



STAFF REPORT

MEETING DATE:	February 25, 2020
SUBJECT:	Correspondence
AGENDA ITEM:	8-5
STAFF CONTACT:	Amy Lindsey, Administrative Associate

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

INCOMING CORRESPONDENCE

Date	From	Subject
5/17/19	Erin Thompson, Office of Regional Planning, Department of Transportation, Division of Transportation Planning Chief	Letter of revised notice-to-proceed for ShastaReady.
12/13/19	Erin Thompson, Office of Regional Planning, Department of Transportation, Division of Transportation Planning Chief	Letter of compliance for final submission of corrective actions to resolve Finding 2018-002 identified in the fiscal year 2017-18 Single Audit Report (SAR).

OUTGOING CORRESPONDENCE

Date	To	Subject
12/4/19	State Controller's Office, Local Government Programs and Services Division, Local Government Reporting Section	Financial Transactions Report Submission for Reporting Year 2019
1/16/20	David S. Kim, California State Transportation Agency, Secretary	SRTA's North State Intercity Bus System: Phase 2.0, Prototype Fuel Cell Motorcoaches TIRCP Grant Application https://www.srta.ca.gov/DocumentCenter/View/4962/SRTA-2020-TIRCP-Grant-Application
1/21/20	Cathryn Rivera-Hernandez, Governor's Office – Appointment Unit, Appointments Secretary	Letter of support to reappoint Paul Van Konynenburg to the California Transportation Commission (CTC)
2/5/20	Esther Odufuwa Advanced Fuels and Vehicle Technologies Office, Fuels and Transportation Division, California Energy Commission, Energy Commission Specialist I, Freight and Transit Unit	Letter of support for Docket #19-TRAN-02 Medium and Heavy-Duty Zero-Emission Vehicles and Infrastructure

A blue ink signature of Daniel S. Little, written in a cursive style.

Daniel S. Little, AICP, Executive Director

Attachment: SRTA Correspondence Letters

DEPARTMENT OF TRANSPORTATION**DIVISION OF TRANSPORTATION PLANNING**

P.O. BOX 942874, MS-32

SACRAMENTO, CA 94274-0001

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May 17, 2019

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

Dear Mr. Little:

On behalf of the California Department of Transportation (Caltrans), Division of Transportation Planning, I am pleased to offer my congratulations to the Shasta Regional Transportation Agency for the recent award of the following transportation planning grant:

Public Transportation Account - Adaptation Planning	
Grant Fiscal Year (FY)	2019-20
Grant Title	ShastaReady Extreme Climate Event Mobility and Adaptation Plan
Grantee	Shasta Regional Transportation Agency
Sub-Recipient	
Grant Award	\$289,850
FHWA PL Match	\$37,553
Total Project Amount	\$327,403
Grant Expiration	February 28, 2022 - time extensions are not allowed
Final Invoice Due	April 28, 2022

Conditions of Grant Acceptance

Grant work cannot begin until all Conditions of Grant Acceptance have been satisfied. To assist with this process, Caltrans District staff will schedule a teleconference with your agency to discuss the conditions below, as well as other project revisions that may be necessary to accept grant funding. Please submit the following items to Caltrans District 2 no later than November 1, 2019. Failure to satisfy these conditions will result in the forfeiture of grant funds.

1. Coordinate with Caltrans District Planning staff to make necessary revisions to the Grant Application Cover Sheet, Scope of Work, and Project Timeline. An initial review of these documents will require the following revisions:

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

- Revise the Grant Application Cover Sheet and Project Timeline so the Total Project Cost equals the Grant Funds Requested plus Local Match.
- 2. If requesting reimbursement for indirect costs, these costs must be included in the grant Scope of Work and Project Timeline. An Indirect Cost Allocation Plan (ICAP) must be submitted to Caltrans Audits and Investigations. Instructions for submitting an ICAP are available at the following webpage: <http://dot.ca.gov/audits/>
- 3. If utilizing third-party in-kind contributions to satisfy the minimum local match requirement, a Third-Party In-kind Valuation Plan must be completed. These contributions consist of goods and services donated from outside the grantee's agency (examples: donated printing, facilities, interpreters, equipment, advertising, staff time, and other goods or services). A Third-Party In-kind Valuation Plan Checklist and sample can be found at the following webpage: <http://www.dot.ca.gov/hq/tpp/offices/orip/Grants/grants.html>
- 4. Submit a formal Amendment for the current Fiscal Year (FY) Overall Work Program (OWP) and OWP Agreement (OWPA). The OWP/OWPA formal amendment must include the OWPA, OWP Budget Summary and a standalone Work Element. These three items must show consistent funding information for the grant project and include the full grant and local match amounts. The Work Element name and number must remain the same until the project is completed.

