

BUTTE COUNTY ASSOCIATION  
OF GOVERNMENTS



BOARD OF DIRECTORS  
MEETING FEBRUARY 28, 2019

## Acronyms for Butte County Association of Governments

ACRONYM	MEANING
AB	Assembly Bill
ACOE	Army Corps of Engineers
AFR	Accident Frequency Ratio
APS	Alternative Planning Strategy
AQMD	Air Quality Management District
ARB	Air Resource Board
AVL	Automatic Vehicle Location
BCAG	Butte County Association of Governments
CALCOG	California Association Council of Governments
CARB	California Air Resource Board
CEQA	California Environmental Quality Act
CMAQ	Congestion Mitigation & Air Quality
CON	Construction
CTC	California Transportation Commission
CTIPS	California Transportation Improvement Program System
DFG	California Department of Fish and Game
DOT	Department of Transportation
EIR	Environmental Impact Report
EMFAC	Emissions Factors
EPA	Environmental Protection Agency
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FTIP	Federal Transportation Improvement Program
FY	Fiscal Year
GARVEE	Grant Anticipation Revenue Vehicle Program
GhG	Greenhouse Gas Emissions
GIC	Geographical Information Center
GIS	Geographic Information Systems
GPS	Global Positional Satellite
HCP	Habitat Conservation Plan
IIP	Interregional Improvement Program
IPG	Intermodal Planning Group
ITIP	Interregional Transportation Improvement Program
ITS	Intelligent Transportation Systems
JPA	Joint Powers Agreement
LAFCO	Local Agency Formation Commission
LTF	Local Transportation Fund
MPO	Metropolitan Planning Organization
NAAQS	National Air Quality Standards
NCCP	Natural Community Conservation Plan
NEPA	National Environmental Policy Act
NMFS	National Marine Fisheries Service (Also NOAA Fisheries)

ACRONYM	MEANING
NOAA	National Oceanic and Atmospheric Administration Fisheries (Also NMFS)
OWP	Overall Work Program
PA&ED	Project Approval & Environmental Document
PDT	Project Development Team
PEER	Permit Engineering Evaluation Report
PL	Federal Planning Funds
PPH	Passengers Per Revenue Hour
PLH	Public Lands Highway
PPM	Planning Programming & Monitoring
PPNO	Project Programming Number
PS&E	Plans, Specifications & Estimates
PSR	Project Study Report
PTMISEA	Public Transportation Modernization Improvement and Service Enhancement Account
PUC	Public Utilities Code
R/W	Right of Way
RFP	Request for Proposals
RHNA	Regional Housing Needs Allocation
RHNP	Regional Housing Needs Plan
RIP	Regional Improvement Program
RTAC	Regional Target Advisory Committee
RTIP	Regional Transportation Improvement Program
RTP	Regional Transportation Plan
RTPA	Regional Transportation Planning Agency
SACOG	Sacramento Area Council of Governments
SAFETEA-LU	Safe Accountable Flexible Efficient Transportation Equity Act: A Legacy for Users
SCEA	Sustainable Community Environmental Assessment
SCS	Sustainable Community Strategy
SDP	Strategic Deployment Plan
SHOPP	State Highway Operation Protection Program
SSTAC	Social Services Transportation Advisory Council
STA	State Transit Assistance
STIP	State Transportation Improvement Program
TAC	Transportation Advisory Committee
TAOC	Transit Administrative Oversight Committee
TCRP	Transportation Congestion Relief Program
TDA	Transportation Development Act
TE	Transportation Enhancements
TIP	Transportation Improvement Program
TPP	Transit Priority Project
TSGP	Transit Security Grant Program
USACE	United States Army Corps of Engineers
USFWS	United States Fish and Wildlife Service
UTN	Unmet Transit Needs
WE	Work Element



# BCAG BOARD OF DIRECTORS MEETING

February 28, 2019  
9:00 a.m.



## BCAG Board Room

326 Huss Drive, Suite 100  
Chico, CA 95928

### BCAG BOARD MEETING LIVE STREAM

[www.youtube.com/channel/UCHidik5N5lu0dU8NwhK3hIw](http://www.youtube.com/channel/UCHidik5N5lu0dU8NwhK3hIw)

1. Pledge of Allegiance
2. Roll Call

Members of the public may comment on any item on the agenda at the time the item is taken up by the Board of Directors. We ask that members of the public come forward to be recognized by the Chair, state your name and address for the record, and keep remarks brief.

### CONSENT AGENDA

3. Approval of Minutes from the January 24, 2019 BCAG Board of Directors Meeting (Attachment) – **Victoria**

### ITEMS REMOVED FROM CONSENT AGENDA – *If Any*

### ITEMS FOR ACTION

4. Acceptance of BCAG Fiscal Audit and TDA Audits for the Cities, Town and County for the year ending June 30, 2018 (Attachment) - **Julie**
5. Authorization for Executive Director to Sign Cooperative Agreement with Caltrans District 3 to Implement State Route 191 Mitigation Requirements (Attachment) - **Andy**

### ITEMS FOR INFORMATION

6. 2020 Regional Transportation Plan (RTP) & Sustainable Communities Strategy (SCS) Development Schedule (Attachment) – **Ivan**

7. 2019 Public Participation Plan Update (Attachment) – **Ivan**
8. Post Camp Fire Regional Population & Transportation Study (Attachment) - **Brian**
9. 2019 California Transportation Commission (CTC) Town Hall Meeting Hosted by BCAG for the North State Super Region (Attachment) - **Ivan**
10. Butte Regional Transit *B-Line* FY 2018/19 2<sup>nd</sup> Quarter Report (Attachment) - **Jim**
11. Butte Regional Transit (B-Line) Operations Proposals Update– (Attachment) - **Andy**
12. Unmet Transit Needs Public Meetings Schedule (Attachment) – **Jim**

## ITEMS FROM THE FLOOR

13. Members of the public may present items to the BCAG Board of Directors but no action will be taken other than placement on a future agenda.

