

STAFF REPORT



MEETING DATE:	February 27, 2018
SUBJECT:	Review Draft Fiscal Year 2018/19 Overall Work Program and Direct Staff
AGENDA ITEM:	14
STAFF CONTACT:	Sean Tiedgen, AICP, Senior Transportation Planner

SUMMARY:

The Overall Work Program (OWP) is the agency's two-year work plan and budget. Draft work elements for the Fiscal Year (FY) 2018/19 OWP are provided for the board of directors' review and guidance. A final FY 2018/19 OWP will be prepared for the board of directors' consideration at the April meeting.

STAFF RECOMMENDATION:

It is recommended that the board of directors provide guidance on the draft FY 2018/19 OWP work elements and direct staff to submit to Caltrans (Attachment B).

DISCUSSION:

Background – The OWP is the agency's two-year program of planning activities and corresponding budget. The content of the draft FY 2018/19 OWP reflects the following priorities:

1. Core activities – Agency administration and essential planning and programming functions, including the Regional Transportation Plan (RTP), public transportation funding, short-term transportation improvement programs (TIPs), and the OWP.
2. Regional planning priorities – As approved by the board of directors in December 2017 (Attachment C).
3. State and federal priorities – Includes 'California Planning Emphasis Areas' furnished by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) (Attachment D).

The OWP is divided into work elements. Each work element includes a budget, narrative overview, and detailed scope of work. Most work elements carry over each year with revisions based on work completed and the ongoing development of agency plans and programs, new grants, and guidance from SRTA's federal and state funding partners. The first-year budget is submitted to FHWA, FTA and Caltrans for approval in order to receive funding. The second-year budget is provided for planning purposes, to serve as the foundation for the FY 2019/20 OWP. Preparation of the OWP is coordinated with board of directors meetings as shown in Table 1.

Table 1: Annual OWP Development Timeline

Board of Directors Meetings	Topic	Recommended Action
December	Present preliminary regional planning priorities	Approve and provide feedback
February	Present draft OWP Work Element worksheets	Review and provide feedback
April	Present final and complete OWP	Adoption

SRTA's Comprehensive Budget – The agency's comprehensive budget summarizes all SRTA activities, including those not part of the OWP, such as road capital funds, transit operation funds, and building ownership. Caltrans requires that SRTA submit a comprehensive budget document that reconciles to the OWP for that fiscal year. Staff is working with federal and state partners to determine estimated funds available for next fiscal year and local partners to determine estimated expenditures (e.g. pass-through funds, transit costs, discretionary projects). Comprehensive budget numbers for FY 2018/19 will be available at the April board of directors meeting. SRTA's comprehensive agency budget adopted for FY 2017/18 totaled \$13,181,577.

OWP Work Elements and Budget – The estimated draft FY 2018/19 OWP budget is \$2.457 million, which includes SRTA costs (i.e. personnel, indirect, services and supplies, and consultants), planning activities and pass-through funds to local agencies (i.e. transit administration and Safe Routes to Schools). This budget is approximately \$586,000 lower than the FY 2017/18 budget, because existing grant-funded projects are winding down and new grant awards have yet to be announced.

Draft FY 2018/19 OWP worksheets for all work elements (Attachment B) are provided for review and comment by the board of directors, partner agencies, and the public. Comments received by April 9, 2018, will be considered and a final draft FY 2018/19 OWP will be presented to the board of directors at April 24, 2018, meeting for adoption.

Notable new projects proposed for the FY 2018/19 OWP include:

- Developing and adopting federal performance targets for bridges, pavement, transportation assets, transit assets, and freight (WE 701.03);
- Preparing the 2020 Regional Transportation Improvement Program (WE 702.01);
- Updating SRTA's Public Participation Plan (WE 704.01); and
- Startup of North State Intercity Bus (WE 706.09) and Sunday Transit services (WE 706.08), pending award of grant funding.

ALTERNATIVES:

The board of directors may specify modifications to the draft OWP for further consideration at the April meeting.

OTHER AGENCY INVOLVEMENT:

Staff met with the Federal Highway Administration, the Federal Transit Administration, and Caltrans on November 20, 2017, to discuss federal, state, and regional planning priorities. Draft FY 2018/19 OWP work elements were presented and discussed with the Technical Advisory Committee. The Technical Advisory Committee (TAC) concurs with the staff recommendation.

