

# SIERRA COUNTY TRANSPORTATION COMMISSION



## OVERALL WORK PROGRAM FOR TRANSPORTATION PLANNING

**FISCAL YEAR 2010  
July 1, 2009 to June 30, 2010**

**Adoption Date:**

**April 29, 2009**

**SIERRA COUNTY  
TRANSPORTATION COMMISSION  
Post Office Box 98  
Downieville, CA 95936**

**Telephone: (530) 289-3201  
Facsimile: (530) 289-2828**

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## **FOREWORD**

The Sierra County Transportation Commission serves as the Regional Transportation Planning Agency (RTPA) for the County of Sierra. Through coordination with the City of Loyalton, the County, Caltrans, and the Communities of Sierra County, and in conformance with other plans and studies including the Sierra County General Plan-2012 and the City of Loyalton General Plan – 1993, the Sierra County Transportation Commission identifies transportation needs, proposes solutions and assists in implementation of projects conceived to create a balanced regional transportation system, while protecting the rural qualities of Sierra County.

Sierra County is located at the northern terminus of California's historic Motherlode in the Sierra Nevada mountain range. The County's land area covers approximately 985 square miles with elevations from 1,725 feet to 8,760 feet.

The County is bordered by Plumas and Lassen Counties to the north, Washoe County in the State of Nevada to the east, Nevada County to the south, and Yuba County to the west. Sierra County is divided by the crest of the Sierra Nevada Mountains into eastern and western sections. State Route 49 provides primary access between these two sections traversing the Yuba Pass. Western Sierra County is characterized by dense forest on mountainous terrain divided by deep river canyons. Scenic beauty and peaceful solitude attract tourists, campers, hikers and fishermen. The topography of Eastern Sierra County is dominated by the Sierra Valley, a rich high altitude (5,000 feet) area known for cattle ranching and farming. Sierra Valley accounts for one tenth of the County's total acreage and over half of the county's population.

The mountainous terrain and limited accessibility cause Sierra County to be relatively isolated with one of the smallest population bases in California. The City of Loyalton, originally known as Smith's Neck and later Smithneck, is the only incorporated city in the County (1901) and has a population of 862 (2002 US Census). Loyalton is located in eastern Sierra County. The county seat resides in Downieville, located in western Sierra County with a population of 304. The remaining county population and physical improvements are concentrated into small towns or communities scattered throughout the county. As of December 31, 2001 there were 3,882 registered automobiles and trucks and 2,609 licensed drivers in Sierra County of which 910 are over the age of 55 (DMV, Jan. 2002).

Slow growth in population and development mark the history of Sierra County following the end of the gold rush era of the mid-1800s. Forestry products, livestock and field crops are the leading commodities produced in the region. Recreation and tourism are also important to the economy. The county currently has no large-scale employment centers or commercial zones. Sierra Pacific Industries (SPI), the only major private employer in Sierra County, permanently closed its milling operation in Loyalton in January, 2001. Currently SPI has entered into a Memorandum of Understanding with City of Loyalton and Sierra County to develop a business park and residential area on the mill property.

The purpose and objectives of this Overall Work Program is to identify specific activities to be performed during the term of the OWP, with emphasis on identification of planning activities that implement the current Regional Transportation Plan (RTP), and those that can be utilized in

development of the next RTP. In the process of development of the 2010 FY OWP, special consideration is given to the applicable planning factors identified by the Transportation Bill, Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) which are described below.

The Sierra County Regional Transportation Plan – 2005 identifies specific short term and long term transportation projects, and the OWP for transportation compliments the RTP.

The Transportation Bill entitled *Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users* (SAFETEA-LU) identifies eight planning factors to be considered in the planning process:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the 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 planning factors were integrated into the 2009 FY OWP of Sierra County and are carried forth in the 2010 FY OWP.

## **ORGANIZATION**

### **Sierra County Transportation Commission**

The Sierra County Transportation Commission (SCTC) is a transportation planning agency created pursuant to Title 3, Division 3, Chapter 2, Article 11, Section 29532.1 of the State of California Government Code. As the RTPA for Sierra County the SCTC coordinates transportation planning for the City of Loyalton and the unincorporated area of Sierra County.

### **Technical Advisory Committee (TAC)**

The Technical Advisory Committee consists of staff members from Sierra County, City of Loyalton, California Highway Patrol, the United States Forest Service, Caltrans District 3, and Local Transit Operators, and the Office of Emergency Services Coordinator.

### **Social Services Transportation Advisory Council (SSTAC)**

The SSTAC is prescribed by the Transportation Development Act (P.U.C. Section 99238). The SSTAC recommends action to the Commission relative to the unmet transit needs, and advises the SCTC on transit issues.

