

# STAFF REPORT



<b>MEETING DATE:</b>	<b>October 10, 2017</b>
<b>SUBJECT:</b>	<b>Approve Amendment #2 to SRTA's Fiscal Year 2017/18 Budget and Overall Work Program</b>
<b>AGENDA ITEM:</b>	<b>5-6</b>
<b>STAFF CONTACT:</b>	<b>Sean Tiedgen, AICP, Senior Transportation Planner</b>

**SUMMARY:**

An amendment to SRTA's fiscal year (FY) 2017/18 budget and Overall Work Program (OWP) is needed to reflect changes requested by Caltrans, increased funding for environmental work related to the 2018 Regional Transportation Plan, changes in revenues sources for various work elements, and updated expenditures for the Sunday Transit Service project and the cities of Redding and Shasta Lake projects.

**STAFF RECOMMENDATION:**

It is recommended that the board of directors approve Amendment #2 to SRTA's FY 2017/18 budget and Overall Work Program pursuant to Resolution 17-12 (Attachment A), thereby increasing SRTA's comprehensive FY 2017/18 budget by \$18,452, for a total of \$13,697,861.

**DISCUSSION:**

SRTA's budget and Overall Work Program (OWP) must be amended to update several work element budgets. Changes are provided in full detail via Attachment B and summarized below in Table 1.

**Table 1: Summary of FY 2017/18 OWP Amendment #2**

#	Work Element	Original Consultant Budget	New Consultant Budget	Budget impact
701.01	Regional Transportation Plan	\$35,000	\$68,601	+\$33,601
702.04	Sustainable Development Incentive Program	\$175,000	\$75,000	-\$100,000
703.04	GoShasta Active Transportation Plan	\$66,000	-	\$0
703.04b	GoShasta Active Transportation Plan (grant funds)	-	\$66,000	
706.08	Sunday Transit Service Demonstration Project	\$30,000	\$49,320	+\$19,320
901.01	Hilltop Drive Corridor Signal Optimization Study	\$15,000	\$37,227	+\$22,227
902.01	Cascade Blvd. Sustainable Development Assessment	\$45,000	\$80,000	+\$35,000
902.02	Micro-transit Analysis & Recommendations	\$27,500	\$35,804	+\$8,304
<b>Combined Budget Impact:</b>				<b>+\$18,452</b>

With regard to the Regional Transportation Plan (Work Element 701.01), \$35,000 was originally budgeted for an initial study of environmental impacts consistent with a minor update. After discussions with the consultant on a growing list of items that the 2018 Regional Transportation Plan must address, it was determined that a more comprehensive Supplemental Environmental Impact Report is necessary. The proposed amendment adds an additional \$33,601 in federal planning (FHWA PL) funds for the expanded scope of work, for a total consultant budget of \$68,601. Whereas the board of directors previously authorized a consultant contract amount of up to \$75,000 for environmental support services, a contract amendment is not necessary.

With regard to the Sustainable Development Incentive program (Work Element 702.04). An abbreviated scope of work is being recommended that would be beneficial to all developers in the Redding strategic growth area (SGA) that may wish to submit an Affordable Housing and Sustainable Communities Program grant application. See agenda item 10 for more information. Local Transportation Funds have been exchanged with FHWA PL carryover funds and the consultant budget has been reduced by \$100,000, resulting in a net budget of \$75,000.

With regard to the GoShasta Active Transportation Plan (Work Element 703.04), Caltrans Headquarters requested that SRTA separate grant funds from other funds being used for the project. A new sub-task work element (703.04b) has been added for this purpose. There is no change in the budget amount.

Project budgets for the city of Redding (Work Element 901.01), the city of Shasta Lake (Work Element 902.01 and 902.02), and the Sunday Transit Service project (Work Element 706.08) have been updated to account for estimated funds not spent from the prior fiscal year due to updated project schedules. The net effect is an increase of \$84,851 in FHWA PL carryover funds.

After review of amendment #1 to the FY 2017/18 budget and OWP, Caltrans provided comments and asked SRTA to incorporate them into our next amendment. First, Caltrans requested that SRTA program the minimum anticipated allocation of FHWA PL funds for FY 2017/18. Secondly, Caltrans requested SRTA further identify how the agency would spend down FHWA PL carryover funds. Amendment #2 added \$19,500 in FHWA PL funds to Goods & Freight Coordination (Work Element 707.04) and exchanges \$129,762 of Planning Programming and Monitoring funds in Active Transportation Planning (Work Element 703.01) and Goods & Freight Coordination (Work Element 707.04) with FHWA PL carryover funds to meet these requests.

**ALTERNATIVES:**

The board of directors may modify Amendment #2 to the SRTA FY 2017/18 budget, provided that such changes are consistent with project funding eligibility requirements and agreements with Caltrans, the Federal Highway Administration, and the Federal Transit Administration.

**OTHER AGENCY INVOLVEMENT:**

Caltrans District 2, the Federal Highway Administration, and the Federal Transit Administration approve OWP amendments. The Technical Advisory Committee (TAC) concurs with the staff recommendation.

Approve FY 2017/18 Budget and OWP Amendment #2

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**FINANCING:**

Amendment #2 reflects an increase of \$18,452 to SRТА's FY 2017/18 budget. The comprehensive budget now totals \$13,697,861. The FY 2017/18 OWP budget now totals \$3,560,228. Funding increases are within SRТА's estimated grant revenues for fiscal years 2017/18 and 2018/19. Funding changes are summarized in Resolution 17-12 (Attachment A) and highlighted in yellow in Attachments B and C.



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

**Attachments:**

- A: Resolution Number 17-12: Amendment #2 to SRТА's Fiscal Year 2017/18 Budget and OWP
- B: Amended OWP Budget Worksheets (changes in yellow) are available online at:  
<http://www.srta.ca.gov/DocumentCenter/View/3805>
- C: Amended SRТА Comprehensive Fiscal Year 2017/18 Budget (changes in yellow)