Low Carbon Transit Operations Program
(LCTOP)

Project Lead Checklist

Sponsor: Shasta Regional Transportation Agency

Project Lead Checklist	Notes	Complete
Authorized Agent Form	1- Will be signed by DL-ED after board meeting on 4/28 2-Resolution will be signed at board meeting on 4/28	
Certifications and Assurances	3-Will be signed by DL-ED after board meeting on 4/28 4-Resolution will be signed at board meeting on 4/28	
Project Description and Allocation Request		
Cover Page		
SCO Authorized Project Sponsor	Attached letter of intent from RABA	Complete
Signed by Proper Authority as shown on Authorized Agent Form	5-Will be signed by DL-ED after board meeting on 4/28	
Allocation Request Amount: 99313/99314		Complete
Table 1 - Project Lead/ Recipient Agency Information		
Contact:Jennifer Pollom		Complete
Mailing Address:1255 East Street, Suite 202, Redding, CA 96001		Complete
Table 2 - Contributing LCTOP Project Sponsor		Complete
Name: RABA Amount: $4,197		Complete
Table 3 - Project Category		Complete
Table 4 - Project Summary		Complete
a) Purpose: short description of what results are expected		Complete
b) Description: short explanation of the project; include reference to Attchmt A, eligible project list.		Complete
c) Informational - refers to Table 7 if project is Operations		Complete
d) Project Map: use ARB or CalEPA website to produce map	Attached four maps	Complete
e) Useful Life of Project: state in years		Complete
Table 5 - Description of Major Benefits/Outcomes		Complete
a) Greenhouse Gas Reduction: REQUIRED - include reference to Attchmt A for eligible projects that will meet GGH requirements		Complete
b) Increased Mode Share: REQUIRED - describe how mode share will be increased.		Complete
c) Disadvantaged Communities (DAC) benefit: Use Attch B to match how project benefits DAC. If no DAC, state "No DAC in Service Area"		Complete
d) Additional Benefits/Outcomes: check appropriate items		Complete
e) Describe how project provides benefits checked in d) above		Complete
Table 6 - Project Schedule (supply dates)		Complete
Identify schedule and which phases are supported by LCTOP.		Complete
Table 7 - Operations Project Description		Complete
Supply items a-d as described for Operations Project		Complete
Total Project Cost and Funding Plan		
LCTOP FY 14/15 Amount of 99313 funds:	$58,460	Complete
LCTOP FY 14/15 Amount of 99314 funds:	$4,197	Complete
Total Project Funds (LCTOP + all other funds):		Complete
Other Project Approval Criteria		
Publicly-adopted plan, regional or short-range	1-RABA staff report 6/16/2014 2-Short Range Transit Plan required pages 3-RABA meeting minutes 6/16/2014	Complete
or Board Approved Resolution		

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION
Division of Rail and Mass Transportation
Low Carbon Transit Operations Program (LCTOP)
Authorized Agent Form
Effective 1/15

Authorized Agent

AS THE ___Executive Director____
(Chief Executive Officer / Director / President / Secretary)

OF THE ___Shasta Regional Transportation Agency___________________________
(Name of County/City Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named Regional Entity/Transit Operator, any actions necessary for the purpose of obtaining Low Carbon Transit Operations Program (LCTOP) funds provided by the California Department of Transportation, Division of Rail and Mass Transportation. This form is valid for Fiscal Year 2014-2015 funds. If there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself. I understand the Board must provide a resolution approving the Authorized Agent. The Board Resolution appointing the Authorized Agent is attached.

Daniel S. Little, Executive Director
____ *OR*
(Name and Title of Authorized Agent)

____ *OR*
(Name and Title of Authorized Agent)

____ .
(Name and Title of Authorized Agent)

Daniel S. Little______________________________ _**Executive Director**_____________________
(Print Name) *(Title)*

____
(Signature)

Approved this ______29th______*day of* ___________April______, *2015*_____

Attachment: Board Resolution approving Authorized Agent

RESOLUTION

RESOLUTION NUMBER:	15-07
SUBJECT:	**Authorization for the Execution of the Certifications and Assurances for the Low Carbon Transit Operations Program**

WHEREAS, Shasta Regional Transportation Agency (SRTA) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP), now or sometime in the future, for transit projects; and

WHEREAS, the statutes related to state funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the California Department of Transportation (Caltrans) as the administrative agency for the LCTOP; and

WHEREAS, Caltrans has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors; and

WHEREAS, SRTA wishes to delegate authorization to execute these documents and any amendments thereto to the executive director.

NOW, THEREFORE, BE IT RESOLVED that the Shasta Regional Transportation Agency agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Shasta Regional Transportation Agency executive director is authorized to execute all required documents of the LCTOP program and any amendments thereto with Caltrans.

PASSED AND ADOPTED this 28th day of April, 2015, by the Shasta Regional Transportation Agency.

Missy McArthur

Missy McArthur, Chair
Shasta Regional Transportation Agency

Low Carbon Transit Operations Program (LCTOP)

Certifications and Assurances

Project Sponsor: Shasta Regional Transportation Agency
Agency Name: Shasta Regional Transportation Agency

Effective Date of this Document: April 29, 2015

The California Department of Transportation (Department) has adopted the following certifications and assurances for the Low Carbon Transit Operations Program. As a condition of the receipt of LCTOP funds, project sponsors (both Project Lead and Contributing Sponsors) must comply with these terms and conditions.

A. General

(1) The project sponsor agrees to abide by the current LCTOP Guidelines and applicable legal requirements.

(2) The project sponsor must submit to the Department a signed Authorized Agent form designating the representative who can submit documents on behalf of the project sponsor and a copy of the board resolution appointing the Authorized Agent.

B. Project Administration

(1) The project lead certifies that required environmental documentation is complete before requesting an allocation of LCTOP funds. The project lead assures that projects approved for LCTOP funding comply with Public Resources Code § 21100 and § 21150.

(2) The project lead certifies that when LCTOP funds are used for a transit capital project, that the project will be completed and remain in operation for its useful life.

(3) The project lead certifies that it has the legal, financial, and technical capacity to carry out the project, including the safety and security aspects of that project.

(4) The project lead certifies that they will notify the Department of pending litigation, dispute, or negative audit findings related to the project, before receiving an allocation of funds.

(5) The project lead must maintain satisfactory continuing control over the use of project equipment and facilities and will adequately maintain project equipment and facilities for the useful life of the project.

(6) Any interest the project lead earns on LCTOP funds must be used only on approved LCTOP projects.

(7) The project lead must notify the Department of any changes to the approved project with a Corrective Action Plan (CAP).

(8) Under extraordinary circumstances, a project lead may terminate a project prior to completion. In the event the project lead terminates a project prior to completion, the project lead must (1) contact the Department in writing and follow-up with a phone call verifying receipt of such notice; (2) pursuant to verification, submit a final report indicating the reason for the termination and demonstrating the expended funds were used on the intended purpose; (3) submit a request to reassign the funds to a new project within 180 days of termination.

(9) Funds must be encumbered and liquidated within the time allowed.

C. Reporting

(1) The project lead must submit the following LCTOP reports:

a. Semi-Annual Progress Reports by February 15th and August 15th each year.

b. A Final Report within six months of project completion.

c. The annual audit required under the Transportation Development Act (TDA), to verify receipt and appropriate expenditure of LCTOP funds. A copy of the audit report must be submitted to the Department within six months of the close of the year (December 31) each year in which LCTOP funds have been received or expended.

(2) Other Reporting Requirements: ARAB is developing funding guidelines that will include reporting requirements for all State agencies that receive appropriations from the Greenhouse Gas Reduction Fund. Caltrans and project sponsors will need to submit reporting information in accordance with ARAB's funding guidelines, including reporting on greenhouse gas reductions and benefits to disadvantaged communities.

D. Cost Principles

(1) The project lead agrees to comply with Title 2 of the Code of Federal Regulations 225 (2 CFR 225), Cost Principles for State and Local Government, and 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

(2) The project lead agrees, and will assure that its contractors and subcontractors will be obligated to agree, that:

a. Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allowability of individual project cost items and
b. those parties shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving LCTOP funds as a contractor or sub-contractor shall comply with Federal administrative procedures in accordance with 49

CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

(3) Any project cost for which the project lead has received funds that are determined by subsequent audit to be unallowable under 2 CFR 225, 48 CFR, Chapter 1, Part 31 or 49 CFR, Part 18, are subject to repayment by the project lead to the State of California (State). All projects must reduce greenhouse gas emissions, as required under Public Resources Code section 75230, and any project that fails to reduce greenhouse gases shall also have its project costs submit to repayment by the project lead to the State. Should the project lead fail to reimburse moneys due to the State within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, the State is authorized to intercept and withhold future payments due the project lead from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

E. Record Retention

(1) The project lead agrees, and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the project lead, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices. All accounting records and other supporting papers of the project lead, its contractors and subcontractors connected with LCTOP funding shall be maintained for a minimum of three (3) years from the date of final payment and shall be held open to inspection, copying, and audit by representatives of the State and the California State Auditor. Copies thereof will be furnished by the project lead, its contractors, and subcontractors upon receipt of any request made by the State or its agents. In conducting an audit of the costs claimed, the State will rely to the maximum extent possible on any prior audit of the project lead pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the project lead's external and internal auditors may be relied upon and used by the State when planning and conducting additional audits.

(2) For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with the performance of the project lead's contracts with third parties pursuant to Government Code § 8546.7, the project sponsor, its contractors and subcontractors and the State shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times during the entire project period and for three (3) years from the date of final payment. The State, the California State Auditor, or any duly authorized representative of the State, shall each have access to any books, records, and documents that are pertinent to a project for audits, examinations, excerpts, and transactions, and the project lead shall furnish copies thereof if requested.

(3) The project lead, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission, or any other

agency of the State of California designated by the State, for the purpose of any investigation to ascertain compliance with this document.

F. Special Situations

The Department may perform an audit and/or request detailed project information of the project sponsor's LCTOP funded projects at the Department's discretion at any time prior to the completion of the LCTOP.

I certify all of these conditions will be met.

Daniel S. Little, Executive Director
Shasta Regional Transportation Agency

ATTACHMENT I

RESOLUTION

RESOLUTION NUMBER:	15-07
SUBJECT:	**Authorization for the Execution of the Certifications and Assurances for the Low Carbon Transit Operations Program**

WHEREAS, Shasta Regional Transportation Agency (SRTA) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP), now or sometime in the future, for transit projects; and

WHEREAS, the statutes related to state funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the California Department of Transportation (Caltrans) as the administrative agency for the LCTOP; and

WHEREAS, Caltrans has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors; and

WHEREAS, SRTA wishes to delegate authorization to execute these documents and any amendments thereto to the executive director.

NOW, THEREFORE, BE IT RESOLVED that the Shasta Regional Transportation Agency agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Shasta Regional Transportation Agency executive director is authorized to execute all required documents of the LCTOP program and any amendments thereto with Caltrans.

PASSED AND ADOPTED this 28th day of April, 2015, by the Shasta Regional Transportation Agency.

Missy McArthur, Chair
Shasta Regional Transportation Agency

Low Carbon Transit Operations Program

PROJECT DESCRIPTION AND ALLOCATION REQUEST

	Regional Entity: Shasta Regional Transportation Agency (SRTA)
Project Lead*: Shasta Regional Transportation Agency	**County: Shasta**
Project Title: Expansion of Express Route Services	

<u>Project Lead</u>:
I certify the scope, cost, schedule, and benefits as identified in the attached Project Description and Allocation Request (Request) and attachments are true and accurate and demonstrate a fully funded operable project. I understand the Request is subject to any additional restrictions, limitations or conditions that may be enacted by the State Legislature, including the State's budgetary process. In the event the project cannot be completed as originally scoped, scheduled and estimated, or the project is terminated prior to completion, project lead shall, at its own expense, ensure that the project is in a safe and operable condition for the public. I understand this project will be monitored by the California Department of Transportation -- Division of Rail and Mass Transportation.

Name: Daniel S. Little

Signature:

Title: Executive Director

Agency: SRTA

Date: 29-Apr-15

<u>Contributing Sponsor</u>:
*If this project includes funding from more than one project sponsor, the project lead above becomes the "recipient agency" and the additional contributing project sponsor(s) must also sign and state the amount and type of LCTOP funds (PUC Sections 99313 and 99314) contribution. Sign below or **attach a separate officially signed letter providing that information.**

Name: See attached letter of intent (original on file with Caltrans)

Signature:

Title:

Agency:

Date: **Amount:**__________________

LCTOP PROJECT DESCRIPTION AND ALLOCATION REQUEST

Expenditure Plan for FY 14/15 LCTOP Allocation **14/15**

Request Amount per PUC 99313: **$58,460**

Request Amount per PUC 99314: **$4,197**

Total Project Allocation Request: **$62,657**

Project Title: **Expansion of express services**

Project Location/Address: **Shasta County, CA**

Table 1: Project Lead/Recipient Agency Information

Project Lead/ Recipient Agency:	**SRTA**	Legislative District Numbers	
Contact:	**Jennifer Pollom**	Assembly:	1
Contact Phone #:	**530-262-6195**	Senate:	1
Email Address:	jpollom@srta.ca.gov	Congressional:	1
Address:	**1255 East Street, Suite 202**	Amount:	PUC Fund Type:
	Redding, CA 96001	$ 58,460	99313

Table 2: Contributing Sponsor Information

Contributing Sponsor:	**Redding Area Bus Authority**	Amount :	PUC Fund Type:
Contact:	**Brian Crane**	$4,197	99314
Contact Phone #:	**530-225-4170**	$	
Email Address:	bcrane@ci.redding.ca.us		
Address:	**777 Cypress Avenue**		
	Redding, CA 96001		
Other Contributing Sponsors:	(Attach sheet with contact information)	Amount:	PUC Fund Type:
		$	
		$	
		$	
TOTAL		**$4,197**	

(*Contributing project sponsors attach signed letters of verification as to amount and eligibility or sign cover page)

Table 3: Type of Project

Check **only 1** box that best fits the description of the project being funded.

