



OVERALL WORK PROGRAM FOR THE SHASTA REGIONAL TRANSPORTATION AGENCY

Fiscal Year 2018-2020

Final Draft for SRTA Board of Directors Approval

April 24, 2018

Shasta Regional Transportation Agency
1255 East Street, Suite 202
Redding, CA 96001
Phone: (530) 262-6190
Email: srta@srta.ca.gov
Website: www.srta.ca.gov

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RESOLUTION

RESOLUTION NUMBER:	18-05
SUBJECT:	Adoption of the Fiscal Year 2018-2020 Overall Work Program

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

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

WHEREAS, SRTA developed the fiscal year 2018-2020 OWP with well-defined work elements that have been reviewed by both state and federal funding agencies; and

WHEREAS, said OWP has been found to conform to all state and federal planning requirements and to reflect the priorities, scope of work, and level of effort required for regional transportation planning; and

WHEREAS, SRTA has prepared the 2018-2020 comprehensive agency budget, which is inclusive of planning (OWP) and non-planning activities, such as SRTA property; capital funds for local agency streets and roads projects; active transportation projects; and transit operations.

NOW, THEREFORE, BE IT RESOLVED that the SRTA Board of Directors:

1. Approves and adopts the 2018-2020 SRTA comprehensive budget of **\$TBD** for FY 2018/19 and **\$TBD** for FY 2019/20.
2. Approves and adopts the 2018-2020 Overall Work Program, including the FY 2018/19 OWP budget of \$2,441,845;
3. Authorizes the executive director to make minor administrative changes and corrections as needed in response to further comments provided by approving agencies.
4. Authorizes the executive director to sign annual certifications and assurances that all funding program requirements have been met; and
5. Authorizes the chair to sign the 2018 Indirect Cost Allocation Plan/Indirect Cost Rate Proposal (ICAP/ICRP) Submission Certification.

PASSED AND ADOPTED this 24th day of April, 2018, by the Shasta Regional Transportation Agency.

Susie Baugh, Chair
Shasta Regional Transportation Agency

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PROSPECTUS

ABOUT SRTA

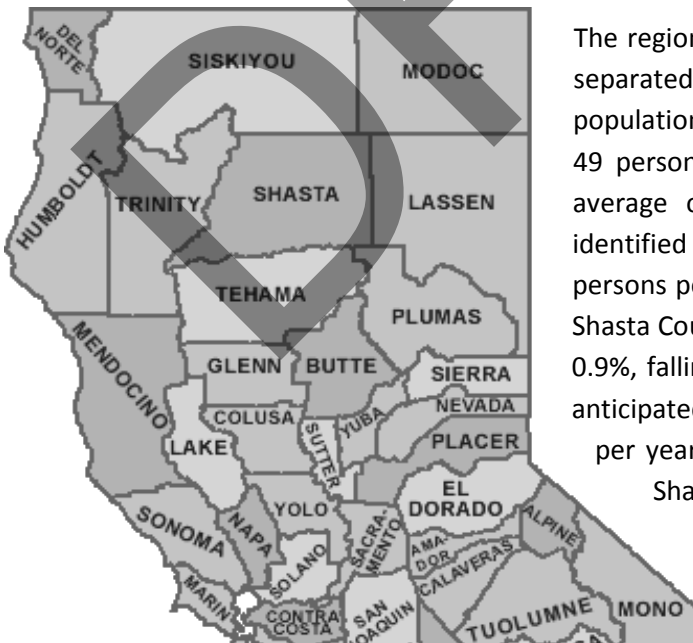
As the federally-designated Metropolitan Planning Organization (MPO) for Shasta County, the Shasta Regional Transportation Agency (SRTA) is responsible for coordinated transportation planning, programming of transportation funding, and the development and implementation of transportation policy for the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

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



THE REGION

Shasta County is located at the geographic center and transportation crossroads of California's North State. The region has an area of 3,750 square miles covering the northern end of the Sacramento Valley and southern portions of the Cascade mountain range. Shasta County is home to approximately 180,000 residents, approximately 80% of which live in the south-central urbanized area along Interstate 5. Redding is the county seat and the region's socio-economic center.



The region is largely rural in character and geographically separated from other California metropolitan regions. Its population is one of the most dispersed in the state, having 49 persons per square mile compared to the statewide average of 239. Of California's 57 Urbanized Areas identified in the 2010 Census, Redding has the fewest persons per square mile. Average annual growth rate for Shasta County between 2000 and 2010 was approximately 0.9%, falling to less than 0.3% in more recent years. It is anticipated that future growth will occur at a rate of 0.8% per year, with a population of 214,364 persons for the Shasta County region by year 2035 (2015 Regional Transportation Plan for Shasta County, June 2015).

ORGANIZATIONAL STRUCTURE

California counties are required to form a regional transportation planning agency (RTPA) as a condition of receiving state transportation funds, including transit funds. Gradually, through laws such as the Transportation Development Act (1971) and Senate Bill 45 (1997), local elected officials via the respective RTPAs received greater authority to determine the most appropriate use of transportation revenues. Prior to the creation of RTPAs, these decisions were made by the state.

SRTA was established under state law in 1972. When Shasta County's urban area population exceeded 50,000 in 1980, SRTA became recognized as one of 18 metropolitan planning organizations (MPOs) in California. Formation of a regional MPO is a prerequisite to receiving federal transportation dollars (23 U.S.C. 134 and 135). The federal MPO designation added responsibilities that sometimes overlap with state requirements. In Shasta County, SRTA was established as a single entity to fulfill both the state (i.e. RTPA) and federal (i.e. MPO) requirements, thereby avoiding the confusion created in other regions of the state where two or more agencies overlap with similar roles.

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

On July 1, 2012, SRTA became an independent agency, no longer under the county of Shasta. Since this time, the agency's various policies have been revisited and updated as appropriate to reflect independent agency status.

PURPOSE OF THE OVERALL WORK PROGRAM

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

The OWP serves the following functions:

1. It satisfies federal requirements for an MPO to develop and adopt an annual OWP for the receipt of federal and state transportation dollars;

2. It serves as the reference document for the public, agencies, and elected officials who desire to understand SRTA's objectives and how these are being met through a continuing, cooperative, and comprehensive planning process (3 C's); and
3. It serves as a management tool to ensure that all transportation planning activities are being accomplished on schedule and within budget.

This document contains four basic parts:

1. **Section 1: Regional Transportation Planning Process** - Describes regional transportation planning responsibilities, priorities, and methods.
2. **Section 2: Consistency with Federal and State Transportation Planning** – Describes how the regional transportation planning process aligns with federal and state funding priorities.
3. **Section 3: FY 2018/19 Regional Priorities** – Outlines current year challenges and opportunities that the work program aims to address.
4. **Section 4: FY 2018-2020 Budget and Work Program** – Describes the agencies revenues, expenditures, and work program divided into work elements.

The planning budget in this OWP represents staff hours, consultant services, fixed-assets, and supplies necessary to accomplish work tasks and products. Indirect costs, including some administrative expenses, are accounted for in the agency's Indirect Cost Allocation Plan (ICAP). To ensure planning activities are consistent in the region, all relevant planning activities – regardless of funding sources – are included in the OWP.

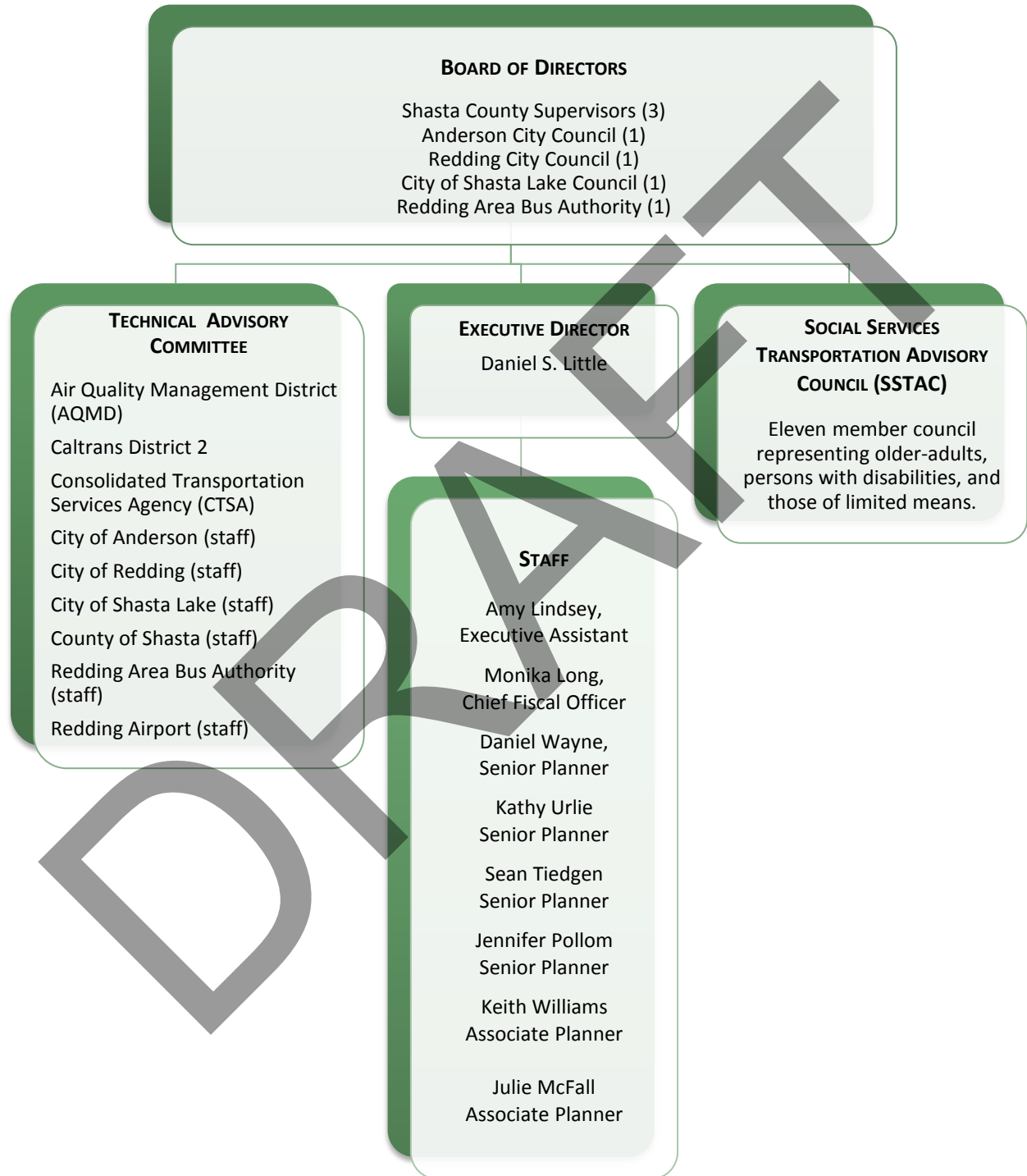
MANAGEMENT OF THE OVERALL WORK PROGRAM

Each year in December the SRTA Board of Directors adopts regional planning priorities for the upcoming fiscal year. A call for local agency planning projects based on regional planning priorities, and consistent with Federal Planning Factors and California Priority Emphasis Areas, is administered each year in January if the agency determines that planning funds are available. Draft work element worksheets and a corresponding budget is prepared for review and comment in February of each year and submitted to state and federal funding partners by March 1. Funding agencies review the draft OWP and indicate conditions for acceptance. The final draft OWP is prepared for approval by the SRTA Board of Directors in April of each year and subsequently submitted as a grant application for federal planning funds pursuant to 23 CFR 450.308. The final OWP must be completed by May of each year in order to provide sufficient time to authorize funding of the MPO planning program by July 1 by Caltrans and the U.S. Department of Transportation.

As needed, the OWP is amended throughout the year to reflect changes in scope and budget. The OWP must be formally amended when there are substantive changes to work elements funded with the Consolidated Planning Grant (CPG) or if the changes impact regional planning activities. Administrative amendments involve minor changes that do not affect delivery of regional transportation planning tasks, activities, steps, products, or the funding amounts listed in the OWP Agreement (OWPA). Formal

amendments require state and federal approval. Administrative amendments may be accomplished unilaterally by SRTA and forwarded to Caltrans.

ORGANIZATIONAL CHART



SRTA TASK DISBURSEMENT & CONTACT INFORMATION

[This section to be updated by SRTA Board of Directors meeting in April 2018.]

See next page for page 2 of staff responsibilities.

SHASTA REGIONAL TRANSPORTATION AGENCY STAFF ASSIGNMENTS (PAGE 2)

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SECTION 1 – REGIONAL TRANSPORTATION PLANNING PROCESS

STATE AND FEDERAL PLANNING RESPONSIBILITIES

SRTA's state and federal planning responsibilities are directed by the federal transportation law, 'Fixing America's Surface Transportation' (FAST) Act, enacted December 2015. Core functions of SRTA include:

- Establish a fair and impartial setting for effective decision-making;
- Identify and evaluate transportation improvement options;
- Prepare and maintain a 20-year regional transportation plan (RTP);
- Develop a transportation improvement program;
- Identify performance measure targets and monitor progress towards achieving targets;
- Involve the public; and
- Prepare a planning work program for Federal Highway Administration (FHWA)/Federal Transit Administration (FTA) metropolitan planning funds.

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

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

FHWA prescribes the policies and procedures for the administration of activities, including content provisions for development of the regional transportation plan (23 CFR Part 450):

- Current and projected transportation demand of persons and goods;
- Identification of transportation facilities;
- Performance measures and targets;
- System performance report;
- Mitigation activities;
- Financial plan;

- Operational and management strategies;
- Capital investment and other strategies; and
- Transportation and transit enhancement activities.

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

- Preservation of existing transportation facilities and, where practical, ways to meet transportation needs by using existing transportation facilities more efficiently;
- Consistency of transportation planning with applicable federal, state, and local energy conservation programs, goals, and objectives;
- The need to relieve congestion and prevent congestion from occurring, including the consideration of congestion management strategies or actions which improve the mobility of people and goods in all phases of the planning process.

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

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

Additionally, the metropolitan planning process must:

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

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

Transportation planning is a cooperative process designed to foster involvement from local, regional, state, federal, and Native American tribal governments as well as all users of the system, including businesses, community groups, environmental organizations, freight operators, and the public. This is accomplished through a proactive public participation process conducted by the Metropolitan Planning Organization (MPO), state Department of Transportation (state DOT), and transit operators.

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

Estimated available funding is derived from the prior year's actual revenues with consideration for any large-scale regional projects during the OWP planning period (July 1 through June 30). Regional funding priorities are outlined in SRTA's Financial and Accounting Policies and Procedures Manual: Section 1210. Available on SRTA's website here: <http://www.srta.ca.gov/167/Policies-Procedures>.

Selected projects are brought into the OWP and prepared for evaluation by the California Department of Transportation (Caltrans) District 2, FWHA, and FTA regarding the eligibility of proposed activities or projects for state and federal transportation planning funding. The OWP is then presented to the SRTA Board of Directors for approval in April of each year.

REGIONAL VISIONS AND GOALS

Regional Vision¹

"SRTA will meet the region's evolving mobility needs and generally avoid traffic congestion and other growth-related pitfalls commonly observed in larger metropolitan regions. This will be accomplished through strategic and timely transportation system improvements, the integration of travel options into a seamless network, and collaborative effort toward transportation-efficient land use patterns where it is most beneficial.

SRTA acknowledges that its efforts are intertwined with regional prosperity, environmental quality, community health and well-being, and various other elements that collectively define quality of life. Such considerations are integral to regional transportation planning, policy-making, and project programming and SRTA will be actively engaged with its partners in developing and carrying out joint strategies and initiatives that yield multiple community benefits. Planning and decision-making processes shall engage the public and be transparent and responsive to documented community values and priorities."

The region's vision and goals are embodied in the agency's adopted planning documents as follows:

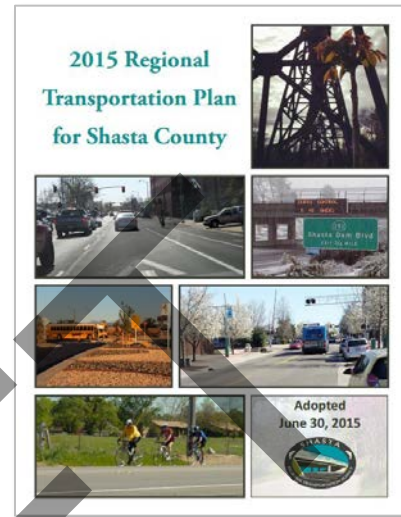
Regional Transportation Plan (RTP)

The RTP is a long-range transportation plan covering at least twenty years and including all transportation modes in Shasta County. The RTP is based on federal and state transportation laws

¹ 2015 Regional Transportation Plan for Shasta County, <http://www.srta.ca.gov/DocumentCenter/View/1891>

that require comprehensive, cooperative and continuous transportation planning. The purpose of the RTP is to “encourage and promote the safe and efficient management, operation and development of a regional intermodal transportation system that, when linked with appropriate land use planning, will serve the mobility needs of goods and people”². The 2015 RTP was adopted on June 30, 2015. SRTA recently moved from a five-year to four-year RTP update cycle to better align with the Regional Housing Needs Allocation (RHNA) process. Moving to the new cycle will require SRTA to update the RTP in 2018, and then every fourth year thereafter.

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



Sustainable Communities Strategy (SCS)

The Sustainable Communities and Climate Protection Act of 2008 (Sustainable Communities Act, Senate Bill 375 (SB 375), Chapter 728, Statutes of 2008) implements the California Global Warming Solutions Act of 2006 in the area of transportation-related emissions. The California Air Resources Board (ARB) is charged with establishing regional targets for per capita greenhouse gas emissions for California’s 18 designated metropolitan planning areas. Metropolitan Planning Organizations for these regions are responsible for preparing a Sustainable Communities Strategy (SCS) aimed at reducing vehicle miles traveled and associated emissions via improved coordination between land use and transportation. The SCS is an integral part of the RTP.

Regional Blueprint Program

Regional Blueprints are developed through a collaborative planning process that engages citizens in articulating a vision for the region’s long-term future. The regional vision is developed from residents’ values and priorities and informed by advanced Geographic Information System (GIS) modeling and visualization tools that demonstrate the impacts of different growth and development ‘scenarios’. The community’s preferred regional growth scenario is used to guide regional and local land use and transportation decisions for a sustainable future. Shasta County’s

² California Transportation Commission: [2017 Regional Transportation Plan Guidelines for Metropolitan Planning Organizations](#) (page 9)

blueprint, ShastaFORWARD>>, was adopted in February 2010 and is being implemented through the Sustainable Communities Strategy effort pursuant to California SB 375.

Shasta Coordinated Transportation Plan

The FTA requires that projects funded with Section 5310 (Enhanced Mobility for Seniors and Individuals with Disabilities) funds “must be included in a locally developed, coordinated public transit-human services transportation plan.” In 2007, SRTA adopted the Shasta County Coordinated Human Transportation Plan, which focused on improving specialized transit service delivery for the elderly, persons with disabilities, and people of low income. The CHTP provided strategies for meeting local needs for public transit, non-profit and private transportation systems. The CHTP also prioritized transportation services for funding and implementation with an emphasis on transportation needs of persons with disabilities, older-adults and individuals of limited means. In FY 2016/17, SRTA updated the plan, which is now called the Shasta Coordinated Transportation Plan.

PLANNING TOOLS

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

Regional Travel Demand Model (TDM)

Travel models simulate travel behavior and can be used to demonstrate the impact of physical or policy changes in an area on transportation system performance. SRTA coordinates transportation system performance monitoring and maintains the Shasta County activity-based travel demand model, known as ShastaSIM. ShastaSIM is used to forecast current and future traffic conditions, as well as locations and trends of traffic congestion and air pollution related to vehicular sources. These forecasts are integrated into the RTP and other planning documents, as appropriate.

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

Geographic Information Systems (GIS)

With the advent of regional blueprint planning and new planning requirements under SB 375, there has been an increased need for consolidated, standardized, and merged region-wide GIS data. Once compiled, GIS allows for spatial analysis between land use, transportation, environmental, economic, and any other data set. As GIS data and applications improve, the region is able to minimize or eliminate many of the technological and informational barriers to coordinated regional planning. Integration of aerial imagery and ‘Light Detection and Ranging’

(LiDAR) technology further facilitate information sharing and decision-making processes. SRTA is working to make technical data and analysis accessible, understandable, and relevant via the FarNorCalGIS regional platform and online portal (www.FarNorCalGIS.org) for map and data viewing.

Vehicle Emissions Modeling & Air Quality Monitoring

Shasta County is currently in attainment for federal air quality standards. SRTA supports goals and measures to reduce emissions, particulate matter and ozone production in Shasta County. SRTA utilizes the ShastaSIM regional travel demand model and the California mobile source emissions post-processing (EMFAC) model to evaluate the impact of transportation projects on air quality. On December 14, 2015, the US Environmental Protection Agency (USEPA) approved the latest California model, known as EMFAC 2014. The EMFAC2014 model will be utilized, as needed, for all on-road emissions analysis. A new version of the model, known as EMFAC 2017 (v1.0.2), was released March 1, 2018, but has yet to be approved by the USEPA.

TRANSPORTATION PROGRAMMING

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

Federal Transportation Improvement Program (FTIP)

The FTIP identifies regionally-significant transportation projects eligible for federal funding during the upcoming four-year period. The FTIP must include a financial plan demonstrating that programmed projects can be implemented with available funding. Federal regulations require an opportunity for public comment prior to FTIP approval. SRTA prepares and adopts the FTIP every two years. All projects funded by FHWA and FTA must be included in the FTIP. SRTA certifies that the FTIP is fiscally constrained and reflects accurate cost information before submitting to the state for inclusion in the Federal Statewide TIP (FSTIP). All federally-funded projects must be included in the FTIP and FSTIP to be authorized for federal funds.

