support of National Ambient Air Quality and reduces transportation sector greenhouse gas emissions in support of CARB-assigned regional greenhouse gas emission reduction targets.

**FY 2021/22 Deliverables (anticipated delivery date)**

1) Regional Non-Motorized Program Call for Projects (once per year as funding permits); and 2) Progress reports from local agency recipients of funds (quarterly).

| Task 1: | Active Transportation planning, policy development and education | | |
|---|---|---|---|
| Task/Activity | | Resp. Agency | Schedule |
| 1.1 | Host and participate in bicycle and pedestrian planning and policy workgroups and advisory committees. . | SRTA | Jul 2021 - Jun 2022 |
| 1.2 | Host active transportation educational opportunities (E.g. seminars, webinars, trainings, etc.) for local and regional transportation partners. | | |
| 1.3 | Work with stakeholders to generate and offer support and participation in active transportation projects, programs, promotion, and grant applications | | |
| 1.4 | Utilizing "big data", video-based bike-ped counts, and other data collected under other work elements, assess to determine active transportation volumes, route selection, trip duration, etc. before and after project implementation, and to validate planning assumptions and provide more substantive support for grant applications. | | |
| 1.5 | Provide the city of Redding data and other support needed to maintain regionwide active transportation facility data for GIS mapping. | | |
| 1.6 | Participate in active transportation planning led by local agencies and Caltrans District 2, including the District 2 Active Transportation Plan. | | |
| **Task 2:** | **Provide Active Transportation Technical Assistance to Local Agencies and Organizations** | | |
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 2.1 | Monitor funding opportunities for bicycle and pedestrian planning and construction. | SRTA | Jul 2021 - Jun 2022 |
| 2.2 | Provide technical assistance, as needed, for local agencies to prepare bicycle and pedestrian projects consistent with the GoShasta ATP. In addition to planning consultation and public outreach support, SRTA may include project concepts and preliminary designs to support grant seeking (for those efforts not otherwise falling under Shasta Trunk Lines (WE 703.05)). | SRTA | |
| 2.3 | Provide technical support, as needed, for community-based organizations seeking to improve the active transportation user experience, including amenties and programmatic support tasks documented in GoShasta. | SRTA | |
| **Task 3:** | **Manage SRTA's non-motorized programs** | | |
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 3.1 | Administer and manage Rural BLAST Program and 2% TDA bicycle and pedestrian set-aside, including accounting and project monitoring, for projects that are consistent with the GoShasta Regional Active Transportation Plan. | SRTA | Jul 2021 - Jun 2022 |

| WORK ELEMENT 703.06 | | | | | Shasta Trunk Lines |
|---|---|---|---|---|---|

**Agency:** SRTA **Total Budget (FY 2021/22):** $ 645,939

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | | |
|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | |
| SRTA | Direct | Indirect | PPM | SHA |
| Personnel | $ 103,844 | $ 105,283 | $ 87,509 | $ 121,618 |
| Services & Supplies | $ 2,188 | | $ 788 | $ 1,400 |
| Human Resources | $ 2,492 | | $ 897 | $ 1,595 |
| | | | | |
| **Consultant (tbd)** | $ 432,131 | | $ - | $ 432,131 |
| | | | | |
| **TOTAL (FY 18/19):** | **$ 540,656** | **$ 105,283** | **$ 89,194** | **$ 556,744** |

**Toll Credits are shown for matching purposes only and are not considered revenue*

**Previous Accomplishments**

This work element was created in FY 20/21 for a Sustainable Transportation Planning Grant recently awarded called, 'Shasta Trunk Lines: Regional Active Transportation Network for All'. In FY 20/21, a consultant was procured and contracted. A kick off meeting was held and some initial early outreach to stakeholders was accomplished.

**Objective**

To plan a series of capital grant-ready active transportation projects that: 1) implement the GoShasta Active Transportation Plan and help achieve RTP/SCS goals performance outcomes; and 2) help the region meet performance targets for active transportation mode share and safety. Deliverables are coordinated with the Regional Non-Motorized Program matching funds when seeking discretionary grant funds.

**Discussion**

This project will be used to turn the region's conceptual network of active transportation 'trunk lines' into a pipeline of locally vetted, grant-ready projects. Trunk lines, as defined by the GoShasta Regional Active Transportation Plan, are high-quality active transportation facilities designed for all ages and abilities. The trunk line network will feature physical separation from motor vehicles, protected intersections, grade separations, and other strategies designed to increase user safety and reduce stress. Trunk lines will serve strategic growth areas (i.e. areas designated in the Sustainable Communities Strategy for improved jobs-housing balance, mixed-use infill and redevelopment, and multimodal infrastructure and services) and connect these areas to other activity centers and major trip origins/destinations. The proposed project is the culmination of years of planning groundwork, partnership building, and alignment of local and regional programs. The project fills the final gap in competing for ATP and other capital grant funding opportunities.

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

Through the creation of a network of high-quality facilities connecting trip origins and destinations across the region, this work element supports the goals and objectives of the Active Transportation Program. Active transportation trunk lines, if implemented consistent with design standards located in the GoShasta ATP, will result in an increased proportion of trips accomplished by biking and walking by providing a compelling alternative to vehicle travel; increased safety and mobility for non-motorized users by reducing collisions and connecting trip origins and destinations; enhance public health by inceasing physical activity; and help disadvantaged communities fully share in the benefits of the program by prioritizing improvements in disadvantaged areas and that connect these areas to services, education, shopping, and employment. In addition, trunk lines are an important component of the region's SCS for achieving Greenhouse Gas (GHG) reduction goals, pursuant to SB 375 (of 2008).

**FY 2020/21 Deliverables (anticipated delivery date)**

1) Progress reports and invoices (quarterly); 2) project management plan and schedule (updated quarterly); 3) Procurement package(s)(4/2021); 4) Shasta Trunk Line Workshop (3/2021-4/2021); 5) Record of project communications (updated quarterly); 6) Outreach meetings (incl. temporary built environments) materials and records (2/2022-3/2023); 7)Technical memo on outreach (6/2023). In the following FY: 1) Conceptual corridor layouts and recommendations (2/2022-3/2023); 2) Planned way-finding system renderings (3/2022); 3) Technical memo on wayfinding, corrdior layouts and recommendations (6/2023); 4) Final report (6/2023).

| Task 1: | Procurement and Kick-Off Meeting | | |
|---|---|---|---|
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 1.1 | Completed in FY 20/21: Kick-Off Meeting - Kick-off meeting between SRTA, consultant and Caltrans to discuss project expectations, roles, responsibilities, timing, grant administration, etc. | SRTA | Oct 2020- Feb 2021 |
| 1.2 | Completed in FY 20/21: Consultant Procurement - Prepare request for proposals, procure consultant. | SRTA, Consultant Caltrans | |
| **Task 2:** | **Grant Administration and Project Management** | | |
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 2.1 | Execute state grant contract and provide project management, including communications, reviewing delierables, and budgeting. | SRTA | Jul 2020 - Jun 2023 |
| 2.2 | Review and process consultant invoices and requests for reimbursement. | SRTA, Consultant | |
| 2.3 | Grant reporting to Caltrans. | | |
| **Task 3:** | **Public Outreach and Partner/Stakeholder Communication** | | |
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 3.1 | Project Workgroup - Organize a workgroup meeting between SRTA, consultant, project partners, and established advisory committees to describe the proposed project's nexus with adopted plans, programs, and the Shasta Trunk Line Network. | SRTA, consultant, Caltrans, other project partners | Jul 2020 - Jun 2023 |
| 3.2 | Project Administration - Conduct project team meetings and communication to review ongoing work; discuss upcoming tasks; schedule 2-4 different types of engagement opportunities per project; and ensure adequate interagency communication and coordination. | | |
| 3.3 | Outreach Meetings - Develop and administer public outreach, including relevent community-based organizations and disadvantaged communities | | |
| 3.4 | Temporary Built Environment Demonstrations - SRTA will work with a community-based organization and willing local agencies to set up a temporary cycle track, bulb-out, parklet, etc., as needed, during the outreach period. | | Jan 2021 - Dec 2022 |
| 3.5 | Technical Memo on Outreach and Stakeholder Communication - Summary of outreach and stakeholder communication. | Consultant, SRTA | Feb 2023 |
| **Task 4:** | **Shasta Active Transportation Trunk Line Network Expansion** | | |
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 4.1 | Conceptual Corridor Alignments and Layouts - Analyze and present context-appropriate alignments and layouts up to 20 trunk line network corridors connecting major destinations in and between the region's strategic growth areas (SGAs). | Consultant | Nov 2020 - Dec 2022 |
| 4.2 | Alignment and Layout Recommendations (Including Preliminary Cost Estimates) - Recommend active transportation alignments and layouts for up to 20 corridors in and between SGAs informed by input received from community outreach. Prepare preliminary cost estimates at a level appropriate for an ATP or other similar grant application (roughly 10% level of design). | SRTA, Consultant, and Project Partners | |
| 4.3 | Wayfinding Signage and Trail Maps - In coordination with SRTA and local jurisdictions, design wayfinding and other signage, including trail maps – both physical on-site resources and a web-accessible map. | | Feb 2023 |
| 4.4 | Technical Memo for Alignments, Layouts, and Wayfinding System - Summary of non-motorized network corridor alignments and layouts. | Consultant | Feb 2023 |
| **Task 5:** | **Final Report** | | |
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 5.1 | Draft Final Report - Prepare draft final report with implementation and next steps, circulate for review and make revisions as appropriate. | SRTA, Consultant | Mar 2023 - June 2023 |
| 5.2 | Final Report - Final report printing and circulation. | Consultant | |
| 5.3 | Presentation of Final Report - Present final report (totaling 6-8 final presentations) to project team boards and councils, Caltrans executive management, SRTA board, and the Shasta Trunk Lines Committee. | | |