### **Advisory Bodies**

Other advisory bodies to the Sierra County Transportation Commission include the Airport Advisory Committee, the Citizens Advisory Committee, the Productivity Committee, and the Operational Area Emergency Council which all meet ad hoc and provide technical input on transportation issues, and help ensure coordination and cooperation in the transportation planning process.

## **WORK PROGRAM**

The work program summarizes the transportation planning activities that will be administered by SCTC during the 2010 FY. The eight elements of the work program give direction and emphasis to specific elements of the planning process, and helps ensure that the process meets the needs and priorities of the region and the state. The Work Program also provides a basis for budgeting revenues and expenditures for the eight elements of the Overall Work Program.

SCTC is an active agency collaborating with Federal, State, regional and local agencies, and the private sector in the transportation planning process. Working with consultants, advisory bodies and seeking public opinion on work programs and projects through all stages of project development contribute to the balance of planning for the different transportation needs of this rural region of Northern California.

SCTC is conducting outreach efforts with Native American communities, organizations, groups, and individuals and provides ample opportunity for their input throughout the transportation planning process when their cultural, religious and ancestral site may be impacted by transportation planning and projects. In addition, SCTC is employing public participation process to reach other traditionally under-represented and under-served populations such as the elderly, disabled, low-income, and minority (i.e. Black, Hispanic, Asian American, American Indian/Alaskan Native, and Pacific Islander) community groups.

The Work Elements of this OWP will identify activities required to meet the purpose and objectives of this OWP, including, but not limited to, the following:

- Implementation of the Regional Transportation Plan-2005 which includes the actions, funding recommendations, and policy direction necessary to meet the needs of each regional transportation component including integration of the RTP to other plans or policies.
- Updating the Regional Transportation Plan as required every 5 years.
- Discussion of regional issues being addressed and identification of specific planning activity.
- Interaction with the community through news media, community forums, the internet, and solicitation of participation in transportation planning processes.
- Identification of partners and other participants including consultants in transportation planning process, as well as definition of their specific roles or expected contributions.
- Participation with public agencies and committees within Sierra County to incorporate transportation related aspects of disaster response, including transit, into the Sierra County Emergency Preparedness Plan.
- Communication and participation with Caltrans on proposed projects in Sierra County, including review of the projects against the filter of the RTP policies and goals.
- Reference to in-progress work and proposed work for the 2010 FY, including end-products, and carried-over work.
- Coordination with the public agencies within Sierra County on legislation and statewide policy issues in order to ensure that the region receives appropriate attention and funding from the State of California and the Federal Government.
- Participation in interregional planning projects and review of contiguous counties' RTPs to ensure that Sierra County projects are congruent with regional and statewide transportation goals, while validating the plans and policies of Sierra County.
- Administration of TDA (Transportation Development Act) Funds, ensuring that all statutory requirements are met, including identification of the region's transit needs.
- Identification and funding of eligible transportation improvement projects based on those that are identified in the RTP, RTIP and those that are most effective and beneficial to the region, and those that reflect the planning factors of SAFETEA-LU.
- Provision of Revenue and Expenditures Summaries.
- Document outreach efforts and meetings with traditionally under-represented and under-served populations and their community leaders.

## WORK ELEMENT 1 – ADMINISTRATION

### **Purpose:**

Ensuring that all administrative, review and planning responsibilities of the Sierra County Transportation Commission (SCTC) are met in a thorough and timely manner is a major objective of Work Element 1. Achieving participation by the general public and interested organizations and agencies in all aspects of the of the regional transportation planning process, including providing information in an accessible format to the public.

The comprehensive planning process utilized in the development of the Sierra County Overall Work Program assures that funds expended on planning projects will implement the goals stated in the Regional Transportation Plan and the eight planning factors of SAFETEA-LU.

Management and operations are of primary importance in SCTC project development and financing processes. SCTC manages RTPA funds, including Transportation Development Act funds, to ensure that all statutory requirements are met. Administrative and financial support for the operation of the SCTC and its advisory committees are met through general services and communications, and administration of the TDA consistent with law for receiving, reviewing, and approving claims.

### Continuing Work:

- Contract for and oversee fiscal and performance audits as required.
- Provide administrative support and fulfill planning responsibilities of the Sierra County Transportation Commission and its advisory committees.
- Provide assistance to claimants in completing claims and resolving audit findings and/or recommendations.
- Budget (cost allocation) for office expenses and equipment maintenance.
- Purchase of hardware/software as needed for transit, transportation planning.
- Accounting/payroll activities directly related to Transportation planning.
- Personnel administration directly related to transportation planning operations.
- Development and ongoing administration of the Sierra County Transportation Commission Web Page on the Sierra County Website.
- Development and oversight of Overall Work Program and annual budgets.
- Enter into and administer the Overall Work Program Agreements (OWPA) and Amendments.
- Track legislation relative to the transportation planning process (please note that RPA funds will not be used to support lobbying efforts).
- Maintain Policy and Procedures Manual to reflect legislative changes for transportation planning functions.
- Provide for RTPA staff training, public and commissioner members planning workshops.
- Technical Advisory Committee Activities.
- Provide Liaison from SCTC to Sierra County Board of Supervisors and Loyalton City Council.
- Triennial Performance Audit for Period Ending June 30, 2009.
- Administration of Master Fund Transfer Agreement.

