

Memorandum

*Serious drought.
Help Save Water!*

To: ERIN THOMPSON, OFFICE CHIEF
Office of Regional Planning

Date: January 14, 2022

File: tri_owp21_22amend1

From: KATHY GRAH, SENIOR *Kathy Grah*
Office of Community and Regional Planning
District 2

Subject: **Trinity 2021/22 OWP Formal Amendment No. 1**

Trinity County OWP Formal Amendment No. 1 included the following changes:

- WE 605 – Caltrans approves the increase of RPA carry-over funds to \$39,500.
- Table II - Caltrans approves the update to the Budget Summary Page to reflect the change to the above Work Element.

Due to Trinity County's FY 20/21 RPA carry-over of \$39,500, the total amount of RPA funds available in Trinity County's 21/22 OWP increased from \$158,000 to \$197,500. The total amount of all funds for Trinity County's FY 21/22 OWP increased to \$410,500.

If you have any questions or need additional information regarding this amendment, please contact me at (530) 229-0517 or Tamara Rich at (530) 782-2965.

Attachments:

- 1) Signed Amended OWPA
- 2) Trinity County Transportation Commission Resolutions No. 2021-041 and No. 2021-113
- 3) Amended 21/22 OWP pages

c: Kimi Taguchi, Trinity County
Brenda Caruso, ORP
Tamara Rich, District 2

DEPARTMENT OF TRANSPORTATION
OFFICE OF COMMUNITY AND REGIONAL PLANNING
1657 RIVERSIDE DRIVE
REDDING, CA 96001
PHONE (530) 229-0517
FAX (530) 225-3578



*Serious drought.
Help save water!*

January 14, 2022

Ms. Kimi Taguchi
Senior Transportation Planner
Trinity County Transportation Commission
P.O. Box 2490
Weaverville, CA 96093

Dear Ms. Taguchi:

Thank you for providing us with Amendment No. 1 (Formal) for Trinity County's FY 21-22 Overall Work Program (OWP). Caltrans approves amending FY 2020-21 RPA carry-over funds (\$39,500) into Trinity County's 2021/22 Overall Work Program as follows:

- WE 605 – Increase RPA carry-over funds to \$39,500
- Budget Summary Table - Caltrans approves the update to this table that reflects the above RPA fund budget change.

Trinity County's FY 2021-22 OWP total RPA amount increased by \$39,500 to \$197,500, and total FY 2021-22 OWP funding increased to \$410,500. If you have any questions, please do not hesitate to contact me or Tamara Rich at (530) 225-3553.

Sincerely,

A handwritten signature in cursive script that reads "Kathy Grah".

KATHY GRAH, Senior
Office of Community and Regional Planning
Caltrans District 2

c: Brenda Caruso, Caltrans ORP
Tamara Rich, Caltrans District 2



TRINITY COUNTY
TRANSPORTATION COMMISSION
P.O. BOX 2490, WEAVERVILLE, CALIFORNIA 96093
PHONE (530) 623-1365 FAX (530) 623-5312
Email; tcidot@trinitycounty.org

January 14, 2022

Ms. Tamara Rich
Caltrans District 2
1657 Riverside Drive
Redding, CA 96001

SUBJECT: Formal Amendment #1 to the FY 2021/2022 Overall Work Program

Dear Ms. Rich,

Please see the enclosed documents for Formal Amendment #1 to Trinity County Transportation Commission's FY 21/22 Overall Work Program.

Attached you will find:

- Authorizing Resolution permitting the Executive Secretary to make budget adjustments and other modifications within the FY 21/22 OWP
- Authorizing Resolution delegating the Senior Transportation Planner as TCTC's Executive Secretary
- Amended FY 21/22 OWPA noting carryover RPA funds from the previous fiscal year in the amount of \$39,500
- FY 21/22 OWP Cover Page with Formal Amendment #1 adoption date
- Revised Work Element 605 displaying use of carryover funds (pg. 20-21)
- Amended FY 21/22 OWP Expenditure Detail Chart (pg. 27)

Sincerely,

A handwritten signature in black ink, appearing to read 'Kimiko Taguchi'. The signature is fluid and cursive, with the first name being the most prominent.

