

Trinity County

Transportation Commission

OVERALL WORK PROGRAM

2016-2017 FISCAL YEAR



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Executive Secretary

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Trinity County Transportation Commission

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OVERALL WORK PROGRAM**Fiscal Year 2016/2017****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 Chanchelulla Wilderness (8,200 acres).

There are no incorporated cities or towns in Trinity County, which has a population of 13,786 (2010 census), 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 occasional closure due to wildland fires, landslides, and snow. During the winter of 2015/16 SR 299 was closed several times due to a major slide near the town of Del Loma, which is 30 miles west of Weaverville and 26 miles east of Willow Creek. This resulted in missed trips for the intercity bus routes that are operated by the county transportation system (Trinity Transit) between Weaverville and Willow Creek. It is difficult to operate and coordinated this type of information when conditions such as this exist due to the distance between the communities. For example if a person planned to make a trip from Willow Creek to Redding on Trinity Transit, they could get to Del Loma and be turned back to Arcata to catch Greyhound. We try to get information to our connecting services in a timely fashion so riders have an opportunity to return on the Redwood Transit System to Arcata before the bus leaves Willow Creek.

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 because of limited passing opportunities.

The major transportation mode for Trinity County residents and visitors alike is the automobile. Caltrans in partnership with Shasta, Trinity, and Humboldt Counties has been making 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 2014 the Twin Gulches project was completed. In 2015 the Capstone Project was started and will continue in 2016, and is estimated to be completed 2017. This approximately \$27 million operational improvement project extends seven miles from the Shasta/Trinity County line east to the bottom of the Buckhorn Grade. In 2015, approximately 10,000 cubic yards of earth was moved each day, totaling 1.2 million cubic yards of material in the construction season. This project is 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. The original obligation authority of approximately \$5 million has been used to augment the delivery of \$53.5 million in projects and addresses over 60 STAA pinch points on the route.

An update to the Bikeways Master Plan (BMP) was completed and adopted May 5, 2015. The Short Range Transit Development Plan: 2014-2018 and Coordinated Plan were updated and adopted by the TCTC on October 28, 2014.

The Regional Transportation Plan (RTP) was last updated in 2011, and an update will be completed and adopted by the TCTC during the fall of 2016. 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 require Lead Agencies to analyze transportation impacts using Vehicle Miles Travelled (VMT) instead of Level of Service (LOS). This will be a new change in future updates to the RTP.

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. For example, in 2010 public transportation expanded to include 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 bus service to Arcata and Eureka. Regional and National connections are available in Redding, Arcata and Eureka. The growth in use of Trinity Transit service has been substantial. Ridership for the 2013/14 FY was 15,688, in 2014/15 it was 17,159, and is expected to be about the same in 2015/16. The FY 2014/15 ridership of over 17,159 one-way passenger trips is more than double the 2008/09 ridership of 7,700 trips, which was prior to the expansion to intercity service.

Significant Transportation Issues

Among the significant regional transportation challenges 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;
- The County's Secure Rural Schools funding for FY 2015/16 was \$1.4 million. Unless another extension is granted by congress, no payment will be received in FY 2016/17;
- The Highway Users Tax decreased by 25% in FY 2015/16 and is expected to decrease another 11% in FY 2016/17;
- 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 affect traveler safety and convenience for local residents.

These significant issues are addressed in the TCTC 2016/2017 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 update of the Trinity County Regional Transportation Plan and its environmental document and coordination of public involvement;
- 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 2017/2018 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;
- Complete the Trinity County Active Transportation Plan

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 and Round Valley Indian Reservation Tribal 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. Efforts are made to attain geographic and minority representation on the council. The SSTAC meets several times a 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. 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. There is also a weekly advertiser distributed to all Post Office boxes, which is often used to advertise public notices. 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 2016/17 Federal Planning Areas:

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 – people and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.

These factors are included in each work element, and Table III (page 23) identifies the factors addressed in each 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 22 lists the summary of funding for each of the work elements.