| **WORK ELEMENT 704.01** | **Public Information and Participation** |
|---|---|

**Agency:** SRTA **Total Budget (FY 2021/22): $ 66,315**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | | | | | |
| SRTA | Direct | Indirect | FHWA PL | Toll Credits* | Total FHWA PL | FHWA PL Carryover | Toll Credits* | Total FHWA PL C/O |
| Personnel | $ 28,771 | $ 29,169 | $ 51,294 | $ 6,646 | $ 57,940 | | | |
| Services & Supplies | $ 1,000 | | $ 885 | $ 115 | $ 1,000 | $ - | | |
| Human Resources | $ 690 | | $ 611 | $ 79 | $ 690 | $ - | | |
| | | | | | | $ - | | |
| Consultant (CivicPlus hosting) | $ 6,185 | | $ 5,475 | $ 709 | $ 6,185 | $ - | | |
| SSL Certificate/Misc. | $ 500 | | $ 443 | $ 57 | $ 500 | $ - | | |
| | | | | | | $ - | $ - | $ - |
| **TOTAL:** | **$ 37,146** | **$ 29,169** | **$ 58,708** | **$ 7,606** | **$ 66,315** | **$ -** | **$ -** | **$ -** |

**Toll Credits are shown for matching purposes only and are not considered revenue*

**Previous Accomplishments**

Performed SRTA Board of Directors and TAC meetings; adopted 2019 Public Participation Plan; updated Title VI plan and Limited English Proficiency Plan; managed social media announcements on Facebook and Twitter accounts. Developed and produced agency report to convey recent, current, and planned projects and programs and to invite and encourage broad-based community participation. Carried out procurement process and contracted for 5-year web hosting. Reviewed and updated agency website.

**Objective**

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

**Discussion**

As the state-designated Regional Transportation Planning Agency (RTPA) and federally-designated Metropolitan Planning Organization (MPO) for Shasta County, SRTA plays a central role in creating, strengthening, and leveraging partnerships to meet regional challenges and opportunities. SRTA's primary public communication tool is the board of directors meetings held five times per year and augmented as needed with special meetings. In addition, SRTA maintains a Shasta Public Participation and Partnership Plan (Title VI) outlining SRTA's process for providing all affected or otherwise interested stakeholders with reasonable opportunities to be involved in the metropolitan transportation planning and programming process. As described in this plan, SRTA considers each activity individually and utilizes strategies designed to facilitate public access, awareness, and/or action. SRTA's most popular and effective tool for day-to-day outreach activities is the agency's website, which now features community engagement tools. Social media applications, including Facebook and Twitter, are also utilized. Appendix A of the plan documents SRTA's procedures directing the roles, responsibilities, and key decision points for consultation with Tribal Governments and Federal Land Management Agencies (FLMAs) pursuant to 23 CFR 450.316 (e) (see www.srta.ca.gov/166/Public-Participation). Consultation with Tribal Governments and and FLMAs carried out under WE 701.01.

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

Involving the public is one of five core MPO planning functions, and is carried out in accordance with federal and state requirements. SRTA maintains a Public Participation and Partnership Plan (Title VI), prepared in accordance with state and federal guidance, to guide SRTA's activities. Public participation is an integral part of the transportation process which helps to ensure that decisions are made in consideration of and to benefit public needs and preferences. Early and continuous public involvement brings diverse viewpoints and values into the decision-making process. This process enables agencies to make better informed decisions through collaborative efforts and builds mutual understanding and trust between the agencies and the public they serve. Successful public participation is a continuous process, consisting of a series of activities and actions to both inform the public and stakeholders and to obtain input from them which influence decisions that affect their lives.

**FY 2021/22 Deliverables (anticiated delivery date)**

1) Agency website maintenance and updates (ongoing); and 2) fiscal year end review of goals in the current Shasta Public Participation and Partnership Plan (Title VI) (June 2022).

| **Task 1:** | **Agency website (www.srta.ca.gov)** | | |
|---|---|---|---|
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 1.1 | Ongoing updates and periodic refreshing of agency website. | SRTA | Ongoing |
| 1.2 | Website services, including web-domain hosting, security certificate, and social media. | Services & Supplies | Annual |
| 1.3 | Manage online community engagement tools, including Facebook, Twitter, and community voice modules on agency website. | SRTA | Jul 2021 - Jun 2022 |
| **Task 2:** | **Public Information and Notifications** | | |
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 2.1 | Provide information to the public regarding regional transportaton infrastructure and services, including but not limited press releases, social media, and presentations to community groups. | SRTA | Jul 2021 - Jun 2022 |
| 2.2 | Provide ready-to-publish information to member agencies on transportation projects with a regional funding component, for use in local public outreach efforts. | SRTA, Consultant | |
| 2.3 | Legal notices and advertisments regarding SRTA planning and programming activities. | Services & Supplies | |
| **Task 3:** | **Shasta Public Participation and Partnership Plan (Title VI)** | | |
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 3.1 | Track efforts described in the Shasta Public Participation and Partnership Plan (Title VI) (i.e. the 3 A's: Access, Awareness, and Action). Note: the PPP was last updated in 2019 and must be updated every three years. | SRTA | Jul 2021 - Jun 2022 |

## WORK ELEMENT 705.02 — GIS Applications

**Agency:** **SRTA** | **Total Budget (FY 2021/22): $ 64,689**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | |
|---|---|---|---|
| | Expenditures | | Revenue |
| **SRTA** | **Direct** | **Indirect** | **LTF** |
| Personnel | $ 23,402 | $ 23,726 | $ 47,127 |
| Services & Supplies | | | $ - |
| Human Resources | $ 562 | | $ 562 |
| **Consultant:** | | | $ - |
| ArcGIS Licenses | $ 5,000 | $ - | $ 5,000 |
| Consultant Services (Synergy) | $ 12,000 | $ - | $ 12,000 |
| | | | |
| | | | |
| **TOTAL:** | **$ 40,963** | **$ 23,726** | **$ 64,689** |

**Toll Credits are shown for matching purposes only and are not considered revenue*

**Previous Accomplishments**

Participated in Far North Regional GIS Council (FNRGC); managed the FarNorCalGIS platform; utilized GIS data and analyses in support of the agency's work program; and developed standards and graphic templates for use in agency documents. Developed and prepared a long-term management plan and disaster recovery plan for the FarNorCalGIS platform. Distributed 2016 orthoimagery to server and individuals by request, including USGS and private companies.Developed a new logo utilizing GIS for the Upstate Plug-In Electric Vehicle Region and presented to stakeholders. Reviewed next steps (version 2.0) of FarNorCalGIS, and participated in a seminar from Esri regarding transitioning to new version of their software, ArcGIS Pro. Reviewed and simplified online data products on SRTA's hosted ArcGIS online platform.

**Objective**

To eliminate technical barriers to planning and policy analysis; better engage the public and community stakeholders via maps and visualizations; promote consistent and compatible data and technology standards; improve data quality, accuracy, and completeness; enhance access to GIS data resources; and facilitate the exchange of data between data producers and data consumers.

**Discussion**

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

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

Core MPO planning functions include establishing a setting and evaluating alternatives. Geospatial technical tools are needed to accomplish these functions. GIS serves as the technical foundation for planning, policy analysis, and performance measuring by allowing data to be correlated to geographic locations efficiently and accurately. As such, GIS is integral to all core activities and supports all federal and state goals, including federal Performance Based Planning and Programming and state grant program goals. GIS is used to generating a portion of the data needed to develop performance targets and track progress.