Next Steps

Once the District has approved all items required to fulfill the Conditions of Grant Acceptance, the following steps will need to occur:

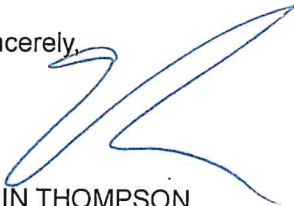
- Once the OWP/OWPA formal amendment is processed, Caltrans District staff will send a Notice to Proceed letter. Grant work cannot begin until this letter is received by the grantee.
- Caltrans District staff will schedule a grant kick-off meeting with Caltrans staff and the grantee.
- Grant administrative requirements:
 - Quarterly Progress Reports (a brief narrative of completed project activities)
 - Request for Reimbursements/invoices (RFRs) submitted at least quarterly, but no more than monthly.
 - Local match commitments in the amount shown above, including any local match amount above the minimum amount that is required with every RFR/invoice.
 - All work must be completed by February 28, 2022.
 - Final RFR/invoice and final product due no later than April 28, 2022. The final RFR/invoice will not be processed by Caltrans until the final product is submitted.

Mr. Daniel S. Little
May 17, 2019
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- o For your convenience, a toolbox to aid you during this process is located at the following webpage: <http://www.dot.ca.gov/hq/tpp/offices/orip/Grants/grants.html>

If you have questions concerning the Grant Program requirements or these funds, please contact, Aaron Casas, Caltrans District 2 Liaison at 530-225-4732 or Gilbert Valencia, Caltrans Headquarters Liaison at (916) 653-3076.

Sincerely,



ERIN THOMPSON
Chief, Office of Regional Planning

c: Michael Kuker, Assistant Transportation Planner, Shasta Regional Transportation Agency

Kathy Grah, Senior Transportation Planner, Caltrans District 2
Aaron Casas, Associate Transportation Planner, Caltrans District 2
Gilbert Valencia, Transportation Planner, Caltrans Headquarters

DEPARTMENT OF TRANSPORTATION

DIVISION OF TRANSPORTATION PLANNING

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December 13, 2019

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

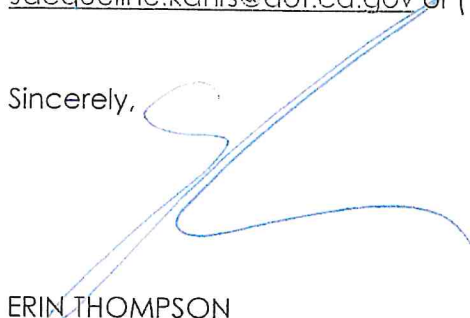
Dear Mr. Little:

On November 25, 2019, the California Department of Transportation (Caltrans) Division of Transportation Planning received the Shasta Regional Transportation Agency's (SRTA) final submission of corrective actions to resolve Finding 2018-002 identified in the Fiscal Year (FY) 2017-18 Single Audit Report (SAR). SRTA provided adequate documentation to demonstrate how they will ensure, in the event of turnover, that new project managers will recognize their duties and responsibilities in order to submit reports timely.

The Caltrans Independent Office of Audits and Investigations may perform a follow-up review after all corrective actions were made to determine if SRTA has implemented adequate corrective measures for each agency review finding and to ensure compliance with Caltrans agreements and federal and State rules and regulations.

We appreciate the cooperation and coordination that SRTA has provided during this process. If you have any questions, please contact Jacqueline Kahrs at Jacqueline.kahrs@dot.ca.gov or (916) 653-9255.

