STAFF REPORT

MEETING DATE:	**December 15, 2020**
SUBJECT:	**Approve Formal Amendment #1 to Fiscal Year 2020/21 Overall Work Program (OWP)**
AGENDA ITEM:	**5-7**
STAFF CONTACT:	**Daniel Wayne, Senior Transportation Planner**

STAFF RECOMMENDATION:

It is recommended that the board of directors approve Formal Amendment #1 to the Fiscal Year (FY) 2020/21 Overall Work Program (OWP) by authorizing the chair to sign Resolution 20-15 (Attachment A), thereby reducing the budget by $128,334 (from $3,086,469 to $2,958,135).

DISCUSSION:

The OWP describes the agency's planning activities and serves as the comprehensive budget for the fiscal year (July 1 through June 30). The OWP must be amended periodically to reflect changes in estimated versus actual revenues and expenditures, changes to work tasks and products, and timelines.

Formal Amendment #1 to the FY 2020/21 OWP is needed to update estimated carryover amounts from the prior fiscal year to actual reconciled carryover balances. Carryover revenue has been reduced by $128,334 compared to original estimates. Since estimated carryover budgets in the OWP were included as a placeholder without major associated tasks, there is no impact to SRTA's work program. Additional changes include an increase of $1,250 in services and supplies for Work Element 706.02 (Public Transportation Planning and Coordination) and an updated timeline for Work Element 701.12 (Long-Range Transit Plan). Changes have been highlighted in the the amended OWP worksheets (Attachment B).

ALTERNATIVES:

Formal Amendment #1 is necessary to ensure eligibility for reimbursement of expenses associated with the OWP.

OTHER AGENCY INVOLVEMENT:

Caltrans reviews and approves all formal amendments to the OWP.

FISCAL IMPACT:

Formal Amendment #1 to the FY 2020/21 OWP reduces the budget by $128,334 (from $3,086,469 to $2,958,135) to make carryover amounts consistent with the SRTA's certification of expenditures by fund source for the prior fiscal year.

Jennifer Pollom

Jennifer Pollom, AICP, Senior Transporation Planner

Attachments:

A: Resolution 20-15: Formal Amendment #1 to the FY 2020/21 Overall Work Program

B: Work Elements Worksheets (changes highlighted)

Attachment A

RESOLUTION

RESOLUTION NUMBER:	**20-15**
SUBJECT:	**Formal Amendment #1 to SRTA's Fiscal Year 2020/21 Overall Work Program**

WHEREAS, Metropolitan Planning Organizations (MPO) are required by state and federal funding partners to maintain an Overall Work Program (OWP) as a planning, programming, and budgeting tool for the fiscal year (FY); and

WHEREAS, the Shasta Regional Transportation Agency (SRTA) is the designated MPO for the Shasta County region; and

WHEREAS, SRTA maintains an annual budget, a subset of which constitutes the OWP pursuant to State and Federal requirements; and

WHEREAS, the OWP must be amended to reflect changes in funding, schedules, and work products.

NOW, THEREFORE, BE IT RESOLVED that SRTA hereby approves Formal Amendment #1 to the FY 2020/21 OWP to be consistent with actual reconciled balances from the prior fiscal year, resulting in the following impact to individual fund sources:

Fund Source:	**Amount:**
• Federal Planning Carryover:	($72,040)
• Federal Transit Administration Section 5303 Carryover:	($49,999)
• Federal Transit Administration Section 5304 Carryover:	($24,599)
• Senate Bill 1 Formula Funds:	$39,719
• Adaptation Grant:	($20,791)

BE IT FURTHER RESOLVED that Formal Amendment #1 makes several minor changes, including a timeline adjustment and an increase in services and supplies budget.

PASSED AND ADOPTED this 15th day of December 2020, by the Shasta Regional Transportation Agency.

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Leonard Moty, Chair
Shasta Regional Transportation Agency

SHASTA REGIONAL TRANSPORTATION AGENCY

Adopted April 28, 2020

Summary of 2020/21 Overall Work Program Funding Requirements

Working Draft Formal Amendment for Dec (to match last FY reconcilliation)

