STAFF REPORT

MEETING DATE:	**October 30, 2025**
SUBJECT:	**Adopt Resolution 25-11 to Approve Amendment 3 (Formal) to the Fiscal Year 2025/26 Overall Work Program (OWP)**
AGENDA ITEM:	**7-6**
STAFF CONTACT:	**Michael Kuker, CNU-A, Senior Transportation Planner**

SUMMARY:
The Fiscal Year (FY) 2025/26 Overall Work Program (OWP) needs to be amended to remove and update various work elements; align the budget to match reconciled carryover funding from the prior fiscal year confirmed by Caltrans; and to update the agency's indirect cost allocation rate which was approved by Caltrans on June 23, 2025.

STAFF RECOMMENDATION:
It is recommended that the board of directors:

1. Adopt Resolution 25-11, approving Amendment 3 (Formal) of the Fiscal Year (FY) 2025/26 Overall Work Program (OWP), thereby decreasing SRTA's planning revenues and expenditures by $676,100, (Attachment A); and
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 a 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 FY 2025/26 OWP must be amended to:

- Align the budget to match reconciled federal and state carryover funding from the prior fiscal year (Attachment B);
- Update increased federal and state grant funding revenue estimates;
- Update the Indirect Cost Allocation Plan (ICAP) to reflect the Caltrans-approved rate of 194.79 percent for FY 2025/26 (Attachment C), a decrease from last year's rate of 261.77 percent; and
- Redistribute staff hours for various work elements and incorporate anticipated work to be completed during the remainder of the fiscal year.

The net impact of Amendment 3 (Formal) to the FY 2025/26 OWP is a decrease in SRTA's planning budget of $676,100, mostly due to updating the ICAP rate and minor redistribution of staff hours. The lower ICAP rate will allow more agency funds to be spent directly on planning activities. Caltrans issued letters to regional agencies in October with updated federal and state revenue estimates, which increased SRTA's planning funding revenues by $120,577. Changes are reflected in the OWP worksheets (Attachment D). Due to the change in the ICAP, nearly every figure has been updated.

ALTERNATIVES:

The board of directors may clarify any item or request specific changes to the OWP. Amendment 3 to the OWP is necessary to ensure eligibility for reimbursement of federal and state expenses and to provide Caltrans with board-approved updates to the FY 2025/26 OWP within 90 days of receiving Caltrans' FY 2024/25 reconciliation letter (Attachment B). The board of directors may request additional information.

OTHER AGENCY INVOLVEMENT:

Caltrans reviews and approves all formal amendments to the OWP, administers formula and competitive state and federal planning funds provided to regional agencies, and approves SRTA's ICAP rate. The Technical Advisory Committee (TAC) met on October 13, 2025, to review and discuss the amendment.

FISCAL IMPACT:

Amendment 3 (Formal) to the FY 2025/26 OWP decreases SRTA's planning budget by $676,100 (from $4,503,682 to $3,827,582), due to updating the ICAP rate, minor redistribution of staff hours, and updates to consultant activities and budgets based on project schedules and deliverables provided to-date.

Keith Williams

Keith Williams, AICP, Senior Transportation Planner

Attachments:

A: Resolution 25-11 Amendment 3 (Formal) to SRTA's Fiscal Year 2025/26 Overall Work Program
B: FY 2024/25 Reconciliation Letter from Caltrans
C: Caltrans ICAP Acceptance Letter to SRTA
D: Final Fiscal Year (FY) 2025-26 Formula Allocations
E: FY 2025/26 OWP Work Elements (Amended)

RESOLUTION 25-11

A RESOLUTION OF THE SHASTA REGIONAL TRANSPORTATION AGENCY APPROVING AMENDMENT 3 (FORMAL) TO SRTA'S FISCAL YEAR 2025/26 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 the Board of the Directors of the Shasta Regional Transportation Agency hereby approves Amendment 3 (Formal) to the FY 2025/26 OWP, thereby:

1. Aligning the budget to match reconciled federal and state carryover funding from the prior fiscal year;
2. Updating federal and state grant planning revenues based on the most recent information provided by Caltrans;
3. Updating the Indirect Cost Allocation Plan (ICAP) rate to reflect the Caltrans approved rate of 194.79 percent for FY 2025/26; and
4. Redistributing staff hours for various work elements and incorporating anticipated consultant work to be completed during the remainder of the fiscal year.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of Directors of the Shasta Regional Transportation Agency that Amendment 3 (Formal) has the following net fiscal effect by fund source:

Fund Source	Amount ($)
Increasing	
FHWA PL	55,698
FTA 5303	1,609
FTA 5304 Competitive FY 2023/24 Carryover	28,979
Total Increasing:	86,286
Decreasing	
FHWA PL FY 2024/25 Carryover	(216,280)
Local Transportation Funds (LTF)	(342,754)
Planning, Programming, and Monitoring (PPM)	(18,341)

North State Super Region (NSSR)	(906)
SB1 Formula	(23,879)
FTA 5304 Competitive FY 2021/22 Carryover	(30,810)
Pit River Tribe Minimum In-Kind Match Requirement	(5,030)
Regional Early Action Planning (REAP) 2.0	(4,011)
SB125 TIRCP/ZETCP General	(100,000)
SB125 TIRCP/ZETCP PTA	(20,375)
Total Decreasing:	(762,386)
Net Fiscal Impact:	**(676,100)**

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of Directors of the Shasta Regional Transportation Agency that:

1. The above changes result in a new FY 2025/26 OWP planning budget of $3,827,582 (a decrease of $676,100), which shall be considered final and in full force and effective upon acceptance and approval thereof by Caltrans District 2; and
2. The executive director is authorized to make administrative corrections as needed in response to Caltrans' review and approval process.

PASSED AND ADOPTED this 30th day of October 2025, by the Board of Directors of the Shasta Regional Transportation Agency.

Greg Watkins, Chair
Shasta Regional Transportation Agency

ATTEST:

Sean Tiedgen, AICP, Executive Director
Shasta Regional Transportation Agency

California Department of Transportation

DEPARTMENT OF TRANSPORTATION
DIVISION OF TRANSPORTATION PLANNING
P.O. BOX 942873, MS–32 | SACRAMENTO, CA 94273–0001
(916) 654-2596 | FAX (916) 653-0001 TTY 711
www.dot.ca.gov

September 22, 2025

Sean Tiedgen
Executive Director
Shasta Regional Transportation Agency
1255 East Street Suite 202
Redding, CA 96001

Dear Sean Tiedgen:

The purpose of this reconciliation letter for fiscal year (FY) 2024-25 is to confirm the unexpended totals in Consolidated Planning Grant (CPG) and state funded grants as of **June 30, 2025**.

24/25 FHWA Metropolitan Planning (PL) expires 6/30/27:	$4,500.31
24/25 FHWA Complete Streets expires 6/30/27:	$0.00
24/25 FTA 5303 Statewide & Metropolitan Planning expires 6/30/27:	$0.00
23/24 RMRA (SB1) Sustainable Communities Formula expires 6/30/26:	$86,408.66
24/25 RMRA (SB1) Sustainable Communities Formula expires 6/30/27:	$166,919.05
23/24 FTA 5304 Strategic Partnerships – Transit Grants expires 6/30/26:	$340,409.76
21/22 SHA Sustainable Communities Grants expires 2/28/26:	$22,411.08
Total CPG and State Planning Funds Available:	**$620,648.86**

*The above identified expiration date is the final date in which expenses can be incurred, unless your agency has received a grant extension approval.

Please review the reconciled totals. If in agreement with the balance(s), please electronically sign your specified field. Once all signatures are completed, all parties will automatically receive the fully signed reconciliation letter for their records via email.

Please note that in order to remain compliant with FTA Circular 8100.1D and CFR 630.106, all Federally funded carryover must be programmed via OWP/A and approved by the District within 90 days of the date of this letter.

If you have any questions or need additional information, please contact Natalie Kinney, District Regional Planning Liaison at Natalie.Kinney@dot.ca.gov or Omar Ruiz, Caltrans Headquarters Fund Specialist at Omar.Ruiz@dot.ca.gov.

Sincerely,

Erin Thompson

Erin Thompson
Chief, Office of Regional and Community Planning
Division of Transportation Planning

Brett Ditzler
Planning Deputy District Director
District 2

I concur with the above balances:

Sean Tiedgen
Executive Director
Shasta Regional Transportation Agency

10/06/2025

Date

Caltrans Internal Audits Office (CIAO)
Department of Transportation
Administration, MS 80
1120 N Street, Sacramento, CA 95814

June 23, 2025

Notice Transmitted via email

Sean Tiedgen
Executive Officer
Shasta Regional Transportation Agency
1255 East Street, Suite 202
Redding, CA 96003

Agency Rate Acceptance:
Shasta Regional Transportation Agency (SRTA)

This is to notify you that Caltrans Internal Audits Office (CIAO) has received notification of SRTA's Indirect Cost Rate Proposal (ICRP) for fiscal year (FY) 2025/2026 on June 23, 2025.

SRTA is authorized to use the rate(s)s detailed in the Table of Accepted Rate(s) below for billing FY 2025/2026 indirect costs to the California Department of Transportation.

Table of Accepted Rate(s)			
FY	**Rate Type**	**Rate***	**Applicable To**
2025/2026	Fixed Rate with carry forward	194.79%	All Departments

*Base: Direct Salaries and Indirect Costs

Acceptance of the rate is based on the understanding that SRTA agrees to provide subsequent reimbursement if the rate is later found to have included costs that are unallowable as specified by law, regulation, or the terms and conditions of state or federal awards. CIAO did not perform an audit of the ICRP. The ICRP may be audited in the future.

SRTA must provide support for the approval of future FY rates.

Please retain a copy of this letter for your files. If you have any questions, please contact Gerald Lee, Audit Manager, at ICAP-ICRP@dot.ca.gov.

Sincerely,

Ben Shelton

Ben Shelton, Audit Chief
Caltrans Internal Audits Office (CIAO)

cc: **Jessica Carlson**, Chief Fiscal Officer, SRTA
Nicole Fortner, District 2, District Local Assistance Engineer, Caltrans
ca-californialpa@dot.gov
Gilbert Petrissans, Chief, Division of Accounting, Caltrans
Gerald Lee, Audit Manager, Caltrans

FINAL Fiscal Year (FY) 2025-26 Formula Allocations
Metropolitan Planning Fund Allocations to California MPOs

Prepared by the Caltrans Division of Transportation Planning

Metropolitan Planning Organization (MPO)	FHWA PL			FTA 5303	SB1 Formula
	Cumulative Total (PL&CS)	PL Only	Complete Streets		
Southern California Association of Governments	$26,247,626	$25,591,436	$656,191	$12,258,694	$5,203,500
Metropolitan Transportation Commission	$10,678,787	$10,411,817	$266,970	$5,056,356	$2,121,100
San Diego Association of Governments	$5,364,722	$5,230,604	$134,118	$2,093,530	$1,065,000
Sacramento Area Council of Governments	$4,113,166	$4,010,337	$102,829	$1,511,457	$815,400
Fresno Council of Governments	$2,128,774	$2,075,555	$53,219	$500,793	$423,700
Kern Council of Governments	$1,980,943	$1,931,419	$49,524	$401,037	$395,600
San Joaquin Council of Governments	$1,826,559	$1,780,895	$45,664	$485,855	$363,600
Association of Monterey Bay Area Governments	$1,644,100	$1,602,997	$41,102	$379,711	$330,300
Stanislaus Council of Governments	$1,499,646	$1,462,154	$37,491	$310,504	$0
Tulare County Association of Governments	$1,300,789	$1,268,269	$32,520	$218,817	$259,900
Santa Barbara County Association of Governments	$1,170,084	$1,140,832	$29,252	$285,855	$235,500
Merced County Association of Governments	$1,047,028	$1,020,852	$26,176	$116,582	$211,200
San Luis Obispo Council of Governments	$1,015,084	$989,707	$25,377	$133,873	$206,100
Butte County Association of Governments	$905,863	$883,216	$22,647	$90,423	$184,300
Madera County Transportation Commission	$857,522	$836,084	$21,438	$70,265	$172,800
Shasta Regional Transportation Agency	$848,968	$827,744	$21,224	$96,645	$172,800
Kings County Association of Governments	$846,301	$825,143	$21,158	$60,113	$171,500
Tahoe Regional Planning Agency	$823,963	$803,364	$20,599	$157,166	$167,700
Total	**$64,299,924**	**$62,692,426**	**$1,607,498**	**$24,227,676**	**$12,500,000**

Federal Highway Administration (FHWA) Metropolitan Planning (PL) funds - PL allocations above are based on an assumed 90% Obligation Authority (OA) rate of the FY 2025-26 federal apportionment amount. In the event the final OA rate is higher or lower, we will notify you.

<u>If final FHWA PL or FTA 5303 allocations are higher than the MPO's programmed amounts, MPO has two options:</u>

1. Increase the programmed amount of FHWA PL and/or FTA 5303 match the final allocations. MPOs will need to program the additional amount via a formal amendment due by May 1st. If the final allocations are released later in the fiscal year, the agency may be allowed to add the additional funding in the Certification of Expenditures (COE) process with prior HQs approval. In this case, the MPO will save its full allocation/Obligation Authority (OA) and the funds will be safe from a rescission. If the MPO is using toll credits to match the affected allocation and the amount of toll credits requested is not sufficient to cover the increase, effective July 1st, 2022, MPOs may seek approval to increase toll credits to match their final FHWA PL and FTA 5303 allocations. Complete Streets funds have a federal match waiver approval effective Jan. 2023.

2. Not increase the programmed amount to match the final fiscal year allocations. In this case, the MPO will lose the difference in OA (Final Allocation vs Programmed amount below final allocation) and any unprogrammed funds may be subject to a Federal rescission. The MPO may request to use the unprogrammed amount in a subsequent fiscal year by submitting a justification to Erin Thompson in HQs Regional Planning. The request will be forwarded to the Caltrans Office of Federal resources for review and approval for the August OA re-distribution. If approved, the MPO could program the funding. If denied, the MPO will not be able to use the unprogrammed OA.

<u>If final FHWA PL or FTA 5303 allocations are lower than the MPOs programmed amounts:</u>

The MPO will need to reduce its programmed allocations to the final FY allocation amount. This also means that the amount of local match needed will be reduced proportionately.

