



OVERALL WORK PROGRAM FOR THE SHASTA REGIONAL TRANSPORTATION AGENCY

Fiscal Year 2019-2021

Adopted April 23, 2019

Administrative Correction 8/28/19

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RESOLUTION



RESOLUTION NUMBER:	19-06
SUBJECT:	Adoption of the Fiscal Year 2019 through 2021 Comprehensive Budget and Overall Work Program

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

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

WHEREAS, SRTA developed the Fiscal Year (FY) 2019 through 2021 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; and

WHEREAS, SRTA has prepared the FY 2019 through 2021 comprehensive agency budget, which is inclusive of planning (OWP) and non-planning activities, such as SRTA property; capital funds for local agency streets and roads projects; active transportation projects; and transit operations.

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

1. Approves and adopts the FY 2019 through 2021 SRTA comprehensive budget, including the FY 2019/20 budget of \$24,595,548;
2. Approves and adopts the FY 2019 through 2021 Overall Work Program, including the FY 2019/20 OWP budget of \$2,645,338;
3. Authorizes the executive director to make minor administrative changes and corrections as needed in response to further comments provided by approving agencies.
4. Authorizes the executive director to sign annual certifications and assurances that all funding program requirements have been met; and
5. Authorizes the chair to sign the 2019 Indirect Cost Allocation Plan/Indirect Cost Rate Proposal (ICAP/ICRP) Submission Certification.

PASSED AND ADOPTED this 23rd day of April 2019, by the Shasta Regional Transportation Agency.



Kristen Schreder, Chair
Shasta Regional Transportation Agency

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PROSPECTUS

ABOUT SRTA

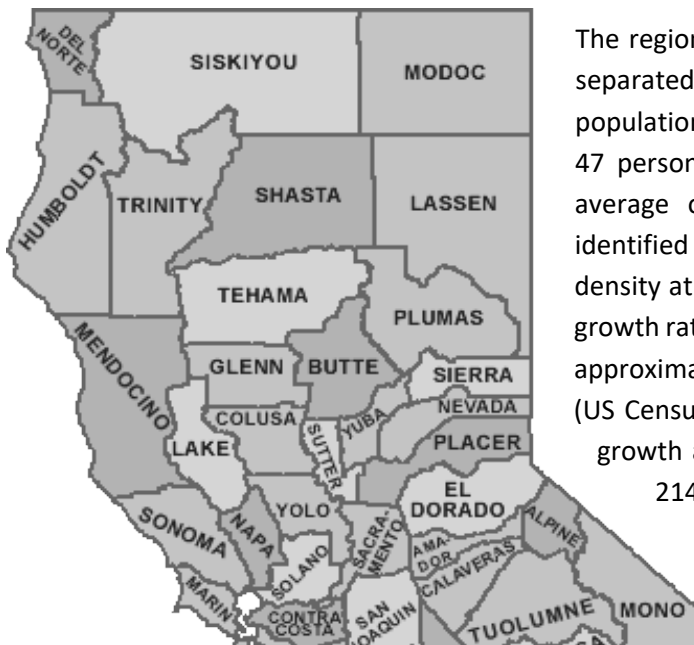
As the federally-designated Metropolitan Planning Organization (MPO) for Shasta County, the Shasta Regional Transportation Agency (SRTA) is responsible for coordinated transportation planning, programming of transportation funding, and the development and implementation of transportation policy for the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

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



THE REGION

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



The region is largely rural in character and geographically separated from other California metropolitan regions. Its population is one of the most dispersed in the state, having 47 persons per square mile compared to the statewide average of 239. Of California's 57 Urbanized Areas identified in the 2010 Census, Redding has the lowest density at 2,002 persons per square mile. Average annual growth rate for Shasta County between 2000 and 2010 was approximately 0.9%, falling to <0.3% in more recent years (US Census Bureau). Population forecasts estimate future growth at a rate of 0.8% per year, with a population of 214,364 persons for the Shasta County region by year 2035 (2018 Regional Transportation Plan for Shasta County, October 2018).

ORGANIZATIONAL STRUCTURE

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

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

A memorandum of understanding (MOU) between the county of Shasta, Caltrans, Redding Area Bus Authority (RABA), and the cities of Anderson, Redding, and Shasta Lake was established. The MOU outlines legal foundations and responsibilities for the planning and programming of transportation funding; establishes the agency's organizational structure; and defines general funding processes. The MOU is reviewed and revised periodically to incorporate statutory changes. A master fund transfer agreement is required that sets forth terms and conditions for spending federal transportation planning funds. On July 1, 2012, SRTA became an independent agency, no longer under the county of Shasta. Since this time, the agency's various policies have been revisited and updated as appropriate to reflect independent agency status.

PURPOSE OF THE OVERALL WORK PROGRAM

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

The OWP serves the following functions:

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

The OWP is comprised of the following components:

1. **Section 1: Regional Transportation Planning Process** - Describes regional transportation planning responsibilities, priorities, and methods.
2. **Section 2: Consistency with Federal and State Transportation Planning** – Describes how the regional transportation planning process aligns with federal and state funding priorities.
3. **Section 3: Fiscal Year 2019/20 Regional Priorities** – Outlines current year challenges and opportunities that the work program aims to address.
4. **Section 4: Fiscal Years 2019 through 2021 Budget and Work Program** – Describes the agencies revenues, expenditures, and work program divided into work elements.

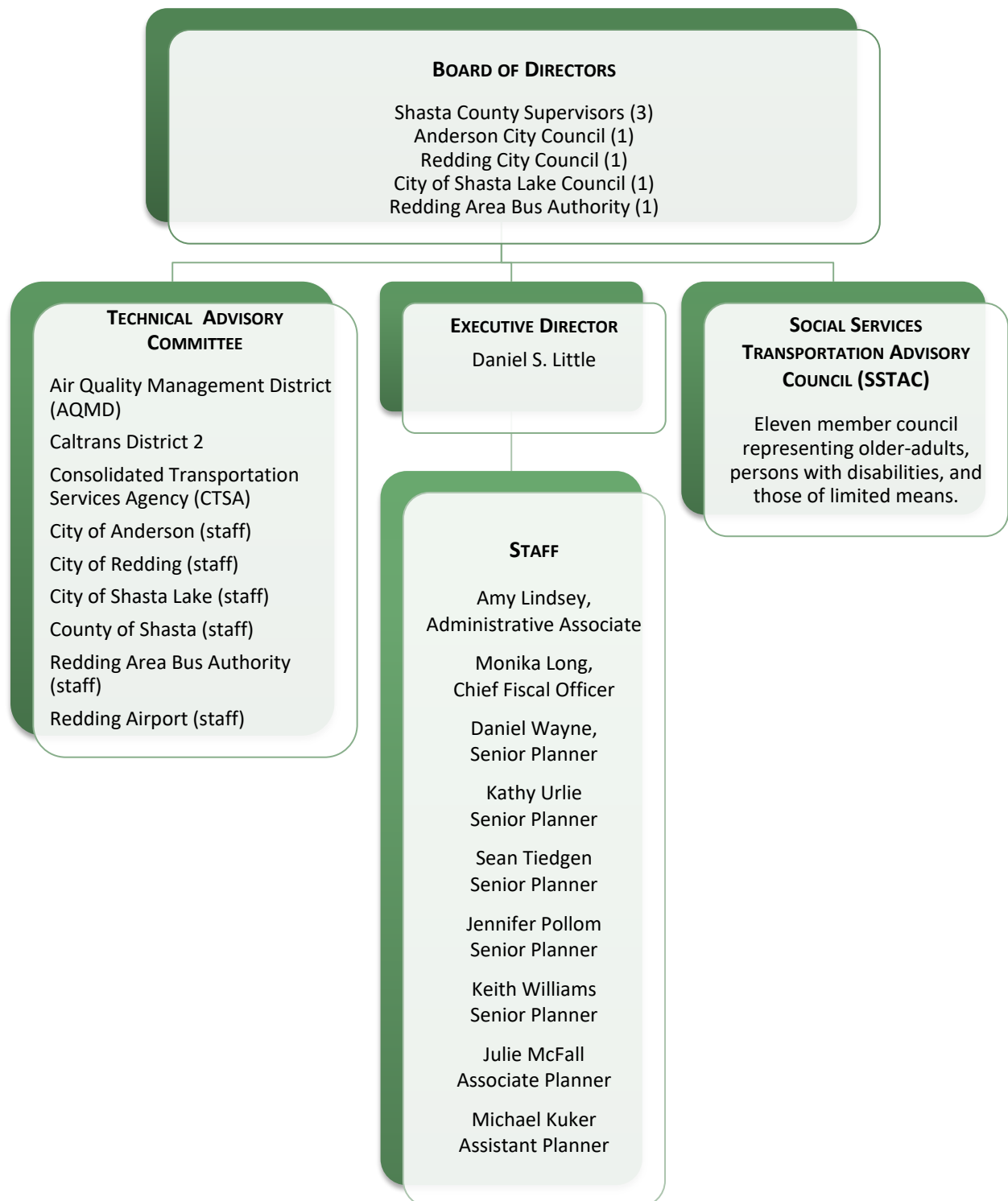
The planning budget in this OWP represents staff hours, consultant services, fixed-assets, and supplies necessary to accomplish work tasks and products. Indirect costs, including some administrative expenses, are accounted for in the agency's Indirect Cost Allocation Plan (ICAP). To ensure planning activities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

MANAGEMENT OF THE OVERALL WORK PROGRAM

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

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

ORGANIZATIONAL CHART



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SRTA TASK DISBURSEMENT & CONTACT INFORMATION

SHASTA REGIONAL TRANSPORTATION AGENCY STAFF ASSIGNMENTS	
LEAD STAFF	AREA OF RESPONSIBILITY (Backup Staff)
Dan Little Executive Director 262-6191 dlittle@srta.ca.gov -	Overall Management of All Work Products
	Human Resources and Staff Development
	Policy and Administration
	Local, State and Federal Agency Liason
	I-5 Project Implimentation
	Manage Board of Directors and Technical Advisory Committee Meetings
	Capital, Operating and Planning Investment Strategies
	Regional and State Transportation Improvement Program
Amy Lindsey Administrative Associate 262-6196 alindsey@srta.ca.gov -	Administration (Dan L.)
	Board Meetings, Staff Reports (Dan L.)
	SRTA Website Updates (Dan W.)
	Facility Liaison (Michael)
	Risk Management/Insurance (Monika, Dan L.)
	Benefits Administrator (Monika)
Monika Long Chief Fiscal Officer 262-6193 mlong@srta.ca.gov -	Fiscal/Accounting (Dan L.)
	Finance Committee (Dan L.)
	Financial Reporting to BOD (Dan L.)
	Audits (Dan L.)
	Payroll (Amy)
	PPM Allocations and Reporting (Dan W.)
	Fiscal and Human Resources Policies (Dan L. and Sean)
	Indirect Cost Allocation Plan (Dan W.)
	Transportation Development Act and Public Transit Compliance (Dan L.)
	Bill Pay (Jenn)
	Procurment Administration and Policy (Kathy)
	SRTA Grant Administration (Kathy)
Jenn Pollom Senior Planner 262-6195 jpollom@srta.ca.gov -	Intercity Bus Grants - Business Plan Implimentation (Dan L.)
	CFO Backup
	GIS Technical Support and Training (Julie)
Sean Tiedgen Senior Planner 262-6185 stiedgen@srta.ca.gov -	Mid-Manager Rotation Duties
	Regional Modeling Tools (Michael)
	"Micro" Transit Studies SSNP and Shasta Lake (Dan L.)
	Draft Board of Directors and Technical Advisory Committee Materials
Keith Williams Senior Planner 262-6192 kwilliams@srta.ca.gov -	GoShasta Plan Follow-up (Dan W.)
	Sustainable Shasta Study (Jenn)
	Active Transportation Program Support (Dan W.)
	Salmon Runner Public Information (Jenn)

SHASTA REGIONAL TRANSPORTATION AGENCY STAFF ASSIGNMENTS (PAGE 2)	
LEAD STAFF	AREA OF RESPONSIBILITY (Backup Staff)
Kathy Urlie Senior Planner 262-6194 kurlie@srta.ca.gov	Subrecipient Cooperative Agreements (Monika/Sean)
	Tribal Governments Liaison (Dan L.)
	Shasta Coordinated Transportation Plan Implimentation (Julie)
	CTSA Administration (Monika)
	Need A Ride Brochure Update (Julie)
	Social Services Transportation Advisory Council (Julie)
	Transit Needs Assessment and Transit Planning Not Otherwise Specified (Dan W. and Julie)
	Procurement Quality Control (Michael)
	RSTP (Monika)
	Federal Transportation Improvement Program (Keith)
Daniel Wayne Senior Planner 262-6186 dwayne@srta.ca.gov	AHSC Grants (Dan L.)
	Long and Short Range Transit Plan (Kathy)
	SRTA Non-Motorized Program (Julie)
	Freight Planning (Julie)
	Regional Transportation Plan (All)
	Alternative Fuel Vehicles and Other GHG Technology (Julie)
	Highway Performance Monitoring System Reporting (Sean)
	Overall Work Program (Monika and Keith)
	Update SRTA Website (Sean)
	Performance Measure Reporting and Monitoring (Sean)
	Intelligent Transportation Systems Project Studies and Plans (Michael)
Julie McFall Associate Planner 262-6188 jmcfall@srta.ca.gov	North State Super Region (Jenn and Dan L.)
	Air Quality Monitoring (Dan L.)
	Beach Bus (Dan L.)
	Census Tracking, Reporting, Dissemination (Michael)
	Geographic Information Systems Applications (Jenn)
	Federal Transit Administration Grants (FTA, LCTOP, TIRCP, Etc) (Jenn and Sean)
	Far Northern California GIS Group (Michael)
	DHCL Procurement (Sean)
	SRTA Overview Update (Dan W.)
	California Environmental Quality Act/Development Review (Dan L.)
	Highway/Interstate Grants (Kathy)
Michael Kuker Assistant Planner 262-6104 mkuker@srta.ca.gov	Passenger Rail Planning (Jenn)
	Caltrans Sustainable Communities Grant (Sean)
	SRTA Building Improvement Projects (Sean and Amy)
	Information Technologyk Liaison (Sean)
	SRTA Website Maintenance (Amy)
	Healthy Shastas Liaison (Jenn)
	Maintain Social Media (Keith)
	Disadvantagefd Business Enterprise Program (Kathy)
	Public Participation and Title IV Plan (Dan W.)
	Staff Meetings
	Big Data Informatiuon Management (Julie)

SECTION 1 – REGIONAL TRANSPORTATION PLANNING PROCESS

STATE AND FEDERAL PLANNING RESPONSIBILITIES

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

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

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

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

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

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

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

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

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

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

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

Additionally, the metropolitan planning process must:

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

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

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

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

Estimated available funding is derived from the prior year's actual revenues with consideration for any large-scale regional projects during the OWP planning period (July 1 through June 30). Regional funding priorities are outlined in SRTA 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.

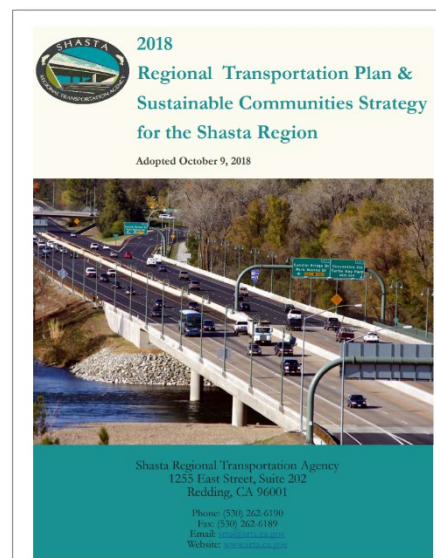
SRTA acknowledges that its efforts are intertwined with regional prosperity, environmental quality, community health and well-being, and various other elements that collectively define quality of life, and will use regional transportation planning, policy-making, and project programming to lead the development 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.”

¹ 2018 Regional Transportation Plan for Shasta County: <https://www.srta.ca.gov/300/2018-RTP>

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

Regional Transportation Plan (RTP)

The RTP is a long-range transportation plan covering at least twenty years and including all transportation modes in Shasta County. The RTP is based on federal and state transportation laws 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 2018 RTP was adopted on October 9, 2018. The RTP is updated every 4 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 (ARB) is charged with establishing regional targets for per capita greenhouse gas emissions for California's 18 designated metropolitan planning areas. Metropolitan Planning Organizations for these regions are responsible for preparing a Sustainable Communities Strategy (SCS) aimed at reducing vehicle miles traveled and associated emissions via improved coordination between land use and transportation. The SCS is an integral part of the RTP.

Regional Blueprint Program

Regional Blueprints are developed through a collaborative planning process that engages citizens in articulating a vision for the region's long-term future. The regional vision is developed from

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

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 adopted the Shasta Coordinated Transportation Plan (SCTP) on February 27, 2017. 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.

PLANNING TOOLS

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

Regional Travel Demand Model (TDM)

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

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

Geographic Information Systems (GIS)

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

coordinated regional planning. Integration of aerial imagery and ‘Light Detection and Ranging’ (LiDAR) technology further facilitate information sharing and decision-making processes. SRTA is working to make technical data and analysis accessible, understandable, and relevant via the FarNorCalGIS regional platform and online portal (www.FarNorCalGIS.org) for map and data viewing.

