

REPORT TO SHASTA COUNTY RTPA

SUBJECT	MEETING DATE	ITEM NUMBER
Amendment No. 1 to the 2003/2004 Overall Work Program (OWP)	10/21/03	4

RECOMMENDATION

It is recommended that the Agency consider and approve the proposed Amendment No. 1 to the 2003/2004 Overall Work Program (OWP).

SUMMARY

The 2003/2004 OWP needs to be amended in order to complete the cities of Shasta Lake and Redding, and Redding Area Bus Authority (RABA) 2002/2003 products.

DISCUSSION

The City of Shasta Lake had a budget of \$22,685 in the 2002/2003 OWP for aerial surveys. Four aerial survey panels were expected to be completed by June 30, 2003, and have not yet been received. The \$9,000 for the completion of these panels, and the phase 2, \$19,450 budgeted in 2003/2004, will complete this aerial survey project.

The City of Redding aerial survey project was not completed in the 2002/2003 timeframe. The project, which has not been initiated, was budgeted for \$76,480 in the prior period. The aerial photography project is scheduled for flight in March/April of 2004, allowing for completion and delivery within the fiscal year 2003/2004.

The Redding Area Bus Authority had two projects that are in progress but not complete at the end of 2002/2003. The RABA mapping website project is 80% complete. RABA requested an amendment to complete its mapping website for the sum of \$9,000. The mapping requires scheduling a consultant to install, configure, and implement the mapping software. RABA's development of the Intermodal Passenger Transfer Facility Phase II is 30 percent complete. Completion is expected in November/December 2003. An amendment of \$44,278 is requested to complete the analysis.

In the fiscal year 2002/2003, RABA expended a total of \$10,552 for the Intermodal Phase II project. The remaining elements of this project are the conceptual floor plan, cost estimate, and elevations.

It is requested that the Agency amend the 2003/2004 OWP to include \$53,278 for RABA, \$76,480 for City of Redding, and \$9,000 for the City of Shasta Lake to complete their projects. These additions are carryover from the prior year. There is no net cost increase.

ALTERNATIVES

The Agency could choose not to amend the 2003/2004 OWP. This is not recommended since funding is available to complete these projects.

4 Amendment OWP
October 21, 2003
Page 2

OTHER AGENCY INVOLVEMENT

This item was discussed at the October 7, 2003 Technical Advisory Committee (TAC) meeting.

FINANCING

The 2003/2004 OWP will require additional revenue of \$75,675 Federal Highway Administration (FHWA), \$47,167 of Federal Transit Administration (FTA), and \$15,916 of in-kind match. These resources are available from the current surplus of prior year funding.



Daniel J. Kovachich, Executive Officer

/jac

Attachment: Revenue Sources OWP Page 47
2003/2004 Financial Summaries
2003/2004 OWP Pages 29, 30, 42-44
RABA/City of Redding Amendment Request dated August 26, 2003
City of Shasta Lake Amendment Request dated July 29, 2003
Minute Order

AVAILABLE REVENUES BY SOURCE

**SHASTA COUNTY REGIONAL TRANSPORTATION PLANNING AGENCY
2003 - 2004 OVERALL WORK PROGRAM
Available Revenue by Source
With Amendment # 1 (Changes in bold and Italics)**

Sources of Revenue:	Amount
Federal Highway Administration (FHWA) PL Funds 2003/2004 Allocation	412,344
Federal Highway Administration (FHWA) PL Funds - Carryover from Prior Years	344,454
<i>\$67,708 Carryover from 02/03 For Redding Aerial Survey Phase 1</i>	<i>67,708</i>
<i>\$7,968 Carryover from 02/03 for Shasta Lake Aerial Phase 3</i>	<i>7,968</i>
Federal Transit Administration (FTA) Planning (Section 5303) Funds 2003/2004 Allocation	47,734
Federal Transit Administration (FTA) Section 5303 - Carryover from Prior Years	10,057
<i>\$39,199 Carryover from 02/03 for Intermodal Phase 2</i>	<i>39,199</i>
<i>\$7,968 Carry over from 02/03 for Web Page Development</i>	<i>7,968</i>
Transportation Development Act Funds Allocated for Administration and Planning	225,093
Local In-Kind Match	35,164
<i>\$8,772 Additional Match for Redding Aerial Survey Phase 1</i>	<i>8,772</i>
<i>\$1,032 Additional Match for Shasta Lake Aerial Survey Phase 3</i>	<i>1,032</i>
<i>\$6,111 Additional Match for RABA</i>	<i>6,111</i>
Federal Aviation Administration	0
State Planning Partnership	0
State Subvention	0
Match (Caltrans)	0
Total Resources:	1,213,604
Total Expenses in OWP:	1,213,604
Difference between Revenues and Expenses	0

