

BUTTE COUNTY ASSOCIATION
OF GOVERNMENTS



BOARD OF DIRECTORS
MEETING MAY 23, 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

May 23, 2019
9:00 a.m.



BCAG Board Room

326 Huss Drive, Suite 100
Chico, CA 95928

Live Stream

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 April 25, 2019 BCAG Board of Directors Meeting (Attachment) – **Victoria**
4. Approval of 2019/20 Final Transportation Development Act (TDA) Apportionments (Attachment) - **Julie**
5. Approval of Resolution 2018/19-19 Authorizing BCAG's 2019/20 Federal Transit Administration (FTA) 5311 Intercity Bus Program Application (Attachment) - **Sara**

ITEMS REMOVED FROM CONSENT AGENDA – *If Any*

ITEMS FOR ACTION

6. Approval of BCAG's 2019/20 Overall Work Program & Budget (Attachment) – **Jon**
7. Approval of Contract with Transdev to Provide Administration, Operations and Maintenance Services for Butte Regional Transit (Attachment) – **Andy**
8. Approval of the 2019/20 Unmet Transit Needs Assessment & Findings (Attachment) – **Jim**
9. Approval of Butte Regional Transit (B-Line) Final 2019/20 Budget, Service Plan and Resolution 2018/19-17 (Attachment) - **Andy**

ITEMS FOR INFORMATION

10. Butte Regional Conservation Plan (BRCP) Update (Attachment) - **Chris**
11. Notice of Proposed Fare Increase for Butte Regional Transit Fixed Route and Paratransit Service (Attachment) – **Jim**
12. Butte Regional Transit 2018/19 3rd Quarter Report (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.

ADJOURNMENT

14. The next meeting of the BCAG Board of Directors has been scheduled for Thursday, June 27, 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
APRIL 25, 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 Stone called the meeting to order at 9:05 a.m. at the BCAG Board Room, 326 Huss Drive, Suite 100, Chico CA.

MEMBERS PRESENT

Nathan Wilkinson	Councilmember	City of Biggs
Doug Teeter	Supervisor	District 5
Chuck Reynolds	Mayor	City of Oroville
Ray Borges	Councilmember	City of Gridley
Bill Connelly	Supervisor	District 1
Jody Jones	Mayor	Town of Paradise
Alex Brown	Alternate	City of Chico

MEMBERS ABSENT

Randall Stone	Mayor	City of Chico
Debra Lucero	Supervisor	District 2
Tami Ritter	Supervisor	District 3
Steve Lambert	Supervisor	District 4

STAFF PRESENT

Jon Clark	Executive Director
Andy Newsum	Deputy Director
Ivan Garcia	Transportation Programming Specialist
Brian Lasagna	Regional Analyst
Jim Peplow	Senior Planner
Victoria Proctor	Administrative Assistant
Sara Muse	Associate Senior Planner
Julie Quinn	Chief Fiscal Officer

OTHERS PRESENT

Nima Kabirinassab, Caltrans
Linda Furr, League of Women Voters, Butte County

1. **Pledge of Allegiance**
2. **Roll Call**

CONSENT AGENDA

3. Approval of Minutes from the March 28, 2019 BCAG Board of Directors Meeting
4. Approval of Final 2018/19 Transportation Development Act (TDA) Claims for the Cities and County
5. Approval of Amendment #3 to the 2018/19 Overall Work Program & Budget
6. Approval of Amendment to BCAG Personnel Policies

On motion by Board Member Wilkinson and seconded by Board Member Reynolds the Consent Agenda was approved, with Board Member Alternate Brown abstaining.

ITEMS FOR ACTION

7: Approval of BCAG Public Participation Plan

Staff presented to the Board an overview of the Fixing America's Surface Transportation (FAST) Act and its requirements for BCAG to prepare and update a Public Participation Plan (PPP) prior to the development of the long-range Regional Transportation Plan (RTP). There was general discussion between the Board and Staff regarding the nature of the PPP and its implementation. Staff also requested authorization to make any necessary technical corrections/modifications to ensure timely state and federal submittal.

On motion by Board Member Jones and seconded by Board Member Wilkinson, the BCAG PPP was unanimously approved.

8: Butte County Association of Governments Formal Opposition to Legislative Changes to the Active Transportation Program

Staff informed the Board that there are two current proposed changes to legislation by the Bay Area and Orange County representatives that threaten the funding levels for rural counties including Butte to compete for the Active Transportation Program funding. SB 152, proposed by Senator Beall, and AP 1402, proposed by Assembly Member Petrie-Norris were detailed by Staff for the Board and there was general discussion about the impact these bills would have on funding.

The Board and Staff spoke about where the bills are in the current legislative process, as well as the potential impact this would have on funding for special pedestrian projects. Staff requested authorization to write letters of opposition to these bills in the name of BCAG and the Board. Board Member Connelly requested a very tersely worded letter to emphasize dissatisfaction with the proposed changes.

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One motion by Board Member Jones and seconded by Board Member Alternate Brown, the formal opposition was unanimously approved.

ITEMS FOR INFORMATION

9: California’s Sustainable Communities and Climate Protection Act (SB 375) – California Air Resources Board (CARB) 2018 Progress Report

Staff presented the Board with the California Air Resources Board (CARB) 2018 Progress Report, which effects the preparation of the Regional Transportation Plan (RTP) / Sustainable Communities Strategy (SCS). The report detailed that California is not on track to meet the reductions expected under SB 375, with emissions from statewide passenger vehicle travel per capita increasing rather than decreasing.

There was general discussion between Staff and the Board regarding the contents of the report and how that impacts the programs Butte County is able to provide, and various funding sources.

10: Butte Regional Transit (B-Line) Free Fare Day Promotion

Staff informed the Board that under the FY 2016/17 Low Carbon Transit Operations Program (LCTOP) grant, funds were set aside to assist marketing and promotion of the B-Line system. As part of that marketing and promotion, Free Fare Days were chosen at key points in the year.

Staff detailed the previous uses of Free Fare Days, including in the aftermath of the Camp Fire, and decided to mark the six months passing since the fire with two more additional Free Fare Days on May 7th and 8th, 2019. In an effort to further promote the days, B-Line entered a bus in the Pioneer Days Parade prior to the selected days.

There was general discussion about the Free Fare Day Promotion between the Board and Staff.

ITEMS FROM THE FLOOR

11: There were no items from the floor.

ADJOURNMENT

With no further items to discuss, the BCAG Board meeting adjourned at 9:20 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 Consent

May 23, 2019

APPROVAL OF 2019/20 FINDINGS OF APPORTIONMENT FOR THE TRANSPORTATION DEVELOPMENT ACT (TDA) FUNDS

PREPARED BY: Julie Quinn, Chief Fiscal Officer

ISSUE: Staff has prepared the 2019/20 Transportation Development Act (TDA) apportionments for board approval. TDA apportionments are required to be approved by the BCAG Board for use in the annual allocation and transit claim process.

DISCUSSION: The TDA provides two funding sources: Local Transportation Funds (LTF) and State Transit Assistance (STA). Revenues of the LTF are derived from a ¼ cent of general sales tax collected statewide and revenues of the STA are derived from the statewide sales tax on diesel fuel. The STA provides funding for allocation to local transit service for operations and capital associated with local mass transportation programs. The LTF funds a wide variety of transportation programs, including planning and programming activities, pedestrian and bicycle facilities, public transportation and bus and rail projects. Providing certain conditions are met, counties with a population under 500,000 may also use the LTF for local streets and roads construction and maintenance.