Products:

- Current Overall Work Program 2010 FY
- Sierra County Transportation Commission agendas, meeting packets, resolutions, minutes, notices, and correspondence
- 2008-2009 annual audit of RTPA funds and accompanying financial report
- Executive Director’s Reports
- Triennial Performance Audit 2009 FY
- CTC and Departmental staff training programs
- STIP programming and processing
- Quarterly expenditure reports
- Midyear Budget Review and Amendment
- Annual Budget
- Press Releases
- Reports on legislative measures
- Policies and Procedure Manual Updates
- Update DBE Program
- Annual Report of financial transactions of TPAs
- Findings of Apportionment
- Transportation Page on Sierra County Website
- Provide information for public dissemination for SCTC, SSTAC, and TAC through updated website, brochures, posted notices, and newsletters.

**Budget- Work Element 1- Administration**

<b>Revenue</b>		
	Rural Planning Assistance (OWPA)	\$23,200
	Local Transportation Fund (LTF)	\$17,427
	Total Revenue	\$40,627
<b>Expenses</b>		
	Office Expenses	\$3,500
	Equipment	\$1,000
	Training	\$1,000
	Travel, Meals, Lodging	\$800
	Professional Memberships	\$1,000
	Contingencies	\$1,177
	Payroll	\$21,650
	Professional Services	\$10,500
	Total Expenses	\$40,627

## **WORK ELEMENT 2 – Transportation Studies, Project Development & Financing**

### **Purpose:**

With the objective to continue to develop a transportation system that meets the unique transportation needs of this mountainous, rural county, Work Element 2 includes studies, project development, and funding overviews of STIP and TEA projects as well as ongoing transportation system management and operation.

Safety, security and mobility of the traveling public, goods movement, socio-economic considerations, and responsible stewardship of the environment are the driving forces behind the Sierra County Transportation Commission's program that seeks funding opportunities and resources for transportation projects that will meet needs, and enhance existing systems. With efficient management and operations of highest consideration, the SCTC works to maintain opportunities for partnership and use of leverages to enhance all aspects of transportation in Sierra County, including improvement projects, enhancement projects, and transit projects. SCTC continues to look for ways to improve connectivity between modes of transportation with the goal of improved energy conservation.

Good Movement in Sierra County is limited to the very short section of Interstate 80 of which is of great significance to our state and country but overall has a very small impact to Sierra County. Goods movement on State Routes 49 and 89 and Ridge Road are the backbone of our local commercial infrastructure. The primary use for locally produced goods is agricultural and ranch commerce on the east side of the county and forestry products on the west side of the county.

Funding in this work element includes Rural Planning Assistance, STIP/PPM, and Local Transportation Funds. RPA funds are only utilized for the planning portions of this element, the monitoring and development portions are funded with PPM and LTF funds.

### Continuing Work:

- Applications for State and Local Planning Assistance Grants, including the Safe Routes To Schools State and Federal Funding Opportunities -RPA funds.
- Preparation of documents necessary to secure funding for transportation planning projects utilizing- RPA funds.
- Analysis and action on the proposed Economic Stimulus funding opportunities - RPA Funds.
- Incorporation of results of studies into the RTP and ongoing evaluation of transportation alternatives for future RTP, for motorized and non-motorized users – RPA Funds.
- Maintain Pavement Management System to ensure current information on road conditions, traffic counts and traffic sign maintenance -RPA Funds.
- Development and adoption of a Regional Transportation Improvement Program that is consistent with the RTP- RPA Funds.
- Development of Performance Measures to quantify results and implementation of RTP & RTIP - RPA Funds.

