

# STAFF REPORT



|                       |                                              |
|-----------------------|----------------------------------------------|
| <b>MEETING DATE:</b>  | <b>October 20, 2020</b>                      |
| <b>SUBJECT:</b>       | <b>Correspondence</b>                        |
| <b>AGENDA ITEM:</b>   | <b>5-5</b>                                   |
| <b>STAFF CONTACT:</b> | <b>Amy Lindsey, Administrative Associate</b> |

Attached and summarized below is correspondence determined to be of interest to the board of directors.

## INCOMING CORRESPONDENCE

| Date    | From                                                                                                                                      | Subject                                                                                                                                                                                                                    |
|---------|-------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6/3/20  | Tashia J. Clemons, Planning and Environment, Federal Highway Administration, Director                                                     | Amendment No. 10 to the Shasta Regional Transportation Agency Federal Transportation Improvement Program FFY 2018-19 to FFY 2021-22.                                                                                       |
| 7/1/20  | Wendy King, Transit Grants and Contracts, Division of Rail and Mass Transportation, California Department of Transportation, Office Chief | Letter of award for FY 19-20 Low Carbon Transit Operations Program (LCTOP) funds.                                                                                                                                          |
| 8/18/20 | Kathy Grah, Office of Community and Regional Planning, Department of Transportation, Chief                                                | Letter of approval for SRTA's FY 2020/21 Overall Work Program (OWP) Administrative Amendment #1.                                                                                                                           |
| 8/25/20 | Frances J. Kuo, CAP, CGMA, The Pun Group, LLP, Engagement Partner                                                                         | Letter of intent to provide auditing services for the fiscal year ending June 30, 2020.                                                                                                                                    |
| 9/2/20  | Dave Moore, Office of the District 2 Director, Department of Transportation, District 2 Manager                                           | Letter of intent to submit an application for the fifth cycle of the Active Transportation Program (ATP) for a bicycle and pedestrian improvement project adjacent to SR 299 within the city of Redding and Shasta County. |
| 9/9/20  | Cayman Morgan, Rural Transit & Intercity Bus Branch, Division of Rail and Mass Transportation                                             | Status email for CARES Act Phase 2 Applications.                                                                                                                                                                           |
| 9/23/20 | Scott Kingsbury, Division of Rail and Mass Transportation (MS 39), California Department of Transportation                                | Status email for CalSMART SGR Project Submittal.                                                                                                                                                                           |

## OUTGOING CORRESPONDENCE

| Date             | To                                                                    | Subject                                                                                                                                                                                                                                                     |
|------------------|-----------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9/8 and 9/9/2020 | Mitch Weiss, California Transportation Commission, Executive Director | Letters of Recommendation for: <ul style="list-style-type: none"><li>• Cycle 5 ATP funding for the city of Redding's California Street Project</li><li>• Cycle 5 ATP funding for the city of Redding's Victor Avenue &amp; Cypress Avenue Project</li></ul> |

|          |                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|----------|-------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|          |                                                       | <ul style="list-style-type: none"><li>• Cycle 5 ATP funding for the city of Shasta Lake's Ashby-to-Downtown Project</li><li>• Cycle 5 ATP funding for the city of Redding's Turtle Bay to Downtown Project</li><li>• Cycle 5 ATP funding for the Cottonwood Lasso Loop</li><li>• Cycle 5 ATP funding for the West Cottonwood School Connector Project</li><li>• Cycle 5 ATP funding for the Cottonwood Active Transportation Trunk Line Express (CATTLE) Network</li></ul> |
| 10/12/20 | Chuck Aukland, City of Redding, Public Works Director | Letter of support for city of Redding's HSIP application for Systemic Intersection Safety Lighting                                                                                                                                                                                                                                                                                                                                                                         |
| 10/12/20 | Chuck Aukland, City of Redding, Public Works Director | Letter of support for city of Redding's HSIP application for Systemic Protected Left Turn Project                                                                                                                                                                                                                                                                                                                                                                          |



**Daniel S. Little, AICP, Executive Director**

Attachment: SRTA Correspondence Letters



U.S. Department  
of Transportation  
**Federal Highway  
Administration**

**California Division**

June 3, 2020

650 Capitol Mall, Suite 4-100  
Sacramento, CA 95814  
(916) 498-5001  
(916) 498-5008 (FAX)

In Reply, Refer To:  
HDA-CA

Mr. Bruce de Terra, Division Chief  
Transportation Programming Federal Resources Office, M.S. 82  
California Department of Transportation  
1120 N Street  
Sacramento, CA 95814

SUBJECT: Amendment No. 10 to the Shasta Regional Transportation Agency Federal  
Transportation Improvement Program FFY 2018-19 to FFY 2021-22

Dear Mr. de Terra:

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have completed our reviews of Amendment No. 10 to the Shasta Regional Transportation Agency (SRTA) Federal Transportation Improvement Program portion of the 2019 California Federal Statewide Transportation Improvement Program (FSTIP), which was submitted by your letter dated May 22, 2020. As detailed in your letter enclosed, this amendment requests to add or modify projects funded from the State Transportation Improvement Program, Highway Bridge Program, and various Federal Transit Administration Programs.

