

STAFF REPORT



MEETING DATE:	6/24/14
SUBJECT:	Approve Rural Bikeway and Walkway Transit Projects and Amend Transportation Development Act Policy
AGENDA ITEM:	8
STAFF CONTACT:	Dan Little, Executive Director

SUMMARY

Under the board of director's guidance, rural bikeway and walkway projects that connect to public transit were solicited. Project proposals were received and reviewed by a committee. Two bike lane projects in Burney are recommended for funding. An amendment to SRTA's policy regarding the county's State Transit Assistance (STA) spillover funds is needed to finance the program with non-federal funds.

STAFF RECOMMENDATION:

It is recommended that the board of directors:

1. Approve the attached program of rural bikeway and walkway projects linked to transit services; and
2. Amend Section 1313.2 of the Transportation Development Act (TDA) Handbook Policies and Procedures regarding the county's STA spillover funds (attached).

DISCUSSION:

At the May 7, 2014, meeting, the board of directors instructed staff to develop a program of rural bikeway and walkway projects that connect to public transit and a method to finance them with non-federal funds.

The attached public notice and request for project proposals was submitted. Five proposals were received requesting a total of \$863,000. Two Class II bike lane projects in Burney (Park Avenue and Tamarack Avenue) are recommended for funding. These two projects scored the highest on the selection criteria because of their predominantly rural benefits and their scheduled construction timeline. The project submitted by city of Redding (Win-River Casino to Girvan Road) scored high and could be re-submitted next year. Redding's construction timeline was a year later than the Burney projects and, due to its location on State Route 273, SRTA suggests partnering with Caltrans. The city of Shasta Lake submitted a proposal for a multi-use trail; the project could be considered for funding through the 2% TDA non-motorized process this winter.

Funding small projects such as these with federal funds can be onerous due to the many requirements. State Transit Assistance (STA) funds, on the other hand, may be allocated in any manner the board of directors chooses. Current policy, adopted last year, provides only one option for surplus county STA funds: reallocate the county's unused STA funds to the cities. The intent of this policy was to put unused STA funds to productive use. This 'spillover' to the cities only occurs when the county has no

additional need for their remaining STA apportionment. Modification to existing policy is warranted to give the board of directors more options in the use of county STA spillover.

In light of funding availability, rural non-motorized needs have become more apparent. The proposed amendment to Section 1313.2 of SRTA policies (attached) would allow more flexibility to respond to these needs by giving the board of directors the option to exchange federal dollars for state dollars for projects that meet the Federal Transit Administration (FTA) Section 5311 Rural Transit program eligible uses (i.e. construction of bikeways and walkways that are linked to transit in rural areas). Attached flow charts show how rural non-motorized projects would be funded under existing SRTA policy and how the amended policy would allow those same non-motorized projects to proceed with state funds. Funding examples are rounded in the flowcharts to reflect next year's proposed Transportation Development Act (TDA) budget. After funding the rural non-motorized program, county STA spillover can still flow to the cities. The board of directors may, as a condition of a city getting county STA spillover funds, require a full or partial exchange with Local Transportation Funds (LTF) that are also allocated by SRTA to the cities. The rate of exchange may be dollar-for-dollar or require less LTF so as to be revenue neutral or beneficial to the cities. The exchange rate would be determined annually as part of each TDA budget adopted by the board of directors.

The policy is set up to allow the county to use federal and state rural funds for eligible rural needs, and provide remaining funds to the cities. It would also ensure that cities are not negatively impacted by the STA/LTF exchange. The exchange language is permissive. Cities have the option to not accept county STA spillover funds; however, this is unlikely because the cities stand to break even or benefit from the exchange. Also, cities stand to benefit from rural bikeway and walkway projects in or near their jurisdiction.

The cities are in agreement with the exchange and exchange rate through their claims for TDA funds (See agenda item 9). Similar to other TDA funds held by SRTA, exchanged funds will be accounted for separately and used exclusively for the board-approved bikeway and walkway projects.

ALTERNATIVES:

As discussed at the February 2013, SRTA Board of Directors workshop, STA funds may be allocated in any manner for eligible projects. The board of directors may decline to adopt the amended TDA spillover policies. This would effectively deny all recommended bikeway and walkway projects in this cycle, and require the less efficient use of federal funds for such projects in subsequent annual cycles.

The board may add or remove projects. Added projects could be funded with additional county STA spillover anticipated in the current budget cycle, or in future budget cycles.

OTHER AGENCY INVOLVEMENT:

The funding methodology, project nominations, and preliminary eligibility determinations have been reviewed by TAC. The SRTA Fiscal Committee (board members Moty, Baugh, McArthur) has reviewed the financial methodology and recommends approval of the amended TDA policies. Caltrans reviewed the exchange methodology and retracted the initial concerns expressed by a staff member at the prior board of directors meeting (see attached letter). The recommended program of projects has been reviewed by the cities and county.