Attachment E

Budget Revenue Summary (BRS)

SHASTA REGIONAL TRANSPORTATION AGENCY — FY 2025/26 OVERALL WORK PROGRAM

Summary of Overall Work Program Funding Requirements — Proposed for Board Approval 10/30/2025

Work Element	Description	FHWA PL	FHWA PL (CS)	State Toll Credits*	FHWA PL FY 2024/25 Carryover	FTA 5303	LTF	PPM	North State Super Region	SB1 Formula Funds	SHA Sustainable Communities Competitive FY 2021/22	RMRA Sustainable Communities Competitive FY 2024/25	Pit River Tribe* (info only)	SPR Grants FY 2021/22	FTA 5304 Sustainable Communities Competitive FY 2023/24	FTA 5304 Strategic Partnerships Transit FY 2021/22	Non Motorized Program	REAP 2.0	SB 125 ZETCP PTA	SB 125 TIRCP General	Total
		100.00%	100.00%	11.47%	100%	100%	100%	100%	100%	100%	100%	100%	100%	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	$ 454,470		$ 52,644	$ 4,500		$ 296,439														$ 755,409
701.03	Performance Measures	$ 21,691		$ 2,488			$ 8,504														$ 30,195
701.09	Air Quality	$ 2,231		$ 256			$ 5,041														$ 7,272
701.11	Regional Data	$ 29,094		$ 3,337			$ 57,744														$ 86,838
701.17	SCS Dev & Sup (FY23/24 SB1) (Reg. Transit Planning)						$ 9,911			$ 86,408											$ 96,319
701.18	SCS Dev & Sup (FY24/25 & FY25/26 SB1) (Regional Freight Plan)						$ 44,015			$ 339,719											$ 383,734
	Subtotal Work Element 701	**$ 507,486**	**$ -**	**$ 58,725**	**$ 4,500**	**$ -**	**$ 421,654**	**$ -**	**$ -**	**$ 426,127**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,359,767**
702	WORK PROGRAM AND ADMINISTRATION																				
702.01	Transportation Improvement Programs (TIPS)	$ 7,097		$ 814				$ 339,760													$ 346,857
702.02	Overall Work Program	$ 71,277		$ 8,176			$ 98,587														$ 169,864
702.03	Grant Writing and Technical Assistance						$ 16,164														$ 16,164
	Subtotal Work Element 702	**$ 78,375**	**$ -**	**$ 8,990**	**$ -**	**$ -**	**$ 114,751**	**$ 339,760**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 532,885**
703	NON-MOTORIZED PLANNING																				
703.01	Active Transportation Planning	$ 22,698		$ 2,604			$ 48,851	$ 26,908									$ 20,000				$ 118,457
703.01(CS)	Complete Streets - 2.5 %		$ 21,224																		$ 21,224
703.08	GoShasta Plan Update - NEW						$ 41,106					$ 317,000									$ 358,106
	Subtotal Work Element 703	**$ 22,698**	**$ 21,224**	**$ 2,604**	**$ -**	**$ -**	**$ 89,957**	**$ 26,908**	**$ -**	**$ -**	**$ -**	**$ 317,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 20,000**	**$ -**	**$ -**	**$ -**	**$ 497,787**
704	PUBLIC AND INTER-AGENCY PARTICIPATION																				
704.01	Public Information & Participation	$ 98,949		$ 11,349	$ -		$ 102,741														$ 201,690
	Subtotal Work Element 704	**$ 98,949**	**$ -**	**$ 11,349**	**$ -**	**$ -**	**$ 102,741**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 201,690**
705	PLANNING TOOLS																				
705.02	GIS Applications						$ 52,498		$ -												$ 52,498
705.05	Travel Demand Model	$ 19,999		$ 2,294	$ -		$ 71,858														$ 91,857
705.06	Shasta Regional Planning Dashboard						$ 79,633	$ 29,258							$ 340,409						$ 449,300
	Subtotal Work Element 705	**$ 19,999**	**$ -**	**$ 2,294**	**$ -**	**$ -**	**$ 203,988**	**$ 29,258**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 340,409**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 593,655**
706	PUBLIC TRANSPORTATION PLANNING																				
706.02	Public Transportation Planning and Coordination	$ 79,489		$ 20,203	$ -	$ 96,645	$ 22,787		$ -												$ 198,920
	Subtotal Work Element 706	**$ 79,489**	**$ -**	**$ 20,203**	**$ -**	**$ 96,645**	**$ 22,787**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 198,920**
707	SPECIAL PROJECTS																				
707.01	Corridor Studies & Project Review						$ 22,825														$ 22,825
707.03	Alternative Fuels Vehicle Planning	$ 20,749		$ 2,380			$ 23,223														$ 43,972
707.04	Goods & Freight Coordination and Planning						$ 22,496														$ 22,496
707.11	Pit River Tribe Long-Range Transportation Plan						$ -				$ 22,411		$ 2,909								$ 25,320
707.12	Regional Early Action Planning (REAP) 2.0																	$ 18,195	$ -	$ -	$ 18,195
	Total Work Element 707	**$ 20,749**	**$ -**	**$ 2,380**	**$ -**	**$ -**	**$ 68,545**	**$ -**	**$ -**	**$ -**	**$ 22,411**	**$ -**	**$ 2,909**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 18,195**	**$ -**	**$ -**	**$ 132,808**
708	TRANSPORTATION DEVELOPMENT ACT																				
708.03	Transportation Development Act Management						$ 113,272														$ 113,272
708.04	Transit and CTSA Administration						$ 26,265														$ 26,265
	Subtotal Work Element 708	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 139,537**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 139,537**
800	OTHER																				
801.01	North State Super Region						$ -		$ 4,771												$ 4,771
801.02	SB 125 TIRCP/ZETCP Administration																		$ 90,398	$ 75,364	$ 165,762
	Subtotal Work Element 800	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 4,771**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 90,398**	**$ 75,364**	**$ 170,533**
	Total of Budget by Fund Source	**$ 827,744**	**$ 21,224**	**$ 106,544**	**$ 4,500**	**$ 96,645**	**$ 1,163,959**	**$ 395,926**	**$ 4,771**	**$ 426,127**	**$ 22,411**	**$ 317,000**	**$ 2,909**	**$ -**	**$ 340,409**	**$ -**	**$ 20,000**	**$ 18,195**	**$ 90,398**	**$ 75,364**	**$ 3,827,582**

700.98 – Indirect Cost PTO

Objective

To record paid time off in a separate work element

WORK ELEMENT 700.98 – Indirect Cost PTO		
Total Budget:	**$ 142,312**	
Estimated Expenditures and Anticipated Revenues		
Staff Allocations	**FY 2025/26**	
	Expenditures	
SRTA		
Personnel - Direct PTO Salaries		$ 142,312
TOTAL:	**$ 142,312**	

Discussion

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

Prior Fiscal Year's Work

Kept records of paid time off.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**Record Paid Time off**	SRTA	July – June	Records of paid time off

Ongoing/Recurring Tasks

Keep records of paid time off.

700.99 – Indirect Cost Allocation Plan

Objective

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

WORK ELEMENT 700.99 – Indirect Cost Allocation Plan		
Total Budget: $ **1,241,803**		
Estimated Expenditures and Anticipated Revenues		
Services & Supplies	**FY 2025/26**	
	Amount ($)	**Total Expenditures**
SRTA		**INDIRECT**
Building Occupancy:		
Depreciation	90,384	90,384
Interest	17,461	17,461
Insurance	36,171	36,171
Repairs - Building	6,591	6,591
Janitorial	6,548	6,548
Elevator	7,529	7,529
Landscape	2,598	2,598
Taxes	131	131
Security	5,984	5,984
Utilities	10,644	10,644
Advertising	0	0
Bank Charges	475	475
Communication: Not Elevator	10,856	10,856
Computer Support	35,000	35,000
Copier Usage	3,488	3,488
Conferences	3,753	3,753
Depreciation: Equipment + SBITAS	10,774	10,774
Drug Testing	80	80
Dues and Subscriptions	6,111	6,111
Education and Training	1,614	1,614
Insurance: Liability and Admin Fees	11,872	11,872
Licenses	145	145
Management Miscellaneous Expenses	1,200	1,200
Meetings	317	317
Memberships	1,822	1,822
Postage	28	28
Printing	0	0
Professional Services: Auditing	71,751	71,751
Professional Services: Legal	10,973	10,973
Professional Services: Human Resources - Not Payroll	7,600	7,600
Professional Services: FSA Administration	1,475	1,475
Professional Services: Actuary	3,250	3,250
Professional Services: Human Resources-Payroll	10,924	10,924
Professional Services: Public Notice	100	100
Recruiting	2,000	2,000
Repairs and Maintenance: Not Building	694	694
Software	6,928	6,928
Supplies: Not Small Equipment	4,503	4,503
Supplies: Small Equipment	2,000	2,000
Taxes: Filing Services	45	45
Travel	18,117	18,117
Sub Total	411,938	411,938
INDIRECT SALARIES & BENEFITS NOTE - General Administration, office functions and allocable staff costs not directly attributable to specific work elements (Per ICAP filing).	687,554	687,554
PTO (WE 700.98)	142,312	142,312
TOTAL:	**1,241,803**	**1,241,803**

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.

Prior Fiscal Year's Work

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

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**Indirect Cost Allocation Plan Administration**			
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/or Congress for New Urbanism) and other associations as appropriate.	SRTA	July – June	Invoices, payments.
1.2	Prepare and file reports with funding agencies	SRTA	July – June	Reports as needed.
1.3	Implement SRTA Personnel Policies including preparation of employee evaluations	SRTA	July – June	Employee evaluations
1.4	Maintain and administrate SRTA benefit programs	SRTA	July – June	Benefits
1.5	Prepare reports for management	SRTA	July – June	Reports
1.6	Prepare annual fiscal reports	SRTA	July – June	Annual fiscal reports

Ongoing/Recurring Tasks

Generate and get approval of annual indirect cost allocation plan and indirect cost rate proposal.

701.01 – Regional Transportation Plan (RTP)

Objective

To plan for the safe and efficient management, operation, and development of a regional intermodal 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-assigned regional targets.

WORK ELEMENT 701.01 – Regional Transportation Plan (RTP)

Total Budget: $ 755,408

Estimated Expenditures and Anticipated Revenues

Staff Allocations and Funding Requirements	FY 2025/26								
	Expenditures		Revenue by Fund Source ($)						
SRTA	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	FHWA PL Carryover FY 23/24	Toll Credits*	FHWA PL Carryover FY 24/25	LTF
Personnel	$ 232,703	$ 453,283	$ 346,843	$ 44,937	$ 391,780	$ 3,952	$ 512	$ 4,464	$ 289,743
Services & Supplies	$ 4,337		$ -	$ -	$ -		$ -	$ -	$ 4,337
Human Resources	$ 5,585		$ 4,944	$ 366	$ 3,190	$ 32	$ 4	$ 36	$ 2,359
Consultant - EIR (TBD)	$ 50,000		$ 44,265	$ 5,735	$ 50,000				
Consultant - LRTP Software Module	$ 9,500		$ 8,410	$ 1,090	$ 9,500				
(EcoInteractive)									
TOTAL:	**$ 302,125**	**$ 453,283**	**$ 404,463**	**$ 52,128**	**$ 454,470**	**$ 3,984**	**$ 516**	**$ 4,500**	**$ 296,439**

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

Discussion

As a prerequisite to receiving state and federal funding, a 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.

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 overarching 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 and the California required Sustainable Communities Strategy that addresses CARB-assigned greenhouse gas emission reduction targets.

Prior Fiscal Year's Work

Maintained the 2022 RTP/Sustainable Communities Strategy (SCS) and Supplemental Environmental Impact Report (SEIR). Provided data to CARB on 2022 RTP/SCS methodology for CARB review report. High level work plan for 2026 RTP update process developed. Participated in statewide discussions and work groups related to implementation of the RTP/SCS and performance-based planning. Commented on federal and state processes. Collected and reviewed updated data for the next RTP/SCS update. Monitored federal/state policies impacting implementation of the RTP/SCS and provided comments. Conducted coordination activities with FLMAs.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**2022 RTP/SCS Implementation, Maintenance, and Interagency Coordination**			
1.1	Advise and support local agencies and community partners in the development of projects and programs that align with the RTP/SCS. Examples include participation in area and corridor plans led by local agencies; providing technical support and direction to private sector partners in the development of land use projects; and so forth. This task includes extensive communication and coordination activities with local agencies, developers, and other community stakeholders.	SRTA	July – June	Technical support
1.2	Perform RTP amendments, if needed.	SRTA	July – June	RTP amendments
1.3	Consultation and coordination with state and federal partners to ensure planning alignment and eligible use of funds	SRTA	July – June	Better coordination
Task 2	**2026 Regional Transportation Plan Development**			
2.1	Monitor and track state/federal policies that may impact the content of the next RTP/SCS Participate in federal/state meetings related to regonal transportation plans.	SRTA	July – June	Improved alignment with state/federal goals; meeting

				participation
2.2	Gather and track local/regional transportation, land use, transit, socio-demographic, air quality, and disadvantaged communities data for the 2026 RTP/SCS, including progress on regional projects.	SRTA	July – June	Updated data
2.3	Compile information and develop next Ways and Means report	SRTA	July – June	Updated data; draft and final Ways and Means Report
2.4	Prepare RFP and procure consultant to start preparation of draft environmental documents for next RTP/SCS.	SRTA	Jul – Oct	Contract; Memos; draft data; invoices; draft and final Initial Study; Public notices; draft EIR chapters
2.5	Solicit and review local updates for land use, housing, and transportation network changes.	SRTA	Jul – Jun	Updated tables, charts, and draft project data
2.6	Develop workplan and start development of draft RTP/SCS report including updates to chapters, tables, charts, graphics, and appropriate appendices.	SRTA	Jul – Jun	Updated draft chapters, charts, graphics, tables, and memos
2.7	Develop draft and final SB 375 Technical Methodology with input from California Air Resources Board	SRTA/ Consultant	Jul – Jun	Draft and final memos
2.8	Conduct public outreach for RTP/SCS update as appropriate	SRTA	Jul – Jun	Presentation files; meeting notices; staff reports
Task 3	**Native American and Federal Land Management Agency (FLMAs) Consultation**	SRTA	July – June	Improved coordination
Task 4	**Coordinate with Caltrans to ensure alignment between RTP and Interregional Transportation Strategic Plan (ITSP)**	SRTA	Jan – Jun	Improved coordination; meeting participation; comment letter(s)
Task 5	**Develop Ways & Means Report**	SRTA	Jul – Jun	(draft and final report)
Task 6	**Evaluate and Possibly Implement Software Solution for Project List Management**			
6.1	Evaluate EcoInteractive's RTP module (see WE for possible future use. (See 702.01, Task 1.3). If the RTP module is deemed to be a good value, implement its use for greater efficiencies.	SRTA	Oct – Jun	RTP Module software service (if implemented)

Future / Ongoing Work

Develop new Ways and Means report ahead of the 2026 RTP; 2022 RTP/SCS Implementation, Maintenance, and Interagency Coordination; 2026 Regional Transportation Plan Development; Native American and FLMA Consultation, SCS Technical Methodology and SB150 Data Table for CARB. Continue workplan for development of the next RTP/SCS

701.03 – Performance Measures

Objective

Utilize data developed 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.) to guide performance-based planning and programming.