FISCAL IMPACT:

A final fiscal analysis for the OWP and comprehensive budgets will be provided at the April 24, 2018, board of directors meeting.

The draft FY 2018/19 OWP budget of \$2.457 million is approximately \$586,000 lower than the FY 2017/18 budget. If the agency's grant applications are not selected for funding, projects may be funded with other funds or deleted from the OWP and work efforts redirected to other activities, with board of directors' approval.

SRTA's comprehensive agency budget for FY 2018/19 is being determined with input from federal, state and local partners. SRTA's comprehensive agency budget adopted for FY 2017/18 totaled \$13,181,577.



Daniel S. Little, AICP, Executive Director

Attachments:

- A: FY 2018/19 OWP Work Elements Summary Table
- B: Draft FY 2018/19 Overall Work Program Work Elements available on SRTA's website at: <http://www.srta.ca.gov/148/Overall-Work-Program>
- C: Regional Planning Priorities (adopted December 2017)
- D: 2018 California Planning Emphasis Areas

ATTACHMENT A**FISCAL YEAR 2018-2019 OWP WORK ELEMENTS SUMMARY TABLE**

WORK ELEMENT		SUMMARY
701.01	Regional Transportation Plan	2018 RTP/SCS completed June 2018. Continue implementation of the 2018 RTP. Prepare for the 2022 RTP
701.03	Performance Measures	Carries over w/ updates to reflect deadlines of MAP-21/FAST Act performance measure targets. Focus is on development of targets and first-year reporting.
701.09	Air Quality	Carries over w/ minor updates. The focus is on monitoring air quality reports and looking for potential project funding sources.
701.11	Transportation Data Collection & Reporting	Carries over w/ minor updates.
702.01	Transportation Improvement Programs	Carries over w/ minor updates to reflect current programming cycles.
702.02	Overall Work Program	Carries over w/ minor updates.
702.03	Grant Writing and Technical Assistance	Carries over w/ minor updates. The focus is on preparing and submitting grant applications for projects.
702.04	Infill & Redevelopment Incentive Program	Carries over w/ minor updates. Focus on developing projects with transportation and land use integrated.
703.01	Active Transportation Planning	Carries over w/ minor updates. Focus is on implementing the GoShasta Active Transportation Plan.
703.05	Sustainable Shasta	Carries over w/ minor updates. A grant-funded project focused on creating non-motorized corridors that support sustainable growth in Strategic Growth Areas (SGAs).
704.01	Public Information & Participation	Carries over w/ minor updates.
705.01	ITS Planning & Development	Carries over w/ minor updates. Focus is on finding funding to implement Upstate Regional ITS Master Plan and Shasta County ITS Architecture.
705.02	GIS Applications	Carries over w/ minor updates
705.05	Regional Modeling and Forecasting Tools	Carries over w/ minor updates. Focus is on updating model to support development of the 2022 RTP/SCS.
706.02	Public Transportation Planning & Coordination	Carries over w/ minor updates. Continues enhanced transit planning and coordination role for SRTA.
706.06	Greenhouse Gas Reduction Fund Programs (grant)	Carries over w/ minor updates.
706.07	North State Express Connect Business Plan	Carries over w/ minor updates. Grant-funded project focused on creating a business plan for intercity bus service from Redding to Sacramento

706.08	Sunday Transit Service Demonstration Project	Carries over w/ minor updates. Needed for implementation of transit services on Sundays, pending board action of an approved business plan and funding.
706.09 (NEW)	NS Intercity Bus System Administration & Operations	New work element. Focused on implementation of intercity bus service business plan, pending board action and funding.
707.01	Corridor Studies & Project Review	Carries over w/ minor updates.
707.02	Safe Routes to School (grant)	Continues ATP SR2S Cycle 1 grant-funded scope of work.
707.03	Alternative Fuels Vehicle Planning	Carries over w/ minor updates.
707.04	Goods & Freight Coordination and Planning	Carries over w/ focus on strategic regional freight corridors and area planning for 2018 RTP.
707.07	RCEA Hydrogen Fuel-Cell Readiness Project	Carries over w/ minor updates. SRTA to participate as technical advisor and regional coordinator for potential hydrogen fuel-cell stations in Shasta County.
708.03	Transportation Development Act (TDA)	Carries over w/ minor updates.
708.04	Transit and CTSA Agency Administration	Carries over w/ minor updates. Includes RABA and Coordinated Transit Services Agency (CTSA) administration and oversight.
801.01	North State Super Region	Carries over w/ minor updates.
901.02	Victor Avenue Corridor Phasing Plan	Carries over w/ minor updates. City of Redding project focused on developing a Complete Streets corridor plan, phasing of activities and project costs to apply for grant funding.

