



Fiscal Year 2024/25 OVERALL WORK PROGRAM



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RESOLUTION 24-02

A RESOLUTION OF THE SHASTA REGIONAL TRANSPORTATION AGENCY ADOPTING THE FISCAL YEAR 2024/25 OVERALL WORK PROGRAM AND BUDGET



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

WHEREAS, SRTA developed the Fiscal Year (FY) 2024/25 OWP with 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.

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

1. Approves and adopts the FY 2024/25 Overall Work Program and budget;
2. Authorizes the executive director to make minor administrative changes and corrections as needed in response to further comments provided by approving agencies; and
3. Authorizes the executive director to sign annual certifications and assurances that all funding program requirements have been met.

PASSED AND ADOPTED this 25th day of April 2024, by the Board of Directors of the Shasta Regional Transportation Agency.

Tena Eisenbeisz, Vice Chair

Shasta Regional Transportation Agency

ATTEST:

Sean Tiedgen, AICP, Executive Director

Shasta Regional Transportation Agency

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INTRODUCTION

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).



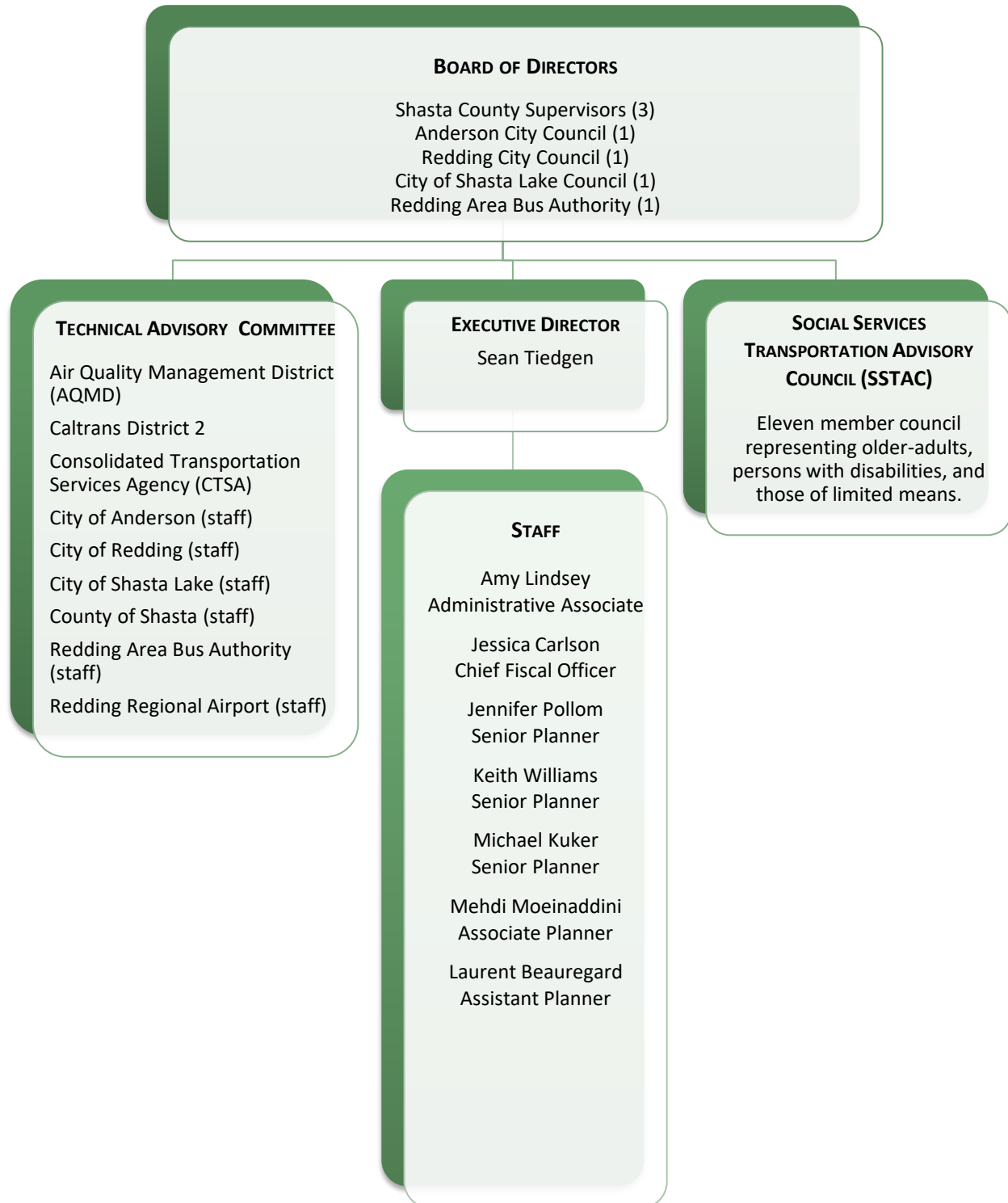
ORGANIZATIONAL STRUCTURE

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. In 2022, the cities of Anderson, Redding, and Shasta Lake, and the county of Shasta reaffirmed the roles and responsibilities of SRTA, as an independent agency, in the Cooperative Agreement with Shasta Regional Transportation Agency for Member Agency Participation.

ORGANIZATIONAL CHART



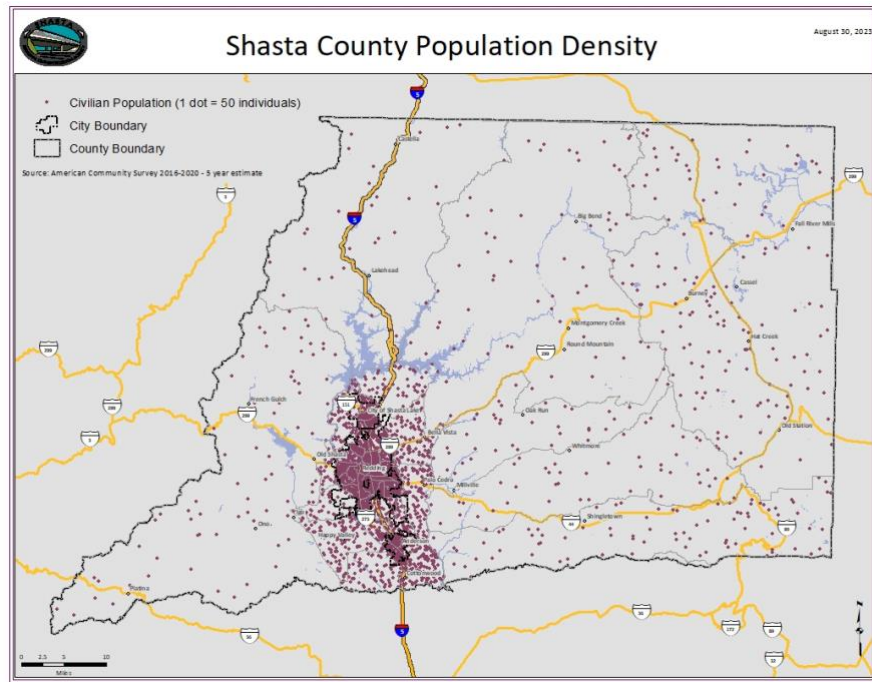
REGIONAL OVERVIEW

GEOGRAPHY AND REGIONAL DEMOGRAPHICS

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. Since time immemorial, the region has been home to five American Indian Tribes: the Achomawi, Atsugewi, Okwanuchu, Wintu and Yana. Geographically, the region is largely rural in character and separated from other California metropolitan regions.

Shasta County is home to just over 182,000 residents, approximately two-thirds of whom live in the Redding Urban Area (which includes the Cities of Anderson and Shasta Lake) along Interstate 5. The City of Redding is the county seat and the region's socio-economic center.

Much of Shasta County is unpopulated or rural, having an average of 47 persons per square mile compared to an average of 251 persons per square mile statewide. The Redding Urban Area, as defined by the U.S. Census and generally falling along the south county Interstate 5 corridor, is more densely populated. It represents just 2% of the county's total land area, yet is home to over 67% of the county's population. Redding finds itself among the lowest (20th-percentile) population density of California's 192 Urban Areas as identified in the 2020 Census, with just 1,798 persons per square mile. Average annual growth rate for Shasta County between 2010 and 2021 was approximately 0.2 percent.



In general, the Shasta Region's population is older and less diverse than the state average. It also lags behind the state in higher education and median household income. Cost of living is substantially lower in the Shasta Region, scoring just 7% above the national average, much lower than the statewide figure of 52% above the national average. A more robust discussion of the region's demographics can be found in the 2022 Regional Transportation Plan (<https://www.srta.ca.gov/355/2022-RTP>).

REGIONAL CHALLENGES, ISSUES, AND NEEDS

The Shasta Region faces a number of challenges that can make it difficult to address regional needs. As noted above, the Shasta Region has a dispersed population compared to other regions due to both the region's geography and prior development patterns. It can be a challenge for local jurisdictions to maintain local streets, roads, and bridges as well as provide adequate public transportation due to having a smaller population scattered over wider areas. The region is expected to grow slowly (roughly 0.5% a year) or may possibly experience negative population growth in the future, which may pose additional maintenance and mobility challenges. The region anticipates an increased aging population, which presents challenges in addressing that cohort's transportation needs. Unfunded and/or underfunded state mandates can often further tax local budgets.

The region's largely rural geography ranges from the valley floor, to foothills, to mountainous terrain. Some jurisdictions, such as of the City of Redding, have constraints such as the Sacramento River and the Union Pacific Railroad that pose planning, construction, and operational challenges. The Shasta Region is also experiencing worsening impacts from the climate crisis—more extreme heat, more extreme precipitation, and more frequent/severe wildfires—all of which pose operational and maintenance challenges.

Interstate 5 is the most important north-south transportation corridor along the United States West Coast, travels through the Shasta Region, and provides east-west connections to California's northern coast, Nevada, and Oregon (via State Routes 44 and 299). Shasta County is the northernmost region in the Sacramento Valley before Interstate 5 enters the Cascade region, into Siskiyou County and then the state of Oregon. Frequent closures during winter months due to snow or closures due to fire can have significant economic impacts to the region, California, and the United States. While SRTA and Caltrans District 2 work together to address these needs, continued federal and state investment in infrastructure to maintain these routes and to plan for the transition to zero-emission vehicles needs to be part of ongoing conversations and planning.

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 (the 3C planning process); and
3. It serves as a management tool to ensure that all transportation planning activities are being accomplished on schedule and within budget.

The OWP is comprised of three primary components:

Introduction – The introduction provides the context for understanding the proposed work activities about the region.

Work Elements – Work elements identify specific planning work to be completed during the term of the OWP.

Budget Revenue Summary – Although each work element entry includes a breakdown of funding sources and local match, all OWP sources and uses must be listed in a comprehensive Budget Revenue Summary table.

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 December the SRTA Board of Directors adopts regional planning priorities for the upcoming fiscal year beginning July 1. 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 are 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 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.

REGIONAL TRANSPORTATION PLANNING PROCESS

CORE MPO FUNCTIONS

There are five core functions of a metropolitan planning organization:

1. **Establish a setting for regional decision-making** – Establish and manage a fair and impartial setting for effective regional decision-making in the metropolitan planning area.
2. **Evaluate alternatives** – Evaluate transportation alternatives, scaled to the size and complexity of the region, to the nature of its transportation issues, and to the realistically available options.
3. **Maintain a regional transportation plan (RTP)** – Develop and update a fiscally constrained long-range transportation plan for the region covering a planning horizon of at least twenty years that fosters:
 - Mobility and access for people and goods,
 - Efficient system performance and preservation, and
 - Quality of life.
4. **Develop a transportation improvement program (TIP)** – Develop a fiscally constrained program based on the long-range transportation plan and designed to serve the region’s needs and goals.
5. **Involve the public:** Involve the general public and all the significantly affected stakeholders in the four essential functions listed above.

A sixth function—protect air quality—is added for regions in National Ambient Air Quality non-attainment status. The Shasta Region is an air quality attainment area; however, the region’s air quality is inching closer to federal limits, and it must be monitored, and responses considered.

SRTA prioritizes core functions when developing the agency’s work program and budget. To more explicitly relate work tasks to core MPO functions, a narrative description has been added to each work element.

STATE AND FEDERAL PLANNING RESPONSIBILITIES

SRTA’s state and federal planning responsibilities are directed by the federal transportation law, Infrastructure Investment and Jobs Act (IIJA), enacted on November 15, 2021. 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 Policies and Procedures, available on SRTA's website: 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. As appropriate, SRTA will utilize its unique regional role and resources to lead transformative projects aligned with the regional vision.

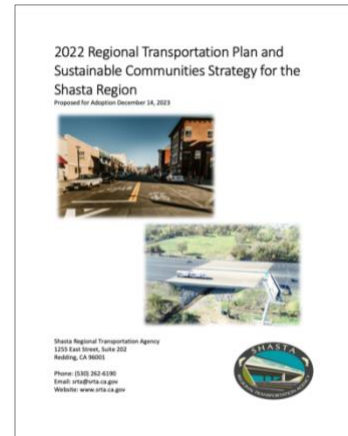
SRTA acknowledges that its efforts are intertwined with regional prosperity, environmental quality, community health and well-being, and various other elements that collectively define quality of life, and will use regional transportation planning, policymaking, and project programming to lead the development of projects that yield multiple community benefits. Planning and decision-making processes shall engage partner agencies, community stakeholders, and 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:

¹ 2022 Regional Transportation Plan for Shasta County: <https://www.srta.ca.gov/355/2022-RTP>

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 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 2022 RTP was adopted on December 14, 2023. The RTP is updated every four years and is aligned with the eight-year Regional Housing Needs Allocation (RHNA) cycle. 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 (CARB) 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 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.” SRTA is expected to adopt an updated Shasta Coordinated Transportation Plan (SCTP) in February 2024. The SCTP provides strategies for meeting local needs for public transit, non-profit and private transportation systems. The SCTP 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.

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

GoShasta Regional Active Transportation Plan

The GoShasta Regional Active Transportation Plan serves as the active transportation plan for SRTA, the City of Shasta Lake, the City of Anderson, and Shasta County. The plan is the culmination of a regionwide planning effort, including the city of Redding, and contains planned active transportation projects for all of the region's jurisdictions.

2040 Long-Range Transit Plan

The Long-Range Transit Plan (LRTP) provides a long-range vision for public transportation and mobility services throughout the Shasta Region. The LRTP helps establish potential strategies and implementable actions to help the region achieve the goals set out in the SCS.

REGIONAL PLANNING PRIORITIES

In addition to required core planning activities, the OWP seeks to implement or otherwise advance projects and policies from the Regional Transportation Plan (RTP), including short-term goals for the four-year RTP cycle located at the end of each modal section. Each year in December, the SRTA Board of Directors approves regional planning priorities for the upcoming fiscal year based on these goals as well as current needs and opportunities. FY 2024/25 priorities, and how they integrated into the OWP, are described in the table below.

Regional Planning Priority	Work Element
Safety, Resiliency, Mobility, and Efficiency on Regionally Significant Corridors	701.17 (Low-Stress Shasta) 703.01 (Active Transportation Planning) 707.09A (State Route 273 Northern Section Multimodal Corridor Plan)
Goods and Freight Movement	706.04 (Goods and Freight Coordination and Planning) 707.09A (State Route 273 Northern Section Multimodal Corridor Plan)
Data and Performance Based Planning	705.02 (GIS Applications) 705.05 (Travel Demand Model) 705.06 (Shasta Planning Data Dashboard)
Active Transportation	701.17 (Low-Stress Shasta) 703.01 (Active Transportation Planning)
Enhanced Delivery of Public Transportation	706.02 (Public Transportation Planning and Coordination) 708.03 (TDA Management) 707.10 (North State Intercity Bus to Rail Plan)

Zero Emission Vehicle (ZEV) Infrastructure	702.03 (Grant Writing) 706.02 (Public Transportation Planning and Coordination) 707.03 (Alternative Fuels Vehicle Planning)
Improved Public Engagement with the Planning Process	704.01 (Public Information and Participation)

PLANNING TOOLS

A variety of technical 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 tools are employed 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 can minimize or eliminate many of the technological and informational barriers to coordinated regional planning. Integration of aerial imagery with light detection and ranging (lidar) technology further facilitate information sharing and decision-making processes. SRTA aims to make technical data and analysis accessible, understandable, and relevant by making geospatial data available via an online map viewer, including data layers for traffic counts, bike and pedestrian counts, location of disadvantaged communities.

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 August 15, 2019, the US Environmental Protection Agency (USEPA) approved the latest California model at the time, known as EMFAC2017 (short for Emission FACTors 2017). The EMFAC2017 model is being utilized, as needed, for all on-road emissions analysis as part of the

2022 RTP/SCS. On November 15, 2022, the USEPA approved EFMAC2021, which will be used going forward after the adoption of the 2022 RTP.

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).