## ADJOURN TO CLOSED SESSION (**Item will be sent separately**)

14. Public Employee Annual Evaluation – (Government Code 54957)  
Executive Director

## ADJOURNMENT

15. The next meeting of the BCAG Board of Directors has been scheduled for Thursday, March 28, 2019, **at the BCAG Board Room.**

*Copies of staff reports or other written documentation relating to items of the business referred to on the agenda are on file at the office of the Butte County Association of Governments (BCAG). Persons with questions concerning agenda items may call BCAG at (530) 809-4616.*

***Any handouts presented by speakers are to be distributed to the Board by the Clerk of the Board.***

BUTTE COUNTY ASSOCIATION  
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING  
ITEM #3



**DRAFT MEETING MINUTES  
OF THE BUTTE COUNTY  
ASSOCIATION OF GOVERNMENTS  
January 24, 2019**

The following minutes are a summary of actions taken by the Board of Directors. A digital recording of the actual meeting is available at BCAG’s office located at 326 Huss Drive, Suite 150, Chico, CA.

Board Member Connelly called the meeting to order at 9:01 a.m. at the BCAG Board Room, 326 Huss Drive, Suite 100, Chico CA.

**MEMBERS PRESENT**

Bill Connelly	Supervisor	District 1
Steve Lambert	Supervisor	District 4
Tami Ritter	Supervisor	District 3
Jody Jones	Mayor	Town of Paradise
Nathan Wilkinson	Councilmember	City of Biggs
Debra Lucero	Supervisor	District 2
Doug Teeter	Supervisor	District 5
Randall Stone	Mayor	City of Chico
Ray Borges	Councilmember	City of Gridley

**MEMBERS ABSENT**

Unknown	Councilmember	City of Oroville
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**STAFF PRESENT**

Jon Clark	Executive Director
Andy Newsum	Deputy Director
Ivan Garcia	Transportation Programming Specialist
Brian Lasagna	Regional Analyst
Chris Devine	Planning Manager
Jim Peplow	Senior Planner
Victoria Proctor	Administrative Assistant

**OTHERS PRESENT**

- Linda Furr, League of Women Voters of Butte County
- Scott Winters, Mains’l Services
- Marta de los Santos, Mains’l Services
- Jeannie Lee Schroeder, Mains’l Services

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Election of Chair and Vice Chair for the 2019 Calendar Year**

## **CONSENT AGENDA**

4. Approval of Minutes from the December 13, 2018 BCAG Board of Directors Meeting
5. Approval of Federal Transit Administration (FTA) Drug and Alcohol Policies & Procedures and Resolution 2018/19-11
6. Approval and Adoption of Transdev Equal Employment Opportunity (EEO) Program and Resolution 2018/19-12
7. Approval of Amendment #2 to the 2018/19 Overall Work Program & Budget

Board Member Connelly was nominated for Chair by Board Member Teeter which was seconded by Board Member Jones and unanimously approved.

Board Member Jones was nominated for Vice Chair by Board Member Teeter which was seconded by Board Member Wilkinson and unanimously approved.

On motion by Board Member Stone, and seconded by Board Member Lucero the Consent Agenda was unanimously approved.

## **ITEMS FOR ACTION**

### **8: Approval of MAP-21 Safety Performance Measure (PM1) Targets**

Staff presented the Board with an overview of the statewide MAP-21 Safety Performance Measure (PM1) Targets. Board Member Lucero voiced concerns about Butte County's ability to meet these targets in light of the Camp Fire in November, and Staff assured the Board that these are targets only and no penalty will be made on the county level for failure to meet those targets.

On motion by Board Member Jones and seconded by Board Member Lucero, the MAP-21 Safety Performance Measure Targets were approved.

## **ITEMS FOR INFORMATION**

### **9: Butte Regional Conservation Plan (BRCP) Update**

Staff updated the Board on the current status of the BRCP. There was discussion between the new board members and staff on various points of the plan, as well as how we are planning to proceed with the government shutdown. Since the plan can't be approved until the Department of the Interior receives funding, there was concern voiced by Board Member Lucero regarding our ability to bring this plan into fruition. Staff assured the Board that an extension will be obtained if needed, and that they are doing all they can to insure it is not needed.

**BCAG Board of Directors Meeting – Item #3**

**February 28, 2019**

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Board Member Ritter had specific questions regarding the effective area of the BRCP and there was general discussion as to why the boundary was set up to exclude Paradise and Magalia. Board Member Connelly suggested that any Board Member with questions about the BRCP set up a separate meeting with Staff to go over it since the plan has been in the works for the past 12 years.

**ITEMS FROM THE FLOOR**

**10: Public Comment**

Board Members Jones made a public comment before adjournment asking Staff to brief the Board on the public tour Staff took with SACOG of the Highway 70 area and Paradise. Staff detailed the positive nature of the trip and stated that it served to bring a lot of attention to the work being done on Highway 70, and the work that is needed after the Camp Fire in Paradise.

**ADJOURNMENT**

With no further items to discuss, the BCAG Board meeting adjourned at 9:37 AM.

