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Daniel S. Little, Executive Director

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March 25, 2021

Cherie Clark  
Caltrans District 2  
1657 Riverside Drive  
Redding, CA 96001

**Re: Administrative Amendment #2 to the FY 2020/21 Overall Work Program**

Ms. Clark,

Enclosed are the following documents for Administrative Amendment #2 to SRTA's FY 2020/21 Overall Work Program:

- Worksheets with highlighted changes; and
- Revised Overall Work Program Agreement (OWPA).

In summary, the following changes were made:

- FHWA PL Carryover (\$177,961) was moved from Work Element 704.01 (Public Information & Participation) to Work Element 706.02 (Public Transit Planning) to align with current planning activities.
- PPM (\$30,282) under Work Element 707.08 (ShastaReady) was changed to FHWA PL in order to match the local match fund source stated in the grant agreement. In order to rebalance revenues by fund source, an equal amount of FHWA PL was changed to PPM in Work Element 701.12 (Long-Range Transit Plan). Some additional local funds (LTF) was also added to Work Element 701.12.
- Toll credits were deleted from Work Element 707.08 (ShastaReady Adaptation Plan) because the Adaptation Planning grant serves as match to the FHWA PL funds.

The OWPA was also corrected to place carryover funds into the carryover column and make the adjustment to the Toll Credits based on third bullet item above.

Regards,

A handwritten signature in blue ink that reads "Daniel Wayne". The signature is written in a cursive style and is positioned above a horizontal line.

Daniel Wayne, Senior Transportation Planner  
Shasta Regional Transportation Agency (MPO)