FINANCING:

The proposed action would provide funding for \$400,000 in eligible rural bikeway and walkway needs with rural apportionments. The proposal would modify the one-year-old policy to reapportion county rural STA spillover funds to city urbanized areas. The new policy still allows this to occur, but only after board of directors' consideration of all rural needs under eligible TDA and FTA programs.



Daniel S. Little, AICP, Executive Director

Attachments:

- Legal Advertisement – Notice of Opportunity to Comment
- Non-Motorized Bikeway and Walkway Call for Projects
- Project Nominations and Staff Recommendations
- Amendment to Section 1313.2 of the TDA Handbook Policies and Procedures
- Caltrans Letter dated May 30, 2014
- STA Spillover Current Policy Flowchart
- STA Spillover Proposed Policy Flowchart

NOTICE OF OPPORTUNITY TO COMMENT
BIKEWAY AND WALKWAY PROJECTS

SHASTA REGIONAL TRANSPORTATION AGENCY

Notice is hereby given that the Shasta Regional Transportation Agency (SRTA) will consider proposals totaling up to approximately \$400,000 for bikeway and walkway projects. Projects must serve the needs of rural areas and provide connections to general public transit services, such as those provided by the Redding Area Bus Authority (RABA). Rural areas are defined by the United States Census Bureau and generally include most of Shasta County's unincorporated areas, as well as certain fringe areas in the cities of Anderson, Redding and Shasta Lake. A map showing rural areas in relation to areas served by public transit is available on the SRTA website at www.srta.ca.gov.

Eligible agencies include any public agency authorized to develop and construct projects in public rights-of-way such as the county, cities, and tribal governments. Written comments regarding potential projects should be directed to both SRTA and the appropriate eligible agency no later than Monday, June 9, 2014. The SRTA Board of Directors will consider projects at the regular meeting on Tuesday, June 24, 2014, at 3:00 PM at the City of Anderson Council Chambers, 1887 Howard Street, Anderson, CA.

Questions or comments should be directed to Jenn Pollom at 530-262-6190 or jpollom@srta.ca.gov.

DANIEL S. LITTLE
Executive Director
Shasta Regional Transportation Agency
1255 East Street, Suite 202
Redding, CA 96001



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E-Mail srta@srta.ca.gov • HOME PAGE www.srta.ca.gov

Daniel S. Little, Executive Director

May 14, 2014

Interested Agencies:

Consistent with SRTA Board of Directors action last week, staff is seeking nominations for rural non-motorized bikeway and walkway projects. We want to know your agency's needs for consideration in the current year and future funding cycles – as well as consideration for other prospective grant programs. **Please email your eligible project proposals by Monday, June 9, 2014.** We need a basic project description along with purpose/need; a location map; and the project cost/schedule by component (i.e. environmental, design, right-of-way, and construction). Eligible agencies include any public agency authorized to develop and construct projects in public rights-of-way such as the county, cities, and tribal governments. If a project involves work in another agency's right-of-way, you are encouraged to contact that agency prior to submittal.

Up to \$400,000 (approximately) in projects will be considered by the SRTA Board of Directors at the June 24, 2014, meeting. High-cost projects may also be considered by pooling funds over multiple cycles subject to availability. See the attached guidelines and maps for further information.

We look forward to your project proposals; please send them to SRTA by regular mail or email to jpollom@srta.ca.gov by June 9, 2014. Please contact Executive Director Dan Little or Associate Transportation Planner Jenn Pollom with any questions.

Sincerely,

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

Daniel S. Little, AICP, Executive Director
Shasta Regional Transportation Agency (MPO)

DSL/jac

Attachments: Proposed Rural Bikeway and Walkway Eligibility and Funding Criteria
Map of Rural Areas in Shasta County
Map of Rural Areas in Shasta County – Near Cities

Proposed Rural Bikeway and Walkway Eligibility and Funding Criteria

Proposed rural bikeway and walkway projects are intended to augment rural transit and non-infrastructure projects funded under the FTA 5311 program. These projects are proposed to be funded with local Transportation Development Act (TDA) dollars. They are not subject to FTA 5311 processing requirements and reporting. Staff, however, will recommend that eligibility requirements reflect the basic intent of the FTA 5311 program. Specifically, this means projects will be reviewed under the following criteria:

- ✓ The project serves needs of rural communities as shown on the attached maps (US Census).
- ✓ The project provides a connection to general public transit services.
- ✓ The project includes a 10% match, or higher.

