



**FY 2017-2018 LCTOP  
Allocation Request**

**Lead Agency Information**

<b>Name:</b>	Shasta Regional Transportation Agency		
<b>Address:</b>	1255 East Street, Suite 202		
<b>City, State Zip Code:</b>	Redding, CA 96001		
<b>County:</b>	Shasta	<b>Regional Entity:</b>	Shasta
<b>Agency Website:</b>	<a href="https://www.srta.ca.gov/">https://www.srta.ca.gov/</a>		
<b>Approved Title VI (Date)*:</b>	12/13/2016		
<b>Link to Agency's Approved Title VI Plan:</b>	<a href="https://www.srta.ca.gov/DocumentCenter/View/3497">https://www.srta.ca.gov/DocumentCenter/View/3497</a>		

\*Please provide a copy of your FTA/Caltrans Approval Letter as an attachment to your FY17-18 LCTOP Allocation

Allocation Request Prepared by	
<b>Name:</b>	Sean Tiedgen
<b>Title:</b>	Senior Transportation Planner
<b>Phone #:</b>	(530) 262-6185
<b>E-mail:</b>	<a href="mailto:stiedgen@srta.ca.gov">stiedgen@srta.ca.gov</a>

Contact (if different then "Prepared by")	
<b>Name:</b>	
<b>Title:</b>	
<b>Phone #:</b>	
<b>E-mail:</b>	

Authorized Agent	
<b>Name:</b>	Daniel S. Little
<b>Title:</b>	Executive Director
<b>Phone #:</b>	(530) 262-6191
<b>E-mail:</b>	<a href="mailto:dlittle@srta.ca.gov">dlittle@srta.ca.gov</a>

Legislative District Numbers						
<b>Assembly*:</b>	1					
<b>Senate*:</b>	1					
<b>Congressional*:</b>	1					

\*if you have more Districts please provide an attachment

**Project Summary**

<b>Name:</b>	Sunday Transit Service Demonstration Project					
<b>Description (Short):</b> <i>No more than 4 lines.</i>	The project will provide free-fares for riders on Sundays during the demonstration project. The service will connect riders to common destinations, such as: jobs, shopping, medical, places of worship, and recreation activities.					
<b>Type:</b>	Operations					
<b>Sub-Type</b>	Free or reduced fares					
<b>Is the Lead Agency rolling over LCTOP funds:</b>	Yes	<b>How many years will the funds be rolled over:</b>	2			
<i>If the Lead Agency is rolling over LCTOP funds in order to accumulate the need funds to complete the project leave the next question (Start Date) blank until the last year of rollover.</i>						
<b>Start date (anticipated):</b>		<b>End date (anticipated):</b>	6/30/2021			
<b>General Area (City/County):</b>	Redding/Shasta					
<b>Specific Area (Lat-Long of the project in decimal degrees separated by a comma "," (e.g., 34.413775, -119.848624). For multiple locations, list each separated by a semicolon ";")</b>	40.583564, -122.392813					
<b>Project Life</b> - For capital projects, state the "Useful Life" of the project. For operation projects state the number of months service will be funded.						
<b>Capital:</b>		<b>Operations:</b>	24			
<b>Funding:</b>	<b>99313:</b>	\$219,120	<b>99314:</b>	\$12,745	<b>Total:</b>	\$231,865
<b>Approved LONP:</b>	No		<b>LONP Approval date:</b>			



**FY 2017-2018 LCTOP  
Allocation Request**

**Funding Information**

<i>LCTOP Allocation Year</i>	<b>Prior</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>Total</b>
<b>PUC 99313 Amount:</b>		\$219,120	\$219,120				\$438,240
<b>PUC 99314 Amount:</b>		\$12,745	\$12,745				\$25,490
<b>Total LCTOP Funds:</b>	\$0	\$231,865	\$231,865	\$0	\$0	\$0	\$463,730
<b>Other GGR Funds:</b>							\$0
<b>Other Funds:</b>					\$203,270		\$203,270
<b>Total Project Cost:</b>	\$0	\$231,865	\$231,865	\$0	\$203,270	\$0	\$667,000

<b>Lead Agency:</b>	Shasta Regional Transportation Agency	<b>Amount:</b>	<b>PUC Funds Type:</b>
<b>Contact Person:</b>	Sean Tiedgen	\$219,120	99313
<b>Contact Phone #:</b>	(530) 262-6185	\$0	99314
<b>Contact E-mail:</b>	stiedgen@srta.ca.gov		

<b>Contributing Sponsor:</b>	Redding Area Bus Authority (RABA)	<b>Amount:</b>	<b>PUC Funds Type:</b>
<b>Contact Person:</b>	Brian Crane	\$0	99313
<b>Contact Phone #:</b>	(530) 225-4170	\$12,745	99314
<b>Contact E-mails:</b>	<a href="mailto:bcrane@cityofredding.org">bcrane@cityofredding.org</a>		

<b>Contributing Sponsor:</b>		<b>Amount:</b>	<b>PUC Funds Type:</b>
<b>Contact Person:</b>			99313
<b>Contact Phone #:</b>			99314
<b>Contact E-mails:</b>			

<b>Contributing Sponsor:</b>		<b>Amount:</b>	<b>PUC Funds Type:</b>
<b>Contact Person:</b>			99313
<b>Contact Phone #:</b>			99314
<b>Contact E-mails:</b>			

<b>Contributing Sponsor:</b>		<b>Amount:</b>	<b>PUC Funds Type:</b>
<b>Contact Person:</b>			99313
<b>Contact Phone #:</b>			99314
<b>Contact E-mails:</b>			

<b>Contributing Sponsor:</b>		<b>Amount:</b>	<b>PUC Funds Type:</b>
<b>Contact Person:</b>			99313
<b>Contact Phone #:</b>			99314
<b>Contact E-mails:</b>			

<b>Total FY 17-18 LCTOP Funding</b>	<b>\$231,865</b>
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**Supplanting Funds** - Describe how the LCTOP funds will not supplant other funding sources.

Currently, public transit services are not available on Sundays in the region. The Sunday Transit Demonstration project will be a new service. The LCTOP funds will help initiate a demonstration project to show how public transit services could be provided on Sundays with an on-demand style of service. LCTOP funds do not supplant or replace any other funding as they were planned for use from the start.

**Fully Funded Project** - Provide a description of the status of all the funds to be used to completely fund this project.

LCTOP funds are currently planned to fully fund this project during the first year. SRTA plans to combine FY 17/18 and FY 18/19 allocations in order to fund the project. However, LCTOP funds may not cover all of the project and it's anticipated that Transit Development Act (TDA) funds would be pursued in order to fully fund the project in the second year.