SHASTA REGIONAL TRANSPORTATION AGENCY

Summary of 2020/21 Overall Work Program Funding Requirements

Adopted April 28, 2020

Administrative Amendment #2\_vMar25

| 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 | SHA               | Total               |
|--------------|--|---|---------------------|----------------------------------|-------------------|------------------|--------------------|------------------|-------------------|-------------------|--------------------------|---------------------------|-------------------|-------------------|---------------------|
|              |  | 100.00%   | 11.47%              | 11.47%                           | 100%              | 100%             | 100%               |                  | 100%              | 100%              | 100%                     | 100%                      |                   |                   |                     |
| <b>701</b>   | <b>SYSTEM PLANNING</b>                                     | <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                               | \$ 121,906  | 13,983              |                                  |                   |                  |                    |                  |                   |                   |                          |                           |                   |                   | \$ 121,906          |
| 701.03       | Performance Measures                                       | \$ 9,833  | 1,128               |                                  |                   |                  |                    |                  |                   |                   |                          |                           |                   |                   | \$ 9,833            |
| 701.09       | Air Quality  | \$ 5,080  | 583                 |                                  |                   |                  |                    |                  |                   |                   |                          |                           |                   |                   | \$ 5,080            |
| 701.11       | Regional Data  | \$ -  | 0                   |                                  |                   |                  |                    |                  |                   | \$ 48,354         |                          |                           |                   |                   | \$ 48,354           |
| 701.12       | Long Range Transit Plan (FY 18/19 SB1)                     | \$ 65,218   | 7,481               |                                  |                   |                  |                    |                  | \$ 59,946         | \$ -              |                          |                           | \$ 144,544        |                   | \$ 269,708          |
| 701.13       | SCS Development & Support (FY 19/20 SB1)                   | \$ -  |                     |                                  |                   |                  |                    |                  |                   | \$ 26,002         |                          |                           | \$ 30,588         |                   | \$ 56,589           |
| 701.14       | SCS Development & Support (FY20/21 SB1)                    | \$ -  |                     |                                  |                   |                  |                    |                  | \$ 14,148         | \$ 7,588          |                          |                           | \$ 167,765        |                   | \$ 189,501          |
|              | <b>Subtotal Work Element 701</b>                           | <b>\$ 202,037</b>   | <b>\$ 23,174</b>    | <b>\$ -</b>                      | <b>\$ -</b>       | <b>\$ -</b>      | <b>\$ -</b>        | <b>\$ -</b>      | <b>\$ 74,093</b>  | <b>\$ 81,944</b>  | <b>\$ -</b>              | <b>\$ -</b>               | <b>\$ 342,897</b> | <b>\$ -</b>       | <b>\$ 700,971</b>   |
| <b>702</b>   | <b>WORK PROGRAM AND ADMINISTRATION</b>                     |   |                     |                                  |                   |                  |                    |                  |                   |                   |                          |                           |                   |                   |                     |
| 702.01       | Transportation Improvement Programs (TIPS)                 | \$ 89,934   | 10,315              |                                  |                   |                  |                    |                  |                   |                   |                          |                           |                   |                   | \$ 89,934           |
| 702.02       | Overall Work Program                                       | \$ 67,411   | 14,728              |                                  |                   | \$ 60,994        |                    |                  | \$ 39,221         |                   |                          |                           |                   |                   | \$ 167,626          |
| 702.03       | Grant Writing and Technical Assistance                     |   |                     |                                  |                   |                  |                    |                  | \$ 46,165         |                   |                          |                           |                   |                   | \$ 46,165           |
|              | <b>Subtotal Work Element 702</b>                           | <b>\$ 157,345</b>   | <b>25,043</b>       | <b>0</b>                         | <b>\$ -</b>       | <b>\$ 60,994</b> | <b>\$ -</b>        | <b>\$ -</b>      | <b>\$ 85,386</b>  | <b>\$ -</b>       | <b>\$ -</b>              | <b>\$ -</b>               | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ 303,726</b>   |
| <b>703</b>   | <b>NON-MOTORIZED PLANNING</b>                              |   |                     |                                  |                   |                  |                    |                  |                   |                   |                          |                           |                   |                   |                     |
| 703.01       | Active Transportation Planning                             | \$ 39,630   | 4,546               |                                  | \$ -              |                  |                    |                  | \$ 2,000          | \$ 7,273          |                          |                           |                   |                   | \$ 48,903           |
| 703.05       | Sustainable Shasta (carryover)                             |   |                     |                                  |                   |                  |                    | \$ 75,401        |                   | \$ 13,642         |                          |                           |                   |                   | \$ 89,043           |
| 703.06       | Shasta Trunk Lines   |   | 0                   |                                  | \$ -              |                  |                    |                  |                   | \$ 78,517         |                          |                           | \$ 584,545        |                   | \$ 663,062          |
|              | <b>Subtotal Work Element 703</b>                           | <b>\$ 39,630</b>  | <b>4,546</b>        | <b>0</b>                         | <b>\$ -</b>       | <b>\$ -</b>      | <b>\$ -</b>        | <b>\$ 75,401</b> | <b>\$ 2,000</b>   | <b>\$ 99,432</b>  | <b>\$ -</b>              | <b>\$ -</b>               | <b>\$ -</b>       | <b>\$ 584,545</b> | <b>\$ 801,008</b>   |
| <b>704</b>   | <b>PUBLIC AND INTER-AGENCY PARTICIPATION</b>               |   |                     |                                  |                   |                  |                    |                  |                   |                   |                          |                           |                   |                   |                     |
| 704.01       | Public Information & Participation                         | \$ 96,473   | 11,065              |                                  | \$ -              |                  |                    |                  |                   |                   |                          |                           |                   |                   | \$ 96,473           |
|              | <b>Subtotal Work Element 704</b>                           | <b>\$ 96,473</b>  | <b>11,065</b>       | <b>0</b>                         | <b>\$ -</b>       | <b>\$ -</b>      | <b>\$ -</b>        | <b>\$ -</b>      | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>              | <b>\$ -</b>               | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ 96,473</b>    |