**Attest:**

*Jon Clark, Executive Director*

*Victoria Proctor, Board Clerk*

*Butte County Association of Governments*



BUTTE COUNTY ASSOCIATION  
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING  
ITEM #4



## BCAG BOARD OF DIRECTORS

## Item #4 Action

February 28, 2019

### ACCEPTANCE OF BCAG FISCAL AUDITS AND TDA AUDITS FOR CITIES, TOWN AND COUNTY FOR THE YEAR ENDING JUNE 30, 2018

**PREPARED BY:** Julie Quinn, Chief Fiscal Officer

**ISSUE:** BCAG is required to prepare a fiscal audit annually. In addition, BCAG prepares the fiscal and compliance audits for the Transportation Development Act (TDA) claimants for both Local Transportation Funds (LTF) and State Transit Assistance (STA) funds. BCAG's fiscal audit and the TDA audits have been completed and are being presented to the BCAG Board for acceptance.

**DISCUSSION:** *BCAG Audit:* In accordance with State and Federal regulations, BCAG's basic financial statements and supplemental information have been audited by independent auditors, Richardson & Associates, certified public accountants. Included in the agenda packet is a copy of the BCAG audit for the fiscal year ending June 30, 2018. The Independent Auditor's Report is located on page 1 shows an unmodified (clean) opinion. A review of the fiscal year is presented in the Management's Discussion and Analysis, located on pages 3-12. The Independent Auditors' Report on Compliance, beginning on page 53, indicates that there were no financial statement findings, State compliance findings or major federal award program findings in the BCAG audit. Ingrid Shepline, of Richardson & Associates, will be on hand to review the audit and answer any questions. Also included are the Independent Auditors' Management Letter and a Required Statement of Accounting Standards letter.

*TDA Audits:* BCAG annually budgets for the preparation of the required TDA audits for each of the claimants. The audit covers receipt and use of TDA funds for each of the cities, town and county, as well as the City of Gridley Senior Taxi Fund. Each board member should have a copy of their jurisdiction's TDA audit included in the agenda packet. There were no current findings associated with the TDA audits; however the auditors did make some suggestions in the Independent Auditors' Management Letter regarding improvements to the process. Staff is in agreement with the comments and is developing a plan to incorporate the suggestions.

**STAFF RECOMMENDATION:** The Chief Fiscal Officer requests the BCAG Board of Directors accept the BCAG annual fiscal audit and the TDA audits prepared for the claimants for the fiscal year ending June 30, 2018.

Key staff: Julie Quinn, Chief Fiscal Officer  
Jon Clark, Executive Director

BUTTE COUNTY ASSOCIATION  
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING  
ITEM #5



## BCAG BOARD OF DIRECTORS

## Item #5 Action

February 28, 2019

### **AUTHORIZATION FOR EXECUTIVE DIRECTOR TO SIGN COOPERATIVE AGREEMENT WITH CALTRANS DISTRICT 3 TO IMPLEMENT STATE ROUTE 191 MITIGATION REQUIREMENTS**

**PREPARED BY:** Andy Newsum, Deputy Director

**ISSUE:** On behalf of Caltrans District 3, BCAG is implementing mitigation requirements for the State Route 191 safety project completed in 2017.

**DISCUSSION:** Late in 2016, BCAG was approached by Caltrans to assist in implementing identified environmental mitigation requirements for the project on an approximate two (2) mile section of State Route 191 between Butte College and the Town of Paradise (PM 6.8 to 8.6).

Mitigations required are the perpetual preservation of 181.5 acres of blue oak woodland habitat. District 3 Caltrans Environmental and BCAG staff entered into a dialog to determine the funding and details supporting a Cooperative Agreement for BCAG to accomplish the work on behalf of Caltrans District 3. In mid-February, terms stated in the Cooperative Agreement have been finalized. On behalf of Caltrans District 3, BCAG staff will locate and purchase, by conservation easement or fee title, the necessary acreage of blue oak woodland to accomplish the mitigation.

In addition to the execution of Cooperative Agreement, BCAG will locate suitable oak woodland habitat and develop the following documents to implement and complete the mitigation requirements:

- Land Management Plan
- Agreement Declaring Restrictive Covenants
- Conservation Easement
- Endowment Agreement

**STAFF RECOMMENDATION:** Authorize the Executive Director to sign the Cooperative Agreement with Caltrans District 3 to accomplish SR 191 Mitigation Requirements.

Key Staff: Jon Clark, Executive Director  
Andy Newsum, Deputy Director/Project Manager  
Chris Devine, Planning Manager

BUTTE COUNTY ASSOCIATION  
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING  
ITEM #6



## BCAG BOARD OF DIRECTORS

## Item #6 Information

February 28, 2019

### **2020 REGIONAL TRANSPORTATION PLAN (RTP) & SUSTAINABLE COMMUNITIES STRATEGY (SCS) DEVELOPMENT SCHEDULE**

**PREPARED BY:** Ivan Garcia, Transportation Programming Specialist

**ISSUE:** BCAG is responsible for state and federally required transportation plans and programs in the region including the Regional Transportation Plan (RTP)/Sustainable Communities Strategy (SCS).

**DISCUSSION:** The RTP/SCS is adopted every 4 years to identify the region's long-range transportation plan for a 20-year minimum horizon. The 2020 RTP/SCS will cover the years from 2020 to 2040. The current RTP/SCS was adopted in December 2016. As such, the update is scheduled to be adopted by December 2020. The process to update the Plan began at the start of the 2018/19 fiscal year and will be continue through 2020.

The RTP/SCS serves as the foundation for the development of the short-range Regional Transportation Improvement Program (RTIP) and the Federal Transportation Improvement Program (FTIP). The RTP/SCS can be amended at any time by the BCAG Board of Directors. As information is developed it will be posted online at the BCAG website.

The 2020 RTP/SCS will contain the following:

1. RTP/SCS Document – including all required elements (Policy, Action, Financial and the SCS)
2. Air Quality Conformity Analysis and Determination – demonstrating that the projects in the RTP/SCS conform to the applicable federal air quality requirements.
3. Environmental Impact Report – complying with the California Environmental Quality Act requirements

The following activities related to the development of the 2020 RTP/SCS have been provided for the Board's information and discussion.