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 Intergovernmental Consultation

Public participation and intergovernmental consultation are integral to the development of transportation plans, programs, and studies. SRTA has developed a proactive public participation process pursuant to 23 CFR part 450.316, as described in SRTA's Public Participation and Partnership Plan (Title VI). This plan is updated every three years. 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, Instagram, etc.) 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 Regional 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 and consistent with the Code of Federal Regulations 23 U.S.C. 134 and 135, a formal consultation policy was adopted on June 28, 2011 (see www.srta.ca.gov/167/Policies-Procedures). 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. In addition, SRTA has developed procedures that define the roles, responsibilities, and key decision points for consulting with Tribal Governments. These procedures are documented in Appendix A of the 2022 Shasta Participation and Partnership Plan (www.srta.ca.gov/166/Public-Participation).

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 2022 Shasta Participation and Partnership Plan (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 Interjurisdictional 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.

Ongoing, recent, and significant past projects such as the 2022 RTP (including Sustainable Communities Strategy pursuant to Senate Bill 375), the SR 273 Multimodal Corridor Plan, the North State Intercity Bus to Rail plan, the 2040 Long Range Transit Plan, Regional Early Action Planning (REAP) 2.0, the Fix 5 Cascade Gateway project, the 2040 Long Range Transit Plan, Intercity Bus ShastaFORWARD>> Regional Blueprint, and the North State GIS regional mapping and data platform include 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, 16 regional transportation planning agencies from northern California signed a memorandum of agreement forming the North State Super Region (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.



Public Outreach During the Pandemic

SRTA’s public outreach approach required flexibility and creativity during the COVID-19 pandemic. SRTA leaned heavily on online video meetings and virtual workshops that included storyboards, videos, and other such features to make them more engaging. The impacts are two-sided. On one hand, because online meetings are more accessible for most individuals (versus traveling to an open house or public meeting) and online material is available at the public’s convenience (versus a one-hour meeting on a specific day and time), access to and participation in the regional planning process increased. On the other hand, individuals with certain physical or mental disability, such as individuals with vision impairment, experienced new challenges when engaging through technology. For this reason, there needs to be a variety of means and opportunities for public participation and a heightened awareness of Americans with Disabilities Act (ADA) web compliance standards.

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 Downtown Transit Center serves as a centralized transfer station for interregional bus services including Amtrak Thruway, Greyhound, Trinity County's Trinity Transit and Modoc County's Sage Stage.

Several non-profits in the region provide transportation to specialized populations. Dignity Health Connected Living (DHCL) provides transportation to persons sixty years of age and older, and for persons with disabilities living outside of RABA's service area. 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 disburses TDA funds to eligible claimants for eligible transportation uses within the region. In addition to these activities, SRTA maintains a significant 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. In April 2021, SRTA completed a 2040 Long Range Transit Plan to guide development of future public transportation services in the Shasta Region.

Where voids in transit services have been consistently identified without a solution, SRTA has worked with partners to identify grant funds to pilot various services, including the Salmon Runner intercity bus service to Sacramento and Shasta Connect services, including an On-Demand Sunday Transit Service pilot project.

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.



Through contracted services, SRTA leads the collection of regional traffic and bike and pedestrian counts to ensure consistency among data products and timely response to federal/state data inquiries, including HPMS and performance measures reporting. Data will be mapped and made available on SRTA's website.

CONSISTENCY WITH FEDERAL PLANNING PRIORITIES

FEDERAL PLANNING EMPHASIS AREAS

After a several-year hiatus in Federal Planning Emphasis Areas (PEAs), new and markedly different guidance was made available on December 30, 2021. PEAs are areas where FHWA and FTA are directed to emphasize when meeting with a Metropolitan Planning Organization (MPO), and to support the inclusion of applicable work tasks in regional work programs. Put another way, the following PEAs are where SRTA may expect the greatest financial support and coordination of resources from federal funding partners. Each PEA includes examples of specific planning activities and projects for MPO consideration.

Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future

MPOs are encouraged to use the transportation planning process to accelerate the transition toward electric and other alternative fueled vehicles, plan for a sustainable infrastructure system that works for all users and undertake actions to prepare for and adapt to the impacts of climate change.

Appropriate Unified Planning Work Program work tasks could include identifying the barriers to and opportunities for deployment of fueling and charging infrastructure; evaluating opportunities to reduce greenhouse gas emissions by reducing single-occupancy vehicle trips and increasing access to public transportation; shift to lower emission modes of transportation; and identifying transportation system vulnerabilities to climate change impacts and evaluating potential solutions.

Equity and Justice⁴⁰ in Transportation Planning

MPOs are encouraged to advance racial equity and support for underserved and disadvantaged communities. This will help ensure public involvement in the planning process and that plans and strategies reflect various perspectives, concerns, and priorities from impacted areas. We encourage the use of strategies that: (1) improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities; (2) plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management; (3) reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors; (4) offer reduced public

transportation fares as appropriate; (5) target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services; and (6) consider equitable and sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations.

Justice40 is a reference to Executive Order 14008 and M-21-28, which provides a whole-of-government approach to advancing environmental justice by stating that 40 percent of Federal investments flow to disadvantaged communities.

Complete Streets

MPOs are encouraged to plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists. The goal is to provide an equitable and safe transportation network for travelers of all ages and abilities, including those from marginalized communities facing historic disinvestment. This vision is not achieved through a one-size-fits-all solution—each complete street is unique and developed to best serve its community context and its primary role in the network.

Per the National Highway Traffic Safety Administration's 2019 data, 62 percent of the motor vehicle crashes that resulted in pedestrian fatalities took place on arterials. Arterials tend to be designed for vehicle movement rather than mobility for non-motorized users and often lack convenient and safe crossing opportunities. They can function as barriers to a safe travel network for road users outside of vehicles.

To be considered complete, these roads should include safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities on an interval necessary for accessing destinations. A safe and complete network for bicycles can also be achieved through a safe and comfortable bicycle facility located on the roadway, adjacent to the road, or on a nearby parallel corridor. Jurisdictions will be encouraged to prioritize safety improvements and speed management on arterials that are essential to creating complete travel networks for those without access to single-occupancy vehicles.

Public Involvement

MPOs are encouraged to increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices. The use of VPI broadens the reach of information to the public and makes participation more convenient and affordable to greater numbers of people. Virtual tools provide increased transparency and access to transportation planning activities and decision-making processes by providing information in visual and interactive formats that enhance public and stakeholder understanding of proposed plans, programs, and projects.

Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination

MPOs are encouraged to coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities, including military bases, ports, and depots.

Federal Land Management Agency (FLMA) Coordination

MPOs are encouraged to coordinate with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands. Through joint coordination, the State DOTs, MPOs, Tribal Governments, FLMAs, and local agencies should focus on integration of their transportation planning activities and develop cross-cutting State and MPO long range transportation plans, programs, and corridor studies, as well as the Office of Federal Lands Highway's developed transportation plans and programs. Agencies should explore opportunities to leverage transportation funding to support access and transportation needs of FLMAs before transportation projects are programmed.

Planning and Environmental Linkages

MPOs are encouraged to use a collaborative and integrated approach to transportation decision-making that considers environmental, community, and economic goals early in the transportation planning process, and uses the information, analysis, and products developed during planning to inform the environmental review process. PEL leads to interagency relationship building among planning, resource, and regulatory agencies in the early stages of planning to inform and improve project delivery timeframes, including minimizing duplication and creating one cohesive flow of information. This results in transportation programs and projects that serve the community's transportation needs more effectively while avoiding and minimizing the impacts on human and natural resources.

Data in Transportation Planning

MPOs are encouraged to incorporate data sharing and consideration into the transportation planning process because data assets have value across multiple programs and issues, including freight, bike and pedestrian planning, equity analyses, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety. Developing and advancing data sharing principles allows for efficient use of resources and improved policy and decision-making for all parties.

FEDERAL PERFORMANCE-BASED PLANNING AND PROGRAMMING

The Infrastructure Investment and Jobs Act (IIJA) of 2021 continues the federal emphasis on performance management within the Federal-aid highway program and transit programs and requires use of performance-based approaches in statewide, metropolitan, and nonmetropolitan transportation planning. All states are required to utilize nationally defined performance measures addressing Safety (PM1), Pavement and Bridge Condition (PM2), and System Performance (PM3). Regional transportation planning agencies, including SRTA, may adopt region-specific targets or adopt statewide targets. The SRTA Board of Directors elected to adopt statewide targets, which are shown below. Targets are routinely reevaluated and updated as needed.

Safety (PM1) – Statewide safety targets are based on aspirational goals found in the California Strategic Highway Safety Plan (SHSP) and Caltrans' Strategic Management Plan, which focus on strategies to reduce fatalities and serious injuries in half by 2030. A review of regional fatality and serious injury data revealed that about 40 percent of all collisions in the region occur on state highways. On average, the region accounts for 1 percent of statewide fatalities and serious injuries and 0.5 percent of statewide non-motorized fatalities and serious injuries. The region has 0.5 percent of the state population and 0.6 percent of statewide vehicle miles traveled. Statewide PM1 targets are set annually. SRTA has adopted the following state PM1 targets:

Caltrans' 2023 Statewide Performance Measure and Target Based on a Five-Year Rolling Average

Performance Target	Data Source	Five-Year Rolling Average
Number of Fatalities	FARS	3,808.2
Rate of Fatalities (per 100M VMT)	FARS & HPMS	1.216
Number of Serious Injuries	SWITRS	15,156.2
Rate of Serious Injuries (per 100M VMT)	SWITRS & HPMS	4.904
Number of Non-Motorized Fatalities and Non-Motorized Severe Injuries	FARS & SWITRS	4,131.7

Pavement and Bridge Condition (PM2) – Caltrans has adopted pavement and bridge condition targets based on 'good' and 'poor' condition. Only pavement and bridges on the non-interstate, non-state highway National Highway System are included in the assessment. For the Shasta Region, this includes nine lane-miles and three bridges on Cypress Avenue between State Route 273 and Churn Creek Road. A small portion of pavement in this corridor is in poor condition but is being remedied by the City of Redding through regular crack sealing. The three bridges in question are all in good condition. Statewide PM2 targets are set every four years. SRTA has adopted the following state PM2 targets:

Statewide Targets				
Pavement and Bridge Performance Measures	Two-Year NHS Targets (1/1/2018 – 12/31/2019)		Four-Year NHS Targets (1/1/2020 – 12/31/2021)	
	Good	Poor	Good	Poor
Pavements on the NHS				
Interstate	45.1%	3.5%	44.5%	3.8%
Non-Interstate	28.2%	7.3%	29.9%	7.2%
Bridges on the NHS	69.1%	4.6%	70.5%	4.4%

System Performance (PM3) – Caltrans adopted six system performance targets; however, only those measures related to network reliability (i.e., travel time consistency) apply to the Shasta Region. Smaller metropolitan regions (those under one million in population) are excluded from reporting on emissions (i.e., tailpipe air pollutants), vehicle hours of delay (i.e., traffic congestion), and vehicle occupancy (i.e., carpooling) given the statistically small contribution to statewide figures. Statewide PM3 targets were originally adopted in 2017 and have yet to be updated. SRTA has adopted the following state PM3 targets:

Performance Measure	2017 Baseline Data	Two-Year Target	Four-Year Target
Percent of Reliable Person-Miles Traveled on the Interstate	64.6%	65.1% (+0.5%)	65.6 (+1%)
Percent of Reliable Person-Miles Traveled on the Non-Interstate NHS	73%	N/A	74.0% (+1%)
Percentage of Interstate System Mileage Providing Reliable Truck Travel Time (Truck Travel Time Reliability Index)	1.69%	1.68 (-0.01)	1.67 (-0.02)

Regional Response to Performance-Based Planning and Programming

Recent efforts to develop data and track progress toward regional goals include:

- A regional data collection work element (701.11) was added to the OWP, featuring the first regionwide Highway Performance Monitoring System (HPMS) report, which recorded vehicle trips at 186 count locations (completed Summer 2019).
- SRTA experimented with “big data” (i.e., large, anonymized data sets collected from location-enabled devices) purchased from a third-party vendor.
- Essential data sets have been specified in recent procurements for consultant technical services, including travel demand modeling (705.05) and environmental impact analysis contracts for the development of the 2022 Regional Transportation Plan (701.01).
- SRTA encourages and offers technical and/or financial support to local agencies to participate in the biennial California Statewide Local Streets and Roads Needs Assessment; for seeking funding for the development of Local Roadway Safety Plans (county of Shasta and cities of Redding and Shasta Lake recently received funding); and developing a Transit Asset Management Plan (completed by RABA and the county of Shasta in 2018).

Moving forward, SRTA is working to consolidate data products into a single location, calculate and track performance metrics, and to better integrate this information into the planning and decision-making process. One way this integration is occurring is through the Ways and Means report (701.01, Task 2.3). The first edition (Summer 2017) focused on recent accomplishments and current and upcoming projects. Staff developed and published a new Ways and Means report in late 2021 as a lead-in to development of the 2022 RTP. Future reports will be updated in advance of each four-year RTP cycle. This report will address:

- Overarching federal and state planning priorities;
- Short term (four-year RTP cycle) regional priorities, as described in the RTP at the end of each modal assessment;
- Performance measures, targets, and progress toward these targets as a result of SRTA plans, programs, and investments; and
- New or upcoming anticipated projects designed to improve performance where needed.

ANNUAL OWP COORDINATION MEETING WITH STATE & FEDERAL PARTNERS

As part of the annual OWP coordination meeting with SRTA’s state and federal partners, SRTA was provided feedback and recommendations for continually improving the planning process. Specifically, continued improvement is needed in Transportation Performance Management (TPM), including performance data collection, target setting, and reporting specific actions and products of performance-based planning and programming.

In addition, as a general advisement to all regional agencies, state, and federal partners reemphasized the importance of linking work tasks and work products; linking work elements and work products to established regional planning priorities; consistently identifying the responsible party for each work task; describing how work elements are aligned with funding eligibility requirements; and ensuring that all quarterly progress and expenditure reports include a comparison of actual performance with work element goals.

In response, SRTA is working from the top down to establish overarching policies, performance metrics, and performance outcomes, beginning with the Regional Transportation Plan and Ways & Means progress report. These efforts are now trickling down into transportation improvement programs and the OWP.

ALIGNMENT WITH STATE PLANNING PRIORITIES

CALIFORNIA TRANSPORTATION PLAN IMPLEMENTATION

The [California Transportation Plan](#) (CTP) 2050 is a policy framework that provides a common vision for the future of our transportation system. The CTP 2050 is a roadmap for making effective, equitable, transparent, and transformational transportation decisions in California. Alignment with the CTP by work element can be found on in the matrix on the following page.

CALIFORNIA SYSTEM INVESTMENT STRATEGY

The California System Investment Strategy (CSIS) implements one of the key actions of the Climate Action Plan for Transportation Infrastructure (CAPTI) by developing an investment framework through a data-driven approach that guides transportation investments and decisions. This framework includes methodologies and processes for how Caltrans should invest billions of dollars of highly competitive fund programs that will address transportation deficiencies while also achieving the CAPTI Guiding Principles. SRTA will work with regional partners during planning and programming processes to identify and develop projects that meet both grant program requirements as well as best align with CSIS strategies, to the extent practicable, while ensuring projects are context appropriate for the region and area in which they are proposed. SRTA will participate in ongoing statewide review and discussions on CSIS as its implementation is phased in over time and provide feedback where needed.