- Communication and participation in workshops with Caltrans on proposed projects to be developed within the County and ensure that the policies and goals of the RTP are implemented - PPM Funds.
- Development of engineering feasibility studies, alternatives analysis, and project study reports (PSRs), including consideration of provisions for bicycle and pedestrian access where feasible for bridge replacement and rehabilitation projects - PPM Funds.
- Preparation of Project Nomination Sheets for the RTIP - PPM Funds.
- Provide planning, programming and monitoring of all RTIP projects in conformance with STIP Guidelines, to implement Senate Bill 45 - PPM Funds.
- Preparation of bidding documents for approved transportation planning projects - PPM / LTF funds.
- Identification of the right of way for construction of future transportation projects, including un-used right of way needed for future transportation corridors and facilities including, but not limited to airports and intermodal transfer stations - PPM Funds.
- Incorporation of intermodal transit and intermodal facilities, bicycle transportation facilities and pedestrian walkways in plans and programs where appropriate - RPA Funds.
- Consider airport-ground transportation and transportation to recreational areas and other major trip-generating sites in planning studies as appropriate - RPA Funds.
- Review environmental documents - PPM /LTF Funds
- Development and/or modification of tools that allow for better assessment of transportation impacts on community livability - RPA Funds.
- Ensure that projects developed at the regional level are compatible with statewide and interregional transportation needs - RPA Funds.
- Review the regional project screening process, ranking process, and programming guidelines ensuring comprehensive cost/benefit analysis of all project types are considered - RPA Funds.
- Develop life cycle cost analyses for all proposed transportation projects and services and for transportation rehabilitation, operational and maintenance activities. RPA Funds.
- Include environmental streamlining provided in the federal “tool kit” wherever possible in contracts - RPA Funds.
- Develop, request, coordinate and administer transportation funding sources, as available - RPA Funds.
- Project tracking for various transportation planning related projects - RPA Funds.
- Include consideration of livable community concepts in project development whenever possible; i.e. creation of walkable, pedestrian friendly design and linkages or bikeways. RPA Funds.
- Consider “smart growth” principals in all project development - RPA Funds.
- Utilization of local media and presentations to local organizations including Lions, Rotary, youth clubs and others to disseminate information and gather community response from all groups including groups traditionally under-represented and under – served populations such as the elderly, disabled, low-income, and community groups to ensure environmental justice - RPA Funds
- Document outreach efforts and meetings with traditionally under-represented and under-served populations and their community leaders - RPA Funds.

- Identify goods movement issues and increased needs with in Sierra County and develop an action plan to address these needs.

Current Products:

- Bid Documents for current Transportation and TE projects
- 2010 FY annual audit of RTPA funds and accompanying financial report
- Transportation Enhancement Projects:
  - Loganville Visitor Center in cooperation with USFS – Completed in 2009
  - North Yuba Biker/Hiker Trailhead in cooperation with USFS – Completed in 2009
  - Sierra Valley Visitor Center in Calpine – Completed in 2009
  - Sierra City Visitor Center Completion
- Pearl Street Bridge Replacement
- Main Street, Alleghany, Slide Repair – Completed in 2008
- Jim Crow Bridge Replacement
- Salmon Lake Road Bridge Replacement
- Packer Lake Road Bridge
- Ridge Road Rehabilitation
- A-23 / A24 Projects
- SR89 Wildlife Crossing
- Plumago Bridge Replacement
- Mountain House Road Rehabilitation
- Little Truckee River Bridge Replacement

**Budget- Work Element 2- Project Development**

<b>Revenue</b>		
	Rural Planning Assistance (OWPA)	\$24,200
	Local Transportation Fund (LTF)	\$29,300
	STIP/PPM	\$55,000
	Total Revenue	\$108,500
<b>Expenses</b>		
	Training	\$4,500
	Travel/Per Diem	\$3,500
	Payroll	\$70,500
	Professional Services	\$30,000
	Total Expenses	\$108,500

### **WORK ELEMENT 3– Regional Transportation Plan**

#### **Purpose:**

The Sierra County Transportation Commission will work within the parameters of the State of California planning requirements to develop a comprehensive regional transportation planning document which includes the actions, funding recommendations and policy direction necessary to meet the needs of each transportation system component in the region.

The plan will consider both short and long term goals, and is to present clear, concise, policy guidance to local and state officials relating to those goals.

#### Continuing Work:

- Development of the Regional Transportation Plan-2010
- Define solutions and implementation issues in terms of the multimodal transportation system, land use and economic impacts, financial constraints, air quality and environmental concerns (including wetlands, endangered species and cultural resources).
- Assess the operational and physical continuity of transportation system components within and between metropolitan and rural areas, and interconnections to and through regions.
- Coordination of the transportation planning with land use and development planning process within region, including conducting outreach efforts to traditionally under-represented and under-served populations such as elderly, disabled, low-income, and minority (i.e. Black, Hispanic, Asian American, American Indian/Alaskan Native, and Pacific Islander) community groups and their leaders.
- Work with Airport Advisory Committee on needs and improvements.
- Update and maintain RTP databases.
- Identification and pursuit of funding sources for transportation projects.

#### Products:

- Current RTP
- Current Aviation Capital Improvement Plan.
- Document outreach efforts and meetings with traditionally under-represented and under-served populations and their community leaders.

**Budget- Work Element 3- Regional Transportation Plan**

<b>Revenue</b>		
	Rural Planning Assistance (OWPA)	\$15,400
	Local Transportation Fund (LTF)	\$7,100
	Total Revenue	\$22,500
<b>Expenses</b>		
	Travel/Per Diem	\$500
	Payroll	\$21,000
	Professional Services	\$1,000
	Total Expenses	\$22,500

## **WORK ELEMENT 4 – Regional Transportation Improvement Program**

### **Purpose:**

The Sierra County Transportation Commission will develop and adopt a Regional Transportation Improvement Program that is consistent with the Regional Transportation Plan. State guidelines will be utilized and State requirements will be met in the development of these planning documents.