Staff also intends to review proposed projects using the TDA criteria for non-motorized projects recently adopted by the SRTA Board of Directors. Most applicable are the following:

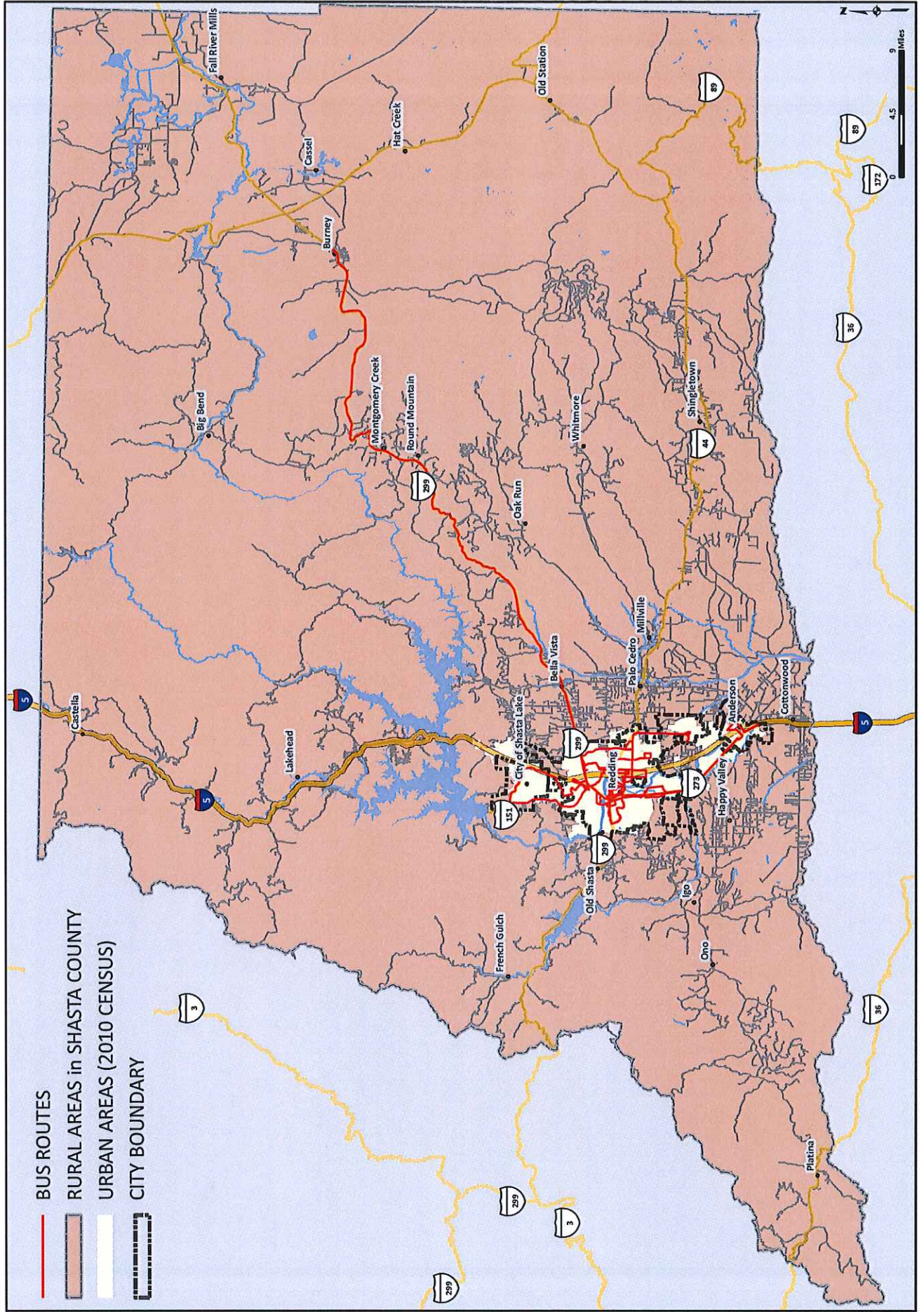
- ❖ The requested funds will not supplant existing programmed funds.
- ❖ Project is not a required element of a larger capital improvement project.
- ❖ Project cost/size is such that it would not effectively compete for other grants.
- ❖ Project is ready for delivery and supported by adequate agency resources.
- ❖ The project's potential to leverage funds from other programs.
- ❖ Funds may be approved for a project development component needed to effectively compete for a state or federal grant.

SRTA will propose to use the same funding procedures in place for other non-motorized projects:

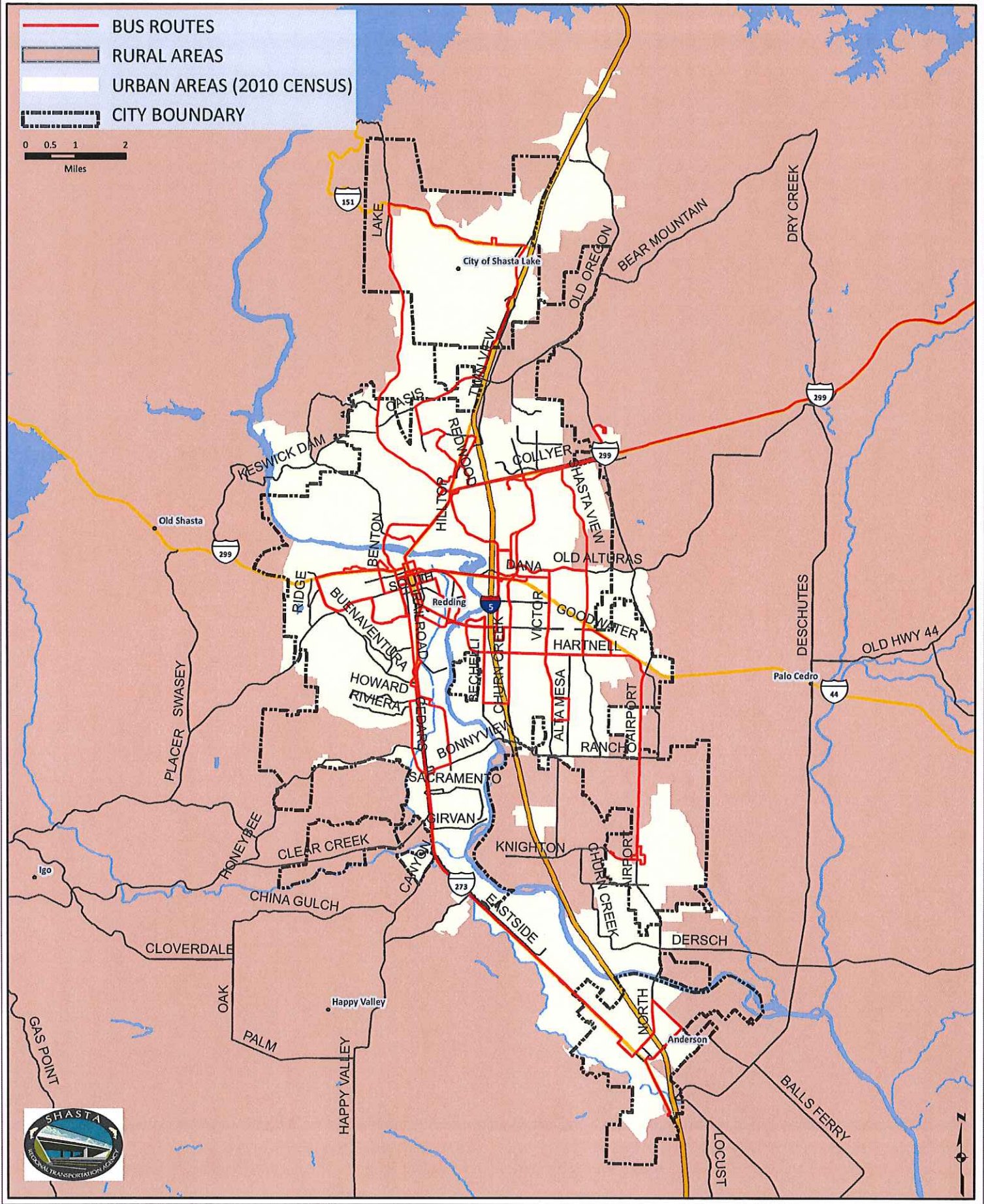
- Payment is on a reimbursement basis subject to available funds.
- Payment terms will be incorporated into SRTA's sub-recipient agreement process.
- Unused funds will be made available for other projects in the region.



RURAL AREAS IN SHASTA COUNTY



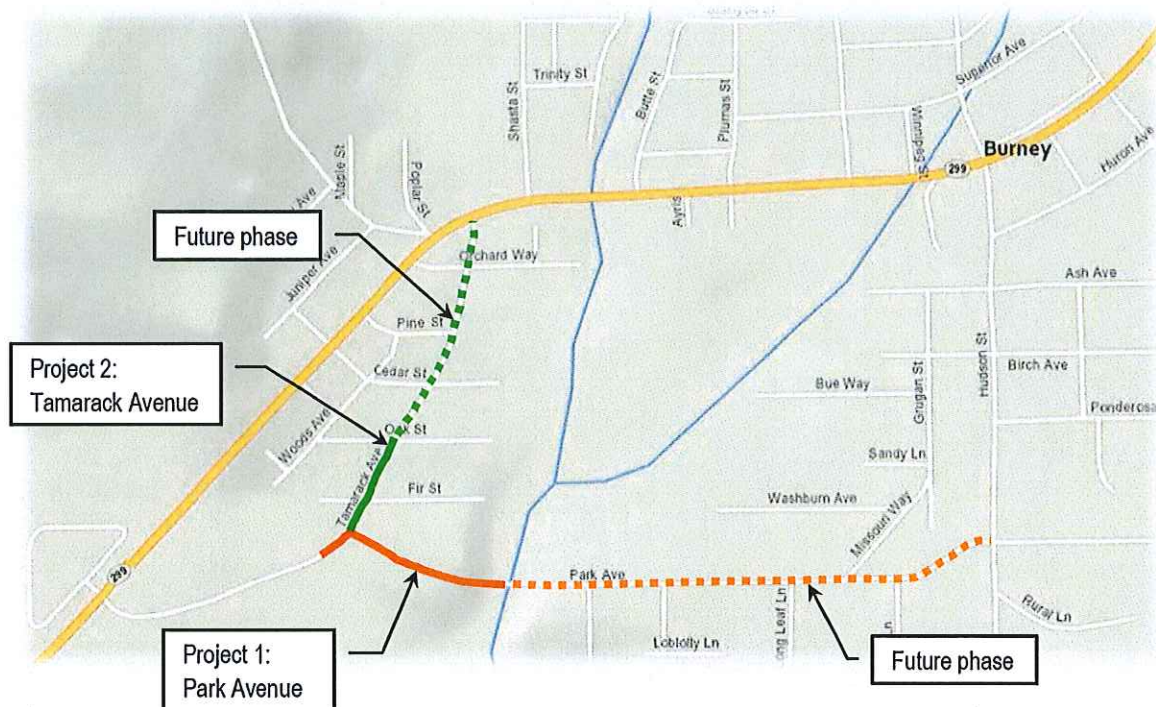
RURAL AREAS IN SHASTA COUNTY - NEAR CITIES



