

STAFF REPORT



MEETING DATE:	June 22, 2023
SUBJECT:	Approve Updates to Fiscal Year (FY) 2023/24 Transportation Development Act (TDA) Allocations and Consider Redding Area Bus Authority (RABA) Request for Funding Towards Pilot Deviated Flex Service for Veterans Home, Veterans Administration (VA) Clinic, and Redding Regional Airport
AGENDA ITEM:	11
STAFF CONTACT:	Sean Tiedgen, Executive Director Jessica Carlson, Chief Fiscal Officer

SUMMARY

Transportation Development Act (TDA) allocations have been updated, including a regional net increase of \$1.6 million in local streets and roads, and are presented to the board for approval prior to the June 30, 2023, deadline to submit claims to SRTA and payment instructions to the County Auditor. Additionally, RABA is requesting \$90,000 in State Transit Assistance (STA) regional reserve funds, as match for FTA grant funds, to pilot a deviated flex service for the Veterans Home, Veterans Administration (VA) Clinic, and Redding Regional Airport.

STAFF RECOMMENDATION:

It is recommended that the board of directors:

1. Approve a revised Fiscal Year (FY) 2023/24 Transportation Development Act (TDA) Budget of Allocations and Transit Obligations (Attachment A);
2. Approve updated payment instructions to the Shasta County Auditor-Controller (Attachment B);
3. Authorize the executive director to make minor administrative amendments to the TDA payment instructions, as appropriate; and
4. Approve an allocation of \$90,000 in reserve State Transit Assistance (STA) funding to the Redding Area Bus Authority (RABA) towards a one-year pilot deviated flex service for the Veterans Home, Veterans Administration (VA) Clinic, and Redding Regional Airport (Attachment C).

DISCUSSION:

TDA Allocation Updates – The revision of the FY 2023/24 TDA budget reflects corrections to the allocations presented and approved by the SRTA Board of Directors in April. These corrections include:

- FTA Section 5311 funds previously excluded the county FTA operating revenue for rural portions of the Redding Area Bus Authority (RABA) service area;
- FY 2021/22 true-up duplicated County FTA 5311(f) revenue for the Burney Express;
- Several minor adjustments that were immaterial in their net outcome; and
- Updated formulas in the FY 2021/22 true-up.

The net impact of the corrections to the region distributes an additional \$1.6 million directly to the jurisdictions for streets and roads.

The corrected FY 2021/22 true-up also shows that RABA was overpaid Local Transportation Funds (LTF) on behalf of Redding in the amount of \$361,664. This was deducted from Redding's transit obligation for the FY 2023/24 budget cycle. Additionally, so that RABA does not confront a cash flow impact by writing a check to the city of Redding for this amount, the LTF funds were redistributed to the city in this year's payment instructions.

The table below delineates the corrections to the approved April 2023 budget, first by distribution type, and then local streets and roads split by jurisdiction.

Regional Total				Streets and Roads			
Claimant	April	Revised	Change	Jurisdiction	April	Revised	Change
SRTA Admin	\$974,563	\$974,563	\$0	Anderson	\$431,107	\$578,158	\$147,051
5% CTSA	\$475,384	\$458,652	-\$16,732	Redding	\$2,145,191	\$2,973,680	\$828,489
Non-Motorized	\$536,796	\$599,819	\$63,023	Shasta Lake	\$275,618	\$501,223	\$225,605
Public Transit (RABA)	\$3,268,236	\$3,286,395	\$18,159	County	\$2,982,751	\$3,404,646	\$421,895
RABA Admin	\$828,905	\$828,905	\$0	TOTAL	\$5,834,667	\$7,457,707	\$1,623,040
STA Reserve	\$409,960	\$240,138	-\$169,822				
Local Streets & Roads	\$5,834,667	\$7,457,707	\$1,623,040				
TOTAL	\$12,328,511	\$13,846,178	\$1,517,667				

RABA's Request for STA Reserve Funds for Pilot Service – ShastaConnect provides specialized public transportation services, including services out to the VA Clinic, Veterans Home, and Redding Regional Airport. Those areas are currently outside of RABA fixed-route or demand response service areas. As part of the FY 2023/24 Unmet Transit Needs process, SRTA identified that there are additional unmet transit needs for groups of Veterans trying to access services at the VA Clinic on Knighton Road, including those that are homeless or don't have access to a smartphone or other device. However, adding any additional transit service was determined to not be "Reasonable to Meet" under existing TDA policy.