We have determined the project listings from this amendment do not require a conformity determination prior to FSTIP programming because they are either exempt and/or located in an area of California designated as attainment or unclassified for Federal Air Quality Standards. Your letter enclosed correctly notes that the updated programming is for projects in air quality attainment area that is exempt from the conformity determination requirement and therefore do not need to meet project level conformity to be included in the FSTIP; however, as indicated projects must comply with project level conformity requirements when a Federal action, such as a National Environmental Policy Act (NEPA) decision, is taken on a project. Acceptance of this FSTIP amendment has been coordinated with Region 9 of the Environmental Protection Agency (EPA) in accordance with the procedures outlined in the National Memorandum of Understanding (MOU) between the Department of Transportation (DOT) and EPA on Transportation Conformity, dated April 25, 2000.

Pursuant to the February 14, 2018 Memorandum of Agreement (MOA) between the FHWA – California Division and FTA – Region 9, and based on our review of information submitted that includes revenues and proposed project funding information to demonstrate financial constraint, we accept this FSTIP amendment in accordance with 23 Code of Federal Regulations (CFR) Part 450 and 49 CFR Part 613 (see the Final Rule on Statewide and Metropolitan Transportation Planning

published in the May 27, 2016 Federal Register). We have determined the amended SRTA portion of the 2019 California FSTIP, including Amendment No. 10, was developed through a continuing, cooperative, and comprehensive transportation planning process in accordance with the metropolitan transportation planning provisions of 23 United States Code (U.S.C.) § 134 and 49 U.S.C. Chapter 53 as amended by Public Law 114-94 (the Fixing America's Surface Transportation (FAST) Act).

Our approval is given with the understanding that an eligibility determination of individual projects for funding must be met, and the applicant must ensure satisfaction of all administrative and statutory requirements. If you have questions or would like additional information regarding our approval of Amendment No. 10 to the SRTA portion of the FSTIP, feel free to contact Antonio Johnson of the FHWA California Division at (916) 498-5889, or by email at [antonio.johnson@dot.gov](mailto:antonio.johnson@dot.gov); or Jerome Wiggins of the FTA's Region 9 Office at (415) 734-9475 or by email at [Jerome.wiggins@dot.gov](mailto:Jerome.wiggins@dot.gov).

Sincerely,

*/s/ Raymond Tellis*

Raymond Tellis  
Regional Administrator  
Federal Transit Administration

TASHIA J  
CLEMONS

Digitally signed by  
TASHIA J CLEMONS  
Date: 2020.06.04  
08:52:47 -07'00'

Tashia J. Clemons  
Director, Planning and Environment  
Federal Highway Administration

**DEPARTMENT OF TRANSPORTATION**

OFFICE OF RAIL AND MASS TRANSPORTATION

P.O. BOX 942874, MS-74

SACRAMENTO, CA 94274-0001

PHONE (916) 654-8811

FAX (916) 6543-4565

TTY 711

www.dot.ca.gov

Making Conservation  
a California Way of Life.

July 1, 2020

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

Dear Daniel:

Congratulations! Your FY19-20 Low Carbon Transit Operations Program (LCTOP) project meets the guidelines of the program and has been authorized for funding. The California Department of Transportation (Caltrans), in coordination with the California Air Resources Board, reviewed the project(s) listed below and have determined they meet the requirements for funding. The funding will be allocated directly to you, the lead agency, by the State Controller's Office.

|               |                                                                     |           |
|---------------|---------------------------------------------------------------------|-----------|
| 19-20-D02-009 | ShastaConnect Sunday On-Demand Transit<br>Service Expansion Project | \$135,848 |
| 19-20-D02-010 | ShastaConnect CTSA Rider Eligibility Expansion<br>Project           | \$191,144 |

Please use the project ID number listed above on all future correspondence with Caltrans LCTOP including all semi-annual reports, corrective action plans and final reports. A list of awarded FY 19-20 projects will be posted on the LCTOP website (<http://www.dot.ca.gov/drmf/splctop.html>) along with project summaries. Should you have any questions, please feel free to contact LCTOP Branch Chief Amar Cid, by phone at 916-651-6114 or by email at [LCTOPcomments@dot.ca.gov](mailto:LCTOPcomments@dot.ca.gov).