State Transportation Improvement Program (STIP)

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

Regional Transportation Improvement Program (RTIP)

The purpose of the RTIP is to identify the region's transportation improvement priorities that are eligible for STIP funding. SRTA is required by the state to adopt and submit an RTIP by December fifteenth of each odd-numbered year (California Government Code 65082). Local jurisdictions, federal land management agencies and the public are consulted in the development of transportation projects for the RTIP. State and federal funding for certain categories of transportation projects is dependent on inclusion in the RTIP.

Overall Work Program (OWP)

The OWP is typically a one-year scope of work and budget for transportation planning activities and funding sources. The OWP is submitted to state and federal funding agencies as a grant application for FHWA and FTA metropolitan planning funds pursuant to 23 CFR 450.308. The OWP provides a comprehensive overview of the MPO's transportation planning activities and activities to be completed by other entities within the region during the state's fiscal year. Federal and state transportation planning certifications are included in the OWP approval process (appendices A, B and C). SRTA moved to a two-year OWP in FY 2017-2018. Moving forward, the first year of each two-year OWP will be approved annually in April by the SRTA Board of Directors, with the second year being illustrative and only for advance planning purposes.

PUBLIC PARTICIPATION AND INTERAGENCY COMMUNICATION

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

Public Participation and Inter-Governmental Consultation

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

SRTA's Public Participation Plan (PPP) was last updated in December 2016. General strategies include but are not limited to:

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

- Work with local mass media to encourage public awareness;
- Conduct surveys and other sampling techniques; and
- Utilize social media (Facebook, Twitter) to distribute information.

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

To assist SRTA in maintaining coordination and communication with the local jurisdictions within the county, a technical advisory committee is utilized. This committee is made up of representatives from each of the local jurisdictions, Caltrans, the Consolidated Transportation Services Agency (CTSA), Redding Area Bus Authority (RABA), Shasta County Air Quality Management District, and Redding Municipal Airport. This group reviews and advises the SRTA on all transportation planning policies and issues.

Consultation with Tribal Governments

Shasta County has two federally recognized tribal governments within its boundaries: the Redding Rancheria and the Pit River Tribe. Each tribe's transportation plan is reviewed and incorporated into RTP updates. In consultation with the two tribes, a formal consultation policy was adopted on June 28, 2011, consistent with the Code of Federal Regulations 23 U.S.C. 134 and 135. This policy involves early coordination, consultation, and participation measures as mandated by federal and state guidelines and references pertinent regulations and/or statutes to ensure that the needs of Native American Tribes are identified, considered, and addressed during the earliest stages of transportation projects.

Consultation with Federal Land Management Agencies (FLMA)

As appropriate, SRTA communicates and coordinates with federal and state land management agencies, including but not limited to the Bureau of Land Management, National Fish and Wildlife Service, U.S. Forest Service, National Parks, California Fish and Wildlife, California State Parks, and the Army Corps of Engineers. A formal FLMA consultation process was adopted in December 2016 and is included in Appendix F of SRTA's 2016 Shasta Participation and Partnership Plan (<http://www.srta.ca.gov/166/Public-Participation>).

Information Dissemination

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

Meetings and Inter-Jurisdictional Coordination

Coordination and partnerships among local, regional, state, and federal entities are utilized to identify and promulgate strategies, programs, and actions that most effectively and efficiently improve the region's transportation infrastructure. New issues, including travel demand modeling standards, performance measures, and the latest federal transportation law, benefit from collaborative workgroups of regional agencies and/or state and federal partners.

Recent projects such as the 2015 RTP (including Sustainable Communities Strategy pursuant to Senate Bill 375), South Redding Six Lane, ShastaFORWARD>> Regional Blueprint, Google Transit, 211Shasta, and the FarNorCalGIS regional mapping and data platform have included participation of local regional planning agencies, city councils, county supervisors, city managers, county administrative officers, tribal governments and federal land management agencies within Shasta and other counties in California's north state.

In 2010, sixteen regional transportation planning agencies from northern California signed a memorandum of agreement forming the North State Super Region (<http://www.superregion.org>). This alliance between the regional transportation planning agencies serves as a unified voice representing California's north state counties on issues related to transportation, economic development, land use, and other key policy and funding topics.



SYSTEM MANAGEMENT AND OPERATIONS

System management and operations analyzes regional transportation as an interconnected set of services and systems to improve system performance through better management and the use of the multimodal transportation network. This includes strategies to improve service delivery, enhance public safety, reduce traveler delays and improve traveler information. The following are activities conducted by SRTA.

Intelligent Transportation Systems (ITS)

Intelligent transportation systems (ITS) includes a variety of communications and technology infrastructure that improve traffic operations, efficiency, and safety as well as assist users in making 'smarter' travel choices. SRTA, in collaboration with Caltrans District 2, developed and published the region's ITS Architecture and Deployment Plan. This mandated document (23 CFR 940) serves as a framework for the deployment of ITS strategies. In October 2013, SRTA also completed the Integrated Traffic Data Collection and Management Plan for the Shasta County South Central Urban Region.



Coordination of Public Transportation

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

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

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

Each year, SRTA performs a Transit Needs Assessment consistent with California's Transit Development Act (TDA) and produces an Unmet Transit Needs report. SRTA also disperses TDA funds to eligible claimants for eligible transportation uses within the region. In addition to these activities, SRTA recently assumed a greater role in public transportation planning and coordination. In December 2014, SRTA completed a Coordination of Consolidated Transportation Service Agency (CTSA) Services Study, addressing transportation services between transit providers and those that operate safety-net transit services for elderly and disabled individuals who are generally outside of the Redding Area Bus Authority (RABA) service area. Activities and performance measures were identified to improve transit provider communication, cooperation, coordination, and consolidation. In October 2014, SRTA completed a Transit Technology Plan to investigate the potential of transit technology to improve the collection of transit data, the volume, diversity, and quality of transit data, and the ultimate delivery of public transit services.



Transportation Data Collection



Traffic counts, pavement condition assessments, collision and injury reports, and other transportation data are used to develop transportation plans and improvement programs as well as to improve safety for the traveling public. Data collection requires communication and coordination among multiple partners. Specific activities include the Highway Performance Management System (HPMS), Statewide Integrated Traffic Records System (SWITRS), and utilization of ITS

technology to gather data and monitor day-to-day operations.

Starting in FY 2016/17 SRTA moved in a new direction for data collection by focusing on more regional coordination of various activities. This effort will help to ensure consistency among data products and timely response to federal/state data inquiries including HPMS and performance measures reporting.

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SECTION 2 – CONSISTENCY WITH FEDERAL & STATE TRANSPORTATION PLANNING

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

CALIFORNIA PLANNING EMPHASIS AREAS

The FHWA California Division and Federal Transit Administration (FTA) Region IX provide ‘Planning Emphasis Areas’ (PEAs) to California MPOs. PEAs address key planning issues and topics identified during the review of metropolitan and statewide planning processes. An overview of the most recent California PEAs and references to pertinent FY 2018-2020 OWP work elements addressing these planning areas, are as follows:

1. **Core Planning Functions** – MPOs are reminded that their Overall Work Programs (OWP) must identify the Core Planning Functions and what work will be done during the program year to advance those functions. The FHWA and FTA request that all MPOs review the OWP development process to ensure all activities and products mandated by the metropolitan planning regulations are a priority for FHWA and FTA combined planning grant funding available to the region. The Core Functions are found in 23 CFR 450, Subpart C, and typically include:
 - Overall Work Program
 - Public Participation and Education
 - Regional Transportation Plan
 - Federal Transportation Improvement Program
 - Congestion Management Process (required for TMAs)
 - Annual Listing of Projects

SRTA has developed the FY 2018-2020 OWP to address the core planning functions. Each work element describes previous accomplishments, indicates product(s) to be delivered, provides a timeline, and indicates the responsible agency that would complete the work and how the work is to be financed. A table on page 21 indicates the nexus of each work element to the California PEAs.

2. **Performance Management** – When the federal transportation bill MAP-21 was passed in 2012 a new era focused on performance- and outcome-based planning and programming was established. This performance-based emphasis continued with the passage of the “Fixing America’s Surface Transportation” (FAST) Act in December 2015. Since 2012, a majority of MPOs in California have developed performance measures that inform their RTPs and federal transportation improvement programs (TIPs). MAP-21 and the FAST Act requires that the US Department of Transportation (DOT), in consultation with States, MPOs, and other stakeholders, establish performance measures in the areas of: safety; infrastructure condition; congestion

reduction; system reliability; freight movement and economic vitality; environmental sustainability; and reduced project delivery delays. MPOs are asked to identify their process for determining performance measures and targets in the OWP, even though final rulemakings are not complete.

Pending final adoption of national performance measures, Caltrans must develop and adopt performance targets within 18 months for the following measures described below. MPOs must adopt the statewide targets or develop regional targets within 6 months after the adoption of statewide targets. The performance measures include:

- Pavement condition for the Interstate System and remainder of the National Highway System;
- Performance of the Interstate System and remainder of the National Highway System;
- Condition of bridges on the National Highway System;
- Fatalities and serious injuries on all public roads:
 - Total number per category
 - Rate per vehicle miles traveled
- Traffic congestion;
- On-road mobile source emissions; and
- Assess freight movement on the Interstate System

Once performance measures are adopted by DOT, Caltrans should coordinate and consult with MPOs to develop statewide and regional targets for each measure listed above to incorporate into state and regional planning and programming activities. SRTA developed draft regional performance measures as part of the 2015 RTP. Starting in FY 2015/16 SRTA created a new work element (WE 701.03) dedicated to the development of regional performance measures and coordination of federal/state performance measures and targets. SRTA notes that development of targets and incorporation of them into planning and programming activities is dependent on the timing of federal and state processes first. It's anticipated that the first set of performance measures that will be adopted are related to safety. In 2016, SRTA participated in statewide discussions on how to develop State and regional targets for the national safety performance measures and continues to be involved in this process in 2017.

3. **State of Good Repair** – The federal transportation bills MAP-21 and the FAST Act place a new emphasis on restoring and replacing aging transportation infrastructure with the goal of bringing all systems into a state of good repair. MPOs have several new requirements, including:
 - Evaluate their transportation system to assess the capital investment needed to maintain a state of good repair;
 - Coordinate with transit providers in their region to incorporate Transit Asset Management (TAM) Plans prepared by the transit providers into the RTP; and
 - Include analysis of state of good repair needs and investments as part of the RTP update.

SRTA collects data and allocates funding as appropriate to ensure the longevity of existing transportation systems (WE 701.11, Transportation Data Collection and Reporting) and encourages local agencies to participate in the biennial California Statewide Local Streets and Roads Needs Assessment. SRTA's 2015 RTP included a review of the state of good repair for the region's transportation system and ITS infrastructure. Starting in FY 2016/17 SRTA is preparing to update the RTP and will incorporate Transit Asset Management plans prepared by transit providers (once adopted) and transit-related state of good repair needs and investments. In 2017 it is expected that RABA will develop and adopt transit state-of-good-repair targets by the January 1, 2018, reporting deadline. It's anticipated that a final TAM Plan may be adopted in 2018.

FEDERAL PLANNING PRIORITIES & FEDERAL PLANNING FACTORS

For federal fiscal year 2018/2019 the federal planning factors and federal planning priorities have been removed. It's anticipated that new federal priorities and factors will be available in the future.

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**Fiscal Years 2018-2019 Overall Work Program
Nexus to California Planning Emphasis Areas**

Work Elements	CALIFORNIA PLANNING EMPHASIS AREAS		
	Core Planning Functions	Performance Management	State of Good Repair
701.01	X	X	X
701.03	X	X	X
701.09	X	X	X
701.11		X	X
702.01	X	X	X
702.02	X	X	X
702.03			X
702.04	X		X
703.01		X	X
703.05			X
704.01	X		
705.01		X	X
705.02		X	X
705.05		X	X
706.02	X	X	X
706.06			X
706.07		X	X
706.08			X
706.09		X	X
707.01			X
707.02		X	X
707.03		X	X
707.04	X	X	X
707.07		X	X
708.03	X		X
708.04	X	X	X
801.01			X
901.02	X		X

INFORMATION ELEMENT – CALTRANS DISTRICT 2

SRTA and Caltrans District 2 share information and partner on a variety of transportation planning activities in the Shasta region. Below are descriptions of the activities anticipated by Caltrans District 2 in Shasta County for FY 2018/19.

OVERALL WORK PROGRAM MANAGEMENT

OBJECTIVE

To fulfill the State's responsibility in carrying out the review, monitoring and approval responsibility of Shasta Regional Transportation Agency (SRTA) Overall Work Program (OWP), in concert with Caltrans Headquarters Office of Regional Planning (ORP).

DESCRIPTION

Regulations and Statutes authorizing regional transportation planning are found primarily in Titles 23 and 49 of the United States Code (USC) and in section 65080 et seq., and 29532 et seq., of the California Government Code. Governing regulations are found in the Code of Federal Regulations (CFR) and the California Code Regulations.

Federal accounting and auditing requirements as per Titles 48 and 49 USC and CFR, and the Office of Management and Budget (OMB) and the Federal Transit Administration (FTA) Circulars and guidance. State accounting and auditing requirements per Government Code, the Public Utilities Code, the Public Contracts Code and the Health and Safety Code.

PREVIOUS AND ONGOING RELATED WORK

Monitor development and progress of the OWP Planning activities

- Administer FHWA PL and FTA section 5303 formula funds.
- Coordinate with HQ and SRTA staff the needed changes to improve process and content in the Request for Reimbursement and Quarterly Progress Reporting submittals.
- Continue to consult and coordinate with HQ and FHWA/FTA the implementation of early consultation process with regards to SRTA's preparation for the next FY's OWP.
- Continue to communicate and coordinate with SRTA and HQ ORP the resolutions to unresolved/reoccurring issues in previous OWP's.
- Assist Planning Managers in the administration of FHWA Strategic Partnership Grants under Caltrans Sustainable Transportation Planning Grant Program.

TASKS

- Transmit to SRTA the Federal and State guidance for the development of annual OWP.
- Review all drafts of OWPs to ensure that they meet the needs of statewide programs and/or policies.
- Circulate Draft OWP with a comment transmittal memo to HQ ORP District Liaison and other reviewers.
- Collect all draft OWP comments to include in a comprehensive letter to SRTA.

- Ensure all comments are included in the final OWP.
- Develop Caltrans District Work Elements for the regions planning activities.
- Review SRTA's quarterly reports for consistency and progress towards completion of their deliverables as noted in the OWP, and submit to HQ ORP District Liaison.
- Participate in OWP coordination and development meeting with FHWA, FTA and Caltrans HQ at SRTA's office building.
- Provide recommended approval letter, Draft and Final OWPs to HQ ORP and FHWA/FTA by their respective dates.
- Approve and send all additional OWP documentation, i.e., Amendments, Certifications and Assurances to ORP District Liaison.
- Review all RFRs to ensure expenditures are accurate, for eligible activities, for delivered products, and completed in accordance with work elements in the OWP and Federal and State requirements. Review, approve and submit to HQ ORP SRTA Year End Packages.

Products	Estimated Completion
Caltrans Work Elements for OWP Annual Update	March/April 2019
Progress reports on Caltrans OWP Activities	Quarterly
Reimbursement of CPG funds	Quarterly
Participation at policy level meetings	As needed
Amendment approval	As needed
Closeout Package for Discretionary funds	As needed

Estimated Cost by Funding Source	Estimated Person-Months and Costs
Not funded through the OWP process.	N/A

OBJECTIVE

To strengthen the connections between the Department's long-range planning efforts, regional planning and project selection process, and the districts Advance Planning corridor studies/project study reports/project initiation documents and programming function. To support a comprehensive project identification, selection and programming process.

DESCRIPTION

Provide a liaison role between Caltrans Planning, Programming, Operations and Design as well as coordination of local, State and federal programming [i.e. TIP/STIP – Interregional Transportation Improvement Program (ITIP) & State Highway Operations and Protection Program (SHOPP)], and planning documents [California Transportation Plan, Interregional Transportation Strategic Plan (ITSP). Regional Transportation Plan/Sustainable Communities Strategy, and Countywide Transportation Plans].

PREVIOUS AND ONGOING RELATED WORK

- Monitor and coordinate with Statewide Planning and Programming Initiatives (California Transportation Plan (CTP); CTC STIP guidelines and exercises.
- Monitor and coordinate with RTP and Sustainable Communities Strategies (SCS)
- Monitor 10-Year SHOPP Plan development and biennial STIP and SHOPP Cycles
- Manage and assist with Sustainable Communities/Strategic Partnership Planning Grants
- Review and approve amendments and scope changes to grant programs

TASKS

- Coordination between Office of System and Regional Planning and Headquarters Division of Transportation Planning (DOTP) on new initiatives and draft legislation emanating from the federal, State and regional levels.
- Monitor new Federal Reauthorization – Fixing America's Surface Transportation (FAST) Act
- Implementation and any new Federal Initiatives (ARA, TIGER, etc.)
- Assist in implementation of Sustainable Communities/Strategic Partnership Grant programs
- Provide technical assistance to regional and local partners regarding Sustainable Communities/Strategic Partnership Grant programs

Estimated Cost by Funding Source	Estimated Person-Months and Costs
Not funded through the OWP process.	N/A

OBJECTIVE

Ensure development-related safety impacts to users of state transportation facilities are identified and mitigated to the maximum extent feasible; achieve Caltrans Strategic Management Plan targets of increasing non-auto mode transportation shares by tripling bicycle, and doubling pedestrian and transit by 2020. To implement SB 743 requirements to reduce vehicle miles traveled to reduce greenhouse gas emissions. The LD/IGR programs achieves these goals by reviewing and commenting on federal, state and local environmental documents prepared pursuant to the National Environmental Policy Act and the California Environmental Quality Act (CEQA).

DESCRIPTION

Local Development-Intergovernmental Review is a mandated ongoing collaboration between public and private stakeholders focused primarily on reducing vehicle trips associated with local development. Accordingly LD/IGR ensures that the local land use planning process results in a variety of transportation choices, especially transit, walking and bicycling. LD/IGR professionals collaborate with stakeholders to achieve a shared vision in promoting sustainable land use development patterns that accommodate a sufficient housing supply near population and job centers. LD/IGR professionals consult with local jurisdictions early and often to provide timely and technically accurate information and share analytical methodologies with stakeholders including local government decision makers.

PREVIOUS AND ONGOING RELATED WORK

LD/IGR professionals coordinate review of environmental and technical documents for local development projects with a diverse array of experts from a variety of disciplines; comments are collected and analyzed and transmitted to Lead Agencies (LA's) as "CEQA Letters" that identify potential impacts to state facilities. LD/IGR professionals advocate for mitigation in the form of traffic impact fees, Transportation Demand Management Programs, enhancing options for using transit and for bicycling and walking. LD/IGR professionals liaise with LA's, developers and consultants whenever possible, and review encroachment permits for compliance with CEQA and to ensure that agreed upon mitigation measures are implemented.

TASKS

- LD/IGR professionals engage with stakeholders including Caltrans functional units, discipline experts, project proponents, LA's through strategic partnerships to implement the SB 743 focus on Vehicle Miles Travelled, address potential safety impacts from local development and actively pursue fair share mitigation fees with local partners (Meeting New Challenges through Teamwork)
- Through strategic partnerships with stakeholders including LA's, consultants and project proponents, LD/IGR professionals collaborate on traffic analysis through early consultation, including support for establishing multimodal and regional impact fees.
- Leverage LD/IGR professional training to maximize opportunities to enhance bike, ped, ADA, transit and Transportation Demand Management improvements through CEQA review of environmental documents; this supports Caltrans Strategic Management Plan targets of increasing active transportation (Sustainability, Livability & Economy).

- Utilize leadership by representing Caltrans on Technical Advisory Committees, develop strategic partnerships with LA's to collaborate on land use and transportation projects affecting Caltrans.
- Collaborate with Environmental Analysis, System Planning, Permits, Project Management, Right of Way and other functional units by providing project history and previous responses to LA's
- Utilize Leadership in collaboration with our local partners to incorporate LA Conditions of Approval and Mitigation Monitoring Reports in CEQA records
- Engage with Headquarters and the Office of Planning and Research for training, interpreting and implementing SB 743-mandated changes to CEQA analysis and
- Pro-actively works with tribal governments to mitigate traffic impacts from proposed tribal projects (System Performance)

Products	Estimated Completion
Written comments to LA's on Their proposed projects and environmental Documents.	Ongoing
Documents on Tribal government-to-government Relations.	Ongoing

Estimated Cost by Funding Source	Estimated Person- Months and Costs
Not funded though the OWP process.	N/A

DISTRICT TRANSIT REPRESENTATIVE

OBJECTIVE

- To encourage alternative modes of transportation on the State Highway System
- To leverage the existing State Highway System to promote and enhance alternative transportation mode opportunities

DESCRIPTION

The District Transit Representative seeks opportunities to increase mobility options within the State Highway System (SHS). This function assists the department in meeting goals with AB32, SB 375 and SB 391 by promoting alternative transportation modes to decrease vehicle miles traveled and associated greenhouse gas emissions and increasing the efficiency of the SHS. Specifically, emphasis is placed on three areas: 1) leveraging the existing SHS to promote faster transit service, 2) promoting connectivity and integration of all rail systems, and 3) enhancing the existing District Park and Ride program. Internally work with other functional units to ensure transit/rail/Park and Ride accommodations are included in Caltrans plans and projects. The District Transit Representative also collaborates with the Division of Rail and Mass Transportation (DRMT) and the Division on Research Innovation and System Information (DRISI) on statewide modal issues. Externally the DTR develops partnerships with other agencies to promote and enhance strategies that encourage alternative modes of transportation.