The Butte County Auditor's estimate of sales tax revenues for the upcoming year is \$9,033,151, plus \$400,000 of available fund balance, for a total LTF apportionment of \$9,433,151. The STA apportionment of \$2,330,517 is based on an estimate from the State Controller's Office. As the administrator of the TDA for Butte County, BCAG is responsible for allocation of these two funds to local claimants in support of public transit and regional transportation plans.

Historically, apportionments to the jurisdictions have been based on population, after certain administrative and planning portions are designated. Once a jurisdiction receives their TDA apportionment, they pay their transit obligation from this funding. Transit obligations have been based on a funding formula, which determines funding from a combination of population, service, and ridership. In the wake of the Camp Fire, the criteria on which the transit obligations were based have been significantly altered and in some cases as yet undeterminable. For this reason, BCAG staff, along with the TAOC, recommends that the BRT B-Line transit operations and capital reserves be taken off the top, prior to apportionment.

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May 23, 2019

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This method would not be without precedent. It is the common method used by other state transportation agencies and it has been a recommendation of our TDA performance audits in prior years. In addition, the legislative intent of the TDA is to provide funding for transit development, thus it is consistent to make transit the priority for this funding.

After covering the “off the top” items, including transit, the remaining funds are distributed based on population. The 2019/20 preliminary apportionment that was presented to the Board in March was based on January 1, 2018 population figures from the State Department of Finance. These estimates are released each year on May 1. As anticipated, the January 1, 2019 population estimate showed a significant reduction for Paradise. For this reason, BCAG staff and the TAOC, are also requesting continued use of the January 1, 2018 population figures for apportionment, so that Paradise can partake in a final allocation of funds to be used in future streets & roads projects.

TDA apportionments will be claimed by jurisdictions based on the priorities identified in the TDA regulations. TDA claims made by the jurisdictions on the 2019/20 apportionments will be presented to the board in the July board meeting.

STA, which is restricted to transit use, will be claimed by Butte Regional Transit and the Gridley Flyer. The current apportionment includes a total of \$6,451,965 in TDA funding for Butte Regional Transit, as an operator. This includes the final B-Line operating funding of \$5,251,965, plus \$800,000 for funding of future bus replacements and \$400,000 for BRT general purpose capital reserve.

Revised apportionments may be issued later in the year to consider the difference between anticipated and actual revenues or expenditures.

Attached is the Findings of Apportionment for the Local Transportation Funds and State Transit Assistance for fiscal year 2019/20.

STAFF RECOMMENDATION: Staff requests Board approval of the Findings of Apportionment for Transportation Development Act funds for fiscal year 2019/20.

Key Staff: Julie Quinn, Chief Fiscal Officer
Iván García, Programming Manager

**STATE TRANSIT ASSISTANCE FUND (STA)
and
LOCAL TRANSPORTATION FUND (LTF)
Fiscal Year 2019/20
Findings of Apportionment**

5/23/2019

STA - Total Funds = \$ 2,330,517

Jurisdiction	PUC 99313	PUC 99314	2019/20 Allocation
BUTTE REGIONAL TRANSIT	\$ 2,122,590	\$ 120,509	\$ 2,243,099
BUTTE CO			\$ -
BIGGS			\$ -
CHICO			\$ -
GRIDLEY FLYER	\$ 86,000	\$ 1,418	\$ 87,418
OROVILLE			\$ -
PARADISE			\$ -
TOTAL	2,208,590	\$ 121,927	\$ 2,330,517

STA Source: Estimate of State Controller's Office January 31, 2019

LTF - Total Funds = \$ 9,433,151

Jurisdiction	Population	Pop %	2019/20 Allocation
	0		
BCAG/Admin	N/A	N/A	\$ 550,000
BC AUDITOR/Admin	N/A	N/A	\$ 10,000
BUTTE REGIONAL TRANSIT	N/A	N/A	\$ 4,208,866
BUTTE CO	81,707	35.90%	\$ 1,674,295
BIGGS	1,913	0.84%	\$ 39,200
CHICO	92,348	40.57%	\$ 1,892,345
GRIDLEY	6,937	3.05%	\$ 142,149
OROVILLE	18,144	7.97%	\$ 371,797
PARADISE	26,572	11.67%	\$ 544,499
TOTAL	227,621	100.00%	\$9,433,151

LTF Source: Butte County Auditor's Office estimate for FY 19/20 plus \$400,000 Fund Balance

Source: Population - Department of Finance Report E-1 for Jan 1, 2018

FY 19-20 Agency Apportionments for STA and LTF

AGENCY	STA	LTF	TOTAL
BCAG		\$ 550,000	\$ 550,000
AUDITOR		\$ 10,000	\$ 10,000
BUTTE REGIONAL TRANSIT	\$ 2,243,099	\$ 4,208,866	\$ 6,451,965
BUTTE CO	\$ -	\$ 1,674,295	\$ 1,674,295
BIGGS	\$ -	\$ 39,200	\$ 39,200
CHICO	\$ -	\$ 1,892,345	\$ 1,892,345
GRIDLEY	\$ 87,418	\$ 142,149	\$ 229,567
OROVILLE	\$ -	\$ 371,797	\$ 371,797
PARADISE	\$ -	\$ 544,499	\$ 544,499
TOTAL	\$ 2,330,517	\$ 9,433,151	\$ 11,763,668

19-20 TDA Findings of Apportionment

	3/28/2019			5/23/2019		
	FY 18-19	FY 19-20 DRAFT to Board	\$ Change from 18-19	FY 19-20 FINAL to Board	\$ Change from 18-19	
STA	1,684,248	2,330,517		2,330,517		
LTF	8,203,392	9,233,151		9,433,151		
TDA APPORTIONMENT	<u>9,887,640</u>	<u>11,563,668</u>	\$ 1,676,028	<u>11,763,668</u>	\$ 1,876,028	
Less OFF THE TOP items:						
BCAG	450,000	550,000	(100,000)	550,000	(100,000)	
Butte County Auditor	10,000	10,000	-	10,000	-	
B-Line operating/capital	<u>6,774,516</u>	<u>6,407,737</u>	366,779	<u>6,451,965</u>	322,551	
Available to Jurisdictions	<u><u>2,653,124</u></u>	<u><u>4,595,931</u></u>	\$ 1,942,807	<u><u>4,751,703</u></u>	\$ 2,098,579	

	Funding Formula	Transit off the top		Transit off the top	
	18-19 Available for Non-transit	19-20 Available for Non-transit	\$ Change in Prior Year	19-20 Available for Non-transit	\$ Change in Prior Year
BUTTE CO	1,316,826	1,618,379	301,553	1,674,295	357,469
BIGGS	60,569	37,891	(22,678)	39,200	(21,369)
CHICO	973,691	1,829,147	855,456	1,892,345	918,654
GRIDLEY	225,977	224,820	(1,157)	229,567	3,590
OROVILLE	52,786	359,380	306,594	371,797	319,011
PARADISE	<u>23,275</u>	<u>526,314</u>	<u>503,039</u>	<u>544,499</u>	<u>521,224</u>
	2,653,124	4,595,931	1,942,807	4,751,703	2,098,579

BUTTE COUNTY ASSOCIATION
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING
ITEM #5



BCAG BOARD OF DIRECTORS

Item #5 Information

May 23, 2019

APPROVAL OF RESOLUTION 2018/2019-19 AUTHORIZING BCAG's 2019/20 FEDERAL TRANSIT ADMINISTRATION (FTA) 5311(f) INTERCITY BUS PROGRAM APPLICATION

PREPARED BY: Sara Muse, Associate Senior Planner

ISSUE: BCAG has submitted one application for the FY 2019/2020 Federal Transit Administration (FTA) Section 5311(f) rural intercity bus program. BCAG requested \$300,000 in operating assistance for Butte Regional Transit (B-Line) Route 20 which operates between Chico and Oroville.