WORK ELEMENT 701.03 – Performance Measures							
Total Budget: $ 30,195							
Estimated Expenditures and Anticipated Revenues							
Staff Allocations and Funding Requirements	**FY 2025/26**						
	Expenditures		**Revenue by Fund Source ($)**				
SRTA	**Direct**	**Indirect**	**FHWA PL**	**Toll Credits***	**Total FHWA PL**	**LTF**	
Personnel	$ 10,160	$ 19,791	$ 19,048	$ 2,468	$ 21,516	$ 8,435	*Note: Local funding*
Services & Supplies					$ -		*for state-required*
Human Resources	$ 244		$ 155	$ 20	$ 175	$ 69	*PMs*
TOTAL:	**$ 10,404**	**$ 19,791**	**$ 19,203**	**$ 2,488**	**$ 21,691**	**$ 8,504**	
**Toll Credits are shown for matching purposes only and are not considered revenue*							

Discussion

Objectives that are not measured cannot be effectively managed and improved upon. The 2021 federal transportation bill (Infrastructure Investment and Jobs Act (IIJA) 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. 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, Geographic Information Systems (GIS) analyses, and data dashboard are budgeted under WE 705.05, WE 705.02, and WE 705.06 respectively.

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

The Infrastructure Investment and Jobs Act (IIJA) 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 prioritization of projects for the RTP and TIPs. Tasks and deliverables in this work element are needed to comply with these requirements.

Prior Fiscal Year Work

Participated in the development of performance-based planning, including federal rulemakings on performance measures. Incorporated performance-based planning and programming into the 2025 Federal Transportation Improvement Program (FTIP). Adopted regional Safety performance, system performance, and freight measure targets consistent with state adopted safety targets.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**PM1 – Safety Performance Measure Targets**			
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	Better coordination
1.2	Review final state performance targets and determine approach for regional targets.	SRTA	July – Oct	Regional targets
1.3	Draft and present recommendations to SRTA Board of Directors to adopt regional targets (if needed).	SRTA	Nov – Jan	Board feedback
1.4	Submit regional targets to Caltrans	SRTA	Nov – Jan	Adopted targets
Task 2	**PM2 – Bridge, Pavement, & Transportation Asset Management Performance Measure Targets**			
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	Better coordination
2.2	Review final state performance targets and determine approach for regional targets.	SRTA	July - Oct	Regional targets
2.3	Draft and present recommendations to SRTA Board of Directors to adopt regional targets (if needed).	SRTA	Nov – Jan	Board feedback
2.4	Submit regional targets to Caltrans	SRTA	Nov – Jan	Adopted targets

Task 3	**PM3 – System Performance, Freight, and CMAQ Performance Measure Targets**			
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	Better coordination
3.2	Review final state performance targets and determine approach for regional targets.	SRTA	July – Oct	Regional targets
3.3	Draft and present recommendations to SRTA Board of Directors to adopt regional targets (if needed).	SRTA	Nov – Jan	Board feedback
3.4	Submit regional targets to Caltrans.	SRTA	Nov – Jan	Adopted targets
Task 4	**Transit Asset Management and Public Transit Safety Performance Measure Targets**			
4.1	Work with RABA and Shasta County on transit asset and public transit safety performance measures, advise on targets, coordinate meetings with federal and state partners, and advise on any federal/state changes.	SRTA	July – Oct	Better coordination
4.2	Establish regional transit asset management performance targets and prioritize investments.	SRTA	180 days after RABA sets target	Adopted targets

Future / Ongoing Work

All of the above tasks are ongoing work.

701.09 – Air Quality

Objective

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

WORK ELEMENT 701.09 – Air Quality						
Total Budget: $ 7,272						
Estimated Expenditures and Anticipated Revenues						
Staff Allocations and Funding Requirements	FY 2025/26					
	Expenditures		Revenue by Fund Source ($)			
SRTA	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	LTF
Personnel	$ 2,447	$ 4,766	$ 1,959	$ 254	$ 2,213	$ 5,000
Services & Supplies					$ -	$ -
Human Resources	$ 59		$ 16	$ 2	$ 18	$ 41
TOTAL:	**$ 2,506**	**$ 4,766**	**$ 1,975**	**$ 256**	**$ 2,231**	**$ 5,041**

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

Discussion

Transportation is the single largest source of atmospheric pollutant emissions in California, barring natural disasters such as wildfires. The Shasta Region is currently classified as in attainment 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). At its January 2023 meeting, the California Air Resources Board adopted Resolution 23-2, finding Shasta County in non-attainment for State ozone standards. CARB staff identified Lassen Volcanic National Park monitoring site as the high ozone site, data for 2019-2021 has a State 1-hour ozone designation value of 0.08 ppm and a State 8-hour ozone designation value of 0.079 ppm.

SRTA must monitor trends, measure impacts, and coordinate planning with the Shasta County Air Quality Management District (AQMD), Caltrans, the California Air Resources Board (CARB), and the US EPA, 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 issued, and ongoing staff training is necessary. If the Shasta Region reaches non-attainment for an air quality standard, SRTA may need to develop a robust air quality analysis review of regional projects and conduct an air quality conformity analysis as part of a subsequent Regional Transportation Plan updates, and development and/or amendments to the Federal Transportation Improvement Program. 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.

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 for federal air quality standards; 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 EMFAC, SRTA can evaluate the impact of individual projects and programs of projects such as the RTP and FTIP. This is required for the RTP EIR and supports other activities, such as grant seeking at times.

Prior Fiscal Year Work

Reviewed regional air quality reports. Tracked EMFAC model changes. Tracked and participated in national and statewide review of revised PM2.5 pollutant criteria and potential impacts to the region. Participated in related air quality workshops and presentations.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**Regional Air Quality Planning**			
1.1	Interagency coordination, including monitoring and communications with Shasta County Air Quality Management District (AQMD) and the California Air Resources Board.	SRTA	July – June	Improved coordination with local/regional partners
1.2	Monitor federal air quality reports, California air quality reports, and related state/federal legislation. Take action as appropriate.	SRTA	July – June	Awareness of new or imminent need to address AQ
1.3	Initiate strategies needed to comply with state and federal air quality standards.	SRTA	July – June	Updated strategies (as needed)

Task 2	**Regional Air Quality Modeling Capacity**			
2.1	Participate in web-based training for SRTA staff operation of the EMFAC model.	SRTA	July – June	More knowledgeable staff
2.2	Participate in statewide EMFAC model update workgroups and provide input as needed.	SRTA	July – June	More knowledgeable staff
Task 3	**EMFAC Post-Processing**			
3.1	Potential 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	July – June	EMFAC post-processing (as required)

Future / Ongoing Work

All of the above tasks are ongoing work.

701.11 – Regional Data

Objective

To collect data needed for 701.03 (Performance Measures), 705.06 (Shasta Regional Planning Dashboard), Federal Performance-Based Planning and Programming, and Federal Highway Performance Monitoring System (HPMS) data reporting. Data generated is also analyzed in other work elements to support grant seeking and regional decision-making processes.

WORK ELEMENT 701.11 – Regional Data							
Total Budget: $ 86,838							
Estimated Expenditures and Anticipated Revenues							
Staff Allocations and Funding Requirements	**FY 2025/26**						
	Expenditures		**Revenue by Fund Source ($)**				
SRTA	**Direct**	**Indirect**	**FHWA PL**	**Toll Credits***	**Total FHWA PL**	**LTF**
Personnel	$ 17,443	$ 33,977	$ 18,963	$ 2,457	$ 21,419	$ 30,000
Services & Supplies			$ -	$ -		
Human Resources	$ 419		$ 154	$ 20	$ 174	$ 244
Regional Traffic Counts (TBD)	$ 35,000		$ 6,640	$ 860	$ 7,500	$ 27,500
TOTAL:	**$ 52,861**	**$ 33,977**	**$ 25,757**	**$ 3,337**	**$ 29,094**	**$ 57,744**

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

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 Office of Highway System Information and Performance website (https://dot.ca.gov/programs/research-innovation-system-information/office-of-highway-system-information-performance). Local agencies are highly encouraged to submit data for the California Local Streets and Roads Statewide Needs Assessment to quantify transportation system deficiencies and provide documentation to 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 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 integrated land use and travel demand model and the data dashboard. 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 evaluation 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.

Prior Fiscal Year Work

Prepared and posted regional traffic count maps. Started development of historical traffic count data maps and low-resource community maps based on 2020 US Census data. Secured contract for conducting regional HPMS traffic counts and initiated collection efforts.

FY 2025/26 Work

		Responsible Entities	**Schedule**	**Deliverable or Outcome**
Task 1	**Regional Travel Data Collection**			
1.1	Procure new travel data vendor and administer technical services agreement, including invoicing, amendments, and other activities as needed. Review and process data.	SRTA, Consultant	July – June	Travel data
1.2	Acquire data 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 acquisition.	SRTA	July – June	Funds for data acquisition, filling data gaps
1.3	Prepare traffic counts (vehicular, bike/ped) and publish on SRTA website	SRTA,	July – June	Website updates

		Consultant		
Task 2	**Technical Support for Local Agency Data Collection**			
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, participating with (and responding to) the California Statewide Local Streets and Roads Needs Assessment, and similar pursuits.	SRTA	July – June	Technical support
Task 3	**Data Sharing**			
3.1	Generate and/or maintain web-friendly data and map-based geospatial presentations.	SRTA, Consultant	As needed	Enhanced data sharing
3.2	Post data on SRTA website and update become available and is needed by partner agencies.	SRTA	As needed	Enhanced data sharing

Future / Ongoing Work

All of the above is ongoing work.

701.17 – SCS Development & Support (FY 2023/24 Funds) / Regional Transit Service Planning and Implementation

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, carrying out public outreach, and other tasks needed to advance projects consistent with the RTP/SCS. All projects should help the region meet greenhouse gas emission reductions targets. 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.

WORK ELEMENT 701.17 – SCS Development & Support (FY 2023/24 Funds) – Regional Transit Service Pl

Total Budget: $96,319

Estimated Expenditures and Anticipated Revenues

Staff Allocations and Funding Requirements	FY 2025/26			
	Expenditures		Revenue by Fund Source ($)	
SRTA	Direct	Indirect	LTF	SB1 23/24 Formula
Personnel	$ 32,356	$ 63,027	$ 9,831	$ 85,552
Services & Supplies	$ 160		$ -	$ 160
Human Resources	$ 777		$ 80	$ 697
TOTAL:	**$ 33,293**	**$ 63,027**	**$ 9,911**	**$ 86,408**

Total tiered local match for SB1 grant is 11.47% of SB1 programmed amount

Discussion

To maintain livable and fiscally sustainable 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 RTP/SCS includes ambitious assumptions for new housing, jobs, and commercial development in Strategic Growth Areas (see attached map) served by the next generation of multimodal transportation infrastructure and 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. SB1 Formula Planning Funds provide resources for these efforts. This effort will assist SRTA and regional public transit partners (e.g., Redding Area Bus Authority (RABA) and Dignity Health Connected Living (DHCL)) in evaluating options to address public transit service needs for the region through efficient and cost-effective operations. Continued community needs must be balanced with federal/state regulations and new mandates, limited regional funds, cost increases, and other factors. Plans, technical studies, or programs that help implement the SRTA's long-range transit plan, RABA's Short Range Transit Plan, and zero-emission fleet transition plans may be produced.

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 Communities 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 identifying a range of potential strategies to prioritize for funding. As projects and deliverables are identified for SB1 Formula funds, the OWP is amended.

Prior Fiscal Year Work

SRTA, DHCL, and RABA staff are coordinating on regional transit consolidation based on recommendations in SRTA's 2024 Shasta Coordinated Transportation Plan and 2040 Long-Range Transit Plan. Staff are working on the transit consolidation efforts systematically and bringing items before the SRTA Board of Directors, the RABA Board of Directors, and DHCL's executive committee for consideration and approval. Consolidation of regional transit services should improve costs and provide better service to riders. Consolidation efforts that are complete through February 20, 2025, include:

- RABA's service area now covers all of Shasta County allowing RABA to directly operate Burney Express (299X) and removed Shasta County Public Works as a transit operator;
- Fare coordination so that fares are more consistent between RABA and ShastaConnect services;
- RABA was the sole applicant for FY 2023/24 Low Carbon Transit Operations Program (LCTOP) funds and will work with DHCL on CTSA-related service needs;
- RABA included the ShastaConnect services in their contract with Via, so SRTA no longer has to maintain a contract with the software company for on-demand ride-sharing. Additionally, there is now one mobile app for riders in the region to request transit rides (A "How to book" video is available at https://www.rabaride.com/_T18_R40.php);
- Sunday transit services transitioned from ShastaConnect to RABA on September 1, 2024;
- A memorandum of understanding for transit coordination between RABA and DHCL, including shared use of vehicles; and

- Transferred ownership of three SRTA owned vehicles to RABA.

