Trinity County

Transportation Commission

OVERALL WORK PROGRAM

2019-2020 FISCAL YEAR

Richard Tippett, Executive Secretary
Date of Adoption: June 4, 2019
RESOLUTION NO. 2019-054

A RESOLUTION OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF TRINITY SITTING AS THE
TRINITY COUNTY TRANSPORTATION COMMISSION
WHICH APPROVES THE OVERALL WORK PROGRAM
AND BUDGET FOR THE 2019/2020 FISCAL YEAR

WHEREAS, the Trinity County Transportation Commission (TCTC) has prepared an Overall Work Program (OWP) for the 2019/2020 Fiscal Year (FY); and

WHEREAS, the OWP becomes the basis for the TCTC’s activities and budget for 2019/2020 FY; and

WHEREAS, Caltrans requires that the designated Regional Transportation Planning Agency (RTPA) certify each year that the planning process is being conducted in conformance with the applicable requirements.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Trinity sitting as the Trinity County Transportation Commission, does hereby adopt and approve the 2019/20 FY OWP and certifies that its planning process will be implemented through this document in accordance with State Transportation Planning Process Certification (23 CFR 450.334 and 450.220):

1. 23 U.S.C. 134, 49 U.S.C. 5303; and

BE IT FURTHER RESOLVED:

1. That the TCTC hereby authorizes submittal of the OWP for the 2019/2020 FY to the various participating State and Federal agencies;
2. That the TCTC’s Executive Secretary is hereby designated and authorized to submit the OWP for FY 2019/2020, OWP Agreement, and to execute all necessary agreements on behalf of the TCTC to implement the purposes of this resolution;
3. That the TCTC’s Executive Secretary is hereby authorized to make and submit to the appropriate funding agencies necessary work program and budget modifications to the OWP based upon actual available funds; and
4. That the Executive Secretary is hereby authorized to make budget adjustments within the Overall Work Program Element and Budget accounts.
Resolution No. 2019-054
June 4, 2019
Page 2 of 2

DULY PASSED AND ADOPTED this 4th day of June, 2019 by the Board of Supervisors of the County of Trinity sitting as the Trinity County Transportation Commission by motion, second (Groves/Fenley), and the following vote:

AYES: Supervisors Fenley, Groves, Brown, Chadwick and Morris
NOES: None
ABSENT: None
ABSTAIN: None
RECEIVE: None

JUDY MORRIS, CHAIRMAN
Board of Supervisors
County of Trinity
State of California

ATTIDST:

RICHARD KUHNS, Psy. D.
Clerk of the Board of Supervisors

By: Deputy
# TABLE OF CONTENTS

## INTRODUCTION

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction</td>
<td>1</td>
</tr>
<tr>
<td>Organization</td>
<td>5</td>
</tr>
</tbody>
</table>

## WORK ELEMENTS

<table>
<thead>
<tr>
<th>Information Element:</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joint Planning Activities with Caltrans</td>
<td>9</td>
</tr>
<tr>
<td>GIS &amp; Transportation System Management</td>
<td>10</td>
</tr>
<tr>
<td>Public and Specialized Transportation</td>
<td>12</td>
</tr>
<tr>
<td>Short-Range Transit Development Plan &amp; Coordinated Plan</td>
<td>15</td>
</tr>
<tr>
<td>Non-Motorized Facilities Planning</td>
<td>18</td>
</tr>
<tr>
<td>Aviation Planning</td>
<td>20</td>
</tr>
<tr>
<td>Regional Transportation Planning</td>
<td>22</td>
</tr>
<tr>
<td>Administration and Coordination</td>
<td>24</td>
</tr>
<tr>
<td>Budget and Administration</td>
<td>26</td>
</tr>
<tr>
<td>Planning Programming and Monitoring</td>
<td>27</td>
</tr>
<tr>
<td>Active Transportation Plan</td>
<td>28</td>
</tr>
<tr>
<td>TDA Administration and Fiscal Management</td>
<td>30</td>
</tr>
<tr>
<td>Funding by Source: Table II</td>
<td>31</td>
</tr>
<tr>
<td>Organization Chart</td>
<td>32</td>
</tr>
</tbody>
</table>
Introduction
Trinity County is located in the northwestern portion of California. The geography of the county is defined by the Trinity Alps, South Fork Mountain and other ridges of the Klamath Mountains and Coastal Range, carved by the deep canyons and valleys of the Trinity, Van Duzen, and Eel Rivers. Trinity County consists of approximately 3,200 square miles, nearly all of which are mountainous. We host several wilderness areas, including the Trinity Alps Wilderness Area, a 525,627 acre favorite backpacking destination, which is managed by the Shasta-Trinity National Forest, Klamath National Forest, and Six Rivers National Forest. Other wilderness areas within the county include the Yolla Bolly Wilderness (180,877 acres), and the Chancelula Wilderness (8,200 acres).

There are no incorporated cities or towns in Trinity County. As of January 1, 2017, the California Department of Finance estimated the population of Trinity County at 13,628, making it the fourth-least populous county in California. The county seat and largest town is Weaverville, with approximately 3,600 people. Trinity County's Census Designated Places (CDPs) include Hayfork, Lewiston, and Weaverville. Smaller communities include Big Bar, Burnt Ranch, Douglas City, Junction City, Salyer, Trinity Center, Hyampom, Mad River, Ruth, and Coffee Creek. Trinity County is bounded by five counties, including Mendocino to the south, Humboldt to the west, Siskiyou to the north, Shasta to the east, and Tehama to the southeast.

Land Ownership is an important consideration to the area profile because it shows the amount and percentages of land owned by the public and private sectors. Federal agencies manage seventy-two percent of the total land base of Trinity County. Publicly owned lands are not subject to property tax. This is important to note, especially when state or federal governments consider eliminating or modifying funding amounts for this county. Privately owned lands tend to be located in the southwest and northeast corners of the County, and include the larger communities of Weaverville, Hayfork, Lewiston, and Trinity Center. The majority of private lands are owned by large timber and forestry companies and are devoted to timber production. Government, forestry and recreation provide the majority of employment in the County.

The major highways in the County include State Route 3, State Route 36, and State Route 299. State Route (SR) 36 and 299 are the major east-west highways running through the county while SR 3 provides a north-south corridor. Roads are subject to closure due to wildland fires, landslides, and snow.

The major transportation mode for Trinity County residents and visitors alike is the automobile. Caltrans, in partnership with Shasta, Trinity, and Humboldt Counties, completed improvements to the Buckhorn Grade just east of the Shasta/Trinity County line to the western boundary of the Whiskeytown-Shasta Trinity National Recreation Area in Shasta County in 2016. This project was partially funded with High Priority Project (HPP) funding from Humboldt County Association of Governments (HCAOG). The use of HPP funds on Route 299 has made a huge difference in addressing Surface Transportation Assistance Act (STAA) pinch points from Interstate 5 in Shasta County near Redding to Route 101 north of Arcata. A total of 60 STAA pinch points on this route have been addressed.

An update to the Bikeways Master Plan (BMP) was completed and adopted May 5, 2015. At the beginning
of Fiscal Year 2017/18 work began on the development of the Trinity County Active Transportation Plan. The Short Range Transit Development Plan (SRTDP): 2014-2018 and Coordinated Plan were updated and adopted by the TCTC on October 28, 2014. The 2019-2023 SRTDP will begin during the spring/summer of 2019.

The 2016 Regional Transportation Plan (RTP) was updated and adopted by the TCTC October 17, 2017. The RTP has been coordinated with the County's General Plan and state requirements for delivery and performance standards. The California Office of Planning and Research has published Draft Updates to the California Environmental Quality Act (CEQA) Guidelines Implementing Senate Bill 743 (Steinberg, 2013), which now require Lead Agencies to analyze transportation impacts using Vehicle Miles Travelled (VMT) instead of Level of Service (LOS). This is a new change that will be included in the next RTP update.

Purpose and Need
Trinity County Transportation Commission's (TCTC) Overall Work Program is prepared annually to identify and focus the next year's transportation planning tasks. It is prepared pursuant to the Trinity County Board of Supervisor's 2014 Resolution (2014-68); the Master Fund Transfer Agreement dated January 1, 2015 and expiring December 31, 2024 between the TCTC and Caltrans, and the requirements of the Regional Planning Handbook.