DISCUSSION: The FTA Section 5311(f) rural intercity bus program in California is designed to address the “intercity bus transportation needs of the entire state” by supporting projects that provide transportation between non-urbanized areas and urbanized areas that result in connections of greater regional, statewide, and national significance. Under FTA Section 5311, project funds are available to provide supplemental financial support to transit operators and to facilitate the most efficient and effective use of available federal funds in support of providing rural intercity transportation services. Approximately \$5.9 million in 5311(f) will be available for FY 2019/20. Successful projects are expected announced by Caltrans on June 15, 2019.

Staff has utilized prior Section 5311 grants for operating assistance for public transportation services in rural areas of Butte County. Part of the goal of the FTA Section 5311 funding is to provide financial assistance to help carry out national goals related to mobility for all, including seniors, individuals with disabilities, and low-income individuals. The funding will enhance the access of people in non-urbanized areas to health care, shopping, education, employment, public services, and recreation. If awarded, this will apply to Butte Regional Transit's Operating Budget for FY 2019/2020.

If funded, this project will be included in the Federal Transportation Improvement Program (FTIP) for Butte County. The 5311(f) application requires a Board Resolution be included.

STAFF RECOMMENDATION: Staff is recommending the BCAG Board of Directors approve Resolution No. 2018/19–19, authorizing BCAG to file and execute applications to aid in the financing of capital/operating assistance projects pursuant to Section 5311 of the Federal Transit Act (FTA C 9040.1F and FTA C 9050.1).

Key Staff: Jon Clark, Executive Director
Andy Newsum, Deputy Director
Sara Muse, Associate Senior Planner
Julie Quinn, Chief Fiscal Officer



**BUTTE COUNTY ASSOCIATION OF GOVERNMENTS
RESOLUTION NO 2018/2019- 19**



**RESOLUTION OF THE BUTTE COUNTY ASSOCIATION OF GOVERNMENTS
AUTHORIZING THE FEDERAL FUNDING UNDER FTA SECTION 5311 (49 U.S.C.
SECTION 5311) WITH CALIFORNIA DEPARTMENT OF TRANSPORTATION**

WHEREAS, the U. S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital/operating assistance projects for non-urbanized public transportation systems under Section 5311 of the Federal Transit Act (**FTA C 9040.1F and FTA C 9050.1**); and

WHEREAS, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5311 grants for transportation projects for the general public for the rural transit and intercity bus; and

WHEREAS, Butte County Association of Governments (BCAG) desires to apply for said financial assistance to permit operation of continued support for Route 20 in Butte County; and

WHEREAS, BCAG has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies).

NOW THEREFORE BE IT RESOLVED that the BCAG Board of Directors does hereby Authorize the Executive Director to file and execute applications on behalf of with the Department to aid in the financing of operating assistance projects pursuant to Section 5311 of the Federal Transit Act (**FTA C 9040.1F and FTA C 9050.1**), as amended.

BE IT FURTHER RESOLVED that the Executive Director and Deputy Director are authorized to execute and file all certification of assurances, contracts or agreements or any other document required by the Department;

That the Executive Director, Deputy Director, and Associate Senior Planner are authorized to provide additional information as the Department may require in connection with the application for the Section 5311 projects; and

That the Executive Director and Deputy Director are authorized to submit and approve request for reimbursement of funds from the Department for the Section 5311 project(s).

PASSED AND ADOPTED by the Butte County Association of Governments Board of Directors, State of California, at a regular meeting of said Board Meeting held on the 23rd day of May 2019 the by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

BILL CONNELLY, CHAIR
BUTTE COUNTY ASSOCIATION OF GOVERNMENTS

ATTEST:

JON A. CLARK, EXECUTIVE DIRECTOR
BUTTE COUNTY ASSOCIATION OF GOVERNMENTS

BUTTE COUNTY ASSOCIATION
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING
ITEM #6



BCAG BOARD OF DIRECTORS

Item #6 Action

May 23, 2019

APPROVAL OF THE 2019/20 BCAG OVERALL WORK PROGRAM & BUDGET

PREPARED BY: Jon Clark, Executive Director

ISSUE: As the designated Regional Transportation Planning Agency (RTPA) and Metropolitan Planning Organization (MPO) for Butte County, BCAG is required to prepare an annual Overall Work Program & Budget to identify State, Federal and local transportation planning responsibilities to be undertaken for the coming fiscal year.

DISCUSSION: The Executive Director is presenting the final 2019/20 Overall Work Program (OWP) & Budget to the BCAG Board of Directors for review, comments and approval (*a copy of the final 2019/20 BCAG OWP & Budget was included with your agenda packet and will be posted on the BCAG website after approval*).

The final 2019/20 OWP & Budget identifies twenty-six specific work elements that address State and Federal planning requirements, regional transportation planning needs, capital projects and mitigation, and public transit administration, operations and planning. Each work element outlines an objective, tasks to be completed, personnel, and a summary of revenues and expenditures for completing the work element. Below is a list of Work Elements included in the Final 2019/20 OWP:

REGIONAL TRANSPORTATION PLANNING & PROGRAMMING WORK ELEMENTS

- 20- 999 2019/20 Indirect Costs
- 20-100 Administration of the 2019/20 Overall Work Program & Budget
- 20-101 Intergovernmental Coordination & Information Distribution
- 20-102 Regional Transportation Model
- 20-103 Regional Geographic Information System (GIS) Coordination
- 20-104 Regional Transportation-Air Quality Planning
- 20-105 2019 Federal Transportation Improvement Program (FTIP)
- 20-106 2020 Regional Transportation Improvement Program (RTIP)
- 20-108 Regional Housing Needs Allocation Plan
- 20-107 2020 Regional Transportation Plan (RTP) & Sustainable Communities Strategy (SCS)
- 20-109 Census Affiliate Data Center Administration
- 20-110 Intelligent Transportation System – Regional Architecture Maintenance
- 20-114 Butte Regional Conservation Plan (BRCP)
- 20-120 Regional Performance Measures for Planning & Programming
- 20-121 SB1 Sustainable Transportation Planning 2017-18
- 20-122 SB1 Sustainable Transportation Planning 2018-19
- 20-123 SB1 Sustainable Transportation Planning 2019-20
- 20-124 Regional Climate Adaptation Plan

REGIONAL CAPITAL PROJECT DEVELOPMENT & MANAGEMENT WORK ELEMENTS

- 20-212 Singer Creek Mitigation & Monitoring
- 20-213 Butte Regional Transit Operations Facility Maintenance
- 20-216 State Route 191 Mitigation Implementation

TRANSPORTATION DEVELOPMENT ACT (TDA) ADMINISTRATION & BUTTE REGIONAL TRANSIT ADMINISTRATION & PLANNING WORK ELEMENTS

- 20-300 Transportation Development Act Administration
- 20-301 Public Transit Systems Planning & Coordination
- 20-302 Butte Regional Transit Administration & Operations
- 20-303 Americans with Disabilities Act (ADA) Certification Program
- 20-308 Zero Emission Electric Bus Rollout Plan

FINAL BUDGET

The final budget for implementing the 2019/20 Overall Work Program is projected to be approximately **\$4,617,442**, with the following revenues and expenditures:

EXPENDITURES

Salaries & Benefits	= \$ 1,596,396
Services, Supplies & Other Expenditures	= \$ 441,546
Professional Services Contracts	= <u>\$ 2,579,500</u>

TOTAL EXPENDITURES **\$ 4,617,442**

REVENUES

Federal Highway Administration Planning (FHWA PL)	= \$ 1,231,974
Federal Transit Administration 5303 Funds	= \$ 70,467
SB 1 Planning Grant 2017-18	= \$ 12,836
SB 1 Planning Grant 2018-19	= \$ 75,997
SB 1 Planning Grant 2019-20	= \$ 56,775
Caltrans Grant – Adaptation Planning	= \$ 158,113
TDA Administration	= \$ 111,690
TDA Planning	= \$ 591,638
New Market Tax Credit – Interest Income	= \$ 206,179
RIP/IIP - STIP Funds	= \$ 1,146,705
FTA 5339 Capital Grant	= \$ 328,000
Butte Regional Transit - Operations	= \$ 580,068
US Fish & Wildlife Section 6	= \$ 47,000

TOTAL REVENUES **\$ 4,617,442**

STAFFING FOR 2019/20

BCAG currently has a staff of twelve with (10) full-time and (2) part time employees. During the 2019/20 FY no additional staffing is proposed.

