

REPORT TO SHASTA COUNTY RTPA

SUBJECT	MEETING DATE	ITEM NUMBER
Amendment No. 1 to the 2002/2003 Overall Work Program (OWP)	9/24/02	6

RECOMMENDATION

It is recommended that the Agency consider and approve the proposed Amendment No. 1 to the 2002/2003 Overall Work Program (OWP).

SUMMARY

The 2002/2003 OWP needs to be amended in order to complete City of Shasta Lake and Redding Area Bus Authority (RABA) 2001/2002 products.

DISCUSSION

The City of Shasta Lake had a budget of \$100,000 in the 2001/2002 OWP to perform an aerial survey of the city. During the 2001/2002 fiscal year, 57% of the project was completed. Total expenditures were \$57,290. The delay in the completion of this project is due to the timing of the project. The optimal fly time for aerial surveys is early spring when the sun angle is high and tree cover is minimal. The late start and the time to process the digital images did not allow for project completion in the budgeted fiscal year. The City of Shasta Lake has requested that the remaining \$42,710 in funding for this project be added to the 2002/2003 OWP. Estimated time for completion is Fall 2002.

Redding Area Bus Authority had a budget of \$17,720 in the 2001/2002 OWP to update RABA's web page to include interactive mapping. To date, RABA has acquired the software, compiled the bus stop database, and performed quality control checks. The next step is to retain a consultant to pull the data together for display, utilizing the newly acquired software. The estimated completion date for this project is March 2003 based on a starting date of October 1, 2002.

In the fiscal year 2001/2002, RABA expended a total of \$11,575 for this project. The City of Redding's GIS Division advises that an additional \$9,000 will be required in consulting fees for this project. RABA requests that the RTPA amend the 2002/2003 OWP to include \$9,000 for completion of this project.

ALTERNATIVES

The Agency could choose not to amend the 2002/2003 OWP. This is not recommended, as funding is available to fund the completion of these projects.

OTHER AGENCY INVOLVEMENT

This item was discussed at the September 10, 2002 Technical Advisory Committee (TAC) meeting.

Item 6, Amendment OWP
September 24, 2002
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FINANCING

The 2002/2003 OWP will require additional revenue of \$37,811 Federal Highway Administration (FHWA), \$7,967 Federal Transit Administration (FTA), and \$5,931 In-Kind. These resources are available from the current surplus of prior year funding.



Daniel J. Koyacich, Executive Officer

/jac

Attachment: Minute Order
 Revenue Sources
 2002/2003 Financial Summaries
 2002/2003 OWP Pages 29, 30, 42-44
 RABA Amendment Request dated August 2, 2002
 City of Shasta Lake Amendment Request dated July 23, 2002

SHASTA COUNTY
REGIONAL TRANSPORTATION
PLANNING AGENCY

MINUTE ORDER

STATE OF CALIFORNIA, COUNTY OF SHASTA

The Governing Board of the Shasta County Regional Transportation Planning Agency met in regular session on the 24th day of September 2002 at Redding, California, there being present Board Members Clarke, Comnick, Duryee, Hawes, Kight, McGeorge, and Wilson.

2002/2003 OVERALL WORK PROGRAM AMENDMENT

On recommendation of the Executive Officer Kovacich, and by motion made, seconded and carried, the Board unanimously voted to amend the 2002/2003 Overall Work Program to use carryover funding from the prior years Overall Work Program to complete the City of Shasta Lake's aerial survey, and the Redding Area Bus Authority's website development. This reflects revising work element 703 to add \$7,967 in Federal Transit Administration funds, and in-kind match of \$1,032. The City of Shasta Lake's request revises work element 710 to add \$37,811 in Federal Highway Administration funds, and in-kind match of \$4,899.

STATE OF CALIFORNIA, COUNTY OF SHASTA:

I, DANIEL J. KOVACICH, Executive Officer of the Shasta County Regional Transportation Planning Agency, do hereby certify the foregoing to be a full, true and correct copy of the minute order of said Transportation Planning Agency Governing Board on September 24, 2002.

IN TESTIMONY WHEREOF, I have hereunto set my hand this 24th day of September 2002.