Vehicle Emissions Modeling & Air Quality Monitoring

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

TRANSPORTATION PROGRAMMING

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

Federal Transportation Improvement Program (FTIP)

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

State Transportation Improvement Program (STIP)

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

Regional Transportation Improvement Program (RTIP)

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

Overall Work Program (OWP)

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

PUBLIC PARTICIPATION AND INTERAGENCY COMMUNICATION

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

Public Participation and Inter-Governmental Consultation

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

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

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

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

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

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

Consultation with Tribal Governments

Shasta County has two federally recognized tribal governments within its boundaries: the Redding Rancheria and the Pit River Tribe. Each tribe's transportation plan is reviewed and incorporated into RTP updates. In consultation with the two tribes 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 2016 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 2016 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 Inter-Jurisdictional Coordination

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

Recent projects such as the 2018 RTP (including Sustainable Communities Strategy pursuant to Senate Bill 375), South Redding Six Lane, Shasta*FORWARD*>> Regional Blueprint, Google Transit, 211Shasta, and the FarNorCalGIS regional mapping and data platform have included participation of local regional planning agencies, city councils, county supervisors, city managers, county administrative officers, tribal governments and federal land management agencies within Shasta and other counties in California’s north state.

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



SYSTEM MANAGEMENT AND OPERATIONS

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

Intelligent Transportation Systems (ITS)

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

Coordination of Public Transportation

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

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

Each year, SRTA performs a Transit Needs Assessment consistent with California's Transit Development Act (TDA) and produces an Unmet Transit Needs report. SRTA also disburses TDA funds to eligible claimants for eligible transportation uses within the region. In addition to these activities, SRTA recently assumed a greater role in public transportation planning and coordination. In December 2014, SRTA completed a Coordination of Consolidated Transportation Service Agency (CTSA) Services

Study, addressing transportation services between transit providers and those that operate safety-net transit services for elderly and disabled individuals who are generally outside of the Redding Area Bus Authority (RABA) service area. Activities and performance measures were identified to improve transit provider communication, cooperation, coordination, and consolidation. In October 2014, SRTA completed a Transit Technology Plan to investigate the potential of transit technology to improve the collection of transit data, the volume, diversity, and quality of transit data, and the ultimate delivery of public transit services.



Where voids in transit services have been consistently identified without a solution, SRTA is in process of initiating new 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.



Starting in FY 2018/19 SRTA moved in a new direction for data collection by focusing on more regional coordination of various activities. This effort will help to ensure consistency among data products and timely response to federal/state data inquiries including HPMS and performance measures reporting.

SECTION 2 – CONSISTENCY WITH FEDERAL & STATE TRANSPORTATION PLANNING

CALIFORNIA PLANNING EMPHASIS AREAS

FHWA develops California Planning Emphasis Areas (PEAs) each year to promote priority areas for consideration in transportation planning and integration into the OWP specifically for California MPOs. While there are no California Planning Emphasis Areas for the fiscal year, the FHWA California Division and Federal Transit Administration (FTA) Region IX continue to support the following prior-year emphasis areas for California's Metropolitan Planning Organizations:

1. **Core Planning Functions** – MPOs are reminded that their Overall Work Programs (OWP) must identify the Core Planning Functions and what work will be done during the program year to advance those functions. The FHWA and FTA request that all MPOs review the OWP development process to ensure all activities and products mandated by the metropolitan planning regulations are a priority for FHWA and FTA combined planning grant funding available to the region. The Core Functions are found in 23 CFR 450, Subpart C, and typically include:
 - Overall Work Program (Work Element 702.02);
 - Public Participation and Education (Work Element 704.01);
 - Regional Transportation Plan (Work Element 701.01); and
 - Federal Transportation Improvement Program (Work Element 702.01).

SRTA has developed the OWP to address the core planning functions. Each work element describes previous accomplishments, indicates product(s) to be delivered, provides a timeline, and indicates the responsible agency that would complete the work and how the work is to be financed. A table on page 23 indicates the nexus of each work element to the California PEAs.

2. **Performance Management** – As directed by federal law, states and metropolitan regions have transitioned to performance-driven, outcome-based transportation planning and programming. Through a series of rulemakings, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) established national performance measures for safety, infrastructure condition, and system performance. States and metropolitan regions must develop and adopt numerical performance targets that support these federal policy priorities. SRTA has elected to adopt the following statewide targets developed by Caltrans.
 - Safety – 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% of all collisions in the region occur on state highways. On average, the region accounts for 1% of statewide fatalities and serious injuries and 0.5% of statewide non-motorized fatalities and serious injuries. The region has 0.5% of the state population and 0.6% of statewide vehicle miles traveled.

Performance Target	5-Year Rolling Average Target (annual)	Percent Reduction (compared to 2017)
Number of Fatalities	3,590.8	-7.69%
Fatalities per 100 million VMT	1.029	-7.69%
Number of Serious Injuries	12,823.4	-1.5%
Serious Injuries per 100 million VMT	3.831	-1.5%
Number of Non-motorized Fatalities and Serious Injuries	4,271.1	-10%

- **Pavement and Bridge Condition** – Caltrans has adopted 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 Targets				
Pavement and Bridge Performance Measures	2-Year NHS Targets		4-Year NHS Targets	
	(1/1/2018 - 12/31/2019)		(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** – Caltrans has 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.

Performance Measure	2017 Baseline Data	2-year Target	4-year Target
Percent of Reliable Person-Miles Traveled on the Interstate ¹	64.6%	65.1% (+0.5%)	65.6% (+1%)
Percent of Reliable Person-Miles Traveled on the Non-Interstate NHS ¹	73.0%	N/A	74.0% (+1%)
Percentage of Interstate System Mileage Providing Reliable Truck Travel Time (Truck Travel Time Reliability Index) ¹	1.69	1.68 (-0.01)	1.67 (-0.02)

3. **State of Good Repair** – The federal transportation bills MAP-21 and the FAST Act emphasize restoring and replacing aging transportation infrastructure to bring all systems into a state of good repair. MPOs have several new requirements, including:

- Evaluate their transportation system to assess the capital investment needed to maintain a state of good repair;
- Coordinate with transit providers in their region to incorporate Transit Asset Management (TAM) Plans prepared by the transit providers into the RTP; and
- Include analysis of state of good repair needs and investments as part of the RTP update.

SRTA collects data and allocates funding as appropriate to ensure the longevity of existing transportation systems (WE 701.11, Transportation Data Collection and Reporting) and encourages local agencies to participate in the biennial California Statewide Local Streets and Roads Needs Assessment. The 2018 RTP (Work Element 701.01) includes a review of the state of good repair for the region's transportation system and ITS infrastructure. RABA and the county of Shasta adopted a Transit Asset Management Plan in 2018.

**Fiscal Year 2019/20 Overall Work Program
Nexus to California Planning Emphasis Areas**

(Provided for information only as there are no California Planning Emphasis Areas for 2019/20)

Work Elements		Core Planning Functions	Performance Management	State of Good Repair
701.01	Regional Transportation Plan	X	X	X
701.03	Performance Measures	X	X	X
701.09	Air Quality		X	X
701.11	Regional Data Collection & Reporting	X	X	X
701.12	SB1 2018/19 Formula (LRTP)		X	X
701.13	SB1 2019/20 Formula (SCS Dev & Support)		X	X
702.01	Transportation Improvement Programs (TIPS)	X	X	X
702.02	Overall Work Program	X	X	X
702.03	Grant Writing and Technical Assistance		X	X
703.01	Active Transportation Planning		X	X
703.05	Sustainable Shasta		X	X
704.01	Public Information & Participation	X		
705.02	GIS Applications		X	X
705.05	Travel Demand Model	X	X	X
706.02	Public Transportation Planning & Coordination		X	X
706.06	Greenhouse Gas Reduction Fund Programs		X	X
706.08	Sunday Transit Services Demonstration Project		X	X
706.09	North State Intercity Bus Admin & Operations		X	X
707.01	Corridor Studies and Project Review		X	X
707.03	Alternative Fuels Vehicle Planning		X	X
707.04	Goods & Freight Coordination & Planning		X	X
707.08	ShastaReady Adaptation Planning		X	X
708.03	Transportation Development Act Management			X
708.04	Transit and CTSA Administration			X
801.01	North State Super Region			X

FEDERAL PLANNING EMPHASIS AREAS & FEDERAL PLANNING FACTORS

The National PEAs are typically published in the Federal Register toward the end of the calendar year; however, no Federal Planning Emphasis Areas have been published for Federal Fiscal Year 2019/20. It is anticipated that the new federal priorities and factors will be available in the future.

Federal Planning Factors are revised or reinstated with new reauthorization of the federal transportation bill and must be integrated into the OWP. The ten planning factors for metropolitan and statewide planning, and their relationship to the region's FY 2019/20 OWP, are illustrated in the following table.

**Fiscal Year 2019/20 Overall Work Program
Nexus to Federal Planning Factors**

FY 2018/19 OWP Work Element

Federal Planning Factor	701.01	701.03	701.09	701.11	701.12	701.13	702.01	702.02	702.03	703.01	703.05	704.01	705.02	705.05	706.02	706.06	707.01	707.03	707.04	707.08	708.03	708.04	801.01
1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		X	X	X	X	X
2. Increase the safety of the transportation system for motorized and non-motorized users.	X			X	X	X	X	X	X	X	X	X		X			X		X	X	X	X	X
3. Increase the security of the transportation system for motorized and non-motorized users	X		X	X	X	X	X	X				X		X					X			X	X
4. Increase the accessibility and mobility of people and for freight	X	X	X	X	X	X	X	X	X	X	X	X		X	X	X	X		X	X	X	X	X
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.	X		X	X	X	X	X	X	X	X	X	X	X	X	X	X		X	X	X	X	X	X
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.	X		X	X	X	X	X	X	X	X	X	X	X	X	X	X		X	X	X	X	X	X
7. Promote efficient system management and operation	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
8. Emphasize the preservation of the existing transportation system.	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater and reduce or mitigate stormwater impacts of surface transportation.	X	X		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
10. Enhance travel and tourism.	X			X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

INFORMATION ELEMENT – CALTRANS DISTRICT 2

SRTA and Caltrans District 2 share information and partner on a variety of transportation planning activities in the Shasta region. Below are descriptions of the activities anticipated by Caltrans District 2 in Shasta County for FY 2019/20.

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 Planning (ORP).

DESCRIPTION

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

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

PREVIOUS AND ONGOING RELATED WORK

Monitor development and progress of the OWP Planning activities

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

TASKS

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

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

Products	Estimated Completion
Caltrans Work Elements for OWP Annual Update	March/April 2020
Progress reports on Caltrans OWP Activities	Quarterly
Reimbursement of CPG funds	Quarterly
Participation at policy level meetings	As needed
Amendment approval	As needed
Closeout Package for Discretionary funds	As needed

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

OBJECTIVE

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

DESCRIPTION

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

PREVIOUS AND ONGOING RELATED WORK

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

TASKS

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

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

OBJECTIVE

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

DESCRIPTION

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

PREVIOUS AND ONGOING RELATED WORK

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

TASKS

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

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

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

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

OBJECTIVE

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

DESCRIPTION

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

TASKS

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

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

SECTION 3 – FY 2019/20 REGIONAL PRIORITIES

The OWP seeks to balance a wide range of needs and responsibilities. Each year, however, there are several stand-out needs and/or policy directions relevant to current issues and challenges. A primary focus is implementation of the 2018 RTP. The following regional priorities have been identified for FY 2019/20.

1. Public Information and Engagement

- Continue public outreach, focused on public transportation services and transportation funding.
- Refresh SRTA website.
- Administer public survey regarding mobility needs, including targeted outreach to identified disadvantaged communities.
- Update Public Participation and Title VI Plan.
- Provide ready-to-publish information to member agencies on transportation projects with a regional funding component, for use in local public outreach efforts.

2. Incentives for partnerships that help implement Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS)

- Based on lessons learned from previous support efforts (e.g. infill and redevelopment incentives, technical assistance, matching funds, etc.), identify and develop new initiatives that would increase interagency and public-private partnerships needed to achieve RTP/SCS goals.

3. Performance Measures

- Develop a regional performance-based planning and programming policy that identifies specific outcomes and quantifiable performance metrics; establishes performance goals; and lays out a process for the integration of performance measures into the regional decision-making process, including the allocation of regional funds.
- Restructure regional travel data program to support compliance with federal Performance-Based Planning and Programming and reporting to the California Air Resources Board on SB 375 progress (California's Sustainable Communities and Climate Protection Act).

4. Active Transportation

- Prepare projects selected by the SRTA Board of Directors to receive future Regional Non-Motorized Program funding for Active Transportation Program and other capital grant funding opportunities.
- Develop a GoShasta active transportation trunk line model corridor, such as Turtle Bay to Downtown Redding and Downtown Redding to South Redding.
- Identify and development future phases of active transportation trunk lines based on network concept presented in the GoShasta Regional Active Transportation Plan.
- Collect active transportation data in targeted areas needed for project level planning and to measure the before and after impact of projects and programs.
- Provide assistance for the continuation of regionwide active transportation facility mapping.

5. Freight

- Invite regional freight stakeholders to identify and discuss transportation-related obstacles to interregional and intraregional goods movement and economic activity.

6. Alternative Fuels Infrastructure

- Identify and pursue opportunities to accelerate the deployment of electric and hydrogen fueling infrastructure within the Shasta Region and along interregional travel corridors, focusing on benefits to public transportation operators, freight operators, and the traveling public.

7. Public Transportation

- Implement on-demand Sunday transit pilot project.
- Develop a long-range transit plan.
- Follow through with intercity bus and coordinate with passenger air and rail services.
- Implement city of Shasta Lake on-demand transit pilot project.
- Consolidate and better coordinate Federal Transportation Administration (FTA) fund sources for more efficient spending and tracking and to avoid lapsed funds.

8. Interstate 5

- Complete funding for environmental phase of the North Redding Six-Lane project.

9. Climate adaptation

- If awarded grant funds, develop a climate adaptation plan that addresses regional vulnerabilities and transportation-related adaptation strategies, including operational improvements, evacuation routes, and detour routes.

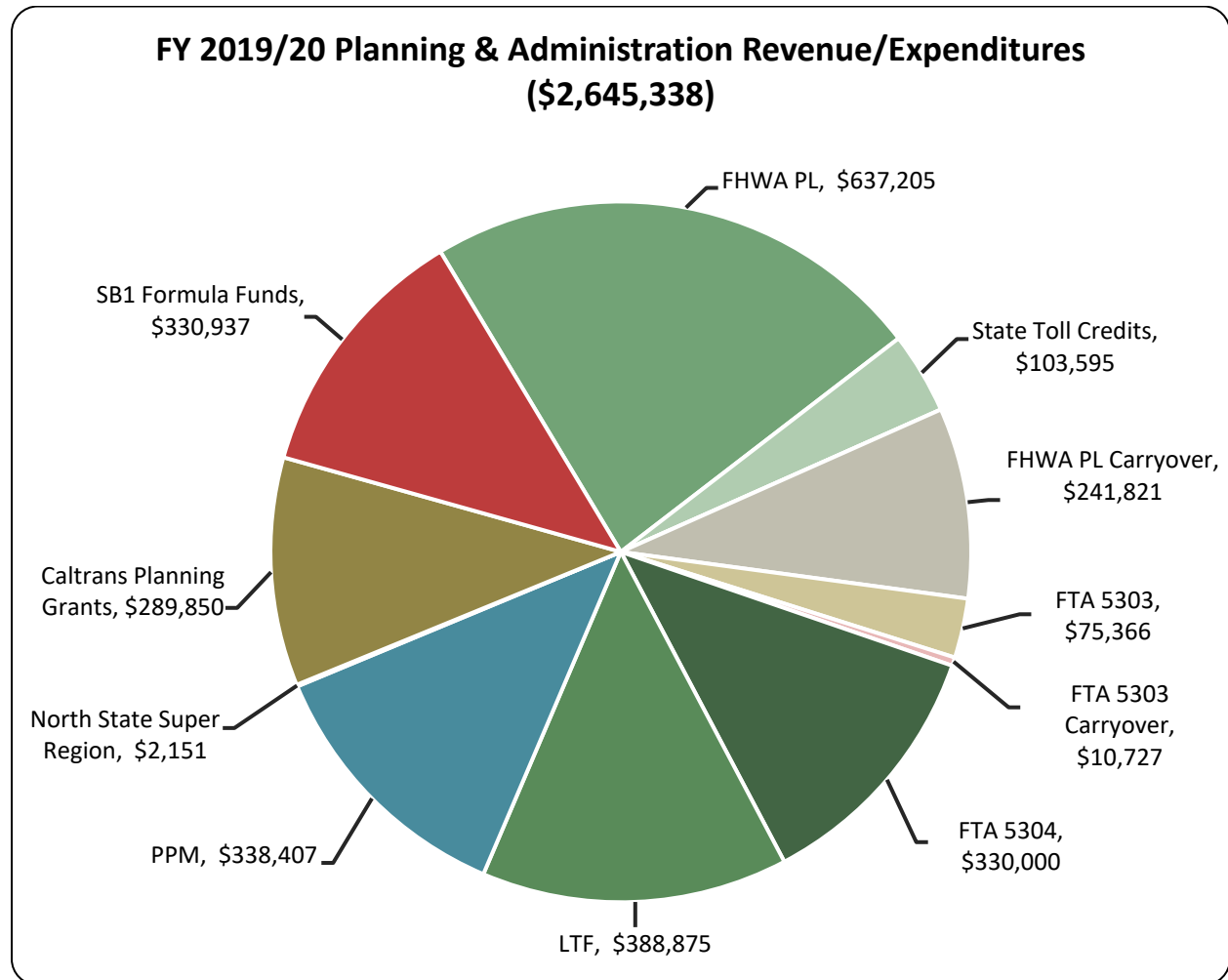
10. Develop and test prospective GHG emission reduction strategies in preparation for 2022 RTP-SCS

- Identify a range of new greenhouse gas (GHG) emission reduction strategies and assess potential benefits (GHG, economic development, mobility, etc.) for consideration during development of the 2022 RTP-SCS.