Overall Work Program Funding

Trinity County Transportation Commission has funded the Fiscal Year 2016/2017 Overall Work Program with funds from a variety of sources, including: Rural Planning Assistance (RPA); Local Transportation Funds; and State Transportation Improvement Program.

Recent significant activities accomplishments and planning efforts

- Regional Transportation Plan adopted 2011;
- 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.

Joint Planning Activities Within Trinity County Information Element FY 2016/2017 Trinity County Overall Work Program			
Activity	Work Performed by	Products	Due Date
Regional Planning	Caltrans/RTPA	RTP, RTIP, OWP (see WE's 601, 605, 606)	Ongoing
Multimodal Planning	Caltrans/RTPA	Aeronautics, Transit, Bicycle, and Pedestrian Planning (see WEs 602, 603, 604, 605)	Ongoing
System Planning	Caltrans/RTPA	Transportation Concept Reports, Corridor Management Plans (see WE 601)	Ongoing
System Management	Caltrans, RTPA, Local Agencies	ITMS Database CTIS Database (see WE 601)	Ongoing
Project Study Reports	Caltrans, RTPA, Local Agencies	Completed PSR's (see WE 601)	Ongoing
Local Development Review	Caltrans, RTPA, Local Agencies	Traffic Studies/Environmental Documentation/Mitigation	Ongoing
Programming	Caltrans/RTPA	STIP, RTIP, FSTIP (see WE 601, 605, 606)	Ongoing

WORK ELEMENT 601**GIS System & 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

- 1 Use ITS and GIS to assess regional priorities and participate in the system planning process in development of the RTP (ongoing)
- 2 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 (ongoing)
- 3 Document environmental and cultural resources, and develop and improve coordination between agencies using GIS and other computer-based tools (ongoing)
- 4 Continue development of new datasets that enhance transportation and alternative transportation modes, such as aerial photography, demographic databases, roads, ownership, and services (ongoing)
- 5 Review and process annual ESRI software maintenance agreement and invoice (July)
- 6 Continue enhancing the use of GIS layers by converting to Geodatabase (ongoing)
- 7 Continue GIS data updates as necessary for the interactive website that was completed in 2014/15 as it pertains to the RTP (ongoing)
- 8 For transportation planning only, obtain needed hardware, software, and related technology to perform regional planning, coordination, and communication.

WORK ELEMENT 601

GIS & Transportation System Management (Continued)

Task/Activity

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

Products	GIS System & Transportation System Management	Schedule
1	GIS datasets available to agencies and public	Ongoing
2	GIS project development to support transportation and transit planning	As needed
3	Update of interactive online map services	July-June
4	GIS integration of pavement and sign databases	Ongoing
5	Transportation and transit presentations for meetings and online posting	Ongoing
6	Digital backups of transportation planning documents and meeting notes and drawings	Ongoing
7	ADT traffic data	As needed

601 Product Estimate	RPA	LTF	Total
TCTC Staff	\$4,600		\$4,600
Consultant	\$10,000		\$10,000
ESRI Maintenance	\$400		\$400
Total	\$15,000	\$0	\$15,000

Consultant= TCRC

WORK ELEMENT 602**Public and Specialized Transportation****Purpose**

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 and programming support for the 5310 and 5311 Federal Transit Administration (FTA) program. 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, Federal Transit Administration (FTA) Section 5311 Regional Program of Projects, coordination with social service agencies, research and planning for bus stop safety improvements. Review and coordination of various FTA guidelines and applications, including 5310 and 5311 programs.

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. During FY 2015/16 staff has been developing a Transportation Emergency Management Plan. This plan will continue as FTA Circular updates become available for rural agencies.