The RTIP will ensure that all transportation projects are prioritized for current and future funding and programming. Inclusive approaches that integrate and balance community, aesthetic, historic and environmental values with transportation safety, maintenance and performance goals will be utilized.

SCTC tracks current legislation and statewide policy issues to ensure that this rural region receives appropriate attention and funding from the State of California and the Federal Government. SCTC strives to be creative in assisting the region in developing the revenues to construct improvement projects.

### Continuing Work:

- Development of Regional Transportation Improvement Plan, on a biennial basis, that is consistent with the Regional Transportation Plan.
- Development of Regional Transportation Improvement Plan for STIP Augmentation, with Safety and Security in Transportation Planning heavily considered.
- Work with Department and CTC staff to process STIP amendments as needed.
- Work with Departments and local agencies to identify projects for future STIP cycles.
- Work with jurisdictions to monitor RTIP project status.
- Utilize Regional Future Development and Transportation Project lists to develop long range RTIP.
- Maintain information for Highway Performance Monitoring System (HPMS).
- Assess distribution of benefits and adverse environmental impacts at both the plan and project level.
- Develop, request, coordinate and administer transportation funding sources, as available.
- Identify and analyze issues relating to integration of transportation and community goals and objectives in land use, housing, economic development, social welfare, environmental justice and environmental preservation, as well as the eight planning factors of SAFETEA-LU.
- Conduct planning activities (including corridor studies, and other transportation planning studies) to identify and develop candidate projects for the Federal State Transportation Improvement Program (FSTIP).
- Conduct community meetings and workshops as part of regular SCTC meetings.

Products:

- Current, adopted RTIP
- Updated RTIP in response to STIP Augmentation
- Development of a Five Year Transportation Project List

**Budget- Work Element 4- Regional Transportation Improvement Program**

<b>Revenue</b>		
	Rural Planning Assistance (OWPA)	\$13,600
	Local Transportation Fund (LTF)	\$24,400
	Total Revenue	\$38,000
<b>Expenses</b>		
	Travel/Per Diem	\$1,000
	Payroll	\$24,500
	Professional Services	\$11,000
	Contingency	\$1,500
	Total Expenses	\$38,000

## WORK ELEMENT 5 – Aviation

### Purpose:

The Sierra County Transportation Commission will meet the State aviation planning requirements, including current comprehensive and updated regional aviation transportation planning document. Aviation is addressed in the 2005 Regional Transportation Plan as well as in the County General Plan. Aviation planning will include consideration of and coordination of safety, access, development, economic opportunity, emergency services, and alternate modes of transportation to the Sierraville-Dearwater Airport. RPA funds will only be used in the ground access planning for the Sierraville-Dearwater Airport.

### Continuing Work:

- Update project list for the 10 year Airport Capital Improvement Program (CIP) Element of the California Aviation System Plan.
- Complete the Capital Improvement Plan.
- Process applications for funding of projects and evaluate identified needs for improvements to the County airport at Sierraville-Dearwater Field.
- Compile current data, charts, maps and narratives for inclusion in the RTP.
- Review and update Department Division of Aeronautics inventory of existing aviation facilities.
- Review and update financial element provided by Division of Aeronautics.
- Compare Federal and State forecasts provided by Division of Aeronautics including any local forecasts.
- Work with Airport Advisory Committee and Economic Development Committee to evaluate identified needs for uses of and improvements to the Sierraville-Dearwater Airport including ground access to and from the airport.
- Attend Technical Advisory Committee meetings.

### Products:

- Capital Improvement Plan for Sierraville-Dearwater Airport.
- Aviation Element of the RTP.

### Budget- Work Element 5 – Aviation

<b>Revenue</b>		
	Rural Planning Assistance (OWPA)	1,500
	Local Transportation Fund (LTF)	3,000
	Total Revenue	4,500
<b>Expenses</b>		
	Travel/Per Diem	500
	Payroll	3,500
	Professional Services	500
	Contingency	
	Total Expenses	4,500

## **WORK ELEMENT 6 – Transportation Studies and TDA Transit Activities Coordination**

### **Purpose:**

Sierra County Transportation Commission authorizes two van transportation transit programs which are operated by local non-profit senior citizen organizations to serve Elderly and Disabled population groups of Sierra County, as well as general public. Demographics substantiate that a high percentage of elderly and disabled in Sierra County also low income. SCTC staff provides communication, support and coordination for the transit programs which provide non-emergency, yet critically important transportation to these groups, as well as other transit users within the region.