Daniel J. Kovacich, Executive Officer
Shasta County Regional
Transportation Agency

**SHASTA COUNTY REGIONAL TRANSPORTATION PLANNING AGENCY
2002 - 2003 OVERALL WORK PROGRAM**

Available Revenue by Source

With Amendment # 1

Sources of Revenue:	Amount
Federal Highway Administration (FHWA) PL Funds 2002/2003 Allocation	413,988
Federal Highway Administration (FHWA) PL Funds - Carryover from Prior Years <i>\$37,811 carryover from 01/02 for Shasta Lake aerial survey</i>	202,468
Federal Transit Administration (FTA) Planning (Section 5303) Funds 2002/2003 Allocation	41,735
Federal Transit Administration (FTA) Section 5303 - Carryover from Prior Years <i>\$9,000 carryover from 01/02 for RABA web page development</i>	46,777
Transportation Development Act Funds Allocated for Administration and Planning	204,938
Local In-Kind Match <i>\$5,931 Additional Match</i>	47,466
Federal Aviation Administration	0
State Planning Partnership	0
State Subvention	0
Match (Caltrans)	0
Total Resources:	957,372
Total Expenses in OWP:	957,372
Difference between Revenues and Expenses	0

SHASTA COUNTY REGIONAL TRANSPORTATION PLANNING AGENCY
FINANCIAL SUMMARY FOR 2002 - 2003 BY FUNDING SOURCE AND LOCAL AGENCY
2002 - 2003 OVERALL WORK PROGRAM

		A G E N C I E S					F U N D I N G S O U R C E S				
		SHASTA CO	REDDING	SHASTA LAKE	ANDERSON	RABA	FHWA PL	FTA SEC 5303	IN KIND	TDA	ELEMENT SUB-TOTALS
Work Element and Description	Funding Sources										
701 Preparation and Administration of the Regional Transportation Plan	FHWA PL	117,048	3,665		3,661		124,373				
	FTA 5303							0			
	INKIND		0		0				0		
	TDA	15,165	475		474					16,114	
	STATE										
701 Subtotal:		132,211	4,140		4,136		124,373	0	0	16,114	140,487
702 Traffic Circulation Systems	FHWA PL	27,820	80,160	14,283	6,940		129,202				
	FTA 5303							0			
	INKIND	3,604	10,386	1,850	899				16,740		
	TDA	0	0							0	
	STATE										
702 Subtotal:		31,424	90,546	16,133	7,839		129,202	0	16,740	0	145,942
703 Public Transportation	FHWA PL						0				
	FTA 5303					88,512		88,512			
	INKIND					11,112			11,112		
	TDA	0				356				356	
	STATE										
703 Subtotal:		0	0	0	0	99,980	0	88,512	11,112	356	99,980
704 Non-motorized	FHWA PL	6,715	3,842	0	4,243		14,800				
	FTA 5303							0			
	INKIND		498	0	550				1,048		
	TDA	870								870	
	STATE										
704 Subtotal:		7,585	4,340	0	4,793	0	14,800	0	1,048	870	16,718
705 Aviation	FHWA PL	4,360					4,360				
	FTA 5303							0			
	INKIND								0		
	TDA	565								565	
	FAA	0	0								
705 Subtotal:		4,925	0	0	0	0	4,360	0	0	565	4,925
706 Preparation and Administration of the Regional Transportation Improvement Plan	FHWA PL	60,742	2,249	872	1,411		65,274				
	FTA 5303							0			
	INKIND								0		
	TDA	7,870	291	113	183					8,457	
	STATE										
706 Subtotal:		68,612	2,540	985	1,593	0	65,274	0	0	8,457	73,731
707 Administration of the Transportation Development Act	FHWA PL	5,687		0			5,687				
	FTA 5303							0			
	INKIND								0		
	TDA	161,804		0						161,804	
	STATE										
707 Subtotal:		167,492	0	0	0	0	5,687	0	0	161,804	167,492
709 Interagency Coordination and Development of the Overall Work Program	FHWA PL	56,787	0	174	2,525		59,486				
	FTA 5303							0			
	INKIND	0		0					0		
	TDA	7,357	0	23	327					7,707	
	STATE										
709 Subtotal:		64,144	0	197	2,852	0	59,486	0	0	7,707	67,193
710 Special Studies	FHWA PL	69,966	67,708	57,894	17,706		213,273				
	FTA 5303							0			
	INKIND		8,772	7,601	2,294				18,567		
	TDA	9,065								9,065	
	STATE										
710 Subtotal:		79,030	76,480	65,395	20,000	0	213,273	0	18,567	9,065	240,905
OWP Work Element Totals:		349,123	157,624	73,223	36,486	0	616,456				
		FTA 5303	0	0	0	88,512		88,512			
		INKIND	3,604	19,656	9,351	3,743			47,466		
		TDA	202,696	766	136	984				204,938	
		FAA	0	0							
		STATE	0	0	0	0					
OWP Work Element Totals:		555,423	178,046	82,710	41,213	99,980	616,456	88,512	47,466	204,938	957,372

703.00 PUBLIC TRANSPORTATION

Purpose

To promote and maintain a public transit system which is safe, efficient, cost-effective, and responsive to the needs of the residents of Shasta County, particularly those who are transportation-disadvantaged. This planning process will include public and interest group participation and will also ensure compliance with the provisions of the Americans with Disabilities Act (ADA).