**FY 2021/22 Deliverables (anticiated delivery date)**

Task orders for on-call GIS services (as needed).

| **Task 1:** | **Regional GIS Program** | | |
|---|---|---|---|
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 1.1 | Maintain requisite GIS licensing needed for SRTA operations. | SRTA | Annual |
| 1.2 | Maintain and enhance agency GIS capabilities by participating in GIS training. | SRTA | As needed (typically 1x/yr) |
| 1.3 | Participate in interagency GIS user groups. | SRTA | Quarterly |

| **Task 2:** | **On-call GIS Support Services** | | |
|---|---|---|---|
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 2.1 | Manage on-call GIS consultant services contract, including invoices and budget tracking. | SRTA | As needed |
| 2.2 | Miscellaneous on-call GIS support for other work elements and SRTA's member agencies (major work tasks involving GIS are included in appropriate work elements) | Consultant | As needed |

## WORK ELEMENT 705.05 — Travel Demand Model

**Agency:** SRTA **Total Budget (FY 2021/22): $ 127,105**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | | | |
|---|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | | |
| **SRTA** | **Direct** | **Indirect** | **FHWA PL** | **Toll Credits*** | **Total FHWA** |
| Personnel | $ 21,790 | $ 22,092 | $ 38,849 | $ 5,033 | $ 43,882 |
| Services & Supplies | $ 200 | | $ 177 | $ 23 | $ 200 |
| Human Resources | $ 523 | | $ 463 | $ 60 | $ 523 |
| | | | | | |
| Consultant Services (DKS) | $ 50,000 | | $ 44,265 | $ 5,735 | $ 50,000 |
| Cube Software License | $ 7,500 | | $ 6,640 | $ 860 | $ 7,500 |
| Participation in Medium MPO Land Use Model | $ 25,000 | | $ 22,133 | $ 2,868 | $ 25,000 |
| | $ - | | $ - | $ - | $ - |
| | | | | | |
| **TOTAL:** | **$ 105,013** | **$ 22,092** | **$ 112,526** | **$ 14,579** | **$ 127,105** |

**Toll Credits are shown for matching purposes only and are not considered revenue*

**Previous Accomplishments**

SRTA's activity-based travel demand model (ShastaSIM) was updated and a new version (ShastaSIM v1.2) was adopted on October 9, 2018. The updated model reflects new policies and strategies in SRTA's 2018 Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS). The ShastaSIM Model Development Report and Model User Guide were updated. All files can be found online at: https://www.srta.ca.gov/174/Travel-Demand-Modeling. SRTA provided a set of ArcGIS online maps for regional partners that summarize the ShastaSIM v1.2 model outputs for agency transportation planning studies and projects. SRTA provided model files to various consultants and responded to travel model questions. Updates to the model were started in prepartation for the 2022 Regional Transportation Plan, including updates to the model's DaySIM and transit components, as well as data updates based on regional and local data. Model outputs were reviewed and validation/calibration activities were conducted based on pre-COVID traffic counts and available Big Data.

**Objective**

Manage and maintain the region's activity-based travel demand model (ShastaSIM) consistent with state and federal law and in support of Performance-Based Planning and Programming, RTP, TIPs, modal studies, and other regional activities.

**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 of the 2017 Regional Transportation Plan (RTP) Guidelines for Metropolitan Planning Organizations (MPO). The 2017 Regional Transportation Plan (RTP) Guidelines also specify certain capabilities for medium-sized MPOs (Sections 3.4 and 3.5). The ShastaSIM travel demand model fulfills these requirements. ShastaSIM measures the impact of population growth and planned or anticipated land development and calculates various transportation and mobility-related performance metrics for any given planning year. ShastaSIM informs decision makers as to the location and timing of improvements needed to maintain adequate level of service. Outputs from ShastaSIM and travel model post-processing are utilized in various planning documents including, but not limited to: the RTP, RTIP, FTIP (23 USC 134), corridor studies, special projects, and air quality conformity. ShastaSIM requires specialized software and extensive input data, including household travel surveys, socio-economic demographics, and parcel-level land use characteristics. Post-processing routines are required for procedures not found in ShastaSIM, such as calculations of mobile source emissions. SRTA may contact TMIP staff to determine an appropriate time to conduct a peer review given SRTA's RTP schedule. SRTA received funding, in partnership with California's "Small 6" MPOs, to develop a land use model to integrate with ShastaSIM. SRTA will develop a new regional land use model over the next two years, which will be used for the 2026 RTP/SCS.

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

As an MPO SRTA is required to maintain a travel demand model for assessing transportation system needs and evaluating the impact of projects on the peformance of the network. The travel demand model is used in Performance Based Planning and Programming to prioritize investments based on system performance measures, including vehicle hours of delay and other key metrics.

**FY 2021/22 Deliverables (anticiated delivery date)**

The ShastaSIM travel demand model will be updated for the 2022 RTP. Technical work will occur throughout the year, with final deliverable aligned with completion of RTP update in October 2022. Interim deliverables in the form of technical memos will be available as model is developed (June 2022).

**Task 1: SRTA-led operation and maintenance of ShastaSIM activity-based travel demand model**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 1.1 | Manage a regionally representative technical advisory committee, known as the Shasta Model Users Group (SMUG). Deliverables include meeting agendas and minutes. | SRTA, Consultant | Jun 2021 - Jul 2022 (As needed) |
| 1.2 | Perform routine updates and refinements of ShastaSIM, including actual and scheduled network changes, traffic count data, land use assumptions, speed limit information, population growth forecast update, and other inputs as needed. | | Jun 2021 - Jul 2022 (As needed) |
| 1.3 | SRTA-led operation of TDM in support of other work elements. Deliverables typically include scenario model files, Excel workbook outputs, and documentation via memo, narratives in appropriate report or email. | | Jun 2021 - Jul 2022 (As needed) |

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

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 2.1 | Perform routine updates and refinements to TDM as directed, including actual and scheduled network changes, traffic count data, land use assumptions, speed limit information, population growth forecast update, and other inputs as needed. Deliverables typically include a memo and updated modeling files. | Consultant | Jun 2021 - Jul 2022 (As needed) |
| 2.2 | Consultant support to SRTA for travel model data requests or assistance in responding to modeling questions or issues. Deliverables typically include phone calls/emails with SRTA and/or consultant requesting assistance. May include updated model files. Typically there is one request every quarter. | | Quarterly (as needed) |
| 2.3 | Consultant-led operation of TDM in support of other work elements. Deliverables include model outputs, post-processing (e.g. emissions) outputs, model files, and memos on work conducted. | | Jun 2021 - Jul 2022 (As needed) |

**Task 3: Education and training for operation of travel demand modeling**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 3.1 | SRTA staff participation in national or statewide travel demand modeling technical training and practitioner workgroups. | SRTA | Jun 2021 - Jul 2022 (As needed) |
| 3.2 | Consultant-administered training for SRTA staff on TDM operation, maintenance, and emissions post-processing. Consultant led training of regional partners on use of the model, including materials. | SRTA, Consultant | |

**Task 4: Model Updates for 2022 RTP/SCS**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 4.1 | Update DaySim and Population Synthesis components of the model. Deliverables - updated model files and technical memo. | Consultant | July 2020 - April 2021 |
| 4.2 | Review and update land use development and jobs information. Review data on future growth forecasts and update model forecasts as appropriate. Deliverables - updated model files and technical memos. | Consultant | Jan 2021 - June 2022 |
| 4.3 | Review and update transportation and transit network link data. Review Regional traffic count data and update links as necessary. Deliverable - updated transportation and transit network files, including memo of changes. | SRTA, Consultant | Jan - Dec 2021 |
| 4.4 | Review 2020 US Census data and update model files as necessary. Deliverable - updated boundary files; updated population files; technical memo (as needed). | SRTA, Consultant | Jan - Dec 2021 |
| 4.5 | Review SB 375 data reporting requirements and integrate workflow to produce results to directly incorporate into necessary reports.Deliverable - updated model post-processing files; technical memo; updated sections to model user guide. | Consultant | July 2021 - June 2022 |
| 4.6 | Update ShastaSIM model users guide and present final ShastaSIM regional travel demand model, consistent with 2022 RTP/SCS, to SRTA Board of Directors for approval. | SRTA | October 2022 (tentative) |

| Task 5: | Integrated Land Use Model and Development Monitoring Framework Tool | | |
| --- | --- | --- | --- |
| Task/Activity | | Resp. Agency | Schedule |
| 5.1 | Work with MPO project team to procure consultant, develop inter-MPO MOU, review and approve invoices, provide quarterly updates, and conduct MPO-only kickoff project meeting | SRTA | Oct 2021 - June 2023 |
| 5.2 | Conduct research on land use model types, discuss land use model needs, identify land use output needs, develop recommended land use model framework. | SRTA, Consultant | Oct 2021 - Feb. 2022 |
| 5.3 | Identify existing land uses and compile updated parcel level land use datasets | SRTA, Consultant | Dec 2021 - Mar 2022 |
| 5.4 | Develop the Land Use Model framework, develop the GIS platform, develop land use modules | SRTA, Consultant | Dec 2021 - Sept 2022 |
| 5.5 | Develop land use model interface between land use model and travel models, validate and test interoperability, develop a land use model user guide and update ShastaSIM user guide as necessary | SRTA, Consultant | Mar 2022 - June 2023 |
| 5.6 | Conduct stakeholder and public outreach as needed for land use model, prepare final report and presentaiton materials, conduct user workshop/training session | SRTA, Consultant | Dec. 2021 - June 2023 |