SUMMARY

BCAG's 2019/20 Overall Work Program & Budget concentrates on the completion of state and federal planning requirements that are necessary to ensure continued funding for the region's transportation projects and programs. The 2019/19 OWP also includes important regional planning studies such as the Post Camp Fire regional planning and completion of the Butte Regional Conservation Plan (BRCP).

STAFF RECOMMENDATION: The Executive Director is recommending that the BCAG Board of Directors approve the adoption of the 2019/20 OWP & Budget by Resolution #2018/19-20. Upon approval, the 2019/20 OWP & Budget will be submitted to Caltrans, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) for their review and approval.

Key Staff: Jon Clark, Executive Director
 Julie Quinn, Chief Fiscal Officer
 Andy Newsum, Deputy Director

**BUTTE COUNTY ASSOCIATION OF GOVERNMENTS
RESOLUTION NO 2018/2019-20**

**RESOLUTION OF THE BUTTE COUNTY ASSOCIATION OF GOVERNMENTS
APPROVING THE ADOPTION OF THE 2019/2020 OVERALL WORK PROGRAM &
BUDGET; AND ANNUAL CERTIFICATION THAT THE BCAG PLANNING PROCESS
IS IN ACCORDANCE WITH ALL APPLICABLE SECTIONS OF 23 U.S.C. 134 and
135, 49 U.S.C. 5303 through 5307 and 5310 and 5311 and 5323(1) and 5339**

WHEREAS, the Butte County Association of Governments is the designated Metropolitan Planning Organization for Butte County in accordance with 23 U.S.C. 134 and 135, (b);

WHEREAS, the Butte County Association of Governments as the Metropolitan Planning Organization has developed an annual Overall Work Program and Budget for the 2019/2020 Fiscal Year in compliance with the 23 U.S.C and Section 5303 of the Federal Transit Act;

WHEREAS, in conjunction with the 2019/20 Overall Work Program Agreement and Master Fund Transfer Agreement, the 2019/20 Overall Work Program (OWP) constitutes the annual funding contract between the State of California Department of Transportation (Caltrans) and BCAG for Consolidated Planning Grant (CPG) funding;

WHEREAS, the Butte County Association of Governments as the designated Metropolitan Transportation Planning Organization certifies that a comprehensive, cooperative, and continuous transportation planning process is being implemented in accordance with 23 CFR 450.334 and 450.220, and Fixing America's Surface Transportation (FAST) Act;

NOW THEREFORE BE IT RESOLVED that the Butte County Association of Governments as the designated Metropolitan Planning Organization does hereby adopt the Fiscal Year 2019/2020 Overall Work Program & Budget and certifies that a planning process will be implemented through this document in accordance with:

- (1) 23 U.S.C. 134 and 135, 49 U.S.C. 5303 through 5307 and 5310 and 5311 and 5323(1) and 5339, and 23 CFR part 450.220;
- (2) Sections 174 and 176(c) and (d) of the Clean Air Act (42 U.S.C. 7504, 7506(c) and (d));
- (3) 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;
- (4) Public Law 109-59, Fixing America's Surface Transportation (FAST) Act, regarding the involvement of disadvantaged business enterprises in the FHWA and FTA funded project, Pub. L. 059.109 Page 119 STAT. 1156 and;

- (5) The provisions of the Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and U.S. DOT implementing regulations (49 CFR Parts 27, 37, and 38).

BE IT FURTHER RESOLVED that the Butte County Association of Governments by this resolution approves the Fiscal Year 2019/20 Overall Work Program & Budget in accordance with 23 U.S.C and Section 5303 of the Federal Transit Act, FTA Section 5311 & 5311(f) (49 U.S.C), FTA Section 5339 (49 U.S.C), FTA Section 5310 & 5310 Expanded (49 U.S.C – Chapter 53), FTA Section 5307 (49 U.S.C), and all applicable requirements and authorizes its Executive Director to execute all fund transfer agreements, master agreements, grants, program supplements, contracts, Caltrans cooperative agreements and all other documents necessary to receive funding for transportation planning, and implementation of projects and programs contained in the 2019/20 Overall Work Program and Budget.

PASSED AND ADOPTED by the Butte County Association of Governments on the 23rd day of May, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

BILL CONNELLY, CHAIR
BUTTE COUNTY ASSOCIATION OF GOVERNMENTS

ATTEST:

JON CLARK, EXECUTIVE DIRECTOR
BUTTE COUNTY ASSOCIATION OF GOVERNMENTS

BUTTE COUNTY ASSOCIATION
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING
ITEM #7



BCAG BOARD OF DIRECTORS

Item #7 Action

May 23, 2019

APPROVAL OF CONTRACT WITH TRANSDEV TO PROVIDE ADMINISTRATION, OPERATIONS AND MAINTENANCE SERVICES FOR BUTTE REGIONAL TRANSIT

PREPARED BY: Andy Newsum, Deputy Director

ISSUE: Transdev Services, Inc., has been selected to provide the administration, operations and maintenance of Butte Regional Transit, B-Line beginning July 1, 2019.

DISCUSSION:

In accordance with Federal Transit Administration (FTA) and State Transit Assistance (STA) operating funds, BCAG/B-Line staff released an RFP on December 3rd, 2018 to all interested service providers for the identified Scope of Work. On January 15, 2019 a mandatory pre-proposal meeting was held at the BCAG with the 5 following service providers attending:

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

One (1) proposal was received in the BCAG office on February 12th, 2019 from Transdev. BCAG/B-Line Administrative Selection Committee/Evaluation Team completed the review of the single submitted proposal and has negotiated a final five-year agreement (through July 30, 2024) with two – two-year optional terms (up to four years) to be considered at the end of the initial five-year term. The contract agreement and all attachments are included as a separate attachment.

STAFF RECOMMENDATION: Approve and authorize the Executive Director to sign the Administration, Operations and Maintenance Agreement with Transdev Services, Inc. for the initial 5-year term beginning on July 1, 2019 and ending on June 30, 2024.

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

BUTTE COUNTY ASSOCIATION
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING
ITEM #8



BCAG BOARD OF DIRECTORS

Item #8 Action

May 23, 2019

APPROVAL OF THE 2019/20 UNMET TRANSIT NEEDS ASSESSMENT AND FINDINGS

PREPARED BY: Jim Peplow, Senior Planner

ISSUE: BCAG is required to prepare an annual Unmet Transit Needs Assessment as the administrator of Transportation Development Act (TDA) funds for Butte County.

DISCUSSION: Each year, BCAG must identify any public unmet transit needs that may exist in Butte County in order to receive state funding. If unmet transit needs are found, a further determination must be made as to whether those needs are reasonable to meet. All unmet transit needs that are reasonable to meet must be satisfied before TDA funds are expended for non-transit uses, such as streets and roads.