SCTC conscientiously conducts the “Unmet Transit Needs” identification process, and monitors the activities of contiguous RTPAs to review potential interregional mobility and access.

Coordination of transit planning and land use and transportation planning is critical to the goal of increasing ridership and reducing vehicular traffic. By reducing vehicle traffic and increasing safety on the traveled ways the environmental impacts caused by traffic are lessened.

By nature, rural transit agencies’ opportunities for growth and increase in ridership may be limited, however SCTC annually seeks potential opportunities to conduct outreach efforts, with the goal of increasing ridership and serving a cross section of user groups, including traditionally under-represented and under-served populations such as elderly, disabled, low-income, and minority (i.e. Black, Hispanic, Asian American, American Indian/Alaskan Native, and Pacific Islander) community groups and their leaders. In addition, improved accessibility for people, protection and enhancement of the environment, energy conservation, and improvement to the quality of life are key factors of SAFETEA-LU that are addressed by this work element.

Researching sources of revenue for operation expenses and capital purchases is crucial to the continued successful operation of the transit programs.

### Continuing Work:

- Purchase two replacement transit vans utilizing PTISEA and ARRA Section 5311 capital assistance funds.
- Purchase a radio communication system for each transit provider utilizing Prop 1B Transit Security Grant funds.
- Administration of the Transportation Development Act program and funds for authorized transit programs.
- Administer and Coordinate SSTAC.
- Conduct public meetings, workshops and solicit public input toward the development of Sierra County Coordinated Public Transit – Human Services Transit Plan.
- Adoption of the Sierra County Coordinated Public Transit – Human Services Transit Plan.
- Development of Social Service Transportation Action Plan and analyses of same for implementation.

- Actively pursue coordination of transportation programs with Social Service Providers, both non-government and government.
- Applications for Federal Transit Administration Grants.
- Identify and document transportation facilities, projects and services required to meet regional and interregional mobility and access needs.
- Develop and implement parking ordinances.
- Conduct transit needs assessments and prepare transit development plans and transit marketing plans as appropriate.
- Conduct special studies as required or identified in the RTP.
- Conduct public workshops related to the development of the Sierra County Coordinated Public Transit and Human Services Plan.
- Investigate methods to reduce vehicle travel and methods to expand and enhance travel services.
- Review, revise and update the Transit Development Plan, as necessary.
- Coordinate transit activities with County Safety and Risk Management programs.
- Coordinate transit activities in relation to County Emergency Preparedness Planning.
- Explicitly address safety in federal and state regulations in County contracts with van operators, consultants and vendors where appropriate.
- Act as liaison for Elderly and Handicapped Van Program.
- Ensure that security devices as defined by FTA are included as standard equipment in all transit vehicles.
- Ensure that each public transit agency has included in its business plan of operation, plans for emergency response to earthquakes, floods, fires, and other types of unforeseeable emergencies.
- FTA Section 5311 annual reimbursement for operational and administrative costs of Sierra County transit system.
- Develop the Sierra County Bicycle Plan.
- Update speed zone ordinances.
- Annual public hearing for definition and determination of “Unmet Needs Which are Reasonable to Meet.”
- Develop Pedestrian Plan
- Complete Study for development impact fees.
- Conduct transportation studies as required.
- Continual analysis of recommendations of the Short Range Transit Plan.
- Development of the updated Short Range Transit Plan.
- Conduct programs that encourage fare box returns of at least 10% of Van programs.
- Document outreach efforts and meetings with traditionally under-represented and under-served populations and their community leaders.

**Budget- Work Element 6- Transportation Studies**

<b>Revenue</b>	
Rural Planning Assistance (OWPA)	\$ 25,000.00
Local Transportation Fund (LTF) 855	\$ 29,127.39
State Transit Assistance	\$ 30,000.00
TSSDRA 855	\$ 5,700.00
FTA Section 5311 opr asst 855	\$ 40,000.00
FTA Section 5311 cpt asst 855	\$ 75,000.00
PTMISEA cpt asst 855	\$ 18,000.00
Total Revenues	\$ 222,827.39
<b>Expenses</b>	
Travel/Per Diem	\$ 1,000.00
Elderly & Handicapped Van Operation	\$ 109,627.39
Purchase of Transit Vans	\$ 93,000.00
Payroll	\$ 13,000.00
Equipment	\$ 5,700.00
Professional Services	\$ 500.00
Total Expenses	\$ 222,827.39

## WORK ELEMENT 7 – Intergovernmental Review and Public Outreach

### **Purpose:**

The Sierra County Transportation Commission actively promotes increased coordination and communication between state, local and non-governmental agencies involved in transportation planning, integrating Title IV, Environmental Justice, local regional, inter-regional, governmental and non-governmental agencies into the State Planning system.