Attachment C

Fiscal Year 2018-2020 Regional Planning Priorities

The following regional planning priorities were approved by the SRTA Board of Directors on December 12, 2017:

- **Sustainable Development Program** – Continue to cultivate public-private partnerships to compete for capital funding opportunities, focusing on: 1) increasing housing and jobs within Strategic Growth Areas; and 2) joint economic development initiatives that enhance the utilization of existing transportation systems and avoid or minimize adverse environmental impacts.
- **Performance Measures** – Focus areas will include: 1) track the effectiveness of regional and local projects, programs and policies in meeting RTP objectives, greenhouse gas emissions targets and regional performance measure targets; 2) maintain and strategically develop transportation data, modeling tools, and spatial analysis capabilities needed for developing targets and tracking progress towards federal and state performance measures; and 3) prepare and develop regional performance measures for each of the required federal performance measure categories.
- **Active Transportation** – Focus areas include: 1) implement the GoShasta regional active transportation plan by working with regional partners to ready priority projects for construction grant funding; 2) initiate an active transportation count program through the placement of bike/pedestrian counters at key activity centers and/or through acquisition of “big data”; 3) support local efforts in preparing construction grant-ready active transportation projects located within, or directly serving, Strategic Growth Areas; and 4) utilize SRTA’s non-motorized program funds to leverage other capital grant programs for regional projects.
- **Goods and Freight Movement** – Develop a goods and freight movement program, in consultation with Caltrans and regional public and private partners, that targets current and anticipated funding opportunities. Focus areas include: 1) supporting the development of consolidated transport of regional commodities within the North State and to external markets; 2) pursuit of public-private economic development initiatives that would benefit from enhanced transportation infrastructure, services, technologies, and policies; and 3) development of a multi-region Interstate 5 comprehensive corridor management strategy.
- **Alternative Fuels Vehicle Infrastructure Planning** – Continue to implement the Upstate Region Plug-in Electric Vehicle (PEV) Readiness Plan by creating a local program of projects for charging stations and capital grant funding. Focus areas include: 1) pursue development of a regional incentive program for electric vehicles and related infrastructure; 2) encourage

the integration of PEV infrastructure into new development projects; and 3) support electrification of commercial and public fleets where feasible.

- **Interregional and Intermodal Connections** – Develop and enhance a regional multi-modal infrastructure network and complementary services in coordination with regional and local agency partners. Focus areas include: 1) linking active transportation facilities to transit and activity centers; 2) integrating local, regional and state transit systems for North State Express bus service implementation by FY 2019/20; and 3) coordinating with the North State Super Region on public transportation services.
- **Enhanced Delivery of Public Transportation** – Support communication and coordination between the region’s public transportation service providers in order to increase efficiency and better respond to rider needs. Focus areas include: 1) supporting updates to transit asset management plans and related performance targets; 2) planning and implementing an on-demand Sunday transit service demonstration project; 3) collecting public transportation data for performance measures; and 4) developing a comprehensive public transportation funding strategy, that includes strategies for increasing services to/from and in disadvantaged communities.
- **System Efficiency** – Support planning and implementation of projects that enhance and improve the operational efficiency and throughput of the transportation system while considering current and future transportation trends, including new technologies and changing travel behavior. Focus areas include: 1) planning and implementation of Intelligent Transportation Systems (ITS) technologies; 2) identifying and supporting projects that reduce the use of single-occupancy vehicles; and 3) determining the ability of the region to prepare for a predominantly all electric vehicle and/or autonomous vehicle fleet.
- **System Preservation** – Focus on a “fix it first” approach to preserving and improving the region’s transportation infrastructure including highways, roads, bridges, transit, bicycle and pedestrian facilities. This approach focuses on three key aspects for the region: 1) maintain already existing infrastructure and services so that they don’t deteriorate further; 2) improve existing infrastructure and services that have deteriorated up to a satisfactory level; and 3) provide new infrastructure and services when adequate funds are available to build and maintain that infrastructure or service. Activities that support these efforts include: 1) collection and monitoring of data on the overall health of the region’s facilities; 2) identify strategies and measures that help to preserve the transportation system and share information with regional partners; 3) focus funding on projects that implement multi-modal, complete streets rather than project studies; and 4) identify and advocate funding strategies that help bring resources to the region.