Sincerely,

Wendy King  
Office Chief  
Transit Grants and Contracts  
Division of Rail and Mass Transportation  
California Department of Transportation



"Provide a safe, sustainable, integrated and efficient transportation system  
to enhance California's economy and livability"



**DEPARTMENT OF TRANSPORTATION**

1657 RIVERSIDE DRIVE  
REDDING, CA 96001  
PHONE (530)  
FAX (530)  
TTY 711  
[www.dot.ca.gov/dist2/](http://www.dot.ca.gov/dist2/)



*Making Conservation  
a California Way of Life.*

August 18, 2020

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

Dear Mr. Little:

Caltrans District 2 is pleased to advise you of its approval of the Shasta Regional Transportation Agency's (SRTA) FY 2020/2021 Overall Work Program (OWP) Administrative Amendment #1.

We look forward to working with SRTA and continuing the great working relationship between your agency and Caltrans. This approval will ensure that SRTA has their OWP finalized and in place so we can properly reimburse SRTA for all planning work associated with the OWP and its Work Elements.

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

Sincerely,

A handwritten signature in blue ink, appearing to read "Kathy Grah".

KATHY GRAH  
CHIEF, Office of Community and Regional Planning

c: Aaron Casas, Associate Transportation Planner, Caltrans District 2  
Tom Balkow, District Deputy Director Planning and Local Assistance  
Brenda Caruso, Associate Transportation planner, Office of Regional Planning  
Jackie Karhs, Branch Chief, Office of Regional Planning



August 25, 2020

To the Board of Directors and Management  
of the Shasta Regional Transportation Agency  
1255 East Street, Suite 202  
Redding, CA 96001

We are engaged to audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Shasta Regional Transportation Agency ("SRTA") for the year ending June 30, 2020. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

**Our Responsibility under U.S. Generally Accepted Auditing Standards, Government Auditing Standards, and Title 2 U.S. Code of Federal Regulation Part 200, Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards (the "Uniform Guidance")**

As stated in our engagement letter dated August 25, 2020, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we will consider SRTA's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We will also consider internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Uniform Guidance.

As part of obtaining reasonable assurance about whether SRTA's financial statements are free of material misstatement, we will perform tests of its compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit. Also, in accordance with the Uniform Guidance, we will examine, on a test basis, evidence about SRTA's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget ("OMB") Compliance Supplement applicable to each of its major federal programs for the purpose of expressing an opinion on SRTA's compliance with those requirements. While our audit will provide a reasonable basis for our opinion, it will not provide a legal determination on SRTA's compliance with those requirements.

Generally accepted accounting principles provide for certain Required Supplementary Information ("RSI") to supplement the basic financial statements. Our responsibility with respect to the Management's Discussion & Analysis ("MD&A"), the Budgetary Comparison Schedules, the Schedule of Proportionate Share of the Net Pension Liability and Related Ratios, the Schedule of Contributions – Pensions, the Schedule of the Net Other Postemployment Benefits Liability and Related Ratios, and the Schedule of Contributions – Other Postemployment Benefits, which supplement the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we do not express an opinion or provide any assurance on the RSI.

To the Board of Directors and Management  
of the Shasta Regional Transportation Agency  
Redding, California  
Page 2

We have been engaged to report on the Schedules of Allocations and Disbursements – Local Transportation Fund and State Transit Assistance Fund, the Schedule of Cost Allocation Plan Reconciliation and Indirect Cost Rate Carryover, the Schedule of Cost Allocation Plan Reconciliation and Indirect Cost Allocation Carryover, and the Schedule of Expenditures of Federal Awards, which accompany the financial statements but are not RSI. Our responsibility for this supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

**Planned Scope, Timing of the Audit, and Other**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We expect to begin our audit on approximately January 4, 2021 and issue our report on approximately March 31, 2021. Frances J. Kuo is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of Board of Directors and Management of SRTA and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in black ink that reads "The Ren Group, LLP". The signature is written in a cursive, flowing style.

Santa Ana, California

**DEPARTMENT OF TRANSPORTATION**

OFFICE OF THE DISTRICT 2 DIRECTOR

1657 RIVERSIDE DRIVE

REDDING, CA 96001

PHONE (530) 225-3477

FAX (530) 225-2459

TTY 711

www.dot.ca.gov

*Making Conservation  
a California Way of Life.*

September 2, 2020

Mr. Daniel S. Little  
Executive Director  
Shasta Regional Transportation Agency  
1255 East Street, Suite 202  
Redding, CA 96001

Dear Executive Director of SRTA,

The Shasta Regional Transportation Agency (SRTA) intends to submit an application for the fifth cycle of the Active Transportation Program (ATP) for a bicycle and pedestrian improvement project adjacent to SR 299 within the city of Redding and Shasta County. The project focuses on closing gaps between destination points such as a shopping center, restaurants and living areas, and Shasta College, Simpson University and Bethel Church by creating a new Class 1 facility in portions of the project limits on a local street, under and adjacent to SR 299.