Work Element	Description	FHWA PL	State Toll Credits*	State Toll Credits* (amendments)	FHWA PL Carryover	FTA 5303	FTA 5303 Carryover	FTA 5304	LTF	PPM	North State Super Region	Caltrans Adaptation Grant	SB1 Formula Funds	Total
		100.00%	11.47%	11.47%	100%	100%	100%		100%	100%	100%	100%		
701	**SYSTEM PLANNING**	*Note: Federal funding shown below includes toll credits. The 'State Toll Credits' column is shown for information purposes only and is not double counted in the 'Total by Fund Source' column to the far right.*												
701.01	Regional Transportation Plan	$ 121,906	13,983											$ 121,906
701.03	Performance Measures	$ 9,833	1,128											$ 9,833
701.09	Air Quality	$ 5,080	583											$ 5,080
701.11	Regional Data	$ -	0							$ 48,354				$ 48,354
701.12	Long Range Transit Plan (FY 18/19 SB1)	$ 95,501	10,954						$ 10,936				$ 144,544	$ 250,981
701.13	SCS Development & Support (FY 19/20 SB1)	$ -								$ 26,002			$ 30,588	$ 56,589
701.14	SCS Development & Support (FY20/21 SB1)								$ 11,655	$ 7,588			$ 167,765	$ 187,008
	Subtotal Work Element 701	**$ 232,320**	**$ 26,647**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 22,591**	**$ 81,944**	**$ -**	**$ -**	**$ 342,896**	**$ 679,752**
702	**WORK PROGRAM AND ADMINISTRATION**													
702.01	Transportation Improvement Programs (TIPS)	$ 89,934	10,315											$ 89,934
702.02	Overall Work Program	$ 67,411	14,728			$ 60,994			$ 39,221					$ 167,626
702.03	Grant Writing and Technical Assistance								$ 46,165					$ 46,165
	Subtotal Work Element 702	**$ 157,345**	**25,043**	**0**	**$ -**	**$ 60,994**	**$ -**	**$ -**	**$ 85,386**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 303,726**
703	**NON-MOTORIZED PLANNING**													
703.01	Active Transportation Planning	$ 39,630	5,380		$ -				$ 2,000	$ 8,634				$ 50,264
703.05	Sustainable Shasta (carryover)							$ 75,401		$ 13,642				$ 89,043
703.06	Shasta Trunk Lines		0		$ -			$ 584,545		$ 78,517				$ 663,062
	Subtotal Work Element 703	**$ 39,630**	**5,380**	**0**	**$ -**	**$ -**	**$ -**	**$ 659,946**	**$ 2,000**	**$ 100,793**	**$ -**	**$ -**	**$ -**	**$ 802,369**
704	**PUBLIC AND INTER-AGENCY PARTICIPATION**													
704.01	Public Information & Participation	$ 96,473	31,477		$ 177,960									$ 274,433
	Subtotal Work Element 704	**$ 96,473**	**31,477**	**0**	**$ 177,960**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 274,433**
705	**PLANNING TOOLS**													
705.02	GIS Applications		0							$ 41,890	$ -			$ 41,890
705.05	Travel Demand Model	$ 79,020	9,064											$ 79,020
	Subtotal Work Element 705	**$ 79,020**	**9,064**	**0**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 41,890**	**$ -**	**$ -**	**$ -**	**$ 120,910**
706	**PUBLIC TRANSPORTATION PLANNING**													
706.02	Public Transportation Planning & Coordination		2,295			$ 20,010	$ 1		$ 212,891		$ -			$ 232,902
706.03	RABA Short Range Transit Plan (uses RABA's LTF allocation)													$ -
706.06	Greenhouse Gas Reduction Fund Programs (LCTOP)		0						$ 27,998					$ 27,998
	Subtotal Work Element 706	**$ -**	**2,295**	**0**	**$ -**	**$ 20,010**	**$ 1**	**$ -**	**$ 240,889**	**$ -**	**$ -**	**$ -**		**$ 260,900**
707	**SPECIAL PROJECTS**													
707.01	Corridor Studies & Project Review	$ 21,211	2,433											$ 21,211
707.03	Alternative Fuels Vehicle Planning	$ 35,779	4,104											$ 35,779
707.04	Goods & Freight Coordination and Planning	$ 2,128	244							$ 10,357				$ 12,485
707.08	ShastaReady Adaptation Planning	$ -	0							$ 50,917		$ 233,735		$ 284,651
	Total Work Element 707	**$ 59,118**	**6,781**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 61,274**	**$ -**	**$ 233,735**	**$ -**	**354,127**
708	**TRANSPORTATION DEVELOPMENT ACT**													
708.03	Transportation Development Act Management		0	0					$ 126,546					$ 126,546
708.04	Transit and CTSA Agency Administration		0	0					$ 32,453					$ 32,453
	Subtotal Work Element 708	**$ -**	**0**	**0**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 158,999**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 158,999**
800	**OTHER**													
801.01	North State Super Region		0	0							$ 2,921			$ 2,921
	Subtotal Work Element 800	**$ -**	**0**	**0**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 2,921**	**$ -**	**$ -**	**$ 2,921**
	Total of Budget by Fund Source	**$ 663,906**	**$ 106,687**	**$ -**	**$ 177,960**	**$ 81,004**	**$ 1**	**$ 659,946**	**$ 509,865**	**$ 285,901**	**$ 2,921**	**$ 233,735**	**$ 342,896**	**$ 2,958,135**

Non-OWP SRTA Projects

Description	RSTP	TIRCP	LCTOP									Total
Sunday On-Demand Transit Service Pilot Project			$ 78,829									$ 78,829
Local Streets and Roads Needs Assessment	$ 1,063											$ 1,063
North State Intercity Bus System Administration		$ 274,830										$ 274,830
Total of Budget by Fund Source	1,063	274,830	78,829	0	0	0	0	0	0	0	0	354,722

Capital Infrastructure, Transit Agency Operations, and Overhead Costs

Description	RSTP**	LTF	STA	LCTOP	Indirect Non-Labor Costs	Rental Fund	SGR	TIRCP				Total By Fund Source Proof
RSTP Streets & Roads Formula Allocations	$ 2,460,637											$ 2,460,637
LTF Streets & Roads (Article 8)		$ 5,143,806										$ 5,143,806
LTF Transit Operation (Article 4)		$ 1,173,597										$ 1,173,597
STA Transit Operation			$ 2,437,696									$ 2,437,696
Sunday On-Demand Transit Pilot Project				$ 221,171								$ 221,171
Indirect, Non-Labor Costs					$ 290,050	$ (47,016)						$ 243,034
CTSA (Dignity Health Connected Living)		$ 370,054										$ 370,054
State of Good Repair (Transit Vehicles and Assets)							$ 240,977					$ 240,977
Regional Non-Motorized Program		$ 870,373										$ 870,373
North State Intercity Bus Purchase								$ 8,200,000				$ 8,200,000
Total Operational and Capital	**$ 2,460,637**	**$ 7,557,830**	**$ 2,437,696**	**$ 221,171**	**$ 290,050**	**$ (47,016)**	**$ 240,977**	**$ 8,200,000**	**$ -**			**$ 21,361,345**

** Toll credits provided by the State of California are being utilized as a match for federal FHWA PL and FTA 5303 funds. The FHWA PL and FTA 5303 amounts shown in the Budget Revenue Summary Sheet represent 100% of the total federal participation cost, therefore toll credits are not included in the total revenue amount.*

*** RSTP amount includes direct to recipient county of Shasta shares.*

Comprehensive FY 2019/20 Budget:	**$ 24,674,202**

WORK ELEMENT 701.12 — Long Range Transit Plan (FY 2018/19 Funds)

Agency: **SRTA** | **Total Budget (FY 2019/20): $ 250,981** | **Estimated Budget (FY 2020/21): $ -**

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2020/21 & 2021/22

Staff Allocations and Funding Requirements	FY 2020/21							FY 2021/22					
	Expenditures							Expenditures					
SRTA	Direct	Indirect	FHWA PL	Toll Credits Cash*	Total FHWA	LTF	FY 18/19 SB 1 Formula Funds	Direct	Indirect	FHWA C/O	Toll Credits*	Total FHWA C/O	FY 19/20 SB 1 Formula Funds
Personnel	$ 56,764	$ 48,311	$ 83,341	$ 10,798	$ 94,139	$ 10,936	$ -	$ -	$ -	$ -	$ -	$ -	
Services & Supplies			$ -	$ -	$ -		$ -	$ -		$ -	$ -	$ -	
Human Resources	$ 1,362		$ 1,206	$ 156	$ 1,362		$ -	$ -		$ -	$ -	$ -	
								$ -		$ -	$ -	$ -	
Consultant (Nelson Nygaard)	$ 144,544						$ 144,544					$ -	
(reconcilled c/o)												$ -	
TOTAL:	**$ 202,670**	**$ 48,311**	**$ 84,547**	**$ 10,954**	**$ 95,501**	**$ 10,936**	**$ 144,544**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

**Toll Credits are shown for matching purposes only and are not considered revenue*

Previous Accomplishments

Administered consultant procurement process. Initial project kick-off meeting with consultant was held in March 2020 and work begun on initial tasks.