SECTION 4 – BUDGET AND WORK PROGRAM

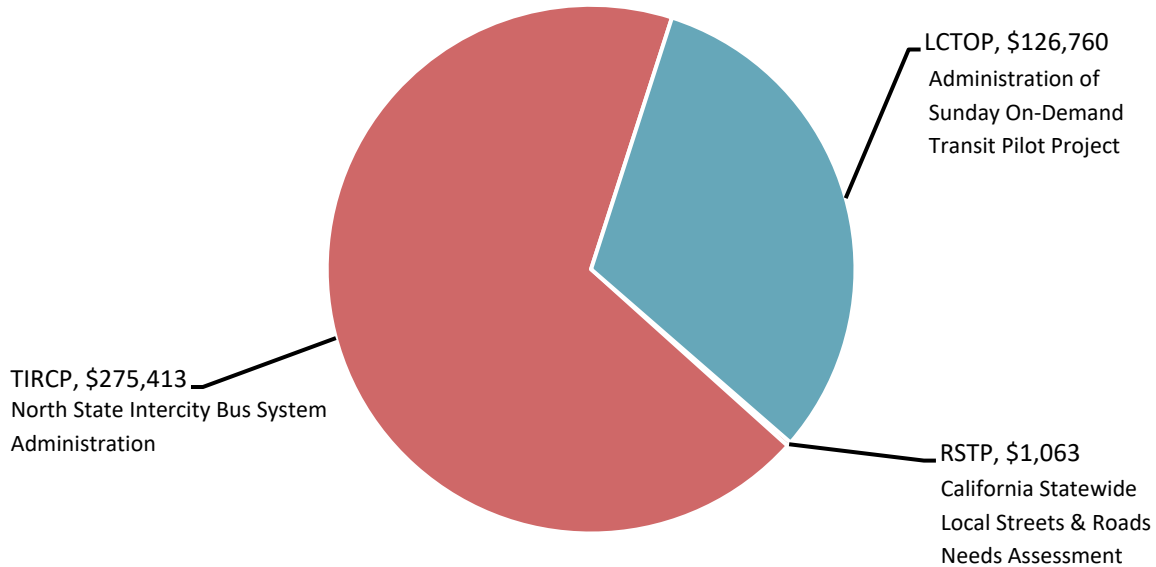
FY 2019/21 BUDGET

The following revenue and expenditures summary charts provide an overview of SRTA's finances broken down by 1) SRTA planning and administration; 2) Non-OWP SRTA Projects; 3) capital infrastructure, transit operations, and overhead; and 4) comprehensive budget reflecting all of these budget areas combined. Additional detail is provided in the individual work element worksheets that follow.

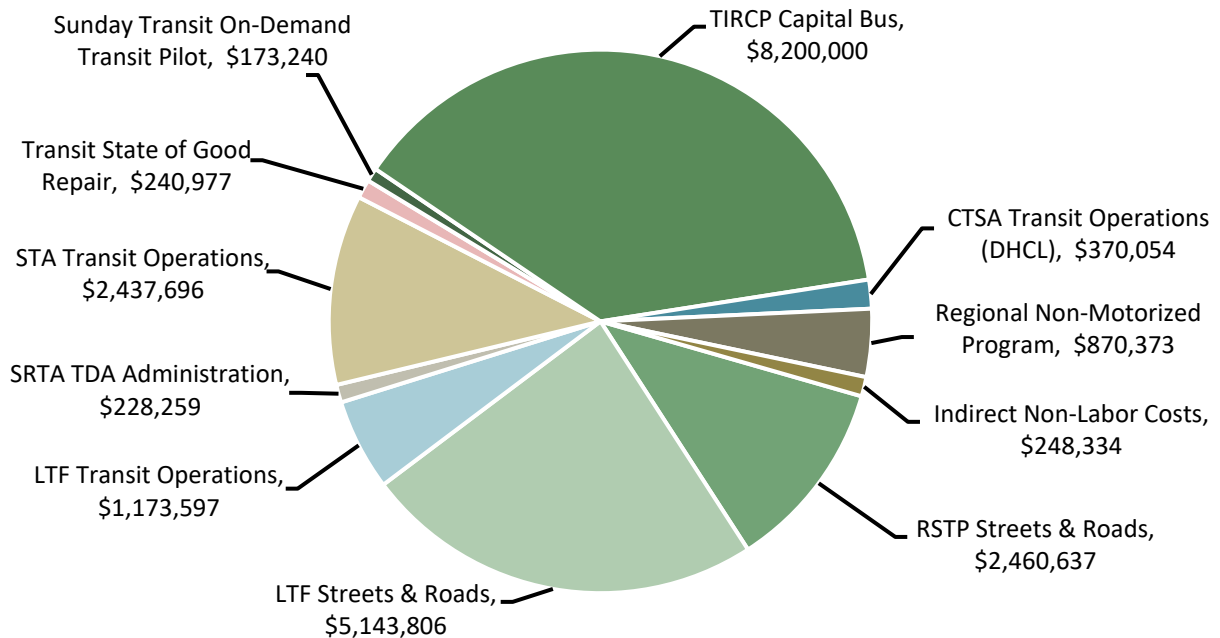


TDA	Transportation Development Act
PPM	Planning Programming & Monitoring
LTF	Local Transportation Fund
FTA	Federal Transit Administration
FHWA PL	Federal Highway Administration Planning
SB1	Senate Bill 1

FY 2019/20 Non-OWP SRTA Projects (\$403,237)

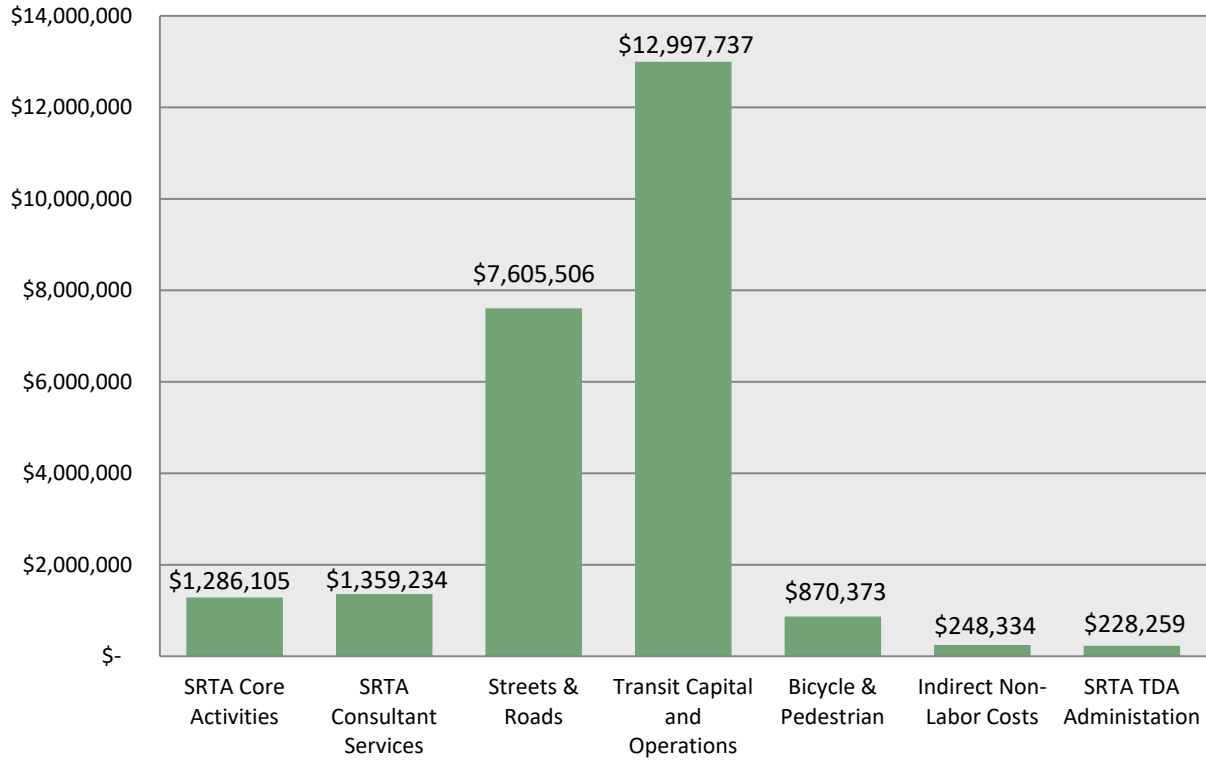


FY 2019/20 Capital Infrastructure, Transit Operations and Overhead Expenditures (\$21,546,973)



TIRCP	Transit and Intercity Rail Capital Program	RSTP	Regional Surface Transportation Program
LCTOP	Low-Carbon Transit Operations Program	LTF	Local Transportation Fund
STA	State Transit Assistance	SGR	State of Good Repair
CTSA	Consolidated Transportation Services Agency	DHCL	Dignity Health Connected Living

FY 2019/20 Comprehensive Budget Summary (\$24,595,548)



SHASTA REGIONAL TRANSPORTATION AGENCY

Summary of 2019/20 Overall Work Program Funding Requirements

Work Element	Description	FHWA PL	State Toll Credits*	State Toll Credits* (amendments)	FHWA PL Carryover	FTA 5303	FTA 5303 Carryover	FTA 5304	LTF	PPM	North State Super Region	Caltrans Adaptation Grant	SB1 Formula Funds	Total By Fund Source
		100.00%	11.47%	11.47%	100%	100%	100%		100%	100%	100%	100%		
701	SYSTEM PLANNING	<i>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.</i>												
701.01	Regional Transportation Plan	\$ 45,334	5,200											\$ 45,334
701.03	Performance Measures	\$ 19,670	2,256											\$ 19,670
701.09	Air Quality	\$ 5,330	611											\$ 5,330
701.11	Regional Data Collection & Reporting	\$ 15,402	8,392		\$ 57,766					\$ 98,860				\$ 172,028
701.12	Long Range Transit Plan	\$ 62,591	0							\$ 29,845			\$ 167,765	\$ 260,201
701.13	SCS Development & Support	\$ -								\$ 70,670			\$ 163,172	\$ 233,842
	Subtotal Work Element 701	\$ 148,327	\$ 16,460	\$ -	\$ 57,766	\$ -	\$ -	\$ -	\$ -	\$ 199,375	\$ -	\$ -	\$ 330,937	\$ 736,406
702	WORK PROGRAM AND ADMINISTRATION													
702.01	Transportation Improvement Programs (TIPS)	\$ 72,150	8,276											\$ 72,150
702.02	Overall Work Program	\$ 52,336	17,505		\$ 100,276									\$ 152,612
702.03	Grant Writing and Technical Assistance								\$ 82,779					\$ 82,779
	Subtotal Work Element 702	\$ 124,486	25,780	0	\$ 100,276	\$ -	\$ -	\$ -	\$ 82,779	\$ -	\$ -	\$ -	\$ -	\$ 307,541
703	NON-MOTORIZED PLANNING													
703.01	Active Transportation Planning	\$ 43,273	4,963		\$ -					\$ 68,000				\$ 111,273
703.05	Sustainable Shasta		0		\$ -			\$ 330,000		\$ 63,781				\$ 393,781
	Subtotal Work Element 703	\$ 43,273	4,963	0	\$ -	\$ -	\$ -	\$ 330,000	\$ -	\$ 131,781	\$ -	\$ -	\$ -	\$ 505,053
704	PUBLIC AND INTER-AGENCY PARTICIPATION													
704.01	Public Information & Participation	\$ 63,915	7,331		\$ -				\$ 12,486	\$ -				\$ 76,401
	Subtotal Work Element 704	\$ 63,915	7,331	0	\$ -	\$ -	\$ -	\$ -	\$ 12,486	\$ -	\$ -	\$ -	\$ -	\$ 76,401
705	PLANNING TOOLS													
705.02	GIS Applications	\$ 70,140	8,045								\$ -			\$ 70,140
705.05	Travel Demand Model	\$ 110,036	12,621											\$ 110,036
	Subtotal Work Element 705	\$ 180,176	20,666	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 180,176
706	PUBLIC TRANSPORTATION PLANNING													
706.02	Public Transportation Planning & Coordination		9,874			\$ 75,358	\$ 10,723		\$ 111,378		\$ -			\$ 197,459
706.06	Greenhouse Gas Reduction Fund Programs (LCTOP)		0	0					\$ 25,886					\$ 25,886
	Subtotal Work Element 706	\$ -	9,874	0	\$ -	\$ 75,358	\$ 10,723	\$ -	\$ 137,264	\$ -	\$ -	\$ -	\$ -	\$ 223,345
707	SPECIAL PROJECTS													
707.01	Corridor Studies & Project Review		2,655		\$ 23,145									\$ 23,145
707.03	Alternative Fuels Vehicle Planning		3,752		\$ 32,713									\$ 32,713
707.04	Goods & Freight Coordination and Planning	\$ -	1,160		\$ 10,114					\$ 11,780				\$ 21,894
707.08	ShastaReady Adaptation Planning	\$ 77,028	14,223		48700							\$ 289,850		\$ 415,578
	Total Work Element 707	\$ 77,028	21,790	0	114,672	0	0	0	0	11,780	0	289,850	0	493,330
708	TRANSPORTATION DEVELOPMENT ACT													
708.03	Transportation Development Act Management		0	0					\$ 130,596					\$ 130,596
708.04	Transit and CTSA Agency Administration		0	0					\$ 40,039					\$ 40,039
	Subtotal Work Element 708	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ 170,635	\$ -	\$ -	\$ -	\$ -	\$ 170,635
800	OTHER													
801.01	North State Super Region		0	0							\$ 2,216			\$ 2,216
	Subtotal Work Element 800	\$ -	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,216	\$ -	\$ -	\$ 2,216
	Total of Budget by Fund Source	\$ 637,205	\$ 106,864	\$ -	\$ 272,714	\$ 75,358	\$ 10,723	\$ 330,000	\$ 403,164	\$ 342,936	\$ 2,216	\$ 289,850	\$ 330,937	\$ 2,695,103

Non-OWP SRTA Projects

Description	RSTP	TIRCP	LCTOP										
Sunday Transit Service Demo Project			\$ 129,769										\$ 129,769
Local Streets and Roads Needs Assessment	\$ 1,063												\$ 1,063
North State Intercity Bus System Administration		\$ 283,320											\$ 283,320
Total of Budget by Fund Source	1,063	283,320	129,769	0	0	0	0	0	0	0	0	0	414,151

Capital Infrastructure, Transit Agency Operations, and Overhead Costs

Description	RSTP**	LTF	STA	LCTOP	Indirect Non-Labor Costs	Rental Fund	SGR	TIRCP					Total By Fund Source Proof
RSTP Streets & Roads Formula Allocations	\$ 2,460,637												\$ 2,460,637
LTF Streets & Roads (Article 8)		\$ 5,143,806											\$ 5,143,806
LTF Transit Operation (Article 4)		\$ 1,173,597											\$ 1,173,597
STA Transit Operation			\$ 2,437,696										\$ 2,437,696
Sunday On-Demand Transit Pilot Project				\$ 170,231									\$ 170,231
Indirect, Non-Labor Costs					\$ 290,050	\$ (47,016)							\$ 243,034
Consolidated Transportation Services Agency (Dignity Health Connected Living)		\$ 370,054											\$ 370,054
SRTA TDA Admin		\$ 213,970											\$ 213,970
State of Good Repair (Transit Vehicles and Assets)							\$ 240,977						\$ 240,977
Regional Non-Motorized Program		\$ 870,373											\$ 870,373
North State Intercity Bus Purchase									\$ 8,200,000				\$ 8,200,000
Total Operational and Capital	\$ 2,460,637	\$ 7,771,800	\$ 2,437,696	\$ 170,231	\$ 290,050	\$ (47,016)	\$ 240,977	\$ 8,200,000	\$ -				\$ 21,524,376

* 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.

** RSTP amount includes direct to recipient county of Shasta shares.

Comprehensive FY 2019/20 Budget: \$ 24,633,630

Agency: SRTA

Total Budget (FY 2019/20): \$76,414

Estimated Budget (FY 2020/21): \$76,414

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2019/20 & 2020/21

Staff Allocations	FY 2019/20				FY 2020/21			
	Expenditures		Amount		Expenditures		Amount	
SRTA								
Personnel - Direct PTO Salaries	\$	76,414			\$	76,414		
TOTAL:	\$	76,414			\$	76,414	\$ -	\$ -

Previous Accomplishments
Kept records of paid time off.