## WORK ELEMENT 706.02 — Public Transportation Planning

**Agency:** SRTA | **Total Budget (FY 2021/22):** $ 154,564

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations & Funding Requirements | FY 2021/22 | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | | | | | | |
| **SRTA** | **Direct** | **Indirect** | **FTA 5303** | **Toll Credits*** | **FTA 5303 Total** | **FTA 5303 C/O** | **Toll Credits *** | **FTA 5303 C/O Total** | **LTF** |
| Personnel | $ 72,599 | $ 73,604 | $ 9,236 | $ 1,197 | $ 10,433 | | | | $ 135,770 |
| Services & Supplies | $ 1,800 | | $ 565 | $ 73 | $ 638 | | | | $ 1,162 |
| Human Resources | $ 1,742 | | $ 1,543 | $ 200 | $ 1,742 | | | | |
| | | | | | | | | | |
| Consultant (TBD) | $ 4,819 | | $ 4,266 | $ 553 | $ 4,819 | | | | |
| | | | | | | | | | |
| **TOTAL:** | **$ 80,960** | **$ 73,604** | **$ 15,610** | **$ 2,022** | **$ 17,632** | **$ -** | **$ -** | **$ -** | **$ 136,932** |

**Toll Credits are shown for matching purposes only and are not considered revenue*

**Previous Accomplishments**

Provided technical assistance to Federal Transit Administration (FTA) grant applicants. Reviewed FTA grant proposals and presented to the board of directors for approval. Tracked Greenhouse Gas Reduction Fund transit programs. A Memorandum of Understanding was developed and executed (July 2018) between SRTA, Redding Areas Bus Authority, and Shasta County Department of Public Works for the purpose of coordination of ongoing transit planning and programming of state/federal funds that support the ongoing and future development of transit services in the Redding urbanized area and the Shasta Region. Analyzed and reviewed public transportation performance and impact of COVID on ridership.

**Objective**

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

**Discussion**

Under California's Transportation Development Act (TDA), SRTA is required to perform the annual unmet transit needs assessment and organize the Social Services Transportation Advisory Committee (SSTAC). This activity takes place under WE 708.03. The Coordinated Human Services Transportation Plan is a federally mandated plan that prioritizes transportation services for funding and implementation, with an emphasis on transportation needs of persons with disabilities, older-adults and individuals of limited means. This plan is updated every five years.

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

Properly designed and implented public transportation services result in increased mode split, thereby reducing VMT and increasing System Performance measures for the vehicle network. Increased public transportation usage also reduce Criteria Pollutants in support of National Ambient Air Quality and reduces transportation sector greenhouse gas emissions in support of CARB-assigned regional greenhouse gas emission reduction targets. 

**FY 2021/22 Deliverables (anticipated delivery date)**

2022 Shasta Coordinated Transportation Plan.

**Task 1: Transit Coordination**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 1.1 | Communication and coordination with intercity public transportation providers and public transportation providers operating in surrounding regions needed, including participation in discussions related to 'Shasta 211' services, as needed. | SRTA | Jul 2021 - June 2022 |
| 1.2 | Participate in interagency meetings and workshops that support public transit planning, including: CalACT, transit board meetings, and/or similar such meetings. | | |
| 1.3 | Discuss and develop scopes of work for projects that are eligible for FTA 5307, 5311, and 5339 funding. Discuss options for obtaining more funds for the region, including discretionary FTA grants such as 5311(c), 5311(f), and 5339(c). | | |
| 1.4 | Discuss and develop scopes of work for projects that are eligible for California State of Good Repair and other state funding. Discuss options for obtaining more funds for the region. | | |

**Task 2: Public transportation data and analysis**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 2.1 | Collect and review transit performance data. | SRTA | Jul 2021 - June 2022 |
| 2.2 | Formulate and provide recommendations toward enhancing near-term transit performance and/or efficiencies. | | |
| 2.3 | Collect, audit, and report progress toward recommendations and performance targets for public transportation at year's end. | | |
| 2.4 | Update General Transit File Specification (GTFS) files. | | |

**Task 3: FTA grants technical assistance and management**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 3.1 | Administer FTA grants and work with local agencies and organizations on developing projects and applying for FTA grants, both regionally apportioned and competitive. | SRTA | Jul 2021 - June 2022 |

**Task 4: 2022 Shasta Coordinated Transportation Plan**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 4.1 | Work with the Social Services Transportation Advisory Council (SSTAC), transit operators and providers (both public and private), health and human services agencies, tribal partners, and local agencies to prepare a 2022 Shasta Coordinated Transportation Plan. | SRTA | Jul 2021 - June 2022 |

## WORK ELEMENT 706.06 — Greenhouse Gas Reduction Fund Programs

**Agency:** SRTA — **Total Budget (FY 2021/22): $ 44,413**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | | |
|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | |
| **SRTA** | **Direct** | **Indirect** | **LTF** | |
| Personnel | $ 21,745 | $ 22,046 | $ 43,791 | |
| Services & Supplies | $ 100 | | $ 100 | |
| Human Resources | $ 522 | | $ 522 | |
| | | | | |
| **TOTAL:** | **$ 22,367** | **$ 22,046** | **$ 44,413** | **$ -** |

**Previous Accomplishments**

Reviewed annual Low Carbon Transit Operations Programs (LCTOP) allocation; reported on progress of previous fiscal year (FY) allocations; tracked legislative actions related to LCTOP. Prepared applications for FY 2020/21 funds toward expanded Sunday On-Demand Transit and Expanded CTSA Rider Eligiblity projects.

**Objective**

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

**Discussion**

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

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

LCTOP is a state program to support public transportation services that reduce carbon emissions. Annually, SRTA evaluates projects together with partners based on the this objective, and submits projects for funding.

**FY 2021/22 Deliverables (anticiated delivery date)**

Prepare and submit annual LCTOP project application(s) for regional public transportation projects.

| Task 1: | Administer LCTOP Funds | | |
|---|---|---|---|
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 1.1 | Review State Controller's Office LCTOP Eligible Allocation Summary | SRTA | Jan - Feb 2022 |
| 1.2 | Review statutes, rules, and regulations, and pending legislation pertinent to LCTOP funding | SRTA | Jul 2021 - June 2022 |
| 1.3 | Review and process invoices for project work completion. | SRTA | Jul 2021 - June 2022 |
| 1.4 | Prepare semi-annual progress and final project report | SRTA | Jul 2021 - June 2022 |
| 1.5 | Participate in financial and performance auditing. | SRTA | Jul 2021 - June 2022 |

| Task 2: | Prepare FY 2021/22 LCTOP Application | | |
|---|---|---|---|
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 2.1 | Prepare and submit application in consultation with regional partners. | SRTA | Jan - June 2022 |

## WORK ELEMENT 707.01 — Corridor Studies & Project Review

**Agency:** SRTA **Total Budget (FY 2021/22): $ 38,156**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | | | | |
|---|---|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | | | |
| **SRTA** | **Direct** | **Indirect** | | | | **LTF** |
| Personnel | $ 18,626 | $ 18,884 | | | | $ 37,509 |
| Services & Supplies | $ 200 | | | | | $ 200 |
| Human Resources | $ 447 | | | | | $ 447 |
| | | | | | | |
| **TOTAL:** | **$ 19,273** | **$ 18,884** | **$ -** | **$ -** | **$ -** | **$ 38,156** |

**Toll Credits are shown for matching purposes only and are not considered revenue*

**Previous Accomplishments**

Project development and coordination for RASL design and contract award process, project development and coordination for North Redding Six Lane, coordination and construction closeout for SR44/Stillwater I-change, present SHOPP projects to TAC and Board, coordination on severe weather event closures. Coordinated with Caltrans District 2 and local agencies on two projects, including the identification of issues and improvements. These projects are the FIx-5 Cascade Gateway Project and the 273 corridor.

**Objective**

To advance priority projects in coordination with Caltrans and ensure the safety, preservation, and performance of the regional network for people and goods.

**Discussion**

SRTA works with Caltrans staff in project development and construction, particularly where SRTA is a funding partner. SRTA also reviews and comments on land use and transportation projects with regard to impacts to the performance of the regional transportation network and consistency with the regional transportation plan. 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 then to prepare cost estimates and devise appropriate actions to resolve issues (23 CFR 450.318). In a typical year, SRTA reviews approximately three environmental impact reports (EIRs), two project study reports (PSRs) and one to two Caltrans transportation concept reports (TCRs). SRTA also coordinates with Caltrans on operational issues and closures related to weather, natural disaster, and collisions. During major road closures, SRTA works with Caltrans to examine alternatives and provide information to member agencies.

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

By advancing priority projects in coordination with Caltrans, the region helps to ensure the safety, maintenance, and system performance of the regional network for people and goods.