ALIGNMENT WITH FEDERAL PLANNING EMPHASIS AREAS AND PLANNING FACTORS

	Tackling the Climate Crisis– Transition to a Clean Resilient Future	Equity and Justice40 in Transportation Planning	Complete Streets	Public Involvement	Strategic Highway Network (STRAHNET) / U.S. Department of Defense Coordination	Federal Land Management Agency Coordination	Planning and Environmental Linkages	Data in Transportation Planning
701.01	☒	☒	☒	☒	There are no DOD facilities within the region; however, SRTA supports projects that improve the performance and state of good repair of interregional facilities that are part of the larger interstate highway transportation network serving military bases, ports, and depots.	☒	☒	☒
701.03	☒							☒
701.09	☒							☒
701.11	☒							☒
701.16	☒	☒	☒	☒			☒	☒
701.17	☒	☒	☒	☒		☒	☒	☒
701.18	TBD	TBD	TBD	TBD		TBD	TBD	TBD
702.01								
702.02								
702.03	☒	☒	☒	☒			☒	☒
703.01	☒	☒	☒	☒		☒	☒	☒
704.01		☒	☒	☒		☒	☒	☒
705.02								☒
705.05								☒
705.06		☒	☒	☒				☒
706.02	☒	☒	☒	☒		☒	☒	☒
707.01	☒		☒			☒	☒	☒
707.03	☒	☒	☒	☒		☒	☒	☒
707.04	☒			☒		☒	☒	☒
707.09A	☒	☒	☒	☒			☒	☒
707.10	☒	☒		☒			☒	☒
707.11	☒	☒						
707.12	☒	☒	☒	☒			☒	☒
708.03								
708.04								
801.01								
802.02								

ALIGNMENT WITH CALIFORNIA TRANSPORTATION PLAN (CTP) 2050 BY WORK ELEMENT

	Expand access to safe and convenient active transportation options	Improve transit, rail, and shared mobility options	Expand access to jobs, goods, services, and education	Advance transportation equity	Enhance transportation system resiliency	Enhance transportation safety and security	Improve goods movement systems and infrastructure	Advance Zero Emission Vehicle (ZEV) technology and supportive infrastructure	Manage the adoption of connected and autonomous vehicles	Price roadways to improve the efficiency of auto travel	Encourage efficient land use	Expand protection of natural resources and ecosystems	Strategically invest in state of good repair improvements	Seek sustainable, long-term transportation funding mechanisms
701.01	☒	☒	☒	☒	☒	☒	☒	☒	☒		☒	☒	☒	☒
702.03	☒	☒				☒					☒		☒	
701.09								☒				☒		
701.11	☒		☒					☒						
701.16	☒	☒	☒	☒	☒	☒					☒			☒
701.17	☒	☒	☒	☒	☒			☒			☒	☒		
701.18	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
702.01	☒		☒	☒	☒	☒	☒	☒					☒	
702.02	☒		☒	☒	☒	☒	☒	☒					☒	
702.03	☒	☒					☒	☒						☒
703.01	☒	☒	☒	☒		☒		☒				☒	☒	
704.01	☒			☒										
705.02				☒										
705.05				☒		☒					☒			
705.06	☒	☒	☒	☒	☒	☒	☒	☒			☒	☒		☒
706.02	☒	☒	☒	☒				☒				☒		
707.01	☒	☒	☒	☒	☒	☒	☒	☒			☒	☒	☒	
707.03	☒	☒		☒				☒	☒			☒		
707.04							☒							
707.09A	☒	☒	☒	☒	☒	☒	☒				☒	☒	☒	
707.10	☒	☒	☒	☒	☒			☒						
707.11	☒	☒	☒	☒	☒	☒	☒	☒			☒	☒	☒	
707.12		☒	☒								☒	☒		
708.03		☒	☒										☒	
708.04		☒	☒											
801.01	☒	☒	☒	☒	☒	☒	☒	☒			☒	☒	☒	☒
802.02														

SRTA WORK ELEMENTS

WORK ELEMENT ORGANIZATION

SRTA's work elements are divided into a series of eleven categories:

- 700 Series: Indirect Costs
- 701 Series: System Planning
- 702 Series: Work Program and Administration
- 703 Series: Non-Motorized
- 704 Series: Public and Agency Participation
- 705 Series: Technology Applications
- 706 Series: Public Transportation Planning
- 707 Series: Special Projects
- 708 Series: Manage Transportation Development Act
- 801 Series: Other
- 900 Series: Local Partner Assistance

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 general purpose and background of the work element;
- Alignment with core MPO requirements, federal Performance-Based Planning and Programming, and/or applicable state grant program objectives;
- Deliverables anticipated during the fiscal year (and month/year of anticipated completion);
- Work tasks;
- Responsible entities; and
- Schedule.

The Budget Revenue Summary Sheet (BRS) may be found on page 82.

FUNDING SOURCES REFERENCED IN WORK ELEMENTS AND BUDGET REVENUE SUMMARY

- **FHWA PL:** Federal Highway Administration Planning or Metropolitan Planning Funds (PL funds) are distributed by State Departments of Transportation to Metropolitan Planning Organizations to encourage and promote the safe and efficient management, operation, and development of surface transportation systems (see Title 23 of the U.S. Code 134).
- **FHWA PL C/O:** Federal Highway administration Planning Carryover is funding from prior years that have not lapsed.
- **State Toll Credits:** First established in Section 1044 of ISTEA (1991) use of certain toll revenue expenditures are used as a credit toward the non-Federal matching share. They are shown in the OWP budget for information purposes and are not considered regional revenue.
- **FTA 5303:** Federal Transit Administration Section 5303 for planning and administrative activities by metropolitan planning organizations.
- **FTA 5303 Carryover:** Federal Transit Administration Section 5303 funding from prior years that have not lapsed.
- **FTA 5304:** Federal Transit Administration Section 5304 (i.e., Strategic Partnership grants) support partnerships with Caltrans that identify and address statewide, interregional, or regional

transportation deficiencies in the state highway system or multimodal transportation system for transit-focused projects.

- **TDA/LTF/STA:** The Transportation Development Act (TDA) is funded by two sources: Local Transportation Fund (LTF) and State Transit Assistance Fund (STA). LTF is derived from one-quarter cent of the general sales tax collected statewide, while the STA is comprised of a statewide excise tax on gasoline and diesel fuel. Funding is for public transportation, bicycle and pedestrian facilities, and local streets and roads.
- **LCTOP:** Low-Carbon Transit Operations Program (LCTOP) is funded by auction proceeds from the California Air Resources Board Cap-and-Trade Program. LCTOP provides public transportation operating and capital assistance to transit agencies to reduce greenhouse gas emissions and improve mobility through new and enhanced services.
- **PPM:** State Planning Programming and Monitoring (PPM) is derived from the state gasoline excise tax for regional transportation planning, project planning, program development, and monitoring the implementation of projects.
- **NSSR:** North State Super Region (NSSR) is an alliance of 16 North State regional transportation agencies that provide membership dues to SRTA for administration activities.
- **REAP 2.0:** Regional Early Action Planning (REAP) 2.0 funds are meant to advance implementation of adopted regional plans by funding planning and development activities that accelerate infill housing and reductions in per capita VMT. The program was established as part of the 2021 California Comeback Plan under AB 140. The program is primarily administered by the California Department of Housing and Community Development.
- **TIRCP:** Transit and Intercity Rail Capital Program (TIRCP) provides grants from California's Greenhouse Gas Reduction Fund for transformative intercity public transportation projects that reduce greenhouse gas emissions, congestion, and vehicle miles traveled.
- **SB 1 Formula Funds:** Senate Bill 1 funds allocated to regional by formula for planning that supports Sustainable Communities Strategy planning (coordinated transportation and land use plans that support regional and statewide targets for reducing greenhouse gas emissions).
- **SB 125 Funds:** Senate Bill 125 guides the distribution of \$4 billion in General Fund through the [Transit and Intercity Rail Capital Program](#) (TIRCP) on a population-based formula to regional transportation planning agencies, which will have the flexibility to use the money to fund transit operations or capital improvements. The transportation budget trailer bill also establishes the \$1.1 billion Zero-Emission Transit Capital Program (ZETCP) to be allocated to regional transportation planning agencies on a population-based formula and another formula based on revenues to fund zero-emission transit equipment and operations.
- **RSTP:** The Regional Surface Transportation Program (RSTP) provides flexible funds for a variety of highway, bridge, transit, and pedestrian and bicycle infrastructure projects.
- **SGR:** State of Good Repair (SGR) is an SB 1-funded program that provides funding for transit maintenance, rehabilitation, and capital projects.

700.98 – INDIRECT COST PTO

Objective

To record paid time off in a separate work element

Total Budget:		\$135,490			
Estimated Expenditures and Anticipated Revenues					
Staff Allocations		FY 2024/25			
		Expenditures		Amount	
SRTA					
Personnel - Direct PTO Salaries		\$	135,490		
TOTAL:		\$	135,490		

Discussion

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

Prior Fiscal Year’s Work

Kept records of paid time off.

FY 2024/25 Work

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

Ongoing/Recurring Tasks

Keep records of paid time off.

700.99 – INDIRECT COST ALLOCATION PLAN

Objective

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

Total Budget:		\$1,119,814
Estimated Expenditures and Anticipated Revenues		
Services & Supplies	FY 2024/25	
	Amount (\$)	Total Expenditures
SRTA		INDIRECT
Building Occupancy:		
Depreciation	113,174	113,174
Interest (INCLUDES SBITAS)	4,773	4,773
Insurance	37,256	37,256
Repairs - Building	10,819	10,819
Janitorial	6,427	6,427
Elevator	986	986
Landscape	3,858	3,858
Taxes	135	135
Security	6,682	6,682
Utilities	11,082	11,082
Advertising	2,056	2,056
Bank Charges	517	517
Communication: Not Elevator	25,062	25,062
Computer Support	34,873	34,873
Copier Usage	2,921	2,921
Conferences	4,674	4,674
Depreciation: Equipment+SBITAS	54,976	54,976
Drug Testing	82	82
Dues and Subscriptions	19,764	19,764
Education and Training	1,759	1,759
Insurance: Liability and Admin Fees	12,228	12,228
Licenses	149	149
Management Miscellaneous Expenses	1,000	1,000
Meetings	103	103
Memberships	1,946	1,946
Postage	58	58
Printing	103	103
Professional Services: Auditing	61,256	61,256
Professional Services: Legal	8,196	8,196
Professional Services: Human Resources - Not Payroll	1,788	1,788
Professional Services: FSA Administration	1,236	1,236
Professional Services: Actuary	3,348	3,348
Professional Services: Human Resources-Payroll	10,925	10,925
Professional Services: Public Notice	155	155
Recruiting	103	103
Repairs and Maintenance: Not Building	515	515
Software	5,699	5,699
Supplies: Not Small Equipment	5,518	5,518
Supplies: Small Equipment	2,060	2,060
Taxes: Filing Services	103	103
Travel	2,647	2,647
Sub Total	461,012	461,012
INDIRECT SALARIES & BENEFITS	523,312	523,312
NOTE - General Administration, office functions and allocable staff costs not directly attributable to specific work elements (Per ICAP filing).		
PTO (WE 700.98)	135,490	135,490
TOTAL:	1,119,814	1,119,814

Discussion

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

Prior Fiscal Year's Work

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

FY 2024/25 Work

Responsible Schedule Deliverable or

		Entities		Outcome
Task 1	Indirect Cost Allocation Plan Administration			
1.1	Payment to vendors for non-consultant services, including office services, rent, and utilities. Also includes membership dues for professional planning accreditation (American Planning Association and/or Congress for New Urbanism) and other associations as appropriate.	SRTA	July – June	Invoices, payments.
1.2	Prepare and file reports with funding agencies	SRTA	July – June	Reports as needed .
1.3	Implement SRTA Personnel Policies including preparation of employee evaluations	SRTA	July – June	Employee evaluations
1.4	Maintain and administrate SRTA benefit programs	SRTA	July – June	Benefits
1.5	Prepare reports for management	SRTA	July – June	Reports
1.6	Prepare annual fiscal reports	SRTA	July – June	Annual fiscal reports

Ongoing/Recurring Tasks

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

701.01 – REGIONAL TRANSPORTATION PLAN (RTP)

Objective

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

Total Budget: \$ 417,529									
Estimated Expenditures and Anticipated Revenues									
Staff Allocations and Funding Requirements	FY 2024/25								
	Expenditures		Revenue by Fund Source (\$)						
	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	FHWA PL Carryover FY 23/24	Toll Credits*	FHWA PL Carryover FY 23/24	LTF
SRTA									
Personnel	\$ 103,668	\$ 308,721	\$ 61,378	\$ 7,952	\$ 69,330	\$ 178,380	\$ 23,112	\$ 201,491	\$ 141,567
Services & Supplies	\$ 2,653		\$ 2,347	\$ 303	\$ 2,653			\$ -	
Human Resources	\$ 2,488		\$ 2,203	\$ 48	\$ 418	\$ 1,076	\$ 139	\$ 1,216	\$ 854
			\$ -	\$ -	\$ -				
			\$ -	\$ -	\$ -				
TOTAL:	\$ 108,809	\$ 308,721	\$ 65,928	\$ 8,303	\$ 72,402	\$ 179,456	\$ 23,251	\$ 202,707	\$ 142,421

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

Discussion

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

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

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

Prior Fiscal Year's Work

Updated and performed analysis for 2022 RTP/Sustainable Communities Strategy (SCS) and Supplemental Environmental Impact Report (SEIR). Completed development of off-model GHG reduction strategies and methodology for interagency consultation with CARB. Provided data to CARB on 2022 RTP/SCS methodology for CARB review report. The 2022 RTP/SCS and SEIR were adopted and certified respectively. High level work plan for 2026 RTP update process developed.

FY 2024/25 Work

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

2.3	Compile information for next Ways and Means report	SRTA	July – June	Updated data
Task 3	Native American and Federal Land Management Agency (FLMAs) Consultation	SRTA	July – June	Improved coordination
Task 4	Coordinate with Caltrans to ensure alignment between RTP and Interregional Transportation Strategic Plan (ITSP)	SRTA	Jan – Jun	Improved coordination; meeting participation; comment letter(s)

Future / Ongoing Work

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

701.03 – PERFORMANCE MEASURES

Objective

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

Total Budget: \$ 34,262									
Estimated Expenditures and Anticipated Revenues									
Staff Allocations and Funding Requirements	FY 2024/25								
	Expenditures		Revenue by Fund Source (\$)						
	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	FHWA PL Carryover FY 23/24	Toll Credits*	FHWA PL Carryover FY 23/24	LTF
SRTA									
Personnel	\$ 8,561	\$ 25,495	\$ 16,840	\$ 2,182	\$ 19,021	\$ -	\$ -	\$ -	\$ 15,035
Services & Supplies					\$ -			\$ -	
Human Resources	\$ 205		\$ 102	\$ 13	\$ 115	\$ -	\$ -	\$ -	\$ 91
TOTAL:	\$ 8,767	\$ 25,495	\$ 16,941	\$ 2,195	\$ 19,136	\$ -	\$ -	\$ -	\$ 15,126

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

Discussion

Objectives that are not measured cannot be effectively managed and improved upon. The 2021 federal transportation bill (Infrastructure Investment and Jobs Act (IIJA) continues performance-based planning and programming requirements for the RTP and transportation improvement programs. At the state level, CARB requires extensive regional and sub-regional data to assess progress toward SB375-related greenhouse gas emission reductions. A variety of performance measures are also needed by SRTA when applying for planning and capital grant funds. Performance measures allow the region to track trends in key policy areas; measure progress toward mandates and regional goals; make a case for discretionary transportation funding; and evaluate the effectiveness of regional mobility strategies. Performance measure targets must be incorporated into SRTA's Regional Transportation Plan and Transportation Improvement Programs each time they are updated.

Note: Consultant support using travel demand modeling, Geographic Information Systems (GIS) analyses, and data dashboard are budgeted under WE 705.05, WE 705.02, and WE 705.06 respectively.

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

The Infrastructure Investment and Jobs Act (IIJA) requires the integration of Performance Based Planning and Programming (PBPP) into the entire planning process, including the RTP, OWP, and TIPs. Performance measures also support multiple core MPO functions, including the evaluation of alternatives, public involvement by summarizing the benefits and costs of transportation projects and programs, and the prioritization of projects for the RTP and TIPs. Tasks and deliverables in this work element are needed to comply with these requirements.

Prior Fiscal Year Work

Participated in the development of MAP-21 performance-based planning, including federal rulemakings on performance measures. Incorporated performance-based planning and programming into the 2023 Federal Transportation Improvement Program (FTIP). Adopted regional Safety performance, system performance, and freight measure targets (February and May 2023), consistent with state adopted safety targets.

FY 2024/25 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	PM1 – Safety Performance Measure Targets			
1.1	Participate in statewide meetings and discussions regarding annual targets. Review draft data. Provide input as needed on methodologies and targets.	SRTA	As needed	Better coordination
1.2	Review final state performance targets and determine approach for regional targets.	SRTA	July – Oct	Regional targets
1.3	Draft and present recommendations to SRTA Board of Directors to adopt regional targets (if needed).	SRTA	Nov – Jan	Board feedback
1.4	Submit regional targets to Caltrans	SRTA	Nov – Jan	Adopted targets
Task 2	PM2 – Bridge, Pavement, & Transportation Asset Management Performance Measure Targets			
2.1	Participate in statewide meetings and discussions regarding annual targets. Review draft data. Provide input as needed on methodologies and targets.	SRTA	As needed	Better coordination
2.2	Review final state performance targets and determine approach for regional targets.	SRTA	July - Oct	Regional targets
2.3	Draft and present recommendations to SRTA Board of Directors to adopt regional targets (if needed).	SRTA	Nov – Jan	Board feedback
2.4	Submit regional targets to Caltrans	SRTA	Nov – Jan	Adopted targets
Task 3	PM3 – System Performance, Freight, and CMAQ Performance Measure Targets			
3.1	Participate in statewide meetings and discussions regarding annual targets. Review draft data. Provide input as needed on methodologies and targets.	SRTA	As needed	Better coordination

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

Future / Ongoing Work

All of the above tasks are ongoing work.