Project Nominations and Staff Recommendations

Rank	Applicant	Project Description	Request	Match	Net Cost	Recommended	Map #
1	County of Shasta	In Burney, on Park Avenue from Burney Creek Bridge to Tamarack Avenue intersection construct 6-foot wide paved shoulders with additional 2-foot wide gravel base shoulders along both sides, new street lights and crosswalk	\$ 237,600	\$ 26,400	\$ 264,000	Yes	1
1	County of Shasta	In Burney, on Tamarack Avenue from intersection with Park Avenue to Oak Street construct 6-foot wide paved shoulders with additional 2-foot wide gravel base shoulders along both sides and new street lights	\$ 162,400	\$ 18,400	\$ 180,800	Yes	1
2	Redding	Pedestrian facilities and bikeway along SH 273 from the Win-River Casino to Girvan Road	\$ 386,000	\$ 75,000	\$ 461,000	No	2
3	City of Shasta Lake	Design and construct approximately 1.5 mile of non-motorized multi-use trail loop on city owned property located north of Margaret Polf Park north of Highway 151	\$ 50,000	\$ 5,555	\$ 55,555	No	3
4	County of Shasta	In Burney, survey and preliminary design of a combination of widened, paved shoulders; and curb, gutter, and sidewalks near the elementary, junior and high schools	\$ 27,000	\$ 3,000	\$ 30,000	No	4

PARK AVENUE & TAMARACK AVENUE BICYCLE AND PEDESTRIAN IMPROVEMENTS PROJECTS



Project Location: Burney, California

Project Type: Rural Non-motorized Bikeway and Walkway Improvements

FTA 5311 Funding Request:

Project 1: \$237,600

Project 2: \$162,400

Project Sponsors:

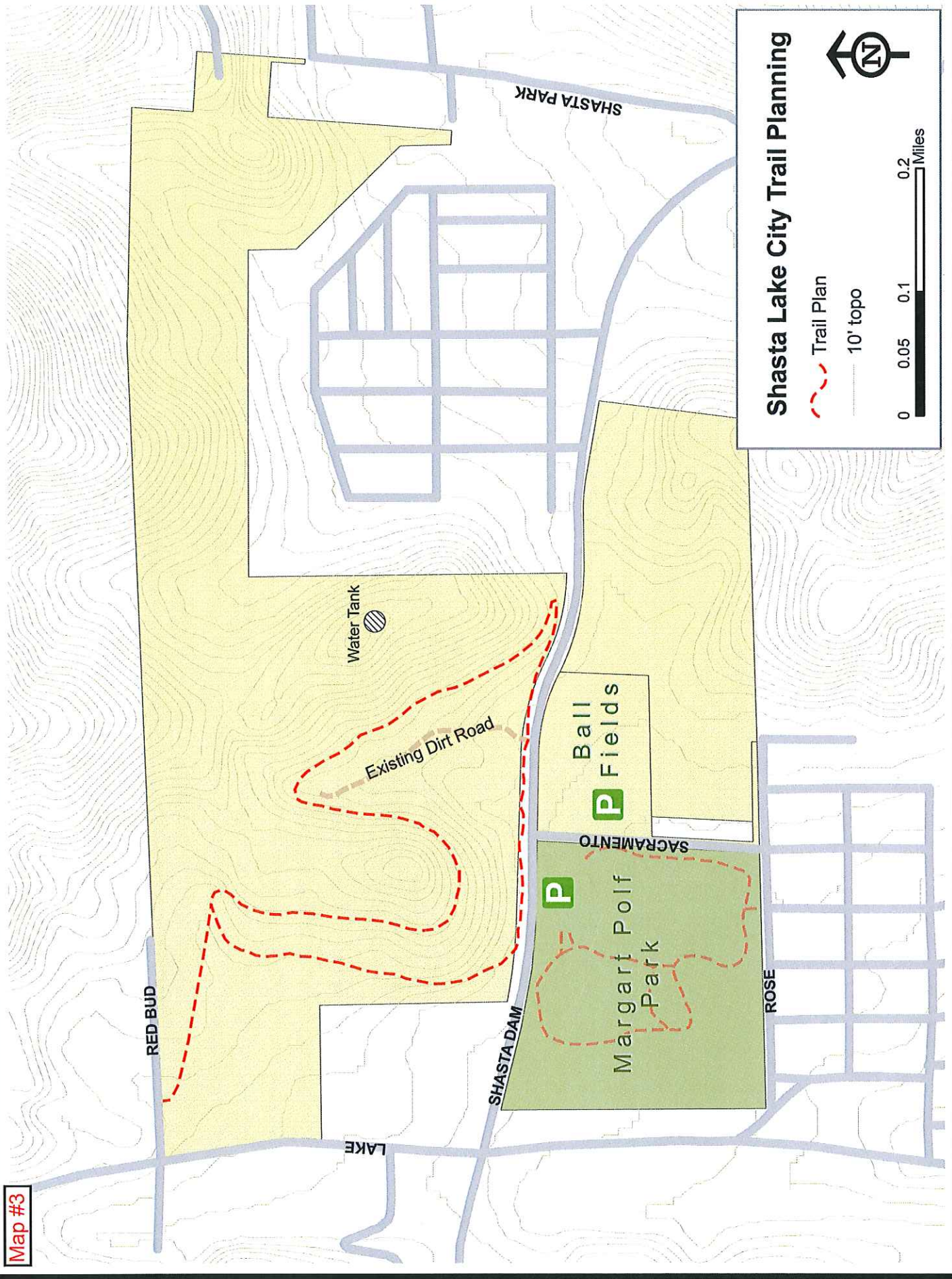


Pit River Tribe
Charles W. White, Tribal Administrator
36970 Park Avenue
Burney, CA 96013
(530) 335-5421
administrator@pitrivertribe.org



Shasta County Department of Public Works
Patrick J. Minturn, Director
1855 Placer Street
Redding, CA 96001
(530) 225-5661
pminturn@co.shasta.ca.us





BURNEY SAFE ROUTES TO SCHOOL SURVEYING AND PLANNING PROJECT



Project Location: Burney, California

Project Type: Rural Non-motorized Bikeway and Walkway Improvements

FTA 5311 Funding Request: \$27,000

Project Sponsor:



Shasta County Department of Public Works

Patrick J. Minturn, Director

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Transportation Development Act Handbook And Policies and Procedures

Section 1313.2: TDA Claim Processing – Methods

1313.2 Methods

Based on the 20-year plan, an 80% service hour and 20% population-based cost sharing method was adopted as the most equitable distribution of transit costs among claimants. The methodology was implemented on October 1, 1994 (Nelson/Nygaard 1994:7.10-7.20). The “unmet transit needs” and “reasonable to meet” definition was revised to incorporate this method (SCTPA 4-96).

The following are written instructions on how to prepare the TDA claims. TDA claims are prepared annually and are used to distribute revenue to the jurisdictions claiming funds (RABA, CTSA, the cities of Anderson, Redding and Shasta Lake, and the county of Shasta). (Board Policy)

1. Estimated Transit Funding Requirements- Determine the claimants’ percentage of transit obligation. The amount of TDA and TDA capital required by RABA is calculated. The amount required to fund RABA is apportioned to the claimants based on the 80% service hour/20% population split. (Board Policy)

RABA Total Operating and Capital Costs Subject to “80/20” allocation

RABA costs are calculated using RABA’s prior year State Controller Report. The total service hours are divided by the prior year costs to get the known cost per service hour. Adjustments are then made using known increases or decreases in RABA’s costs. (Board Policy)

Service Hour and Population Split

- Population Factors are calculated using the current year California Department of Finance E-1 population report.
- Hours by jurisdiction are provided by RABA.
- The allocation is based on the weighted share of population (20% population of the RABA service area) and service hour (80% service hour) for each claimant’s service area.

Sample:

	PUC Section	Countywide Population Service Area	Anderson	Redding	Shasta Lake	County
80/20 Weighted Average Formula	Ref					
Population in RABA Service Area	9	115,723	10,195	90,200	10,077	5,251
Percent of RABA Service Area Population by Jurisdiction		100.00%	8.81%	77.94%	8.71%	4.54%
RABA Service Hours by Jurisdiction	10	137.00	4.04	119.52	5.28	8.16
Percent of Service Hours/Population in each Jurisdiction		100.00%	2.95%	87.24%	3.85%	5.96%
Equals Weighted Average Share	13	100.00%	4.13%	85.38%	4.82%	5.67%
		Budget	Budget	Budget	Budget	Budget
Transit Funding Requirements Under Article 4						
Redding Area Bus Authority	4,500,000	11				
RABA for Operating	99260a	13	4,500,000	185,850	3,842,100	216,900
Other Transit Obligations:						
Burney Express Administration	99260a	14				22,500
Burney Express for Operating	99260a	14	126,800			126,800
Total Transit Obligations Filed Under Article 4			4,626,800	185,850	3,842,100	216,900
						404,450

Use of Federal Funds for Transit Obligation

The transit obligation is calculated from the estimated revenues and distributed to the claimants based on their apportionment. Federal 5307 revenue (urban only- Cities of Redding, Anderson and Shasta Lake) is

1313.2 Methods (continued)

factored in and apportioned based on the urban population. Federal 5311 revenue (rural only) is ~~currently~~ available to the county ~~only~~ and is factored into the county's apportionment. The amount required from each claimant is deducted from the total available resources for each claimant.