TASKS

- Coordinate with local agencies to improve the State Highway System to optimize alternative modes of transportation.
- Review Caltrans project development documents and ensure that alternative modes of transportation are considered and accommodated wherever feasible.
- Participate on DRMT working groups
- Provide project management support for transit projects on State Highway System
- Participate in Project Development Teams (PDTs) for projects with transit components
- Comment on Caltrans projects for transit accommodations
- Manage 5311 and 5311(f) Grants for transit capital and operating assistance
- Work with DRMT staff collecting Standard Agreements, Amendment requests Forms, transit procurement forms, Disadvantaged Business Enterprise semi-annual reports, etc.
- Conduct compliance monitoring, including third party operating agreement and procurement reviews
- Distribute DRMT policy and program announcements to local agencies
- Provide technical assistance to local agencies

Estimated Cost by Funding Source	Estimated Person- Months and Costs
Not funded through the OWP process.	

SECTION 3 – FY 2018/19 REGIONAL PRIORITIES

The OWP seeks to balance a wide range of needs and responsibilities. Each year, however, there are several stand-out needs and/or policy directions relevant to current issues and challenges. A primary focus is implementation of the 2018 RTP, which will be adopted in June 2018. The following regional priorities have been identified for FY 2018/19:

- **Sustainable Development Program** – Continue to cultivate public-private partnerships to compete for capital funding opportunities, focusing on: 1) increasing housing and jobs within Strategic Growth Areas; and 2) joint economic development initiatives that enhance the utilization of existing transportation systems and avoid or minimize adverse environmental impacts.
- **Performance Measures** – Focus areas will include: 1) track the effectiveness of regional and local projects, programs and policies in meeting RTP objectives, greenhouse gas emissions targets and regional performance measure targets; 2) maintain and strategically develop transportation data, modeling tools, and spatial analysis capabilities needed for developing targets and tracking progress towards federal and state performance measures; and 3) prepare and develop regional performance measures for each of the required federal performance measure categories.
- **Active Transportation** – Focus areas include: 1) implement the GoShasta regional active transportation plan by working with regional partners to ready priority projects for construction grant funding; 2) initiate an active transportation count program through the placement of bike/pedestrian counters at key activity centers and/or through acquisition of “big data”; 3) support local efforts in preparing construction grant-ready active transportation projects located within, or directly serving, Strategic Growth Areas; and 4) utilize SRTA’s non-motorized program funds to leverage other capital grant programs for regional projects.
- **Goods and Freight Movement** – Develop a goods and freight movement program, in consultation with Caltrans and regional public and private partners, that targets current and anticipated funding opportunities. Focus areas include: 1) supporting the development of consolidated transport of regional commodities within the North State and to external markets; 2) pursuit of public-private economic development initiatives that would benefit from enhanced transportation infrastructure, services, technologies, and policies; and 3) development of a multi-region Interstate 5 comprehensive corridor management strategy.
- **Alternative Fuels Vehicle Infrastructure Planning** – Continue to implement the Upstate Region Plug-in Electric Vehicle (PEV) Readiness Plan by creating a local program of projects for charging stations and capital grant funding. Focus areas include: 1) pursue development of a regional incentive program for electric vehicles and related infrastructure; 2) encourage the integration of PEV infrastructure into new development projects; and 3) support electrification of commercial and public fleets where feasible.
- **Interregional and Intermodal Connections** – Develop and enhance a regional multi-modal infrastructure network and complementary services in coordination with regional and local agency partners. Focus areas include: 1) linking active transportation facilities to transit and activity centers; 2) integrating local, regional and state transit systems for North State Express bus service

implementation by FY 2019/20; and 3) coordinating with the North State Super Region on public transportation services.

- **Enhanced Delivery of Public Transportation** – Support communication and coordination between the region’s public transportation service providers in order to increase efficiency and better respond to rider needs. Focus areas include: 1) supporting updates to transit asset management plans and related performance targets; 2) planning and implementing an on-demand Sunday transit service demonstration project; 3) collecting public transportation data for performance measures; and 4) developing a comprehensive public transportation funding strategy, that includes strategies for increasing services to/from and in disadvantaged communities.
- **System Efficiency** – Support planning and implementation of projects that enhance and improve the operational efficiency and throughput of the transportation system while considering current and future transportation trends, including new technologies and changing travel behavior. Focus areas include: 1) planning and implementation of Intelligent Transportation Systems (ITS) technologies; 2) identifying and supporting projects that reduce the use of single-occupancy vehicles; and 3) determining the ability of the region to prepare for a predominantly all electric vehicle and/or autonomous vehicle fleet.
- **System Preservation** – Focus on a “fix it first” approach to preserving and improving the region’s transportation infrastructure including highways, roads, bridges, transit, bicycle and pedestrian facilities. This approach focuses on three key aspects for the region: 1) maintain already existing infrastructure and services so that they don’t deteriorate further; 2) improve existing infrastructure and services that have deteriorated up to a satisfactory level; and 3) provide new infrastructure and services when adequate funds are available to build and maintain that infrastructure or service. Activities that support these efforts include: 1) collection and monitoring of data on the overall health of the region’s facilities; 2) identify strategies and measures that help to preserve the transportation system and share information with regional partners; 3) focus funding on projects that implement multi-modal, complete streets rather than project studies; and 4) identify and advocate funding strategies that help bring resources to the region.

SECTION 4 – BUDGET AND WORK PROGRAM

FY 2018/19 BUDGET

The following revenue and expenditures summary charts provide an overview of SRTA's finances, including funds used by RABA and local agency partners for planning and public transportation. Additional detail is provided in the individual work element worksheets that follow.

[New graphs and charts will be available in the final draft document presented to the SRTA Board of Directors in April 2018.]

FY 2018-2019 WORK PROGRAM

SRTA's work program is divided into nine work element series. Within each series are work elements describing a single category of work. Each work element includes:

- Budgeted expenditures by recipient;
- Revenue by fund source;
- Previous accomplishments;
- Objectives;
- Discussion describing the purpose and extent of the work element;
- Products;
- Work tasks/activities;
- Responsible agency; and
- Schedule.

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SHASTA REGIONAL TRANSPORTATION AGENCY - Summary of 2018/19 Overall Work Program Funding Requirements															
Work Element	Description	FHWA PL	State Toll Credits	FHWA PL C/O	FTA 5303	FTA 5303 Carryover	FTA 5304	LTF	TDA	PPM	Non-Motorized Grants	Other (NSSR, Shasta Coll)	Reimb. & Planning Grants	SRTS	Total By Fund Source Proof
		100.00%	11.47%	100%	100%	100%		100%	100%	100%	100%	100%	100%	100%	
701	System Planning		Excluded from Totals												
701.01	Regional Transportation Plan	\$ 104,158	11,947												\$ 104,158
701.03	Performance Measures	\$ 58,760	6,740												\$ 58,760
701.09	Air Quality	\$ 15,937	1,828												\$ 15,937
701.11	Transportation Data Collection & Reporting	\$ 31,291	3,589												\$ 31,291
	Total Work Element 701	\$ 210,146	24,104	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 210,146
702	Work Program and Administration														
702.01	Transportation Improvement Programs (TIPS)	\$ 84,831	9,730												\$ 84,831
702.02	Overall Work Program	\$ 94,265	10,812												\$ 94,265
702.03	Grant Writing and Technical Assistance							\$ 35,178							\$ 35,178
702.04	Sustainable Development Incentive Program		12,044	\$ 105,000				\$ -		\$ 30,252					\$ 135,252
	Total Work Element 702	\$ 179,095	\$ 32,586	\$ 105,000	\$ -	\$ -	\$ -	\$ 35,178	\$ -	\$ 30,252	\$ -	\$ -	\$ -	\$ -	\$ 349,526
703	Non-Motorized														
703.01	Active Transportation Planning	\$ 67,826	7,780							\$ 18,000					\$ 85,826
703.05	Sustainable Shasta		6,067	\$ 52,892			\$ 117,015			\$ 66,494					\$ 236,401
	Total Work Element 703	\$ 67,826	13,846	\$ 52,892	\$ -	\$ -	\$ 117,015	\$ -	\$ -	\$ 84,494	\$ -	\$ -	\$ -	\$ -	\$ 322,228
704	Public and Agency Participation														
704.01	Public Information & Participation		6,166	\$ 53,754				\$ 13,439							\$ 67,193
	Total Work Element 704	\$ -	6,166	\$ 53,754	\$ -	\$ -	\$ -	\$ 13,439	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 67,193
705	Technology Applications														
705.01	ITS Planning & Development									\$ 17,616					\$ 17,616
705.02	GIS Applications	\$ 55,024	6,311									\$ 2,000			\$ 57,024
705.05	Regional Modeling & Forecasting Tools	\$ 52,188	52,188												\$ 52,188
	Total Work Element 705	\$ 107,212	58,499	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,616	\$ -	\$ 2,000	\$ -	\$ -	\$ 126,828
706	Public Transportation Planning														
706.02	Public Transportation Planning & Coordination		9,187		\$ 69,789	\$ 10,310		\$ 36,000							\$ 116,099
706.06	Greenhouse Gas Reduction Fund Programs							\$ 25,120						\$ -	\$ 25,120
706.07	North State Express Connect Business Plan		1,112	\$ 9,691						\$ 25,000			\$ 17,351		\$ 52,042
706.08	Sunday Transit Service Demo Project		0					\$ 49,106							\$ 49,106
706.09	North State Intercity Bus System Administration and Operations											\$ 63,690			\$ 63,690
	Total Work Element 706	\$ -	10,299	\$ 9,691	\$ 69,789	\$ 10,310	\$ -	\$ 110,226	\$ -	\$ 25,000	\$ -	\$ 63,690	\$ 17,351	\$ -	\$ 306,057
707	Special Projects														
707.01	Corridor Studies & Project Review		3,508	\$ 30,587											\$ 30,587
707.02	Safe Routes to School Non-Infrastructure Grant													\$ 180,944	\$ 180,944
707.03	Alternative Fuels Vehicle Planning		3,654	\$ 31,861											\$ 31,861
707.04	Goods & Freight Coordination and Planning	\$ 19,579	2,246							\$ 51,845					\$ 71,424
707.07	RCEA Hydrogen Fuel-Cell Readiness Project		715	\$ 6,234								\$ 2,000			\$ 8,234
	Total Work Element 707	\$ 19,579	10,124	\$ 68,682	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 51,845	\$ -	\$ 2,000	\$ -	\$ 180,944	\$ 323,050
708	Manage Transportation Development Act														
708.03	Transportation Development Act							\$ 131,209							\$ 131,209
708.04	Transit and CTSA Agency Administration							\$ 28,206	\$ 564,000						\$ 592,206
	Total Work Element 708	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ 159,414	\$ 564,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 723,414
800	Other														
801.01	North State Super Region											\$ 8,403			\$ 8,403
	Total Work Element 800	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,403	\$ -	\$ -	\$ 8,403
900	Local Agency Projects														
901.02	Victor Avenue Corridor Phasing Plan		574	\$ 5,000											\$ 5,000
	Total Work Element 900	\$ -	574	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Total of Budget by Fund Source		\$ 583,858	156,197	\$ 295,019	\$ 69,789	\$ 10,310	\$ 117,015	\$ 318,257	\$ 564,000	\$ 209,208	\$ -	\$ 76,093	\$ 17,351	\$ 180,944	\$ 2,441,845
Planning/Administration Funds by Jurisdiction															
	SRTA	\$ 583,858	\$ -	\$ 290,019	\$ 69,789	\$ 10,310	\$ 117,015	\$ 318,257	\$ -	\$ 209,208	\$ -	\$ 76,093	\$ 17,351	\$ -	\$ 1,691,901
	RABA Administration							\$ 540,000			\$ -				\$ 540,000
	City of Redding			\$ 5,000							\$ -				\$ 5,000
	City of Shasta Lake										\$ -				\$ -
	City of Anderson										\$ -				\$ -
	Cty of Shasta- Health & Human Services										\$ -		\$ 180,944		\$ 180,944
	County of Shasta- TDA Administration							\$ 24,000			\$ -				\$ 24,000
	Total Plng/Admin Funds by Juris.	\$ 583,858	\$ -	\$ 295,019	\$ 69,789	\$ 10,310	\$ 117,015	\$ 318,257	\$ 564,000	\$ 209,208	\$ -	\$ 76,093	\$ 17,351	\$ 180,944	\$ 2,441,845
Capital Infrastructure & Transit Agency Operations															
	Description	RSTP	LTF	STA	LCTOP	Carryover									Total By Fund Source Proof
	STBGP - Streets & Roads	\$ 1,639,011													\$ 1,639,011
	LTF Streets & Roads		\$ 3,124,305												\$ 3,124,305
	LTF Transit Operation		TBD												\$ -
	STA Transit Operation			TBD											\$ -
	Low-Carbon Transit Oper Program				\$ 231,865										\$ 231,865
	CTSA		TBD												\$ -
	Beach Bus		\$ -												\$ -
	Rural Non-motorized		TBD												\$ -
	2% TDA Bike & Pedestrian Program		\$ -												\$ -
	Total Operational and Capital	\$ 1,639,011	\$ 3,124,305	\$ -	\$ 231,865	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,995,181

Reconciliation of OWP Expenditures to Overall Budget OWP Expenditures		
Expenditures per OWP	\$	2,441,845
Add:Suite 101/102 Rental Expenses not in OWP	\$	42,200
Less: TDA Administration not in Overall Budget	\$	(564,000)
2015-16 IDC Carryover	\$	(148,734)
Expenditures per Overall Budget OWP Expenditures	\$	1,771,311

SHASTA REGIONAL TRANSPORTATION AGENCY - Summary of 2019/20 Overall Work Program Funding Requirements															
Work Element	Description	FHWA PL	State Toll Credits	FHWA PL C/O	FTA 5303	FTA 5303 Carryover	FTA 5304	LTF	TDA	PPM	Non-Motorized Grants	Other (NSSR, Shasta Coll)	Reimb. & Planning Grants	SRTS	Total By Fund Source Proof
		100%	11.47%	100%	100%	100%		100%	100%	100%	100%	100%	100%	100%	
701	System Planning		Excluded from Totals												
701.01	Regional Transportation Plan	\$ 106,429	12,207												\$ 106,429
701.03	Performance Measures	\$ 60,513	6,941												\$ 60,513
701.09	Air Quality	\$ 16,163	1,854												\$ 16,163
701.11	Transp Data Collection & Reporting	\$ 31,851	3,653												\$ 31,851
	Total Work Element 701	\$ 214,956	24,655	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 214,956
702	Work Program and Administration														
702.01	Transportation Improvement Programs	\$ 73,433	8,423												\$ 73,433
702.02	Overall Work Program	\$ 102,986	11,813												\$ 102,986
702.03	Grant Writing and Technical Assistance							\$ 42,039							\$ 42,039
702.04	Sustainable Development Incentive Program		0	\$ -				\$ -		\$ 16,263					\$ 16,263
	Total Work Element 702	\$ 176,419	20,235	\$ -	\$ -	\$ -	\$ -	\$ 42,039	\$ -	\$ 16,263	\$ -	\$ -	\$ -	\$ -	\$ 234,721
703	Non-Motorized														
703.01	Active Transportation Planning	\$ 86,395	9,909												\$ 86,395
703.05	Sustainable Shasta		2,758	\$ 24,044			\$ -			\$ 18,276					\$ 42,320
	Total Work Element 703	\$ 86,395	12,667	\$ 24,044	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,276	\$ -	\$ -	\$ -	\$ -	\$ 128,715
704	Public and Agency Participation														
704.01	Public Information & Participation	\$ 48,544	5,568					\$ 12,136							\$ 60,680
	Total Work Element 704	\$ 48,544	5,568	\$ -	\$ -	\$ -	\$ -	\$ 12,136	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,680
705	Technology Applications														
705.01	ITS Planning & Development									\$ 18,093					\$ 18,093
705.02	GIS Applications	\$ 26,910	3,087									\$ -			\$ 26,910
705.05	Regional Modeling	\$ 57,060	6,545	\$ -											\$ 57,060
	Total Work Element 705	\$ 83,970	9,631	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,093	\$ -	\$ -	\$ -	\$ -	\$ 102,064
706	Public Transportation Planning														
706.02	Public Transportation Plng & Coord		6,837		\$ 59,606			\$ 81,016							\$ 140,622
706.06	Greenhouse Gas Reduction Fund		0					\$ 24,149							\$ 24,149
706.07	North State Express Connect		0	\$ -				\$ -					\$ -		\$ -
706.08	Sunday Transit Service Demo Project		0					\$ 52,720							\$ 52,720
706.09	North State Intercity Bus System Administration and Operations												\$ 52,720		\$ 52,720
	Total Work Element 706	\$ -	6,837	\$ -	\$ 59,606	\$ -	\$ -	\$ 157,885	\$ -	\$ -	\$ -	\$ -	\$ 52,720	\$ -	\$ 270,212
707	Special Projects														
707.01	Corridor Studies & Project Review		3,777	\$ 32,932											\$ 32,932
707.02	Safe Routes to School Grant									\$ 4,920					\$ 4,920
707.03	Alternative Fuels Vehicle Planning		3,770	\$ 32,867											\$ 32,867
707.04	Freight & Goods Movement Plng									\$ 90,373					\$ 90,373
707.07	RCEA Fuel-Cell Readiness Project														\$ -
	Total Work Element 707	\$ -	7,547	\$ 65,798	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95,293	\$ -	\$ -	\$ -	\$ -	\$ 161,091
708	Manage Transportation Development Act														
708.03	Transportation Development Act							\$ 111,749							\$ 111,749
708.04	Transit and CTSA Agency Administration							\$ 28,617	\$ 575,000						\$ 603,617
	Total Work Element 708	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ 140,366	\$ 575,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 715,366
800	Other														
801.01	North State Super Region											\$ 7,947			\$ 7,947
	Total Work Element 800	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,947	\$ -	\$ -	\$ 7,947
900	Local Agency Projects														
901.02	Victor Avenue Corridor Phasing Plan	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Work Element 900	\$ -	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total of Budget by Fund Source		\$ 610,284	87,141	\$ 89,843	\$ 59,606	\$ -	\$ -	\$ 352,426	\$ 575,000	\$ 147,925	\$ -	\$ 7,947	\$ 52,720	\$ -	\$ 1,895,750

Planning/Administration Funds by Jurisdiction																														
	SRTA	\$	610,284	0	\$	89,843	\$	59,606	\$	-	\$	-	\$	352,426	\$	21,000	\$	147,925	\$	-	\$	7,947	\$	52,720	\$	-	\$	1,341,750		
	RABA Administration														\$	530,000												\$	530,000	
	City of Redding																												\$	-
	City of Shasta Lake																												\$	-
	City of Anderson																												\$	-
	City of Shasta- Health & Human Services																												\$	-
	County of Shasta- TDA Administration															\$	24,000												\$	24,000
	Total Plng/Admin Funds by Juris.	\$	610,284	0	\$	89,843	\$	59,606	\$	-				\$	352,426	\$	575,000	\$	147,925	\$	-	\$	7,947	\$	52,720	\$	-	\$	1,895,750	

Capital Infrastructure & Transit Agency Operations															
	Description	RSTP	LTF	STA	LCTOP	Carryover									Total By Fund Source Proof
	RSTP Streets & Roads	\$ 1,654,019													\$ 1,654,019
	LTF Streets & Roads		\$ 4,540,027												\$ 4,540,027
	LTF Transit Operation		TBD												\$ -
	STA Transit Operation			TBD											\$ -
	SRTA		\$ -												\$ -
	Low-Carbon Transit Oper Program				\$ 228,000										\$ 228,000
	CTSA		TBD												\$ -
	Rural Non-motorized 15-16		\$ -												\$ -
	Rural Non-motorized 14-15		\$ -												\$ -
	Rural Non-motorized 16-17		\$ -												\$ -
	Rural Non-motorized 17-18		\$ -												\$ -
	2% TDA Bike & Pedestrian Program		\$ -												\$ -
	Total Operational and Capital	\$ 1,654,019	\$ 4,540,027	\$ -	\$ 228,000	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,422,046

Reconciliation of OWP Expenditures to Overall Budget OWP Expenditures		
Expenditures per OWP	\$	1,895,750
Add:Suite 101/102 Rental Expenses not in OWP	\$	42,200
Less: TDA Administration not in Overall Budget	\$	575,000
2015-16 IDC Carryover	\$	(148,734)
Expenditures per Overall Budget OWP Expenditures	\$	2,364,216

WORK ELEMENT 700.98					Indirect Cost PTO			
Agency: SRTA		Total Budget (FY 2018/19): \$64,637			Estimated Budget (FY 2019/20): \$ 61,698			
ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20								
Staff Allocations	FY 2018/19				FY 2019/20			
	Expenditures	Amount			Expenditures	Amount		
SRTA								
Personnel - Direct PTO Salaries	\$ 64,637				\$ 61,698			
TOTAL:	\$ 64,637				\$ 61,698	\$ -	\$ -	\$ -
Previous Accomplishments Kept records of paid time off.								
Objective To record paid time off in a separate work element.								
Discussion Caltrans requires that paid time off be separately recorded and reported.								
Product 1: Indirect Cost PTO								
Task/Activity						Resp. Agency	Schedule	
1.1	Record paid time off					SRTA	Jul 2018 - Jun 2020	

WORK ELEMENT 700.99			Indirect Cost Allocation Plan			
Agency: SRTA		Total Budget (FY 2018/19): \$ 604,170	Estimated Budget (FY 2019/20): \$ 574,749			
ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20						
Services & Supplies	FY 2018/19				FY 2019/20	
	Amount (\$)	Total Expenditures INDIRECT			Amount (\$)	Total Expenditures INDIRECT
SRTA						
Building Occupancy:						
Depreciation (Suite 202)	44,300	44,300			48,000	48,000
Interest	20,800	20,800			22,000	22,000
Insurance	3,200	3,200			3,200	3,200
Repairs	2,700	2,700			2,000	2,000
Janitorial	8,000	8,000			4,000	4,000
Elevator	300	300			600	600
Landscape	1,500	1,500			1,800	1,800
Taxes	100	100			100	100
Security	3,200	3,200			2,500	2,500
Utilities	10,400	10,400			14,000	14,000
Advertising	1,300	1,300			1,000	1,000
Copier	6,000	6,000			6,000	6,000
Communication	11,000	11,000			8,500	8,500
Depreciation	6,300	6,300			1,300	1,300
Books and Educational Materials	1,000	1,000			1,000	1,000
Office Supplies	14,000	14,000			7,000	7,000
Computer Support	28,000	28,000			22,200	22,200
Dues/Subscriptions	8,500	8,500			8,500	8,500
Postage	2,000	2,000			2,000	2,000
Educational Training	1,000	1,000			1,000	1,000
Repairs and Maintenance	1,000	1,000			1,000	1,000
Software	8,000	8,000			8,000	8,000
Public Notice	500	500			500	
Travel	5,000	5,000			4,000	4,000
Licenses	500	500			500	500
Meetings	1,000	1,000			1,000	1,000
Insurance	6,000	6,000			7,000	7,000
Audit/Acturial Services	20,400	20,400			20,600	20,600
Legal Services	8,000	8,000			3,000	3,000
Personnel Services	12,500	12,500			12,500	12,500
Small Office Equipment	10,000	10,000			10,000	10,000
Conference/training	4,000	4,000			4,000	4,000
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Regional Transportation Plan (RTP)

Estimated Budget (FY 2019/20): \$ 106,429

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19					0				
	Expenditures		Revenue by Fund Source (\$)			Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	FHWA PL Cash	Toll Credits Cash	Total FHWA	Direct	Indirect	FHWA PL Cash	Toll Credits Cash	Total FHWA
SRTA										
Personnel	\$ 55,913	\$ 43,903	\$ 88,367	\$ 11,449	\$ 99,816	\$ 57,402	\$44,649	\$ 90,346	\$ 11,705	\$ 102,051
Services & Supplies	\$ 3,000		\$ 2,656	\$ 344	\$ 3,000	\$ 3,000		\$ 2,656	\$ 344	\$ 3,000
Human Resources	\$ 1,342		\$ 1,188	\$ 154	\$ 1,342	\$ 1,378		\$ 1,220	\$ 158	\$ 1,378
Consultant	\$ -		\$ -		\$ -	\$ -		\$ -		\$ -
TOTAL:	\$ 60,255	\$ 43,903	\$ 92,211	\$ 11,947	\$ 104,158	\$ 61,780	\$44,649	\$ 94,221	\$ 12,207	\$ 106,429

Previous Accomplishments

The 2018 RTP & Sustainable Communities Strategy, and supplemental environmental impact report was adopted in June 2018. SRTA worked with the California Air Resources Board to develop revised SB 375 targets for year 2035. Due to the timing of CARB's adoption of targets, these new targets will be included in the 2022 RTP/SCS.