On-going efforts to consolidate regional transit are:

- RABA has requested to be designated the CTSA for the region. SRTA staff are reviewing steps to make this happen including how to sign over the contract with DHCL for ShastaConnect CTSA services to RABA and potentially designating RABA as the CTSA in FY 2025/26;
- Working with Caltrans, Shasta County Public Works, and RABA to transfer Federal Transit Administration (FTA) rural transit grants to RABA;
- Working with Caltrans, DHCL, and RABA to transfer approved grant-funded projects, including LCTOP, State of Good Repair (SGR), Transit and Intercity Rail Capital Program (TIRCP), and Senate Bill 125 Transit Program funds to RABA for implementation; and
- Simplifying SRTA's Transportation Development Act (TDA) policies and procedures to give all transit-only eligible funding solely to RABA for administration of transit operations.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**Project Management**			
1.1	Prepare and issue a request for proposals (RFP) for consultant assistance	SRTA	July – June	Web link to RFP
1.2	Invoicing, meetings, and quarterly reports.	SRTA	July – June	RFR, Quarterly reports
Task 2	**Plans and Technical Studies**			
2.1	Evaluate agency needs, community requests, and funding opportunities/constraints. Develop recommendations for service efficiencies and pilot projects, conduct fare studies, evaluate opportunities for different service models, make recommendations on reducing service overlaps and service consolidation	SRTA, Consultant	July – June	Web link to staff report and attachments
2.2	Review SRTA, RABA, and DHCL transit plans and programs, TDA regulations, SRTA policies, and provide recommendations on possible changes as part of FY 2025/26 TDA allocation updates.	SRTA, Consultant	July – June	Web link to staff report and attachments
2.3	Review of SRTA TDA allocation procedures and make recommendation for changes. Present to board for potential approval.	SRTA	July – June	Web link to staff report and attachments

Future / Ongoing Work

Review SRTA, RABA, and DHCL plans/programs. Evaluate agency needs, community requests, and funding opportunities/constraints. Develop recommendations for service efficiencies and pilot projects, conduct fare studies, evaluate opportunities for different service models, make recommendations on reducing service overlaps. Prepare draft and final reports.

701.18 – SCS Development & Support (FY 2024/25 & FY 2025/26 Funds) / Regional Freight 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, carrying out public outreach, and other tasks needed to advance projects consistent with the RTP/SCS. All projects should help the region meet greenhouse gas emission reductions targets. 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.

WORK ELEMENT 701.18 – SCS Development & Support (FY 2024/25 & FY 2025/26 Funds) – Regional Freight Plan

Total Budget: $ 383,734

Estimated Expenditures and Anticipated Revenues

Staff Allocations and Funding Requirements	FY 2025/26				
	Expenditures		Revenue by Fund Source ($)		
SRTA	**Direct**	**Indirect**	**SB1 24/25 Formula**	**SB1 25/26 Formula**	**LTF**
Personnel	$ 60,346	$ 117,548	$ 67,456	$ 67,456	$ 42,982
Services & Supplies	$ 15		$ -	$ -	$ 15
Human Resources	$ 1,448		$ 556	$ 556	$ 336
Consultant(s) (TBD)	$ 204,377		$ 98,907	$ 104,787	$ 683
TOTAL:	**$ 266,186**	**$ 117,548**	**$ 166,919**	**$ 172,800**	**$ 44,015**
Total tiered local match for SB1 grant is 11.47% of SB1 programmed amount					

Discussion

SRTA, on behalf of the 16-county North State Super Region, previously completed a North State Transportation for Economic Development Study looking at how our transportation systems support economic development, including freight/goods movement needs. Since then, a number of federal and state efforts have been completed or underway including National Freight Strategic Plan, National Priority Freight Networks, 2023 California Freight Mobility Plan, California Transportation Commission 2022 Priority Freight Corridors, California Transportation Plan 2050, and other efforts. Additionally, there are now national freight performance metrics. Caltrans District 2 is also in the process of implementing 'freight-only lanes' on Interstate 5 (I-5) to address important freight safety and operational issues identified in recent years.

This project will build off prior efforts by focusing on development of a regional freight plan for the Shasta County region. Goals of the project will include updating freight/goods movement data, identifying regional freight corridors that support identified national and freight corridors, potential identification of proposed critical rural freight corridors, identify potential freight zones, freight infrastructure gaps, freight-related transportation capital and funding needs, and potential funding sources.

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 Communities 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 identifying a range of potential strategies to prioritize for funding. As projects and deliverables are identified for SB1 Formula funds, the OWP is amended.

Prior Fiscal Year Work (Used FY 2024/25 Funds)

Researched other freight studies and initiated draft scope of work for plan development. Conducted meetings with local agency partners on draft project scope and breadth.

FY 2025/26 Work (Using FY 2024/25 Funds)

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**Project Management**			
1.1	Invoicing, meetings, quarterly reports, project management plan.	Consultant, SRTA	Nov – Jun	Draft and final Project Management Plans, meeting materials, meeting summaries and action items,

				monthly invoices ,and progress reports. RFR, Quarterly reports
Task 2	**Engagement Approach**			
2.1	Develop Stakeholder Engagement Plan (SEP)	Consultant, SRTA	Nov – NovOct – Mar	Draft and final Stakeholder Engagement Plan (SEP)
Task 3	**Data/Literature Review**			
	Identify trends/issues; develop data collection plan, leveraging existing literature to fill gaps	Consultant, SRTA	Nov-Dec	Literature review technical memo and data collection plan
Task 4	**Evaluation Framework**			
	Develop a flexible, multimodal, multicriteria evaluation framework to assess the performance of the SRTA freight system.	Consultant, SRTA	Dec-Mar	Draft and final performance metrics and evaluation criteria, supporting data analysis, and summaries of stakeholder feedback and meetings.
Task 5	**Vision & Goals**			
	Identify and document a mission, vision and goals for the SRTA regional goods movement system.	Consultant, SRTA	Nov-Jan	Mission, vision, and goals, stakeholder engagement strategy and material, briefing material, and meeting notes and/or memorandums.
Task 6	**Existing Conditions**			
	Identify and describe the regional freight system, commodity and vehicle flows, and the regional economic and policy context.	Consultant, SRTA	Nov-Mar	Technical memo of modal and facility profiles including maps and graphics.
Task 7	**Freight Needs & Issues**			
	Identify regional needs, gaps in system performance, and potential opportunities.	Consultant, SRTA	Mar-Jun	Needs Assessment and Gap Analysis

Future / Ongoing Work (Using FY 2024/25 and FY 2025/26 Funds)

Project management, freight needs and issues, project Identification and evaluation, and final reporting.

702.01 – Transportation Improvement Programs (TIPS)

Objective

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

WORK ELEMENT 702.01 – Transportation Improvement Programs (TIPS)

Total Budget: $ 346,857

Estimated Expenditures and Anticipated Revenues

Staff Allocations and Funding Requirements	FY 2025/26					
	Expenditures		Revenue by Fund Source ($)			
SRTA	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	PPM
Personnel						
Salaries	$ 79,837		$ 4,282	$ 555	$ 4,837	$ 75,000
Benefits	$ 26,612		$ 1,427	$ 185	$ 1,612	$ 25,000
Human Resources - Teamwork HR	$ 2,555		$ 137	$ 18	$ 155	$ 2,400
Services & Supplies (e.g., Public Notices)	$ 500		$ 436	$ 57	$ 493	$ 7
Indirect Cost		$ 207,353	$ 0	$ 0	$ 0	$ 207,353
Consultant - TIPS Management Software (TBD)	$ 30,000		$ -	$ -	$ -	$ 30,000
TOTAL:	**$ 139,504**	**$ 207,353**	**$ 6,283**	**$ 814**	**$ 7,097**	**$ 339,760**

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

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 programming is the challenge of scheduling the use of limited resources (funds) for capital and operations projects to achieve a variety of federal, state, regional, and local transportation goals that can sometimes conflict or change. Thoughtful planning and programming can often achieve multiple goals per project and lay the groundwork for further investment. 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 (PM), currently defined as: PM1 (Safety), PM2 (Pavement and Bridge Conditions), and PM3 (System Performance). SRTA has historically adopted the state targets for PMs rather than developing its own regional targets. Projects in the FTIP include information about how the projects help make progress towards statewide performance goals. The FTIP ensures that improvements 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 improvement programs adheres to public outreach activities specified in SRTA's adopted SRTA Public Participation Plan. For example, draft FTIPs are available for public review and comment for four weeks before being locally approved after a public hearing. Amendments and administrative modifications are routinely needed to reflect changes to federal programs, transportation funding levels, and local agency priorities. Amendments are posted to the SRTA website for public review and comment for a two-week period before they are locally approved, whereas changes made with administrative modifications are approved and then reviewed with the next formal amendment. As part of the local review process, formal amendments and administrative modifications are reviewed for consistency with the RTP and fiscal constraints before being submitted to the funding agencies for approval. SRTA amends or modifies each FTIP, on average, roughly 11 times over its two-year lifespan. A more robust discussion of the FTIP development process may be found in Sections 1–4 of the FTIP itself.

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. Federally funded and/or regionally significant RTIP and State Highway Operation and Protection Program (SHOPP) projects are uploaded to the FTIP, once the documents are approved. SRTA is currently developing a planning data dashboard (WE 705.06) to help stakeholders monitor the performance of infrastructure investments. Additional information on how public comments are considered in the amendment process and how SRTA communicates its responses to stakeholders may be found in the Shasta Public Participation and Partnership Plan and in Work Element 704.01 (Public Information and Participation).

NOTE: Data and PMs for the RTIP and FTIP are included in Performance Measures (WE 701.03) and Regional Data (WE 701.11).

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

Development of a FTIP is one of five core MPO functions and is prepared in compliance with state and federal guidance. Projects receiving federal and state funds, or locally funded projects of regional significance, are advanced for funding through the FTIP and are an integral part of the Performance Based Planning and Programming process.

Prior Fiscal Year Work

The SRTA executive director has authority to locally approve administrative modifications and formal amendments to the FTIP. Amendments to the 2023 FTIP were developed, reviewed, and approved parallel to the preparation of the 2025 FTIP which was adopted in September 2024 following a 30-day public review period and a public hearing. The FY 2025 FTIP became the active FTIP after receiving state and federal approval in December 2024. SRTA prepared and published an annual list of federally obligated transportation projects for public information, per federal regulations. Staff participated in state discussions and guidelines updates for the 2024 RTIP. Staff participated in both RTIP/STIP and FTIP workshops and meetings with California Transportation Commission, Caltrans, FHWA, and FTA staff. Staff participate in CTC meetings related to review and approval of STIP/FTIPs and related amendments. Staff procured a consultant (EcoInteractive) to develop a software solution to facilitate SRTA's programming needs with greater efficiency and accuracy.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**2025 FTIP Amendments**			
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 locally approved.	SRTA	Jul – Dec	FTIP amendments (approx. three annually)
1.2	Administrative modifications amendments required, or requested, including all 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.)	SRTA	Jul – Dec	FTIP administrative modifications (approx. three annually)
1.3	**Customize EcoInteractive software to process SRTA's FTIP updates, amendments, and modifications.**	Consultant	Jul-Jun	New FTIP programming software
Task 2	**Monitor Implementation of Shasta 2024 RTIP & STIP**			
2.1	Attend CTC meetings as necessary.	SRTA	Bi-monthly	Improved coordination
2.2	Meet with local agencies to determine upcoming projects and funding strategies. Seek additional/matching funding for STIP projects.	SRTA	Ongoing	Improved coordination
2.3	Manage allocations and timely use of funds.	SRTA	Ongoing	Responsible use of funds
2.4	Monitor opportunities to include intelligent transportation systems (ITS) strategies and develop candidate projects.	SRTA	Ongoing	Potential projects
2.5	Request amendments to STIP and amend Shasta RTIP as needed.	SRTA	Ongoing	STIP/RTIP amendments
2.6	Review and provide input on Interregional Transportation Strategic Plan (ITSP) in relation to impact or changes to the Interregional Transportation Improvement Program (ITIP)	SRTA	Ongoing	Meeting participation; comment letters
Task 3	**California Federal Programming Group (CFPG) Meetings**			
3.1	Attend CFPG meetings. Participate on CFPG Task Forces, as desirable.	SRTA	Bi-monthly	Meeting notes
Task 4	**Develop and Prepare 2026 RTIP**			
4.1	Review information and attend state 2026 RTIP/STIP meetings	SRTA	Jun – Oct	Improved coordination
4.2	Prepare draft 2026 RTIP.	SRTA	Jul -Oct	Draft RTIP
4.3	Circulate for public review and comment.	SRTA	Oct – Dec	Public review
4.4	Adopt 2026 RTIP and submit to federal/state agencies.	SRTA	Dec	Final RTIP
Task 5	**Prepare and Publish Annual List of Federal FY Federally Obligated Projects**			
5.1	Receive Caltrans list of federally obligated streets, roads, and bicycle projects for prior federal fiscal year (FFY).	SRTA	Oct – Dec	List document
5.2	Modify list for public use, add FTIP CTIPS numbers to projects, and solicit and add federally funded transit projects.	SRTA	Oct – Dec	Updated list for public
5.3	Publish list of prior FFY federally obligated projects within 90 days following the end of the prior FFY. Post to SRTA website.	SRTA	Oct – Dec	Published list
Task 6	**Annual List of Locally Approved Regional Surface Transportation Program (RSTP) Projects**			
6.1	With RSTP prior year estimates, solicit local project submissions per SRTA RSTP exchange policies.	SRTA	Apr – May	Potential local projects
6.2	Evaluate submitted projects for eligibility and prepare staff recommendation for RSTP-funded projects.	SRTA	May – Jun	Staff recommendation
6.3	Present funding recommendations to SRTA Board of Directors for approval.	SRTA	Jun	Staff report and RSTP recommendations
6.4	Under WE 702.02, prepare RSTP subrecipient cooperative agreements with local jurisdictions and disseminate for approval.	SRTA	Jun	Subrecipient agreements
Task 7	**Begin preparation of 2027 FTIP**			
7.1	Review information and attend state 2027 FTIP/FSTIP meetings	SRTA	Nov – Jun	Improved Coordination
7.2	Prepare draft 2027 FTIP	SRTA	Jan – Jun	Draft FTIP

Future / Ongoing Work

Tasks 1, 2, 3, 5, and 6 are ongoing work.

702.02 – Overall Work Program (OWP)

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.

WORK ELEMENT 702.02 – Overall Work Program (OWP)

Total Budget: $ 169,864

Estimated Expenditures and Anticipated Revenues

Staff Allocations and Funding Requirements	FY 2025/26					
	Expenditures		Revenue by Fund Source ($)			
SRTA	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	LTF
Personnel	$ 57,089	$ 111,204	$ 62,592	$ 8,109	$ 70,702	$ 97,591
Services & Supplies	$ 201		$ -	$ -	$ -	$ 201
Human Resources	$ 1,370		$ 510	$ 66	$ 576	$ 795
TOTAL:	**$ 58,660**	**$ 111,204**	**$ 63,102**	**$ 8,176**	**$ 71,277**	**$ 98,587**

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

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 activities 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 quantifiable progress toward desired outcomes and performance targets.

