

STAFF REPORT



MEETING DATE:	April 28, 2015
SUBJECT:	Adopt FY 2015/16 Overall Work Program (OWP)
AGENDA ITEM:	14
STAFF CONTACT:	Daniel Wayne, Senior Transportation Planner

SUMMARY:

The Fiscal Year (FY) 2015/16 Overall Work Program (OWP) has been prepared in consultation with federal, state, and local agency partners. Adoption by the SRTA Board of Directors and certification of compliance with applicable laws and regulations are necessary to receive federal and state transportation planning funds.

STAFF RECOMMENDATION:

It is recommended that the board of directors:

1. Adopt the FY 2015/16 OWP pursuant to Resolution 15-03 (attached);
2. Authorize the chair and executive director to sign the Indirect Cost Allocation Plan Submission Certification (attached); and
3. Authorize the executive director to sign the Overall Work Program Agreement (OWPA) and certifications and assurances that all OWP requirements have been met.

DISCUSSION:

The OWP is the agency's fiscal year budget and program of work activities. The content of the FY 2015/16 OWP and allocation of funds addresses: 1) core metropolitan planning organization responsibilities; 2) Federal Planning Factors and California Planning Emphasis Areas; and 3) SRTA Board of Directors feedback on the draft OWP that was presented in February.

Significant changes to the draft FY 2015/16 OWP as presented in February are as follows:

- Work Element 703.01 (Active Transportation Planning) – A Caltrans planning grant was not selected for funding as anticipated. Revenue in the amount of \$225,000 and the Regional Active Transportation Plan have been removed from the FY 2015/16 OWP. The agency will be seeking grant funds through the Active Transportation Grant Program to accomplish this need. If successful, the project would be reinstated.
- Work Element 706.06 (Public Transportation Development) – This is a new work element for the: 1) administration of Low-Carbon Transit Operations Program funds and 2) pursuit of other public transportation grant opportunities.
- Indirect Cost Allocation Plan – Building occupancy reduced by \$13,000 to \$66,000 to reflect cost of ownership.
- FY 2015/16 OWP financial summary – The following tables were added: 'Planning and Administration Funds by Jurisdiction' and 'Capital Infrastructure and Transit Agency Operations'

ALTERNATIVES:

The board of directors may approve the FY 2015/16 OWP with modifications. Major changes could require additional consultation with state and federal partners and delay state and federal reimbursements.

OTHER AGENCY INVOLVEMENT:

The FY 2015/16 OWP has been reviewed by Caltrans, the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and the agency's Technical Advisory Committee (TAC). Feedback received has been incorporated into the final FY 2015/16 OWP.

FINANCING:

Note to TAC: Final FY 2015/16 OWP and financial figures to be provided at TAC.

Daniel S. Little, AICP, Executive Director

Attachments: Resolution Number 15-03: Adoption of the FY 2015/16 Overall Work Program
 Indirect Cost Allocation Plan *(to be provided at TAC)*
 FY 2015/16 Financial Overview Charts *(to be provided at TAC)*
 FY 2015/16 Overall Work Program *(web link and document to be provided at TAC)*

RESOLUTION



RESOLUTION NUMBER:	15-03
SUBJECT:	Adoption of the Fiscal Year 2015/16 Overall Work Program

WHEREAS, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), as a condition to the allocation of federal transportation planning funds, require each Metropolitan Planning Organization (MPO) to annually develop a comprehensive Overall Work Program (OWP) as a planning, programming, and budgeting tool for the coming fiscal year; and

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

WHEREAS, SRTA developed a fiscal year 2015/16 OWP with well-defined work elements that has been reviewed by both state and federal funding agencies; and

WHEREAS, said OWP has been found to conform to all state and federal planning requirements and to reflect the priorities, scope of work, and level of effort required for regional transportation planning.

NOW, THEREFORE, BE IT RESOLVED that the SRTA Board of Directors:

1. Approves and adopts the fiscal year 2015/16 OWP;
2. Authorizes the executive director to make minor administrative changes and corrections as needed in response to further comments provided by approving agencies.
3. Authorizes the executive director to sign annual certifications and assurances that all funding program requirements have been met; and
4. Authorizes the chair to sign the 2015 Indirect Cost Allocation Plan/Indirect Cost Rate Proposal (ICAP/ICRP) Submission Certification

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

Missy McArthur, Chair
Shasta Regional Transportation Agency