Objective

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

Discussion

The RTP is prepared in compliance with state (California Government Code Section 65080 et seq.) and federal (U.S. Code Title 23, Section 134 et seq.) regulations governing regional and metropolitan transportation planning. The RTP represents a 20 year planning horizon and includes a Sustainable Communities Strategy pursuant to Senate Bill 375, which identified a set of strategies that, if implemented, would help the region meet its SB 375 greenhouse gas emissions reduction target. SRTA is now on schedule to update the RTP/SCS every four years. Consequently, with adoption of the 2018 RTP/SCS, local agencies will receive an 8-year Regional Housing Needs Allocation from the State and now only need to update the Housing Element of their General Plans every eight years. New MAP-21 and FAST Act provisions must be included in the RTP, including state and/or regional performance targets and new items related to transit services. SRTA will update the RTP as needed to address each new federal/state performance measure when they are adopted.

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

Product 1:	2018 RTP management, maintenance, and progress reports
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Product 1: 2018 RTP management, maintenance, and progress reports		Resp. Agency	Schedule
Task/Activity		SRTA	Jul 2018 - Apr 2020
1.1	Routinely evaluate agency progress toward the 2018 RTP vision and accompanying goals, objectives, and implementation strategies and report to board of directors.		
1.2	Create web maps showing completed RTP projects, short-term anticipated projects, and future planned projects. As appropriate, link performance metrics to individual and/or grouped projects.		
1.3	Update RTP as needed for consistency with national, state or local agency plans, programs or laws, including federal/state performance measures.		
Product 2: 2018 RTP implementation, including SCS			
Task/Activity		Resp. Agency	Schedule
2.1	Cultivate RTP priority projects for capital funding. Cultivate projects that implement the Sustainable Communities Strategy, including infill and redevelopment projects to compete for capital funding opportunities. Includes interagency and private sector communication and coordination.	SRTA	Jul 2018 - Apr 2020
2.2	Participate in interagency meetings that support the implementation of the RTP/SCS, including: California Transportation Plan Policy Advisory Committee, Strategic Highway Safety Plan, local jurisdiction council/board meetings, and/or similar such meetings.		
Product 3: 2022 Regional Transportation Plan			
Task/Activity		Resp. Agency	Schedule
3.1	Monitor and collect updated data on travel behavior, transit ridership, land use and other data.	SRTA	Jul 2018 - Jun 2020
3.2	Monitor and track federal or state laws that impact RTP planning process.		

WORK ELEMENT 701.03						Performance Measures					
Agency: SRTA		Total Budget (FY 2018/19): \$ 58,760				Estimated Budget (FY 2019/20): \$ 60,513					
ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20											
Staff Allocations and Funding Requirements		FY 2018/19					0				
		Expenditures		Revenue by Fund Source (\$)			Expenditures		Revenue by Fund Source (\$)		
		Direct	Indirect	FHWA PL Cash	Toll Credits Cash	Total FHWA	Direct	Indirect	FHWA PL Cash	Toll Credits Cash	Total FHWA
SRTA											
Personnel		\$ 32,915	\$ 25,845	\$ 52,020	\$ 6,740	\$ 58,760	\$ 34,048	\$ 26,465	\$ 53,572	\$ 6,941	\$ 60,513
Services & Supplies		\$ -		\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
Human Resources		\$ -		\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
TOTAL:		\$ 32,915	\$ 25,845	\$ 52,020	\$ 6,740	\$ 58,760	\$ 34,048	\$ 26,465	\$ 53,572	\$ 6,941	\$ 60,513
Previous Accomplishments											
Monitored the development of MAP-21 performance-based planning, including federal rulemakings on performance measures. Monitored and participated in the development of 2016 Regional Transportation Improvement Program (RTIP) performance indicators and measures. Adopted regional Safety performance measure targets by support state adopted safety targets. Participated in webinars and meetings regarding transportation asset management, pavement, bridge and System Performance/Freight/CMAQ performance measure targets.											
Objective											
Develop and maintain performance metrics in support of planning, decision-making, regulatory compliance, and transportation funding.											
Discussion											
The use of performance measures has increased in recent years beyond traditional measures of traffic operations. New measures were introduced by the passage of the federal transportation bill (MAP-21) in 2012 and state legislation. Discretionary transportation grant programs likewise reference a wide range of performance measures when selecting projects for funding. Performance measures allow the region to: track trends in key policy areas; measure progress toward mandates and regional goals; and evaluate the effectiveness of regional mobility strategies. State goals and targets are being developed in stages for each performance measure over the next two years. California's first Safety (PM1) performance measure targets were adopted in August of 2017. MPOs must develop regional targets within six months of state target adoption. Performance measure targets must be incorporated into SRTA's Regional Transportation Plan and Transportation Improvement Programs each time they are updated.											
Note: Consultant support using travel demand modeling and Geographic Information Systems (GIS) analyses are budgeted under WE 705.05 and WE 705.02 respectively.											
Product 1: Transportation Performance Measures for the Shasta County Region											
Task/Activity							Resp. Agency		Schedule		
1.1	Review final federal performance measure rulemakings including established targets, required data sources and methodologies for developing, quantifying and reporting on regional targets.						SRTA		Jul 2018 - Jun 2020		
1.2	Participate in statewide technical work groups and training related to the development of performance measures, goals, and targets.								As needed		
1.3	Organize and conduct meetings with regional partners (Caltrans and local agencies), as needed, to develop regional goals and targets. Prepare agendas, host regular meetings, and document input.								Jul 2018 - Jun 2020		
1.4	Update and refine initial regional performance measures developed as part of the 2015 RTP/SCS and technical methodologies associated with each target/measure.								As needed		
1.5	Conduct public outreach and present measures and targets to SRTA Board of Directors.								As needed		
1.6	Maintain and update SRTA's performance measure website pages.								As needed		
Product 2: PM 1 - Safety Performance Measure Targets											
Task/Activity							Resp. Agency		Schedule		
2.1	Participate in statewide meetings and discussions regarding annual targets. Review draft data. Provide input as needed on methodologies and targets.						SRTA		Apr - Nov 2018/ Apr - Nov 2019		
2.2	Review final state performance targets and determine approach for regional targets.								Dec 2018/ Dec 2019		
2.2	Draft and present recommendations to SRTA Board of Directors to adopt regional targets.								Feb 2018/ Feb 2019		
2.4	Submit regional targets to Caltrans.										
Product 3: PM 2 - Bridge, Pavement & Transportation Asset Management Performance Measure Targets											
Task/Activity							Resp. Agency		Schedule		
3.1	Participate in statewide meetings and discussions regarding annual targets. Review draft data. Provide input as needed on methodologies and targets.						SRTA		As needed		
3.2	Review final state performance targets and determine approach for regional targets.								May-Aug 2018, May-Aug 2019		
3.3	Draft and present recommendations to SRTA Board of Directors to adopt regional targets.								Aug-Sept 2018, Aug-Sept 2019		
3.4	Submit regional targets to Caltrans.								Nov 2018, Nov 2019		
Product 4: PM 3 - System Performance/Freight/CMAQ Performance Measure Targets											
Task/Activity							Resp. Agency		Schedule		
4.1	Participate in statewide meetings and discussions regarding annual targets. Review draft data. Provide input as needed on methodologies and targets.						SRTA		As needed		
4.2	Review final state performance targets and determine approach for regional targets.								May-Aug 2018, May-Aug 2019		
4.3	Draft and present recommendations to SRTA Board of Directors to adopt regional targets.								Aug-Sept 2018, Aug-Sept 2019		
4.4	Submit regional targets to Caltrans.								Nov 2018, Nov 2019		
Product 5: Transit Asset Management Performance Measure Targets											
Task/Activity							Resp. Agency		Schedule		
5.1	Work with RABA and Shasta County on transit asset performance measures, advise on targets, coordinate meetings with federal and state partners, and advise on any federal/state changes.						SRTA		Jul 2018 - Oct 2018		
5.2	Establish regional transit asset management performance targets and prioritize investments.						SRTA		180 days after RABA sets targets.		

WORK ELEMENT 701.09
Air Quality

Agency: SRTA Total Budget (FY 2018/19): \$ 15,937

Estimated Budget (FY 2019/20): \$ 16,163

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19					0				
	Expenditures		Revenue by Fund Source (\$)			Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	FHWA PL Cash	Toll Credits Cash	Total FHWA	Direct	Indirect	FHWA PL Cash	Toll Credits Cash	Total FHWA
SRTA										
Personnel	\$ 8,588	\$ 6,743	\$ 13,572	\$ 1,758	\$ 15,331	\$ 8,751	\$ 6,802	\$ 13,769	\$ 1,784	\$ 15,553
Services & Supplies	\$ 400		\$ 354	\$ 46	\$ 400	\$ 400		\$ 354	\$ 46	\$ 400
Human Resources	\$ 206		\$ 182	\$ 24	\$ 206	\$ 210		\$ 186	\$ 24	\$ 210
TOTAL:	\$ 9,194	\$ 6,743	\$ 14,109	\$ 1,828	\$ 15,937	\$ 9,361	\$ 6,802	\$ 14,309	\$ 1,854	\$ 16,163

Previous Accomplishments

Reviewed 2016 and 2017 regional air quality reports. Tracked EMFAC model changes. Reviewed potential implications of US EPA changes to Ozone standards.

Objective

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

Discussion

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

SRTA must monitor trends, measure impacts, and coordinate planning with Shasta County AQMD, Caltrans, and the California Air Resources Board (ARB), as needed. In addition to public health impacts, air quality is directly tied to transportation funding decision-making. ARB maintains the statewide mobile source emissions inventory software tool (Emissions FACTors or 'EMFAC') for estimating emissions from on-road vehicles from travel demand models. Periodic updates are provided and training becomes necessary. If the Shasta region loses its "attainment" status for any air quality standard, then SRTA may need to develop a more robust air quality analysis review of regional projects and conduct an air quality conformity analysis report as part of a subsequent Regional Transportation Plan update.

Product 1: Regional air quality planning

Task/Activity	Resp. Agency	Schedule
1.1 Interagency coordination, including monitoring and communications with Shasta County Air Quality Management District (AQMD) and the California Air Resources Board.	SRTA	Jul 2018 - Jun 2020
1.2 Monitor federal air quality reports, California air quality reports, and related state/federal legislation. Take action as appropriate.		
1.3 Initiate strategies needed to comply with state and federal air quality standards.		

Product 2: Regional air quality modeling capacity

Task/Activity	Resp. Agency	Schedule
2.1 Participate in web-based training for SRTA staff operation of the EMFAC model.	SRTA	Jul 2018 - Jun 2020
2.2 Participate in statewide EMFAC model update workgroups and provide input as needed.		
2.3 Integrate updated releases of EMFAC model with SRTA's activity-based travel demand model.		

Product 3: SRTA Staff-performed EMFAC Post-Processing

Task/Activity	Resp. Agency	Schedule
3.1 EMFAC post processing performed by SRTA staff in support of planning and decision-making processes. Deliverables include emissions outputs and technical analysis. <i>Note: consultant-performed post-processing is performed under WE 705.05.</i>	SRTA	Jul 2018 - Jun 2020

WORK ELEMENT 701.11	Transportation Data Collection and Reporting
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Agency: SRTA	Total Budget (FY 2018/19): \$ 31,291	Estimated Budget (FY 2019/20): \$ 31,851
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ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19					0				
	Expenditures		Revenue by Fund Source (\$)			Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	FHWA PL Cash	Toll Credits Cash	Total FHWA	Direct	Indirect	FHWA PL Cash	Toll Credits Cash	Total FHWA
SRTA										
Personnel	\$ 16,881	\$ 13,255	\$ 26,679	\$ 3,457	\$ 30,136	\$ 17,266	\$ 13,421	\$ 27,167	\$ 3,520	\$ 30,687
Services & Supplies	\$ 750		\$ 664	\$ 86	\$ 750	\$ 750		\$ 664	\$ 86	\$ 750
Human Resources	\$ 405		\$ 359	\$ 46	\$ 405	\$ 414		\$ 367	\$ 48	\$ 414
TOTAL:	\$ 18,036	\$ 13,255	\$ 27,702	\$ 3,589	\$ 31,291	\$ 18,430	\$ 13,421	\$ 28,198	\$ 3,653	\$ 31,851

Previous Accomplishments

SRTA submitted transportation data aggregated from local agencies for 2014 Highway Performance Measuring System (HPMS) reporting and supported local agencies in responding to the California Local Streets and Roads Assessment. Data was submitted to the most recent California Local Streets and Roads Statewide Needs Assessment. SRTA submitted requested HPMS data to Caltrans for counts through 2016.

Objective

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

Discussion

There is a backlog of transportation infrastructure needs at all levels. Accounting and reporting these needs requires traffic counts, pavement condition assessments, safety statistics, and other transportation data and analyses. Results are utilized to validate travel demand modeling data and to develop transportation improvement plans. The Highway Performance Monitoring System (HPMS) is a federally-mandated, nationwide program that provides information on the extent, condition, performance, usage, and operating characteristics of the nation's highways. Data collected for any road open to public travel are reported in HPMS. Caltrans annually requests data from all MPOs and local agencies. Additional information is provided via the Caltrans HPMS website (<http://www.dot.ca.gov/hq/tsip/hpms/>) and outlined in the 'Instructions for Updates, Including the HPMS Data Items dated March 2011. Actual data collection and monitoring may be conducted by local agencies. Local agencies are highly encouraged to submit data for the California Local Streets and Roads Statewide Needs Assessment in order to quantify transportation system deficiencies and support appropriate funding levels. Collected data is utilized by SRTA for tracking progress and developing targets for federal, state and regional MAP-21/FAST Act performance measures, updating travel model data and for use in SRTA's planning and programming activities. Transportation data will be incorporated into the region's activity-based travel demand model for the 2022 RTP.

Product 1: HPMS reports to Caltrans

Task/Activity	Resp. Agency	Schedule
1.1 Compile traffic count data collected from consultant, local agencies and Caltrans.	SRTA	Annually Nov - Jan
1.2 Update regional HPMS database and submit to Caltrans Headquarters.		Annually Jan-Feb

Product 2: Interagency Participation

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

WORK ELEMENT 702.01						TRANSPORTATION IMPROVEMENT PROGRAMS (TIPS)					
Agency: SRTA		Total Budget (FY 2018/19): \$ 84,831				Estimated Budget (FY 2019/20): \$ 73,433					
ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20											
Staff Allocations and Funding Requirements		FY 2018/19					0				
		Expenditures		Revenue by Fund Source (\$)			Expenditures		Revenue by Fund Source (\$)		
		Direct	Indirect	FHWA PL Cash	Toll Credits Cash	Total FHWA	Direct	Indirect	FHWA PL Cash	Toll Credits Cash	Total FHWA
SRTA											
Personnel		\$44,677	\$ 35,081	\$ 70,610	\$ 9,148	\$ 79,758	\$ 35,946	\$ 32,624	\$ 60,705	\$ 7,865	\$ 68,570
Services & Supplies		\$ 4,000		\$ 3,541	\$ 459	\$ 4,000	\$ 4,000		\$ 3,541	\$ 459	\$ 4,000
Human Resources		\$ 1,072		\$ 949	\$ 123	\$ 1,072	\$ 863		\$ 764	\$ 99	\$ 863
TOTAL:		\$49,750	\$ 35,081	\$ 75,101	\$ 9,730	\$ 84,831	\$ 40,808	\$ 32,624	\$ 65,010	\$ 8,423	\$ 73,433
Previous Accomplishments											
Amended the 2017 Federal Transportation Improvement Plan (FTIP), prepared 2019 FTIP using California Transportation Improvement Program System (CTIPS). Executive director has been granted authority to locally approve both administrative modifications, and formal amendments, to the FTIP. Prepared 2018 Regional Transportation Improvement Program (RTIP).											
Objective											
To develop candidate projects for transportation programming needs under federal, state, and local transportation improvement programs consistent with the Regional Transportation Plan (RTP) and fiscal constraints.											
Discussion											
The FTIP is a four-year program of transportation improvements based on long-range transportation plans (23 USC Section 134 (c)(1)) and (23 CFR 450.324) and is updated by September of even-numbered years. Transportation improvement programs (TIPs) are designed to achieve RTP goals and objectives via transportation spending, operations, and management. The FTIP ensures that these activities are carried out in cooperation with federal, state, local and tribal governments, federal land management agency partners, transit agencies, community stakeholders, and the general public. Development of these programs adhere to the adopted SRTA Public Participation Plan. Amendments are routinely needed to reflect changes to federal programs, transportation funding levels, and local agency priorities. Amendments and modifications are reviewed for consistency with the RTP and fiscal constraints and submitted to the funding agencies for approval. The RTIP is a five-year program of projects using State Transportation Improvement Program (STIP) funds and updated by December of odd-numbered years. RTIP projects are approved as part of the STIP by the California Transportation Commission (CTC). RTIP and State Highway Operation and Protection Program (SHOPP) projects are uploaded to the FTIP, once the documents are approved.											
Product 1: 2017 Shasta FTIP Amendments											
Task/Activity							Resp. Agency		Schedule		
1.1		Receive, process, submit, and post FTIP formal amendment requests, including descriptive letter, CTIPS pages, grouped projects summary tables, financial summary tables, and summary of changes table. Formal amendments undergo a minimum 14-day public review. Subsequently, SRTA staff notifies cognizant agencies, and interested individuals, when formal amendments approved.					SRTA		Jul 2018 - Jun 2020		
1.2		Administrative modifications amendments required, or requested, including all of the materials listed in task 1.1, less the financial summary tables. Administrative modifications do not undergo public review and are accepted as state and federally approved upon local approval.									
Product 2: Monitor Implementation of 2018 Shasta RTIP											
Task/Activity							Resp. Agency		Schedule		
2.1		Attend CTC meetings.					SRTA		Minimum Bi-monthly		
2.2		Review biennial STIP fund estimate, revisions to fund estimate (as needed), and CTC guidelines.									
2.3		Meet with local agencies to determine upcoming projects and funding strategies. Seek additional/matching funding for STIP projects.									
2.4		Manage allocations and timely use of funds.									
2.5		Monitor opportunities to include intelligent transportation systems (ITS) strategies and develop candidate projects.									
2.6		Develop, review, and update RTIP performance measures, as needed.									
Product 3: California Federal Programming Group Meetings											
Task/Activity							Resp. Agency		Schedule		
3.1		Attend CFPG meetings					SRTA		Bi-monthly		
Product 4: Prepare 2020 Shasta RTIP											
Task/Activity							Resp. Agency		Schedule		
4.1		Review 2020 Fund Estimate and Final STIP Guidelines; attend CTC workshops on 2020 STIP.					SRTA		Jul 2019 - Aug 2019		
4.2		Discuss projects for 2020 RTIP.									
4.3		Review RTP, performance measures, FAST Act targets, and agency priorities in developing draft 2020 RTIP.									
4.4		Circulate for public review and comment.									
4.5		Approve 2020 RTIP and submit to CTC.									
Product 5: 2019 Shasta FTIP											
Task/Activity							Resp. Agency		Schedule		
5.1		Submit Final 2019 Shasta FTIP to Caltrans, HQ for recommendation of approval into the 2019 Federal STIP (FSTIP), no later than September 30, 2018.					SRTA		Jul 2018 - Sep 2018		
5.2		Prepare administrative modifications, and formal amendment(s), as needed, to 2019 Shasta FTIP--per processes outlined in Product 1, above.							Jul 2018 - Jun 2019		

Product 6: 2021 Shasta FTIP			
Task/Activity	Resp. Agency		Schedule
5.1 Attend FTIP development workshop in Sacramento.	SRTA		Jan 2020 - Feb 2020
5.2 Solicit and gather programming information for 2021 FTIP.			Feb 2020 - Apr 2020
5.3 Transfer 2020 STIP and SHOPP projects into draft 2021 FTIP.			May 2020
5.4 Prepare draft 2021 FTIP and circulate for public/interagency review.			May 2020 - Jun 2020
5.5 Revise document and present to SRTA Board of Directors for approval.			Jun 2020

DRAFT

Overall Work Program (OWP)

Estimated Budget (FY 2019/20): \$ 102,986

Staff Allocations and Funding Requirements	FY 2018/19					0				
	Expenditures		Revenue by Fund Source (\$)			Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	FHWA PL Cash	Toll Credits Cash	Total FHWA	Direct	Indirect	FHWA PL Cash	Toll Credits Cash	Total FHWA
Personnel	\$ 51,550	\$ 40,478	\$ 81,472	\$ 10,556	\$ 92,028	\$ 52,799	\$ 47,920	\$ 89,167	\$ 11,552	\$ 100,719
Services & Supplies	\$ 1,000		\$ 485	\$ 115	\$ 1,000	\$ 1,000		\$ 885	\$ 115	\$ 1,000
Human Resources	\$ 1,237		\$ 1,095	\$ 142	\$ 1,237	\$ 1,267		\$ 1,122	\$ 145	\$ 1,267
TOTAL:	\$ 53,787	\$ 40,478	\$ 83,453	\$ 10,812	\$ 94,265	\$ 55,066	\$ 47,920	\$ 91,174	\$ 11,813	\$ 102,986

Prior year budget and work plan prepared and adopted; quarterly reports completed, including descriptive summaries of work performed and corresponding budget expenditures; consultation and coordination with state and federal partners regarding the content and ongoing improvement of the OWP document; updated agency policies as appropriate and necessary; maintained and used a full-cost accounting system for fiscal management of US DOT funds; developed and executed sub-recipient cooperative agreements; developed and adopted policy for the distribution of planning funds to local partner agencies. Adopted new Overall Work Program policies and procedures for the agency (Section 2.24.10). Received input from Federal Planning Factors/Planning Emphasis Areas, SRTA Technical Advisory Committee and from the general public to prepare prospective FY 2017/18 planning priorities approved by the board of directors in December 2016. Developed the FY 2017/18 OWP.