**FY 2017-2018 LCTOP  
Allocation Request**

**Funding Plan**

Proposed Total Project Cost								
Component	Prior	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Total
PA&ED	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PS&E	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
R/W	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CON	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Veh/Equip Purchase	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operations/Other	\$0	\$231,865	\$231,865	\$0	\$203,270	\$0	\$0	\$667,000
<b>TOTAL</b>	<b>\$0</b>	<b>\$231,865</b>	<b>\$231,865</b>	<b>\$0</b>	<b>\$203,270</b>	<b>\$0</b>	<b>\$0</b>	<b>\$667,000</b>

Low Carbon Transit Operations Program (LCTOP)								
Component	Prior	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Total
PA&ED								\$0
PS&E								\$0
R/W								\$0
CON								\$0
Veh/Equip Purchase								\$0
Operations/Other		\$231,865	\$231,865					\$463,730
<b>TOTAL</b>	<b>\$0</b>	<b>\$231,865</b>	<b>\$231,865</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$463,730</b>

Funding Source: Transit Development Act (TDA)								
Component	Prior	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Total
PA&ED								\$0
PS&E								\$0
R/W								\$0
CON								\$0
Veh/Equip Purchase								\$0
Operations/Other					\$203,270			\$203,270
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$203,270</b>	<b>\$0</b>	<b>\$0</b>	<b>\$203,270</b>

Funding Source:								
Component	Prior	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Total
PA&ED								\$0
PS&E								\$0
R/W								\$0
CON								\$0
Veh/Equip Purchase								\$0
Operations/Other								\$0
<b>TOTAL</b>	<b>\$0</b>							

Funding Source:								
Component	Prior	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Total
PA&ED								\$0
PS&E								\$0
R/W								\$0
CON								\$0
Veh/Equip Purchase								\$0
Operations/Other								\$0
<b>TOTAL</b>	<b>\$0</b>							



**FY 2017-2018 LCTOP  
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**Funding Plan**

<b>Funding Source:</b>								
<b>Component</b>	<b>Prior</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>Total</b>
PA&ED								\$0
PS&E								\$0
R/W								\$0
CON								\$0
Veh/Equip Purchase								\$0
Operations/Other								\$0
<b>TOTAL</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

<b>Funding Source:</b>								
<b>Component</b>	<b>Prior</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>Total</b>
PA&ED								\$0
PS&E								\$0
R/W								\$0
CON								\$0
Veh/Equip Purchase								\$0
Operations/Other								\$0
<b>TOTAL</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

<b>Funding Source:</b>								
<b>Component</b>	<b>Prior</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>Total</b>
PA&ED								\$0
PS&E								\$0
R/W								\$0
CON								\$0
Veh/Equip Purchase								\$0
Operations/Other								\$0
<b>TOTAL</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

<b>Funding Source:</b>								
<b>Component</b>	<b>Prior</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>Total</b>
PA&ED								\$0
PS&E								\$0
R/W								\$0
CON								\$0
Veh/Equip Purchase								\$0
Operations/Other								\$0
<b>TOTAL</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

<b>Funding Source:</b>								
<b>Component</b>	<b>Prior</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>Total</b>
PA&ED								\$0
PS&E								\$0
R/W								\$0
CON								\$0
Veh/Equip Purchase								\$0
Operations/Other								\$0
<b>TOTAL</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Project/Agency Information**

**Project Description** - Describe the project using comprehensive overall project description regarding improvements to be made and/or increased level of service (include for operations projects number of trips, span, frequency improvements and number of days of operation; for capital projects include product specifications). *No more than 10 lines* .

Currently, general public transit services are only available Monday-Saturday, with no services on Sundays. The proposed project would initiate a "pilot" project for providing on-demand style transit services on Sundays for at least two years. The service would generally provide curb-to-curb style services for most riders, but door-to-door services may be offered for individuals who are ADA Paratransit certified. Rides could be requested by phone, website or via a mobile app. It's planned that this service would run from approximately 6:30 AM to 7:15 PM each Sunday. Refinements to the service hours may be adjusted based on initial results of the business plan and based on rider/community input during the project. Preliminary studies indicate the service would provide 18,500 annual passenger trips or about 362 trips per Sunday.

**Agency Service Area** - Describe the project area including the city, town, community (rural, suburban, urban & demographics). *No more than 10 lines*.

The current primary transit service area is approximately 100 square miles and covers the cities of Shasta Lake (pop. 10,151), Redding (pop. 91,320) and Anderson (pop. 10,156) (2016 ACS 5-year population estimates). The area is a mix of urban and suburban communities. However, the initial project service area would be defined to primary trip origin and destinations within a portion of the current RABA service area, as identified through rider surveys and community input. This will be smaller than the existing primary transit service area. Final boundaries of this service area are being evaluated and will be determined during the business plan development.

**Agency Service** - Describe the service you provide and how the project plays into your overall operations plan. *No more than 10 lines*.

SRTA is the lead agency for LCTOP funds. SRTA will be partnering with RABA, Dignity Health Connected Living, or another eligible transit provider with providing the transit services planned for this project.

**Agency Fare** - Describe the fare structure for your system and how the project will affect that structure if at all.

It's anticipated that fares for this project may be similar to those of the primary transit service provided by RABA. RABA's fare structure is as follows: Base Fare (Ages 6-61) - \$1.50; Senior (62+)/Disabled/Medicare Base Fare - \$0.75; Children (under 6) - Free; Zone Change - \$0.75; Transfers - Free. This project would provide free fare days for riders whereby they would not need to pay their trip fare. However, final fare prices will be determined during the development of the business plan.

**Project/Agency Information (continued)**

**Project Costs** - Describe the assumptions and process for how the projects costs were developed. *No more than 10 lines.*

The project costs were determined based on the number of service days in a year; the estimated annual ridership during the project; an average of three-five vehicles operating per day; and approximately 38.15 daily revenue service hours. The funding from LCTOP will cover approximately 70 free ride days over the course of the project.

**Project Planning** - Explain the planning process this project went through, including any public outreach/input, or workshops

Sunday transit service was identified as a need in RABA's Short Range Transit Plan (June 2014) and in subsequent Transit Needs Assessments (FY 2015/16 & 2016/17) performed by SRTA. The region's Social Services Technical Advisory Committee recommended Sunday transit services be considered in FY 2015/16. A consultant was hired in 2017 to assist SRTA in the planning process. Interviews were conducted in the Spring of 2017 of local agencies, transit providers and businesses to better understand the level of interest, limitations and opportunities of potential partners for providing services, and local community needs. In October and November of 2017, a survey was prepared and distributed to gain community input on needs, desired locations and times of service, and preferred transit services. The survey was distributed on SRTA's website, via targeted social campaigns and through in-person rider surveys on transit buses. A working paper that summarizes these efforts has been prepared and SRTA is conducting sketch planning of possible services for consideration by the SRTA board of directors in April 2018.

**Environmental Justice** - Explain how your agency designed the project to avoid substantial burden on *any* low income disadvantaged community.

A primary purpose of this project is to lower the burden of transportation and other economic costs for low income and disadvantaged communities. Currently, with no transit services on Sundays many who live in low income or disadvantaged communities must take more expensive transportation options for trips or forego taking trips on Sundays. Additionally, the rider survey identified that many are very sensitive to costs. The preliminary analysis is exploring how the project can keep transit costs as close to or near existing transit costs for riders. Another focus of the project is to provide services more directly to/from destinations. Additionally, by providing Free Ride days riders will be relieved of the transportation costs and will be encouraged to use the service more to meet their needs.

**Project GHG Benefits**

**Greenhouse Gas Reductions** - Describe qualitatively how this project will reduce greenhouse gas emissions. For example, expanded/enhanced transit service will improve headways thus making transit a more convenient option of transportation thus increasing ridership, reducing Vehicle Miles Traveled (VMT) and reducing GHG.

This project will provide more direct travel to/from destinations, more convenient times of service, multiple ways to request a ride (including the use of a mobile app) and lower transportation costs through "Free Ride" days. Through this combined approach the project would increase efficiency over current approaches by chaining ride requests together to common destinations, increase ridership, and encourage less use of single-occupancy vehicles. This will help to reduce Vehicle Miles Traveled (VMT) and reduce GHG emissions.