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

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

Product 1: Indirect Cost PTO

Task/Activity		Resp. Agency	Schedule
1.1	Record paid time off	SRTA	Jul 2019 - Jun 2021

WORK ELEMENT 700.99				Indirect Cost Allocation Plan		
Agency: SRTA		Total Budget (FY 2019/20): \$ 645,170		Estimated Budget (FY 2020/21): \$ 645,170		
ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2019/20 & 2020/21						
Services & Supplies	FY 2019/20				FY 2020/21	
	Amount (\$)	Total Expenditures INDIRECT			Amount (\$)	Total Expenditures INDIRECT
SRTA						
Building Occupancy:						
Depreciation (Suite 202)	44,500	44,500			44,945	44,945
Interest	23,500	23,500			23,500	23,500
Insurance	3,900	3,900			3,900	3,900
Repairs	2,700	2,700			2,700	2,700
Janitorial	8,200	8,200			8,200	8,200
Elevator	650	650			650	650
Landscape	4,500	4,500			4,500	4,500
Taxes	100	100			100	100
Security	3,200	3,200			3,200	3,200
Utilities	10,400	10,400			10,400	10,400
Advertising	3,200	3,200			3,200	3,200
Copier	6,000	6,000			6,000	6,000
Communication	11,000	11,000			11,000	11,000
Depreciation	6,300	6,300			6,300	6,300
Books and Educational Materials	800	800			800	800
Office Supplies	14,000	14,000			14,000	14,000
Computer Support	28,000	28,000			28,000	28,000
Dues/Subscriptions	8,500	8,500			8,500	8,500
Postage	2,000	2,000			2,000	2,000
Educational Training	1,600	1,600			1,600	1,600
Repairs and Maintenance	1,000	1,000			1,000	1,000
Software	8,000	8,000			8,000	8,000
Public Notice	500	500			500	500
Travel	7,200	7,200			7,200	7,200
Licenses	500	500			500	500
Meetings	800	800			800	800
Insurance	6,000	6,000			6,000	6,000
Audit/Acturial Services	25,000	25,000			25,000	25,000
Legal Services	11,500	11,500			11,500	11,500
Personnel Services	23,100	23,100			23,100	23,100
Small Office Equipment	18,500	18,500			18,500	18,500
Conference/training	4,900	4,900			4,900	4,900
					0	0
					0	0
					0	0
					0	0
Sub Total	290,050	290,050			290,050	290,050
					0	0
INDIRECT SALARIES & BENEFITS	278,706	278,706			278,706	278,706
NOTE - General Administration, office functions and allocable staff costs not directly attributable to specific work elements (Per ICAP filing).					0	0
					0	0
					0	0
					0	0
PTO (WE 700.98)	76,414	76,414			76,414	76,414
					0	0
					0	0
					0	0
TOTAL:	645,170	645,170			645,170	645,170
Previous Accomplishments						
Annual indirect cost allocation plan and indirect cost rate proposal was generated and approved.						
Objective						
To document and justify indirect cost activities related to the organization's functions operating as an independent MPO.						
Discussion						
In order for indirect cost to be eligible for reimbursement, an indirect cost allocation plan is required. Expenses are allocated proportionally against all funding sources that allow for indirect costs based on salaries and wages budgeted under each work element.						
Product 1: Indirect Cost Allocation Plan Administration						
	Task/Activity			Resp. Agency	Schedule	
1.1	Payment to vendors for non-consultant services, including office services, rent and utilities. Also includes membership dues for professional planning accreditation (American Planning Association) and other associations as warranted.			SRTA	Jul 2019 - Jun 2021	
1.2	Prepare and file reports with funding agencies					
1.3	Implement SRTA Personnel Policies including preparation of employee evaluations					
1.4	Maintain and administrate SRTA benefit programs					
1.5	Prepare reports for management					
1.6	Prepare annual fiscal reports					

Regional Transportation Plan (RTP)

Estimated Budget (FY 2020/21): \$ 45,334

Staff Allocations and Funding Requirements	FY 2019/20					FY 2020/21				
	Expenditures		Revenue by Fund Source (\$)			Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	FHWA PL Cash	Toll Credits Cash*	Total FHWA PL	Direct	Indirect	FHWA PL Cash	Toll Credits Cash*	Total FHWA
SRTA										
Personnel	\$ 24,219	\$ 17,533	\$ 36,964	\$ 4,789	\$ 41,753	\$ 24,219	\$ 17,533	\$ 36,964	\$ 4,789	\$ 41,753
Services & Supplies	\$ 3,000		\$ 2,656	\$ 344	\$ 3,000	\$ 3,000	\$ -	\$ 2,656	\$ 344	\$ 3,000
Human Resources	\$ 581		\$ 515	\$ 67	\$ 581	\$ 581	\$ -	\$ 515	\$ 67	\$ 581
			\$ -	\$ -	\$ -					
Household Travel Survey Add-on (TBD)	\$ -		\$ -	\$ -	\$ -	\$ -		\$ -		\$ -
TOTAL:	\$ 27,801	\$ 17,533	\$ 40,134	\$ 5,200	\$ 45,334	\$ 27,801	\$ 17,533	\$ 40,134	\$ 5,200	\$ 45,334

Task/Activity	Resp. Agency	Schedule
1.1 Ready 2018 RTP transportation infrastructure projects for delivery and implement short-term objectives listed after each modal discussion.	SRTA	Jul 2019 - Jun 2021
1.2 Facilitate the development of SCS-related projects and programs. Examples include infill and redevelopment projects; programs that encourage the use of alternative travel modes; and local policies that reduce dependency on single-occupancy vehicles. This task includes extensive communication and coordination activities with local agencies, developers, and other community stakeholders.		
1.3 Participate in interagency meetings that support the implementation of the RTP/SCS, including: California Transportation Plan Policy Advisory Committee, Strategic Highway Safety Plan, local jurisdiction council/board meetings, and/or similar such meetings.		

Task/Activity		Resp. Agency	Schedule
2.1	Perform RTP amendments, if needed.	SRTA	Jul 2019 - Jun 2021
2.2	Report progress on RTP performance goals to SRTA Board of Directors and state and federal funding and oversight agencies.		
2.3	Report progress on SCS strategies to SRTA Board of Directors and state funding and oversight agencies.		
2.4	Compile and draft material for the next 'Ways and Means' report (to be prepared and published in advance of the 2022 RTP/SCS)		

Task/Activity		Resp. Agency	Schedule
3.1	Monitor and track federal or state policies that may impact the content of the 2022 RTP.	SRTA	Jul 2019 - Jun 2021
3.2	Assemble draft content, data, and project lists for 2022 RTP as appropriate.		

WORK ELEMENT 701.03						Performance Measures					
Agency: SRTA		Total Budget (FY 2019/20): \$ 19,670				Estimated Budget (FY 2020/21): \$ 19,670					
ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2019/20 & 2020/21											
Staff Allocations and Funding Requirements		FY 2019/20					FY 2020/21				
		Expenditures		Revenue by Fund Source (\$)			Expenditures		Revenue by Fund Source (\$)		
		Direct	Indirect	FHWA PL Cash	Toll Credits Cash*	Total FHWA	Direct	Indirect	FHWA PL Cash	Toll Credits Cash*	Total FHWA
SRTA											
Personnel		\$ 10,681	\$ 7,733	\$ 16,302	\$ 2,112	\$ 18,414	\$ 10,681	\$ 7,733	\$ 16,302	\$ 2,112	\$ 18,414
Services & Supplies		\$ 1,000		\$ 885	\$ 115	\$ 1,000	\$ 1,000	\$ -	\$ 885	\$ 115	\$ 1,000
Human Resources		\$ 256		\$ 227	\$ 29	\$ 256	\$ 256	\$ -	\$ 227	\$ 29	\$ 256
TOTAL:		\$ 11,937	\$ 7,733	\$ 17,414	\$ 2,256	\$ 19,670	\$ 11,937	\$ 7,733	\$ 17,414	\$ 2,256	\$ 19,670
*Toll Credits are shown for matching purposes only and are not considered revenue.											
Previous Accomplishments											
Monitored the development of MAP-21 performance-based planning, including federal rulemakings on performance measures. Monitored and participated in the development of 2016 Regional Transportation Improvement Program (RTIP) performance indicators and measures. Adopted regional Safety performance measure targets by support state adopted safety targets. Participated in webinars and meetings regarding transportation asset management, pavement, bridge and System Performance/Freight/CMAQ performance measure targets.											
Objective											
To develop and maintain performance metrics in support of planning, decision-making, regulatory compliance, and transportation funding.											
Discussion											
The use of performance measures has increased in recent years beyond traditional measures of traffic operations. New measures were introduced by the passage of the federal transportation bill (MAP-21) in 2012 and state legislation. Discretionary transportation grant programs likewise reference a wide range of performance measures when selecting projects for funding. Performance measures allow the region to: track trends in key policy areas; measure progress toward mandates and regional goals; and evaluate the effectiveness of regional mobility strategies. State goals and targets are being developed in stages for each performance measure over the next two years. California's first Safety (PM1) performance measure targets were adopted in August of 2017. MPOs must develop regional targets within six months of state target adoption. Performance measure targets must be incorporated into SRTA's Regional Transportation Plan and Transportation Improvement Programs each time they are updated.											
Note: Consultant support using travel demand modeling and Geographic Information Systems (GIS) analyses are budgeted under WE 705.05 and WE 705.02 respectively.											
Product 1: PM 1 - Safety Performance Measure Targets											
Task/Activity							Resp. Agency		Schedule		
1.1	Participate in statewide meetings and discussions regarding annual targets. Review draft data. Provide input as needed on methodologies and targets.						SRTA	As needed			
1.2	Review final state performance targets and determine approach for regional targets.							July - Oct (annual)			
1.3	Draft and present recommendations to SRTA Board of Directors to adopt regional targets.							Nov - Jan (annual)			
1.4	Submit regional targets to Caltrans.										
Product 2: PM 2 - Bridge, Pavement & Transportation Asset Management Performance Measure Targets											
Task/Activity							Resp. Agency		Schedule		
2.1	Participate in statewide meetings and discussions regarding annual targets. Review draft data. Provide input as needed on methodologies and targets.						SRTA	As needed			
2.2	Review final state performance targets and determine approach for regional targets.							July - Oct (annual)			
2.3	Draft and present recommendations to SRTA Board of Directors to adopt regional targets.							Nov - Jan (annual)			
2.4	Submit regional targets to Caltrans.										
Product 3: PM 3 - System Performance/Freight/CMAQ Performance Measure Targets											
Task/Activity							Resp. Agency		Schedule		
3.1	Participate in statewide meetings and discussions regarding annual targets. Review draft data. Provide input as needed on methodologies and targets.						SRTA	As needed			
3.2	Review final state performance targets and determine approach for regional targets.							July - Oct (annual)			
3.3	Draft and present recommendations to SRTA Board of Directors to adopt regional targets.							Nov - Jan (annual)			
3.4	Submit regional targets to Caltrans.										
Product 4: Transit Asset Management Performance Measure Targets											
Task/Activity							Resp. Agency		Schedule		
4.1	Work with RABA and Shasta County on transit asset performance measures, advise on targets, coordinate meetings with federal and state partners, and advise on any federal/state changes.						SRTA	July - Oct (annual)			
4.2	Establish regional transit asset management performance targets and prioritize investments.						SRTA	180 days after RABA sets targets.			

WORK ELEMENT 701.09	Air Quality
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Agency: SRTA	Total Budget (FY 2019/20) \$ 5,330	Estimated Budget (FY 2020/21): \$ 5,330
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ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2019/20 & 2020/21

Staff Allocations and Funding Requirements	FY 2019/20					FY 2020/21				
	Expenditures		Revenue by Fund Source (\$)			Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	FHWA PL Cash	Toll Credits Cash*	Total FHWA	Direct	Indirect	FHWA PL Cash	Toll Credits Cash*	Total FHWA
SRTA										
Personnel	\$ 3,049	\$ 2,208	\$ 4,654	\$ 603	\$ 5,257	\$ 3,049	\$ 2,208	\$ 4,654	\$ 603	\$ 5,257
Services & Supplies			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Human Resources	\$ 73		\$ 65	\$ 8	\$ 73	\$ 73	\$ -	\$ 65	\$ 8	\$ 73
TOTAL:	\$ 3,123	\$ 2,208	\$ 4,719	\$ 611	\$ 5,330	\$ 3,123	\$ 2,208	\$ 4,719	\$ 611	\$ 5,330

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

Previous Accomplishments

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

Objective

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

Discussion

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

Product 1: Regional air quality planning			
Task/Activity		Resp. Agency	Schedule
1.1	Interagency coordination, including monitoring and communications with Shasta County Air Quality Management District (AQMD) and the California Air Resources	SRTA	Jul 2019 - Jun 2021
1.2	Monitor federal air quality reports, California air quality reports, and related state/federal legislation. Take action as appropriate.		
1.3	Initiate strategies needed to comply with state and federal air quality standards.		
Product 2: Regional air quality modeling capacity			
Task/Activity		Resp. Agency	Schedule
2.1	Participate in web-based training for SRTA staff operation of the EMFAC model.	SRTA	Jul 2019 - Jun 2021
2.2	Participate in statewide EMFAC model update workgroups and provide input as needed.		
2.3	Integrate updated releases of EMFAC model with SRTA's activity-based travel demand model.		
Product 3: SRTA Staff-performed EMFAC Post-Processing			
Task/Activity		Resp. Agency	Schedule
3.1	EMFAC post processing performed by SRTA staff in support of planning and decision-making processes. Deliverables include emissions outputs and technical analysis. <i>Note: consultant-performed post-processing is performed under WE 705.05.</i>	SRTA	Jul 2019 - Jun 2021

Regional Data Collection & Reporting

Estimated Budget (FY 2020/21): \$ 30,402

Staff Allocations and Funding Requirements	FY 2019/20								FY 2020/21					
	Expenditures		Revenue by Fund Source (\$)						Expenditures		Revenue by Fund Source (\$)			
	Direct	Indirect	FHWA PL Cash	Toll Credits Cash*	Total FHWA	FHWA PL C/O Cash	Toll Credits*	Total FHWA PL C/O	PPM	Direct	Indirect	FHWA PL Cash	Toll Credits Cash*	Total FHWA
SRTA														
Personnel	\$ 8,383	\$ 6,068	\$ 12,794	\$ 1,658	\$ 14,451					\$ 8,383	\$ 6,068	\$ 12,794	\$ 1,658	\$ 14,451
Services & Supplies	\$ 750		\$ 664	\$ 86	\$ 750					\$ 750	\$ -	\$ 664	\$ 86	\$ 750
Human Resources	\$ 201		\$ 178	\$ 23	\$ 201					\$ 201	\$ -	\$ 178	\$ 23	\$ 201
												\$ -	\$ -	\$ -
Consultant - IDAX (Product 2)	\$ 56,626							\$56,626		\$ 15,000		\$ 13,280	\$ 1,721	\$ 15,000
Streetlight Data	\$100,000					\$51,140	\$6,626	\$ 57,766	\$42,234					
TOTAL:	\$ 165,960	\$ 6,068	\$ 13,636	\$ 1,767	\$ 15,402	\$51,140	\$6,626	\$ 57,766	\$98,860	\$ 24,334	\$ 6,068	\$ 26,915	\$ 3,487	\$ 30,402

Task/Activity		Resp. Agency	Schedule
6.1	Generate web-friendly data and map-based geo-spatial presentations.	SRTA	July 2019 - Jun 2021
6.2	Post data on SRTA website and update as appropriate.		

WORK ELEMENT 701.12**Long Range Transit Plan**

Agency: SRTA Total Budget (FY 2019/20): \$ 260,201

Estimated Budget (FY 2020/21): \$ -

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2019/20 & 2020/21

Staff Allocations and Funding Requirements	FY 2019/20							FY 2020/21					
	Expenditures							Expenditures					
	Direct	Indirect	FHWA Cash	Toll Credits Cash*	Total FHWA	PPM	FY 18/19 SB 1 Formula Funds	Direct	Indirect	FHWA C/O	Toll Credits Cash*	Total FHWA C/O	FY 19/20 SB 1 Formula Funds
SRTA													
Personnel	\$ 40,448	\$ 29,282	\$ 61,731	\$ -	\$ 61,731	\$ 7,998	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Services & Supplies	\$ -		\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	\$ -	
Human Resources	\$ 971		\$ 859	\$ -	\$ 859	\$ 111	\$ -	\$ -		\$ -	\$ -	\$ -	
								\$ -		\$ -	\$ -	\$ -	
Consultant (TBD)	\$ 189,501					\$ 21,736	\$ 167,765					\$ -	
												\$ -	
TOTAL:	\$ 230,919	\$ 29,282	\$ 62,591	\$ -	\$ 62,591	\$ 29,845	\$ 167,765	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

Previous Accomplishments

701.12 is new work element.

Objective

This work element has a two-part objective: 1) define SRTA's role with regard to the long-range development of regional public transportation services; 2) develop an action-oriented program of projects, program, and other investments needed to achieve regional performance goals in the Regional Transportation Plan; and 3) develop a plan for the timely expansion of interregional passenger rail service, one that is integrated and coordinated with other current and planned modal services (i.e. intercity bus and passenger air service). This project also furthers the MOU between SRTA, Redding Areas Bus Authority, and Shasta County Department of Public Works for the coordination transit planning and programming of state/federal funds to support the ongoing and future development of transit services in the Redding urbanized area and the Shasta Region (MOU executed July 2018).

Discussion/Project Justification

Public transportation is at the beginning of technology-driven change. With the advent and popularity of on-demand app-based ride services, general public expectations regarding public transportation is evolving. Transit ridership has remained flat or is declining in many regions due in part to private-sector options that are more responsive to rider needs. These services are, however, comparatively expensive and not fully accessible to all individuals. Public transportation needs to evolve to address changing rider needs and expectations if it is to become a viable option for a more citizens, and if the region is going to meet performance targets, including roadway level of service, air quality, social equity, and greenhouse gas emissions. SRTA is developing an on-demand Sunday transit service to address a longstanding unmet transit need and test a new service delivery strategy. A long-range regional plan is needed to guide this process - one that clarifies SRTA's changing role.

Enhanced intercity transportation has long been a goal of the region. Passenger air services has fluctuated greatly in recent years - both in service and reliability. New direct service to Los Angeles - scheduled to begin in October 2018 - will help address this. Current Amtrak passenger rail service is not convenient and reliable enough to be relevant. For a time a private company provided shuttle service to Sacramento International Airport, but this was discontinued. Recently, SRTA received a TIRCP grant to provide intercity bus service between Redding and Sacramento, known as the Salmon Runner. In addition to connecting to the Sacramento International Airport and Downtown Sacramento, it was hoped that it would connect to planned high-speed rail; however, the state has dropped the Sacramento station from the latest high-speed rail plan. Feeder service or connections to high-speed rail at other locations will be considered as part of SRTA's overall long-range transit planning process. The last regional passenger rail study was completed by Butte County Association of Governments in 1995. A new study that reflects recent changes needs to be developed.

The geographic scope of the project is the entire region, but focusing on areas served by public transportation. SRTA uses both CalEnviroScreen and regionally-developed methodology to identify the location and characteristics of disadvantaged populations. This is documented in the adopted RTP. Targeted outreach within these areas will be performed, including surveying and other direct outreach efforts.