At the April SRTA Board of Directors meeting, the Social Services Technical Advisory Committee (SSTAC) requested that SRTA consider a study to explore transit services to the area of Knighton Road and the Redding Regional Airport. Additionally, SRTA board members asked staff to work with partners to see if any near-term solutions could be identified. Staff reached out to RABA staff for ideas to address the need.

RABA Proposal: RABA submitted a proposal requesting \$90,000 in STA reserve funds toward a pilot flexible fixed route service focused on addressing ridership needs to the Veterans Home, VA Clinic, and Redding Regional Airport (see Attachment C). RABA proposes to match the STA reserve funds with FTA Section 5307 and 5311 funds totaling **###,###**. If funded, the service would start in either August or September 2023 and run for one year. Additional proposed service characteristics include:

- Utilize an 18-passenger, ADA-accessible cutaway bus;
- Include 10+ stops; starting at the RABA Downtown Passenger Terminal and ending at the Redding Regional Airport;
- Operate from 6:20 a.m. to 7:15 p.m., Monday through Saturday.
- Service could deviate up to $\frac{3}{4}$ of a mile from the main route for all passengers, including the general public and ADA passengers. Deviated trip requests would be required 24-hours in advance by phone; and
- Provide curb-to-curb service unless door-to-door is requested.

In order to reduce duplication of services, ShastaConnect would reduce services to the Veterans Home, VA Clinic, and other stops to only those trips originating outside the modified RABA service area Monday through Friday. ShastaConnect services do not currently operate on Saturdays and the Sunday on-demand service would run normally. RABA would provide monthly reports so comparison to previous ShastaConnect on-demand service can be compared to the stop locations.

Due to technical constraints, SRTA's software provider (Via) will need 6-8 weeks to test and implement the necessary changes to the ShastaConnect service area so that duplicative services are minimized in the software. This aligns closely with RABA's proposal to implement the new service by the end of August 2023. It's anticipated that 80-90% of existing trips to the proposed locations along Knighton Road will be handled by RABA instead of ShastaConnect.

ALTERNATIVES:

The board of directors may choose to incorporate RABA's request into the FY 2023/24 TDA Budget and subject the funds to future true-up and adjustment. The board of directors may decline RABA's request for STA funding.

OTHER AGENCY INVOLVEMENT:

SRTA staff worked with RABA, Shasta County, and city of Redding staff to review and verify updated financial information for the TDA budget files.

RABA and DHCL staff were consulted regarding RABA's request for a pilot deviated fixed service that would include service to the Veterans Home, VA Clinic, and Redding Regional Airport, including service opportunities, constraints, and how to minimize duplication of RABA and ShastaConnect services, if the pilot moved forward.

SRTA and DHCL applied for a portion of SRTA's regional Low Carbon Transit Operations Program (LCTOP) funds for expanding Monday-Friday ShastaConnect services hours from 3:30 p.m. to 5:30 p.m. to meet rider needs. This would allow all eligible riders to book trips that can be completed by 5:30 p.m., including individuals needing services at the VA Clinic. Approval of the application is still pending.

FISCAL & POLICY COMMITTEE REVIEW:

/// The Fiscal & Policy Committee concurs with the staff recommendation. ///

FISCAL IMPACT:

The TDA revisions proposed in this item have a regional impact of \$1,517,667 in increased transportation funding for FY 2023/24.

RABA is requesting an allocation of \$90,000 from SRTA's STA reserve account toward the pilot service. The current STA reserve balance is \$1,165,721. Approval of RABA's pilot program will leave a balance of STA Reserves totaling \$1,075,721. This does not include an additional \$240,138 in estimated unused FY 2023/24 STA funds fiscal year as shown in the FY 2023/24 TDA allocations. Staff recommends a one-time payment from the STA reserve account. Any costs to the service beyond their estimate would be paid by RABA. This would distribute to RABA the full \$90,000 immediately and would not subject the funds to an installment of payments throughout the FY 2023/24 or a future adjustment in a subsequent true-up.