**FY 2021/22 Deliverables (anticiated delivery date)**

1) Project Study Reports (as needed); and 2) SRTA typically reviews and provides comments on 1-2 project per year (as requested)

**Product 1: Analysis of Product Study Reports**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 1.1 | Communication and coordinate with Caltrans and affected jurisdictions in the early consultation and review of project study reports and other scoping documents as they relate to funding, programming, and the RTP/SCS. | SRTA | As needed |
| 1.2 | In coordination with Caltrans, develop responses to road closures and extreme climate related events, and to provide information during events. | SRTA | As needed |

**Product 2: Review and Analysis of Local Agency Projects of Regional Significance**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 2.1 | Review local projects, determine impacts, and assess consistency with the Regional Transportation Plan. | SRTA | As needed |
| 2.2 | Review development projects and make determination as to whether project is consistent with the adopted Sustainable Communities Strategy (SCS) for CEQA streamlining purposes. | | |

## WORK ELEMENT 707.03 — Alternative Fuels Vehicle Planning

**Agency:** SRTA **Total Budget (FY 2021/22): $ 52,112**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | | | | |
|---|---|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | | | |
| SRTA | Direct | Indirect | | | | LTF |
| Personnel | $ 25,204 | $ 25,553 | | | | $ 50,757 |
| Services & Supplies | $ 750 | | | | | $ 750 |
| Human Resources | $ 605 | | | | | $ 605 |
| | $ - | | | | | |
| | | | | | | |
| **TOTAL:** | **$ 26,559** | **$ 25,553** | **$ -** | **$ -** | **$ -** | **$ 52,112** |

**Toll Credits are shown for matching purposes only and are not considered revenue*

**Previous Accomplishments**

Provided technical support and Shasta County data for the Upstate Region Plug-in Electric Vehicle (PEV) Readiness Plan. Invited Siskiyou County Economic Development Council to present findings and next steps regarding Upstate Region PEV Readiness Plan. Provided letters of support for grant applications. Helped coordinate the hosting of a Clean Cities Coalition symposium. Participated in statewide webinars/teleconferences related to alt fuels planning. Developed scope of work for a DC charging station project. Calfirornia Energy Commission DC fast charge stations were completed and install in the cities of Redding and Anderson. Submitted a 2020 FHWA Alternative Fuels Corridor application to designate SR 299 from Redding to Eureka as a zero-emission "ready" corridor. Established hydrogen contacts and developed and hosted a workshop for the SRTA Board of Directors.

**Objective**

FHWA is establishing a national network of alternative fueling and charging infrastructure along national highway system corridors. Interstate 5 and SR 299 through the Shasta Region are important north-south and east-west corridors on this network. This work element supports the development of this network through planning of alternative fuels infrastructure in the region to reduce criteria air pollutants (ozone, CO, PM 2.5 and PM10). A collateral benefit is the reduction of greenhouse gas (GHG) emissions, which is a state objective.

**Discussion**

Metropolitan planning for the region should minimize transportation-related fuel consumption and air pollution (23 CFR 450.300). The latest generation of plug-in electric vehicles (PEVs) are rapidly entering into the regional vehicle fleet market and help reduce air pollutants and GHG emissions. It is estimated that PEVs could make up 2% of the regional vehicle market by 2022 (or sooner). However, this is only likely to happen if the charging station infrastructure is in place to support this growth and thereby reduce “range anxiety” for PEV owners. Based on the Upstate Region PEV Readiness Plan, a total of 104 electric vehicle charging stations are needed to support a 2% PEV share of the region's vehicle fleet. Regional corridors designated as part of the national "Alternative Fuel Corridors" network, include: Interstate 5 (I-5) and State Route 299 (SR 299). Regional efforts supported or implemented will be included in the 2022 Regional Transportation Plan update.

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

Alternative fuel vehicles are an effective strategy for protection air quality - a core MPO function for non-attainment regions, but still relevant for the Shasta Region. Replacing conventional automobiles with electric and hydrogen vehicles will reduce federal Criteria Air Polutants, including ozone, PM 2.5 and 10, and CO. Although not a federal requirement, a collateral benefit is the reduction of greenhouse gas emissions.

**FY 2021/22 Deliverables (anticiated delivery date)**

A modest number of staff hours has been allocated to this work element to allow for coordination with partners on regional and state efforts to expand fueling infrastructure and to evaluate grant funding opportunities as they arise (ongoing). SRTA will also participate in FHWA-sponsored events for corridor nominations. SRTA will also participate in North State EV Infrastructure Workgroup (estimated 4 meeting per year).

| Task 1: | Participation and support leading to accelerated deployment of low-carbon fueling infrastructure | | |
|---|---|---|---|
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 1.1 | Evaluate opportunities to accelerate the deployment of electric and hydrogen fueling infrastructure within the Shasta Region and along interregional corridors, focusing on benefits to public transportation, freight operations, and the traveling public. | SRTA | Jul 2021 - June 2022 |
| 1.2 | Paricipate in North State EV Infrastructure Workgroup on coordinated planning. | SRTA | Jul 2021 - June 2022 |

| WORK ELEMENT 707.04 | Goods & Freight Coordination and Planning |
|---|---|

**Agency:** SRTA **Total Budget (FY 2021/22): $ 5,300**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | | | | |
|---|---|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | | | |
| **SRTA** | **Direct** | **Indirect** | **LTF** | | | |
| Personnel | $ 2,503 | $ 2,537 | $ 5,040 | | | |
| Services & Supplies | $ 200 | | $ 200 | | | |
| Human Resources | $ 60 | | $ 60 | | | |
| | | | | | | |
| **TOTAL:** | **$ 2,763** | **$ 2,537** | **$ 5,300** | **$ -** | **$ -** | **$ -** |

**Toll Credits are shown for matching purposes only and are not considered revenue*

**Previous Accomplishments**

The North State Transportation for Economic Development Study was completed in late 2013. The 'Far Northern California Consolidated Goods & Freight Hub Study and Demonstration Project' was completed in December 2017, with a focus on connecting two regional agriculture clusters to a high volume buyer in the Sacramento Area via consolidated transport. A new freight element was added to the 2018 RTP/SCS, which identifies preliminary strategic freight nodes. Staff particapated in Caltrans Freight Planning Academy. Staff participated in the the California Freight Advisory Committee (CFAC).

**Objective**

To develop freight projects in consultation with stakeholders that serve to remove transportation-related barriers to new and expanded industry. To utilize regional transportation planning, policy and investments to support the economic vitality of the region through enhanced market competitiveness, productivity, efficiency, and goods and freight movement. This is to be accomplished through: 1) more efficient transportation of goods in/out of the region; 2) supporting the development of low trip generating industries; and 3) increased local production and consumption of goods, including the utilization and processing of s industrial inputs from within the North State.

**Discussion**

Goods and freight movement supports economic activity and prosperity at the local, regional, state, and national level. The movement of freight also carries with it adverse impacts to air quality, the environment, and social equity. Consultation and planning with private sector industry stakeholders have highlighted some transportation-related inefficiencies (e.g. partial loads, deadheading, lack of coordination, etc) that may be suppressing increased economic activity, however, no near-term gaps or deficiencies in the freight network have been identified for regional consideration. Longer term, SRTA will continue to evaluate the appropropriateness of a North State freight hub to support consolidation of truck freight and an intermodal linkage with freight rail. SRTA will also continue to reach out to freight stakeholders as part of the RTP process and evaluate emerging needs.

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

In consultation with private sector industry, economic development organizations, and other freight stakeholders, this work element identifies goods and freight related projects for technical evaluation and inclusion the RTP as approriate.

**FY 2021/22 Deliverables (anticiated delivery date)**

Feight project nominations for RTP (as identified).

| Task 1: | Freight Coordination and Planning | | |
|---|---|---|---|
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 1.1 | Participate in interagency meetings and workshops that support freight and goods movement planning, including: California Freight Advisory Committee, Sustainable Freight action Plan, and/or similar meetings. | SRTA | As needed |
| 1.2 | Review, participate and comment on federal or state policies, laws, programs, funding and priorities related to freight and goods movement, including the national primary freight network, and state and regional freight corridors. | | |

## WORK ELEMENT 707.08 — ShastaReady Adaptation Planning

**Agency:** SRTA **Total Budget (FY 2021/22): $ 152,212**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | | | | | |
|---|---|---|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | | | | |
| SRTA | Direct | Indirect | FHWA PL | FHWA PL Toll Credits* | Total FHWA PL | PPM | Caltrans Adaptation Grant |
| Personnel | $ 33,785 | $ 34,254 | $ 49,850 | *Grant is match for PL (11.47% PL,* | $ 7,804 | | $ 60,235 |
| Services & Supplies | | | | | | | |
| Human Resources | $ 811 | | | | $ 93 | | $ 718 |
| | | | | | | | |
| Consultant | $ 83,362 | | | | $ 9,562 | | $ 73,800 |
| | | | | | | | |
| **TOTAL:** | **$ 117,958** | **$ 34,254** | **$ 49,850** | **$ -** | **$ 17,459** | **$ -** | **$ 134,753** |

**Toll Credits are shown for matching purposes only and are not considered revenue*

**Previous Accomplishments**

About 90% of the grant-funded project was completed during FY 20/21.