Product 1: Long-Range Transit Plan

Task/Activity	Resp. Agency	Schedule
1.1 Administer procurement and contracting process for consultant services. Deliverables: RFP and consultant technical services agreement.	SRTA	Jan-Feb 2020
1.2 Project initiation, including kick-off meeting with selected consultant. Deliverable: Kick-off meeting action minutes.	SRTA w/ consultant support	March 2020
1.3 Stakeholder and public outreach, including creation of project technical advisory committee (TAC); online information campaign; public open house; and direct outreach to identified Disadvantaged Communities including targeted surveying. Deliverables: TAC roster; communication materials; DAC survey and results; and meeting announcements and materials.		March - Jun 2020
1.4 Compile existing transit-related data, finances, and plans. Update and fill in gaps as needed. Deliverable: technical memo documenting available data, data gaps, and method for addressing gaps.		
1.5 Perform 'big data' (Streetlight Data contract) analytics, including development of research questions, perform data queries, and report findings. Deliverable: technical memo documenting research questions and findings.		
1.6 Evaluate future conditions, including 1) extend travel demand modeling and emissions post processing to 2042 (to align with 2022-2042 RTP update); and 2) document uncertainties and disruptive technologies/practices affecting the delivery and utilization of transit services. Deliverable: technical memo documenting modeling results and variables affecting the long-range delivery and effectiveness of transit services.		
1.7 Develop transit service delivery scenarios and evaluate. Deliverable: technical memo documenting alternative scenarios and respective advantages.		
1.8 Prepare draft and final report, including presentations to advisory committees, transit partners, and the board of directors. Deliverable: final report.		

SCS Development & Support

Estimated Budget (FY 2020/21): \$ 102,840

Staff Allocations and Funding Requirements	FY 2019/20							FY 2020/21					
	Expenditures		Revenue by Fund Source (\$)					Expenditures		Revenue by Fund Source (\$)			
	Direct	Indirect	FHWA PL C/O Cash	Toll Credits Cash*	Total FHWA C/O	PPM	SB1 19/20 Formula	Direct	Indirect	FHWA PL C/O Cash	Toll Credits Cash*	Total FHWA C/O	PPM
Personnel	\$ 27,369	\$ 19,814				\$ 47,183	\$ -	\$ 27,369	\$ 19,814		\$ -	\$ -	\$ -
Services & Supplies	\$ -		\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Human Resources	\$ 657					\$ 660	\$ -	\$ 657			\$ -	\$ -	\$ -
						\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Consultant (TBD)	\$ 186,000					\$ 22,827	\$ 163,172	\$ 55,000	\$ -	\$ 48,692	\$ 6,309	\$ 55,000	\$ 163,172
TOTAL:	\$ 214,026	\$ 19,814	\$ -	\$ -	\$ -	\$ 70,670	\$ 163,172	\$ 83,026	\$ 19,814	\$ 48,692	\$ 6,309	\$ 55,000	\$ 163,172

Task/Activity		Resp. Agency	Schedule
2.1	Based on findings and direction received as a result of Task 1, develop the next iteration of partnership technical assistance to facilitate SCS implementation among SRTA's member agencies and private sector, non-profit, and philanthropic stakeholders. Deliverables: call for projects and evaluation of proposals.	SRTA	Jun 2020 - Jun 2021
2.2	Administer and manage technical assistance support, including call for projects, partners coordination, contracting, technical assistance, and so forth. Examples of technical assistance includes project feasibility studies; traffic impact analyses; public outreach and communication activities; conceptual design renderings that enhance public and interagency communication; development of financing strategies; and addressing other such information gaps that need to be addressed as part of collaboration and partnership process. Technical assistance may not be used for construction-level documents, hard costs, or actual construction of any type. Deliverables: technical assistance work products.		

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

Agency: SRTA Total Budget (FY 2019/20): \$ 72,150

Estimated Budget (FY 2020/21): \$ 72,150

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2019/20 & 2020/21

Staff Allocations and Funding Requirements	FY 2019/20					FY 2020/2021				
	Expenditures		Revenue by Fund Source (\$)			Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	FHWA PL Cash	Toll Credits Cash*	Total FHWA	Direct	Indirect	FHWA PL Cash	Toll Credits Cash*	Total FHWA
SRTA										
Personnel	\$ 38,989	\$ 28,226	\$ 59,505	\$ 7,709	\$ 67,214	\$ 38,989	\$ 28,226	\$ 59,505	\$ 7,709	\$ 67,214
Services & Supplies	\$ 4,000		\$ 3,541	\$ 459	\$ 4,000	\$ 4,000	-	\$ 3,541	\$ 459	\$ 4,000
Human Resources	\$ 936		\$ 828	\$ 107	\$ 936	\$ 936	-	\$ 828	\$ 107	\$ 936
TOTAL:	\$ 43,924	\$ 28,226	\$ 63,874	\$ 8,276	\$ 72,150	\$ 43,924	\$ 28,226	\$ 63,874	\$ 8,276	\$ 72,150

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

Previous Accomplishments

Amended the 2017 Federal Transportation Improvement Plan (FTIP), submitted 2019 FTIP using California Transportation Improvement Program System (CTIPS), amended 2019 FTIP. Executive director has been granted authority to locally approve both administrative modifications, and formal amendments, to the FTIP.

Objective

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

Discussion

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

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

Product 1: 2019 Shasta FTIP Amendments

Task/Activity	Resp. Agency	Schedule
1.1 Receive, process, submit, and post FTIP formal amendment requests, including descriptive letter, CTIPS pages, grouped projects summary tables, financial summary tables, and summary of changes table. Formal amendments undergo a minimum 14-day public review. Subsequently, SRTA staff notifies cognizant agencies, and interested individuals, when formal amendments approved.	SRTA	Jul 2019 - Dec 2020
1.2 Administrative modifications amendments required, or requested, including all of the materials listed in task 1.1, less the financial summary tables. Administrative modifications do not undergo public review and are accepted as state and federally approved upon local approval.		

Product 2: Monitor Implementation of 2018 Shasta RTIP

Task/Activity	Resp. Agency	Schedule
2.1 Attend CTC meetings, as necessary.	SRTA	Minimum Bi-monthly
2.2 Review biennial STIP fund estimate, revisions to fund estimate (as needed), and CTC guidelines.		Jul 2019 - Dec 2019
2.3 Meet with local agencies to determine upcoming projects and funding strategies. Seek additional/matching funding for STIP projects.		
2.4 Manage allocations and timely use of funds.		
2.5 Monitor opportunities to include intelligent transportation systems (ITS) strategies and develop candidate projects.		
2.6 Develop, review, and update RTIP performance measures, as needed.		

Product 3: California Federal Programming Group Meetings

Task/Activity	Resp. Agency	Schedule
3.1 Attend CFPG meetings	SRTA	Bi-monthly

Product 4: Prepare 2020 Shasta RTIP

Task/Activity	Resp. Agency	Schedule
4.1 Review 2020 Fund Estimate and Final STIP Guidelines; attend CTC workshops on 2020 STIP.	SRTA	Jun 2019 - Aug 2019
4.2 Discuss projects for 2020 RTIP.		Jul 2019 - Dec 2019
4.3 Review RTP, performance measures, FAST Act targets, and agency priorities in developing draft 2020 RTIP.		
4.4 Circulate for public review and comment.		
4.5 Approve 2020 RTIP and submit to CTC.		

Product 5: 2021 Shasta FTIP

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

Product 6: Prepare and Publish Annual List of Federal FY Federally-Obligated Projects

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

Product 7: Annual List of Locally-Approved Regional Surface Transportation Program (RSTP) Projects

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

WORK ELEMENT 70:									Overall Work Program (OWP)					
Agency:		SRTA		Total Budget (FY 2019/20): \$ 152,612					Estimated Budget (FY 2020/21): \$ 152,612					
ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2019/20 & 2020/21														
Staff Allocations and Funding Requirements		FY 2019/20							FY 2020/2021					
		Expenditures		Revenue by Fund Source (\$)					Expenditures		Revenue by Fund Source (\$)			
SRTA														
Personnel	\$ 86,737	\$ 62,793	\$ 43,605	\$ 5,649	\$ 49,254	\$ 88,774	\$ 11,502	\$ 100,276	\$ 86,737	\$ 62,793	\$ 43,605	\$ 5,649	\$ 49,254	
Services & Supplies	\$ 1,000		\$ 885	\$ 115	\$ 1,000				\$ 1,000	\$ -	\$ 885	\$ 115	\$ 1,000	
Human Resources	\$ 2,082		\$ 1,843	\$ 239	\$ 2,082				\$ 2,082	\$ -	\$ 1,843	\$ 239	\$ 2,082	
TOTAL:	\$ 89,819	\$ 62,793	\$ 46,333	\$ 6,003	\$ 52,336	\$ 88,774	\$ 11,502	\$ 100,276	\$ 89,819	\$ 62,793	\$ 46,333	\$ 6,003	\$ 52,336	
*Toll Credits are shown for matching purposes only and are not considered revenue.														
Previous Accomplishments														
Prior year budget and work plan prepared and adopted; quarterly reports completed, including descriptive summaries of work performed and corresponding budget expenditures; consultation and coordination with state and federal partners regarding the content and ongoing improvement of the OWP document; updated agency policies as appropriate and necessary; maintained and used a full-cost accounting system for fiscal management of US DOT funds; developed and executed sub-recipient cooperative agreements; developed and adopted policy for the distribution of planning funds to local partner agencies. Adopted new Overall Work Program policies and procedures for the agency (Section 2.24.10). Prepared prior FY regional planning priorities, draft OWP, and final OWP. Participated in annual OWP coordination meeting with state and federal oversight partners.														
Objective														
To develop and administer a comprehensive, coordinated work plan of projects and programs that support implementation of the RTP, short-term transportation improvement programs, California Planning Emphasis Areas, and Federal Planning Factors. To prepare and adopt an agency budget, and annual ICAP rate for the operation of SRTA.														
Discussion														
The OWP is a detailed description of agency work to be accomplished during the fiscal year (July 1 through June 30) and the fund sources to be used to support RTP implementation and the development of short-term transportation improvement programs. The OWP is prepared pursuant to 23 CFR 450.308 and the Regional Planning Handbook prepared by the California Department of Transportation. At a minimum, the OWP includes: a description of the planning activities and products; who will perform the work; anticipated time frame for completing the work; and the budget and source of funds. SRTA receives, oversees, and monitors the use of state and federal funding for implementation of the OWP and is therefore required to establish policies and procedures to meet DOT regulations. Cooperative agreements are also executed with partner agencies that jointly undertake work within the OWP.														
NOTE: Consolidated Planning Grant (CPG) funds are not used to implement non-CPG funded work elements. However, within Work Element 702.02, CPG funding is used to coordinate non-CPG funded work with CPG-funded work, thereby ensuring a program of projects and activities that work together to achieve federal, state, and regional objectives.														
Product 1: Closeout of Prior FY OWP and Budget														
Task/Activity									Resp. Agency			Schedule		
1.1 Prepare prior year certification of expenditures and close out reports for submittal to Caltrans.									SRTA			Jul - Sept		
Product 2: Management of Current FY OWP and Budget														
Task/Activity									Resp. Agency			Schedule		
2.1 Administer/amend and oversee subrecipient cooperative agreements (general and RSTP) with local agency subrecipients.									SRTA			On-going		
2.2 Track staff hours on work tasks and review budget expenditures.												On-going		
2.3 Prepare and submit invoices and quarterly progress reports to Caltrans, including SRTA and sub-recipient activity, as well as Disadvantaged Business Enterprise (DBE) reporting forms.												Quarterly		
2.4 Prepare bi-yearly DBE reporting to submit to Caltrans, Headquarters.												Apr and Oct annually		
2.5 Prepare and submit Year End Package and OWP Final Products to Caltrans District.												Due Aug 31 annually		
Product 3: OWP Amendments														
Task/Activity									Resp. Agency			Schedule		
3.1 Prepare staff report and budget documents for SRTA Board of Directors approval (typically 2-3 amendments per year).									SRTA			As needed		
3.2 Coordinate with Caltrans District 2 and submit required documentation to Caltrans for federal and state approval.														
Product 4: Prepare Next FY OWP														
Task/Activity									Resp. Agency			Schedule		
4.1 Annual OWP coordination meeting with Caltrans, FHWA, and FTA.									SRTA			Nov/Dec annually		
4.2 Prepare and present regional planning priorities for board of directors' approval.												Oct - Dec annually		
4.3 Prepare and distribute local agency call for planning projects based on regional planning priorities, Federal Planning Factors, and California Planning Emphasis Areas, and evaluate proposals. May depend on available funding.												Aug - Jan annually		
4.4 Update prospectus and prepare draft FY 2020/21 work elements.														
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.												Nov - Feb annually		
4.6 Prepare and present draft OWP to board of directors for review and comment.												Feb annually		
4.7 Submit draft OWP to state and federal agencies for review and comment.												Mar annually		
4.8 Revise draft OWP to include federal and state comments and recommendations.												Mar - Apr annually		
4.9 Prepare and present final OWP to board of directors for adoption.												Apr annually		
4.10 Prepare and submit annual sub-recipient cooperative agreements to sub-recipients. File SCAs and issue Notices to Proceed upon full execution.												May - Jun annually		
4.11 Submit final OWP to Caltrans for state and federal approval.														

WORK ELEMENT 702.03	Grant Writing and Technical Assistance
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Agency: SRTA	Total Budget (FY 2019/20): \$ 82,779	Estimated Budget (FY 2020/21): \$ 22,779
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ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2019/20 & 2020/21

Staff Allocations and Funding Requirements	FY 2019/20				FY 2020/21			
	Expenditures		Revenue by Fund Source (\$)		Expenditures		Revenue by Fund Source (\$)	
SRTA	Direct	Indirect	LTF		Direct	Indirect	LTF	
Personnel	\$ 12,746	\$ 9,227	\$ 21,973	\$ -	\$ 12,746	\$ 9,227	\$ 21,973	\$ -
Services & Supplies	\$ 500		\$ 500	\$ -	\$ 500	-	\$ 500	\$ -
Human Resources	\$ 306		\$ 306	\$ -	\$ 306	-	\$ 306	\$ -
Consultant (TBD)	\$ 60,000		\$ 60,000					
TOTAL:	\$ 73,552	\$ 9,227	\$ 82,779	\$ -	\$ 13,552	\$ 9,227	\$ 22,779	\$ -

Previous Accomplishments

Previous efforts, including but not limited to the development and support of grant applications through the Affordable Housing & Sustainable Communities (AHSC) program; Transit and Intercity Rail Capital Program (TIRCP); Fostering Advancements in Shipping and Transportation for the Long-term Achievement of National Efficiencies (FASTLANE) program; Transportation Investment Generating Economic Recovery (TIGER) program; Active Transportation Program (ATP); Caltrans Sustainable Communities Planning Grant Program, and Trade Corridors Enhancement Program (TCEP).

Objective

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

Discussion

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

Product 1: Develop projects to compete effectively for discretionary funding			
Task/Activity		Resp. Agency	Schedule
1.1	Track existing and emerging state and federal grant opportunities. Perform research into applicable programs and participate in grant workshops as needed.	SRTA	Jul 2019 - Jun 2021
1.2	Communicate with and provide technical assistance to local agencies, human service transportation providers, and private industry partners to identify project needs and align these needs with applicable grant program funding opportunities.		
1.3	Develop project work scopes and organize interagency and community partnerships and resources.		
Product 2: Grant development consultant contract			
Task/Activity		Resp. Agency	Schedule
2.1	Administer procurement process for consultant services.	SRTA	Jul 2019 - Dec 2019
2.2	Manage consultant contracts, including review of invoices and progress made on deliverables.		
2.3	Consultant work as required to develop grant applications.	Consultant	