| <b>705</b>   | <b>PLANNING TOOLS</b>                                      |   |                     |                                  |                   |                  |                    |                  |                   |                   |                          |                           |                   |                   |                     |
| 705.02       | GIS Applications   |   | 0                   |                                  |                   |                  |                    |                  |                   | \$ 41,890         | \$ -                     |                           |                   |                   | \$ 41,890           |
| 705.05       | Travel Demand Model  | \$ 79,020   | 9,064               |                                  |                   |                  |                    |                  |                   |                   |                          |                           |                   |                   | \$ 79,020           |
|              | <b>Subtotal Work Element 705</b>                           | <b>\$ 79,020</b>  | <b>9,064</b>        | <b>0</b>                         | <b>\$ -</b>       | <b>\$ -</b>      | <b>\$ -</b>        | <b>\$ -</b>      | <b>\$ -</b>       | <b>\$ 41,890</b>  | <b>\$ -</b>              | <b>\$ -</b>               | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ 120,910</b>   |
| <b>706</b>   | <b>PUBLIC TRANSPORTATION PLANNING</b>                      |   |                     |                                  |                   |                  |                    |                  |                   |                   |                          |                           |                   |                   |                     |
| 706.02       | Public Transportation Planning & Coordination              |   | 22,564              |                                  | \$ 177,960        | \$ 18,760        | \$ 1               |                  | \$ 36,180         |                   | \$ -                     |                           |                   |                   | \$ 232,901          |
| 706.03       | RABA Short Range Transit Plan (uses RABA's LTF allocation) |   | 0                   |                                  |                   |                  |                    |                  |                   |                   |                          |                           |                   |                   | \$ -                |
| 706.06       | Greenhouse Gas Reduction Fund Programs (LCTOP)             |   | 0                   |                                  |                   |                  |                    |                  | \$ 27,998         |                   |                          |                           |                   |                   | \$ 27,998           |
|              | <b>Subtotal Work Element 706</b>                           | <b>\$ -</b>   | <b>22,564</b>       | <b>0</b>                         | <b>\$ 177,960</b> | <b>\$ 18,760</b> | <b>\$ 1</b>        | <b>\$ -</b>      | <b>\$ 64,178</b>  | <b>\$ -</b>       | <b>\$ -</b>              | <b>\$ -</b>               | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ 260,899</b>   |
| <b>707</b>   | <b>SPECIAL PROJECTS</b>                                    |   |                     |                                  |                   |                  |                    |                  |                   |                   |                          |                           |                   |                   |                     |
| 707.01       | Corridor Studies & Project Review                          | \$ 21,211   | 2,433               |                                  |                   |                  |                    |                  |                   |                   |                          |                           |                   |                   | \$ 21,211           |
| 707.03       | Alternative Fuels Vehicle Planning                         | \$ 35,779   | 4,104               |                                  |                   |                  |                    |                  |                   |                   |                          |                           |                   |                   | \$ 35,779           |
| 707.04       | Goods & Freight Coordination and Planning                  | \$ 2,128  | 244                 |                                  |                   |                  |                    |                  |                   | \$ 10,357         |                          |                           |                   |                   | \$ 12,485           |
| 707.08       | ShastaReady Adaptation Planning                            | \$ 30,282   | 0                   |                                  |                   |                  |                    |                  |                   | \$ -              |                          | \$ 233,735                |                   |                   | \$ 264,016          |
|              | <b>Total Work Element 707</b>                              | <b>\$ 89,400</b>  | <b>6,781</b>        | <b>\$ -</b>                      | <b>\$ -</b>       | <b>\$ -</b>      | <b>\$ -</b>        | <b>\$ -</b>      | <b>\$ -</b>       | <b>\$ 10,357</b>  | <b>\$ -</b>              | <b>\$ 233,735</b>         | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ 333,492</b>   |
| <b>708</b>   | <b>TRANSPORTATION DEVELOPMENT ACT</b>                      |   |                     |                                  |                   |                  |                    |                  |                   |                   |                          |                           |                   |                   |                     |
| 708.03       | Transportation Development Act Management                  |   | 0                   | 0                                |                   |                  |                    |                  | \$ 126,546        |                   |                          |                           |                   |                   | \$ 126,546          |
| 708.04       | Transit and CTSA Administration                            |   | 0                   | 0                                |                   |                  |                    |                  | \$ 32,453         |                   |                          |                           |                   |                   | \$ 32,453           |
|              | <b>Subtotal Work Element 708</b>                           | <b>\$ -</b>   | <b>0</b>            | <b>0</b>                         | <b>\$ -</b>       | <b>\$ -</b>      | <b>\$ -</b>        | <b>\$ -</b>      | <b>\$ 158,999</b> | <b>\$ -</b>       | <b>\$ -</b>              | <b>\$ -</b>               | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ 158,999</b>   |
| <b>800</b>   | <b>OTHER</b>   |   |                     |                                  |                   |                  |                    |                  |                   |                   |                          |                           |                   |                   |                     |
| 801.01       | North State Super Region                                   |   | 0                   | 0                                |                   |                  |                    |                  |                   |                   | \$ 2,921                 |                           |                   |                   | \$ 2,921            |
|              | <b>Subtotal Work Element 800</b>                           | <b>\$ -</b>   | <b>0</b>            | <b>0</b>                         | <b>\$ -</b>       | <b>\$ -</b>      | <b>\$ -</b>        | <b>\$ -</b>      | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ 2,921</b>          | <b>\$ -</b>               | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ 2,921</b>     |
|              | <b>Total of Budget by Fund Source</b>                      | <b>\$ 663,905</b>   | <b>\$ 102,237</b>   | <b>\$ -</b>                      | <b>\$ 177,960</b> | <b>\$ 79,754</b> | <b>\$ 1</b>        | <b>\$ 75,401</b> | <b>\$ 384,657</b> | <b>\$ 233,623</b> | <b>\$ 2,921</b>          | <b>\$ 233,735</b>         | <b>\$ 342,897</b> | <b>\$ 584,545</b> | <b>\$ 2,779,398</b> |

