

**DEPARTMENT OF TRANSPORTATION**  
OFFICE OF COMMUNITY & REGIONAL PLANNING  
1657 RIVERSIDE DRIVE, MS-7  
REDDING, CA 96001-0536  
PHONE (530) 229-0517  
FAX (530) 225-3020



*Serious Drought.  
Serious drought.  
Help save water!*

May 16, 2016

Mr. Dan Little,  
Executive Director, AICP  
Shasta Regional Transportation Agency  
1255 East Street, Suite 202  
Redding, CA 96001

Dear Mr. Little:

Caltrans District 2 is pleased to advise you of our approval of the Shasta Regional Transportation Agency (SRTA) FY 2015/16 Overall Work Program, Formal Amendment No. 2. Enclosed is a copy of the executed Overall Work Program Agreement, Amendment No. 2 confirming this approval. The original documents will now be forwarded to Caltrans Office of Regional and Interagency Planning for activation in our accounting system.

We look forward to continued coordination with the SRTA Board and staff. If you have any questions or concerns, please contact your regional planning liaison, Mr. Aaron Casas at (530) 225-4732 or by email at [aaron.casas@dot.ca.gov](mailto:aaron.casas@dot.ca.gov).

Sincerely,

A handwritten signature in blue ink that reads "Kathy Grah".

Kathy Grah, CHIEF  
Office of Community and Regional Planning  
Caltrans District 2

Enclosure

c. Erin Thompson, Caltrans ORIP  
Aaron Casas, Caltrans D2



1255 East Street, Suite 202 • Redding, CA 96001 • (530)262-6190 • Fax: (530)262-6189  
E-mail: [srta@srta.ca.gov](mailto:srta@srta.ca.gov) • Website: [www.srta.ca.gov](http://www.srta.ca.gov)

Daniel S. Little, AICP, Executive Director

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April 28, 2016

**CALTRANS D2**  
**APR 29 2016**  
**REGIONAL PLANNING**

Kathy Grah  
Chief, Office of Regional and Community Planning  
Senior Transportation Planner  
Caltrans District 2  
1657 Riverside Drive  
Redding, CA 96001

**Subject: Revised FY 2015/16 Overall Work Program Agreement (OWPA) – Amendment #2**

Ms. Grah:

Enclosed is a revised OWPA and supporting documentation, consistent with Amendment #2 to SRTA's Fiscal Year 2015/16 Overall Work Program. The SRTA Board of Directors approved Amendment #2 to the Fiscal Year 2015/16 Overall Work Program on April 26, 2016.

Please contact me at (530) 262-6185 or [stiedgen@srta.ca.gov](mailto:stiedgen@srta.ca.gov) if you have any questions.

Regards,

  
Sean Tiedgen, AICP, Senior Transportation Planner

SMT/jac

Enclosure

C: Aaron Casas, Associate Transportation Planner, Caltrans District 2

OVERALL WORK PROGRAM AGREEMENT (OWPA) FOR  
 SHASTA REGIONAL TRANSPORTATION AGENCY

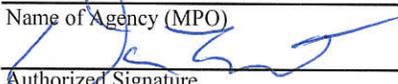
1. The undersigned signatory Shasta Regional Transportation Agency hereby commits to complete, this fiscal year (FY) (beginning July 1, 2015 and ending June 30, 2016), the annual Overall Work Program (OWP), a copy of which was approved on June, 2015 and is attached as part of this OWPA.
2. All of the obligations, duties, terms and conditions set forth in the Master Fund Transfer Agreements (MFTA), numbered numbers and executed with effective dates of January 1, 2015 to December 31, 2024 between Shasta Regional Transportation Agency (MPO) and the Department of Transportation (STATE), are incorporated herein by this reference as part of this OWPA for this FY.
3. The federal letters of approval from the Federal Transit Administration (FTA) and from the Federal Highway Administration (FHWA), dated June 10, 2015, and attachments, if applicable, which approved the attached OWP, are by this reference made an express part of this OWPA.
4. MPO agrees to comply with STATE, FTA and FHWA matching requirements for "Consolidated Planning Grant" funds obligated and encumbered against this OWPA. This OWPA obligates and encumbers only these following state and federal funds: State Highway Account planning funds (SHA); FHWA – Metropolitan Planning (PL), federal/local – 88.53/11.47; FHWA State Planning and Research (SP&R) – Partnership Planning/Strategic Partnerships\*, federal/local – 80/20; FTA Section 5303, federal/local – 88.53/11.47; FTA Section 5304 - Transit Planning/Sustainable Communities\*, federal/local – 88.53/11.47. All local match funds are to be provided from non-federal sources.