- [ ] **New Capital Project**
- [ ] **New or Expanded Bus or Rail Service**
- [ ] **Expanded Intermodal Transit Facilities**
- [X] **Operations**
  - ___**Equipment acquisition**
  - ___**Fueling**
  - ___**Maintenance**

Table 4: Project Summary

a) Project Purpose:

The purpose of the project is to expand express troute ransit services provided by Redding Area Bus Authority. LCTOP funds will contribute to the operation of the increased services.

b) Project Description - see Attachment A for category of project *(example: Category A-2, Expand Transit Service; Install new stops/stations for local bus, intercity rail, commuter bus or rail transit.)* ***Only project categories listed on Attachment A are eligible for FY 2014-15 LCTOP funding.***
Provide a comprehensive overall project description regarding improvements to be made, increased level of service and performance goals):

Expansion of express route transit services falls under category A-4, Increase service (extend transit routes, increase frequency of service, extend service hours). Two new express services will be created, and two other services will be increased. The Cottonwood Express is new and will use interlining to extend the bus service that currently serves the city of Anderson into the community of Cottonwood. The Crosstown Express is also new and will service Hilltop Drive hotels, the Redding Civic Auditorium, and Turtle Bay Exploration Park. The Airport Express route will increase the number of trips per day by three. The Burney Express route will increase the number of trips per day by one.

c) If Operations, complete Table 7.

d) Project Map (provide 8 1/2" X 11" project site map that shows the transit service area and identifies disadvantaged community (DAC) census tracts (if applicable). Use link to CalEPA website for DAC information: http://www.calepa.ca.gov/EnvJustice/GHGInvest/default.htm
Maps - 1) Cottonwood and Airport Express; 2) Burney Express; 3) Crosstown Express; 4) Shasta County SB535_DACs

e) Useful Life of the Project: ___N/A__ years

This is an operations project.

Table 5: Description of Major Benefits/Outcomes

REQUIRED BENEFIT **a) Greenhouse Gas Reduction** (describe how this project will reduce greenhouse gases and any assumptions or data that support this description. For example, "The expanded transit service will reduce VMT and greenhouse gas emissions by replacing auto trips with transit trips. Initial estimates indicate that the expansion could add 50 commuter bus riders per day to replace an average auto trip of 10 miles each way." If available, please provide the expected amount of VMT reductions and greenhouse gas reductions.):

The expanded transit service will reduce VMT and greenhouse gas emissions by replacing auto trips with transit trips. Conservative estimates indicate that the expansion could add 160 commuter bus riders per day to replace an average auto trip of 15 miles each way.

REQUIRED BENEFIT **b) Increased Mode Share: describe how this project will directly enhance or expand transit service to increase mode share.**
The expansion of express route transit services targets populations to increase mode share.The expansion of express routes increases transit service by extending one route to create a new service area through interlining; creating a new route to serve Hilltop Drive, Redding Civic Auditorium, and Turtle Bay Exporation Park employees and hotel guests; and increases frequency of service on two high-use routes. The Cottonwood Express service will open up transit service to an unserved community designated as an Urban Cluster by the U.S. Census and will offer one seat rides in each direction from Cottonwood to Shasta College. The service increases the potential for building ridership among the student population. The Crosstown Express service will serve as a direct route between the hotel district along Hilltop Drive and the tourist destinations of Turtle Bay Exploration Park and Sundial Bridge. The Crosstown Express would also be the most direct route between the Downtown Transit Center and the Canby Transfer Center at the Mount Shasta Mall. Express service and transfer station connectivity would serve the over 500 international students that attend private school at Redding Civic Auditorium. The Airport Express service expansion is targeted at Redding Electric Utility (REU) customers. REU moved their offices to Airport Road in early 2015, and REU anticipates the need for customers to come to their office mid-day when the expansion of service is planned. Survey results from SRTA's Transit Need Assessment and RABA's Short Range Transit Plan (SRTP) identified a third round-trip run of Burney Express is warranted. As Burney is 54 miles from Redding, it is believed that additional people will choose to ride transit to come into the urban area. Students, tourists, utility service customers and intercity commuters are targeted by the expansion of express route services to increase mode share.

c) Disadvantaged Communities (DAC) benefit (if applicable*). See Attachment B for category of benefit *(example: Transit Project, located within DAC, h. Project improves transit stations or stops in a DAC to increase safety and comfort (i.e., lights, shelters, benches)*

Not applicable. Shasta County does not have any SB535 defined disadvantaged communities.

**For agencies whose service area includes disadvantaged communities, at least 50 percent of the total moneys received shall be expended on projects that will benefit disadvantaged communities.*

d) Please check any additional Benefits/Outcomes:

_____Improved Safety
_____Improved Public Heath
_____Reduced Operating/Maintenance Cost
_____Increase System Reliability
_____Other Benefits (describe below)

_X__Coordination with Educational Institutions
__X__ College/University _____ Grades K-12
_____Promotes Active Transportation (walking, biking)
_____Promotes integration with other modes of transportatio

e) Please summarize and describe benefits indicated above in d) and any other benefits not listed:

The new Cottonwood Express route will interline with other bus routes to offer a one seat passage to Shasta College. The Crosstown Express route would serve student of Bethel Church which holds its classes at the Redding Civic Auditorium.

Table 6: Project Schedule

	Date
Begin Project Approval & Environmental Document Phase*	
CEQA/ Environmental Compliance*	
End Project Approval & Environmental Document Phase*	
Begin Plans, Specifications & Estimates Phase*	
End Plans, Specifications & Estimates Phase*	
Begin Right of Way Phase*	
End Right of Way Phase*	
Begin Construction Phase **(Contract Award)**	
End Construction Phase **(Contract Acceptance)**	
Begin Vehicle/Equipment Order **(Contract Award)**	
End Vehicle/Equipment Order **(Contract Acceptance)**	
Begin Closeout Phase	
End Closeout Phase	
Operations schedule (start to end, i.e., May 2015 - Jan 2016)	Jun 2015 - Jul 2016

** These phases of a project are not eligible to be funded by LCTOP funds, they must be funded by other sources.*

Table 7: Operations Project Description

a) Describe the operating plan for this system.

Cottonwood Express - One Route 9 run in the morning and one run in the afternoon will originate and terminate in Cottonwood. The route will be interlined with Route 3 and Route 7 for a one---seat ride to and from Shasta College. A mid-day round-trip would require a different bus as interlining mid-day does not work with the timed stops for routes 3 and 7.

Airpot Express - Three new runs of the route mid-day.

Burney Express - One new round-trip in the early afternoon. Currently Burney Express operates Monday to Friday with two round-trips each day. Shasta County provides two ADA-compliant medium size buses for this service.

Crosstown Express - The route would run two or three times per hour during the times of day to serve start/end times of the school and employees work schedules.

b) Describe the fare structure for this system.

Regular Fares
Base Fare (Ages 6-61) - $1.50
Airport Road Corridor Commuter Route - $1.50
Zone Change - $0.75
Children (under 6) - Free
Transfers - Free

Special Fares
Senior Base Fare (62 and older) - $0.75
Handicapped Base Fare - $0.75
Medicare Card Holder - $0.75
Zone Change - $0.40

Burney Express
Redding to Burney -- $5.00
Redding to Round Mountain/Montgomery Creek -- $3.50
Redding to Shasta College/Bella Vista -- $2.00
Burney to Round Mountain/Montgomery Creek -- $2.00
Burney to Bella Vista/Shasta College -- $3.50
Burney to Redding -- $5.00

c) Describe the assumptions and process that were used to develop the ridership projections shown in the request.

Ridership projections assume a 5% ridership increase on comparable routes per new round-trip, and in the case of the Crosstown Express, 25% of the international students. Twelve new round trips are assumed in the expansion of express route services. See worksheet 'Table 7-c' in this workbook.

d) Describe the assumptions and process for how the operating cost projections were developed.

There are four main components of operating costs:
--The amount of service supplied
--The cost of the operations and maintenance contractor to operate that service
--Administrative staffing required to manage and communicate RABA services as well as lead the significant capital improvement program and provide ongoing quality assurance to transit operations
--Fuelcost

The number of vehicle service hours of service is the primary variable that determines operating costs. Anticipated vehicle service hours for the expansion of express services are below.
Cottonwood express - 105
Airport Express - 768
Burney Express - 750
Crosstown Express - 588

Low Carbon Transit Operations Program
Total Project Cost and Funding Plan

Shaded fields are automatically calculated. Please do not fill these fields.

Proposed Total Project Cost								Project
Component	Prior	14/15	15/16	FY ____	FY ____	FY ____	FY ____	Total
PA&ED	0	0	0	0	0	0	0	0
PS&E	0	0	0	0	0	0	0	0
R/W	0	0	0	0	0	0	0	0
CON	0	0	0	0	0	0	0	0
Veh/Equip Purchase	0	0	0	0	0	0	0	0
Operations/Other	0	62,657	185,060	0	0	0	0	247,717
TOTAL	0	62,657	185,060	0	0	0	0	247,717

Low Carbon Transit Operations Program (LCTOP) 99313								
Component	Prior	14/15	15/16	FY ____	FY ____	FY ____	FY ____	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other		58,460						58,460
TOTAL	0	58,460	0	0	0	0	0	58,460

Low Carbon Transit Operations Program (LCTOP) 99314								
Component	Prior	14/15	15/16	FY ____	FY ____	FY ____	FY ____	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other		4,197						4,197
TOTAL	0	4,197	0	0	0	0	0	4,197

Funding Source: Redding Electric Utility								
Component	Prior	14/15	15/16	FY ____	FY ____	FY ____	FY ____	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other			67,710					67,710
TOTAL	0	0	67,710	0	0	0	0	67,710

Funding Source: Federal Transit Administration 5311(f) Intercity Bus Program								
Component	Prior	14/15	15/16	FY ____	FY ____	FY ____	FY ____	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other			58,950					58,950
TOTAL	0	0	58,950	0	0	0	0	58,950

Funding Source: Bethel Church								
Component	Prior	14/15	15/16	FY ____	FY ____	FY ____	FY ____	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other			51,850					51,850
TOTAL	0	0	51,850	0	0	0	0	51,850

Low Carbon Transit Operations Program
Total Project Cost and Funding Plan

Shaded fields are automatically calculated. Please do not fill these fields.

Funding Source: Fare Box Ratio (Burney Express)

Component	Prior	14/15	15/16	FY ____	FY ____	FY ____	FY ____	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other			6,550					6,550
TOTAL	0	0	6,550	0	0	0	0	6,550

Funding Source:

Component	Prior	14/15	15/16	FY ____	FY ____	FY ____	FY ____	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	0	0	0	0	0	0	0	0

Funding Source:

Component	Prior	14/15	15/16	FY ____	FY ____	FY ____	FY ____	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	0	0	0	0	0	0	0	0

Funding Source:

Component	Prior	14/15	15/16	FY ____	FY ____	FY ____	FY ____	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	0	0	0	0	0	0	0	0

Funding Source:

Component	Prior	14/15	15/16	FY ____	FY ____	FY ____	FY ____	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	0	0	0	0	0	0	0	0

Funding Source:

Component	Prior	14/15	15/16	FY ____	FY ____	FY ____	FY ____	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	0	0	0	0	0	0	0	0

Attachment A - Eligible Project Categories

For the first year of the LCTOP, ARB and Caltrans have agreed to use a defined list of transit projects that will provide a streamlined way for identifying eligible investments. The projects listed below are expected to meet the statutory requirements of SB 862 for meeting greenhouse gas reduction requirements. More detail on greenhouse reporting will be provided in subsequent instruction or guidance.
Per Public Resource Code 75230 (d) (1-3) funds shall be expended to provide transit operating or capital assistance that meets all of the following criteria:
• Expenditures supporting new or expanded bus or rail services, or expanded intermodal transit facilities, and may include equipment acquisition, fueling, and maintenance, and other costs to operate those services or facilities,
• The recipient transit agency demonstrates that each expenditure directly enhances or expands transit service to increase mode share, and
• The recipient transit agency demonstrates that expenditures reduce greenhouse gas emissions.

A. Expand Transit Service
1. Implement bus rapid transit (for new routes or expansion of existing routes)
2. Install new stops/stations for local bus, intercity rail, commuter bus or rail transit.
3. Provide alternative transit options that use zero-emission or hybrid vehicles to improve mobility (e.g., vanpooling, shuttles, bikesharing)
4. Increase service (extend transit routes, increase frequency of service, extend service hours)
5. Increase capacity on routes nearing capacity (e.g., add more buses or rail cars to existing routes)
6. Network/fare integration (e.g., universal fare card that can be used for multiple transit systems)

B. Low Carbon Transportation Projects that Support New/Expanded Transit Services
1. Purchase, operate and maintain zero-emission or hybrid vehicles and equipment (e.g., buses, railcars, auxiliary electrical power units)
2. Install infrastructure to support zero-emission or plug-in hybrid vehicles and equipment (e.g., electric charging, hydrogen fueling)
3. Install infrastructure to support renewable natural gas or other low carbon renewable alternative fuels
4. Install renewable energy at transit facilities (e.g., solar panels at transit facilities with electric charging infrastructure)

C. Active Transportation Projects that Support New/Expanded Transit Service
1. Install new transit stops/stations that connect to bike paths/pedestrian paths.
2. Upgrade transit stops/stations to support active transportation and encourage ridership (e.g., bikesharing facilities; bicycle racks/lockers; covered benches; energy efficient lighting)
3. Upgrade transit vehicles to support active transportation and encourage ridership (e.g., bicycle racks on buses; bicycle storage on rail cars)

D. Enhancement Projects
1. Convert/retrofit diesel vehicles and equipment to zero-emission technology (e.g., zero-emission or hybrid buses, rail electrification, hybrid ferries)
2. Free or reduced-fare transit passes/vouchers (this is a good opportunity to partner with educational institutions, low-income housing developers near transit, or other groups within your jurisdiction, to enhance access to transit)
3. Retrofit transit vehicles to meaningfully improve fuel efficiency (e.g., anti-idling systems; regenerative braking for trains)

Attachment B: Disadvantaged Community Benefits - Criteria to Evaluate Projects

(provided by ARB in the Interim Guidance to Agencies Administering Greenhouse Gas Reduction Fund Monies, November 3, 2014 version, available at http://www.arb.ca.gov/cc/capandtrade/auctionproceeds/535investments.htm):

For transit agencies whose service areas include disadvantaged communities (DAC) as identified in accordance with Section 39711 of the Health and Safety Code, at least 50 percent of the total funds received shall be expended on projects or services that benefit the DAC. The California Environmental Protection Agency (CalEPA) has identified disadvantaged communities based on geographic, socioeconomic, public health, and environmental hazard criteria (http://www.calepa.ca.gov/EnvJustice/GHGInvest/). This process utilized CalEnviroScreen, a tool that assesses all census tracts in the State to identify areas disproportionately affected by multiple types of pollution and areas with vulnerable populations.

