

STAFF REPORT



MEETING DATE:	February 25, 2020
SUBJECT:	Review Draft Work Elements and Planning Budget for the Fiscal Year 2020/2022 Overall Work Program
AGENDA ITEM:	15
STAFF CONTACT:	Daniel Wayne, Senior Transportation Planner

SUMMARY:

The Overall Work Program (OWP) is the agency's annual work plan and budget. Preliminary regional planning priorities, approved at the December meeting, have been used to draft work elements and a planning budget for the Fiscal Year (FY) 2020/2022 OWP. Guidance and comments provided by the SRTA Board of Directors, state and federal funding partners, member agencies, and the public will inform the final and complete FY 2020/2022 OWP, which will be presented to the board of directors for formal adoption in April.

STAFF RECOMMENDATION:

It is recommended that the board of directors review draft FY 2020/2022 work element worksheets and planning budget (Attachment A) and provide comments and guidance to staff.

DISCUSSION:

The OWP describes the agency's planning activities and budget. SRTA's core planning and programming functions are funded first, including the Regional Transportation Plan (RTP); public and interagency engagement; transportation improvement programs; public transportation planning and administration; and the OWP. The board of directors may then direct funds to other eligible transportation planning activities and to local agencies for planning efforts that support implementation of the RTP. The first-year budget is submitted to the Federal Highway Administration, Federal Transit Administration, and Caltrans for approval in order to receive funding. The second-year budget is provided for planning purposes.

Each year the OWP is developed and presented to the board of directors in phases, as noted below.

ANNUAL OWP DEVELOPMENT TIMELINE

Board of Directors Meeting Date	Staff Presentation	Recommendation
December	Proposed regional planning priorities	Approve
February	Draft work element worksheets and budget	Review and provide feedback
April	Final and complete OWP	Adopt

FY 2020/22 Work Elements and Planning Budget – Draft work element worksheets (Attachment A) address the following needs:

- Core planning and programming functions – Essential activities required to receive state and federal funding, such as the Regional Transportation Plan, OWP, public outreach, transportation improvement programs, and public transportation and operations.
- Carryover projects – Special planning projects that will not be completed by June 30 of the current fiscal year, including the Long-Range Transit Plan, ShastaReady Adaptation Plan, and sub-recipient projects such as the city of Redding's Park Marina Corridor Plan.
- New projects – It is recommended that the following projects be added to the OWP and scheduled to begin once current planning commitments have been completed.
 - South Redding State Route 273 Corridor Plan – This effort will look at barriers to mobility for people and freight, such as the pinch point at the Union Pacific Overhead and incomplete bicycle and pedestrian infrastructure. The needs of disadvantaged communities in the area will be highlighted and context-appropriate solutions will be recommended for further development and implementation. A detailed scope of work and deliverables will be determined in consultation with Caltrans District 2, the city of Redding, and other affected stakeholders and potential partners.
 - Sustainable Communities Strategy implementation project – Scope of work and deliverables to be determined based on grant funding opportunities and collaboration with local agency and private sector partners. Current and recent projects include a Park Marina Corridor Plan, Downtown Redding Parking Study, and technical assistance toward Affordable Housing Sustainable Communities (AHSC) grant applications.

Also provided is an overview of how draft work elements address the board of director's regional planning priorities (Attachment B).

SRTA's Planning and Administration Budget – The draft estimated budget for FY 2020/21 is \$2,304,015, which covers SRTA's costs for personnel, indirect expenses, services and supplies, consultants, and pass-through funds to eligible sub-recipients. This is \$114,556 less than the current FY 2019/20 budget. This is largely due to two annual cycles of SB 1 Formula funds being programmed in the current fiscal year.

SRTA also passes regional planning funds through to local agency partners for planning that supports implementation of the RTP. SRTA is currently providing planning funds to the city of Redding for the Park Marina Corridor Plan (\$186,000). This project will carry into the FY 2020/21 OWP under Work Element 701.13 (Sustainable Communities Strategy Development and Support). Additional new local agency projects may be considered and amended into the OWP at a future date as needs are identified and regional resources allow.

SRTA's Comprehensive Budget – The agency's comprehensive budget summarizes all SRTA activities, including those not part of the OWP planning budget, such as road capital funds; transit capital and operations; and

building ownership. Not included in the comprehensive budget are other capital funds that are programmed but not directly administered by SRTA (e.g. State Transportation Improvement Program (STIP), Trade Corridors Enhancement Program (TCEP), and other grants).