There is a focus on strengthening public involvement efforts and serving traditionally under-served and under-represented groups in the planning process, including coordination of non-emergency transportation services.

### Continuing Work:

- Assess need and opportunity for improved coordination and communications with other agencies and implement those changes as they are developed.
- Conduct outreach efforts to traditionally under-represented and under-served populations such as the elderly, disabled, low-income, and minority (i.e. Black, Hispanic, Asian American, American Indian/Alaskan Native, and Pacific Islander) community groups and their leaders, and document these efforts.
- Participate in Rural Counties Task Force.
- Participate in appropriate local level mandates.
- Seek out opportunities to speak before public groups and interested parties to provide information on regional transportation issues.
- Prepare news releases for the media on transportation issues and decisions.
- Involve the public in the transportation planning process.
- Perform analysis of County General Plan to determine impact of planned development on the regional transportation system and coordinate resolution of areas of potential discrepancy.
- Coordinate County General Plan and City of Loyalton General Plan with existing and projected transportation needs to determine land development impacts on transportation.
- Participate in the process of State Transportation Improvement Program.
- Administer and coordinate required changes resulting from TEA-21.
- Promote, coordinate and integrate ITS activities among the transportation agencies.
- Conduct public meetings in accordance with open meeting laws.
- Review options for improving information dissemination to minority, low income, senior and disabled, and other under served populations.
- Review options for improving minority and low income participation/involvement.
- Participate with regional, local and state agencies, the general public and the private sector in planning efforts to identify and implement policies, strategies, programs, and actions that maximize and implement the regional transportation infrastructure.
- Conduct collaborative public participation efforts to further extend transportation planning to communities previously not engaged in discussion.

- Create, strengthen and use partnerships to facilitate and conduct regional planning activities between California Department of Transportation (Department), MPOs, RTPAs, transit districts, cities, counties, the private sector and other stakeholders.
- 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.
- Facilitate private sector involvement in transportation planning.
- Work with appropriate agencies and developers to reach agreement on proper mitigation measures, and strategies to finance, implement and monitor these mitigation measures; after mitigation measures are implemented and determined to be effective, report status to project sponsors.
- Use partners to identify and implement policies, strategies, programs and actions that enhance the movement of people, goods, services and information.
- Conduct public hearings to satisfy state, federal and local planning mandates.
- Schedule public hearings with Sierra County Board of Supervisors and Loyalton City Council regarding transportation related matters.
- Provide information on regional transportation planning to the public service providers, and other agencies.
- Participate with CalACT in transit related issues.
- Incorporate comments from others into the RTP and other transportation planning materials.
- Preserve existing transportation facilities implementing ways to meet transportation needs by using existing transportation facilities more efficiently. Owners and operators of transportation facilities/systems work together developing operational objectives and plans maximizing utilization of existing facilities.
- Involve Federal and State permit and approval agencies early and continuously in the regional transportation planning process to identify and examine issues to develop necessary consensus and agreement; collaborate with Army Corps of Engineers, National Fish and Wildlife Service, Environmental Protection Agency and other federal agencies responsible for permits and National Environmental Protection Act (NEPA) approvals and with state resources agencies to comply with California Environmental Quality Act (CEQA).
- Assess opportunities and need for coordination of ridesharing, bicycling, rail, transit, and air transportation.
- Support activities of the SCTC advisory committees.
- Administer and coordinate provisions of federal ISTEA and TEA-21 legislation.
- Attend federal and state workshops and technical advisory committee meetings.
- Provide support for transportation providers.
- Facilitate communications with California Transportation Commission and Caltrans.
- Participate in opportunities to provide new technology and encourage its use.
- Provide recommendations regarding State Highway 49 and 89 (Transportation Corridor Reports).
- Execute the State Exchange Program Agreement and administer funds.

**Budget- Work Element 7- Intergovernmental Review & Public Outreach**

<b>Revenue</b>		
	Rural Planning Assistance (OWPA)	\$13,100
	Local Transportation Fund (LTF)	\$7,900
	Total Revenues	\$21,000
<b>Expenses</b>		
	Travel/Per Diem	\$1,000
	Legal Notices	\$2,000
	Payroll	\$16,500
	Professional Services	\$1,500
	Contingency	
	Total Expenses	21,000

**WORK ELEMENT 8 – Department (CALTRANS) Activities within Sierra County FY 2009/20010**

Activity	Description	Products
<b>System Planning</b>	Completion of System Planning documents used by Caltrans and its transportation partners to assist in the identification of State Highway improvements.	District System Management Plans; Transportation Concept Reports for the following State Routes: 49, 89 and for Interstate 80; · Transportation System Development Plan; · Corridor System Management Plans for segments of Interstate 80 and State Route 49
<b>Advanced Planning</b>	Completion of project initiation documents (PID's) (e.g.; Project Study Reports) in preparation for programming resources for capital projects.	To be determined in consultation with SCTC.
<b>Regional Planning</b>	Participate in and assist with various regional planning projects and studies.	Attend SCTC meetings and advisory committees. Review and assist with the development of SCTC's OWP and amendments; RTP's; RTIP; STIP; State and Federal grant funding applications. Participate in local planning meetings and workshops. Advise on Statewide developments in regards to all Caltrans Planning Activities.
<b>Local Development Review Program</b>	Review of all local development proposals potentially impacting the State Highway System.	Recommendations to lead agencies to ensure the identification of local development impacts to the State Highway System and the necessary mitigation measures.