Objective

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

Total Budget: \$ 27,094												
Estimated Expenditures and Anticipated Revenues												
Staff Allocations and Funding Requirements	FY 2024/25											
	Expenditures		Revenue by Fund Source (\$)									
	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	FHWA PL Carryover FY 2023/24	Toll Credits*	FHWA PL Carryover FY 2023/24	FHWA PL Carryover FY 2022/23	Toll Credits*	FHWA PL Carryover FY 2022/23	LTF
SRTA												
Personnel	\$ 6,770	\$ 20,162	\$ 11,922	\$ 1,545	\$ 13,466	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,466
Services & Supplies					\$ -	\$ -		\$ -	\$ -		\$ -	\$ -
Human Resources	\$ 162		\$ 72	\$ 9	\$ 81	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 81
TOTAL:	\$ 6,933	\$ 20,162	\$ 11,994	\$ 1,554	\$ 13,548	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,547
*Toll Credits are shown for matching purposes only and are not considered revenue												

Discussion

Transportation is the single largest source of atmospheric pollutant emissions in California, barring natural disasters such as wildfires. As a predominantly rural county, Shasta is currently classified as in attainment for federal air quality standards, but this may change as population and travel demand grows. In 2015, the US Environmental Protection Agency (EPA) lowered the ozone 8-hour standard to 0.070 parts per million (ppm). At its January 2023 meeting, the California Air Resources Board adopted Resolution 23-2, finding Shasta County in non-attainment for State ozone standards. CARB staff identified Lassen Volcanic National Park monitoring site as the high ozone site, data for 2019-2021 has a State 1-hour ozone designation value of 0.08 ppm and a State 8-hour ozone designation value of 0.079 ppm.

SRTA must monitor trends, measure impacts, and coordinate planning with the Shasta County Air Quality Management District (AQMD), Caltrans, the California Air Resources Board (CARB), and the US EPA, as needed. In addition to public health impacts, air quality is directly tied to transportation funding decision-making. CARB maintains the statewide mobile source emissions inventory software tool (EMissions FACTors or EMFAC) for estimating emissions from on-road vehicles from travel demand models. Periodic updates are issued, and ongoing staff training is necessary. If the Shasta Region reaches non-attainment for an air quality standard, SRTA may need to develop a robust air quality analysis review of regional projects and conduct an air quality conformity analysis as part of a subsequent Regional Transportation Plan updates, and development and/or amendments to the Federal Transportation Improvement Program. This work element includes a small number of staff hours needed for monitoring potential air quality impacts to the region, interagency communications, and staying abreast of technical/modeling methods and tools.

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

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

Prior Fiscal Year Work

Reviewed regional air quality reports. Tracked EMFAC model changes.

FY 2024/25 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Regional Air Quality Planning			
1.1	Interagency coordination, including monitoring and communications with Shasta County Air Quality Management District (AQMD) and the California Air Resources Board.	SRTA	July – June	Improved coordination with local/regional partners
1.2	Monitor federal air quality reports, California air quality reports, and related state/federal legislation. Take action as appropriate.	SRTA	July – June	Awareness of new or imminent need to address AQ
1.3	Initiate strategies needed to comply with state and federal air quality standards.	SRTA	July – June	Updated strategies (as needed)
Task 2	Regional Air Quality Modeling Capacity			
2.1	Participate in web-based training for SRTA staff operation of the EMFAC model.	SRTA	July – June	More knowledgeable staff
2.2	Participate in statewide EMFAC model update workgroups and provide input as needed.	SRTA	July – June	More knowledgeable staff
Task 3	EMFAC Post-Processing			

3.1	Potential EMFAC post processing performed by SRTA staff in support of planning and decision-making processes. Note: consultant-performed post-processing is performed under WE 705.05.	SRTA	July – June	EMFAC post-processing (as required)
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Future / Ongoing Work

All of the above tasks are ongoing work.

701.11 – REGIONAL DATA

Objective

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

Total Budget: \$177,227									
Estimated Expenditures and Anticipated Revenues									
Staff Allocations and Funding Requirements	FY 2024/25								
	Expenditures		Revenue by Fund Source (\$)						
	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	FHWA PL Carryover Fy 2023/24	Toll Credits*	FHWA PL Carryover Fy 2023/24	LTF
SRTA									
Personnel	\$ 19,297	\$ 57,467	\$ 50,072	\$ 6,487	\$ 56,559	\$ -	\$ -	\$ -	\$ 20,205
Services & Supplies			\$ -	\$ -		\$ -	\$ -		
Human Resources	\$ 463		\$ 302	\$ 39	\$ 341	\$ -	\$ -	\$ -	\$ 122
Regional Traffic Counts (TBD)	\$ 100,000		\$ 6,640	\$ 860	\$ 7,500				\$ 92,500
TOTAL:	\$ 119,760	\$ 57,467	\$ 57,013	\$ 7,387	\$ 64,400	\$ -	\$ -	\$ -	\$ 112,827

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

Discussion

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

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

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

Prior Fiscal Year Work

Prepared and posted regional traffic count maps. Started development of historical traffic count data maps and low-resource community maps based on 2020 US Census data.

FY 2024/25 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Regional Travel Data Collection			
1.1	Procure new travel data vendor and administer technical services agreement, including invoicing, amendments, and other activities as needed. Review and process data.	SRTA, Consultant	July – June	Travel data
1.2	Acquire data as identified by Draft Performance Plan (701.03) as needed to fill data gaps, including obtaining existing data from public sources, generated via project studies, or potentially purchasing or generating data if no open-source data is available. May include the pursuit of grant funds for data acquisition.	SRTA	July – June	Funds for data acquisition, filling data gaps
1.3	Prepare traffic counts (vehicular, bike/ped) and publish on SRTA website	SRTA, Consultant	July – June	Website updates
Task 2	Technical Support for Local Agency Data Collection			

2.1	Provide technical support to local agencies in generating data needed for federal and state performance measures. Specific examples include encouragement and support in applying for Local Roadways Safety Plans, participating with (and responding to) the California Statewide Local Streets and Roads Needs Assessment, and similar pursuits.	SRTA	July – June	Technical support
Task 3 Data Sharing				
3.1	Generate and/or maintain web-friendly data and map-based geospatial presentations.	SRTA, Consultant	As needed	Enhanced data sharing
3.2	Post data on SRTA website and update become available and is needed by partner agencies.	SRTA	As needed	Enhanced data sharing

Future / Ongoing Work

All of the above is ongoing work.

Objective

General Use of SB1 Formula Funds: To lend technical and financial assistance to local agency and private sector partners in identifying projects, performing conceptual design, carrying out public outreach, and other tasks needed to advance projects consistent with the RTP/SCS. All projects should help the region meet greenhouse gas emission reductions targets. As these partnerships and investments begin to yield tangible outcomes, SRTA will continue to align planning and infrastructure investments to achieve the critical mass and intensity of factors known to influence travel behavior—also known as the 5 “D Factors” described in the region's RTP/SCS.

Total Budget: \$ 184,360				
Estimated Expenditures and Anticipated Revenues				
Staff Allocations and Funding Requirements	FY 2024/25			
	Expenditures		Revenue by Fund Source (\$)	
	Direct	Indirect	SB1 22/23 Formula	PPM
SRTA				
Personnel	\$ 9,137	\$ 27,211	\$ -	\$ 36,348
Services & Supplies	\$ -		\$ -	\$ -
Human Resources	\$ 219		\$ -	\$ 219
Consultant (Kittelson)	\$ 147,792		\$ 147,792	
TOTAL:	\$ 157,149	\$ 27,211	\$ 147,792	\$ 36,568
Total local match to the SB1 grant is 11.47%				

Discussion

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

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

This work element is funded with SB 1 Formula Funds, administered through the Caltrans Sustainable Communities Grant Program. Through this work element, projects are fostered with local jurisdictions and community partners that implement the region's adopted SCS. To aid in the development of projects, SRTA will be identifying a range of potential strategies to prioritize for funding. As projects and deliverables are identified for SB1 Formula funds, the OWP is amended.

Prior Fiscal Year Work

Performed assistance for ATP Cycle 7 grant applications, resulting in an anticipated six grant applications.

FY 2024/25 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Project Management			
1.1	Project administration - Conduct project team meetings and communication to review ongoing work; discuss upcoming tasks; schedule 2–4 different types of engagement opportunities per project; and ensure adequate interagency communication and coordination.	SRTA	July – Feb	Progress reports and invoices
Task 2	Public Engagement and Partner/Stakeholder Communication			
2.1	Engagement meetings - Develop and administer public engagement, including relevant disadvantaged communities.	SRTA, Consultant	July – Feb	Summary of engagement efforts
2.2	Temporary built environment demonstrations, if requested by local agencies and partners.	SRTA, Consultant	July – Feb	Demonstrations, if requested
2.3	Technical memo on engagement and stakeholder communication - summary of engagement and stakeholder communication.	Consultant	July – Feb	Technical memo
Task 3	Shasta Active Transportation Trunk Line Network Expansion			
3.1	Conceptual Corridor Alignments and Layouts - Analyze existing conditions in project areas and present context-appropriate alignments and layouts up to 5-10 trunk line network corridors connecting major destinations in and between the region’s strategic growth areas (SGAs), or feeder routes connecting to trunk lines	SRTA, Consultant	July – Feb	Alignments and layouts

3.2	Alignment and Layout Recommendations (Including Preliminary Cost Estimates) - Recommend active transportation alignments and layouts for up to 5-10 corridors in and between SGAs informed by input received from partners, stakeholders, and community engagement. Prepare preliminary cost estimates at a level appropriate for an ATP or other similar grant application (roughly 10–30% level of design).	SRTA, Consultant	July – Feb	Recommendations, preliminary cost estimates
3.3	Prepare technical memo for alignments and layouts, summarizing non-motorized network corridor alignments and layouts.	Consultant	July – Feb	Technical memo
Task 4	Grant Application Assistance and Technical Support			
4.1	Assist with preparing grant applications, develop supporting documents for applications, and have applications reviews by independent review panel.	SRTA, Consultant	July – Feb	Completed grant applications

Future / Ongoing Work

None expected.

Objective

General Use of SB1 Formula Funds: To lend technical and financial assistance to local agency and private sector partners in identifying projects, performing conceptual design, carrying out public outreach, and other tasks needed to advance projects consistent with the RTP/SCS. All projects should help the region meet greenhouse gas emission reductions targets. As these partnerships and investments begin to yield tangible outcomes, SRTA will continue to align planning and infrastructure investments to achieve the critical mass and intensity of factors known to influence travel behavior—also known as the 5 “D Factors” described in the region's RTP/SCS.

Total Budget: \$185,420				
Estimated Expenditures and Anticipated Revenues				
Staff Allocations and Funding Requirements	FY 2024/25			
	Expenditures		Revenue by Fund Source (\$)	
	Direct	Indirect	LTF	SB1 23/24 Formula
SRTA				
Personnel	\$ 21,160	\$ 63,013	\$ 21,139	\$ 63,033
Services & Supplies	\$ -		\$ -	\$ -
Human Resources	\$ 508		\$ 128	\$ 380
Consultant(s) (TBD)	\$ 100,740			\$ 100,740
TOTAL:	\$ 122,407	\$ 63,013	\$ 21,267	\$ 164,153
<i>Total local match for SB1 grant is 11.47% of SB1 programmed amount</i>				

Discussion

To maintain livable and fiscally sustainable communities, investments in transportation infrastructure and services must be balanced with transportation-efficient land use—meaning a mix of development types, closer together, with access to multiple travel options. The RTP/SCS includes ambitious assumptions for new housing, jobs, and commercial development in Strategic Growth Areas (see attached map) served by the next generation of multimodal transportation infrastructure and services. SRTA may utilize regional funds and programs to influence and facilitate these goals, but the region's RTP/SCS cannot be realized without local agency and private sector participation. SB1 Formula Planning Funds provide resources for these efforts. This effort will assist SRTA and regional public transit partners (e.g., Redding Area Bus Authority (RABA) and Dignity Health Connected Living (DHCL)) in evaluating options to address public transit service needs for the region through efficient and cost-effective operations. Continued community needs must be balanced with federal/state regulations and new mandates, limited regional funds, cost increases, and other factors. Plans, technical studies, or programs that help implement the SRTA's long-range transit plan, RABA's Short Range Transit Plan, and zero-emission fleet transition plans may be produced.

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

This work element is funded with SB 1 Formula Funds, administered through the Caltrans Sustainable Communities Grant Program. Through this work element, projects are fostered with local jurisdictions and community partners that implement the region's adopted SCS. To aid in the development of projects, SRTA will be identifying a range of potential strategies to prioritize for funding. As projects and deliverables are identified for SB1 Formula funds, the OWP is amended.

Prior Fiscal Year Work

Discussed and considered major changes to: Transportation Development Act (TDA) allocations; rural transit administration for FTA 5311 and FTA 5311(f); transitioning intercity bus efforts from SRTA to RABA; and other similar efforts. A request for proposal for consultant assistance for a regional transit consolidation study was prepared and might be issued prior to July 2024.

FY 2024/25 Work

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

Future / Ongoing Work

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

Objective

General Use of SB1 Formula Funds: To lend technical and financial assistance to local agency and private sector partners in identifying projects, performing conceptual design, carrying out public outreach, and other tasks needed to advance projects consistent with the RTP/SCS. All projects should help the region meet greenhouse gas emission reductions targets. As these partnerships and investments begin to yield tangible outcomes, SRTA will continue to align planning and infrastructure investments to achieve the critical mass and intensity of factors known to influence travel behavior—also known as the 5 “D Factors” described in the region's RTP/.

Total Budget: \$190,613				
Estimated Expenditures and Anticipated Revenues				
Staff Allocations and Funding Requirements	FY 2024/25			
	Expenditures		Revenue by Fund Source (\$)	
SRTA	Direct	Indirect	LTF	SB1 24/25 Formula
Personnel	\$ 14,015	\$ 41,738	\$ 21,731	\$ 34,022
Services & Supplies	\$ -		\$ -	\$ -
Human Resources	\$ 336		\$ 132	\$ 204
Consultant(s) (TBD)	\$ 134,524			\$ 134,524
TOTAL:	\$ 148,875	\$ 41,738	\$ 21,863	\$ 168,750
Total local match for SB1 grant is 11.47% of SB1 programmed amount				

Discussion

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

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

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

This work element is funded with SB 1 Formula Funds, administered through the Caltrans Sustainable Communities Grant Program. Through this work element, projects are fostered with local jurisdictions and community partners that implement the region's adopted SCS. To aid in the development of projects, SRTA will be identifying a range of potential strategies to prioritize for funding. As projects and deliverables are identified for SB1 Formula funds, the OWP is amended.

Prior Fiscal Year Work

Not applicable; new Work Element.

FY 2024/25 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Project Management			
1.1	Prepare and issue a request for proposals (RFP) for consultant assistance	SRTA	Jan – June	RFP
1.2	Invoicing, meetings, and quarterly reports.	SRTA	Jan – June	RFR, Quarterly reports
Task 2	Regional Freight Plan			
2.1	Data collection/Existing Conditions	Consultant, SRTA	Mar – June	Technical memo

Future / Ongoing Work

Project management, data collection/existing conditions, regional freight/goods movement analysis, prior national/state efforts review, economic data review, potential freight zones, gaps/needs analysis for capital and funding, draft and final regional freight network.

702.01 – TRANSPORTATION IMPROVEMENT PROGRAMS (TIPS)

Objective

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

Total Budget: \$ 263,504

Estimated Expenditures and Anticipated Revenues

Staff Allocations and Funding Requirements	FY 2024/25								
	Expenditures		Revenue by Fund Source (\$)						
	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	FHWA PL Carryover Fy 2023/24	Toll Credits*	FHWA PL Carryover Fy 2023/24	LTF
SRTA									
Personnel	\$ 65,829	\$ 196,037	\$ 128,614	\$ 16,663	\$ 145,277	\$ -	\$ -	\$ -	\$ 116,589
Services & Supplies	\$ 59		\$ 52	\$ 7	\$ 59	\$ -	\$ -	\$ -	\$ -
Human Resources	\$ 1,580		\$ 776	\$ 101	\$ 876	\$ 0	\$ -	\$ -	\$ 703
TOTAL:	\$ 67,467	\$ 196,037	\$ 129,442	\$ 16,771	\$ 146,212	\$ -	\$ -	\$ -	\$ 117,292

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

Discussion

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

NOTE: Data and PMs for the RTIP and FTIP are included in PMs and Regional Data, WEs 701.03 and 701.11, respectively.

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

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

Prior Fiscal Year Work

The SRTA executive director was granted authority to locally approve both administrative modifications, and formal amendments, to the FTIP. The 2023 FTIP was adopted Sept 2022 and various amendments were undertaken during the year. SRTA prepared and published an annual list of federally obligated transportation projects for public information, per federal regulations. Staff participated in state discussions and guidelines updates for 2024 RTIP. SRTA prepared the 2024 RTIP for adoption into the 2024 STIP. Work started on the FY 2025 FTIP.