5. Subject to the availability of funds this FY OWPA funds encumbered by STATE include, but may not exceed, the following:

Funding Source	Match %	Funding	Toll Credit (In lieu of local match)	Local Match	Total Expenditures
FHWA PL (Toll Credit Match)	11.47%	\$609,645.00	\$69,926.28		\$609,645.00
FHWA PL (Cash/In-kind Match)	11.47%	\$0.00		\$0.00	\$0.00
FTA Sect. 5303 (Toll Credit Match)	11.47%	\$70,953.00	\$8,138.31	\$0.00	\$70,953.00
FTA Sect. 5303 (Cash/In-kind Match)	11.47%	\$62,252.00		\$8,066.00	\$70,318.00
FTA Sect. 5304*	11.47%	\$0.00		\$0.00	\$0.00
FHWA SP&R*	20%	\$69,941.00		\$17,485.00	\$87,426.00
<b>Total Programmed Amount</b>		<b>\$812,791.00</b>	<b>\$78,064.59</b>	<b>\$25,551.00</b>	<b>\$838,342.00</b>

6. Should MPO expend funds in excess of those available and programmed in this FY OWPA, those costs shall be borne solely by MPO.

\_\_\_\_\_  
 Department of Transportation (STATE)  
  
 Authorized Signature  
 Lena R. Ashley  
 Printed Name of Person Signing  
 Acting DPO Planning & Local Assistance  
 Title  
 5/17/16  
 Date

**Shasta Regional Transportation Agency**  
 Name of Agency (MPO)  
  
 Authorized Signature  
**Daniel S. Little**  
 Printed Name of Person Signing  
**Executive Director**  
 Title  
**May 16, 2016**  
 Date

(For Use by Caltrans Accounting Only)

The total amount of all Federal funds encumbered by this document is \$ \_\_\_\_\_

The total amount of all State funds encumbered by this document is \$ \_\_\_\_\_

Fund Title: \_\_\_\_\_

Fund Title: \_\_\_\_\_

Item Chapter Statute Fiscal Year

Item Chapter Statute Fiscal Year

Project ID# Encumbrance Document Number

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I hereby certify upon my own personal knowledge that budgeted funds are available for the period and expenditure purpose stated above.

\_\_\_\_\_  
 Signature of Department of Transportation Accounting Officer

\_\_\_\_\_  
 Date

\*CFDA for Federal Funds 20.505: Metropolitan Transportation Planning and State and Non-Metropolitan Planning and Research

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*[Signature]*  
 Authorized Signature  
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 Lena R. Ashley  
 Printed Name of Person Signing  
 \_\_\_\_\_  
 Acting  
 DPP Planning & Local Assistance  
 Title  
 \_\_\_\_\_  
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**Shasta Regional Transportation Agency**  
 Name of Agency (MPO)  
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*[Signature]*  
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**Daniel S. Little**  
 Printed Name of Person Signing  
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**Executive Director**  
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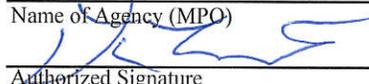
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*JR Ashley*  
 Authorized Signature  
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*Lena R. Ashley*  
 Printed Name of Person Signing  
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*D.D. Planning & Local Assistance*  
 Title  
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*5/17/16*  
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SHASTA COUNTY REGIONAL TRANSPORTATION PLANNING AGENCY -  
Summary of 2015/16 Overall Work Program Funding Requirements