**Greenhouse Gas Reductions** - Please provide quantitative information requested below and explanation/support for the data provided.

	<b>Value</b>	<b>Explanation</b>
<b>Year 1 (Yr1)</b> - First year of service, or year that capital improvements will be completed.	2019	Marketing and mobile app development will take place in Winter 2018 or Spring 2019. The "Free Ride" days incentive program will begin after July 1, 2019.
<b>Year F (YrF)</b> - Final year that the service is funded or the final year of the capital improvements useful life.	2021	The intent of the project would be to provide "Free Ride" days through June 2021 with LCTOP funding.
<b>Project Yr1 Ridership</b> - Estimated annual ridership contributed by the new service or capital improvement in Yr1.	18,500	Assumes 3.15 passengers per service hour with a daily ridership of 361.
<b>Project F Yr. Ridership</b> - Estimated annual ridership contributed by the new service or capital improvement in YrF.	20,400	Assumes a 5% increase annually after year one.
<b>Adjustment (A)</b> - Adjustment factor to account for transit dependency. Default: 0.5 for local bus service and 0.83 for long distance commute service.	0.50	Used default adjustment factor for local bus service.
<b>Trip Length (L)</b> - Length (miles) of average auto trip reduced or average passenger trip length (miles).	4.76	Based on an average of 15 miles per vehicle service hour and 3.15 passengers per hour.
<b>Project Useful Life</b>	<b>2</b>	<b>This is calculated based on the values above.</b>
<b>Total Project Ridership Increased</b>	<b>38,900</b>	<b>This is calculated based on the values above.</b>
<b>Total Project VMTs Reduced</b>	<b>92,582</b>	<b>This number is calculated based on the values above.</b>
<b>Estimated Total Project GHG (mtco2) Reduction:</b>	<b>45.17</b>	<b>This number is calculated based on the values from above and the QM-Tool tab.</b>
<b>LCTOP Emission Reductions /Total LCTOP Funds Requested</b>	<b>0.00010</b>	<b>This number is calculated based on the values from above and the QM-Tool tab.</b>

**Project Benefits**

**Transit Mode Share (increase mobility):** Describe how this project will increase transit mode share (increase mobility).

Currently, there are no transit services on Sundays. This project significantly increases transit mode share by providing an on-demand transit service for existing and new riders on Sundays. Additionally, the service would encourage more choice riders and visitors to utilize the service to reach popular destinations.

**Co-Benefits -** Check all additional Benefits/Outcomes.

- |   |   |
|---|---|
| <input type="checkbox"/> <b>Improved Safety</b><br><input type="checkbox"/> <b>Improved Public Health</b><br><input checked="" type="checkbox"/> <b>Reduced Operating/Maintenance Costs</b><br><input checked="" type="checkbox"/> <b>Increase System Reliability</b><br><input type="checkbox"/> <b>Other Benefits</b> | <input type="checkbox"/> <b>Coordination with Educational Institution</b><br><input type="checkbox"/> <b>College</b> <input type="checkbox"/> <b>Grades K-12</b><br><input checked="" type="checkbox"/> <b>Promotes Active Transportation</b><br><input checked="" type="checkbox"/> <b>Promotes Integration w/ other modes</b> |
|---|---|

**Co-Benefits -** Describe benefits indicated above and other benefits not listed.

Reduced Operating/Maintenance Cost - Use of the app will include coordination of ride requests, including planned and on-demand rides. Additionally, the mobile app would continually evaluate rider requests and help drivers by showing the most efficient route. This would reduce vehicle operations and maintenance costs by providing the most efficient service possible.

Increased System Reliability - With integration of a mobile app, riders would be able to receive real-time information for their trip, including estimated pick-up, drop-off and travel times. This provides a more reliable service that riders can depend upon.

Promote Active Transportation & Integration w/ Other Modes - Riders could walk to/from various destinations based on where they want to be picked up/dropped off. Additionally, vehicles will provide bike rack amenities for bicyclists. Riders could also reach active transportation destinations, such as the Sacramento River Trail.

**AB 1550 Populations Benefits**

<b>Does your Service Area have a Disadvantaged Community?</b>	No
<b>Does the Project Benefit a Disadvantaged Community?</b>	No
<b>Does the Project Benefit a Low Income Community or a resident of a Low-Income Household?</b>	Yes
<b>Does the Project Benefit a Low Income Community or a resident of a Low-Income Household with in a 1/2 of a Disadvantaged Community?</b>	No

<b>Identify the DAC Census Tract Project Benefits (please use the 10-digit identification code) :</b>	6089010803, 6089010300, 6089010703, 6089010200, 6089010100, 6089010500, 6089010400, 6089010900, 6089011300, 6089011209, 6089010704, 6089010806
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<b>Identify AB 1550 Criteria Table:</b>	Transit
<b>Identify the Specific AB 1550 Criteria (for more information please review AB 1550 Criteria tab):</b>	B. Is the project at least partially located within the boundaries of a low-income community census tract? For projects that improve transit service or increase transit access along transit lines or corridors, is the project serving at least one stop located within the boundaries of a low-income community census tract?
<b>Identify the approach your agency used to identify AB 1550 Community Need (for more information please review AB 1550 Needs tab):</b>	D. Refer to the list of common needs for disadvantaged communities in CARB's Funding Guidelines Table 2-2 and select a project that addresses a listed need.
<b>Identify Specific AB 1550 Group Common Needs (if you select letter D. in question above):</b>	ECON 5 Reduce transportation costs (e.g., free or reduced cost transit passes) and improve access to public transportation (e.g., new services in under-served urban and rural communities).

<b>AB 1550 Community Need:</b> Describe, in detail the identified community need(s) and how the project meets the need(s), including the levels of community engagement.
SRTA used several approaches to determine community needs including looking at the common needs of AB 1550 populations described in Table 2-2 (Appendix B). Community input has been provided during previous Transit Needs Assessments, at Social Services Technical Advisory Committee (SSTAC) meetings and during the rider survey efforts in October/November 2017. The project will increase accessibility, provide more transportation services for all communities, including AB 1550 communities, and reduce transportation costs.

<b>Identify the Specific AB 1550 Benefit Criteria (for more information please review AB 1550 Benefit Criteria tab):</b>	B. Project provides transit incentives to residents of an AB 1550 community or a low-income household (e.g., transit vouchers, reduced transit fares, transit passes);
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<b>DAC Benefit - Explain, in your own words, how the project will benefit Disadvantaged Community(ies) within your service area.</b>
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N/A

**Low-Income Community or Low-Income Household Benefit** - Explain, in your own words, how the project will benefit Low-Income Community(ies) or Low-Income Households within the project area.

The project will provide transit services on Sundays connecting low-income community members to common destinations, including places of worship, jobs, shopping, medical appointments, and for recreational activities. This project will provide a reliable, convenient, predictable and affordable service for everyone. It will connect riders to other transportation services at the downtown Redding transfer center. The project supports active transportation and healthy living by providing convenient service to local and regional trails, bikeways and walkways.

**Low-Income Community or Low-Income Household within 1/2 a mile of a Disadvantaged Community Benefit** - Explain, in your own words, how the project will benefit Low-Income Community(ies) or Low-Income Households within the project area.