WORK ELEMENT 703.01										Active Transportation Planning				
Agency: SRTA		Total Budget (FY 2019/20): #####								Estimated Budget (FY 2020/21): \$ 111,273				
ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2019/20 & 2020/21														
Staff Allocations and Funding Requirements		FY 2019/20								FY 2020/21				
		Expenditures		Revenue by Fund Source (\$)						Expenditures		Revenue by Fund Source (\$)		
		Direct	Indirect	FHWA PL Cash	Toll Credits Cash	Total FHWA	PPM	FHWA PL C/O Cash	Total FHWA PL C/O	Direct	Indirect	FHWA PL Cash	Toll Credits Cash	Total FHWA
SRTA														
Personnel		\$ 62,286	\$ 45,092	\$ 34,861	\$ 4,517	\$ 39,378	\$68,000	\$ -	\$ -	\$ 62,286	\$ 45,092	\$ 95,062	\$ 12,316	\$ 107,378
Services & Supplies		\$ 2,400		\$ 2,125	\$ 275	\$ 2,400	\$ -			\$ 2,400	\$ -	\$ 2,125	\$ 275	\$ 2,400
Human Resources		\$ 1,495		\$ 1,323	\$ 171	\$ 1,495	\$ -			\$ 1,495	\$ -	\$ 1,323	\$ 171	\$ 1,495
TOTAL:		\$ 66,181	\$ 45,092	\$ 38,309	\$ 4,963	\$ 43,273	\$68,000	\$ -	\$ -	\$ 66,181	\$ 45,092	\$ 98,510	\$ 12,763	\$ 111,273
*Toll Credits are shown for matching purposes only and are not considered revenue														
Previous Accomplishments														
A Transportation Development Act (TDA) 2% set aside program for bicycle and pedestrian improvements was created in 2013, including the adoption of project funding priorities. Funding was provided to the City of Shasta Lake to develop an Active Transportation Program (ATP) grant application for the Churn Creek Trail Project. Project construction funding was provided to: the City of Anderson for construction of a trail segment connecting Balls Ferry Road to Anderson River Park; the City of Redding for the Riverside Drive and Browning Street bicycle and pedestrian projects; and county of Shasta for projects on Park and Tamarack Ave. and Tamarack Ave. in Burney. SRTA participated in joint efforts with Healthy Shasta to develop and fund a bicycle route bikeway signage program in the City of Anderson. SRTA worked with Healthy Shasta and FarNorCalGIS to prepare a GIS-based bicycle parking inventory and web map viewer. Program guidelines for Rural Bike Lanes and Sidewalks to Transit (BLAST) Program adopted. SRTA hosted a series of Association of Pedestrian and Bicycle Professionals (APBP) webinars. Collectively, these projects and activities reacted to active transportation needs without a clear overarching plan and vision. The GoShasta Regional Active Transportation Plan was adopted in February 2018 to address this issue. Regional funds and technical assistance is now prioritized for implementation of this plan, developed collaboratively with local jurisdictions and the public. Complementary efforts led by SRTA's partners include the Downtown Redding Transportation Plan, Downtown Redding Specific Plan Update, and the Caltrans District 2 SR 273 active transportation outreach effort. New projects funded include the Riverside Trail (aka Diestelhorst to Downtown Class IV Cycletrack). SRTA also programed regional funds to design the Downtown to Turtle Bay connection.														
Objective														
To implement the GoShasta Regional Active Transportation Plan (adopted February 2018) and increase the share of trips made via bicycle and walking. Ambitious targets for the reduction of vehicle miles traveled and associated greenhouse gas emissions documented in the RTP/SCS cannot be achieved using incremental implementation of outdated strategies serving geographically dispersed development patterns and segregation land uses. A new generation of 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'. Coordination with WE 701.13 (SCS Incentives) is used to encourage transportation-efficient land use patterns within strategic growth areas and corridors.														
Discussion														
Public interest and usage of 'active' (i.e. bicycle and pedestrian) travel options continues to grow in the Shasta Region. SRTA's plans and investments support the development of safe and convenient infrastructure; connectivity between the region's trails and the urban network; maintenance of existing bicycle and pedestrian facilities; integration with public transportation; and complete streets. These strategies play a key role in SRTA's Sustainable Communities Strategy (SCS) for reducing vehicle miles traveled and associated greenhouse gas emissions. Federal funding programs for bicycle and pedestrian improvements have been consolidated and are now awarded competitively. Projects proposed for funding must eventually be part of an adopted Active Transportation Plan. GoShasta services this purpose and guides regional investments. As part of the regional planning process and local implementation thereof, SRTA coordinated with the Caltrans District 2 and local jurisdictions on their respective planning process by participating in their processes and providing technical support where appropriate.														
Product 1: Active Transportation planning, policy development and education														
Task/Activity										Resp. Agency		Schedule		
1.1		Host and participate in bicycle and pedestrian planning and policy workgroups and advisory committees.								SRTA		Jul 2019 - Jun 2021		
1.2		Host active transportation educational opportunities (E.g. seminars, webinars, trainings, etc.) for local and regional transportation partners.												
1.3		Work with stakeholders to generate and offer support and participation in active transportation projects, programs, promotion, and grant applications.												
1.4		Utilize "big data", video-based bike-ped counts, and other data sources to assess active transportation volumes, route selection, trip duration, etc. before and after project implementation, and to validate planning assumptions and provide more substantive support for grant applications.												
1.5		Provide the city of Redding data and other support needed to maintain regionwide active transportation facility data for GIS mapping.												
1.6		Participate in active transportation planning led by local agencies and Caltrans District 2, including the District 2 Active Transportation Plan.												
Product 2: Provide Active Transportation Technical Assistance to Local Agencies and Organizations														
Task/Activity										Resp. Agency		Schedule		
2.1		Research funding opportunities for bicycle and pedestrian planning and construction.								SRTA		Jul 2019 - Jun 2021		
2.2		Provide technical assistance, as needed, for local agencies to prepare 1) bicycle and pedestrian projects that establish or extend active transportation trunk line alignments; 2) bicycle and pedestrian project nominations for SRTA's Non-Motorized Program; and 3) project concepts and preliminary designs to support grant seeking (for those efforts not otherwise falling under Sustainable Shasta (WE 703.05)). Projects should be consistent with the GoShasta Regional Active Transportation Plan.								SRTA		Jul 2019 - Jun 2021		
2.3		Provide technical support, as needed, for organizations seeking to improve the active transportation user experience, whether through infrastructure grant acquisitions or programmatic efforts.								SRTA		Jul 2019 - Jun 2021		
Product 3: Manage SRTA's non-motorized programs														
Task/Activity										Resp. Agency		Schedule		
3.1		Administer and manage Rural BLAST Program and 2% TDA bicycle and pedestrian set-aside, including accounting and project monitoring, for projects that are consistent with the GoShasta Regional Active Transportation Plan								SRTA		Jul 2019 - Jun 2021		

WORK ELEMENT 703.05											Sustainable Shasta				
Agency: SRTA		Total Budget (FY 2019/20): \$ 393,781							Estimated Budget (FY 2020/21): \$ 63,781						
ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2019/20 & 2020/21															
Staff Allocations and Funding Requirements		FY 2019/20							FY 2020/21						
		Expenditures		Revenue by Fund Source (\$)					Expenditures		Revenue by Fund Source (\$)				
SRTA		Direct	Indirect	PPM	FTA 5304	FHWA C/O Cash	Toll Credits Cash	FHWA C/O Total	Direct	Indirect	PPM	FTA 5304	FHWA C/O Cash	Toll Credits Cash	FHWA Total
Personnel		\$ 35,917	\$ 26,002	\$ 61,919	\$ -	\$ -	\$ -	\$ -	\$ 35,917	\$ 26,002	\$ 61,919	\$ -	\$ -	\$ -	\$ -
Services & Supplies		\$ 1,000		\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -
Human Resources		\$ 862		\$ 862	\$ -	\$ -	\$ -	\$ -	\$ 862	\$ -	\$ 862	\$ -	\$ -	\$ -	\$ -
									\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Consultant (Alta)		\$ 330,000		\$ -	\$330,000	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
									\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL (FY 18/19):		\$ 367,779	\$ 26,002	\$ 63,781	\$330,000	\$ -	\$ -	\$ -	\$ 37,779	\$ 26,002	\$ 63,781	\$ -	\$ -	\$ -	\$ -
*Toll Credits are shown for matching purposes only and are not considered revenue															
Previous Accomplishments															
SRTA recieved a FY 17/18 Sustainable Communities Planning Grant for 'Sustainable Shasta: A Walk and Bike Network for Downtowns'. Alta Design was contracted to carry out the scope of work. Design concepts have been prepared for several projects and utilized in public outreach and as exhibits in subsequent capital grant applications.															
Objective															
To plan a series of capital grant-ready active transportation projects that: 1) implement the adopted RTP/SCS and GoShasta Active Transportation Plan; and 2) help the region meet performance targets for active transportation mode share and safety. Deliverables are coordinated the allocation of Regional Non-Motorized Program funds when seeking various discretionary grant funds.															
Discussion															
Performance outcomes of the '2018 Regional Transportation Plan/Sustainable Communities Strategy for Shasta County' (RTP/SCS) are premised on the accelerated delivery of active transportation infrastructure, focusing on next generation designs combined with supportive programs and amenities. Conventionally strategies will not achieve the mode shift assumed in the travel demand model nor will they allow the region to meet its CARB-assigned greenhouse gas (GHG) emission reduction target. In February of 2018, the GoShasta Regional Active Transportation Plan was adopted. This plan defines high-quality active transportation infrastructure types and design features (e.g. Class IV separated bikeways/cycle tracks, protected intersections, rectangular rapidly flashing beacon, etc.); amenities (e.g. wayfinding signage, racks, lockers, stair ramps, fix-it stations, air stations, hydration stations, benches, shelters, etc.), and programmatic support (e.g. bike share, safety training, incentives, etc.). Sustainable Shasta addresses the need for grant-ready, transformational active transportation projects. The Regional Non-Motorized Program addresses the need for local match. Together, these programs help local jurisdictions compete for discretionary capital grants required for implementation.															
Product 1: Procurement and Reporting															
Task/Activity										Resp. Agency		Schedule			
1.1		Prepare request for proposals, procure consultant. Deliverables are procurement package(s) including request for proposals, proposals; selection documents, and consultant contract.										SRTA		Completed	
1.2		Kick-off meeting between SRTA, consultant and Caltrans. Deliverables are kick-off meeting agenda and minutes; project management plan with defined roles; updated project schedule.										SRTA, consultant, Caltrans		Completed	
1.3		Administer grant, including quarterly reports to Caltrans and invoicing. Deliverables are quarterly reports, invoices, and final report.										SRTA		Jul 2019 - Jun 2020	
Product 2: Outreach and Stakeholder Communication															
Task/Activity										Resp. Agency		Schedule			
2.1		Workshop between SRTA, consultant and project partners. Deliverables are stimulating workshop posters, speaker list, attendee list, presentations, refreshments.										SRTA, consultant, project partners		Jul 2019 - Jun 2020	
2.2		Coordinate project team communication. Deliverables are project team list, sign-in sheets, agendas, minutes, project updates, presentation material.													
2.3		Coordinate 15-20 outreach meetings, including neighborhood focus groups – piggybacking with on-going neighborhood association and other organization coordination (e.g. Healthy Shasta), – stakeholder interviews, and site visits. Participants will be directly invited to final presentations in Task 5.3. Deliverables are schedules, notes, invitations, participation counts from 15-20 outreach meetings.										SRTA, consultant			
2.4		Summary of outreach and stakeholder communication. Deliverable is a technical memorandum summarizing outreach and stakeholder communication and results.										consultant			
Product 3: Corridor Alignment and Layout															
Task/Activity										Resp. Agency		Schedule			
3.1		Analyze and present alternative context-appropriate non-motorized alignments and layouts for 15 to 20 corridors with limited automobile conflicts into seven regional SGAs. A new generation of Class I and Class IV non-motorized projects that enhance connectivity to surrounding neighborhoods facilities are needed to expand mobility options within and to SGAs. Deliverables are alignment and layout alternatives for 15 to 20 corridors into SGAs.										Consultant		Jul 2019 - Jun 2020	
3.2		Recommend non-motorized alignments and layouts for 15-20 corridors into SGAs. Deliverables are recommended alignments and layouts for 15-20 corridors into SGAs.										SRTA, consultant, project partners			
3.3		Analyze and present alternative alignments and layouts of destination streets or blocks in SGAs. Deliverables are alignment and layout alternatives for destination streets/blocks in SGAs.										Consultant			
3.4		Recommend alignments and layouts for destination streets/blocks in SGAs. Deliverables are recommended alignments and layouts for destination streets/blocks in SGAs.										SRTA, consultant, project partners			
3.5		Summary of corridor alignments and layouts. Deliverable is a technical memorandum summarizing corridor alignment and layout results.										Consultant			
Product 4: Regional Policies and Procurement Program															
Task/Activity										Resp. Agency		Schedule			
4.1		Establishment of regional non-motorized funding policies that point partner agencies to the most up-to-date guidance on advanced bicycle and pedestrian infrastructure (e.g. NACTO Urban Bikeway Design Guide) and promote projects that include non-motorized amenities. Deliverables are regional non-motorized funding policies for advanced non-motorized infrastructure and amenities.										SRTA, consultant, project partners		Completed	
4.2		Development of a procurement program for non-motorized transportation amenities (e.g. wayfinding signage, racks, lockers, stair ramps, fix-it stations, air stations, hydration stations, benches, shelters, etc.). Deliverable is a procurement program for amenities.												Jul 2019 - Jun 2020	
4.3		Summary of regional funding policies and amenities procurement program. Deliverable is a technical memorandum summarizing regional non-motorized funding policies and amenities procurement program.										consultant		Nov 2019 - Jan 2020	
Product 5: Final Report															
Task/Activity										Resp. Agency		Schedule			
5.1		Prepare draft final report with implementation and next steps, circulate for review and make revisions as appropriate. Deliverable is a draft final report with implementation and next steps.										SRTA, consultant		Jun 2020 - Sep 2020	
5.2		Final report printing and circulation. Deliverable is final report in printed and digital formats.													
5.3		Present final report (totaling 6-8 final presentations) to project team boards and councils, Caltrans executive management and SRTA board. Deliverables are presentations (6-8) to project team boards and councils, Caltrans executive management and SRTA board.										consultant			

WORK ELEMENT 704.01										Public Information and Participation					
Agency: SRTA		Total Budget (FY 2019/20): \$ 76,401							Estimated Budget (FY 2020/21): \$ 76,845						
ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2019/20 & 2020/21															
Staff Allocations and Funding Requirements		FY 2019/20								FY 2020/21					
		Expenditures		Revenue by Fund Source (\$)						Expenditures		Revenue by Fund Source (\$)			
SRTA		Direct	Indirect	FHWA PL Cash	Toll Credits Cash*	Total FHWA PL	LTF	Total FHWA PL C/O	PPM	Direct	Indirect	FHWA PL Cash	Toll Credits Cash*	Total FHWA	LTF
Personnel		\$ 36,049	\$ 26,097	\$ 46,488	\$ 6,023	\$ 52,511	\$ 9,635			\$36,049	\$ 26,097	\$ 46,488	\$ 6,023	\$ 52,511	\$ 9,635
Services & Supplies		\$ 4,000		\$ 2,833	\$ 367	\$ 3,200	\$ 800			\$ 4,000	\$ -	\$ 2,833	\$ 367	\$ 3,200	\$ 800
Human Resources		\$ 865		\$ 613	\$ 79	\$ 692	\$ 173			\$ 865	\$ -	\$ 613	\$ 79	\$ 692	\$ 173
										\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Consultant (TBD) & hosting		\$ 8,890		\$ 6,296	\$ 816	\$ 7,112	\$ 1,778			\$ 9,335	\$ -	\$ -	\$ -	\$ -	\$ 9,335
SSL Certificate/Misc.		\$ 500		\$ 354	\$ 46	\$ 400	\$ 100			\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500
TOTAL:		\$ 50,304	\$ 26,097	\$ 56,584	\$ 7,331	\$ 63,915	\$12,486	\$ -	\$ -	\$50,748	\$ 26,097	\$ 49,933	\$ 6,469	\$ 56,403	\$ 20,443
*Toll Credits are shown for matching purposes only and are not considered revenue															
Previous Accomplishments															
Performed SRTA Board of Directors and TAC meetings; adopted 2018 Public Participation Plan; updated Title VI plan and Limited English Proficiency Plan; managed social media announcements on Facebook and Twitter accounts. Developed and produced agency report to convey recent, current, and planned projects and programs and to invite and encourage broad-based community participation.															
Objective															
To be transparent in all agency activities and decision-making processes. To provide information and resources that are accessible, approachable, and meaningful to SRTA's broad range of customers, including the general public, public agency partners, and other stakeholders affected by or interested in the agency's plans, programs, and decisions. Increase public awareness about SRTA, its projects and how they are impacted by, or impact, the public.															
Discussion															
As the state-designated Regional Transportation Planning Agency (RTPA) and federally-designated Metropolitan Planning Organization (MPO) for Shasta County, SRTA plays a central role in creating, strengthening, and leveraging partnerships to meet regional challenges and opportunities. SRTA's primary public communication tool is the board of directors meetings held five times per year and augmented as needed with special meetings. In addition, SRTA maintains a 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 pursuant to 23 CFR 450.316 (e) (see www.srta.ca.gov/166/Public-Participation).															
Product 1:		Agency website (www.srta.ca.gov)													
Task/Activity												Resp. Agency		Schedule	
1.1		Update agency website.										SRTA		Ongoing	
1.2		Website services, including web-domain hosting, security certificate, and social media.										Services & Supplies		Annual	
1.3		Manage online community engagement tools, including Facebook, Twitter, and community voice modules on agency website.										SRTA		Jul 2019 - Jun 2021	
Product 2:		Community Survey													
Task/Activity												Resp. Agency		Schedule	
2.1		Manage procurement and contracting for qualified vendor to support the design, administration, and post-processing of community survey on transportation needs and issues, including a targeted assessment of known disadvantaged communities										SRTA		Jul 2019 - Dec 2019	
2.2		Design and administer random telephone community survey and online survey in order to: 1) evaluate the effectiveness of the 2016 Public Participation and Title Plan; 2) inform development of the 2019 Public Participation Plan; and 3) inform regional planning processes and project prioritization.										SRTA, Consultant		Jan 2020 - Jun 2020	
2.3		Deliver and present findings to SRTA Board of Directors.										SRTA, Consultant			
Product 3:		Public Information and Notifications													
Task/Activity												Resp. Agency		Schedule	
3.1		Provide information to the public regarding regional transportation infrastructure and services, including but not limited press releases, social media, and presentations to community groups.										SRTA		Jul 2019 - Jun 2021	
3.2		Provide ready-to-publish information to member agencies on transportation projects with a regional funding component, for use in local public outreach efforts.										SRTA, Consultant			
3.3		Legal notices and advertisements regarding SRTA planning and programming activities.										Services & Supplies			
Product 4:		Shasta Public Participation and Partnership Plan (Title VI)													
Task/Activity												Resp. Agency		Schedule	
4.1		Track efforts described in the 2016 Shasta Public Participation and Partnership Plan (Title VI) (i.e. the 3 A's: Access, Awareness, and Action).										SRTA		Jul 2019 - Dec 2019	
4.2		Update the Shasta Public Participation and Partnership Plan (Title VI) for 2019, including research, performance evaluation of 2016 plan, development of draft and final plans, and presentation to SRTA Board of Directors for adoption. An update to the plan is due by 12/13/2019.													