Caltrans will be constructing a roadway pavement project in this area on SR 299 in approximately the same time frame. Caltrans and District 2 support the planning, scoping, and implementation of active transportation projects and intends to enter into a cooperative agreement with SRTA for project development through construction to install these improvements on the local facility if ATP funds can be secured by SRTA.

Caltrans intends to implement and administer the project from design and environmental, through all phases of project development and construction. Once completed the project will be maintained and operated by the City of Redding.

Sincerely,

*Dave Moore*

DAVE MOORE  
District 2 Director

**ORIGINAL COPY**

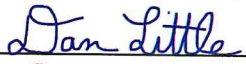
## Part C: Attachments

### Attachment A: Signature Page

**IMPORTANT:** Applications will not be accepted without all required signatures.

**Implementing Agency:** Chief Executive Officer, Public Works Director, or other officer authorized by the governing board.

The undersigned affirms that their agency will be the "Implementing Agency" for the project if funded with ATP funds and they are the Chief Executive Officer, Public Works Director or other officer **authorized by their governing board with the authority to commit the agency's resources and funds**. They are also affirming that the statements contained in this application package are true and complete to the best of their knowledge. For infrastructure projects, the undersigned affirms that they are the manager of the public right-of-way facilities (responsible for their maintenance and operation) or they have authority over this position.

Signature:  Date: 9-8-2020  
Name: Dan Little Phone: 530.262.2153  
Title: Exec. Director e-mail: dlittle@scta.ca.gov

**For projects with a Partnering Agency:** Chief Executive Officer or other officer authorized by the governing board. *(For use only when appropriate)*

The undersigned affirms that their agency is committed to partner with the "Implementing Agency" and agrees to assume the responsibility for the ongoing operations and maintenance of the facility upon completion by the implementing agency and they intend to document such agreement per the CTC guidelines. The undersigned also affirms that they are the Chief Executive Officer or other officer authorized by their governing board with the authority to commit the agency's resources and funds. They are also affirming that the statements contained in this application package are true and complete to the best of their knowledge.

Signature:  Date: 9/8/2020  
Name: DAVE MOORE Phone: 530-225-3477  
Title: CALTRANS DISTRICT 2 DIRECTOR e-mail: DAVE.MOORE@DOT.CA.GOV

**From:** [Morgan, Cayman@DOT](mailto:Morgan.Cayman@DOT)

**Sent:** Wednesday, September 9, 2020 2:03 PM

**Subject:** CARES Act Phase 2 Applications (9/9)

**Importance:** High

Hello Everyone,

Hope you and all your families are doing well and are safe during these fires and the pandemic. I have gone through each CARES Act Phase 2 Application and have emailed each agency individually about the status of your application and corrections needed if any. In the meantime while waiting for corrections to come in, we will be marking each of your applications as complete on a **conditional basis**. This is so that DRMT can get the CARES Phase 2 grant submitted to TrAMs before they close on September 25, 2020 at 8:00 pm (eastern time).

Your application will be marked complete either today or tomorrow with this message:

*"Your application was approved on a conditional basis. The project can still be declined if it does not fit program guidelines or doesn't meet FTA compliance. If you have any outstanding FTA compliance issues, a Standard Agreement will not be executed until compliance is met".*

If you have received an email from me stating that your application is good to go then the above message does not apply to you. Also, for CARES Phase 2 for 5311(f) agencies more info will follow shortly. To my knowledge it will follow a similar process as Phase 1.

*Let me know if you have any questions or concerns,*

**Cayman Morgan**

Rural Transit & Intercity Bus Branch

Division of Rail and Mass Transportation

(916) 654-8347

[cayman.morgan@dot.ca.gov](mailto:cayman.morgan@dot.ca.gov)

**From:** Morgan, Cayman@DOT

**Sent:** Thursday, August 13, 2020 1:44 PM

**Subject:** Update Email (8/13)

Hello Everyone,

I have received everyone's CARES Act Phase 2 Applications; Thank you everyone for getting them in on time! For 5311(f) Operators there will be a CARES Act Phase 2; But the method of distribution of those funds are still in discussion. But I will let you know when that comes to fruition.

In the coming days/weeks I will be reviewing your submitted application and if anything needs attention I will be in contact.

*Thank you all and have a great weekend!*

**Cayman Morgan**

*Rural Transit & Intercity Bus Branch*

Division of Rail and Mass Transportation

(916) 654-8347

[cayman.morgan@dot.ca.gov](mailto:cayman.morgan@dot.ca.gov)

**From:** [Kingsbury, Scott@DOT](mailto:Kingsbury, Scott@DOT)

**Sent:** Wednesday, September 23, 2020 4:30 PM

**To:** [Sean Tiedgen](#); [Estrada, Melissa](#)

**Cc:** [Kathy Urlie](#)

**Subject:** RE: CalSMART SGR Project Submittal Returned for Corrections

Please note, the FY 20/21 Project List Submittals for SRTA and RABA have been reviewed and approved in CalSMART.