The OWP addresses the on-going transportation planning process in Trinity County. Major transportation interests of the County and Caltrans are set forth in the work elements and levels of funding. The purpose of this continued planning process is to ensure that the region's transportation plan is responsive to the changing needs and desires of the system users. Decision makers are aware that the work program provides them with the opportunity to monitor progress being made toward previously defined goals and objectives. In Trinity County, the dominant mode of transportation is the automobile, but the planning process considers other modes as well. A great emphasis has been placed on expanding opportunities for transit and specialized transportation systems. Intercity bus route service to the more urbanized areas of Redding in Shasta County; and Willow Creek in Humboldt County where connections are available for service to Arcata and Eureka is provided by Trinity Transit. Regional and National connections are available in both of the adjacent counties.

Transportation challenges in Trinity County
Trinity Transit provides intercity bus service along State Route 299 to Redding in Shasta County, and Willow Creek in Humboldt County where a connection to Redwood Transit System (RTS) is available for service to Arcata and Eureka. Regional and National connections are available in both of the adjacent counties. The growth in use of Trinity Transit service was substantial beginning in 2010 when intercity service commenced; however, there has been a decline in ridership since fiscal year 2016/17. The decline is partly attributed to major landslides and wildland fires. In 2016 a major landslide occurred leaving an entire slope above SR 299 unstable. The road was subject to total closures at any time due to the danger of large, falling rocks. The sporadic closures disrupted Trinity Transit and school bus services as well as commercial trucking between the coast and the central valley.

On July 24, 2018 the Carr Fire in Shasta County closed highway 299 between Weaverville and Redding for three weeks. A contingency service was operated one to two times per week via Highway 3 and 36, between Weaverville and Redding.
Closure of SR 299 also adversely affects Humboldt County to the west and Shasta County to the east. Trucks and recreation vehicles contribute to traffic delays and congestion along State Routes in the county due to limited passing opportunities.

The road system in Trinity County totals approximately 2,190 centerline miles. In addition to private roadways, the public roadway system has 202 miles in the state highway system, 700 miles in the County roadway system, and 1,288 miles owned and operated by the Federal government (largely in the National Forest).

The roadway network provides access for County residents, in addition to tourists visiting the many recreation areas in the County and to traffic that is passing through Trinity County on the way to other destinations.

Accomplishments

Trinity County recently completed its largest capacity increasing project. Lance Gulch Road is a new two lane minor arterial connecting SR 299 on the east end of Weaverville with SR 3 at the north end. Lance Gulch Road was built to relieve congestion on SR 299 from the shopping district on the east end to the intersection of SR 299 with SR 3, the most congested section of SR 299 in Trinity County. It also provides a valuable alternate route in case of emergencies or road closures on SR 299. A traffic light will be installed in late 2019 at the intersection of SR 299 and Lance Gulch Road to bring the project to completion.

Over the past few years, Caltrans has improved the stretch of SR 299 between Clear Creek in Shasta County to the Shasta/Trinity County line (Buckhorn Summit) by adding climbing and passing lanes, shoulders and medians to meet current design standards and improve safety. Buckhorn is no longer a barrier for STAA (Surface Transportation Assistance Act) truck. The last two STAA barriers on SR 299 in western Trinity County will also be removed within the current SHOPP cycle (next five years).

Trinity County has 102 bridges throughout the county. Between 2016 and 2017 with the Highway Bridge Program (HBP) a design/build project for five bridge replacements was completed through a partnership with Central Federal Lands, which included two bridges on Coffee Creek Road; and one bridge on Ramshorn Road, one bridge on East Fork Road, and one bridge on Jordan Road. As a separate project, the department also constructed a 300’ bridge on Wildwood Road over Hayfork Creek in the community of Wildwood with HBP funds that were matched with STIP funding.

Current Projects

HBP projects that are currently in design include a combined project that will replace two bridges in the community of Big Bar. One small bridge will be replaced on Price Creek Road and one 330 foot bridge over the Trinity River, including an alignment of Corral Bottom Road where it will intersect with SR 299. As well, other bridges that are in design include a bridge in the historic district of Weaverville over West Weaver Creek on Lorenz Road; a bridge over Hayfork Creek on East Fork Hayfork Creek Road, and a bridge leading to the Calfire Fawn Lodge Station near SR 299 between Weaverville and Redding. In addition nineteen Highway Safety Improvement Projects (HSIP) to replace guardrail on local county roads will be completed within the next two years.

The current STIP includes PS&E of a paved pedestrian and bike trail that will connect Lance Gulch Road to Washington Street, a county road (18/19); a turning lane into Tom Bell Road from SR 3 (19/20); and PS&E
for Segment One to reconstruct Wildwood Road (19/20).

Trinity County in partnership with the Federal Highway Administration Central Federal Lands Division and the U.S. Forest Service is conducting a study to identify and prioritize improvement projects on several roads within Trinity County that provide recreational access into the Trinity Alps Wilderness. Ten road corridors of varying lengths and conditions are being considered as part of the study. Most of the corridors are managed and maintained by the county up until a certain mileage point, at which point they are managed and maintained by the USFS. Anticipated improvements will focus on improved safety and could include roadway reconditioning, drainage improvements, improved signage, roadsurfacing improvements, slope stabilization and rockfall mitigation. It is anticipated that the Trinity Alps Wilderness Access Routes – Improvement Study will be completed late fall of 2019. The planning effort will allow Trinity County to define recommended improvements, estimate costs, gather public input, and consider opportunities to coordinate projects. In addition, planning efforts will identify possible federal, state, and local funding sources to implement improvements.

**Significant Transportation Issues in Trinity County are the following:**

- The county is large and sparsely populated with the roadway system consisting of a vast array of aging, narrow roads and bridges;
- Trinity County has a high accident rate based on Vehicle Miles Traveled compared to other counties in the state;
- Unstable geology and steep terrain cause maintenance problems such as erosion, landslides, and rock-fall on the roads;
- Many of the remote roads have no shoulders and minimum travel lane widths. Travel lane widths are continuously lost to erosion on steep terrain, and many roads have less than two lanes;
- Roads and bridges are aging and in need of major rehabilitation;
- The large geographic area and sparse population of the county presents a problem for continued operation of cost-effective public transportation systems;
- Over 70% of the land in the County is federally owned and is not subject to property taxes. These lands include National Forest, national Wilderness and Bureau of Land Management land, as well as lands flooded by the Trinity and Lewiston dams. To make up for the loss of property tax revenues, the Federal Government historically paid the County a share of all revenue generated by timber sales to supplement local funding for schools and roads. Environmental restrictions have reduced timber revenues substantially since the mid 1980's;
- Due to an extension of Forest Receipts, the County will receive approximately $1,307,650 for the 2018/19 fiscal year. Unless another extension is granted, Trinity is estimated to receive approximately $95,000 in the 2019/20 fiscal year.
- After many years of decreases in the Highway Users Tax, Trinity County has seen significant increases with the passage of Senate Bill 1. In addition to the regular HUTA, SB1 increased Trinity County's amount by $116,268 in 2017/18. In 2018/19 Trinity received approximately $1,745,019.
- Lack of sufficient revenues for ongoing local street and road maintenance coupled with the need to plan proactively for rehabilitation and development of local streets and roads;
• Active Tribal participation in the transportation planning process;
• Need for coordination to install broadband conduit along the state highway system as construction projects allow to serve rural communities and improve ITS in the rural area;
• Lack of cell phone coverage in rural areas of Trinity County affects traveler safety and convenience for local residents.

These significant issues are addressed in the TCTC 2019/2020 OWP with ongoing coordination with Caltrans and local Native American Tribes. As well, work elements within the OWP place emphasis on the following:

• Complete the “Trinity County Active Transportation Plan”;
• Prepare the update to the Short Range Transit Development Plan 2019;
• Prepare the update to the Public Transit- Human Services Coordinated Plan
• Complete the Trinity Alps Wilderness Access Routes – Improvements Study
• Continue updates to the Pavement Management System
• Incorporate transit and intermodal facilities, bicycle transportation facilities and pedestrian walkways in regional transportation plans and programs where appropriate;
• Coordinating with Caltrans regarding State Highway planning and programming;
• Establish and maintain formal consultation with local Native American Tribal Governments enabling their participation in local and state transportation planning and programming activities;
• Planning and monitoring projects on the State highway system that are funded through the State Transportation Improvement Fund and High Priority Program;
• Planning and programming for the local streets and roads system;
• Assess the operational and physical continuity of the regional transportation system components within and between metropolitan and rural areas, and interconnections to and through regions;
• Continued regional transit needs assessments;
• Maintaining the regional transportation planning process;
• Monitoring the current work program, and preparing the 2020/2021 OWP;
• Participating in planning efforts that facilitate economic development;
• Implementing requirements of the federal transportation legislation;
• Administering the legal requirements of the Transportation Development Act.