Task/Activity

- 1 Review and apply for potential transportation grants 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 with the Social Service Transportation Advisory Council (ongoing)
- 4 Conduct regional transit needs assessments and transit marketing plans as appropriate (ongoing)
- 5 Coordinate with public and social service agencies regarding FTA grant opportunities and methods of improving access to public transportation (ongoing)
- 6 Gather data for updates to the SRTDP, Coordinated Plan, and other planning documents (eg. Participate in unmet needs hearings, SSTAC performance review meetings, public participation meetings, encouraging active engagement of senior, Native American and other local organizations) (ongoing)
- 7 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 (as needed)

WORK ELEMENT 602

Public and Specialized Transportation (Continued)

Task/Activity (Continued)

- 8 Address gaps and barriers by coordinating with social service agencies, the public, and target groups on transportation needs and options both locally and regionally (ongoing)
- 9 Attend bi-monthly Trinity Coalition for Activity and Nutrition (TCAN) meetings to coordinate and promote public transportation use
- 10 Update planning documents to incorporate ITS elements, such as transit elements researched by Partners for Advanced Transit and Highways, automatic vehicle location, central dispatch computer software, mobile data terminal and display, security cameras, improved communication systems, electronic fareboxes, and driver initiated silent emergency alarms (ongoing)
- 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 (ongoing)
- 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, including attending training as available and research (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 (as needed)
- 18 Attend transit conferences to gain knowledge from other agencies on transportation planning efforts, coordination, and receive legislative updates. Examples include Mobility Management, Civil Rights requirements, linking transportation to recreational areas, coordinating and partnering with transportation networks, etc (ongoing)
- 19 Data planning and collection for performance reports and TDP updates (ongoing)
- 20 Coordinate with NSSR and SRTA to ensure regional public transportation connections with the proposed I-5 Corridor Express through meetings etc (as needed)
- 21 Develop materials for civic organizations outreach and other speaking opportunities regarding alternative forms of transportation (ongoing)
- 22 Participate in developing plans and strategies to improve coordination of public (Coordinated Plan), private, specialized and human service transportation services 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 (ongoing)

WORK ELEMENT 602

Public and Specialized Transportation (Continued)

Task/Activity (Continued)

- 23 Conduct outreach efforts to the traditionally under-represented and under served populations, such as the elderly, disabled, low-income, and minority community groups (ongoing)
- 24 Develop and plan new routes and coordinate with other transit agencies as consistent with the SRTDP and Coordinated Plan (ongoing)

Products	Public and Specialized Transportation		Schedule	
1	Documentation of unmet transit needs		July-June	
2	Coordinated implementation of Coordination Plan and Transit Development Plan		July-June	
3	Public requests for public transit needs		Ongoing	
4	Transit reports, statistics and performance monitoring data		Monthly	
5	Meeting packets for SSTAC, minutes, project specific updates to the website, public hearing notices and final report		as needed	
6	Transportation Emergency Management Plan		June 2017	
7	Plans for Transit Maintenance Facility		June 2017	
	602 Products Estimate	RPA	LTF	Total
	TCTC Staff	\$ 52,000		
	Total	\$ 52,000		\$ 52,000

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). Further monitor and encourage the use of those facilities by creating an Active Transportation Plan, updating the Bicycle Master Plan as needed. Multi-modal transportation planning will effectively and efficiently serve local and regional needs, utilizing available funding and revenue sources.

Previous Accomplishments

Draft Bikeways Master Plan accepted by the Trinity County Transportation Commission (May 2015), successful applications for non-motorized planning funds.

Discussion

During 2015 an update to the Bikeways Master Plan was completed in preparation for the next Regional Transportation Plan (RTP) update and cycle two of the Active Transportation Plan. It is the goal of the TCTC to facilitate and further develop 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.