SECTION III
FINANCIAL SUMMARIES

SHASTA COUNTY REGIONAL TRANSPORTATION PLANNING AGENCY
FINANCIAL SUMMARY FOR 2003 - 2004 BY FUNDING SOURCE AND LOCAL AGENCY
2003 - 2004 OVERALL WORK PROGRAM - With Amendment # 1 (Changes In Grey)

		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	122,067	3,771		3,258		129,096				
	FTA 5303							0			
	INKIND		0		0				0		
	TDA	15,815	489		422					16,726	
	STATE										
701 Subtotal:		137,882	4,260		3,680		129,096	0	0	16,726	145,822
702 Traffic Circulation Systems	FHWA PL	33,317	111,337	18,193	7,074		169,921				
	FTA 5303							0			
	INKIND	4,317	14,425	2,357	916				22,015		
	TDA	0	0							0	
	STATE										
702 Subtotal:		37,634	125,762	20,550	7,990		169,921	0	22,015	0	191,936
703 Public Transportation	FHWA PL						0				
	FTA 5303					104,958		104,958			
	INKIND					13,231			13,231		
	TDA	0				367				367	
	STATE										
703 Subtotal:		0	0	0	0	118,556	0	104,958	13,231	367	118,556
704 Non-motorized	FHWA PL	5,448	8,432	0	4,775		18,656				
	FTA 5303							0			
	INKIND		1,093	0	619				1,711		
	TDA	706								706	
	STATE										
704 Subtotal:		6,154	9,525	0	5,394	0	18,656	0	1,711	706	21,073
705 Aviation	FHWA PL	4,514					4,514				
	FTA 5303							0			
	INKIND								0		
	TDA	585								585	
	FAA	0	0								
705 Subtotal:		5,099	0	0	0	0	4,514	0	0	585	5,099
706 Preparation and Administration of the Regional Transportation Improvement Plan	FHWA PL	68,543	2,312	0	0		68,855				
	FTA 5303							0			
	INKIND								0		
	TDA	8,621	300	0	0					8,921	
	STATE										
706 Subtotal:		75,164	2,612	0	0	0	68,855	0	0	8,921	77,776
707 Administration of the Transportation Development Act	FHWA PL	6,786		0			6,786				
	FTA 5303							0			
	INKIND								0		
	TDA	155,597		0						155,597	
	STATE										
707 Subtotal:		162,383	0	0	0	0	6,786	0	0	155,597	162,383
709 Interagency Coordination and Development of the Overall Work Program	FHWA PL	57,346	0	0	3,527		60,873				
	FTA 5303							0			
	INKIND	0		0					0		
	TDA	7,430	0	0	457					7,887	
	STATE										
709 Subtotal:		64,776	0	0	3,984	0	60,873	0	0	7,887	68,760
710 Special Studies	FHWA PL	264,777	67,708	25,187	16,101		373,773				
	FTA 5303							0			
	INKIND		8,772	3,263	2,086				14,122		
	TDA	34,305								34,305	
710 Subtotal:		299,082	76,480	28,450	18,187	0	373,773	0	14,122	34,305	422,199
OWP Work Element Totals:		FHWA PL	560,799	193,561	43,380	34,735	0	632,474			
		FTA 5303	0	0	0	0	104,958		104,958		
		INKIND	4,317	24,290	5,620	3,621	13,231		51,079		
		TDA	223,059	785	0	879	367			225,093	
OWP Work Element Totals:			788,174	218,639	49,000	39,235	118,556	832,474	104,958	51,079	1,213,604

703.00 PUBLIC TRANSPORTATION

Purpose

To promote and maintain a public transit system that 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. For instance, the Planning Emphasis Areas are supported in this element. Specifically, PEA #1: Safety and Security in tasks 703.01 (see below), and PEA #5: Enhancing the Technical Capacity of the Planning Process in task 703.02. 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	25,930	Conduct ridership data collection; review system performance indicators. June/2004.
703.02	5,000	Review Development Plans to ensure on-site internal circulation for buses where appropriate. Monthly.
703.03	14,100	Attend workshops/conferences/training sessions. June./2004.
703.04	3,200	Attend RTPA workshops/TAC Meeting/Board Meetings Committee Meeting. June/2004.
703.05	6,516	Submit grant applications and reports as required for Federal funding. June/2004.
703.06	54,810	Obtain funding for development of Phase II of Intermodal Passenger Transfer Facility. June/2004.
703.07	<u>9,000</u>	RABA Mapping Website project June 2004.
TOTAL	118,556	