Thank you again for everyone's time and attention (help and patience 😊) regarding this matter.

As always, please feel free to contact me if there ever should be any questions or if additional information is needed.

Sincerely,  
Scott

Scott Kingsbury  
Division of Rail and Mass Transportation (MS 39)  
California Department of Transportation  
(916) 657-4373





1255 East Street, Suite 202 • Redding, CA 96001 • (530) 262-6190 • Fax: (530) 262-6189

E-mail: [srta@srta.ca.gov](mailto:srta@srta.ca.gov) • Website: [www.srta.ca.gov](http://www.srta.ca.gov)

---

Daniel S. Little, Executive Director

September 8, 2020

Mr. Mitch Weiss, Executive Director  
California Transportation Commission  
1120 N Street, MS-52  
Sacramento, CA 95814

**Subject: Recommend Cycle 5 ATP Funding for the City of Redding's California Street Project**

Dear <sup>Mitch</sup>Mr. Weiss:

On behalf of the Shasta Regional Transportation Agency (SRTA), thank you for your careful consideration of the California Street Project for funding under Cycle 5 of the Active Transportation Program (ATP) grant program. As the designated metropolitan planning organization (MPO) for the Shasta Region, we have worked closely with the city of Redding to develop a project that meets local needs and fits the priorities of the program. This project leverages \$1.147M from the AHSC Program.

If selected for funding, the California Street project will complete a high-priority connection between Downtown Redding and the region's beloved and well-traveled Sacramento River Trail. It will be the region's first Class IV Cycletrack and no small feat given its location on a state highway facility in a busy urban center. The project will directly serve several other complementary developments, including two AHSC-funded mixed-use affordable housing projects and the region's first bike depot.

The California Street Project is one of three coordinated projects that will result in an active transportation loop connecting Downtown Redding to the Sacramento River Trails at the Diestelhorst non-motorized bridge and iconic Sundial Bridge. Once connected, these facilities will provide residents with access to job centers, educational facilities, community services, parks, shopping centers, and other key destinations that are essential to reducing automobile dependency.

The project fulfills a longtime need and was designed in collaboration with residents, businesses, and downtown stakeholders. Every effort was made to design a high-quality facility suitable for users of all ages and abilities. Without the California Street Project and others like it, the region cannot meet goals found in the Regional Transportation Plan and Sustainable Communities Strategy for mode shift and reduced greenhouse gas emissions.

A handwritten signature in blue ink that reads "Dan Little".

---

Daniel S. Little, AICP, Executive Director  
Shasta Regional Transportation Agency (MPO)



1255 East Street, Suite 202 • Redding, CA 96001 • (530) 262-6190 • Fax: (530) 262-6189  
E-mail: [srta@srta.ca.gov](mailto:srta@srta.ca.gov) • Website: [www.srta.ca.gov](http://www.srta.ca.gov)

---

Daniel S. Little, Executive Director

September 8, 2020

Mr. Mitch Weiss, Executive Director  
California Transportation Commission  
1120 N Street, MS-52  
Sacramento, CA 95814

**Subject: Recommend Cycle 5 ATP Funding for the City of Redding's Victor Ave & Cypress Ave Project**

Dear <sup>Mitch</sup>Mr. Weiss:

On behalf of the Shasta Regional Transportation Agency (SRTA), thank you for your careful consideration of the city of Redding's Victor Avenue & Cypress Avenue Project for funding under Cycle 5 of the Active Transportation Program (ATP) grant program. As the designated metropolitan planning organization (MPO) for the Shasta Region, we have worked closely with the city of Redding to develop a project that meets local needs and fits the priorities of the program. SRTA has committed \$1,042,000 from its regional non-motorized program toward the project cost.

Victor Avenue and Cypress Avenue are intersecting arterial streets with little to no pedestrian and bicycle accommodations. Sidewalks, bike lanes, and even roadway shoulders are missing in many areas. Auto-centric intersections are intimidating and stressful for pedestrians and cyclists. As documented in the recently adopted Redding Active Transportation Plan and GoShasta Regional Active Transportation Plan, these corridors are essential for connecting residents to community services, retail shopping, jobs, parks, schools, and other popular destinations. For most users – but especially the elderly, children, and individuals with disability – these destinations are difficult if not impossible to access under existing conditions. During local and regional planning processes, local residents, active transportation stakeholders, and school officials identified Victor Avenue and Cypress Avenue as both essential connections and significant barriers to walking and bicycling.