Task/Activity

- 1 Planning of Active Transportation Plan (Aug-June 2016/17)
- 2 Plan & coordinate multi-modal transportation routes for pedestrian, bicycle, equestrian, and OHV routes and plan safety surveys of rural areas as part of the RTP (ongoing)
- 3 Coordinate with local agencies such as the Weaver Basin Trails Committee and the Watershed Center to plan for local and regional connection of roads and trails (ongoing)
- 4 Work with local schools to promote bike and ped 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 employing GIS tools in development of multi-modal transportation planning projects (ongoing)
- 7 Plan for Active Transportation Planning projects by using drone technology for overview aerial views of proposed project areas for public outreach and education (July-June)
- 8 Promote and receive public participation for the Active Transportation Program through publications and by using social media (ongoing)
- 9 Review Active Transportation Program (ATP) applications as a training opportunity, and participate in the development of ATP guidelines (ongoing)
- 10 Coordinate with partnering agencies regarding access from local streets/roads
Maintenance Level 3 roads proposed for OHV accessibility (ongoing)
- 11 Interact with local agencies and interest groups concerning the needs of multi-modal transportation planning (ongoing)

WORK ELEMENT 603

Multi-Modal Transportation Planning (Cont)

- 12 Explore better linkage between transit services and multi-modal usage locally and regionally, such as bus stops near bike and pedestrian trails (Aug-June)
- 13 Attend the Trinity Coalition for Activity and Nutrition (TCAN) bi-monthly meetings to coordinate active transportation needs. July-June

Product	Multi Modal Transportation	Schedule
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- | | | |
|---|--|-----------|
| 1 | Active Transportation Plan | Jun-17 |
| 2 | Updates to the BMP | Jun-17 |
| 3 | Coordination and evaluation of maintenance level 3 roads | Jun-17 |
| 4 | Aerial video and photos for planning purposes | Jun-16 |
| 5 | Press releases, news articles, and social media posts | As needed |

603 Product Estimate		RPA	LTF	Total
TCTC Staff		\$ 9,000	\$ 2,000	\$ 11,000
Consultant		\$ 6,000		\$ 6,000
	Total	\$ 15,000	\$ 2,000	\$ 17,000

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

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 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 County Airport Manager, and an update of the Aviation Element for the Trinity Regional Transportation Plan update.

Task/Activity

- 1 Review ground access elements of aviation planning (ongoing)
- 2 Coordinate with County airport managers regarding participation at RTPA aviation system planning and working group meetings (ongoing coordination)
- 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 manager & potential for business utilization)
- 4 Coordinate with the County regarding development/update of the next 10-year Airport Capital Improvement Program for inclusion in the RTP (ongoing)
- 5 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 (ongoing)
- 6 Attend meetings for legislative updates related to airport improvement programs from FAA and Caltrans Aeronautics (ongoing)
- 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 (ongoing)

WORK ELEMENT 604

Aviation Planning (Continued)

	Product	Aviation Planning	Schedule
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

604 Product Estimate	RPA	LTF	Total
TCTC Staff	\$ 1,000		
Total	\$ 1,000		\$ 1,000

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, mass 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 update of the Trinity County Regional Transportation Plan is due November 1, 2016 and is being completed in house by staff.

Previous Accomplishments

Adopted 2010 Regional Transportation Plan on November 1, 2011. Adopted Negative Declaration for 2010 RTP. Incorporated Blueprint Planning with the RTP update. Coordinated the RTP update with county effort to update its General Plan.

Discussion

The RTP is prepared in compliance with state and federal regulations governing regional transportation planning. The RTP represents a 20 year planning horizon that must be updated every five years. It contains a discussion of regional transportation issues, problems and possible solutions accompanied by respective goals, objectives and policies. The RTP serves as the regional transportation policy and guidance document for local and state decision makers. Public participation in regional transportation planning is mandatory and participation is encouraged by soliciting and recording public input, through public meetings and the TCTC website, but is also accommodated via paper documents.