LCTOP projects must meet at least one of the criteria in this Attachment to qualify as benefiting a disadvantaged community.

Low Carbon Transportation Projects:

Projects will achieve GHG reductions through the use of zero and near zero-emission passenger vehicles, buses, trucks, and freight technology.

Step 1 – Located Within: Evaluate the project to see if it meets at least one of the following criteria for being located in a disadvantaged community census tract and provides direct, meaningful, and assured benefits to a disadvantaged community.

Project must meet at least one of the following criteria focused on reducing air pollution for disadvantaged community residents:

a. Project provides incentives for vehicles or equipment to those with a physical address in a disadvantaged community; or

b. Project provides incentives for vehicles or equipment that will be domiciled in a disadvantaged community; or

c. Project provides incentives for vehicles or equipment that reduce air pollution on fixed routes that are primarily within a disadvantaged community (e.g., freight locomotives) or vehicles that serve transit stations or stops in a disadvantaged community (e.g., zero-emission buses); or

d. Project provides greater mobility and increased access to clean transportation for disadvantaged community residents by placing services in a disadvantaged community, including ride-sharing, car-sharing, or other advanced technology mobility options (e.g., neighborhood electric vehicles, vanpooling, shuttles, smartphone application-based ride-sharing services, bikesharing services).

Step 2 – Provides Benefits To: If the project does not meet the above criteria for "located within," evaluate the project to see if it meets at least one of the following criteria for providing direct, meaningful, and assured benefits to a disadvantaged community.

Project must meet at least one of the following criteria focused on reducing air pollution for disadvantaged community residents:

a. Project provides incentives for vehicles or equipment to those with a physical address in a ZIP code that contains a disadvantaged community census tract; or

b. Project provides incentives for vehicles or equipment that operate primarily in "impacted corridors," [Note: ARB will publish a list of "impacted corridors" based on its assessment of which freight corridors have a substantial air quality impact on disadvantaged communities.]; or

c. Project provides incentives for vehicles or equipment that primarily serve freight hubs (e.g., ports, distribution centers, warehouses, airports) located in a ZIP code that contains a disadvantaged community census tract; or

d. Project provides greater mobility and increased access to clean transportation for disadvantaged community residents by placing services that are accessible by walking within ½ mile of a disadvantaged community, including ride-sharing, car-sharing, or other advanced technology mobility options (e.g., neighborhood electric vehicles, vanpooling, shuttles, bikesharing services).

Transit Projects:

Projects will achieve GHG reductions by reducing passenger vehicle miles travelled through incentives, infrastructure, or operational improvements (e.g., providing better bus connections to intercity rail, encouraging people to shift from cars to mass transit).

Step 1 – Located Within: Evaluate the project to see if it meets at least one of the following criteria for being located in a disadvantaged community census tract and provides direct, meaningful, and assured benefits to a disadvantaged community.

Project must meet at least one of the following criteria focused on increasing transit service along transit lines or corridors that have stations or stops in a disadvantaged community, or improving transit access for disadvantaged community residents, or reducing air pollution in a disadvantaged community:

a. Project provides improved transit or intercity rail service for stations or stops in a disadvantaged community (e.g., new transit lines, more frequent service, greater capacity on existing lines that are nearing capacity, improved reliability, bus rapid transit service for disadvantaged community residents); or

b. Project provides transit incentives to residents with a physical address in a disadvantaged community (e.g. . vouchers, reduced fares, transit passes); or

c. Project improves transit connectivity at stations or stops in a disadvantaged community (e.g. network/fare integration, better links between transit and active transportation); or

d. Project improves connectivity between travel modes for vehicles or equipment that service stations or stops in a disadvantaged community (e.g., bicycle racks on transit vehicles); or

e. Project creates or improves infrastructure or equipment that reduces air pollution at a station, stop or transit facility in a disadvantaged community (e.g., auxiliary power, charging stations); or

f. Project creates or improves infrastructure or equipment that reduces air pollution on regular routes that are primarily within a disadvantaged community (e.g., rail electrification, zero-emission bus); or

g. Project provides greater mobility and increased access to clean transportation for disadvantaged community residents by placing services in a disadvantaged community, including ride-sharing, car-sharing, or other advanced technology mobility options associated with transit (e.g., neighborhood electric vehicles, vanpooling, shuttles, smartphone application-based ride-sharing services, bikesharing services); or

h. Project improves transit stations or stops in a disadvantaged community to increase safety and comfort (e.g., lights, shelters, benches).

Step 2 – Provides Benefits To: If the project does not meet the above criteria for "located within," evaluate the project to see if it meets at least one of the following criteria for providing direct, meaningful, and assured benefits to a disadvantaged community.

Project must meet at least one of the following criteria focused on increasing transit service along transit lines or corridors that are accessible to disadvantaged community residents, or improving transit access for disadvantaged community residents, or reducing air pollution in a disadvantaged community:

a. Project provides improved local bus transit service for riders using stations or stops that are accessible by walking within ½ mile of a DAC (e.g., more frequent service, greater capacity on existing lines that are nearing capacity, improved reliability, bus rapid transit service); or

b. Project improves local bus transit connectivity for riders using stations or stops that are accessible by walking within ½ mile of a disadvantaged community (e.g., better links to active transportation, bicycle racks on local bus); or

c. Project provides improved intercity rail (and related feeder bus service), commuter bus or rail transit service for riders using stations or stops in a ZIP code that contains a disadvantaged community census tract or is within ½ mile of a disadvantaged community (e.g., new lines, express bus service); or

d. Project provides improved intercity rail (and related feeder bus service), commuter bus or rail transit connectivity for riders using stations or stops in a ZIP code that contains a disadvantaged community census tract or within ½ mile of a disadvantaged community (e.g., network/fare integration, better links between local bus and intercity rail, bicycle racks on rail); or

e. Project will increase intercity rail (and related feeder bus service), commuter bus or rail transit ridership, with at least 25 percent of new riders from disadvantaged communities; or

f. Project provides greater mobility and increased access to clean transportation for disadvantaged community residents by placing services that are accessible by walking within ½ mile of a disadvantaged community, including ride-sharing, car-sharing, or other advanced technology mobility options associated with transit (e.g., neighborhood electric vehicles, vanpooling, shuttles, bikesharing services); or

g. Project improves transit stations or stops that are accessible by walking within ½ mile of a disadvantaged community, to increase safety and comfort (e.g., lights, shelters, benches); or

h. Project includes recruitment, agreements, policies or other approaches that are consistent with federal and state law and result in at least 25 percent of project work hours performed by residents of a disadvantaged community; or

i. Project includes recruitment, agreements, policies or other approaches that are consistent with federal and state law and result in at least 10 percent of project work hours performed by residents of a disadvantaged community participating in job training programs which lead to industry-recognized credentials or certifications.

Express Route	weekly riders	daily riders	5% increase	# of new daily round trips	increase in ridership (new riders)	Comparable Route	One-way milage	
Anderson	869	145	7	2	14	Cottonwood to Shasta Collge	24.5	686
Airport Express	1147	191	10	3	30	Airport Express	8.5	510
Burney Express	14	2	0.10	1	0.10	Burney Express	54	10.8
Crosstown Express				6	125	Conceptual Crosstown Express	6	1500
				12	169		23.25	

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION
Division of Rail and Mass Transportation
Low Carbon Transit Operations Program (LCTOP)
Letter of Intent
Effective 1/15

Caltrans

Letter of Intent
Use of Low Carbon Transit Operations Funds

AS THE Executive Officer
(Chief Executive Officer / Director / President / Secretary)

OF THE Redding Area Bus Authority
(Name of Agency)

I understand that the Low Carbon Transit Operations Program (Program) is funded from the Greenhouse Gas Reduction Fund and was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emission and improve mobility, with a priority on serving disadvantaged communities.

I understand that, in the first year of the Program (Fiscal Year 2014-15), $25 million was appropriated in the State Budget and that these funds must be allocated by June 30, 2015. I understand that if my agency does not request our allocation by April 15, 2015, the funds will no longer be available to our agency.

In order to utilize the available funds to their fullest potential, my agency will (check to indicate your intent):

_____ 1. Request its allocation in the amount of $________________, by:
_____ a. February 2, 2015, in the first cycle of requests for FY 2014-15, or
_____ b. April 15, 2015, in the second cycle of requests for FY 2014-15, or

X 2. Request that the allocation of $4,197 be released to our regional entity, Shasta Regional Transportation Agency (SRTA), so the funds may be applied to a project within our region that meets the requirements of the LCTOP Guidelines and the requirements of Public Resources Code section 75230.

I also understand that, effective in Fiscal Year 2015-16, the LCTOP will receive a continuous appropriation of five percent of the annual proceeds of the Greenhouse Gas Reduction Fund and an agency may accumulate funds over multiple years to accrue sufficient funds to support an appropriate project.