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.

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.

Task/Activity		Resp. Agency	Schedule
1.1	Prepare prior year certification of expenditures and close out reports for submittal to Caltrans.	SRTA	Jul 2018 - Sept 2018

Task/Activity		Resp. Agency	Schedule
2.1	Administer/amend and oversee subrecipient cooperative agreements with local agency subrecipients.	SRTA	
2.2	Track staff hours on work tasks and review budget expenditures.		On-going
2.3	Prepare and submit invoices and quarterly progress reports to Caltrans, including SRTA and sub-recipient activity.		Quarterly

Task/Activity		Resp. Agency	Schedule
3.1	Prepare staff report and budget documents for SRTA Board of Directors approval (typically 2-3 amendments per year).	SRTA	As needed
3.2	Coordinate with Caltrans District 2 and submit required documentation to Caltrans for federal and state approval.		

Task/Activity	Resp. Agency	Schedule
4.1 Annual OWP coordination meeting with Caltrans, FHWA, and FTA.	SRTA	Nov/Dec 2018
4.2 Prepare and present FY 2019/20 regional planning priorities for board of directors' approval.		Oct 2018 - Dec 2018
4.3 Prepare and distribute local agency call for planning projects based on regional planning priorities, Federal Planning Factors, and California Planning Emphasis Areas. Evaluate proposals. *Dependent on funding*		Aug 2018 - Jan 2019
4.4 Update prospectus and prepare draft FY 2019/20 work elements.		Nov 2018 - Feb 2019
4.5 Analyze FY 2019/20 SRTA staff and labor needs, allocate staff hours across work elements, and prepare draft budget, including: personnel, services and supplies, consultant work, local agency sub-allocations, and indirect costs.		
4.6 Prepare and present draft FY 2019/20 OWP to board of directors for review and comment.		Feb 2019
4.7 Submit draft FY 2019/20 OWP to state and federal agencies for review and comment.		Mar 2019
4.8 Revise draft 2019/20 OWP to include federal and state comments and recommendations.		Mar 2019 - Apr 2019
4.9 Prepare and present final FY 2019/20 OWP to board of directors for adoption.		Apr 2019
4.10 Prepare and submit annual sub-recipient cooperative agreements to sub-recipients. File SCAs and issue Notices to Proceed upon full execution.		May 2019 - Jun 2019
4.11 Submit final FY 2019/20 OWP to Caltrans for state and federal approval.		

Product 5: Prepare FY 2020/21 Overall Work Program			
Task/Activity		Resp. Agency	Schedule
5.1	Annual OWP coordination meeting with Caltrans, FHWA, and FTA.	SRTA	Nov/Dec 2019
5.1	Prepare and present FY 2020/21 regional planning priorities for board of directors' approval.		Oct 2019 - Dec 2019
5.1	Prepare and distribute local agency call for planning projects based on regional planning priorities, Federal Planning Factors, and California Planning Emphasis Areas. Evaluate proposals. *Dependent on funding*		Aug 2019 - Jan 2020
5.1	Update prospectus and prepare draft FY 2020/21 work elements.		Nov 2019 - Feb 2020
5.1	Analyze FY 2020/21 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.		Feb 2020
5.1	Prepare and present draft FY 2020/21 OWP to board of directors for review and comment.		Mar 2020
5.1	Submit draft FY 2020/21 OWP to state and federal agencies for review and comment.		Mar 2020 - Apr 2020
5.1	Revise draft 2020/21 OWP to include federal and state comments and recommendations.		Apr 2020
5.1	Prepare and present final FY 2020/21 OWP to board of directors for adoption.		May 2020 - Jun 2020
5.1	Prepare and submit annual sub-recipient cooperative agreements to sub-recipients. File SCAs and issue Notices to Proceed upon full execution.		
5.1	Submit final FY 2020/21 OWP to Caltrans for state and federal approval.		

WORK ELEMENT 702.03**Grant Writing and Technical Assistance**

Agency: SRTA

Total Budget (FY 2018/19): \$ 35,178

Estimated Budget (FY 2019/20): \$ 42,039

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19				FY 2019/20			
	Expenditures		Revenue by Fund Source (\$)		Expenditures		Revenue by Fund Source (\$)	
SRTA	Direct	Indirect	LTF		Direct	Indirect	LTF	
Personnel	\$ 19,168	\$ 15,051	\$ 34,218	\$ -	\$ 21,505	\$ 19,518	\$ 41,023	\$ -
Services & Supplies	\$ 500		\$ 500	\$ -	\$ 500		\$ 500	\$ -
Human Resources	\$ 460		\$ 460	\$ -	\$ 516		\$ 516	\$ -
TOTAL:	\$ 20,128	\$ 15,051	\$ 35,178	\$ -	\$ 22,521	\$ 19,518	\$ 42,039	\$ -

Previous Accomplishments

This was introduced as a new work element in FY 2015/16. Previous efforts, including but not limited to the development and support of grant applications through the Affordable Housing & Sustainable Communities (AHSC) program; Transit and Intercity Rail Capital Program (TIRCP); Fostering Advancements in Shipping and Transportation for the Long-term Achievement of National Efficiencies (FASTLANE) program; Transportation Investment Generating Economic Recovery (TIGER) program; and Active Transportation Program (ATP).

Objective

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

Discussion

Transportation funding has transitioned in recent years from predominately formula-based allocations to a highly competitive discretionary funding environment. In addition to newer federal programs such as FASTLANE and TIGER, 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 not only competing directly for such grants, but in 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 discretionary funding. Due to tight grant program timelines and large variations in work effort required, SRTA maintains a technical services contract with a consultant to augment SRTA staff time.

Product 1: Develop projects to compete effectively for discretionary funding

Task/Activity		Resp. Agency	Schedule
1.1	Track existing and emerging state and federal grant opportunities. Perform research into applicable programs and participate in grant workshops as needed.	SRTA	Jul 2018 - Jun 2020
1.2	Communicate with and provide technical assistance to local agencies, human service transportation providers, and private industry partners to identify project needs and align these needs with applicable grant program funding opportunities.		
1.3	Develop project work scopes and organize interagency and community partnerships and resources.		

WORK ELEMENT 702.04 **Sustainable Development Incentive Program**

Agency: **SRTA** **Total Budget (FY 2018/19): \$135,252** **Estimated Budget (FY 2019/20): \$ 16,263**

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19						FY 2019/20					
	Expenditures		Revenue by Fund Source (\$)				Expenditures		Revenue by Fund Source (\$)			
	Direct	Indirect	FHWA PL C/O Cash	Toll Credits Cash	Total FHWA C/O	PPM	Direct	Indirect	FHWA PL Cash	Toll Credits Cash	Total FHWA	PPM
SRTA												
Personnel	\$ 16,721	\$ 13,130				\$29,851	\$ 8,160	\$7,406				\$ 15,567
Services & Supplies	\$ -		\$ -				\$ 500					\$ 500
Human Resources	\$ 401					\$ 401	\$ 196					\$ 196
Local agency(ies)	\$ 40,000		\$ 35,412	\$ 4,588	\$ 40,000							
Consultant	\$ 65,000		\$ 57,545	\$ 7,456	\$ 65,000							
TOTAL:	\$ 122,123	\$ 13,130	\$ 92,957	\$ 12,044	\$ 105,000	\$30,252	\$ 8,856	\$7,406	\$ -	\$ -	\$ -	\$ 16,263

Previous Accomplishments

SRTA developed and administered an Infill & Redevelopment Incentive Pilot Program in 2015, which provided technical services in support of the City of Redding and K2 Development's Affordable Housing and Sustainable Communities (AHSC) Program grant application. A \$20M grant was awarded. Construction is expected to begin in May 2018 on redevelopment of the vacant Dicker's Department Store, new complete streets surrounding the project, and active transportation improvement connecting the Downtown Transit Center and the Sacramento River Trail. Cycle II of SRTA's Infill & Redevelopment Program provided funding to the city of Redding for active transportation corridor planning and a downtown parking study. Deliverables supported a joint AHSC application submitted by The McConnell Foundation, K2 Development, and the city of Redding in January 2018. If funded, this project will redevelop the Downtown Parking Structure into mixed use housing/commercial, connect Yuba and Butte Streets to California Street, and enhance non-motorized facilities.

Objective

To support local agency and private sector partners in identifying projects, perform conceptual design, and carrying out technical analyses needed to advance projects that help to implement the Regional Transportation Plan/Sustainable Communities Strategy (SCS) and achieve greenhouse gas emission reduction targets through coordinated transportation investment and land use development.

Discussion

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

Product 1: Updated Sustainable Development Incentive Program and new call for technical assistance incentives			
Task/Activity		Resp. Agency	Schedule
1.1	Revise the SRTA Infill & Redevelopment Program guidelines to reflect current SCS implementation opportunities and needs. Activities include the review of existing and new or revised state funding programs; consultation with private sector development community, local agencies, and community stakeholders; and the evaluation of new local and regional plans for objectives that align with the region's SCS and that would help the region meet its GHG emission reduction targets.	SRTA	Jul 2018 - June 2020
1.2	Develop and circulate a call for projects and partners to receive technical assistance support needed to ready projects for private and public sector investment. Includes consultation with partner agencies and community stakeholders; a preliminary expression of interest process; and/or similar related communication and information gathering efforts.		
Product 2: Procurement and contracting/subrecipient agreement(s) for consultant and partner local agency technical assistance.			
Task/Activity		Resp. Agency	Schedule
2.1	For consultant services identified through Task 1.2 and managed by SRTA, administer procurement process, manage consultant contracts, provide technical support, and review invoices and deliverables.	SRTA	Jul 2018 - Jun 2019
2.2	For technical support led by partner local agencies, develop and execute sub-recipient agreements, provide technical support, and review invoices and deliverables.		
Product 3: Consultant and partner agency deliverables			
Task/Activity		Resp. Agency	Schedule
3.1	Consultant work tasks.	Consultant	Jul 2018 - Jun 2019
3.2	Local agency work tasks.	Applicable local agency	

WORK ELEMENT 703.01
Active Transportation Planning

Agency: SRTA

Total Budget (FY 2018/19): \$ 85,826

Estimated Budget (FY 2019/20): \$ 86,395

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19						FY 2019/2020				
	Expenditures		Revenue by Fund Source (\$)				Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	FHWA PL Cash	Toll Credits Cash	Total FHWA	PPM	Direct	Indirect	FHWA PL Cash	Toll Credits Cash	Total FHWA
SRTA											
Personnel	\$ 46,112	\$ 36,208	\$ 56,942	\$ 7,377	\$ 64,319	\$ 18,000	\$ 43,484	\$ 39,467	\$ 73,436	\$ 9,514	\$ 82,951
Services & Supplies	\$ 2,400		\$ 2,125	\$ 275	\$ 2,400	\$ -	\$ 2,400		\$ 2,125	\$ 275	\$ 2,400
Human Resources	\$ 1,107		\$ 980	\$ 127	\$ 1,107	\$ -	\$ 1,044		\$ 924	\$ 120	\$ 1,044
Consultant(s)	\$ -										
TOTAL:	\$ 49,619	\$ 36,208	\$ 60,046	\$ 7,780	\$ 67,826	\$ 18,000	\$ 46,928	\$ 39,467	\$ 76,485	\$ 9,909	\$ 86,395

Previous Accomplishments

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

Objective

Previously the Active Transportation Planning, this work element has been renamed to reflect the objective of implementing the recently adopted GoShasta Regional Active Transportation Plan 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 sprinkled over geographically dispersed development and population. A new generation of infrastructure, policies, and programs 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'.

Discussion

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

Product 1: Bicycle and pedestrian planning, policy development and education

Task/Activity	Resp. Agency	Schedule
1.1 Host and participate in bicycle and pedestrian planning and policy workgroups and advisory committees.	SRTA	Jul 2018 - Jun 2020
1.2 Host bicycle and pedestrian seminars for local and regional transportation partners.		

Product 2: Research bicycle and pedestrian planning funding opportunities and develop project concepts

Task/Activity	Resp. Agency	Schedule
2.1 Research funding opportunities for bicycle and pedestrian planning and construction. Develop project concepts and preliminary designs as needed to support grant seeking (for those efforts not otherwise falling under Sustainable Shasta (WE 703.05)).	SRTA	Jul 2018 - Jun 2020

Product 3: Manage SRTA's non-motorized programs

Task/Activity	Resp. Agency	Schedule
3.1 Provide technical support as needed for local agencies to prepare bicycle and pedestrian project nominations consistent with the GoShasta Regional Active Transportation Plan.	SRTA	Jul 2018 - Jun 2020
3.2 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		

Product 4: Statewide and Regional Trails

Task/Activity	Resp. Agency	Schedule
4.1 Work with key stakeholders to promote awareness and use of regional/statewide bicycle and walking trails.	SRTA	Jul 2018 - Jun 2020
4.2 Conduct activities with key stakeholders necessary to prepare projects for capital funding.		
4.3 Participate in and conduct outreach activities that promote interregional trail concept(s).		
4.4 Identify appropriate key stakeholders, their level of interest, and at which stages in the development of projects their participation is needed most.		

WORK ELEMENT 703.05
Sustainable Shasta

Agency: SRTA **Total Budget (FY 2018/19): \$194,081**
Total Budget (Caltrans Info Only): \$236,401

Estimated Budget (FY 2019/20): \$ 42,320

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19							FY 2019/20						
	Expenditures		Revenue by Fund Source (\$)					Expenditures		Revenue by Fund Source (\$)				
	Direct	Indirect	PPM	FTA 5304	FHWA C/O Cash	Toll Credits Cash	FHWA Total	Direct	Indirect	PPM	FTA 5304	FHWA C/O Cash	Toll Credits Cash	FHWA Total
SRTA														
Personnel (FY 18/19)	\$ 42,044	\$ 33,013	\$48,218	\$ -	\$ 23,761	\$ 3,078	\$ 26,839	\$ 21,884	\$ 19,862	\$ 18,276	\$ -	\$ 20,777	\$ 2,692	\$ 23,469
Services & Supplies (FY 18/19)	\$ 1,000		\$ -	\$ -	\$ 885	\$ 115	\$ 1,000	\$ 50				\$ 44	\$ 6	\$ 50
Human Resources (FY 18/19)	\$ 1,009		\$ -	\$ -	\$ 893	\$ 116	\$ 1,009	\$ 525				\$ 465	\$ 60	\$ 525
Consultant (FY 17/18)	\$ 117,015		\$ -	\$117,015	\$ -		\$ -							
SRTA														
Caltrans Info Only														
Personnel (FY 19/20)	\$ 21,884	\$ 19,862	\$18,276	\$ -	\$ 20,777	\$ 2,692	\$ 23,469							
Services & Supplies (FY 19/20)	\$ 50	\$ -	\$ -	\$ -	\$ 44	\$ 6	\$ 50							
Human Resources (FY 19/20)	\$ 525	\$ -	\$ -	\$ -	\$ 465	\$ 60	\$ 525							
Consultant (FY 18/19)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL (FY 18/19):	\$ 161,068	\$ 33,013	\$48,218	\$117,015	\$ 25,539	\$ 3,309	\$ 28,848	\$ 22,459	\$ 19,862	\$ 18,276	\$ -	\$ 21,286	\$ 2,758	\$ 24,044
TOTAL (FY 19/20) Caltrans Info Only	\$ 22,459	\$ 19,862	\$18,276	\$ -	\$ 21,286	\$ 2,758	\$ 24,044							
TOTAL (FY 18/19 & 19/20) Caltrans Info Only	\$ 183,527	\$ 52,875	\$66,494	\$117,015	\$ 46,826	\$ 6,067	\$ 52,892							

Previous Accomplishments

In FY 17/18, a firm foundation of accomplishments got Sustainable Shasta started off. Staff met with Caltrans at a kick-off meeting (SRTA FY 17-18 Sustainable Communities and Strategic Partnership Planning Grants Notice to Proceed and Kick-off meeting) with Caltrans D2 and HQ to respond to outstanding grant award questions and receive the authorization to proceed. Staff led, participated in, and completed the procurement and contracting process to complete Sustainable Shasta: A Walk and Bike Network for Downtowns. Staff recommended award to Alta Design & Planning, with sub-consultants Omni-Means (since merged with GHD), and DP Engineering (a DBE). Kicked off Sustainable Shasta in August with consultant, and staff led a Strategic Growth Area (SGA) bike and drive tour through the urban area with Alta team members. Staff directed Alta to develop the Affordable Housing & Sustainable Communities (AHSC) sustainable transportation elements connecting to project site location. Alta provided draft scoring on projects to help Redding determine AHSC transportation element and Active Transportation Program (ATP) suitability of proposed projects. Staff and Alta worked with City of Redding staff and AHSC team to look identify alternatives for the preferred AHSC sustainable transportation element project. Alta delivered developed alternative design concepts and initial trunk line concept drawings for Diesthorst to Downtown project. In addition to Redding's SGA bike and walk network development, staff and Alta worked with the City of Shasta Lake on a Safe Routes to School National Partnership Technical Assistance opportunity and reviewed alternative ATP grant applications for the city. Staff provided updates and answered questions at local agency coordination meetings and other ad hoc meetings. Staff and consultant tracked and coordinated GoShasta transition to Sustainable Shasta. Staff tracked budget, invoicing, reporting and deliverables.

Objective

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

- 1) Neighborhood level public outreach;
- 2) Complete street corridor layouts within and into SGAs;
- 3) Regional funding policy guidance, e.g. NACTO Urban Bikeway Design Guide; and
- 4) Procurement program for amenities.

Efforts will be coordinated with land use and multi-modal programs to maximize performance outcomes.

Discussion

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

Unfortunately, the region lacks a shelf of non-motorized project plans. The deficiency is two-fold:

- 1) Absence of 'pipeline' Complete Street corridor projects - There are no SGA non-motorized Complete Street corridor projects ready for pursuit of programming and funding. In many cases local funding that should be used for construction is being spent on planning alignment and layout. Three times in as many years, Shasta Regional Transportation Agency's (SRTA) Non-motorized Program has been tapped to develop project study reports and the details needed to pursue funding.
- 2) Non-motorized details - Advanced safety features (e.g. Class IV separated bikeways/cycle tracks, protected intersections) and non-motorized amenities (e.g. wayfinding signage, racks, lockers, stair ramps, fix-it stations, air stations, hydration stations, benches, shelters) are too often left out of or not considered for construction by developers, businesses, and community partners. No local agency in the region has an adopted Complete Streets Design Manual.