The proposed project will construct shared use paths, sidewalks, bike lanes, and redesign intersections to overcome mobility barriers and safety concerns affecting individuals in the surrounding underserved neighborhoods. For the first time, disadvantaged residents will have comfortable access to nearby commercial centers, park space, and schools. At the city level, the proposed project is critical for the shift to a complete multi-modal network and reversing negative health and safety trends by providing safe right-of-way to active transportation users. Improvements to Victor Avenue will also help realize the regional active transportation trunk line network of high-quality facilities, as described in the GoShasta Regional Active Transportation Plan. And to further maximize the project's impact, the scope of work also includes public education and encouragement, including targeted outreach to schools and disadvantaged communities.

Sincerely,

A handwritten signature in blue ink that reads "Dan Little".

---

Daniel S. Little, AICP, Executive Director  
Shasta Regional Transportation Agency (MPO)



1255 East Street, Suite 202 • Redding, CA 96001 • (530) 262-6190 • Fax: (530) 262-6189  
E-mail: [srta@srta.ca.gov](mailto:srta@srta.ca.gov) • Website: [www.srta.ca.gov](http://www.srta.ca.gov)

---

Daniel S. Little, Executive Director

September 8, 2020

Mr. Mitch Weiss, Executive Director  
California Transportation Commission  
1120 N Street, MS-52  
Sacramento, CA 95814

**Subject: Recommend Cycle 5 ATP Funding for the City of Shasta Lake's Ashby-to-Downtown Project**

Dear <sup>Mitch</sup>Mr. Weiss:

On behalf of the Shasta Regional Transportation Agency (SRTA), thank you for your careful consideration of the 'Ashby-to-Downtown Project' for funding under Cycle 5 of the Active Transportation Program (ATP) grant program. As the designated metropolitan planning organization (MPO) for the Shasta Region, we have worked closely with the city of Shasta Lake to develop a project that meets local needs and fits the priorities of the Active Transportation Program. Coordination began with a jointly developed and adopted active transportation planning plan. Implementing this ambitious plan in a small city with limited staff and resources is a challenge. SRTA therefore provided staff and consultant technical support in the amount of \$167,432 to assist with preliminary design. This level of support was made possible through a Caltrans Sustainable Transportation Planning Grant.

The region needs ambitious and transformational projects like the Ashby-to-Downtown Project to implement the GoShasta Regional ATP as well as to realize goals for mode shift and greenhouse gas emissions, as found in the 2018 Regional Transportation Plan and Sustainable Communities Strategy. The Ashby-to-Downtown Project is key to this effort because it sets a new high standard for future projects to build upon. In addition to providing much-needed safety improvements around local schools, the proposed project includes the city's first Class I multi-use trail – a first for the city and a critical segment in the region's emerging network of high-quality active transportation trunk line facilities.

To maximize the project's impact, the scope of work also includes a partnership with the County Health and Human Services Agency to provide safety training and encouragement to students attending schools served by the project.

Sincerely,

A handwritten signature in blue ink that reads "Dan Little". The signature is fluid and cursive, with a horizontal line underneath it.

Daniel S. Little, AICP, Executive Director  
Shasta Regional Transportation Agency (MPO)



1255 East Street, Suite 202 • Redding, CA 96001 • (530) 262-6190 • Fax: (530) 262-6189  
E-mail: [srta@srta.ca.gov](mailto:srta@srta.ca.gov) • Website: [www.srta.ca.gov](http://www.srta.ca.gov)

Daniel S. Little, Executive Director

---

September 8, 2020

Mr. Mitch Weiss, Executive Director  
California Transportation Commission  
1120 N Street, MS-52  
Sacramento, CA 95814

**Subject: Recommend Cycle 5 ATP Funding for the City of Redding's Turtle Bay to Downtown Project**

Dear Mr. <sup>Mitch</sup>Weiss:

On behalf of the Shasta Regional Transportation Agency (SRTA), thank you for your careful consideration of the city of Redding's Turtle Bay to Downtown Project for funding under Cycle 5 of the Active Transportation Program (ATP) grant program. As the designated metropolitan planning organization (MPO) for the Shasta Region, we have worked closely with the city of Redding to develop a project that meets local needs and fits the priorities of the program. SRTA has committed \$1.17M in STIP funds for the Project Approval and Environmental Document and \$100,000 for Plans, Specifications, and Estimate.