_________________ Brian F. Crane, Executive Officer
(Signature) *(Print Name and Title)*

Approved this 2 *day of* March, 20 15

Final Proposed Fixed Route Plan

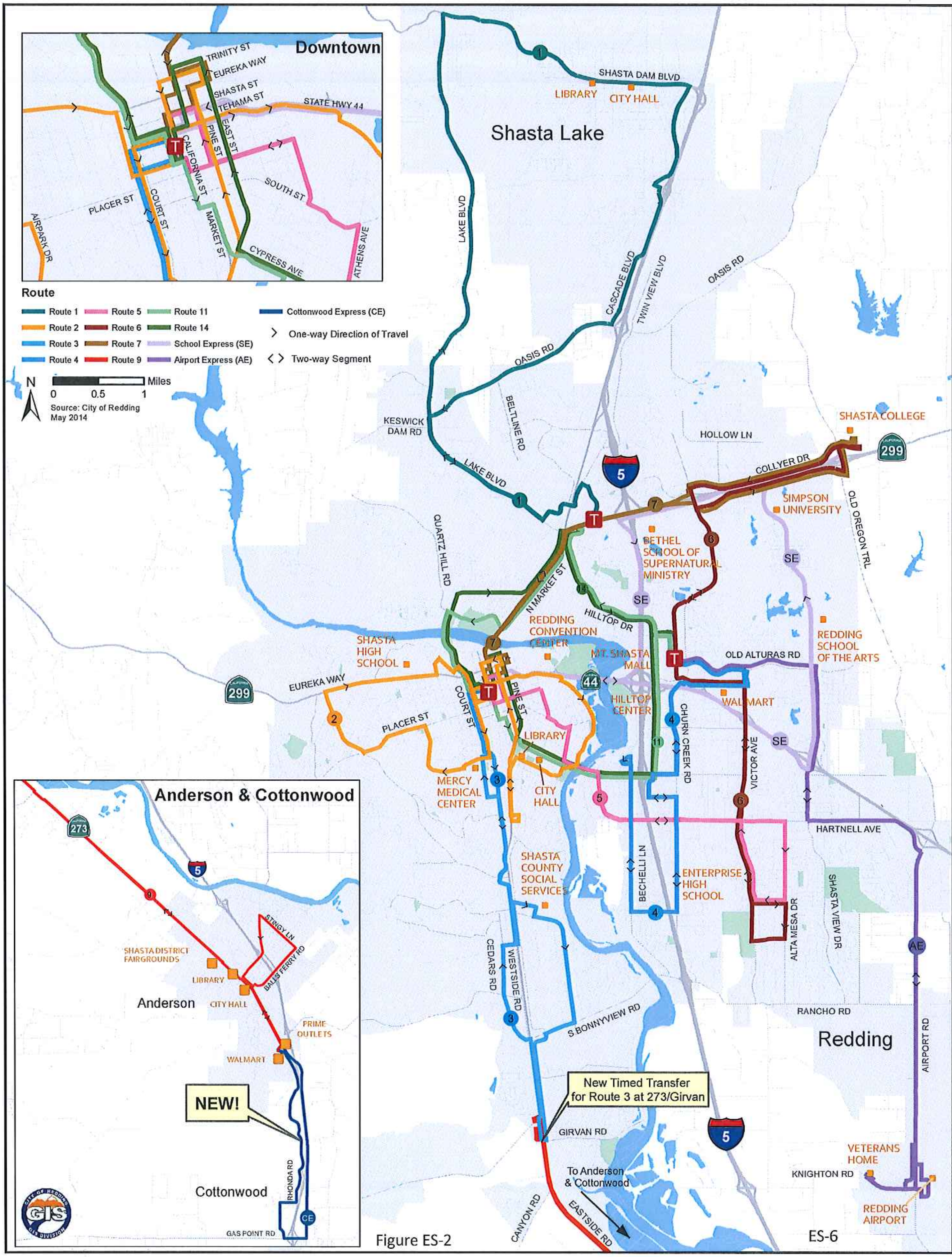


Figure ES-2

Burney Express

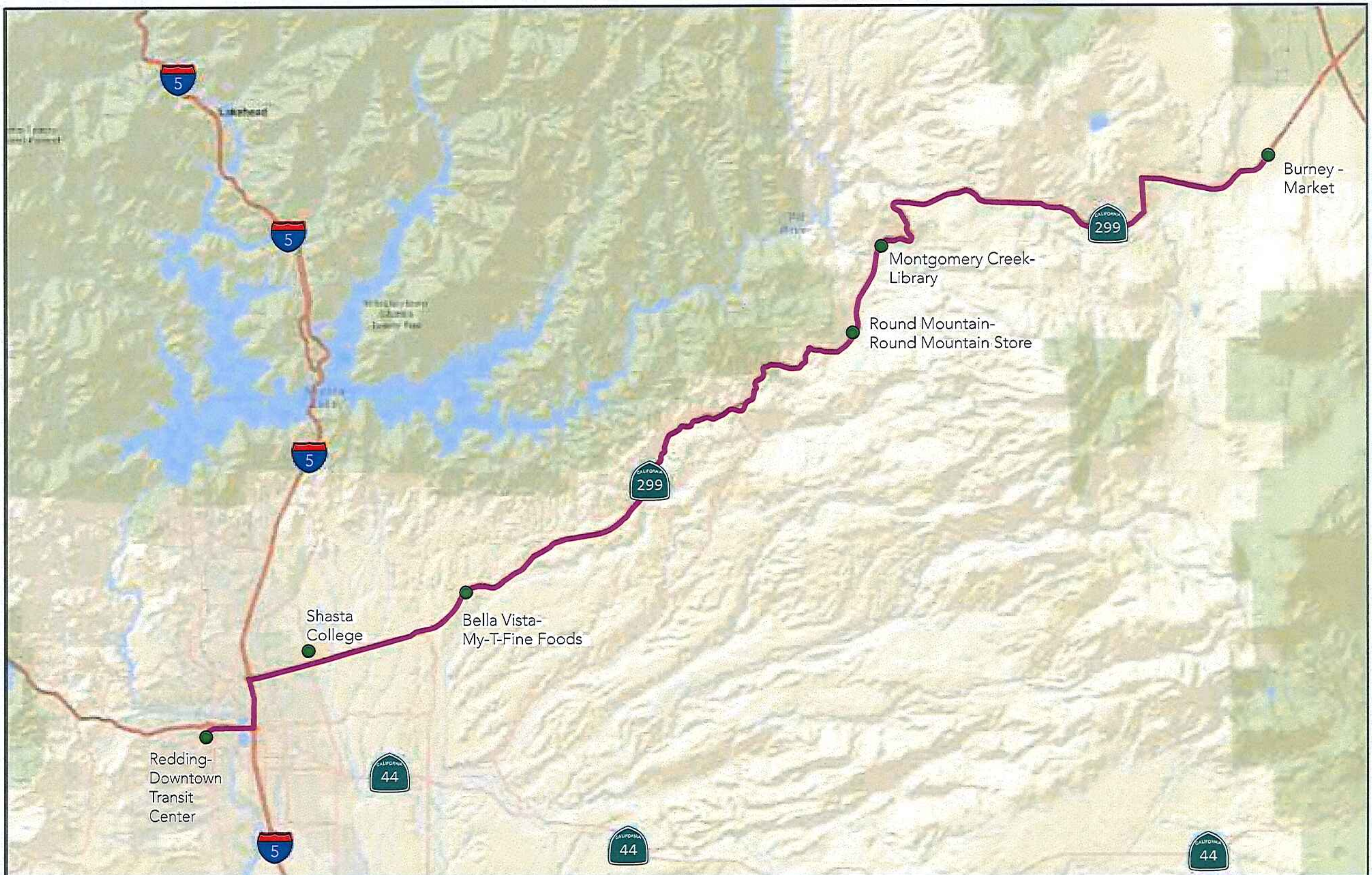


Figure 6-2

Burney Express

0 5 10

Miles

N

Source: City of Redding, Shasta County, ESRI ArcGIS Online map service January 2013

Final Proposed Fixed Route Plan

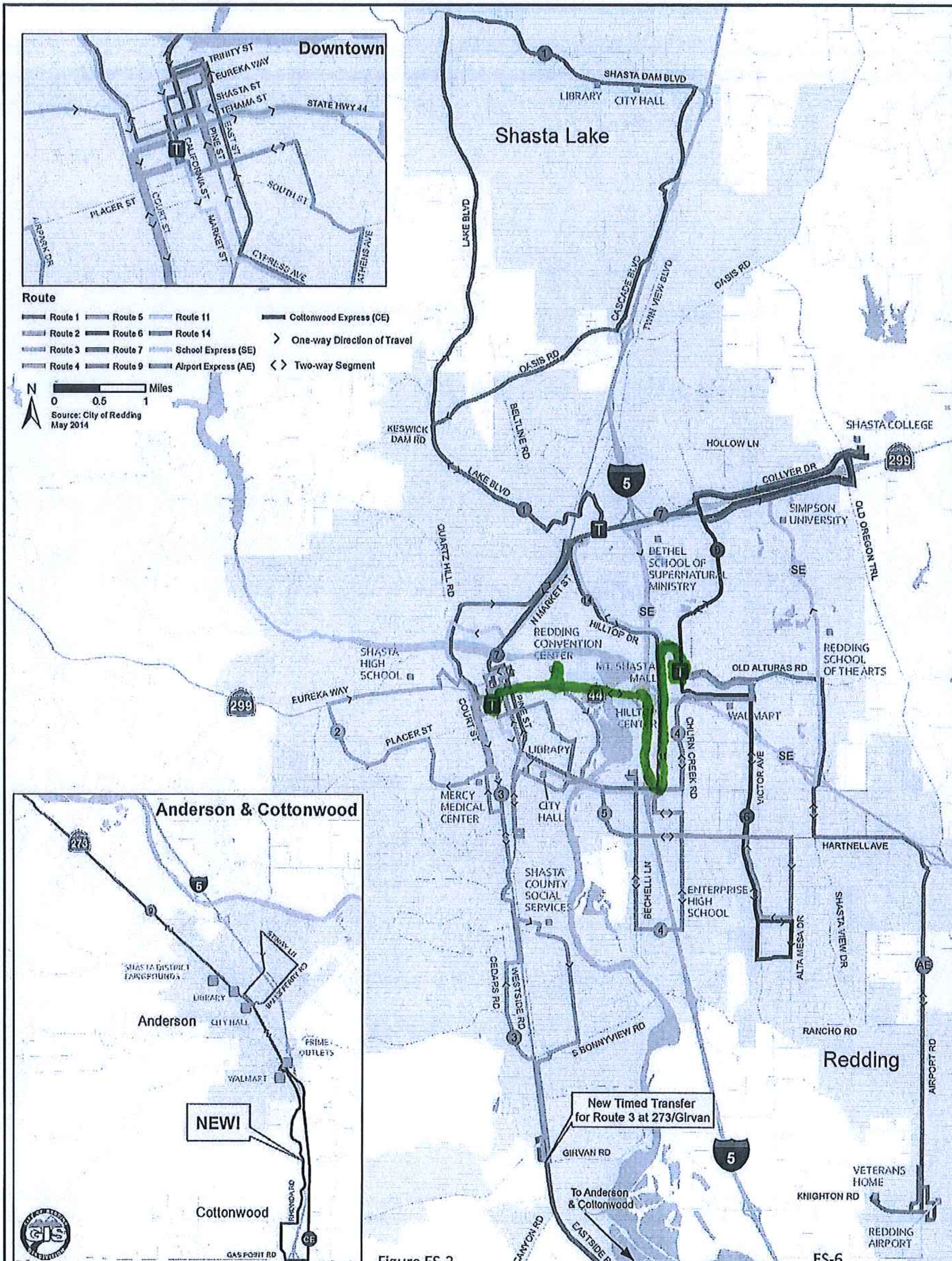


Figure ES-2

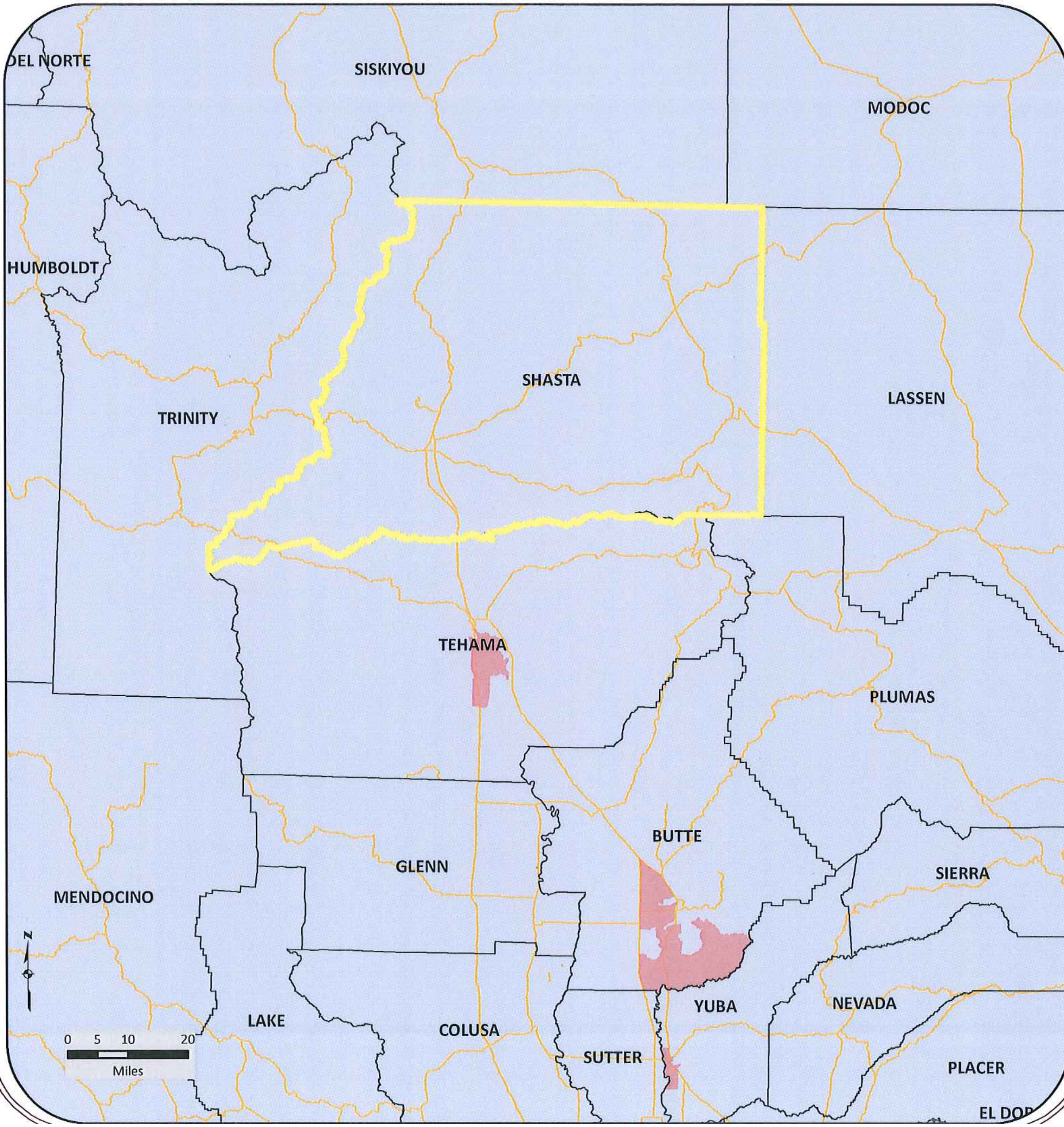
March 30, 2015

Shasta County

SB535 Disadvantaged Communities

SB535 disadvantaged communities
County Boundary

There are no SB535 "disadvantaged communities" as identified by CalEPA in Shasta County.



ITEM NO.	4
MEETING DATE	June 16, 2014
APPROVED BY	
STAFF AUTHOR	
DEPARTMENT DIRECTOR	

REDDING AREA BUS AUTHORITY

REPORT TO BOARD OF DIRECTORS

DATE: June 5, 2014
R-010/R-010-075

FROM: Brian F. Crane, Director
Public Works

SUBJECT: Public Hearing and Consideration for Adoption of the Short-Range Transit Plan

Recommendation

It is recommended that the Board of Directors (Board) of the Redding Area Bus Authority (RABA) adopt the proposed Short Range Transit Plan and direct staff to take the necessary steps to systematically implement the proposed route modifications and improvements outlined in the plan.

Background

At its regular meeting on April 21, 2014, the Board received a report and presentation on the Draft Short Range Transit Plan (SRTP). The Board also directed staff to solicit additional public comments on the Draft SRTP and set a public hearing for the Board to consider this input prior to plan adoption.

Since the April meeting, the Draft SRTP has been made available to the community through several channels. Methods include direct email to RABA stakeholders and gatekeepers, two public notices in local newspapers, flyers and posters on the buses and transfer centers and RABA's website including translation in Spanish language. A summary of the comments received through June 12, 2014, and staff responses are attached for Board review.

In addition to these recent opportunities, RABA has solicited input from the public to develop the plan throughout the nearly two year planing effort including nearly multiple meetings of the Board to provide direction, nearly 1,000 customer interviews and surveys, 50 focus group and stakeholder interviews, community workshops in all three cities, presentations to the City Councils of the Cities of Shasta Lake and Anderson, the Shasta Regional Transportation Agency and college and social service focus groups. Additionally, RABA staff met individually with staff from the member agencies to discuss service and financial impacts to their jurisdiction on multiple occasions. Staff has made multiple presentations to the Social Services Transportation Advisory Council (SSTAC), which also functions as RABA's citizen advisory committee, culminating with the SSTAC taking action at its meeting on May 21, 2014 to recommend the SRTP for adoption by the RABA Board.

The plan was developed with goals to:

- Improve service reliability;
- Provide more direct travel between key origins and destinations;
- Reduce passenger travel time where possible;
- Improve RABA rider convenience; and
- Maximize cost efficiency.