Prior Fiscal Year Work

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; 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 new FY regional planning priorities, draft OWP, and final OWP. Participated in annual OWP coordination meeting with state and federal oversight partners. Annual sub-recipient cooperative agreements for the pass-through of planning, non-motorized, and RSTP funds annually developed and executed.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**Closeout of Prior FY and Budget**			
1.1	Prepare prior year certification of expenditures and close-out reports for submittal to Caltrans	SRTA	Jul – Sept	Certification and closeout reports
Task 2	**Management of Current FY OWP and Budget**			
2.1	Develop, administer, amend, and oversee subrecipient cooperative agreements (SCAs) (general and RSTP) with local agency subrecipients.	SRTA	Ongoing	SCAs
2.2	Track staff hours on work tasks and review budget expenditures.	SRTA	Ongoing	Oversight of

				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.	SRTA	Quarterly	Invoices and reports
2.4	Prepare bi-yearly DBE reporting to submit to Caltrans, Headquarters.	SRTA	Apr and Oct	DBE reports
2.5	Prepare and submit Year End Package and OWP Final Products to Caltrans District.	SRTA	Jul – Aug	Year-end package and final products
Task 3	**OWP Amendments**			
3.1	Prepare staff reports and budget documents for SRTA board of directors' approval (typically 2–3 amendments per year).	SRTA	As needed	Staff reports and budget documents
3.2	Coordinate with Caltrans District 2 and submit required documentation to Caltrans for federal and state approval	SRTA	As needed	Documentation and state/federal approval
Task 4	**Develop Next FY OWP**			
4.1	Annual OWP coordination meeting with Caltrans, FHWA, and FTA.	SRTA	Nov – Dec	Enhanced coordination
4.2	Prepare and present regional planning priorities for board of directors' approval.	SRTA	Oct – Dec	Regional planning priorities, staff report
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.)	SRTA	Aug – Jan	Call for planning projects, if performed.
4.4	Update narrative portion and prepare draft work elements.	SRTA	Nov – Feb	Draft OWP
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.	SRTA	Nov – Feb	Allocation of funds as appropriate
4.6	Prepare and present draft OWP to board of directors for review and comment.	SRTA	Feb	Board feedback
4.7	Submit draft OWP to state and federal agencies for review and comment.	SRTA	Mar	State and federal feedback
4.8	Revise draft OWP to include federal and state comments and recommendations.	SRTA	Mar – Apr	OWP ready for approval and adoption
4.9	Prepare and present final OWP to board of directors for adoption.	SRTA	Apr	Adopted OWP
4.10	Prepare and submit annual subrecipient cooperative agreements to sub-recipients. File SCAs and issue Notices to Proceed upon full execution.	SRTA	May – Jun	SCAs and notices to proceed
4.11	Submit final OWP to Caltrans for state and federal approval.	SRTA	May – Jun	Approved OWP

Future / Ongoing Work

All of the above tasks are ongoing work.

702.03 – Grant Writing and Technical Assistance

Objective

This work element consolidates efforts previously dispersed throughout prior 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 over 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.

WORK ELEMENT 702.03 – Grant Writing and Technical Assistance

Total Budget: $ 16,164

Estimated Expenditures and Anticipated Revenues

Staff Allocations and Funding Requirements	FY 2025/26		
	Expenditures		Revenue by Fund Source ($)
SRTA	**Direct**	**Indirect**	**LTF**
Personnel	$ 5,372	$ 10,463	$ 15,835
Services & Supplies	$ 200		$ 200
Human Resources	$ 129		$ 129
TOTAL:	**$ 5,700**	**$ 10,463**	**$ 16,164**

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. SRTA typically prepares 1 to 3 grant applications per year. The timing and specific grant program vary from year to year.

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 use 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 accomplished 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 support 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, enhancing traffic operations, and reducing congestion.

Prior Fiscal Year Work

Tracked grant opportunities and shared relevant information with regional partners in support of their project needs. Participated in relevant federal and state grant workshops. Prepared a GoShasta ATP update grant application.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**Develop Projects to Complete Effectively for Discretionary Funding**			
1.1	Track existing and emerging state and federal grant opportunities. Perform research into applicable programs and participate in grant workshops as needed.	SRTA	July – June	Awareness of upcoming grant opportunities
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.	SRTA	July – June	Improved coordination with local/regional partners.
1.3	Develop project work scopes and organize interagency and community partnerships and resources.	SRTA	July – June	Improved coordination with local/regional partners.

Future / Ongoing Work

All of the above work is regular ongoing work.

703.01 – Active Transportation Planning

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 segregated land uses. A new generation of infrastructure, 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."

WORK ELEMENT 703.01 – Active Transportation Planning

Total Budget: $ 139,681

Estimated Expenditures and Anticipated Revenues

Staff Allocations and Funding Requirements	FY 2025/26								
	Expenditures		Revenue by Fund Source ($)						
SRTA	**Direct**	**Indirect**	**FHWA PL**	**Toll Credits***	**FHWA PL**	**Total FHWA PL (CS)**	**PPM**	**Non-Moto**	**LTF**
Personnel	$ 28,294	$ 55,113	$ 19,933	$ 2,582	$ 22,515	$ 21,051	$ 506		$ 39,334
Services & Supplies	$ 11,257		$ -	$ -	$ -	$ 1	$ 4,274		$ 6,982
Human Resources	$ 679		$ 162	$ 21	$ 183	$ 171	$ 3		$ 321
Consultant (Kittelson)	$ 20,000							$ 20,000	
Bike Month Promotional	$ 24,338						$ 22,125		$ 2,213
TOTAL:	**$ 84,568**	**$ 55,113**	**$ 20,095**	**$ 2,604**	**$ 22,698**	**$ 21,224**	**$ 26,908**	**$ 20,000**	**$ 48,851**

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

Discussion

Public interest and usage of active (i.e., bicycle and pedestrian) travel options continue 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 implemented, these facilities result in increased active transportation mode share, 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 occurred, 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.

Prior Fiscal Year Work

SRTA performed oversight for previously awarded projects through the Regional Non-Motorized Program. SRTA staff provided technical consultation, coordination, and project development assistance to member agencies and Caltrans District 2. Funded Healthy Shasta's use of an application to promote Bike Month and gather active transportation data.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**Active Transportation Planning, Policy Development, and Training**			
1.1	Host and participate in bicycle/pedestrian planning and policy workgroups and advisory committees.	SRTA	July – June	Sustainable regional partnerships
1.2	Host active transportation educational opportunities (e.g., seminars, webinars, trainings, etc.) for local and regional partners and attend such opportunities on offer elsewhere to better assist partners with technical assistance.	SRTA	July – June	Education and increased awareness
Task 2	**Provide Active Transportation Technical Assistance to Local Agencies and Organizations**			

2.1	Monitor funding opportunities for bicycle and pedestrian planning and construction.	SRTA	July – June	Awareness of funding opportunities
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 engagement support, SRTA may include other types of assistance including, but not limited to, project concepts, preliminary designs or other drawings, and grant-writing assistance to support grant seeking.	SRTA	July – June	Technical assistance and application support
2.3	Provide technical support, as needed, for community-based organizations seeking to improve the active transportation user experience, including amenities and programmatic support tasks documented in GoShasta (e.g., Bike Month activities).	SRTA	July – June	Technical support for partners
Task 3	**Manage SRTA Non-Motorized Program(s)**			
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	July – June	Leverage for capital active transportation projects

Future / Ongoing Work

All of the above tasks are regular ongoing work.

703.08 – GoShasta Active Transportation Plan Update

Objective

To update the GoShasta Regional Active Transportation Plan (last updated 2019) 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 without realizing active transportation mode share assumptions. 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 updates the GoShasta Regional Active Transportation Plan, enabling projects to maintain competitiveness in local partners' efforts to seek discretional capital funding for their infrastructure projects.

WORK ELEMENT 703.08 – Sustainable Communities Discretionary – GoShasta Plan Update				
Total Budget: $ 358,106				
Estimated Expenditures and Anticipated Revenues				
Staff Allocations and Funding Requirements	**FY 2025/26**			
	Expenditures		**Revenue by Fund Source ($)**	
SRTA	**Direct**	**Indirect**	**LTF**	**SB1 25/26 Discretionary (RMRA)**
Personnel	$ 29,171	$ 56,822	$ 40,736	$ 45,256
Services & Supplies	$ -		$ -	$ -
Human Resources	$ 700		$ 334	$ 366
Consultant(s) (TBD)	$ 271,413		$ 35	$ 271,378
TOTAL:	**$ 301,284**	**$ 56,822**	**$ 41,106**	**$ 317,000**
Total tiered local match for SB1 grant is 11.47% of SB1 programmed amount				

Discussion

Public interest and usage of active (i.e., bicycle and pedestrian) travel options continue 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 by expanding the planned development of a complete and connected network of non-motorized facilities. Properly designed and implemented, these facilities can increase active transportation mode share, reduce vehicle miles traveled, and increase performance on the vehicle network. Safety is also increased by filling network gaps and enhancing facilities where a history of collisions have occurred, 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.

Prior Fiscal Year Work

N/A – New work element.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 01	**Project Administration**			
	Project Administration	SRTA	October – June	Kick-Off Meeting Notes, Quarterly Invoices, and Progress Reports
Task 02	**Consultant Procurement**			
02.1	Development and Issue of Request for Proposals	SRTA and Partner Agencies	October - November	Request for Proposals
02.2	Evaluate Proposals Received	SRTA and Partner Agencies	November-	Proposal Evaluation Scoring

			January	
02.3	Approve Consultant and Technical Services Agreement (TSA)	SRTA	January - February	Staff Report and TSA
Task 1	**Existing Conditions Assessment and Bicycle & Pedestrian Counts**			
1.1	Define objectives and locations for counts	SRTA, Partner Agencies, Consultant	February - June	Sustainable regional partnerships
1.2	Collect and review data	SRTA, Partner Agencies, Consultant	April -June	Education and increased awareness
1.3	Perform infrastructure and safety analyses	SRTA, Partner Agencies, Consultant	April -June	Technical assistance
1.4	Assess equity and accessibility	SRTA, Consultant	April -June	Equity Analysis Report and Accessibility Evaluation
1.5	Engage key partners	SRTA, Consultant	April -June	Input for Project Priorities
1.6	Prepare and summarize findings	SRTA, Consultant	April -June	Existing Conditions Report, Data Visualization Maps
Task 2	**Public Engagement and Active Transportation Safety Campaign**			
2.1	Develop engagement plan	SRTA, Partner Agencies, Consultant	June	Awareness of funding opportunities
2.2	Community engagement events	SRTA, Partner Agencies, Consultant	June	Technical assistance and application support
2.3	Community survey	SRTA, Partner Agencies, Consultant	June	Technical support for partners
2.4	Active transportation safety campaign	SRTA, Partner Agencies, Consultant	June	Safety Awareness Materials and Engagement Events
2.5	Summarize and analyze feedback	SRTA, Consultant	June	Public Engagement Summary Report
Task 3	**Advisory Committee Meetings**			
3.1	Establish advisory committee meetings	SRTA	April – June	Leverage for capital active transportation projects
3.2	Develop meeting schedule	SRTA, Partner Agencies	April -June	Meeting Schedule
3.3	Prepare meeting materials	SRTA, Consultant	April -June	Agendas, Presentation Materials, and Reports
3.4	Facilitate advisory committee meetings	SRTA	April -June	Recorded Meetings and Stakeholder Participation
3.5	Respond to advisory committee input	SRTA, Consultant	April -June	Summary of Committee Feedback

Future / Ongoing Work

Project Administration, Existing Conditions Assessment, Bicycle and Pedestrian Counts, Public Engagement, Active Transportation Safety Campaign, Advisory Committee Meetings, Draft and Final Plan, and Board Review and Approval.

704.01 – Public Information and Participation

Objective

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

WORK ELEMENT 704.01 – Public Information and Participation

Total Budget: $ 201,690

Estimated Expenditures and Anticipated Revenues

Staff Allocations and Funding Requirements	FY 2025/26					
	Expenditures		Revenue by Fund Source ($)			
SRTA	**Direct**	**Indirect**	**FHWA PL**	**Toll Credits***	**Total FHWA PL**	**LTF**
Personnel	$ 63,155	$ 123,020	$ 80,306	$ 10,404	$ 90,710	$ 95,464
Services & Supplies	$ 1,000		$ -	$ -	$ -	$ 1,000
Human Resources	$ 1,516		$ 654	$ 85	$ 739	$ 777
Consultant (web hosting)	$ 7,000		$ 6,197	$ 803	$ 7,000	$ -
SSL Certificate/Misc.	$ 500		$ 443	$ 57	$ 500	$ -
ADA Compliance Software	$ 5,500		$ -	$ -	$ -	$ 5,500
TOTAL:	**$ 78,671**	**$ 123,020**	**$ 87,599**	**$ 11,349**	**$ 98,949**	**$ 102,741**

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

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 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.

Prior Fiscal Year Work

Provided public notices for SRTA Board of Directors and Technical Advisory Committee (TAC) agendas and meetings. Launched a website update with new graphics, layouts, and features. Updated agency website as information became available and managed social media announcements on Facebook and Twitter accounts. Posted meeting recordings to YouTube. Developed funding fact sheets for public involvement and review.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**Agency Website (srta.ca.gov)**			
1.1	Ongoing updates and periodic refreshing of agency website.	SRTA	July – June	Updated website
1.2	Website services, including web-domain hosting, security certificate, and social media.	SRTA	July – June	Online presence
1.3	Manage online community engagement tools, including Facebook, Instagram, and community voice modules on agency website.	SRTA	July – June	Social media posts

1.4	Evaluate current website service provider and procure new service provider if needed	SRTA	As needed	New provider (if needed)
Task 2	**Public Information and Notification**			
2.1	Provide information to the public regarding regional transportation infrastructure and services, including but not limited press releases, social media, and presentations to community groups.	SRTA	July – June	Improved public awareness of SRTA and its work
2.2	Post meeting recordings to YouTube as needed.	SRTA	July – June	Meeting recordings
2.3	Legal notices and advertisements regarding SRTA planning and programming activities.	SRTA	July – June	Legal notices and ads (as needed)
2.4	Review Public Participation Plan periodically for potential updates including consistency with outreach to disadvantaged communities and other groups.	SRTA	July – June	Plan updates (as needed)
Task 3	**Public Participation and Title VI Plan**			
3.1	Update the Shasta Public Participation Plan (Title VI)	SRTA	July-December	Routine Plan Update

Future / Ongoing Work

Tasks 1.1 – 1.3 and Tasks 2.1 – 2.4 are regularly ongoing tasks.