Objective

This work element has a two-part objective: 1) define SRTA's role with regard to the long-range development of regional public transportation services; 2) develop an action-oriented program of projects, program, and other investments needed to achievev regional performance goals in the Regional Transportation Plan; and 3) develop a plan for the timely expansion of interregional passenger rail service, one that is integrated and coordinated with other current and planned modal services (i.e. intercity bus and passenger air service). This project also furthers the MOU between SRTA, Redding Areas Bus Authority, and Shasta County Department of Public Works for the coordination transit planning and programming of state/federal funds to support the ongoing and future development of transit services in the Redding urbanized area and the Shasta Region (MOU executed July 2018).

Discussion/Project Justification

Public transportation is at the beginning of technology-driven change. With the advent and popularity of on-demand app-based ride services, general public expectations regarding public transportation is evolving. Transit ridership has remained flat or is declining in many regions due in part to private-sector options that are more responsive to rider needs. These services are, however, comparatively expensive and not fully accessible to all individuals. Public transportation needs to evolve to address changing rider needs and expectations if it is to become a viable option for a more citizens, and if the region is going to meet performance targets, including roadway level of service, air quality, social equity, and greenhouse gas emissions. SRTA is developing an on-demand Sunday transit service to address a longstanding unmet transit need and test a new service delivery strategy. A long-range regional plan is needed to guide this process - one that clarifies SRTA's changing role.

Enhanced intercity transportation has long been a goal of the region. Passenger air services has fluctuated greatly in recent years - both in service and reliability. New direct service to Los Angeles - scheduled to begin in October 2018 - will help address this. Current Amtrak passenger rail service is not convenient and reliable enough to be relevant. For a time a private company provided shuttle service to Sacramento International Airport, but this was discontinued. Recently, SRTA received a TIRCP grant to provide intercity bus service between Redding and Sacramento, known as the Salmon Runner. In addition to connecting to the Sacramento International Airport and Downtown Sacramento, it was hoped that it would connect to planned high-speed rail; however, the state has dropped the Sacramento station from the latest high-speed rail plan. Feeder service or connections to high-speed rail at other locations will be considered as part of SRTA's overall long-range transit planning process. The last regional passenger rail study was completed by Butte County Association of Governments in 1995. A new study that reflects recent changes needs to be developed.

The geographic scope of the project is the entire region, but focusing on areas served by public transportation. SRTA uses both CalEnviroscreen and regionally-developed methodology to identify the location and characteristics of disadvantaged populations. This is documented in the adopted RTP. Targeted outreach within these areas will be peformed, incuding surveying and other direct outreach efforts.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

This work element is funded with SB 1 Formula Funds, administered through the Caltrans Sustainable Communitie Grant Program. The purpose of the LRTP is to help the region achieve ambitious assumptions for expanded public transportation services and ridership in the adopted SCS. Despite recent efforts, ridership is trending downward. The LRTP will identify a range of strategies, with anticipated performance results, that the SRTA Board of Directors may consider for implementation. This work element includes FHWA PL funds and is aligned with federal goals for an effective multimodal network that supports System Efficiency by reducing VMT and maximizing throughput on regionally significant roadways.

FY 2020/21 Deliverables (anticipated delivery date)

1) Technical memo documenting research questions and findings (July 2020); 2) Technical memo documenting modeling results and variables affecting the long-range delivery and effectiveness of transit services (Dec 2020); 3) Final Report (Mar 2021).

Task 1: Long-Range Transit Plan

Task/Activity		Resp. Agency	Schedule
1.1	Stakeholder and public outreach, including creation of project technical advisory committee (TAC); online information campaign; public open house; and direct outreach to identified Disadvantaged Communities including targeted surveying.	SRTA, Consultant	July 2020 - Dec 2020
1.2	Compile existing transit-related data, finances, and plans. Update and fill in gaps as needed. Deliverable: technical memo documenting available data, data gaps, and method for addressing gaps.		
1.3	Peform 'big data' (Streetlight Data contract) analytics, including development of research questions, perform data queries, and report findings.		
1.4	Evaluate future conditions, including 1) extend travel demand modeling and emissions post processing to 2042 (to align with 2022-2042 RTP update); and 2) document uncertainties and disruptive technologies/practices affecting the delivery and utilization of transit services.		
1.5	Develop transit service delivery scenarios and evaluate. Deliverable: technical memo documenting alternative scenarios and respective advantages.		Dec 2020 - Jan 2021
1.6	Prepare draft and final report, including presentations to advisory committees, transit partners, and the board of directors. *Deliverable: final report.* Note: funding expires February 2021, but extented 30 days to end of March.		Feb 2021 - Apr 2021

WORK ELEMENT 701.13	SCS Development & Support (FY 2019/20 Funds)

Agency: **SRTA** **Total Budget (FY 2020/21): $ 56,589** Estimated Budget (FY 2020/21): **$ 77,039**