The recommended plan includes modifications to fixed routes, trial service expansion to Cottonwood, opportunities for expansion if financially feasible through partnerships/performance, operational and capital replacement/expansion financial plan, fare media and structure recommendations, communications plan, system goals and objectives and opportunities for better coordination of the complimentary para-transit service with other social service providers. When fully implemented, the plan should result in a more efficient system with better service to key origins and destinations for customers. Please refer to the attachments for more detail.

Should the Board adopt the proposed plan, staff will work to implement the proposed fixed route modifications in the next six to twelve months. This will include extensive work including:

- A phased plan for specific route modifications,
- Addition of bus stop infrastructure on new sites,
- Development of new google transit feed specification,
- Update of RABA website,
- New time tables and ride guide information,
- Driver training on route modifications; and
- Media advertising and outreach materials regarding system changes

Staff will return to the Board for implementation of specific recommendations regarding fares, capital additions, and any modifications to the para-transit system or Burney Express service.

Issue(s)

Does the Board wish to adopt the proposed Short Range Transit Plan and direct staff to implement the proposed fixed route modifications?

Alternatives; Implications of Alternatives

1. Adopt the Short Range Transit Plan and direct staff to implement the proposed fixed route modifications.

2. Provide alternative direction to staff.

Conclusion

Considering the significant information collected and analyzed by the consultant, the Board provided general direction to staff regarding service alternatives. Along with this direction and public input on the alternatives, the consultant and staff have developed a proposed plan that will provide direction for modification of the system that aligns with the Mission of RABA. It is appropriate to consider this plan for adoption and implementation.

Attachments

A. April 21, 2014 Staff Report
B. Proposed Fixed Route Structure
C. Summary of Public Comments/Responses
D. Proposed Short Range Transit Plan

c: City of Redding City Manager
City of Shasta Lake City Manager
City of Anderson City Manager
County of Shasta Chief Administrator
Board Chair, Shasta Regional Transportation Agency
Dan Little, Shasta Regional Transportation Agency
Board Chair, Social Services Transportation Advisory Council

FINAL SHORT-RANGE TRANSIT PLAN

RABA

Redding Area Bus Authority

June 2014

Prepared by:

mobility PLANNERS

2036 Nevada City Highway #200
Grass Valley, CA 95945
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U.S. Department of Transportation Federal Transit Administration

Caltrans

This plan was made possible through the Federal Transit Administration 5304 and Caltrans funding

In Association with:

TRANSIT marketing LLC

Executive Summary

Purpose of Short Range Transit Plan

The Redding Area Bus Authority (RABA) last developed a Short Range Transit Development Plan (SRTP) in October 2007. The primary purpose of the SRTP is to guide the development of fixed and demand response transit for residents, employees and visitors in the RABA service area over the next five years. More specifically, the SRTP process:

- Provides opportunities for public and key stakeholder input into the future of public transportation throughout the RABA service area in parts of Shasta County.
- Conducts market research to determine who is currently riding RABA buses, how satisfied they are with the services provided, and priorities for improvements.
- Evaluates the recent performance of existing services.
- Establishes a mission statement, goals, objectives and performance standards.
- Provides service plan and fare recommendations.
- Develops communication strategies to provide RABA information on different market segments.
- Establishes a detailed operating and capital financial plan.

Overview of Existing RABA Services

RABA provides a network of fixed route and demand response services. The following is a brief overview of services provided.

RABA Fixed Route Services

RABA fixed route service consists of ten local routes and three express routes. The local routes operate 12 or 13 service hours per day, Monday - Friday, starting at either 6:00, 6:30, or 7:00 am. Saturday service commences three hours later than the Monday - Friday start time, but ends at the same times. There is no Sunday service.

All local routes depart from one of three RABA transit centers – six routes depart from the Downtown Transit Center, three from the Masonic Transfer Center, and five local routes from the Canby Transfer Center (TC). These routes all complete a loop in the span of one hour, and return to the starting point at the respective transit center with a couple of exceptions.

Very recently RABA started the practice of having the Route 11 bus continue as the Route 14 bus at the Canby Transfer Center. Likewise, Route 14 becomes route 11 at the Canby Transfer Center. With Route 11 being shorter with slack time in the current schedule, it has allowed Route 14 to more often stay on schedule.

The other exception is Route 9 between Anderson and the Downtown Transit Center, which has a frequency of every two hours. Route 9 alternates between one-hour one-way trips from Anderson to the Downtown Redding Transit Center and the reverse trip back to Anderson. The first trip of the day departs from Walmart in Anderson, and the last trip ends in Downtown Redding.

Overall, in FY 2012/13 RABA provided 40,798 vehicle service hours of fixed route service with an annual ridership of 807,894.

RABA Demand Response Services

RABA's demand response transportation service provides origin and destination transportation for individuals who, because of a disability, are not able to utilize a regularly scheduled fixed route bus service. RABA's demand response service provides Americans with Disability Act (ADA) Paratransit service. Demand response service is the same as paratransit service for the purposes of the SRTP. For ease of understanding, the more commonly understood demand response term will be utilized instead of paratransit.

The service area provision for ADA service is limited to ¾ mile of fixed route service. Service is provided during the same operating hours as fixed route services Monday to Saturday.

Overall, the FY 2012/13 RABA demand response service provided 17,327 vehicle service hours and annual ridership of 55,699.

Recent Systemwide Performance Trends

Performance in FY 2012/13 showed very positive improvement in overall performance compared to the past two fiscal years. Overall ridership increased by 20.1% from FY 2009/10 to 869,050 in FY 2012/13. Impressively, overall fare revenue increased by 16.4% while costs were flat over the two past fiscal years, increasing only 1.2% over the past four fiscal years.

These very positive systemwide base statistics had a very positive upward swing to overall performance measures. The farebox recovery ratio systemwide increased from 15.1% to 17.3%. Systemwide productivity increased from 10.8 passengers per hour to 14.6 passengers per hour. Importantly, the cost per trip decreased by 15.8% since FY 2009/10. The subsidy[1] per trip declined by almost one dollar from $6.07 to $5.10 between FY 2010/11 and FY 2011/12 and dropped further to $4.87 in FY 2012/13.

[1] (Operating cost - fare revenue)/fare revenue

Transit Needs And Financial Constraints

RABA Rider Profile

From an onboard survey of RABA passengers, a key finding was that most of RABA's riders are quite dependent upon public transportation. The majority (58%) had neither a driver's license nor a car available for the trip on which they were surveyed, while another 33% lacked either a vehicle or a driver's license.

About two thirds (65%) of RABA riders are employed, students, or both. About 30% are employed non-students, 26% are students only and 9% are employed students. The other third of the ridership is made up of persons with disabilities who are unable to work (16%), unemployed persons (10%), retirees (6%) and homemakers (2%).

Most RABA riders are quite low income. Three quarters (74%) report annual household incomes of under $15,000, while another 12% report household incomes between $15,000 and $20,000.

Desired Passenger Improvements

The onboard survey asked passengers to rate a range of potential improvements to the RABA fixed route service.

Two potential improvements tied for first place:

- Buses running on-time is an improvement to existing service.
- Extended hours on weekdays to 8:30 pm is an expansion of service.

Two additional expansions of service were rated very high by RABA passengers and key stakeholders alike:

- Sunday service
- 30 minute service during key travel times

Financial Constraints to Meeting Transit Needs

Based on input from key stakeholders and RABA Board, the service plan presented in the SRTP is financially constrained to the current budget of vehicle service hours. Therefore, service plan actions that would extend hours to 8:30 pm, Sunday service and 30 minute service during key travel times are not feasible without increasing the budget for RABA.

About 2/3 of funding for RABA is from the Transportation Development Act including the Local Transportation Fund and State Transit Assistance. The Local Transportation Fund (LTF) funding source comes as ¼ cent from the sales tax as authorized by the Transportation Development Act approved in 1971. Therefore, available funds increase when increased local sales tax revenues increase. The LTF funds, per the 1971 law are for public transportation purposes. However, in some rural counties Including Shasta County, funds can be utilized for streets and roads purposes only when the Shasta Regional Transportation Authority (SRTA) makes a finding that there are no transit unmet needs that are reasonable to meet. This is governed annually by the unmet needs process administered by SRTA. SRTA adopts criteria that defines unmet needs and what is reasonable to meet.

SRTA prepares a detailed Unmet Transit Needs Assessment each year. In the latest SRTA report for FY 2012/13, Figure ES-1 provides a breakdown that shows that only 58% of available TDA funds are utilized for transit purposes. The City of Redding utilizes 87% of funds for transit purposes and Shasta County only utilized 14% for transit purposes in FY 2012/13.

Figure ES-1 Transportation Development Act Transit Funding Apportionments

FY 2012/13	Transit Obligations	Streets and Road (other)	Total Available	Percent Transit use
City of Redding	$ 3,630,751	$ 524,558	$ 4,155,309	87%
City of Shasta Lake	$ 241,991	$ 214,631	$ 456,622	53%
City of Andereson	$ 214,126	$ 232,630	$ 446,756	48%
Shasta County	$ 388,191	$ 2,305,009	$ 2,693,200	14%
Total	$ 4,475,059	$ 3,276,828	$ 7,751,887	58%

Source: p.24 of FY 13/14 SRTA Unmet Transit Needs Assessment

If the SRTA makes a finding that any potential transit need identified above is an unmet need that is reasonable to meet, then the participating RABA agencies are required to increase their respective budgets to total TDA dollars available to meet the transit need. Therefore, the Core Plan in the service plan alternatives and recommended plan are based on the existing RABA budget. Optional services are considered for future implementation if monies become available or are considered desirable by the RABA Board.

RABA Fixed Route Service Alternatives

The goal of the service alternatives was to develop a preliminary service plan that used the extensive market research to achieve the mission of the RABA Board: "Serve transportation disadvantaged populations in the RABA service area in the most cost efficient manner as possible." The consulting team was directed by RABA Board to design an alternative core RABA route system within existing available vehicle service hours and miles. The preliminary service alternatives were based on the consulting team analysis of the survey data including origin and destination patterns, transfer patterns from the survey data, schedule adherence and boarding and alighting data. Qualitative input from the stakeholder interviews and focus groups was also considered. The preliminary alternatives were data driven and based on both the quantitative and qualitative market research conducted for the study, but needed to be field-tested with input from RABA staff and Veolia staff.

- Passenger travel time by RABA fixed routes is too long between common and origin and destination pairs.
- Transit trips need to be more direct, and less time consuming.
- Service reliability needs to be improved with good schedule adherence.
- Two-way travel along the same route will provide more direct service and improved passenger convenience.
- Bus interlining is an effective operational strategy to help to achieve several of the above objectives.
- There are good cost-effective optional express and mobility management services that could add substantial value to the RABA system, but would exceed the existing vehicle service hour budget.

Based on these design goals, two distinct service alternatives were developed by the consulting team and RABA staff and reviewed first by the RABA Board and then through public input at three community workshops in Anderson, Redding and the City of Shasta Lake in November 2013. In addition, two focus groups were held with CalWorks participants and Shasta College students.

RABA Staff Recommended Fixed Route Service Plan

Based on the review of service alternatives, RABA staff is recommending the service plan shown on the Figure ES-2 map. The Masonic Transfer facility would be replaced with a transfer facility at Waterworks Park, tentatively named the North Redding Transfer Center. The new service plan would be implemented in January 2015.

The following are the proposed key changes to the RABA fixed route structure and are shown in Figure ES-2.

Route 1

- Operates as two-way service between the North Redding Transfer Center and Oasis and Lake Blvd.
- Route 1 remains the same one-way loop on Lake Blvd, north Oasis Blvd, Shasta Dam Blvd, Cascade Blvd, and Oasis Blvd to Lake Blvd.

Route 2

- One-way routing[2] on existing counter-clockwise loop.
- Clockwise loop eliminated.
- New one-way loop to replace current Route 3 loop along Park Marina Drive. Loop extended south to South Market and Ellis.

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[2] One-way loop is service in one direction only on the route or the street.

Final Proposed Fixed Route Plan

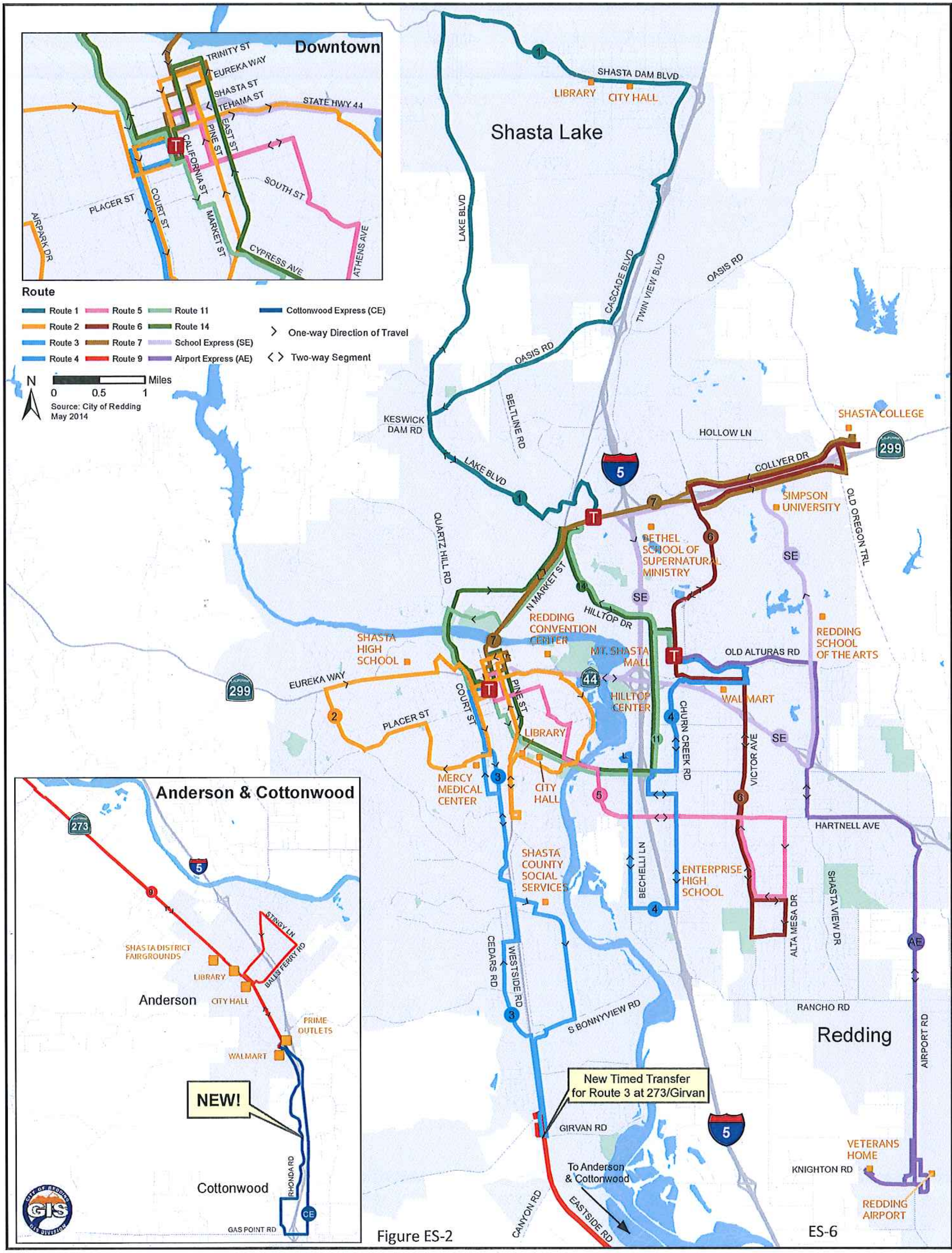

Figure ES-2

Route 3

- One way loop along Park Marina Drive replaced with Route 2 segment described above.
- Route 3 southbound becomes Route 9 south of Westside and Girvan.
- Route 3 passengers boarding on southbound segment before Westside and Girvan, must transfer to a Route 9 bus that become Route 3 northbound at Westside and Girvan.

