

MEMORANDUM OF UNDERSTANDING
BETWEEN
SHASTA COUNTY REGIONAL TRANSPORTATION PLANNING AGENCY AND
SHASTA SENIOR NUTRITION PROGRAMS
FOR ADMINISTRATION OF THE
CONSOLIDATED TRANSPORTATION SERVICES AGENCY (CTSA)

This Memorandum of Understanding (MOU) is made by and between the Shasta County Regional Transportation Planning Agency (SCRTPA) and Shasta Senior Nutrition Programs (SSNP). This MOU supersedes any previous MOUs. This MOU is not a legally binding agreement. The MOU is only a statement of intentions and does not cover all activities related to public transportation or transportation operations.

Background

The Transportation Development Act (TDA) was enacted in 1971 by California's Legislation to improve existing public transportation.

The SCRTPA is the designated transportation planning agency for Shasta County, and annually allocates TDA funds consistent with TDA statutes. The SCRTPA is responsible for designating a consolidated transportation services agency (CTSA).

SSNP is a non-profit agency that provides transportation service exclusively to person's 60-years of age and older. In 1995, SSNP was designated as the CTSA for Shasta County. SSNP shall hereinafter be referred to as the CTSA.

Community Transit Services

Community transit service is defined in TDA statutes as "transportation services which link intracommunity origins and destinations" (TDA Article 4.5). The CTSA claims TDA funds under this Article. Claims are limited to five-percent of Local Transportation Fund revenue received annually by the SCRTPA.

The CTSA provides wheelchair accessible transit service in those areas of Shasta County outside of the Redding Area Bus Authority's service area (attached). Certain findings must be made by the SCRTPA prior to approving annual TDA claims. These findings are that:

1. The service links intracommunity origins and destinations.
2. The service responds to a transportation need currently not being met in the community of the claimant.
3. The service is integrated with existing transit services, where appropriate.
4. The claimant has prepared an estimate of revenues, operating costs and patronage.
5. The service integrates with existing transit services, where available. Specific routes and bus stops are determined by the CTSA.
6. The proposed community transit service meets the performance criteria adopted in SCRTPA Policy 6-5 (attached).

CTSA Role and Responsibilities

It is the intent of this MOU is to define the role and responsibilities of the CTSA and SCRTPA. The CTSA shall provide the following services pursuant to TDA statutes:

1. Supply vehicles, personnel, fuel, maintenance and operations necessary to provide transportation services to the extent of TDA funds available to the CTSA.
2. Coordinate public transportation services for the overall improvement of public transportation service in the region.
3. Provide monthly meeting for local transit providers on transit issues and coordination of transit services.
4. Attend Social Services Transportation Advisory Council meetings.
5. Submit monthly reports on ridership and operating data, and any documents required for state and federal audit and reporting requirements.
6. Submit an annual claim and budget for TDA funds prior to the April SCRTPA Board meeting. Funds are limited to five-percent of Local Transportation Fund revenue.
7. Provide fiscal audits within 180-days from the close of the fiscal year. The SCRTPA may grant a 90-day extension upon request from the CTSA. Audits shall include certification that the claimant is compliant with TDA section 6666 and 6667.
8. Apply for grants to offset capital and operational costs.



SCRTPA Role and Responsibilities

The SCRTPA shall:

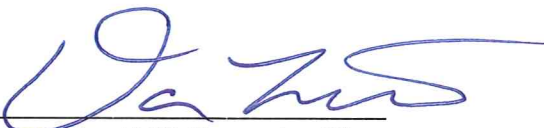
1. Disburse the monthly TDA allocation to the CTSA based on the current fiscal year TDA claim instructions, and to the extent funds are available to the SCRTPA.
2. Provide technical support and assistance on grant applications submitted by the CTSA to the Federal Transit Administration.
3. Propose priority order for projects to be listed in a financially constrained Transportation Improvement Program.

General Provisions

This MOU has been reviewed and endorsed by the CTSA and SCRTPA to assure its continued effectiveness. Any proposed amendments shall be submitted in writing for the consideration of both the CTSA and SCRTPA. This MOU constitutes an expression of desire and a means of accomplishing coordinated transportation services. This understanding may be terminated upon written notice provided at least 90-days prior to the effective date of termination and specifying the effective date of termination.

By: 
Virginia Webster, Executive Director
Shasta Senior Nutrition Programs

Date: 12/16/17

By: 
Daniel S. Little, AICP, Executive Director
Shasta County Regional Transportation Planning Agency

Date: 12-16-2010