Product 1: Procurement and Reporting

Task/Activity	Resp. Agency	Schedule
1.1 Prepare request for proposals, procure consultant. Deliverables are procurement package(s) including request for proposals, proposals; selection documents, and consultant contract.	SRTA	July 2017 completed
1.2 Kick-off meeting between SRTA, consultant and Caltrans. Deliverables are kick-off meeting agenda and minutes; project management plan with defined roles; updated project schedule.	SRTA, consultant, Caltrans	July 2017-Aug 2017 completed
1.3 Administer grant, including quarterly reports to Caltrans and invoicing. Deliverables are quarterly reports, invoices, and final report.	SRTA	Jul 2017 - Jun 2020

Product 2: Outreach and Stakeholder Communication

Task/Activity	Resp. Agency	Schedule
2.1 Workshop between SRTA, consultant and project partners. Deliverables are stimulating workshop posters, speaker list, attendee list, presentations, refreshments.	SRTA, consultant, project partners	Mar 2017 - May 2017
2.2 Coordinate project team communication. Deliverables are project team list, sign-in sheets, agendas, minutes, project updates, presentation material.	SRTA, consultant, project partners	July 2017 - Jun 2020
2.3 Coordinate 15-20 outreach meetings, including neighborhood focus groups – piggybacking with on-going neighborhood association and other organization coordination (e.g. Healthy Shasta), – stakeholder interviews, and site visits. Participants will be directly invited to final presentations in Task 5.3. Deliverables are schedules, notes, invitations, participation counts from 15-20 outreach meetings.	SRTA, consultant	Feb 2018 - June 2019
2.4 Summary of outreach and stakeholder communication. Deliverable is a technical memorandum summarizing outreach and stakeholder communication and results.	consultant	Oct 2019 - Dec 2019

Product 3: Corridor Alignment and Layout

Task/Activity	Resp. Agency	Schedule
3.1 Analyze and present alternative context-appropriate non-motorized alignments and layouts for 15 to 20 corridors with limited automobile conflicts into seven regional SGAs. A new generation of Class I and Class IV non-motorized projects that enhance connectivity to surrounding neighborhoods facilities are needed to expand mobility options within and to SGAs. Deliverables are alignment and layout alternatives for 15 to 20 corridors into SGAs.	consultant	Nov 2017 - Jun 2019
3.2 Recommend non-motorized alignments and layouts for 15-20 corridors into SGAs. Deliverables are recommended alignments and layouts for 15-20 corridors into SGAs.	SRTA, consultant, project partners	Dec 2018 - Jun 2019
3.3 Analyze and present alternative alignments and layouts of destination streets or blocks in SGAs. Deliverables are alignment and layout alternatives for destination streets/blocks in SGAs.	consultant	Dec 2018 - Jun 2019
3.4 Recommend alignments and layouts for destination streets/blocks in SGAs. Deliverables are recommended alignments and layouts for destination streets/blocks in SGAs.	SRTA, consultant, project partners	Dec 2018 - Jun 2019
3.5 Summary of corridor alignments and layouts. Deliverable is a technical memorandum summarizing corridor alignment and layout results.	consultant	Jul 2019 - Oct 2019

Product 4: Regional Policies and Procurement Program			
Task/Activity		Resp. Agency	Schedule
4.1	Establishment of regional non-motorized funding policies that point partner agencies to the most up-to-date guidance on advanced bicycle and pedestrian infrastructure (e.g. NACTO Urban Bikeway Design Guide) and promote projects that include non-motorized amenities. Deliverables are regional non-motorized funding policies for advanced non-motorized infrastructure and amenities.	SRTA, consultant, project partners	Mar 2019 - Oct 2019
4.2	Development of a procurement program for non-motorized transportation amenities (e.g. wayfinding signage, racks, lockers, stair ramps, fix-it stations, air stations, hydration stations, benches, shelters, etc.). Deliverable is a procurement program for amenities.	SRTA, consultant, project partners	March 2018 - Oct 2019
4.3	Summary of regional funding policies and amenities procurement program. Deliverable is a technical memorandum summarizing regional non-motorized funding policies and amenities procurement program.	consultant	Nov 2019 - Jan 2020
Product 5: Final Report			
Task/Activity		Resp. Agency	Schedule
5.1	Prepare draft final report with implementation and next steps, circulate for review and make revisions as appropriate. Deliverable is a draft final report with implementation and next steps.	SRTA, consultant	Dec 2019 - March 2020
5.2	Final report printing and circulation. Deliverable is final report in printed and digital formats.	consultant	Feb 2020 - Apr 2020
5.3	Present final report (totaling 6-8 final presentations) to project team boards and councils, Caltrans executive management and SRTA board. Deliverables are presentations (6-8) to project team boards and councils, Caltrans executive management and SRTA board.	consultant	Feb 2020 - Jun 2020

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WORK ELEMENT 704.01	Public Information and Participation
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Agency: SRTA	Total Budget (FY 2018/19): \$ 67,193	Estimated Budget (FY 2019/20): \$ 60,680
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ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19						FY 2019/20					
	Expenditures		Revenue by Fund Source (\$)				Expenditures		Revenue by Fund Source (\$)			
	Direct	Indirect	FHWA C/O Cash	Toll Credits Cash	Total FHWA	LTF	Direct	Indirect	FHWA PL Cash	Toll Credits Cash	Total FHWA	LTF
SRTA												
Personnel	\$32,192	\$25,278	\$ 40,703	\$ 5,273	\$ 45,976	\$ 11,494	\$ 28,710	\$ 26,058	\$ 38,789	\$ 5,026	\$ 43,814	\$ 10,954
Services & Supplies	\$ 4,000		\$ 2,833	\$ 367	\$ 3,200	\$ 800	\$ 50		\$ 35	\$ 5	\$ 40	\$ 10
Human Resources	\$ 773		\$ 547	\$ 71	\$ 618	\$ 155	\$ 689		\$ 488	\$ 63	\$ 551	\$ 138
Consultant (CivicPlus)	\$ 4,450		\$ 3,152	\$ 408	\$ 3,560	\$ 890	\$ 4,673		\$ 3,309	\$ 429	\$ 3,738	\$ 935
Web Hosting	\$ 500		\$ 354	\$ 46	\$ 400	\$ 100	\$ 500		\$ 354	\$ 46	\$ 400	\$ 100
	\$ -											
TOTAL:	\$41,915	\$25,278	\$ 47,589	\$ 6,166	\$ 53,754	\$ 13,439	\$ 34,622	\$ 26,058	\$ 42,976	\$ 5,568	\$ 48,544	\$ 12,136

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

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

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

Product 1: Agency overview and fact sheets			
Task/Activity		Resp. Agency	Schedule
1.1	Maintain up-to-date "Overview of SRTA" document.	SRTA	Jul 2018 - Jun 2020
1.2	Prepare or maintain transportation program and funding fact sheets.		
1.3	Distribute as needed, including online posting.		
Product 2: Agency website (www.srta.ca.gov)			
Task/Activity		Resp. Agency	Schedule
2.1	Maintain up-to-date agency website.	SRTA	Ongoing
2.2	Website services, including web-domain hosting, and social media promotions.	Services & Supplies	Annual
2.3	Manage online community engagement tools, including Facebook, Twitter, and community voice modules on agency website.	SRTA	Jul 2017 - Jun 2019
Product 3: Track Public Participation Plan Performance Measures			
Task/Activity		Resp. Agency	Schedule
3.1	Track efforts described in the 2016 Public Participation Plan in the 3 A's: Access, Awareness, and Action.	SRTA	Jul 2017 - Jun 2019
3.2	Design and administer random telephone community survey to establish baseline data for 2016 Public Participation Plan performance measures.	SRTA, Consultant	
Product 4: Public Notifications			
Task/Activity		Resp. Agency	Schedule
4.1	Advertise and post various public notifications regarding SRTA planning and programming projects.	Services & Supplies	Jul 2017 - Jun 2019
Product 5: Prepare 2018 Public Participation Plan (PPP) update			
Task/Activity		Resp. Agency	Schedule
5.1	Integrate social media and online community engagement tools into PPP.	SRTA	Jan 2019 - Dec 2019
5.2	Distribute draft PPP for review and comment.		
5.3	Prepare final PPP for SRTA Board of Directors' approval.		

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

Agency: SRTA Total Budget (FY 2018/19): \$ 17,616 Estimated Budget (FY 2019/20): \$ 18,093

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19				FY 2019/20			
	Expenditures		Revenue by Fund Source		Expenditures		Revenue by Fund Source	
	Direct	Indirect	PPM		Direct	Indirect	PPM	
SRTA								
Personnel	\$ 8,411	\$ 6,604	\$ 15,015	\$ -	\$ 8,125	\$ 7,374	\$ 15,498	\$ -
Services & Supplies	\$ 2,400		\$ 2,400	\$ -	\$ 2,400		\$ 2,400	\$ -
Human Resources	\$ 202		\$ 202	\$ -	\$ 195		\$ 195	\$ -
TOTAL:	\$ 11,012	\$ 6,604	\$ 17,616	\$ -	\$ 10,720	\$ 7,374	\$ 18,093	\$ -

Previous Accomplishments

SRTA adopted the first Shasta County Intelligent Transportation Systems (ITS) Architecture and Deployment Plan in 2006. An ITS data collection and management plan for the South Central Urban Region (SCUR) was prepared in 2013. SRTA participated in discussions and efforts related to a Caltrans District 1 ITS architecture master plan project for counties in the North State Super Region.

Objective

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

Discussion

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

Product 1: Interagency Participation and Policy Monitoring

Task/Activity		Resp. Agency	Schedule
1.1	Review and comment on federal or state policies on laws, programs, funding and priorities related to intelligent transportation systems (ITS).	SRTA	Jul 2018 - Jun 2020
1.2	Participate in interagency meetings related to intelligent transportation systems (ITS) activities that support transportation planning and programming.		

WORK ELEMENT 705.02
GIS Applications

 Agency: **SRTA** **Total Budget (FY 2018/19): \$ 57,024**
Estimated Budget (FY 2019/20): \$26,910
ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19						FY 2019/20					
	Expenditures		Revenue by Fund Source (\$)				Expenditures		Revenue by Fund Source (\$)			
	Direct	Indirect	FHWA PL Cash	Toll Credits Cash	Total FHWA	Shasta College	Direct	Indirect	FHWA PL Cash	Toll Credits Cash	Total FHWA	Shasta College
SRTA												
Personnel	\$ 12,781	\$ 10,036	\$20,200	\$ 2,617	\$ 22,817	\$ -	\$ 7,771	\$ 7,053	\$13,123	\$ 1,700	\$ 14,823	\$ -
Services & Supplies	\$ 2,000		\$ 1,771	\$ 229	\$ 2,000	\$ -	\$ 2,000		\$ 1,771	\$ 229	\$ 2,000	\$ -
Human Resources	\$ 307		\$ 272	\$ 35	\$ 307	\$ -	\$ 186		\$ 165	\$ 21	\$ 186	\$ -
ArcGIS Licenses	\$ 9,900	\$ -	\$ 8,764	\$ 1,136	\$ 9,900	\$ -	\$ 9,900	\$ -	\$ 8,764	\$ 1,136	\$ 9,900	\$ -
Consultant Services (GIS on-call)	\$ 20,000	\$ -	\$17,706	\$ 2,294	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FarNorCalGIS License	\$ 2,000	\$ -	\$ -	\$ -		\$ 2,000	\$ -	\$ -	\$ -	\$ -		\$ -
TOTAL:	\$ 46,988	\$ 10,036	\$48,713	\$ 6,311	\$ 55,024	\$ 2,000	\$ 19,857	\$ 7,053	\$23,823	\$ 3,087	\$ 26,910	\$ -

Previous Accomplishments

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

Objective

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

Discussion

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

Product 1: Regional GIS Program

Task/Activity	Resp. Agency	Schedule
1.1 Maintain requisite GIS licensing needed for SRTA operations.	SRTA	Jul 2018 - June 2020
1.2 Maintain and enhance agency GIS capabilities, including participation in GIS training.		
1.3 Participate in interagency GIS user groups.		

Product 2: FarNorCalGIS Regional Server & Web-Portal

Task/Activity	Resp. Agency	Schedule
2.1 Administration and ongoing development of FarNorCalGIS.org website, including GIS licensing for the platform host (Shasta College); content development; and leadership/participation in management and technical committees.	SRTA	Jul 2018 - June 2020
2.2 Liaison between FarNorCalGIS and the greater sixteen-county North State Super Region, including the promotion of data standardization, data development and technical support of partnership planning.		

Product 3: Census Data Sharing Supporting Regional Planning Activities

Task/Activity	Resp. Agency	Schedule
3.1 Compile and update commonly referenced US Census data in support of other work elements and partner agency needs.	SRTA	Jul 2018 - June 2020

Product 4: On-call GIS Support Services

Task/Activity	Resp. Agency	Schedule
4.1 Maintain on-call GIS consultant services contract.	SRTA	Jul 2018 - July 2020
4.2 Miscellaneous on-call GIS support for other work elements and SRTA's member agencies (major work tasks involving GIS are included in appropriate work elements)	Consultant	Jul 2017 - June 2019
4.3 Procurement new on-call GIS consultant services contract.	Consultant	Jul-18

WORK ELEMENT 705.05	Regional Modeling and Forecasting Tools
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Agency: SRTA	Total Budget (FY 2018/19): \$52,188	Estimated Budget (FY 2019/20): \$ 57,060
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ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19					FY 2019/20				
	Expenditures		Revenue by Fund Source (\$)			Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	FHWA PL Cash	Toll Credits Cash	Total FHWA	Direct	Indirect	FHWA PL Cash	Toll Credits Cash	Total FHWA
SRTA										
Personnel	\$ 10,274	\$ 8,067	\$ 16,238	\$ 2,104	\$ 18,341	\$ 12,146	\$ 11,023	\$ 20,511	\$ 2,657	\$ 23,169
Services & Supplies	\$ 2,000		\$ 1,771	\$ 229	\$ 2,000	\$ 2,000		\$ 1,771	\$ 229	\$ 2,000
Human Resources	\$ 247		\$ 218	\$ 28	\$ 247	\$ 291		\$ 258	\$ 33	\$ 291
Consultant Services	\$ 25,000		\$ 22,133	\$ 2,868	\$ 25,000	\$ 25,000		\$ 22,133	\$ 2,868	\$ 25,000
Cube Software License	\$ 6,600		\$ 5,843	\$ 757	\$ 6,600	\$ 6,600		\$ 5,843	\$ 757	\$ 6,600
TOTAL:	\$ 44,121	\$ 8,067	\$ 46,202	\$ 5,986	\$ 52,188	\$ 46,037	\$ 11,023	\$ 50,516	\$ 6,545	\$ 57,060

Previous Accomplishments

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

Objective

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

Discussion

MPOs are required to develop and maintain a travel demand forecast model that meets FHWA and FTA requirements per Title 23 U.S.C. Section 134, and California requirements as specified under Chapter 3 of the 2017 Regional Transportation Plan (RTP) Guidelines for Metropolitan Planning Organizations (MPO). The 2017 Regional Transportation Plan (RTP) Guidelines also specify certain capabilities for medium-sized MPOs (Sections 3.4 and 3.5). The ShastaSIM travel demand model fulfills these requirements. ShastaSIM measures the impact of population growth and planned or anticipated land development and calculates various transportation and mobility-related performance metrics for any given planning year. ShastaSIM informs decision makers as to the location and timing of improvements needed to maintain adequate level of service. Outputs from ShastaSIM and travel model post-processing are utilized in various planning documents including, but not limited to: the RTP, RTIP, FTIP (23 USC 134), corridor studies, special projects, and air quality conformity. ShastaSIM requires specialized software and extensive input data, including household travel surveys, socio-economic demographics, and parcel-level land use characteristics. Post-processing routines are required for procedures not found in ShastaSIM, such as calculations of mobile source emissions. SRTA may contact TMIP staff to determine an appropriate time to conduct a peer review given SRTA's RTP schedule.

Product 1: SRTA-led operation and maintenance of ShastaSIM activity-based travel demand model				
Task/Activity		Resp. Agency		Schedule
1.1	Manage a regionally representative technical advisory committee, known as the Shasta Model Users Group (SMUG).	SRTA, Consultant		Jul 2018 - Jun 2020
1.2	Perform routine updates and refinements of ShastaSIM, including actual and scheduled network changes, traffic count data, land use assumptions, speed limit information, population growth forecast update, and other inputs as needed.			
1.3	SRTA-led operation of TDM in support of other work elements.			
Product 2: Consultant-led operation and maintenance of ShastaSIM activity-based travel demand model				
Task/Activity		Resp. Agency		Schedule
2.1	Perform routine updates and refinements to TDM as directed, including actual and scheduled network changes, traffic count data, land use assumptions, speed limit information, population growth forecast update, and other inputs as needed.	Consultant		Jul 2018 - Jun 2020
2.2	Consultant-led operation of TDM in support of other work elements. Deliverable include model outputs and post-processing (e.g. emissions) outputs.			
Product 3: Education and training for operation of travel demand modeling				
Task/Activity		Resp. Agency		Schedule
3.1	SRTA staff participation in national or statewide travel demand modeling technical training and practitioner workgroups.	SRTA		As needed
3.2	Consultant-administered training for SRTA staff on TDM operation, maintenance, and emissions post-processing. Includes materials and training.	SRTA, Consultant		

WORK ELEMENT 706.02 **Public Transportation Planning & Coordination**

Agency: **SRTA** **Total Budget (FY 2018/19): \$115,773** **Estimated Budget (FY 2019/20): \$140,622**

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19										FY 2019/20						
	Expenditures		Revenue by Fund Source (\$)							Expenditures		Revenue by Fund Source (\$)					
			FTA 5303 Cash	Toll Credits Cash	FTA 5303 Total	FTA 5303 C/O	Toll Credits	FTA 5303 C/O Total	LTF	Direct	Indirect	FTA 5303	LTF				Toll Credits
SRTA	Direct	Indirect															
Personnel	\$62,056	\$48,727	\$58,887	\$7,629	\$66,516	\$7,605	\$985	\$8,590	\$36,000	\$70,989	\$64,430	\$56,660	\$78,758	\$-			\$6,499
Services & Supplies	\$3,500		\$2,033	\$263	\$2,296	\$1,066	\$138	\$1,204		\$3,500		\$1,981	\$1,519				\$227
Human Resources	\$1,489		\$865	\$112	\$977	\$457	\$59	\$516		\$1,704		\$964	\$739				\$111
	TOTAL:	\$67,046	\$48,727	\$61,784	\$8,005	\$69,789	\$9,127	\$1,183	\$10,310	\$36,000	\$76,193	\$64,430	\$59,606	\$81,016	\$-	\$-	\$6,837

Previous Accomplishments

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

Objective

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

Discussion

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

Product 1: Transit Coordination

Task/Activity		Resp. Agency	Schedule
1.1	Communication and coordination with intercity public transportation providers and public transportation providers operating in surrounding regions needed, including participation in discussions related to 'Shasta 211' services, as needed.	SRTA	Jul 2018 - Jun 2020
1.2	Participate in interagency meetings and workshops that support public transit planning, including: CalACT, transit board meetings, and/or similar such meetings.		
1.3	Discuss and develop scopes of work for a long-range transit plan with regional transit partners. Development of a long-range transit plan.		
1.4	Discuss and develop scopes of work for projects that are eligible for FTA 5307, 5311, and 5339 funding. Discuss options for obtaining more funds for the region, including discretionary FTA grants such as 5311(c), 5311(f), and 5339(c).		
1.5	Discuss and develop scopes of work for projects that are eligible for California State of Good Repair and other state funding. Discuss options for obtaining more funds for the region.		

Product 2: Public transportation data and analysis

Task/Activity		Resp. Agency	Schedule
2.1	Collect and review transit performance data.	SRTA	Jul 2018 - June 2020
2.2	Formulate and provide recommendations toward enhancing transit performance and/or efficiencies.		
2.3	Collect, audit, and report progress toward recommendations and performance targets for public transportation at year's end.		

Product 3: FTA grants technical assistance and management

Task/Activity		Resp. Agency	Schedule
3.1	Seek grant funding for the development of a long range transit plan for the region.	SRTA	Jul 2018 - Jun 2020
3.2	Administer FTA grants and work with local agencies and organizations on developing projects and applying for FTA grants, both regionally apportioned and competitive.		Jul 2018 - Jun 2020

Product 4: 2017 Shasta Coordinated Transportation Plan

Task/Activity		Resp. Agency	Schedule
4.1	Follow-up, and implement, the strategies from the 2017 Shasta Coordinated Transportation Plan.	SRTA	Jul 2018 - Jun 2020

Product 5: Intercity Public Transportation Services

Task/Activity		Resp. Agency	Schedule
5.1	Develop enhanced intercity public transportation projects, including both intercity bus and rail projects.	SRTA	Jul 2018 - Jun 2020

WORK ELEMENT 706.06**Greenhouse Gas Reduction Fund Programs**Agency: SRTA **Total Budget (FY 2018/19): \$ 25,120****Estimated Budget (FY 2019/20): \$ 24,149****ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20**

Staff Allocations and Funding Requirements	FY 2018/19				FY 2019/20			
	Expenditures		Revenue by Fund Source (\$)		Expenditures		Revenue by Fund Source (\$)	
SRTA	Direct	Indirect	LTF		Direct	Indirect	LTF	
Personnel	\$ 13,774	\$ 10,815	\$ 24,589		\$12,476	\$11,323	\$ 23,800	
Services & Supplies	\$ 200		\$ 200		\$ 50		\$ 50	
Human Resources	\$ 331		\$ 331		\$ 299		\$ 299	
TOTAL:	\$ 14,304	\$ 10,815	\$ 25,120	\$ -	\$12,826	\$11,323	\$ 24,149	\$ -

Previous Accomplishments

Reviewed annual Low Carbon Transit Operations Programs (LCTOP) allocation; reported on previous allocation; developed 16/17 expenditure proposal; tracked legislative actions related to LCTOP.

Objective

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

Discussion

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

Product 1: Administer LCTOP Funds

Task/Activity	Resp. Agency	Schedule
1.1 Review State Controller's Office LCTOP Eligible Allocation Summary	SRTA	Jul 2018 -June 2020
1.2 Review statutes, rules, and regulations, and pending legislation pertinent to LCTOP funding		Jul 2018 -June 2020
1.3 Review and process invoices for project work completion.		
1.4 Prepare semi-annual progress and final project report		Jul 2018 -June 2020
1.5 Participate in financial and performance auditing.		