Testimony has been collected through a series of public meetings that were held during March 2019 and compiled into an analysis report. Linked below, for the Board's review, is the Draft *Unmet Transit Needs Assessment - 2019/2020*. The Assessment examines transit dependent groups, adequacy of existing transit services, a detailed summary of the public testimony received during this year's outreach process, and staff's analysis of whether the testimony meets the definitions of unmet transit needs and reasonable to meet. The Assessment can be viewed on the B-Line web site at:

<http://www.blinetransit.com/Resources/Unmet-Transit-Needs-Process/index.html>

The Assessment has been reviewed by the Social Services Transportation Advisory Council (SSTAC), which provides a recommendation for Unmet Transit Needs Findings to the BCAG Board of Directors. At the May 16, 2019 SSTAC meeting, the council unanimously supported staff's recommendation, outlined in further detail below.

Based on the testimony and analysis using the adopted definitions of "unmet transit needs" and "reasonable to meet", the BCAG Board of Directors is **required** to make one of three findings:

1. There are no unmet transit needs,
2. There are no unmet transit needs that are reasonable to meet,
3. There are unmet transit needs, including needs that are reasonable to meet.

STAFF RECOMMENDATION: Based on the testimony received and on staff's analysis with the adopted definitions of unmet transit needs and reasonable to meet, BCAG staff and the Social Services Transportation Advisory Council (SSTAC) are recommending that the following finding be made by the BCAG Board of Directors:

There are no unmet transit needs that are reasonable to meet.

Staff further recommends the Board adopt the Unmet Transit Needs Assessment and Findings for the 2019/20 fiscal year by Resolution 2018/19-18.

Key staff: Jim Peplow, Senior Planner
Cheryl Massae, Human Resource Manager



**BUTTE COUNTY ASSOCIATION OF GOVERNMENTS
RESOLUTION NO 2018/2019-18**



**RESOLUTION OF THE BUTTE COUNTY ASSOCIATION OF GOVERNMENTS
MAKING FINDINGS REGARDING UNMET TRANSIT NEEDS AFFECTING FISCAL
YEAR 2019-2020**

WHEREAS, Public Utilities Code Section 99401.5 requires that prior to making any allocation of Transportation Development Act funds not directly for public transportation purposes, that any unmet transit needs that are reasonable to meet shall be funded;

WHEREAS, the Butte County Association of Governments has adopted definitions of “unmet transit needs” and “reasonable to meet”;

WHEREAS, Public Utilities Code Section 99401.5 specifically describes the procedures required prior to making the unmet transit needs findings;

WHEREAS, the Butte County Association of Governments has complied with all required procedures, including establishment and consultation with the Social Services Transportation Advisory Council, preparation of an Unmet Transit Needs Assessment, and the solicitation of public input, including a public hearing;

WHEREAS, the Butte County Association of Governments is required to make one of three findings:

1. There are no unmet transit needs,
2. There are no unmet transit needs that are reasonable to meet,
3. There are unmet transit needs, including needs that are reasonable to meet;

WHEREAS, it has been determined that **there are no unmet transit needs that are reasonable to meet** for B-Line fixed route service;

NOW THEREFORE BE IT RESOLVED that based on the definitions of “unmet transit needs” and “reasonable to meet” adopted by the Board of Directors on October 23, 2003 and the 2019/2020 Unmet Transit Needs Assessment, and in accordance with the recommendation of the Social Services Transportation Advisory Council, the Butte County Association of Governments finds that there are no unmet transit need that are reasonable to meet for B-Line fixed route service.

PASSED AND ADOPTED by the Butte County Association of Governments on the 23rd day of May 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

BILL CONNELLY, CHAIR
BUTTE COUNTY ASSOCIATION OF GOVERNMENTS

ATTEST:

JON A. CLARK, EXECUTIVE DIRECTOR
BUTTE COUNTY ASSOCIATION OF GOVERNMENTS

BUTTE COUNTY ASSOCIATION
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING
ITEM #9



BCAG BOARD OF DIRECTORS

Item #9 Action

May 23, 2019

APPROVAL of BUTTE REGIONAL TRANSIT (B-LINE) FINAL 2019/20 SERVICE PLAN & BUDGET AND RESOLUTION 2018/19-17

PREPARED BY: Andy Newsum, Deputy Director

ISSUE: BCAG is responsible for preparation of the Annual Service Plan and Budget for Butte Regional Transit (B-Line) traditionally adopted at the May BCAG Board of Directors meeting.

DISCUSSION: Attached for the Board of Directors review and comment is a copy of the Final 2019/20 Butte Regional Transit Budget and Service Plan.

Staff met with the Transit Administrative Oversight Committee (TAOC) on March 1, 2019 to review the Draft Budget for the coming fiscal year. Staff received and responded to TAOC comments and continued to work with the TAOC to finalize the proposed FY 2019/20 Budget. The 2019/20 proposed Final Budget identifies a total operating budget of **\$10,344,696** for Fixed Route and Paratransit services in the urban and rural areas of Butte County. The 2019/20 budget is \$84,458 higher than prior year in total dollars, an increase of less than 1%. The following items are major expenditure changes from the 2018/19 Budget:

Cost Increases:

- New Transdev Services contract with an agreed upon rate for this budget at \$68.55 per service hour, (+12.2%). The higher rate is largely to increased operator and labor costs applied to reduced service hours.
- Fixed Route Purchased Transportation increased 8.9%
- Insurance, communications and software licenses rates.
- CNG fuel expense due to the elimination of PGE credits.
- Transit Center Maintenance for inclusion of Wi-Fi service contracts at Oroville and Chico Transit Centers and security at the Chico Transit Center

Cost Decreases:

- Paratransit Purchased Transportation cost due to 52% reduction of Paradise paratransit service (-15.3%)
- Lease expense due to renegotiated contracts.
- BRT Facility Operations and Maintenance utility costs due to solar installation.

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May 23, 2019

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Funding for the Transit service is provided from three major categories:

- Farebox ticket sales
- Federal Transit Administration (FTA) and state grants
- California Transportation Development Act (TDA) funds.

Farebox Revenue:

According to statute and to continue receiving current funding levels, farebox revenue ratios required are stated as follows:

- Rural Fixed Route Service 10% (Q3 Actual 18.7%)
- Urban Fixed Route Service 20% (Q3 Actual 20.6%)
- Rural Paratransit Service 10% (Q3 Actual 10.3%)
- Urban Paratransit 10% (Q3 Actual 10.3%)

Fare revenue in the final budget covers 16.5% of overall costs. Though expenditures are nearly the same as last year, reduction of service hours has impacted farebox ratios, particularly within the rural systems. To meet proposed budget fare revenue ratios, a fare increase on fixed route must be considered, with a possible increase for paratransit as well. Fare increases are considered every three years at a minimum. In the last year, paratransit fares showed the need for an increase after the three-year period, however fixed route fares were not increased. An analysis of increased fares has been completed and is presented in Item #10 of this agenda.

FTA and State Grants:

Annual FTA grants are awarded to transit recipients during the operating year. Budgeted federal funding is based on prior year amounts adjusted for any known changes. Federal/Other funding covers 32.7% of the proposed budget, a 10.5% increase over prior year funding. This increase is largely due to increased FTA apportionments.

California Transportation Development Act (TDA):

TDA funding makes up the remainder of the transit funding with 50.8%. TDA includes State Transit Assistance (STA) funding and Local Transportation Funding (LTF), both generated from a ¼ cent of state sales tax revenue. In the current budget and as recommended by the TDA, transit services will be funded off the top with the remainder of LTF being distributed to the jurisdictions for public streets and road investments. Staff discussed the funding of transit off the top with the TAOC in March, and the Committee unanimously agreed the 2019/20 budget should fund transit off the top, as the funding formula indicators have significantly changed due to the Camp Fire. Service hours and ridership will be analyzed as further data evolves. Transit TDA funding will need to be an ongoing discussion with the jurisdictions.