#### Camp Fire

Prior to the Camp Fire, BCAG staff had been coordinating with the local jurisdictions in preparing the long-term regional growth forecasts of population, housing, and

employment, a key piece of the RTP/SCS which informs the forecasted development pattern included in the plan. Following the Camp Fire, BCAG staff have been meeting with state and federal agencies and local jurisdiction partners to determine the best course of action for the 2020 RTP/SCS considering the significant impacts to population, housing, employment, and the transportation system. At this point, meeting the original target completion date of December 2020 appears to be the best path considering the cyclical nature of the plan (every 4 years) and the relation to other programs and projects which rely on the plan (i.e., Regional Housing Needs Plan, FTIP, Air Quality, and local land use, housing, and transportation plans and projects). Therefore, BCAG will resume development of the plan and work to utilize the “best available” data in preparing the regional growth forecasts and forecasted development pattern, as required by statute.

### Schedule

Included as an attachment for the Board’s review and comment is the latest revised schedule for the 2020 RTP/SCS. As scheduled, BCAG staff is working to prepare the Policy, Action and Financial Elements over the next few months.

The Policy Element will include the goals, objectives and policies for the RTP/SCS. This chapter will be reviewed to ensure any changes in guidance are incorporated, such as prioritizing performance measures.

The Action Element includes each mode of transportation and will identify specific projects which can be reasonably anticipated to be completed within the timeframe of the plan.

The Financial Element will identify financial projections for each fund source that is typically programmed in the FTIP and or RTIP.

BCAG staff will continue to inform the BCAG Board regarding the development of the 2020 RTP/SCS which is scheduled to be adopted by the BCAG Board of Directors in December 2020. All aspects of the RTP/SCS are developed in consultation with the BCAG Transportation Advisory Committee.

**STAFF RECOMMENDATION:** This item is presented for information only.

Key Staff: Ivan Garcia, Transportation Programming Specialist  
Brian Lasagna, Regional Analyst

BUTTE COUNTY ASSOCIATION OF GOVERNMENTS - 2020 REGIONAL TRANSPORTATION PLAN AND SUSTAINABLE COMMUNITIES STRATEGY (RTP/SCS)  
 Schedule

2018 RTP/SCS Tasks	2018												2019												2020											
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
<b>RTP/SCS Development</b>																																				
Public Outreach																																				
Permitting Public Draft Policy and Financial Elements																																				
Public Draft (All Elements)																																				
Final																																				
<b>Policy Element</b>																																				
Review Existing and Update																																				
Public Draft																																				
Final																																				
<b>Financial Element</b>																																				
Develop Financial Forecasts																																				
Public Draft																																				
Final																																				
<b>Action Element</b>																																				
Regional Growth Forecasts																																				
Review and Revise Project Priorities																																				
Performance Measures																																				
Regional Road Network																																				
Public Draft																																				
Final																																				
<b>Air Quality Conformity Determination</b>																																				
Draft																																				
Final																																				
<b>Environmental Impact Report</b>																																				
Prepare RFP and Acquire Consultant																																				
Notice of Preparation / Initial Study																																				
Draft																																				
Final																																				

Updated 02/28/19

 Board of Directors

 Public Meeting/Workshop()



BUTTE COUNTY ASSOCIATION  
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING  
ITEM #7



## BCAG BOARD OF DIRECTORS

## Item #7 Information

February 28, 2019

### 2019 PUBLIC PARTICIPATION PLAN UPDATE

**PREPARED BY:** Ivan Garcia, Transportation Programming Specialist

**ISSUE:** BCAG is required to update its Public Participation Plan (PPP) reflecting changes to the Regional Transportation Plan/Sustainability Communities (RTP/SCS) guidance.

**DISCUSSION:** Minor updates to the PPP are needed to reflect updated guidelines for the development of the 2020 RTP/SCS. Staff will update the PPP to address Environmental Justice and Federal Title VI requirements as required. Staff is currently updating the language and will present it to the BCAG Transportation Advisory Committee for review and comment as well as hold an open house public workshop for public input.

An open house public workshop will be scheduled in early March. The workshop will be noticed in the local newspaper, posted online at BCAG's website and posted on the B-Line system.

Staff will present the updated PPP at the March 2019 Board meeting for approval. Once adopted, the BCAG Board may amend the PPP at any time. BCAG's review of the PPP for any needed updates will coincide with the development of the RTP/SCS.

**STAFF RECOMMENDATION:** This item is presented for information only.

Key Staff: Ivan Garcia, Transportation Programming Specialist  
Brian Lasagna, Regional Analyst

BUTTE COUNTY ASSOCIATION  
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING  
ITEM #8



## BCAG BOARD OF DIRECTORS

## Item #8 Information

February 28, 2019

### POST CAMP FIRE REGIONAL POPULATION & TRANSPORTATION STUDY

**PREPARED BY:** Brian Lasagna, Regional Analyst

**ISSUE:** The Butte County Association of Governments (BCAG) is the state designated Regional Transportation Planning Agency (RTPA) and federally designated Metropolitan Planning Organization (MPO) for the Butte County region. As such, BCAG is responsible for developing long-term regional growth forecasts and maintaining a regional travel demand model (TDM) to assist in the preparation and analysis of regional transportation, housing, land use and air quality plans and the associated environmental documents. The forecasts and TDM are also utilized by local agencies in preparing and analyzing transportation and land use plans and projects. Following the Camp Fire, the estimates of current population, housing, land use, and travel are unknown. In addition, the existing long-term forecasts of these planning elements are likely no longer applicable to the region.