WORK ELEMENT 705.02											GIS Applications		
Agency:		SRTA		Total Budget (FY 2019/20): \$ 70,140					Estimated Budget (FY 2020/21) \$ 70,140				
ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2019/20 & 2020/21													
Staff Allocations and Funding Requirements		FY 2019/20					FY 2020/21						
		Expenditures		Revenue by Fund Source (\$)			Expenditures		Revenue by Fund Source (\$)				
		Direct	Indirect	FHWA PL Cash	Toll Credits Cash*	Total FHWA	Direct	Indirect	FHWA PL Cash	Toll Credits Cash*	Total FHWA		
SRTA													
Personnel		\$ 21,877	\$ 15,838	\$ 33,389	\$ 4,326	\$ 37,715	\$ 21,877	\$ 15,838	\$ 33,389	\$ 4,326	\$ 37,715		
Services & Supplies		\$ 2,000		\$ 1,771	\$ 229	\$ 2,000	\$ 2,000	\$ -	\$ 1,771	\$ 229	\$ 2,000		
Human Resources		\$ 525		\$ 465	\$ 60	\$ 525	\$ 525	\$ -	\$ 465	\$ 60	\$ 525		
Consultant:													
ArcGIS Licenses		\$ 9,900	\$ -	\$ 8,764	\$ 1,136	\$ 9,900	\$ 9,900	\$ -	\$ 8,764	\$ 1,136	\$ 9,900		
Consultant Services (Synergy)		\$ 20,000	\$ -	\$ 17,706	\$ 2,294	\$ 20,000	\$ 20,000	\$ -	\$ 17,706	\$ 2,294	\$ 20,000		
							\$ -	\$ -	\$ -	\$ -	\$ -		
TOTAL:		\$ 54,302	\$ 15,838	\$ 62,095	\$ 8,045	\$ 70,140	\$ 54,302	\$ 15,838	\$ 62,095	\$ 8,045	\$ 70,140		
*Toll Credits are shown for matching purposes only and are not considered revenue													
Previous Accomplishments													
Participated in Far North Regional GIS Council (FNRCG); managed the FarNorCalGIS platform; utilized GIS data and analyses in support of the agency's work program; and developed standards and graphic templates for use in agency documents. Developed and prepared a long-term management plan and disaster recovery plan for the FarNorCalGIS platform. Distributed 2016 orthoimagery to server and individuals by request, including USGS and private companies.Developed a new logo utilizing GIS for the Upstate Plug-In Electric Vehicle Region and presented to stakeholders. Reviewed next steps (version 2.0)of FarNorCalGIS, and participated in a seminar from Esri regarding transitioning to new version of their software, ArcGIS Pro.													
Objective													
GIS serves as the technical foundation for planning, policy analysis, performance measuring, and other core agency work elements. Objectives include: eliminate technical barriers to planning and policy analysis; better engage the public and community stakeholders via maps and visualizations; promote consistent and compatible data and technology standards; improve data quality, accuracy, and completeness; enhance access to GIS data resources; and facilitate the exchange of data between data producers and data consumers.													
Discussion													
SRTA continues to expand its technical and regional data sharing role, with a focus on developing and maintaining countywide land use and transportation-related GIS data. Additional data layers, including US Census and economic data, are likewise being added to enhance spatial analysis capabilities. GIS data is integrated into the ShastaSIM Travel Demand Model and is used to assist with development of the Sustainable Community Strategy (SCS) and tracking performance toward RTP objectives.													
Product 1:		Regional GIS Program											
Task/Activity									Resp. Agency		Schedule		
1.1		Maintain requisite GIS licensing needed for SRTA operations.							SRTA		Jul 2019 - June 2021		
1.2		Maintain and enhance agency GIS capabilities, including participation in GIS training.											
1.3		Participate in interagency GIS user groups.											
Product 2:		On-call GIS Support Services											
Task/Activity									Resp. Agency		Schedule		
2.1		Maintain on-call GIS consultant services contract.							SRTA		Jul 2019 - June 2021		
2.2		Miscellaneous on-call GIS support for other work elements and SRTA's member agencies (major work tasks involving GIS are included in appropriate work elements)							Consultant				
2.3		Procurement new on-call GIS consultant services contract.							Consultant				

WORK ELEMENT 705.05						Travel Demand Modeling				
Agency: SRTA		Total Budget (FY 2019/20): \$ 110,036				Estimated Budget (FY 2020/21): \$		98,136		
ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2019/20 & 2020/21										
Staff Allocations and Funding Requirements	FY 2019/20					FY 2020/21				
	Expenditures		Revenue by Fund Source (\$)			Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	FHWA PL Cash	Toll Credits Cash*	Total FHWA	Direct	Indirect	FHWA PL Cash	Toll Credits Cash*	Total FHWA
SRTA										
Personnel	\$ 28,340	\$ 20,516	\$ 43,252	\$ 5,604	\$ 48,856	\$ 28,340	\$ 20,516	\$ 43,252	\$ 5,604	\$ 48,856
Services & Supplies	\$ 2,000		\$ 1,771	\$ 229	\$ 2,000	\$ 2,000	\$ -	\$ 1,771	\$ 229	\$ 2,000
Human Resources	\$ 680		\$ 602	\$ 78	\$ 680	\$ 680	\$ -	\$ 602	\$ 78	\$ 680
Consultant Services (DKS)	\$ 36,900		\$ 32,668	\$ 4,232	\$ 36,900	\$ 40,000	\$ -	\$ 35,412	\$ 4,588	\$ 40,000
Cube Software License	\$ 6,600		\$ 5,843	\$ 757	\$ 6,600	\$ 6,600	\$ -	\$ 5,843	\$ 757	\$ 6,600
Land Use Model Consultant (Product 4)	\$ 15,000		\$ 13,280	\$ 1,721	\$ 15,000					
TOTAL:	\$ 89,520	\$ 20,516	\$ 97,415	\$ 12,621	\$ 110,036	\$ 77,620	\$ 20,516	\$ 86,880	\$ 11,256	\$ 98,136
*Toll Credits are shown for matching purposes only and are not considered revenue										
Previous Accomplishments										
SRTA's activity-based travel demand model (ShastaSIM) was updated and a new version (ShastaSIM v1.2) was adopted on June 26, 2018. The updated model reflects new policies and strategies in SRTA's 2018 Regional Transportation Plan and Sustainable Communities Strategy (RTP/SCS). Regional partners provided input and data regarding the 2018 update of the model. The ShastaSIM Model Development Report and Model User Guide were updated. All files can be found online at: https://www.srta.ca.gov/174/Travel-Demand-Modeling .										
Objective										
Manage and maintain the region's activity-based travel demand model (ShastaSIM) consistent with state and federal law in support of regional planning and programming activities and other work elements.										
Discussion										
MPOs are required to develop and maintain a travel demand forecast model that meets FHWA and FTA requirements per Title 23 U.S.C. Section 134, and California requirements as specified under Chapter 3 of the 2017 Regional Transportation Plan (RTP) Guidelines for Metropolitan Planning Organizations (MPO). The 2017 Regional Transportation Plan (RTP) Guidelines also specify certain capabilities for medium-sized MPOs (Sections 3.4 and 3.5). The ShastaSIM travel demand model fulfills these requirements. ShastaSIM measures the impact of population growth and planned or anticipated land development and calculates various transportation and mobility-related performance metrics for any given planning year. ShastaSIM informs decision makers as to the location and timing of improvements needed to maintain adequate level of service. Outputs from ShastaSIM and travel model post-processing are utilized in various planning documents including, but not limited to: the RTP, RTIP, FTIP (23 USC 134), corridor studies, special projects, and air quality conformity. ShastaSIM requires specialized software and extensive input data, including household travel surveys, socio-economic demographics, and parcel-level land use characteristics. Post-processing routines are required for procedures not found in ShastaSIM, such as calculations of mobile source emissions. SRTA may contact TMIP staff to determine an appropriate time to conduct a peer review given SRTA's RTP schedule.										
SRTA has applied for funding, in partnership with California's "Small 6" MPOs, to develop a land use model to integrate with ShastaSIM. Should the project received funding, SRTA will be developing a new regional land use model in preparation for the 2022 RTP/SCS.										
Product 1: SRTA-led operation and maintenance of ShastaSIM activity-based travel demand model										
Task/Activity						Resp. Agency		Schedule		
1.1	Manage a regionally representative technical advisory committee, known as the Shasta Model Users Group (SMUG).					SRTA, Consultant		Jul 2019 - Jun 2021		
1.2	Perform routine updates and refinements of ShastaSIM, including actual and scheduled network changes, traffic count data, land use assumptions, speed limit information, population growth forecast update, and other inputs as needed.									
1.3	SRTA-led operation of TDM in support of other work elements.									
Product 2: Consultant-led operation and maintenance of ShastaSIM activity-based travel demand model										
Task/Activity						Resp. Agency		Schedule		
2.1	Perform routine updates and refinements to TDM as directed, including actual and scheduled network changes, traffic count data, land use assumptions, speed limit information, population growth forecast update, and other inputs as needed.					Consultant		Jul 2019 - Jun 2021		
2.2	Consultant-led operation of TDM in support of other work elements. Deliverable include model outputs and post-processing (e.g. emissions) outputs.									
Product 3: Education and training for operation of travel demand modeling										
Task/Activity						Resp. Agency		Schedule		
3.1	SRTA staff participation in national or statewide travel demand modeling technical training and practitioner workgroups.					SRTA		As needed		
3.2	Consultant-administered training for SRTA staff on TDM operation, maintenance, and emissions post-processing. Includes materials and training.					SRTA, Consultant				
Product 4: Integrated Land Use Model and Development Monitoring Framework										
Task/Activity						Resp. Agency		Schedule		
4.1	Administration - Provide assistance in administering the grant. Review project deliverables. Review consultant invoices for accuracy and completeness. Submit support information regarding SRTA in-kind and cash match funds. Assist with consultant procurement process. Participate in project meetings, regular communication and MPO Technical Advisory Committee (TAC) meetings.					SRTA		Jul 2019 - Jun 2021		
4.2	Model Development - Review applicable models, frameworks, and key data to determine appropriate model for the region. Develop model framework. Collect and prepare necessary data. Work with MPO TAC and consultant to prepare regional land use model. Participate in model calibration/validation exercises. Work with MPO TAC and consultant to integrate land use model w/ SRTA's activity-based model (ShastaSIM).					SRTA		Jul 2019 - Jun 2021		
4.3	Outreach - Work with MPO TAC to conduct outreach activities with the public and regional partners. Provide updates to SRTA Board of Directors on project progress as needed. Share all documents on SRTA's website.					SRTA		Jul 2019 - Jun 2021		
4.4	SRTA Board of Directors adoption of land use model.					SRTA		TBD		

WORK ELEMENT 706.02										Public Transportation Planning & Coordination									
Agency: SR		Total Budget (FY 2018/19): \$ 197,459								Estimated Budget (FY 2020/21): \$ 192,592									
ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2019/20 & 2020/21																			
Staff Allocations & Funding Requirements	FY 2019/20									FY 2020/21									
	Expenditures		Revenue by Fund Source (\$)							Expenditures		Revenue by Fund Source (\$)							
	Direct	Indirect	FTA 5303 Cash	Toll Credits Cash*	FTA 5303 Total	FTA 5303 C/O	Toll Credits Cash*	FTA 5303 C/O Total	LTF	Direct	Indirect	FTA 5303 Cash	Toll Credits Cash*	FTA 5303 Total	FTA 5303 C/O	Toll Credits Cash*	FTA 5303 C/O Total	LTF	
SRTA	\$108,180	\$ 78,316	\$58,865	\$7,627	\$66,492	\$7,637	\$ 989	\$ 8,626	\$111,378	\$108,180	\$78,316	\$ 57,315	\$7,426	\$64,741	\$33,000	\$4,275	\$37,275	\$84,480	
Personnel																			
Services & Supplies	\$ 3,500		\$ 2,033	\$ 263	\$ 2,296	\$1,066	\$ 138	\$ 1,204		\$ 3,500	\$ -	\$ 3,099	\$ 401	\$ 3,500				\$ -	
Human Resources	\$ 2,596		\$ 1,508	\$ 195	\$ 1,703	\$ 791	\$ 102	\$ 893		\$ 2,596	\$ -	\$ 2,299	\$ 298	\$ 2,596				\$ -	
(TBD)	\$ 4,867		\$ 4,309	\$ 558	\$ 4,867														
TOTAL:	\$119,143	\$ 78,316	\$66,715	\$8,644	\$75,358	\$9,493	\$ 1,230	\$10,723	\$111,378	\$114,276	\$78,316	\$ 62,712	\$8,125	\$70,837	\$33,000	\$4,275	\$37,275	\$84,480	
*Toll Credits are shown for matching purposes only and are not considered revenue																			
Previous Accomplishments																			
Performed annual Transit Needs Assessment; managed Social Services Transportation Advisory Council (SSTAC); Provided technical assistance to Federal Transit Administration (FTA) grant applicants. Reviewed FTA grant proposals and presented to the board of directors for approval. Restructured and enhanced the Unmet Transit Needs process. Tracked Greenhouse Gas Reduction Fund transit programs. A Memorandum of Understanding was developed and executed (July 2018) between SRTA, Redding Areas Bus Authority, and Shasta County Department of Public Works for the purpose of coordination of ongoing transit planning and programming of state/federal funds that support the ongoing and future development of transit services in the Redding urbanized area and the Shasta Region.																			
Objective																			
Meet transit planning mandates required by law; ensure public transportation is community-responsive in a dynamic and changing service environment; and make progress toward RTP goals by continually improving public transportation service, efficiency, and performance.																			
Discussion																			
Under California's Transportation Development Act (TDA), SRTA is required to perform the annual unmet transit needs assessment and organize the Social Services Transportation Advisory Committee (SSTAC). The Coordinated Human Services Transportation Plan is a federally mandated plan that prioritizes transportation services for funding and implementation, with an emphasis on transportation needs of persons with disabilities, older-adults and individuals of limited means. This plan is updated every five years.																			
Product 1: Transit Coordination																			
Task/Activity												Resp. Agency			Schedule				
1.1	Communication and coordination with intercity public transportation providers and public transportation providers operating in surrounding regions needed, including participation in discussions related to 'Shasta 211' services, as needed.											SRTA			Jul 2019 - June 2021				
1.2	Participate in interagency meetings and workshops that support public transit planning, including: CalACT, transit board meetings, and/or similar such meetings.																		
1.3	Discuss and develop scopes of work for projects that are eligible for FTA 5307, 5311, and 5339 funding. Discuss options for obtaining more funds for the region, including discretionary FTA grants such as 5311(c), 5311(f), and 5339(c).																		
1.4	Discuss and develop scopes of work for projects that are eligible for California State of Good Repair and other state funding. Discuss options for obtaining more funds for the region.																		
Product 2: Public transportation data and analysis																			
Task/Activity												Resp. Agency			Schedule				
2.1	Collect and review transit performance data.											SRTA			Jul 2019 - June 2021				
2.2	Formulate and provide recommendations toward enhancing near-term transit performance and/or efficiencies.																		
2.3	Collect, audit, and report progress toward recommendations and performance targets for public transportation at year's end.																		
2.4	Update General Transit File Specification (GTFS) files.																		
Product 3: FTA grants technical assistance and management																			
Task/Activity												Resp. Agency			Schedule				
3.1	Administer FTA grants and work with local agencies and organizations on developing projects and applying for FTA grants, both regionally apportioned and competitive.											SRTA			Jul 2019 - June 2021				
Product 4: 2017 Shasta Coordinated Transportation Plan																			
Task/Activity												Resp. Agency			Schedule				
4.1	Follow-up, and implement, the strategies from the 2017 Shasta Coordinated Transportation Plan.											SRTA			Jul 2019 - June 2021				

Greenhouse Gas Reduction Fund Programs

Estimated Budget (FY 2020/21):	\$ 25,886
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Staff Allocations and Funding Requirements	FY 2019/20				FY 2020/21			
	Expenditures		Revenue by Fund Source (\$)		Expenditures		Revenue by Fund Source (\$)	
SRTA	Direct	Indirect	LTF		Direct	Indirect	LTF	
Personnel	\$ 14,695	\$ 10,638	\$ 25,334		\$ 14,695	\$ 10,638	\$ 25,334	
Services & Supplies	\$ 200		\$ 200		\$ -		\$ 200	
Human Resources	\$ 353		\$ 353		\$ 353	\$ -	\$ 353	
TOTAL:	\$ 15,248	\$ 10,638	\$ 25,886	\$ -	\$ 15,248	\$ 10,638	\$ 25,886	\$ -

Reviewed annual Low Carbon Transit Operations Programs (LCTOP) allocation; reported on previous allocation; developed 17/18 expenditure proposal; tracked legislative actions related to LCTOP.

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

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

Task/Activity		Resp. Agency	Schedule
1.1	Review State Controller's Office LCTOP Eligible Allocation Summary	SRTA	Jul 2019 - June 2021
1.2	Review statutes, rules, and regulations, and pending legislation pertinent to LCTOP funding		
1.3	Review and process invoices for project work completion.		
1.4	Prepare semi-annual progress and final project report		
1.5	Participate in financial and performance auditing.		

WORK ELEMENT 707.01	Corridor Studies & Project Review
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Agency: SRTA	Total Budget (FY 2019/20): \$ 23,145	Estimated Budget (FY 2020/21): \$ 23,145
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ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2019/20 & 2020/21										
Staff Allocations and Funding Requirements	FY 2019/20					FY 2020/21				
	Expenditures		Revenue by Fund Source (\$)			Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	FHWA C/O Cash	Toll Credits Cash*	Total FHWA C/O	Direct	Indirect	FHWA C/O Cash	Toll Credits Cash*	Total FHWA
SRTA										
Personnel	\$ 13,012	\$ 9,420	\$ 19,859	\$ 2,573	\$ 22,432	\$ 13,012	\$ 9,420	\$ 19,859	\$ 2,573	\$ 22,432
Services & Supplies	\$ 400		\$ 354	\$ 46	\$ 400	\$ 400	\$ -	\$ 354	\$ 46	\$ 400
Human Resources	\$ 312		\$ 276	\$ 36	\$ 312	\$ 312	\$ -	\$ 276	\$ 36	\$ 312
TOTAL:	\$ 13,725	\$ 9,420	\$ 20,490	\$ 2,655	\$ 23,145	\$ 13,725	\$ 9,420	\$ 20,490	\$ 2,655	\$ 23,145

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

Previous Accomplishments
 Project development and coordination for RASL design and contract award process, project development and coordination for North Redding Six Lane, coordination and construction closeout for SR44/Stillwater I-change, present SHOPP projects to TAC and Board, coordination on severe weather event closures.