Work Element	Description	FHWA/PL 305%	State Toll Credits 13.47%	FHWA PL/C/O 100%	FTA 5303 100%	FTA 5303 Carryover 100%	FTA 5311(I) 100%	LTF 100%	TDA 100%	PPM 100%	Prop 84 100%	Other (SSR, Shasta Coll) 100%	Reimb. & Planning Grants 100%	SITS 100%	Total By Fund Source Proof
701	System Planning	61,194	1,092	0	0	0	0	0	0	0	0	0	0	0	51,104
701.01	Regional Transportation Plan	61,194	1,092	0	0	0	0	0	0	0	0	0	0	0	51,104
701.03	Performance Measures	9,516	6,258	0	0	0	0	0	0	0	0	0	0	0	9,516
701.06	Interagency Coord. & Policy Monitoring	54,560	0	0	0	0	0	0	0	0	0	0	0	0	54,560
701.07	Sustainable Communities Ping (Rncd 2)	4,115	472	0	0	0	0	0	0	0	0	0	0	0	4,115
701.09	Air Quality	119,385	18,276	0	0	0	0	0	0	0	0	0	0	0	137,661
701.11	Transp Data Collection & Reporting	4,583	39,955	0	0	0	0	0	0	0	0	0	0	0	44,538
702	Total Work Element 701	119,385	18,276	0	0	0	0	0	0	0	0	0	0	0	137,661
702.01	Transportation Improvement Programs	59,098	6,779	0	0	0	0	0	0	0	0	0	0	0	65,877
702.02	Overall Work Program	152,414	17,482	0	0	0	0	0	0	0	0	0	0	0	169,896
703.03	Planning and Technical Assistance	211,512	24,260	0	0	0	0	0	0	0	0	0	0	0	235,772
703	Non-Motorized	211,512	24,260	0	0	0	0	0	0	0	0	0	0	0	235,772
703.01	Active Transportation Planning	0	0	0	0	0	0	0	0	0	0	0	0	0	0
703.02	Public Information & Participation	6,185	6,185	0	0	0	0	0	0	0	0	0	0	0	12,370
704	Total Work Element 703	6,185	6,185	0	0	0	0	0	0	0	0	0	0	0	12,370
704.01	Public Information & Participation	6,185	6,185	0	0	0	0	0	0	0	0	0	0	0	12,370
705	Technology Applications	59,920	0	0	0	0	0	0	0	0	0	0	0	0	59,920
705.02	GIS Applications	60,717	0	0	0	0	0	0	0	0	0	0	0	0	60,717
705.05	Regional Travel Demand Model	34,724	10,917	0	0	0	0	0	0	0	0	0	0	0	45,641
706	Total Work Element 705	34,724	10,917	0	0	0	0	0	0	0	0	0	0	0	45,641
706.02	Public Transportation Ping & Coord	0	8,138	0	0	0	0	0	0	0	0	0	0	0	8,138
706.05	Public Transportation Support	13,518	1,551	0	0	0	0	0	0	0	0	0	0	0	15,069
707	Total Work Element 706	13,518	9,689	0	0	0	0	0	0	0	0	0	0	0	23,207
707.01	Special Projects	34,992	5,731	0	0	0	0	0	0	0	0	0	0	0	40,723
707.02	Corridor Studies & Project Review	0	0	0	0	0	0	0	0	0	0	0	0	0	0
707.03	Safe Routes to School Grant	0	1,041	0	0	0	0	0	0	0	0	0	0	0	1,041
707.04	PEV Planning & Policy	0	1,932	0	0	0	0	0	0	0	0	0	0	0	1,932
707.05	Freight & Goods Movement Ping	0	8,707	0	0	0	0	0	0	0	0	0	0	0	8,707
708	Total Work Element 707	24,992	8,707	0	0	0	0	0	0	0	0	0	0	0	33,699
708.03	Manage Transportation Development Act	0	0	0	0	0	0	0	0	0	0	0	0	0	0
708.04	Transit and CTA Agency Administration	0	0	0	0	0	0	0	0	0	0	0	0	0	0
800	Total Work Element 708	0	0	0	0	0	0	0	0	0	0	0	0	0	0
801.01	North State Super Region	0	0	0	0	0	0	0	0	0	0	0	0	0	0
801.03	Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total of Budget by Fund Source		404,131	78,065	205,514	70,953	62,252	30,000	322,756	554,000	109,842	237,731	7,133	89,941	136,330	2,230,083