**Budget- Work Element 8**

Funding source/ budget: In-kind services provided by Department Staff (Caltrans).

# Budget Summary

## Revenue

### ESTIMATE OF AVAILABLE FUNDS FOR LTF & STA 2010FY

(Based upon Sierra County Auditor mid-year estimate and Sierra County DOT trial balance 3/13/09)

#### LTF (FUND 855)

Estimated Balance @ 3/13/2009	\$98,000
08-09 Estimated Sales Tax	\$50,000
08-09 Estimated Interest	\$0
Section 5311 Annual Reimbursement Cycle 28 Application	\$40,000
Section 5311 ARRA Capital Assistance Application	\$75,000
PTISEA Capital Assistance Application	\$18,000
TSSSDRA 1B Transit Security Grant	\$5,700

**Total Estimate Fund 855** **\$286,700**

#### STA (FUND 854)

Estimated Balance @ 3/13/2009	\$45,000
08-09 Estimated Sales Tax-STA	\$0
08-09 Estimated Interest	\$0

**Total Estimate Fund 854** **\$45,000**

#### **Transit funds Balance**

**\$331,700**

#### TRANSPORTATION PLANNING (FUND 853)

Estimated Balance OWPA form 2008/09 RTPA OWP Guidance 11/10/2008	\$116,000
Estimated Interest	\$0
Estimated STIP PPM - PPM is estimated at figure shown in 2007 STIP	\$55,000

**\$171,000**

#### **TOTAL ESTIMATED SCTC BUDGET**

**\$502,700**

## Expenses

### *SUMMARY SHEET ALL WORK ELEMENTS*

	(RPA) 853	LTF 855	STA - 854	PPM/STIP 853	Total all Accounts
Work Element 1	\$23,200	\$17,427	\$0	\$0	\$40,627
Work Element 2	\$24,200	\$29,300	\$0	\$55,000	\$108,500
Work Element 3	\$15,400	\$7,100	\$0	\$0	\$22,500
Work Element 4	\$13,600	\$24,400	\$0	\$0	\$38,000
Work Element 5	\$1,500	\$3,000	\$0	\$0	\$4,500
Work Element 6	\$25,000	\$167,827	\$30,000	\$0	\$222,827
Work Element 7	\$13,100	\$7,900	\$0	\$0	\$21,000
<b>TOTALS</b>	<b>\$116,000</b>	<b>\$256,954</b>	<b>\$30,000</b>	<b>\$55,000</b>	<b>\$457,954</b>

**SIERRA COUNTY TRANSPORTATION COMMISSION**

**In the Matter of  
FY 2009-2010 Overall Work Program**

**Resolution 2009-009**

**WHEREAS**, the Sierra County Transportation Commission is the Regional Transportation Planning Agency for the Sierra County Regional Area; and,

**WHEREAS**, the current uniform Memorandum of Understanding was executed August 1988 by Sierra County Transportation Commission and CALTRANS; and,

**WHEREAS**, the Overall Work Program summarizes the transportation planning activities to be undertaken by the Sierra County Transportation Commission during the 2009/2010 Fiscal Year; and

**WHEREAS**, no action in this Overall Work Program would preclude mobility opportunities or accessibility with regard to disadvantaged groups.

**NOW, THEREFORE, BE IT RESOLVED** that the FY 2009/2010 Overall Work Program and the 2009/2010 Overall Work Program Agreement are hereby approved and adopted.

**BE IT FURTHER RESOLVED** that Tim H. Beals, Executive Director of the Sierra County Transportation Commission, is hereby appointed authorized signatory for the OWPA.

**PASSED AND ADOPTED** by the Sierra County Transportation Commission on the 29<sup>th</sup> day of April, 2009, by the following vote:

<b>AYES:</b>	<u>Shelton; Bighaus; Whitley; Moore; Huebner; Goicoechea</u>
<b>NOES:</b>	<u>None</u>
<b>ABSTAINED:</b>	<u>None</u>
<b>ABSENT:</b>	<u>Hood</u>

  
\_\_\_\_\_  
**Gary Shelton, CHAIRPERSON**  
*Sierra County Transportation Commission*

**ATTEST:**

  
\_\_\_\_\_  
*Miriam B. Dines, Executive Secretary to the Commission*