Organization
The Board of Supervisors concurrently serves as the TCTC. The TCTC consists of five members, and was formed in 1971 to allocate the funds created by Senate Bill 325. Assembly Bill 69 broadened the Transportation Commission’s responsibility and authority by designating the Commission as the body responsible for adopting the Regional Transportation Plan (RTP). Additional legislation, AB 402, 1977, continued the Commission’s responsibilities. The Commission is also responsible for disbursing State Transit Assistance Funds allocated under SB120. Projects funded by Section 5310 of the Federal Transit Authority (FTA) require TCTC review and approval to ensure consistency with the Regional Transportation Plan and the “Coordinated Public Transit Human Services Transportation Plan”.

With the enactment of Senate Bill 45 in 1997, the TCTC was granted broader authority in the development and administration of the State Transportation Improvement Program (STIP). Beginning with the 1998 STIP, the TCTC is responsible for the Regional Transportation Improvement Program for Trinity County. The TCTC
may nominate projects for state highways and local roads, especially those focusing on regional transportation improvements in a number of categories, including capacity expansion, reconstruction and rehabilitation.

The Director of Transportation acts as the Executive Secretary to the Transportation Commission. Staff of the Department of Transportation also act as staff to the Commission.

The TCTC coordinates its activities with the County Planning Department as well as with state and other local government entities and Round Valley Indian Reservation Tribal Government. Citizens are encouraged to provide input to solve transportation problems that are a concern to the community during regular meetings of the TCTC and during other meetings such as the Social Service Transportation Advisory Council. In addition, the TCTC has created three committees to assist in carrying out its duties with respect to Policy Advice, Technical Advice, and Citizen Input:

- The Policy Advisory committee consists of members of the Transportation Commission and the Caltrans District 2 Director. The purpose of the policy advisory committee is to resolve policy issues between the TCTC and Caltrans;

- The Technical Advisory Committee consists of the County Engineering and Planning Department technical staff and Caltrans District 2 Planning Division Chief. The purpose of the Technical Advisory Committee is to resolve technical issues between the TCTC and Caltrans.

The Policy Advisory and Technical Advisory committees meet as necessary, usually when there is a need to resolve a specific issue. Both committees have met as the situation warranted.

- The Citizen Advisory committee has the same membership as the Social Services Transportation Advisory Council (SSTAC). Its membership includes potential transit users, potential transit users who are handicapped, local social service providers for seniors, local social service providers for the handicapped, local social service providers for persons of limited means, representatives from the consolidated transportation service agency and other members of the public who have expressed a willingness to serve. Public notice is provided for all meetings and the public is invited to participate in the discussions. The goal of the SSTAC is to maintain and improve transportation service to the residents of Trinity County, particularly the underserved and underrepresented members of the community, such as the elderly and disabled. Efforts are made to attain geographic and minority representation on the council. The SSTAC meets throughout the year on transit issues and provides recommendations to the Commission on unmet transit needs. The SSTAC also acts as the advisory committee for regular updates of the Short Range Transit Development Plan and Coordinated Plan.

Additionally, the TCTC regularly advertises and appoints interested citizens to assist with transportation planning projects. Since there are no local television or radio stations and only one “adjudicated” local newspaper published weekly, advertisements are published in the weekly paper. Local transportation planning has citizen input from interested groups and individuals who are usually appointed from each County Supervisor’s district in an effort to provide equal representation county-wide. Input from these citizens and from public hearings help develop plans. The TCTC also maintains a website that is updated regularly with current information.
Environmental Review
The OWP is exempt from the California Environmental Quality Act pursuant to Sections 15262 and/or 15276 of the California Code of Regulations. Projects that may have environmental impacts are reviewed on an individual basis.

Linkage between Programs
Each year’s OWP planning activities are linked to both the RTP and previous years’ OWPs. The RTP provides goals, objectives and policies to be reached, and the OWP sets forth specific planning to reach those goals. State mandated planning activities and funding levels also influence annual OWP task development. The OWP’s Rural Planning Assistance funds are used for:

1. Regional planning studies and activities.
2. Regional planning consensus efforts.
3. Regional planning documents, consistent with Federal and State requirements and guidelines.

Fiscal Year 2019/20 Federal Planning Factors:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency.
2. Increase safety of the transportation system for motorized and non-motorized users.
3. Increase security of the transportation system for motorized and non-motorized users.
4. Increase the accessibility and mobility of people and for freight.
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
10. Enhance travel and tourism.

These factors are included in each work element.

TCTC seeks participation from traditionally underrepresented communities (i.e. elderly, disabled, low income, and minority; Black, Hispanic, Asian American, American Indian/Alaskan Native, and Pacific Islander). The TCTC consistently advertises for and appoints representatives from minorities, low-income and community based organizations to committees developing various transportation plans. Individuals on these committees have their concerns and ideas from traditional and non-traditional stakeholders integrated into plans, projects, and policies. In addition, the TCTC advertises public hearings in the local newspaper and through the County Board of Supervisors Office, providing citizens an opportunity to give input on draft transportation documents.

During the execution of Trinity County’s annual Overall Work Program, work elements may be added to or deleted from the OWP. Table II on page 33 lists the summary of funding for each of the work elements.

Overall Work Program Funding
Trinity County Transportation Commission has funded the Fiscal Year 2019/2020 Overall Work Program with funds from a variety of sources, including: Rural Planning Assistance (RPA); Local Transportation Funds; and the State Transportation Improvement Program.

**Recent significant activities accomplishments and planning efforts**

- Regional Transportation Plan adopted 2017;
- Transit Mobility and Awareness Plan (2011);
- Bikeways Master Plan adopted 2004 (Updated May, 2015);
- 2014-2018 Short Range Transit Development Plan (adopted October 28, 2014);
- Coordinated Plan update (adopted October 28, 2014);
- ITS Architecture adopted 2008;
- Blueprint Planning Project completed March, 2015;
- Coordination of transportation planning/administration efforts with local Native American groups;
- Coordination of transportation/administration efforts for public outreach, Environmental Justice, and Title VI requirements;
- Documentation of public involvement and community participation events/activities in the development of the Regional Transportation system, and STIP candidate projects.
**Required Information Element:**

This information describes joint planning activities that occur between Trinity County and Caltrans.

<table>
<thead>
<tr>
<th>Activity</th>
<th>Work Performed by</th>
<th>Products</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regional Planning</td>
<td>Caltrans/RTPA</td>
<td>RTP, RTIP, OWP (see WE’s 601, 605, 606)</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Multimodal Planning</td>
<td>Caltrans/RTPA</td>
<td>Aeronautics, Transit, Bicycle, and Pedestrian Planning (see WEs 602, 603, 604, 605)</td>
<td>Ongoing</td>
</tr>
<tr>
<td>System Planning</td>
<td>Caltrans/RTPA</td>
<td>Transportation Concept Reports, Corridor Management Plans (see WE 601)</td>
<td>Ongoing</td>
</tr>
<tr>
<td>System Management</td>
<td>Caltrans, RTPA, Local Agencies</td>
<td>ITMS Database CTIS Database (see WE 601)</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Project Study Reports</td>
<td>Caltrans, RTPA, Local Agencies</td>
<td>Completed PSR's (see WE 601)</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Local Development Review</td>
<td>Caltrans, RTPA, Local Agencies</td>
<td>Traffic Studies/Environmental Documentation/Mitigation</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Programming</td>
<td>Caltrans/RTPA</td>
<td>STIP, RTIP, FSTIP (see WE 601, 605, 606)</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>
WORK ELEMENT 601
GIS Systems & Transportation System Management

Purpose
To provide funding to build, maintain, and improve technology required to support and enhance transportation and transit planning in Trinity County in coordination with other local and state agencies. The technology includes Geographical Information System (GIS) and Intelligent Transportation Systems (ITS) planning, as well as associated hardware, software, and training needed to perform and communicate planning efforts with other agencies, community groups, and the public.

Previous Accomplishments
A coordinated street and road system within Trinity County emphasizing the Transportation System Management strategies outlined in Trinity County's Regional Transportation Plan is continually updated through this work element. Over the years an extensive GIS data library has been compiled including topographical maps, imagery, development and transportation constraints, and state, federal, and county road alternative transportation networks. Several planning and transportation layers and a geodatabase were created with Blueprint Planning Grant funds, such as an interactive website that allows users access to information using GIS data. TCTC continuously coordinates with other county departments, neighboring counties, and Caltrans.

Discussion
GIS and related technology play key roles in numerous projects of local, regional and statewide significance. The technology and graphics described in this work element are used during communication and coordination. ITS improves safety, mobility and capacity through the use of technology throughout the County and region.