**DISCUSSION:** On November 8, 2018, the Camp Fire burned through the incorporated Town of Paradise (*population 26,572*) and the unincorporated communities of Magalia, Concow, Butte Creek Canyon and Pulga in Butte County. The Camp Fire is the largest and most devastating fire in California's history and the most destructive in the nation in the past 100 years.

The aftermath of the Camp Fire has left an estimated 30,000 residents displaced with many of them now living in temporary or unconventional housing in the various communities of Butte County including incorporated areas of Chico, Oroville, Gridley and Biggs. An unknown number of residents are also estimated to have permanently or temporarily relocated to the neighboring counties of Tehama, Glenn, Colusa, Sutter and Yuba or other areas in and out of state.

The overnight redistribution of population has resulted in an immediate and significant impact to local traffic circulation and infrastructure, medical institutions, schools and housing availability in these neighboring cities. There has also been an unanticipated demand for additional services, including increased transit operations to evacuation shelters and temporary housing areas established throughout the county, and to social service agencies providing support to evacuees located within these areas.

In December of 2018, BCAG began coordinating meetings with city and county planning and public works departments to identify immediate needs and get a general understanding of the changing transportation and housing patterns and how to collect

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useful data to address these needs, establish current estimates, and develop future forecasts of *transportation, housing, and employment*.

Based on these immediate needs, BCAG developed a proposal to prepare a regional transportation and population study which will look at regional population, housing, employment, and traffic data for pre (2018) and post (2020) Camp Fire time periods. In addition, the study will develop several scenarios for the 2030 time period based on existing research, empirical data, and existing policies available at the time of study development. The purpose of the study will be to inform the 2024 RTP/SCS and various land use, transportation, and housing plans and projects beyond the “best available” data used in development of the 2020 RTP/SCS.

BCAG recently received notification from Caltrans that the proposal was approved. Work on the project is expected to commence in July 2019 with the acquisition of a knowledgeable and experienced consultant team. It is anticipated the project will be completed prior to July 2021.

BCAG staff will continue to inform the BCAG Board regarding the development of study.

**STAFF RECOMMENDATION:** This item is presented for information only.

Key Staff:     Jon Clark, Executive Director  
                  Andy Newsum, Deputy Director  
                  Brian Lasagna, Regional Analyst

BUTTE COUNTY ASSOCIATION  
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING  
ITEM #9



## BCAG BOARD OF DIRECTORS

## Item #9 Information

February 28, 2019

### **2019 CALIFORNIA TRANSPORTATION COMMISSION (CTC) TOWN HALL MEETING HOSTED BY BCAG FOR THE NORTH STATE SUPER REGION**

**PREPARED BY:** Ivan Garcia, Transportation Programming Specialist

**ISSUE:** BCAG has been selected by the California Transportation Commission (CTC) to host the spring 2019 Town Hall meeting in Chico at the BCAG Board Room.

**DISCUSSION:** The purpose of the Town Hall is to showcase the region in a less formal environment and highlight projects or concerns the region is facing. Two years ago, BCAG hosted a Town Hall in Chico for Butte County only. The “North State Super Region” (NSSR) is composed of California’s northern 16 counties from Butte County to the Oregon border.

The CTC is responsible for programming and allocating funds for the construction of highway, passenger rail, transit and active transportation improvements throughout California. The Commission also advises and assists the Secretary of the California State Transportation Agency and the Legislature in formulating and evaluating state policies and plans for California’s transportation programs. The Commission is also an active participant in the initiation and development of State and Federal legislation that seeks to secure financial stability for the State’s transportation needs.

Regular CTC meetings are held in large cities whereas Town Hall meetings are held in smaller communities. Two Town Hall meetings are held each year, typically one in northern California and one in southern California. Due to the remoteness of the smaller counties, CTC staff reached out to BCAG to host a NSSR to highlight northern California. The CTC - NSSR Town Hall is scheduled for:

CTC – NSSR Town Hall  
Wednesday, April 10, 2019  
BCAG Board Chambers  
326 Huss Drive, Suite 100  
Chico CA 95928  
Estimated time: 10 a.m. - 3 p.m.

Reception: 4 p.m. – 7 p.m.  
Chico Event Center  
197 E 2nd St, Chico, CA 95928

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Staff has attached a draft agenda for planning purposes. A final agenda will be presented at the March Board meeting. The BCAG Board is invited to attend.

**STAFF RECOMMENDATION:** This item is presented for information only.

Key Staff: Jon Clark, Executive Director  
Ivan Garcia, Transportation Programming Specialist



**DRAFT AGENDA**

**WEDNESDAY, April 10<sup>th</sup> 10:00 a.m.**

**BCAG Board Chambers**

**10:00 a.m.** Welcome to the Region – (Bill Connelly, Chair, BCAG) \*\*\* Invited\*\*\*

- North State Super Region – (Ivan Garcia)
- Mechoopda Indian Tribe of the Chico Rancheria (Sandra Knight & Trin Campos)
- Modoc County Transportation Commission (Debbie Pedersen)
- Lassen County Transportation Commission (Matt Boyer)
- Caltrans Office of Planning & Operations (Andy Cook, Chief Office of Planning & Operations)

**Lunch Break** - At BCAG, Onsite Tour of Butte Regional Transit Facility - If interest

**1 p.m.**

- Shasta Regional Transportation Agency (Dan Little)
- City of Chico & Town of Paradise (Brendan Ottoboni & Marc Mattox)
- BCAG & Caltrans District 03 (Jon Clark & Amarjeet Benipal)