\* 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.

**WORK ELEMENT 701.12** **Long Range Transit Plan (FY 2018/19 Funds)**

Agency: **SRTA** **Total Budget (FY 2019/20): \$269,708** **Estimated Budget (FY 2020/21): \$ -**

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2020/21 & 2021/22**

| Staff Allocations and Funding Requirements | FY 2020/21       |                  |                  |                 |                  |                  |             |                   | FY 2021/22   |             |             |               |                |
|--|------------------|------------------|------------------|-----------------|------------------|------------------|-------------|-------------------|--------------|-------------|-------------|---------------|----------------|
|  | Expenditures     |                  | FHWA PL          | Credits Cash*   | Total FHWA       | LTF              | PPM         | SB1 Formula       | Expenditures |             | FHWA C/O    | Toll Credits* | Total FHWA C/O |
|  | Direct           | Indirect         |                  |                 |                  |                  |             | Direct            | Indirect     |             |             |               |                |
| <b>SRTA</b>                                |                  |                  |                  |                 |                  |                  |             |                   |              |             |             |               |                |
| Personnel                                  | \$ 56,764        | \$ 48,311        | \$ 56,532        | \$ 7,324        | \$ 63,856        | \$ 41,219        | \$ -        | \$ -              | \$ -         | \$ -        | \$ -        | \$ -          | \$ -           |
| Services & Supplies                        |                  |                  | \$ -             | \$ -            | \$ -             |                  | \$ -        | \$ -              | \$ -         | \$ -        | \$ -        | \$ -          | \$ -           |
| Human Resources                            | \$ 1,362         |                  | \$ 1,206         | \$ 156          | \$ 1,362         |                  | \$ -        | \$ -              | \$ -         | \$ -        | \$ -        | \$ -          | \$ -           |
| Consultant (Nelson Nygaard)                | \$163,271        |                  |                  |                 |                  | \$ 18,727        | \$ 144,544  |                   |              |             |             |               | \$ -           |
| <i>(reconciled c/o)</i>                    |                  |                  |                  |                 |                  |                  |             |                   |              |             |             |               | \$ -           |
| <b>TOTAL:</b>                              | <b>\$221,397</b> | <b>\$ 48,311</b> | <b>\$ 57,738</b> | <b>\$ 7,481</b> | <b>\$ 65,218</b> | <b>\$ 59,946</b> | <b>\$ -</b> | <b>\$ 144,544</b> | <b>\$ -</b>  | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b>   | <b>\$ -</b>    |

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

**Previous Accomplishments**

Administered consultant procurement process. Initial project kick-off meeting with consultant was held in March 2020 and work begun on initial tasks.

**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 plan 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.

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

This work element is funded with SB 1 Formula Funds, administered through the Caltrans Sustainable Communities Grant Program. The purpose of the LRTP is to help the region achieve ambitious assumptions for expanded public transportation services and ridership in the adopted SCS. Despite recent efforts, ridership is trending downward. The LRTP will identify a range of strategies, with anticipated performance results, that the SRTA Board of Directors may consider for implementation. This work element includes FHWA PL funds and is aligned with federal goals for an effective multimodal network that supports System Efficiency by reducing VMT and maximizing throughput on regionally significant roadways.

**FY 2020/21 Deliverables (anticipated delivery date)**

1) Technical memo documenting research questions and findings (July 2020); 2) Technical memo documenting modeling results and variables affecting the long-range delivery and effectiveness of transit services (Dec 2020); 3) Final Report (Mar 2021).

**Task 1: Long-Range Transit Plan**

| Task/Activity  | Resp. Agency     | Schedule             |
|--|------------------|----------------------|
| 1.1 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.                                       | SRTA, Consultant | July 2020 - Dec 2020 |
| 1.2 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.  |                  |                      |
| 1.3 Perform 'big data' (Streetlight Data contract) analytics, including development of research questions, perform data queries, and report findings.  |                  |                      |
| 1.4 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. |                  |                      |
| 1.5 Develop transit service delivery scenarios and evaluate. Deliverable: technical memo documenting alternative scenarios and respective advantages.  |                  | Dec 2020 - Jan 2021  |
| 1.6 Prepare draft and final report, including presentations to advisory committees, transit partners, and the board of directors. <i>Deliverable: final report. Note: funding expires February 2021, but extended 30 days to end of March.</i>   |                  | Feb 2021 - Apr 2021  |