WORK ELEMENT 706.07
North State Express Connect Business Plan

Agency: SRTA

Total Budget (FY 2018/19): \$ 52,042

Estimated Budget (FY 2019/20): \$ -

Total Budget (Caltrans Info Only): \$ 52,042

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19							FY 2019/20						
	Expenditures		Revenue by Fund Source (\$)					Expenditures		Revenue by Fund Source (\$)				
	Direct	Indirect	PPM	SPR	FHWA PL C/O Cash	Toll Credits Cash	Total FHWA C/O	Direct	Indirect	PPM	SPR	FHWA C/O	Toll Credits	
SRTA														
Personnel (FY 17/18)	\$ 18,622	\$ 14,622	\$ 25,000	\$ -	\$ 7,298	\$ 946	\$ 8,244	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services & Supplies (FY 17/18)	\$ 1,000		\$ -	\$ -	\$ 885	\$ 115	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Human Resources (FY 17/18)	\$ 447		\$ -	\$ -	\$ 396	\$ 51	\$ 447	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Data Purchase	\$ -				\$ -		\$ -							
Consultant	\$ 17,351		\$ -	\$ 17,351	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SRTA														
Personnel (FY 19/20)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
Services & Supplies (FY 19/20)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
Human Resources (FY 19/20)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
Consultant (FY 19/20)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
TOTAL:	\$ 37,420	\$ 14,622	\$ 25,000	\$ 17,351	\$ 8,579	\$ 1,112	\$ 9,691	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL (FY 19/20) Caltrans Info Only	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
TOTAL (FY 18/19 & 19/20) Caltrans Info Only	\$ 37,420	\$ 14,622	\$ 25,000	\$ 17,351	\$ 8,579	\$ 1,112	\$ 9,691							

Previous Accomplishments

In FY 17/18, the North State Express Connect Business Plan, (renamed North State Intercity Bus System Business Plan) ramped up to near full completion. Staff met with Caltrans to respond to outstanding grant award questions and receive the authorization to proceed. Staff developed and released a request for proposal to complete the business plan. Staff recommended award to GreenDOT Transportation Solutions with sub-consultants Nelson\Nygaard, CALSTART, and Grant Management Associates. All aspects of the grant have been worked on extensively from coordination to capital expense estimates and operating plan.

Objective

The project details an intercity bus network with a backbone I-5 service between Redding and Sacramento and feeder services linking Shasta, Modoc, Siskiyou, Humboldt, Lassen, Butte, Trinity, Tehama, Glenn, Lake and Colusa counties. It develops agreements with state, rail and regional partners and reaches out to rural, disadvantaged communities. It describes an environmentally friendly, secure, technology enabled service and develops cost analysis for operating and capital needs. The plan describes an accessible service to Sacramento International Airport, downtown Sacramento, and the Sacramento Amtrak Station for connections to the Capital Corridor, Coast Starlight, San Joaquin and eventual California High Speed Rail.

Discussion

The problem is that the North State needs a plan to improve intercity access to large urban markets in Sacramento and beyond. The northern third of California is essentially cut off from the rest of the state in regards to public transportation connections. The proposed North State (NS) Express Connect Business Plan will describe the details of enhanced bus transit as a mode choice for rural north state citizens to access Sacramento, the Amtrak Sacramento Valley Station, and the Sacramento International Airport.

The existing options for travel have significant limitations to effective transportation, including accessibility, cost and convenience. The current services include one passenger rail route daily between Sacramento and Redding, daily Amtrak Thruway bus deviating from a proposed NS Express Connect route, limited Greyhound bus service and a costly private shuttle service between Redding and the Sacramento International Airport. The challenges facing these existing interregional connections include limited destinations, inconvenient schedules, poor on time service, lack of station services, frequent stops, indirect routes, need for transfers, and prohibitive cost.

Existing service is inadequate for the following reasons.

- Passenger rail service occurs once daily northbound (3:14 A.M.) and once daily southbound (2:21 A.M.). Inconvenient hours, poor on time service, and lack of station services discourage ridership.
- Amtrak Thruway Bus service to Sacramento and Stockton routinely transports passengers, but tickets are only available as part of a rail trip.
- Greyhound bus service occurs four times daily, northbound and southbound. Frequent stops, indirect routes, inconvenient schedules and bus transfers limit ridership.
- First Class Shuttle service occurs three to four times on weekdays and twice on weekends for Sacramento International Airport passengers. The round trip cost of \$140 per passenger can be prohibitive; particularly for seniors, disadvantaged communities and low income populations.

Rural northern California has historically had transportation challenges that position the automobile as the primary mode choice for interregional travel. This is due to a lack of funding and to some extent, interregional perspective. There are continuous requests for a public transportation option between California's northern counties and the urbanized areas of Sacramento and the San Francisco Bay Area for employment, medical, and recreational trips. The 2015 Regional Transportation Plan for Shasta County explained the need for opportunities to expand interregional public transportation options, with a focus on replacing long distance interregional vehicle trips to airports and other large urban destinations (RTP/SCS page 13). However, constrained federal and state funding resources as well as State, local and regional priorities have absorbed available funding resources and left a true interregional service unobtainable.

Product 1: Procurement and Reporting

Task/Activity	Resp. Agency	Schedule
1.1 Invoicing and reporting. Deliverables are quarterly reports, invoices, and final report	SRTA	Jun 2017 - Jun 2019
1.2 Conduct consultant solicitation. Deliverables are procurement package(s) including request for proposals, proposals and selection documents	SRTA	Jun 2017 - Oct 2018
1.3 Kick-off meeting between SRTA, consultant and Caltrans. Deliverables are kick-off meeting agenda and minutes; project management plan with defined roles; updated project schedule	SRTA, consultant	Aug 2017 - Oct 2018

Product 2: State, Rail, and Super Region Coordination

Task/Activity	Resp. Agency	Schedule
2.1 State Partnership Coordination. Deliverables are meeting notes from initial meeting, six-eight follow up meetings or conference calls.	SRTA, consultant	Jun 2017 - Dec 2018
2.2 Rail and Private Partnership Coordination. Deliverables are meeting notes from initial meetings, six-eight follow up meetings or conference calls.	SRTA, consultant	Jun 2017 - Dec 2018
2.3 Super Region Transit Partnership Coordination. Deliverables are meeting notes from scheduled Super Region meeting(s) and individual agency conference calls.	SRTA, consultant	Jun 2017 - Dec 2018

Product 3: Site and energy analysis for E-bus charging stations and downtime parking

Task/Activity	Resp. Agency	Schedule
3.1 Site analysis and recommendation. Deliverables are E-bus charging and parking site suitability analysis.	SRTA, consultant	Oct 2017 - Dec 2017
3.2 Cost analysis of utility requirements for proposed E-bus charging locations. Deliverables are E-bus charging locations capacity and cost analysis.	SRTA, consultant	Jan 2018 - Jun 2018
3.3 Cost analysis of infrastructure needs for proposed E-bus downtime parking locations. Deliverables are E-bus parking infrastructure cost analysis.	SRTA, consultant	Jan 2018 - Jun 2018

Product 4: Facilities access process and cost analysis

Task/Activity	Resp. Agency	Schedule
4.1 Documenting facility access process. Deliverable is facilities access process documentation.	SRTA, consultant	Oct 2017 - Jun 2018
4.2 Cost analysis for facility access. Deliverable is facilities access initial and on-going cost analysis.	SRTA, consultant	Jan 2018 - Jun 2018

Product 5: Ticketing structures audit and integration recommendation				
Task/Activity			Resp. Agency	Schedule
5.1	Ticketing structures audit and integration recommendation. Deliverable is ticketing structure audit.		SRTA, consultant	Oct 2017 - Jan 2018
5.2	On-demand and smart mobile ticketing. Deliverables are smart ticketing report and integration path forward.		SRTA, consultant	Jan 2018 - Jun 2018
5.3	Cost analysis for ticketing integration. Deliverable is smart ticketing and integration cost analysis.		SRTA, consultant	Jan 2018 - Jun 2018
Product 6: Ridership demand analysis (includes data)				
Task/Activity			Resp. Agency	Schedule
6.1	Big data to pinpoint current rider habits. Deliverable is big data purchase.		SRTA, consultant	Oct 2017 - Jan 2018
6.2	Ridership demand analysis. Deliverables are ridership demand analysis and stakeholder buy-in.		SRTA, consultant	Dec 2017 - Jun 2019
6.3	Public outreach. Deliverable is outreach report.		SRTA, consultant	Feb 2018 - Jun 2019
Product 7: Scheduling coordination				
Task/Activity			Resp. Agency	Schedule
7.1	Analyze existing schedules and identify potential for scheduling coordination. Deliverables are coordinated schedule and two alternatives		SRTA, consultant	Oct 2017 - Jun 2018
Product 8: Secure passenger parking				
Task/Activity			Resp. Agency	Schedule
8.1	Passenger parking infrastructure improvements. Deliverables are mockups and descriptions of parking infrastructure improvements.		SRTA, consultant	Oct 2017 - Feb 2018
8.2	Cost analysis for secure parking infrastructure improvements. Deliverables are secure passenger parking facilities cost analysis.		SRTA, consultant	Feb 2018 - Jun 2018
Product 9: Maintenance facility contract or site improvements analysis				
Task/Activity			Resp. Agency	Schedule
9.1	Redding maintenance facility for buses, including overnight bus storage. Deliverables are RABA maintenance yard infrastructure, administrative and contractor needs report, as well as an optional maintenance and bus storage location needs report.		SRTA, consultant	Oct 2017 - Feb 2018
9.2	Cost analysis for RABA improvements and optional independent contractor. Deliverables are Maintenance yard and bus storage cost analysis for RABA maintenance yard and for independent contractor.		SRTA, consultant	Feb 2018 - Jun 2018
Product 10: Fare structure and operating budget				
Task/Activity			Resp. Agency	Schedule
10.1	Fare structure. Deliverables are Fare structure that encourages longer trips and includes demand pricing.		SRTA, consultant	May 2018 - Nov 2018
10.2	Operating budget. Deliverables are operating budget for NS Express Connect.		SRTA, consultant	May 2018 - Nov 2018
Product 11: E-bus needs and costs analysis				
Task/Activity			Resp. Agency	Schedule
11.1	E-bus needs. Deliverables are E-bus capital needs inventory.		SRTA, consultant	Oct 2017 - Feb 2018
11.2	Capital cost analyses. Deliverables are E-bus purchase and optional lease cost analysis .		SRTA, consultant	Dec 2017 - Apr 2018
Product 12: Final Business Plan				
Task/Activity			Resp. Agency	Schedule
12.1	Compilation of prior tasks into a final business plan. Deliverable is North State Express Connect Business Plan.		SRTA, consultant	Nov 2018 - Dec 2018

WORK ELEMENT 706.08**Sunday Transit Service Demonstration Project**

Agency: SRTA Total Budget (FY 2018/19): \$ 49,106

Estimated Budget (FY 2019/20): \$ 52,720

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19				FY 2019/20			
	Expenditures		Revenue by Fund Source (\$)		Expenditures		Revenue by Fund Source (\$)	
SRTA	Direct	Indirect	LTF		Direct	Indirect	LTF	
Personnel	\$ 26,590	\$ 20,878	\$ 47,468		\$26,776	\$24,302	\$ 51,078	
Services & Supplies	\$ 1,000		\$ 1,000		\$ 1,000		\$ 1,000	
Human Resources	\$ 638		\$ 638		\$ 643		\$ 643	
Vendor (TBD)	\$ -		\$ -	\$ -				
TOTAL:	\$ 28,228	\$ 20,878	\$ 49,106	\$ -	\$28,418	\$24,302	\$ 52,720	\$ -

Previous Accomplishments

This was a new work element started in FY 2017/18. A ridership survey was conducted to better understand rider needs; existing transit services were evaluated; potential vendors were identified; recommendations on possible transit service options were presented; a preferred solution was chosen and a business plan was developed.

Objective

To explore the potential for using on-demand transit services to meet community transportation needs and provide an initial pilot service for the region.

Discussion

Sunday transit service has been a long-standing public request and is an identified need in the Redding Area Bus Authority's (RABA) short-range transit plan and SRTA's fiscal year 2016/17 Unmet Transit Needs findings. In response to this need, the SRTA Board of Directors approved an application for a FTA competitive grant program to provide "on-demand" Sunday transit service in June 2016. SRTA was not awarded grant funding, however SRTA supports exploring this concept further by developing an implementation plan for a potential Sunday transit service demonstration project. "On-demand" transit services utilize smart phone applications, GPS vehicle tracking, and advanced dispatch software to provide rider-responsive mobility when and where it's needed.

Product 1: Sunday Transit Service Demonstration Project Oversight

Task/Activity	Resp. Agency	Schedule
1.1 Project administration/management - Implement the business plan adopted by the SRTA Board of Directors	SRTA	Jul 2018 - Jun 2020
1.2 Procure a vendor or vendors to provide the service		Jul 2018 - Dec 2018

Product 2: Sunday Transit Service Demonstration Project Implementation

Task/Activity	Resp. Agency	Schedule
2.1 Manage and run the day-to-day aspects of the new Sunday Transit Service.	Vendor	TBD

WORK ELEMENT 706.09 North State Intercity Bus System Administration and Operations

Agency: SRTA Total Budget (FY 2018/19): \$ 63,690 Estimated Budget (FY 2019/20): \$ 52,720

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19				FY 2019/20			
	Expenditures		Revenue by Fund Source (\$)		Expenditures		Revenue by Fund Source (\$)	
SRTA	Direct	Indirect	TIRCP		Direct	Indirect	TIRCP	
Personnel	\$ 34,651	\$ 27,208	\$ 61,858		\$26,776	\$24,302	\$ 51,078	
Services & Supplies	\$ 1,000		\$ 1,000		\$ 1,000		\$ 1,000	
Human Resources	\$ 832		\$ 832		\$ 643		\$ 643	
Consultant	\$ -		\$ -		\$ -		\$ -	
TOTAL:	\$ 36,482	\$ 27,208	\$ 63,690	\$ -	\$28,418	\$24,302	\$ 52,720	\$ -

Previous Accomplishments

This is a new work element in FY 2018/19.

Objective

To provide day-to-day administrative oversight for the North State Intercity Bus project.

Discussion

Starting in fiscal year 2018/19, SRTA became the day-to-day administrative staff for the North State Intercity Bus System. The North State Intercity Bus provides public transit express services between Redding and Sacramento. The tasks and staff/consultant time under the North State Intercity bus budget are for activities that are operational in nature and cannot be funded by SRTA's planning funds. The purpose of this work element is to reflect SRTA staff and consultant time devoted to North State Intercity Bus operations. The FY 18/19 North State Intercity Bus Service Plan and Budget is a separate document from this OWP.

***Note - This work element is dependent on being awarded funds that have not been announced yet.**

Product 1: Administration

Task/Activity	Resp. Agency	Schedule
1.1 Work with local transit systems in North State Intercity Bus System counties on operational issues for intercity bus service.	SRTA	Jul 2018 - Dec 2019
1.2 Develop and implement intercity transit marketing program.	SRTA	July 2018- June 2020
1.3 Procurement for capital purchases and intercity transit operating expenses.	SRTA/ Consultant	Jul 2018 - Dec 2019
1.4 Implement budget, invoicing and reporting requirements for intercity transit operations. Update budget annually.	SRTA	July 2018- June 2020
1.5 Monitor, program, maintain, and capital purchases, as needed.	SRTA	July 2018- June 2020

Product 2: Operations

Task/Activity	Resp. Agency	Schedule
2.1 Supervise contractor on day-to-day administrative issues for North State Intercity Bus System.	SRTA	July 2018- June 2020

Corridor Studies & Project Review

Estimated Budget (FY 2019/20):	\$ 32,932
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Staff Allocations and Funding Requirements	FY 2018/19					FY 2019/20				
	Expenditures		Revenue by Fund Source (\$)			Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	FHWA C/O Cash	Toll Credits Cash	Total FHWA	Direct	Indirect	FHWA C/O Cash	Toll Credits Cash	Total FHWA
SRTA										
Personnel	\$ 16,685	\$ 13,101	\$ 26,370	\$ 3,416	\$ 29,786	\$ 17,023	\$ 15,450	\$ 28,749	\$ 3,725	\$ 32,473
Services & Supplies	\$ 400		\$ 354	\$ 46	\$ 400	\$ 50		\$ 44	\$ 6	\$ 50
Human Resources	\$ 400		\$ 355	\$ 46	\$ 400	\$ 409		\$ 362	\$ 47	\$ 409
TOTAL:	\$ 17,485	\$ 13,101	\$ 27,078	\$ 3,508	\$ 30,587	\$ 17,482	\$ 15,450	\$ 29,155	\$ 3,777	\$ 32,932

Task/Activity		Resp. Agency	Schedule
1.1	Communication and coordinate with Caltrans and affected jurisdictions in the early consultation and review of project study reports and other scoping documents as they relate to the 2018 RTP/SCS.	SRTA	As needed
Product 2:	Review and Analysis of Local Agency Projects of Regional Significance		
Task/Activity		Resp. Agency	Schedule
2.1	Review local projects, determine impacts, and assess consistency with the regional transportation plan.	SRTA	As needed
2.2	Review, comment and make determination on projects that request input on whether project is consistent with SRTA's Sustainable Communities Strategy, for CEQA streamlining		

WORK ELEMENT 707.02	Safe Routes to Schools Non Infrastructure Grant
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Agency: SRTA/Healthy Shasta	Total Budget (FY 2018/19): \$ 180,944	Estimated Budget (FY 2019/20): \$ 4,920	
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ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19				FY 2019/20			
	Expenditures		Revenue by Fund Source (\$)		Expenditures		Revenue by Fund Source (\$)	
	Direct	Indirect	SRTS		Direct	Indirect	PPM	
SRTA								
Personnel	\$ 5,994	\$ 4,706	\$ 10,700	\$ -	\$ 2,495	\$ 2,265	\$ 4,760	\$ -
Services & Supplies	\$ 100		\$ 100	\$ -	\$ 100		\$ 100	\$ -
Human Resources	\$ 144		\$ 144	\$ -	\$ 60		\$ 60	\$ -
Shasta County HHSA (ATP Cycle 1)	\$ 170,000		\$ 170,000		\$ -		\$ -	
TOTAL:	\$ 176,237	\$ 4,706	\$ 180,944	\$ -	\$ 2,655	\$ 2,265	\$ 4,920	\$ -

Previous Accomplishments
 Coordination of Shasta County Safe Routes to School Non-infrastructure grant. Provided Bike & Walk to School Day training and resources for school personnel and parent volunteers to implement Bike and Walk to School day events. Provided support for planning and implementation of three walking school buses. Provided a bicycle safety activity at three high schools and two walk audits at schools. Contracted with Shasta Living Streets to coordinate a "Family Bicycling Day" on Sequoia Street to celebrate the Safe Routes to School project that was completed on Sequoia Street. Provided helmet fitting, bicycle and pedestrian safety courses and activities various community events. Coordinated the 10th annual bike and pedestrian count in Redding.

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

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

Product 1: Grant administration

Task/Activity	Resp. Agency	Schedule
1.1 Contract management, fiscal accounting and reporting.	SRTA	Jul 2018 - Jun 2020

Product 2: ATP SR2S Cycle 1 Grant Work Program

Task/Activity	Resp. Agency	Schedule
2.1 Conduct and/or participate in pedestrian and bicycle programs, activities and initiatives that support pedestrian and bicycle travel and safety.	Shasta County HHSA	Jul 2018 - Nov 2018
2.2 Provide pedestrian curriculum with Redding and Cascade School District to at least six (6) classes. Provide helmet fitting and bike education to community groups as requested. Provide Walk to School (WTS) Day trainings to parents and schools. Provide one (1) W2S day training to Shasta County Schools.		Aug 2018 - Nov 2018
2.3 Train and work with an organization, to provide at least 5-10 ped/bike safety activities at 5-10 schools. Encourage and support at least two (2) walking school busses within the County.		Jul 2018 - Nov 2018
2.4 Continue to work with law enforcement to give safety lights to children who are riding/walking safely in Anderson. Continue relationship with law enforcement to assist with Walk to School Day/Xing guard training.		July 2018, Nov 2018
2.5 Encourage and support daily walking school buses/bike trains opportunities as they arise.		Jul 2018 - Nov 2018
2.6 Work with cities in Shasta County, schools, and community partners to provide resources, such as signage or other materials, for bicycle courses where bicycle safety education events will take place.		Jul 2018 - Nov 2018
2.7 Distribute National Safe Routes to School parent surveys and submit to National SRTS Center.		Aug 2018 - Nov 2018
2.8 Expand and coordinate annual bicycle/pedestrian counts in Shasta County.		Aug 2018 - Nov 2018

WORK ELEMENT 707.03	Alternative Fuels Vehicle Planning
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Agency: SRTA	Total Budget (FY 2018/19): \$ 31,861	Estimated Budget (FY 2019/20): \$ 32,867
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ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19					FY 2019/20				
	Expenditures		Revenue by Fund Source (\$)			Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	FHWA C/O Cash	Toll Credits Cash	Total FHWA	Direct	Indirect	FHWA C/O Cash	Toll Credits Cash	Total FHWA
SRTA										
Personnel	\$ 16,781	\$ 13,177	\$ 26,522	\$ 3,436	\$ 29,958	\$ 16,989	\$ 15,419	\$ 28,691	\$ 3,717	\$ 32,409
Services & Supplies	\$ 1,500		\$ 1,328	\$ 172	\$ 1,500	\$ 50		\$ 44	\$ 6	\$ 50
Human Resources	\$ 403		\$ 357	\$ 46	\$ 403	\$ 408		\$ 361	\$ 47	\$ 408
Consultant Services	\$ -		\$ -		\$ -	\$ -		\$ -		\$ -
TOTAL:	\$ 18,684	\$ 13,177	\$ 28,207	\$ 3,654	\$ 31,861	\$ 17,447	\$ 15,419	\$ 29,097	\$ 3,770	\$ 32,867

Previous Accomplishments
 Provided technical support and Shasta County data for the Upstate Region Plug-in Electric Vehicle (PEV) Readiness Plan. Invited Siskiyou County Economic Development Council to present findings and next steps regarding Upstate Region PEV Readiness Plan. Provided letters of support for grant applications. Helped coordinate the hosting of a Clean Cities Coalition symposium. Participated in statewide webinars/teleconferences related to alt fuels planning. Developed scope of work for a DC charging station project. California Energy Commission DC fast charge stations were completed and install in the cities of Redding and Anderson.