TASK/ACTIVITY
All of the following tasks are connected to RTP planning, including for the next RTP update, which will start in 2020. These tasks include using ITS and GIS to assess regional priorities and participate in the system planning process in development of the RTP (ongoing).

1. Maintain basemaps, including Assessor Parcel alignments as available, countywide layers showing development potential, signs, bridges, active transportation network, constraints and other layers useful for scenario assessments (quarterly)
2. Document environmental and cultural resources, and develop and improve coordination between agencies using GIS and other computer-based tools (as needed)
3. Continue development of new datasets that enhance transportation and alternative transportation modes, such as aerial photography, demographic databases, roads, ownership, and services (June-July 2020)
4. Review and process annual ESRI software maintenance agreement and invoice (July/August 2019)
5. Continue GIS data updates as necessary for the interactive website that was completed in 2014/15 as it pertains to the RTP (quarterly)
WORK ELEMENT 601 (Continued)
GIS Systems & Transportation System Management

TASK/ACTIVITY (cont.)

6 Coordinate broadband use on State Highway System (as needed)
7 Coordinate with Caltrans, District 2 and regional stakeholders on ITS architecture (as needed)
8 Explore applications for ITS in rural areas for transportation and transit (quarterly)
9 Review Caltrans System Planning products; examples include: District System Management Plans and Corridor Management Plans (quarterly)
10 Explore and research feasibility of integrating Pavement Management into GIS for planning and monitoring (July-June)
11 Maintain and development methods for public access and interactive use of GIS mapping to enhance public participation opportunities (quarterly)
12 Continue updates of GIS layers and geodatabase for information on County website and to make data available to transportation partners (quarterly)
13 Provide GIS training for TCTC staff, such as attending technical training (as available)

Products

<table>
<thead>
<tr>
<th>Product Description</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>GIS datasets available to agencies and public</td>
<td>Quarterly</td>
</tr>
<tr>
<td>GIS project development to support transportation and transit planning</td>
<td>Quarterly</td>
</tr>
<tr>
<td>Update of interactive online map services</td>
<td>Quarterly</td>
</tr>
<tr>
<td>GIS integration of pavement and sign databases</td>
<td>Quarterly</td>
</tr>
<tr>
<td>Transportation and transit presentations for meetings and online posting</td>
<td>Monthly</td>
</tr>
<tr>
<td>Digital backups of transportation planning documents and meeting notes and drawings</td>
<td>Monthly</td>
</tr>
<tr>
<td>ADT traffic data</td>
<td>Monthly</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>601 Product Estimate</th>
<th>RPA</th>
<th>RPA Carryover</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>TCTC Staff</td>
<td>$4,600</td>
<td></td>
<td>$4,600</td>
</tr>
<tr>
<td>Consultant</td>
<td>$15,000</td>
<td>$15,000</td>
<td></td>
</tr>
<tr>
<td>ESRI Maintenance</td>
<td>$400</td>
<td></td>
<td>$400</td>
</tr>
<tr>
<td>Total</td>
<td>$20,000</td>
<td>$</td>
<td>$20,000</td>
</tr>
</tbody>
</table>

Consultant=TCRCD
WORK ELEMENT 602

Public and Specialized Transportation

Purpose
With the aim of developing the goals of the RTP, to achieve a public and specialized transportation system consistent with the needs of residents of Trinity County and regional intercity transit users and the policies of the TCTC, while efficiently utilizing available funding. The TCTC provides application review and programming support for local social service agencies with regard to the 5310 and 5311 Federal Transit Administration (FTA) programs. The Regional Transportation Planning Agency is responsible for the annual unmet transit needs process. The RTPA must determine that all transit needs that are "reasonable to meet" are being met before TDA allocations can be used for non-transit purposes. This task is accomplished with the assistance of the Social Services Transportation Advisory Council (SSTAC).

Previous Accomplishments
Planning assistance to the County regarding intercity bus route service expansion between Shasta and Humboldt County. Coordinated Public Transit-Human Services Transportation Plan, and Short Range Transit Development Plan and updates, Transit Mobility and Awareness Plan, coordination with social service agencies, research and planning for bus stop safety improvements. Review and coordination with the social service agencies with regard to various FTA guidelines and applications, including 5310.

Discussion
This work element contains tasks that identify and document transportation facilities, projects and services required to meet local, regional and interregional mobility and access needs. In FY 2015/16 staff began the process of developing a Transportation Emergency Management Plan. Development continues as portions of the plan are created. This is an informed process as policy and actions require it to be updated and will continue as FTA Circular updates become available for rural agencies. Collaborative efforts with a regional focus are coordinated to strengthen partnerships and effectively plan for natural disasters that have a transportation impact on the local and regional area.

The TCTC began an update of the 2014-2018 Short Range Transit Development Plan (SRTDP) and Public Transit Human Services Coordinated Plan in FY 2019/2020. In spring of 2019 a Request for Proposal was prepared and distributed to qualified consultants. The RFP was published to the Trinity County Transportation Commission website and was also published on the website CipList.com, which allows for a wider range of entities to view the document. A consultant was selected in March of 2019 and the kick-off to the project was in May.

TASK/ACTIVITY
All of the following activities are designed in order to achieve the development of the RTP’s purpose and objectives and to be consistent with the RTP.

1. Review and apply for potential “transportation planning grants” to fund such planning studies as the Short Range Transit Development Plan and Coordinated Plan, the marketing plan, etc., to ensure compatibility with regional goals and policies (July-June)
2. Monitor transit reports (ridership, expenditures, and revenue), transit facilities, and plan service improvements as needed (monthly and quarterly)
3. Review transit programs/planning efforts and proposed changes affecting transit performance planning with the Social Service Transportation Advisory Council (January –April)
4. Conduct regional transit needs assessments and transit marketing plans as appropriate (July-June)
WORK ELEMENT 602 (Continued)
Public and Specialized Transportation

TASK/ACTIVITY (cont.)

5 Gather data for updates to the SRTDP, Coordinated Plan, and other planning documents (e.g. Participate in unmet needs hearings, SSTAC performance review meetings, public participation meetings, encouraging active engagement of senior, Native American and other local organizations) (July - June)

6 Attend regular meetings with the Social Service Transportation Advisory Council and report findings to TCTC as they relate to public transportation planning activities, including preparation of transit reports (quarterly)

7 Address gaps and barriers by coordinating with social service agencies, the public, and target groups on transportation needs and options both locally and regionally (January - June)

8 Participate with regional, local and state agencies, the general public and the private sector in planning efforts to identify and plan strategies and policy, program and actions in implementing long term climate adaptation planning (July - June)

9 Attend monthly Partnership in Action For Trinity Health (PATH) meetings to coordinate, plan and promote active transportation and public transportation use (July – June)

10 Update planning documents to incorporate ITS elements, such as transit elements researched by Partners for Advanced Transit and Highways, automatic vehicle location, mobile data terminal and display, improved communication systems, electronic fare boxes, (quarterly)

11 Continue exploring opportunities to coordinate “non-emergency medical transportation services” to adjacent counties and improve coordination of transit services, including with regional and national transit agencies to improve safety, effectiveness and efficiency of transit service (quarterly)

12 Identify and document transportation facilities, projects and services required to meet regional and interregional mobility and access needs (ongoing)

13 Identify right of way for future public transportation projects, including facilities for transit improvements such as future bus stop improvements and maintenance facilities (as needed)

14 Continue development of a Transportation Emergency Management Plan in response to local/regional events as they occur. Research and attend training as available (July- June)

15 Review FAST Act and FTA regulations as needed. Review applications and programming of funds as it relates to the TIP process. (July-June)

16 Monitor and review implementation and coordination of the Short Range Transit Development Plan and Coordinated Plan with SSTAC (July-June)

17 Review of 5310 applications & programming of funds as it relates to the TIP process for eligible planning activities (March- June)

18 Attend transit conferences to gain knowledge from other agencies on transportation planning efforts, coordination, and receive legislative updates as it relates to the RTP. Including Mobility Management, Civil Rights requirements, linking transportation to recreational areas, coordinating/partnering with transportation networks, etc. ( ongoing)

19 Data planning and collection for performance reports and SRTDP updates (quarterly)

20 Coordinate with NSSR and SRTA to ensure regional public transportation connections with the proposed I-5 Corridor Express through meetings etc. (quarterly)

21 Develop materials for civic organizations outreach and other speaking opportunities regarding alternative forms of transportation (quarterly)

22 Participate in developing plans and strategies to improve coordination of public (Coordinated Plan), private, specialized and human service transportation services
WORK ELEMENT 602 (Continued)

Public and Specialized Transportation

through partnerships with other agencies and the California Association for Coordinated Transportation (CalACT). Review and comment on State and Federal actions/regulations that could affect public transportation systems or programs in Trinity County (quarterly)

23 Conduct outreach efforts to the traditionally under-represented and underserved populations, such as the elderly, disabled, low-income, and minority community groups (ongoing)

24 Coordinate with Shasta Regional Transportation Agency as they plan for the “Salmon Runner” intercity bus service between Redding and Sacramento.