**WORK ELEMENT 704.01**

**Public Information and Participation**

Agency: **SRTA** Total Budget (FY 2019/20): \$ 96,473

Estimated Budget (FY 2020/21): \$ 96,768

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2020/21 & 2021/22**

| Staff Allocations and Funding Requirements | FY 2020/21       |                  |                             |                  |                  |                   |               |                   |                  | FY 2021/22       |                             |                  |                  |                 |  |
|--|------------------|------------------|-----------------------------|------------------|------------------|-------------------|---------------|-------------------|------------------|------------------|-----------------------------|------------------|------------------|-----------------|--|
|  | Expenditures     |                  | Revenue by Fund Source (\$) |                  |                  |                   |               |                   | Expenditures     |                  | Revenue by Fund Source (\$) |                  |                  |                 |  |
|  | Direct           | Indirect         | FHWA PL                     | Toll Credits*    | Total FHWA PL    | FHWA PL Carryover | Toll Credits* | Total FHWA PL C/O | Direct           | Indirect         | FHWA PL                     | Toll Credits*    | Total FHWA       | LTF             |  |
| <b>SRTA</b>                                |                  |                  |                             |                  |                  |                   |               |                   |                  |                  |                             |                  |                  |                 |  |
| Personnel                                  | \$ 47,509        | \$ 40,434        | \$ 77,856                   | \$ 10,087        | \$ 87,943        |                   |               |                   | \$ 47,509        | \$ 40,434        | \$ 77,856                   | \$ 10,087        | \$ 87,943        | \$ -            |  |
| Services & Supplies                        | \$ 1,000         |                  | \$ 885                      | \$ 115           | \$ 1,000         |                   |               |                   | \$ 1,000         | \$ -             | \$ 885                      | \$ 115           | \$ 1,000         | \$ -            |  |
| Human Resources                            | \$ 1,140         |                  | \$ 1,009                    | \$ 131           | \$ 1,140         |                   |               |                   | \$ 1,140         | \$ -             | \$ 1,009                    | \$ 131           | \$ 1,140         | \$ -            |  |
|  |                  |                  |                             |                  |                  |                   |               |                   | \$ -             | \$ -             | \$ -                        | \$ -             | \$ -             | \$ -            |  |
| Consultant (CivicPlus hosting)             | \$ 5,890         |                  | \$ 5,214                    | \$ 676           | \$ 5,890         |                   |               |                   | \$ 6,185         | \$ -             | \$ -                        | \$ -             | \$ -             | \$ 6,185        |  |
| SSL Certificate/Misc.                      | \$ 500           |                  | \$ 443                      | \$ 57            | \$ 500           |                   |               |                   | \$ 500           | \$ -             | \$ -                        | \$ -             | \$ -             | \$ 500          |  |
| Consultant                                 |                  |                  |                             |                  |                  |                   |               |                   | \$ -             | \$ -             | \$ -                        | \$ -             | \$ -             | \$ -            |  |
| <b>TOTAL:</b>                              | <b>\$ 56,039</b> | <b>\$ 40,434</b> | <b>\$ 85,408</b>            | <b>\$ 11,065</b> | <b>\$ 96,473</b> | <b>\$ -</b>       | <b>\$ -</b>   | <b>\$ -</b>       | <b>\$ 56,334</b> | <b>\$ 40,434</b> | <b>\$ 79,751</b>            | <b>\$ 10,333</b> | <b>\$ 90,083</b> | <b>\$ 6,685</b> |  |

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

**Previous Accomplishments**

Performed SRTA Board of Directors and TAC meetings; adopted 2019 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. Carried out procurement process and contracted for 5-year web hosting. Drafted new agency website design.

**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).

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

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

**FY 2020/21 Deliverables (anticipated delivery date)**

1) Agency website (ongoing); and 2) fiscal year end review of goals in the current Shasta Public Participation and Partnership Plan (Title VI).

| Task 1:              | Agency website (www.srta.ca.gov)  | Resp. Agency        | Schedule            |
|----------------------|---|---------------------|---------------------|
| <b>Task/Activity</b> |   |                     |                     |
| 1.1                  | Ongoing updates and periodic refreshing of 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 2020 - Jun 2022 |
| <b>Task 2:</b>       | <b>Public Information and Notifications</b>   |                     |                     |
| <b>Task/Activity</b> |   | <b>Resp. Agency</b> | <b>Schedule</b>     |
| 2.1                  | 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 2020 - Jun 2022 |
| 2.2                  | 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    |                     |
| 2.3                  | Legal notices and advertisements regarding SRTA planning and programming activities.  | Services & Supplies |                     |
| <b>Task 3:</b>       | <b>Shasta Public Participation and Partnership Plan (Title VI)</b>  |                     |                     |
| <b>Task/Activity</b> |   | <b>Resp. Agency</b> | <b>Schedule</b>     |
| 3.1                  | Track efforts described in the Shasta Public Participation and Partnership Plan (Title VI) (i.e. the 3 A's: Access, Awareness, and Action). Note: the PPP was last updated in 2019 and must be updated every three years. | SRTA                | Jul 2020 - Jun 2022 |

Agency: SRTA Total Budget (FY 2018/19): \$ 232,901 Estimated Budget (FY 2020/21): \$ 228,034