FY 2024/25 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	FTIP Amendments			
1.1	Receive, process, submit, and post FTIP formal amendment requests, including descriptive letter, CTIPS pages, grouped projects summary tables, financial summary tables, and summary of changes table. Formal amendments undergo a minimum 14-day public review. Subsequently, SRTA staff notifies cognizant agencies, and interested individuals, when formal amendments locally approved.	SRTA	Jul – Dec	FTIP amendments
1.2	Administrative modifications amendments required, or requested, including all materials listed in Task 1.1, less the financial summary tables. (Administrative modifications do not undergo public review and are accepted as state- and federally approved upon local approval.)	SRTA	Jul – Dec	FTIP administrative modifications
Task 2	Monitor Implementation of Shasta RTIP & STIP			
2.1	Attend CTC meetings as necessary.	SRTA	Bi-monthly	Improved coordination
2.2	Meet with local agencies to determine upcoming projects and funding strategies. Seek additional/matching funding for STIP projects.	SRTA	Ongoing	Improved coordination
2.3	Manage allocations and timely use of funds.	SRTA	Ongoing	Responsible use of funds

2.4	Monitor opportunities to include intelligent transportation systems (ITS) strategies and develop candidate projects.	SRTA	Ongoing	Potential projects
2.5	Request amendments to STIP and amend Shasta RTIP as needed.	SRTA	Ongoing	STIP/RTIP amendments
2.6	Review and provide input on Interregional Transportation Strategic Plan (ITSP) in relation to impact or changes to the Interregional Transportation Improvement Program (ITIP)	SRTA	Ongoing	Meeting participation; comment letters
Task 3	California Federal Programming Group Meetings			
3.1	Attend CFPG meetings. Participate on CFPG Task Forces, as desirable.	SRTA	Bi-monthly	Meeting notes
Task 4	Develop and Prepare Next FTIP			
4.1	Review information and attend state 2025 FTIP/FSTIP meetings	SRTA	Jun – Aug	Improved coordination
4.2	Prepare draft 2025 FTIP.	SRTA	Jul -Aug	Draft FTIP
4.3	Circulate for public review and comment.	SRTA	Jul – Aug	Public review
4.4	Adopt 2025 FTIP and submit to federal/state agencies.	SRTA	Sept	Final FTIP
Task 5	Prepare and Publish Annual List of Federal FY Federally Obligated Projects			
5.1	Receive Caltrans list of federally obligated streets, roads, and bicycle projects for prior federal fiscal year (FFY).	SRTA	Oct – Dec	List document
5.2	Modify list for public use, add FTIP CTIPS numbers to projects, and solicit and add federally funded transit projects.	SRTA	Oct – Dec	Updated list for public
5.3	Publish list of prior FFY federally obligated projects within 90 days following the end of the prior FFY. Post to SRTA website.	SRTA	Oct – Dec	Published list
Task 6	Annual List of Locally Approved Regional Surface Transportation Program (RSTP) Projects			
6.1	With RSTP prior year estimates, solicit local project submissions per SRTA RSTP exchange policies.	SRTA	Apr – May	Potential local projects
6.2	Evaluate submitted projects for eligibility and prepare staff recommendation for RSTP-funded projects.	SRTA	May – Jun	Staff recommendation
6.3	Present funding recommendations to SRTA Board of Directors for approval.	SRTA	Jun	Staff report and RSTP recommendations
6.4	Under WE 702.02, prepare RSTP subrecipient cooperative agreements with local jurisdictions and disseminate for approval.	SRTA	Jun	Subrecipient agreements

Future / Ongoing Work

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

702.02 – OVERALL WORK PROGRAM (OWP)

Objective

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

Total Budget: \$186,413									
Estimated Expenditures and Anticipated Revenues									
Staff Allocations and Funding Requirements	FY 2024/25								
	Expenditures		Revenue by Fund Source (\$)						
SRTA	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	FHWA PL Carryover FY 2023/24	Toll Credits*	FHWA PL Carryover FY 2023/24	LTF
Personnel	\$ 46,530	\$ 138,566	\$ -	\$ -	\$ -	\$ 88,615	\$ 11,481	\$ 100,095	\$ 85,000
Services & Supplies	\$ 201		\$ -	\$ -	\$ -	\$ 178	\$ 23	\$ 201	\$ -
Human Resources	\$ 1,117		\$ -	\$ -	\$ -	\$ 535	\$ 69	\$ 604	\$ 513
TOTAL:	\$ 47,848	\$ 138,566	\$ -	\$ -	\$ -	\$ 89,327	\$ 11,573	\$ 100,900	\$ 85,513

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

Discussion

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

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

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

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

Prior Fiscal Year Work

Prior year budget and work plan prepared and adopted; quarterly reports completed, including descriptive summaries of work performed and corresponding budget expenditures; consultation and coordination with state and federal partners regarding the content and ongoing improvement of the OWP document; maintained and used a full-cost accounting system for fiscal management of US DOT funds; developed and executed sub-recipient cooperative agreements; developed and adopted policy for the distribution of planning funds to local partner agencies. Adopted new Overall Work Program policies and procedures for the agency (Section 2.24.10). Prepared new FY regional planning priorities, draft OWP, and final OWP. Participated in annual OWP coordination meeting with state and federal oversight partners. Annual sub-recipient cooperative agreements for the pass-through of planning, non-motorized, and RSTP funds annually developed and executed. A major revision/update of the OWP document was completed as part of preparing an 2024/25 OWP.

FY 2024/25 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Closeout of Prior FY and Budget			
1.1	Prepare prior year certification of expenditures and close-out reports for submittal to Caltrans	SRTA	Jul – Sept	Certification and closeout reports
Task 2	Management of Current FY OWP and Budget			
2.1	Develop, administer, amend, and oversee subrecipient cooperative agreements (SCAs) (general and RSTP) with local agency subrecipients.	SRTA	Ongoing	SCAs
2.2	Track staff hours on work tasks and review budget expenditures.	SRTA	Ongoing	Oversight of expenditures
2.3	Prepare and submit invoices and quarterly progress reports to Caltrans, including SRTA and sub-recipient activity, as well as Disadvantaged Business Enterprise (DBE) reporting forms.	SRTA	Quarterly	Invoices and reports

2.4	Prepare bi-yearly DBE reporting to submit to Caltrans, Headquarters.	SRTA	Apr and Oct	DBE reports
2.5	Prepare and submit Year End Package and OWP Final Products to Caltrans District.	SRTA	Jul – Aug	Year-end package and final products
Task 3 OWP Amendments				
3.1	Prepare staff reports and budget documents for SRTA board of directors' approval (typically 2–3 amendments per year).	SRTA	As needed	Staff reports and budget documents
3.2	Coordinate with Caltrans District 2 and submit required documentation to Caltrans for federal and state approval	SRTA	As needed	Documentation and state/federal approval
Task 4 Develop Next FY OWP				
4.1	Annual OWP coordination meeting with Caltrans, FHWA, and FTA.	SRTA	Nov – Dec	Enhanced coordination
4.2	Prepare and present regional planning priorities for board of directors' approval.	SRTA	Oct – Dec	Regional planning priorities, staff report
4.3	Prepare and distribute local agency call for planning projects based on regional planning priorities, Federal Planning Factors, and California Planning Emphasis Areas, and evaluate proposals. (May depend on available funding.)	SRTA	Aug – Jan	Call for planning projects, if performed.
4.4	Update narrative portion and prepare draft work elements.	SRTA	Nov – Feb	Draft OWP
4.5	Analyze SRTA staff and labor needs, allocate staff hours across work elements, and prepare draft budget, including: personnel, services and supplies, consultant work, local agency sub-allocations, and indirect costs.	SRTA	Nov – Feb	Allocation of funds as appropriate
4.6	Prepare and present draft OWP to board of directors for review and comment.	SRTA	Feb	Board feedback
4.7	Submit draft OWP to state and federal agencies for review and comment.	SRTA	Mar	State and federal feedback
4.8	Revise draft OWP to include federal and state comments and recommendations.	SRTA	Mar – Apr	OWP ready for approval and adoption
4.9	Prepare and present final OWP to board of directors for adoption.	SRTA	Apr	Adopted OWP
4.10	Prepare and submit annual subrecipient cooperative agreements to sub-recipients. File SCAs and issue Notices to Proceed upon full execution.	SRTA	May – Jun	SCAs and notices to proceed
4.11	Submit final OWP to Caltrans for state and federal approval.	SRTA	May – Jun	Approved OWP

Future / Ongoing Work

All of the above tasks are ongoing work.

Objective

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

Total Budget: \$ 31,017			
Estimated Expenditures and Anticipated Revenues			
Staff Allocations and Funding Requirements	FY 2024/25		
	Expenditures		Revenue by Fund Source (\$)
SRTA	Direct	Indirect	LTF
Personnel	\$ 7,700	\$ 22,932	\$ 30,632
Services & Supplies	\$ 200		\$ 200
Human Resources	\$ 185		\$ 185
Consultant	\$ -		\$ -
TOTAL:	\$ 8,085	\$ 22,932	\$ 31,017

Discussion

Transportation funding has transitioned in recent years from predominately formula-based allocations to a highly competitive discretionary funding environment. In addition to newer federal programs, the State of California has introduced a number of Greenhouse Gas Reduction Fund (GGRF) funded programs that fund capital roadway projects, transit capital and operating projects, and non-motorized planning and capital projects. Furthermore, a number of past funding avenues have been consolidated into ultra-competitive programs such as the Active Transportation Program (ATP). SRTA plays a key role in tracking current and new grant program opportunities, competing directly for grants, and assisting local partner agencies in seeking grants for projects that help to implement SRTA's adopted Regional Transportation Plan (RTP). The funding assumptions and performance goals found in the adopted RTP are premised on the successful pursuit of these discretionary funding sources. Due to tight grant program timelines and large variations in work effort required, SRTA maintains a technical services contracts with consultant to augment SRTA staff time. SRTA typically prepares 1 to 3 grant applications per year. The timing and specific grant program vary from year to year.

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

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

Prior Fiscal Year Work

Grant applications were developed for the Fix 5 Cascade Gateway Project, Low-Stress Shasta, and SRTA Planning Data Dashboard and submitted.

FY 2024/25 Work

Task 1	Develop Projects to Complete Effectively for Discretionary Funding	Responsible	Schedule	Deliverable or Outcome
		Entities		
1.1	Track existing and emerging state and federal grant opportunities. Perform research into applicable programs and participate in grant workshops as needed.	SRTA	July – June	Awareness of upcoming grant opportunities
1.2	Communicate with and provide technical assistance to local agencies, human service transportation providers, and private industry partners to identify project needs and align these needs with applicable grant program funding opportunities.	SRTA	July – June	Improved coordination with local/regional partners.
1.3	Develop project work scopes and organize interagency and community partnerships and resources.	SRTA	July – June	Improved coordination with local/regional partners.

Future / Ongoing Work

All of the above work is regular ongoing work.

Objective

To implement the GoShasta Regional Active Transportation Plan (adopted February 2018) and increase the share of trips made via bicycle and walking. Ambitious targets for the reduction of vehicle miles traveled and associated greenhouse gas emissions documented in the RTP/SCS cannot be achieved using incremental implementation of outdated strategies serving geographically dispersed development patterns and segregated land uses. A new generation of infrastructure, policies, and programs, combined with supportive land use, is required. The regional vision and strategies presented in the adopted GoShasta Regional Active Transportation Plan describes the next generation of facilities, programs, and policies required to achieve the RTP/SCS. This work element helps to focus regional resources and effort to expedite the planning and funding of GoShasta priorities, including the creation of active transportation “trunk lines.” This work element supports projects that are not included within the scope of 701.17 (Low-Stress Shasta).

Total Budget: \$162,832										
Estimated Expenditures and Anticipated Revenues										
Staff Allocations and Funding Requirements	FY 2024/25									
	Expenditures	Revenue by Fund Source (\$)								
	Direct	Indirect	FHWA PL	Toll Credits*	FHWA PL	FHWA PL (CS)	Toll Credits*	Total FHWA PL (CS)	Non-Motorized	LTF
SRTA										
Personnel	\$ 34,139	\$ 101,666	\$ 84,034	\$ 10,888	\$ 94,922	\$ 19,954	\$ -	\$ 19,954	\$ -	\$ 20,929
Services & Supplies	\$ 11,257		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 11,257
Human Resources	\$ 819		\$ 507	\$ 66	\$ 573	\$ 121	\$ -	\$ 121	\$ -	\$ 126
Consultant (Kittelson, see 703.07)									\$ -	
Bike Month Promotional	\$ 14,950						\$ -			\$ 14,950
TOTAL:	\$ 61,166	\$ 101,666	\$ 84,541	\$ 10,953	\$ 95,495	\$ 20,075	\$ -	\$ 20,075	\$ -	\$ 47,262

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

Discussion

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

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

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

Prior Fiscal Year Work

SRTA performed oversight for previously awarded projects through the Regional Non-Motorized Program. SRTA staff provided technical consultation, coordination, and project development assistance to member agencies and Caltrans District 2 for anything not covered by the scope of Shasta Trunk Lines (703.06). Funded Healthy Shasta's use of an application to promote Bike Month and gather active transportation data. Assisted with public engagement for ATP Cycle 7 with local partners.

FY 2024/25 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Active Transportation Planning, Policy Development, and Training			
1.1	Host and participate in bicycle/pedestrian planning and policy workgroups and advisory committees.	SRTA	July – June	Sustainable regional partnerships
1.2	Host active transportation educational opportunities (e.g., seminars, webinars, trainings, etc.) for local and regional partners.	SRTA	July – June	Education and increased awareness
1.3	Participate in interagency consultation and provide general technical support towards the development of active transportation projects, programs, promotion, and grant applications.	SRTA	July – June	Technical assistance
Task 2	Provide Active Transportation Technical Assistance to Local Agencies and Organizations			

2.1	Monitor funding opportunities for bicycle and pedestrian planning and construction.	SRTA	July – June	Awareness of funding opportunities
2.2	Provide technical assistance, as needed, for local agencies to prepare bicycle and pedestrian projects consistent with the GoShasta ATP. In addition to planning consultation and public engagement support, SRTA may include project concepts, preliminary designs or other drawings, and grant-writing assistance to support grant seeking (for those efforts not otherwise falling under Low-Stress Shasta (WE 701.16)).	SRTA	July – June	Technical assistance and application support
2.3	Provide technical support, as needed, for community-based organizations seeking to improve the active transportation user experience, including amenities and programmatic support tasks documented in GoShasta (e.g., Bike Month activities).	SRTA	July – June	Technical support for partners
Task 3	Manage SRTA Non-Motorized Program(s)			
3.1	Administer and manage Rural BLAST Program and 2% TDA bicycle and pedestrian set-aside, including accounting and project monitoring, for projects that are consistent with the GoShasta Regional Active Transportation Plan.	SRTA	July – June	Leverage for capital active transportation projects

Future / Ongoing Work

All of the above tasks are regular ongoing work.

Objective

General Use of SB1 Formula Funds: To lend technical and financial assistance to local agency and private sector partners in identifying projects, performing conceptual design, carrying out public outreach, and other tasks needed to advance projects consistent with the RTP/SCS. All projects should help the region meet greenhouse gas emission reductions targets. As these partnerships and investments begin to yield tangible outcomes, SRTA will continue to align planning and infrastructure investments to achieve the critical mass and intensity of factors known to influence travel behavior—also known as the 5 “D Factors” described in the region's RTP/SCS.

Total Budget: \$700,000					
Estimated Expenditures and Anticipated Revenues					
Staff Allocations and Funding Requirements	FY 2024/25				
	Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	PPM	Non-Motorized	SB1 24/25 Competitive
SRTA					
Personnel	\$ 49,149	\$ 146,365	\$ 22,425	\$ -	\$ 173,089
Services & Supplies			\$ -	\$ -	
Human Resources	\$ 1,180		\$ 135	\$ -	\$ 1,044
Consultant (TBD)					
	\$ 503,306		\$ 57,729		\$ 445,577
TOTAL (FY 24/25):	\$ 553,635	\$ 146,365	\$ 80,290	\$ -	\$ 619,710

Discussion

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

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

This work element is funded with SB 1 Formula Funds, administered through the Caltrans Sustainable Communities Grant Program. Through this work element, projects are fostered with local jurisdictions and community partners that implement the region's adopted SCS. To aid in the development of projects, SRTA will be identifying a range of potential strategies to prioritize for funding. As projects and deliverables are identified for SB1 Formula funds, the OWP is amended.

Prior Fiscal Year Work

None. This is a new Work Element.