705.02 – GIS Applications

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.

WORK ELEMENT 705.02 – GIS Applications			
Total Budget: $ 52,498			
Estimated Expenditures and Anticipated Revenues			
Staff Allocations and Funding Requirements	**Expenditures**		**Revenue by Fund Source ($)**
SRTA	**Direct**	**Indirect**	**LTF**
Personnel	$ 14,300	$ 27,855	$ 42,155
Services & Supplies			$ -
Human Resources	$ 343		$ 343
Consultant:			
ArcGIS Licenses	$ 10,000		$ 10,000
TOTAL:	**$ 24,643**	**$ 27,855**	**$ 52,498**

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 land use and travel demand model and is used to assist with development of the Sustainable Community Strategy (SCS) and tracking performance toward RTP objectives and federal performance-based planning and programming.

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 generate a portion of the data needed to develop performance targets and track progress.

Prior Fiscal Year Work

Performed GIS analysis as needed for SRTA projects, including completed mapping traffic count data. Acquired access for new employees to online GIS system. Began transition to ArcGIS Pro. Development of request for proposal (RFP) for consultant services to support GIS tasks.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**Regional GIS Program**			
1.1	Maintain requisite GIS licensing needed for SRTA operations.	SRTA	July – June	ArcGIS license
1.2	Maintain and enhance agency GIS capabilities by participating in GIS training.	SRTA	As needed	Upgraded GIS skills
1.3	Participate in interagency GIS user groups.	SRTA	July – June	Better coordination
Task 2	**On-Call GIS Support Services**			
2.1	Manage existing on-call GIS consultant services contract, including invoices and budget tracking.	SRTA	July – June	Progress reports and invoices
2.2	Administer new on-call GIS services consultant procurement process and contracting.	SRTA	As needed	Request for proposal and contract
2.3	Miscellaneous on-call GIS support for other work elements and SRTA's member agencies. (Major work tasks involving GIS are including in appropriate work elements.)	Consultant	As needed	Technical support

Future / Ongoing Work

Tasks 1, 2.1, and 2.3 are regular ongoing work.

705.05 – Travel Demand Model

Objective

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

WORK ELEMENT 705.05 – Travel Demand Model						
Total Budget: $ 91,857						
Estimated Expenditures and Anticipated Revenues						
Staff Allocations and Funding Requirements	**FY 2025/26**					
	Expenditures		**Revenue by Fund Source ($)**			
SRTA	**Direct**	**Indirect**	**FHWA PL**	**Toll Credits***	**Total FHWA PL**	**LTF**
Personnel	$ 19,098	$ 37,201	$ 8,781	$ 1,138	$ 9,919	$ 46,380
Services & Supplies	$ 100				$ -	$ 100
Human Resources	$ 458		$ 71	$ 9	$ 81	$ 378
Consultant Services (TBD)	$ 20,000		$ 4,427	$ 574	$ 5,000	$ 15,000
OpenPaths Software License	$ 15,000		$ 4,427	$ 574	$ 5,000	$ 10,000
			$ -	$ -	$ -	
TOTAL:	**$ 54,656**	**$ 37,201**	**$ 17,705**	**$ 2,294**	**$ 19,999**	**$ 71,858**

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

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 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 received funding, in partnership with California's Small 6 MPOs, to develop a land use model to integrate with ShastaSIM. SRTA is developing a new regional land use model, 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 performance 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.

Prior Fiscal Year Work

Staff participated in final Land Use modeling meetings and review of draft deliverables. Data for travel model updates were collected. Outreach was made to local agencies on updated applicable data for use in the travel model. Meetings on land use model data needs were conducted with local agencies. Staff participated in statewide model discussions and reviewed updated requirements in applicable federal and state modeling/RTP guidelines. Travel model files were requested for regional projects and provided to regional partners and consultants. Review of travel model software updates were conducted and meetings held with consultant to determine future next steps for software transition.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**Operation and Maintenance**			
1.1	Manage technical advisory committee, known as the Shasta Model Users Group (SMUG).	SRTA, Consultant	July – June	SMUG feedback
1.2	Perform routine maintenance of the model, including actual and scheduled network changes, traffic count data, land use assumptions, population growth forecast update, and other inputs.	Consultant	As needed	Updated model
1.3	Model data requests or assistance and operation of the model in support of other work elements.	SRTA, Consultant	July – June	TDM support for other work elements
Task 2	**Education and Training**			

2.1	SRTA staff participation in national or statewide travel demand modeling technical training and practitioner workgroups.	SRTA	July – June	Technical support
2.2	Training for SRTA staff on model operation, maintenance, and emissions post-processing. Training for regional partners on use of the model, including materials.	SRTA, Consultant	July – June	Technical support

Future / Ongoing Work

All of the above tasks are regular ongoing work.

705.06 – Shasta Regional Planning Dashboard

Objective

Address technical and funding constraints for performance-based planning; reduce need for technical staff and funding resources; optimize the exacting repetitive and time-consuming processes; provide clear and comprehensive future predictions; develop a comprehensive, data-driven, and easy to use decision-making tool; and increase public engagement.

WORK ELEMENT 705.06 – Shasta Regional Planning Dashboard

Total Budget: $ 449,300

Estimated Expenditures and Anticipated Revenues

Staff Allocations and Funding Requirements	FY 2025/26 Expenditures		FY 2023/24 Sustainable Communities	LTF	PPM
SRTA	**Direct**	**Indirect**			
Personnel	$ 63,419	$ 123,534	$ 109,104	$ 48,766	$ 29,084
Services & Supplies	$ 2,424		$ 2,146	$ 278	$ -
Human Resources	$ 1,522		$ 397	$ 950	$ 175
Consultant:					
RSG	$ 258,400		$ 228,762	$ 29,638	
TOTAL:	**$ 325,765**	**$ 123,534**	**$ 340,409**	**$ 79,633**	**$ 29,258**

Total tiered local match for SB1 grant is 11.47% of SB1 programmed amount

Discussion

There are many challenges and constraints for MPOs to advance the region's RTP/SCS, planning priorities, and climate adaptation goals. Limited available data, technical staff, and funding resources make this issue even more challenging for small and mid-size MPOs. Existing data modeling and visualization technologies are valuable tools to improve reporting processes and stakeholder engagement, but the lack of a comprehensive planning data analysis platform and dashboard can lead to delays, redundancies in the required reporting processes, as well as significant difficulties in decision-making and public engagement processes. There is a need for a modern comprehensive data analytics dashboard that supports interactive analysis, visualization of different planning datasets, and scenario analysis. The proposed multi-data views dashboard could include, land use, traffic volume, travel time, transit ridership, freight traffic, and greenhouse gas emissions, and health/safety indicators such as reported crashes and fatalities.

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

The proposed platform and dashboard will provide a comprehensive, data-driven, and easy-to-use decision-making tool to have a clear and comprehensive prediction for multimodality, accessibility, safety, equity, VMT, and GHG emissions based on the effects of transportation, housing, and land use on each other and on the past, current, and future trends. All community members including disadvantaged community members and tribal entities can use this proposed comprehensive, data-driven, and easy-to-use decision-making tool to have a clear and comprehensive future prediction based on transparent data. This can help them to have effective engagements that lead to informed decisions.

Prior Fiscal Year Work

Developed and issued RFP, contracted with consultant, managing and administering the project, identified key stakeholders, working on public engagement plan, initial project TAC and public engagement meetings, developed a plan for updating and calibrating the model and identifying the required data and data sources. Started data collection for project needs. Reviewed consultants proposed data dashboard plan, reviewed proposed software tools, and selected appropriate tools to move forward with.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**Project Administration**			
1.1	Manage and administer the project.	SRTA	July – Jun	Progress reports and invoices
1.2	Quarterly invoices and project reports	SRTA	July – Jun	Progress reports and invoices
Task 2	**Outreach and Public Engagement**			
2.1	Public engagement plan including stakeholder identification and segmentation	SRTA, Consultant	July – Jun	Public engagement plan
2.2	Initial stakeholder engagement	SRTA, Consultant	July – Jun	Initial stakeholders feedback
2.3	Participatory initiatives	SRTA, Consultant	July – Jun	Better coordination

Task 3	**Data Collection**			
3.1	Gather required land use, mobility, health, and accident data.	Consultant	July – Jun	Required data and data sources
3.2	Develop a framework for data collection and uploading.	Consultant	July – Jun	A framework for data collection
Task 4	**Data Updating and Integration**			
4.1	Update and integrate land use, travel, health, accident, and greenhouse gas prediction models	Consultant	July – Jun	An updated and integrated model
Task 5	**Platform Development**			
5.1	Develop scenario toolkit.	Consultant	July – Jun	A scenario toolkit
5.2	Develop a toolkit to query, analyze, and download data.	Consultant	July – Jun	A toolkit to query, analyze, and download data
5.3	Develop a dashboard to present data, maps, figures, and reports.	Consultant	July – Jun	A dashboard to present data, maps, figures, and reports
Task 6	**Advisory Committee Meetings**			
6.1	Consult the TAC at different stages that include but are not limited to identifying the required data, needs, and priorities, integrating and updating the required models, technical tests, and final version evaluation.	SRTA, Consultant	July – Jun	Technical support
Task 7	**Board Review / Approval**			
7.1	Involve SRTA board members in the development of the dashboard.	SRTA	July – Jun	Board feedback

Future / Ongoing Work

Project administration, public engagement plan (Aug 2024), initial stakeholders feedback (Aug 2024), participatory initiatives (Mar 2026), local governments and tribal entities feedback (Aug 2026), public engagement reports and documents (Aug 2026) develop scenario toolkit (Dec 2025), toolbox for data query, analysis, and download (Dec 2025), a data dashboard to present data, maps, figures, and reports (May 2026), documentation and training (May 2026), TAC feedback on the final version (Dec 2025), Board feedback on the final version (Dec 2025)

706.02 – Public Transportation Planning and Coordination

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.

WORK ELEMENT 706.02 – Public Transportation Planning & Coordination

Total Budget: $ 198,920

Estimated Expenditures and Anticipated Revenues

Staff Allocations & Funding Requirements	FY 2025/26								
	Expenditures		Revenue by Fund Source ($)						
SRTA	Direct	Indirect	FHWA PL	Toll Credits*	FHWA PL Total	FTA 5303	Toll Credits*	FTA 5303	LTF
Personnel	$ 66,227	$ 129,004	$ 67,964	$ 8,806	$ 76,770	$ 84,863	$ 10,995	$ 95,858	$ 22,603
Services & Supplies	$ 2,100		$ 1,854	$ 240	$ 2,094	$ 5	$ 1	$ 6	$ -
Human Resources	$ 1,589		$ 553	$ 72	$ 625	$ 691	$ 90	$ 780	$ 184
TOTAL:	**$ 69,916**	**$ 129,004**	**$ 70,371**	**$ 9,117**	**$ 79,489**	**$ 85,559**	**$ 11,085**	**$ 96,645**	**$ 22,787**

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

Discussion

SRTA supports the coordination of services among the region's various public transportation providers. SRTA also promotes the effective communication of these services to the public. 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. These efforts are closely related is WE 708.03 (Transportation Development Act Administration), which includes the annual unmet transit needs assessment and leading the Social Services Transportation Advisory Committee (SSTAC).

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

Properly designed and implemented 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 Standards and reduces transportation sector greenhouse gas emissions in support of CARB-assigned regional greenhouse gas emission reduction targets.

Prior Fiscal Year Work

Provided technical assistance to Federal Transit Administration (FTA) grant applicants and state transit and zero emission bus and infrastructure programs. Tracked Greenhouse Gas Reduction Fund transit programs. Analyzed and reviewed public transportation performance. Evaluated discretionary funding programs needed to fill transit funding gaps in the region, including FTA programs, California State of Good Repair, and other prospective state and federal funding sources. Provided oversight, reporting and project administration of State of Good Repair (SGR), Low Carbon Transit Operations Program (LCTOP) and other state and federal public transit funding programs. Other transit coordination includes regular participation in North State Super Region (NSSR) Transit Working Group meetings to discuss both regional and intercity transit needs, and continuously soliciting input from the public and other stakeholders. Specialty bus service administration, e.g., Beach Bus and ShastaConnect. Coordination of bus services locally and regionally. Attendance at RABA board meetings.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**Transit Coordination**			
1.1	Communication and coordination with intercity public transportation providers and providers operating in surrounding region as needed.	SRTA	Jul – Jun	Meeting agendas
1.2	Participate in interagency meetings and workshops that support public transit planning, including: CalACT, CTA, transit board meetings, and/or similar such meetings.	SRTA	July – June	Meeting agendas
1.3	Evaluate discretionary funding programs needed to fill transit funding gaps in the region, including FTA, including Section 5311(c), 5311(f), and 5339(c), California State of Good Repair, Low Carbon Transit Operations Program, and other prospective state and federal funding sources.	SRTA	July – June	Better understanding of funding programs
Task 2	**Public Transportation Data and Analysis**			
2.1	Collect and review transit performance data.	SRTA	July – June	Web link to staff reports and attachments
2.2	Formulate and provide recommendations towards enhancing near-term transit performance and/or efficiencies.	SRTA	July – June	Web link to staff reports and attachments

2.3	Collect, audit, and report progress toward recommendations and performance targets at year's end.	SRTA	July – June	Web link to staff reports and attachments
Task 3	**FTA and State Grants Technical Assistance and Management**			
3.1	Work with local agencies and organizations on developing projects and applying for FTA and state grants, both regionally apportioned and competitive.	SRTA	July – June	Web link to staff reports and attachments
3.2	Administer FTA and state grants	SRTA	July – June	Web link to staff reports and attachments

Future / Ongoing Work

All of the above is ongoing work.

707.01 – Corridor Studies and Project Review

Objective

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

WORK ELEMENT 707.01 – Corridor Studies & Project Review

Total Budget: $ 22,825

Estimated Expenditures and Anticipated Revenues

Staff Allocations and Funding Requirements	FY 2025/26		
	Expenditures		Revenue by Fund Source ($)
SRTA	**Direct**	**Indirect**	**LTF**
Personnel	$ 7,613	$ 14,830	$ 22,443
Services & Supplies	$ 200		$ 200
Human Resources	$ 183		$ 183
TOTAL:	**$ 7,996**	**$ 14,830**	**$ 22,825**

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

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 corridor plans. 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.