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2020/21 & 2021/22

| Staff Allocations & Funding Requirements | FY 2020/21        |                   |                             |                 |                  |              |               |                    |                   |                  |                   |                  |                   | FY 2021/22        |                 |                             |                  |                  |                 |                    |                  |           |
|--|-------------------|-------------------|-----------------------------|-----------------|------------------|--------------|---------------|--------------------|-------------------|------------------|-------------------|------------------|-------------------|-------------------|-----------------|-----------------------------|------------------|------------------|-----------------|--------------------|------------------|-----------|
|  | Expenditures      |                   | Revenue by Fund Source (\$) |                 |                  |              |               |                    |                   |                  |                   |                  |                   | Expenditures      |                 | Revenue by Fund Source (\$) |                  |                  |                 |                    |                  |           |
|  | Direct            | Indirect          | FTA 5303                    | Toll Credits*   | FTA 5303 Total   | FTA 5303 c/o | Toll Credits* | FTA 5303 c/o Total | FHWA PL C/O       | Toll Credits *   | FHWA PL C/O Total | LTF              | Direct            | Indirect          | FTA 5303        | Toll Credits *              | FTA 5303 Total   | FTA 5303 C/O     | Toll Credits *  | FTA 5303 C/O Total | LTF              |           |
| Personnel                                | \$ 120,645        | \$ 102,679        | \$ 9,236                    | \$ 1,197        | \$ 10,433        |              |               | \$ 157,548         | \$ 20,412         | \$ 177,960       | \$ 34,931         | \$ 120,645       | \$ 102,679        | \$ 9,236          | \$ 1,197        | \$ 10,433                   |                  |                  | \$ 157,548      | \$ 20,412          | \$ 177,960       | \$ 34,931 |
| Services & Supplies                      | \$ 1,815          |                   | \$ 500                      | \$ 65           | \$ 565           | \$ 1         | \$ 0          | \$ 1               |                   |                  | \$ 1,249          | \$ 1,815         |                   | \$ 1,607          | \$ 208          | \$ 1,815                    |                  |                  |                 |                    |                  |           |
| Human Resources                          | \$ 2,895          |                   | \$ 2,563                    | \$ 332          | \$ 2,895         |              |               |                    |                   |                  |                   | \$ 2,895         |                   | \$ 2,563          | \$ 332          | \$ 2,895                    |                  |                  |                 |                    |                  |           |
| Consultant (TBD)                         | \$ 4,867          |                   | \$ 4,309                    | \$ 558          | \$ 4,867         |              |               |                    |                   |                  |                   |                  |                   |                   |                 |                             |                  |                  |                 |                    |                  |           |
| <b>TOTAL:</b>                            | <b>\$ 130,223</b> | <b>\$ 102,679</b> | <b>\$ 16,609</b>            | <b>\$ 2,152</b> | <b>\$ 18,760</b> | <b>\$ 1</b>  | <b>\$ 0</b>   | <b>\$ 1</b>        | <b>\$ 157,548</b> | <b>\$ 20,412</b> | <b>\$ 177,960</b> | <b>\$ 36,180</b> | <b>\$ 125,356</b> | <b>\$ 102,679</b> | <b>\$ 9,434</b> | <b>\$ 1,405</b>             | <b>\$ 10,839</b> | <b>\$ 33,000</b> | <b>\$ 4,275</b> | <b>\$ 37,275</b>   | <b>\$ 36,180</b> |           |

\*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.

**Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives**  
 Properly designed and implemented public transportation services result in increased mode split, thereby reducing VMT and increasing System Performance measures for the vehicle network. Increased public transportation usage also reduce Criteria Pollutants in support of National Ambient Air Quality and reduces transportation sector greenhouse gas emissions in support of CARB-assigned regional greenhouse gas emission reduction targets. □

**FY 2020/21 Deliverables (anticipated delivery date)**  
 Fiscal year end review of implementation of the 2017 Shasta Coordinated Transportation Plan and the effectiveness of these efforts (Jun 2021).

| Task 1:       | Transit Coordination   | Resp. Agency | Schedule             |
|---------------|--|--------------|----------------------|
| Task/Activity |  |              |                      |
| 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 2020 - June 2022 |
| 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.  |              |                      |
| Task 2:       | Public transportation data and analysis  |              |                      |
| Task/Activity |  |              |                      |
| 2.1           | Collect and review transit performance data.   | SRTA         | Jul 2020 - June 2022 |
| 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.  |              |                      |
| Task 3:       | FTA grants technical assistance and management   |              |                      |
| Task/Activity |  |              |                      |
| 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 2020 - June 2022 |
| Task 4:       | 2017 Shasta Coordinated Transportation Plan  |              |                      |
| Task/Activity |  |              |                      |
| 4.1           | Follow-up, and implement, the strategies from the 2017 Shasta Coordinated Transportation Plan.   | SRTA         | Jul 2020 - June 2022 |

**WORK ELEMENT 707.08**

**ShastaReady Adaptation Planning**

Agency: SRTA Total Budget (FY 2019/20): \$ 264,017

Estimated Budget (FY 2020/21): \$ 104,441

**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2020/21 & 2021/22**

| Staff Allocations and Funding Requirements | FY 2020/21        |                  |                             |                       |                  |             |                           | FY 2021/22       |                  |                             |             |
|--|-------------------|------------------|-----------------------------|-----------------------|------------------|-------------|---------------------------|------------------|------------------|-----------------------------|-------------|
|  | Expenditures      |                  | Revenue by Fund Source (\$) |                       |                  |             |                           | Expenditures     |                  | Revenue by Fund Source (\$) |             |
|  | Direct            | Indirect         | FHWA PL                     | FHWA PL Toll Credits* | Total FHWA PL    | PPM         | Caltrans Adaptation Grant | Direct           | Indirect         | PPM                         |             |
| SRTA                                       |                   |                  |                             | Grant used as match   |                  |             |                           |                  |                  |                             |             |
| Personnel                                  | \$ 55,700         | \$ 47,405        | \$ 11,825                   |                       | \$ 11,825        |             | \$ 91,279                 | \$ 55,700        | \$ 47,405        | \$ 103,105                  |             |
| Services & Supplies                        | \$ -              |                  | \$ -                        |                       | \$ -             |             | \$ -                      | \$ -             | \$ -             | \$ -                        |             |
| Human Resources                            | \$ 1,337          |                  | \$ 153                      |                       | \$ 153           |             | \$ 1,183                  | \$ 1,337         | \$ -             | \$ 1,337                    |             |
|  |                   |                  | \$ -                        |                       | \$ -             |             | \$ -                      |                  |                  |                             |             |
| Consultant (TBD)                           | \$ 159,576        |                  | \$ 18,303                   | \$ 18,303             |                  | \$ 141,273  |                           |                  |                  |                             |             |
| (reconciled c/o less personnel)            |                   |                  |                             |                       |                  |             |                           |                  |                  |                             |             |
| <b>TOTAL:</b>                              | <b>\$ 216,613</b> | <b>\$ 47,405</b> | <b>\$ 30,282</b>            | <b>\$ -</b>           | <b>\$ 30,282</b> | <b>\$ -</b> | <b>\$ 233,735</b>         | <b>\$ 57,037</b> | <b>\$ 47,405</b> | <b>\$ 104,441</b>           | <b>\$ -</b> |