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2020/21 & 2021/22

Staff Allocations and Funding Requirements	FY 2020/21							FY 2021/22					
	Expenditures		Revenue by Fund Source ($)					Expenditures		Revenue by Fund Source ($)			
SRTA	Direct	Indirect	FHWA PL C/O	Toll Credits*	Total FHWA C/O	PPM	SB1 19/20 Formula	Direct	Indirect	FHWA PL C/O	Toll Credits*	Total FHWA C/O	PPM
Personnel	$ 11,647	$ 9,912				$ 21,559	$ -	$ 11,647	$ 9,912		$ -	$ -	$ -
Services & Supplies	$ 200		$ -			$ 200	$ -	$ 200	$ -	$ -	$ -	$ -	$ -
Human Resources	$ 280					$ 280	$ -	$ 280	$ -		$ -	$ -	$ -
						$ -		$ -	$ -	$ -	$ -	$ -	$ -
City of Redding (Consultant:TJKM)	$ 34,551					$ 3,963	$ 30,588	$ 55,000	$ -	$ 48,692	$ 6,309	$ 55,000	$ 30,588
Reconcilled c/o from 19/20 $186,000 award													
TOTAL:	**$ 46,677**	**$ 9,912**	**$ -**	**$ -**	**$ -**	**$ 26,002**	**$ 30,588**	**$ 67,126**	**$ 9,912**	**$ 48,692**	**$ 6,309**	**$ 55,000**	**$ 30,588**

**Toll Credits are shown for matching purposes only and are not considered revenue*

Previous Accomplishments

SRTA developed and administered an Infill & Redevelopment Incentive Pilot Program in 2015, which provided technical assistance in support of the City of Redding and K2 Development's Affordable Housing and Sustainable Communities (AHSC) Program grant application. A $20M grant was awarded. Construction is expected to begin in May 2018 on redevelopment of the vacant Dicker's Department Store, new complete streets surrounding the project, and active transportation improvement connecting the Downtown Transit Center and the Sacramento River Trail. Cycle II of SRTA's Infill & Redevelopment Progam provided funding to the city of Redding for active transportation corridor planning and a downtown parking study. Deliverables supported a joint AHSC application submitted by The McConnell Foundation, K2 Development, and the city of Redding in January 2018, resulting in a $20M AHSC and $4M IIG grant for redevelopment of the Downtown Parking Structure into mixed use housing/commercial, connect Yuba and Butte Streets to California Street, and enhance non-motorized facilities.

Objective

To provide technical assistance to local agency and private sector partners in identifying projects, performing conceptual design, and carrying out analyses needed to advance projects that support implementation of the Regional Transportation Plan/Sustainable Communities Strategy (SCS) and meeting greenhouse gas emission reduction targets through coordinated transportation investment and land use strategies. As these partnerships and investments begin to yield tangible outcomes, SRTA will continue to align planning and infrastructure investments to achieve the critical mass and intensity of factors known to influence travel behavior - also known as the 5 'D Factors' described in the 2018 RTP/SCS.

Discussion/Project Justification

In order to maintain livable and economically active communities, investments in transportation infrastructure and services must be balanced with transportation-efficient land use – meaning a mix of development types, closer together, with access to multiple travel options. The 2015 Regional Transportation Plan (RTP) includes ambitious assumptions for new housing, jobs, and commercial development in Strategic Growth Areas (see attached map) served by the next generation of active transportation infrastructure and public transportation services. SRTA may utilize regional funds and programs to influence and facilitate these goals, but the 2015 RTP cannot be realized without local agency and private sector participation. The Infill & Redevelopment Incentive Pilot Program was developed to cultivate projects and partnerships needed to compete for grants. SCS land use patterns are supported by multi-modal services, programs, and infrastructure developed under different work elements of this OWP.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

This work element is funded with SB 1 Formula Funds, administered through the Caltrans Sustainable Communitie Grant Program. Throught this work element, projects are fostered with local jurisidictions and community partners that that implement the region's adopted SCS. The Park Marina Corridor is located in the Downtown Redding Strategic Growth Area - an area designated for increased housing and jobs served by mulitmodal infrastructure and services. Certain elements of the city of Redding's area plan need to be refreshed, including public outreach, in order to guide the developement of this corridor. Once completed, SRTA, the city of Redding, and local private sector developers will be able to move forward with capital investments and capital grant applications for projects that implement the plan and make quantiable progress toward regional GHG emission reduction targets.

FY 2020/21 Deliverables (anticipated delivery date)

1) Technical memo documenting research questions and findings (July 2020); 2) Technical memo documenting modeling results and variables affecting the long-range delivery and effectiveness of transit services (Dec 2020); 3) Final Report (Mar 2021).

Task 1:	Park Marina Corridor Plan		
Task/Activity		**Resp. Agency**	**Schedule**
1.1	Research, data collection, analysis and modeling. Includes: a) consideration of city vision and intent (*deliverable: technical memo*); b) review existing technical data and compile/collect data needed for planning analysis (*deliverable: technical memo*); c) traffic forecasts (*deliverable: ShastaSIM outputs*); d) right of way survey (*deliverable: right of way maps*); e) preliminary investigations to indentify future environmental work (*deliverable: technical memo*); and f) traffic operation analysis and modeling (*deliverable: ShastaSIM outputs and technical memo*).	City of Redding, consultant (TJKM)	Jul 2020 - Jun 2021
1.2	Project meetings and outreach. Includes: a) project management; and b) public outreach (deliverable: outreach plan and outreach products).		
1.3	Production of Park Marina Drive Corridor Plan. Includes: a) draft Park Marina Corridor Plan (*deliverable: draft plan*); b) final Park Marina Corridor Plan (*deliverable: final plan*).		

Task 2:	SRTA Oversight		
Task/Activity		**Resp. Agency**	**Schedule**
2.1	Participate in planning process, including public outreach events, review and comment on draft material, and other technical support tasks. *Note: ShastaSIM modeling to be provided through on-call service contract under WE 705.05).*	SRTA,	July 2020 - Oct 2021
2.2	Review quarterly reports, process invoices, and other administrative support tasks.		