25 Attend trainings and legislative meetings regarding zero emission buses as available.

<table>
<thead>
<tr>
<th>Products</th>
<th>Public and Specialized Transportation</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Documentation of unmet transit needs</td>
<td>Quarterly</td>
</tr>
<tr>
<td>2</td>
<td>Coordinated implementation of Coordination Plan and Transit Development Plan</td>
<td>Quarterly</td>
</tr>
<tr>
<td>3</td>
<td>Public requests for public transit needs</td>
<td>Quarterly</td>
</tr>
<tr>
<td>4</td>
<td>Transit reports, statistics and performance monitoring data</td>
<td>Monthly</td>
</tr>
<tr>
<td>5</td>
<td>Meeting packets for SSTAC, minutes, project specific updates to the website, public hearing notices and final report</td>
<td>as needed</td>
</tr>
<tr>
<td>6</td>
<td>Transportation Emergency Management Plan</td>
<td>June 2020</td>
</tr>
<tr>
<td>7</td>
<td>Plans for Transit Maintenance Facility</td>
<td>June 2020</td>
</tr>
<tr>
<td>8</td>
<td>Update of the SRTDP and Coordinated Plan</td>
<td>June 2020</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>602 Products Estimate</th>
<th>RPA</th>
<th>RPA Carryover</th>
<th>LTF</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>TCTC Staff</td>
<td>$26,600</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>$26,600</td>
<td></td>
<td></td>
<td>$26,600</td>
</tr>
</tbody>
</table>
WORK ELEMENT 602.3
Short Range Transit Development Plan and Coordinated Plan

Purpose
The Trinity County Transportation Commission adopted the current Short Range Transit Development Plan (2014-2018) in October of 2014. Most of the action items in that plan have been met. Trinity Transit, operated by the County of Trinity, is the only public transportation service in the County. Four fixed routes serve local communities, and intercity bus service is provided to neighboring Shasta and Humboldt County, where transit-dependent populations have an opportunity to connect to regional and national bus systems. The intercity service also allows transportation options for transit-dependent populations who need non-emergency medical service in urban areas. This allows them to see specialists at medical facilities in the urban areas.

To meet transportation needs in rural areas, programs such as a Transportation Assistance Program, that is administered by one of our stakeholders has been successful for many years. This program was developed and implemented after a demand response type transportation need was identified in the process of preparing a previous Short Range Transit Development Plan. The program provides transportation assistance through gas vouchers and bus passes to qualifying participants. The success of this unique program shows the importance of a public process that is available to all residents, and input from local stakeholders and social service agencies.

Discussion
With TCTC being successful in receiving grant funding for the Short Range Transit Development Plan, a strategic public process and coordinated effort will come together to develop the 2019-2023 SRTDP, under the guidance of the Social Service Transportation Advisory Council (SSTAC). In winter 2019, an RFP was prepared and listed on the website CIPList.com, and in early spring 2019, the process of reviewing and selecting a consultant took place. This is a crucial time for an update to the SRTDP. Due to the low population of the county (13,571) the return on Local Transportation Funds (LTF) and State Transit Assistance Funds (STA), the county is dependent on federal funding programs such as the 5311 and 5311F program. Funding reductions to the 5311F program has forced Trinity Transit to decrease route service on all routes. To continue operations, Trinity Transit will need to further reduce service over the next few years in order to meet the reduction of existing and future funding levels. Since an update to the SRTDP includes a rigorous public process staff is funding an update to the Coordinated Plan with RPA funds that will be completed concurrently with the SRTDP. It is anticipated that both plans will be completed at the end of the 2019/2020 fiscal year.

TASK/ACTIVITY

1. Project Initiation and Administration
   1.1 Administration: Monitor ongoing progress of project, prepare quarterly reports, and invoice as required. Oversee ongoing contract management (July 2019)
   1.2 Preliminary Review of Performance of Services (July 2019)
   1.3 Review of Available Documents (July 2019)
   1.4 Initial Policy Assessment (July 2019)
   1.5 Draft Onboard Survey Instrument (July 2019)
   1.6 Draft Human Service Agency Inventory Guide (July 2019)
   1.7 Demographic Analysis (July 2019 – August 2019)
   1.8 Agenda/Schedule for Four-Day Site Visit (July 2019 – August 2019)
   1.9 Phase I Working Paper (July 2019 – August 2019)

2. Assessment of Existing Transportation Services and Performance
   2.1 Logistics for Site Visit (August 2019)
2.2 Conduct On-Board Survey (August 2019 – September 2019)
2.3 Eight Public Workshops (August 2019 – September 2019)
2.4 Agency Project Development Workshop (August 2019 – September 2019)
2.5 Stakeholder Workshops and Interviews (August 2019 – September 2019)
2.6 First Meeting with the SSTAC (August 2019 – September 2019)
2.7 Summary of Four-Day Site Visit Results Working Paper (October 2019)

3. Public Outreach and Identification of Current and Future Transit Needs
   3.1 Conduct Human Service Agency Inventory/Update Unmet Transportation Needs (October 2019 – November 2019)
   3.2 Finalize Assessment of Existing Service Performance (October 2019 – November 2019)
   3.3 Conduct Peer Analysis (October 2019 – November 2019)
   3.4 Evaluate Service Alternatives for SRTDP (October 2019 – November 2019)
   3.5 Strategies for Coordinated Plan (October 2019 – November 2019)
   3.6 Fare Analysis Alternatives (October 2019 – November 2019)
   3.7 Evaluate Capital Needs (October 2019 – November 2019)
   3.8 Financial Scenarios (October 2019 – November 2019)

4. Policy Element
   4.1 Marketing Plan (January 2020 – February 2020)
   4.2 Finalize Policy Element (January 2020 – February 2020)
   4.3 Service Plan (January 2020 – February 2020)
   4.4 Operating and Capital Financial Plan (January 2020 – February 2020)
   4.5 Administrative Draft of SRTDP (February 2020)
   4.6 Draft SRTDP and Public Presentation to SSTAC (January 2020 – February 2020)
   4.7 Final SRTDP (February 2020)

5. Identify and evaluate performance indicators as set forth in the Transportation Development Act
   5.1 Recommended Strategies and Program Goals to Address Mobility Needs and Gaps (March 2020)
   5.2 Administrative Draft of the Coordinated Plan (February 2020)
   5.3 Draft Coordinated Plan and Public Presentation to the SSTAC (March 2020)
   5.4 Final Coordinated Plan (April 2020 – May 2020)
WORK ELEMENT 602.3
Short Range Transit Development Plan and Coordinated Plan (Continued)

<table>
<thead>
<tr>
<th>602.3 Products Estimate</th>
<th>RPA</th>
<th>RPA Grant</th>
<th>LTF</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consultant</td>
<td>$30,000</td>
<td>$54,409</td>
<td>$5,500</td>
<td>$89,909</td>
</tr>
<tr>
<td>Total</td>
<td>$30,000</td>
<td>$54,409</td>
<td>$5,500</td>
<td>$89,909</td>
</tr>
</tbody>
</table>

Refer to Addendum One for the full scope of work and timeline
WORK ELEMENT 603
Multi-Modal Transportation Planning

Purpose
To encourage the development and connectivity of multi-modal facilities for various modes of transportation. Transportation uses may be comprised of active transportation and recreational transportation, such as pedestrian, equestrian, and off-highway vehicles (OHV). Monitor and encourage the use of those facilities by preparing an Active Transportation Plan, and updating the Bikeways Master Plan (BMP) as needed.

Previous Accomplishments
Bikeways Master Plan accepted by the Trinity County Transportation Commission (May 2015), preparation of an Active Transportation Plan, and participation in “Partnership in Action for Trinity Health” (PATH), a community group that promotes healthy life styles for Trinity County residents. In April of 2019 PATH held an active transportation event that included closure of Lance Gulch Road – a county road, to have a fun run and promote active transportation by encouraging people to use other modes of transportation for their daily needs.