Staff is working with federal and state partners to determine estimated funds available for the next fiscal year and working with local partners to determine estimated expenditures (e.g. pass-through funds, transit costs, and discretionary projects). Comprehensive budget numbers for FY 2020/22 will be available at the April board of directors meeting.

The board of directors, state and federal funding partners, member agencies, and the general public are invited and encouraged to provide comments on the proposed work program and budget. Feedback provided at the February board of directors meeting or through any other means will be considered. The final and complete FY 2020/22 OWP will be presented to the board of directors at the April meeting for adoption.

ALTERNATIVES:

The board of directors may direct staff to modify any element to the draft FY 2020/2022 work program and budget, provided such changes are consistent with available funding and eligibility requirements.

OTHER AGENCY INVOLVEMENT:

Staff met with the Federal Highway Administration and Caltrans on December 12, 2019, to discuss federal, state, and regional planning priorities. The draft work elements and budget were not available for review at the Technical Advisory Committee meeting; however, staff will accept feedback through the April board of directors meeting when the final OWP will be presented for adoption.

FISCAL IMPACT:

A final fiscal analysis of planning and comprehensive budgets will be provided at the April board of directors meeting. The draft FY 2020/21 OWP budget of \$2,304,015 is approximately \$114,556 less than the current FY 2019/20 budget and is consistent with current funding estimates.



Daniel S. Little, AICP, Executive Director

Attachments:

- A: Draft FY 2020/22 Work Elements and Planning Budget: www.srta.ca.gov/148/Overall-Work-Program
- B: Overview of How Regional Planning Priorities are Reflected in Draft FY 2020/22 Work Elements

Attachment B: How Regional Planning Priorities Reflected in the Draft FY 2020/22 OWP

Regional Planning Priority	Work Element(s)	Content
Park Marina Corridor	701.13 (SCS Development & Support)	Continuation/carryover from FY 2019/20 with no changes to scope or budget, using FY 2019/20 SB 1 Formula funds.
South Redding State Route 273 Corridor	To be determined pending funding source.	Partner with Caltrans District 2, city of Redding, and other regional stakeholders to develop a corridor improvement plan scope of work that can be used in a Caltrans planning grant application. If this application is unsuccessful, the project may be funded through SRTA's FY 2020/21 allocation of SB 1 Formula funds.
ShastaReady Implementation	707.08 (ShastaReady Adaptation Planning)	Continued from FY 2019/20, updated to reflect project status.
Roadway Safety	-	The county of Shasta and cities of Redding and Shasta Lake applied for and received funding from Caltrans to conduct Local Roadway Safety Plans. No matching funds were requested from SRTA; however, needs identified through these plans may be brought to SRTA at a future date.
Interstate 5 Corridor	702.03 (Grant Writing)	Provides staff hours and budget needed to respond to state and federal grant program opportunities that support Interstate 5 improvements.
Public Transportation	701.12 (Long-Range Transit Plan) 706.02 (Public Transportation Planning and Coordination) 708.03 (TDA Management)	Continuation/carryover work elements from FY 2019/20, updated to reflect project status.
Intercity Bus	702.03 (Grant Writing) 706.02 (Public Transportation Planning and Coordination) 706.06 (Greenhouse Gas Emission Reduction Programs) 701.12 (Long-Range Transit Plan) 707.03 (Alternative Fuels Vehicle Planning)	Researching and pursuing additional grants and ongoing planning and implementation activities.
On-Demand Transit	706.02 (Public Transportation Planning and Coordination) 701.12 (Long-Range Transit Plan)	Performance monitoring of Sunday On-Demand pilot project and evaluating the applicability and potential expansion of on-demand service as part of the Long-Range Transit Plan.
Active Transportation Trunk Line Network	703.01 (Active Transportation Planning) 703.05 (Sustainable Shasta) NEW 703.06 (GoShasta Trunk Lines)	Continuation/carryover of 703.01 from FY 2019/20, updated to reflect project status. Includes the administration of SRTA Regional Non-Motorized Program funds for implementation of the GoShasta Regional Active Transportation Plan. Sustainable Shasta (supports development of Active Transportation Program (ATP) grant applications) will be completed and grant funds fully expended in FY 2019/20. A new work element has been created in anticipation of a Caltrans grant to continue this effort (application pending).
Disadvantaged Communities Outreach	701.12 (Long-Range Transit Plan) NEW 707.09 (South Redding 273 Corridor Plan)	Both the Long-Range Transit Plan and South Redding 273 Corridor Plan include outreach strategies specifically targeting disadvantaged communities.