Local agencies will ensure that national emphasis areas as disseminated by FTA are considered in the development and implementation of all transit plans and programs. Planning activities conducted under this element must also consider the preservation and most efficient use of existing facilities.

Previous and Ongoing Work

- Monitor transit performance.
- Ongoing coordination assistance to paratransit providers.
- Ongoing transit needs review.

Products/Target Completion Dates

703.01	14,440	Conduct ridership data collection; review system performance indicators. June/2003.
703.02	2,130	Review Development Plans to ensure on-site internal circulation for buses where appropriate. Monthly.
703.03	3,104	Attend workshops/conferences/training sessions. June./2003.
703.04	13,932	Attend RTPA workshops/TAC Meeting/Board Meetings? Committee Meeting. June/2003.
703.05	2,544	Submit grant applications and reports as required for Federal funding. June/2003.
703.06	54,830	Prepare Analysis of developing Phase II of Intermodal Passenger Transfer Facility. June/2003.
703.07	9,000	Web page development
TOTAL	99,980	

**FUNDING SOURCES 2002/03
WORK ELEMENT #703**

RESPONSIBLE AGENCY	NOTES	FHWA PL	FTA SEC 5303	INKIND	TDA	STATE	TOTAL
Shasta County	1						
Consultant							
Redding							
Consultant							
Shasta Lake							
Consultant							
Anderson							
Consultant							
RABA	2		29,197	3,427	356		32,980
Consultant	3		51,790	6,710			58,500
Training			7,525	975			8500
TOTALS:		0	88,512	11,112	356	0	99,980

NOTE:

- 1) 0 SUPPORT FOR RTPA FUNCTIONS
- 2) 88,512 FTA SECTION 5303 (SEC 8) FUNDS
- 3) 58,500 CONSULTANT/FIXED ASSET SUPPORT FOR RABA (Amendment # 1 increase for \$9,000)

Staff Costs	32,980
Consultant Costs	58,500
Fixed Assets	
Training Costs	8,500
Other Costs	
Total Costs	99,980

710.00 SPECIAL PROJECTS

Purpose

To establish and provide for the continuous development of the plans and procedures necessary to monitor traffic congestion within Shasta County, and to participate in related air quality planning activities carried out by local jurisdictions and agencies including the Air Quality Management District. This includes monitoring the performance of the transportation system using the performance measures developed for the RTP and the maintenance and operation of the countywide travel demand model.

Previous Ongoing Work

- Maintain a program to monitor the transportation system performance.
- Maintain the Shasta County Travel Demand Model.
- Traffic Study for Anderson area.
- Draft CNG Study

<u>Task</u>	<u>(x \$1,000)</u>	<u>Description/Estimated Completion</u>
710.01	11,035	Prepare CNG study to be used as a siting document for future CNG fueling site. (Consultant cost of \$5,000)
710.02	13,719	Monitor Transportation Metrics/ITS architecture compliance - Review and documentation of Performance Measures, ITS project coordination.
710.03	1,200	City of Anderson Web site development.
710.04	141,875	Shasta Lake - Aerial Survey/Phase II (Consultant cost of \$65,395) Redding - Aerial Survey/Phase I (Consultant cost of \$75,000)
710.05	20,000	City of Anderson Southeast Anderson feasibility studies and traffic report. (Consultant cost of \$20,000)
710.06	36,834	GIS development of attributes, development of data layers, Traffic model integration. (Consultant cost of \$20,000)
710.07	16,242	Census data mining, urban/rural, demographic research
TOTAL	240,905	

Products/Target Completion Dates

- Maintain and implement transportation system Performance measures and utilize output in transportation planning decision process. Jun/2003.
- City of Shasta Lake Aerial Survey, Phase II
- City of Redding Aerial Survey, Phase I
- GIS output for graphical display of the network, model integration, etc.
- Census output and analysis of long form in region
- Draft performance measures - total system view