WORK ELEMENT 703.05	**Sustainable Shasta**

Agency: **SRTA** **Total Budget (FY 2020/21): $ 89,043** **Estimated Budget (FY 2020/21): $ 13,642**

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2020/21 & 2021/22

Staff Allocations and Funding Requirements	**FY 2020/21**							**FY 2021/22**						
	Expenditures		**Revenue by Fund Source ($)**					**Expenditures**		**Revenue by Fund Source ($)**				
SRTA	**Direct**	**Indirect**	**PPM**	**FTA 5304**	**FHWA C/O Cash**	**Toll Credits Cash**	**FHWA C/O Total**	**Direct**	**Indirect**	**PPM**	**FTA 5304**	**FHWA C/O Cash**	**Toll Credits Cash**	**FHWA Total**
Personnel	$ 7,276	$ 6,192	$ 13,468	$ -	$ -	$ -	$ -	$ 7,276	$ 6,192	$ 13,468	$ -	$ -	$ -	$ -
Services & Supplies			$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Human Resources	$ 175		$ 175	$ -	$ -	$ -	$ -	$ 175	$ -	$ 175	$ -	$ -	$ -	$ -
								$ -	$ -	$ -	$ -	$ -	$ -	$ -
Consultant (Alta) **and City of**	$ 75,401		$ -	$ 75,401	$ -		$ -		$ -	$ -		$ -	$ -	$ -
Redding (for eligible portions														
of Park Marina Drive planning)														
TOTAL:	**$ 82,851**	**$ 6,192**	**$ 13,642**	**$ 75,401**	**$ -**	**$ -**	**$ -**	**$ 7,450**	**$ 6,192**	**$ 13,642**	**$ -**	**$ -**	**$ -**	**$ -**

**Toll Credits are shown for matching purposes only and are not considered revenue*

Previous Accomplishments

SRTA recieved a FY 17/18 Sustainable Communities Planning Grant for 'Sustainable Shasta: A Walk and Bike Network for Downtowns'. Alta Design was contracted to carry out the scope of work. Design concepts have been prepared for several projects and utilized in public outreach and as exhibits in subsequent capital grant applications.

Objective

To plan a series of capital grant-ready active transportation projects that: 1) implement the adopted RTP/SCS and GoShasta Active Transportation Plan; and 2) help the region meet performance targets for active transportation mode share and safety. Deliverables are coordinated the allocation of Regional Non-Motorized Program funds when seeking various discretionary grant funds.

transportation mode share and safety. Deliverables are coordinated the allocation of Regional Non-Motorized Program funds when seeking various discretionary grant funds.

Performance outcomes of the '2018 Regional Transportation Plan/Sustainable Communities Strategy for Shasta County' (RTP/SCS) are premised on the accelerated delivery of active transportation infrastructure, focusing on next generation designs combined with supportive programs and amenities. Conventionally strategies will not achieve the mode shift assummed in the travel demand model nor will they allow the region to meet its CARB-assigned greenhouse gas (GHG) emission reduction target. In February of 2018, the GoShasta Regional Active Transportation Plan was adopted. This plan defines high-quality active transportation infrastructure types and design features (e.g. Class IV separated bikeways/cycle tracks, protected intersections, rectangular rapidly flashing beacon, etc.); amenities (e.g. wayfinding signage, racks, lockers, stair ramps, fix-it stations, air stations, hydration stations, benches, shelters, etc.), and programmatic support (e.g. bike share, safety training, incentives, etc.). Sustainable Shasta addresses the need for grant-ready, transformational active transportation projects. The Regional Non-Motorized Program addresses the need for local match. Together, these programs help local jurisdictions compete for discretionary capital grants required for implementation.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Sustainable Shasta is funded through a Caltrans Sustainable Communities Program Grant and is consistant with program goals thereof. The purpose of this work element is to generate grant ready active transportation projects, focusing on a network of high quality facilities connecting trip origins and destinations across the region. In doing so, this work element also suports the goals and objectives of the Active Transportation Program. Active transportation trunk lines, if implemented consistent with design standards located in the GoShasta ATP, will result in an increased proportion of trips accomplished by biking and walking by providing a compelling alternative to vehicle travel; increase safety and mobility for non-motorized users by reducing collisions and connecting trip origins and destinations; enhance public health by inceasing physical activity; and help disadvantaged communities fully share in the benefits of the program by prioritizing improvements in disadvantaged areas that connect to services, education, shopping, and employment. In addition, trunk lines are an important component of the region's SCS for achieving Greenhouse Gas (GHG) reduction goals, pursuant to SB 375 (of 2008).

FY 2020/21 Deliverables (anticipated delivery date)

Publicly vetted conceptual designs and budgets for active transportion facilities that are consistent with the GoShasta Active Transportation Plan (balance of what was not completed last fiscal year) (Dec 2020), Final Report (Dec 2020).

Task 1:	**Procurement and Reporting**		
Task/Activity		**Resp. Agency**	**Schedule**
1.1	Prepare request for proposals, procure consultant. Deliverables are procurement package(s) including request for proposals, proposals; selection documents, and consultant contract.	SRTA	July - Dec 2020
1.2	Kick-off meeting between SRTA, consultant and Caltrans. Deliverables are kick-off meeting agenda and minutes; project management plan with defined roles; updated project schedule.	SRTA, Consultant Caltrans	
1.3	Administer grant, including quarterly reports to Caltrans and invoicing. Deliverables are quarterly reports, invoices, and final report.		

Task 2:	**Outreach and Stakeholder Communication**		
Task/Activity		**Resp. Agency**	**Schedule**
2.1	Workshop between SRTA, consultant and project partners. Deliverables are stimulating workshop posters, speaker list, attendee list, presentations, refreshments.	SRTA, Consultant, project partners	July - Dec 2020
2.2	Coordinate project team communication. Deliverables are project team list, sign-in sheets, agendas, minutes, project updates, presentation material.		
2.3	Coordinate 15-20 outreach meetings, including neighborhood focus groups – piggybacking with on-going neighborhood association and other organization coordination (e.g. Healthy Shasta), – stakeholder interviews, and site visits. Participants will be directly invited to final presentations in Task 5.3. Deliverables are schedules, notes, invitations, participation counts from 15-20 outreach meetings.		
2.4	Summary of outreach and stakeholder communication. Deliverable is a technical memorandum summarizing outreach and stakeholder communication and results.		

Task 3:	**Corridor Alignment and Layout**		
Task/Activity		**Resp. Agency**	**Schedule**
3.1	Analyze and present alternative context-appropriate non-motorized alignments and layouts for 15 to 20 corridors with limited automobile conflicts into seven regional SGAs. A new generation of Class I and Class IV non-motorized projects that enhance connectivity to surrounding neighborhoods facilities are needed to expand mobility options within and to SGAs. Deliverables are alignment and layout alternatives for 15 to 20 corridors into SGAs.	SRTA, Consultant, project partners	July - Dec 2020
3.2	Recommend non-motorized alignments and layouts for 15-20 corridors into SGAs. Deliverables are recommended alignments and layouts for 15-20 corridors into SGAs.		
3.3	Analyze and present alternative alignments and layouts of destination streets or blocks in SGAs. Deliverables are alignment and layout alternatives for destination streets/blocks in SGAs.		
3.4	Recommend alignments and layouts for destination streets/blocks in SGAs. Deliverables are recommended alignments and layouts for destination streets/blocks in SGAs.		
3.5	Summary of corridor alignments and layouts. Deliverable is a technical memorandum summarizing corridor alignment and layout results.		