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

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

Product 1: Policy Monitoring, Interagency Participation and Grants			
Task/Activity		Resp. Agency	Schedule
1.1	Review and comment on federal or state policies, laws, programs, funding and priorities related to zero-emission and hybrid vehicles and infrastructure.	SRTA	Jul 2018 - Jun 2020
1.2	Participate in interagency meetings related to zero-emission and hybrid vehicles and infrastructure that support transportation planning and programming.		
Product 2: Upstate Region PEV Planning			
Task/Activity		Resp. Agency	Schedule
2.1	Participate in Upstate Region PEV Coordinating Council meetings for the planning of PEV infrastructure.	SRTA	Quarterly
2.2	Distribute hardcopy and electronic educational materials on PEVs prepared by the Upstate Region PEV Coordinating Council.	SRTA	as needed

WORK ELEMENT 707.04 **Goods & Freight Coordination and Planning**

Agency: **SRTA** **Total Budget (FY 2018/19): \$71,424** **Estimated Budget (FY 2019/20): \$ 90,373**

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19						FY 2019/20				
	Expenditures		Revenue by Fund Source (\$)				Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	PPM	FHWA PL Cash	Toll Credits Cash	Total FHWA	Direct	Indirect	PPM		
SRTA											
Personnel	\$ 38,649	\$30,348	\$49,418	\$ 17,333	\$ 2,246	\$ 19,579	\$46,761	\$42,440	\$ 89,201		
Services & Supplies	\$ 1,500		\$ 1,500				\$ 50		\$ 50		
Human Resources	\$ 928		\$ 928				\$ 1,122		\$ 1,122		
TOTAL:	\$ 41,077	\$30,348	\$51,845	\$ 17,333	\$ 2,246	\$ 19,579	\$47,933	\$42,440	\$ 90,373	\$ -	\$ -

Previous Accomplishments

The North State Transportation for Economic Development Study was completed in late 2013. The 'Far Northern California Consolidated Goods & Freight Hub Study and Demonstration Project' was completed in December 2017, with a focus on connecting two regional agriculture clusters to a high volume buyer in the Sacramento Area via consolidated transport. A new freight element was added to the 2018 RTP/SCS, focusing on strategic freight nodes and corridors, similar in strategy to the successful strategic growth area concept developed for the SCS.

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.

Discussion

Goods and freight movement is a federal priority in support of economic development. SRTA near term focus is to develop programs and projects that support freight policies added to the 2018 RTP/SCS, including a focus on strategic freight nodes and corridors.

Product 1: Freight Coordination and Planning

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

Product 2: Strategic Freight Nodes and Corridors Development

Task/Activity	Resp. Agency	Schedule
2.1 In consultation with transportation partners and private industry stakeholders, identify and develop priority projects serving identified strategic freight nodes and corridors identified in the 2018 RTP.	SRTA	Jul 2018 - Jun 2020
2.2 Outreach to private sector freight stakeholders, including possible role in organization of ad-hoc/ongoing freight technical advisory committee (requires interested private sector freight partners willing and able to engage in the regional planning process).		

WORK ELEMENT 707.07 **RCEA Hydrogen Fuel-Cell Readiness Project**

Agency: SRTA Total Budget (FY 2018/19): \$8,234 Estimated Budget (FY 2019/20): \$ -

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19						FY 2019/20				
	Expenditures		Revenue by Fund Source (\$)				Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	RCEA	FHWA C/O Cash	Toll Credits Cash	Total FHWA	Direct	Indirect	RCEA	FHWA C/O	Toll Credits
SRTA											
Personnel	\$ 4,496	\$3,530	\$2,000	\$ 5,335	\$ 691	\$ 6,026	\$ -	\$ -	\$ -	\$ -	\$ -
Services & Supplies	\$ 100			\$ 89	\$ 11	\$ 100	\$ -			\$ -	\$ -
Human Resources	\$ 108			\$ 96	\$ 12	\$ 108	\$ -			\$ -	\$ -
	\$ -						\$ -			\$ -	\$ -
TOTAL:	\$ 4,704	\$3,530	\$2,000	\$ 5,519	\$ 715	\$ 6,234	\$ -	\$ -		\$ -	\$ -

Previous Accomplishments

This was a new work element in FY 17/18. SRTA participating in draft studies and outreach efforts in the Shasta Region.

Objective

To encourage the planning of alternative fuels vehicles and infrastructure, with an emphasis on Hydrogen fuel cell technology.

Discussion

Metropolitan planning for the region should minimize transportation-related fuel consumption and air pollution (23 CFR 450.300). The latest generation of alternative fuel vehicles include plug-in electric vehicles (PEVs) and hydrogen fuel cell vehicles. The State is emphasising research, innovation and technologies for both electric and fuel cell vehicles and infrastructure. The Redwood Coast Energy Authority (RCEA) applied for and received funding to develop a hydrogen fuel-cell readiness plan for the North Coast and Upstate PEV planning regions. The project will explore the potential for hydrogen fuel-cell fueling infrastructure including a potential station in Shasta County. SRTA staff will participate as a technical advisor on activities in Shasta County, data related to fuel-cell technologies and coordinate discussions with regional partners during the project. A small amount of funding was acquired as part of the grant to offset a portion of SRTA's involvement in the project.

Product 1: North Coast and Upstate Fuel Cell Vehicle Readiness Project

Task/Activity	Resp. Agency	Schedule
1.1 Participate in North Coast and Upstate Fuel Cell Vehicle Readiness Project meetings.	SRTA	Quarterly
1.2 Assist in coordination with local agencies and interested parties on implementing the North Coast and Upstate Fuel Cell Vehicle Readiness Project for Shasta County. (RCEA funds)		Jul 2018 - Jun 2020
1.3 Assist in regional outreach efforts and promote Fuel Cell Electric Vehicle (FCEV) use.		

WORK ELEMENT 708.03**Transportation Development Act (TDA)**

Agency: SRTA

Total Budget (FY 2018/19): \$131,209

Estimated Budget (FY 2019/20): \$ 111,749

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19				FY 2019/20			
	Expenditures		Revenue by Fund		Expenditures		Revenue by Fund Source (\$)	
	Direct	Indirect	LTF		Direct	Indirect	LTF	
SRTA								
Personnel	\$ 55,941	\$ 43,925	\$ 99,866		\$55,394	\$50,276	\$ 105,669	
Services & Supplies	\$ 400		\$ 400		\$ 50		\$ 50	
Human Resources	\$ 1,343		\$ 1,343		\$ 1,329		\$ 1,329	
Consultant Services (Financial Audit)	\$ 4,600		\$ 4,600		\$ 4,700		\$ 4,700	
Consultant Services (Triennial Audit)	\$ 25,000		\$ 25,000					
TOTAL:	\$ 87,283	\$ 43,925	\$131,209	\$ -	\$61,473	\$50,276	\$ 111,749	\$ -

Previous Accomplishments

Administration of Transportation Development Act (TDA) and fiscal auditing of expenditures. Completed triennial audit for FY 2012/13, 2013/14, and 2014/15. Completed annual audit for FY 2014/15. Produced and distributed 2018/19 Transit Needs Assessment.

Objective

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

Discussion

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

Product 1: TDA Administration

Task/Activity	Resp. Agency	Schedule
1.1 Prepare LTF and STA Findings of Apportionment.	SRTA	Feb 2019, Feb 2020
1.2 Review LTF and STA claims submitted by claimants including associated technical assistance needed for adequate and proper reporting.		May-June 2019, May-June 2020
1.3 Review statutes, rules, and regulations, and pending legislation pertinent to transit and transit funding.		Ongoing
1.4 Organize and support Social Services Transportation Advisory Council (SSTAC).		Jul 2018 - Jun 2019 / Jul 2019 - Jun 2020
1.5 Prepare audits as required under the TDA.		Sept-Oct 2018, Sept-Oct 2019
1.6 Engage independent auditor.		Jun 2019, Jun 2020
1.7 Prepare claims for Board of Directors approval.		Jun 2019, Jun 2020
1.8 Claim scheduling and payment.		Monthly
1.9 Perform TDA fund accounting.		Monthly

Product 2: Annual Transit Needs Assessment

Task/Activity	Resp. Agency	Schedule
2.1 Review prior year Transit Needs Assessment; solicit public input (comments, surveys, interviews, etc.), collect transit data and reports, perform farebox analysis, and CTSA performance analysis; prepare data for inclusion in draft document, update tables, and information.	SRTA	Oct 2018 - Dec 2018 / Oct 2019 - Dec 2019
2.2 Receive, review, and summarize data from transit providers for the Transit Needs Assessment, including but not limited to: ridership information; service hours and route information; productivity improvements; and public/rider feedback received. Conduct transit scenario planning utilizing data collected and public input. Evaluate potential performance of scenarios. Identify any scenarios that may be reasonable.		
2.3 Provide draft document to transit operators, CTSA, and SSTAC for review; revise and prepare final draft for public comment and adoption.		Dec 2018 - Jan 2019 / Dec 2019 - Jan 2020
2.4 Prepare staff report, resolution and presentation for board of directors/public hearing.		Feb 2019 / Feb 2020
2.5 Submit final document to Caltrans for acceptance.		Mar 2019 / Mar 2020

WORK ELEMENT 708.04**Transit and CTSA Agency Administration**

Agency: SRTA/RABA Total Budget (FY 2018/19): \$592,206

Estimated Budget (FY 2019/20): \$ 603,617

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19				FY 2019/20			
	Expenditures		Revenue by Fund Source		Expenditures		Revenue by Fund Source	
	Direct	Indirect	LTF	TDA	Direct	Indirect	LTF	TDA
SRTA								
Personnel	\$ 15,535	\$ 12,198	\$ 27,733	\$ -	\$ 14,789	\$ 13,423	\$ 28,212	\$ -
Services & Supplies	\$ 100		\$ 100	\$ -	\$ 50		\$ 50	\$ -
Human Resources	\$ 373		\$ 373	\$ -	\$ 355		\$ 355	\$ -
Shasta County TDA Adm.	\$ 24,000			\$ 24,000	\$ 25,000			\$ 25,000
City of Redding RABA Administration	\$ 540,000			\$ 540,000	\$550,000			\$ 550,000
TOTAL:	\$ 580,008	\$ 12,198	\$ 28,206	\$ 564,000	\$590,194	\$ 13,423	\$ 28,617	\$ 575,000

Previous Accomplishments

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

Objective

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

Discussion

SRTA is the designated recipient and responsible administrator of Transportation Development Act (TDA) funds. SRTA provides general oversight to ensure the most effective, efficient, and transparent use of TDA funds. SRTA presently enlists the city of Redding and the county of Shasta to perform administration for RABA.

SRTA administers Consolidated Transportation Services Agency (CTSA) transportation, while Dignity Health Connected Living (DHCL - formerly Shasta Senior Nutrition Program) provides CTSA transportation services. A new CTSA service operation contract was issued July 2017 to DHCL for up to five years. SRTA develops updated policies and procedures regarding the CTSA.

Product 1: RABA Administration

Task/Activity	Resp. Agency	Schedule
1.1 RABA administration and management.	Redding/ Shasta County	Jul 2018 - Jun 2020

Product 2: CTSA Administration

Task/Activity	Resp. Agency	Schedule
2.1 SRTA administration of specialized transit services.	SRTA	Jul 2018 - Jun 2020

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

Agency: SRTA

Total Budget (FY 2018/19): \$ 8,403

Estimated Budget (FY 2019/20): \$ 7,947

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19				FY 2019/20			
	Expenditures		Revenue by Fund Source (\$)		Expenditures		Revenue by Fund Source (\$)	
	Direct	Indirect	NSSR		Direct	Indirect	NSSR	
SRTA								
Personnel	\$ 4,368	\$3,430	\$ 7,799		\$ 4,088	\$3,711	\$ 7,799	
Services & Supplies	\$ 500		\$ 500		\$ 50		\$ 50	
Human Resources	\$ 105		\$ 105		\$ 98		\$ 98	
TOTAL:	\$ 4,973	\$3,430	\$ 8,403	\$ -	\$ 4,236	\$3,711	\$ 7,947	\$ -

Previous Accomplishments

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

Objective

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

Discussion

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

Product 1: North State Super Region

Task/Activity		Resp. Agency	Schedule
1.1	Facilitate NSSR meetings.	SRTA	2 per year
1.2	Maintain and update NSSR website as needed. Invoiced contributing agencies of the NSSR.		Jul 2018 - Jun 2020

WORK ELEMENT 901.02**Victor Avenue Corridor Phasing Plan**Agency: Redding **Total Budget (FY 2018/19): \$ 5,000**

Estimated Budget (FY 2019/20): \$ -

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2018/19 & 2019/20

Staff Allocations and Funding Requirements	FY 2018/19				FY 2019/20			
	Expenditures		Revenue by Fund		Expenditures		Revenue by Fund Source	
Redding	Direct	Indirect	FHWA C/O	Toll Credits	Direct	Indirect	FHWA C/O	Toll Credits
	\$ 5,000		\$ 5,000	\$ 574	\$ -		\$ -	\$ -
TOTAL:	\$ 5,000	\$ -	\$ 5,000	\$ 574	\$ -	\$ -	\$ -	\$ -

In-kind match to be provided by City of Redding in the amount of \$15,000 (Cash: \$10,000; In-kind: \$5,000). Total project cost: \$85,000.

Previous Accomplishments

Project was started in FY 2016/17.

Objective

The purpose of this project is to determine the necessary right-of-way and improvements needed to create a Complete Streets transportation corridor that connects travelers to key regional highways (I-5 and SR 44). This project will help the city of Redding determine the improvements needed, timing of improvements and lead to projects that can implement the regional transportation plan.

Discussion

Victor Avenue, between Hartnell Avenue and Old Alturas Road, is a 1.5 mile partially developed corridor with sidewalk and bike lane gaps and varied right of way widths. Victor Avenue is a key north-south corridor that connects residents and travelers to Interstate-5 to the south and State Route 44 to the north. The west side is largely developed with older homes fronting the roadway with multiple access points and no pedestrian/bike facilities. The east side is partially developed/widened with incongruent right of way drainage problems. The roadway crown is off-center and the pavement is failing in most cases.

The corridor needs to be studied to develop a proposed phasing plan for improvements that meets the needs of all transportation modes in the short and long term. In addition to addressing localized needs, planning for this corridor is an ideal opportunity for a demonstration/reference project for inclusion in the GoShasta Regional Active Transportation Plan. Design standards for this project may then be used as the template for the development of select future intra-regional active transportation emphasis corridors. Project needs include determining right of way and roadway sections, and defining the location of bike, pedestrian and transit facilities. It will provide a phased approach for conditioning development and preparing capital projects for grant submission and construction, including programming of projects in the region's transportation improvement programs. The project meets the Regions RTP Goal #1 to plan and utilize a significant arterial in the City, Goals #2 and #3 to increase capacity for all modes and transportation options both in the short and long terms, Goal #4 Objective 4.2 to enhance safety and well-being and Goal #6 to provide public access to planning. It also aligns well with the SCS to expand our bike/pedestrian infrastructure in order to encourage less vehicular travel.

Note: SRTA staff support, technical assistance and coordination is budgeted under WE 707.01.

Product 1: Project Management

Task/Activity	Resp. Agency	Schedule
1.1 Prepare scope of work and procure consultant(s). Coordinate procurement with SRTA as applicable.	City of Redding/ SRTA	Completed
1.2 Execute and manage consultant contracts	City of Redding	Completed
1.3 Provide quarterly updates to SRTA, including requests for reimbursement.		
1.4 Project Kickoff		
1.5 Project communication and progress reporting		on-going

Product 2: Data Collection and Modeling

Task/Activity	Resp. Agency	Schedule
2.1 Existing traffic data collection and right of way identification. This task will analyze collision rates, LOS, typical sections, gaps and other modal data.	Consultant	Completed
2.2 Future conditions forecasting and project alternatives. This task will look at estimates of future use of all modes and develop designs for ultimate use of the roadway.		Jul 2018- Dec 2018
2.3 Evaluate adjacent destinations and consider near- and long-term connections, including but not limited to Alta Mesa Elementary School, Enterprise High School Clover Creek Preserve. Also consider city plans and opportunities as it relates to trails in the Churn Creek natural corridor.	City of Redding/ Consultant	Jul 2018- Dec 2018

Product 3: Project Report

Task/Activity	Resp. Agency	Schedule
3.1 Prepare draft Roadway and Phasing Plan. Provide draft plan to SRTA for review and comment. Will likely hold one or two public meetings to gain stakeholder input as well as receive input from the City's Active Transportation Committee.	Consultant	Completed
3.2 Final Roadway and Phasing Plan. Staff may present the results to the City Council or the SRTA Board of Directors.		Dec 2018

APPENDIX A – PLANNING PROCESS CERTIFICATION

FY 2018/19 FHWA & FTA METROPOLITAN TRANSPORTATION PLANNING PROCESS CERTIFICATION

FY 2018/2019 FHWA and FTA Metropolitan Transportation Planning Process Self-Certification

In accordance with 23 CFR part 450, the California Department of Transportation and the Shasta Regional Transportation Agency (SRTA), the designated Metropolitan Planning Organization for the Shasta County urbanized area(s), hereby certify that the transportation planning process is being carried out in accordance with all applicable requirements including:

- (1) 23 U.S.C. 134, 49 U.S.C. 5303, and subpart C of 23 CFR part 450;
- (2) In nonattainment and maintenance areas, sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93;
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d–1) and 49 CFR part 21;
- (4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- (5) Section 1101(b) of the FAST Act (Pub. L. 114-94) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- (6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (7) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
- (8) The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- (9) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- (10) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

MPO Authorizing Signature

Executive Director

Title

Date

Caltrans District Approval Signature

Title

Date

APPENDIX B – FTA CERTIFICATION AND ASSURANCES

FTA FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES FOR FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS (Signature pages alternative to providing Certifications and Assurances in TrAMS)

Name of Applicant: Shasta Regional Transportation Agency

The Applicant agrees to comply with applicable provisions of Categories 01 – 21. ☒

OR

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

Category	Description	
01.	Required Certifications and Assurances for Each Applicant.	_____
02.	Lobbying.	_____
03.	Private Sector Protections.	_____
04.	Rolling Stock Reviews and Bus Testing.	_____
05.	Demand Responsive Service.	_____
06.	Intelligent Transportation Systems.	_____
07.	Interest and Financing Costs and Acquisition of Capital Assets by Lease.	_____
08.	Transit Asset Management Plan, Public Transportation Safety Program, and State Safety Oversight Requirements.	_____
09.	Alcohol and Controlled Substances Testing.	_____
10.	Fixed Guideway Capital Investment Grants Program (New Starts, Small Starts, and Core Capacity Improvement).	_____
11.	State of Good Repair Program.	_____
12.	Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs.	_____
13.	Urbanized Area Formula Grants Programs and Passenger Ferry Grant Program.	_____
14.	Enhanced Mobility of Seniors and Individuals with Disabilities Programs.	_____
15.	Rural Areas and Appalachian Development Programs.	_____
16.	Tribal Transit Programs (Public Transportation on Indian Reservations Programs).	_____
17.	State Safety Oversight Grant Program.	_____
18.	Public Transportation Emergency Relief Program.	_____
19.	Expedited Project Delivery Pilot Program.	_____
20.	Infrastructure Finance Programs.	_____
21.	Construction Hiring Preferences.	_____

FTA FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2018 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE (Required of all Applicants for federal assistance to be awarded by FTA in FY 2018)

AFFIRMATION OF APPLICANT

Name of the Applicant: Shasta Regional Transportation Agency

Name and Relationship of the Authorized Representative: Daniel S. Little

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in federal fiscal year 2018, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Award for which it now seeks, or may later seek federal assistance to be awarded during federal fiscal year 2018.

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

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

Signature _____ Date: 4/24/2018

Name Daniel S. Little
Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): Shasta Regional Transportation Agency

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

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

Signature _____ Date: 4/24/2018

Name John S. Kenny
Attorney for Applicant

Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.

APPENDIX C – DEBARMENT

CALIFORNIA DEPARTMENT OF TRANSPORTATION DEBARMENT AND SUSPENSION CERTIFICATION FOR FISCAL YEAR 2018/2019

Fiscal Year 2018/2019 California Department of Transportation Debarment and Suspension Certification

As required by U.S. DOT regulations on governmentwide Debarment and Suspension

(Nonprocurement), 49 CFR 29.100:

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

**DEPARTMENT OF TRANSPORTATION
DEBARMENT AND SUSPENSION CERTIFICATION
FISCAL YEAR 2018/2019
SIGNATURE PAGE**

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

Signature_____ Date_____

Printed Name Daniel S. Little

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

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

AFFIRMATION OF APPLICANT'S ATTORNEY

For Shasta Regional Transportation Agency (SRTA) (Name of Applicant)

Signature_____ Date_____

Printed Name of Applicant's Attorney John S. Kenny

APPENDIX D – LIST OF FREQUENTLY USED ACRONYMS

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

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

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

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

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

GHG – Greenhouse gas. A gas that contributes to climate change by absorbing infrared radiation, e.g., carbon dioxide and chlorofluorocarbons.

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

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

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

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

MPO – Metropolitan Planning Organization. An organization created by intergovernmental agreement to carry out regional transportation planning responsibilities in urbanized areas (with a population over 50,000) through an Overall Work Program (OWP). These responsibilities are mandated by the U.S. Department of Transportation as a condition to receive federal planning funds.

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

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

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

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

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

SGA – Strategic Growth Area(s). SGAs are small geographic areas, identified by each local jurisdiction, wherein coordinated local and regional plans, programs, and investments are layered to promote job growth, increase number of households, enhance mobility options, and develop vacant and underutilized land.

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

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

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

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

DRAFT