**2:30/3 p.m. – 4 p.m.** After Last Presentation - Bus Tour thru Paradise for those interested (1 Hour total time)

**4 p.m. to 7 p.m.** – Reception at Chico Event Center following tour of Paradise

BUTTE COUNTY ASSOCIATION  
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING  
ITEM #10



## BCAG BOARD OF DIRECTORS

## Item #10 Information

February 28, 2019

### **BUTTE REGIONAL TRANSIT- BLINE 2018/19 2nd QUARTER REPORT**

**PREPARED BY:** Jim Peplow, Senior Planner

**ISSUE:** Butte Regional Transit provides quarterly reports for fiscal year 2018/19.

**DISCUSSION:** The attached tables present a summary of key financial and operational results for Butte Regional Transit. Financial data presentation compares results to annual budget and prior year to date. Operations tables represent a performance-based assessment in comparison to the same quarter of the prior fiscal year. The measures of revenue, expense, ridership, vehicle revenue hours and passengers per vehicle revenue hour are broken down by the four types of service – fixed route and paratransit; urban and rural. This separation helps to define where improvements and/or issues are taking place. Accidents and complaints, gauging safety and customer satisfaction, are analyzed for the system as a whole.

As expected, in the aftermath of the Camp Fire, the 2<sup>nd</sup> quarter numbers have been significantly impacted, especially in the rural services. Since November 8, three routes have been suspended or modified - Routes 31 (Paradise-Oroville), 40 (Paradise-Chico) and 41 (Magalia-Chico). Route 31 has still not resumed operation. Route 41 began a modified schedule on December 3 in conjunction with residents being allowed to return to the Magalia area. Once the evacuation orders were lifted for Paradise, Route 40 began running a modified schedule on December 24<sup>th</sup>. These modified schedules for both routes 40 and 41 are still currently in place.

Additional items effecting the fixed routes during the quarter are the school closures which impacted ridership and free fare days from November 14<sup>th</sup> through the 30<sup>th</sup> which provided 38,506 rides.

After the Camp Fire, the Paratransit service on the Ridge was suspended and one additional vehicle was placed into service in the Chico area to handle the impact of relocated passengers. When fixed route service was resumed on the Ridge a Paratransit vehicle was made available for on-demand service.

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**February 28, 2019**

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**Rural Fixed Route** is exceeding the TDA (Transportation Development Act) farebox ratio requirement of 10% ticket sales to operating expenditures. It is currently operating at a ratio of 20%. As expected, ridership for the quarter was down 22% from prior year quarter. With modification of routes, revenue hours are down 13.2% for the quarter. Expenditures for services and supplies were 44% of the annual budget for the year. Interestingly, the farebox revenues are 50% of budget. This could be due to pre-sold passes.

**Urban Fixed Route** is meeting the TDA farebox ratio requirement of 20%, at 20.8%. The ridership saw a decrease of 7% over the prior year quarter. Farebox is 48% of the projected budget. Service hours are in line with budget expectations, while expenditures are at 46% of the annual budget.

**Rural Paratransit** is slightly higher than the TDA farebox ratio requirement of 10%, currently at 11.1% for the year. The ridership and service hours are both down 34% from the prior year's quarter. Passenger Fares are 42% of budget expectations. With the suspension of service on the Ridge expenditures are 39% of budget.

**Urban Paratransit** is meeting the TDA farebox ratio requirement at 10.5%. Ridership is down 7% from the prior year quarter. Because of the added vehicle from Paradise service hours saw a 5.7% increase for the quarter. Farebox revenues are on pace at 52% of budget. Expenditures are in line with budget expectations at 50% of the annual budget.

**Overall** - The number of accidents for the quarter was at a ratio of 122,142 miles per accident, well above our established standard of one accident per every 80,000 miles. The number of complaints during this past quarter is well within our expected ratio.

**STAFF RECOMMENDATION:** This item is presented for information only.

Key Staff: Jim Peplow, Senior Planner  
Julie Quinn, Chief Fiscal Officer

Butte Regional Transit  
2nd Quarter Financial Report  
Fiscal Year 2018/19

	Rural Fixed Route					Urban Fixed Route				
	17/18 Actual to Date	% of 17/18 Budget	18/19 Annual Budget	18/19 Actual to Date	% of 18/19 Budget	17/18 Actual to Date	% of 17/18 Budget	18/19 Annual Budget	18/19 Actual to Date	% of 18/19 Budget
Passenger Fares	\$ 272,124	52%	\$ 504,250	\$ 253,677	50%	\$ 352,773	47%	\$ 757,546	\$ 360,091	48%
Other Income	\$ 728,093	32%	\$ 2,405,115	\$ 815,129	34%	\$ 761,391	25%	\$ 3,005,881	\$ 769,476	26%
<b>Total Income</b>	<b>\$ 1,000,217</b>	<b>36%</b>	<b>\$ 2,909,365</b>	<b>\$ 1,068,806</b>	<b>37%</b>	<b>\$ 1,114,164</b>	<b>30%</b>	<b>\$ 3,763,427</b>	<b>\$ 1,129,567</b>	<b>30%</b>
Services & Supplies	\$ 1,220,797	48%	\$ 2,659,165	\$ 1,167,876	44%	\$ 1,688,892	47%	\$ 3,629,987	\$ 1,680,126	46%
Admin Charges	\$ 132,292	60%	\$ 250,200	\$ 98,781	39%	\$ 70,555	60%	\$ 133,440	\$ 52,684	39%
<b>Total Expense</b>	<b>\$ 1,353,089</b>	<b>49%</b>	<b>\$ 2,909,365</b>	<b>\$ 1,266,657</b>	<b>44%</b>	<b>\$ 1,759,447</b>	<b>47%</b>	<b>\$ 3,763,427</b>	<b>\$ 1,732,810</b>	<b>46%</b>
Farebox Ratio	20.1%		17.3%	20.0%		20.1%		20.1%	20.8%	
Revenue Hours	13,344		25,400	12,430	49%	22,173		44,697	22,102	49%
Annual Passengers	160,607			137,431		390,397			342,741	
Annual Pass/Rev Hr	12.0			11.1		17.6			15.5	

Notes:

Other Income includes: Payments from jurisdictions, FTA grants, Interest, Proceeds from Sales, other miscellaneous income.