In Redding, State Route 44 separates Downtown Redding from Turtle Bay (location of the Sheraton Redding Hotel, Turtle Bay Exploration Park, McConnell Arboretum and Gardens, Redding Civic Auditorium, Redding Rodeo Grounds, and the landmark Sundial Bridge) as well as from existing Class I trails that serve high-density housing to the north and traverse the Sacramento River and Interstate 5 to the east. Due to surrounding topography, the river, and transportation systems, alternative routes would add miles and elevation change. These alternative routes are also located on high-volume auto-centric roadways with intersections and interchanges that are unfriendly to non-motorized users. Without proposed improvements, pedestrian and bicycle passage over SR 44 on Sundial Bridge Drive is narrow with no physical protection from motor vehicles. On the south side of the bridge, SR 44 on/off-ramps, two intersections, and several free right turns make pedestrians and bicycle crossings stressful with frequent near misses with automobiles. On the north side of the bridge, bicyclist and pedestrians must mingle with automobile traffic through unsignalized intersections, parking lots, and shared right of ways.

Given its location, connections to existing facilities, and lack of reasonable alternative routes, the Turtle Bay to Downtown Project is the most critical gap in the region's active transportation network and the number one priority. This project, and others like it, are essential to meeting regional mobility and sustainability goals.

Sincerely,

A handwritten signature in blue ink that reads "Dan Little".

---

Daniel S. Little, AICP, Executive Director  
Shasta Regional Transportation Agency (MPO)



1255 East Street, Suite 202 • Redding, CA 96001 • (530) 262-6190 • Fax: (530) 262-6189  
E-mail: [srta@srta.ca.gov](mailto:srta@srta.ca.gov) • Website: [www.srta.ca.gov](http://www.srta.ca.gov)

Daniel S. Little, Executive Director

---

September 9, 2020

Mr. Mitch Weiss, Executive Director  
California Transportation Commission  
1120 N Street, MS-52  
Sacramento, CA 95814

**Subject: Recommend Cycle 5 ATP Funding for the Cottonwood Lasso Loop**

Dear Mr. <sup>Mitch</sup>Weiss:

The Shasta Regional Transportation Agency (SRTA) thanks you for your careful consideration of the Cottonwood Lasso Loop for funding under Cycle 5 of the Active Transportation Program (ATP).

The Cottonwood Lasso Loop will connect a community divided by Interstate 5 and establish Cottonwood's first active transportation network. The low-stress network will connect neighborhoods to major destinations and vital community resources, featuring context-appropriate facilities for all ages and abilities. Education and encouragement will maximize utility among disadvantaged neighborhoods.

As the Shasta Region's Metropolitan Planning Organization, this project is critical to regional performance goals for active transportation mode shift, reduced crashes, and reduced vehicle miles traveled and associated emissions. SRTA provided project development support, made possible by a Caltrans Planning grant in the amount of \$125,760 to assist with preliminary design.

Cottonwood residents were very interested in preserving and enhancing aspects of historic downtown to help struggling merchants. Pending an ATP award, SRTA has committed to leveraging \$1,640,728 to fund this part of the Cottonwood Lasso Loop in order to provide needed community flexibility.

Sincerely,

A handwritten signature in blue ink that reads "Dan Little".

---

Daniel S. Little, AICP, Executive Director  
Shasta Regional Transportation Agency (MPO)



1255 East Street, Suite 202 • Redding, CA 96001 • (530) 262-6190 • Fax: (530) 262-6189  
E-mail: [srta@srta.ca.gov](mailto:srta@srta.ca.gov) • Website: [www.srta.ca.gov](http://www.srta.ca.gov)

Daniel S. Little, Executive Director

---

September 9, 2020

Mr. Mitch Weiss, Executive Director  
California Transportation Commission  
1120 N Street, MS-52  
Sacramento, CA 95814

**Subject: Recommend Cycle 5 ATP Funding for the West Cottonwood School Connector Project**

Dear Mr. <sup>Mitch</sup>Weiss:

Shasta Regional Transportation Agency (SRTA) thanks you for your careful consideration of the West Cottonwood School Connector Project for funding under Cycle 5 of the Active Transportation Program (ATP).

The West Cottonwood School Connector will link a community divided by Interstate 5 and establish Cottonwood's first active transportation network. The low-stress network will connect neighborhoods to major destinations and vital community resources, featuring context-appropriate facilities for all ages and abilities. Education and encouragement will maximize utility among disadvantaged neighborhoods.

As the Metropolitan Planning Organization for the Shasta Region, this project is critical to achieving regional performance goals for increased mode shift to active transportation, reduced injuries and fatalities, and reduced vehicle miles traveled and associated greenhouse gas emissions. SRTA provided project development support, made possible by a Caltrans Planning grant in the amount of \$123,544 to assist with preliminary design.

Sincerely,

A handwritten signature in blue ink that reads "Dan Little".