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

**Previous Accomplishments**

This is a new work element.

**Objective**

Develop and deliver the ShastaReady Extreme Climate Event Mobility and Adaptation Plan, which will identify regional vulnerabilities to climate change and provide actionable strategies and projects that may help reduce NAAQS-criteria pollutants. Policies shall be incorporated into the regional transportation plan and specific projects from the RTP shall be prioritized or, if needed, added to the RTP projects list. As appropriate, priority projects will be incorporated into the short term transportation improvement program. For new projects, project-specific studies may need to be performed. These will be incorporated into the agencies Overall Work Program as needed.

**Discussion**

This work element will fund the development of the ShastaReady Extreme Climate Event Mobility and Adaptation Plan. The goal of the ShastaReady plan is to support efforts that enhance the resiliency of the transportation system to help protect against climate impacts, especially those that serve the communities most vulnerable to climate change impacts. Potential impacts extend beyond wildfires to include heat, extreme precipitation events, and secondary impacts such as congestion along detour and/or evacuation routes. To the extent practicable, ShastaReady will evaluate regional projects in the RTP and FTIP and their vulnerability to climate changes, as well as identify potential new projects and consider air quality benefits. Final reports will assess how strategies may result in a more climate resilient infrastructure, as well as how they may help improve air quality and reduce emissions of ozone, CO, PM2.5, and PM10. Activities related to climate and greenhouse gases are a State requirement and federal funds will not be used for this portion of the work element.

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

Implementation of ShastaReady supports System Performance by reducing delays associated with the increasing number and intensity of extreme weather events and the duration of impacts. It also addresses safety by identifying escape routes, identifying traffic management strategies, and improving emergency response access and response time. It also addresses Pavement and Bridge Condition by identifying specific facilities that are most vulnerable to extreme weather events and prioritizing projects, or developing new projects, for implementation. Products of ShastaReady will inform the RTP, corridor studies, and TIPs.

**FY 2020/21 Deliverables (anticipated delivery date)**

Existing conditions identification and assessment report (Dec 2020); Adaptation Plan (April 2021).

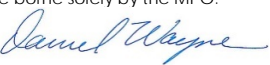
| Task 1:              | Grant administration  | Resp. Agency      | Schedule             |
|----------------------|---|-------------------|----------------------|
| <b>Task/Activity</b> |   |                   |                      |
| 1.1                  | Contract management, fiscal accounting and reporting.   | SRTA              | Jul 2019- June 2021  |
| <b>Task 2:</b>       | <b>Project initiation</b>   |                   |                      |
| <b>Task/Activity</b> |   |                   |                      |
| 2.1                  | Project kick-off meeting  | SRTA              | Jul 2019 - Sept 2019 |
| 2.2                  | Project management  |                   |                      |
| 2.3                  | Establish & Maintain Project TAC  |                   |                      |
| 2.4                  | Draft initial case study  | SRTA & Consultant | Jul 2019 - June 2021 |
| <b>Task 3:</b>       | <b>Identification and Assessment of Existing Conditions</b>   |                   |                      |
| <b>Task/Activity</b> |   |                   |                      |
| 3.1                  | Identify existing conditions of transportation infrastructure   |                   |                      |
| 3.2                  | Assess existing conditions  |                   |                      |
| 3.3                  | Conduct "debriefing" interviews with first responders and governmental entities within impacted regions to identify lessons learned from recent climate events.   | SRTA & Consultant | Sept 2019 - Dec 2020 |
| <b>Task 4:</b>       | <b>Stakeholder Outreach</b>   |                   |                      |
| <b>Task/Activity</b> |   |                   |                      |
| 4.1                  | Plan and conduct public workshops   |                   |                      |
| 4.2                  | Plan and conduct online engagement  | SRTA & Consultant | Jul 2020 - Dec 2020  |
| 4.3                  | Plan and conduct stakeholder meetings   |                   | Jul 2020 - June 2021 |
| <b>Task 5:</b>       | <b>Plan Development</b>   |                   |                      |
| <b>Task/Activity</b> |   |                   |                      |
| 5.1                  | Develop adaptation concepts, alternatives and strategies to create a more transportation system resilient to climate change and that better improves air quality. |                   | Nov 2020 - Mar 2021  |
| 5.2                  | Draft adaptation plan   |                   |                      |
| 5.3                  | Identify potential funding sources  | SRTA & Consultant | Jan - Mar 2021       |
| 5.4                  | Finalize adaptation plan  |                   | April 2021           |
| 5.5                  | Present final plan to SRTA board and others as requested  |                   | June 2021            |