FUNDING SOURCES 2003/04
WORK ELEMENT #703 (With Amendment #1, changes in grey)

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		45,308	5,503	367		51,178
Consultant	3		47,167	6,111			53,278
Training			12,483	1,617			14,100
TOTALS:		0	104,958	13,231	367	0	118,556

NOTE:

- 1) SUPPORT FOR
0 RTPA
FUNCTIONS
- 2) FTA SECTION
104,958 5303 (SEC 8)
FUNDS
- 3) CONSULTANT/
FIXED ASSET
53,278 SUPPORT FOR
RABA
(Amendment
#1)

Staff Costs	51,178
Consultant Costs	53,278
Fixed Assets	
Training Costs	14,100
Other Costs	
Total Costs	118,556
FTA CARRYOVER FUNDING IN ABOVE:	57,224

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

- Report on DBE activities
- Maintain a program to monitor the transportation system performance
- Analysis of census demographics and urban area impacts
- Maintain the Shasta County Travel Demand Model
- Traffic Study for Shasta Lake area
- Support ITS projects for the region
- Develop GIS base files for the region

<u>Task</u>		<u>Description/Estimated Completion</u>
710.01	5,037	Monitor Transportation Metrics/ITS architecture compliance - Review and documentation of Performance Measures, ITS project coordination. (Continuous)
710.02	22,824	GIS development of attributes, development of data layers, Traffic model integration. (Consultant cost of \$20,000), this task supports TAZ zone improvements for the traffic model. (June/2004)
710.03	2,441	Census data mining, urban/rural, demographic research in support of planning studies, development plans and better assessment of interregional mobility and access needs. (June/2004)
710.04	3,752	ITS review and development of goals and documentation of process. (June/2004)
710.05	18,187	City of Anderson GIS Base Mapping (Consultant cost of \$18,187). (June/2004)
710.06	6,461	DBE review and development of goals and documentation of process in support of annual filings. (April/2004)
710.07	28,450	Shasta Lake - Aerial Survey/Phase III (Consultant cost of \$28,450). (June/2004), Amendment #1 - \$9000.

710.08	158,567	Traffic Impact Fee Study (Consultant cost of \$150,000). This task will inventory existing conditions of interchanges, ramps, road networks, etc. and suggest a menu of solutions. (June/2004)
710.09	100,000	Transportation Planning Study - Southern Region (consultant cost of \$100,000). (June 2004)
710.10	<u>76,480</u>	Redding Aerial Survey Phase 1 (Consultant cost of \$76,480)
TOTAL	422,199	

Products/Target Completion Dates

- Maintain and implement transportation system Performance measures and utilize output in transportation planning decision process. June/2004.
- City of Shasta Lake Aerial Survey, Phase III (June/2004)
- City of Anderson GIS Base Mapping, Phase I (June/2004)
- GIS output for graphical display of the network, model integration, etc. (June/2004)
- Census output and analysis of long form in region (June/2004)
- Draft performance measures - total system view (June/2004)
- DBE reporting (April/2004)
- Develop Traffic Impact Fee analysis documents (June/2004)
- Develop transportation planning study for southern region. Identify and document facilities required to meet regional mobility needs. (June/2004)

FUNDING SOURCES 2003/04
WORK ELEMENT #710 (With Amendment #1, changes in Grey)

RESPONSIBLE AGENCY		NOTES	FHWA PL	FTA SEC 5303	INKIND	TDA	STATE PPP	TOTAL
Shasta County		1	25,746			3,336		29,082
	Consultant	2	239,031			30,969		270,000
Redding			0		0			0
	Consultant	3	67,708		8,772			76,480
Shasta Lake								
	Consultant	4	25,187		3,263			28,450
Anderson					0			0
	Consultant	5	16,101		2,086			18,187
RABA								
Caltrans								
TOTALS:			373,773	0	14,122	34,305	0	422,199

NOTE:

- 1) SUPPORT FOR
29,082 RTPA
FUNCTIONS
- 2) CONSULTANT
270,000 SUPPORT FOR
RTPA
- 3) CONSULTANT
76,480 SUPPORT FOR
REDDING -
Amendment #1
In Total
- 4) CONSULTANT
28,450 SUPPORT FOR
SHASTA LAKE
Includes \$9,000
for Amendment
1
- 5) CONSULTANT
18,187 SUPPORT FOR
ANDERSON

Staff Costs	27,582
Consultant Costs	393,117
Fixed Assets	
Training Costs	
Other Costs	1,500
Total Costs	422,199
PL CARRYOVER FUNDING IN ABOVE :	373,773

To: Ray Nuygel
COR
2 Pages

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COR	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total	Budget
701.08						543		40		45			628	4,140
702.01	695	897	804	843	687	641	922	244	904	1,320	1,083	1,249	10,289	10,800
702.02	55	1,352	468	480	680			397	1,793	541	461	358	6,585	19,440
702.03		99			1,520	944		136		410			3,109	12,360
702.04					125					103		907	1,135	6,260
702.05	972							256	381	190	29		856	1,816
702.06		1,789	1,251	1,326	1,501	1,451	1,425	1,695	747	591	481	721	3,512	3,670
702.08	1,355						361		2,037	1,230	1,153	1,251	17,464	11,160
702.09													361	5,400
702.10				724					1,472	945	1,048	433	4,622	19,640
704.04	10			90						226			326	4,340
706.05	136									90			226	2,540
710.04	64		64	(128)									0	76,480
	3,287	4,137	2,587	3,335	4,513	3,579	2,708	2,768	7,334	5,691	4,255	4,919	49,113	178,046

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RABA

RABA	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total	Budget
703.01	320	661	237	359	113	126		72	646	809	685	650	4,678	14,440
703.02										316		202	518	2,130
703.03		90	181				117		581	750		345	2,064	3,104
703.04			2,192	3,468	2,404	866	326	551	112	4,447	1,299	362	16,027	13,932
703.05								578					578	2,544
703.06									179	90		8,336	8,605	54,830
703.07	(Web Page)												0	9,000
703.16A													0	
703.16B													0	
	320	751	2,610	3,827	2,517	992	443	1,201	1,518	6,412	1,984	9,895	32,470	99,980

June	Total	J/V #1	J/V #2	J/V #3	J/V #4	July Additions	Adjusted Total	Budget
	628						628	4,140
1,249	10,289						10,289	10,800
358	6,585	6,305					12,890	19,440
	3,109						3,109	12,360
907	1,135						1,135	6,260
	856						856	1,816
721	3,512						3,512	3,670
1,251	17,464	(6,305)					11,159	11,160
	361						361	5,400
433	4,622		160				4,782	19,640
	326						326	4,340
	226						226	2,540
	0						0	76,480
4,919	49,113	0	160	0	0	0	49,273	178,046

(7,426.00)

6810-11

June	Total	J/V #1	J/V #2	J/V #3	J/V #4	July Additions	Adjusted Total	Budget
650	4,678			2,137	7,426		14,241	14,440
202	518						518	2,130
345	2,064						2,064	3,104
362	16,027		(160)	(2,137)		201	13,931	13,932
	578						578	2,544
8,336	8,605					1,947	10,552	54,830
	0						0	9,000
	0						0	
	0						0	
9,895	32,470	0	(160)	0	7,426	2,148	41,884	99,980

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 21st day of October 2003 at Redding, California, there being present Board Members Clarke, Connick, Duryee, Hawes, Kight, Mathena, and Wilson.

2003/2004 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 2003/2004 Overall Work Program to use carryover funding from the prior years Overall Work Program to complete the City of Redding's aerial survey, 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 \$47,167 in Federal Transit Administration funds, and in-kind match of \$6,111. The City of Shasta Lake's request revises work element 710 to add \$7,968 in Federal Highway Administration funds, and in-kind match of \$1,032. The City of Redding's request revised work element 710 to add \$67,708 in Federal Highway Administration funds, and in-kind match of \$8,772.

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 October 21, 2003.

IN TESTIMONY WHEREOF, I have hereunto set my hand this 21st day of October 2003.