N/A

<b>Amount funds to benefit a DAC: \$</b>	0
<b>Amount funds to benefit Low-Income Households &amp; Residents: \$</b>	231,865
<b>Amount funds to benefit Low-Income Households or Resident within 1/2 mile of a DAC: \$</b>	0



**California Air Resources Board  
 Calculator Tool for the  
 California Department of Transportation  
 Low Carbon Transit Operations Program  
 Greenhouse Gas Reduction Fund  
 Fiscal Year 2017-18**

<b>Project Name:</b>	<b>Sunday Transit Service Demonstration Project</b>	<b>Contact Name:</b>	<b>Sean Tiedgen</b>
<b>Lead Agency:</b>	<b>Shasta Regional Transportation Agency</b>	<b>Contact Phone #:</b>	<b>(530) 262-6185</b>
<b>Date Completed:</b>	<b>6/30/2021</b>	<b>Contact Email:</b>	<b>stiedgen@srta.ca.gov</b>
<b>Project ID</b>			

	Auto-fill field; no input required		Calculated field; no input required
	Applicant must input, if required		Additional documentation required
	Applicant must select from drop-down, if required;		

Applicant must input required fields from top to bottom (i.e., first Project Type, then Region, etc.).  
 Required fields and descriptions are dependent on the inputs selected or entered.  
 User tips to provide clarification or suggested inputs may appear when input cells are selected.

Inputs	Required	Description
This section is used to determine the quantification method and emission factors to use to estimate emissions.		
<b>Project Type</b>	Free or reduced fares	
<b>Quantification Method</b>	Increased Ridership	Automated
<b>Region</b>	County	Yes
<b>Subregion</b>	Shasta	Yes
<b>Year 1 (Yr1)</b>	2019	Yes
<b>Year F (YrF)</b>	2021	Yes
<b>Quantification Period</b>	2	Calculated
This section is used to estimate the emission reductions from displaced auto vehicle miles traveled (VMT).		
<b>Service Type</b>	Local/ Intercity Bus (Short Distances)	Yes
<b>Yr1 Ridership</b>	18,500	Yes
<b>YrF Ridership</b>	20,400	Yes
<b>Adjustment Factor (A)</b>	0.50	Yes
<b>Length of Average Trip (L)</b>	4.76	Yes
<b>GHG Emission Reductions</b>	45.17	Calculated
This section is used to estimate the net emission reductions from new service or from the purchase of new zero-emission/hybrid vehicle(s).		
<b>Vehicle Type</b>		No
<b>Hybrid Vehicle</b>		No
<b>Fuel/Energy Type</b>		No
<b>Project Specific Emission Factor</b>		No
<b>Model Year</b>		No
<b>Annual VMT</b>		No
<b>Annual Fuel/Energy</b>		No
<b>GHG Emissions</b>	Not Applicable	Calculated
This section is used to estimate the net emission reductions from vehicle replacement or fuel/energy reductions as a result of the proposed project.		
<b>Additional GHG Reductions</b>	Not Applicable	Optional
<b>Vehicle Type</b>		No



**California Air Resources Board**  
**Calculator Tool for the**  
**California Department of Transportation**  
**Low Carbon Transit Operations Program**  
**Greenhouse Gas Reduction Fund**  
**Fiscal Year 2017-18**

<b>Fuel/Energy Type</b>		No	Not applicable for this project type.
<b>Model Year</b>		No	Not applicable for this project type.
<b>Annual VMT</b>		No	Not applicable for this project type.
<b>Annual Fuel/Energy</b>		No	Not applicable for this project type.
<b>GHG Reductions</b>	Not Applicable	Calculated	Not applicable for this project type.
This section is used to gather the total Greenhouse Gas Reduction Fund (GGRF) funding requested or awarded.			
<b>FY 2017-18 LCTOP GGRF Funds Requested</b>	\$231,865.00	Yes	The amount of FY 2017-18 LCTOP dollars the applicant is requesting from Caltrans per State Controller's Office Eligible list for FY 2016-17.
<b>Total LCTOP GGRF Funds Requested</b>	\$463,730.00	Yes	The amount equal to FY 2017-18 LCTOP Funds Requested plus all LCTOP dollars from Caltrans that have previously been awarded to the same project and any future LCTOP dollars that the project plans to apply for. If no other LCTOP funds have been requested, the Total LCTOP GGRF Funds Requested will be the same amount as the FY 2017-18 LCTOP Funds Requested.
<b>Total GGRF Funds Requested</b>	\$463,730.00	Yes	The amount equal to the Total LCTOP Funds Requested plus all GGRF dollars that have previously been awarded to the same project and any other GGRF dollars that the project has or plans to apply for. If no other GGRF funds have been requested, the Total GGRF Funds Requested will be the same amount as the Total LCTOP GGRF Funds Requested.
This section calculates the greenhouse gas (GHG) emission reductions achieved by the proposed project.			
<b>Total Project GHG Reductions</b>	45	Calculated	Total GHG emission reductions (MTCO <sub>2</sub> e) from the project during the useful life.
<b>LCTOP Project GHG Reductions</b>	45	Calculated	This is the portion of GHG emission reductions attributable to funding from LCTOP; GHG emission reductions are prorated according to the level of program funding contributed from LCTOP and other CCI programs, as applicable.



**California Air Resources Board**  
**Calculator Tool for the**  
**California Department of Transportation**  
**Low Carbon Transit Operations Program**  
**Greenhouse Gas Reduction Fund**  
**Fiscal Year 2017-18**

<b>Project Name:</b>	<b>Sunday Transit Service Demon</b>	<b>Contact Name:</b>	<b>Sean Tiedgen</b>
<b>Lead Agency:</b>	<b>Shasta Regional Transportation</b>	<b>Contact Phone #:</b>	<b>(530) 262-6185</b>
<b>Date Completed:</b>	<b>6/30/2021</b>	<b>Contact Email:</b>	<b>stiedgen@srta.ca.gov</b>
<b>Project ID</b>			

Display fields only; no inputs required

	<b>Results</b>	<b>Description</b>
<b>GHG Emission Reduction Start Date (Year)</b>	<b>2019</b>	The first year the proposed LCTOP project will achieve GHG emission reductions.
<b>Total GHG Emission Reductions (MTCO<sub>2</sub>e)</b>	<b>45</b>	Total GHG emission reductions (MTCO <sub>2</sub> e) from the proposed project during the quantification period.
<b>Total GHG Emission Reductions /Total GGRF Funds Requested (MTCO<sub>2</sub>e/\$)</b>	<b>0.0001</b>	The metric to be reported in the application.
<b>LCTOP GHG Emission Reductions (MTCO<sub>2</sub>e)</b>	<b>45</b>	This is the portion of GHG emission reductions attributable to funding from LCTOP; GHG emission reductions are prorated according to the level of program funding contributed from LCTOP and other CCI programs, as applicable.
<b>LCTOP GHG Emission Reductions /Total LCTOP GGRF Funds Requested (MTCO<sub>2</sub>e/\$)</b>	<b>0.0001</b>	The metric to be reported in the application.