Prior Fiscal Year Work

Coordinated with regional partners in the development of the Fix 5 Cascade Gateway Project, the SR 273 Comprehensive Multimodal Corridor Plan, the Pit River Bridge replacement project effort, and other regional corridor priority meetings to discuss future needs and focus for funding..

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**Analysis of Project Study Reports**			
1.1	Communicate 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	July – June	Enhanced coordination with regions and state
1.2	In coordination with Caltrans, develop responses to road closures and extreme climate related events, and to provide information during events.	SRTA	July – June	Regional representation
Task 2	**Review and Analysis of Local Agency Projects of Regional Significance**			
2.1	Review local projects, determine impacts, and assess consistency with the Regional Transportation Plan and Sustainable Communities Strategy.	SRTA	July – June	Improved coordination and consistency
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.	SRTA	July – June	Comment letters when review requested

Future / Ongoing Work

All of the above work is ongoing.

707.03 – Alternative Fuels Vehicle Planning

Objective

FHWA has established and continues to develop a national network of alternative fueling and charging infrastructure along national highway system corridors for the movement of people and goods. 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 in the Shasta Region through planning of alternative fuels infrastructure in the region to reduce criteria air pollutants (ozone, CO, PM 2.5 and PM10) in coordination with local, regional, state, and federal partners. A collateral benefit is the reduction of greenhouse gas (GHG) emissions, which is a state objective.

WORK ELEMENT 707.03 – Alternative Fuels Vehicle Planning

Total Budget: $ 43,972

Estimated Expenditures and Anticipated Revenues

Staff Allocations and Funding Requirements	FY 2025/26					
	Expenditures		Revenue by Fund Source ($)			
SRTA	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	LTF
Personnel	$ 12,861	$ 25,052	$ 17,562	$ 2,275	$ 19,837	$ 18,076
Services & Supplies	$ 750		$ 664	$ 86	$ 750	
Human Resources	$ 309		$ -	$ 19	$ 162	$ 147
Consultant (Frontier Energy)	$ 5,000				$ -	$ 5,000
TOTAL:	**$ 18,920**	**$ 25,052**	**$ 18,226**	**$ 2,380**	**$ 20,749**	**$ 23,223**

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

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) entering into the national, state, and regional vehicle fleet markets help reduce air pollutants and GHG emissions. According to the California Energy Commission, Zero Emission Vehicles (ZEV) represented over 10% of the Shasta Region's light-duty auto sales in 2024, and the 75% of those sold were battery electric vehicles (BEV). Initial adoption of ZEVs increased exponentially by "early adopters" while recent years has seen a slower increase in ZEV purchases. Ongoing, coordinated planning with local, regional, state, and federal partners is necessary to identify current and future infrastructure needs as more ZEVs enter the regional market and to support economic vitality of the region. Regional corridors designated as part of the national Alternative Fuel Corridors network, include Interstate 5 (I-5) and State Route 299 (SR 299). Updated regional efforts related to alternative fuels vehicle planning will be included in the next 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 protecting and maintaining good 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 should help reduce federal Criteria Air Pollutants, including ozone, PM 2.5 and 10, and carbon monoxide. Although not a federal requirement, a co-benefit is the reduction of greenhouse gas emissions.

Prior Fiscal Year Work

Hydrogen fuel planning with ARCH2ES. Communication and coordination with North State Super Region and various public and private sector stakeholders regarding the planning and funding for alternative fuels vehicle planning. Support data to the Redding Area Bus Authority (RABA) related to zero-emission vehicles for public transportation.

FY 2025/26 Work

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 provide letters of support as appropriate for projects in the region (ongoing). SRTA will also participate in FHWA-sponsored events for corridor nominations, as well as in the North State EV Infrastructure Workgroup (estimated 4 meetings per year). Technical memos related to Shasta Regional Hydrogen Hub Study as requested. Additional tangible deliverables include meeting dates, agendas, and notes (ongoing).

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**Participate in Discussions and Support Deployment of Alternative Fuels Infrastructure**			
1.1	Evaluate opportunities to support 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	July – June	Awareness of upcoming opportunities
1.2	Participate in monthly North State Super Region ZEV Workgroup meetings to discuss coordinated planning and provide project letters of support.	SRTA	July – June	Better coordination

1.3	Participate in statewide and/or regional planning discussions, workshops, or meetings related to zero-emission vehicle planning efforts and provide input. Track alternative fuels data and incorporate it into planning activities.	SRTA	July – June	Better coordination; letters; meeting minute
Task 2	**Shasta Regional Hydrogen Hub Efforts**			
2.1	Maintain communication consortium of interested parties. As needed, conduct meetings, prepare presentations, and take meeting notes. Provide input on local or North State efforts related to hydrogen project implementation including ARCHES hydrogen-hub activities.	SRTA, Consultant	July – June	Better coordination

Future / Ongoing Work

All tasks are ongoing work.

707.04 – Goods and Freight Coordination and Planning

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 industrial inputs from within the North State.

WORK ELEMENT 707.04 – Goods & Freight Coordination and Planning							
Total Budget: $ 22,496							
Estimated Expenditures and Anticipated Revenues							
Staff Allocations and Funding Requirements	**FY 2025/26**						
	Expenditures				**Revenue by Fund**		
SRTA	**Direct**		**Indirect**		**LTF**		
Personnel	$	7,502	$	14,614	$	22,116	
Services & Supplies	$	200			$	200	
Human Resources	$	180			$	180	
TOTAL:	**$**	**7,882**	**$**	**14,614**	**$**	**22,496**	
**Toll Credits are shown for matching purposes only and are not considered revenue*							

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 appropriateness of supporting regional efforts to develop freight hubs to support linkages between truck freight and intermodal freight rail facilities. SRTA will also continue to reach out to freight stakeholders as part of the RTP process and evaluate emerging needs. Ongoing efforts to increase freight safety and efficiency will be explored.

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 appropriate.

Prior Fiscal Year Work

Staff participated in periodic California Freight Advisory Committee (CFAC) meetings. Performed consultation with California Trucking Association to identify needs and potential solutions on I-5.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**Freight Coordination and Planning**			
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	July – June	Enhanced coordination with regions and state
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.	SRTA	July – June	Regional representation
1.3	Develop and issue request for proposals (RFP) for consultant services to prepare the Regional Freight Plan	SRTA	July – Dec	RFP, technical services agreement for consultant services

Future / Ongoing Work

Tasks 1.1 and 1.2 in the above work are ongoing.

707.11 – Pit River Tribe Long-Range Transportation Plan Update

Objective

Support the Pit River Tribe in their effort to review the existing transportation system and identify those elements that are important to the Tribe. Identify the public roads within the Road Inventory Field Data System (RIFDS) within Tribal jurisdiction. Conduct field studies and collect data to assess Tribal transportation needs. Engage Tribal members, Caltrans, and other local, regional, and federal agencies in the planning process for public input. Perform transportation engineering and planning evaluations to identify existing and future needs of the roadway network as well as other multimodal transportation. Develop a plan for improvements to the overall transportation system that are necessary to meet the existing and future transportation needs within the study area. Identify needed transportation system improvement projects, establish Tribal priorities, and determine a reasonable implementation time frame. Establish a continuous planning process for transportation systems on Tribal lands.

WORK ELEMENT 707.11 – Pit River Tribe Long-Range Transportation Plan Update					
Total Budget: $ 25,320					
Estimated Expenditures and Anticipated Revenues					
Staff Allocations and Funding Requirements	FY 2025/26				
	Expenditures		Revenue by Fund Source ($)		
SRTA	Direct	Indirect	Caltrans Sutainable Transportation Planning Grant	Pit River Tribe Local Cash Match	LTF (SRTA is not charging the grant for admin staff time)
Personnel	$ -	$ -			$ -
Services & Supplies					
Human Resources					
Pit River Tribe Tiered Local Cash Match	$ 2,909	No indirect per grant agreement		$ 2,909	
Consultant - Carlson & Associates	$ 22,411		$ 22,411		
TOTAL:	**$ 25,320**	**$ -**	**$ 22,411**	**$ 2,909**	**$ -**
Note: Match requirement noted here for RFR purposes only (not included in budget)					

Discussion

This work element was created to enable the Pit River Tribe to receive state grant funds. SRTA is providing in-kind grant administration, including review and processing of invoices for reimbursement. Reasonable technical support may also be provided upon request.

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

The PRT LRTP will support intergovernmental planning and coordination—a core activity required of MPOs.

Prior Fiscal Year Work

Consultant has been selected, grant fund extension granted, and a notice to proceed has been issued to the Tribe. Work began Q1 CY2025.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 01	**Project Administration**			
0.1	The Tribe will conduct an initiation meeting with Caltrans district staff to discuss grant procedures and project expectations, including invoicing, quarterly progress reports, along with relevant project information.	Pit River Tribe w/ SRTA support	July – Feb	Meeting agenda
0.2	The Tribe will submit quarterly project reports and fiscal reports to Caltrans district staff to provide a summary of project progress and grant/local match expenditures.	Pit River Tribe	July – Feb	Quarterly project reports
0.3	The Tribe will submit complete invoice packages to Caltrans district staff (at least quarterly, but no more frequently than monthly).	Pit River Tribe	July – Feb	Invoice packages
Task 02	**Consultant Procurement**			
0.1	The Tribe will prepare a Request for Proposals (RFP) to solicit a consultant team to develop the Tribal LRTP. The procurement process will be consistent with the standards and procedures established by Caltrans for these projects. The RFP will be distributed to qualified organizations.	Pit River Tribe	July – Feb	RFP
0.2	The Tribe will conduct a review of the proposals received. The Tribe will make the final approval of the selected consultant and execute signed contracts.	Pit River Tribe	July – Feb	Contract
0.3	The Tribe will conduct an initiation meeting with the selected consultant to discuss project expectations, including invoicing, expected deliverables, and other relevel project information. Caltrans district staff will be invited to participate.	Pit River Tribe	July – Feb	Meeting agenda
Task 1	**Advisory Group**			
1.1	The Tribe will designate a staff member for project oversight and operations. Recurrent project team	Pit River Tribe	July – Feb	Meeting

	meetings will be held to ensure good communication and orderly progress on all upcoming tasks. Consultants will be included in meetings after they are selected. Caltrans district staff will be invited to participate in project team meetings.			agenda, notes
1.2	The Tribe will convene an advisory group for project guidance and meet at least three times throughout the course of the project. Participants will include members from the Tribal Council, staff from local and regional agencies, and other stakeholders that reflect community perspectives. Caltrans district staff will be invited to participate. The advisory group will identify key stakeholders to engage, important sensitivities to consider, and pertinent background information regarding the conditions, history, and needs of the community. The Advisory Group will determine strategies for engaging all segments of the community and maximizing participation at public events.	Pit River Tribe	July – Feb	Meeting agenda, notes
Task 2	**Existing Conditions**			
2.1	The selected consultant will work with the Tribe, appropriate agencies, and other sources to compile and organize available information on existing conditions for the project area to be used to guide preparation of the Tribal LRTP. This information may include but is not limited to: Tribal background; existing roadway inventory (data provided by Tribe) within the Tribal Transportation Program (TTP); other travel modes such as transit, pedestrian, and bike facilities; traffic data; crash data; existing and planned land uses both on Tribal lands and within surrounding areas. The consultant will then prepare an existing conditions report for use at meetings and public events.	Pit River Tribe	July – Feb	Technical memo
Task 3	**Public Outreach**			
3.1	The Tribe, in coordination with the advisory group and consultant, will prepare an outreach plan to inform the community about the project and upcoming community events. The Tribe will distribute materials publicizing events to maximize participation and positive input. Due to the current COVID-19 environment, these activities are envisioned to be held virtually at accessible times until further notice. Should conditions improve, in-person events may be held with appropriate social distancing measures. The Tribe will arrange facilities and food (in accord with grant guidelines for eligible snack and refreshment expenses) for all in-person events.	Pit River Tribe, consultant	July – Feb	Outreach plan
3.2	The Tribe, in coordination with the advisory group and consultant, will prepare a community survey to assess Tribal members' priorities regarding transportation needs such as maintenance/repair of existing roads, improved traffic safety, upgraded bike facilities, expanded transit services, sidewalk construction/repair, etc. The survey will be distributed online and in appropriate community forums to maximize public involvement.	Pit River Tribe, consultant	July – Feb	Survey
3.3	The consultant, in coordination with the Tribe and advisory group, will prepare the Community Workshop #1 PowerPoint presentation to introduce concepts and objectives of the Tribal LRTP. It will review the findings of the existing conditions report and community survey results. Based on these findings, this workshop will introduce priority transportation improvement projects. Tribal members, Caltrans district staff, and identified stakeholders will be invited to participate and provide feedback.	Pit River Tribe, consultant	July – Feb	PowerPoint, potential projects
3.4	The consultant, in coordination with the Tribe and advisory group, will prepare the Community Workshop #2 PowerPoint presentation to present the draft outline for the Tribal LRTP to be prepared in Task 4.1. Tribal members, Caltrans district staff, and identified stakeholders will be invited to participate and provide feedback. The provided comments will be considered in preparation of the draft Tribal LRTP in Task 4.2.	Pit River Tribe, consultant	July – Feb	PowerPoint, summary of feedback
3.5	The consultant, in coordination with the Tribe and advisory group, will prepare the Community Workshop #3 PowerPoint presentation to present the draft Tribal LRTP to be prepared in Task 4.2. Tribal members, Caltrans district staff, and identified stakeholders will be invited to participate and provide feedback. The provided comments will be considered in preparation of the final draft Tribal LRTP in Task 4.3.	Pit River Tribe, consultant	July – Feb	PowerPoint, summary of feedback
Task 4	**Draft and Final Plan**			
4.1	The consultant will review community input from Community Workshop #1 in Task 3.3. Based on the existing conditions report and the received feedback, the consultant will develop a draft outline for the Tribal LRTP with a list of priority transportation improvement projects for the Tribe. The draft outline for the Tribal LRTP will be submitted for review by the appropriate members of the project team, Caltrans staff, and advisory group before being presented in Community Workshop #2 in Task 3.4.	Consultant	July – Feb	Draft outline
4.2	The consultant will prepare any analysis necessary to determine the potential impacts of the priority transportation improvement projects identified in the draft outline of the Tribal LRTP. The consultant will prepare a draft Tribal LRTP based on the analysis results and community input from Community Workshop #2 in Task 3.4 detailing their analysis, findings, and conclusions. The consultant will review and identify potential funding sources for future implementation of the priority project list. The draft LRTP will be suitably documented with appropriate text, tabular, graphic, and appendix materials. The draft Tribal LRTP will be submitted for review by the appropriate members of the project team, Caltrans staff, and advisory group before being presented in Community Workshop #3 in Task 3.5.	Consultant	July – Feb	Draft Tribal LRTP
4.3	The consultant, in coordination with the Tribe and advisory group, will prepare a final draft Tribal LRTP based on the community input from Community Workshop #3 in Task 3.5 and resolve any remaining issues. The final draft LRTP will be suitably documented with appropriate text, tabular, graphic, and appendix materials. The consultant will circulate the final draft LRTP to the project team, Caltrans staff, and the advisory group for feedback.	Pit River Tribe, Consultant	July – Feb	Additional draft Tribal LRTP
4.4	The consultant will make final revisions to the document based on project team, Caltrans staff, and advisory group input. Based on the project findings, the final LRTP will provide recommendations for implementation of the Tribal LRTP, including submittal to the Pit River Tribal Council, submittal to the BIA, and developing a Tribal Transportation Improvement Program (TTIP) for the priority transportation improvement projects. The final LRTP will be suitably documented with appropriate	Pit River Tribe, Consultant	July – Feb	Final LRTP

	text, tabular, graphic, and appendix materials. The project team will submit both hard copies and electronic copies of the final document to Caltrans, and credit Caltrans for its financial contribution on the cover of the report.