**Objective**

Develop and deliver the ShastaReady Extreme Climate Event Mobility and Adaptation Plan, which will identify regional vulnerabilities to climate change and provide actionable strategies and projects that may help reduce NAAQS-critieria pollutants. Policies shall be incorporated into the regional transportation plan and specific projects from the RTP shall be prioritized or, if needed, added to the RTP projects list. As appropriate, priority projects will be incorporated into the short term transportation improvement program. For new projects, project-specific studies may need to be performed. These will be incorporated into the agencies Overall Work Program as needed.

**Discussion**

This work element will fund the development of the ShastaReady Extreme Climate Event Mobility and Adaptation Plan. The goal of the ShastaReady plan is to support efforts that enhance the resilency of the transportation system to help protect against climate impacts, especially those that serve the communities most vulnerable to climate change impacts. Potential impacts extend beyond wildfires to include heat, extreme precipitation events, and secondary impacts such as congestion along detour and/or evacuation routes. To the extent practible, ShastaReady will evaulate regional projects in the RTP and FTIP and their vulnerability to climate changes, as well as identify potential new projects and consider air quality benefits. Final reports will assess how strategies may result in a more climate resilent infrastructure, as well as how they may help improve air quality and reduce emissions of ozone, CO, PM2.5, and PM10. Activities related to climate and greenhouse gases are a State requirement and federal funds will not be used for this portion of the work element.

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

Implementation of ShastaReady supports System Performance by reducing delays associated with the increasing number and intensity of extreme weather events and the duration of impacts. It also addresses safety by identifying escape routes, identifying traffic management strategies, and improving emergency respnse access and response time. It also addresses Pavement and Bridge Condition by identifying specific facilities that are most vulnerable to extreme weather events and prioritizing projects, or developing new projects, for implementation. Products of ShastaReady will inform the RTP, corridor studies, and TIPs.

**FY 2021/22 Deliverables (anticiated delivery date)**

The project is largely complete. All tasks are shown as needed to complete final deliverable, the Adaptation Plan (Oct 2021).

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| **Task 1:** | **Grant administration** | | |
| 1.1 | Contract management, fiscal accounting and reporting. | SRTA | Jul - Oct 2021 |
| **Task 2:** | **Project initiation** | | |
| 2.1 | Project kick-off meeting | SRTA | Jul - Oct 2021 |
| 2.2 | Project management | SRTA | Jul - Oct 2021 |
| 2.3 | Establish & Maintain Project TAC | SRTA & Consultant | Jul - Oct 2021 |
| 2.4 | Draft initial case study | SRTA & Consultant | Jul - Oct 2021 |
| **Task 3:** | **Identification and Assessment of Existing Conditions** | | |
| 3.1 | Identify existing conditions of transportation infrastructure | SRTA & Consultant | Jul - Oct 2021 |
| 3.2 | Assess existing conditions | SRTA & Consultant | Jul - Oct 2021 |
| 3.3 | Conduct "debriefing" interviews with first responders and governmental entities within impacted regions to identify lessons learned from recent climate events. | SRTA & Consultant | Jul - Oct 2021 |
| **Task 4:** | **Stakeholder Outreach** | | |
| 4.1 | Plan and conduct public workshops | SRTA & Consultant | Jul - Oct 2021 |
| 4.2 | Plan and conduct online engagement | SRTA & Consultant | Jul - Oct 2021 |
| 4.3 | Plan and conduct stakeholder meetings | SRTA & Consultant | Jul - Oct 2021 |
| **Task 5:** | **Plan Development** | | |
| 5.1 | Develop adaptation concepts, alternatives and strategies to create a more transportaion system resilient to climate change and that better improves air quality. | SRTA & Consultant | Jul - Oct 2021 |
| 5.2 | Draft adaptation plan | SRTA & Consultant | Jul - Oct 2021 |
| 5.3 | Identify potential funding sources | SRTA & Consultant | Jul - Oct 2021 |
| 5.4 | Finalize adaptation plan | SRTA & Consultant | Jul - Oct 2021 |
| 5.5 | Present final plan to SRTA board and others as requested | SRTA & Consultant | Jul - Oct 2021 |

| **WORK ELEMENT 707.09(A)** | **SR 273 Northern Section Multimodal Corridor Plan** |
|---|---|

**Agency:** **SRTA** **Total Budget (FY 2021/22): $ 609,940**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| **Staff Allocations and Funding Requirements** | **FY 2021/22** | | | | | | |
|---|---|---|---|---|---|---|---|
| | **Expenditures** | | **Revenue by Fund Source ($)** | | | | |
| **SRTA** | **Direct** | **Indirect** | **FHWA PL** | **FHWA PL Toll Credits*** | **Total FHWA PL** | **PPM** | **Strategic Partnership Grant (SPR)** |
| Personnel | $ 68,689 | $ 69,641 | | | | $ 17,582 | $ 135,702 |
| Services & Supplies | $ - | | | | | | |
| Human Resources | $ 1,649 | | | | | $ 1,649 | |
| | | | | | | | |
| Sub-recipient Agreements (participation support) | $ 58,464 | | | | | $ 58,464 | |
| Consultant (tbd) | $ 411,497 | | | | | $ 47,199 | $ 364,298 |
| **TOTAL:** | **$ 540,299** | **$ 69,641** | **$ -** | **$ -** | **$ -** | **$ 124,893** | **$ 500,000** |

*Note: to be invoiced 50/50 with grant funds in WE 707.09B*

**Toll Credits are shown for matching purposes only and are not considered revenue*

**Previous Accomplishments**

This is a new work element

**Objective**

Two planning grants were awarded for the SR273 corridor. A $500K SPR Special Projects grant was awarded to Caltrans District 2 for the southern portion. A $500K SPR Strategic Partnerships grant was awarded to SRTA for the northern portion of the corridor. SRTA serves as the project manager for both grants so that the entire corridor can be planned together; however, separate work elements have been created in the OWP for each respective grant. WE707.10(A) is for SRTA's grant, while WE707.10(B) is for Caltrans D2's grant. A single procurement and consultant contract will be administered for the entire corridor. Request for reimbursement from the two grant programs shall be split equally. Both work elements share tjhe same objectives - i.e., to a) improve travel safety; b) improve system efficiency; c) improve system reliability; d) reduce GHG and pollutant emissions in support of State goals and standards; e) improve multimodal access; f) support economic opportunity and the movement of goods and freight; and g) address the needs and transportation-related impacts of disadvantaged communities that reside along this corridor. Ultimately, the plan will result in a prioritized list of projects for implementation, collectivelly designed to achieve regional and state performance targets. □

**Discussion**

The SR273 corridor serves various functions (e.g., I-5 detour, local arterial, etc.) and customers (e.g. commuters, freight operators, etc.). The SR 273 corridor is also home to many of the region's most disadvantaged communities. Collisions resulting in injury and/or fatality are disproportionately high in number and severity along the corridor. Due to the many trip destinations and number of higher density residiential units, the northern portion of the corridor is highly suitable for a transit-oriented development and active transportation facilities that improves access to transit. SR273 passed through the Downtown Redding and Downtown Anderson 'Strategic Growth Areas' as described in the region's Sustainable Communities Strategy (SCS). The SR273 corridor is called out in Regional Transportation Plan as a near-term priority for planning and improvements that address safety, mobility, equity, sustainability, traffic operations, and economic development.

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

This plan will result in a Comprehensive Mulitimodal Corriodor Plan (CMCP) and directly inform the RTP, RTP project list, and Regional Transportation Improvement Program (ITIP). Projects therein will support achievement of federal performance measures, including PM1 (Safety), PM2 (Pavement and Bridge Condition), and PM3 (System Performance), as well as state priorities documented in state plans.

**FY 2021/22 Deliverables (anticiated delivery date)**

RFP and contract for consultant services (November 2021). Project kick-off minutes and project TAC roster (Jan 2022). Technical memo on existing conditions assessment (June 2022).

| **Task 1:** | **Grant administration** | | |
|---|---|---|---|
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 1.1 | Contract management, fiscal accounting and reporting. | SRTA | Jul 2021- June 2022 |
| **Task 2:** | **Project initiation** | | |
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 2.1 | RFP and consultant contracting | | Jul - Nov 2021 |
| 2.2 | Project kick-off meeting | SRTA | |
| 2.3 | Project management | | Sept 2021 - June 2022 |
| 2.4 | Establish & Maintain Project TAC | SRTA & Consultant | |
| **Task 3:** | **Identification and Assessment of Existing Conditions** | | |
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 3.1 | Identify existing conditions of transportation infrastructure | SRTA & Consultant | Nov 2021 - Jan 2022 |
| 3.2 | Assess existing conditions | | |
| **Task 4:** | **Stakeholder Outreach** | | |
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 4.1 | Plan and conduct public workshops | SRTA & Consultant | Nov 2021 - June 2022 |
| 4.2 | Plan and conduct online engagement | | |
| 4.3 | Plan and conduct stakeholder meetings | | |
| **Task 5:** | **Plan Development** | | |
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 5.1 | Draft plan | SRTA & Consultant | July 2022 - Dec 2022 |
| 5.2 | Identify potential funding sources | | |
| 5.3 | Final plan | | |
| 5.4 | Present final plan to SRTA board and others as requested | | |

## WORK ELEMENT 707.09(B) — SR 273 Southern Section Multimodal Corridor Plan

**Agency:** SRTA **Total Budget (FY 2021/22): $ 475,000**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | |
|---|---|---|---|
| | Expenditures | | Revenue |
| **SRTA** | **Direct** | **Indirect** | **Special Studies Grant (SPR)** |
| Consultant (tbd) | | | $ 475,000 |
| **TOTAL:** | $ - | $ - | $ 475,000 |

*Note: to be invoiced 50/50 with grant funds in WE 707.09A*

**Toll Credits are shown for matching purposes only and are not considered revenue*

**Previous Accomplishments**

This is a new work element.