Federal Revenue

Federal Transit Administration (FTA) Section 5307 formula funds are applied for by RABA for general operating assistance and capital. Funds are paid directly to RABA and apportioned to the cities based on the urban area population in each jurisdiction.

The county applies for Section 5311 funds for rural areas along with other eligible applicants. 5311 funds are based on a set allocation from the California State Controller.

Sample:

		Total	Anderson	Redding	Shasta Lake	County
Countywide Population as of 1/1/12	9	110,472	10,195	90,200	10,077	
Percent of Population by Jurisdiction		100.00%	9.23%	81.65%	9.12%	
Federal Transit Administration Formula Funds (to be subtracted from transit requirements)						
Less :						
FTA 5307 Operating Apportionment (Cities only)	7	750,000	69,214	612,372	68,413	
FTA 5311 Operating Apportionment (County only)	8	390,928				390,928
Net SRTA Transit Distribution Required		3,485,872	116,636	3,229,728	148,487	13,522

Estimating STA Revenue

The annual STA estimate is provided by the State Controller's Office. STA funds may only be used to fund public transportation.

SRTA will apportion population-based STA funds as follows (Board Policy):

Step 1) The county of Shasta shall be apportioned STA funds in an amount sufficient to cover all SRTA approved STA-eligible transit activities, provided all federal grant funds available in the same year are also expended.

Step 2) In no case shall the county of Shasta percentage of STA funds apportioned exceed the percentage of the unincorporated area population in relation to the total county population.

Step 3) ~~All remaining STA funds shall be apportioned to the cities in proportion to their population among the cities.~~ For surplus county funds, referred to as "STA spillover," the Board of Directors may:

- A. Reapportion all or some of the funds to the cities for STA eligible activities in proportion to their population among the cities; or
- B. Hold the funds in an STA spillover reserve for budgeting in ~~subsequenysubsequent~~ years.

For STA spillover funds reapportioned under Option A, the Board of Directors may condition the claimant to reimburse the agency for up to the same amount of LTF funds in order to augment FTA programs with bikeway and walkway projects approved by the Board of Directors.

	Total	Anderson	Redding	Shasta Lake	County	SRTA	CTSA	Bike and Ped
State Transportation Assistance	985,244	1						
STA Allotment by Fare Box Revenue (Article 4 Only)		60,293	5,564	49,229	5,500	0		
STA Estimate by County-wide Population (Maximum Available) (Lines 24 & 25)		12				373,164		
STA Apportionment Filling County Transit Needs Then Allocated by Remaining Population (Lines 16 & 17)	12	985,244	89,676	793,408	88,638	13,522		
STA Applied to Transit Obligation (See instructions)		1,045,537	95,240	842,697	94,138	13,522		
Transit Obligation Remaining to be paid from LTF (See Instructions)		2,462,835	21,395	2,387,091	54,349	0		
Local Transportation Fund	6,339,970	5						
Local Transportation Fund (LTF) for SRTA Administration	99233.1	2	136,027				136,027	
Article 3 Allocation- Bicycle and Pedestrian (2%)	99233.3	3	124,079					124,079
Article 4.5- Local Transportation Fund (LTF) to fund CTSA (5%)	99233.7	4	303,993				303,993	
Local Transportation Fund (LTF) Available for Distributions	6731	5	5,775,871	2,929,787	327,311	2,187,629		
Distributions of Excess Funds Held by SRTA	6731	6						
Total LTF available for Article 4 transit; and Article 8 streets and roads, bike and ped and transit. (See instructions)		6,339,970	331,144	2,929,787	327,311	2,187,629	136,027	303,993

DEPARTMENT OF TRANSPORTATION

1657 RIVERSIDE DRIVE
REDDING, CA 96001
PHONE (530) 225-2564
FAX (530) 225-2459
TTY 711
www.dot.ca.gov/dist2/



*Serious Drought.
Help save water!*

May 30, 2014

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

Dear Mr. Little

This letter is in regards to your Shasta Regional Transportation Agency (SRTA) Board meeting on May 7, 2014. In particular, this is in reference to agenda item #8 "Approve Federal Transit Administration Section 5311 Program of Projects and Related Actions". During this agenda item, Caltrans representative Michelle Millette, addressed the Board.

During her discussion, she made it clear that Caltrans was confused with the agenda item and was not sure if what was being proposed was allowed under federal regulations and guidelines. Subsequent discussions with you have resolved Caltrans concerns that anything SRTA has proposed is in conflict with federal statute or any other federal or State guidelines. It is unfortunate that our misunderstanding of SRTA's proposal drove some of the discussion on the topic and took the focus away from what was being considered. It was not the proper venue to bring forward such a discussion. This not only could have influenced the outcome of your proposal it may have suggested that you and your staff were not doing completed staff work or were trying to do something not consistent with federal or State policy.