Daniel S. Little, AICP, Executive Director  
Shasta Regional Transportation Agency (MPO)



1255 East Street, Suite 202 • Redding, CA 96001 • (530) 262-6190 • Fax: (530) 262-6189  
E-mail: [srta@srta.ca.gov](mailto:srta@srta.ca.gov) • Website: [www.srta.ca.gov](http://www.srta.ca.gov)

Daniel S. Little, Executive Director

---

September 9, 2020

Mr. Mitch Weiss, Executive Director  
California Transportation Commission  
1120 N Street, MS-52  
Sacramento, CA 95814

**Subject: Recommend Cycle 5 ATP Funding for the Cottonwood Active Transportation Trunk Line Express (CATTLE) Network**

Dear Mr. <sup>Mitch</sup>Weiss:

The Shasta Regional Transportation Agency (SRTA) thanks you for your careful consideration of the Cottonwood Active Transportation Trunk Line Express (CATTLE) Network for funding under Cycle 5 of the Active Transportation Program (ATP).

The CATTLE Network will connect a community divided by Interstate 5 and establish Cottonwood's first active transportation network. The low-stress network will connect neighborhoods to major destinations and vital community resources, featuring context-appropriate facilities for all ages and abilities. Education and encouragement will maximize utility among disadvantaged neighborhoods.

As the Shasta Region's Metropolitan Planning Organization, this project is critical to regional performance goals for active transportation mode shift, reduced crashes, and reduced vehicle miles traveled and associated emissions. SRTA provided project development support, made possible by a Caltrans Planning grant in the amount of \$249,304 to assist with preliminary design.

Cottonwood residents were very interested in preserving and enhancing aspects of historic downtown to help struggling merchants. Pending an ATP award, SRTA has committed to leveraging \$1,640,728 to fund this part of the CATTLE Network in order to provide needed community flexibility.

Sincerely,

A handwritten signature in blue ink that reads "Dan Little".

Daniel S. Little, AICP, Executive Director  
Shasta Regional Transportation Agency (MPO)



1255 East Street, Suite 202 • Redding, CA 96001 • (530) 262-6190 • Fax: (530) 262-6189

E-mail: [srta@srta.ca.gov](mailto:srta@srta.ca.gov) • Website: [www.srta.ca.gov](http://www.srta.ca.gov)

Daniel S. Little, Executive Director

---

October 12, 2020

Chuck Aukland, Director of Public Works  
City of Redding  
777 Cypress Ave.  
Redding, CA 96001

**Re: Support for City of Redding's HSIP Application for Systemic Intersection Safety Lighting**

Dear Mr. Aukland,

The Shasta Regional Transportation Agency (SRTA) supports the city of Redding's Highway Safety Improvement Program (HSIP) application for the Systemic Intersection Safety Lighting Project. As the designated metropolitan planning organization for the Shasta Region, safety is one of our highest priorities. The proposed project, in conjunction with local/regional infrastructure improvements and programmatic strategies, are critical in reducing the number of motor vehicle collisions involving bicyclists and pedestrians, and will help the region achieve adopted safety performance measure (PM1) targets.

Motor vehicle collisions involving bicyclists and pedestrians are often correlated with poor visibility in low-light conditions – particularly in the winter months when days are shorter. The proposed project will systematically address this issue at higher-risk locations throughout the city. SRTA will continue to coordinate with the city of Redding to support the identification of safety issues and develop effective solutions.

Sincerely,

A handwritten signature in blue ink that reads "Dan Little".

---

Daniel S. Little, AICP, Executive Director  
Shasta Regional Transportation Agency (MPO)



1255 East Street, Suite 202 • Redding, CA 96001 • (530) 262-6190 • Fax: (530) 262-6189  
E-mail: [srta@srta.ca.gov](mailto:srta@srta.ca.gov) • Website: [www.srta.ca.gov](http://www.srta.ca.gov)

Daniel S. Little, Executive Director

---

October 12, 2020

Chuck Aukland, Director of Public Works  
City of Redding  
777 Cypress Ave.  
Redding, CA 96001

**Re: Support for City of Redding's HSIP Application for Systemic Protected Left Turn Project**

Dear Mr. Aukland,

The Shasta Regional Transportation Agency (SRTA) supports the city of Redding's Highway Safety Improvement Program (HSIP) application for the Systemic Intersection Protected Left Turn Project. As the designated metropolitan planning organization for the Shasta Region, safety is one of our highest priorities. The proposed project, in conjunction with local/regional infrastructure improvements and programmatic strategies, are critical in reducing the number of motor vehicle collisions involving bicyclists and pedestrians, and will help the region achieve adopted safety performance measure (PM1) targets.

Motor vehicle collisions involving bicyclists and pedestrians in the region are often correlated with left turning movements – particularly in urban areas where traffic volumes are higher and bicycling and walking are more common. The proposed project will systematically address this issue at higher-risk locations in Downtown Redding. SRTA will continue to coordinate with the city of Redding to support the identification of safety issues and develop effective solutions.

Sincerely,

A handwritten signature in blue ink that reads "Dan Little".

Daniel S. Little, AICP, Executive Director  
Shasta Regional Transportation Agency (MPO)