**FUNDING SOURCES 2002/03
WORK ELEMENT #710**

RESPONSIBLE AGENCY		NOTES	FHWA PL	FTA SEC 5303	INKIN D	TDA	STATE PPP	TOTAL
Shasta County		1	47,833			6,197		54,030
	Consultant	2	22,132			2,868		25,000
Redding			1,310		170			1,480
	Consultant	3	66,398		8,602			75,000
Shasta Lake								
Amendment 1	Consultant	4	57,894		7,501			65,395 *
Anderson			0		0			
	Consultant	5	17,706		2,294			20,000
RABA								
Caltrans								
TOTALS:			213,273	0	18,567	9,065	0	240,905

NOTE:

- | | | |
|----|--------|---|
| 1) | 54,030 | SUPPORT FOR RTPA FUNCTIONS |
| 2) | 25,000 | CONSULTANT SUPPORT FOR RTPA |
| 3) | 75,000 | CONSULTANT SUPPORT FOR REDDING |
| 4) | 65,395 | CONSULTANT SUPPORT FOR SHASTA LAKE *42,710 carryover from 2001/2002 |
| 5) | 20,000 | CONSULTANT SUPPORT FOR ANDERSON |

Staff Costs	55,510
Consultant Costs	185,395
Fixed Assets	
Training Costs	
Other Costs	
Total Costs	240,905
PL CARRYOVER FUNDING IN ABOVE :	207,367



RECEIVED
AUG 05 2002
DEPT. OF PUBLIC WORKS

August 2, 2002
R-010-750-000

Thomas Hayes
Shasta County Regional Transportation
Planning Agency
1855 Placer Street
Redding CA 96001

FHWA 7967.70
TDN 103230

Dear Thomas:

Subject: Overall Work Program (OWP) - Request for Amendment

Thank you for your recent e-mail concerning a justification to amend current year OWP funds for an interactive mapping project to be utilized on the Redding Area Bus Authority's (RABA) web page.

In fiscal year 2001-02, there was \$17,720 budgeted (consultant and staff time) to update RABA's web page to include interactive mapping. The process to complete this project involves purchasing, installing, and configuring the web-based mapping software; compiling a database of bus stop sites, both physical addresses and physical locations; merging the bus stop data with existing routes; and retaining a consultant to configure the software and create web- and map-based lookup/search interfaces to access and display all of the information.

To date, RABA has acquired the software, compiled the bus stop database, and performed quality control checks. The next step is to retain a consultant to pull the data together for display utilizing the newly acquired software. The estimated completion date for this project is March 2003 based on a starting date of October 1, 2002.

To date, RABA has expended \$11,575 for this project. The GIS Division advises that to complete the project, an additional \$9,000 will be required for consulting fees. Monies remaining in last year's accounts could be utilized to complete this project, as follows:

REDDING AREA BUS AUTHORITY

777 CYPRESS AVENUE, REDDING, CALIFORNIA 96001-3396 • (530) 225-4171 • FAX (530) 245-7024

Element	Budgeted	Expended	Balance
Consultant - 703.16A	\$15,000	\$8,855	\$6,145
Training - Travel - 703.15A	10,000	5,461	4,539

RABA respectfully requests that the Shasta County Regional Transportation Planning Agency (RTPA) amend the OWP to include the amount of \$9,000 from the accounts shown above to complete this project.

Should you have additional questions, please call me at 245-7116 or Ray Duryee at 245-7114.

Sincerely,

L. Sue Hanson
Transportation Planner

c: Transportation Manager
GIS Manager

CITY OF SHASTA LAKE

July 23, 2002

Thomas Hays
Shasta County Regional Transportation Planning Agency
1855 Placer Street
Redding, CA 96001

Dear Thomas,

Attached is a quarterly and year-end progress report for the 2001-2002 Overall Work Program. There are two items that may need attention. The first is our aerial survey project. The optimal time to fly aerial surveys is early spring when the sun angle is high and the tree cover is minimal. For this reason, the start of this project was delayed. The project is approximately 57% complete and the panel preparation is ongoing. I would like to roll the funding for this project over into the 2002-2003 funding so that we can complete the project. I expect final delivery in the fall of 2002.

The second item is the funding under work element 706. We had originally programmed \$1,189 for RTIP meetings and Administration and \$799.50 for administration of the RTIP and FTIP. The invoicing report we received in April of 2002 shows that we are over spent by \$284.00 in the Admin of RTIP and FTIP and no expenses had been charged to the RTIP Meeting and Administration. The attached document should be correct.

It is possible that there was some confusing information in our invoicing over the past year. I am not sure if this is a problem for you or what needs to be done. Please let me know if there is any addition information we can provide.

Thanks for all your help,



Dennis Stransky, P.E.
Director of Public Services.

RECEIVED

JUL 25 2002

DEPT. OF PUBLIC WORKS