I would like to apologize for the actions of my staff. It is always our intention to work out any clarifications or confusion we may have on SRTA activities with staff directly and not in a public forum and not in a way that creates a non-trusting, confrontational environment. Please let me know if you have any questions or additional concerns.

Sincerely,

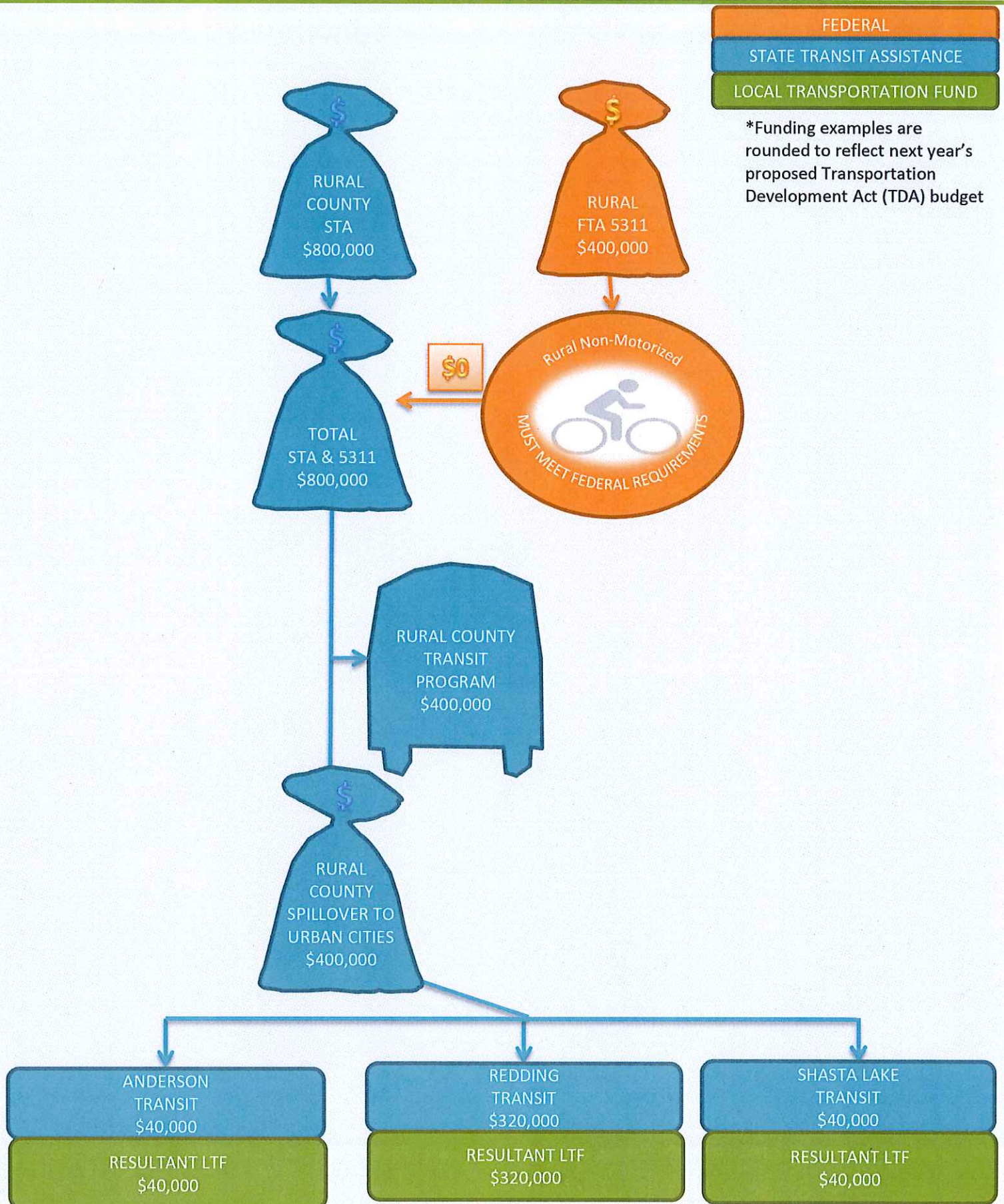
A handwritten signature in cursive script, appearing to read "Dave Moore".

Dave Moore
Deputy District Director
Planning and Local Assistance

RURAL COUNTY TRANSIT & NON-MOTORIZED FUNDING

CURRENT SRTA POLICY

(i.e. what would happen next year if SRTA does not change policy)



RURAL COUNTY TRANSIT & NON-MOTORIZED FUNDING

PROPOSED SRTA POLICY

(i.e. what would happen next year if SRTA does change policy)

FEDERAL
STATE TRANSIT ASSISTANCE
LOCAL TRANSPORTATION FUND

*Funding examples are rounded to reflect next year's proposed Transportation Development Act (TDA) budget