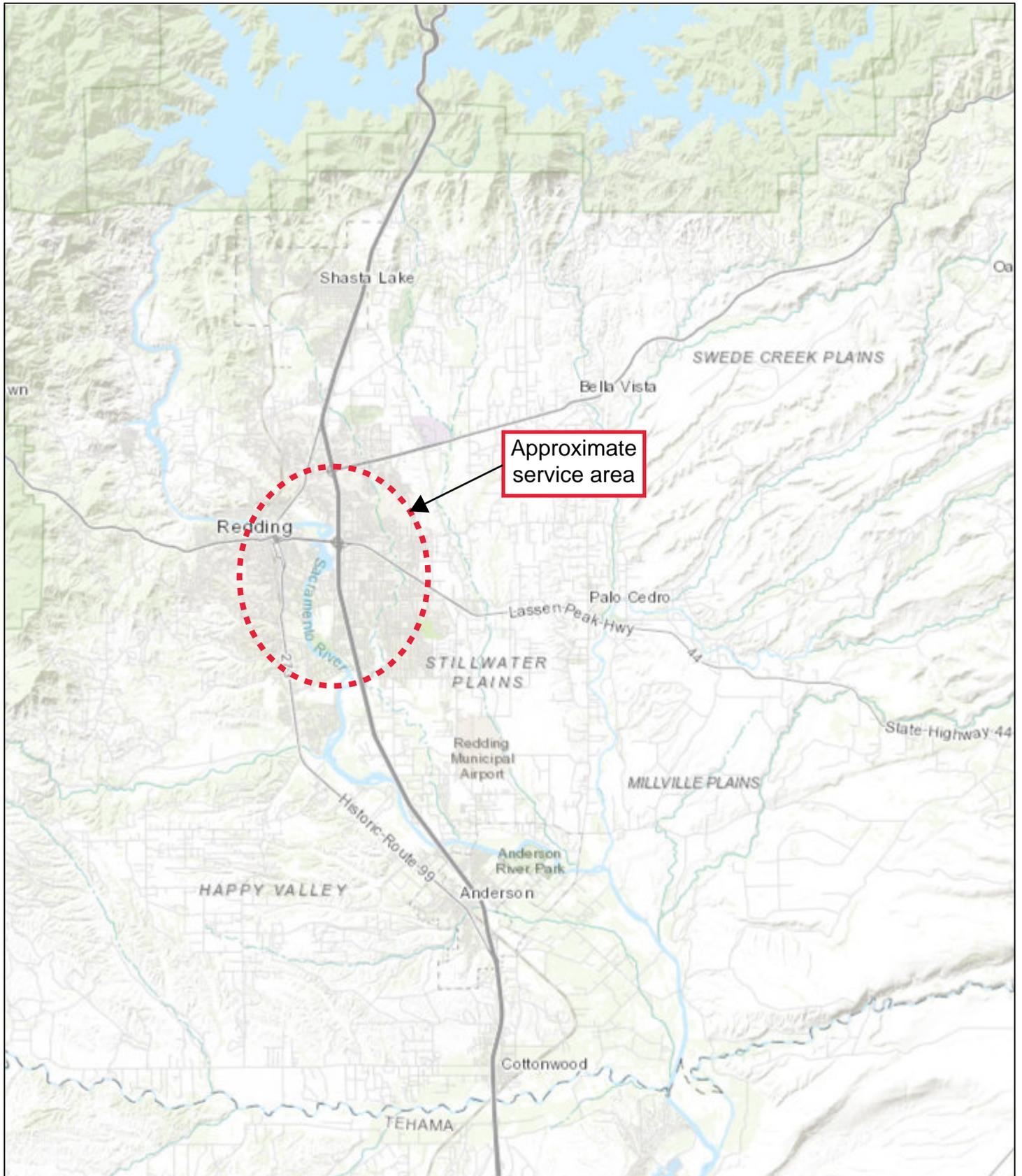
**California Air Resources Board**  
**Calculator Tool for the**  
**California Department of Transportation**  
**Low Carbon Transit Operations Program**  
**Greenhouse Gas Reduction Fund**  
**Fiscal Year 2017-18**

<b>Project Name:</b>	<b>Sunday Transit Service Demonstration Pro</b>	<b>Contact Name:</b>	<b>Sean Tiedgen</b>
<b>Lead Agency:</b>	<b>Shasta Regional Transportation Agency</b>	<b>Contact Phone #:</b>	<b>(530) 262-6185</b>
<b>Date Completed:</b>	<b>6/30/2021</b>	<b>Contact Email:</b>	<b>stiedgen@srta.ca.gov</b>
<b>Project ID</b>			

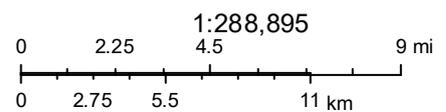
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	<b>Total CCI</b>	<b>Results</b>	
<b>Key Variables</b>	Passenger VMT Reductions (miles)	92,582	
	Fossil Fuel Use Reductions	N/A	
	Renwable Eneergy Generated (kWh)	N/A	
	Fossil Fuel Energy Use Reductions (kWh)	N/A	
<b>Co-Benefits</b>	ROG Emission Reductions (lbs)	6	
	NO <sub>x</sub> Emission Reductions (lbs)	27	
	PM <sub>2.5</sub> Emission Reductions (lbs)	1	
	Diesel PM Emission Reductions (lbs)	3	
	<b>LCTOP</b>	<b>Results</b>	
<b>Key Variables</b>	Passenger VMT Reductions (miles)	92,582	
	Fossil Fuel Use Reductions	N/A	
	Renwable Energy Generation (kWh);	N/A	
	Fossil Fuel Energy Use Reductions (kWh)	N/A	
<b>Co-Benefits</b>	ROG Emission Reductions (lbs)	6	
	NO <sub>x</sub> Emission Reductions (lbs)	27	
	PM <sub>2.5</sub> Emission Reductions (lbs)	1	
	Diesel PM Emission Reductions (lbs)	3	
	<b>Additional CCI Program</b>	<b>Results</b>	
<b>Key Variables</b>	Passenger VMT Reductions (miles)	N/A	
	Fossil Fuel Use Reductions	N/A	
	Renwable Eneergy Generated (kWh)	N/A	
	Fossil Fuel Energy Use Reductions (kWh)	N/A	
<b>Co-Benefits</b>	ROG Emission Reductions (lbs)	N/A	
	NO <sub>x</sub> Emission Reductions (lbs)	N/A	
	PM <sub>2.5</sub> Emission Reductions (lbs)	N/A	
	Diesel PM Emission Reductions (lbs)	N/A	