Attachment D

California Planning Emphasis Areas For Program Year 2018

Planning emphasis areas (PEAs) are policy, procedural and technical topics that should be considered by Federal planning fund recipients when preparing work programs for metropolitan and statewide planning and research assistance programs.

The Federal Highway Administration (FHWA) California Division and Federal Transit Administration (FTA) Region IX have determined that the areas of emphasis for California's transportation planning and air quality program for the Overall Work Programs for Program Year 2018 are:

- Core Planning Functions
- Performance Management
- State of Good Repair

Core Planning Functions

MPOs are reminded that their Overall Work Programs (OWP) must identify the Core Planning Functions and what work will be done during the program year to advance those functions. The Core Functions typically include:

- Overall Work Program
- Public Participation and Education
- Regional Transportation Plan
- Federal Transportation Improvement Program
- Congestion Management Process (required for TMAs)
- Annual Listing of Projects

The Moving Ahead for Progress in the 21st Century (MAP-21) legislation provided metropolitan transportation planning program funding for the integration of transportation planning processes in the MPA (i.e. rail, airports, seaports, intermodal facilities, public highways and transit, bicycle and pedestrian, etc.) into a unified metropolitan transportation planning process, culminating in the preparation of a multimodal transportation plan for the MPA. The FHWA and FTA request that all Metropolitan Planning Organizations (MPOs) review the Overall Work Plan (OWP) development process to ensure all activities and products mandated by the metropolitan transportation planning regulations in 23 CFR 450 are a priority for FHWA and FTA combined planning grant funding available to the region. The MPO OWP work elements and subsequent work tasks must be developed in sufficient detail (i.e. activity description, products, schedule, cost, etc.) to clearly explain the purpose and results of the work to be accomplished, including how they support the Federal transportation planning process (see 23 CFR 420.111 for documentation requirements for FHWA Planning funds).

Performance Management

Since MAP-21 was passed in 2012, Caltrans and most of California's MPOs have developed performance measures that inform their Regional Transportation Plans (RTPs) and Federal Transportation Improvement Programs (FTIPs). The objective of the performance- and outcome-based program is for States and MPOs to invest resources in projects that collectively will make progress toward the achievement of the national goals. MAP-21 requires the DOT, in consultation with States, metropolitan planning organizations (MPOs), and other stakeholders, to establish performance measures in the areas listed below:

- **Safety** - To achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
- **Infrastructure Condition** - To maintain the highway infrastructure asset system in a state of good repair
- **Congestion Reduction** - To achieve a significant reduction in congestion on the National Highway System
- **System Reliability** - To improve the efficiency of the surface transportation system
- **Freight Movement and Economic Vitality** - To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
- **Environmental Sustainability** - To enhance the performance of the transportation system while protecting and enhancing the natural environment.
- **Reduced Project Delivery Delays** - To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices

Although the final rulemaking is not yet completed, the FHWA and FTA want each MPO to explicitly identify their process for determining performance targets and measures within their Overall Work Programs for FY 2017.

State of Good Repair

MPO's are required to evaluate their transportation system to assess the capital investment needed to maintain a State of Good Repair for the region's transportation facilities and equipment. MPO's shall coordinate with the transit providers in their region to incorporate the Transit Asset Management Plans (TAM's) prepared by the transit providers into the Region Transportation Plan (RTP). Analysis of State of Good Repair needs and investments shall be part of any RTP update, and must be included in the Overall Work Program task for developing the Regional Transportation Plan. MPO's are expected to regularly coordinate with transit operators to evaluate current

information on the state of transit assets; to understand the transit operators transit asset management plans; and to ensure that the transit operators are continually providing transit asset information to support the MPO planning process.