Task/Activity

RTP Update

- 1 Complete update Policy, Financial, and Action Element of the RTP (Jul-Nov)
- 2 Complete Environmental Analysis of the RTP update (Jul-Nov)
- 3 Circulate Environmental Document for the RTP update (July-Aug)
- 4 Prepare RTP update for adoption by the TCTC (Jul-Nov)

Other Activities

- 5 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)
- 6 Using StreetSaver program for the Pavement Management System, evaluate pavement to validate existing conditions and system deterioration. Maintain the database, updating rehabilitation and maintenance cost estimates (Consultant)
- 7 Utilize the Pavement Management System to inform decision making and priority setting in the Regional Transportation Plan as projects are considered for funding opportunities (ongoing through FY 2018/19)
Complete spot review of existing conditions of 20% of County Roads (Consultant)

WORK ELEMENT 605 Regional Transportation Planning (Continued)

Task/Activity (Continued)

- 8 Plan for road projects with drone technology (Consultant) for overview videos of proposed project areas for public outreach and education purposes (July-June)
- 9 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)
- 10 Continue data collection for vehicle traffic levels-ADT for future RTP development (July-June)
- 11 Gather data to develop the 2017 Databook/ economic and demographic profile of Trinity County to document progress toward economic issues impacted by transportation and support RTP development (Jan-June)
- 12 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)
- 13 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) (ongoing)
- 14 Coordinate the RTP update with county efforts to update the General Plan (July-June)
- 15 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)

Products	Regional Transportation Planning	Schedule
1	Environmental Document for the RTP Update (Staff)	Nov 2016
2	Annual subscription StreetSaver Program software (consultant)	Jan 2017
3	RTP Update (Staff)	Nov 2016
4	Annual report on Pavement Management System (Consultant)	June 2017
5	Vehicle Traffic Levels data (Staff)	June 2017
6	2017 Databook (Consultant)	June 2017
7	Public information and updates regarding the RTP and projects (Staff)	June - July

605 Estimate	RPA	Road Fund	PPM	LTF	Total
Staff	\$ 14,000		\$ 20,000		
Consultant	\$ 16,000		\$ 15,000		
Total	\$ 30,000	\$ -	\$ 35,000		\$ 65,000

RPA=10,000 for RTP, 4,000-other, Consultant=6,000-Chico/dem, 10,000-PMS, PPM+20,000-RTP, 15,000-PMS

WORK ELEMENT 606**Administration and Coordination****Purpose**

To provide management and administration of the Overall Work Program, conduct the day to day operations of the agency, and provide support to the Commission and related committees.

Previous Accomplishments

Preparing, adopting, and amending the annual Overall Work Program and Overall Work Program Agreement, preparing quarterly progress reports, invoicing for the OWP and associated grant projects, mid-year review, annual financial audits, and related correspondence. Coordination and meetings involving Caltrans District 2, Caltrans Headquarters, Technical Advisory Committee, and TCTC meetings.

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 and management of the Overall Work Program, coordination, preparation of the Commission's meeting agendas, and support for the agency's personnel management and operational needs.

Task/Activity

- 1 Prepare and submit amendments, quarterly reports, year end close-out reports and invoices to Caltrans. Prepare the Overall Work Program for FY 2017/18 (ongoing)
- 2 Maintain transportation planning files, correspondence and data (ongoing)
- 3 Provide support to Technical Advisory Committee, TCTC, stakeholders, and the public (ongoing)
- 4 Participate in meetings/workshops 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 as topics relate to transportation planning (ongoing)
- 5 Assist with completion of the annual/performance audits of Transportation Planning Funds and submit Annual Audits, and State Controller's Reports (ongoing)
- 6 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 (ongoing)
- 7 Provide Public Hearings notices and make written material available in advance for interested persons or groups (ongoing)
- 8 Maintain the TCTC website and post transportation articles and documents that inform the public regarding planning activities that pertain to Transportation Planning (ongoing)
- 9 Review and comment on State and Federal actions/ regulations that could affect transportation systems or programs locally or regionally (as needed)
- 10 Attend governmental and professional conferences and training (as needed)
- 11 Prepare available grant applications for transportation planning activities (ongoing)

WORK ELEMENT 606

Administration and Coordination (Continued)

Task/Activity

- 12 Participate in Transportation Emergency and Planning activities to support the RTP, including attending local and regional meetings as requested by the Trinity Co. Office of Emergency Services (ongoing)
- 13 Review and update of Policies and Procedure Manual (July-June)