Discussion
During 2015, an update to the Bikeways Master Plan was completed. In fall of 2018 and winter of 2018/19, coordination continued with Trinity County RCD and GHD consultants to develop the Active Transportation Plan. It is the goal of the TCTC to continue coordination efforts to facilitate and further develop and improve facilities for bicyclists, pedestrians, OHV’s, and equestrians with local and regional access in mind. Included in the overall goals of this work element is participation in Caltrans’ planning and partnership efforts to develop an integrated multi-modal transportation network in balance with community goals, plans and values. The ATP is scheduled for completion in July of 2019

TASK/ACTIVITY

1. Oversee completion of the Active Transportation Plan due July, 2019 and closeout (Jul-Dec)
2. Plan, coordinate, connect multi-modal transportation routes for pedestrian, bicycle, equestrian, and OHV routes in rural areas as part of the RTP (July-June)
3. Coordinate and consult with local agencies such as the Weaver Basin Trails Committee, Trinity Trails Alliance, Resource Conservation District, and the Watershed Center to plan for local and regional connection of roads and trails
4. Work with local schools to promote bicycle and pedestrian activities by identifying potential improvements on local and state roads (July-June)
5. Plan for non-motorized routes, pedestrian walkways and shoulder widening improvements to airports in the RTP (July-June)
6. Continue participation in PATH to promote active transportation (June - July)
7. Review Active Transportation Program (ATP) applications as a training opportunity, and participate in the development of ATP guidelines (July-June)
8. Coordinate with partnering agencies regarding access from local streets/roads Maintenance Level 3 roads proposed for OHV accessibility (July-December)
9. Interact with local agencies and interest groups concerning the needs of multi-modal transportation planning (July-April)
10. Explore better linkage between transit services and multi-modal usage locally and regionally, such as bus stops near bike and pedestrian trails (Aug - June)
11. Updates to the BMP (as needed)
WORK ELEMENT 603 (Continued)
Multi-Modal Transportation Planning

TASK/ACTIVITY

<table>
<thead>
<tr>
<th>Product</th>
<th>Multi Modal</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Active Transportation Plan</td>
<td>Jun-20</td>
</tr>
<tr>
<td>2</td>
<td>Updates to the BMP</td>
<td>Jun-20</td>
</tr>
<tr>
<td>3</td>
<td>Aerial video and photos for planning purposes</td>
<td>Jun-20</td>
</tr>
<tr>
<td>4</td>
<td>Press releases, news articles, and social media posts</td>
<td>As needed</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>603 Product Estimate</th>
<th>RPA</th>
<th>RPA Carryover</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>TCTC Staff</td>
<td>$</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Consultant</td>
<td>$</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Total</td>
<td>$</td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>
WORK ELEMENT 604
Aviation Planning

Purpose
To assist in airport focused studies leading toward upgrading and/or maintaining existing air services, safety and the interface of aviation activities with ground transportation systems and surrounding land uses.

Previous Accomplishments
Hired a consultant to complete an Airport Layout Plan Update and Narrative Report for Ruth Airport, and coordinated with FAA to prioritize future airport planning projects. Participated in aviation policy development activities with Division of Aeronautics and surrounding north state counties. Participated in state-wide working groups addressing intermodal transportation activity and linkages between airports and ground modes of transportation. Completed county-wide Airport Land Use Compatibility Plans (ALUCP), particularly addressing interrelationships of ground access, noise, and safety elements of Aviation Planning. Completed GIS overlays of ALUCP and airport safety zones for use as planning tool and for public access to the information. Updated Aviation Element of RTP (2011).

Discussion
The focus of this element will include coordination of transportation planning activities with the Airport Advisory Committee, and an update of the Aviation Element for the Trinity Regional Transportation Plan update. This also includes updating the five airport medium-term projects, over the next ten years, in the Caltrans online Airport System Manager, caltransasm.com.

TASK/ACTIVITY
1. Review ground access elements of aviation planning (quarterly)
2. Coordinate with Airport Advisory Committee regarding participation at RTPA aviation system planning and working group meetings (quarterly)
3. Explore opportunities to improve goods movement by more effectively developing and using airport facilities and coordinated planning with ground access (ongoing in coordination with Airport Advisory Committee & potential for business utilization)
4. Participate in review of ground transportation improvements in relation to airport safety and explore methods to improve connectivity between airport facilities and ground modes of transportation, including bicycle, pedestrian, transit and motor travel as integral elements of a complete transportation system. Consider "Health in All Policies" objectives when planning transportation projects, as feasible and within the authority of the Commission (quarterly)
5. Attend meetings for legislative updates related to airport improvement programs from FAA and Caltrans Aeronautics (quarterly)
6. Update Airport Capital Improvement Plans (ACIP’s) in Caltrans online Airport System Manager, caltransasm.com (quarterly).
7. Participation in evaluating plans for land use projects within an airport's area of influence for compatibility with applicable Airport Land Use Compatibility Plans particularly in relation to ground modes of transportation (July-June)
Aviation Planning

1. Aviation Element for the Trinity County Regional Transportation Plan Update
   July – Nov
2. Updates on legislation and funding programs for airport capital improvements for inclusion in the RTP
   Ongoing

<table>
<thead>
<tr>
<th>604 Product Estimate</th>
<th>RPA</th>
<th>LTF</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>TCTC Staff</td>
<td>$</td>
<td>5,000</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>$</td>
<td>5,000</td>
<td>$ 5,000</td>
</tr>
</tbody>
</table>
WORK ELEMENT 605
Regional Transportation Planning

Purpose
To prepare and adopt a regional transportation plan directed at achieving a coordinated and balanced regional transportation system, including but not limited to, non-motorized transportation, public transportation, highway, goods movement and aviation facilities and services; incorporating, as appropriate, the transportation plans of the county, special districts, private organization, Native American tribal governments, state and federal agencies. The RTP is the core document that outlines the County’s transportation planning goals and the projects that will meet these goals.

Previous Accomplishments
Adopted 2016 Regional Transportation Plan on June 6, 2017. Adopted Negative Declaration for 2016 RTP. Incorporated Blueprint Planning with the RTP update. Coordinated the RTP update with county effort to update its General Plan. Completed RTP Amendment No. 1 to add a Caltrans partnership project.

Discussion
The RTP represents a 20-year planning horizon and is prepared in compliance with state and federal regulations governing regional transportation planning. Regional trends such as population growth, demographics, housing characteristics, and all modes of transportation are discussed and considered as part of the RTP. It must be updated every 5 (five) years and contains a discussion of regional transportation issues, problems, and possible solutions accompanied by respective goals, objectives, and policies.

Development and update of the RTP is a process that builds on the previous document and takes into consideration recent efforts and completed projects. The cornerstone of the TCTC RTP is the public vetting process. Holding community public meetings to review the current project list and discuss new projects is the best way to discuss what is currently proposed, and what would be desired. The draft list from the community meetings is introduced to the TCTC in an open public workshop to discuss and make recommendations for the draft RTP.

After the meetings are completed, an environmental (CEQA) document is prepared based on the projects generated through the public process. The CEQA document and Draft RTP are available for a thirty day public review. At the same time it is reviewed by Caltrans, and other agencies as required. The TCTC considers adoption of the RTP in a public hearing after the public circulation is complete and changes have been made to the draft document.

TASK/ACTIVITY
1. Assess regional priorities and participate in the system planning process on an ongoing basis. Comment on policies, procedures and mandates under development. Prepare for and attend Regional Transportation Planning Agency executive secretary meetings as requested (ongoing)
2. Using StreetSaver program for the Pavement Management System maintain the database to estimate needs, set targets, prioritize investments, monitor progress and performance, and inform RTP priorities (Consultant)
3. Utilize the Pavement Management System to inform decision making and priority setting in the Regional Transportation Plan as projects are considered for funding opportunities (July-June)
4. Develop partnerships with local agencies responsible for land use decisions to facilitate coordination of transportation planning with land use, open space, job-housing balance, environmental constraints, and growth management to support the RTP (ongoing)
WORK ELEMENT 605 (continued)

Regional Transportation Planning

5. Continue data collection for vehicle traffic levels-ADT for future RTP development (July-June)
6. Update capital improvement needs, and monitor roadway rehabilitation needs to preserve existing infrastructure and facilities (July-June)
7. Work with Caltrans and CTC staff to process STIP requests and amendments (Sep-June)
8. Gather data to develop the 2020 Databook/economic and demographic profile of Trinity County to document progress toward economic issues impacted by transportation and support RTP development (Nov-February)
9. Participate with regional, local and state agencies, the general public and the private sector in planning efforts to identify and plan policies, strategies, program and actions that maximize and implement the regional transportation infrastructure to support the RTP document (July-June)
10. Participate in Caltrans planning and partnership efforts to develop an integrated multimodal transportation network in balance with community goals, plans and values to support the RTP document (DD-64-R2) (July-June)
11. Post transportation articles and documents to the TCTC website that inform the public regarding planning activities that support the Regional Transportation Plan update as it is developed (July - June)
12. Attend “Vehicle Miles Travel” trainings as available