**OVERALL WORK PROGRAM AGREEMENT (OWPA) for  
 Shasta Regional Transportation Agency (MPO)**

FY: 2020/21 OWP Board Approval Date: 4/28/2020 Amendment #: Admin Amend #2 (vMar25)

- The undersigned signatory Metropolitan Planning Organization (MPO) hereby commits to complete, this fiscal year (FY) the annual Overall Work Program (OWP), which has been approved by the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) and is attached as part of this OWPA.
- All of the obligations, duties, terms and conditions set forth in the Master Fund Transfer Agreements (MFTA), and executed January 1, 2015 through December 31, 2024, between the MPO and the Department of Transportation (STATE), are incorporated herein by this reference as part of this OWPA for this FY.
- MPO agrees to comply with Federal, and STATE matching requirements for "Consolidated Planning Grant" (CPG) funds obligated and encumbered against this OWPA: FHWA – Metropolitan Planning (PL), federal/local – 88.53/11.47; FHWA State Planning and Research (SP&R), federal/local – 80/20; FTA Section 5303 and Section 5304, federal/local – 88.53/11.47; State Highway Account (SHA); Road Maintenance and Rehabilitation Account (RMRA) SB1; and Public Transportation Account (PTA) - 88.53/11.47. **All federal and state minimum matching requirements and contractually agreed upon matching obligations must be met.**
- Subject to the availability of funds this FY OWPA funds encumbered by STATE include, but may not exceed, the following:

| Funding Source                 | MIN Required Match % | CURRENT FY Allocated Programmed Amount | CARRYOVER Programmed Amount | Toll Credit Match | Local/In-Kind Match | TOTAL Estimated Expenditures |
|--------------------------------|----------------------|--|-----------------------------|-------------------|---------------------|------------------------------|
| FHWA PL (Toll Credit)          | 11.47%               | \$663,906                              | \$177,960                   | \$93,089          |                     | \$841,866                    |
| FHWA PL (Local/In-kind Match)  | 11.47%               |  |                             |                   |                     | \$0                          |
| FTA 5303 (Toll Credit Match)   | 11.47%               | \$79,754                               | \$1                         | \$9,148           |                     | \$79,755                     |
| FTA 5303 (Local/In-kind Match) | 11.47%               |  |                             |                   |                     | \$0                          |
| FTA 5304                       | 11.47%               |  | \$75,401                    |                   | \$9,769             | \$85,170                     |
| FHWA SPR                       | 20.00%               |  |                             |                   |                     | \$0                          |
| SHA                            | 11.47%               | \$584,545                              |                             |                   | \$75,734            | \$660,279                    |
| SB1 Formula & Competitive      | 11.47%               | \$167,765                              | \$175,131                   |                   | \$44,426            | \$387,322                    |
| PTA Adaptation                 | 11.47%               |  | \$233,735                   |                   | \$30,283            | \$264,018                    |
| <b>Total Programmed Amount</b> |                      | <b>\$1,495,970</b>                     | <b>\$662,228</b>            | <b>\$102,237</b>  | <b>\$160,212</b>    | <b>\$2,318,410</b>           |

| MPO Certification of Programmed Funds   |                                       |
|---|---------------------------------------|
| MPO:  | SHASTA REGIONAL TRANSPORTATION AGENCY |
| The MPO certifies that programmed amounts are representative of eligible and approved activities. Any expenses in excess of available and programmed funds will be borne solely by the MPO. |                                       |
|   | 3/25/2021                             |
| Authorized Signature  | Date                                  |
| Daniel Wayne, Senior Transportation Planner   |                                       |
| Printed Name and Title  |                                       |

| District Approval of Programmed Funds  |                      |
|--|----------------------|
| District:  | District 2 - Redding |
| The District has reviewed and approves the OWPA as submitted. Programmed amounts are representative of eligible and approved activities and is consistent with all obligations as approved in the OWP. |                      |
| Authorized Signature   | Date                 |
| Printed Name and Title   |                      |

| (HQ Department of Transportation Use Only)                              |             |                        |                                   |
|---|-------------|------------------------|-----------------------------------|
| The total amount of all funds encumbered by this document are: \$ _____ |             |                        |                                   |
| Fund Title: _____   | Item: _____ | Chapter Statute: _____ | Fiscal Year: _____                |
| <i>Encumbrance Details:</i>   |             |                        |                                   |
| Accounting Line #   | Project ID# | Amount \$              | Encumbrance Doc (Contract) Number |
|   |             |                        |                                   |

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 Resources/Accounting Officer

\_\_\_\_\_  
 Date