FY 2024/25 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Project Administration			
1.1	Manage and administer the grant. Conduct kick-off meeting with Caltrans staff. Conduct project team meetings and communication to review ongoing work; discuss upcoming tasks; schedule 2–4 different types of engagement opportunities per project; and ensure adequate interagency communication and coordination.	SRTA	Upon award – June	Notes from SRTA-CT kick-off meeting, quarterly invoices, and progress report
Task 2	Existing Conditions, Data Collection, and Analysis			
2.1	Data collection on existing conditions, walk or bike audits of project corridors and sites, and analysis of data retrieved	SRTA, Consultant	Upon award – June	Summary of existing conditions and analysis
Task 3	Engagement of Public and Partners			
3.1	Employ various methods of engaging with the public to inform project’s conceptual design and grant application narrative.	SRTA, Consultant	Upon award – June	Public engagement summary
Task 4	Active Transportation Project Concept Drawings			
4.1	Assist with preparing project concept drawings (approx. 30% design), supporting documents for applications, maps, and other technical data or documents necessary for developing competitive grant applications.	SRTA, Consultant	Upon award – June	Project drawings and supporting documents

Future / Ongoing Work

Prepare final report and present to the SRTA Board of Directors.

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.

Total Budget: \$ 328,707									
Estimated Expenditures and Anticipated Revenues									
Staff Allocations and Funding Requirements	0								
	Expenditures		Revenue by Fund Source (\$)						
SRTA	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	FHWA PL Carryover FY 2023/24	Toll Credits*	FHWA PL Carryover FY 2023/24	LTF
Personnel	\$ 80,012	\$ 238,274	\$ 135,333	\$ 17,534	\$ 152,866	\$ -	\$ -	\$ -	\$ 165,420
Services & Supplies	\$ 1,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000
Human Resources	\$ 1,920		\$ 816	\$ 106	\$ 922	\$ -	\$ -	\$ -	\$ 998
Consultant (web hosting)	\$ 7,000		\$ 6,197	\$ 803	\$ 7,000	\$ -	\$ -		\$ -
SSL Certificate/Misc.	\$ 500		\$ 443	\$ 57	\$ 500	\$ -	\$ -		\$ -
TOTAL:	\$ 90,432	\$ 238,274	\$ 142,789	\$ 18,500	\$ 161,289	\$ -	\$ -	\$ -	\$ 167,418

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

Discussion

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

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

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

Prior Fiscal Year Work

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

FY 2024/25 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Agency Website (srta.ca.gov)			
1.1	Ongoing updates and periodic refreshing of agency website.	SRTA	July – June	Updated website
1.2	Website services, including web-domain hosting, security certificate, and social media.	SRTA	July – June	Online presence
1.3	Manage online community engagement tools, including Facebook, Instagram, and community voice modules on agency website.	SRTA	July – June	Social media posts
1.4	Evaluate current website service provider and procure new service provider if needed	SRTA	As needed	New provider (if needed)
1.5	Redesign and refresh website	SRTA, Consultant	July – Aug	Redesigned website
Task 2	Public Information and Notification			
2.1	Provide information to the public regarding regional transportation infrastructure and services, including but not limited press releases, social media, and presentations to	SRTA	July – June	Improved public awareness of SRTA and its

	community groups.			work
2.2	Post meeting recordings to YouTube as needed.	SRTA	July – June	Meeting recordings
2.3	Legal notices and advertisements regarding SRTA planning and programming activities.	SRTA	July – June	Legal notices and ads (as needed)
2.4	Review Public Participation Plan periodically for potential updates including consistency with outreach to disadvantaged communities and other groups.	SRTA	July – June	Plan updates (as needed)

Future / Ongoing Work

Tasks 1.1 – 1.3 and Tasks 2.1 – 2.4 are regularly ongoing tasks. Develop and adopt the 2025 Public Participation and Title VI Plan by December 2025.

705.02 – GIS APPLICATIONS

Objective

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

Total Budget: \$ 101,689				
Estimated Expenditures and Anticipated Revenues				
Staff Allocations and Funding Requirements	FY 2024/25			
	Expenditures		Revenue by Fund Source (\$)	
SRTA	Direct	Indirect	LTF	
Personnel	\$ 19,163	\$ 57,066	\$	76,229
Services & Supplies			\$	-
Human Resources	\$ 460		\$	460
Consultant:				
ArcGIS Licenses	\$ 5,000		\$	5,000
Consultant Services (TBD)	\$ 20,000		\$	20,000
TOTAL:	\$ 44,623	\$ 57,066	\$	101,689

Discussion

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

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

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

Prior Fiscal Year Work

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

FY 2024/25 Work

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

Future / Ongoing Work

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

705.05 – TRAVEL DEMAND MODEL

Objective

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

Total Budget: \$ 126,147									
Estimated Expenditures and Anticipated Revenues									
Staff Allocations and Funding Requirements	FY 2024/25								
	Expenditures		Revenue by Fund Source (\$)						
	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	FHWA PL Carryover 2023/24	Toll Credits*	FHWA PL Carryover 2023/24	LTF
SRTA									
Personnel	\$ 24,375	\$ 72,587	\$ 37,952	\$ 4,917	\$ 42,869	\$ -	\$ -	\$ -	\$ 54,093
Services & Supplies	\$ 100				\$ -	\$ -	\$ -	\$ -	\$ 100
Human Resources	\$ 585		\$ 229	\$ 30	\$ 259	\$ -	\$ -	\$ -	\$ 326
Consultant Services (TBD)	\$ 20,000		\$ 17,706	\$ 2,294	\$ 20,000	\$ -	\$ -	\$ -	\$ -
Cube Software License	\$ 8,500				\$ -	\$ -	\$ -	\$ -	\$ 8,500
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL:	\$ 53,560	\$ 72,587	\$ 55,887	\$ 7,241	\$ 63,127	\$ -	\$ -	\$ -	\$ 63,019

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

Discussion

MPOs are required to develop and maintain a travel demand forecast model that meets FHWA and FTA requirements per Title 23 U.S.C. Section 134, and California requirements as specified under Chapter 3 of the 2017 Regional Transportation Plan (RTP) Guidelines for Metropolitan Planning Organizations (MPO). The RTP Guidelines also specify certain capabilities for medium-sized MPOs (Sections 3.4 and 3.5). The ShastaSIM travel demand model fulfills these requirements. ShastaSIM measures the impact of population growth and planned or anticipated land development and calculates various transportation and mobility-related performance metrics for any given planning year. ShastaSIM informs decision makers as to the location and timing of improvements needed to maintain adequate level of service. Outputs from ShastaSIM and travel model post-processing are utilized in various planning documents including, but not limited to: the RTP, RTIP, FTIP (23 USC 134), corridor studies, special projects, and air quality conformity. ShastaSIM requires specialized software and extensive input data, including household travel surveys, socio-economic demographics, and parcel-level land use characteristics. Post-processing routines are required for procedures not found in ShastaSIM, such as calculations of mobile source emissions. SRTA received funding, in partnership with California's Small 6 MPOs, to develop a land use model to integrate with ShastaSIM. SRTA is developing a new regional land use model, which will be used for the 2026 RTP/SCS.

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

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

Prior Fiscal Year Work

Updates to the model were started in preparation for the 2022 RTP, including updates to the model's DaySIM and transit components, as well as data updates based on regional and local data. Model outputs were reviewed, and validation/calibration activities were conducted based on pre-COVID traffic counts and available Big Data. A task order to model the impact of the Fix 5 Cascade Gateway Project was completed. SRTA, along with four other small MPOs, were awarded grant funds for an Integrated Land Use Model and Development Monitoring Framework Tool. MPO members signed MOUs, initiated and RFP, selected a consultant, and started initial work on the project.

FY 2024/25 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Operation and Maintenance			
1.1	Manage technical advisory committee, known as the Shasta Model Users Group (SMUG).	SRTA, Consultant	July – June	SMUG feedback
1.2	Perform routine maintenance of the model, including actual and scheduled network changes, traffic count data, land use assumptions, population growth forecast update, and other inputs.	Consultant	As needed	Updated model
1.3	Model data requests or assistance and operation of the model in support of other work elements.	SRTA, Consultant	July – June	TDM support for other work elements
Task 2	Education and Training			
2.1	SRTA staff participation in national or statewide travel demand modeling technical training and practitioner workgroups.	SRTA	July – June	Technical support
2.2	Training for SRTA staff on model operation, maintenance, and emissions post-processing. Training for regional partners on use of the model, including materials.	SRTA, Consultant	July – June	Technical support

Future / Ongoing Work

All of the above tasks are regular ongoing work.

Objective

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

Total Budget: \$526,336				
Estimated Expenditures and Anticipated Revenues				
Staff Allocations and Funding Requirements	FY 2024/25			
	Expenditures		Revenue by Fund Source (\$)	
	Direct	Indirect	PPM	FY 2023/24 Sustainable Communities
SRTA				
Personnel	\$ 49,960	\$ 148,782	\$ 64,229	\$ 134,513
Services & Supplies	\$ 1,395		\$ 161	\$ 1,234
Human Resources	\$ 1,199		\$ 390	\$ 809
Consultant:				
TBD	\$ 325,000			\$ 325,000
TOTAL:	\$ 377,555	\$ 148,782	\$ 64,780	\$ 461,556

Discussion

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

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

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

Prior Fiscal Year Work

Developed and issued RFP, contracted with consultant, managing and administering the project, identified key stakeholders, working on public engagement plan, initial TAC and public engagement meetings, developed a plan for updating and calibrating the model and identifying the required data and data sources.

FY 2024/25 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Project Administration			
1.1	Manage and administer the project.	SRTA	July – Jun	Progress reports and invoices
1.2	Quarterly invoices and project reports	SRTA	July – Jun	Progress reports and invoices
Task 2	Outreach and Public Engagement			
2.1	Public engagement plan including stakeholder identification and segmentation	SRTA, Consultant	July – Jun	Public engagement plan
2.2	Initial stakeholder engagement	SRTA, Consultant	July – Jun	Initial stakeholders feedback
2.3	Participatory initiatives	SRTA, Consultant	July – Jun	Better coordination
Task 3	Data Collection			
3.1	Gather required land use, mobility, health, and accident data.	Consultant	July – Jun	Required data and data sources
3.2	Develop a framework for data collection and uploading.	Consultant	July – Jun	A framework for data collection
Task 4	Data Updating and Integration			
4.1	Update and integrate land use, travel, health, accident, and greenhouse gas prediction models	Consultant	July – Jun	An updated and integrated model

Task 5	Platform Development			
5.1	Develop scenario toolkit.	Consultant	July – Jun	A scenario toolkit
5.2	Develop a toolkit to query, analyze, and download data.	Consultant	July – Jun	A toolkit to query, analyze, and download data
5.3	Develop a dashboard to present data, maps, figures, and reports.	Consultant	July – Jun	A dashboard to present data, maps, figures, and reports
Task 6	Advisory Committee Meetings			
6.1	Consult the TAC at different stages that include but are not limited to identifying the required data, needs, and priorities, integrating and updating the required models, technical tests, and final version evaluation.	SRTA, Consultant	July – Jun	Technical support
Task 7	Board Review / Approval			
7.1	Involve SRTA board members in the development of the dashboard.	SRTA	July – Jun	Board feedback

Future / Ongoing Work

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

706.02 – PUBLIC TRANSPORTATION PLANNING AND COORDINATION

Objective

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

Total Budget: \$222,815									
Estimated Expenditures and Anticipated Revenues									
Staff Allocations & Funding Requirements	FY 2024/25								
	Expenditures		Revenue by Fund Source (\$)						
	Direct	Indirect	FHWA PL	Toll Credits*	FHWA PL Total	FTA 5303	Toll Credits*	FTA 5303	LTF
SRTA									
Personnel	\$ 55,151	\$ 164,240	\$ 51,295	\$ 6,646	\$ 57,941	\$ 83,754	\$ 10,851	\$ 94,606	\$ 66,844
Services & Supplies	\$ 2,100			\$ -	\$ -				\$ 2,100
Human Resources	\$ 1,324		\$ 309	\$ 40	\$ 350	\$ 505	\$ 65	\$ 571	\$ 403
TOTAL:	\$ 58,575	\$ 164,240	\$ 51,605	\$ 6,686	\$ 58,291	\$ 84,260	\$ 10,917	\$ 95,177	\$ 69,348

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

Discussion

SRTA supports the coordination of services among the region's various public transportation providers. SRTA also promotes the effective communication of these services to the public. The Coordinated Human Services Transportation Plan is a federally mandated plan that prioritizes transportation services for funding and implementation, with an emphasis on transportation needs of persons with disabilities, older adults, and individuals of limited means. This plan is updated every five years. These efforts are closely related is WE 708.03 (Transportation Development Act Administration), which includes the annual unmet transit needs assessment and leading the Social Services Transportation Advisory Committee (SSTAC).

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

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

Prior Fiscal Year Work

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

FY 2024/25 Work

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

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

Future / Ongoing Work

All of the above is ongoing work.

Objective

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

Total Budget: \$ 46,100			
Estimated Expenditures and Anticipated Revenues			
Staff Allocations and Funding Requirements	FY 2024/25		
	Expenditures		Revenue by Fund Source (\$)
SRTA	Direct	Indirect	LTF
Personnel	\$ 11,469	\$ 34,155	\$ 45,625
Services & Supplies	\$ 200		\$ 200
Human Resources	\$ 275		\$ 275
TOTAL:	\$ 11,945	\$ 34,155	\$ 46,100

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

Discussion

SRTA works with Caltrans staff in project development and construction, particularly where SRTA is a funding partner. SRTA also reviews and comments on land use and transportation projects with regard to impacts to the performance of the regional transportation network and consistency with the regional transportation plan. This element provides funds for the RTPA to conduct special studies for selected corridors, road segments, and key locations to evaluate safety concerns, prepare project alternatives, and then to prepare cost estimates and devise appropriate actions to resolve issues (23 CFR 450.318). In a typical year, SRTA reviews approximately three environmental impact reports (EIRs), two project study reports (PSRs) and one to two Caltrans corridor plans. SRTA also coordinates with Caltrans on operational issues and closures related to weather, natural disaster, and collisions. During major road closures, SRTA works with Caltrans to examine alternatives and provide information to member agencies.

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

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

Prior Fiscal Year Work

Coordinated with regional partners in the development of the Fix 5 Cascade Gateway Project, the SR 273 Comprehensive Multimodal Corridor Plan, and the Pit River Bridge replacement project effort.

FY 2024/25 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Analysis of Project Study Reports			
1.1	Communicate and coordinate with Caltrans and affected jurisdictions in the early consultation and review of project study reports and other scoping documents as they relate to funding, programming, and the RTP/SCS.	SRTA	July – June	Enhanced coordination with regions and state
1.2	In coordination with Caltrans, develop responses to road closures and extreme climate related events, and to provide information during events.	SRTA	July – June	Regional representation
Task 2	Review and Analysis of Local Agency Projects of Regional Significance			
2.1	Review local projects, determine impacts, and assess consistency with the Regional Transportation Plan and Sustainable Communities Strategy.	SRTA	July – June	Improved coordination and consistency
2.2	Review development projects and make determination as to whether project is consistent with the adopted Sustainable Communities Strategy (SCS) for CEQA streamlining purposes.	SRTA	July – June	Comment letters when review requested

Future / Ongoing Work

All of the above work is ongoing.

707.03 – ALTERNATIVE FUELS VEHICLE PLANNING

Objective

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

Total Budget: \$ 104,031

Estimated Expenditures and Anticipated Revenues												
Staff Allocations and Funding Requirements	FY 2024/25											
	Expenditures		Revenue by Fund Source (\$)									
SRTA	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	FHWA PL Carryover FY 2023/24	Toll Credits*	FHWA PL Carryover FY 2023/24	FHWA PL Carryover FY 2022/23	Toll Credits*	FHWA PL Carryover FY 2022/23	LTF
Personnel	\$ 22,059	\$ 65,693	\$ 77,687	\$ 10,065	\$ 87,752	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services & Supplies	\$ 750		\$ 664	\$ 86	\$ 750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Human Resources	\$ 529		\$ -	\$ 61	\$ 529	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Consultant (Frontier Energy)	\$ 15,000				\$ -						\$ -	\$ 15,000
TOTAL:	\$ 38,339	\$ 65,693	\$ 78,351	\$ 10,212	\$ 89,031	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000

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

Discussion

Metropolitan planning for the region should minimize transportation-related fuel consumption and air pollution (23 CFR 450.300). The latest generation of plug-in electric vehicles (PEVs) 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 percent 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 percent PEV share of the region's vehicle fleet. Regional corridors designated as part of the national Alternative Fuel Corridors network, include Interstate 5 (I-5) and State Route 299 (SR 299). Regional efforts supported or implemented will be included in the 2026 Regional Transportation Plan update.

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

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

Prior Fiscal Year Work

Hydrogen fuel planning with ARCH2ES. Communication and coordination with North State Super Region and various public and private sector stakeholders regarding the planning and funding for alternative fuels vehicle planning.

FY 2024/25 Work

A modest number of staff hours has been allocated to this work element to allow for coordination with partners on regional and state efforts to expand fueling infrastructure and to evaluate grant funding opportunities as they arise (ongoing). SRTA will provide letters of support as appropriate for projects in the region (ongoing). SRTA will also participate in FHWA-sponsored events for corridor nominations, as well as in the North State EV Infrastructure Workgroup (estimated 4 meetings per year). Technical memos related to Shasta Regional Hydrogen Hub Study as requested. Additional tangible deliverables include meeting dates, agendas, and notes (ongoing).