Task 4:	**Regional Policies and Procurement Program**		
Task/Activity		**Resp. Agency**	**Schedule**
4.1	Establishment of regional non-motorized funding policies that point partner agencies to the most up-to-date guidance on advanced bicycle and pedestrian infrastructure (e.g. NACTO Urban Bikeway Design Guide) and promote projects that include non-motorized amenities. Deliverables are regional nonmotorized funding policies for advanced non-motorized infrastructure and amenities.	SRTA, Consultant, project partners	July - Dec 2020
4.2	Development of a procurement program for non-motorized transportation amenities (e.g. wayfinding signage, racks, lockers, stair ramps, fix-it stations, air stations, hydration stations, benches, shelters, etc.). Deliverable is a procurement program for amenities.		
4.3	Summary of regional funding policies and amenities procurement program. Deliverable is a technical memorandum summarizing regional non-motorized funding policies and amenities procurement program.		

Task 5:	**Final Report**		
Task/Activity		**Resp. Agency**	**Schedule**
5.1	Summary of regional funding policies and amenities procurement program. Deliverable is a technical memorandum summarizing regional non-motorized funding policies and amenities procurement program.	SRTA, Consultant	July - Dec 2020
5.2	Final report printing and circulation. Deliverable is final report in printed and digital formats.		
5.3	Present final report (totaling 6-8 final presentations) to project team boards and councils, Caltrans executive management and SRTA board. Deliverables are presentations (6-8) to project team boards and councils, Caltrans executive management and SRTA board.		

WORK ELEMENT 704.01 — Public Information and Participation

Agency: SRTA | **Total Budget (FY 2019/20): $ 274,433** | **Estimated Budget (FY 2020/21): $ 96,768**

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2020/21 & 2021/22

Staff Allocations and Funding Requirements	FY 2020/21								FY 2021/22					
	Expenditures		Revenue by Fund Source ($)						Expenditures		Revenue by Fund Source ($)			
SRTA	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	FHWA PL Carryover	Toll Credits*	Total FHWA PL C/O	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA	LTF
Personnel	$ 47,509	$ 40,434	$ 77,856	$ 10,087	$ 87,943				$ 47,509	$ 40,434	$ 77,856	$ 10,087	$ 87,943	$ -
Services & Supplies	$ 1,000		$ 885	$ 115	$ 1,000	$ -			$ 1,000	$ -	$ 885	$ 115	$ 1,000	$ -
Human Resources	$ 1,140		$ 1,009	$ 131	$ 1,140	$ -			$ 1,140	$ -	$ 1,009	$ 131	$ 1,140	$ -
						$ -			$ -	$ -	$ -	$ -	$ -	$ -
Consultant (CivicPlus hosting)	$ 5,890		$ 5,214	$ 676	$ 5,890	$ -			$ 6,185	$ -	$ -	$ -	$ -	$ 6,185
SSL Certificate/Misc.	$ 500		$ 443	$ 57	$ 500	$ -			$ 500	$ -	$ -	$ -	$ -	$ 500
Consultant (reconcilled c/o)	$ 177,960					$ 157,548	$ 20,412	$ 177,960						
TOTAL:	**$ 233,999**	**$ 40,434**	**$ 85,408**	**$ 11,065**	**$ 96,473**	**$ 157,548**	**$ 20,412**	**$ 177,960**	**$ 56,334**	**$ 40,434**	**$ 79,751**	**$ 10,333**	**$ 90,083**	**$ 6,685**

**Toll Credits are shown for matching purposes only and are not considered revenue*

Previous Accomplishments

Performed SRTA Board of Directors and TAC meetings; adopted 2019 Public Participation Plan; updated Title VI plan and Limited English Proficiency Plan; managed social media announcements on Facebook and Twitter accounts. Developed and produced agency report to convey recent, current, and planned projects and programs and to invite and encourage broad-based community participation. Carried out procurement process and contracted for 5-year web hosting. Drafted new agency website design.

Objective

To be transparent in all agency activities and decision-making processes. To provide information and resources that are accessible, approachable, and meaningful to SRTA's broad range of customers, including the general public, public agency partners, and other stakeholders affected by or interested in the agency's plans, programs, and decisions. Increase public awareness about SRTA, its projects and how they are impacted by, or impact, the public.

Discussion

As the state-designated Regional Transportation Planning Agency (RTPA) and federally-designated Metropolitan Planning Organization (MPO) for Shasta County, SRTA plays a central role in creating, strengthening, and leveraging partnerships to meet regional challenges and opportunities. SRTA's primary public communication tool is the board of directors meetings held five times per year and augmented as needed with special meetings. In addition, SRTA maintains a Shasta Public Participation and Partnership Plan (Title VI) outlining SRTA's process for providing all affected or otherwise interested stakeholders with reasonable opportunities to be involved in the metropolitan transportation planning and programming process. As described in this plan, SRTA considers each activity individually and utilizes strategies designed to facilitate public access, awareness, and/or action. SRTA's most popular and effective tool for day-to-day outreach activities is the agency's website, which now features community engagement tools. Social media applications, including Facebook and Twitter, are also utilized. Appendix A of the plan documents SRTA's procedures directing the roles, responsibilities, and key decision points for consultation with Tribal Governments and Federal Land Management Agencies pursuant to 23 CFR 450.316 (e) (see www.srta.ca.gov/166/Public-Participation).

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Involving the public is one of five core MPO planning functions, and is carried out in accordance with federal and state requirements. SRTA maintains a Public Participation and Partnership Plan (Title VI), prepared in accordance with state and federal guidance, to guide SRTA's activities. Public participation is an integral part of the transportation process which helps to ensure that decisions are made in consideration of and to benefit public needs and preferences. Early and continuous public involvement brings diverse viewpoints and values into the decision-making process. This process enables agencies to make better informed decisions through collaborative efforts and builds mutual understanding and trust between the agencies and the public they serve. Successful public participation is a continuous process, consisting of a series of activities and actions to both inform the public and stakeholders and to obtain input from them which influence decisions that affect their lives.