Jessica Carlson, Chief Fiscal Officer

Attachments:

- A.** Revised FY 2023/24 TDA Budget of Apportionments and Transit Obligations
- B.** Revised FY 2023/24 TDA Payment Instructions to the Shasta County Auditor-Controller
- C.** RABA's request for approval of \$90,000 from the regional State Transit Assistance (STA) Reserve account

Attachment A (Revised 6/22/2023)

SHASTA REGIONAL TRANSPORTATION PLANNING AGENCY - 2023/24 TDA APPORTIONMENTS AND TRANSIT OBLIGATIONS									
		Anderson	Redding	Shasta Lake	County	SRTA	STA Reserve	CTSA	Non-motorized
Local Transportation Fund (LTF)	Totals	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
LTF Allocation FY 2023/24	9,638,405								
LTF 6/30/22 True-ups	1,478,040	83,284	902,306	44,330	448,121	(1)		25,460	25,418
LTF for Off the Top Distributions	(1,581,033)					974,564		433,192	173,277
LTF from Cities in Exchange for County Spillover (50%)	(342,830)		(342,830)						401,124
Total LTF Available for Jurisdictions	9,192,582	578,158	4,708,555	501,223	3,404,646				
State Transit Assistance (STA)	Totals	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
STA Allocation FY 2023/24 (Population Formula)	2,154,121	132,304	1,109,247	122,149	790,421				
STA Revenue Basis (Section 99314)	111,454	6,845	57,392	6,320	40,896				
STA True Up through 6/30/22	354,987	(28,718)	169,004	(16,431)	0		231,132		
STA Spillover to STA Reserve and to Redding		66,335	685,661	50,252	(842,946)		40,698		
Uncommitted Secondary STA Spillover from City of Shasta Lake and City of Anderson		0	0	0	0		0		
Exchange STA for Reserve for LTF true-up error		1,947	16,320	1,797	11,629		(31,693)		
Total STA Available	2,620,562	178,713	2,037,624	164,087	0		240,138		
Federal Transit Administration Formula Funds	Totals	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
FTA 5307 Operating Allocation (Cities only)	1,500,000	145,527	1,220,115	134,358	0				
FTA 5311 - Operating Apportionment	495,848				495,848				
FTA 5311(f) - Operating Apportionment	280,000				280,000				
CRRSSA Operating Apportionment (County only)	0				0				
Total FTA Available	2,275,848	145,527	1,220,115	134,358	775,848				
Total Revenue Available	16,122,026	902,398	7,966,294	799,668	4,180,494	974,563	240,138	458,652	599,819
(SRTA Policy)									
		Anderson	Redding	Shasta Lake	County	SRTA	STA Reserve	CTSA	Non-Motorized
Transit Funding Requirements	Totals	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
Redding Area Bus Authority-Operating	5,619,780								
Redding Area Bus Authority-Administration	828,905								
Required FY 2023/24 RABA Funding Requirement (1313.2)	6,448,685	324,240	5,354,279	298,445	471,721				
6/30/22 True-up RABA unused LTF			(361,664)						
Other Transit Obligations:									
County TDA Administration	20,000				20,000				
Burney Express for Operating	274,900				274,900				
Beach Bus	35,000				9,227		25,773		
Total Transit Obligations Filed Under Article 4 and 8	6,778,585	324,240	4,992,614	298,445	775,848		25,773		
		Anderson	Redding	Shasta Lake	County	SRTA Admin	STA Reserve	CTSA	Non-Motorized
Total for SRTA & STA Reserve, 5% CTSA, 2% Bike & Ped, Non-motorized	2,273,172					974,563	240,138	458,652	599,819
Total STA to Transit Operations	2,380,425	178,713	2,037,624	164,087	0				
Total LTF to Transit Operations	1,734,875	-	(1,734,875)	-	-				
Total Available for Other Uses (i.e., Streets & Roads)	7,457,707	578,158	2,973,680	501,223	3,404,646				
Total Distributions	13,846,178	756,871	3,276,429	665,310	3,404,646	974,563	240,138	458,652	599,819

Attachment B (Revised 6/22/2023)
Shasta Regional Transportation Agency
2023/24 TDA Payment Instructions

LTF	July	August	Sept	October	November	December	January	February	March	April	May	June	Totals
City of Anderson - RABA JPA-Article 4	0	0	0	0	0	0	0	0	0				0
City of Redding - RABA JPA-Article 4	192,764	192,764	192,764	192,764	192,764	192,764	192,764	192,764	192,764				1,734,875
City of Shasta Lake - RABA JPA-Article 4	0	0	0	0	0	0	0	0	0				0
County of Shasta - RABA JPA - Article 4													
SRTA for CTSA	50,961	50,961	50,961	50,961	50,961	50,961	50,961	50,961	50,961				458,652
SRTA Administration	108,285	108,285	108,285	108,285	108,285	108,285	108,285	108,285	108,285				974,563
SRTA- Non-motorized	149,955	149,955	149,955	149,955									599,819
Anderson- Article 8	46,574	46,574	46,574	46,574	46,574	46,574	46,574	46,574	46,574	52,998	52,998	52,998	578,158
Redding- Article 8	239,546	239,546	239,546	239,546	239,546	239,546	239,546	239,546	239,546	272,587	272,587	272,587	2,973,680
Shasta Lake- Article 8	40,376	40,376	40,376	40,376	40,376	40,376	40,376	40,376	40,376	45,945	45,945	45,945	501,223
County of Shasta- Article 8	274,263	274,263	274,263	274,263	274,263	274,263	274,263	274,263	274,263	312,093	312,093	312,093	3,404,646
Total LTF Distribution	1,102,724	1,102,724	1,102,724	1,102,724	952,770	952,770	952,770	952,770	952,770	683,623	683,623	683,623	11,225,616