~Jurisdiction revenue can vary due to timing of booking carryover credits.

~FTA grant revenue is booked at year end and cash comes in the following fiscal year.

Service & Supplies include: Payments to Contactor, Fuel, Insurance, Maintenance, Marketing, and other minor expenses.

Butte Regional Transit  
2nd Quarter Financial Report  
Fiscal Year 2018/19

	Rural Paratransit					Urban Paratransit				
	17/18 Actual to Date	% of 17/18 Budget	18/19 Annual Budget	18/19 Actual to Date	% of 18/19 Budget	17/18 Actual to Date	% of 17/18 Budget	18/19 Annual Budget	18/19 Actual to Date	% of 18/19 Budget
Passenger Fares	\$ 81,590	48%	\$ 171,180	\$ 72,612	42%	\$ 96,448	52%	\$ 192,896	\$ 100,106	52%
Other Income	\$ 815,187	54%	\$ 1,506,604	\$ 753,302	50%	\$ 421,505	25%	\$ 1,716,766	\$ 582,559	34%
Total Income	<u>\$ 896,777</u>	53%	<u>\$ 1,677,784</u>	<u>\$ 825,914</u>	49%	<u>\$ 517,953</u>	28%	<u>\$ 1,909,662</u>	<u>\$ 682,665</u>	36%
Services & Supplies	\$ 762,128	43%	\$ 1,644,389	\$ 638,825	39%	\$ 866,522	48%	\$ 1,862,697	\$ 933,070	50%
Admin Charges	\$ 21,089	66%	\$ 33,395	\$ 16,319	49%	\$ 21,089	66%	\$ 46,965	\$ 23,244	49%
Total Expense	<u>\$ 783,217</u>	43%	<u>\$ 1,677,784</u>	<u>\$ 655,144</u>	39%	<u>\$ 887,611</u>	48%	<u>\$ 1,909,662</u>	<u>\$ 956,314</u>	50%
Farebox Ratio	<u>10.4%</u>		<u>10.2%</u>	<u>11.1%</u>		<u>10.9%</u>		<u>10.1%</u>	<u>10.5%</u>	
Revenue Hours	10,808		25,400	8,684	34%	12,380		26,000	12,831	49%
Annual Passengers	39,544			32,702		44,985			42,902	
Annual Pass/Rev Hr	3.7			3.8		3.6			3.3	

Notes:

Other Income includes: Payments from jurisdictions, FTA grants, Interest, Proceeds from Sales, other miscellaneous income.

~Jurisdiction revenue can vary due to timing of booking carryover credits.

~FTA grant revenue is booked at year end and cash comes in the following fiscal year.

Service & Supplies include: Payments to Contactor, Fuel, Insurance, Maintenance, Marketing, and other minor expenses.

**B-Line Operating Data**  
**FY 2018/19 - Second Quarter**

**RURAL FIXED ROUTE**

Quarter	Passengers			Vehicle Revenue Hours			Passengers per Revenue Hr		
	17/18	18/19	change	17/18	18/19	change	17/18	18/19	change
1st	79,371	73,990	-6.8%	6,682	6,645	-0.6%	11.9	11.1	-6.3%
2nd	81,236	63,441	<b>-21.9%</b>	6,662	5,785	<b>-13.2%</b>	12.2	11.0	<b>-10.1%</b>
3rd	77,344			6,723			11.5		
4th	76,058			6,731			11.3		

**URBAN FIXED ROUTE**

Quarter	Passengers			Vehicle Revenue Hours			Passengers per Revenue Hr		
	17/18	18/19	change	17/18	18/19	change	17/18	18/19	change
1st	183,742	150,990	-17.8%	10,908	10,710	-1.8%	16.8	14.1	-16.3%
2nd	206,655	191,751	<b>-7.2%</b>	11,265	11,392	<b>1.1%</b>	18.3	16.8	<b>-8.2%</b>
3rd	202,924			11,299			18.0		
4th	171,889			11,098			15.5		

**RURAL PARATRANSIT**

Quarter	Passengers			Vehicle Revenue Hours			Passengers per Revenue Hr		
	17/18	18/19	change	17/18	18/19	change	17/18	18/19	change
1st	20,392	20,118	-1.3%	5,571	5,206	-6.6%	3.7	3.9	5.6%
2nd	19,152	12,584	<b>-34.3%</b>	5,237	3,478	<b>-33.6%</b>	3.7	3.6	<b>-1.1%</b>
3rd	19,343			5,174			3.7		
4th	19,671			5,123			3.8		

**URBAN PARATRANSIT**

Quarter	Passengers			Vehicle Revenue Hours			Passengers per Revenue Hr		
	17/18	18/19	change	17/18	18/19	change	17/18	18/19	change
1st	22,813	22,289	-2.3%	6,267	6,372	1.7%	3.6	3.5	-3.9%
2nd	22,172	20,613	<b>-7.0%</b>	6,113	6,459	<b>5.7%</b>	3.6	3.2	<b>-12.0%</b>
3rd	22,096			6,255			3.5		
4th	22,810			6,494			3.5		

**PREVENTABLE ACCIDENTS**

Qtr-FY	Accidents	Miles	Ratio (1 per x)
2-18/19	3	366,430	<b>122,142</b>
1-18/19	3	405,564	135,187
4-17/18	8	410,260	51,282
3-17/18	5	409,049	81,809