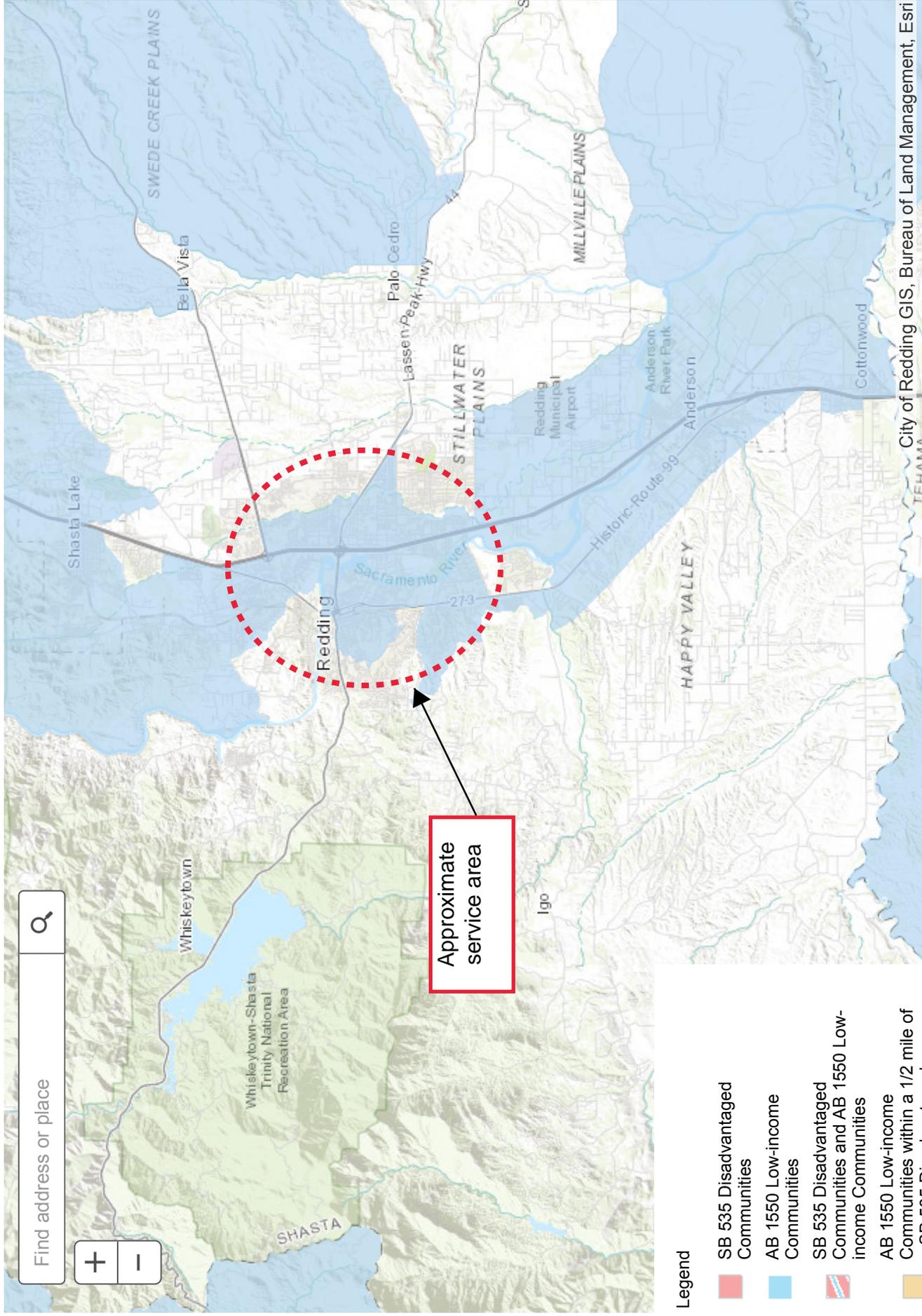
# Sunday Transit Service Disadvantaged Communities Map



March 27, 2018



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community



Legend

- SB 535 Disadvantaged Communities
- AB 1550 Low-income Communities
- SB 535 Disadvantaged Communities and AB 1550 Low-income Communities
- AB 1550 Low-income Communities within a 1/2 mile of a SB 535 Disadvantaged Community

City of Redding GIS, Bureau of Land Management, Esri



# FY 2017-2018 LCTOP

## Authorized Agent

**AS THE** Executive Director  
(Chief Executive Officer/Director/President/Secretary)

**OF THE** Shasta Regional Transportation Agency (SRTA)  
(Name of County/City/Transit Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named Regional Entity/Transit Operator, any actions necessary for the purpose of obtaining Low Carbon Transit Operations Program (LCTOP) funds provided by the California Department of Transportation, Division of Rail and Mass Transportation. I understand that if there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself. I understand the Board must provide a resolution approving the Authorized Agent. The Board Resolution appointing the Authorized Agent is attached.

Daniel S. Little, Executive Director OR  
(Name and Title of Authorized Agent)

Click here to enter text. OR  
(Name and Title of Authorized Agent)

Click here to enter text. OR  
(Name and Title of Authorized Agent)

Click here to enter text. OR  
(Name and Title of Authorized Agent)

Daniel S. Little Executive Director  
(Print Name) (Title)

Will be signed after April 24, 2018, SRTA Board of Directors Meeting  
(Signature)

Approved this 24 day of April, 2018

## Certifications and Assurances

**Lead Agency:** Shasta Regional Transportation Agency (SRTA)

**Project Title:** Sunday Transit Demonstration Project

**Prepared by:** Sean Tiedgen

The California Department of Transportation (Caltrans) has adopted the following Certifications and Assurances for the Low Carbon Transit Operations Program (LCTOP). As a condition of the receipt of LCTOP funds, Lead Agency must comply with these terms and conditions.

### A. General

1. The Lead Agency agrees to abide by the current LCTOP Guidelines and applicable legal requirements.
2. The Lead Agency must submit to Caltrans a signed Authorized Agent form designating the representative who can submit documents on behalf of the project sponsor and a copy of the board resolution appointing the Authorized Agent.

### B. Project Administration

1. The Lead Agency certifies that required environmental documentation is complete before requesting an allocation of LCTOP funds. The Lead Agency assures that projects approved for LCTOP funding comply with Public Resources Code § 21100 and § 21150.
2. The Lead Agency certifies that a dedicated bank account for LCTOP funds only will be established within 30 days of receipt of LCTOP funds.
3. The Lead Agency certifies that when LCTOP funds are used for a transit capital project, that the project will be completed and remain in operation for its useful life.
4. The Lead Agency certifies that it has the legal, financial, and technical capacity to carry out the project, including the safety and security aspects of that project.
5. The Lead Agency certifies that they will notify Caltrans of pending litigation, dispute, or negative audit findings related to the project, before receiving an allocation of funds.
6. The Lead Agency must maintain satisfactory continuing control over the use of project equipment and facilities and will adequately maintain project equipment and facilities for the useful life of the project.
7. Any interest the Lead Agency earns on LCTOP funds must be used only on approved LCTOP projects.
8. The Lead Agency must notify Caltrans of any changes to the approved project with a Corrective Action Plan (CAP).
9. Under extraordinary circumstances, a Lead Agency may terminate a project prior to completion. In the event the Lead Agency terminates a project prior to completion, the Lead Agency must (1) contact Caltrans in writing and follow-up with a phone call verifying receipt of such notice; (2) pursuant to verification, submit a final report indicating the reason for the termination and demonstrating the expended funds were used on the intended purpose; (3) submit a request to reassign the funds to a new project within 180 days of termination.

## Certifications and Assurances

### C. Reporting

1. The Lead Agency must submit the following LCTOP reports:
  - a. Semi-Annual Progress Reports by May 15th and November 15th each year.
  - b. A Final Report within six months of project completion.
  - c. The annual audit required under the Transportation Development Act (TDA), to verify receipt and appropriate expenditure of LCTOP funds. A copy of the audit report must be submitted to Caltrans within six months of the close of the year (December 31) each year in which LCTOP funds have been received or expended.
2. Other Reporting Requirements: ARB is developing funding guidelines that will include reporting requirements for all State agencies that receive appropriations from the Greenhouse Gas Reduction Fund. Caltrans and project sponsors will need to submit reporting information in accordance with ARB's funding guidelines, including reporting on greenhouse gas reductions and benefits to disadvantaged communities.