FY 2020/21 Deliverables (anticiated delivery date)

1) Agency website (ongoing); and 2) fiscal year end review of goals in the current Shasta Public Participation and Partnership Plan (Title VI).

Task 1:	Agency website (www.srta.ca.gov)		
Task/Activity		**Resp. Agency**	**Schedule**
1.1	Ongoing updates and periodic refreshing of agency website.	SRTA	Ongoing
1.2	Website services, including web-domain hosting, security certificate, and social media.	Services & Supplies	Annual
1.3	Manage online community engagement tools, including Facebook, Twitter, and community voice modules on agency website.	SRTA	Jul 2020 - Jun 2022
Task 2:	**Public Information and Notifications**		
Task/Activity		**Resp. Agency**	**Schedule**
2.1	Provide information to the public regarding regional transportaton infrastructure and services, including but not limited press releases, social media, and presentations to community groups.	SRTA	Jul 2020 - Jun 2022
2.2	Provide ready-to-publish information to member agencies on transportation projects with a regional funding component, for use in local public outreach efforts.	SRTA, Consultant	
2.3	Legal notices and advertisments regarding SRTA planning and programming activities.	Services & Supplies	
Task 3:	**Shasta Public Participation and Partnership Plan (Title VI)**		
Task/Activity		**Resp. Agency**	**Schedule**
3.1	Track efforts described in the Shasta Public Participation and Partnership Plan (Title VI) (i.e. the 3 A's: Access, Awareness, and Action). Note: the PPP was last updated in 2019 and must be updated every three years.	SRTA	Jul 2020 - Jun 2022

WORK ELEMENT 706.02 — Public Transportation Planning & Coordination

Agency: SRTA | **Total Budget (FY 2018/19):** $ 232,902 | **Estimated Budget (FY 2020/21):** $ 228,034

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2020/21 & 2021/22

Staff Allocations & Funding Requirements	FY 2020/21									FY 2021/22								
	Expenditures		Revenue by Fund Source ($)							Expenditures		Revenue by Fund Source ($)						
SRTA	Direct	Indirect	FTA 5303	Toll Credits*	FTA 5303 Total	FTA 5303 C/O	Toll Credits *	FTA 5303 C/O Total	LTF	Direct	Indirect	FTA 5303	Toll Credits*	FTA 5303 Total	FTA 5303 C/O	Toll Credits*	FTA 5303 C/O Total	LTF
Personnel	$120,645	$102,679	$ 9,236	$ 1,197	$ 10,433				$212,891	$ 120,645	$ 102,679	$57,315	$7,426	$64,741	$33,000	$4,275	$ 37,275	$ 121,308
Services & Supplies	$ 1,815		$ 1,607	$ 208	$ 1,815					$ 1,815	$ -	$ 1,607	$ 208	$ 1,815				$ -
Human Resources	$ 2,895		$ 2,563	$ 332	$ 2,895					$ 2,895	$ -	$ 2,563	$ 332	$ 2,895				$ -
Consultant (TBD)	$ 4,867		$ 4,309	$ 558	$ 4,867													
Consultant (reconcilled c/o)	$ 1					$ 1	$ 0	$ 1										
TOTAL:	**$130,224**	**$102,679**	**$17,715**	**$2,295**	**$ 20,010**	**$ 1**	**$ 0**	**$ 1**	**$212,891**	**$ 125,356**	**$ 102,679**	**$61,485**	**$7,966**	**$69,451**	**$33,000**	**$4,275**	**$ 37,275**	**$ 121,308**

**Toll Credits are shown for matching purposes only and are not considered revenue*

Previous Accomplishments

Performed annual Transit Needs Assessment; managed Social Services Transportation Advisory Council (SSTAC); Provided technical assistance to Federal Transit Administration (FTA) grant applicants. Reviewed FTA grant proposals and presented to the board of directors for approval. Restructured and enhanced the Unmet Transit Needs process. Tracked Greenhouse Gas Reduction Fund transit programs. A Memorandum of Understanding was developed and executed (July 2018) between SRTA, Redding Areas Bus Authority, and Shasta County Department of Public Works for the purpose of coordination of ongoing transit planning and programming of state/federal funds that support the ongoing and future development of transit services in the Redding urbanized area and the Shasta Region.

Objective

Meet transit planning mandates required by law; ensure public transportation is community-responsive in a dynamic and changing service environment; and make progress toward RTP goals by continually improving public transportation service, efficiency, and performance.

Discussion

Under California's Transportation Development Act (TDA), SRTA is required to perform the annual unmet transit needs assessment and organize the Social Services Transportation Advisory Committee (SSTAC). The Coordinated Human Services Transportation Plan is a federally mandated plan that prioritizes transportation services for funding and implementation, with an emphasis on transportation needs of persons with disabilities, older-adults and individuals of limited means. This plan is updated every five years.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Properly designed and implented public transportation services result in increased mode split, thereby reducing VMT and increasing System Performance measures for the vehicle network. Increased public transportation usage also reduce Criteria Pollutants in support of National Ambient Air Quality and reduces transportation sector greenhouse gas emissions in support of CARB-assigned regional greenhouse gas emission reduction targets.

FY 2020/21 Deliverables (anticipated delivery date)

Fiscal year end review of implementation of the 2017 Shasta Coordinated Transportation Plan and the effectiveness of these efforts (Jun 2021).

Task 1: Transit Coordination

Task/Activity		Resp. Agency	Schedule
1.1	Communication and coordination with intercity public transportation providers and public transportation providers operating in surrounding regions needed, including participation in discussions related to 'Shasta 211' services, as needed.	SRTA	Jul 2020 - June 2022
1.2	Participate in interagency meetings and workshops that support public transit planning, including: CalACT, transit board meetings, and/or similar such meetings.		
1.3	Discuss and develop scopes of work for projects that are eligible for FTA 5307, 5311, and 5339 funding. Discuss options for obtaining more funds for the region, including discretionary FTA grants such as 5311(c), 5311(f), and 5339(c).		
1.4	Discuss and develop scopes of work for projects that are eligible for California State of Good Repair and other state funding. Discuss options for obtaining more funds for the region.		