Planning/Administration Funds by Jurisdiction

Agency	RTP	LTF	STA	LCTOP	Total By Fund Source Proof
SRTA	404,131	98,007	165,539	62,252	1,427,797
RABA Administration	0	0	0	0	530,000
City of Redding	0	0	39,976	0	89,975
Shasta Lake City	0	0	0	0	128,311
City of Shasta- Health & Human Services	0	0	0	0	24,000
County of Shasta- TDA Administration	0	0	0	0	136,330
Total Pmg/Admin Funds by Juris.	404,131	98,007	205,514	62,252	2,230,083

Capital Infrastructure & Transit Agency Operations.

Description	RTP	LTF	STA	LCTOP	Total By Fund Source Proof
RSTP Streets & Roads	1,618,729	4,828,902	0	0	1,618,729
LTF Streets & Roads	0	1,147,304	0	0	4,888,902
LTF Transit Operation	0	0	0	0	1,147,304
STA Transit Operation	0	0	1,315,103	0	1,315,103
SRTA	0	4,032	0	0	4,032
Low-Carbon Transit Other Program 14-15	0	0	62,657	0	62,657
Low-Carbon Transit Other Program 15-16	0	182,537	0	0	182,537
Bike Share Non-motorized 14-15	0	283,031	0	0	283,031
Bike Share Non-motorized 15-16	0	304,600	0	0	304,600
2% TDA Bike & Pedestrian Program 14-15	0	50,000	0	0	50,000
2% TDA Bike & Pedestrian Program 15-16	0	148,385	0	0	148,385
Total Operational and Capital	1,618,729	7,157,064	1,335,893	248,194	10,137,080

Reconciliation of OWP Expenditures to Overall Budget OWP Expenditures  
Expenditures per OWP 2,230,083  
Add: Suite 101/102 Rental Expenses not in OWP 41,319  
Less: TDA Administration not in Overall Budget (654,000)  
Add: Budgeted Indirect Costs to be Collected Next Year 110,223  
2013-14 IDC Carryover 22,949  
Expenditures per Overall Budget OWP Expenditures 1,856,574

Agency: **SRTA**

Total Budget: \$ **171,271**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2015/16**

EXPENDITURES			Revenue by Fund Source (\$)				
Staff Allocations and Funding Requirements				FTA 5303 C/O	PPM	FTA 5311(f)	11.47%
Shasta RTA	Direct	Indirect	FTA 5303	88.53%	11.47%		Toll Credits
Personnel	65,329	41,374	45,027	54,601	7,074		5,165
Services & Supplies	3,000		2,250	664	86		258
Consultant Services (Product 2) Center for Policy	30,000		22,500	6,640	860		2,581
Consultant Services (Product 6) Center for Policy	30,000					30,000	
Human Resources	1,568		1,176	347	45		135
<b>TOTAL</b>	<b>129,897</b>	<b>41,374</b>	<b>70,953</b>	<b>62,252</b>	<b>8,065</b>	<b>30,000</b>	<b>8,138</b>

**Previous Accomplishments**

Performed annual Transit Needs Assessment; managed Social Services Transportation Advisory Council (SSTAC); RABA Short Range Transit Plan was completed and accepted by the RABA board. Completed the Coordination of Consolidated Transportation Services Agency (CTSA) Review, Transit Technology Plan in coordination with RABA, Title IV Plan (per Civil Rights Act of 1964), and Limited English Proficiency Plan. 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.