**Objective**

Two planning grants were awarded for the SR273 corridor. A $500K SPR Special Projects grant was awarded to Caltrans District 2 for the southern portion. A $500K SPR Strategic Partnerships grant was awarded to SRTA for the northern portion of the corridor. SRTA serves as the project manager for both grants so that the entire corridor can be planned together; however, separate work elements have been created in the OWP for each respective grant. WE707.10(A) is for SRTA's grant, while WE707.10(B) is for Caltrans D2's grant. A single procurement and consultant contract will be administered for the entire corridor. Request for reimbursement from the two grant programs shall be split equally. Both work elements share tjhe same objectives - i.e., to a) improve travel safety; b) improve system efficiency; c) improve system reliability; d) reduce GHG and pollutant emissions in support of State goals and standards; e) improve multimodal access; f) support economic opportunity and the movement of goods and freight; and g) address the needs and transportation-related impacts of disadvantaged communities that reside along this corridor. Ultimatelly, the plan will result in a prioritized list of projects for implementation, collectively designed to achieve regional and state performance targets.

**Discussion**

The SR273 corridor serves various functions (e.g., I-5 detour, local arterial, etc.) and customers (e.g. commuters, freight operators, etc.). The SR 273 corridor is also home to many of the region's most disadvantaged communities. Collisions resulting in injury and/or fatality are disproportionately high in number and severity along the corridor. Due to the many trip destinations and number of higher density residiential units, the northern portion of the corridor is highly suitable for a transit-oriented development and active transportation facilities that improves access to transit. SR273 passed through the Downtown Redding and Downtown Anderson 'Strategic Growth Areas' as described in the region's Sustainable Communities Strategy (SCS). The SR273 corridor is called out in Regional Transportation Plan as a near-term priority for planning and improvements that address safety, mobility, equity, sustainability, traffic operations, and economic development.

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

This plan will directly inform the RTP planning and project list and result in a Comprehensive Mulitimodal Corriodor Plan (CMCP). Projects will support achievement of federal performance measures, including PM1 (Safety), PM2 (Pavement and Bridge Condition), and PM3 (System Performance), as well as state priorities documented in state plans.

**FY 2021/22 Deliverables (anticiated delivery date)**

RFP and contract for consultant services (November 2021). Project kick-off minutes and project TAC roster (Jan 2022). Technical memo on existing conditions assessment (June 2022).

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| **Task 1:** | **Grant administration** | | |
| 1.1 | Contract management, fiscal accounting and reporting. | SRTA | Jul 2021- June 2022 |
| **Task 2:** | **Project initiation** | | |
| 2.1 | RFP and consultant contracting | | Jul - Nov 2021 |
| 2.2 | Project kick-off meeting | SRTA | |
| 2.3 | Project management | | Sept 2021 - June 2022 |
| 2.4 | Establish & Maintain Project TAC | SRTA & Consultant | |
| **Task 3:** | **Identification and Assessment of Existing Conditions** | | |
| 3.1 | Identify existing conditions of transportation infrastructure | SRTA & Consultant | Nov 2021 - Jan 2022 |
| 3.2 | Assess existing conditions | | |
| **Task 4:** | **Stakeholder Outreach** | | |
| 4.1 | Plan and conduct public workshops | SRTA & Consultant | Nov 2021 - June 2022 |
| 4.2 | Plan and conduct online engagement | | |
| 4.3 | Plan and conduct stakeholder meetings | | |
| **Task 5:** | **Plan Development** | | |
| 5.1 | Draft plan | SRTA & Consultant | July 2022 - Dec 2022 |
| 5.2 | Identify potential funding sources | | |
| 5.3 | Final plan | | |
| 5.4 | Present final plan to SRTA board and others as requested | | |

| WORK ELEMENT 707.10 | North State Intercity Bus to Rail Plan |
|---|---|

**Agency:** SRTA **Total Budget (FY 2021/22):** $ 329,628

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | | | | | |
|---|---|---|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | | | | |
| SRTA | Direct | Indirect | FHWA PL | FHWA PL Toll Credits* | Total FHWA PL | LTF | Strategic Partnership Grant (FTA 5304) |
| Personnel | $ 60,686 | $ 61,527 | | | | $ 14,018 | $ 108,195 |
| Services & Supplies | $ 400 | | | | | $ 46 | $ 354 |
| Human Resources | $ 1,456 | | | | | $ 167 | $ 1,289 |
| | | | | | | $ - | $ - |
| Consultant (TBD) | $ 205,558 | | | | | $ 23,578 | $ 181,980 |
| | | | | | | $ - | $ - |
| TOTAL: | $ 268,101 | $ 61,527 | $ - | $ - | $ - | $ 37,808 | $ 291,819 |

**Toll Credits are shown for matching purposes only and are not considered revenue*

**Previous Accomplishments**

This is a new work element. The most recent plan was completed over 20 years ago.

**Objective**

To coordinate and plan for better intercity bus and rail transportation options between the Shasta County and the large metropolitan areas of Greater Sacramento and the Bay Area as well as improve connections across the North State region. This includes an assessment of the rail hubs that are currently located nearby communities as well as future service areas (e.g., those under consideration by BCAG for train service to Chico/Oroville) in order to identify the best way to improve intermodal connections for travelers in the North State.

**Discussion**

The many communities of the North State region are almost entirely disconnected from the major economic, educational, and healthcare centers of the rest of the state, like Greater Sacramento and the Bay Area. There are minimal options for travel from Redding and Chico to major urban areas unless you have access to a personal automobile. Public transportation riders must rely on limited intercity connections and the existing options have a number of constraints: unreliability, limited destinations, inconvenient schedules, poor on-time performance, confusing ticket purchasing, lack of station services, frequent stops, indirect routes, need for transfers, and prohibitive costs. Having reliable, convenient, and affordable intercity transportation is essential to the economic health and development of the region. Intercity passenger bus service has been a large focus of SRTA and has been partially grant funded.

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

Result of this planning effort will directly inform the RTP, accomplish the goals of the state rail plan, and may lead to projcts that support achievement of federal performance measures (PM1, PM2, and PM3).

**FY 2021/22 Deliverables (anticiated delivery date)**

If funded, the project willl commence, but not be completed in FY 2021/22. FY deliverables include: 1) RFP and contract for consultant services June 2021 ;and 2) summary of communications with agencies, technical memorandum summarizing the plan for the implementation of bus enhancements (June 2022).

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| **Task 01:** | **Project Administration** | | |
| 01 | Contract management, fiscal accounting and reporting. | SRTA | Jul 2021 - Feb 2024 |
| **Task 02:** | **Consultant Procurement** | | |
| 02 | RFP and consultant contracting for legal consel. | SRTA | Jul 2021 - Dec 2023 |
| **Task 1:** | **Governance Structure** | | |
| 1 | Evaluation of transportation governance structure between partner agencies in the North State and Caltrans. | SRTA & Consultant | Aug 2021 - June 2023 |
| **Task 2:** | **Bus Enhancements** | | |
| 2 | Plan for the implementation of improved bus connections. | SRTA & Caltrans | Nov 2021 - June 2022 |
| **Task 3:** | **Passenger Rail Opportunities** | | |
| 3 | Feasibility assessment of daytime passenger rail. | SRTA | March 2022 - Dec 2023 |
| **Task 4:** | **Public Outreach & Community Engagement** | | |
| 4 | Plan and conduct public workshops and other outreach strategies to gather public input about proposed service and changes. | SRTA | Oct 2021 - Dec 2023 |
| **Task 5:** | **Partner Coordination** | | |
| 5 | Meetings with regional stakeholders to move the planned improvements into realistic outcomes. | SRTA & Caltrans | Oct 2021 - Dec 2023 |
| **Task 6:** | **Draft and Final Plan** | | |
| 6 | Draft plan based on community and partner comments and Caltrans review. | SRTA | Nov 2023 - March 2024 |
| **Task 7:** | **Board Review/Approval** | | |
| 7 | Approval of final North State Intercity Bus to Rail Plan. | SRTA & Consultant | Dec 2023 - May 2024 |