Kimiko Taguchi
TCTC Executive Secretary

RESOLUTION NO. 2021-041

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 2021/2022 FISCAL YEAR

WHEREAS, the Trinity County Transportation Commission (TCTC) has prepared an Overall Work Program (OWP) for the 2021/2022 Fiscal Year (FY); and

WHEREAS, the OWP becomes the basis for the TCTC's activities and budget for 2021/2022 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 2021/2022 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):

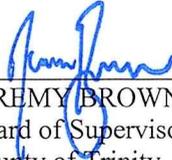
1. 23 U.S.C. 134, 49 U.S.C. 5303; and
2. Title VI of the Civil Rights Act of 1964 and the Title VI Assurance executed by California under 23 U.S.C. 324 and 29 U.S.C. 794;
3. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 24, 37, and 38.

BE IT FURTHER RESOLVED:

1. That the TCTC hereby authorizes submittal of the OWP for the 2021/2022 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 2021/2022, 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.

DULY PASSED AND ADOPTED this 20th day of April, 2021 by the Board of Supervisors of the County of Trinity sitting as the Trinity County Transportation Commission by motion, second (Groves/Cox), and the following vote:

AYES: Supervisors Cox, Groves, Gogan, Frasier, and Brown
NOES: None
ABSENT: None
ABSTAIN: None
RECUSE: None

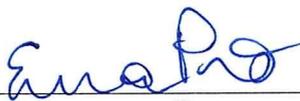


JEREMY BROWN, CHAIRMAN
Board of Supervisors
County of Trinity
State of California

ATTEST:

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

By: _____


Deputy

RESOLUTION NO. 2021-113

**A RESOLUTION OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF TRINITY
DELEGATING THE RESPONSIBILITIES OF THE DIRECTOR OF
TRANSPORTATION**

WHEREAS, a vacancy will be occurring in the position of Director of Transportation; and

WHEREAS, the County intends to begin a recruitment to fill said vacancy; and

WHEREAS, there are matters pending with Federal and State agencies that cannot be delayed until the position is filled.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Trinity delegate all duties of the DOT Director shall be delegated to the Interim Deputy Director except for such duties as listed or as required by law;

1. The Senior Engineer shall be designated the Road Commissioner, and Engineer of Responsible Charge and carry out the duties as required.
2. The Senior Transportation Planner shall be designated the Executive Secretary of the Trinity County Transportation Commission.
3. The Senior Transportation Planner shall be designated the Airport Manager and Executive Secretary of the Airport Advisory Committee.
4. The Accountant III shall be responsible for all matters related to contracts and agreements and shall coordinate with the CAO's office as required.
5. The Accountant III shall take action on all personnel issues and actions in coordination with the Division Leaders.
6. The Interim Deputy Director shall take action on all personnel matters concerning individuals in the Management Unit.
7. The Road Superintendent shall be designated assistant purchasing agent per TC Code 3.08.050 with authority to approve vehicle and equipment repairs and purchase parts, materials, supplies, fuel and lubricants for the operation of the county's fleet of vehicles and equipment. The Accountant III shall concur with all purchases as to budget capacity.
8. The Interim Deputy Director shall review and approved all claims presented to the Department of Transportation.
9. The Accountant III and/or Interim Deputy Director shall have the Department Head Purchasing Authority as allowed per TC Code 3.08.030.
10. The Accountant III shall be responsible for all items related to budget review and budget development.

Should any issues arise that are not enumerated specifically in this Resolution, the Interim Director of Operations with concurrence of the CAO shall have the authority to execute any

documents or provide any direction deemed necessary for the continuance of County business until such time as this Resolution can be modified.