Product Regional Transportation Planning Schedule

1. Annual subscription StreetSaver Program software (Consultant) June 2020
2. Annual report on Pavement Management System (Consultant) June 2020
3. Vehicle Traffic Levels data (Staff) June 2020
4. 2020 Databook (Consultant) June 2020
5. Public information and updates regarding the RTP and projects (Staff) June-Jul 2020

<table>
<thead>
<tr>
<th>Product</th>
<th>Regional Transportation Planning</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Annual subscription StreetSaver Program</td>
<td>StreetSaver Program software (Consultant)</td>
<td>June 2020</td>
</tr>
<tr>
<td>3. Vehicle Traffic Levels data</td>
<td>Vehicle Traffic Levels data (Staff)</td>
<td>June 2020</td>
</tr>
<tr>
<td>4. 2020 Databook</td>
<td>2020 Databook (Consultant)</td>
<td>June 2020</td>
</tr>
<tr>
<td>5. Public information and updates</td>
<td>Public information and updates (Staff)</td>
<td>June-Jul 2020</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>605 Estimate</th>
<th>RPA</th>
<th>RPA Carryover</th>
<th>Road Fund</th>
<th>PPM</th>
<th>LTF</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff</td>
<td>$5,400</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$5,400</td>
</tr>
<tr>
<td>Consultant</td>
<td>$15,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$15,000</td>
</tr>
<tr>
<td>Total</td>
<td>$20,400</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$20,400</td>
</tr>
</tbody>
</table>

Consultant=6,000-Chico State/demographic, 9,000-PMS,
WORK ELEMENT 606

Coordination

Purpose
The purpose of this work element is to conduct activities that promote coordination in regional transportation planning activities and respond to state and federal requirements. This work element helps TCTC staff understand the very complicated funding sources for transportation projects to ensure appropriate funding sources are used.

Previous Accomplishments
Coordination with partner agencies locally and regionally to understand transportation funding and include tasks in the OWP. Reports to the TCTC regarding funding. Monitoring of proposed funding rule making and legislation as it relates to the RTP.

Discussion
Interacting with other agencies, representatives, and stakeholders to understand and share legislation and regulatory information that affects transportation planning, especially in rural areas, is the best way to ensure future funding for the TCTC. The TCTC has participated in technical studies and decisions regarding funding, transportation plans, and projects which brings consistency locally and regionally.

TASK/ACTIVITY
1. Maintain transportation planning files, correspondence and data (July-June)
2. Provide support to Technical Advisory Committee, TCTC, stakeholders, and the public (ongoing)
3. Participate in meetings/workshops as related to transportation planning, such as: Trinity County Transportation Commission, Technical Advisory Committee; District 2 RTPA, Rural Counties Task Force, California Transportation Commission, North State Super Region, CalACT, Regional Transportation Planning Agencies, Highway Safety Program Committee, and Transportation Co-Op Committee (quarterly)
4. Monitor and track transportation legislation activities and provide updates and analysis in the form of presentation to the TCTC (July-June)
5. Participate in the Collaborative Long Range Transportation Plan (CLRTP) with Federal Land Management Agency, Caltrans, Program Decision Committee (PDC), and other local agencies to discuss needs for federal lands access, including the Trinity Alps Wilderness Access Routes – Improvement Study (July-June)
6. Provide Public Hearings notices and make written material available in advance for interested persons or groups (monthly)
7. Maintain the TCTC website and post transportation articles and documents that inform the public regarding planning activities that pertain to Transportation Planning (monthly)
8. Review and comment on State and federal actions/regulations that could affect transportation systems or programs locally or regionally (as needed)
9. Attend governmental and professional conferences and training as it relates to the RTP (as available)
10. Prepare available planning grant applications for transportation planning activities (as available)
11. Participate in Transportation Emergency and Planning activities to support the RTP, including attending local and regional meetings as requested by the Trinity County Office of Emergency Services (as requested)
12. Review and update of the Policies and Procedure Manual for transportation planning (July-June)
WORK ELEMENT 606 (continued)
Coordination

<table>
<thead>
<tr>
<th>Products</th>
<th>Coordination</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Public information/updates such as meetings, presentations, website</td>
<td>Quarterly</td>
<td></td>
</tr>
<tr>
<td>2. Policies and Procedure Manual as it relates to the OWP</td>
<td>Quarterly</td>
<td></td>
</tr>
<tr>
<td>3. Commission packets, correspondence</td>
<td>Quarterly</td>
<td></td>
</tr>
<tr>
<td>5. Reports on transportation related planning activities, including</td>
<td></td>
<td>Quarterly</td>
</tr>
<tr>
<td>Recommendations in TCTC reports.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Year-End Package</td>
<td></td>
<td>June 2020</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>606 Estimate</th>
<th>RPA</th>
<th>RPA Carry-over</th>
<th>LTF</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff</td>
<td>$28,000</td>
<td></td>
<td></td>
<td>$28,000</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td>$28,000</td>
</tr>
</tbody>
</table>
WORK ELEMENT 607

Overall Work Program

Purpose
The purpose of this work element is to prepare and provide oversight to an annual work program and corresponding budget in accordance with state and federal requirements. The Overall Work Program describes the transportation planning activities that the TCTC will perform during the ensuing fiscal year as integral elements of regional transportation planning and programs. The budget is an estimate of the expenditures necessary to support the work program and the funding sources assigned to each element. The work program is a requirement of state and federal statutes and regulations in order for the work elements to be eligible for state and federal transportation planning funds. The document is assembled in coordination with Caltrans.

Previous Accomplishments
Planning, preparing, adopting, and amending the annual Overall Work Program and Overall Work Program Agreement, preparing quarterly progress reports, and associated grant projects, mid-year review, review annual financial audits as they relate to the OWP.

Discussion
Planning and preparing the Overall Work Program (OWP) ensures that the TCTC is functioning as the Regional Transportation Planning Agency (RTPA), and meeting mandated planning responsibilities required of all RTPA’s. It includes development of Work Element tasks and preparation of the budget for the annual OWP; coordination; and support for the agency’s personnel management and operational needs.

TASK/ACTIVITY
1. Prepare the narrative planning progress report to Caltrans (quarterly)
2. Prepare amendments to the 2019/20 OWP and OWP agreement as needed (quarterly)
3. Plan and prepare draft and final FY 2020/21 annual Budget and OWP (Feb-May)
4. Prepare TCTC agenda items as they relate to the OWP (monthly)

Products Regional Transportation Planning Schedule
1. Narrative planning progress reports Quarterly
2. OWP Amendments and agreements As needed
3. 2020/2021 OWP (Final) 6/30/2020
4. Agenda items, resolutions, minutes 6/30/2020
5. 2020/21 OWP (Draft) 3/01/2020
6. “Year End Package” 6/30/2020

<table>
<thead>
<tr>
<th>607 Estimate</th>
<th>RPA</th>
<th>Carry-over</th>
<th>LTF</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff</td>
<td>$13,000</td>
<td></td>
<td>$5,000</td>
<td>$18,000</td>
</tr>
<tr>
<td>Total</td>
<td>$13,000</td>
<td></td>
<td>$5,000</td>
<td>$18,000</td>
</tr>
</tbody>
</table>
WORK ELEMENT 6200
Planning Programming and Monitoring

Purpose
Recurring tasks and activities including Regional Transportation Improvement Program (RTIP), State Transportation Improvement Program (STIP) and development of the Regional Transportation Plan.

Objective
To identify and develop projects for the region's transportation programming needs that are consistent with the Regional Transportation Plan for future allocations.

Discussion
Financial planning and programming the RTIP and STIP for local road construction and multi-modal transportation projects involves coordination with state, federal, and local agencies. This process also includes developing and preparing various project study reports, allocation requests, amendments, and monitoring implementation.

One such coordination effort involves the Federal Highway Administration (FHWA) Central Federal Lands (CFL) division, as well as the US Forest Service (USFS). In partnership with these agencies, Trinity County is conducting a study to identify and prioritize improvement projects on several roads within the County that provide recreational access into the Trinity Alps Wilderness.