**VALID PASSENGER COMPLAINTS**

Complaint	Rides	Ratio (1 per x)
2	286,839	<b>143,419</b>
1	265,842	265,841
10	290,428	29,042
8	321,707	40,212

BUTTE COUNTY ASSOCIATION  
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING  
ITEM #11





## BCAG BOARD OF DIRECTORS

## Item #11 Information

February 28, 2019

### **REQUEST FOR PROPOSALS (RFP) FOR BUTTE REGIONAL TRANSIT OPERATIONS CONTRACT UPDATE**

**PREPARED BY:** Andy Newsum, Deputy Director

**ISSUE:** A solicitation through a Request for Proposals (RFP) has been made available to all service providers interested in providing the BLine administration, operations and maintenance services for the contract cycle beginning in July 2019.

**DISCUSSION:** In accordance with Federal Transit Administration (FTA) and State Transit Assistance (STA) funding obtained for operating the services contract, BCAG/BLine staff released an RFP on December 3<sup>rd</sup>, 2019 soliciting interest from all service providers capable of delivering the identified Scope of Work. The RFP has been made available on the BCAG website and Transit Talent Publication and website assuring maximum exposure to transit providers. On Tuesday January 15, 2019 a mandatory pre-proposal meeting was held at the BCAG offices with the 5 following service providers attending:

- Transdev
- Total Transit
- Storer Transit
- First Transit
- National Express

Several questions were received and answered prior to and following the mandatory pre-proposal meeting.

One (1) proposal was received in the BCAG offices on February 12<sup>th</sup>, 2019 from Transdev. BCAG/BLine Administrative Selection Committee/Evaluation Team is completing reviews of the proposal. Contract negotiations will begin in March with an expected contract award in May of 2019.

**STAFF RECOMMENDATION:** This item is presented for information.

Key Staff: Jon Clark, Executive Director  
Andy Newsum, Deputy Director/Project Manager

BUTTE COUNTY ASSOCIATION  
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING  
ITEM #12



## BCAG BOARD OF DIRECTORS

## Item #12 Information

February 28, 2019

### UNMET TRANSIT NEEDS PUBLIC WORKSHOP SCHEDULE

**PREPARED BY:** Jim Peplow, Senior Planner

**ISSUE:** As the administrator of Transportation Development Act (TDA) funds for Butte County, BCAG is responsible for performing the annual Unmet Transit Needs (UTN) process. This process requires at least one public hearing for the purpose of soliciting comments on unmet transit needs that may exist within the county.

**DISCUSSION:** In Butte County the UTN process entails a comprehensive public outreach program and series of open house style meetings throughout the county, in addition to the public hearing before the BCAG Board of Directors. At each of the meetings, testimony is solicited regarding perceived unmet transit needs that may be reasonable to meet. The purpose of this process is to ensure that all unmet transit needs that are reasonable to meet are met before funds are expended for non-transit uses, such as streets and roads.

Once the testimony is obtained, it is analyzed to determine if there are any transit needs that meet the adopted definitions of “Unmet Transit Need” and “Reasonable to Meet”. This analysis report, called the Transit Needs Assessment, is reviewed by the Social Services Transportation Advisory Council (SSTAC), which provides a recommendation for Unmet Transit Needs Findings to the BCAG Board of Directors. If the Board determines there are unmet transit needs that are reasonable to meet, the affected jurisdiction must satisfy those needs before any TDA funds may be expended for non-transit purposes.

This year’s meetings will be held during the month of March, with comments being accepted through March 28. The public hearing will be held March 28, 2019 before the BCAG Board of Directors at its normally scheduled time. Please see Attachment 1 for the complete schedule, which has been published in the local newspapers, posted on B-Line’s website and Facebook page, and posted in each of the B-Line buses.

**STAFF RECOMMENDATION:** This item is presented for information only.

Key Staff: Jim Peplow, Senior Planner  
Cheryl Massae, Human Resources Manager



## Transit Taking You Where You Need to Go?

Butte County Association of Governments (BCAG) is requesting comments from the public on unmet transit needs. Members of the public are invited to submit comments by **mail, email, phone, fax, internet or in person** or at one of the below meetings. All testimony received is given equal consideration.

### Public Workshop Schedule

- **Oroville**  
Monday, **March 4, 2019**, 11:30 am – 12:30 pm  
~ City of Oroville Council Chambers ~ 1735 Montgomery Street
- **Gridley**  
Monday, **March 4, 2019**, 2:00 pm – 3:00 pm  
~ City of Gridley Community Room ~ 685 Kentucky Street
- **Chico CHICO & PARADISE RESIDENTS**  
Wednesday, **March 6, 2019**, 1:00 pm – 2:00 pm  
~ Butte County Library – Chico Branch ~ 1108 Sherman Avenue
- **Butte County**  
Thursday, **March 28, 2019**, 9:00 am ~ Public Hearing at BCAG Board Meeting  
~BCAG Council Chambers ~ 326 Huss Drive, Chico

*Please note that workshops will not end until all comments have been received*

**Comments are due by 5:00 p.m. Thursday, March 28, 2019**

If you have comments and are unable to attend, please contact BCAG:

**Mail:** Butte County Association of Governments, 326 Huss Drive, Suite 150, Chico, CA 95928

**Email:** [jpeplow@bcag.org](mailto:jpeplow@bcag.org)

**Phone:** (530) 809-4616

**Fax:** (530) 891-2979

Si desea comentar las necesidades de B-Line, pero no habla inglés, por favor envíelas por correo o por correo electrónico a BCAG, y se traducirán para su consideración.