**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: Annual Transit Needs Assessment**

Task/Activity	Resp. Agency	Schedule
1.1 Review prior year Transit Needs Assessment; 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 - Dec
1.2 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.		
1.3 Provide draft document to transit operators, CTSA, and SSTAC for review; revise and prepare final draft for public comment and adoption.		Dec - Jan
1.4 Organize and support Social Services Advisory Committee (SSTAC).		Dec - Mar
1.5 Prepare staff report, resolution and presentation for board of directors/public hearing.		Feb
1.6 Submit final document to Caltrans for acceptance.		Mar

**Product 2: Transit Coordination**

Task/Activity	Resp. Agency	Schedule
2.1 Consultant-led update of the Coordinated Human Services Transportation Plan (CHTP) to serve as implementation plan for Mobility Management.	Consultant, SRTA	Oct - Feb
2.2 Communication and coordination with intercity public transportation providers and public transportation providers operating in surrounding regions needed, including joint participation in 'California 211' services.	SRTA	Jul - Jun
2.3 Implement the Transit Technology Plan in coordination with RABA.	SRTA	Oct - Feb

**Product 3: Public transportation data and analysis**

Task/Activity	Resp. Agency	Schedule
3.1 Collect and review transit performance data.	SRTA	Jul - Oct
3.2 Formulate and provide recommendations toward enhancing transit performance and/or efficiencies.		Dec - Feb
3.3 Collect, audit, and report progress toward recommendations and performance targets at year's end.		May - Jun

<b>Product 4: Development of Transit Planning Modeling Tool</b>			
<b>Task/Activity</b>		<b>Resp. Agency</b>	<b>Schedule</b>
4.1	Develop a Shasta County version of the Transit Boardings and Estimation Simulation Tool (TBEST) for regional transit planning activities. Abilities to include General Transit Feed Specification (GTFS) intercapability and integration with ShastaSIM travel demand model.	SRTA	Jan - Jul
4.2	Utilize TBEST for short- and mid-range transit planning activities.	SRTA	As needed
<b>Product 5: FTA grants technical assistance and management</b>			
<b>Task/Activity</b>		<b>Resp. Agency</b>	<b>Schedule</b>
5.1	Work with local agencies, human service transportation providers, and private industry in developing projects and applying for FTA grants.	SRTA	Jul - June
5.2	Work with RABA on FTA Section 5307 project development and public participation process.	SRTA	Jul - June
<b>Product 6: Shasta Intercity Transportation to Sacramento and Bay Area Feasibility Study and Action Plan</b>			
<b>Task/Activity</b>		<b>Resp. Agency</b>	<b>Schedule</b>
6.1	Project initiation and management to establish and agree upon communication protocols, roles & responsibilities, expectations, and to review background information on the region and project.	SRTA/ Consultant	Oct - March
6.2	Shasta intercity feasibility study development to assess current intercity services to Sacramento and the Bay Area, including costs and passenger fares; assess current and projected market demand; assess coordination of passenger rail and air-travel connections; assess possible new rapid transit bus service or expansion of existing services; and evaluate possible funding sources	Consultant	Oct - March
6.3	Shasta intercity action plan to identify preferred intercity bus service alternative and recommend final action plan with detailed routes, intercity stops, projected ridership with associated greenhouse gas reductions, disadvantaged communities served, cost allocation, implementation tasks, and candidate funding sources.	Consultant	Oct - March
<b>Product 7: Need a Ride Brochure</b>			
<b>Task/Activity</b>		<b>Resp. Agency</b>	<b>Schedule</b>
7.1	Review and update Need a Ride brochure.	SRTA	Jul-June