Sincerely,



ERIN THOMPSON
Chief
Office of Regional Planning

Mr. Dan Little
December 13, 2019
Page 2

- c: Tashia Clemons, Director of Planning and Environment, Federal Highway Administration
Antonio Johnson, Planning and Air Quality Team Leader, Federal Highway Administration
Rodney Whitfield, Director of Financial Services, Federal Highway Administration
Veneshia Smith, Financial Manager, Financial Services, Federal Highway Administration
Grace Regidor, Financial Specialist, Federal Highway Administration
Ted Matley, Director of Planning and Program Development for Region IX, Federal Transit Administration
Marsue Morrill, Chief, External Audits - Local Government Independent Office of Audits and Investigations, Caltrans
Felicia Haslem, Acting Chief, Office of Guidance and Oversight, Division of Local Assistance, Caltrans
Tom Balkow, Deputy Director, Planning and Local Assistance, District 2, Caltrans
Kathy Grah, Senior Transportation Planner, Planning and Local Assistance, District 2, Caltrans
Ian Howat, District Local Assistance, District 2, Caltrans

**TRANSPORTATION PLANNING AGENCIES
FINANCIAL TRANSACTIONS REPORT
COVER PAGE**

Shasta Regional Transportation Agency

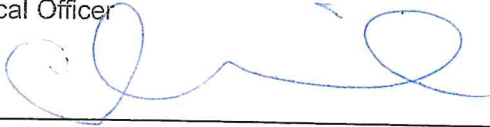
Reporting Year: **2019**

ID Number: **15554503000**

Certification:

I hereby certify that, to the best of my knowledge and belief, the report forms fairly reflect the financial transactions of the agency in accordance with the requirements as prescribed by the California State Controller.

Fiscal Officer



Signature

CFO

Title

Monika Long

Name (Please Print)

12/4/19

Date

Per Government Code section 53891(a), this report is due within seven months after the close of the fiscal year. The report shall contain underlying data from audited financial statements prepared in accordance with generally accepted accounting principles, if this data is available.

Please complete, sign, and mail this cover page to either address below:

Mailing Address:

State Controller's Office
Local Government Programs and Services Division
Local Government Reporting Section
P.O. Box 942850
Sacramento, CA 94250

Express Mailing Address:

State Controller's Office
Local Government Programs and Services Division
Local Government Reporting Section
3301 C Street, Suite 700
Sacramento, CA 95816

The Financial Transactions Report was successfully submitted to the State Controller's Office on 12/4/2019 9:13:42 AM



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

Daniel S. Little, Executive Director

January 16, 2020

David S. Kim, Secretary
California State Transportation Agency
915 Capitol Mall, Suite 350B
Sacramento, CA 95814

Dear Secretary Kim:

In 2018, the Transit and Intercity Rail Capital Program (TIRCP) funded the "Salmon Runner" to provide zero-emission bus service between Redding and Sacramento with stops and feeder routes to serve all communities in the Sacramento Valley. The Salmon Runner was born out of a coordinated effort by the North State Super Region (NSSR) which represents California's 16 northernmost counties. The NSSR covers over one-quarter of California. The dispersed communities and steep terrain make providing intercity bus service a challenge. This is particularly true for deployment of zero-emission technology. An exhaustive procurement process by SRTA revealed that no zero-emission motorcoach exists that can reliably travel the 175 miles between Redding and Sacramento.

The Salmon Runner, as currently funded, falls short of the vision in two major ways: First, the service will require a passenger transfer to a freshly charged bus midway down the I-5 corridor making the service more expensive and inconvenient. Second, the ultimate NSSR vision includes feeder services to the NSSR's coastal and mountain communities — a component not funded in the prior TIRCP effort.

This TIRCP application addresses these challenges through development and demonstration of two fuel cell electric coaches (FCECs) and fueling infrastructure. When complete, the Redding to Sacramento backbone service will be faster and more reliable. Once the FCECs are in use on the I-5 backbone service, the battery-electric coaches purchased under the prior grant can provide new feeder services.

The need for a fuel cell motor coach is not unique to the NSSR. This project will benefit TIRCP goals throughout California by shattering the range and power ceiling of battery-electric buses. SRTA will lead this effort on behalf of all areas of the state so that results can be quickly replicated. The long-term savings and benefits across the state will more than recoup this initial TIRCP investment.

The NSSR is excited about the Salmon Runner concept and its potential to meaningfully connect the northern quarter of California to the substantial train and bus investments in the balance of the state. The 2018 California State Rail Plan calls for a doubling of intercity bus service between Redding and Sacramento. Unfortunately, we are moving in the wrong direction. State-supported services between Redding and Chico were cut in half last year. This TIRCP grant will reverse that by strengthening and expanding the Salmon Runner concept. The best chance for coordinated intercity bus service that effectively connects the NSSR to the balance of the state is to empower the NSSR to develop a system by the regions for the communities which they serve.