STAFF RECOMMENDATION: Staff is recommending the BCAG Board of Directors adopt Resolution No. 2018/19-17, Approval of the Final 2019/20 B-Line Service Plan & Budget.

Key Staff: Julie Quinn, Chief Fiscal Officer
Jon Clark, Executive Director
Andy Newsum, Deputy Director

**BUTTE COUNTY ASSOCIATION OF GOVERNMENTS
RESOLUTION NO 2018/2019-17**

**RESOLUTION OF THE BUTTE COUNTY ASSOCIATION OF GOVERNMENTS
APPROVING THE ADOPTION OF THE 2019/2020 BUTTE REGIONAL TRANSIT
SERVICE PLAN & BUDGET**

WHEREAS, the Butte County Association of Governments is the designated Metropolitan Planning Organization for Butte County in accordance with 23 U.S.C. 134 and 135, (b); and

WHEREAS, the Butte County Association of Governments (BCAG) is the Metropolitan Planning Organization (MPO), Regional Transportation Planning Agency (RTPA), and Owner and Operator of Butte Regional Transit the B-Line; and

WHEREAS, BCAG is responsible for managing the day-to-day Operations and Maintenance of Butte Regional Transit; and

WHEREAS, the Butte County Association of Governments as the Metropolitan Planning Organization has developed an annual Butte Regional Transit Service Plan and Budget for the 2019/2020 Fiscal Year in compliance with the Joint Powers Agreement (JPA); and

WHEREAS, in conjunction with the 2019/2020 Butte Regional Transit Service Plan and Budget, the 2019/2020 Butte Regional Transit Service Plan and Budget describes the committees involved and established to provide valuable input and oversight on transit related matters; and

WHEREAS, the Butte County Association of Governments as the designated Metropolitan Transportation Planning Organization certifies that a comprehensive, cooperative, and continuous transportation planning process is being implemented in accordance with 23 CFR 450.334 and 450.220, and the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU).

NOW THEREFORE BE IT RESOLVED that the Butte County Association of Governments as the designated Metropolitan Planning Organization does hereby adopt the Fiscal Year 2019/2020 Butte Regional Transit Service Plan and Budget and certifies that a planning process will be implemented in accordance with:

- (1) 23 U.S.C. 134 and 135, 49 U.S.C. 5303 through 5307 and 5310 and 5311 and 5323(1) and 5339, and 23 CFR part 450.220;
- (2) Sections 174 and 176(c) and (d) of the Clean Air Act (42 U.S.C. 7504, 7506(c) and (d));
- (3) 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;

- (4) Public Law 109-59, Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users, regarding the involvement of disadvantaged business enterprises in the FHWA and FTA funded project, Pub. L. 059.109 Page 119 STAT. 1156 and;
- (5) The provisions of the Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and U.S. DOT implementing regulations (49 CFR Parts 27, 37, and 38).

BE IT FURTHER RESOLVED that the Butte County Association of Governments by this resolution approves the Fiscal Year 2019/2020 Butte Regional Transit Service Plan and Budget in compliance with the Joint Powers Agreement (JPA), and all applicable requirements and authorizes its Executive Director to execute all fund transfer agreements, master agreements, grants, program supplements, contracts, Caltrans cooperative agreements and all other documents necessary to receive funding for transportation planning, and implementation of projects and programs contained in the 2019/2020 Butte Regional Transit Service Plan and Budget.

PASSED AND ADOPTED by the Butte County Association of Governments on the 23rd day of May, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

BILL CONNELLY, CHAIR
BUTTE COUNTY ASSOCIATION OF GOVERNMENTS

ATTEST:

JON A. CLARK, EXECUTIVE DIRECTOR
BUTTE COUNTY ASSOCIATION OF GOVERNMENTS

BUTTE COUNTY ASSOCIATION
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING
ITEM #10



BCAG BOARD OF DIRECTORS

Item #10 Information

May 23, 2019

BUTTE REGIONAL CONSERVATION PLAN (BRCP) UPDATE

PREPARED BY: Chris Devine, Planning Manager

ISSUE: BCAG is facilitating the development of the Butte Regional Conservation Plan (BRCP) on behalf of the Cities of Biggs, Chico, Gridley, and Oroville, the County of Butte, Caltrans District 3, Western Canal Water District, Richvale Irrigation District, Biggs West Gridley Water District, and Butte Water District (BRCP Permit Applicants).

DISCUSSION: Progress continues to be made on the development of the final BRCP and EIS/EIR documents.

BRCP Schedule

As the Board may recall, on April 27, 2018, Secretarial Order 3355 was issued by the U.S. Department of the Interior requiring that federal environmental documents such as the BRCP EIS/EIR be completed, and the final Record of Decision issued, no later than April 27, 2019. Later in February 2019, because of the federal government shutdown during January 2019, a 30-day extension was granted to all projects that were previously subject to the April 27, 2019 deadline, making May 27, 2019 the new deadline.

BCAG staff worked diligently with the wildlife agencies and BRCP Permit Applicants to meet the new deadline, but it became increasingly unlikely that the deadline would be met. BCAG staff was then able to coordinate with U.S. Fish and Wildlife Service (USFWS) and Congressman LaMalfa's office to receive a time extension from the U.S. Department of the Interior (DOI) in late April 2019. This was accomplished by USFWS submitting a "timeliness" waiver request to the DOI with the Congressman's support.

With this, the new deadline for the BRCP and EIS/EIR is October 30th, 2019. The time extension will provide BCAG staff additional time coordinate the development of the final BRCP with the wildlife agencies, Permit Applicants, and key stakeholders. In order to meet the October 30th deadline, the schedule below must be closely adhered to.

Tentative Schedule:

- Mid-Late June 2019 – Submit BRCP and EIS/EIR to USFWS for publication in Federal Register.

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- August/September 2019 – Federal Register notification published announcing opening of 30-day “inspection period” of the BRCP EIS/EIR.
- September/October 2019 – 30-day inspection period closes.
- October 2019 – Record of Decision filed for EIS/EIR.
- November 2019 through February 2020 – Permit Applicant board and council meetings and approvals of BRCP.
- March 2020 – final permitting of the BRCP by state and federal wildlife agencies.

It is important to note that changes and adjustments to the BRCP can be made up until final permitting occurs, provided they do not significantly alter the outcome of the BRCP. Also, BCAG staff coordinated with local stakeholders in late 2018 to provide early drafts of the final BRCP, and have been coordinating since then to receive further input. Additionally, in early April 2019, the updated “screencheck” final BRCP files were posted to the project website at www.buttehpc.com in order to facilitate additional public input. The version of the BRCP that will be submitted for Federal Register publication in June will also be posted to the BRCP website for additional public review time and input.

Continued Coordination

BCAG staff continues to work towards completing the final BRCP documents via coordination with the state and federal wildlife agencies, BRCP Permit Applicants, and key stakeholder groups.

Several conference call meetings were held in April and May 2019 with the state and federal wildlife agencies to continue reviewing key changes to the BRCP and EIS/EIR. The BRCP and EIS/EIR are now undergoing reviews by wildlife agency solicitors and USFWS regional office staff ahead of Federal Register submittal in June.

Coordination continues with BRCP Permit Applicant staff, with recent input leading to several adjustments to the BRCP including clarifying the composition and role of the BRCP Board of Directors and BCAG staff, adding a minimum parcel size provision that the BRCP base fee would apply to, and improving the flexibility of the BRCP to cover additional growth identified in future general plan updates by adding provisions for this to occur via the “minor modification” process.