Future / Ongoing Work

No future or ongoing work expected.

707.12 – Regional Early Action Planning (REAP 2.0)

Objective

Fund transformative planning and implementation activities that meet California and regional housing goals, state equity goals, reduce vehicle miles traveled (VMT) per capita, and advance implementation of SRTA's Sustainable Communities Strategy (SCS) component of the Regional Transportation Plan (RTP).

WORK ELEMENT 707.12 – Regional Early Action Planning (REAP 2.0)						
Total Budget: $ 18,195						
Estimated Expenditures and Anticipated Revenues						
Staff Allocations and Funding Requirements	**FY 2025/26**					
	Expenditures				**Revenue by Fund Source ($)**	
SRTA	**Direct**		**Indirect**		**REAP 2.0 Funds**	
Personnel	$	5,988	$	11,664	$	17,651
Services & Supplies	$	400			$	400
Human Resources	$	144			$	144
					$	-
TOTAL:	**$**	**6,531**	**$**	**11,664**	**$**	**18,195**

Discussion

This work element is funded by the California Department of Housing and Community Development (HCD). The funds are being directly allocated to the state's metropolitan planning organizations (MPOs). SRTA requested funds by submitting an application of eligible projects. SRTA may submit projects to manage or suballocate funds to projects that will be managed by eligible entities. Entities eligible for the purpose of suballocation include counties, cities, cities and counties, transit agencies or districts, county transportation agencies, Tribal Entities, community-based organizations, Public Housing Authorities, academic institutions, developers of affordable housing, or a regional Housing Trust Fund. This effort will be helpful to have more Housing options and affordability in mixed-use neighborhoods with different transportation options like walking, cycling, and transit.

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

Results of this effort will implement the Sustainable Communities Strategy of the RTP, accomplish the goals of the state rail plan, the state intercity bus study, state housing goals, and may lead to projects that support achievement of federal performance measures (PM1, PM2, and PM3).

Prior Fiscal Year Work

Contract management, fiscal accounting, and reporting. Collaboration with HCD and subrecipients to handle budget adjustments and associated changes. Submittal of updated applications based on final FY 2025/26 state budgets. Public outreach for projects as they progress.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**Project Administration**			
1.1	Contract management, fiscal accounting, and reporting	SRTA	July– June	Progress reports and invoices
1.2	Collaborate with HCD and the sub-recipients to handle the necessary adjustments in the budget, scope, and outputs	SRTA	July – June	Better coordination
1.3	Collaborate with regional partners to explore future housing and transportation needs and opportunities	SRTA, partners	July – June	Awareness of upcoming needs and opportunities

Future / Ongoing Work

Contract management, fiscal accounting, and reporting

708.03 – Transportation Development Act Management

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 to be able to use LTF for local streets and roads.

WORK ELEMENT 708.03 – Transportation Development Act Management			
Total Budget: $ 113,272			
Estimated Expenditures and Anticipated Revenues			
Staff Allocations and Funding Requirements	**FY 2025/26**		
	Expenditures		**Revenue by Fund Source ($)**
SRTA	**Direct**	**Indirect**	**LTF**
Personnel	$ 13,046	$ 25,413	$ 38,459
Services & Supplies	$ 500		$ 500
Human Resources	$ 313		$ 313
Consultant Services (CPA/Financial Statements)	$ 35,000		$ 35,000
Consultant Services (Financial Audit)	$ 39,000		$ 39,000
TOTAL:	**$ 87,859**	**$ 25,413**	**$ 113,272**

Discussion

SRTA is the designated recipient and responsible administrator of TDA funds. LTF and STA help fund transit, bicycle and pedestrian, and road projects. TDA funds may only be used for streets and roads purposes only after all unmet transit needs that are reasonable to meet have been addressed. SRTA distributes funds to local claimants and ensures that fiscal audits and other requirements are performed in accordance with state 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.

Prior Fiscal Year Work

Transit needs assessment, unmet transit needs findings, TDA budget, and SSTAC meetings. Attendance at RABA board meetings.

FY 2025/26 Work

		Responsible Entities	**Schedule**	**Deliverable or Outcome**
Task 1	**TDA Administration**			
1.1	Prepare LTF and STA Findings of Apportionment	SRTA	Feb	Web link to staff reports and attachments
1.2	Review LTF and STA claims submitted by claimants, including associated technical assistance needed for adequate and proper reporting	SRTA	May – Jun	Staff report
1.3	Review statutes, rules, and regulations, and pending legislation pertinent to transit and transit funding.	SRTA	Ongoing	Conformance with state/federal statutes, rules, and regulations
1.4	Organize and support Social Services Transportation Advisory Council (SSTAC).	SRTA	July – Jun	SSTAC agendas, notes
1.5	Prepare audits as required under the TDA.	SRTA	Sept – Oct	Staff reports and audit documents
1.6	Engage independent auditor.	SRTA	Sept – Oct	RFP and contract
1.7	Prepare claims for Board of Directors approval.	SRTA	Jun	Staff report and attachments
1.8	Claim scheduling and payment.	SRTA	Jun	Payment instructions to County Treasurer
1.9	Perform TDA fund accounting.	SRTA	Monthly	Quarterly account reconciliation
Task 2	**Annual Transit Needs Assessment**			
2.1	Review prior year Transit Needs Assessment; solicit public input (comments, surveys, interviews, etc.); collect transit data and reports, perform farebox analysis, and conduct CTSA performance analysis; prepare data for inclusion in draft document, update tables, and information.	SRTA	Oct – April	Web link to staff reports and attachments
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.	SRTA	Oct – April	Website link to draft TNA

	Conduct transit scenario planning utilizing data collected and public input. Evaluate potential performance of scenarios. Identify any scenarios that may be reasonable.			
2.3	Provide draft document to transit operators, CTSA, and SSTAC for review; revise and prepare final draft for public comment and adoption.	SRTA	March-April	Email
2.4	Prepare staff report and presentation for SRTA Board of Directors/public hearing.	SRTA	April	Web link to staff reports and attachments
2.5	SSTAC to consider at their regularly scheduled March meeting to provide SSTAC recommendation on unmet transit needs.	SRTA	Mar	TNA Appendix
2.6	Present staff and SSTAC unmet transit needs recommendations, including resolution, to SRTA Board of Directors for approval.	SRTA	Apr	Web link to staff reports and attachments
2.7	Submit final document to Caltrans for acceptance.	SRTA	Jun	Submittal package

Future / Ongoing Work

All of the above work is ongoing.

708.04 – Transit and CTSA Administration

Objective

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

WORK ELEMENT 708.04 – Transit and CTSA Administration			
Total Budget: $ 26,265			
Estimated Expenditures and Anticipated Revenues			
Staff Allocations and Funding Requirements	**FY 2025/26**		
	Expenditures		**Revenue by Fund Source ($)**
SRTA	**Direct**	**Indirect**	**LTF**
Personnel	$ 8,804	$ 17,150	$ 25,954
Services & Supplies	$ 100		$ 100
Human Resources	$ 211		$ 211
TOTAL:	**$ 9,116**	**$ 17,150**	**$ 26,265**

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, and exercised the option to renew the agreement for another five years through 2027. 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.

Prior Fiscal Year Work

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. Extended SRTA/DHCL agreement for specialized transportation services. Weekly meetings with DHCL, with others included as needed.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**RABA Administration**			
1.1	RABA administration, management, and operations.	City of Redding, Shasta County	July – June	Web link to staff reports and attachments
Task 2	**CTSA Administration**			
2.1	SRTA administration and oversight of specialized transit services, including monthly invoice review and approval.	SRTA	July – June	Web link to staff reports and attachments
2.2	Periodic coordination meetings with DHCL and RABA.	SRTA	As needed	Better coordination
2.3	Review and approve final budget for the next FY, as provided by DHCL.	SRTA	Feb. – June	Web link to staff reports and attachments

Future / Ongoing Work

All of the above work is ongoing.

801.01 – North State Super Region (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.

WORK ELEMENT 801.01 – North State Super Region (NSSR)				
Total Budget: $ 4,771				
Estimated Expenditures and Anticipated Revenues				
Staff Allocations and Funding Requirements	**FY 2025/26**			
	Expenditures		**Revenue by Fund Source ($)**	
SRTA	**Direct**	**Indirect**	**NSSR**	**LTF**
Personnel	$ 1,353	$ 2,636	$ 3,989	$ -
Services & Supplies	$ 750		$ 750	$ -
Human Resources	$ 32		$ 32	$ -
TOTAL:	**$ 2,135**	**$ 2,636**	**$ 4,771**	**$ -**
		**$15,000 in membership dues invoiced in FY 2024/25*		

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 through member dues from NSSR partners and LTF.

Prior Fiscal Year Work

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

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**North State Super Region**			
1.1	Attend and help facilitate NSSR meetings.	SRTA	July – June	Meeting notes, agendas
1.2	Maintain and update NSSR website as needed.	SRTA	July – June	Updated website

Future / Ongoing Work

All of the above work is ongoing.

801.02 – SB 125 TIRCP / ZETCP Administration

Objective

SRTA is responsible for overseeing the administration of the SB 125 TIRCP/ZETCP funds. These duties include: distributing funds to eligible public agencies (passenger rail, urban rail transit, bus, ferry transit); managing capital and operating projects and partnering with eligible agencies; submitting an Initial Allocation Package, addressing deficits and improving ridership through 2025/26, project descriptions, and transit operator data; submitting a long-term financial plan by June 30, 2026, demonstrating ridership retention, recovery strategies, and a five-year operating funding forecast.

WORK ELEMENT 801.02 – SB 125 TIRCP/ZETCP Administration					
Total Budget: $ 165,762					
Estimated Expenditures and Anticipated Revenues					
Staff Allocations and Funding Requirements	**FY 2025/26**				
	Expenditures		**Revenue by Fund Source ($)**		
SRTA	**Direct**	**Indirect**	**ZETCP PTA**	**TIRCP General**	**ZETCP GGRF**
Personnel	$ 30,417	$ 59,250	$ 89,668	$ -	$ -
Services & Supplies	$ -		$ -	$ -	$ -
Human Resources	$ 730		$ 730	$ -	$ -
Public Transit Ridership					
SRTA Staff Time	$ 61,814			$ 61,814	
Passenger Transit System					
SRTA Staff Time	$ 13,550			$ 13,550	
TOTAL:	**$ 106,511**	**$ 59,250**	**$ 90,398**	**$ 75,364**	**$ -**

Discussion

SB 125 funds are distributed to regional transportation planning agencies (RTPAs), there is no specific deadline for expending the funds. Assembly Bill (AB) 102 and Senate Bill (SB) 125 adjusted the 2023 Budget Act to provide $4 billion from the General Fund over two years to the TIRCP and $910 million from Greenhouse Gas Reduction Fund (GGRF) funding along with $190 million from Public Transportation Account (PTA) funding over four years for the ZETCP. TIRCP was established to fund essential capital improvements for California's intercity, commuter, and urban rail systems, as well as bus and ferry transit systems. ZETCP provides funding for projects related to zero-emission transit equipment, transit facilities, and network improvements. SRTA can also use TIRCP and ZETCP funds for transit operating expenses to prevent service cuts and boost ridership. SRTA is discussing project ideas with regional partners for use of the funds.

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

Result of this effort will implement the RTP, accomplish the goals of the TIRCP and ZETCP programs, and may lead to projects/services that support achievement of federal performance measures (PM1, PM2, and PM3).

Prior Fiscal Year Work

Updated initial allocation package. Coordinated meetings amongst regional and state partners as needed. Reviewed and commented on updated draft SB 125 guidelines. Prepared and submitted first annual report. Started conversations with partners on potential projects for consideration with unallocated funds.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	**Administration and Reporting**			
1.1	Distributing funds to eligible public agencies.	SRTA	July – June	Funded projects
1.2	Managing capital and operating projects and partnering with eligible agencies.	SRTA	July – June	Coordination of funding and projects
1.3	Submitting annual reports on project progress, ridership levels, expenses, and remaining funds.	SRTA	July – June	Annual report
Task 2	**Short-Range Transit Capital Program**			
2.1	Compile Information and update allocation package as required	SRTA	July – June	Short-term allocation package

Future / Ongoing Work

- Distribute funds to eligible public agencies.

- Manage capital and operating projects and partnerships with eligible agencies.
- Submit annual reports on project progress, ridership levels, expenses, and remaining funds.

SB 125 Projects (Information Only)

802.01 – Local Agency Planning Projects – Informational

Discussion

This is an informational work element, requested to track transportation planning projects in the region.

Agency	Fund Source	Project Description	Total Budget	Federal Funds
City of Redding	Safe Streets for All – USDOT	This effort is to update the project list for the Local Road Safety Plan for the City of Redding, this effort will help with submitting grant for SS4A implementation and possibly update project list for the ATP plan.	$300,000	$240,000