Route 4

- Two-way service along Bechelli, Loma Vista, and Churn Creek Rd.
- Route deviates to serve K-Mart and Ross.
- Route 4 north of Canby Transfer Center replaced with Route 6 segment.

Route 5

- Route is same west of Victor Avenue.
- East end loop on Hartnell, Shasta View and Goodwater eliminated.
- Route would travel south on Victor to El Vista, currently served by Route 6. Connects with Route 6 at Galaxy near Victor.

Route 6

- Segment between Canby Transfer Center and Downtown Transfer Center eliminated.
- Southern end of route would remain similar as exiting on Victor Ave and would connect with Route 5 at the southern end.
- Route 6 new segment would extend north from the Canby Transfer up Churn Creek Road and then head to Shasta College.

Route 7

- Provides direct service between Shasta College and Downtown Transit Center.
- Two-way service on Market St. and Lake Blvd.
- Transfer opportunities at North Redding Transfer Center.
- Outbound one-way routing to Shasta College along College View Dr.
- Inbound one-way routing from Shasta College along Collyer Dr.

Route 9

- Route 9 would eliminate section of north of Clear Creek Road on SR 273.
- The northern end of the route would create a timed transfer with Route 3 at Westside and Girvan Road.
- Eliminates two-way service within the City of Anderson.
- Service would be direct along 273 south to Walmart in 20 minutes, then a 20 minute one-way loop through the City of Anderson and return to Walmart, then a 20 minute service north along SR 273 to the Westside and Girvan Road.
- Route 9 and Route 3 would be interlined to provide a one seat ride from the Downtown Transfer Center to Anderson and from Anderson to the DTC.
- One Route 9 run in the morning and one run in the afternoon will originate and terminate in Cottonwood. The route will be interlined with Route 3 and Route 7 for a one-seat ride to and from Shasta College.

Route 11

- Route 11A will start at the Canby Transfer Center and travel counter-clockwise hourly along the existing Route 11 and Route 14 routing.
- Route 11B will start at the Downtown Transfer Center and travel clockwise hourly along the existing Route 14 and Route 11 routing.
- The combined two-way loop will provide a one-seat ride and timed transfers at the Canby Transfer Center, Downtown Transit Center and North Redding Transfer Center.

Airport Express

- Remains the same.

School Express

- Expanded to provide two trips in the morning to Shasta College.
- Existing runs that serve School of the Arts and Simpson University along Shasta View Drive on the way to Shasta College remains the same.

Burney Express

- Remains the same in January 2015, but a third run is added in FY 2015/16.

Optional Fixed Route Services

The following are services that could be considered if financially feasible or meet unmet needs and reasonable to meet criteria:

- Provide special routes in partnerships with Far Northern Regional Center, Shasta Opportunity Center, Bethel Spiritual Ministries, Shasta High School, and CalWorks.
- Expand service to 30 minutes on core routes during peak commute times and other times when demand warrants.
- Expand evening hours by one hour on highest demand routes.
- Provide special community route designed for seniors and the disabled in Central Redding.
- 60 minute service during peak period on Route 9 from Anderson to Redding.
- Change schedule for Burney Express for layover in Burney from Redding.
- Freeway express service from Cottonwood and Anderson to Shasta College

Demand Response Recommendations

Eligibility For Senior Nutrition Program Services

According to stakeholders, based on a rule established by the RTPA in 2009, the Shasta Senior Nutrition Program (SSNP) is not able to serve people within the Redding paratransit area who qualify for ADA service. They can serve seniors (60+) who have applied for and been denied ADA certification. They also serve some long time riders who were "grandfathered" in at the time the rule was made. Some seniors in Redding would prefer to use the senior bus (SNP bus) as it is a $1.50 round trip donation instead of a $3.00 one-way fare on RABA's demand response service.

A policy change that would enable a "win-win" situation for seniors and disabled individuals who currently qualify for ADA Paratransit service would increase revenue and productivity for the coordinated services.

Recommendation

SRTA is sponsoring a coordination study in 2014 among human service agencies and RABA. This issue should be fully addressed in the upcoming Consolidated Transportation Services Agency SRTA Coordination Study.

Contracting with Shasta Senior Nutrition Program for ADA Services in Anderson and City of Shasta Lake

Since the Shasta Senior Nutrition Program's service are not part of the scope of services for the Short Range Transit Plan, the potential for having the Shasta Senior Nutrition Program operate at least a portion of the ADA Paratransit Service provided by RABA has not been fully addressed and analyzed.

At the surface, there appears to be some duplication of service between SSNP and RABA Demand Response Services, especially in the City of Shasta Lake and Anderson. A contract arrangement wherein all ADA service level criteria, as described above, are included could be an excellent means of reducing overall demand response costs in Shasta County.

Recommendation

SRTA is sponsoring a coordination study in 2014 among human service agencies and RABA. This issue should be fully addressed in the upcoming SRTA Coordination Study. Overall, there would appear to be significant potential for better coordination of SNP and RABA demand response services. If SNP can operate ADA Paratransit service at a cheaper price than the current arrangement, then the findings and recommendations of the SRTA Coordination Study should be implemented soon.

Fare Recommendations

Eliminate Zone Change Monthly Pass, Retain Existing Zone Cash Fare

The recommendation is to keep the existing zone fare at $0.75 for regular fares and $0.40 for senior/disabled, but to eliminate the zone change monthly pass. Residents of Shasta Lake and the City of Anderson could purchase the regular monthly pass at $48.25 and the senior/disabled monthly pass at $24 per month.

Replace Existing Punch Card

It is necessary to replace the existing punch card with another multi-ride ticket of a $10 value. The longer-term solution is a stored value magnetic strip or a smart card. In the interim, it is recommended that three 10-ride ticket books be sold for agency and passenger convenience: 10 ticket books at $7.50 ($0.75 per ticket), $15.00 ($1.50 per ticket), and $22.50 ($2.25 per ticket).

Implement Picture ID Discount Card

It is recommended that RABA implement a picture ID discount card for individuals who want to receive a discount. Due to the very high senior and disabled ridership on the RABA system, it is imperative that RABA management has in place controls to ensure that individuals who receive the discount are legitimate.

Increase the Senior Discount Age from 62 to 65

It is also recommended that the age limit be raised from 62 to 65 years of age. This is when senior are eligible for Medicare and meets the FTA guidelines for half-fares.

Eligibility of Military Veterans for RABA Discounted Fares

The RABA photo ID discount card would enable RABA to issue military veterans a discount card if the RABA Board desires to extend the discount. There is no FTA requirement to require issuance of discount cards to non-disabled veterans, but RABA does have the discretion to provide this to individuals who have served the United States in military service.

Expand Partnerships

There would appear to be significant opportunity to further partnerships with Bethel, Shasta Unified School District, Far Northern Regional Center, Shasta College and the Department of Social Services, including CalWorks. The benefits of these partnerships have been demonstrated with the IASCO partnership.

Guidelines for Considering Future Fare Increases

1. Continue to pursue partnerships that will yield similar results as the IASCO partnership. This will increase ridership, revenue, and farebox recovery without the need for a fare increase. Even if only two of the above suggested partnerships come into fruition over the next couple of years, it will significantly reduce the need for a fare increase during the five year planning horizon of the Short Range Transit Plan.
2. Implement strategies that keep the fixed farebox recovery ratio above or near 19%. Several of the fare policy recommendations are meant to increase the average fare and fare revenue. Increasing the age required to receive a senior discount from 62 to 65 is one such strategy. Implementing a new photo ID discount card will ensure that only eligible individuals receive the half-fare discounts.
3. The new service plan alternatives being considered are meant to reduce the average travel time between key origins and destinations and improve passenger convenience and increase overall ridership. The changes should increase fare revenues but will need at least one to two years to reach its full potential.

4. A fare increase should be considered if every effort in #1 to #3 above are not successful in keeping the fixed route farebox recovery at or above 19% and the farebox recovery level for fixed service falls below 17% in a fiscal year. A fare increase should be considered as a last resort to keeping the combined system farebox recovery above 15%.
5. The cash fares originally proposed in 2011 with the base fare increasing from $1.50 to $1.75 would be the desirable increase in the base fare only if it is not possible to keep the combined system farebox recovery above 15%. The senior/disabled fare would increase from $0.75 to $0.85. The increased base fare of $0.25 is an 18% increase. It is recommended that the monthly pass fare price be raised at half that rate at 9%. This will encourage additional purchases of monthly passes. If that were not successful in achieving revenue objectives, then the monthly pass would be increased by another 9%.

Financial Plan

The following are key findings from the financial plan components:

- Operating Expenses
- Operating Revenues
- Capital Expenditures
- Capital Revenues

It should be noted that the financial plan is a 5-year financial planning document to work from. Based on current circumstances, there may be a need to make adjustments in the annual budget to reflect current conditions.

Operating Expenses

There are four main components of operating costs:

- The amount of service supplied.
- The cost of the operations and maintenance contractor to operate that service.
- Administrative staffing required to manage and communicate RABA services as well as lead the significant capital improvement program and provide ongoing quality assurance to transit operations.
- Fuel costs.

The recommended service plan would actually reduce the number of vehicle service hours supplied by RABA from 59,643 in FY 2012/13 to 59,013 in FY 2018/19. This includes slightly over 3,000 demand response vehicle service hours that would be contracted to the Senior Nutrition Program in FY 2017/18.

Including the new contract with the Senior Nutrition Program and the operations contract with Veolia, contracted operations costs would increase from $3.3 million in FY 2012/13 to just under $4 million in FY 2018/19.

Administrative costs remain at 12% of total operating costs between FY 2012/13 and FY 2018/19. The industry standard is to keep administrative at or below 15% and RABA is well below the industry standard.

Fuel costs are expected to increase at an average of 4% per year, well above recent inflation rates.

Overall RABA operating expenditures are expected to increase from $5.5 million in FY 2012/13 to $6.4 million in FY 2018/19.

Operating Revenues

Operating revenues include:

- Passenger fares
- Local State funding sources
- Federal funding sources

Passenger Fares

Passenger fares are the cumulative total of passenger fares for RABA Fixed Route, Demand Response and the Burney Express.

Fixed route fare estimation is based on several factors, and the true impacts will not be known until the proposals in this SRTP are implemented. The Fixed Route Service Plan is designed to provide more direct and reliable service, and will generally enable more one seat rides and decrease the number of transfers in many cases. The primary exception to this will be increased transfers on Route 3 with the RABA staff proposed Route 3 and 9 alignments. Each time a passenger boards a bus, he or she is counted as a passenger. If a person has to transfer twice for the same trip, it is counted as three passenger trips because they boarded a bus three times. The odd paradox in passenger trip accounting for a transit system is that the fewer transfers, the lower number of passengers trips counted.

Paradoxically, based on the above, the total number of people who utilize RABA is expected to increase when the new service is implemented, but the total number of passenger trips (boardings) is expected to decline by 10% or more. It is projected that there will be short term fare revenue decline, but as the average fare and the total number of people who utilize RABA increases, the fare revenues on RABA fixed route is expected to increase from $684,805 in FY 2012-13 to $821,000 by FY 2018/19. Based on the discussion above, there is a great deal of uncertainty with this projection and assumes the successful implementation and communication of the entire SRTP plan.

Local and State Operating Revenues

Two-thirds of total RABA funding comes from the Transportation Development Act (TDA) consisting of two sources, the Local Transportation Fund and State Transit Assistance.

The Local Transportation Fund (LTF) funding source comes as ¼ cent from the sales tax as authorized by the Transportation Development Act approved in 1971. Therefore, available funds increase when increased local sales tax revenues increase. The LTF funds, per the 1971 law are for public transportation purposes. However, in some rural counties including Shasta County, funds can be utilized for streets and roads purposes only when the SRTA makes a finding that there are no transit unmet needs that are reasonable to meet. This is governed annually by the unmet needs process administered by SRTA. SRTA adopts criteria that defines unmet needs and what is reasonable to meet.