Additional input from development community stakeholder groups also lead to several changes to the BRCP including adding language to Chapter 8 indicating that development projects can pay BRCP fees as each project phase is developed (rather than paying the fee for the entire project up front), and adding a new section in Chapter 9 allowing landowners to dedicate land in lieu of paying BRCP fees.

Coordination with these groups will continue over the coming months to resolve any additional concerns.

BCAG Board of Directors – Item #10

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BCAG staff will continue to keep the Board informed as the program moves forward.

STAFF RECOMMENDATION: This item is presented for information only.

Key Staff: Chris Devine, Planning Manager
Jon Clark, Executive Director

BUTTE COUNTY ASSOCIATION
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING
ITEM #11



BCAG BOARD OF DIRECTORS

Item #11 Information

May 23, 2019

NOTICE OF PROPOSED FARE INCREASE FOR BUTTE REGIONAL TRANSIT FIXED ROUTE AND PARATRANSIT SERVICE

PREPARED BY: Jim Peplow, Senior Planner

ISSUE: Passenger fare revenue must maintain a minimum farebox ratio per the Transportation Development Act (TDA) regulations in order to continue to receive funding. Staff is proposing that fares be increased to maintain required farebox recovery ratios.

DISCUSSION: Farebox ratios are monitored on an ongoing basis and reviewed with each budget to ensure that ratios meet the required level of fare revenue to expense. Fare increases are considered every three years, at a minimum, to maintain the TDA required farebox recovery ratios for urban fixed route (20%), rural fixed route (10%) and paratransit service (10%). B-Line Fixed Route fares were last increased in the May 2014. Paratransit fares were last increased in January 2018.

The 2019/20 B-Line Budget is in an unprecedented position with a reduction in service hours and declining ridership due to the Camp Fire, and much of the same fixed costs to cover. A fare increase will help ensure that fare revenues meet the required farebox recovery ratios and continue to receive TDA funding. Both the TAOC and the SSTAC have approved the need for a fare increase.

Attached is Table A which identifies the proposed passenger fare increases for the 2019/20 fiscal year. Staff is recommending that the base fare for local fixed route be increased from \$1.50 to \$1.75, and for regional fixed route from \$2.00 to \$2.40. It is also recommended that the fare for paratransit be increased from \$3.00 to \$3.50. All other fare categories, for both fixed route and paratransit, would be increased accordingly.

Fixed Route fares have not increased in five years. The proposed fixed route increases amount to approximately a 3% increase per year. This increase is necessary to keep up with annual increases in cost.

The need for a Paratransit fare increase so close to the previous increase is largely due to the effects of the Camp Fire. With the Paratransit service in Paradise significantly reduced, and many of the riders displaced outside of our area, the cost is now spread over fewer passengers. Projected fare revenues needed to meet the 19/20 budgeted farebox recovery indicate that with current fares and ridership, the farebox will not be met without an increase in paratransit fares.

BCAG Board of Directors Meeting
May 23, 2019 – Agenda Item #11
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Following this board meeting, staff will begin the public comment and notification process. This item will be brought back to the Board for a public hearing and approval at the end of this 30-day period.

Butte Regional Transit's policy for increasing passenger fares includes the following steps:

- 1) Review with the Transportation Oversight Committee (TAOC) (*completed in March*)
- 2) Review with the Social Services Transportation Advisory Council (SSTAC) – (*completed in May*)
- 3) Provide a 30-day Public Notice Period – *May/June*
- 4) Hold a public hearing (at BCAG Board meeting) – *June/July*
- 5) Review comments, if necessary – *June/July*
- 6) BCAG Board of Directors approval – *June/July/August*

STAFF RECOMMENDATION: This item is presented for information only.

Key Staff: Jon Clark, Executive Director
 Jim Peplow, Senior Planner
 Julie Quinn, Chief Fiscal Officer
 Andy Newsum, Deputy Director

Attachment A

B-Line Fares: Current and Proposed

		2013/14	2019/20	
		Current	Proposed	% increase
Cash				
Local	Regular	1.50	1.75	17%
Local	Discount	0.75	0.85	13%
Local	Youth	1.00	1.25	25%
Regional	Regular	2.00	2.40	20%
Regional	Discount	1.00	1.20	20%
Regional	Youth	1.50	1.75	17%
30 Day Pass				
Local	Regular	37.50	43.50	16%
Local	Discount	19.00	21.50	13%
Local	Youth	25.00	31.25	25%
Regional	Regular	48.00	57.50	20%
Regional	Discount	25.00	30.00	20%
Regional	Youth	34.00	40.00	18%
All Day Pass		4.00	5.00	25%
2 Ride Pass				
Local	Regular	3.00	3.50	17%
Local	Discount	1.50	1.70	13%
Local	Youth	2.00	2.50	25%
Regional	Regular	4.00	4.80	20%
Regional	Discount	2.00	2.40	20%
Regional	Youth	3.00	3.50	17%
10 Ride Pass				
Local	Regular	13.50	15.75	17%
Local	Discount	6.75	7.65	13%
Local	Youth	9.00	11.25	25%
Regional	Regular	18.00	21.60	20%
Regional	Discount	9.00	10.80	20%
Regional	Youth	13.00	15.75	21%
Paratransit		3.00	3.50	17%
Same day request		4.50	5.25	17%
zone 1		7.50	8.75	17%
zone 2		9.50	10.75	13%
zone 3		11.50	12.75	11%

BUTTE COUNTY ASSOCIATION
OF GOVERNMENTS



BOARD OF DIRECTORS MEETING
ITEM #12



BCAG BOARD OF DIRECTORS

Item #12 Information

May 23, 2019

BUTTE REGIONAL TRANSIT 2018/19 3rd QUARTER REPORT

PREPARED BY: Jim Peplow, Senior Planner

ISSUE: Staff is presenting key financial and statistical results for Butte Regional Transit for the third quarter of fiscal year 2018/19.

DISCUSSION: The attached tables present a summary of key financial and operation 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 2nd quarter numbers took a drastic hit, especially in the rural services. The 3rd quarter numbers are very similar to the 2nd quarter. Modified schedules for both routes 40 and 41 are still currently in place. Route 31 has still not resumed operation.

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. That arrangement is still in place.

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 18.7%. As expected, ridership for the quarter was down 30% from prior year quarter. With the modification of routes, revenue hours are down 17.7% for the quarter. Expenditures for services and supplies were 67% of the annual budget for the year. Interestingly, the farebox revenues are 72% of budget. This is due to pre-sold passes and contracted billings with the university.

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May 23, 2019

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Urban Fixed Route is meeting the TDA farebox ratio requirement of 20%, at 20.6%. The ridership saw a decrease of 8% over the prior year quarter. Farebox is 73% of the projected budget. Service hours are in line with budget expectations, while expenditures are at 71% of the annual budget.

Rural Paratransit is slightly higher than the TDA farebox ratio requirement of 10%, currently at 10.3% for the year. Without the regularly scheduled service on the Ridge ridership is down 59% and service hours are down 50% from the prior year's quarter. Passenger Fares are 52% of budget expectations. With the suspension of service on the Ridge expenditures are 51% of budget.

Urban Paratransit is meeting the TDA farebox ratio requirement at 10.3%. Ridership is down 8% from the prior year quarter. Because of the added vehicle from Paradise, service hours saw a 17% increase for the quarter. Farebox revenues are ahead of pace at 79% of budget. Expenditures are in line with budget expectations at 78% of the annual budget.