## WORK ELEMENT 708.03 — Transportation Development Act Management

**Agency:** SRTA **Total Budget (FY 2021/22): $ 102,357**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | |
|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) |
| SRTA | Direct | Indirect | LTF |
| Personnel | $ 28,097 | $ 28,486 | $ 56,583 |
| Services & Supplies | $ 500 | | $ 500 |
| Human Resources | $ 674 | | $ 674 |
| | | | |
| Consultant Services (Financial Audit) | $ 4,600 | | $ 4,600 |
| Consultant Services (Triennial Audit) | $ 25,000 | | $ 25,000 |
| Consultant Services (Public Outreach) | $ 15,000 | | $ 15,000 |
| | | | |
| **TOTAL:** | **$ 73,871** | **$ 28,486** | **$ 102,357** |

**Previous Accomplishments**

Preparation, adoption, and administration of Transportation Development Act (TDA) budget and associated fiscal auditing of expenditures. Completed triennial performance audit for FYs 2015/16, 2016/17, and 2017/18. Completed RABA annual audit for FY 2017/18. Produced and distributed 2021/22 Transit Needs Assessment and Unmet Transit Needs processes. Organized, held and supported Social Services Transportation Advisory Council (SSTAC) regular, as well as special, meetings.

**Objective**

To administer the allocation of funds from the Local Transportation Fund (LTF) and State Transit Assistance (STA) to member entities. To provide a forum for input on public transit service and its connections. To administer the annual Unmet Transit Needs Process required under TDA in order to be able to use LTF for local streets and roads.

**Discussion**

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

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

TDA funds are generated locally and administered by the state of California. As a recipient of TDA funds, the following tasks are required to ensure the appropriate, effective, and efficient use of TDA funds.

**FY 2021/22 Deliverables (anticipated delivery date)**

1) Transit Needs Assessment (Nov 2021 - Feb 2022); 2) Unmet Transit Needs findings (April 2022); 3) TDA budget (April 2022); and 4) SSTAC regularly-scheduled meetings (September 2021 and March 2022).

| Task 1: | TDA Administration | | |
|---|---|---|---|
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 1.1 | Prepare LTF and STA Findings of Apportionment. | SRTA | Feb 2021 |
| 1.2 | Review LTF and STA claims submitted by claimants including associated technical assistance needed for adequate and proper reporting. | SRTA | May-June 2022 |
| 1.3 | Review statutes, rules, and regulations, and pending legislation pertinent to transit and transit funding. | SRTA | Ongoing |
| 1.4 | Organize and support Social Services Transportation Advisory Council (SSTAC). | SRTA | Jul 2021 - Jun 2022 |
| 1.5 | Prepare audits as required under the TDA. | SRTA | Sept-Oct 2021 |
| 1.6 | Engage independent auditor. | SRTA | Sept-Oct 2021 |
| 1.7 | Prepare claims for Board of Directors approval. | SRTA | Jun 2022 |
| 1.8 | Claim scheduling and payment. | SRTA | Jun 2022 |
| 1.9 | Perform TDA fund accounting. | SRTA | Monthly |

| Task 2: | Annual Transit Needs Assessment | | |
|---|---|---|---|
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 2.1 | Review prior year Transit Needs Assessment; solicit public input (comments, surveys, interviews, etc.), collect transit data and reports, perform farebox analysis, and CTSA performance analysis; prepare data for inclusion in draft document, update tables, and information. | SRTA | Oct 2021 - Jan 2022 |
| 2.2 | Receive, review, and summarize data from transit providers for the Transit Needs Assessment, including but not limited to: ridership information; service hours and route information; productivity improvements; and public/rider feedback received. Conduct transit scenario planning utilizing data collected and public input. Evaluate potential performance of scenarios. Identify any scenarios that may be reasonable. | SRTA | Oct 2021 - Jan 2022 |
| 2.3 | Provide draft document to transit operators, CTSA, and SSTAC for review; revise and prepare final draft for public comment and adoption. | SRTA | 1/1/2022 |
| 2.4 | Prepare staff report and presentation for SRTA Board of Directors/public hearing. | SRTA | Feb 2022 |
| 2.5 | SSTAC to consider at their regularly-scheduled March meeting to provide SSTAC recommendation on unmet transit needs. | SRTA | Mar 2022 |
| 2.6 | Present staff and SSTAC unmet transit needs recommendations, including resolution, to SRTA Board of Directors for approval. | SRTA | Apr 2022 |
| 2.7 | Submit final document to Caltrans for acceptance. | SRTA | Jun 2022 |

| Task 3: | Transit Public Outreach and Awareness | | |
|---|---|---|---|
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 3.1 | Conduct outreach activities that build public awareness to available transit services in the region. | SRTA | Jun 2022 |

## WORK ELEMENT 708.04 — Transit and CTSA Agency Administration

**Agency:** **SRTA/RABA** **Total Budget (FY 2021/22): $ 56,796**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | | |
|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | |
| **SRTA** | **Direct** | **Indirect** | **LTF** | **TDA** |
| Personnel | $ 27,822 | $ 28,207 | $ 56,029 | $ - |
| Services & Supplies | $ 100 | | $ 100 | $ - |
| Human Resources | $ 668 | | $ 668 | $ - |
| | | | | |
| | | | | |
| **TOTAL:** | **$ 28,589** | **$ 28,207** | **$ 56,796** | **$ -** |

**Previous Accomplishments**

Provided funds to RABA for their administration of services. Provided oversight of funds provided to Dignity Health Connected Living (DHCL) for operation of the CTSA services, including review of monthly invoices. Worked with DHCL to develop budget for FY 2021/22. Prepared and executed CTSA ridership agreement between DHCL, RABA and SRTA.

**Objective**

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

**Discussion**

SRTA is the designated recipient and responsible administrator of Transportation Development Act (TDA) funds. SRTA provides general oversight to ensure the most effective, efficient, and transparent use of TDA funds. The city of Redding performs Redding Area Bus Authority (RABA) administration. The county of Shasta contracts with RABA to provide Burney Express service. SRTA administers Consolidated Transportation Services Agency (CTSA) transportation, while Dignity Health Connected Living (DHCL - formerly Shasta Senior Nutrition Program) provides CTSA transportation services under agreement with SRTA. SRTA issued a new CTSA service agreement July 2017 to DHCL for up to five years, with an option to extend up to five years. SRTA is responsible for updating CTSA policies and procedures.

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

TDA funds are generated locally and administered by the state of California. As a recipient of TDA funds, the following tasks are required to ensure the appropriate, effective, and efficient use of TDA funds.

**FY 2021/22 Deliverables (anticipated delivery date)**

Approved invoices. Budget for subsequent year and performance standards (Jun 2022).

**Task 1:** **RABA Administration**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 1.1 | RABA administration, management and operations. | Redding/ Shasta County | Jul 2021- Jun 2022 |

**Task 2:** **CTSA Administration**

| Task/Activity | | Resp. Agency | Schedule |
|---|---|---|---|
| 2.1 | SRTA administration and oversight of specialized transit services, including monthly invoicing review and approval. | SRTA | Jul 2021 - Jun 2022 |
| 2.2 | Review and approve final FY 2022/23 CTSA budget provided by DHCL. | SRTA | Feb - June 2022 |

| WORK ELEMENT 801.01 | North State Super Region (NSSR) |
|---|---|

**Agency:** SRTA **Total Budget (FY 2021/22): $ 4,031**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE**

| Staff Allocations and Funding Requirements | FY 2021/22 | | | |
|---|---|---|---|---|
| | Expenditures | | Revenue by Fund Source ($) | |
| **SRTA** | **Direct** | **Indirect** | **NSSR** | |
| Personnel | $ 997 | $ 1,011 | $ 2,007 | |
| Services & Supplies | $ 2,000 | | $ 2,000 | |
| Human Resources | $ 24 | | $ 24 | |
| | | | | |
| **TOTAL:** | **$ 3,021** | **$ 1,011** | **$ 4,031** | **$ -** |

**Previous Accomplishments**

NSSR meetings held; NSSR intranet website maintained; Commented on legislative and other issues of potential impact to the North State. Provided letters of support for regional projects. Invoiced contributing agencies of the NSSR.

**Objective**

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

**Discussion**

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

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**

This work element is funded entirelky through member dues from NSSR partners.

**FY 2021/22 Deliverables (anticiated delivery date)**

NSSR meeting agendas and minutes.

| Task 1: | North State Super Region | | |
|---|---|---|---|
| **Task/Activity** | | **Resp. Agency** | **Schedule** |
| 1.1 | Facilitate NSSR meetings. | SRTA | 2 per year |
| 1.2 | Maintain and update NSSR website as needed. | | Jul 2021 - Jun 2022 |
| 1.3 | Maintain and update NSSR website as needed. | | |