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Participation and Support Leading to Accelerated Deployment of Low-Carbon Fueling Infrastructure			
1.1	Evaluate opportunities to accelerate the deployment of electric and hydrogen fueling infrastructure within the Shasta Region and along interregional corridors, focusing on benefits to public transportation, freight operations, and the traveling public.	SRTA	July – June	Awareness of upcoming opportunities
1.2	Participate in monthly North State Super Region ZEV Workgroup meetings to discuss coordinated planning and provide project letters of support.	SRTA	July – June	Better coordination
1.3	Participate in statewide and/or regional planning discussions, workshops, or meetings related to zero-emission vehicle planning efforts and provide input.	SRTA	July – June	Better coordination; letters; meeting minute
Task 2	Shasta Regional Hydrogen Hub Efforts			
2.1	Conduct outreach and maintain communication consortium of interested parties. As needed, conduct meetings, prepare presentations, and take meetings notes. Provide input on local or	SRTA, Consultant	July – June	Better coordination

North State efforts related to hydrogen project implementation.

Future / Ongoing Work

All tasks are ongoing work.

707.04 – GOODS AND FREIGHT COORDINATION AND PLANNING

Objective

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

Total Budget: \$18,686			
Estimated Expenditures and Anticipated Revenues			
Staff Allocations and Funding Requirements	FY 2024/25		
	Expenditures		Revenue by Fund Source (\$)
	Direct	Indirect	LTF
SRTA			
Personnel	\$ 4,619	\$ 13,756	\$ 18,375
Services & Supplies	\$ 200		\$ 200
Human Resources	\$ 111		\$ 111
TOTAL:	\$ 4,930	\$ 13,756	\$ 18,686
<i>*Toll Credits are shown for matching purposes only and are not considered revenue</i>			

Discussion

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

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

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

Prior Fiscal Year Work

Staff participated in both the Caltrans Freight Planning Academy and the California Freight Advisory Committee (CFAC). Performed consultation with California Trucking Association to identify needs and potential solutions on I-5.

FY 2024/25 Work

Task 1		Responsible Entities	Schedule	Deliverable or Outcome
1.1	Participate in interagency meetings and workshops that support freight and goods movement planning, including: California Freight Advisory Committee, Sustainable Freight Action Plan, and/or similar meetings.	SRTA	July – June	Enhanced coordination with regions and state
1.2	Review, participate and comment on federal or state policies, laws, programs, funding, and priorities related to freight and goods movement, including the national primary freight network, and state and regional freight corridors.	SRTA	July – June	Regional representation

Future / Ongoing Work

All of the above work is ongoing.

Objective

Improve travel safety, improve system efficiency, improve system reliability, reduce GHG and pollutant emissions in support of State goals and standards, improve multimodal access, support economic opportunity, support the movement of goods and freight, and address the needs and transportation-related impacts of disadvantaged communities that reside along the entire SR 273 corridor. Ultimately, the plan will result in a prioritized list of projects for implementation, collectively designed to achieve regional and state performance targets.

Total Budget: \$ 804,419				
Estimated Expenditures and Anticipated Revenues				
Staff Allocations and Funding Requirements	FY 2024/25			
	Expenditures		Revenue by Fund Source (\$)	
	Direct	Indirect	PPM	Strategic Partnership Grant (SPR)
SRTA				
Personnel	\$ 92,330	\$ 274,956	\$ 304,957	\$ 62,329
Services & Supplies	\$ 35,000		\$ 35,000	-
Human Resources	\$ 2,216		\$ 1,840	\$ 376
Consultant (GHD)	\$ 369,917		\$ 116,579	\$ 253,338
Consultant (TBD)	\$ 30,000		\$ 30,000	
TOTAL:	\$ 529,462	\$ 274,956	\$ 488,376	\$ 316,043

Discussion

Two planning grants were awarded for the SR 273 corridor: a \$500,000 SPR Special Projects grant was awarded to Caltrans District 2 for the southern portion and another \$500,000 State Planning and Research Strategic Partnerships grant was awarded to SRTA for the northern portion. SRTA serves as the project manager for both grants so that the entire corridor can be planned together; however, separate work elements were created in prior FY's OWP's for each respective grant. WE707.09A is for SRTA's grant, while WE707.09B was for Caltrans D2's grant. Although Caltrans' grant funds for WE707.09B have been expended and/or expired, both agencies continue to partner on this effort.

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

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

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

Prior Fiscal Year Work

Gathered information on existing conditions, conducted baseline performance assessments, identified potential projects and strategies, began analyzing improvement strategies, began selecting/prioritizing solutions, identified and began feasibility studies.

FY 2024/25 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Project Administration			
1.1	Project Administration	SRTA	July– Apr	Invoices, RFRs, etc.
Task 2	Stakeholder and Public Outreach			
2.1	Conduct PAC / EAC meetings	SRTA, Consultant	July– Feb	Improve coordination and partner support
2.2	Perform outreach, including targeting of DACs	SRTA, Consultant, Partner agencies	July – Feb	Public engagement and improved support
Task 3	Select and Prioritize Solutions			
3.1	Select and prioritize solutions.	Consultant, SRTA, Partner agencies	July – Feb	Technical memo
Task 4	Develop Draft Report			
4.1	Prepare working draft for staff review.	Consultant	July – Aug	Working draft report
4.2	Prepare public review draft for staff review.	Consultant, SRTA	July – Oct	Public review draft report
Task 5	Develop Final Report			
5.1	Prepare final draft for staff review.	Consultant, SRTA	Oct – Feb	Final draft report

Task 6 Board Review and Approval				
6.1	Present final draft to governing bodies of partner agencies	SRTA	Feb	Partner buy-in and support
6.2	Present final draft to SRTA Board of Directors for approval.	SRTA, Consultant	Feb	Board adoption

Future / Ongoing Work

None expected.

Objective

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

Total Budget: \$ 365,267				
Estimated Expenditures and Anticipated Revenues				
Staff Allocations and Funding Requirements	FY 2024/25			
	Expenditures		Revenue by Fund Source (\$)	
	Direct	Indirect	LTF	FY 2021/22 Strategic Partnership Transit (FTA 5304)
SRTA				
Personnel	\$ 56,164	\$ 167,255	\$ 123,788	\$ 99,631
Services & Supplies	\$ 500		\$ 57	\$ 443
Human Resources	\$ 1,348		\$ 747	\$ 601
			\$ -	\$ -
Consultant (TBD)	\$ 140,000		\$ 16,058	\$ 123,942
			\$ -	\$ -
TOTAL:	\$ 198,012	\$ 167,255	\$ 140,650	\$ 224,616
<i>Total local match for SB1 grant is 11.47% of SB1 programmed amount</i>				

Discussion

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

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

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

Prior Fiscal Year Work

Participated in statewide intercity bus and rail meetings including North State partner agencies, coordinated intercity bus and rail transportation options between the Shasta Region and larger metropolitan areas, evaluate and consider transportation governance structure between partner agencies in the North State and Caltrans. Initiated the development of RFP's scope of work for consultant assistance on the North State Intercity Bus to Rail Plan, and evaluated. Coordinated with the NSSR Transit Working Group. Participated in and researched California Intercity Bus Study, CA State Rail Plan, and BCAG/JJPA Valley Rail Extension rail plan.

FY 2024/25 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Project Administration			
1.1	Contract management, fiscal accounting and reporting.	SRTA	July – Dec	Progress reports and invoices
Task 2	Bus Enhancements			
2.1	Plan for the implementation of improved bus connections	SRTA, Consultant	July – Dec	Bus enhancements plan
Task 3	Passenger Rail Opportunities			
3.1	Feasibility assessment of daytime passenger rail.	SRTA, Consultant	July– Dec	Passenger rail feasibility
Task 4	Regional Governance Structure			
4.1	Explore various governance structures for managing and operating the recommended transportation service.	SRTA, Consultant	July – Dec	Governance structure
Task 5	Public Outreach and Community Engagement			
5.1	Plan and conduct public workshops and other outreach strategies to gather public input about proposed	SRTA, Consultant	July – Dec	Public feedback
Task 6	Partner Coordination			
6.1	Meetings with regional stakeholders to move the planned improvements into realistic outcomes.	SRTA, Consultant	July – Dec	Stakeholders feedback
Task 7	Board Review and Approval			
7.1	Provide project updates to board of directors	SRTA, Consultant	July – April	Staff reports;

				presentations
7.2	Present draft report to SRTA Board of Directors for review.	SRTA, Consultant	February	Board review
7.3	Present final draft report to SRTA Board of Directors for approval.	SRTA, Consultant	April	Board adoption

Future / Ongoing Work

None expected.

Objective

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

Total Budget: \$ 148,626					
Estimated Expenditures and Anticipated Revenues					
Staff Allocations and Funding Requirements	FY 2023/24				
	Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	Caltrans Sustainable Transportation Planning Grant	Pit River Tribe Local Cash Match	LTF (SRTA is not charging the grant for admin staff time)
SRTA					
Personnel	\$ -	\$ -			\$ -
Services & Supplies					
Human Resources					
Pit River Tribe Local Cash Match	\$ 19,299	No indirect per grant agreement		\$ 19,299	
Consultant (tbd)	\$ 129,327		\$ 129,327		
TOTAL:	\$ 148,626	\$ -	\$ 129,327	\$ 19,299	\$ -
Note: Match requirement noted here for RFR purposes only (not included in budget)					

Discussion

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

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

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

Prior Fiscal Year Work

FY 2024/25 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 01	Project Administration			
0.1	The Tribe will conduct an initiation meeting with Caltrans district staff to discuss grant procedures and project expectations, including invoicing, quarterly progress reports, along with relevant project information.	Pit River Tribe w/ SRTA support	July – Feb	Meeting agenda
0.2	The Tribe will submit quarterly project reports and fiscal reports to Caltrans district staff to provide a summary of project progress and grant/local match expenditures.	Pit River Tribe	July – Feb	Quarterly project reports
0.3	The Tribe will submit complete invoice packages to Caltrans district staff (at least quarterly, but no more frequently than monthly).	Pit River Tribe	July – Feb	Invoice packages
Task 02	Consultant Procurement			
0.1	The Tribe will prepare a Request for Proposals (RFP) to solicit a consultant team to develop the Tribal LRTP. The procurement process will be consistent with the standards and procedures established by Caltrans for these projects. The RFP will be distributed to qualified organizations.	Pit River Tribe	July – Feb	RFP
0.2	The Tribe will conduct a review of the proposals received. The Tribe will make the final approval of the selected consultant and execute signed contracts.	Pit River Tribe	July – Feb	Contract
0.3	The Tribe will conduct an initiation meeting with the selected consultant to discuss project expectations, including invoicing, expected deliverables, and other relevant project information. Caltrans district staff will be invited to participate.	Pit River Tribe	July – Feb	Meeting agenda
Task 1	Advisory Group			
1.1	The Tribe will designate a staff member for project oversight and operations. Recurrent project team meetings will be held to ensure good communication and orderly progress on all upcoming tasks. Consultants will be included in meetings after they are selected. Caltrans district staff will be invited to participate in project team meetings.	Pit River Tribe	July – Feb	Meeting agenda, notes
1.2	The Tribe will convene an advisory group for project guidance and meet at least three times throughout the course of the project. Participants will include members from the Tribal Council, staff from local and regional agencies, and other stakeholders that reflect community perspectives. Caltrans district staff will be invited to participate. The advisory group will identify key stakeholders	Pit River Tribe	July – Feb	Meeting agenda, notes

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

Future / Ongoing Work

No future or ongoing work expected.

707.12 – REGIONAL EARLY ACTION PLANNING (REAP 2.0)

Objective

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

Total Budget: \$42,144				
Estimated Expenditures and Anticipated Revenues				
Staff Allocations and Funding Requirements	FY 2024/25			
	Expenditures		Revenue by Fund Source (\$)	
	Direct	Indirect	LTF	REAP 2.0 Funds
SRTA				
Personnel	\$ 10,431	\$ 31,063	\$ -	\$ 41,493
Services & Supplies	\$ 400		\$ -	\$ 400
Human Resources	\$ 250		\$ -	\$ 250
			\$ -	\$ -
Applicant Projects (TBD)	\$ -		\$ -	\$ -
			\$ -	\$ -
TOTAL:	\$ 11,081	\$ 31,063	\$ -	\$ 42,144
<i>*Toll Credits are shown for matching purposes only and are not considered revenue</i>				

Discussion

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

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

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

Prior Fiscal Year Work

Project development, outreach, development of call for projects, submittal of applications to HCD, and finalizing the related agreements with HCD and suballocations. Contract management, fiscal accounting, and reporting. Collaboration with HCD and subrecipients to handle budget adjustments and associated changes.

FY 2024/25 Work

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

Future / Ongoing Work

Contract management, fiscal accounting, and reporting

Objective

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

Total Budget: \$ 169,765

Estimated Expenditures and Anticipated Revenues

Staff Allocations and Funding Requirements	FY 2024/25		
	Expenditures		Revenue by Fund Source (\$)
SRTA	Direct	Indirect	LTF
Personnel	\$ 39,843	\$118,651	\$ 158,494
Services & Supplies	\$ 500		\$ 500
Human Resources	\$ 956		\$ 956
Consultant Services (Financial Audit)	\$ 4,815		\$ 4,815
Consultant Services (Triennial Audit) (none this FY)	\$ -		\$ -
Consultant Services (Technical/outreach toward TNA (Task #2))	\$ 5,000		\$ 5,000
TOTAL:	\$ 51,114	\$118,651	\$ 169,765

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 with federal law.

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

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

Prior Fiscal Year Work

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

FY 2024/25 Work

Task 1	TDA Administration	Responsible Entities	Schedule	Deliverable or Outcome
1.1	Prepare LTF and STA Findings of Apportionment	SRTA	Feb	Web link to staff reports and attachments
1.2	Review LTF and STA claims submitted by claimants, including associated technical assistance needed for adequate and proper reporting	SRTA	May – Jun	Staff report
1.3	Review statutes, rules, and regulations, and pending legislation pertinent to transit and transit funding.	SRTA	Ongoing	Conformance with state/federal statutes, rules, and regulations
1.4	Organize and support Social Services Transportation Advisory Council (SSTAC).	SRTA	July – Jun	SSTAC agendas, notes
1.5	Prepare audits as required under the TDA.	SRTA	Sept – Oct	Staff reports and audit documents
1.6	Engage independent auditor.	SRTA	Sept – Oct	RFP and contract
1.7	Prepare claims for Board of Directors approval.	SRTA	Jun	Staff report and attachments
1.8	Claim scheduling and payment.	SRTA	Jun	Payment instructions to County Treasurer
1.9	Perform TDA fund accounting.	SRTA	Monthly	Quarterly account reconciliation
Task 2	Annual Transit Needs Assessment			
2.1	Review prior year Transit Needs Assessment; solicit public input (comments, surveys, interviews, etc.); collect transit data and reports, perform farebox analysis, and conduct CTSA performance analysis; prepare data for inclusion in draft document, update tables, and information.	SRTA	Oct – April	Web link to staff reports and attachments
2.2	Receive, review, and summarize data from transit providers for the Transit Needs Assessment, including but not limited to: ridership information; service hours and route information; productivity improvements; and public/rider feedback received.	SRTA	Oct – April	Website link to draft TNA

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

Future / Ongoing Work

All of the above work is ongoing.

Objective

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

Total Budget: \$ 106,683			
Estimated Expenditures and Anticipated Revenues			
Staff Allocations and Funding Requirements	FY 2024/25		
	Expenditures		Revenue by Fund Source (\$)
SRTA	Direct	Indirect	LTF
Personnel	\$ 26,632	\$ 79,311	\$ 105,944
Services & Supplies	\$ 100		\$ 100
Human Resources	\$ 639		\$ 639
TOTAL:	\$ 27,372	\$ 79,311	\$ 106,683

Discussion

SRTA is the designated recipient and responsible administrator of Transportation Development Act (TDA) funds. SRTA provides general oversight to ensure the most effective, efficient, and transparent use of TDA funds. The city of Redding performs Redding Area Bus Authority (RABA) administration. The county of Shasta contracts with RABA to provide Burney Express service.

SRTA administers Consolidated Transportation Services Agency (CTSA) transportation, while Dignity Health Connected Living (DHCL - formerly Shasta Senior Nutrition Program) provides CTSA transportation services under agreement with SRTA. SRTA issued a new CTSA service agreement July 2017 to DHCL for up to five years, and exercised the option to renew the agreement for another five years through 2027. SRTA is responsible for updating CTSA policies and procedures.

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

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

Prior Fiscal Year Work

Provided funds to RABA for their administration of services. Provided oversight of funds provided to Dignity Health Connected Living (DHCL) for operation of the CTSA services, including review of monthly invoices. Worked with DHCL to develop budget for FY 2023/24. Prepared and executed CTSA ridership agreement between DHCL, RABA and SRTA in 2021. Extended SRTA/DHCL agreement for specialized transportation services. Weekly meetings with DHCL, with others included as needed.