Overall - The number of accidents for the quarter was at a ratio of 178,292 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
3rd Quarter Financial Report
Fiscal Year 2018/19

Rural Fixed Route				
17/18 Q3		18/19	18/19 Q3	
Actual to Date	% of 17/18 Budget	Annual Budget	Actual to Date	% of 18/19 Budget

Urban Fixed Route				
17/18 Q3		18/19	18/19 Q3	
Actual to Date	% of 17/18 Budget	Annual Budget	Actual to Date	% of 18/19 Budget

Pasenger Fares	\$ 373,517	71%	\$ 504,250	\$ 363,226	72%	\$ 543,714	72%	\$ 757,546	\$ 550,597	73%
Other Income	\$ 1,226,967	55%	\$ 2,405,115	\$ 1,178,603	49%	\$ 1,142,254	38%	\$ 3,005,881	\$ 1,205,345	40%
Total Income	<u>\$ 1,600,484</u>	58%	<u>\$ 2,909,365</u>	<u>\$ 1,541,829</u>	53%	<u>\$ 1,685,968</u>	45%	<u>\$ 3,763,427</u>	<u>\$ 1,755,942</u>	47%
Operator Expense	\$ 1,203,140	79%	\$ 1,660,725	\$ 1,089,125	66%	\$ 2,003,287	75%	\$ 2,731,437	\$ 2,031,799	74%
Fuel Expense	\$ 256,640	64%	\$ 405,000	\$ 295,462	73%	\$ 242,425	61%	\$ 395,000	\$ 259,012	66%
Other Operating	\$ 225,925	54%	\$ 455,079	\$ 262,874	58%	\$ 213,830	55%	\$ 377,488	\$ 180,131	48%
I/F Maintenance	\$ 144,299	70%	\$ 138,361	\$ 124,259	90%	\$ 110,973	69%	\$ 126,062	\$ 113,213	90%
Services & Supplies	\$ 1,830,004	72%	\$ 2,659,165	\$ 1,771,720	67%	\$ 2,570,515	71%	\$ 3,629,987	\$ 2,584,155	71%
Admin Charges	\$ 210,023	95%	\$ 250,200	\$ 168,013	67%	\$ 112,012	95%	\$ 133,440	\$ 89,607	67%
Total Expense	<u>\$ 2,040,027</u>	74%	<u>\$ 2,909,365</u>	<u>\$ 1,939,733</u>	67%	<u>\$ 2,682,527</u>	72%	<u>\$ 3,763,427</u>	<u>\$ 2,673,762</u>	71%
Actual Expense In(De)crease					-5%					0%
Farebox Ratio	<u>18.3%</u>		<u>17.3%</u>	<u>18.7%</u>		<u>20.3%</u>		<u>20.1%</u>	<u>20.6%</u>	
Revenue Hours	20,067		27,176	17,960	66%	33,472		44,697	33,248	74%
Annual Passengers	237,951			191,254	(46,697)	593,321			529,159	(64,162)
Annual Pass/Rev Hr	11.9			10.6		17.7			15.9	
					<u>% change</u>					<u>% change</u>
Cost/Rev Hr	\$101.66			\$ 108.00	5.9%	\$80.14			\$ 80.42	0.3%
Cost/passenger	\$8.57			\$ 10.14	15.5%	\$4.52			\$ 5.05	10.5%
Fare/passenger	\$1.57			\$ 1.90	17.3%	\$0.92			\$ 1.04	11.9%

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
3rd Quarter Financial Report
Fiscal Year 2018/19

	Rural Paratransit					Urban Paratransit				
	17/18 Q3 Actual to Date	% of 17/18 Budget	18/19 Annual Budget	18/19 Q3 Actual to Date	% of 18/19 Budget	17/18 Q3 Actual to Date	% of 17/18 Budget	18/19 Annual Budget	18/19 Q3 Actual to Date	% of 18/19 Budget
Passeger Fares	\$ 131,817	73%	\$ 171,180	\$ 88,612	52%	\$ 146,890	78%	\$ 192,896	\$ 152,494	79%
Other Income	\$ 1,223,553	75%	\$ 1,506,604	\$ 1,121,930	74%	\$ 633,641	38%	\$ 1,716,766	\$ 888,346	52%
Total Income	\$ 1,355,370	75%	\$ 1,677,784	\$ 1,210,542	72%	\$ 780,531	42%	\$ 1,909,662	\$ 1,040,840	55%
Operator Expense	\$ 956,559	63%	\$ 1,405,530	\$ 689,498	49%	\$ 1,115,310	72%	\$ 1,588,860	\$ 1,231,812	78%
Fuel Expense	\$ 80,912	65%	\$ 125,000	\$ 69,922	56%	\$ 89,586	66%	\$ 135,000	\$ 119,731	89%
Other Operating	\$ 74,533	72%	\$ 95,411	\$ 57,673	60%	\$ 58,985	56%	\$ 114,239	\$ 78,455	69%
I/F Maintenance	\$ 19,654	72%	\$ 18,448	\$ 16,568	90%	\$ 22,467	82%	\$ 24,598	\$ 22,091	90%
Services & Supplies	\$ 1,131,658	64%	\$ 1,644,389	\$ 833,661	51%	\$ 1,286,348	71%	\$ 1,862,697	\$ 1,452,089	78%
Admin Charges	\$ 32,371	101%	\$ 33,395	\$ 24,944	75%	\$ 32,371	101%	\$ 46,965	\$ 35,316	75%
Total Expense	\$ 1,164,029	64%	\$ 1,677,784	\$ 858,605	51%	\$ 1,318,719	71%	\$ 1,909,662	\$ 1,487,405	78%
Actual Expense In(De)c					-36%					11%
Farebox Ratio	<u>11.3%</u>		<u>10.2%</u>	<u>10.3%</u>		<u>11.1%</u>		<u>10.1%</u>	<u>10.3%</u>	
Revenue Hours	15,982		23,000	11,289	49%	18,635		26,000	20,164	78%
Annual Passengers	58,887			40,694	(18,193)	67,081			66,714	(367)
Annual Pass/Rev Hr	3.7			3.6		3.6			3.3	
Cost/Rev Hr	\$72.83			\$ 76.06	<u>4.2%</u>	\$70.77			\$ 73.77	<u>4.2%</u>
Cost/passenger	\$19.77			\$ 21.10	6.3%	\$19.66			\$ 22.30	13.4%
Fare/passenger	\$2.24			\$ 2.18	-2.8%	\$2.19			\$ 2.29	4.4%

Notes: Notes:

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

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

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

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

B-Line Operating Data
FY 2018/19 - Third 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	-21.9%	6,662	5,785	-13.2%	12.2	11.0	-10.1%
3rd	77,344	53,823	-30.4%	6,723	5,530	-17.7%	11.5	9.7	-15.4%
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	-7.2%	11,265	11,392	1.1%	18.3	16.8	-8.2%
3rd	202,924	186,418	-8.1%	11,299	11,146	-1.4%	18.0	16.7	-6.9%
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	-34.3%	5,237	3,478	-33.6%	3.7	3.6	-1.1%
3rd	19,343	7,992	-58.7%	5,174	2,605	-49.7%	3.7	3.1	-17.9%
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	-7.0%	6,113	6,459	5.7%	3.6	3.2	-12.0%
3rd	22,096	23,812	7.8%	6,255	7,333	17.2%	3.5	3.2	-8.1%
4th	22,810			6,494			3.5		

PREVENTABLE ACCIDENTS

Qtr-FY	Accidents	Miles	Ratio (1 per x)
3-18/19	2	356,586	178,292
2-18/19	3	366,430	122,142
1-18/19	3	405,564	135,187
4-17/18	8	410,260	51,282

VALID PASSENGER COMPLAINTS

Complaint	Rides	Ratio (1 per x)
3	272,045	90,681
2	286,839	143,419
1	265,842	265,841
10	290,428	29,042