DULY PASSED AND ADOPTED this 19th day of October, 2021 by the Board of Supervisors of the County of Trinity by motion, second (Cox/Frasier), and the following vote:

AYES: Supervisors Frasier, Cox, Groves, Gogan, and Brown
NOES: None
ABSENT: None
ABSTAIN: None
RECUSE: None



JEREMY BROWN, CHAIRMAN
Board of Supervisors
County of Trinity
State of California

ATTEST:

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

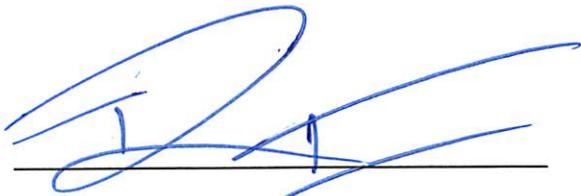
By: 

Deputy

Trinity County
Transportation Commission

OVERALL WORK PROGRAM

2021-2022 FISCAL YEAR



**Richard Tippett, Executive Secretary Date of
Adoption: April 20, 2021**



**Kimiko Taguchi, Executive Secretary
Administrative Amendment #1: July 26, 2021
Formal Amendment #1: January 14, 2022**

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

Hired a consultant for the 2021 Regional Transportation Plan update in compliance with state and federal regional transportation regulations. Assessed regional priorities and participated in the system planning process. Began preliminary coordination of the RTP update with the county to update its General Plan.

Discussion

TCTC will continue updating the RTP this fiscal year. The RTP will represent a 20-year planning horizon and be 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 will be discussed and considered as part of the RTP update. It must be updated every 5 (five) years and needs to contain 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. Public meetings will be held in communities around the county to review the current project list, discuss new proposed projects, and collect ideas on future projects desired for the community. The draft list from the community meetings will be 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, incorporating the provisions of SB 743 and CEQA Section 15064.3, will be prepared based on the projects generated through the public process. A traffic study will be conducted as part of the RTP update and will inform on the metric(s) and method(s) most appropriate to measuring and analyzing VMT in Trinity County. The CEQA document and Draft RTP will be available for a thirty day public review. At the same time, it will be reviewed by Caltrans and other agencies as required. TCTC will consider 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 Hold public meetings and workshops in communities around the county to review the current RTP's project list, discuss new proposed projects, and collect ideas for future project recommendations in the RTP.
- 2 Prepare RTP update, coordinating with community members and participating agencies.
- 3 Continue to 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)
- 4 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)

WORK ELEMENT 605 (continued)

Regional Transportation Planning

- 5 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)
- 6 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)
- 7 Continue data collection for vehicle traffic levels-ADT for future RTP development (July-June)
- 8 Update capital improvement needs, and monitor roadway rehabilitation needs to preserve existing infrastructure and facilities (July-June)
- 9 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)
- 10 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)
- 11 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)
- 12 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)
- 13 Attend “Vehicle Miles Travel” trainings as available

Product	Regional Transportation Planning	Schedule
1	Annual subscription StreetSaver Program software (consultant)	June 2022
2	Annual report on Pavement Management System (Consultant)	June 2022
3	Vehicle Traffic Levels data (Staff)	June 2022
4	2020 Databook (Consultant)	June 2022
5	RTP Update	July-Jun 2022

605 Product Estimate	RPA	RPA Carryover	PPM	LTF	Total
Staff	\$39,400	\$39,500	\$	\$	\$78,900
Consultant	\$7,000		\$150,000	\$	\$157,000
Total	\$46,400	\$39,500	\$150,000	\$	\$235,900

TABLE II

Trinity County Transportation Commission Expenditure Detail

Work Element	Description	Rural Planning Assistance Funds	Rural Planning Assistance Funds Carryover	LTF	PPM RTP Update	PPM RTIP STIP	Total Funding
601	GIS Systems & Transportation System Management	\$20,000					\$20,000
602	Public and Specialized Transportation	\$36,600		\$5,000			\$41,600
603	Multi-Modal Transportation Planning	\$10,000					\$10,000
604	Aviation Planning	\$4,000					\$4,000
605	Regional Transportation Planning	\$46,400	\$39,500		\$150,000		\$235,900
606	Administration and Coordination	\$28,000					\$28,000
607	Overall Work Program	\$13,000		\$5,000			\$18,000
6200	Planning Program & Monitoring					\$28,000	\$28,000
6450	TDA Admin & Fiscal			\$25,000			\$25,000
Total		\$158,000	\$39,500	\$35,000	\$150,000	\$28,000	\$410,500
		(RPA total)					