FY 2024/25 Work

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

Future / Ongoing Work

All of the above work is ongoing.

801.01 – NORTH STATE SUPER REGION (NSSR)

Objective

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

Total Budget: \$ 20,324				
Estimated Expenditures and Anticipated Revenues				
Staff Allocations and Funding Requirements	FY 2024/25			
	Expenditures		Revenue by Fund Source (\$)	
SRTA	Direct	Indirect	NSSR	LTF
Personnel	\$ 4,891	\$ 14,566	\$ 12,176	\$ 7,281
Services & Supplies	\$ 750		\$ -	\$ 750
Human Resources	\$ 117		\$ 74	\$ 43
TOTAL:	\$ 5,759	\$ 14,566	\$ 12,250	\$ 8,074

Discussion

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

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

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

Prior Fiscal Year Work

NSSR meetings held; NSSR intranet website maintained; commented on legislative and other issues of potential impact to the North State; and provided letters of support for regional projects. Invoiced contributing agencies of the NSSR. Presentations from NSSR Town Hall (April 2023).

FY 2024/25 Work

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

Future / Ongoing Work

All of the above work is ongoing.

Objective

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

Total Budget: \$ 430,700				
Estimated Expenditures and Anticipated Revenues				
Staff Allocations and Funding Requirements	FY 2024/25			
	Expenditures		Revenue by Fund Source (\$)	
SRTA	Direct	Indirect	SB125	LTF
Personnel	\$ 32,659	\$ 97,258	\$ 129,916	\$ -
Services & Supplies	\$ -		\$ -	\$ -
Human Resources	\$ 784		\$ 784	\$ -
Consultant (TBD)	\$ 300,000		\$ 300,000	\$ -
TOTAL:	\$ 333,443	\$ 97,258	\$ 430,700	\$ -

Discussion

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

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

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

Prior Fiscal Year Work

Submitted a short-term financial plan with ridership recovery strategies and a 5-year operating funding forecast. Submitted initial list of projects for approval.

FY 2024/25 Work

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

Future / Ongoing Work

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

SB 125 Projects (Information Only)

SHASTA REGIONAL TRANSPORTATION AGENCY
Summary of Overall Work Program Funding Requirements

FY 2024/25 OVERALL WORK PROGRAM
Proposed for adoption April 25, 2024

Work Element	Description	FHWA PL	State Toll Credits*	FHWA PL FY 2023/24 Carryover	FTA 5303	LTF	PPM	North State Super Region	SB1 Formula / Competitive Funds	SHA Sustainable Communities Competitive FY 2021/22	Pit River Tribe* (info only)	SPR Grants FY 2021/22	5304 Sustainable Communities Competitive FY 2023/24	5304 Strategic Partnerships Transit FY 2021/22	REAP 2.0	SB 125 TIRCP/ZETCP	Total
		100.00%	11.47%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	
701	SYSTEM PLANNING	Note: Federal funding shown below includes toll credits. The 'State Toll Credits' column is shown for information purposes only and is not double counted in the 'Total by Fund Source' column to the far right.															
701.01	Regional Transportation Plan	\$ 72,402	\$ 31,555	\$ 202,707		\$ 142,421											\$ 417,529
701.03	Performance Measures	\$ 19,136	\$ 2,195	\$ -		\$ 15,126											\$ 34,262
701.09	Air Quality	\$ 13,548	\$ 1,554	\$ -		\$ 13,547											\$ 27,094
701.11	Regional Data	\$ 64,400	\$ 7,387	\$ -		\$ 112,827											\$ 177,227
701.16	SCS Dev & Sup (FY22/23 SB1) (Low-Stress Shasta)					\$ -	\$ 36,568		\$ 147,792								\$ 184,360
701.17	SCS Dev & Sup (FY23/24 SB1) (Reg. Transit Planning)					\$ 21,267			\$ 164,153								\$ 185,420
701.18	SCS Dev & Sup (FY24/25 SB1) (TBD)					\$ 21,863			\$ 168,750								\$ 190,613
	Subtotal Work Element 701	\$ 169,486	\$ 42,690	\$ 202,707	\$ -	\$ 327,051	\$ 36,568	\$ -	\$ 480,695	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,216,506
702	WORK PROGRAM AND ADMINISTRATION																
702.01	Transportation Improvement Programs (TIPS)	\$ 146,212	\$ 16,771	\$ -		\$ 117,292											\$ 263,504
702.02	Overall Work Program	\$ -	\$ 11,573	\$ 100,900		\$ 85,513											\$ 186,413
702.03	Grant Writing and Technical Assistance					\$ 31,017											\$ 31,017
	Subtotal Work Element 702	\$ 146,212	\$ 28,344	\$ 100,900	\$ -	\$ 233,822	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 480,934
703	NON-MOTORIZED PLANNING																
703.01	Active Transportation Planning	\$ 95,495	\$ 10,953	\$ -	\$ -	\$ 47,262											\$ 142,757
703.01(CS)	Complete Streets - 2.5 %	\$ 20,075	\$ -														\$ 20,075
703.07	Low-Stress Shasta Competitive						\$ 80,290		\$ 619,710								\$ 700,000
	Subtotal Work Element 703	\$ 115,570	\$ 10,953	\$ -	\$ -	\$ 47,262	\$ 80,290	\$ -	\$ 619,710	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 862,832
704	PUBLIC AND INTER-AGENCY PARTICIPATION																
704.01	Public Information & Participation	\$ 161,289	\$ 18,500	\$ -		\$ 167,418											\$ 328,707
	Subtotal Work Element 704	\$ 161,289	\$ 18,500	\$ -	\$ -	\$ 167,418	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 328,707
705	PLANNING TOOLS																
705.02	GIS Applications					\$ 101,689		\$ -									\$ 101,689
705.05	Travel Demand Model	\$ 63,127	\$ 7,241	\$ -		\$ 63,019											\$ 126,147
705.06	Shasta Regional Planning Dashboard						\$ 64,780						\$ 461,556				\$ 526,336
	Subtotal Work Element 705	\$ 63,127	\$ 7,241	\$ -	\$ -	\$ 164,708	\$ 64,780	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 461,556	\$ -	\$ -	\$ -	\$ 754,172
706	PUBLIC TRANSPORTATION PLANNING																
706.02	Public Transportation Planning and Coordination	\$ 58,291	\$ 17,603	\$ -	\$ 95,177	\$ 69,348		\$ -									\$ 222,815
	Subtotal Work Element 706	\$ 58,291	\$ 17,603	\$ -	\$ 95,177	\$ 69,348	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 222,815
707	SPECIAL PROJECTS																
707.01	Corridor Studies & Project Review					\$ 46,100											\$ 46,100
707.03	Alternative Fuels Vehicle Planning	\$ 89,031	\$ 10,212	\$ -		\$ 15,000											\$ 104,031
707.04	Goods & Freight Coordination and Planning		\$ -			\$ 18,686											\$ 18,686
707.09A	273 Northern Section Multimodal Corridor Plan						\$ 488,376					\$ 316,043					\$ 804,419
707.10	North State Intercity Bus to Rail Plan					\$ 140,650								\$ 224,616			\$ 365,267
707.11	Pit River Tribe Long-Range Transportation Plan					\$ -				\$ 129,327	\$ 19,299						\$ 148,626
707.12	Regional Early Action Planning (REAP) 2.0					\$ -									\$ 42,144	\$ -	\$ 42,144
	Total Work Element 707	\$ 89,031	\$ 10,212	\$ -	\$ -	\$ 220,436	\$ 488,376	\$ -	\$ -	\$ 129,327	\$ 19,299	\$ 316,043	\$ -	\$ 224,616	\$ 42,144	\$ -	\$ 1,529,272
708	TRANSPORTATION DEVELOPMENT ACT																
708.03	Transportation Development Act Management					\$ 169,765											\$ 169,765
708.04	Transit and CTSA Administration					\$ 106,683											\$ 106,683
	Subtotal Work Element 708	\$ -	\$ -	\$ -	\$ -	\$ 276,448	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 276,448
800	OTHER																
801.01	North State Super Region					\$ 8,074		\$ 12,250									\$ 20,324
801.02	SB 125 TIRCP/ZETCP Administration					\$ -										\$ 430,700	\$ 430,700
	Subtotal Work Element 800	\$ -	\$ -	\$ -	\$ -	\$ 8,074	\$ -	\$ 12,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 430,700	\$ 451,024
	Total of Budget by Fund Source	\$ 803,006	\$ 135,543	\$ 303,607	\$ 95,177	\$ 1,514,566	\$ 670,014	\$ 12,250	\$ 1,100,405	\$ 129,327	\$ 19,299	\$ 316,043	\$ 461,556	\$ 224,616	\$ 42,144	\$ 430,700	\$ 6,122,710

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

FY 2024/2025 FHWA and FTA Metropolitan Transportation Planning Process Self-Certification

In accordance with 23 CFR part 450, the California Department of Transportation and Shasta Regional Transportation Agency, 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

5/6/2024
Date

Caltrans District Approval Signature

Title

Date

APPENDIX B: FEDERAL FISCAL YEAR CERTIFICATIONS AND ASSURANCES FOR FEDERAL TRANSIT
ADMINISTRATION ASSISTANCE PROGRAMS

Certifications and Assurances

Fiscal Year 2024

**FEDERAL FISCAL YEAR 2024 CERTIFICATIONS AND ASSURANCES FOR FTA
ASSISTANCE PROGRAMS**

(Signature pages alternate to providing Certifications and Assurances in TrAMS.)

Name of Applicant: _____

The Applicant certifies to the applicable provisions of all categories: (*check here*) _____.

Or,

The Applicant certifies to the applicable provisions of the categories it has selected:

Category	Certification
01 Certifications and Assurances Required of Every Applicant	_____
02 Public Transportation Agency Safety Plans	_____
03 Tax Liability and Felony Convictions	_____
04 Lobbying	_____
05 Private Sector Protections	_____
06 Transit Asset Management Plan	_____
07 Rolling Stock Buy America Reviews and Bus Testing	_____
08 Urbanized Area Formula Grants Program	_____
09 Formula Grants for Rural Areas	_____
10 Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program	_____
11 Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs	_____

Shasta Regional Transportation Agency (MPO)

Certifications and Assurances

Fiscal Year 2024

- | | | |
|----|---|-------|
| 12 | Enhanced Mobility of Seniors and Individuals with Disabilities Programs | _____ |
| 13 | State of Good Repair Grants | _____ |
| 14 | Infrastructure Finance Programs | _____ |
| 15 | Alcohol and Controlled Substances Testing | _____ |
| 16 | Rail Safety Training and Oversight | _____ |
| 17 | Demand Responsive Service | _____ |
| 18 | Interest and Financing Costs | _____ |
| 19 | Cybersecurity Certification for Rail Rolling Stock and Operations | _____ |
| 20 | Tribal Transit Programs | _____ |
| 21 | Emergency Relief Program | _____ |

CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE

AFFIRMATION OF APPLICANT

Name of the Applicant: Shasta Regional Transportation Agency (MPO)

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 the federal fiscal year, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

The Certifications and Assurances the Applicant selects apply to each Award for which it now seeks, or may later seek federal assistance to be awarded by FTA during the federal fiscal year.

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

Certifications and Assurances

Fiscal Year 2024

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: 5/6/2024

Name Sean Tiedgen, AICP, Executive Director Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): Shasta Regional Transportation Agency (MPO)

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: 5/7/2024

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.

**Fiscal Year 2024/2025 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.

**CALIFORNIA DEPARTMENT OF TRANSPORTATION
DEBARMENT AND SUSPENSION CERTIFICATION
FISCAL YEAR 2024/2025**

SIGNATURE PAGE

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

Signature  Date 5/6/2024
Printed Name Sean Tiedgen

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 (Name of Applicant)
Signature  Date 5/7/2024
Printed Name of Applicant's Attorney John S. Kenny John S. Kenny

APPENDIX D: DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB
0348-0046

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure)

1. Type of Federal Action: a. contract <u>b</u> b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: a. bid/offer/application <u>b</u> b. initial award c. post-award	3. Report Type: a. initial filing <u>b</u> b. material change For material change only: Year _____ quarter _____ Date of last report _____
4. Name and Address of Reporting Entity: ____ Prime <u>X</u> Subawardee Tier _____, if Known: Congressional District, if known: District 1	5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: CA Department of Transportation 1120 N Street Sacramento, CA 95814 Congressional District, if known:	
6. Federal Department/Agency: Federal Transit Administration	7. Federal Program Name/Description: CFDA Number, if applicable: <u>20.505</u>	
8. Federal Action Number, if known:	9. Award Amount, if known: \$ CA CPG Allocation	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> n/a	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i> n/a	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature:  Print Name: <u>Sean Tiedgen</u> Title: <u>Executive Director</u> Telephone No.: <u>530-262-6190</u> Date: <u>5/1/2024</u>	
Federal Use Only	Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)	

APPENDIX E: CALTRANS DISTRICT 2 INFORMATIONAL ELEMENTS

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 2024/25.

CALTRANS DISTRICT 2 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 and Community Planning (ORCP).

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, FTA section 5303, and California SB1 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 ORCP the resolutions to unresolved/reoccurring issues in previous OWPs.
- Assist Planning Managers in the administration of FHWA Strategic Partnership Grants under the 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 ORCP 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 ORCP 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 ORCP and FHWA/FTA by their respective dates.
- Approve and send all additional OWP documentation, i.e., Amendments, Certifications and Assurances to ORCP 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 ORCP SRTA Year End Packages.

Products	Estimated Completion
Caltrans Work Elements for OWP Annual Update	March/April
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 though 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 District's corridor plans, special studies, project initiation documents, and programming functions. To support a comprehensive project identification, selection, and programming process.

Description

Provide coordination between Caltrans Planning, Programming, Operations and Design, and Asset Management, 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 Local 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 the newly enacted Federal Authorization – Infrastructure Investment and Jobs Act (IIJA)
- Implementation of Federal Initiatives (e.g. Carbon Reduction Program, PROTECT, Active Transportation Infrastructure Investments Program, 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 to safety, maintenance, traffic operations and more that impact users of state transportation facilities are identified and mitigated to the maximum extent feasible; achieve Caltrans Strategic Management Plan goals of increasing non-auto mode transportation shares by increasing investment in our bicycle and pedestrian travel network, as well as rail and transit, leveraging new technologies to develop a more seamless multimodal system, and creating greater access for historically underserved communities. While we have made great strides to advance complete streets, we must continue to do our part to reduce the environmental impact of our system by reducing greenhouse gas emissions from our local development projects. The LDR program 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 Review is a mandated ongoing collaboration between public and private stakeholders associated with local development. Accordingly, LDR ensures that the local land use planning process results in a variety of transportation choices, especially transit, walking and bicycling. LDR 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. LDR 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

LDR 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. LDR 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. LDR 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

- LDR 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 Traveled, 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, LDR professionals collaborate on traffic analysis through early consultation, including support for establishing multimodal and regional impact fees.
- Leverage LDR 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.
- Pro-actively work 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 through the OWP process.	N/A

Objectives

To encourage alternative modes of transportation on the State Highway System and 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 AB 32, 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 Mobility Hub program. Internally work with other functional units to ensure transit/rail/mobility hub accommodations are included in Caltrans plans and projects. The District Transit Representative also collaborates with the DOTP Office of Transit Planning 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 DOTP 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 DOTP staff collecting transit procurement forms, Disadvantaged Business Enterprise semi-annual reports, etc.
- Conduct compliance monitoring, including third party operating agreement and procurement reviews.
- Distribute DOTP 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.	N/A

APPENDIX F: LIST OF FREQUENTLY USED ACRONYMS

CalSTA – California State Transportation Agency. is the state cabinet-level agency focused solely on addressing the state's transportation agency. Created in 2013 as part of then-Governor Brown's government reorganization plan, the agency is home to the California Transportation Commission (CTC), Caltrans, the Office of Traffic Safety, and other entities related to transportation.

Caltrans – California Department of Transportation. is part of the state cabinet-level California State Transportation Agency (CalSTA). 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.

CPG – Consolidated Planning Grant. The Office of Regional Planning, located within Caltrans, is responsible (among other things) for administering CPG funds, which are federal funds distributed to the states on an apportionment method. These funds include FHWA Metropolitan Planning (FHWA PL) Funds, FTA Metropolitan Planning Section 5303 (FTA 5303) Funds, FHWA State Planning and Research (SPR) Part I - Strategic Partnerships Funds, and FTA State Planning and Research 5304 Sustainable Communities Grants Funds.

CTC – California Transportation Commission. The 13-member California Transportation Commission is responsible for programming and allocating funds for the construction of highway, passenger rail, transit, and active transportation improvements throughout California. The Commission also advises and assists the Secretary of the California State Transportation Agency and the Legislature in formulating and evaluating state policies and plans for California's transportation programs.

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 for the planning and 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.