### D. Cost Principles

1. The Lead Agency agrees to comply with Title 2 of the Code of Federal Regulations 225 (2 CFR 225), Cost Principles for State and Local Government, and 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
2. The Lead Agency agrees, and will assure that its contractors and subcontractors will be obligated to agree, that:
  - a. Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allow ability of individual project cost items and
  - b. Those parties shall comply with Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving LCTOP funds as a contractor or sub-contractor shall comply with Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
3. Any project cost for which the Lead Agency has received funds that are determined by subsequent audit to be unallowable under 2 CFR 225, 48 CFR, Chapter 1, Part 31 or 2 CFR, Part 200, are subject to repayment by the Lead Agency to the State of California (State). All projects must reduce greenhouse gas emissions, as required under Public Resources Code section 75230, and any project that fails to reduce greenhouse gases shall also have its project costs submit to repayment by the Lead Agency to the State. Should the Lead Agency fail to reimburse moneys due to the State within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, the State is authorized to intercept and withhold future payments due the Lead Agency from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

## Certifications and Assurances

### A. Record Retention

1. The Lead Agency agrees, and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the Lead Agency, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), and enable the determination of incurred costs at interim points of completion. All accounting records and other supporting papers of the Lead Agency, its contractors and subcontractors connected with LCTOP funding shall be maintained for a minimum of three (3) years after the "Project Closeout" report or final Phase 2 report is submitted (per ARB Funding Guidelines, Vol. 3, page 3.A-16), and shall be held open to inspection, copying, and audit by representatives of the State and the California State Auditor. Copies thereof will be furnished by the Lead Agency, its contractors, and subcontractors upon receipt of any request made by the State or its agents. In conducting an audit of the costs claimed, the State will rely to the maximum extent possible on any prior audit of the Lead Agency pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the Lead Agency's external and internal auditors may be relied upon and used by the State when planning and conducting additional audits.
2. For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with the performance of the Lead Agency's contracts with third parties pursuant to Government Code § 8546.7, the project sponsor, its contractors and subcontractors and the State shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times during the entire project period and for three (3) years from the date of final payment. The State, the California State Auditor, or any duly authorized representative of the State, shall each have access to any books, records, and documents that are pertinent to a project for audits, examinations, excerpts, and transactions, and the Lead Agency shall furnish copies thereof if requested.
3. The Lead Agency, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission, or any other agency of the State of California designated by the State, for the purpose of any investigation to ascertain compliance with this document.

### F. Special Situations

Caltrans may perform an audit and/or request detailed project information of the project sponsor's LCTOP funded projects at Caltrans' discretion at any time prior to the completion of the LCTOP.

I certify all of these conditions will be met.

Daniel S. Little

*(Print Authorized Agent)*

Executive Director

*(Title)*

**Will be signed after April 24, 2018, SRTA Board of Directors meeting.**

*(Signature)*

*(Date)*

## Allocation

<b>Lead Agency:</b>	Shasta Regional Transportation Agency (SRTA)
<b>Project Title:</b>	Sunday Transit Demonstration Project
<b>Regional Entity:</b>	Shasta Regional Transportation Agency
<b>County:</b>	Shasta

**Lead Agency:** I certify the scope, cost, schedule, and benefits as identified in the attached Allocation Request (Request) and attachments are true and accurate and demonstrate a fully funded operable project. I understand the Request is subject to any additional restrictions, limitations or conditions that may be enacted by the State Legislature, including the State's budgetary process and/or auction receipts. In the event the project cannot be completed as originally scoped, scheduled and estimated, or the project is terminated prior to completion, Lead Agency shall, at its own expense, ensure that the project is in a safe and operable condition for the public. I understand this project will be monitored by the California Department of Transportation - Division of Rail and Mass Transportation.

<b>Authorized Agent:</b>	Daniel S. Little
<b>Title:</b>	Executive Director
<b>Lead Agency:</b>	Shasta Regional Transportation Agency (SRTA)

<b>Signature:</b>	
<b>PUC Funds Type:</b>	99313 \$ 219,120
<b>PUC Funds Type:</b>	99314 \$ 0

**Contributing Sponsor(s):** The contributing sponsor is an entity that passes funds to the Lead Agency to support a project. The contributing sponsor could be the regional entity (PUC 99313) passing their funds to a recipient agency within their region or a recipient agency (PUC 99314) passing their funds through to either a regional entity or a recipient agency within their region. The contributing sponsor(s) must also sign and state the amount and type of LCTOP funds (PUC Sections 99313 and 99314) they are contributing the project. Sign below or attach a separate officially signed letter providing that information. If there is more than one contributing sponsor, please submit additional page, or a letter from the additional Contributing Sponsors.

<b>Authorized Agent:</b>	Brian Crane
<b>Title:</b>	Executive Director
<b>Lead Agency:</b>	Redding Area Bus Authority (RABA)

<b>Signature:</b>	See attached contribution letter.
<b>PUC Funds Type:</b>	99313 \$ 0
<b>PUC Funds Type:</b>	99314 \$ 12,745



# RESOLUTION

<b>RESOLUTION NUMBER:</b>	<b>18-07</b>
<b>SUBJECT:</b>	<b>Authorization for the Execution of the Certifications and Assurances and Authorized Agent Forms for the Low Carbon Transit Operations Program for the following Project: Sunday Transit Service Demonstration Project – for \$231,865</b>

**WHEREAS**, the Shasta Regional Transportation Agency (SRTA) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP), now or sometime in the future, for transit projects; and

**WHEREAS**, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

**WHEREAS**, Senate Bill 862 (2014) named the California Department of Transportation (Caltrans) as the administrative agency for the LCTOP; and

**WHEREAS**, Caltrans has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors; and

**WHEREAS**, the SRTA Board of Directors wishes to delegate authorization to execute these documents and any amendments thereto to the executive director; and

**WHEREAS**, the SRTA Board of Directors wishes to implement the LCTOP project listed above.

**NOW, THEREFORE, BE IT RESOLVED** that the Shasta Regional Transportation Agency:

1. Agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects; and
2. Authorizes the Executive Director to execute all required documents of the LCTOP program and any amendments thereto with Caltrans; and
3. Authorizes submittal of the following project nomination and allocation request to Caltrans in FY 2017-18 LCTOP funds:

**Project Name:** Sunday Transit Demonstration Project  
**Amount of LCTOP funds requested:** \$231,865  
**Short description of project:** Provide “free ride” days.  
**Contributing Sponsor(s):** Redding Area Bus Authority (RABA)

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

---

**Susie Baugh, Chair**  
Shasta Regional Transportation Agency



March 19, 2018

Amar Cid  
Branch Chief  
Department of Transportation  
Division of Rail and Mass Transportation, MS #39  
P.O. Box 942874  
Sacramento, CA 94274-0001

**Subject: Low Carbon Transit Operations Program Contribution**

Dear Ms. Cid:

The Redding Area Bus Authority (RABA) is an eligible recipient of Low Carbon Transit Operations Program (LCTOP) PUC Section 99314 funds and is a contributing sponsor on regional LCTOP projects. RABA requests that the 2017/18 allocation based on PUC 99314 of \$12,745 be released to our regional entity Shasta Regional Transportation Agency (SRTA), so the funds may be applied to a project within our region that meets requirements of the LCTOP Guidelines.

Sincerely,

A handwritten signature in blue ink, appearing to read "B. F. Crane", is written over a horizontal line.