Task 2: Public transportation data and analysis

Task/Activity		Resp. Agency	Schedule
2.1	Collect and review transit performance data.	SRTA	Jul 2020 - June 2022
2.2	Formulate and provide recommendations toward enhancing near-term transit performance and/or efficiencies.		
2.3	Collect, audit, and report progress toward recommendations and performance targets for public transportation at year's end.		
2.4	Update General Transit File Specification (GTFS) files.		

Task 3: FTA grants technical assistance and management

Task/Activity		Resp. Agency	Schedule
3.1	Administer FTA grants and work with local agencies and organizations on developing projects and applying for FTA grants, both regionally apportioned and competitive.	SRTA	Jul 2020 - June 2022

Task 4: 2017 Shasta Coordinated Transportation Plan

Task/Activity		Resp. Agency	Schedule
4.1	Follow-up, and implement, the strategies from the 2017 Shasta Coordinated Transportation Plan.	SRTA	Jul 2020 - June 2022

WORK ELEMENT 707.08 — ShastaReady Adaptation Planning

Agency: SRTA — **Total Budget (FY 2019/20): $ 284,651** — **Estimated Budget (FY 2020/21): $ 104,441**

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE FOR FY 2020/21 & 2021/22

Staff Allocations and Funding Requirements	FY 2020/21							FY 2021/22			
	Expenditures		Revenue by Fund Source ($)					Expenditures		Revenue by Fund Source ($)	
SRTA	**Direct**	**Indirect**	**FHWA PL**	**FHWA PL Toll Credits***	**Total FHWA PL**	**PPM**	**Caltrans Adaptation Grant**	**Direct**	**Indirect**	**PPM**	
Personnel	$ 55,700	$ 47,405				$ 49,580	$ 53,525	$ 55,700	$ 47,405	$ 103,105	
Services & Supplies	$ -							$ -	$ -	$ -	
Human Resources	$ 1,337					$ 1,337		$ 1,337	$ -	$ 1,337	
Consultant (TBD)	$ 180,210						$ 180,210				
(reconciled c/o less personnel)											
TOTAL:	**$ 237,247**	**$ 47,405**	**$ -**	**$ -**	**$ -**	**$ 50,917**	**$ 233,735**	**$ 57,037**	**$ 47,405**	**$ 104,441**	**$ -**

**Toll Credits are shown for matching purposes only and are not considered revenue*

Previous Accomplishments

This is a new work element.

Objective

Develop and deliver the ShastaReady Extreme Climate Event Mobility and Adaptation Plan, which will identify regional vulnerabilities to climate change and provide actionable strategies and projects that may help reduce NAAQS-critieria pollutants. Policies shall be incorporated into the regional transportation plan and specific projects from the RTP shall be prioritized or, if needed, added to the RTP projects list. As appropriate, priority projects will be incorporated into the short term transportation improvement program. For new projects, project-specific studies may need to be performed. These will be incorporated into the agencies Overall Work Program as needed.

Discussion

This work element will fund the development of the ShastaReady Extreme Climate Event Mobility and Adaptation Plan. The goal of the ShastaReady plan is to support efforts that enhance the resiliency of the transportation system to help protect against climate impacts, especially those that serve the communities most vulnerable to climate change impacts. Potential impacts extend beyond wildfires to include heat, extreme precipitation events, and secondary impacts such as congestion along detour and/or evacuation routes. To the extent practible, ShastaReady will evaulate regional projects in the RTP and FTIP and their vulnerability to climate changes, as well as identify potential new projects and consider air quality benefits. Final reports will assess how strategies may result in a more climate resilent infrastructure, as well as how they may help improve air quality and reduce emissions of ozone, CO, PM2.5, and PM10. Activities related to climate and greenhouse gases are a State requirement and federal funds will not be used for this portion of the work element.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Implementation of ShastaReady supports System Performance by reducing delays associated with the increasing number and intensity of extreme weather events and the duration of impacts. It also addresses safety by identifying escape routes, identifying traffic management strategies, and improving emergency respnse access and response time. It also addresses Pavement and Bridge Condition by identifying specific facilities that are most vulnerable to extreme weather events and prioritizing projects, or developing new projects, for implementation. Products of ShastaReady will inform the RTP, corridor studies, and TIPs.

FY 2020/21 Deliverables (anticiated delivery date)

Existing conditions identification and assessment report (Dec 2020); Adaptation Plan (April 2021).

Task/Activity		Resp. Agency	Schedule
Task 1:	**Grant administration**		
1.1	Contract management, fiscal accounting and reporting.	SRTA	Jul 2019- June 2021
Task 2:	**Project initiation**		
Task/Activity		**Resp. Agency**	**Schedule**
2.1	Project kick-off meeting	SRTA	Jul 2019 - Sept 2019
2.2	Project management		Jul 2019 - June 2021
2.3	Establish & Maintain Project TAC	SRTA & Consultant	
2.4	Draft initial case study		
Task 3:	**Identification and Assessment of Existing Conditions**		
Task/Activity		**Resp. Agency**	**Schedule**
3.1	Identify existing conditions of transportation infrastructure	SRTA & Consultant	Sept 2019 - Dec 2020
3.2	Assess existing conditions		
3.3	Conduct "debriefing" interviews with first responders and governmental entities within impacted regions to identify lessons learned from recent climate events.		
Task 4:	**Stakeholder Outreach**		
Task/Activity		**Resp. Agency**	**Schedule**
4.1	Plan and conduct public workshops	SRTA & Consultant	Jul 2020 - June 2021
4.2	Plan and conduct online engagement		Jul 2020 - Dec 2020
4.3	Plan and conduct stakeholder meetings		Jul 2020 - June 2021
Task 5:	**Plan Development**		
Task/Activity		**Resp. Agency**	**Schedule**
5.1	Develop adaptation concepts, alternatives and strategies to create a more transportaion system resilient to climate change and that better improves air quality.	SRTA & Consultant	Nov 2020 - Mar 2021
5.2	Draft adaptation plan		Jan - Mar 2021
5.3	Identify potential funding sources		Jan - Apr 2021
5.4	Finalize adaptation plan		April 2021
5.5	Present final plan to SRTA board and others as requested		June 2021