Sincerely,

A handwritten signature in blue ink, appearing to read "D. Little", is written over a horizontal line.

Daniel S. Little, AICP, Executive Director



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E-mail: srta@srta.ca.gov • Website: www.srta.ca.gov

Daniel S. Little, Executive Director

January 21, 2020

Ms. Cathryn Rivera-Hernandez
Appointments Secretary
Governor's Office – Appointments Unit
State Capitol, Suite 1173
Sacramento, CA 95814

RE: Paul Van Konynenburg's Reappointment to the California Transportation Commission

Dear Ms. Rivera-Hernandez:

Please accept this letter of support to reappoint Paul Van Konynenburg to the California Transportation Commission (CTC). Paul was appointed by Governor Brown in the Fall of 2017 and has quickly earned my respect along with the respect of all the transportation stakeholders and his fellow commissioners, who elected him to be Vice-Chair of the commission in January 2019.

Paul operates a Global GAP certified sustainable farm in Modesto that grows almonds, apples, cherries, and peaches. It is with this background that, as a commissioner, he has been a champion for addressing the needs in California's most rural and disadvantaged areas. Paul's leadership and success cross-cut all the challenges the commission will continue to face including housing and land use, the economy, social equity, greenhouse gas reduction programs, and funding stability.

In my 25 years of experience working with the California Transportation Commission, I have found that the most effective commissioners take the time to listen and communicate with all stakeholders regardless of political status. Paul is the only commissioner who has personally reached out to me and others to discuss opportunities and areas of concern without solicitation. He has an ability to approach complex issues from a practical point-of-view that is highly relatable to myself and peers in the North State Super Region.

Without reservation, I endorse Paul's swift reappoint by the Governor and look forward to our continued partnership with him and the rest of the CTC.

Sincerely,

A handwritten signature in blue ink, appearing to read "D. Little", is written over a horizontal line.

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



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Daniel S. Little, Executive Director

February 5, 2020

Esther Odufuwa

Energy Commission Specialist I, Freight and Transit Unit
Advanced Fuels and Vehicle Technologies Office
Fuels and Transportation Division
California Energy Commission

RE: Docket #19-TRAN-02 Medium and Heavy-Duty Zero-Emission Vehicles and Infrastructure

Dear Ms. Odufuwa,

I am writing on behalf of the Shasta Regional Transportation Agency (SRTA) to express our support for the 100-Bus Initiative created by the Center for Transportation and the Environment (CTE) to coordinate with other transit agencies a combined purchase of 100 or more Fuel Cell Electric Buses (FCEBs). The intent of this initiative is to reduce the unit cost of FCEBs, and to further the goals of reducing greenhouse gas emissions and local criteria pollutants. CARB has adopted the Innovative Clean Transit Regulation, and to achieve the goals set forth by that regulation, we will need multiple technology options to successfully transition our fleet to zero emissions.

SRTA is currently implementing an intercity bus service between Redding and Sacramento, and the availability of FCEBs and associated infrastructure is crucial to the success of the service. We strongly support funding programs that will assist us and other California transit agencies in procuring Zero-Emission Buses (ZEBs) and supporting fueling and maintenance facilities. While we have an interest in procuring FCEBs, not all agencies have the necessary infrastructure to support the deployment of these vehicles.

The California Energy Commission (CEC) is preparing for the release of a \$47.5 million Grant Funding Opportunity (GFO) during the first or second quarter of 2020, under CEC's "Medium- and Heavy-Duty Zero-Emission Vehicles and Infrastructure" program. SRTA recommends that this GFO allow for competitive applications to build heavy-duty hydrogen fueling stations and upgrade maintenance facilities to support the deployment of FCEBs. The 100-Bus Initiative holds the promise to substantially reduce the cost of FCEBs, but without funding to support the construction of supporting facilities we will not realize the emergence of a commercial market for this critically important ZEB technology.

SRTA is aware of CTE's extensive work on zero-emission bus and freight-related demonstration and deployment projects in California and their successful record of obtaining numerous grants from the federal government, CARB and CEC for these types of projects. We believe our support and commitment to the 100-Bus Initiative will indicate the viability of a program such as this and will significantly improve the availability of clean heavy-duty vehicles in California. We look forward to working with you on this exciting endeavor.

Sincerely,

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

Daniel S. Little

Executive Director, Shasta Regional Transportation Agency