STA	July	August	Sept	October	November	December	January	February	March	April	May	June	Totals
City of Anderson - RABA JPA - TO RABA			44,678			44,678			44,678			44,678	178,713
City of Redding - RABA JPA - TO RABA			509,406			509,406			509,406			509,406	2,037,624
City of Shasta Lake - RABA JPA - TO RABA			41,022			41,022			41,022			41,022	164,087
County of Shasta - RABA JPA - TO RABA			0			0			0			0	0
SRTA Regional Transit Reserve			60,034			60,034			60,034			60,034	240,138
Total STA Distribution	0	0	655,141	0	0	655,141	0	0	655,141	0	0	655,141	2,620,562



May 30, 2023

Sean Tiedgen, AICP, Executive Director
Shasta Regional Transportation Agency (SRTA)
1255 East Street, Suite 202
Redding, CA 96001

Re: Request for State Transit Assistance Reserve Funding for RABA Route 15

Dear Mr. Tiedgen,

As you are aware, there has been a desire to operate some form of public transportation between Redding and the VA Clinic, Veterans Home and Redding Regional Airport. RABA is prepared to start a flexible fixed route service using an 18-passenger cutaway bus between Downtown Redding and Redding Regional Airport, Monday through Saturday operating a 10-hour day starting in August of 2023.

The proposed route will serve the following destinations:

- RABA Downtown Passenger Terminal
- Shasta County Veterans Affairs Office and VFW
- Redding Civic Auditorium
- Canby Transfer Center
- Hotels along Hilltop Drive
- Shopping along Churn Creek Road
- Veterans Home of California
- VA Clinic
- Redding Regional Airport
- On request service to Redding Electric Utility

This service will have deviation ability to flex within a ¼ mile radius of the route for the general public with advanced reservation (up to 2 deviations, per one-way trip). The service span for this route would be between 6:20 a.m. and 6:20 p.m., Monday-Saturday. The route will be timed to meet flights at Redding Regional Airport, serve the VA Clinic during operating hours and provide mobility for those traveling between Veterans Home and quality of life opportunities. The route will also serve trip generators for employment, lodging and shopping along Hilltop Drive and Churn Creek Road.

This route will serve approximately 90% in the urban area and 10% in the rural area, allow for both FTA Sections 5307 and 5311 to fund the operating costs of this route.

RABA is requesting \$90,000 in year one cost to match against FTA Sections 5307 and 5311 funding for this route from the State Transit Assistance (STA) reserve funding. The costs of this route are based on RABA's marginal operational costs as this route will not yield any additional fixed costs for implementation. RABA Redding Zone fares would be charged for this route. RABA will provide monthly reports on its performance to SRTA for review for future year match funding.

REDDING AREA BUS AUTHORITY

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EXECUTIVE STAFF: STEVE BADE - EXECUTIVE OFFICER, JOHN C. ANDOH, CCTM, CPM – TRANSIT GENERAL MANAGER

We have enlisted support for this route from the Redding Regional Airport, Veterans Home of California and the Veterans Administration. We are working for additional funding support from these partners, however, we do have initial commitments that they will actively promote this route to their constituents.

As part of the implementation of this route, we would request ShastaConnect service to drop off or pick up passengers at the RABA Downtown Passenger Terminal to prevent duplication of service since this route will have flex route capabilities. We will also allow for RABA Demand Response service to provide trips to and from the Airport, Veterans Home and VA Clinic for eligible passengers.

We respectfully request your consideration for placement of this matter on the next SRTA Board of Directors meeting.

Should you have any questions regarding this request, please contact me at 530.245.7116 or email jandoh@cityofredding.org.

Sincerely,



John C. Andoh
Transit General Manager
Redding Area Bus Authority

REDDING AREA BUS AUTHORITY

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**RABA Service Area
Shasta County Urban Region**