TASK/ACTIVITY

1. Prepare various project study reports for the 2020 STIP
2. Prepare the Trinity Alps Wilderness Access Routes – Improvements Study
3. Plan for next RTIP
4. STIP - Program Maintenance (Allocation Requests, Extension Requests, etc.)
   Monitoring Implementation

Products: Planning Programming and Monitoring

<table>
<thead>
<tr>
<th>Product/Study</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regional Transportation Improvement Plan</td>
<td>July-June</td>
</tr>
<tr>
<td>State Transportation Improvement Plan (amendments, allocations, etc.)</td>
<td>July-June</td>
</tr>
<tr>
<td>Trinity Alps Wilderness Access Routes – Improvements Study</td>
<td>July-Dec</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>6200 Product Estimate</th>
<th>RPA</th>
<th>RTIP/STIP</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Total</td>
<td>$</td>
<td>$ 90,000</td>
<td>$ 90,000</td>
</tr>
</tbody>
</table>

2019/2020 OWP
WORK ELEMENT 6230

Active Transportation Plan

Purpose
To develop a county-wide Active Transportation Plan (ATP) that will increase the validity, purpose, and value of projects involving bicycling and walking by including them in a deliberate and cohesive strategy to improve the County's active transportation network.

TASK/ACTIVITY (remaining as of 3/1/2019)
1. Continue public outreach meetings and surveys
2. Establish Potential Active Transportation Routes Including Safe Routes to School, ADA-Compliant Trails and Multimodal Trails throughout the County
3. Complete Conceptual Drawings
4. Analyze Costs
5. Identify potential funding sources
6. Complete draft potential Active Transportation routes including Safe Routes to Schools, ADA-Compliant Trails, and Multimodal Trails Chapters
7. Public Outreach Meetings and TCTC
8. Complete Final drafts of Potential Active Transportation Routes

<table>
<thead>
<tr>
<th>Products</th>
<th>Regional Transportation Planning</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.4</td>
<td>Meeting notes, participant list, and summary of goals and objectives</td>
<td>July 19</td>
</tr>
<tr>
<td>3.5</td>
<td>Evaluation of existing conditions, goals and objectives chapter</td>
<td>July 19</td>
</tr>
<tr>
<td>4.1</td>
<td>Summaries of trainings and site visits, identification of active transportation routes, summary of recommendation to reduce collision, injury, and fatality statistics</td>
<td>July-Aug 19</td>
</tr>
<tr>
<td>4.2</td>
<td>Description of trail features and treatments; list of coordinate values for recommended trail features and treatments</td>
<td>July-Aug 19</td>
</tr>
<tr>
<td>4.3</td>
<td>List of landownership, permitting requirements, and GIS maps of existing &amp; potential active transportation facilities from task 3.2</td>
<td>July-Aug 19</td>
</tr>
<tr>
<td>4.4</td>
<td>Geodatabase files, hard and digital copies of conceptual drawings &amp; analysis</td>
<td>July-Aug 19</td>
</tr>
<tr>
<td>4.5</td>
<td>Cost Analysis Report including past expenditures for bicycles &amp; pedestrian projects &amp; programs</td>
<td>July-Aug 19</td>
</tr>
<tr>
<td>4.6</td>
<td>Matrix of potential funding sources</td>
<td>July-Aug 19</td>
</tr>
<tr>
<td>4.7</td>
<td>Draft Potential Active Transportation Routes including SRTS, ADA Compliant, &amp; Multimodal Trails Chapter</td>
<td>July-Aug 19</td>
</tr>
<tr>
<td>5.2</td>
<td>Complete Potential Active Transportation Routes including SRTS, ADA Compliant trails &amp; Multimodal Trails Chapter</td>
<td>July-Aug 19</td>
</tr>
<tr>
<td>6.1</td>
<td>Trinity County Active Transportation Plan Draft proposed for adoption including all components outlined in local assistance program guidelines</td>
<td>July-Aug 19</td>
</tr>
<tr>
<td>6.2</td>
<td>Meeting notes, adopted Trinity County Active Transportation Plan Final Report</td>
<td>July-Sep 19</td>
</tr>
<tr>
<td>7.1</td>
<td>Invoicing</td>
<td>July-Sep 19</td>
</tr>
<tr>
<td>7.2</td>
<td>Quarterly Reports</td>
<td>July-Sep 19</td>
</tr>
<tr>
<td>7.3</td>
<td>Final Report of Expenditures</td>
<td>July-Sep 19</td>
</tr>
</tbody>
</table>
### WORK ELEMENT 6230 (continued)

<table>
<thead>
<tr>
<th>6230 Product Estimate</th>
<th>RPA</th>
<th>RPA Carryover</th>
<th>LTF</th>
<th>ATP</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff</td>
<td>$</td>
<td>$ 600</td>
<td></td>
<td>$30,000</td>
<td>$30,600</td>
</tr>
<tr>
<td>Total</td>
<td>$</td>
<td>$ 600</td>
<td></td>
<td>$30,000</td>
<td>$30,600</td>
</tr>
</tbody>
</table>
WORK ELEMENT 6450

Transit Development Act (TDA) Administration and Fiscal Management

Purpose
Recurring office activities such as maintenance of records, data transcription and legal counsel, state controller reports, TDA fiscal and performance audits, TDA findings and allocations, Unmet Needs process, SSTAC support. TDA fiscal and performance audits, annual state controller report, TDA findings and allocations.

Objective
Administer TDA funds in compliance with laws and regulations.

Discussion
Public participation is a key component of the TDA. Public meetings are held to discuss transportation needs and hear concerns. TCTC is required to establish a Social Service Transportation Advisory Council (SSTAC), comprised of the transit-dependent, including disabled, elderly and low-income representatives. SSTAC members work with local agencies in developing transit unmet needs criteria, which are used in making project approval decisions. To ensure program compliance, fiscal and performance audits are conducted. Fiscal audits are conducted annually, and include transit operator’s expense-to-revenue ratio, known as farebox recovery. Performance audits are conducted every three years and include performance measures that verify the efficiency and effectiveness of planning agencies and transit operators.

Task/Activity
1. Prepare state and federal documents as required by the Transportation Development Act throughout the fiscal year
2. Prepare quarterly invoices
3. Maintain records and archival of correspondence and documents as required by the Trinity County Transportation Commission document retention policy
4. Apportion TDA funds, approve claims, allocate funds, prepare and submit State Controllers Report, including services of the Auditors Office
5. Conduct TDA fiscal audits, annual state controller report, TDA findings and allocations
6. Participation in TDA Workgroup Meetings
7. Prepare SSTAC meeting agendas, public notices, attend meetings, prepare meeting notes, post information to website
8. Administrative tasks necessary to accomplish the Unmet Needs Process

Products: TDA Administration and Fiscal Management
Recurring office activities such as maintenance of records and data transcription. Provide staff support in compliance with Transportation Development Act (TDA) statutes and regulations on a daily basis or as needed (Nov-May)

1. TDA 2018/19 fiscal audits, annual State Controller report, TDA findings and allocations (Sep-Apr)
2. Quarterly invoices (Quarterly)
3. Administrative tasks necessary to accomplish the Unmet Needs Process (ongoing)

<table>
<thead>
<tr>
<th>6450 PRODUCT ESTIMATE</th>
<th>RPA</th>
<th>LTF</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>STAFF</td>
<td></td>
<td>$25,000</td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>$25,000</td>
<td>$25,000</td>
</tr>
<tr>
<td>Work Element</td>
<td>Description</td>
<td>Rural Planning Assistance Funds</td>
<td>Rural Planning Assistance Funds Carryover</td>
</tr>
<tr>
<td>--------------</td>
<td>---------------------------</td>
<td>--------------------------------</td>
<td>----------------------------------------</td>
</tr>
<tr>
<td>601</td>
<td>Transportation System Planning</td>
<td>$20,000</td>
<td></td>
</tr>
<tr>
<td>602</td>
<td>Public Transportation</td>
<td>$26,600</td>
<td></td>
</tr>
<tr>
<td>602.3</td>
<td>SRTDP</td>
<td>$30,000 $54,409 $5,500</td>
<td></td>
</tr>
<tr>
<td>603</td>
<td>Multi Modal</td>
<td>$15,000</td>
<td></td>
</tr>
<tr>
<td>604</td>
<td>Aviation</td>
<td>$5,000</td>
<td></td>
</tr>
<tr>
<td>605</td>
<td>RTP</td>
<td>$20,400</td>
<td></td>
</tr>
<tr>
<td>606</td>
<td>Administration</td>
<td>$28,000</td>
<td></td>
</tr>
<tr>
<td>607</td>
<td>Overall Work Program</td>
<td>$13,000 $5,000</td>
<td></td>
</tr>
<tr>
<td>6200</td>
<td>STIP</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6230</td>
<td>Active Trans Plan</td>
<td>$600 $30,000</td>
<td></td>
</tr>
<tr>
<td>6450</td>
<td>TDA Admin &amp; Fiscal</td>
<td>$25,000</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$158,000</strong></td>
<td><strong>$54,409</strong></td>
</tr>
<tr>
<td><strong>(RPA total)</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>