The second source of funding is State Transit Assistance funding which is derived from statewide sales taxes on diesel fuel. Funds are derived from State Public Transportation Account. STA funds can only be utilized for transit purposes, but can be utilized for either operating or capital purposes.

Overall, TDA funding for transit purposes is expected to increase from $3.7 million in FY 2012/13 to $4.2 million in FY 2018/19.

Federal Operating Funding

FTA 5307 funds are federal formula funds administered by Caltrans for small urbanized areas like the RABA service area. Funding for small-urbanized areas under 200,000, and may be utilized for both operating and capital purposes.

Congress will soon be discussing reauthorization of federal transportation funding, including FTA 5307 funding. Historically, FTA 5307 funding has received a 15% increase when reauthorization is approved. Conservatively, the increase is estimated at 10%, with operations funds from federal sources increasing to $825,000 annually.

In recent years, RABA has received $1.4 million annually in FTA 5307 funding and has budgeted $750,000 for operating purposes, with the remainder utilized for capital purposes. Federal funding of operations is expected to increase from $750,000 annually to $825,000.

Capital Expenditures

There are three major categories of capital expenditures:

- Vehicle acquisition and replacement
- Passenger amenity capital procurements
- Equipment and minor facilities

Vehicle Needs and Replacements

In January 2015, there will be a need for fleet peak pullout (the maximum number of vehicle in service at any one time) of 12 full size transit buses and 16 demand response smaller cutaway buses. With necessary spares, the total fleet size will be 36. With the implementation of optional services, there will be a peak pullout of 30 buses in FY 2018/19, two more than today. With the goal of a 20% fleet spare ratio, the total fleet size can be reduced to a total of 36 buses. RABA will replace 21 buses over the next five years at a cost of $3.3 million.

Passenger Amenity Capital Procurements

The passenger amenity capital procurement recommendations are intended to provide RABA with both a management tool and to increase available information to RABA passengers. RABA will be developing a detailed RFP for procurement of a suite of technologies that should be fully integrated, professionally installed and tested, with significant knowledge of bus electronic systems. There are several vendors who provide such a suite of technology applications that should be fully integrated to both meet RABA management and passenger information needs.

At the heart of the hardware is automatic vehicle location or AVL for short. AVL systems are widely used in the public transportation industry as a way to track where vehicles are located in their respective service areas. In simple terms, AVL has two major parts: 1) geographic positioning systems (GPS) that track the real-time location of the bus and 2) software that displays the location of the buses on a map. An AVL tracking system will be procured in FY 2013/14. In FY 2016/17, real time passenger information, video displays at each transfer center, automatic passenger counters, and vehicle annunciators to automatically announce passenger stops will be purchased.

RABA management has done an excellent job in providing bus stop and bus stop sign infrastructure throughout the RABA system. At the bus stop level, stops are clearly marked and heavily utilized stops have bus shelters. There are several important improvements to bus stops that should be made over the next five years:

1) New bus stops for the two-way routing on many RABA routes as part of part of the recommended reconfigured RABA system.
2) Labeling each bus stop with bus stop numbers to enable access to the proposal AVL real-time passenger information system.
3) Strategically adding new bus stop shelters that are not being provided by the bus stop shelter vendor.
4) Providing improved ADA access to and from the bus stop location. This is critically important due to the very high number of disabled individuals who are riding on the RABA Fixed Route system.
5) Relocation of the Masonic Transfer Center to the Waterworks area in a new North Redding Transfer Center. Most of the street improvements are potentially being made as part of a

development proposal and is being currently reviewed as part of the community development approval process. There will be a need for bus shelters, trashcans and wayside information signs.

A total of slightly more than $1,000,000 is being allocated for bus stop improvements. A majority of this funding will need to be utilized to improve pedestrian and ADA-compliant access to and from the bus stop in a strategic manner.

Equipment and Security

There are a number of equipment and security enhancements that RABA will need to procure over the next five years. These include:

- Upgrades to the farebox equipment
- Replacement and upgrades to the Demand Response Mobile Data Terminals (MDTs)
- Security upgrades as part of the bus stop and transfer center upgrades
- Office equipment and computer replacement
- Shop equipment replacement
- Miscellaneous minor equipment

Capital Revenues

RABA currently utilizes four sources of funding, two of which are also utilized for operations funding: Transportation Development Act and Federal Transit Administration 5307 funding.

Transportation Development Act

The source of Transportation Act (TDA) was described above in the Operating Revenues section. TDA funding for capital purposes is needed to provide local match for capital procurements, typically 20% of the capital costs. In the past, RABA has had the flexibility to utilize PTMISEA funding for local match, but PTMISEA ends in FY 2015/16. TDA funds will increasingly need to be utilized for local match in the outer years of the SRTP.

Federal Transit Administration 5307 Funds

As explained above in Operations Revenue, RABA currently receives about $1.4 million in FTA 5307 formula funding and currently utilizes about $750,000 annually for operations. FTA 5307 funds will be increasingly important for vehicle replacements after PTMISEA funds are no longer available. The next round of bus replacements in FY 2020/21 will require RABA to carryover FTA funding in order to have sufficient funds stockpiled for fleet replacement. This requires that a minimum of 50% of the FTA 5307 funds are utilized for capital procurements and set asides for future procurements.

Proposition 1B PTMISEA

As approved by the voters in the November 2006 general election, Proposition 1B enacts the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006. Statewide, this is a $19.925 billion state general obligation bond that is meant to fund high priority projects. There are 16 different programs under Proposition 1B, and two directly benefit Shasta County for transit purposes. Overall, RABA has had access to $6.7 million in PTMISEA funding for capital procurements of all types including vehicle acquisitions, solar canopy over the maintenance facility parking, Downtown Transit Center improvements, among many others. There are currently $3,169,000 funds remaining that need to be programmed over the next three years.

Proposition 1B CalEMA Security

The Transit System Safety, Security, and Disaster Response Account of Proposition 1B, commonly referred to CalEMA can be utilized for safety and security projects. RABA received $153,000 annually through FY 2016/17, but must utilize the money for eligible safety and security projects.

Financial Plan Summary

Figure ES- 3 is a summary of Operating and Capital expenses and revenue over the five year of the Short Range Transit Plan. During the five year time period a total of $35 million will be expended on RABA services. A combination of passengers fares, local, state, and federal funding sources will provide the necessary revenue to support RABA services.

Figure ES- 3 Summary of 5-Year Operating and Capital Expenses and Revenue

	FY 2014/15 Projected	FY 2015/16 Projected	FY 2016/17 Projected	FY 2017/18 Projected	FY 2018/19 Projected
COSTS					
Operating Costs					
Operating Costs	$ 4,934,127	$ 5,077,993	$ 5,261,984	$ 5,426,706	$ 5,640,259
Administrative Costs	$ 775,860	$ 741,104	$ 730,189	$ 748,544	$ 767,832
Total Operating Costs	$ 5,709,988	$ 5,819,097	$ 5,992,173	$ 6,175,250	$ 6,408,091
Capital Expenditures					
Vehicle Acquistion	$ 180,000	$ 1,519,421	$ 229,910	$ 287,455	$ 269,763
Passenger Amenities	$ 500,000	$ 407,000	$ 322,400	$ 100,000	$ -
Equipment	$ 313,000	$ 508,000	$ 253,000	$ 92,000	$ 10,000
Total Capital Exp.	$ 993,000	$ 2,434,421	$ 805,310	$ 479,455	$ 279,763
Total Costs	$ 6,702,988	$ 8,253,518	$ 6,797,483	$ 6,654,705	$ 6,687,854
REVENUES					
Operating Revenues					
Fares	$ 954,880	$ 946,408	$ 995,968	$ 1,047,744	$ 1,093,088
Local and State	$ 4,005,107	$ 4,047,689	$ 4,171,205	$ 4,302,506	$ 4,490,003
Federal	$ 750,000	$ 825,000	$ 825,000	$ 825,000	$ 825,000
Total Op. Rev.	$ 5,709,988	$ 5,819,097	$ 5,992,173	$ 6,175,250	$ 6,408,091
Capital Revenue					
TDA	$ -	$ (0)	$ 130,462	$ 95,891	$ 55,953
Proposition 1B	$ 993,000	$ 1,160,374	$ 153,000	$ -	$ -
Federal	$ -	$ 1,274,047	$ 521,848	$ 383,564	$ 223,810
Total Capital Revenue	$ 993,000	$ 2,434,421	$ 805,310	$ 479,455	$ 279,763
Total Revenues	$ 6,702,988	$ 8,253,518	$ 6,797,483	$ 6,654,705	$ 6,687,854

the Canby Transfer Center (TC). These routes all complete a loop in the span of one hour, and return to the starting point at the respective transit center with a couple of exceptions.

Very recently RABA started the practice of having the Route 11 bus continue as the Route 14 bus at the Canby Transfer Center. Likewise, Route 14 becomes route 11 at the Canby Transfer Center. With Route 11 being shorter with slack time in the current schedule, it has allowed Route 14 to more often stay on schedule.

The other exception is Route 9 between Anderson and the Downtown Transit Center, which has a frequency of every two hours. Route 9 alternates between one-hour one-way trips from Anderson to the Downtown Redding Transit Center and the reverse trip back to Anderson. The first trip of the day departs from Walmart in Anderson, and the last trip ends in Downtown Redding.

Overall, in FY 2012/13 RABA provided 40,798 vehicle service hours of fixed route service with an annual ridership of 807,894.

RABA Demand Response Services

RABA's demand response transportation service provides curb-to-curb transportation for individuals who, because of a disability, are not able to utilize a regularly scheduled fixed route bus service. RABA's demand response service provides Americans with Disability Act (ADA) Paratransit service. Demand response service is the same as paratransit service for the purposes of the SRTP. For ease of understanding, the more commonly understood demand response term will be utilized instead of paratransit.

The service area provision for ADA service is limited to ¾ mile of fixed route service. Service is provided during the same operating hours as fixed route services Monday to Saturday.

Overall, the FY 2012/13 RABA demand response service provided 17,327 vehicle service hours and annual ridership of 55,699.

Other Transit Services in Shasta County

Shasta County contracts with RABA to provide express service to the community of Burney. The service is for commuters and has limited stops; therefore it is not subject to the requirements for ADA Paratransit service. Burney Express operates Monday to Friday with two round-trips each day. Shasta County provides two ADA-compliant medium size buses for this service. In FY 2012/13, the Burney Express provided 1,518 vehicle service hours and an annual ridership of 5,457.

Shasta County has a second demand response service operated by the Senior Nutrition Program as part of the Consolidated Transportation Service Agency (CTSA) and is completely independent of RABA services. The Short Range Transit Plan does not include the CSTA services, but stakeholder input is included to potentially better coordinate policies between the two demand response services.

minutes after the hour (:10) does not permit any useful transfer options. At Canby TC, there are timed connections on the hour (:00) to Routes 4, 11, and the Airport Express (note: Airport Express does not run every hour). There are also connections to Route 6 with a 15 minute wait and Route 7 with a 45 minute wait to transfer. The Route 14 bus becomes the Route 11 bus at the Canby Transfer Center with a destination to the Downtown Transit Center.

Express Services

Airport Express serves the Redding Municipal Airport, flight training schools, CalFire, and businesses located on Airport Road. Currently the service operates six times per day, Monday - Friday, at 6:00 am, 7:00 am, 11:00 am, 1:00 pm, 4:00 pm, and 6:00 pm. Saturday service consists of four trips, at 9:00 am, 1:00 pm, 4:00 pm, and 6:00 pm. Recently the RABA board of directors authorized an increase in service to eight trips per day, Monday - Friday, driven by high ridership and two new schools agreeing to a partnership to provide financial support for the service. The additional trips would be at 8:00 am and 3:00 pm. The route begins in front of Kohl's on Browning Street for the 6:00 am and 7:00 am trips, then proceeds to the Canby TC. The remaining daily trips start from the Canby TC. The route travels on Old Alturas Road, Shasta View Road, Hartnell Avenue, then along Airport Road to Knighton Road, along Lockheed Road to IASCO Flight Training, back to Knighton Road, through the airport passenger terminal, then back along Airport Road toward Canby TC. In 2013, in conjunction with the additional two trips per day, the route will be modified to include a stop at the Shasta Builder's Exchange on Old Highway 44, in the inbound (toward Canby TC) direction only. The service is primarily used by flight training students at IASCO Flight Training. These students reside in apartments located near the route, and use the route to commute to flight school, and for shopping at Mt. Shasta Mall and Dana Drive/Old Alturas Road stores The Veterans Home on Knighton Road is also a new destination. There are timed connections at Canby TC to Routes 4, 11, and 14 on the hour (:00); additionally, Route 6 departs Canby TC 15 minutes after the hour (:15). Airport Express does not operate every hour as the local routes do, but the forthcoming increase in service provides additional opportunities to transfer between local routes and Airport Express. Airport Express also shares with Route 5 a stop at Shasta View Drive and Wilson Ave. In the inbound direction, Airport Express arrives at this stop at forty-five minutes past the hour (:45), and Route 5 arrives just before the hour, so a transfer is possible for someone whose destination is Hartnell Avenue or Bechelli Lane.

School Express provides express service to three college or vocational schools: Shasta College, Simpson University, and Redding School of the Arts. There is one morning, and one afternoon trip, Monday - Friday. The morning trip departs the Downtown TC at 7:30 am and proceeds along State Highway 44 to Shasta View Drive to Redding School of the Arts and Simpson University, then turns on Old Oregon Trail to reach the end of the route, Shasta College. The afternoon trip departs Redding School of the Arts at 2:20 pm on Mondays, and 3:20 pm Tuesday - Friday. The route then proceeds to Simpson University and Shasta College before returning on

6. Burney Express

Background

The County of Shasta's contract with RABA is to provide express service to the community of Burney. The service is for commuters and has limited stops; therefore it is not subject to the requirements for ADA Paratransit service. Burney Express operated Monday to Friday with two round-trips each day. Shasta County provides two ADA-compliant medium size buses for this service.

The Burney Express route is operated by RABA with the driver starting in Burney. The last run ends at Burney and the bus is parked overnight there. The schedule is shown in Figure 6- 1.