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

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

Product 1: Analysis of Product Study Reports			
Task/Activity		Resp. Agency	Schedule
1.1	Communication and coordinate with Caltrans and affected jurisdictions in the early consultation and review of project study reports and other scoping documents as they relate to funding, programming, and the 2018 RTP/SCS.	SRTA	As needed
1.2	In coordination with Caltrans, develop responses to road closures and extreme climate related events. and provide information during	SRTA	As needed
Product 2: Review and Analysis of Local Agency Projects of Regional Significance			
Task/Activity		Resp. Agency	Schedule
2.1	Review local projects, determine impacts, and assess consistency with the regional transportation plan.	SRTA	As needed
2.2	Review development projects and make determination as to whether project is consistent with the adopted Sustainable Communities Strategy (SCS) for CEQA streamlining purposes.		

WORK ELEMENT 707.03**Alternative Fuels Vehicle**

Agency: SRTA Total Budget (FY 2019/20): \$ 32,713

Estimated Budget (FY 2020/21): \$ 32,713

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2019/20 & 2020/21

Staff Allocations and Funding Requirements	FY 2019/20					FY 2020/21				
	Expenditures		Revenue by Fund Source (\$)			Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	FHWA C/O Cash	Toll Credits Cash*	Total FHWA C/O	Direct	Indirect	FHWA C/O Cash	Toll Credits Cash*	Total FHWA C/O
SRTA										
Personnel	\$ 17,857	\$ 12,928	\$ 27,254	\$ 3,531	\$ 30,785	\$ 17,857	\$ 12,928	\$ 27,254	\$ 3,531	\$ 30,785
Services & Supplies	\$ 1,500		\$ 1,328	\$ 172	\$ 1,500	\$ 1,500	\$ -	\$ 1,328	\$ 172	\$ 1,500
Human Resources	\$ 429		\$ 379	\$ 49	\$ 429	\$ 429	\$ -	\$ 379	\$ 49	\$ 429
Consultant Services	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -		\$ -
TOTAL:	\$ 19,786	\$ 12,928	\$ 28,961	\$ 3,752	\$ 32,713	\$ 19,786	\$ 12,928	\$ 28,961	\$ 3,752	\$ 32,713

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

Previous Accomplishments

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

Objective

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

Discussion

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

Product 1: Participation and support leading to accelerated deployment of low-carbon fueling infrastructure

Task/Activity	Resp. Agency	Schedule
1.1 Support toward the accelerated deployment of electric and hydrogen fueling infrastructure within the Shasta Region and along interregional corridors, focusing on benefits to public transportation, freight operations, and the traveling public.	SRTA	Jul 2019 - Jun 2021

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

Agency: SRTA Total Budget (FY 2019/20): \$ 21,894

Estimated Budget (FY 2020/21): \$ 21,894

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2019/20 & 2020/21

Staff Allocations and Funding Requirements	FY 2019/20						FY 2020/21				
	Expenditures		Revenue by Fund Source (\$)				Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	PPM	FHWA PL C/O Cash	Toll Credits Cash*	Total FHWA PL C/O	Direct	Indirect	PPM		
SRTA											
Personnel	\$ 11,667	\$ 8,446	\$ 10,000	\$ 8,954	\$ 1,160	\$ 10,114	\$ 11,667	\$ 8,446	\$ 20,114		
Services & Supplies	\$ 1,500		\$ 1,500				\$ 1,500	\$ -	\$ 1,500		
Human Resources	\$ 280		\$ 280				\$ 280	\$ -	\$ 280		
TOTAL:	\$ 13,447	\$ 8,446	\$ 11,780	\$ 8,954	\$ 1,160	\$ 10,114	\$ 13,447	\$ 8,446	\$ 21,894	\$ -	\$ -

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

Previous Accomplishments

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

Objective

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

Discussion

Goods and freight movement supports economic activity and prosperity at the local, regional, state, and national level. The movement of freight also carries with it adverse impacts to air quality, the environment, and social equity. Consultation and planning with private sector industry stakeholders have highlighted some transportation-related inefficiencies (e.g. partial loads, deadheading, lack of coordination, etc) that may be suppressing increased economic activity, however, no near-term gaps or deficiencies in the freight network have been identified for regional consideration. Longer term, SRTA will continue to evaluate the 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.

Product 1: Freight Coordination and Planning

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

Product 2: Identification of transportation issues affecting freight mobility and economic activity

Task/Activity	Resp. Agency	Schedule
2.1 Invite regional freight stakeholders to identify and discuss transportation-related obstacles to interregional and intraregional goods movement and economic activity	SRTA	Jan 2020 - Dec 2020

ShastaReady Adaptation Planning

Estimated Budget (FY 2020/21):	\$	125,728
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Staff Allocations and Funding Requirements	FY 2019/20									FY 2020/21			
	Expenditures		Revenue by Fund Source (\$)							Expenditures		Revenue by Fund Source (\$)	
	Direct	Indirect	FHWA PL Cash	FHWA PL Toll Credits Cash*	Total FHWA PL	FHWA C/O PL Cash	FHWA PL C/O Toll Credits Cash*	Total FHWA PL C/O	CalTans Sustainable Planning Grant	Direct	Indirect	PPM	
SRTA													
Personnel	\$ 71,929	\$ 52,073	\$ 66,665	\$ 8,637	\$ 75,302	\$ 43,114	\$ 5,586	\$ 48,700	\$ -	\$ 71,929	\$ 52,073	\$ 124,002	
Services & Supplies	\$ -									\$ -	\$ -	\$ -	
Human Resources	\$ 1,726		\$ 1,528		\$ 1,726					\$ 1,726	\$ -	\$ 1,726	
Consultant (TBD)	\$ 289,850								\$ 289,850				
TOTAL:	\$ 363,506	\$ 52,073	\$ 68,193	\$ 8,637	\$ 77,028	\$ 43,114	\$ 5,586	\$ 48,700	\$ 289,850	\$ 73,656	\$ 52,073	\$ 125,728	\$ -

Task/Activity		Resp. Agent	Schedule
5.1	Develop adaptation concepts and alternatives	SRTA & Consultant	Jul 2019 - Dec 2021
5.2	Draft adaptation plan		
5.3	Identify potential funding sources		
5.4	Finalize adaptation plan		
5.5	Present final plan to SRTA board and others as requested		

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

Agency: SRTA

Total Budget (FY 2019/20): \$ 130,596

Estimated Budget (FY 2020/21): \$ 90,596

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2019/20 & 2020/21

Staff Allocations and Funding Requirements	FY 2019/20				FY 2020/21			
	Expenditures		Revenue by Fund Source (\$)		Expenditures		Revenue by Fund Source (\$)	
SRTA	Direct	Indirect	LTF		Direct	Indirect	LTF	
Personnel	\$ 48,969	\$ 35,451	\$ 84,421		\$ 48,969	\$ 35,451	\$ 84,421	
Services & Supplies	\$ 400		\$ 400		\$ 400	\$ -	\$ 400	
Human Resources	\$ 1,175		\$ 1,175		\$ 1,175	\$ -	\$ 1,175	
Consultant Services (Financial Audit)	\$ 4,600		\$ 4,600		\$ 4,600	\$ -	\$ 4,600	
Consultant Services (Triennial Audit)	\$ 25,000		\$ 25,000					
Consultant Services (Public Outreach)	\$ 15,000		\$ 15,000					
TOTAL:	\$ 95,145	\$ 35,451	\$ 130,596	\$ -	\$ 55,145	\$ 35,451	\$ 90,596	\$ -

Previous Accomplishments

Administration of Transportation Development Act (TDA) and fiscal auditing of expenditures. Completed triennial audit for FY 2012/13, 2013/14, and 2014/15. Completed annual audit for FY 2014/15. Produced and distributed 2019/20 Transit Needs Assessment (Spring 2019).

Objective

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

Discussion

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

Product 1: TDA Administration

Task/Activity	Resp. Agency	Schedule
1.1 Prepare LTF and STA Findings of Apportionment.	SRTA	Feb 2020, Feb 2021
1.2 Review LTF and STA claims submitted by claimants including associated technical assistance needed for adequate and proper reporting.		May-June 2020, May-June 2021
1.3 Review statutes, rules, and regulations, and pending legislation pertinent to transit and transit funding.		Ongoing
1.4 Organize and support Social Services Transportation Advisory Council (SSTAC).		Jul 2019 - Jun 2021
1.5 Prepare audits as required under the TDA.		Sept-Oct 2019, Sept-Oct 2020
1.6 Engage independent auditor.		Jun 2020, Jun 2021
1.7 Prepare claims for Board of Directors approval.		Jun 2020, Jun 2021
1.8 Claim scheduling and payment.		Monthly
1.9 Perform TDA fund accounting.		Monthly

Product 2: Annual Transit Needs Assessment

Task/Activity	Resp. Agency	Schedule
2.1 Review prior year Transit Needs Assessment; solicit public input (comments, surveys, interviews, etc.), collect transit data and reports, perform farebox analysis, and CTSA performance analysis; prepare data for inclusion in draft document, update tables, and information.	SRTA	Oct 2019 - Jan 2020/ Oct 2020 - Jan 2021
2.2 Receive, review, and summarize data from transit providers for the Transit Needs Assessment, including but not limited to: ridership information; service hours and route information; productivity improvements; and public/rider feedback received. Conduct transit scenario planning utilizing data collected and public input. Evaluate potential performance of scenarios. Identify any scenarios that may be reasonable.		
2.3 Provide draft document to transit operators, CTSA, and SSTAC for review; revise and prepare final draft for public comment and adoption.		Jan 2020 / Jan 2021
2.4 Prepare staff report and presentation for SRTA Board of Directors/public hearing.		Feb 2020 / Feb 2021
2.5 SSTAC to consider at their regularly-scheduled March meeting to provide SSTAC recommendation on unmet needs.		Mar 2020 / Mar 2021
2.6 Present staff and SSTAC unmet transit needs recommendations, including resolution, to SRTA Board of Directors for approval.		Apr 2020 / Apr 2021
2.7 Submit final document to Caltrans for acceptance.		Apr 2020 / Apr 2021

Product 3: Transit Public Outreach and Awareness

Task/Activity	Resp. Agency	Schedule
3.1 Conduct outreach activities that build public awareness to available transit services in the region.	SRTA	Jul 2019 - Jun 2021

WORK ELEMENT 708.04	Transit and CTSA Agency Administration
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Agency: SRTA/RABA	Total Budget (FY 2019/20): \$ 40,039	Estimated Budget (FY 2020/21): \$ 40,039
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ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2019/20 & 2020/21								
Staff Allocations and Funding Requirements	FY 2019/20				FY 2020/21			
	Expenditures		Revenue by Fund Source (\$)		Expenditures		Revenue by Fund Source (\$)	
	Direct	Indirect	LTF	TDA	Direct	Indirect	LTF	TDA
SRTA								
Personnel	\$ 22,849	\$ 16,541	\$ 39,391	\$ -	\$ 22,849	\$ 16,541	\$ 39,391	\$ -
Services & Supplies	\$ 100		\$ 100	\$ -	\$ 100		\$ 100	\$ -
Human Resources	\$ 548		\$ 548	\$ -	\$ 548		\$ 548	\$ -
Shasta County TDA Adm.	\$ -			\$ -	\$ -		\$ -	\$ -
City of Redding RABA Administration	\$ -			\$ -	\$ -		\$ -	\$ -
TOTAL:	\$ 23,497	\$ 16,541	\$ 40,039	\$ -	\$ 23,497	\$ 16,541	\$ 40,039	\$ -

Previous Accomplishments		
This work element was added in FY 2015/16.		
Objective		
To support the cost-effective delivery of high quality public transportation services.		
Discussion		
SRTA is the designated recipient and responsible administrator of Transportation Development Act (TDA) funds. SRTA provides general oversight to ensure the most effective, efficient, and transparent use of TDA funds. SRTA presently enlists the city of Redding to perform Redding Area Bus Authority 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. SRTA issued a new CTSA service operation contract July 2017 to DHCL for up to five years, with an option to extend up to two years. SRTA is responsible for updating CTSA policies and procedures.		
Product 1:	RABA Administration	
Task/Activity		Resp. Agency Schedule
1.1	RABA administration, management and operations.	Redding/ Shasta County Jul 2019 - Jun 2021
Product 2:	CTSA Administration	
Task/Activity		Resp. Agency Schedule
2.1	SRTA administration and oversight of specialized transit services.	SRTA Jul 2019 - Jun 2021

WORK ELEMENT 801.01

North State Super Region (NSSR)

Agency: SRTA

Total Budget (FY 2019/20): \$2,216

Estimated Budget (FY 2020/21): \$2,216

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

Staff Allocations and Funding Requirements	FY 2019/20				FY 2020/21			
	Expenditures		Revenue by Fund Source (\$)		Expenditures		Revenue by Fund Source (\$)	
	Direct	Indirect	NSSR		Direct	Indirect	NSSR	
SRTA								
Personnel	\$ 982	\$ 711	\$ 1,693		\$ 982	\$ 711	\$ 1,693	
Services & Supplies	\$ 500		\$ 500		\$ 500	\$ -	\$ 500	
Human Resources	\$ 24		\$ 24		\$ 24	\$ -	\$ 24	
TOTAL:	\$ 1,506	\$ 711	\$ 2,216	\$ -	\$ 1,506	\$ 711	\$ 2,216	\$ -

Previous Accomplishments

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

Objective

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

Discussion

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

Product 1: North State Super Region

Task/Activity	Resp. Agency	Schedule
1.1 Facilitate NSSR meetings.	SRTA	2 per year
1.2 Maintain and update NSSR website as needed. Invoiced contributing agencies of the NSSR.		Jul 2019 - Jun 2021

FUNDING SOURCE REFERENCES

- **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 is 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 multi-modal 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 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 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 is an alliance of sixteen North State regional transportation agencies that provide membership dues to SRTA for administration activities.
- **TIRCP:** Transit and Intercity Rail Capital Program 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).
- **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 is an SB 1-funded program that provides funding for transit maintenance, rehabilitation and capital projects.

FY 2019-2021 WORK PROGRAM ORGANIZATION

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

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

APPENDIX A – PLANNING PROCESS CERTIFICATION

FY 2019/20 FHWA & FTA METROPOLITAN TRANSPORTATION PLANNING PROCESS CERTIFICATION

FY 2019/2020 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

Daniel S. Little, Executive Director

Title

4-4-19

Date



Caltrans District Approval Signature

Senior Transportation

Title

5-10-2019

Date

APPENDIX B – FTA CERTIFICATION AND ASSURANCES

FEDERAL FISCAL YEAR 2019 CERTIFICATIONS AND ASSURANCES FOR FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS

FTA FISCAL YEAR 2019 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2019 CERTIFICATIONS AND ASSURANCES FOR FTA ASSISTANCE PROGRAMS

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

Name of Applicant: Shasta Regional Transportation Agency

The Applicant certifies to the applicable provisions of categories 01–18. X

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 Tax Liability and Felony Convictions	_____
03 Lobbying	_____
04 Private Sector Protections	_____
05 Transit Asset Management Plan	_____
06 Rolling Stock Buy America Reviews and Bus Testing	_____
07 Urbanized Area Formula Grants Program	_____
08 Formula Grants for Rural Areas	_____
09 Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program	_____
10 Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs	_____
11 Enhanced Mobility of Seniors and Individuals with Disabilities Programs	_____
12 State of Good Repair Grants	_____
13 Infrastructure Finance Programs	_____
14 Alcohol and Controlled Substances Testing	_____
15 Rail Safety Training and Oversight	_____
16 Demand Responsive Service	_____
17 Interest and Financing Costs	_____
18 Construction Hiring Preferences	_____

FEDERAL FISCAL YEAR 2019 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE

PAGE

(Required of all Applicants for federal assistance to be awarded by FTA in FY 2019)

AFFIRMATION OF APPLICANT

Name of the Applicant: **Shasta Regional Transportation Agency**

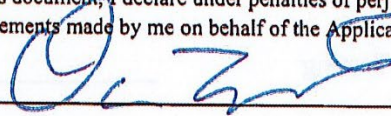
BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in federal fiscal year 2019, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Award for which it now seeks, or may later seek federal assistance to be awarded during federal fiscal year 2019.

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

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

Signature



Date:

4-4-19

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

Authorized Representative of Applicant

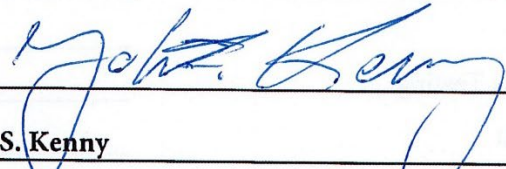
AFFIRMATION OF APPLICANT'S ATTORNEY

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

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

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

Signature



Date:

4/4/19

Name **John S. Kenny**

Attorney for Applicant

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

APPENDIX C – DEBARMENT

CALIFORNIA DEPARTMENT OF TRANSPORTATION DEBARMENT AND SUSPENSION CERTIFICATION FOR FISCAL YEAR 2019/20

Fiscal Year 2019/2020 California Department of Transportation Debarment and Suspension Certification

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

(Nonprocurement), 49 CFR 29.100:

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

DEPARTMENT OF TRANSPORTATION
DEBARMENT AND SUSPENSION CERTIFICATION
FISCAL YEAR 2019/2020
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 3-20-19

Printed Name Daniel S. Little

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

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

AFFIRMATION OF APPLICANT'S ATTORNEY

For Shasta Regional Transportation Agency (Name of Applicant)

Signature  Date 3/18/19

Printed Name of Applicant's Attorney John S. Kenny

APPENDIX D – LIST OF FREQUENTLY USED ACRONYMS

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

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

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

FTA – Federal Transit Administration. One of the modal administrations of the U.S. Department of Transportation. Provides funds for public transportation for the elderly and/or persons with disabilities. Provides financial aid 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.