Product	Administration and Coordination	Schedule
1	Overall Work Program, amendments, invoices, reports	Quarterly
2	Develop Overall Work Program 2017/18	Jan-June
3	Public information/updates such as meetings, presentations, web-site updates in relation to transportation projects	As needed
4	Transportation Planning annual audits and triannual performance audits	Oct-June
5	Policies and Procedure Manual	Jun-Jul
6	Commission packets, correspondence	As needed

606 Estimate	RPA	Carry-over	LTF	Total
Staff	\$ 45,000			\$ 45,000
Total	\$ 45,000			\$ 45,000

WORK ELEMENT XXXX Active Transportation Plan

Purpose

To develop a county-wide Active Transportation Plan 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

- 1 Prepare draft Environmental Document, circulate, and adopt
- 2 Establish a Steering Committee and have kick-off meeting
- 3 Conduct School Site visits and collaborate with School Administrators; conduct public outreach, meetings and surveys; review relevant policy and collision/accident data; prepare summary of goals and objectives; and prepare evaluation of existing conditions, goals and objectives chapter.

Products:	Active Transportation Plan	Schedule
1	Final Draft of Negative Declaration/Categorical Exclusion	Oct-June
2	List of Steering Committee Members, meeting notes, and participant list	Oct-June

XXXX Product Estimate	RPA	LTF	ATP	Total
Staff	\$ -	\$ 143	\$ 7,121	
Total	\$ -	\$ 143	\$ 7,121	7,264

WORK ELEMENT 6200**Planning Programming and Monitoring****Previous Accomplishments**

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

Task/Activity

- 1 Prepare various project study reports for the 2017 STIP
- 2 Plan for next RTIP
- 3 STIP - Program Maintenance (Allocation Requests, Extension Requests, etc)
- 4 Monitoring Implementation

Products:**Planning Programming and Monitoring****Schedule**

- 1 Regional Transportation Improvement Plan Dec-16
- 2 State Transportation Improvement Plan (amendments, allocations, etc) July-June

6200 Product Estimate	RPA	RTIP/STIP	Total
Staff	\$ -	\$ 5,000	
Total	\$ -	\$ 5,000	\$ 5,000

WORK ELEMENT 6450**TDA Administration and Fiscal Management****Previous Accomplishments**

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

Products:**TDA Administration and Fiscal Management****Schedule**

- | | | |
|---|--|---------|
| 1 | 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. | Ongoing |
| 2 | TDA 2015/16 fiscal audits, annual State Controller report, TDA findings and allocations. | Nov-May |
| 3 | Administrative tasks necessary to accomplish the Unmet Needs Process. | Feb-Apr |

6450 Product Estimate	RPA	LTF	Total
Staff	\$ -	\$ 25,000	
Total	\$ -	\$ 25,000	\$ 25,000

TABLE II Trinity County Transportation Commission Expenditure Detail

Work Element	Description	Rural Planning Assistance Funds	Rural Planning Assistance Funds Carryover	LTF	ATP	RTIP/STIP PPM	Total Funding
601	Transportation System Planning & GIS	\$ 15,000		\$ -			\$ 15,000
602	Public Transportation	\$ 52,000		\$ -			\$ 52,000
603	Multi-Modal Transportation	\$ 15,000		\$ 2,000			\$ 17,000
604	Aviation	\$ 1,000					\$ 1,000
605	RTP	\$ 30,000		\$ -		\$ 35,000	\$ 65,000
606	Administration	\$ 45,000	\$ -	\$ -			\$ 45,000
ATP	Active Transportation Plan			\$ 143	\$ 7,121		\$ 7,264
6200	STIP					\$ 5,000	\$ 5,000
6450	TDA Admin & Fiscal Management			\$ 25,000			\$ 25,000
Total		\$ 158,000		\$ 27,143	\$ 7,121	\$ 40,000	\$ 232,264
		(RPA total)	\$ 158,000				

Notes 1. Rural Planning Assistance funds are 100% state funds, reimbursable, and are obligated for transportation planning purposes.