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



August 26, 2003
R-010-750-000

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

Dear Thomas:

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

There were three Overall Work Program projects scheduled to be completed in FY 2002-2003 for the following agencies:

Project	Amount
City of Redding (City) - City-wide Aerial Photography	\$76,480
Redding Area Bus Authority (RABA) Mapping Website	\$9,000
Redding Area Bus Authority (RABA) Intermodal Phase II	\$44,278

Due to extremely heavy workloads in the City's GIS division, as well as some issues related to additional funding, the City's aerial photography and RABA's mapping website and Intermodal Phase II projects could not be completed as scheduled in FY 2002-2003. At this time, the agencies are requesting that funding for both projects be carried over into FY 2003-2004.

It is GIS's intention to put the City-wide Aerial Photography project RFP out in October or November 2003, for a scheduled flight in early spring (March/April). This should allow completion and delivery within FY 2003-2004, and give us the best possible photographs. The project also includes a high-resolution (sub-three meter) digital elevation model with one-foot contours that is being funded mostly through City utilities and other outside funding. These funds were not available until FY 2003-2004. We are trying to leverage available funding for the best possible outcome.

The RABA Mapping Website project is partially complete. The required software was purchased, but has not been installed or configured, and required mapping/GIS data for routes and stops is 80% complete. GIS's primary problem has been scheduling the consultant (a sole-source provider) to install, configure, and implement the mapping interface.

REDDING AREA BUS AUTHORITY

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

At this point, the consultant has time available in the November/December time frame, and we have tentatively scheduled two separate weeks--one for installation and configuration and the other for implementation. GIS will continue to work on the mapping data for the routes and stops in order to have it ready for implementation. If all goes as planned, the mapping website should be available to the public sometime in January 2004.

The development of Phase II for the Intermodal Passenger Transfer Facility is 30 percent complete. To date, \$10,552 has been expended on this project. The remaining elements to be completed are the conceptual floor plan, cost estimate, and elevations. Upon completion, they will form the basis for the chapters in the project analysis report.

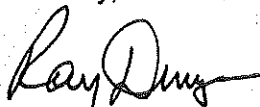
Monies remaining in last year's OWP accounts could be utilized to complete the projects for both the City and RABA as follows:

Element	Budgeted	Expended	Balance
703.06 - Intermodal, Phase II	\$54,830	\$10,552	\$ 44,278
703.07 - Web Page	\$9,000	-0-	9,000
710.04 - Aerial Photography	\$76,480	-0-	76,480
Total			\$129,758

It is respectfully requested that the Shasta County Regional Transportation Planning Agency (RTPA) amend the 2003-04 OWP to include the amount of \$129,758 to complete these projects. Please give this request for continued funding in FY 2003-2004 your highest consideration, as it will benefit both agencies and, more importantly, the public.

Should you have additional questions, please call me at 245-7114, Sue Hanson at 245-7116, or Jim Coats at 225-4468.

Sincerely,



Ray Duryee
Transportation Manager

Enclosure (RTPA Spreadsheet)

c: Executive Officer
GIS Manager
Transportation Planner
Management Analyst Morgan
Accounting Specialist Hewitt

CITY OF SHASTA LAKE

RECEIVED

JUL 31 2003

DEPT. OF PUBLIC WORKS

July 29, 2003

Daniel Kovacich, Executive Officer
Shasta County RTPA
1855 Placer Street
Redding, CA 96001

SUBJECT: Budget Amendment Request 2003-04

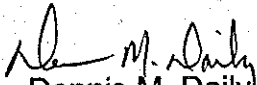
Dear Dan:

The City of Shasta Lake is requesting a budget amendment in the amount of \$9,000.00 to the 2003-04 budget. The four aerial survey panels that were expected to be completed by July have not yet been received, therefore, we have not been invoiced for them. The \$9,000.00 along with the current budgeted amount for 2003-04 will complete the aerial survey project.

Thank you for your consideration in this matter.

If you have any questions, please contact me at 275-7491

Thanks,



Dennis M. Daily

Public Works Superintendent

cc: file

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 21st day of October 2003 at Redding, California, there being present Board Members Clarke, Comnick, Duryee, Hawes, Kight, Mathena, and Wilson.

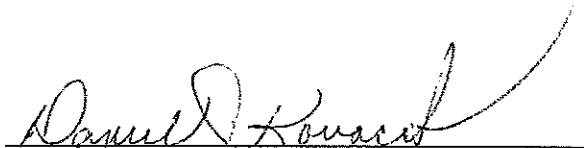
2003/2004 OVERALL WORK PROGRAM AMENDMENT

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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 October 21, 2003.

IN TESTIMONY WHEREOF, I have hereunto set my hand this 21st day of October 2003.



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