

DEPARTMENT OF TRANSPORTATION  
OFFICE OF COMMUNITY PLANNING  
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Be energy efficient!*

April 3, 2018

Dan Little, Executive Director  
Shasta Regional Transportation Agency  
1255 East Street, Suite 202  
Redding, CA 96001

Dear Mr. Little:

Thank you for the opportunity to review the Shasta Regional Transportation Agency's (SRTA's) Draft Overall Work Program (OWP). Based on our review, Caltrans offers the following comments, suggestions, and questions for your consideration in the attachment.

If you have any questions or comments regarding this matter, please contact your Regional Planning Liaison, Aaron Casas at (530) 225-4732.

Sincerely,

A handwritten signature in blue ink that reads "Kathy Grah".

KATHY GRAH, Chief  
Community and Regional Planning, District 2

Enclosure

**General Comments:**

For FY 2017/18, SRTA had \$1,082,625.79 in PL carryover funds. Currently SRTA has expended \$644,566.96. If SRTA is expecting to carryover more than 100% of their annual PL allocations for FY 2018-19, a Carryover Reduction Plan must be included per the FY 2017/18 Sustainable Transportation Planning Grant Award Letter dated April 21, 2017

Page 34, the chart on the bottom Titled "Estimated Cost by Funding Source" contain the word "though" instead of "through".

Please ensure that the OWP indirect cost estimates are amended once SRTA receives their approved ICAP rate.

Please ensure all Work Elements are updated to reflect the proper breakdown of FWHA PL dollars (88.53%) and the accompanying Toll Credit dollars (11.47%). These two numbers should reflect the total expenditure (PL) for a given Work Element.

Budget Summary FY 18-19: WE 706.02 please revise the toll credit number to reflect the total amount of FTA 5303 and 5303 carry over funds. Currently reflected is \$8,006 of toll credit for the WE but for the FTA 5303 and 5303 carryover there needs to be a total of \$9,188.

Budget Summary FY 18-19: WE 706 total line item. Please increase toll credits in the toll credit line item to \$10,355 to accommodate for the increase in WE 706.02.

**Specific Work Element Comments:**

**Work Element (WE) 706.02:** Please make toll credit revisions, as described above, to match the budget summary for FY 18-19.

**Work Element (WE) 901.02:** The titles in the chart for Staff Allocations and Funding Requirements currently has FY 2017-18 and FY 2018-19. This appears to be a mistake as the other tables in the other WE's have FY 2018-19 and FY 2019-20. If this WE is funding the oversight, monitoring, budgeting, and staff time for all fund sources, the tasks must be a shared cost with another fund source, or tasks such as 2.1 and 3.1 should be included in SRTA's indirect cost pool.