Brian F. Crane, Executive Officer  
Redding Area Bus Authority



Authorized Agent

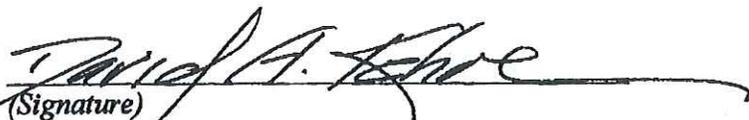
AS THE Chair, Board of Directors  
(Chief Executive Officer / Director / President / Secretary)

OF THE Redding Area Bus Authority  
(Name of County/City Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named Regional Entity/Transit Operator, any actions necessary for the purpose of obtaining Low Carbon Transit Operations Program (LCTOP) funds provided by the California Department of Transportation, Division of Rail and Mass Transportation. This form is valid for Fiscal Year 2014-2015 funds. If there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself. I understand the Board must provide a resolution approving the Authorized Agent. The Board Resolution appointing the Authorized Agent is attached.

Brian F. Crane, Executive Officer OR  
(Name and Title of Authorized Agent)

David Kehoe Chair, Board of Directors  
(Print Name) (Title)

  
(Signature)

Approved this 15th day of June, 2015

Attachment: Board Resolution approving Authorized Agent

**RESOLUTION NO. RABA 2015 - 06**

**A RESOLUTION OF THE REDDING AREA BUS AUTHORITY FOR THE EXECUTION  
OF THE CERTIFICATIONS AND ASSURANCES FOR THE  
LOW CARBON TRANSIT OPERATIONS PROJECT**

**WHEREAS**, Redding Area Bus Authority (RABA) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Project (LCTOP), now or sometime in the future, for transit projects; and

**WHEREAS**, the statutes related to state funded transit projects require a local or regional implementing agency to abide by various regulations; and

**WHEREAS**, Senate Bill 862 (2014) named the California Department of Transportation (Caltrans) as the administrative agency for the LCTOP; and

**WHEREAS**, Caltrans has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors; and

**WHEREAS**, RABA wishes to delegate authorization to execute these documents and any amendments thereto to the Executive Officer.

**NOW, THEREFORE, IT IS RESOLVED** that the Board of Directors of the Redding Area Bus Authority agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

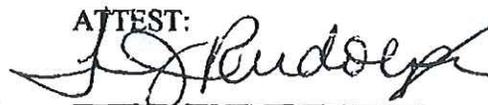
**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Redding Area Bus Authority Executive Officer is authorized to execute all required documents for the LCTOP program and any amendments thereto with Caltrans.

**I HEREBY CERTIFY** the foregoing resolution was introduced, read and adopted at the regular meeting of the Board of Directors of the Redding Area Bus Authority on the 15<sup>th</sup> day of June, 2015, by the following vote:

**AYES:** BOARD MEMBERS: Cadd, Cornick, Kern, McArthur, Sullivan, Schreder, Weaver, and Kehoe  
**NOES:** BOARD MEMBERS: None  
**ABSENT:** BOARD MEMBERS: None  
**ABSTAIN:** BOARD MEMBERS: None

  
DAVID KEHOE, Chair

**APPROVED AS TO FORM:**  
  
BARRY E. DeWALT, General Counsel

**ATTEST:**  
  
PAMELA MIZE, City Clerk  
and Secretary to RABA

for

# RESOLUTION



<b>RESOLUTION NUMBER:</b>	<b>16-13</b>
<b>SUBJECT:</b>	<b>2016 Shasta Participation and Partnership Plan (Title VI)</b>

**WHEREAS**, U.S. Code of Federal Regulations (23 CFR 450.316) guides the implementation of Fixing America's Surface Transportation (FAST) Act with respect to the adoption of a Public Participation Plan by each Metropolitan Planning Organization (MPO); and

**WHEREAS**, the Shasta Regional Transportation Agency (SRTA) is the designated MPO for the Shasta Region and is responsible to carry out the transportation planning and programming process; and

**WHEREAS**, the Public Participation Plan has been made available for public review for the required 45 days; and

**WHEREAS**, the board of directors has considered all relevant information, including the factors set forth in the federal regulations that guide the implementation of the FAST Act; and all relevant verbal and written comments which have been submitted in a timely manner; and

**WHEREAS**, all interested agencies, organizations and persons have been given opportunity to be heard with respect to any matters relating to the proposed Public Participation Plan; and

**WHEREAS**, the proposed Public Participation Plan meets or exceeds the requirements of federal and state regulations:

**NOW, THEREFORE, BE IT RESOLVED** that the Shasta Regional Transportation Agency approves and adopts the 2016 Shasta Participation and Partnership Plan (Title VI).

**PASSED AND ADOPTED** this 13th day of December, 2016, by the Shasta Regional Transportation Agency.

A handwritten signature in blue ink, appearing to read "Leonard Moty", is written over a horizontal line.

**Leonard Moty, Chair**  
Shasta Regional Transportation Agency

**DEPARTMENT OF TRANSPORTATION**

DIVISION OF TRANSPORTATION PLANNING, MS-32

1120 N STREET

P.O. BOX 942874

SACRAMENTO, CA 94274-0001

PHONE (916) 653-1818

FAX (916) 653-1447

www.dot.ca.gov

TTY 711

*Serious drought.  
Help save water!*

September 15, 2014

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

Dear Mr. Little:

Thank you for submitting Shasta Regional Transportation Agency's Title VI Plan. Upon review, we have determined that it meets the requirements set forth in the Federal Transit Administration's (FTA) Title VI Circular, 4702.1B, "Title VI Program Guidelines for Federal Transit Administration Recipients," effective October 1, 2012. This Title VI Plan becomes part of your Certifications and Assurances. The Title VI Plan must be updated and submitted every three years, which will be June 2017 for your agency.

We thank you for partnering with us to meet the new FTA compliance requirements. Please feel free to contact Erin Thompson of my staff at (916) 654-2596 should you have any questions or need immediate technical assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "Garth Hopkins", with a long, sweeping underline.

GARTH HOPKINS  
Chief, Office of Regional and Interagency Planning

**Attachment**

c: Erin Thompson, Senior Transportation Planner, Caltrans, Headquarters  
Tyler Monson, Associate Transportation Planner, Caltrans, Headquarters  
Michelle Millette, Senior Transportation Planner, Caltrans, District 2  
Marcelino Gonzalez, Associate Transportation Planner, Caltrans, District 2

**From:** Grah, Kathy M@DOT  
**To:** [Keith Williams](#)  
**Cc:** [Jenn Pollom](#); [Monson, Tyler J@DOT](#)  
**Subject:** RE: Have not found letter yet  
**Date:** Thursday, March 30, 2017 9:42:58 AM

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Just got off phone with Tyler. He stated that Caltrans does not offer a formal approval letter for Public Participation.

He thought most likely it was your Board Resolution adopting the plan.

Kathy Grah  
Caltrans-District 2  
Office Chief, Regional and Community Planning  
Senior Transportation Planner  
1657 Riverside Drive MS 7  
Redding, CA 96001  
(530) 229-0517

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**From:** Grah, Kathy M@DOT  
**Sent:** Thursday, March 30, 2017 9:33 AM  
**To:** 'Keith Williams' <[kwilliams@srta.ca.gov](mailto:kwilliams@srta.ca.gov)>  
**Subject:** Have not found letter yet

Just updating you-

I did not find letter on our drive.

I am asking Tyler in Headquarters.

I have a SR 273 Meeting to attend.

Thank you

Kathy Grah  
Caltrans-District 2  
Office Chief, Regional and Community Planning  
Senior Transportation Planner  
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Redding, CA 96001  
(530) 229-0517