Burney Express Shuttle

Westbound Schedule			
Community	Place	Community	Place
Burney	Burney Market	6:00 AM	12:00 PM
Montgomery Creek	Library	6:25 AM	12:25 PM
Round Mountain	Round Mountain Store	6:35 AM	12:35 PM
Bella Vista	My T Fine Food	7:05 AM	1:05 PM
Shasta College	Main Bus Stop	7:15 AM	1:15 PM
Redding	Downtown Transit Center	7:25 AM	1:25 PM

Eastbound Schedule			
Redding	Downtown Transit Center	10:35 AM	5:45 PM
Shasta College	Main Bus Stop	10:45 AM	5:55 PM
Bella Vista	My T Fine Food	10:55 AM	6:05 PM
Round Mountain	Round Mountain Store	11:25 AM	6:35 PM
Montgomery Creek	Library	11:35 AM	6:45 PM
Burney	Burney Market	12:00 PM	7:10 PM

Figure 6- 1 Burney Express Shuttle Schedule

Figure 6- 2 on the next page shows the map and stops for the Burney Express

An email was received by RABA requesting that the driver layover in the afternoon so that a person can travel to Burney from Redding, conduct some business, and then travel back to Redding. This is not possible at this time.

Recommendation

With recent positive productivity and farebox recovery, a third round trip from Burney should be considered.

Figure 9-1 Fixed Route Service Supply By Route

Staff Modified Core Routes	Avg. Speed	Route Length	Frequency	Buses	Weekday Service Hours	Sat. Svc. Hours	Calculated Svc. Hours	Calculated Svc. Miles
1 - Modified	27	18.92	60	1	14	11	4,156	78,632
2 - Modified	16	12.04	60	1	13	10	3,848	46,330
3 - Minor Mods	16	12.4	60	1	13	10	3,720	46,128
4 - Modified	16	11.7	60	1	13	10	3,848	45,022
5 - Minor Mods	14	9.35	60	1	13	10	3,848	35,979
6 - Modified	19	16.65	60	1	13	10	3,848	64,069
7 - Modified	16	11.96	60	1	12	10	3,592	42,960
9 - Modified	25	18.94	60	1	7.33	5.33	2,154	40,790
11 - Modified	14	10.6	60	1	13	10	3,848	40,789
14 - Minor Mods	14	10.75	60	1	13	10	3,848	41,366
Airport Exp. -No Change	24	21	8 times	1	8	6	2,360	49,560
School Exp. -Modified	24	15.28	1	1	1	0	210	2,995
Ctwd Express	21	7.4	1	0	0.5	0	105	725
Total				12	133	102	39,385	535,344

Figure 9-2 shows the proposed supply of vehicle service hours between FY 2012/13 and FY 2018/19. The proposed new RABA service plan is recommended for implementation in January 2015. In FY 2015/16, the number of vehicle service hours is expected to drop from 59,643 in FY 2012/13 to 59,153 in FY 2015/16, a reduction of approximately 500 vehicle service hours. The 59,153 vehicle services provide the core RABA system including RABA fixed route, Demand Response, and the Burney Express.

After the new core system is implemented and evaluated, then optional services that are based on potential partnerships would be evaluated for implementation. A separate approval process would determine whether or not the Crosstown Express based on the potential partnership with Bethel and Work Training Tripper service based on the potential partnership with Shasta County Department of Social Services come to fruition. If both were determined to be feasible, then the vehicle service hours would be increased to 60,525 in FY 2016/17.

In FY 2017/18, it would be determined if a partnership with the Shasta Senior Nutrition Program (SSNP) could contractually provided ADA Paratransit services in Anderson and the City of Shasta Lake. If proven feasible, this would reduce RABA service supply by approximately 3,048 vehicle service hours, but would increase contract costs. These costs would need to be negotiated, and an estimate is provided in the contractor expense category later in this chapter.

Communication Actions

- Add information panels on when the bus stops to 25 new bus stops.
- Conduct travel training with Gatekeeper staff.

FY 2016/17

Service Plan Actions

- If partnership agreement is executed with Bethel, implement new Crosstown Express service, with service open and available to the general public.
- If partnership agreement successful with Shasta County Department of Social, implement new services.
- Evaluate service plan implementation. Consider route and schedule refinements.
- Consider plan and conduct public hearing on additional evening and morning run on Route 9.

Capital Plan Actions

- Procure new technology package to include:
  - AVL equipment on all buses and administrative tracking
  - Automatic Passenger Counter
  - Schedule adherence tracking
  - On-board stop annunciators
  - Video displays at three transfer centers
- Procurement of three cutaway buses for demand response service to replace existing fleet.
- Replacement of minor shop equipment.
- Update passenger guide based on refinements to adopted SRTP service plan.
- Purchase new heavy duty low floor 40 bus if approval is provided for implementation of two additional runs on Route 9.

Partnership Actions

- Evaluate existing partnership service levels and performance to make appropriate service level adjustments.
- Conduct joint promotional campaigns to increase ridership on existing services.

Communication Actions

- Add information panels at 25 new bus stops
- Conduct travel training with Gatekeeper Staff

REDDING AREA BUS AUTHORITY
Regular Meeting
City Council Chambers
777 Cypress Avenue
Redding, California 96001
June 16, 2014 - 5:15 p.m.

The Redding Area Bus Authority (RABA) meeting was called to order at 5:15 p.m. by Chair Melissa Hunt with the following Board Members present: Rick Bosetti, Gary Cadd, Lori Chapman-Sifers, David Kehoe, Patrick Jones, Missy McArthur, and Francie Sullivan.

Also present were Deputy City Manager Greg Clark, City Attorney Rick Duvernay, Public Works Director Brian Crane, Assistant Public Works Director Chuck Aukland, City Clerk Pamela Mize, and Executive Assistant Margery Stockwell. Mr. Crane introduced Sarah Grant as the newly hired Transportation Planner for the City.

CONSENT CALENDAR

The following matters were considered inclusively under the Consent Calendar and each staff report to RABA is incorporated herein by reference:

Approval of Minutes, as corrected – Regular Meeting of April 21, 2014
Board Member Hunt's comments regarding a new standing item on the RABA agenda were moved from prior to the Public Hearing vote to immediately after that vote.

Approval of Cash Report, Accounts Payable Register and Staff Authorized Expenditures for March 2014
(R-010-250-025)
It is recommended that the March 2014 Cash Report, including RABA investments totaling $4,280,696.46, and Accounts Payable Register No. 9, check numbers 112849 through 112859 inclusive in the amount of $180,606.14 be approved.

Approval of Cash Report, Accounts Payable Register and Staff Authorized Expenditures for April 2014
(R-010-250-025)
It is recommended that the April 2014 Cash Report, including RABA investments totaling $3,664,836.85 and Accounts Payable Register No. 10, check numbers 112860 through 112878 inclusive, in the amount of $706,014.36 be approved.

Monthly Performance Report and Ridership Trends for March 2014 - (System Report)
(R-010-800)
It is recommended that the System Report for March 2014 be accepted. Fixed Route ridership totaled 68,183, with a paid ridership of 66,279, showing an increase in fixed route ridership of seven percent over last month and a decrease of two percent from last year. Demand response ridership totaled 4,559, with a paid ridership of 4,331, showing a nine percent increase from the previous month and a nine percent decrease over last year. Burney Express Route ridership totaled 469.

Monthly Performance Report and Ridership Trends for April 2014 - (System Report)
(R-010-800)
It is recommended that the System Report for April 2014 be accepted. Fixed Route ridership totaled 71,884, with a paid ridership of 66,318, showing an increase in fixed route ridership of five percent over last month and a decrease of two percent from last year. Demand response ridership totaled 4,508, with a paid ridership of 4,296, showing a one percent decrease from the previous month and a nine percent decrease over last year. Burney Express Route ridership totaled 362.

"RABA Financial Performance Indicators" for the 2nd Quarter of Fiscal Year 2013-14
(R-010-090)
It is recommended that the Second Quarter Financial Performance Indicators for fiscal year 2013-14 be accepted. The combined farebox ratio for the second quarter is 17.83 percent, which is higher than the first quarter's combined farebox ratio of 16.47 percent and higher than the combined farebox ratio of 17.56 percent for the second quarter of 2012-13. The year-to-date combined farebox ratio is 17.14 percent, which is higher than the 15 percent currently required by the Shasta Regional Transportation Agency.

MOTION: Made by Board Member Sullivan, seconded by Board Member McArthur, that all the foregoing items on the Consent Calendar be accepted, acknowledged, adopted, approved and/or authorized as recommended, with approval of the minutes as corrected.
The Vote: Unanimous Ayes

PUBLIC HEARING – TO CONSIDER ADOPTION OF THE SHORT-RANGE TRANSIT PLAN (R-010/R-010-075)
Public Works Assistant Director Aukland provided an overhead presentation of the Report to Board of Directors of the Redding Area Bus Authority (staff report) dated June 5, 2014, incorporated herein by reference, and recommended that the RABA Board conduct a Public Hearing and, upon conclusion, consider adoption of the Short Range Transit Plan (SRTP).

The hour of 5:15 p.m. having arrived, Chair Hunt opened the public hearing to consider the adoption of the Short-Range.Transit Plan.

The Affidavits of Publication – Notice of Public Hearing are on file in the Office of the City Clerk.

City Clerk Mize advised that no protests were received at the City Clerk's Office.

Don Kirk advised he lives on Wilson Avenue off of Shasta View Drive and is not in favor of the change eliminating Shasta View Drive routes, stating that this would cause great inconvenience to riders in the neighborhood.

Patricia O'Brien stated that due to a disability she rides public transit instead of driving, and has heard many complaints from other riders about the changes to Route 5. She said that sometimes it is faster for her to walk home than it is to wait for a bus. She also would like to see bus transportation on Sundays and thought it might bring in additional revenue for RABA.

Terri Copeland stated that she lives off of Buckeye Terrace and is not in favor of the route changes to Route 5. She said she thinks RABA is doing a good job but is concerned about how the changes will affect riders with disabilities.

Chair Hunt determined that no one else present wished to address this matter and closed the public hearing.

In response to Board Member Sullivan's question about Sunday bus service, Mr. Aukland stated that providing Sunday service is a difficult proposition. He said that minimal concern was voiced in the survey responses to the question about Sunday service.

Board Member Jones voiced concern about meeting the farebox ratio, but opined that RABA was moving in the right direction with the proposed changes in the Short-Range Transit Plan.

Pending approval of the Short-Range Transit Plan, Mr. Aukland related that the optimistic plan for implementation of phased-in goals, modifications, and changes would begin January 2015.

Public Works Director Crane indicated that approval of the Short-Range Transit Plan must be by majority vote of all participating agencies, as stated in the "Amended and Restated Joint Exercise of Powers Agreement for the Operation of the Redding Area Bus Authority" due to the consideration of route changes within jurisdictional areas of each participating agency.

A MOTION WAS MADE by Board Member Kehoe, seconded by Board Member McArthur, adopting the Short-Range Transit Plan, and directing staff to take the necessary steps to systematically implement the proposed route modifications and improvements outlined in the Plan.
The Vote:

AYES:	Board Members: Bosetti, Cadd, Chapman-Sifers, Jones, Kehoe, McArthur, Sullivan, and Hunt
NOES:	Board Members: None
ABSTAIN:	Board Members: None
ABSENT:	Board Members: None

RESOLUTION—APPROVING THE BUDGET FOR FISCAL YEAR 2014-15, AND A 7-YEAR FINANCIAL PLAN
(R-010-090)
Public Works Assistant Director Aukland provided an overhead presentation of the Report to Board of Directors of the Redding Area Bus Authority (staff report) dated June 4, 2014, incorporated herein by reference, regarding the "Fiscal Year 2014-15 Proposed Budget and 7-Year Financial Plan Update," and recommended that the Board adopt the resolution approving the RABA budget for Fiscal Year 2014-15 and a 7-Year Financial Plan.

Mr. Aukland indicated that slide 11, entitled *Moving Forward,* needed a correction to show an increased ridership/revenue trend that is up 3 percent year-to-date, not 9 percent as shown on the slide.

MOTION: Made by Board Member Sullivan, seconded by Board Member Kehoe, to adopt **Resolution No. RABA 2014-01**, a resolution of the Redding Area Bus Authority, approving the Redding Area Bus Authority's budget for Fiscal Year 2014-15 and a 7-Year Financial Plan.
The Vote:

AYES:	Board Members: Bosetti, Cadd, Chapman-Sifers, Jones, Kehoe, McArthur, Sullivan, and Hunt
NOES:	Board Members: None
ABSTAIN:	Board Members: None
ABSENT:	Board Members: None

Resolution No. RABA 2014-01 is on file in the Office of the City Clerk.

SUGGESTIONS FROM BOARD MEMBERS RELATIVE TO POTENTIAL TOPICS FOR FUTURE BOARD MEETINGS
(R-010)
Board Member Hunt asked Board Members to consider the addition of a standing agenda item for Board Members to bring up topics to potentially consider at a future Board meeting.

Board Members Cadd and Chapman-Sifers indicated that they were in favor of such a request, whereas Board Members Sullivan and Kehoe did not see a value in adding such an item.

General Counsel Duvernay advised that approval of the motion is determined by a simple majority vote.

MOTION: Made by Board Member Chapman-Sifers, seconded by Board Member Cadd, approving the addition of a standing agenda item for Board Members to bring up topics to potentially consider at a future Board meeting.
The Vote:

AYES:	Board Members: Cadd, Chapman-Sifers, Jones, McArthur, and Hunt
NOES:	Board Members: Bosetti, Kehoe, and Sullivan
ABSTAIN:	Board Members: None
ABSENT:	Board Members: None

ADJOURNMENT
There being no further business at the hour of 6:10 p.m., Chair Hunt declared the meeting adjourned.

APPROVED:

Chair Hunt

ATTEST:

Pamela Mize, City Clerk and
Secretary to the Redding Area Bus Authority

06/16/2014