2. WE 605 RTP. Update is due November 2016 and being completed by TCTC Staff.

**TABLE III
MAP- 21 PLANNING FACTORS**

Work Element	601	602	603	604	605	606
Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.	X	X	X		X	X
Increase the safety of the transportation system for motorized and non-motorized users.	X	X	X	X	X	X
Increase the security of the transportation system for motorized and non-motorized users.	X	X		X	X	X
Increase the accessibility and mobility of people and for freight.	X	X	X	X	X	X
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.	X		X	X	X	X
Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.	X	X	X		X	
Promote efficient system management and operation.	X	X	X			X
Emphasize the preservation of the existing transportation system.		X	X			

ORGANIZATION

TRINITY COUNTY TRANSPORTATION COMMISSION
 (5 Members of the Board of Supervisors)

RTPA EXECUTIVE SECRETARY
 (County Director of Transportation)

COUNTY SUPPORT SERVICES
 (Golden Age Senior Center, Weaverville
 So. Trinity Health Services, Mad River
 and Human Response Network)

CALTRANS
 (District and Headquarters offices)

POLICY ADVISORY COMMITTEE
 (Transportation Commission and Caltrans District Director)

TECHNICAL ADVISORY COMMITTEE
 (County Planning Director, County Department of Transportation Director,
 Caltrans District 2 Deputy Director Planning and Local Assistance)

CITIZEN ADVISORY COMMITTEE
 (Social Service Transportation Advisory Council, which are nine members appointed by the Transportation Commission)

RESOLUTION NO. 2016-054

**A RESOLUTION OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF TRINITY SITTING AS THE
TRINITY COUNTY TRANSPORTATION COMMISSION
APPROVING THE OVERALL WORK PROGRAM
AND BUDGET FOR THE 2016/17 FISCAL YEAR**

WHEREAS, the Trinity County Transportation Commission (TCTC) has prepared an Overall Work Program (OWP) for the 2016/17 Fiscal Year (FY); and

WHEREAS, the OWP becomes the basis for the TCTC's activities, work program, and budget for 2016/17 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 2016/17 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;

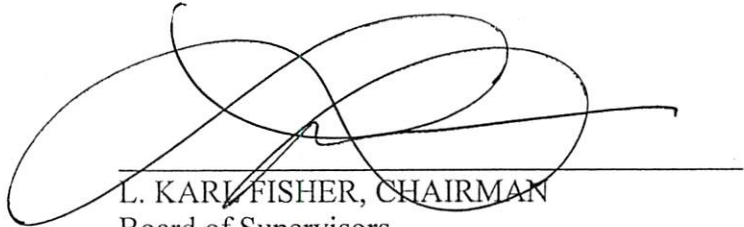
BE IT FURTHER RESOLVED:

1. That the TCTC hereby authorizes submittal of the OWP for the 2016/17 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 2016/17, 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 21st day of June, 2016 by the Board of Supervisors of the County of Trinity sitting as the Trinity County Transportation Commission by motion, second (Morris/Burton), and the following vote:

AYES: Supervisors Burton, Morris, Groves, Fenley and Fisher
NOES: None
ABSENT: None

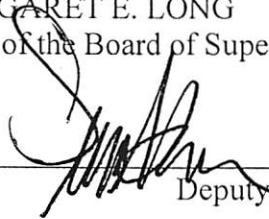
ABSTAIN: None
RECUSE: None



L. KARI FISHER, CHAIRMAN
Board of Supervisors
County of Trinity
State of California

ATTEST:

MARGARET E. LONG
Clerk of the Board of Supervisors

By:  Deputy

The foregoing is a correct copy of the original instrument on file in this office.

Attest: MARGARET E. LONG
Clerk of the Board of Supervisors of
the County of Trinity, State of
California,

By:  Deputy